



**MINUTES**  
**NANAIMO ADVISORY PLANNING COMMITTEE**  
**HELD TUESDAY, 2013-APR-16 AT 5:00 PM**  
**BOARD ROOM, SARC, 411 DUNSMUIR STREET**

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**MEMBERS PRESENT:**

Fred Pattje, Chair  
Carey Avender  
Jim Goldsack  
Michael Harrison  
Ellen Ross  
Randall Taylor

Brian Anderson  
Sarah Boyd  
Ted Greves  
Jim Kipp  
Nadine Schwager

**MEMBERS ABSENT:**

Chris Cross

Darwin Mahlum

**STAFF PRESENT:**

Deborah Jensen, Community Development Planner  
Sheila Herrera, Planner  
Cindy Hall, Recording Secretary

**OTHERS PRESENT:**

Jack Anderson, Anderson Greenplan Ltd.  
Ian Niamath, Ian Niamath Architect  
Jacquie Howardson, Neighbours of Nob Hill  
15 members of the public

Violet Hayes, Samaritan House (Island Crisis Care)  
Dan Appell, Neighbours of Nob Hill  
Maureen Pilcher, Maureen Pilcher & Associates

**1. Call to Order**

The meeting was called to order at 5:00 pm.

**2. Adoption of Minutes**

It was moved and seconded that the Minutes from 2013-FEB-19 be adopted. The motion was carried.

**3. Approval of Agenda and Late Items**

The agenda was approved as presented.

**4. Correspondence**

None.

**5. Presentations**

None.

## 6. Information Items

### a. APC Membership Terms Expiring 2013-JUN-30

D. Jensen advised that the terms for the Vancouver Island Real Estate Board representative (D. Mahlum), Neighbourhood Association representative (N. Schwager), and Environment Community representative (E. Ross) will expire on 2013-JUN-30. A letter will be sent to the Real Estate Board requesting a replacement, and newspaper ads will be placed regarding the other two seats.

## 7. Old Business

None.

## 8. New Business

### a. Rezoning Applications

#### i. RA312 - 359 Nicol Street

S. Herrera introduced the application.

J. Anderson gave a presentation on the application to rezone property located at 359 Nicol Street from Single Dwelling Residential (R1) to Community Service One (CS1), in order to expand the Samaritan House personal care facility, which is located on the adjacent lot (355 Nicol Street).

V. Hayes advised that Samaritan House opened in the mid 1980's, and became exclusive to women when the New Hope Centre opened. It presently has 20 emergency beds and 4 transition beds. The main purpose of the expansion will be to provide space to run programs.

#### Committee Comments

The Committee inquired if the residents are homeless or if they have specific problems, what response time from the police is, and whether the expansion will include an increase in the number of shelter beds.

V. Hayes advised the bike cops stop by regularly and 911 emergency vehicles arrive quickly when called. The shelter is low barrier and residents are homeless or at risk of homelessness, with mental health being the major health challenge. They are not planning to increase the number of shelter beds at the moment, but do want to reconfigure them into smaller dorms. The expansion's purpose is primarily to add space for programs.

J. Anderson advised that a community charrette was held in the summer after Island Crisis Care Society purchased the lot adjacent to Samaritan House, and an open house was held in October. The concept being presented addresses

most of the concerns raised at those events. It fits within OCP policies and the Southend Neighbourhood Plan policies, and the key element in the design is to maintain flexibility to changing community needs.

The two lots are only 40 feet wide so consolidating them is a critical factor. There will be parking for guests and secure parking for staff. They are prepared to enter into discussions with the City regarding use of the lane.

In response to a question from the Committee regarding minimum depth requirements, S. Herrera advised that the lot coverage shown on the plan is 39%, and the maximum allowable in the CS zone is 40%. A variance might be required for a front yard setback, but that will be dealt with in the development permit review.

It was moved and seconded to recommend that Council approve RA312. The motion was carried.

b. Official Community Plan Amendment Applications/Rezoning Applications

- i. OCP59/RA307 – 575 Milton Street  
OCP60/RA306 – 533, 537, 555 Milton Street

D. Jensen introduced the applications. They will allow for multiple-family dwelling developments at 533, 537, 555 and 575 Milton Street. They meet the requirements of the Neighbourhood designation, but do not meet the policies in the Old City Neighbourhood Concept Plan so require OCP amendments. They also require zoning amendments.

