

**BOWEN ISLAND MUNICIPALITY**

**Minutes** of the Advisory Planning Commission Meeting held on Wednesday November 23, 2005 at 7:15 p.m. in the Council Chambers located at the Bowen Island Municipal Hall, 981 Artisan Lane, Bowen Island British Columbia

**COMMISSION IN ATTENDANCE**

Ross Carter – Chair  
Bill Granger  
Roger McGillvary  
Art Rogers  
James Tuer  
David Youngson

**REGRETS**

Frit de Vries

**STAFF IN ATTENDANCE**

Gina MacKay – Island Community Planner

**OTHERS IN ATTENDANCE**

Gayle Ferguson – Minute Taker

**CALL TO ORDER**

The Chair called the meeting to order at 7:22 p.m.

**ADOPTION OF AGENDA****It was Moved and Seconded**

That the agenda for the November 23, 2005 meeting be approved as circulated. **CARRIED**

**ADOPTION OF THE MINUTES****It was Moved and Seconded**

That the minutes of the October 26, 2005 Advisory Planning Commission meeting be adopted. **CARRIED**

Appointment of Commission members of the Next Term

**It was Moved and Seconded**

Whereas the term for the present members of the Advisory Planning Commission expires at the end of 2005, the Commission recommends that Council reappoint the following Commission members for the next term:

Ross Carter  
Bill Granger  
Frit de Vries  
Roger McGillvary  
James Tuer  
David Youngson

**CARRIED**

Hunter Subdivision

The Chair noted that the Hunter subdivision had become a non-issue as the applicant had withdrawn the Density Bank proposal.

Orientation for New APC members

The Chair reviewed the following procedures for the benefit of the new Commission members:

- Appointments to the Commission were made by Council;
- The Commission's role was advisory in nature and dealt with issues referred by Council. The Commission could also ask that issues be referred such as establishing development permit area bylaws for hazardous slopes and sensitive environmental areas which were in progress;
- A Chair was to be elected once each year;
- Quorum for meetings was four members;
- Land Use Bylaw (LUB) and Official Community Plan (OCP) were the reference documents used by the Commission;
- Present reporting system -reports were drafted by the Chair, reviewed and commented on by members through e-mail.

Gina McKay, Island Community Planner reviewed the following items for the benefit of the new Commission members:

- Planning Department staff members;
- Agreed to provide new members with copies of the APC Bylaw, the Land Use Bylaw and Official Community Plan documents;
- Sensitive Ecosystems and Hazardous Slopes;
- Development Permit Areas had been drafted by the Commission and sent to Alan Whitehead for comment;
- With recent additional Planning Staff, the Planning Department was looking to do more proactive planning in regard to issues such as Crown Land Management, Density Transfer.

Commission members provided their relevant background experience and related skills.

The Island Community Planner noted that with the departure of Mr. Rogers, she would contact the other applicant who had applied to sit on the Commission and forward the applicant's letter to Council for appointment as a 7<sup>th</sup> Advisory Planning Commission member.

Meeting Time

The Commission agreed to further discuss alternate meeting times at their regularly scheduled meeting on January 25,

2006 at 7:15 p.m.

**ADJOURNMENT**

The meeting adjourned at 8:15 p.m.