

Minutes of the **SPECIAL MEETING** of the **DISTRICT OF MISSION COUNCIL** held in the Training Room of Fire Station No. 1, 33330 – 7th Avenue, Mission, British Columbia, on Monday, April 10, 2017 commencing at 1:00 p.m.

Council Members Present: Mayor Randy Hawes
Councillor Pam Alexis
Councillor Carol Hamilton
Councillor Jim Hinds
Councillor Rhett Nicholson
Councillor Danny Plecas
Councillor Jenny Stevens

Staff Members Present: Ron Poole, Chief Administrative Officer
Mike Younie, Deputy Chief Administrative Officer
Kris Boland, Director of Finance
Hirod Gill, Manager of Engineering Planning and Design
Haylee Gould, Administrative Assistant
Jay Jackman, Manager of Development Engineering and
Projects
Tracy Kyle, Director of Engineering and Public Works
Rob Publow, Manager of Planning
Mike Rohde, Senior Building Inspector
Jennifer Russell, Deputy Corporate Officer
Maureen Sinclair, Director of Parks, Recreation and
Culture
Dan Sommer, Director of Development Services
Dale Unrau, Fire Chief

1. CALL TO ORDER

SC17/008
APR. 10/17

The meeting was called to order.

2. ADOPTION OF AGENDA

SC17/009
APR. 10/17

Moved by Councillor Plecas, seconded by Councillor Alexis, and
RESOLVED: That the April 10, 2017 Special Council Agenda be adopted.
CARRIED

3. NEW BUSINESS

SC17/010
APR. 10/17

Development and Subdivision Bylaw Update – Status Report

A report dated April 10, 2017 from the Manager of Engineering Planning and Design to update the status of the draft Development and Subdivision Control Bylaw was provided for Council's information. The Manager then gave a presentation on the current status of the bylaw, which included:

- the history of the redevelopment of the bylaw;
- an overview of the consultation process with stakeholders, which included inviting feedback from developers, builders, contractors, consulting engineers, and the Mission Regional Chamber of Commerce;
- a review of the bylaw by legal counsel in November, 2016;
- the goal to maintain a balance between the competing objectives of keeping costs low for the development community while meeting modern design standards to provide protection for the District and Mission residents; and
- an overview of the included schedules, forms and drawings.

Discussion ensued, with staff providing clarification on the following items:

- Development applications received prior to adoption of the draft bylaw will follow the requirements of the existing Subdivision Control Bylaw 1500-1985, however staff have been providing direction to developers to meet the new bylaw guidelines.
- The draft bylaw follows the Master Municipal Construction Documents Association (MMCDA) guidelines, which sets standard specifications for developments. The majority of other municipalities follow MMCDA guidelines.
- The warranty period on civil works is reduced from two years to one year, to meet industry standards. Landscaping works will continue to have a two-year warranty period.
- Shrubs are not ideal for boulevard landscaping, as they can become visual barriers for motorists and cyclists.
- The minimum Engineering Administration fee is set out in the Land Use Application Procedures and Fees Bylaw 3612-2003. Currently, the Engineering Administration Fee is 5% of the total cost of works, or \$2,531, whichever is greater.
- The existing bylaw was amended in the last few years to address roadway pavement thickness and mix design, to mitigate issues with erosion. The draft bylaw includes these new standards.
- Staff will be investigating a new tree retention policy after the completion of the Official Community Plan review.
- Developers have the option to provide cash-in-lieu of roadworks, which the District would collect for the construction of sidewalks and other works when more of the neighbourhood is developed.

Council discussed road width requirements, road allowances, parking restrictions, and the impact of secondary suites on parking and traffic.

Moved by Councillor Plecas, seconded by Councillor Stevens, and

RESOLVED: That the definition of a *Landscape Architect* in the draft Development and Subdivision Control Bylaw be amended by adding the words "or a competent landscaper, as approved by the Director of Parks, Recreation and Culture" after the words "C.18".

CARRIED

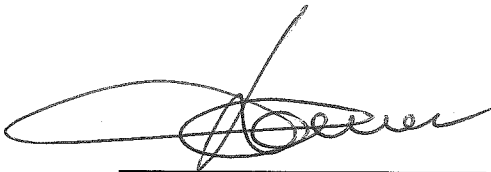
4. ADJOURNMENT

SC17/011
APR. 10/17

Moved by Councillor Plecas, seconded by Councillor Stevens, and
RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 3:01 p.m.



RANDY HAWES
MAYOR



JENNIFER RUSSELL
DEPUTY CORPORATE OFFICER