

Monday, September 11, 2017

Minutes of the meeting of the Electoral Areas Services Committee held on Monday, September 11, 2017 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 10:00 am.

MINUTES

Present:

Chair:	E. Grieve	Puntledge/Black Creek (Area 'C')
Vice-Chair:	R. Nichol	Lazo North (Area 'B')
Directors:	B. Jolliffe	Baynes Sound-Denman/Hornby Islands (Area 'A')
Staff:	R. Dyson	Chief Administrative Officer
	A. MacDonald	General Manager of Planning and Development Services
	M. Rutten	General Manager of Engineering Services
	J. Warren	General Manager of Corporate Services
	J. Martens	Manager of Legislative Services
	L. Dennis	Legislative Services Assistant

MANAGEMENT REPORT:

B. Jolliffe/R. Nichol: THAT the Electoral Areas Services Committee management report dated September 2017 be received.

208

Carried

REPORTS:

ADVISORY PLANNING COMMISSION MINUTES

B. Jolliffe/R. Nichol: THAT the minutes of the Electoral Area B Advisory Planning Commission meeting held August 31, 2017 be received.

208 and 213

Carried

ELECTORAL AREA B – DEVELOPMENT VARIANCE PERMIT DV 5B 17 – 2029 STEVEDOR ROAD (VUORELA)

R. Nichol/B. Jolliffe: THAT the following items be received:

- Report dated August 15, 2017 regarding Development Variance Permit Application DV 5B 17 to decrease the minimum side yard setback from 7.5 metres to 3.5 metres to allow the construction of an accessory building at 2029 Stevedor Road (Vuorela).

- Correspondence dated September 5, 2017 relating to Development Variance Permit DV 5B 17 - 2029 Stevedor Road (Vuorela).

208 and 213

Carried

A. Mullaly, Manager of Planning Services, provided an overview of the staff report regarding Development

Variance Permit Application DV 5B 17 for 2029 Stevedor Road (Vuorela).

Rodney and Crystal Vuorela, applicants, were in attendance at the meeting.

The chair called for any members of the public that may wish to speak regarding Development Variance Permit Application DV 5B 17. There were no speakers.

R. Nichol/B. Jolliffe: THAT the board approve the Development Variance Permit DV 5B 17 (Vuorela) to decrease the minimum north side yard setback from 7.5 metres to 3.5 metres to allow the construction of an accessory building on a property described as Lot A, District Lot 177, Comox District, Plan VIP78574, PID 026-236-753 (2029 Stevedor Road);

AND FINALLY THAT once the Comox Valley Regional District has received the Ministry of Transportation and Infrastructure permit to reduce building setback, then the Corporate Legislative Officer be authorized to execute the permit.

208 and 213

Carried

ELECTORAL AREA B – DEVELOPMENT VARIANCE PERMIT DV 6B 17 - 2120 LANNAN ROAD (BARROW)

R. Nichol/R. Nichol: THAT the report dated August 23, 2017 regarding Development Variance Permit Application DV 6B 17 to increase the maximum height for a carriage house from 7.0 metres to 7.82 metres at 2120 Lannan Road (Barrow) be received.

208 and 213

Carried

A. Mullaly, Manager of Planning Services, provided an overview of the staff report regarding Development Variance Permit Application DV 6B 17 for 2120 Lannan Road (Barrow).

Destinee Barrow, applicant, was in attendance at the meeting.

The chair called for any members of the public that may wish to speak regarding Development Variance Permit Application DV 6B 17. There were no speakers.

R. Nichol/B. Jolliffe: THAT the board approve the Development Variance Permit DV 6B 17 (Barrow) to increase the height for a carriage house from 7.0 metres to 7.82 metres for a property described as Lot A, District Lot 206, Comox District, Plan 40190, PID 000-097-179 (2120 Lannan Road);

AND FINALLY THAT the Corporate Legislative Officer be authorized to execute the permit.

208 and 213

Carried

ELECTORAL AREA A - ZONING BYLAW AMENDMENT RZ 2A 17 - 5819 TIPTON ROAD (UPPER ISLAND DEVELOPMENT)

B. Jolliffe/R. Nichol: THAT the report dated August 18, 2017 regarding Zoning Bylaw Amendment Application RZ 2A 17 to rezone a portion of 5819 Tipton Road from Country Residential One (CR-1) to Residential One (R-1) to enable further subdivision and to recommend that the application be externally referred be received.

