



A NOTICE OF A BUSINESS MEETING OF **THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE**
to be held at 10:15 AM on Wednesday, May 9, 2012 at the Women's Institute,
476 South Road, Gabriola Island, BC

Revised – May 16, 2012

AGENDA

		Page No.	*Approx. Time*
1.	CALL TO ORDER		10:15 am
2.	APPROVAL OF AGENDA		
3.	MINUTES		
3.1	Local Trust Committee Meeting Minutes of April 19, 2012 – <i>for adoption</i>	1-12	10:20 am
3.2	Section 26 Resolutions Without Meeting - <i>none</i>		
3.3	Gabriola Island Advisory Planning Commission Meeting Minutes – <i>none</i>		
3.4	Mudge Island Advisory Planning Commission Meeting Minutes - <i>none</i>		
3.5	Gabriola Island Agricultural Advisory Commission Draft Meeting Minutes dated April 10, 2012 – <i>for information</i>	13-14	
4.	BUSINESS ARISING FROM MINUTES		
4.1	Follow-up Action List dated April 30, 2012 - <i>attached</i>	15-18	
4.2	2012/2013 Budget Items List - <i>attached</i>	19	
4.3	Funding for Attendance at Velo Village Conference - <i>discussion</i>		
4.4	Use of Local Expense Account Funds to Offset Processing Costs of Application for Radio Communication Tower by The Gabriola Radio Society - <i>discussion</i>		
5.	CORRESPONDENCE		
5.1	Letter dated April 3, 2012 from Gabriola Chamber of Commerce regarding Changes to Institutional Zoning - <i>attached</i>	20-21	
6.	REPORTS		10:45 am
6.1	Work Program Reports		
	Top Priorities Report and Projects List dated April 30, 2012 - <i>attached</i>	22-23	
6.2	Applications Log		
	Report dated April 30, 2012 – <i>attached</i>	24-28	
6.3	Trustee and Local Expenses		
	Expenses posted to Fiscal Yearend March 31, 2012 - <i>attached</i>	29	

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|------|--|-------|----------|
| 7. | NEW BUSINESS | | 11:10 pm |
| 7.1 | Advisory Planning Commission Appointments | | |
| 7.2 | Planner Time Allocation – <i>for discussion</i> | | |
| 8. | TRUSTEES' REPORT | | |
| 9. | CHAIR'S REPORT | | |
| 10. | REGIONAL DIRECTOR'S REPORT | | |
| 11. | DELEGATIONS | | |
| 12. | TOWN HALL SESSION | | 11:30 pm |
| 13. | APPLICATIONS AND PERMITS | | 11:45 pm |
| 13.1 | GB-DP-2012.1 (Davison) | 30-38 | |
| | Staff Report dated April 27, 2012 - <i>attached</i> | | |
| 14. | LOCAL TRUST COMMITTEE PROJECTS | | |
| 14.1 | Official Community Plan and Land Use Bylaw Review | | |
| | 14.1.1 Steep Slopes Development Permit Areas | 39-44 | |
| | Staff Report dated April 27, 2012 - <i>attached</i> | | |
| 15. | BYLAWS | | |
| 16. | ISLANDS TRUST WEBSITE | | |
| 16.1 | Gabriola Page – <i>attached</i> | 45-47 | |
| 17. | CLOSED MEETING: The Gabriola Island Local Trust Committee closes the next part of the May 9, 2012 business meeting to discuss matters pursuant to Section 90(1)(a) of the <i>Community Charter</i> to consider appointments to the Advisory Planning Commission and that Chloe Fox, Island Planner and Stephen Orgill, Recorder be invited to attend this meeting | | 12:30 pm |
| 18. | RECALL TO ORDER | | |
| | Rise and Report from Closed Meeting | | |
| 19. | NEXT BUSINESS MEETING | | |
| | Thursday, June 28, 2012 at 10:15 a.m. at the Women's Institute, 476 South Road, Gabriola Island, BC | | |
| 20. | TOWN HALL SESSION – <i>time permitting</i> | | |
| 21. | ADJOURNMENT | | 1:15 pm |

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

**MINUTES OF THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE MEETING
HELD AT 10:15 AM ON THURSDAY, APRIL 19, 2012
AT THE WOMEN'S INSTITUTE
476 SOUTH ROAD, GABRIOLA ISLAND, BC**

<u>PRESENT:</u>	David Graham	Chair
	Sheila Malcolmson	Local Trustee
	Gisele Rudischer	Local Trustee
	Chris Jackson	Regional Planning Manager
	Chloe Fox	Island Planner
	Stephen Orgill	Recorder

There were two (2) local media representatives and twelve (12) members of the public in attendance.

1. CALL TO ORDER

Chair Graham called the meeting to order at 10:15 am. He introduced himself, the Local Trust Committee, and staff to the public in attendance.

2. APPROVAL OF AGENDA

The agenda was reviewed and the following changes and additions were made:

- Add item 13.1.3 correspondence package dated April 15 – 18, 2012
- Reorder agenda to consider item 7.3 to after item 15.1.2

The Local Trust Committee adopted the agenda by consensus as amended.

3. MINUTES

3.1 *Local Trust Committee Meeting Minutes of March 22, 2012*

The Local Trust Committee reviewed the minutes of the *March 22, 2012* Local Trust Committee meeting and the following amendments were made:

- Page 3, item 7.1, 2nd sentence, replace with: *“Trustee Malcolmson advised that the memorandum was the result of experience last term that greater community understanding of what the Local Trust Committee is intending to protect, before bylaw drafting, could assist the bylaw change process.”*
- Page 3, item 8., second paragraph, first sentence, insert “Statement” after *“Islands Trust Policy”*; replace second sentence with: *“She described a presentation she will make on Islands Trust Council’s concerns about Canadian federal government oil spill preparedness at a workshop on San Juan Island March 26, 2012.”*
- Page 3, item 9, second sentence, delete *“and spared further elaboration”* at end of sentence.

- Page 5, item 13.2, 4th paragraph, replace “on” with “that”, remove next “that”, add to end of sentence: “*since the Official Community Plan was amended last year.*”
- Page 8, item 18, last sentence, replace “an Official Community Plan” with “a rezoning”.

The minutes of the March 22, 2012 meeting Local Trust Committee were adopted as amended by consensus.

3.2 *Section 26 Resolutions Without Meeting*

There were no Resolutions Without Meeting.

3.3 *Gabriola Island Advisory Planning Commission Meeting Minutes*

There were no Gabriola Island Advisory Planning Commission meeting minutes.

3.4 *Mudge Island Advisory Planning Commission Meeting Minutes*

There were no Mudge Island Advisory Planning Commission minutes.

3.5 *Gabriola Island Agricultural Advisory Commission Draft Meeting Minutes dated March 15, 2012*

The Local Trust Committee reviewed the draft minutes of the March 15, 2012 meeting of the Gabriola Island Agricultural Advisory Commission for information. There were no comments.

4. **BUSINESS ARISING FROM MINUTES**

4.1 *Follow-up Action Report dated April 5, 2012*

The Local Trust Committee reviewed the Follow Up Action Report dated April 5, 2012. Planner Fox briefly elaborated and Regional Planning Manager Jackson reported that the Regional District of Nanaimo Protocol Agreement meeting would take place in late June. He requested additions to the agenda be incorporated with the draft that is presented prior to the meeting.

4.2 *Regional District of Nanaimo Water Budget Funding Request*

Planner Fox advised the Local Trust Committee of the update on the Regional District of Nanaimo budget request. Trustee Malcolmson suggested that a detailed list of approved budget items for the 2012-2013 fiscal year should be on the next meeting agenda. Regional District of Nanaimo Director Howard Houle advised the Local Trust Committee about the current status of the water budget project. Further discussion suggested that the request could be a topic on the protocol agreement meeting agenda in June.

5. **CORRESPONDENCE**

Correspondence specific to an active development application and/or project will be received by the Gabriola Island Local Trust Committee when that application and/or project is on the agenda for consideration.

There was no correspondence for consideration other than what had been included with agenda items.

6. **REPORTS**

6.1 *Work Program Reports*

The Local Trust Committee reviewed the Top Priorities and Projects dated April 5, 2012. There were no comments.

6.2 *Applications Log dated April 5, 2012*

The Local Trust Committee reviewed the Applications Log and Planner Fox provided a verbal update in response to questions. Trustee Malcolmson requested an update on the density transfer in the Lock Bay Development Permit Area. There was discussion regarding the overall status of the applications log. The Regional Planning Manager explained that at the staff level a number of files had been closed.

6.3 *Trustee and Local Expenses*

6.3.1 *Expenses posted to March 31, 2012*

The Local Trust Committee reviewed the local expense statement with postings to March 31, 2012.

6.3.2 *Local Trust Committee Budget for 2012-2013*

Trustee Rudischer proposed a draft of the Local Trust Committee 2012-2013 budget that was discussed by the trustees.

GB-038-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee approve the proposed budget for the Gabriola Local Trust Committee Budget 2012-2013 as presented.

