Members Present:

- M. Fereday
- A.T. Horlor
- L. Taylor
- D. Wallace
- R. Furukawa
- K. Jacobs
- R. Thompson

Others:

K. Kehler, Manager of Current Planning
P. Morrison, Councillor
J. Hilsenteger, 0981329 BC Ltd.
B. Robertson, Kelland Foods Holdings Ltd., Inc. No. BC0747438
M. Jones, P.Eng., Timberlake-Jones Engineering
S. Harbottle, Planning Technician/Clerk

1. **Call to Order:**
The meeting was called to order at 8:00 am.

2. **Adoption of Minutes:**
Moved by L. Taylor Seconded by R. Furukawa

That the minutes of the meeting March 27, 2014 be approved. CARRIED

3. **Zoning Bylaw Amendment Application (103, 105, 111, 115 and 125 McMillan Street)**
Legal: Lot 3, 4, and 2, District Lot 89, Nanoose District, Plan 6265; That Part of Parcel G (DD 15820N), District Lot 89, Nanoose District, Shown Outlined in Red on Plan 801-R and Lot 1, District Lot 89, Nanoose District, Plan 5232
Civic: 103, 105, 111, 115 and 125 McMillan Street
Registered Owner: 0981329 BC Ltd.
Applicant: Jim Hilsenteger
File No: 3360-PZN006
Applicant Presentation:

Jim Hilsenteger, applicant on behalf of the registered owner, introduced the application and presented a PowerPoint presentation and overview of the proposal to the members. He provided information as follows:

- The Engineering Department requested there not be any access off McMillan so access is designed to be off Morison at the north end of the property. The land rises 20 feet from the north end to the south end of the property.
- They are proposing 3 buildings joined together, stepped up so the land for each building is stepped up 5 feet, to handle the elevation changes.
- There will be 6 suites, 2 units per floor with 3 elevators, one for each building.
- There will be garages for each unit, 6 on the main floor, each garage following the contours of the land to account for the elevation changes.
- The project is designed for ageing in place with design being the focus.
- The buildings will take into consideration mobility challenges, and each unit will have a large balcony, with roof top gardens proposed for the top of each building and will be designed to accommodate a solar panel and community garden boxes with a common area for socializing.
- This proposal will add density to the core, will permit walkability, and is planned to be handicap accessible.
- A large focus will be on the landscaping where possible and also on the balconies.

[Panel Discussion]

Q Are there any outstanding issues to be addressed?

[Keeva Kehler]

No outstanding technical issues and the proposal will go through the statutory process.

Q What consideration has been taken into account regarding the neighbouring properties?

A The landscape plan shows a buffer with a hedge with the hedge height being negotiated with the neighbours. They are trying to use vegetation to buffer between the properties rather than fencing.

Q What amenities are being proposed?

A Two items; bicycle parking spaces and they are proposing to move the bus park bench to the property and provide the maintenance required along with overhead protection for the bench. A key benefit of the proposal is the aging in place type of housing that is being proposed.

Q Access appears to be an issue with it being proposed for Morison, it appears to be very close to the corner. Is there a concern regarding this?

A There was a traffic study prepared which indicated there would be no problems concerning this corner.

Q They are showing a 3 foot roadway dedication on McMillan; is that to make it a standard roadway?

[Keeva Kehler]

This appears to be a left over from the previous rezoning; to allow for sidewalk and the road right of way.
Recommendation:

Moved by R. Furukawa  Seconded by L. Taylor

That the Advisory Planning Commission recommend to Council that the zoning amendment application for 0981329 BC Ltd. to rezone 103, 105, 111, 115 and 125 McMillan Street from "CD-19" to add a residential apartment use to the comprehensive development zone be approved subject to technical review by the Community Planning and Building Department and the Engineering and Operations Department and that the amenity needs (Fire Department contribution) being satisfied.  CARRIED

4.  Zoning Bylaw Amendment Application (371 Alberni Highway)

Legal: southern portion of Lot 10, District Lot 14, Nanoose District, Plan 2536 except Plans 733RW and VIP65632
Civic: 371 Alberni Highway
Registered Owner: Kelland Foods Holdings Ltd., Inc.No. BC0747438
Applicant: Timberlake-Jones Engineering
File No: 3360-PZN004

Applicant Presentation:

Bruce Robertson, on behalf of the registered owner, introduced the application and presented presentation boards along with an overview of the proposal to the members. He introduced Michele Jones, the applicant/engineer for the proposal who addressed technical issues. He provided information as follows:

- The site is 7 acres and was previously rezoned for multifamily and the servicing of the site was addressed at that time. In 2013 the property was purchased and later in 2013 the future land use was adopted into the OCP. Four acres is being proposed for the zoning amendment. A 40,000 sq. ft. store with 10,000 sq. ft. mezzanine above is being proposed. There will also be a 10,000 sq. ft. retail space on the remainder of the parcel. Traffic and environmental studies have been conducted.

