

COMMITTEE OF THE WHOLE MEETING – MINUTES

Minutes for the Committee of the Whole Meeting scheduled for Monday, December 2nd, 2024 at 6:00 p.m. in Council Chambers at the Anmore Community Hub, 2697 Sunnyside Road, Anmore, BC.



ELECTED OFFICIALS PRESENT

Mayor John McEwen
Councillor Doug Richardson
Councillor Kim Trowbridge
Councillor Paul Weverink
Councillor Polly Krier*

ABSENT

OTHERS PRESENT

Karen Elrick, CAO
Rhonda Schell, Manager of Corporate Services
Lena Martin, Manager of Financial Services**
Chris Boit, Manager of Development Services
Josh Joseph, Planner***
Therese Mickelson, Mickelson Consulting Inc.
Kirsty Dick, Lucent Quay Consulting

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 October 29, 2024

It was MOVED and SECONDED:

THAT the Minutes of the Committee of the Whole Meeting held on October 29, 2024, be adopted, as circulated.

Carried Unanimously

4. Business Arising from Minutes

None.

5. New Business**(a) Committee Input – Pinnacle Ridge Rezoning Application – Bylaw No. 699-2024**

The mayor provided introductory comments and introduced Kirsty Dick, of Lucent Quay Consulting to facilitate the meeting.

Ms. Dick provided opening comments on the format and purpose of the meeting.

The Manager of Development Services provided an overview of the report dated November 29, 2024. The presentation is attached and forms part of the minutes.

The proponent provided a statement regarding the background of the company and a hand out describing the rezoning application was distributed on-table. The hand out is attached and forms part of the minutes. The proponent provided comments on the rezoning application and highlighted housing, planning principles, land use, various technical studies, and sustainability.

The facilitator's report of the discussion is attached and forms part of the minutes.

*** Ms. Martin left the meeting from 7:42 p.m. to 7:52 p.m.

* Councillor Krier left the meeting from 7:46 p.m. to 7:47 p.m.

** Mr. Joseph left the meeting from 7:48 p.m. to 7:50 p.m.

It was MOVED and SECONDED:

THAT the Committee recommend to Council that staff be directed to consider comments provided during the Committee of the Whole meeting held on December 2nd, 2024, regarding input for the Rezoning of Pinnacle Ridge – Zoning Amendment Bylaw No. 699-2024 and respond to the applicant.

Carried Unanimously

6. Public Comments

None.

7. Adjournment

It was MOVED and SECONDED:

THAT the meeting be adjourned at 8:15 pm.

Carried Unanimously

Corporate Officer

John McEwen
Mayor

DRAFT

VILLAGE OF
ANMORE 

Village of Anmore Bylaw No. 699-2024 Pinnacle Ridge Rezoning

DECEMBER 2ND, 2024

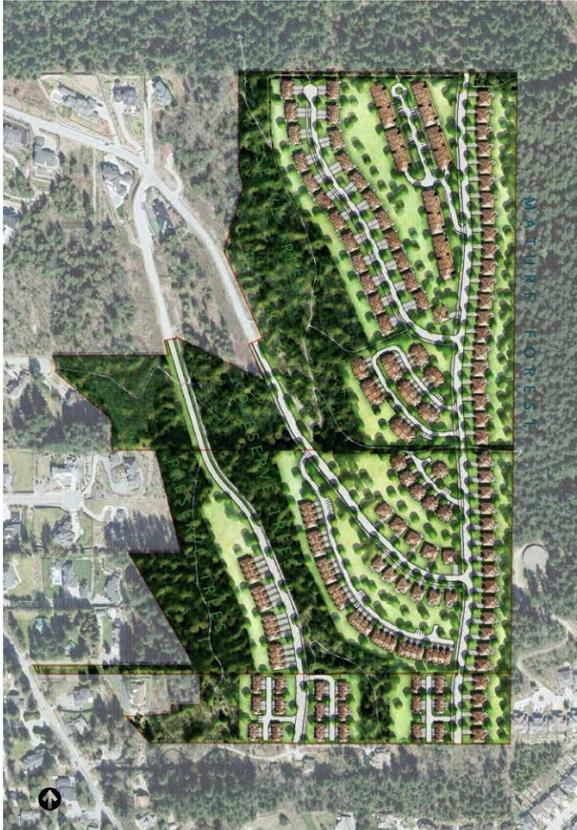


Agenda

- **LEGISLATION RELATING TO ZONING;**
- **AREAS FOR COUNCIL CONSIDERATION;**
- **THE APPLICATION AND PROPOSED BYLAW AMENDMENTS;**



Background



- CURRENTLY ZONED RS-1
- PINNACLE RIDGE HILLSIDE
- 75-ACRE RESIDENTIAL COMMUNITY
- 3 LANDOWNERS PROPOSING
- COMPREHENSIVE PLAN
- 269 DWELLING UNITS
- 1ST READING OF BYLAW



Legislation

1. LGA – PART 14 - DIV 5 – ZONING BYLAWS
2. OCP REVIEW AND ALIGNMENT
3. OCP, ZONING AND HNA ALIGNMENT



Council's Role

- CREATING AND ADOPTING
 - Policies
 - Bylaws



Subdivision

- LAND TITLE ACT
- APPROVING OFFICER



Public Hearings

- **BILL 44 AND CHANGES TO ZONING BYLAW PROCESS**
 - 1. Consistency with the Official Community Plan (OCP)**
 - 2. Residential Development Focus**
 - 3. Residential Component Proportion**



Zoning Steps

Step	Responsibility	Outcomes	
1	Zoning Pre-Application	Staff / Applicant	Ensure the application generally meets the existing OCP policies
2	Rezoning Application	Staff / Applicant	Staff to review the application and provide a report and zoning bylaw to Council for consideration
3	Zoning Bylaw amendment 1st Reading	Council	Council to deliberate and determine whether council see merit in the application.
4	Committee of the Whole (Current Step)	Council with Staff support	Meeting to deliberate on policy issues before making formal decisions in regular meetings
5	Regular Council Meeting	Council	Council to provide formal resolution for actions resulting from the CoW
6	Ratified resolution	Staff	Staff will work with the applicant to resolve issues and policies raised by council during the CoW
7	Regular report to Council (optional)	Staff	Staff may bring forward reports to Council to seek direction regarding the issues or policies raised at the CoW
8	Zoning Bylaw amendment 2 nd reading	Council	Council to deliberate and determine whether the application should proceed. Conditions maybe imposed on the application prior to further readings, such as Community Amenity Contribution negotiations or further reports.

Step	Responsibility	Outcomes	
9	Community Amenity Contribution negotiations	Staff / Applicant	Staff to review applicants benefit packages and negotiate on behalf of the Council.
10	Phased Development Agreement (optional)	Staff / Applicant	Staff may work with the applicant to determine how development occurs and what is need prior to proceeding
11	Zoning Bylaw amendment 3 rd reading	Council	Council to deliberate and determine whether the application should proceed. Have the conditions placed at second reading been met to Council's satisfaction. If Council wish amendments to the proposed bylaw, the bylaw is to return to step 8.
12	Zoning Bylaw amendment Adoption	Council	Council Adopt the Amendment to the zoning Bylaw
13	Subdivision Process	Staff / Approving Officer / applicant	The Applicant is to meet all the requirements of subdivision as laid out in Bylaws and Provincial Legislation and phased development agreement if applicable



Suggested Committee Topic

- **FURTHER ALIGNMENT WITH THE OCP**
- **HOUSING DIVERSITY AND DENSITY**
- **ENVIRONMENTAL AND TOPOGRAPHICAL CONSIDERATIONS**
- **COMMUNITY BENEFITS**
- **INFRASTRUCTURE AND SERVICING**
- **FINANCIAL AND FISCAL IMPACTS**



Questions?





