

## **BOWEN ISLAND MUNICIPALITY**

Minutes of the Advisory Planning Commission Meeting held on Wednesday November 24, 2004 at 7:15 p.m. at Bowen Island Municipal Hall, 981 Artisan Lane, Bowen Island, British Columbia.

### **COMMISSION IN ATTENDANCE**

Ross Carter – Chair  
Ted Bentley  
Art Rogers  
Frit de Vries

### **REGRETS**

Rob Boyko  
Bill Granger  
Joldine Lee

### **CALL TO ORDER**

The Chair called the meeting to order at 7:15 p.m.

### **OTHERS IN ATTENDANCE**

David Hocking – Sustainable Community Advisory Com  
Alan Shatwell – Sustainable Community Advisory Com  
Erick Sherlock – Sustainable Community Advisory Com  
Gayle Ferguson – Minute Taker

### **ADOPTION OF THE AGENDA**

*RES# APC 04 –16*

#### **It was Moved and Seconded**

That the agenda be adopted as circulated. CARRIED

### **ADOPTION OF THE MINUTES**

*RES# APC 04 –17*

#### **It was Moved and Seconded**

That the minutes of the meeting held October 27, 2004 be adopted. CARRIED

### **NEW BUSINESS**

Visit by representatives from Sustainable Community Advisory Committee

David Hocking, Chair of the Sustainable Community Advisory Committee reported to the Commission that recommendations regarding density transfer made at the Joint Committees/Commissions April 22, 2004 meeting had been voted on and agreed to unanimously by the Advisory Planning Commission and the Sustainable Community Advisory Committee.

Eric Sherlock commented that the two resolutions on the issue of density transfer, passed at the April 22, 2004 joint meeting were not reflected in Draft 6 of the Snug Cove Village Plan. He noted that Council had given instructions to Municipal planners to follow the recommendations made at the Joint Committee/Commission meeting. Density

Transfer was to become a mandatory part for market housing. He requested the Advisory Planning Commission to reaffirm its agreement on the April 22, 2004 density transfer recommendations.

Discussion followed regarding:

- How to make the density transfer principle work;
- Existing densities in the Land Use Bylaw – need for a change in Land Use Bylaw regulations to correspond to change in the Official Community Plan;
- Amenity zoning would be easier to achieve than density transfer;
- The need to create a density transfer formula.

*RES# APC 04 –18*

**It was Moved and Seconded**

That the Advisory Planning Commission, in reviewing Draft 6 of the Snug Cove Village Plan, has concluded as has the Sustainable Community Advisory Committee that the resolution of the April 22, 2004 Joint Committee/Commission meeting related to density transfer as a basis for market housing in the Cove area had been misinterpreted. The Commission recommends to Council that, as the Miller Road properties on the west side have an existing density of approximately 5 units per acre, any density above that should be done through Density Transfer.

CARRIED

It was noted that the 2<sup>nd</sup> resolution made at the April 22, 2004 meeting had recommended 10 units for market housing and Draft 6 had indicated 20 units.

It was suggested that members of the Advisory Planning Commission and the Sustainable Community Advisory Committee could discuss the issue of the recommended number of units for market housing with the Planning Consultant.

**OLD BUSINESS**

Review of the Environmental Bylaw & Development Permit work done by the APC

The Chair provided Commission members with copies of a draft Hazard Slope Bylaw. He noted he had separated out Official Community Plan (OCP) and Land Use Bylaw (LUB) sections but had not made any major revisions. The objective would be to come up with new guidelines. He requested Commission members to review the documents provided. The Chair agreed to pull relevant sections for

sensitive ecosystems from the OCP and LUB

Ted Bentley provided Commission members with a copy the 1994 "Highlands" document, 'Protect the Integrity of the Natural Environment.

Discussion took place regarding the following issues:

- Whether guidelines are reflecting an objective - Could make sure objectives have a logical connection;
- Effect on down slope properties;
- LUB proposal - whether it meets the intent of the current OCP and if not then perhaps OCP should be enriched.

The Chair noted he would try to draft a revised version for sensitive environment development permit into LUB and OCP format.

#### Review of Secondary Suites and Accessory Buildings Report

The Chair reported that Council would like to receive comments on the Secondary Suites and Accessory Building Planner's report by December 31, 2004 so that the Island Community Planner could report to Council at the January 10, 2005 Council meeting. Comments from members would need to relate to:

- Whether the Commission agreed or disagreed with having a policy for Secondary Suites/Accessory Buildings;
- What are areas to be strengthened if the Commission agreed;
- If the Commission disagreed, the rationale for not having a Secondary Suite/Accessory Building policy.

The following issues were raised:

- How to ensure that secondary suites do not have undesirable effects on the neighbourhood – Each neighbourhood could decide through neighbourhood associations or Council could set up a process to decide which areas want secondary suites. However, a secondary suite bylaw would allow secondary suites island-wide;
- Should a house with a suite be owner occupied? Three options to look at:
  1. owner-occupied,
  2. owner must reside on the Island,
  3. must be owner occupied except for Snug Cove and Deep Bay;
- Suggestion that where there are secondary suites and

accessory buildings there should be separate, metered water connections;

- Suggestion to consider secondary suites as a home-based business.

The Chair suggested that Commission members give precedence to the Secondary Suite/Accessory Building issue and forward comments to the Chair regarding the Planner's memo, the draft policy, and secondary suites for residential purposes development permit areas.

Next meeting

The Commission agreed to meet on December 22, 2004 to discuss recommendations regarding Secondary Suites and Accessory Buildings.

**ADJOURNMENT**

The meeting adjourned at 9:20 p.m.