



# MINUTES

## Community Planning Advisory Committee

Wednesday, January 6, 2021 at 7:00 p.m.  
via Zoom

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- PRESENT:** Acting Chair – Jason Harrison; Members – Tamara Hutchinson, Jennifer Sibbald, Steve Frankel, Brian Childs; Council Liaison – Tricia McKay; Acting Senior Planner & Recorder - Julie Thompson
- ABSENT:** Members – Tony Beckett,
- GUESTS:** Applicants – Toby Seward, Mike Crucil, Frank Crucil; Architects – Will Melville, Brian Kapuscinski (BJK Architecture)
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The meeting was called to order at 7:03 p.m.

**1. SELECTION OF AN ACTING CHAIR**

In the absence of a Chair, it was moved, seconded and carried that Jason Harrison act as the meeting chair.

**2. AGENDA APPROVAL**

It was moved, seconded and carried that the Agenda of January 6, 2021 be approved.

**3. ADOPTION OF MINUTES**

It was moved, seconded and carried that the Minutes of December 2, 2020 be approved.

**4. COUNCIL REFERRALS**

**a. OCP and Zoning Bylaw Amendment application**

**3360-20-04 – 201/203 Dogwood Drive**

The Town's Acting Senior Planner, Julie Thompson, provided a brief overview of the application.

The applicant's architect, Will Melville, provided a presentation of the application, and described the proposed building design. The applicants and architects answered CPAC's questions.

Member Steve Frankel left the meeting at 8:07 p.m.

CPAC members discussed the application and deliberated aspects of the proposal, including building design, location, landscaping, density, and pedestrian safety.

It was moved, seconded and carried that the Community Planning Advisory Committee (CPAC):

**1. Supports in principal the design as proposed, in particular:**

- a. The building design and proposed density at the proposed location (201-203 Dogwood Drive); and
- b. The proposal change from rental to for-market dwelling units.

2. Recommends that Council consider the following items:
  - a. CPAC acknowledges that building height and views are a public concern, but should not be a deciding factor of approval; and
  - b. The developer should continue looking at plant species for the landscape plan that are low maintenance, native, drought-tolerant and suitable for a changing climate; replace the proposed grass with a less water-intensive alternative ground cover; and install permeable hard surfacing on non-landscaped areas.
  - c. The installation of a signalized crosswalk in the vicinity of the development which serves the development.

5. NEW BUSINESS

6. MONTHLY BRIEFING  
None.

7. NEXT MEETING – TBD

8. ADJOURNMENT

It was moved, seconded and carried that the meeting be adjourned at 9:05 p.m.

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Acting Chair (J. Harrison)

RECEIVED:

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Corporate Officer (D. Smith)