



File # 11.60.00

**To:** Port Alberni Advisory Planning Commission

Chris Colclough - Chair  
Wes Hewitt – Vice Chair  
Vern Barnett  
Seva Dhaliwal  
Linda Kelsall  
Larry Ransom - (SD #70)

Jim Tatoosh (Hupacasath First Nation)  
Janice Johnson (Tseshaht First Nation)  
S. Sgt. Dave Paddock - (R.C.M.P. Liaison)  
Councilor Chris Alemany (Council Liaison)  
Randy Thoen (P.A.F.D. Liaison)

**From:** Scott Smith, City Planner

**Copy:** Councillor Ron Paulson - (Alternate - Council Liaison)  
John Bennie - (Alternate - School District #70)  
Sgt. Dave Boyce – (Alternate – R.C.M.P. Liaison)  
Cara Foden - Planning Technician  
Digital Copy - Davina Hartwell - City Clerk  
Digital Copy - Jane MacNaughton/Tanis Feltrin - Clerks Department

**Date:** October 22, 2015

**Re: Advisory Planning Commission Meeting**  
**Thursday, October 29, 2015 at 12:00 pm in the Committee Room at City Hall**

---

A meeting of the Advisory Planning Commission has been scheduled for **Thursday, October 29, 2015 at 12:00 pm in the Committee Room at City Hall**. If you have any questions or are unable to attend please contact Scott Smith at 250-720-2808 (voice mail available).

### **AGENDA**

1. Minutes of the September 17, 2015 meeting of the Advisory Planning Commission.
2. **DEVELOPMENT APPLICATION – Official Community Plan Bylaw and Zoning Bylaw Amendments**  
**3333 Burde St.** - Lot G, District Lot 48, Alberni District, Plan VIP681222  
(PID: 024-356-760)  
**Applicant:** F. Harris
3. **DEVELOPMENT APPLICATION – Official Community Plan Bylaw and Zoning Bylaw Amendments**  
**4905 Cherry Creek Rd.**  
Lot 1, District Lot 14, Alberni District, Plan VIP86825, (PID: 027-956-750)  
**Applicant:** C. Evans

- 4. Update - City Planner - Status of current projects.**
- 5. Other business.**
- 6. Adjournment. - The next regular meeting is scheduled for November 19, 2015.**



**Summary Report / Minutes of the Advisory Planning Commission Meeting  
(Held on September 17, 2015  
in the Committee Room at City Hall at 12:00 p.m.)**

**Advisory Planning Commission**

Chris Colclough (Chair)  
Wes Hewitt (Vice-Chair)  
Linda Kelsall  
Seva Dhaliwal  
Larry Ransom (S.D.70)  
Councillor Chris Alemany (Council Liaison)  
S. Sgt. Dave Paddock - (R.C.M.P. Liaison)  
Randy Thoen (P.A.F.D. Liaison)

**Regrets**

Janice Johnson (Tseshah First Nation)  
Vern Barnett  
Jim Tatoosh (Hupacasath First Nation)

**Staff**

Scott Smith, City Planner  
Cara Foden, Planning Technician

**Guests**

Jessica Hall - Applicant

**Alternates (not in attendance)**

John Bennie (Alternate S.D.70)  
Councillor Ron Paulson (Alternate – Council)  
Sgt. Dave Boyce (Alternate - R.C.M.P.)



**1. Adoption of July 30, 2015 Minutes**

- Introductions were made around the room.
- The minutes of the July 30, 2015 meeting of the Advisory Planning Commission were adopted.  
**( Hewitt / Kelsall ) CARRIED**

**2. DEVELOPMENT APPLICATION – Zoning Bylaw Map Amendment**

**4965 Gordon Ave** - Lot 2, District Lot 13, Alberni District, Plan VIP16048, Except part in Plan VIP81280. (PID: 004-013-051)

**Applicant:** J. and C. Hall.

The City Planner summarized his report to the APC dated September 9, 2015.

- The APC discussed the application as follows:
  - The City Planner clarified the recommendation for Preliminary Layout Approval.

**MOTIONS:**

1. *That the City of Port Alberni Advisory Planning Commission recommends to City Council that the City proceed with a map amendment to the Zoning Bylaw (Schedule A – Zoning Map) to change the designation of Lot 2, District Lot 13, Alberni District, Plan VIP16048, Except part in Plan VIP81280 (PID: 004-013-051), located at **4965 Gordon Avenue**; from R1 - Single Family Residential to **R3 – Small Lot Single Family Residential**.*

2. That That the Advisory Planning Commission recommends to City Council that as part of the development process the applicant be required to complete the following before final adoption of the bylaw:

- a. Receive a Preliminary Layout Approval letter for the proposed subdivision from the City of Port Alberni's Approving Officer.

