



City of Prince Rupert

AGENDA

For the **REGULAR MEETING** of Council to be held on March 22, 2021 at 7:00 pm in the Council Chambers of City Hall, 424 - 3rd Avenue West, Prince Rupert, B.C.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Recommendation:

THAT the Agenda for the Regular Council Meeting of March 22, 2021 be adopted as presented.

3. MINUTES

a) Recommendation:

THAT the Minutes of the Special Council Meeting of March 8, 2021 be adopted.
(attached)

b) Recommendation:

THAT the Minutes of the Regular Council Meeting of March 8, 2021 be adopted.
(attached)

4. PETITIONS & DELEGATIONS

- a) Chief Financial Officer, City of Prince Rupert – Re: Opportunity for Public to Comment on the 2020 Budget.

5. REPORTS & RESOLUTIONS

- a) Verbal Report from IPlan Ltd. – Re: TUP-21-01

- b) Verbal Report from IPlan Ltd. – Re: DVP-21-04

- c) Report from IPlan Ltd. – Re: DVP-20-25 for 250 Parker Drive
(attached)

- d) Report from IPlan Ltd. – Re: DVP-21-06 for 608 – 6th Avenue East
(attached)

- e) Report from IPlan Ltd. – Re: TUP-21-02
(attached)

- f) Report from the Director of Operations – Re: FCM Grant
(attached)

6. BYLAWS

a) Report from Planning Re: Zoning Bylaw Amendments and Public Engagement
(attached)

7. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

8. ADJOURNMENT



City of Prince Rupert

MINUTES

For the **SPECIAL MEETING** of Council held on March 8, 2021 at 5:00 p.m. in the Council Chambers of City Hall, 424 - 3rd Avenue West, Prince Rupert, B.C.

PRESENT: Mayor L. Brain
Councillor B. Cunningham
Councillor W. Niesh
Councillor N. Adey
Councillor G. Randhawa
Councillor R. Skelton-Morven
Councillor B. Mirau

STAFF: R. Long, City Manager
C. Bomben, Chief Financial Officer
R. Miller, Corporate Administrator

1. CALL TO ORDER

The Mayor called the Special Meeting of Council to order at 5:00 p.m.

2. RESOLUTION TO EXCLUDE THE PUBLIC

MOVED by Councillor Randhawa and seconded by Councillor Niesh that the meeting be closed to the public under Section 90 of the Community Charter to consider items relating to one or more of the following:

- 90.1 (c) labour relations or other employee relations;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE ADMINISTRATOR



City of Prince Rupert

MINUTES

For the **REGULAR MEETING** of Council held on March 8, 2021 at 7:00 pm in the Council Chambers of City Hall, 424 - 3rd Avenue West, Prince Rupert, B.C.

PRESENT: Mayor L. Brain
Councillor W. Niesh
Councillor G. Randhawa
Councillor B. Cunningham
Councillor N. Adey
Councillor R. Skelton-Morven
Councillor B. Mirau

STAFF: R. Long, City Manager
C. Bomben, Chief Financial Officer
R. Miller, Corporate Administrator
R. Buchan, iPlan Ltd. (planning consultant)
C. Buchan, IPlan Ltd. (planning consultant)

1. CALL TO ORDER

The Mayor called the Regular Meeting of Council to order at 7:02 p.m.

2. ADOPTION OF AGENDA

MOVED by Councillor Randhawa and seconded by Councillor Skelton-Morven that the Agenda for the Regular Council Meeting of March 8, 2021 be adopted as presented and amended removing item 5(c).

CARRIED

3. MINUTES

a) MOVED by Councillor Skelton-Morven and seconded by Councillor Adey that the minutes of the Special Council meeting of February 8, 2021, be adopted.

CARRIED

- b) MOVED by Councillor Randhawa and seconded by Councillor Niesh that the minutes of the Regular Council meeting of March 8, 2021, be adopted.

CARRIED

4. PETITIONS & DELEGATIONS

Chief Financial Officer, City of Prince Rupert – Re: 2021 Budget Presentation

5. RESOLUTIONS

a) Verbal Report from IPlan Ltd. – DVP-21-02 for 1144 7th Avenue East

MOVED by Councillor Skelton-Morven and seconded by Councillor Randhawa THAT Council deny Development Variance DVP-21-02 for 1144 7th Avenue East.

b) Report from Planning – Re: DVP-21-04 (1424 – 8th Avenue East).

MOVED by Councillor Niesh and seconded by Councillor Mirau THAT Council approve Development Variance DVP-21-04 for 1424 – 8th Avenue East move to Public Notification.

CARRIED

c) Report from the Chief Financial Officer – Re: 2021 Budget Presentation

MOVED by Councillor Randhawa and seconded by Councillor Cunningham THAT Council receive this report for information purposes and delay any direction to Staff until after public consultation and final BC Assessment values are received.

CARRIED

d) Report from the Corporate Administrator – Re: Resolution from Closed Meeting

MOVED by Mayor Brain and seconded by Councillor Cunningham THAT Council review the applicants for the Prince Rupert Library Board and make appointments of Chelsea Keays and Chris Armstrong; and,

THAT Council release the resolution at a future regular meeting of Council.

CARRIED

e) Report from the Corporate Administrator – Re: Resolution from Closed Meeting

MOVED by Councillor Adey and seconded by Councillor Cunningham
THAT Council review the applicants for the Performing Arts Centre Society (“PAC”) and make appointments of Alison O’Toole and Margaret Cavin; and,

THAT Council release the resolution at a future regular meeting of Council.

CARRIED

6. CORRESPONDENCE

a) Request for Support – Re: Northern First Nations Alliance Detox Centre (Northwest Region)

MOVED by Councillor Skelton-Morven and seconded by Councillor Cunningham
THAT Council provide a letter of support as requested.

CARRIED

7. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

8. ADJOURNMENT

MOVED by Councillor Cunningham and seconded by Councillor Skelton-Morven that the meeting be adjourned at 8:13p.m.

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE ADMINISTRATOR

CITY OF PRINCE RUPERT
REPORT TO COUNCIL

DATE: March 22nd, 2021
TO: Robert Long, City Manager
FROM: Chris Buchan, iPlan
SUBJECT: Application for Development Variance Permit: 250 Parker Drive

RECOMMENDATION:

The proposed Development Variance Permit (DVP #20-25) is recommended to proceed with the statutory public notification process.

