



Minutes

The meeting of the APC was held on Thursday, December 9, 2021, by video conference (due to Covid-19 restrictions on public meetings), commencing at 5:04pm.¹

PRESENT: Adam Perry, Member, Chair
Gerry Leibel, Member, Vice-Chair
Emanuel DeMelo, Member (left at 6:00)
Mike Langegger, Member
Councillor Goffinet, Council Representative, Non-Voting
Karen Jonkman, School Board Representative, Non-Voting

ABSENT: Tanya Healey, Member
Brian Andrew, Member
Colin Light, Member
Councillor Empinado, Council Representative, Non-Voting
Raymond Raj, School Board Representative, Non-Voting

GUESTS: Gabrielle Whitters, Deputy Director of Corporate Administration
Kiona Enders, Director of Corporate Administration

STAFF: Angie Lucas, Director of Planning
Krysten Hogan, Planner
Anmol Anand, Planner
Danielle Luckey, Planning Clerk

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**

Moved and seconded, DeMelo/Langegger:

“THAT the agenda be approved as presented”.

CARRIED

3. APPROVAL OF MINUTES

Moved and seconded: Leibel/Langeegger:

“THAT the minutes of the meeting held 22 July 2021 be approved”.

CARRIED

4. REFERRALS FROM COUNCIL

- **Accessory Buildings and Accessory Structures Zoning Amendment Bylaw, No. 2006, 2021**

“THAT the Advisory Planning Commission receive “Accessory Buildings and Accessory Structures Zoning Amendment Bylaw, No.2006, 2021” report dated 7 December 2021”.

CARRIED

DISCUSSION

- Planner, Krysten Hogan, provided an overview of the planning report which outlined the reason for the amendment bylaw and the referral motion from Council to the Advisory Planning Commission. Krysten Hogan explained that over the years the District has received a lot of Development Variance applications regarding building height, specifically for residential zones. Currently the height at 3m at mid-span, is not meeting normal building practices. A bylaw and zoning analysis is included in package.
- Commission Discussion:
 - Moving distance from 1m to 1.2m, is that a sight issue?
 - Acknowledging that accessory buildings/structure will be higher, reduce impact to neighbours. A lot of these applications, due to height compliance, do need to change.
 - Moving forward how do we deal with applications going beyond this change?
 - Applicants are always allowed to apply for a Development Variance Permit to build higher than the Bylaw allows and are dealt with on a case-by-case basis.

Moved and seconded: Perry/Leibel:

“THAT the Advisory Planning Commission receives the “Accessory Buildings and Accessory Structures Zoning Amendment Bylaw No.2006, 2021” as presented as Attachment “A” for review.

AND THAT the Advisory Planning Commission provide a recommendation of support for “Accessory Buildings and Accessory Structures Zoning Amendment Bylaw No.2006, 2021” as presented as Attachment “A”.

CARRIED

5. APC DISCUSSION TOPICS

- **APC Policy**

- Chair requested a review of the APC Policy.
- The APC Members expressed concern with:
 1. The number of meeting cancellations over the past few months due to there being no referrals from Council, which lead to Council potentially missing matters that the APC members may want to bring forward for Council’s consideration since the policy does not permit APC to hold a meeting without a referral from Council.
 2. That Council does not refer all matters to APC and some of the APC members felt that since there have been many land use issues that have been to Council in the past few months, there should be, or could have been, more referrals to APC on those items.
 3. If APC is here to take referrals from Council, how does Council determine what comes to APC. Can a public member come forward to Council and request a referral be made to take a matter to APC?
- In response to the above concerns the Director of Planning noted that having meetings without referrals moves away from the APC Policy Mandate. The Commission can put a recommendation to Council to make a change to the Policy, it would require consultation from staff with legal counsel to ensure that any proposed changes meet the APC Bylaw or the APC Bylaw may

then need to be amended, but still meet any LGA requirements for Advisory Planning Commissions.

- The Director noted that APC other municipalities also only meet as needed by Council but an additional way to provide information to Council for any resident is as a Delegation. Membership on APC is for a purpose, participation on APC does not stifle your purpose as a community member to bring issues to Council.
- Councillor Goffinet provided a definition of APC as being a Commission to provide opinions to guide Council on certain issues.
- Staff suggested putting together a letter to Council with a recommendation for any changes requested for the APC Policy. Council will direct staff based on their discussion of the request letter from APC.
- The Chair ended the meeting by stating that the Commissioners' concern is there was no meeting for six months, and potential loss of interest for the Commissioners. (The last APC meeting was on July 2021, five months previously).

Quorum was no longer met for the meeting. No motion made on this discussion.

6. NEXT REGULAR MEETING

Thursday, January 20, 2022

7. ADJOURNMENT:

Quorum no longer met; meeting closed.

The meeting adjourned at 6:05pm.

CERTIFIED TRUE AND CORRECT

CONFIRMED

Chair

Director of Planning