( Hewitt / Kelsall ) CARRIED

### 3. Update – Status of current projects

The City Planner updated the APC with regards to the following projects:

- Council Adopted/Authorized the following Bylaws and Permits:
  - a) "Development Variance Permit No. 87 4065 6<sup>th</sup> Avenue was authorized.
  - b) "Development Variance Permit No. 88 3033 3<sup>rd</sup> Avenue was authorized.
  - c) L. Ransom noted that SD70 will be meeting with the City to discuss next steps for the former A.D.S.S. site.

### 4. Other Business

- No other business.

5. **Adjournment** – The meeting adjourned at 12:30 p.m. The next meeting will be **October 15, 2015** at 12:00 pm in the Committee Room at City Hall.

( Kelsall / Colclough ) CARRIED



---

City Clerk

---

Chair



# CITY OF PORT ALBERNI

---

## PLANNING DEPARTMENT REPORT TO THE ADVISORY PLANNING COMMISSION

---

TO: Advisory Planning Commission

FROM: Scott Smith, City Planner

DATE: October 22, 2015

---

**SUBJECT: Development Application – Official Community Plan Bylaw and Zoning Bylaw Amendments**  
**3333 Burde Street** - Lot G, District Lot 48, Alberni District, Plan VIP68122 (PID: 024-356-760)  
**Applicant: F. Harris**

---

### Issue

To consider an application for amendments to the Official Community Plan Bylaw (Schedule A – Land Use Map) and the Zoning Bylaw (Schedule A – Zoning Map) for property at 3333 Burde Street.

### Background

The property at 3333 Burde Street is 2.02 hectares (5 acres) and is located adjacent to a portion of the Log Train Trail and lower Redford Pond. The land currently is occupied by one mobile home and is partially treed, including a number of fruit trees. Most of the property is flat, with the beginning of an uphill slope on the east side of the property.

The application is to amend the OCP and Zoning Bylaw in order to facilitate a subdivision application. The proposal (see attached concept plan) would subdivide the property into three parcels.

### Official Community Plan and Zoning Bylaw

- a) The Official Community Plan designation for 3333 Burde Street is **currently a mix of both 'Parks and Open Space' and 'Future Residential'** on the Official Community Plan Schedule A – Land Use Map. A map amendment is required to designate the property as **'Residential' and 'Parks and Open Space'**.
- b) The Official Community Plan Schedule B – Development Permit Areas Map does not include 3333 Burde Street in any Development Permit Area. No map amendment is required.
- c) The Zoning Bylaw designation for 3333 Burde Street is **currently 'FD – Future Residential'**. A map amendment to the Schedule A - Zoning Bylaw Map is required to designate the property as **'RR1 – Rural Residential' and 'P2 – Parks and Open Space'**.

## Discussion

### Covenants

There are two restrictive covenants currently registered on the property, with some of the following implications:

1. No building shall be constructed, nor mobile home located, within fifteen (15) metres of the natural boundary of Redford Pond and adjacent detention pond.
2. No area used for habitation, business, or storage of goods shall be located, within any building at an elevation such that the underside of the floor system is less than 1.5 metres above the natural boundary of Redford Pond and adjacent detention pond.
3. No structure or building (except for one single family house) and no lot shall be further subdivided until the following has occurred:
  - a. Submission of engineering designs and cost estimates to include the following:
    - i. Upgrade of Burde Street adjacent to the land;
    - ii. Internal roads;
    - iii. Upgrade water system;
    - iv. Connect to sanitary sewer system;
    - v. Storm drainage system;
    - vi. Other utilities.

The above noted covenants were part of a large development proposal covering several properties in the area that never proceeded. Depending on the final subdivision design for 3333 Burde Street, some of the covenant conditions should be reviewed.

### Surrounding Area

To the south of the subject property is Burde Street and the new Uplands subdivision. The Log Train Trail is directly adjacent to the east with a forested property on the other side of the trail. To the north and east is a 21 hectare vacant property, including the two Redford Ponds.

### Zoning

The proposed RR1 – Rural Residential zone (see attached) has a 40 metre (131 ft.) frontage requirement and a minimum lot area of 4000 m<sup>2</sup> (0.98 ac). The property at 3333 Burde Street has a frontage of 170 metres (560 ft.) and a lot area of 2.02 hectares (5 acres). Although the concept plan is not dimensioned, the proposed three lots may exceed the minimum frontage and lot area requirements of the RR1 zone.

### Environment

There are two ponds, commonly known as the Redford Ponds, with the lower pond located directly adjacent to the north of 3333 Burde Street. The ponds drain into Wolfe Creek, which in turn flows into Roger Creek. The Redford Ponds are identified in the Official Community Plan as being environmentally sensitive areas. The ponds and creek provide both fisheries and wildlife habitat and shall be subject to habitat protection. A small portion of 3333 Burde Street, near the pond is currently designated Parks and Open Space. Based on the Land Development Guidelines for the Protection of Aquatic Habitat it is recommended that a 15 metre leave strip along the northern property line be designated Parks and Open Space in the OCP and be zoned P2 – Parks and Recreation in the Zoning Bylaw.