PINNACLE RIDGE HILLSIDE

REZONING APPLICATION | COMMITTEE OF THE WHOLE MEETING

DECEMBER 2, 2024

EKISTICS



INTRODUCTION

Pinnacle Ridge Hillside

- 75-acre residential community
- 3 landowners proposing comprehensive plan
- Connectivity, green space and housing diversity for different income levels

Our proposal seeks Rezoning:

- From **Residential 1 (RS-1)** to **Comprehensive Development (CD)**



GUIDING PRINCIPLES

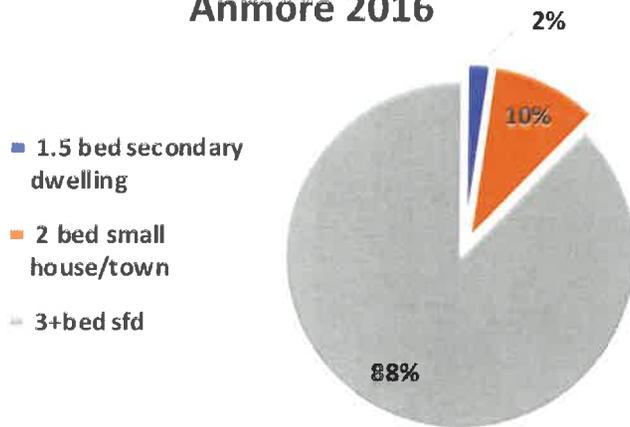
- **Semi-Rural Housing Diversity**
- **Environmental Preservation**
- **Sustainability**

HOUSING DIVERSITY

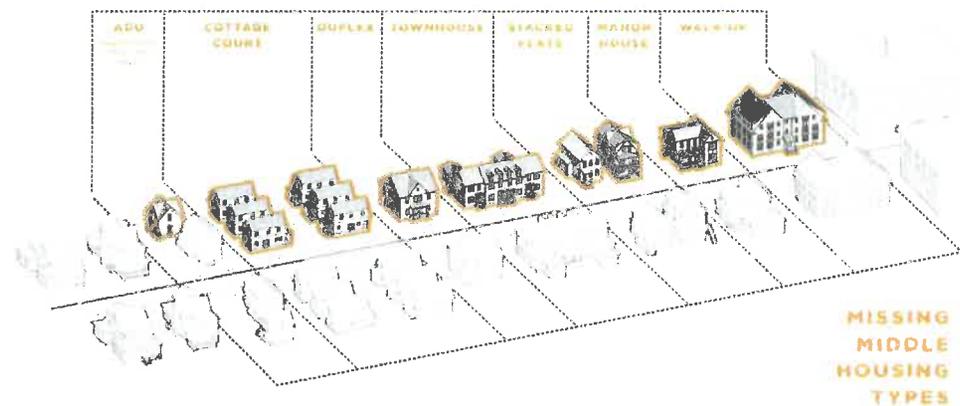
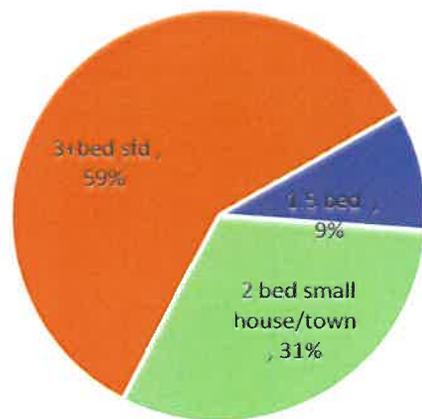
- The 2021 Housing Needs Assessment suggests housing diversity to include small homes
- 2024 update outlines needs:

215 new housing units in 5 years
756 new units in 20 years

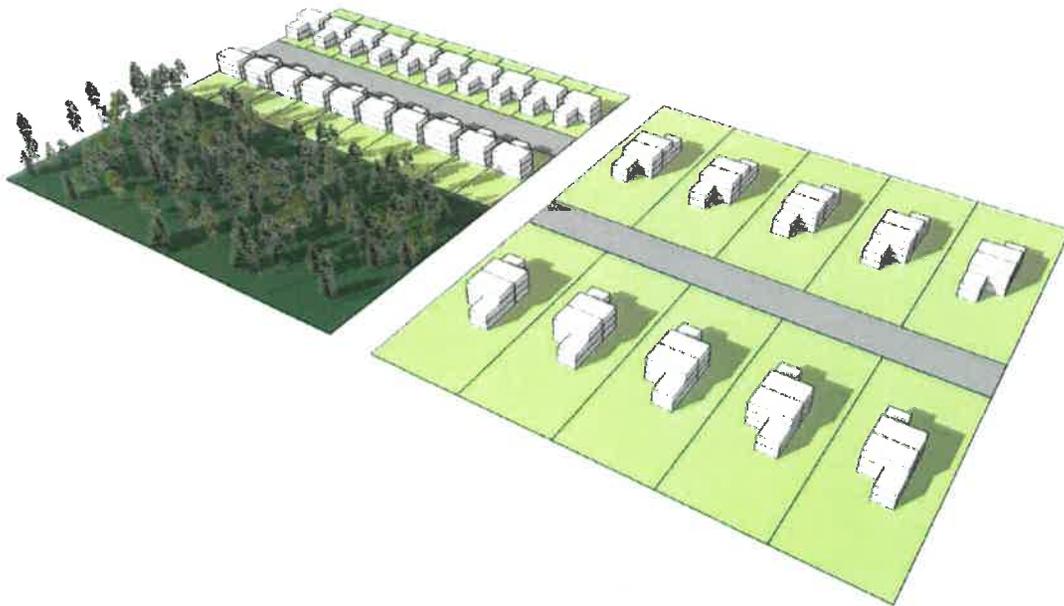
Current dwell types
Anmore 2016



Estimated dwell types required
2016-26 Anmore



PLANNING PRINCIPLES

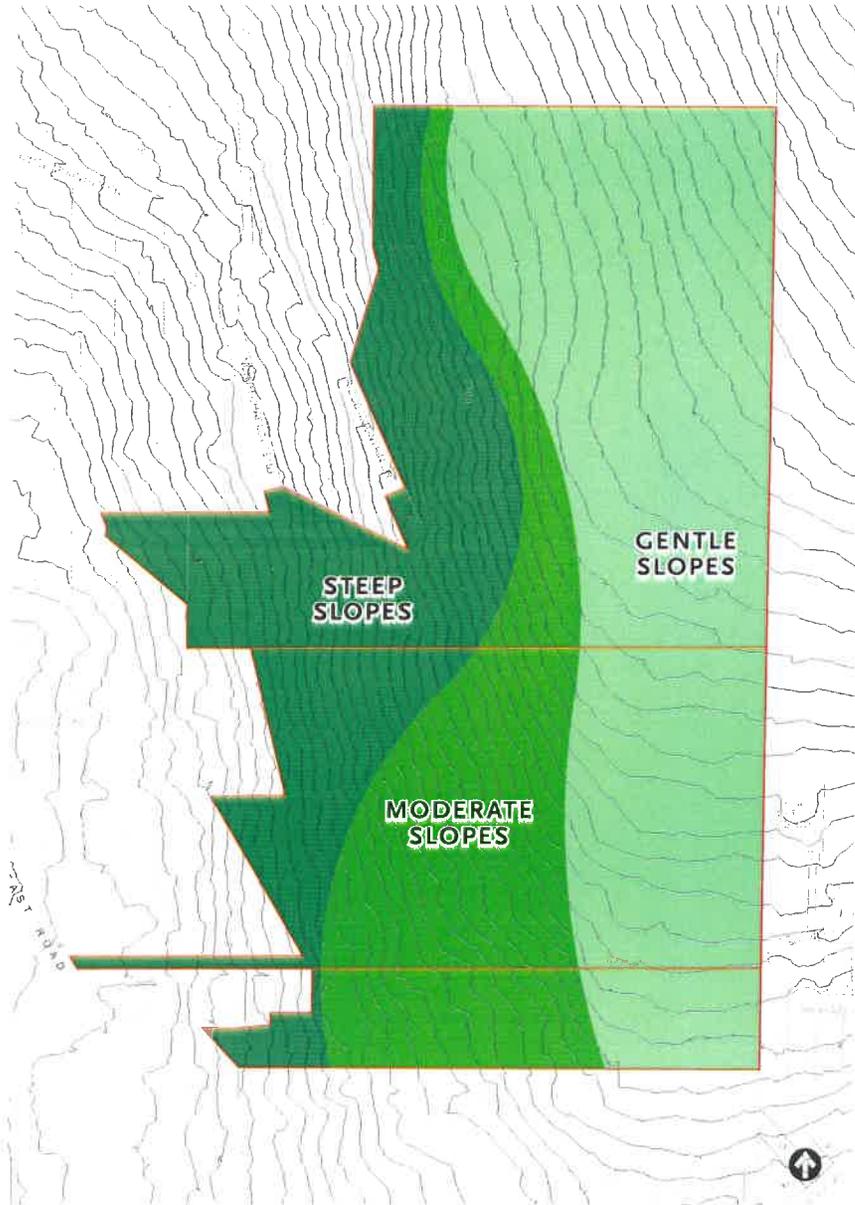


- **Smart Growth**

a mix of land uses and range of housing opportunities, in walkable neighborhoods which preserve open space

- **Gentle Density**

creating compact, efficient, and sustainable communities

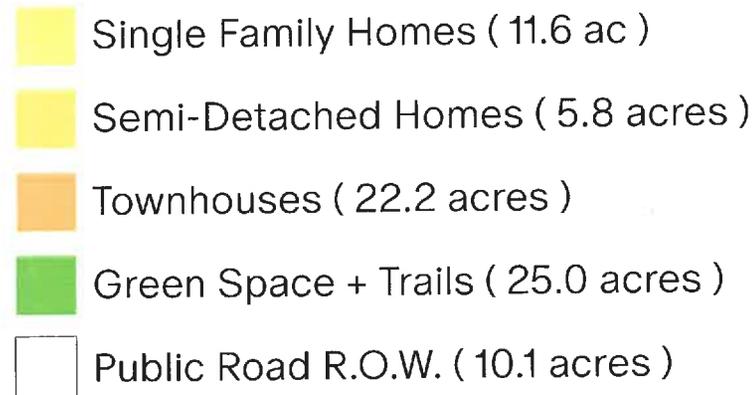


LANDFORM

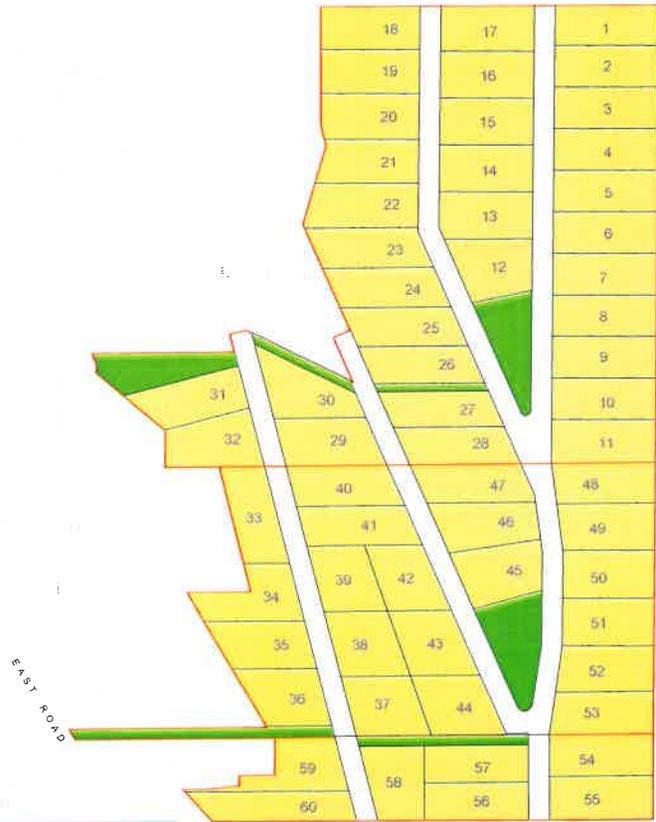
- The topography features gentle slopes transitioning to steeper slopes
- Utilizing planning principles to cluster density in appropriate locations with the natural landscape

LAND USE PLAN

- Comprehensive site plan created created to fit the landform
- Townhomes and semi-detached homes organized on moderate slopes
- Single-family lots strategically placed the higher gentle slopes

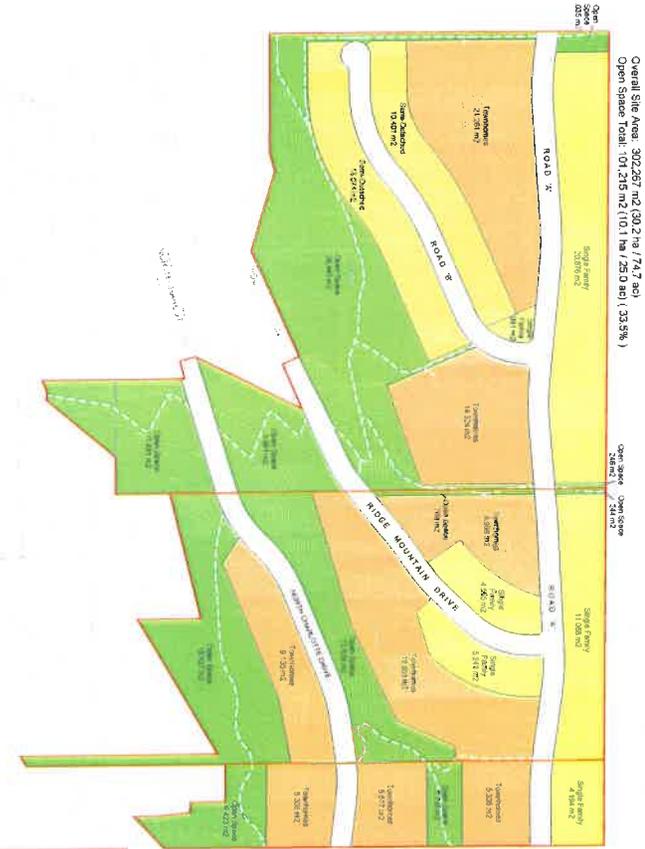


DENSITY COMPARISON



TRADITIONAL

Current Zone: **RS-1**
 Units: **60** 1-acre Lots
 Preserved Open Space: **3.7 acres** (5%)
 Less Economically Sustainable