REASON FOR REPORT:

An application was received for a Development Variance Permit for the property located at 250 Parker Drive. The application is to vary the City of Prince Rupert Zoning Bylaw, Section 5.2.3 (a): Principal Building Height from the maximum 9.0 m to 10.46 m.

The Building Plans are included as Attachment #1.

BACKGROUND and ANALYSIS:

The location of the subject property is illustrated on the context map, included as Attachment #2.

The property is located within an R2 Zone. The maximum permitted height for a principal building is 9.0 meters. The proposed variance is a minor height increase by 1.46 meters. There are residential dwellings neighbouring this property. This proposal includes a secondary suite in the basement floor plan. Secondary suites are not permitted in the current Zoning Bylaw; however, the draft Zoning Bylaw will allow this accessory use. It is worth noting that the City has received letters from the neighbours that state concern with the proposed height variance, one of which is from a directly adjacent property. In brief, neighbours were concerned about the disruption to the character of the neighborhood, the loss of views to the mountains, and the proposed building density. Given these concerns, Council could deny this application. Alternatively, Council could proceed this application to public notification where the neighbours will have the opportunity to provide more feedback.

COST and BUDGET IMPACT:

There are no costs or budget impact to the City from granting, or not granting the variance.

CONCLUSION:

The proposed variance is recommended to proceed to public notification for the neighbour's input.

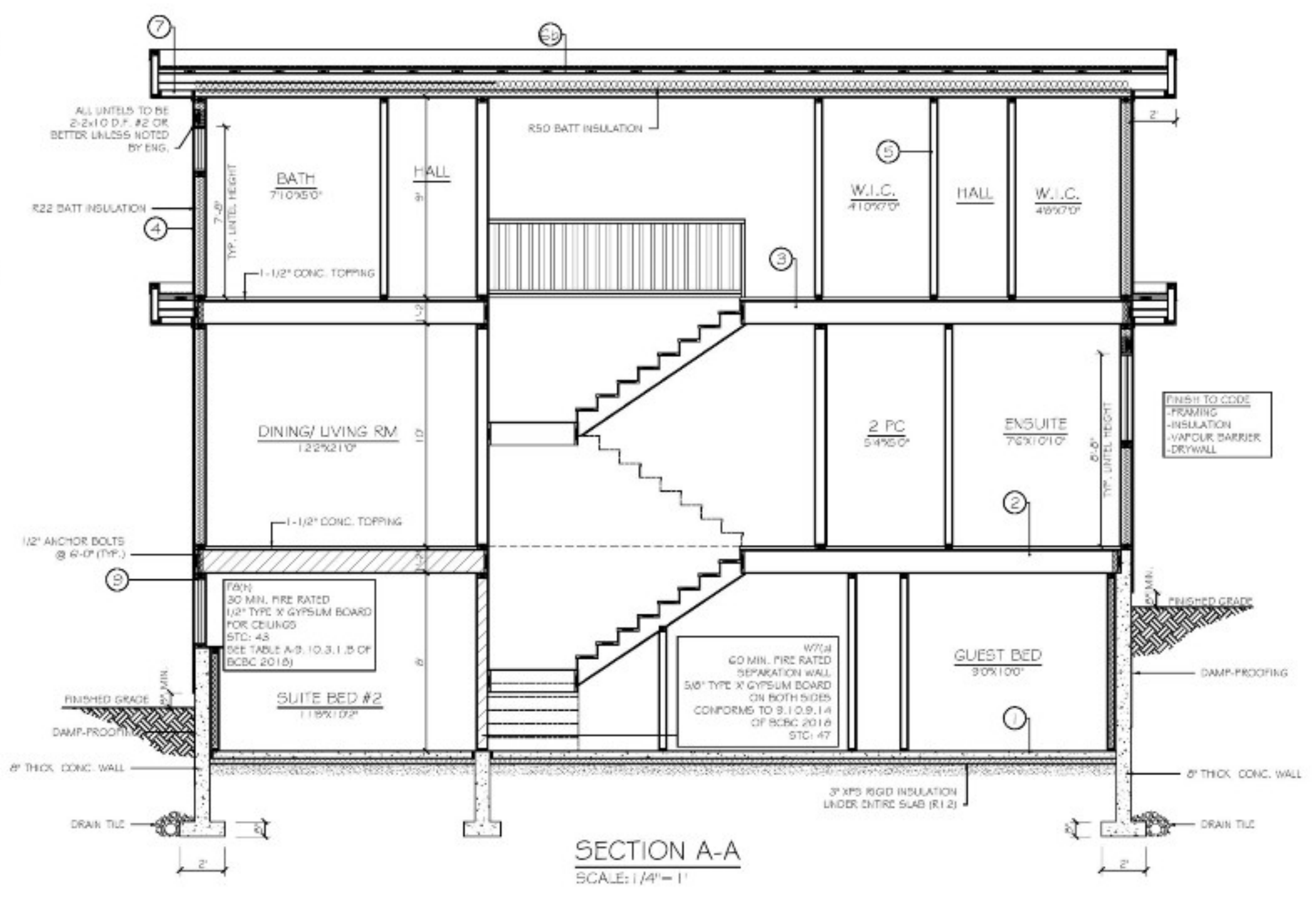
Report Prepared By:
Chris Buchan,
iPlan

Report Reviewed By:
Robert Buchan,
iPlan

Attachment(s):

1. Building Plan
2. Site Plan

Schedule 1: Building Plan



TOORA HOME PLANS

TEL: (604) - 951 - 4343
FAX: (604) - 951 - 4373
EMAIL: toorahomes@gmail.com

ADDRESS:
12968- 107 AVENUE
SURREY, B.C. V3T 2E9

CLIMATE ZONE 4

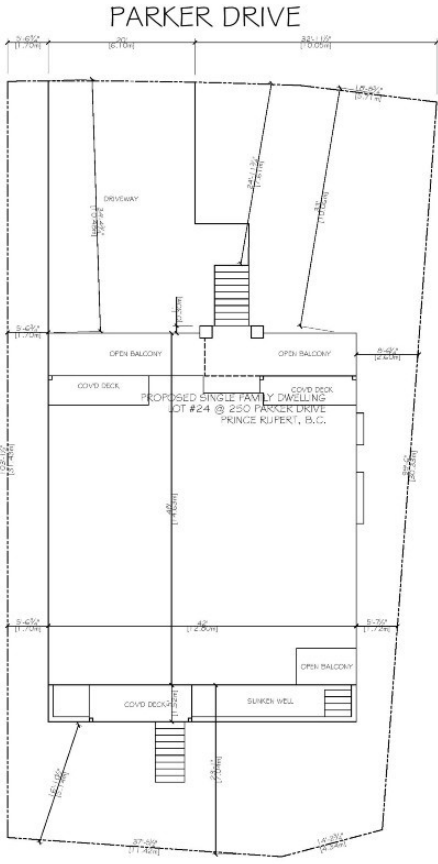
THESE PLANS CONFORM TO REQUIREMENTS
IN THE B.C. BUILDING CODE 2018.

