

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

**Meeting of the Advisory Planning Commission  
Held at City Hall, 141 West 14th Street, North Vancouver, B.C.  
in the Atrium Meeting Room on Wednesday, February 11th, 2015**

---

**MINUTES**

---

Present: M. Clark  
M. Higgins  
A. Jamieson  
D. Marshall  
P. McCann  
M. Rahbar  
M. Robinson  
T. Valente  
B. Watt  
Councillor Bell

Staff: S. Smith, Planner 2, Community Development  
S. Kimm-Jones, Committee Clerk

Absent: D. Farley  
Councillor Back

---

A quorum being present, S. Smith, Planner 2 took the Chair and called the meeting to order at 6:00 p.m.

**1. Commission Orientation and Welcome to New Members**

S. Smith, Planner 2, welcomed new members and all members introduced themselves.

S. Smith gave an overview of the role of the Advisory Planning Commission noting that it is the oldest City Advisory Body and acts in an advisory capacity not an advocacy one. The Commission's recommendations to Council give a balanced perspective from the broader community on issues.

The following topics were reviewed and discussed: advisory body procedures, terms of reference, conflict of interest, quorum and attendance, as well as the importance of drafting resolutions to contain the important points from discussions. The process for making motions was also discussed.

## **2. Elections of Chair and Vice Chair**

The election of Chair and Vice Chair for the period February 2015 to January 31, 2016 took place. Staff chaired the election.

It was agreed to elect the Chair and Vice Chair by a show of hands.

Nominations for the position of Chair were requested. Dan Marshall was nominated for the position of Chair and accepted the nomination. Dan Marshall was elected Chair by acclamation.

Nominations were then requested for the position of Vice Chair. Paul McCann was nominated for the position of Vice Chair and accepted the nomination. Paul McCann was elected Vice Chair by acclamation.

Dan Marshall took over the Chair at 6:55 pm.

## **3. Minutes of Meeting of the Advisory Planning Commission held January 14<sup>th</sup>, 2015**

It was regularly moved and seconded

**THAT** the minutes of the meeting of the Advisory Planning Commission held January 14<sup>th</sup>, 2015 be adopted.

**Carried Unanimously**

## **4. Business Arising**

Information was provided to members on action items from the minutes of the January 14<sup>th</sup> meeting.

## **5. Staff Update**

S. Smith reviewed relevant planning development, project and policy items from recent Council meetings. Discussion ensued.

There was a question on what it meant when a project aimed to 25% greener than Code.

**Action:** Staff to provide information to members.

There was a discussion of offstreet parking and transportation in general.

## **6. Official Community Plan Update**

S. Smith updated members on the status of the Official Community Plan (OCP)

Staff are preparing for the Public Hearing on March 3<sup>rd</sup>; if successful the Bylaw would return for final consideration at the end of March. In April staff would then go to Council for direction on the implementation of the Plan e.g. developing guidelines for East 3<sup>rd</sup> Street. Council would set the top priorities.

Heading into the Public Hearing, staff are not accepting new proposals for land use changes; the density or land use of a property cannot be changed without referral of an amended Bylaw to a new Public Hearing.

## **7. Density Bonus Finalization Update**

S. Smith updated the Commission on the proposed Density Bonus Policy. This is a parallel but separate process to CityShaping. Categories and maximums are defined in the Official Community Plan but other aspects will be defined in the policy which will be located in the Zoning Bylaw.

The draft Official Community Plan confirms what categories can be bonussed for e.g. heritage, employment.

The Density Bonus Policy will go to Council for endorsement following adoption of the Official Community Plan.

### **Questions and comments from the Panel included but were not limited to:**

- The Province introduced guidelines for municipalities regarding the Community Amenity Charges (CAC's). Are these included or referenced in the Policy? **Staff:** The Provincial guidelines were included as an attachment in the density bonus policy report.
- I am not convinced CAC's help affordability.
- A letter from Brent Toderian was quoted vis-à-vis not allowing density at the cost of design. **Staff:** Development Permits will be used to guide form and character.
- Guidelines and policies do not bind Council. There can be exceptional benefit from a project which has not been considered previously; Council has the right to make a change. **Staff:** Previously a density bonus request always involved an amendment to the OCP and density bonuses had no upper limit. The new policy has established maximums. Council can still consider amendments.
- It is important to have quality buildings; developers can pay CAC's and still build cheap buildings. **Staff:** Projects are reviewed by staff for compliance with guidelines and by the Advisory Design Panel.

## **8. Information Items**

There was a question on why the Garden Apartment Guidelines specifically exclude the Fell Hamilton area. **Staff:** The Guidelines were developed as a snapshot of certain areas (including view sensitive areas). **Member:** They are old. **Staff:** They will be expanded on for the new Development Permit Areas.

## **9. Other Business**

A member asked a question about applicants providing financial information to the Commission when asked. **Staff:** It depends on the nature of the information requested. If it is related to the mandate of the Commission, staff can request specific information to be provided in the information package. **Member:** What is the definition of "affordable housing" e.g. in rental buildings and how are the applicants addressing this? **Staff:** Applicants are asked to provide an affordability statement.

**Member:** Do we have the ability to defer our recommendation for any project and request additional information? **Staff:** Often a project will only come to APC once. If the Commission feels there is insufficient information to make a decision, they can make a resolution to that effect.

The Volunteer Appreciation Reception will be on April 30<sup>th</sup> at City Hall.

There being no further business, the meeting adjourned at 8:00 p.m.

The next regular meeting of the Advisory Planning Commission will be held on Wednesday, March 11th, 2015.

A handwritten signature in blue ink, appearing to read "D. M. Kelly", is written above a horizontal line.

Chair