



A NOTICE OF A BUSINESS MEETING OF **THE DENMAN ISLAND LOCAL TRUST COMMITTEE**  
to be held at 10:30 AM on Tuesday, December 11, 2012 at the Denman Seniors Hall,  
1111 Northwest Road, Denman Island, BC

## AGENDA

|      |                                                                                                                                                                                                                                                  | <b>Page<br/>No.</b> | <b>*Approx.<br/>Time*</b> |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|---------------------------|
| 1.   | <b>CALL TO ORDER</b>                                                                                                                                                                                                                             |                     | 10:30 am                  |
| 2.   | <b>APPROVAL OF AGENDA</b>                                                                                                                                                                                                                        |                     |                           |
| 3.   | <b>CHAIR'S REPORT</b>                                                                                                                                                                                                                            |                     |                           |
| 4.   | <b>TRUSTEES' REPORT</b>                                                                                                                                                                                                                          |                     |                           |
| 5.   | <b>MINUTES</b>                                                                                                                                                                                                                                   |                     | 10:45 am                  |
| 5.1  | Local Trust Committee Meeting Minutes of November 6, 2012 – <i>attached for information</i>                                                                                                                                                      | 1-11                |                           |
| 5.2  | Section 26 Resolutions Without Meeting - <i>none</i>                                                                                                                                                                                             |                     |                           |
| 5.3  | Denman Island Advisory Planning Commission Minutes - <i>none</i>                                                                                                                                                                                 |                     |                           |
| 5.4  | Denman Island Marine Advisory Planning Commission Minutes - <i>none</i>                                                                                                                                                                          |                     |                           |
| 6.   | <b>BUSINESS ARISING FROM MINUTES</b>                                                                                                                                                                                                             |                     |                           |
| 6.1  | Follow-up Action List dated November 29, 2012 - <i>attached</i>                                                                                                                                                                                  | 12-14               |                           |
| 7.   | <b>APPLICATIONS AND PERMITS</b>                                                                                                                                                                                                                  |                     |                           |
| 8.   | <b>DELEGATIONS</b>                                                                                                                                                                                                                               |                     |                           |
| 9.   | <b>TOWN HALL DISCUSSION</b>                                                                                                                                                                                                                      |                     | 11:00 am                  |
| 10.  | <b>CORRESPONDENCE</b><br><i>Correspondence specific to an active development application and/or project will be received by the Denman Island Local Trust Committee when that application and/or project is on the agenda for consideration.</i> |                     |                           |
| 10.1 | Denman <i>WORKS!</i> – Petition regarding Visitor Services Bylaw Amendments - <i>attached</i>                                                                                                                                                    | 15-30               | 11:10 am                  |
| 10.2 | Letter dated October 24, 2012 from Kris Christensen regarding Short Term Rental - <i>attached</i>                                                                                                                                                | 31-32               |                           |

|            |                                                                                                                                                                                                                                                                                                               |       |          |
|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|----------|
| <b>11.</b> | <b>REPORTS</b>                                                                                                                                                                                                                                                                                                |       |          |
| 11.1       | <b>Work Program</b><br>Top Priorities Report and Projects Report dated November 29, 2012 - <i>attached</i>                                                                                                                                                                                                    | 33-34 |          |
| 11.2       | <b>Applications Log</b><br>Report dated November 29, 2012 - <i>attached</i>                                                                                                                                                                                                                                   | 35-39 |          |
| 11.3       | <b>Trustee and Local Expenses</b><br>Expenses posted to November 30, 2012- <i>attached</i>                                                                                                                                                                                                                    | 40    |          |
| <b>12.</b> | <b>LOCAL TRUST COMMITTEE PROJECTS</b>                                                                                                                                                                                                                                                                         |       | 11:20 am |
| 12.1       | Denman Island Farm Plan<br>Memorandum dated November 29, 2012 - <i>attached</i>                                                                                                                                                                                                                               | 41-42 |          |
| 12.2       | Review of Development Permit Area No. 4: Streams, Lakes and Wetlands<br>Staff Report dated November 28, 2012 - <i>attached</i>                                                                                                                                                                                | 43-57 |          |
| <b>13.</b> | <b>NEW BUSINESS</b>                                                                                                                                                                                                                                                                                           |       |          |
| 13.1       | Advisory Planning Commission Membership<br>Staff Report dated November 29, 2012 - <i>attached</i>                                                                                                                                                                                                             | 58-59 |          |
| <b>14.</b> | <b>BYLAWS</b>                                                                                                                                                                                                                                                                                                 |       |          |
| <b>15.</b> | <b>CLOSED MEETING:</b> The Denman Island Local Trust Committee closes the next part of the December 11, 2012 business meeting to discuss matters pursuant to Section 90(1)(d) of the <i>Community Charter</i> to consider adoption of Closed Meeting Minutes and that Staff be invited to attend this meeting |       | 12:00 pm |
| <b>16.</b> | <b>RECALL TO ORDER</b><br>Rise and Report from Closed Meeting                                                                                                                                                                                                                                                 |       |          |
| <b>17.</b> | <b>ISLANDS TRUST WEBSITE</b>                                                                                                                                                                                                                                                                                  |       |          |
| 17.1       | Denman Page - <i>attached</i>                                                                                                                                                                                                                                                                                 | 60-61 |          |
| <b>18.</b> | <b>NEXT MEETING DATE</b><br>Tuesday, January 22, 2013 at 10:30 am at The Denman Seniors Centre, 1111 Northwest Road, Denman Island, BC                                                                                                                                                                        |       |          |
| <b>19.</b> | <b>TOWN HALL DISCUSSION – <i>time permitting</i></b>                                                                                                                                                                                                                                                          |       |          |
| <b>20.</b> | <b>ADJOURNMENT</b>                                                                                                                                                                                                                                                                                            |       | 12:30 pm |

\*Approximate time is provided for the convenience of the public only and is subject to change without notice.

**DRAFT**

**MINUTES OF THE DENMAN ISLAND LOCAL TRUST COMMITTEE  
BUSINESS MEETING  
HELD AT 10:30 AM ON TUESDAY, NOVEMBER 6, 2012  
AT THE DENMAN SENIORS HALL  
1111 NORTHWEST ROAD, DENMAN ISLAND, BC**

**PRESENT:**

|                  |                                  |
|------------------|----------------------------------|
| Peter Luckham    | Chair                            |
| Laura Busheikin  | Local Trustee                    |
| David Graham     | Local Trustee                    |
| Courtney Simpson | Acting Regional Planning Manager |
| Vicky Bockman    | Recorder                         |

There were sixteen (16) members of the public in attendance.

**1. CALL TO ORDER**

Chair Luckham called the meeting to order at 10:40 am. He welcomed the public and acknowledged that the meeting is being held in traditional territory of the Coast Salish First Nations.

**2. APPROVAL OF AGENDA**

The agenda was adopted by consensus with the following amendments:

- Add item 10.5: Letter dated November 5, 2012 from Association for Denman Island Marine Stewards
- Add item 13.3: Late Rise and Report from Previous Meeting

Dan Stoneman submitted a late written submission requesting it be included on the agenda, however; Chair Luckham declined due to the lateness of the submission.

**3. CHAIR'S REPORT**

Chair Luckham reported that he recently attended a meeting of the Financial Planning Committee to begin the process of budget preparation for the next fiscal year and that there will be another meeting next week to continue the work. Chair Luckham announced, on behalf of the Trust Fund Board, that there is a new Nature Reserve on Denman Island that has been created by a section 99 subdivision, and expressed gratitude to Kal Holsti and Marilyn Wan for their donation which protects the section of Valens Brook that runs through the property.

**4. TRUSTEES' REPORT**

**Trustee Graham** expressed his appreciation to Trustee Busheikin who held most of the on island Trustee Office Hours since the last meeting. He reported that he did attend the Denman WORKS! visitor accommodation bylaw forum and found it to be an

interesting meeting. He indicated that he looks forward to carrying on the conversation with the broader community.

**Trustee Busheikin** commented that she enjoyed the on island Trustee Office Hours that she held during the last month. She noted that she also attended the visitor accommodation forum and found it to be informative. She reported that she attended a meeting initiated by the Comox Valley Regional District that included representatives from Denman and Hornby Islands and the RCMP to discuss police matters. She advised that the importance of communications between the RCMP and the Denman Island community was conveyed at that meeting. She noted that she was pleased to see advocacy letters from the Trust Council Chair regarding the proposed coal mine and aquaculture industry, topics of particular interest to Denman Islanders.

## **5. MINUTES**

### *5.1 Local Trust Committee Meeting Minutes of October 2, 2012*

The minutes were adopted by consensus as presented with the following amendments:

- Page 3, item 6.2, first line: replace “water” with “marine”
- Page 4, fourth paragraph, first bullet: replace “by a Trustee” with “by Trustee Busheikin”

### *5.2 Section 26 Resolutions Without Meeting Log dated October 29, 2012*

The Section 26 Resolutions Without Meeting Log dated October 29, 2012 was reviewed.

### *5.3 Denman Island Advisory Planning Commission Minutes – None.*

### *5.4 Denman Agriculture Plan Steering Committee Draft Minutes dated September 18, 2012*

The draft minutes dated September 18, 2012 were received. Committee members thanked the Steering Committee members for the work that they have done.

### *5.5 Denman Island Marine Advisory Planning Commission Draft Minutes – None.*

## **6. BUSINESS ARISING FROM MINUTES**

### *6.1 Follow-up Action List dated October 29, 2012*

Acting Regional Planning Manager Simpson provided updates to the Follow-Up Action List dated September 20, 2012 and responded to questions.

6.2 *Association of Vancouver Island and Coastal Communities Aquaculture Working Group*

Acting Regional Planning Manager Simpson provided a verbal update on her participation as the Islands Trust representative in the Association of Vancouver Island and Coastal Communities Aquaculture Working Group. She reported that the group is in the preliminary stage of creating terms of reference. She advised that she will report back after the next meeting with more information on the scope of the work and the possibility of addressing management practices in the aquaculture industry through the work of this group.

It was suggested that it might be useful for this agenda item to be a standing item on future agendas so that regular updates can be provided.

7. **APPLICATIONS AND PERMITS**

7.1 *DE-DP-2012.1 (Comox Valley Regional District – Water Tanks in Bill Mee Park for Fire Fighting Purposes)*

7.1.1 *Memorandum dated October 26, 2012 regarding Sponsorship of Application Fee*

Acting Regional Planning Manager Simpson summarized the memorandum which outlines the request being made for Executive Committee sponsorship of the application fee for installation of two water tanks in Bill Mee Park for firefighting purposes.

**Don Luckett**, speaking on behalf of the Comox Valley Regional District and Denman Island Fire Rescue Department, thanked the Islands Trust and Trustee Graham for their consideration and timely action on the request. He confirmed that the applicant is the Comox Valley Regional District and clarified that the application fee submitted with the application has been taken from the Denman Island Fire Rescue Department budget.

**DE-070-2012**

It was **MOVED** and **SECONDED** that the Denman Island Local Trust Committee request the Executive Committee to sponsor the Development Permit/Siting and Use Permit application fee for the Comox Valley Regional District to install two water tanks in Bill Mee Park for firefighting purposes.

**CARRIED**

7.1.2 *Staff Report dated October 26, 2012*

Acting Regional Planning Manager Simpson presented the staff report proposing the installation of two above ground water tanks for firefighting purposes at Bill Mee Community Recreation Park and Boat Ramp.

**DE-071-2012**

It was **MOVED** and **SECONDED** that the Denman Island Local Trust Committee issue the permit for DE-DP-2012.1 (Comox Valley Regional District).

**CARRIED**

Before the vote, Trustee Graham indicated that he supported the application after careful review of the information provided. He added that having these tanks for fire control on the south side of Denman Island is an important benefit for the island.

## **8. DELEGATIONS**

*Edina Johnston for Association for Denman Island Marine Stewards*

**Edina Johnston**, on behalf of the Association for Denman Island Marine Stewards, spoke regarding the marine environment today. She expressed concern on issues including seaweed harvesting ventures; necessary improvement in aquaculture industry practices; expansion of the aquaculture industry in Baynes Sound; negative effect of seawalls and the absence of bylaws to prohibit them; the lack of action on the third Top Priority in the list; and advocacy limitations. She presented her notes for the record.

