

ADVISORY PLANNING COMMISSION – AGENDA

Agenda for the Advisory Planning Commission Meeting scheduled for Monday, September 9, 2019 at 7:00 p.m. in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC



1. **Call to Order**

2. **Approval of the Agenda**

Recommendation: That the agenda be approved as circulated.

3. **Minutes**

- Page 2 (a) **Minutes of the Advisory Planning Commission meeting held on February 11, 2019 and Minutes of the Advisory Planning Commission meeting held on May 6, 2019**

Recommendation: That the Minutes of the Advisory Planning Commission held on February 11, 2019 and adopted at the May 6, 2019 Advisory Planning Commission meeting be amended under item 6 (a) discussion points to remove the reference to Anmore Elementary and to replace it with Eagle Mountain Middle School and That the Minutes of the Advisory Planning Commission meeting held on May 6, 2019 be adopted, as circulated.

4. **Business arising from the Minutes**

5. **Unfinished Business**

6. **New Business**

- Page 8 (a) **Updates to the Zoning Bylaw**

Report dated August 30, 2019 from the Manager of Development Services is attached.

7. **Adjournment**

ADVISORY PLANNING COMMISSION – MINUTES

Minutes of the Advisory Planning Commission Meeting held on Monday, February 11, 2019 at 7:00 p.m. in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC



MEMBERS PRESENT

Denny Arsene
Steve Hawboldt (Chair)
Julia Robertson
Bruce Scatchard
Olen Vanderleeden

MEMBERS ABSENT

Garnet Berg
Wayne Keiser

OTHERS PRESENT

Mayor John McEwen, Council Liaison
Jason Smith, Manager of Development Services

1. Call to Order

Chair Hawboldt called the meeting to order at 7:00 p.m.

2. Approval of the Agenda

It was MOVED and SECONDED:

"THAT THE AGENDA BE APPROVED AS AMENDED."

CARRIED UNANIMOUSLY

3. Minutes

- (a) **Minutes of the Advisory Planning Commission meeting held on December 10, 2018**

It was MOVED and SECONDED:

"THAT THE MINUTES OF THE ADVISORY PLANNING COMMISSION HELD ON DECEMBER 10, 2018 BE ADOPTED AS CIRCULATED."

CARRIED UNANIMOUSLY

4. Business arising from the Minutes

Nil

5. Unfinished Business

Nil

6. New Business**(a) Anmore Green Estates – Membership in the Greater Vancouver Sewerage and Drainage District, Official Community Plan and Regional Context Statement Amendments**

Jason Smith provided an overview of the staff report and outlined that the Village has commenced the process to connect Anmore Green Estates to the regional sewer system and explained the steps required to achieve this.

Discussion points included:

- ~~Anmore Elementary~~ Eagle Mountain Middle School* is currently connected to sewer system without requirement for Anmore to become a member of Greater Vancouver Sewerage and Drainage District (GVSDDD).
- Whether there are alternative steps to remedy the failing septic system rather than connect to sewer? It was determined by professional engineers that the only viable option for this site from a technical standpoint was to connect to the sewer.
- Potential for additional development rights on the septic field is not permitted through current zoning.
- Costs associated with membership of GVSDDD would be borne by Anmore Green Estates through creating a local service area.
- Any other costs to village? Majority of cost incurred would be Staff and legal time related to connection, membership, and implementation of local service area.
- Need for school to participate in membership costs related to GVSDDD.
- \$7,000 - \$10,000 approximately per each homeowner to hook up to GVSDDD plus additional *annual membership costs*.
 - Annual costs to include Port Moody fee, usage fee, membership fee, capital for construction, hookup fees.
- Village anticipates that a Memorandum of Understanding will be entered into with Anmore Green Estates.
- Ministry of Environment and Fraser Health is the regulator of the septic systems within the Village.
- Up front capital costs for GVSDDD hook up would be lower than septic replacement.
- There is no plan under current Official Community Plan to expand connection to sewer throughout the Village.
- General septic system maintenance and environmental concerns.

- Connection to sewer may increase value of properties at Anmore Green Estates and there is potential that property may submit an application to subdivide into a bare land strata following connection.
- Resolution to the septic issue needs to occur.
- Ministry of Environment's desired option would be to hook up to sewer system.
- Concerns over this issue arising with other properties within the Village.
- Intent is to bring this back to Council in March as provincial deadline would be mid-April to gain approval for GVSDD membership.

**minutes as amended at the September 9, 2019 meeting.*

It was MOVED and SECONDED:

"THAT THE ADVISORY PLANNING COMMISSION SUPPORT THE STAFF RECOMMENDATION FOR ANMORE GREEN ESTATES – MEMBERSHIP IN THE GREATER VANCOUVER SEWERAGE AND DRAINAGE DISTRICT (GVSD), OFFICIAL COMMUNITY PLAN AND REGIONAL CONTEXT STATEMENT AMENDMENTS WITH THE UNDERSTANDING THAT ANY ASSOCIATED COSTS OF MEMBERSHIP IN THE GVSDD ARE BORNE BY THE BENEFICIARIES."

