



AGENDA
COMMUNITY PLANNING AND DEVELOPMENT COMMITTEE MEETING

September 19, 2017, 5:00 PM
Board Room, Service and Resource Centre,
411 Dunsmuir Street, Nanaimo, BC

Pages

1. **CALL THE MEETING OF THE COMMUNITY PLANNING AND DEVELOPMENT COMMITTEE TO ORDER:**
2. **INTRODUCTION OF LATE ITEMS:**
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF MINUTES:**
 - a. **Minutes** 3 - 5

Rescind adoption of Minutes of the Open Meeting of the Community Planning and Development Committee held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Tuesday, 2017-JUN-20 at 5:00 p.m.
 - b. **Minutes** 6 - 8

Minutes of the Open Meeting of the Community Planning and Development Committee held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Tuesday, 2017-JUN-20 at 5:00 p.m. as amended.
 - c. **Minutes** 9 - 12

Minutes of the Open Meeting of the Community Planning and Development Committee held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Tuesday, 2017-JUL-18 at 5:00 p.m.
5. **PRESENTATIONS:**
 - a. **Brian Zurek, Planner, will provide a presentation regarding the Hospital Area Plan - Process Update.**
6. **REPORTS:**
7. **OTHER BUSINESS:**
8. **QUESTION PERIOD:**

9. ADJOURNMENT:

MINUTES
OPEN COMMUNITY PLANNING AND DEVELOPMENT COMMITTEE MEETING
BOARD ROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
TUESDAY, 2017-JUN-20, AT 5:00 P.M.

PRESENT: Members: Councillor J.A. Kipp, Chair
 M. Beaudoin-Lobb
 T. Brown
 R. Finnegan
 A. Griffin
 P. Reynes
 R. Steele
 K. Wardstrom

 Absent: Councillor J. Hong
 Councillor D.M. Brennan
 Councillor G.W. Fuller
 G. Adrienne

 Staff: D. Duncan, Deputy Director, Financial Services
 P. Rosen, Senior Manager, Engineering
 K. Kronstal, Social Planner
 B. Moore, Recording Secretary

1. CALL THE OPEN COMMUNITY PLANNING AND DEVELOPMENT COMMITTEE MEETING TO ORDER:

The Open Community Planning and Development Committee Meeting was called to order at 5:01 p.m.

2. INTRODUCTION OF LATE ITEMS

(a) Agenda Item 6 (a) – Development Cost Charges Bylaw – Change presenter to D. Duncan, Deputy Director, Financial Services.

3. ADOPTION OF AGENDA:

 It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF MINUTES:

 It was moved and seconded that the Minutes of the Regular Open Meeting of the Community Planning and Development Committee held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Tuesday, 2017-MAY-16 at 5:00 p.m. be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

(a) Port Drive Waterfront Master Plan Options

K. Kronstal, Social Planner, provided a PowerPoint presentation on the Port Drive Waterfront Master Plan Options. There will be an open house tomorrow, 2017-JUN-21, at 1 Port Drive from 4:00-8:00 p.m. There will be a survey available to fill out, which will also be available online beginning tomorrow.

The Master Plan looks at options regarding land use, secondary access to the site, transit options as well as pedestrian and cyclist usability. One of the proposed options for the site is the Ocean Discovery Centre.

It was moved and seconded that the Community Planning and Development Committee receive the Port Drive Waterfront Master Plan Options presentation for information. The motion carried unanimously.

(b) Development Cost Charge Bylaw

D. Duncan, Deputy Director, Financial Services, provided a PowerPoint presentation regarding the Development Cost Charge Bylaw update.

Development Cost Charges (DCC's) are monies that are collected from development to offset some of the infrastructure expenditures to service the needs of new development. The *Local Government Act* legislates what these monies can be used for. The presentation included draft DCC rates, as well as a number of rate comparisons, and outlines the substantive changes to the DCC framework. The final DCC plan, once approved by Council, will be submitted to the Inspector of Municipalities for approval.

It was moved and seconded that the Community Planning and Development Committee receive the Development Cost Charge Bylaw presentation for information. The motion carried unanimously.

6. OTHER BUSINESS:

(a) Community Tour

Councillor Kipp would like to schedule a date in July to tour the community and look at new development projects around Nanaimo.