**Liz Johnston**, on behalf of the Association for Denman Island Marine Stewards, thanked the Local Trust Committee for the letter to the Comox Valley Regional District as resolved at the October 2, 2012 meeting, however, advised that she had requested the letter be sent to other agencies as well. She asked that the letter be sent to Fisheries and Oceans Canada, the Ministry of Environment and appropriate British Columbia ministries.

In response the following points were raised:

- the Ministry of Agriculture is issuing permits to harvest seaweed specific to a particular invasive species that has died and blown ashore;
- permits to harvest seaweed are not referred to Islands Trust or any local governments for comment, however, the pursuit of this objective might be considered for any future proposals;
- results of research currently being conducted on this topic at the University of Victoria might be useful in determining next steps for the future.

**DE-072-2012**

It was **MOVED** and **SECONDED** that the Denman Island Local Trust Committee request staff to ask the Ministry of Agriculture to include the Denman Island Local Trust Committee in any application for seaweed harvesting in the Denman Island Local Trust Committee area.

**CARRIED**

Acting Regional Planning Manager Simpson suggested that issues relating to seaweed harvesting and related effect of equipment and driving on the foreshore could become a part of the work on the Top Priorities List. She advised that funds are currently available and discussions are being conducted

to hire a consultant to assist with the priority item related to the impacts of aquaculture on the marine environment. Committee members determined that a second letter to other agencies similar to the one provided in response to the October 2, 2012 resolution would be warranted.

**DE-073-2012**

It was **MOVED** and **SECONDED** that the Denman Island Local Trust Committee instruct staff to write a letter or email to agencies that deal with shellfish aquaculture requesting that when engaging in planning and consultation they invite the Association of Denman Island Marine Stewards to participate.

**CARRIED**

**9. TOWN HALL DISCUSSION**

**Simon Palmer** – presented a paper describing Denman Housing Association, a recently formed not-for-profit organization with the purpose of providing affordable housing on Denman Island. He advised that seed funding is being sought through Canada Mortgage and Housing Corporation to assist with the project and asked for Local Trust Committee support in principal and an endorsement to forward with the funding application.

**Dean Ellis** – noted that the hazard mapping of Komas Bluffs was on the work agenda at one time and asked if it is still there.

Acting Regional Planning Manager Simpson responded that it is not currently on the Work Program and was taken off due to budget constraints.

**Harlene Holm** – expressed general support with the definition of dwelling unit, affordable housing in the Denman Community Land Trust Association draft bylaw, emphasizing that the 30% rate of income is critical to the definition. She expressed concern that if the “30% of tenant’s or purchaser’s income maximum monthly rental rate or purchase price” is unpegged it could have a significant, negative impact on people needing affordable housing.

**Graham Brazier**- spoke on behalf of Denman Opposes Coal. He disagreed with the position that the Islands Trust is taking regarding the seabed jurisdiction issue based on a confidential legal opinion. He stated that the Denman Opposes Coal submission to the Local Trust Committee and Trust Council presented legal precedents supporting the case for Islands Trust jurisdiction of the seabed. He considered the letter writing advocacy effort by the Trust Council to be inadequate and he opposed the decision to not gather baseline information on the seabed. He questioned whether the seabed jurisdiction issue had been fully understood at Trust Council.

Trustees responded that the seabed zoning issue as presented at Trust Council had been understood, and added that the Islands Trust does not have the resources or staff to undertake the scope of science-based sampling of the seabed that would be necessary to create an acceptable baseline study.

**Edina Johnston** – commented that the harvesting of the invasive species of seaweed collects non-invasive species as a byproduct of the process and remarked that all seaweeds are beneficial for the marine environment, providing insulation and protection for forage fish who spawn in that area all year around. She added that seaweed harvesting requires driving over soft beach areas where forage fish are spawning to get to the hard beaches.

*By consensus the meeting was recessed at 11:49 am and reconvened at 12:09 pm.*

**By consensus** the agenda was amended as follows:

- Add item 18: Closed Meeting
- Move item 13.3 to a new item 19: Rise and Report
- Renumber Adjournment to item 20

Committee members addressed the request for endorsement from the Denman Housing Association.

**DE-074-2012** It was **MOVED** and **SECONDED** that the Denman Island Local Trust Committee support the Denman Housing Association's application to the Canada Mortgage and Housing Corporation for seed funding to explore affordable housing options on Denman Island.

**CARRIED**

The Trustees noted for the record that the Denman Island Local Trust Committee's support in the previous motion is not an indication of approval of any future application.

**DE-075-2012** It was **MOVED** and **SECONDED** that the Denman Island Local Trust Committee request Trustee Graham to write a letter to the Denman Housing Association regarding its support for affordable housing from the Chair.

**CARRIED**

## **10. CORRESPONDENCE**

**10.1** *Email dated October 17, 2012 from Edina Johnston regarding Marine Environment Issues*

The email from Edina Johnston dated October 17, 2012 was received.

**10.2** *Petition from Hornby Denman Tourist Services Society regarding Support for Amendment of Bylaw 186 signed by Marion Cobb*

The petition signed by Marion Cobb was received.

Trustee Graham gave the petition from Hornby Denman Tourist Services Society, which includes 230 signatures, to staff and confirmed that it will be received on a future agenda.



- 10.3 *Petition from Hornby Denman Tourist Services Society regarding Support for Amendment of Bylaw 186 signed by Oliver Cobb*

The petition signed by Oliver Cobb was received.

- 10.4 *Email dated October 23, 2012 from Morley McKeachie regarding Bylaw 186*

This item was deferred until later in the agenda and was considered in conjunction with the discussion at item 12.1.

- 10.5 *Letter dated November 5, 2012 from Association for Denman Island Marine Stewards*

The letter from the Association for Denman Island Marine Stewards dated November 5, 2012 was received.

## **11. REPORTS**

- 11.1 *Strategic Plan for Local Trust Committees*

*Received for information.*

- 11.2 *Work Program*

*Top Priorities Report and Projects Report dated October 29, 2012*

Acting Regional Planning Manager Simpson presented the Top Priorities report. She reported that it is likely that a consultant will be engaged to work on Top Priority No. 3 related to impacts of aquaculture on the marine environment, and confirmed that the Local Trust Committee can expect a preliminary report on that item at the January 22, 2013 meeting.

- 11.3 *Applications Log*

*Report dated October 29, 2012*

Acting Regional Planning Manager Simpson indicated that there were no updates to the Applications Log and responded to questions that arose.

Chair Luckham commented that Richard Bullock, Chair of the Agricultural Land Commission, will be at the Trust Council meeting in December on Salt Spring Island. He noted that Chair Bullock has expressed his desire to strengthen agriculture activities and to keep the land protected.

- 11.4 *Trustee and Local Expenses*

*Expenses posted to October 31, 2012*

The expenses posted to October 31, 2012 were received for information.

**LOCAL TRUST COMMITTEE PROJECTS**

**12.1** *Denman Island Farm Plan*  
*Staff Report dated October 22, 2012*

Acting Regional Planning Manager Simpson summarized the staff report which outlines changes to the draft Plan and provides recommendations for implementation steps. She explained that further edits to the Plan could be made, however funding would need to be released from the Local Trust Committee expense budget for that work.

Trustee Graham recognized the Steering Committee for the work done on the Farm Plan. He advised that he had small edits to recommend that do not change the substance of the report. Trustee Busheikin provided an update that affects the Vancouver Island Health Authority reference to funding on page 78 of the Plan.

**DE-076-2012**

It was **MOVED** and **SECONDED** that the Denman Island Local Trust Committee forward Trustee Graham's suggested edits to the Denman Island Farm Plan consultant for consideration and that funds be released from the Local Trust Committee expense budget accordingly to a maximum of \$200.00

**CARRIED**

It was noted that endorsement of the Plan after the changes have been completed can occur by Resolution Without Meeting.

Trustee Busheikin offered to announce the completion of the Farm Plan in a future Trustee Notebook article in the Flagstone and it was confirmed that this would be useful and not in conflict with the press release that will be written by staff.

Discussion followed on Farm Plan related items and included the following points:

- it was suggested that creation of a new Agriculture Advisory Planning Commission be deferred until the final version of the Farm Plan has been endorsed;
- the proposed Agriculture Advisory Planning Commission might be referred the work on reviewing the Official Community Plan and Land Use Bylaw to explore recommendations made in the Farm Plan;
- the proposed Agriculture Advisory Planning Commission and recommended Implementation Body might overlap in some manner;
- removing the Farm Plan from the No. 1 position in Top Priorities was considered.

**DE-077-2012**

It was **MOVED** and **SECONDED** that the Denman Island Local Trust Committee amend its Top Priorities List by removing item No. 1, Agriculture Plan.

**CARRIED**

Discussion followed on consideration of an addition to the Top Priorities List and it was noted that the lack of secure housing on Denman Island is a high priority. It was suggested that visitor accommodation, secondary cottages and suites, and issues of density are closely related and might be combined into one work item.

**DE-078-2012**

It was **MOVED** and **SECONDED** that the Denman Island Local Trust Committee:

- add "Review of Housing Policies E.1 with respect to secondary cottages and suites in residential designations" to the Top Priority List No. 3; and
- add in Activity column: "consider the potential use of secondary dwelling units for affordable, caregiver, special needs, elder housing and visitor accommodation."

**CARRIED**

**DE-079-2012**

It was **MOVED** and **SECONDED** that the Denman Island Local Trust Committee move "Review of OCP section C3 with a view to addressing the impacts of shellfish farming on the natural marine environment and residential properties, and review of associated LUB regulations" to No. 1.

**CARRIED**

**DE-080-2012**

It was **MOVED** and **SECONDED** that the Denman Island Local Trust Committee removes the last two items on the Projects List.

**CARRIED**

The email dated October 23, 2012 from Morley McKeachie regarding Bylaw No. 186, included in the agenda as item 10.4, was discussed. The email requested the extension of the suspension of enforcement of the overnight stay provisions of Bylaw No.186.

Acting Regional Planning Manager Simpson and Trustees noted that visitor accommodation housing is now on the Top Priorities List and suggested that a resolution extending the expiration of the standing resolution might be considered.

**DE-081-2012**

It was **MOVED** and **SECONDED** that the Denman Island Local Trust Committee renew the Standing Resolution No. DE-041-2012 to be extended until December 31, 2013.

**CARRIED**

### **13. NEW BUSINESS**

*13.1 Green Shores/ Integrated Watershed and Shoreline Mapping Workshops  
Memorandum dated October 22, 2012*

Acting Regional Planning Manager Simpson reported that funding is available to engage expert consultants for public outreach and education workshops using the completed shoreline mapping products, to increase awareness of shoreline issues and to determine an implementation strategy for each individual Local Trust Area. She requested input to gauge interest in participation, acknowledging that the short timeline might warrant support for the workshop if the deadline could be extended to February 28, 2013.

**DE-082-2012**

It was **MOVED** and **SECONDED** that the Denman Island Local Trust Committee instructs staff to move forward in organizing a public education/consultation event through the Green Shores program in early 2013 if possible.

**CARRIED**

*13.2 Denman WORKS! Forum on Visitor Accommodation Bylaws*

*13.2.1 Visitor Accommodation Bylaw Meeting Notes*

Received for information.

*13.2.2 Forum Notes*

Received for information.

**14. BYLAWS – None.**

**15. ISLANDS TRUST WEBSITE**

*15.1 Denman Page*

The following change was requested to the website:

- Add a link to the Natural Drainage Area map

**16. NEXT MEETING DATE**

The next meeting of the Denman Island Local Trust Committee will take place on Tuesday, December 11, 2012 at 10:30 am at The Denman Seniors Centre, 1111 Northwest Road, Denman Island, BC..

**17. TOWN HALL DISCUSSION – time permitting**

**Simon Palmer** – thanked the Local Trust Committee for providing the endorsement for the Denman Housing Association report and support in review of visitor accommodation and ancillary uses.

**Liz Johnston** – thanked the Local Trust Committee for its consideration of marine issues.

**18. CLOSED MEETING**

**DE-083-2012**

It was **MOVED** and **SECONDED** that the Denman Island Local Trust Committee meeting be closed to the public in accordance with the *Community Charter* Part 4, Division 3, Section 90(1) (f) law enforcement and (g) litigation; and that the recorder and staff attend the meeting.

