

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Minutes of the **PLANNING AND DEVELOPMENT COMMITTEE** Meeting
Tuesday, October 11, 2005 at 7:00 pm
Central Saanich Municipal Council Chamber

PRESENT: Councillor Robert Thompson, Chair
Mayor Allison Habkirk
Councillors: Graham, Haddon, King, Korol and Mason
Gary C. Nason, Administrator
Trish Flanders, Municipal Clerk
Hope V. Burns, Director of Planning & Building Services

APPROVAL OF THE AGENDA:

The Administrator, Mr. Gary C. Nason, noted the addition to the agenda of the following late items:

- Minutes of the Board of Variance Meeting held on June 2, 2005, to be included with Item 1;
- Draft Secondary Suite Study Guide and R-1A Zoning Regulations prepared by Councillor Thompson, to be included with Item 2;

1180.05 MOVED BY COUNCILLOR MASON
NO SECONDER

That the Agenda for the Planning & Development Committee Meeting held on October 11, 2005 be approved as circulated.
CARRIED UNANIMOUSLY

1. Development Variance Permit – 8129 West Saanich Road

- a) Staff Memorandum dated October 4, 2005 from Hope V. Burns, Director of Planning & Building Services Re: Development Variance Permit – 8129 West Saanich Road; and
- b) Copy of the Minutes of the Board of Variance Meeting held on June 2, 2005.

The Director of Planning & Building Services, Ms. Hope V. Burns, gave a comprehensive overview of the Staff Memorandum in regards to the Development Variance Permit Application for 8129 West Saanich Road, and responded to questions from members of Council.

Mrs. Rebecca Tuffin, 8129 West Saanich Road, was in attendance at the meeting and addressed her request to vary the allowable height for accessory buildings and the sideyard setback for the accessory structure on her property, and assured the Committee that the accessory structure will be used for storage only and not a secondary suite.

The Director of Planning & Building Services confirmed that the purpose of the restrictive covenant is to ensure that the accessory building is not used for residential accommodation.

1181.05 MOVED BY COUNCILLOR GRAHAM
NO SECONDER

That It Be Recommended To Council:

That the Staff Memorandum dated October 4, 2005 entitled "Development Variance Permit – 8129 West Saanich Road" be received, and:

1. *Council propose to consider the issuance of a Development Variance Permit to vary:*
 - *the allowable height for accessory buildings from 4.5 m (14.8 ft.) to 5.81 m (19 ft.); and*
 - *reduce the required sideyard setback from 4.5 m (14.8 ft.) to 1.3 m (4.3 ft.);*
2. *Staff be authorized to undertake the required statutory notification procedures; and*

3. Any issuance of the Development Variance Permit be made conditional upon the registration of a Restrictive Covenant on title prohibiting the use of the accessory building for residential accommodation.

CARRIED UNANIMOUSLY

2. Regular Status/Update: Secondary Suite Review Project

- a) Staff Memorandum dated September 14, 2005 from Hope V. Burns, Director of Planning and Building Services Re: Secondary Suite Analysis (previously received at the September 19th, 2005 Regular Council Meeting); and
- b) Draft Secondary Suite Study Guide and R-1A Zoning Regulations prepared by Councillor Thompson.

The Director of Planning & Building Services gave a brief overview of the Staff Memorandum which was received at a previous Council Meeting, and requested that Council provide some direction as to whether Staff should proceed with the preparation of an appropriate Land Use Bylaw Amendment Bylaw to allow secondary suites.

Following a lengthy discussion, the following motions were put forth:

1182.05 MOVED BY COUNCILLOR GRAHAM
NO SECONDER
That It Be Recommended To Council:

That in accordance with the directions to be given by Council pursuant to the following motions, Staff be authorized to proceed with the preparation of the required Amendment Bylaw to the District's Land Use Bylaw to permit secondary suites under specified conditions, with the draft Bylaw to be brought back to a subsequent Committee Meeting for further consideration and discussion by Council.

CARRIED UNANIMOUSLY

1183.05 MOVED BY COUNCILLOR HADDON
NO SECONDER
That It Be Recommended To Council:

That as a matter of general policy, secondary suites not be permitted in accessory buildings and structures.

