



STAFF REPORT

TO: Committee of the Whole **MEETING DATE:** January 23, 2018

FROM: Lesley-Ann Staats, Director of Planning **FILE NO:** 3220-Eaglecrest-464
Odete Pinho, Planning Consultant ZA-2017-01

SUBJECT: Revised Zoning Amendment (ZA-2017-01, DP-2017-09) design for 464 Eaglecrest Drive (Eagle View Heights)

RECOMMENDATIONS

THAT the staff report titled Revised Zoning Amendment (ZA-2017-01, DP-2017-09) design for 464 Eaglecrest Drive (Eagle View Heights) be received;

AND THAT Council request staff to report back on the results of the January 30, 2018 public information meeting.

PURPOSE

On December 4, 2017, staff received revised development concept plans for the proposed multi-family residential development at 464 Eaglecrest Drive, Gibsons.

The purpose of this report is to:

- update Council on the application and design revisions;
- report back on referral comments and traffic study findings received; and
- inform Council on an upcoming Public Information Meeting hosted by the applicant.

BACKGROUND

In 2017, Ankenman Marchand Architects applied on behalf of TCD Developments (Gibsons) Ltd. for amendments to the Official Community Plan (OCP) and Zoning Bylaw to allow 100 residential units and a multi-family form and character Development Permit on 464 Eaglecrest Drive.

On July 26, 2017, the following Resolutions were adopted by Council (progress of each Resolution is in brackets after the Resolution):

1. THAT Council request the applicant for 464 Eaglecrest Drive to provide a 3D computer model for the site and surrounding neighbourhoods to the north and to the east; *(Received December 15, 2017)*
2. THAT Council request the applicant and Town staff to prepare a public consultation meeting and collect written feedback regarding the 3D computer model and design for 464 Eaglecrest Drive; *(Public Information Meeting scheduled January 30, 2018)*
3. THAT Council request staff to refer the design and 3D model information back to the Advisory Planning Commission for specific recommendations regarding the criteria from Policy 9.3.5 for the requested OCP amendment; *(Referred to APC December 15, 2017)*
4. THAT Council request staff and the applicant to work on a mutually acceptable proposal for Council's consideration regarding Affordable Housing and Community Amenities as part of the requested Zoning Bylaw Amendment; *(Ongoing)*
5. THAT Council request that the applicant work with staff toward a revised design of the buildings for 464 Eaglecrest Drive with a more gradual transition in terms of number of storeys and/or setbacks at the north and east sides of the site in relation to the surrounding single family residential areas; *(Received revised design December 4, 2017)*
6. THAT Council request that the applicant revise the current architectural style of the buildings by making the design less urban in nature (for example by using pitched or sloping roofs); *(Received revised design December 4, 2017)*
7. THAT Council request the applicant provide additional information regarding the traffic impact in relation to existing traffic levels and route preferences, comparing existing levels and anticipated growth with the expected traffic resulting from the development proposal for 464 Eaglecrest Drive; *(Received Traffic Impact Study December 18, 2017)*
8. THAT Council encourage the applicant to revise and reduce the scope of development plans to fit within the current OCP land use designation of Low Density Residential 1. *(Received revised design December 4, 2017)*

SUMMARY OF REVISED APPLICATION

The applicant submitted revised design plans to the Town on December 4, 2017. The revised plans incorporate several changes to those reviewed by Council on July 26, 2017. The changes are summarized below:

- OCP amendment application is withdrawn as the revised design conforms to the Low Density Residential 1 OCP land use designation
- Change to Development Permit Area (DPA) – application to be reviewed under DPA8 (Intensive Residential)
- Zoning amendment from Single Family Residential Zone 1 (R-1) to a Comprehensive Development zone (CD) remains the same

- Previously requested 10-meter frontage expansion land swap has been withdrawn
- 87 residential units in four rows proposed instead of 100 residential units in three rows.

Row 1 (upper bench) – proposes four duplexes fronting Eaglecrest Drive providing eight residential units and up to 16 residential units if each unit constructs a secondary suite within it. The duplexes are two-stories high from Eaglecrest Drive, while the grade provides for a three-story height from the east elevation. The design mimics the existing massing, form, and character of the single-family homes across the street.

Rows 2 and 3 (middle bench) – proposes eight duplex-form apartment pods providing five to six residential units in each apartment pod totaling up to 47 residential units. The apartment pods are accessed from Eaglecrest Drive, via two internal strata roads. The apartment pods are 3-stories tall on the lower eastern slope.

Row 4 (lower bench) – proposes four six-unit duplex-form apartment pods accessed from the Stewart/Winn Road intersection. Underground parking to the lower bench residences is accessed via a car elevator to two levels of underground parking.

The following table provides a summary of the revised application:

Table 1: Summary of development application changes

Applications	Previous Submission, July 26, 2017	Revised Application, Updated Dec 4, 2017
Official Community Plan Amendment OCP-2017-01	Requested change from Low Density Residential 1 to Medium Density Residential that allows townhouses and 2-4 story apartments	OCP amendment application was withdrawn. Proposed to conform to Low Density Residential 1
Development Permit Area DP-2017-09	Multi-Unit Development Permit Area 4	Intensive Residential Development Permit Area 8 (for Cluster Residential zones)
Zoning Amendment ZA-2017-01	Single Family Residential Zone 1 to a Comprehensive Development Zone	Single Family Residential 1 to Comprehensive Development Zone
Design Changes		
Total Units proposed	100 residential units	87 residential units
Design	Three sections of housing following the terrain. Modern design appearance with clustered residences in apartment style.	Four sections of housing following the terrain. Increased diversity of materials, with duplex form and reduced overall building height.
Stewart Road Request for Land swap with Town	Requested 10m frontage extension and land swap with Town to sell and exchange the Stewart Road frontage. This would provide a lot size of 2.03 ha.	Not requested. Proposed development within existing property boundaries. This provides a lot size of 1.93 ha.
Stewart Road Access	Not clearly defined means for vehicle access with site grade.	Access to underground parking from lower bench homes via the use of a car elevator on site.

The proposal shown to Council in July 2017 (Figure 1) has been revised with buildings that are reduced in scale, height and in duplex-form (Figure 2).

