



**VILLAGE OF BELCARRA
ZONING ADVISORY COMMITTEE
VILLAGE HALL
March 8, 2017
Minutes**



Minutes of the Zoning Advisory Committee (ZAC) for the Village of Belcarra, held Wednesday, March 8, 2017 at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra, BC.

Members in Attendance

John Stubbs, Chair
Robb Begg
Bruce Douglas (departed 7:40 pm)
Clive Evans
John Carlson
Rex Crider
Braam LeRoux
Ken Mikkelsen (arrived 6:48 pm)
Adrienne Peacock
Don Reid
Deborah Struk

Members Absent

Jim Chisholm
Carolina Clark
Martin Greig, Vice Chair
Paul Degraaf
John Reynolds
Des Wilson

Council in Attendance

Jamie Ross, Councillor

Planning Consultants in Attendance

Richard White, RWPAS Ltd.
Dan Watson, Brook Pooni Associates

Staff in Attendance

Lorna Dysart, Chief Administrative Officer
Connie Esposito, Committee Clerk

1. CALL TO ORDER

Chair Stubbs called the meeting to order at 6:34 pm.

2. APPROVAL OF THE AGENDA**2.1** Agenda for March 8, 2017

It was Moved and Seconded:

That the Agenda for March 8, 2017 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES**3.1** Minutes of February 22, 2017**3.2** Action Items: None

It was Moved and Seconded:

That the Minutes of the Zoning Advisory Committee meeting held February 22, 2017 be amended by adding:

- P. 4, Sec 8. Following first paragraph insert:
 - "Concerns were raised with regard to the value and purpose of the exercise."

and be approved as amended.

CARRIED

4. CHAIR'S REMARKS

John Stubbs will write to Larry Scott, Superintendent of Public Works/Building Official, on behalf of the Committee thanking him for his contribution and years of work for the Village.

Chair Stubbs requested that Lorna Dysart, Chief Administrative Officer, update the Committee on staffing.

Lorna Dysart advised that:

- Larry Scott resigned as Superintendent of Public Works/Building Inspector;
- Paul Wiskar, with 33 years of experience, has been hired as part-time Building Inspector;
- Maurice Wutzke is working for the Village as the Interim Superintendent of Public Works; an ad has been posted for this position.

5. PRESENTATION and Questions & Answers

Richard White provided an overview and review of the ZAC meeting held February 22, 2017:

- Based on the visual preference sticky dot activity the top 4 municipalities chosen were: Whistler, Port Moody, Lions Bay, and Richmond.

He noted that:

- The District of West Vancouver and District of North Vancouver will also be included as a frame of reference for what may be possible in Belcarra;
- Lot size constraints are in effect and may not allow for double the house size to be built;
- Various factors determine the size of a home on a lot, including topography, natural setbacks etc.

Additional information was presented as follows:

Building Sizes

- Data provided in slides on various municipalities;
- Whistler have minimum as well as maximum lot sizes due to unique issues;
- Richmond has 22 different zones versus 2 zones in Belcarra;
- Different zones are created to deal with different areas;
- Maintaining the character of an area dictates the zone and what can be built in that zone;
- Topography is important in Belcarra;
- There are technically 3 zones in Belcarra but the 3rd zone is not buildable and therefore not included in our discussion.

Height

- Single Family Zones: Compare and Contrast;
- Maximum allowed in Single Family Zones;
- Heights range by zone, as well as by flat vs sloped roofs;
- Some municipalities measure by number of floors ranging from 2.5 to 3 floors.

During the presentation Committee members discussed what they felt were positive and/or negative aspects of the information provided as related to Belcarra.

