



**CULTUS LAKE PARK BOARD
VILLAGE CENTER PLANNING AND DEVELOPMENT
COMMITTEE MEETING AGENDA**

FRIDAY, DECEMBER 1, 2023

8:00 AM

CULTUS LAKE PARK OFFICE BOARDROOM
4165 COLUMBIA VALLEY HIGHWAY, CULTUS LAKE, BC

(1) CALL TO ORDER

(2) APPROVAL OF AGENDA

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- (a) ***THAT** the Cultus Lake Park Board Village Center Planning and Development Committee approve the Agenda for the Meeting of December 1, 2023; and*

***THAT** all delegations, reports, correspondence and other information set to the Agenda be received.*

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(3) APPROVAL OF COMMITTEE MINUTES

- Village Center Planning and Development Committee Meeting minutes dated November 3, 2023.

The Village Center Planning and Development Committee Meeting minutes dated November 3, 2023, were approved by the committee members electronically via email.

(4) CORRESPONDENCE

(5) NEW BUSINESS

- (a) **Urban Systems Ltd. Conceptual Designs – Cultus Lake Park Village Centre Plan**

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- (b) **Cultus Lake Park Village Centre Plan Draft Developer Discussion Topics**

- Urban Systems Ltd. Draft Discussion Questions for Developer Engagement

- (c) **Next Steps / Timeline**

(6) REPORTS BY STAFF

(7) PUBLIC QUESTION PERIOD

(8) ADJOURNMENT

***THAT** the Cultus Lake Park Board Village Center Planning and Development Committee Meeting held December 1, 2023, be adjourned.*



CULTUS LAKE PARK BOARD
VILLAGE CENTER PLANNING AND DEVELOPMENT COMMITTEE
MEETING MINUTES

FRIDAY, NOVEMBER 3, 2023
CULTUS LAKE PARK OFFICE BOARDROOM
4165 COLUMBIA VALLEY HIGHWAY, CULTUS LAKE, BC

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| Present Committee Members | Commissioner K. Dzaman – Chair Commissioner J. Beesley – Vice Chair B. Shears K. Mendonca G. Campbell E. Vance P. Vander Helm B. Van den Brink K. Kirsten – Via Zoom |
| Staff | Chief Administrative Officer – J. Lamb – Via Zoom Administrative Assistant, Communications & Events Coordinator – A. Warmerdam |
| Board Members | Commissioner E. Jartved Commissioner D. Bauer – Via Zoom |
| Guest Speakers | S. Lahey, Urban Systems, Community Planner – Via Zoom J.P. Raulot-Lapointe, Urban Systems, Senior Consultant – Via Zoom |
| Regrets | C. Rogozinski |

(1) CALL TO ORDER

The Chair called the meeting to order at 8:02 am and acknowledged that we are gathered on the traditional, ancestral and unceded traditional territory of the Th'ewa'li First Nations. We are grateful for the hospitality to live, work and play on these lands.

(2) APPROVAL OF AGENDA

Moved by: G. Campbell Seconded by: B. Vanden Brink

THAT the Cultus Lake Park Board Village Center Planning and Development Committee approve the Agenda for the Meeting of November 3, 2023; and

THAT all delegations, reports, correspondence and other information set to the Agenda be received.

CARRIED

(3) APPROVAL OF COMMITTEE MINUTES

Moved by: B. Shears Seconded by: K. Mendonca

- (a) ***THAT*** the Cultus Lake Park Board Village Center Planning and Development Committee approve the Minutes for the Meeting of September 28, 2023.

CARRIED

(4) CORRESPONDENCE

(5) NEW BUSINESS

(a) **Urban Systems Ltd. Conceptual Designs – Cultus Lake Park Village Centre Plan**

- Low Apartment Scenario
- Low Mixed Density Scenario
- Medium Density Scenario
- High Density Scenario

Representatives from Urban Systems Ltd. reviewed the development principles that they utilized to draft the conceptual designs included in the agenda as follows:

- All wood frame construction;
- no more than six (6) storey buildings;
- no single detached homes;
- average unit size of 750 sq. ft.;
- retail space facing Columbia Valley Highway;
- accommodates new and existing retail space;
- residential parking will be below grade or tucked under;
- commercial parking at surface; and
- greenspace integrated.

Representatives from Urban Systems Ltd. noted that the two (2) dimensional renderings provide the opportunity for flexibility to relocate buildings within the area mapped out and noted that the designs are not firm.

P. Vander Helm arrived at 8:24 am.

The committee reviewed and rejected the two (2) dimensional renderings provided by Urban Systems Ltd. and requested that the concepts be redesigned to better reflect the feedback gathered through public consultation.

The updated concepts will be presented at the next committee meeting for review and approval prior to sharing with developers based on the following key focuses:

- Remove the high density concept;
- include the option to utilize the area of the Public Works yard;
- relocate the community green space to a more predominant location that is public facing;
- relocate parking to a less visible area of the development;
- restrict the building height to four (4) storeys;

- locate taller buildings to the rear of the development;
- relocate buildings further back from the roadway to incorporate more greenspace;
- adjust the blocks representing buildings to reflect flow between spaces and access to potential trails;
- include pathways that reflect access to the Cultus Lake Golf Club and Sunnyside Campground; and
- include a disclaimer at the bottom of the designs to note that the illustrations are only reflective of potential density options.

(b) **Cultus Lake Park Village Centre Plan Draft Developer Discussion Topics**

- Urban Systems Ltd. Draft Discussion Questions for Developer Engagement

Representatives of Urban Systems Ltd. reviewed the draft discussion questions for developer engagement and noted that these would be used to review density scenarios to gauge interest of the concepts based on potential risk and financial viability. They will provide developers the past public consultation documents, guiding principles, revised two (2) dimensional concepts and questions following review and approval from the committee at the next meeting.

(c) **Next Steps / Timeline**

The committee will review the updated two (2) dimensional concepts and draft developer questions at the next committee meeting.

The committee meeting minutes will be completed, circulated, and approved by the committee electronically, and will be included on the next Board meeting agenda for November 15, 2023.

(6) REPORTS BY STAFF

(7) PUBLIC QUESTION PERIOD

Commissioner Jartved noted her recommendations for the location of the community center, inclusion of townhouse options for potential buyers looking to downsize and noted the potential constraints on moving forward with a smaller density option. She added that her recommendations for the Village Centre Plan are aligned with the committee's feedback noted above of the two (2) dimensional concepts.

(8) ADJOURNMENT

Moved by: K. Mendonca Seconded by: G. Campbell

THAT the Cultus Lake Park Board Village Center Planning and Development Committee meeting held on November 3, 2023, be adjourned at 9:12 am.

CARRIED

Next meeting date and time: Friday, December 1, 2023, at 8:00 am.

Draft Discussion Questions for Developer Engagement

The Village Centre is an opportunity to develop a gateway project for the community. What elements do you envision incorporating into the development to create a sense of place?

Which of the three density scenarios resonate most with you? How do you envision accommodating density on the site?

The community has noted the importance of prioritizing small and local businesses. What type and size of retail space do you envision for this site and community?

A preliminary geotechnical study is in the works to explore parking options. What are your preferences for on-site parking in this location? What about commercial parking?

The community has been vocal about incorporating community amenities, gathering spaces, and non-vehicular connections on the site. How would you see these elements incorporated into a development?