



To: Port Alberni Advisory Planning Commission

Ed Francoeur (Chair)	Ken Watts, (Tseshahṭ/č išaaʔath First Nation)
Ken McRae (Vice-Chair)	Chris Washington - (SD #70)
Amy Anaka	
Jolleen Dick (Hupačasath Nation)	Sgt. Peter Dionne, (R.C.M.P. Liaison)
Stefanie Weber	Derrin Fines (P.A.F.D. Liaison)
Callan Noye	Councillor Deb Haggard (Council Liaison)
Joe McQuaid	TBD (Parks Operations Liaison)

From: Marianne Wade, Manager of Planning

Copy: Larry Ransom - (Alternate - School District #70)
Harley Wylie (Alternate - Tseshahṭ (č išaaʔath) First Nation)
TBD (Alternate - Hupačasath Nation)
TBD (Alternate - Council Liaison)
TBD (Parks Operations Liaison)
Corporate Services
Development Services: Scott Smith, Brian McLoughlin, Cara Foden

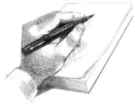
Date: December 8, 2022

Re: Advisory Planning Commission Meeting - **Thursday, December 15, 2022 at 12:00 pm**

A meeting of the Advisory Planning Commission has been scheduled for **Thursday, December 15, 2022 at 12:00 pm** in the **Council Chambers at City Hall** (4850 Argyle St.). Masking is encouraged though not required. If you have questions please contact Marianne Wade (Tel: 250-720-2811 / email: Marianne_wade@portalberni.ca) or Cara Foden (Tel: 250.720.2850 / email: cara_foden@portalberni.ca).

APC AGENDA

- 1. Acknowledgements and Introductions-** This APC meeting is being held within the un-ceded traditional territories of the Hupačasath and the Tseshahṭ/č išaaʔath First Nations.
- 2. Minutes** of the October 20, 2022 meeting of the Advisory Planning Commission.
- 3. DEVELOPMENT APPLICATION – Development Variance Permit (DVP 115 / DP22-01)**
4210 Cedarwood Street – Lot 1, District Lot 1, Alberni District, Plan EPP117819 PID: 031-660-266
APPLICANT: Walter Hoogland for Citaapi Mahtii Housing Society
- 4. OCP – Update: ‘What we Learned’** – Manager of Planning
- 5. APC membership update** – Manager of Planning
- 6. Other business**
- 7. Adjournment** - The next regular APC meeting is scheduled for **January 19, 2023**.



**Summary Report / Minutes of the Advisory Planning Commission Meeting
held on October 20, 2022 at 12:00 p.m.
(Council Chambers, Port Alberni City Hall, 4850 Argyle Street)**

Commission Members Present

Joe McQuaid (Acting as Chair)
Harley Wylie (Alt. – Tseshahṭ (č iṣaaʔath) F.N)
Jolleen Dick, Councillor, Hupačasath F.N
Amy Anaka
Callan Noye
Peter Dionne, R.C.M.P. Liaison
Amy Needham, Parks Liaison
Councillor Deb Haggard, Council Liaison

Regrets

Ken Watts, Chief, Tseshahṭ (č iṣaaʔath) F.N)
Ed Francoeur (Chair)
Christine Washington, SD70
Ken McRae, (Vice - Chair)
Stefanie Weber
Scott Smith, Dir. of Dev. Services/Deputy CAO
Derrin Fines, P.A.F.D. Liaison

Staff

Marianne Wade, Manager of Planning
Brian McLoughlin, Development Planner
Cara Foden, Planning Technician

Guests

Applicant: Steve Irg
Applicant: Dion Hopkins
Public:

Alternates (not in attendance)

Councillor Helen Poon (Alt.– Council Liaison)
S./Sgt. Mike Thompson (Alt.– RCMP)
Larry Ransom (Alt.– S.D.70)



1. Acknowledgements and Introductions:

The Acting Chair acknowledged that this Advisory Planning Commission (APC) meeting is held within the unceded, traditional territories of the Hupačasath Nation and the č iṣaaʔath (Tseshahṭ) First Nation. Welcome and introductions.

