



Denman Island Local Trust Committee Minutes of Special Meeting

Date: April 17, 2026
Location: Denman Activity Centre
 1111 Northwest Rd, Denman Island, BC

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

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

Others Present: There were approximately 33 members of the public in attendance.

1. CALL TO ORDER

Chair Maude called the meeting to order at 10:00 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

The following addition to the agenda was presented for consideration:

4.1.1 Public Question and Answer Session

By general consent the agenda was approved as amended.

4. BUSINESS ITEMS

4.1 Major Project: Denman Housing (Official Community and Land Use Bylaw) Review Project - Draft Official Community Plan and Land Use Bylaw for Review - Staff Report

The Planner summarized the project process to date and noted next steps include anticipated first reading in May which will trigger the referral process and further community engagement and input.

The Local Trust Committee reviewed the draft language and the following comments were noted:

- Tracking table contains inaccurate use of < and > (greater than / less than)
- Section C.4 Climate Change Adaptation and Mitigation Guiding Objective: language developed for the Gabriola Official Community Plan related to addressing sea water rise, salt water intrusion, and erosion can be added

- Section D.6 The Village – Use and Density: remove policy 6
- Section E.1 Housing:
 - Remove Information Note that follows Policy 17
 - Policy 28 remove reference to limitation of 10 units
 - Policy 28 remove Step Code requirement
 - Policy 30 remove maximum floor area 50m²
- Section E.2 Economic Activities – Home Occupation policy 11: capture principal dwelling unit components
- Land Use Bylaw Definitions:
 - Agritourism: there are two definitions;
 - Guest Accommodation: remove “a total of 45 days in any one calendar year”;
 - Occasional: in reference to markets, change “no more than 45” days to “no more than 52 days”;
 - Height: measured from original grade.
- Land Use Bylaw General Regulations
 - Prohibited in All Zones section 2.2 (a): add term “short-term paying guests”;
 - Section 2.5 (d) Setbacks and Elevations from the Sea: the Planner will look at the total number of lots that would automatically require a variance due to lot size;
 - Section 2.7 (g) Secondary Suites and Secondary Dwelling Units: the Planner will bring back information on costs associated with registering a covenant to prohibit a strata plan;
 - Section 2.17 Home Occupation Regulations / Home Based Guest Accommodation items 21 and 22: leave in “for light meal preparation only”.
- Land Use Bylaw Subdivision Regulations: The Planner will come back with potential options of subdivision or strata to address situations in which unrelated individuals have shared land in which there are several permitted principal dwellings and said individuals might wish to leave homes and property to other family members under individual ownership scenarios.

The meeting was recessed for a break at 11:26 a.m. and reconvened at 11:35 a.m.

4.1.1 Public Question and Answer Session

Members of the public asked questions and made comments about the following topics:

- The terms septic pit and sewer system should be changed to industry standard terms
- The 60-metre distance between residences sited on one property is not always feasible based on lot configuration
- Affordable housing can not be developed on land within the Agricultural Land Reserve
- Alternative dwelling units can not be developed on land within the Agricultural Land Reserve but property owners could have up to four

temporary use sites, such as camping sites, associated with a permitted agritourism operation

- RVs and trailers connected to water and septic systems would not be considered unlicensed derelict vehicles
- All caps on dwelling sizes and setback requirements are subject to variance applications
- Rainwater catchment is not the same as freshwater catchment
- A definition of non-market housing should be included
- The definition of affordable housing should be expanded beyond that provided by the Canadian Housing and Mortgage Corporation.

A Trustee reiterated that further engagement, including a Community Information Meeting and Public Hearing, would be undertaken following first reading of the proposed bylaws.

DE-2026-014

It was MOVED and SECONDED

that the Denman Island Local Trust Committee endorse the revised project charter.

CARRIED

DE-2026-015

It was MOVED and SECONDED

that the Denman Island Local Trust Committee request staff to present draft bylaws for First Reading based on decisions made at the April 17th, 2026 Denman LTC meeting.

CARRIED

5. ADJOURNMENT

By general consent the meeting was adjourned at 12:06 p.m.

David Maude, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder