



Denman Island Local Trust Committee Regular Meeting Agenda

Date: March 17, 2026
Time: 10:00 am
Location: Denman Activity Centre
1111 Northwest Rd, Denman Island, BC

Pages

- | | | |
|--|---------------------|---------|
| 1. CALL TO ORDER | 10:00 AM - 10:05 AM | |
| <p>"Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."</p> | | |
| 2. TERRITORIAL ACKNOWLEDGEMENT | | |
| 3. APPROVAL OF AGENDA | | |
| 4. REPORTS | 10:05 AM - 10:25 AM | |
| 4.1 Trustee Reports | | |
| 4.2 Chair's Report | | |
| 4.3 Electoral Area Director's Report | | |
| 5. PUBLIC COMMENTS | 10:25 AM - 10:45 AM | |
| 6. MINUTES | 10:45 AM - 10:50 AM | |
| 6.1 Local Trust Committee Minutes dated January 20, 2026 - for adoption | | 4 - 9 |
| 6.2 Local Trust Committee Special Meeting Minutes dated February 17, 2026 - for adoption | | 10 - 15 |
| 6.3 Local Trust Committee Public Hearing Record for Bylaw Nos. 255, 254 and 250 dated February 17, 2026 - for receipt | | 16 - 19 |
| 6.4 Local Trust Committee Public Hearing Record for Bylaw Nos. 256 and 257 dated February 17, 2026 - for receipt | | 20 - 22 |
| 6.5 Section 26 Resolutions-Without-Meeting Report - none | | |
| 6.6 Advisory Planning Commission Minutes - none | | |
| 7. BUSINESS ARISING FROM MINUTES | 10:50 AM - 11:05 AM | |

7.1	Follow-up Action List dated March 10, 2026	23 - 30
8.	DELEGATIONS - none	
9.	APPLICATIONS AND REFERRALS - none	
10.	LOCAL TRUST COMMITTEE PROJECTS - none	
11.	CORRESPONDENCE 11:05 AM - 11:15 AM	
	(Correspondence received concerning current applications or projects is posted to the LTC webpage)	
11.1	K'omoks First Nation Letter regarding Related Principals Framework	31 - 35
12.	NEW BUSINESS - none	
13.	STAFF REPORTS 11:15 AM - 12:00 PM	
13.1	Amendments to the Denman Island Bylaw & Compliance Policy - Staff Report	36 - 42
13.2	Short Term Rental Accommodation Act - Principal Residence Requirement Opt-In Update - Briefing	43 - 61
13.3	Public Notification Bylaw Amendment - Request for Decision	62 - 66
13.4	Trust Conservancy Report - none	
13.5	Applications Report dated March 10, 2026	67 - 75
13.6	Trustee and Local Expense Report dated January, 2026	76 - 76
13.7	Adopted Policies and Standing Resolutions	77 - 87
13.8	First Nations Relationship Building Update	
13.9	Local Trust Committee Webpage	
14.	WORK PROGRAM 12:00 PM - 12:15 PM	
14.1	Active Projects Report dated March 10, 2026	88 - 88
14.2	Future Projects Report dated March 10, 2026	89 - 90
15.	UPCOMING MEETINGS	
15.1	Next Regular Meeting Scheduled for Tuesday, May 12, 2026 at 10:00 a.m. at Denman Activity Centre, 1111 Northwest Road, Denman Island, BC	
	<i>Suggested Resolution: that the Denman Island Local Trust Committee request Staff schedule a Special Meeting on April 17, 2026 at [Time], at [Location either in person or electronic].</i>	

16. CLOSED MEETING

12:15 PM - 12:30 PM

16.1 Motion to Close the Meeting

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

- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

and that the recorder and staff attend the meeting.

16.2 Recall to Order

16.3 Rise and Report

17. ADJOURNMENT

12:30 PM - 12:30 PM



Denman Island Local Trust Committee

Minutes of Regular Meeting

Date: January 20, 2026
Location: Denman Activity Centre
 1111 Northwest Rd, Denman Island, BC

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

Staff Present: Renee Jamurat, Regional Planning Manager (electronic)
 Narissa Chadwick, Senior Planner
 Marlis McCargar, Island Planner
 Lisa Millard, Meeting Administrator/Recorder (electronic)

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

1. CALL TO ORDER

Chair Maude called the meeting to order at 10:00 am.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Maude acknowledged that the meeting was held on the territory of the Coast Salish First Nations.

3. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

4. REPORTS

4.1 Trustee Reports

Trustee Graham reported the ongoing receipt of inquiries from members of the public and attendance at a Regional Planning Committee meeting during which the committee reviewed budget requests.

Trustee Borthwick reported participation in the Trustee On-Boarding Working Group which will be providing materials and information for incoming trustees and upcoming attendance at the Comox Valley Elected Officials Forum.

4.2 Chair's Report

Chair Maude noted the public consultation period on the draft Trust Policy Statement continues until February 5 and encouraged the public to provide feedback through the online survey.

4.3 Electoral Area Director's Report - none

5. PUBLIC COMMENTS

There were no comments from members of the public.

6. MINUTES

6.1 Local Trust Committee Special Meeting Minutes dated June 26, 2025 - for adoption

By general consent, the Local Trust Committee meeting minutes of June 26, 2025 were adopted.

6.2 Local Trust Committee Minutes dated December 16, 2025 - for adoption

By general consent, the Local Trust Committee meeting minutes of December 16, 2025 were adopted.

6.3 Section 26 Resolutions-Without-Meeting Report - none

6.4 Advisory Planning Commission Minutes - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated January 13, 2026

Received for information.

8. DELEGATIONS - none

9. APPLICATIONS AND REFERRALS

9.1 PLDP20250156 (Hilberry) - Staff Report

The Planner summarized the staff report and highlighted the following:

- The application seeks a retroactive development permit related to an existing single-family dwelling and power shed constructed within Development Permit Area 2 – Steep Slopes (DPA 2);
- The structures were constructed without the required siting and use permit and development permit;
- The development is consistent with the DPA 2 objectives and the applicant has addressed guidelines through an Impact Assessment and Restoration Plan report and geotechnical report provided by qualified professionals.

The applicant was in attendance.

The Local Trust Committee had no questions for the applicant or Planner.

DE-2026-001

It was MOVED and SECONDED

that the Denman Island Local Trust Committee approve issuance of Development Permit PLDP20250156.

CARRIED

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 Major Project: Denman Housing (Official Community Plan and Land Use Bylaw) Review Project Update - Staff Report

The discussion report presents options for housing policy and regulations that have yet to be decided by the Local Trust Committee.

Discussion focussed on the proposed policy options as outlined in the report and the following comments by Trustees were noted:

- Objectives: there were no changes to the proposed Housing Objectives.
- Density Bank
 - Issues with the current structure of the density bank have been identified;
 - There is a common misconception that the density bank directly affects growth. In reality, it reflects a reallocation of existing densities. Densities can be donated and stored in the bank for future use.;
 - Embedding density bank policies in the Official Community Plan adds an extra layer of complexity when making amendments;
 - The Density Transfer policy would remain unchanged;
 - There is no clear method to maintain the density bank as it is set up. Establishing strong policies and guidelines would help alleviate the administrative challenges associated with its structure;
 - Focus should be placed on strong policies and criteria that guide where development is appropriate, rather than solely on the number of units in the density bank;
 - It will be important that the Local Trust Committee be able to explain how the policies work as compared to transferring and holding densities in the density bank.
- Density Cap
 - Remove the density cap and ensure an explanation of why it does not work is provided at the Community Information Meeting.
- Subdivision
 - The intention is to create policy that reduces subdivision potential to protect environmental and cultural values;
 - Multiple data inputs can inform analysis and guide decisions on suitable sites for additional lots;
 - There are existing property owners that purchased lots with plans to subdivide a portion of it for a family member; in such cases, rezoning could still be considered through site-specific applications;
 - The preference is to remove subdivision potential altogether rather than specific areas or lots and allow the option for subdivision through rezoning applications
 - The recommended options for reducing or removing subdivision potential as listed in the staff report are satisfactory;
 - List examples of rezoning criteria for a community benefit in exchange for subdivision.
- Base Density

- There is agreement to implement a limitation of four dwellings in total on Rural Residential (R2) lots; this policy would affect five properties and remove permission for twenty-five principal dwellings;
- There is agreement with the recommended option to limit the maximum number of principal dwellings to two per Residential (R1) lot within 200m from the shoreline; this policy would impact eleven properties and remove permission for twenty-seven dwellings;
- There is agreement with the recommended option to change Resource (RE) to Rural Residential (R2) as detailed in the report.
- Changes to Institutional Zone
 - The owner of the property in the Institutional zone has leased it to the works yard and is interested in rezoning to support long-term affordable housing once the lease runs out. There is agreement with the recommended option that facilitates an OCP redesignation of this property.
- Secondary Dwelling Units on Rural Residential (R2) lots
 - The definitions are attempting to align with provincial and federal definitions;
 - Secondary dwelling unit refers to a unit in addition to the principal unit and can be either a secondary suite within the principal unit or a detached suite;
 - The proposed definitions of “dwelling unit” and “secondary dwelling unit” should clarify that a bathroom is not necessarily located within the building;
 - It was agreed to remove the requirement for a Temporary Use Permit for a detached secondary unit;
 - Secondary suites and small units will be permitted on properties zoned Rural Residential (R2) without a minimum property size, provided the lot is zoned R2;
 - The requirement that detached secondary dwelling units shall not be located more than 60 metres away from the principal residence is suggested to be removed.

The meeting was recessed for a break at 11:45 a.m. and reconvened at 12:15 p.m.

- Permit Secondary Units on Suitable Residential (R1) Lots
 - There is agreement that permissions not be expanded for secondary dwelling units on R1 lots as they have the ability to seek rezoning through application;
- Accessory Residential Units
 - There is support to explore permitting dwelling units in the institutional zone;
- Density Bonus for Community Benefit
 - There is support to explore this option;
- Cluster Housing
 - There is agreement that cluster housing would be permitted in appropriate areas through rezoning under specific defined criteria;
 - It is not necessarily a concept to be encouraged as a preferred means of housing development;
- Flexible Housing
 - Language can be included in the Official Community Plan that permits a future Local Trust Committee to consider flexible housing options;
- Lot coverage:

- Lot coverage refers to the percentage of total area that is covered by the footprint of the buildings;
- Lot size would dictate the maximum footprint;
- Lot coverage and floor area coverage limits are to be considered together otherwise one dwelling could be built to cover the maximum lot coverage allowance;
- There is agreement with the proposed revised lot coverages as identified in the staff report.
- Floor Area
 - Floor area reflects the interior space of a dwelling unit;
 - It is important to make a statement on what is an appropriate size and there is the option to apply for a variance;
 - Revise the definition of the floor area to indicate exterior spaces such as decks are not included;
 - There is agreement to a 300m² maximum combined floor area.
- Development Permit Area for Environmental and Heritage Protection
 - It was determined to have further discussion on a potential Development Permit Area.

DE-2026-002

It was MOVED and SECONDED

that the Denman Island Local Trust Committee request staff to proceed with the drafting of bylaw amendments based on decisions made at the January 20th, 2026 meeting.

CARRIED

11. CORRESPONDENCE - none

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

12. NEW BUSINESS - none

13. STAFF REPORTS

13.1 Trust Conservancy Report - none

13.2 Applications Report dated January 13, 2026

The Planner provided an update on applications PLDP2025268 and DE-RZ-2023.1 and a Trustee noted Planning Technician Pingle's applications do not include details in the "purpose" field.

13.3 Trustee and Local Expense Report dated November, 2025

Received for information.

13.4 Adopted Policies and Standing Resolutions

Received for information.

13.5 First Nations Relationship Building Update - none

13.6 Local Trust Committee Webpage - none

14. WORK PROGRAM

14.1 Active Projects Report dated January 13, 2026

Received for information.

14.2 Future Projects Report dated January 13, 2026

DE-2026-003

It was MOVED and SECONDED

that the Denman Local Trust Committee request staff to add to the future projects list a “Development Permit Area for Environmental and Heritage Protection” project.

CARRIED

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Tuesday, March 17, 2026 at 10:00 a.m. at Denman Activity Centre, 1111 Northwest Road, Denman Island, BC

16. ADJOURNMENT

By general consent, the meeting was adjourned at 1:18 p.m.

David Maude, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder



Denman Island Local Trust Committee

Minutes of Special Meeting

Date: February 17, 2026

Location: Electronic Meeting, and a physical location to view the livestream of the meeting:
Islands Trust Gabriola Office
700 North Road
Gabriola, BC V0R 1X3

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

Staff Present: Marlis McCargar, Island Planner
Lisa Millard, Meeting Administrator/Recorder

Others Present: There were approximately 11 members of the public in attendance.

1. CALL TO ORDER

Chair Maude called the meeting to order at 10:02 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Maude acknowledged that the meeting was held on the territory of the Coast Salish First Nations.

3. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

4. COMMUNITY INFORMATION MEETING

4.1 DE-RZ-2024.1 (Triple Rock Land Cooperative) - Proposed Bylaws 255, 250 and 254

The Planner summarized the proposed bylaws and highlighted the following:

- Proposed Bylaw No. 255 will amend the Official Community Plan to withdraw four units from density bank to support the rezoning;
- Proposed Bylaw No. 250 will amend the Land use Bylaw to increase the number of residential units by four going from fifteen units to nineteen, permit secondary suites in all units, increase the maximum gross floor area for a single-family dwelling from 139.4 metres squared to 186 metres squared to accommodate secondary suites, and increase the maximum floor area from 1275 metres squared to 2174 metres squared for outbuildings;

- Proposed Bylaw No. 254 is the housing agreement which secures nineteen cooperative co-op housing units as affordable and specifies occupancy;
- The bylaws were referred to several agencies, First Nations, and governing bodies and the responses were summarized.

The following questions, answers, comment, and clarifications were noted:

- A Trustee asked what the process is for a co-op member to put a suite in a home with regard to water and septic requirements?
 - A Siting and Use Permit would be required, all units are currently run off rainwater catchment only, and the units would be required to be connected to an approved septic sewage system;
- Sean Maher stated there is a high barrier to access co-op housing as one needs a substantial amount of money to build a unit and asked if the co-op provides financing and, considering the expense of building without financing, is this an appropriate use of densities in the bank?
 - The applicant stated there have been discussions regarding financing, but there isn't anything in place at this time.
 - The Local Trust Committee has been looking at the density bank in the larger context of the housing review and will likely be proposing changes.
- Noah Ross supports the application, including the addition of four units and secondary suites, noting that the project provides housing for families. It was noted that the full number of secondary suites may not necessarily be built., The co-op provides affordable housing through a model outside the Provincial subsidized system, which can be difficult to access.
- Nick Montgomery expressed the need for affordable housing and the secondary suites provide affordable rental opportunities.
- Noah Ross asked if information was available that indicated what the update has been to build secondary suites in zoning where it is permitted.
 - The Chair indicated Mayne Island permitted secondary suites broadly across the island with only one constructed.
- Sean Maher asked who would be allowed to live in the secondary suites.
 - They can be rented to co-op members, family members, caregivers, people applying for co-op membership and those activity involved in the co-op, and they can not be used for short term rentals.

4.2 PL-RZ-2024-005 (Denman Conservancy) - Proposed Bylaws 256 and 257

The Planner summarized the proposed bylaws and highlighted the following:

- Proposed Bylaw No. 256 will amend the Official Community Plan land use designation from Sustainable Resource, which supports forestry use, to Conservation, which prohibits development, with the Agricultural portion remaining unchanged and this will add four residential densities to the density bank;
- Proposed Bylaw No. 257 will amend the Land Use Bylaw to rezone the subject properties from Forestry to Conservation;

- The current Forestry zone supports low-density residential and sustainable forestry with each lot permitted one residential unit and the Conservation zone will permit passive recreation only with limited accessory structures and no residential use;
- The bylaws were referred to several agencies, First Nations, and governing bodies and the responses were summarized.

The were no questions or comments from Local Trust Committee or members of the public.

5. PUBLIC HEARING

5.1 DE-RZ-2024.1 (Triple Rock Land Cooperative) - Proposed Bylaws 255, 250 and 254

5.1.1 Recess for Public Hearing

By general consent, the meeting was recessed at 10:38 a.m.

5.1.2 Recall to Order

By general consent, the meeting was recalled to order at 11:22 a.m.

5.2 PL-RZ-2024-005 (Denman Conservancy) - Proposed Bylaw Nos. 256 and 254

5.2.1 Recess for Public Hearing

By general consent, the meeting was recessed at 11:22 a.m.

5.2.2 Recall to Order

By general consent, the meeting was recalled to order at 11:30 a.m.

6. BUSINESS ITEMS

6.1 Post Public Hearing Report - Official Community Plan and Land Use Bylaws No. 255 and 250, Housing Agreement Bylaw No. 254, DE-RZ-2024.1 (Triple Rock Land Cooperative) - Staff Report

The Planner summarized the staff report including the legislative, referral, and public hearing process to date.

Discussion ensued and the following comments were noted:

- The application is generally supported with noted support for four additional densities and some concerns stated about the secondary suites;
- The Local Trust Committee considered environmental impact, unique amenities of the community, the use of rain water for drinking water, composting toilets, and gray water septic systems;
- There is no difference between a suite or additional bedrooms and bathrooms in terms of environmental impact;
- Rentals are part of cohousing and cooperative developments;
- There is strong Official Community Plan support;

- There has been a lot of feedback through community information meeting and public correspondence;
- The Local Trust Committee has considered the potential for maximum buildout;
- The project allows members of the community who might have been living in substandard or unsafe housing to join the co-operative and attain safe housing;
- A significant majority of public correspondence were in support of the application.

DE-2026-004

It was MOVED and SECONDED

that Denman Island Local Trust Committee proposed Bylaw No. 255 cited as “Denman Island Official Community Plan, 2008, Amendment No. 2, 2025” be read a third time.

CARRIED

DE-2026-005

It was MOVED and SECONDED

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

CARRIED

DE-2026-006

It was MOVED and SECONDED

that Denman Island Local Trust Committee proposed Bylaw No. 254 cited as “Denman Island Housing Agreement Bylaw No. 254, 2025” be read a third time.

CARRIED

DE-2026-007

It was MOVED and SECONDED

that the Denman Island Local Trust Committee proposed Bylaw No. 255 cited as “Denman Island Official Community Plan, 2008, Amendment No. 2, 2025” be forwarded to the Minister of Housing and Municipal Affairs for approval.

CARRIED

DE-2026-008

It was MOVED and SECONDED

that the Denman Island Local Trust Committee proposed Bylaw No. 255 cited as “Denman Island Official Community Plan, 2008, Amendment No. 2, 2025,” proposed Bylaw No. 250 cited as “Denman Island Land Use Bylaw, 2008, Amendment No. 2, 2024” and proposed Bylaw No. 254 cited as “Denman Island Housing Agreement Bylaw No. 254, 2025” be forwarded to the Secretary of the Islands Trust for Executive Committee Approval.

CARRIED

6.2 Post Public Hearing Report - Land Use Bylaw Amendment Application to Rezone Four Parcels to Conservation (Official Community Plan and Land Use Bylaw Amendment Bylaws No. 256 and 257) - Staff Report

The Planner summarized the staff report including the legislative, referral, and public hearing process to date and there were no comments or questions for the Planner.

DE-2026-009

It was MOVED and SECONDED

that Denman Island Local Trust Committee proposed Bylaw No. 256 cited as “Denman Island Official Community Plan, 2008, Amendment No. 3, 2025” be read a third time.

CARRIED

DE-2026-010

It was MOVED and SECONDED

that Denman Island Local Trust Committee proposed Bylaw No. 257 cited as “Denman Island Land Use Bylaw, 2008, Amendment No. 2, 2025” be read a third time.

CARRIED

DE-2026-012

It was MOVED and SECONDED

that the Denman Island Local Trust Committee proposed Bylaw No. 256 cited as “Denman Island Official Community Plan, 2008, Amendment No. 3, 2025” be forwarded to the Minister of Housing and Municipal Affairs for approval.

CARRIED

DE-2026-013

It was MOVED and SECONDED

that the Denman Island Local Trust Committee proposed Bylaw No. 256 cited as “Denman Island Official Community Plan, 2008, Amendment No. 3, 2025” and proposed Bylaw No. 257 cited as “Denman Island Land Use Bylaw, 2008, Amendment No. 2, 2025” be forwarded to the Secretary of the Islands Trust for Executive Committee Approval.

7. ADJOURNMENT

By general consent, the meeting was adjourned at 11:55 a.m.

David Maude, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder

DRAFT



Denman Island Local Trust Committee Public Hearing Record

Date: February 17, 2026
Time: 10:00 am
Location: Electronic Meeting

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

Staff Present: Marlis McCargar, Island Planner
Lisa Millard, Meeting Administrator/Recorder

Others Present: There were approximately 11 members of the public in attendance.

1. CALL TO ORDER

Chair Maude called the meeting to order at 10:38 a.m. He acknowledged that the meeting was held on the territory of the Coast Salish First Nations.

2. INTRODUCTIONS AND OPENING STATEMENT FROM THE CHAIR

Chair Maude welcomed the public and acknowledged that the meeting was held on the territory of the Coast Salish First Nations. He introduced himself, Trustees, staff and recorder.

Chair Maude read a statement outlining the content, purpose, and process of the Public Hearing regarding Proposed Bylaw No. 255, 254 and No. 250 according to Section 465 of the *Local Government Act*. He advised that all persons who believe their interest is affected by the bylaws would be given the opportunity to speak and submit written comments, and that further submissions cannot be received by the Local Trust Committee after the close of the Public Hearing. He noted that all relevant documents are contained in the Public Hearing binder and on the Islands Trust website, which is available to the public.

3. PROPOSED BYLAW NO. 255 (Official Community Plan) and 250 (Land Use Bylaw) and NO. 254 (Housing Agreement Bylaw)

Island Planner McCargar summarized the proposed changes to the Official Community Plan (OCP) and Land Use Bylaw (LUB) that are being considered.

Summary of changes to Bylaw No. 255, 250, and 254 which, if adopted, will amend the OCP and LUB by:

**PUBLIC HEARING RECORD
RECEIVED FOR INFORMATION
BY LOCAL TRUST COMMITTEE**

- Proposed Bylaw No. 255 will amend the Official Community Plan to withdraw four units from density bank to support the rezoning;
- Proposed Bylaw No. 250 will amend the Land use Bylaw to increase the number of residential units by four going from fifteen units to nineteen, permit secondary suites in all units, increase the maximum gross floor area for a single-family dwelling from 139.4 metres squared to 186 metres squared to accommodate secondary suites, and increase the maximum floor area from 1275 metres squared to 2174 metres squared for outbuildings;
- Proposed Bylaw No. 254 is the housing agreement which secures nineteen cooperative co-op housing units as affordable and specifies occupancy;

4. REVIEW OF PUBLIC HEARING NOTICE

Planner McCargar reviewed the Public Hearing Notice procedures for posting of notices and publication of Public Hearing according to statutes, and noted that all notification requirements have been completed. She advised that the Public Hearing binder is available for review during this Hearing, pointed out the location of the binder, and noted that it is also available on the Islands Trust website.

She identified the agencies, non-agencies and First Nations referrals that were sent out for comment, and provided a brief overview of responses received, which are also posted on the Islands Trust website. There were 31 public submissions received in response to the notice as of the end of day February 16, 2026.

5. PROPOSED BYLAW NO. 255, 250 (Official Community Plan) AND NO. 254 (Land Use Bylaw)

Chair Maude asked if any members of the public would like to speak to proposed Bylaw No. 255, 254, and 250.

Trustee Graham received a written comment from John and Rita Isbeister of Denman Island which stated the correspondents support four additional units but disagree with the inclusion of secondary suites and are concerned about siting and septic.

Laura Busheikin supports the application and noted the Official Community Plan speaks to upzoning for affordable housing which will allow seniors to age in place with their families. She noted mapping had been done to identify where the new dwellings will be located, it would be unlikely suites will have fast uptake, the suites will not be commercial rentals, there are limits on rental rates to keep them below market level, most of the suites would be used by tenants who would be considered occupants or licensees, and the maximum floor coverage is 2000 square feet for dwelling and secondary suite combined.

Noah Ross spoke in support the secondary suites and four additional units noting the cooperative is a benefit to the community, there is limited affordable housing, the units are not contingent on grant applications, it is unlikely that there will be high uptake on

**PUBLIC HEARING RECORD
RECEIVED FOR INFORMATION
BY LOCAL TRUST COMMITTEE**

secondary suites, there is limited square footage available, the cooperative provides affordable ownership opportunities, and they do not have concerns about septic.

Nick Montgomery stated support for the application and noted the co-operative presents a strong social fabric with community members that take care of each other. He stated in past generations people could buy property and raise a family; however, today it is not possible for the general population to purchase property and he spoke to the ability of providing opportunities which allow residents to age in place.

Sean Maher stated opposition to the proposed bylaws indicating that their understanding of cohousing does not include members plus tenants, the density bank is for affordable housing, and while they do not oppose the four new units, they have concerns about the secondary suites and noted that full uptake must be considered because that is what the zoning will allow. They also noted the electrical panel requires upgrading.

Vali Majd stated support of the proposed bylaws and noted the additional secondary suites are not affecting the density bank and while people have concerns about potential for an increased number of people living on the property, he currently lives in a 240 square foot cabin, is looking for ability to maintain a level of independence in living format, and whether he chooses an additional unit or a larger house the carrying capacity is not affected. He stated the initiative to get four more lots on the land does not provide any financial benefit to the cooperative, there is room for additional housing to address affordability needs, there are caps on the share value and resale value of dwellings regardless of how they are appraised and most opposition is from an understanding of traditional housing parameters.

Daniel Terry stated support of the additional of four units and is in favour of cohousing members gaining living space and increased accessory building space but is not in favour of the secondary suites. They noted that while it has been stated the full build out capacity might not be utilized, the zoning permits the development of 19 secondary suites, and that number needs to be considered. They expressed that shared living space is preferable to renting a unit with a separate entrance which they do not consider to be cohousing.

Laura Busheikin noted that each unit has a grey water septic system as the units use composting toilets and the co-operative is looking at upgrading their electricity. She asked that members of the public look at impacts of building an addition versus a building with a full kitchen and consider that the housing is subject to a housing agreement and a co-operative agreement and many co-op housing communities have rental options for caregivers and extended family.

Nick Montgomery stated studies have been done on co-housing which show a history of co-ops and co-housing using rentals for affordability and intergenerational relationships. There are clear regulations limiting the size of homes and the housing cluster will remain low impact even if built out to full capacity.

Eli Hanson stated support for the project.

**PUBLIC HEARING RECORD
RECEIVED FOR INFORMATION
BY LOCAL TRUST COMMITTEE**

Chair Maude asked the public for any other comments or submissions. He called a second time for any comments or submissions on the proposed bylaws. He called for submissions a third and final time.

6. ADJOURNMENT

Chair Maude noted that upon closure of the Public Hearing, any further questions or submissions should be forwarded to staff, as Trustees cannot hear or receive anything further on the application post-Public Hearing.

There being no further submissions, Chair Maude declared the Public Hearing closed.

By general consent the meeting was adjourned at 11:21 a.m.

I CERTIFY THAT THIS IS A FAIR AND ACCURATE SUMMARY OF THE NATURE OF REPRESENTATIONS RESPECTING THE MEETING HELD:

Lisa Millard, Recorder



Denman Island Local Trust Committee Public Hearing Record

Date: February 17, 2026
Time: 10:00 am
Location: Electronic Meeting

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

Staff Present: Marlis McCargar, Island Planner
Lisa Millard, Meeting Administrator/Recorder

Others Present: There were approximately 11 members of the public in attendance.

1. CALL TO ORDER

Chair Maude called the meeting to order at 11:22 p.m. He acknowledged that the meeting was held on the territory of the Coast Salish First Nations.

2. INTRODUCTIONS AND OPENING STATEMENT FROM THE CHAIR

Chair Maude welcomed the public and acknowledged that the meeting was held on the territory of the Coast Salish First Nations. He introduced himself, Trustees, staff and recorder.

Chair Maude read a statement outlining the content, purpose, and process of the Public Hearing regarding Proposed Bylaw No. 256 and No. 257 according to Section 465 of the *Local Government Act*. He advised that all persons who believe their interest is affected by the bylaws would be given the opportunity to speak and submit written comments, and that further submissions cannot be received by the Local Trust Committee after the close of the Public Hearing. He noted that all relevant documents are contained in the Public Hearing binder and on the Islands Trust website, which is available to the public.

3. PROPOSED BYLAW NO. 256 (Official Community Plan) and NO. 257 (Land Use Bylaw)

Planner McCargar summarized the proposed changes to the Official Community Plan (OCP) and Land Use Bylaw (LUB) that are being considered.

Summary of changes to Bylaw No. 256 and 257 which, if adopted, will amend the OCP and LUB by:

**PUBLIC HEARING RECORD
RECEIVED FOR INFORMATION
BY LOCAL TRUST COMMITTEE**

- Proposed Bylaw No. 256 will amend the Official Community Plan land use designation from Sustainable Resource to Conservation with the Agricultural portion remaining unchanged and this will add four residential densities to the density bank;
- Proposed Bylaw No. 257 will amend the Land Use Bylaw to rezone the subject properties from Forestry to Conservation.

4. REVIEW OF PUBLIC HEARING NOTICE

Planner McCargar reviewed the Public Hearing Notice procedures for posting of notices and publication of Public Hearing according to statutes, and noted that all notification requirements have been completed. She advised that the Public Hearing binder is available for review during this Hearing, pointed out the location of the binder, and noted that it is also available on the Islands Trust website.

She identified the agencies, non-agencies and First Nations referrals that were sent out for comment, and provided a brief overview of responses received, which are also posted on the Islands Trust website. There were 5 public submissions received in response to the notice as of the end of day February 16^h, 2026.

5. PROPOSED BYLAW NO. 256, 257 (Official Community Plan) AND NO. 250 (Land Use Bylaw)

Chair Maude asked if any members of the public would like to speak to proposed Bylaw No. 256 and 257.

Laura Busheikin spoke in support of the application, stating it furthers the work of conservation on Denman Island and she appreciates densities being donated to the density bank.

Chair Maude asked the public for any other comments or submissions. He called a second time for any comments or submissions on the proposed bylaws. He called for submissions a third and final time.

6. ADJOURNMENT

Chair Maude noted that upon closure of the Public Hearing, any further questions or submissions should be forwarded to staff, as Trustees cannot hear or receive anything further on the application post-Public Hearing.

There being no further submissions, Chair Maude declared the Public Hearing closed.

By general consent the meeting was adjourned at 11:30 a.m.

