



**Summary Report / Minutes of the Advisory Planning Commission Meeting
(Held on October 29, 2020
Via remote access through Zoom, at 12:00 p.m.)**

Commission Members Present

Ken McRae (Chair)
John Douglas (Vice-Chair)
Callan Noye
Stefanie Weber
Amy Anaka
Ed Francoeur
Jim Tatoosh, Hupačasath F.N.
Chris Washington, S.D.70 Liaison
Councillor Deb Haggard, Council Liaison
Peter Dione (Alternate–R.C.M.P.)

Guests

Members of the Public: None
Applicant/s: Lindsay Monk
Shannon Zimmerman, Tara Schmidt
Rob Whetter

Staff

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

Regrets

Cynthia Dick, Tseshah (č išaa?ath) F.N.
Rick Newberry, P.A.F.D. Liaison
Rob Gaudreault, Parks Liaison

Alternates (not in attendance)

Larry Ransom (Alternate–SD70)
Councillor Helen Poon (Alternate–Council)
Darren Mead-Miller (Alternate – Tseshah 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 Tseshah (č išaa?ath) First Nations.

2. MINUTES - Adoption of August 20, 2020 Minutes as amended.

MOTIONS:

That the City of Port Alberni Advisory Planning Commission adopt the minutes of the August 20, 2020 regular meeting.

(Washington / Douglas) CARRIED

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

4305 Kendall Avenue Lot B, District Lot 92, Alberni District, Plan VIP86344 (PID: 027-829-634)

Applicant: S. Goldvine dba BC Housing Management Commission

- The Development Planner presented a summary of his report dated October 23, 2020.
- APC discussed the proposed amendments and report as follows:
 - The history of the parcel was noted. CMHA developed the neighboring parcel, and currently owns that site. The CHMA development is considered to have been a positive development for the area, despite initial opposition from the neighbourhood.
 - It was asked if there are plans for the remainder of the parcel. City Planning staff indicated that no specific plans were discussed with the applicants. In past the applicants have suggested that they may wish to develop affordable multi-family

housing in the future, and therefore maintaining the RM2 zone on the remainder of the parcel makes sense. T. Schmidt (BC Housing Development Manager) noted that BC Housing would like to retain possible multi-family housing options on site.

- It was clarified that the proposed Mother's Centre is a joint partnership with BC Housing, M'akola and the Huu-ay-aht.
- The APC discussed why the project is exclusively for Mother's and children, and there were concerns that men also raise children and need services. The merits of also keeping services for men and women separate was discussed. The project representatives clarified that safety was one objective for keeping these services separate, but the main reason for gearing this project towards women and children is because of the conditions of funding for the project.
- The Architect also confirmed that there is a line of funding specifically for mother's and children, and that the building has been designed with this in mind. A separate discussion should be had regarding services for fathers and children.
- Several technical issues were brought forward regarding the proposed amendments and it was suggested that the definitions be reviewed for consistency and integration into the existing Zoning bylaw.

MOTIONS:

1. That the Advisory Planning Commission recommends to City Council that the City proceed with the following bylaw amendments, with respect to Lot B, District Lot 92, Alberni District, Plan VIP86344 (PID: 027-829-634) located at **4305 Kendall Avenue:**

- a) **Amend the Official Community Plan (Schedule A - Future Land Use Map) to change the designation on a portion of 4305 Kendall Avenue from '**Multi-Family Residential**' to '**Institutional**'.**
- b) **Amend the Official Community Plan (Schedule B - Development Permit Areas Map) to remove a portion of 4305 Kendall Avenue, from **Development Permit Area No. 1 - Multiple Family Residential**.**
- c) **Amend the Zoning Bylaw (Schedule A – Zoning Map) to change the zoning on a portion of 4305 Kendall Avenue from '**RM2 Medium Density Multiple Family Residential**' to '**P1 Institutional**'.**
- d) **Amend the text of the Zoning Bylaw by adding the following text to Section 4 – Definitions:**
 - “Mother's Centre: means a shared and independent residential living space with built in supports for women and children, such as counselling and childcare, and an administrative component such as office space, but does not include intensive health care services.”

- e) *Amend the text of the Zoning Bylaw by adding the following text to 5.34.4 Site Specific uses of the P1 Institutional Zone:*

"E. Site – A portion of 4305 Kendall Avenue – Lot B, District Lot 92, Alberni District, Plan VIP86344 (PID: 027-829-634) as outlined on Schedule A to Bylaw No. 4832:

i. Notwithstanding Section 5.31.1 the following Principle Uses are permitted on the site:

a) Mother's Centre"

- 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 Council proceeds with scheduling a public hearing:*
 - a. Submit security in the amount required for completion of the required Water and Sanitary Sewer and Storm works as determined by the City's Engineering Department.*
 - b. Ensure easements are registered on title as required for site servicing;*
- 3. That the Advisory Planning Commission recommends to City Council that as part of the development process the City complete the following before Council proceeds with Final Adoption of amending bylaw:*
 - a. Register a restrictive covenant on title to ensure development occurs as per the development plans and building designs submitted at the time of application.*

(Washington / Douglas) CARRIED

4. STATUS UPDATE:

- **What's been happening since the last APC meeting:**
 - Housing Needs Report – survey now online at Letsconnectpa.ca
 - DP/DVP pending – VRS seniors housing project at 4000 Burde St
 - Uptown District Revitalization – Phase 2 Engagement
 - Connect the Quays Pathway Grant Application
 - Train Station Building Renovation Grant Application
 - Small Capital Grant Implementation – Harbour Quay
- **Coming to Council in November**
 - Building Relocation (Recycled Homes) report
 - Short Term Rental Staff & APC Recommendations
 - Accessory Dwelling Unit project strategy and timeline
 - Development Permit applications
- **Upcoming Development Applications**
 - 4796 Tebo - Co-op Gas Station (card lock and store)
 - 3483 3rd Ave – R. Anderson Façade Improvement DP
- The Manager of Planning asked APC for suggestions regarding an APC appreciation gesture to give recognition for volunteer's service. APC members felt that it was not necessary as they volunteer to serve the City and during COVID it is wise not to gather together.

5. OTHER BUSINESS- None

- 6. ADJOURNMENT** – The meeting adjourned at 12:45 pm. The next meeting is scheduled for 12:00 pm on **November 19, 2020.**



(/) **CARRIED**

Ken McRae (Chair)

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