

## ADVISORY PLANNING COMMISSION MEETING – MINUTES

Minutes of the Advisory Planning Commission Meeting held on Monday, September 9, 2019 in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC



### MEMBERS PRESENT

Denny Arsene  
Garnet Berg  
Steve Hawboldt (Chair)  
Wayne Keiser  
Julia Robertson  
Bruce Scatchard\*

### MEMBERS ABSENT

Olen Vanderleeden

### OTHERS PRESENT

Mayor John McEwen, Council Liaison  
Jason Smith, Manager of Development Services  
Martin Greig, Building Inspector/Bylaw Enforcement Officer

#### 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 circulated.

Carried Unanimously

#### 3. MINUTES

- (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**

It was MOVED and SECONDED:

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.

Carried Unanimously

4. **BUSINESS ARISING FROM THE MINUTES**

None.

5. **UNFINISHED BUSINESS**

None

6. **NEW BUSINESS**

\*Committee member, Bruce Scatchard, recused himself from the meeting due to a conflict of interest regarding a current application relating to updates in the zoning bylaw.

**(a) Updates to the Zoning Bylaw**

Mr. Jason Smith, Manager of Community Development, provided an overview of the staff report and proposed amendments to the zoning bylaw. Mr. Smith reported that Council is seeking feedback from the Advisory Planning Commission (APC) on the proposed amendments to the zoning bylaw.

Proposed amendments as outlined in the staff report were presented and discussion ensued:

1. Siting exceptions – projections
  - Clear existing ambiguity between zoning and building bylaw
  - Concerns regarding existing non-conforming structures
  - Clarification of allowable length for projection of eaves
2. Off street parking and front yard setbacks
  - Ensure that regardless of how garage was used that there would always be adequate off street parking available
3. Accessible Parking Space
  - To provide requirement for accessible parking in the civic institutional zone
4. Construction equipment and large vehicles on double fronting lots
  - Reduce visual impacts of large vehicles and construction equipment
  - General support from APC members while concern exists regarding existing properties

## 5. Garages and coach houses

- Concerns over coach house garage conversions to living space
  - General support from APC members to clarify intent of below grade floor area exception to apply to only principal building
  - General support from APC members regarding addition of language clarifying that garage area in an accessory building is not included in total floor area of coach house but is included in calculation of the floor area of an accessory building.
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- Additional concerns were expressed by APC members regarding breezeway components that may result in sprawled housing design

It was MOVED and SECONDED:

That the Advisory Planning Commission support the following proposed zoning bylaw amendments as referred by Council and included in the Report to Council dated August 30, 2019 from the Manager of Development Services:

1. Siting exceptions – projections, with consideration to be given to projections of roof eaves to be permitted in compliance with building code requirements.
2. Off street parking and front yard setbacks
3. Accessible parking space in Civic Institutional Zone
4. Construction equipment and large vehicles on double fronting lots
5. Garages and coach houses.

Carried Unanimously

It was MOVED and SECONDED:

That the Advisory Planning Commission recommend THAT Council consider providing direction to staff to research and report back regarding the issue of use of breezeway design components as an expansion of secondary homes within a principal residence.

Carried Unanimously

ADJOURNMENT

It was MOVED and SECONDED:

To adjourn the meeting at 8:35 p.m.

Carried Unanimously

Certified Correct:

Approved:

“Karen Elrick”

“Steve Hawboldt”

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Karen Elrick  
Corporate Officer

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Steve Hawboldt  
Chair, Advisory Planning Commission