



Denman Island Local Trust Committee

Regular Meeting Agenda

Date: December 10, 2024
Time: 10:00 am
Location: Denman Activity Centre
1111 Northwest Rd, Denman Island, BC

Pages

1. **CALL TO ORDER** 10:00 AM - 10:00 AM
"Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."
2. **TERRITORIAL ACKNOWLEDGEMENT**
3. **APPROVAL OF AGENDA** 10:00 AM - 10:05 AM
4. **PROJECTS** 10:05 AM - 10:15 AM
 - 4.1 Denman Island Temporary Use Permit Review Project- Staff Report 4 - 10
5. **COMMUNITY INFORMATION MEETING - Proposed Bylaw Nos. 248 and 249 - Housing-Related Temporary Use Permit Review Project** 10:15 AM - 10:30 AM
 - 5.1 Planner Presentation
 - 5.2 Question and Answer Period
6. **PUBLIC HEARING** 10:30 AM - 11:10 AM
 - 6.1 Proposed Bylaw Nos. 248 and 249 - Housing-Related Temporary Use Permit Review
 - 6.2 Recall to Order
7. **REPORTS** 11:10 AM - 11:25 AM
 - 7.1 Trustee Reports
 - 7.2 Chair's Report
 - 7.3 Electoral Area Director's Report
8. **PUBLIC COMMENTS** 11:25 AM - 11:45 AM

9.	MINUTES	11:45 AM - 11:50 AM	
9.1	Local Trust Committee Minutes dated October 8, 2024 - for adoption		11 - 18
9.2	Section 26 Resolutions-Without-Meeting Report dated December 3, 2024		19 - 19
9.3	Advisory Planning Commission Minutes - none		
10.	BUSINESS ARISING FROM MINUTES	11:50 AM - 12:05 PM	
10.1	Follow-up Action List dated December 3, 2024		20 - 26
11.	DELEGATIONS - none		
	~ BREAK 12:05 PM - 12:35 PM ~		
12.	APPLICATIONS AND REFERRALS	12:35 PM - 12:50 PM	
12.1	PLRZ20240055 (Denman Conservancy) - Preliminary Staff Report		27 - 50
13.	LOCAL TRUST COMMITTEE PROJECTS	12:50 PM - 1:25 PM	
13.1	Minor Project: Housing-Related Temporary Use Permit Review - Post Public Hearing Staff Report		51 - 53
13.2	Major Project: Denman Housing Review Project Update - Staff Report		54 - 63
14.	CORRESPONDENCE	1:25 PM - 1:30 PM	
	(Correspondence received concerning current applications or projects is posted to the LTC webpage)		
14.1	Letter dated November 26, 2024 from Denman Conservancy Association regarding ALR Land Development on Denman Island		64 - 69
15.	NEW BUSINESS - none		
16.	STAFF REPORTS	1:30 PM - 2:00 PM	
16.1	Phase 4 Community Engagement Options - Policy Statement Amendment Project - Staff Report		70 - 74
16.2	Draft 2025/2026 Denman Island Local Trust Committee Meeting Schedule - Request for Decision		75 - 77
16.3	Highlights of the Trust Conservancy November 19th, 2024 Board Meeting		78 - 80
16.4	Trust Conservancy - The Heron - Fall Edition		81 - 84
16.5	Applications Report dated December 5, 2024		85 - 86
16.6	Trustee and Local Expense Report - October, 2024		87 - 87

16.7	Adopted Policies and Standing Resolutions	88 - 98
16.8	First Nations Relationship Building Update	
16.9	Local Trust Committee Webpage	
17.	WORK PROGRAM	2:00 PM - 2:15 PM
17.1	Active Projects Report dated December 3, 2024	99 - 99
17.2	Future Projects Report dated December 3, 2024	100 - 101
18.	UPCOMING MEETINGS	
18.1	Next Regular Meeting Scheduled - to be Decided	
19.	ADJOURNMENT	2:15 PM - 2:15 PM

File No.: 6500-20
(Denman TUP Review)

DATE OF MEETING: December 10, 2024
TO: Denman Island Local Trust Committee
FROM: Marlis McCargar, Island Planner
Northern Team
SUBJECT: Denman Island TUP Review Project

RECOMMENDATION

1. **That the Denman Island Local Trust Committee Bylaw No. 249, cited as the “Denman Island Land Use Bylaw, 2008, Amendment No. 1, 2024”, be amended as follows:**
 - i. Part 3 – ZONE REGULATIONS, Section 3.3 Residential Zoning Tables – Table 3 – Density of Uses, Buildings and Structures is amended by adding the following after line 3 “maximum number of secondary dwelling units per lot”, placing the number “1” in the R2 column, placing “n/a” in all other columns, and renumbering accordingly.
 - ii. Part 3 – ZONE REGULATIONS, Section 3.4 Resource Zoning Tables – Table 3 – Density of Uses, Buildings and Structures is amended by adding the following after line 3 “maximum number of secondary dwelling units per lot”, placing the number “1” in the A, F and RE columns, and renumbering accordingly.
2. **That the Denman Island Local Trust Committee Bylaw No. 249, cited as the “Denman Island Land Use Bylaw, 2008, Amendment No. 1, 2024”, be read a first time as amended.**

REPORT SUMMARY

This report provides proposed amendments for the Denman Island Local Trust Committee (LTC) to consider for Proposed Bylaw No. 249. The amendments focus on clarifying whether secondary dwelling units should be permitted on a per-lot basis or per primary dwelling. This clarification is recommended to address ambiguities in the current Land Use Bylaw (LUB) regarding secondary dwellings. Staff recommend adopting a per-lot approach to ensure consistency and alignment with sustainable land use practices but seek direction from the LTC to confirm their preferred approach. The revised bylaw proposal is attached for LTC review ahead of the Public Hearing.

BACKGROUND

The Housing Review Project, aimed at addressing housing needs, has been the Denman Island Local Trust Committee's (LTC) top priority since 2022. On April 9, 2024, the Denman Island LTC received a staff report outlining options for a minor project. The LTC decided to advance a small yet significant aspect of the housing work ahead of the major project.

At the August 13, 2024 regular meeting the Denman Island LTC, the following resolutions were passed:

DE-2024-057

C:\Program Files\eSCRIBE\TEMP\3b8d9de9-f995-4845-a199-785072d9399d\16451266345DE-LTC_2024-12-10_TUP-REVIEW-PRJ_STAFF-RPT_FINAL.docx

It was MOVED and SECONDED

that the Denman Island Local Trust Committee Bylaw No. 248, cited as the “Denman Island Official Community Plan, 2008, Amendment No. 1, 2024”, be read a first time.

CARRIED

DE-2024-058

It was MOVED and SECONDED

That the Denman Island Local Trust Committee Bylaw No. 249, cited as the “Denman Island Land Use Bylaw, 2008, Amendment No. 1, 2024”, be read a first time.

CARRIED

DE-2024-059

It was MOVED and SECONDED

that the Denman Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 248, cited as “Denman Island Official Community Plan, 2008, Amendment No. 1, 2024”, is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

DE-2024-060

It was MOVED and SECONDED

that the Denman Island Local Trust Committee request staff to refer Bylaw No. 248 and Bylaw No. 249 to the following agencies and First Nations for comment: Cowichan Tribes, Halalt First Nation, Da'naxda'xw/Awaetlala First Nation, Qualicum First Nation, Lyackson First Nation, Penelakut Tribe, Snuneymuxw First Nation, Snaw'Naw'As Nation, Stz'uminus First Nation, Te'Mexw Treaty Association, Tsu'uubaa-asatx First Nation, Tlowitsis First Nation, Homalco First Nation (Xwemalhkwa), Tla'amin Nation, Nanwakolas Council, Wei Wai Kum Nation, We Wai Kai Nation, Mamalilikulla First Nation, K'omoks First Nation, Comox Valley Regional District, School District #71 (Comox Valley), Hornby Island Local Trust Committee, Denman Island Fire Department, and Ministry of Municipal Affairs and Housing.

CARRIED

DE-2024-061

It was MOVED and SECONDED

that the Denman Island Local Trust Committee request staff to schedule a Community Information Meeting and Public Hearing for Proposed Bylaw Nos. 248 (OCP) and 249 (LUB).

CARRIED

Background information regarding the project and the Project Charter can be found on the Denman Project webpage: <https://islandstrust.bc.ca/island-planning/denman/projects/>

ANALYSIS

Proposed Bylaw No. 249

The proposed bylaw is attached for the LTC's consideration.

1. Removal of Temporary Use Permits for Secondary Dwellings

Per the Denman Island Land Use Bylaw (2008), secondary dwellings may be permitted by Temporary Use Permit (TUP) on R2, A, F, and RE-zoned lands, except on ALR-zoned A properties, where secondary dwellings are allowed outright. Out of the 37 eligible properties (R2, F, RE-zoned), uptake has been low, with only two TUP applications since 2008. Reports from [Vancouver Island University \(VIU\)](#) and the Denman Island [Housing Advisory Committee \(HAPC\)](#) recommend removing TUP requirements to promote long-term rental options, reduce administrative barriers, and better align with community housing objectives.

The LUB is currently unclear on whether secondary dwelling units are permitted per lot or per primary dwelling. Additionally, proposed Bylaw No. 249 does not include specific density regulations for secondary dwelling units. To address this ambiguity and ensure consistent interpretation, staff recommend amending the bylaw to explicitly state that secondary dwellings are permitted per lot rather than per primary residence. This approach aligns with sustainable land use goals and limits unintended increases in density that could arise on lots with multiple primary dwellings. For example, 14 properties in the R2 zone currently have more than one civic address, suggesting the potential for multiple-dwelling scenarios. A per-lot standard would provide clear development limits and ensure manageable density.

While staff recommend this approach, we are seeking direction from the LTC to ensure the bylaw aligns with their preferred strategy.

Rationale for Recommendation

Proposed Bylaw No. 249 currently lacks clarity regarding whether secondary dwellings are permitted on a per-lot basis or per primary residence. Staff recommend specifying that secondary dwellings be permitted on a per-lot basis to ensure consistent interpretation, predictable application, and alignment with sustainable land use practices.

ALTERNATIVES

1. Direction to amend the proposed bylaw further

The LTC may wish to make amendments to the proposed bylaw. Recommended wording for the resolution is as follows:

That the Denman Island Local Trust Committee amend draft Bylaw No. 249, cited as the “Denman Island Land Use Bylaw, 2008, Amendment No. 1, 2024” by...

2. Request further information

The LTC may request further information prior to making a decision. If selecting this alternative, the LTC should describe the specific information needed and the rationale for this request. Recommended wording for the resolution is as follows:

That the Denman Island Local Trust Committee request staff to provide further information on...

3. Proceed no further

The LTC may choose to make no amendments to the Denman Island OCP and LUB. The project would be removed from the Top Priority List

Submitted By:	Marlis McCargar, Island Planner	November 22, 2024
Concurrence:	Renée Jamurat, RPP MCIP, Regional Planning Manager	November 29, 2024

ATTACHMENTS

- 1. Proposed Bylaw No. 249 – track changes copy
- 2. Proposed Bylaw No. 249 – clean copy

PROPOSED

DENMAN ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 249

A BYLAW TO AMEND DENMAN ISLAND LAND USE BYLAW, 2008

The Denman Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Denman Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Denman Island Land Use Bylaw, 2008, Amendment No. 1, 2024”.

2. Denman Island Local Trust Committee Bylaw No. 186, cited as “Denman Island Land Use Bylaw, 2008,” is amended as per Schedule 1 attached to and forming part of this bylaw.

READ A FIRST TIME THIS 13TH DAY OF AUGUST , 2024

READ A SECOND TIME THIS _____ DAY OF _____ , 202X

PUBLIC HEARING HELD THIS _____ DAY OF _____ , 202X

READ A THIRD TIME THIS _____ DAY OF _____ , 202X

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

_____ DAY OF _____ , 202X

ADOPTED THIS _____ DAY OF _____ , 202X

Chair

Secretary

**DENMAN ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 249**

Schedule 1

1. Schedule "A" of Denman Island Land Use Bylaw, 2008, is amended as follows:

- 1.1 Part 2 – GENERAL REGULATIONS, Section 2.1 – Uses, Buildings and Structures, Subsection 4 is amended by deleting the paragraph in its entirety and replacing with:

Secondary dwelling units are permitted on lands zoned as "R2" (Rural Residential), "A" (Agriculture), "F" (Forestry) and "RE" (Resource), and on properties in the Agricultural Land Reserve.

Secondary suites are generally permitted within a principal dwelling within these zoning designations.

- 1.2 Part 2 – GENERAL REGULATIONS, Section 2.1 – Uses, Buildings and Structures, Subsection 6 is amended by deleting "by a Temporary Use Permit".

- 1.3 Part 3 – ZONE REGULATIONS, Section 3.3 Residential Zoning Tables – Table 3 – Density of Uses, Buildings and Structures is amended by adding the following after line 3 "maximum number of secondary dwelling units per lot", placing the number "1" in the R2 column, placing "n/a" in all other columns, and renumbering accordingly.

- 1.21.4 Part 3 – ZONE REGULATIONS, Section 3.3 Residential Zoning Tables – Table 1 – Permitted Uses – Accessory Uses is amended by deleting the following asterisk in number 10:
"Secondary dwelling units must be approved through a Temporary Use Permit".

- 1.5 Part 3 – ZONE REGULATIONS, Section 3.4 Resource Zoning Tables – Table 1 – Permitted Uses – is amended by deleting the following words in item 14 "(requires approval by a Temporary Use Permit)".

- 1.6 Part 3 – ZONE REGULATIONS, Section 3.4 Resource Zoning Tables – Table 3 – Density of Uses, Buildings and Structures is amended by adding the following after line 3 "maximum number of secondary dwelling units per lot", placing the number "1" in the A, F and RE columns, and renumbering accordingly.

- 1.41.7 Part 5 – TEMPORARY USE PERMITS, "Area 2", is deleted in its entirety and is renumbered accordingly.

PROPOSED

DENMAN ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 249

A BYLAW TO AMEND DENMAN ISLAND LAND USE BYLAW, 2008

The Denman Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Denman Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Denman Island Land Use Bylaw, 2008, Amendment No. 1, 2024”.

2. Denman Island Local Trust Committee Bylaw No. 186, cited as “Denman Island Land Use Bylaw, 2008,” is amended as per Schedule 1 attached to and forming part of this bylaw.

READ A FIRST TIME THIS 13TH DAY OF AUGUST , 2024

READ A SECOND TIME THIS _____ DAY OF _____ , 202X

PUBLIC HEARING HELD THIS _____ DAY OF _____ , 202X

READ A THIRD TIME THIS _____ DAY OF _____ , 202X

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

_____ DAY OF _____ , 202X

ADOPTED THIS _____ DAY OF _____ , 202X

Chair

Secretary

**DENMAN ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 249**

Schedule 1

1. Schedule "A" of Denman Island Land Use Bylaw, 2008, is amended as follows:
 - 1.1 Part 2 – GENERAL REGULATIONS, Section 2.1 – Uses, Buildings and Structures, Subsection 4 is amended by deleting the paragraph in its entirety and replacing with:

Secondary dwelling units are permitted on lands zoned as "R2" (Rural Residential), "A" (Agriculture), "F" (Forestry) and "RE" (Resource), and on properties in the Agricultural Land Reserve.

Secondary suites are generally permitted within a principal dwelling within these zoning designations.
 - 1.2 Part 2 – GENERAL REGULATIONS, Section 2.1 – Uses, Buildings and Structures, Subsection 6 is amended by deleting "by a Temporary Use Permit".
 - 1.3 Part 3 – ZONE REGULATIONS, Section 3.3 Residential Zoning Tables – Table 3 – Density of Uses, Buildings and Structures is amended by adding the following after line 3 "maximum number of secondary dwelling units per lot", placing the number "1" in the R2 column, placing "n/a" in all other columns, and renumbering accordingly.
 - 1.4 Part 3 – ZONE REGULATIONS, Section 3.3 Residential Zoning Tables – Table 1 – Permitted Uses – Accessory Uses is amended by deleting the following asterisk in number 10: "Secondary dwelling units must be approved through a Temporary Use Permit".
 - 1.5 Part 3 – ZONE REGULATIONS, Section 3.4 Resource Zoning Tables – Table 1 – Permitted Uses – is amended by deleting the following words in item 14 "(requires approval by a Temporary Use Permit)".
 - 1.6 Part 3 – ZONE REGULATIONS, Section 3.4 Resource Zoning Tables – Table 3 – Density of Uses, Buildings and Structures is amended by adding the following after line 3 "maximum number of secondary dwelling units per lot", placing the number "1" in the A, F and RE columns, and renumbering accordingly.
 - 1.7 Part 5 – TEMPORARY USE PERMITS, "Area 2", is deleted in its entirety and is renumbered accordingly.



Denman Island Local Trust Committee

Minutes of Regular Meeting

Date: October 8, 2024
Location: Denman Activity Centre
 1111 Northwest Rd, Denman Island, BC

Members Present: David Maude, Chair
 David Graham, Trustee
 Sam Borthwick, Trustee

Staff Present: Renée Jamurat, Regional Planning Manager (electronic)
 Marlis McCargar, Island Planner
 Narissa Chadwick, Island Planner (electronic)
 Margot Thomaidis, Planner 2 (electronic)
 Warren Dingman, Bylaw Compliance & Enforcement Manager (electronic)
 Lisa Millard, Meeting Administrator/Recorder

Others Present: There were approximately four members of the public in attendance.

1. CALL TO ORDER

Chair Maude called the meeting to order at 10:00 a.m. He acknowledged that the meeting was held on the territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

3. REPORTS

3.1 Trustee Reports

Trustee Graham reported attendance at recent Committee of the Whole meeting to discuss amendments to the draft Policy Statement.

Trustee Borthwick reported attendance at Trust Council.

3.2 Chair's Report

Chair Maude reported the following:

- Attended Trust Council and noted letter being sent to the Province requesting a governance review;
- Attended Union of BC Municipalities conference; and
- Chief Administrative Officer Hiring Committee will be announcing decision soon.

3.3 Electoral Area Director's Report - none

4. PUBLIC COMMENTS

A member of the public, representing the community housing society, noted support received to advance their housing project to the Comox Regional District.

5. MINUTES

5.1 Local Trust Committee Minutes dated August 13, 2024 - for adoption

The following amendments were presented for consideration:

Page 2 of the minutes, second bullet point in Public Comments section, change "July, 2024" to "June, 2024".

By general consent, the minutes were adopted as amended.

5.2 Section 26 Resolutions-Without-Meeting Report dated October 1, 2024

Received for information.

5.3 Advisory Planning Commission Minutes - none

6. BUSINESS ARISING FROM MINUTES

6.1 Follow-up Action List dated October 1, 2024

Planner noted call for expressions of interest to join the Advisory Planning Commission had been sent out again.

7. DELEGATIONS - none

8. APPLICATIONS AND REFERRALS

8.1 DE-RZ-2024.1 (Triple Rock Land Co-op) - Staff Report

Planner stated the application was to amend the Land Use Bylaw to allow for additional density by increasing the number of units on the subject property and to permit secondary suites in all units.

Discussion ensued and it was clarified that when a suite is built, the property owner is required to submit a 'septic filing' from a Registered Onsite Wastewater Practitioner (ROWP) or a Professional Engineer prior to construction. Island Health is responsible for the approval and oversight of onsite sewage disposal systems on Denman Island and plays a regulatory role in ensuring septic systems are designed, installed, and maintained according to the Sewerage System Regulation.

It was noted that the applicant was in attendance.

DE-2024-064

It was MOVED and SECONDED

that the Denman Island Local Trust Committee Bylaw draft No. 250, cited as "Denman Island Land Use Bylaw, 2008, Amendment No. 2, 2024", be amended to add "Part 3 – ZONE REGULATIONS, Section 3.3 Residential Zoning Tables – Table 3 – Density of Uses, Buildings and Structures is amended by replacing the number "15" with the number "19" after Section 1.4 in Schedule 1.

CARRIED

DE-2024-065

It was MOVED and SECONDED

that Denman Island Local Trust Committee Bylaw No. 250 cited as “Denman Island Land Use Bylaw, 2008, Amendment No. 2, 2024” be read a first time.

CARRIED

DE-2024-066

It was MOVED and SECONDED

that the Denman Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 250, cited as “Denman Island Land Use Bylaw, 2008, Amendment No. 2, 2024”, is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

DE-2024-067

It was MOVED and SECONDED

that Proposed Bylaw No. 250 be referred to the following First Nations, Local Governments and agencies for comment: Cowichan Tribes, Halalt First Nation, Da'naxda'xw/Awaetlala First Nation, Qualicum First Nation, Tla'amin Nation, Nanwakolas Council, Wei Wai Kum Nation, We Wai Kai Nation, Lyackson First Nation, Penelakut Tribe, Snuneymuxw First Nation, Snaw'Naw'As Nation, Stz'uminus First Nation, Te'Mexw Treaty Association, Tsu'uubaa-asatx First Nation, Tlowitsis First Nation, Homalco First Nation (Xwemalhkwu), Mamalilikulla First Nation, K'ómoks First Nation, Comox Valley Regional District, School District #71 (Comox Valley), Hornby Island Local Trust Committee, Denman Fire Department, and Island Health.

CARRIED

8.2 DE-RZ-2023.1 (Komas Ranch) - Staff Verbal Update

The Planner provided a verbal update and highlighted the following:

- Early referrals had gone out;
- Engagement with K'ómoks First Nation is ongoing;
- Staff are planning to meet with archeology staff to discuss terms of reference for specific requirements of preliminary field reconnaissance;
- Water and septic information has been provided by owners and applicants;
- Owners are exploring Natural Area Protection Tax Exemption Program (NAPTEC) covenant options;
- Staff are working on draft information package regarding possibility of a heritage conservation area and an information package for development permit for potential shoreline protection options; and
- Official Community Plan and Land Use Bylaws are being drafted.

Discussion ensued and Trustees requested staff follow up on the following points:

- Confirm accessory dwelling units have complied with the 400 square foot allowance provided in the original land contract with the regional district; and

- Confirm that a cultural heritage investigation permit (CHIP) is not required as per applicant's assertion that it is not necessary because new construction is not being undertaken.

9. LOCAL TRUST COMMITTEE PROJECTS

9.1 Minor Project: Housing Related Temporary Use Permit Review - Verbal Update

The Planner provided a verbal update and indicated that referrals had been sent out.

Trustees requested a community information meeting and public hearing be scheduled at the same time as the regularly scheduled business meeting in December, 2024.

9.2 Major Project: Denman Housing Project Update - Staff Report

The Planner provided a verbal update and highlighted the following:

- Project charter timelines have been updated for target completion within the current term; and
- Budget has been changed to reflect recommendation to provide K'ómoks First Nation with additional funds for continued engagement.

Discussion ensued and the following comments and clarifications were noted:

- Higher budget amount allocated for First Nations engagement has allowed K'ómoks First Nation to have their archaeologist explore and document heritage sites on the island; hire a biologist to work with cultural knowledge holders to document information, and create a baseline of foundational information for Islands Trust staff to better understand how to effectively engage with First Nations;
- Map has been provided by K'ómoks First Nation showing four areas of particular interest, additional areas may be identified, and staff can put this information into the framework of suitable land analysis components to indicate areas that are better, or less, suited for potential increased density or areas for exclusion;
- The Land Use Bylaw will be reformatted to improve readability, facilitate ease of amendments, ensure consistency with other documents, simplify zoning language, and incorporate cross-referencing for effective presentation at the community information meeting and public hearing; Working towards improving housing language definitions to encourage consistency between Islands Trust and provincial definitions;
- Staff to look into the benefits of permitting dwelling units in institutional zone as examples of funding becoming available since not having zoning in place has resulted in lost funding opportunities in the past;
- Regulations have been proposed to ensure vacation rentals are attached to a bed and breakfast operation to address bylaw enforcement issues and for clarity; however, it was noted that the Local Trust Committee should engage with community members to ensure that currently accepted practices are not inadvertently curtailed;
- Staff have provided bylaw examples of permissible alternative types of dwelling units and Trustees noted that as long as septic is dealt with appropriately then most alternative units would be acceptable;
- Bylaws should reflect that domestic water supply can be derived from cisterns;

- Secondary suite permissions can be expanded where there are existing water systems;
- Local Trust Committee would like to allow both secondary suites and accessory dwelling units on a property;
- Staff can have conversations with water suppliers to determine if a suite or an accessory dwelling unit could be served by a cistern;
- Siting and use permits would not be issued for new builds unless a cistern is installed;
- Clarity is required around allowance for cistern only versus water system or community water system;
- Local Trust Committee agrees with 18000 litres (5000 gallons) water storage requirement;
- Preferred choice to determine floor area maximum is the total combined floor area of all dwelling units versus lot coverage allowance; and
- Local Trust Committee encourages flexible housing options and opportunity to have them on larger lots.

Staff noted that the Local Trust Committee requested staff explore domestic water requirements.

DE-2024-068

It was MOVED and SECONDED

that the Denman Island Local Trust Committee approve the revised Denman Island Housing Review Project (Stage 2, Phase 2) Project Charter.

CARRIED

DE-2024-069

It was MOVED and SECONDED

that the Denman Island Local Trust Committee request staff provide the K'ómoks First Nations with an additional \$5,000 out of the existing project budget (2024-25) to support continued engagement on this project.

CARRIED

DE-2024-070

It was MOVED and SECONDED

that the Denman Island Local Trust Committee approve the next steps for completing Denman Island Housing Review Project (Stage 2, Phase 2A).

CARRIED

The meeting was recessed for a break at 12:20 p.m. and reconvened 12:55 p.m.

10. CORRESPONDENCE - none

(Correspondence received concerning current applications or projects is posted to the LTC webpage)

11. NEW BUSINESS

11.1 K'ómoks First Nations Presentation on Cultural Heritage Investigation Permits (CHIPs)

K'ómoks First Nation Archaeologist and Project Coordinator, Raini Bevilacqua, provided a presentation and highlighted the following:

- Cultural Heritage Investigation Permits (CHIPs) are a reconciliation tool;
- Impacts to K'ómoks First Nation cultural heritage can be managed and mitigated through CHIP system;
- Archaeology sites on public and private land are protected under the Heritage Conservation Act;
- Archaeology Branch only requires permits within registered and known site boundary;
- Archaeology sites are kept confidential in BC, resulting in a lack of awareness of registered sites on properties which creates potential for site destruction;
- CHIP allows K'ómoks First Nation to make informed decisions about irreversible impacts to their cultural heritage;
- CHIP required before project begins, within areas of high archeology potential or registered sites, and within 200 metres of registered arch sites and major waterbodies; and
- K'ómoks First Nation works with municipal, provincial, and federal agencies to streamline the process from permitting to protection.

Trustees thanked the presenter and had no further questions.

11.2 Dark Sky Principles Adoption Advocacy – Briefing
Received for information.

12. STAFF REPORTS

12.1 Trust Conservancy Report - none

12.2 Applications Report - none

12.3 Trustee and Local Expense Report dated July, 2024
Received for information.

12.4 Adopted Policies and Standing Resolutions
Received for information.

12.5 First Nations Relationship Building Update

12.5.1 Interest in Meeting with K'ómoks First Nations Chief and Council - Verbal Update

Regional Planning Manager Jamurat provided a verbal update.

DE-2024-071

It was MOVED and SECONDED

that Denman Island Local Trust Committee request staff to coordinate an update meeting between the Local Trust Committee and K'ómoks First Nation Chief and Council and that the Denman Island Local Trust Committee use up to \$1000 for arrangements to host a meeting if so desired.

CARRIED

12.6 Local Trust Committee Webpage
No changes at this time.

13. WORK PROGRAM

13.1 Active Projects Report dated October 1, 2024

Received for information.

13.2 Future Projects Report dated October 1, 2024

Received for information.

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for Tuesday, December 10, 2024 at 10:00 am at Denman Activity Centre, 1111 Northwest Road, Denman Island, BC

15. CLOSED MEETING

15.1 Motion to Close the Meeting

DE-2024-072

It was MOVED and SECONDED

that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1)(f)(g) for the purpose of considering:

- (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- (g) litigation or potential litigation affecting the municipality;

and that the Recorder and Staff attend the meeting.

CARRIED

The meeting was closed to the public at 1:42 p.m.

15.2 Recall to Order

The meeting was recalled to order at 2:10 p.m.

15.3 Rise and Report - none

16. ADJOURNMENT

By general consent, the meeting was adjourned at 2:11 p.m.

David Maude, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder

DRAFT



Resolutions Without Meetings Log

Denman Island

Resolution Number	Action	Date
2024-002	Carried	21-Oct-2024

Additional referrals for Bylaw No. 248 and Bylaw No. 249

that the Denman Island Local Trust Committee request staff to refer Bylaw No. 248 and Bylaw No. 249 to the following agencies and First Nations for comment:

- Ministry of Housing
- Ministry of Forests
- Ministry of Agriculture and Food
- Agricultural Land Commission

Follow Up Action Report

Denman Island

25-Jul-2023

Progress	Activity	Responsibility	Dates	Status
66%	1 Actions for the Major Project - Denman Island Housing Review Project (Project Charter, Business Case, Advisory Planning Commission Terms of Reference): 1. Staff to post Project Charter to project website, re: Denman Island Housing Review Project. - <i>complete</i>. 2. Staff note the endorsed amended project charter for the Denman Island Housing Review Project Stage 2, Phase 1 and 2. - <i>complete</i>. 3. Staff note the endorsed amended business case for the Denman Island Housing Review Project Stage 2, Phase 1, 2, and 3. - <i>complete</i>. 4. Staff note the endorsed amended Terms of Reference for the Housing Advisory Planning Commission (HAPC). - <i>complete</i>. 5. Staff note the endorsed amended Engagement Plan for the Denman Island Housing Review Project Stage 2, Phase 1, 2, and 3. - <i>noted</i>. 6. Staff to send a letter to First Nations to identify how they would like to be engaged on Denman Island's Housing Review Project. - <i>Completed, engagement ongoing. FN has requested an overall update for all projects from IT and included sharing information on the project. Date to be scheduled.</i> 7. Lead Planner to request the Regional Planning Committee submit a business case to Trust Council regarding water availability assessment and prioritize Denman Island in fiscal 2024/25. - <i>complete</i>. 8. Staff to schedule Community Meeting 1 following receipt of the October report from the Housing Advisory Planning Commission.	Chloe Straw Michelle Backe Narissa Chadwick		In Progress

Follow Up Action Report

Denman Island

20-Feb-2024

Progress	Activity	Responsibility	Dates	Status
50%	1 Complete suitable land analysis draft. Schedule meeting with Trustees RE: suitable land analysis. <i>PLANNER UPDATE Oct 15 : Waiting on data analysis. Meeting likely won't be scheduled until November.</i>	Michelle Backe Narissa Chadwick	Target: 08-Oct-2024	In Progress
0%	2 - Draft Housing Action Plan - <i>Completed for May 7th Meeting</i> - Draft Bylaw language for review - <i>tbc</i>	Narissa Chadwick		In Progress

Follow Up Action Report

Denman Island

04-Jun-2024

Progress	Activity	Responsibility	Dates	Status
0%	1 1.request the applicant for DE-RZ-2023.1 to submit the following information to the Local Trust Committee regarding sewerage waste disposal on the Northern and Western parcels (PIDs 000-211-338 and 000-211-320): - Sewage disposal filings for each sewage disposal system on the subject properties; and A comprehensive sewage disposal plan for each dwelling/building site on each of the subject properties. 2.request the applicant for DE-RZ-2023.1 (Komas Ranch Ltd.) to submit the following information to the Local Trust Committee regarding the existing water quality and quantity on the Northern and Western parcels (PIDs 000-211-338 and 000-211-320): a) Source of potable water for each building site; b) Distribution of potable water to each building site; c) Any historic or current water quality tests for existing potable water sources supplying the building sites; d) Any additional sources of water for irrigation (non-potable); AND That this information be forwarded to the Islands Trust Freshwater Specialist for comment. 3.That the Denman Island Local Trust Committee request the applicant of DE-RZ-2023.1 (Komas Ranch Ltd.) submit a post-impact Preliminary Field Reconnaissance prepared by a qualified professional, in consultation with K'ómoks First Nation.	Margot Thomaidis		In Progress
50%	2 Request the applicant for DE-RZ-2021.1 (Triple Rock Land Cooperative) enter into a cost recovery agreement with the Islands Trust for the purposes of vetting an amended housing agreement, which the applicant will provide.	Marlis McCargar		In Progress

Follow Up Action Report

Denman Island

04-Jun-2024

Progress	Activity	Responsibility	Dates	Status
0%	3 Regarding DE-RZ-2023.1 (Komas Ranch Ltd.) application: 1.prepare a draft bylaw to amend the Denman Island Official Community Plan, 2008 (OCP), to proceed with application DE-RZ-2023.1 (Komas Ranch Ltd.). 2.prepare a draft bylaw to amend the Denman Island Land Use Bylaw, 2008 (LUB), to proceed with application DE-RZ-2023.1 (Komas Ranch Ltd.). 3.confirm that the draft bylaw includes designation of part of the Northern parcel and part of the Eastern parcel (PIDs 000-211-338 and 023-096-438) as 'Conservation/Recreation' in the OCP and 'Conservation (CN)' in the LUB. (staff N.Mourao) 4.confirm that the draft bylaw includes designation of Site Specific Rural Residential zones in the LUB to permit the existing residential density on each of the subject properties.	Margot Thomaidis Nadine Mourao		In Progress
0%	4 Regarding DE-RZ-2023.1 (Komas Ranch Ltd.) application, request staff to report back on the options and implications of establishing a shoreline protection Development Permit Area for the subject properties related to DE-RZ-2023.1.	Margot Thomaidis		In Progress
0%	5 Request the applicant of DE-RZ-2023.1 (Komas Ranch Ltd.) to confirm whether or not they will pursue a Natural Area Protection Tax Exemption Program (NAPTEP) covenant to protect an environmentally sensitive portion of the Northern parcel.	Margot Thomaidis		In Progress
0%	6 Regarding DE-RZ-2023.1 (Komas Ranch Ltd.) application, request staff to engage with K'ómoks First Nation regarding their interest in formalizing access to Longbeak Point through a pedestrian trail on the Western and Northern parcels.	Joe Elliott Margot Thomaidis Renee Jamurat		In Progress

Follow Up Action Report

Denman Island

04-Jun-2024

Progress	Activity	Responsibility	Dates	Status
0%	7 Regarding DE-RZ-2023.1 (Komas Ranch Ltd.) application, request staff to report back on the options to formally protect the cultural heritage of the subject properties using all available local government tools, in addition to the Heritage Conservation Act.	Margot Thomaidis		In Progress

13-Aug-2024

Progress	Activity	Responsibility	Dates	Status
100%	1 Request staff to schedule a Community Information Meeting and Public Hearing for Proposed Bylaw Nos. 248 (OCP) and 249 (LUB), once the referral period is complete. Preference for PH alongside Dec 10 LTC Meeting. <i>Referral period will close late Oct 2024.</i>	Lisa Millard Marlis McCargar Nadine Mourao		Completed

Follow Up Action Report

Denman Island

08-Oct-2024

Progress	Activity	Responsibility	Dates	Status
100%	1 That Proposed Bylaw No. 250 be referred to First Nations, Local Governments and agencies for comment.	Marlis McCargar Nadine Mourao		Completed
0%	2 draft bylaw No. 250 be amended to add "Part 3 - ZONE REGULATIONS, Section 3.3 Residential Zoning Tables - Table 3 - Density of Uses, Buildings and Structures is amended by replacing the number "15" with the number "19" after Section 1.4 in Schedule 1.	Marlis McCargar		Completed
0%	3 revised Denman Island Housing Review Project (Stage 2, Phase 2) Project Charter was endorsed.	Narissa Chadwick		Completed
0%	4 provide the K'omoks First Nations with an additional \$5,000 out of the existing project budget (2024-25) to support continued engagement on housing project.	Narissa Chadwick Renee Jamurat		Completed
0%	5 Next steps for completing Denman Island Housing Review Project: ·reformat for LUB ·consider adding permission for dwelling units in Institutional and Community Zones ·draft language for alternative dwelling units ·review domestic water systems ·expand secondary suites and ADUs ·cistern requirement ·explore lot coverage maximum and flexible zoning	Narissa Chadwick		In Progress

Follow Up Action Report

Denman Island

08-Oct-2024

Progress	Activity	Responsibility	Dates	Status
25%	6 request staff to coordinate an update meeting between the LTC and K'omoks First Nation Chief and Council and that DE host the meeting, if desired by KFN. The LTC authorized up to \$1,000 for arrangements to host a meeting. <i>Oct. 17 update: coordination paused on request of Nation staff and will be revisited in early (Jan/Feb) 2025.</i>	Joe Elliott Renee Jamurat		In Progress

File No.: PLRZ20240055 (Denman
Conservancy)

DATE OF MEETING: December 10, 2024

TO: Denman Island Local Trust Committee

FROM: Marlis McCargar
Northern Team

SUBJECT: Application to Amend the LUB to Rezone Four Parcels to Conservation
Applicant: Steven Carballeira on behalf of the Denman Conservancy Association
Location: PID 006-639-771; 006-657-656; 023-005-424; 023-005-432
Denman Island

RECOMMENDATION

1. That the Denman Island Local Trust Committee request staff to prepare a draft bylaw to amend the Denman Island Official Community Plan, 2008, to enable application PLRZ20240055 (Denman Conservancy Association).
2. That the Denman Island Local Trust Committee request staff to prepare a draft bylaw to amend Denman Island Land Use Bylaw, 2008, to enable application PLRZ20240055 (Denman Conservancy Association).
3. That the Denman Island Local Trust Committee request staff to send an early referral of PLRZ20240055 (Denman Conservancy Association) to the Islands Trust Conservancy and Agricultural Land Commission for comment.

REPORT SUMMARY

This application proposes amendments to the Denman Island [Official Community Plan](#) (OCP) and [Land Use Bylaw](#) (LUB) to rezone four parcels of land from forestry to conservation. The parcels in question are owned and managed by the Denman Conservancy Association (DCA), the applicant for this proposal. One of the parcels is split-zoned between forestry and agriculture and is located within the Agricultural Land Reserve (ALR).

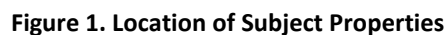
The preliminary staff report recommends that the Local Trust Committee (LTC) request forwarding the application for early referral. Additionally, the report suggests preparing draft bylaws for future consideration to facilitate the rezoning process. The intent of these amendments is to enhance conservation efforts on Denman Island by transitioning land use away from forestry and resource extraction towards protection and preservation on these parcels.

BACKGROUND

All relevant professional reports and background information are posted to the [Islands Trust applications page](#).

The DCA, incorporated in 1991, is committed to engaging the Denman Island community in the protection of natural ecosystems. Through education, collaborative relationships, and effective land stewardship, the DCA envisions a future characterized by diverse and resilient ecosystems supported by an informed and engaged community.

The future use of the properties will remain the same. No construction of buildings is planned. Small wooden benches may be built to overlook certain land features. At this time, there are no plans for additional trails to be built on the properties.



228

Table 1. Subject Property Details

Property	Parcel Area	Existing OCP Designation	Proposed OCP Designation	Existing LUB Zoning	Proposed LUB Zoning
PID 006-639-771	32.45 ha Non ALR portion 19.45 ha	Sustainable Resource (SR)/Agriculture (A) (change required)	Conservation/Recreation (CR)	Forestry and Agriculture (change required)	Conservation and Agriculture
PID 006-657-656	30.69 ha	Sustainable Resource (SR) (change required)	Conservation/Recreation (CR)	Forestry (change required)	Conservation
PID 023-005-424	16.08 ha	Sustainable Resource (SR) (change required)	Conservation/Recreation (CR)	Forestry (change required)	Conservation
PID 023-005-432	15.95 ha	Sustainable Resource (SR) (change required)	Conservation/Recreation (CR)	Forestry (change required)	Conservation

Executive Committee Fee Sponsorship

The Islands Trust Executive Committee (EC) passed the following resolution on July 3, 2024 to approve a development application fee sponsorship for this bylaw amendment application:

EC-2024-083

It was MOVED and SECONDED,

that the Executive Committee approve financial sponsorship for the \$8,115.12 application fee for rezoning application PLRZ20240055 from the Denman Conservancy Association.

CARRIED

ANALYSIS**Policy/Regulatory**

A comprehensive site context analysis is provided for all parcels in Attachments 1-4. There are a number of Islands Trust policies and OCP policies that are pertinent to the consideration of this proposal, detailed in Attachment 5 and summarized as follows.

Islands Trust Policy Statement:

Staff note that an ITPS Checklist (Directives Only) will be completed at the time that draft bylaw amendments are presented to the LTC. Attachment 5 outlines Islands Trust Policy Statement (ITPS) and OCP policies that are relevant to the application for early consideration by the LTC.

Official Community Plan:

Attachment 5 of this report provides a comprehensive overview of relevant OCP policies related to this application. The subject parcels are designated “Sustainable Resource” in the OCP and will require an OCP amendment to align with the proposed Conservation zone in the LUB. Notably, one parcel (PID 006-639-771) has a split designation of “Agriculture” and “Sustainable Resource.” The applicant requests to retain the split designation, keeping the “Agriculture” portion unchanged.

The Sustainable Resource designation encompasses all large lot forest lands, where the principal use is forestry. The OCP guiding objective for Agriculture and Resource is: *“To ensure that land uses involving renewable resources are sustainable and compatible with the small-scale rural character of the Island.”*

Given that the application proposes rezoning to conservation, it is not appropriate to retain the OCP designation as Sustainable Resource. The objective of the Sustainable Resource designation is fundamentally different from that of conservation. While changing the zone will ensure the land remains undeveloped and conserved, maintaining a contradictory OCP designation would not be consistent with the long-term vision for the land. The OCP designation should reflect and support the conservation goals.

