



**To: Port Alberni Advisory Planning Commission**

Ed Francoeur (Chair)	Ken Watts, (Tseshah/č išaa?ath 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	Amy Needham (Parks Operations Liaison)

**From:** Marianne Wade, Manager of Planning

**Copy:** Larry Ransom - (Alternate - School District #70)  
Harley Wylie (Alternate - Tseshah/č išaa?ath First Nation)  
TBD (Alternate - Hupačasath Nation)  
Councillor Helen Poon - (Alternate - Council Liaison)  
Corporate Services  
Development Services: Scott Smith, Brian McLoughlin, Cara Foden

**Date:** October 13, 2022

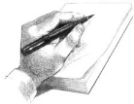
**Re:** Advisory Planning Commission Meeting - **Thursday, October 20, 2022 at 12:00 pm**

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A meeting of the Advisory Planning Commission has been scheduled for **Thursday, October 20, 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](mailto:Marianne_wade@portalberni.ca)) or Cara Foden (Tel: 250.720.2850 / email: [cara\\_foden@portalberni.ca](mailto: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 Tseshah/č išaa?ath First Nations.
2. **Minutes** of the September 15, 2022 meeting of the Advisory Planning Commission.
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
4. **DEVELOPMENT APPLICATIONS – Zoning Bylaw amendment**  
**3911 Cedar Street - Lot S (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.
5. **Update:** OCP – Vision and Guiding Principles – Manager of Planning Council
6. **Other business**
7. **Adjournment** - The next regular APC meeting is scheduled for **November 17, 2022.**



**Summary Report / Minutes of the Advisory Planning Commission Meeting  
held on September 15, 2022 at 12:00 p.m.  
(Council Chambers, Port Alberni City Hall, 4850 Argyle Street)**

**Commission Members Present**

Ken McRae, (Vice - Chair)  
Harley Wylie (Alt. – Tseshah (č išaaʔath) F.N)  
Stefanie Weber  
Jolleen Dick, Councillor, Hupačasath F.N  
Amy Anaka  
Callan Noye  
Larry Ransom (Alt.– S.D.70)  
Andre Guerin, P.A.F.D. Liaison  
Peter Dionne, R.C.M.P. Liaison  
Amy Needham, Parks Liaison

**Regrets**

Ken Watts, Chief, Tseshah (č išaaʔath) F.N)  
Ed Francoeur (Chair)  
Joe McQuaid  
Christine Washington, SD70  
Councillor Deb Haggard, Council Liaison

**Staff**

Marianne Wade, Manager of Planning  
Brian McLoughlin, Development Planner  
Cara Foden, Planning Technician  
Scott Smith, Dir. of Dev. Services/Deputy CAO

**Guests**

Kelly Learned, Consultant (FRANK)  
Applicants: None attending  
Public: Derrin Fines, PAFD

**Alternates (not in attendance)**

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



**1. Acknowledgements and Introductions:**

Acknowledgement by Chair that this Advisory Planning Commission (APC) meeting is being held within the un-ceded, traditional territories of the Hupačasath Nation and the č išaaʔath (Tseshah) First Nation. Welcome and introductions.

**2. Minutes:** Adoption of August 18, 2022 Minutes

**Motion:**

*That the City of Port Alberni Advisory Planning Commission adopt the minutes of the August 18, 2022 regular meeting as amended.*

**(Weber / Wylie) CARRIED**

**3. Official Community Plan (OCP) – Vision and Touchstones – Consultant, Kelly Learned (FRANK) presented draft Vision and Touchstones**

- The Manager of Planning introduced Kelly Learned who gave a brief overview of the OCP project and status. Ms. Learned advised the APC members that Slido software would be used during this session to gather feedback regarding the draft Vision and Touchstones. A series of questions allowed for the APC members to provide feedback interactively and to discuss the feedback as notes were taken.
- The draft 'Vision' and Seven (7) of the draft 'Touchstones' were presented for review, one at a time, to determine the level of support for each. The level of support was determined interactively, via mobile phone voting on the polls, and followed by an opportunity for individual APC members to elaborate on their reasons for supporting, not supporting or expressing neutrality regarding the content and wording contained in each of the 'Touchstones'. See attached summary of the notes taken.

#### **4. DEVELOPMENT APPLICATION – Temporary Use Permit**

**3665 4th Ave.** - Lot 23, Block 46, District Lot 1, Alberni District, Plan VIP197B (PID: 009-243-372) and;

**3675 4th Ave.** - Lot 24, Block 46, District Lot 1, Alberni District, Plan VIP197B (PID: 009-243-399) and;

**3689 4th Ave.** - Lot A, District Lot 1, Alberni District, Plan VIPVIP24376 (PID: 003-029-808)

**APPLICANT:** C. Stevens dba The Port Alberni Friendship Centre

- The Manager of Planning summarized her report to the APC dated September 8, 2022.
- APC discussed the proposed permit with respect to the following:
  - A renewal of the initial term of the TUP would include factors such as lack of availability of another form of supportive housing or an increased need for the service within the community.
  - It was noted that the City would be providing infrastructure in the form of city services (Water, Sanitary, Storm, Fencing etc) that is costly. The Manager of Planning explained that the City Council had resolved to contribute \$140,000 towards the project with the goal of supporting vulnerable members of the community.
  - APC members were concerned about operations of the facility and safety. The Manager of Planning indicated that many of the operational concerns voiced would be the responsibility of BC Housing under an Operational Agreement and Operational Budget funded by BC Housing. The City would not be responsible for operational costs.
  - The shelters did not have cooking facilities as meals would be provided under the operational budget. Maintenance would also fall under the operational budget.
  - Safety was discussed and it was noted that the shelter would have security cameras and on-site staffing 24 hours/day.
  - The temporary nature of the permit was discussed and the future of the facility/site. If the site is deemed appropriate for the long term the potential for rezoning might be a feasible option.

#### **Motion:**

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

**(Ransom / Weber) CARRIED**

#### **5. DEVELOPMENT APPLICATION – Zoning Bylaw amendments**

**5837 Compton Road** Lot B, District Lot 21, Alberni District, Plan VIP20721 (PID: 003-573-818); and

**5801 Compton Road** Lot A, Section 21, Alberni District, Plan VIP20721 (PID: 003-573-796)

**APPLICANT:** G. Cicon

- The Director of Development Services summarized his report dated September 8, 2022.
- APC discussed the proposed amendment with respect to the following:
  - The location of the property with respect to the Floodplain Bylaw and with respect to new flood level mapping now available was discussed. The APC expressed concern that site development may be contrary to the objectives of the community once the new OCP is adopted. The Director agreed that the top of Golden St. presented challenges for Tsunami evacuation routing and a long-term plan may include Pierce Rd. and Georgia Rd. as potential routing if connected to Beaver Ck Rd. The Director also indicated to APC that the site itself, though included in the area covered by the Floodplain bylaw, actually exceeds the levels required under that bylaw and the new Flood mapping levels that are now available.
  - The Park designation on 5801 Compton Rd. will not change around Lugin Creek that runs

through the property. The site is not currently included in a Development Permit Area.

