

What's an APC?

The Advisory Planning Commission is a Council appointed group of seven citizens who are tasked with advising Council on planning matters, notably, rezoning applications. According to Bylaw No. 1331, members are appointed by resolution of Council.

Members are appointed for a two-year term. When positions become vacant and in need of replacement, the City advertises to attract new candidates. Of the seven APC members, at least two-thirds of the members shall be residents of the City of Parksville.

As the name implies, the Commission is 'advisory' in nature and does not make decisions. It brings a citizens' perspective into the review of applications. For example, members may offer specific knowledge of a site or be aware of issues that may not be of common knowledge. Their advice is presented to Council in the form of a 'recommendation'. The recommendation is generated after hearing an applicant's presentation and considering it in the context of existing policy, technical advice, and current conditions.

Where the APC is reviewing a plan or bylaw amendment application the applicant is entitled to attend meetings of the Commission and be heard. The meetings of the Advisory Planning Commission are open to the public who may observe the proceedings except under special circumstances (pursuant to Section 90(1) of the Community Charter) where the Commission may conduct proceedings in camera. The conduct of the meeting is established by City bylaw which requires the meeting to be conducted according to Robert's Rules of Order.

The members of the Advisory Planning Commission are James S Baldwin, Estelle J Chabot, Dr Terrence Knight, Don Luke, Larrie Taylor and Richard Thompson all residing in Parksville, and Keith Paskin residing outside Parksville. Councillor Teresa Patterson is the Council representative for the APC and attends the meetings.

Minutes of APC meetings are posted on the City's website at www.parksville.ca/cms.asp?wpID=251.

For more information:

Community Planning

250 954-4656

planning@parksville.ca