To complement the proposed conservation zone, an OCP amendment is required. The OCP guiding objective for Conservation/Recreation is: *“To protect land for conservation and recreation purposes.”*

Several relevant OCP policies specifically address issues pertinent to this application. These policies emphasize the importance of preserving and protecting forests, promoting stewardship of sensitive ecosystems, and supporting conservation initiatives. Together, they align closely with the objectives of the rezoning proposal, underscoring the community's commitment to sustainable land use and environmental protection. As a result, many of these policies support the proposal in principle, demonstrating its consistency with the overarching goals outlined in the OCP.

Development Permit Area (DPA)

All four parcels have portions of land that are located within DPA No. 4: Streams, Lakes, and Wetlands. A development permit (DP) is not required for this rezoning application, as none of the activities listed below are being triggered by the rezoning:

- a) Subdivision of land;
- b) Construction of, addition to, or alteration of a building or other structure;
- c) Alteration of land;
- d) Development as defined in the Riparian Areas Regulation, BC Fish Protection Act; or
- e) Installation of any structures within a stream or the natural boundary of a lake.

The rezoning does not initiate any activities within the DPA that would require a DP. However, it is important to note that if, in the future, any alteration of land occurs, a development permit application will be necessary.

Land Use Bylaw:

The subject properties require re-zoning to address the change in proposed use.

The Forestry Zone emphasizes low-density residential use, typically with large minimum lot sizes, and supports sustainable forestry practices. Forestry activities typically include tree planting, growth, and harvesting practices for forest management. Forestry activities in this zone include tree planting, growth, and harvesting for forest

management. The permitted uses listed in the LUB for the Forestry Zone include residential, agriculture, forestry, parks, and utilities.

In contrast, the Conservation Zone (CN) is significantly more restrictive. The only permitted use in this zone is passive recreation, along with associated buildings and structures for non-residential permitted uses, fences, and signs. Essentially, the change in zoning will prohibit any residential uses on the subject properties.

The minimum lot area permitted by subdivision in the CN zone is 64 hectares, meaning none of the subject properties will have any subdivision potential under this zoning. Additionally, with the transition to the Conservation Zone, density will be lost, as there is no longer a density bank.

Conservation Covenant

The conservation covenant registered on the title of two subject properties (PIDs 006-639-771 and 006-657-656) represents a legal agreement between the owner (Denman Conservancy Association) and the covenant holder (Islands Trust Conservancy). This covenant is designed to protect and preserve the natural state of the land, with a particular emphasis on safeguarding the habitat of the Taylor's Checkerspot butterfly.

The covenant includes specific restrictions on land use to maintain its ecological integrity and outlines a comprehensive Management Plan to ensure ongoing care and monitoring of the conservation values. Importantly, the covenant allows for the use of any portion of the Eastern Lot within the Agricultural Land Reserve (ALR) (portion zoned Agriculture) for farm activities permitted under the Agricultural Land Reserve Use Regulations, thereby balancing conservation goals with agricultural practices. Overall, the covenant serves to uphold the land's conservation values while ensuring compliance with established environmental standards.

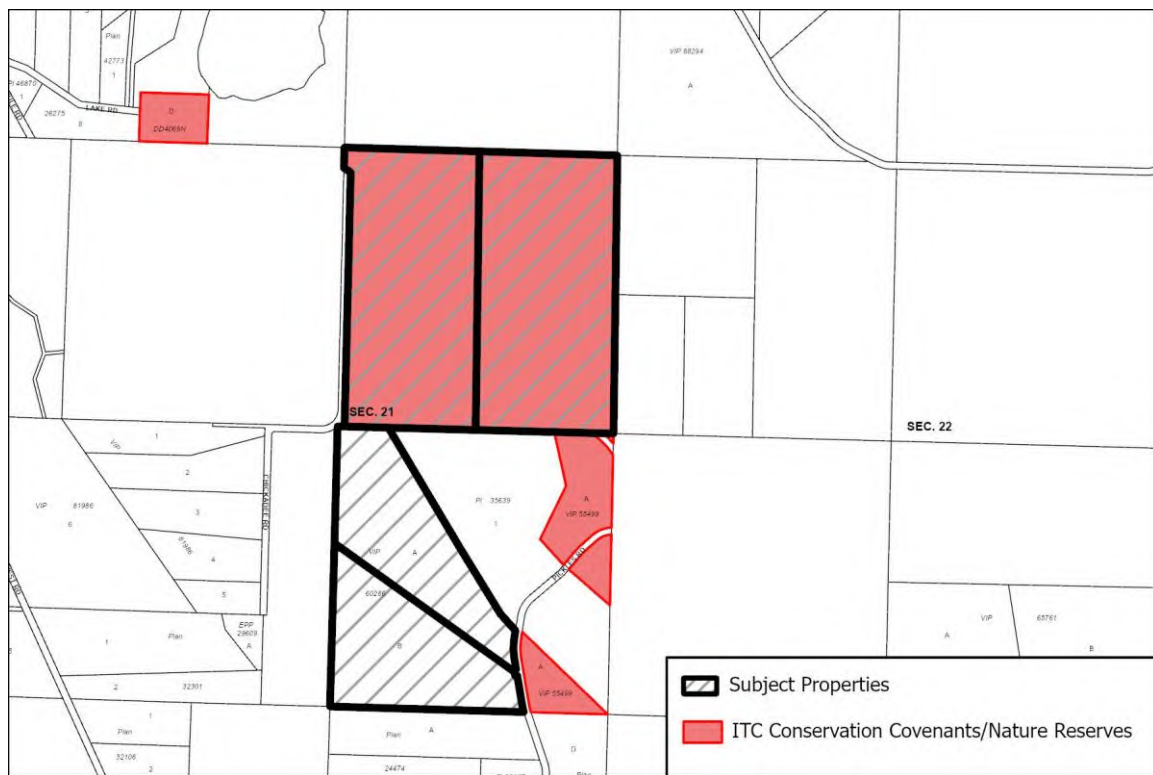


Figure 2. Subject Properties and ITC Conservation Covenants

Timeline

As the project would involve an OCP amendment, the LTC is required by the *Local Government Act* to consider opportunities for consultation with persons, organizations and authorities it considers will be affected. The LTC will be asked to consider if it wishes to undertake additional consultation than what will be identified by staff, when draft bylaws are considered for first reading.

Protocols

Protocols and agreements exist and are relevant to the consultation/engagement process for this file with the Islands Trust Conservancy, K'omoks First Nation, Comox Valley Regional District and adjacent (Hornby Island) LTC.

Issues and Opportunities

All professional reports submitted by the applicant have been posted to the [application page](#). Staff have identified the following preliminary issues and opportunities, discussed in more detail below and in Attachment 5 (Relevant OCP policies):

- ALR
- Conservation Covenant

Agricultural Land Reserve (ALR)

The east portion of the parcel (PID 006-639-771), currently designated as ALR, is being considered for rezoning to Conservation. Under Section 22(2) of the [Agricultural Land Reserve Use Regulation](#), the use of agricultural land for biodiversity conservation, passive recreation, heritage preservation, wildlife, and scenery viewing is permitted but may be prohibited by a local government, provided that certain conditions are met.

Although conservation activities are generally allowed within the ALR, the applicant has not provided confirmation of Agricultural Land Commission (ALC) support for this application. While no exclusion application has been submitted for this change, and despite the presence of an existing conservation covenant, it should be noted that the covenant currently permits farm activities on any portion of the lot within the ALR, in accordance with the Agricultural Land Reserve Use Regulations.

However, if the property is rezoned entirely to Conservation, it would prevent the continued use of these areas for farm activities. When there is a conflict between zoning and a conservation covenant, the zoning regulations will govern land use, meaning the new zoning restrictions would override the rights granted under the covenant. As a result, the conservation covenant may need to be amended to align with the new zoning.

Given these considerations, staff recommend referring the application to the ALC. The ALC is likely familiar with the property's existing conservation status and its permitted use under the covenant.

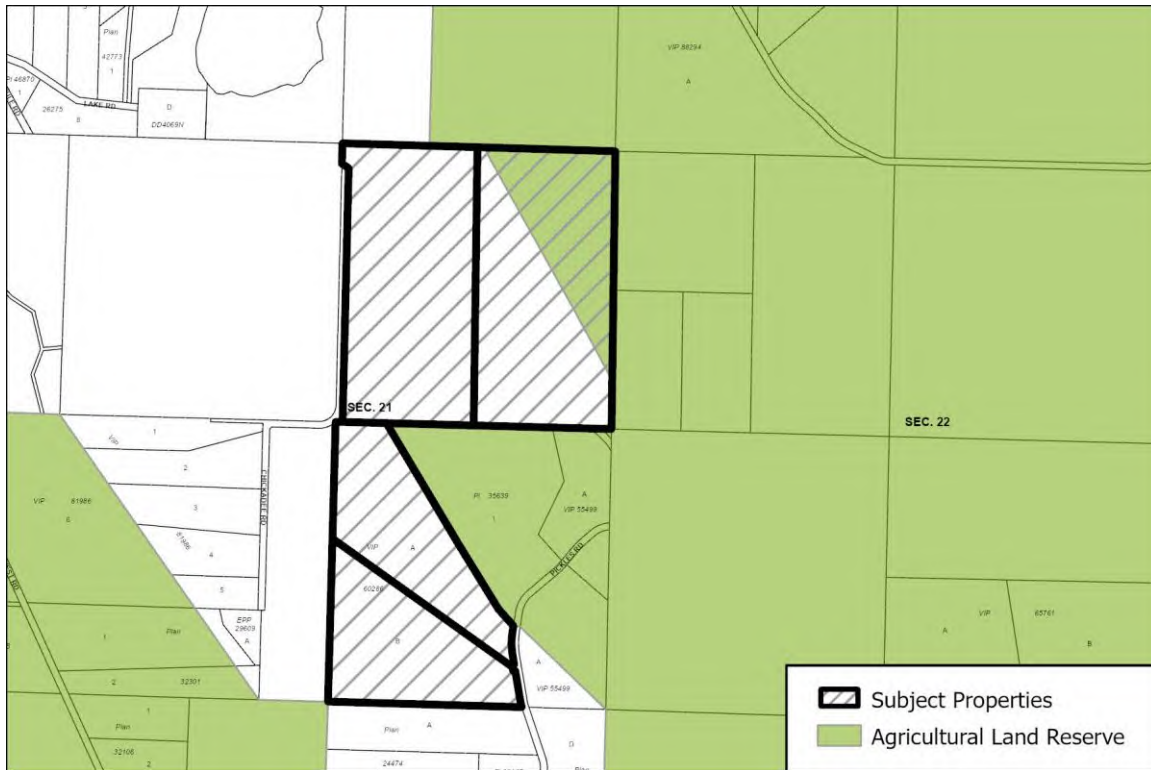


Figure 3. Subject Properties and ALR Land

Conservation Covenant on Two Additional Parcels

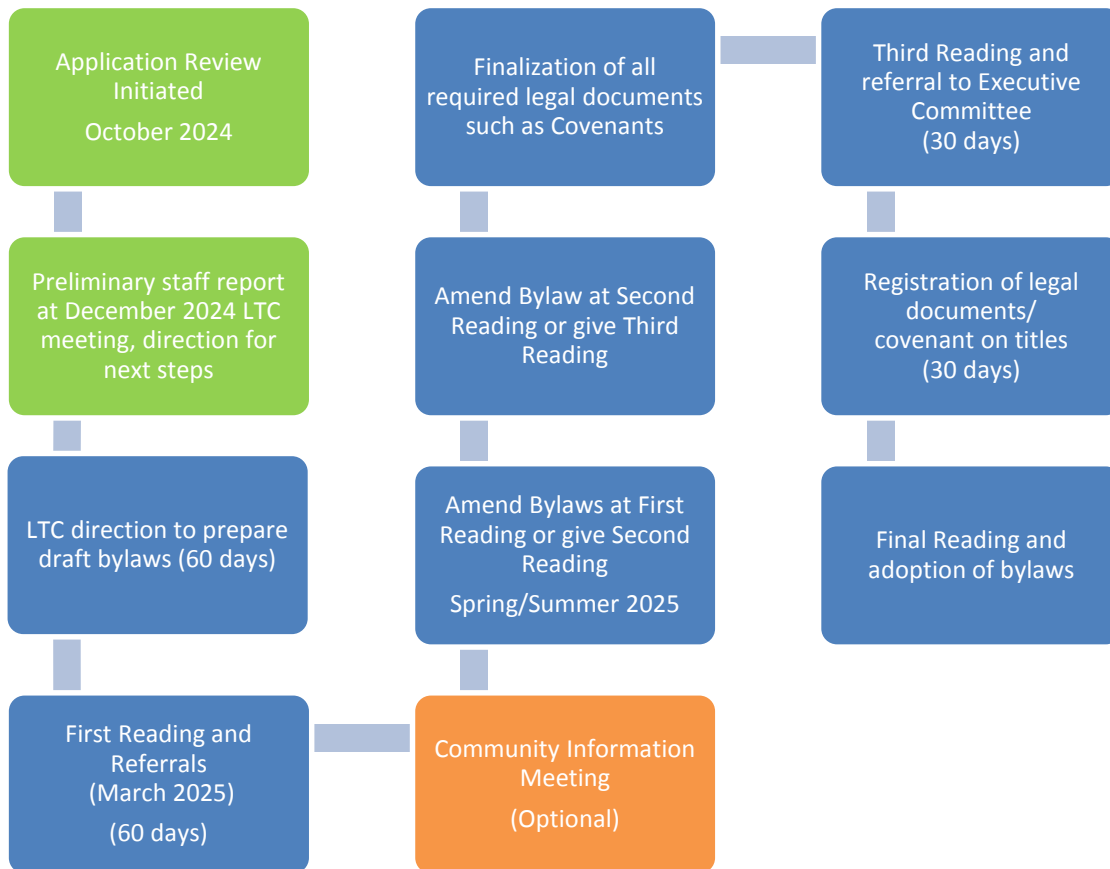
The Conservation Zone restricts land use and prohibits residential development but does not limit vegetation removal or land disturbance, except within designated Development Permit Areas (DPAs). This means that activities like clear-cutting or extensive vegetation removal could occur outside of DPA protections since conservation zoning alone does not prevent these actions.

To better preserve the ecological integrity and natural state of these lands, the LTC may consider establishing a conservation covenant on the two parcels currently lacking one (PIDs 023-005-424 and 023-005-434). A conservation covenant would create a legally binding agreement that offers stronger, perpetual protections than zoning regulations alone, safeguarding critical habitats, species, and ecological values through restrictions on vegetation removal and land alteration. Covenants typically include a management plan to guide ongoing stewardship, maintenance, and restoration efforts.

Although conservation covenants provide substantial environmental benefits, establishing and upholding them can involve considerable legal and administrative costs. Given this, staff recommend referring the matter to the Islands Trust Conservancy for a detailed analysis of the benefits, feasibility, and potential interest in implementing a conservation covenant on these parcels.

Application Process Steps and Timing

The following process steps and approximate timelines may assist in managing applicant and community expectations in how a LUB amendment application such as this, can be processed:



Rationale for Recommendations

Staff is recommending early referral to support advancement of the application and significantly inform the development and timing of draft bylaws.

ALTERNATIVE

1. Request further information

The LTC may request further information prior to making a decision. If selecting this alternative, the LTC should describe the specific information needed and the rationale for this request. Recommended wording for the resolution is as follows:

That the Denman Island Local Trust Committee request that the applicant submit to the Islands Trust a [insert request].

2. Hold the application in abeyance

The LTC may choose to hold the application in abeyance pending completion of a significant study or OCP process, etc.

3. Receive for information

The LTC may receive the report for information.

NEXT STEPS

Should the LTC move forward with staff recommendations, staff will advise the applicant of necessary next steps and prepare draft bylaws for LTC consideration.

Submitted By:	Marlis McCargar, Island Planner	November 1, 2024
Concurrence:	Renée Jamurat, RPP MCIP, Regional Planning Manager	November 26, 2024

ATTACHMENTS

1. Site Context – PID: 006-639-771
2. Site Context – PID: 006-657-656
3. Site Context – PID: 023-005-424
4. Site Context – PID: 023-005-432
5. Relevant ITPS/OCP Policies

ATTACHMENT #1 – SITE CONTEXT FOR PID 006-639-771

FILE NO.: PLRZ20240055 (DENMAN CONSERVANCY ASSOCIATION)

LOCATION

Legal Description	THE EAST 1/2 OF THE NORTH EAST 1/4 OF SECTION 21, DENMAN ISLAND, NANAIMO DISTRICT
PID	006-639-771
Civic Address	n/a
Lot Size	32.45 ha

LAND USE

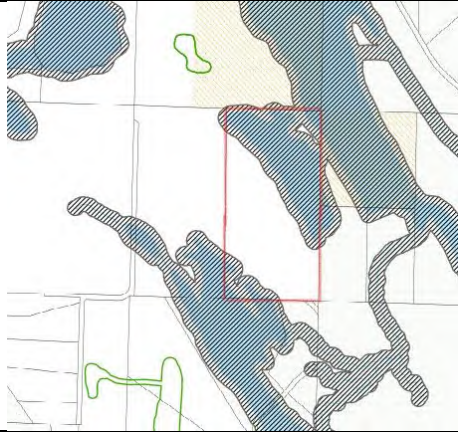
Current Land Use	Vacant land 
Surrounding Land Use	Vacant forested, agriculture (ALR), residential

HISTORICAL ACTIVITY

File No.	Purpose
DE-COV-2015.1	Settlement Lands Covenant
DE-RZ-2007.3	Application denied.

POLICY/REGULATORY

Official Community Plan Designations	Sustainable Resources (SR) and Agriculture - large forested and agriculture lots DPA 4 (RAR Applicable Streams, Lakes and Wetlands)
--------------------------------------	--

	
Land Use Bylaw	Forestry (F) and Agriculture (A)(1) split zone
Other Regulations	ALR in the northeast portion of the lot 
Covenants/Interests Registered on Title	ITC Covenant CA6309115 Conservation Covenant Statutory Right of Way CA6309116 (Trust Fund Board) Rent Charge CA6309117 (Trust Fund Board) Right of Way 51870G Undersurface Rights 51868G (coal) Undersurface Rights EJ49175 (West Fraser Mills Ltd) Undersurface Rights EM21742 (Province)
Bylaw Enforcement	None.

SITE INFLUENCES

Islands Trust Conservancy (ITC)	This application does affect a property adjacent to an ITC-owned property or conservation covenant.
Regional Conservation Plan	n/a – This application does not appear to be inconsistent or contrary to the goals and objectives set out in the ITC Regional Conservation Plan.
Species at Risk	Invertebrate animal.
Sensitive Ecosystems	Wetland. Young Forest.
Hazard Areas	None mapped.
Archaeological Sites	No archaeological sites are noted within the property or within 100 metres.

	Notwithstanding the foregoing, and by copy of this report, the owners and applicant should be aware that there is still a chance that the lot may contain previously unrecorded archaeological material that is protected under the <i>Heritage Conservation Act</i> . If such material is encountered during development, all work should cease and Archaeology Branch should be contacted immediately as a <i>Heritage Conservation Act</i> permit may be needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work.
Climate Change Adaptation and Mitigation	No anticipated climate-change induced hazards on the proposed property.
Shoreline Classification	Not Applicable
Shoreline Data in TAPIS	Not Applicable

ATTACHMENT #2 – SITE CONTEXT FOR PID 006-657-656

FILE NO.: PLRZ20240055 (DENMAN CONSERVANCY ASSOCIATION)

LOCATION

Legal Description	THE WEST 1/2 OF THE NORTH EAST 1/4 OF SECTION 21, DENMAN ISLAND, NANAIMO DISTRICT EXCEPT THAT PART IN PLAN VIP78186
PID	006-657-656
Civic Address	n/a
Lot Size	30.69 ha

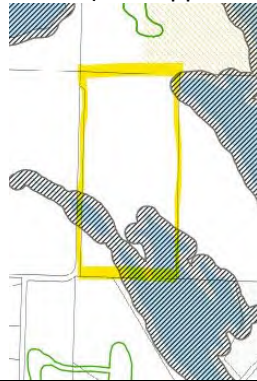
LAND USE

Current Land Use	Vacant land 
Surrounding Land Use	Vacant forested, agriculture (ALR), park, residential

HISTORICAL ACTIVITY

File No.	Purpose
DE-COV-2015.1	Settlement Lands Covenant

POLICY/REGULATORY

Official Community Plan Designations	Sustainable Resources (SR) DPA 4 (RAR Applicable Streams, Lakes and Wetlands) 
Land Use Bylaw	Forestry (F)

Other Regulations	
Covenants/Interests Registered on Title	ITC Covenant CA6309115 Undersurface Rights EJ49175 (West Fraser Mills Ltd) Undersurface Rights EM21743 (Province) Statutory Right of Way CA6309116 (Trust Fund Board) Rent Charge CA6309117 (Trust Fund Board)
Bylaw Enforcement	None.

