



MINUTES
planNANAIMO ADVISORY COMMITTEE
MEETING HELD TUESDAY, 2009-OCT-20 AT 5:00 PM
BOARD ROOM, CITY HALL, 455 WALLACE STREET

PRESENT:

Bill Holdom, Chair
Carey Avender
Allan Davidson
Jane Gregory
Ric Kelm
Ralph Meyerhoff
Randall Taylor

Brian Anderson
Sarah Boyd
Chris Erb
Michael Harrison
Shirley Lance
Nadine Schwager
Joan Wagner

REGRETS:

John Hofman
Michael Schellinck

Darwin Mahlum

STAFF:

Bruce Anderson, Manager, Community Planning
Jeremy Holm, Manager, Current Planning
Deborah Jensen, Community Development Planner, Community Planning
Dave Stewart, Planner, Current Planning
Cindy Hall, Recording Secretary

1. Call to Order

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

2. Adoption of Minutes from 2009-SEP-23

MOVED by C. Erb, SECONDED by J. Gregory that the Minutes from 2009-SEP-23 be adopted. CARRIED

3. Approval of Agenda and Late Items

MOVED by R. Meyerhoff, SECONDED by C. Avender that the Agenda be approved as presented. CARRIED

4. Correspondence

None.

5. Presentations

Zoning Bylaw Review

D. Stewart, Planner, Current Planning Division gave a presentation to PNAC regarding the Zoning Bylaw review. Items relating to this review include:

- The Zoning Bylaw needs to reflect the direction of the OCP (i.e. conducting a zoning bylaw review is an immediate to short-term goal of the OCP). Therefore a review has been undertaken.

- A draft has been prepared which is being reviewed by staff, City committees and stakeholders. Mapping the appropriate zones will follow prior to public review and Council adoption.
- The Zoning Bylaw should reflect the OCP's goals and objectives, and be more user friendly and form based.
- Adding zones for residential, corridor (3), and downtown; fee simple row housing will be included.
- Formatting of the new bylaw will differ from the old bylaw. Charts will be used to make the bylaw more concise and user friendly.
- The use of porches will be encouraged, excluded from lot coverage, and allowed to project.
- Laneways will be encouraged and lot size, lot frontage and lot depth will be reduced to compensate developers for providing laneways.
- Suburban lot size requirement will be reduced from 600m² to 450m², and variable lot sizes will be permitted through subdivision.
- Gross floor area limits for single family dwellings will be eliminated.
- Increased density will be offered in exchange for sustainable building practices such as green roofs. Both commercial and residential uses will be included in some commercial centre and downtown zones.
- Secondary suites will be permitted in accessory buildings.
- The idea of a business park for tech companies is being addressed. The Commercial Industrial Zone would accommodate offices, light manufacturing and their complementary uses.
- The proposed Community Corridor zone will encourage residential use with commercial use. J. Holm advised the City presently has some commercial zones that do not permit residential uses. This zone will provide the option without requiring a rezoning.

PNAC Comments

The Committee inquired about the response rate to the public survey, and asked whether DCC reduction will be used to encourage laneways, whether they will be paved or gravel, and who will provide snow removal.

D. Stewart advised that 16 responses have been received to date. He believes lanes need to be gravel, and that staff can look into DCC's for laneways. J. Holm responded that snow removal is an operational issue.

The Committee inquired how people will be stopped from enclosing porches, and whether they are considered finished living space, as per the building code.

D. Stewart advised the zoning bylaw definition states they are to be open, and not considered finished living space.

The Committee inquired whether pedestrian rights-of-way have been considered.

J. Holm responded these get addressed through subdivision.

The Committee inquired as to maximum height proposed for the Corridor zone, and whether the Zoning Bylaw will reflect minimum and maximum requirements of the building code.

J. Holm stated the zoning will reflect the OCP policies (up to six storeys).

Bruce Anderson further noted that the intent is to maintain development at a scale conducive to surrounding neighbourhoods.

The Committee inquired when the Zoning Bylaw review would next be in front of PNAC, and whether there will be opportunity for the public and City committees to recommend changes to the proposed bylaw. The Committee also stated it would be helpful for them to know the rationale behind the proposed changes.

