



Islands Trust

A NOTICE OF A BUSINESS MEETING OF **THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE**
to be held at 10:15 AM on Thursday, May 16, 2013 at the Women's Institute,
476 South Road, Gabriola Island, BC

AGENDA

		Page No.	*Approx. Time*
1.	CALL TO ORDER		10:15 am
2.	APPROVAL OF AGENDA		
3.	MINUTES		
3.1	Local Trust Committee Meeting Minutes of April 18, 2013 – <i>for adoption</i>	1-7	10:20 am
3.2	Section 26 Resolutions Without Meeting – <i>none</i>		
3.3	Gabriola Island Advisory Planning Commission Meeting Minutes - <i>none</i>		
3.4	Mudge Island Advisory Planning Commission Meeting Minutes - <i>none</i>		
3.5	Gabriola Island Agricultural Advisory Commission Meeting Minutes - <i>none</i>		
4.	BUSINESS ARISING FROM MINUTES		
4.1	Follow-up Action List dated May 8, 2013 - <i>attached</i>	8-10	
4.2	Request for Eelgrass Mapping Funding		
4.2.1	Memorandum dated May 9, 2013 regarding Additional Information to the April 11, 2013 Memorandum – <i>to be distributed</i>		
4.2.2	Memorandum dated April 11, 2013 (Received at April 18, 2013 meeting) - <i>attached</i>	11-13	
5.	CORRESPONDENCE		
	<i>"Correspondence specific to an active development application and/or project will be received by the Gabriola Island Local Trust Committee when that application or project is on the Agenda for Consideration"</i>		
5.1	Email dated April 30, 2013 from Len O'Hara regarding Steep Slopes - <i>attached</i>	14	
6.	REPORTS		10:45 am
6.1	Work Program Reports		
6.1.1	Top Priorities Report and Projects List dated May 8, 2013 - <i>attached</i>	15-17	
6.2	Applications Log		
6.2.1	Report dated May 8, 2013 – <i>attached</i>	18-21	
6.3	Trustee and Local Expenses		
6.3.1	Expenses posted to March 31, 2013 – Final for Fiscal Yearend - <i>attached</i>	22	

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|--------|---|-------|----------|
| 7. | NEW BUSINESS | | |
| 8. | TRUSTEES' REPORT | | 11:00 am |
| 9. | CHAIR'S REPORT | | |
| 10. | REGIONAL DIRECTOR'S REPORT | | |
| 11. | DELEGATIONS | | |
| 12. | TOWN HALL SESSION | | 11:10 am |
| 13. | APPLICATIONS AND PERMITS | | |
| 14. | LOCAL TRUST COMMITTEE PROJECTS | | 11:20 am |
| 14.1 | Official Community Plan/Land Use Bylaw Review | | |
| 14.1.1 | Climate Change Policy Implementation
Report dated May 7, 2013 from CitySpaces Consulting- <i>attached</i> | 23-45 | |
| | BREAK | | 12:00 pm |
| 14.1.2 | Agriculture Policies
Agricultural Advisory Commission Recommendations Report
Prepared by Trustee Rudischer - <i>attached</i> | 46-57 | 12:15 pm |
| 14.1.3 | Approved Project Budget for 2013-2014
Memorandum dated May 8, 2013 - <i>attached</i> | 58-60 | |
| 14.1.4 | Gabriola Island Development Permit Area (Riparian Areas) –
Referral Responses to Bylaws Nos.265, 266, 267 and 268
Staff Report dated May 16, 2013 – <i>to be distributed</i> | | |
| 14.1.5 | Gabriola Island Development Permit Area (Riparian Areas)
Referral of Bylaw Nos. 265 and 266 and Trust Council Bylaw No.
150 to the Advisory Planning Commission – <i>for discussion</i> | | |
| 15. | BYLAWS | | |
| 16. | ISLANDS TRUST WEBSITE | | |
| 16.1 | Gabriola Page – <i>attached</i> | 61-63 | |
| 17. | NEXT MEETING:
Thursday, June 27, 2013 at 10:15 a.m. at the Women's Institute, 476
South Road, Gabriola Island, BC | | |
| 18. | TOWN HALL SESSION – <i>time permitting</i> | | |
| 19. | ADJOURNMENT | | 1:15 pm |

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

**MINUTES OF THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE MEETING
HELD ON THURSDAY, APRIL 18, 2013 AT 10:15 AM
AT THE WOMEN'S INSTITUTE
476 SOUTH ROAD, GABRIOLA ISLAND, BC**

MEMBERS PRESENT:

David Graham, Chair
Gisele Rudischer, Local Trustee

STAFF PRESENT:

Courtney Simpson, Regional Planning Manager
Jessie Sherk, Recorder

MEDIA AND OTHERS PRESENT:

2 media representatives were in attendance

REGRETS

Sheila Malcolmson, Local Trustee

1. CALL TO ORDER

Chair Graham called the meeting to order at 10:15 am. He introduced staff and trustees and acknowledged that the meeting is being held in the traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The agenda was adopted by consensus.

3. MINUTES

3.1 *Local Trust Committee Meeting Minutes of March 14, 2013*

The minutes of the March 14, 2014 Gabriola Island Local Trust Committee meeting were reviewed and adopted by consensus with the following amendments:

- On page 1, move Howard Houle from "Staff Present" to "Media and Others Present".
- Typos on Page 4 and 7 – were not specified
- Page 6, last sentence replace "body" with "person at the ministry"
- Page 7, Chairs Report, change "meeting" to "working with" in first sentence and delete all following sentences.
- Page 8, 14.1.3, second paragraph change "appeal to" to "be easily

understood by” in first sentence.

- 3.2 *Section 26 Resolutions Without Meeting – none*
- 3.3 *Gabriola Island Advisory Planning Commission Meeting Minutes – none*
- 3.4 *Mudge Island Advisory Planning Commission Meeting Minutes – none*
- 3.5 *Gabriola Island Agricultural Advisory Commission Meeting Minutes – none*

4. **BUSINESS ARISING FROM MINUTES**

4.1 *Follow-up Action List dated April 9, 2013*

Regional Planning Manager Simpson reviewed the Follow-up Action List highlighting the meeting with the Ministry of Transportation and Infrastructure regarding signage on the bottom of page 14. She noted that there was an annual staff meeting on Tuesday and they now have a better idea of who to talk to, and that this is ongoing.

There was also discussion regarding the Development Approval Information Bylaw. Regional Planning Manager Simpson will look into sending the draft to the trustees.

Also noted was the possibility of waiting to send the trustee newsletter until the upcoming Community Information Meeting was scheduled and could be advertised in it.

5. **CORRESPONDENCE**

“Correspondence specific to an active development application and/or project will be received by the Gabriola Island Local Trust Committee when that application or project is on the Agenda for Consideration”

5.1 *Email dated March 13, 2013 from Joyce Babula regarding Building Regulations*

Received.

There was a discussion about the process of sending emails to the Trustees. It was noted that the Trustees would like to have emails sent to them as soon as they are received rather than wait for them to appear on the next agenda

5.2 *Email dated March 18, 2013 from Roxanne Davern regarding Garbage Concerns*

Received.

- 5.3 *Email dated March 19, 2013 from Arlene Yardley regarding Emcon Tree Cutting*

Received.

6. REPORTS

6.1 *Work Program Reports*

6.1.1 *Top Priorities Report and Projects List dated April 9, 2013*

The Top Priorities Report and Projects list was discussed. A typo was noted in the acronym for Integrated Watershed Shoreline Mapping, it should read IWSM not ISWM. There was discussion about removing Number 1 – Integrated Watershed and Shoreline Mapping Workshop from the list, as it is complete.

GB-041-2013 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee remove Integrated Watershed and Shoreline Mapping Workshop from the Top Priorities List.

CARRIED

6.2 *Applications Log*

6.2.1 *Report dated April 9, 2013*

The report was discussed.

6.3 *Trustee and Local Expenses*

6.3.1 *Expenses posted to March 31, 2013*

The expense report was reviewed.

7. NEW BUSINESS

7.1 *Renewable Energy Technologies in the Trust Area – Ocean Based Geo-Exchange Systems Memorandum dated February 25, 2013*

Received.

7.2 *Advisory Planning Commission Expressions of Interest – discussion*

Regional Planning Manager Simpson let the trust committee know that there has been one expression of interest.

7.3 *Request for Eelgrass Mapping Funding Memorandum dated April 11, 2013*

The budget for Eelgrass Mapping was discussed as well as how it will impact other work in the Official Community Plan. Trustee Rudischer brought up the concern that there are other more important things on the priority list that require funding. It was decided that this would be looked at again next month and deferred to the next meeting.

7.4 *Approved Project Budget for 2013-2014 Memorandum dated April 4, 2013*

The budget was reviewed and discussed. It was agreed that more detail is needed.

8. TRUSTEES' REPORT

None.

9. CHAIR'S REPORT

Chair Graham noted that he attended the Annual General Meeting of the Association of Vancouver Island and Coastal Communities as well as two presentations, one on Genetically Modified Organisms and the other on BC Hydro Smart Meters.

10. REGIONAL DIRECTOR'S REPORT

None.

11. DELEGATIONS

None.

12. TOWN HALL SESSION

None.

13. APPLICATIONS AND PERMITS

None.

14. **LOCAL TRUST COMMITTEE PROJECTS**

14.1 *Gabriola Island Development Permit Area (Riparian Areas)*

14.1.1 *Community Information Meeting*

Regional Planning Manager Simpson gave a verbal update regarding the Community Information Meeting. There is no set date yet but it will be an evening in May. . She said they will be sure to have someone from the Ministry of Environment at the meeting, and that there will be plenty of information on display for the public. Trustee Malcolmson's email was referred to where she suggests sending a mail-out to affected landowners that does not include a copy of the bylaw. Regional Planning Manager Simpson also noted that a public hearing will be held in June and they can advertise for both at the same time.

GB-042-2013

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee send a mail-out to affected landowners notifying them of the Community Information Meeting and Public Hearing for the Riparian Areas Regulation.

CARRIED

GB-043-2013

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee direct staff to hire a qualified environmental professional for the Community Information Meeting on the Riparian Areas Regulation.

CARRIED

14.1.2 *Visual Aids to Riparian Areas Regulation and Streamside Protection and Enhancement Areas Process Memorandum dated April 4, 2013*

The memorandum was reviewed. It was agreed that the Streamside Protection and Enhancement Area should be included in the visual aid.

14.1.3 *Letter Received April 4, 2013 from John King*

Received.

It was noted that Trustee Rudischer has responded to the letter.

14.2 *Climate Change Policy Implementation*

Regional Planning Manager Simpson gave a verbal update noting that this will be on the next agenda and that she is working closely with the consultants.

14.3 *Official Community Plan/Land Use Bylaw Review Food Security and Farmland Protection*

Food Security and Farmland Protection was discussed with reference to Trustee Malcolmson's notes that had been emailed. It was suggested to

review all the minutes from previous meetings pertaining to this topic and then discuss next month. Trustee Rudischer committed to compiling all those notes and sending to Regional Planning Manager Simpson. The discussion was deferred to next meeting.

15. BYLAWS

None.

16. ISLANDS TRUST WEBSITE

16.1 Gabriola Page

The Islands Trust website was discussed with the following possible changes noted:

- Removal of the Advisory Planning Commission call for expression of interest.
- Cleaning up the Latest News section of anything old.
- Removal of Communication Towers information.

17. CLOSED MEETING

GB-044-2013

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee close the meeting to the public to discuss matters pursuant to Section 90(1)(a) of the Community Charter to consider an appointment to the Advisory Planning Commission and that staff be invited to attend this meeting.

CARRIED

Chair Graham closed the meeting at 11:00 am

Chair Graham reconvened the meeting at 11:10 am

18. RECALL TO ORDER

Rise and Report from Closed Meeting

The Gabriola Island Local Trust Committee appointed Robert Andrew Ferris to the Advisory Planning Commission for a term ending on June 28, 2014.

