



**MINUTES OF THE MEETING OF THE
planNANAIMO ADVISORY COMMITTEE
HELD ON TUESDAY, 2008-NOV-18 AT 5:00 PM
BOARD ROOM, CITY HALL, 455 WALLACE STREET**

PRESENT:

Bill Holdom, Chair
Chris Erb
Carey Avender
Michael Schellinck
Ralph Meyerhoff
Shelley Serebrin

Jane Gregory
Darwin Mahlum
Nadine Schwager
Gord Turgeon
David Hill-Turner

REGRETS:

Ric Kelm
Shirley Lance

Brian Anderson

STAFF:

Bruce Anderson, Manager, Community Planning
Deborah Jensen, Community Development Planner
Cindy Hall, Recording Secretary

1. Call to Order:

The meeting was called to order at 5:05 pm.

2. Adoption of Minutes:

MOVED by J. Gregory, SECONDED by D. Hill-Turner that the Minutes from 2008-SEP-16
be adopted. CARRIED

3. Approval of Agenda and Late Items:

The agenda was approved with the following additions:

- New Building Code - C. Erb; and
- Announcement - N. Schwager.

4. Correspondence:

No correspondence.

5. Presentations:

No presentations.

6. Information Items:

No information items.

7. Old Business:

a) PNAC Terms of Reference

D. Jensen advised that the revised Terms of Reference were approved by Council on 2008-SEP-29. Significant changes were the addition of permanent members from the Nanaimo Port Authority and Vancouver Island University (VIU), and that PNAC will now also consider zoning amendments.

B. Holdom noted that the Terms of Reference are not clear on whether the Neighbourhood Network nominates the neighbourhood association positions, or whether the neighbourhood associations themselves do this.

Both C. Avender and N. Schwager advised that they were nominated to PNAC by their respective neighbourhood associations.

B. Anderson advised that in order to ensure geographic representation, the clause regarding neighbourhood association members being nominated by the Neighbourhood Network was removed from the Terms of Reference.

R. Meyerhoff inquired as to what constitutes a neighbourhood association.

B. Anderson advised that there are currently approximately 30 neighbourhood associations. Council receives a staff report on PNAC membership applications prior to selecting the new members for PNAC. He also noted that staff have been very clear, through communications and advertising, that both the Neighbourhood Network and neighbourhood associations can nominate people to the PNAC positions.

Discussion:

- As the Neighbourhood Network meetings were not always well-attended, the ability to nominate needed to be expanded. If the Network had longer-standing stability, such as the Chamber of Commerce, they could just be asked for nominations. However, want to ensure that we have good neighbourhood representation.
- Neighbourhood associations are much more localized; would prefer the Network make the nominations.
- The representative from the neighbourhood association is supposed to have an overall neighbourhood interest, and not just be representing their specific area. It is about the whole of the city, not just the area they are representing.
- How does information get back to all of the groups, and how is it brought forward from them?
- Information should be going back and forth from PNAC to the Network and the associations.

MOVED by M. Schellinck, SECONDED by S. Serebrin that correspondence be sent to the Neighbourhood Network and neighbourhood associations advising that PNAC wants to address the concern around who nominates neighbourhood representatives to PNAC.

CARRIED

8. New Business:

a) Co-Chair Appointment

G. Turgeon's was accepted as Co-Chair for the Committee.

b) Other Appointments (update)

D. Jensen advised that correspondence has been received from the Nanaimo Port Authority, VIU, and the Canadian Home Builders' Association, reaffirming their representatives on PNAC. Those letters and the applications received for the vacant positions will be attached to the report going to Council in December.

c) New OCP Applications

D. Jensen advised staff are compiling information on the following new applications and a report will be coming forth to PNAC.

- 1) 1200 Frew Road, 1560/1650 Island Highway South (Sandstone)
Submission of the Master Plan.
- 2) 950 Phoenix Way (Cable Bay Lands)
Request to amend land use designation to Resort Centre for the adjacent property to the existing Resort Centre designation.
- 3) 5600 Vanderneuk Road, 5190 Lone Lynx Lane
Request to amend land use designation from Urban Reserve, for a small section of property, to construct a single family dwelling.
- 4) 446 Milton Street
Request to amend policy to permit a multi-family residential development.

5) General Amendments

Discussion:

- Public meetings will only be held for applications that PNAC deems significant. This should be decided at the January meeting.
- Regarding the Cable Bay application, why wasn't this property included in the previous amendment? At the time, Island Timberlands had first right of refusal on that piece of property.
- Need to look at trail connections through the Cable Bay development to Joan Point Park.

d) 2009 Workplan

D. Jensen advised that staff are preparing terms of reference for neighbourhood plans for the South End and Newcastle areas.

B. Anderson added that the plans will be driven by city staff, with judicious use of consultants. Steering committees will be formed consisting of the various agencies that have a stake in the neighbourhoods in order to guide the process. Preliminary discussions will be held with the pertinent neighbourhood associations prior to the processes starting.

Discussion:

- PNAC will also be taking on the task of reviewing rezoning applications.
- Questioned whether the neighbourhood plans will take into consideration such things as alternative transportation, green space, etc.
- Neighbourhood plans are "fine-tuned versions" of the OCP, which become part of the OCP after they are adopted. They are general guidelines for an area. Only rezonings "cement things". Neighbourhood plans still remain fairly general.
- How will Bill 27 be reflected in the neighbourhood plans?
- Bill 27 (*Green Communities*) covers a range of topics, including targets for reduction of greenhouse gases that will have to be included in the OCP prior to 2010. The RDN is considering a regional target, and the City will await their review to see whether that information can be used in the City's OCP.

- Questioned how the City will be viewing issues such as six-storey wood structures or new furnaces.
 - Staff need to become familiar with Bill 27 (for example, fast tracking green projects).
 - City review on community contributions is not yet complete. Would like to see some consistency in what is expected of developers.
 - B. Anderson advised the height reference in the OCP is about general compatibility for building forms and their transition through areas. It doesn't specifically refer to wood structures, but more about what fits in with the general perception of things.
 - Community contributions are usually determined at the rezoning stage. If the rezoning will increase the property value, the City expects the applicant to provide a donation to be used for such things as parks, social housing, social programs, etc. Some communities use 50% of the increase in the property value as the amount they request.
 - B. Anderson advised Section 7.3 of the OCP sets out guidelines for determining project-related public amenities. There are a range of amenities that a neighbourhood might expect with a new development, and the developer is the tool to provide them.
 - The Chase River Neighbourhood Association has been consulted in the past on what they would like to see as community contributions in their area.
 - This is a huge advantage to having a good neighbourhood association.
 - What will PNAC's involvement be regarding the regional growth strategy? Could PNAC review the RDN documents to determine how it fits in with the City's OCP?
 - B. Anderson advised PNAC will be able to review the six discussion papers the RDN is preparing from information gathered during the consultation process. They will be staged so PNAC will be able to look at them one at a time.
 - PNAC should find it very interesting and useful on what the RDN's statements say about guiding the area adjacent to the city.
 - Reviewing those documents will be added to PNAC's workplan.
 - Will PNAC be involved in any way with the fast-tracking of green projects?
 - B. Anderson advised this would be more on the procedures side of the process. However, as check lists for development applications emerge, PNAC could review them.
- e) N. Schwager advised the Committee that she is no longer working for the RDN, and is now working as a contaminated sites consultant.

9. Next Meeting:

PNAC's annual Christmas Social will be held at Zougla's Restaurant, 2021 Estevan, on 2008-DEC-16 at 5:00 pm.

10. Adjournment:

The meeting adjourned at 6:05 pm.