



**University Endowment Lands  
Minutes from the  
ADVISORY DESIGN PANEL MEETING  
Tuesday, April 9, 2013**

Minutes from the University Endowment Lands (UEL) Advisory Design Panel (ADP) meeting held **Tuesday, April 9, 2013 at 4:00 p.m.** in the UEL Public Works meeting room, located in the UEL Public Works Yard at 5495 Chancellor Boulevard, Vancouver, BC.

**Professional Members Present:**

Allan Diamond, Architect  
John Keen, Architect  
Roberto Pacheco, Architect  
Damon Oriente, Landscape Architect  
Donna Rodman, Landscape Architect

**Area Neighbourhood Panellists Present:**

Dave Forsyth, Area A  
Stuart Smith, Area A  
Jaymie Ho, Area B  
Michael Karton, Area B

**UEL Staff Present:**

Marie Engelbert, Manager  
Trisha Kaplan, Planning Consultant  
Pat Kereiff, Office Administrator

**1.0 Call to Order**

Damon Oriente, Chair, called the meeting to order at 4:10 pm.

**2.0 Introduction of ADP Members and UEL Staff**

Introduction of ADP panel members and UEL staff was done.

**3.0 Adoption of the Agenda**

Moved, Seconded and Carried

That the agenda for the Advisory Design Panel meeting of April 9, 2013 be adopted as presented.

**4.0 Adoption of the Minutes of the Advisory Design Panel Meeting of**

Moved, Seconded and Carried

That the minutes of the Advisory Design Panel meeting held January 8, 2013 be approved as presented.

**4.0 Proposed UEL Bylaw Amendment - Application Fees for Changes of Land Use District**

**4.1 Overview by Marie Engelbert, UEL Manager**

Marie Engelbert provided a presentation regarding rezoning charges, amendment to the UEL Land Use, Building and Community Administration bylaw (the Bylaw).

Marie advised that bylaw changes are a decision of the Minister and comments from the CAC and ADP are for the Minister's consideration. Marie reviewed:

- the bylaw amendment process for input from the CAC and the ADP
- an outline of the existing fees for rezoning
- issues with the current fee
- practices in other jurisdictions

- an outline of, and rationale for, the proposed amendment to the Bylaw
- next steps in the amendment process.

#### 4.2 Panel Discussion

Advisory Design Panel discussion included:

- possible administrative impacts of the proposed approach;
- protection of UEL taxpayer while remaining fair to applicants;
- applicant's expectations in relation to fees paid;
- a view that the UEL should not pay for the costs associated with developments;
- the need for fees to be adjusted to reflect inflation over time;
- the UEL's in-house costs of processing an application;
- comparison of other municipalities rezoning fees;
- requirement for an initial payment by the applicant upon submission of an application;
- that application fees are non-refundable;
- a suggestion to adopt the City of Vancouver's fee approach;
- suggestions that the application fee could be a percentage of development value, associated with the value or complexity of the work or, based on the type of rezoning application (single family, multi-family);
- that Bylaw wording should reflect that the proposed fee will be in effect for future costs associated with all applications, new and ongoing, from the time the fee change is introduced.

#### 4.3 Comments on the Proposed Amendment

Moved, Seconded and Carried

That the University Endowment Lands Advisory Design Panel supports the proposed bylaw amendments for recovery of external costs incurred during the rezoning process.

All present were in favour.

It was noted that a range of views were expressed on the proposed processing fee of \$1,500, with the general view that this was too low. Panel members were encouraged to write the UEL Manager to express their views on this, or any other aspect of the proposals.

#### 5.0 Elections of Advisory Design Panel Chair, Vice-Chair and Secretary

Moved, Seconded and Carried

That elections for the Advisory Design Panel Chair, Vice-Chair and Secretary be postponed to the next meeting of the Advisory Design Panel and that until that time, Damon Oriente continue as Chair and John Keen continue as Secretary.

#### 6.0 Meeting Adjournment 6:14 pm



Damon Oriente, Chair,  
Advisory Design Panel



John Keen, Recording Secretary,  
Advisory Design Panel