

BOWEN ISLAND MUNICIPALITY

Minutes of the Advisory Planning Commission Meeting held on Wednesday , October 27, 2010 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

Paul Tennant – Chair
 Jim Cox
 Frits deVries
 Gordon Ganong
 Roger McGillivray
 Karen Wristen

REGRETS

Jim Cox

STAFF IN ATTENDANCE

Hap Stelling, Director of Planning
 Jasmine Jawanda, Community Planner*

OTHERS IN ATTENDANCE

Gayle Ferguson – Minute Taker
 (*denotes partial attendance)

CALL TO ORDER

The Chair called the meeting to order at 7:24 p.m.

ADOPTION OF THE AGENDA

It was Moved and Seconded
 That the agenda for the October 27, 2010 Advisory Planning Commission be approved. CARRIED

ADOPTION OF THE MINUTES

Minutes of the February 10, 2010 Advisory Planning Commission **It was Moved and Seconded**
 That the minutes of the February 10, 2010 Advisory Planning Commission meeting be adopted CARRIED

NEW BUSINESS

Welcome to our newest Member James Glave The Chair welcomed new member James Glave to the Commission

Welcome to BIM Community Planner Jasmine Jawanda The Chair welcomed the new Municipal Community Planner Jasmine Jawanda

Report on Chair and Vice Chair discussion with the Mayor The Chair reported on a meeting with the Chair, Vice Chair and Mayor Turner. He noted the following:

- Mayor Turner has indicated now, that there is a full planning staff, he does not need to Commission attend meetings;

- The APC Draft bylaw was reviewed by lawyer;
- Influence of meetings and reports of the Commission - remains unaffected whether meetings are held or not;
- To be effective the Commission needs to review its role and build support by listening to people. Once a Commission's report is given to Council, push Council to take it seriously.

DISCUSSION

What role should the APC play in Bowen Island Planning

The Director of Planning, Hap Stelling provided the following comments regarding the role of the Commission:

- ◇ Role needs to agree with provisions of *the Local Government Act* (LGA);
- ◇ The LGA anticipates a functional role for an APC – this group should look at what that role is. I feel it should be more proactive and active than it is presently;
- ◇ Commission's guidance can serve as a check and balance system with planning decisions vetted through the Commission for advice and guidance, prior to final planning report being submitted to Council;
- ◇ There are planning initiatives that go beyond the present bylaw role of commenting on OCP and LUB issues. For example, the Ferry Marshalling final report, which has not been vetted by either the Ferry Advisory Committee or the Advisory Planning Commission.

Key comments/queries raised by Commission members included:

- Role:
 1. Have to deal with referrals but bylaw is permissive for other issues. The Commission could propose to Council what those might be;
 2. The OCP update process and the role of APC? *Hap: in Revelstoke amendments were always vetted through the Commission but on Bowen, Council chose a separate group to do the work of the OCP update*
 3. Draft Update referrals? *Hap: they have all come back and we are in process of making recommendations for the final draft based on public input, referrals, legal review. There are substantive structural deficiencies in the Plan and it is a long way from being adopted at this point.*
- Walk able Village Report from the Commission? *Hap: there are five Development Permit areas. Two of them – the Snug Cove revitalization area and the Snug Cove periphery areas have Development Permit guidelines. There is no intent to*

change the guidelines for the two completed ones. The remaining three areas do not have guidelines but must have them before the plan is adopted;

- Taking a more active role:
 1. Development permit areas – would be an interesting area for the Commission to be engaged in;
 2. Direct of Planning's suggestion - if the Commission developed a position paper on its functional role, which could then be to be workshopped with Council and that could then provide the foundation for an APC bylaw;
 3. Possible issues identified by Hap - DP guidelines, Snug Cove Implementation Plan, rezoning applications - Belterra and King Edward Bay. At this point the Director of Planning suggested that the Commission decide their direction related to the Commission's function ;
- Present flaws as noted by the Director of Planning :
 1. Rezoning applications have to go to Council first to request that they be referred. Trying to identify a more systematic way to get planning files addressed by the Commission, which would need to be written into the APC bylaw. This is a two step process – a position paper related to the role going forward of APC. Second step is to embed it in the bylaw;
 2. OCP amendments, LUB amendments have to be referred to Islands Trust but don't have to be referred to APC. This is a deficiency in the present system;
 3. Structure could be related to tiers of activity. For example, OCP/LUB amendments, referrals to Islands Trust should also go to the APC. Also any major planning initiatives could be referred or even just sent directly by Planning staff;
 4. Is useful to identify an inclusive and constructive role for the APC. This role needs to be advanced by the Commission itself.

The Commission expressed general agreement with the above noted suggestions made by the Director of Planning

The Chair noted that structural changes are not all that significant.

Other issues

The Commission discussed the following issues regarding:

- the composition of the Commission;
- Length of term - Frits noted that rules for length of term have generally been ignored. My term has expired and have worked hard for solutions that might work. It is possible that my firm could be involved with home designs in Cape Roger

Curtis area and prefer not to deal with conflict of interest issues that could arise;

- Resource material available:
 - 1 through American Planning Association there is a wealth of information for Commissions that could be sourced and distributed;
 - 2 A report regarding Smart Growth in the rural context and best practices is available;
 - 3 James suggested material could be shared by setting up an email alias
- Appointments? *Hap: asked Brent to identify the approach to use in discussing it with Council We as staff or you as APC can make recommendations*

The Chair noted that he would be in touch with members via email and there would be a meeting in November.

ADJOURNMENT

The meeting adjourned at 9: 15 p.m.