



**Summary Report / Minutes of the Advisory Planning Commission Meeting
(Held on June 25, 2015
in the Committee Room at City Hall at 12:00 p.m.)**

Advisory Planning Commission

Chris Colclough (Chair)
Wes Hewitt (Vice-Chair)
Vern Barnett
Diane Currie
Jim Tatoosh (Hupacasath First Nation)
Linda Kelsall
Seva Dhaliwal
Janice Johnson (Tseshah First Nation)
Randy Thoen (P.A.F.D. Liaison)

Regrets

S. Sgt. Dave Paddock - (R.C.M.P. Liaison)
Larry Ransom (S.D.70)
Councillor Chris Alemany (Council Liaison)

Staff

Scott Smith, City Planner
Cara Foden, Planning Technician

Guests

Cheri Newberry – Applicant's representative
Eliott Drew

Alternates (not in attendance)

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



1. Adoption of May 21, 2015 Minutes

- Introductions were made around the room.
- The minutes of the May 21, 2015 meeting of the Advisory Planning Commission were adopted.

(Currie / Barnett) CARRIED

2. DEVELOPMENT APPLICATION – Development Variance Permit 86

4065 McBride Street - Rem. Lot 1, District Lot 112, Alberni District Plan VIP65723 Except Plan VIP70425 (PID: 024-724-653)

Applicants: Murray Banting dba Tideline Resources Ltd, Agent for Cherry Creek GP Ltd.

The City Planner summarized his report to the APC dated June 16, 2015.

- The APC discussed the application as follows:
 - The minimum road width will need to be considered, for the strata development, during the Building Permit process.
 - The cul-de-sac will need to meet the minimum radius requirements for emergency response purposes.
 - The site is within the Multi-Family Development Permit Area.
 - Existing services that run through the site will be discussed and a Statutory ROW will be

considered as the parties work through the details of the proposed road exchange agreement.

MOTIONS:

1. *That the City of Port Alberni Advisory Planning Commission recommends to City Council that the City proceed with the necessary Development Variance Permit to vary Zoning Bylaw 4832 as follows:*
 - a) *Vary Section 5.14.2 Site Development Regulations, for the Front Yard Setback, from 7.5 metres to 5 metres, a variance of 2.5 metres; for Rem. Lot 1, District Lot 112, Alberni District Plan VIP65723 Except Plan VIP70425 (PID: 024-724-653) located at 4065 McBride St.*
 - b) *Vary Section 5.14.2 Site Development Regulations, for the Rear Yard Setback, from 9.0 metres to 3.5 metres, a variance of 5.5 metres; for Rem. Lot 1, District Lot 112, Alberni District Plan VIP65723 Except Plan VIP70425 (PID: 024-724-653) located at 4065 McBride St.*
2. *That City Council provides notice of intent to consider the issuance of a Development Variance Permit for Rem. Lot 1, District Lot 112, Alberni District Plan VIP65723 Except Plan VIP70425 (PID: 024-724-653) located at 4065 McBride St.*

(Hewitt / Barnett) CARRIED

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

3539 & 3545 4th Avenue - Lot 15 and Lot 16, Block 45, District Lot 1, Alberni District, Plan VIP197B (PID's: 009-252-347, 009-252-363);

Applicant: C. Stevens dba Port Alberni Friendship Centre

The City Planner summarized his report to the APC dated June 17, 2015.

- The APC discussed the application as follows:
 - There was discussion regarding options and methods that might be considered for traffic calming that may help mitigate the speed concerns in the vicinity of the proposed daycare centre. The APC members expressed that they believe this is necessary. The City has not yet met with the Friendship Centre representatives to discuss the specific details of the drop-off design. Traffic on 4th Avenue will be a consideration when the final design is done. Options will be considered by the City and the Friendship Centre.
 - Fencing was also discussed and it was noted that the Province will require fencing of the daycare portion of the site as part of the licensing process. The applicant also indicated they had plans to fence the east side of the site.
 - Parking was discussed and it was noted by the City Planner that the amalgamation of the lots would facilitate a plan that will meet the parking requirements on the site.
 - The applicant advise the APC that the Friendship Centre is not exempted from municipal tax payments.

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 Lot 15 and Lot 16, Block 45, District Lot 1, Alberni District, Plan VIP197B, (PID's: 009-252-347, 009-252-363), located at 3539 & 3545 4th Avenue, from Parks and Open Space to **Institutional**; and*
2. *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 15 and Lot 16, Block 45, District Lot 1, Alberni District, Plan VIP197B, (PID's: 009-252-347, 009-252-363), located at 3539 & 3545 4th Avenue, from C3 – Service Commercial to **P1 – Institutional**.*

(Kelsall / Hewitt) CARRIED

4. DEVELOPMENT APPLICATION – Zoning Bylaw Text Amendment

4065 6th Ave.- That part of Lot 16, District Lot 1, Alberni District, Plan 136852 lying to the North of a boundary parallel to and perpendicularly distant 150 feet from the Northerly boundary of said Lot 16. (PID: 004-625-919)

Applicant: E. Drew dba Slammer's Gym Inc.

The City Planner summarized his report to the APC dated June 18, 2015.