**CARRIED**

*Chair Luckham recessed the meeting at 1:18 pm to hold an in-camera meeting and reconvened in open meeting at 1:35 pm to rise and report.*

**19. RISE AND REPORT**

The Denman Island Local Trust Committee reported on the following motion passed at the Denman Island Local Trust Committee meeting of April 3, 2012:

That the Denman Island Local Trust Committee resolve to authorize legal action against DANIEL J. STONEMAN and DEBRA M. STONEMAN, owners of property at 2600 Swan Road, Denman Island legally described as Lot A, Section 23, Denman Island, Nanaimo District, Plan VIP74719, to require them to conform to the Denman Island Land Use Bylaw No. 186 by either removing all structures in the setback from the sea and all structures that are in a development permit area without benefit of a permit or by acquiring a development permit and completing the conditions of the permit.

**19. ADJOURNMENT**

Chair Luckham adjourned the meeting at 1:37 pm.

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Recorder

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Chair



# Islands Trust

## Follow Up Action Report w/ Target Date

### Denman Island Sep-12-2011

| No. | Activity                                                                                                                          | Responsibility   | Target Date | Status   |
|-----|-----------------------------------------------------------------------------------------------------------------------------------|------------------|-------------|----------|
| 1   | Reschedule the meeting with the K'omoks First Nation. Meeting to be separate from Hornby LTC, but on same day and directly after. | Courtney Simpson | Oct-25-2011 | On Going |

### May-01-2012

| No. | Activity                                                            | Responsibility   | Target Date | Status |
|-----|---------------------------------------------------------------------|------------------|-------------|--------|
| 1   | Post link to 2011 annual report, when published, to Denman webpage. | Courtney Simpson | Jun-05-2012 | Done   |

### May-02-2012

| No. | Activity                                                                                                                                                | Responsibility   | Target Date | Status   |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------|----------|
| 1   | Staff to provide report on bylaw enforcement mechanisms to: a) remove predator netting; b) ban driving on the foreshore; and c) ban beach modification. | Courtney Simpson | Jul-17-2012 | On Going |

### Jun-05-2012

| No. | Activity                                                                                                 | Responsibility   | Target Date | Status   |
|-----|----------------------------------------------------------------------------------------------------------|------------------|-------------|----------|
| 1   | Invite BC Shellfish Growers Association to the to-be-scheduled meeting with DFO and ILMB on aquaculture. | Courtney Simpson | Jul-17-2012 | On Going |

Oct 2, 2012 update: wait until staff has attended first working group meeting to provide more info to LTC.

|   |                                                                                                                                                                                                    |                  |             |          |
|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------|----------|
| 1 | Add "Discussion of Bylaw Enforcement" to the Denman Island Local Trust Committee business meeting in 18 months time (December, 2013) possibly to coincide with a discussion on affordable housing. | Courtney Simpson | Dec-01-2013 | On Going |
|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------|----------|

## Jul-17-2012

| No. | Activity        | Responsibility                | Target Date | Status |
|-----|-----------------|-------------------------------|-------------|--------|
| 1   | Draft DAI bylaw | Chloe Fox<br>Courtney Simpson | Oct-02-2012 | Done   |

## Oct-02-2012

| No. | Activity                                                                                                                                                                                                                                                                                           | Responsibility   | Target Date | Status   |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------|----------|
| 1   | In the definition of "dwelling unit, affordable housing" in draft bylaw 204, clarify that "purchase price" refers to a monthly financed price and is called an "installment" or "payment". Also consider adding Imperial measurements in brackets (need to check for consistency with base bylaw). | Courtney Simpson | Nov-06-2012 | On Going |
| 1   | Explore variations on the definition of dwelling unit, affordable housing as it pertains to DE-RZ-2011.1 with a view to making it more general.                                                                                                                                                    | Courtney Simpson | Nov-21-2012 | On Going |
| 1   | For draft bylaw 204, clarify meaning of "including sale of products produced on site". And, under 1 (c), insert comma after "2.8". And, in schedule revise boundary of new zone to match that of recent survey.                                                                                    | Courtney Simpson | Nov-21-2012 | On Going |

## Nov-06-2012

| No. | Activity                                                                                                                                                                                 | Responsibility   | Target Date | Status   |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------|----------|
| 1   | Forward Trustee Graham's comments on the Farm Plan to the consultant for revision - up to \$200 released from local expense account.                                                     | Courtney Simpson | Dec-11-2012 | Done     |
| 1   | Organize public education consultation event through greenshores program in early 2013.                                                                                                  | Courtney Simpson | Dec-11-2012 | On Going |
| 1   | After revisions to Farm Plan are made, ask for LTC endorsement by RWM or at next meeting. Also print bound copies and send to Steering Committee members with thank you letter.          | Courtney Simpson | Dec-11-2012 | On Going |
| 1   | Issue development permit for DE-DP-2012.1 (CVRD).                                                                                                                                        | Linda Prowse     | Dec-11-2012 | Done     |
| 1   | Staff to request Ministry of Agriculture to include the Denman Island Local Trust Committee in any application referrals for seaweed harvesting licenses in the Denman Local Trust Area. | Courtney Simpson | Dec-11-2012 | On Going |

|   |                                                                                                                                                                                                                             |                  |             |          |
|---|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------|----------|
| 1 | Staff to write a letter or email to agencies that deal with shellfish aquaculture requesting that when engaging with planning and consultation they invite the Association of Denman Island Marine Stewards to participate. | Courtney Simpson | Dec-11-2012 | On Going |
| 1 | LTC to consider advertising for Agriculture APC at next meeting.                                                                                                                                                            | Courtney Simpson | Dec-11-2012 | Done     |
| 1 | Forward request to EC to sponsor DP and SUP application fees for DE-DP-2012.1 (CVRD).                                                                                                                                       | Linda Prowse     | Dec-11-2012 | Done     |



# Denman WORKS!

10.1

P.O. Box 99, Denman Island BC, VoR 1To  
www.denmanworks.com : denmanworks@gmail.com

This petition is important to ALL islanders

Because:

Visitors buy from our farmers, growers & producers  
Visitors take home our pottery & artwork  
Visitors frequent the Saturday Market  
Visitors eat at the Kaffee and Bistro  
Visitors purchase from our stores and craftshops

In order that:

- Relations, friends may cook a meal in your cabin or in-law suite
- A caregiver can live independently on your property
- An ageing parent has the dignity of caring for himself or herself
- Friends/partners can share separate, more affordable accommodation

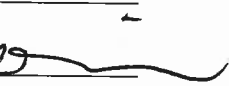
To: Denman Island Trustees

Re: Amendment to Visitor Services related Bylaw #186)

For Discussion at the October 25<sup>th</sup> 2012 Public Forum:

We, the undersigned, support amendment of Bylaw 186 as follows:

- a. Guest accommodation in secondary suites with 'cooking facilities' be permitted when within a principal dwelling unit so long as the premises comply with water and septic regulations and such other conditions as the Trustees might prescribe;
- b. Guest accommodation in accessory buildings with cooking facilities be permitted, so long as the premises comply with water and septic regulations and such other conditions as the Trustees might prescribe;
- c. 'Cooking facilities' in Land Use Bylaw 186 be defined;
- d. Accessory buildings that are currently non-conforming as guest accommodation be permitted where such exist as of December 1, 2011 (or such other date as the Trustees choose) and subsequently registered with Islands Trust;
- e. Removal of time limits regarding guest accommodation and accessory building use where the property's zoning permits an additional dwelling unit;
- f. That short-term vacation rentals be permitted where the registered owner(s) has a principal residence (as defined and declared by the owner(s) for the purpose of the British Columbia Homeowners Grant) at another property on Denman Island, and is residing there during the rental period.

1. Christine O'Neill / 3491 Kelsey Rd Denman Is.   
2. DeNeen Baldwin 3541 East Rd DId Baldwin 

3. Jane Kerr 3766 East Road Denman Jane Kerr
4. COLLEEN FOREST 3991 EAST RD Denman BC
5. JM'Lean (Jo-Anne McLean) 2400 East Rd. Denman Isl/BC
6. Brahm Candy 1721 Scott Rd. Denman Is. BC
7. Ben Lavalle 5909 Denman " " "
8. BRETT FOREST 3991 EAST ROAD DENMAN ISL.
9. Sheila Tully 1771 East Road Denman Isl.
10. Van Tuff 1771 EAST Rd.
11. Rebecca Nyquist 6061 Woodham Rd Denman Isl.
12. BRIAN GOLDERING 3751 EAST RD DENMAN ISL
13. ELLA GOLDERING 3751 EAST RD DENMAN ISL.
14. SACY SEABROOK 2650 <sup>N.W.</sup> ~~Denman~~ ROAD DENMAN ISLAND B.C.
15. DON RUSSELL 5264 LACON RD. DENMAN ISC.
16. K. D. GRAVES 1488 Barbier Denman
17. CHRISTINE D OLIVER 1488 Barbier QF
18. RAY ; BRENDA WATTS 1415. BARBIE RD. DENMAN. ISL.
20. <sup>-Christine Pearce</sup> Christine Pearce 8900 Owl Cr. Denman ISL.
21. TOM. VAN DER MOLEN 5411 RD. Ford
22. C. Urquhart 2901 Piercy Rd. Denman C. Urquhart
23. B Matthews 1555 Barbier Rd Denman
24. Leah Schiml 4130 Beaver Drive
25. FRANK BERKNER BEAVER DRIVE DENMAN
26. R. Wayne Jones 8441 McFARLANE Rd " "
27. Jatricia Jones 8441 McFarlane Rd "

|                    |                                     |
|--------------------|-------------------------------------|
| Robert J. French   | 2845 Lake Rd. Denman Is.            |
| Sara French        | 2845 Lake Road Denman Island, BC.   |
| Catherine Platz    | 2231 East Road Denman Island BC     |
| Serena Oliveira    | 5261 Denman Rd. Denman IS, BC       |
| Sandy Hansen       | 2376 - JEMIMA RD Denman Is. B.C     |
| Judy Schmidt       | 1341 Schmidt Rd. Denman Is. B.C     |
| Etzel Woody        | 1427 Lacom Rd. Denman Island        |
| Servat Seabrook    | 2650 Northwest Rd. Denman Is.       |
| BARRY RAY          | 8150 McFARLANE Rd. Denman Isl.      |
| Megan Blu          | 1180 Lacom Rd Denman Island         |
| Jennifer West      | 9225 Reginald Dr. D.I. BC.          |
| Charlie Tait       | 2024 Scott Rd. Denman Is.           |
| FERRI GORRARA.     | 3236 DENMAN ROAD DENMAN ISLAND      |
| LOUIS DE GRISTED   | 3236 DENMAN ROAD DI.                |
| ULYSSES EMORTIL.   | THREE HERMITAGE DI.                 |
| Jacqueline Peckham | 3290 Lacom Rd                       |
| Patricia Piercy    | 2830 Piercy Rd Denman Is.           |
| Jamesie            | 3045 Lacom Rd.                      |
| Euth Jones         | 5264 LACON RD DENMAN IS.            |
| Don Russell        | 5264 LACON RD. ✓ c                  |
| Al Prouse          | 10234 Green hill Rd Denman, Is.     |
| P. Holling         | 2551 Lake Rd Denman Is.             |
| Mary Lou Morden    | 1131 Schmidt Rd. Denman Island B.C. |
| Vern Wright        | 4251 EAST RD. DENMAN ISLAND B.C.    |

Rudolf / 7500 MCFARLANE RD.  
 Denise Buchanan 9416 MCFARLANE RD.  
 Luane Farley 2911 YULE RD Denman Is., T.  
 Mandy Nix 3260 Lake Rd P.I.  
 John Smith 5500 Denman Rd. DI  
 John Smith 2690 Lake Rd. DI  
 SARAH J. WARD. 2505 THOMAS RD.  
 Cynthia H. 5590 EAST RD.  
 Sue Johnston 2621 Northwest Rd  
 (John Smith) 2621 Northwest Rd  
 (John Smith) 8641 McFarlane Rd. Denman Is.  
 Eve Evans 5435 EAST RD DENMAN ISLAND  
 John Smith 5435 East Rd Denman Island  
 Karl A. J. Hood 9455 McFarlane Road Denman Island  
 J. Bullard 5331 Lacon Rd. Denman  
 (John Smith) 5909 Denman Rd  
 Melissa Petlock 5215 East Road, Denman Is.  
 Tim Smith 3190 Lacon Road, Denman Is.

|                               |                         |
|-------------------------------|-------------------------|
| Amy Harrington                | 70405 Greenhill Rd.     |
| Scott Wager                   | 1190 Swan rd            |
| Diana Cornsall                | 3771 East Rd.           |
| Sue Crowther                  | 9000 McFarlane Rd.      |
| David Lang                    | 1661 Dalziel            |
| HEATHER NICHOLSON             | 3222 LACON RD.          |
| P. Berg                       | 2831 EAST RD DENMAN IS. |
| John Berg                     | 3790 North West Rd.     |
| Robert Devinish               | 3279 KIRK RD.           |
| Randall D. Randall Duncan     | 9000 Reginald Denman.   |
| MAX CAMPBELL CAMPILL          | 4796 LACON "            |
| LINDA LINDA CLAY ELGERT       | 4796 LACON "            |
| GARY PIERCEY                  | 2830 Piercey RD.        |
| Rudolf Fries (RUD. FRIESE)    | 43 EAST ROAD.           |
| Egmont Road                   | 2000 N. Central Rd.     |
| 2615 B Jensen Rd              |                         |
| 2600 Piercey Road, Denman Is. |                         |
| 2830 PIERCEY Rd               | " "                     |



|                      |                                          |
|----------------------|------------------------------------------|
| Steve McIntire       | 5331 East Rd                             |
| Danielle Anderson    | 7276 Denman Road                         |
| Douglas Humphreys    | 6791 Denman Rd.                          |
| Carmen Saunders      | 2931 Kule                                |
| Bohan                | 2931 Kule Rd.                            |
| Ben O'Neil           | 2690 Northwest Rd. D.I.                  |
| to E. O'Neil         | Box 11 D.I.                              |
| Mahat                | 2730 Percy Rd. D.I.                      |
| R. R. G. H.          | 2730 Percy Rd. D.I.                      |
| Lynne Madson         | 4646 Laker Rd.                           |
| Jane Martineau       | 5210 Denman Rd.                          |
| MIKE M. SANTUCCI     | 2550 LAKE RD.                            |
| Suzanne Hiddick      | Suzanne Hiddick 2550 Lake Rd. Denman Is. |
| R. H. S. K. Mitchell | 9116 McFarlane Rd.                       |
| Wade Rowns           | 5205 Thomas Rd. D.I.                     |
| Paul Visney          | 2431 LACON RD D.I.                       |

Craine Corbett 4831 East Rd. Denman Island  
Joan MacIntosh 3890 East Rd D.I.  
Norman Robinson 5021 East Rd. D.I.  
Anne Jensen 6554 East Rd. D.I.  
Jan Krom 7989 McFARLANE RD.

(2 people here) → Alma Atkinson + Bob 1047 N.W. Rd

Katherine Vogt 6320 Lacon Rd.

Bob Hansen 2376 Jamaica Rd. Denman Is.  
Gae Eckel 9455 McFarlane, Denman Island

Bruce Holder 3333 Northcentral Rd

Andrew Egan 3910 East Rd

~~Carol~~ 5311 Denman Rd.

Doreen Hyatt 4696 Lacon Rd

Louise McKinley 6655 Lacon Rd Denman Isl.

P. Brewer 2105 NW Rd.

J. Thibault 7500 McFARLANE RD

Patricia Bullo 5331 Lacon ROAD

Brenda Vitcomb 5651 Thomas Rd

~~Eric~~ 3453 NW Rd D.I.

S. Gordon 7090 NW Rd D.I.

Lynn C. E. Kieder 1070 Farley Rd.

Carol Hall 9225 REGINALD DR.

T. J. 9225 REGINALD DR.

D. 9225 REGINALD DR.

Jeanette May 3333 N Central Rd DI  
Barnes 1545 Pickles Rd.

~~Jack~~ 1551 Pickles Rd

A. Jessy 2915 Jule Rd.

Pike 2976 Northwest Rd.

Spence 5135 EAST Road

M. Cantarini 5135 East Road

J. Cantarini 5135 East Road

~~by boat~~ 10405 GREENHILL Rd

~~3000~~ 3311 Denman Road

Glen MacMillan 3096 Nelson Cr.

Jean MacMillan 3096 Nelson Cres.

Jenny Frost 2615 Jemima Rd, DI.

~~Myth~~ 3843 Wren rd.

~~Robert~~ 9300 Greenhill Rd. DI

~~Robert~~ Lisa Wool 4078 Denman Road, Denman Island.

~~Calvin~~ 5771 Denman Road, Denman Island

Jim Florian 8495 OWL CRES., D.I.

Chris Venn 2310 Swan Road

Pat - Veress 2310 Swan Road.

6077 East Rd. ~~Denman~~

Gina Angeloni 2525 NW W. Rd

Stan Perry 7722 OWL CRES.

TEVIS WOODBURN 2961 Northwest Rd.

2010 Northwest Rd DI

Doug Wright 30102 North west Rd D.I.

Jackie Pickett

A Pickett



BRITANN HAYMAN 5285 EAST RD

Dusty Prowse 1875 Hilberry Dr.

Candice Hood 475 Lacon Rd. Hood

Matt Scanlon 1480 Dalziel Rd. DL

Jenny Meyer 1480 Dalziel Bl. DL

Dave Zytuld 5771 Denman Rd D. Zytuld

Brian T. Callahan 1780 Scott Rd BPC

Intell Callahan 1780 Scott Rd MIRELL CALLAHAN

E.A. PHELAN 5621 N. WEST RD E.A. Phelan

Pat Younis 7725 Komas Rd. Pat Younis

Laurie Montemorro 4685 Denman Rd Laurie Montemorro

George McFaul 4685 Denman Rd George McFaul

Alan Friesen 2043 EAST Rd Alan Friesen

MARLEY McKEACHTIE 5841 LACON RD MARLEY McKEACHTIE

Chris Séguin 4060 B WREN RD.-DL Chris Séguin

S. Jasmine Denman Island S. Jasmine

RICK AISLEY Denman Island Rick AISLEY

Margdalena Przygalski 1450 Dalziel D. Przygalski

Autumn White 2626 Percy Rd. Autumn White

Douise Fraser 2201 Instone Rd Douise Fraser

Veronica Lumsden 5792 Thomas Rd. Veronica Lumsden

MARKO STUTA 1736 PARKER RD. MARKO STUTA

STUART WALTON 1650 LACON RD STUART WALTON

Angel Boyes 1450 Schmidt Rd. Angel Boyes

JODY IMBACH 7901 MABEL RD JODY IMBACH

Valerie Raoul 5235 Lacon Valerie Raoul

ANNE V. DAVIS 3256 NW. RD ANNE V. DAVIS

3256 NW. RD

→ Doreen Hrd. ————— 4696 Lagoon Rd. ————— Doreen Hrd.  
JOHN ANDREW . 7001 KONGA RD. J. Paul  
Sylvia Schwach 9540 Reginald  
Kathleen Holden 5285 East Rd H. Hatch

William Cranleigh 4750 N.W. Road Willing Air

Sarah J Ward 5205 THOMAS RD (D.I.

~~John F. Allen~~ 4920 B Loran Rd DI

~~John F. Allen~~ 4920 B Loran Rd. D.I.

Maxine Rogers 2000 Scott Rd Denman Island

Randy Rogers 2000 Scott Rd Denman Island

Scotty Donaldson 8808 Reginald Rd.

T Barker 5500 Stanekill plc Denman Isl.

Margu Yang 8905 Mallard Way Denman Is

Simon Palmer 3720 EAST  
K. Angles 2570 Piercy Road D.I.  
K. Angles 2570 Piercy Road D.I.  
Marie Pickeland 2575 Piercy Rd. D.I.  
Kerri Boland 8851 Reginald D.I.  
Jeremy Hallett 8851 Reginald D.I.  
John Johnston 2621 N/W RD. D.I.  
Ken Forth 3176 Kirk Rd.  
V. Lunn 2592 Thomas D.I.  
B. Engleson 4905 Trueman Place D.I.  
Nicole Gagne NICOLE GAGNE 3176 Kirk Rd. D.I.  
Noel Villard Jennifer Villard 4182 East Rd D.I.  
Jim McConkey 5723 NORTH WEST RD D.I.  
Graeme Tait 2026 Scott Rd. D.I.  
Rosemary Talbot Deuman Is.  
E. O. Phelan 5621 N/WEST RD Deuman Is.

Wind Rambough

W. Rambough

9280 Reginald Drive

Re. 1 - Donald Brynars Sono Ltd  
Neslie Hamocia Brynars Insurance Policy 39 DT.

Name

Address

Signature

Shelley McKeachie 5841 Lacon Rd, D.I. J. McKeachie

J. Carrigan 1348 Schmit Rd. D.I. J. Carrigan

Rafael Martinez-matte 1480 Pickles Rd.

Sheila Simpson 6791 Denman Rd. Bob Simpson

Gregory Brown Denman Island. M. M. M.

JENNIFER VILLARD 4182 EAST-Denman Island

PAULE Descheves 5723 North West Paule Descheves

Steven MacIntosh 9550 GREENHILL J. MacIntosh

Sheila Danko 9550 Greenhill Sheila Danko

John Graham 2500 Lacon D.I. J. Graham

Tony Vohsger 1400 East Rd D.I. Tony Vohsger



HAINE CHRISTENSEN

5315 EAST ROAD

Albert McKinley

6655 LACON RD.

Mrs. Jane

5516 THOMAS RD.

~~Kris Christensen~~  
KRIS CHRISTENSEN

5315 EAST ROAD 3353225

Joan Ramble

9251 GREENHAW RD. 2092

Harve Christ

5315 EAST ROAD

Mike

2400 EAST ROAD



Denman Island Local Trust Committee,

Denman Island 24/10/2012

Reality tells me that sooner or later you will have to deal with the problem regarding short term rental on Denman Island.

So my suggestion to you is simply this.

Consider the shortfalls, weigh it against the benefits and arrive at a sensible solution that allows tourism and economic activity to take place and at the same time put into effect common sense limitations to ensure Denman is not being overrun by irresponsible visitors and landlords.

I will not bother you with outlining the obvious commonly known arguments like "this will create line-ups at our ferry" or "we do not have enough water" etc.

I am confident that you already know all these arguments and am sure that you know these are practical issues to which there are obvious and reasonable simple solutions.

So I will instead ask you to simply consider this following realistic scenario.

Mom,Dad two kids and a grandma in tow want to visit Denman for a week.

They heard about our lifestyle, would like to sample it with the family.

Flying out of Toronto, kids all excited.

So how do they manage a week stay on Denman Island i.e what can we offer this family to make sure they enjoy visiting our community. Maybe even come back at a later date?

B&B is fine although for five people it could be difficult.

Breakfast at the B&B is ok but how about lunch. Dinner ?

No too many choices right.

How about putting the kids down for an afternoon nap. In a B&B setting this might prove difficult.

As parents I am sure you get the picture.

What choices would you like to have ?

Solution could be made reasonable simple.

Change the bylaw to allow short term rental in a completed cabin/cottage/house.

This would alleviate these problems to the benefit of all.

Limitations to allow this change to existing bylaws could easily be put in place and governed.

Not rocket science if we do it sensibly.

I will leave it to you by offering two suggestions.

1: people with available short term rental units should live on the island ensuring oversight.

2: lots size should be considered i.e do not allow this on small lots which could potentially impact neighbours.

Sensible people will come up with sensible solutions.

Everybody wins.

Thanks

A handwritten signature in blue ink, appearing to read 'Kris T. Christensen', is written over the printed name.

