

**DISTRICT OF NORTH VANCOUVER
COMMITTEE OF THE WHOLE**

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Minutes of the Committee of the Whole Meeting for the District of North Vancouver held at 5:01 p.m. on Tuesday, November 5, 2013 in the Committee Room of the District Hall, 355 West Queens Road, North Vancouver, British Columbia.

Present: Mayor R. Walton
Councillor R. Bassam
Councillor R. Hicks (5:04 pm)
Councillor M. Little (6:02 pm)
Councillor L. Muri
Councillor A. Nixon

Absent: Councillor D. MacKay-Dunn

Staff: Mr. B. Bydwell, General Manager – Planning, Properties & Permits
Mr. G. Joyce, General Manager – Engineering, Parks & Facilities
Mr. B. Dwyer, Manager – Development Services
Ms. C. Grant, Manager – Corporate Planning & Projects
Ms. S. Haid, Manager – Sustainable Community Development
Ms. E. Geddes, Section Manager – Transportation
Ms. J. Paton, Section Manager – Development Planning
Ms. N. Letchford, Deputy Municipal Clerk
Ms. T. Smith, Transportation Planner
Ms. S. Berardo, Confidential Council Clerk

1. ADOPTION OF THE AGENDA

1.1. November 5, 2013 Committee of the Whole Agenda

MOVED by Councillor MURI

SECONDED by Councillor BASSAM

THAT the agenda for the November 5, 2013 Committee of the Whole be adopted as circulated, including the addition of any items listed in the agenda addendum.

CARRIED

2. ADOPTION OF MINUTES

2.1. June 17, 2013 Committee of the Whole

MOVED by Councillor BASSAM

SECONDED by Councillor NIXON

THAT the minutes of the June 17, 2013 Committee of the Whole meeting be adopted.

CARRIED

2.2. September 16, 2013 Committee of the Whole

This item was deferred to the next Committee of the Whole meeting.

2.3. September 30, 2013 Committee of the Whole

MOVED by Councillor BASSAM
SECONDED by Councillor NIXON

THAT the minutes of the September 30, 2013 Committee of the Whole meeting be adopted.

CARRIED

3. REPORTS FROM COUNCIL OR STAFF

3.1. Planning for Bus Shelters

File No.

Ms. Tegan Smith, Transportation Planner, advised Council that bus shelters, bus benches, and other road-related transit infrastructure are a municipal responsibility. The District has been contracting Pattison Outdoor to deliver bus shelters and Goodwill Advertising to deliver bus benches. However, the District's contract with Pattison Outdoor expires in March 2014 and staff seeks Council's feedback on a set of principles to be applied in establishing a new bus shelter contract.

Ms. Smith noted that the District received approximately \$58,000 in annual revenue in 2012 for the seventy-two shelters. Black coloured shelters are used throughout the District and distinct shelters are provided in Lynn Valley. Shelters provide high visibility advertising opportunities; therefore, Pattison installs shelters on corridors with significant drive-by-traffic. Pattison maintains the shelters by removing graffiti and replacing broken glass. Under the current contract, shelters are only placed in locations where both the District of North Vancouver and Pattison agree. The District's bus bench contract with Goodwill Advertising dates back to 1978 and has a three-month notice termination period. Since 1978, the District has been receiving about \$1200 in annual revenue for seventy-six advertising bus benches provided by Goodwill Advertising. Public feedback has been that advertising benches do not integrate well with the quality of District's streetscapes.

Currently, the District has access to ten percent of bus shelter advertising spaces. Increased use of this space could provide an effective way for the District to more strategically communicate with the public. Through redevelopment, more space will be available in the streetscape for shelters on busy transit corridors. There is also an opportunity to beautify streetscapes and improve community livability with the new contract.

Ms. Smith provided an overview of the following principles proposed to guide staff in negotiating a new bus shelter contract. These include:

- The primary purpose of bus shelters, benches, and associated amenities is to improve comfort for transit riders with weather protection, lighting, and seating;
- Improving comfort can support travellers in the District making the choice to use transit, a goal of the District Official Community Plan;
- All ages and abilities should be accommodated with weather protection and accessible furniture design;
- The shelters and associated amenities should enhance, and be consistent with, the surrounding streetscape;

- Revenue is a secondary goal, compared to improving streetscapes and comfort for transit users;
- The District may consider stand-alone advertising in appropriate locations, in compliance with bylaws;
- The District will not consider moving or electronic signs;
- Prompt cleaning, repair and maintenance of graffiti, broken glass, etc.; and,
- No objectionable, obscene or hateful advertising will be tolerated.

Council discussion:

- Commented on the importance of weather protection;
- Commented on the importance of including more shelters as the town centers develop;
- Suggested attaching bicycle racks to the shelters;
- Spoke in opposition to advertising throughout residential neighbourhoods;
- Stated that the number one objective is to serve our residents and encourage them to take public transportation;
- Requested an assessment to determine high traffic areas;
- Suggested negotiating a contract that would increase bus shelters;
- Commented that having a transit stop that is well lit and attractive makes taking transit more appealing; and,
- Stated that bus benches are not well used because they are not sheltered.

