



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT
ADVISORY PLANNING COMMISSION
MINUTES
HELD ON
OCTOBER 20, 2009
COUNCIL CHAMBERS**

MEMBERS PRESENT: Rod Lavergne, A/Chairperson
Joanne Kimm
Darwin Robinson
Ramona Scott
Ed Williams

REGRETS: Jaime Hilbert
Gerald Froese

STAFF LIAISON: Trevor Parkes, Senior Planner

COUNCIL LIAISON: Randall Garrison

SECRETARY: Marie Letham

No members of the public in attendance

I. CALL TO ORDER

The Chair called the meeting to order at 7:00 p.m. and outlined the meeting procedures and role of the Advisory Planning Commission.

II. ADOPTION OF AGENDA

Moved Darwin Robinson, seconded by Joanne Kimm that the agenda be adopted as circulated.
The motion **CARRIED**.

III. ADOPTION OF MINUTES

Moved by Ed Williams, seconded by Darwin Robinson that the minutes of the regular meeting of September 15, 2009 be adopted as distributed.
The motion **CARRIED**.

IV. STAFF REPORT

(1) **Development Variance Permit**
Owner/Applicant: Calvin Parsons
937 Rankin Road

The owner, Calvin Parsons was in attendance to outline his request for the variance for the siting of an accessory building in the front face of the Principal Building. He explained that his lot is quite large and for practical purposes his front yard is his rear yard.

He stated he will be demolishing the garage in order to gain some garden space, as he considers this his front yard.

In response to a question from a Commission member, Joanne Kim, regarding the dock, the applicant commented that it was rotting and impractical to use. Therefore it has been removed.

There were no other questions of the applicant.

Public Input:

No members of the public were in attendance.

RECOMMENDATION:

Moved by Ramona Scott, seconded by Darwin Robinson that the Esquimalt Advisory Planning Commission (APC) resolves that the application for a Development Variance Permit for Lot 11, Section 2, Esquimalt District, Plan 27073 [937 Rankin Road] including the following variance to Zoning Bylaw No. 2050 be forwarded to Council with a **recommendation of approval.**

Zoning Bylaw No. 2050, Section 36(9)(b)(i) – Siting Requirements – Accessory Building – Front Setback: waiver from the requirement that no Accessory Building shall be located in front of the front face of the Principal Building.

The motion **CARRIED UNANIMOUSLY.**

(2) **Development Permit**
Owner/Applicant: Peter Cavin (Country Grocer on behalf of
Esquimalt Building Limited, INC no. 551481
Unit #4 – 1153 Esquimalt Road [Country Grocer]

Peter Cavin, the applicant on behalf of Country Grocer, attended to outline the proposed improve to the façade of the Esquimalt Country Grocer by replacing the current chain link fencing at the front of the

building with roll up fencing. A sample of the fencing was displayed for the Commission.

Darwin Robinson inquired if fences blocked off the end?

The applicant replied, yes, one up and under the other.

Darwin Robinson commented that it would be a vast improvement.

Ed Williams inquired if this would impede pedestrian traffic?

Peter Cavin replied that the fencing is only rolled down at closing time.

Public Input:

No members of the public were in attendance.

RECOMMENDATION

Moved by Darwin Robinson, seconded by Joanne Kim that the Esquimalt Advisory Planning Commission (APC) resolves to forward the application for a Development Permit for Lot A, Section 11, Esquimalt District, Plan 15195, Except Plan 24210 (1153 Esquimalt Road) to Council with a **recommendation of approval.**

The Motion **CARRIED UNANIMOUSLY.**

**(3) Report from Director of Development Services on
Proposed Green Check List for New Development Projects.**

Council has directed Staff to forward the proposed Green Check List to the Advisory Planning Commission and the Environmental Advisory Committee for review and comment.

Trevor Parkes, Staff Liaison, gave a brief history of the Green Check List. Stating this is a tool will help give guidance to the Commission and Council when reviewing applications and give developers some items to consider. This is a draft list and is not written in stone.

After a brief discussion on the document by the members made the following comments:

- good idea;
- found it extensive & overwhelming;
- expressed concern about liability when asking for items above the building code;
- good idea, consider this document as more of a sustainable list rather than green;

- some materials not available [i.e. purple pipe];
- make it obvious the document is a check list;
- separate the document into residential and commercial.

Trevor Parkes encouraged the Commission members to forward their comments to the Director of Development Services by November 2, 2009.

RECOMMENDATION

That the Green checklist for new development projects be reviewed y the Advisory Planning Commission and that any recommendations for changes, deletions or additions be forwarded to the Director of Development Services by November 2, 2009 so that they may be included in a report to the November 9th meeting of the Committee of the Whole.