CARRIED

Trustee Malcolmson raised the question on whether it would be appropriate for the Local Trust Committee to release funds for a community member to attend the Velo Village conference at Salt Spring Island on June 21, 2012 on cycle route planning.

GB-039-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request staff advice on releasing Local Trust Committee Expense funds for a community member to attend the Velo Village conference on Salt Spring Island in June on cycle route planning.

CARRIED

7. NEW BUSINESS

7.1 *Advisory Planning Commission Appointments*

Planner Fox noted that two new members had been appointed to the Advisory Planning Commission in January to replace vacancies and that the current term of membership on the commission will expire at the end of April. She suggested expressions of interest to serve on the commission for the new term should be sought at this time. There was further discussion about how the expressions of interest would be sought.

GB-040-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request staff to invite Advisory Planning Commission members and those who volunteered in 2011 to reapply and advertise for new Advisory Planning Commission members.

CARRIED

GB-041-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee release funds from its local expense account 65210 for the purpose of newspaper advertisements for Advisory Planning Commission volunteers.

CARRIED

7.2 *2011-2012 Annual Report*

The Local Trust Committee reviewed the draft wording for the Gabriola Island Local Trust Committee section of the Trust Council 2011-2012 Annual Report.

GB-042-2012 It was **MOVED** and **SECONDED** that the 2011-2012 Annual Report draft wording for the Gabriola Island Local Trust Committee section be amended by inserting the following words; *"the emergency medical clinic rezoning was approved"* after *"In addition"* on page 2, last paragraph, last sentence.

CARRIED

(Item 7.3 was deferred until 15.1.2.)

7.3 *Screening Officer and duties Cancellation Policy for Bylaw Enforcement Notification Bylaw No. 263, 2011*

7.4 *Budget Amount for Snuneymuxw First Nation*

Planner Fox referred to her memorandum dated April 3, 2012 regarding some provincial government funds available to the Local Trust Committee to use towards work with the Snuneymuxw First Nation. The Local Trust Committee discussed the past meetings with the Snuneymuxw First Nation and reviewed what had been accomplished. Trustee Rudischer raised several questions regarding the funding availability and how it should be spent. Chair Graham noted that there is no deadline on when the funds should be spent. Regional Planning Manager Jackson advised on how funds could be spent. Trustee Malcolmson suggested that the protocol meetings would be where issues are discussed and suggested writing a letter to the Snuneymuxw First Nation.

GB-043-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee delegate Trustee Malcolmson to write to the Snuneymuxw First Nation chief to discuss the funding ideas listed in the April 3, 2012 memorandum from staff.

CARRIED

8. TRUSTEES' REPORTS

Trustee Rudischer thanked the volunteers on the Advisory Commissions in acknowledgement of National Volunteers Week. Trustee Rudischer did not have a report for this meeting.

Trustee Malcolmson reported that the Islands Trust stewardship awards nominations deadline is near and urges constituents to submit nominations. She summarized her work for keeping agricultural lands intact and Islands Trust work on tanker spill preparedness. She noted that the volume of tanker travel will increase dramatically if the pipeline application is approved.

9. CHAIR'S REPORT

Chair Graham reported on the weekend in Ucluelet and reviewed the conference he attended. He provided an update on the island train corridor and the costs of replacing track.

10. REGIONAL DIRECTOR'S REPORT

Regional District of Nanaimo (RDN) Director Howard Houle reported on the various meetings that he had attended during the past month.

11. DELEGATIONS

There were no delegations.

12. TOWN HALL SESSION

Deborah Ferens commented on the Riparian Areas Regulation and suggested that there may be an opportunity to engage the public to talk about why salmon and other sensitive areas are so important. She suggested that it may be that some of members of the community who could take this on as a project communicating all of the great values that we wish to protect on Gabriola. She pointed out that the language of the act says that local government can exceed the minimum standards and therefore the community could share their knowledge.

Mike Philips said that his notice of the meeting allowed no time for preparation to speak to the issues surrounding a radio communications tower on Gabriola. Trustee Malcolmson commented that discussing the process is the item that the Local trust Committee will be making a decision on today and there would be an opportunity for public input.

George Szantos referred to an open house for the radio communications tower application at the commons on Wednesday afternoon and would like to be assured that this is not the public hearing on their application. He was assured that public input would follow.

Sheila Haniszewska reiterated that we need more public forums to discuss the radio communications tower issue.

Theresa Beers said that she would appreciate the radio communications tower public meeting to be held at a location other than at the Commons. She suggested that the Community Hall might be more central.

Mike Phillips said that he is interested in a questions and answers session instead of an open house format for the radio communications tower public meeting.

13. APPLICATIONS AND PERMITS

13.1 *Proposed Radio Communication Tower*

13.1.1 *Staff Report dated March 23, 2012*

Planner Fox reviewed the March 23, 2012 staff report for the application to erect a tower to be used by the Gabriola Radio Society for broadcast purposes. She said that the ultimate approval resides with Industry Canada. She described the process of the application. She reviewed the recommendations from staff. Chair Graham asked the trustees for questions about the report. Planner Fox clarified questions from Trustee Malcolmson about the process that Industry Canada follows and whether there is concern that siting is acceptable.

Ken Zakreski, the applicant, distributed his written notes and played from CBC Radio broadcaster Jian Ghomeshi, an audio congratulating CKGI on receiving their broadcast license and pledging to devote his future to listening to Radio Gabriola. Ken Zakreski addressed a few of the points that

were raised at the Town Hall and provided a presentation reviewing the radio station's mandate and the differences between commercial and community media. He advised that all of the minutes of the Gabriola Radio Society's board meetings are posted on the website and reflects the issues that the board had been discussing.

John Hague, C.A., Gabriola Radio Society Director, commented on the sponsorship of CKGI and how the money had been spent. He said that the radio society had obtained the license with funds obtained from the community participation.

Ken Zakreski continued saying the CKGI proposal is to locate transmitting facilities at a location known as Stony Ridge by erecting a 40 metre tower to transmit a 60 watt signal, a small building adjacent to the tower for transmitting equipment, and to park a remote broadcast vehicle at the site.

Trustee Rudischer asked if other options for a site had been investigated. Ken Zakreski replied that Mt. Benson had been reviewed, the TELUS site, CirCom site, the high ridge on Berry Point Road and others. Mt. Benson doesn't provide better coverage to Gabriola due to it being too high, and that there are no tower sites that provide close to what the Stony Ridge site offers. Trustee Rudischer asked if space is planned to be sold on the tower. Ken Zakreski said there are no commercial ventures and hopes to license the aperture to first responders of Gabriola only. He added that the board had adopted a motion not to license to commercial businesses. He also added that CKGI would use the tower site temporarily for training purposes. Ken Zakreski responded to a question that the cost of the tower is between \$80,000 – \$280,000 and said that the radio station office is proposed in a central area and currently there are five prospective locations.

Trustee Malcolmson remarked that the Local Trust Committee is looking at the application to locate a tower on a specific site and not the use of the tower or the merits of the applicant. She continued with comments on what questions had been raised about the public consultation process. She continued with other questions addressed to Planner Fox.

Trustee Rudischer commented on the public process that would be pursued by the Local Trust Committee and thinks there should be a community information meeting like what is required for a bylaw amendment. The Local Trust Committee is an impartial body and the applicant is not, and the expense could possibly come from the local expense budget. Trustee Rudischer also mentioned not being satisfied with the lack of information provided by the applicant on potential impacts to sensitive eco-systems in the vicinity of the tower.

The Local Trust Committee continued discussion.

GB-044-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee amend the proposed Gabriola Radio Society consultation program to have the Local Trust Committee schedule and hold a meeting modeled after a Community Information Meeting and Public Hearing.

CARRIED

GB-045-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee, with respect to Gabriola Radio Society's application for a radio tower, approve the amended proposed consultation as an overall concept towards fulfillment of Standing Resolution GB-025-2010, subject to the following modifications:

- The applicant give notice to the Islands Trust Fund, Regional District of Nanaimo, the Gabriola Fire Protection District, and the provincial Archaeology Branch, including an opportunity to provide written comments on the application;
- That the applicant include in the notice to the Snuneymuxw First Nation an opportunity to provide written comments on the application and that the applicant follow up by telephone with the Snuneymuxw First Nation should a written response not be received within one (1) month of sending the notice;
- That the applicant include either a covering letter with the notice introducing the application and the materials enclosed or, that the information requested in the standing resolution and included in the application package be transcribed into a notification letter.

CARRIED

GB-046-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee, with respect to Gabriola Radio Society's application for a radio tower, approve the amended proposed consultation as an overall concept towards fulfillment of Standing Resolution GB-025-2010, subject to the following modifications:

- that the notice include additional details regarding ecosystems and other important habitat areas 120 meters from the subject property and that potential impacts and mitigation measures be addressed in the required notice and at the public meeting;
- that the applicant retain and submit a record of all public feedback received at the public meeting or on the Gabriola Radio Society's website to the Islands Trust Northern Office;
- that the applicant retain and submit all written comments received from the Snuneymuxw First Nation, the Regional District of Nanaimo, the provincial Archaeology Branch, the Islands Trust Fund and the Gabriola Fire Protection District; and
- that the applicant retain and submit all other correspondence sent and received as part of their consultation efforts.

