

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE ELECTORAL AREA SERVICES COMMITTEE MEETING**

**Tuesday, February 13, 2018**

**1:30 P.M.**

**RDN Board Chambers**

In Attendance:	Director J. Stanhope	Chair
	Director A. McPherson	Electoral Area A
	Director H. Houle	Electoral Area B
	Director M. Young	Electoral Area C
	Director B. Rogers	Electoral Area E
	Director J. Fell	Electoral Area F
	Director W. Veenhof	Electoral Area H
Also in Attendance:	P. Carlyle	Chief Administrative Officer
	R. Alexander	Gen. Mgr. Regional & Community Utilities
	G. Garbutt	Gen. Mgr. Strategic & Community Development
	T. Osborne	Gen. Mgr. Recreation & Parks
	D. Wells	Gen. Mgr. Corporate Services
	W. Idema	Director of Finance
	D. Pearce	Director of Transportation & Emergency Services
	J. Hill	Mgr. Administrative Services
	J. Holm	Mgr. Current Planning
	R. Lussier	Planner, Parks & Recreation
	C. Simpson	Planner, Long Range Planning
	B. Ritter	Recording Secretary

**CALL TO ORDER**

The Chair called the meeting to order and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

**APPROVAL OF THE AGENDA**

It was moved and seconded that the agenda be approved as presented.

CARRIED UNANIMOUSLY

**ADOPTION OF MINUTES**

**Electoral Area Services Committee Meeting - January 9, 2018**

It was moved and seconded that the minutes of the Electoral Area Services Committee meeting held January 9, 2018, be adopted.

CARRIED UNANIMOUSLY

**PLANNING**

**Development Permit with Variance**

**Development Permit with Variance Application No. PL2018-009 - 343 and 349 Grovehill Road, Electoral Area 'H'**

It was moved and seconded that the Board approve Development Permit with Variance No. PL2018-009 to permit a parcel depth variance and a request to relax the 10% perimeter frontage requirements for proposed lots A and B in conjunction with a Section 514 Subdivision to Provide Residence for a Relative be approved subject to the terms and conditions outlined in Attachments 2 to 5.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board direct staff to complete the required notification for Development Permit with Variance No. PL2018-009.

CARRIED UNANIMOUSLY

**Development Permit with Variance Application No. PL2018-020 - Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement In Relation to Subdivision Application No. PL2017-043 - 3100 and 3106 Jameson Road, Electoral Area 'C'**

It was moved and seconded that the Board approve the request to relax the minimum 10% perimeter frontage requirements for Lots 4, 5, 6, 7, 8 and the remainder in relation to Subdivision Application PL2017-043, subject to the terms and conditions outlined in Attachments 2 and 3.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board approve Development Permit with Variance No. PL2018-020 to increase the permitted parcel depth of Lots 5, 7, and 8 subject to the terms and conditions outlined in Attachments 2 to 3.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board direct staff to complete the required notification for Development Permit with Variance No. PL2018-020.

CARRIED UNANIMOUSLY

**Development Permit with Variance Application No. PL2017-150 - 2130 and 2140 Schoolhouse Road, Electoral Area 'A'**

It was moved and seconded that the Board approve Development Permit with Variance No. PL2017-150 to permit the construction of an industrial building, installation of signage, and the placement of fill subject to the terms and conditions outlined in Attachments 2 to 8.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board direct staff to complete the required notification for Development Permit with Variance No. PL2017-150.

CARRIED UNANIMOUSLY

**Development Permit with Variance Application No. PL2017-177 - Minimum 10% Perimeter Frontage Requirement Relaxation in Relation to Subdivision Application No. PL2016-037 - 2483 Pirart Road and 2649 Munro Road, Electoral Area 'C'**

It was moved and seconded that the Board approve the request to relax the 10% perimeter frontage requirements for proposed lots 4, 11, 12, and 15 in relation to Subdivision Application PL2016-037 subject to the terms and conditions outlined in Attachments 2 and 3.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board approve Development Permit with Variance No. PL2017-177 to increase the permitted parcel depth of lots 1 and 2 subject to the terms and conditions outlined in Attachments 2 and 3.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board direct staff to complete the required notification for Development Permit with Variance PL2017-177.

CARRIED UNANIMOUSLY

**Development Permit with Variance Application No. PL2017-178 - 2484 Alberni Highway, Electoral Area 'F'**

It was moved and seconded that the Board approve Development Permit with Variance No. PL2017-178 to permit the development of a gasoline service station, stormwater management system, and associated parking and landscaped areas subject to the terms and conditions outlined in Attachments 2 to 6.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board direct staff to complete the required notification for Development Permit with Variance No. PL2017-178.

CARRIED UNANIMOUSLY

**Other**

**Temporary Use Permit Application No. PL2017-186 - 925 Fairdowne Road and 1240 Valley Road, Electoral Area 'F'**

It was moved and seconded that the Board approve Temporary Use Permit No. PL2017-186 to allow a film and recording studio on the subject properties subject to the terms and conditions outlined in Attachments 2 and 3.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board direct staff to complete the required notification for Temporary Use Permit No. PL2017-186.

CARRIED UNANIMOUSLY

**Development Permit and Temporary Use Permit Areas Standardization Project**

Staff provided a brief presentation on the Development Permit and Temporary Use Permit Area Standardization project.

It was moved and seconded that the "Development Permit and Temporary Use Permit Areas Standardization" project including associated amendments to official community plans and zoning bylaws be initiated.

CARRIED UNANIMOUSLY

It was moved and seconded that the Terms of Reference, including the Consultation Plan for the "Development Permit and Temporary Use Permit Areas Standardization" project be endorsed.

CARRIED UNANIMOUSLY

It was moved and seconded that the timeline for third reading and adoption of the bylaw be brought forward to the October 2018 Regular Board meeting.

CARRIED UNANIMOUSLY

**COMMUNITY PARKS**

**Signage Strategy for Community Parks and Trails**

Staff provided a brief presentation on the Signage Strategy for Community Parks and Trails project.

It was moved and seconded that the Signage Strategy for Community Parks and Trails be received and approved pending final review from the Parks and Open Space Advisory Committees.

CARRIED UNANIMOUSLY

**EMERGENCY PREPAREDNESS**

**Emergency Reception Centre Signs**

It was moved and seconded that the Emergency Reception Signs report be received for information.

CARRIED UNANIMOUSLY

**NEW BUSINESS**

**New General Manager of Corporate Services**

The Chair welcomed the new General Manager of Corporate Services, Delcy Wells.

**Directors' Forum**

The Directors' Forum included discussions related to Electoral Area matters.

**Public Notification for Planning Notices**

It was moved and seconded that staff provide a report indicating consideration of providing public notification for a greater area than it is currently provided.

CARRIED UNANIMOUSLY

**ADJOURNMENT**

It was moved and seconded that the meeting be adjourned.

TIME: 2:39 PM

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CHAIR

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CORPORATE OFFICER