



ADVISORY PLANNING COMMISSION

Tuesday, March 21, 2017 at 5:30 pm
Council Chambers

MINUTES

VOTING MEMBERS PRESENT:

Peter Hall	- Chair, Community Member
Richard Carswell	- Community Member
Darlene Carty	- Community Member
Laura Cornish	- Community Member
Margaret Fairweather	- Community Member
Andrew Hull	- Community Member (arrived at 6:04 p.m.)
Christa MacArthur	- Vice-Chair, Community Member
Tobi May	- Community Member
Alex Swezey	- Community Member

STAFF:

Britney Quail	- Planning Analyst
Lauren Blake	- Committee Clerk

The meeting was called to order at 5:35 p.m.

1.0 ADDITIONS TO AGENDA

There were no additions.

2.0 ADOPTION OF MINUTES

2.1 Adoption of the minutes of Tuesday, January 17, 2017

MOVED and SECONDED

THAT the January 17, 2017 Advisory Planning Commission minutes be adopted.

CARRIED.

All members of the Commission present voted in favour of the motion.

3.0 INFORMATION PRESENTATIONS

3.1 APC New Member Orientation

Lauren Blake, Committee Clerk, distributed and reviewed the following documents with the Committee members:

- Rules of Conduct: Advisory Committees & Bodies of Council
- Respectful Workplace and Human Rights Policy
- Social Media Policy
- FOI Permission Forms

Members are to advise Development Services staff of their attendance at each meeting. If a member is unable to fulfill their duties, they are asked to notify staff as soon as possible so the position can be refilled.

Ms. Blake requested volunteers to serve as the Chair and Vice-Chair for the 2017 term.

MOVED and SECONDED

THAT Peter Hall serve as Chair for the 2017 Advisory Planning Commission term.

CARRIED.

All members of the Commission present voted in favour of the motion.

MOVED and SECONDED

THAT Christa MacArthur serve as Vice-Chair for the 2017 Advisory Planning Commission term.

CARRIED.

All members of the Commission present voted in favour of the motion.

Procedural note: Peter Hall assumed the role of the Chair.

4.0 REZONING

There were no items.

5.0 NEW BUSINESS

There were no items.

6.0 REPORTS AND INFORMATION

6.1 Queen's Park Heritage Conservation Area: Draft Policy Provisions

Britney Quail, Planning Analyst, provided a PowerPoint presentation summarizing details regarding the Queen's Park Heritage Conservation Area (HCA) draft policy provisions as outlined in the report dated March 21, 2017.

In response to questions from the Commission, Ms. Quail provided the following information:

- The boundaries for the Queen's Park HCA would be from Sixth Street to Queen's Park and Royal Avenue to Sixth Avenue;
- There are approximately 65 heritage districts in British Columbia, and it is anticipated that the Queen's Park HCA would be one of the largest areas;
- RM zoned apartment buildings have not been included as part of the HCA. However, there are six apartment buildings in the Queen's Park neighbourhood which are located on RS-1 zoned lots, and would therefore qualify;
- The majority of the buildings zoned institutional in the neighbourhood, such as the Armoury and Queen's Park Arena, have been designated or registered as heritage buildings;
- While the HCA would not automatically designate and register all homes in Queen's Park, designation and registration would still be options available to property owners, should they wish to increase the heritage protection on their home;
- The environmental aspect of retaining homes is not included as part of the scope of the HCA; however, sustainability would be addressed via the Design Guidelines;
- Currently, should a property owner wish to demolish their home, they would be required to apply for a demolition permit; however, the HCA would provide additional levels of review for demolitions in Queen's Park;
- Permits would be required for changes to the front, front roof line, and sides of homes protected through the HCA. This would leave room for expansion or additions at the rear of properties;
- As the HCA area is so large, and there are time constraints to complete the policy work, it was decided to not include landscaping features, such as stone walls. Landscaping features may be included for protection at a later date;
- The HCA would be effective immediately and indefinitely, if implemented. The HCA would be evaluated at set time lengths, such as every ten years;

- The Design Guidelines would address new architecture, changes to existing homes and landscaping.
- The Design Guidelines and the heritage protection provisions will include the results of community consultation;
- The HCA does not alter the zoning of a property, therefore the HCA would not affect infill in Queen's Park;
- Changes to the front of a home would be permitted if the HCA is implemented. A permit would be required and the design would have to be consistent with the Design Guidelines; and,
- It is not clear why there are few homeowners in Queen's Park who previously volunteered to register or designate their homes.

Discussion ensued, and the Commission noted the following comments:

- There could be additional tools to encourage home owners to designate their homes;
- Concerns were expressed regarding the lack of regulation for the rear of a home, as it is expected that is where the majority of additions are located. Additions may change the context of the building;
- The Design Guidelines could include inclusive language regarding renovations or additions to the front of a home to ensure accessibility features could be integrated when required;
- Residents may have concerns regarding resale value of their homes if it were to be designated; and,
- Residents may be unaware that designating their home is an option that is available.

MOVED and SECONDED

THAT the presentation regarding the Queen's Park Heritage Conservation Area: Draft policy provisions be received for information.

CARRIED.

All members of the Commission present voted in favour of the motion.

7.0 CORRESPONDENCE

There were no items.

8.0 NEXT MEETING

April 18th, 2017

9.0 ADJOURNMENT

ON MOTION, the meeting adjourned at 6:51 p.m.

Certified Correct,

Peter Hall
Chair

Lauren Blake
Committee Clerk

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