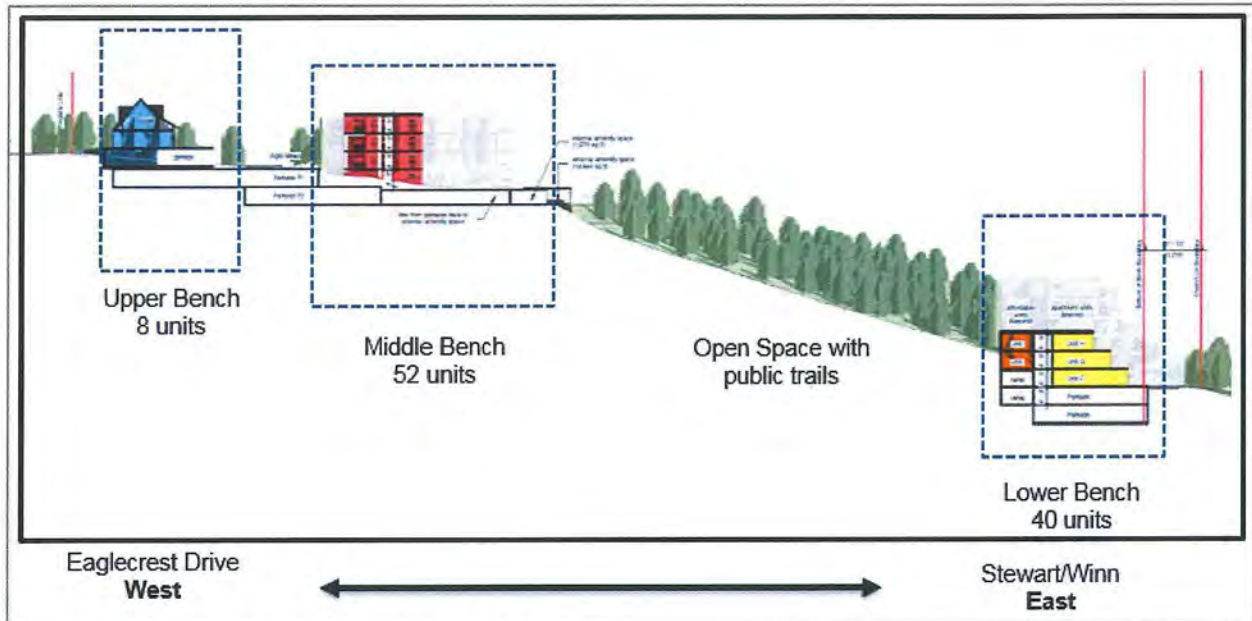


Figure 1: Cross section of site from July 2017 application

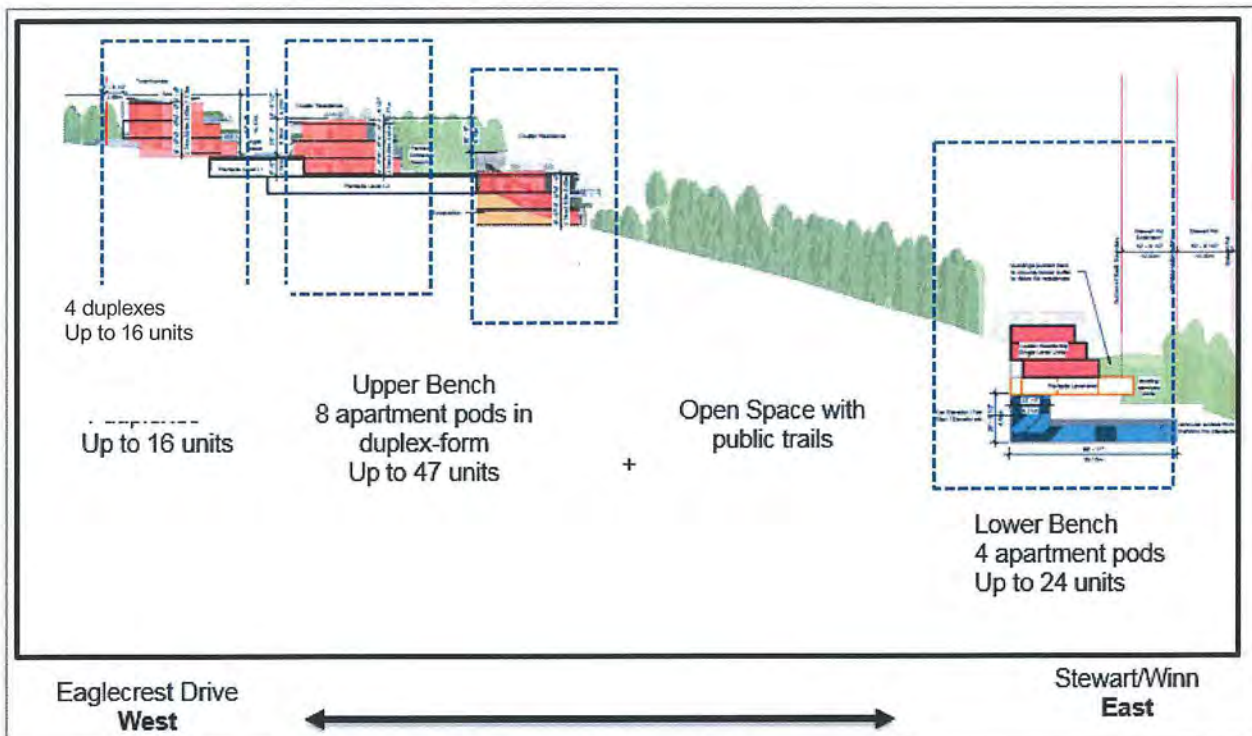


Figure 2: Cross section of site from revised (December 2017) application

OFFICIAL COMMUNITY PLAN – LOW DENSITY RESIDENTIAL 1

The revised submission was changed to fit with the current OCP designation of Low Density Residential 1, as directed by Council. The intent of this OCP designation is as follows:

To permit small lot single-detached dwellings, duplexes, cluster housing, or multi-unit housing in a single-detached building form with an FSR of 0.6 to a maximum FSR of 0.75 (generally 20 to 25 units per hectare).

The revised plans illustrate the design changes made with the intent of matching the surrounding character of the single-family residential neighborhood using a “single-detached building” form.

Floor Space Ratio (FSR) is the ratio resulting from dividing the total floor area of buildings by the land area of a site. The OCP designation allows for a significant volume through the FSR limits of 0.6 - 0.75. The proposed 87 units equate to a 0.72 FSR which is consistent with OCP guidelines.

ZONING BYLAW AMENDMENT

Existing Land Use Zone: Single Family Residential 1 (R-1)

Zoning Bylaw No. 1065, 2007 designates the site as Single-Family Residential Zone 1 (R-1). The R-1 zone allows, in addition to accessory uses, one single-family dwelling, a secondary suite, and a garden suite on lots greater than 750 m² in the garden suite designated areas.

The minimum permitted lot area for subdivision purposes is 700 m². With a total lot area of 1.93 hectares, without rezoning, the property has a buildout potential of 27 700 m² lots, with a house and a secondary suite, providing up to 54 dwelling units. *(Note this calculation is preliminary and doesn't consider limiting factors such as infrastructure service requirements.)*

Proposed Land Use Zone: Comprehensive Development (CD)

The applicant has requested to amend the zoning from the Single-Family Residential Zone 1 (R-1) to a Cluster Residential (RCL) Zone to permit a variety of building forms having a single-family character. However, the current RCL zone has setback, height, roof slope, and reduced second-floor area limitations, which do not fit the proposed development.

Staff recommends a Comprehensive Development Zone (CD Zone) as the most effective way to regulate the proposal, which could be based on the existing RCL zone. A CD zone would be tailored to the site, specifying building footprints, floor area, heights, number of units, setbacks, etc. The CD zone can divide the property into subareas and provide specific permitted uses, heights, and setbacks for each subarea.

To control the form and character of the buildings, a Development Permit (DPA 8 – Intensive Residential), defined in the OCP, is required.

Parking

Zoning Bylaw No. 1065, 2007 (Part 6) regulates off-street vehicle and bicycle parking and loading. The development proposes to exceed parking requirements for the proposed number of units. Development Permit guidelines for parking is discussed further below.

