



**Summary Report / Minutes of the Advisory Planning Commission Meeting
(Held on April 21, 2016,
in the Council Chambers at City Hall, at 12:00 p.m.)**

Advisory Planning Commission

Wes Hewitt – Chair
Seva Dhaliwal – Vice-Chair
Hedley Crowther
Vern Barnett
Mark Millin
John Douglas
Councillor Chris Alemany (Council Liaison)
S. Sgt. D.N. Dave Paddock - (R.C.M.P. Liaison)
Jacob Colyn (Parks and Recreation Liaison)

Staff

Scott Smith, City Planner
Cara Foden, Planning Technician

Regrets

Randy Thoen (P.A.F.D. Liaison)
Larry Ransom - (SD #70 Liaison)
Jim Tatoosh (Hupacasath First Nation)
Janice Johnson (Tseshah First Nation)

Guests

R. Van Vliet (Applicant)
Keith Ambrose / Marie Knoll (Applicant)
Members of the Public - 4

Alternates (not in attendance)

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



1. Adoption of March 17, 2016 Minutes

- Introductions were made.
- The minutes of the March 17, 2016 meeting of the Advisory Planning Commission were adopted.

(Barnett / Douglas) CARRIED

2. DEVELOPMENT APPLICATION – Proposed amendment to Zoning Bylaw

3135 2nd Avenue- Lot 18, Block 73, District Lot 1, Alberni District, Plan VIP197
(PID: 009-278-516)

Applicant: K. Ambrose

The City Planner summarized his report to the APC dated April 14, 2016.

- The APC discussed the application as follows:
 - Members asked the applicant for clarification regarding the choice of site. The applicant has recently purchased the property and is hopeful that the site will be an accessible location for short term vendors who wish to sell local produce and products during the week. The proposed market hours are 12 pm to 6 pm.
 - Local vendors will be encouraged.

- Safety issues will have to be addressed and aisle widths will have to meet Island Health and Fire safety requirements.

MOTIONS:

1. *That the Advisory Planning Commission recommends to City Council that the City proceed with an amendment to the text of the Zoning Bylaw to add 'Public Market' as a permitted use in the C3 – Service Commercial zone.*

(Douglas / Dhaliwal) CARRIED

3. DEVELOPMENT APPLICATION – Proposed amendment to Zoning Bylaw

4981 Ian Avenue - Lot 15, Block 2, District Lot 13, Alberni District, Plan VIP4455
(PID: 001-609-971)

Applicant: D. Paquette

The City Planner summarized his report to the APC dated April 13, 2016.

- The APC discussed the application as follows:
 - The developer will be required to ensure that the lots created are serviced. The City will ensure that sewer, water and storm connections are paid for by the applicant prior to subdivision approval being given.
 - Prior to granting subdivision approval the City will also require written confirmation, from BC Hydro, that all of the lots can be serviced by Hydro. Hydro is usually installed when a Building Permit is applied for. Purchasers will be responsible for the costs of installing Hydro services if the developer does not.

MOTIONS:

1. *That the Advisory Planning Commission recommends to City Council that the City proceed with a map amendment to the Schedule A Zoning Bylaw Map to rezone Lot 15, Block 2, District Lot 13, Alberni District, Plan VIP4455 (PID: 001-609-971), located at 4981 Ian Avenue, from 'R1 Single Family Residential' to a mix of '**R3 Small Lot Single Family Residential and R2 One and Two Family Residential**' as outlined on the site plan concept.*
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.*
 - b) *That the existing buildings on the property be demolished prior to adoption of the zoning bylaw amendment.*

(Millin / Barnett) CARRIED

4. DEVELOPMENT APPLICATION – **Proposed amendment to Zoning Bylaw**

5820 Pierce Road - Lot 1, District Lot 21, Alberni District, Plan EPP9699
(PID: 028-501-250)

Applicant: R. and D. Van Vliet

The City Planner summarized his report to the APC dated April 14, 2016.

- The APC discussed the application as follows:
 - Garbage collection will be done by the City but the lot owners will be responsible for ensuring waste gets out to Pierce Rd. for pickup.
 - Access will be through a joint easement down the double panhandle created by the subdivision. The cost of developing road of such length is prohibitive and the Land Titles Act allows this type of joint access easement for subdivision of no more than two lots.
 - The R.C.M.P. Liaison expressed that it is important to the R.C.M.P. that legal agreements regarding the placement of hydro poles and access be clearly laid out and disclosed to all parties. The City Planner indicated that Hydro service agreements would be registered on the Land Titles of each property involved. The applicant also indicated that services would be underground.

MOTIONS:

1. *That the Advisory Planning Commission recommends to City Council that the City proceed with a map amendment to the Schedule A Zoning Bylaw Map to rezone Lot 1, District Lot 21, Alberni District, Plan EPP9699 (PID: 028-501-250), located at 5820 Pierce Road, from 'RR1 – Rural Residential' to '**R1 – 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 a proposed subdivision from the City of Port Alberni's Approving Officer.*

(Barnett / Dhaliwal) CARRIED

5. **Update** - City Planner - Status of current projects.

The City Planner updated the APC with regards to the following projects:

- Development Permit 16-02 for 4905 - Cherry Ck. Rd (Evans) was approved by Council on March 29, 2016
- Approved by Council on April 11, 2016
 - Development Permit 15-02 for the project at 3033 3rd Ave. (Saroya)
 - Development Variance Permit 89 for 3820 - 10th Avenue (Co-Op)
 - Official Community Plan Amendment No. 20 (3532 – 4th Avenue - D. Beecroft), Bylaw No. 4902
 - Zoning Bylaw Map Amendment No. 12 (3532 – 4th Avenue - D. Beecroft), Bylaw No. 4903
- Received 3rd reading on April 11, 2016

- Official Community Plan Amendment No. 19 (Burde Street – Phase 2 of Uplands Subdivision), Bylaw No. 4899
- Zoning Text Amendment T8 (Burde Street – Phase 2 of Uplands Subdivision), Bylaw No. 4900
- Zoning Map Amendment No. 11 (Burde Street – Phase 2 of Uplands Subdivision), Bylaw No. 4901

6. **Other business** – No other business

7. **Adjournment** – The meeting adjourned at 1:00 p.m. The next regularly scheduled meeting will be **May 19, 2016** at 12:00 pm in the Committee Room at City Hall.

(Barnett / Dhaliwal) **CARRIED**

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Davina Hartwell - City Clerk

Wes Hewitt - Chair