I CERTIFY THAT THIS IS A FAIR AND ACCURATE SUMMARY OF THE NATURE OF REPRESENTATIONS RESPECTING THE MEETING HELD:

**PUBLIC HEARING RECORD
RECEIVED FOR INFORMATION
BY LOCAL TRUST COMMITTEE**

Lisa Millard, Recorder

Follow Up Action Report

Denman Island

20-Feb-2024

Progress	Activity	Responsibility	Dates	Status
50%	1 - Draft Housing Action Plan - <i>Completed for May 7th Meeting</i> - Draft Bylaw language for review - <i>Winter 2026</i>	Narissa Chadwick		In Progress

04-Jun-2024

Progress	Activity	Responsibility	Dates	Status
50%	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

Follow Up Action Report

Denman Island

04-Jun-2024

Progress	Activity	Responsibility	Dates	Status
51%	2 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
25%	3 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
50%	4 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

08-Oct-2024

Progress	Activity	Responsibility	Dates	Status
50%	1 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

21-Jan-2025

Progress	Activity	Responsibility	Dates	Status
25%	1 DE-RZ-2023.1 (Komas Ranch Ltd.) ·Request staff to prepare draft bylaw language to amend the Denman Island OCP, to introduce a new site-specific Heritage Conservation Area ·Endorsed the draft Terms of Reference letter and directed staff to forward it to the applicant, with a final deadline of December 31, 2025 to provide additional information requested in support of the application. ·Request staff to develop a draft restrictive covenant in consultation with the applicant for application for LTC consideration. ·Enter into a cost recovery agreement, if necessary, with the applicant allowing Islands Trust legal counsel to review a draft restrictive covenant	Margot Thomaidis		In Progress

Follow Up Action Report

Denman Island

20-May-2025

Progress	Activity	Responsibility	Dates	Status
0%	1 Research and outline feasible options for transferring the administration of Housing Agreements to a non-profit on behalf of the LTC. Determine the cost of a standard Housing Agreement template. Present these findings to the LTC for consideration as part of the OCP project.	Marlis McCargar Narissa Chadwick		In Progress

Follow Up Action Report

Denman Island

16-Dec-2025

Progress	Activity	Responsibility	Dates	Status
0%	1 Staff to prepare draft bylaws to amend the OCP and LUB to enable application PL-RZ-2025-0368 (Denman Community Housing Society). Leg Clerk to generate bylaw numbers and template.	Marlis McCargar Nadine Mourao		In Progress
0%	2 Applicant for PL-RZ-2025-0368 (Denman Community Housing Society) to submit: a) confirmation from a qualified professional that can support compliant community sewage treatment or other approved systems under the BC Sewerage System Regulation for the proposed density; and b) a copy of the provincial water licence intended to supply the 8 affordable rental units.	Marlis McCargar		In Progress
0%	3 Applicant for PL-RZ-2025-0368 (Denman Community Housing Society) to submit a water management plan addressing: i) peak and projected water demand; ii) water conservation measures exceeding BC Building Code requirements; iii) minimum onsite storage for potable, non-potable, and fire suppression uses, including storage types; iv) emergency measures for demand exceeding storage or well capacity; v) irrigation and grey-water reuse; vi) groundwater monitoring and reporting; and vii) stormwater management.	Marlis McCargar		In Progress

Follow Up Action Report

Denman Island

16-Dec-2025

Progress	Activity	Responsibility	Dates	Status
0%	4 Prepare Cost recovery agreement and LSR for the preparation of: a) a housing agreement for 8 units of affordable rental housing; and b) a restrictive covenant for water conservation, groundwater monitoring, and compliance with BC Energy Step Code Level 2 or other identified energy-efficiency measures.	Marlis McCargar		In Progress
100%	5 send early referral of PL-RZ-2025-0368 (Denman Community Housing Society) to K'omoks First Nation	Joe Elliott Marlis McCargar Nadine Mourao		Completed
100%	6 Send an early referral of PL-RZ2025-0368 (Denman Community Housing Society) to the Denman Island Fire Department	Marlis McCargar		Completed
100%	7 The Denman LTC responded to the Islands Trust Council that interests are unaffected by Bylaw No. 183.	Clare Frater Jason Youmans Nadine Mourao		Completed
81%	8 Bylaw Enforcement Manager to prepare a report outlining the limits of IT's jurisdiction over marine aquaculture zones and the enforceability of related regulations.	Warren Dingman		In Progress
50%	9 Denman Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 258, 2025 was adopted.	Nadine Mourao		In Progress
100%	10 Amended Draft Bylaw No. 259 to read: "iii. in publications locally produced and distributed on Denman Island."	David Marlor Nadine Mourao		Completed

Follow Up Action Report

Denman Island

16-Dec-2025

Progress	Activity	Responsibility	Dates	Status
25%	11 The Denman Island Local Trust Committee considers that the notification methods in Draft Bylaw 259, as amended, are reliable, suitable, and accessible for the Denman Local Trust Area. Proposed Bylaw No. 259, cited as "Denman Local Trust Committee Public Notification Bylaw No. 259, 2025," was given First, Second, and Third Readings and forwarded to the Islands Trust Executive Committee for consideration of approval.	David Marlor Nadine Mourao		In Progress

20-Jan-2026

Progress	Activity	Responsibility	Dates	Status
79%	1 staff to proceed with the drafting of bylaw amendments for OCP and LUB based on the decisions made at the January 20th meeting.	Marlis McCargar Narissa Chadwick	Target: 17-Mar-2026	In Progress
100%	2 Add to the Future Projects List the consideration of establishing: ·a Development Permit Area (Environmental Protection) to ensure evaluation of septic systems and other development impacts in the absence of building permit requirements; and ·a Development Permit Area or Heritage Conservation Area to support K'omoks First Nations' interests	Marlis McCargar		Completed

Follow Up Action Report

Denman Island

17-Feb-2026

Progress	Activity		Responsibility	Dates	Status
51%	1	1.Record that Bylaw Nos. 250, 254, and 255 have been given Third Reading. 2.Forward Bylaw Nos. 250, 254, and 255 to EC for approval. 3.Forward Bylaw No. 255 to the Minister of Housing and Municipal Affairs for approval. 4.Upon receipt of Ministerial and EC approvals, return the bylaws to the LTC for final adoption.	Marlis McCargar Nadine Mourao		In Progress
51%	2	1.Record that Bylaw Nos. 256 and 257 have been given Third Reading. 2.Forward Bylaw Nos. 256 and 257 to EC for approval. 3.Forward Bylaw No. 256 to the Minister of Housing and Municipal Affairs for approval. 4.Upon receipt of Ministerial and EC approvals, return the bylaws to the LTC for final adoption.	Marlis McCargar Nadine Mourao		In Progress



K'ómoks First Nation

3330 COMOX RD, COURTENAY, BC V9N 3P8

PH: 250.339.4545

F: 250.339.7053

E: RECEPTION@KOMOKS.CA

February 12, 2026

Sam Borthwick and David Graham
Denman Island Local Trust Committee

c/o Narissa Chadwick, Planner
Islands Trust
Email: nchadwick@islandstrust.bc.ca

Dear Mr. Borthwick and Graham,

Re: KFN's Interests in Denman Island Housing Project

Thank you for this early engagement regarding K'ómoks First Nation's interests in progressive land use policies and regulations being considered in the Denman Island Housing Project.

We have not yet received the draft bylaws for this project, as Islands Trust staff are awaiting confirmation of Chief & Council's support for the appended table, which will be used as guiding principles to draft bylaws prior to their first reading with the Local Trust Committee.

The need for additional housing supply on Denman Island (and beyond) is not in dispute, nor is the need for supporting a wider variety of housing formats and housing tenure options. However, K'ómoks First Nation is deeply concerned with long-term impacts on the carrying capacity of the lands and waters, as well as impacts to our cultural heritage.

Please find attached a guidance document drafted by Islands Trust and KFN staff, which has been reviewed and approved by KFN Council for Islands Trust's and the Local Trust Committee's use to support the drafting of progressive bylaws in the Denman Island Housing Project.

Respectfully,

Nicole Rempel
Chief Councillor K'ómoks First Nation

Attachments:
2026 02 12 KFN_IT Guiding Principles-Final

Islands Trust – KFN Staff Engagement Guiding Principles –

February 2026 - FINAL



Over the past two years, Islands Trust (IT) and KFN technical staff have been working to explore how KFN's interests could be incorporated into major land use planning reviews on Denman and Hornby Islands. These reviews have the potential to result in significant updates to the respective communities' Official Community Plans (OCP) and Land Use Bylaws (LUB), supporting KFN's interests through progressive land use planning policies and regulations.

IT and KFN staff have developed the following **Staff Engagement Guiding Principles** document, which identifies priorities for cultural and environmental protections on Hornby and Denman Islands focusing on:

Respect for KFN Interests: All development and land alterations to consider KFN's interests in avoiding adverse impacts to culturally and environmentally sensitive areas

- **Archaeological and Cultural Protections:** Explore options and implement policies related to compliance with KFN's CHIP process in areas KFN has determined to be of high archeological potential. 200m from the natural boundary of the sea *and registered archaeological sites* should be considered as an area of priority for archeological and ecological protection. Support KFN interests in safeguarding and respecting intangible spiritual and cultural sites
- **Environmental Protections:** All development and land alterations must avoid or mitigate impacts to streams, watercourses, shorelines, and sensitive ecosystems, and preserve fresh water.
 - Development Permit Areas (DPAs) and strategies to limit ground disturbance should be considered to help guide construction and siting.
 - Protection of freshwater and marine resources should be considered in all land use planning decisions.
- **Location and Density:** Future development and land alterations should be sited away from culturally and environmentally sensitive areas, with approvals informed by biophysical inventories and in consultation with KFN.

Recommended actions have been categorized below as high priority for the Hornby and Denman Island Local Trust Committees' (LTC) consideration of implementation for land use planning.

PRIORITY RATING (High, Med, Low)	K'omoks First Nations Perspectives and Recommendations	Recommended Actions to be Considered by the Denman and Hornby Island Local Trust Committees (LTC) of the Islands Trust	Engagement Outcomes
HIGH	A. Clearly articulate the land use planning function the LTCs conduct within KFN territory and how it respects the KFN values and their inherent rights as Indigenous People who have sustained connections to Denman and Hornby Islands.	1. Update OCP and LUB with appropriate land acknowledgment at the beginning of each bylaw. 2. Update OCP with appropriate overview and context of the significance of KFN ancestral village sites and cemeteries on Denman and Hornby Islands, and occupation of the island up until the present day. Explicitly recognize the impacts of existing patterns of settlement, protected areas and residential development on First Nations rights and title. 3. Update OCP with appropriate context to characterize the reality that despite provincial legislation that has been in place <i>since 1977</i>, cultural heritage on the island has been adversely impacted by development and land alterations; many of which have occurred without provincial permits, authorizations, investigations or consultation with First Nations. 4. Update OCP with specific LTC commitments to reconciliation as the overarching framework for all policy guidance. Explicitly characterize LTCs jurisdiction and authority in land use planning and commitment to assist First Nations in protecting cultural heritage through implementation of progressive land use planning policies and regulations.	<i>Important to see a stated commitment from local government to reconciliation that prioritizes Nation members rights to protect their cultural heritage, the lands and waters that have sustained them, and to reconnect with the land and marine waters of Denman and Hornby Islands.</i> <i>Two core principles underlying KFN's teachings includes 1) ancestors have to be cared for, including maintaining the integrity of burial places and remains of past actions; 2) ancestors will look out for you, including personal health of individuals and enhancing knowledge of how ancestors took care of the land and waters in the territory. These principles guide KFN's management of cultural heritage. By applying these teachings to KFN's cultural heritage, the nation works with newcomers to ensure that cultural heritage sites and objects are treated respectfully, that investigation of KFN cultural heritage advances the knowledge of history and supports revival of KFN culture. This must be adequately represented in land use planning documents within the territory.</i> <i>KFN's fundamental values include protecting the lands, waters, and resources that have sustained us, and fostering our minds and spirits through our culture. As stewards of the land, KFN requires sustainable development of the islands.</i> <i>KFN is particularly concerned with access to clean water and ensuring there is enough for not only residents, but for the flora and fauna that sustain us.</i>

PRIORITY RATING (High, Med, Low)	K'omoks First Nations Perspectives and Recommendations	Recommended Actions to be Considered by the Denman and Hornby Island Local Trust Committees (LTC) of the Islands Trust	Engagement Outcomes
HIGH	B. Address KFN's need for cooperation from local governments regarding protection of Archaeological and Cultural Heritage Resources on Denman and Hornby Islands.	1. Explore implementation of shoreline Development Permit Area (DPA – see D3 below) or Heritage Conservation Area (HCA) to be applied island wide or up to 200 m from the setback of the natural boundary of the sea. Inform the DPA or HCA with prescriptive guidelines for low impact foundations, low impact septic tanks and fields, low impact landscaping and low impact access roads/driveways/parking areas. 2. Use a Development Approval Information Bylaw (DAI) to require a Preliminary Field Reconnaissance (PFR), Archaeological Overview Assessment (AOA) or Archaeological Impact Assessment (AIA) (or all three for complex sites) for rezoning applications where increase in density or intensity of uses is being proposed on the islands. Align requirements with the KFN Cultural Heritage Policy/CHIP process. 3. Use a Development Approval Information Bylaw (DAI) to require a biophysical inventory for rezoning applications where increase in density or intensity of uses is being proposed anywhere on the islands, to identify forest characteristics, sites of highest biodiversity, species at risk. Ensure consultation and information sharing with the Nation to build on datasets and enhance quality of the referrals. 4. Explore policy options requiring that all developments within KFN Cultural Heritage sites or KFN's designated Area of High Archaeological Potential (AOP) comply with the KFN CHIP as a condition of any SUP, DVP, DP or Rezoning application OR implement alternative means of protection through building inspection services, special zoning, conservation areas, restrictive covenants.	<i>Improve development approval processes to ensure no further harm or degradation to archaeological sites and cultural heritage resources. Minimizing or eliminating impacts to ALL archaeological sites is KFN's preference as per the Cultural Heritage Policy.</i> <i>200m buffer from all shorelines and archaeological sites is the highest priority for protection, investigation and field assessment. KFN's Cultural Heritage Policy requires that KFN Archaeology staff and/or monitors are included in all aspects of archaeological and heritage investigations – including but not limited to HCA permit review, HCA and CHIP permit issuance, field work, and approval of final reports.</i> <i>Rising sea levels and intensification of coastal development means archaeological sites and cultural heritage may be inundated/destroyed. This is the most sensitive region of the islands for protection.</i> <i>Proposed Development Permit Areas or Heritage Conservation Areas should be 200m from the shoreline and previously registered archaeological sites or be island-wide.</i> <i>For site-specific land use planning tools, begin by prioritizing the four most severely impacted and threatened archaeological sites on Denman and Hornby Islands as provided to IT in KFN's 2024 report.</i> <i>Support KFN requests for safeguarding and respecting intangible spiritual and cultural sites.</i>

PRIORITY RATING (High, Med, Low)	K'omoks First Nations Perspectives and Recommendations	Recommended Actions to be Considered by the Denman and Hornby Island Local Trust Committees (LTC) of the Islands Trust	Engagement Outcomes
HIGH	C. Address KFN's priorities to protect <u>fresh water</u> , <u>watercourses</u> , <u>streams</u> , <u>shorelines</u> , <u>marine resources</u> , intact ecosystems, and biodiversity on the islands.	1. Require that all development preserve fresh water and safeguard marine resources. 2. Maintain <u>island wide</u> Development Permit Area (DPA) for streams and watercourses. 3. Consider island wide DPA for protection of biodiversity that would be triggered by any land alterations or new construction.	<i>Preserve fresh water and marine resources not only for human residents, but also for the flora and fauna that sustain us.</i> <i>200 metre buffer along shorelines and watercourses are most sensitive for ecosystems, diversity of species for foraging. Forest ecosystems, prairie oak meadows, and coastal bluffs are at high-risk of alteration. Place high emphasis on land use protection tools for these areas.</i> <i>Ensure all shoreline development implements green shores principles and strategies to protect biodiversity.</i>

REFERENCES:

[KFN Cultural Heritage Policy](#) (2010)

[KFN Land Code \(2016\)](#)

[KFN Treaty Ratification \(2024\)](#)

UNDRIIP Articles 31 and 32

Mitigating Impacts to KFN Cultural Heritage on Denman and Hornby islands (2024)

DATE OF MEETING: March 17, 2026
TO: Denman Island Local Trust Committee
FROM: Warren Dingman, Manager, Compliance and Enforcement
Northern Team
SUBJECT: Denman Island Bylaw Compliance and Enforcement Policy

RECOMMENDATION

1. That the Denman Island Local Trust Committee adopt the amended Denman Island Bylaw Compliance and Enforcement Policy attached to this report.