- There would be potential to include a covenant on the land to guarantee construction elevations.
- The Subdivision Approving Officer would ensure that no land was “ cut off” from road access. The current application does not guarantee subdivision approval and the applicant would be required to meet the appropriate conditions of subdivision in order to develop the land or subdivide further.

**Motions:**

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

**(Dick / Wylie) CARRIED**

**6. DEVELOPMENT APPLICATIONS – Zoning Bylaw amendments**

**a) 2244 Mallory Drive - Lot 7, District Lot 1, Alberni District, Plan VIP23398 PID: 000-819-972**

**b) 2272 Mallory Drive - Lot 3, District Lot 1, Alberni District, Plan VIP23398 PID: 002-881-195**

**APPLICANT:** D. Saywell Developments Ltd., Inc. No. 0699694

- The Manager of Planning (M.W.) summarized her reports dated September 15, 2022.
- APC discussed the proposed amendment with respect to the following:
  - The development of the duplex homes would not be out of character for the existing neighbourhood.

**Motions:**

1. *That the Advisory Planning Commission recommends to City Council that Council support the application for a Zoning amendment for 2244 Mallory Drive.*

**(Ransom / Wylie) CARRIED**

2. *That the Advisory Planning Commission recommends to City Council that Council support the application for a Zoning amendment for 2272 Mallory Drive.*

**(Noye / Ransom) CARRIED**

**7. Status Update:** None at this time.

**8. OTHER BUSINESS:** Andre Guerin, PAFD Liaison introduced Derrin Fines who will be replacing Andre and the PAFD Liaison in October 2022.

**9. ADJOURNMENT:** The meeting adjourned at 2:00 pm. The next meeting is scheduled for 12:00 pm on **October 20, 2022.**

**(Weber / Wylie) CARRIED CARRIED**

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Ken McRae (Vice-Chair)

## **Attachment**

### **Advisory Planning Commission – September 15<sup>th</sup> – Agenda Item 1 - Official Community Plan (OCP) – Vision and Touchstones - Summary of Notes taken during SLIDO presentation, Poll question discussions:**

#### **Poll 1 – Draft Vision**

- 44% identified the Vision needs more work.
- Words to include = diverse, sustainable, cultures, “inclusive access” to replace equitable access, play, learn, resources,
- “shared western and indigenous histories” is problematic. May not be shared.
- Not all non-indigenous community members are “Western”.
- “Taking care of each other, our resources...” instead of our land, our water.
- Supporting “play, learn”, food, shelter, mobility, after “Histories”. Add “cultures”, “resources”

#### **Poll 2 - Touchstone - Environmental Protection and Leadership:**

- Wording and phrasing order is important – Indigenous cultures and references often shuffled to last place so our Vision and Touchstones should consider wording order referencing Indigenous.
- “Support” is not strong enough. Make more affirmative re: recovery of damaged ecosystems.
- Need emphasis on the word “recovery” with respect to environment
- Speak to partnerships with F.N., industry
- Identify that working with employers is necessary
- Speak to incorporation of traditional ecological knowledge.
- Statement doesn’t reference F.N. involvement or position at leadership table
- Be leaders prioritizing F.N. and incorporating concerns.
- Consider having a dedicated F.N. / Indigenous Department within City Hall.
- Words to include = protect, preserve, rehabilitate, promote industry
- Remove words “on the island”

#### **Poll 3 - Touchstone – Grow with Tomorrow in Mind**

- 86% indicated Neutrality about the statement presented
- Needs to be more specific
- Seems to support status quo rather than progressive with use of the word diversity
- Needs clarity re: “what does GROW mean (is it just in terms of climate or broader? Are demographics in mind?)
- Words “changing climate” too constrained?
- Should incorporate philosophy “grow while still protecting environment”
- Provide a diversity of universal, rather than accessible, options for moving around Port Alberni

#### **Poll 4 - Touchstone – Responsible Infrastructure Management**

- 71% indicated neutrality about the statement presented
- “maintain” and utilize what we already have
- Ensure new infrastructure resilient to change
- Missing emphasis to encourage building in right location (not floodplain etc)
- Words “adaptation” and “mitigation” are redundant and not necessary.

Poll 5 - Touchstone – Healthy, Vibrant, Inclusive Community

- 83% indicated neutrality about the statement presented
- Affordability affects rate of volunteerism. Retirees now needing to go back to work or choosing to.
- Volunteerism could look different, rethink, evolve,
- Care for ALL who need support not just those needing MOST support

Poll 6 - Touchstone – Livability

- 75% indicated support for statement presented
- Concerns re lack of improvement and progression with current transit routes/systems that have not changed much in decades
- Words - access to “services, transit, leisure and nature” and enabling “recreation”,
- “well designed” is very subjective - could be “balanced” instead
- Housing has been developed but at cost to Parks and Playgrounds (Recreation needs more emphasis)
- Safety and Security need to be included in livability factors
- 56% support , 44% needs more work on statement presented
- The word “increase” is problematic. We already have lots of spaces so “increase” what specifically? Maybe more ball fields and turf facilities?
- We have lots of aging facilities that will need to be replaced and maintained. Need to PLAN for this. We have lots of greenspace.
- Trail maintenance needs planning.
- Seek out and access Government funding sources

Poll 7 - Touchstone – Diverse, Balanced Economy

- 50% support , 50% needs more work on statement presented
- It is a warm, fuzzy but bureaucratic statement that doesn't say much.
- City needs to support new businesses, small businesses disappearing
- Use word “strengths” instead of “drivers”.
- Opportunities for ALL to stay rather than just youth and young families (everyone)
- Speak to need for business development supports
- Support new and emerging sectors – wider than just industry

Consultant indicated that the Reconciliation Touchstone would be discussed in more depth with the F.N. communities. APC noted that public engagement with Tseshah F.N. had initially gotten off on wrong foot for the OCP project. Hoping for opportunities to discuss ideas with the Mayor. Reconciliation should be a top priority.