Discussion ensued relative to:

- How finished grade is established;
- How slope affects finished grade;
- How other municipalities are establishing finished grade;
- The current bylaws in Belcarra as it establishes finished grade which are simple but not clear;
- The importance of height due to the impact on viewscales;
- Municipalities use either the average finished grade or the natural finished grade whichever is lower, as the starting point for measuring height;
- Topography plays a major role;
- Establishing a standard, uniform height will be difficult to achieve as many variables will impact the result;
- Viewscales may be dealt with depending on the outcome desired;
- A uniform slope needs to be taken into consideration;
- Different zones for different areas in Belcarra may be applied;
- Height will be debated throughout the Committee process;
- Sideway viewscales may be considered;
- Building envelopes may be created, but most houses in Belcarra are not within the building envelopes;
- Individual building applications may be assessed on individual merits including impacts on views;
- A 'blanket' down zoning may take place, however, Council may not be supportive of taking away the individual building permit application process to build without prior Council approval;
- There may be potential for renovations to increase in place of building applications if the zoning bylaw is too restrictive.

A 10 minute break was called at 7:32 pm.

Dan Watson provided the following presentation regarding:

Floor Area Ratio (FAR)

- Floor Area Ratio (FAR) determines the size of the building as a proportion of the property size;
- This requires smaller buildings on smaller properties, and allows larger buildings on larger properties;
- In some municipalities the permitted FAR varies based on zones;
- In other municipalities the FAR is dependent on the lot area (such as Belcarra's current bylaw);
- In general, smaller properties have higher FAR's because the ratio of building size to lot size is smaller than on a larger lot;
- Differences and similarities were looked at between Whistler, Port Moody and Belcarra.

Maximum Building Size

- Comparison of other municipality maximum building size;
- Belcarra's maximum building size is quite high;
- Building size can be controlled by other factors within each individual municipality.

Simplicity

- Input was received and analyzed from municipalities on bylaw simplicity;
- Some municipalities have recently re-organized their zoning bylaw definitions to improve simplicity;
- Illustrations provide further clarification of the subject;
- The current Belcarra Zoning Bylaw lacks both clarification and simplicity and requires improvement;
- Geographic and topographic differences may be made categorical which can make things more clear;
- A zoning bylaw cannot deal with the extreme variables that is not the norm.

Sustainability

- Does Belcarra's zoning bylaw address sustainability;
- Belcarra does not yet address sustainability;
- Environmental planner to be brought into Phase 2 of the ZAC process;
- Outside municipalities will be looked at for comparison to Belcarra as the ZAC advances through the process;
- Suggestions on how to address sustainability may be put forward and applied uniformly throughout Belcarra.

Considerable discussion ensued regarding the information provided.

6. NEXT STEPS

Dan Watson provided an overview of the ZAC meeting scheduled for March 29, 2017:

- Preparation for the Open House, on April 12, 2017 from 5 pm to 8 pm, will take place at the ZAC meeting March 29, 2017;
- A proposed format for the Open House will be provided to ZAC members for consideration and input;

- ZAC members will be in attendance at the Open House to answer questions and discussion with residents;
- Committee members will relay to residents what has been transpiring to date in the Committee process;
- The Planning Consultants will make a short presentation at 7 pm at the Open House;
- A mail drop will be sent to residents the week of March 20, 2017 advising them of the Open House;
- The Planning Consultants will suggest methods to accept feedback from the attendees at the Open House;
- A second Open House will occur at the conclusion of Phase 2;
- The CAO will follow up on a request to BC Assessment regarding digital mapping (GIS) of lots in Belcarra;
- Interaction with residents at the Open House is to be kept informative.

7. ADJOURNMENT

It was Moved and Seconded:

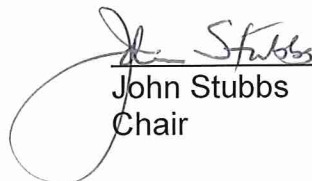
That the March 8, 2017 meeting be adjourned at 8:40pm.

CARRIED

Next Meeting Date: Wednesday, March 29, 2017



Lorna Dysart
Chief Administrative Officer



John Stubbs
Chair