

Minutes of the Committee of the Whole meeting held in the Civic and Technology Centre, 100 E. Jensen Avenue, Parksville, BC, on Monday, July 28, 2008 at 6:00 p.m.

PRESENT: Her Worship Mayor S. R. Herle

Councillors: C. R. Burger  
M. Lefebvre  
T. C. Patterson  
S. E. Powell  
C. Robinson

Staff: F. Manson, Chief Administrative Officer  
L. Taylor, Director of Administrative Services  
L. Butterworth, Director of Finance  
G. Jackson, Director of Community Planning  
D. Banks, Fire Chief  
B. Russell, Manager of Current Planning

1. **MINUTES**

Lefebvre - Burger

**THAT** the minutes of the Committee of the Whole meeting held July 14, 2008 be adopted.

CARRIED.

2. **PUBLIC PRESENTATIONS** – Nil

3. **CORRESPONDENCE** – Nil

4. **DISCUSSION RELATED TO DELEGATIONS OR CORRESPONDENCE** – Nil

5. **STAFF PRESENTATIONS**

Mayor Herle noted that all recommendations adopted by the Committee at this meeting will be forwarded to Council for consideration at their August 6, 2008 meeting.

**RECOMMENDATIONS:**

a) **Director of Finance – 2008 Quarterly Budget Update (verbal)**

Director of Finance gave a 2008 Quarterly Budget Update for the months of April, May and June 2008

b) **Director of Administrative Services – Quarterly Report (verbal)**

Director of Administrative Services gave a Quarterly Report for the months of July, August and September 2008

c) **Planner – Recommendation to Rescind the Current Advisory Design Panel Bylaw to be Replaced with an Updated Terms of Reference**

Patterson - Lefebvre

**THAT** the report from the Planner dated July 8, 2008 entitled "Recommendation to Rescind the Current Advisory Design Panel Bylaw to be Replaced with an Updated Terms of Reference" be received;

**AND THAT** Council adopt a formal Terms of Reference for the Advisory Design Panel.

CARRIED.

d) **Planner – Application for a Development Permit [500 Corfield Street]**

Powell - Burger

**THAT** the report from the Planner dated July 16, 2008 for the issuance of a Development Permit at 500 Corfield Street be received;

**AND THAT** a development permit be issued to Corfield Glades Development Limited, to permit 58 townhouse units, 2 indoor recreation units and overall site improvements on Lots 30 and 31, Block 1438, Nanoose District, Plan VIP66125 (500 Corfield Street);

**AND THAT** where the Qualified Environmental Professional's (QEP) report dated April 10, 2008, prepared by Toth and Associates, describes an area designated as Streamside Protection and Enhancement Area (SPEA), that development activities within the SPEA shall be conducted in accordance with the QEP's assessment report;

**AND THAT** a landscaping bond in the amount of \$264,212.50 be received prior to the issuance of the permit;

**AND FURTHER THAT** proof of lot consolidation be received prior to the issuance of the permit.

CARRIED.

e) **Manager of Current Planning – Application for a Development Permit [352 Hirst Avenue]**

Lefebvre - Powell

**THAT** the report from the Manager of Current Planning dated July 17, 2008 for the issuance of a Development Permit at 352 Hirst Avenue be received;

**AND THAT** a development permit be issued to Carel Properties Ltd., to facilitate the overall site plan and construction of a three storey, 18 unit apartment building on Lot 5, District Lot 14, Nanoose District, Plan 5797 (352 Hirst Avenue) with the following variances:

- Relaxation of the required number of off-street parking stalls from 1.5 stalls per dwelling unit (27 stalls) to 1 stall per dwelling unit (18 stalls);
- Relaxation of the front yard setback from 6.0 metres to 4.0 metres; and,
- Relaxation of the outdoor recreation space requirement from 396 m<sup>2</sup> to 214 m<sup>2</sup>.

**AND THAT** an amendment to Development Permit No. 07-07 be issued to Carel Properties Ltd., to facilitate the inclusion of additional landscape screening on Lot B, District Lot 14, Nanoose District, Plan 5797 (344 Hirst Avenue);

**AND FURTHER THAT** a landscaping bond in the amount of \$46,770.49 be received prior to the issuance of the permit.

CARRIED.

f) **Manager of Current Planning – Zoning Bylaw Text Amendment to Permit Miniature Golf Course Use in the Resort Area Tourist Accommodation RA-2A Zone**

Powell - Patterson

**THAT** the report from the Manager of Current Planning dated July 17, 2008, entitled "Zoning Bylaw Text Amendment to Permit Miniature Golf Course Use in the Resort Area Tourist Accommodation RA-2A Zone" be received;

**AND THAT** a zoning text amendment bylaw be drafted to add miniature golf course as a permitted use to the Resort Area Tourist Accommodation RA-2A zone and that the bylaw be advanced for reading consideration.