Kris T. Christensen

5315 East Rd,

Denman Island

250 335 3225



# Islands Trust

## Top Priorities

### Denman Island

| No. | Description                                                                                                                                                                                 | Activity                                                                                                                                       | Received/Initiated | Responsibility   | Target Date | Status   |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------|-------------|----------|
| 1   | Review of OCP section C3 with a view to addressing the impacts of shellfish farming on the natural marine environment and residential properties, and review of associated LUB regulations. | Specifically to address:<br>1. Removal of predator netting from beach<br>2. Banning driving on the foreshore<br>3. Banning beach modification. | Oct-25-2011        | Courtney Simpson | Oct-31-2014 | On Going |
| 2   | Implementing Riparian Areas Regulation                                                                                                                                                      | Mapping of all streams and wetlands on Denman Island and amending DPA 4 to comply with RAR.                                                    | Aug-03-2010        | Courtney Simpson | Sep-01-2014 | On Going |
| 3   | Review of Housing Policies E.1 with respect to secondary cottages and suites in residential designations.                                                                                   | Consider potential use of secondary dwelling units for affordable care giver, special needs, and elder housing and visitor accommodation.      | Nov-06-2012        | Courtney Simpson | Sep-01-2014 | On Going |



## Projects

### Denman Island

| No. | Description                                                | Activity                                                                                                                           | Received/Initiated | Status   |
|-----|------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------|
| 1   | Bylaw amendments to address food security                  | Consider amendments based on "Exploring Food Security in the Islands Trust Area" final report dated November 16, 2010.             | Mar-15-2011        | On Going |
| 1   | A Protected Area Network on Denman Island                  |                                                                                                                                    | Mar-15-2011        | On Going |
| 1   | Housekeeping project                                       | 1. Land Use Bylaw definition of intensive agriculture; remove "and excluding feedlots".<br>2. Formatting of Agriculture definition | Aug-15-2011        | On Going |
| 1   | Regulations governing wind towers                          | Monitor recommendation from Trust Council.                                                                                         | Aug-15-2011        | On Going |
| 1   | Affordable Housing Strategy                                |                                                                                                                                    | Oct-25-2011        | On Going |
| 1   | Regulation limiting the gross floor area of a dwelling     |                                                                                                                                    | Oct-25-2011        | On Going |
| 1   | Regulations to promote greenhouse gas emissions reduction. |                                                                                                                                    | Oct-25-2011        | On Going |



## Applications w/ Status - Denman Island Status: Open

### Applications

#### Agricultural Land Reserve

| File Number   | Applicant Name                                                                  | Date Received | Purpose                    |
|---------------|---------------------------------------------------------------------------------|---------------|----------------------------|
| DE-ALR-2011.3 | Bruce, Lee, Aaron<br>Holden, Jacobs,<br>Aronson<br><b>Planner:</b> Marnie Eggen | Nov-16-2011   | Proposed 2 lot subdivision |

#### Planning Status

**Status Date:** Jun-18-2012

Sent to ALC June 18th

**Status Date:** Jun-05-2012

LTC passed resolution to forward application to ALC

**Status Date:** Apr-17-2012

Staff awaiting further information from applicant

| File Number   | Applicant Name                                                                    | Date Received | Purpose                                                                                                  |
|---------------|-----------------------------------------------------------------------------------|---------------|----------------------------------------------------------------------------------------------------------|
| DE-ALR-2012.1 | Denman<br>Community Land<br>Trust Association<br><b>Planner:</b> Courtney Simpson | Apr-26-2012   | 2016 Northwest Road (I. Brons)<br>Inclusion in ALR to extend the ALR boundary in accordance with the LTC |

#### Planning Status

**Status Date:** Jun-14-2012

Forwarded application to ALC

**Status Date:** Jun-05-2012

Staff report to LTC June 5

#### Development Permit

| File Number  | Applicant Name                                            | Date Received | Purpose                                                                                      |
|--------------|-----------------------------------------------------------|---------------|----------------------------------------------------------------------------------------------|
| DE-DP-2006.2 | Daniel/Debra Stoneman<br><b>Planner:</b> Courtney Simpson | Aug-31-2006   | The use of presently cleared areas within the Komasa Bluff permit area for agricultural use. |

### Planning Status

**Status Date:** Apr-04-2011

No change: waiting for info from applicant.

**Status Date:** Feb-04-2010

No change

**Status Date:** May-01-2009

No change

| File Number  | Applicant Name                                                                      | Date Received | Purpose                                                                                                                                                          |
|--------------|-------------------------------------------------------------------------------------|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| DE-DP-2011.1 | Denman Community Land Trust Association (Brons)<br><b>Planner:</b> Courtney Simpson | Mar-15-2011   | 2016 Northwest Road, Construction of affordable housing dwelling and associated land alteration in DP 2 Steep Slopes. Joint with SUP application DE-SUP-2011.10. |

### Planning Status

**Status Date:** May-26-2011

On hold until outcome of forthcoming rezoning application is known.

**Status Date:** Apr-04-2011

Planner Reviewing

| File Number  | Applicant Name                           | Date Received | Purpose                                   |
|--------------|------------------------------------------|---------------|-------------------------------------------|
| DE-DP-2011.2 | Ella Day<br><b>Planner:</b> Marnie Eggen | Mar-21-2011   | For barn sited within DP #1: Komasa Bluff |

### Planning Status

**Status Date:** Nov-01-2011

Awaiting info from applicant

**Status Date:** Jun-15-2011

On hold until DVP out come.

**Status Date:** May-27-2011

Barn sited over lot line into owners adjacent property. Applicant will be applying for a variance.

## Development Variance Permit

| File Number   | Applicant Name                           | Date Received | Purpose               |
|---------------|------------------------------------------|---------------|-----------------------|
| DE-DVP-2011.1 | Ella Day<br><b>Planner:</b> Marnie Eggen | May-13-2011   | Barn on property line |

### Planning Status

**Status Date:** Nov-09-2012

BCLS survey confirms barn sited on lot line; Applicant intends to apply for lot line adjustment

**Status Date:** Oct-05-2012

Letter sent to applicant requesting further information otherwise issue will be transferred over to bylaw enforcement

**Status Date:** Jun-05-2012

Met with applicant to clarify application requirements

## Rezoning

| File Number  | Applicant Name                                                                    | Date Received | Purpose                                                                                    |
|--------------|-----------------------------------------------------------------------------------|---------------|--------------------------------------------------------------------------------------------|
| DE-RZ-2011.1 | Denman<br>Community Land<br>Trust Association<br><b>Planner:</b> Courtney Simpson | Aug-10-2011   | Density transfer from density bank or density increase for one unit of affordable housing. |

### Planning Status

**Status Date:** Nov-29-2012

Reviewing results of legal review of housing agreement

**Status Date:** Nov-06-2012

EC advise that cost of housing agreement legal review cannot be waived

**Status Date:** Jul-17-2012

Applicant request to waive cost of legal review of housing agreement

## Subdivision

| File Number   | Applicant Name                                                                                               | Date Received | Purpose          |
|---------------|--------------------------------------------------------------------------------------------------------------|---------------|------------------|
| DE-SUB-2011.5 | Steven Carballeira<br>(Graeb/Charles<br>King Medical Inc.<br>(1691 Lacon Rd)<br><b>Planner:</b> Linda Prowse | Mar-28-2011   | to create 2 lots |

### Planning Status

**Status Date:** Nov-24-2011

Preliminary Layout Approval received

**Status Date:** May-05-2011

Referral Response sent to MOTI, LTC and applicant

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### Siting and use Permit

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| File Number   | Applicant Name                                            | Date Received | Purpose                                                            |
|---------------|-----------------------------------------------------------|---------------|--------------------------------------------------------------------|
| DE-SUP-2006.7 | Daniel/Debra Stoneman<br><b>Planner:</b> Courtney Simpson | Aug-31-2006   | Agricultural (including buildings consistent with ALR legislation) |

---

### Planning Status

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**Status Date:** Jan-08-2009

On hold pending outcome of court case

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| File Number    | Applicant Name | Date Received | Purpose                                |
|----------------|----------------|---------------|----------------------------------------|
| DE-SUP-2009.14 | Jean Ella Day  | Nov-02-2009   | 2900 SWAN RD<br>One 26 foot high barn. |

**Planner:** Marnie Eggen

---

### Planning Status

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**Status Date:** Jun-30-2011

On hold until outcome of DP and DVP.

**Status Date:** Mar-03-2011

New info submitted by applicant indicates bld sited on lot line; options provided to applicant

**Status Date:** Jan-20-2011

Applicant submitted partial application

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| File Number    | Applicant Name                                                                      | Date Received | Purpose                                                                                                                            |
|----------------|-------------------------------------------------------------------------------------|---------------|------------------------------------------------------------------------------------------------------------------------------------|
| DE-SUP-2011.10 | Denman Community Land Trust Association (Brons)<br><b>Planner:</b> Courtney Simpson | Mar-15-2011   | 2016 NORTHWEST RD<br>one Residence, garage/workshop, wood shed, pump shed, and one wind turbine. Joint DP application DE-DP-2011.1 |

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### Planning Status

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**Status Date:** May-26-2011

On hold until outcome of rezoning application is known.

**Status Date:** Mar-21-2011

Planner Reviewing File

| File Number                  | Applicant Name            | Date Received | Purpose                                            |
|------------------------------|---------------------------|---------------|----------------------------------------------------|
| DE-SUP-2012.10               | Christopher<br>Thorlacius | Nov-26-2012   | 2311 Chickadee Road Workshop and attached workshed |
| <b>Planner:</b> Linda Prowse |                           |               |                                                    |

### **Planning Status**

**Sent:** November-28-12 10:58 AM

**To:** Aleksandra Brzozowski; Courtney Simpson; David Graham; Laura Busheikin; Peter Luckham; Becky McErlean; Theresa Warren

**Cc:** Nancy Rogers

**Subject:** Denman Expense Report Nov/12

## ***Islands Trust***

### LTC EXP SUMMARY REPORT F2012

Invoices posted to November 30, 2012

| 615 Denman                     | Invoices posted to November 30, 2012 | Budget   | Spent    | Balance  |
|--------------------------------|--------------------------------------|----------|----------|----------|
| 65000 615                      | LTC "Trustee Expenses"               | 250.00   | 333.05   | (83.05)  |
| 65200 615                      | LTC Local Exp LTC Meeting Expenses   | 2,500.00 | 1,675.24 | 824.76   |
| 65210 615                      | LTC Local Exp APC Meeting Expenses   | 500.00   | -        | 500.00   |
| 65220 615                      | LTC Local Exp Communications         | 300.00   | -        | 300.00   |
| 65230 615                      | LTC Local Exp Special Projects       | 300.00   | -        | 300.00   |
| 65240 615                      | LTC Local Exp Miscellaneous          | 550.00   | -        | 550.00   |
| <b>TOTAL LTC Local Expense</b> |                                      | 4,150.00 | 1,675.24 | 2,474.76 |
| 73001 615 3001                 | Denman RAR                           | 4,000.00 | 135.29   | 3,864.71 |
| <b>TOTAL Project Expense</b>   |                                      | 4,000.00 | 135.29   | 3,864.71 |

***Nicole Ranger***

Finance Clerk  
Islands Trust  
200-1627 Fort Street  
Victoria, BC V8R 1H8  
Phone: (250) 405-5152  
Fax: (250) 405-5155

*Preserving **Island** communities, culture and environment*



# Memorandum

12.1

700 North Road Gabriola Island BC V0R 1X3

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Date November 29, 2012 File Number 6500-20  
DE-Agriculture Area Plan

To Denman Island Local Trust Committee  
**for meeting of December 11, 2012**

From Courtney Simpson  
Acting Regional Planning Manager  
Northern Office

Re Final Denman Island Farm Plan

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At the November 6, 2012 Local Trust Committee (LTC) meeting, several minor revisions to the Farm Plan were requested by the LTC. The consultant has made these changes and this final version has been sent to the printers. The deadline for submitting final financial statements to the funder, the Investment Agriculture Foundation, was November 29, 2012.

The final Farm Plan can be accessed on the Denman Island page of the Islands Trust website at:  
<http://www.islandstrust.bc.ca/ltc/de/default.cfm>

The Denman Farm Plan Blog has also been updated with a link to the final Farm Plan and a copy of Trustee Busheikin's article for the December *Flagstone*.

As per the project plan and budget, an ad will be published in the Grapevine to announce the final Farm Plan, in the November 29 and December 4 editions.

Printed and bound copies were also budgeted for. Copies were printed as follows: 25 in colour and 8 in black and white. Any additional copies printed will have to come from a separate budget.

Staff plans to distribute colour copies as follows:

| Person or Organization                          | Number of copies |
|-------------------------------------------------|------------------|
| Steering Committee members (past and present)   | 9                |
| Jill Hatfield, Ministry of Agriculture          | 1                |
| Comox Valley Regional District                  | 1                |
| Denman LTC                                      | 3                |
| Islands Trust, Northern Office                  | 1                |
| Islands Trust, Victoria Office                  | 1                |
| Denman Island Library                           | 1                |
| DenmanWORKS!                                    | 1                |
| Hornby/Denman Growers and Producers Association | 1                |
| TOTAL:                                          | 19               |

The LTC should advise staff of any other people or organizations a printed version should be given to. There are 6 colour copies remaining and 8 black and white copies. These remaining copies can be stored in the Northern Office and distributed as needed.

Lastly, the LTC should pass a resolution to officially endorse the final version of the Farm Plan, as this was deferred from the last meeting pending the additional revisions.