Depending on the final subdivision lot configuration further habitat protection via environmental covenants may need to be determined through a detailed environmental report during the subdivision process.

A portion of the Log Train Trail borders the property and it is the backbone of a well-used and highly valued trail system in the City and the Alberni Valley. Several other trails exist in the immediate area including access trails to the ponds.

### Infrastructure

There is City water and sanitary sewer main lines available along the frontage of the property on Burde Street. There is an open ditch on the north side of Burde Street that currently manages the stormwater drainage along the front of 3333 Burde Street. There are overhead private utilities located along Burde Street that should be able to provide service to the proposed subdivision.

The detailed issues regarding sanitary & storm sewer, water service, private utilities will be addressed in the preliminary layout approval during the subdivision process.

### Conclusions

In considering the Official Community Plan and Zoning amendment the Advisory Planning Commission and City Council should consider whether the proposed amendments are appropriate for the site and for the community.

The RR1 – Rural Residential zone allows for 1 acre lots that would facilitate a low density subdivision of 3333 Burde Street. The 15 metre P2 – Parks and Recreation zone along the northern property line will assist in providing habitat protection to Redford Pond and Wolfe Creek. The Planning Department supports the Official Community Plan and Zoning Bylaw amendments.

### Recommendations

- 1. That the Advisory Planning Commission recommends to City Council that the City proceed with a map amendment to the Official Community Plan Schedule A Land Use Map to change the designation of Lot G, District Lot 48, Alberni District, Plan VIP68122 (PID: 024-356-760), located at 3333 Burde Street, from Parks and Open Space and Future Residential to **Parks and Open Space and Residential**.*
- 2. That the Advisory Planning Commission recommends to City Council that the City proceed with a map amendment to the Schedule A Zoning Bylaw Map to rezone Lot G, District Lot 48, Alberni District, Plan VIP68122 (PID: 024-356-760), located at 3333 Burde Street, from FD - Future Development to **P2 – Parks and Recreation and RR1 – Rural Residential**.*

- 
- 3.** *That the Advisory Planning Commission recommends to City Council that as part of the development process the applicant be required to complete the following before final adoption of the bylaw:*
- a. Receive a Preliminary Layout Approval letter for a proposed subdivision from the City of Port Alberni's Approving Officer.