19. NEXT MEETING

The next meeting of the Gabriola Island Local Trust Committee is Thursday, May 16, 2013 at 10:15 am at the Women's Institute, 476 South Road, Gabriola Island, BC

20. TOWN HALL SESSION

One of the media representatives asked if it was possible to have a list of the resolutions emailed to them after each meeting. It was decided that they should just contact the office as needed for the resolution wording.

21. ADJOURNMENT

The meeting was adjourned at 11:15 am by consensus.

Recorder

Chair



Islands Trust

Follow Up Action Report w/ Target Date

Gabriola Island Jan-27-2011

No.	Activity	Responsibility	Target Date	Status
1	Staff directed to do the following with respect to Snuneymuxw First Nation: 1) Staff to work with Snuneymuxw First Nation staff to finalize joint letter seeking funding for archaeological mapping and bring letter to an LTC meeting before sending. 2) GBLTC to host and invite Snuneymuxw First Nation Councilor Geraldine Manson to make a storytelling presentation on Gabriola.	Courtney Simpson	May-19-2011	On Going

Apr-19-2012

No.	Activity	Responsibility	Target Date	Status
1	Trustee Malcolmson to write to the Chief of the Snuneymuxw First Nation to discuss funding ideas in the memorandum from staff dated April 3, 2012.	Courtney Simpson	May-11-2012	On Going

Jul-26-2012

No.	Activity	Responsibility	Target Date	Status
1	The LTC requests staff advice on how to address areas of potentially problematic soils, shoreline erosion, and localized areas of steep terrain in future LTC project work	Courtney Simpson	Jan-31-2013	On Going

Oct-04-2012

No.	Activity	Responsibility	Target Date	Status
1	Trustee Malcolmson to draft a letter from the LTC to the Regional District of Nanaimo based on the October 3, 2012 draft letter and attach a list of relevant OCP policies	Courtney Simpson	Nov-01-2012	On Going

Nov-01-2012

No.	Activity	Responsibility	Target Date	Status
1	Staff directed to prepare a draft DAI bylaw consistent with the Trust Council Model Bylaw and the Galiano DAI bylaw and to prepare a draft bylaw to amend the OCP to designate circumstances and/or areas for which DAI may be required.	David Marlor Courtney Simpson	Nov-29-2012	Done
1	Bylaw enforcement staff requested to provide a report on methods for proactive enforcement on advertised unlawful dwellings, as that is the point they are most likely to be unoccupied.	Miles Drew	Feb-21-2013	On Going
1	Bylaw enforcement staff requested to provide a report on proactive enforcement of unlawful foreshore structures.	Miles Drew	Feb-21-2013	On Going

Jan-17-2013

No.	Activity	Responsibility	Target Date	Status
1	Submit DAI bylaws to Executive Committee in preparation for September 2013 Trust Council.	Courtney Simpson	Sep-30-2013	On Going

Feb-21-2013

No.	Activity	Responsibility	Target Date	Status
1	The trustees invite Silva Bay comment, via a newsletter, on the proposed National Marine Conservation Area Reserve proposed boundary, and return the January 24, 2013 memo to the GBLTC April business meeting agenda Updated April 18/13: newsletter deferred until RAR CIM can be advertised at same time.	Becky McErlean Gisele Rudischer	Mar-15-2013	On Going
1	The LTC releases up to \$600 from its Local Expense account 65220 620 for trustee newsletter printing and postbox mailing April 18/13 update: newsletter deferred	Nancy Roggers	Mar-29-2013	On Going
1	Staff requested to schedule a Community Information Meeting to introduce the proposed Bylaws 265, 266, 267 and 268 and invite Ministry of Environment staff to attend in a resource capacity. This meeting is to be held several weeks ahead of the public hearing. April 18 LTC meeting update: send a mailing to affected landowners notifying them of the CIM and PH for the RAR, and look into hiring a QEP to present the	Courtney Simpson Theresa Warren	May-31-2013	Done

CIM as well, from Gabriola if possible.

Mar-14-2013

No.	Activity	Responsibility	Target Date	Status
1	Staff directed to allocate up to \$200 for RAR graphics	Nancy Roggers Courtney Simpson	Mar-31-2013	Done
1	Staff requested to draft a letter for the LTC Chair's signature conveying to the MoTI that using a rotary pruner for aerial pruning in the road right-of-way is damaging, and inconsistent with OCP objectives 7.1.9 and E, and inconsistent with the Letter of Agreement between the MoTI and the Islands Trust on Road Standards, Classification and MoTH/IT Consultative Process in the Islands Trust Area (reference E, 2b, page 14)	Marnie Eggen	Apr-19-2013	On Going
1	Staff directed to schedule a meeting with MoTI staff for the Chamber of Commerce to discuss signage in the road right-of-way	Courtney Simpson	Jun-30-2013	On Going
1	LTC to host a forage fish habitat mapping workshop and request staff advice on how to contract for that and coordinate with the "forage fish assessment item 1.4.4" approved in the 2013/14 Trust Council budget.	Courtney Simpson	Sep-30-2013	On Going

Apr-18-2013

No.	Activity	Responsibility	Target Date	Status
1	Trust Fund Board request to fund Eelgrass Mapping deferred to May 16th LTC meeting agenda with request for more information on how mapping for other LTC's has been funded.	Courtney Simpson	May-16-2013	On Going
1	RAR graphics to be altered to label SPEA and show it with a squiggly line instead of a straight one.	Courtney Simpson	May-16-2013	On Going
1	Compilation of Agriculture Advisory Commission recommendations in food security for next meeting agenda.	Gisele Rudischer	May-16-2013	Done



Memorandum

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Date: April 11, 2013

File Number: 5020-20 (Gabriola
Eelgrass Mapping)

To: Gabriola Island Local Trust Committee
For meeting of April 18, 2013

From: Christine Rikley, Islands Trust Fund
Courtney Simpson, Local Planning Services

Re: Gabriola Island Local Trust Area Eelgrass Mapping - Funding

Purpose

To request the Gabriola Island Local Trust Committee (LTC) commit \$4,000 from the LTC's 2013-2014 budget to eelgrass mapping in the Gabriola Island Local Trust Area, a collaborative initiative of the Islands Trust, Islands Trust Fund, and Seagrass Conservation Working Group.

Background

The recently released Audit of Biodiversity in B.C. (Office of the Auditor General of B.C.) highlighted the importance of collecting sufficient and reliable information on species distribution in order to make well-informed decisions about conserving biodiversity. With sensitive ecosystem mapping completed on Gabriola (2008-2010), the LTC has access to adequate biodiversity distribution data for terrestrial species. However, a gap in data exists for shoreline and marine biodiversity. In consideration of this, the LTC passed the following resolution (November 1, 2012):

GB-104-2012 It was MOVED and SECONDED that the Gabriola Island Local Trust Committee seek staff advice on completing eelgrass mapping as described in Topographics' email dated October 31, 2012.

CARRIED

Staff have consulted with Laura-Jean Kelly from Topographics Landscape Architecture and will be working with her to incorporate existing community eelgrass mapping into final mapping products.

Eelgrass is a critical nearshore habitat for birds, mammals, invertebrates and commercial and non commercial fish. Eelgrass beds are also an important carbon sink. Contaminates and development pressures from shoreline land use threaten eelgrass ecosystems and the species they support. Eelgrass mapping will support the LTC and Trust Fund Board in making science-based decisions about land use and conservation that preserve Gabriola's eelgrass ecosystems. Eelgrass mapping will serve as baseline inventories from which we can monitor the effects of conservation activities, such as the proposed National Marine Conservation Area, as

well as human impacts, such as potential increased tanker traffic. Eelgrass mapping will also enable marine conservation groups to identify areas ideal for eelgrass restoration.

In 2012, the Islands Trust Fund and Seagrass Conservation Working Group, with financial assistance from some local trust committees and outside funders, mapped eelgrass in the following areas:

- North and South Pender;
- Thetis and associated islands (except Valdes);
- Gambier; Lasqueti; and,
- Mayne.

In 2013, the partnership aims to map eelgrass in the following areas:

- Galiano and associated islands;
- Valdes;
- Gambier associated islands;
- Bowen island; and,
- Gabriola and associated islands.

Eelgrass Mapping in the Gabriola Island Local Trust Area

Data for eelgrass mapping will be collected by boat with the aid of a towed underwater camera. The mapping will be completed to a Level 1 standard as defined in “Methods for Mapping and Monitoring Eelgrass Habitat in British Columbia (Dec 2002)”, available through the Community Mapping Network, and as modified through a methodology approved by a qualified registered professional biologist. The modifications to the methodology are designed to accommodate modernized mapping techniques and to reduce costs.

The following cost and funding gap analysis is based on an estimated mapping/project cost of \$400/km:

Gabriola and associated islands Eelgrass Inventory Budget

Cost		
Gabriola and associated islands (43.8km)		\$17,520
Revenue		
Islands Trust	\$5,652	
Islands Trust Fund	2,055	
Seagrass Conservation Working Group (grants confirmed)	<u>5,047</u>	
	\$12,754	
Funding gap		\$4,766

The Islands Trust Fund and Seagrass Conservation Working Group aim to close a portion of this funding gap with further grant applications.

Staff Comments / Advice:

The second priority on the LTC work program, the Gabriola Planning Area OCP Review, includes the following topics relevant to eelgrass mapping:

- Implement OCP climate change policies into the LUB (*i.e. given the function of eelgrass beds as carbon sinks*)
- Review OCP and LUB to include protective measures for biodiversity; and
- Review OCP and LUB to improve protection of coastal areas.

OCP Climate Change Policy “e” supports mapping unfragmented forest ecosystems for their value as carbon sinks, and while mapping eelgrass ecosystems are not identified in OCP policy, this is likely because their value as carbon sinks was not recognized in the planning process to adopt those policies.

The 2013-2014 project budget for continuation of the Gabriola Planning Area OCP Review project is \$19,000. Committing \$4,000 to eelgrass mapping would leave \$15,000 in the project budget. Planning staff will provide a separate report with a detailed budget for the project in this fiscal year that will support the expenditure of \$4,000 on eelgrass mapping. This is a unique opportunity to partner with the Trust Fund Board on the project and not be required to pay the full cost of the mapping given other sources of funding.

From: LEN O'HARA [<mailto:windyheights@shaw.ca>]
Sent: April-30-13 11:21 AM
To: northinfo
Subject: Steep Slopes

I apologize for the late response to the High Slope Development Permit. It is my understanding that geotechs recommend removing trees from steep slopes helps prevent tree roots from breaking the rock faces away as has been the cause of a rock slides in locations on Gabriola Island.

During one of the many fires in California a subdivision that was planned to avoid wildfire damage was still stand after fire surrounded the houses. All native vegetation had been removed and replaced with grass. Our own fire department recommends that all native vegetation be remove within 30 feet of the buildings. The Government of B.C explains how fires work on steep slopes

<http://bcwildfire.ca/FightingWildfire/behaviour.htm>.

When I built my home 20 years ago I watched a good program on how fire that climb steep cliffs roll back 100 feet and it was recommended to remove native vegetation for that distance which we did and planted grass.

In nearly 40 years on Gabriola there have been at least 5 people killed in fires that I know of while no one has been killed by rockslides although there is the possility. I know of a couple of people who have fallen from them.

I believe the Islands Trust is creating a legistated fire hazard. As I have discussed different properties we have owned with the Gabriola Fire Chief over the years with good results I don't feel that the Islands Trust will accept responsiblitiy for endangering citizens or their homes. Regards Len O'Hara Gabriola Island resident.