CARRIED

GB-047-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request that the Gabriola Radio Society provide more precise details regarding the proposed location of the tower to determine whether or not the proposed siting will be in violation of covenants *EN11467* and *EN117468*.

CARRIED

GB-048-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request staff advice on a recommendation to release funds from the local expense budget to pay for hard costs of the Gabriola Radio Society tower application.

CARRIED

13.1.2 Email dated March 6, 2012 from George Szanto regarding Proposed Radio Tower

The Local Trust Committee reviewed an email from George Szanto requesting the Local Trust Committee ensure that a full public hearing is held regarding the proposed construction of a radio tower.

14. LOCAL TRUST COMMITTEE PROJECTS

14.1 Official Community Plan and Land Use Bylaw Review

14.1.1 Riparian Areas Regulation

Regional Planning Manager Jackson referred to the staff report dated April 5, 2012 regarding compliance with the Provincial Riparian Areas Regulation. He elaborated on several sections of the report and stipulated that community consultation and education are areas the Local Trust Committee need to address. Regional Planning Manager Jackson recommended establishing a northern working group made up of northern trustees and staff in order to develop community consultation options and education materials for Riparian Areas Regulation implementation and preparing draft maps for the Local Trust Committee's review.

Trustee Malcolmson was concerned about the timeline of such a working group and whether the trustees have the appropriate expertise. Trustee Rudischer expressed concern about the staff time committed to the working group. Discussion continued proposing a program to articulate what is being protected and suggesting the program be called Riparian Area Protection for Fish Habitat.

GB-049-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request staff to propose communications to articulate why protecting fish habitat is important, with a view to preparing draft development permit area maps and provision for Local Trust Committee review that would be in accordance with the provincial Riparian Areas Regulation.

CARRIED

14.1.2 Draft Community Engagement Survey

Planner Fox referred to the staff report dated April 4, 2012 concerning a draft community engagement survey and strategy for distribution and advertisement and reviewed the options presented in the report.

The Local Trust Committee reviewed the survey and discussed comments that arose concerning the survey questions and distribution and collection of the survey.

GB-050-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee endorse the proposed advertisement and distribution of the amended Community Engagement Survey, including the posting of advertisements on all community bulletin boards on Gabriola Island and the running of advertisements in the April 30, 2012 and May 7, 2012 editions of both the Gabriola Sounder and the Flying Shingle.

CARRIED

15 BYLAWS

15.1 Bylaw Enforcement Notification System

15.1.1 Staff Report dated February 28, 2012

The Local Trust Committee reviewed the staff report dated February 28, 2012 regarding final adoption of Bylaw No. 263.

15.1.2 Proposed Bylaw No 263 cited as "Gabriola Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 263, 2011".

Bylaw Enforcement Coordinator Miles Drew presented the proposed bylaw cited as "Gabriola Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 263, 2011".

GB-051-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee adopt Bylaw No. 263 cited as "Gabriola Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 263, 2011".

CARRIED

*7.3 Screening Officer and duties Cancellation Policy for Bylaw Enforcement Notification
Bylaw No. 263, 2011*

Bylaw Enforcement Coordinator Miles Drew referred to the staff report dated February 28, 2012 regarding the appointment of Screening Officers, designation of Screening Officer Powers and Duties, Bylaw Violation Notice Cancellation Policy and the stipulation of the Form of Violation Notice. The Local Trust Committee reviewed and discussed the report.

GB-052-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee appoints the Bylaw Enforcement Assistant, the Bylaw Enforcement Coordinator and the Regional Planning Manager as Screening Officers pursuant to Gabriola Island Local Trust Area Bylaw Enforcement Notification Bylaw No. 263.

CARRIED

GB-053-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee adopt the Bylaw Enforcement Notice Bylaw Screening Officers; Powers and Duties Policy attached to staff report dated February 28, 2012.

CARRIED

GB-054-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee stipulates that the attached Bylaw Violation Notice is the form of violation notice to be used pursuant to the Bylaw Enforcement Notice Bylaw No. 263.

CARRIED

16. ISLANDS TRUST WEBSITE

The Local Trust Committee reviewed the Gabriola Island Local Trust Committee page of the Islands Trust website. Regional Planning Manager Jackson updated the Local Trust Committee on the new website. Planner Fox noted that since the printout of the website was done a number of other items had been posted.

17. NEXT BUSINESS MEETING

The next Local Trust Committee meeting will be held at 10:15 am on May 9, 2012 at the Women's Institute, 476 South Road, Gabriola Island.

18. TOWN HALL SESSION

There were no comments from the public in attendance.

19. ADJOURNMENT

The Local Trust Committee adjourned the meeting by consensus at 2:35 pm.

Recorder

Chair



Islands Trust

Held on April 10, 2012

At Womens Institute Hall Gabriola Island

Draft

MINUTES OF THE GABRIOLA ISLAND

AGRICULTURAL ADVISORY COMMISSION MEETING

PRESENT:

AAC Members: Veronica Hartman, Sal Dominelli, Eric Veale, Jenny MacLeod

Trustees: Sheila Malcolmson

Recorder: Eric Veale

Regrets (if any): John Switzer

There were no members of the public present.

AGENDA:

1. Previous Minutes for adoption
2. Trustees' Report
3. New Business
4. Members' Issues
5. Next Meeting and Adjournment

1. Previous Minutes

Adopted

2. Trustees' Report

No report

3. New Business

Motion---by Veronica Hartman—Seconded by Jenny MacLeod

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

Passed

Motion---by Sal Dominelli—Seconded by Jenny MacLeod

That good farmland outside of the ALR (Agricultural Land Reserve) including old homesteads, be identified and protected from subdivision and soil removal etc. along the lines of ALR regulations. We should also establish an Inventory of Agricultural land on Gabriola.

Passed

Motion by Jenny MacLeod -Seconded by Sal Dominelli

That the Local Trust Committee investigate the possibility of the creation of a moratorium on all land removal from the ALR on Gabriola Island. Further to this we ask the LTC to investigate the possibility of getting small lots (SRR) into the ALR

Passed

Motion-by Veronica Hartman—Seconded by Jenny MacLeod

That development permit area be place around all farmland –(page 41 Exploring Food Security in the Islands Trust Area)

Passed

4. Members' Issues;

Discussion revolving around approach for future meetings---it was suggested we review the documents page by page

5. Next Meeting and Adjournment.

May 15th 7:00 to 9:00 pm Womans Institute Hall, Gabriola Island

Chair

Secretary

DATE_____



Islands Trust

Follow Up Action Report w/ Target Date

Gabriola Island Jul-22-2010

No.	Activity	Responsibility	Target Date	Status
1	Regional District of Nanaimo, Protocol Agreement meeting to be added to next LTC agenda; PA meeting not to be held until updates to PA are prepared in Draft form; agenda items identified to date include: Greenhouse Gas Reduction targets and actions, overlap and complimentary efforts for climate change and GHG reduction work, public transportation, watershed protection work and information sharing; housing agreements and administration thereof; building permits and inspection, OCP and LUB Review including designation and zoning of community and regional parks Groundwater - for addition on agenda as per Aug 19 LTC meeting Update (October 27, KK): Meeting not to take place until staff have drafted wording for the protocol, LTC would like this meeting to happen ASAP. Questions to ask RDN: How will Gabriolans benefit from paying taxes towards the Regional Growth Startegy? What will the benefits be (funding for GHG projects, affordable housing)?What does RDN have coming up for Gabriola in terms of ground water? Update (September 22, 2011 LTC meeting, CF): Staff directed to set up a meeting with the RDN before mid-November, if possible, or otherwise early in the next term (ie: January 2012). Staff are working with RDN staff to set up a meeting for late November 2011. Meeting date and agenda items TBD (October 18, 2011 - CF) Update (October 27, 2011 LTC meeting, CF): LTC requests that the RDN administer Housing Agreements within Electoral Area B as part of the protocol agreement.	Chloe Fox Chris Jackson	Aug-19-2010	On Going

Meeting not scheduled for November 2011. RPM to work on scheduling a meeting for the new year (November 28, 2011 - CF).

