From:

Ben Mario

Sent:

December-28-18 11:44 AM

To:

Fred Searle

Subject:

RE: 221 Winnipeg Street North

Hi Fred,

I was hoping you would take a look at this before I send to Steve. He wants further explanation...

Hi Steve,

I hope you've enjoyed the holidays so far, and I wish you all the best in 2019.

The former use as the Staples Call Centre was not approved as an "Office." Rather it was approved as retail, the rationale being that products are being sold from the premises (albeit remotely), and it fit the definition of a retail use. This decision dates back to about 1999. You are correct to assume that if the Staples Call Centre was approved as an Office, an office tenant could likely have replaced Staples as a continuation of a non-conforming use. This was not the case.

The City granted the use of the space to the Provincial Government tenant on a different rationale. The City determined that the proposed use did not constitute purpose-built office or space as defined by the Official Community Plan. A significant portion of the office spaces were considered to be accessory to a warehouse or non-office purpose and were not considered to be a "principle use." We were satisfied with the descriptions provided by the proponents that described the needs of the warehouse/ office users.

While some of the provincial office tenants were located within the downtown we are also aware that significant parts of the business would relocate from other industrial areas.

I hope this answers your question. Please call if you wish to have further discussion.

Thanks,

From: steve.jordar<sup>28(1)</sup>

[mailto:steve.jordar<sup>28(1)</sup>

Sent: Thursday, December 13, 2018 2:40 PM

To: Ben Mario <BMARIO@regina.ca>
Subject: RE: 221 Winnipeg Street North

Dear Mr. Mario:

Thank you for your email of September 12<sup>th</sup>, 2018 in regards to the Zoning of the above captioned property. I am still confused about this issue and perhaps you could provide me with some clarification.

I realize that the Zoning Category IB does not permit Office Development. If the use of a Call Center (which is not defined in the Zoning Bylaw) is considered an Office, then the reuse of the building for Office might not be an issue. Would this be the case?

In my conversations with John Pearson of Shindico he told me Shindico"s thought was that the City of Regina would not support a Zoning change. He suggested to "give the Government the warehouse space they may not want and charge them minimum base rent and occupancy costs so the City of Regina accepts it as an office/warehouse tenant". Was this the scenario that allowed the permission to be granted for the use?

The Official Community Plan Bylaw clearly states limited opportunities for suburban development if (B) The Vacancy Rate for Office in the Downtown, as interpreted by the City, does not exceed 6.5 per cent. How does this correspond with the Downtown Vacancy Rate?

The Majority of the Government Departments to be relocated are coming from Downtown Regina (1855 Victoria Avenue). How does this correspond with the Downtown Business Improvement District Bylaw and how is this viewed by City Administration and City Council?

I apologize for the delay in responding to your Email of September 12<sup>th</sup>, 2018 and hope you can help me understand this issue more clearly.

Regards

Steve



Steve Jordan
Sales Associate
ICR Commercial Real Estate Regina
200, 1055 Park Street
Regina SK, S4N 5H4
P 1.306.721.6116 x106 C 1.306.536.1500
Vcard | steve.jordan@icrcommercial.com

From: Ben Mario < BMARIO@regina.ca>
Sent: September 12, 2018 1:16 PM

To: steve.jordan<sup>28</sup>(1)

Cc: Fred Searle < FSEARLE@regina.ca > Subject: RE: 221 Winnipeg Street North

Dear Mr. Jordan,

Thanks for your note concerning the above referenced property.

The City of Regina received two separate applications related to this property. The first application was for a development permit application for a portion of the building and site to accommodate various Ministry of Highways and Infrastructure (MHI) branches including the Highways Hotline call centre, Regina Bypass Monitoring Centre, Commercial Vehicle Enforcement, Highways Operations and Emergency Response, Design and Engineering, and Warehouse space and Fleet compound space. Development applications are reviewed on an individual basis for compliance with the

requirements of the Zoning Bylaw and policy in the Official Community Plan (OCP). The second separate application was for zoning amendment to rezone the property from IB – Medium Industrial to IA – Light Industrial to address long-term development plans for the property.

The application was reviewed with the same policy lens that we would for any development that has an office component. In this case it was determined that the proposal did not conflict with the Office Policy (Official Community Plan) as the proposal was a conversion of an existing building and no new floor area was being added, and it accommodated Highways operations which were already in industrial locations and did not challenge the intent of the policy to accommodate major office tenants in the downtown. The office use was classified as accessory to the principal use of the property as a warehouse compound for highway service related uses. In this case the office use was not deemed a principal use. Principal use office tenants with no relationship to industrial spaces within the building would be subject to policy evaluation, which would limit use to 1,000m2.

I trust this answers your questions. Please call if you wish to discuss further.

Thanks,

Ben Mario, MCIP, RPP Senior City Planner Current Planning Branch Development Services Department

P: 306.777-7582 E: <u>bmario@regina.ca</u>



From: steve.jordan 28(1) [mailto:steve.jordan 28(1)

Sent: Wednesday, September 05, 2018 7:58 PM

To: Ben Mario <BMARIO@regina.ca>; Fred Searle <FSEARLE@regina.ca>

Subject: 221 Winnipeg Street North

#### Gentlemen:

Late in 2016 and in 2017 I was working with the Deputy Minister of the Ministry of Central Services in regards to 221 Winnipeg Street North in Regina.

I subsequently had the Deputy Minister of the Department of Highways along with his Senior Management Team and Senior Management from the Ministry of Central Services at this property. They indicated a strong interest to relocate some of the Department of Highways offices to this location.

On January 30<sup>th</sup> and February 1<sup>st</sup>, 2018 Mr. Mario and I had conversations in regards to this above captioned property and Zoning. I was clearly informed that this location was not, at this time, zoned for any Office Tenancy which was not related to "Call Centre". A Community Plan Amendment would have to be initiated as a first step and a subsequent Zoning Change would have to be applied for. Associated fees with this process were to be in excess of \$21,000.00.

We were under the impression after conversations with you that there was little chance of this process having am successful outcome due to the high vacancy rate of office space in Downtown Regina at this time.

We did further research in this regard and were prepared to engage Mr. Jason Carlston to assist us. He reiterated what you had told me about the difficulty in attempting a Community Plan Amendment, especially with the high Downtown Regina Office Vacancy Rate, and that we were likely wasting our time.

Now I am informed that the Department of Highways is undertaking interior fit-ups at this same location and are preparing to occupy this space as Office Tenants. I am not aware of any application for a Community Plan Amendment or Zoning Change, so with the same building and the same Tenant would you please explain the process which would allow them to relocate to this location?

#### Regards

Steve Jordan (306) 536-1500

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From:

Ben Mario

Sent:

September-06-18 4:44 PM

To:

Fred Searle

Subject:

FW: 221 Winnipeg Street North

#### Hi Fred,

Let's discuss this. I think generally we can say that we were approached with the details of the land use and arrived at conclusion to approve the land use, using the same sort of messages we delivered to RPC.