PROPOSED SINGLE FAMILY
DWELLING
LOT #24 @ 250 PARKER DRIVE
PRINCE RUPERT, B.C.

TITLE	ELEVATIONS
SCALE	1/4" = 1'
DATE	NOV2020
DESIGNER	RAJ TOORA
DRAFTER	

A5

Schedule 2: Site Plan



SITE PLAN
SCALE: 1/8" = 1'

R.P. ZONING		58R/0.75 FT. (B27-0)
LOT AREA	PERMITTED	PROPOSED
COVERED AREA (SQM)	2041 SQ. FT.	2041 SQ. FT.
FLOOR AREA RATIO	ESCAL. SQ. FT.	1717 SQ. FT.
MAX. FLOOR AREA		1717 SQ. FT.
UPPER FLOOR AREA		484 SQ. FT.
GARAGE AREA		484 SQ. FT.
BASEMENT AREA		484 SQ. FT.
SPACES		
FRONT YARD	3.5m	4.75m
RIGHT SIDE	1.2m	1.20m
LEFT SIDE	1.2m	1.20m
REAR YARD	3.0m	3.90m
DECK AREA		
FRONT COVERED DECK AREA		41 SQ. FT.
TOTAL COVERED DECK AREA		41 SQ. FT.

CONSTRUCTION SPECIFICATIONS	
1	CEILING SLAB 4" POLYMER BEAD #560 MELDED WIRE MESH #2 GAL. POLY VAPOR BARRIER #2 MIN. COMPACTED SAND (R.F.)
2	MAIN FLOOR 1" 2" CONC. TOPPING 3-8" 1X6 PLYWOOD SUBFLOOR GILLED & SCREWED 1" 1" TRIP TILES @ 12" OC (B.U.D.) #22 CROSS BRIDGING @ 7" OC MAX. 1" 2" G.W.S.
3	UPPER FLOOR 1" 2" CONC. TOPPING 3-8" 1X6 PLYWOOD SUBFLOOR GILLED & SCREWED 1" 1" TRIP TILES @ 12" OC (B.U.D.) #22 CROSS BRIDGING @ 7" OC MAX. 1" 2" G.W.S.
4	EXTERIOR WALLS #22 G.S. STUDS @ 16" OC (B.U.D.) 2 LAYERS 30 MIL BUILDING PAPER 3/4" AIR GAP #16 GALVANIZED METAL FLASHING 1" 2" EXT. GRADE POLYWOOD SHEATHING 2"X6 STUDS @ 12" OC (B.U.D.) #22 BATT INSULATION #5 GAL. POLY VAPOR BARRIER 1" 2" G.W.S.
5	INTERIOR PARTITIONS 1" 2" G.S. STUDS @ 16" OC (B.U.D.) #24 STUDS @ 16" OC (B.U.D.)
6a	TRUSS ROOF #24 LATENT STRINGS BUILDING PAPER 3-8" 1X6 PLYWOOD SHEATHING #16 GALVANIZED TRUSSES @ 24" OC (SEE TRUSS LAYOUT) #50 BATT INSULATION #5 GAL. POLY VAPOR BARRIER 3" 2" G.W.S.
6b	FLAT ROOF #24 LATENT STRINGS BUILDING PAPER 3-8" 1X6 PLYWOOD SHEATHING #16 GALVANIZED TRUSSES @ 24" OC (SEE TRUSS LAYOUT) #50 BATT INSULATION #5 GAL. POLY VAPOR BARRIER 3" 2" G.W.S.
7	CEILING #24 LATENT STRINGS #110 FASCEA BOARD 24" BUCK WALKER METAL SOFFIT WITH 2" CONT. SCREEN VENT
8	ATTIC VENTILATION 2" SQUARE CORRUGATE WITH INSULATION STOPS
9	FOUNDATION SEE FOUNDATION DETAIL

- NOTES**
- WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS.
 - CONTRACTOR SHALL VERIFY ALL ON-SITE CONDITIONS PRIOR TO THE COMMENCEMENT OF WORK.
 - ALL WORK SHALL CONFORM TO THE REQUIREMENT OF THE BRITISH COLUMBIA BUILDING CODE, 2018 EDITION.
 - ALL CONCRETE WORK SHALL CONFORM TO THE REQUIREMENT OF CSA 3A21-11 LATENT SIDING.
 - CONCRETE STRENGTH AT 28 DAYS, MIN. 15 MPa, AND 20 MPa FOR FLOORS, AND 32 MPa FOR GARAGE SLABS.
 - ALL FRAMING AND NAILING SHALL CONFORM TO B.C.B.C. PART 9 AND DESIGN TO CSA LATEST EDITION.
 - ALL FRAMING LUMBER SHALL BE DRY LUGS R14 OR BETTER.
 - WOOD TRUSSES SHALL BE DESIGNED AND SEALED BY P. ENG. REGISTERED IN B.C.
 - ALL PLYWOOD SHALL BE DOUGLAS FIR AND CONFORM TO CSA O121 LATEST EDITION.
 - ALL IRONWORK, DOORS AND SIGHTS AND THEIR INSTALLATION SHALL COMPLY WITH NEW HABS STANDARDS AND SPECIFICATIONS (B.7.4 B.C.B.C. 2018 EDITION).
 - THE OWNER IS TO BE ENTIRELY RESPONSIBLE FOR ALL STRUCTURAL ENGINEERING REQUIREMENTS.
 - ALL DIMENSIONS ARE TO BE CHECKED ON-SITE BEFORE ANY WORK COMMENCES.
 - PROTECTIVE GRATE ENCLOSURE CONFORMING TO 9.9.10.1 (3) TO BE INSTALLED OVER WINDOW HEADS.
 - WINDOW SEAT MUST BE RAISED AT LEAST 0.5m OFF FLOOR.

