



Gabriola Island Local Trust Committee

Regular Meeting Agenda

Date: July 14, 2016
Time: 10:15 am
Location: Ministry of Transportation Right-of-Way Intersection
Intersection of Lover's Loop and Weather's Way
Mudge Island, BC

	Pages
1. CALL TO ORDER	10:15 AM - 10:20 AM
<i>"Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."</i>	
2. APPROVAL OF AGENDA	
3. TOWN HALL AND QUESTIONS	10:20 AM - 10:40 AM
4. COMMUNITY INFORMATION MEETING - none	
5. PUBLIC HEARING - none	
6. MINUTES	10:40 AM - 10:50 AM
6.1 Local Trust Committee Meeting Minutes dated May 26, 2016 – for adoption	3 - 18
6.2 Local Trust Committee Special Meeting Minutes dated June 23, 2016 - for adoption	19 - 23
6.3 Section 26 Resolutions-Without-Meeting - none	
6.4 Advisory Planning Commission Minutes dated - none	
6.5 Mudge Island Advisory Planning Commission Minutes - none	
6.6 Transportation Advisory Planning Commission Minutes - none	
7. BUSINESS ARISING FROM MINUTES	10:40 AM - 11:00 AM
7.1 Follow-up Action List dated July 5, 2016	24 - 26
7.2 Transportation Advisory Commission - for discussion	
8. DELEGATIONS	
9. CORRESPONDENCE	11:00 AM - 11:10 AM
<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>	

9.1	Email dated May 24, 2016 from Kathy Dennison regarding Mobile Milling	27 - 27
10.	APPLICATIONS AND REFERRALS	11:10 AM - 11:40 AM
10.1	GB-DVP-2016.2 (German - Mudge Island)	
10.1.1	Staff Report dated June 27, 2016	28 - 46
11.	BREAK	11:40 AM - 12:00 PM
12.	LOCAL TRUST COMMITTEE PROJECTS	
13.	REPORTS	12:00 PM - 12:30 PM
13.1	Work Program Reports	
13.1.1	Top Priorities Report dated July 5, 2016	47 - 47
13.1.2	Projects List Report dated July 5, 2016	48 - 49
13.2	Applications Report dated July 5, 2016	50 - 55
13.3	Trustee and Local Expense Report dated May, 2016	56 - 56
13.4	Adopted Policies and Standing Resolutions	57 - 57
13.5	Local Trust Committee Webpage	
13.6	Chair's Report	
13.7	Trustee Reports	
13.8	Electoral Area Director's Report	
13.9	Trust Fund Board Report - none	
14.	NEW BUSINESS	
15.	UPCOMING MEETINGS	
15.1	Special Meeting Scheduled for Thursday, July 21, 2016 at 10:15 am at the Gabriola Art's and Heritage Centre, 476 South Road, Gabriola Island, BC	
15.2	Next Regular Meeting Scheduled for Thursday, September 8, 2016 at 10:15 am at Gabriola Art's and Heritage Centre, 476 South Road, Gabriola Island, BC	
16.	TOWN HALL	12:30 PM - 1:00 PM
17.	CLOSED MEETING - none	
18.	ADJOURNMENT	1:00 PM - 1:00 PM



Gabriola Island Local Trust Committee Minutes of Regular Meeting

Date:	May 26, 2016
Location:	Gabriola Arts & Heritage Centre 476 South Road, Gabriola Island, BC
Members Present	Laura Busheikin, Chair Melanie Mamoser, Local Trustee Heather O'Sullivan, Local Trustee
Staff Present	Sonja Zupanec, Island Planner Ann Kjerulf, Regional Planning Manager Rob Milne, Island Planner Teresa Rittemann, Planner 1 Aleksandra Brzozowski, Island Planner Lisa Millard, Recorder
Media and Others	One (1) member of the media and then (10) members of the public were in attendance.

1. CALL TO ORDER

Chair Busheikin called the meeting to order at 10:15 am. She acknowledged that the meeting was being held in the traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following changes to the agenda were presented for consideration:

Item 10.2 GB-RZ-2016.2 (OTG Developments) was deferred to a future Local Trust Committee meeting.

It was noted that the May 26, 2016 Local Trust Committee (LTC) Regular Meeting Agenda Addendum items were numbered incorrectly, and that the late additions to the Agenda were also numbered incorrectly. They were renumbered.

The following late items were added to the agenda:

- 10.1.18 Letter dated May 19, 2016 from People for a Healthy Community**
- 10.1.19 Email dated May 20, 2016 from Judith Graham**
- 10.3.2 Email dated May 16, 2016 from Grant Stiver and Arleen Stiver**
- 10.3.3 Email from Pat Hutchinson**
- 10.5.2 Letter dated May 22, 2016 from Jane Krul, Gary McCollum, John McCollum**
- 12.1.3 Email dated May 25, 2016 from John Woods**

By general consent the agenda was approved as amended.

3. TOWN HALL AND QUESTIONS

Deborah Ferens summarized her written submission regarding World Oceans Day as follows:

- World Oceans Day has been officially recognized since 2009.
- The eighth annual World Oceans Day on Gabriola is Sunday, June 5, 2016.
- She acknowledged the Islands Trust Council and the Local Trust Committee's dedication to protecting the marine environment within the Trust area.
- She summarized global, federal, and national initiatives related to the protection of the Salish Sea and surrounding waters.
- It was highlighted that in Canada, just over one percent of coastal and marine areas are officially protected which is low as compared to other countries.
- She noted that ocean protection is a public trust for the common benefit of all, and as such, all levels of government have an obligation to protect these areas.