CARRIED.

g) **Director of Community Planning – Information Regarding Zoning Amendment Bylaw for Carriage Houses  
Director of Community Planning – Information Regarding Zoning Amendment Bylaw for Carriage Houses – ADDENDUM**

Lefebvre - Patterson

**THAT** the report from the Director of Community Planning dated July 8, 2008 pertaining to information regarding a zoning amendment bylaw for carriage houses be received;

**AND THAT** the addendum report from the Director of Community Planning dated July 28, 2008 pertaining to additional information regarding a zoning amendment bylaw for carriage houses be received;

**AND FURTHER THAT** the "Zoning and Development Amendment Bylaw, 2008, No. 2000.69" be advanced for reading consideration.

CARRIED.

h) **Director of Community Planning – Consideration of How to Amend All Existing Multiple Family Zoning Categories to Include a Requirement for Affordable Housing in all Future Developments**

Burger - Lefebvre

**THAT** the report of the Director of Community Planning dated July 15, 2008 for consideration of how to amend all existing multiple family zoning categories to include a requirement for affordable housing in all future developments be received;

**AND THAT** the report be referred back to staff for further information to be received by no later than mid-September.

CARRIED.

i) **Director of Administrative Services - Co-Ed Ortho Softball Beer Garden Event Application**

Powell - Burger

**THAT** the report from the Director of Administrative Services dated July 18, 2008 entitled "Co-Ed Ortho Softball Beer Garden Event Application" be received;

**AND THAT** the Co-Ed Ortho Softball League be permitted to conduct a beer garden on August 30, 31 and September 1, 2008, between the hours of noon and 6:00 p.m. in the Community Park Lacrosse Box as outlined on the map attached to the report from the Director of Administrative Services dated July 18, 2008 entitled "Co-Ed Ortho Softball Beer Garden Event Application";

**AND THAT** the approval be granted on condition that the organizers ensure that any temporary food concessions associated with the event are in compliance with Community Park Food Concessions Policy No. 3.18;

**AND FURTHER THAT** the approval be granted on condition that the organizers adhere to the signed Terms and Conditions form dated July 9, 2008 attached to the report from the Director of Administrative Services dated July 18, 2008 entitled "Co-Ed Ortho Softball Beer Garden Event Application".

CARRIED.

j) **Director of Administrative Services - Parksville & District 25<sup>th</sup> Annual SOS Bikers Toy Run**

Lefebvre - Patterson

**THAT** the report from the Director of Administrative Services dated July 18, 2008 entitled "Parksville & District 25<sup>th</sup> Annual SOS Bikers Toy Run" be received;

**AND THAT** the SOS be permitted to hold the Parksville & District 25<sup>th</sup> Annual SOS Bikers Toy Run Event on Sunday, September 21, 2008 between the hours of 9:00 a.m. and 3:00 p.m., utilizing the picnic shelter, parking areas of the Community Park as indicated on the map attached to Park Use Application Form (1) with the motorcycles following a designated route through City streets as indicated on the map attached to Event Application Form (1B) which are attached to the report from the Director of Administrative Services dated July 18, 2008 entitled "Parksville & District 25<sup>th</sup> Annual SOS Bikers Toy Run";

**AND THAT** the approval be granted on condition that the organizers adhere to the signed Terms and Conditions form dated July 14, 2008 attached to the report from the Director of Administrative Services dated July 18, 2008 entitled "Parksville & District 25<sup>th</sup> Annual SOS Bikers Toy Run".

CARRIED.

6. **NEW BUSINESS**

a) **Bard to Broadway Theatre Society – Signage Request**

Burger - Powell

**THAT** the Bard to Broadway Theatre Society be permitted to place special events signage under the Sign Regulation Bylaw, 1997, No. 1276, advertising the Bard to Broadway productions, on the City-owned property located at 140 Jensen Avenue and on the City-owned park property located between 100 Jensen Avenue and 225 Corfield at the McCarter Street/Jensen Avenue intersection;

**AND THAT** staff be instructed to prepare a letter of understanding with the Bard to Broadway Theatre Society outlining the conditions of the placement of the signage under the Sign Regulation Bylaw, 1997, No. 1276;

**AND FURTHER THAT** the Mayor and Corporate Officer be authorized to sign the letter of understanding on behalf of the City of Parksville with the Bard to Broadway Theatre Society regarding the placement of the signage.

CARRIED.

7. **ADJOURNMENT**

Lefebvre - Robinson  
Rise and Report to Council at their August 6, 2008 meeting.

The meeting ended at 7:45 p.m.

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Mayor