



MINUTES

OAK BAY ADVISORY PLANNING COMMISSION
TUESDAY, MAY 2, 2017 AT 5:00 PM
COUNCIL CHAMBERS, MUNICIPAL HALL, 2167 OAK BAY AVENUE

MEMBERS PRESENT

Andrew Appleton
Pam Copley
Virginia Holden

Michael Low
Kris Nichols
Tim Taddy

MEMBERS ABSENT

Rus Collins
Kristina Leach

STAFF PRESENT

Deborah Jensen, Manager of Planning

Krista Mitchell, Building and Planning Clerk

1. Call to Order

The meeting was called to order at 5:03 pm.

2. Adoption of Minutes

It was moved and seconded that the Minutes from April 4, 2017 be adopted as amended.

The motion was carried.

None opposed.

3. Approval of Agenda and Late Items

The agenda was approved as presented with the addition of items 5a and 6.

4. New Business

a. DVP00061 – 2566 Bowker Avenue

To facilitate an addition to an existing single family home.

D. Jensen gave a brief overview of the application. Some of the comments were:

- Applicant is requesting a variance for an existing single family home built in 1908.
- Previous approved DVP for the detached garage for distance between the house and the garage.
- Existing addition at the rear of the home was constructed without building permits, and the proposal is to remove and replace this with a two storey addition in the same location and add a new deck off of this addition.

R. Hoyt, applicant, presented the proposal. Some of the comments were:

- Applicant indicated the Board of Variance had approved the previous variance to construct the single car garage.
- New owners proposing a new second floor bedroom above the kitchen, a new deck off the kitchen, and a storage room created under the new kitchen addition.
- A variance is requested for the distance between the addition and the garage.
- Have received written support from approximately six neighbours.

Commission Comments

Commission members noted that the applicant is addressing the past issues of the unpermitted work. Some of the other comments were:

- Appreciated the digital rendering of the plans, was helpful in clarifying proposed works.
- Appreciated retention and upgrade of the older home, will be less likely that the home would be demolished.
- The proposal is in keeping with the historic character of the home and allows the home to be used in a more contemporary way with the connection to the outside.

It was moved and seconded to recommend that Council approve DVP00061.

The motion was carried.

None opposed.

5. Old Business

- a. Request for update on the Community Amenity Contribution policy.

D. Jensen gave a brief update on the Council priorities sessions, noting:

- Council has directed staff to gather information on a community amenity contribution and development cost charges project, a secondary suite process, and has indicated the Heritage Conservation Area (HCA) is a priority for the coming year.
- Council will be meeting May 11, 2017 to consider the annual budget.

P. Copley, Chair, reported Council is not currently providing direction to move forward with a housing strategy, so the previous motions will not be considered during this budget cycle.

6. Information Items

P. Copley, Chair, commented that she had met the each Commission member individually and that some Commission members had questions about their role on the Commission. She also commented that APC members play an important role in providing land use advice and policy development recommendations.

Commission members suggested guest speakers be invited to inform the Commission about housing issues in the planning meetings, and that they would like to see the terms of reference for the community amenity contribution and development cost charges project.

A Commission member noted the Community Association of Oak Bay is hosting Jane's Walks in Oak Bay May 6 and May 7, 2017.

7. Next Meeting

The next regular meeting of the APC is scheduled for Tuesday, June 6, 2017.

8. Adjournment

The meeting was adjourned at 5:45 pm.