SITE INFLUENCES

Islands Trust Conservancy (ITC)	This application does affect a property adjacent to an ITC-owned property or conservation covenant.
Regional Conservation Plan	n/a – This application does not appear to be inconsistent or contrary to the goals and objectives set out in the ITC Regional Conservation Plan.
Species at Risk	Invertebrate animal.
Sensitive Ecosystems	Young forest Wetland. Small amount of mature forest mapped on west side. Connectivity areas as mapped below 
Hazard Areas	None mapped.
Archaeological Sites	No archaeological sites are noted within the property or within 100 metres. Notwithstanding the foregoing, and by copy of this report, the owners and applicant should be aware that there is still a chance that the lot may contain previously unrecorded archaeological material that is protected under the <i>Heritage Conservation Act</i>. If such material is encountered during development, all work should cease and Archaeology Branch should be contacted immediately as a <i>Heritage Conservation Act</i> permit may be needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work.

Climate Change Adaptation and Mitigation	No anticipated climate-change induced hazards on the proposed property.
Shoreline Classification	Not Applicable
Shoreline Data in TAPIS	Not Applicable

ATTACHMENT #3 – SITE CONTEXT FOR PID 023-005-424

FILE NO.: PLRZ20240055 (DENMAN CONSERVANCY ASSOCIATION)

LOCATION

Legal Description	LOT A SECTION 21 DENMAN ISLAND NANAIMO DISTRICT PLAN VIP60286
PID	023-005-424
Civic Address	n/a
Lot Size	16.08 ha

LAND USE

Current Land Use	Vacant land 
Surrounding Land Use	Vacant forested, conservation, park, residential

HISTORICAL ACTIVITY

File No.	Purpose
DE-DP-1993.3	
DE-SUB-1993.3	

POLICY/REGULATORY

Official Community Plan Designations	Sustainable Resources (SR) DPA 4 (Non-RAR Applicable Streams, Lakes and Wetlands)
--------------------------------------	--

	
Land Use Bylaw	Forestry (F)
Other Regulations	
Covenants/Interests Registered on Title	Undersurface Rights M76301 (Province) Undersurface Rights S13080 (Province) Covenant EH155086 (Section 215) Covenant EH155090 (Section 215) Covenant EH155092 (Section 215) Easement EJ46857
Bylaw Enforcement	None.

SITE INFLUENCES

Islands Trust Conservancy (ITC)	This application does affect a property adjacent to an ITC-owned property or conservation covenant.
Regional Conservation Plan	n/a – This application does not appear to be inconsistent or contrary to the goals and objectives set out in the ITC Regional Conservation Plan.
Species at Risk	None mapped.
Sensitive Ecosystems	Young forest Wetland.
Hazard Areas	None mapped.
Archaeological Sites	No archaeological sites are noted within the property or within 100 metres. Notwithstanding the foregoing, and by copy of this report, the owners and applicant should be aware that there is still a chance that the lot may contain previously unrecorded archaeological material that is protected under the <i>Heritage Conservation Act</i> . If such material is encountered during development, all work should cease and Archaeology Branch should be contacted immediately as a <i>Heritage Conservation Act</i> permit may be needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work.
Climate Change Adaptation and Mitigation	No anticipated climate-change induced hazards on the proposed property.
Shoreline Classification	Not Applicable

Shoreline Data in TAPIS	Not Applicable
-------------------------	----------------

ATTACHMENT #4 – SITE CONTEXT FOR PID 023-005-432

FILE NO.: PLRZ20240055 (DENMAN CONSERVANCY ASSOCIATION)

LOCATION

Legal Description	LOT B SECTION 21 DENMAN ISLAND NANAIMO DISTRICT PLAN VIP60286
PID	023-005-432
Civic Address	n/a
Lot Size	15.95 ha

LAND USE

Current Land Use	Vacant land 
Surrounding Land Use	Vacant forested, residential

HISTORICAL ACTIVITY

File No.	Purpose
DE-DP-1993.3	
DE-SUB-1993.3	

POLICY/REGULATORY

Official Community Plan Designations	Sustainable Resources (SR) DPA 4 (Non-RAR Applicable Streams, Lakes and Wetlands)
--------------------------------------	--

	
Land Use Bylaw	Forestry (F)
Other Regulations	
Covenants/Interests Registered on Title	Undersurface Rights M76301 (Province) Undersurface Rights S13080 (Province) Covenant EH155086 (Section 215) Covenant EH155090 (Section 215) Covenant EH155092 (Section 215)
Bylaw Enforcement	None.

SITE INFLUENCES

Islands Trust Conservancy (ITC)	This application does affect a property adjacent to an ITC-owned property or conservation covenant.
Regional Conservation Plan	n/a – This application does not appear to be inconsistent or contrary to the goals and objectives set out in the ITC Regional Conservation Plan.
Species at Risk	None mapped.
Sensitive Ecosystems	Young forest Wetland.
Hazard Areas	None mapped.
Archaeological Sites	No archaeological sites are noted within the property or within 100 metres. Notwithstanding the foregoing, and by copy of this report, the owners and applicant should be aware that there is still a chance that the lot may contain previously unrecorded archaeological material that is protected under the <i>Heritage Conservation Act</i> . If such material is encountered during development, all work should cease and Archaeology Branch should be contacted immediately as a <i>Heritage Conservation Act</i> permit may be needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work.
Climate Change Adaptation and Mitigation	No anticipated climate-change induced hazards on the proposed property.

Shoreline Classification	Not Applicable
Shoreline Data in TAPIS	Not Applicable

ATTACHMENT 5 – ITPS AND OCP POLICIES PLRZ20240055 (DENMAN CONSERVANCY ASSOCIATION)

ISLANDS TRUST POLICY STATEMENT

ITPS Policy	Complies	Planner Comments
3.1.3 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.	Pending receipt of additional information from the applicant	The LTC could consider requiring a baseline report describing the ecological features of parcels that do not have a conservation covenant attached. However, this would be a prerequisite for establishing a new conservation covenant.
3.1.4 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.	YES	Proposal seeks to formally protect land
3.2.2 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development and land-use	Pending further application review	By rezoning these parcels to conservation, the intent is to safeguard the ecological integrity of the forest ecosystems, minimizing the potential for fragmentation that may result from growth, development, and land-use changes. This rezoning would ensure that these lands remain undisturbed and are managed for conservation purposes, mitigating adverse impacts from development pressures. Referral to the Islands Trust Conservancy.
3.3.2 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.	Pending receipt of additional information from the applicant	Referral to the Islands Trust Conservancy to assess the potential for a conservation covenant on parcels that do not currently have one.
4.1.5 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.	Pending receipt of additional information from the applicant	The proposed rezoning of the east portion of the parcel (PID 006-639-771) from ALR to Conservation may impact agricultural uses. While conservation activities are generally permitted within the ALR, the applicant has not provided confirmation of Agricultural Land Commission (ALC) support for this rezoning. Staff recommend referring the application to the ALC to ensure alignment with agricultural preservation goals.

DENMAN ISLAND OFFICIAL COMMUNITY PLAN BYLAW NO. 185, 2008

OCP Objective/Policy	Complies	Planner Comments
C. 1 Lands and Forest Policy 1 The Local Trust Committee should work with other agencies to preserve and protect all upland, including forest, on Denman Island.	Yes	The application focuses on preservation, aligning with the conservation objective.
C. 1 Lands and Forest Policy 2 Stewardship is encouraged, and zoning regulations and amendments to zoning regulations should be designed to protect sensitive ecosystems and other features identified on Schedule D, and the steep slopes, bluffs, streams, lakes and wetlands, identified as development permit areas on Schedule E.	YES	The application aims to protect sensitive ecosystems, which may be present in the forestry areas.
C. 1 Lands and Forest Policy 9 Landowners are encouraged to protect forested lands, bluffs, meadows and grasslands through the establishment of conservation covenants or other protective measures. The Local Trust Committee should assist landowners wishing to establish conservation covenants on their land.	Yes and pending further application review	Encourages landowner initiatives for conservation, which fits with the proposed changes to protect these parcels. The LTC can consider requiring a conservation covenant for the two parcels that do not have one.
C.4 Climate Change Policy 7 - The Local Trust Committee should work with the Trust Fund Board and other conservation organisations to promote land conservation as a cost effective and important climate change mitigation strategy.	Yes	The proposal aligns with promoting land conservation as a climate change mitigation strategy.
D.2 Transportation and Utilities Policy 13 - All new trails should be constructed in such a way that negative impacts on the land is minimised and intrusion into environmentally sensitive areas and agricultural land is minimised.	Yes	No new trails are being proposed. However, if trails are created, they should minimize impacts, ensuring that future development aligns with environmental protection.
E.3 Conservation/Recreation Policy 2 In the Conservation/Recreation designation: - there should be no subdivision of land; - the uses and densities should be restricted to conservation or outdoor recreation and educational programs; - the only camping permitted should be in Fillongley Park; - Zoning regulations should establish that the principal use on land within the conservation/recreation designation is passive recreation. - zoning regulations should establish setbacks from lot lines for any allowed buildings and structures; - zoning regulations should establish sufficient setbacks to protect any	Yes	The proposed rezoning complies as it restricts land use to conservation, prohibits subdivision, and establishes passive recreation as the primary use.

watercourses and in the case of fish-bearing streams, setbacks should be adequate to protect the riparian habitat; • zoning regulations should establish sufficient setbacks to protect the foreshore and coastal marine environment; and • zoning amendments should be undertaken to ensure land is retained for conservation and recreation uses.		
E.3 Conservation/Recreation Policy 3 The Local Trust Committee should encourage the use of land for conservation purposes.	Yes	Proposal directly aligns with this policy. It aims to preserve and protect valuable ecological features, supporting long-term biodiversity and ecosystem health.
E.3 Conservation/Recreation Policy 7 The following areas are identified as candidates for future parks and conservation areas, some of which are further identified on Schedule G: • Chrome Island; • trails connecting residential areas, commercial areas, schools, parks, beaches and ferry terminals; • large parcels of undeveloped lands with environmental or cultural values; and • beach rights-of-way.	Yes	The parcels are identified as candidates for conservation as they are large, the rezoning supports their intended use.
E.3 Conservation/Recreation Policy 8 The Local Trust Committee should attempt to secure parks in the areas identified in Policy 7 under this section through a zoning amendment, subdivision, or voluntary donation. The donation or sale of a parcel of land for park may be considered a community amenity and the provisions for density transfer in Appendix C may apply	Yes	This application facilitates securing the parcels for parks or conservation areas, contributing to community amenities. The proposal supports conservation goals by designating these lands for long-term ecological protection, which could contribute to the broader network of protected areas.
E.3 Conservation/Recreation Policy 10 This Plan should be amended to add new parks to the Conservation/Recreation designation as they are acquired.	Yes	The proposal aligns with the plan to add new parks to the Conservation/Recreation designation

File No.: 6500-20
(Minor Project-Denman TUP Review)

DATE OF MEETING: December 10, 2024
TO: Denman Island Local Trust Committee
FROM: Marlis McCargar, Island Planner
Northern Team
SUBJECT: Denman Island TUP Review Project – Bylaw Nos. 248 (OCP) and No. 249 (LUB)
– Post Public Hearing Report & Bylaw Readings

RECOMMENDATION

1. That the Denman Island Local Trust Committee Bylaw No. 248, cited as 'Denman Island Official Community Plan, 2008, Amendment No. 1, 2024', be read a second time.
2. That the Denman Island Local Trust Committee Bylaw No. 248, cited as 'Denman Island Official Community Plan, 2008, Amendment No. 1, 2024', be read a third time.
3. That the Denman Island Local Trust Committee Bylaw No. 249, cited as 'Denman Island Land Use Bylaw, 2008, Amendment No. 1, 2024', be read a second time.
4. That the Denman Island Local Trust Committee Bylaw No. 249, cited as 'Denman Island Land Use Bylaw, 2008, Amendment No. 1, 2024', be read a third time.
5. That the Denman Island Local Trust Committee proposed Bylaw No. 248, cited as 'Denman Island Official Community Plan, 2008, Amendment No. 1, 2024' and proposed Bylaw No. 249 cited as 'Denman Island Land Use Bylaw, 2008, Amendment No. 1, 2024', be forwarded to the Secretary of the Islands Trust for Executive Committee approval.
6. That the Denman Island Local Trust Committee proposed Bylaw No. 248, cited as 'Denman Island Official Community Plan, 2008, Amendment No. 1, 2024' be forwarded to the Minister of Municipal Affairs for approval.

REPORT SUMMARY

This is a post Public Hearing report supporting next steps to proceed with bylaw readings for proposed Bylaws No. 248 (OCP amendment) and Bylaw No. 249 (LUB Amendment). These bylaws seek to:

- remove the requirement for a Temporary Use Permit (TUP) for secondary dwellings in R2 (Rural Residential), F (Forestry), and RE (Resource) zone; and
- remove the density bank.

The recommendations above are supported because:

- All statutory requirements have been completed including the required notification and holding of a Public Hearing consistent with the *Local Government Act*;
- Public, government agency or First Nation concerns raised with the proposed bylaws have been considered by the LTC; and,
- All Islands Trust bylaw amendments require the approval of the Executive Committee of the Islands Trust prior to the consideration of adoption.

BACKGROUND

The Denman Island Local Trust Committee (LTC) is considering Bylaw Nos. 248 and 249 that would amend the Official Community Plan (OCP) and Land Use Bylaw (LUB).

Bylaw 248 (OCP Amendment) - amending the OCP to remove the density bank.

Bylaw 249 (Land Use Bylaw Amendment) – amending the LUB to allow secondary dwellings in the Rural Residential, Forestry and Resource zones with a Temporary Use Permit.

Both Bylaw Nos. 248 (OCP) and 249 (LUB) were given 1st Reading (August 2024). Referrals were sent out to agencies and First Nations in August 2024 and the deadline for referral feedback was set for October 2024.

A Public Hearing date was set for December 2024. A Public Hearing is a quasi-judicial process within and following which specific procedures must be followed.

Following the hearing, the LTC may choose to give further readings to a bylaw, defeat a bylaw, or alter a bylaw within certain parameters. The procedural steps following the close of the hearing are as follows:

1. Consideration of Second Reading (this may include amendments to alter a bylaw).
2. Consideration of Third Reading.
3. Forwarding of the bylaws to Executive Committee for approval.
4. Forwarding OCP amendment to Ministry of Municipal Affairs for approval.
5. Final LTC consideration and adoption.

Following the close of the Public Hearing, the LTC may not hear further submissions without holding a new hearing. The principle is that if new information is considered by the LTC, all other interested parties also need to have the opportunity to consider any new relevant material and to make further representations to the LTC. The courts have clarified that this does not open the door to endless Public Hearings: a local government body can legitimately decide that after a hearing it wishes to hear further from staff on issues raised at the hearing. A bylaw may be altered after the hearing, based on information received or heard by the LTC at any point prior to the close of the hearing, provided that the amendments do not alter use or increase density, or decrease density without a landowner's consent.

ALTERNATIVES

1. Amend the Bylaw(s)

That the Denman Island Local Trust Committee proposed Bylaw No. 248, cited as “Denman Island Official Community Plan, 2008, Amendment No. 1, 2024’ be amended as follows:...

That the Denman Island Local Trust Committee proposed Bylaw No. 249, cited as ‘Denman Island Land Use Bylaw, 2008, Amendment No. 1, 2024’ be amended as follows:....

2. Defer Third Reading to a future LTC Meeting

The Denman Island Local Trust Committee may choose to defer consideration of Third Reading to a future LTC meeting. If the LTC chooses this option, no resolution is needed and Bylaw Nos. 248 and 249 will be brought forward at a subsequent meeting.

3. Proceed no further

That the Denman Island Local Trust Committee proceed no further with Bylaw Nos. 248 and 249.

If this alternative is selected, then the minor project work will proceed no further.

NEXT STEPS

If the recommendations are supported:

- Bylaw Nos. 248 and 249 will be forwarded to the Islands Trust Executive Committee for approvals;
- Bylaw 248 (OCP Amendment) will be forwarded to the Minister of Municipal Affairs for approval; and
- Bylaw Nos. 248 and 249 will be returned to the LTC for final adoption.

Submitted By:	Marlis McCargar, Island Planner	November 22, 2024
Concurrence:	Renée Jamurat, RPP MCIP, Regional Planning Manager	November 29, 2024



DATE OF MEETING: December 10, 2024

TO: Denman Island Local Trust Committee

FROM: Narissa Chadwick, Island Planner
Local Planning Services

COPY: Marlis McCargar, Island Planner

SUBJECT: Denman Housing Project Update and Discussion on Phase 2B Bylaw Amendments

RECOMMENDATION

1. That the Denman Island Local Trust Committee approve the next steps for completing Denman Island Housing Review Project (Stage 2, Phase 2B).

REPORT SUMMARY

This report provides updates on the Denman Housing Project Phase 2A, 2B and 2C. Details on Phase 2B options are provided for discussion.

BACKGROUND

At the May 7, 2024 special meeting, the Denman Island LTC endorsed *the revised project charter for Phase 2 of Stage 2 of the Denman Island Housing Review Project following the recommendations in the May 7, 2024 staff report.*

The revised project charter divided bylaw amendment actions into three phases:

- Phase 2A – Land Use Bylaw (LUB) Amendments Requiring Limited Analysis
- Phase 2B – OCP Amendments Requiring Limited Analysis
- Phase 2C- OCP and LUB Amendments Requiring More Detailed Analysis and Engagement

This phased approach aims to expedite actions that do not require OCP amendments or in-depth analysis and engagement. At the October 8th meeting, staff reviewed the actions related to Phase 2A. The status and next steps related to these actions is summarized in the table on the following page.

At the October 8th meeting, the following resolutions were supported:

DE-2024-068

that the Denman Island Local Trust Committee approve the revised Denman Island Housing Review Project (Stage 2, Phase 2) Project Charter”.

DE-2024-069

that the Denman Island Local Trust Committee request staff provide the K’ómoks First Nations with an additional \$5,000 out of the existing project budget (2024-25) to support continued engagement on this project.

DE-2024-070

that the Denman Island Local Trust Committee approve the next steps for completing Denman Island Housing Review Project (Stage 2, Phase 2A).

Phase 2A Action Update

The table below identifies the actions reviewed at the October 8th meeting. The related draft amendments will be presented once the reformatting of the zoning regulations has gone through legal review.

PHASE 2A – ACTION UPDATE			
ACTION		STATUS	NEXT STEPS
1	Reformatting Zoning Regulations	In draft and being reviewed	To be forwarded for legal review before next LTC meeting
2	Review LUB Definitions	Ongoing	Review and update LUB and OCP as needed
3	Make Multi-Family Zoning More Flexible	Has been reviewed	Remove from the Housing Action Implementation Plan
4	Permit Dwelling Units in Institutional Zone and Community Zone	LTC supports exploring this option	Review options with suitable land analysis and First Nation interests in mind. Changes will be added to reformatted land-use bylaw
5	Limit Vacation Rental Permissions to Bed and Breakfast Only	Proposed amendments supported	Draft amendment
6	Permit Alternative Types of Dwelling Units (RVs, Yurts, Etc.)	Proposed amendments supported	Draft amendment
7	Expand Secondary Suite Permissions in water service areas	Proposed amendments supported. Staff to connect with water suppliers	Draft amendment
8	Cistern Requirements for New Builds	Proposed amendment supported. Clarity required on cistern only systems.	Draft amendment
9	Floor Area Maximum	LTC would like to explore this further with a focus on a maximum combined floor area for all dwellings.	Staff will use Mayne Islands combined floor area maximums for the time being. (See Attachment 1).

Phase 2B Action Update and Discussion

The table below identifies Phase 2B Actions. These are actions that require OCP amendments that are minor and may not require extensive analysis. If there are options that appear to require more detailed engagement and analysis the LTC can request that these be moved to the Major 2C stream or be addressed as a separate minor project. More detailed discussion on each action is provided following the table, including draft policy language where applicable (indicated in red) and questions for the LTC.

PHASE 2B – ACTION UPDATE

ACTION		STATUS	NEXT STEPS
1	Include policies related to ALR exclusion for affordable housing	LTC input required	Draft amendment
2	Permit reduction of min. parcel size to facilitate land for donation to NGO/Gov't	LTC input required	Draft amendment
3	Add policies to support development variance for proof of water for cooperatives	Further research required	Clarify Provincial regulations
4	OCP Policies to support home based assisted living	Proposal to add to home based business policy/ regulations, LTC input required	Draft amendment
5	OCP Policies to support tiny home villages	LTC input required	Draft amendment
6	Allow for variations in housing that support shared facilities (e.g. podhouse)	LTC input required	Draft amendment

PHASE 2B – ADDITIONAL ACTIONS

1	Updated Housing Objectives	LTC input required	Draft amendment
2	Changing the reference from “the Village” to “Downtown Denman”	Technical change	To be presented in first draft of bylaw
3	Update out of date information, correct spelling	Technical changes	To be presented in the first draft of bylaw

Phase 2B – ACTION 1 - Include policies related to ALC exclusion for affordable housing¹

The Agricultural Land Commission Act requires that the responsible local government make application for exclusion applications on behalf of private landowners. This is to maintain alignment with OCPs and ensure that any exclusions are in the public interest. A large portion (46%) of land on Denman Island is within the Agricultural Land Reserve (ALR). There are portions of land in the ALR that may be suitable for affordable and special needs housing. A statement could be added to OCP Agriculture and Resource Policy 7 to explicitly support exclusion applications for the purposes of supporting affordable, rental and special needs housing.

