

**SOUTH COWICHAN OFFICIAL COMMUNITY PLAN STEERING COMMITTEE
MEETING – COBBLE HILL SECTION
THURSDAY, SEPTEMBER 30, 2010, 6:30 P.M.
KERRY PARK RECREATIONAL CENTRE
MINUTES**

PRESENT: June Laraman – Chair, Rosemary Allen, Sarah Middleton, Janice Hiles, Dave Thomson, Bob Brooke (6:38), Al Cavanagh (6:44), Brenda Krug

ALSO PRESENT: John Krug – Alternate Regional Director Area 'C', Catherine Tompkins, Mike Tippet – CVRD Staff, several members of the public

Chair Laraman called the meeting to order at 6:33 p.m. and reviewed the agenda indicating the focus would be on the Cobble Hill Village portion of the OCP. There will be two further meetings with similar formats, which will focus on Shawnigan Lake and Mill Bay in turn.

She welcomed the members of the public to observe the meeting stating that the opportunity for public input would occur at a later time in the OCP process.

June then reported that she will be away from October 15th – November 15th and that all communications will come directly from Catherine Tompkins during that time.

The meeting was then turned over to Katy Tompkins to discuss the South Cowichan OCP Process, Village Containment Boundary Concept and Rural Area Concept.

South Cowichan OCP Process

Submit First Draft to Committee by November 4

- Overall Plan Document
- Area A Plan Document
- Area B Plan Document
- Area C Plan Document
- Zoning Bylaw with map

Conduct referral process:

- Some agencies require full package, while others will be asked to review specific sections

Meet with Committee to determine Changes

- Between November 15 – 30 – 2 sessions
- Some of this can be done by email
- Change Plan as necessary
- Option for planner to be available in community during partial office hours as well

EASC Meeting Update – December 7

- Pre-public meeting
- Would be nice to have some committee members present to watch.

Hold Public Open Houses

- January 6-15
- Advertise on our signs, mail outs and newspaper
- Provide plenty of opportunity for public comment such as comment sheets
- Make adjustments to the Plan if necessary

EASC Meeting

- January 2011
- Present Proposed Plan, Zoning Bylaw and DAI Bylaw to EASC
- EASC gives direction to proceed to First and Second Readings and then hold the Hearing etc.

First and Second Readings

- If proceeds, could be passed by the Board in February 2010

Public Hearing

- In March 2011
- OCP, Zoning Bylaw and DAI Bylaw
- The official legal input process

Third Reading

- In April 2011, after the Hearing

Ministerial Approval

- We would ask for approval immediately after Third Reading is passed.

- Zoning requires approval of the Ministry of Transportation and Infrastructure
- This can take about 6 weeks

Final Adoption

Scheduled for May, this can occur as soon as Ministerial Approval is granted.

There was a question regarding whether to have two meetings with the same format in November to accommodate committee members ability to attend. It was decided to keep this idea open until the attendance of the first meeting is determined.

It was also determined that having a planner available in the community during the time when changes will be determined for individual discussions will be valuable. The best case scenario for adoption of the new OCP will be May 2011

Village Containment Boundary Concept

Katy then proceeded to the Cobble Hill section of the Outline for the Steering Committee. All proposed areas are noted in the attached map.

VILLAGE CORE COMMERCIAL

- Allows for a diverse range of small-scale commercial uses that are in keeping with a village setting;
- Fast-food restaurants and drive through restaurants would be strictly prohibited in all the zones. The existing drive thru would be legal non-conforming;
- C-1 allows residential units above the commercial uses;
- Height is 10 m;
- No subdivision permitted without water and sewer. Minimum parcel size would be 0.1 ha for parcels served by a community water and sewer system; and 0.9 ha for parcels served neither by a community water or community sewer system;
- Subject to DPA for environmental protection and form and character.

