



A NOTICE OF A BUSINESS MEETING OF **THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE**
to be held at 10:15 AM on Thursday, March 14, 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 February 21, 2013 – <i>for adoption</i>	1-11	10:20 am
3.3	Section 26 Resolutions Without Meeting – <i>none</i>		
3.4	Gabriola Island Advisory Planning Commission Meeting Minutes - <i>none</i>		
3.5	Mudge Island Advisory Planning Commission Meeting Minutes - <i>none</i>		
3.6	Gabriola Island Agricultural Advisory Commission Meeting Minutes - <i>none</i>		
4.	BUSINESS ARISING FROM MINUTES		
4.1	Follow-up Action List dated March 4, 2013 - <i>attached</i>	12-15	
4.2	Letter of Resignation from Lisa Webster-Gibson regarding Gabriola Advisory Planning Commission - <i>attached</i>	16	
4.3	Climate Change Policy Implementation – <i>verbal update</i>		
4.4	Greening Our Shores Workshop – <i>see attached</i>	17	
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>		
6.	REPORTS		
6.1	Work Program Reports Top Priorities Report and Projects List dated March 4, 2013 - <i>attached</i>	18-20	10:40 am
6.2	Applications Log Report dated March 4, 2013 – <i>attached</i>	21-24	
6.3	Trustee and Local Expenses 6.3.1 Expenses posted to February 28, 2013 - <i>attached</i>	25	

7.	NEW BUSINESS		
7.1	2012-2013 Annual Report – Draft Wording Memorandum dated February 28, 2013 - <i>attached</i>	26-27	
7.2	Forage Fish Workshop – <i>for discussion</i>		
8.	TRUSTEES' REPORT		
9.	CHAIR'S REPORT		
10.	REGIONAL DIRECTOR'S REPORT		
11.	DELEGATIONS		
12.	TOWN HALL SESSION		11:00 am
13.	APPLICATIONS AND PERMITS		
14.	LOCAL TRUST COMMITTEE PROJECTS		
14.1	Gabriola Island Development Permit Area (Riparian Areas)		
14.1.1	Project Charter (March 2013) – <i>for endorsement</i>	28	
14.1.2	Communications Strategy (March 2013) – <i>for endorsement</i>	29-30	
14.1.3	Guide to Proposed Bylaws No. 265, 266, 267 and 268 Memorandum dated February 28, 2013 - <i>attached</i>	31-32	
14.1.4	Visual Aids to Riparian Areas Regulation and Streamside Protection and Enhancement Areas Process Staff Report dated March 5, 2013 - <i>attached</i>	33-36	
	BREAK		12:00 pm
15.	BYLAWS		12:30 pm
15.1	(Development Approval Information, Development Permit Area 3 – Riparian Areas, and Moving Existing Development Permit Area Guidelines) Draft Bylaw No. 265 cited as "Gabriola Island Official Community Plan (Gabriola Island) Bylaw 166, 1997, Amendment No. 1, 2012" - <i>attached</i>	37-45	
15.2	(Development Permit Area 3 – Riparian Areas and Moving Existing Development Permit Area Guidelines) Draft Bylaw No. 266 cited as "Gabriola Island Land Use Bylaw 177, 1999, Amendment No. 1, 2012 - <i>attached</i>	46-54	
16.	ISLANDS TRUST WEBSITE		
16.1	Gabriola Page – <i>attached</i>	55-57	
17.	NEXT MEETING: Thursday, April 18, 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		1:00 pm

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

DRAFT

**MINUTES OF THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE MEETING
HELD ON THURSDAY, February 21, 2013 AT 10:15 AM
AT THE WOMEN'S INSTITUTE
476 SOUTH ROAD, GABRIOLA ISLAND, BC**

Members Present:

David Graham, Chair
Sheila Malcolmson, Local Trustee
Gisele Rudischer, Local Trustee

Staff Present:

Chloe Fox, Island Planner
Courtney Simpson, Regional Planning Manager
Jessie Sherk, Recorder

Media and Others Present:

Howard Houle, Regional Director, Regional District of Nanaimo
Media – 2 members
Approximately 16 members of the public

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

The agenda was adopted by consensus with the following amendments:

The report under 14.1.3 should have the label for 14.1.6 and vice versa

3. MINUTES**3.1 *Local Trust Committee Meeting Minutes of January 17, 2013***

The minutes were adopted by consensus with the following amendments:

- Page 3 Change Albert Reid to Albert Reed
- Page 4, 13.1 – add the words “this 10m and 15m SPEA shows that” to last paragraph after “Trustee Malcolmson added that”
- Page 4, first bullet - change MOVEMENT to MOTION

3.2 *Local Trust Committee Community Information Meeting Minutes of January 17, 2013*

The minutes were adopted by consensus with the following amendments:

- Page 13, #7 (Open House) – Change first sentence to “Due to the number of people who spoke during Q & A time, there wasn’t time for a second open house.”

3.3 *Section 26 Resolutions Without Meeting Log dated February 12, 2013*

The Resolutions Without Meeting Log dated February 12, 2012 was reviewed.

3.4 *Gabriola Island Advisory Planning Commission Meeting Minutes dated January 21, 2013 -*

The Gabriola Island Advisory Planning Commission Meeting minutes were reviewed.

3.5 *Mudge Island Advisory Planning Commission Meeting Minutes dated January 21, 2013 - none*

3.6 *Gabriola Island Agricultural Advisory Commission Meeting Minutes – none*

4. **BUSINESS ARISING FROM MINUTES**

4.1 *Follow-up Action List February 12, 2013*

Planner Fox had nothing to report and there were no questions from trustees.

5. **CORRESPONDENCE**

5.1 *Letter dated November 15, 2012 from Ken Wur, President of Gabriola Island Chamber of Commerce regarding Roadside Signage Recommendations*

Received.

Trustee Rudischer shared her thoughts about the letter regarding Roadside Signage Recommendations including the following points:

- That the suggestions in the letter are not in line with the bylaw
- She does not agree with generic signs
- Rural life should mean more freedom concerning things like signage
- There have been no complaints about signs, we control it now and who will pay for that
- She suggests a letter back thanking them for their suggestions

Trustee Malcolmson stated that a lot of the suggestions cannot be implemented and that perhaps the writer may not be aware of existing tools already in place by BC Hydro and the Ministry of Transportation.

GB-010-2013

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee delegate Sheila Malcolmson to discuss with the Chamber of Commerce its November 16th 2012 signage proposal and to report back to the Gabriola Island Local Trust Committee.

CARRIED

- 5.2 *Email dated January 12, 2013 from Gail Lund regarding Signage*

Received.

- 5.3 *Email dated December 3, 2012 from Alana Tees of BC Water and Waste Association regarding New Dates for Drinking Water Week 2013 and Community Grants Program*

Received.

- 5.4 *Letter received January 22, 2013 from Margaret Taylor to BC Hydro regarding Smart Meters*

Received.

- 5.5 *Letter dated January 16, 2013 from TC Trades Affiliates Ltd. Regarding Smart Meters*

Trustee Malcolmson noted that people should direct their concerns about Smart Meters to their MLA as the Gabriola Island Local Trust Committee has no ability to affect the outcome.

- 5.6 *Letter dated January 7, 2013 from the Agricultural Land Commission to Mr. J.A. Brown regarding Refusal of Request to Extend ALC Approval of Non-Farm Use*

Trustees reviewed the letter. Trustee Malcolmson noted again that this is an area of provincial authority.

- 5.7 *Letter dated January 7, 2013 from the Agricultural Land Commission to Brian and Belinda Strachan regarding Refusal of Request to Extend ALC Approval of Non-Farm Use*

Received.

6. REPORTS,

- 6.1 *Work Program Reports
Top Priorities Report and Projects List dated February 12, 2013*

The Top Priorities Report and Projects List were reviewed. The Integrated Watershed and Shoreline Mapping Workshop taking place on Saturday, March 23 was discussed. It was noted that it is only for the purpose of education, that there will be experts on eelgrass mapping in attendance and that local groups like the Stream Keepers should be encouraged to attend.

GB-011-2013 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee invite local Non-Governmental Organization's working on shoreline stewardship to introduce themselves so that islanders at the March 23 workshop can consider participating in local mapping and stewardship projects.

CARRIED

6.2 *Applications Log*

Report dated February 12, 2013

There were no updates to report.

6.3 *Trustee and Local Expenses*

6.3.1 *Expenses posted to December 31, 2012*

Received.

6.3.2 *Expenses posted to January 31, 2013*

Received.

GB-012-2013 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee release funds from its Local Expense Account 65210 620 to advertise for one new Advisory Planning Commission member, and request that staff ask previous volunteers not appointed whether they'd still like to serve.

CARRIED

GB-013-2013 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee release up to \$600 from its Local Expense account 65220 620 for trustee newsletter printing and postbox mailing

CARRIED

GB-014-2013 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee release funds from its Local Expense account 65220 620 for advertising the March 23 Shoreline Stewardship workshop in both newspapers, in different weeks.

CARRIED

7. **NEW BUSINESS**

7.1 *Proposed National Marine Conservation Area Memorandum dated January 24, 2013*

The Proposed National Marine Conservation Area Memorandum was discussed.

GB-015-2013

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee invite Silva Bay commentary, via a newsletter, on the proposed National Marine Conservation Area Reserve proposed boundary, and return the January 24 memo to the GBLTC April business meeting agenda.

CARRIED

8. **TRUSTEES REPORT**

Trustee Rudischer read her report and reviewed the many meetings she attended over the last month. She noted that she has spent a lot of time reading the many letters from the public and thinking of the concerns regarding the proposed Development Permit Area.

Trustee Malcolmson read her report. She mentioned that she has met with the Advisory Planning Commission and 3 other constituents regarding the Steep Slope draft bylaw. Several other meetings as well as the Film Festival and Food Forum were noted. She spoke of her presentations to the Regional District of Nanaimo on oil spills and shipping concerns, as well as at the Ministry of Agriculture forum. Also mentioned were some upcoming events.

9. **CHAIR'S REPORT**

Chair Graham read his report. He also attended some of the meetings mentioned by the local trustees. He mentioned that Denman Island is about to have their first Advisory Planning Commission meeting. Most of the work he is doing is in preparation for the upcoming Trust Council meeting on Thetis Island.

10. **REGIONAL DIRECTOR'S REPORT**

Regional Director Houle read through his report. He spoke about how the Nanaimo Parks, Recreation and Cultural Commission would be selecting 4 pieces of art to display in the parks and award \$4000 to the artist, he was surprised that no Gabriolan's had submitted. He also spoke of the meetings he attended including a meeting where the lack of oil spill preparedness was discussed.

11. **DELEGATIONS**

None.

12. TOWN HALL SESSIONS

Albert Reed, spoke about the Gabriola Fire Protection and Improvement District Board and how they are all concerned about the fire hazards related to steep slopes mapping. He feels that the wrong questions have been asked to the wrong consultants as there should be more emphasis on soil, ecological preservation, vegetation management, wildfires and wind-throw rather than just geological slope. He feels the DP6 would inadvertently create fire hazard for the island with no gain. Rick Jackson, Fire chief added that Steep Slopes and Fire Hazards are interlocking and that we need to work together and start over.

Some other concerns relating to steep slopes brought up by members of the public in attendance included:

- 1 day was not enough time to cover the whole island and create an accurate map
- The Federal government should be funding proper mapping and research
- The DP6 expansion project should be rescinded as of this day
- The DP6 is pointless because there are measures already in place
- The DP6 would lower property values
- The word “hazard” should be removed from discussion and documents as it labels things in a very negative context.
- The DP6 has created too much anxiety and concern for Gabriolans

Trustee Malcolmson noted that the Local Trust Committee has not had a chance to meet since the January 17th meetings and that today is their first opportunity to discuss and decide.

13. APPLICATIONS AND PERMITS

None.

14. LOCAL TRUST COMMITTEE PROJECTS

14.1. Gabriola Island Development Permit Areas (Riparian Areas, Hazardous Areas & Steep Slopes)

14.1.3 Public Consultation Results and next steps Steep Slopes

Staff Report Dated February 8, 2013

Planner Fox provided a summary of the report. She noted the common themes in the public feedback were: to rethink or abandon the project, concerns about the draft mapping, effects on property values, development freedom, and costs.

Trustee Rudischer stated that she did not want to spend any more staff time or money when there are more urgent things to deal with. She does not see any public support and would like to focus on something more meaningful to the community.

Trustee Malcolmson discussed the impact of leaving the project in limbo, and having a map out there that people are nervous about.

Staff and Trustees discussed the implications of postponing the project.