[Panel Discussion]

Q What is the time frame you expect the building to occur?
A From the rezoning stage we would expect to take time to do the design for the development, perhaps one year at the development permit stage with a 2016 opening.

Q Concern regarding transportation, delivery trucks and access issues from Moilliet were expressed.
A The traffic study prepared indicated that the secondary access from Moilliet, which is the collector road is the preferred access, noting that the Alberni Highway moves too quickly. There will be some upgrades to the Alberni Highway/Despard intersection as part of the development.

Q Will you continue to operate the downtown store?
A We will watch and decide at the opening of the new store, it is a prime location (downtown) and already they have had expressions of interest from the business community.

Q Traffic concerns in relation to the Oceanside Health site and the building location; why was the narrowest part of the site selected as the site for the building?
A Esthetically, this location provided a better gateway with a building as opposed to having a parking lot in front with the building set back.

The traffic study took the Oceanside Health clinic into account. The study included all the other developments on the opposite side of the highway, all three corners, in the traffic model and the consultants are saying it should be okay. They will be making the intersection function better. This is a preliminary site plan and will be reworked with the development permit. The driveways and parking spaces are being made bigger than what is at the current store so the maneuvering will be better.

Q Will this be rezoned as a site specific zone?

[Keeva Kehler] Yes, it will be a land use zone regulating uses, floor area, setbacks and building height.

Q Concerned regarding the traffic situation from the Oceanside Health clinic and the increased traffic for Moilliet and Despard. Does staff have a plan in place for future consideration if the traffic becomes extremely bad?

[Keeva Kehler] The Planning Department relies on the Engineering Department regarding their assessment of the current needs along with the consultant's study. There is a process in place to deal with future issues. The City undertakes capital works projects, which, with Council’s recommendation can improve the traffic situation for that particular area with those items in mind.

Q Did staff look at the pedestrian access to the site?

[Keeva Kehler] The pedestrian linkage access to the site is on the other side of the property, which is not the area under consideration of the zoning amendment application. The pedestrian network will be dealt with at the development permit stage when that portion of the site is being developed.

Recommendation:

Moved by D. Wallace Seconded by K. Jacobs

That the Advisory Planning Commission recommend to Council that the zoning amendment application for Kelland Foods Holdings Ltd., Inc. No. BC0747438 to rezone a portion of 371 Alberni Highway from "CD-21" to a new CD zone be approved subject to technical review by the Community Planning and Building Department and the Engineering and Operations Department. CARRIED

Chairman R. Thompson, advised he had another meeting to attend and asked if L. Taylor would act as temporary chair for the remainder of the meeting. Mr. Taylor agreed and members had no objections.
5. Zoning and OCP Bylaw Amendment Application (312 Hirst Avenue)
Legal: Lot 8, District Lot 14, Nanoose District, Plan 5797
Civic: 312 Hirst Avenue
Registered Owner: The Kingsley Low-Rental Housing Society Parksville, BC
Applicant: Duane Round
File No: 3360-PZN007

Applicant Presentation:

The applicant was advised of the meeting but did not respond to the City's request to appear. Keeva Kehler, Manager of Current Planning advised the members she would be willing to present the proponent's proposal as submitted to enable the application to proceed. She advised as follows:

- The applicant is proposing to construct 28 affordable housing units on the property. There is a plan for the tenants currently residing in the 6 non-confirming existing units.
- The Kingsley-Low Rental Housing Society Parksville, BC is the current owner and manager of the property.
- The applicant is proposing a 3-storey building, with 28 one bedroom units for seniors who meet the definition of affordable housing within the City's bylaws.
- If the applicant is successful at the rezoning stage, he would be required to prepare a Housing Agreement which would be applicable for a period of 15 years and would require an affordable housing bylaw to be prepared.
- The applicant has requested that Development Cost Charges be waived as well.
- The application is deficient in materials for review and the applicant has explained he is in a difficult situation where the provincial government will not provide seed funding until the rezoning is in place.
- The applicant does have a history with the municipality and has developed 3 other nonprofit, affordable housing properties within the municipality.
- Council is happy with the proposal concept in theory.
- Affordable housing is a demonstrable need within the municipality.
- The technical items can be dealt with at later stages in the development.
- The City can develop a zone that is specific to the site and limits density until technical issues are dealt with.