J. Holm responded they are hoping to return to PNAC in the first half of the year and that there would be opportunity for input into the bylaw.

6. Information Items

None.

7. Old Business

Sandstone Master Plan

D. Jensen advised that following PNAC's recommendation, the Official Community Plan Amendment Bylaw went to Council for first and second reading, and will go to public hearing on 2009-NOV-05.

Bruce Anderson advised that a Master Plan is an amendment to the bylaw that amended the OCP, so is required to go through a process that involves a public hearing.

8. New Business

South End Neighbourhood Plan and Newcastle + Brechin Neighbourhood Plan

D. Jensen advised that Council approved the terms of reference for the two separate neighbourhood plans, and it is anticipated that both will be completed within one year. C. Sholberg is overseeing the South End Neighbourhood Plan and she is overseeing the Newcastle + Brechin Neighbourhood Plan. Attendance was good at open houses held recently, and the next step will be to hold workshops on 2009-NOV-10 (Brechin + Newcastle) and 2009-NOV-12 (South End).

PNAC Comments

The Committee inquired whether a neighbourhood plan could negate measures contained in the OCP.

Bruce Anderson advised that neighbourhood plans act as companions to the OCP, addressing policies for neighbourhoods, but are consistent with the OCP.

OCP / Zoning Bylaws Procedures Review

D. Jensen gave a presentation to PNAC on the role of PNAC in monitoring the Official Community Plan and the Zoning Bylaw.

PNAC Comments

The Committee inquired whether PNAC is always required to be the intermediary between OCP amendment and Zoning Bylaw amendment applicants and Council, or whether recommendations can come solely from staff.

Bruce Anderson replied that reports regarding OCP amendment applications contain PNAC's recommendation first, followed by staff's recommendation. J. Holm advised that reports regarding Zoning Bylaw amendment applications state PNAC's recommendation followed by whether staff concurs with that recommendation; however some rezoning applications specific to single family related development may be directed to Council without a PNAC recommendation.

The Committee inquired to what extent should they be apprised of staff's position prior to them considering an application.

Bruce Anderson responded that PNAC is given information on an application to assist them in the review process, along with general comments regarding staff's opinion of the application.

B. Holdom noted that it is useful for Council to have both broad-based recommendations and recommendations based on professional planning expertise.

PNAC members commented that information provided to PNAC should be a balance of information and staff concerns; with regard to neighbourhood consultation and sustainability, the applicants should show better understanding of the issues, and should more actively consult the neighbourhood.

Staff noted there is no formal requirement for an applicant to consult the neighbourhood, but they are encouraged to do so. Applications are also referred to the Neighbourhood Network. If an application appears to be contentious, the applicant is also encouraged to hold a public information meeting.

Committee members voiced concerns about what PNAC should be considering when reviewing OCP and rezoning applications, whether PNAC should be addressing sustainability issues, and that the building code should not be overlooked.

Staff replied that PNAC should consider how a development fits in with the overall scheme of the neighbourhood, adding that the Design Advisory Panel will consider more specific details of design at the development permit stage. The Chair noted that it is reasonable for PNAC to ask the applicant how they are going to use the site in a sustainable way.

The Committee requested clarification regarding members of the public attending PNAC meetings.

D. Jensen advised that members of the public are welcome to attend PNAC meetings, but it would be up to the Committee to decide on whether to receive presentations.

Revisiting the issue of reporting to Council, Bruce Anderson noted that the Committee cannot defer an item, but can recommend that Council defer making a

decision on an application. The Chair added that PNAC should make a clear recommendation, but could include additional comments separate from the recommendation.

The Committee inquired whether PNAC can recommend to Council that certain actions be taken as part of the rezoning.

Staff replied that PNAC can recommend that Council require rezoning applicants to give consideration to a certain issue.

The Chair noted that PNAC does have the right to state they are unable to make a recommendation until further information is provided.

9. Next Meeting

The next meeting of PNAC is scheduled for Tuesday, 2009-NOV-17.

10. Adjournment

The meeting adjourned at 6:50 pm.

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APPROVED:



Chair

Date