



**Summary Report / Minutes of the Advisory Planning Commission Meeting
(Held on March 20, 2019,
in the Committee Room at City Hall, at 12:00 p.m.)**

Advisory Planning Commission Present

Ken McRae (Chair)
John Douglas (Vice-Chair)
Jeannette Nichols
Amy Anaka
Chris Washington, S.D.70 Liaison
Rob Gaudreault, Parks Liaison
Councillor Deb Haggard, Council Liaison
Rick Newberry, P.A.F.D. Liaison

Staff

Katelyn McDougall, Manager of Planning
Cara Foden, Dev. Services Technician

Guests

Members of the Public – none present
Don Carriere - Applicant
Nathan Bourelle - Applicant

Regrets

Jim Tatoosh, Hupačasath F. N.
Cynthia Dick, Tseshahṭ (č̣ išaaʔath) F. N.
Sandy McRuer
Don Ferster
S. Sgt. Terry Smith, R.C.M.P. Liaison

Alternates (not in attendance)

Councillor Helen Poon (Alternate–Council)
Peter Dione (Alternate–R.C.M.P.)
Larry Ransom (Alternate S.D.70)
Steve Tatoosh (Alternate Hupačasath F. N.)
Darren Mead-Miller (Alternate – Tseshahṭ F.N.)



1. Adoption of February 21, 2019 Minutes

- The Chair acknowledged that this meeting is taking place within the un-ceded traditional territories of the Hupačasath and the Tseshahṭ (č̣ išaaʔath) First Nations. The applicants were welcomed by the Chair.
- The minutes of the February 21, 2019 meeting of the Advisory Planning Commission were adopted.

(McRae / Douglas) CARRIED

2. DEVELOPMENT APPLICATION – Proposed Official Community Plan bylaw and Zoning Bylaw Amendments

2940 Bellshill Road - Lot E, District Lot 139, Alberni District, Plan VIP38023 (PID: 001-011-090)
Applicant: D. Carriere

- The Manager of Planning summarized her report to the APC dated March 13, 2019.
- The APC discussed the application as follows:
 - Sanitary sewer – there was general agreement that new subdivisions in the upper Burde St. area should be required to hook up to City Sanitary sewer. The Manager of Planning informed the APC that the Director of Public Works had indicated that the Sanitary sewer main for the Uplands Phase 2 development had been extended to the Carriere Rd. vicinity in anticipation of future subdivision in that area.
 - Water supply – The P.A.F.D. liaison indicated that the water system needs to be evaluated for capacity to service new subdivision in the upper Burde St. area.

- The applicant commented that Septic systems have improved in recent years and that the cost of hooking up to the City's sanitary sewer system may not be cost effective when the subdivision involves only a few lots versus larger subdivisions such as Uplands Phase 1 and 2.
- It was noted that properties that are not connected to the City's sanitary sewer are not taxed the same amount as those that are connected.

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 E, District Lot 139, Alberni District, Plan VIP38023 (PID: 001-011-090) located at 2940 Bellshill Road from 'Future Residential' to 'Residential' use.*
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 E, District Lot 139, Alberni District, Plan VIP38023 (PID: 001-011-090) located at 2940 Bellshill Road 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 subdivision from the City of Port Alberni's Approving Officer.*
4. *That the Advisory Planning Commission recommends to City Council that as part of the subdivision development process the applicant be required to connect to the City Sanitary sewer system and to work with City staff to determine costing options.*

(Douglas / Washington) CARRIED

3. **DEVELOPMENT APPLICATION – Proposed Zoning Bylaw Amendment**
3512 Gagne Road - Lot A (DD EE1959), Block 30, District Lot 139, Alberni District, Plan 1562
(PID: 017-028-591)

Applicant: N. Bouelle

- The Manager of Planning summarized her report to the APC dated March 13, 2019.
- The APC discussed the application as follows:
 - The applicant advised the APC that the purpose for the subdivision was to sell a portion of his lot to fund improvements to his existing residence. He noted that the storm drainage ditch crossing the proposed lot would have to be addressed and the storm water managed/diverted in a manner acceptable to the Director of Public Works.
 - The Manager of Planning indicated that there had not been any discussion with Mr. Carriere or Mr. Bouelle regarding the results of the '4000 Burde Street Development, Port Alberni Traffic Impact Assessment' (Watt Consulting Group, October 2 2018)

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 A (DD EE1959), Block 30, District Lot 139, Alberni District, Plan 1562 (PID: 017-028-591) located at **3512 Gagne Road** from ‘RR1 Rural Residential’ to ‘**R1 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 (PLA) letter for subdivision from the City of Port Alberni’s Approving Officer.*

(Washington / Nichols) CARRIED

4. **Other business** The Manager of Planning updated the APC regarding the following:
 - Public consultation program for the “Harbourview” lands located at 5350 Argyle Street and 3050 Kingsway Avenue resulted in a report that went to Council on March 11. The feedback received from the community was very mixed. Council directed staff to prepare an RFP that should include caveats respecting the mature trees on the site, the eagle trees and First Nations consultations.
 - C. Washington reported that a recent presentation and site tour of 5119 Athol St. had resulted in positive comments from some uptown merchants and that she would submit written comments to the Planning Technician to be included in the referral responses for a recent zoning amendment application submitted respecting Micro-cultivation and Micro-processing of cannabis. Ms. Washington also commented that current rental rates for older commercial building in Southport were reasonable.
 - "Zoning Bylaw Map Amendment No. 30 (4000 Burde Street – Anderson Hill), Bylaw No. 4977" was adopted by Council on Feb. 25/19. A new application has been received for a Development Permit for a portion of the site to be subdivided and developed with two, four storey apartment buildings.
 - The Manager of Planning will send the report titled ‘The Next 1400 Days’ and dated February 19, 2019 to the APC members. The document will be discussed by Council during their strategic plan review.
 - Building Permit applications are coming in for the single family subdivision on Parkview Cres. (Anderson Hill development). Comments from the APC included expression of a need in the community for smaller, more affordable lots and homes that would be attainable as starter homes.
5. **Adjournment** – The meeting adjourned 1:45 p.m. The next regular meeting is scheduled for Thursday, April 18, 2019.

(Douglas / Washington) CARRIED

Davina Hartwell - City Clerk



Ken McRae – Chair