**RECOMMENDATION:**

Staff recommends that the Denman Island Local Trust Committee endorse the Denman Island Farm Plan, November, 2012.

pc        Aleksandra Brzozowski, Island Planner

# STAFF REPORT

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**Date:** November 28, 2012

**File No.:** 4590-20 (Riparian Areas Regulation)

**To:** Denman Island Local Trust Committee  
For the meeting of December 11, 2012

**From:** Chloe Fox  
Island Planner

**CC:** Courtney Simpson  
Acting Regional Planning Manager

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**Re: Review of Development Permit Area No. 4: Streams, Lakes and Wetlands – Development Approval Information Bylaw**

## PROJECT OVERVIEW:

The Denman Island Local Trust Committee (LTC) has initiated the review of Development Permit Area No. 4: Streams, Lakes and Wetlands pursuant to the Islands Trust Council 2008-2011 Strategic Plan Objective 1.1 “to identify and protect riparian areas”. This is the fourth staff report on this project. Please refer to reports on the May 1, 2012, July 17, 2012 and October 2, 2012 meeting agendas for complete background.

The Project Charter identifies the review and update of the *Denman Island Local Trust Committee Impact Assessment Bylaw No. 57, 1998*, as within the scope of this project. The purpose of this staff report is to discuss and present a draft development approval information (DAI) bylaw for the Denman Island Local Trust Area, which would replace existing Bylaw No. 57. A DAI bylaw is an administrative bylaw and is the statutory mechanism through which local governments are able to require applicants to provide information on the anticipated impact of proposed development. While Denman Island has had a DAI bylaw in place since 1998, the review and update of the DAI bylaw is recommended to effectively implement proposed new development permit area regulations for riparian areas and to ensure that staff have the authority to require information on the anticipated impacts of proposed development in a way that is administratively consistent.

The Advisory Planning Commission met on September 5, 2012 to review the draft Development Permit Area No. 4, and staff is preparing a separate report for a future meeting to respond to their comments and critiques. This report only discusses the DAI bylaw.

## LEGISLATIVE & POLICY CONTEXT:

Since the provision for the adoption of DAI bylaws was introduced into the *Local Government Act* in 1997, advice from legal counsel has consistently been that the traditional mechanisms for obtaining impact information related to proposed development from applicants – requirements in DPA guidelines, OCP policies and/or ad hoc requests – are contrary to the legislation. In other words, unless a DAI exists, local governments have no legal mechanism for requiring information from applicants related to the anticipated impact of proposed development. In the

absence of a DAI bylaw, the LTC may **request** information from applicants that would assist them in making a decision and the applicant may decide whether or not to provide the requested information. In the case of rezoning and temporary use permit applications, if the applicant decides not to provide the information, they risk the LTC rejecting the application due to lack of information. The only means to **require** information from an applicant is through authorization of a DAI bylaw.

#### Local Government Act:

Sections 920.01 and 920.1 of the *Local Government Act* provide the legislative authority for local governments in BC to establish DAI bylaws. In accordance with Section 920.1 of the *Local Government Act*, development approval information is defined as “information on the anticipated impact of the proposed activity or development on the community.” This may include, but is not limited to:

- The natural environment of the area affected;
- Transportation patterns including traffic flow;
- Local infrastructure;
- Public facilities including schools and parks; and,
- Community services.

Local governments may require applicants to provide this information, at their own expense, for zoning bylaw amendments, development permits, and/or temporary use permits.

Where a local government wishes to establish a DAI bylaw, there are several legislative requirements that must be met. First, in accordance with Section 920.01 of the *Local Government Act*, local governments must, in an official community plan, do one or more of the following: specify circumstances in which development approval information may be required, designate areas for which development approval information may be required and/or designate areas for which, in specified circumstances, development approval information may be required. In all cases, the official community plan must also contain a description of the special conditions or objectives that justify the designation or specification.

In addition, the content of a DAI bylaw must establish policies and procedures for the process for requiring development approval information as well as the substance of that information. A DAI bylaw may authorize staff to require development approval information provided that the applicant is entitled to have the local government (i.e. the LTC) reconsider the decision of staff to require development approval information without charge. In this case, the DAI bylaw must establish procedures regarding applying for and dealing with these reconsiderations.

#### Islands Trust Act:

Section 29(3.1) of the *Islands Trust Act* establishes that DAI bylaws in the Islands Trust Area must be adopted by Trust Council. This means that while DAI bylaw is developed for an individual LTC, it must be read and adopted by Trust Council.

#### Islands Trust Policy Manual:

Policy 2.1.viii of the *Islands Trust Policy Manual* describes the process for Trust Council to consider DAI bylaws proposed by local trust committees. Key elements of the policy include:

- Each DAI bylaw may vary according to LTC needs;
- The criteria for Trust Council approval include financial, procedural and policy considerations;
- The LTC is responsible for initiating the creation of the bylaw;

- The purpose of the bylaw must be stated in the bylaw;
- The bylaw must be generally in the form of the model bylaw developed in conjunction with the policy;
- The planner assigned to the local trust area will prepare the substance of the bylaw;
- The LTC must give notice to Trust Council that it intends to forward a bylaw for adoption;
- Application for approval will be in the form of a Request for Decision (RFD); and,
- If the bylaw is not approved it will be returned to the LTC with reasons.

## PROPOSED BYLAW:

A draft DAI bylaw is included in Attachment 1 to this report. In addition to the required content established through the *Local Government Act*, the draft DAI bylaw establishes two approaches for the provision of development approval information:

- 1) For development permit applications, the draft DAI bylaw establishes the report content. The bylaw lays out the content requirements of the reports for each type of development permit area (riparian area, steep slopes, etc.) and the requirements may be reduced by staff (or the LTC upon appeal by the applicant) based on the specifics of the application. This is the approach taken in the North Pender and Galiano DAI bylaws and, in the case of North Pender, has for the most part been functioning well for several years.
- 2) For more complex discretionary rezoning applications, the draft bylaw uses a 'terms of reference' procedure through which staff would provide a written 'terms of reference' for the provision of specified development approval information to the applicant. This is contrasted with the current approach in the *Denman Island Local Trust Committee Impact Assessment Bylaw No. 57, 1998*, which requires applicants to provide a 'terms of reference' for the preparation of development approval information. Having staff prepare the 'terms of reference' is the approach currently taken on North Pender and Galiano through their respective DAI bylaws and is the approach recommended by staff. This reflects the fact that, in the Islands Trust Area, most applicants are not sophisticated developers, are not experienced in providing impact assessments, and are unable to provide meaningful 'terms of reference' themselves.

In practice, particularly for development permit applications, the applicant will consult with the planner in the pre-application stage and submit the required reports with the application, which results in efficient processing of the application. Only if the reports are inadequate or the applicant has not consulted with the planner pre-application does a formal letter detailing report requirements need to be sent. Typically, it is only with rezoning that there is an extensive process of drafting and approving a terms of reference.

Currently, the OCP designates the following as areas in which development approval information may be required:

- Zoning amendments in the following land use designations:
  - o Water
  - o Village
  - o Residential or Rural
  - o Sustainable Resource;
- Zoning amendments for economic activities in any land use designation;
- Density transfer applications in sensitive ecosystem areas as shown in Schedule D of the OCP or in a designated development permit area as shown in Schedule E of the OCP; and
- Development Permit applications in the following development permit area designations:
  - o Development Permit Area 2 – Steep Slopes
  - o Development Permit Area 4 – Streams, Lakes and Wetlands

- o Development Permit Area 5 – Commercial
- o Development Permit Area 7 – Light Industrial.

Although temporary use permit areas and guidelines are designated in the LUB, these areas are not currently designated as development approval information areas in the OCP, as per the *Local Government Act*. Temporary use permit areas are currently only designated to permit temporary barge loading / unloading. Given the limited applicability of temporary use permits in the Denman Local Trust Area, staff does not feel it is necessary to designate these areas as areas for which development approval information may be required. Should the LTC wish to review and expand its temporary use permit designations in the future, it may be prudent at that time to re-evaluate whether such areas should also be designated as development approval information areas.

In addition, Development Permit Area 1 – Komas Bluff, Development Permit Area 3 – Lacon Road Coast, and Development Permit Area 6 – Community Boat Launch are not currently designated as development approval information areas in the OCP and staff has similarly left these areas out of the draft DAI bylaw. Staff request direction from the LTC, should the LTC wish to move forward with designating these areas at this time.

Development Permit Area 5 – Commercial and Development Permit Area 7 – Light Industrial are currently designated as development approval information areas in the OCP. These development permit areas are designated for the purposes of establishing objectives for the form and character of commercial, industrial and multi-unit residential development. The approach taken on other islands with respect to this type of development permit area has been to leave these areas out of any requirements for development approval information. In this case, staff recommends following this model, amending the OCP to remove the designation of these development permit areas as areas for which development approval information may be required. The rationale for not requiring development approval information for form and character development permit applications is that the application requirements (plans, elevations, landscaping plans, parking layout, etc.) should provide the information necessary to assess these applications against the guidelines.

Staff has reviewed the *Denman Island Development Procedure Bylaw, No. 71* and has found that the development permit application types listed in the bylaw do not reflect the currently designated development permit areas in the OCP. Specifically, the bylaw references Development Permit Area No. 7 – Forest Cover, which no longer exists, and does not reference Development Permit Area 5 – Commercial, Development Permit Area 6 – Community Boat Launch or Development Permit Area 7 – Light Industrial. The exclusion of these development permit areas in both the development procedure bylaw and the draft DAI bylaw is not anticipated to impact the processing of development permit applications as Item 3 of the existing *Development Procedure Bylaw, No. 71* includes the requirement that applicants for all application types include in their application all the information required on the applicable application form. In this case, the application form for form and character development permit applicants includes requirements for the submission of site plans, elevations, parking layouts, proposed building colours / materials, landscaping and other details. Nevertheless, staff recommends that review and update of *Denman Island Development Procedure Bylaw, No. 71* be added to the work program as a future project.

#### Approval Process:

In order to advance the establishment of a new DAI bylaw for the Denman Island Local Trust Area, the following steps are required:



- 1) The LTC gives formal notice to Trust Council by resolution that it intends to prepare a DAI bylaw to require information for development permit and zoning amendment applications;
- 2) Staff submits the draft DAI bylaw and RFD to Executive Committee (policy requires that this be submitted to Executive Committee at least 4 weeks before Trust Council);
- 3) Trust Council considers three readings of the DAI bylaw at a regularly scheduled meeting. Adoption may be considered by RWM.

## **STAFF COMMENTS:**

While the Denman Local Trust Area currently has a DAI bylaw, *Denman Island Local Trust Committee Impact Assessment Bylaw No. 57, 1998*, the review and updating of this bylaw is recommended as part of the current project to review Development Permit Area No. 4: Streams, Lakes and Wetlands. This component has been included in the project scope to ensure the effective implementation of the revised DPA and to ensure the LTC continues to have a legal mechanism for requiring the provision of information related to the anticipated impact of proposed development.

Currently, the Denman Impact Assessment Bylaw requires applicants to provide a 'terms of reference' for the provision of development approval information. As outlined in the previous section of this report, staff does not believe this approach to be practical in the Islands Trust Area as most applicants are not sophisticated developers, are not experienced in providing impact assessments, and are unable to provide meaningful 'terms of reference' themselves. Having staff prepare the terms of reference will reduce the time required to establish a meaningful terms of reference by reducing the time spent drafting and reviewing the document by both the applicant and staff. In addition, the current Impact Assessment Bylaw uses a 'terms of reference' approach for all types of applications, including development permit areas. Specifying the report requirements for specific development permit areas, as proposed in the draft DAI Bylaw attached to this report, provides a more straightforward approach to dealing with development permit applications and ensures that the provision of development approval information is directly tied to the specific development permit area guidelines. This is crucial as decisions on development permits must be made in accordance with the applicable development permit area guidelines and not on superfluous information.

Although the development and adoption of a new development approval information bylaw is recommended in the scope of the current project to review and update Development Permit Area No. 4: Streams, Lakes and Wetlands, staff recommends that the draft DAI Bylaw attached to this report be advanced ahead of the anticipated timeline for adoption of an updated Development Permit Area No. 4. Currently, Development Permit Area No. 4: Streams, Lakes and Wetlands is designated as an area in which development approval information may be required and contains guidelines that request applicants to provide an assessment report prepared by a qualified environmental professional. As such, advancing an updated development approval information bylaw at this time will enhance the usefulness of current Development Permit Area 4 until an updated version of this DPA is considered for adoption.