The LTC thanked Ms. Ferens for her ongoing community involvement and commitment to World Oceans Days and also noted Islands Trust was in the process of developing a new staff position which would focus on marine and First Nations issues.

4. COMMUNITY INFORMATION MEETING - none

5. PUBLIC HEARING – none

6. MINUTES

6.1 Local Trust Committee Minutes dated March 10, 2016 – for adoption

The following amendments to the minutes were presented for consideration:

Page 3, Item 6.2 correct spelling of Burtt Fidler

Page 6, Item 11.3.1 add that discussion ensued regarding the significant difficulty in regulating noise issues including noise created by dog barking.

Page 8, Item 12.6 the word temporary should be removed in the second to last item on the bulleted list regarding the new staff position of Executive Coordinator.

By general consent the minutes were adopted as amended.

6.2 Local Trust Committee Public Hearing Record dated March 10, 2016 - for receipt

Received for information.

6.3 Local Trust Committee Special Meeting Minutes dated April 14, 2016 - for adoption

By general consent the Local Trust Committee Special Meeting Minutes dated April 14, 2016 were adopted.

6.4 Section 26 Resolutions-Without-Meeting Report dated May 17, 2016

Received for information.

Trustee Mamoser explained that the LTC was seeking funding from the Union of BC Municipalities to hold a meeting with the Snuneymuxw First Nation in order to further the protocol agreement that is in place.

6.5 Advisory Planning Commission Minutes - none

6.6 Mudge Island Advisory Planning Commission Minutes - none

6.7 Agricultural Advisory Commission Minutes - none

6.8 Transportation Advisory Planning Commission Minutes - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated May 17, 2016

Received for information.

8. DELEGATIONS - none

9. CORRESPONDENCE

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

9.1 Letter dated February 19, 2016 to Minister of Transport Minister, Marc Garneau from Peter Luckham, Chair, Islands Trust Council

Received for information.

9.2 Email dated March 19, 2016 from Penny Sidor regarding Email Addresses

It was noted that current Trust Council policy indicates that the LTC cannot consider correspondence received by anonymous sources and that written correspondence received by means of a letter must include the writer's name and address, while correspondence received by email does not include the writer's street address. It was determined that a request to amend the policy would have to be made at the Trust Council level and Trustee Mamoser indicated she would review the possibility of doing so.

9.3 Email dated March 23, 2016 from Suzanne Kimpan regarding Roosters on Small Lots

Received for information.

9.4 Letter dated March 23, 2016 to Pacific Pilotage Authority from Peter Luckham, Chair, Island Trust Council

Received for information.

9.5 Email dated March 24, 2016 from Suzanne Kimpan regarding Roosters

It was noted that in Suzanne Kimpan's email dated March 24, 2016 she modified her position as compared to her previous email dated March 23, 2016 in regard to the same subject and that both emails should be considered together.

10. APPLICATIONS AND REFERRALS

10.1 GB-RZ-2016.1 (Potlatch Properties and Pilot Bay Holdings)

10.1.1 Staff Report dated May 2, 2016

Planner Milne noted that the applicants were present and he then conducted a PowerPoint presentation which summarized the Staff Report and highlighted key aspects of Rezoning Application GB-RZ-2016.1 as follows:

- The intent of the application is to transfer the densities between three properties which will result in the creation of twenty-five (25) lots closer to Gabriola Island's village core.
- The average lot size would be 4.7 acres within the area of four (4) receiving properties.
- The Gabriola Island Official Community Plan (OCP) allows the transfer.
- A map of the contributing properties was displayed and these properties currently have a Forestry designation.
- The application proposes to redesignate the contributing properties to Forestry / Wilderness Recreation 1.
- The OCP allows for density transfers and rezoning while the related Bylaw would need to be amended to allow for the ability to transfer densities under the OCP.
- A map of the receiving properties was displayed and the current zoning designations were outlined.
- The proposed rezoning of the receiving properties excludes areas already zoned as Agricultural Land Reserve and proposes to change current designations of Resource and Forestry to Resource Residential 2 (RR2).
- Resource Residential 2 (RR2) is not an existing designation within the Bylaw and a new designation is required to accommodate the larger lot parcel sizes.
- A map of the proposed subdivision within the receiving properties was displayed and Planner Milne indicated it was subject to minor changes for proper road alignment.
- The proposed parkland dedication within the receiving properties was highlighted and it was noted that the size of said parkland was

approximately four times larger than what is required under the *Local Government Act*.

- Key aspects of the Rezoning Application include no net increase in density, a donation of almost 384 acres to the 707 Community Park, a dedication of almost 48 acres of parkland adjacent to the Cox Community Park including Mallet Creek and the retention pond, and a road connection between Church Street and Horseshoe Road.
- Planner Milne summarized the recommendations made in the Staff Report and added a further recommendation to provide an early referral to the local First Nations.

Discussion ensued regarding the intent of various land use designations, the objectives of those designations, and OCP related to density transfers. It was noted that the next steps in regard to this application include community consultation and referrals to local First Nations, the Regional District of Nanaimo and the Gabriola Island Advisory Planning Commission (APC).

