



**VILLAGE OF BELCARRA
ZONING ADVISORY COMMITTEE
VILLAGE HALL
August 23, 2017
Minutes**



Minutes of the Zoning Advisory Committee (ZAC) for the Village of Belcarra, held August 23, 2017 at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra, BC.

Members in Attendance

John Stubbs, Chair
Rob Begg
Jim Chisholm
Carolina Clark
Rex Crider
Bruce Douglas
Ken Mikkelsen (arrived 6:58 pm)
Adrienne Peacock
John Reynolds
Deborah Struk
Des Wilson

Members Absent

John Carlson
Paul Degraaf
Clive Evans
Martin Greig, Vice Chair
Braam LeRoux

Council in Attendance

Jamie Ross, Councillor

Planning Consultants in Attendance

Richard White, RWPAS Ltd.
Laura Beveridge, Brook Pooni
Dan Watson, Brook Pooni

Staff in Attendance

Lorna Dysart, Chief Administrative Officer
Paul Wiskar, Building Inspector
Paula Richardson, Administrative Services Assistant

Also in Attendance

Brendan McEwan, Manager of Sustainability, City of Richmond (arrived at 8:20 pm)

1. CALL TO ORDER

Chair Stubbs called the meeting to order at 6:30 pm.

2. APPROVAL OF THE AGENDA**2.1 Agenda for August 23, 2017**

It was Moved and Seconded:

That the Agenda for August 23, 2017 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES**3.1 Minutes of July 26, 2017****3.2 Action Items: None**

It was Moved and Seconded:

That the Minutes of the meeting held July 26, 2017 be adopted.

CARRIED

4. CHAIR'S REMARKS

John Stubbs welcomed visitors and outlined the procedure for the meeting including the following:

- Terms of Reference state that public may attend meetings only as observers
- Any comments or questions from the public are to be submitted to the Chief Administrative Officer who will then circulate the submissions to Committee members

The Chair noted that:

- Don Reid resigned from the Committee. Committee members agreed that Chair Stubbs should write to Don Reid, on behalf of the Committee, to thank him for his work.
- The Committee may decide to continue discussions following the presentation at 8:30 pm by Brendan McEwan

5. OPEN HOUSE DATE – John Stubbs, Chair

J. Stubbs suggested the Committee continue discussions on topics outlined on this agenda at the ZAC meeting on September 6, 2017 and reschedule the Open House to October 4, 2017.

6. GROUP DISCUSSION

Bylaw Draft 2 – Richard White and Laura Beveridge facilitated the following:

a) Review of changes based on discussion at the July 26, 2017 ZAC meeting

Discussion ensued with regard to:

- The need for further discussion on duplexes
- Changes and updates made to language in the Bylaw
- The letters received by ZAC from residents

- Minimum Building Setbacks as stated in section 303.7 of the working draft Bylaw
- A non-compliance requirement will be decided at a Board of Variance hearing or by Council
- Permeability of soil and possible driveway solutions
- The addition of a diagram to section 219 to define vision clearance for driveways
- The need for a clearer definition of average natural grade
- The addition of a clause to the definition of natural grade which would state "at the time Bylaw is adopted"

Discussion ensued with regard to Coach Houses. The following comments were noted:

- A Coach House should be able to accommodate 2 bedrooms
- The clear view of Council is to attract young families to Belcarra. For example, the need for housing for younger families such as for Sasamat Volunteer Fire Department members and residents who desire to age in place.
- Include square footage in the total for the lot
- Separate accessory building (not attached to garage)
- A Coach House has a maximum of one storey
- Parking spaces – the main residence requires 2 spaces, a Coach House requires 1 space and secondary suites require 1 space.

The consensus of the Committee is to recommend to Council that a Coach House maximum be 1,000 sq. ft.

The following comments were made for the record:

- A. Peacock: Does not support Coach Houses over 1,000 square feet
- C. Clark: Indicated 1,200 square feet is preferable

Discussion ensued with regard to AirBnB rentals. The following comments were noted:

- Fire safety measures are important to flag and to explore further, but may not be captured during Committee work
- Mayor Drew requested the ZAC committee explore Short Term Rentals (AirBnB) and report to Council
- The OCP is silent on Short Term Rentals
- Short Term Rental Accommodation Use has been removed from the Draft Bylaw. This topic will be considered in the future if time permits.