Islands Trust

Top Priorities

Gabriola Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Gabriola Planning Area OCP Review:			Courtney Simpson		On Going
	1) Riparian Areas Regulation					
	2) Rezoning new RDN Parks and ITF nature reserves					
	3) Review and amend OCP & LUB to increase local food security and farmland protection					
	4) Implement OCP climate change policies into LUB					
	5) Consider density transfer affordable housing policies for cottage densities					
	6) Review DP7 form and character guidelines for Village Core, and review OCP/LUB to make Village more pedestrian-friendly					
	7) Update the 2010 build out map and report (including the number of existing and potential residential cottages and a list of forestry parcels with the potential for density transfer)					
	8) Implement First Nations and Archaeological Protection policies, including improved engagement on land use referrals					
	9) Review OCP and LUB to					

include protective measures
for biodiversity

10) Review OCP and LUB to
improve protection of coastal
areas

11) Review OCP and LUB to
protect water quality and
quantity

2	Development Approval Information bylaw	Jun-28-2012	Courtney Simpson	Jun-30-2013	On Going
3	Snuneymuxw First Nation Protocol Agreement Implementation	2013/14 budget for implementation for meeting expenses.	David Marlor Courtney Simpson	Mar-31-2014	On Going



Islands Trust

Print Date: May-08-2013

Projects

Gabriola Island

No.	Description	Activity	Received/Initiated	Status
2	Mudge and DeCourcy Island greenhouse gas emission inventories		Jan-27-2011	On Going
2	DeCourcy Island Official Community Plan Review and Advisory Planning Commission Appointments		Apr-21-2011	On Going
2	Hazardous areas and steep slopes development permit area		Feb-21-2013	On Going



Applications w/ Status - Gabriola Island Status: Open

Applications

Development Permit

File Number	Applicant Name	Date Received	Purpose
GB-DP-2013.1	Mark Bishop	Mar-21-2013	Flat Top Islands Lot 18 Single Family Cottage for seasonal recreational use by owners

Planner: Linda Prowse

Planning Status

Status Date: May-08-2013

Planner reviewing file

Rezoning

File Number	Applicant Name	Date Received	Purpose
GB-RZ-2007.1	Donald and Brad Powell	Feb-16-2007	725 Church Street To rezone a portion of approximately 2 acres from institutional to seniors.

Planner: Courtney Simpson

Planning Status

Status Date: May-08-2013

No new information from applicant

Status Date: Aug-10-2012

Cost Recovery Agreement signed by applicant

Status Date: May-11-2012

Finance Officer working with applicant re Cost Recovery Agreement

File Number	Applicant Name	Date Received	Purpose
GB-RZ-2009.1	Williamson & Associates	Nov-09-2009	Proposed Density Transfer - transfer of lands off South Road (south of 707 park) to lands off Daniel Way in the Locke Bay Development Permit Area to create 10 new lots.

Planner: Courtney Simpson

Planning Status

Status Date: Apr-23-2013

Nothing new - still waiting to hear from applicant

Status Date: Jan-06-2012

Early referral responses sent to applicant, waiting to hear back from applicant on how he wishes to proceed

Status Date: Oct-19-2011

Supplemental information staff report including early referral responses to the LTC for their October 27, 2011 meeting

Subdivision

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2001.1	Centre Stage Holdings Ltd. Planner: Courtney Simpson	Mar-15-2001	To create 49 lots from 2 lots. Revised application for 49 lots.

Planning Status

Status Date: Nov-28-2011

MOTI granted one-year extension to PLA, new expiry date is November 17, 2012

Status Date: Aug-14-2009

Contact with potential agent/new owner of lots within the approved subdivision. Awaiting information from applicant on potential DVP application and/or proceeding with subdivision of remaining lands.

Status Date: Aug-06-2009

Multi stage proposal - applicant has completed density transfer. Staff to send letter to applicant confirming that applicant intends to proceed.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2008.3	C.O. Smythies & Associates Ltd. Planner: Marnie Eggen	Oct-06-2008	To create 6 parcels btwn McCollum & Tait Roads. (PARCEL C (DD 51803I) OF THE NORTH 1/2 OF THE NORTH EAST 1/4 OF SECTION 9, GABRIOLA ISLAND, NANAIMO DISTRICT)

Planning Status

Status Date: Aug-12-2011

Staff reviewed revised plan; parkland ded., no further sub. cov. and frontage relief conditions removed.

Status Date: Jul-20-2011

Applicant submitted new site plan. Plan omits park land dedication. Staff in contact with applicant and RDN regarding

this.

Status Date: Aug-12-2010

Waiting for information from applicant

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2008.4	J.E. Anderson & Associates Planner: Marnie Eggen	Nov-28-2008	Boundary adjustment.

Planning Status

Status Date: Aug-12-2010

please refer to GB-SUB-2001.1 for update

Status Date: Aug-14-2009

see GB-SUB-2001.1

Status Date: Aug-06-2009

File relates to 2001.1 (Centre Stage) and is a boundary adjustment. Requires a DVP. Staff are in discussions with new owner of subject property

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2010.2	Gary and Jane McCollum and Krul Planner: Courtney Simpson	Aug-13-2010	1520 McCollum Road Create 7 parcels

Planning Status

Status Date: Apr-23-2013

File reopened - Correspondence from MOTI says subdivision file is ongoing and that Preliminary Layout Approval has not yet been given

Status Date: Mar-08-2013

Correspondence with MOTI staff - PLA has expired. File to be closed

Status Date: May-03-2012

Correspondence with MOTI staff - applicant intends to submit a revised application. No revised plans have been received yet by MOTI.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2011.1	Williamson & Associates Professional Surveyors	Dec-23-2010	To create 2 parcels on Daniel Way (THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 22, GABRIOLA ISLAND, NANAIMO DISTRICT, EXCEPT PARTS IN PLANS 22029, 30038, 32376 AND VIP54644)

Planner: Marnie Eggen

Planning Status

Status Date: Oct-25-2011

PLA received

Status Date: Aug-22-2011

Referral review completed and sent to MOTI.

Status Date: May-11-2011

Related to GB-RZ-2009.1, but can proceed seperately. Planner currently reviewing file.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2012.2	Don Powell	Oct-24-2012	725 Church Street - subdivision to create one new lot and a remainder lot
Planner: Linda Prowse			

Planning Status

Status Date: Nov-15-2012

Referral report sent to MoTI

Status Date: Oct-26-2012

Planner reviewing file

From: Nicole Ranger
Sent: May-06-13 9:18 AM
To: Courtney Simpson; David Graham; Gisele Rudischer; Sheila Malcolmson; Becky McErlean
Cc: Nancy Roggers
Subject: Gabriola LTC Final Expenses to March 31/13

Islands Trust					
LTC EXP SUMMARY REPORT F2012					
Invoices posted to March 31, 2013 (Final for Fiscal Year End)					
620 Gabriola	Invoices posted to March 31, 2013	Budget	Spent	Balance	
65000 620	LTC "Trustee Expenses"	1,600.00	911.69	688.31	
65200 620	LTC Local Exp LTC Meeting Expenses	4,000.00	5,017.42	(1,017.42)	
65210 620	LTC Local Exp APC Meeting Expenses	2,400.00	1,320.01	1,079.99	
65220 620	LTC Local Exp Communications	1,500.00	1,285.47	214.53	
65230 620	LTC Local Exp Special Projects	2,200.00	724.48	1,475.52	
65240 620	LTC Local Exp Miscellaneous	800.00	-	800.00	
TOTAL LTC Local Expense		10,900.00	8,347.38	2,552.62	
73001 620 2001	Gabriola OCP/LUB	19,000.00	12,243.63	6,756.37	
73001 620 3002	Gabriola RAR	4,000.00	883.71	3,116.29	
73001 620 4003	Mudge DeCourcy baseline GHG Inventory	2,500.00	-	2,500.00	
TOTAL Project Expense		25,500.00	13,127.34	12,372.66	

Nicole Ranger

Finance Clerk
 Islands Trust
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Preserving *Island* communities, culture and environment



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Gabriola Island

Final Report



Climate Change Policy Implementation Recommendations

Prepared for the
Gabriola Island Local Trust Committee

May 7, 2013

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A. Introduction

The Gabriola Island Local Trust Committee (LTC) has adopted Greenhouse Gas (GHG) emissions reduction targets as well as policies and actions to achieve those targets through its Official Community Plan (OCP). Yet, policy is only the first step. To achieve the established targets, the LTC understands the importance of implementation and, equally, the role of the Land Use Bylaw and other regulatory documents in facilitating GHG emissions reductions and climate change mitigation – and, to a lesser degree, adaptation.

As a result, CitySpaces was retained to conduct industry best practices research towards identifying – through this report – potential amendment recommendations that the LTC may consider for its Gabriola Island Land Use Bylaw (LUB) and related Development Permit Area Guidelines.

Project Background

This initiative is part of the second phase of a broad OCP and LUB review process that the LTC is undertaking. Phase 2 includes work related to agriculture and food security, parks and trails, and climate change, among other topics, forming subsequent and separate reports from this study. Other recent, related initiatives include the LTC-hosted workshop *Greening Our Shores*, which included sessions on shoreline mapping and conservation.

Climate Change Context

Climate change mitigation (i.e., GHG emissions reduction) and adaptation are salient and pressing planning issues, regardless of location. Municipalities across British Columbia and LTCs throughout the Islands Trust are responding with regulatory changes and related initiatives to reduce emissions and prepare for the impacts of a changing climate – e.g., rising sea levels; longer, dryer summers; and warmer, wetter winters.

Moreover, municipalities worldwide are recognizing the multiple direct and indirect benefits of meeting the climate change challenge. Initiatives like the encouragement of green buildings, transit-oriented development, and renewable energy systems not only prepare for and mitigate climate change but also offer immediate return on investment to local governments and provide multiple social, economic, and environmental benefits.

With that in mind, it is worth noting the unique conditions of Gabriola Island as a community dominated by low-density, rural residential development that limits opportunity for key climate change initiatives, such as public transportation systems or large-scale green infrastructure projects.

That said, there are a number of proven strategic areas that remain and are suitable for further community discussion: more efficient land use patterns, individual building efficiency, responding to sea-level rise, maximizing existing infrastructure, and small scale food, water, and energy systems.

Methodology

With a focus on those strategies that “fit” the Gabriola community, this report – and the recommendations within – provide a synthesis of the findings from our desktop research and the insights we have gained implementing sustainable regulatory frameworks throughout the Province.



Specifically, the report responds directly to the five subject areas identified by staff that relate to Section 8 *Climate Change Adaptation and Greenhouse Gas Emission Reductions* of the OCP. CitySpaces summarized the five areas of focus with the following five questions, and addressed each in turn in the development of our recommendations:

1. How can the OCP and LUB amendment processes (e.g., criteria, checklists, guides) be revised to better address climate change adaptation and GHG reductions?;
2. How can new Development Permit Area (DPA) powers available to municipalities and related Land Use Bylaw amendments be best implemented for Gabriola?;
3. How can the existing Village Commercial zoning and DPA-7 guidelines be amended to promote walkability in the Village?;
4. How can existing commercial parking regulations be amended to encourage public transit, smaller vehicles, non-polluting vehicles, car-sharing, and permeable surfaces on Gabriola?; and,
5. How should natural boundary setbacks be amended and other initiatives undertaken to address the potential impacts of sea-level rise?

With these questions as a guide, CitySpaces cast a wide net to identify the most progressive best practices and related case studies from other municipalities. The result was the development of a large research databank of possible opportunities and directions the LTC could take toward implementing the community's GHG reduction aspirations. With feedback from Islands Trust staff, the findings were narrowed and formed the base for the following recommendations.

B. Recommendations

OCP & LUB Amendment Process and Criteria

INTRODUCTION

The existing amendment processes for Gabriola are straightforward and, while they may be reflective of community interests and Island Trust staff resources, they are not supportive of the directions of the OCP. The Rezoning Application Form and accompanying Guide solicits general information about the amendments requested, the uses and buildings proposed on the subject property, and possible adjacency implications. Yet, the application form does not provide direction on what the municipality may require or prefer in terms of development characteristics.

By changing or adopting application criteria, pre-application requirements, and related rezoning provisions, these processes can better inform applicants and, in doing so, orient development towards meeting the objectives and policies of Section 8 of the OCP. For example, pre-application sustainability checklists, while not currently used by Gabriola, are widely used elsewhere in the province as a further measure beyond the OCP and LUB to achieve OCP and sustainability objectives. Similarly, other municipalities include detailed criteria within their application materials, as a substantive means to guide development towards approval. Such robust amendment procedures make explicit those development practices that are encouraged, incentivized, or required for GHG reduction and climate change mitigation.