GB-016-2013

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee defer the proposed development permit area – DP 6 for Steep Slopes, until such time as other more urgent Official Community Plan review topics are complete and a budget amount is identified to review the proposed regulations, consult with landowners and engage professionals to provide accurate mapping.

CARRIED

14.1.4. Compilation of Correspondence – Steep Slopes to January 20 2013

Received for Information.

14.1.5 Compilation of Correspondence – Steep Slopes to February 12, 2013

Received for Information.

14.1.1 Project Charter (January 2013)

The trustees and the planner discussed and noted that project charters don't always help with risk assessment and that there should be a substantial amount of time to really think about these charters, strategies and risks involved. It was agreed that if something is going to affect property owners, all the research should be completed before the public is notified to avoid concern and confusion.

14.1.2 Communications Strategy (November 2012)

Received for information.

LUNCH BREAK 12:00 – 12:30

Staff and Trustees reviewed the Top Priorities List.

GB-017-2013

It was **MOVED** and **SECONDED** that the hazardous areas and steep slopes DPA be moved from # 2 on the Priorities List to the Project List.

CARRIED

Staff and Trustees discussed how they would convey this motion to the public.

GB-018-2013 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee release funds from the local expense account # 65220 620 to put a message in the two local newspapers on Steep Slopes.

CARRIED

14.1.6. Public Consultation Results and Introductions of Bylaws – Riparian Areas and Development Approval Information.

Staff Report Dated Feb 8, 2013

Planner Fox reviewed the Staff Report. There was discussion between trustees and staff regarding Development Permit Area 3 - Riparian Areas in the draft bylaws. It was agreed that there should be changes to clean up the wording to make things clearer for landowners.

BREAK at 2:20 – 2:30

Trustees and Staff resumed discussion of the bylaws.

GB-019-2013 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee direct staff to amend draft Bylaws 265 and 266 as directed and return to the Gabriola Island Local Trust Committee for consideration of first reading by Resolution Without Meeting.

CARRIED

GB-020-2013 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee give first reading to Amendment Bylaw 267, cited as Mudge Island Official Community Plan Bylaw 227, 2007, Amendment No. 1 2012'

CARRIED

GB-021-2013 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee give first reading to Amendment Bylaw 268, cited as "Decourcy Island Official Community Plan Bylaw 16, 1981, Amendment No. 1, 2012

CARRIED

GB-022-2013

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee refer Amendment Bylaw 267, cited as “Mudge Island Official Community Plan Bylaw 227, 2007, Amendment No.1, 2012” and Amendment Bylaw 268, cited as “Decourcy Island Official Community Plan Bylaw 16, 1981, Amendment No. 1, 2012”, to the following agencies and First Nations

- Regional District of Nanaimo
- School District #68 (Nanaimo-Ladysmith)
- Provincial Ministry of Community, Sport and Cultural Development
- Islands Trust Fund
- Cowichan Tribes
- Halalt First Nations
- H’ul’qumi’num Treaty Group
- Stz’uminus First Nations
- Lake Cowichan First Nation
- Penelakut Tribe
- Snaw’Naw’As Nation
- Te’Mexw Treaty Association
- Seminahmoo First Nation, and
- Snuneymuxw First Nation

CARRIED

GB-023-2013

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request staff support to develop a cover letter introducing First Nations newly on the Gabriola Island Local Trust Committee referral list to the Islands Trust and the Gabriola Island Local Trust Committee, to help follow the Strategic Plan item 5.1

CARRIED

GB-024-2013

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request that staff develop a guide to proposed bylaws 265, 266, 267, 268, to explain in plain language for the public how the bylaws fit together, what is new regulatory content, and what administratively implements existing bylaws.

CARRIED

GB-025-2013

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request that staff recommend visual aids to the Riparian Area Regulation and Streamside Protection and Enhancement Area process, such as an existing video that illustrates how stream buffers are established and how development can proceed within the Riparian Area Regulation setback, and post to the Gabriola Island Local Trust Committee website.

CARRIED

GB-026-2013

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request that staff schedule a Community Information Meeting to introduce the proposed bylaws and invite Ministry of Environment staff to attend in a resource capacity.

CARRIED

15. BYLAWS

- 15.1 *(Development Approval Information, Development Permit Area 3 – Riparian Areas, and Moving Existing Development Permit Area Guidelines)*
Draft Bylaw No. 265 cited as “Gabriola Island Official Community Plan (Gabriola Island) Bylaw 166, 1997, Amendment No. 1, 2012” – for consideration of first reading
- 15.2 *(Development Permit Area 3 – Riparian Areas and Moving Existing Development Permit Area Guidelines)*
Draft Bylaw No. 266 cited as “Gabriola Island Land Use Bylaw 177, 1999, Amendment No. 1, 2012 – for consideration of first reading
- 15.3 *(Development Approval Information)*
Draft Bylaw No. 267 cited as “Mudge Island Official Community Plan Bylaw 227, 2007, Amendment No. 1, 2012” – for consideration of first reading
- 15.4 *(Development Approval Information)*
Draft Bylaw No. 268 cited as “Decourcy Island Official Community Plan Bylaw 16, 1981, Amendment No. 1, 2012” – for consideration of first reading

Bylaws were discussed with 14.1.6

16. ISLANDS TRUST WEBSITE

16.1 *Gabriola Page*

No changes.

17. NEXT MEETING;

The next meeting of the Gabriola Island Local Trust Committee will take place on Thursday, March 14, 2013 at 10:15 am at the Women's Institute, 476 South Road, Gabriola Island, BC.

18. TOWN HALL SESSION

A gentleman wanted to clarify the development permit process.

19. ADJOURNMENT

The Gabriola Island Local Trust Committee meeting was adjourned by consensus at 3:12 pm.

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.	Chloe Fox	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.	Chloe Fox	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	Chloe Fox	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	Chloe Fox	Nov-01-2012	On Going

1	Staff directed to assist with protocol agreement and memorandum of understanding amendments identified by the Regional District of Nanaimo	Chloe Fox David Marlor	Dec-31-2012	On Going
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Nov-01-2012

No.	Activity	Responsibility	Target Date	Status
1	LTC gives notices to Trust Council that it intends to forward a development approval information bylaw for Trust Council's consideration at its regularly scheduled March 2013 meeting. 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 and to prepare a RFD for submission to Executive Committee. Notice updated to June or September 2013 Trust Council Meeting (January 17, 2013 LTC meeting)	Chloe Fox David Marlor	Nov-29-2012	On Going
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	LTC releases up to \$800 from its Local Expense Special Projects Account to cover costs of having a minute-taker in attendance at the ISWM workshop and of having Nikki Wright of Seachange attend the ISWM workshop	Chloe Fox Nancy Roggers Sonya Sundberg	Mar-31-2013	On Going

Feb-21-2013

No.	Activity	Responsibility	Target Date	Status
1	The LTC defers the steep slopes development permit areas project until more urgent topics identified in the Gabriola OCP review are complete, and until there is a budget to review the draft regulations, consult with landowners and engage professionals to provide accurate mapping The LTC resolves that hazardous areas and steep	Chloe Fox	Feb-27-2013	Done

slopes development permit areas be moved from the Top Priorities list under #2 OCP Review to the Projects list.

1	Staff directed to amend draft Bylaws 265 and 266 as discussed at the February 21, 2013 LTC meeting and return the amended draft bylaws to the LTC for consideration of 1st reading by RWM.	Chloe Fox Becky McErlean Lisa Webster-Gibson	Mar-08-2013	On Going
1	The LTC requests staff support to develop a cover letter introducing First Nations newly on the Gabriola LTC referral list to the Islands Trust and the LTC, to help follow the Strategic Plan item 5.1	Courtney Simpson	Mar-14-2013	On Going
1	Staff requested to develop a guide to proposed Bylaws 265, 266, 267 and 268 to explain in plain language for the public how the bylaws fit together, what is new regulatory content, and what administratively implements existing bylaws.	Chloe Fox	Mar-14-2013	Done
1	Staff requested to recommend visual aids to the RAR and SPEA process, such as an existing video that illustrates how stream buffers are established and how development can proceed within the RAR setback, and post to the LTC web page	Chloe Fox	Mar-14-2013	Done
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	Becky McErlean Gisele Rudischer	Mar-15-2013	On Going
1	LTC gives 1st reading to Bylaws 267 and 268 and refers the proposed bylaws to the following agencies and First Nations: - Regional District of Nanaimo - School District #68 - Provincial Ministry of Community, Sport and Cultural Development - Islands Trust Fund - Cowichan Tribes - Halalt First Nation - H'ul'qumi'num Treaty Group - Stz'uminus First Nation - Lake Cowichan First Nation - Lyackson First Nation	Chloe Fox Becky McErlean Lisa Webster-Gibson	Mar-15-2013	On Going

- Penelakut Tribe
- Snaw'Naw'As Nation
- Te'Mexw Treaty Association
- Semiahmoo First Nation; and
- Snuneymuxw First Nation

1	The LTC releases funds from its Local Expense account 65220 620 for a press release on steep slopes development permit areas.	Chloe Fox Nancy Roggers	Mar-15-2013	On Going
1	The LTC invites local NGO's working on shoreline stewardship to introduce themselves at the March 23, 2013 Integrated Shoreline and Watershed Management Workshop so that islanders at the workshop can consider participating in local mapping and stewardship projects.	Chloe Fox Courtney Simpson Sonya Sundberg	Mar-22-2013	On Going
1	LTC releases funds from its Local Expense account 65210 620 to advertise for one new Advisory Planning Commission member, and request that staff ask previous volunteers not appointed whether they would still like to serve.	Chloe Fox Nancy Roggers	Mar-29-2013	On Going
1	The LTC releases funds from its Local Expense account 65220 620 for advertising the March 23 shoreline stewardship workshop in both newspapers, in different weeks	Chloe Fox Sonya Sundberg Theresa Warren	Mar-29-2013	On Going
1	The LTC releases up to \$600 from its Local Expense account 65220 620 for trustee newsletter printing and postbox mailing	Nancy Roggers Gisele Rudischer	Mar-29-2013	On Going
1	Trustee Malcolmson to discuss with the Chamber of Commerce its November 16, 2012 signage proposals and report back to the Gabriola Local Trust Committee	Chloe Fox	Apr-30-2013	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.	Courtney Simpson Theresa Warren	Jul-31-2013	On Going

From: Lisa Webster-Gibson
To: Sheila Malcolmson; David Graham; Gisele Rudischer
cc: Deb Scott; Becky McErlean; Chloe Fox
Sent: Thursday, February 28, 2013 3:29:29 PM
Subject: Resignation for the Gabriola Island APC

Hi, David, Sheila and Giselle - I am writing further to the last Gabriola APC meeting. Further to my verbal resignation at that meeting, I am writing to confirm that I have indeed resigned from the APC due to my obtaining employment with the Islands Trust.

Many thanks for the opportunity to participate. I enjoyed my short tenure and feel that it was quite a worthwhile way to volunteer.

Yours

Lisa

Lisa Webster-Gibson

250-247-0117



Greening Our Shores Workshop Program

Gabriola Community Hall
March 23, 2013
1:00 - 4:00pm

4.4

Overview and Introductions

1:00pm

Facilitator - David Marlor, Islands Trust

Integrated Shoreline Mapping

1:15pm

Paul de Greeff, Murdoch de Greeff Inc.

The Green Shores for Homes Approach

2:00pm

Brian Emmett, Archipelago Marine Research

Questions, Answers, and Discussion

2:30pm

BREAK

2:40pm

Introduction to Eelgrass and Forage Fish

2:50pm

Kate Emmings, Islands Trust Fund

Eelgrass and the importance of mapping

3:15pm

Nikki Wright, SeaChange Marine Conservation Society

Local Conservation Groups, Questions and Wrap Up

3:45pm

Sponsored by:



Islands Trust

Funding provided by:



Green Shores for Homes: A cross border ¹⁷program between the Islands Trust and San Juan County promoting shoreline stewardship in Salish Sea communities.



Islands Trust

Top Priorities

Gabriola Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Integrated Watershed and Shoreline Mapping Workshop		Nov-01-2012	Chloe Fox Sonya Sundberg	Mar-23-2013	On Going
2	Gabriola Planning Area OCP Review:			Chloe Fox		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) Review DP7 form and character guidelines for Village Core, and review OCP/LUB to make Village more pedestrian-friendly					
	6) 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)					
	7) Implement First Nations and Archaeological Protection policies, including improved engagement on land use referrals					
	8) Consider density transfer					

affordable housing policies for cottage densities

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

3	Development Approval Information bylaw	Jun-28-2012	Chloe Fox	Jun-30-2013	On Going
4	Snuneymuxw First Nation Protocol Agreement Implementation		Chloe Fox David Marlor Courtney Simpson		On Going



Islands Trust

Print Date: Mar-04-2013

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

Rezoning

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

Planning Status

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

Status Date: Apr-04-2012

Letter sent to applicant re March 22, 2012 LTC resolutions

File Number	Applicant Name	Date Received	Purpose
GB-RZ-2009.1	Williamson & Associates Planner: Chloe Fox	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.