#### Ben

From: steve.jordan<sup>28(1)</sup>

[mailto:steve.jordan<sup>28(1)</sup>

Sent: Wednesday, September 05, 2018 7:58 PM

To: Ben Mario <BMARIO@regina.ca>; Fred Searle <FSEARLE@regina.ca>

Subject: 221 Winnipeg Street North

#### Gentlemen:

Late in 2016 and in 2017 I was working with the Deputy Minister of the Ministry of Central Services in regards to 221 Winnipeg Street North in Regina.

I subsequently had the Deputy Minister of the Department of Highways along with his Senior Management Team and Senior Management from the Ministry of Central Services at this property. They indicated a strong interest to relocate some of the Department of Highways offices to this location.

On January 30<sup>th</sup> and February 1<sup>st</sup>, 2018 Mr. Mario and I had conversations in regards to this above captioned property and Zoning. I was clearly informed that this location was not, at this time, zoned for any Office Tenancy which was not related to "Call Centre". A Community Plan Amendment would have to be initiated as a first step and a subsequent Zoning Change would have to be applied for. Associated fees with this process were to be in excess of \$21,000.00.

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We did further research in this regard and were prepared to engage Mr. Jason Carlston to assist us. He reiterated what you had told me about the difficulty in attempting a Community Plan Amendment, especially with the high Downtown Regina Office Vacancy Rate, and that we were likely wasting our time.

Now I am informed that the Department of Highways is undertaking interior fit-ups at this same location and are preparing to occupy this space as Office Tenants. I am not aware of any application for a Community Plan Amendment or Zoning Change, so with the same building and the same Tenant would you please explain the process which would allow them to relocate to this location?

#### Regards

Steve Jordan (306) 536-1500

From:

Judith Veresuk < JVeresuk@reginadowntown.ca>

Sent:

August-27-18 11:16 AM Louise Folk; Jim Nicol

To: Cc:

Chad Haidey (chad.haidey@cibc.com); Fred Searle; Andrew Stevens

Subject:

RDBID Comment - Zoning Bylaw Amendment Application 18-Z-10

**Attachments:** 

Comment 18-Z-10 221 N Winnipeg Street 08 27 18.pdf

Hi Louise and Jim,

Please find RDBID's response to Zoning Bylaw Amendment Application 18-Z-10. I apologize for the delay in getting this to you.

I will be unable to attend City Council tonight and request that my letter be circulated to Mayor Fougere and City Council.

Thank you in advance, Judith



Judith Veresuk, PCED.SK / Executive Director

jveresuk@reginadowntown.ca / 306-359-7573

Regina Downtown Business Improvement District Office: 306-359-7541 / Fax: 306-359-9060 1822 Scarth St., 2nd Floor Regina, SK S4P 2G3 http://reginadowntown.ca





Downtown Regina is located on Treaty 4 lands. Treaty 4 is home to the Cree, Ojibwe, Saulteaux, Dakota, Nakota, and Lakota peoples, as well as, the homeland of the Metis Nation.



August 27, 2018

Louise Folk Director, Development Services City of Regina 2476 Victoria Avenue, Box 1790 Regina, SK S4P3C8

Re:

Zoning Bylaw Amendment Application 18-Z-10
Rezoning from IB – Medium Industrial Zone to IA – Light Industrial Zone
221 N. Winnipeg Street

Dear Ms. Folk:

Thank you for the opportunity to comment on this application on behalf of Regina Downtown Business Improvement District (RDBID).

Regina Downtown Business Improvement District continues to support the current Office Development Policy contained in Section D5 of the Official Community Plan. According to the office development policy, the key criteria that must be met to develop office uses outside of the City Core (defined as 4<sup>th</sup> Avenue to the north, College Avenue to the south, Broad Street to the east and Albert Street to the west) include the following:

- Retention of a minimum of 80% of the City's medium and major scale office development within the downtown/central city area (between Albert St. and Broad St. - 4th Ave. and College Ave.);
- Not permitting large (major) scale office development (>4000 m2) outside of the downtown/ central city area, except for situations where the office complements an institutional land-use (e.g. university, hospital);
- Regulating the amount of office development occurring within the suburban context (designated areas called Office Areas identified in the city beyond the downtown/central city area), as follows:
  - Maximum building size is 4000 m2;
  - Maximum single user within each building is 2000 m2;
  - Maximum of 16000 m2 within specified Office Areas with phased development of no more than one building per year unless downtown office vacancy rate exceeds 8% in which case no approvals of office uses shall occur in Office Areas until the vacancy rate is below 8%;
- Office Area zone will be created that identifies the appropriate range of office types in order to minimize competition with the downtown;
- Office Area zone will have parking maximums with excess to be located in a structured garage;





 Requiring submission of a market analysis for proposed new Office Areas outside of the downtown/central city area, providing evidence that the proposed new Office Area will not result in the downtown having vacancy levels above 8% or the downtown/central city area having less than 80% of the City's total medium and major office floor area.

RDBID was a key contributor to the creation of the Office Development policy. We consider this policy to be essential in keeping the City Core the premier employment centre for the City of Regina. While we understand the need to support the reuse of underutilized land and properties in Regina, we are concerned that the proposed office use within this development are circumventing the intent of the Office Development policy. Further, approving office use at this site will set the precedent for increasing the office use square footage in the future.

Currently, Regina's downtown office vacancy rate is at 10.72% which exceeds the City threshold of 8% for approval of future office development. Further, Colliers International states that "Regina's downtown market remains beleaguered by low tenant demand and excess supply." We urge the City to continue to adhere to the Office Development policy and support the development policies contained in the recently adopted Official Community Plan.

Should you have further questions, please do not hesitate to contact me at 306.359.7573.

Sincerely,

Judith Veresuk

**Executive Director** 

Regina Downtown Business Improvement District

Сс

Mr. Chad Haidey, RDBID Chair Mr. Fred Searle, City of Regina

## Ben Mario

From: Mike Hogan <mike.hogan@cwregina.com>

Sent: Wednesday, August 15, 2018 4:48 PM

To: Fred Searle

Cc:John Pearson; Ben MarioSubject:Re: 221 N. Winnipeg Street

Yes 10:30 am tomorrow is good.

Thanks Gentleman

Regards,

#### Mike Hogan

President, Broker

Main: +1 306 777 0678
Direct: +1 306 791 9510
Mobile: +1 306 533 9755
Fax: +1 306 791 3777

mike.hogan@cwregina.com

2161 Scarth Street, Suite 200

Regina, SK S4P 2H8 | Canada

www.cushmanwakefieldregina.com

www.cushmanwakefield.com

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On Aug 15, 2018, at 4:40 PM, Fred Searle < FSEARLE@regina.ca > wrote:

Mike - would this time work for you to pop by my office?

Fred.

----Original Message----

From: John Pearson < <u>JPearson@Shindico.com</u>> Sent: Wednesday, August 15, 2018 4:38 PM To: Fred Searle < FSEARLE@regina.ca>

Cc: Mike Hogan <mike.hogan@cwregina.com>; Ben Mario <BMARIO@regina.ca>

Subject: Re: 221 N. Winnipeg Street

Yes, 10:30AM Regina Time tomorrow works for me.