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

Aug-19-2011

No.	Activity	Responsibility	Target Date	Status
1	Staff to consider developing a Trust-wide OCP review process 'Best Practices Model', in light of budget and resource restrictions.	Chloe Fox Chris Jackson	Dec-30-2011	On Going

Feb-14-2012

No.	Activity	Responsibility	Target Date	Status
1	Staff requested to prepare a detailed report on open bylaw enforcement files in the Gabriola local trust area.	Miles Drew	Mar-22-2012	On Going

Mar-22-2012

No.	Activity	Responsibility	Target Date	Status
1	Staff directed to initiate the process for a cost recovery agreement with the owner of Lot 1, Section 19, Gabriola Island, Nanaimo District Plan 45775 for application GB-RZ-2007.1 (Powell) for all planning and legal review services related to the application effective February 29, 2012 and up until such time as proposed bylaws are brought to the LTC for final consideration and adoption, or should the application not proceed to bylaw stage, such time as a decision is made by the LTC to reject the application.	Chloe Fox	Mar-30-2012	On Going

1	Staff directed to initiate the process for a cost recovery agreement with the owner of Parcel A (DD 5023N) of Section 28, Mudge Island, Nanaimo District for application GB-RZ-2010.1 (Beckstead & Littlejohn) for all planning and legal review services related to the application effective February 29, 2012 and up until such time as proposed bylaws are brought to the LTC for consideration and adoption or, should the application not proceed to bylaw stage, such time as a decision is made by the LTC to reject the application	Chloe Fox	Mar-30-2012	On Going
1	The Gabriola Island Local Trust Committee refers the Denman Farm Plan draft and Denman Agriculture Strategy, when available, to the AAC to provide further background information to assist with the existing referral. Agriculture strategy forwarded to AAC March 28, 2012.	Chloe Fox	May-31-2012	On Going

Apr-19-2012

No.	Activity	Responsibility	Target Date	Status
1	Staff requested to invite current APC members and those who volunteered in 2011 to re-apply and to advertise for new APC members.	Chloe Fox	Apr-20-2012	Done
1	Annual report wording to be amended by inserting in the final sentence of the draft wording, after "in addition", the following wording: "the emergency medical clinic rezoning was approved and"	Chloe Fox	Apr-20-2012	On Going
1	The LTC endorses the proposed advertisement and distribution of the community engagement survey, as amended, including the posting of advertisements on all community bulletin boards and the running of advertisements in the April 30 and May 7 issues of the Gabriola Sounder and the Flying Shingle	Chloe Fox	Apr-20-2012	Done
1	Staff to add an itemized notice of the budget items that were approved for 2012-13 to the next agenda	Chloe Fox	May-09-2012	On Going
1	Staff to provide an update on the following applications at the next meeting: GB-RZ-2009.1 (Williamson & Associates - Density Transfer) GB-SUB-2010.2 (McCollum & Krul)	Chloe Fox	May-09-2012	On Going

1	Staff to provide advice at the next meeting on releasing LTC expense funds for a community member to attend the Velo Village conference on Saltspring Island in June on cycle route planning	Chloe Fox	May-09-2012	On Going
1	LTC expense account budget for 2012-13 adopted as presented	Chloe Fox	May-09-2012	On Going
1	Bylaw No. 263 the "Gabriola Island Local Trust Area Bylaw Enforcement Notification Bylaw, No. 263, 2011" adopted	Miles Drew Jacquie Hill	May-11-2012	On Going
1	Trustee Malcolmson to write to the Cheif 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
1	LTC releases funds from its local expense account 65210 for the purpose of newspaper advertisements for Advisory Planning Commission volunteers.	Chloe Fox Nancy Roggers	May-11-2012	On Going
1	LTC request staff advice on a recommendation to release funds from the LTC local expense account to pay for hard costs (mailing costs and cost of public process) of the Gabriola Radio Society tower siting application	Chloe Fox	Jun-28-2012	On Going
1	Staff requested to propose communications to articulate why protecting fish habitat is important, with a view to preparing draft DPA maps and provisions for LTC review that would be in accordance with the provincial RAR.	Chloe Fox	Jun-28-2012	On Going
1	LTC amends the proposed consultation program of the Gabriola Radio Society (GB/15-4) to have the LTC schedule and hold a meeting modeled after a Community Information Meeting and public hearing.	Chloe Fox	Jun-29-2012	On Going

Gabriola Local Trust Committee

2012/13 Budget Amounts

OCP/LUB Budget

		Account: 72300	
Gabriola	620	OCP/LUB Review - housing, groundwater & food security	19,000

Projects

		Account: 73001	
General Strategic (Total for all LTCs)	Green Shores for Homes - Phase 2		30,700
	RAR	71,000	(4,000 to Gabriola)
Northern LTCs	Mudge DeCourcy baseline GHG inventory		2,500



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April 03, 2012

Local Trust Committee of Gabriola
Islands Trust North Office
700 North Road
Gabriola Island, BC V0R 1X3

Attn: Sheila Malcolmson and Gisele Rudischer

Re: Changing IN-1, 2 & 3 regulations to allow an additional use for “not-for-profit services to the public”

Request:

The Gabriola Chamber of Commerce (GCC) and the Gabriola Arts Council (GAC) respectfully request that the IN, IN2 and IN3 zoning regulations in the Land Use Bylaw (LUB) be expanded to include “not-for-profit services to the public”, or some similar wording. This simple change would allow not-for-profit organizations serving the public interest to provide their services on lands with such zoning.

Background:

In 2004 there was discussion about moving the Visitors Information Centre (VIC) run by the Gabriola Chamber of Commerce (GCC) into the Museum building. For a variety of reasons, that proposal did not move forward at the time, but it did become clear that a change in zoning regulations would have been needed to permit this use.

Now, there is the possibility that the Women’s Institute may transfer ownership of their building and property, which is zoned IN1, to the Gabriola Arts Council (GAC). The GAC would like to be able to use this property as an office and information centre to promote the arts on Gabriola.

There have been informal discussions about the GAC sharing use of the property with the GCC and providing for a more permanent home for the VIC, if additional facilities could be constructed on the site.

The Background paragraphs of Section 4.1 (Institutional Use) of the 2011 Official Community Plan (OCP) speak of “facilities, services and uses which are operated by government or a non-profit society”, implying that the intent of IN-zoning is to include uses which are governmental or not-for-profit in nature.

The objectives of the **Gabriola Chamber of Commerce** shall be to promote and improve trade and commerce and the economic, civic and social welfare of the district.

Please visit us at www.gabrielaisland.org

The Gabriola Arts Council is a registered non-profit society in BC and a federally registered charitable organization, and the Gabriola Chamber of Commerce is a not-for-profit corporation, incorporated under the Federal Board of Trade Act.

Rationale

1. In the OCP, the Community Context states that "The Village Centre is the social and business core of the community" and "Art and artists are an important part of the community". In fact, nearly 6% of the work force on Gabriola identifies themselves as artists.
2. In the OCP Vision Statement, the vision is that "The local economy is resilient."
3. In the Social Goals part of the OCP, goal 7 is "To recognize that small, locally owned and home-based businesses contribute significantly to the character and sustainability of island life."
4. Therefore, steps that encourage the local economy without deleterious environmental impact are implicitly supported by the OCP.
5. For the Chamber of Commerce, it is desirable to have the VIC located in the Village Centre for greater visibility to tourists. For the Gabriola Arts Council, it is also desirable to have an information centre located in the Village Core for similar reasons. It would be helpful to these groups and for other non-profit groups in the future, if there were more property options available as potential choices for locations, including IN1, IN2 and IN3 properties.
6. The activities of the GAC and the GCC are central to the health of the local economy. Therefore the proposed change to the LUB enhances progress towards achieving the overall goals of the OCP.

Conclusion

The request is made by the GCC and the GAC with a possible specific future project in mind. We have, however, made a general request for a single added use to all IN-1, 2, and 3 parcels in the LUB in order to benefit all not-for-profit organizations, as we believe our request will further the intent of the OCP.

Respectfully submitted,



Ken Wur
President, Gabriola Chamber of Commerce



Kathy Ramsey
President, Gabriola Arts Council

cc Chloe Fox



Top Priorities

Gabriola Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Explore the use of alternate consultation methods (social media, online surveys, etc.) in the OCP review process	Staff to report back on capacity to use alternate consultation methods in the OCP review process	Jan-19-2012	Chloe Fox	Mar-22-2012	On Going
2	Gabriola Planning Area OCP Review:		Jun-28-2011	Chloe Fox	May-09-2012	On Going
	1) Hazardous Areas and Steep Slopes DPA (finalize draft maps and public consultation strategy)					
	2) Riparian Areas Regulation (mapping only)					
	3) Update the 2010 build out map and report (including the number of existing / potential residential cottages and a list of forestry parcels with the potential for density transfer)					
	4) Rezoning new RDN Parks and ITF nature reserves					
3	Development of policies regarding cottage densities for density banking.			Chloe Fox		On Going
4	Snuneymuxw First Nation Protocol Agreement Implementation			Chris Jackson		On Going



Islands Trust

Print Date: Apr-30-2012

Projects

Gabriola Island

No.	Description	Activity	Received/Initiated	Status
2	Development Approval Information Bylaw		Mar-20-2008	On Going
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



Applications w/ Status - Gabriola Island Status: Open

Applications

Development Permit

File Number	Applicant Name	Date Received	Purpose
GB-DP-2012.1	George Davison	Jan-18-2012	2345 South Road & 2370 Shaw Road Development Permit Area 6 - Escarpment Areas Development Permit required in conjunction with proposed boundary adjustment

Planner: Chloe Fox

Planning Status

Status Date: Apr-27-2012

Staff report to May 9, 2012 LTC meeting

Status Date: Jan-31-2012

Planner reviewing file

File Number	Applicant Name	Date Received	Purpose
GB-DP-2012.3	Intrascap Developments	Apr-20-2012	Commercial development with both office and retail space - phase 2 of Madrona

Planner: Chloe Fox

Planning Status

Status Date: Apr-27-2012

Planner reviewing file

Rezoning

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

Planner: Chloe Fox

Planning Status

Status Date: Apr-04-2012

Letter sent to applicant re March 22, 2012 LTC resolutions

Status Date: Mar-22-2012

LTC requested applicant address new OCP policies for multi-dwelling affordable housing

Status Date: Mar-01-2012

Staff report to March 22, 2012 LTC meeting

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

Planner: Chloe Fox

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.

