

BOWEN ISLAND MUNICIPALITY

Minutes of the Advisory Planning Commission Meeting held on Wednesday November 22, 2006 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	James Tuer – Chair Ross Carter Frits de Vries Roger McGillvray
STAFF IN ATTENDANCE	Jason Smith - Planner
REGRETS	Chelsea Greene Nerys Poole
OTHERS IN ATTENDANCE	Gordon Ganong Stephanie Legg Gayle Ferguson – Minute Taker
CALL TO ORDER	The Chair called the meeting to order at 7:21 p.m.
ADOPTION OF THE AGENDA	By unanimous consent the agenda was approved as amended.
ADOPTION OF THE MINUTES	<u>It was Moved and Seconded</u> That the minutes of the October 25, 2006 meeting be adopted as amended: Page 1 Commission In Attendance – add “ <i>Chelsea Greene</i> ” Page 2, 3 rd bullet change “...5 rental units... 5 small scale single family...” to “...6 rental units... 6 small scale single family...”: CARRIED
NEW BUSINESS	
New Member Gordon Ganong	Gordon provided the Commission with a brief description of his background and interests. <u>It was Moved and Seconded</u> That the Advisory Planning Commission request Council to appoint Gordon Ganong to serve on the Advisory Planning Commission. CARRIED
Future Policy Work	The Planner noted that as a future project, the Commission would be requested to look at commercial development

outside the Snug Cove Area.

Referral Procedure

Jason Smith, Planner commented on the following issues regarding the referral procedure:

- How referral submissions are handled when they come directly to the Commission. Suggestion that public attending a meeting be allowed to participate in the discussion but written submissions should be done as part of the Public Hearing process;
- Comments received from the Public by the Commission via e-mail are not available to the Public. The process needs to be completely open and transparent;
- All written submissions should come through the Municipality and then be distributed to the Commission

A Commission member noted that there was a long tradition of the Commission hearing from the Public on the Island. If public comments via email get to the Commission (emails are listed in the Phone book) then the Chair would need to ensure that the Planner gets a copy and such submissions become part of the public record for the next meeting and made available to the proponents of an application.

Issues raised:

- Emailing by members working on reports/recommendations to Council - suggestion that members identify their thoughts as individuals;
- Writing of reports - the Commission has always reviewed proposals commented on them, made suggestions based on *Official Community Plan (OCP)* policies, where the proposal might be refined within the OCP context, and the Commission has picked up areas where the OCP or the Land Use BYlaw may be inconsistent. The Planner responded by suggesting, that in an effort to avoid lengthy delay where Advisory bodies meet only monthly, that some email correspondence among Commission members would be necessary;
- Inconsistencies between receiving verbal submissions and not receiving written submissions;
- Commission's primary role was the technical task of reviewing referrals in the context of the *Official Community Plan* and the Land Use Bylaw, as well as reports and presentations by the Planner;

The Commission agreed to continue to receive public

comment and that the Planning Department could notify the Commission when a submission had been received and submitted to Council.

OLD BUSINESS

Belterra Review

The Commission reviewed the following aspects of the Belterra Proposal:

AFFORDABLE HOUSING

- Suggestion that houses be market housing and then provide maximum amount of affordable rental housing as rentals are a more affordable accessible form of housing;
- Official Community Plan Review
 1. Need for an n Affordable Housing Policy. Could have the Belterra Proposal set a precedent and then work on developing a policy;
 2. Another option would be to create a Comprehensive Zone (CD) to allow for density over *Official Community Plan* densities. Significant density was previously given for the existing Affordable Housing Complex below Municipal Hall, for the same zoning as the Proponents property;
 3. *Official Community Plan* penalizes smaller houses;
 4. Suggestion to create a designation within the *Official Community Plan* for Affordable Housing
- Commission would prefer to see alternative uses to the mini storage and would support increased density in the form of additional Affordable Housing rather than self storage;
- Setting a precedent and unit mix – unit mix is too heavily weighted on market housing and not contributing enough to affordable housing aspect. The Commission agreed that additional affordable housing within the rental group was supportable.

DENSITY

1. Village Periphery Area seen as one of the better areas for consideration of Affordable Housing;
2. Policy exists that the Village Periphery should be a transition area from higher density in Snug Cove to more rural areas of the Island;
3. Secondary Suites – Single family housing with a suite could be replaced by two smaller units, a duplex;
4. Commission agreed that as an alternate to single family houses with rental suites, the applicant consider

duplexes/triplexes in order to provide a more diverse housing stock and become an example to developers of types of housing possible;

5. Counting density - Commission agreed that there is a need to count density differently than the present use of a single family unit. Important to note that the proposal uses a single family formula for density calculation;
6. Density needs to be counted in a way than allows Council to implement affordable housing. Need a formula for discounting i.e. "unit equivalents";

POLICY NEEDS

1. Policies are needed for Affordable Housing, Village Periphery Zone while sorting out Belterra and Surplus land uses;
2. Could use the Snug Cove Plan to get specifics into the *Official Community Plan* relative to the Village Periphery area related to Affordable Housing. A specific designation to allow for affordable housing to be brought into the Island's housing stock;
3. If Council is comfortable with setting a precedent the Commission could propose a CD approach

REZONING

In looking at zoning for the entire Village Periphery area., Belterra and Surplus Lands should be considered together to provide a significant amount of affordable housing

RELATIONSHIP TO SNUG COVE

Housing is oriented towards Island Pacific School and Cates Hill Chapel, and the Teen Centre. This orientation has changed the character of the lands. The Belterra development would link into the adjacent institution buildings and potential uses in Surplus Lands.

RAVENHILL FARM

Commission agreed that it was beyond their terms of reference to comment on this aspect as the Commission was dealing with peripheral area land. Agricultural Reserve Land was an issue for the Municipality.

SUSTAINABILITY

1. Environmental aspect - Commission agreed they are satisfied with the environmental report and requested that Julian Dunster affirm he approved of the self storage unit in the proposed location.

2. The Planner noted that the proposal would need to meet the requirements of the new policy "Build Green" for new residential buildings.
3. Water and traffic issues need to be addressed.

SITE PLAN

The Commission agreed that it was too early to comment on site plan but if the proposal moves forward more work on site planning needs to take place.

It was Moved and Seconded

That the Commission develop a report to Council on the Belterra proposal from the minutes and notes taken at the November 22, 2006 meeting and
That the report be vetted by Commission member's present at the meeting, prior to forwarding the report to the Planner.
CARRIED

ADJOURNMENT

The meeting adjourned at 9:45 p.m.