It was noted that the Draft of the LTC Bylaw No. 290, A Bylaw to Amend Gabriola Island Land Use Bylaw, 1999 starting on page 108 of the May 26, 2016 LTC Agenda Package Appendix 1 Section D.2.6(A).3 Regulations on page 112 of said Agenda Package contained an error and was amended to read:

The general regulations in Part B, plus the following regulations apply in the Resource Residential 2 (RR2) zone:

GB-2016-047

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee review the Directives Only Policies and confirm by resolution that Bylaw No. 289 cited as “Gabriola Island Official Community Plan (Gabriola Island) Bylaw No. 166, 1997, Amendment No. 1, 2016” is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

Chair Busheikin requested that on the Island’s Trust Policy Statement Directives Only Checklist that Staff, when reviewing No. 3.1.5 regarding emissions, consider that this application is for clustered dwellings which can have an emission lowering effect.

GB-2016-048

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee review the Directives Only Policies and confirm by resolution that Bylaw No. 290 cited as “Gabriola Island Land Use Bylaw No. 177, 1999, Amendment No. 1, 2016” is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

GB-2016-049

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee give first reading to Bylaw No. 289 cited as "Gabriola Island Official Community Plan (Gabriola Island) Bylaw No. 166, 1997, Amendment No. 1, 2016".

CARRIED

GB-2016-050

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee give first reading to Bylaw No. 290 cited as "Gabriola Island Land Use Bylaw No. 177, 1999 Amendment No. 1, 2016".

CARRIED

GB-2016-051

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee hold a Special Meeting as a Community Information Meeting in regard to proposed Bylaw Nos. 289 and 290.

CARRIED

It was reiterated that Bylaw No. 290 was amended prior to the above Resolutions being passed.

GB-2016-052

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee forward Bylaw No. 289 and Bylaw No. 290, as amended, for early referral to include the following First Nations: Penelakut Tribe, Snuneymuxw First Nations, Cowichan Tribes, Halalt First Nation, Hul'qumi'num Treaty Group, Stz'uminus First Nation, Lake Cowichan First Nation, Lyackson First Nation and Semiahmoo First Nation as well as the Regional District of Nanaimo and the Advisory Planning Commission.

CARRIED

Trustee O'Sullivan asked the Applicant to clarify what the bare land strata development approach meant as referred to in the application. The Applicant responded that this meant the roads within the subject area are considered common property and therefore jointly owned by the lot owners who would be responsible for road maintenance. The bare land strata areas within the subject area include the westerly portion around Mallet Creek and the retention pond as well as the Spruce Avenue and Church Road connection.

The Applicant also stated that the Gabriola Medical Clinic had requested that a covenant be placed around the area which encompasses the

emergency helicopter landing sight line zones and the Applicant has indicated agreement to said request.

10.1.2 Email dated May 4, 2016 from Renee Titterton

Received for information.

10.1.3 Letter dated May 4, 2016 from Gabriola Volunteer Fire Department

Received for information.

10.1.4 Letter dated May 9, 2016 from Gabriola Health Care Foundation

Received for information.

10.1.5 Memorandum dated May 9, 2016 from Gabriola Island RCMP

Received for information.

10.1.6 Letter dated May 10, 2016 from Gabriola Land & Trails Trust (GALTT)

Received for information.

10.1.7 Email dated May 12, 2016 from Anne Drozd and Mark Smith

Received for information.

10.1.8 Email dated May 12, 2016 from Maggie Cahen

Received for information.

10.1.9 Email dated May 13, 2016 from Bonnie Tarchuk

Received for information.

10.1.10 Letter dated May 13, 2016 from Gabriola Rate Payers Association

Received for information.

10.1.11 Email dated May 16, 2016 from Jane Krul

Received for information.

10.1.12 Email dated May 14, 2016 from Shirley Nicolson

Received for information.

10.1.13 Email dated May 14, 2016 from Ken Nicolson

Received for information.

10.1.14 Letter dated May 15, 2016 from Lisa Carter

Received for information.

10.1.15 Letter dated May 18, 2016 from Gabriola Community Bus Foundation

Received for information.

10.1.16 Letter dated May 19, 2016 from People for a Healthy Community

Received for information.

10.1.17 Email dated May 20, 2016 from Judith Graham

Received for information.

10.2 GB-RZ-2016.2 (OTG Developments)

10.2.1 Staff Report dated May 9, 2016

Item 10.2 was deferred to a future Regular LTC Meeting.

10.3 Thetis Island Local Trust Area Bylaw Referral Request for Response regarding Bylaw No. 98 (Valdes Island Rural Land Use Bylaw Amendment - Hardy Island Granite Quarries Ltd.)

It was noted that this barge facility is for the purpose of providing access to Valdes Island and will therefore be used for other purposes in addition to quarry activities. Discussion ensued and it was determined that the interests of the LTC were unaffected by this Bylaw application.

GB-2016-053

It was MOVED AND SECONDED

that the Gabriola Island Local Trust Committee indicate on the Bylaw Referral Form for Thetis Island Bylaw No. 98 our interests are unaffected.

CARRIED

10.3.1 Email dated May 8, 2016 from Vicky Scott

Received for information.

10.3.2 Email dated May 16, 2016 from Arleen Stiver and Grant Stiver

Received for information.

10.3.3 Email from Pat Hutchinson

Received for information.