Planning Status

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

Status Date: Sep-08-2011

Staff met with applicant to discuss the conceptual plan as methods for protecting unique natural features on the receiver parcels.

Subdivision

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2001.1	Centre Stage Holdings Ltd. Planner: Chris Jackson	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: Chloe Fox	Aug-13-2010	1520 McCollum Road Create 7 parcels

Planning Status

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.

Status Date: Sep-12-2011

Applicant is reviewing options for water/ sewer on small parcels as per VIHA referral response. MOTI awaiting revised plan.

Status Date: May-31-2011

Preliminary subdivision referral report sent to MOTI and applicant.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2011.1	Williamson & Associates Professional Surveyors Planner: Marnie Eggen	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)

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
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GB-SUB-2012.2

Don Powell

Oct-24-2012

725 Church Street - subdivision to create one new lot and a remainder lot

Planner: Chloe Fox

Planning Status

Status Date: Nov-15-2012

Referral report sent to MoTI

Status Date: Oct-26-2012

Planner reviewing file

From: Nicole Ranger
Sent: February-27-13 9:20 AM
To: Chloe Fox; David Graham; Gisele Rudischer; Sheila Malcolmson; Becky McErlean
Cc: Nancy Roggers
Subject: Gabriola Expense Report Feb/13

Islands Trust LTC EXP SUMMARY REPORT F2012 Invoices posted to February 28, 2013				
620 Gabriola	Invoices posted to February 28, 2013	Budget	Spent	Balance
65000 620	LTC "Trustee Expenses"	1,600.00	666.36	933.64
65200 620	LTC Local Exp LTC Meeting Expenses	4,000.00	4,023.77	(23.77)
65210 620	LTC Local Exp APC Meeting Expenses	2,400.00	1,054.65	1,345.35
65220 620	LTC Local Exp Communications	1,500.00	594.62	905.38
65230 620	LTC Local Exp Special Projects	2,200.00	200.00	2,000.00
65240 620	LTC Local Exp Miscellaneous	800.00	-	800.00
TOTAL LTC Local Expense		10,900.00	5,873.04	5,026.96
73001 620 2001	Gabriola OCP/LUB	19,000.00	8,892.79	10,107.21
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	9,776.50	15,723.50

Nicole Ranger

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

Preserving *Island* communities, culture and environment



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Memorandum

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northinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date: February 28, 2013 File Number: 3030-20

To: Gabriola Island Local Trust Committee
For meeting of March 14, 2013

From: Chloe Fox
Island Planner

Re: 2012-2013 Annual Report – Draft Wording for Gabriola Island Local Trust Committee Section

The *Islands Trust Act* requires that Trust Council prepare an annual report of the operations of Trust Council, the Executive Committee and the Local Trust Committees. With the end of the fiscal year on March 31, 2013, it is now time to start compiling information for the 2012-2013 Annual Report. In developing the content of the report, Local Trust Committees (LTCs) are requested to provide wording for their individual sections of the report and are required to approve the final wording of their section of the report. The purpose of this memo is to provide for consideration draft wording for the Gabriola Island LTC section of the 2012-2013 Annual Report.

While the length of each LTC's section will vary, LTCs are advised to aim for a minimum of two paragraphs and a maximum of one page. The section should describe the activities of the LTC over the fiscal year, such as projects or processes initiated or completed, and permits or rezonings of interest to the community.

The Gabriola Island LTC section from the 2011-2012 Annual Report reads as follows:

The Gabriola Island Local Trust Committee held 12 regular business meetings, ten special meetings, two public hearings and two Community Information Meetings. Work focused on continuing with Phase 1 of the Gabriola Island Official Community Plan review, culminating with the adoption of amending Bylaw No. 262 in September 2011. Bylaw No. 262 includes new and updated policies relating to multi-dwelling affordable housing and density banking for affordable housing, first nations cultural references, bicycle and bus routes, housekeeping, and community context updates. A list of recommended topic areas for Phase 2 of the Official Community Plan review was also developed, which will inform the work of the Gabriola Island Local Trust Committee through the next fiscal year.

To kick-start some of the work recommended for Phase 2 of the Gabriola Island Official Community Plan review, the Gabriola Island Local Trust Committee held a World Café workshop on the Village Core in October 2011 and established both an Agricultural Advisory Commission and a Transportation Advisory Commission. The Gabriola Island Local Trust Committee also began exploring options for using online public engagement tools as part of community consultation during Phase 2 of the Gabriola Island Official Community Plan review.

A stream mapping and assessment contract was carried out between November 2011 and February 2012 as a first step in achieving compliance with the provincial Riparian Areas Regulation. This work will help inform the creation of Development Permit policy over the course of 2012. The Gabriola Island

Local Trust Committee also developed a Development Permit Area Factsheet designed to enhance community knowledge of Development Permit Areas, their purpose and current use on Gabriola Island.

Two Agricultural Land Reserve applications, two Development Permit applications, two Development Variance Permit applications, four Subdivision Referral applications, and one Temporary Use Permit application were received over the course of this fiscal year. In addition, the emergency medical clinic rezoning was approved and work continued on several rezoning and subdivision referral applications from previous years.

Draft wording for the 2012-2013 Annual Report has been prepared by staff and is provided below for consideration:

The Gabriola Island Local Trust Committee held 11 regular business meetings and two Community Information Meetings in the 2012-2013 fiscal year. Work began with the completion of a survey on community engagement preferences, the results of which indicated a strong desire among the Gabriola community to see more opportunities for online engagement. These results fed into continued work on the Gabriola Island Official Community Plan review, which focused on the creation of development permit areas for riparian areas, in order to comply with the provincial Riparian Areas Regulation, and for steep slopes hazard areas. A website was developed to provide background information and updates on the project and provided opportunities for community members to comment online through a blog function. The steep slopes portion of the project was ultimately deferred while first reading was given to a bylaw establishing a new development permit area for riparian areas. In conjunction with this project, the Local Trust Committee gave first reading to bylaws designating circumstances and/or areas for which development approval information may be required and intends to forward an accompanying Development Approval Information Bylaw to Trust Council for consideration in 2013.

During the 2012-2013 fiscal year, the Local Trust Committee also adopted a Bylaw Enforcement Notification bylaw as well as a policy regarding the powers and duties of appointed Screening Officers.

Work continued on several rezoning and subdivision referral applications from previous years, as well as a number of new development permit and development variance permit applications. The Local Trust Committee also considered, and ultimately chose not to support, a proposal to Industry Canada for the siting of a new radio tower on Gabriola Island.

Respectfully prepared and submitted by:

Chloe Fox, RPP, MCIP
Island Planner

Pc: Courtney Simpson, Regional Planning Manager

Purpose To review and update current Development Permit Areas (DPAs) in the Gabriola Island Official Community Plan to implement the provincial *Riparian Areas Regulation*.

Background This project is part of the Gabriola Official Community Plan review. In 2011, Madrone Environmental Services Ltd. was contracted to assess and map watercourses subject to the provincial *Riparian Areas Regulation*. The mapping and recommendations of this report will assist in the development of an updated DPA. Previously, concern had been expressed regarding the general level of knowledge in the community around DPAs. In addition, at the outset, this project included the review and update of existing mapping and guidelines for hazardous and steep slope areas. This portion of the project was deferred indefinitely at the February 21, 2013 LTC regular business meeting.

- Objectives**
- Adoption of mapping and guidelines to implement the provincial Riparian Areas Regulation, including review of existing DPA-3.
 - Ongoing notification and effective engagement with property owners, residents and the Snuneymuxw First Nation.

- In Scope**
- Review and update of existing DPA-3, including mapping, justification, objectives and guidelines.
 - Consideration of clarification around when a development permit will be required, including possible exemptions for certain types of development.
 - Consistency of with the Islands Trust Policy Statement.
 - Consistency with *Riparian Areas Regulation* requirements.

- Out of Scope**
- Review of other DPAs
 - Review of other areas of the OCP
 - Major applications to amend the OCP while review is in progress.

- Links & Dependencies**
- LTC meeting schedule as framework for deliverables.
 - Victoria mapping department for draft mapping schedules.
 - Referral agency response turn-around
 - Island planner workload

- Critical Success Factors**
- Stay within reasonable budget
 - Clear and timely communication of project, timelines and opportunities for input to community
 - Development and implementation of a Development Approval Information bylaw in conjunction with the project
 - Cooperative, respectful environment
 - Executive Committee approval

Project Team
Name/Project Role
Chloe Fox/Island Planner
I.T. Victoria Mapping Department
Gabriola LTC
Lisa Webster-Gibson/ Planning Clerk (Legislative Process)

Governance	
Name/Project Role	Responsibility
GBLTC	Bylaw review / consideration /adoption
Executive Committee	Bylaw approvals
Minister of Community, Sport & Cultural Development	Bylaw approval

Interest Groups
Name
Property owners and residents
Snuneymuxw First Nation; other First Nations
RDN; MOTI; VIHA; other referral agencies
Advisory Planning Commission
Local Realtors, Contractors, Excavators

Risk Assessment				
Risk	Probability	Impact	Response Strategy	Residual Risk
LTC efforts focused on other regional or trust wide work program items	Low	High	Promote project to work program priority #1 until final adoption	Low
Unable to meet deliverable dates due to aggressive timelines	Med	High	Detailed planning, clear roles and responsibilities of team members	Low
Property owner discourse over private property rights or implications of land use regulations being proposed	Med	High	Clear communications; ample opportunity for public review of draft regulations	Low
Unable to meet deliverable dates due to staff time commitments to development applications	Med	High	LTC direction on staff time allocation. RPM to balance application workload between Planner 1 / 2 / Island Planner	Low

Workplan Overview	
Deliverable/Milestone	Targeted Completion
General education on DPAs with community	Aug. 2012
Release of draft DPA amendments	Sept. 2012
Consultation with community / APC on draft DPA amendments	Nov. 2012 to Jan. 2013
1st reading of draft bylaw—agency and First Nation referrals	Feb. 2013
Public Hearing and further readings	May 2013
Submission of draft bylaw to Executive Committee/Minister of CSCD	May 2013
Consideration of adoption of DPA amendments	June / July 2013

Budget	
Item	Cost
Steep Slopes Mapping & DPA review <i>Spent but no longer part of project</i>	<i>\$7,100</i>
Consultation & DPA Review	\$3,500
Legislative Process	\$2,000
Advertising	\$900
Total	\$13,500

Regional Planning Manager Approval:
Courtney Simpson
Date: March 3, 2013

GBLTC Endorsement Resolution #:

Date:

Communications Strategy – February 28, 2013

1.0 Objectives & Scope

Project Name	Gabriola Island DPAs (Riparian Areas)	
What is the decision being made in this project?	OCP amendments to update development permit areas mapping and guidelines for implementation of the provincial <i>Riparian Areas Regulation</i> (RAR).	
Who will make the final decision?	Gabriola Island Local Trust Committee	
What is the scope of this project?	Review and update of existing Development Permit Area No. 3 – Hoggan Lake (DPA-3), including mapping, justification, objectives and development guidelines.	
How will this project decision impact: - Other LTC decisions or projects - Individuals / Businesses - Specific communities - Environment	- The guidelines adopted will direct future LTC decisions on DP applications within identified riparian areas - The updating of DPAs will impact landowners within the areas identified as they will be subject to updated and/or new regulations for land development - The project is intended to add further protection to private property and the environment by ensuring development occurs in an appropriate manner near sensitive riparian ecosystems	
Are there historical factors or previous decisions that will affect how this project is implemented?	In 2006 the provincial government introduced RAR, which local governments are required to implement through their land use planning powers. Gabriola Island has yet to achieve compliance with this legislation. A lack of understanding amongst the general public around DPAs has been identified, in particular around the obligations of the LTC under the <i>Local Government Act</i> with respect to DPAs. The LTC has developed a DPA factsheet to foster greater levels of public knowledge around DPAs and additional education regarding DPAs should be incorporated into consultation at the outset of the project to ensure informed engagement. While this will incur additional costs on the project, there will be benefit to future projects involving DPAs.	
Why would you involve the public in this decision? What exactly do you want to achieve?	The intention is to first inform the public about DPA legislation and the purpose of DPAs and then, to consult on proposed amendments. We want the public to be more informed on the purpose and application of DPAs and how they are affected by the designation of a DPA. Secondly, we want public feedback on proposed amendments and additions to DPAs.	
What information do decision makers need to assist them in this decision?	The LTC needs to know that the proposed amendments will bring Gabriola Island into compliance with RAR.	
What factors will influence the decision about level and scope of consultation? How?	FACTOR	IMPACT
	Resources	Limited budget and staff time may limit the possibilities with respect to engagement
	Potential tie-ins	A Development Approval Information bylaw will be developed in conjunction with the project
Driving questions: - What information are you seeking from the public? - How will this add value to the decision making process?	Seeking to inform the community and to come to some common ground for implementation that achieves the objectives of the project in a way that is implementable and understood by those working with them. This will provide the basis for future LTC decisions on DP applications and should mitigate community concern regarding future decisions.	