RESPONSIBLE

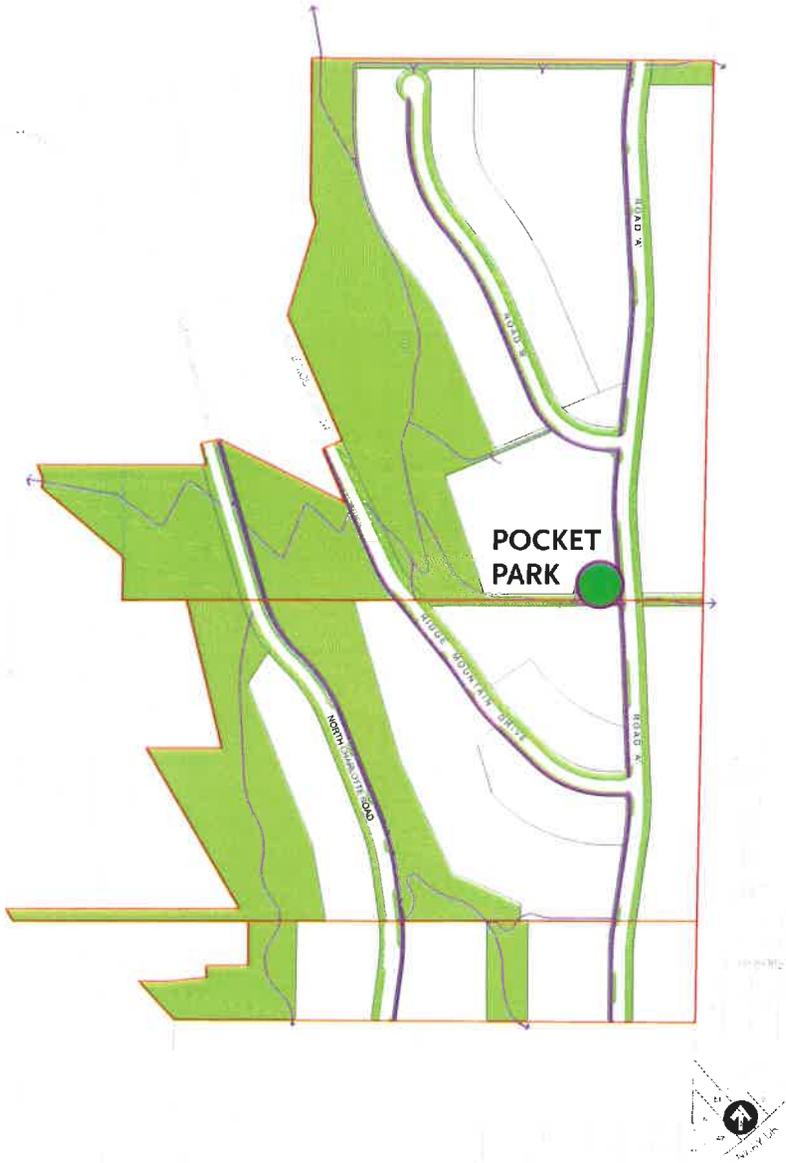
Proposed Zone: **CD**
 Units: **269** (51 1/4-acre Lots, 46 Semi-Detached, 172 TH)
 Preserved Open Space: **25 acres** (33%)
 More Economically Sustainable

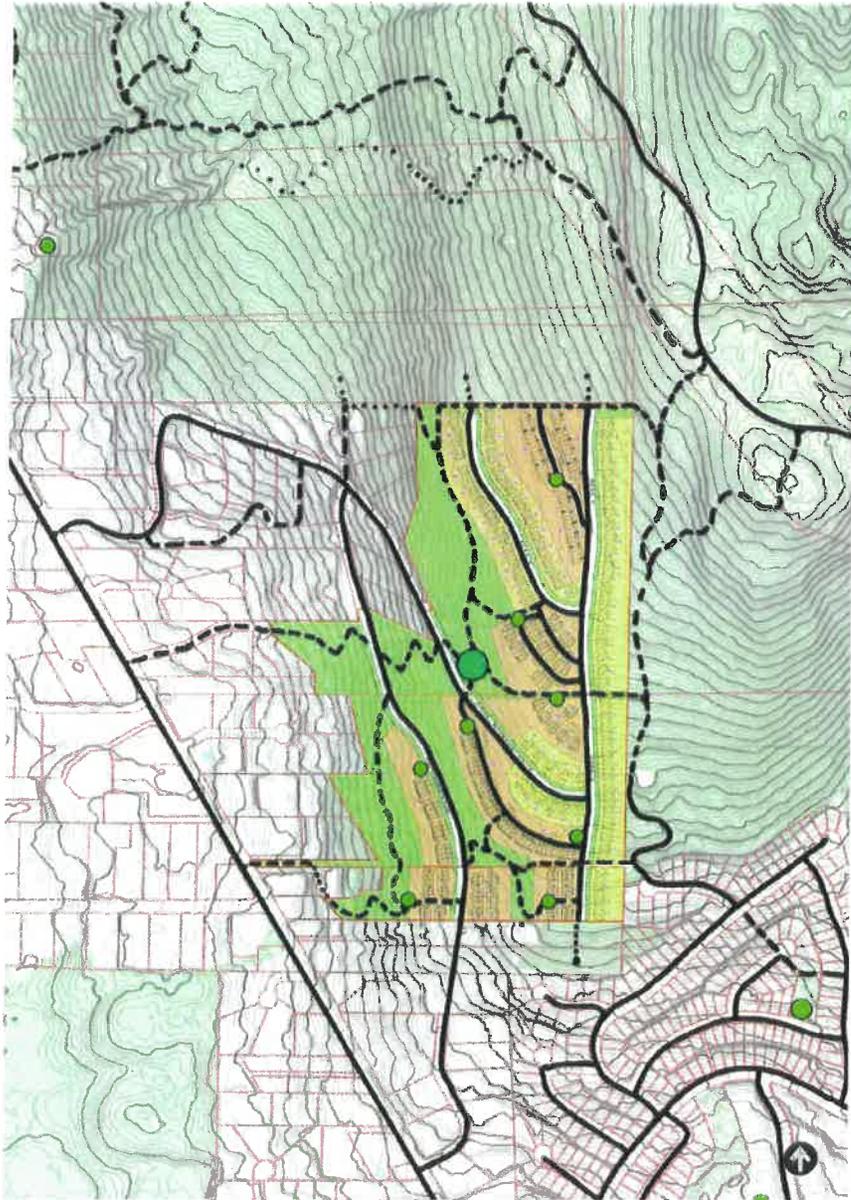
PROPOSED SITE PLAN

- Semi-rural character with gentle density of ground-oriented homes.
- Comprehensive Design Guidelines
- 3.6 Units Per Acre
- 1.15 Lots Per Acre
- Single family lots are 1/4 acre size