Feedback is being requested from the members regarding this use.

[Panel Discussion]

Q If the affordable housing component was removed from this proposal and the current zoning considered, what use would be permitted for this site?

[Keeva Kehler]

The property is designated high density within the OCP. Its current zoning is RS-1. This proposal exceeds the density requirements, which makes an OCP amendment a requirement for this proposal.

[Councillor Morison]

The applicant explained that he was willing to go below 30 units but the provincial funding requirements would prefer not to go below 28 due to economies of scale. Council was happy with the presentation and because the applicant has a history with the City they are happy to give the go ahead provided issues are dealt with at future stages of the development.
Q. What is the definition of affordable housing?

[Keeva Kehler]

There is a definition in our Zoning and OCP bylaws. Affordable means someone earning 80% of Stats Canada median income could afford the rent and it would be less than 30% of their income. The applicant would be required to have a Housing Agreement for a period of 15 years not to charge more than that amount for rental. The applicant is proposing this development is for seniors only.

Q. The numbers for the units in the drawings attached to the report are different than what is being proposed. What is the correct number of units?

[Keeva Kehler]

The applicant made changes to their submission just prior to the report being finalized and the units being proposed at present is 28.

Q. Who will monitor the development through the years and is this development a strata development? Should the economy rise, who will accrue the value of equity built up?

[Keeva Kehler]

We have been advised that it will be rental units. The Housing Agreement outlines an expectation that the City will receive an annual review to allow the monitoring of the development. The owner of the land, The Kingsley Low-Rental Housing Society Parksville, BC is a non-profit society and any equity that accrues will go to them as owner of the property.

Q. Will there be commercial space within the building proposed?

[Keeva Kehler]

The applicant is proposing that there will be common space used for the residents of the building but there are no commercial lease spaces proposed. The units are proposed to be approximately 700 sq. ft.

Moved by M. Fereday        Seconded by D. Wallace        Abstain by R. Furukawa

That the Advisory Planning Commission recommend to Council that the zoning amendment application for the Kingsley Low-Rental Housing Society Parksville, BC to amend the OCP and rezone Lot 8, District Lot 14, Nanoose District, Plan 5797 (312 Hirst Avenue West) from Single Family Residential RS-1 to a new Comprehensive Development zone to permit a 28 unit affordable housing project be approved subject to technical review by the Community Planning and Building Department and the Engineering and Operations Department. CARRIED

6. Feedback from Panel members regarding material provided

Keeva Kehler asked the members whether the material currently provided to the members regarding applications is sufficient for their needs. The members advised they were generally happy with the material. Comment was made that if there were more than 2 applications it would be a benefit to the members if they had more time to review. Other members advised they were able to review the material in the time allotted and could look at any number of applications if it was required. General comment was made that the members would like to have conducted site visits prior to discussions at meetings.
7. File Status Update

Keeva Kehler, Manager of Current Planning advised the members of the applications received to date and their status:

Rezoning Applications:

- 234 and 244 Mills Street, Steve Marshall Motors to be seen by members in the future.
- 272 Island Highway West (Post & Lantern) already seen by the members on March 27, 2014.
- 292 Stanford Avenue and 151 Despard Avenue, the Insight Holdings proposal to be seen by members in the future.
- 183 McVickers Street, City of Parksville proposal has now been withdrawn so will not be viewed by the members.

Development Permit applications:

- 494 Island Highway East, Tim Hortons for an addition and façade improvements.
- 131 Corfield and 222 Island Highway, Co-Op Gas Station.
- 826 Island Highway West, Canadian Tire Store reissue of permit.
- 164 Bagshaw, Eat Fresh Urban Markets Ltd., façade addition to building.

8. Adjournment:

There being no further business, the meeting adjourned at 9:30 am.

Chair

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