

CITY OF PARKSVILLE  
ADVISORY PLANNING COMMISSION

MINUTES OF MEETING

Date: May 19, 2011  
Time: 8:00 am  
Place: PCTC, The Forum  
Chair: D. Luke

Members Present:

<u>X</u> _____	<b>J. S. Baldwin</b>	<u>X</u> _____	<b>E. Chabot</b>
_____	<b>D. Luke</b>	_____	<b>K. Paskin</b>
<u>X</u> _____	<b>L. Taylor</b>	<u>X</u> _____	<b>R. Thompson</b>

Others:

G. A. Jackson, Director of Community Planning  
B. Russell, Manager of Current Planning  
S. Harbottle  
1 member of the public (E. Hofer)

1. Call to Order:

The meeting was called to order at 8:07 am.

2. General Update:

Ms. Jackson advised there are no applications to be reviewed at this meeting and that the meeting is a general update about the large projects underway and then drilling down to the specific applications under review. She advised there are three major categories that will be looked at today:

1. Official Community Plan (OCP)
2. Computer conversion
3. Development Process Review

Ms. Jackson provided the members with the following information:

- A list of meetings that have been held regarding to the OCP.
- Currently at the stage of data collection.
- All early awareness hard to keep going - doing hard work and doing the slogging.
- 2 advisory committees, Citizen's and Community.
- The 2 committees are now reviewing the existing OCP.

[G. A. Jackson]

- Asked the members if they had heard any comments recently from the community regarding the OCP process.

[General Discussion]

- In response to Ms. Jackson's question he advised that in his opinion the OCP has fallen off the radar.
- All meetings are public and are posted on the City's web site.
- Scheduling protracted - summer holidays.
- Coming up with concept issues
- Balancing act to find the right time, do not want to make it an election issue.
- Are we getting enough coverage in the press?

[G. A. Jackson]

- Qualicum Beach probably received press because of the number of issues there. There is not a lot to put out publicly, no news per se.
- Reformatting of meetings; going from visioning to review; holding open house sessions.

[General Discussion]

- How do you record comments from a public open house?

[G. A. Jackson]

- We can hold public sessions at different times of the day.
- We are looking hard at the work plan and it may result in an amended Terms of Reference.
- Staff from Parksville and Qualicum Beach met to discuss issues. Qualicum Beach had things to react to while Parksville doesn't.

[General Discussion]

- It appears people are waiting to see what will happen; they are waiting for the OCP to be done and for an election.

[G. A. Jackson]

- Advised issues can be an election topic but wanted to let the OCP continue to be worked on.

[General Discussion]

- There is too much information to read; need to simplify [looking at the information on the internet web site].

[G. A. Jackson]

- Looking at themes and will test them out. The next stage will be in more precise areas.

[General Discussion]

- Also you are eliminating those who don't have access to computers.

[B. Russell]

- Advised there is a banner outside of the library where the public can comment; we have received lots.

[G. A. Jackson]

- Are we hearing complaints about access to information?
- Advised the work is daunting and the department stretched.

[B. Russell]

- Have not had any at the Planning counter that he is aware of.

[General Discussion]

- Is it possible to place copies of the OCP documentation at public facilities?
- Advised it appears that residents don't really understand the OCP.

[G. A. Jackson]

- We are aware that some expectations are out of whack; some are politically motivated; the reality is it is a working tool, to protect sensitive areas. What the OCP can do is over blown. It is a tool for context to evaluate against. Visioning is good but is not overnight, this is a blue print.

[General Discussion]

- The public library has a big screen; maybe information can be put there to let the people know where we're at.

[G. A. Jackson]

- Discussed the Development Process Review.
- Advised we are down to 1 lot; lot supply is down.
- Advised she is working on:

- Several large lot subdivisions
- A bank stability file
- Thrifty's parking lot overflow without a permit
- Possible Wembley Mall redevelopment
- Corfield and Island Highway proposal

Small lot subdivision in the Pioneer Crescent area  
Vet clinic on Memorial  
Dogwood rezoning  
Parksville Chrysler application - 3 commercial and residential proposal  
MacLean Homes townhouses - 18 buildings, 16 units,  
Urgent Health Care facility

The video prepared by HB Lanarc for the OCP review was shown to the members.

[General Discussion]

- R. Thompson advised the members of his involvement as a member of the RDN's Agricultural Advisory Committee which is intended to develop an agricultural plan within one year. The members asked to be kept informed on this topic and Mr. Thompson advised he would be happy to.

### 3. **Adjournment:**

There being no further business, the meeting finished at 9:30 am

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Chair

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