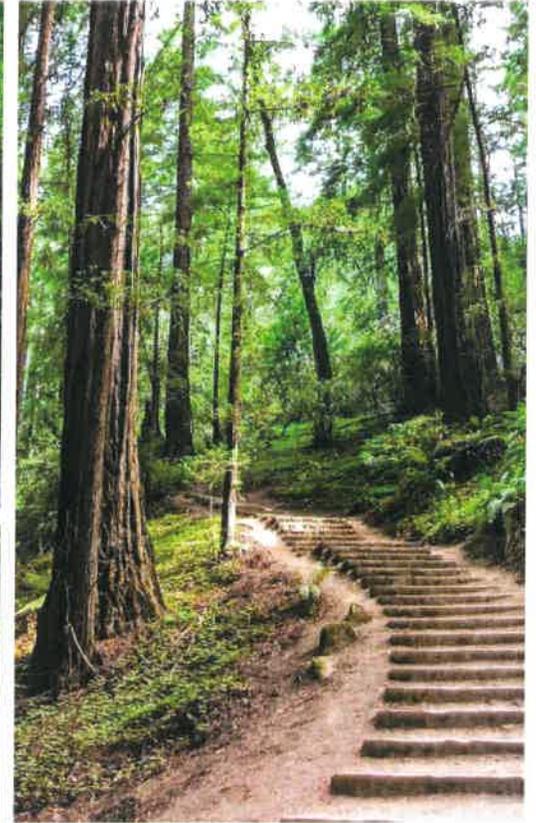
PARKS AND TRAILS

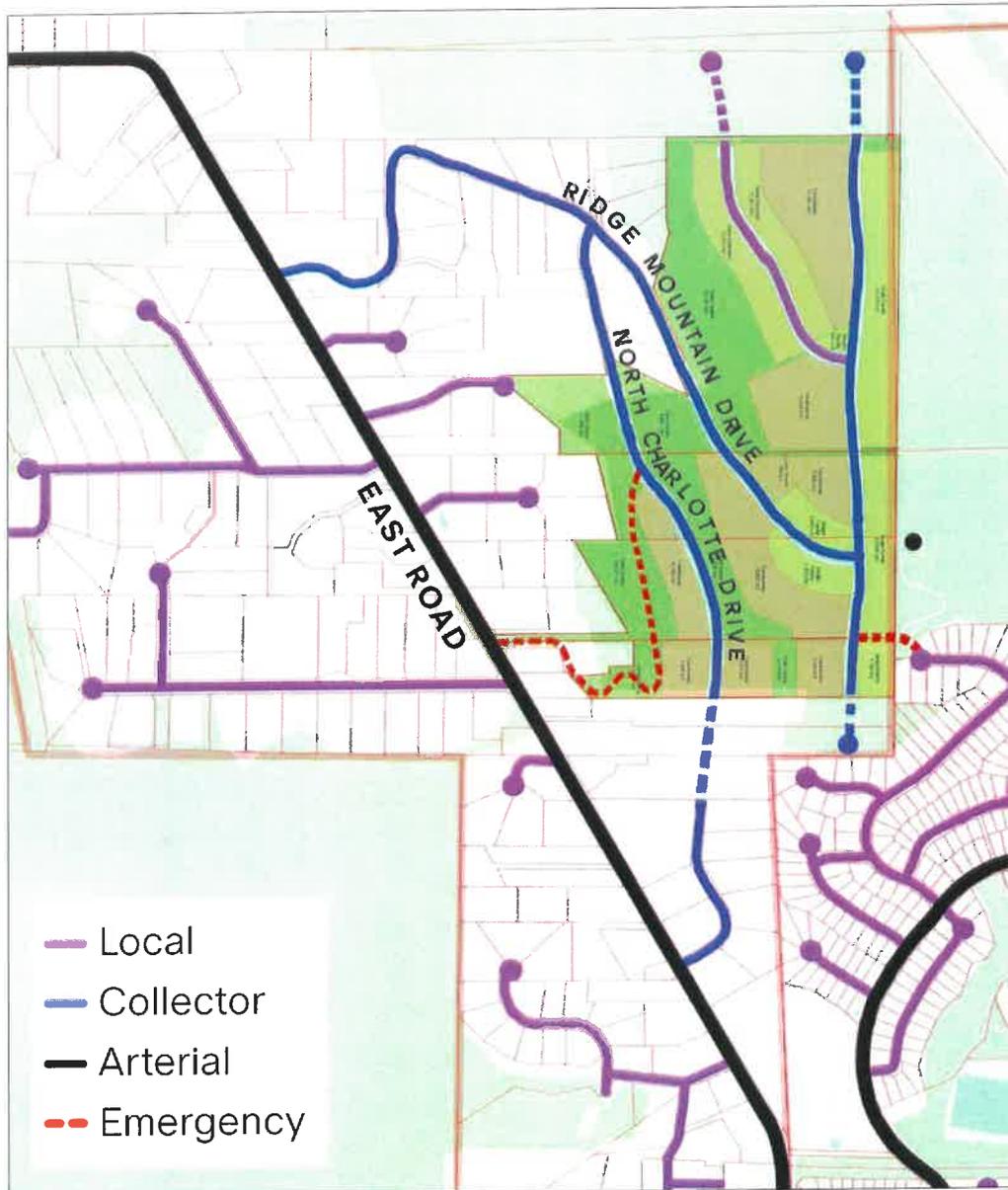




PARKS AND TRAILS

2.5km trails will be built on site in open space and link local and regional recreational areas.

