Regional District Okanagan-Similkameen
Electoral Area ‘E’ Advisory Planning Commission

Monday, May 11th, 2015 @ 7:30pm
OAP Hall, 330 - 3rd Street, Naramata, B.C.
MINUTES

APC MEMBERS PRESENT  Bruce Clough, Chair, Electoral Area ‘E’ APC
David Kopp, Vice Chair
Judi Harvey
Heather Fleck
Tim Forty
Tom Hoenisch
Phil Janzen
Don Mancell

RECORDING SECRETARY  Heather Lemieux, via transcription

APC MEMBERS ABSENT  None

GUESTS  Karla Kozakevich, Area ‘E’ RDOS Director
Donna Butler, RDOS Development Services Manager
Rosemary Sirko

DELEGATES  Katherine Robbins, Applicant on behalf of Hollyhock Trust

CALL TO ORDER  @ 7:31 pm, Quorum Present.

1. ADOPTION OF AGENDA  Having received notification May 7th, 2015 from Sue Gibbons, RDOS that the Planning Development Committee of the RDOS has resolved not to initiate amendment to the OCP Bylaws in order to remove references to Health and Safety Inspections for TUP applications, under section 4. OTHER mislabeled subsection 5.1 was deleted. What was listed as 5.2 now became 4.1 (APC Bylaw No. 2339 5.1 ELECTION).

MOVED, SECONDED, and CARRIED

ADOPTION OF MINUTES  Bruce Clough, Chair called for ‘errors or omissions’ none heard. April 13th, 2015 Area ‘E’ APC minutes adopted.  MOVED, SECONDED, and CARRIED
2. DELEGATIONS

2.1 Minchau, David & Parker-Minchau, Ambyr for Temporary Use Permit Application E2015.028-TUP / E02286.020

2.2 Hollyhock Trust for Temporary Use Permit Application E2015.030-TUP / E00754.010

Katherine Robbins addressed the APC members and guests. A summary was heard on the history of the family property and discussion and questions ensued.

2.3 Partone, Lynda for Temporary Use Permit Application E2015.031-TUP / E00642.000

Christopher Garrish, RDOS Planning Supervisor, submitted email in clarification in relation to the TUP application submitted by Lynda Partone. The reference to the address is incorrect as being on Mill Road when this should read First Street. With regard to the parking situation (i.e. provision of only one (1) on-site parking space), which has primarily informed my recommendation against this proposal, Lynda Partone has subsequently advised that:

I propose instead to cut out a piece of my lattice-work fence on the north east corner of the property fronting First Street to provide a second parking spot on the property. This would be a more feasible and easier solution to your requirement of two (2) on-site parking spots. This work can be accomplished in early June of this year, when I am resident on the property. Please revise your report to reflect this accommodation to two fully on-site parking spaces. This work can be accomplished in about two days. I will be returning to the property on May 30th, 2015 and will immediately arrange for the work to be done.

2.4 Lighthall, T. Schuyler for Temporary Use Permit Application E2015.041-TUP / E00653.000

3. DEVELOPMENT APPLICATIONS

3.1 E2015.028-TUP – Temporary Use Permit Application E02286.020
Minchau, David & Parker-Minchau, Administrative Report submitted by Christopher Garrish, Planning Supervisor

It was then MOVED, SECONDED, and CARRIED in favour of the Administrative Recommendation THAT the APC recommends to the RDOS Board that the proposed Temporary Use Permit be approved.
3.2 E2015.030-TUP – Temporary Use Permit Application E00754.010
Hollyhock Trust, Administrative Report submitted by Christopher Garrish,
Planning Supervisor

It was then MOVED, SECONDED, and CARRIED in favour of OPTION 2, THAT the APC recommends to the RDOS Board that the proposed Temporary Use Permit be approved with the following conditions:

a) That the maximum accommodation of persons not exceed fourteen (14) and THAT both structures may be used for the said accommodation and THAT the APC recommends the term of the TUP be until December 31st, 2015.

3.3 E2015.031-TUP – Temporary Use Permit Application E00642.000
Partone, Lynda, Administrative Report submitted by Christopher Garrish,
Planning Supervisor

It was then MOVED, SECONDED, and CARRIED in favour of OPTION 2, THAT the APC recommends to the RDOS Board that the proposed Temporary Use Permit be approved with the following conditions:

a) THAT two (2) on-site parking spaces acceptable to the RDOS be provided before the TUP be granted.

b) THAT the APC recommends the TUP term be until December 31st, 2015.

c) The APC also voices concerns that the septic field is paving/bricked over, inhibiting evaporation.

3.4 E2015.041-TUP – Temporary Use Permit Application E00653.000
Lighthall, T. Schuyler, Administrative Report submitted by Christopher Garrish,
Planning Supervisor

It was then MOVED, SECONDED, and CARRIED in favour of the Administrative Recommendation THAT the APC recommends to the RDOS Board that the proposed Temporary Use Permit be approved until December 31st, 2015.

4. OTHER

4.1 APC Bylaw No. 2339 5.1 – Chair of the Commission Election of the Chair, Vice-Chair and Secretary (to be performed at the first meeting of each new year – Section 5.1; Bylaw No. 2339)
It was then **MOVED, SECONDED, and CARRIED THAT** the Area ‘E’ APC is in favour of continuing with Bruce Clough as Chair, David Kopp as Vice Chair and Heather Lemieux as Recording Secretary.

**NEXT MEETING**  
Monday, June 8th, 2015 @ 7:30pm, OAP Hall.

**5. ADJOURNMENT**  
**MOVED, SECONDED, and CARRIED** @ 9:00 pm

As per Section 5a of the APC Policy, the original copy of the APC Minutes are to be signed by the Commission Secretary or minute taker and the Chair, and this original copy is to be delivered to the RDOS for vault filing.