DEVELOPMENT PERMIT AREA 8 – INTENSIVE RESIDENTIAL

The property is located in a form and character Development Permit Area (DPA8) – Intensive Residential, as shown on OCP Schedule E, which applies to subdivision, construction of “cluster Residential” development, and Garden Suites. The OCP identifies that intensive residential development includes *“cluster development”, subdivision and/or construction of residential development in areas where the Zoning Bylaw (in the RCL zone and possible future other zones) allows for multiple dwelling units in a single-detached form on larger lots (typically 1000 m² and up)* (Smart Plan, DPA8, pg 132).

The application of cluster development guidelines to the proposed development has been applied for design guidance.

The guidelines for construction on cluster lots include the following elements (Smart Plan, DPA8, pg 134-138):

- Subdivision Guidelines
- General form and character
- Building Massing and Street Rhythm
- Relationship to Street
- Relationship to the Lane
- Relationship Between Buildings
- Solar orientation
- Other (solid waste management, private open space, views)
- Parking and Access
- Screening and Landscaping

The remainder of the report reviews the proposed design in relation to the form and character guidelines.

Subdivision Guidelines

The subdivision guidelines call for “retain(ing) existing trees, vegetation and other important natural features”....and furthermore to “retain a minimum of 30% of tree cover in the subdivision area where possible”. The lots should also consider solar orientation, pedestrian access pathways and provide a variety of housing types. The property is sloped toward the east and all homes are designed to capture eastward ocean views.

The revised plan proposes to retain the sloped portion of the property, located in the centre, as green space with existing trees and new native plantings, pathways, benches and constructed ponds for stormwater retention. The March 2017 plan proposed a lot coverage ratio of 42% (or green space retention area of 128,616 square feet). The revised plan proposes a lot coverage

The image is a detailed landscape plan for the University of North Carolina at Chapel Hill. It shows a large green area with various trees, walkways, and buildings. A central open space is highlighted as a future site for a new building. The plan is labeled "Landscape Plan as currently illustrated is conceptual only".

The following general form and character guidelines apply to construction on cluster lots:

- Development should promote a small town character by encouraging architecture, landscape design and environmental settings that respect the surrounding context
- Vary unit designs....no two adjacent dwellings should be alike.
- Multiple dwelling units should be built on each cluster lot. These may take the form of principle dwellings with additional dwelling units such as secondary suites, and Garden suites, duplexes, triplexes or fourplexes; or some combination of these forms.
- Reflect an environmentally-friendly (green) image through the design and exterior features of the development (in sites, retaining existing trees, natural features, infiltration, 'green' building features).

The revised plans have been adjusted to diversify the exterior materials used, separate larger apartment buildings into smaller duplex-form building pods, and reduce the overall massing appearance of dwellings through the mixing of materials and colours. The designs for the duplexes fronting Eaglecrest Drive show diverse materials and building articulation that reduces the appearance of building massing to more closely resemble single-family residential homes. The proposed materials include stone walls, hardi plank walls, and concrete planters.

Staff suggests that the revised design better fits with the neighbouring single-family residential context.

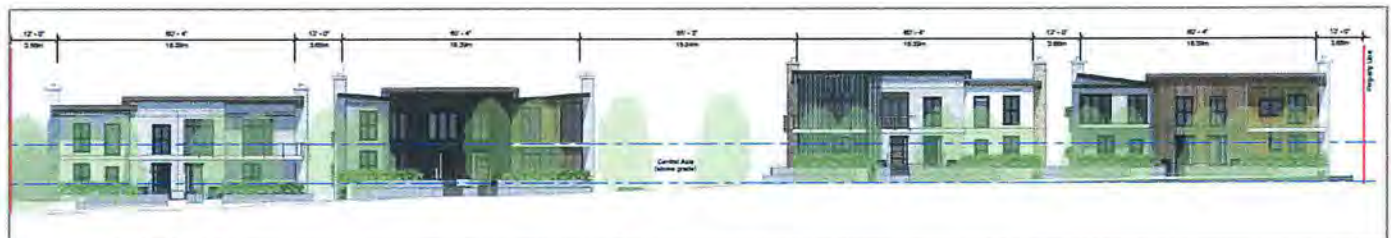


Figure 5: Revised design for townhomes facing Eaglecrest Drive.



Figure 6: Revised design for condominiums facing Inglis Mews (west elevation).

Building Massing and Street Rhythm

The following guidelines apply to scale, mass and form of buildings, with the intent of creating harmonious integration with surroundings:

- *Vary the exterior design of buildings facing a street or lane from those of similar buildings across the street and on adjacent properties, so that front elevation designs have significant variations in the disposition and articulation of design features.*
- *Mirroring nearby front elevation design alone is not an adequate variation.*

The revised development plans have significantly reduced the scale/height of buildings (from up to 6 stories on the lower bench east elevation to a maximum 3 stories). In addition, all dwellings are now organized as duplex form (rather than apartment building form), to allow for more separation and sightlines between buildings. The building materials have also added greater rhythm, interest in design and reduced massing appearance of the homes.



Figure 7: visual of revised plan at Eaglecrest Drive looking south

The proposed homes on the left of Figure 7 will be 2 stories from Eaglecrest Drive and 3 stories at the rear. It is proposed that residents will have pedestrian access to the units from Eaglecrest Drive and vehicular access to their dwellings from the rear.

Relationship to Street

The following 'relationship to the street' guidelines have been considered with the revised designs:

- *Buildings should be oriented to the street and should be designed to encourage natural surveillance of the street*
- *Residential buildings positioned at the rear of the property should have a clear and obvious approach from the street or lane*
- *Avoid long continuous façade frontage and respect the rhythm of the existing streetscape.*
- *Developments should create an incremental rhythm complementary to nearby residential areas by visually breaking massing of larger buildings into smaller individual components to express strong unit identity and to relate to the characteristic frontage of buildings in the area.*

- *Buildings containing more than 4 units should generally be avoided, taking the form of two or more separate buildings where more than 4 units are proposed.*
- *Roof pitches of at least 6 in 12 are encouraged.*

The reduced scale and relationship of proposed duplexes fronting Eaglecrest Drive is shown in Figure 8 above and is oriented toward the street. The two-story duplex form fronting Eaglecrest Drive avoids a long, continuous façade frontage, breaking the massing and respecting the rhythm of the existing streetscape.

A guideline is to “generally avoid” more than four units in a building. The developer proposes up to six units in the apartment pods, which exceeds the guideline. The applicant has attempted to mimic square footage and envelopes of larger dwellings in the area. The apartment building envelopes are similar in size to large dwellings in the area, only with more units within them. Staff suggests the proposal is reasonable.

The guideline also encourages roof pitches of 6 in 12 to mimic a residential character in its relationship to the street. The proposed residences all have flat or gabled/sloped roofs. The gabled/sloped roofs fronting Eaglecrest Drive are designed to limit the impacts on views. Flat green roofs are intended to enable neighbours along Oceanmount Boulevard to see over the dwellings to minimize view impacts, to create a ‘green’ foreground as part of the viewscape between upper levels of neighbours, and to assist with on-site stormwater retention. There is scope in the OCP to support green roofs for water retention and to mitigate urban heat island effect (OCP Policy 6.7.3).

The Stewart Road/Winn Road intersection (figure 8 below) provides access to the lower bench apartment pods. A pedestrian pathway connects to lower Gibsons and vehicles would use an underground parking access, serviced with car elevator to reach two stories of underground parking.



Figure 8: access from Stewart Road/Winn Road intersection

Relationship Between Buildings

The following 'relationship between buildings' guidelines have been applied to the revised designs:

- *Provide a clear distinction between private and public open space*
- *Dwelling units should be arranged on site to facilitate social interaction, build a sense of community and create neighbour-to-neighbour surveillance;*
- *Minimum building separations between units on the same site are preferred (and listed in the guidelines).*

Figure 9 shows a visual of Inglis Mews, a private road which proposes two parallel roads to Eaglecrest Drive. This image looks from the central entry road toward the east. The image shows the proposed private duplex homes. At the end of this road is a green roof/public plaza viewpoint, sited on top of a proposed 1055 ft² community amenity building with stairs leading down to access the amenity building. The amenity building is intended to serve as a community gathering place and facilitate social interaction. The building is a two-level mezzanine with an east-facing glass wall oriented to capture ocean views.



Figure 9: visual of Inglis Mews, overlooking east above amenity building

The buildings are built into the gradient of the slope, and underneath the buildings are two stories of underground parking. On the downslope portion of the upper bench, the height of apartment pods will be 3 stories. Each residential building is to be serviced by its own elevator.

All buildings have been separated into duplex form pods with a minimum 12-foot (3.66-metre) separation between buildings.



Figure 10: middle apartment pod and community amenity building with a glass wall facing eastward toward the ocean

Solar orientation & Other Features

The following solar orientation guidelines apply:

- Building orientation and massing should ensure that a majority of primary living spaces receive direct sunlight for the daylight hours at equinox
- Where possible, buildings should not be located in positions that will result in substantial shading of the private open space of adjacent units.

The site is steeply sloped to the east. As such all units will be oriented to capture the eastern ocean views. This will be the primary window orientation for all homes. With the revised building duplex form and minimum 12-foot spacing between buildings, each unit will be a corner unit with windows on three sides to permit better access to natural sunlight.



Figure 11: Elevation from Charman Creek lands

Figure 11 shows 3 levels of residences stepping down eastward to follow the existing site topography. All homes are oriented to capture views and solar orientation to the east.

Screening, Landscaping & Other

The landscape plan is conceptual only (see Figure 4 site plan). Detailed landscape plans will be required in the Development Permit process. A landscape estimate and bonding for works will be required by the Town prior to development permit issuance.

