

**ADVISORY PLANNING COMMISSION
MEETING MINUTES**

March 16, 2021 @ 5:00 pm, via WebEx

Present:	Mark Gravel	Member, Chair
	Gareen Ball	Member, Vice Chair
	Emanuel DeMelo	Member
	Gerry Leibel	Member
	Mike Langedger	Member
	Councillor Empinado	Council Representative, Non-Voting
	Councillor Goffinet	Council Representative, Non-Voting
 Staff:	Angie Lucas	Director of Community Planning and Development
	Colin Brown	Planner
	Danielle Luckey	Planning Clerk
 Guests	Tom Mildenberger	Applicant, 20 Swallow Street
 Regrets:	Adam Perry	Member
	Raymond Raj	School Board, Non-Voting

MINUTES

**Moved and Seconded,
THAT the Advisory Planning Commission Minutes of 17 February
2021 be adopted.**

Motion Carried

ITEMS FOR DISCUSSION

1. Tenure

Thank you to Gareen Ball for 4 years and Mark Gravel for 2 years on the Commission. Staff asked if members knew of anyone whom may be interested in joining to pass on the information.

The ending these tenures opens up the positions of Chair and Vice- Chair. Nominations and voting will take place at next meeting.

2. Development Variance Permit – 20 Swallow Street

The property owners of 20 Swallow Street submitted an application for Council for a development variance permit to construct a garage with an extra room above. *Kitimat Municipal Code* (KMC) requires a 4.5 metre front yard setback. The proposed height of the addition is 8.25m measured to the peak. The height of the existing house is 6m. Staff noted that public notice has been issued to the entire street, currently only one comment had been received.

Applicant, Thomas Mildenberger, was available to describe his application and answer questions from the Commission. Mr. Mildenberger expressed that he would like an additional 2 feet on his garage to allow for a truck to fit inside and allowing for the addition to have an extra 3 feet would bring walls in the room above to 8 feet and bring to code. The applicant noted that when taking the grade into account the height of the addition will be approximately 1m higher than the existing house. Commissioners asked the question about the extra requested height on the addition potentially being a concern for neighbouring properties view being blocked. Questions were asked about the distance between front of

new garage and the curb, noted that the structure will be 12 feet away.

Moved and Seconded,

THAT the Advisory Planning Commission supports development variance permit application for 20 Swallow Street.

Motion Carried

3. APC MEETING DATE CHANGE

Staff are preparing a revised APC Bylaw that will be brought to Council shortly. The intent is to bring this section of Kitimat Municipal Code up to date the current legislation. As part of these changes, a new day is needed to better align APC with other committees and to reduce conflicts with other schedules. Commission has agreed to continue with the third full week of the month meetings to be scheduled for Thursday's at 5:00 pm.

NEXT MEETING: Thursday, 22 April 2021 at 5 pm

Meeting adjourned at 5:30 pm

Minutes approved for
circulation

Angie Lucas, Director

17 March 2021

Minutes adopted

Marc Gravel, Chair

Date