



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	Sgt. Dave Boyce – (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)  
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:** September 12, 2017

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

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A meeting of the Advisory Planning Commission has been scheduled for **Thursday, September 21, 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 August 17, 2017 meeting of the Advisory Planning Commission.**
- 2. DEVELOPMENT APPLICATION – Zoning Bylaw**  
**2549 16th Avenue**  
*Amended Lot 5 (DD 338856I), Block 4, District Lot 113, Alberni District, Plan VIP5688*  
*(PID: 003-667-375)*  
**Applicant: J. and T. Bradbury**
- 3. Update – Director of Development Services - Status of current projects.**
- 4. Other business.**
- 5. Adjournment.** The next regular meeting will be held on **October 19, 2017.**



**Summary Report / Minutes of the Advisory Planning Commission Meeting  
(Held on August 17, 2017,  
in the Committee Room at City Hall, at 12:00 p.m.)**

**Advisory Planning Commission**

Wes Hewitt – Chair  
Seva Dhaliwal – Vice-Chair  
Jim Tatoosh (Hupacasath First Nation)  
Larry Ransom - (SD #70 Liaison)  
John Douglas  
Ken McCrae  
Councillor Chris Alemany (Council 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  
G. Knutson, Applicant

**Regrets**

Hedley Crowther  
Amy Anaka  
Cynthia Dick (C.C. Tseshah First Nation)  
S. Sgt. Dave Paddock (R.C.M.P. Liaison)  
Rob Gaudreault (Parks Operations Liaison)

**Alternates (not in attendance)**

Sgt. Dave Boyce (Alternate–R.C.M.P.)  
Councillor Ron Paulson (Alternate–Council)  
John Bennie (Alternate S.D.70)  
Steve Tatoosh (Alternate Hupacasath First Nation)



**1. Adoption of June 15, 2017 Minutes**

- Introductions were made and the applicant welcomed.
- The minutes of the June 15, 2017 meeting of the Advisory Planning Commission were adopted.

**( Douglas / Tatoosh) CARRIED**

**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

- The Director of Development Services (D.D.S.) summarized his report to the APC dated August 10, 2017.
- The APC discussed the application as follows:
  - Laneway access will continue to be fully dedicated for public use.
  - Renovations required will include the installation of residential washroom and laundry facilities. A Building Permit to obtain residential Occupancy will also be required.

## **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 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.*

**( McCrae / Dhaliwal ) CARRIED**

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

- "Zoning Bylaw Amendment No. 24 (3790 Meares Drive – Blue), Bylaw No. 4944" was given 3<sup>rd</sup> Reading.
- "Zoning Bylaw Amendment No. 23 (4465 and 4453 9th Avenue – Poirier), Bylaw No. 4937" – Applicant has received PLA for proposed subdivision. The Bylaw will come to Council for Final Adoption on September 5.
- "Zoning Amendment No. 21(2881 and 2911 Burde Street - McLellan and Ryles), Bylaw No. 4935" sits at 3<sup>rd</sup> Reading.
- "Zoning Bylaw Amendment No. 20 (4849 Regina Avenue – Tsai), Bylaw No. 4931" sits at 3<sup>rd</sup> Reading.
- Development Permit 17-03 (4730 Cherry Ck Rd – Van Vliet) was approved by Council.
- Amendments to Development Permit 16-02 (4905 - Cherry Ck. Rd. – C. Evans) have been approved by Council.
- "Zoning Bylaw Text Amendment No. T11 (Site Specific Use – C3 Service Commercial), Bylaw No. 4930" sits at 3<sup>rd</sup> Reading.
- Zoning amendment application received for 2549 16<sup>th</sup> Avenue will come to next APC meeting.
- Uplands subdivision on Burde St. is progressing.
- Site of former A.D.S.S. – SD70 has granted the developer an extension to submit final proposal.
- Arrowview Hotel – Land exchange proposal has expired and Council has directed that Staff begin the remedial action process towards having the building demolished.

- Rainbow Gardens is proceeding with their development plans which are still currently in the design phase with a goal to starting construction in early 2018.
- Russell Street RFP will go out. Proposals will be considered by Council.


4. **Other business** - No other business

5. **Adjournment** – The meeting adjourned at 12:45 p.m. The next regularly scheduled meeting will be held on **September 21, 2017** at 12:00 pm in the Committee Room at City Hall.