10.4 Bylaw No. 245

That the Gabriola Island Local Trust Committee Bylaw No. 245, cited as “Gabriola Island Local Trust Committee Fees Bylaw, Amendment No. 1, 2016” be adopted.

Not discussed.

10.5 GB-TUP-2016.2 (Dewarle)

10.5.1 Staff Report dated April 11, 2016

Planner Milne indicated that the conditions of section 3.8 of the OCP which states the conditions that must be met for the issuance of a Temporary Use Permit, as outlined on page 3 of the Staff Report, have all been met, that the application aligns with the zoning of the property, that notification was sent out May 13 to May 16, 2016 and published in the Gabriola Sounder, and one piece of correspondence was received in regard to the application.

Trustee O’Sullivan commented that the Temporary Use Permit condition which states that the owner, or delegate, must be available by telephone twenty-four hours per day could be considered unreasonable. It was noted that the OCP states the owner, or delegate, should be available versus must be available. Discussion ensued. It was determined that the Staff Report recommendation would be changed to read should be available.

GB-2016-054

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee approve issuance of Temporary Use Permit GB-TUP-2016.2 for a period of three (3) years from date of issuance, subject to the following conditions:

- a) the owner, or their delegate, should be available by telephone 24 hours/day, seven days per week at (250) 247-7457. Any changes to this phone number must be provided to the Islands Trust within seven (7) working days;
- b) the owners must provide neighbors within a 100 metre radius of the vacation rental with a contact phone number, and a copy of the temporary use permit;
- c) the landowner posts for guests information on noise bylaws, water conservation, fire safety, fire escape plan, storage of garbage, septic field location, and control of pets [if pets permitted]. The guest information also reminds guests that they are in a residential area, not a commercial area;
- d) the owner must not alter the exterior appearance of the residence, nor remove any existing vegetative screening;
- e) the owner must provide accommodation for a minimum of two vehicles on the property;
- f) the owners are restricted to the maximum number of signs advertising the commercial vacation rental to one sign, with a maximum area of 0.3 square metres, be made of wood and not illuminated;
- g) the owners are prohibited from renting or providing motorized personal watercraft to rental clients;
- h) the maximum number of guests is limited to 2 persons per bedroom;
- i) the number of bedrooms is limited to a maximum of 3;
- j) recreational vehicles and camping are prohibited; and
- k) the holder of the Permit, landowner, manager, or management company will be held accountable for any violation of the conditions of this Permit. The Islands Trust Bylaw Investigations Officer may enter the property between the hours of 9:00 am and 5:00 pm on any day without prior consultation with the holder of the Permit, landowner, manager, management company or commercial vacation renter for the purpose of investigating a complaint.

CARRIED

10.5.2 Letter dated May 22, 2016 from Jane Krul, Gary McCollum and John McCollum

Received for information.

Planner Milne left the meeting at 12:00 pm.

Planner Ritemann arrived at the meeting at 12:15pm

11. BREAK

By general consent the meeting was recessed at 12:01 pm and reconvened at 12:22 pm.

12. LOCAL TRUST COMMITTEE PROJECTS

12.1 Roadside Signage - Regulations Review

12.1.1 Staff Report dated May 3, 2016

Planner Ritemann stated that Staff had developed potential solutions to Roadside Signage Regulations issues based on both the community consultation process and the Gabriola Island Chamber of Commerce 2011 report regarding signage.

Discussion ensued regarding the following points:

- The Ministry of Transportation and Infrastructure's role in signage removal and the issuance of signage permits.
- The Ministry has a contractor who would be responsible for removing signs as requested by the LTC.
- The application for permits would require a fee.
- The Ministry would consider permit applications from those that could show ability to provide liability insurance coverage.
- Multi business directional signage.
- Temporary event signage.
- Advertising signage.
- Creation of areas in which commercial directional signs and event signs might be placed.
- Potential to obtain funds to construct signage from the Regional District of Nanaimo Economic Development Fund.
- Obsolete signs and derelict signs.

GB-2016-055

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request Staff to provide draft language to amend the Land Use Bylaw to include support for multi-party event and directional signs for specific locations and definitions for obsolete, derelict, third party and temporary signs.

CARRIED

GB-2016-056

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee endorse the Project Charter (version 3.0) as amended, including an allocated budget to follow the bylaw amendment process for this project.

CARRIED

Further discussion ensued about making enquiries with the Regional District of Nanaimo regarding economic development funds that might support building multi party directional and event signage, and which parties might be identified to sponsor and maintain said signage.

12.1.2 Email dated Mar 24 2016 from Jacinthe Eastick

Received for information.

12.1.3 Email dated May 25, 2016 from John Woods

Received for information.

Planner Ritemann left the meeting at 1:40pm

12.2 Housing Options Review Project

12.2.1 Staff Report dated May 4, 2016

Planner Zupanec summarized the Staff Report as follows:

- The discussion should focus on scoping objectives for the Project.
- Based on the budget allocated for the Project, and the time remaining in the current term, it should be limited to three objectives.
- A carriage house (housing on top of an existing building) was a new housing option not considered previously.
- She reviewed six possible scoping objectives as well as those that should be considered out of scope. Discussion ensued.
- She recommended the development of an engagement plan once the scope was finalized, to identify all opportunities for communication and consultation and suggested engaging the APC.