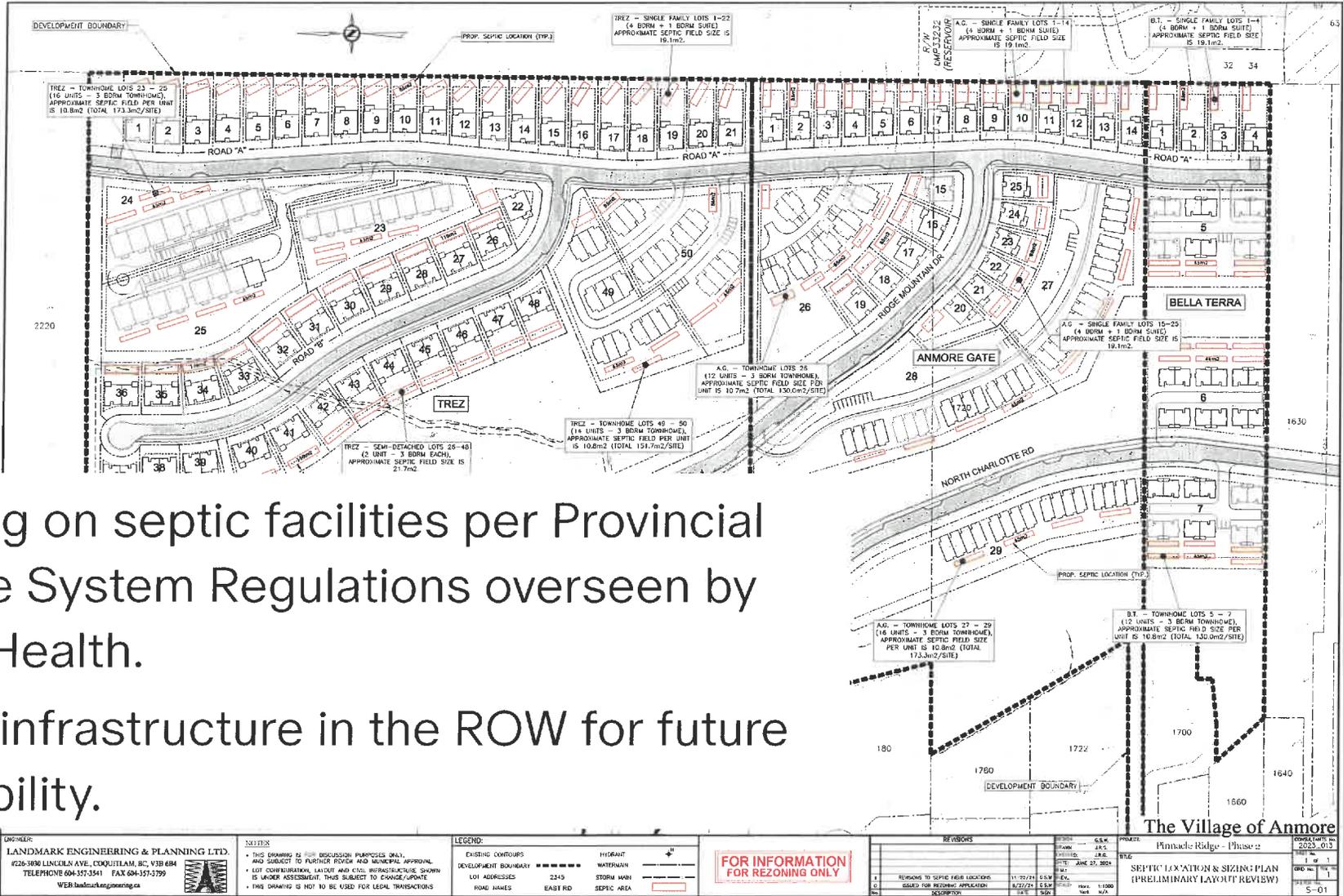




ACCESS & TRAFFIC IMPACT

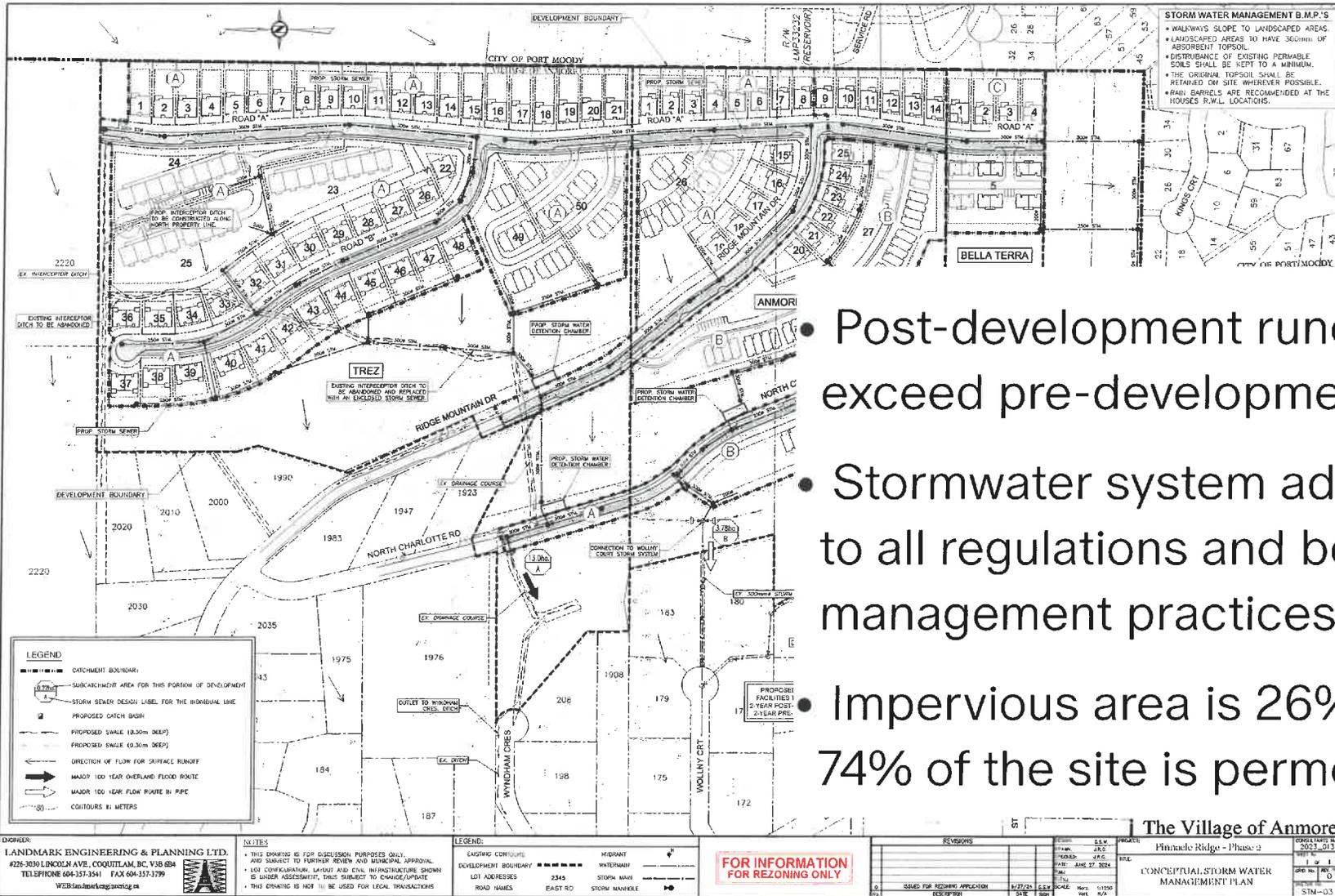
- TIA indicates acceptable levels and no capacity constraints
- North Charlotte Drive extension is actively being negotiated
- Emergency Access routes are being explored
- Parking is available on some streets

SANITARY SERVICING STRATEGY



- Housing on septic facilities per Provincial Sewage System Regulations overseen by Fraser Health.
- Sewer infrastructure in the ROW for future adaptability.