REPORT SUMMARY

The purpose of this report is to present an amended Bylaw Compliance & Enforcement Policy document for review and consideration by the Local Trust Committee.

BACKGROUND

The original policy was adopted in June 2024 and Islands Trust Bylaw Officers have operated under that policy since that time. There is an overall consensus that the policies have worked well but there have been concerns about providing a 90-day compliance time for all contraventions, and for this reason the Local Trust Committee requested amendments in the current policy.

There were specific concerns regarding permitting unlawful short-term vacation rentals to operate for an additional 90 days after they were determined to be unlawful, and amendments have been made to the Denman Island Compliance and Enforcement Policy to address those concerns.

PROPOSED AMENDMENTS

The proposed policy contains amendments regarding time to comply for non-permitted short-term vacation rentals, and the issuance of bylaw notices for those non-permitted rentals. Section 6.2 has been added under Enforcement Procedures and non-compliant short-term vacation rentals will be given 45 days to comply with the Land Use Bylaw or to cease the use. Failure to comply will result in the issuance of violation notices with a penalty.

The screening officer policies have also been amended (Part B, section 1) to permit the Regional Planning Manager to act as a screening officer for all disputed bylaw notices, including any issued by the Manager of Bylaw Compliance and Enforcement.

RATIONALE FOR RECOMMENDATION

The original adopted policy has been amended to reflect current direction from the Local Trust Committee, and to ensure compliance with Trust Council policies.

ALTERNATIVES

- 1. That the Denman Island Local Trust Committee direct staff to proceed no further with any work on proposed amendments.

Submitted By:	Warren Dingman, Bylaw Compliance and Enforcement Manager	February 26, 2026
Reviewed By:	Renée Jamurat, RPP, MCIP, Regional Planning Manager	February 28, 2026

ATTACHMENTS

- 1. Denman Island Bylaw Compliance and Enforcement Policy - Amended

AMENDED

Denman Island Local Trust Committee Compliance and Bylaw Enforcement Policy

Bylaw Enforcement Policy No. 1, effective June 4, 2024

Version No. 2

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

AMENDED

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 Non-compliant short-term vacation rentals will be given a minimum of 45 days to comply with the Land Use Bylaw or cease the use. Failure to comply will result in the issuance of Bylaw Violation Notices.
- 6.3 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.
- 6.4 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.

AMENDED

- 6.5 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.
- 6.6 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 is 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.

AMENDED

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 any Bylaw Officer, including the Manager of Bylaw Compliance and Enforcement, 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;

AMENDED

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.
 - d. The offence occurred because of a circumstance that made it unreasonable for the person to comply with the bylaw.

BRIEFING

To: Local Trust Committees **For the Meeting of:** January 2026
From: Executive Committee **Date Prepared:** January 16, 2026
SUBJECT: Short Term Rental Accommodation – Principal Residence Opt-In

PURPOSE:

To forward a briefing received by the Executive Committee, regarding opting in to the provincially regulated principal residence requirement for short term rental accommodations (STRA), to local trust committees. The briefing is a reminder that the deadline to opt-in to the provincial's principal residence requirement for STRAs is March 31, 2026.

BACKGROUND:

On September 3, 2025, the Executive Committee (EC) requested staff to forward the attached briefing which provided an update to EC that the Ministry of Housing and Municipal Affairs had informed the Salt Spring Island Local Trust Committee that their request to opt-in to the principal residence requirement had been approved by BC Order in Council 277/2025, and would come into effect November 1, 2025.

The attached briefing reminds local trust committees that should they choose to opt in to the provincially regulated principal residence requirements for short term rental accommodations, they must pass a resolution to do so by March 31st in order for the request to come into force by November of the same year. The attached briefing includes some brief background information and draft resolutions to assist local trust committees. The attached briefing includes the ministry's letter to the Salt Spring Island Local Trust Committee and a copy of the approved Order-in-Council.

ATTACHMENT(S):

1. Short Term Rental Accommodation – Principal Residence Opt-In Update - Briefing

FOLLOW-UP: Staff will forward local trust committee resolutions to the Ministry of Housing and Municipal Affairs, Housing Policy Branch.

Prepared By: Stefan Cermak , Director, Planning Services

To: Executive Committee **For the Meeting of:** August 6, 2025
From: Planning Services **Date Prepared:** July 29, 2025
SUBJECT: Short Term Rental Accommodation – Principal Residence Opt-In Update

PURPOSE: To provide the Executive Committee with an update that the Ministry of Housing and Municipal Affairs, Housing Policy Branch, has informed staff that the Salt Spring Island Local Trust Committee request to opt-in to the principal residence requirement has been approved by BC Order in Council 277/2025, and will come into effect November 1, 2025.

BACKGROUND:

The *Short Term Rental Accommodation Act* (STRA Act) Received Royal Assent on October 26, 2023. The *Short Term Rental (STR) Accommodation Regulations* (Order in Council) were adopted December 7, 2023. The STRA Act and regulations create a framework including key considerations relating to principal residence requirements, time period regulations, legal non-conforming use, business licensing updates and enforcement. The province has provided information in an easy to read [STR Policy Guidance Document](#).

Properties in the Islands Trust Area are exempt from the requirement to have STRs operated by a principal residence of the subject property. However, a local trust committee or Bowen Island Municipality may pass a resolution requesting to be removed from the list of exempt land in order to “opt-into” the principal residence requirement. Opting in means the provincial restriction on short-term rental accommodations will over-ride any schemes that the local trust committee or island municipality has enacted (where there is a conflict between them).

Both the Bowen Island Municipality and Gabriola Island Local Trust Committee “opted-in” and are currently reflected in the current STR regulations. The Salt Spring Island Local Trust Committee requested “opting-in” earlier this year. The attached communications confirm that the request to opt-in to the principal residence requirement has been approved and will come into force effective November 1, 2025.

Remaining Local Trust Committees (LTC) may also “opt-in” via resolution submitted to the Minister of Housing and Municipal Affairs by March 31 each year. A sample LTC resolution to opt-in may read:

That the [XX Local Trust Committee] request that the Minister of Housing and Municipal Affairs, on behalf of the Lieutenant Governor in Council, apply the principal residence requirement to the [XX Local Trust Area] and that the [XX Local Trust Area] be removed from the exempt land as per S. 15 of the Short-Term Rental Accommodation Act.

Requests should include appropriate background information that describes the area and jurisdiction. The request must be submitted to the Minister of Housing by March 31, and the prescribed period of time starts on November 1, of the same year. If the Province grants a change

to exempt land status, that change remains in effect indefinitely unless a subsequent request to reverse the exemption is made by March 31 of a future year.

ATTACHMENT(S):

1. Ministry of Housing and Municipal Affairs, Letter dated July 25, 2025

FOLLOW-UP: Staff will place the correspondence from the Ministry on their next regular business meeting agenda. Staff will update the legislative monitoring spreadsheet.

Prepared By: **Stefan Cermak, Director, Planning Services**

Reviewed By/Date: **CAO / July 30, 2025**



July 25, 2025

Reference: 187606

Chris Hutton
Regional Planning Manager, Salt Spring Island
Islands Trust
Email: chutton@islandstrust.bc.ca

Dear Chris Hutton:

This is to confirm your community's request to opt-in to the principal residence requirement has been approved by BC [Order in Council 277/2025](#), and will come into effect November 1, 2025.

Please find a copy of the approved Order-in-Council attached.

Your truly,

A handwritten signature in blue ink, appearing to read "H. Rabinovitch".

Hannah Rabinovitch
Director, Housing Policy Branch
Ministry of Housing and Municipal Affairs

Attachment:

- Order-in-Council 277-2025

CC: Trevor Lammie, Registrar, Short-Term Rentals Branch (Trevor.Lammie@gov.bc.ca)
Islands Trust, Salt Spring Island (ssinfo@islandstrust.bc.ca)
Stephen Henderson, General Manager, CRD (shenderson@crd.bc.ca)

PROVINCE OF BRITISH COLUMBIA
ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No. 277, Approved and Ordered June 9, 2025



Lieutenant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders that the Short-Term Rental Accommodations Regulation, B.C. Reg. 268/2023, is amended as set out in the Schedule.



Minister of Housing and Municipal Affairs



Presiding Member of the Executive Council

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section: Short-Term Rental Accommodations Act, s. 38

Other: O.C. 679/2023

R10897624

SCHEDULE

- 1** *Section 13.1 (4) is amended by striking out “on the application programming interface specified by the registrar” and substituting “through the application programming interface specified by the registrar or in another electronic format in the form required by the minister”.*
- 2** *Section 13.1 (5) (c) of the Short-Term Rental Accommodations Regulation, B.C. Reg. 268/2023, is repealed and the following substituted:*
 - (c) on a monthly basis.
- 3** *Section 13.2 is amended*
 - (a) by repealing subsection (2) (b) and substituting the following:*
 - (b) subject to subsection (2.1), the validity of the relevant registration number is confirmed in accordance with section 13.1 of this regulation. , **and**
 - (b) by adding the following subsections:*
 - (2.1) A platform service provider is not prohibited from providing platform services in respect of a platform offer if,
 - (a) for the reasons described in subsection (2.2), the platform service provider is unable to confirm the validity of a registration number in respect of the platform offer in the time frame described in section 13.1 (4) or (5), as applicable, and
 - (b) the platform service provider meets the requirements of subsection (2.3).
 - (2.2) For the purposes of subsection (2.1) (a), the platform service provider must be unable to confirm the validity of a registration number because
 - (a) there is a temporary disruption of a platform, an application programming interface, an electronic portal or any other electronic system or means required for the platform service provider to
 - (i) access the information required to confirm the validity of the registration number, or
 - (ii) confirm the validity of the registration number, and
 - (b) there are no commercially reasonable steps the platform service provider can take, despite the disruption described in paragraph (a), to confirm the validity of the registration number in the time frame described in section 13.1 (4) or (5), as applicable.
 - (2.3) For the purposes of subsection (2.1) (b), if a disruption described in subsection (2.2) (a) occurs, the platform service provider must
 - (a) within one business day of first becoming aware of the disruption and in the manner determined by the registrar,
 - (i) notify the registrar of the failure, and
 - (ii) provide details on the nature of the disruption to the registrar;
 - (b) if possible, attempt to confirm the validity of the registration number at the following intervals:

- (i) if the platform service provider is a major platform service provider, within one hour of first becoming aware of the disruption and within 24 hours of each subsequent failed attempt;
- (ii) if the platform service provider is a medium platform service provider or a minor platform service provider, within 24 hours of first becoming aware of the disruption and within 24 hours of each subsequent failed attempt;
- (c) take all commercially reasonable steps to resolve the disruption in cooperation with the registrar;
- (d) as soon as reasonably possible after the disruption ends, confirm the validity of the registration number.

4 The following division is added to Part 4:

Division 4 – Information Sharing

Prescribed person or entity

- 27.1** (1) The minister responsible for the administration of the *Financial Administration Act* is prescribed for the purpose of section 34 (5) of the Act.
- (2) The purposes described in section 33 (2) (b) (i) to (iii) of the Act are prescribed for the purpose of section 34 (5) (b) of the Act.

5 Schedule 1 is amended

- (a) in paragraph (a) by striking out “Town of Creston”,
- (b) in paragraph (b) by adding “District of Tofino”,
- (c) in paragraph (c) in Table 1 by repealing items 4, 6, 9, 10 and 14 and substituting the following items:

Item	Column 1 Geographic Area	Column 2 Description of Map	Column 3 Map Date
1.1	Baldy Mountain Resort	Baldy Mountain Resort	December 2, 2024
4	Crystal Mountain Ski Resort	Crystal Mountain Ski Resort	December 2, 2024
6	Hudson Bay Mountain Resort	Hudson Bay Mountain Resort	December 2, 2024
10	Panorama Mountain Resort	Panorama Mountain Resort	December 2, 2024
14	Saddle Mountain Resort	Saddle Mountain Resort	December 2, 2024

,

(d) in paragraph (d) in Table 2 by repealing items 2, 3, 4, 5, 6 and 15 and substituting the following items:

Item	Column 1 Geographic Area	Column 2 Description of Map	Column 3 Map Date
2	Fairmont Hot Springs Ski Area	Fairmont Hot Springs Ski Area	December 2, 2024
3	Harper Mountain Ski Hill	Harper Mountain Ski Hill	December 2, 2024
4	Hudson's Hope Ski Hill	Hudson's Hope Ski Hill	December 2, 2024
5	Mount Cain Ski Hill	Mount Cain Ski Hill	December 2, 2024
6	Mount Timothy Ski Resort	Mount Timothy Ski Resort	December 2, 2024
15	Wapiti Ski Hill	Wapiti Ski Hill	December 2, 2024

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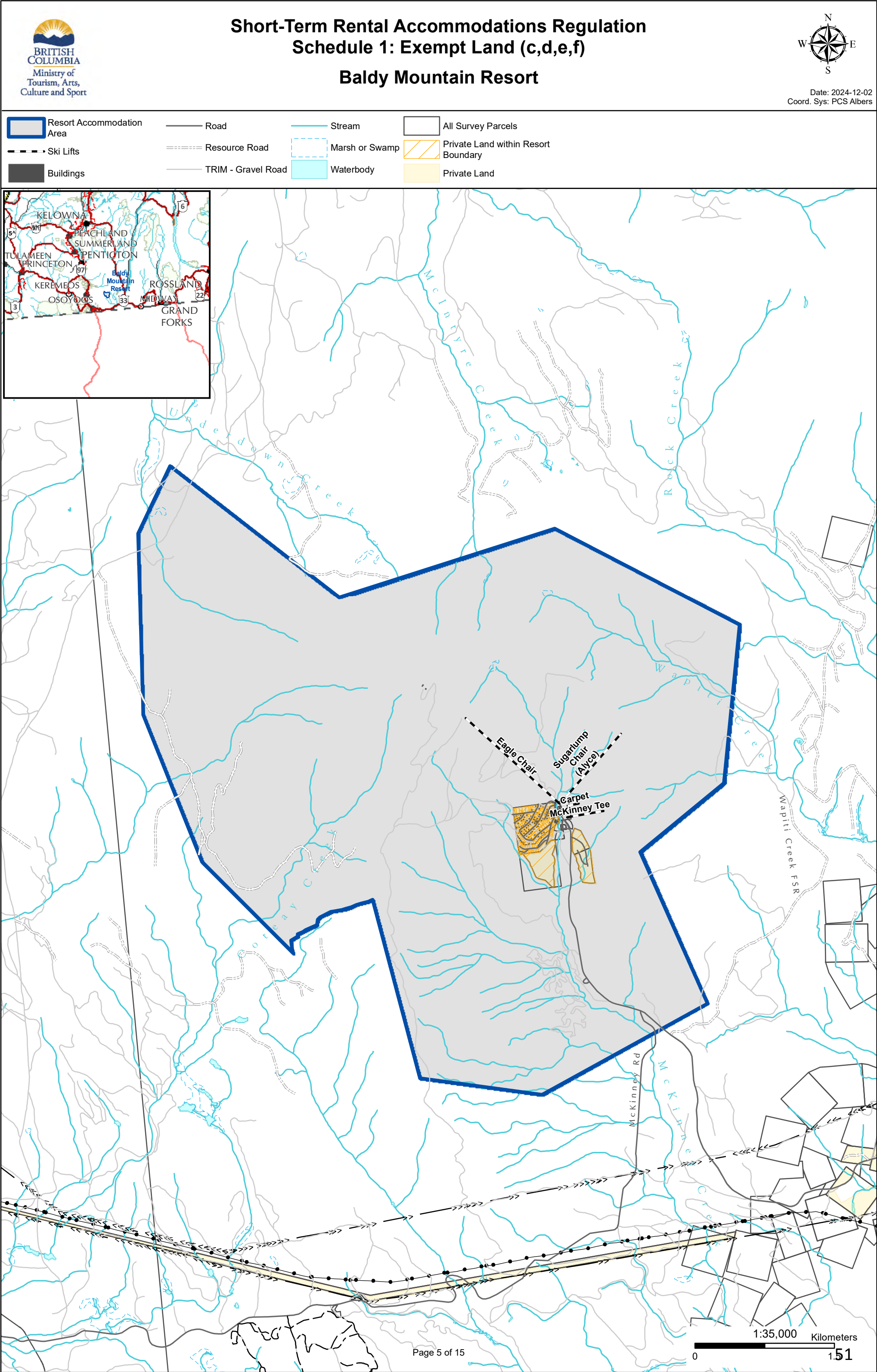
(e) in paragraph (g) by adding the following subparagraph:

(iii) Saltspring Island; ,

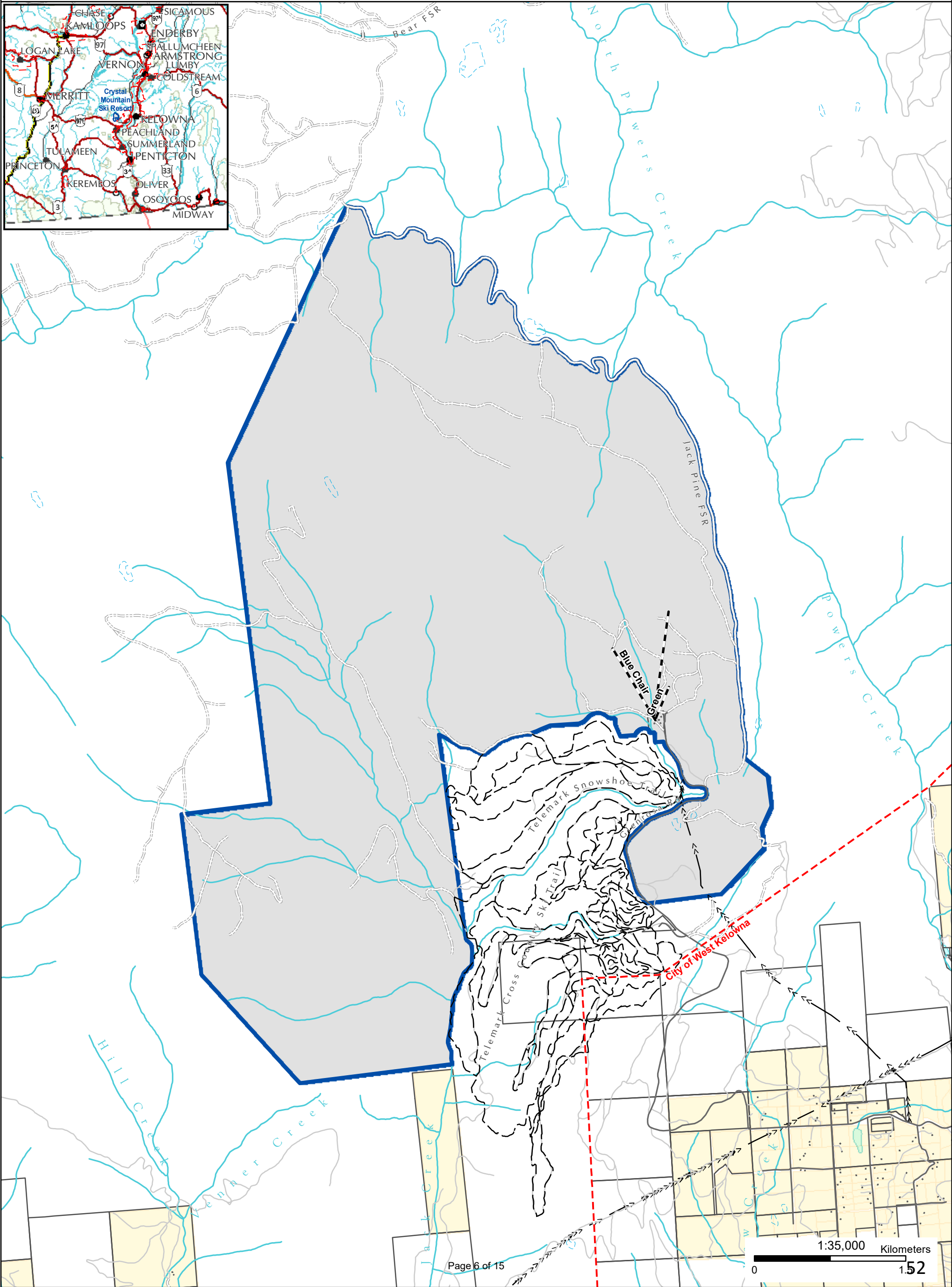
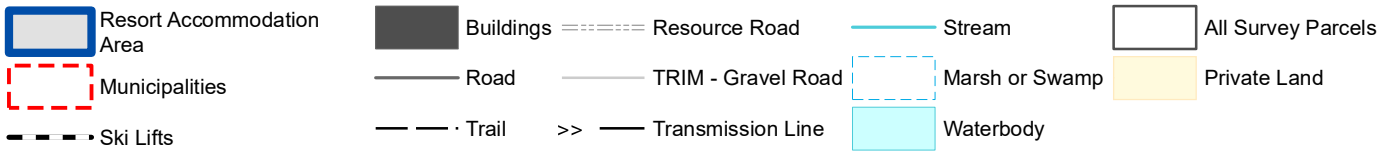
(f) in paragraph (i) (i) by striking out “Electoral Area E,” and “, Electoral Area G”, and

(g) in paragraph (i) by adding the following subparagraph:

(v) Electoral Area B of the Columbia-Shuswap Regional District.



Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)
Crystal Mountain Ski Resort

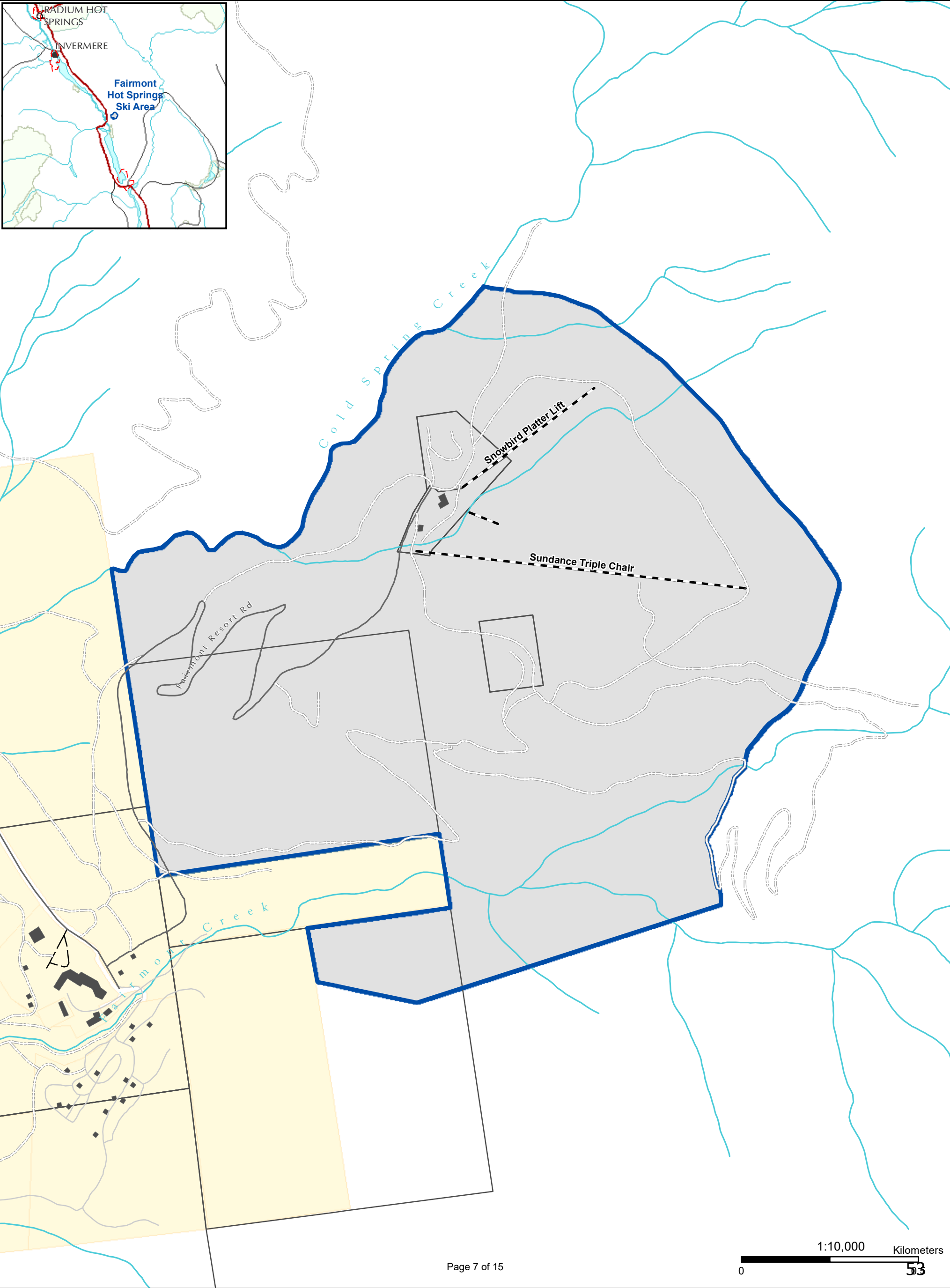
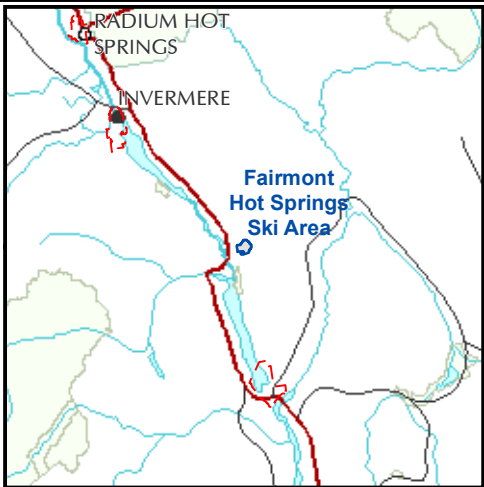


Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)
Fairmont Hot Springs Ski Area



Date: 2024-12-02
Coord. Sys: PCS Albers

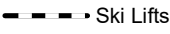
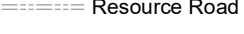
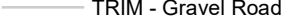
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| | Resort Accommodation Area | | Road | | Stream |
| | Ski Lifts | | Resource Road | | All Survey Parcels |
| | Buildings | | TRIM - Gravel Road | | Private Land |

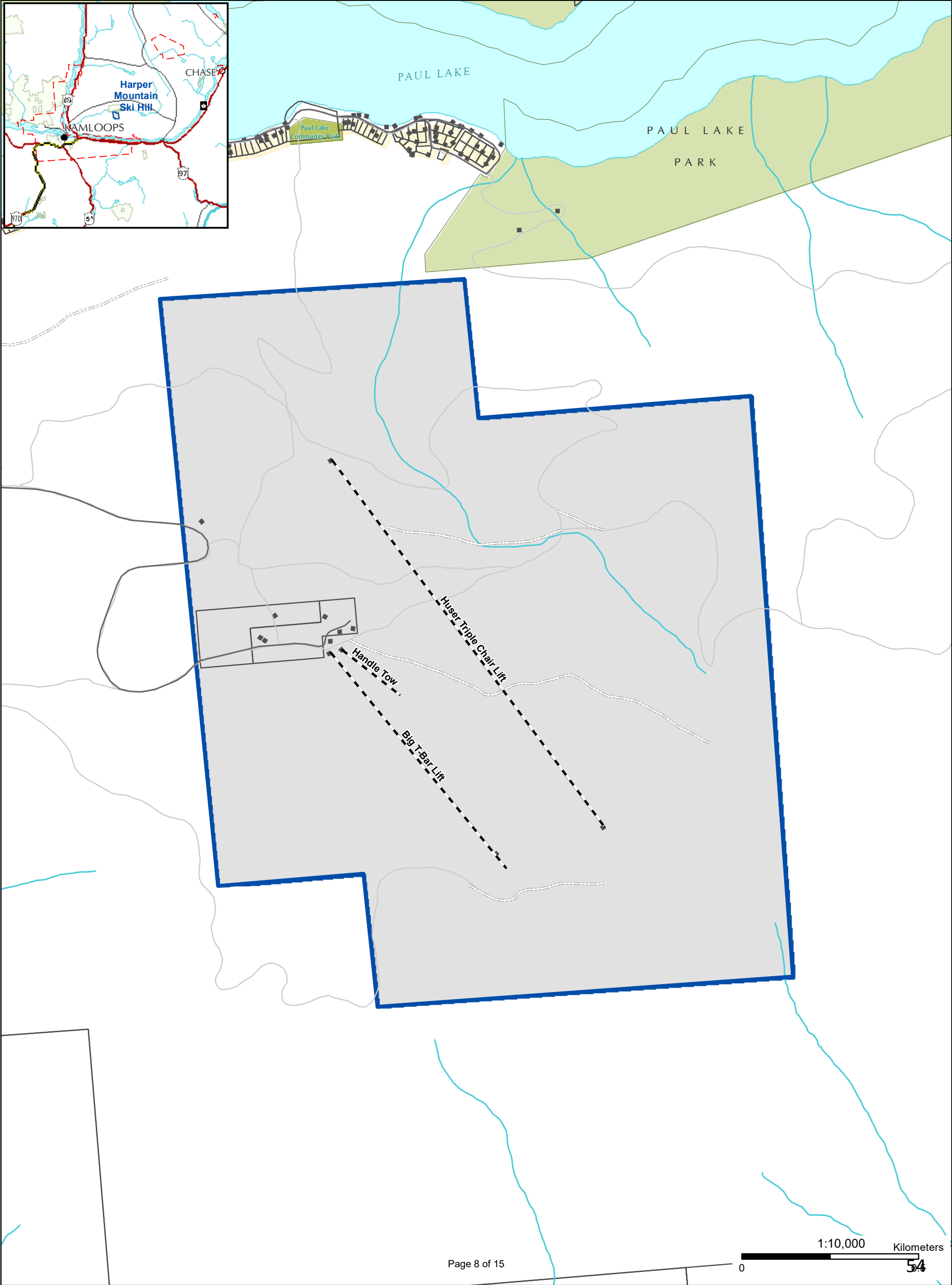
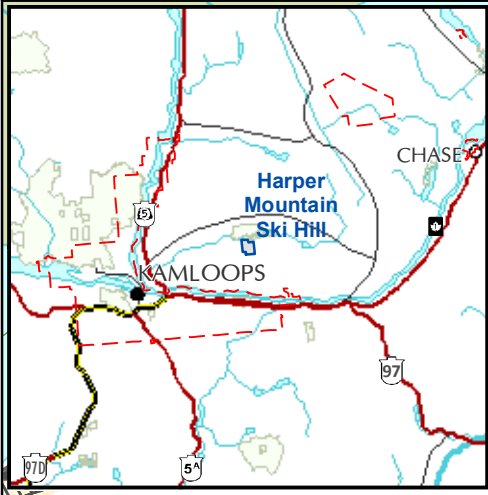


Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)
Harper Mountain Ski Hill



Date: 2024-12-02
Coord. Sys: PCS Albers

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|  Resort Accommodation Area |  Road |  Stream |
|  Ski Lifts |  Resource Road |  All Survey Parcels |
|  Buildings |  TRIM - Gravel Road |  Private Land |



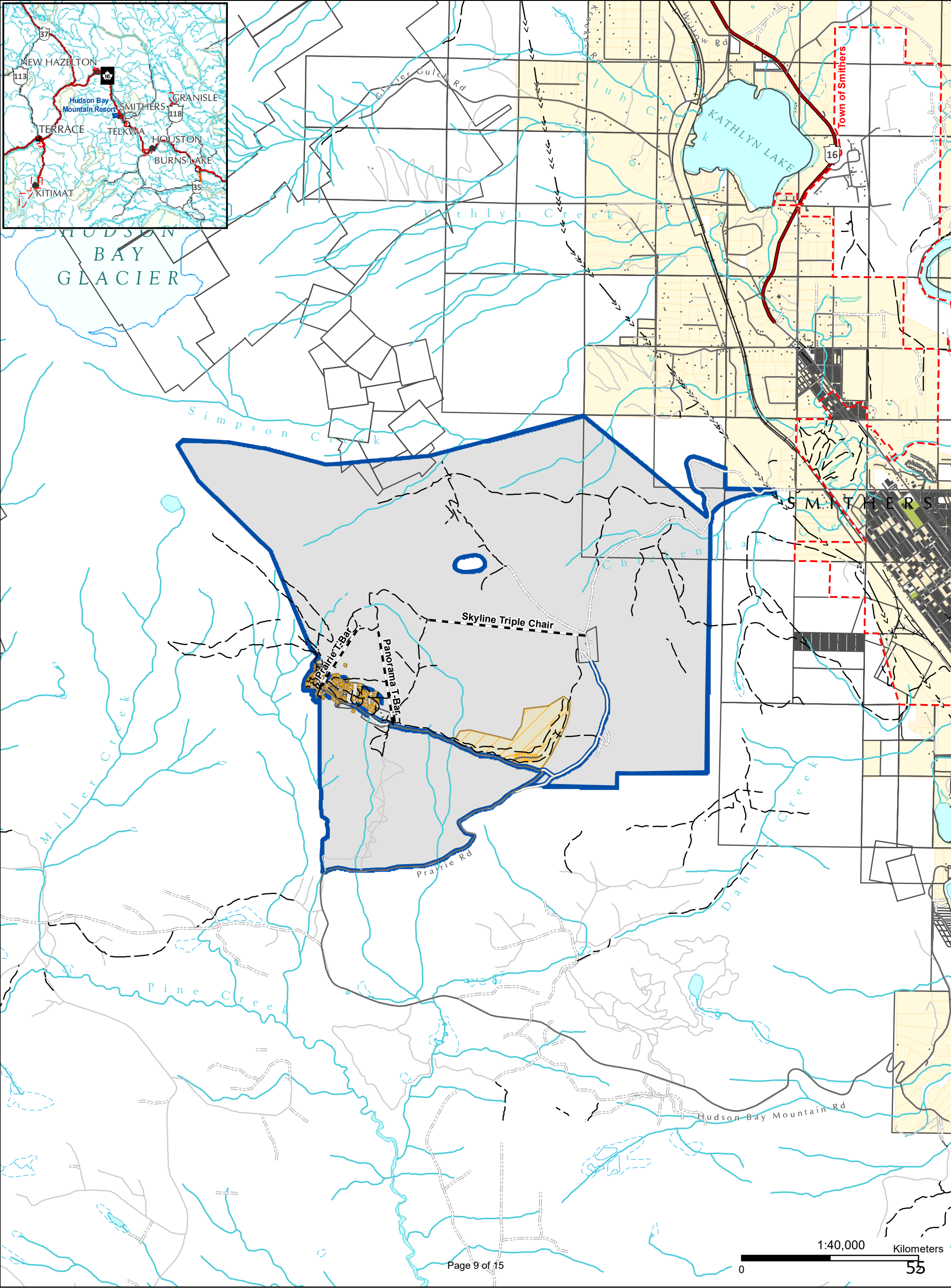
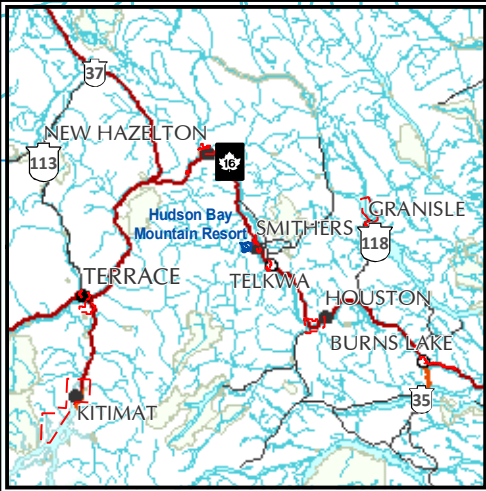
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Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)
Hudson Bay Mountain Resort



Date: 2024-12-02
Coord. Sys: PCS Albers

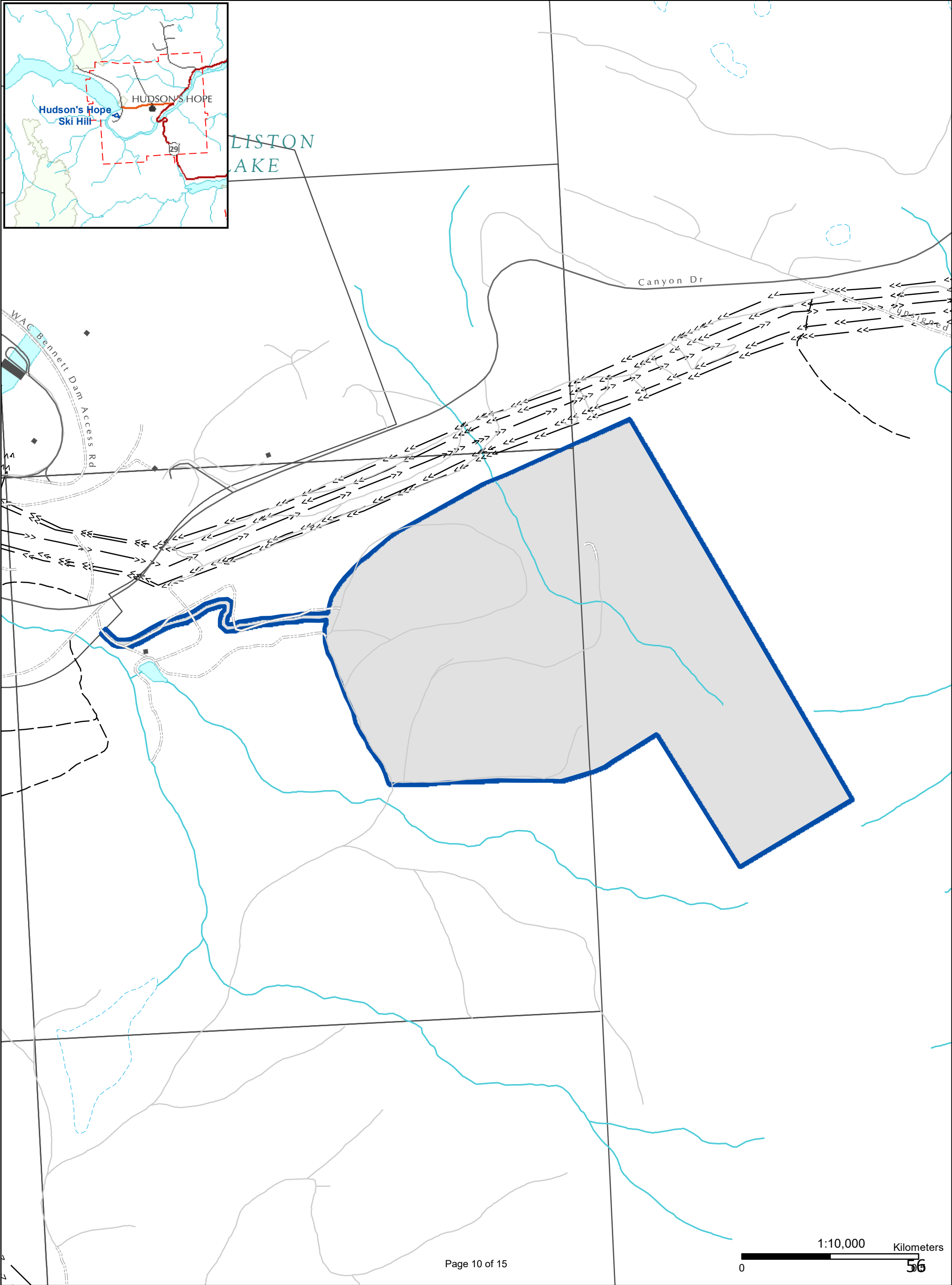
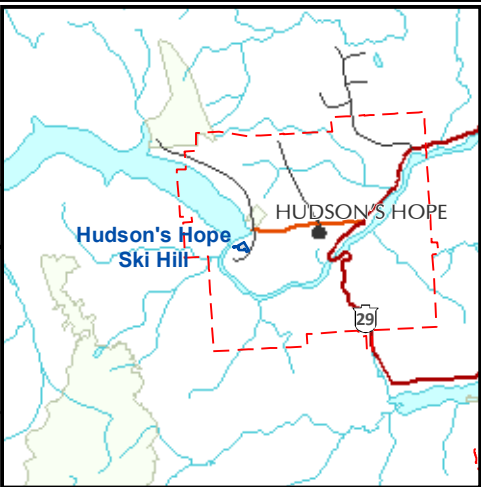
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|---------------------------|-----------|--------------------|--------------------|-------------------------------------|
| Resort Accommodation Area | Buildings | Resource Road | Stream | Private Land within Resort Boundary |
| Municipalities | Road | TRIM - Gravel Road | Waterbody | Private Land |
| Ski Lifts | Trail | Transmission Line | All Survey Parcels | |



Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)

Hudson's Hope Ski Hill

-  Resort Accommodation Area
-  Municipalities
-  Resource Road
-  TRIM - Gravel Road
-  Stream
-  All Survey Parcels

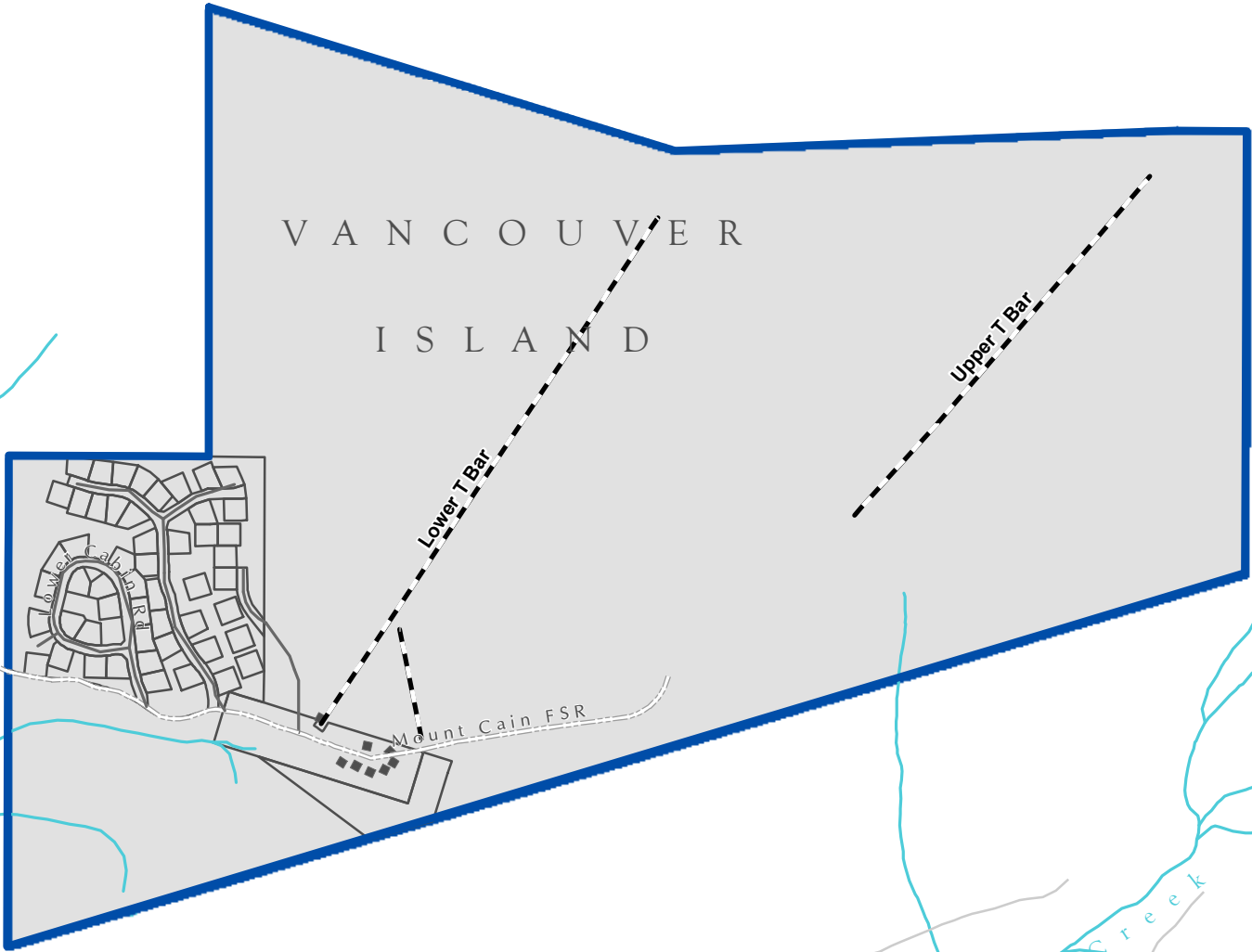
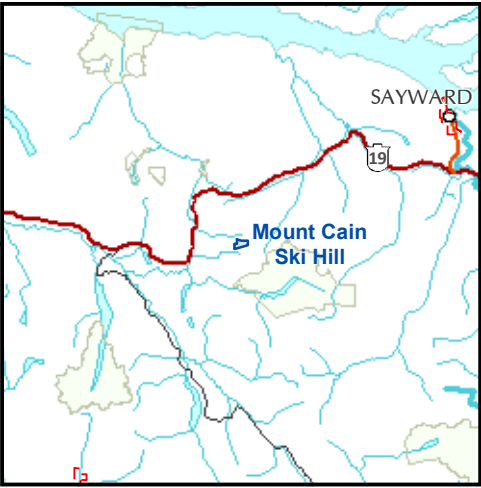


Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)
Mount Cain Ski Hill



Date: 2024-12-02
Coord. Sys: PCS Albers

- | | | | | | |
|--|---------------------------|--|--------------------|--|--------------------|
| | Resort Accommodation Area | | Road | | Stream |
| | Ski Lifts | | Resource Road | | Waterbody |
| | Buildings | | TRIM - Gravel Road | | All Survey Parcels |



Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)
Mount Timothy Ski Resort

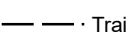


Date: 2024-12-02
Coord. Sys: PCS Albers

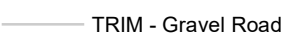
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Resort Accommodation Area
- 

Ski Lifts
- 

Buildings
- 

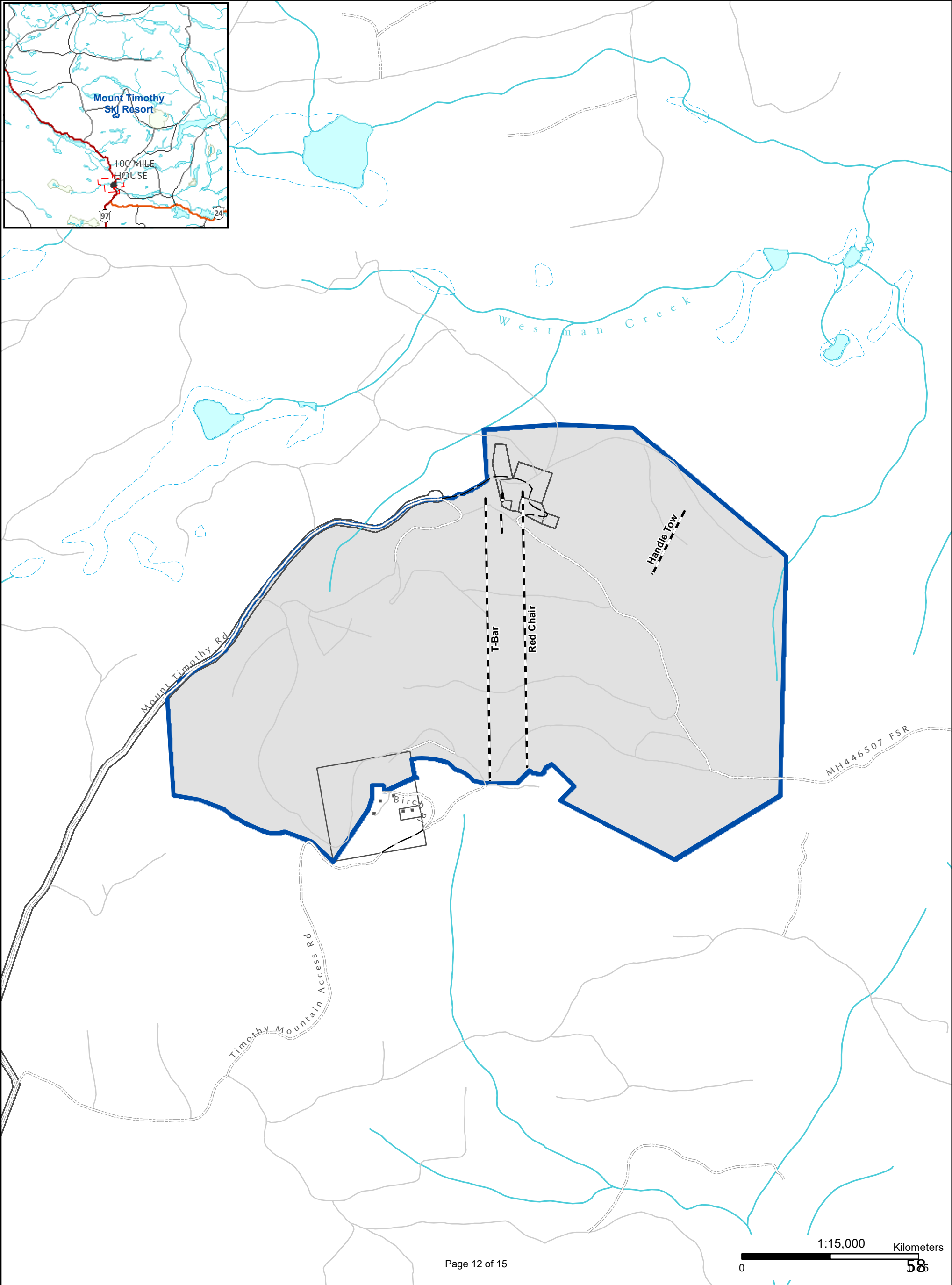
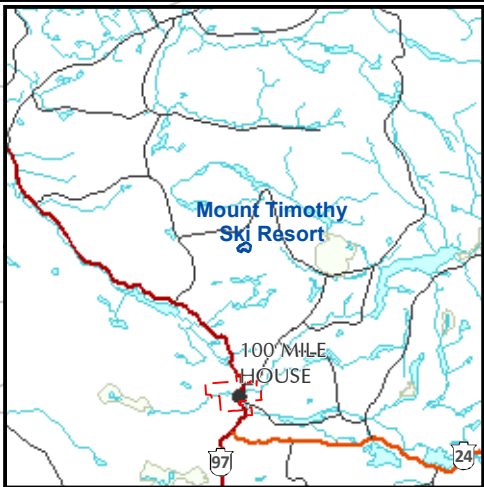
Trail
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Resource Road
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TRIM - Gravel Road
- 

Stream
- 

All Survey Parcels

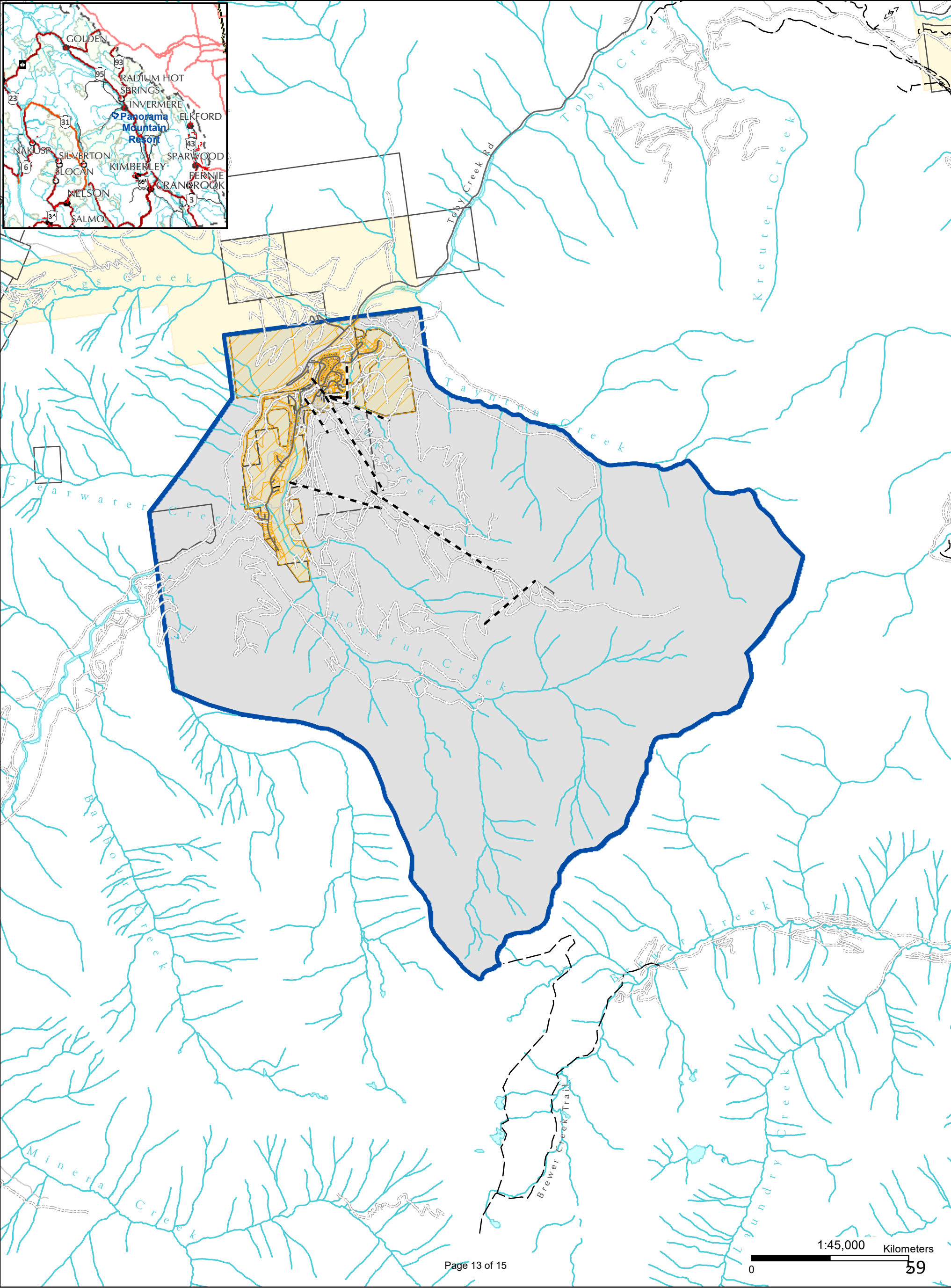
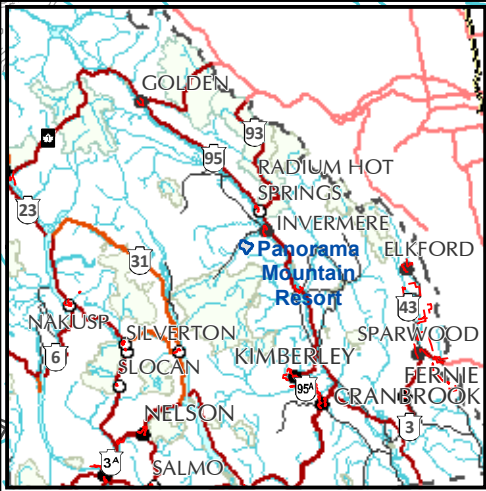
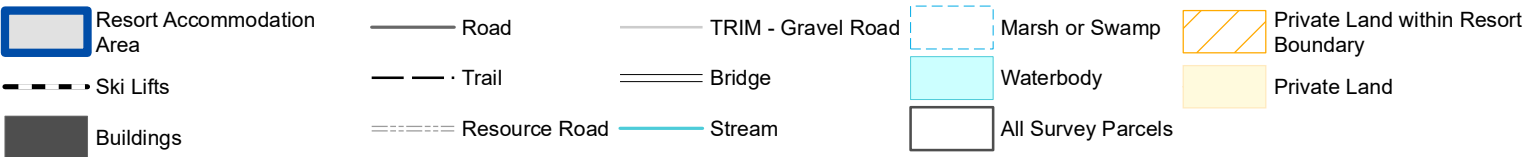


Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)

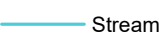
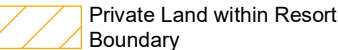
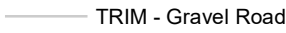
Panorama Mountain Resort

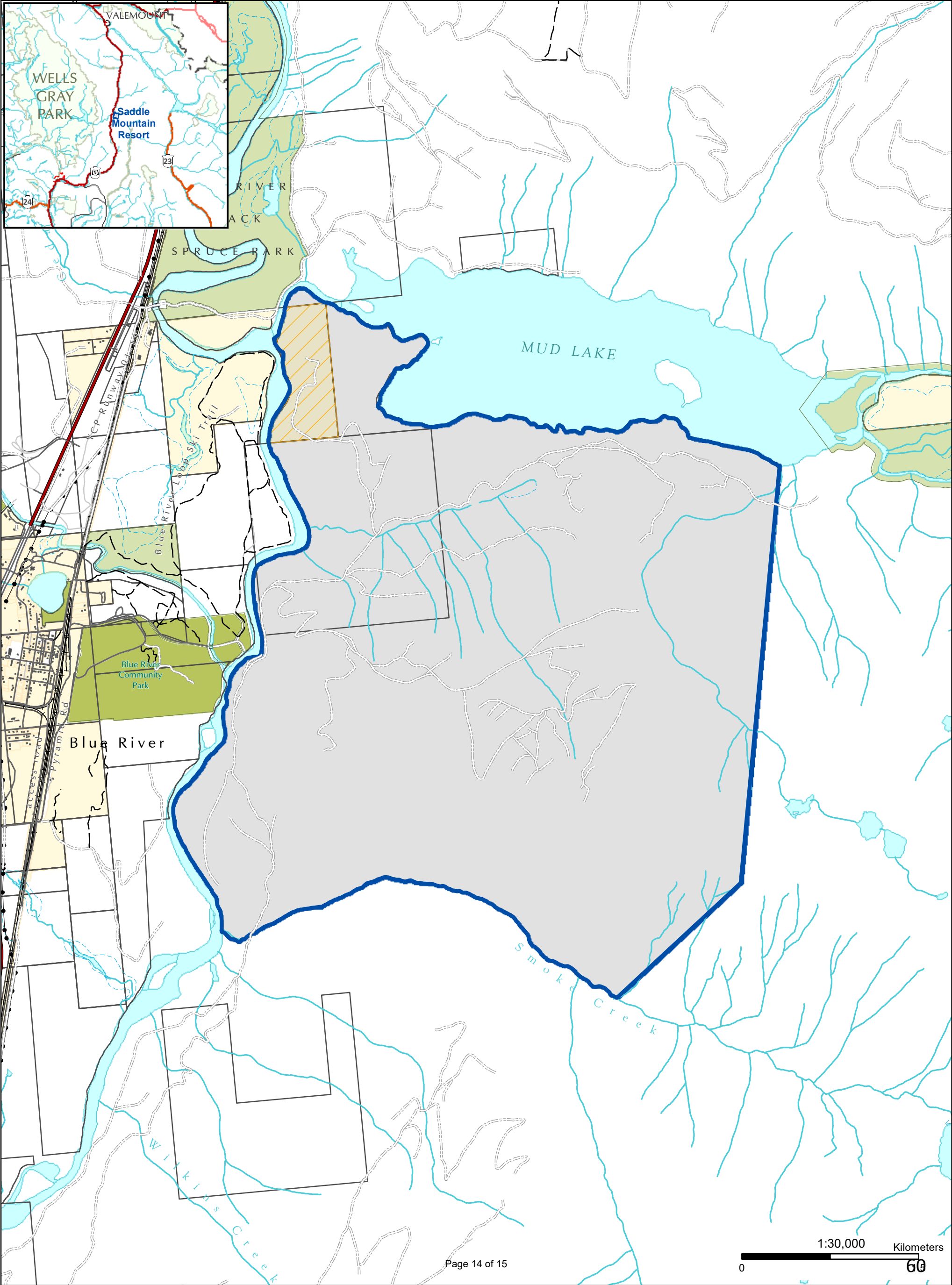


Date: 2024-12-02
Coord. Sys: PCS Albers



Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)
Saddle Mountain Resort

- | | | |
|--|--|---|
|  Resort Accommodation Area |  Stream |  All Survey Parcels |
|  Resource Road |  Marsh or Swamp |  Private Land within Resort Boundary |
|  TRIM - Gravel Road |  Waterbody |  Private Land |



Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)

Wapiti Ski Hill



Date: 2024-12-02
Coord. Sys: PCS Albers

- Resort Accommodation Area

Municipalities

Ski Lifts

Buildings

Road

Trail

Resource Road

TRIM - Gravel Road

Stream

All Survey Parcels

Private Land
-
-
- 1:10,000 Kilometers
- Page 15 of 15
- Document Path: W:\tsa\kam\Projects\Short-Term Rental Reg\STR_SkiResortMaps_Tabloid_Portrait.mxd

REQUEST FOR DECISION

To: Local Trust Committees **For the Meeting of:** March 17, 2026
From: Legislative and Information Services **Date Prepared:** February 26, 2026
Copy: Nadine Mourao,
Legislative Clerk / Deputy Secretary Northern Office
SUBJECT: Public Notification Bylaw

RECOMMENDATION:

1. That the Denman Local Trust Committee rescind third reading of Bylaw No. 259, cited as “Denman Local Trust Committee Public Notification Bylaw No. 259, 2025”.
2. That the Denman Local Trust Committee amend Bylaw No. 259, cited as “Denman Local Trust Committee Public Notification Bylaw No. 259, 2025” by deleting “in publications locally produced and distributed on Denman Island” and replacing with “in a newspaper that publishes at least once a month on Denman Island”.
3. That the Denman Local Trust Committee give Bylaw No. 259 cited as “Denman Local Trust Committee Public Notification Bylaw No. 259, 2025”, Third Reading, as amended.
4. That the Denman Local Trust Committee forward Bylaw No. 259 cited as “Denman Local Trust Committee Public Notification Bylaw No 259, 2025” to the Islands Trust Executive Committee for consideration of approval.