One word after today's discussion:

Encouraged, Useful, Hopeful, Inspired, Included, Ready



# CITY OF PORT ALBERNI

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## PLANNING DEPARTMENT REPORT TO THE ADVISORY PLANNING COMMISSION

TO: Advisory Planning Commission

FROM: Brian McLoughlin, Planner II

DATE: October 5, 2022

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**SUBJECT: DEVELOPMENT APPLICATION – Proposed OCP and Zoning Bylaw Amendments  
2601 Burde Street, Port Alberni**  
BLOCK 24, DISTRICT LOT 139, ALBERNI DISTRICT, PLAN 1401A  
**Applicant(s):** S. Irg, T. Irg

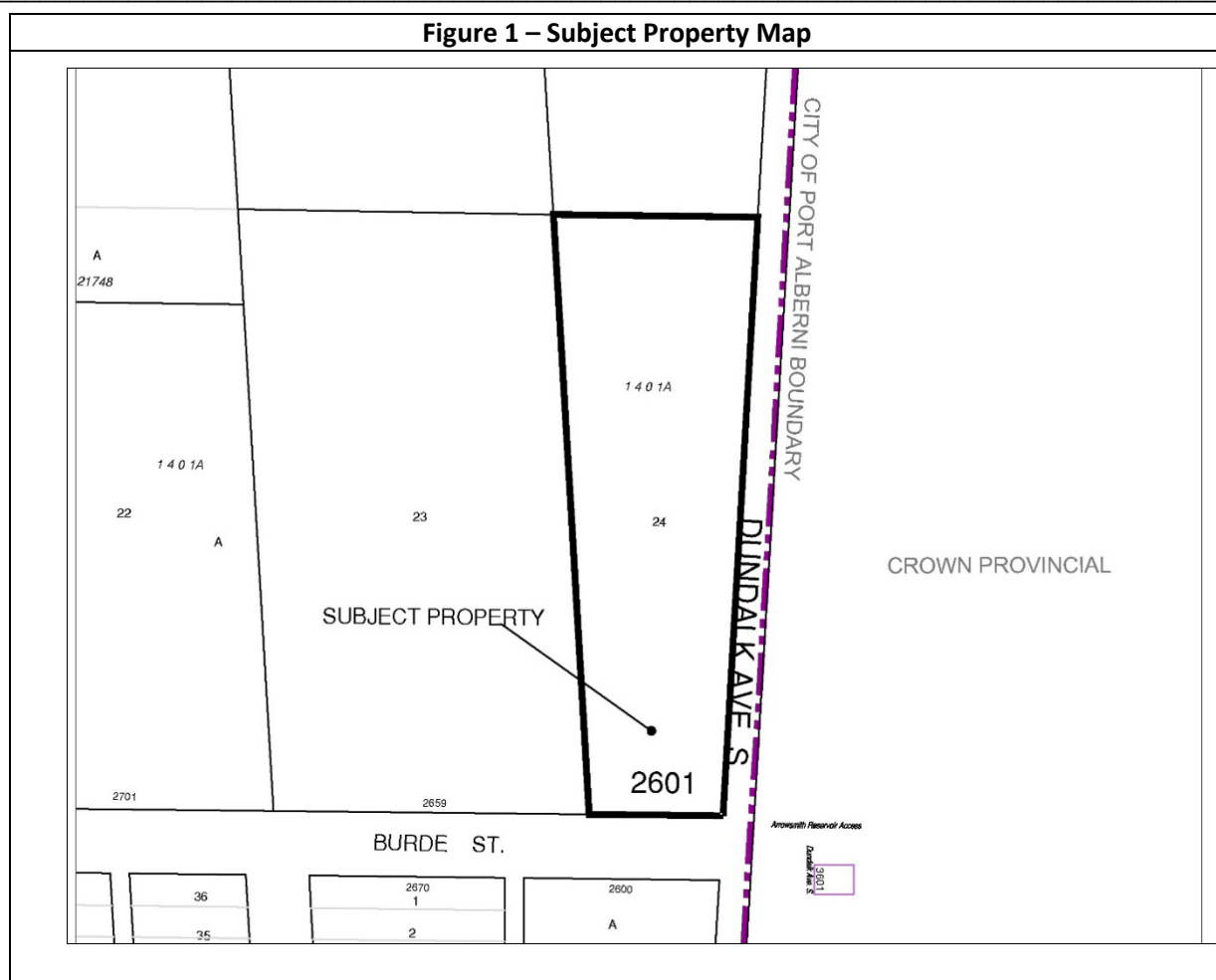
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### PURPOSE

The City has received a development application requesting combined amendments to the *Official Community Plan (OCP)* and *Zoning Bylaw, 2014 No. 4832*. The proposal would change the land use designation and zoning of the property to enable a subdivision and the creation of create five (5) low-density residential lots.

### SUBJECT PROPERTY AND SITE CONTEXT

<b>Location</b>	At the east end of Burde Street at the corner of Dundalk Avenue near the boundary of the City of Port Alberni and the Alberni Clayoquot Regional District. Neighbourhood named “Arrowsmith Heights” in OCP.
<b>Total Area</b>	Property total approx. 10,279 m <sup>2</sup> (2.54 acres)
<b>Current Land Use (OCP)</b>	Future Residential (FUR)
<b>Proposed Land Use (OCP)</b>	<i>Residential (RES)</i>
<b>Current Zoning</b>	FD Future Development
<b>Proposed Zoning</b>	RR2 Semi-Rural Residential
<b>Relevant Guidelines</b>	<ul style="list-style-type: none"><li>• <i>OCP Section C Plan Goals &amp; Land Use Designations – Table 3</i></li><li>• <i>OCP Section D Plan Policies – 4.0 Residential</i></li><li>• <i>OCP Section D Plan Policies – 4.2 Residential (RES)</i></li><li>• <i>OCP Section D Plan Policies – 9.2 Sanitary Sewer</i></li><li>• <i>Zoning Bylaw section 5.10 – RR2 Semi Rural Residential zone</i></li><li>• <i>Sewage System Regulation / BC Public Health Act</i></li></ul>



Zoning of the surrounding neighbourhood is mostly FD, RR1 and RR2, with a couple of R1 properties. Lots sizes are a mix of small urban-sized parcels, and large multi-acre tracts of land.

Table 1 – Surrounding Neighbourhood Land Use	
North	FD Future Development, ACRD boundary
South	FD Future Development, RR2 Semi-Rural Residential
East	ACRD boundary
West	FD Future Development, RR1 Rural Residential, RR2 Semi-Rural Residential

Official Community Plan and Land Use Designation

The following policy statements in the OCP are relevant to the development application, and must be considered with the request to change the land use designation.

1. OCP Section C Plan Goals & Land Use Designations – Table 3:



*Future Residential FUR Identifies areas that will accommodate future residential growth at a low density for up to 20 years. Lands with this designation will require as a condition of development, the preparation of a neighbourhood plan that identifies how development will occur in a planned and sustainable manner. This designation may include some non-residential land uses.*

2. OCP Section D Plan Policies – 9.2 Sanitary Sewer – Council Policy #3:

*Development of the Arrowsmith Heights area at an urban density will require construction of a sewer trunk as a precondition of development.*

Zoning Bylaw, 2014 No. 4832 – Section 5: Establishment of Zones

Below are descriptions from the Zoning Bylaw regarding the current and proposed zone of the subject property.