Respectfully submitted,



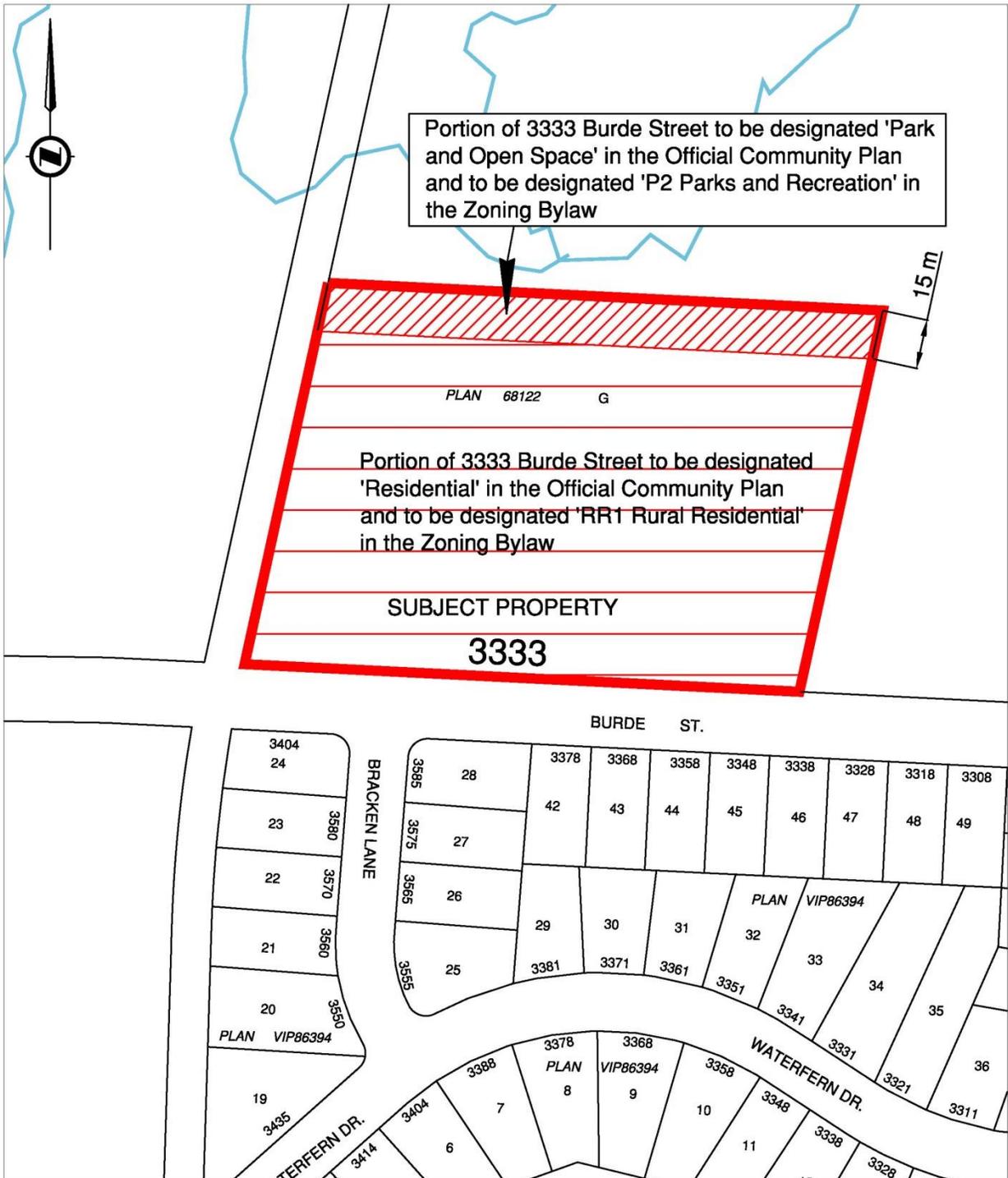
---

Scott Smith, MCIP  
City Planner

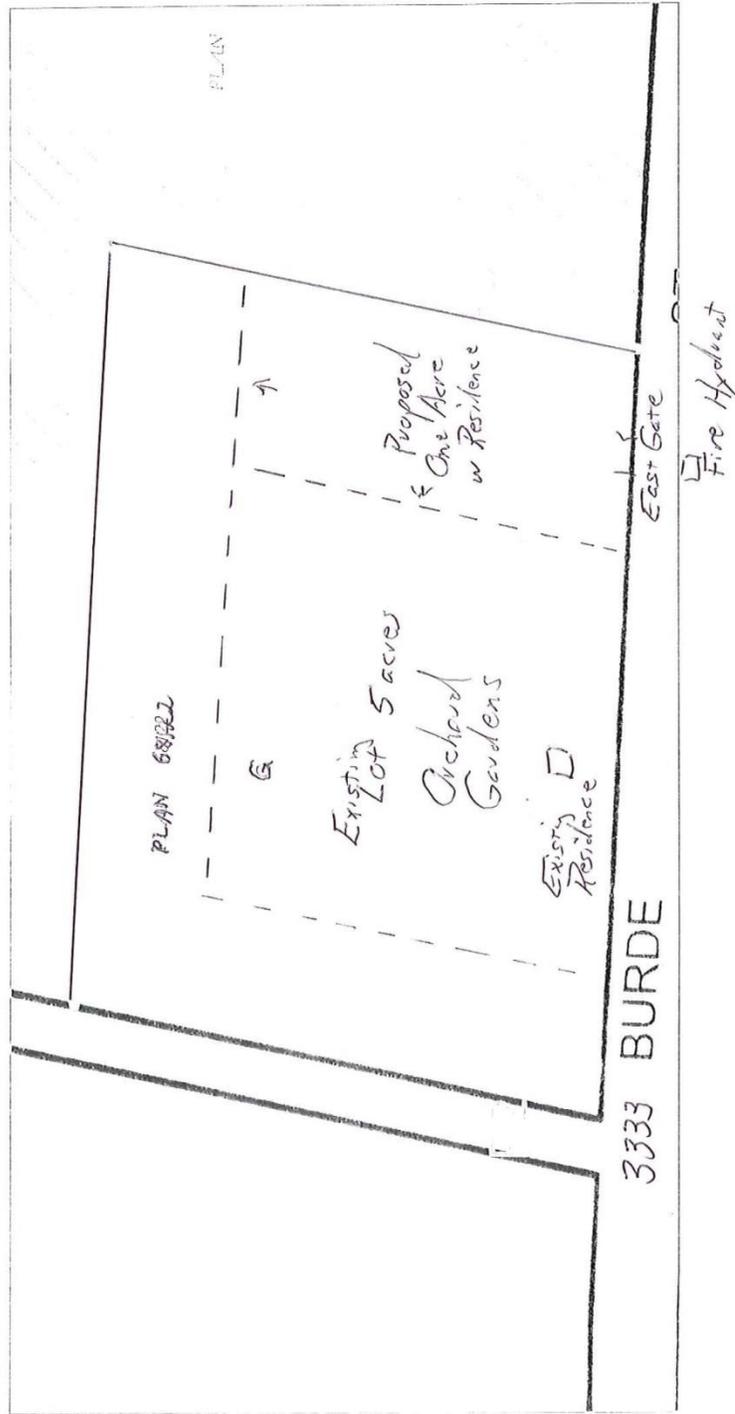


**SUBJECT PROPERTY - 3333 Burde Street**

### Proposed OCP and Zoning Designations



SUBJECT PROPERTY - 3333 Burde Street



***RR1 – RURAL RESIDENTIAL***

5.9 The purpose of this *zone* is to provide for low density development of a rural character, with larger *lots*, serviced by on-site sewage disposal field.

