



**Summary Report / Minutes of the Advisory Planning Commission Meeting
(Held on Jun 18, 2020
Via remote access through Zoom, at 12:00 p.m.)**

Commission Members Present

Ken McRae (Chair)
John Douglas (Vice-Chair)
Amy Anaka
Callan Noye
Jim Tatoosh, Hupačasath F.N.
Stefanie Weber
Ed Francoeur
Chris Washington, S.D.70 Liaison
Rick Newberry, P.A.F.D. Liaison
Rob Gaudreault, Parks Liaison
Councillor Deb Haggard, Council Liaison
Sgt. Clive Seabrook, R.C.M.P. Liaison

Guests

Members of the Public: None
Applicant: K. Rai representing the applicants

Staff

Katelyn McDougall, Manager of Planning
Cara Foden, Planning Technician
Brian McLoughlin, Development Planner

Regrets

Cynthia Dick, Tseshahat (č išaaʔath) F.N.

Alternates (not in attendance)

Larry Ransom (Alternate–SD70)
Councillor Helen Poon (Alternate–Council)
Peter Dione (Alternate–R.C.M.P.)
Darren Mead-Miller (Alternate – Tseshahat F.N.)



1. Acknowledgements and Introductions –

- Acknowledgement, by the Chair, that this APC meeting is being held within the un-ceded, traditional territories of the Hupačasath and the Tseshahat (č išaaʔath) First Nations.
- The Manager of Planning introduced Brian McLoughlin, MCP, recently hired for the position of Development Planner for the City of Port Alberni.

2. MINUTES - Adoption of May 21, 2020 Minutes

MOTIONS:

That the City of Port Alberni Advisory Planning Commission adopt the minutes of the May 21, 2020 regular meeting.

(Washington / Noye) CARRIED

**3. DEVELOPMENT APPLICATION: Development Variance Permi
4191 Bute Street - Lot 1, District Lot 1, Alberni District, Plan VIP81030 (PID: 026-679-043)
Applicant: Ragbir S. Dhaliwal and Balbir K. Dhaliwal**

- The Development Planner presented a summary of the report dated June 10, 2020.
- APC discussed the proposed amendments and report as follows:
 - Several members expressed their support for the requested Variance.
 - Fire safety was discussed with respect to the implementation of a requirement for a Building Location Certificate and the preference for a close working relationship between the Building Inspector and the Fire Department.
 - The Fire Department indicated proximity of the houses was not ideal but met the Building Code requirements.

- The Fire Department is working closely with the Building Inspector and the requirement for a Building Location Certificate (BLC) will help prevent future similar problems with building siting. The APC members were pleased to know that a BLC is now required and that sentiment was echoed by the Manager of Planning.
- The APC asked if adjacent houses presented the same need for a Variance. The Manager of Planning indicated that the other homes in the subdivision are essentially grandfathered with respect to siting.
- The Fire Department indicated that a Building Permit was issued for a garage.

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:*

Vary 'Section 5.13.2 R3 – Small Lot Single Family Residential Minimum Setbacks, Side Yard (East Side)', from 1.5 m to 0.8 m, a variance of 0.7 m for development on land legally described as Lot 1, District Lot 1, Alberni District, Plan VIP81030 (PID: 026-679-043) and located at 4191 Bute Street.

2. *That City Council direct staff to give notice of intent to consider the issuance of Development Variance Permit No. 102 for 4191 Bute Street.*

(Douglas / Washington) CARRIED

4. STATUS UPDATE:

- DP issued – 5119 Athol Street
- DP pending – Low Energy Housing project on Maitland
- OCP/Rezoning application received for Carlson building

Coming to Council:

- Uptown District Revitalization Strategy - survey findings, funding announcement and next steps (600 people completed the survey)
- DVP – 5200 Gertrude St coming to Council June 22nd
- Train station RFP draft in June or early July

5. OTHER BUSINESS

6. **ADJOURNMENT** – The meeting adjourned at 12:30 pm. The next meeting is scheduled for 12:00 pm on **July 16, 2020.**

(Washington / McRae) CARRIED

Ken McRae (Chair)