

To: Port Alberni Advisory Planning Commission

Ed Francoeur (Chair)

Stefanie Weber (Vice-Chair)

Callan Noye
Sandy McRuer

Joe McQuaid Dan Holder

Ken Watts (ECC, Tseshaht (ċ išaaʔatḥ) F.N) Councillor Serena Mayer, (Hupačasath F.N)

Christine Washington, (SD70 Liaison)

Councillor Dustin Dame (Council Liaison)

Wayne Mihalicz (Parks Liaison) Derrin Fines (P.A.F.D. Liaison)

S/Sgt Mike Thompson, (R.C.M.P. Liaison)

From: S. Smith, Director of Development Services
Copy: L. Ransom (Alternate - School District #70)

H. Wylie (Alternate - Tseshaht (c išaa?ath) First Nation)

TBD (Alternate Hupačasath Nation)

TBD – (Alternate - R.C.M.P.)

Councillor D. Haggard (Alternate - Council Liaison)

Corporate Services: D. Monteith, S. Darling, T. Feltrin, A. O'Connor

City Staff: B. McLoughlin, H. Stevenson, C. Foden

Date: December 14, 2023

Re: Advisory Planning Commission Meeting - Thursday, November 16, 2023 at 12:00 pm

A meeting of the Advisory Planning Commission has been scheduled for **Thursday, December 21, 2023 at 12:00 pm** in the Council Chambers at City Hall (4850 Argyle St.). Contact Haley Stevenson (T:250-720-2808 / email: Haley Stevenson@portalberni.ca) or Cara Foden (T: 250.720.2850 / email: Cara Foden@portalberni.ca) if you require more information.

APC AGENDA

- 1. Acknowledgements and Introductions- This APC meeting is being held within the un-ceded traditional territories of the Hupačasath and the Tseshaht/ċ išaaʔatḥ First Nations.
- 2. Adoption of minutes of the October 19, 2023 meeting
- 3. DEVELOPMENT APPLICATION: Development Variance Permit
 4821 Heath Rd. Lot 2, Block 2, District Lot 11, Alberni District, Plan 618B (PID: 008-735-042)
 APPLICANT: D. Sneddon
- DEVELOPMENT APPLICATION: Development Variance Permit
 2856 4th Avenue Lot 5, Block 57, District Lot 1, Alberni District, Plan VIP197B PID: 000-845-710
 APPLICANT: L. Baker, agent for C. LeFevre dba Woodward's Village Inc.
- 5. Updates Manager of Planning
- 6. Other business
- 7. Adjournment The next regular APC meeting is scheduled for Thursday, January 18, 2024.



Summary Report / Minutes of the Advisory Planning Commission Meeting held on October 19, 2023 at 12:00 p.m. (Council Chambers, Port Alberni City Hall, 4850 Argyle Street)

Commission Members Present

Ed Francoeur (Chair)

Stefanie Weber (Vice-Chair)

Sandy McRuer Dan Holder

Christine Washington, (SD70 Liaison)

Derrin Fines (P.A.F.D. Liaison)

Councillor Dustin Dame (Council Liaison)

Regrets

Haley Stevenson, Planner I

S./Sgt. Mike Thompson, (R.C.M.P. Liaison)

Wayne Mihalicz (Parks Liaison)

Councillor Serena Mayer, (Hupačasath F.N) Ken Watts (ECC, Tseshaht (c išaa?ath) F.N)

Callan Nove Joe McQuaid

Staff

Brian McLoughlin, Manager of Planning

Cara Foden, Planning Technician

Scott Smith, Director of Dev. Services/Deputy CAO

Guests

Applicant/s: L. Shaver, A. Guiry, P. Johannknecht

Alternates (not in attendance)

Larry Ransom (Alt. – S.D.70)

TBD (Alt.- RCMP)

Councillor Deb Haggard (Alt. Council Liaison)

Harley Wylie (Alt. – Tseshaht (c išaa?ath) F.N)

1. Acknowledgements and Introductions

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

6/6/6/6/6/6/6/6/

2. Adoption of previous meeting minutes:

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

(Weber / McRuer) CARRIED

3. DEVELOPMENT APPLICATION: Zoning bylaw

3045 Kingsway Ave. - Lot 17, Block 103, District Lot 1, Alberni District, Plan VIP197, PID: 009-272-925 3053 Kingsway Ave. - Lot 18, Block 103, District Lot 1, Alberni District, Plan VIP197, PID: 009-272-968 3063 Kingsway Ave. - Lot 19, Block 103, District Lot 1, Alberni District, Plan VIP197, PID: 009-273-000 APPLICANT: Streamside Homes Inc.

- The Manager of Planning presented a summary of the application. A full report dated October 19, 2023 was included in the Agenda package for this meeting.
- Attendees discussed the proposed Zoning Bylaw text and map amendments as follows:
 - APC expressed support for the application and indicated it was a positive development for the community.
 - Unit configuration (1 and 2-bedroom units) was noted.
 - It was expressed that parking seemed sufficient.