TOORA HOME PLANS

TEL: (604) - 951 - 4343 ADDRESS: 12962 - 107 AVENUE
 FAX: (604) - 951 - 4373 SURREY, B.C. V3T 2E9
 EMAIL: toorahomes@gmail.com

COMPLIANCE PATH CHOSEN:
 DESCRIPTIVE METHOD AS PER SECTION 9.36.2-9.36.4 of BCBC

HEATING:
 IN-FLOOR RADIANT HEAT SYSTEM WITH HRV
 (PASSIVE AIR INLET FOR SECONDARY SUITE)

CLIMATE ZONE 4

THESE PLANS CONFORM TO REQUIREMENTS IN THE B.C. BUILDING CODE 2018.

PROPOSED SINGLE FAMILY DWELLING

LOT #24 @ 250 PARKER DRIVE

FRINCE RUPERT, B.C.

TITLE	SITE PLAN	AI
SCALE	1/8" = 1'	
DATE	NOV/2020	
DESIGNER	RAJ TOORA	
DRAFTER		

CITY OF PRINCE RUPERT
REPORT TO COUNCIL

DATE: March 22nd, 2021
TO: Robert Long, City Manager
FROM: Chris Buchan, iPlan
SUBJECT: Development Variance Permit #21-06

RECOMMENDATION:

THAT Council proceeds with the statutory notification process for Development Variance Permit Application (DVP) #21-06.

REASON FOR REPORT:

On February 25th, 2021 an application was received for a Development Variance Permit for the property located at 608 6th Avenue East.

The application is a variance to the City of Prince Rupert Zoning Bylaw, Section 5.2.4 (a) for a proposed front property line setback of 1.2 meters and Section 5.2.4 (c) for a proposed side property line setback of 0.6 meters. The current front lot line setback for an R2 Zone is 3.6 meters and the current side yard setback for an R2 zone is 1.2 meters.

The site plan is included as Attachment #1.

BACKGROUND and ANALYSIS:

The proposed setback variance is for a storage shed located in the front of the property that is zoned R2. Residential properties neighbour this lot on either side. The neighbourhood will have the opportunity to provide feedback during the notification process.

The Draft Development Variance Permit is included as Attachment #2.

COST and BUDGET IMPACT:

There are no costs or budget impact to the City from granting, or not granting the variance.

CONCLUSION:

The applicant is asking for front lot line and side lot line variances for a proposed storage shed. It is recommended that Council proceeds with the statutory public notification to allow the opportunity for feedback.

Report Prepared By:
Chris Buchan,
iPlan

Report Reviewed By:
Robert Buchan,
iPlan

Attachment(s):

1. Site Plan
2. Draft Development Variance Permit

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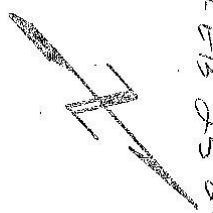
SURVEY CERTIFICATE COVERING LOT 3, BIK 20, SEC. 6, DL 251, RS, CO. PLAN 923

THE DIMENSIONS SHOWN ON THIS CERTIFICATE ARE NOT TO BE USED TO DEFINE BOUNDARIES.

Scale: 1" = 20'

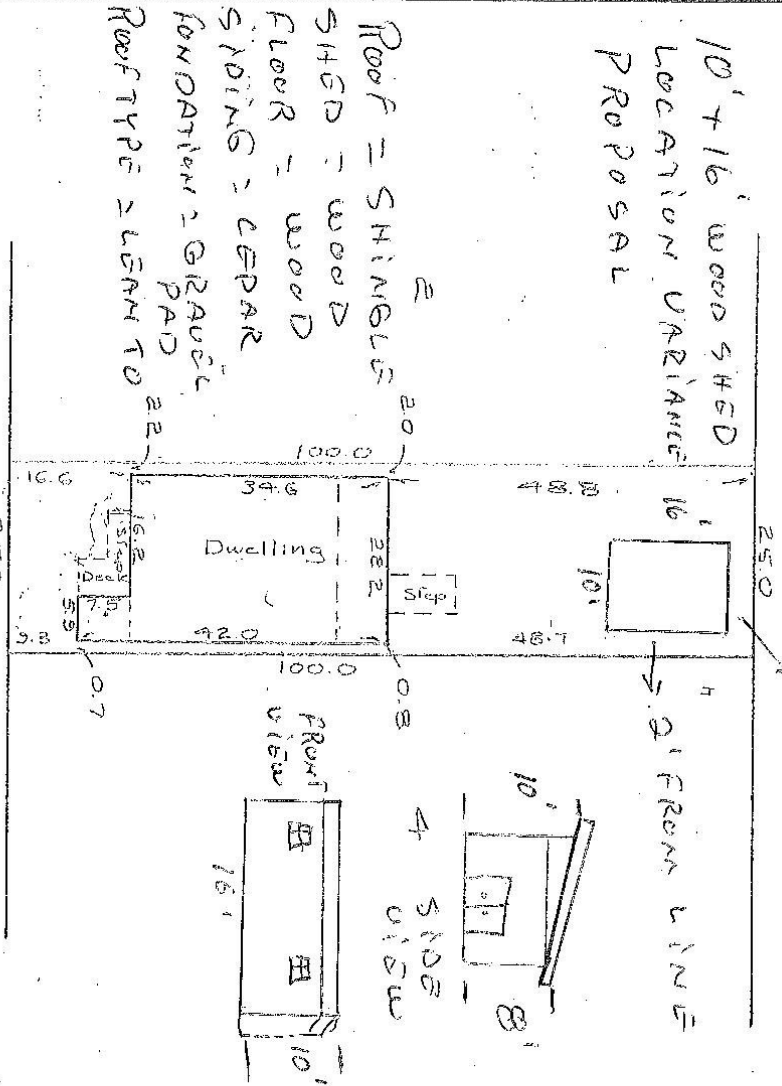
PIERRE RATTÉ
608 - STAVE EAST
PRINCE - RUPERT
250 - 637 - 6533

FEB 25 2021



6TH AVE. E
608

10' + 16' WOOD SHED
LOCATION VARIANCE
PROPOSAL



Roof = SHINGLES
SHED = WOOD
FLOOR = WOOD
SIDING = CEPAR
FOUNDATION = GRAVEL
PAID
Roof TYPE = LEAN TO E

LANE

Schedule 1: Site Plan

CERTIFIED CORRECT
according to Land Registry Plan
and survey evidence as shown

Dated this 14th day of June, 1980

[Signature]

B.C.L.S.