I. Niamath displayed the site plan for a proposed 20-unit development at 533, 537 and 555 Milton Street. They are seeking conformance to the requirements of the OCP and Zoning Bylaw, as conditions of current zoning indicate that the property is designated commercial, so does not permit residential uses. The area is in transition and is conducive to residential, so they would like to create small units which would be affordable and increase density.

He displayed the site plan for the proposed 18-unit development at 575 Milton Street which will include four live/work units in order to permit a commercial use. The project at 575 Milton Street will only be for residential purposes.

Committee Comments

The Committee inquired what material was proposed for the exterior of the buildings, what the amenity area is, and whether the nearby E & N rail line would affect the development.

I. Niamath advised the project's building materials would be considered at the development permit stage. The amenity area is a landscaped area for residents,

and after discussions with Parks and Recreation, the railway will be included in that area as an amenity. They had considered approaching the Island Corridor Foundation about having a train stop at the development, thus the name "Milton Station". A reduced density is now proposed however, which would not make that suggestion feasible.

#### Committee Comments

The Committee inquired whether this density change was a result of feedback from the Old City Neighbourhood Association, what type of zoning amendment will be required, how many parking spaces will be required for the live/work units, and whether any retail would occur out of the live/work spaces.

I. Niamath replied he had several meetings with staff which resulted in the density now being proposed. The parking ratio fits within the zoning requirements on the size of the units, and no parking spaces are being provided for commercial uses.

S. Herrera stated a text amendment to the zone is being proposed to allow for the planned uses.

She advised live/work use is not included in the parking bylaw, and therefore does not indicate how to calculate the number of spaces required. Staff therefore started with a typical retail space, added up commercial floor area and used that to determine the amount of parking required. The calculation was also challenging because live/work is a flexible space and not necessarily used for commercial.

D. Appell advised that he is in favour of the proposed development and looks forward to the improvement and landscaping on the sites. He welcomes the rezoning and looks forward to the contribution that the development will make to the community.

J. Howardson advised that several years ago, the association highlighted that site as needing redevelopment, so is very pleased with the presentation. She likes the openness, and that people can be part of the streetscape. She acknowledged that density will increase, but thinks it will fit in with the plan.

D. Jensen advised that staff cannot predict what the live/work units will be used for. The Neighbourhood designation does not provide for a large amount of commercial within a neighbourhood. However, commercial exists two blocks away in the Urban Node. In light of significant interest in the Milton Street area in the last two years, a broader approach has been taken, and multi-family is proposed to be added into this section of sub area 2.

It was moved and seconded to recommend that Council approve OCP59/RA306 and OCP60/RA307. The motion was carried.

ii. OCP70/RA310 – 3500 Hillside Avenue and Pacific Edge Way

D. Jensen introduced the application which is to redesignate lands from the Urban Reserve to Neighbourhood; and a zoning amendment application to rezone from Urban Reserve (AR2) and Steep Slope Residential (R10) to Single Residential (R1) to allow for a residential development.

M. Pilcher advised that the property is difficult to develop because there is arsenic in the area's water source, a lack of services to hook up to, and environmental and topographical constraints. Because the property in question is in the Urban Reserve, the applicant is proposing to dedicate a separate 17 acres to the City for use as parkland, if the property in question can be redesignated. This would allow the applicant to construct an additional six single family lots on the site. The proposal meets RS1 zoning requirements, no variances will be required, and no objections have been received from residents in the area.

Committee Comments

The Committee inquired whether the lots would have access to City water, and what works and services will be constructed on the frontage.

The Chair commented that, generally, redesignating small portions of the Urban Reserve is not supported.

M. Pilcher replied the lots will be eligible to hook up to City water if they are removed from the Urban Reserve, and dedication of 17 acres of parkland far offsets the piece being taken out of the Urban Reserve.

It was moved and seconded that members of the public in attendance be permitted to speak. The motion was carried.

A member of the public advised he had not received notification from the developer regarding the public meeting. If he had known, he would have attended and voiced his objection to the development. He was under the impression that no development could occur behind his property. He has now learned that six lots, in addition to the nine lots already approved, are being proposed.

D. Jensen advised that the notification area used for OCP and Zoning Bylaw amendment applications (i.e. 10m within property boundaries), was Council policy, and this notification area was utilized for the applicant's public information session.

D. Jensen also noted that in future, whether the City or residents of the area initiate it, an area plan could be developed for the area, resulting in additional urban development. Presently, more homes than what have already been approved, could be built on this site (within the Neighbourhood designation).