Mr. Corrie Kost:

- Commented that highly visible advertising is a distraction to drivers;
- Stated that replacement advertising should be done in a sensitive manner; and,
- Requested new bus shelters in Edgemont Village.

**MOVED by Councillor NIXON
SECONDED by Councillor MURI**

THAT it be recommended to Council:

THAT the report of the Transportation Planner dated October 22, 2013, is received.

CARRIED

Councillor BASSAM left the meeting at 5:54 pm and returned at 5:56 pm.

Councillor NIXON left the meeting at 5:54 pm and returned at 6:00 pm.

3.2. Subdivision Practices

File No.

Mr. Brian Bydwell, General Manager – Planning, Properties, and Permits, provided an overview of current small lot subdivision practices, highlighting key concerns raised, and recommending that Council affirm the additional measures recently developed to enhance the review of subdivision applications in the District.

Mr. Bydwell advised that subdivision is the process of altering property boundaries. It may include consolidation of two lots into one, splitting one property into two or more lots, or adjusting or re-aligning existing property lines. The majority of subdivisions in the District have occurred in existing residential neighbourhoods where they are permitted by zoning or where the new subdivision would be compatible with the pattern of the block. Two broad categories of subdivision applications are processed at the District:

- Subdivisions that meet zoning requirements, including designated small lot infill areas; and,
- Subdivisions that require Council approval to meet zoning requirements.

A subdivision includes a formal application process requiring approval from the District of North Vancouver Approving Officer and registration of the new subdivision at the Land Title Office. The Approving Officer considers many factors with respect to a subdivision proposal including:

- Conformity with District plans, policies, and regulations;
- Zoning (including proposed lot area, width, and depth);
- Community input and the public interest;
- Established lot pattern of block and neighbourhood character;
- Access and parking;
- Environmental impacts;
- Tree preservation;
- Slope, soil, and drainage;
- Municipal service requirements;
- Park dedication (more than 3 lots); and,
- Site design and compatibility.

Mr. Bydwell advised that there are currently twenty-three designated small lot infill areas in the District of North Vancouver Zoning Bylaw. These areas were identified in the Small Lot infill Report dated March 1987. There is no specific Small Lot Zone, rather these lots use the same zoning as the neighbouring larger lots with specific regulations built in to existing zoning. The criteria used to establish these areas included the majority (fifty percent or more) of residential lots within the area are already developed as small lots and have frontages less than 13.1875 metres (45 ft.) with no lot less than 10 metres (33 ft.) in width. These areas were also divided into sub-areas based on individual blocks or block faces. This permitted the designation of sub-areas which met the fifty percent small lot development criteria even though the areas as a whole may not have.

Mr. Bydwell noted that several issues have arisen with regards to proposed subdivision in established residential neighbourhoods. The majority of concerns relate to smaller lot subdivision where the width of the lots proposed are less than 13.875 metres (45 ft.) and includes:

- Parking and lack of on-street parking for lots created without a lane;
- Similarity or mirror images of house designs;
- Altering the existing lot pattern, where blocks contain a variety of lot widths, thereby changing the established neighbourhood character; and,
- Inclusion of secondary suites on small lots without a lane.

As a result of the above issues, the Approving Officer has augmented current subdivision best practices as following:

- For lots less than 13.875 metres (45 ft.) in width, secondary suites are prohibited if no lane access is provided;
- For all subdivisions to ensure unique design of dwellings, including no mirror image or identical house designs permitted, a unique design covenant is secured by way of restricted covenant;
- Sufficient off street parking in a non-tandem arrangement needs to be demonstrated for all subdivision where a secondary suite will be permitted; and,
- For areas outside designated Small Lot Infill Areas, generally more than fifty percent of the block face needs to be already developed as small lots to be given consideration.

Council discussion:

- Suggested using the term “predominant block face” instead of “fifty percent block face”;

- Commented on the negative impacts that mega-homes have on neighbourhoods;
- Spoke in support of the current best practices used by the Approving Officer;
- Commented on the importance of the unique design covenant;
- Requested having a meeting to discuss parking issues; and,
- Commented that it is hard to create a policy when every application is so different.

Public Input:

- Commented that mirror image housing significantly reduces costs creating more affordable housing;
- Commented that there are certain areas in the District of North Vancouver where 33 ft. lots should be retained;
- Commented that street restrictions will help alleviate parking problems; and,
- Stated that on-street parking needs to be addressed.

MOVED by Councillor MURI

SECONDED by Councillor LITTLE

THAT it be recommended to Council:

THAT the report of General Manager – Planning, Properties, and Permits is received.

CARRIED

4. RISE AND REPORT

MOVED by Councillor BASSAM

SECONDED by Councillor HICKS

THAT the November 5, 2013 Committee of the Whole rise and report.

CARRIED

(7:21 pm)

Mayor

Municipal Clerk