*5.8 FD Future Development Zone:*

*The purpose of this zone is to retain land required for future development in large parcels, to the extent possible, so that urban development may someday proceed in an orderly fashion. These zone provisions enable lands to be used for open space, parks, or forestry uses on an interim basis.*

*5.10 RR2 Semi-Rural Residential Zone:*

*The purpose of this zone is to provide for low density development of a semi-rural character.*

**PROPOSED DEVELOPMENT**

The applicants have requested to change the OCP land use designation from *Future Development (FUR)* to *Residential (RES)*. They have also requested to change the zoning of the property from *FD Future Development* to *RR2 Semi-Rural Residential*.

A site plan is attached showing how the properties would look following the proposed OCP and Zoning Bylaw amendments, and an approved subdivision. The applicant is proposing to rezone the property to RR2, and create five (5) lots each 0.5 acres in area. Minimum building setbacks are shown as a dashed line.

**Table 2 – Zone Requirements and Proposed Lot Dimensions**

<i>Site Regulations</i>	<i>FD Future Development</i>	<i>RR2 Semi Rural Residential</i>	<i>Current Lot dimensions</i>	<i>Minimum proposed lot dimensions</i>
<i>Minimum Lot Area</i>	40,000 m <sup>2</sup> (9.88 acres)	1,160 m <sup>2</sup> (0.28 acres)	10,300 m <sup>2</sup> (1.03 acres)	2,059 m <sup>2</sup>
<i>Minimum Frontage</i>	150 m	23 m	42.7 m	32.5 m

Infrastructure and Servicing

Infrastructure upgrades may be required to service the development. This may include utility upgrades and improvements to the property access. This will be confirmed by the Approving Officer and the Engineering Department during the subdivision process. The applicant will be responsible for the cost of all improvements.

Design, construction, and maintenance of on-site sanitary systems for single family residences is regulated by the Province of BC under the *Sewerage System Regulation*. Sanitary systems must:

- Be designed by an authorized wastewater practitioner.
- Have a design and maintenance plan filed with the Province
- Be maintained by the owner of the land who is responsible for ensuring maintenance and compliance with provincial regulations.

Staff Notes:

- Proposed Residential (RES) land use aligns with surrounding low density residential neighbourhood and the definition of Future Residential (FUR) in Section 4.0 Residential in the OCP.
- Proposed RR2 Semi-Rural Residential zone aligns with existing low density residential neighbourhood and permits secondary suites which provides some additional rental accommodation. According to CMHC October 2021 survey, the rental vacancy rate is under 2%.
- Staff recommend that a “neighbourhood plan” not be required as a condition of development as per *OCP Section C Goals & Land Use Designations – Table 3 and Section 4.4. (2)*. The proposal is for a 5-lot single family subdivision which aligns with the intent of the Future Residential (FUR) definition on page 35 of the OCP under Section 4.0 Residential. The intent id for future development to be low density and single family.
- The current OCP review will start a community conversation on the future land use of this neighbourhood area.
- Staff consider five (5) 0.5 acre lots with *RR2 Semi-Rural Residential* zoning as low density and not an “urban density” that would require construction of a sewer trunk main for connected service as per *OCP policy 9.2 Sanitary Sewer Council Policy (3)*.
- Staff recommend that a restrictive covenant (s.219 Land Title Act) be placed on property title as a condition of development. The covenant would require the properties be connected to municipal sanitary sewer service upon future construction of the sewer trunk extension which supports the intent of Section 9.2 Sanitary Sewer Council Policy (3).
- Increased traffic would be limited to two dwellings per parcel since the RR2 zone allows a single detached house with a secondary suite.
- Development Permit would not be required as single-family properties are not included on *Schedule B Development Permit Areas Map* in the OCP.
- Section 475 of the Local Government Act (LGA) requires that an additional opportunity for input be provided to those whose interests may be affected. This will be conducted before the application is brought forward to City Council for consideration.
- The OCP amendment requires a Public Hearing to be held.

REFFERALS

Agency/department	Comments
CPA Parks and Recreation Department	This area is underserved with regards to functional parks (it’s surrounded by natural space for quiet enjoyment, walking, hiking, dog walking, etc. but the only child’s play space is Griffin Park, which is extremely small). At the time of subdivision, Parks is requesting consideration on whether 5% for parkland dedication or cash in lieu best fits the existing and future neighbourhood needs.

Agency/department	Comments
CPA Engineering Department	Engineering is requesting a 219 covenant to address section 9.2 Sanitary sewer Council Policy 3 for future sewer trunk extension. A fuller review will be done with the subdivision application and any requirements itemized in the PLR by the Approving Officer.
Fire Department	Ensure that there is adequate turning radius and appropriate turnaround at the end of the street.
RCMP	No comments received as per the date of this report.
Canada Post (Regional)	No concerns
Fortis	FortisBC has no gas lines in the area and therefore has no concerns.
Min. Transportations and Infrastructure	No comments as per the time of the report.

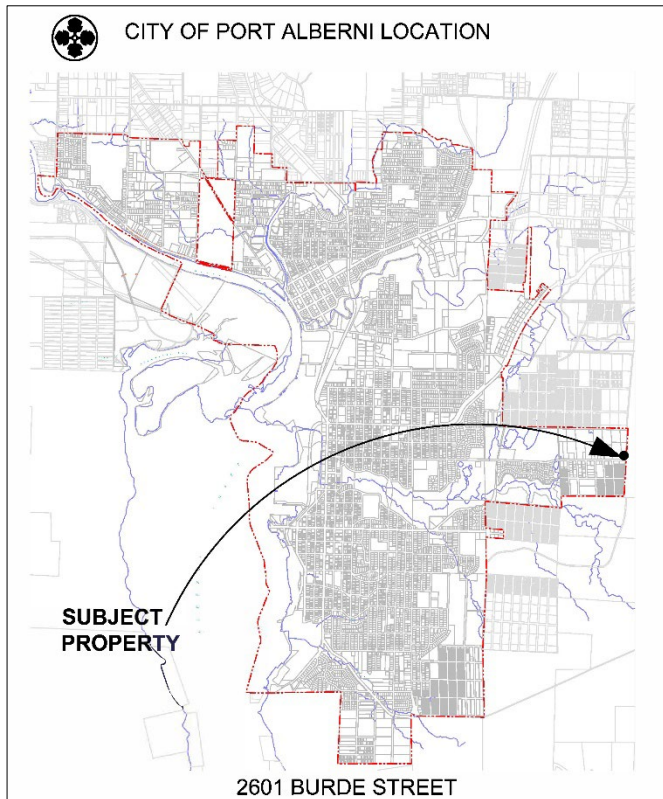
#### OPTIONS

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.