Bill Stewart, 3481 Hillside Avenue advised that he also did not receive notification of the public meeting. He stated the development will increase traffic flow on Hillside Avenue, and he would like to see traffic calming done to mitigate it.

M. Pilcher explained that Mr. Stewart did not receive a notice as his property is just outside the notification boundary.

S. Herrera stated this is a bare land strata with a shared common driveway. Works and services are already complete on Hillside Avenue through the previous completed subdivision, but will be extended on the new side. Pacific Edge Way is a private access road to the strata lots.

D. Jensen advised what the next steps in this process will be. In May, a recommendation from the APC will go to Council, and if Council chooses to give the related bylaws 1<sup>st</sup> and 2<sup>nd</sup> readings, the bylaws will then go to public hearing. The existing signage on the property will be updated to include the public hearing date.

It was moved and seconded to recommend that Council approve OCP70/RA310. The motion was carried.

c. South Downtown Waterfront Concept Plan

C. Jackson provided an overview of the proposed Concept Plan. He reviewed the Plan's Terms of Reference, and the Mandate and Objectives for its Advisory Committee. This collaborative planning process will be multi-jurisdictional and include land owners, lease holders, adjacent neighbourhood associations, government agencies, Snuneymuxw First Nation, Nanaimo Port Authority and Regional District of Nanaimo.

The Concept Plan is the first phase of a multi-phased project. It will be a non-regulatory document focusing on developing guiding principles, relationships, and a long-term vision for the area. Concepts that emerge from this phase will frame specific land use planning, policy making, servicing and development discussions in subsequent phases.

A Request for Proposal will go out to retain a consultant to assist with the project, and the estimated completion date for the Concept Plan is 2013-DEC-31.

APC will be regularly updated on the Plan progress.

d. OCP Five Year Review

D. Jensen advised that a report will be submitted to Council in May requesting approval for staff to initiate a five-year review of the OCP. Some key elements of the

review will be to include the Regional Growth Strategy, review large properties, and consider detailed housekeeping amendments. The review will consider what APC members would like to see changed in the OPC, as well as what City departments indicate is working or not working. There will be two stages; the first round of amendments are expected to be completed by the end of 2013, and the review completed by the end of 2014.

e. Harewood Neighbourhood Plan Update

D. Jensen advised that a 'Concepts and Options' Open House was held on Saturday, 2013-APR-13 with approximately 130 people in attendance. A large amount of positive feedback was received, and few negative comments. Information from the previous events held, as well as a composite neighbourhood image from the design charrette, were included in the information provided at the Open House.

She noted that people holding a rally in support of saving Colliery Dam attended the Open House, as they would like to see the dam area included as part of the neighbourhood plan area.

She gave an overview of the display boards presented at the Open House, which are also available for viewing on the City's website.

Two options were presented. Concept A was a refinement of the corridor area, reorienting the overall Corridor into three specific corridor types.

Concept B built upon Concept A by extending the Village Corridor and increasing residential density around the commercial centres. This is a key element of this concept for allowing aging in place.

Two local service centres are proposed; one at Fourth Street and Bruce Avenue, and the other one will be located near the Tillicum Lelum housing project.

Overall, the preference seems to be for Concept B, but are waiting for further public comments.

BC Hydro granted \$20,000 to have Stantec write energy policies for inclusion in the neighbourhood plan.

The deadline to provide feedback online regarding this phase of the proposed neighbourhood plan is 2013-APR-26. The next event will be held on 2013-MAY-11 when a draft plan will be presented.

f. Food Charter/Food Strategy Update

D. Jensen advised that approximately 65 people attended this event on

2013-MAR-09. Everyone was keen for the strategy to proceed, and identified key issues they wanted addressed.

Staff are proposing to focus on the key areas, develop a draft food strategy, and take that back to the public for feedback.

#### Committee Comments

The Committee inquired whether there was discussion regarding food from the ocean, whether First Nations were involved, and what the next steps will be.

D. Jensen replied that, surprisingly, a minimum amount of discussion occurred around the topic of food from the ocean, and First Nations were invited but did not attend. The next steps in the process will be to send an information report to Council followed up by another public event. Staff will then write a draft strategy which will go out to the public for feedback.

### **9. Next Meeting**

The next regular meeting of APC is scheduled for 2013-MAY-21. Chair Pattje will be unable to attend, so B. Anderson will be Acting Chair.

### **10. Adjournment**

The meeting adjourned at 6:55 pm.