**( Ransom / Douglas ) CARRIED**

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Davina Hartwell - City Clerk

  
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Wes Hewitt - Chair



# CITY OF PORT ALBERNI

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## PLANNING DEPARTMENT REPORT TO THE ADVISORY PLANNING COMMISSION

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TO: Advisory Planning Commission

FROM: Scott Smith, Director of Development Services

DATE: September 11, 2017

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**SUBJECT: DEVELOPMENT APPLICATION – Proposed Zoning Bylaw Amendment**  
**2549 16th Avenue - Amended Lot 5 (DD 338856I), Block 4, District Lot 113,**  
**Alberni District, Plan VIP5688 (PID: 003-667-375)**  
**Applicant: J. and T. Bradbury**

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### Issue

The purpose of this report is to consider an application for a map amendment to the Zoning Bylaw for the property at 2549 16<sup>th</sup> Avenue.

### Background

An application has been made to amend the Zoning Bylaw to rezone 2549 16<sup>th</sup> Avenue from 'R1 – Single Family Residential' to 'R3 – Small Lot Single Family Residential' in order to facilitate a subdivision application. The property is a large residential lot that is currently occupied by a single family dwelling located mid-block on the east side of 16<sup>th</sup> Avenue between Bruce Street and Neill Street. The applicant proposes to subdivide the property to create one additional, small residential lot.

### Official Community Plan and Zoning Bylaw

- a) The Official Community Plan designation on **2549 16th Avenue, Amended Lot 5 (DD 338856I), Block 4, District Lot 113, Alberni District, Plan VIP5688 (PID: 003-667-375)**, is currently 'Residential' on the Official Community Plan Schedule A – Land Use Map. The property does not lie within a Development Permit Area on the Schedule B – Development Permit Areas Map. No amendments are required.
- b) The property at **2549 16th Avenue, Amended Lot 5 (DD 338856I), Block 4, District Lot 113, Alberni District, Plan VIP5688 (PID: 003-667-375)**, is currently zoned R1 - Single Family Residential. A map amendment to the Zoning Bylaw Schedule A - Zoning Map is required to designate the property as **R3 – Small Lot Single Family Residential**.

## **Discussion**

### **Zoning:**

The property at 2549 16<sup>th</sup> Avenue has a frontage along 16<sup>th</sup> Avenue that measures 30.2 metres (99.1 ft.) and a lot depth measuring 38.0 metres (124.7 ft.). The total lot area is  $\pm 1,147 \text{ m}^2$  (12,353 ft<sup>2</sup>).

The R3 zone has a minimum frontage requirement of 10 metres (33 ft.) and a minimum lot area requirement of  $350 \text{ m}^2$  (3,767 ft<sup>2</sup>). With the total site area being  $\pm 1,147 \text{ m}^2$  (12,353 ft<sup>2</sup>) it would be possible to subdivide the property to create one larger lot accommodating the existing residence plus one smaller lot, to the south, that would meet the minimum lot size requirement of  $350 \text{ m}^2$  in the R3 zone. The smaller of the two proposed lots would have frontage of  $\pm 10.7 \text{ m}$  ( $\pm 35 \text{ ft.}$ ) along 16<sup>th</sup> Avenue and a total area of  $\pm 406 \text{ m}^2$  ( $\pm 4,376 \text{ ft}^2$ ). The maximum site coverage permitted in the R3 zone is 50% which is adequate to allow development on the smaller lot. See attached conceptual site plan.

A small portion of the deck on the south side of the house will be removed to allow for more room on the side next the proposed new lot.

### **Surrounding Area**

The area is predominately single family residential use to the immediate east, west north and south. Further to the north across Bruce Street there is a M'akola Group housing development and a large forested area containing portions of the City trail network.

### **Infrastructure**

The City water and sanitary and storm drain service mains are readily available and located as per the service card (see attached).

Water: Main runs along 16<sup>th</sup> Ave.

Sewer: Main runs along 16<sup>th</sup> Ave.

Storm: Main runs along 16<sup>th</sup> Ave.

Utilities: There are private utilities in the area and BC Hydro and Fortis lines run through the city lane allowance to the rear of the property (east).

The detailed issues and costs regarding servicing requirements will be specified during the Subdivision process and included in a Preliminary Layout Approval letter to the applicant.

## **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 R3 - Small Lot Single Family Residential zone allows for slightly greater density while maintaining a single family residential character. The proposed small lot subdivision meets the strategic goal of a livable and sustainable community. The Official Community Plan is supportive of encouraging development within existing developed areas through infill and redevelopment. The proposed zoning and subdivision are compatible with the character of the neighbourhood and the Planning Department supports the zoning amendment to the R3 zone.

