I. CALL TO ORDER

The meeting was called to order at 7:00 p.m. by the Chair

II. LATE ITEMS

No were no late items.

III. ADOPTION OF AGENDA

Moved by Bill Lang, seconded by Lorne Argyle, that the agenda be adopted as distributed.
The Motion CARRIED UNANIMOUSLY.

IV. ADOPTION OF MINUTES – Regular Meeting held June 18, 2013

Moved by Mark Salter, seconded by Lorne Argyle, that the minutes of the Regular Meeting of the Advisory Planning Commission held June 18, 2013 be adopted as distributed.
The Motion CARRIED UNANIMOUSLY.

V. BUSINESS FROM MINUTES

There was no outstanding business from the Minutes.
VI. STAFF REPORTS

(1) DEVELOPMENT VARIANCE PERMIT
[Lot 6, Section 10, Esquimalt District, Plan 6105]
766 Hutchinson Avenue

Trevor Parkes, Staff Liaison, gave a brief review of the proposal requesting relaxation of the rear yard setback from the required 7.5 metres to 4.41 metres, a relaxation of 3.09 metres in order to reconstruct an existing deck, which was built many years ago without a permit, and also to reconfigure the stairs. Trevor Parkes indicated that the owner has applied for a permit to add a suite to the dwelling.

Wendy Cardiff, owner, applicant was in attendance to outline the proposal to the Commission Members. The owner outlined the need to rebuild the deck, which is rotting and to reconfigure the stairs, all to meet the BC Building Code. She advised the Commission members that her rear yard has a high hedge and her deck is not visible to her neighbours, the yard is very private.

In response to a question regarding the apple tree on the west side of the lot, the owner responded that the tree will remain.

Several members commented that it was a good plan. Also, in response to a question whether the owner would be hiring a contractor or doing the work themselves, the owner responded, that they would be hiring a contractor.

RECOMMENDATION:

Moved by Bill Lang, second by Lorne Argyle, that the Esquimalt Advisory Planning Commission resolves to recommend to Council that the application for a Development Variance Permit authorizing the construction as shown on the architectural plans provided by Pacific Coast Design Build, stamped “Received July 26, 2013” and sited as detailed on the survey plan prepared by JE Anderson & Associates, stamped “Received July 27, 2013, and including the following relaxation to Zoning Bylaw, 1992, No. 2050, for the development proposed at Lot 6, Section 10, Esquimalt District, Plan 15257 [766 Hutchinson Place], be approved.

Zoning Bylaw, 1992, No. 2050, Section 34(9)(a)(iii) – Siting Requirements – Principal Building – Rear Setback - a 3.09 metre reduction to the required 7.5 metre setback from the Rear Lot Line [i.e. from 7.5 metres to 4.41 metres].

(2) REZONING APPLICATION
[Lot 9, Section 10, Esquimalt District, Plan 6105]
1108 Craigflower Road

Trevor Parkes, Staff Liaison, outlined the application for rezoning. The property is RD-3 zoned, and it is the intention of the owner to remove the existing house and subdivide the lot into two, fee simple lots. The owner would then construct a detached single family dwelling on each lot. The subdivided lots would have a narrower frontage than a standard single family dwelling and these lots would have an area of 527.2 metres very close to the 530m2 required in the RS-1 zone.
In response to a question regarding comments from Parks Department and the Fire Department, Trevor Parkes, advised that these two departments had not responded with their comments in time for this meeting. They will be available before the application is forwarded to Council.

In attendance to present the proposal were, Ravinder Gill, owner, Darrell Stubbs, representative of the owner, and Rov Dosanjh, Rayn Properties Ltd, contractor. Darrell Stubbs, outlined the history of the lot and the surrounding area. He explained why the owner was requesting two fee simple lots, rather than requesting a pan-handle development, as several of the surrounding properties have done.

In response to a question from a Commission member, whether the surrounding neighbours had been consulted, Darrell Stubbs responded that a package had been prepared and taken to the adjacent neighbours.

In response to a Commission members inquiry regarding parking. Trevor Parkes, informed the membership that the area in front is designated “Residential Permit Parking” only. Each residence receives two parking permits. Trevor Parkes also confirmed that this application satisfies the Township's parking requirements.

A Commission member asked who had filled in the Green Check List? The contractor, responded that he had filled in the Check List. He was advised that he should provide further details to questions numbers 3, 7, 10, 20, 21, 26, and 38, prior to the proposal going to Council.

Rov Dosanjh, contractor, advised the Commission, that his company has been involved with Built Green Projects and products; he will start sourcing and provide more detailed information for Council.

He also advised in all their projects mobility access and “aging in place” is considered, i.e. wider doorways. He stated these issues will be discussed with Rus Collins, of Zebra Design.

In response to a questions regarding heating sources, contractor advised that this has not been decided. With reference to a question requiring heat pumps, Trevor Parkes, responded that there is zoning criteria for siting of heat pumps.