208 and 213

Carried

A. Mullaly, Manager of Planning Services, provided an overview of the staff report regarding Zoning Bylaw Amendment Application RZ 2A 17 for 5819 Tipton Road (Upper Island Development).

Hal Martyn, applicant, was in attendance at the meeting.

B. Jolliffe/R. Nichol: THAT the board endorse the agency referral list as outlined in Appendix A of staff report dated August 18, 2017, and direct staff to commence the external agency referral process for Lot B, District Lot 13, Nelson District, Plan VIP60017, as part of a proposed amendment (RZ 2A 17) to Bylaw No. 2781, being the "Comox Valley Zoning Bylaw, 2005";

AND FINALLY THAT Comox Valley Regional District staff consult with First Nations in accordance with the referrals management program dated September 25, 2012, for Lot B, District Lot 13, Nelson District, Plan VIP60017, as part of a proposed amendment (RZ 2A 17) to Bylaw No. 2781, being the "Comox Valley Zoning Bylaw, 2005".

208 and 213

Carried

ELECTORAL AREA B - SUBDIVISION WITHIN THE AGRICULTURAL LAND RESERVE (HILDRETH/ALLEN)

R. Nichol/B. Jolliffe: THAT the report dated August 5, 2017 regarding an application for a lot line adjustment to the Agricultural Land Commission be received.

208 and 213

Carried

A. Mullaly, Manager of Planning Services, provided an overview of the staff report regarding an application for a lot line adjustment to the Agricultural Land Commission.

R. Nichol/B. Jolliffe: THAT the Agricultural Land Commission be advised that the Comox Valley Regional District supports Agricultural Land Reserve application ALR 1B 17 (Hildreth/Allen), as proposed, regarding Comox Valley Regional District the lot line adjustment of parcels from lands known as Lot A, District Lot 173, Comox District, Plan 2374 (PID 006-521-801) and Lot 1, District Lot 224, Comox District, Plan 20499 (PID 002-901-340);

AND FINALLY THAT the application be forwarded to the Agricultural Land Commission for final consideration.

208 and 213

Carried

ELECTORAL AREA C - ZONING BYLAW AMENDMENT RZ 2C 17 - 3780 COLAKE ROAD (COURTENAY AND DISTRICT FISH AND GAME PROTECTIVE ASSOCIATION)

B. Jolliffe/R. Nichol: THAT the following items be received:

- Report dated August 28, 2017 regarding a draft zone for use at the Courtenay and District's Fish and Game Protective Association's properties at Comox Lake.

- The full Courtenay and District's Fish and Game Protective Association application provided for information.

208 and 213

Carried

for use at the Courtenay and District's Fish and Game Protective Association's properties at Comox Lake.

R. Nichol/B. Jolliffe: THAT Zoning Bylaw Amendment Application RZ 2C 17 for 3780 Colake Road (Courtenay and District's Fish and Game Protective Association) be referred to staff to report back on the status of the application and proposed amendments to the October 16, 2017, Electoral Areas Services Committee meeting.

208 and 213

Carried

SHORELINE PROTECTION DEVICE REVIEW PROCESS - OFFICIAL COMMUNITY PLAN AMENDMENT

B. Jolliffe/R. Nichol: THAT the report dated August 30, 2017 regarding an amendment to the Official Community Plan to change the process for property owners seeking to install shoreline protection devices, both "hard" and "soft" approaches from rezoning to development permit be received.

208 and 213

Carried

A. Mullaly, Manager of Planning Services, provided an overview of the staff report regarding an amendment to the Official Community Plan to change the process for property owners seeking to install shoreline protection devices, both "hard" and "soft" approaches from rezoning to development permit.

R. Nichol/B. Jolliffe: THAT proposed Bylaw No. 489, being Amendment No. 1 to Bylaw No. 337, the "Rural Comox Valley Official Community Plan", be granted first and second readings;

AND THAT proposed Bylaw No. 489, be referred to the external agencies identified in Appendix C of staff report dated August 30, 2017 for review and comment;

AND FINALLY THAT Comox Valley Regional District staff consult with First Nations on proposed Bylaw No. 489 in accordance with the referrals management program dated September 25, 2012.