Staff have added “rental and special needs” to broaden the type of housing that could be supported and align with language in the Local Government Act.

¹ In the Denman Island Land Use Bylaw “dwelling unit, affordable housing” is currently defined as “a deed restricted and/or rent controlled dwelling unit that is secured by a housing agreement, and is available to persons with a low income as defined by housing agreement for the dwelling unit”.

Draft OCP language for discussion:

OCP Agricultural Policy 7 The Local Trust Committee should only support applications for exclusion of land from the Agricultural Land Reserve where there is a significant benefit for the greater community of Denman Island. This includes affordable, rental and special needs housing.

OCP Resource Policy 6 The Local Trust Committee should only support an application for non-farm use or exclusion of land from the Agricultural Land Reserve if the proposed non-farm use or exclusion provides for an essential community service, including affordable, rental and special needs housing, or amenity which cannot reasonably be located on land outside of the Agricultural Land Reserve and for which the community need clearly outweighs the loss to agriculture.

OCP Resource Policy 7 The Local Trust Committee should only support an application for non-farm use or subdivision on land in the Agricultural Land Reserve if the proposed non-farm use or subdivision is consistent with zoning regulations and either:

- allows an activity that supplements the farm income and does not decrease the farming capability of the property;
- protects the land for conservation purpose; or
- provides land for the purposes of building affordable, rental and special needs housing

Questions for LTC:

- Does the LTC support this approach?
- Does the LTC support adding “rental and special needs”

Phase 2B – ACTION 2 - Permit reduction of min. parcel size to facilitate land for donation to Not for Profit Organization

In the review of Denman Island’s Housing Action Implementation Plan, the LTC did not initially express support for this action. However, staff are now presenting it for reconsideration, with additional context and considerations. The rationale for reintroducing this action is that one of the major barriers to building affordable housing is the high cost of land. Donated land, protected by a covenant and housing agreement can help to support the development of affordable housing to be protected as affordable over time.

The chart below identifies the existing minimum lot sizes for subdivision in a number of land designations and which land designations already permit a reduction in minimum parcel size for multi-family affordable housing.

Policy	Land Use Designation	Minimum lot size
Subdivision Policy 1	Residential	1.0 hectares except for multi-family affordable housing
Subdivision Policy 2	Rural	2.0 hectares
Subdivision Policy 4	Agriculture and Sustainable Resource	15 hectares except for multi-family affordable housing
The Village Policy 4	Village	1.0 hectares

In the areas designated as “residential”, “agricultural” and “sustainable resource”, the OCP policies could be broadened to support a smaller parcel size for a separated unit or a number of separate units to be built as opposed to just multi-family affordable housing simply by removing “multi-family”. Specifying that the housing is to be secured by a housing agreement will protect its affordability over time. The LTC could also choose to specify that the land be donated to a not for profit, government organization or First Nation will provide guaranteed oversight of the use of the property over time.

The approach chosen for the “residential”, “agricultural” and “sustainable resource” could also be applied to rural, village land use designation and any others the LTC would like to apply it to those land designations.

Keep in mind that the subdivision of the land requires application to the provincial government with support from the Local Trust Committee. This will include proving sufficient water is available to support the permitted use. Rezoning may also be required and can include additional process to ensure that the interests of the community are supported.

Questions for the LTC:

- Does the LTC support this approach in all land use designations identified about? If not all, which ones?
- Would the LTC like to specify that the housing should be secured by a housing agreement?
- Would the LTC like to specify that the land for “affordable housing” be donated to a not for profit, government body and First Nation?

Phase 2B ACTION 3 - Add policies to support development variance for proof of water for cooperatives

Further research is needed before staff is able to provide options.

Phase 2B ACTION 4 - OCP Policies to support home based assisted living

Home based assisted living can be considered a home occupation. As such, a policy can be added to the OCP to permit home-based assisted living as a home occupation. See draft OCP language as provided in red.

OCP –Home Occupations

Policy 12 Home-based assisted living permitted as a home occupation

If OCP policy 12, as indicated above, is added then home-based assisted living would also need to be added to Section 2.4 in the land use bylaw as a permitted home occupation. Regulations specific to home-based assisted living should also be added. These could be similar to those for home-based guest accommodation which:

- Restricts the use to the principle dwelling unit
- Restricts the use to 3 bedroom, with a maximum of two beds each
- Permits meals to be served to guests

Questions to LTC:

- Would you like to add “home-based assisted living” as a home occupation?
- Would you like to regulate it in a way similar to home-based guest accommodation? What would be different? What would be similar?

Phase 2B ACTION 5 - OCP Policies to support “tiny home villages”

The term “tiny home” is somewhat ambiguous. “Tiny home” is a term that has been used to refer to two types of dwellings: small “homes on wheels” and small homes with a foundation. Staff is suggesting that the OCP and LUB refer to “Clustered Small Unit Housing” to provide flexibility for the type of housing that could be supported in a village type arrangement.

With updated definitions and other changes being made to Denman’s OCP and LUB, small “homes on wheels” and other smaller housing alternatives will be considered both as primary dwelling units as well as accessory dwelling units. If the LTC chooses to implement a flexible housing approach, multiple small units within a maximum floor area will be permitted in some areas of the Island. In some cases, what could evolve may be akin to a small home village scenario.

Information on Mayne Island’s flexible housing approach is provided in Attachment 1. Mayne Island’s approach focussed on lots under 5 hectares (12.35 acres). The Denman LTC has already indicated interest in adopting a flexible housing approach. The LTC can direct staff to provide options for number of units on larger lots.

If the LTC wants to support the opportunity for a number of units to be built, or to reside on a parcel the land, beyond what may be supported through flexible housing then the OCP will need to permit rezoning for this use. Keep in mind that the rezoning application will require process to ensure that the land is suitable, adequate water is available, and the interests of the community are supported.

To support rezoning for multiple small dwelling units, OCP housing policy 8 could be amended, with proposed new bylaw language identified below in red.

OCP - Housing Policies

Policy 8 - In the Residential and the Rural designation, the principal use should be single family residential with the exception of the following:

- Multiple unit-family affordable housing through the completion of successful rezoning application.
- **Clustered small unit affordable housing through the completion of successful rezoning application.**

Policies 28 and 29 identify considerations for rezoning applications for seniors housing and affordable housing respectively. If the LTC supports adding “clustered small unit affordable housing”, the considerations identified can include those that exist for “affordable housing” (in black) in addition to considerations specific to “clustered small unit affordable housing” (in red):

- that the proposal is not located in a connectivity area identified in Schedule D;
- that the proposal does not impact negatively on adjacent properties;
- that the proposal will not place a strain on existing public services and infrastructure;
- that the proposal is clustered and siting and height are sensitive to surrounding area;

- that any environmentally sensitive areas on the lot are identified and the applicant undertakes a conservation covenant to protect such areas;
- that the proposal provides an adequate supply of potable water and adequate sewage disposal for each unit;
- that the proposal includes a layout of the pads and/or housing unit location and internal circulation;
- that the size of units in the proposal be limited to 500ft²;
- that a housing agreement be required as part of the proposal to ensure affordability over time.

Questions for the LTC:

- Do you support rezoning for clustered small unit affordable housing?
- Would you like staff to provide options for flexible housing on larger lots?
- Are there other specific interests that you would want addressed in a rezoning for “clustered small unit housing”?

Plan 2B ACTION 6 - Allow for variations in housing that support shared facilities (e.g. podhouse)

This option is about allowing a number of detached units without cooking and bathroom facilities where there is shared cooking and bathroom facilities. The additional language proposed for Policy 8 above has been drafted in a way which is flexible enough to support variations of housing including options where there are shared facilities. The policy could include additional considerations for the rezoning such as: shared laundry, shared bathroom facilities, shared kitchen. Examples of additional statements that could be included are as follows:

Clustered small unit affordable housing could include:

- shared laundry facilities
- shared workshops and other buildings
- shared kitchen
- shared bathroom facilities

Question for the LTC:

Would you like the OCP to indicate the shared facilities that could be included in “clustered small unit affordable housing”?

Phase 2B – ADDITIONAL ACTIONS 1 – Amendment of Housing Objectives

In light of changes to the OCP facilitating the ability to increase density outright (through flexible housing and other changes that may be made to the land use bylaw to support the development of additional accessory dwelling units), some changes will need to be made to the OCP Housing Objectives. Potential changes are indicated in red below. These, as all proposed amendments, can be refined over the course of the project.

Guiding Objective - Housing to encourage housing that accommodates the needs of a variety of families and individuals while protecting the natural environment, the social fabric and the rural character of the community.

Objective 1 -To ensure that housing options are sensitive to ground water availability and sewage disposal capability, guard against contamination of ground water and preserve the rural nature of Denman Island

Objective 2 - To ensure housing options preserve human diversity in the community **by supporting a diversity of housing options**

~~**Objective 3** -To set the maximum for the overall residential density of the Island as the residential density possible with the zoning regulations in place at the time of adoption of this Plan while providing flexibility for a range of dwelling types~~

Objective 3 - To support the establishment of affordable housing, rental opportunities and special needs housing and provide the opportunity for Island seniors to remain in the community, ~~especially in their own or their families' homes~~

Objective 4 - To protect and enhance the supply and quality of rental housing.

In addition to updating objectives, staff encourage the update of the preamble to the housing section which is currently outdated.

Questions for the LTC:

- Do you agree with the proposed changes to the OCP objectives for housing?
- Is there anything you would like to change or add?
- Do you support staff making changes to the preamble to the housing section?

Phase 2C Update

PHASE 2C – ACTION UPDATE			
ACTION		STATUS	NEXT STEPS
1	Expansion of Accessory Dwelling Unit Permission where most suitable	Requires Suitable land analysis and input from the K'omoks Nation	▪ Consultant has been hired to complete the suitable land analysis ▪ K'omoks Nation will be submitting a lost of there interest by the end of April ▪ Staff can draft bylaw language for zoning regulations supporting these actions while the extent of the application is still being considered
2	Expansion of secondary suite permission beyond water service areas where most suitable		
3	Allow multiple dwellings with a max. combined floor area where most suitable		

ALTERNATIVES

- 1. The LTC can make changes to the proposed amendments as desired.
- 2. The LTC can request an alternative approach.
- 3. The LTC can request public engagement on any or all of the proposed options.
- 4. The LTC can request any or all of the proposed options be sent to the Housing APC for review.

If the LTC wishes to engage the public or the Housing Advisory Planning Commission at this stage in the process, staff recommend doing so only if there is a specific question that needs to be addressed.

NEXT STEPS

Staff will:

- Draft bylaws for Phase 2A and Phase 2B as agreed to;
- Provide the LTC with options for number of units and floor area maximums to support flexible housing;
- Explore options regarding proof of water for cooperatives as well as rainwater capture; and
- Continue to work with K’omoks Nation staff to define their interests.

Submitted By:	Narissa Chadwick, RPP MCIP, Island Planner	November 22, 2024
Concurrence:	Renée Jamurat, RPP MCIP, Regional Planning Manager	November 26, 2024

ATTACHMENTS

- 1. Flexible Housing Document – Mayne Island example

Mayne Island Flexible Housing

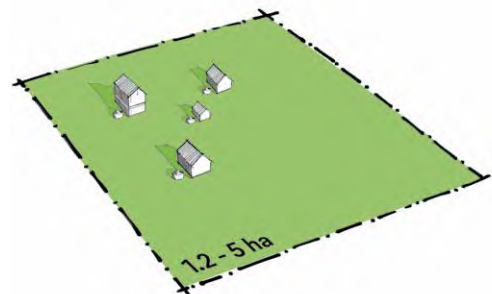
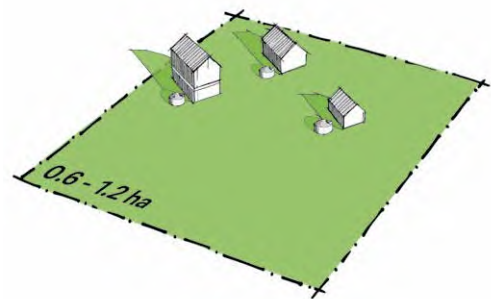
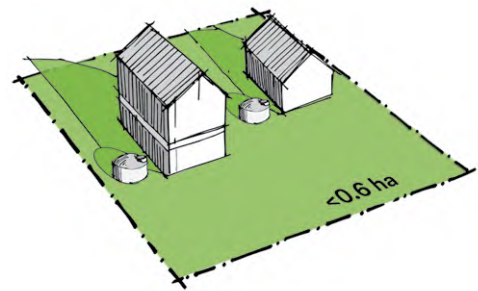
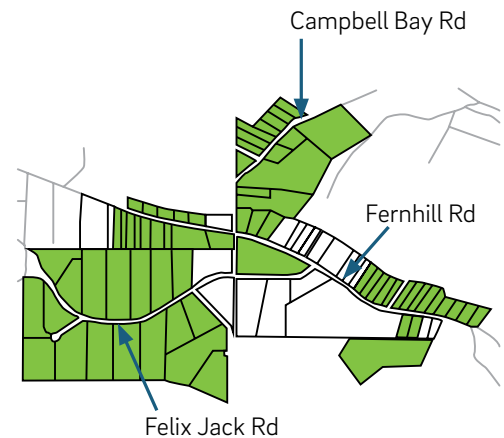
Flexible Housing Zoning permits additional dwelling units within a combined maximum floor area. Cisterns for catchment and storage of freshwater with minimum capacity of 13,640 litres (300 gallons) are required for each secondary suite, cottage and additional dwelling.

Flexible Housing Zoning applies to pilot areas (see map to right) on Mayne Island that are close to amenities and where additional density is less likely to increase the vulnerability of groundwater resources.

On **lots less than 0.6 ha (1.5 acres)** in area, one secondary suite and one additional dwelling is permitted. Total combined floor area of all dwellings cannot exceed 232 m² (2500 ft²).

On **lots greater than 0.6 ha (1.5 acres) up to 1.2 ha (3 acres)**, two dwellings, one secondary suite and a cottage are permitted. Total combined floor area of all dwellings and cottages cannot exceed 325m² (3,500ft²).

On lots **greater than 1.2 ha (3 acres) up to 5 hectares (12.35 acres)** three dwellings and a cottage are permitted. Total combined floor area of all dwellings and cottages cannot exceed 436 m² (4,750 ft²).



Contact Narissa Chadwick, Island Planner: nchadwick@islandstrust.bc.ca

Mayne Island Local Trust Committee March 2023



Denman Conservancy Association

PO BOX 60, Denman Island, BC V0R 1T0

November 26, 2024

Agricultural Land Commission

201 – 4940 Canada Way

Burnaby, BC, Canada

V5G 4K6

ALRLandUseConcern@gov.bc.ca

To Whom it May Concern:

Re: ALR Land Development on Denman Island

I am writing on behalf of the Denman Conservancy Association (DCA). Established in 1991, DCA is a non-profit charitable organization with 240 members. We work to preserve unique, environmentally sensitive and historically important lands on Denman Island, B.C. We hold land and Conservation Covenants, and are responsible for conservation management of properties, including Nature Reserves held by the Islands Trust Conservancy, as well as for BC Parks land.

DCA has concerns about specific work occurring on lands in the ALR on Denman. We have chosen not to file a Violation Report Form at this time as we require clarification from the ALC to understand criteria for determining such violations.

The lands, comprising 143 acres, are described as follows:

SECTION 31, NANAIMO LAND DISTRICT, EXCEPT PLAN VIP61295, & PT OF SEC 32 DENMAN ISLAND, THE WHOLE OF SAID LAND BEING THE AREA SHOWN OUTLINED IN RED ON PL VIP1656R & EXC PT OF SEC 32 INCL IN PL VIP16663 & EXC PT IN PL VIP87982 & VIP88176

PID: 006-662-307

DCA has legal interests in portions of the specific property as well as adjacent lands bordering of the site. DCA holds Conservation Covenants on portions of Danes Creek and the Komas Bluffs (see map below). It is noted that completely cleared / vegetation denuded areas extend right to the Covenant Area boundary. (See Appendix 1 Reference Plan with Legal descriptions of the lands with DCA Conservation Covenants.)

Extensive clear-cut logging, land alteration, including excavation of a major water reservoir have occurred on the lands (described above) in preparation for establishment of a winery, with planting of grape stock to begin in Spring 2025. DCA has begun written communication with the landowner to attempt to obtain clarity on the owner's short- and long-term plans for the lands. Unfortunately, we have received little information on the nature of agricultural practices to be employed on the lands and whether they may threaten the Covenant Areas.

It is our understanding that the ALC Act is subject to the *Land Use Act*, the *Environmental Management Act*, and the ALC may consider a water sustainability plan under the Water Sustainability Act.

We note that the Environmental Management Act makes reference to duties and powers of the Environment and Land Use Committee, in particular

“(b)to ensure that all the aspects of preservation and maintenance of the natural environment are fully considered in the administration of land use and resource development commensurate with a maximum beneficial land use, and minimize

and prevent waste of those resources, and despoliation of the environment occasioned by that use;"

We also note the *Water Sustainability Act*, which states:

"65 (1) The minister, on request or on the minister's own initiative, by order, may designate an area for the purpose of the development of a water sustainability plan

- (a) if the minister considers that a plan for the area will assist in
 - (i) preventing or addressing
 - (A) conflicts between water users,
 - (B) conflicts between the needs of water users and environmental flow needs,
 - (C) risks to water quality, or
 - (D) risks to aquatic ecosystem health, or
 - (ii) identifying restoration measures in relation to a damaged aquatic ecosystem..."

Both Acts reference concerns we have about the extensive alteration of ALR lands in proximity to DCA Conservation Covenants.

For example:

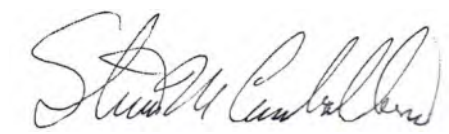
1. Can we be assured that the development and management of these lands will preserve and maintain the environment?
2. Can we be assured that administration of land use and resource development is commensurate with a maximum beneficial land use and does not threaten surrounding protected lands?
3. Can we be assured the land use will minimize and prevent waste of those resources, and despoliation of the environment occasioned by that use?
4. Will a Water Sustainability Plan be required for the ALR lands in question? The DCA Conservation Covenants identify various concerns about the potential degradation of the Covenant Area by silts, leachates, fills or deleterious substances flowing into the Covenant Area; activities which alter or interfere with

the hydrology; the introduction of pesticides into the Covenant Area. As we have no information about the agricultural practices that will be employed in the ALR in proximity to the Covenant Areas, we have no assurance about the potential well-being of these important protected areas.

Please contact DCA should you require more information.

We look forward to a reply to this letter.

