

**DISTRICT OF SEHELDT
MINUTES OF THE ADVISORY PLANNING COMMISSION MEETING
Community Meeting Room
1st Floor, 5797 Cowrie St., Sechelt
and
Via Zoom Online Meeting Platform
Tuesday, September 3, 2024
6:00 pm**

PRESENT	Commissioners Sharif Senbel (Chair), Scott Hanna, Ken King, Randy Knill, Sheena Macdonald, Archie Maclean, Bill McCreery, and Joanne Van Ginkel
REGRETS	Commissioner Javier Siu
COUNCIL	Mayor John Henderson (gallery) and Councillor Alton Toth (gallery)
STAFF	Development Planning Manager I. Holl, Senior Development Planner T. Baker, and Recording Secretary, M. Sugars

1. LAND ACKNOWLEDGMENT

2. CALL TO ORDER

The Chair called the Advisory Planning Commission (APC) Meeting to order at 5:58 pm.

3. ADOPTION OF AGENDA

Recommendation No. 1 – Agenda

Moved/Seconded

That the agenda be amended to add item 6.2 (Minute Distribution - Verbal Discussion) and:

That the agenda be adopted as amended.

CARRIED

4. ADOPTION OF MINUTES

4.1 Minutes of the August 20, 2024 Advisory Planning Commission Meeting

Recommendation No. 2 – Minutes of the August 20, 2024 Advisory Planning Commission Meeting

Moved/Seconded

That the minutes of August 20, 2024 Advisory Planning Commission meeting adopted.

CARRIED

5. INTRODUCTION TO AGENDA ITEMS

The Senior Development Planner provided an overview of the proposal and noted that Aidan Shirley of CityState Consulting Group, and Rob Lee of Mara + Natha Architects, were in attendance. Mr. Shirley provided a presentation of the proposal.

6. BUSINESS ITEMS AND REPORTS

6.1 Development Permit for 5981 Shoal Way

The commission discussed the following questions:

- The Development Permit (DP) application is only for a portion of the parcel:
 - The entire property was rezoned; however, the construction is taking place in phases due to financial feasibility.
 - A subdivision application for the property has been submitted.
 - If subdivision is approved, each phase will be treated as separate developments as they will be on separate parcels.
- The current address for the parcel is located on Shoal Way, but the current phase fronts Links Street?
 - Once the subdivision is complete, this parcel will front onto Links Street and be given a new address provided by the Sunshine Coast Regional District.
- Neighbouring playgrounds:
 - Kinnikinnick Elementary School is the closest playground.
 - There is another playground located on church property in the area as well; however, it is private.
- What data is there to indicate this is *workforce housing*?
 - In this case, the term is determined by unit size and price point.
 - There is no current data showing the proposal is considered *workforce housing*.
 - The developer is trying to create efficient, affordable housing to contrast the number of large, single detached homes.

- The applicant is not able to provide a timeline of construction and completion, but will consult the owner.
- Outdoor amenity space:
 - Development Permit Areas (DPA) outline basic guidelines, but do not impose requirements.
 - Additional park space is typically requested at the rezoning stage.
 - A community garden was requested for the site in its entirety, but is not required at this phase.
- The future phases of the site are not yet known.
 - If the subdivision application is completed, future phases will be on separate properties.
- The applicant is intending to retain trees, with the exception of a staging area. The owner would be able to provide a more in-depth answer.
- The current phase is proposed to be fee-simple strata. Future phases may include affordable housing contributions or cash in lieu in the form of Community Amenity Contributions.
- This phase is not proposed to include any accessible units, as they are all one unit type.
 - Future phases may include entry level units that could be adaptable for accessibility.
- The applicant believes air conditioning via heat pumps are proposed, but will confirm with the owner.
- Wiring for level two electric vehicle charging will be roughed in for each unit.
- Staff had initially requested a pedestrian pathway between Shoal Way and Links Street:
 - The pathway request was located on the remainder portion of the parcel.
 - There is currently one road dedication and one road reservation included in the subdivision proposal.
 - The developer believes the pathway should not be required because:
 - The north-west corner of the property contains a road right-of-way which will be an extension of Fairway Avenue and connects to the neighbouring property.
 - Once the neighbouring property is developed, this road continuation will connect to Links Street, providing vehicle connectivity between Shoal Way and Links Street.
 - The property to the east contains an existing pedestrian pathway between Shoal Way and Links Street.
 - They believe there is not enough room for a pathway in addition to the road construction and improvements needed in the north-west portion of the site.
 - Staff note further work is required on road dedication/construction as part of the subdivision application review.
- There is a proposed utility right of way on the east side of the site, to be provided at the time of subdivision.

