

AGENDA
OPEN COMMUNITY PLANNING AND DEVELOPMENT COMMITTEE MEETING
BOARD ROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
TUESDAY, 2017-MAY-16, AT 5:00 P.M.

1. **CALL THE OPEN COMMUNITY PLANNING AND DEVELOPMENT COMMITTEE MEETING TO ORDER:**
2. **INTRODUCTION OF LATE ITEMS:**
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF MINUTES:**
 - (a) 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-APR-18 at 5:00 p.m. *Pg. 2-5*
5. **PRESENTATIONS:**
 - (a) Mr. Bruce Anderson, Manager, Community and Cultural Planning, to present the 2017 Strategic Directions for the Community Planning and Development Committee approved at the 2017-APR-24 Council meeting. *Pg. 6-7*
 - (b) Mr. Dale Lindsay, Director, Community Development, to provide a presentation regarding the Development Cost Charges Bylaw update.
 - (c) Ms. Karin Kronstal, Social Planner, to provide an update on the Hospital Area Plan.
6. **OTHER BUSINESS:**
7. **QUESTION PERIOD:**
8. **ADJOURNMENT:**

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

PRESENT: Members: Councillor J. Kipp, Chair
 Councillor D. Brennan (arrived 5:53 p.m.)
 Councillor G. Fuller
 Councillor J. Hong
 C. Brown (arrived 5:05 p.m.)
 D. Appell
 R. Finnegan
 G. Adrienne
 A. Griffin
 K. Wardstrom
 M. Beaudoin-Lobb
 P. Reynes
 R. Steele
 T. Brown (vacated 6:12 p.m., returned 6:25 p.m.)

 Staff: T. Samra, Chief Administrative Officer (vacated 5:23 p.m.)
 L. Rowett, Manager of Current Planning and Subdivision
 K. Kronstal, Social Planner
 J. Collinson, Planner
 B. Moore, 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 5:02 p.m.

2. INTRODUCTION OF LATE ITEMS

- (a) Councillor Kipp advised that he would be bringing forward an item under "Other Business" regarding a bus tour of the community.

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 Wednesday, 2016-NOV-15 at 5:00 p.m. be adopted as circulated. The motion carried unanimously.

5. ADMINISTRATION:

(a) Welcome and Introductions

Councillor Kipp facilitated a round table introduction of committee members and Staff. The committee members provided a brief summary of their background and interests, and Staff members explained how their roles relate to the Committee.

(b) Committee Terms of Reference

K. Kronstal reviewed the Committee's Terms of Reference with the group. The committee requested that the terms be reviewed at the following meeting to allow more time for members to read them thoroughly. An orientation binder including documents and legislation that steers the committee was given to each member.

(c) Orientation – Staff Presentations

K. Kronstal spoke regarding the current Official Community Plan (OCP). The OCP document provides guidelines for future land use, residential and commercial development and transportation, while also taking into account social, environmental and economical issues. Changes to the OCP are managed through OCP amendment applications, in which there are two intakes per year; one in November and one in May. All committee members were presented with a copy of the OCP as part of their committee resources.

L. Rowett spoke regarding the Zoning Bylaw No. 4500, which is the guiding document that specifies specific uses, setbacks, density, and building heights according to the zoning of a particular land parcel.

J. Collinson spoke regarding rezoning applications, which are accepted on an ongoing basis. She explained that the Community Planning and Development Committee will be asked for recommendations on whether or not to support specific rezoning application.

6. REPORTS:

(a) RA374 – 1875 Boxwood and 1900/1990 Griffiths Road

Delegation:

1. Mr. Doug Backhouse from Kenco Enterprises Ltd spoke on behalf of the land owners regarding the rezoning application. The intent of the rezoning is to allow development and future subdivision of 6 industrial lots.

It was moved and seconded that the Community Planning and Development Committee support the rezoning application for the property located at 1875 Boxwood, 1900 and 1990 Griffiths Road, to rezone three industrially-zoned properties to varied industrial zones to facilitate a subdivision and development of future lots. The motion carried unanimously.

(b) RA376 – 5030 Hammond Bay Road

Delegation:

1. Mr. Keith Brown spoke on behalf of the property owner regarding this rezoning application. The intent of the rezoning is to allow future subdivision of one residential lot into 5 small residential lots.

It was moved and seconded that the Community Planning and Development Committee support the rezoning application for the property located at 5030 Hammond Bay Road, to rezone the subject property from Single Dwelling Residential (R1) to Single Dwelling Residential – Small Lot (R2) to facilitate subdivision. The motion carried unanimously.

7. OTHER BUSINESS:

(a) Terms of Reference – Port Drive Waterfront Master Plan

K. Kronstal provided an update regarding the Port Drive Waterfront Master Plan, which is currently being re-started after a break in activities during the Events Centre Referendum. The project is currently in the 'Options Development' phase and the Committee can anticipate hearing more about the project in the months ahead.

(b) Terms of Reference – Hospital Area Plan

K. Kronstal provided information regarding the Hospital Area Plan. The Community Development and Planning Committee will be the steering committee for this plan, which looks to address some of the ongoing issues in the area, including parking. The plan area includes health services, seniors' housing, professional offices as well as medium/high density rental housing.

(c) Community Bus Tour

Councillor Kipp proposed a community bus tour for the committee to allow members to view some of the larger developments in Nanaimo. A Saturday was suggested as a potential day that might be convenient for most members. The date is yet to be determined.

8. ADJOURNMENT:

It was moved and seconded at 6:46 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

2017 Annual Strategic Directions for the Community Planning & Development Committee

Item 1: OCP Amendment Applications

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none"> Economic Health, Environmental Responsibility, Active Lifestyle 	<ul style="list-style-type: none"> Official Community Plan Transportation Master Plan 	<ul style="list-style-type: none">

Item 2: Zoning Bylaw Amendment Applications

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none"> Economic Health, Environmental Responsibility, Active Lifestyle 	<ul style="list-style-type: none"> Official Community Plan Neighbourhood / Area Plans Zoning Bylaw 	<ul style="list-style-type: none">

Item 3: Hospital Area Plan

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none"> Economic Health, Environmental Responsibility, Active Lifestyle 	<ul style="list-style-type: none"> Official Community Plan Transportation Master Plan 	<ul style="list-style-type: none">

Item 4: Port Drive Waterfront Master Plan

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none"> Economic Health, Environmental Responsibility, Active Lifestyle Port Drive/South Downtown Waterfront 	<ul style="list-style-type: none"> Official Community Plan Nanaimo Downtown Plan South Downtown Waterfront Initiative 	<ul style="list-style-type: none">

Item 5: Climate Adaptation/Resilience Strategy

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none"> Economic Health, Environmental Responsibility 	<ul style="list-style-type: none"> Official Community Plan Community Sustainability Action Plan 	<ul style="list-style-type: none">

Item 6: Liquor Control Strategy Update

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none">Economic Health, Social Equity, Cultural VitalityPublic Safety, Community Wellness	<ul style="list-style-type: none">Liquor Control StrategyOfficial Community PlanZoning Bylaw	<ul style="list-style-type: none">

Item 7: Parking Bylaw Review

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none">Economic Health, Environmental Responsibility	<ul style="list-style-type: none">Parking Regulations BylawOfficial Community PlanZoning Bylaw	<ul style="list-style-type: none">

Item 8: Development Cost Charges Bylaw Review

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none">Economic Health, Environmental Responsibility	<ul style="list-style-type: none">Official Community PlanDCC Bylaw	<ul style="list-style-type: none">

Item 9: Census 2016 Information

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none">Economic Health, Environmental Responsibility, Social Equity	<ul style="list-style-type: none">Official Community PlanEconomic Development StrategySocial Development Strategy	<ul style="list-style-type: none">Community Profiles