



**Summary Report / Minutes of the Advisory Planning Commission Meeting
held on February 16, 2022 at 12:00 p.m.
(Council Chambers, Port Alberni City Hall, 4850 Argyle Street)**

Commission Members Present

Jolleen Dick, Councillor, Hupačasath F.N
Christine Washington, SD70
Dan Holder
Stefanie Weber
Sandy McRuer (after 12:15 pm)
Derrin Fines, P.A.F.D. Liaison

Regrets

Ed Francoeur (Chair)
Ken Watts, ECC, Tseshah (č išaa?ath) F.N
Callan Noye
Joe McQuaid
Peter Dionne, R.C.M.P. Liaison
Councillor Dustin Dame, Council Liaison
Scott Smith, Dir. of Dev. Services/Deputy CAO

Staff

Marianne Wade, Manager of Planning
Brian McLoughlin, Planner II
Haley Stevenson, Planner I
Cara Foden, Planning Technician

Guests

Applicant/s: Lindsay Baker, Architect
Public: 0

Alternates (not in attendance)

S./Sgt. Mike Thompson (Alt.- RCMP)
Larry Ransom (Alt.- S.D.70)
Councillor Deb Haggard, Alt. Council Liaison
Harley Wylie (Alt. – Tseshah (č išaa?ath) F.N)



1. Acknowledgements and Introductions –

- An acknowledgement was made that this APC meeting is being held within the un-ceded, traditional territories of the Hupačasath and the Tseshah (č išaa?ath) First Nations.
- Welcome to new members and introductions were made.

A quorum was not available by 12:15 pm and in accordance with the bylaw the Manager of Planning advised the APC members that it was possible to continue an informal meeting and discussion could proceed however no motions would be permitted. The APC members present indicated they would proceed with an informal discussion of the agenda items.

Items to be carried over to the March 2023 meeting included:

- Adoption of December 15, 2022 Minutes
- APC Orientation Package 2023
- Election of Chair and Vice-Chair for 2023
- Port Alberni Zoning Bylaw No.5074

**2. DEVELOPMENT APPLICATION – Official Community Plan bylaw and Zoning bylaw
2846 4th Avenue**

Lot 6, Block 57, District Lot 1, Alberni District, Plan VIP197B PID: 000-845-795

Applicant: Chris Le Fevre for Woodward's Village Inc.

- The Planner summarized the report dated February 16, 2023
- APC discussed the proposed amendments and report.
 - Discussion regarding the width of the proposed pedestrian pathway through the development included questions from the APC regarding accessibility considerations. The pathway was noted to be wide enough for a wheelchair and also for public safety and emergency response

personnel.

- It was noted by APC members that the design of the front porches did not include ramps that and that persons needing access via wheelchair would be impacted. The applicant was asked to speak to the questions regarding accessibility challenges and he indicated that the development proposed met the current requirements of the BC Building Code. He indicated that the developer was not attempting to create fully accessible living units. The two storey townhomes do not include elevators or lifts. The current design provides for a width of 2.1 m which is adequate for wheelchair access however the units themselves would be challenging for persons with mobility impediments who wished to enter one of the units.
- The Manager of Planning clarified that the current Zoning Bylaw does not include requirements for accessibility. Zoning bylaw future updates will include requirements for accessibility solutions.
- Tenure is uncertain at this time. The APC asked if the units were intended to be rental or strata units. The developer will make that decision.
- The number of lots in the City that would be eligible for the new TH1 zone proposed is 380 and the APC members discussed the potential of the new TH1 zone implementation, in conjunction with the upcoming changes to the OCP, to reduce the bureaucratic demands on staff. The Planner cited the need for and limitations of the current zoning bylaw with respect to the development of lots that are similar or identical in size to the subject parcel.
- APC voiced support for the proposed new zone and the potential to encourage opportunities for 'gentle infill' projects that would create density in the city's core.

3. Draft City of Port Alberni Zoning Bylaw No.5074 -report by Manager of Planning

- The Manager of Planning presented an update regarding the new Zoning bylaw that will be coming to Council.
- There was discussion regarding:
 - new definitions including housing related definitions
 - density calculations and density bonus, lot coverage changes
 - Accessory Dwelling Units (ADU's)
 - legislation synchronization
- The public engagement process going forward was outlined for the members.
- This agenda item will come back to the APC in March so that members have time to read the new bylaw and discuss it prior to making a recommendation to Council.

4. Updates: The Manager of Planning updated the APC with respect to the following:

- Official Community Plan project
 - engagement strategy and media announcements
 - community representation committee and its composition
- RFQ for former Somass mill site purchased by the City
- Building Bylaw, Development Procedures Bylaw
- Bill 26 allowing Council to delegate some approval powers to staff (minor (25%) Development Variance Permits (DVP) and Development Permits (DP))

5. Other Business:

- The process for election of Chair and Vice-Chair was discussed briefly.
- It was noted that the process was generally informal and the Manager of Planning asked the APC members to consider the process for the March meeting.

6. **Adjournment** – The meeting adjourned at 1:15 pm. The next meeting is scheduled for 12:00 pm on **March 16, 2023**.

(Chair)

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