

MINUTES

DEVELOPMENT PROCESS REVIEW COMMITTEE

TUESDAY, 2013-JUL-30 AT 11:30 A.M.

BOARD ROOM, SERVICE & RESOURCE CENTRE, 411 DUNSMUIR STREET



PRESENT:

Committee Members:

Councillor Bill Bestwick, Chair

Councillor Bill McKay

Greg Constable, Island West Coast Developments

Byron Gallant, Canadian Home Builders' Assoc – CVI

Ian Niamath, Ian Niamath Architects

Maureen Pilcher, Maureen Pilcher & Assoc.

Absent:

Councillor Jim Kipp

Rod Smith, Newcastle Engineering

Bob Wall, RW Wall Ltd.

City Staff:

Andrew Tucker, Director of Planning

Toby Seward, Director of Development

Brian Clemens, Director of Finance

Dale Lindsay, Manager, Building Inspections

Bruce Anderson, Manager, Planning & Design

Dean Mousseau, Manager, Engineering & Subdivision

Alan Kemp, Urban Forestry Coordinator

Kimberley Botham, Steno

1. CALL TO ORDER

The meeting was called to order at 11:39 a.m.

2. ADOPTION OF MINUTES

It was MOVED and SECONDED that the minutes of 2013-Jun-11 be adopted.

CARRIED

3. Tree Bylaw Review

Alan Kemp gave a PowerPoint presentation to the Committee entitled "Urban Forest Strategy & Tree Management and Protection Bylaw", in which was outlined some of the changes that will take effect through the updated Tree Bylaw.

Committee's comments:

- Concern expressed regarding the current requirement to tag every tree on the development site. It would be preferable to have to only tag the trees that are proposed to be kept.
- Inquiry as to whether there is a standard as to which trees are most valuable in terms of carbon footprint and if there is a plan specifying the minimum number of trees for optimum carbon neutrality.
- Inquiry as to whether the Tree Bylaw changes will affect the Landscape Bylaw (Part 17 of the Zoning Bylaw).

- Concern expressed that, while a Tree Management Plan is instituted for a development site, restricting which trees can be removed, once the property owner takes possession of the property, they can remove those same trees.

Staff's comments:

- The revised Tree Bylaw will require only that significant trees be identified. As well, when a tree is removed, a replacement tree or trees will be required to maintain the carbon neutrality quota.
- There is no plan in place for an optimum number of trees for carbon neutrality. A goal has been discussed, but no plan has been established.
- The Part 17 of the Zoning Bylaw will be reviewed; it is not clear whether changes to the Tree Bylaw will affect the Part 17 of the Zoning Bylaw. Landscaping and Tree Bylaw requirements could be considered in conjunction with the PLA plan.
- Tree removal by homeowners post-development will be addressed in the revised Tree Bylaw.

It was MOVED and SECONDED that Alan Kemp and Dean Mousseau return to the next meeting to address this topic further. Copies of the Urban Forestry Management Strategy, the draft "TREE PROTECTION BYLAW NO. 7126" and a list of the 23 proposed changes to the Tree Bylaw will be sent to the Committee for review prior to the next meeting.

CARRIED

4. Development Cost Charge (DCC) Review

Brian Clemens gave a PowerPoint presentation on the use, structure, and purpose of DCCs in Nanaimo, including comparisons with other municipalities and information on a DCC review for 2013. A number of questions were posed by the Committee on how DCC percentages were calculated and the formula used to derive the DCC structure. Brian noted that the Provincial "Best Practices" suggest using density as a factor in determining DCCs and that DCCs should reflect the cost of service for the property.

As DCCs is an important issue, the Committee agreed that this topic be brought forward to a future Committee meeting.

5. Development Fees Review

Bruce Anderson provided a copy of the Report to the Development Process Review Committee and the "DEVELOPMENT SERVICES DEPARTMENT FEES AND CHARGES AMENDMENT BYLAW 2013 NO. 7016.04" for the proposed fee changes to the Development Fees and Charges Bylaw.

It was MOVED and SECONDED that the Committee accept the proposed fee changes to the Development Fees and Charges Bylaw.

CARRIED

6. City of Vancouver Permits and Licences – Red Tape Free Zone

Andrew Tucker reviewed a graphic with the Committee put out by the City of Vancouver advertising and highlighting improvements and accomplishments they have made. Andrew queried the Committee on whether they see value of doing a similar graphic for the City of Nanaimo / DPRC on achievements made in streamlining processes.

The consensus of the Committee is that it would be a good idea to issue our own graphic or summary that is a little more detailed than Vancouver's to better highlight the accomplishments the Committee has made.

7. Communication

Maureen Pilcher read a letter from a business colleague regarding the approach taken by the City in review/approval of projects. Concern was raised that City staff may not discuss requirements with the applicant prior to sending out correspondence. The Committee discussed customer service and the effectiveness of the Committee and how that might be measured. It was noted that the DPRC meetings is a good place to focus on customer service.

The Committee agreed to bring this topic forward to the September DPRC meeting.

8. NEXT MEETING

The next meeting will be held on Tuesday, 2013-Sep-10, 11:30 a.m., Service & Resource Centre, Board Room.

9. ADJOURNMENT

The meeting adjourned at 1:15 p.m.

APPROVED:

Chair JKPP