On Aug 15, 2018, at 5:32 PM, Fred Searle < FSEARLE@regina.ca > wrote:

Hello John,

I am in meetings tomorrow morning with the exception of 10:30 am to 11:00 am. Let me know if that time would work.

Cheers.

Fred

----Original Message----

From: John Pearson < JPearson@Shindico.com>

Sent: Wednesday, August 15, 2018 4:30 PM

To: Fred Searle < FSEARLE@regina.ca>

Cc: Mike Hogan < mike.hogan@cwregina.com >; Ben Mario

<BMARIO@regina.ca>

Subject: Re: 221 N. Winnipeg Street

How about 9AM Regina time (10AM Wpg time) tomorrow (Thursday)?

On Aug 15, 2018, at 5:27 PM, Fred Searle <FSEARLE@regina.ca> wrote:

John we can call you. Mike, if you want to attend my office you are welcome to do so. If not we can connect you into the call.

Please confirm if this time will work.

Fred.

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<meeting.ics>

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#### **Ben Mario**

From: Mike Hogan <mike.hogan@cwregina.com>

Sent: Wednesday, August 15, 2018 4:33 PM

To: John Pearson

**Cc:** Fred Searle; Ben Mario **Subject:** Re: 221 N. Winnipeg Street

That's works for me.

Regards,

#### Mike Hogan

President, Broker

Main: +1 306 777 0678
Direct: +1 306 791 9510
Mobile: +1 306 533 9755
Fax: +1 306 791 3777

mike.hogan@cwregina.com

2161 Scarth Street, Suite 200

Regina, SK S4P 2H8 | Canada

www.cushmanwakefieldregina.com

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On Aug 15, 2018, at 4:29 PM, John Pearson < <u>JPearson@Shindico.com</u>> wrote:

On Aug 15, 2018, at 5:27 PM, Fred Searle < FSEARLE@regina.ca> wrote:

John we can call you. Mike, if you want to attend my office you are welcome to do so. If not we can connect you into the call.

Please confirm if this time will work.

Fred.

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<meeting.ics>

## **Ben Mario**

From: John Pearson < JPearson@Shindico.com>
Sent: Wednesday, August 15, 2018 4:23 PM

To: Fred Searle

Cc: Mike Hogan; Ben Mario

**Subject:** Re: Follow Up

Yes, tomorrow

On Aug 15, 2018, at 5:12 PM, Fred Searle < FSEARLE@regina.ca > wrote:

Hello John and Mike,

I was wondering if you would have time for a call this week just to debrief on the discussion at RPC but also to discuss the upcoming City Council meeting.

Cheers.

Fred.

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## **Ben Mario**

From: Mike Hogan <mike.hogan@cwregina.com>
Sent: Thursday, August 02, 2018 9:03 AM

Thursday, August 02, 2018 9:03 AM Fred Searle; John Pearson; Ben Mario

Subject: RE: Meeting Today - Location

Thanks Fred.

To:

Regards,

### Mike Hogan

President, Broker

Main: +1 306 777 0678 Direct: +1 306 791 9510 Mobile: +1 306 533 9755 Fax: +1 306 791 3777

mike.hogan@cwregina.com



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www.cushmanwakefieldregina.com www.cushmanwakefield.com

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**From:** Fred Searle [mailto:FSEARLE@regina.ca]

Sent: August-02-18 8:45 AM

To: John Pearson; Mike Hogan; Ben Mario

Subject: Meeting Today - Location

Hello Fellows,

We are meeting in Meeting Room E on the Main Floor of City Hall at 1:00 pm today.

Cheers.

#### Fred.

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## Ben Mario

**Subject:** 221 Winnipeg -- Rezoning -- re Planning Commission Hearing

Location: Regina Planning Office (1:00pm Regina Time)

 Start:
 Thu 02/Aug/2018 1:00 PM

 End:
 Thu 02/Aug/2018 2:00 PM

Recurrence: (none)

Meeting Status: Accepted

**Organizer:** John Pearson

From:

Richel Nixon

Sent:

July-24-18 11:13 AM

To:

Mayor; Mike O'Donnell; Bob Hawkins; Barbara Young; Sharron Bryce

Cc:

Ben Mario; Fred Searle

Subject:

Zoning Bylaw Amendment Application (18-Z-10) 221 N Winnipeg Street

**Attachments:** 

18-Z-10.pdf

Please find the attached memo regarding Zoning Bylaw Amendment Application (18-Z-10) – Existing IB - Medium Industrial Zone to IA – Light Industrial Zone 221 N Winnipeg Street.

If you wish to discuss any concerns or require additional information, please contact Louise Folk at 306-777-7811 or email Ifolk@regina.ca.

Thank you,

**Richel Nixon**Administrative Secretary
Development Services
C: 306-777-7467

E: rnixon@regina.ca



# Memo

June 28, 2018

File No.: 18-Z-10

To:

Mayor's Office

Councillor M. O'Donnell Councillor B. Hawkins Councillor B. Young Councillor S. Bryce

Re: Zoning Bylaw Amendment Application (18-Z-10) - Existing IB - Medium Industrial

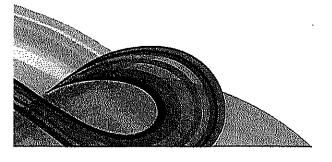
Zone to IA - Light Industrial Zone

221 N Winning Street

The Development Services Department has received the above application under the Zoning Bylaw Amendment procedure. This application is being circulated to various City departments and branches, external agencies, the community association and surrounding property owners and residents.

The applicant proposes to rezone the property from IB - Medium Industrial Zone to IA -Light Industrial Zone. The property consists of a building with approximately 12,800 square metres. Approximately 4,615 square meters of space within the building is warehouse and the remainder is suitable for non-industrial users.

The building was purpose-built as a vocational school (formerly the Saskatchewan Institute of Applied Science and Technology) and was later fully occupied by Staples/ Quill as a call center. The applicant intends to repurpose the building to accommodate tenants that may use that non-industrial floor area in the building. The IA - Light Industrial Zone would allow for up to 1,000 square metres of principle office use in the building, whereas the IB - Medium Industrial Zone does not allow for office use. Attached for your information are aerial photographs of the subject property.



Zoning Bylaw Amendment Application (18-Z-10) Page 2

If you wish to arrange a meeting, discuss any concerns or require any additional information in order to fully conduct your review, please contact myself at 306-777-7811 or email lfolk@regina.ca.