2. Minutes: Adoption of September 15, 2022 Minutes

Motion:

That the City of Port Alberni Advisory Planning Commission adopt the minutes of the September 15, 2022 regular meeting.

(Noye / Dick) CARRIED

3. DEVELOPMENT APPLICATIONS – Official Community Plan and Zoning Bylaw amendments

2601 Burde Street - Block 24, District Lot 139, Alberni District, Plan 1401A (PID:007-437-161)

APPLICANT: S. and T. Irg

- The Planner summarized his report to the APC dated October 5, 2022.
- APC discussed the proposed permit with respect to the following:
 - The APC asked questions about the water and sewer services that would be required.
 - The Planner indicated that a water line was available along Burde St. and the applicant would likely be required to extend the line to service a proposed subdivision.
 - The Planner also indicated that the City Engineer had requested that a Section 219 Covenant be registered on the Land Title in order to ensure that the property owner/s, and/or future property owners, would be required to connect to a city sanitary sewer main if it becomes available. The

proposed OCP and Zoning bylaw amendments would facilitate subdivision but would require the approval of Island Health for appropriate septic system installations.

- The APC voiced concern about increasing development in the upper Burde St. area and asked staff if the City had a plan in place for future servicing of the area. Staff indicated that there is not a plan in place currently however the issue of future servicing would be a subject of review and policy discussion as the new Official Community Plan review continues to move forward. Public engagement has been significant to date.
- The timing of the proposed OCP amendment was discussed as the OPC is currently under review and the new OCP may have implications for the applicant.
- The APC asked for clarification on the impacts of proceeding with amending the OCP while the OCP review project is still active. It was noted that the current OCP contains policy that all development proposals, for land within the 'Future Residential' designation, be subject to preparation and approval of a Neighbourhood Plan. The APC commented that a Neighbourhood Plan had not been required of the applicant and asked for clarification.
- The Manager of Planning provided information regarding the rights of the applicant / landowner and potential ramifications if the City were to attempt to "freeze" the current rights of the landowner for the duration of the OCP review project. Staff also described the density proposed as being consistent with current rural policy in the OCP. The applicant has not proposed an "urban" level of development or density.
- Park dedication requirements will be reviewed during the subdivision process.

Motion:

That the Advisory Planning Commission recommends to City Council that Council support the application with the condition that a Section 219 Covenant be registered on the Land Title to ensure that the property owner/s, and/or future property owners, would be required to connect to a city sanitary sewer main if it becomes available.

(Wylie / Noye) CARRIED

4. DEVELOPMENT APPLICATIONS – Zoning Bylaw amendment

3911 Cedar Street - Lot 5 (DD EX32142) District Lot 112, Alberni District, Plan 43267 PID: 026-235-731;

3909 Cedar Street - Lot 17, District Lot 112, Alberni District, Plan 43267 PID: 004-985-419

APPLICANT: D. Hopkins dba 1077823 BC Ltd.

- The Planner II summarized his report to the APC dated October 5, 2022.
- APC discussed the proposed permit with respect to the following:
 - The APC asked if both properties were being amended to the R3 zone and noted that the R3 zone does not permit secondary suites. The APC were advised that the applicant had indicated to staff that the existing home on 3911 Cedar St. did not currently contain a secondary suite and was aware that rezoning from R1 to R3 would remove the potential for a suite to be created in the existing home.

Motion:

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

(Anaka / Noye) CARRIED

5. Status Update: OCP Vision and Guiding Principles

- The Manager of Planning gave a verbal update regarding the status of the OCP review project including public engagement to-date. She indicated that the City had received 300 of the surveys that had been made available online and via hardcopy. Five pop-up opportunities had been completed and a number of targeted meetings. A workshop was well attended on September 14th. A “Bull’s Eye” exercise with students and teachers had received positive feedback and Councilor Haggard thanked the Manager of Planning for involving youth in the OCP project.
- Analysis of the public input is being compiled for presentation in a report that will present potential direction for the OCP policy development phase of the project.