- There was discussion regarding Comprehensive Development zones (why and where they are often used, i.e. greater flexibility). The City has 3 CD zones in place and two more applications under review.
- APC asked for information on the proposed bike patio concept. The Planner explained it
 is an "end of trip" facility to support bicycle use and storage by residents.
- It was noted the applicant has not yet engaged a civil engineer. The Planner explained that the applicant will be required to engage an engineer to determine if infrastructure improvements are required. Staff recommend this be required prior to a Public Hearing.
- o APC noted that the area likely contains aging infrastructure.
- APC asked about Density Bonusing. The Planner explained that density bonusing does not apply to this application, but typically it allows a developer to increase density by meeting conditions specified in the Zoning Bylaw.
- o It was noted the proposed roof top patio will not be fully covered.
- The APC suggested that plugins for electric vehicles be provided.
- When asked about ground floor security / windows the applicant indicated that the design plans were not at that level of detail yet, but CPTED principles can be applied.
- o The development will be strata / condominium and will be geared to market housing.
- The APC discussed a recommendation that Council waive the Public Hearing as the application aligns with the current OCP land use designation.

Motions:

1. That the Advisory Planning Commission recommends to City Council that Council support the application and waive a Public Hearing.

(Washington / Weber) CARRIED

4. Updates from the Director of Development Services

- Zoning Bylaw 5074 was adopted by Council on October 10, 2023 and current applications that will now move forward include those located at 2780 Burde Street and at 3690 Loewen Rd / 2791 Burde St.
- OCP project an update went to COW meeting on October 16. No deadline has been set for completion but staff hope to have a draft for Council in April, 2024.
- Sage Haven second stage housing project is almost complete and the Mother's Centre on Kendall Ave. is due to start building soon.

5. Other Business

6.	Adjournment – The meeting adjourned at 12:50 pon Thursday, November 16, 2023.	om. The next meeting is scheduled for 12:00 pm
	(Chair)	

APC-SummaryMinutes-Oct19-2023



CITY OF PORT ALBERNI

DEVELOPMENT APPLICATION REFERRAL PRELIMINARY REVIEW REPORT

TO: Advisory Planning Commission

FROM: Haley Stevenson, Development Planner I

DATE: December 14, 2023

SUBJECT: DEVELOPMENT APPLICATION – Development Variance Permit No. 120

4821 Heath Road, Port Alberni

LOT 2, BLOCK 2, DISTRICT LOT 11, ALBERNI DISTRICT, PLAN 618B

Applicant(s) D. Sneddon

PURPOSE

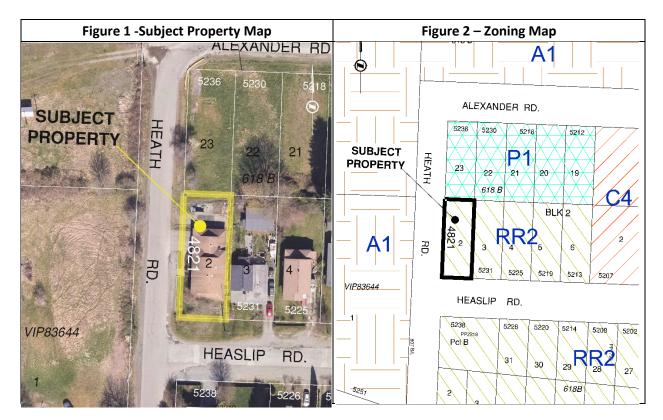
To consider Development Variance Permit No. 120 (DVP 120) at 4821 Health Road. The applicant is proposing to vary the maximum lot coverage, and projection distance of an open porch in a front yard. DVP 120 would enable the applicant to construct a front-yard deck.

SUBJECT PROPERTY AND SITE CONTEXT

Location	Corner of Heaslip Road and Heath Road intersection.	
Current Zoning	RR2 Semi-Rural Residential	
Total Area	615.6 m ² (0.15 acres)	
Official Community Plan (OCP)	• Schedule A: Land Use Map: Residential (RES)	
Relevant Guidelines	OCP Section D Plan Policies – 4.0 Residential	

The property at 4821 Heath Road is zone *RR2 Semi-Rural Residential* in *Zoning Bylaw No. 5074, 2023* and is occupied by on single-detached dwelling. Surrounding properties are a mix of agricultural, residential, commercial, and institutional zoning. The lot pre-dates the Zoning Bylaw and is smaller than the minimum lot size of the RR2 zone. The existing dwelling occupies approximately 31.4% of the site. According to the Zoning Bylaw the property's front lot line is along Heaslip Road, but the house was built to face Heath Road (side lot line). See Figure 3.

December 14, 2023 Page 2 of 3





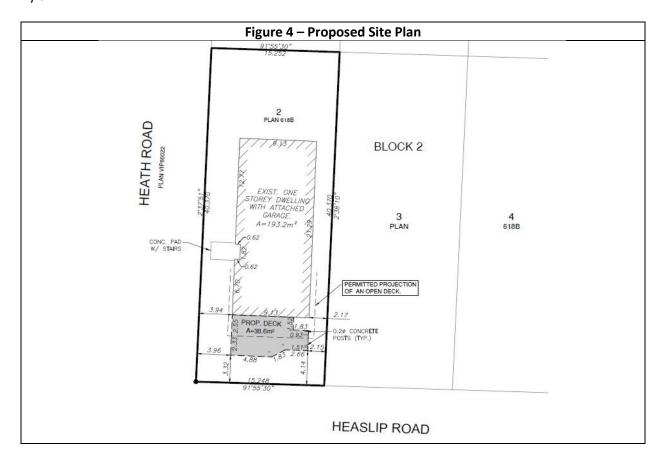
PROPOSED DEVELOPMENT VARIANCE

The applicant is requesting the following variances to *Zoning Bylaw No. 5074, 2023* to enable construction of a deck at the subject property:

Table 1 – Text of Proposed Variance to Zoning Bylaw No. 5074				
		Required	Proposed	
5.10.2 RR2 Site Development Regulations	Increase the Maximum Coverage from 33% to 38% for a total variance of 5%.	33%	38%	
6.12.1 Projections	Increase the projection of an open porch into a required front yard from 1.85 m to 4.18 m for a variance of 2.33 m.	1.85 m	4.18 m	

December 14, 2023 Page 3 of 3

The applicant has provided a site plan that shows the area and extent of the proposed open porch (see Figure 4). The plan also demonstrates the open porch projection distance permitted by the Zoning Bylaw.



STAFF NOTES

- Because the house was built to face Heath Road, the technical front yard (on Heaslip Road) does not function as intended by Zoning Bylaw regulations.
- Because the existing dwelling already covers 31.4% of the property's permitted 33% site
 coverage, development is extremely limited and a variance for coverage would likely be
 required for any added structure.
- Staff do not anticipate any significant impacts to surrounding properties related to approving the requested variance.
- The application was referred to the City's Infrastructure Services Department, no concerns were raised.
- Local Government Act section 499 requires notice of the variance application to be given prior to a Council Meeting. The City's *Development Procedures Bylaw No. 5076* requires that all owners and occupants within 100 meters of the property be mailed a notice.

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.



CITY OF PORT ALBERNI

DEVELOPMENT APPLICATION REFERRAL PRELIMINARY REVIEW REPORT

TO: Advisory Planning Commission

FROM: Haley Stevenson, Planner I

DATE: December 14, 2023

SUBJECT: DEVELOPMENT APPLICATION – Proposed OCP & Zoning Bylaw Amendments

2856 4th Avenue, Port Alberni

Lot 5, Block 57, District, Lot 1, Alberni District, Plan 197-B, (PID: 000-845-710)

Applicant(s): Lindsay Baker dba Le Fevre Group

PURPOSE

To consider an application for amendments to the Official Community Plan (OCP) and Zoning Bylaw that would enable a four-unit townhouse at 2856 4th Avenue.

SUBJECT PROPERTY AND SITE CONTEXT

The subject property is currently vacant, and was formerly a commercial parking lot. It is located on the edge of the South Port Commercial Area approximately one block east of the 3rd Avenue commercial corridor. The proposed project would be the second phase of a townhouse development at this location. Construction of the first phase recently started on the neighbouring property (2846 4th Avenue), which was rezoned *TH1 Multi-Family Residential* earlier this year.

The subject property is designated 'General Commercial' in the Official Community Plan (OCP), and is classified as 'C7 Core Business' in Zoning Bylaw No. 5074, 2023. The surrounding neighborhood is a mix of commercial, low-density residential, higher-density residential, and park and recreation zoning (see attached Zoning Map).

Location	East side of 4 th Avenue mid-block between Mar Street and Montrose Street.		
Current Land Use	General Commercial		
Current Zoning	C7 Core Business		
Proposed Land Use	Multi-family Residential		
Proposed Zoning	TH1 Townhouse Multi-family		
Total Area	511 m2 (5,500 ft ²)		

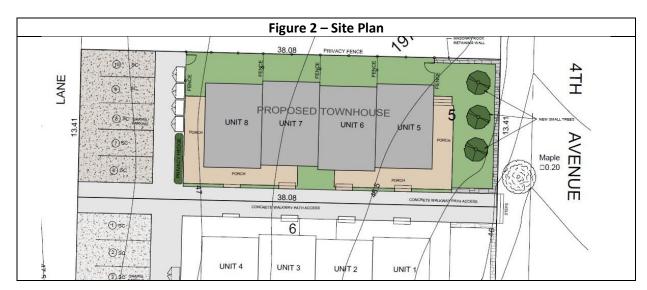
December 14, 2023 Page 2 of 4



SUMMARY OF DEVELOPMENT APPLICATION

The applicant is proposing to build a four-unit townhouse sited perpendicular to 4th Avenue. The proposal is designed as the second phase of a two-phase development. Below is a summary of proposed amendments to the OCP and Zoning Bylaw:

- 1. Change the land use designation of 2856 4th Ave from 'General Commercial' to 'Multi-Family Residential'.
- 2. Change the Development Permit Area of 2856 4th Ave from 'No. 2 Commercial Development' to 'No.1 Multiple Family Residential' in the OCP.
- 3. Change the classification of 2856 4th Ave from 'C7 Core Business' to 'TH1 Townhouse Multi-family' in the Zoning Bylaw.



December 14, 2023 Page 3 of 4

POLICY REVIEW

Official Community Plan

The subject property meets the criteria for re-designation of land as multi-family and the proposal aligns with OCP policy (see attached Relevant Policy Summary). The proposed development would be reviewed against DPA No. 1 design guidelines at permitting stage.

Zoning Bylaw

The subject property is well-situated for the TH1 zone as it is located within walking distance to amenities, and it helps soften the transition between the neighborhood's low-density residential and commercial properties. The subject property meets the requirements of the TH1 zone and preliminary designs comply with the Zoning Bylaw.