DIRECTOR COMMENTS:

1 PURPOSE:

To amend Bylaw No. 259 cited as “Denman Local Trust Committee Public Notification Bylaw No. 259, 2025” prior to forwarding to Executive Committee for consideration of approval to clarify and broaden the newspaper publication requirement in order to ensure clarity, enforceability, and consistency with legislative requirements.

2 BACKGROUND:

Bylaw No. 259 received first, second, and third readings and was subsequently forwarded to the Executive Committee for consideration of approval prior to adoption.

Upon review, the Director of Legislative Services and the Director of Planning identified concerns with the current wording requiring publication in a “local” newspaper.

Specifically:

- The term “local” is not defined in the bylaw and may be open to interpretation;

- The wording could become impractical or unenforceable if the named or implied publisher ceases operations on Denman Island or relocates; and
- The requirement may be unnecessarily restrictive by tying publication to a particular producer rather than circulation within the community.

The proposed amendment replaces the current language with “in a newspaper that publishes at least once a month on Denman Island”.

This wording:

- Removes ambiguity associated with the term “local”;
- Focuses on circulation and availability on Denman Island rather than place of production;
- Ensures compliance with legislative notice requirements;
- Provides flexibility should publishers change ownership, location, or operational structure; and
- Maintains accessibility of notice to the community.

The amendment is administrative in nature and does not alter the intent or substance of the bylaw. As the bylaw has not yet been adopted, the Local Trust Committee may rescind third reading, amend the bylaw, give third reading as amended, and forward to Executive Committee for approval.

3 RELEVANT POLICY(S):

- [Section 94 and Section 94.2 of the Community Charter](#)
- [Community Charter Public Notice Regulation](#)
- [Trust Council Policy 4.1.16 Model Public Notice Bylaw](#)

4 ATTACHMENT(S):

- Proposed Bylaw 259

RESPONSE OPTIONS

Recommendation:

1. That the Denman Local Trust Committee rescind third reading of Bylaw No. 259, cited as “Denman Local Trust Committee Public Notification Bylaw No. 259, 2025”.
2. That the Denman Local Trust Committee amend Bylaw No. 259, cited as “Denman Local Trust Committee Public Notification Bylaw No. 259, 2025” by deleting “in publications locally produced and distributed on Denman Island” and replacing with “in a newspaper that publishes at least once a month on Denman Island”.
3. That the Denman Local Trust Committee give Bylaw No. 259 cited as “Denman Local Trust Committee Public Notification Bylaw No. 259, 2025”, Third Reading, as amended.
4. That the Denman Local Trust Committee forward Bylaw No. 259 cited as “Denman Local Trust Committee Public Notification Bylaw No 259, 2025” to the Islands Trust Executive Committee for consideration of approval.

Alternative:

As directed by the Denman Local Trust Committee.

Prepared By: Nadine Mourao, Legislative Clerk

Reviewed By/Date: David Marlor, Director, Legislative and Information Services/February 26, 2026

PROPOSED

**DENMAN ISLAND LOCAL TRUST COMMITTEE
PUBLIC NOTIFICATION BYLAW
BYLAW NO. 259**

A Bylaw to provide for an alternative means of publishing a public notice.

WHEREAS pursuant to section 94.2 of the Community Charter, the Denman Island Local Trust Committee may adopt a Bylaw to provide an alternative means of publishing a public notice;

AND WHEREAS, pursuant to section 94.2(3) of the Community Charter and section 2 of the Public Notice Regulation, B.C. Reg. 52/2022, the Denman Island Local Trust Committee considers the means of publication set by this Bylaw to be reliable, suitable for providing notices, and accessible;

NOW THEREFORE, the Denman Island Local Trust Committee in open meeting assembled, enacts as follows:

1. This bylaw may be cited as "Denman Island Local Trust Committee Public Notification Bylaw No. 259, 2025".
2. The means of publication for public notice requirements under the Community Charter, Local Government Act, or any other enactment may be given by the following methods:
 - (i) electronically by posting the notice on the Islands Trust website; and
 - (ii) [in publications locally produced and distributed on Denman Island in a newspaper that publishes at least once a month on Denman Island.](#)

READ A FIRST TIME THIS 16TH DAY OF DECEMBER ,2025

READ A SECOND TIME THIS 16TH DAY OF DECEMBER ,2025

READ A THIRD TIME THIS 16TH DAY OF DECEMBER ,2025

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS
_____ DAY OF _____ ,202_

ADOPTED THIS
_____ DAY OF _____ ,202_

PROPOSED

Chairperson

Secretary



Denman Local Trust Committee

Open Applications

Report

Print Date: March 10, 2026

Agricultural Land Reserve

Application Number	Applicant Name	Date Received	Address	Purpose
PLALR20250304		7/28/2025	4101 PINECREST RD, DENMAN ISL	To permit additional agricultural related activity and sales of apple related products (ALC - #104681)
Planner		Status	Most Recent Completed Activity	
Rob Pingle		Approved	Upload LTC response to ALR Portal	

Development Permit

Application Number	Applicant Name	Date Received	Address	Purpose
PLDP20250268	Alvin Tsoi	7/10/2025	0 THE POINT RD, DENMAN ISLAND	The proposed development transforms the east upper slope into a vineyard-centric agri-tourism destination, integrating agricultural production with limited residential and visitor-focused activities.
Planner		Status	Most Recent Completed Activity	
Marlis McCargar		Under Review	Generate Complete Application Letter	

Denman

Application Number	Applicant Name	Date Received	Address	Purpose
PLDP20250156	Brittany Briana Smi	4/10/2025	1840 HILBERRY LANE, DENMAN IS	Application for a DP for construction of home and power shed at 1840 Hilberry Lane.
Planner		Status	Most Recent Completed Activity	
Ian Cox		Approved w/Conditions	Record LTC Decision/Update FUAL	

Development Variance Permit

Application Number	Applicant Name	Date Received	Address	Purpose
PLDVP20250348	Phil Tripp	8/25/2025	0 LACON RD, DENMAN ISLAND, B	This application is to allow for the construction of a small retaining wall along the property line to serve as the base for a fence. Given the archaeological nature of the site, digging in fence posts is not an option. This L-shapde retaining wall will be poured on the surface and secured with fill.
Planner		Status	Most Recent Completed Activity	
Ian Cox		Local Trust Committee	Assign to LTC Meeting	

Denman

Rezoning

Application Number	Applicant Name	Date Received	Address	Purpose
PLRZ20250464	Paul Weyer	11/26/2025	4100 PINECREST RD, DENMAN ISL	The 3Ravens Land Co-operative, commonly known as 3Ravens, is intended to be a non-profit affordable housing land share limited equity co-operative with eight households established under the BC Co-operatives Act. It will be financed and managed by Members. There is one existing house, well and approved septic on the property. The properties detailed title information is: Legal Desc: LOT 5, PLAN VIP89027, SECTION 25, NANAIMO LAND DISTRICT, & SEC 30 DENMAN ISLAND PID: 028-639-928 Civic Address: 4100 Pinecrest Rd, Denman Island, BC V0R 1T0 We are requesting that the Islands Trust rezone the current 15.16 acre R2 property to a new custom affordable housing zone that has a maximum combined housing and outbuilding footprint, or combined floor area. This custom zone would have eight affordable housing units (including the existing house), regulated by a Housing Agreement held with the Islands Trust, the 3Ravens co-operative, and be on the land title. The land title will be transferred to the 3Ravens non-profit co-operative effective the same date as the Islands Trust approved rezoning of the property from R2 to the new affordable housing custom zone.
Planner	Status		Most Recent Completed Activity	
Marlis McCargar	Under Review		Generate Complete Application Letter	

Denman

Application Number	Applicant Name	Date Received	Address	Purpose
PLRZ20250368	Simon Palmer	9/12/2025	3661 PIERCY RD, DENMAN ISLAND	Application to amend the Land Use Bylaw to create 8 units of affordable housing on the property
Planner		Status	Most Recent Completed Activity	
Marlis McCargar		Under Review	Generate Complete Application Letter	

Application Number	Applicant Name	Date Received	Address	Purpose
PLRZ20240055		5/30/2024	0 PICKLES RD, DENMAN ISLAND,	Proposed OCP and rezoning of 4 parcels from Forestry to Conservation
Planner		Status	Most Recent Completed Activity	
Marlis McCargar		Local Trust Committee	Record LTC Decision/Update FUAL	

Application Number	Applicant Name	Date Received	Address	Purpose
DE-RZ-2024.1	Bushekin Laura	1/3/2024	5201 DENMAN RD, DENMAN ISLAN	Rezone from 15 to 19 units and allow secondary suites in all main dwellings.
Planner		Status	Most Recent Completed Activity	
Marlis McCargar		Local Trust Committee	Email Applicant of LTC Meeting	

Application Number	Applicant Name	Date Received	Address	Purpose
DE-RZ-2023.1	Andrew John	1/1/2023	7676 KOMAS RD, DENMAN ISLAND	to rezone to replace existing land use contract, which expires soon.
Planner		Status	Most Recent Completed Activity	
Margot Thomaidis		In Progress Rezoning	Determine Next Steps - PL	

Denman

Denman

Siting and Use Permit

Application Number	Applicant Name	Date Received	Address	Purpose
PLSUP20250119	Angus Hayman	3/14/2025	5791 LACON RD, DENMAN ISLAND	Application to construct a house.
Planner		Status	Most Recent Completed Activity	
Ian Cox		Waiting for Submittals	Planning Review	

Application Number	Applicant Name	Date Received	Address	Purpose
PLSUP20250456	MAXWELL LEWIS J	11/20/2025	2325 NORTHWEST RD, DENMAN IS	Quonset (Metal Work shop)
Planner		Status	Most Recent Completed Activity	
Rob Pingle		Waiting for Revisions	Generate Notice of Revisions	

Application Number	Applicant Name	Date Received	Address	Purpose
PLSUP20250357	Valerie Rogers	8/29/2025	5470 LACON RD, DENMAN ISLAND	Morning Wood Farm
Planner		Status	Most Recent Completed Activity	
Rob Pingle		Waiting for Revisions	Generate Notice of Revisions	

Denman

Application Number	Applicant Name	Date Received	Address	Purpose
PLSUP20260089	James Koropatnick	3/2/2026	2941 LACON RD, DENMAN ISLAND	Siting and use permit required for a 3 car personal garage. No commercial, rental, farming, or other non-personal use.
Planner		Status	Most Recent Completed Activity	
Rob Pingle		Under Review	Add Optional Referrals	

Application Number	Applicant Name	Date Received	Address	Purpose
PLSUP20260082	Kristy Shambrook	2/24/2026	[032-544-677] 6800DANES RD	New modular home being built in factory and then placed onto a foundation on Denman Island. We are also doing all the site work preparation before and after the home is placed on the foundation.
Planner		Status	Most Recent Completed Activity	
Rob Pingle		Under Review	Add Optional Referrals	

Application Number	Applicant Name	Date Received	Address	Purpose
PLSUP20250260	Kenneth McLaughlin	7/2/2025	7140 KOMAS RD, DENMAN ISLAND	Proposed 542 Sq. Ft. addition to an existing 1065 Sq. Ft. primary residence to add a bedroom and expanded living room. Proposed new freestanding single car carport (352 Sq. Ft.) / accessory building. Note: please route to Margot Thomaidis, Islands Trust Planner who is familiar with the Komas properties.
Planner		Status	Most Recent Completed Activity	
Margot Thomaidis		In Abeyance	Add Optional Referrals	

Denman

Subdivision				
Application Number	Applicant Name	Date Received	Address	Purpose
DE-SUB-2021.2	Mike Hansen	8/13/2021		PID: 006-660-614 - 13 lot subdivision. Civic address: 4201 Park road, Denman Island, BC.
Planner		Status	Most Recent Completed Activity	
Stephen Baugh		Waiting for Conditions	Record and File PLR	
Application Number	Applicant Name	Date Received	Address	Purpose
PLSUB20250419	Henning Nielsen	10/28/2025	6900 DANES RD, DENMAN ISLAND	Proposed subdivision of Lot 5, 6900 Danes Road. Subdivision potential was created through rezoning DE-RZ-2021.1
Planner		Status	Most Recent Completed Activity	
Marlis McCargar		Under Review	Add Optional Referrals	
Application Number	Applicant Name	Date Received	Address	Purpose
DE-SUB-2022.2	Olivia Bareham	11/9/2022	0 SWAN RD, DENMAN ISLAND, BC	PIDs: 006-657-931 and 017-541-115 Lot line adjustment. Civic address: 2900 Swan Road, Denman Island, BC.
Planner		Status	Most Recent Completed Activity	
Margot Thomaidis		In Abeyance	Generate Complete Application Letter	

Denman

Application Number	Applicant Name	Date Received	Address	Purpose
DE-SUB-2018.2	Evan Wind	10/19/2018		PID: 000-974-081 5 lot subdivision Civic address: 1300 Farley Road, Denman Island, BC. The parent parcel (000-974-081) went through a natural boundary adjustment with the Surveyor Generals office in 2019 or 2020. This cancelled the original lot and created a new lot with an up to date present natural boundary. The new PID is 030-859-166.
Planner		Status	Most Recent Completed Activity	
Marlis McCargar		In Abeyance	Generate Complete Application Letter	

Islands Trust
LTC EXP SUMMARY REPORT F2026
Invoices posted to Month ending January 2026

615 Denman	Invoices posted to Month ending January 2026	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
LTC Local				
65050-615	LTC "Executive Expense on LTC's"	5,329.00	2,233.59	3,095.41
65200-615	LTC - Local Exp - LTC Meeting Expenses	1,760.00	1,305.70	454.30
65210-615	LTC - Local Exp - APC Meeting Expenses	1,190.00	0.00	1,190.00
65220-615	LTC - Local Exp - Communications	850.00	750.00	100.00
TOTAL LTC Local Expense		<u>9,129.00</u>	<u>4,289.29</u>	<u>4,839.71</u>
Projects				
73001-615-4025	Denman Housing Review	15,750.00	4,611.87	11,138.13
73001-615-4143	Denman Amend OCP for technical + First Nations updates	4,000.00	0.00	4,000.00
TOTAL Project Expenses		<u>19,750.00</u>	<u>4,611.87</u>	<u>15,138.13</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.
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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)	September 24, 2013	1	34
				DE-TUP-2016.2	March 31, 2017	1	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
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				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
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				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
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				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;
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				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.
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Active Projects Report

Denman Island

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

Responsible

Dates

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.

Chloe Straw

Rec'd: 19-Jan-2021

Narissa Chadwick

Renee Jamurat

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.

5. *Develop DPA and HCA*

Responsible

Date Received

Explore a Development Permit Area for environmental protection and a DPA or Heritage Conservation Area to support First Nations' review of development proposals affecting archaeological sites, with potential application island-wide or in priority areas.

20-Jan-2026