

TOWN OF LAKE COWICHAN

Minutes of Advisory Planning Commission held
Held electronically at Lake Cowichan, BC as per Ministerial
Order M-192 on Thursday, September 23rd, 2021



PRESENT: Darlene Ector, Chair
Pat Lamont
Bev Litster
Janice New
Robert Patterson

ALSO PRESENT: Joseph A. Fernandez, CAO
James van Hemert, Contract Planner

1. **CALL TO ORDER**

The Chair called the meeting to order at 4:03 p.m.

2. **APPROVAL OF AGENDA**

Beverly Litster was introduced as the new member.

No. APC.12/21
Agenda

Moved: Pat Lamont
Seconded: Robert Patterson
that the agenda be approved as is.

CARRIED.

3. **ADOPTION OF MINUTES**

No. APC.13/21
Minutes

Moved: Pat Lamont
Seconded: Janice New
that the minutes of the meeting held on June 24th, 2021, be approved.
CARRIED.

4. **BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

5. **DELEGATIONS AND REPRESENTATIONS**

None.

6. **CORRESPONDENCE**

None.

7. **REPORTS**

- (a) The Contract Planner presented a discussion memo on:
- The role and responsibilities of the Advisory Planning Commission;
 - Public hearing process;
 - Legislation relating to official community plans and zoning bylaws;
 - OCP was a citizen driven plan;
 - Touched on other accomplishments of the Commission relating to signage and land use bylaws;
 - Guidelines for development permit and development variance permits;
 - Subdivision standards and servicing requirements;
 - Briefly reviewed the intent of the proposed revised zoning bylaw up for third reading on September 28th, 2021; and

- Provincial approvals are sometimes required when land is within Agricultural Land Reserve;
- Riparian Areas Regulations affects the development of lands within riparian designated lands; and
- The APC is a reviewing agency for council.

- (b)** The Contract Planner reviewed proposed amendments that would include the update of the subdivision, works and services bylaw that would be consistent with the new zoning bylaw and proposed road standards.
- (c)** The CAO and the Contract Planner reviewed developments that have occurred to date and the ones that are being proposed.

8. NEW BUSINESS

None.

9. NEXT MEETING DATE

October 28th, 2021, at 4:00 p.m.

10. ADJOURNMENT

No. APC.14/21
Adjournment

Moved: Bev Litster
Seconded: Janice New
that the meeting be adjourned at 4.58 p.m.

CARRIED.CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2021.

Chair