

# MINUTES

## DEVELOPMENT PROCESS REVIEW COMMITTEE

TUESDAY, 2012-MAY-22 AT 11:30 A.M.

BOARD ROOM, CITY HALL, 455 WALLACE STREET

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### PRESENT:

#### Committee Members:

Councillor Bill McKay, Acting Chair

Councillor Jim Kipp

Greg Constable, Island West Coast Developments

Maureen Pilcher, Maureen Pilcher & Assoc.

Rod Smith, Newcastle Engineering

Byron Gallant, President, Canadian Home Builders' Association – CVI

Bob Wall, RW Wall Ltd.

#### Absent:

Councillor Bill Bestwick

Ian Niamath, Ian Niamath Architects

#### City Staff:

Ted Swabey, GM, Community Safety & Development

Andrew Tucker, Director of Planning

Toby Seward, Director of Development

Bruce Anderson, Manager, Community Planning

Dale Lindsay, Manager, Building Inspections

Kimberley Botham, Steno, Building Inspections

Holly Pirozzini, Administrative Assistant

### 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 2012-May-08 be adopted.

CARRIED

### 3. Amenities/Community Contributions – Draft Staff Report

Staff presented a draft report respecting amenity contributions for the Committee's review.

The Committee requested that Staff prepare a report to Council with the following recommendations:

That Council endorse:

1. a baseline or starting point for all community contribution discussions of:
  - (a) \$1,000 per door for multi-family development;
  - (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.

It was MOVED and SECONDED that the report be received.

CARRIED

4. Amended Residential Guide

Staff gave a PowerPoint presentation respecting “A Citizen’s Guide to Constructing One- and Two-Unit Residential Dwellings in Nanaimo” and advised that the Canadian Home Builders’ Association – CVI has reviewed and provided assistance with creation of the Guide.

Committee’s comments/suggestions:

- The Canadian Home Builders’ Association – CVI should be acknowledged in the guide for its contribution (e.g. add the CHBA logo).
- Add more information in the section “Topography and Natural Features” respecting watercourses and riparian areas.
- Amend the Table of Contents section “Tree Removal” to read “Tree Protection and Removal”.
- Add a disclaimer.
- Congratulated staff for creating a comprehensive document that will be extremely useful as a handout for anyone constructing a residential dwelling.

Staff will take into consideration the Committee’s suggestions for amending the Guide and will prepare a report to Council from the Chair of the DPRC Committee.

It was MOVED and SECONDED that the report be received.

CARRIED

5. Building Permit Fees – verbal update

Staff advised that the Committee’s recommendation from their 2012-Feb-14 meeting has been referred to both the Vancouver Island Construction Association and the Canadian Home Builders’ Association – CVI for comment. No specific suggestions were received from the Vancouver Island Construction Association.

The Canadian Home Builders’ Association – CVI made the following recommendations:

- (1) minimum \$500 permit for authorization of an illegal Secondary Suite;
- (2) increase fees for re-inspections and make them more enforceable;
- (3) implement higher demolition fees for residential and commercial construction.

The Committee’s comments:

- Is there information available to determine what’s currently paying for itself and what is costing the City the most money?
- Building Permit fees should not be based on a cost-recovery model.
- Remove the suite enforcement cost from the Building Inspections’ budget when considering cost recovery.

Staff will provide a report to the Committee respecting fees and charges for building inspection.

It was MOVED and SECONDED that the verbal update be received.

CARRIED

6. PNAC Restructuring – verbal update

Staff advised that Council adopted a report on 2012-May-14 which revised the mandate and objectives for the Nanaimo Advisory Planning Committee (formerly called planNanaimo Advisory Committee). The revised Membership removes representatives from Snuneymuxw First Nation, Nanaimo Port Authority, Vancouver Island University, School District 68, Social Planning Advisory Committee, Nanaimo Community Heritage Commission, Advisory Committee on Environmental Sustainability and the Parks, Recreation & Culture Commission, reducing the total number on the committee from 21 to 13. Also, three neighbourhood association members appointed to the Committee was amended to two neighbourhood association members, and that one position be created for the Nanaimo Neighbourhood Network.

It was MOVED and SECONDED that the verbal update be received.

CARRIED

7. Bus Tour

Staff confirmed the date of the bus tour will be Thursday, 2012-Jun-20, from 1:00 pm to 4:00 pm to view various projects (a corridor project, a mixed-use development, a project under construction with a Building Inspector on-site, and an in-stream subdivision). Staff will email a final tour itinerary and meeting location, etc., within the next few weeks.

The Committee suggested that Departmental Managers, as well as all members of Council be invited to attend.


8. NEXT MEETING

The bus tour will replace the June meeting.

9. ADJOURNMENT

The meeting adjourned at 12:45 p.m.

APPROVED:

  
Bill McKay, Acting Chair