File Number	Applicant Name	Date Received	Purpose
GB-RZ-2010.1	Mary & Scott/Linda Beckstead & Littlejohn	Jul-14-2010	Coho Boulevard, Mudge Island Rezoning to increase density potential from 1 to 4

Planner: Chloe Fox

Planning Status

Status Date: Apr-04-2012

Letter sent to applicant re March 22, 2012 LTC resolutions

Status Date: Mar-22-2012

LTC requested applicant address directive policies in Mudge OCP prior to further consideration

Status Date: Mar-01-2012

Staff report to March 22, 2012 LTC meeting

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: Chris Jackson	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: 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.

Status Date: Jan-17-2011

Staff reviewing application

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 separately. Planner currently reviewing file.

File Number	Applicant Name	Date Received	Purpose
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GB-SUB-2011.3

Williamson &
Associates
Planner: Chloe Fox

Aug-23-2011

Windecker Drive / Jolly Brothers Road Subdivision to create 4 rural residential parcels

Planning Status

Status Date: Oct-24-2011

PLA from MoTI recieved

Status Date: Oct-03-2011

Priliminary Approval sent to MoTI

Status Date: Sep-15-2011

Site Visit conducted

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2011.4	John & Janice Raven Planner: Chloe Fox	Sep-12-2011	1597 Starbuck Lane / 1589 Whalebone Drive Boundary Adjustment

Planning Status

Status Date: Apr-04-2012

Final plans submitted for review. Planner to review.

Status Date: Oct-21-2011

Referral report sent to MOTI

Status Date: Oct-12-2011

Planner reviewing file

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2011.5	George Davison Planner: Chloe Fox	Sep-26-2011	2370 Shaw Road / 2345 South Road Boundary Adjustment

Planning Status

Status Date: Jan-06-2012

Subdivision Referral Report sent to MOTI January 6, 2011

Status Date: Dec-15-2011

Site visit conducted

Status Date: Oct-19-2011

Planner reviewing file

From: Nancy Roggers
Sent: April-26-12 10:48 AM
To: Chloe Fox; David Graham; Gisele Rudischer; Sheila Malcolmson; Becky McErlean
Cc: Cindy Shelest
Subject: Gabriola Expense report - final year end to March 31/12

Islands Trust
LTC EXP SUMMARY REPORT F2012
 Invoices posted to March 31, 2012

620 Gabriola	Invoices posted to March 31, 2012	Budget	Spent	Balance
65000	LTC "Trustee Expenses"	1,200.00	210.00	990.00
65200	LTC Local Exp LTC Meeting Expenses	3,000.00	3,412.32	(412.32)
65210	LTC Local Exp APC Meeting Expenses	700.00	975.00	(275.00)
65220	LTC Local Exp Communications	650.00	514.35	135.65
65230	LTC Local Exp Special Projects	3,825.00	600.00	3,225.00
65240	LTC Local Exp Miscellaneous	2,725.00	225.00	2,500.00
TOTAL LTC Local Expense		10,900.00	5,726.67	5,173.33
72300	Project OCP update	8,000.00	6,014.98	1,985.02

Thanks!

Nancy Roggers
 Finance Officer

Islands Trust
 #200 1627 Fort Street
 Victoria, B.C. V8R 1H8
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www.islandstrust.bc.ca

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STAFF REPORT

Date: April 27, 2012

File No.: GB-DP-2012.1
(Davison)

To: Gabriola Island Local Trust Committee
For the meeting of May 9, 2012

From: Chloe Fox
Island Planner

CC: Chris Jackson
Regional Planning Manager

Re: **Application for Development Permit to Allow Subdivision (Boundary Adjustment)**

Owners: Marilyn & Larry Smith / George & Lorna Davison

Applicant: George & Lorna Davison

Locations: Lot A, Section 2, Gabriola Island, Nanaimo District, Plan 15801
PID 004-564-332
(2345 South Road)

That Part of the South West $\frac{1}{4}$ of Section 2, Gabriola Island, Nanaimo District,
Lying to the East of Plan 3063 Except that Part in Plan 8276
PID 009-735-089
(2370 Shaw Road)

THE PROPOSAL:

The applicant seeks a development permit in order to facilitate a proposed boundary adjustment between two lots: Part of the South West $\frac{1}{4}$ of Section 2 (2370 Shaw Road), a large agricultural parcel, and Lot A (2345 South Road), a smaller residential parcel (see Figure 1). The subject properties are located within Development Permit Area 6 – Escarpment Areas as per the *Gabriola Island Official Community Plan, No. 166, 1997*, which has been designated for the purpose of protecting development from hazardous conditions.

The applicant has concurrently filed an application for subdivision with the Ministry of Transportation and Infrastructure, which has been referred to Islands Trust staff. Final approval of the subdivision application is contingent on the issuance of a development permit. The proposed boundary adjustment is shown in Figure 2 and would transfer an area of 1807m², or 0.18 hectares (19,450ft² or 0.45 acres), from each lot to the other. As such, the proposed boundary adjustment will not result in a net loss or gain in the area of either lot. A technical review of the subdivision has occurred through the subdivision application referral process and, as such, details of the subdivision proposal will only be considered at a conceptual level in this report.