Planner Zupanec indicated she had sufficient feedback to refine the Project Charter to present for further discussion and identified an opportunity to schedule a Special LTC Meeting in July, 2016 for that purpose. Discussion ensued.

Bill McCaugherty, Gabriola Island, asked if the items that were considered out of scope for this Project had a timeline in which they would be addressed and indicated that those items had more ramifications and implications for the Housing Society. Planner Zupanec indicated that the budget allocated for the project could only support a limited policy or regulatory review, however the items currently considered out of scope could be reviewed as time and resources allow. Mr. McCaugherty stated that if affordable housing was to be realized, then an alternative option outside of the current zoning allowances would need to be created.

Planner Brzozowski arrived at the meeting at 2:15 pm.

12.3 Medical Marihuana Production Facility Bylaw Standards

12.3.1 Staff Report dated April 6, 2016

Planner Brzozowski summarized the Staff Report.

GB-2016-057

It was MOVED and SECONDED

that Gabriola Island Local Trust Committee Bylaw No. 280 cited as “Gabriola Island Land Use Bylaw 177, 1999, Amendment No. 1, 2015 be amended as follows:

- i. Subsection D.2.1 – *Agriculture* (AG), Article D.2.1.3 – Regulations, Clause a) – *Buildings and Structures* Siting Requirements, Item iii, is amended by adding the words “and 150 metres (492.13 feet) from any school or park” to the following bullet point: “the minimum setback for buildings, structures and fencing used for the indoor production of medical marihuana licenced under the *Marihuana for Medical Purposes Regulation* is 30 metres (98.4 feet) from any lot line.

CARRIED

GB-2016-058

It was MOVED and SECONDED

that Gabriola Island Local Trust Committee Bylaw No. 280, cited as “Gabriola Island Land Use Bylaw 177, 1999, Amendment No. 1, 2015” be read a second time, as amended.

CARRIED

GB-2016-059

It was MOVED and SECONDED

that Gabriola Island Local Trust Committee Bylaw No. 280, cited as “Gabriola Island Land Use Bylaw 177, 1999, Amendment No. 1, 2015” be read a third time, as amended.

CARRIED

GB-2016-060

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee confirm that Bylaw No. 280 complies with the policy directives of the Islands Trust Policy Statement.

CARRIED

GB-2016-061

It was MOVED and SECONDED

that Gabriola Island Local Trust Committee Bylaw No. 280 be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

CARRIED

13. REPORTS

13.1 Work Program Reports

13.1.1 Top Priorities Report dated May 17, 2016

It was noted that Top Priority #1, Compliance with the new Ministry of Agriculture bylaw standards regarding Medical Marihuana Production Facilities in the Agricultural Land Reserve was completed and could be removed from the Priorities List.

Trustee O'Sullivan suggested that a review of the OCP regarding water taxi service be added to the priorities list.

It was determined that the decision regarding the next item to be added to the Top Priorities list would be deferred to the next Regular LTC Meeting in July, 2016.

13.1.2 Projects List Report dated May 17, 2016

A Projects List Report dated May 24, 2016 was handed out and reviewed.

13.2 Applications Report dated May 17, 2016

Received for information.

13.3 Trustee and Local Expense Report dated March, 2016

Received for information.

13.4 Adopted Policies and Standing Resolutions

Received for information.

13.5 Local Trust Committee Webpage

No updates.

13.6 Chair's Report

Chair Busheikin reported on the following:

- Following a staff-to-staff meeting the Executive Committee will be seeking a meeting with the Ministry of Transportation and Infrastructure regarding the deterioration of Island's Trust highways and roads.
- The Executive Committee had a discussion about potential legal tools that might be available to prevent anchorages in the Trust Area. To date there has been no conclusion.
- Plans continue to be made for the June, 2016 Trust Council Meeting on North Pender Island and the program will include:
 - a session on marine shipping safety which may feature speakers invited from Raincoast Conservation Foundation, Port Metro Vancouver, Transport Canada, Port of Nanaimo and the BC Chamber of Shipping.
 - a short visioning session to review a marine shipping initiative

- consideration of approval of a Natural Area Protection Tax Exemption Program (NAPTEP) application for Link Island, west of Gabriola Island, that would conserve approximately twenty to twenty-two hectares of land.
- The Local Planning Committee is preparing for the Affordable Housing forum taking place on June 13, 2016.

13.7 Trustee Reports

Trustee O'Sullivan reported that

- She attended the Trust Council Meeting on Hornby Island and highlights included a budget review for 2016 and 2017, as well as a First Nation's session.
- She attended the Gabriola Island Community Information Meeting regarding roadside signage.
- She attended the Gabriolans Against Freighter Anchorages Society (GAFA) sponsored community forum.
- She, along with other members of the Gabriola Island Ferry Advisory Committee, met the new BC Ferries Captains of the Quinsam, including the Senior Master and the Marine Superintendent.
- She met with Corporal Markus Muntener of the Gabriola Island RCMP to discuss setting priorities for the upcoming year.
- She attended the Gabriola Island Trust Programs Committee Meeting which focused on narrowing down the indicators which will be tracked for the State of the Islands Project.
- She attended the dedication of the commemorative plaque for Folklife Village.

Trustee Mamoser reported that

- She has been involved with the Gabriola Island Local Planning Committee Sub-Committee organizing the upcoming affordable housing forum.
- She wanted to recognize the passing of June Harrison, author of the book *People of Gabriola*.