- The APC discussed the application as follows:
 - Proposed hours of operation for the restaurant are 4pm – 12:30am from Tuesday through Saturday.
 - Pending Building Code requirements there is no plan to install windows in the basement of the building where the restaurant will be located.
 - Parking was discussed in depth as that is one of the issues that will need to be resolved prior to zoning bylaw amendment approval.
 - 20 parking spaces could be provided on the site but the options for making up the parking deficit include pursuing a Development Variance or pursuing a separate rezoning that would allow the applicants to work with the City to develop parking on an adjacent City owned lot.
 - The applicant indicated that they would prefer to pursue a Development Variance versus creating a parking lot on City land due to the high cost involved in paving another lot.
 - Parking issues exist between the proposed restaurant and the nearby funeral home. The APC expressed that the City lot would make a good site. It was also noted that the hours of operation for the Funeral Home would not conflict with the proposed restaurant hours of operation.
 - Future impact should be considered as issues that may not be evident now could arise.
 - Catering will support the Hall but it will not be mandatory for customers to use the proposed restaurant exclusively. Customers will be able to use their choice of catering service providers.
 - The facility will be required to comply with Provincial Liquor regulations.
 - The building was designed for mixed use (P.A.F.D.) and that is appropriate for this building with respect to ducting, venting and accessibility ramps.

MOTIONS:

1. That the Advisory Planning Commission recommends to City Council that the City proceed with a text amendment to the Port Alberni Zoning Bylaw 2014, No. 4832 to:

- a) Delete all text under Section 5.31 P1 Institutional; and
- b) Add the following text under Section 5.31 P1 Institutional:

“P1 – INSTITUTIONAL

- 5.31 The purpose of this zone is to establish and maintain areas in which institutional uses can be accommodated and located in a manner complementary with surrounding uses.

5.31.1 Permitted uses

Principal Uses

Ambulance station
Arena
Assembly, cultural or recreational facility
Childcare centre
Community care facility
Dormitory
Firehall
Hospital
Hostel
Medical service
Office
Parking lot
Personal service
Place of worship
Police station
Pound
School
Supportive housing
Transition house
Tutoring service

Accessory Uses

Caretaker's dwelling unit, subject to Section 6.16

Site Specific Accessory Uses as permitted under Section 5.31.4.

5.31.2 Site Development Regulations

Minimum Lot Area	540 m ²	(5813 ft ²)
Minimum Frontage	15 m	(49.2 ft)
Maximum Coverage	40%	
Minimum Setbacks:		
Front yard	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 Height, Principal <i>Building</i>	12.5 m	(41 ft)
Maximum Number of Principal <i>Building</i>	3	
<i>Storeys</i>		

5.31.3 Conditions of Use

- (a) Notwithstanding the provisions of 5.31.2, the total of both *side yards* must be equal or greater than 20% of the *lot width*.
- (b) *Community care facilities* for seniors may include an accessory beauty shop or other provision of other *personal services*, limited to 16m² (172 ft²) in floor area and 2 service chairs, operating between the hours of 8:30 am to 5:00 pm, Monday to Friday and 9:00 am to 12:00 pm on Saturday.

5.31.4 Site Specific

A.

The following *Accessory Uses* are permitted on the property located at 5100 Tebo Avenue (Lot 1, District Lot 13, Alberni District, Plan VIP78180 (PID: 001-346-377)):

- Artist's studio
- Cabinet making
- Custom woodworking
- Furniture repair and upholstery
- Ornamental metal working
- Printing, publishing and allied industry
- Signs and displays industry
- Small repair shop

- i. The following conditions apply to *Accessory Uses* listed in 5.31.4.A:
 - a) All business activity shall be conducted within a completely enclosed building except for parking and loading facilities.
 - b) The total area occupied shall not exceed 1077 m² (11,592 ft²).
 - c) No retail activity is permitted as part of any business located on the property.

B.

Site - 4411 Wallace Street - Lot B, District Lot 1, Alberni District, Plan 32448 VIP78180 (PID: 000-154-130)

- i. Notwithstanding the maximum coverage provisions of Section 5.31.2,

for the property known as Fir Park Village, a maximum coverage of 58% is permitted.

C.

Site - 4065 6th Avenue - Lot 16, District Lot 1, Alberni District, Plan 13685 lying to the North of a boundary parallel to and perpendicularly distant 150 feet from the Northerly boundary of said Lot 16 (PID: 004-625-919)

- i. The following accessory use is permitted:
 - Restaurant
- ii. The following conditions apply to *Accessory Uses* listed in 5.31.4.Ci:
 - a) All business activity shall be conducted within a completely enclosed building except for parking and loading facilities.
 - b) The total area occupied shall not exceed 481 m² (5180 ft²).

”

2. *That the Advisory Planning Commission recommends to City Council that as part of the development process the applicant be required to resolve the parking space deficiency before final adoption of the bylaw.*

(Kelsall / Barnett) CARRIED

5. Update – Status of current projects

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

- Zoning Amendment No. 6 (5081 Ian Avenue - VanVliet), Bylaw No. 4867 was adopted on June 8.
- Development Variance Permit No. 85 was approved June 22/15
- Temporary Use Permit No. 13-01- 3 year extension was approved June 22/15
- "Zoning Text Amendment No. T5 (Microbrewery in C3 Service Commercial), Bylaw No. 4873" needs MOTM approval before final adoption.

6. Other Business

- Members asked about the large rooftop blow up sign on Slammer's Gym. Planner will investigate.

7. **Adjournment** – The meeting adjourned at 1:00 p.m. The next meeting will be **July 16, 2015** at 12:00 pm in the Committee Room at City Hall.

(Kelsall / Barnett) CARRIED



City Clerk

Chair