5.9.1 Permitted uses

Principal Uses

*Agriculture, except for intensive agricultural uses*  
*Aviary*  
*Kennel*  
*Single family dwelling*

Accessory Uses

*Bed and breakfast*  
*Home occupation*  
*Secondary suite*  
*Supportive housing*

Site Specific Uses

*A second single family dwelling, or a two-family dwelling*

5.9.2 Site Development Regulations

Minimum <i>Lot Area</i>	4000 m <sup>2</sup>	(0.988 ac)
Minimum <i>Frontage</i>	40 m	(131.2 ft)
Maximum <i>Coverage</i>	33%	
Minimum <i>Setbacks</i> :		
<i>Front yard</i>	7.5 m	(24.6 ft)
<i>Rear yard</i>	9 m	(29.5 ft)
<i>Side yard</i>	3 m	(9.8 ft)
Maximum Height, <i>Principal Building</i>	10 m	(32.8 ft)
Maximum Number of <i>Principal Building Storeys</i>	2.5	
Maximum number of residential units per <i>lot</i>	2	

5.9.3 Conditions of Use

- (a) Notwithstanding the provisions of 5.9.2, on a *corner lot*, the *side yard* by the flanking *street* must be not less than 3.5 metres (11.5 ft) wide.
- (b) *Kennels*, aviaries and greenhouses are only permitted on *lots* greater than 8,000 m<sup>2</sup> (2 acres) in size.
- (c) For *supportive housing*, the maximum number of persons in care shall not exceed four (4).
- (d) Notwithstanding the provisions of 5.9.1, only one of the three (3) following *accessory uses* is permitted on any *lot*: *bed and breakfast* OR *secondary suite* OR *supportive housing*.
- (e) *Lots* less than 0.4 ha (1 ac) in area shall not be *used* for the keeping of cows, goats, horses, pigeons, or other animals, except as provided for in Section 6.25 of this bylaw.
- (f) An area of not less than 0.2 ha (.5 ac) shall be made available for the keeping of

Bylaw 4832

each horse, cow, goat, sheep, or other similar animal.

5.9.4 Site Specific Uses

The following *uses* shall be permitted on a site specific basis:

<u>Use</u>	<u>Site Address</u>	<u>Site Legal Description</u>
A second single <i>family dwelling</i> , or a <i>two-family dwelling</i>	2831 Burde <i>Street</i>	Block 20, District <i>Lot</i> 139, Alberni District, Plan VIP1401A Except Plan 37251







# CITY OF PORT ALBERNI

---

## PLANNING DEPARTMENT REPORT TO THE ADVISORY PLANNING COMMISSION

---

TO: Advisory Planning Commission

FROM: Scott Smith, City Planner

DATE: October 22, 2015

---

**SUBJECT: Development Application – Official Community Plan Bylaw and Zoning Bylaw Amendments**  
**4905 Cherry Creek Road** - Lot 1, District Lot 14, Alberni District, Plan VIP86825  
(PID: 027-956-750)  
**Applicant:** Colin Evans dba Complete Contracting

---

### Issue

To consider an application for amendments to the Official Community Plan Bylaw (Schedule A – Land Use Map and Schedule B – Development Permit Areas Map) and the Zoning Bylaw (Schedule A – Zoning Map) for property at 4905 Cherry Creek Road.

### Background

The applicant and the City of Port Alberni have an agreement of sale for 4905 Cherry Creek Road. The property is vacant and is 1.3 hectares (3.2 acres) located south of the Alberni Mall. There are major sanitary and storm sewer mains running through the property.

The proposal is to construct a building for the applicants contracting business. In addition the applicant would build multiple units to lease to other types of light industrial business. The first phase will be to accommodate the applicant's contracting business and a few units would be for lease.

### Official Community Plan and Zoning Bylaw

- a) The Official Community Plan designation for 4905 Cherry Creek Rd. is currently 'Highway Commercial Use' on the Official Community Plan Schedule A – Land Use Map. A map amendment is required to designate the property as '**Industrial**'.
- b) The Official Community Plan designation for 4905 Cherry Creek Rd. is currently 'Development Permit Area 2 – Highway Commercial' on the Schedule B – Development Permit Areas Map. A map amendment is required to change the designation to **Development Permit Area 3 (Industrial)**.
- c) The Zoning Bylaw designation for 4905 Cherry Creek Rd. is currently C4 – Highway Commercial. A map amendment to the Schedule A - Zoning Bylaw Map is required to designate the property as **M1 – Light Industrial**.