The adoption of an updated DAI bylaw will benefit staff, the LTC, development applicants and the broader community in the following ways:

- *Quicker application processing*  
Establishing the report content for development permit applications makes applicants aware of the information they will be required to provide prior to submitting an application. In most cases, the required information will be provided with the application, reducing the staff time currently taken by liaising with applicants to request and receive information in an

acceptable form. In the case of rezoning and temporary use permit applications, requiring that staff prepares the 'terms of reference' for rezoning applications will reduce time spent liaising with applicants to ensure an appropriate 'terms of reference' is provided.

- *Transparent process for applicants and the public*

By specifying the requirements for each type of application, applicants and the broader public know what to expect when embarking on the development process. In the case of rezonings, having staff provide a written 'terms of reference' for the provision of specified development approval information will assist applicants, who, for the most part, are not sophisticated developers, and are unable to provide meaningful 'terms of reference' themselves. In addition, the DAI bylaw provides an avenue to appeal the requirement of development approval information through the LTC.

- *Reduced staff time in processing applications*

A significant amount of staff time is frequently consumed requesting information from applicants. Often, this information is contained in OCP policies and/or DPA guidelines, is outside the expertise of staff and is crucial to staff analysis and recommendations. Instead of spending time coercing applicants into providing the necessary information, a DAI bylaw allows staff time to be used more effectively during application processing, increasing the rate of application processing, and leaving more time available for work on LTC projects

Given the benefits associated with having an updated DAI bylaw, staff recommends that the draft DAI bylaw, included as Attachment 1 to this report, be referred to the Advisory Planning Commission for review and comment, and that Trust Council be notified that the LTC intends to forward a DAI bylaw for consideration at Trust Council's March 2013 meeting.

Through the review of existing *Denman Island Local Trust Committee Impact Assessment Bylaw No. 57, 1998* and the associated development approval information designations contained in the OCP, staff has become aware of the need to update *Denman Island Development Procedure Bylaw, No. 71* in order to ensure that development permit application requirements accurately reflect existing development permit area designations and guidelines. Staff recommends that this item be added to the LTC work program as a future project.

## **RECOMMENDATIONS:**

**THAT** the Denman Island Local Trust Committee give notice to Trust Council that it intends to forward a Development Approval Information Bylaw for Trust Council's consideration at the regularly scheduled March 2013 Trust Council meeting for the purpose of allowing the Denman Island Local Trust Committee to obtain information on the anticipated impacts of development permit, temporary use permit and zoning amendment applications;

**THAT** the Denman Island Local Trust Committee refer draft Development Approval Information Bylaw, No. 149 to the Advisory Planning Commission together with a further staff report on the draft Development Permit Area No.4, after it has been received by the Local Trust Committee; and

**THAT** the Denman Island Local Trust Committee amend their work program to include the review and update of Denman Island Development Procedure Bylaw, No. 71.

Attachments:

*Attachment 1* – Draft Development Approval Information Bylaw, No. 149

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Prepared and Submitted by:

*Chloe Fox*

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MCIP, RPP, Island Planner

*November 28, 2012*

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Date

Concurred in by:

*Courtney Simpson*

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MCIP, RPP, Acting Regional Planning  
Manager

November 28, 2012

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Date

**ISLANDS TRUST COUNCIL  
BYLAW NO. 149**

\*\*\*\*\*  
A bylaw to establish procedures and policies for requiring development approval information for  
the Denman Island Local Trust Area  
\*\*\*\*\*

WHEREAS the Gabriola Island Local Trust Committee, pursuant to s.920.01 of the *Local Government Act*, has specified in an official community plan areas and circumstances for which development approval information may be required;

The Islands Trust Council, pursuant to s.920.1 of the *Local Government Act* and s.29(3.1) of the *Islands Trust Act*, enacts as follows:

**PART I            TITLE**

1. This Bylaw may be cited for all purposes as "Denman Island Local Trust Committee Development Approval Information Bylaw No. 149, 2013".

**PART II           PURPOSE**

2. The purpose of this bylaw is to allow the Local Trust Committee to obtain information on the anticipated impact of proposed activities or development on the community.

**PART III          APPLICATION OF BYLAW**

3. The requirements of this Bylaw apply to:
  - a. applicants for amendments to a bylaw of the Denman Island Local Trust Committee enacted under s.903 of the *Local Government Act*;
  - b. applicants for a development permit; and
  - c. applicants for a temporary use permit,
 if the activity or development that is the subject of the application is in an area specified for the provision of development approval information in Denman Island Official Community Plan Bylaw No. 185 or is an activity or development for which development approval information is otherwise required by that Bylaw.
4. The requirements of this Bylaw do not apply to any application for an activity or development that is a reviewable project under the *Environmental Assessment Act*.
5. Where development approval information is to be provided, the information shall be provided by the applicant, at the applicant's cost, in the form of a report prepared by the appropriate professional as set out in this bylaw.

**PART IV          PROCEDURE**

6. The official assigned from time to time to provide planning services to the Denman Island Local Trust Committee is the official for the purposes of this Bylaw.

7. Within 30 days of receipt of an application an official shall determine whether and to what extent development approval information will be required in accordance with this bylaw and shall communicate the requirement to the applicant in writing.
8. An official may determine that all or part of the required development approval information must be provided for each application, either in a report described in Sections 15 and 16 in the case of development permit applications described in those sections, or pursuant to terms of reference that establish the scope of the required impact information for applications described in Section 19.
9. An applicant may request reconsideration by the Local Trust Committee of a decision of an official under this Bylaw within 30 days of the date on which the decision is mailed faxed or emailed to them.
10. A request for reconsideration must be delivered in writing to the Planning Clerk and must set out the grounds on which the applicant considers the requirement is inappropriate and what, if any, requirement the applicant considers the Local Trust Committee ought to substitute.
11. The Planning Clerk must place each request for reconsideration on the agenda of the next meeting of the Local Trust Committee following the date on which the request for reconsideration was delivered, provided the request is received at least 10 days prior to that meeting.
12. The Planning Clerk must notify the applicant and any other person who the Planning Clerk reasonably considers may be affected by the reconsideration, of the date of the meeting at which the reconsideration will occur.
13. At the meeting, the Local Trust Committee may either confirm the requirement or decision of the official or substitute its own requirement or decision.

## **PART V            S. 920 (DEVELOPMENT PERMIT) APPLICATION REQUIREMENTS**

14. For Development Permit applications specified in Sections 15 and 16 of this bylaw, the applicant shall provide, as part of the development permit application, all or part of a report in the specified form as determined by the official.
15. For an application for a permit in respect of a development permit area designated under s. 919.1(1)(a) of the *Local Government Act* for protection of **Streams, Lakes and Wetlands**, the report shall contain the following information:
  - a. A site plan professionally prepared at an appropriate scale, based on a legal survey, delineating the proposed development and associated features, the development permit area boundary, existing buildings and structures, roads and driveways, topographic features, the locations of the top of bank, high water mark, Streamside Protection and Enhancement Area (SPEA) widths, the width of any zones of sensitivity, and measures to maintain the integrity of the SPEAs. Site profiles and cross sections demonstrating terrain conditions prior to disturbance and intended conditions post development shall be included.
  - b. A site inventory providing a description and evaluation of the riparian values, including species of fish that frequent the waterbody, and riparian features and habitat present.
  - c. A description of the proposed development detailing construction, cut and fill, blasting, road or driveway construction, vegetation clearing, alteration to

hydrological systems, alterations affecting the watercourse, septic field installation, landscaping, or other land alteration during or after the development phase. The report should also identify alternative development options.

- d. An assessment of the nature and extent of the impact of the proposed development. For a stream, as defined under the Riparian Areas Regulation: the results of the riparian assessment, using a detailed or simple assessment as indicated in the Riparian Areas Regulation, and establishing the SPEA width for the subject parcel. For other watercourses, that is, those that do not meet the definition of a stream under the Riparian Areas Regulation: an assessment of anticipated impacts on riparian habitat and features, the watercourse, and site hydrology. The assessment should identify impacts stemming from the construction phase, the intended long-term use of the site, and any cumulative impacts of development.
  - e. For a stream, as defined under the Riparian Areas Regulation: a description of all measures that will be taken to maintain and protect the SPEA from development, including, where appropriate, assessment and treatment of danger trees, windthrow, slope stability, tree protection during construction, encroachment and sediment and erosion control. For other watercourses, that is, those that do not meet the definition of a stream under the Riparian Areas Regulation: recommended measures to limit, mitigate and manage the impacts of the proposed development on riparian habitat and features, the watercourse, and site hydrology.
  - f. Any recommended monitoring requirements, identifying actions that will be taken to ensure all proposed activities are completed as described, including a monitoring schedule and process for resolving any non-compliance.
  - g. Recommended actions to restore or enhance riparian functions or habitat that have been degraded prior to development or that would be impacted by the proposed development.
  - h. For a stream, as defined under the Riparian Areas Regulation, professional certification by the Qualified Environmental Professional(s) preparing the report that he or she is qualified to carry out the assessment, that the assessment methods have been followed, and provides his or her professional opinion that:
    - i. If the development is implemented as proposed there will be no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area, or
    - ii. If the streamside protection and enhancement areas identified in the report are protected from the development and the measures identified in the report as necessary to protect the integrity of those areas from the effects of the development are implemented by the developer, there will be no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area.
16. For an application for a permit in respect of a development permit area designated under s. 919.1(1)(a) of the *Local Government Act* for the purpose of requiring development permits for **Steep Slopes**, the report shall contain the following information:
- a. A site plan professionally prepared at an appropriate scale, based on a legal survey, delineating the proposed development and associated features, the development permit area boundary, existing buildings and structures, roads and driveways, topographic features and significant features identified in the site

inventory and conservation evaluation. Site profiles and cross sections demonstrating terrain conditions prior to disturbance and intended conditions post development shall be included.

- b. A site inventory, commenting on the ecosystem classification, and based on current best practices, such as the Resources Information Standards Committee Standards for Describing Terrestrial Ecosystems in the Field, providing information on the existing plant communities, aquatic and terrestrial habitats, sensitive ecosystems, nesting trees, the presence of rare species and rare plant communities, current on-site and adjacent land uses, slope stability, erosional processes, hydrology and topography.
  - c. A site background analysis that includes the following known information on the site:
    - A check for observed species and ecosystems at risk;
    - A description of the context of the site including the use of adjacent lands and proximity to protected areas;
    - A check for the presence of raptor and heron nests;
    - A check for the presence of fish-bearing water courses.
  - d. A description of the proposed development detailing construction, cut and fill, blasting, road or driveway construction, vegetation clearing, alteration to hydrological systems, septic field installation, landscaping, or other land alteration during or after the development phase. The report should also identify alternative development options.
  - e. An assessment of the nature and extent of the impact of the proposed development, in particular anticipated impacts on identified environmentally valuable features, including but not limited to sensitive ecosystems, rare plant communities, rare species habitat, and site hydrology. The assessment should identify impacts stemming from the construction phase, the intended long-term use of the site, and any cumulative impacts of development in the area. The assessment should also include identification of potential impacts on adjacent sites and proximate sensitive areas.
  - f. Recommended measures to limit, mitigate and manage the impacts of the proposed development on environmentally valuable features. The report should describe mitigation measures and their anticipated effectiveness in maintaining the health, form and function of environmentally valuable features.
  - g. Any recommended monitoring requirements, identifying actions that will be taken to ensure all proposed activities are completed as described, including a monitoring schedule and process for resolving any non-compliance.
  - h. Recommended actions to restore or enhance ecosystem functions or habitat that have been degraded prior to development or that would be impacted by the proposed development.
17. Development Approval Information required in Sections 15 and 16 must be prepared by a professional or professionals, with qualifications specified in the table below, and in good standing with his/her professional organization within British Columbia, acting within his/her area of expertise, and with demonstrated and pertinent experience and/or training; except that the official may approve the involvement of a person having different qualifications if demonstrated, relevant, experience and qualifications are in the official's opinion suitable for the preparation of the information being provided in relation to a particular development permit application:

| TYPE OF INFORMATION | CONSULTING PROFESSIONAL                                                                 |
|---------------------|-----------------------------------------------------------------------------------------|
| Riparian Areas      | Qualified Environmental Professional                                                    |
| Steep Slopes        | Registered Professional Biologist (R.P. Bio.) or Registered Professional Forester (RPF) |

18. If the official is not satisfied that the impact information provided by the applicant is sufficient to comply with the requirements of the bylaw, either in scope, level of detail, accuracy or in any other respect, or does not address any particular information requirements that are identified in or arise from any applicable guidelines in an official community plan, the official may require the applicant to provide, at the applicant's expense, further information reasonably required to comply with the bylaw, but a requirement for further information may be imposed once only.