MACELHANNAY ASSOCIATES
205, 4630 LA ZELLE AVENUE
TERRACE, B.C.
V4G 1S6

FILE 43512-3

M. S. S. S. S.



DRAFT PERMIT

Development Variance Permit #21-06

PERMITTEE: Pierre Ratte
608 8th Avenue East, Prince Rupert, British Columbia

1. This Development Variance Permit is issued subject to compliance with all of the bylaws of the City of Prince Rupert applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Variance Permit applies to and only to those lands within the City of Prince Rupert described below, and any and all buildings, structures, and other development thereon:

Legal Description:

Lot 3, Block 20, Section 6, Range 5, Plan PRP 923

Civic Address:

608 8th Avenue East, Prince Rupert, British Columbia

3. The City of Prince Rupert Zoning Bylaw #3286, 2009 is varied as follows:
 - Relaxing the Zoning Bylaw Section 5.2.4 (a): Front property line setback from 3.6 meters to 1.2 meters;
 - Relaxing the Zoning Bylaw Section 5.2.4 (c): Side property line setback from 1.2 meters to 0.6 meters.
4. If the Permittee does not substantially commence the development permitted by this Permit within 24 months of the date of this Permit, the Permit shall lapse and be of no further force and effect.
5. This Permit is **NOT** a building permit, Sign Permit, or subdivision approval

ISSUED ON THIS DAY OF _____

Rosamaria Miller
Corporate Administrator

Schedule:

1. Site Plan

CITY OF PRINCE RUPERT

REPORT TO COUNCIL

DATE: March 22nd, 2021
TO: Dr. Robert Long
FROM: Chris Buchan, Assistant Planner
SUBJECT: **Temporary Use Permit Application: TUP 21-02**

RECOMMENDATION:

The proposed Temporary Use Permit (TUP #21-02) is recommended to proceed with the statutory public notification process.

REASON FOR REPORT:

Ecotrust Canada is proposing to operate a temporary urban agriculture use in the Downtown Core. This use is not permitted in the current or proposed Zoning Bylaw; however, the 2030 Vision and the draft OCP support this type of use.

BACKGROUND AND ANALYSIS:

The vacant property zoned as C3 is located inside of the City Core at 225/227 2nd Avenue West, (Lot 1, Block 19, Section 1, District Lot 251, Range 5, Coast District Plan 293). The Applicant has proposed to construct the temporary (removable) structures such as:

- A greenhouse;
- Garden planters;
- Fencing around the site;
- A compost bin;
- A covered deck; and
- A toolshed.

This proposal is not anticipated to disrupt the neighbourhood. This proposed use has been supported by many residents during the Rupert Talks OCP and Zoning Bylaw engagement. This may be a good example to the public and the City of Prince Rupert that urban agriculture can be a permitted use in the draft Zoning Bylaw #3462. It is recommended that Council proceed to the statutory public notification period.

The Site Map is included as attachment #1

COST

There are no costs or budget impacts to the City from granting, or not granting the temporary use permit.

CONCLUSION

This temporary use permit application is recommended to proceed to public notification. Affected property owners will have the opportunity to express their views on the application when Council considers the permit.

Submitted By:	Chris Buchan, Assistant Planner	Date: March 22 nd , 2021
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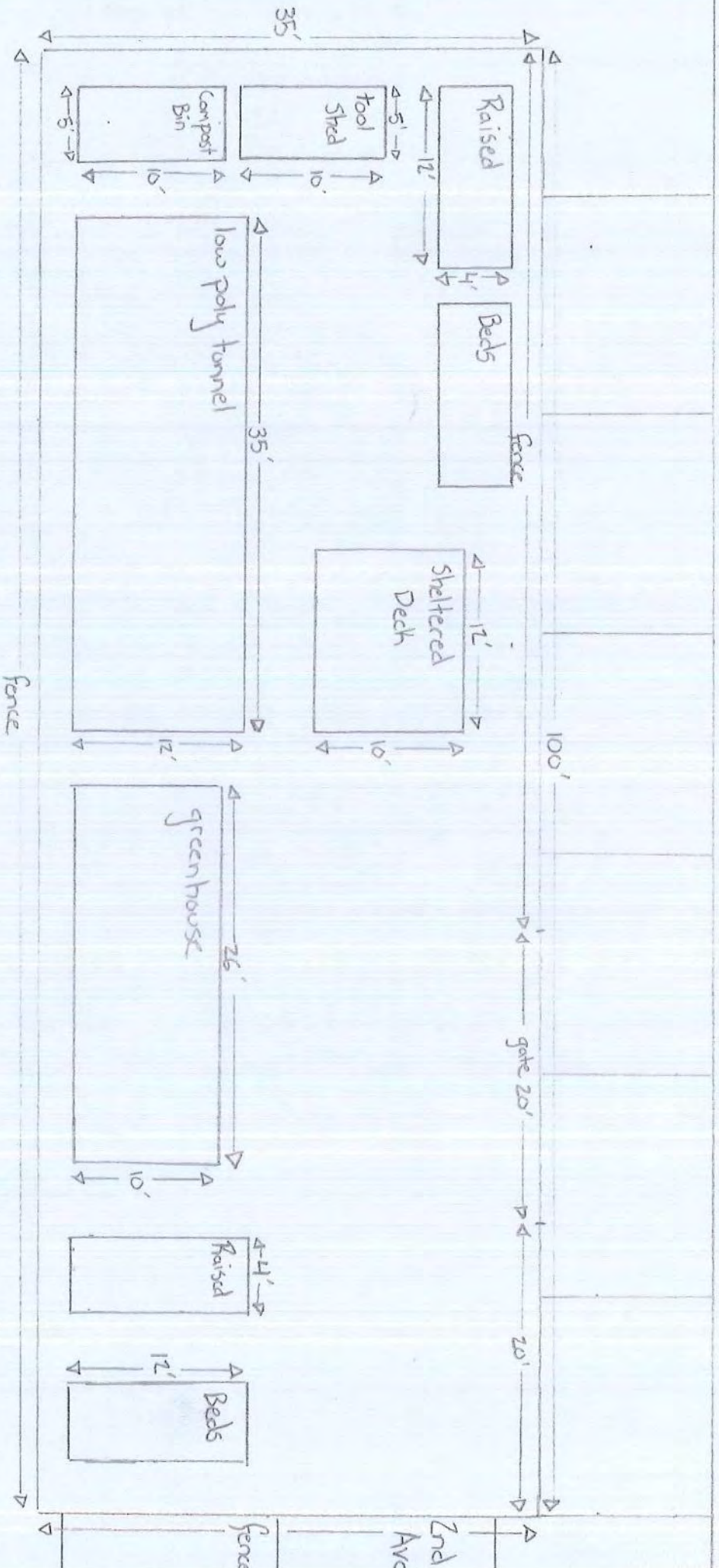
APPENDICIES

Schedule 1: Site Map

Schedule 2: Draft TUP

Schedule 1: Site Map

2nd St.



Signature: *[Handwritten Signature]*
 Date: March 15 2021

Structure Height:
 Fence: 8'
 low poly tunnel: 8'

Depth: 10'
 greenhouse: 8'
 tool shed: 15'

Drawing Title:
 Kaizen Island
 Urban Farm

Project:
 Northwest Food
 Systems Initiative

Drawing Number:
 A1

Scale:
 1:120



DRAFT TEMPORARY USE PERMIT

TEMPORARY USE PERMIT #21-02

FILE NO: TUP 21-02

DATE OF ISSUANCE BY COUNCIL RESOLUTION: (Date)

PERMITTEE: Metlakatla Development Corporation

APPLICANT: Ecotrust Canada

CIVIC ADDRESS: 225/277 2nd Avenue West, Prince Rupert, British Columbia

SUBJECT PROPERTY: Lot 1, Block 19, Section 1, District Lot 251, Range 5, Coast District Plan 293

-
1. This Temporary Use Permit is issued subject to compliance with all of the bylaws of the City of Prince Rupert applicable to this permit.
 2. This Temporary Use Permit applies to the lands and use thereof (hereinafter call the Lands) as noted in *Schedule 1 – Site Map* forming part of this Temporary Use Permit:

Civic Address

225/277 2nd Avenue West, Prince Rupert, British Columbia

Legal Description:

Lot 1, Block 19, Section 1, District Lot 251, Range 5, Coast District Plan 293

3. Pursuant to Section 8 in Part 14 of the *Local Government Act*, this permit authorizes the operation of an “Urban Agriculture” use with a temporary greenhouse, garden planters, storage shed, and covered deck on a temporary basis of up to three years.

THE CITY OF PRINCE RUPERT
By its authorized signatory(ies)

Rosamaria Miller
Corporate Administrator

Date Signed

CITY OF PRINCE RUPERT

REPORT TO COUNCIL

DATE: March 22nd, 2021

TO: Robert Long, City Manager

FROM: Richard Pucci, Director of Operations

SUBJECT: **FEDERATION OF CANADIAN MUNICIPALITIES – APPLICATION**

RECOMMENDATION:

THAT Mayor and Council pass a Resolution to support staff applying for the following grant application:

- **FCM Grant Application – Innovative Wastewater Solution (GMF Stream)**

REASON FOR REPORT:

To minimize the impact on local taxpayers, the Operations Department proposes the City apply for grant money from the **Federation of Canadian Municipalities (FCM)** under the **Green Municipal Fund (GMF)** stream to help complete a Pilot Project for innovative wastewater solutions for our liquid waste.

BACKGROUND:

The FCM has launched the GMF stream, a fund for approved "green" and "innovative" capital projects. The City is researching the ability to treat our community's liquid waste through an organically based wetland system.

COSTS & BUDGET IMPLICATIONS:

The capital cost for this Pilot Project is estimated between 2 and 3 million dollars. This grant would contribute up to 5 hundred thousand dollars towards the capital cost, with the City responsible for the remainder.

CONCLUSION:

Faced with the need to develop liquid waste treatment for the community, the City will significantly benefit from this grant to explore green and innovative options.

Report Prepared By:

Report Reviewed By:

Richard Pucci,
Director of Operations

Robert Long,
City Manager

THE CITY OF PRINCE RUPERT REPORT TO COUNCIL

DATE: March 22nd, 2021
TO: Dr. Robert Long, City Manager
FROM: Chris Buchan, Assistant Planner
SUBJECT: Report on the Amendments to the Draft Zoning Bylaw and the Zoning Bylaw Public Engagement.

RECOMMENDATION:

It is recommended THAT:

- 1) Council amend the Zoning Bylaw #3462 to include the recommended changes in this report; and
- 2) Council consider the public engagement feedback and proceed to the Public Hearing for the OCP and Zoning Bylaw.

REASON FOR REPORT:

Amendments to the draft Zoning Bylaw #3462 are proposed as follows:

- 1) To accommodate a new Special Care Residential Zone for a proposed Transition Housing use; and,
- 2) To include Distilleries into “Section 3.15.0: Retail Liquor Sales” list of exemptions.

It is also recommended that Council review the draft Zoning Bylaw policy on “Retail Liquor Sales” with the Zoning Amendment Bylaw #3398 to determine if any changes are required.

The public engagement for the draft Zoning Bylaw ended on March 17th, 2021. A thematic analysis on this feedback was used to identify major themes. All responses that only represent a single respondent are not included in this report, except for the respondents who expressed opposition.

ZONING BYLAW CHANGES:

A proposed “Transitional Housing” project is in process of being prepared for land zoned C3 located at 1080 3rd Ave West; however, land use is not currently permitted in a C3 Zone. This is a use only permitted in the RS Zone. Furthermore, the proposed density, height, and setbacks do not meet Special Care Residential Zone (RS) requirements. The project would revitalize the current “Raffles Inn” and provide 92 transitional housing units for the community. A new Zone (RS2) is proposed to be implemented on this site to accommodate for the proposed use and density. The proposed RS2 Zone is included as Attachment #1.

The Zoning Amendment Bylaw #3398, 2016 restricted the retail sales of liquor to not occur within one kilometer of another establishment. The draft Zoning Bylaw introduced exemptions to the retail sales of liquor in November of 2020. These exemptions would allow for the retail sales of liquor within pubs, restaurants, and grocery stores. It is proposed to add distilleries into this list of exemptions. Council may recall supporting the addition of a Distillery with retail sales in the C5 Zone.

It is noted that Council's direction in 2016 was to directly restrict the retail sales of liquor within grocery stores. With this in mind, Council may either consider removing some exemptions, or consider keeping these exemptions in place.

ZONING BYLAW PUBLIC ENGAGEMENT:

The draft Zoning Bylaw Public Engagement was available on the "Rupert Talks" engagement website from February 22nd to March 17th. This engagement was advertised in the Northern View, the City's website, and social media. The engagement was primarily online due to the global pandemic and Covid 19's severe impact to the local community. Members of the public were also provided the chance to go to City Hall for information/comment instead of participating online.