The following recommendations are presented to the LTC for their consideration, to help the ongoing amendment process further advance the OCP climate action objectives.

RECOMMENDATIONS

1. Application Criteria

- (a) Introduce clear and publicly-available sustainability criteria for reduced GHG emissions that applications will be assessed against as part of the Rezoning Application Guide and process.

Criteria may include provisions related to environmental protection, siting and development location, and energy and water use. Such developed and explicit criteria could limit the need for a checklist (see 2a, below), reduce additional staffing and administrative demand, and still facilitate OCP climate action objectives. See the [Far North Coast](#) (Australia) list of Sustainability Criteria.

- (b) Insert rezoning criteria to require (or encourage) green building standards or commitments with rezoning.

Utilizing such criteria, municipalities can require that residential rezoning applicants achieve BuiltGreen “Gold” and EnerGuide 80 standards. See [Bowen Island](#) Green Building Standards for Residential Rezoning.

2. Checklists & Pre-Application Requirements

- (a) Consider adopting a required or incentivized sustainability checklist as part of the Bylaw Amendment Application Form.

Building on the idea of explicit application criteria, an application checklists can shift more of the onus on the developer to fill out a scorecard-like checklist and meet set sustainability standards. While this evolves the idea of application criteria, a new checklist would require significant development and on-going staffing capacity.

Checklists can either be voluntary with a focus on education, a mandatory requirement of the rezoning process that stimulates innovation, or incentivized and serve to encourage green development – with each approach having its related staffing and implementation implications. It should be noted that voluntary checklists within the Islands Trust have suffered from a lack of uptake (and so impact), despite the appealing educational component.

Therefore, an incentivized checklist is suggested. It should also be noted that the [Regional District of Nanaimo's](#) (RDN) Sustainable Checklist, which provides incentives to homeowners and owner-builders up to \$1000 for achieving high levels of building performance, may be open to Gabriola property owners.

Checklists are advantageous in that they may address building interiors, which zoning bylaws and DPA guidelines cannot. It is recognized, however, that the existing development permit process on Gabriola does not involve a building inspection, and adopting one would necessitate partnering with the RDN. See also the voluntary checklists of [Salt Spring Island](#), as well as the [Southern Islands](#) and [Lasqueti Island](#) guides to green building.



3. Facilitation Strategies

- (a) Consider amending the LUB to pre-zone private property at key locations compatible with OCP provisions.

Private property can be pre-zoned by a municipality to encourage new uses or characteristics compatible with the OCP – and phase out those contrary to it. An example of this approach would be the pre-zoning of property within or adjacent to the Village to allow smaller lots or more residential units which will – over time – locate more people close to employment and services, enhancing opportunities for active transportation – and so reducing vehicle use and GHG emissions.

New Development Permit Areas and LUB Amendments

INTRODUCTION

In 2008, the Province, supporting the provisions of Bill 27 and the work undertaken by municipalities across the Province in setting GHG reduction targets, expanded the municipal powers relating to the use of DPAs for addressing Climate Action. Such expanded provisions include:

1. the promotion of energy conservation;
2. the promotion of water conservation; and,
3. the promotion of the reduction of greenhouse gas emissions.

The Gabriola OCP does not currently include a DPA for Climate Action. It is recommended that the LTC take advantage of these new powers to better meet the objectives and policies of Section 8 of the OCP. It is acknowledged that not all Climate Action guideline provisions may be appropriate or feasible on Gabriola. However, with this in mind, the following recommendations are presented as a basis that could underpin the development of new Climate Action DPAs in the future.

In addition, a number of reflective zoning measures are also outlined, noting that regulations, or the absence of regulations, may inadvertently challenge innovation and hinder the delivery of GHG emissions reduction objectives. Further, a comprehensive regulatory framework is one where the LUB and DPA guidelines are consistent and supportive in their respective directions.

RECOMMENDATIONS

1. DPA Amendments

- (a) Designate one or more DPAs for Climate Action in the OCP and develop guidelines for Energy and Water Conservation and GHG Emissions Reduction.
 - i. *Example and model provisions:*
 - Use deciduous trees on the southern- and western-facing sides of a building to maximize the warming effect of solar radiation in winter months and the cooling effects of shade in the summer months.¹

¹ Model DPA provisions taken from [Development Permit Areas for Climate Action](#).

- Design subdivisions that cluster buildings, retain existing vegetation and natural areas – for carbon storage and GHG reduction – and maximize infrastructure use.
- Buildings and structures are to be designed so as to minimize the developed footprint on the site during and after construction (See Climate Action DPAs for [Lake Country](#) and [Comox](#)).
- Where appropriate, install a pipe distribution system for a district energy network.² This may involve incorporating district energy pipes with all new conventional infrastructure, developing a usable network in a piecemeal fashion over time – suitable for the Village area. Or, it may involve localized systems developed at one time – suitable elsewhere.
- Strongly encourage the use of bioswales with native wetland plants as linear retention basins that move run-off as slowly as possible and help biologically break down pollutants. See [Castlegar's](#) Energy, Water, and GHG Reduction DPA.
- Apply 'xeriscape' or low water use landscaping techniques to minimize and/or eventually eliminate the need for irrigation.

2. Zoning Amendments

- (a) Consider combining the development of DPAs for Climate Action with other regulatory strategies.
 - i. *Encourage enhanced envelope design and thermal performance through the use of external clad insulation or greater internal wall cavity/insulation provision by calculating gross floor area from the inside wall, as opposed to the common approach of using the external wall face.*
 - ii. *Similarly, consider amending the LUB to add a definition of floor area ratio and lot coverage that excludes the following from calculations:*
 - mechanical rooms so long as they contain green building systems/high efficiency mechanical equipment;
 - green building apparatuses; and,
 - vertical service and ventilation shafts.

See the [District of Elkford](#) for further examples.
 - iii. *Consider renewable energy devices (solar hot water, solar photovoltaic, wind, geothermal, etc.) as permitted structures (with corresponding height and siting restrictions), or exempt such structures from height and siting requirements. Alternatively, consider small-scale renewable energy DPAs at appropriate sites (e.g., coastal zones and higher elevations for wind).*

² District energy and heating are systems for distributing heat generated at or extracted from a centralized location for residential and commercial use. An underground system of water- or steam-filled pipes moves heated fluid before being returned, reheated, and recirculated. The result is a more energy efficient and clean heating system. In a more rural context, there are many examples of district energy systems in which the heat is generated via biomass (e.g., straw) or biogas (e.g., manure converted to methane) or other agricultural processes (e.g., extracting heat from dairy milk).



It is noted that Trust staff have recently prepared a report, [Renewable Energy Technology in the Trust](#), intended to outline land use bylaw definitions and regulations specifically for domestic small scale wind energy.

- iv. Require the provision of natural drought tolerant landscaping, the retention of existing stands of trees and plantings, and the increased use of permeable (and where possible high-albedo materials) to minimize inefficient use of potable water sources and reduce heat-island effect.*
- v. Consider alternative building orientation in order to reduce the energy requirements of the building for lighting, space conditioning (heating and cooling) and ventilation; as outlined in a report from a certified professional.*
- vi. Fast-track development approvals for “green” development (see 1.3 in Section 6. Other Recommendations for a further explanation).*
- vii. Tax exemptions for conservation (i.e., NAPTEP) or green buildings (also see Section 6).*

Village Commercial Zoning & DPA-7

INTRODUCTION

A key GHG reduction strategy is transportation modal shift – getting people out of their cars and turning to more active modes such as walking and cycling. While Gabriola’s low-density, rural development pattern makes this a challenge, the Village presents an opportunity for reduced driving and increased active transportation. However, the existing zoning and DPA provisions for the Village do not sufficiently encourage walking (or cycling) nor further the objectives of Section 8 of the OCP.

Presently, the Village is a car-oriented centre that lacks pedestrian and cycling amenities. The recommended zoning and DPA guideline amendments could add to an increased perception of safety and comfort walking in and around the Village.

To that end, the following recommendations are presented to the LTC for consideration.

RECOMMENDATIONS

1. OCP Amendments

- (a) Amend BL 262 of Section 2 of the OCP to permit more residential units in and around the Village.
 - i. Mixed use buildings (e.g., residential over retail), small lot residential, coach housing, innovative strata or shared-equity models of housing (e.g., cohousing, pocket neighbourhoods), and appropriately-scaled multi-family developments (e.g., 2-storey apartment buildings) are recommended forms of increased residential use.*

The expansion of residential units in the Village addresses multiple community issues and objectives: reducing sprawl and increasing pedestrian access, providing “eyes on the street” and increased community safety, increasing housing options and affordable housing, and improving markets for business.

Furthermore, these options maximize the use of existing land and prior infrastructure investments. However, it is noted that water resources, servicing requirements, and drainage are issues that need to be appropriately addressed in the context of Gabriola.

A further manifestation - and another benefit - of such forms of housing is the potential inclusion of more affordable housing, particularly for seniors and those with special needs.

Character retention should also be an essential goal of any modest scaled and more intensive development that may stem from amendments related to densification.

- (b) Consider amending the OCP to accommodate wider-reaching GHG reduction and climate change provisions, beyond those related to commercial land use. See [Saturna Island's](#) report on suggested general OCP amendments to reduce GHG emissions.

2. Zoning Amendments

- (a) If permitted in the OCP, then also amend the VC1 and VC2 zones to permit more residential units in the Village as well as consider adding multi-family residential as a permitted use towards diversifying the existing land use pattern.
- (b) Amend the VC1 and VC2 zones to allow smaller commercial and residential lots in and adjacent to the Village to facilitate a walkable built form.
 - i. *Consider reducing the minimum lot sizes, subject to the satisfaction that water and septic could still viably be accommodated.*
 - ii. *If implemented, concurrently consider increasing maximum allowable Lot Coverage and Floor Area Ratio to encourage a compact commercial hub.*
- (c) Amend the VC1 and VC2 to decrease the minimum front setback to establish a strong pedestrian-scaled walking environment.
 - i. *Consider reducing the current front setback from 6.0m to 0m.*
 - ii. *Add supplementary provisions to DPA-7, such as this example from [Salt Spring Island](#) (OCP, E.1.4.9): "To ensure a compact and pedestrian-oriented commercial area in village cores, new commercial developments in the Ganges Village Core, the Channel Ridge Village Core and in Fulford Harbour Village should ideally be located with no or little setback from the front property line. Minor variations could be included to provide small public spaces and pedestrian amenities along the streetfront."*
- (d) Consider the use of Amenity Zoning to encourage compact development, green development, rental housing, and affordable housing. ‘

- (e) Utilize Amenity Zoning in the form of density bonusing to facilitate the provisions of compact developments, green developments, rental housing, affordable housing, or other valued community amenities. Density bonusing is the establishment, through zoning, of incremental steps of increasing density thresholds along with a corresponding amenity contribution (be it in-kind or cash contribution) that shall be voluntarily provided by the developer/applicant in order to secure those steps.

In terms of establishing an amenity zoning framework, a “base density” would need to be established, described either as a ratio of floor area relative to the area of the lot or as an extension of overall lot size. Further, cash contributions would require that a reserve fund be established through a bylaw which would describe how the funds are to be used towards delivering amenities. As well, through a process such as an OCP review, staff and residents should describe what amenities are desired by the community. Overall, encouraging the provision of dwelling units close to services through the use of amenity zoning presents a strategic means to shift the community away from a car-oriented development pattern and towards GHG emission reductions.

Local examples of such strategies include [Quesnel](#), where increased densities are permitted close to downtown via amenity zoning; [Langford](#), where the creation of smaller residential lots close to services is permitted through amenity zoning; and, [Revelstoke](#), where increased densities are permitted in the Central Business District in exchange for the provision of community and environmental benefits.

- (f) In the LUB, amend Parking Requirements to decrease or eliminate off-street parking minimums in the Village as well as pursue innovative means of maximizing land (and spaces) allocated for parking rather than contributing further to an auto-orientated setting. See the following section *Commercial Parking* for related recommendations.

