

City of Chilliwack
AFFORDABLE HOUSING AND DEVELOPMENT ADVISORY COMMITTEE
MINUTES OF MEETING
WEDNESDAY, FEBRUARY 24, 2021, 7:30 am
HELD ELECTRONICALLY

Council Members: Councillor Harv Westeringh, Chair
Councillor Bud Mercer, Vice Chair

AHDC Members: John Vander Hoek, Builder
Rob Kingma, Builder (CHBA)
Daryl Goshulak, Builder
Cassidy Silbernagel, OTG Developments
Andre Gagne, Civil Engineer
Allan Tunbridge, Surveyor
Bill Driesen, Purpose Built Rental Housing Sector

City Staff: Karen Stanton, Manager of Long Range Planning
Chris Crosman, D/CAO, Director of Development and Regulatory Services
Gillian Villeneuve, Manager of Development Planning
David Blain, Director of Planning and Engineering
Glen White, Manager of Land Development / Approving Officer
Garrett Schipper, Manager of Building and Regulatory Enforcement
Trish Alsip, Recording Secretary

Regrets: Kelly Lerigny, Real Estate
Doug Luteyn, Architect
Ed Van Tongeren, Builder

1. CALL TO ORDER

Councillor Westeringh was Chair and called the meeting to order at 7:30 am.

2. ADOPTION OF AGENDA

Moved /) That the Agenda for the Affordable Housing and Development Advisory Committee
Seconded (meeting of Wednesday, February 24, 2021 be adopted as circulated.

Carried unanimously

3. ADOPTION OF MINUTES

Moved /) That the Minutes for the Affordable Housing and Development Advisory Committee
Seconded (meeting of Wednesday, September 30, 2020 be adopted as circulated.

Carried unanimously

4. NEW BUSINESS**Text Amendment to R1-C (Urban Infill) Zone – Building Height RZ001476**

A staff report and memo was provided with respect to Council's direction to staff to prepare an amendment to the R1-C (Urban Infill) Zone to reduce the maximum building height for residential uses from 10m to 8.5m to limit new residential infill development on narrow lots to two storeys. Given the impact of the proposed amendment on the development community, feedback from the Affordable Housing and Development Advisory Committee is sought as part of the public input process.

The proposed amendment is anticipated to better integrate new development into the context, character, and pattern of existing neighbourhoods in keeping with the 2040 Official Community Plan (OCP) and Infill Development Policy goals and objectives.

There was some general discussion and the following recommendation was made:

Moved /) That the Affordable Housing and Development Advisory Committee supports the
Seconded (proposed text amendment to the R1-C (Urban Infill) Zone to reduce the maximum
 building height for residential uses from 10m to 8.5m.

Carried unanimously

5. PRESENTATION / DELEGATION**Development Approval Timelines – Review and Discussion**

A presentation and memo were provided regarding the City of Chilliwack's development approval timelines. The Development industry in Chilliwack has been very busy with no lulls in applications, resulting in staff in Planning, Building and Land Development not being able to keep up to previous timelines which have always been extremely timely.

Staff have looked at efficiencies and best practices and have compared our staffing levels to other communities. We have very efficient staff and processes, however, in order for the City of Chilliwack to provide a quicker turn-around time, we require additional staff. Development fees are comparatively very low and have not increased since 2013.

Staff are seeking input from the Affordable Housing and Development Committee regarding a strategy that would require minor development fee increases in order to fund additional staff in Planning, Building and Land Development and improve service delivery.

Staff provided comparisons with neighbouring municipalities with respect to the City of Chilliwack's Building Permit fees, Land Title and Survey fees, Subdivision Development fees, Planning fees, staffing comparisons and workload.

5. PRESENTATION / DELEGATION (continued)

Discussion ensued regarding the building permit process and whether the City of Chilliwack provides a checklist for developers; staff noted Residential Permit Checklists are available on the City of Chilliwack's website; a link for the checklist is provided below. Staff encouraged the committee members to request clarification at any time during the permit process. A query was raised with respect to resubmissions and whether changes to plans warrant applications to fall to the end of the queue; staff clarified what would and would not warrant a complete resubmission.

<https://www.chilliwack.com/main/page.cfm?id=1675>

Follow up comment was provided regarding how the proposed increases will affect the number of building inspectors; staff noted the intent of the increase is to provide more staff to serve the development needs. In 2015, the Building Act introduced standard qualification requirements for Building Officials; and as of March 1, 2021; an inspector cannot inspect over their level of certification. The City of Chilliwack has prepared well for the anticipated changes in the Building Act with respect to providing the proper training and education for the City of Chilliwack's building inspectors.

Recommendation:

Moved /) That the Affordable Housing and Development Advisory Committee support the
Seconded (proposed staffing and fee increase strategy.

Carried unanimously

6. OLD BUSINESS / ACTION ITEMS**7. INFORMATION****8. NEXT MEETING**

The next meeting of the Development Process and Affordable Housing Advisory Committee will be held on Wednesday, April 7, 2021.

9. ADJOURNEMENT

Moved/) There being no further business, the Affordable Housing and Development Advisory
Seconded (Committee meeting adjourned at 8:16 am.

Councillor Harv Westeringh, Chair