



**Summary Report / Minutes of the Advisory Planning Commission Meeting  
(Held on September 21, 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  
Amy Anaka  
Councillor Chris Alemany (Council Liaison)  
Rick Newberry Thoen (P.A.F.D. Liaison)  
S/Sgt. Terry Smith (R.C.M.P. Liaison)

**Staff**

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

**Guests**

Members of the Public – 0

**Regrets**

Hedley Crowther  
Cynthia Dick (C.C. Tseshah First Nation)  
Rob Gaudreault (Parks Operations Liaison)  
Ken McCrae

**Alternates (not in attendance)**

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



**1. Adoption of August 17, 2017 Minutes**

- Introductions were made and S/Sgt. Terry Smith (R.C.M.P. Liaison) was welcomed as the new RCMP Liaison.
- The minutes of the August 17, 2017 meeting of the Advisory Planning Commission were adopted.

**(Douglas / Dhaliwal) CARRIED**

**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**

- The Director of Development Services (D.D.S.) summarized his report to the APC dated September 11, 2017.
- The APC discussed the application as follows:
  - Setback requirements for the existing home if subdivision proceeds.

**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 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.*

**(Douglas / Ransom) CARRIED**

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

- "Zoning Map Amendment No. 9 (3333 Burde Street - Harris), Bylaw No. 4890" sits at 3<sup>rd</sup> reading. Applicant has been advised that file will be closed at the end of October if no action taken.
- "Zoning Bylaw Amendment No. 24 (3790 Meares Drive – Blue), Bylaw No. 4944" sits at 3<sup>rd</sup> reading. Applicant has submitted application for subdivision.
- "Zoning Bylaw Amendment No. 23 (4465 and 4453 9th Avenue – Poirier), Bylaw No. 4937" – 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. The existing house has been demolished.
- "Zoning Bylaw Text Amendment No. T11 (Site Specific Use – C3 Service Commercial), Bylaw No. 4930" sits at 3<sup>rd</sup> Reading.
- "Zoning Bylaw Amendment No. 25 (4850 Regina Avenue – Knutson), Bylaw No. 4948" received 1<sup>st</sup> and 2<sup>nd</sup> reading on September 5.
- Two new applications will come forward to the October meeting.


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

5. **Adjournment** – The meeting adjourned at 1:00 p.m. The next regularly scheduled meeting will be held on **October 19, 2017** at 12:00 pm in the Committee Room at City Hall.

**(Ransom / Tatoosh) CARRIED**

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Davina Hartwell - City Clerk

  
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Wes Hewitt - Chair