In addition, the following guidelines are recommended:

- *Garbage and recycling collection and storage*
- *Provide a yard or roof terrace for each unit to create usable private open space, in a highly accessible location. Failing this, a large balcony for each unit should be provided. This open space should be partially screened to provide privacy from neighbours.*
- *Provide a variety of views, ensuring that distant and close up views of outdoor spaces are provided wherever possible.*

The underground parking areas are shown with an upper and lower bench level loading area and collection areas for garbage and recycling.

The residences are all designed with substantial east facing decks and patios oriented to the east ocean views. These open spaces are shown on all building levels to maximize private outdoor spaces.

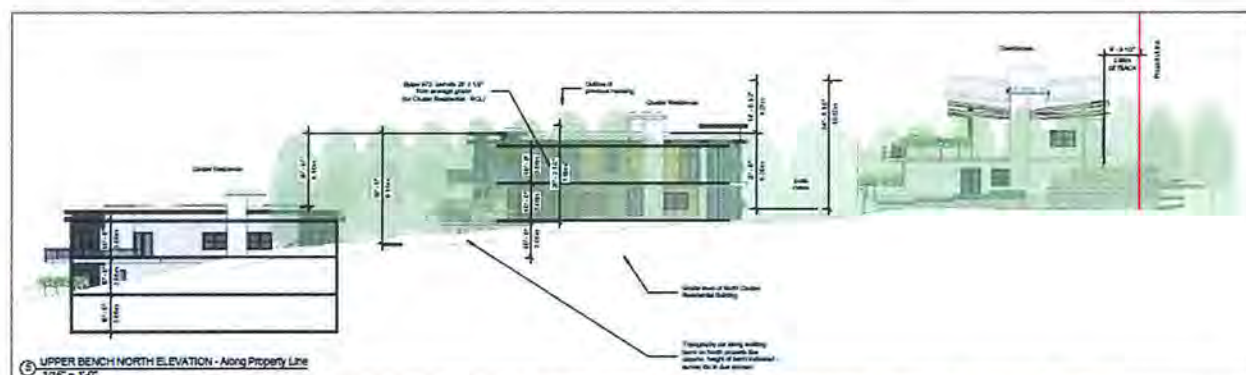


Figure 12: shows a render of the northern portion of the townhouses and condominiums on the upper bench

Figure 12 shows that from the northern portion of the property, the scale of the buildings has reduced significantly from the previously proposed design (initially 5 stories, now 3 stories on eastern hill slope).

The developer intends to construct a retaining wall and/or stepped planters and lightwells to retain an existing berm on the northern boundary of the property to screen the development, as requested by neighbours. The developer also noted that a tree survey will be conducted to the existing berm, to accurately assess the extent of the screening. Vegetation on this berm and landscaping will be required as part of the Development Permit process.

Parking and Access

The following parking and access guidelines apply to cluster residential:

- A walking path providing direct access to the principal dwelling unit should be clearly visible from the street.
- All buildings should be sited to provide for safe fire access to all units.
- All parking spaces should access the site via a single, share driveway and/or directly from a public lane.
- Parking pads and garages should be located to the rear or side of the dwelling unit(s) wherever possible, and always where there is access from a rear lane.
- Vehicular access from the street is strongly discouraged unless a property is not served by a lane or is subject to prohibitively steep grades.

The buildings are designed to follow the gradient of the slope with four tiers of development and two levels of underground parking. Vehicle access to the duplexes fronting Eaglecrest Drive and Inglis Mews apartments is from one shared entrance road, connecting to two internal strata roads. Parking for the townhouses will be by a two-car garage on the downslope portion of the property. All other residences will access two levels of underground parking via a shared entrance. Each residential building is to be serviced by its own internal unit elevator.

Access from the rear of the property was previously not clear for the lower bench apartments. The revised plan proposes vehicle access from the Steward Road/Winn Road intersection with car elevator access for two underground parkade levels.

A pedestrian pathway is proposed to connect to lower Gibsons through the Inglis Trail network on the neighbouring Charman Creek lands.

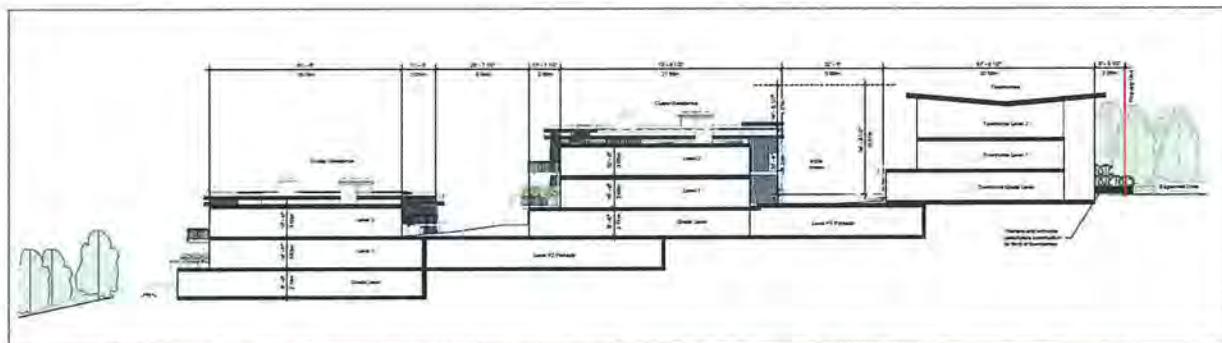


Figure 13: Cross-section of the upper bench duplexes and apartments with two levels of underground parking.

