



**Summary Report / Minutes of the Advisory Planning Commission Meeting
held on January 18, 2024 at 12:00 p.m.
(Council Chambers, Port Alberni City Hall, 4850 Argyle Street)**

Commission Members Present

Stefanie Weber (Chair)
Harley Wylie (Alt.-Tseshah (č išaa?ath) F.N) (Vice-Chair)
Dan Holder
Christine Washington, (SD70 Liaison)
Callan Noye
Jack Roland
Sandy McRuer

Staff

Scott Smith, Director of Dev. Services/Deputy CAO
Brian McLoughlin, Manager of Planning
Haley Stevenson, Planner I
Cara Foden, Planning Technician

Guests

Applicant/s: Brad and Caralee Dame

Regrets

Serena Mayer, (Hupačasath F.N)
Joe McQuaid
Councilor Dustin Dame (Council Liaison)

Alternates and Staff not in attendance

Ken Watts (ECC, Tseshah (č išaa?ath) F.N)
Larry Ransom (Alt.- S.D.70)
S./Sgt. Mike Thompson, (R.C.M.P. Liaison)
Councilor Deb Haggard (Alt. Council Liaison)
Derrin Fines (P.A.F.D. Liaison)



1. Acknowledgements and Introductions

- The Vice-Chair acknowledged that this meeting is being held within the un-ceded, traditional territories of the Hupačasath Nation and the Tseshah (č išaa?ath) First Nation.

2. Adoption of previous meeting minutes:

- Summary Report / Minutes from the APC Meetings held on December 21, 2023

(Washington / Noye) CARRIED

3. Election of Chair and Vice-Chair for 2024.

The APC Chair and Vice-Chair were elected as follows:

- Chair – Stefanie Weber
- Vice -Chair – Harley Wylie

4. DEVELOPMENT APPLICATION: Zoning Bylaw amendment

5350 Margaret St. – Lots 1-3, District Lot 11, Alberni District, Plan VIP1047

Lot 1, District Lot 11, Alberni District, Plan VIP1047 PID: 007-922-957

Lot 2, District Lot 11, Alberni District, Plan VIP1047 PID: 007-922-981

Lot 3, District Lot 11, Alberni District, Plan VIP1047 PID: 007-922-990

APPLICANT: B. and C. Dame

- The Planner I presented a summary of the application. A full report dated January 18, 2024 was included in the Agenda package for this meeting.
- Attendees discussed the proposed Zoning bylaw amendment as follows:
 - The applicants' intent for the existing building is to re-purpose the former church to be used as a Daycare Centre for children.

- Current zoning on four lots owned by the applicants is P1 Institutional. Zoning on the portion of the site currently occupied by a former church building will remain P1 Institutional. The remainder of the site will be rezoned to 'R3 Small Lot Single Detached Residential' with the intent to subdivide. Civic addressing will be assigned at the time of subdivision.
- New provincial legislation with regard to Zoning Bylaw update – Staff will work with the applicants to synchronize the timing for adoption of the amendment as necessary.

Motions:

1. *That the Advisory Planning Commission recommends to City Council that Council support the application.*

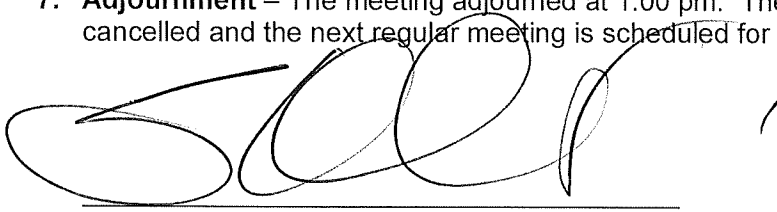
(Washington / McRuer) CARRIED

5. Updates from the Director of Development Services

- OCP
 - City is moving forward with public engagement on the policy development phase.
 - Online engagement will take place Feb 8 – 19
 - Open House sessions are scheduled for February 14th and February 15th.
 - Consultants have been engaged to do data analysis on the community and the information will inform Planning staff in the creation of long-term development strategies for the management of growth, climate goals, infrastructure and recreational needs in the community ('Complete Communities').
 - The former Somass lands now owned by the City will be considered during the OCP process but will not be focused on in detail.
- City revenue sources – The City only has the authority to generate revenue as authorized by the Province. New legislation has widened the scope of local governments with respect to DCC and Amenity charges.
- Discussion around the inconsistency of grant funding as a revenue item in the City budget. It was noted that City budget must account for long term capital plans.

6. Other Business:

7. **Adjournment** – The meeting adjourned at 1:00 pm. The February 15, 2024 meeting will be cancelled and the next regular meeting is scheduled for 12:00 pm on **Thursday, March 21, 2024.**



(Chair)