



File # 11.60.00

To: Port Alberni Advisory Planning Commission

Wes Hewitt – Chair	Chief Councillor Cynthia Dick (Tseshah First Nation)
Seva Dhaliwal – Vice Chair	Larry Ransom - (SD #70 Liaison)
Hedley Crowther	S. Sgt. D.N. Dave Paddock - (R.C.M.P. Liaison)
John Douglas	Councillor Chris Alemany (Council Liaison)
Amy Anaka	Rick Newberry (P.A.F.D. Liaison)
Jim Tatoosh (Hupacasath First Nation)	Rob Gaudreault (Parks Liaison)
Ken McRae	

From: Scott Smith, Director of Development Services

Copy: Councillor Ron Paulson - (Alternate - Council Liaison)
John Bennie - (Alternate - School District #70)
Sgt. Dave Boyce – (Alternate – R.C.M.P. Liaison)
Steven Tatoosh (Alternate – Hupacasath First Nation)
Cara Foden - Development Services Technician
Digital Copy - Davina Hartwell - City Clerk
Digital Copy - Tanis Feltrin / Lisa Krause / Pamela Bouvier - Clerks Department

Date: August 10, 2017

Re: Advisory Planning Commission Meeting
Thursday, August 17, 2017 at 12:00 pm in the Committee Room at City Hall

A meeting of the Advisory Planning Commission has been scheduled for **Thursday, August 17, 2017 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 June 15, 2017 meeting of the Advisory Planning Commission.**
- 2. DEVELOPMENT APPLICATION – Zoning Bylaw**
4850 Regina Avenue
Lots 10-12, Block 1, District Lot 13, Alberni District, Plan VIP4455
(PID's: 006-084-028, 006-083-951, 006-084-044)
Applicant: G. Knutson
- 3. Update – Director of Development Services - Status of current projects.**
- 4. Other business.**
- 5. Adjournment.** The next regular meeting will be held on **September 21, 2017**.



**Summary Report / Minutes of the Advisory Planning Commission Meeting
(Held on June 15, 2017,
in the Committee Room at City Hall, at 12:00 p.m.)**

Advisory Planning Commission

Wes Hewitt – Chair
Seva Dhaliwal – Vice-Chair
Hedley Crowther
John Douglas
Ken McCrae
Steve Tatoosh (Alternate Hupacasath First Nation)
Pam Craig (Alternate S.D.70)
Rob Gaudreault (Parks Operations Liaison)
Rick Newberry Thoen (P.A.F.D. Liaison)

Staff

Scott Smith, Director of Development Services
Cara Foden, Planning Technician

Guests

Members of the Public – 0

Alternates (not in attendance)

Sgt. Dave Boyce (Alternate–R.C.M.P.)
Councillor Ron Paulson (Alternate–Council)

Regrets

Cynthia Dick (C.C. Tseshah First Nation)
Jim Tatoosh (Hupacasath First Nation)
Larry Ransom - (SD #70 Liaison)
Councillor Chris Alemany (Council Liaison)
Amy Anaka
S. Sgt. Dave Paddock (R.C.M.P. Liaison)



1. Adoption of April 20, 2017 Minutes

- Rob Gaudreault, City Parks Operations Supervisor, was welcomed to the Planning Commission replacing Jacob Colyn who recently retired.
- The minutes of the April 20, 2017 meeting of the Advisory Planning Commission were adopted.

(Douglas / Crowther) CARRIED

2. DEVELOPMENT APPLICATION – Zoning Bylaw

3790 Meares Drive

Lot B, District Lot 45&46, Alberni District, Plan VIP80239 (PID: 026-542-315)

Applicant: D. Blue for M. Suarez

- The Director of Development Services (D.D.S.) summarized his report to the APC dated June 8, 2017.
- The APC discussed the application as follows:
 - Traffic safety on Galliano and egress of proposed lots. Winter brining and snow clearing were noted as a City priority for the hill.
 - An existing retaining wall was noted as being Engineered. New lots will be required to obtain an Engineers approval and Covenants on Title will be required prior to subdivision approval to ensure the proposed lots can be developed.
 - It was noted that the existing subdivision contains a mix of small and large homes and lots. Several immediate neighbours have approached the city to ask about the development that is being proposed.