MIXED USE COMMERCIAL DESIGNATION POLICIES

- Range of commercial uses similar to some of those permitted in Village Core Commercial, with potential for residences above;
- A multifamily residential use may be established as a principal use;
- Fast-food restaurants and drive through restaurants would be strictly prohibited.
- Height would be 10 m;

- The minimum parcel size would be 0.1 ha (.24 acre) for water and sewer, and 1 ha for no servicing. So no subdivision without both water and sewer servicing;
- For multi-family use the maximum density of dwelling units in the RM-2 Zone would not exceed 15 dwelling units per ha of parcel area, unless an amenity is provided in which case the maximum density would be 25 dwelling units per ha;
- A Development permit area is provided for environmental protection (water and landscaping) and form and character.

Each community (Cobble Hill, Shawnigan Lake and Mill Bay) will have separate policies that may differ from each other.

NEIGHBOURHOOD COMMERCIAL

- Cobblestone Inn – no change

MIXED USE RESIDENTIAL

- Allows a commercial option on main floor within a residential area, Commercial businesses or a residential use may be located on the ground floor; however a residential use only is to be located above the ground floor;
- This allows for the expansion of the commercial core while keeping it residential – allows for a principal residential use;
- Fast-food restaurants and drive through restaurants are strictly prohibited;
- DPA is provided for environmental protection and form and character.

This usage should be slow to change with properties that are presently residential remaining principle residential. There will not be commercial usage over residences.

VILLAGE RESIDENTIAL

- Would be zoned Village Res (R-3C) The principal use would be single family dwelling and accessory uses could include horticulture, B&B, Home occupation and secondary suites or secondary dwelling units;
- Suites would be allowed if the parcel were fully serviced or the parcel was over 0.4 ha;
- Home occupations will be lighter if on parcels under 2 ha.
- Densities stay same - Unserviced parcels would be 2 ha minimum, on water and sewer 0.09 ha (no change) Eliminating water only density;
- A development permit area would be provided for environmental protection and form and character;

- Plan allows rezoning to MF-2 an amenity zone that allows 15 units per ha or 25 units per ha with an amenity.

Seniors' housing was discussed and now would require rezoning, but will be consistent with the new plan of 15 units per hectare and 25 units with an amenity. There was considerable discussion around the idea of Senior's Housing: Who are considered 'seniors', would housing be private or social, what amenities (services) are required to be present for such housing, what, if any level of assisted living should be available?

Another issue is affordable housing for families and it was suggested that this could also be addressed by the density/amenity policy.

Other amenities could also be considered: a train station, a public washroom or other community requirement.

SUBURBAN RESIDENTIAL

- Would have 2 ha minimum lot size;
- Agriculture would be permitted with adequate setbacks provided to ensure that the rural residential lifestyle of residents is protected;
- One small suite or one secondary suite;
- Bed and breakfast accommodations;
- Home occupations ;
- Rezoning applications to VR or MFR would be considered subject to full servicing, etc criteria... ;
- Consider lands south of Hutchinson for this designation.

Rezoning applications will also not be permitted to leapfrog areas with 2 ha. Lot sizes and any development must proceed from the village toward the outlying area.

PARKS AND INSTITUTIONAL

- Parks are permitted in any land use designation and any zone throughout the Plan area. It is recommended that the OCP be updated annually to designate new parks that have been acquired;
- One designation for parks and institutional uses and 3 zones;
- P-1 – Evergreen School, the Hall, Fire Hall – this is an Institutional and Park zone...
- P-2 – passive recreational park zone;

- P-3 Village Institutional – allows a housing development, park or a seniors' centre or govt office.

The former Highway Works Yard was discussed and John Krug (Cobble Hill Parks Chair) noted it is presently undergoing a survey process and Citizens' Group meetings regarding possible usage prior to public consultation on its eventual designation.