13.8 Electoral Area Director's Report - none

13.9 Trust Fund Board Report - May 2016

Received for information.

14. NEW BUSINESS

14.1 Village Vision Interagency Meeting - Verbal Update

Chair Busheikin stated there will be a workshop on September 7 – 9, 2016 for the purpose of creating a charrette, which is a comprehensive design plan. She also commented that during the Village Vision Interagency Meeting there was a lot of discussion about the importance of the role of the Ministry of Transportation and Infrastructure and that affordable housing issues were also a focus. She stated that Director Howard Houle, of the Regional District of Nanaimo, was in attendance.

Planner Zupanec reported that she will be working with the Local Planning Committee's Sub-Committee on the charrette to ensure that the participants are aware of the Islands Trust framework and role of the Local Trust Committee which will aid in the visioning session.

14.2 Memorandum dated May 2, 2016 from Islands Trust Fund regarding Link Island Natural Area Protection Tax Exemption Program (NAPTEP) Application

Received for information.

14.3 Mid and South Island Fire Warden – discussion

Trustee Mamoser reported that a Mid and South Island Fire Warden will be hired and she will advise the other Islands Trust Local Trust Committees.

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Thursday, July 14, 2016 at Mudge Island, BC

The July 14, 2016 Regular Meeting at Mudge Island, BC was confirmed.

GB-2016-062

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request Staff to schedule a special meeting in July.

CARRIED

16. TOWN HALL

Derek Kilbourn stated that he would like to recognize the passing of both June Harrison, the past publisher of the Gabriola Flying Shingle, and Sue DeCateret, the past publisher of the Gabriola Sounder. He acknowledged their contributions to independent newspaper publishing as well as to the Gabriola Island community.

17. CLOSED MEETING - none

18. ADJOURNMENT

By general consent the meeting was adjourned at 2:52 pm.

Laura Busheikin, Chair

Certified Correct:

Lisa Millard, Recorder



Gabriola Island Local Trust Committee Minutes of Special Meeting

Date: June 23, 2016
Location: Gabriola Island Agricultural Hall
 465 South Road, Gabriola Island, BC

Members Present Laura Busheikin, Chair
 Melanie Mamoser, Local Trustee
 Heather O'Sullivan, Local Trustee

Staff Present Rob Milne, Island Planner
 Ann Kjerulf, Regional Planning Manager
 Lisa Millard, Recorder

Others Present There were approximately 75 (seventy-five) members of the public and 1 (one) member of the media present.

1. OPEN HOUSE

2. CALL TO ORDER

Chair Busheikin called the meeting to order at 7:03pm. She acknowledged that the meeting was being held in the traditional territory of the Coast Salish First Nations.

3. GB-RZ-2016.1 (POTLATCH PROPERTIES/PILOT BAY HOLDINGS - WILLIAMSON & ASSOCIATES)

By general consent the agenda was approved as presented.

Chair Busheikin introduced the Members and Staff present and explained the purpose of a Community Information Meeting.

Presentation by Planner Milne

Planner Milne conducted a PowerPoint presentation which highlighted the following key points:

- The intent of the application is to transfer densities from three properties allowing for the creation of 25 new lots closer to the Island's Village core.
- The new lots, within the area of four receiving properties, will be an average of 1.9 hectares (4.7 acres) in size.

- The density transfer is allowable under the Gabriola Island Official Community Plan (OCP) Policy 5.2 (i), which was explained.
- A map of the donor properties was featured. The properties are currently zoned Forestry and are proposed to be re-designated to Forestry Wilderness Recreation 1.
- A map of the receiving properties was shown. These properties are currently zoned Forestry, or Resource, and are proposed to be re-designated to Resource Residential 2 (RR2).
- The density calculations for the donor and receiving properties were reviewed.
- Planner Milne explained that rezoning to Resource Residential is usually done in two stages however the bylaw amendments would allow the process to be done in one step for efficiency reasons.
- A timeline of the application process was reviewed.
- It was noted that any land that is currently zoned as Agricultural Land Reserve (ALR) is excluded from the application.
- A map of the proposed subdivision was shown.
- Seven of the proposed parcels allow for a secondary residence.
- A proposed extension between Spruce Avenue and Church Street was highlighted. This road would be under the jurisdiction of the Ministry of Transportation and Infrastructure.
- A common property driveway within the proposed subdivision would allow for public access to adjoining parkland.

4. QUESTION AND ANSWER SESSION

Planner Milne responded to questions as noted:

- How wide is the trail to Taylor Bay Road and is it wider than the riparian set back?
The trails would be given over to the Regional District of Nanaimo (RDN) which would be responsible for designing the trail systems.
- Why is the average lot size, which determines the number of total lots available, not being calculated according to OCP Policy 5.1 c (iv) which explains the formula for determining said lot size?
It is necessary to look at that information up to provide an accurate answer.
- In regard to the section of private road that provides access to the public trail who would guarantee, or enforce, public access? There are existing areas in which public beach access is supposed to be available but private property owners have blocked it.
The first step would be to have the Bylaw Enforcement Officer deal with an access complaint.
- Are you able to calculate, or estimate, the effect on the water supply if the proposal goes forward on the basis that forest land is rezoned and as well if the forest land is not rezoned?
There has not been a study done to assess that. In order for one to be conducted the Local Trust Committee (LTC), through the Islands Trust Trust Council, would need to allocate budget to do so.
- Why isn't the forestry land within the donor properties being zoned P or P2?
We can reasonably assume that the RDN will accept the land but cannot guarantee this. If they do accept the land the designation can be changed to Parks 2 however if they don't accept the land then the Forestry Wilderness Recreation 1 designation allows for other options.