Trevor Parkes, in response to a members comments that many questions were unanswered regarding siding, and materials, stated that these issues will be addressed at the Development Permit stage, should the rezoning be approved by Council.

APC DISCUSSION:

During discussion, the following comments were made:

- Several members indicated that they liked the proposal;
- Questions regarding the Green Check List must be answered prior to going to Council;
- Proposal blends into the streetscape;
- Park views are preserved;
- Trees are being preserved;
- Effective use of land.
RECOMMENDATION:

Moved by Lorne Argyle, seconded by Mark Salter, that the Esquimalt Advisory Planning Commission [APC] resolves that the application for rezoning, authorizing two new single family dwellings sited in accordance with the survey plan prepared by Alan Powell representing Powell and Associates BC Land Surveyors, stamped “Received August 2, 2013”, and incorporating height and massing consistent with the architectural plans provided by Zebra Design detailing the development proposed to be located at Lot 9, Section 10, Esquimalt District Plan 6105 [1108 Craigflower Road], stamped “Received August 1, 2013”, be forwarded to Council with a recommendation of approval.

VII. STAFF LIAISON

Trevor Parkes, Staff Liaison reported on the status of the following:

**907 Dunsmuir Road**: [DVP to accommodate addition of a prefabricated secondary suite]. Application was forwarded to Council July 15, 2013. Council approved the variances.

**973 Wollaston Street**: [DVP to accommodate addition to deck constructed without the benefit of a building permit]. Application for variances was unanimously denied by Council on April 22, 2013. Staff undertook progressive enforcement to ensure compliance with the zoning regulations. The applicant responded by soliciting Council’s permission to re-apply for consideration of the application. Council granted the request to accept re-application for relaxations of zoning requirements to allow the deck. Upon careful review of the Local Government Act and OCP, staff have directed the applicant to submit for a Development Permit which will include the relevant variances no later than August 27, 2013.

**933 Mesher Place**: [DVP to allow parking in front of the front face of the Principal Building]. At the request of the applicant staff re-evaluated the requirement for the DVP based on the definitions of Front, Side and Rear Lot Lines contained in Zoning Bylaw, 1992, No. 2050. Upon review, the application for DVP was deemed unnecessary, the application fee refunded and the Building Permit to legalize the secondary suite issued.

Changes to the application of the Zoning Bylaw Lot Line definitions may significantly impact development potential for irregular shaped lots within Esquimalt as the resulting building envelopes may be more restrictive.

**Triangle Estates – West Bay**: Staff reviewing file and developing amending bylaw for presentation to Council in September 2013.

**622 Admirals Road**: [Rezoning application for 12 storey, 152 unit mixed commercial and senior’s care building]. Staff presented the Housing Agreement Bylaw for 2nd and 3rd reading on June 24, 2013. Council approved both readings which positioned both the Housing Agreement Bylaw and Zoning Amending Bylaw at 3rd reading. Staff have provided the applicant with the relevant materials to complete the registration of a covenant on the properties titles and to return a signed original of the Housing Agreement. Staff are awaiting response from the applicant prior to returning the bylaws to Council for consideration of approval.
Core Area Wastewater Treatment Plant: OCP Amendment and Rezoning has been approved to permit sewage treatment at the McLoughlin Point. CRD is required to submit for a Development Permit for the CAWWTP.

Commission members asked Staff Liaison for updates on the following older projects:

856 Esquimalt Road: “The Cambie” is there was any movement: Trevor Parkes responded, that this application has been silent since 2012;

521 Comerford Street: Trevor Parkes advised that there are outstanding issues and that the owner is dealing with BC Hydro.

Esquimalt Village Plan [EVP]: Bill Brown, Director of Development Services, advised the Commission that this project is proceeding. Survey of the site is done; Contaminated Site report filed; archaeological survey needs to be completed and the Township needs to find a business partner.

English Inn, 429 Lampson Street: The Heritage Revitalization Agreement did not fit Esquimalt needs. Request for an OCP and Zoning amendment are proceeding forward Council late September for consideration.

Tudor House, 533 Admirals Road: Trevor Parkes reported that the owners are looking at various options. Potential is huge for the site.

VIII. COUNCIL LIAISON
Councillor Morrison commented that it was a good update. He reported that 973 Wollaston Street, would be making a new application and be returning to the APC, in order to make a stronger case.

Councillor Schenbein commented that Council took into consider the good questions asked by the APC and DRC regarding the CRD WWTP application. The information was valuable to Council in order to have good, strong amending bylaws.

The Admirals Road Improvement project came before Committee of the Whole. Drawings will be brought to Council.

IX. NEW BUSINESS
No new business submitted.

X. NEXT REGULAR MEETING
Tuesday, September 17th, 2013.

XI. ADJOURNMENT
On motion the meeting adjourned at 8:30 P.M.
CHAIR, ADVISORY PLANNING COMMISSION

THIS 15th DAY OF OCTOBER, 2013

CERTIFIED CORRECT:

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ANJA NURVO,
CORPORATE OFFICER