



# City of Port Moody

## Minutes

### Land Use Committee

Minutes of the meeting of the Land Use Committee held on Monday, January 11, 2021 via Zoom.

#### **Present**

Councillor Meghan Lahti, Chair  
Councillor Steven Milani, Vice-Chair  
Allan Fawley  
Haven Lurbiecki  
Hazel Mason  
David Stuart

#### **Absent**

Wilhelmina Martin

#### **In Attendance**

André Boel – City Planner  
Jennifer Mills – Committee Coordinator  
Kate Zanon – General Manager of Community Development

#### **1. Call to Order**

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The Chair called the meeting to order at 7:01pm.

The Chair welcomed Committee members and staff, and Committee members provided introductions and spoke about their background and experience.

#### **2. Adoption of Minutes**

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#### **Minutes**

2.1 There were no minutes to adopt.

#### **3. Unfinished Business**

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**Committee  
Orientation**

**4. New Business**

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**4.1 Presentation: City Planner and Committee Coordinator**

**Attachments:**

- a) Committee Orientation Manual, dated January 2020
- b) Land Use Committee – Terms of Reference, dated October 4, 2020

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The Committee Coordinator gave a presentation on the 2021 Committee Orientation.

The City Planner and the General Manager of Community Services provided an overview of the Land Use Committee Orientation memo and the Land Use Committee Terms of Reference, and the following was noted:

- there are three types of development approvals directly related to land use that can be referred to the Land Use Committee: Official Community Plan (OCP) amendments, zoning amendments, and Temporary Use Permits (TUP);
- the OCP amendments are reviewed at the earliest stage of development from a broad, high-level perspective and do not include specific building design details;
- the zoning amendments are reviewed when the proposal aligns with the OCP but requires an amendment to the zoning designation; these amendments provide technical information to help inform Council of the proposal and its associated impacts to the surrounding area;
- an approved OCP or zoning amendment typically result in a “land lift” which increases the land value based on the proposed changes and site improvements; it is important to consider the proposed community amenities with these types of amendments;
- the TUP are site-specific and are reviewed when an application is requesting to use the site for a use not currently permitted by the zoning bylaw;
- the Advisory Design Panel will review the detailed building design; the Land Use Committee’s comments would focus on land use, general features of the design, neighbourhood context, and OCP land use policies; and
- the Committee minutes will capture the different viewpoints of the discussions; the resolutions are critical for informing Council of the final decision and should include specific details regarding why the proposal was appropriate or not appropriate for the city.

The City Planner provided an overview of the Terms of Reference, Typical Multi-Family and Mixed-Use Review Process, and the Sustainability Report Card and the following was noted:

- the Land Use Committee will be involved in the application process immediately after submission of a complete detailed application;
- the Committee will only receive staff presentations; the applicants may attend the meeting as a member of the public;
- the Land Use Committee Terms of Reference outline the criteria to guide the review and discussion of applications and will focus on the applications fit with the OCP goals regarding land use and growth management; and
- the Sustainability Report Card can also be used when considering applications as it will provide additional information related to overall sustainability.

The Committee noted the following:

- the Committee composition currently includes two members from the Pleasantside area and could impact the review of proposals for that area; and
- an amendment to the Terms of Reference could be considered to adjust the membership composition to a representation by population and/or size ratio.

## 5. Information

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## 6. Adjournment

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The Chair adjourned the meeting at 7:59pm.



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Councillor Meghan Lahti,  
Chair



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Jennifer Mills,  
Committee Coordinator