Figure 13 shows that from grade the property is 3 stories high, with 2 stories of parking underground.

Figures 14 and 15 show close up elements of the proposed lower apartment vehicular access from Stewart/Winn Road. The slope at this section of the property grades in two directions, with the southeast corner of the lot at the lowest elevation. The gradient rises from the south to the

north and therefore the Architects have developed a design which proposes a car entrance and car elevator to access the underground parkade.

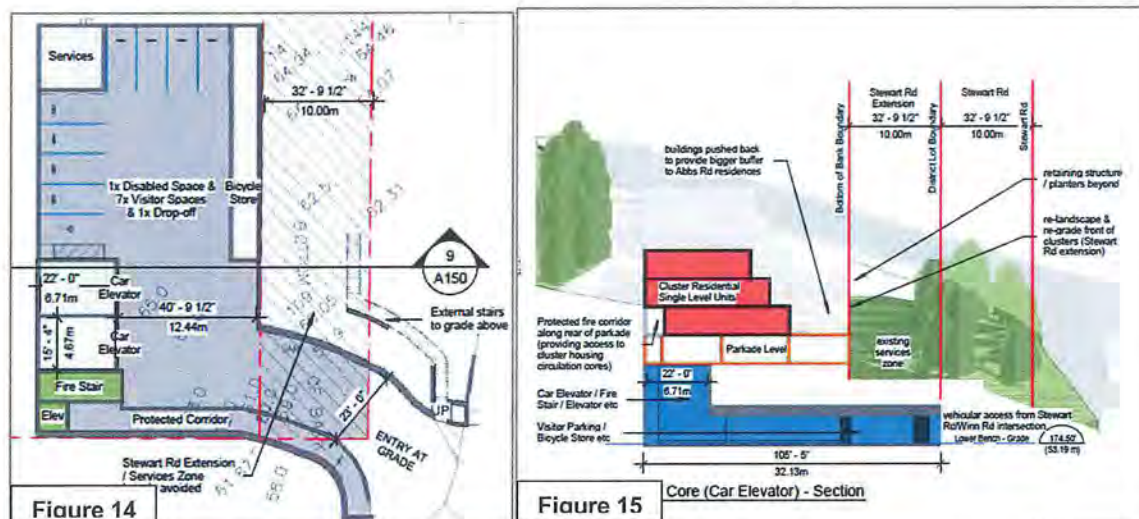


Figure 14: proposed lower apartment vehicular access from Stewart/Winn Road

Figure 15: a cross-section lower bench underground parking, proposed access from Stewart/ Winn Road, and detail on the parkade entry/car elevator area

In addition to vehicular access, the Architects have provided front doors to the lower units along the Stewart Road to allow residents to walk out their dwellings to lower Gibsons. The site plan (Figure 4) shows connecting walking paths proposed in the conceptual landscape plan.

REFERRAL COMMENTS

In early December, staff referred the revised application to internal departments, the Ministry of Transportation and Infrastructure (MOTI), and the Advisory Planning Commission (APC) for comments.

Internal departments are still reviewing the application. Staff will incorporate comments in a future report to Council. MOTI noted that their interests are unaffected by the proposal.

The APC reviewed the application three times, in December 2016, May 2017, and most recently with the revisions on December 15, 2017. Minutes of the December 15, 2017, meeting are attached to the report. The following recommendation was made:

THAT the Advisory Planning Commission believes the new design addresses the direction from Council and most of the concerns raised in Andre Boel's report to Council, and better fits the Development Permit Area No. 8 Design Guidelines and maximizes the greenspace on the site.

The APC concluded that the new design fits within the context of DPA8 and appreciated the retention of green space on the site.

TRAFFIC IMPACT REPORT

Creative Transportation Solutions (CTS) Ltd, prepared a Traffic Impact Study for the proposed development, submitted to the Town on December 18, 2017. The report examined traffic impact for Friday afternoon peak hour, when traffic volumes are at their highest (due to commuters heading home, local shopping and influx of weekend visitors). The study found that the maximum volume of vehicles forecasted is 50 vehicle trips during the weekday afternoon peak hour. The upper site is expected to generate 36 vehicles using the Eaglecrest Drive access and 14 vehicles are estimated using the Stewart Road/ Winn Road access, during weekday afternoon peak hour. CTS concluded that "the site generated traffic volumes for the site are negligible and any traffic impacts associated with this development would be localized to just the site access." (pg. 8).