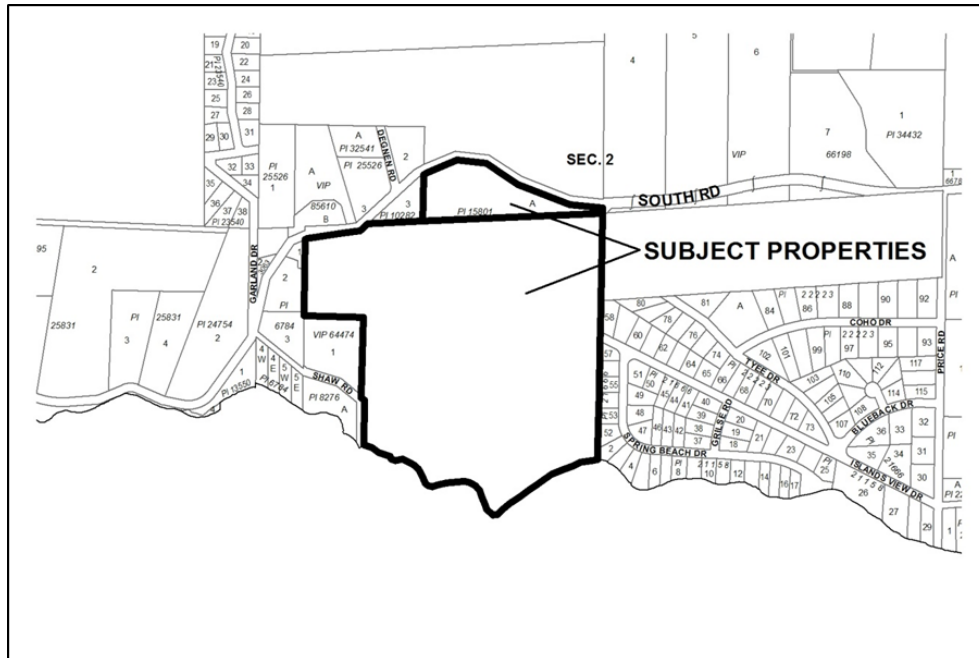


Figure 1: Subject Properties

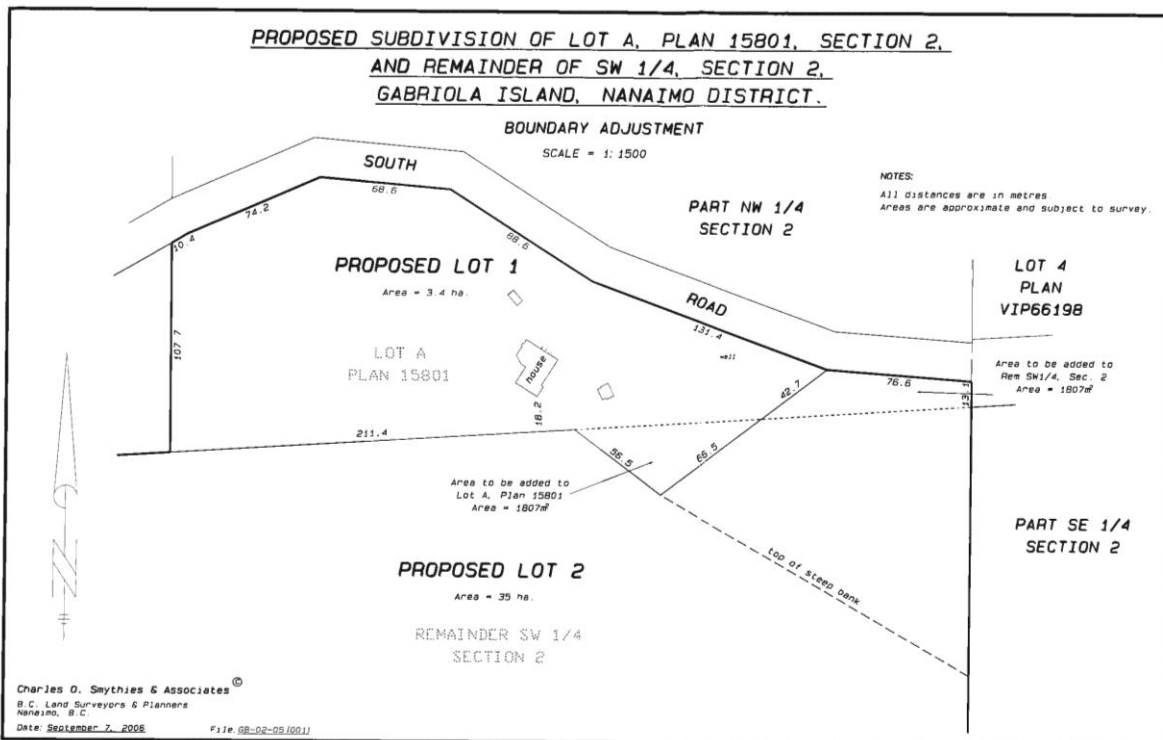


Figure 2: Proposed Boundary Adjustment Layout

SITE CONTEXT:

The subject properties consist of one waterfront lot, approximately 35.0 hectares (86.5 acres) in area, zoned Agriculture (AG), and an adjacent lot to the north, approximately 3.4 hectares (8.4 acres) in area, zoned Large Rural Residential (LRR). The larger waterfront parcel is included in the Agricultural Land Reserve while the smaller residential parcel is not. The subject properties are bounded by South Road to the north and by the ocean, near the southern entrance to False Narrows, to the south. Surrounding properties to the east and west are primarily smaller residential properties zoned Small Rural Residential (SRR). Across South Road to the north, are properties zoned both Small Rural Residential (SRR) and Large Rural Residential (LRR) as well as a larger parcel zoned Gravel Pit (GP) and smaller areas zoned Local Commercial 3 (LC3) and Institutional 2 (IN2). The adjacent area of ocean to the south is zoned Water General (WG).

CURRENT PLANNING STATUS OF SUBJECT LANDS:

Trust Policy Statement:

The Islands Trust Policy Statement contains directive policies related to growth and development, the following of which is relevant to this application:

5.2.6 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.

The proposed development permit is not contrary to or at variance with the Trust Policy Statement.

Gabriola Island Official Community Plan Bylaw No. 166, 1997 (OCP):

The large waterfront parcel is designated Agriculture (AG) as per the OCP, while the smaller parcel is designated Large Rural Residential (LRR). In addition, the subject properties are affected by Development Permit Area 6 – Escarpment Areas, as shown in Figure 3, which requires the issuance of a development permit prior to subdivision approval. The OCP specifies the following objective for this designation:

Objective:

To protect development from natural hazards, including terrain instability, erosion, land slippage, rock falls, subsidence, debris flows and flooding or changes in stormwater runoff due to development on or in proximity to lands with excessive slope conditions.

In addition, the OCP contains three development guidelines for this designation, which are discussed in more detail in the Staff Comments section below.

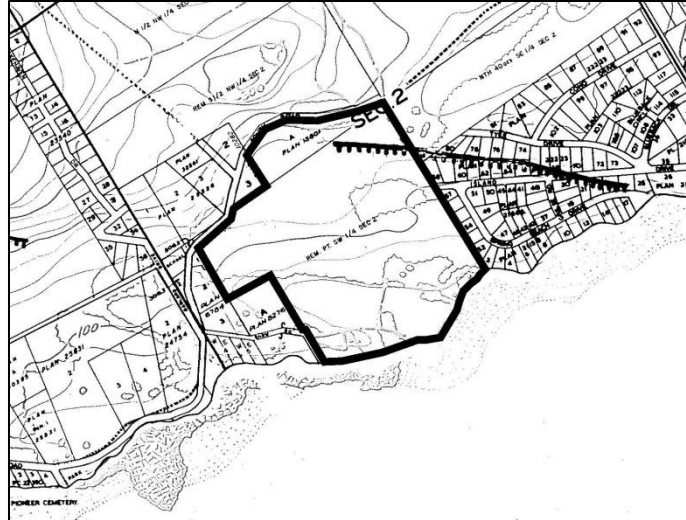


Figure 3: Location of DPA 6 – Escarpment Areas on Subject Properties

Gabriola Island Land Use Bylaw No. 177, 1999 (LUB):

The large waterfront parcel is zoned Agriculture (AG) as per the LUB, while the smaller parcel is zoned Large Rural Residential (LRR). The proposed boundary adjustment meets the minimum and minimum average lot sizes for both the AG and LRR zones; however, as the proposal is for a boundary adjustment, it is subject to the following provisions:

E.1.5.1 The lot area requirements of Part D do not apply to:

- h. a lot being created by a boundary adjustment, provided that:*
 - i. no additional lots are created or any lot is not increased in area to an extent that more lots could be created than permitted by the minimum average lot area of this Bylaw prior to the boundary adjustment;*
 - ii. no lot already below the minimum lot area for the zone is reduced in area by more than 5 percent of its area; and*
 - iii. no lot at or above the minimum lot area for the zone is reduced in area by more than 10 percent of that minimum area.*

The proposed boundary adjustment meets these conditions and, as such, is not subject to the applicable lot area requirements of the AG and LRR zones. In addition, the large waterfront lot, zoned AG, may require a frontage waiver at the time of subdivision. Further technical analysis of the proposed subdivision will be conducted by staff through the subdivision referral process.

Islands Trust Fund:

As per the Islands Trust Fund Policy Manual, this application does not directly affect Trust Fund Board (TFB) interests as it does not directly affect TFB owned property or conservation covenants, does not affect property directly adjacent to TFB owned property or conservation covenants, and does not pertain to Crown Land within 100m of a TFB owned property or conservation covenant.

Regional Conservation Plan:

The Islands Trust Fund Regional Conservation Plan (RCP) identifies areas of low and medium-high relative composition importance of the subject property. This indicates a low and medium-high occurrence of special habitats. The RCP also states that Gabriola is vulnerable to a loss of natural ecosystems to residential and associated uses. Gabriola saw a significant increase in the number of private dwellings between 2001 and 2006 compared with other areas in the Trust Area. In addition, Gabriola Island has been identified as an area of moderate conservation focus due to medium levels of unprotected high relative biodiversity composition.

Sensitive Ecosystems and Hazard Areas:

Islands Trust Sensitive Ecosystem Mapping identifies areas with a primary ecosystem of mature Douglas Fir and other woodland species such as Grand Fir and Oregon Grape, and areas with a primary wetland ecosystem on the subject properties.

Archaeological Sites:

Data from the Provincial Remote Access to Archaeological Data (RAAD) system shows an area of archaeological significance along the border of the large waterfront parcel and the ocean. All applicable referrals will be conducted by the Ministry of Transportation and Infrastructure during the subdivision review phase.

Covenants:

EG136600

This is an easement document registered against Lot A, the smaller parcel, in favour of the larger waterfront parcel. The easement is for road and utility access to the larger waterfront parcel across a 10.0m wide strip running from South Road to the property line of the larger waterfront parcel and bordering the current easterly boundary of Lot A. This area is proposed to become part of the larger waterfront parcel through the boundary adjustment. As such, this easement should be discharged at the time of subdivision.

Other:

Agricultural Land Reserve

The larger waterfront parcel is located within the Agricultural Land Reserve; thus, the proposed boundary adjustment requires approval from the Agricultural Land Commission (ALC) as per Section 21(2) of the *Agricultural Land Commission Act*. At the January 19, 2012 regular business meeting, the Gabriola Island Local Trust Committee passed a resolution to forward the application to the ALC for their consideration. The ALC subsequently approved the application on April 16, 2012, subject to the following conditions:

- The subdivision be in substantial compliance with the plan submitted with the application (shown in Figure 2 of this report)
- The subdivision must be completed within three (3) years from the date of the decision (April 16, 2015).

RESULTS OF CIRCULATION:

Issuance of a development permit is a condition of subdivision approval. Agency referrals are the responsibility of the Ministry of Transportation and Infrastructure as part of their subdivision application process.