## PART VI TERMS OF REFERENCE

19. Within 30 days of the receipt of an application for the following:

- a. amendments to a bylaw of the Denman Island Local Trust Committee enacted under s.903 of the *Local Government Act*

the official shall provide to the applicant written Terms of Reference for the preparation of information on the impact of the activity or development that is the subject of the application.

20. To the extent that the proposed activity or development can reasonably be expected to have an appreciable impact on any of the following matters, the Terms of Reference must include those matters in the scope of the information that is to be prepared:

- a. the natural environment of the area affected, including sensitive ecosystems and the habitat of rare or threatened species, including surrounding habitats impacted by the development activity ;
- b. hazards, including geological, flood, stormwater, and wildfire hazards;
- c. greenhouse gas emissions, anticipated energy usage, and carbon emissions;
- d. groundwater resources;
- e. local infrastructure, including highways, ferry, water supply and sewage systems, fire protection systems, solid waste disposal and recycling facilities, utilities, local parking facilities and any other affected public infrastructure;
- f. local and off-island public or community facilities;
- g. local and off-island commercial services and employment opportunities;
- h. affordable and seniors housing needs;
- i. agricultural reserve lands and agricultural and forestry uses in the vicinity of the development;



- j. cultural heritage resources including resources of historical, cultural, archaeological, paleontological or architectural significance whether on land or underwater; and
  - k. aesthetic values including the visual appearance of the development from adjacent properties, public lands, or the sea, and the effect of any artificial lighting proposed.
23. In addition to any matter listed in s.22, the official may include in the Terms of Reference any other matter on which the official considers information ought to be provided to the Local Trust Committee to permit a full understanding of the impact of the proposed activity or development on the island community affected.
24. The Terms of Reference must address any particular information requirements that are identified in or arise from any applicable guidelines in an official community plan, and in all cases must address any particular information requirements specified for such an application in any development application procedures bylaw of the Local Trust Committee.
25. In addition to any other requirements the Terms of Reference may require the person preparing the impact information to provide information on the relationship between the proposed activity or development and
- a. the object of the Islands Trust set out in the *Islands Trust Act*;
  - b. the Islands Trust Policy Statement;
  - c. the Islands Trust Fund Plan; and
  - d. in the case of a proposed zoning amendment, the official community plan of the Local Trust Committee.
26. The Terms of Reference may specify that the impact information will be prepared by a person having professional expertise in the matters included in the Terms of Reference, and may include information specifying the identity, qualifications and experience of the person who the applicant proposes to engage to prepare the information.
27. The Terms of Reference must specify the date by which and the form and the number of copies in which the impact information will be provided.

## **PART VII        PREPARATION OF DEVELOPMENT APPROVAL INFORMATION**

28. The applicant must prepare the impact information in accordance with the accepted Terms of Reference and within the time specified in the Terms of Reference must provide it to the Local Trust Committee, at the applicant's expense.
29. For every matter within the scope of s.22 that is included in the Terms of Reference, the applicant must
- a. identify relevant baseline information and document the nature of the resource or other matter on which the proposed activity or development may have an impact;
  - b. identify and describe the potential and likely impacts of the activity or development including any cumulative effects when combined with other projects proposed or under development;

- c. evaluate the impacts in terms of their significance and the extent to which and how they might be mitigated; and
  - d. make recommendations as to conditions of approval that may be appropriate to ensure that undesirable impacts are minimized or avoided,
- all in accordance with generally accepted impact assessment methodology.
- 30. If the Terms of Reference specify professional expertise in the preparation of impact information, prior to authorizing the preparation of the information by any person the applicant must deliver to the official information specifying the identity, qualifications and experience of the person who the applicant proposes to engage to prepare the information, unless that information was included in the approved Terms of Reference.
  - 31. Within 10 business days of receipt of the information, the official must advise the applicant whether the proposed person is acceptable, and if the person is not acceptable the official must advise the applicant in writing of the reason and may propose one or more alternative acceptable persons. If such advice is not provided by the end of the tenth business day, the official is deemed to have accepted the proposed person.
  - 32. If the official is not satisfied that the impact information provided by the applicant is sufficient to comply with the Terms of Reference, either in scope, level of detail, accuracy or in any other respect, the official may require the applicant to provide, at the applicant's expense, further information reasonably required to comply with the Terms of Reference, but a requirement for further information may be imposed once only. If the additional information is found to be deficient by the official, the application will be declined.

## **PART VIII INDEPENDENT REVIEW**

- 33. If the official considers that the impact information provided by the applicant, or any portion of it, requires an independent review prior to being considered by the Local Trust Committee, the official may require the applicant to provide such a review of the information including the methodology used in its preparation.
- 34. The official may specify that the independent review be conducted by a member of the relevant professional association, and may specify terms of reference for the review.
- 35. The applicant must arrange for the independent review to be conducted and submitted in writing to the Local Trust Committee, at the applicant's expense and within the time specified by the official.

## **PART IX PROPRIETARY RIGHTS IN INFORMATION**

- 36. The information that is provided to the Local Trust Committee pursuant to this Bylaw is required by the Local Trust Committee in the exercise of its powers under the *Local Government Act* and the *Islands Trust Act*. Every report or other document provided to the Local Trust Committee pursuant to this Bylaw must accordingly contain an express grant of permission to the Local Trust Committee to use and reproduce the information contained in the report or other document for non-commercial purposes.

## PART X TRANSITION

37. Islands Trust Council Bylaw No. 57, 1998 cited as the "Denman Island Local Trust Committee Impact Assessment Bylaw No. 57, 1998" is repealed.

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

Chair

Secretary



# STAFF REPORT

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**Date:** November 29, 2012

**File No.:** 3050-01  
(DE- Advisory Committees)

**To:** Denman Island Local Trust Committee  
**For meeting of December 11, 2012**

**From:** Courtney Simpson, Acting Regional Planning Manager

**CC:** Aleksandra Brzozowski, Island Planner

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**Re: Appointments to Advisory Planning Commissions**

## PURPOSE:

The purpose of this staff report is to recommend the LTC advertise for membership to the Advisory Planning Commission (APC), Marine Advisory Planning Commission, and Agriculture Advisory Planning Commission in order to replace or reappoint members whose terms are expiring in early 2013, and to establish an Agriculture Advisory Planning Commission for the first time.

## BACKGROUND:

The Denman Island Local Trust Committee (LTC) currently has two active Advisory Planning Commissions (APC) the:

- Advisory Planning Commission; and the
- Marine Advisory Planning Commission.

A Special Projects APC, the Agriculture Plan Steering Committee, members' terms expire on December 31, 2012 but as their work on the Farm Plan is complete, as per their Terms of Reference, this Special Projects APC will not continue.

The Farm Plan includes a recommendation to establish an Agriculture Planning Advisory Commission that would advise the LTC on applications and projects related to agriculture. An Agriculture Advisory Committee could be important for implementation of other recommendations in the Farm Plan. The Advisory Planning Commission Bylaw No. 203 establishes an Agriculture Advisory Planning Commission that may consist of up to six members.

The Advisory Planning Commission Bylaw No. 203 establishes that the Marine APC and the general APC may each have up to six members and that the LTC may appoint up to three members in even-numbered years and up to three members in odd-numbered years. The Marine APC currently has five members, with two members' terms to expire on April 3, 2013 and the general APC has six members with three members' terms to expire on February 28, 2013.

## STAFF COMMENTS:

The LTC has not sent any referrals to the Marine APC since they were appointed on April 3, 2013. However, the work program item related to marine issues was moved to first on the Top Priorities List at the last LTC meeting, and work is beginning on this topic. They are likely to have one or more referrals sent to them by the LTC in 2013.

APC's can represent a significant workload for staff including planners writing referrals and sometimes attending meetings, and administrative staff receiving, editing and managing minutes as well as keeping track of members' terms and expiry dates. The LTC should regularly consider the need for an APC and if there is not a need, allowing members' terms to expire without reappointing.

Although there are workload implications, staff does recommend appointing a new APC, the Agriculture Advisory Planning Commission, because of the importance of this recommendation in the recently-completed Farm Plan. An Agriculture APC could be instrumental in implementing other recommendations of the Farm Plan.

Although the Marine APC members' terms expire on April 3, 2013 and the general APC members' terms expire earlier, on February 28, 2013, staff recommends advertising is done jointly for both, or all three APC's, to save on advertising and staff time in managing it. Advertising could be in early February.

## RECOMMENDATIONS:

That the Denman Island Local Trust Committee instruct staff to advertise for:

- up to three members for the Advisory Planning Commission;
- up to three members for the Marine Advisory Planning Commission; and
- up to six members for the Agriculture Advisory Planning Commission.

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Prepared and Submitted by:

*Courtney Simpson*

November 29, 2012

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Courtney Simpson, MCIP  
Acting Regional Planning Manager

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Date



# Islands Trust

Preserving **island** communities, culture and environment.

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## Population (2011):

Approximately 1,022

## Size:

5,108 hectares (12,622 acres)

## Location:

22 kilometres south-east of Courtenay on Vancouver Island.

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## Denman Island Local Trust Committee

### Latest News

In this section you will find current news items that are relevant to your Local Trust Area and your community. [Subscribe](#) to the Denman Island Latest News updates and receive the latest information on official community plan reviews, staff reports, notifications and other documents published in the latest news section.

### November 2012

- [After nearly three years of hard work, the Denman Island Farm Plan is complete! Hard copies will be available on Denman Island shortly.](#)
- [Islands Trust 2011-2012 Annual Report is now published. Page 32 of the report provides a summary of the work of the Denman Island Local Trust Committee](#)

### November 2011

- [Denman Island Community Heritage Register has been adopted, commemorating the Denman Island Community Hall and the Marcus Isbister Old School Centre](#)

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## Denman Island Local Trust Committee Standing Resolutions

- [Home Based Guest Accommodations - May 1, 2012](#)

## Denman Island Farm Plan

- [Draft Denman Island Farm Plan for public comment and cover letter for comments](#) - Copies also available at Abraxas Books
- [Visit the Farm Plan Blog for updated information, next meeting date, and opportunities to post comments](#)
- [Denman Island Farm Plan Public Consultation Brief - November 30th, 2011](#)
- [Food and Farming on Denman Island: Consumer and Producer Perspectives - Report](#)
- [Terms of Reference for Agriculture Plan Steering Committee](#)
- [Agriculture Plan Steering Committee Minutes](#)
- [Denman Island Agriculture Strategy | Land Use Inventory Map | Crop Map | Pasture/Forage and Livestock Map | Soils Map](#)
- [Islands Trust Report: Exploring Food Security In the Islands Trust Area](#)

## Rezoning Application for Affordable Housing from Denman Community Land Trust Association (DE-RZ-2011.1)

- [Staff Report for meeting of January 24, 2012](#)
- [Staff Report for meeting of October 13, 2011](#)
- [Staff Report for meeting of September 12, 2011](#)
- [DCLTA Tenant Selection Criteria](#)
- [Application form and package](#)
- [Mapping and Preliminary Biological Description of DCLTA Keystone Project Property](#)

## Watercourse Mapping

- [Riparian Areas Regulation Implementation on Denman Island - Fact Sheet January 2012](#)
- [RAR Stream Identification of the Morrison Marsh System](#)

## Committee Links

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[Land Use Application Forms](#)

**Ecosystem Mapping**

- [Denman Island Local Trust Area ecosystem maps and feedback form](#)

**Land Use and Development Information**

- [Denman Island Development Permit Brochure](#)
- [Regulation of Land Use on Denman Island](#)
- [Denman Island Siting and Use Permit Brochure](#)

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**Denman Island Density Potential Mapping**

- [Density Potential Map - October 2010](#)

**Relevant Research and Reports**

- [Housing Needs Assessment on Hornby and Denman Island - Final Report](#)

**Map of New Ministry of Environment Protected Area showing the North Denman Lands**

- [Denman Island Protected Area Acquisitions 2010](#)

**Shoreline Management Resources**

- [Coastal Shores Stewardship](#)
- [Caring for our Shores](#)
- [Greenshores](#)

**Denman Island Community Profile**

**Denman Island Community Heritage Register**

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