



To: Port Alberni Advisory Planning Commission

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| Ken McRae (Chair) | Chief Councillor Cynthia Dick (Tseshah First Nation) |
| John Douglas (Vice-Chair) | Chris Washington - (SD #70) |
| Amy Anaka | Councillor Deb Haggard (Council Liaison) |
| Jim Tatoosh (Hupacasath First Nation) | Rick Newberry (P.A.F.D. Liaison) |
| Don Ferster | Rob Gaudreault (Parks Liaison) |
| Jeannette Nichols | S. Sgt. Terry Smith (R.C.M.P. Liaison) |
| Sandy McRuer | |

From: Katelyn McDougall, Manager of Planning

Copy: Councillor Helen Poon - (Alternate - Council Liaison)
Larry Ransom - (Alternate - School District #70)
Sgt. Peter Dione – (Alternate – R.C.M.P. Liaison)
Steven Tatoosh (Alternate – Hupacasath First Nation)
Darren Mead-Miller (Alternate – Tseshah First Nation)
Cara Foden – Development Services Technician
Davina Hartwell - City Clerk
Tanis Feltrin/Sara Darling - Clerks Department

Date: August 15, 2019

Re: Advisory Planning Commission Meeting
Thursday, August 22, 2019 at 12:00 pm in the Committee Room at City Hall

A meeting of the Advisory Planning Commission has been scheduled for Thursday, August 22, 2019 at 12:00 pm in the Committee Room at City Hall. If you have any questions or are unable to attend please contact Katelyn McDougall at 250-720-2808 (voice mail available).

AGENDA

1. Acknowledgements - This APC meeting is being held within the un-ceded traditional territories of the Hupačasath and the Tseshah (č išaaʔath) First Nations
2. Minutes of the July 18, 2019 meeting of the Advisory Planning Commission.
3. **DEVELOPMENT APPLICATION – Official Community Plan Bylaw and Zoning Bylaw amendments**
5536 & 5546 Swallow Drive
Lot D, District Lot 10, Alberni District, PL EPP11441 (PID:028-647-092); and
Lot E, District Lot 10, Alberni District, PL EPP11441 (PID:028-647-106)
Applicant: Clark Power as agent for owner Dave Beecroft

4. DEVELOPMENT APPLICATION – Official Community Plan Bylaw and Zoning Bylaw amendments

4279 Ravenhill Avenue

Lot 5, District Lot 1, Alberni District, Plan 11303 Except that part in Plan 25083

(PID:004-990-421)

Applicant: Robert Jaenicke and Louise Ranger

5. Update – Manager of Planning - Status of current projects.
6. Other business.
7. Adjournment.



**Summary Report / Minutes of the Advisory Planning Commission Meeting
(Held on July 18, 2019
in the Committee Room at City Hall, at 12:00 p.m.)**

Advisory Planning Commission Present

Ken McRae (Chair)
John Douglas (Vice-Chair)
Sandy McRuer
Cynthia Dick, Tseshahṭ (č̣ iṣaaʔath) F.N.
Sandy McRuer
Chris Washington, S.D.70 Liaison
Amy Anaka
Don Ferster
Councillor Deb Haggard, Council Liaison

Staff

Katelyn McDougall, Manager of Planning
Cara Foden, Planning Technician

Guests

Applicants: W. Hewitt, D. Brown (P.A.S.S.)
Applicants: M. and R. Redman
Members of the Public:0

Regrets

Jim Tatoosh, Hupačasath F.N.
Sgt. Clive Seabrook, R.C.M.P. Liaison
Rob Gaudreault, Parks Liaison
Jeannette Nichols
Rick Newberry, P.A.F.D. Liaison

Alternates (not in attendance)

Councillor Helen Poon (Alternate–Council)
Peter Dione (Alternate–R.C.M.P.)
Larry Ransom (Alternate S.D.70)
Darren Mead-Miller (Alternate – Tseshahṭ F.N.)



1. Adoption of June 27, 2019 Minutes

- The Chair acknowledged that this meeting is taking place within the un-ceded traditional territories of the Hupačasath and the Tseshahṭ (č̣ iṣaaʔath) First Nations. The applicant present was welcomed by the Chair.
- Introductions and Minutes of the June 27, 2019 meeting of the Advisory Planning Commission were adopted.

(McRuer / Washington) CARRIED

2. DEVELOPMENT APPLICATION - Development Variance Permit

3978 8th Avenue

Lots 2 and 3, Block 178, District Lot 1, Alberni District, Plan VIP1603
(PID: 007-123-434, 007-123-418)

Applicant: Wes Hewitt as agent for Port Alberni Shelter Society
Architect Inc.

- The Manager of Planning summarized her report to the APC dated July 11, 2019.
- The APC discussed the application as follows:
 - Rationale for requirement of Lot Consolidation was explained by the Manager of Planning.
 - The original building was constructed in the 1950's and purchased by P.A.S.S. in 1972.
 - Location of the site is within walking distance of many services and amenities and is also on a bus route

- The footprint of the building will not change drastically.
 - Access and parking were discussed and Fire access was discussed in conjunction with discussion regarding the lane to the rear of the existing building. Parking will be under the building taking advantage of the site grade.
 - Building shadow and impact of the project on the adjacent building were discussed. P.A.S.S. indicated that a decision had been made to renovate the existing building and keep it compatible with the scale of the neighbourhood rather than incorporate the adjacent lot and build a very large building with twice as many units.
 - The 21 units in the building will be rented to low income senior's who have undergone a means test to qualify. P.A.S.S. promised the neighbourhood, during the public consultation process, that the building would not be used to provide low-barrier housing. Low income seniors, who are able to live independently with minimal support staffing, will be able to rent the units. This use is guaranteed for the duration of the contract P.A.S.S. has signed with BC Housing.
 - An amenity room will be included on the lower floor. Outdoor space is limited on the site and P.A.S.S. indicated that the site will be landscaped and provide a positive aesthetic in the neighbourhood.
 - The look and feel of the building will be improved and a flat roof is part of the design.
- John Douglas excused himself from the vote due to perceived Conflict of Interest.