208 and 213

Carried

DENMAN ISLAND BYLAW NO. 225 REFERRAL (LAND USE BYLAW AMENDMENT TO GENERALLY PROHIBIT VEHICLES AND GROUND-BASED MACHINERY IN WATER ZONES)

B. Jolliffe/R. Nichol: THAT the report dated August 28, 2017 regarding a bylaw proposed by the Denman Island Local Trust Committee that prohibits vehicles and ground-based machinery in the Island's water zones be received.

208 and 213

Carried

VARY THE AGENDA

B. Jolliffe/R. Nichol: THAT the agenda be varied to bring agenda items 11 and 12 forward on the agenda

208

Carried

SERVICE AGREEMENT RENEWAL - RURAL CUMBERLAND FIRE PROTECTION SERVICE

B. Jolliffe/R. Nichol: THAT the report dated September 7, 2017 regarding renewal of the agreement with the Village of Cumberland for the provision of fire protection services to the rural Cumberland fire protection local service area be received.

207

Carried

J. Bast, Manager of Fire Services, provided an overview of the staff report regarding renewal of the agreement with the Village of Cumberland for the provision of fire protection services to the rural Cumberland fire protection local service area.

B. Jolliffe/R. Nichol: THAT the board approve renewing the agreement with the Village of Cumberland for the provision of fire protection services for the rural Cumberland fire protection local service area for five years.

AND FURTHER THAT the Chair and Corporate Legislative Officer be authorized to execute the agreement.
210 Carried

AGREEMENT RENEWAL - TSOLUM FARNHAM FIRE PROTECTION SERVICE

B. Jolliffe/R. Nichol: THAT the report dated September 7, 2017 regarding the renewal of the agreement with the City of Courtenay for the provision of fire protection services to the Tsolum-Farnham fire protection local service area be received.
207 Carried

J. Bast, Manager of Fire Services, provided an overview of the staff report regarding the renewal of the agreement with the City of Courtenay for the provision of fire protection services to the Tsolum-Farnham fire protection local service area.

R. Nichol/B. Jolliffe: THAT the board approve renewing the agreement with the City of Courtenay for the provision of fire protection services for the Tsolum Farnham fire protection local service area for five years.

AND FURTHER THAT the Chair and Corporate Legislative Officer be authorized to execute the agreement.
210 Carried

BUILDING PERMIT FEE UPDATES

R. Nichol/B. Jolliffe: THAT the report dated August 30, 2017 regarding an update to building permit fees be received.
209 Carried

B. Chow, Long-Range Planner, provided an overview of the staff report regarding an update to building permit fees.

R. Nichol/B. Jolliffe: THAT the board give first, second and third readings to Bylaw No. XX, being Comox Valley Regional District Building Bylaw No. 142, 2011, Amendment No. XX, attached to this staff report dated August 30, 2017, as Appendix A.
209 Carried

BOARD POLICY TO REBATE PLANNING AND BUILDING PERMIT FEES

B. Jolliffe/R. Nichol: THAT the report dated August 30, 2017 regarding establishing a consistent, equitable and transparent approach on the rebate of planning and building permit fees be received.
209 Carried

equitable and transparent approach on the rebate of planning and building permit fees.

B. Jolliffe/R. Nichol: THAT the board approve the board policy on planning and building application fee rebates, attached to the staff report dated August 30, 2017, as Appendix A.

209

Carried

IN-CAMERA:

B. Jolliffe/R. Nichol: THAT the committee adjourn to an in-camera session pursuant to the following subsection of section 90 of the Community Charter:

90(1)(e) The acquisition, disposition or expropriation of land or improvements, if the committee/board considers that disclosure might reasonably be expected to harm the interests of the municipality.

208

Carried

Time: 11:05 am.

RISE AND REPORT:

The committee rose from its in-camera meeting at 11:40 am.

TERMINATION:

B. Jolliffe/R. Nichol: THAT the meeting terminate.

208

Carried

Time: 11:40 am.

Confirmed by:

Edwin Grieve
Chair

Certified Correct:

Jake Martens
Manager of Legislative Services

Recorded By:

Lisa Dennis
Recording Secretary

These minutes were received by the Comox Valley Regional District board on the _____ day of _____, 20__.