- When the reservoir that feeds Mallet Creek is investigated by the RDN, will they use existing information regarding fish habitat and the viability of Mallet Creek if the reservoir were drained because it has an earthen dam, and will Mallet Creek be recognized as part of the analysis?
The RDN has concerns that it is an earthen dam and if Mallet Creek didn't have a dam, it isn't clear if there would be some other method to provide water retention. It is a good question and one that perhaps the Ministry of Environment would need to address.
- Can you outline where the connecting corridors to Burnside Drive and Lochinvar Lane are?
The applicant can put a mechanism into the proposal in which an easement on affected properties would allow continued public access to trails, however, the RDN administers the trail systems and the connections and therefore makes those decisions.
- Is the concern about the dam one of fluidization related to an earthquake?
Yes that is the concern that the RDN has.
- Is there a plan for storm water management in the proposed subdivision and is there any opportunity for the proponent to provide details of where this water would go?
Storm water management is addressed by the Ministry of Transportation and Infrastructure through their subdivision approval process and the Ministry then sends a checklist to Islands Trust to go through to ensure compliance.
- Is there any vehicle that we have, or how many signatures do we need on a petition, to repeal OCP Policy 5.1 c (i)?
That could be affected through an amendment of the OCP by requesting that the LTC change the OCP. The LTC would go through the process of public consultation for the purpose of amending the OCP. This particular OCP was developed for the purpose of the creation of the 707 Community Park and is now being used for a similar type of density transfer.
- Why isn't the same principal of transferring densities out of the donor lands designated Forestry applied at the same rate as the receiving properties on Church Street which are also designated Forestry?
The application is to transfer densities from one area to another and from Forestry to Resource, and then to Resource Residential which currently allows for additional densities. The applicant has provided a comprehensive application and has done multiple studies. Once an application is submitted to Islands Trust, and a fee paid, the applicant is entitled to due process. The application is within the parameters of the OCP and the additional densities are part of the application.
- Some of the area around Coats Marsh has been mapped and designated as riparian area. Have the receiving lands been mapped and designated as riparian? Specifically has Islands Trust mapped Mallet Creek and designated it as a riparian area to date? A riparian designation provides for up to 30 metres on each side of the creek to be protected and if the creek was designated as riparian would the number of hectares in the receiving area be affected?
The area has been mapped and set backs from the creek have been established as riparian, or protected areas, but the area has not been designated riparian. The subdivision plan is conceptual at this point and when fine tuning occurs then mapping, designations and set backs have to be taken into consideration by all parties.

- Presuming a knowledgeable trust lawyer writes the legal documents regarding easements and covenants who has the authority and responsibility to register those legal documents onto the properties?
The applicant has that responsibility.
- It was mentioned that rainwater harvesting might be a requirement for the property owners, however, rainwater is not supported by the Vancouver Island Health Authority (VIHA) as potable water.
VIHA has indicated rainwater, as a potable drinking source, is not their preference but it can be used under certain recommendations and it can also be used for many other water purposes.
- The trails within the proposed subdivision are noted as being common property shouldn't they be designated as linear parks under the control of the RDN?
The trails are not noted as common property, but the access to the trails is proposed to be common property within a bare land strata with easements placed on the properties to protect public access.
- Why change a Forestry designation to Resource Residential 2? Does that have any implications for the park within that area? Why not designate it as Park and then take the lots out of the park?
The zoning creates the potential to subdivide the property and when there is a large enough subdivision then a minimum of 5% of the land must be designated for park purposes. If it is all zoned as Parks, then it is cannot be subdivided.
- Does the fee the developer pays to make the application cover the costs of Islands Trust staff or is that paid by the taxpayers?
Application fees do not cover all of the Staff wages required to work on the proposal.
- The common driveway in the subdivision appears to turn it into a gated community. It is a common road but easements can be put on it to ensure public access. As a bare strata road it can be made narrower than a regular road which allows for larger lots and more flexibility in subdivision design.

Chair Busheikin opened the floor to comments which have been summarized as follows:

- Those not in favour of the proposal stated the following reasons:
 - The area is forestry land and not suitable to subdivisions.
 - The area already has too many subdivisions and we cannot support road maintenance, water needs, septic or sewer needs.
 - There is no potable city water available, water tables are a concern and a well on each property will affect other property owners' wells.
 - The development does not seem to have a rural character.
 - There are concerns about increased traffic and road safety when Spruce Avenue and Church Road are connected.
 - The proposal does not appear to address the community's concerns about affordable housing.
 - The addition of more park land will increase taxes required to maintain them.
 - The density calculations are done with the assumption that changing the existing two step process re-zoning has already been approved and the entire proposal is based on that. The actual density of the receiving properties is therefore incorrect. It should be a density transfer of 1 to 1 and the proposed bylaw does not change what the current density actually is. The transfer should remain density neutral.