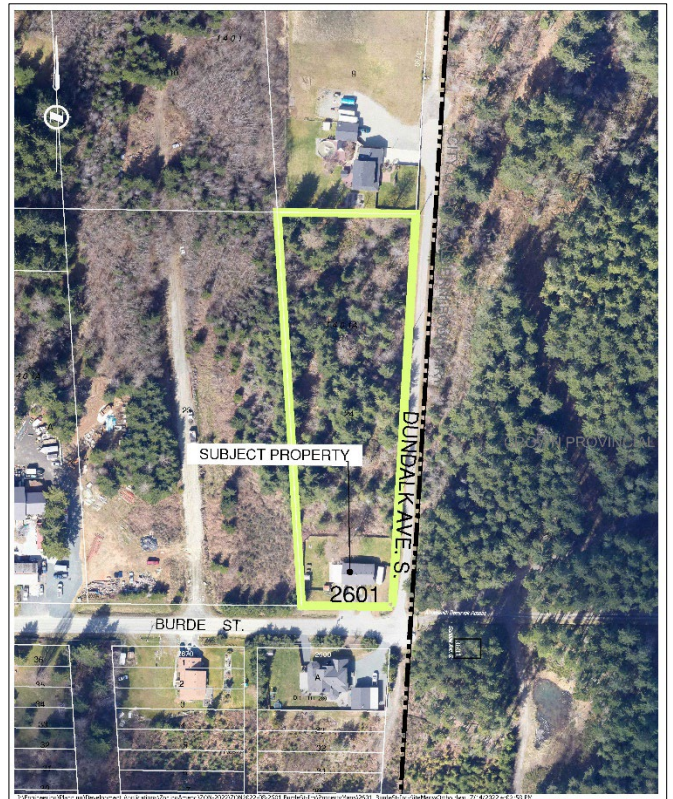
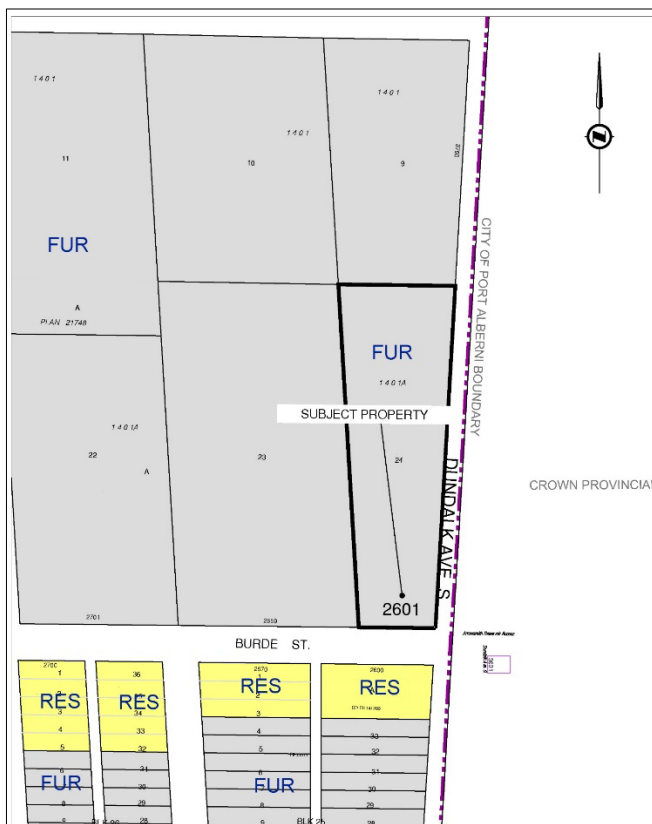
#### ATTACHMENTS

- Subject Property Map – 2601 Burde Street
- Current OCP Land Use Map
- Current Zoning Map
- Proposed Site Plan
- Proposed Zone Description – Zoning Bylaw No. 4832

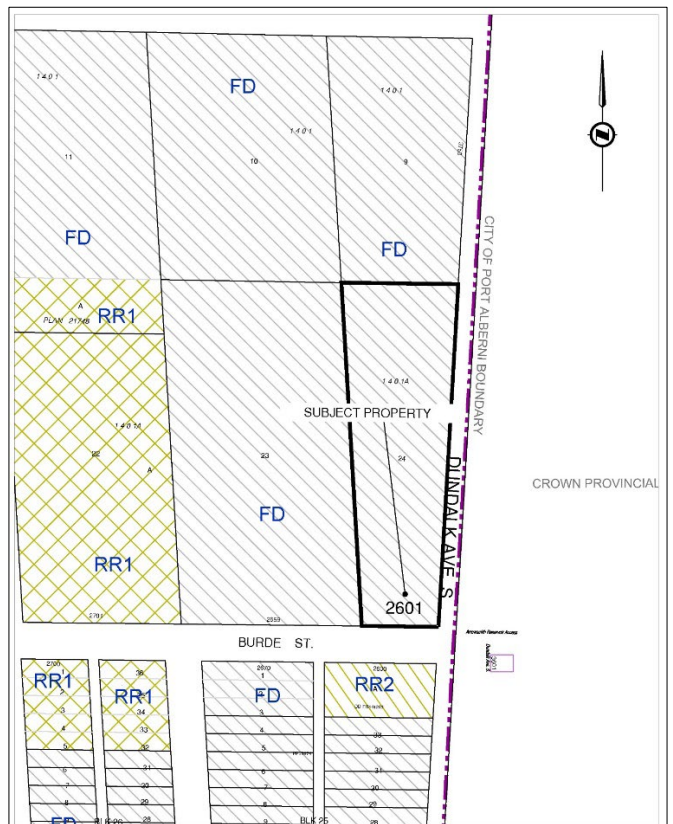
## SUBJECT PROPERTY MAPS – 2601 BURDE STREET