Sincerely,



Steve Carballeira, DCA Chair



cc: ALC.Island@gov.bc.ca

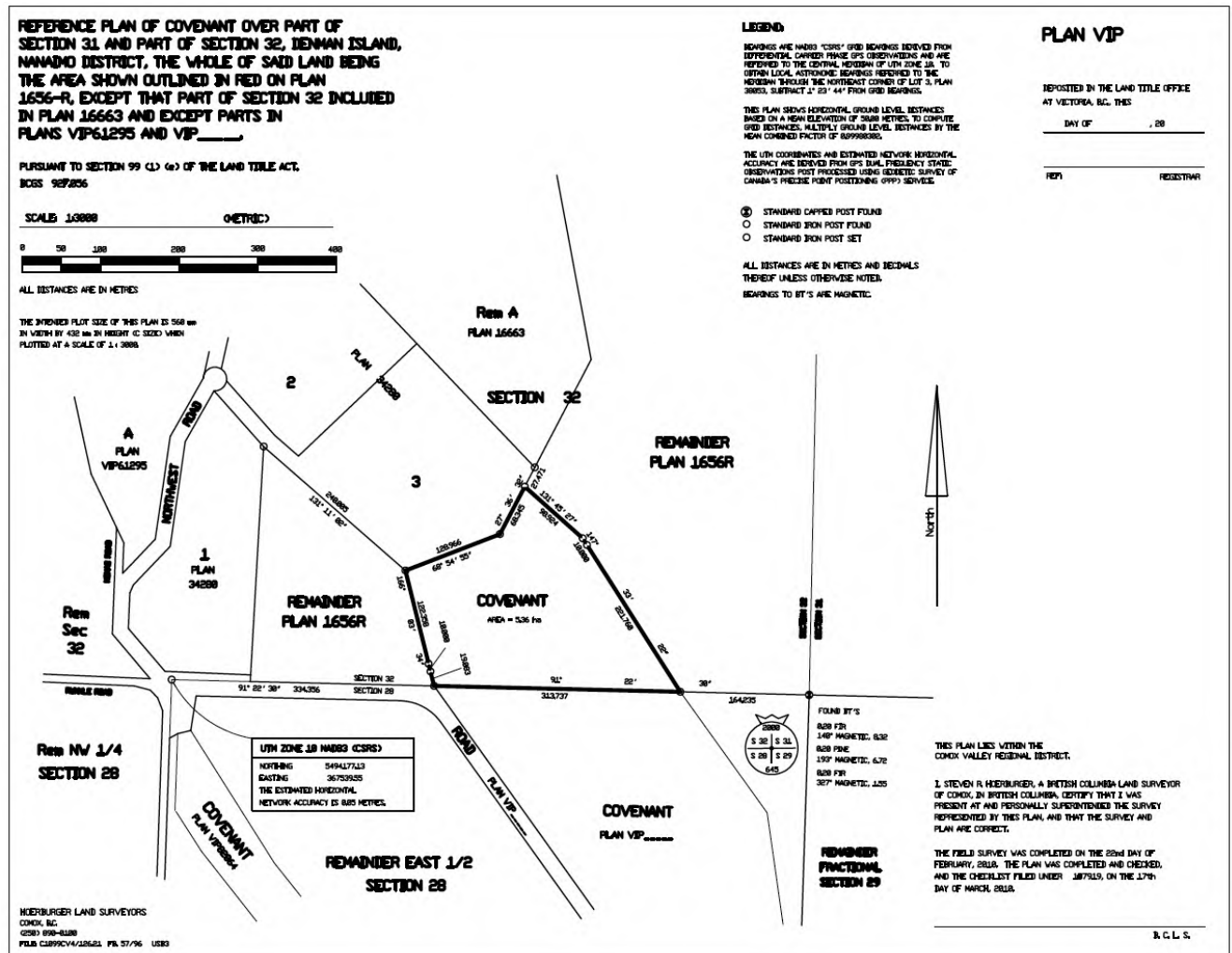
David Graham, Denman Island Trustee

Sam Borthwick, Denman Island Trustee

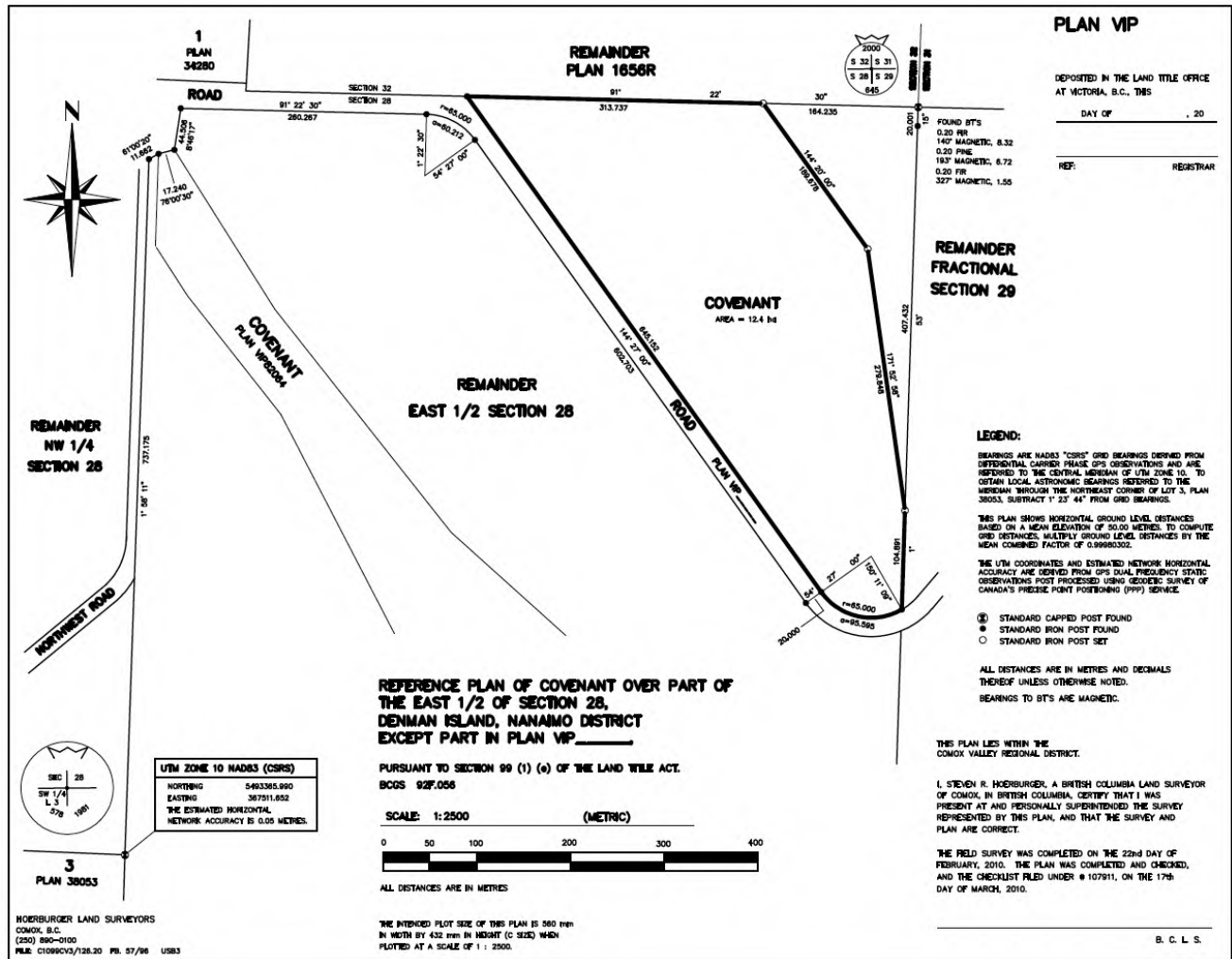
.....
.....

We acknowledge that we live within the unceded traditional and treaty territories of the
Pentlatch, K'ómoks, Homalco, Klahoose, Qualicum, Shíshálh, Tla'amin,
We Wai Kai, and Wei Wai Kum First Peoples.

Reference Plan C1099CV4 The Point depicting Covenant Area on land held by Vineyard developer.



Reference Plan C1099CV3 NDL depicting Covenant Area on land held by Denman Conservancy Association.



File No.: Policy Statement
Amendment Project (PSAP)

DATE OF MEETING: Fall 2024

TO: Local Trust Committees
Bowen Island Municipality

FROM: Trust Area Services

SUBJECT: Phase 4 Community Engagement Options - Policy Statement Amendment Project (PSAP)

RECOMMENDATION

1. That *[name of LTC/Bowen Island Municipality]* select Engagement Option(s) *[Insert option #s here]* for Phase 4 community engagement about the new draft Islands Trust Policy Statement.

REPORT SUMMARY

The purpose of this report is to provide local trust committees (LTCs) and Bowen Island Municipality (BIM) with the opportunity to advise Trust Council which, if any, local public engagement activities the LTC/BIM would prefer used to seek community input to inform the LTC's/BIM's referral response to Trust Council about the draft new Policy Statement. Trust Council will refer the new Policy Statement to LTCs and Bowen Island Municipality for comment once Trust Council has provided approval in principle.

The project work plan anticipates that virtual and on-island engagement will take place between May and October 2025.

BACKGROUND

Through approval of the Policy Statement Amendment Project Charter, Islands Trust Council has confirmed its intent to support a six-month local engagement window once Trust Council grants the draft Policy Statement approval in principle.

The project charter for the Policy Statement Amendment Project envisions Phase 4 engagement taking place simultaneously at the federation-wide and local trust area/Bowen Island levels. At the federation-wide level, the following engagement activities are planned:

- A survey¹, available both online and in hard copy that can be picked up at key locations on the islands; and
- An online workshop open to all that wish to attend.

¹ There will be an opportunity for people to phone in their answers to the survey as well.

Options for on-island engagement are laid out in the table below.

This will be the fourth time that local communities have been engaged as part of the Policy Statement Amendment Project. Information about previous engagement phases is available in the “Project Library” on the [Islands 2050 webpage](#).

ANALYSIS

On-Island Engagement Options

Option Number	Option Type	Option Description	Trust Area Services Staff Participation	Option Cost (from PSAP budget)
1.	No formal on-Island engagement	LTC/BIM receives the draft policy statement and develops a referral response based on their own perspectives or information gathered informally in the community ²	N	\$0
2.	Town Hall during regular LTC/BIM meeting(s)	LTC/BIM allocates time within one or more regular LTC meetings to hear views of community members	N	\$0
3.	LTC/BIM-led Community Information Meeting prior to regular LTC meeting	LTC/BIM requests and advertises Community Information Meeting to be held on regular LTC/BIM meeting day specific to the draft new Policy Statement	N	\$XXX (advertising) \$XXX (engagement materials)
4.	Staff-led Community Information Meeting prior to regular LTC/BIM meeting	LTC/BIM requests and advertises for Community Information meeting to be held on regular LTC/BIM meeting day specific to the Policy Statement	Y	\$XXX (advertising) \$XXX (engagement materials)
5.	Staff-led Community Information Meeting outside of regular LTC/BIM meeting ³	LTC requests and advertises for special meeting to be held specific to the Policy Statement	Y	\$XXX (advertising) \$XXX (engagement materials) \$XXX (hall rental + catering) \$XXX (minute taker)

² Trustees are welcome to convene informal gatherings at their own cost, but use of project funds requires a more formal structure (minute taker/recorder etc).

³ On-Island engagement events that involve TAS staff will likely involve total overtime, travel, and potentially accommodation costs in the order of between \$250 and \$1,000.

6.	Staff-run info booth	Staff set up a booth at a popular community hub to share information about the PSAP and gather feedback for presentation to LTC/BIM	Y	\$XXX (advertising) \$XXX (engagement materials)
7.	Staff-run info booth on the ferry	Staff set up a booth on the ferry to share information about the PSAP and gather feedback for presentation to LTC/BIM	Y	\$XXX (advertising) \$XXX (engagement materials)

Issues and Opportunities

Need for Local Engagement

LTCs/BIM considering Phase 4 local engagement for the Policy Statement Amendment Project should consider the nature of the information they hope to receive to inform their referral response. LTCs/BIM are under no obligation to pursue on-island engagement if they are satisfied they can comment on the draft Policy Statement without it. A survey option will be available to on-island residents regardless of an LTC's/BIM's on-island engagement selection.

Project Budget

Subject to Trust Council approval, the anticipated budget for Phase 4 on-island community engagement is \$20,000. This is not sufficient for staff-supported engagement on all 13 large islands or associated islands. Once all LTCs/BIM have submitted their engagement requests, staff will review the nature of each request, and if it does not seem feasible to deliver the type of engagement requested with the existing budget, staff will advise Executive Committee and propose options and alternatives.

Rationale for Recommendation

The purpose of this report is to solicit LTC/BIM direction so Trust Area Services staff can prepare appropriate opportunities and materials in support of local trust committee engagement on the Policy Statement. The content of any recommendations is at the LTC's/BIM's discretion.

ALTERNATIVES

1. Request alternative approach to engagement

The LTC/BIM may have ideas for local engagement that staff have not included above. If this is the case, and provided such ideas are feasible within both project budget and timeline, then LTC/BIM may request this approach. If this is the case, the following resolution is appropriate :

That the [name of LTC/Bowen Island Municipality] requests the following form of local engagement for Phase 4 community engagement about the new draft Policy Statement

NEXT STEPS

Staff will collate the on-island engagement requests of all LTCs/BIM and assess them for feasibility relative to project budget and staff resources. Depending on the results of that assessment, staff will draft a public engagement plan and schedule for Trust Council approval and/or seek direction from Executive Committee if LTC/BIM requests exceed budget or resourcing limits.

Submitted By:	Jason Youmans, Senior Policy Advisor	September 26, 2024
Concurrence:	Clare Frater, Director, Trust Area Services	October 2, 2024

ATTACHMENTS

- 1. Policy Statement Amendment Project Charter V9

Policy Statement Amendment Project - Project Charter V9

Purpose To support Trust Council’s update of the Islands Trust Policy Statement bylaw, incorporating feedback from Indigenous Governing Bodies, the public, and referral agencies, and approval by the Minister of Municipal Affairs.

Background Trust Council has assigned Executive Committee, with involvement from Trust Programs Committee as appropriate, the task of updating the Islands Trust Policy Statement through the lenses of reconciliation, climate change, and affordable housing, and to undertake early engagement with Indigenous Governing Bodies (IGBs) and the public in the process.

Objectives

- To adopt an updated Policy Statement bylaw that supports Trust Council’s commitments to reconciliation, climate change, and affordable housing, and reflects feedback from the public, IGBs, and partner agencies.

In Scope

- Amendment drafting of V1 as directed by TC resolutions, communications, legal review, and implementation planning
- IGB engagement, public engagement, and agency referrals
- Four readings/Ministerial approval

Out of Scope

- Treaty or territorial negotiations or accommodation
- Consequential amendments to official community plans and land use bylaws

Workplan Overview

Major Deliverable/Milestone	Dates
Past Years (FY 2019-20, 2021-22, 2022-23, 2023-24) -IGB early engagement Phases 1 (2019-2021), 2 (2021-2022), and 3 (2023) -Public engagement Phases 1 (2019-2020), 2 (2021), and 3 (2022) -Policy review and analysis by Trust Council’s committees/working groups and staff (2020-22) -Amendment drafting and legal review Phase 1 (Apr-Jun 2021), Phase 2 (Dec 2022-Mar 2023) - IGB Early engagement Phase 3	2019-2024
Present (FY 2024-25) - Review and revision of draft Policy Statement by Committee of the Whole	May - December 2024
Proposed Next Steps (FY 2024-25) - Approval in principle by Trust Council -Six month public engagement (referrals to local trust committees and Island Municipalities for local engagement; Trust-wide survey; and virtual community workshop) - Amendments and First Reading - Bylaw referral to IGBs, regional districts, Conservancy Board and others	Jan 2025 May– October 2025 Nov- Dec 2025 Dec 2025 - March 2026
Final Adoption (FY 2025-26/2026-27) -Trust Council receives referral responses and passes resolutions on further revisions required -Amendment drafting and amendment/ Second and Third Reading by Trust Council -Refer proposed bylaw to Minister with final FN engagement report; allow six months for review - Ministerial Approval (estimated—no statutory timeline), and Adoption -Final graphic design and distribution, celebration event, implementation planning	April 2026 May 2026 May2026 Dec 2026 Dec 2026—Jan 2027

Project Team

Executive Committee
Trust Programs Committee
Director, TAS

Project Champion
Policy Content Advisors
Project Director

Sr. Policy Advisor

Project Manager & Policy Writer

Program Coordinator

Public Engagement Coordinator

Communications Specialist

Communications Coordinator

Budget

Item	FY 24-25	FY25-26	FY26-27
Communications	\$10,000	\$26,000	\$10,000
Public Engagement	\$0	\$60,000	\$0
Legal Review	\$25,000	\$5,000	\$5,000
Capacity Funding	\$4,000	\$0	\$0
Total Activity Costs:	\$39,000	\$91,000	\$15,000

Approved by:

Clare Frater, Director, TAS

Endorsement: TC

Date: TC-2024-077, Sept, 25, 2024

*Timeline assumes Trust Council schedules special meetings between regular quarterly meetings.



REQUEST FOR DECISION

To: Denman Island Local Trust Committee
For the Meeting of: December 10, 2024
From: Meeting Administrator
Date Prepared: October 17, 2024
SUBJECT: Draft 2025/26 Denman Local Trust Committee Annual Meeting Schedule

RECOMMENDATION: THAT Denman Island Local Trust Committee approve their January, 2025 to March, 2026 Meeting Schedule.

DIRECTOR COMMENTS: The work of developing the proposed 2025 committee schedule has been centralized thereby allowing the Executive Coordinator and Meeting Administrator to consider, at length, the many factors involved in creating an effective schedule that meets the requirements of each committee, the chairpersons, and committee members. The proposed schedule allows decisions made by local trust committees to move onto the relevant standing committee's agenda to Executive Committee in a timely manner allowing for increased efficiency. Adoption of the proposed meeting schedule will increase productivity by allowing a seamless process in completing the work required to organize and publish the meetings without need for significant re-ordering of the schedule.

1 PURPOSE:

To approve the Denman Island Local Trust Committee Business Meeting Schedule from January 1, 2025 to March 31, 2026

2 BACKGROUND:

Each Local Trust Committee (LTC) is asked to endorse, by resolution, its regular annual business meeting schedule for 2025. Pending Trust Council's decision at its December meeting, Trust Council Bylaw No. 197, 2024 Section 5 proposes that local trust committee meetings be scheduled for the fiscal year instead of the calendar year. Therefore, if Bylaw No. 197, 2024 is adopted, the Local Trust Committee meetings will be scheduled from January 1, 2025 through March 31, 2026 and then April 1 through March 31 thereafter.

As part of this endorsement, the LTC will need to designate which meeting dates are anticipated to be electronic or in-person. This would allow staff to plan further in advance to accommodate meeting logistics, enable staff to book venues for the year and anticipate cancelling the bookings if the meetings get changed to electronic-only at a later date.

Factors that have been considered when putting together the schedule are as follows:

- LTC's preferred meeting days and times;
- Number of meetings held per year;
- Anticipated project commitments and application volumes;
- Chair and trustee availability and conflicts with Executive Committee and Trust Council Standing Committee meeting dates;
- Chair travel;
- Trust Council meeting dates;

- Trust Council Standing Committees including: Executive, Financial Planning and Audit Committee, Governance, Regional Planning, Trust Programs
- Flow of work from LTCs through standing committees to Financial Planning Committee to Executive Committee and then to Trust Council;
- Islands Trust Conservancy Board meetings, Bowen Island Municipality meetings, Union of BC Municipalities, Association of Vancouver Island and Coastal Communities, and other conferences;
- Other Local Trust Committee meeting dates;
- Statutory holidays including Christmas closures;
- Preference to hold as few meetings in August as possible;
- Available staff and financial resources; and
- Ferry and travel schedules.

3 IMPLICATIONS OF RECOMMENDATION:

ORGANIZATIONAL: If Denman Island LTC makes significant amendments to the schedule there will be a substantial re-ordering of LTC and Council Committee meeting dates as a result.

FINANCIAL: LTCs decisions whether to hold electronic meetings or in-person meetings will affect budgets. Electronic meetings do not incur venue costs or travel status costs from trustees or staff.

POLICY:

Trust Council Bylaw No. 197 (Proposed).
LTC Meeting Procedure Bylaws.

IMPLEMENTATION/COMMUNICATIONS: Dates and locations of meetings will be posted immediately following adoption and as per LTC Meeting Procedures Bylaws.

FIRST NATIONS RELATIONS: Not applicable.

OTHER: Adoption of an April to March fiscal LTC meeting schedule will provide each LTC with advance notice of meeting dates for the following year as Trust Council and local trust committees will continue to adopt the schedule in November or December of the previous year.

4 RELEVANT POLICY(S):

Trust Council Bylaw No. 197 (Proposed).
LTC Meeting Procedure Bylaws.

5 ATTACHMENT(S):

1. [DE-LTC_JAN2025-MAR2026_MtgDates.RFD.docx](#)

RESPONSE OPTIONS

Recommendation: As provided.

Alternative: *THAT Denman Island Local Trust Committee approve their January 1, 2025 to December 31, 2025 Business Meeting Schedule.*

Prepared By: Lisa Millard, Meeting Administrator

Reviewed By/Date: Stefan Cermak, Director, Planning Services / October 25, 2024



Islands Trust

DRAFT

Denman Island Local Trust Committee January, 2025 – March, 2026 Regular Meetings

The Denman Island Local Trust Committee will be meeting to consider land use applications, bylaws, correspondence, and various community planning topics.

Meetings are subject to change. Please visit the Islands Trust website for up-to-date schedule information.

DATE		TIME	MEETING TYPE	LOCATION
Tuesday	January 21, 2025	10:00 a.m.	Regular	Denman Activity Centre 1111 Northwest Rd., Denman Island (or Electronic)
Tuesday	March 18, 2025	10:00 a.m.	Regular	Denman Activity Centre 1111 Northwest Rd., Denman Island (or Electronic)
Tuesday	May 20, 2025	10:00 a.m.	Regular	Denman Activity Centre 1111 Northwest Rd., Denman Island (or Electronic)
Tuesday	July 15, 2025	10:00 a.m.	Regular	Denman Activity Centre 1111 Northwest Rd., Denman Island (or Electronic)
Tuesday	October 21, 2025	10:00 a.m.	Regular	Denman Activity Centre 1111 Northwest Rd., Denman Island (or Electronic)
Tuesday	December 16, 2025	10:00 a.m.	Regular	Denman Activity Centre 1111 Northwest Rd., Denman Island (or Electronic)
Tuesday	January 20, 2026	10:00 a.m.	Regular	Denman Activity Centre 1111 Northwest Rd., Denman Island (or Electronic)
Tuesday	March 17, 2026	10:00 a.m.	Regular	Denman Activity Centre 1111 Northwest Rd., Denman Island (or Electronic)

The proposed meeting agenda is generally available one week prior to the meeting and may be obtained at the Islands Trust office or on our website.

Please note that correspondence received from the public may become part of a meeting agenda that is published online.

VISIT OUR WEBSITE: <https://islandstrust.bc.ca/location/denman/>

CONTACT US AT 250-247-2063 OR: northinfo@islandstrust.bc.ca



ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

HIGHLIGHTS OF ISLANDS TRUST CONSERVANCY NOVEMBER 19TH, 2024 BOARD MEETING

NOTE: For more detail on Islands Trust Conservancy meetings, including meeting minutes, please visit <https://islandstrust.bc.ca/whats-happening/meetings-and-events/>

1. ORGANIZATION UPDATES/TEAM

- Chair Smith provided a reminder that there will be an election for Chair and Vice Chair in January 2025, and advised she will be stepping down as Chair.
- The ITC Board and ITC staff reported on the highlights of attending the Salish Sea Conservation Forum on Galiano Island on October 18th, 2024.