MOTIONS:

1. *That the 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 B, District Lot 45&46, Alberni District, Plan VIP80239 (PID: 026-542-315) located at 3790 Meares Drive from R1 - Single Family Residential to R3 – Small Lot Single Family Residential.*
2. *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.*

(Crowther / Dhaliwal) CARRIED

3. Update - City Planner - Status of current projects.

Adopted or Approved Permits and Bylaws:

- Development Permit 17-01 (3690 Johnston Rd-PetroMaxx)
- Development Permit 17-02 (4065 McBride St.-Banting)
- "Zoning Bylaw Amendment No. 22 (3994 Anderson Avenue – Minions), Bylaw No. 4936"
- "Zoning Amendment No. 18 (4080 McBride Street – Lindsay), Bylaw No. 4925"

Received 3rd Reading:

- "Zoning Bylaw Amendment No. 23 (4465 and 4453 9th Avenue – Poirier), Bylaw No. 4937"
- "Zoning Amendment No. 21(2881 and 2911 Burde Street - McLellan and Ryles), Bylaw No. 4935"

Subdivision Approval:

- 4905 Cherry Ck Rd - Evans

4. Other business – The regular meeting scheduled for July 20, 2017 will be cancelled.

5. Adjournment – The meeting adjourned at 12:45 p.m. The next regularly scheduled meeting will be held on **August 17, 2017 at 12:00 pm in the Committee Room at City Hall.**

(Douglas / Dhaliwal) CARRIED

Davina Hartwell - City Clerk



Wes Hewitt - Chair



CITY OF PORT ALBERNI

PLANNING DEPARTMENT REPORT TO THE ADVISORY PLANNING COMMISSION

TO: Advisory Planning Commission
FROM: Scott Smith, Director of Development Services
DATE: August 10, 2017

SUBJECT: DEVELOPMENT APPLICATION – Proposed Zoning Bylaw Amendment
4850 Regina Avenue
Lots 10-12, Block 1, District Lot 13, Alberni District, Plan VIP4455
(PID's: 006-084-028, 006-083-951, 006-084-044)
Applicant: G. Knutson

Issue

To consider an application for a map amendment to the Zoning Bylaw Schedule A (Zoning Map) for the subject property at 4850 Regina Avenue.

Background

An application has been made to amend the Zoning Bylaw to rezone 4850 Regina Avenue from 'P1 – Institutional' to 'R2 – One and Two Family Residential' in order to facilitate

The property is located on the southwest corner of the intersection of Regina Avenue and Rex Road. There are three legal parcels that make up the corner site which is occupied by the building once used as a church. The applicant proposes to renovate the existing structure on lots 10 and 11 and live in it. The majority of the parking lot is located on Lot 12 and under the proposed zoning a single family house or duplex could be constructed.

Official Community Plan and Zoning Bylaw

- a) The Official Community Plan designation on **4850 Regina Avenue, Lots 10-12, Block 1, District Lot 13, Alberni District, Plan VIP4455 (PID's: 006-084-028, 006-083-951, 006-084-044)**, is currently Residential on the Official Community Plan Schedule A – Land Use Map therefore no amendment is required. The site is not included in a Development Permit Area. No amendment to the Official Community Plan Schedule B – Development Permit Area Map is required.

- b) The property at **4850 Regina Avenue, Lots 10-12, Block 1, District Lot 13, Alberni District, Plan VIP4455 (PID's: 006-084-028, 006-083-951, 006-084-044)**, is currently zoned 'P1 – Institutional' on the Zoning Bylaw Schedule - A Zoning Map. A map amendment to the Zoning Bylaw Schedule A - Zoning Map is required to designate the property as '**R2 – One and Two Family Residential**'.

Discussion

Zoning:

The applicant has indicated that the existing building will be repurposed to a single family dwelling. The siting of the existing building on Lots 10 and 11, as supplied by the applicant, is not survey accurate. Based on the applicant's measurements the existing building will not meet the Front or Rear Yard Setbacks of the proposed R2 zone. A Development Variance will likely be required. Lots 10 and 11 will be required to be consolidated and a site survey will be required to determine exact measurements for a potential variance application. The site survey will be required prior to a public hearing being scheduled.

Lot 12 has ± 20.1 metres (66 ft.) of frontage along Rex Road and is ± 45.7 metres (150 ft.) deep, for a site area of $\pm 920 \text{ m}^2$ (9,900 ft²). A consolidation of Lots 10 and 11 would result in a parcel having frontage along Regina Avenue of ± 49.8 metres (163.4 ft.) and a frontage along Rex Road of ± 50.6 metres (166 ft.) for a site area of $\pm 1,860 \text{ m}^2$ (20,025 ft²).

