

## COMMITTEE OF THE WHOLE MEETING – AGENDA

Agenda for the Committee of the Whole Meeting scheduled for Tuesday, January 9, 2024 at 6:00 p.m. in Council Chambers at the Anmore Community Hub, 2697 Sunnyside Road, Anmore, BC.



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1. **Call to Order**

2. **Approval of the Agenda**

Recommendation: That the Agenda be approved as circulated.

3. **Adoption of Minutes**

(a) **Minutes of the Committee of the Whole Meeting held on October 24, 2023**

Recommendation: That the Minutes of the Committee of the Whole Meeting held on October 24, 2023 be adopted, as circulated.

4. **Business Arising from Minutes**

5. **New Business**

(a) **Anmore South – OCP Amendment Bylaw No. 686-2023**

Round-table discussion between Council, Metro Vancouver staff, Placemark Design Studio Inc.(consultant for icona Properties), Mickelson Consulting Ltd., and Village of Anmore staff.

6. **Public Comments**

*To allow for sufficient time for the Council round-table discussion, public input will not be offered at this meeting (Anmore Procedure Bylaw 541-2016, s.57).*

7. **Adjournment**

## COMMITTEE OF THE WHOLE MEETING – MINUTES

Minutes for the Committee of the Whole Meeting scheduled for Tuesday, October 24, 2023 at 6:00 p.m. in the Multipurpose Room at Anmore Elementary School, 30 Elementary Road, Anmore, BC.



### ELECTED OFFICIALS PRESENT

Mayor John McEwen  
Councillor Doug Richardson  
Councillor Kim Trowbridge (via teleconference)  
Councillor Paul Weverink

### ABSENT

Councillor Polly Krier

### OTHERS PRESENT

Karen Elrick, CAO  
Chris Boit, Manager of Development Services

#### 1. Call to Order

Mayor McEwen called the meeting to order at 6:00 p.m.

#### 2. Approval of the Agenda

It was MOVED and SECONDED:

That the Agenda be approved as circulated.

Carried Unanimously

#### 3. Adoption of Minutes

##### (a) Minutes of the Committee of the Whole Meeting held on May 30, 2023

It was MOVED and SECONDED:

That the Minutes of the Committee of the Whole Meeting held on May 30, 2023 be adopted, as circulated.

Carried Unanimously

#### 4. Business Arising from Minutes

None.

## 5. New Business

### (a) **Zoning Bylaw Update – Coach House**

Mayor McEwen provided an overview of the background of allowances for suites and coach houses in Anmore.

Mr. Chris Boit, Manager of Development Services provided an overview of the report and sought direction from the committee on options for update. Discussion points included:

Definitions updates were supported as follows:

- Building (Proposed)
- Coach House (Proposed) include comment re strata
- Dwelling Unit (Proposed)
- Secondary Suite (Proposed) removing the word “single”
- Residential (Proposed)
- Floor area (Proposed)
- Basement (Proposed)

### Secondary suite and a coach house on a property

- Provide updates to section 6.3 of bylaw for clarity
- Update bylaw to allow for both coach house and suite in following zones if requirements are met:
  - RS-1
  - Infill
  - CD-1
- Update bylaw to allow for secondary suites only in the following zones if requirements are met:
  - CD-2
  - CD-3
  - CD-4
  - CD-5
  - CD-6
  - CD-7
  - RS-2
- Update bylaw to prohibit coach houses and suites in the RCH-1 Zone
- Staff to investigate rationale on why maximum height for CD-7 Zone is 10m while other CD zones are 7m and provide update, if necessary

### Location of Coach House

- Consideration of creating allowance for separation based on zone or size of lot
- Staff to consult with SVFD Fire Chief, Jay Sharpe on recommended separation for fire safety and suppression

#### Parking requirements

- No parking on roadways
- Include exemption for one parking stall garage with an operable door, no windows, no bathroom to detract from conversion of garage space

#### Height and Massing of Structure

- There was general consensus to include criteria as outlined in the staff report

#### Size of Coach House

- Staff to develop criteria for a sliding scale for consideration

#### Design aspects

- No action on this item at this time. Could be considered in future policy development

#### Occupancy and Use

- Staff to report back on requirements and affect of new legislation regarding short term rentals and how it applies to Anmore

#### Environmental impacts/tree impacts

- No action at this time. Could be considered in future policy development.

It was MOVED and SECONDED:

THAT the Committee recommend to Council that staff be directed to amend the Zoning Bylaw in accordance with the recommendations provided during the Committee of the Whole meeting - Zoning Bylaw Update - Coach House report from the Manager of Development Services, dated October 20th, 2023.

Carried Unanimously

## **6. Public Comments**

Members of the public were invited to provide input during the round table discussion.

7. **Adjournment**

It was MOVED and SECONDED:

That the meeting be adjourned at 8:25 pm.

Carried Unanimously

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Rhonda Schell  
Corporate Officer

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John McEwen  
Mayor