

DISTRICT OF SECHELT
MINUTES OF PLANNING AND COMMUNITY DEVELOPMENT
COMMITTEE MEETING
Held at 5797 Cowrie Street, Sechelt, BC
Wednesday, January 24th, 2018

PRESENT Councillor N. Muller (Chair); Councillors A. Lutes, M. Shanks, D. Siegers

STAFF Director of Planning and Development Services, T. Corbett; Community Planner A. Thompson; Community Planner M. Stjepovic; Recording Secretary M. Roberts

1. CALL TO ORDER AND DECLARATION OF CONFLICT

The Chair called the Planning and Community Development Committee Meeting to order at 2:00 pm and asked for a declaration of conflict.

2. ADOPTION OF AGENDA

Recommendation No. 1 – Agenda

That the Agenda be adopted as amended.

CARRIED

3. APPOINTMENTS AND DELEGATIONS

4. COMMITTEE / COMMISSION MINUTES AND REPORTS

4.1 Minutes of the Planning and Community Development Committee Meeting of December 20, 2017 – for receipt

Recommendation No. 2 - Minutes of the Planning and Community Development Committee Meeting of December 20, 2017 – for receipt

Moved/Seconded

That the Minutes of the Planning and Community Development Committee Meeting of December 20, 2017, be received.

CARRIED

4.2 Minutes of the Accessibility Advisory Committee Meeting dated December 6, 2017 - for receipt

Recommendation No. 3 - Minutes of the Accessibility Advisory Committee Meeting dated December 6, 2017- for receipt

Moved/Seconded

That the Minutes of the Accessibility Advisory Committee Meeting dated December 6, 2017, be received.

In discussion it was noted that the following amendments should be made:

- The list of priorities on 6.2 needs a date;
- The list of priorities is carried forward from 2017 to 2018;
- On item 6.5 complete the sentence for the first bullet point to include that a right hand turn sign is causing a hazard for pedestrians.

CARRIED

4.3 Minutes of the ICSP Advisory Committee Meeting dated December 13, 2017 - for receipt

Recommendation No. 4 - Minutes of the ICSP Advisory Committee Meeting dated December 13, 2017- for receipt

Moved/Seconded

That the Minutes of the ICSP Advisory Committee Meeting dated December 13, 2017, be received.

In discussion it was noted to remove Angela Letman from the list of present attendees and leave her in the list of staff at the meeting.

CARRIED

4.4 Minutes of the Advisory Planning Commission Meeting dated December 14, 2017 - for receipt

Recommendation No. 5 - Minutes of the Advisory Planning Commission Meeting dated December 14, 2017- for receipt

Moved/Seconded

That the Minutes of the Advisory Planning Commission Meeting dated December 14, 2017, be received.

CARRIED

5. NEW BUSINESS

6. BUSINESS ITEMS

6.1 Highpoint – Development Permit

Recommendation No. 6 – Highpoint – Development Permit

Moved/Seconded

That the report from the Community Planner dated January 2, 2018 regarding the Highpoint – Development Permit be received.

CARRIED

The Community Planner gave a presentation on the Highpoint Development Permit application.

In discussion it was noted that:

- A development variance permit may be required depending on which lot line is considered a rear lot line;
- If a development variance permit is required then a public process would take place;
- If Council decides to go with a development variance permit, the variance would be to reduce the set back from 7.5 meters to 4 meters;
- If a development variance permit is not granted, then the applicant would have to redesign their plans to comply with the existing zoning requirements;
- The building department did not have issues or comments on the site setbacks;
- There is access into the building on the north, south, and west side of the building;
- There is no fire access on the east side of the building;
- The fire department was given a referral package and their feedback ensured the building meets the building code and has sprinklers;
- Easement on the property is useable for access to the building;
- The original intent of the project was to stratify the building.

Recommendation No. 7 – Highpoint – Development Permit

Moved/Seconded

That all lot lines of Lot A, Except Portions in Phase One, Phase Two, Phase Three, Phase Four, and Phase Five Strata Plan VAS2856, District Lots 303 and 304, Plan VAP23109 are considered to be side lot lines in respect to Zoning Bylaw No. 25, 1987; and

That Development Permit 2017-10 be approved for Lot A, Except Portions in Phase One, Phase two, Phase Three, Phase Four, and Phase Five Strata Plan VAS2856, District Lots 303 and 304, Plan VAP23109 with the following conditions:

- a. That the property is developed in accordance with:
 - i. The following architectural drawings prepared by Stephen Hanneman Architect dated December 5, 2005 and revised to December 8, 2017:
 1. A1 Site Plan, Key Floor, Project Data, Landscape Data;
 2. A2 Ground Floor Plan;
 3. A3 2nd & 3rd Floor, Floor Plans Refer to Plan Details A4 & A5;
 4. A6 Elevations; and
 5. A7 Elevations.
 - ii. The following landscape drawings prepared by PMG Landscape Architects dated October 19, 2007 and revised to December 1, 2017:
 1. L1 Landscape Plan;
 2. L2 Landscape Shrub Plan;
 3. L3 Landscape Shrub Plan; and
 4. L4 Landscape Specifications
- b. That a landscaping bond in the amount of \$48,965.25 shall be held for a period of two years post-installation to ensure plant survival.
- c. That all exterior light fixtures must be full-cutoff and downcast. All lighting must be energy efficient and LED. All lighting systems must be designed by a qualified engineer.
- d. That all dwelling unit windows must be openable.
- e. There must not be a net increase in storm water flow volume or velocity from pre-development to post-development conditions. Bioswales, raingardens, landscape detention areas, or other onsite methods of storm water retention and absorption must be used to prevent a net increase in storm water flow volume and velocity.
- f. That all runoff from the parking area be directed into an oil and grit separator.

CARRIED

6.2 Van Ke Developments – Development Permit- Lot 55, Gale Avenue North

Recommendation No. 8 – Van Ke Developments – Development Permit

Moved/Seconded

That the report from the Community Planner dated December 19th, 2017 regarding the Van Ke Developments – Development Permit be received.

CARRIED

The Community Planner gave a presentation on the Van Ke Developments development permit application. In her presentation she noted that there is also an application for a 14 lot subdivision. The property is located in development permit areas 4 and 5. The development permit needs to be reviewed and approved prior to approval of the subdivision development. The property is located in the West Porpoise Bay neighbourhood fronting both Gale Avenue North and Heritage Road. The zoning is R-1B which allows for the property to be subdivided into 900 square meter sized lots. The Official Community Plan land use designation is Residential, which the application complies with. The geotechnical report states that the subject site is suitable for the proposed development if the recommendations are incorporated into the design and construction. The application currently meets all the requirements at the pre-design stage.

In discussion it was noted that:

- Garage faces must be built back 1 meter from the front of the building so the garage is not seen as the predominant building from the road;
- Detailed plans must be provided prior to the removal of any vegetation to ensure vegetation is not unnecessarily removed;
- Soil erosion and soil management control plans will be put in place to prevent water issues and flooding.

Recommendation No. 9 – Van Ke Developments – Development Permit

Moved/Seconded

That the following conditions be met prior to issuance of Development Permit 2017-41:

- 1) Provision of a ‘tree protection plan’, prepared in accordance with Bylaw 484, 2009, and with consideration of the following applicable DPA No. 5 guidelines for Natural Areas/Vegetation:
 - a) Natural slope features including treed ridgelines, hilltops, rock outcrops, drainage courses, mature vegetation and forest stands shall be retained in their natural state and incorporated into the design of the project.
 - b) Preserve native vegetation, with removal only where necessary for the building foundation, driveway, and landscaping directly adjacent to the house; and
the geotechnical engineer’s recommendation for this development:
 - c) Vegetation and existing topsoil and forest litter on the slope should be retained where possible in an effort to reduce surface erosion and soil raveling.
- 2) Provision of a re-vegetation and landscaping plan, and tree cutting permit application, prepared by a qualified landscaping professional, in accordance with

Bylaw 484, 2009 and with consideration of the applicable DPA No. 5 guideline for Natural Areas/Vegetation:

- a) Any trees or vegetation removed shall be replanted in order to prevent potential erosion, landslip or rockfalls, to stabilize slopes and to restore visual quality. Native plant materials and tree species are preferred to restore the natural character and biodiversity of the site.

- 3) Provision of a landscaping bond for the re-vegetation and landscaping works described in (2) above, to be held for a period of two years, post installation, to ensure timely planting and maintenance which optimizes chances of plant survival.

That the attached Development Permit 2017- 41 be issued for Van Ke Design Developments Inc. on Lot 55, EXCEPT PART DEDICATED AS ROAD BY DEPOSIT OF PLAN 19358, DISTRICT LOT 1473, PLAN 3659, PID 012-408-883.

CARRIED

6.3 Development Application Action Chart

In discussion it was noted that:

- The development application action chart was updated prior to the Council meeting of January 17th, 2018 so the decision from that meeting has yet to be added;
- The Prime Signal project is on hold while the applicant decides whether the project is financially viable.


7. ADJOURNMENT

That the Planning and Community Development Committee Meeting of January 24th, 2018 be adjourned at 2:54 pm.

CARRIED



Noel Muller, Chair



Jo-Anne Frank, Corporate Officer