3. DPA Guideline Amendments

- (a) Amend and add provisions in DPA-7 to require more comprehensive urban design and walkability characteristics, including traffic calming.
- (b) DPA-7 should include multiple and inter-related provisions to promote walkability and reduce auto-orientation in the Village. Example provisions could include:
 - i. *Express at-grade retail frontages as multiple individual storefronts with a width of not more than 18m;*
 - ii. *Ensure that at-grade retail frontages offer physical and visual connectivity with the sidewalk through the use of large doors or windows and allow for the retail program to become part of the street;*
 - iii. *Avoid unbroken expanses of blank wall, while concurrently limiting glazing on exposed sides for the purpose of climatic design;*
 - iv. *Encourage the provision of seating or public gathering areas located close to retail stores in order to help activate such spaces; and,*

- v. *Require the provision of weather protection and/or shading devices oriented to the street and any public gathering space.*
- (c) Amend DPA-7 to increase the provision of cycling racks and promote car-sharing.
- (d) Ensure that cycling racks are provided in a location that is protected from weather, convenient to access from the building main entry/access points, and fosters a sense of security.
- (e) Encourage car-sharing in any new multi-family development, should they be permitted. Car-sharing on an individual, small-scale (e.g. building scale) basis is feasible and common elsewhere; even though an Island-wide car-sharing system presents challenges and may not meet the needs of intended users.
- (f) Amend DPA-7 provisions to expand upon existing landscaping provisions ensuring that the public realm and on-site stormwater management directions are highlighted.
- (g) Use vegetated channels such as bioswales in place of concrete storm channels or mowed ditches to capture, store, filter, and slowly release rainwater.

Commercial Parking

INTRODUCTION

Under the LGA, local governments may adopt parking bylaws – which often become part of a comprehensive LUB, as in Gabriola’s case. Typically, municipalities place the focus of such bylaws upon the design, location, and required allocation of parking and loading spaces within specific zones or by specific uses. However, such bylaws also present valuable tools to encourage alternative forms of transportation through the accommodation of smaller cars, motorcycles and scooters, bicycles, and alternative fuel vehicles; all of which can facilitate the creation a more walkable and less auto-oriented built form. Additionally, DPAs provide an extension of this pursuit, allowing a municipality to pursue detailed design characteristics.

Assessing Gabriola’s parking regulations in light of this potential, it was observed that current bylaws and guidelines fall short of encouraging less auto dependance and enabling GHG emissions reduction strategies – such as walking, smaller and alternative fuel vehicles, and the expanded use of permeable surfaces. Further, It is recognized that any review – in terms of both required quantity of parking spaces and inherent design considerations – needs to also be reflective of the community’s existing characteristics (e.g., demographic profile, mode split, etc.).

Noting that, and to help reduce auto-dependance while emphasizing the expansion of alternatives that support the policies of Section 8 in the OCP, the following recommendations are presented to the LTC for their consideration.

RECOMMENDATIONS

1. Parking Bylaw Amendments

- (a) Consider introducing parking maximums to facilitate the shift away from the exclusive use of minimum parking standards.



- (b) Consider adding provisions that permit applications to pool parking off-site (e.g., within 400m or a 5-minute walk of the subject site), as well as permitting the sharing of the provided spaces amongst the various uses. The benefit of sharing spaces stems from the observation that a) different uses have differing peak parking demands at various times of day or days of the week; and b) minimum parking requirements may be based on annual peak demand (e.g., pre-Christmas period for a shopping mall), rather than average weekly or daily peak demand.
- (c) Consider establishing a single central public Village parking lot – consolidating existing lots/spaces rather than creating new ones – to enhance the pedestrian environment and so facilitate greater walkability. Such a central lot/spaces could be supplemented by on-street parking, which may also act to buffer pedestrians from vehicular traffic.
- (d) Consider reducing the minimum off-street parking requirements.

i. Some example strategies utilized by other similarly auto-focused communities include:

- Reduce the minimum non-residential parking requirement to 0 spaces in the Village area; and,
- Adjust the minimum residential parking requirement to 1 space per dwelling unit for multi-family forms of development.

Such measures would necessitate that the public park on the street or in a nearby lot(s), possibly a central Village lot. It is also noted that parking reduction measures are not always advanced by retail tenant preferences, resulting in a market driven solution that results in a parking ratio in excess of the required standards. Though, conversely, owner-builders of retail development may in fact favour reduced parking requirements, as it reduces development costs.

- (e) Consider requiring parking be sited at the rear of buildings, to reduce the visibility of the automobile.
- (f) Add a provision that requires all paved parking areas include shade trees that create a strong shade tree canopy.
- (g) Introduce requirements that all parking areas in excess of three spaces or more include green infrastructure that increases infiltration and filtration on site – e.g., via bioswales and rain-gardens rather than ditches – as well as directs stormwater away from buildings and into vegetated areas.
- (h) Add provisions that permit the substitution of small car parking spaces for either all or a portion of the required parking spaces.
 - i. In Squamish, the Zoning Bylaw identifies that in the downtown area 100% of the total parking spaces required by a development may be provided as small car spaces, increased from the 15% limit permitted for developments outside the downtown.*

- (i) Accommodate alternative fuel vehicles by including provisions that stipulate that a portion of the parking spaces required by a development be accompanied by an electrical outlet.
 - i. In the District of Summerland it is required that a minimum of 10 percent of the parking spaces required for townhouse and apartment developments shall include receptacles to accommodate electric vehicle charging equipment.*
- (j) Encourage the provision of parking spaces for motorcycle and scooters by discounting the required number of parking spaces for each motorcycle/scooter parking space provided.
 - i. Example provision from the District of Summerland:*
 - Where Parking Spaces are designated for the Use of motorcycles or scooters, such designated motorcycle/scooter Parking Spaces shall each be counted as the provision of 0.5 required vehicle Parking Spaces, to a maximum of 15 percent of required Parking Spaces.
- (k) Establish provisions for bicycle parking, both for Class A secured spaces and Class B rack spaces, for all new non-residential and multi-family residential developments.
- (l) Introduce a cash in-lieu alternative to the provision of either auto or bicycle parking spaces, with the funds being placed in a municipal reserve fund and applied to either the provision of a central municipal parking facility or infrastructure/capital projects that may encourage more active modes of transportation.

2. DPA Guideline Amendments

- (a) Consider adding a provision to DPA-7 that encourages the provision of parking spaces for alternative vehicles such as shared, plug-in hybrid, electric, and other alternative-fuel vehicles at prioritized locations within the Village.
- (b) Amend DPA-7 to require new development to provide bicycle and motorcycle/scooter parking in convenient locations adjacent to central building entrances. Exterior bicycle and motorcycle/scooter spaces should be located in a well-lit area with site lines from the main building entrance and/or nearest public road.
- (c) Amend DPA-7 to locate parking lots at rear, where feasible, encouraging pedestrian connectivity with the building main entrance.
- (d) Introduce through DPA-7 requirements the use materials, colours, and patterns to mark the transitions between driving, parking, and pedestrian areas. Consider also encouraging the design of parking lots and driveways as pedestrian places where vehicles are permitted.
- (e) Consider the coordination of any use of colour to differentiate pedestrian and vehicle areas within a parking lot with the provision of high albedo surfaces to reduce heat island effect.
- (f) Consider requiring all parking lots to be visually screened from pathways, sidewalks, paths, streets, and first floor dwelling units in multi-family developments.

Sea-level Rise

INTRODUCTION

A climate change adaptation strategy very relevant to Gabriola is compensation and preparation for sea-level rise and its impacts on the built environment (e.g., housing and infrastructure), ecology, agriculture, and natural resources, including potable groundwater. Under the *Local Government Act*, municipalities have a number of tools to begin adapting to the effects of – and perhaps mitigating – sea-level rise.

The existing policy of Gabriola's OCP suggests that the LTC consider amending LUB provisions regarding setbacks from the ocean in relation to sea-level rise. It is recommended that the LTC not only amend the LUB but also consider other amendments, including additional provisions in the OCP.

To that end, the following recommendations are presented to the LTC for consideration.

RECOMMENDATIONS

1. OCP Amendments

(a) Amend the OCP Background section to note the threat of sea-level rise.

i. Example from [*Thetis Island*](#):

- Global climate change represents a threat to coastal development through the following:
 1. *predicted sea level rise and with it, more extensive coastal inundation;*
 2. *higher wave heights and storm surge flooding;*
 3. *increase shoreline erosion; and,*
 4. *increased rainfall and runoff compounded by drainage problems due to higher downstream sea levels."*

(b) Amend the OCP Objectives section to include adapting to sea-level rise:

i. Example from [*Thetis Island*](#):

- To adapt to sea level rise through land use regulation and ecosystem restoration.

(c) Add an OCP Policy regarding:

i. *Identifying and mapping areas vulnerable to sea-level rise.*

- e.g., The Local Trust Committee should identify and map areas vulnerable to sea level rise.

ii. *Establishing setbacks in the Land Use Bylaw to protect development from sea-level rise*

- e.g., The Local Trust Committee should establish setbacks in the Land Use Bylaw to protect development from sea level rise predictions for 2100.

iii. *Encouraging ecosystem restoration or rehabilitation to accommodate sea-level rise*

- e.g., The Local Trust Committee should encourage ecosystem restoration or rehabilitation works to accommodate rising sea levels.

- (d) Add adaptation to sea-level rise as an explicit objective of the proposed Development Approval Information – Circumstances and Special Conditions (OCP Amendment No. 1, 2012).

2. DPA Guideline Amendments

- (a) Consider creating a Sea-level Rise DPA.

A Sea-level Rise DPA, taking the form of either a separate additional DPA or as conditions added to existing DPAs, can respond to the threat of sea-level rise by protecting the existing shoreline, adjacent foreshore, and upland areas for their ecological values and guarding against erosion and damage to existing and future buildings. Thus, to be approved, a development application must demonstrate that the development neither contributes to, nor is unduly subject to, existing or potential future shoreline hazards, nor does it damage the shoreline and marine environments.

Sea-level Rise DPAs tend to require assessments carried out by qualified coastal professions that demonstrate how development will a) not cause or be subject to erosion, landslip, and flooding; b) not damage the marine environment, and c) be in accordance with Provincial and Federal legislation.

Such requirements bring implications and considerations for the development of a Sea-level Rise DPA. Sea-level Rise DPAs tend to require developers to hire a qualified professional(s) to perform analyses and prepare assessment reports; this may have implications for Gabriola's staffing and in-house expertise. Therefore, further investigation may be necessary to determine suitability for Gabriola and the Islands Trust.

i. *Examples include:*

- Thetis Island Marine Shoreline DPA, which applies to all development up to 15m above the high water mark; as described through a number of [staff reports](#), including one directly related to sea-level rise (January 26, 2011);
- [West Howe Sound](#) Shoreline Protection and Management DPA; and,
- Beaubassin-est (NB) Sea-level Rise Protection Zone.

- (b) Establish a development permit information area specifically for sea-level rise. Examples include:

- [North Pender Island](#);
- [Port Alice](#); and,
- [Chilliwack](#).



3. Other Considerations

- (a) Consider adopting the Coastal Development Rating System.
 - i. *Thetis Island* is giving this consideration: “The Coastal Development Rating System includes credits for having a Climate Change Adaptation Plan. Although this rating system is incentive-based, it contains valuable information for considering a regulatory approach to adapting to sea level rise in DPA guidelines.”
- (b) Consider conducting a study of the on-going and potential impacts of sea-level rise on Gabriola.

Other Recommendations per Section 8

INTRODUCTION

Section 8 of the OCP covers a number of additional GHG emissions reduction strategies and Climate Change policies not immediately addressed in the scope of work of this study. However, it is recommended that the LTC consider some additional strategies to facilitate meeting OCP objectives and policies.

It is recognized that beyond this study, additional efforts have been or are being carried out currently. Therefore, this section does not attempt to address areas such as scale food production, as we note that agricultural analyses is being undertaken in parallel.

Yet, through discussions with Islands Trust staff, a number of additional possible amendments or steps were identified and are presented below for further consideration by the LTC.