<u>Uptown District Revitalization Strategy (UDRS)</u>

The proposed development would create additional "missing-middle" housing options in the Uptown area. Diversified housing helps create a more livable community as it provides options for residents with varied preferences and socioeconomic backgrounds. The proposal also aligns with poverty reduction opportunities identified in the UDRS, which aim to increase housing availability and diversity, and encourage innovative affordable housing development.

The additional dwelling units would also bring more households to the Uptown neighbourhood, within walking distance of local businesses. This also aligns with economic development objectives in the *UDRS* which aim to increase investment in the neighbourhood and promote revitalization (see attached Relevant Policy Summary).

REFERRALS

The application was referred to external agencies and internal departments. A summary of responses is attached to this report.

Staff Notes:

- Design guidelines will be applied at Development Permit to address access, open space, and landscaping to improve livability, and control how the site interacts with neighbouring properties (e.g. ensuring screening along property lines).
- The TH1 zone is intended for residential infill on lots matching the dimensions and characteristics of the subject property.
- Parking is provided at 1.25/dwelling unit as required by the Zoning Bylaw. However, use of street parking by residents and visitors should be anticipated. This is common of multiresidential development.
- Additional households near businesses will help with local economic development and add to neighbourhood vibrancy (in principle).
- Infill development in core neighbourhoods is more efficient to service compared to new neighbourhoods at the community boundary.
- The developer will be responsible for the cost of any required infrastructure improvements.
- A Public Hearing is required by Section 464 of the Local Government Act, as the application includes an OCP Bylaw amendment. The City's Development Procedures Bylaw No. 5076 requires that a notice be mailed to all owners and occupants within 100 meters of the property.