ISSUES SUMMARY:

1. Compliance with Development Permit Area 6 – Escarpment Areas Development Guidelines

STAFF COMMENTS:

Where a property is in a development permit area, the *Gabriola Island Official Community Plan, No. 166, 1997* specifies that no construction, structural alteration, or addition to a building or structure may take place, nor may a property be subdivided or land altered, prior to the issuance of a development permit. In this case, the requirement for a development permit is triggered by the applicant's proposal for a boundary adjustment subdivision between two properties subject to Development Permit Area 6 – Escarpment Areas. The Local Government Act allows local governments, through their official community plans, to specify conditions under which a development permit would not be required. The *Gabriola Island Official Community Plan, No. 166, 1997* does not exempt the requirement for a development permit prior to subdivision.

The *Local Government Act* regulates local government authority to issue a development permit by stipulating that a development permit must be issued only in accordance with the applicable development permit area guidelines specified in the official community plan. As per the *Gabriola Island Official Community Plan, No. 166, 1997*, there are three development guidelines that apply to Development Permit Area 6 – Escarpment Areas. The following provides a summary of these guidelines as well as an evaluation of the proposed development against these guidelines.

Development Guidelines:

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.*

Both subject properties are currently developed, including principal dwellings and associated accessory buildings, septic and drainage systems. No additional construction is currently proposed for either lot.

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.*

No removal of trees or vegetation is currently proposed for either subject property.

3. *In cases when the Nanaimo 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.*

There is no building permit being sought in conjunction with this application.

The proposed boundary adjustment appears to be in compliance with the applicable development permit area guidelines. The proposed permit, attached to this report, applies only to the proposed boundary adjustment and does not authorize any construction, alteration of land or removal of trees or vegetation within the development permit area. Any future proposal for construction, structural alteration, or addition to a building or structure, or alteration of land

within the development permit area would trigger the requirements for a subsequent development permit.

RECOMMENDATION:

THAT the Gabriola Island Local Trust Committee instruct staff to issue development permit GB-DP-2012.1 (Davison)

Attachments:

Attachment 1 – Proposed Development Permit GB-DP-2012.1 (Davison)

Prepared and Submitted by:

Chloe Fox
Chloe Fox
Island Planner

April 27, 2012
Date

Concurred in by:

Chris Jackson
Chris Jackson, MCIP
Regional Planning Manager

May 1, 2012
Date



GABRIOLA ISLAND LOCAL TRUST COMMITTEE

DEVELOPMENT PERMIT GB-DP-2012.1

To: George & Lorna Davison

This permit applies to:

Lot A, Section 2, Gabriola Island, Nanaimo District Plan 15801
PID: 004-564-332

That Part of the South West $\frac{1}{4}$ of Section 2, Gabriola Island, Nanaimo District, Lying to the East of Plan 3063, Except that Part in Plan 8276
PID: 009-735-089

Whereas the subject properties lie within Development Permit Area 6 "DP-6 Escarpment Area", the *Gabriola Island Official Community Plan Bylaw No. 166, 1997* is supplemented as follows:

1. The purpose of this permit is to allow for a boundary adjustment subdivision between the two subject properties, as shown on Plan 1, only. This permit does not allow any of the following activities:
 - a. the construction of, addition to or alteration of any building or other structure on land within the Development Permit Area;
 - b. the alteration of land within the Development Permit Area;
 - c. the removal of trees or vegetation within the Development Permit Area, unless a qualified geotechnical engineer has recommended that such activity may occur without subjecting the land in the Development Permit Area to increased slope instability.

This permit does not relieve the applicant from complying with the provisions of *the Gabriola Island Official Community Plan Bylaw No. 166, 1997* and the *Gabriola Island Land Use Bylaw No. 177, 1999*.

AUTHORIZING RESOLUTION PASSED BY THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE THIS DAY OF , 2012.

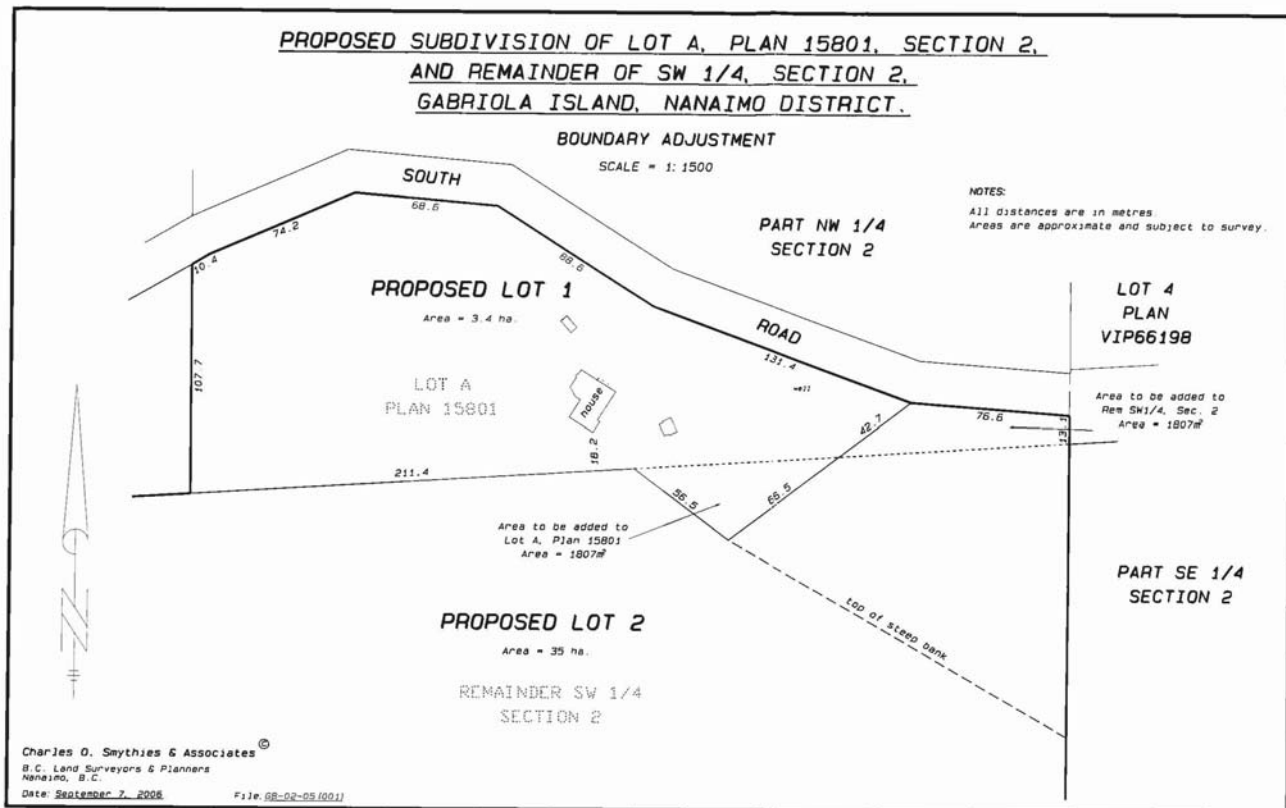
Deputy Secretary, Islands Trust

Date Issued

IF THE DEVELOPMENT HEREIN IS NOT COMMENCED BY THE DAY OF , 2014
THIS PERMIT AUTOMATICALLY LAPSES.

GABRIOLA ISLAND LOCAL TRUST COMMITTEE DEVELOPMENT PERMIT GB-DP-2012.1

“PLAN 1”



STAFF REPORT

Date: April 27, 2012

File No.: GB/04-1-I
(OCP / LUB review)

To: Gabriola Island Local Trust Committee
For the meeting of May 9, 2012

From: Chloe Fox
Island Planner

CC: Chris Jackson
Regional Planning Manager

Re: Gabriola Island Hazardous Areas & Steep Slopes Development Permit Area – Project Charter and Communications Strategy

OVERVIEW:

As work on the top priority of the Gabriola Island Local Trust Committee (LTC) work program (exploring the use of alternate consultation methods) is nearing completion, it is now time to initiate a process for the timely completion of the next work program item. The second priority on the work program is an Official Community Plan review for the Gabriola Planning Area. The first priority within this item is finalizing the draft maps and developing a public consultation strategy for the review and update of the hazardous areas and steep slopes development permit area, currently Development Permit Area No. 6 – Escarpment Areas.

The purpose of this report is to present a proposed Project Charter and Communications Strategy to guide the hazardous areas and steep slopes development permit area project. Staff seeks LTC endorsement of these documents in order to proceed with the project.

BACKGROUND:

In 2010, the Islands Trust contracted EBA Engineering Consultants to provide geohazard mapping and to develop a geohazard management strategy for development based on this mapping. The final report from EBA was presented to the LTC and referred to the Volunteer Review Committee in 2011. At that time, it was felt that more public education and information regarding development permit areas, generally, was needed prior to considering any amendments to current regulations. As a result, the Development Permit Area Factsheet was developed and is now available online and in hard-copy at the Islands Trust Northern Office.

The mapping work and recommended management strategy from EBA will help inform the implementation of the hazardous areas and steep slopes development permit area. The final report is available on the Gabriola page of the Islands Trust website.