Sincerely,

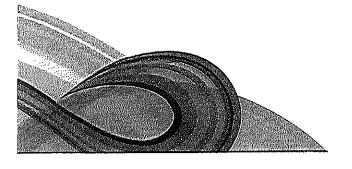
Louise Folk, Director

Development Services Department

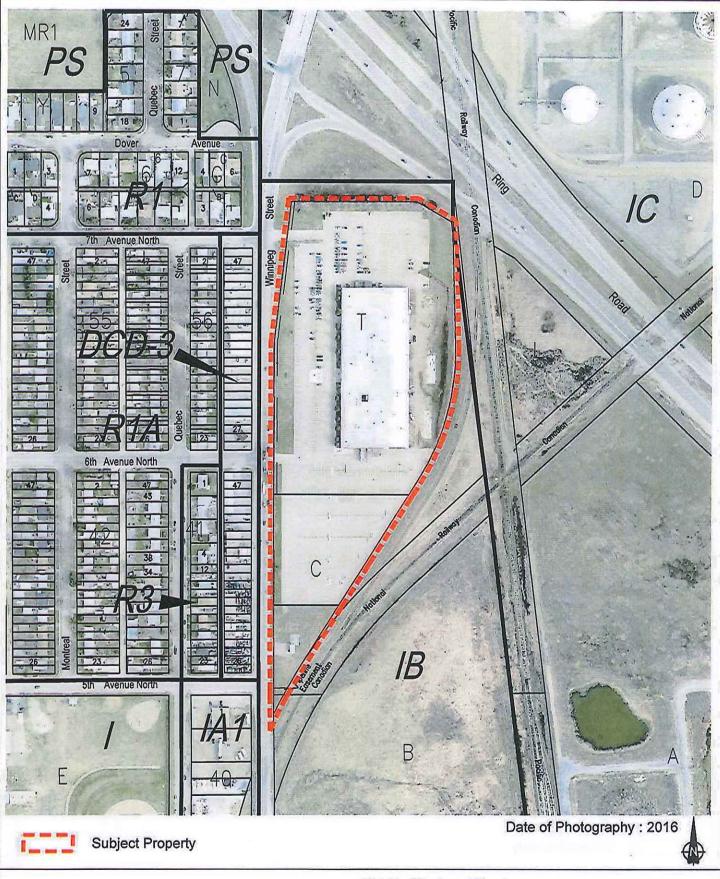
cc: Fred Searle, Manager Current Planning Ben Mario, Project Planner

BM

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# Appendix A-1



Project 18-Z-10

Civic Address/Subdivision

221 N. Winnipeg Street Staples Call Centre Building

# Appendix A-2





Subject Property

Date of Photography: 2016



#### **Ben Mario**

From: John Pearson < JPearson@Shindico.com>

Sent: Wednesday, July 11, 2018 1:48 PM

**To:** Fred Searle; Mike Hogan

Cc: Ben Mario

**Subject:** RE: 221 N. Winnipeg Street

We sincerely appreciate this letter and your lengthy efforts within your office.

From: Fred Searle <FSEARLE@regina.ca> Sent: Wednesday, July 11, 2018 2:23 PM

To: John Pearson <JPearson@Shindico.com>; Mike Hogan <mike.hogan@cwregina.com>

Cc: Ben Mario <BMARIO@regina.ca> Subject: 221 N. Winnipeg Street

Hello John,

Please find attached the letter verifying the acceptance by the City of Regina of the proposal for a portion of the building/site located at 221N. Winnipeg Street.

Please advise if you have any questions or require further clarification.

Fred Searle, Manager Current Planning Branch Development Service Department City of Regina

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From:

Mike Hogan <mike.hogan@cwregina.com>

Sent:

July-11-18 1:42 PM

To:

Fred Searle; John Pearson

Cc:

Ben Mario

Subject:

RE: 221 N. Winnipeg Street

Fred & Ben, we appreciate all your efforts on this project for the Dept of Hwys and the Ministry of Central Services.

Have a great day.

Regards,

## Mike Hogan

President, Broker

Main:

+1 306 777 0678

Direct:

+1 306 791 9510

Mobile:

+1 306 533 9755

Fax:

+1 306 791 3777

## mike.hogan@cwregina.com



2161 Scarth Street, Suite 200 Regina, SK S4P 2H8 | Canada

www.cushmanwakefieldregina.com www.cushmanwakefield.com

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From: Fred Searle [mailto:FSEARLE@regina.ca]

**Sent:** July-11-18 1:23 PM **To:** John Pearson; Mike Hogan

Cc: Ben Mario

Subject: 221 N. Winnipeg Street

Hello John,

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Please advise if you have any questions or require further clarification.

Fred Searle, Manager Current Planning Branch Development Service Department City of Regina

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July 11, 2018

John Pearson 3346286 Manitoba Ltd., c/o Shindico Realty Winnipeg, MB, R3M 3Y9

Dear Mr. Pearson:

Re: Development Permit Application
Ministry of Highways Infrastructure (MHI) – 221 N. Winnipeg Street

This is in follow up to our telephone conversation on Friday July 6, 2018 regarding the status of the above-referenced development permit application.

As discussed, the City of Regina has concluded the review of the development permit application and has determined that the MHI proposal for re-use of a portion of the building/site is compliant with the land use requirements of *Regina Zoning Bylaw No. 9250* (Zoning Bylaw). This approval is issued on the basis that the office use is accessory to the principal use of the premises as a warehouse and compound in support of highway service, monitoring, and safety operations.

In addition, our analysis has determined that the proposal is not in contravention of the Office Policy in *Design Regina: The Official Community Plan* (OCP) as:

- The proposal does not constitute purpose-built office space. It is the conversion of an existing building, which does not fall under the definition of medium or major office.
- The proposal accommodates the relocation of existing MHI operations that are currently not located in the downtown and does not result in a reduction of leasable office floor area in the downtown.
- No new floor area is being added and no physical alteration to non-warehouse components of the building are proposed.

Please consult our Building Standards Branch for information and advice on the requirements for building permits that might be required to accommodate the MHI proposal. The link to the building permit information on our website is as follows:

https://www.regina.ca/residents/building-demolition/build-on-property/commercial-industrial/index.htm.

Future development permit applications for the balance of the building/site will be assessed on an individual basis to determine compliance with the Zoning Bylaw and OCP at the time of application.

Should you have any questions please contact me directly at 306-777-7541.

Sincerely,

Fred Searle

Manager, Current Planning

cc.

Street File Senior City Planner East

From:

Sent:	July-11-18 9:55 AM			
To: Subject:	Jose Jara Signposting - 221 N. Winnipeg Street (18-Z-10)			
•				
Hello Jose,				
Hope all is well.				
Can you confirm for me the date	e the public notice sign was posted for this development			
Thanks.				
Fred.				

Fred Searle

#### **Ben Mario**

From:

Fred Searle

Sent:

Friday, July 06, 2018 11:28 AM

To:

John Pearson

Cc:

Ben Mario; Mike Hogan; Justin Zarnowski

Subject:

RE: Follow up -- 221 Winnipeg

Hello John,

Hope all is well. I just left a message with Michelle for you to give me a call regarding an update on our review process.

I am in the office for the balance of the day but have meetings scheduled between 11:45 and 1:30 Regina time and 2:00 pm and 3:00 pm Regina time.

You can reach me directly at 306-777-7541.

Cheers.