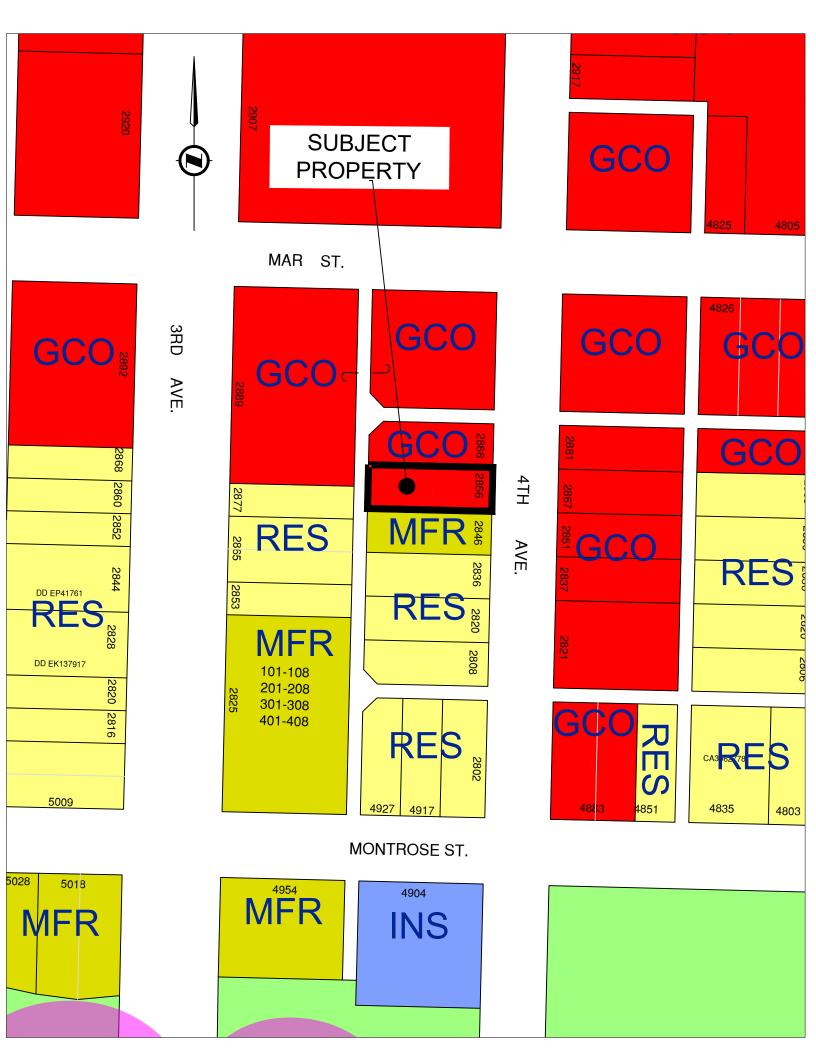
December 14, 2023 Page 4 of 4

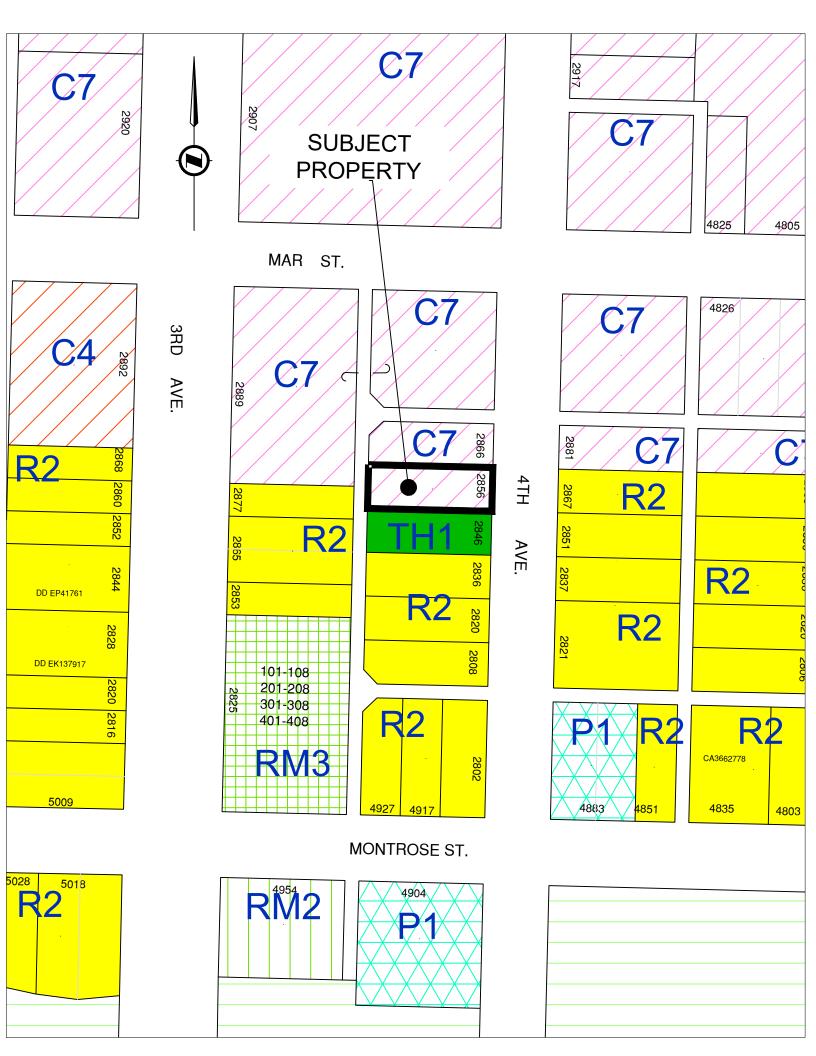
OPTIONS

- 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

ATTACHMENTS

- OCP Map
- Zoning Map
- Policy Summary
- Referral Summary
- 2856 4th Ave Proposed Development Plans





POLICY SUMMARY

The following table contains relevant policy statements on housing found in the *Official Community Plan Bylaw* and strategies listed in the *Uptown District Revitalization Strategy*.

Document & Section	Text		
OCP 4.3 Multi-Family Residential (MFR) Council Policy	 When considering re-designation of areas to Multi-Family Residential (MFR), the City shall consider the following criteria: Should be within walking distance (approximately 800 metres) of commercial, recreational, public/institutional nodes, or community scale parks; Should be located on or in proximity to major collectors or arterial roads in order reduce traffic impacts on local roads; An adequate transition between lower density housing, and compatibility with adjacent land uses must be provided; 		
OCP 4.1 General Provisions Council Policy	 The provision of a wide-range of housing choice for the benefit of all demographic and socioeconomic segments is encouraged. The City will encourage greater residential density in locations near commercial nodes and near transit routes. 		
OCP Section C - 1.1 Growth Goals & Objective	development in key locations of the City.		
OCP Plan Policies - 4.0 Residential – Affordable Housing	A range of affordable housing options should be provided to accommodate a wide range of lifestyles and economic profiles such as young families, seniors, singles, those on a fixed income or are low-income households. Such housing can consist of a range of forms including multi-family, high density detached single-family residential, or secondary suites within or associated with single-family dwellings in single-family neighbourhoods.		
UDRS Economic Development Strategies	1.12 "Prioritize density in new housing developments to promote walkability and local shopping" to help "Increase the number of people living in proximity to the commercial areas in Uptown".		
UDRS Poverty Reduction Opportunities	Opportunities to help reduce poverty in the Uptown area include: Increase housing options. More housing diversity. City pursues innovative affordable housing development and protects existing affordable housing stock. 		



Referral Comments

FILE Number(s): ZON 2023-06

Referrals Sent Date: Thursday, December 14, 2023

Civic Address(es): 2856 4th Avenue

Legal Description(s): Lot 5, Block 57, District Lot 1, Alberni District, Plan 197-B, PID: 000-845-710