7. QUESTION PERIOD:

No one in attendance wished to ask questions.

8. ADJOURNMENT:

It was moved and seconded at 6:36 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

MINUTES
OPEN COMMUNITY PLANNING AND DEVELOPMENT COMMITTEE MEETING
BOARD ROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
TUESDAY, 2017-JUN-20, AT 5:00 P.M.

PRESENT: Members: Councillor J.A. Kipp, Chair
 M. Beaudoin-Lobb
 D. Appell
 C. Brown
 T. Brown
 R. Finnegan
 A. Griffin
 P. Reynes
 R. Steele
 K. Wardstrom

 Absent: Councillor D.M. Brennan
 Councillor G.W. Fuller
 G. Adrienne

 Staff: D. Duncan, Deputy Director, Financial Services
 P. Rosen, Senior Manager, Engineering
 K. Kronstal, Social Planner
 B. Moore, Recording Secretary

1. CALL THE OPEN COMMUNITY PLANNING AND DEVELOPMENT COMMITTEE MEETING TO ORDER:

The Open Community Planning and Development Committee Meeting was called to order at 5:01 p.m.

2. INTRODUCTION OF LATE ITEMS

- (a) Agenda Item 6 (a) – Development Cost Charges Bylaw – Change presenter to D. Duncan, Deputy Director, Financial Services.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Open Meeting of the Community Planning and Development Committee held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Tuesday, 2017-MAY-16 at 5:00 p.m. be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

(a) Port Drive Waterfront Master Plan Options

K. Kronstal, Social Planner, provided a PowerPoint presentation on the Port Drive Waterfront Master Plan Options. There will be an open house tomorrow, 2017-JUN-21, at 1 Port Drive from 4:00-8:00 p.m. There will be a survey available to fill out, which will also be available online beginning tomorrow.

The Master Plan looks at options regarding land use, secondary access to the site, transit options as well as pedestrian and cyclist usability. One of the proposed options for the site is the Ocean Discovery Centre.

It was moved and seconded that the Community Planning and Development Committee receive the Port Drive Waterfront Master Plan Options presentation for information. The motion carried unanimously.

(b) Development Cost Charge Bylaw

D. Duncan, Deputy Director, Financial Services, provided a PowerPoint presentation regarding the Development Cost Charge Bylaw update.

Development Cost Charges (DCC's) are monies that are collected from development to offset some of the infrastructure expenditures to service the needs of new development. The *Local Government Act* legislates what these monies can be used for. The presentation included draft DCC rates, as well as a number of rate comparisons, and outlines the substantive changes to the DCC framework. The final DCC plan, once approved by Council, will be submitted to the Inspector of Municipalities for approval.

It was moved and seconded that the Community Planning and Development Committee receive the Development Cost Charge Bylaw presentation for information. The motion carried unanimously.

6. OTHER BUSINESS:

(a) Community Tour

Councillor Kipp would like to schedule a date in July to tour the community and look at new development projects around Nanaimo.

7. QUESTION PERIOD:

No one in attendance wished to ask questions.

8. ADJOURNMENT:

It was moved and seconded at 6:36 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

MINUTES
OPEN COMMUNITY PLANNING AND DEVELOPMENT COMMITTEE MEETING
BOARD ROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
TUESDAY, 2017-JUL-18, AT 5:00 P.M.

PRESENT: Members: Councillor J. A. Kipp, Chair
 Councillor D. M. Brennan (vacated 5:55 p.m.)
 Councillor G. W. Fuller
 D. Appell
 C. Brown
 T. Brown
 P. Reynes
 R. Steele

 Absent: G. Adrienne
 M. Beaudoin-Lobb
 R. Finnegan
 A. Griffin
 K. Wardstrom

 Staff: L. Rowett, Manager of Current Planning and Subdivision
 T. Rogers, Planner
 P. Humphreys, Recording Secretary

1. CALL THE COMMUNITY PLANNING AND DEVELOPMENT COMMITTEE MEETING TO ORDER:

The Open Community Planning and Development Committee Meeting was called to order at 5:01 p.m.