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**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 Amended Lot 5 (DD 338856I), Block 4, District Lot 113, Alberni District, Plan VIP5688 (PID: 003-667-375) located at **2549 16th Avenue** 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.*

Respectfully submitted,

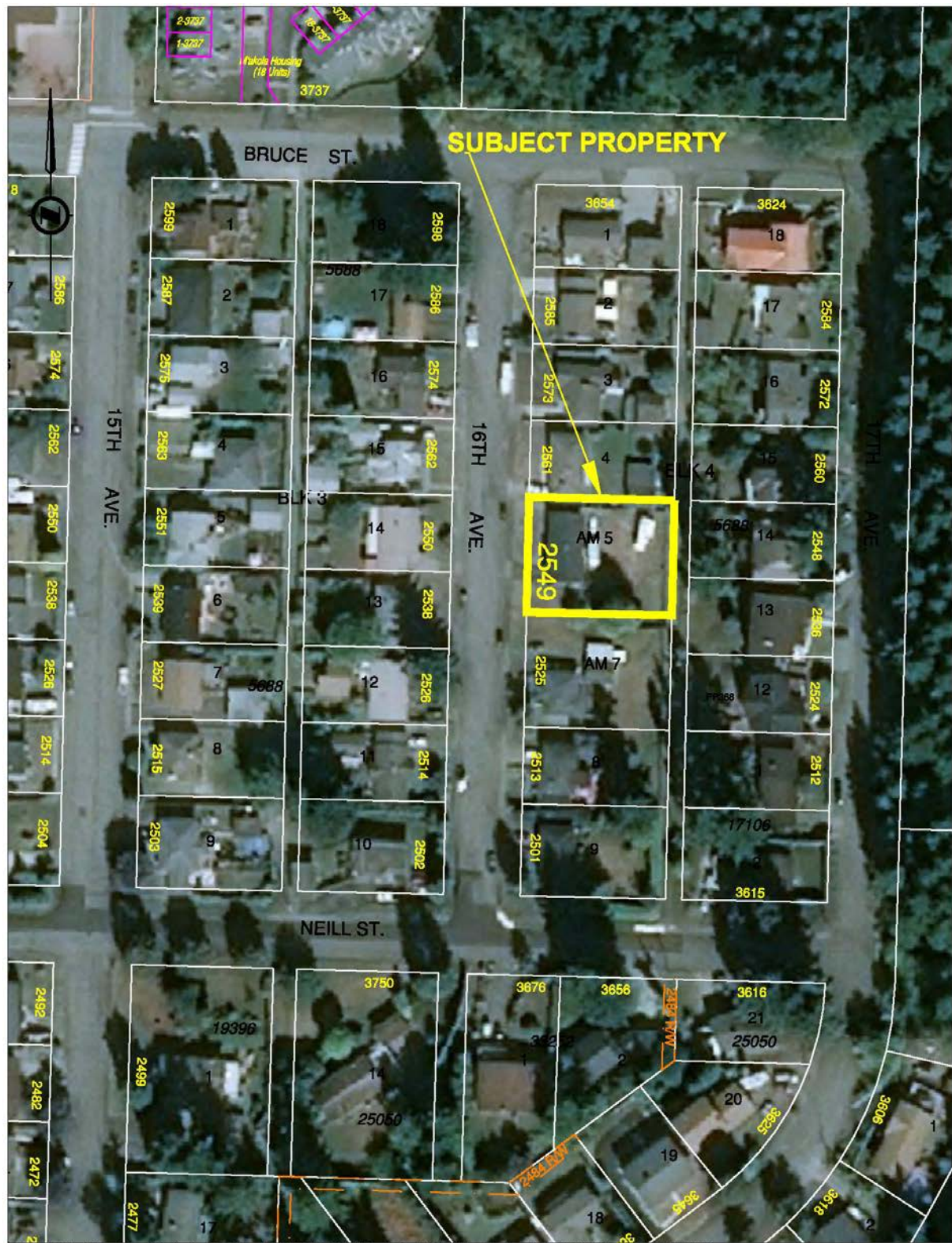


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Scott Smith, MCIP  
Director of Development Services

