



# Village of Cumberland

# Advisory Planning Commission

## Minutes

The meeting of the APC was held on Thursday August 13, 2020 in person at the Village of Cumberland's Council Chambers, commencing at 4:00pm.

**PRESENT:** Nick Ward, Chair  
Janet Bonaguro, Secretary

Roger Kishi  
Jaye Mathieu

**ABSENT:** Dan Griffin  
Neil Borecky

**GUESTS \ STAFF:** Karin Albert, Planner  
Proponents - 2020-04-DV 2814 Dunsmuir Avenue

- Martin Hagarty – Architect, Macdonald Hagarty Architects Ltd
- Kaeley Wiseman – Principal, Wiser Projects (online via Zoom)
- Grant Shilling - Dawn to Dawn Action on Homelessness Society

### 1. CALL TO ORDER

### 2. APPROVAL OF AGENDA

Kishi / Mathieu: THAT the agenda be approved with the addition of "New Business Items – Presentation of APC Minutes to Council".

**CARRIED**

### 3. APPROVAL OF MINUTES

Kishi / Mathieu: THAT the minutes of the meeting held July 9, 2020 be approved.

**CARRIED**

### 4. REFERRALS FROM COUNCIL

#### (a) 2020-04-DV 2814 Dunsmuir Avenue

Kishi / Bonaguro: THAT the Advisory Planning Commission receive the report "Application for an OCP Amendment and Rezoning of 3339, 3341,3345 Second Street" dated August 11, 2020.

**CARRIED**

## DISCUSSION

- Staff provided an overview of the application and staff report and the upcoming process
- Kaeley Wiseman of Wiser Projects provided an overview of Tall Tree Place Housing Project
  - Vision to provide housing in a walkable family-oriented community
  - With BC Housing funding, housing will be open to any member of the public
  - Land currently owned by VIHA, negotiating a long-term lease to operators
  - BC Housing Funding call driving the timeline
  - Housing Needs Assessment identified high need for affordable housing
  - >25% of renters are in core housing need
  - 2,3, and 4br low supply and low vacancy
- Martin Hagarty provided an overview of the planning context, site and building design
- Commission Member Discussion Topics:
  - Amenity space
    - The proposed 1br live-in caretaker suite has been removed from the original design, may not need an onsite caretaker for a project of this relatively small size
    - (residential vs. non-residential space ratio required by BC Housing has been met; therefore, there is a desire to create more amenity space and desire to indigenize that space (e.g. proposed talking circle)
    - Many of the applicants are already living in the community; this is for independent families (no support services being offered)
    - Space for the societies on the ground floor
  - Ownership and life of building
    - VIHA will remain as underlying landowner
    - 2 Societies (Dawn to Dawn and Comox Valley Transition Society) will own the building through a 60-year land lease with VIHA registered to title as leasehold owners
    - The lease agreement is under development
    - BC Housing is second on the mortgage so if either Society (leasehold owner) defaults then BC Housing takes over
    - Community Housing Fund Agreement is prescriptive in terms of the rental rates for the units
  - Affordable Housing Use
    - Village exploring the need to require a Housing Agreement registered to title in order to ensure this property is used for affordable housing in perpetuity
    - This wouldn't be to impose restrictions on BC Housing (who are experienced with affordable housing projects) – will discuss with BC Housing what is required. Village would not be setting the rental rates.

