



**Summary Report / Minutes of the Advisory Planning Commission Meeting
(Held on October 31, 2013
in the Committee Room at City Hall at 12:00 p.m.)**

Advisory Planning Commission

Chris Colclough (Chair)
Seva Dhaliwal
Vern Barnett
Wes Hewitt
Janice Johnson (Tseshaht First Nation)
Randy Thoen (P.A.F.D. Liaison)
S. Sgt. Mike Coady - (R.C.M.P. Liaison)
Councillor Rob Cole (Alternate – Council)

Guests

Raymond deBeeld - Applicant
Public - 0
Mayor John Douglas
Scott McKenzie, AV Times

Staff

Scott Smith, City Planner
Cara Foden, Planning Technician

Regrets

Shelley Chrest
Larry Ransom (S.D.70 Liaison)
Councillor Hira Chopra - (Council Liaison)
Linda Kelsall (Vice-Chair)
Jim Tatoosh (Hupacasath First Nation)

Alternates (not in attendance)

John Bennie (Alternate S.D.70)



1. Adoption of August 29, 2013 Minutes

- The Minutes of the August 29, 2013 meeting of the Advisory Planning Commission were adopted. The City Planner reminded the Commission that only voting members are permitted to make and vote on motions.

(Hewitt / Barnett) CARRIED

2. DEVELOPMENT APPLICATION – Temporary Use Permit

3868 Wood Avenue – (PID: 026-760-878)
(Lot 1, District Lot 45, Alberni District, Plan VIP81430)
Applicant: H. and S. Rai

- The City Planner summarized his report to the APC dated October 24, 2013.
- The APC discussed the application with respect to the following:
 - o The Commission discussed the recommendation that the RV trailers be removed from the site within 4 months. The period of time would give the owner ample time to comply with the notice period under the Residential Tenancy Act.
 - o The number of RV's on the site has increased to 7 currently.

- o The transient nature of the tenancies was sometimes problematic due to noise related disturbance for the adjacent residential neighbourhood.
- o The applicant has applied for a Temporary Use Permit to allow Recreational Vehicles to be used as residential units on the site for the maximum period of three years and would be able to apply for a three year extension.
- o R. Thoen, PAFD, advised the Commission that there are no Building or Fire Codes regulating the use of Recreational Vehicles for long term housing. They are not considered safe for residential use and there is no mechanism through which the City or the Fire Department could ensure that they are made safe for the proposed use and term.
- o It was noted that CSA Certification does not provide for safe residential use and it is specifically noted in RV manuals that they are not intended for that purpose.

MOTIONS:

1. *The City of Port Alberni Advisory Planning Commission recommends to City Council that the City deny the Temporary Use Permit for 3868 Wood Avenue.*
2. *The property owner be required to have the trailers removed within 4 months.*

(Barnett / Hewitt) CARRIED

3. DEVELOPMENT APPLICATION – Development Variance and Development Permits

4616 Athol Street

(Lots 1-3, Block 54, District Lot 1, Alberni District, Plan VIP197B must be consolidated to create new legal parcel)

Applicant: Raymond deBeeld Architect Inc.

- The City Planner summarized his report to the APC dated October 24, 2013.
- The APC discussed the application with respect to the following:
 - o The Commission asked if the size of the lot presented any issues with respect to accessing the site to fight a fire. R. Thoen, PAFD, advised the commission that the former building had been accessible from 3 out of 4 sides and that fighting the fire had not been difficult from an accessibility perspective. He noted that the proposed building would be built to much higher building code standards than the previous building had been and also that the proposed building would be set further back from the lane access than the previous building had been. The Fire Department is very supportive of the project and it is an improvement over the former building.
 - o Open Space requirements were discussed. It was noted that the drawings in the report are conceptual and that Landscaping Plans and security will be required when the applicant applies for a Development Permit. The building design does include common indoor recreational space but that does not count towards fulfilling the Open Space requirements in the Zoning Bylaw resulting in the Variance request.

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 4395 as follows:*
 - a. *Vary Section 5.13 Projections for cantilevered balconies into a side yard by 3.55 metres to allow the setback to go from 3.75 metres to 0.2 metres;*
 - b. *Vary Section 5.13 Projections for cantilevered balconies into a front yard by 3.25 metres to allow the setback to go from 4.75 metres to 1.5 metres;*
 - c. *Vary Section 5.13 Projections for open porches into a front yard by 4 metres to allow the setback to go from 4.15 metres to 0.15 metres;*
 - d. *Vary Section 6.9.3 Bulk and Site Regulations for the Front Yard Setback from 6 metres to 1.5 metres, a variance of 4.5 metres;*
 - e. *Vary Section 6.9.3 Bulk and Site Regulations for the North Side Yard Setback from 5 metres to 1.73 metres, a variance of 3.27 metres;*
 - f. *Vary Section 6.9.3 Bulk and Site Regulations for the Rear Yard Setback from 9 metres to 2.9 metres, a variance of 6.1 metres;*
 - g. *Vary Section 7.7 Required Amount of Parking from 30 parking spaces to 24 parking spaces, a variance of 6 parking spaces;*
 - h. *Vary Section 7.2.7 Off-Street Parking (General Regulations for the Front Lot Line Setback from 1.5 metres to 0.6 metres, a variance of 0.9 metres;*
 - i. *Vary Section 7.2.8 Off-Street Parking (General Regulations) for the Side Lot Line Setback from 1 metre to 0 metres, a variance of 1 metre;*
 - j. *Vary Section 6.9.4 Conditions of Use Regulations for Useable Open Space from 432 m² to 197 m², a variance of 235 m²;*

for the property located at 4916 Athol Street.
2. *That City Council give notice of intent to consider the issuance of a Development Variance Permit for 4916 Athol Street.*

(Hewitt / Barnett) CARRIED

4. Status Update – Current Projects - City Planner

- “Zoning Text Amendment No. T38 (4921 Bute Street – Medical Marihuana Facility), Bylaw No. 4825” has been given 3rd reading.
- Zoning Bylaw Review Project – A draft bylaw has been sent out for legal review. A public meeting will be held in November and once any changes have been made the formal Bylaw adoption process will begin.
- An RFP has been put out, by the Uchucklesaht Tribe, for renovations to the former Somass Hotel.
- Residential units in the remaining portion of the Beaufort Hotel may be approved for occupancy in the near future.

5. Other Business

- 6. Adjournment** – The meeting adjourned at 1:00 p.m. The next regularly scheduled meeting will be **November 21, 2013** at 12:00 pm in the Committee Room at City Hall.

(Colclough / Barnett) CARRIED



City Clerk

Chair