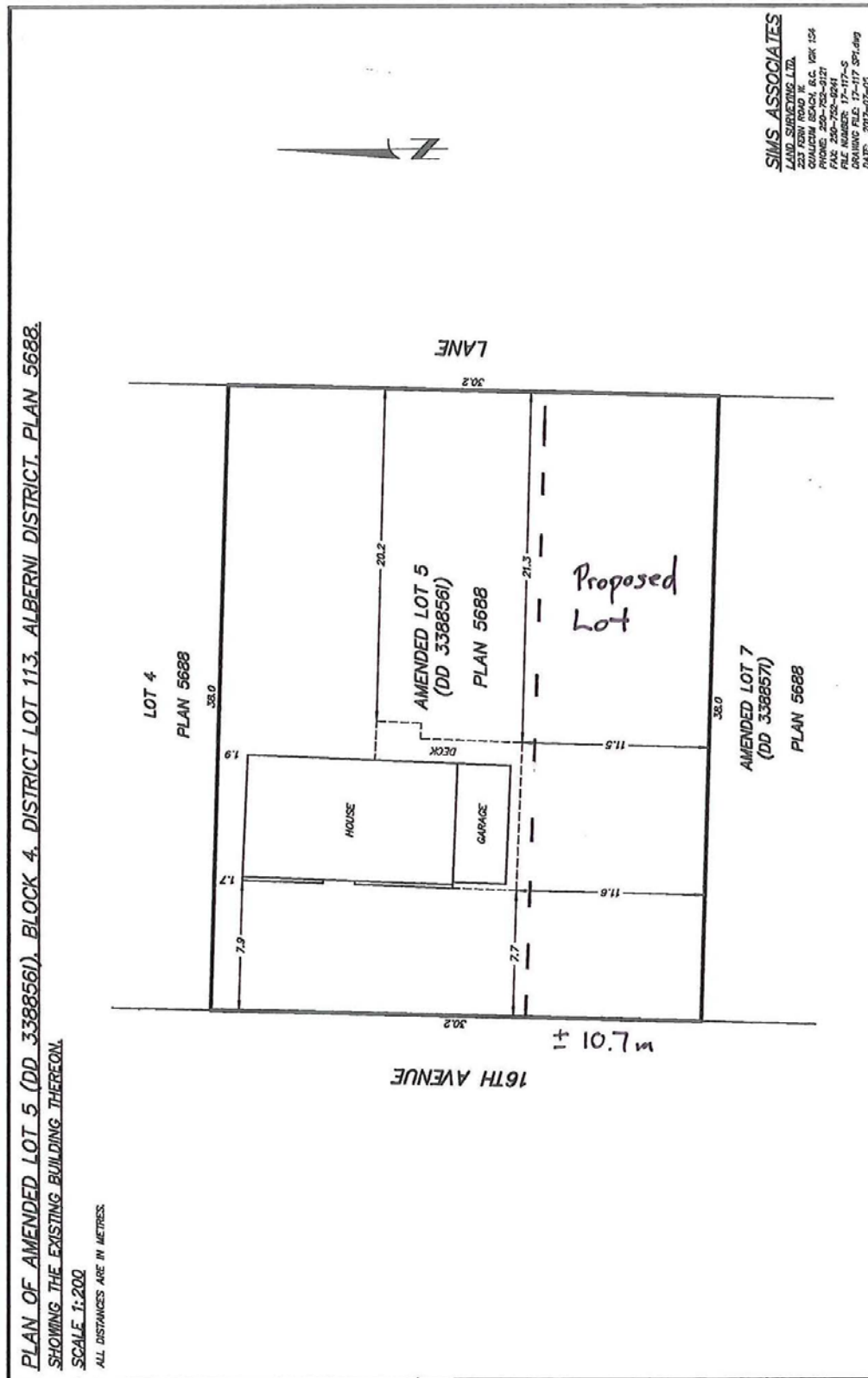


**SUBJECT PROPERTY – 2549 16<sup>th</sup> Avenue**





**Conceptual Layout – 2 Lots**



## 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 usesPrincipal UsesSingle *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).



# WATER & SEWER SERVICE CONNECTION RECORD CARD

NOTE: Distances in meters unless otherwise shown

THIS DRAWING IS FOR CITY OF  
PORT ALBERNI RECORDS ONLY.  
THE CITY OF PORT ALBERNI  
DOES NOT GUARANTEE THE  
ACCURACY OR COMPLETENESS OF  
THE INFORMATION CONTAINED  
IN THE DRAWING

5688

AM5

4

113

16TH AVE

2549

HOUSE No.	STREET	D.L.	BLK.	LOT	PLAN
2561	4				
2550	AM 5				
2538	2549				
2562	16TH				
2550	200 mm				
2538	300 mm				
2562	150 mm CI				
2550	6.6				
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