Application Type: ZONING AMENDMENT

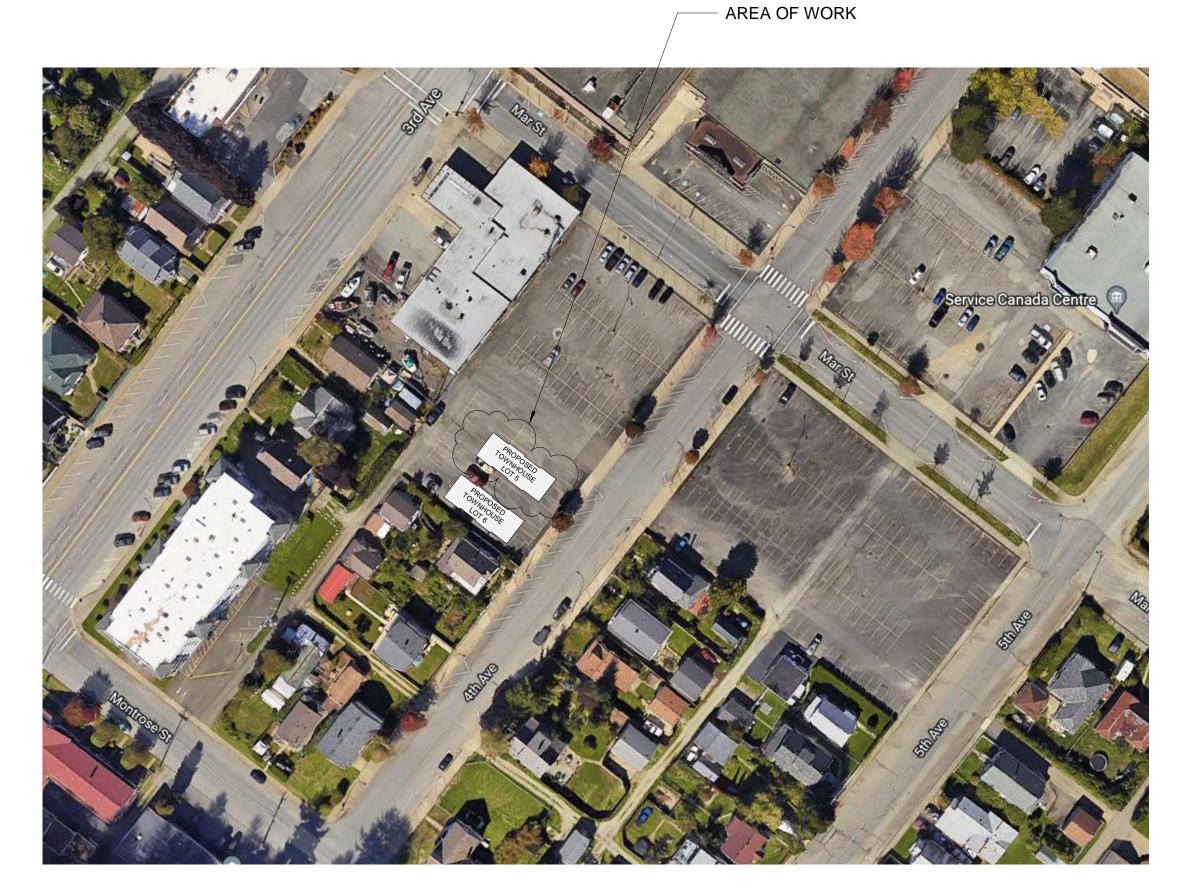
Agency/Dept	Date	Comments
City Infrastructure Services	12/4/2023	New storm lead required to property line for future tie-in. New storm trunk main not required as part of this development, however expectation would be that this site would tie-in to a new storm main when it is installed in the area in the future.
Can Post Reg	12/4/2023	Request the developer to contact Canadas Post in advance to plan mail delivery. Depending on the approved plan, developer supplied mailboxes and/or Lock Box Assembly may be required along with safe access to CPC standards.
Fortis	12/4/2023	Please be advised FortisBC Energy Inc. (Gas) has no concerns as we have no gas in this area.
Island Health (VIHA)	12/13/2023	Summary: Note that the proposed development would add needed housing units to the region
		and is located in a walkable neighborhood.
		Development must comply with the <i>Drinking Water Protection Act and Regulation</i> and the <i>Sewerage System Regulation</i> or <i>BC Municipal Wastewater Regulation</i> .
		Recommend that development plans consider heat-related health impacts in building designs, provide on-site bicycle storage, and design walkways to be accessible.
		Full letter on file dated 12/13/2023.
City Prks- Recreation- Heritage	11/30/2023	No comments/concerns.
City Fire	12/4/2023	No comments/concerns.
City Community Safety	12/1/2021	No comment/concerns.
City Operations	12/14/2023	No comments/concerns.

No further responses were received from other referral agencies by the date of this report.

