



MINUTES

Advisory Planning Commission (APC)

Thursday, October 15, 2015 at 7:00 p.m.

City Hall, Council Chambers

PRESENT: Acting Chair – Bruce Laxdal; Members – J. Harold Cowie, Tina Donovan, Mayo McDonough; Council Liaison – Cal Fradin; Staff Liaison – Lisa Brinkman, Planner and Recorder.

ABSENT/REGRETS: Pamela Fraser

GUESTS: Applicant B. MacMunn and R. Taylor

The Acting Chair called the meeting to order at 7:00 p.m.

1. AGENDA

It was moved, seconded and carried that the agenda of October 15, 2015 be approved with the addition of two Council Referrals i) Zoning Amendment Application 3360-15-03 Esplanade Avenue; and ii) Zoning Housekeeping Amendments 2015 3360-15-04.

2. ADOPTION OF MINUTES

It was moved, seconded and carried that the APC minutes of June 19, 2014 be adopted.

3. COUNCIL REFERRALS

- a) Zoning Bylaw Amendment Application 3360-15-03 – B. MacMunn
Subject Properties: 918, 922, 928, 934, and 940 Esplanade Avenue

Planner L. Brinkman provided a summary of the Zoning Bylaw amendment application.

Applicant B. MacMunn and R. Taylor provided additional information regarding the proposed uses for the lands.

The APC members discussed the rezoning proposal and passed the following motion:

It was moved, seconded and carried that the Advisory Planning Commission (APC) recommends support for amending the C-2 Zone to permit a site specific use 'motor vehicle sale and rental' at 934 and 940 Esplanade Avenue with the following conditions: maximum of 15 vehicles for outdoor display; permitting the outdoor display area to be between the exterior side and front parcel line and the building; and that the outdoor display be subject to the requirements of DPA 2 and landscape guidelines of DPA 3.

- b) Official Community Plan Policy Amendments 2015 – Bylaws 1891 & 1886

The APC discussed the proposed policies in OCP Amendment Bylaw 1891 and passed the following motion:

It was moved, seconded and carried that the Advisory Planning Commission (APC) recommends support for the policies in Bylaw 1891 and offers the following comments:

- i. The Official Community Plan (OCP) should be a policy document, thus the inclusion of commissioning studies, tasks and stating where primary and secondary solids should be sent may be inconsistent with the purpose of an OCP. (Section 3.3.3(24) and 3.7.3 (10))
- ii. Water conservation measures are improving and the OCP should support a broad range of water conservation solutions, including low flush toilets and equivalent, or better technology. (Section 3.7.3(2))
- iii. With regards to the proposed policies that recommend new programs, the costs of these programs should be carefully reviewed at budget time (Section 3.7.3(5) and (11)).

The APC discussed the proposed policies in OCP Amendment Bylaw 1886 and passed the following motion:

It was moved, seconded and carried that the Advisory Planning Commission (APC) recommends support for proposed policies in the Development Approval Information (DAI) OCP amending Bylaw 1886 and offers the following comments:

- i. The DAI Bylaw should apply to proposed new boundary extension areas;
- ii. The DAI Bylaw should ensure that study costs are in scale with the value and complexity of the proposed development; and
- iii. The DAI Bylaw should provide clarity for developers so the process can be smoother for both the Town and the developers without being too cumbersome.

c) Zoning Bylaw Housekeeping Amendments 2015 - 3360-15-04

The APC discussed possible amendments to the Zoning Bylaw and offers the following motions and comments:

It was moved, seconded and carried that:

- 1) The Advisory Planning Commission (APC) recommends not permitting the ‘funeral parlour’ use outright in the C-2 Zone and recommends updating the ‘funeral parlour’ term and definition.
- 2) The Advisory Planning Commission (APC) recommends support for permitting two bee hives in the community garden at the corner of Second Street and High Street.
- 3) The Advisory Planning Commission (APC) recommends support for limiting the height of solid masonry walls to 0.8 metres.
- 4) The Advisory Planning Commission (APC) thought perhaps the topic of medical marihuana was an evolving topic in Canada and that it may be too soon to amend the Zoning Bylaw (to meet BC Minister Bylaw standards) as federal and provincial recommendations may change; and
- 5) The Advisory Planning Commission (APC) recommends support for rezoning the town owned property at 520 Jim Cram Drive to permit single family dwelling use, however does not support permitting coach houses at 520 Jim Cram Drive.

T. Donovan leaves the meeting. As quorum was lost the following recommendations are not in the form of a motion.

- 1) The Advisory Planning Commission supports amending the small lot zones (R-1-A, R-1-B, and R-1-C) such that no parcel created by subdivision may contain a Streamside Protection and Enhancement Area.
- 2) The Advisory Planning Commission supports amending the coach house regulations to allow a coach house entry door to be on the lane or exterior side yard.
- 3) The Advisory Planning Commission had mixed comments regarding reducing the size of second storey balconies for coach homes. The range of comments were: “do not allow second storey balconies on coach homes”, “yes, reduce the permitted size of second storey balconies on coach homes” and “no do not reduce the permitted size of second storey balconies on coach homes”.
- 4) The Advisory Planning Commission supports the objective of distinguishing between accessory buildings and coach houses, but does not support clarifying what plumbing features are permitted in an accessory building as the means to define a coach home versus an accessory building.

4. CORRESPONDENCE

None.

5. NEW BUSINESS

None.

7. MONTHLY BRIEFING

An OCP amendment and rezoning application for the Holland Creek lands area will be presented at an upcoming APC meeting.

8. NEXT MEETING

TBD

9. ADJOURNMENT

It was moved, seconded and carried that the meeting be adjourned at 10:00 p.m.

Acting Chair (B. Laxdal)

RECEIVED:

Corporate Officer (S. Bowden)