Fred Searle, Manager Current Planning Branch Development Services Department City of Regina

From: John Pearson < JPearson@Shindico.com>

Sent: Friday, July 6, 2018 7:39 AM
To: Fred Searle <FSEARLE@regina.ca>

Cc: Ben Mario <BMARIO@regina.ca>; Mike Hogan <mike.hogan@cwregina.com>; Justin Zarnowski

<JZarnowski@Shindico.com>

Subject: FW: Follow up -- 221 Winnipeg

Importance: High

We look forward to your confirmation that the two categories of "Highways Hotline Engineers and Field Support Staff" and "Highways Design and Emergency Planning Support Team" will be classified as accessory components to the proposal. AS discussed, time in now of the essence. Thanks John

From: Fred Searle < FSEARLE@regina.ca > Sent: Friday, June 29, 2018 2:21 PM

To: John Pearson <JPearson@Shindico.com>; Mike Hogan <mike.hogan@cwregina.com>

Subject: Follow up

Hello Mike,

This is in follow up to our telephone conversation yesterday and our teleconference on Wednesday.

To confirm, we are taking another look at the classification around the two categories of "Highways Hotline Engineers and Field Support Staff" and "Highways Design and Emergency Planning Support Team" to consider these as accessory

components to the proposal. At this time there is no additional information required to follow up on this to complete our review. I will let you know soon if there are any additional questions and follow up.

Please let me know if you have any questions.

## Fred.

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From:

Fred Searle

Sent:

July-04-18 2:19 PM

To:

Ben Mario

Subject:

FW: Mayor Briefing - 221 N. Winnipeg Street (Former Staples Call Centre Building)

**Attachments:** 

Mayor Briefing - Winnipeg Street.doc

FYI.

From: Fred Searle

**Sent:** Wednesday, July 4, 2018 2:14 PM **To:** Lorrie Snook <LSNOOK@regina.ca> **Cc:** Richel Nixon <RNIXON@regina.ca>

Subject: Mayor Briefing - 221 N. Winnipeg Street (Former Staples Call Centre Building)

Hello Lorrie,

Please find attached for Diana's review the one-page information sheet regarding the above for the Mayor briefing on Monday July 9, 2018.

Louise and I will be attending the briefing with the Mayor in Diana's absence.

Fred.

## Mayor's Briefing

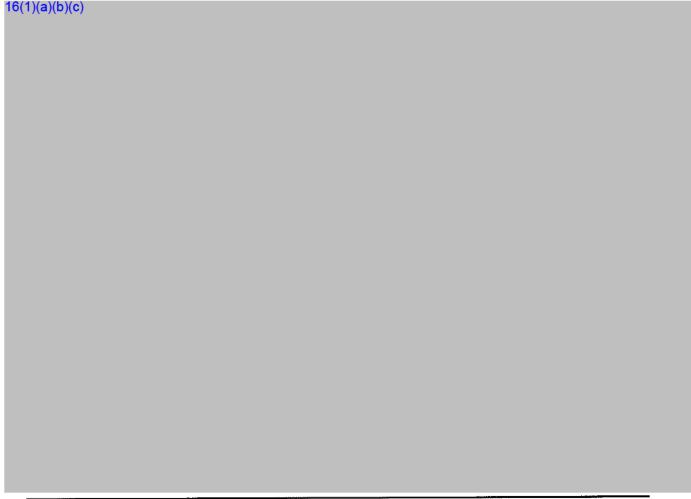
## Development Proposal – 221 N. Winnipeg Street (Staples Call Centre Building)

## INFORMATION

## Background:

A development permit application was submitted by the owner of the building located at 221 N. Winnipeg Street on behalf of the Ministry of Highways and Infrastructure (MHI) to consolidate their highway related services in this building that include the highway hotline, field staff and engineers, vehicular enforcement unit, bypass monitoring, and related support staff. The building was initially developed as a vocational school for Saskatchewan Institute of Applied Science technology (SIAST) and later as a retail call center by Staples who still occupy a portion of the building. The building was purpose built with a warehouse component and a non-warehouse component.

A separate zoning amendment application has been received to rezone the property from IB – Medium Industrial to IA – Light Industrial to facilitate further redevelopment of the balance of the building.



From:

Fred Searle

Sent:

June-29-18 4:23 PM

To:

Ben Mario

Subject:

FW: 221 N Winnipeg Street Permit Notes

FYI

From: Michael Sliva

**Sent:** Friday, June 29, 2018 1:37 PM **To:** Fred Searle <FSEARLE@regina.ca>

Subject: 221 N Winnipeg Street Permit Notes

Fred,

Unfortunately, there are no notes for the permits for Vocational School or Government. The only thing of note is that Sasktel was the applicant/owner for the Government permit.

## Michael Sliva

City Planner I Current Planning Branch P: 306.529.5830

E: msliva@regina.ca

## Land Use Classification - 221 N. Winnipeg Street - Ministry of Highway and Infrastructure (MHI)

## **Building Information:**

- The existing building is approximately 12,800 m2 in area.
- Approximately 4,615m<sup>2</sup> of space within the building is warehouse and the remaining 8185m2 of non-warehouse space that has previously been occupied by SIAST as a vocational school and Staples as a retail call center. (35% Warehouse and 65% Office).

## **Development Permit – Land Use Analysis:**

Ministry of Highways – Business Function	Floor Area	Land Use Classification	Land Use Status (IA Zone)
	Main F	loor	
Commercial Vehicle Enforcement	1349m2 - Administration and Training 307 m2 and Firearms training and storage 1042 m2)	Accessory Use Office - Warehousing (Compound) and Vocational Training	Permitted
Highways Hotline Engineers and Field Support Staff	728m2	Accessory Use  Office/Office Industry — Highway service and field workers.	Permitted  Permitted - subject to rezoning to IA — Light Industrial
Diesel Generator	119m2	Accessory Use – Mechanical System	Permitted
	Second	Floor	
Highways Call Center	472m2	Call Center (Continuance of use and Public Use)	Permitted .
Highway Hotline	847 m2	Call Center (Continuance of use and Public Use)	Permitted
Highways Design and Emergency Planning Support Team	549m2	Office Industry	Permitted - subject to rezoning to IA — Light Industrial
	Site		
Highways Vehicle Compound	2610m2 (compound)	Parking	Permitted
Highway Patrol Vehicles	1349 m2 (compound)	Parking	Permitted

#### Note:

The property was purpose built as a vocational school and was most recently used for a retail call center by Staples/Quill. The call center was classified as "Retail" in approximately 2000 and was not considered to be "office". Staples still occupies approximately 1692m2 on the second floor of the building. The Highway Hotline is similar in function to previous use.

The Current Zoning of the property is IB – Medium Industrial, in which Office, Industry is not permitted. The applicant has submitted an application to rezone the property to IA – Light Industrial, which accommodates up to 1000m2 Office, Industry as a permitted use.

The highway hotline and call center are public service uses similar to a police station and Emergency Call Center. These land uses should not be subject to office policy requirements.

#### **Policy Analysis:**

- Section D5, Goal 5 of the Design Regina: The Official Community Plan, Bylaw No. 2013-48 (OCP)
  intention is to support the downtown as the city's primary business centre by ensuring that medium
  office and major office developments are located within the identified office areas and urban centres.
- The Ministry of Central Services submitted an application to allow for the use of an existing building which is not in the identified office areas and urban centres.
- The OCP office development policies apply to medium and major office development that are "purpose-built" (OCP Appendix C Definitions). The proposed relocation of the Ministry of Central Services user groups to 221 Winnipeg Street North would not contradict the OCP office development policies because it would be a conversion of an existing building, which does not fall under the definition of medium or major office.