INDUSTRIAL

- One Industrial Designation and variety of zones. zoned as 1-1C "Light Industrial", 1-5 "Mini-Storage Industrial," 1-7 Mixed Use Industrial;
- Mixed Use Industrial 1-7 Narrows the range of industrial uses but leaves existing use conforming and expands ability to provide a residential use. It allows secondary wood manufacturing, excluding milling, with accessory retail sales, or multi-family residential housing, but not both. Densities would be same as C-8;
- For 1-1C uses are lighter than they are now, due to location in the Village area. No composting;
- Mini warehousing: For 1-5 – right now have 1-1A, 1-1B, 1-1D, and it is allowed in 1-1C. and C-9 (Hutchinson and TCH) Mill Bay Ha 1-1A.
- With strong DP should there be just one zone for mini storage?

Existing uses range from

- Mini warehousing and out of door storage of boats, travel trailers, recreational vehicles only;(Nitingale and Shawnigan Mill Bay Road)
- Mini storage, mini warehousing – no outdoor storage (Motherwell)
- Mini warehousing, indoor storage, and outdoor storage of boats and RVs only; (Fisher Road)
- Accessory single Family Dwelling allowed in all of above;

Discussion focussed on streamlining the number of zones allocated for storage. It was determined that this should not be a problem if items are stored problem.

- A development permit area would be provided in all industrial areas for environmental protection and form and character.

AGRICULTURAL COMMERCIAL

- The Agricultural Commercial Designation (C-6 Zone) provides for commercial uses to the northeast;
- The Agricultural Commercial Designation will allow for a range of commercial uses that are related to the agricultural rural base of the Village as well as uses permitted now;

- Uses may include but are not limited to veterinary clinics, food processing facilities (excluding abattoirs) and a farm market or retail food outlet;
- A development permit area would be provided for environmental protection and form and character;
- Would allow for a residential unit, accessory to a commercial use. The residential unit may be a suite located above the commercial use, or a detached single family dwelling unit.

COBBLE HILL MANUFACTURED HOME PARK DESIGNATION

- It provides housing for about 50 households, and will be protected from re-development over the long term;
- Designated and zoned for MHP – Subject to MHP bylaw.

There was a question as to the actual number of homes in this park.

AGRICULTURAL PARCEL

Please see the map for this parcel – a small triangular area in the NE village area.

- Still shows as Agricultural and is in ALR but is designation appropriate? Commercial designation might be more appropriate at this site, with a DP for further buffering of the industrial area

The plan could have a policy that would look favourably upon an application from the owner for a change of zoning. There are several options available for this property: Agricultural equipment sales, farm market, leave as it is. The consensus of the committee was to ask the property owner about plans for the area. There was a further query about the taxation status of the property if the zoning should change.

GENERAL DISCUSSION:

1 hectare = 2.47 acres

It was noted that all of Cobble Hill is a DPA for groundwater protection.

Accommodation for seniors in Cobble Hill continued to be a topic of major interest and it was noted that this has been important to the SCOP members from all 3 areas. There were questions regarding the possibility of pre-zoning for seniors housing, incentives for prospective builders and do we need to designate areas now through incentives?

It was suggested that we have no services (amenities) for seniors, so seniors housing is not appropriate, but this was countered by the thought that with the new OCP there will be opportunities for services (amenities) to come into being. Several possible properties were examined as having potential as seniors housing with the suggestion that with an incentive (higher density) amenities could be provided by builders. Katy noted that DPAs would help designate access and landscaping for any areas considered for seniors housing. Once again, the definitions of seniors and of the types of accommodation necessary for 'aging in place' were deliberated on without conclusion.

Another important facet of future community life is a mixture of ages and income levels needed to ensure a vibrant population into the future and that multi-family dwellings and secondary suites (where permitted by sewer and water) could accommodate young families.

It was noted that the village has changed noticeably in the past few years and amenities are improving with increased commercial activity and it is to be hoped that services improve as the village core continues to progress.

Rural Area Concept Discussion

The next order of business was the Rural Area Concept. This will also be visited during the next two meetings and will apply to all three Electoral Areas.

The comments regarding this concept are recorded together using a different font for each focus area and will be addressed in a separate document.

The meeting adjourned at 9:00 p.m.

Submitted by Brenda Krug