RECOMMENDATIONS

1. Regulatory Incentives to Encourage Green Development

- (a) Consider extending the use of covenants beyond NAPTEP to encourage Green Buildings and Green Energy.
 - i. *Covenants may be placed on title to detail the commitment and standards for achieving energy efficiency, producing clean energy, or inclusion of particular sustainability features on a property. These can be applied as part of the re-zoning process. An example is the [Whistler](#) Green Building Policy, which includes a green building commitment with rezoning.*
- (b) Consider fast-tracking and offering rebates on application fees and Building Permit rates to low-impact development applications. Also, consider offering rebates to low-impact developments.
 - i. *This may involve putting green developments to the front of the development permit and/or rezoning application queues. [Saanich](#) has a Private Sector Green Building Policy that fast-tracks green developments and offers rebates to homes built to green standards.*

2. Amendments for Land Conservation

- (a) Consider creating a DPA for sensitive ecosystem areas.
 - i. For example, [Ellison's Aquatic Ecosystem Development Permit Area](#).
- (b) Consider regulatory changes that enable development to cluster away from environmentally-sensitive areas and/or valuable agricultural lands.
 - i. *The City of Colwood encourages the clustering of development away from Esquimalt Lagoon and Selleck Creek. The Village of Anmore has developed a specific zone intended to cluster development and preserve hillside and sensitive environmental areas.*
- (c) Consider establishing DPA provisions for the use of screening and/or landscaping to protect the natural environment.
 - i. *North Vancouver has a Comprehensive Environmental [Bylaw](#) and [application questionnaire](#) which include such provisions.*

3. Water Conservation & Management

- (a) Consider furthering the Water Budget Program to adopt a Water Balance Model for DPA guideline and bylaw development.
 - i. *The Water Balance Model promotes a watershed-based approach that ensures developments reduce stormwater runoff volumes and functions to pre-development levels. Examples include the City of Courtenay and the Districts of Saanich and Sooke.*
- (b) Consider amendments to encourage the harvesting of rainwater and protection of groundwater quality, particularly with respect to pollution, climate change, and sea-level rise.
- (c) Consider DPA provisions that encourage or require rainwater catchment, particularly in the Village, as well as underground cisterns. This could facilitate the expansion of residential and affordable units in and around the Village with respect to well-water limitations.
- (d) Consider developing an Integrated Water Management Plan or related bylaws and guidelines for the purpose of climate change adaptation, long-term water security, and the facilitation of more walkability development patterns.
 - i. [Central Saanich](#) – Integrated Stormwater Management Plan
 - ii. [Chilliwack](#) – Integrated Stormwater Management Plan
 - iii. [Kelowna](#) – Integrated Stormwater Management Services and Policies
 - iv. [Metchosin](#) – Protection and Management of Rainwater Bylaw
 - v. [Okanagan](#) – Sustainable Water Strategy



4. Energy Innovation

- (a) Consider developing a Community Energy Plan.
 - i. *For example, [Burns Lake](#) is identifying and quantifying existing energy consumption and resources; then planning for their energy future.*
- (b) Consider implementing model renewable energy policies and regulatory provisions.
 - i. *Resources include:*
 - [Policy and Governance Tools for Local Governments for Renewable Energy](#)
 - [North Vancouver](#) uses a local service area bylaw to create district energy service areas.
 - [CANWEA Model Wind Energy Bylaw](#)
 - [Community Energy and Emission Planning](#) – for local government

5. Advocacy and Education

- (a) Consider additional checklists and scorecards to encourage sustainable community design.
 - i. *e.g., Bike-ability checklists, Smart Growth checklists, Green Building checklists*
 - [Bike-ability Checklist](#)
 - [Esquimalt](#) - Green Building Checklist
 - [Salt Spring Island](#) – What to look for in an Eco-Home

6. Climate Change Adaption

- (a) Consider undertaking a Climate Adaptation Project.
 - i. *These projects are used to identify potential local climate impacts, assess local vulnerabilities and sensitivities, and develop adaptation strategies. Example:*
 - [Kimberley](#)
 - ii. *Municipalities have also undertaken studies to understand the risks and impacts of climate change, including:*
 - [Kimberley](#)
 - [Vancouver](#)
 - [Castlegar](#)

7. Green Communities

- (a) Consider studying the potential for integrated wastewater management, greywater systems, and rainwater re-use in the Village.

Toolkits & Resources

INTRODUCTION

It was also requested that CitySpaces identify resources and toolkits that may assist Island Trust Staff further implement GHG emission reduction and Climate Change strategies.

RECOMMENDATIONS

- (a) [Green Bylaws Toolkit](#)
 - i. *This is a very useful toolkit with practical information regarding developing policies, along with an assessment of inherent benefits and constraints. It also has a large reference list and many example policy provisions.*
- (b) [Preparing For Climate Change: Implementation for Local Governments](#)
 - i. *A wealth of information regarding climate change and regulatory tools.*
 - ii. *Also, there is a [related](#) document by Federal Government.*
- (c) [The Green Buildings Guide: Tools for Local Government to Promote Site Sustainability](#)
- (d) [Retooling for Climate Change](#)
 - i. *A useful site that also includes a toolkit database.*
- (e) [Smart Growth Toolkit](#)
 - i. *An overview as well as tools and strategies for building “smarter” communities.*
- (f) [Groundwater Bylaws Toolkit](#)
 - i. *A collection of land use and management tools to help local governments protect groundwater resources.*
- (g) Similarly: [Thinking Beyond Pipes and Pumps](#)
- (h) [Passive Design Toolkit for Homes](#)
- (i) [The Green Infrastructure Guide](#)
 - i. *Guide includes many case studies.*
- (j) [Climate Change Visualization Guide](#)
 - i. *A public guide for communicating and visualizing climate change impacts.*



C. Conclusion

The above recommendations represent best practices and the latest success stories from municipalities that are implementing GHG emissions reduction policies and adapting to a changing climate. Should the LTC adopt one or more recommendation, it will be taking a significant step towards implementing the policies of Section 8 in the OCP and facilitating targeted GHG emissions reductions.

To reiterate, the unique context of Gabriola – geography, development pattern, governance structure and capacity, socio-economic characteristics – presents challenges, but also opportunities, in reducing GHG emissions and adapting to the impacts of a changing climate.

Initiating this review of the OCP and related regulatory tools is the first and most proactive step toward putting Section 8 into practice. Moving forward, the discussed changes are envisioned as becoming a strategic and coherent suite of policy and regulatory amendments that work synergistically to provide the greatest community benefit. Further, it is recognized that effective strategies will likely come from the marriage of those changes that offer on-the-ground feasibility (i.e., those that are appropriate, practical, and palatable on Gabriola) and reflect administrative resources (i.e., those that can be developed, implemented, and regulated within staffing and budgetary capacities).

In an uncertain future, the LTC is positioning Gabriola to be ready for change, help reduce the severity of that change, and facilitate the social, economic, and environmental benefits of more sustainable community development.



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Agricultural Advisory Commission Recommendations Report

***Prepared by Trustee Rudischer
For May 16, 2013 Gabriola LTC Meeting***

Recommendations Consistent with the OCP or LUB

- 1. Roadside stands, small scale marketing and agricultural processing, and agricultural education and research shall be permitted uses.**

Roadside stands & small scale marketing:

OCP Agricultural Policy: none specific to roadside stands or marketing.

LUB Agricultural Zone Regulation:

D.2.2.2

a) (i) one produce stand per lot accessory to an agriculture principal use and not exceeding 20 sq. metres (215.3 sq. ft.) floor area

LUB Small Rural Residential (SRR) Zone Regulation:

D.1.1

a) (i) one agricultural produce stand per lot, not exceeding 20 sq. metres (215.3 sq. ft.) floor area

LUB Large Rural Residential (LRR) Zone Regulation:

D>1.2.2

a) (i) one agricultural produce stand per lot, not exceeding 20 sq. metres (215.3 sq. ft.) floor area

Agricultural processing

OCP Definition:

“agriculture” - means growing, rearing, producing or harvesting agricultural crops or livestock and includes processing on a parcel the primary agricultural products harvested, reared or produced on that parcel and the storage of farm machinery, implements and agricultural supplies;

LUB Definition:

Agriculture: means growing, rearing producing or harvesting agricultural crops, livestock and other animals for economic gain and includes the processing on a lot of primary agricultural products harvested, reared or produced on that lot, plus the storage of machinery, implements and agricultural supplies for the farm;

- 2. Subdivision regulations should prohibit severance of agricultural land by**

linear developments, such as roads and utility corridors.

OCP Agricultural Advocacy Policy:

5.3. I) The Ministry of Transportation and Infrastructure is strongly encouraged to ensure that the creation or redesign of road rights of way are aligned in a manner which does not detract from the viability of existing farm parcels.

LUB Regulations: none

3. Applications to include land in the ALR should be supported.

OCP Agricultural Policy:

5.3 a)

The retention of farmland within the ALR and the inclusion of other lands into the ALR which suitable for farm uses subject to policy 2.0 (g) is supported.

Policy 2.0 (g)

Development next to a watercourse shall be required to be undertaken in accordance with the guidelines as specified in the report Land Development Guidelines for the Protection of Aquatic Habitat, prepared by the Ministry of Environment and Department of Fisheries and Oceans (1992), subject to the provisions of the Agricultural Land Commission Act and the B.C. Farm Practices Protection (Right to Farm) Act for land within the Agricultural Land Reserve.

Recommendations Referred to in the OCP or LUB but Need Tweaking

1. To allow Agriculture on all SRR (Small Rural Residential) lots with upper limits on numbers of food animals.

OCP Small Rural Residential Policy: none that relates to agriculture or horticulture.

LUB Small Lot Residential Zone Regulations:

D.1.1.1

(a) Permitted *Principal* Uses

(ii) *horticulture*, including sale of horticultural products grown on the *lot*

(b) Permitted Accessory Uses

(iii) *agriculture*, including the sale of agricultural products grown or raised on the *lot*, on *lots* 2.0 (4.94 acres) or larger;

iv) keeping of animals for the personal use of the resident or landowner

Definition of Agriculture: means growing, rearing producing or harvesting agricultural crops, livestock and other animals for economic gain and includes the processing on a

lot of primary agricultural products harvested, reared or produced on that lot, plus the storage of machinery, implements and agricultural supplies for the farm

Definition of Horticulture: means growing of fruits, vegetable, flowers or ornamental plants for resale;

2. Local Trust Committee should investigate the possibility of the creation of a moratorium on all land removal from the ALR on Gabriola Island.

OCP Agricultural Policy:

5.3

a) The retention of farmland within the ALR and the inclusion of other lands into the ALR which are suitable for farm use subject to policy 2.0 (g) is supported.

(b)The approval of subdivisions of land in the ALR, where such subdivision would reduce the long term viability of the parcel for farm use is not supported.

3. The average parcel size on land within the Agricultural designation shall be 16 hectares (40acres) and density shall be limited to one dwelling and one cottage per parcel.

OCP Agricultural Policy:

5.3

d) The minimum and average parcel size in the Agriculture zone shall be 8 hectares (19.76 acres).

c) ...one single-dwelling residential unit per parcel shall be permitted.

LUB Agricultural Zone Regulations:

D.2.1.1:

(a) Permitted Principal Uses

iii) single family residential

(b)Permitted Accessory Uses

ii) cottage residential on lots 2 hectares (4.94 acres) or larger subject to B.6.3 (no larger than 65 sq. metres (699.7 sq. ft.)

4. Applications to the ALC for subdivision that are consistent with average parcel size may be supported.

OCP Agricultural Policy:

5.3

b) The approval of subdivisions of land in the ALR, where such subdivision would reduce the long term viability of the parcel for farm use is not supported.

OCP Agricultural Advocacy Policy:

k) So as to maintain farmland in parcel sizes large enough to support viable agricultural production, the Agricultural Land Commission is strongly encouraged to limit the subdivision of land to create a parcel for a family relative in the ALR.