LeFevre Woodwards Village Development



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SOUTH VIEW

CONTEXT PLAN

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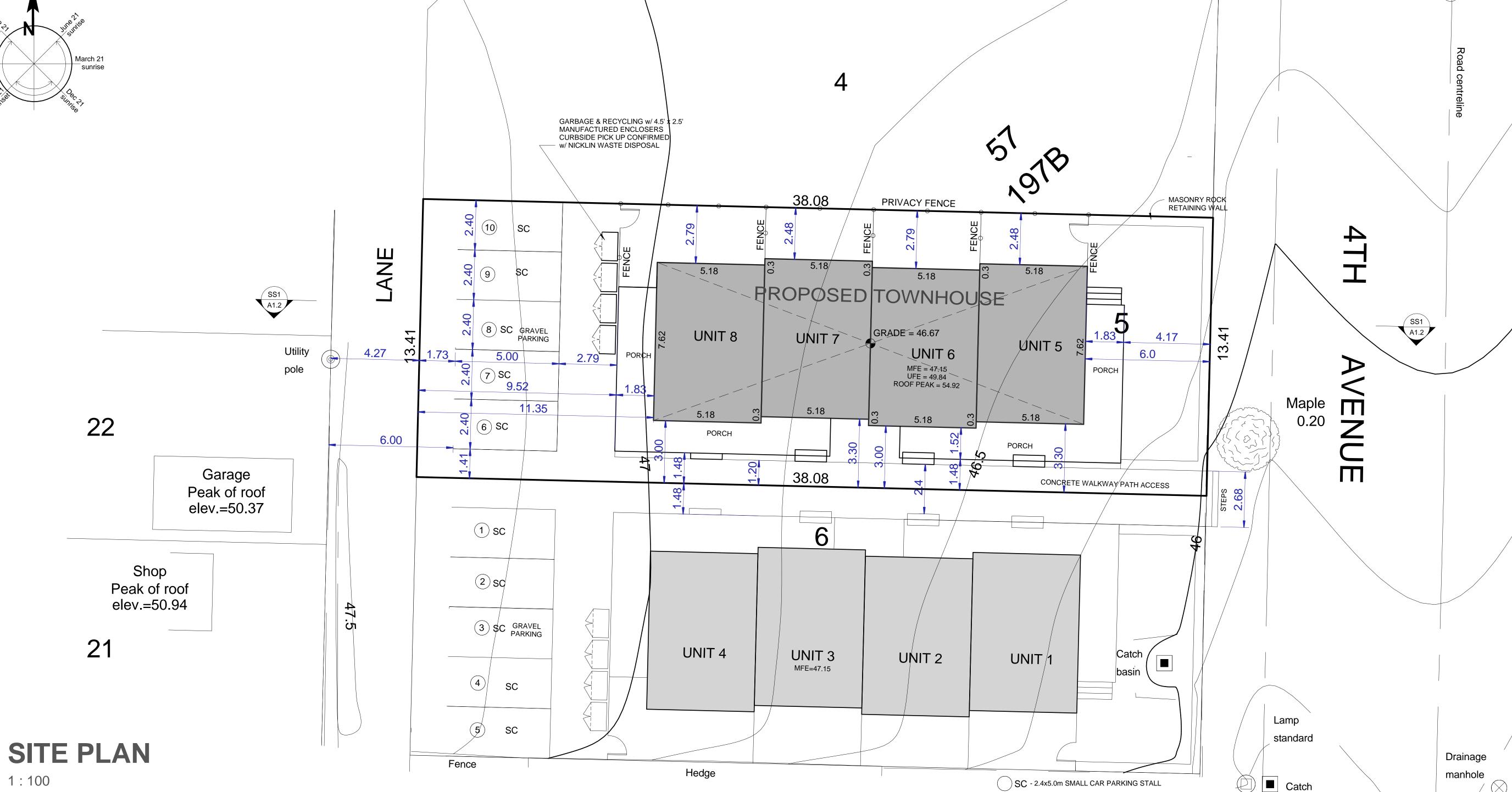


NORTH VIEW NORTHEAST VIEW



A 23-05-0. No. Date	2 Permit se	et Issue not	ies
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Project title LEFEV DEVELO	RE WO	TH AVENU DDWARDS T, PORT AI	IE, S VILLAGE LBERNI BC
Sheet title	COVI	ER SHEET	-
Project manager	Projec	2022	?-40
L. Bake Reviewed By L. Bake Date May 02, 20 CAD File Name	Sheet	1/4" = 1'0" A1	

LOT 5, BLOCK 57, DISTRICT LOT 1, ALBERNI DISTRICT, PLAN 197-B ADDRESS: 2856 4TH AVENUE, PORT ALBERNI, B.C. P.I.D.: 000-845-710 March 21 sunset sunrise



Zoning Summary

Lot 5, Block 57, Plan 197-B 2856 4th Avenue, Port Alberni, B.C. Legal address: Civic address: 000-845-710 P.I.D.: C7 - Core Business

Zoning: Use: Lot area:

Dwelling Units at Ground Level Proposed Pertmitted Lot Coverage Max 50%
Building Height Max 14m
Floor Area Ratio Max 1.2 215.4m² - 42.15%

8.25m 0.595

Parking Requirements

Required

Residential: 0.5 spaces per unit = 2 stalls Accessible parking spaces req'd for 20+ stalls = 0

<u>Proposed</u>

Regular stalls: 0 stalls Small cars stalls: 5 stalls Accessible stalls: 0 stalls 5 stalls

Unit Summary

2 Bedroom $(76m^2) = 4$

Floor Area

Total = $304m^2$

Unit 5 Main Floor = 39.5m²
Unit 5 Upper Floor = 36.5m²
Unit 6 Main Floor = 39.5m²
Unit 6 Upper Floor = 36.5m²
Unit 7 Main Floor = 39.5m² Unit 7 Upper Floor = 36.5m² Unit 8 Main Floor = 39.5m² Unit 8 Upper Floor = 36.5m²

Setbacks

F	Required	Proposed
Front Yard (4th Ave)	6.0m	4.17m
Rear yard	9.0m	9.52m
Side yard (south)	5.0m	1.48m
Side yard (north)	5.0m	2.48m