2.0 Methods & Delivery

CONSULTATION STAGE 1 – General Education

<i>Project Name</i>	<i>Gabriola Island DPAs (Riparian Areas)</i>			
Methods	Cost	Content Focus	Audience	Publication Date
Web Page	To be developed in-house by staff using Wordpress. Launch advertised in both local papers. Rough estimate: \$300	Repository for general information and project specific information	Property owners, residents, local realtors & contractors, general community	Aug. 2012
Newspaper Article Series	To be written by staff, featured in both local newspapers Rough estimate: \$1000	Series of three short articles written by staff focused on certain general aspects of DPAs	Property owners, residents, local realtors & contractors, general community	Aug. 2012

CONSULTATION STAGE 2 – Public Input on Proposed Amendments

<i>Project Name</i>	<i>Gabriola Island DPAs (Riparian Areas)</i>			
Methods	Cost	Content Focus	Audience	Publication Date
Blog on web page	To be developed in-house by staff using the same web page developed in Stage 1 Rough estimate: N/A	Allow individuals to post comments on draft amendments, possibility of hosting surveys	Property owners, residents, local realtors & contractors, general community	Sept. 2012
Mail-out	To all affected property owners Rough estimate: \$2500	Explaining the proposed amendments and how they will affect property owners and residents	Property owners and residents	Dec. 2012
Advisory Planning Commission	Rough estimate: N/A	Referral of draft amendments to APC for comment	Advisory Planning Commission members	Nov. 2012 (RAR) <i>Jan. 2013 (Steep Slopes – No longer part of project)</i>
Community Information Meetings (2)	Two consecutive advertisements, run in both local papers for each meeting Rough estimate: \$600	To present and obtain feedback on draft amendments prior to 1 st reading and to answer questions prior to public hearing	Property owners, residents, local realtors & contractors, general community	1 - Jan. 2013 2 – May 2013



Memorandum

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northinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date: February 28, 2013

File Number: 6500-20 (Gabriola Island Development Permit Areas – Riparian Areas)

To: Gabriola Island Local Trust Committee
For meeting of March 14, 2013

From: Chloe Fox
Island Planner

Re: Information Guide to Proposed Bylaws 265, 266, 267 and 268

At the February 21, 2013 regular business meeting, the Gabriola Island Local Trust Committee (LTC) passed a resolution requesting that staff develop a guide to Proposed Bylaws 265, 266, 267 and 268 to explain, in plain language for public consumption, how the bylaws fit together, what new regulations the bylaws contain and what administrative implementation items the Proposed Bylaws contain.

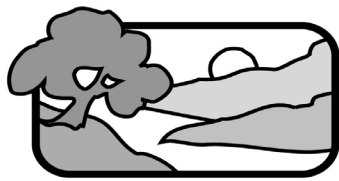
Staff has prepared an Information Guide intended as an explanatory accompaniment to the Proposed Bylaws, which is attached to this memorandum for reference. As per the instruction given to staff at the February 21, 2013 regular business meeting, this guide will be posted to the Gabriola page of the Islands Trust website along with the Proposed Bylaws.

Respectfully prepared and submitted by:

Chloe Fox, RPP, MCIP
Island Planner

Attachment: Information Guide to Proposed Bylaws 265, 266, 267 and 268

Pc: Courtney Simpson, Regional Planning Manager



Islands Trust

Gabriola Island Local Trust Committee

INFORMATION GUIDE

Proposed Bylaws 265, 266, 267 and 268

DESCRIPTION OF BYLAWS

Proposed Bylaws 265 & 266

These companion bylaws **amend the Gabriola OCP and the Gabriola LUB** to:

- Designate circumstances where applicants for development may be required to submit information on the anticipated impacts of the proposed development, which will implement existing policies and clarify existing procedures;
- Move existing development permit area guidelines from the Gabriola OCP to the Gabriola LUB;
- Include the designation of and guidelines for new Development Permit Area 3 - Riparian Areas, which will implement the provincial *Riparian Areas Regulation*.

Proposed Bylaw 267

This bylaw **amends the Mudge OCP** to:

- Designate circumstances where applicants for development may be required to submit information on the anticipated impacts of the proposed development, which will implement existing policies and clarify existing procedures.

Proposed Bylaw 268

This bylaw **amends the Decoucy OCP** to:

- Designate circumstances where applicants for development may be required to submit information on the anticipated impacts of the proposed development, which will implement existing policies and clarify existing procedures.

WHAT'S NEW?

Development Permit Area 3 - Riparian Areas

Proposed Bylaws 265 and 266, which amend the Gabriola OCP and Gabriola LUB respectively, will create a new development permit area: **Development Permit Area 3 - Riparian Areas**. This development permit area will replace existing Development Permit Area 3 - Hoggan Lake and will bring the Gabriola Local Trust Area in compliance with the provincial *Riparian Areas Regulation*.

WHAT'S THE SAME?

Development Permit Area Guidelines

The Gabriola OCP currently designates 9 development permit areas and contains guidelines for development in these areas. Proposed Bylaws 265 and 266, amending the Gabriola OCP and the Gabriola LUB respectively, will move these existing guidelines from the Gabriola OCP to the Gabriola LUB. This will allow for smoother processes when and if these guidelines are reviewed and updated.

IMPLEMENTING EXISTING POLICIES - DEVELOPMENT APPROVAL INFORMATION

Proposed Bylaws 265, 267 and 268 designate circumstances where development applicants may be required to submit information on the anticipated impacts of the proposed development. In British Columbia, this type of information is called **Development Approval Information** and a Development Approval Information Bylaw is the legal mechanism through which local governments can require this information from applicants. A Development Approval Information Bylaw effectively implements existing policies that currently request impact information from development applicants by clarifying when, how and in what form this information will be required. The first step in establishing a Development Approval Information Bylaw is to designate circumstances and/or areas in which this information may be required.

- **Gabriola** - Proposed Bylaw 265 designates all zoning amendment applications, all temporary use permit applications and environmental development permit areas as circumstances where development approval information may be required.
- **Mudge** - Proposed Bylaw 267 designates all zoning amendment applications and all temporary use permit applications as circumstances where development approval information may be required. There are no development permit areas in the Mudge Planning Area.
- **Decoucy** - Proposed Bylaw 268 designates all zoning amendment applications as circumstances where development approval information may be required. There are no development permit areas or temporary use permit designations in the Decoucy Planning Area.

This guide is provided for convenience only and does not form part of the Proposed Bylaws. For more information on development permit areas, please see the Gabriola Island Development Permit Areas Factsheet, available on the Islands Trust website. For more information generally, please contact Islands Trust staff at 250-247-2063 or northinfo@islandstrust.bc.ca.



Memorandum

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northinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date: March 5, 2013

File Number: 6500-20 (Gabriola Island Development Permit Areas – Riparian Areas)

To: Gabriola Island Local Trust Committee
For meeting of March 14, 2013

From: Chloe Fox
Island Planner

Re: Visual Aids to Riparian Areas Regulation and Streamside Protection and Enhancement Areas Process

At the February 21, 2013 regular business meeting, the Gabriola Island Local Trust Committee (LTC) requested that staff recommend visual aids to the Riparian Areas Regulation (RAR) and Streamside Protection and Enhancement Areas (SPEA) process, such as an existing video that illustrates how stream buffers are established and how development can proceed within the Riparian Assessment Area. The LTC also requested that these recommended materials be posted to the Gabriola LTC webpage.

Under RAR, a SPEA is defined as “an area adjacent to a stream that links aquatic to terrestrial ecosystems and includes both existing and potential riparian vegetation and existing and potential upland vegetation that exerts and influence on the stream, the size of which is determined according to this regulation on the basis of an assessment report provided by a qualified environmental professional (QEP) in respect of a development proposal.”

Staff has attempted find suitable existing materials that illustrate the process for determining the SPEA; however, no videos or other recommended visual resources have been found. This is likely due to the fact that there are two separate assessment methods that may be used within the Riparian Assessment Area to determine the SPEA, one of which the QEP, in consultation with the landowner, will select. This selection is typically based on the specific nature of the lot and the type of development proposed.

Given the lack of existing resources regarding the RAR and SPEA processes, staff request further LTC direction on how to proceed and provide the following options for consideration:

- 1) The RAR pamphlet produced by the provincial Ministry of Environment, attached herein, contains a section that generally illustrates the SPEA process – in that the SPEA is not the same as the Riparian Assessment Area, that is, the development permit area – and could be easily posted to the Gabriola LTC webpage.
- 2) More detailed information on how the SPEA is determined can be found in the RAR Assessment Methods, which form part of the Regulation. This document can be found at the following link: http://www.env.gov.bc.ca/habitat/fish_protection_act/riparian/documents/assessment_methods.pdf. This link could also be posted to the Gabriola LTC webpage; however, it is a large, 73-page document, which may not lend itself to greater public awareness and understanding.

- 3) The Saltspring Island Local Trust Committee has recently developed a video regarding the RAR. While this video does not speak specifically to the RAR process for establishing the SPEA, it does contain useful information regarding riparian areas, why they are important and current protection measures in the Saltspring Island Local Trust Area, some of which are applicable to the Gabriola Local Trust Area as well (e.g. the Natural Areas Protection Tax Exemption Program (NAPTEP)). This is the first video in a series and, as they are completed, the LTC may wish to post links to the videos on the Gabriola LTC webpage. The following videos are intended to be more technical in nature. The first video can be found at the following link: <http://www.youtube.com/watch?v=acWnTmTbE7U&feature=youtu.be>.

Respectfully prepared and submitted by:

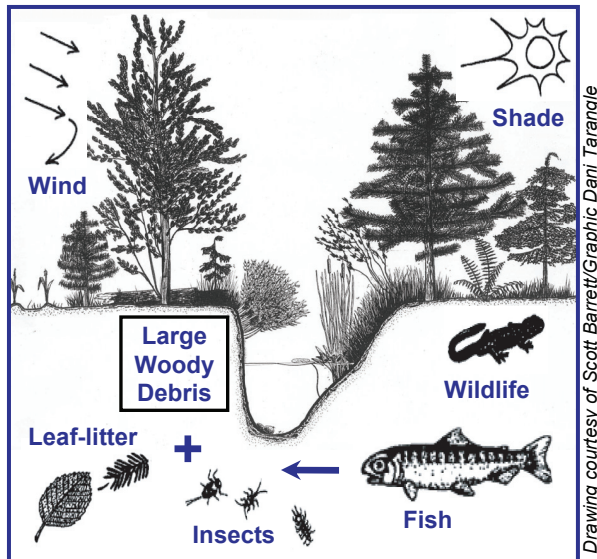
Chloe Fox, RPP, MCIP
Island Planner

Attachment: BC Ministry of Environment Riparian Areas Regulation Pamphlet

Pc: Courtney Simpson, Regional Planning Manager

What is a Riparian Area?

Riparian areas are the areas bordering on streams, lakes, and wetlands that link water to land. The blend of streambed, water, trees, shrubs and grasses directly influences and provides fish habitat.



Fish need trees!

The riparian area is fish habitat. It provides shade and shelter from predators, as well as a home and food for the insects that are food for fish. It provides wood to the stream that provides shelter and nutrients. The Riparian Area also protects water quality by filtering rainwater runoff and slowing flow from heavy rains. The spongy soils soak up excess water and release it slowly, protecting you from floods and sudden bank erosion.

Riparian areas are highly productive ecosystems and are a critical source of British Columbia's biodiversity.

What can I do?

Preventing damage to riparian fish habitat is easier than restoring it if damage has occurred. You can restore damaged riparian areas by allowing natural revegetation to take its course and by re-establishing native plants, as appropriate. Encourage your neighbours to do the same. Fish don't understand property boundaries!