5. Removal of soil suitable for agricultural purposes from a parcel (may) shall be prohibited.

OCP Agricultural Policy:

5.3

g) The removal of soil from or the deposition of soil on agricultural land shall be strongly discouraged where it would reduce the agricultural viability of the farm parcel. Soil removal and/or deposition is also subject to approval of an application to the Agricultural Land Commission for a Soil Conservation Permit.

6. Pursuant to the Agricultural Land Reserve Use, Subdivision and Procedure Regulation, aggregate extraction of a volume less than 500 m³ per parcel should be permitted.

Aggregate Resource Policy:

5.4

a) In keeping with the rural character of the Plan area and the intent of the Trust Object, no provision shall be made for the processing of aggregate resources as a permitted use in any land use designation.

b) In cases where the Provincial Government issues a license for the extraction of aggregate resources in the Plan area, rezoning to permit aggregate processing shall not be permitted. However, due to the importance of this resource as a building material, consideration may be given to authorizing the use pursuant to the temporary use permit provisions of the Plan and subject to any other considerations deemed important in protecting the current quality of life on Gabriola.

Aggregate Resources Advocacy Policies:

c) The Ministry of Forests, Lands and Natural Resource Operations shall be requested to prepare an inventory of aggregate resource sites on Gabriola

d) The Ministry of Forests, Lands and Natural Resource Operations is requested to refer all applications for a permit under the Mines Act, affecting Gabriola, to the Trust Committee for comment prior to considering whether to issue a licence.

7. The Local Trust Committee may consider regulating greenhouses, land-based aquaculture facilities, and pet boarding and breeding facilities in order to limit and mitigate the impacts of these uses on groundwater, the environment and surrounding properties, provided the regulations are consistent with provincial legislation and regulations.

OCP Agricultural Policy: none specific to groundwater

Policy 2.0 (g)

Development next to a watercourse shall be required to be undertaken in accordance with the guidelines as specified in the report Land Development Guidelines for the Protection of Aquatic Habitat, prepared by the Ministry of Environment and Department of Fisheries and Oceans (1992), subject to the provisions of the Agricultural Land Commission Act and the B.C. Farm Practices Protection (Right to Farm) Act for land within the Agricultural Land Reserve.

LUB Agricultural Zone Regulations:

D.2.1.3 a) (iii)

the minimum setback for boarding or breeding kennels is 30.3 metres (98.4 ft.) from any lot line, the minimum setback for greenhouses on land in the Agricultural Land Reserve, is 7.5 metres (24.6 ft.) from any lot line.

LUB Small Lot Residential Zone Regulations:

D.1.1.3 a) (iii)

the minimum setback for greenhouses is 20.0 metres (65.6 ft.) from any lot line, except for greenhouses not exceeding 46.0 sq. metres (495.2 sq. ft.) in floor area or for larger greenhouses illuminated during hours of darkness where fencing, screening, shade cloth or other surfacing is used to cover all glare emitting surfaces, in which cases the minimum setback of items D.1.1.3a) (i) and D.1.1.3a) (ii) apply.

D.1.1.3 a) (i)

On lots 1.0 hectare (2.47 acres) or larger, except for a sign, fence, or pump utility house, the minimum setback of buildings or structures is:

6.0 metres (19.7 ft.) from the front lot line

4.5 metres (14.8 ft.) from any exterior lot line

1.5 metres (4.9 ft.) from any interior lot line

D.1.1.3 a) (ii)

On lots 1.0 hectares (2.47 acres) or larger, except for a sign fence or pump/utility house, the minimum setback of buildings or structures is:

10.0 metres (32.8 ft.) from any lot line.

LUB Large Lot Residential Zone Regulations:

Same as Small Lot Residential Zone

- 8. The Local Trust Committee supports the preservation and maintenance of the island's agricultural land base and applications for exclusion of land from the ALR will not be considered.**

OCP Agricultural Policy:

5.3 a)

The retention of farmland within the ALR and the inclusion of other lands into the ALR which are suitable for farm use subject to policy 2.0 (g) is supported.

Policy 2.0 (g)

Development next to a watercourse shall be required to be undertaken in accordance with the guidelines as specified in the report Land Development Guidelines for the Protection of Aquatic Habitat, prepared by the Ministry of Environment and Department of Fisheries and Oceans (1992), subject to the provisions of the Agricultural Land Commission Act and the B.C. Farm Practices Protection (Right to Farm) Act for land within the Agricultural Land Reserve.

9. The Local Trust Committee may consider regulating agri-tourism activities

OCP Agricultural Policy:

5.3. h)

The Plan supports the use of land in ALR for small-scale, low-impact uses (i.e. certain tourism uses), related to farming, subject to the approval of the ALC.

LUB Regulations: none

10. The Local Trust Committee may request that the Subdivision Approving Officer consider the effect of any proposed subdivision on farming, and if the proposed subdivision is within or adjacent to agricultural land, and require the applicant to provide an examination and report on the proposed subdivision to address any potential conflict with farming.

OCP Agricultural Policy:

5.3. b)

The approval of subdivisions of land in the ALR, where such subdivision would reduce the long term viability of the parcel for farm use is not supported.

Recommendations Not Covered in the OCP or LUB

- 1. That land outside of the ALR (Agricultural Land Reserve) including old homesteads, be identified and protected from subdivision and soil removal etc. along the lines of ALR regulations.**

OCP Policy: none

LUB Regulations: none

OCP Policy for land within the ALR:

5.3 g)

The removal of soil from or the deposition of soil on agricultural land shall be strongly discouraged where it would reduce the agricultural ability of the farm parcel. Soil removal and/or deposition is also subject to approval of an application to the Agricultural Land Commission for a Soil Conservation Permit.

2. An Inventory of Agricultural land on Gabriola should be established.

OCP Policy: none

LUB Regulation: none

3. Development permit areas should be placed around all farmland.

OCP Policy: none

LUB Regulations: none

4. The "right to farm" shall be respected by not permitting land use on adjacent, or nearby properties that could adversely affect farming activities and by requiring buffers and/or setbacks on the adjacent properties.

OCP Policy: none specific to property bordering ALR.

LUB Regulations: none specific to property bordering ALR.

There are no setbacks on residential properties on uses, only on buildings and structures

Setbacks for building and structures on SRR:

On lots less than 1 hectare (2.47 acres) - 6 metres (19.7 ft.) from the front lot line; 4.5 metres (14.8 ft.) from any exterior side lot line: and 1.5 metres(4.9 ft.) from any interior lot line

On lots 1 hectare (2.47 acres) or larger – 10 metres (32.8 ft.) from any lot line

A minimum of 20 m. (65.6 ft.) setback from any lot line for greenhouses that exceed 46 metres square (495.2 sq. ft.) unless all glare emitting surfaces are covered.

Setbacks for building and structures on LRR:

On lots less than 1 hectare (2.47 acres) 6.0 metres (19.7 ft.) from the front lot line; 4.5 metres (14.8 ft.) from any exterior side lot lines: and 1.5 metres (4.9 ft.) from any interior lot line

On lots 1 hectare (2.47 acres) or larger – 10 metres (32.8 ft.) from any lot line

The minimum setback of boarding and breeding kennels is 30 metres (98 ft.) from any lot line.

A minimum of 20 m. (65.6 ft.) setback from any lot line for greenhouses that exceed 46 metres square (495.2 sq. ft.) unless all glare emitting surfaces are covered.

5. Roadside stands, small scale marketing and agricultural processing, and agricultural education and research shall be permitted uses.

Agricultural education and research:

OCP Policy: none specific to education and research

LUB Agricultural Zone Regulation:

5.3:

h) The Plan supports the use of land in ALR for small-scale, low-impact uses (i.e. certain tourism uses), related to farming, subject to the approval of the Agricultural Land Commission.

6. Pursuant to the Agricultural Land Reserve Use, Subdivision and Procedure Regulation, aggregate extraction of a volume less than 500 m³ per parcel should be permitted.

OCP Policy: none.

LUB Regulations: none

7. Subject to local government jurisdiction, commercial use of airstrips and helipads should be prohibited.

OCP Policy: none.

LUB Regulations: none

8. No consideration may be given to applications to rezone land within the Agricultural designation that would result in the transfer of density.

OCP Policies: none

LUB Regulations: none

9. Except where specifically authorized elsewhere in this plan, consideration may not be given to applications to rezone land within the Agricultural designation that would result in an increase in density.

OCP Policies: none

LUB Regulations: none

- 10. When it considers rezoning applications for land that borders agricultural land, the Local Trust Committee will ensure that zoning changes are not made in a way that would have a negative effect on farming and the applicant may be required to provide qualified professional advice on the potential impacts on farming.**

OCP Policy: none

LUB Regulations: none

- 11. Zoning changes should not be considered that would allow multi-family, industrial, institutional or commercial developments in the Agriculture designation. (except for agri-tourist accommodation which is accessory to a working farm operation)**

OCP Policy: none

LUB Regulations: none

- 12. The Local Trust Committee may undertake or support an initiative to identify properties not currently in the ALR and Agriculture designation but which have agricultural potential and are primarily used for farming, so that these properties may be protected for future agriculture.**

OCP Policy: none

LUB Regulations: none

- 13. That bulk groundwater extraction for commercial sale should not be an accepted use on ALR lands.**

OCP Agricultural Policy: none

Advocacy Policy Recommendations

Recommendations Consistent with the OCP or LUB

None

Recommendations Not Covered in the OCP or LUB

1. **Ask the LTC to investigate the possibility of getting small lots (SRR) into the ALR.**

OCP Agricultural Advocacy Policy: none

2. **The Local Trust Committee will work with the local farming community, the Ministry of Agriculture and Lands and the Agricultural Land Commission to develop common policies to the benefit of farming on Gabriola Island.**

OCP Agricultural Advocacy Policy: none

3. **The Local Trust Committee will encourage partnerships with the farming community, senior governments and private enterprise to promote development of the agricultural sector.**

OCP Agricultural Advocacy Policy: none

4. **The Local Trust Committee will support application of the Canada-BC Environmental Farm Plan Program.**

OCP Agricultural Advocacy Policy: none

5. **Production methods should be selected to maintain soil quality and to ensure surface and groundwater recharge areas are not contaminated by agricultural activities.**

OCP Agricultural Advocacy Policy: none

6. **Pre-purchase of crops, co-ops and local farmers markets are encouraged as a means to support the island farm economy.**

OCP Agricultural Advocacy Policy: none

7. **Physical barriers, including fencing and appropriate indigenous vegetation are encouraged to restrict access by farm animals to water courses.**

OCP Agricultural Advocacy Policy: none

8. **Where there is a potential for conflict related to the regulation of agriculture and environmental protection, the Agricultural Land Commission and the Ministry of Agriculture and Lands and the Ministry of Environment shall be consulted.**

OCP Agricultural Advocacy Policy: none

9. **Sound environmental practices shall be encouraged in accordance with**

current best practices. Landowners and farmers are encouraged to preserve and protect seasonally flooded agricultural fields, which are considered an important ecosystem providing resting and feeding opportunities for migratory bird species.

OCP Agricultural Advocacy Policy: none

- 10. Advocate BC Assessment Authority (BCAA) for changes in farm tax assessment to include the sale of value added products in determining primary production gross income—currently only the sale of raw farm products are included in the calculation of income, and this threshold is often too high for small farms to achieve farm status for tax purposes.**

OCP Agricultural Advocacy Policy: none

- 11. LTC to advocate the following: In order to build food security it would be helpful for BCAA (British Columbia Assessment Authority) to reduce from \$10,000 to \$2500 (annually) the income threshold for farm status on parcels under two acres.**

OCP Agricultural Advocacy Policy: none

- 12. That the LTC place an advocacy statement in the OCP to resolve to work towards becoming a GMO free zone: this would include the recommendation that no GMO food or nut trees, shrubbery, GM vegetables, GM commodity crops and any and all field tests for medical and experimental GM crops be grown in the Gabriola Local Trust Area.**

OCP Agricultural Advocacy Policy: none

Advocacy Policy Recommendations That Need Tweaking

- 1. Amalgamation of lots and limiting the subdivision of agricultural land is encouraged.**

OCP Agricultural Policy:

5.3. b)

The approval of subdivisions of land in the ALR, where such subdivision would reduce the long term viability of the parcel for farm use is not supported.

