



**Summary Report / Minutes of the Advisory Planning Commission Meeting
(Held on April 20, 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
Amy Anaka
Ken McCrae
Steve Tatoosh (Alternate Hupacasath First Nation)
Larry Ransom - (SD #70 Liaison)
Councillor Chris Alemany (Council Liaison)
S. Sgt. Dave Paddock (R.C.M.P. Liaison)
Rick Newberry Thoen (P.A.F.D. Liaison)

Staff

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

Guests

K. Poirier (Applicant)
Members of the Public – 0

Alternates (not in attendance)

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

Regrets

Cynthia Dick (C.C. Tseshaht First Nation)
Jim Tatoosh (Hupacasath First Nation)



1. Adoption of February 2, 2017 Minutes

- Introductions were made around the room.
- The minutes of the February 2, 2017 meeting of the Advisory Planning Commission were adopted.

(Crowther / Ransom) CARRIED

- It was moved, seconded (Hewitt / Ransom) and CARRIED to amend the Agenda by moving the application from K. Poirier to Agenda Item No. 2 as the applicant was present.

2. DEVELOPMENT APPLICATION – Zoning Bylaw amendment

4465 9th Avenue

Lot 3, Block 4, District Lot 1, Alberni District, Plan 11410 (PID 005-020-999) and;

4453 9th Avenue

Lot 4, Block 4, District Lot 1, Alberni District, Plan 11410 (PID 005-021-006)

Applicant: K. Poirier

- The Director of Development Services (D.D.S.) summarized his report to the APC dated April 11, 2017.
- The APC discussed the application as follows:
 - The properties were formerly owned by the City and used as Park space until declared surplus in 2005.
 - The R3 designation allows for Single Family Residential. Duplex's are not permitted.

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 **4465 9th Avenue** - Lot 3, Block 4, District Lot 1, Alberni District, Plan 11410 (PID 005-020-999) and; **4453 9th Avenue** - Lot 4, Block 4, District Lot 1, Alberni District, Plan 11410 (PID 005-021-006) 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.*

(Douglas / Ransom) CARRIED

3. DEVELOPMENT APPLICATION – Official Community Plan Bylaw and Zoning Bylaw

2881 Burde Street - Block 19, District Lot 139, Alberni District, Plan 1401A, Except part in Plan 17930 (PID: 003-784-657); and

2911 Burde Street - Amended Block 18 (DD85071N), District Lot 139, Alberni District, Plan 1401A, Except part in Plan 14012 (PID: 0007-435-762)

Applicants: A. McLellan together with M. and C. Ryles

- The Director of Development Services (D.D.S.) summarized his report to the APC dated April 11, 2017.
- The APC discussed the application as follows:
 - Future impact on Burde St. traffic patterns and safety. Traffic increases may require future traffic signalization at Burde St. and 10th Ave. There is currently no good, short term alternative available to re-route traffic off Burde St. A long term possibility would be the development of the ring road to the east that was the subject of an A.C.R.D. study.
 - Traffic calming measures may need to be implemented and Council may wish to consider the need as Burde St. is now developing at a faster rate.
 - The turnaround at the end of the proposed extension to Gagne will be required to accommodate City Snowplows, Fire and Garbage trucks.
 - Standard curb and gutter are not required in the road specifications for semi-rural development. Centre asphalt will be required.
 - The potential need for a Biologist report was discussed and the D.D.S. indicated that an Environmental Assessment had not been done but that the APC could consider recommending that a Biologist report be required. Drainage and topography of the site were discussed extensively and the D.D.S. may require a Biologist report. A Master Stormwater Drainage Plan will be required during the Subdivision process.
 - There was extensive discussion about the issues regarding Sanitary sewer versus Septic Field for the proposed subdivision.

- The D.D.S. indicated that the City would prefer a gravity based installation for any future Sanitary sewer mains if it is possible. A force main and lift stations would be considered if necessary. Preliminary engineering has been done and the potential for a gravity fed system looks positive but must be proven. The servicing requirements for a semi-rural subdivision allows for septic systems but the D.D.S. would prefer connection to City Sanitary sewer and noted that it would likely increase the value of the proposed lots in the long term.
- The APC members felt strongly that it would be appropriate to recommend to City Council that the development be subject to the installation of connections to City Sanitary sewer infrastructure.

MOTIONS:

1. *That the Advisory Planning Commission recommends to City Council that the City proceed with a map amendment to the Official Community Plan Schedule A Land Use Map to change the designation of both Block 19, District Lot 139, Alberni District, Plan 1401A, Except part in Plan 17930 (PID: 003-784-657), located at **2881 Burde Street** and Amended Block 18 (DD85071N), District Lot 139, Alberni District, Plan 1401A, Except part in Plan 14012 (PID: 0007-435-762), located at **2911 Burde Street** from 'Future Residential' use to '**Residential**' use.*
2. *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 both Block 19, District Lot 139, Alberni District, Plan 1401A, Except part in Plan 17930 (PID: 003-784-657), located at **2881 Burde Street** and Amended Block 18 (DD85071N), District Lot 139, Alberni District, Plan 1401A, Except part in Plan 14012 (PID: 0007-435-762), located at **2911 Burde Street**, from 'FD - Future Development' to '**RR2 – Semi-Rural Residential**'.*
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. *Receive a Preliminary Layout Approval letter, for a proposed subdivision, from the City of Port Alberni's Approving Officer.*
 - b. *Connection to the City Sanitary sewer infrastructure.*

(Douglas / McCrae) CARRIED

4. DEVELOPMENT APPLICATION – Zoning Bylaw amendment
3994 Anderson Avenue
Lot 16, District Lot 1, Alberni District, Plan 7240 (PID 005-743-214)
Applicants: C. Minions and C. Braiden

- The Director of Development Services (D.D.S.) summarized his report to the APC dated April 11, 2017.
- The APC discussed the application as follows:
 - It was noted that the existing house is currently under renovation. There were no concerns regarding the proposal.

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 16, District Lot 1, Alberni District, Plan 7240 (PID 005-743-214) located at **3994 Anderson 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.*

(McCrae / Douglas) CARRIED

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

Adopted:

- o “Official Community Plan Amendment No. 19 (Burde Street – Phase 2 of Uplands Subdivision), Bylaw No. 4899”
- o “Zoning Text Amendment T8 (Burde Street – Phase 2 of Uplands Subdivision), Bylaw No. 4900”
- o “Zoning Map Amendment No. 11 (Burde Street – Phase 2 of Uplands Subdivision), Bylaw No. 4901”
- o A developer has shown interest in the former A.D.S.S. site and is currently doing background diligence.

6. Other business – No other business

7. Adjournment – The meeting adjourned at 1:15 p.m. The next regularly scheduled meeting will be held on **May 18, 2017 at 12:00 pm in the Committee Room at City Hall.**

(Crowther / Tatoosh) CARRIED



Davina Hartwell - City Clerk

Wes Hewitt - Chair