6. OTHER BUSINESS:

- The Manager of Planning indicated to the APC that the November Agenda will include a discussion of APC membership as two current APC members are not eligible for reappointment having served the maximum term allowable under the APC Bylaw.

7. ADJOURNMENT: The meeting adjourned at 1:00 pm. The next meeting is scheduled for 12:00 pm on **November 17, 2022.**

(Noye / McQuaid) CARRIED

Ed Francoeur (Chair)



CITY OF PORT ALBERNI

PLANNING DEPARTMENT REPORT TO THE ADVISORY PLANNING COMMISSION

TO: Advisory Planning Commission

FROM: Marianne Wade, Manager of Planning

DATE: December 8, 2022

SUBJECT: DEVELOPMENT APPLICATION – Development Variance Permit (DVP-115) at 4210 Cedarwood

Lot 1 District Lot 1 Alberni District Plan EPP117819 (PID: 031-660-266)

Applicant(s): Walter Hoogland and Citaapi Mahtii Housing Society

PURPOSE

The City has received an application to vary the height and parking requirements of Zoning Bylaw No. 4832 for a proposed 35 affordable housing unit development at 4210 Cedarwood Street. The Development Variance Permit will need to be approved before Council may issue Development Permit 22-01 for this project. APC is requested to provide comments on the height and parking variance, and indicate whether they support these variances.

BACKGROUND

APC considered the rezoning amendment from P1 Institutional to RM3 High Density Multiple Family Residential at the October 13, 2021 meeting. Council adopted the Zoning Bylaw amendment No. 5052 on October 24, 2022.

The report indicated the applicant was requesting a variance to:

- Increase in the maximum height of the principal building in the RM3 zone from 14 metres (45.9 feet) to 15.24 metres (50 feet).
- Reduce the number of parking spaces from 44 to 35.

SUBJECT PROPERTY AND SITE CONTEXT

Figure 1 – 4210 Cedarwood Street before development



Figure 2 – 4210 Cedarwood Street proposed development



Table 1 – Site Context

Table 1 – Site Context	
Location	Replacing the Port Alberni Youth Centre on Cedarwood street
Current Zoning	RM3 – High Density Multiple Family Residential
Total Area	16,610 m ² (54,495 ft ²)
Official Community Plan (OCP)	<ul style="list-style-type: none"> • <i>Schedule A - Land Use Map: Residential (RES)</i> • <i>Schedule B Development Permit Areas Map: Multi-Family Residential</i>
Relevant Guidelines	<ul style="list-style-type: none"> • <i>Section D Plan Policies – 4.0 Residential</i> • <i>Section D Plan Policies – 4.3 Multi-family</i>