Value for fish and for people.

Permanently protected natural areas make neighbourhoods desirable and can have a positive impact on your property values.

Protected riparian areas mean:

- Better surface and ground water quality
- Lower water and waste treatment costs
- Higher aesthetic values
- Lower greenhouse gas emissions
- Healthy fish habitat
- Lower flood hazards
- Better air quality, and much more!

It will take all of us working cooperatively in our communities and with all levels of government to keep riparian areas healthy. To verify that our collective efforts are adequately protecting riparian areas, spot inspections and ongoing project monitoring of development will be conducted.



For more information:

Consult your local government to learn about the permit and approval process for developments in your riparian area. To find out more about how you can protect and conserve riparian areas and obtain the RAR implementation guidebook visit:

- www.env.gov.bc.ca/habitat/fish_protection_act/riparian/riparian_areas.html

For a list of regional districts and municipalities where the Riparian Areas Regulation applies visit:

- www.env.gov.bc.ca/habitat/fish_protection_act/riparian/documents/TablewithLocalgovernments.pdf

For more information about riparian areas visit:

- www.livingbywater.ca
- www.stewardshipcentre.bc.ca

Do you have a Stream, Lake, Wetland or Ditch on or beside your property?



You need to know:

Provincial and Federal legislation may apply to you. This brochure is intended to assist land owners & developers who are planning development activities in riparian areas adjacent to streams or other water bodies.

This pamphlet is a guide only. It is not a substitute for the Federal Fisheries Act, the Riparian Areas Regulation or your local government's bylaws.

It's the Law.

You will need to protect riparian fish habitat when your new development or redevelopment project is near a **stream, river, creek, pond, lake, or a connected ditch, spring or wetland**, if it provides fish habitat or provides nutrients to fish habitat.

Valuable riparian **fish habitat** is protected by the federal **Fisheries Act** and the provincial **Fish Protection Act** (including the **Riparian Areas Regulation (RAR)**), and the **Water Act** and municipal bylaws.

Fish habitats are areas on which fish depend on directly or indirectly for a variety of needs including **spawning, nursery, rearing, food supply and migration**.

If your project is...

...a residential, commercial or industrial activity **within 30 metres of a watercourse, AND**

You are planning any of the following:

- Removing or altering plants
- Disturbing soils
- Constructing buildings and structures
- Constructing roads, trails, docks, wharves, bridges
- Creating hard surfaces such as decks and pavement
- Installing works for flood protection
- Developing drainage systems and utility corridors
- Servicing sewage and water systems
- Servicing subdivisions

...the **Riparian Areas Regulation** may affect your development. The regulation encourages responsible development. It helps you conduct your activities responsibly to avoid degrading valuable riparian fish habitat.

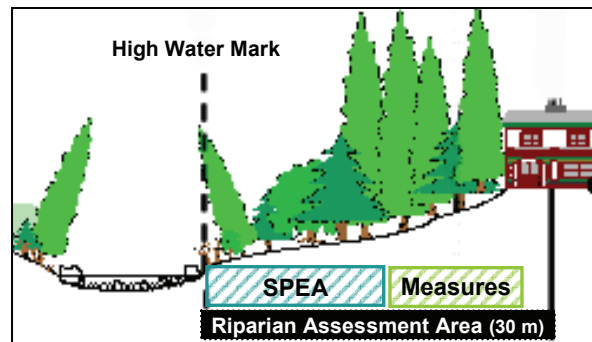
About the Regulation:

Under the **Fish Protection Act** local governments may ensure the protection of riparian areas in a number of different ways. The Riparian Areas Regulation is **provincial legislation** that requires **local governments in applicable areas** to protect riparian areas during residential, commercial, and industrial development.

Consult with your local government to find out how their bylaws require your development project near a watercourse to recognize and protect riparian areas.

When RAR applies to you:

If the **Riparian Areas Regulation** applies to your development, you need to have your property assessed by a **Qualified Environmental Professional**. The assessment will determine the **Streamside Protection and Enhancement Area (SPEA)** on your property, which represents the development setback to prevent degradation of fish habitat. Additional measures to maintain riparian fish habitat, such as sediment and erosion control, may be included in the assessment. SPEA vegetation must be left in, or allowed to return to, a natural, undisturbed state. Formal trails and landscaping may be restricted in SPEAS if they have the potential to damage vegetation and/or interfere with the ability of the riparian area to provide fish habitat.



Qualified Environmental Professionals (QEPs) include agrologists, biologists, foresters, geoscientists, and technologists who are in good standing with their respective professional organizations **working in their area of expertise**. To find a QEP who has undertaken training specific to the **Riparian Areas Regulation**, contact the Fisheries Extension Program at Malaspina College or visit www.mala.ca/fae 36

To get your project approved:

Step 1

Check with your **local government** for the rules that apply to developing property within the riparian area (**30 metres of a stream, shore or ravine bank**)

Step 2 (a)

If your local government has **determined setbacks** based on fish values in their bylaws, you need to abide by them. **Go to Step 6.**

OR

Step 2 (b)

Where your local government is willing to consider development in riparian areas and has **not established setbacks**, a **Qualified Environmental Professional (QEP)** **will be required** to assess the development site to determine the setbacks and protection measures. The QEP's assessment should be completed **early in the development process** so your project is **designed** to avoid impact on riparian area including for fish habitat.

Step 3

The QEP completes the **assessment report** that evaluates the riparian area (see diagram previous panel) using a standard procedure. The assessment determines how to protect riparian fish habitat.

Step 4

If it is not possible to accommodate the development based on the QEP report, the development proposal can usually be adjusted:

- By developing **outside the riparian area**,
- Through **redesign** of the development to avoid impacts on the riparian area, or
- Through the local government's **flexibility option or relaxing** of other setbacks (for more information see Implementation Guidebook).

If there is no buildable area outside of the setback, with support from your local government you can consult with **Fisheries and Oceans Canada (DFO)** to explore other options.

Step 5

The **QEP submits the report** to Ministry of Environment (MoE) to notify them of the development. MoE then notifies the local and federal governments that the QEP report has been received.

Step 6

If the SPEAS in the riparian areas can be protected, your local government **may now approve** your development subject to other conditions and bylaws.

When you fully and carefully implement the **Streamside Protection and Enhancement Areas (SPEAs)** and related measures within riparian areas, as provided by a **Qualified Environmental Professional (QEP)** following a **RAR Assessment**, you should not, in the opinion of Fisheries and Oceans Canada (DFO), cause a **harmful alteration, disruption or destruction (HADD)** of riparian fish habitat.

DRAFT

Gabriola Island Local Trust Committee

BYLAW NO. 265

A BYLAW TO AMEND THE GABRIOLA ISLAND OFFICIAL COMMUNITY PLAN, NO. 166

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

1. Bylaw No 166, cited as "Gabriola Island Official Community Plan (Gabriola Island) Bylaw No. 166, 1997" is amended as shown on Schedule 1, attached to and forming part of this bylaw.
2. This bylaw may be cited as "Gabriola Island Official Community Plan (Gabriola Island) Bylaw 166, 1997, Amendment No. 1, 2012"

READ A FIRST TIME THIS	DAY OF	, 2013
PUBLIC HEARING HELD THIS	DAY OF	, 2013
READ A SECOND TIME THIS	DAY OF	, 2013
READ A THIRD TIME THIS	DAY OF	, 2013
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST		
THIS	DAY OF	, 2013
APPROVED BY THE MINISTER OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT		
THIS	DAY OF	, 2013
ADOPTED THIS	DAY OF	, 2013

SECRETARY

CHAIRPERSON

Gabriola Island Local Trust Committee

Bylaw No. 265

Schedule 1

The Gabriola Island Official Community Plan Bylaw No. 166 cited as “Gabriola Island Official Community Plan (Gabriola Island) Bylaw No. 166, 1997”, is amended by:

1. Schedule A – Preface is amended as follows:

- a) To the section “Map Schedules”, the text of this section is deleted and replaced with the following:

“The Plan contains the following map schedules which form an integral part of the bylaw:

- I. Schedule B – the Plan Map contains land use designations
- II. Schedule C – the Development Permit Areas Map shows the location of development permit areas 1, 2, 4, 5, 6, 7, 8 and 9
- III. Schedule D – the Development Permit Area 3 – Riparian Areas Map shows the location of Development Permit Area 3 – Riparian Areas”

- b) To the section “Interpretation” at the end of the second paragraph and before the period the following text is inserted:

“and Schedule D”

2. “Section 2.0 [General Land Use]” is amended as follows:

- a) A new sub-section is inserted after the “General Land Use Policies” sub-section, as follows:

“Development Approval Information – Circumstances and Special Conditions

Circumstances

- l) Applicants for a zoning amendment in all designations of this Plan may be required to provide development approval information.

Special Conditions / Justification

- m) This Plan attempts to preserve the unique environment of the Gabriola Planning Area for future generations through its established goals, which speak to the protection of the natural environment and its sensitive ecosystems, the preservation of rural character and the promotion of a healthy community. In order to achieve the goals of this Plan and to fulfill the Object of the Islands Trust, future land use and development decisions must consider the anticipated impacts of proposed development on the environment and community resources. Development approval information may be required to ensure that development may be adequately serviced and accommodated in a manner that sustains natural resources, environmentally sensitive areas and the rural character of the Gabriola Planning Area. Development approval information may be required to help the Local Trust Committee determine appropriate uses, density and siting of future development.”

- b) The policies under the sub-section “General Land Use Advocacy Policies” are re-numbered accordingly.

3. Amending “Section 3.8 [Temporary Use Permits]” as follows:

- a) A new sub-section is inserted after the “Designations” sub-section, under the heading “Temporary Use Permit Designations and Guidelines”, as follows:

“Development Approval Information – Circumstances and Special Conditions

Circumstances

- b) Applicants for a temporary use permit in any land use designation of this Plan may be required to provide development approval information.

Special Conditions / Justification

- c) Temporary use permits are provided for in this Plan in order to give consideration to allowing certain types of commercial and/or industrial uses to be located in the Planning Area on a temporary basis, provided that the integrity of the existing neighbourhood would not be adversely affected and that may be adequately serviced. Development approval information may be required in order to ensure that the proposed use may be adequately serviced and may occur in a manner that complies with the guidelines of the Plan and that does not adversely affect local neighbourhoods or the environment. Development approval information may be required by the Local Trust Committee to determine appropriate uses, density and siting of temporary uses as well as appropriate permit conditions.”

- b) The policies under sub-section “Guidelines” are re-numbered accordingly.

4. Amending “Section 9.1 [Development Permits for Protection of the Natural Environment]” as follows:

- a) To sub-section “DP-1 The Tunnel” the existing paragraph directly below that heading is deleted and replaced with the following text:

“Development Permit Area 1 (Schedule C) is designated as a development permit area according to Section 919.1(1)(a) of the *Local Government Act* for the protection of the natural environment, its ecosystems and biological diversity. The area is also designated as an area for which development approval information may be required as authorized by Section 920.01 of the *Local Government Act*. Development approval information in the form of a report from a Registered Professional Biologist (R.P.Bio.) and/or another qualified professional may be required due to the special conditions and objectives described below.”

- b) To sub-section “DP-1 The Tunnel” a new sub-section is inserted, before the sub-heading “Objective” as follows:

“Justification

The shrub and tree canopy along North Road is an important scenic, heritage and environmental amenity that enhances the rural character of Gabriola. The designation of this area as a development permit area for the purposes of protecting the natural environment, its ecosystems and biological diversity will help ensure that the tree canopy and shrub buffer area will be maintained along North Road.”

- c) To sub-section “DP-1 The Tunnel”, the sub-heading “Development Guidelines” and the text under that sub-heading are deleted.
- d) To sub-section “DP-1 The Tunnel” the following text, is inserted following the sub-section “Objective”:

“Information Note: Development Permit Area Guidelines for DP-1 The Tunnel are in the Gabriola Island Land Use Bylaw.”

- e) To sub-section “DP-2 Lock Bay Area” the existing paragraph directly below that heading is deleted and replaced with the following text:

“Development Permit Area 2 (Schedule C) is designated as a development permit area according to Section 919.1(1)(a) of the *Local Government Act* for the protection of the natural environment, its ecosystems and biological diversity. The area is also designated as an area for which development approval information may be required as authorized by Section 920.01 of the *Local Government Act*. Development approval information in the form of a report from a Registered Professional Biologist (R.P.Bio.) and/or or another qualified professional may be required due to the special conditions and objectives described below.”