The applicant should be made aware that if there is a desire to expand the facility in the future to accommodate office spaces, this could be interpreted as a contravention of the policy given that the expansion would be purpose-built. This proposal is being accommodated on the basis that no new floor area is added, that the office is accessory to a principal use, that it will not involve relocation of downtown leasable floor area.

From:

Fred Searle

Sent:

June-29-18 4:10 PM

To:

Ben Mario

Subject:

FW: Permit Information

FYI

Non Responsive			

From: Michael Sliva

Sent: Friday, June 29, 2018 9:06 AM
To: Fred Searle < FSEARLE@regina.ca >
Subject: RE: Permit Information

Fred,

• 221 N Winnipeg Street was classified as Office in their 2006 alteration permit. There were permits in 2000 for both School-Vocational and Government-Provincial.

# Non Responsive

.

Michael Sliva

From: Fred Searle

Sent: Friday, June 29, 2018 8:30 AM
To: Michael Sliva < MSLIVA@regina.ca>

Subject: Permit Information

Hello Mike,

I would like for you to track down some permit information for me today for the following properties:

	0	221 N.	. Winnipeg Street – Staples Call Center Building
Non Responsive			

Please let me know if you have any questions or require any clarification. Thanks Mike.

Fred.

# **Ben Mario**

From: Sanden, Tracy SHA <Tracy.Sanden@saskhealthauthority.ca>

Sent: Wednesday, June 27, 2018 8:22 AM

To: Ben Mario

**Subject:** 17-Z-10 221N Winnipeg Street

The examination of application 17-Z-10 221N Winnipeg Street was completed by the Health Promotion, Emergency Medical Services and Environmental Health Departments of the Saskatchewan Health Authority – Regina area.

# RQHR has no concerns for this application.

We appreciate the opportunity to provide comments and welcome other opportunities to collaborate and/or be involved in working groups to promote healthier community development.

## Tracy Sanden, R.D., MPH(HP)

Health Promotion - Population and Public Health Services 4211 Albert Street — Regina Saskatchewan Health Authority | 306.766.7283

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### **Richel Nixon**

From:

John Pearson < JPearson@Shindico.com>

Sent:

June-25-18 3:12 PM

To:

Mike Hogan

Cc:

Fred Searle; Michelle Brady; Ben Mario; mike.hogan@dtzregina.com

Subject:

Re: 221 Winnipeg, Regina - Conference Call - Wednesday, June 27

#### Thanks

> On Jun 25, 2018, at 3:51 PM, Mike Hogan <mike.hogan@cwregina.com> wrote:

> Fred, yes, I will join you and Ben at your office. See you Weds.

>

> Regards,

> Mike Hogan

> President, Broker

> Main: +1 306 777 0678 > Direct: +1 306 791 9510 > Mobile: +1 306 533 9755 > Fax: +1 306 791 3777