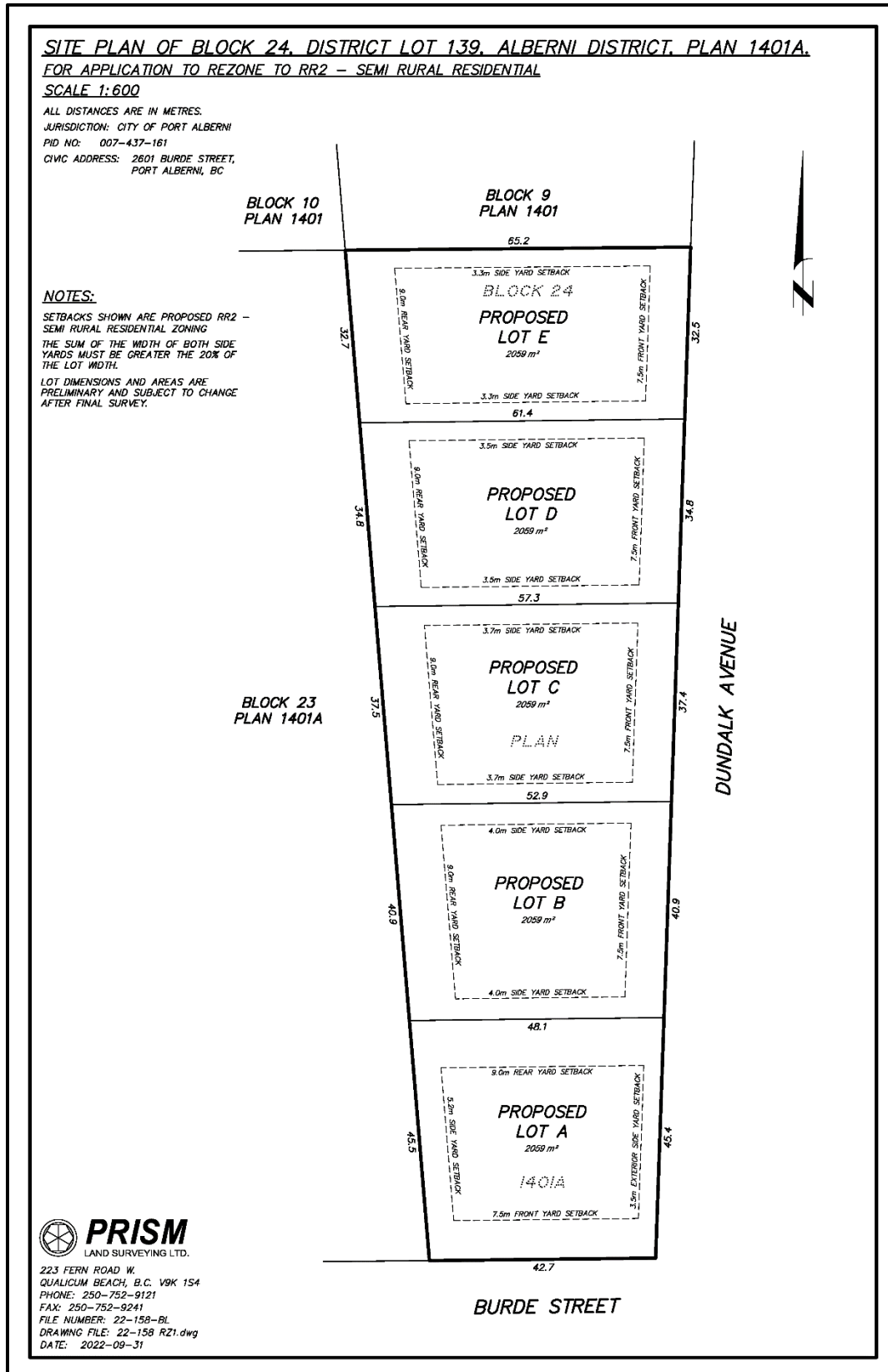
CURRENT OCP LAND USE MAP



CURRENT ZONING BYLAW MAP



PROPOSED SITE PLAN – 2601 BURDE STREET



## PROPOSED ZONE DESCRIPTION – ZONING BYLAW NO. 4832

Bylaw 4832

### ***RR2 – SEMI RURAL RESIDENTIAL***

5.10 The purpose of this *zone* is to provide for low density development of a semi-rural character.

#### 5.10.1 Permitted uses

##### Principal Uses

Single *family dwelling*

##### Accessory Uses

*Bed and breakfast*

*Home occupation*

*Secondary Suite*

*Supportive housing*

#### 5.10.2 Site Development Regulations

Minimum <i>Lot Area</i>	1160 m <sup>2</sup>	(12,487 ft <sup>2</sup> )
Minimum <i>Frontage</i>	23 m	(75.5 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>	1.5 m	(4.9 ft)
Maximum <i>Floor Area Ratio</i>	0.4	
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	

#### 5.10.3 Conditions of Use

- (a) Notwithstanding the provisions of 5.10.2:
  - (i) The sum of the width of both *side yards* must be equal to or greater than 20% of the *lot width*.
  - (ii) On a *corner lot*, the *side yard* by the flanking *street* must be not less than 3.5 metres (11.5 ft) wide.
  - (iii) For single *family dwellings* having no carport or attached garage and with no access to the rear or the side of the *lot* from a *street* or *lane*, the minimum *side yard* requirement shall be increased to 3 m (9.8 ft) for one *side yard*.
- (b) For *supportive housing*, the maximum number of persons in care shall not exceed four (4).
- (c) Only one of the three (3) following *accessory uses* is permitted on any *lot*: *bed and breakfast* OR *secondary suite* OR *supportive housing*.





# CITY OF PORT ALBERNI

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## PLANNING DEPARTMENT REPORT TO THE ADVISORY PLANNING COMMISSION

TO: Advisory Planning Commission

FROM: Brian McLoughlin, Planner II

DATE: October 5, 2022

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**SUBJECT: DEVELOPMENT APPLICATION – Proposed Zoning Bylaw Amendment  
3911 & 3909 Cedar Street, Port Alberni**  
Lot S (DD EX32142) District Lot 112, Alberni District, Plan 43267 PID: 026-235-731  
Lot 17, District Lot 112, Alberni District, Plan 43267 PID: 004-985-419  
**Applicant(s):** Dion Hopkins dba. 1077823 BC Ltd.

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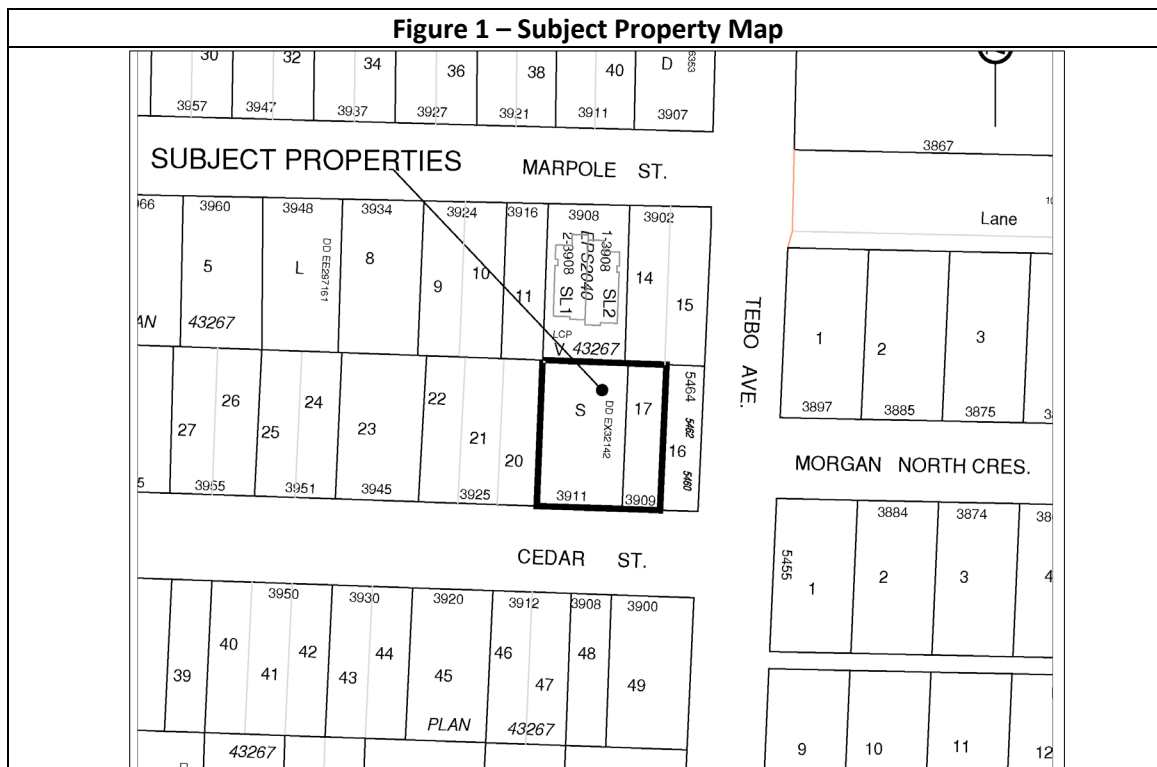
### PURPOSE

