1. CALL TO ORDER

2. ADOPTION OF MINUTES
   .1 Minutes of the September 8, 2016, Development Advisory Committee meeting (attached) (p.2)

3. PRESENTATIONS
   None

4. DELEGATIONS
   None

5. BUSINESS OUT OF MINUTES
   None

6. REPORTS
   None

7. NEW BUSINESS
   .1 Verbal update from the Director, Building and Development Engineering regarding Observations on Building Bylaw and Permit Processing.
   .2 Draft 2017 Meeting Schedule (attached) (p.6)

8. ADJOURNMENT

Next meeting Thursday, December 1, 2016
Minutes of the Development Advisory Committee meeting, held on Thursday, September 8, 2016 at 3:04 p.m., in Room 530 of Abbotsford City Hall

Committee Members Present: Councillor R. Siemans, (Chair); D. Campbell; T.M. Cocivera (part); H. Ratzlaff; D. Reddicopp; C. Toews (Part); J. Vissers; J. Zerkee

Staff Present: Deputy City Manager – J. Rudolph (Part); General Manager, Planning & Development Services – S. Bertelsen; Assistant Manager of Building Permits & Licences – B. Moen (Part); Director, Development Planning – D. Braun; Director Community Planning – M. Neill; Manager, Bylaw Services - M. Laljee; Assistant Manager, Bylaw Services – N. Sidhu (Part); Planner, Community Planning - M. Dickinson; Deputy City Clerk (Legal Services) – S. Davis (Part); Planner, Community Planning – P. Oystryk (Part); Planner, Community Planning – A. Anaka; and Recording Secretary – V. Karandiuk.

Others Present: Councillor B. Falk; Councillor S. Blue, Consultant (Agri-Sasaki Consulting) - Harvey Sasaki

Public Present: + 2

1. CALL TO ORDER

The meeting was called to order at 3:04 p.m.

2. ADOPTION OF MINUTES

.1 Minutes of the Development Advisory Committee meeting held Thursday, July 7, 2016 (0540-20)

Moved by J. Vissers, seconded by G. Darychuk, that the minutes of the Development Advisory Committee meeting, held July 7, 2016, be adopted.

DAC0014-2016 CARRIED.

3. PRESENTATIONS

None.

4. DELEGATIONS

None.

5. BUSINESS OUT OF MINUTES

T.M. Cocivera joined the meeting at 3:20 p.m. at the beginning of this item.

.1 Verbal update from the Director Community Planning, on Neighborhood Plans

The Planner, Community Planning, gave a verbal update and presentation on Neighborhood Plans. Neighborhood Plans aspire to build on the direction set out by the Official Community Plan and respond to growth projections, community aspirations, and market trends.
On June 27, 2016, the new Official Community Plan was adopted and with that came a new urban structure with three tiers of “centres”: a City Centre, Urban Centres and Neighbourhood Centres. Staff are beginning work on creating Neighbourhood Plans for the City Centre and for the Historic Downtown Urban Centre. Both will share a similar process of four stages. Staff intends to publicly launch the projects in Fall 2016 and have them adopted by Spring 2018.

Community engagement will be held in each stage, and activities will ensure the input reflects the views of the broader population and of the many property owners and developers in the area.

The Committee shared some of the great feedback they have heard on the new Official Community Plan and thanked staff for their hard work.

Moved by J. Vissers, seconded by D. Reddicopp that the verbal report from the Planner, Community Planning on Neighborhood Plans, be received for information.

DAC0015-2016 CARRIED.