DISCUSSION:

Project Charter

Staff have prepared a 'Project Charter' outlining the recommended approach to proceeding with the hazardous areas and steep slopes development permit area project. The proposed Project Charter is included in Attachment 1 and outlines the purpose and scope of the project, as well as timeframes, deliverables / milestones, risk assessment and budget. Charters are useful tools in project planning as they provide a base from which all project work flows and are designed to ensure the timely completion of the project. In addition, they are effective in communicating project goals and timelines to the public. Once endorsed, any changes to the project deliverables, budget, or other aspects of the project require an amendment and re-endorsement of the amended Project Charter. This process is designed to allow for minor changes to be incorporated into the project; not to accommodate changes in project purpose or scope.

Communications Plan

A proposed Communications Strategy has been prepared to accompany the Project Charter and is included as Attachment 2 to this report. The first section of the Strategy outlines the project scope and objectives as they relate to communication and community engagement. The second section outlines the specific methods, messages, audience, estimated costs and timeframe for communications.

A lack of general knowledge within the community regarding development permit areas was identified following completion of the work contracted to EBA. As such, the Communications Strategy is divided into two sections. First, is a general education stage, which would provide additional information and resources regarding development permit areas generally. Following that, public input would be solicited on proposed amendments specifically associated with the hazardous areas and steep slopes development permit area.

RECOMMENDATIONS:

Staff recommend:

THAT the Gabriola Island Local Trust Committee endorse the Gabriola Island Hazardous Areas & Steep Slopes Development Permit Area Project Charter, v. 1, dated April 27, 2012.

THAT the Gabriola Island Local Trust Committee endorse the Gabriola Island Hazardous Areas & Steep Slopes Development Permit Area Communications Strategy, dated April 27, 2012.

Attachments:

Attachment 1 – Gabriola Island Hazardous Areas & Steep Slopes Development Permit Area Project Charter, v. 1, dated April 27, 2012

Attachment 2 – Gabriola Island Hazardous Areas & Steep Slopes Development Permit Area Communications Plan, dated April 27, 2012

Prepared and Submitted by:

Chloe Fox

Chloe Fox
Island Planner

April 27, 2012

Date

Concurred in by:

Chris Jackson

MCIP, Regional Planning Manager

May 1, 2012

Date

Purpose To update the mapping and guidelines of Development Permit Area No. 6—Escarpment Areas (DPA-6) in the Gabriola Island Official Community Plan to better assist in planning future development to avoid hazardous areas.

Background This project is part of the Gabriola OCP review, which is the second priority of the LTC work program, following exploring the use of alternate consultation methods. In 2010, EBA was contracted to provide geohazard mapping and a management strategy. EBA’s final report and a preliminary consultation budget were received by the LTC and referred to the VRC. It was felt that more general education on DPAs was needed before proceeding any further with the project and the project has been on hold while the Development Permit Area Factsheet was developed.

Objectives

- Adoption of amended mapping and guidelines for DPA-6 to provide:
 1. Precise detail on the location of hazardous areas; and
 2. More detailed and appropriate guidelines to protect future development from the hazards associated with these areas.
- Adoption of amended mapping and guidelines for DPA-6 that are consistent with the Islands Trust Policy Statement.
- Ongoing notification and effective engagement with property owners, residents and the Snuneymuxw First Nation.

In Scope

- Existing DPA-6, including mapping, justification, objectives and development guidelines to be reviewed, amended and updated as appropriate.
- Consideration of clarification around when a development permit will be required, including possible exemptions for certain types of development.
- Consistency of proposed amendments with the Islands Trust Policy Statement.
- Consistency with *Riparian Areas Regulation* requirements where necessary.

Out of Scope

- Review of other DPAs
- Review of other components of the OCP
- Major applications to amend the OCP while review is in progress.

Links & Dependencies

- LTC meeting schedule as basic framework for deliverables; community information meetings.
- 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 support	Project Team	Governance		Interest Groups
	Name/Project Role	Name/Project Role	Responsibility	Name
	Chloe Fox/Island Planner	GBLTC	Bylaw review / consideration /adoption	Property owners and residents
	I.T. Victoria Mapping Department			Snuneymuxw First Nation; other First Nations
	Gabriola LTC	Executive Committee	Bylaw approvals	RDN; MOTI; VIHA; other referral agencies
	Jacquie Hill/Planning Clerk (Legislative Process)	Minister of Community, Sport & Cultural Development	Bylaw approval	Advisory Planning Commission
				Local Realtors & Contractors

Risk Assessment					Workplan Overview		Budget	
Risk	Probability	Impact	Response Strategy	Residual Risk	Deliverable/Milestone	Targeted Completion	Item	Cost
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	General education on DPAs with community	Summer 2012	Consultation	\$1,500
Unable to meet deliverable dates due to aggressive timelines	Med	High	Detailed planning, clear roles and responsibilities of team members	Low	Release of draft DPA amendments	Summer 2012	Legislative Process	\$2,000
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	Consultation with community / APC on draft DPA amendments	Summer / Fall 2012	Advertising	\$900
Unable to meet deliverable dates due to staff time commitments to development applications	Med	High	RPM to balance application workload between Planner 1 / 2 / Island Planner	Low	1st reading of draft bylaw—agency and First Nation referrals	Fall 2012	Total	\$4,400
					Community Information Meeting/Public Hearing; revisions and further readings	Fall / Winter 2012	Regional Planning Manager Approval: Date_____	
					Submission of draft bylaw to Executive Committee/Minister of CSCD	Fall / Winter 2012		
					Consideration of adoption of DPA amendments	Winter 2012		
							GBLTC Endorsement Resolution #:	
							Date_____	

1.0 Objectives & Scope

Project Name	<i>Gabriola Island Hazardous Areas & Steep Slopes DPA</i>			
What is the decision being made in this project?	OCP amendments to update development permit areas mapping and guidelines for hazardous areas and steep slopes			
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. 6 – Escarpment Areas (DPA-6), 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 influence future LTC decisions on DP applications within these areas - The updating of DPA-6 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 hazardous slopes			
Are there historical factors or previous decisions that will affect how this project is implemented?	The LTC has developed a DPA factsheet to foster greater levels of public knowledge around DPAs and additional education regarding development permit areas 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, such as RAR implementation.			
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 to existing DPA-6. 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 DPA-6			
What information do decision makers need to assist them in this decision? How has this been verified?	The LTC needs to know that the proposed amendments will protect development from hazards associated with steep slopes and will preserve the environmental value of these areas; all in a way that is generally acceptable to the community.			
What factors will influence the decision about level and scope of consultation? How?	FACTOR			
	IMPACT			
	<table> <tr> <td>Resources</td><td>Limited budget and staff time may limit the possibilities with respect to engagement</td></tr> <tr> <td>Potential tie-ins</td><td>Staff recommends that the LTC consider developing a Development Approval Information bylaw in conjunction with the project</td></tr> </table>	Resources	Limited budget and staff time may limit the possibilities with respect to engagement	Potential tie-ins
Resources	Limited budget and staff time may limit the possibilities with respect to engagement			
Potential tie-ins	Staff recommends that the LTC consider developing a Development Approval Information bylaw 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 generally acceptable to the community. 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 Hazardous Areas & Steep Slopes DPA</i>			
Methods	Cost	Content Focus	Audience	Publication Date
Web Page	To be developed in-house by staff. Launch advertised in both local papers. Rough estimate: \$300	Repository for general information and project specific information as DPA projects move forward	Property owners, residents, local realtors & contractors, general community	Summer 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	Summer 2012

CONSULTATION STAGE 2 – Public Input on Proposed Amendments

<i>Project Name</i>	<i>Gabriola Island Hazardous Areas & Steep Slopes DPA</i>			
Methods	Cost	Content Focus	Audience	Publication Date
Blog on Web Page	To be developed in-house by staff - same web page used during Stage 1 Rough estimate: N/A	Allow individuals to post comments on draft amendments, which will be posted to the web page, (no anonymous blogging)	Property owners, residents, local realtors & contractors, general community	Summer 2012
Targeted Mail-out	Depends on number of potentially affected properties Rough estimate: \$500	Explaining the proposed amendments and how they will affect property owners and residents	Property owners and residents	Fall 2012
Community Information Meetings (2)	Two consecutive advertisements for each, run in both local papers Rough estimate: \$600	To present and obtain feedback on draft amendments. One prior to 1 st reading, one immediately prior to public hearing.	Property owners, residents, local realtors & contractors, general community	Fall / Winter 2012



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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.

April 2012

- The Gabriola Island Local Trust Committee wants to know how we can improve community engagement. Help us foster broad community participation in land use planning decisions by completing the Community Engagement Survey online at: <https://www.surveymonkey.com/s/engagegabriola>

- [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

- [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](#)

Committee Links

[Committee Home](#)
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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](#)

Agriculture Advisory Committee

- [Terms of Reference](#)

Meetings

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

Transportation Advisory Committee

- [Terms of Reference](#)

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

Communication Towers and Antenna

- [Staff Report dated January 2010](#)
- [Gabriola Island Local Trust Resolution GB-025-2010](#)
- [Cellular Antenna Proposal Form](#)

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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