2. STRATEGIC PLANNING/ADMINISTRATION

- The ITC Board adopted the proposed board meeting schedule from January 2025 to March 31st, 2026. Staff were directed to schedule the following ITC board meeting dates: January 21st, May 27th, October 7th, November 18th, 2025 and January 20th, 2026 as electronic meetings, and list the Victoria office board room as the public meeting location. Three in-person meetings will be held on March 18th and July 22nd, 2025, and March 17th, 2026.
- The ITC Board approved an increase of \$7,582 to its proposed 2025-26 Salaries and Benefits budget (Islands Trust Contribution) due to an error in its earlier submission relative to the amount available from the Environment and Climate Change Canada Contribution Agreement for Salaries and Benefits in 2025-26. In light of the increasing budget line request, the Board approved reducing the Board's training budget line by \$3,000 (originally increased to support education on Indigenous Conserved and Protected Areas). The board directed staff to provide these changes to the Financial Planning Committee and Trust Council.
- The ITC Board will indicate to Financial Planning Committee and Trust Council its supports for the Trust Area Services business case for an Auxiliary Policy Advisor for 2025-26 as this position is critical for ongoing intergovernmental and policy work. The ITC Board requests that a portion of an Auxiliary Policy Advisor position be dedicated to support the Conservancy's engagement with First Nations on the development of its next Five Year Plan.
- Trustee Elliott provided an update to the ITC Board from Executive Committee. Items reported include identifying an upcoming Executive Committee meeting on November 20th in preparation for Trust Council's December meeting, welcoming the new Islands Trust Chief Administration Officer, Reuben Bronee, and that the Policy Statement amendment project is proceeding through Committee of the Whole discussions and will go to communities and ITC before it is finalized.



ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

- Trustee Yates reported that no changes to the proposed ITC budget were requested by Financial Planning Committee.
- Trustee Gauvreau provided an update to the ITC Board from Governance Committee including that the Committee is reviewing the Trustee remuneration policy to ensure that Islands Trust is following best practices and is submitting two business cases to Financial Planning Committee for inclusion in the 2025-26 budget; for a full-time Corporate Secretary and for policy assistance. The committee also set its 2025-26 meeting schedule and supported a suggestion to create a governance manual to help organize policies.
- The ITC Board received a Salt Spring Island LTC Planning Referral Notice and discussed how best to review and comment referrals in a timely manner.

3. COVENANT AND PROPERTY ACQUISITIONS

- The ITC Board approved the conservation proposal submitted by Tara Martin to place a NAPTEP covenant on approximately 1 ha of Salt Spring Island, subject to review of First Nations responses and to Ministerial approval, to protect woodlands and herbaceous habitats, maturing dry Douglas-fir forest, and connectivity with adjacent protected areas.

4. COVENANT AND PROPERTY MANAGEMENT

- The ITC Board granted the request of Sallas Forest Strata, Sidney Island, to use an excavator to extract invasive *Crataegus monogyna* (hawthorn) trees from covenants ES065747 (Dragonfly Pond), ES65743 (Woodpecker Pond), and ES065749 (Kingfisher Pond) and to dispose of the biomass on site by burning. A temporary waiver of certain sections of the covenant was granted, subject to specific terms to allow this work.
- The ITC Board accepted the ITC Natural Area Protection Tax Exemption Program (NAPTEP) Covenant Monitoring Report 2024 and directed staff to address compliance and ecological concerns as identified in the report.
- The ITC Board accepted the ITC Nature Reserve Monitoring Report 2024 and directed staff to address the recommendations as identified in the report.
- The ITC Board approved soil moisture research at Link Island Nature Reserve by the Swift family, subject to First Nations consultation and the covenant holder's approval.
- The ITC Property Management Specialist presented a briefing on Gambier Island Local Trust Committee requesting the use of Squamish language on ITC Nature Reserve signage on Gambier Island.



ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

5. COMMUNICATIONS AND OUTREACH

- The ITC Board directed staff to prepare and submit a letter from the ITC Board to the Minister of Municipal Affairs that reiterates the ITC's desire to undertake meaningful First Nations engagement, explains the ITC's staff capacity challenges, provides the Board's proposed ITC Plan engagement outline, and seeks the Minister's support for the updated timeframe for development and submission of the next ITC Plan.
- The ITC Board requested that Director Frater consider if a portion of the new Trust Area Services Policy Advisor position, supposed by Trust Council in September 2024, can be targeted to assist ITC staff with the Five Year Plan/First Nations Engagement project or if ITC can seek similar funding for an ITC Policy Advisor position for this and other policy requirements.
- The ITC Board requested Chair Smith write a letter on behalf of ITC to Trust Council regarding having not been consulted by Trust Council before the request for a Provincial review was made.
- The ITC Communications Specialist presented a briefing with a Communications and Engagement Strategy for ITC's 35th Anniversary.
- The ITC Strategic Fund Development Specialist advised that the annual holiday appeal will launch this year on Giving Tuesday on Tuesday December 3rd.

Learn more about Islands Trust Conservancy: <https://islandstrust.bc.ca/conservancy/>

Subscribe for Islands Trust Conservancy updates: <https://islandstrust.bc.ca/subscribe/>



the Heron



A newsletter from the Islands Trust Conservancy, protecting islands in the Salish Sea | islandstrust.bc.ca/conservancy

FALL 2024

Take me home! 
This newsletter is provided FREE by ITC

William's Story Islands Trust Conservancy's Youngest Donor

p.3

WATERFALL ON SALT SPRING ISLAND. PHOTO: KRISTINE MAYES



For links and additional media, visit the Heron Newsletter online.

www.islandstrust.bc.ca/conservancy/heron-newsletter/



ALSO IN THIS ISSUE

FALL FOLIAGE. PHOTO: CARLA FUNK

BEACH WOOD. PHOTO: LISA WILCOX

Stewardship
Tips for Fall p. 2

First Nations
Engagement at ITC ⁸¹ p. 3

Stewardship Tips for Fall

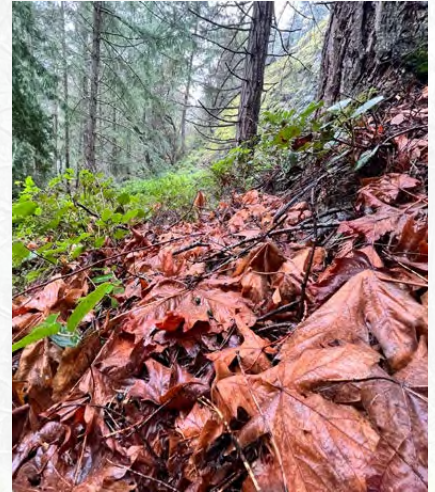
Join us in protecting and preserving the unique and special nature of the islands in the Salish Sea as the seasons change. We want to make it easy for you to participate in land and species stewardship on your property and in your community, so in this issue, we're sharing some helpful stewardship tips for fall.

Leave the Leaves

Leaving fallen leaves and plant stems is one of the most valuable things you can do to protect pollinators and other invertebrates. Leaves provide habitat essential to the survival of everything from moths and butterflies, to snails and spiders.

For example, some butterflies lay their eggs on fallen leaves, so that the leaves can be eaten by the caterpillars as soon as they emerge. For other species, cocoons and chrysalises are actually made of leaves, or camouflaged to look like leaves.

Bumblebees and other butterfly caterpillars rely on leaf litter for shelter from winter weather and predators. Similarly, hollow plant stems provide an excellent place for native bees to hibernate.



LEAVES AT MOSS MOUNTAIN NAPTEP COVENANT. PHOTO: CARLA FUNK



OCEANSPRAY. PHOTO: CARLA FUNK

Plant and Sow Native Plants

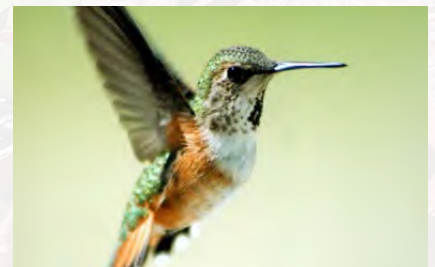
Fall is the best time to enhance your garden with native species because we can mimic natural cycles. Many native wildflowers naturally drop their seed at the end of summer and some require exposure to cold, moist conditions for a period of time in order to germinate (this is called cold-stratification).

Fall is also a good time for planting because it allows roots to establish before the winter freeze, so they are strong and ready to support above-ground growth as soon as spring arrives.

Consider plants that birds can forage on through the fall and winter in years to come. Satinflower Nurseries suggests hardhack/spirea, coastal mugwort, Canada goldenrod, California aster, oceanspray, and snowberry as good sources of nourishing seeds and berries.

Protect Migrating Birds

It's always a good time of year to mark up reflective windows with bird-safe tape, Acopian bird savers, soap, or decals to prevent collisions as birds migrate through our region to their wintering grounds.



RUFIOUS HUMMINGBIRD. PHOTO: TODD CARNAHAN



Islands Trust and Islands Trust Conservancy respectfully acknowledge that the lands and waters that encompass the Islands Trust Area have been home to Indigenous peoples since time immemorial and that their deep connection to the islands continues to this day. We are committed to reconciliation, to upholding the rights of Indigenous peoples, and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea. The Islands Trust Area is located in the treaty and territorial lands and waters of the BOKEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEL, Qualicum, scəwəθən, səlilw'ətəl, SEMYOME, shishálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', STÁUTW, Stz'uminus, la2əmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, W JOLELP, WSIKEM, Xeláltxw, Xwémalhkwx, Xwsepsum, and x'məθk'əy.

William's Story: ITC's Youngest Donor

In 2011, William Holzapfel, six years old at the time, donated to Islands Trust Conservancy (ITC) with a portion of his allowance, becoming the youngest person to donate to the organization. Now a 19 year old student at Vancouver Island University, William shares that he wanted to make a contribution to the Conservancy at age six to protect the island he grew up on for generations to come. "I spent the first 10 years of my life on Salt Spring Island, going to school and enjoying hikes on land that the Conservancy protects. After learning more about ITC through my mom, I knew I wanted to make a contribution to the organization to ensure the land and beauty of the nature around me was protected forever."

William's donation was placed in the Opportunity Fund which since 2005, has supported countless conservation projects across the islands in protecting land and preserving species and ecosystems. Today, William highly encourages others to donate to the Conservancy.

"One small donation can make a huge impact."

Join William in giving back to the islands you love. Learn more about donating to ITC at islandstrust.bc.ca/donate-to-conservancy-2/.



WILLIAM AT AGE SIX ON
SALT SPRING ISLAND

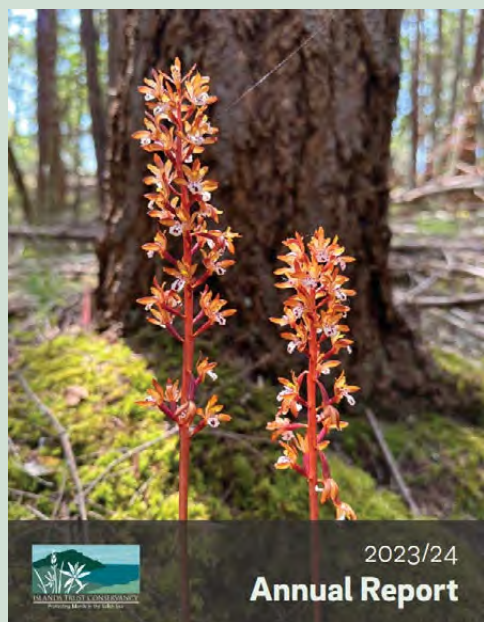
If you've named ITC in your Will, we'd love to hear from you!

Knowing ahead of time helps us plan future conservation efforts. Connect with our Strategic Fund Development Specialist, Mike Richards:

 250-405-5186

 itcmail@islandstrust.bc.ca

First Nations Engagement at ITC



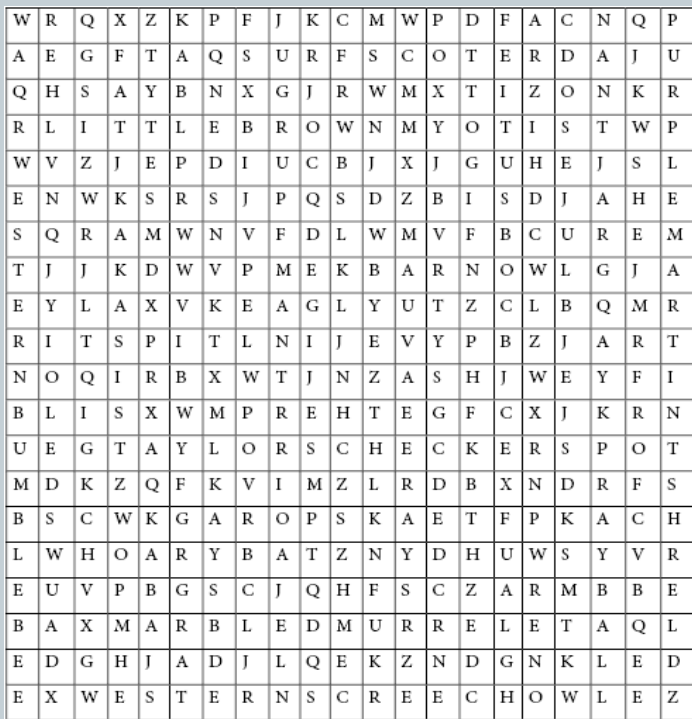
COVER OF 2023/24 ITC ANNUAL REPORT.

Under the Islands Trust Act, Islands Trust Conservancy is required to prepare a Plan at least every five years to guide its work. The Plan sets out five year goals and policies for approval by the Minister of Municipal Affairs.

In January 2024, the Minister asked the Islands Trust Conservancy Board to engage First Nations to further inform the ITC Board of First Nations' interests as they relate to the Conservancy's work and to the 2026-2030 Five Year Plan that will be developed in 2025. The ITC Board has made First Nations engagement a priority for 2024/2025.

ITC is looking forward to growing relationships with First Nations around land stewardship in the coming year and into the future.

Read more in our 2023/2024 Annual Report at islandstrust.bc.ca/conservancy/our-impact/.



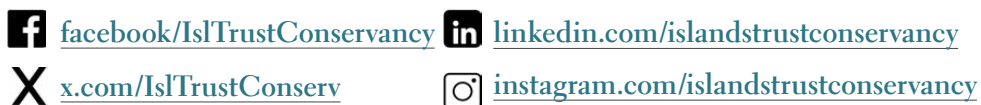
Species at Risk Word Search

1. Marbled Murrelet
2. Western Painted Turtle
3. Taylor's Checkerspot
4. Little Brown Myotis
5. Surf Scoter
6. Purple Martin
7. Western Screech-Owl
8. Western Bumble Bee
9. Hoary Bat
10. Barn Owl

Learn more about the work we do to protect Species at Risk through our Species at Risk Program!

islandstrust.bc.ca/conservancy/species-at-risk/

Follow us on social media



Watch us on YouTube



Printed on 100% post consumer recycled paper. Recycle by giving to a friend. ♻️

YES! I want to preserve and protect the islands!

100% of your donation goes directly to protecting the islands you love.

Your donations of \$20 or more will receive an official donation receipt for income tax purposes.*

Questions? Contact us!

☎ 250-405-5186 ✉ itcmail@islandstrust.bc.ca

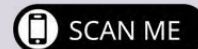
Or mail to: 200-1627 Fort Street, Victoria, BC V8R 1H8

Name	
Address	
City	Country
Prov/State	Postal/Zip code
Phone	
Email	

Share your vision with future generations — please consider remembering Islands Trust Conservancy in your Will.

🖱 To donate online visit:

islandstrust.bc.ca/donate-to-conservancy



☐ Yes, I am okay with public recognition of my donation.

My donation amount: ☐ \$50 ☐ \$100 ☐ \$200 ☐ \$_____

I wish to donate by:

☐ Cheque (made payable to the Islands Trust Conservancy)

☐ Visa ☐ MasterCard

Card Number	
Expiry Date mm/yy	Security Code (back of card)
Signature	

*Islands Trust Conservancy is a qualified donee as a Crown agent under B.C.'s Islands Trust Act. Islands Trust business # 122013576 RT0001



Denman Local Trust Committee Open Applications Report

Type	Application Number	Applicant	Address	Description	Planner	Date Received	Status	Most Recently Completed Activity
Subdivision								
	DE-SUB-2018.2	Evan Wind		PID: 000-974-081 5 lot subdivision Civic address: 1300 Farley Road, Denman Island, BC. The parent parcel (000-974-081)	Marlis McCargar	10/19/2018	In Abeyance	Generate Complete Application Letter
	DE-SUB-2021.2			PID: 006-660-614 - 13 lot subdivision. Civic address: 4201	Stephen Baugh	08/13/2021	In Abeyance	Record and File PLR
	DE-SUB-2022.2	Olivia Bareham	0 SWAN RD, DENMAN ISLAND, BC V0R 1T0; 2900 SWAN RD, DENMAN ISLAND, BC V0R 1T0	PIDs: 006-657-931 and 017-541-115 Lot line adjustment. Civic address: 2900 Swan Road, Denman Island, BC.	Margot Thomaidis	11/09/2022	In Abeyance	Generate Complete Application Letter
	DE-SUB-2024.1	Henning Nielsen	6800 DANES RD, DENMAN ISLAND, BC V0R 1T0	Subdivision of 2 lots into 5 parcels at 6800 and 6900 Danes	Marlis McCargar	01/11/2024	In Abeyance	Add Optional Referrals
Siting and Use Permit								
	DE-SUP-2020.21	Chris Durupt	6345 HINTON RD, DENMAN ISLAND, BC V0R 1T0	PID: 024-068-560 Building greenhouse. Civic address: 6345 Hinton Road, Denman Island, BC	Stephen Baugh	11/03/2020	Waiting for Revisions	Generate Notice of Revisions
	DE-SUP-2020.22	Chris Durupt	6351 HINTON RD, DENMAN ISLAND, BC V0R 1T0	PID: 017-449-995 Building a pool. Civic address: 6351 Hinton Road, Denman Island, BC.	Stephen Baugh	11/12/2020	Waiting for Revisions	Generate Notice of Revisions
	DE-SUP-2024.2	Henning Nielsen	3223 LACON RD, DENMAN ISLAND, BC V0R 1T0	PID: 004-172-337 after-the-fact application for existing retaining walls, a greenhouse and a pergola, as well as a pre-fab	Marlis McCargar	01/05/2024	Under Review	Generate Complete Application Letter
	PLSUP20240270	Pablo Andres Nepomnaschy	4871 EAST RD, DENMAN ISLAND, BC V0R 1T0	<Optional, enter comments if required>	Bruce Belcher	10/18/2024	Under Review	Generate Complete Application Letter
	PLSUP20240284	Myles Walters	1721 BAIKIE RD, DENMAN ISLAND, BC V0R 1T0	800 SQF off site built metal prefabricated home built by Orca	Bruce Belcher	10/28/2024	Open	
	PLSUP20240290	Alan Friesen	2470 EAST RD, DENMAN ISLAND, BC V0R 1T0	comments	Bruce Belcher	11/01/2024	Under Review	Add Optional Referrals
Rezoning								



Denman Local Trust Committee Open Applications Report

Type	Application Number	Applicant	Address	Description	Planner	Date Received	Status	Most Recently Completed Activity
	DE-RZ-2023.1	Andrew John	7676 KOMAS RD, DENMAN ISLAND, BC V0R 1T0	to rezone to replace existing land use contract, which expires soon.	Margot Thomaidis	01/01/2023	Open	Determine Next Steps - PL
	DE-RZ-2024.1	Bushekin Laura		Rezone from 15 to 19 units and allow secondary suites in all	Marlis McCargar	01/03/2024	Under Review	Planning Review
	PLRZ20240055		0 PICKLES RD, DENMAN ISLAND, BC V0R 1T0		Marlis McCargar	05/30/2024	Under Review	Generate Complete Application Letter
Development Variance Permit								
	DE-DVP-2024.1	Henning & Bente Nielsen & Pilgaard	3223 LACON RD, DENMAN ISLAND, BC V0R 1T0	PID: 004-172-337 variance for fence that is over height allowance, retaining wall that is over side yard setback at 3223 Lacon Rd on Denman Island.	Marlis McCargar	01/05/2024	Under Review	Generate Complete Application Letter
Number of Open Applications	14							

Islands Trust
 LTC EXP SUMMARY REPORT F2025
 Invoices posted to Month ending October 2024