- 2. Collection of rainwater for irrigation purposes is encouraged.**

OCP Agricultural Policies: none

OCP Water Supply Policies:

7.4 a)

Methods of water conservation such as low water use fixtures, retention of rainwater and runoff in cisterns and ponds and other means shall be encouraged.

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Date: May 8, 2013

File Number: 6400-20

To: Gabriola Island Local Trust Committee

From: Courtney Simpson
Regional Planning Manager

Re: **Approved Project Budgets for 2013 - 2014**

The Islands Trust Council budget for the 2013 – 2014 fiscal year includes a total of \$21,000 for Gabriola LTC projects; \$19,000 for the continuation of the Gabriola Official Community Plan (OCP) Review and \$2,000 for Snuneymuxw First Nation Protocol Agreement Implementation. This memorandum proposes a budget for expenditure of these funds. This is further to an April 4, 2013 memorandum that proposed an outline budget.

Continuation of Gabriola OCP Review – \$19,000:

For the current fiscal year from April 1, 2013 to May 31, 2014 one public hearing and one community information meeting for the development permit area amendments is planned, as well as ongoing work on other topics for the OCP Review. Staff recommends a second public hearing for all of the remaining topics early in the following (2014 – 2015) fiscal year.

Table 1 shows a budget with \$13,300 committed to components of the project, leaving another \$5,700 unallocated. Many topics can be addressed using existing planning resources, or through the use of planning consultants from the staffing budget (during the next several months while the Northern Office is short-staffed) as decided by the Regional Planning Manager. This is further noted in Table 2 that details each topic. The review of DP7 and making the village more pedestrian friendly requires further scoping before a budget can be allocated. The LTC is receiving a report from CitySpaces on Climate Change Policy Implementation on the same agenda as this memorandum that will further the discussion on this project.

The scope of the **Review of DP7 form and character guidelines for Village Core, and review of OCP/LUB to make Village more pedestrian-friendly** topic could range from a desk exercise by staff to implement some of the recommendations from CitySpaces with traditional “town hall” style community meetings joined with other OCP/LUB review topics, to a significant community consultation program with a further contract with consultants to provide expertise on urban design and draft new regulations. Further direction from the LTC is required. The remaining \$5,700 could be allocated to this project if the LTC directs a more in-depth approach, or no budget is required if the LTC directs a more limited approach.

While other topics do require further scoping, staff does not anticipate that any significant budget needs will be identified.

Snuneymuxw First Nation Protocol Agreement Implementation - \$2,000

The protocol agreement between the Islands Trust Council and the Snuneymuxw First Nation was signed in 2008. The budget for implementation is intended to cover meeting expenses.

The Union of BC Municipalities has recently announced another funding call for the Community to Community (C2C) Forum program. This grant is to build relationships between local governments and neighbouring First Nations through organizing a jointly sponsored event. Staff is looking for the LTC's support to apply for this grant in order to leverage the budgeted \$2,000 for a total of up to \$10,000 for the project. The deadline for application is May 31, 2013, which normally would not be enough time to prepare a grant application for a project that has not yet been scoped, however our Grants Administrator has discussed this with UBCM who has encouraged us to apply even without having obtained written confirmation from the First Nation that they agree to attend the event (to be provided later should we receive the grant) and with a general outline of the proposed event.

Given that this grant opportunity may not be repeated, and that there are no other grants this project would be eligible for, staff resources can be prioritized to make this application before the deadline.

Recommendation:

That the Gabriola Local Trust Committee directs staff to submit an application for the Union of BC Municipalities Community to Community (C2C) Forum grant for meetings with the Snuneymuxw First Nation to implement the 2008 Protocol Agreement, and for hiring a consultant with expertise in working with local governments and First Nations to support Islands Trust staff and trustees and that these meetings be planned for January – February, 2014.

Table 1: Gabriola OCP Review Draft Budget 2013-2014

Activity	Description	Budget
Bylaws 265 – 268	CIM Ads and hall rental	\$500
	CIM presentation by QEP	\$800
	CIM mail-out	\$1500
	Public Hearing	\$2,500
Food Security and Farmland Protection	Consultant report	\$5,000
Public Consultation on all topics	Mail-outs, neighbourhood / stakeholder meetings, CIM's, details TBD	\$3,000
Village Core Review	TBD	TBD

TOTAL: \$13,300
Budget: \$19,000
Remainder: \$5,700

Table 2: Gabriola OCP Review Topics 2013-2014

Topic (in order of priority)	Status and Timeline
1. Riparian Areas Regulation	CIM planned for May, 2013, Public Hearing planned for June, 2013
2. Rezoning new RDN Parks and ITF nature reserves	Background work complete, review of mapping, further consultation with RDN, ITF, and BC Parks needed, and bylaw drafting. No additional budget needed except for CIM and

	public hearing to be combined with other topics.
3. Review and amend OCP & LUB to increase local food security and farmland protection	List of APC recommendations compiled by Trustee Rudischer for May 13, 2013 LTC meeting. Planning work required to explore how they can be implemented, for review by LTC. Some overlap with #4 climate change policies. Budget for consultant with expertise in agriculture policies for local government.
4. Implement OCP climate change policies into LUB	Current contract with CitySpaces to present report at May 13, 2013 LTC meeting.
5. Consider density transfer affordable housing policies for cottage densities	Not started. Should complete build-out map before beginning this item. Good examples of density transfer for affordable housing for other LTC's.
6. Review DP7 form and character guidelines for Village Core, and review OCP/LUB to make Village more pedestrian-friendly	Some overlap with climate change policy implementation contract. Further public consultation required.
7. Update the 2010 build out map and report <i>(including the number of existing and potential residential cottages and a list of forestry parcels with the potential for density transfer)</i>	Waiting for Mapping Coordinator's return from leave in June, 2013 to determine timeline. Work to be done in-house.
8. Implement First Nations and Archaeological Protection policies, including improved engagement on land use referrals	Not started. For OCP policies, substantial background work has been done for other LTC's that will be used. For improving engagement on referrals, this is outside the scope of an OCP review.
9. Review OCP and LUB to include protective measures for biodiversity	Partially addressed in Climate Change Policy Implementation Report. Scope should be considered as this could range from a few policies to a new development permit area. Significant public consultation recommended for DPA, although we have the planning expertise in house.
10. Review OCP and LUB to improve protection of coastal areas	Partially addressed in Climate Change Policy Implementation Report with reference to a sea level rise DPA. Scope should be considered as this could range from a few policies to a new development permit area. Significant public consultation recommended for DPA, although we have the planning expertise in house.
11. Review OCP and LUB to protect water quality and quantity	Partially addressed in Climate Change Policy Implementation Report and some overlap with #4



Islands Trust

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

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Population (2011):

Approximately 4,045

Size:

5,256 hectares (12,987 acres)

Location:

6 kilometres east of Nanaimo located on Vancouver Island.

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Gabriola Island Local Trust Committee

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March 2013

- [Greening our Shores - follow up information](#)
- [Greening our Shores Workshop Program](#)
- [Greening our Shores Workshop – Integrated Shoreline & Watershed Maps](#)

February 2013

- [Steep Slopes Development Permit Area Project Deferred Indefinitely](#)

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Gabriola Island Local Trust Committee Projects

Riparian Areas and Development Approval Information

Proposed Bylaws - 265, 266, 267 and 268

- [Gabriola Island Development Permit Area Factsheet](#)
- [Information Guide to Proposed Bylaws](#)
- [Proposed Bylaw No. 265 - Gabriola Island OCP Amendment](#)
- [Proposed Bylaw No. 266 - Gabriola Island LUB Amendment](#)
- [Proposed Bylaw No. 267 - Gabriola Island OCP Amendment](#)
- [Proposed Bylaw No. 268 - Gabriola Island OCP Amendment](#)

Riparian Areas Regulation – Reference Materials

- [Living Near Riparian Areas](#)
- [Ministry of Environment Riparian Areas Regulation Brochure](#)
- [Riparian Areas Regulation Assessment Methods](#)
- [Salt Spring Island Local Trust Committee Riparian Areas Regulation Video #1](#)
- [Gabriola Island Riparian Area Regulation Stream Identification – Final Report, Madrone Environmental Services Ltd.](#)
- [Development Permit Areas Project Website](#)

Official Community Plan and Land Use Bylaw Review

- [Gabriola Island Affordable Housing Needs Assessment](#)
- [Community Profile](#)
- [Shared Roadways - Gabriola Island Bicycle Route Plan, 2010](#)
- [Geohazard and Mapping - Report from Consultant](#)
- [List of Recommended OCP/LUB Review Phase 2 Topic Areas](#)

Volunteer Review Committee

- [Terms of Reference](#)

Meetings

2011

- January 11, 2011 - Cancelled
- January 17, 2011 [Agenda - revised](#) | [Minutes](#)
- February 7, 2011 [Agenda - revised](#) | [Minutes](#)

Committee Links

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- [May 9, 2011 Agenda | Minutes](#)
- [June 20, 2011 Agenda | Minutes](#)
- [October 25, 2011 Agenda](#)

2010

- December 15, 2009 [Agenda | Minutes](#)
- January 26, 2010 [Agenda revised | Minutes](#)
- February 9, 2010 [Agenda | Minutes](#)
- March 30, 2010 [Agenda - revised | Minutes](#)
- April 20, 2010 [Agenda | Minutes](#)
- May 18, 2010 [Agenda - revised | Minutes](#)
- June 15, 2010 [Agenda - revised | Minutes](#)
- July 20, 2010 [Agenda | Minutes](#)
- August 17, 2010 - Cancelled
- September 7, 2010 [Agenda - revised | Minutes](#)
- October 5, 2010 [Agenda - revised | Minutes](#)
- November 2, 2010 - Cancelled
- December 7, 2010 - Cancelled

Advisory Commissions

Advisory Planning Commission

- December 1, 2010 – [Agenda Package and LTC Referral | Minutes](#)
- February 15, 2011 – [LTC Referral Package | Approved Minutes](#)
- July 21, 2011 - [LTC Referral Package](#)
- September 17, 2012 - [Agenda Package](#)
- November 5, 2012 - [Referral Package](#)

Agricultural Advisory Commission

- [Terms of Reference](#)
- [March 15, 2012 – Agenda Package and LTC Referral](#)

Transportation Advisory Commission

- [Terms of Reference](#)
- [November 20, 2012 – Agenda Package and LTC referral](#)

Local Trust Committee Support Action for Water

Climate Change Action

- [Staff Report - October 2009](#)
- [Staff Report - January 15, 2010](#)
- [Staff Report - February 21, 2010](#)
- [Climate Wise Islands](#)
- [Newsletter - November 2009](#)
- [Newsletter - Mudge Island - March 2010](#)
- [Newsletter - DeCourcy Island - March 2010](#)
- [Fact Sheets](#)
- [Minutes - November 26, 2009](#)
- [Minutes - March 10, 2010](#)
- [Minutes - March 20, 2010](#)
- [2007 Community Energy and Emission Inventory Reports \(CEEs\) now available](#)
- [New Islands Trust GHG Emission Inventories webpage posted](#)

Build-Out Project Map (3rd Edition)

- [Final Report](#)
- [Map of Development Potential \(May 2010\)](#)
- [Map of Development Potential \(January 2006\)](#)

Ecosystem Mapping

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

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Community Wildfire Protection Plan

- [Community Wildfire Protection Plan May 2008](#)

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Applications

GB-RZ-2009.1 (Williamson & Associates, density transfer)

- [Preliminary Staff Report dated July 11, 2011](#)
- [Technical reports from Applicant submitted November 2, 2010](#)
- [Staff Report dated October 18, 2011](#)

Trustee Newsletters

- [April 2012](#)
- [September 2011](#)
- [March 2010](#)
- [April 2009](#)
- [September 2008](#)

DeCourcy Island

- No items at this time

Mudge Island

- No items at this time

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