



**Summary Report / Minutes of the Advisory Planning Commission Meeting
held on October 20, 2022 at 12:00 p.m.
(Council Chambers, Port Alberni City Hall, 4850 Argyle Street)**

Commission Members Present

Joe McQuaid (Acting as Chair)
Harley Wylie (Alt. – Tseshah̓t (č̓ iṣaaʔath̓) F.N)
Jolleen Dick, Councillor, Hupačasath F.N
Amy Anaka
Callan Noye
Peter Dionne, R.C.M.P. Liaison
Amy Needham, Parks Liaison
Councillor Deb Haggard, Council Liaison

Regrets

Ken Watts, Chief, Tseshah̓t (č̓ iṣaaʔath̓) F.N)
Ed Francoeur (Chair)
Christine Washington, SD70
Ken McRae, (Vice - Chair)
Stefanie Weber
Scott Smith, Dir. of Dev. Services/Deputy CAO
Derrin Fines, P.A.F.D. Liaison

Staff

Marianne Wade, Manager of Planning
Brian McLoughlin, Development Planner
Cara Foden, Planning Technician

Guests

Applicant: Steve Irg
Applicant: Dion Hopkins
Public:

Alternates (not in attendance)

Councillor Helen Poon (Alt.– Council Liaison)
S./Sgt. Mike Thompson (Alt.– RCMP)
Larry Ransom (Alt.– S.D.70)



1. Acknowledgements and Introductions:

The Acting Chair acknowledged that this Advisory Planning Commission (APC) meeting is held within the unceded, traditional territories of the Hupačasath Nation and the č̓ iṣaaʔath̓ (Tseshah̓t) First Nation. Welcome and introductions.

2. Minutes: Adoption of September 15, 2022 Minutes

Motion:

That the City of Port Alberni Advisory Planning Commission adopt the minutes of the September 15, 2022 regular meeting.

(Noye / Dick) CARRIED

3. DEVELOPMENT APPLICATIONS – Official Community Plan and Zoning Bylaw amendments

2601 Burde Street - Block 24, District Lot 139, Alberni District, Plan 1401A (PID:007-437-161)

APPLICANT: S. and T. Irg

- The Planner summarized his report to the APC dated October 5, 2022.
- APC discussed the proposed permit with respect to the following:
 - The APC asked questions about the water and sewer services that would be required.
 - The Planner indicated that a water line was available along Burde St. and the applicant would likely be required to extend the line to service a proposed subdivision.
 - The Planner also indicated that the City Engineer had requested that a Section 219 Covenant be registered on the Land Title in order to ensure that the property owner/s, and/or future property owners, would be required to connect to a city sanitary sewer main if it becomes available. The

proposed OCP and Zoning bylaw amendments would facilitate subdivision but would require the approval of Island Health for appropriate septic system installations.

- The APC voiced concern about increasing development in the upper Burde St. area and asked staff if the City had a plan in place for future servicing of the area. Staff indicated that there is not a plan in place currently however the issue of future servicing would be a subject of review and policy discussion as the new Official Community Plan review continues to move forward. Public engagement has been significant to date.
- The timing of the proposed OCP amendment was discussed as the OPC is currently under review and the new OCP may have implications for the applicant.
- The APC asked for clarification on the impacts of proceeding with amending the OCP while the OCP review project is still active. It was noted that the current OCP contains policy that all development proposals, for land within the 'Future Residential' designation, be subject to preparation and approval of a Neighbourhood Plan. The APC commented that a Neighbourhood Plan had not been required of the applicant and asked for clarification.
- The Manager of Planning provided information regarding the rights of the applicant / landowner and potential ramifications if the City were to attempt to "freeze" the current rights of the landowner for the duration of the OCP review project. Staff also described the density proposed as being consistent with current rural policy in the OCP. The applicant has not proposed an "urban" level of development or density.
- Park dedication requirements will be reviewed during the subdivision process.

Motion:

That the Advisory Planning Commission recommends to City Council that Council support the application with the condition that a Section 219 Covenant be registered on the Land Title to ensure that the property owner/s, and/or future property owners, would be required to connect to a city sanitary sewer main if it becomes available.

(Wylie / Noye) CARRIED

4. DEVELOPMENT APPLICATIONS – Zoning Bylaw amendment

3911 Cedar Street - Lot 5 (DD EX32142) District Lot 112, Alberni District, Plan 43267 PID: 026-235-731;

3909 Cedar Street - Lot 17, District Lot 112, Alberni District, Plan 43267 PID: 004-985-419

APPLICANT: D. Hopkins dba 1077823 BC Ltd.

- The Planner II summarized his report to the APC dated October 5, 2022.
- APC discussed the proposed permit with respect to the following:
 - The APC asked if both properties were being amended to the R3 zone and noted that the R3 zone does not permit secondary suites. The APC were advised that the applicant had indicated to staff that the existing home on 3911 Cedar St. did not currently contain a secondary suite and was aware that rezoning from R1 to R3 would remove the potential for a suite to be created in the existing home.

Motion:

That the Advisory Planning Commission recommends to City Council that Council support the application.

(Anaka / Noye) CARRIED

5. Status Update: OCP Vision and Guiding Principles

- The Manager of Planning gave a verbal update regarding the status of the OCP review project including public engagement to-date. She indicated that the City had received 300 of the surveys that had been made available online and via hardcopy. Five pop-up opportunities had been completed and a number of targeted meetings. A workshop was well attended on September 14th. A “Bull’s Eye” exercise with students and teachers had received positive feedback and Councilor Haggard thanked the Manager of Planning for involving youth in the OCP project.
- Analysis of the public input is being compiled for presentation in a report that will present potential direction for the OCP policy development phase of the project.

6. OTHER BUSINESS:

- The Manager of Planning indicated to the APC that the November Agenda will include a discussion of APC membership as two current APC members are not eligible for reappointment having served the maximum term allowable under the APC Bylaw.

7. ADJOURNMENT: The meeting adjourned at 1:00 pm. The next meeting is scheduled for 12:00 pm on **November 17, 2022.**

(Noye / McQuaid) CARRIED



Ed Francoeur (Chair)