- An underground water system is proposed to provide irrigation.
 - The size of the tank was determined by the applicant's engineer.
 - The applicant can obtain the rationale for the size of the tank and how long the tank will be able to provide irrigation.
- The commission may benefit from seeing physical samples of exterior features, as digital renderings may be inaccurate.
- A design review panel may be beneficial for Sechelt.
- The owner is exploring construction options regarding pre-fabrication.

Additional comments included:

- This type and size of housing is needed.
- There is some concern there is no place for children to play, or green space.
- The landscape design feels utilitarian, but understandable.
- The interior space could be reworked to eliminate one of the two proposed staircases.
- There are concerns regarding the road construction and the potential lack of drainage,
- The 'stepping' of the windows appears uneven, and would be more visually appealing if they were lined up.
- The unit entrances being located at the back seems unclear for visitors.
- Concerns were voiced regarding the lack of windows and the size of the proposed ones.
- No recreation vehicle parking is proposed.
- There is no turnaround proposed for the roads for firetrucks.
- More trees could be included on the site, although they may be excluded for fire prevention.
- The main entrance steps appear narrow.
- The entrance is located on the opposite side of the parking spots.
- Some members felt the shape of the units could be more efficient.
- Some members felt the interior layouts of the units could be revisited to improve views and efficiency.

The applicant's architect clarified the following:

- The slope of the road is dictated by the civil engineer, which is why the units are stepped.
- There is a continuous trough located between the roof pitches to provide drainage.
- The road length meets code requirements for firetrucks to back in and out without a turn around.
- Most residents will use their individual entrances, not the front main entrance.
- The applicant can review the interior staircases.
- The applicant will review the interior floor plans to improve views.

Commission members additionally noted their feelings that:

- The current proposal does not leave much room for the remainder of the site.
- A previous proposal for the site worked more effectively with the topography.
- The current proposal appears to work against the topography of the site.
- Basement suites are not provided.
 - The applicant noted that neighbouring residents expressed concerns regarding the massing of the building, and changes were made to present a smaller façade.
- the accessibility of the pathways are too steep.
- The slope could be leveled off in some areas.
- A terraced design may be more appropriate.

Recommendation No. 3 – Development Permit for 5981 Shoal Way

Moved/Seconded

- The APC recommends the applicant revisit the site plan, and consider including a dedicated amenity space on the north-west side of the property in accordance with Development Permit Area 7.

CARRIED

Recommendation No. 4 – Development Permit for 5981 Shoal Way

Moved/Seconded

- The APC recommends the architect revisit the north and south elevations to provide a more orderly composition.

DEFEATED

Staff clarified that DPA guidelines do not regulate interior layouts or design.

Recommendation No. 5 – Development Permit for 5981 Shoal Way

Moved/Seconded

That the APC recommends the architect revisit the interior layout to increase efficiency, room orientation to appropriate views, and interior access to the suites.

CARRIED

Recommendation No. 6 – Development Permit for 5981 Shoal Way

Moved/Seconded

The APC recommends that the proponent revisit the size and locations of windows to allow the most amount of light into the units.

CARRIED

Recommendation No. 7 – Development Permit for 5981 Shoal Way

Moved/Seconded

The APC recommends that the roof be redesigned to provide straightforward, maintenance free drainage.

CARRIED

Recommendation No. 8 – Development Permit for 5981 Shoal Way

Moved/Seconded

The APC recommends the applicant provide a minimum 12-foot-deep rear private outdoor space for each unit.

DEFEATED

Recommendation No. 9 – Development Permit for 5981 Shoal Way

Moved/Seconded

The APC recommends the Development Permit Application be brought back to APC with the recommended revisions incorporated before Council consideration.

CARRIED

6.2 Minute Distribution - Verbal Discussion

The following was noted regarding distribution of previous meeting minutes:

- Some members would like to see the minutes within one week of the meeting taking place.
- The current process is to send meeting minutes to the Chair prior to inclusion on the agenda for the following meeting.
- The Terms of Reference for the APC may outline how minutes are to be reviewed and distributed.
- All members could be courtesy copied when the minutes are provided to the Chair for review.
- Any comments the members may have regarding the minutes should be directed to the Chair, and compiled for singular response to staff in order to streamline comments.

7. ADJOURNMENT

The Advisory Planning Commission meeting of September 3, 2024 was adjourned at 7:36pm.

Certified Correct:

Sharif Senbel, Chair

Kerianne Poulsen, Corporate Officer