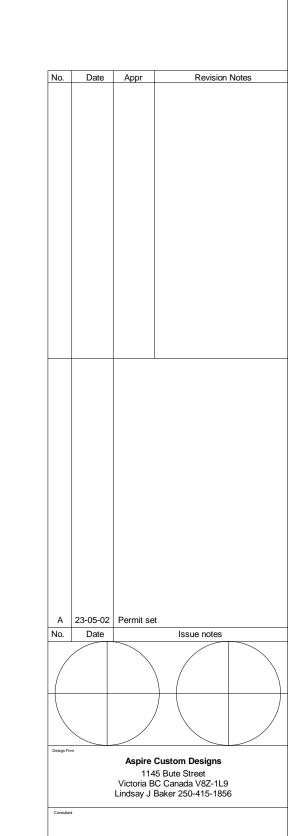
Heights

Grade level = 46.67m Top of Roof Height = 8.25m



ASPIRE CUSTOM DESIGNS

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2856 4TH AVENUE, LEFEVRE WOODWARDS VILLAGE DEVELOPMENT, PORT ALBERNI BC

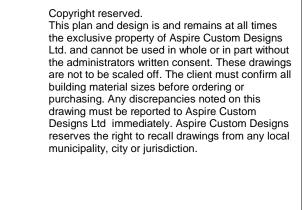
SITE PLAN

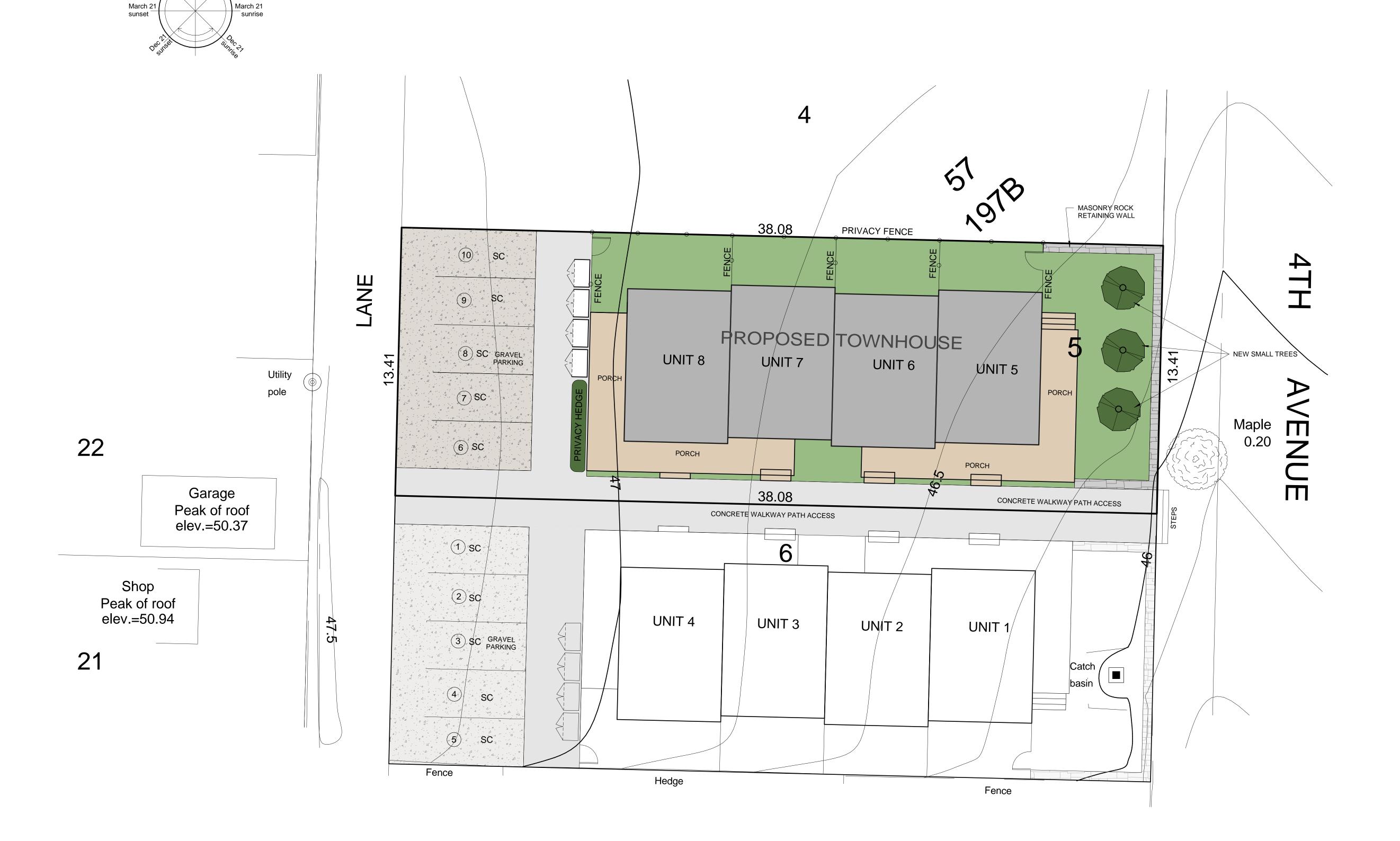
May 02, 2023

2022-40 1/4" = 1'0" or as noted

A1.1







LANDSCAPE PLAN

1:100

A 23-05-0 No. Date	2 Pern	nit set	Issue notes	
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Consultant		ria BC (Bute Street Canada V8Z-1L9 Ser 250-415-185	
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L. Baker Date May 02, 2023 CAD File Name		Sheet No.	A1.	3

No. Date Appr