CARRIED UNANIMOUSLY

7. Adjournment

It was MOVED and SECONDED:

"TO ADJOURN."

CARRIED UNANIMOUSLY

The meeting adjourned at 8:00 p.m.

Certified Correct:

Approved:

Karen Elrick
Corporate Officer

Steve Hawboldt
Chair, Advisory Planning Commission

ADVISORY PLANNING COMMISSION MEETING – MINUTES

Minutes of the Advisory Planning Commission Meeting held on
Monday, May 6, 2019 in Council Chambers at Village Hall,
2697 Sunnyside Road, Anmore, BC



MEMBERS PRESENT

Garnet Berg
Wayne Keiser, Chair
Julia Robertson
Bruce Scatchard

MEMBERS ABSENT

Denny Arsene
Steve Hawboldt
Olen Vanderleeden

OTHERS PRESENT

Jason Smith, Manager of Development Services

1. CALL TO ORDER

Chair Keiser called the meeting to order at 7:20 p.m.

2. APPROVAL OF THE AGENDA

It was MOVED and SECONDED:

THAT THE AGENDA BE APPROVED AS CIRCULATED.

CARRIED UNANIMOUSLY

3. MINUTES

(a) **Minutes of the Advisory Planning Commission Meeting held on February 11, 2019**

It was MOVED and SECONDED:

THAT THE MINUTES OF THE ADVISORY PLANNING
COMMISSION MEETING HELD ON FEBRUARY 11, 2019 BE
ADOPTED AS CIRCULATED.

CARRIED UNANIMOUSLY

4. BUSINESS ARISING FROM THE MINUTES

None.

5. **UNFINISHED BUSINESS**

None.

6. **NEW BUSINESS**

(a) 2307 Sunnyside Road – Proposed Comprehensive Development Rezoning

Mr. Jason Smith, Manager of Development Services, provided an overview of the staff report for this proposal which has been before the Advisory Planning Commission previously. Following the overview a round table discussion with committee members and staff took place.

Discussion points included:

- Realignment of trail networks
- Sunnyside Road Right of Way
- 34% of land as open space
- Commitment to meet energy step code 3
- \$493,500 community amenity contribution
- Proposal contains permitted use of secondary suites but does not permit coach houses
- Floor to area ratio calculations
- Parking restrictions
- Tree coverage and types of trees
- Emergency services access

It was MOVED and SECONDED:

That the Advisory Planning Commission support the proposed
bylaw zoning amendment for 2307 Sunnyside Road –
Comprehensive Development Rezoning as presented.

CARRIED UNANIMOUSLY

7. **ADJOURNMENT**

It was MOVED and SECONDED:

TO ADJOURN.

CARRIED UNANIMOUSLY

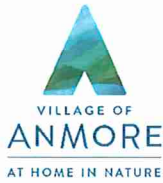
The meeting adjourned at 8:09 p.m.

Certified Correct:

Approved:

Karen Elrick
Corporate Officer

Wayne Keiser
Chair, Advisory Planning Commission



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: August 30, 2019
Submitted by: Jason Smith, Manager of Development Services
Subject: Updates to the Zoning Bylaw

Purpose / Introduction

The purpose of this report is to propose several improvements to the Zoning Bylaw that would help clarify the intent of the bylaw and address implementation challenges.

Recommended Options

That Council refer the proposed changes in the draft Village of Anmore Zoning Amendment Bylaw No. 600-2019 to the Advisory Planning Commission for comment.

Background

The Zoning Bylaw was adopted in October 2017 and introduced many new regulations pertaining to land use. As staff have worked with the Zoning Bylaw, opportunities to improve and clarify the Zoning Bylaw have been identified.

Staff are committed to improving the Zoning Bylaw and this amendment represents the second time that staff have brought forward amendments to the bylaw that improve it. The first time was in early 2018.

Discussion

There are a series of minor amendments being proposed through the draft Village of Anmore Zoning Amendment Bylaw No. 600-2019 (**Attachment 1**). An explanation of the changes being proposed are outlined below.

1. Siting Exceptions –Projections

Section 5.8.1 allows for projections off a building to project into a required setback up to 1.22m. Staff are proposing to add the requirement that a 1.2m setback from the parcel line must always be maintained for safety and spacing reasons. This addresses issues where in the RCH-1 (Countryside) Zone where homes could be built with projections reaching right to the parcel line.

Report/Recommendation to Council

Updates to the Zoning Bylaw

August 30, 2019

2. Off street parking and front yard setbacks

Staff are proposing to add the following language to section 3.5 – “3.5.3 – One intent of the front yard setbacks established in this Bylaw is to ensure that there is adequate space for the off street parking requirements of a zone to be met regardless of how any buildings or structures are used on the parcel.” This new section is meant to clarify that part of the intent of establishing front yard setbacks was to ensure that there would always be adequate off street parking for a parcel regardless of whether there was a garage or how the garage is used.