CARRIED UNANIMOUSLY

1184.05 MOVED BY MAYOR HABKIRK
NO SECONDER
That It Be Recommended To Council:

That in the proposed regulations for secondary suites there be no potential for the maximum suite size to be relaxed.

CARRIED UNANIMOUSLY

1185.05 MOVED BY COUNCILLOR GRAHAM
NO SECONDER
That It Be Recommended To Council:

That one additional on-site parking space be provided in connection with a proposed secondary suite.

CARRIED UNANIMOUSLY

1186.05 MOVED BY MAYOR HABKIRK
NO SECONDER
That It Be Recommended To Council:

That the principal dwelling unit or suite must be owner-occupied in all instances.

CARRIED UNANIMOUSLY

1187.05 MOVED BY COUNCILLOR GRAHAM
NO SECONDER
That It Be Recommended To Council:

That a minimum lot size be established as a pre-condition for approval of a secondary suite.

CARRIED UNANIMOUSLY

1188.05 MOVED BY COUNCILLOR KOROL
NO SECONDER
That It Be Recommended To Council:

That 780 m2 (8400 sq.ft.) be established as the minimum lot size for permitting a secondary suite.

CARRIED
OPPOSED: COUNCILLOR GRAHAM

A discussion took place in regards to the proposed parking requirements for secondary suites, and whether the requirements should be different for existing and new construction.

1189.05 MOVED BY MAYOR HABKIRK
NO SECONDER
That It Be Recommended To Council:

That for existing construction, one additional accessible on-site parking space be required as a further precondition for the permitting of a secondary suite, and for new construction, the one additional on-site parking space be located behind the front building area line.

CARRIED
OPPOSED: COUNCILLORS GRAHAM AND KING

Mr. Dennis Sutton, 2044 Tanlee Crescent, questioned the square footage of a parking space, and was advised that a 2.7 m width and a 5.5 m length are the standard dimensions.

1190.05 MOVED BY MAYOR HABKIRK
NO SECONDER
That It Be Recommended To Council:

That secondary suites be permitted in the A-1 and A-2 zones, with the proviso that the regulations apply to properties that are not under the jurisdiction of the Agricultural Land Reserve.

CARRIED UNANIMOUSLY

1191.05 MOVED BY MAYOR HABKIRK
NO SECONDER
That It Be Recommended To Council:

That secondary suites be permitted in the RE-1, RE-2, RE-3 and RE-4 zones.

CARRIED UNANIMOUSLY

1192.05 MOVED BY MAYOR HABKIRK
NO SECONDER
That It Be Recommended To Council:

That secondary suites be permitted in the R-1, R-1M and R-1S zones.

CARRIED UNANIMOUSLY

1193.05 MOVED BY COUNCILLOR GRAHAM
 NO SECONDER
 That It Be Recommended To Council:

That secondary suites be permitted in the R-2 zone, with the proviso that it not be permissible to have both a duplex and a secondary suite within the principal dwelling.

CARRIED UNANIMOUSLY

1194.05 MOVED BY COUNCILLOR GRAHAM
 NO SECONDER
 That It Be Recommended To Council:

That a separate register not be maintained for legalized secondary suites, however upon adoption of the required Land Use Bylaw Amendment Bylaw Staff endeavour to maintain statistics on the number of conversions from formally illegal to legalized secondary suites, as well as the number of legal secondary suites in new construction.

CARRIED UNANIMOUSLY

Councillor King reminded Council of the Province's Energy Efficiency Strategy and the "Efficiency in Residential Homes" Program that was recently endorsed by Council.

1195.05 MOVED BY COUNCILLOR GRAHAM
 NO SECONDER
 That It Be Recommended To Council:

That during upcoming 2006 Annual Budget and Five Year Financial Plan deliberations, Council discuss the merits and potential ramifications of converting to a utility rate billing system based entirely on consumption and with the elimination of any fixed charges.

CARRIED UNANIMOUSLY

ADJOURNMENT:

On motion, the Planning & Development Committee Meeting held on October 11, 2005 adjourned at 8:25 pm.

Recorded By: Trish Flanders
 Municipal Clerk