6. REPORTS

.1 Report No. PDS 110-2016, dated August 31, 2016, from the Assistant Manager, Building Permits & Licences regarding Building Bylaw, Fees and Charges, and associated Bylaw updates

The Assistant Manager, Building Permits & Licences provided an overview regarding the updates to the Fees and Charges Bylaw Amendment. She said that previously in June 2016, the Director, Building and Development Engineering, brought a report to the Development Advisory Committee to discuss the proposed updates to the Building Bylaw. These updates included the overall review of the bylaw, the alignment of the bylaw to more closely reflect how the City does business, and to move towards using actual construction values when calculating building fees. The Building Bylaw now sits at 3rd reading, waiting for the Amendment to the Fees and Charges Bylaw and 5 other bylaws that reference the Building Bylaw. Staff has since identified some additional changes which are fundamental in the bylaw, and may propose to rescind and bring back a revised draft for 1st, 2nd and 3rd reading of the Building Bylaw. The Assistant Manager, Building Permits & Licences explained that all of the fees and charges associated within the Building Bylaw are being moved out of the Building Bylaw to the City’s Fees and Charges Bylaw, 2006 as Schedule “G”, as the City moves towards the inclusion of all fees and charges into a single comprehensive document.

The next step is to bring forward the amended bylaws for 1st, 2nd and 3rd reading. Once 3rd reading has been received, the amended bylaws can be brought forward along with the new Building Bylaw.
Moved by H. Ratzlaff, seconded by D. Reddicopp, that Report No. PDS 110-2016 regarding Building Bylaw, Fees and Charges, and associated Bylaw updates be received for information.

DAC0016-2016 CARRIED.

7. NEW BUSINESS

C. Toews left the meeting at 4:35 p.m. part way through this item.

.1 AgRefresh Stage 1 Draft Background Research Report

The Director, Community Planning, provided a brief overview of AgRefresh and introduced Harvey Saskai of Agri-Sasaki Consulting who will give a more in-depth update on the AgRefresh Stage 1 Draft Background Research Report.

The Director, Community Planning, said staff is currently working on Stage 1 of AgRefresh which is mostly background research. The report will outline inventory trends, compliance inventory the City has collected, as well information on the public engagements which were held. He explained that Abbotsforward dealt more with the urban part in the Official Community Plan, whereas AgRefresh will deal with the agricultural component. AgRefresh will be a three stage process. Staff will be looking at where staff needs to go with its agriculture research. There are three deliverables, including new policy statements for the Official Community Plan which include: updating the Zoning Bylaw with respect to agriculture zones, the bylaw compliance strategy, how the City will deal with compliance issues on agricultural land.

Consultant, H. Sasaki, gave a presentation on some of the content that forms the background research report, such as inventory and trends, current statistics for agriculture in Abbotsford, and issues regarding accessory agricultural uses and non-farm uses.

The Manager, Bylaw Services explained that the reason staff is doing a bylaw compliance strategy is to better provide a coordinated response that works with zoning and to also think about the intent of the zoning and to reflect on the vision of the City’s Official Community Plan.

The Director, Community Planning, reviewed the engagement strategy for the project which includes consulting with City committees, the agricultural industry, government agencies, community partners and Abbotsford residents. He confirmed that the Development Advisory Committee will be consulted throughout the project.

The next steps will be the adoption of the Background Research Report by the City of Abbotsford Council which will mark the end of Stage 1 of the AgRefresh process. The input, feedback and research received, will go through further assessment and analysis in the development of New Directions in Stage 2, which will consider potential changes to agricultural land use, and how the City needs to respond. During this part of the process more diverse stakeholder and industry engagement will take place.
Moved by D. Campbell, seconded by T.M. Cocivera that the PowerPoint presentation from Community Planning be received for information.

DAC0016-2016 CARRIED.

8. ADJOURNMENT

Moved by H. Ratzlaff, seconded by J. Zerkee, that the Development Advisory Committee meeting, be adjourned. (4:52 p.m.)

CARRIED.

Certified Correct:

Ross Siemens
Chair

Valerie Rooke
Recording Secretary
Please note that all meetings start at 3:00 pm, on the 1st Thursday of the month in Room 530.

January 5
February 2
March 2
April 6
May 4
June 1
July 6
August – NO MEETING
September 7
October 5
November 2
December 7