- f) To sub-section “DP-2 Lock Bay Area” a new sub-section is inserted before the sub-heading “Objective”, as follows:

“Justification

Lock Bay has been identified as a sensitive, unique beach of sand and gravel isolating a marsh of about 40 acres (Special Areas and Features Inventory, 1995). The designation of this area as a development permit area for the purposes of protecting the natural environment, its ecosystems and biological diversity will help ensure that the environmental values of this area are protected from the potential impacts of land development.”

- g) To sub-section “DP-2 Lock Bay Area” the sub-heading “Development Guidelines” and the text under that sub-heading are deleted.
- h) To sub-section “DP-2 Lock Bay Area” the following text is inserted, following the sub-section “Objective”:

“Information Note: Development Permit Area Guidelines for DP-2 Lock Bay Area are in the Gabriola Island Land Use Bylaw.”

- i) “DP-3 Hoggan Lake Area” is deleted in its entirety and replaced with the following:

“DP-3 Riparian Areas

Development Permit Area 3 (DP-3) is established, pursuant to Section 919.1(1)(a) of the *Local Government Act*, for the protection of the natural environment, its ecosystems and biological diversity.

Terms used in this section that are defined in the provincial *Riparian Areas Regulation* (RAR), which may be obtained from the provincial Ministry of Forests, Lands and Natural Resource Operations or from the BC Laws website, are intended to be interpreted in accordance with the definition given in the Regulation, as it may be amended from time to time.

Location

DP-3 includes all land designated on Schedule D of this plan as being within the Riparian Areas development permit area. DP-3 includes the following:

Riparian Assessment Areas related to the streams identified on Schedule D as the term is defined in the provincial *Riparian Areas Regulation*, and which includes any of the following that provides fish habitat:

- a) a watercourse, whether it usually contains water or not;
- b) a pond, lake, river, creek or brook;
- c) a ditch, spring or wetland that is connected by surface flow to something referred to in paragraph (a) or (b);

and consisting of the surface of the water body and:

- for a stream, a 30 metre strip on both sides of the stream measured from the high water mark;
- for a ravine less than 60 metres wide, a strip on both sides of the stream measured from the high water mark to a point that is 30 metres beyond the top of the ravine bank;
- for a ravine 60 metres wide or greater, a strip on both sides of the stream measured from the high water mark to a point that is 10 metres beyond the top of the ravine bank;
- for a lake, wetland or other water body, 30 m around the water body measured from the high water mark of the water body;

and Schedule D shall be so interpreted.

The designation and delineation of Development Permit Area 3 consists of a digital record stored and maintained in a Geographic Information System (GIS) at the offices of the Islands Trust. The actual location of the streams and water bodies may need to be determined on a site-specific basis by a qualified environmental professional or a surveyor.

Justification

This development permit area contains streams, lakes and wetlands and their associated riparian areas, which have been identified as potential fish habitat. Riparian areas are necessary for stream and watershed health. Our job as stewards of the land is to ensure that these areas continue to function well into the future.

Riparian ecosystems perform a number of valuable services to humans, plants and animals alike. They support a diversity of plants and animals, provide important refuges and migration routes for birds and wildlife, and support fish life processes. Vegetation in riparian areas moderates the volume and rate of water flowing through the watershed and stabilizes stream banks by holding soil in place. Plant root systems enhance the soil's ability to absorb water by making it more porous. This allows water to be stored and released slowly into the watercourse, reducing erosion and flooding. Soils also filter impurities and sediment from runoff water, improving water quality in the stream channel.

Riparian vegetation provides food and shelter for fish. Shade from trees within the riparian area regulates water temperatures within the stream, which is critical for salmon, trout and other fish species that need cool water to survive. Logs and other woody debris fall into streams from the riparian area influencing stream channel morphology, dissipating the stream's natural erosive energy and providing habitat for a diverse range of species. Land use practices including land clearing, road building, construction of buildings and structures, and location of septic systems in or near riparian areas can jeopardize these habitats and water quality. Protection of riparian vegetation and watercourses is therefore necessary to protect the natural environment, ecosystems and biological diversity of Gabriola Island.

It is a policy of the Islands Trust Council that local trust committees shall in their Official Community Plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or water courses, wetlands or riparian zones and to protect aquatic wildlife.

Furthermore, the province of British Columbia's *Fish Protection Act*, requires that local governments establish regulations to protect riparian areas. This designation is intended to protect riparian areas from development so that the areas can provide natural features, functions and conditions that support fish life processes.

Objectives

The objectives of this development permit area are as follows:

1. To protect the biological diversity and habitat values of riparian and aquatic ecosystems
2. To protect the natural environment necessary to conserve productive fish habitat, including both streams and the adjacent land and vegetation
3. To minimize adverse impacts of land use practices on fish habitat, which includes plant habitats in riparian areas

Development Approval Information

Development Permit Area 3 is designated as an area for which development approval information may be required as authorized by Section 920.01 of the *Local Government Act*. Development approval information in the form of a report from a qualified environmental professional (QEP) or another professional may be required due to the special conditions and objectives described above.

"Information Note: Development Permit Area Guidelines for DP-3 Riparian Areas are in the Gabriola Island Land Use Bylaw."

- j) To sub-section "DP-4 Flat Top Islands Area" the existing paragraph directly below that heading is deleted and replaced with the following text:

"Development Permit Area 4 (Schedule C) is designated as a development permit area according to Section 919.1(1)(a) of the *Local Government Act* for the protection of the natural environment, its ecosystems and biological diversity. The area is also designated as an area for which development approval information may be required as authorized by Section 920.01 of the *Local Government Act*. Development approval information in the form of a report from a Registered Professional Biologist (R.P.Bio.) and/or another qualified professional may be required due to the special conditions and objectives described below."

- k) To sub-section "DP-4 Flat Top Islands Area" a new sub-section is inserted before the sub-heading "Objective" as follows:

"Justification

The Flat Top Islands and Breakwater Island have been identified as having high and moderate-high marine, vegetation and wildlife natural areas. The designation of this area as a development permit area for the purposes of protecting the natural environment, its ecosystems and biological diversity will help ensure that the environmental values of this area are protected from the potential impacts of land development."

- l) To sub-section "DP-4 Flat Top Islands Area" the sub-heading "Development Guidelines" and the text under that sub-heading is deleted.
- m) To sub-section "DP-4 Flat Top Islands Area" the following text is inserted following sub-section "Objective":

"Information Note: Development Permit Area Guidelines for DP-4 Flat Top Islands Area are in the Gabriola Island Land Use Bylaw."

- n) To sub-section "DP-5 Gabriola Pass Area" the existing paragraph directly below that heading is deleted and replaced with the following text:

“Development Permit Area 5 (Schedule C) is designated as a development permit area according to Section 919.1(1)(a) of the *Local Government Act* for the protection of the natural environment, its ecosystems and biological diversity. The area is also designated as an area for which development approval information may be required as authorized by Section 920.01 of the *Local Government Act*. Development approval information in the form of a report from a Registered Professional Biologist (R.P.Bio.) and/or another qualified professional may be required due to the special conditions and objectives described below.”

- o) To sub-section “DP-5 Gabriola Pass Area” a new sub-section is inserted before the sub-heading “Objective as follows:

“Justification

Within the Gabriola Pass Area, the intertidal area is boulder-tiered ledges, sandstone and shale formations and sand and gravel banks. Tide pools exist along the length of Gabriola Island. The sub-tidal area is largely devoid of human impact and is exceptionally rich in an abundance of marine life (Marine Life Sanctuaries Society of BC, 1996). The designation of this area as a development permit area for the purposes of protecting the natural environment, its ecosystems and biological diversity will help ensure that the environmental values of this area are protected from the potential impacts of development.”

- p) To sub-section “DP-5 Gabriola Pass Area” the sub-heading “Development Guidelines” and the text under that sub-heading are deleted.
- q) To sub-section “DP-5 Gabriola Pass Area” the following text is inserted following sub-section “Objective”:

“Information Note: Development Permit Area Guidelines for DP-5 Gabriola Pass Area are in the Gabriola Island Land Use Bylaw.”

- 5. Section 9.2 [Development Permits for the Protection of Development from Hazardous Conditions] is amended as follows:

- a) To sub-section “DP-6 Escarpment Areas”, the sub-heading “Development Guidelines” and the text under that sub-heading are deleted.
- b) To sub-section “DP-6 Escarpment Areas” the following text is inserted, following sub-section “Objective”:

“Information Note: Development Permit Area Guidelines for DP-6 Steep Slopes are in the Gabriola Island Land Use Bylaw.”

- 6. Section 9.3 [Development Permits to Establish Objectives and Guidelines for the Form and Character of Commercial, Industrial and Multi-dwelling Residential Development] is amended as follows:

- a) To sub-section “DP-7 The Village Centre the sub-heading “Development Guidelines” and the text under that sub-heading are deleted.
- b) To sub-section “DP-7 The Village Centre the following text is inserted as a new paragraph under the existing paragraph that begins “Development Permit Area 7...”:

“Information Note: Development Permit Area Guidelines for DP-7 The Village Centre are in the Gabriola Island Land Use Bylaw.”

- c) To sub-section “DP-8 Multi-dwelling Affordable Housing Development Permit Areas the sub-heading “Development Guidelines” and the text under that sub-heading is deleted.

- d) To sub-section “DP-8 Multi-dwelling Affordable Housing Development Permit Areas” the following text is inserted following sub-section “Objective”:

“Information Note: Development Permit Area Guidelines for DP-8 Multi-dwelling Affordable Housing Development Permit Areas are in the Gabriola Island Land Use Bylaw.”

- e) To sub-section “DP-9 Light Industrial Use Development Permit Area”, sub-heading “Development Guidelines” and the text under that sub-heading is deleted.
- f) To sub-section “DP-9 Light Industrial Use Development Permit Area” the following text is inserted following sub-section “Objective”:

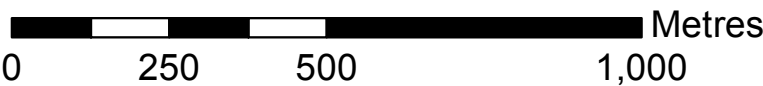
“Information Note: Development Permit Area Guidelines for DP-9 Light Industrial Use Development Permit Area are in the Gabriola Island Land Use Bylaw.”

- 7. A new schedule entitled “Schedule D – Development Permit Area 3 – Riparian Areas”, as shown in Plan 1, attached to and forming part of this bylaw, is added.

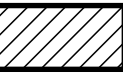
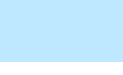
Bylaw 265
- PLAN 1 -

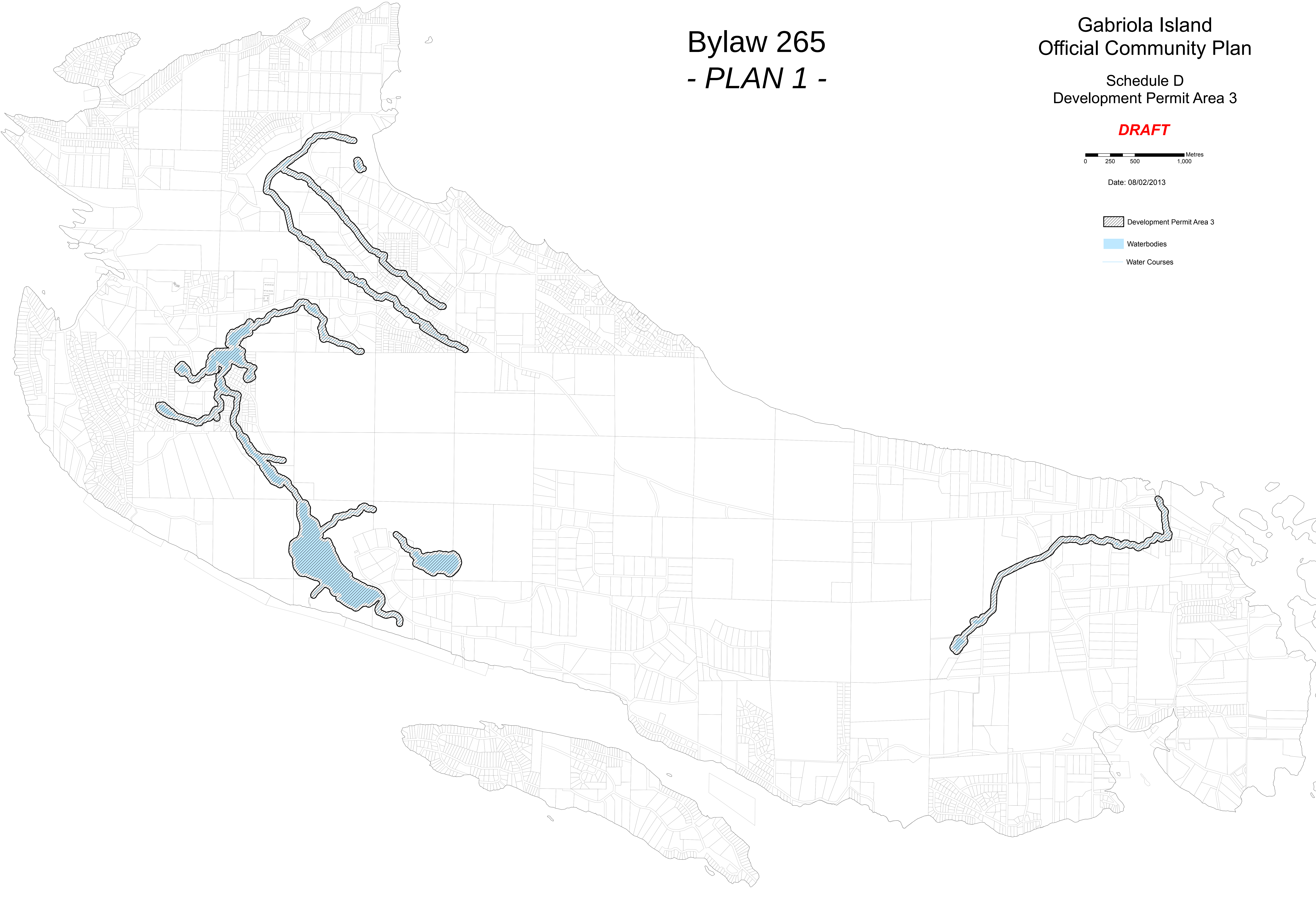
Gabriola Island
Official Community Plan
Schedule D
Development Permit Area 3

