



FILE: 0360-20/APC
#08

MINUTES OF THE ADVISORY PLANNING COMMISSION MEETING HELD AT THE TOWN OFFICE, 1027 ALDOUS STREET, SMITHERS, B.C., ON TUESDAY, SEPTEMBER 7TH, 2010, AT NOON.

Committee Members Present:

Eerik Lilles - Chair
Colin Bruintjes
Bill Garner
Anne Griffith
Dave Pellow
Bob Mitchell
S. Sgt. Sheila White, RCMP

Council Liaison:

Alternate – Councillor Frank Wray

Advisory Present:

Deborah Sargent, Chief Administrative Officer
Mark Allen, Director of Development Services
Alison Walker, Planner

Committee Members Absent:

Frank Farrel
Sgt. Kirsten Marshall, RCMP

Recording Secretary:

Dorothy Cardinal, Development Services Clerk

1. CALL TO ORDER

E. Lilles called the meeting to order at 12:05 p.m.

2. DELEGATIONS

2-1 R. Saimoto, Campus Principle for Northwest Community College, made a presentation regarding Temporary Use Permit Application TU10-02. In order for the addition to the Smithers Campus of Northwest Community College to progress, the College was asked to vacate their building at 3966 Second Avenue. The College was unaware that using the building owned by Lakes District Maintenance (LDM) at 2965 Tatlow Road meant a change in use and required a Temporary Use Permit. They had already used space at two other buildings that did not require a permit. R. Saimoto described the building on Tatlow Road and what the College would be using the building for, this included: a computer lab and GIS classroom, a classroom for teaching the Health Care Aid course, a video conference room for on-line courses, classroom space for University Transfer classes and a small shop that will be used as a nursing laboratory. She advised that the College addition has a target completion date of Spring, 2011, and that classes have already begun in the LDM building.

When asked if a lot of renovations were needed to the building, she replied that there hasn't been, other than small renovations such as changing the lighting and adding blinds. E. Lilles questioned transportation to the building for students. R. Saimoto advised that the College has spoken to Smithers & District Transit regarding an additional stop and the bus will be stopping at the intersection of Highway 16 and Tatlow Road for students. When the Commission questioned whether the community would be allowed to make use of the College's facility and if a one-year Temporary Use Permit would be long enough, they were advised that the College is trying to maintain community use and they expect the project to be completed in less than a year's time but nothing is certain.

A. Walker advised that Temporary Use Permits are available up to a three-year term and that they can only be renewed once.

R. Saimoto thanked the Commission and exited the meeting at 12:25 p.m.

3. MINUTES

3-1 GRIFFITH/

THAT the minutes of the Advisory Planning Commission meeting held August 16, 2010 be approved, as circulated.

CARRIED UNANIMOUSLY.

4. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

4-1 B. Mitchell commented that after questioning parking requirements for development applications and investigating the Town's bylaws on the subject, that applicants must present a reasonable argument as to why they wish to vary parking requirements; expense is not sufficient.

5. REPORTS / CORRESPONDENCE

A ITEMS

5-1 Report DEV10-085 from A. Walker, Planner, regarding Temporary Use Permit Application TU10-02 for 2965 Tatlow Road.

D. Sargent explained that the Town learned of College's move to 2965 Tatlow Road through an advertisement in the Interior News and the College was contacted immediately. The Town's main concern is public safety when the building use changes from Office use to Assembly use. M. Allen added that the Fire Department and Building Inspector have been to the site and made a list of safety issues, some which must be addressed immediately.

The Commission expressed concern regarding transportation; specifically bus and pedestrian traffic as well as liability until all of the safety measures are in place.

MITCHELL/

THAT Council approve Temporary Use Permit TU10-02 to Northwest Community College for the property located at 2965 Tatlow Road for a 1-year term.

CARRIED UNANIMOUSLY.

GARNER/

THAT Council direct Staff to facilitate a discussion with Smithers & District Transit to improve transportation to 2965 Tatlow Road while the College is utilizing the building.

CARRIED UNANIMOUSLY.

- 5-2 Report DEV10-087 from A. Walker, Planner, regarding the 2010 Award of Excellence.

A. Walker briefed the Commission on Staff's recommended choices for the Awards of Excellence for newly completed building projects, to be handed out at the Smithers District Chamber of Commerce Awards Banquet in October. She advised that the awards are handed out in two categories a) residential and b) other (commercial, industrial or institutional) based on the following criteria: aesthetics, sustainability, community value, renewal and preservation.

The Commission discussed the improvement all of the projects make to the community and their preferences. Some members stated that more detailed information on the projects and why staff selected them would be beneficial in selecting recipients in future years. D. Sargent suggested that for the awards banquet and presentation, before and after photos be provided as well as a short write-up on the projects.

Councillor Wray and B. Garner exited the meeting at 12:56 p.m.

BRUINTJES/

THAT Council select 3760 Third Ave. (commercial) and 1117B King Street (residential) to receive the 2010 Award of Excellence.

CARRIED UNANIMOUSLY

D. Pellow exited the meeting at 1:02 p.m.

B ITEMS

The following 'B' Item was received for information.

- 5-3 Report DEV10-079 from M. Allen, Director of Development Services, regarding Development Services Report for July, 2010.

B. Mitchell questioned the completion date of the South Trunk Storm Sewer project and the Riverside Park upgrades. M. Allen advised that the scheduled completion date for the storm sewer project is the end of October. The Riverside Park tenders will not be ready until winter or spring of 2011.

6. NEW BUSINESS

- 6-1 Review of the downtown parking policy.

B. Mitchell stated he better understood the parking requirements after reviewing the relevant sections in the Zoning Bylaw.

- 6-2 Introduction of the Smithers Community Pedestrian Plan.

B. Mitchell felt the public should be made more aware of this plan and requested that the plan be placed on the next Advisory Planning Commission agenda.

- 6-3 Discussion of possible rain barrel imitative.

(B. Mitchell discussed with M. Allen after the meeting.)

7. UPDATE FROM COUNCIL

- 7-1 Excerpts of Draft Minutes from the Regular Council Meeting on August 24th, 2010.

F. Wray asked if the Commission had any questions regarding the Council excerpts or Council proceedings. He advised that Council has approved a Temporary Use Permit for Smithers and Area Recycling Society and that a Committee of the Whole meeting will be planned to further discuss a final recommendation for the property at 3439 Fulton Avenue.

8. UPDATE FROM STAFF

- 8-1 None.

9. NEXT MEETING

The next meeting will be held when required.

10. ADJOURNMENT

E. Lilles adjourned the meeting 1:10 p.m.

CARRIED UNANIMOUSLY.

Erik Lilles
Co-Chairperson

MA/dc

Mark Allen
Director of Development Services

Certified a True and Correct Copy of the minutes of the Advisory Planning Commission meeting held Tuesday, September 7, 2010 at noon in the Town Office at 1027 Aldous Street, Smithers, B.C.

Deborah Sargent
Corporate Administrator