615 Denman	Invoices posted to Month ending October 2024	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-615	LTC "Trustee Expenses"	200.00	0.00	200.00
LTC Local				
65200-615	LTC - Local Exp - LTC Meeting Expenses	2,520.00	1,001.29	1,518.71
65210-615	LTC - Local Exp - APC Meeting Expenses	3,500.00	892.84	2,607.16
65220-615	LTC - Local Exp - Communications	900.00	600.00	300.00
TOTAL LTC Local Expense		<u>6,920.00</u>	<u>2,494.13</u>	<u>4,425.87</u>
Projects				
73001-615-4025	Denman Housing Review	15,000.00	46.98	14,953.02
73001-615-4127	Denman Farming Regulations Review	500.00	0.00	500.00
73001-615-4136	Denman TUP Review	2,500.00	0.00	2,500.00
TOTAL Project Expenses		<u>18,000.00</u>	<u>46.98</u>	<u>17,953.02</u>

Denman Island Local Trust Committee Policies & Standing Resolutions

No.	Meeting Date	Resolution No.	Issue	Policy/Standing Resolution
1.	June 26, 2018	DE-2018-066	Processing of non-medical cannabis retail license applications	It was MOVED and SECONDED, that the Denman Island Local Trust Committee adopt the following standing resolution with respect to the processing of non-medical cannabis retail license applications: - Proposed or amended licenses for non-medical cannabis retail establishments require an application to the Local Trust Committee. - The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical. - The public consultation process shall be determined by the Local Trust Committee after initial review of the proposal. - However, as a minimum, the Local Trust Committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500 metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information: - Name of the applicant and a description of the proposal in general terms; - The location of the proposed establishment and the subject site; - The place where, and date and time when, both a public meeting will be held and a resolution of the Local Trust Committee considered; - The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application; and - How public comments may be submitted to the Local Trust Committee.
2.	October 9, 2018	DE-2018-096	Application processing	It was MOVED and SECONDED, that the Denman Local Trust Committee direct staff to give priority to processing applications for affordable housing projects until further direction by the Denman Island Local Trust Committee.
3.	November 20, 2018	DE-2018-104	Cannabis License applications	It was MOVED and SECONDED, that the Denman Island Local Trust Committee adopt the following standing resolution: that the Denman Island Local Trust Committee requests that Notices of Intention to Apply for a Cannabis License be forwarded to the Local Trust Committee upon receipt by the Islands Trust, and included in the next Local Trust

				Committee regular meeting agenda package.
4.	February 7, 2019	DE-2019-012	First Nations Reconciliation	It was MOVED and SECONDED, that the Denman Island Local Trust Committee adopt the following standing resolution with respect to First Nations in the Local Trust Area: Whereas the Local Trust Committee seeks to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples, Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavours to: a) Annually, write a letter to First Nations, (re)introducing Trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as, provide an update of current projects and advocacy activities; b) For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory; c) Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations' cultural heritage and history; d) Work with First Nations governments on engagement principles for inclusive land use, marine use and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols; e) Establish and maintain government to government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights and First Nations' traditional territories within the Islands Trust Area.
5.	June 6, 2019 *Amended January 19, 2021 *Amended July 19, 2022	DE-2019-056 DE-2021-015 DE-2022.072 DE-2022-075	Bylaw enforcement against unlawful dwellings	It was MOVED and SECONDED, that the Denman Island Local Trust Committee adopt the following standing resolution: 'The Denman Island Local Trust Committee directs Bylaw Compliance and Enforcement staff to temporarily withhold enforcement against unlawful dwellings upon receipt of a written complaint, unless any of the following

				conditions apply: a) The complaint is received from at least two sources, one being the owner, occupant or title holder of a neighbouring property; b) It appears that there is more than one unlawful dwelling on a lot; c) An unlawful dwelling appears to be larger than 90 square meters; or d) An unlawful dwelling appears to be located within a Development Permit Area; and nothing in this enforcement policy should be interpreted as giving permission to violate the Denman Island Land Use Bylaw and the Local Trust Committee may change this policy or give direction to expand enforcement activities at any time.' And that site inspections for the purpose of gathering information and communication with property owners will continue; And that the Denman Island Local Trust Committee may change this policy at any time and may give direction to resume enforcement activities.
--	--	--	--	---

6.	May 19, 2020	DE-2020-022	Residential densities See Staff Report dated May 19 th for background	It was MOVED and SECONDED, that the Denman Island Local Trust Committee adopt the following standing resolution with respect to the available residential densities resulting from Section E.1, policy 11 and Appendix D, ‘Residential Density Bank’ of the Denman Island Official Community Plan: Whereas the Local Trust Committee sets out the current available residential densities in this density register and that the register be updated from time to time to show additions and withdrawals as they occur: a. The Denman Official Community Plan ‘Residential Density Bank’ in Appendix D has last added or transferred to the bank on <u>January 31, 2017</u> and has a cumulative total of residential densities of <u>14</u>; (**for accurate density number, see updated resolution from 2023**) b. The Denman Official Community Plan Housing Policy 11 in Section E.1 allows for a residential density increase of approximately <u>5 percent</u> beyond that permitted by existing zoning at the time of adoption of the Official Community Plan on May 15, 2009 to accommodate zoning amendments for special needs and affordable housing, secondary dwelling units approved by the Denman Island Local Trust Committee under Temporary Use Permit and site specific zoning amendment applications under Policy 29 of Section E.1. The baseline density that was permitted by zoning at the time of adoption of the Official Community Plan was 994 densities based on the Subdivision Potential Map 2010; 1026 total densities less 32 from Parks, Institutional and Conservation designations where residential use is not permitted. Five percent of 994 is <u>49 densities</u>. Since adoption of the Official Community Plan on May 15, 2009 the following densities have been utilized: <table><tr><th>Authorizing Bylaw/Temporary Use Permit</th><th>Date Utilized</th><th>Number of Residential Densities Utilized</th><th>Cumulative Total of Residential Densities Remaining</th></tr><tr><td colspan="3">Baseline Density at time of adoption of the Denman OCP on May, 2009</td><td>49</td></tr><tr><td>BL 199 (Official Community Plan) BL 200</td><td>August 15, 2011</td><td>14</td><td>35</td></tr></table>	Authorizing Bylaw/Temporary Use Permit	Date Utilized	Number of Residential Densities Utilized	Cumulative Total of Residential Densities Remaining	Baseline Density at time of adoption of the Denman OCP on May, 2009			49	BL 199 (Official Community Plan) BL 200	August 15, 2011	14	35
Authorizing Bylaw/Temporary Use Permit	Date Utilized	Number of Residential Densities Utilized	Cumulative Total of Residential Densities Remaining													
Baseline Density at time of adoption of the Denman OCP on May, 2009			49													
BL 199 (Official Community Plan) BL 200	August 15, 2011	14	35													

				(Land Use Bylaw) BL 204 (Land Use Bylaw) DE-TUP-2016.2	September 24, 2013 March 31, 2017	1 1	34 33
7.	September 27, 2022	DE-2022-097	Model Strategy for Antenna Systems	It was MOVED and SECONDED, that the Denman Island Local Trust Committee adopt the “Model Strategy for Antenna Systems” dated May 3, 2018 prepared by the Local Planning Committee of the Islands Trust, as the Denman Island Local Trust Committee strategy to assess any future potential tower proposals in the Denman Island Local Trust Area.			
8.	January 17, 2023	DE-2023-012	Human Right to Housing	It was MOVED and SECONDED, that the Denman Island Local Trust Committee adopt the following Standing Resolution: That the Local Trust Committee acknowledges and affirms its commitment to the human right to housing as laid out by the United Nations Declaration of the Human Right to Adequate Housing.			
9.	November 14, 2023	DE-2023-073	Available Residential Densities	It was MOVED and SECONDED, that the Denman Island Local Trust Committee adopt the following Standing Resolution with respect to the available residential densities resulting from Section E.1, policy 11 and Appendix D, “Residential Density Bank” of the Denman Island Official Community Plan: Whereas the Local Trust Committee sets out the current available residential densities in this density register and that the register be updated from time to time to show additions and withdrawals as they occur: - The Denman Island Official Community Plan “Residential Density Bank” in Appendix D has last added or transferred to the bank on February 7, 2023 and has a cumulative total of residential densities of 7; - The Denman Island Official Community Plan Housing Policy 11 in Section E.1 allows for a residential density increase of approximately 5 percent beyond that permitted by existing zoning at the time of adoption of the Official Community Plan on May 15, 2009 to accommodate zoning amendments for special needs and affordable housing, secondary dwelling units approved by the Denman Island Local Trust Committee under Temporary Use Permit and site specific zoning amendment applications under Policy 29 of Section E.1			
10.	April 9, 2024	DE-2024-027	Unlawful Short-Term Vacation Rentals (STVRs)	It was MOVED and SECONDED, That the Denman Island Local Trust Committee direct staff to use the following policy in dealing with unlawful Short-Term Vacation Rentals (STVRs), or other forms of commercial vacation rentals:			

				1. There will be proactive monitoring, investigation, and reporting to the Local Trust Committee regarding Short-Term Vacation Rentals on Denman Island. 2. Bylaw Officers will prioritize the investigation of Short-Term Vacation Rentals in the following manner: a) There are issues related to health and safety on the property; b) There are written complaints regarding nuisance issues such as noise or parking congestion related to Short-Term Vacation Rental operation; c) There are operations by persons who have not established a residential use on the same property as the Short-Term Vacation Rentals; and d) Accessory buildings or structures are being used as part of a Short-Term Vacation Rental operation. 3. It is understood that home-based guest accommodation home occupations complying with section 2.4 of the Denman Island Land Use Bylaw No. 186 are not interpreted to be Short-Term Vacation Rentals, or commercial vacation rentals, and that those home-based guest accommodations may be operated year around.
11.	June 4, 2024	DE-2024-053	Compliance & Bylaw Enforcement Policy	Revision No. 1 Purpose To establish policies and procedures for bylaw enforcement in the Denman Island Local Trust Area in accordance with the adopted Trust Council Policies contained in Policy 5.5.1., that are within the authority of the Local Trust Committee to enforce, and that will ensure policies and procedures are efficient, transparent, reasonable, and consistent with local community standards. PART A 1.0 Application This policy will apply to the Denman Island Local Trust Area and the enforcement of the Denman Island Official Community Plan Bylaw No. 185, Land Use Bylaw No. 186 and the Denman Island Siting and Use Permit Bylaw No. 240, and the use of the Denman Island Bylaw Enforcement Notification Bylaw No. 232. 2.0 Definitions & Abbreviations BEN – bylaw enforcement notice

				LUB – Land Use Bylaw LTC – Local Trust Committee Minor structure – any structure that does not require a siting and use permit, and that is not located in a development permit area or located within any other environmentally sensitive area SUP – siting and use permit Respondent – a property owner whose property is subject to a bylaw enforcement complaint 3.0 References Denman Island Land Use Bylaw No. 186 Denman Island Siting and Use Permit NO. 240 Denman Island Bylaw Notice Enforcement Bylaw No. 232 4.0 Priorities 4.1 Enforcement on short-term vacation rentals that have no resident owner or operator on the property are a priority and proactive enforcement is authorized. 4.2 Enforcement on non-compliant dwellings will be deferred unless there are contraventions in development permit areas, or other environmentally sensitive areas, or there are concerns about health and safety, or the lack of an approved septic system. 5.0 Inspection 5.1 At the start of any investigation, Bylaw Enforcement Officers will determine if entry is necessary to investigate the alleged contravention or if the investigation can be conducted from a public road or other lands. 5.2 If a Respondent has indicated that they will work towards compliance, and have agreed on a time to comply, a site inspection is only required to confirm compliance. 5.3 If a Respondent provides photographic evidence, a survey, or a professional report that confirms compliance, a site inspection is not required. 5.4 Bylaw Enforcement Officers will give a minimum of 24 hours notice before conducting a site inspection to gather evidence and they will schedule a mutually agreeable time with the property owner. 5.5 If a Respondent has not replied to a notice letter from Bylaw Enforcement regarding arranging a time for a site inspection, or they will not agree to a mutually agreeable time, notice of inspection can be given at the door. There will be no site inspection or gathering of evidence when notice is given at the
--	--	--	--	--

				door. 5.6 If Bylaw Enforcement Officers have contact with neighbouring property owners while investigating a complaint, they will advise them of the reason for the contact and that they are not subject to complaint or investigation, and that they are not collecting evidence. 5.7 If Bylaw Enforcement Officers discover a bylaw contravention on a neighbouring property during an investigation, and proactive enforcement is authorized for that contravention by either Trust Council Policy, or LTC Enforcement Policy, they will advise the property owner that a file may be opened and that they will receive written notice if a file is opened. 6.0 Enforcement Procedures 6.1 If a bylaw contravention is confirmed, there will be notice in writing, and Respondents will be given a minimum of 90 days to comply with the relevant bylaw. 6.2 Bylaw Enforcement Officers can use their discretion to consider any reasonable time to comply request from Respondents but the term cannot be for more than one year. 6.3 If there are contraventions in environmentally sensitive areas, or development permit areas, or if there is a risk to health and safety, there will be a demand for the Respondent to cease the use or activity immediately. 6.4 If the Respondent wishes to consider a planning application that will bring the property into compliance, the Bylaw Enforcement Officer will advise planning staff and they will arrange a meeting to discuss the feasibility of such an application. 6.5 If there is no agreement on time to comply, a Respondent will be provided written notice that enforcement action will be escalated with reporting to the LTC and this may include a request for legal action or the use of the BEN. 7.0 Closing Files 7.1 If the identity of the complainant cannot be confirmed during the course of an investigation, the file will be closed. 7.2 If it determined that the complainant used a false name to file the complaint, the file should be closed. 7.3 If the contravention is for a minor structure that has only received one written complaint from one person, the file should be closed. 7.4 If it is unreasonable for a Respondent to comply, whether due to specific circumstances or finances, Bylaw Enforcement Officers can use their
--	--	--	--	---

				discretion to close the file. 7.5 If a contravention has been identified that is subject to deferred enforcement by the LTC, the file should be closed unless there are contraventions that exist in environmentally sensitive areas or there are concerns about health and safety. 7.6 If the Respondent is financially unable to comply with the LUB or the SUP, the Manager of Bylaw Compliance and Enforcement can use his discretion to close the file. 7.7 If it is determined during an investigation that the complaint was frivolous, repeat, or vexatious in nature, the Manager of Bylaw Compliance and Enforcement will use their discretion to close the file unless there is work on a development permit area, or work in an environmentally sensitive area, or there are health and safety concerns. 7.8 The LTC will be notified when any file is closed. 8.0 Siting and Use Permits 8.1 If buildings or structures are discovered during an investigation that do not have a SUP, but the construction is more than 25 years old, enforcement should not proceed unless there are contraventions in environmentally sensitive areas, development permit areas, or there are health and safety concerns. 8.2 If new construction is discovered without a written complaint, a file should be opened to investigate, and enforcement should proceed if a SUP is required. 9.0 Communications 9.1 When a file is opened, Respondents will be advised of the Trust Council Policy that authorized the opening of the file, and if they are subject to proactive enforcement. 9.2 Respondents will receive as much information about complaints against their properties as possible without revealing the identity of the complainant. 9.3 The Manager of Compliance and Enforcement will communicate with Trustees or the LTC if there are questions or concerns regarding individual files. 10.0 Reporting 10.1 The LTC will receive regular reporting for open files where investigations have been completed, and the reporting will state whether or not enforcement or legal action of any kind is recommended. 10.2 The Manager of Compliance and Enforcement will report to the
--	--	--	--	--

				LTC any concerns, trends, or issues with enforcement on Denman Island that they believe the LTC needs to be aware of. 10.3 The Manager of Compliance and Enforcement will maintain the Denman Island Bylaw Compliance and Enforcement Policy and will report to the LTC if amendments are recommended or required. PART B Bylaw Enforcement Notice Bylaw Screening Officer's Powers and Duties Policy Appointment of Screening Officers Pursuant to section 7.2 of the Denman Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 232, 2019, (the Bylaw) the persons holding the following positions are appointed as screening officers: 1) Regional Planning Manager; 2) Bylaw Compliance and Enforcement Manager; and 3) Bylaw Compliance and Enforcement Assistant. Screening Officer Powers and Duties The powers and duties of the screening officer are contained in section 7.3 of the Bylaw. It is the direction of the Denman Island Local Trust Committee (LTC) that these powers and duties are only exercised in respect to each of the above positions as follows: 1) Regional Planning Manager. In respect to Bylaw Violation Notices issued by the Bylaw Compliance and Enforcement Manager, only the Regional Planning Manager, acting as Screening Officer, may exercise all of the powers and duties in Section 7.3 of the Bylaw; 2) Bylaw Compliance and Enforcement Manager. In respect to Bylaw Violation Notices issued by Bylaw Compliance and Enforcement Officers, only the Bylaw Compliance and Enforcement Manager, acting as Screening Officer, may exercise all of the powers and duties in Section 7.3 of the Bylaw; 3) Bylaw Compliance and Enforcement Assistant. In respect to Bylaw Violation Notices issued by the Bylaw Compliance and Enforcement Manager and Bylaw Compliance and Enforcement Officers, the Bylaw Compliance and Enforcement Assistant, acting as Screening Officer, may exercise only those powers and duties in Section 7.3(1) and 7.3(2) of the Bylaw. Authorized Reasons to Cancel Bylaw Violation Notices The Screening Officer may cancel a Bylaw Violation Notice if satisfied that one or more of the following reasons exist: 1. Voluntary compliance has been achieved. 2. The Bylaw Violation Notice was issued to the wrong person;
--	--	--	--	---

				3. The Bylaw Violation Notice was not completed properly. 4. It is unreasonable for the person to pay the penalty; 5. An exception specified in the bylaw or related enactment or LTC Standing Resolution exists; 6. A permit exists or has been obtained that authorises the alleged contravention; 7. There is poor likelihood of success at adjudication for the Local Trust Committee the following reasons: a. The evidence is inadequate to show a contravention; b. Incorrect information was relied on in issuing the Bylaw Violation Notice; c. The disputant intends to challenge the bylaw with a legal argument that is ill suited to the adjudication process or the legal arguments are too complicated to be decided by an adjudicator. 8. It is not in the public interest to proceed to adjudication for one of the following reasons: a. The bylaw has changed since the Bylaw Violation Notice was issued and now authorizes the contravention; b. An LTC resolution has deferred enforcement on the specific contravention; c. The LTC has closed the file. The offence occurred because of a circumstance that made it unreasonable for the person to comply with the bylaw.
--	--	--	--	---

Active Projects Report

Denman Island

1. Major Project - Denman Housing (OCP and LUB) Review Project - Stage 2, Phase 2

Activity:

Targeted public engagement with First Nations, residents, external agencies and local organizations to update the Official Community Plan and Land Use Bylaw with policies and regulations to strengthen housing options and affordability on the island.

Update July 20, 2023 - Stage 2 of the project involves:

Phase 1- Public engagement with a focus on identifying and prioritizing options for OCP and LUB amendments.

Phase 2 - Writing, review and adoption of OCP and LUB amendments.

Responsible

Dates

Chloe Straw
Narissa Chadwick
Renee Jamurat

Rec'd: 19-Jan-2021

2. Minor Project - Housing Related TUP Review

Activity:

The purpose of this minor project is to remove Denman Island's Temporary Use Permit policies and regulations related to accessory dwelling units (ADUs). This project will also explore eliminating the residential density bank as removing the TUP requirement for ADUs will potentially draw more housing units than are available in the bank.

Responsible

Dates

Marlis McCargar

Rec'd: 07-May-2024

Future Projects Report

Denman Island

1. *LUB Amendments - List of items*

Responsible

Date Received

1. July 19, 2022: TUPs for STVRs: To support the development of Temporary Use Permits for short-term vacation rentals and other uses.

19-Jul-2022

2. Review subdivision requirements for lot line (boundary) adjustments with the goal of simplifying the process and requirements where no new density is created.

3. April 4, 2023: Review zoning policies and regulations regarding guest accommodations in the LUB.

2. *Update to Development Approval Information Bylaw*

Responsible

Date Received

Staff to prepare updates to Development Approval Information BL 149, 2013 and return to LTC for consideration.

27-Sep-2022

3. *Land Use Bylaw Map Amendments - "Farm Plan map amendment"*

Responsible

Date Received

Regarding Denman Island Local Trust Committee Bylaw No. 229, cited as 'Denman Island Land Use Bylaw, 2008, Amendment No. 1, 2008', make map amendments to the Denman Island Land Use Bylaw to align with the Denman Island OCP land use designations. Refer to the Staff Report on the LUB Amendment Bylaw dated June 6, 2023.

06-Jun-2023

4. *Comprehensive Official Community Plan / Land Use Bylaw*

Responsible

Date Received

Future Projects Report

Denman Island

**Future Major Project.*

1.July 19, 2022: *Protected Area Network: Undertake planning for a Protected Area Network on Denman Island*

2.July 19, 2022: Climate Change: Consider climate change adaptation and mitigation measures.

3.July 19, 2022: Regional Conservation Plan: Incorporate the Regional Conservation Plan into land use.

4.July 19, 2022: Shoreline Protection: Implement recommendations from the 2022 Model Bylaw Report.

5.July 19, 2022: Forest Ecosystems: forest ecosystem protection including the implementation of the Islands Trust coastal douglas fir and associated ecosystem protection toolkit and consider measures to protect garry oak ecosystems.

6.July 19, 2022: Freshwater: consider Islands Trust freshwater strategy recommendations.

7.July 19, 2022: Denman Downtown Village Neighbourhood Plan.