DRAFT



Date: 08/02/2013

-  Development Permit Area 3
-  Waterbodies
-  Water Courses



DRAFT

Gabriola Island Local Trust Committee

BYLAW NO. 266

A BYLAW TO AMEND THE GABRIOLA ISLAND LAND USE BYLAW, NO. 177

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

1. Bylaw No. 177, cited as “Gabriola Island Land Use Bylaw No. 177, 1999” is amended as shown on Schedule 1, attached to and forming part of this bylaw.
2. This bylaw may be cited as “Gabriola Island Land Use Bylaw 177, 1999, Amendment No. 1, 2012”

READ A FIRST TIME THIS	DAY OF	, 2013
PUBLIC HEARING HELD THIS	DAY OF	, 2013
READ A SECOND TIME THIS	DAY OF	, 2013
READ A THIRD TIME THIS	DAY OF	, 2013
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST		
THIS	DAY OF	, 2013
ADOPTED THIS	DAY OF	, 2013

SECRETARY

CHAIRPERSON

Gabriola Island Local Trust Committee

Bylaw No. 266

Schedule 1

Schedule “A” of Gabriola Island Land Use Bylaw No. 177 cited as “Gabriola Island Land Use Bylaw No. 177, 1999”, is amended by:

1. Adding a new part, immediately following “Part E – Subdivision”, as follows:

Part F – DEVELOPMENT PERMIT AREA GUIDELINES

Information Note: Development Permit Areas are designated and described in Section 9 of the Gabriola Island Official Community Plan and their locations are shown in Schedules C and D of that Plan.

F.1 DP-1 The Tunnel

F.1.1 Applicability

F.1.1.1 The following activities shall require a development permit whenever they occur within the DPA:

- a. subdivision of land
- b. construction of, addition to, or alteration of a building or other structure
- c. alteration of land

F.1.1.2 In the event that a parcel of land is subject to more than one development permit area, all development permit area guidelines shall apply and only one development permit, containing conditions based on guidelines in all applicable development permit areas, is required.

F.1.2 Guidelines

Prior to undertaking any applicable development activities within DP-1, an owner of property shall apply to the Local Trust Committee for a development permit, and the following guidelines apply:

F.1.2.1 A 183 metre (600 foot) wide tree canopy and shrub buffer shall be retained along North Road, measured 90.8 metres (300 feet) on either side of the centre line of the existing right-of-way, except in the case of land in the ALR, in which case the canopy buffer shall not be less than 30 metres.

F.1.2.2 Construction within the buffer area shall be limited to:

- a. roads
- b. trails, and
- c. public utility works (within a road right-of-way)

F.1.2.3 Where a utility corridor crosses the buffer area, the alignment shall be perpendicular to North Road so as to minimize the removal or disturbance of natural vegetation.

F.1.2.4 Roads shall alter the natural vegetation as little as possible and the number of accesses to North Road shall be limited to two on each side of North Road.

F.1.2.5 Water supply storage, utility buildings and wells shall be located outside of the tree canopy area.

F.1.2.6 Trees greater than 30.4cm (12”) calliper, measured 5 feet from the ground, shall not be cut or damaged.

F.1.2.7 Where this area includes trees that bear the nests of eagles or other species of birds, a buffer area around each nest tree should be left undisturbed. The size of the buffer should be determined prior to development by a qualified professional, with advice from the Ministry of Environment or the Canadian Wildlife Service.

F.2 DP-2 Lock Bay Area

F.2.1 Applicability

- F.2.1.1 The following activities shall require a development permit whenever they occur within the DPA:
- a. subdivision of land
 - b. construction of, addition to, or alteration of a building or other structure
 - c. alteration of land
- F.2.1.2 In the event that a parcel of land is subject to more than one development permit area, all development permit area guidelines shall apply and only one development permit, containing conditions based on guidelines in all applicable development permit areas, is required.

F.2.2 Guidelines

Prior to undertaking any applicable development activities within DP-2, an owner of property shall apply to the Local Trust Committee for a development permit, and the following guidelines apply:

- F.2.2.1 There shall be no disturbance of the vegetation or use of chemicals within 30 metres of the natural boundary of the sea except in accordance with any conditions specified in the permit.
- F.2.2.2 Garry oak meadows and similar indigenous species shall be identified and their habitats protected from disturbance.
- F.2.2.3 There shall be no alteration or disturbance causing a negative impact to the foreshore habitat.
- F.2.2.4 Buildings shall be integrated with the surrounding landscape and sited to minimize removal of vegetation.
- F.2.2.5 An assessment of the environmental impact, including mitigation measures required, prepared by a qualified professional, shall be required prior to any new developments or the expansion of an existing development.
- F.2.2.6 Existing trees and vegetation shall be retained along the upland area and adjacent to the foreshore in order to maintain the habitat and prevent erosion.
- F.2.2.7 Septic systems shall not be constructed within 30 metres of the natural boundary of a watercourse (including a body of water or the sea).
- F.2.2.8 Areas subject to flooding shall be subject to a 30 metre setback from the natural boundary of the sea, unless waived by the Ministry of Environment.
- F.2.2.9 Where this area includes trees that bear the nests of eagles or other species of birds, a buffer area around each nest tree should be left undisturbed. The size of the buffer should be determined prior to development by a qualified professional, with advice from the Ministry of Environment or the Canadian Wildlife Service.

F.3 DP-3 Riparian Areas

F.3.1 Definitions

- F.3.1.1 Terms used in Section F.3 that are defined in the provincial *Riparian Areas Regulation* are intended to be interpreted in accordance with the definition given in the Regulation, as it may be amended from time to time.

F.3.2 Applicability

- F.3.2.1 The following activities shall require a development permit whenever they occur within the DPA, unless specifically exempted under Policy F.3.3.1:
- a. subdivision, as defined in Section 872 of the *Local Government Act*

- b. construction of, addition to, or alteration of a building or other structure
- c. removal, alteration or destruction of vegetation
- d. disturbance of soils
- e. creation of non-structural or semi-impervious surfaces
- f. development, as that term is defined under the provincial *Riparian Areas Regulation*

F.3.2.2 In the event that a parcel of land is subject to more than one development permit area, all development permit area guidelines shall apply and only one development permit, containing conditions based on guidelines in all applicable development permit areas, is required.

F.3.3 Exemptions

F.3.3.1 The following activities are exempt from any requirement for a development permit. Despite these exemption provisions, owners must satisfy themselves that they meet any other applicable local, provincial or federal requirements.

- a. for certainty, all uses that are not residential, commercial or industrial or accessory to such a use
- b. interior or structural exterior alterations, renovations, maintenance, reconstruction or repair to a pre-existing permanent building or structure on an existing foundation or footprint to an extent that does not alter, extend or increase the footprint
- c. the removal of trees that have been examined by an arborist and certified to pose an immediate threat to life or property
- d. gardening and yard maintenance activities within a pre-existing landscaped area
- e. pruning of not more than two trees in one growing season and that is conducted in accordance with the standards and recommendations of the International Society of Arboriculture, and that does not involve: the lift pruning of lower limbs to the extent that the live crown ratio is less than 50%, the removal of more than 25% of the crown in one growing season, topping, or the pruning or removal of a structural root within the critical root zone
- f. ecological restoration or enhancement projects undertaken or authorized by a public body
- g. work that is authorized by Fisheries and Oceans Canada by permit under Section 35 of the *Fisheries Act*
- h. emergency procedures to prevent, control or reduce immediate threats to life or property including:
 - i. emergency actions for flood-protection and erosion protection,
 - ii. clearing of an obstruction from a bridge or culvert or an obstruction to drainage flow, and
 - iii. repairs to bridges and safety fences carried out in accordance with the *Water Act*
- i. farm operations as defined in the *Farm Practices Protection (Right to Farm) Act* and farm uses as defined in Section 2(2) of the *Agricultural Land Reserve Use, Subdivision, and Procedure Regulation*

Information Note: Some activities not listed here that are regulated under other provincial or federal legislation may not require a development permit.

F.3.4 Guidelines

Prior to undertaking any applicable development activities within DP-3, an owner of property shall apply to the Local Trust Committee for a development permit, and the following guidelines apply:

F.3.4.1 In general, all development in this DPA should be undertaken in a manner that restores or maintains the proper function and condition of the riparian area, water bodies and ecosystems. Where a Qualified Environmental Professional (QEP) or other professional has made recommendations for mitigation measures, enhancement or restoration in order to lessen impacts on the riparian area and ecosystems, the Local Trust Committee may impose permit conditions, including a requirement for security in the form of an irrevocable letter of credit, to ensure the restoration and/or protection of

riparian areas and ecosystems is consistent with the measures and recommendations described in the report.

- F.3.4.2 The development permit should not allow any development activities to take place within any Streamside Protection and Enhancement Area (SPEA) identified by the QEP and the owner should be required to follow any measures identified by the QEP for protecting the SPEA over the long term and these measures should be included as conditions of the development permit. The width of the SPEA may be less than the width of the DPA.
- F.3.4.3 Where a QEP or other professional's report describes an area within the DPA as suitable for development, that is, where the SPEA is less than the width of the DPA, the development permit should only allow the development to occur in compliance with the measures described in the report. Monitoring and regular reporting by a QEP or other professional at the applicant's expense may be required during construction and development phases, as specified in a development permit.
- F.3.4.4 If the nature of the proposed project within the DPA changes after the professional report has been prepared such that it is reasonable to assume that the professional's assessment of the impact of the development may be affected, the Local Trust Committee may require the applicant to have the professional update the assessment at the applicant's expense and development permit conditions may be amended accordingly.
- F.3.4.5 The Local Trust Committee may consider variances to the subdivision, siting or size regulations of this Bylaw where the variance may result in enhanced protection of a SPEA, riparian buffer or riparian ecosystem in compliance with recommendations of a professional's report.

F.4 DP-4 Flat Tops Islands Area

F.4.1 Applicability

- F.4.1.1 The following activities shall require a development permit whenever they occur within the DPA:
 - a. subdivision of land
 - b. construction of, addition to, or alteration of a building or other structure
 - c. alteration of land
- F.4.1.2 In the event that a parcel of land is subject to more than one development permit area, all development permit area guidelines shall apply and only one development permit, containing conditions based on guidelines in all applicable development permit areas, is required.

F.4.2 Guidelines

Prior to undertaking any applicable development activities within DP-4, an owner of property shall apply to the Local Trust Committee for a development permit, and the following guidelines apply:

- F.4.2.1 There shall be no disturbance of the vegetation or use of chemicals within 30 metres of the natural boundary of the sea except in accordance with any conditions specified in the permit.
- F.4.2.2 Garry oak meadows and similar indigenous species shall be identified and their habitats protected from disturbance.
- F.4.2.3 There shall be no alteration or disturbance which would cause a negative impact to the foreshore habitat.
- F.4.2.4 Buildings shall be integrated with the surrounding landscape and sited to minimize removal of vegetation.
- F.4.2.5 Other than within existing marine lease areas, applicant shall provide an assessment of environmental impacts and mitigation measures, prepared by a qualified professional, prior to any expansions or new developments.

- F.4.2.6 Existing trees and vegetation shall be retained along the upland area and adjacent to the foreshore in order to maintain the habitat and prevent erosion.
- F.4.2.7 Septic systems shall not be constructed within 30 metres of the natural boundary of any watercourse (including a body of water or the sea).
- F.4.2.8 Areas subject to flooding shall be subject to a 15 metre setback unless waived by the Ministry of Environment.
- F.4.2.9 Where this area includes trees that bear the nests of eagles or other species of birds, a buffer area around each nest tree should be left undisturbed. The size of the buffer should be determined prior to development by a qualified professional, with advice from the Ministry of Environment or the Canadian Wildlife Service.

F.5 DP-5 Gabriola Pass Area

F.5.1 Applicability

- F.5.1.1 The following activities shall require a development permit whenever they occur within the DPA:
 - a. subdivision of land
 - b. construction of, addition to, or alteration of a building or other structure
 - c. alteration of land
- F.5.1.2 In the event that a parcel of land is subject to more than one development permit area, all development permit area guidelines shall apply and only one development permit, containing conditions based on guidelines in all applicable development permit areas, is required.

F.5.2 Guidelines

Prior to undertaking any applicable development activities within DP-5, an owner of property shall apply to the Local Trust Committee for a development permit, and the following guidelines apply:

- F.5.2.1 Other than within existing marine lease areas, applicants shall provide an assessment of environmental impacts and mitigation measures, prepared by a qualified professional, prior to any expansions or new developments.
- F.5.2.2 There shall be no alteration or disturbance which would cause a negative impact to the foreshore habitat.

F.6 DP-6 Escarpment Areas

F.6.1 Applicability

- F.6.1.1 The following activities shall require a development permit whenever they occur within the DPA, unless specifically exempted under Policy F.6.2.1:
 - a. subdivision of land
 - b. construction of, addition to, or alteration of a building or other structure
 - c. alteration of land.
- F.6.1.2 In the event that a parcel of land is subject to more than one development permit area, all development permit area guidelines shall apply and only one development permit, containing conditions based on guidelines in all applicable development permit areas, is required.

F.6.2 Exemptions

- F.6.2.1 In cases where the Regional District building inspector requires a report from a geotechnical engineer, which outlines precautionary measures to be taken in avoiding a hazardous situation, a development permit under this section shall not be required.

F.6.3 Guidelines

Prior to undertaking any development activities within DP-6, an owner of property shall apply to the Local Trust Committee for a development permit, and the following guidelines apply:

- F.6.3.1 There shall be no construction of buildings, septic tanks, drainage and deposit fields, irrigation or water systems unless a geotechnical engineer recommends that such construction may occur without subjecting land in the escarpment area to increased slope instability.
- F.6.3.2 There shall be no removal of trees or vegetation unless a geotechnical engineer recommends that such removal may occur without subjecting land in the escarpment area to increased slope instability.

F.7 DP-7 The Village Centre

F.7.1 Applicability

- F.7.1.1 The following activities shall require a development permit whenever they occur within the DPA, unless specifically exempted under Policy F.7.2.1:
 - a. subdivision of land
 - b. construction of, addition to, or alteration of a building or other structure
 - c. alteration of land
- F.7.1.2 In the event that a parcel of land is subject to more than one development permit area, all development permit area guidelines shall apply and only one development permit, containing conditions based on guidelines in all applicable development permit areas, is required.

F.7.2 Exemptions

- F.7.2.1 The following activities are exempt from any requirement for a development permit. Despite these exemption provisions, owners must satisfy themselves that they meet any other application local, provincial or federal requirements.
 - a. building painting, structural alterations and repairs of a minor nature that do not require a building permit
 - b. building repairs and maintenance where the materials to be used are of the same type and form as the existing materials
 - c. the installation of carved wood signs on parcels where there are existing buildings, provided the signs do not exceed the maximum sizes permitted in this Bylaw

F.7.3 Guidelines

Prior to undertaking any development activities within DP-7, an owner of property shall apply to the Local Trust Committee for a development permit, and the following guidelines apply:

- F.7.3.1 The character of each development shall be in keeping with the island environment and be capable of blending in with the aesthetic qualities of the natural surroundings.
- F.7.3.2 The development shall incorporate small scale building designs with such amenities as public walkways and outdoor open spaces for use by the public.
- F.7.3.3 Natural vegetation and trees shall be retained or planted and maintained for screening of parking and storage areas and to enhance the atmosphere of public open spaces. Safety and visibility shall be considered in landscape design.
- F.7.3.4 Lighting should be kept to the minimum necessary for pedestrian safety and visibility, in order to maintain a low level of light in the night-time atmosphere.
- F.7.3.5 Signs made from natural materials or incorporating material produced by local artisans and crafts people are encouraged.
- F.7.3.6 Pedestrian requirements (i.e. walkways), shall be incorporated into the development.
- F.7.3.7 Off-street parking shall be designed to be as unobtrusive as possible and where possible, located to the rear of the parcel away from public open spaces and eating

areas.

- F.7.3.8 Landscaping shall facilitate water retention
- F.7.3.9 Exterior surfaces of local and/or natural materials such as wood, stone or brick shall be encouraged.
- F.7.3.10 Facilities for recycling shall be provided in garbage collection areas.

F.8 DP-8 Multi-dwelling Affordable Housing

F.8.1 Applicability

- F.8.1.1 The following activities shall require a development permit whenever they occur within the DPA, unless specifically exempted under Policy F.8.2.1:
 - a. subdivision of land
 - b. construction of, addition to, or alteration of a building or other structure
 - c. alteration of land
- F.8.1.2 In the event that a parcel of land is subject to more than one development permit area, all development permit area guidelines shall apply and only one development permit, containing conditions based on guidelines in all applicable development permit areas, is required.

F.8.2 Exemptions

- F.8.2.1 The following activities are exempt from any requirement for a development permit. Despite these exemption provisions, owners must satisfy themselves that they meet any other applicable local, provincial or federal requirements.
 - a. building painting, structural alterations and repairs of a minor nature that do not require a building permit
 - b. building repairs and maintenance where the materials to be used are of the same type and form as the existing materials
 - c. the installation of carved wood signs on parcels where there are existing buildings, provided the signs do not exceed the maximum sizes permitted in this Bylaw

F.8.3 Guidelines

Prior to undertaking any development activities within DP-8, an owner of property shall apply to the Local Trust Committee for a development permit, and the following guidelines apply:

- F.8.3.1 The character of the development shall be in keeping with the island environment and be capable of blending in with the aesthetic qualities of the natural surroundings.
- F.8.3.2 Natural vegetation and trees shall be retained or native vegetation planted and maintained for screening of parking and storage areas. Safety and visibility shall be considered in landscape design.
- F.8.3.3 Landscaping shall facilitate water retention.
- F.8.3.4 Facilities for recycling shall be provided in garbage collection areas.
- F.8.3.5 Lighting is to be kept to a minimum necessary for pedestrian safety and visibility. Lighting in off-street parking areas shall be adequate for security purposes.
- F.8.3.6 Signs made from natural materials or incorporating materials produced by local artisans and craft people are encouraged.
- F.8.3.7 Off-street parking shall be designed to be as unobtrusive as possible and, where possible, located to the rear of the parcel.
- F.8.3.8 Exterior surfaces of buildings and structure shall reflect a locally crafted character and be comprised of natural local materials such as wood or stone.
- F.8.3.9 Common area amenities shall be provided prior to alteration and/or occupancy.

- F.8.3.10 A vegetation screen shall be provided within the required setback area which provides and adequate visual screen of the intended use from an adjoining residential parcel.
- F.8.3.11 Bicycle storage areas and structures, bicycle and pedestrian paths and areas for community garden space shall be provided as a means of decreasing greenhouse gas emissions.
- F.8.3.12 Where possible, water conservation measures and energy efficient building siting and design shall be provided.

F.9 DP-9 Light Industrial Use

F.9.1 Applicability

- F.9.1.1 The following activities shall require a development permit whenever they occur within the DPA:
 - a. subdivision of land
 - b. construction of, addition to, or alteration of a building or other structure
 - c. alteration of land
- F.9.1.2 In the event that a parcel of land is subject to more than one development permit area, all development permit area guidelines shall apply and only one development permit, containing conditions based on guidelines in all applicable development permit areas, is required.

F.9.2 Guidelines

Prior to undertaking any development activities within DP-9, an owner of property shall apply to the Local Trust Committee for a development permit, and the following guidelines apply:

- F.9.2.1 The character of the development shall be in keeping with the island environment and, with the exception of points of access to the property, adequate natural vegetation screening shall be maintained along the perimeter of the property.
- F.9.2.2 No buildings shall be located closer than 30m from a watercourse of the high water mark of the sea.
- F.9.2.3 A site plan shall be provided to illustrate where on site the off-street parking and equipment storage is to be accommodated and in no case shall any equipment, materials or vehicles used in association with the industrial use be located on an adjoining parcel or a public road right-of-way.

2. Re-numbering “Part F – Definitions” and all sub-sections under that part accordingly.



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

Latest News

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

Information will be posted on the Greening your Shores: Shoreline Stewardship Event shortly. Please check back or subscribe to the Latest News Updates for notifications.

February 2013

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

January 2013

- The Gabriola Local Trust Committee will be hosting a Community Information Meeting on January 17, 2013 from 7-9pm at the Community Hall to discuss draft provisions for new development permit areas for riparian areas and steep slopes. For more information on this project, please visit the project website at: <http://gabrioladpas.com>

September 2012

The Gabriola Island Local Trust Committee is currently looking to establish Development Permit Areas to protect ecologically sensitive riparian areas and to protect development from steep slope hazards. Please visit the new project [website](#) for more information and opportunities to become involved!

July 2012

- [Living Near Riparian Areas Brochure](#)

April 2012

- [Gabriola Island Riparian Area Regulation Stream Identification – Final Report, Madrone Environmental Services Ltd.](#)
- [Trustee Newsletter – April 2012](#)

February 2012

- [Gabriola Island Development Permit Area Factsheet](#)

September 2011

- [Trustee Newsletter - September 2011](#)

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Gabriola Island Local Trust Committee Projects

Communication Towers and Antenna

Background Information

- [Staff Report dated January 2010](#)
- [Gabriola Island Local Trust Resolution GB-025-2010](#)
- [Cellular Antenna Proposal Form](#)
- [Industry Canada's Client Circular Radiocommunications and Broadcasting Antenna Systems](#)

Committee Links

[Committee Home](#)
[Trustee Membership](#)
[Contact Trustees](#)
[Contact Planning Staff](#)
[Planning Bylaws](#)
[Administrative Bylaws](#)
[Meetings Schedule](#)
[Meeting Agendas](#)
[Meeting Minutes](#)
[Resolutions-Without-Meeting](#)
[Associated Islands](#)
[Land Use Application Forms](#)

Gabriola Radio Society Proposal

- [Staff report dated July 18, 2012](#)
- [Compilation of Public Correspondence to July 25, 2012](#)
- [E-mail Response from Applicant to July 18, 2012 Staff Report dated July 25, 2012](#)
- [Staff Report dated March 23, 2012 - Gabriola Radio Society Application](#)
- [Community Information Meeting Agenda - Gabriola Radio Society Radio Tower Proposal - June 25, 2012 5pm-9pm](#)
- [Community Information Meeting on the Gabriola Radio Society's proposed radio tower to be held June 25, 2012](#)
- [Application Process / Site Location & Covenants / Contact Information Handout](#)
- [Application Notification - Gabriola Radio Society Application](#)

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 \(CEEIs\) 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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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](#)

November 22, 2010 Community Meeting - Information Packages

- [Community Context, Plan Principle and Major Goals Information Package](#)
- [Bicycle and Bus Route Policies Information Package](#)
- [Affordable Housing, Density Transfer and Density Bank Information Package](#)

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](#)

Agriculture Advisory Committee

- [Terms of Reference](#)

Meetings

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

Transportation Advisory Committee

- [Terms of Reference](#)

Meetings

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

Volunteer Review Committee

- [Terms of Reference](#)

Meetings

• 2011

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

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

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

DeCourcy Island

- No items at this time

Mudge Island

GB-RZ-2010.1 (Littlejohn & Beckstead)

- [Staff Report dated October 13, 2010](#)
- [Staff Report dated April 14, 2011](#)
- [Staff Report dated September 9, 2011](#)
- [Staff Report dated December 15, 2011](#)
- [Staff Report dated February 29, 2012](#)

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