2. INTRODUCTION OF LATE ITEMS

- (a) Councillor Kipp advised that David Carter from the Protection Island Neighbourhood Association was in attendance and wished to address the Committee as a late delegation under Other Business regarding ongoing concerns about public boat access in Nanaimo Harbour, to follow Agenda Item 5(a) Cancellation of 2017-AUG-15 Community Planning and Development Committee Meeting.
- (b) Councillor Kipp advised that he would be bringing forward an item under Agenda Item 9 (a) Other Business regarding Affordable Housing.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Meeting of the Community Planning and Development Committee held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Tuesday, 2017-JUN-20 at 5:00 p.m. be adopted as amended to show Committee member Colin Brown in attendance. The motion carried unanimously.

5. ADMINISTRATION:

(a) Cancellation of 2017-AUG-15 Community Planning and Development Committee Meeting

Committee discussion took place regarding confirmation that the next Community Planning and Development Committee meeting scheduled for 2017-AUG-15 has been cancelled.

Councillor Kipp suggested scheduling the community bus tour for the Committee proposed at the 2017-JUN-20 meeting for a date in September after schools are back in session.

6. OTHER BUSINESS:

- a) David Carter, Protection Island Neighbourhood Association, spoke regarding the right of Protection Island residents to have unfettered public access to vital services and amenities in Nanaimo Harbour. He emphasized the importance of the City and waterfront developers considering the boat access requirements of Protection Island residents in initial planning stages to avoid having to fix difficult problems in the future. The potential long-term need for an additional boat ramp to accommodate a future passenger ferry as well as local boat launching was identified.

It was moved and seconded that the Community Planning and Development Committee receive the delegation of Dave Carter on behalf of the Protection Island Neighbourhood Association. The motion carried unanimously.

7. REPORTS:

(a) Rezoning Application No. RA380 – 615 and 699 Harewood Road

Tamera Rogers, Planner, introduced the application to rezone two properties from single-family residential (R1) to 3 and 4-unit residential (R5) to allow a four-plex on each lot. The developer has proposed a community contribution of \$8000 toward improvements to Harewood Centennial Park. If the rezoning application is approved, a subdivision application and development permit will be required.

Michele Hayden, representing de Hoog & Kierulf Architects, provided a presentation with usage details of the project. The location is in close proximity to Vancouver

Island University, Colliery Dam Park and other residential subdivisions. An effort has been made to identify and develop around multiple significant trees on the properties, although a tree management plan suggests some trees will have to be removed. A common parking area is planned to allow 12 parking stalls (standard amount required for R5 zoning) after receiving mixed feedback from neighbours. Some were in favour of a variance for less parking on site but others wanted to avoid street parking due to current overuse of existing street spots by university students.

A prior rezoning application for this site was rejected with a higher density. The developer feels the reduced density in this project is appropriate to allow proper parking for vehicles and bicycles and common green space. Each unit has a ground-level private entry and three bedrooms which should make them desirable and affordable in the housing market. There is room to replace any trees that may have to be removed.

It was moved and seconded that the Community Planning and Development Committee receive the report and recommend approval of Rezoning Application No. RA380 to Council. The motion carried unanimously.

8. CORRESPONDENCE:

- (a) Letter received 2017-JUN-28 from Mr. Dan Appell regarding the South Downtown Waterfront Planning Process
-

Dan Appell spoke regarding current City planning processes involving the South Downtown Waterfront. Committee discussion took place regarding:

- the timing of planning decisions being made;
- traffic circle as primary entrance;
- value of over road access;
- suitability to pedestrian and bike traffic and emergency access;
- jurisdiction legalities; and,
- consideration of the 2014 South Downtown Waterfront Initiative.

Councillor Brennan vacated the Board Room at 5:55 p.m.

It was moved and seconded that the Community Planning and Development Committee receive the correspondence from Dan Appell regarding the South Downtown Waterfront Planning Process. The motion carried unanimously.

6. OTHER BUSINESS: (continued)

- (a) Affordable Housing

Committee discussion took place regarding affordable housing, defining median incomes for families, and establishing a mixed range of housing that fulfills the needs of the youth, elderly, underprivileged and business segments of society.

9. QUESTION PERIOD:

No one in attendance wished to ask questions.

10. ADJOURNMENT:

It was moved and seconded at 6:20 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER