

AGENDA
OPEN COMMUNITY PLANNING AND DEVELOPMENT COMMITTEE MEETING
BOARD ROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
TUESDAY, 2017-APR-18, 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, 2016-NOV-15 at 5:00 p.m. Pg. 3-5
5. **ADMINISTRATION:**
 - (a) **Welcome and Introductions**
 - (b) **Committee Terms of Reference** Pg. 6-7
 - (c) **Orientation – Staff Presentations**
6. **REPORTS:**
 - (a) **RA374 – 1875 Boxwood and 1900/1990 Griffiths Road** Pg. 8-15

Purpose: To present a rezoning application for the property located at 1875 Boxwood Road, 1900 and 1990 Griffiths Road to rezone three industrially-zoned properties to varied industrial zones to facilitate a subdivision and development of future lots.
 - (b) **RA376 – 5030 Hammond Bay Road** Pg. 16-20

Purpose: To present a 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.

7. **OTHER BUSINESS:**

(a) **Terms of Reference – Port Drive Waterfront Master Plan** *Pg. 21-26*

(b) **Terms of Reference – Hospital Area Plan** *Pg. 27-31*

8. **QUESTION PERIOD:**

9. **ADJOURNMENT:**

MINUTES
OPEN COMMUNITY PLANNING AND DEVELOPMENT MEETING
SERVICE AND RESOURCE CENTRE BOARDROOM, 411 DUNSMUIR STREET, NANAIMO, BC
TUESDAY, 2016-NOV-15, AT 5:00 P.M.

PRESENT: Members: Councillor J. Hong
 Councillor M. D. Brennan
 B. Forbes
 C. Brown
 D. Appell
 K. Chamberlain
 L. Boon
 M. Plavetic
 R. Finnegan
 S. Herold
 S. Mahon

 Absent: Councillor G. W. Fuller
 C. Avender
 G. Adrienne

 Staff: B. Anderson, Manager of Community and Cultural Planning
 L. Rowett, Manager of Current Planning and Subdivision
 D. Stewart, Environmental Planner
 C. Sholberg, Community Heritage Planner
 K. Kronstal, Planner
 S. Gurrie, Deputy Corporate Officer
 M. Brown, 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 5:07 p.m.

2. ADOPTION OF AGENDA:

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

3. ADOPTION OF MINUTES:

 It was moved and seconded that the Minutes of the Special Open Meeting of the Community Planning and Development Committee held in the Service and Resource Centre Boardroom, 411 Dunsmuir Street, Nanaimo, BC, on Tuesday, 2016-OCT-18 at 5:00 p.m. be adopted as circulated. The motion carried unanimously.

4. ADMINISTRATION:

(a) 2017 Key Date Calendar

It was moved and seconded that the 2017 Key Date Calendar be adopted. The motion carried unanimously.

(b) Official Community Plan Amendment Application No. OCP0082 – 2020 Estevan Road

Ms. K. Kronstal, Planner, provided a verbal update.

(c) Official Community Plan Amendment Application No. OCP00083 – 5260, 5280, and 5300 Tanya Drive (and concurrent Rezoning Application No. RA000370)

Ms. K. Kronstal, Planner, provided a verbal update.

It was moved and seconded that the Community Planning and Development Committee receive the verbal update regarding OCP0082 – 2020 Estevan Road and OCP 00083 – 5260, 5280, and 5300 Tanya Drive from Ms. K. Kronstal. The motion carried unanimously.

(d) Schedule D – Density Bonus Review

Presentation:

1. Mr. D. Stewart, Planner, and Ms. L. Rowett, Manager of Current Planning and Subdivision.

It was moved and seconded that the Community Planning and Development Committee recommend the Schedule D - Density Bonus Review presentation be brought forward to a Council meeting and the following changes take place within the Density Bonus categories:

- Category 3: Parking and Pedestrian Connectivity, include an e-bike station with its own point value; and,
- Category 7: Social Sustainability, second section, be adjusted to 3 points.

The motion carried unanimously.

(e) Proposed Hospital Area Plan – Introduction

Presentation:

1. Ms. K. Kronstal and Mr. C. Sholberg

It was moved and seconded that the Community Planning and Development Committee receive the presentation regarding the Proposed Hospital Area Plan. The motion carried unanimously.

5. ADJOURNMENT:

It was moved and seconded at 5:49 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER



TERMS OF REFERENCE

COMMUNITY PLANNING AND DEVELOPMENT COMMITTEE

PURPOSE:

The purpose of the Committee is to bring a broad community-based perspective to the monitoring, implementation, and amendment of the City's Official Community Plan (OCP), Transportation Plan, Zoning Bylaw and associated plans.

The purpose of the Committee is to provide Council recommendations on the following:

- development proposals which require amendments to the OCP and/or Zoning Bylaw;
- proposed changes to the OCP and related community planning and development plans;
- rezoning applications to ensure proposed developments comply with relevant policies;
- community perspective to the planning and approval process;
- strategies to integrate principles economic health, social equity, land use, sustainability, and environmental into all aspects of planning and development;
- implementation and education of the Transportation Master Plan; and
- regional transportation initiatives as they relate to planning and development.

MEMBERSHIP:

The membership of the Committee will be as follows:

- a minimum of seven (7) members; and
- three (3) members of Council.

Additional non-voting representatives will be invited to participate as required for neighbourhood plan amendments.

ELIGIBILITY:

An individual who is a member of one of the following communities may be given preference for membership on this Committee:

- business community;
- neighbourhood associations;
- development community;
- transportation user groups;
- broad-based perspective of planning and development; and
- environmental stewardship and sustainability.

GRANTS:

If there are any City Grants related to the Committee the following process will take place:

1. The grant application is received by the City.
2. A Staff/peer review takes place to ensure the applications meet the criteria for a specific grant.
3. The applications that meet the criteria are put on a list in order of relevance by Staff.
4. Staff recommend recipients from the list provided for the grant to the Finance and Audit Committee for approval.

MEETING FREQUENCY:

In addition to regularly scheduled meetings, the Committee will meet upon call of the Chair or the request of two Committee Members.

STAFF SUPPORT:

The following City Departments may provide support to the Committee in accordance with the ***City of Nanaimo Committee Operating Guidelines***:

- Community Development
- Engineering and Public Works
- City Clerk
- Other Staff as required

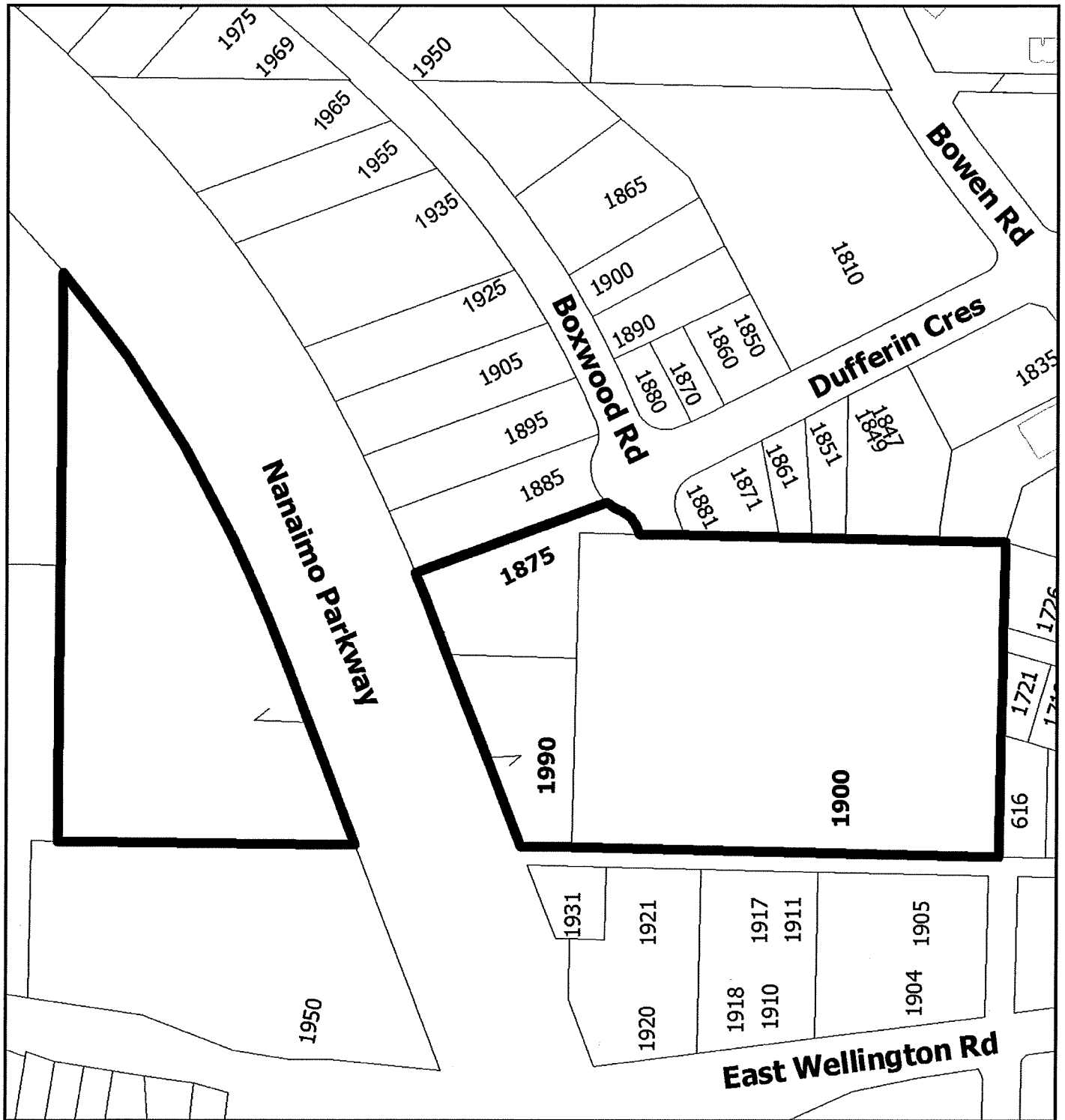
COMMUNITY PLANNING & DEVELOPMENT COMMITTEE

2017-APR-18

File Number:	RA000374
Project Address:	1875 Boxwood Road, 1900 & 1990 Griffiths Road (Attachment A)
Applicant:	Greg Constable (Island West Coast Developments Ltd) on behalf of the property owners (Blue Cube Developments Ltd., Green Rock Developments Ltd, and Nanaimo Industrial Space Ltd.)
Lot Area:	1875 Boxwood Road – 5023m ² (1.24 acres) 1900 Griffiths Road – 36632 m ² (9.05 acres) 1990 Griffiths Road – 31148 m ² (7.69 acres) Total Area of 72803 m ² (approximately 18 acres)
Proposed Development:	<p>The proposed rezoning is to amend the existing zoning boundaries to correspond with a proposed subdivision creating six industrial lots (Attachment B).</p> <p>Attachments C and D provide illustrations of the current and proposed zoning and lot configuration.</p> <p>The applicant's submitted Site Plan showing proposed zoning and subdivision layout is attached (Attachment E).</p>
Public Consultation:	Signage has been installed onsite and the application has been posted on the City's webpage (<i>What's Building in My Neighbourhood</i>). A Public Hearing will be scheduled should the proposed amendment bylaw be given 1 st and 2 nd readings.
Current Zone:	Highway Industrial – I1 Light Industrial – I2 High Tech Industrial – I3
Proposed Zone:	Highway Industrial – I1 Light Industrial – I2 High Tech Industrial – I3
OCP Designation:	Light Industrial Light Industrial developments are to be accessible to major roads (East Wellington Road and Boxwood Road) and permit uses which generate limited shopping and retail traffic, shall not require large customer parking lots areas and minimize potential land use conflicts. The proposed rezoning meets Official Community Plan policies for the Industrial designation and will complement the existing industrial character.

ATTACHMENT A - Location Plan

Schedule A



REZONING APPLICATION NO. RA000374

LOCATION PLAN



Civic: 1875 Boxwood Road,
1900 and 1990 Griffiths Road



Subject Properties

ATTACHMENT B - Letter of Rationale



December 2, 2016

Our File No.: _____

Your File: RA _____

City of Nanaimo,
Community Safety & Development
455 Wallace Street
Nanaimo B.C. V9R 5J6

RECEIVED
RA000374
2017-FEB-17
Current Planning & Subdivision

Attention: Ms. Lainya Rowett, Manager, Current Planning and Subdivision

By Hand & Electronic Copy

Dear Lainya:

Re: Proposed Rezoning of 1900 Griffiths Road, 1875 Boxwood Road and 1990 Griffiths Road.

Further to our preliminary application meeting of Nov. 10 regarding the above, please find enclosed and attached as applicable, our application for the rezoning of the above referenced properties. This application will be concurrent with the application to subdivide the properties, which has been submitted under separate cover to the Subdivision Dept. by Williamson and Associates Professional Surveyors. We submit the following in support of this rezoning application:

1. Rezoning Application Form and Rezoning Application Checklist;
2. Agency Letter;
3. Rezoning Application Fees of \$4,500.00;
4. One print and three 11 x 17 reductions of the Proposed Rezoning Plan (Williamson & Associates drawing 12022-4 Rev. 00);
5. Current Title Search Prints and Charges. Please refer to the digital version of the Williamson and Associates application to subdivide the subject properties copied to you for a list of all notations and charges on the titles, a summary of them and a copy of the charges;
6. Tree Management Plan; also included in the Williamson and Associates digital version of their application to subdivide that was copied to you;
7. Site Profile.

Rationale for Rezoning

Our rationale for this rezoning application is housekeeping that falls under two headings.

Firstly, the rezoning will adjust the current zone boundaries on the east side of the Nanaimo Parkway to match the realigned internal perimeter parcel boundaries the subdivision proposes for these boundaries, as shown on the Proposed Rezoning Plan. The subdivision will extend Boxwood Road through to Griffiths Road and facilitate its extension through to East Wellington Road in accordance with the City's major road network plan. To create practical developable lots with frontages and configurations compatible with their industrial zoning, the subdivision realigns the internal perimeter boundaries of the parent parcels to suit the road extension, hence the necessity for the adjustment of the zone boundaries. This readjustment of zone boundaries will not result in any significant change in zoning, or create any compatibility problems with adjoining land uses. Most of the original site areas of 1900 Griffiths Road and 1875 Boxwood Road retain their current zoning. The first change in zoning of note will be the I1 to I3 portion of 1900 Griffiths Road; proposed Lots 4 to 6. These lots will adjoin the existing I3 zoning to the north and be compatible with the COR3 adjoining zone to the north and east of them, as per the existing I3 / COR3 adjoining uses to the north of these lots. The second will be the I1 to I2 zoning of Lot 3 along 1900 Griffiths Road. The I2 zoning provides a better transition to the neighboring Lots 4 to 6 north of the Boxwood Road extension. With this new road extension and as a result increased traffic flow to the area, an I2 zoning will better suit the demand for high exposure type uses.

Secondly, this application proposes to downzone the portion of 1990 Griffiths Road on the west side of the Nanaimo Parkway from I3 (High Tech Industrial) to I1 (Highway Industrial). The larger lot Highway Industrial zone is more appropriate for this portion of 1990 Griffiths Road than the smaller lot High Tech Industrial zone as its sole frontage is on the Nanaimo Parkway (a highway), it is isolated by it (it has no legal access) and has a rural large lot character.

When access does become available for this site it will be from East Wellington Road via easement, or subdivision / consolidation with an adjoining lot. Depending upon how access is achieved, the potential for configuration with adjoining lands and whether or not the site has street presence will determine the long term use of the site.

We note that this site was previously zoned I2 under Bylaw 4000 (the equivalent of our proposed I1 zoning) with no compatibility problems with long established adjoining uses, and that the proposed I1 zoning will eliminate the current I3 / I2 split zoning of the property.

Nanaimo Parkway Development Permit Area

With respect to the requirements of the Nanaimo Parkway Development Permit Area, we advise that these requirements were addressed by DP710 and covenant CA2065393 which were put in place over 1875 Boxwood Road and 1990 Griffiths Road (Lots 15 and 16 Plan EPP15172 respectively) in 2011 as a condition of creating these lots.

Community Contribution Proposal

Because this rezoning is housekeeping and is being done in conjunction with an Industrial subdivision which requires the construction of a major road extension (Boxwood Road) which is significant community infrastructure, we do not propose a community contribution in excess of the construction of Boxwood Road.

We trust you will find the preceding and enclosed to be in order and reflective of the meeting we had with yourself and subdivision staff. We look forward to your formal review of this application and your response in due course.

Yours truly,

Island West Coast Developments Ltd.

A handwritten signature in blue ink, appearing to read "G. Constable", is written over a horizontal line.

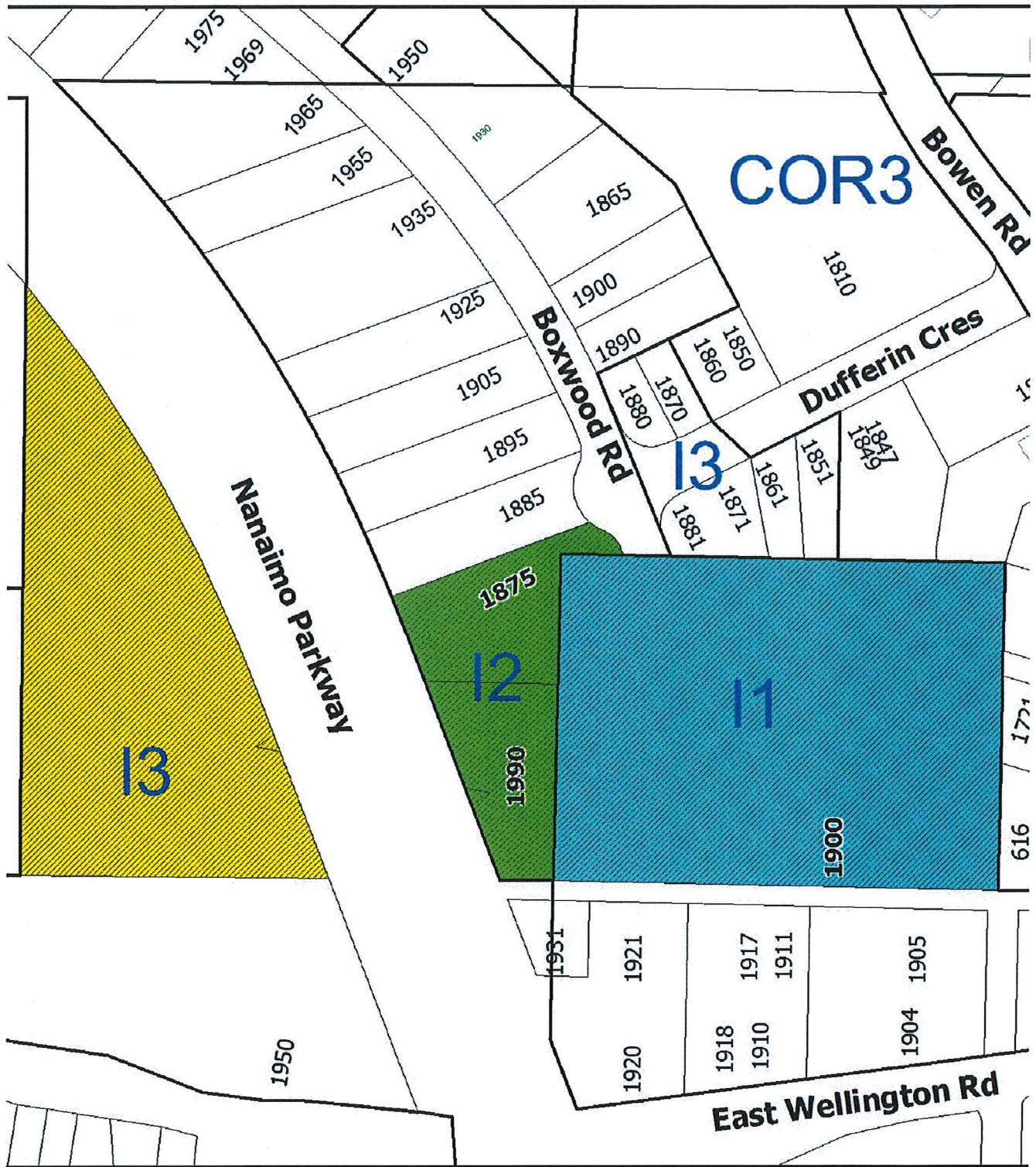
Greg Constable, President

Enclosures

cc : Blue Cube Development Ltd. Mr. Greg Constable
Green Rock Developments Ltd. Mr. Greg Constable
Nanaimo Industrial Space Ltd., Mr. Bill Grace
City of Nanaimo, Mr. Kris Sillem, Deputy Approving Officer
Williamson and Associates Professional Surveyors, Mr. Brock Williamson B.C.L.S.
Newcastle Engineering Ltd. Mr. Scott Lewis P. Eng.

ATTACHMENT C - Current Zoning and Lot Layout

Schedule A



REZONING APPLICATION NO. RA000374

CURRENT ZONING AND LOT LAYOUT



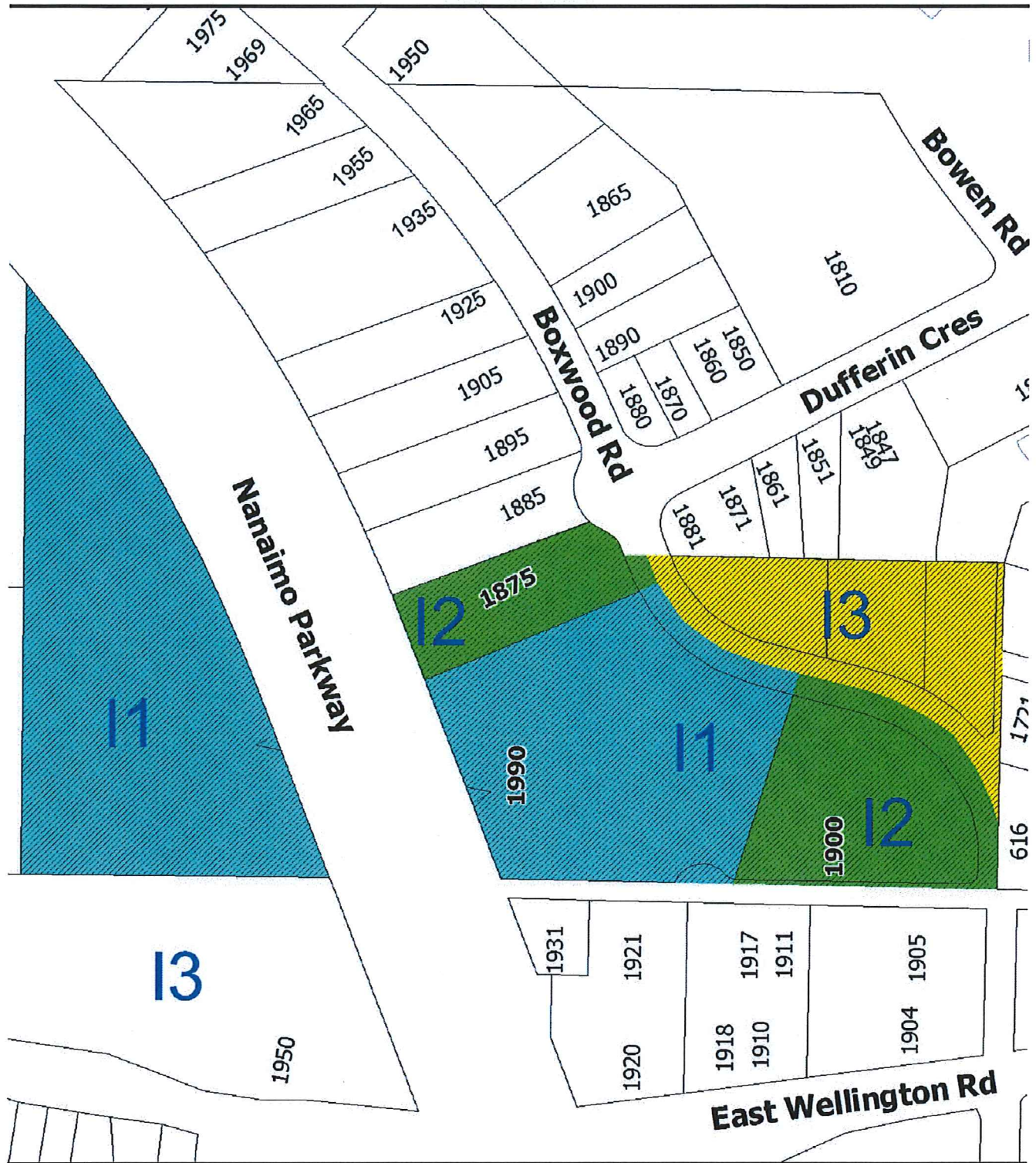
Civic: 1875 Boxwood Road,
1900 and 1990 Griffiths Road



Subject Property

ATTACHMENT D - Proposed Zoning and Lot Layout

Schedule A



REZONING APPLICATION NO. RA000374

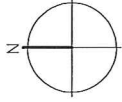
PROPOSED ZONING WITH PROPOSED LOT LAYOUT



Civic: 1875 Boxwood Road,
1900 and 1990 Griffiths Road

 Subject Property

ATTACHMENT C - Proposed Site Plan



SITE STATISTICS

INDUSTRIAL RESIDENTIAL SUBDIVISIONS, THE CITY OF HAWAII FILE
SUN
AREAS PROPOSED TO BE REZONED ARE SHOWN AS SHADING.

OWNER ADDRESS	PARENT LEGAL DESCRIPTION	RECORDING REQUIRED
1500 GRIFFITHS ROAD	LOT 1, SECTION 15, MAINE BAY KAWAIA, HAWAII, PART 11 TO 12	PART 11 TO 12
1575 BOWWOOD ROAD	LOT 1, SECTION 15, MAINE BAY KAWAIA, HAWAII, PART 11 TO 12	PART 11 TO 12
1500 GRIFFITHS ROAD	LOT 1, SECTION 15, MAINE BAY KAWAIA, HAWAII, PART 11 TO 12	PART 11 TO 12

NOTES:

1. THIS PLAN SUBMITS TO THE CITY OF HAWAII FOR REVIEW AND APPROVAL. THE CITY OF HAWAII IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED IN THIS PLAN. THE CITY OF HAWAII IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED IN THIS PLAN. THE CITY OF HAWAII IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED IN THIS PLAN.

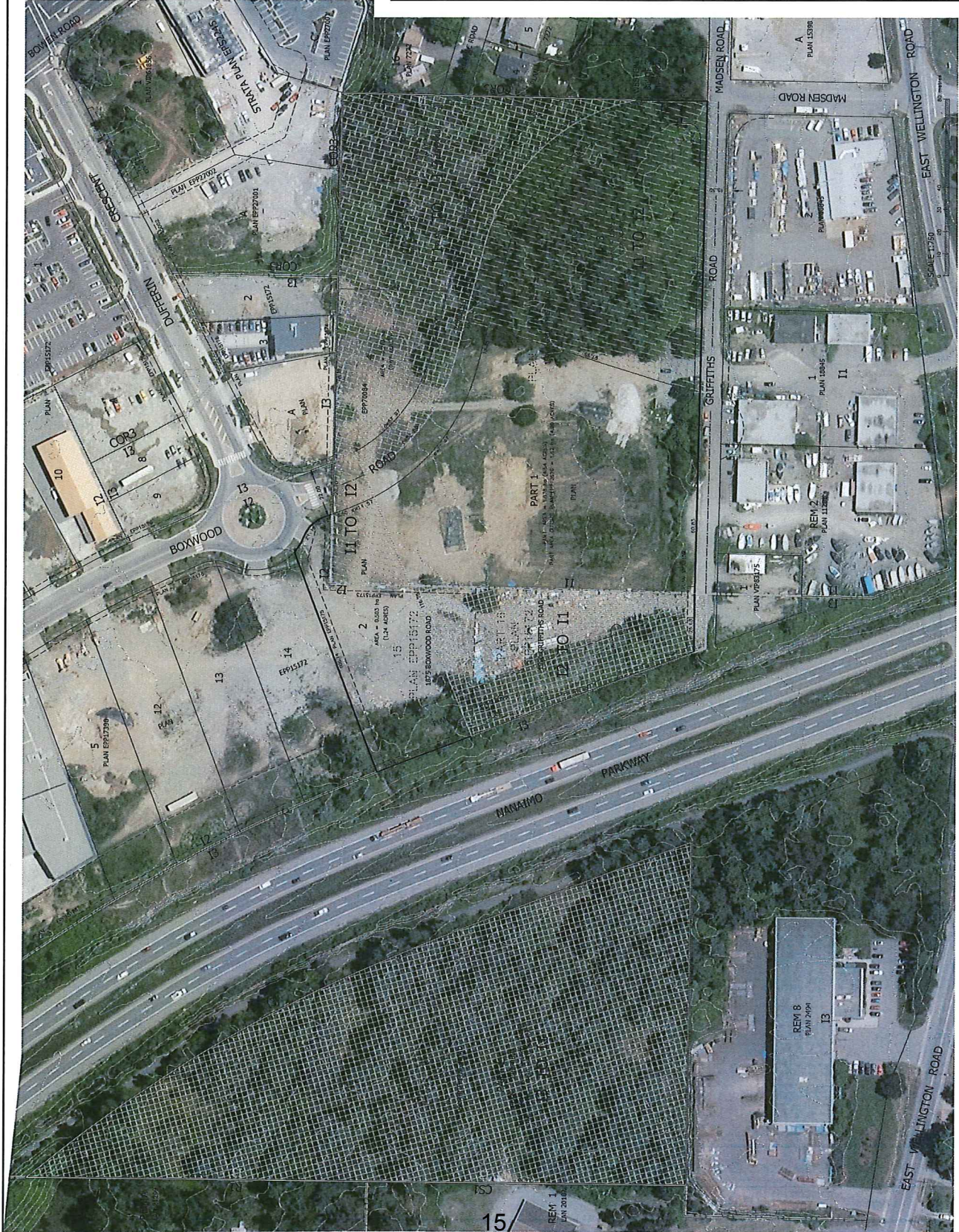
NO.	DATE	REVISION
01	06/12/2018	1. INITIAL DESIGN
02	07/18/2018	2. REVISED DESIGN
03	08/15/2018	3. REVISED DESIGN

PROJECT: GREEN ROCK PHASE 3
CLIENT: ISLAND WEST COAST DEVELOPMENTS LTD.

PROPOSED REZONING

DATE: DEC 21/18
SCALE: 1/2"=1'
DRAWN BY: SHAWN EW
CHECKED BY: SHAWN EW
FILE: 2018-04
PROJECT: 1007
SHEET: 1 OF 1

WILLIAMSON & ASSOCIATES
PROFESSIONAL SURVEYORS
PHONE: (808) 255-7271 FAX: (808) 255-7274
WWW.WILLIAMSON-SURVEYORS.COM

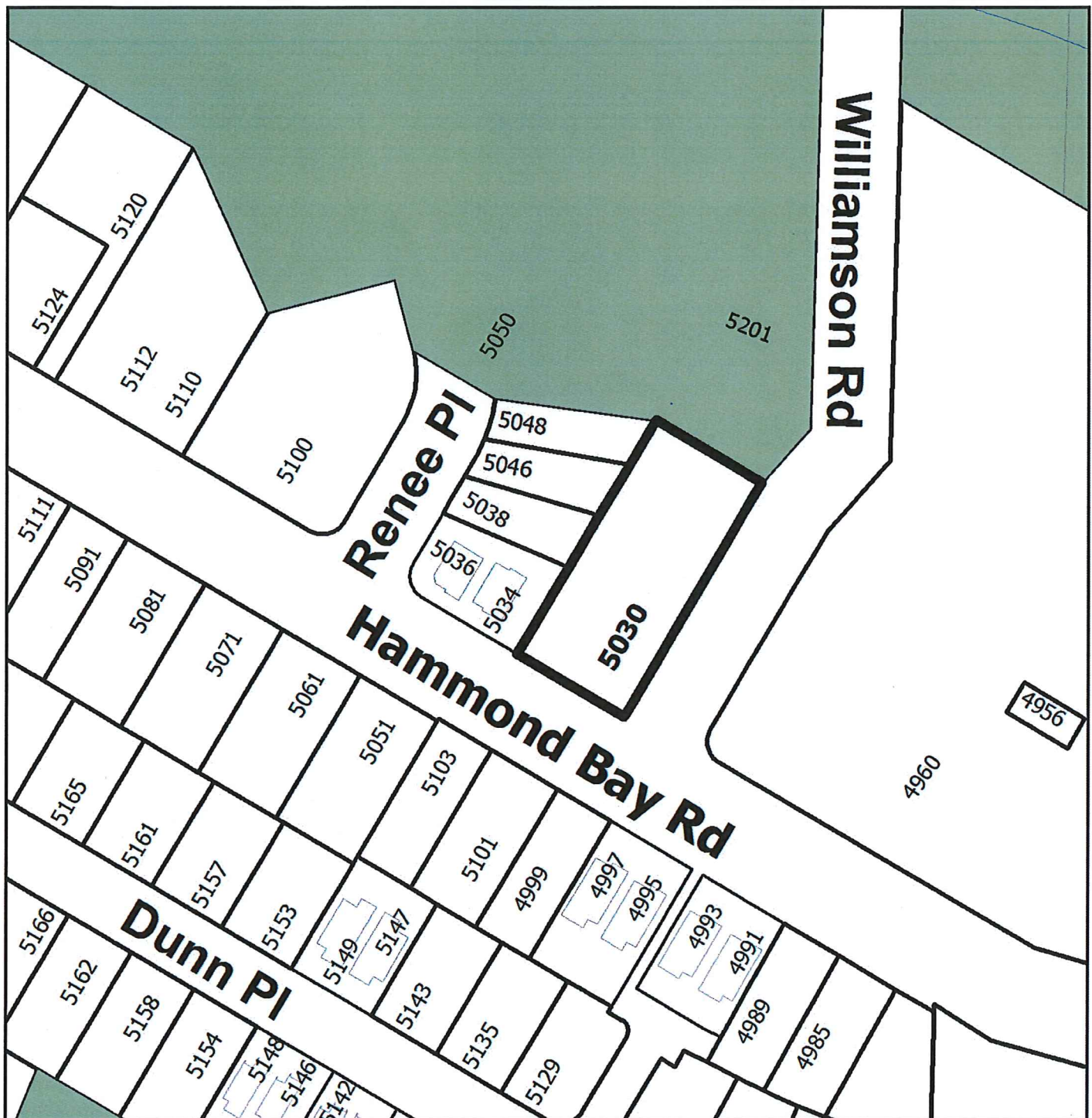


COMMUNITY PLANNING & DEVELOPMENT COMMITTEE

2017-APR-18

File Number:	RA000376
Project Address:	5030 Hammond Bay Road (Attachment A)
Applicant:	Keith Brown Associates Ltd., on behalf Diane Iveson (owner)
Lot Area:	2044 m ² (0.5 acre)
Proposed Development:	<p>The proposed rezoning is to facilitate infill subdivision of the property into five small lots adjacent to existing residential small lots and park. A letter of rationale is included as Attachment B.</p> <p>The proposed Site Plan depicting the subdivision layout is attached (Attachment C).</p>
Public Consultation:	Signage has been installed onsite and the application has been posted on the City's webpage (<i>What's Building in My Neighbourhood</i>). A Public Hearing will be scheduled should the proposed amendment bylaw be given 1 st and 2 nd readings.
Current Zone:	Single Dwelling Residential (R1)
Proposed Zone:	Single Dwelling Residential – Small Lot (R2)
OCP Designation:	<p>Neighbourhood</p> <p>Development in this land use designation is to be characterized by a mix of low density residential uses at a density ranging from 10 to 50 units per hectare (uph); the proposed development has density of 24 uph.</p> <p>Small Lot Policy (2.3.17) of the Official Community Plan is applicable. The proposed development meets this policy by providing new development with access from existing streets, within walking distance of transit and neighbourhood amenities including a bus stop at the front of the property, Harry Wipper Park to the north and Wally Creek trail corridor and Frank J. Ney Elementary to the south.</p> <p>The proposed rezoning meets Official Community Plan policies for the Neighbourhood designation and will complement the existing neighbourhood character.</p>

Schedule A



REZONING APPLICATION NO. RA000376

LOCATION PLAN

5030 Hammond Bay Road
 Lot 11, District Lot 54, Wellington District,
 Plan 17543



-  Subject Property to be Rezoned
-  Parks & Open Spaces

ATTACHMENT B: Letter of Rationale

KEITH BROWN ASSOCIATES LTD.
5102 Somerset Drive Nanaimo, BC V9T 2K6
Tel. 250-758-6033 Cel. 250-741-4776
keithbrown@shaw.ca

March 3, 2017

File No. 975.19

City of Nanaimo
455 Wallace Street
Nanaimo, BC V9R 5J6

Attention: Jill Collinson, Planner
Current Planning and Subdivision

Dear Ms. Collinson,

**SUBJECT: LOT 11, DISTRICT LOT 54, WELLINGTON DISTRICT,
PLAN 17453, 5030 HAMMOND BAY ROAD NANAIMO, BC.**

Please note the enclosed documentation in support of the purchaser's application for rezoning of the above captioned property.

1. Completed Rezoning Application.
2. Completed Appointment of Agent form.
3. Cheque payable to City of Nanaimo, \$1,500. Application fee.
4. Copy of owner's letter acknowledging purchaser for rezoning.
5. Copy of current Title search for property.
6. Copy of Appointment of Agent form signed by the property owner authorizing the Agent for rezoning.
7. Copy of Newcastle Engineering Ltd.'s letter/report outlining the availability of services for the proposed 5 lot subdivision.
8. Copy of proposed 5 lot subdivision plan prepared by BCLS.

The purpose of the rezoning is to permit smaller residential lots by rezoning from R1 Zone to R2 Zone (minimum lot size of 375 m²) thereby, providing improved land utilization. The new lots for the proposed subdivision will include concrete curbs, gutters and sidewalks.

To date, the existing house on the property accesses directly onto Hammond Bay Road. Through the rezoning process all new lots will access onto Williamson Road. Major renovation/improvements are proposed for the existing dwelling located on Lot 3 of the proposed 5 lot subdivision.

/2

RECEIVED
RA000376
2017-MAR-03
Current Planning & Subdivision

Newcastle Engineering Ltd.'s enclosed letter/report outlines the availability of services for the proposed subdivision. The City's Design Stage Approval for Subdivision will confirm/clarify specific requirements for site servicing of the new subdivision.

The purchaser commits to providing cash-in-lieu of for the required 5% park dedication pursuant to the City's subdivision regulations.

The subject site is located near amenities being adjacent to Harry Whipper Park with the Regional Transit on Hammond Bay Road fronting the property. The proposed subdivision represents an in-fill within the existing neighbourhood.

Given your review of this Rezoning Application we thank you for your consideration and would be pleased to respond to any questions.

Yours truly,



R.K. Brown,
Consultant Planner

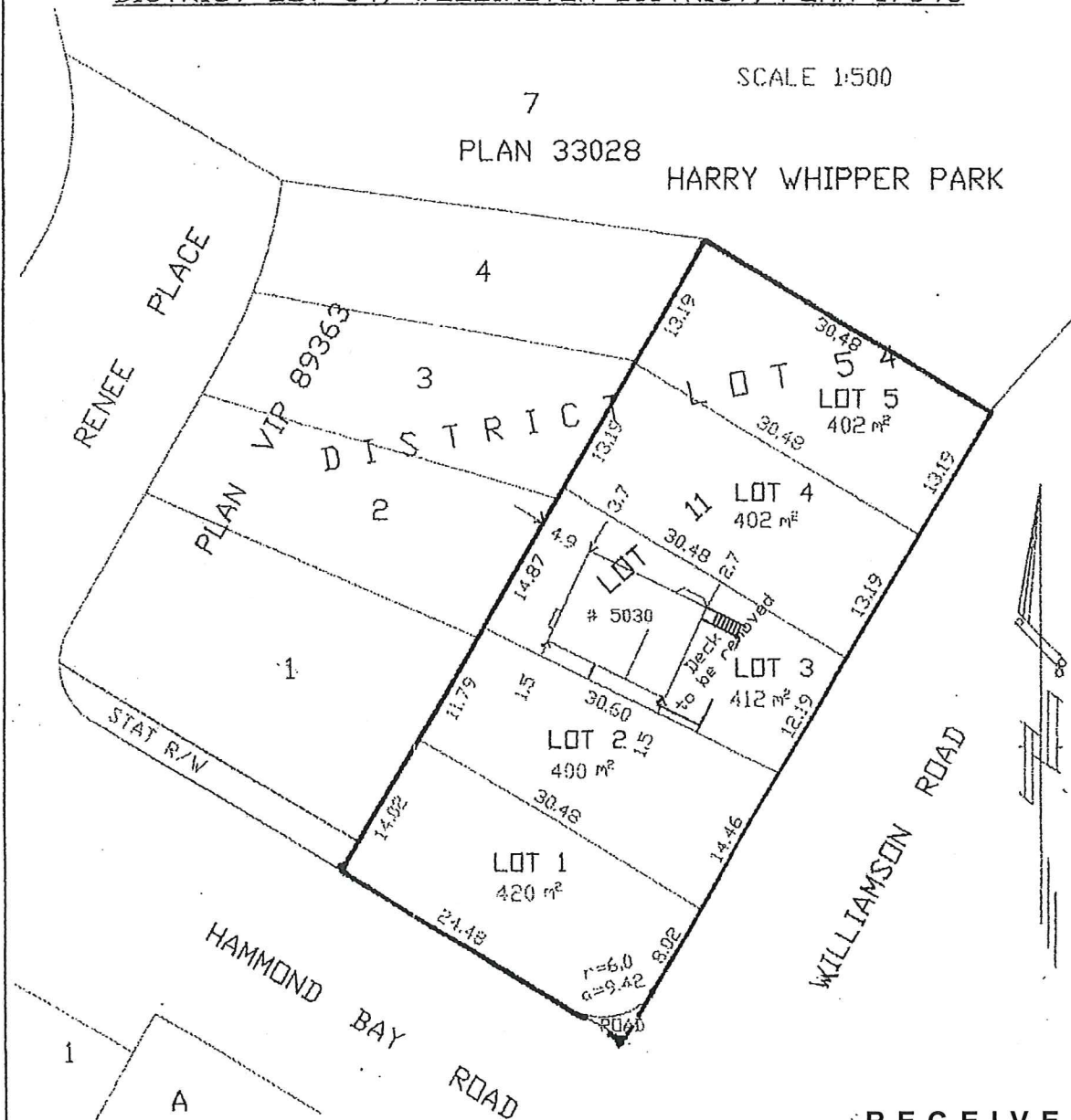
Enc.

cc. Ken Riddell, President
Kenco Enterprises Ltd.
P.O. Box 136
Gibsons, BC V0N 1V0

Douglas Riddell

PROPOSED SUBDIVISION PLAN OF LOT 11,
DISTRICT LOT 54, WELLINGTON DISTRICT, PLAN 17543

HARRY WHIPPER PARK



RECEIVED
RA000376
2017-MAR-03
Current Planning & Subdivision

This 4th day of March, 2015.

3. C. L. ~~10/10/10~~

Wel54-11 FB 365/50

PURPOSE

In March of 2013, the City acquired a parcel of land and water from Canadian Pacific (CP) Railway along the southern Nanaimo waterfront, adjacent to the Downtown and South End neighbourhoods.

The Plan area is located within the Downtown Urban Node in the Official Community Plan; and is also included in Future Study Area #2 Southern Waterfront of the 2002 Nanaimo Downtown Plan. The South Downtown Waterfront Initiative (SDWI), completed in 2014, produced a document entitled 'Framing the Future' which provides a vision and guiding principles for future development of the South Downtown Waterfront area; the objective of the Master Plan is to provide a level of detail on proposed land use, transportation, servicing, open space, trails and environmental protection, as well as phasing of development. A successful Port Drive Waterfront Master Plan will meet the following key objectives:

- Provide practical and implementable guidance to decision makers when considering investment opportunities, future transportation, infrastructure and servicing requirements, and setting the pattern of future land use and development;
- Promote ecological stewardship and restoration;
- Blend land uses to create a context for future collaboration and land use integration with the Snuneymuxw First Nation (SFN), the Nanaimo Port Authority, CP Railway and other stakeholders;
- Support a working harbour capable of evolving with the future redevelopment of the site;
- Establish a strong public realm and open space system for tourists and residents that is connected with other areas of the city;
- Provide greater long term certainty to the citizens of Nanaimo, the development community, and other partners and stakeholders for this portion of the South Downtown Waterfront area;
- Implement the Vision and Guiding Principles of the SWDI document 'Framing the Future'; and
- Advance the goals of the Corporate Strategic Plan, planNanaimo, South End Neighbourhood Plan, and the Nanaimo Downtown Plan.

PLAN AREA CONTEXT

The defined Plan Area primarily concerns City-owned land but includes a small parcel owned by the Nanaimo Port Authority at the north of the site, for a total area of 10.5 hectares (25.9 acres).

The Plan Area is defined by the following boundaries:

- The northern extent of the area extends up to the existing BC Ferries land and water lots (servicing Gabriola Island).
- The eastern boundary extends 130 feet into Nanaimo Harbour.
- The southern boundary aligns with Port Drive and includes the trestle crossing.
- The western boundary is along Esplanade and Front Streets.



Figure 1: Plan Area

Site Constraints

The Port Drive Waterfront Master Plan will provide a framework to guide positive land use change and development specifically for the City-owned lands, but should consider the neighbouring uses. There are a number of additional site constraints to be considered during the planning process, including:

- Environmental - A Detailed Site Investigation has been completed and has determined that there are coal, chromium and hydrocarbons on the site (though the extent is limited and unlikely to impact the uses). A detailed risk assessment is currently underway and once complete will provide more information on site constraints.
- Archaeological - The Plan Area includes land traditionally used by the SFN. The City and the SFN are currently undertaking an Archeological Impact Assessment that will provide more information on historic uses and possible site constraints.
- Legal Encumbrances - Seaspan Ferries Corporation currently hold a perpetual right-of-way (ROW) over a significant portion of the Plan Area (Figure 2). The City recently entered an agreement with Seaspan to relocate their services in 2017, while establishing a new ROW that will allow continued rail operations by Southern Rail. The Master Plan should recognize this tenure schedule and include options for phasing development accordingly.

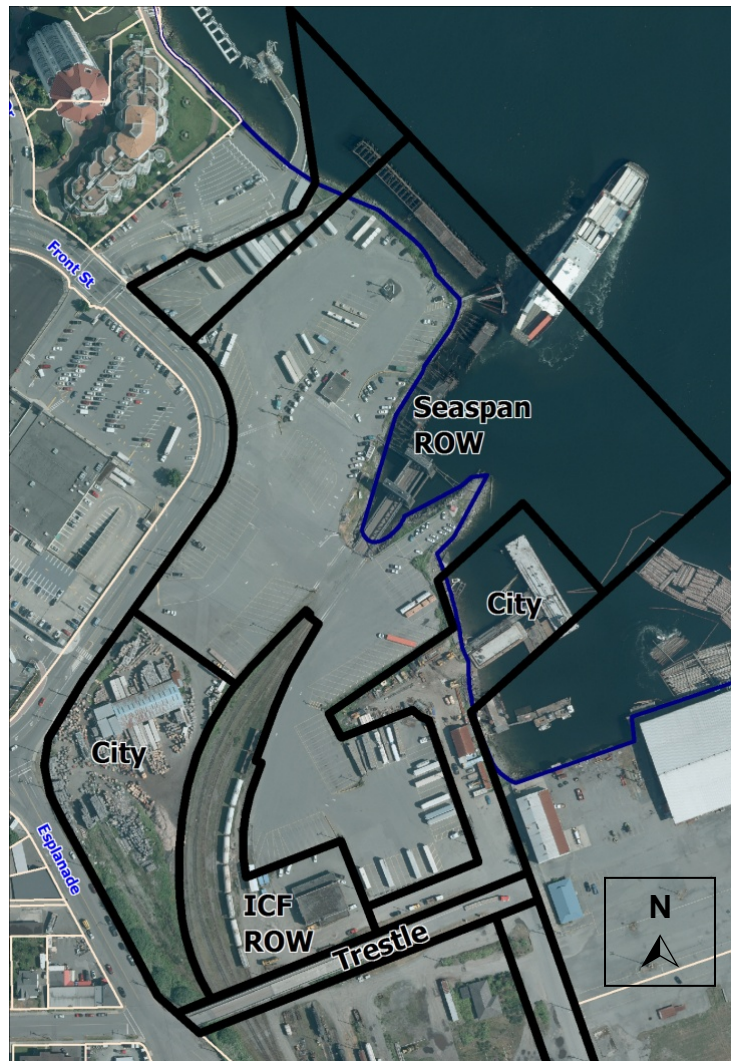


Figure 2: Legal Encumbrances (Rights-of-Way)

Additional Considerations

- **Regional Transit Station** - The City of Nanaimo and the Regional District of Nanaimo (RDN) have a Memorandum of Understanding for the City to transfer up to 3 acres of the site to the RDN for a new multi-modal transportation hub. A location of the transportation hub and its integration with neighbouring uses is a key consideration for a successful Master Plan.
- **Passenger Ferry** - The City has been approached by private interests to consider locating a passenger ferry terminal (service to Downtown Vancouver) within the Plan Area; the Master Plan should consider and allow for this potential use.
- **Rail Services** - Southern Rail (Island Corridor Foundation) has expressed interest in continuing their existing uses on the site and possible expanding to include passenger service.
- **Trestle Replacement** - The trestle located at the southern boundary of the site is suitable for vehicle traffic until 2018, after which it will be usable for pedestrian and bicycle traffic only. The Master Plan should provide options for the future use or discontinuation of use of the trestle and include cost of demolition, replacement or upgrading as a consideration.

PROJECT PRINCIPLES AND GOALS

The Plan's Guiding Principles were developed by the South Downtown Waterfront Initiative Committee, a multi-stakeholder committee that worked together to create a vision for the future development of the larger South Downtown Waterfront Area. The resulting document, 'Framing the Future: Vision and Guiding Principles,' identified the five guiding principles below.

1. Promote Access and Connectivity to Local Neighbourhoods, the City and the Region <i>Create of an integrated transportation hub with private, public and multi-modal options; Connect the area to surrounding neighbourhoods with cycling and pedestrian-friendly routes.</i>
2. Support an Evolving Working Harbour <i>Maintain a productive working harbour and provide for its future needs; Consider new, diverse economic activities that complement existing uses.</i>
3. Promote Ecological Positive Development <i>Development design that is ecologically restorative, socially diverse and economically regenerative using leading best practices.</i>
4. Promote Bold, Resilient and Visionary Land Use <i>Integrate complementary land uses with high quality urban design that promotes flexible spaces at an appropriate scale.</i>
5. Embed Cultural and Social Considerations into Future Decisions <i>Public space and art that emphasizes a sense of place and celebrates Nanaimo's heritage, particularly historic uses by the SFN.</i>

PARTNER AND CIVIC ENGAGEMENT AND PARTICIPATION

Partner organizations will be consulted and provided opportunity for input throughout the process. Key stakeholders include the following agencies:

Government	Regional District of Nanaimo Snuneymuxw First Nation
Adjacent Landowners	Nanaimo Port Authority Canadian Pacific Railway Port Place Mall (First Capital) Cameron Island Strata British Columbia Transportation Financing Authority
Area Tenants	BC Ferries Southern Rail Seaspan Ferries Corporation Island Corridor Foundation Island Ferry Services Limited
Community Groups	South Downtown Waterfront Committee South End Community Association Downtown Nanaimo Business Improvement Association Nanaimo Estuary Management Plan Committee Nanaimo Economic Development Corporation Protection Island Ratepayers Association

Outreach to the broader community will also occur as the process moves forward and extends up to the public hearing. Stakeholders will provide assistance in the early stages of the process with determining the methods of engagement and later on by assisting in promoting participation in public meetings and workshops.

RESOURCES

Staffing

The Planning & Design Section will be responsible for this project, with consultants engaged for key plan components including land economics, stakeholder engagement, land use and transportation planning. The necessary Request for Proposals will be prepared for issuance in July 2015.

Budget

On May 5, 2015, Council approved the 2015 – 2019 Financial Plan which identified the South Downtown Waterfront Master Plan as a priority item and provided a total budget of \$100,000 for the plan.

Relevant Plans

The following additional documents are associated with the Port Drive Waterfront Master Plan and will provide additional policy context and guidance:

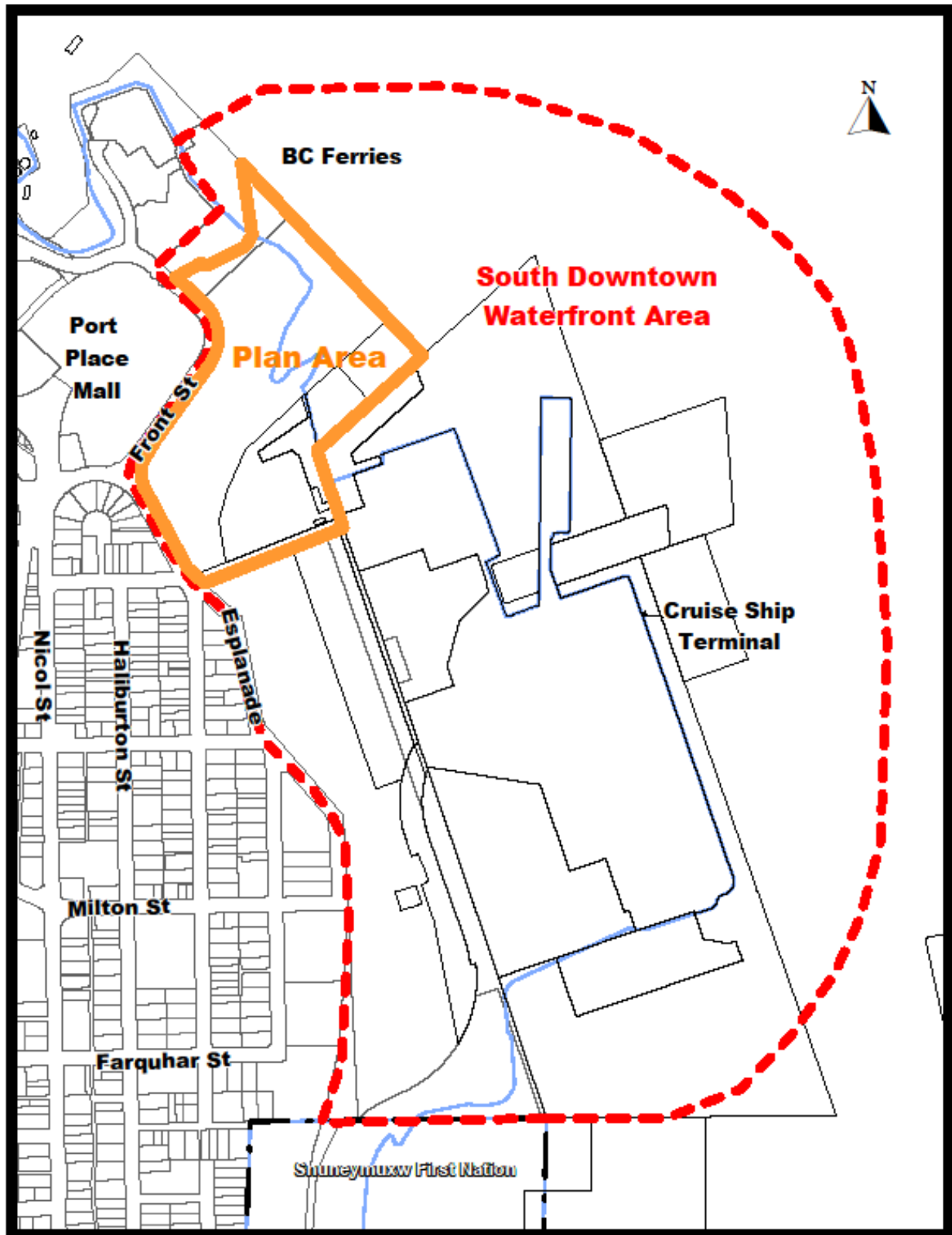
- South Downtown Waterfront Initiative ‘Framing the Future’
- Nanaimo Downtown Plan, 2002
- Nanaimo Port Authority Land Use Plan, 2008
- South End Neighbourhood Plan, 2008
- Official Community Plan Bylaw 2008 No. 6500 (planNanaimo)
- City of Nanaimo Corporate Strategic Plan, 2012-2015

PROJECT SCHEDULE

The Request for Proposal for consulting services will be issued within the next 2-4 weeks, and the Master Planning process is expected to take 6 - 8 months to complete. Adherence to the schedule will be influenced by the timing and availability of technical reports, agreement at working group discussions, and level of partner and community participation.

Phase	Process & Activities	Time Period (2015-2016)
1	<i>Plan Initiation</i> <ul style="list-style-type: none"> • Issue Request for Proposal for consulting services (land economics, stakeholder engagement, land use and transportation planning) • Structure Process: Scope, budget and schedule established. • Consultation and Engagement Initiated: partner introductions and interviews; communication, engagement and participation opportunities identified. • Background Research and Gap Analysis: Compilation of technical information developed to date; identification of any further areas required for study. 	<p>July - August 2015</p> <p>August 2015</p> <p>September 2015</p> <p>September 2015</p>
2	<i>Issues and Opportunities</i> <ul style="list-style-type: none"> • Meetings and workshops focusing on issues and opportunities for the area; includes partners, stakeholders and the community groups. 	October 2015
3	<i>Options Development</i> <ul style="list-style-type: none"> • Design charette for concept development. 	November 2015
4	<i>Draft Plan</i> <ul style="list-style-type: none"> • Concepts and options presentation and selection. 	December 2015
5	<i>Final Plan</i> <ul style="list-style-type: none"> • Draft Plan completed and submitted to Council. • Plan Approval Process: legal process moving the Plan through referrals, public hearing, and bylaw readings. 	<p>January 2016</p> <p>February – March 2016</p>

Map 1 - Port Drive Waterfront Master Plan Area



INTRODUCTION

The City of Nanaimo “Official Community Plan Bylaw 2008 No. 6500” (planNanaimo), was adopted in September 2008. Goal Seven of the Official Community Plan (OCP) identifies neighbourhood and area plans as key tools in achieving the objectives of planNanaimo.

The Implementation Strategy in the OCP refers to development of a Hospital Area Plan as a priority action item (Goal Seven, p. 169). The OCP also includes a policy that an area plan is to be developed for the Hospital Urban Node “in consultation with area residents, business owners and stakeholders” (Policy 57, p. 40). These Terms of Reference outline the planning and consultation process to be followed for the preparation of the Hospital Area Plan (the “Plan”).

PURPOSE AND GOALS

Area plans implement the goals and objectives of the OCP by providing more detailed policies for a particular part of the city. The plan area encompasses the lands designated in the OCP as the Hospital Urban Node and adjacent lands (*see Map 1 – Plan Area and Map 2 – Official Community Plan*). The Hospital Urban Node is identified in the OCP as a city-wide and regional center for health services, seniors housing, professional offices and higher density residential uses.

As the Nanaimo Regional General Hospital (NRGH) continues to expand its services, there is a need for diverse commercial and residential uses in the surrounding area that complement and complete those offered by the hospital. The first comprehensive area plan for this part of the city, the Plan will guide the future development around the NRGH and consider related land use and transportation issues. It will also address key related issues including parking, scale and form of development, services, and open space.

Specific plan elements will include:

- Land use designations
- Local services
- Parks and open space
- Public realm considerations
- Road network and parking management
- Bicycle, pedestrian, sidewalk, trail, and other active transportation facilities
- Neighbourhood character and urban design
- Implementation

Once complete, the Plan will be a decision making tool that benefits property owners, residents, businesses and the City through meaningful input into issues affecting future development within the area.

PLAN AREA CONTEXT

The Plan Area (“Area”) is 124.4 hectares (307 acres) in size and located in central Nanaimo. A portion of the Area is designated in the OCP as the ‘Hospital Urban Node.’ The Urban Node includes the NRGH, which provides short and long-term health services for the residents of the Nanaimo Local Health Area (LHA). Island Health is currently completing a planning review to increase the NRGH level of service provision, which is expected to be completed in spring 2017.

The hospital is a major employer in Nanaimo and the availability of nearby parking has been identified as a concern for hospital visitors and employees, adjacent residents and local businesses. The Plan process will address this concern with a parking strategy, while anticipating and mitigating any future negative impacts that an increase in hospital services may have on the neighbourhood.

The Plan will also seek to maximize the benefits the hospital brings to the surrounding neighbourhood and community by identifying development opportunities. Currently, the Hospital Urban Node is characterized by health services, seniors housing, professional offices and higher density residential uses with limited food-service options. The Plan process will assess what services are lacking in the Area relative to the potential demand generated by the daytime population, in order to identify future development opportunities.

The housing stock in the Hospital Urban Node and surrounding neighbourhood includes a significant percentage of the city's rental housing, primarily in the form of medium to high density residential (50-150 units per hectare) buildings. There are also a number of assisted living facilities in the area. Lands within the Plan Area and outside the Hospital Urban Node are primarily designated as 'Neighbourhood' in the OCP and zoned for single family dwellings. The Plan will consider how local residents have been affected by the growth of NRGH, and through public engagement will seek to identify concerns and aspirations for the Area.

PROCESS AND TIMELINE

The following is a projected timeline to complete the various components of the plan process. It is anticipated the process will take approximately 14 months to complete.

Phase	Process	Time Period
1	Plan Initiation <i>Background research compiled (current and projected demographic data, building inventory, market analysis, traffic analysis, historical information etc.)</i> <i>Internal working group formation (Planning, Transportation, Bylaw, Parks and Recreation, Engineering)</i> <i>Approval of Terms of Reference by Council; Issue the Request for Proposals for consulting services (market analysis, transportation planning and urban design); Brief CDPC</i>	Three months
2	Issues and Opportunities <i>Key Stakeholder Engagement – Focus group meetings</i> <i>Public Consultation – Evening workshops on key plan elements</i>	Three months
3	Options Development <i>Preparation of plan options, discussion with stakeholders</i> <i>Public engagement (online and live events) about potential concepts for goals and actions within the plan</i>	Three months
4	Draft Plan <i>Council update, present draft plan to Community Planning and Development Committee and at public Open House</i>	Two months
5	Finalize Plan <i>Completion of revised draft plan and final draft plan submitted to City Council for adoption</i>	Three months

STEERING COMMITTEE

The Plan process will be overseen by the Community Planning and Development Committee (CPD) whose mandate includes making recommendations to Council on proposed initiatives related to the OCP. As an area plan would require a bylaw amendment to the OCP, Council would need to consider adoption of the plan to complete the area plan process.

The CPD Terms of Reference provides for the neighbourhood associations or representative groups to provide up to three temporary representatives to attend meetings in a non-voting role to review proposed area or neighbourhood plans. As the Hospital Area Neighbourhood Association (HANA) includes and extends beyond the Plan Area, representatives from HANA will be invited to participate in the CPD Steering Committee meetings.

KEY STAKEHOLDERS

Key stakeholders will be consulted and provided the opportunity for input throughout the process. Phase 2 of the plan process includes focus groups and/or one-to-one meetings with area stakeholders to better understand the issues and opportunities of the Plan Area. Key stakeholder groups include:

- Nanaimo Regional General Hospital
- Island Health
- Regional District of Nanaimo
- School District No. 68
- Hospital Area Neighbourhood Association
- Area medical practitioners and specialists
- Business community

Additional input will be received through the participation of other external agencies. This will aid in providing additional participation opportunities during the process, and to address technical issues that may arise. Referral agencies may include, but is not limited to; the Ministry of Transportation, Vancouver Island University, BC Ferries, Snuneymuxw First Nation and the RCMP.

PUBLIC CONSULTATION

A series of opportunities will be provided to involve the community in the planning process. The public consultation process will include, but not be limited to:

- Focus groups (Phase 2)
- Community meetings (Phase 2)
- Online survey (Phase 2)
- Social media (Phase 3)
- Open house (Phase 4)
- Public Hearing (Phase 5)

Additional input from the neighbourhood may also be conveyed through the neighbourhood association as part of their participation in the CPD Steering Committee meetings.

RESOURCES

The Community and Cultural Planning Section will be responsible for this project. Much of the work will be completed with City Staff resources, with consultants utilized for portions of the project. The City will utilize the services of these consultants to assist with elements of the plan process, including land use and market analysis, traffic engineering, urban design and providing illustrative / graphic skills for development of the plan.

Map 1 - Plan Area



Map 2 – Official Community Plan