3. Garages and Coach Houses

With the adoption of the new Zoning bylaw in October 2017 one of the issues that it intended to address was exploitation of garage space calculations to create larger than permitted coach houses. There have been several instances where garage space was shown on building plans for the purposes of area calculations and then subsequent to the building permit being finalized the garage area being converted into living space for the coach house. This has resulted in coach houses that are much larger than would otherwise be permitted. Staff are proposing several changes to the bylaw to reinforce and clarify that intent.

The first proposed change is the addition of language to section 6.3.3 clarifying that garage area in an accessory building is not included in the total floor area of a coach house but is included in calculation of the floor area of an accessory building. This is a clarification to make clear that there limits to both the permitted floor area for accessory buildings and to the floor area of a coach house – both of which need to be complied with.

The second change is to clarify that the below grade floor area exception is only applicable for principal buildings, which was always the intent of the bylaw. This is made clear by proposed changes to the definition of below grade floor area and to the definition of floor area.

Additional changes to the structure of the floor area definition are being proposed to make to clarify the existing exceptions for garage floor area.

4. Accessible Parking Space

The requirement for the provision of at least one accessible parking space is proposed for the P-1 Civic Institutional Zone to ensure that at least one space will always be provided.

Report/Recommendation to Council

Updates to the Zoning Bylaw

August 30, 2019

5. Construction equipment and large vehicles on double fronting lots.

The October 2017 Zoning Bylaw introduced regulation to reduce the visual impacts of parking large vehicles and construction equipment on properties throughout the Village. The intent was to reduce their visibility from the road. Through implementation of the Zoning Bylaw it has come to staff's attention that there are several properties, in particular between Leggett Drive and East Road, where the lots face onto two roads and that the intent of the bylaw did not apply to these properties.

Staff are proposing to designate a front parcel line for these properties and to introduce screening requirements for large vehicles and construction equipment parked or stored on those properties so as to mitigate the visual impact of these vehicles on the neighbours while to still allowing residents to use their property in keeping with the regulations that apply to all other RS-1 properties.

Other Options

The following options are presented for Council's consideration:

1. That Council refer the proposed changes in the draft Village of Anmore Zoning Amendment Bylaw No. 600-2019 to the Advisory Planning Commission for comment;

Or

2. That Council advise staff of any changes that they would like to see made to draft Village of Anmore Zoning Amendment Bylaw No. 600-2019 and that the amended draft be referred to the Advisory Planning Commission for comment;

Or

3. That Council advise staff that it does not wish to proceed with these changes to the Zoning Bylaw at this time.

Financial Implications

Should Council choose to proceed with consideration of this Zoning Bylaw amendment, there will be costs associated with advertising the public hearing.

Report/Recommendation to Council

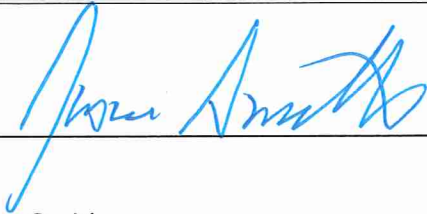
Updates to the Zoning Bylaw

August 30, 2019

Attachments:

1. Village of Anmore Zoning Amendment Bylaw No. 600-2019

Prepared by:



Jason Smith

Manager of Development Services

Reviewed for Form and Content / Approved for Submission to Council:

Chief Administrative Officer's Comment/Concurrence



Chief Administrative Officer

VILLAGE OF ANMORE

BYLAW NO. 600-2019

A bylaw to amend Anmore Zoning Bylaw No. 568-2017

WHEREAS the *Local Government Act* authorizes a local government to enact bylaws respecting zoning and certain other related developmental matters;

AND WHEREAS the *Local Government Act* authorizes a local government to amend its bylaws from time to time;

NOW THEREFORE the Council of the Village of Anmore, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited for all purposes as "Anmore Zoning Bylaw Amendment Bylaw No. 600-2019".
2. That Anmore Zoning Bylaw 568-2017 be amended as follows:
 - a) That the following text be added to the end of 5.8.1 "A minimum setback of 1.2 m from any parcel line must be maintained."
 - b) That the following text be added after section 3.5.2 "3.5.3 – One intent of the front yard setbacks established in this Bylaw is to ensure that there is adequate space for the off street parking requirements of a zone to be met regardless of how any buildings or structures are used on the parcel."
 - c) That the final sentence of 6.3.3 be deleted and replaced with the following – "For the purposes of calculating floor area of a coach house, if there is garage area in the accessory building containing coach house – the area of garage shall not be included in the calculation of floor area of the coach house but the area of garage will be included in the calculation of floor area for the accessory building."
 - d) That the lead in sentence for the definition of floor area, below grade be replaced with the following: "means that portion of the **floor area** of the **basement** in a **principal building** that is situated below the average **finished grade**, the amount to be determined by the application of the following formula:"
 - e) That the definition under Part 2 Definitions for "Floor Area or Gross Floor Area be deleted and replaced with the following:

"Floor Area or Gross Floor Area means the total of the gross horizontal area of each floor of a **building** as measured from the outermost perimeter wall of

MAYOR

MANAGER OF CORPORATE SERVICES