In total, 409 people viewed the website, 198 participated in the survey, and 87 of the participants asked questions in regard to proposed materials. Overall, the participants supported the proposed new Zoning Bylaw. Panel 10 "*Expanding Industrial Areas near Ridley Island & the Highway*" received mixed support; however, some participants stated that they would like to see more information and rationale. A detail of the public input is included as attachment #2 and a summary of the engagement is provided in this report.

The public engagement consisted of a link to the draft Zoning Bylaw, a public survey which consisted of 12 "Storyboards" which provided information and visuals on the proposed changes with the opportunity for the public to make comments, and a public question page. The website also included a video explaining the changes the draft Zoning Bylaw has proposed.

Some general, non-zoning, question and answers are as follows:

- Question: Do if these new regulations impact existing uses?
Answer: Legal existing uses are not impacted by these changes.
- Question: Why don't the proposed off-street parking standards address on-street parking?
Answer: A Zoning Bylaw does not have the authority to regulate street parking. This is done through a Street's and Roads Bylaw.
- Question: Why doesn't the proposed Zoning Bylaw protect historical sites?
Answer: This is not handled through a Zoning Bylaw, other legislation can apply such as the Heritage Act. Question: Isn't three years too long for a Temporary Use Permit to allow shipping containers on residential properties?

Answer: The Local Government Act allows the term of three years; however, Council is provided the ability to dictate how long the TUP term may be.

- Question: Shouldn't the City incentivize all new housing?

Answer: The Zoning Bylaw is not authorized to set tax exemptions. Measures have already been established in the Downtown Core to exempt the non-market increase as a result of new developments or exterior renovations.

A summary of the common themes expressed by public for each topic is as follows:

Panel 1: Summary of Storyboards:

This slide provided a brief summary of the topics that are introduced in this survey. In total, there were 32 participants who provided comment:

- 31% of the respondents (10) support the proposed overview of changes to the Bylaw;
- 19% of the respondents (6) stated that the City should increase Bylaw Enforcement; and
- 3% of the respondents (1) stated a opposition to the proposed overview of changes to the Bylaw.

Panel 2: Home occupations

This slide provided a summary of the major changes and rational for the proposed Home Occupations regulations. In total, there were 37 participants who provided comment:

- 49% of the respondents (18) support the proposed changes;
- 5% of the respondents (2) stated that "Urban Agriculture" should be included as a permitted home occupation; and
- 3% of the respondents (1) stated an opposition to the proposed changes.

Panel 3: Parking Standards

This slide provided a summary of the proposed Off-Street parking regulations. Rational was provided for the overall decrease in standards. In total, there were 32 participants who provided comment:

- 31% of the respondents (10) support the proposed changes;
- 22% of the respondents (7) stated that the City should focus on increasing the alternative transportation infrastructure and opportunities;
- 19% of the respondents (6) stated that they would like to see an increase in **On-Street** parking standards; however, this is not addressed in a Zoning Bylaw; and
- 6% of the respondents (2) stated that the proposed standards were unreasonable; however, it's worth noting that most standards were proposed to decrease.

Panel 4: Secondary Suites

This slide provided a summary of the proposed Secondary Suite regulations. In total, there were 42 participants who provided comment:

- 40% of the respondents (17) support the proposed regulations;
- 7% of the respondents (3) would like to see duplex's permitted to allow for a secondary suites. Currently only a single family dwelling is proposed to allow for a secondary suite;
- 5% of the respondents (2) want to see improved sidewalks for residential neighbourhoods;
- 5% of the respondents (2) do not want a parking standard for secondary suites; and
- 2% of the respondents (1) are in opposition to the proposed policy.

Panel 5: Outdoor Equipment and Vehicle Storage

This slide provided a summary of the proposed regulations to restrict exterior derelict vehicle storage and the regulation of the number of recreational vehicles stored on driveways. In total, there were 56 participants who provided comment:

- 59% of the respondents (33) support the proposed regulations;
- 11% of the respondents (6) stated that they want the regulations on recreational vehicle storage to permit both a RV and boat on a driveway; and
- 11% of the respondents (6) were in opposition to the proposed policy

Panel 6: Short Term Rental Accommodations

This slide provided a summary of the proposed short term rental regulations. In total, there were 39 participants who provided comment:

- 46% of the respondents (18) support the proposed regulations;
- 15% of the respondents (6) were in opposition to the proposed regulations; and
- 8% of the respondents (3) want an increase in the parking regulations for a Bed and Breakfast use.

Panel 7: Shipping Containers

This slide provided a summary of the proposed shipping container regulations. This introduced the option for a Temporary Use Permit that a resident may apply for to allow this as a temporary permitted use in a residential zone. In total, there were 44 participants who provided comment:

- 27% of the respondents (12) support the proposed policy;
- 25% of the respondents (11) want the City to permit the use of shipping containers as a form of housing;
- 20% of the respondents (9) stated that a three year term is too long for a temporary use permit; and
- 14% of the respondents (6) were in opposition to allowing shipping containers in a residential zone.

Panel 8: Student Housing

This slide provided a summary of Student Housing as a proposed permitted use in C2 zones. In total, there were 34 participants who provided comment:

- 85% of the respondents (29) support this policy;
- 21% of the respondents (7) were concerned with how this type of housing will be managed; and
- 9% of the respondents (3) were in opposition to this proposed policy.

Panel 9: New Marina District Zone

This slide provided a summary of the proposed Marina District Zone. In total, there were 40 participants who provided comment:

- 50% of the respondents (20) support the proposed Zone;
- 10% of the respondents (4) had concerns with the proposed building heights in this Zone; and
- 3% of the respondents (1) were in opposition to this proposed Zone.

Panel 10: Expanding Industrial Areas near Ridley Island & the Highway

This slide provided a brief summary of the proposed zone changes to extend industrial areas. Many commenters asked the City to provide more clarity on these changes. It is recommended to include detail and rationale for these changes on the City's website and any relevant platforms used for public outreach. In total, there were 35 participants who provided comment:

- 37% of the respondents (13) were in support of the proposed Zone extensions;

- 34% of the respondents (12) stated there was not enough information; therefore, they were in opposition to the proposed Zone extensions; and
- 31% of the respondents (11) stated there was not enough information; therefore, they were not able to either support or oppose these proposed Zone extensions.