The report recommends one geometric improvement to the intersection of Eaglecrest Drive and Inglis Road, for the purpose of splitting the site traffic volumes using Eaglecrest Drive and Inglis Road. A curb bulb-out is recommended to be constructed in both the northwest quadrant and the northeast quadrant for the following reasons:

- *A narrowing of the cross-section of Eaglecrest Drive will deter some motorists from using Eaglecrest Drive to access or egress the site as it reduces the vehicle capacity of that roadway; and*
- *The narrowing of the cross-section of Eaglecrest Drive also reduces the width of the crosswalk for pedestrians wishing to cross Eaglecrest Drive, which will reduce the exposure of pedestrians to vehicles.*

Based on the findings of the CTS report, two additional upgrades are proposed. Improvements noted to the geometric Road improvements (noted above) and the following pathway connections:

1. A crosswalk with sidewalk letdowns and curb bulb-outs be constructed on the north side of Eaglecrest Drive to link the site to the existing neighbourhood pedestrian network; and
2. A sidewalk will need to be connected from the site at the lower bench to the existing sidewalk on Winn Road at Abbs Road to link the site to the pedestrian network of Lower Gibsons.

These improvements would be required to be provided by the developer, as part of the site servicing upgrades.

AFFORDABLE HOUSING AND COMMUNITY AMENITIES

The *Town's Affordable Housing and Community Amenities Policy 3.14* is intended to enable Council to request, as part of any new residential rezoning, funds towards or the provision of community amenities and affordable housing.

Residential rezoning applications that result in the creation of 10 or more residential lots or multi-family housing units are encouraged to either provide community amenities on or off-site or contribute to the community amenity reserve fund.

The previous application for 100 units included 14 affordable housing units proposed for the lower bench area. The revised plan the reduces the number of units to 87 and affordable units are no longer included.

Staff continues to work with the applicant to reach a mutually acceptable proposal for Council's consideration regarding Affordable Housing and Community Amenities.

UPCOMING PUBLIC INFORMATION MEETING – JANUARY 30, 2018

A developer-hosted Public Information Meeting will be held on January 30th, 2018, from 4:00 pm to 7:00 pm at the Gibsons Public Market, 473 Gower Point Road. The applicant will show revised plans, a 3D computer model, and collect written feedback from the public. Staff will attend and report back to Council with feedback on the Public Information Meeting.

NEXT STEPS

Staff and the applicant continue to work on the proposal and review, specifically on the following key items:

- Public Information Meeting and Feedback
- Internal Town Departments Review
- Affordable Housing and Community Amenities Proposal
- Review Landscape Plan (to be submitted by client for Development Permit review)
- Zoning amendment bylaw drafting

Table 2: Summary of Process Milestones

Process for OCP and Zoning Amendments and Development Permit	Date	Status to date
Pre-application meetings	Prior to March 21, 2017	Complete
Pre-application Advisory Planning Commission	December 2016	Complete
Applicant's Information Meeting / Workshop	March 1, 2017	Complete
Submission of Application	March 21, 2017	Complete
Referral to internal and external agencies	March 31, 2017	Under review
Application to Advisory Planning Commission	May 19, 2017	Complete
Staff report to Committee of the Whole	July 26, 2017	Complete
Revised internal and external referrals	December 11, 2017	In process
Revised referral to Advisory Planning Commission	December 15, 2017	Complete

Process for OCP and Zoning Amendments and Development Permit	Date	Status to date
Staff report update to Council	January 23, 2018	In process
Public Information Meeting	January 30, 2018	Pending
Finalized Design Submission		
Review of Affordable Housing / Community Amenities		
Endorsement of Form and Character		
Draft Bylaws to Council		
First and Second Reading of Bylaws Setting of Public Hearing Date		
Public Hearing		
Third Reading		
Registration of Covenants		
Adoption of Bylaws		
Authorization of Development Permit for Form and Character		

RECOMMENDATIONS / ALTERNATIVES

Staff's recommendations are listed on page 1. Individual recommendations could be left out if Council feels they are not warranted.

Additionally, Council could consider requesting additional information on design, road access or other matters.

Respectfully Submitted,



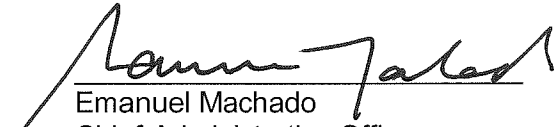
Lesley-Ann Staats, MCIP, RPP
Director of Planning



Odete Pinho, MCIP, RPP
Planning Consultant

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

I have reviewed the report and support the recommendation(s).


Emanuel Machado
Chief Administrative Officer

Attachments

1. 464 Eaglecrest Drive (Eagle View Heights) APC Drawing Package, dated December 4, 2017
2. Advisory Planning Commission Minutes, from meeting held on December 15, 2017
3. Traffic Impact Study, CTS Creative Transportation Solutions Ltd., dated December 12, 2017