## Discussion

The surrounding area is primarily commercial and light industrial. The Alberni Mall is directly to the north of the property and the Ministry of Forests office is directly to the south. To the west, across Cherry Creek Road is a building, housing Jays Men's Wear, The Funk Trunk and Five Star Tattoo. The Gaming Centre, Pacific Coast University, Westwind, City water reservoir and the SPCA are also in the immediate area.

The City of Port Alberni has not received comments from the Ministry of Transportation as of the date of this report. All Ministry comments will be included in the public hearing. From a traffic management perspective this property is a good location for light industrial uses. It has good access to the community and there are signalized intersections at both the Johnston Road/Cherry Creek Road intersection and the Johnston Road/Broughton Street intersection. During the first phase of construction access may be limited to Cherry Creek Road, but as the development continues access from Broughton Street could be added to make traffic circulation easier through the project.

There are major sanitary and storm sewer mains, under a 20 metre wide right-of-way along the south side of the property. There is also a smaller right-of-way that provides service to the Alberni Mall. The rights-of-way limit where buildings can be constructed. However, the right-of-way can be used for access, parking and non-permanent storage.

The attached concept plan shows the proposed buildings along the north part of the property with access and parking located on the south portion of the right-of-way area. The plans will likely change as the applicant refines their design. The final building design, site layout, access and parking, as well as landscaping and signage details, will be finalized during the Development Permit process.

## Conclusions

In considering the Official Community Plan and Zoning amendments the Advisory Planning Commission and City Council should consider whether the proposed amendments are appropriate for the site and for the community.

There is limited residential use in the area, with only the Greenridge mobile home park to the East, outside City limits and some single family houses on the corner of Johnston Road and Cherry Creek Road. Although this project directly abuts the Alberni Mall, there will be little negative impact. The concept design shows the back of the buildings located towards the rear and loading area of the Alberni Mall. In addition the mall property currently has an undeveloped, treed area between the two developments.

The proposal for a multi-unit building for light industrial and service commercial uses is compatible with the current mix of uses in the area. Although the units would be built in phases, once it is complete the development would serve as a small light industrial mall for community. The Planning Department supports the proposed amendments to the OCP and Zoning Bylaw for 4905 Cherry Creek Road.

## Recommendations

1. *That the Advisory Planning Commission recommends to City Council that the City proceed with a map amendment to the Official Community Plan Schedule A Land Use Map to change the designation of Lot 1, District Lot 14, Alberni District, Plan VIP86825 (PID: 027-956-750), located at **4905 Cherry Creek Rd.**, from Highway Commercial to **Industrial**.*

- 
2. *That the Advisory Planning Commission recommends to City Council that the City proceed with a map amendment to the Official Community Plan Schedule B Development Permit Areas Map to change the designation of Lot 1, District Lot 14, Alberni District, Plan VIP86825 (PID: 027-956-750), located at **4905 Cherry Creek Rd.**, from Development Permit Area No. 2 (Highway Commercial) to **Development Permit Area No. 3 (Industrial)**.*
  3. *That the Advisory Planning Commission recommends to City Council that the City proceed with a map amendment to the Schedule A Zoning Bylaw Map to rezone Lot 1, District Lot 14, Alberni District, Plan VIP86825 (PID: 027-956-750), located at **4905 Cherry Creek Rd.**, from C4 – Highway Commercial to **M1 – Light Industrial**.*