- Density
  - This project qualifies for additional density bonus as affordable housing (additional 5 units)
  - High demonstrated community need for this housing, low supply
  - The larger the project the more likely of being funded
  - Increased and unit numbers density help the viability of the project (especially at the lower rental rates – need a critical mass of higher rents in the rental rate mix of the building in order to offset the lower rental rates)
  - Townhouse design was considered but insufficient density to make the project viable
  - Other municipalities usually already have higher densities and additional bonuses, in context this is not a large/dense project. Cumberland doesn't have the scale of development here to meet the need for affordable housing through a smaller number of units (e.g. one or two) in each potential new development within the Village therefore a larger project like this has been considered for some time
  - This property has been identified/reserved by the Village for “community purpose” when the property was transitioned from the Village to VIHA decades ago.
  - Concept is that as the needs of a tenant change, they may be able to stay in the building, hence the mix and number of unit sizes and rental rates (low rents, rent-geared to income, and 90% of market rate).
- Creation of New Zone RM-4
  - There will be other buildings of this density (# units per size of lot) in the Village particularly on Dunsmuir Avenue if the already approved developments go ahead.
  - Height restrictions consistent with other multi-family zones
- Parking
  - 15 angle parking stalls proposed to be built on public land along Second street
  - Applicant expects that the parking would not be restricted to the owners of the apartment building as there is not existing parking pressure in the area
  - Considered asking VIHA for a parking agreement to utilize the parking stalls on their underutilized parking lots. VIHA's timeframe is likely too long to meet the timeframe needs of this application
  - Village staff are recommending to Council to waive the parking cash-in-lieu fee for the 15 off-site parking spots. It strengthens the proposal to BC Housing to demonstrate financial support from the municipality. The Village is not in a position to grant a property tax exemption, waiving the cash in lieu requirement is an affordable way for the Village to demonstrate support.

- Desire for marked parking to ensure orderly and maximum use of the space
- The following will be addressed as part of the Development Permit Application process
  - Fencing and privacy screening around building
  - Landscaping
  - Stormwater management
  - Off-site parking and sidewalk design, orientation and any dedicated use
  - Inclusion of a playground amenity and accessibility of that amenity
  - Form and character of the building
  - Consideration of shading
- Traffic
  - As part of Comprehensive Development Agreement (CDA) with Coal Valley Estates, a traffic circle is to be built where Cumberland Road meets Fourth Street and Kendall Avenue.
- Next Steps in the Process
  - August 27 9am – 12pm public meeting held on site
  - Village accepts comments directly (contact Karin Albert)

Bonaguro / Mathieu: THAT the APC recommend that Council give first and second reading to amend Official Community Plan Bylaw No. 990 to change the land use designation for 3339, 3341, and 3345 Second Street, legally described as Lots 3, 4, and 5, Block 32, District Lot 24, Nelson District, Plan 3268, from Residential Infill to Multi-Family, and to change the Development Permit Area for those same properties from DPA#6 – Residential Infill to DPA#7 – Multi-Family.

**CARRIED**

Kishi / Mathieu: THAT the APC recommend that due to the fact that the applicant will be required to install 15 stall parking and sidewalk that Council waive the parking in lieu.

**CARRIED**

Bonaguro / Kishi: THAT the APC recommend that Council give first and second reading to amend the Village of Cumberland Zoning Bylaw No. 1027 to change the zone for 3339, 3341, and 3345 Second Street, legally described as Lots 3, 4, and 5, Block 32, District Lot 24, Nelson District, Plan 3268, from R1A- Residential Infill to RM-4 – Residential Multi-Family.

**CARRIED**

- 5. OLD BUSINESS**  
None

**6. NEW BUSINESS**

Presentation of APC Minutes to Council

- Discussion regarding timing of approval of APC Meeting Minutes in order to provide Council with the full meeting minutes including discussion items to better inform Council decisions. Staff include APC recommendation into their Council report but the minutes are not available until a later meeting.
- Staff typically edit their staff reports after the APC meeting to reflect the discussions at the meeting and before the next Council meeting. Staff can also report on APC discussions verbally at the next Council meeting since APC minutes won't have been approved yet.
- If Council would like the APC Meeting Minutes earlier (or in draft) to inform the Council meeting, the APC is open to this. Council would need to make a change to the Council Procedures bylaw (this would impact other committees as well).

**7. NEXT MEETING**

Thursday, September 17, 2020 at 4:00pm (pending any referrals from Council). Moved from September 10 due to staff and APC availability.

**8. TERMINATION:**

Bonaguro: THAT the meeting terminate.

Time: 6:12pm

Certified Correct:  _____	Confirmed:  _____
Chair	Deputy Corporate Officer