The R2 zone has a minimum frontage requirement of 15 metres (49.2 ft.) for single family dwellings. The minimum lot area requirement is 500 m^2 (5,382 ft²). The maximum site coverage in the R2 zone is 40%. If Lots 10 and 11 are consolidated and Lot 12 is left to stand alone, they will all exceed the frontage and lot size requirements of the R2 zone.

For a lot having an area of $\pm 2780.5 \text{ m}^2$ the maximum lot coverage would be 1,112.2 m² ($\pm 11,972 \text{ ft}^2$). The applicant has indicated that the existing building will be renovated as a single family dwelling. The current building (according to the applicants sketch) shows measurements as follows:

Surrounding Area

The area is predominately single family residential with a mix of lot sizes. The Johnston Road / Hwy 4 corridor to the south, between Ian Avenue and Tebo Avenue is primarily residential with the exception of the commercial uses located at the intersection of Tebo Avenue and Johnston Road. Several small lot rezoning applications have been approved in the neighbourhood in recent years.

Infrastructure

The City water, sanitary and storm service connections for the existing buildings are located as per the service card (see attached).

Water: There is a water main along Rex Road that currently services the existing buildings.

Storm: A storm main located along Regina Avenue currently services the existing buildings.

Sewer: The location of the current sewer connection is unknown and will have to be determined. A sewer main located in the alleyway is connected to a main running along the Regina Avenue frontage.

There are overhead private utilities located along Rex Road. BC Hydro may require an existing pole, located at the corner of Rex Road and Regina Avenue, to be relocated as part of a development application at 4849 Regina Avenue. It is recommended that BC Hydro approval be obtained prior to final adoption of a zoning amendment.

Referral Comments

Comments from the Ministry of Transportation have not been received as the date of this report. Ministry comments will be required prior to the public hearing.

The City Building Inspector noted that there may be a concern regarding an informally used access point onto an adjacent property at 4136 Rex Rd. however there is no formal easement registered on any of the Land Titles and the property has legal access from the frontage on Rex Rd. and also from the rear laneway. As the building was purpose built as a church, a building permit will be required prior to receiving residential occupancy.

BC Hydro comments: BC Hydro has a power line along Rex Rd. and is installing a secondary pole on the east side of Regina Ave. to service a subdivision at 4849 Regina Ave. That pole can also service the lot at 4850 Regina Ave. if necessary or in case of future subdivision.

Port Alberni Fire Department: No concerns about the application at this time.

RCMP have commented that they do not have any policing concerns with this proposal.

Port Alberni Parks Operations – Boulevard trees must not be removed. If removal is required the applicant must obtain approval from Parks Operations Supervisor.

Conclusions

In considering the Zoning amendment, the Advisory Planning Commission and City Council should consider whether the proposed amendment is appropriate for the site and for the community.

The 'R2 – One and Two Family Residential' zone would allow for the conversion of the former church on lots 10 and 11 to a single family residential dwelling with a required building permit and lot 12 could have a new single family house or duplex constructed. The Official Community Plan is supportive of encouraging development within existing developed areas through infill and redevelopment. The proposed zoning is compatible with the neighbourhood and the Development Services Department supports the zoning amendment to the R2 zone.

Recommendations

1. *That the 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 Lots 10-12, Block 1, District Lot 13, Alberni District, Plan VIP4455 (PID's: 006-084-028, 006-083-951, 006-084-044), located at **4850 Regina Avenue**; from 'P1 – Institutional' to '**R2 – One and Two Family Residential**'.*

2. *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 a Public Hearing is scheduled:*
 - a. *A Site Survey locating all existing structures on Lots 10 and 11.*
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. *Consolidate Lots 10 and 11 into one legal parcel.*
 - b. *Application for a Building Permit to convert the former church building to a residential dwelling.*