> mike.hogan@cwregina.com

>

> 2161 Scarth Street, Suite 200

> Regina, SK S4P 2H8 | Canada

> www.cushmanwakefieldregina.com | www.cushmanwakefield.com

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>
>
> ----Original Message-----
> From: Fred Searle [mailto:FSEARLE@regina.ca]
> Sent: June-25-18 2:15 PM
> To: John Pearson; Michelle Brady
> Cc: Ben Mario; mike.hogan@dtzregina.com
> Subject: RE: 221 Winnipeg, Regina - Conference Call - Wednesday, June 27
> Hello John and Michelle,
> This time works for Ben and I for the call.
> Mike - will you be joining us at our office?
> Cheers.
> Fred Searle, Manager
> Current Planning Branch
> Development Services Department
> City of Regina
>
>
> ----Original Message-----
> From: John Pearson < JPearson@Shindico.com>
> Sent: Monday, June 25, 2018 1:31 PM
> To: Fred Searle <FSEARLE@regina.ca>
> Cc: Ben Mario <BMARIO@regina.ca>; mike.hogan@dtzregina.com; Michelle Brady <MBrady@Shindico.com>
> Subject: RE: 221 Winnipeg, Regina - Conference Call - Wednesday, June 27
> Fred, further to the voice-mail from my assistant Michelle, are you available on Wednesday, June 27 at 1:30 Regina
time (2:30 Winnipeg time)?
> ----Original Message-----
> From: John Pearson
> Sent: June-22-18 6:43 PM
> To: Fred Searle <FSEARLE@regina.ca>
> Cc: Ben Mario <BMARIO@regina.ca>; mike.hogan@dtzregina.com; Michelle Brady <MBrady@Shindico.com>
> Subject: Re: 221 Winnipeg, Regina
> I am travelling on Monday / Tues — we can schedule something for Wed. My assistant Michelle will coordinate with
you on Monday for a call on Wed. I would like Mike to also be on the call.
> Thanks
>> On Jun 22, 2018, at 6:37 PM, Fred Searle <FSEARLE@regina.ca> wrote:
>> Hello John,
>>
```

update. Let me know what would be a good time.
<b>&gt;&gt;</b>
>> Cheers.
>>
>> Fred.
>>
>>Original Message
>> From: John Pearson <jpearson@shindico.com></jpearson@shindico.com>
>> Sent: Friday, June 22, 2018 6:58 AM
>> To: Fred Searle <fsearle@regina.ca>; Ben Mario <bmario@regina.ca></bmario@regina.ca></fsearle@regina.ca>
>> Cc: mike.hogan@dtzregina.com
>> Subject: 221 Winnipeg, Regina
>>
>> Fred   Ben,
>> Hope all is well.
>>
>> As previously discussed, we are following up to confirm that the City will be providing us with endorsement very
shortly of the initial 30,000sf Highways tenancy that we have secured for 221 Winnipeg. The Lease is in final form and
needs to be executed by us and the Province. We also have substantial Bldg systems upgrades that need to be
completed to accommodate this tenancy that need to commence ASAP. We look forward to your endorsement.

>> If you are free on Monday let's connect for a few minutes by phone to discuss the points below and provide an

>> Secondly, we confirm that we have made travel arrangements and will be in town for the Planning Commission Hearing on Aug 2. Please provide me a heads up as to the process at the hearing and specifics regarding our

presentation opportunity.

>> Lastly, we would like to be part of the process for the Office Policy Review that we understand is scheduled for this year. We will be looking for consideration for 221 Winnipeg to be exempt from the Office Policy going forward due to the fact it was pre-existing prior to the implementation of the Office Policy. Please advise as to how we can be part of the Office Policy Review Process.

>> >> We appreciate your assistance with all of these items.

>> Regards John

>>

>

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#### **Ben Mario**

From: Mike Hogan <mike.hogan@cwregina.com>

**Sent:** Thursday, June 07, 2018 10:21 AM

To: Ben Mario; Fred Searle

Cc: John Pearson

Subject: 221 Winnipeg St North - Update - Ministry of Central Services - Dept of Highways

# Good morning Ben & Fred,

Further to my conversation this morning with the Ministry of Central Services; The Landlord will be in receipt of the final copy of the formal lease agreement in the coming days for the Landlord's execution in order the Landlord can commence with the required leasehold improvement work for the Dept. of Highways to meet the targeted lease commencement date of early fall 2018.

Please forward the city of Regina clearance letter at your earliest opportunity.

We thank-you in advance for your assistance on this project.

Regards,

### Mike Hogan

President, Broker

Main: +1 306 777 0678

Direct: +1 306 791 9510

Mobile: +1 306 533 9755

Fax: +1 306 791 3777

mike.hogan@cwregina.com



Regina

2161 Scarth Street, Suite 200 Regina, SK S4P 2H8 | Canada

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## **Richel Nixon**

From:

John Pearson < JPearson@Shindico.com>

Sent:

June-05-18 4:01 PM

To:

Ben Mario; Fred Searle 'Mike Hogan'; Kelly Smith

Cc: Subject:

RE: 221 Winnipeg Street North - City of Regina Letter / Plans

Thanks for your response. I confirm that I have scheduled to be in Regina for the Planning Commission Meeting on Aug 2.

From: Ben Mario <BMARIO@regina.ca> Sent: Tuesday, June 05, 2018 4:44 PM

**To:** John Pearson 
JPearson@Shindico.com>; Fred Searle <FSEARLE@regina.ca>
Cc: 'Mike Hogan' <mike.hogan@cwregina.com>; Kelly Smith <KSmith@Shindico.com>

Subject: RE: 221 Winnipeg Street North - City of Regina Letter / Plans

Hi John,

We are working through the information to ensure that we are solidly grounded in the decision that we make. We have had internal meetings to discuss and we have another meeting at the end of the week. I do not believe we require any further information. We hope to see this to the August 2 Regina Planning Commission meeting. It would be a good idea to plan to be here for that meeting, which would be at 4pm.

Thanks,

Ben Mario, MCIP, RPP Senior City Planner Current Planning Branch Development Services Department

P: 306.777-7582 E: <u>bmario@regina.ca</u>



From: John Pearson [mailto:JPearson@Shindico.com]

Sent: Monday, June 04, 2018 8:46 AM

To: Ben Mario < BMARIO@regina.ca >; Fred Searle < FSEARLE@regina.ca >

Cc: 'Mike Hogan' <mike.hogan@cwregina.com>; Kelly Smith <KSmith@Shindico.com>

Subject: FW: 221 Winnipeg Street North - City of Regina Letter / Plans

Ben / Fred, further to our discussions and our Zoning Bylaw Amendment Application to IA zoning, please advise as to the status and if any additional information is required. In addition, do we need to attend any Hearings in this regard?

We appreciate your assistance and look forward to hearing from you.

From: John Pearson Sent: May-22-18 1:40 PM

To: Ben Mario < BMARIO@regina.ca>; Fred Searle < FSEARLE@regina.ca> Cc: mike.hogan@cwregina.com; Kelly Smith < KSmith@Shindico.com> Subject: FW: 221 Winnipeg Street North - City of Regina Letter / Plans

Ben / Fred, further to our recent conference call, please confirm that the Ministry of Central Services tenancy is endorsed based on the information provided within the existing IB zoning.

In addition, we wanted to confirm that the Zoning Bylaw Amendment Application to IA zoning, to assist with subsequent tenancies, submitted May 9, is being processed along with the additional information provided, and the discussion on May 10, 2018. Please advise as to the status of our application and key dates going forward that we may need to attend (ie. Hearings).

We appreciate your assistance and look forward to bringing this matter to a successful conclusion.

From: John Pearson Sent: May-10-18 3:50 PM

To: Fred Searle < FSEARLE@regina.ca>; Ben Mario < BMARIO@regina.ca>

Cc: mike.hogan@cwregina.com

Subject: 221 Winnipeg Street North - City of Regina Letter / Plans (email 3 of 3)

Fred / Ben, to assist in our conference call, attached are:

- · Letter from the City of Regina
- Site Plan illustrating current Highways Vehicle Compound requirements (illustrated in blue) and potential Highways Patrol Vehicles Compound requirements (illustrated in green)
- Illustration as to the Highways uses within the proposed Main Floor space and Second Floor space.