STORMWATER MANAGEMENT

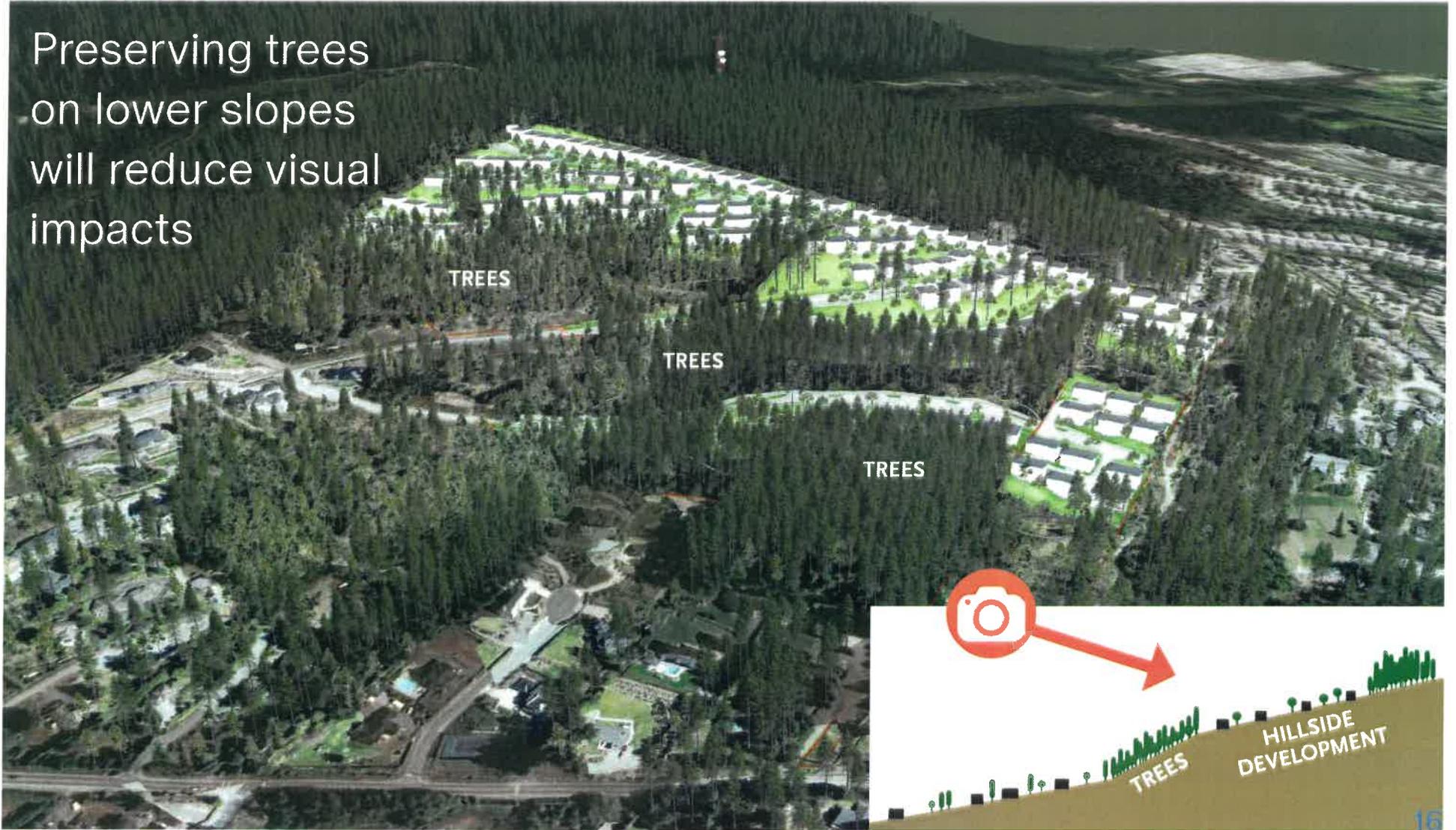


- Post-development runoff will not exceed pre-development runoff.
- Stormwater system adheres to all regulations and best management practices.
- Impervious area is 26%, thus 74% of the site is permeable.

VISUAL IMPACT

OBLIQUE VIEW

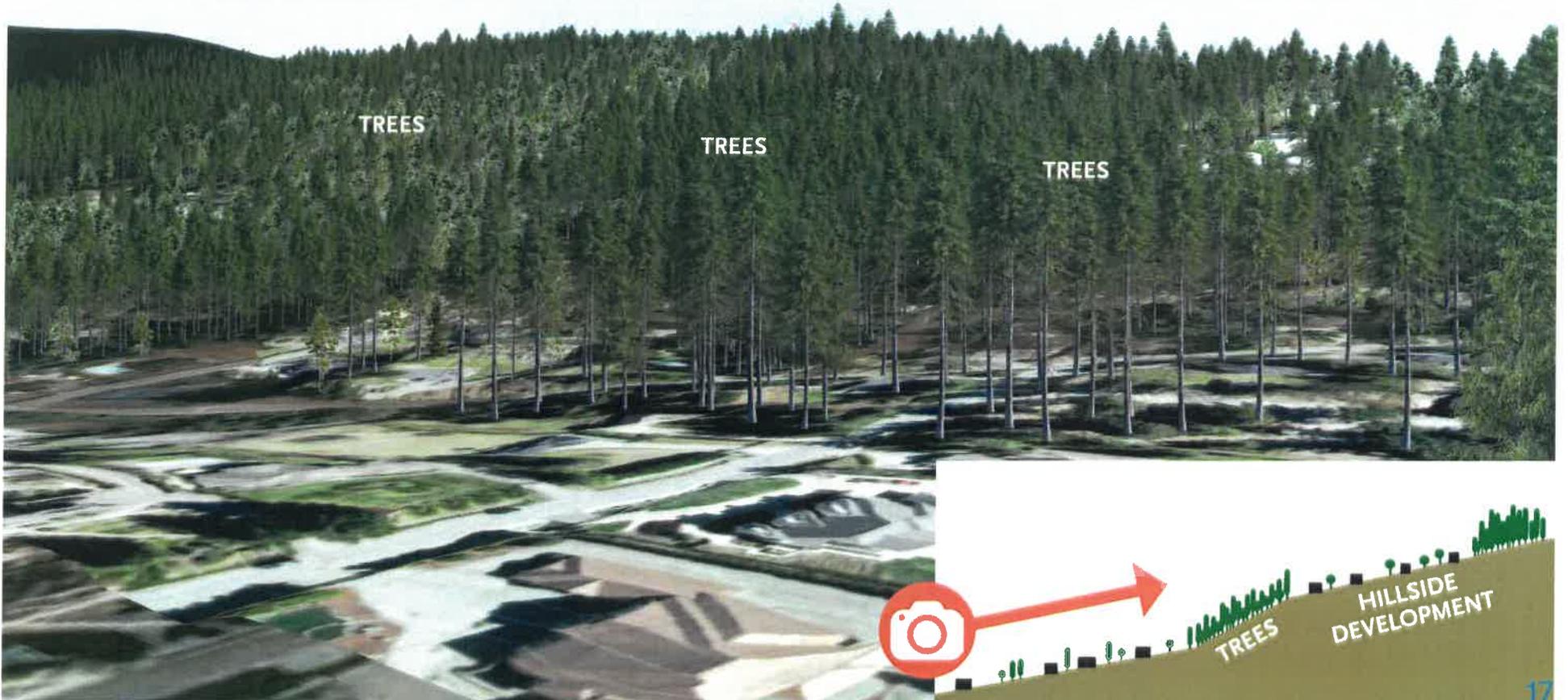
Preserving trees on lower slopes will reduce visual impacts



VISUAL IMPACT

VILLAGE VIEW

Trees screen most views of buildings from from below.





FINANCIAL SUSTAINABILITY

- Fiscal Impact Study confirms tax revenue far exceeds infrastructure maintenance and replacement costs
- Proposed CD zone financially outperforms RS-1 and conventional CD zones.



COMMUNITY BENEFITS

- **Meeting Housing Demand**

Pinnacle Ridge Hillside provides diverse housing options to meet the growing demand, targeting long-term availability for various household sizes and lifestyles.

- **Providing Parks & Trails**

Green spaces and trails will offer outdoor recreation, preserve natural landscapes, and promote a healthy lifestyle for residents.

- **Sustainable Community**

The development supports environmental sustainability with energy-efficient practices, social sustainability by fostering a healthy, connected community, and economic sustainability through responsible growth and long-term viability.