MOTIONS:

1. *That the City of Port Alberni Advisory Planning Commission recommends to City Council that the applicant be required to consolidated the subject properties into one legal parcel prior to approval of a Development Variance and that the recommended variances be applied to the resulting legal parcel.*
2. *That the City of Port Alberni Advisory Planning Commission recommends to City Council that the City proceed with the necessary Development Variance Permit to vary Zoning Bylaw 4832 as follows:*
 - a) *Vary Section 5.31.2 P1 - Institutional Minimum Setbacks, Front Yard, from 7.5 m to 4.8 m, a variance of 2.7 m for the property located at 3978 8th Avenue and legally described as Lots 2 & 3, Block 178, District Lot 1, Alberni District, Plan VIP1603 (PID's: 007-123-434, 007-123-418).*
 - b) *Vary Section 5.31.2 P1 - Institutional Minimum Setbacks, Rear Yard, from 9.0 m to 0.5 m, a variance of 8.5 m for the property located at 3978 8th Avenue and legally described as Lots 2 & 3, Block 178, District Lot 1, Alberni District, Plan (PID's: 007-123-434, 007-123-418).*
 - c) *Vary Section 5.31.2 P1 - Institutional Maximum Lot Coverage, from 40% to 45%, a variance of 5% for the property located at 3978 8th Avenue and legally described as Lots 2 & 3, Block 178, District Lot 1, Alberni District, Plan VIP1603 (PID's: 007-123-434, 007-123-418).*
 - d) *Vary the number of parking spaces, required by Section 7.9 Required Parking for "Community care facility; Seniors housing", from 10 spaces to 6 spaces, a variance of four (4) spaces, for the property located at 3978 8th Avenue and legally described as Lots 2 & 3, Block 178, District Lot 1, Alberni District, Plan VIP1603 (PID's: 007-123-434, 007-123-418).*

3. *That City Council direct staff to give notice of intent to consider the issuance of Development Variance Permit No. 96 for 3978 8th Avenue.*

(McRuer / Washington) CARRIED

3. DEVELOPMENT APPLICATION - **Development Variance Permit**

4917 Margaret Street

Lot 2, Block 1, District Lot 12, Alberni District, Plan VIP1010 (PID: 008-131-520)

Applicant: Michael Redman as agent for Robin Redman dba Redmark Ventures Ltd., INC.NO. BC0681816

- The Manager of Planning summarized her report to the APC dated July 11, 2019.
- The APC discussed the application as follows:
 - There were questions for the applicant with respect to the error that had been made in siting the home during the layout. A B.C. Land Surveyor was not used to layout the home and the construction team used a witness pin that had been placed offset from the property corner without consulting the legal plan.
 - The minor nature of the Variance was discussed with respect to its impact on the neighbouring properties and it was generally agreed that the impact was negligible and the home was a positive addition to the neighbourhood.

MOTIONS:

1. *That the City of Port Alberni Advisory Planning Commission recommends to City Council that the City proceed with the necessary Development Variance Permit to vary Zoning Bylaw 4832 as follows:*

Vary Section 5.12.2 R2 - One and Two Family Residential Minimum Setbacks, Front Yard, from 7.5 m to 7.1 m, a variance of 0.4 m (1.3 ft) for the property located at 4917 Margaret Street and legally described as Lot 2, Block 1, District Lot 12, Alberni District, Plan VIP1010 (PID: 008-131-520).

2. *That City Council direct staff to give notice of intent to consider the issuance of Development Variance Permit No. 95 for 4917 Margaret Street.*

(Washington / Anaka) CARRIED

4. **Update:**

The Manager of Planning gave a status update on current projects.

- Public hearing for "Zoning Text Amendment No. T21 (Fence and Hedge Height), Bylaw No. 4992" is scheduled for July 22.
- Public hearing for the "Zoning Text Amendment No. T22 (Site Specific Uses - RM3 High Density Multiple Family Residential), Bylaw No. 4994" (4202 and 4238 8th Avenue) is scheduled for August 12.

- Upcoming zoning and variance applications will include:
 - 10th Avenue (Quality Foods - Zoning amendment)
 - Swallow Drive (OCP and Zoning amendments)
 - 4279 Ravenhill Avenue
- C.O.W. meeting took place on July 15th. City Council will consider the report at it's July 22nd meeting.

5. **Other business** – Reschedule next meeting to August 22
No other business

6. **Adjournment** – The meeting adjourned at 1:00 p.m. The next regular meeting is rescheduled from Thursday, August 15, 2019 **to Thursday, August 22, 2019.**

(Anaka / Ferster) CARRIED



Davina Hartwell - City Clerk

Ken McRae – Chair