Figure 1 – Subject Property Map

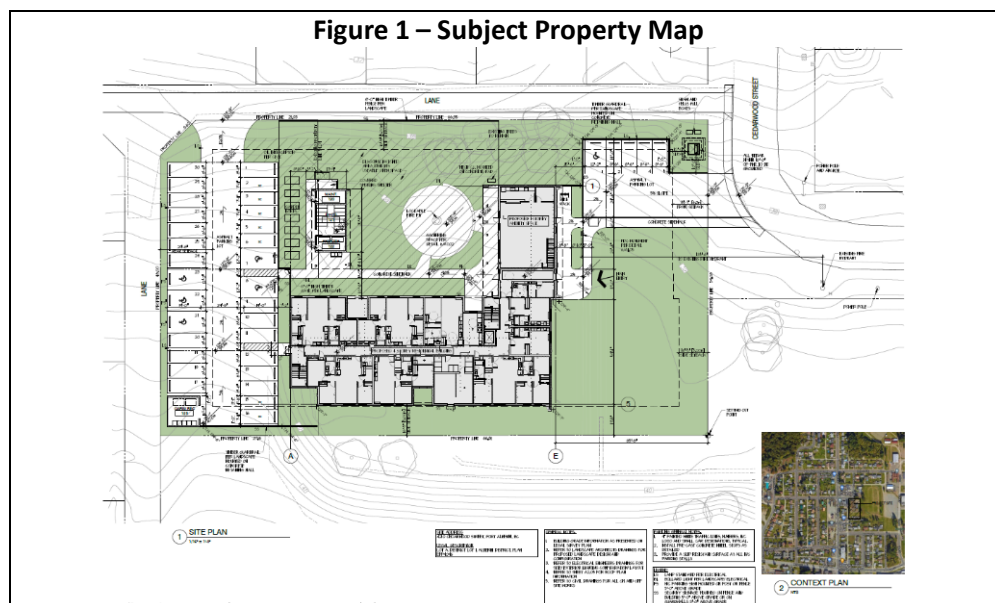


Table 1 – Surrounding Neighbourhood Land Use	
North	R1 – Single Family Residential C3 – Service Commercial
South	R1 – Single Family Residential RM2 – Medium Density Multiple Family Residential
East	P2 – Parks and Recreation
West	C3 – Service Commercial RM2 – Medium Density Multiple Family Residential

PROPOSED DEVELOPMENT VARIANCE

Zoning Bylaw No. 4832

The application is to permit the development of a four-storey residential building with an attached one-storey amenity space. The applicant has requested a Development Variance Permit for 4210 Cedarwood street. The applicant is requesting the following variances:

Table 2 - Text of Proposed Variances to Zoning Bylaw No. 4832	
5.16.2 RM3 Site Development Regulations	To allow a maximum height of 15.24 meters for a variance of 1.24 meters
7.9 Required Amount of Parking	To reduce required parking spaces to 35 from 44 for a variance of 9 spaces.

Height Variance

The applicant has requested a variance to the maximum height of the principal building in the RM3 zone from 14 metres (45.9 feet) to 15.24 metres (50 feet). The design has a sloped roof with the high point at the north with the ridge line being the highest point of the roof to create a slightly higher floor to floor height. This allows ducting for the HRV system for increased efficiency of the building. Not all the roof surface exceeds the maximum height of the zone. Staff are supportive of this variance.

Table 3 – Proposed Height Variance				
	Required		Proposed	
<i>Maximum Height, Principal Building</i>	14 m	(45.9 ft)	15.24 m	(50 ft)

Parking Variance

The applicant is proposing a reduction in the number of parking spaces from 44 to 35. BC Housing and the society will enter into an operating agreement which outlines parking requirements under the program based upon the needs of residents. The formula indicates that eleven units will not require parking spaces, so the applicant is proposing to provide parking for 24 units. They have proposed 35

spaces which includes some visitor parking, accessible parking and small car spaces, which results in slightly less than one stall per unit. Staff are supportive of this variance.

Table 4 – Proposed Parking Variance		
	Required	Proposed
<i>Regular Parking Space</i>	44	35

Staff Notes:

- Height variance is to permit a design that encourages building efficiency and results in a ridge line that exceeds the RM3 height in a portion of the roof.
- All parking is accessed through the laneway. The applicant has been notified that laneway improvements will be required at time of Building Permit.
- This proposed affordable housing development addresses some of the housing needs outlined in the *Housing Needs Assessment Report* dated February 2021.
- Parking studies conducted by BC Housing have indicated that a portion of units in the Community Housing Fund program do not generate parking needs and as such BC Housing has parking formulas based upon the research conducted.

OPTIONS

1. Recommend to Council the application be supported.
2. Recommend to Council the application be supported with conditions (specify).
3. Recommend to Council the application not be supported.