Chair Stubbs noted that Council will be advised that the Committee cannot take up the topics of Fire Safety Measures and Short Term Rental use (aka AirBnB) at this time. This topic will be considered at the end of the Zoning Bylaw review if time permits.

b) Exclusions

Discussion ensued with regard to the following:

- Change in revised floor area exclusions: the measurement of ceiling height from 2.0 m to 2.4 m. to keep in sync with the Building Code
- The exclusion of attic spaces

- Areas that are non-habitable due to height restrictions
- The exclusion of garages up to 600 sq. ft.
- Using 24% of the total measurement as an exclusion rule for ease of measurement

c) Proposed Residential Zones

Discussion ensued with regard to Zones in the Village as follows:

- RS-1: Inland Residential Zone
- RS-2: Waterfront Residential Zone
- RS-3 Esplanade Waterfront Residential Zone
- RS-4: Waterfront Residential Zone (No Public Road Access)
- RM-1: Duplex or Two House Zone (No Public Road Access)
- RM-2: Duplex and Four House Zone

Further discussion ensued with regard to house sizes and density bonuses in each Zone. It was noted that there is a need to correct uses and provide ample parking for the number of residents on each property.

The Chair called a recess at 7:45 pm

d) Existing Floor Area Ratio

Comparing Building Size: Current vs. Proposed:

Discussion ensued with regard to the two options presented below. It was noted that bonuses may be applied to FAR for increases in Step Code levels and sustainability requirements.

Option 1

- FAR: 0.5
- Outright: 4,500 ft²
- Bonus 9,100 ft²

Option 2

- FAR: no maximum
- Outright: 3,500 ft² + 0.04 FAR to a maximum of 6,100 ft²
- Bonus: 6,500 ft² + 0.04 FAR to a maximum of 9,100 ft²

The Chief Administrative Officer previously confirmed the accuracy of BC Assessment data. Richard White noted that a Bylaw may state that at the date of the adoption of the Bylaw, all houses as they exist, are conforming.

A Committee member, D. Wilson, noted for the record that a third option is requested with more moderate Floor Area Ratio / maximum house sizes to reflect the OCP and the rural designation of the Village as stated in Metro Vancouver's Regional Growth Strategy. Richard White advised that the current bonus proposal is generous and that existing zoning is liberal. The Consultants will present a third option that will reflect more closely what currently exists in the Village.

The Chair called a recess at 8:30 pm

7. PRESENTATION

Brendan McEwan, Manager of Sustainability, City of Richmond gave a PowerPoint presentation on the following:

- Energy Step Code – Building Beyond the Standard
 - Two Provincial Initiatives Set the Stage
 - 1) Building Act
 - 2) Climate Leadership Plan
 - The Energy Step Code Council
 - A better than Code energy standard
 - Optional for Local Governments
 - Local Governments can reference in Bylaws, Policies, Incentive Programs and Density bonuses
 - What does the BC Energy Step Code Measure?
 - Performance Requirements for:
 - Building envelope
 - Equipment and systems
 - Post-construction testing
 - Richmond's Regime – For Stakeholder Consultation
 - BC Housing – Cost Study
 - Estimated Construction Cost Premiums were given for Step Codes 1 thru 5 for the following size homes in Climate Zones 4 & 5:
 - Large Single Family (5,000 sq. ft.)
 - Medium Single Family (2,600 sq. ft.)

Considerable discussion ensued with regard to the Provincial policy on the Step Code with the 2032 Provincial mandate for Net Zero ready construction. The cost of construction labor is off set by the energy and environmental savings.

Chair Stubbs thanked Brendan McEwen for his presentation and called a recess at 9:10 pm

Further discussion ensued with Committee members noting the following:

- The use of energy saving incentives such as of solar panels
- The effect of the Step Code on renovations
- The effect of Provincial Legislation of Step Code intervening on density bonuses
- The need to be aware of how recommendations of the Committee will affect the financial component for residents
- The consideration of price per square foot on new home construction
- The cost of building energy efficient homes in balance with lot size and lot value

8. NEXT STEPS

The Committee members agreed that discussion will resume on the Agenda topics below at the September 6, 2017 meeting:

- e) Current vs. Proposed Building Sizes and FAR – 2 approaches for discussion
- f) 0.5 Acre Sample Site
- g) Belcarra Example
- h) New Zoning Map

Chair Stubbs thanked the Committee members for their hard work and expressed appreciation for the Consultants, Richard White, Laura Beveridge and Dan Watson.

9. ADJOURNMENT

It was Moved and Seconded:

That the August 23, 2017 was adjourned at 9:53 pm.

CARRIED

Next Meeting Date: Wednesday, September 6, 2017



Lorna Dysart
Chief Administrative Officer



John Stubbs
Chair