V. PLANNER'S STATUS REPORT

Trevor Parkes presented the following status of recent applications:

675 Lampson Street [DVP – Siting of Accessory Building] Application was considered at Council on October 5, 2009 and Council moved that DVP No. 05/2009 be issued and registered at the LTO.

883 Admirals Road [Non-Strata Duplex DP]. COTW supported staff recommendation that the DP be forwarded to Council with a recommendation of approval. Application is scheduled to be presented to Council November 2, 2009.

1190 Rhoda Lane [DVP – Waiver of OCP No Build Area and Reduction in Waterfront Setback] Application is held in abeyance pending final approval of the 6 lot strata subdivision.

924 Esquimalt Road [62 unit MF] The rezoning and DP application were to be considered by APC this evening however the application was found to be incomplete therefore it was postponed. Staff expect to present the application at the November APC meeting.

Legalization of Secondary Suites:

Secondary Suites are Legal in Esquimalt as of Monday, Oct 19, 2009. Suites must meet BCBC 2006, Owner Occupied and have No Parking Requirement as well as meeting other criteria.

Esquimalt Village Project:

Finalizing plans for Site 1 so that it can be tendered for development would signal that the municipality is moving forward with planning and implementing the EVP and help to restore public interest in this project.

On October 13th COTW received a report from consultants with proposed land use options for Site 1. This information is available on the Esquimalt webpage.

A Public Open House will occur sometime in November seeking feedback on the proposed options.

Recovery Homes:

COTW indicated they were generally supportive of the direction staff had taken and the proposed changes will be presented to APC at the October meeting. Staff engaged the law firm of Young/ Anderson to review the proposed Amending Bylaw. The response from the law firm identified issues with the proposed bylaw as well as suggestions on how to proceed. Staff are currently working to draft a revision to be presented to the COTW. This amending bylaw will be brought before APC for consideration when it is ready to proceed.

OCP Height and Density Review:

Staff held two workshops for the public to learn about the issues surrounding height, massing and density within Esquimalt. These workshops occurred Saturday, October 3rd from 9:30am until 12:00pm in Council Chambers and Tuesday, October 6th from 7:00pm until 9:30pm. Each session was well attended and positive feedback was provided. Comments are still being received from the public on this issue via worksheets that are available at the Development services counter or on the Esquimalt webpage. I have provided a copy of the presentation material and the worksheets to each member and all members of APC are encouraged to provide staff with much needed feedback that will contribute to the future character of Esquimalt. The submission deadline is Friday, October 23, 2009.

Residential Parking Only Zones:

Staff presented the request from the Esquimalt Advisory Planning Commission to expand their terms of reference to include the review of applications for Residential Parking Only zones and ensure that all future applications for Residential Parking Only zones be forwarded to them prior to being considered by Council to Council on October 5, 2009. Staff recommended the motion be denied due to limitations of the Local Government act and that it would place a subjective lense on an objective, technical review. Council moved: *That consideration of the request from the Advisory Planning Commssion to amend the APC Terms of Reference to permit review of Residential Parking Only applications be postponed and referred to the Commission undertaking a comprehensive review of the Streets and Traffic Bylaw and Ticket Utilization Bylaw.*

Don Marsden: former member of APC, Don Marsden, passed away on Monday October 12, 2009. A celebration of life will be held Sunday, October 25, 2009 from 1pm to 3pm at Gorge Vale Golf Course.

VI. COUNCIL LIAISON

Councillor Garrison informed the Commission of the following events taking place in Esquimalt:

- Anti-Graffiti Workshop which was organized by staff and volunteers is a huge success bringing in over 210 delegates from around the world;
- Trees for Tomorrow, a program for tree planting organized by Parks involving 30 volunteers to plant 260 trees will take place in Esquimalt Gorge Park;
- EVP – looking at locating a site for a Children’s Museum, Council is very committed to this.

VII. NEW BUSINESS

Secondary Suites Bylaw

Rod Lavergne expressed confusion relating to section 9.36.1.1 of Appendix “A” of the BC Building Code 2006. He indicated subsections 1 and 3 appeared to contradict each other and asked the members to consider sending a letter to the Minister seeking clarification of these points.

Moved by Joanne Kimm seconded by Ramona Scott that a letter be sent by the Chair of the APC to the Minister of Housing, Rich Coleman, asking the question. The motion **CARRIED**.

IX. NEXT REGULAR MEETING

The next regularly scheduled meeting is November 17^h, 2009.

X. ADJOURNMENT

On motion the meeting adjourned at 8:40 p.m.

Certified Correct

Rod Lavergne, A/Chairperson