

ADVISORY LAND USE PLANNING COMMISSION MINUTES

Minutes for the Advisory Land Use Planning Commission of the Village of Pemberton held Thursday, May 30, 2019 at 6:00 pm at 7400 Prospect Street.

IN ATTENDANCE: Sarah Allen (Chair)
Kristina Salin
Allison Twiss
Bob Adams
Kevin Clark

REGRETS: Richard Nott

STAFF IN ATTENDANCE: Lisa Pedrini, Manager of Development Services
Gwendolyn Kennedy, Building & Planning Clerk (minutes)

PUBLIC IN ATTENDANCE: 1 (Applicant's Agent)

1. ORIENTATION

2. CALL TO ORDER

At 6:28 p.m. the meeting was called to order.

3. APPROVAL OF AGENDA

Moved/Seconded

THAT the agenda be approved as circulated.

CARRIED

4. ADOPTION OF MINUTES

Moved/Seconded

THAT the minutes of Advisory Land Use Planning Commission meeting held May 3, 2018 be adopted as circulated.

CARRIED

5. TEMPORARY USE PERMIT – TUP009 – 1394 Portage Road – Food Truck

Lisa Pedrini, Manager of Development Services, presented the application for a food truck to be located at 1394 Portage Road. Ms. Pedrini noted that although the use "Food Truck"

was added to Zoning Bylaw No. 832, 2018 as a permitted use in the Town Centre Commercial (C-1) Zone, the property, adjacent to a restaurant and to residential properties of Tiyata, is zoned CD-5 and a food truck is not a permitted use in this zone.

In addition to acquiring a Temporary Use Permit, the property owner will need to obtain a Mobile/Temporary Vendor Business Licence and comply with the regulations of Business Licence Bylaw No. 842, 2018. The Village currently allows a maximum of five (5) Temporary/Mobile Vendor Business Licences annually and two (2) have been issued to date in 2019.

Ms. Pedrini introduced Andrew Terret, Architect and Agent for the property owner, to provide more detail regarding the application. Mr. Terret explained that the property owner plans to develop this property and the neighboring property (Pony/Bike Co.) in the future and that rather than leave the lot empty until this time, is seeking permission to operate a food truck selling coffee, tea and packaged foods on the property.

Discussion focused on landscaping, screening of portable toilets, traffic and parking, and the potential impact of this business on neighboring businesses.

Moved/Seconded

THAT the Advisory Land Use Planning Commission (ALUC) recommends to Council that the Temporary Use Permit application TUP009 for a coffee truck to be located at 1394 Portage Road be supported with the following conditions:

- a) that a traffic circulation and parking plan be prepared and submitted by a professional transportation engineer to the satisfaction of Staff;
- b) that a landscape plan be prepared and submitted by a professional landscape architect to the satisfaction of Staff;
- c) that if portable toilets are used to meet the requirement for provision of washroom facilities under Part 14 of Village of Pemberton Business Licence Bylaw No. 842, 2018, a minimum of two (2) portable toilets be available for customer use and each portable toilet be:
 - i. surrounded by a lockable enclosure to prevent vandalism;
 - ii. maintained at a schedule frequent enough to prevent noxious odours; and
 - iii. screened from surrounding streets and businesses by suitable placement of landscaping.
- b) that the permit be only issued for a maximum of one (1) year to test the use at this location, with the potential to renew for a period up to three (3) years with Council approval;

- c) that the applicant provide Council with the proposed hours and seasonal dates of operation;
- d) that comments be sought from, at a minimum, adjacent businesses, the Pemberton and District Chamber of Commerce and Tourism Pemberton; and
- e) that the landscaping site plan be referred to the Advisory Design Review Commission for review.

CARRIED

6. NEXT MEETING

Future meetings will be scheduled for the third Monday of each month as needed.

7. ADJOURNMENT

At 7:34 p.m. the meeting was adjourned.

Sarah Allen, Chair