Respectfully submitted,

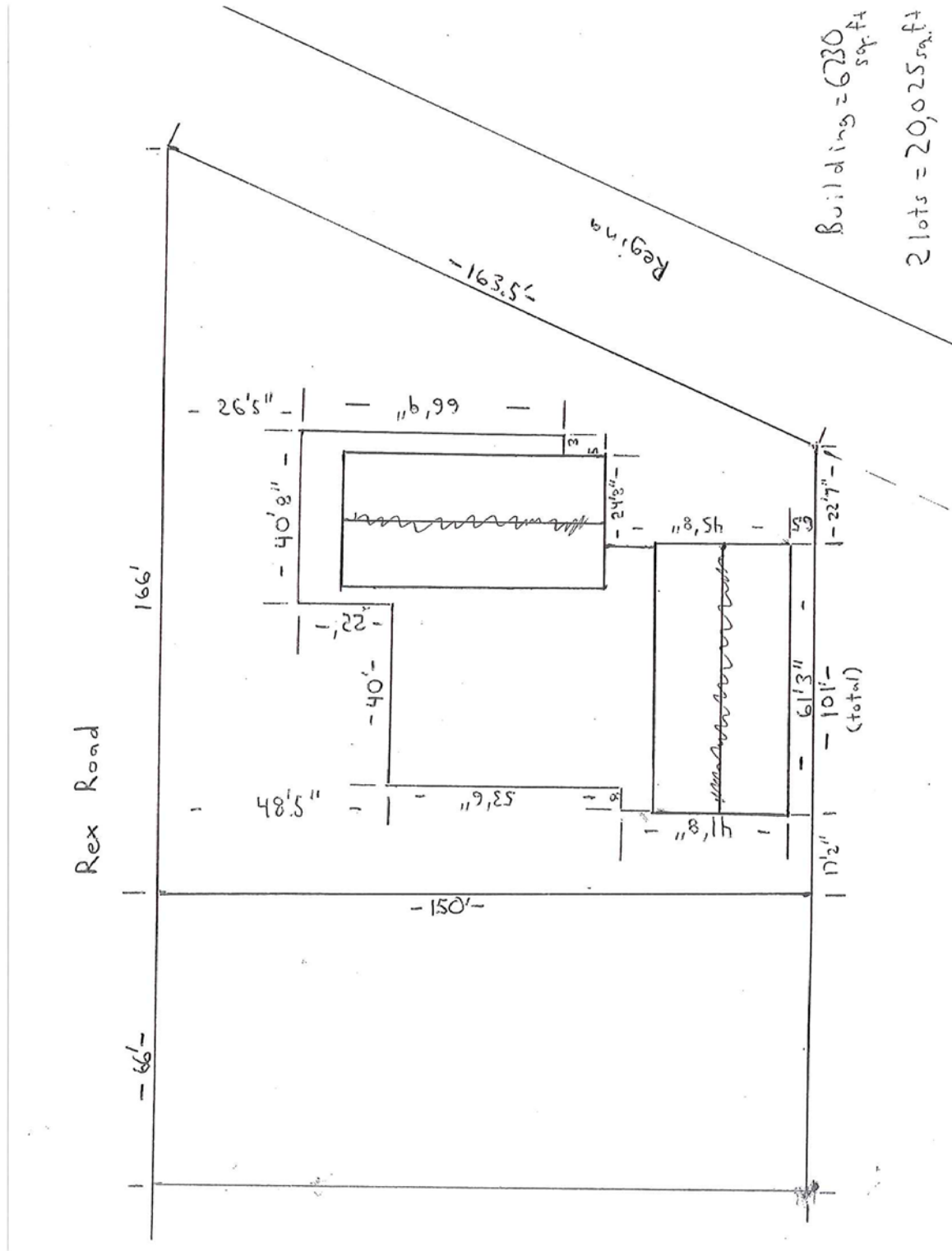


Scott Smith, MCIP
Director of Development Services

SUBJECT PROPERTY



LAYOUT OF EXISTING BUILDINGS AS SUBMITTED BY APPLICANT



Bylaw 4832

R2 – ONE AND TWO FAMILY RESIDENTIAL

5.12 The purpose of this *zone* is to establish and maintain quiet, low density neighbourhoods featuring single *family* and two *family* dwellings.

5.12.1 Permitted usesPrincipal UsesSingle *family* dwellingTwo *family* dwellingAccessory Uses*Bed and breakfast**Home occupation**Secondary suite**Supportive housing*5.12.2 Site Development RegulationsMinimum *Lot Area*Single *family* dwelling 500 m² (5,382 ft²)Single *family* dwelling with *secondary suite* 600 m² (6,458 ft²)Two *family* dwelling 700 m² (7,535 ft²)Minimum *Frontage*Single *family* dwelling 15 m (49.2 ft)Single *family* dwelling with *secondary suite* 15 m (49.2 ft)Two *family* dwelling 20 m (65.6 ft)Maximum *Coverage*

40%

Minimum *Setbacks*:*Front yard* 7.5 m (24.6 ft)*Rear yard* 9 m (29.5 ft)*Side yard* 1.5 m (4.9 ft)Maximum *Floor Area Ratio*

0.5

Maximum Height, *Principal Building*

10 m (32.8 ft)

