

MINUTES

DEVELOPMENT PROCESS REVIEW COMMITTEE

TUESDAY, 2013-OCT-15 AT 11:30 A.M.

BOARD ROOM, SERVICE & RESOURCE CENTRE, 411 DUNSMUIR STREET



PRESENT:

Committee Members:

Councillor Jim Kipp, Acting Chair
Councillor Bill Bestwick (11:47 a.m.)
Maureen Pilcher, Maureen Pilcher & Assoc.
Greg Constable, Island West Coast Developments
Byron Gallant, Canadian Home Builders' Assoc – CVI
Ian Niamath, Ian Niamath Architects
Rod Smith, Newcastle Engineering (12:10 p.m.)

Absent:

Councill Bill McKay
Bob Wall, RW Wall Ltd.

City Staff:

Toby Seward, Acting General Manager, Community Safety & Development
Andrew Tucker, Director of Planning
Dale Lindsay, Acting Director of Development
Dean Mousseau, Manager, Engineering & Subdivision
Bruce Anderson, Manager, Planning & Design
Chris Jackson, Manager, Community Planning
Kris Sillem, Manager, Subdivision Approvals/Deputy Approving Officer
Rob Lawrance, Environmental Planner
David Stewart, Planner
Holly Pirozzini, Administrative Assistant

Guests:

Councillor Diane Brennan

1. CALL TO ORDER

The meeting was called to order at 11:35 a.m.

2. ADOPTION OF MINUTES

It was MOVED and SECONDED that the minutes of 2013-Sep-10 be adopted.

CARRIED

3. Riparian Area Regulations

Rob Lawrance advised that Council requested a review of the riparian area regulations on 2012-Dec-17. He stated that an interim report was presented to Council July 2013 that listed 50 recommended options. The Staff Procedures Guide and review of Development Permit Guidelines report will be provided to Committee Members for their review and discussion at the next meeting, prior to going to Council in December.

4. Format for Forum in December

The Committee moved discussion of this item on the agenda ahead of the Small Lot Subdivision issue.

Councillor Bestwick arrived at the meeting.

The Committee agreed that the Forum would be held on Wednesday, 2013-Dec-04, lunch would be from 11:30 a.m. – 12:30 a.m. and the meeting from 12:30 p.m. – 2:00 p.m. Round table discussions are preferred with each Committee member sitting at a different table to lead the discussion, so participants could move from table to table. Staff were requested to distribute an agenda for the Forum within a week after the next DPRC meeting in November and to provide a list of the Committee's accomplishments at the Forum. It was requested that staff be present at the Forum and included in the discussion and that after the Forum, a summary of key topics be sent to those who attended, with an action plan for key topics that were discussed.

Staff commented that information from this Forum could be brought to the Canadian Home Builders' Association Forum in January.

5. Small Lot Subdivision

Bruce Anderson stated that staff was directed by Council on 2013-Sep-09 to review the Small Lot (R2) Zone respecting subdivision scale and mix of lot sizes in subdivisions.

David Stewart provided a PowerPoint presentation outlining the history of the Small Lot Zone; the current number of lots zoned R2 in Nanaimo (463); a comparison of Nanaimo's R2 Zone to other municipalities (Victoria, Langford, Port Coquitlam, Kamloops); options (policy, regulation, guidelines or subdivision); Design Guideline Categories; and next steps.

Rod Smith arrived at the meeting at 12:10 p.m.

Committee's comments:

- What is the percentage of small lots in a subdivision and is grouping them together desirable? Staff responded that there are 32 small lot subdivisions in Nanaimo. The subdivision design is important, as well as quality rather than quantity.
- Nanaimo doesn't have Design Guidelines or require development permits for small lot housing.
- Avoid a mono-culture community; all one type of housing.
- Avoid creating guidelines focusing on minor aesthetic issues relating to the house, instead focus on the subdivision layout.
- Locate small lot housing near amenities.
- The basis of a small lot subdivision is that it fits the need for more affordable housing.
- The Design Panel looks at aesthetics for a development, but these recommendations often cost more.

Staff comments:

- Guidelines are needed at the rezoning and subdivision stages.
- Steep Slopes R10 Zone allows small lots and has guidelines for these.
- Other municipalities regulate quality rather than quantity through guidelines for small lot subdivisions.

It was suggested that a large number of small lots in a development will create a huge drain on servicing. Rod Smith advised that there is usually not a substantial difference in servicing a development that has a mixture of regular lots and small lots.

Dave Stewart distributed copies of an Information Report to the Committee for further review at the next meeting, prior to an Information Report going to Council.

Councillor Brennan stated that there is an opportunity for bias against small lot subdivisions for social reasons and that she is now satisfied that the Committee understands this.

Councillor Brennan left the meeting at 1:00 p.m.

6. Committee Participants

It was suggested that Committee Members provide names of an additional member, specifically with a financial background, as well as any other suggestions for changes to the Committee's composition at the next meeting in November.

7. OTHER ITEMS:

Dale Lindsay advised the Committee about the recent Inter-Community Business Licencing Program which establishes inter-community business licencing and regulation of trades, occupations and businesses between participating municipalities. He stated that he will have more information by the end of November regarding the number of other communities that wish to be included in this program.

8. NEXT MEETING

The next meeting will be held on Tuesday, 2013-Nov-12, at 11:30 a.m., Board Room, Service & Resource Centre.

9. ADJOURNMENT

The meeting adjourned at 1:05 p.m.

APPROVED:

Chair
J. Kipp