Pinnacle Ridge Committee of the Whole Facilitator Meeting Notes

Date: December 2, 2024
Time: 6:00 p.m. to 9:00 p.m.
Version: Final

Attendees

Roles	Personnel
Committee Members	Mayor John McEwen, Councillor Polly Krier, Councillor Doug Richardson, Councillor Kim Trowbridge, Councillor Paul Weverink
Facilitator	Kirsty Dick, Lucent Quay
Subject Matter Experts	Pinnacle Ridge Team: Paul Rosenau, EKISTICS Village team: Karen Elrick, Chris Boit, Josh Joseph, Therese Mickelson
Technical support	Village team: Rhonda Schell, Lena Martin

Purpose

- Provide the Committee with an opportunity to provide input for consideration to staff on the review of the Rezoning Application for the Pinnacle Ridge Hillside Development Lands.

Objectives

- Achieve clarity on the process steps and roles for Council, staff and Applicant for the rezoning application
- Answer questions posed by Council on the rezoning application process
- Gain insight into Council's interests, priorities and concerns for staff to consider as part of the rezoning application process

Discussion Topics and Notes

Agenda item
Mayor McEwen called the meeting to order and introduced the facilitator
The facilitator: <ul style="list-style-type: none"> • Provided an overview of the agenda • Reconfirmed the purpose and objectives for the evening (see above) • Noted additional requests to facilitate dialogue: <ul style="list-style-type: none"> - Respectful dialogue; one speaker at a time - Full participation - Creative thinking

Agenda item

- Clarity of process phase
- Trust the facilitator's process for the evening

Committee members agreed to continue the meeting as outlined above.

Village staff offered a brief presentation, summarizing:

- Village of Anmore rezoning application process
- Rezoning process under Bill 44, including the steps involved, how things have changed and key decision points at each stage
- Council's role and scope of decision making, staff's role and review steps under Bill 44, and the Applicant's responsibilities

Review and Discussion of Council and Committee Questions, Interests and Concerns

The facilitator invited each Committee member to share their thoughts based on the information provided by Village staff:

- Concerns about having no public engagement or consultation as part of rezoning process.
 - Staff noted that communication to inform the community about rezonings is still part of the process and that residents are still able to provide feedback directly to Mayor and Council in an informal way, at any time.
 - Staff noted that under Bill 44, a Public Hearing is not permitted as part of a rezoning application that is in alignment with the OCP, and that a formal community engagement process that seeks to mimic a Public Hearing is also not permitted. Informal engagement, such as existing mechanisms to contact Council, are still available but cannot be used to delay the rezoning process.
 - There was discussion amongst Council related to consulting with the community regardless of Bill 44 directives; however, staff advised Council to adhere to the legislation noting that if Council wants to direct staff to proceed with consultation on the rezoning, the Village should seek legal advice before doing so.

The Applicant offered a brief presentation, summarizing the rezoning application to provide clarity about what is being proposed and why decisions were made.

Review and Discussion of Council and Committee Questions, Interests and Concerns

The facilitator invited each Committee member to share their thoughts based on the information provided by Village staff and the applicant.

Comments are summarized below by topic, without attribution to a specific person, as several members offered similar comments on some topics.

Housing Diversity and Density:

- Question about total number of dwellings listed and whether that includes all allowable units as part of the new provincial legislation.
 - Questions and discussion about what would stop a resident from building additional units on property
 - Staff provided an overview of covenants that could be used to limit the number of units in the overall development
- Questions about size of homes on lots, and types of housing.
 - Concerns about large homes on small lots
 - Concerns about availability of smaller homes
 - Interest in variety of housing

Agenda item

- Question about whether housing mix addresses housing needs report
- Applicant noted that construction costs are currently very high, and developers build for the market and large homes on small lots are not desirable in current market
- Questions and discussion about proposed maximum 0.6 FAR and whether that could be adjusted.
 - Applicant noted that average is 0.47 FAR and alternate maximum could be considered
- Questions and discussion about whether below market units would be included as part of this development.

Action: Staff to provide a report to Council outlining how covenants work and how density could be limited for this development.

Action: Staff to provide a report to Council outlining massing for proposed units.

Action: Staff to provide report on below market housing and how it could work in the Village.

Environmental and Topographical Considerations:

- Questions and discussion about development on 30% grades or higher being avoided or limited.
- Questions and discussion about safety including fire smart requirements.
- Questions and discussion about stormwater management and drainage concerns.
 - Concern about issues with retaining walls in the Village
 - Interest in stormwater infrastructure built to highest standard to accommodate future heavy rain
 - Questions and discussion about maximum versus minimum greenspace
- Question if there will be any effects on Mossom Creek or any other riparian areas. Staff noted that the review will ensure the Village meets all provincial government requirements.

Community Benefits:

- Questions about what community benefits have been considered.
- Interest in considerations both within and outside the development area.
- Question about whether bridge over Mossom Creek is being considered.
- Question about whether CAC could be collected for future road connection. Staff advised that CACs would be part of a future Council report.
- Questions and discussion about amount of greenspace and usage.
 - Council encouraged Applicant to look at Village Parks Masterplan
 - Interest in having better connection to forest
 - Interest in having trail network proposal in more detail
 - Interest in having some park area on flatter terrain somewhere in development (e.g., could be at top of property with viewpoint)
 - Interest in having a bigger useable park area for recreation / programmed park (e.g., playing field or playground)
 - Suggestion to remove planned lots on flat area to accommodate active park
 - Staff noted that cost of maintaining sport field should be considered
 - Applicant noted the site is very steep and a playing field would be challenging

Agenda item

Infrastructure and Servicing:

- Questions and discussion about safety including emergency response and access/ egress.
 - Questions about cost increases for fire and police services
 - Staff noted that emergency access would be reviewed by Approving Officer
- Questions and discussion about whether septic system would allow for future sewer connection.
- Question and discussion about strata versus public roads.
 - Preference is for public roads
 - Staff and Applicant agreed that further discussion is encouraged
- Questions about allocated parking spots versus use of street parking.
 - Applicant confirmed that parking for townhomes includes 114 parking spots on public roads
 - Concerns that parking is not adequate for number of homes
 - Applicant noted current plans include minimum 20-metre right of way, two travel lanes with turnouts/ pull outs
 - Staff noted bylaw includes new parking standards and landscaping standards
- Questions about development financial analysis and costs for infrastructure covered by development.
 - Questions about drinking water infrastructure including pump stations and re-chlorination stations
 - Concerns about current pump, could development replace pump
 - Concerns about additional costs to Village
- Questions about roadway standards including whether streetlights and open ditches will be included, not represented on plans.

Action: Staff to provide a report on road standards and options.

Other considerations:

The facilitator invited Committee members to share additional comments.

Comments are summarized below by topic, without attribution to a specific person, as several members offered similar comments on some topics.

- Council wants assurances that this development will be a net benefit to the Village of Anmore.
 - Request for Village consultant to do review of financial analysis, costs and infrastructure.
- Questions about ownership of land and how it relates to zoning process.
- Question about when to take development plans to committees like environment committee.
 - Staff noted plans would go to committees after second reading
- Questions about what development might look like and materials provided by Applicant.
 - Staff noted that materials, following review by staff can be loaded on to website
- Question about whether First Nations engagement will be undertaken by the Village.

Action: Staff to provide further information on First Nations engagement timing and approach.

Next Steps

- Facilitator provided recap of discussion
- Committee recommended that staff be directed to consider comments provide during the Committee of the Whole meeting