Respectfully submitted,

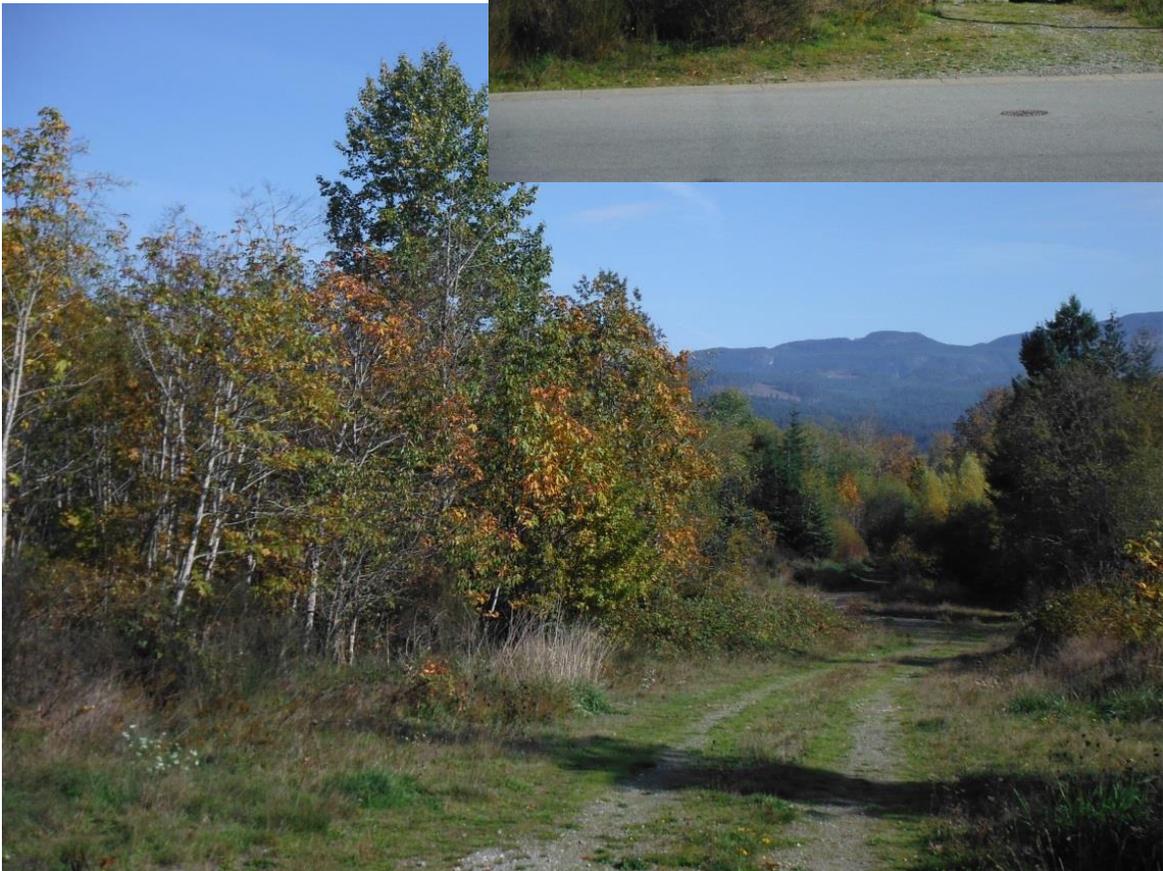


---

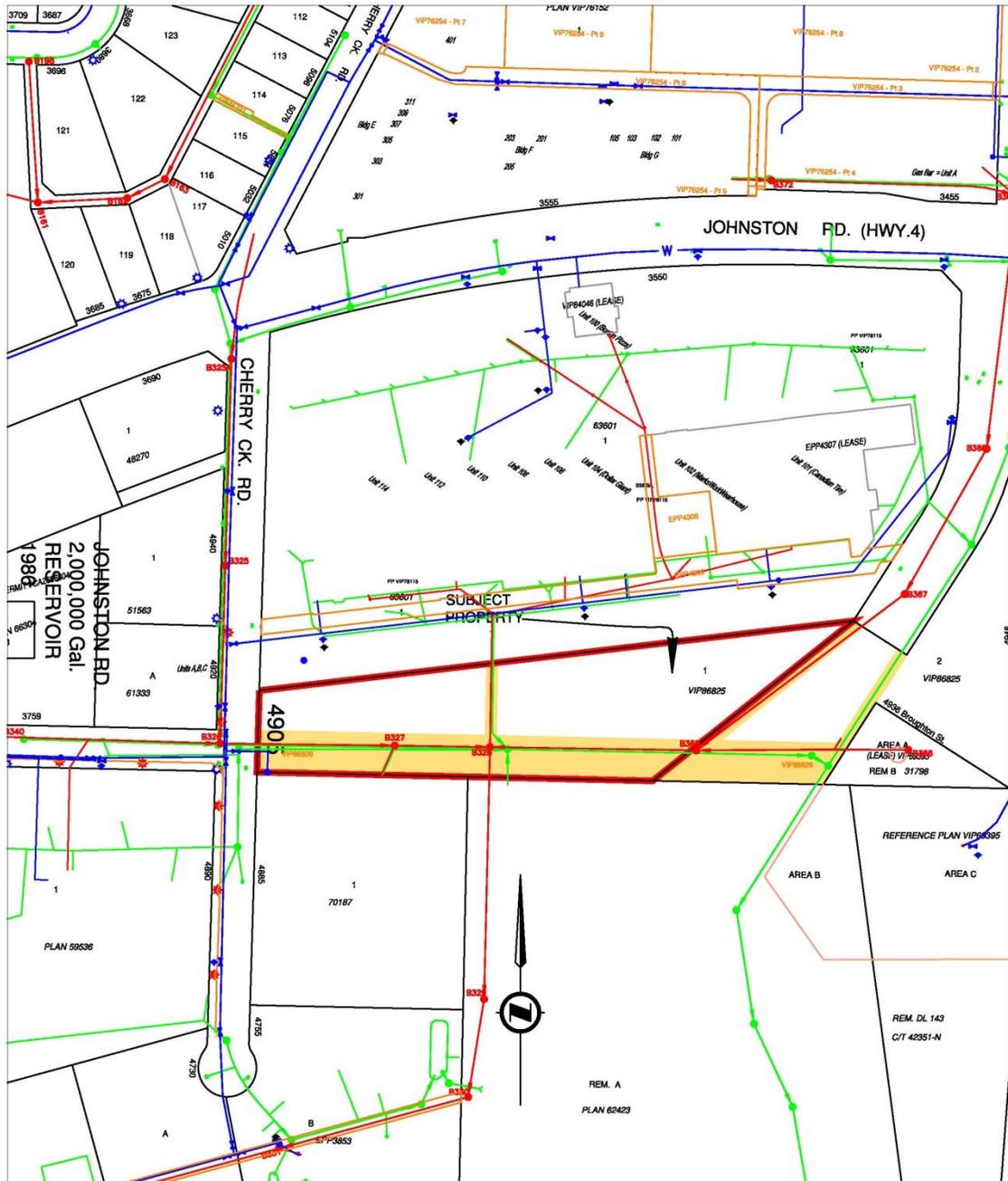
Scott Smith, MCIP  
City Planner



**SUBJECT PROPERTY - 4905 Cherry Creek Road**







Servicing - 4905 Cherry Creek Road

***M1 – LIGHT INDUSTRY***

5.27 The purpose of this *zone* is to establish and maintain areas containing light industrial *uses*, such as wholesale, warehouse and light *manufacturing* operations.

5.27.1 Permitted uses

Principal Uses

- Automotive sales, repair and servicing*
- Boat or recreational vehicle sales and repair*
- Building supply*
- Cartage and delivery service*
- Contractor's shop*
- Custom workshop*
- Electronics repair*
- Enclosed storage and warehousing, including mini storage*
- Exterminating service*
- Food and beverage processing (excluding the fish, meat and poultry products industries)*
- Furniture and fixture manufacturing*
- Garden shop, nursery and landscape supplies*
- Gasoline service station*
- Glass shop*
- Health and fitness centre*
- Machine shop*
- Machinery and equipment sales, rental and repair*
- Other light manufacturing industry*
- Petroleum products, wholesale*
- Prefabricated buildings sales*
- Printing, publishing and allied industry*
- Recycling depot*

Principal Uses (continued)

- Signs and displays industry*
- Storage yard*
- Transportation dispatch and depot*
- Veterinary clinic*
- Wholesale (excluding wholesalers of scrap and waste materials)*
- Works yard*

Accessory Uses

- Caretaker's dwelling unit, subject to Section 6.16*
- Display, storage, and retail sales of goods produced on the premises*
- Office*

Site-Specific Uses

- Medical Marihuana Facility*

5.27.2 Site Development Regulations

<i>Minimum Lot Area</i>	930 m <sup>2</sup>	(10,011 ft <sup>2</sup> )