Maximum Number of *Principal Building Storeys*

2.5

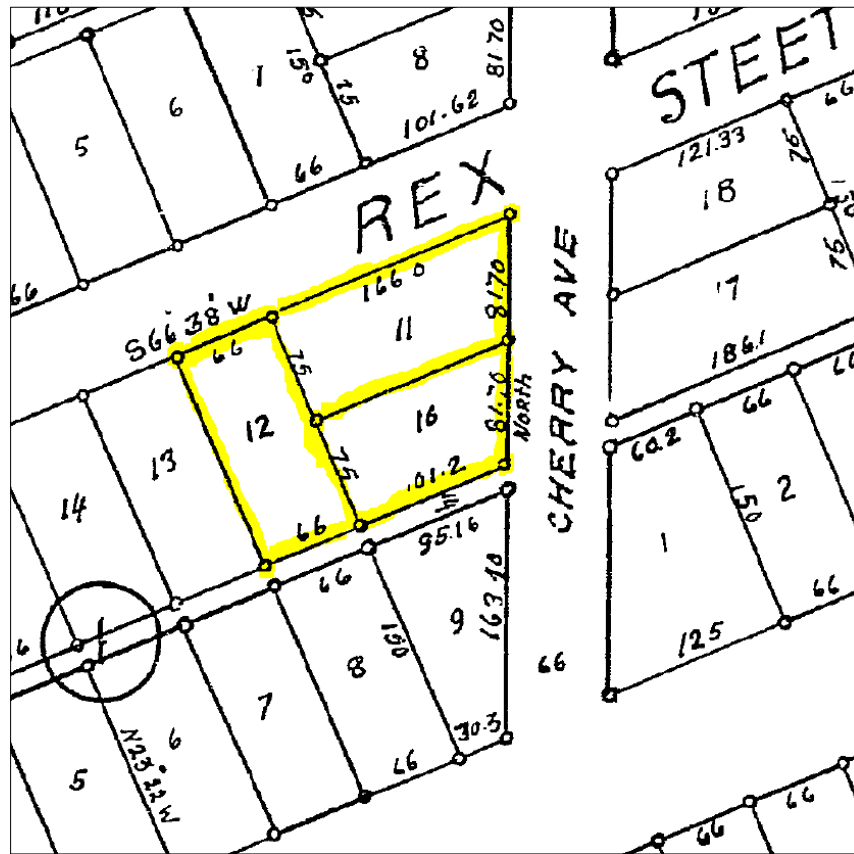
Maximum number of residential units per *lot*

2

5.12.3 Conditions of Use

(a) Notwithstanding the provisions of 5.12.2:

(i) On a *corner lot*, the *side yard* by the flanking *street* must be not less than 3.5 metres (11.5 ft) wide.(ii) 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*.(d) Notwithstanding any other provisions of this bylaw, *secondary suites* are not permitted in a duplex.(e) Notwithstanding Section 5.12.1, on *lots* less than 500 m² in area that exist prior to the adoption of this Bylaw, single *family dwelling* is the only permitted *use*.

4850 Regina Avenue (formerly Cherry Ave.) - Lots 10-12, Blk 1, DL 13, ALD, Plan VIP4455**WATER & SEWER SERVICE CONNECTION RECORD CARD**

NOTE: Distances in meters unless otherwise shown

HOUSE No.	STREET	D.L.	BLK.	LOT	PLAN
4850	REGINA AVE.	13	1	10-12	4455

STORM			WATER		SEWER	
INSTALLATION DATE D1 = OCT 19/78 D2 = MAY 3/11			INSTALLATION DATE UNKNOWN		INSTALLATION DATE -	
CONNECTION DATE D2 = MAY 3/11			CONNECTION DATE -		CONNECTION DATE -	
SIZE	mm	mm	SIZE	mm	SIZE	mm
LENGTH	27.7	2	DISTANCE FROM MAIN TO CURB STOP METER	-	LENGTH	-
RISER	-	-	CORP. STOP	-	RISER	-
FITTING AT MAIN	MH	MH	CURB STOP METER	mm	FITTING AT MAIN	-
..... BENDS	1	2	COUPLINGS	- BENDS	-
DEPTH AT PROPERTY LINE	-	1.3	REDUCER	-	DEPTH AT PROPERTY LINE	-
DIST from D/S M.H. TO FITTING ON MAIN	-	-	SHUT OFF DEPTH	-	DIST from D/S M.H. TO FITTING ON MAIN	-
MEASURED AS SHOWN			MEASURED METER IS 34.3 EAST OF NORTH WEST CORNER.		MEASURED -	

