

## AGENDA

### DEVELOPMENT PROCESS REVIEW COMMITTEE

TO BE HELD TUESDAY, 2013-MAR-12 AT 11:30 A.M.

**BOARD ROOM, SERVICE & RESOURCE CENTRE, 411 DUNSMUIR STREET**

---



1. Call to Order
2. Adoption of Minutes 2013-Feb-26
3. Guest Speaker  
Toby Gorman re: infill development and developer/City/resident communication
4. What's Building in my Neighbourhood? – Sheila Herrera

#### UNFINISHED BUSINESS:

5. Development Permit Review – Bruce Anderson
  - a) Landscape Guidelines
  - b) Design Guidelines
  - c) Concurrent processing

Note: Kevin Krastel, Chair of the Design Advisory Panel, Councillor Fred Pattje, Chair of the Nanaimo Advisory Planning Committee, and Renee Lussier, Landscape Architect, have been invited to participate in this discussion.

6. Workplan 2013

#### NEXT REGULAR MEETING:

7. Tuesday, 2013-MAR-26, 11:30 a.m.
8. Adjournment

## DEVELOPMENT PROCESS REVIEW COMMITTEE WORKPLAN - 2012

### Action Items:

	ITEM	STATUS
1	Single Family Building Permit Process review	Completed review of plan check procedure and processing times.
2	Commercial Building Permit Process review	Completed review of plan check procedure and processing times.
3	Citizens Guide	Developed a brochure as a guide for permit process for houses. Report to Council from DPRC Chair 2012-JUN-25.
4	Development Cost Charges Policy review	Completed review of Development Cost Charges policy and subdivision to increase lot yield. Report to Council 2012-MAR-13.
5	Building Permit Fees Review	Completed review jointly with Nanaimo Home Builders' Assoc. & construction industry representatives. Report to Council 2012-SEP-10.
6	Public Hearing Process review	Completed review of the option of waiving Public Hearings to allow the opportunity for Council to approve at 3 <sup>rd</sup> Reading or Adoption, non-controversial Zoning Bylaws. Report to Council from DPRC Chair 2012-MAY-14.
7	Amenities/ Community Contributions review	1. Completed review and recommended a starting point for all community contribution discussions of: (a) \$1,000 per door for multi-family developments; (b) \$34 per m <sup>2</sup> for commercial and industrial development; and 2. Further refinements of the Development Amenity Policy established by the Official Community Plan (Section 7.3) as part of any future Neighbourhood Plans. Report to Council from DPRC Chair 2012-JUN-25.
8	Solar Hot Water Regulation review	Completed review and <i>declined</i> the invitation by the Province to participate in Solar Hot Water Ready Regulations for single-family development and homes with suites. Report to Council 2012-MAY-28.

### GUEST SPEAKERS/PRESENTERS

NAME	SUBJECT	DATE	OUTCOME
Dr. Patrick Ross, Patrick Ross Consulting	Customer Service Initiative	2012-Jan-12	"Enhancing Customer Service" Report
Rick Jones, Urban Design Group	Zoning Bylaw Corridor Zoning	2012-Feb-28 2012-Apr-24	Deferred to April DPRC meeting. Staff directed to draft a report to Council
Maureen Pilcher, Maureen Pilcher & Associates	Public Hearing Process	2012-Mar-13  2012-Apr-10	Staff to review the option of Council considering Third Reading of a Rezoning application Bylaw at an Open Council meeting, immediately following the Public Hearing. Reviewed draft Report. Staff directed to forward an amended report to Council.
Keith Brown, Keith Brown Associates Ltd.	Amenities/ Community Contributions	2012-Mar-13	Presentation received.
Paul Rollo, GP Rollo & Associates	Amenity Contributions	2012-Mar-27	Staff to review Rollo Report from 2009.
Ron van Wachem President, Nanaimo Shipyard Group	Brechin/Newcastle Neighbourhood planning process	2012-Jul-10	Presentation received.
Sasha Angus, CEO, Nanaimo Economic Development Corp.	Update on NEDC	2012-Oct-09	Presentation received.

**DEVELOPMENT PROCESS REVIEW COMMITTEE WORKPLAN - 2013****Action Items:**

1	Corridor Zoning review	Reviewed in 2012 and deferred Design Guidelines for Corridors to 2013.
2	Streamlining of Referrals (a) Engineering Referrals review (b) Public Works Referrals review	(a) Reviewed the Engineering referral process for Commercial Building Permits.
3	Residential Guidelines review	Reviewed and amended Resident Worksheet.
4	Development Permit Process review	Presentation to DPRC Feb.12 & 26.
5	Development Permit Fees review	
6	Riparian Implementation review	Council authorized a review by ACES and DPRC. Workshop scheduled for 2013-Mar-20.
7	Subdivision Process review	
8	Downtown Zoning review	
9	Sustainability Design Guidelines review	
10	Landscape Guidelines review	
11	Steep Slope Guidelines review	
12	Parking Bylaw review	
13	Duplex to Fourplex Illegal Conversions	
14	Toilet Rebates	Council Report Mar.12 for Toilet Rebate Program to be included in review of 2008 Water Conservation Strategy.

**GUEST SPEAKERS/PRESENTERS - 2013**

NAME	SUBJECT	DATE	OUTCOME
Toby Gorman 3240 Granite Park Road, Nanaimo	<ul style="list-style-type: none"> <li>Infill development</li> <li>developer/City/resident communication</li> </ul>	2013-Mar-12	