<i>Minimum Frontage</i>	30 m	(98.4 ft)
<i>Maximum Coverage</i>	50%	
<i>Minimum Setbacks:</i>		
<i>Front yard</i>	6 m	(19.7 ft)

Bylaw 4832

<i>Rear yard</i>	3 m	(9.8 ft)
<i>Side yard (total)</i> (Permitted on one side)	6 m	(19.7 ft)
	0 m	
Maximum Height, Principal <i>Building</i>	12.5 m	(41 ft)
Maximum Number of Principal <i>Building Storeys</i>	3	

5.27.3 Conditions of Use

- (a) Nothing shall be done which is or will become an annoyance or nuisance to the surrounding areas by reason of unsightliness, the emission of odours, liquid effluent, dust, fumes, smoke, vibration, noise or glare; nor shall anything be done which creates or causes a health, fire or explosion hazard, electrical interference or undue traffic congestion.
- (b) All portions of a required *front yard* not used for permitted parking or display areas shall be fully and suitably *landscaped* and properly maintained.
- (c) Outdoor storage areas shall be screened or *fenced* on all sides not facing the principal *building* and no material shall be piled so as to be higher than such *screening*. Required front *screening* shall be situated so as to conform with the *front yard setback* provisions.
- (d) All activities and *uses* shall be conducted within a completely enclosed *building* except for parking, loading, outside storage and product display *uses*.
- (e) Along any *lot* line adjacent to an R, RR, or RM *zone*, a continuous *landscape buffer*, excluding any areas used for access, shall be provided and shall be not less than 1.8 m (5.9 ft) in height.

5.27.4 Site Specific Uses

The following *uses* shall be permitted on a site specific basis:

<u>Use</u>	<u>Site Address</u>	<u>Site Legal Description</u>
Medical Marihuana Facility	4921 Bute St.	Lot A, District Lot 1, Alberni District, Plan VIP31847