The combined current uses, including compound, battery back-up areas, Highway Hotline, Highway call centre, emergency response teams, etc. are collectively the "Primary Use" and office use is incidental.

We just got off a Conference Call with Ministry of Govt Services / Highways and now need to talk to you ASAP. DISCLAIMER: The information transmitted is intended only for the addressee and may contain confidential, proprietary and/or privileged material. Any unauthorized review, distribution or other use of or the taking of any action in reliance upon this information is prohibited. If you received this in error, please contact the sender and delete or destroy this message and any copies.

# **Richel Nixon**

From:

Mike Hogan <mike.hogan@cwregina.com>

Sent:

June-07-18 10:21 AM Ben Mario: Fred Searle

To: Cc:

John Pearson

Subject:

221 Winnipeg St North - Update - Ministry of Central Services - Dept of Highways

Good morning Ben & Fred,

Further to my conversation this morning with the Ministry of Central Services; The Landlord will be in receipt of the final copy of the formal lease agreement in the coming days for the Landlord's execution in order the Landlord can commence with the required leasehold improvement work for the Dept. of Highways to meet the targeted lease commencement date of early fall 2018.

Please forward the city of Regina clearance letter at your earliest opportunity.

We thank-you in advance for your assistance on this project.

Regards,

#### Mike Hogan

President, Broker

Main:

+1 306 777 0678

Direct:

+1 306 791 9510

Mobile:

+1 306 533 9755

Fax: +1 306 791 3777 mike.hogan@cwregina.com



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2161 Scarth Street, Suite 200 Regina, SK S4P 2H8 | Canada

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May 8, 2018

Mike Hogan mike.hogan@cwregina.com

John Pearson JPearson@Shindico.com

Dear Sirs:

Re: Reuse of Building at 221 N Winnipeg Street

This is to follow up from our meeting on April 24, 2018 and our tour of the building/site on May 1, 2018.

As noted previously we wish to confirm the current legal status of the property as it relates to current regulation.

- The subject property is zoned IB- Medium Industrial Zone, in which Office General, or Office Industry is not a permitted use.
- The most recent tenancy of the building was Staples Call Centre, which the City classified as a Retail Use. When the Saskatchewan Institute of Applied Science Technology (SIAST) existing in the building it was considered a Vocational School under the Zoning Bylaw. Therefore, the space within the building cannot be considered to be legally non-conforming use (i.e. "grandfathered"), in that the building was never approved for use as Office.
- The City's Official Community Plan (Section D5) endeavors to support the downtown as the City's primary business centre. In doing so, medium and major scaled office (i.e. office spaces greater than 1000m²) to locate in the Downtown or in specific areas.
- Use of the building for the Office can only be accommodated as an accessory use, pursuant to Chapter 11 of the Zoning Bylaw. In making the determination of accessory status the development would need to demonstrate consistency with this section of the Zoning Bylaw. The principal use would need to be accommodated as a permitted land use in the zone and the office spaces would need to be incidental to that use in order to be considered accessory. The Development Officer will be required to make a decision based on the following considerations: the size of lot; nature of the principle use; use made of adjacent lots; incidence of similar use in the neighbourhood; and potential for adverse impacts on adjacent property.

The Zoning Bylaw also requires that the accessory use shall not be used until after the development of the principal use, unless authorized by a development agreement.

It is our understanding that you and your client are seeking verification that the intended use of the building is compliant with the Zoning Bylaw. In order to provide this verification the recommended next steps are as follows:

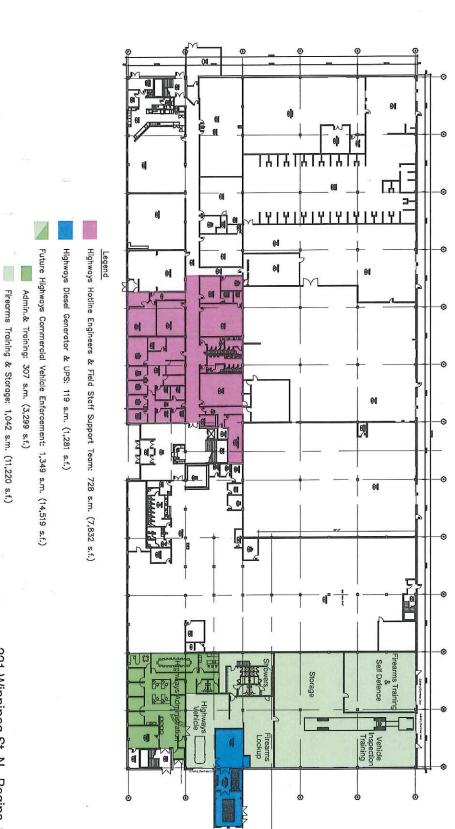
- Submit a Development Permit Application detailing the use of the floor spaces
  and areas on site. The Development Permit must accompany a diagram of the
  floor areas with written description of activities throughout the building/site
  which clearly demonstrate the relationship to non-office principal uses on the site.
  The description of use should establish linkages to business areas elsewhere
  within the building and on the site, such as compound areas or warehouse areas.
- Submit a Zoning Bylaw Amendment Application to rezone to IA Light Industrial. This will allow for some flexibility to accommodate a maximum of 1000m<sup>2</sup> of office space as a principle use.

Upon submission of the application for Development Permit, the Development Officer will make a conclusive determination of the proposed land uses within the building.

Should you have any questions or wish to discuss, please contact Ben Mario at 306-777-7582 or email <a href="mailto:bmario@regina.ca">bmario@regina.ca</a>.

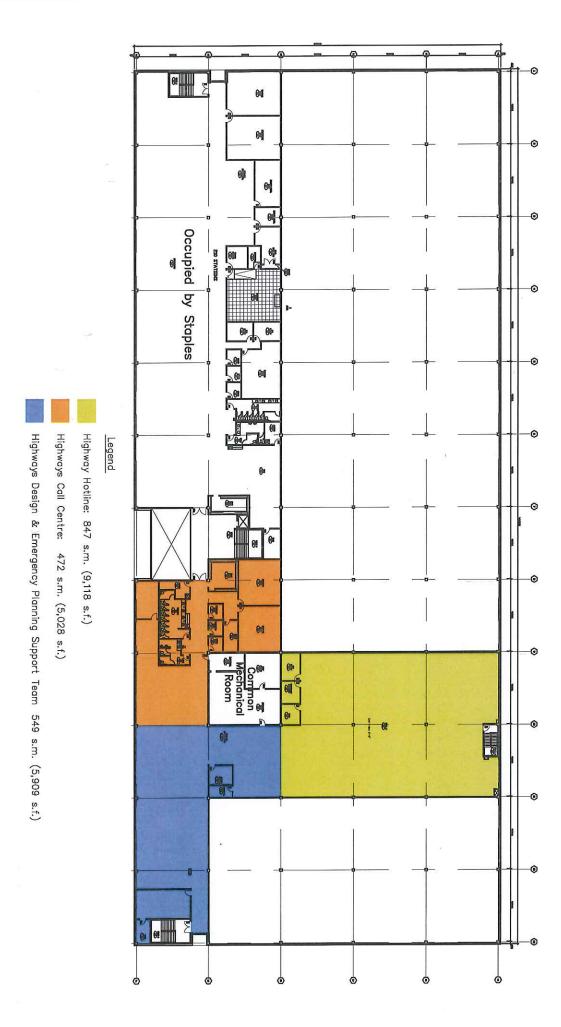
Yours truly

Fred Searle, Manager Current Planning Branch



221 Winnipeg St. N, Regina, SK.

Main Floor Plan



Ministry of Central Services Project: Park Street

221 Winnipeg St. N, Regina, SK. 2.2.1 (a&b) Second Floor Plan



Ministry of Central Services
Property Management Division
1920 Rose Street
REGINA SK S4P 0A9
Phone: 306-787-3462

February 12, 2018

John Pearson 3346286 Manitoba Limited c/o Shindico Realty Inc. 200 – 1355 Taylor Avenue WINNIPEG MB R3M 3Y9

Dear Mr. Pearson:

RE: Description of User Groups

221 Winnipeg Street North, Regina, Saskatchewan

As per your request, I have included below an outline description of the user groups that the Ministry intends to move into the 221 Winnipeg Street North location. Please note that this list is subject to change as we work towards securing additional groups and finalizing the agreement. The purpose of the outline is to help you facilitate zoning approvals with the City of Regina based on our user groups which will occupy a substantial portion of the 221 Winnipeg Street North building. The building is able to accommodate a wide variety of requirements some of which are listed below.

## Committed User Group Descriptions include:

- Commercial Vehicle Enforcement This group patrol commercial vehicles on highways throughout southern Saskatchewan. They require secured warehouse storage for vehicles and firearms, as well as an enclosed compound space for their patrol vehicles.
- Highway Hotline This group has a call-centre setup and require the back-up diesel generator, complete with battery back-up that currently exists within the building to ensure no power disruption (this system has a value in the range of \$1,000,000 of equipment and not easily duplicated). The staff monitor and update the Highway Hotline telephone and website services. During the winter months, they are in operation 24/7.
- ITS This group video monitors the Regina Bypass. They will have a monitoring centre with several large TV's.

- Operations This group consists of engineers and field staff that are in and out of the office frequently travelling to various Highways locations. Proximity to the Ring Road is a necessary feature.
- Design & Innovation This group consists of Highways design and planning staff.

I would also like to acknowledge your intentions to submit a proposal on an RFP we currently have advertised where the requirements consists of compound space, warehouse space, and office space contained within one facility which the 221 Winnipeg Street North building is able to meet.

If you require additional information or clarification on any of the above, please feel free to contact myself at (306) 787-3462 or <a href="mailto:vicki.buchanan@gov.sk.ca">vicki.buchanan@gov.sk.ca</a>.

Vours truly, Vicki Buchana

Vicki Buchanan Realty Manager