



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**  
**ADVISORY PLANNING COMMISSION MEETING MINUTES**  
**HELD ON**  
**TUESDAY MARCH 15, 2016**  
**ESQUIMALT COUNCIL CHAMBERS**

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| <b>MEMBERS PRESENT:</b> | David Schinbein, Vice Chair<br>Lorne Argyle     | Christina Hamer<br>Amy Higginbotham |
| <b>REGRETS:</b>         | Nick Kovacs<br>Graeme Dempster                  |                                     |
| <b>STAFF LIAISON:</b>   | Trevor Parkes, Senior Planner                   |                                     |
| <b>COUNCIL LIAISON:</b> | Councillor Susan Low<br>Councillor Tim Morrison |                                     |
| <b>SECRETARY:</b>       | Simone Manchip                                  |                                     |

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**I. CALL TO ORDER**

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

**II. LATE ITEMS**

**III. ADOPTION OF AGENDA**

Trevor Parkes, Staff Liaison requested that the agenda be amended to add 1038 Colville Rd Development Permit for a two lot subdivision as a late item to Section V, Subsection (2).

Moved by Lorne Argyle seconded by Amy Higginbotham that the agenda be adopted as amended.

The Motion **CARRIED UNANIMOUSLY.**

**IV. ADOPTION OF MINUTES – JANUARY 19, 2016**

Moved by Lorne Argyle seconded by Christina Hamer that the minutes of the Advisory Planning Commission held January 19, 2016 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

1188 Esquimalt Road

PID 006-074-448, Lot 9, Block 4, Section 11, Esquimalt District, Plan 83

**Purpose of the Application**

Trevor Parkes, Staff Liaison outlined that the owners of the property are proposing to build a sunroom over what is now a low deck/patio space. The owners have stated that the space will be much more useful to the residents if it is more protected from weather conditions. A development variance permit is required before a building permit could be issued.

Mr. Parkes noted an amendment to the staff report recommendation, paragraph 2 be amended to read '**Zoning Bylaw, 1992, No. 2050, Section 44.1 (5)(a) – Lot Coverage A 7.5% increase to 8.0%**'.

Joe Newell, Joe Newell Architect Inc. was in attendance to present the application.

**APC Comments:**

Members commented that they liked the proposal and that it would be a nice addition for the residents of the retirement home.

**RECOMMENDATION:**

Moved by Christina Hamer, seconded by Amy Higginbotham that the Advisory Planning Commission recommends to Council that the application for a Development Variance Permit authorizing the construction as shown on architectural plans prepared by Joe Newell Architect Inc., stamped "Received February 16, 2016", and sited as detailed on the survey plans prepared by Powell and Associates, BCLS stamped "Received February 16, 2016 and including the following relaxations to Zoning Bylaw, 1992, No. 2050, for the development located at PID 006-074-448, Lot 9, Block 4, Section 11, Esquimalt District, Plan 83 [1188 Esquimalt Road], be forwarded to Council with a recommendation **to approve**.

**Zoning Bylaw, 1992, No. 2050, Section 44.1 (5)(a) – Lot Coverage A 8.0% increase to the requirement that all principal buildings, accessory buildings and structures combined shall not cover more than 30% of the area of a parcel [i.e. increase from 30% to 38% lot coverage].**

The Motion **carried unanimously**.

(2) DEVELOPMENT PERMIT

1038 Colville Road

PID 006-326-617, Lot 12, Block 13, Section 10, Esquimalt District, Plan 2456

**Purpose of the Application**

Trevor Parkes, Staff Liaison outlined that the purpose of this application is to ensure that the proposed subdivision complies with the design guidelines for Development Permit Area No. 5 – "Enhanced Design Control Residential" (Schedule "B"). For the Commission's information, Bylaw No 2849, being the bylaw that amended the Zoning Bylaw to create the Comprehensive Development District No. 92 [CD No. 92] is attached as Schedule "C".

The application will be presented to Council to seek a Development Permit.

**RECOMMENDATION:**

Moved by Lorne Argyle, seconded by Amy Higginbotham that the Advisory Planning Commission recommends to Council that the application for a Development Permit for a proposed 2-lot subdivision of Lot 12, Block 13, Section 10, Esquimalt District Plan 2546 as shown on the BC Land Surveyors Site Plan prepared by Alan M. Powell, B.C.L.S. and dated "received November 17, 2015 be **approved**.

The Motion **carried unanimously**.

**VII. STAFF LIAISON**

**856 and 858 Esquimalt Rd:** [Temporary Use Permit] The Development Permit was amended to extend the date of expiry for another year. This authorizes the operation of Two Burley Men for another twelve months.

**468 Head Street [Triangle Estates – West Bay]:** [Rezoning for 6 Storey, 73 unit commercial mixed use] Presented to the DRC on February 10, 2016. The DRC generally liked the application, but did have some concerns relating to how the design would integrate with the next phase of project, which would be the two properties located on the southeast tip of the triangle, adjacent to where Head St and Lyall St intersect. There was concern with the six storey structure at the setback profile that was presented, if you had a subsequent structure built on the two properties, it would create a wall along Head St. The DRC requested a siting and mass model for the future development of the southeast corner, as well as assurance that the setbacks could be accommodated to alleviate the situation. The application is scheduled to go back to DRC in April.

**826 Esquimalt Rd:** The design was reduced from 32 to 30 units and the parking was improved to a total of 24 spaces with the provision of a car share vehicle available, along with 30 car share memberships. A Public Hearing was held on February 1, 2016. Following the Public Hearing Council granted a 3<sup>rd</sup> reading. The adoption of the bylaw amendment is pending the registration of a section 219 covenant.

**973 Wollaston Street:** [Development Permit Including Variances] At the January 18, 2016 Council meeting, Council voted 4-3 to deny the Development Permit with variance. The extension of the deck that was done without a Development Permit was not approved. Staff are working with the applicant in order to have the deck remediated to its original condition.

**Interim Zoning Bylaw Amendments:** [Zoning Bylaw Revisions] Presented to Council and was given 3<sup>rd</sup> reading and adoption on February 1, 2016.

**Esquimalt Village Project:** Staff continue to work on the Request for Proposal. There will be a public announcement either in March or April regarding the Esquimalt Village Plan.

**622 Admirals Road:** [Development Permit application for 12 storey, 152 unit mixed commercial and senior's care building] The property has been listed for sale at \$4.6M.

**533 Admirals Road:** [Development Permit and Development Variance Permit] The applicant will be applying for Building Permit.

**VIII. COUNCIL LIAISON**

Councilor Morrison made the following comments:

- Council was surprised to hear that the Legion has been listed for sale.
- Mark Salter has stepped down from the APC, Council has posted on the website that they are accepting applications for appointments for the APC. The posting is looking for someone with a heritage and environmental background.
- Tentatively there will be an announcement at the March 21<sup>st</sup> Council meeting regarding the Esquimalt Village Project.
- There was a project charter process set up, and one of the key fundamental parts of the process was for the municipalities to offer up potential sites for a sewage treatment plant.

**IX. INPUT FROM APC TO STAFF**

None

**X. NEW BUSINESS**

None

**XI. NEXT REGULAR MEETING**

Tuesday, April 19, 2016

**XII. ADJOURNMENT**

On motion the meeting adjourned at 7:50 P.M.

CERTIFIED CORRECT:

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VICE CHAIR, ADVISORY PLANNING COMMISSION

THIS 19 DAY OF APRIL, 2016

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ANJA NURVO,  
CORPORATE OFFICER