Panel 11: Focus Commercial Uses in the City Centre

This slide provided a brief summary of Council's direction to focus commercial use in the Downtown Core. Many Commenters were in support of mixed use and a commercial focus downtown. Other Commenters stated that they want to see a revitalization of the Downtown Core. Three commenters were in favor of rezone the lands on Park Avenue from a Commercial Zone to a multi-family Residential Zone. In total, there were 38 participants who provided comment:

- 42% of the respondents (16) were in support of Council's direction to focus commercial uses in the Downtown Core;
- 13% of the respondents (5) wanted to see a revitalization of the Downtown Core;
- 8% of the respondents (3) stated a support for the re-zoning of commercial lands on Park Avenue; and
- 3% of the respondents (1) were in opposition to Council's direction to focus commercial uses in the Downtown Core.

Panel 12: Miscellaneous Additions

This slide provided a brief summary of other minor changes proposed in the Zoning Bylaw. This includes restricting commercial cannabis operations to Industrial Zones, restricting a travellers accommodation to physical and permanent buildings only, allowing daycares in C zones, allowing a distillery in the C5 zone, and increasing the RM2 principal building height from 9 metres to 13 metres to reflect the maximum allowable density. Most commenters were supportive of restricting commercial cannabis operations. In total, there were 37 participants who provided comment:

- 24% of the respondents (9) support all of the proposed policies;
- 19% of the respondents (7) were very supportive of the restrictions proposed for commercial cannabis operations;
- 11% of the respondents (4) were in opposition to the proposed restrictions on travellers accommodations; and
- 3% of the respondents (1) were in opposition to all of the proposed miscellaneous policy.

CONCLUSION:

It is recommended that Council:

- 1) amend Bylaw #3462 as follows:
 - a. Add a new RS2 Zone; and
 - b. Include Distilleries in the list of exemptions to Retail Liquor Sales Section 3.15.0, and
- 2) Council proceed to the Public Hearing for the OCP and Zoning Bylaws.

Report Prepared By:

Chris Buchan, Assistant Planner

Schedule 1: New RS2 Zone

RS2: Special Care Residential Zone

Permitted Uses:

The following principal uses and no others are permitted:

- (a)** Supportive Housing.

Subject to general provisions, the following accessory uses and no others are permitted:

- (a)** Office.
- (b)** Accessory buildings and structures.

Lot Coverage

Not more than 65% of the site area.

Density

The maximum floor area ratio for Supportive housing units is 2.0.

Minimum Dimensions Required for Yards

- (a)** 2 metres from the front property line.

Building Height

- (a)** Principal building 11.0 metres.
- (b)** Accessory building 3.6 metres.

Schedule 2: Information on the Zoning Bylaw Engagement

Viewed project page= 409
People who took the survey= 198
People who commented on survey (12 panels)= 87
Total Survey comments= 466
Viewed the proposed Zoning Bylaw video= 36
Came into City Hall for Information= (estimated) 5
Asked a question through the "Question" tool= 1

Question asked through the "Question" Tool:

"I have a pre-existing secondary-suite with no off street parking. Does the new by-law affect pre-existing units with parking requirement?"

Answer posted on the Engagement Page: "If the suite is legal non-conforming, in other words if the suite was legal prior to this Bylaw being adopted, then your existing secondary suite will not be affected by these new regulations."

Panel 1: Summary of Storyboards/General

of people commented= 32

Themes:
Support= 10
Increase Bylaw enforcement= 6
Follow the 2030 Vision designated areas= 2
Protect historical sites= 2
Increase seniors housing= 2
In opposition with all Zoning Changes= 1

Panel 2: Home occupations

of people commented= 37

Themes:
Support= 18
Allow urban agriculture= 2
Against= 1

Panel 3: Parking Standards

of people commented= 32

Themes:
Support= 10
Encourage alternative transportation downtown= 7
Increase on-street parking regulations= 6
No parking should be in downtown= 3
Increase Bicycle infrastructure= 3
Include parking meters downtown= 3
Designate a RV/boat parking area= 2
Unreasonable= 2
Utilize empty lots downtown= 2

Panel 4: Secondary Suites
of people commented= 42

Themes:
Support= 17
Allow in duplex= 3
Allow for suite street parking= 2
Improve sidewalks= 2
Against= 1

Panel 5: Outdoor Equipment and Vehicle Storage
of people commented= 56

Summary:
Support = 33
Allow boats and RV's on driveway, not one or the other= 6
Disagree= 6
Allow derelict vehicles/ boats and RV's in enclosed backyard= 4
Address outdoor junk "Hoarders"= 3

Panel 6: Short Term Rental Accommodations
of people commented= 39

Themes:
Support= 18
Disagree- 6
Ensure adequate parking for rentals= 3
Remove principal residence rule= 2

Panel 7: Shipping Containers
of people commented= 44

Summary:
support= 12
Allow Shipping container housing = 11
3 years TUP is too long= 9
Do not allow in residential= 6
Allow on Residential properties= 5
Do not allow in light industrial= 2

Panel 8: Student Housing
of people commented= 34

Summary:
Support= 29
Ensure that these are well managed= 7
Against= 3
Expand to other zones= 2
Focus on local students instead of international= 2
Is this a partnership with the college?= 2
Increase the maximum from 10 students= 2

Panel 9: New Marina District Zone
of people commented= 40

Summary:
Support= 20
Where 8 stories are proposed, protect view lanes and cones= 2
Permitted height too high= 2
Against= 1

Panel 10: Expanding Industrial Areas near Ridley Island & the Highway
of people commented= 35

Summary:
Support= 13
Against= 12
Need more clarity= 11
Recommend exploring other areas for logistics yard= 2

Panel 11: Focus Commercial Uses in the City Centre
of people commented= 38

Summary:
Support= 16
Downtown needs a revitalization= 5
Incentivize ALL new housing= 3
Promote mixed use downtown= 3
Support Housing instead of commercial on park avenue= 3
More residential zones Downtown= 2
Against= 1

Panel 12: Miscellaneous Additions
of people commented= 37

Summary:
Support= 9
No cannabis operations downtown= 7
Disagree with restricting travellers accommodations to permanent buildings= 4
Include policy on tiny homes= 2
Allow Urban Agriculture/livestock= 2
Regulate odors produced by cannabis production= 2
Follow 2030 Vision= 2
Support Higher Buildings= 2
Provide maintained mobile home areas and campsites= 2
Against= 1

NOTE:

1 Commenter used Profanity and Insults on every survey page. Input was disregarded.