The City has received an application to rezone the properties at 3911 and 3909 Cedar Street from R1 to R3. This would enable a subdivision application (lot line adjustment) with the aim of building a new single detached dwelling at 3909 Cedar Street. The application requires a map amendment to *Zoning Bylaw, 2014 No. 4832*.

### SUBJECT PROPERTY AND SITE CONTEXT

<b>Location</b>	At the east end of Cedar St. approximately 12 metres west of the intersection with Tebo Avenue.
<b>Current Zoning</b>	R1 Single Family Residential
<b>Proposed Zoning</b>	R3 Small Lot Single Family Residential
<b>Total Area</b>	Both properties total approx. 1,108 m <sup>2</sup> (0.28 acres)
<b>Official Community Plan (OCP)</b>	<ul style="list-style-type: none"><li>• <i>Schedule A - Land Use Map: Residential (RES)</i></li><li>• <i>Schedule B Development Permit Areas Map: N/A</i></li></ul>
<b>Relevant Guidelines</b>	<ul style="list-style-type: none"><li>• <i>Section D Plan Policies – 4.0 Residential</i></li><li>• <i>Section D Plan Policies – 4.2 Residential (RES)</i></li></ul>

The property at 3909 Cedar Street is currently vacant and the property 3911 Cedar Street is occupied by a single detached dwelling and accessory building. Both properties have frontage onto Cedar Street. The site is located approximately 680 metres north of Johnston Street (Hwy 4) in a neighbourhood characterized by mid-century single-family homes.



Zoning of the surrounding neighbourhood is R1 with R2 properties to the east. A few R3 properties exist to the west and southwest on Cedar Street and Compton Road. John Hewitt Elementary School is located one block away, with the Kitsuksis Creek parklands and Cherry Creek Trail approximately 300 metres north.

Table 1 – Surrounding Neighbourhood Land Use	
North	R1 Single Family Residential, R2 One and Two Family Residential, P1 Institutional (John Howitt Elementary School), P2 Parks and Recreation (Kitsuksis Creek).
South	R1 Single Family Residential, P2 Park and Recreation (Seredick Park)
East	R1 Single Family Residential, R2 One and Two Family Residential.
West	R1 Single Family Residential, R2 One and Two Family Residential. R3 Small Lot Single Family

## PROPOSED DEVELOPMENT

### Zoning and Land Use

The applicant is proposing to rezone the properties from *R1 Single Family Residential* to *R3 Small Lot Single Family Residential*. Both are single family zones, though the R3 has a lower minimum lot size, shorter minimum frontage, reduced front and rear yard setbacks, and higher maximum lot coverage. Unlike the R1 zone, the R3 zone does not permit secondary suites.

### Site Layout

A proposed site plan is attached to this report which indicates the existing buildings, current property lines and the proposed lot line adjustment (dashed line).



The subdivision application for a lot line adjustment has been received. The application is to create a new Lot A (3909 Cedar Street) with a frontage lot line of 11.59 metres. The existing Lot S (3911 Cedar Street) lot frontage will be reduced from its existing width to provide land to the newly created Lot A, resulting in a 19.04 meter frontage lot line. Both Lot widths meet the R3 minimum front lot line requirement of 10 metres as illustrated in Table 2 below.

<b>Table 2 – Proposed Lot Dimensions and R3 Site Development Regulations</b>				
<i>Site Regulations</i>	<i>R1 Single Family Residential</i>	<i>R3 Small Lot single Family Residential</i>	<i>Lot S</i>	<i>Newly Created Lot A (former Lot 17)</i>
<i>Minimum Lot Area</i>	600 m <sup>2</sup>	350 m <sup>2</sup>	691.0 m <sup>2</sup>	419.8 m <sup>2</sup>
<i>Minimum Frontage</i>	15 m	10 m	19.04 m	11.59 m

#### Infrastructure and Servicing

Infrastructure upgrades may be required to service the proposed development. This may include utility upgrades and improvements to the property access. This will be confirmed by the Approving Officer and the Engineering Department during the subdivision process. The applicant will be responsible for the cost of all improvements.

#### Staff Notes:

- Proposed rezoning aligns with Residential (RES) designation on *Schedule A - Land Use Map* in the OCP. As such Staff would recommend waiving the public hearing as per the *Local Government Act*
- Currently, 3909 Cedar Street does not meet the minimum 10 metre frontage of the R3 zone. A subdivision application for a lot line adjustment to increase the frontage will be required.
- Following rezoning and subdivision both lots would meet the dimension requirements of the R3 zone.
- Increased traffic will be limited to one additional household as R3 zone does not permit secondary suites.
- Development Permit will not be required as single-family properties are not included on *Schedule B Development Permit Areas Map* in the OCP.
- *Local Government Act* section 464(2) allows Council to waive the Public Hearing for amendments that are consistent with the OCP.
- Staff do not anticipate any significant impact on the surrounding neighbourhood from this development application.
- BC Ministry of Transportation and Infrastructure will be required to sign-off on the bylaw amendment since the subject property is located within 800m of a provincial highway. Approvals must be provided before final adoption of the bylaw can be considered. To date, MOTI has provided no objection to the application.

#### REFFERALS

<b>Agency/department</b>	<b>Comments</b>
CPA Engineering Department	Will be required for PLR

Agency/department	Comments
Min. Transportations and Infrastructure	Will require signoff for adoption
CPA Parks and Recreation Department and Parks Operations.	Interests unaffected.
Fire Department	No issues from a fire department standpoint.
RCMP	The Port Alberni RCMP Detachment has no objection to the proposed amendment or expectation that it would create a public safety or emergency services issue.
Fortis	No conflicts with Gas.
BC Hydro	Interests unaffected.
Island Health (VIHA)	Given that these properties are connected to City of Port Alberni Water and Sewer, we have no concerns with the proposal. Our office will review all proposed subdivision applications received through the referral process from the Ministry of Transportation and Infrastructure to ensure they meet the intent of Island Health's Subdivision Standards.

## 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

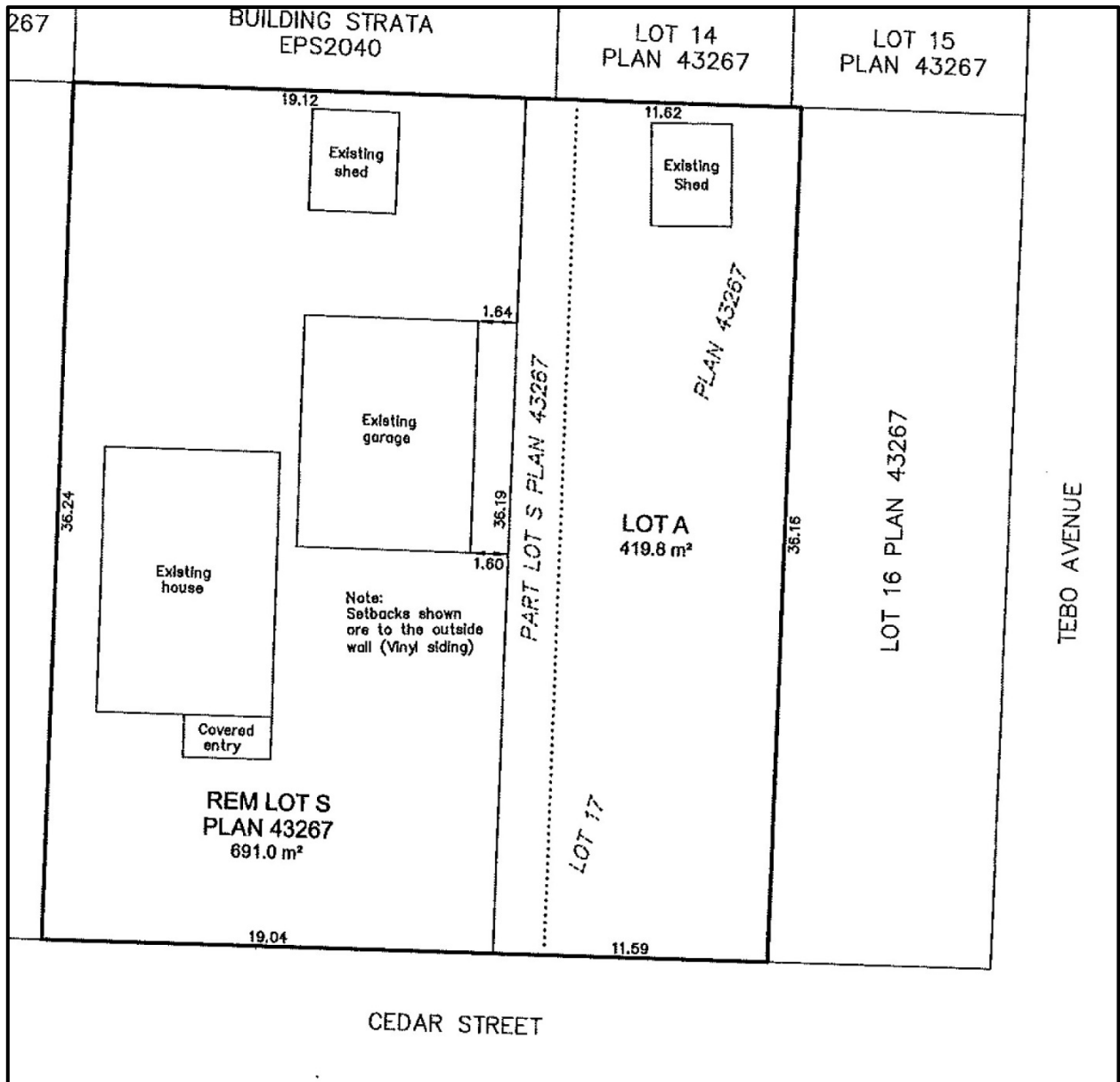
- Subject Property Map – 3911 & 3909 Cedar Street
- OCP Land Use Designation
- Current Zoning Bylaw Classification
- Proposed Site Plan
- Proposed Zone Description – Zoning Bylaw No. 4832



The map shows a residential area with several streets: Marpole St. (top), Cedar St. (middle), Compton Rd. (bottom), and Tebo Ave. (right). A north arrow is located in the top right corner. The map displays various lot numbers and street names. A specific property is highlighted with a black box, located at the intersection of Cedar St. and Tebo Ave. The highlighted property is labeled 'S' and has a lot number of 17. The map also shows various lot numbers and street names like Marpole St., Cedar St., Compton Rd., and Tebo Ave. A north arrow is present in the top right corner. The highlighted property is located at the intersection of Cedar St. and Tebo Ave.

The map displays a grid of streets and lots. Major streets shown include Marpole St., Cedar St., Compton Rd., and Tibro Ave. Lot numbers are indicated within the grid cells. Specific lots are highlighted in yellow and labeled with 'R' and numbers: R2 at 3917, R1 at 3911, and R1 at 3903. A black box highlights a lot at 3911, and a black dot is placed on a lot at 3911. A north arrow is located in the top right corner. The map is labeled 'SUBJECT PROPERTIES' and 'MARPOLE ST.'

PROPOSED SITE PLAN – 3911 & 3909 CEDAR STREET



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PROPOSED ZONE DESCRIPTION – ZONING BYLAW NO. 4832

Bylaw 4832

***R3 – SMALL LOT SINGLE FAMILY RESIDENTIAL***

5.13 The purpose of this *zone* is to provide for greater density in areas of the city that are being redeveloped and where small *lots* already exist.

5.13.1 Permitted uses

Principal Uses

Single *family dwelling*

Accessory Uses

Home *occupation*

5.13.2 Site Development Regulations

Minimum <i>Lot Area</i>	350 m <sup>2</sup>	(3767 ft <sup>2</sup> )
Minimum <i>Frontage</i>	10 m	(32.8 ft)
Maximum <i>Coverage</i>	50%	
Minimum <i>Setbacks</i> :		
<i>Front yard</i>	5 m	(16.4 ft)
<i>Rear yard</i>	5.5 m	(18.0 ft)
<i>Side yard</i>	1.5 m	(4.9 ft)
Maximum <i>Floor Area Ratio</i>	0.5	
Maximum Height, <i>Principal Building</i>	10 m	(32.8 ft)
Maximum Number of <i>Principal Building Storeys</i>	2.5	

5.13.3 Conditions of Use

Notwithstanding the provisions of 5.13.2,

- (a) On a *corner lot*, the *side yard* by the flanking *street* must be not less than 3.0 metres (9.8 ft) wide.
- (b) For single *family* dwellings having no carport or attached garage and with no access to the rear or the side of the *lot* from a *street* or *lane*, the minimum *side yard* requirement shall be increased to 3 m (9.8 ft) for one *side yard*.
- (c) The minimum permitted *setback* from the vehicle entrance of a principal or *accessory building* to a highway other than a *lane* is 5.8 m (19 ft).