- Those in favour of the proposal stated the following reasons:
 - The current Forestry designations allow for those lands to be harvested for timber while the designation of Resource Wilderness 2 will protect them.
 - Riparian mapping has not been done in some of the areas and they are therefore not protected from timber harvesting.
 - The proposal allows for a significant increase in park land which would otherwise be logged again if the Forestry designation is not changed.
 - More trails increase the connectivity of neighborhoods and also reduce the carbon footprint.
 - The addition of 384 acres of parkland will increase Gabriola's protected land area from 9% to just over 11%.
 - The road connection is important for public safety.

Chair Busheikin asked if there were any further comments or questions and there were none.

5. ADJOURNMENT

By general consent the meeting was adjourned at 9:16pm.

Laura Busheikin, Chair

Certified Correct:

Lisa Millard, Recorder

Follow Up Action Report

Gabriola Island

07-May-2015

Activity	Responsibility	Target Date	Status
Staff to further discussion regarding zoning of Coats Marsh Regional Park with The Nature Trust of BC and the Regional District of Nanaimo, encouraging them to request approval from the Ecological Gifts Program for the change in zoning from Resource to Parks 1, that was removed from bylaws 271 and 272 prior to their adoption.	Sonja Zupanec	11-Jun-2015	On Going
Staff to schedule a meeting with Snuneymuxw First Nation as per our protocol agreement. Update: staffing changes at SFN as of early July.	Ann Kjerulf	11-Jun-2015	On Going

14-Jan-2016

Activity	Responsibility	Target Date	Status
Staff to prepare information package to send to RDN staff to distribute to Building Permit applicants.	Aleksandra Brzozowski Lisa Webster-Gibson	11-Feb-2016	On Going

11-Feb-2016

Activity	Responsibility	Target Date	Status
Staff to send thank you letters to TAPC and AAPC members. Will not appoint a new term of AAPC members. TAPC members are to be asked if interested in another term on TAPC. Advertise in the Souder for TAPC positions.	Sonja Zupanec Penny Hawley	10-Mar-2016	Done

Follow Up Action Report

10-Mar-2016

Activity	Responsibility	Target Date	Status
Add the following to the Resources webpage: -Coastal Douglas-fir partnership info -ungulate feeding factsheet -eagle nest inventory -Building Sustainably Guide	Aleksandra Brzozowski	31-Mar-2016	On Going

26-May-2016

Activity	Responsibility	Target Date	Status
GB LTC Minutes from March 10 adopted as amended.	Penny Hawley	10-Jun-2016	Done
GB-RZ-2016.1 Bylaws 289 and 290 given First reading. Schedule CIM in June.	Becky McErlean Rob Milne	30-Jun-2016	Done
GB-TUP-2016.2 - Issue Permit with corrections.	Becky McErlean Rob Milne	31-May-2016	Done
Roadside signage review: GB resolution requesting staff prepare LUB amendments to support multiparty directional signage; definitions for obsolete and derelict signs; change definition of third party signage; and enable temporary signs similar to real estate signage.	Teresa Rittermann	08-Sep-2016	On Going
Gabriola Housing Options Review Project: staff to prepare an expanded list of project scope options and workplan for consideration at July 14 meeting based on LTC discussion.	Sonja Zupanec	14-Jul-2016	Done
GB Proposed Bylaw 280 - given second and third reading; forward to EC for approval.	Aleksandra Brzozowski	31-May-2016	On Going
Schedule a special meeting of the GB LTC in late July for the Housing Options Review Project and GB-RZ-2016.2.	Becky McErlean Sonja Zupanec	03-Jun-2016	Done



Follow Up Action Report

From: Kathy Dennison [REDACTED]
Date: May 24, 2016 at 12:13:27 PDT
To: mmamoser@islandstrust.bc.ca
Cc: hosullivan@islandstrust.bc.ca, lbusheikin@islandstrust.bc.ca
Subject: Mobile Milling on Gabriola

May 23, 2016
Island Trust Office

Please add this to your Current Agenda.

Dear Islands Trust:

We have an issue that is of utmost importance to a great number of Gabriolans. It has come to our attention that the operation of a private mobile mill on this island is an infringement of the local bylaws. We have been informed that there are only two places designated on Gabriola where the operation of a mill is legal. This is not common knowledge to most Gabriolans and there are probably 20 to possibly 50 personally owned mills on private property in our community, some owned by leaders of our community, that are not able to operate within legal parameters.

Apparently, on almost all the other Gulf Islands, personal mobile milling is allowed - except for Gabriola and one other island. This is a travesty as it is so much more eco friendly and economical to be able to mill and clear your own land and prepare the timber/lumber on your own property rather than to have it trucked many miles away to have it cut. Also, it is folly to think that the owners of the 2 designated milling areas would allow others to bring their mills to those spots and utilize the property for personal cutting.

Cutting and milling our own lumber from our own logs has been a time honoured tradition for many on the West Coast of B.C., and it is a responsible way in which to create our own homes on our local island. Please do not let this very logical activity slip away from the grasp of all Gabriolans.

We are asking that the Islands Trust committee place this on their current agenda and review this bylaw at their next meeting and amend it to allow private milling with personal mills on our own property, year long except perhaps for seasonal fire bans and shut downs.

Thank You,
Sincerely,

Joseph Burroughs and Kathy Dennison
[REDACTED]

[REDACTED], Gabriola, B.C., V0R 1X3

STAFF REPORT

June 27, 2016

File No.: **GB-DVP-2016.2 (GERMAN)**

To: Gabriola Island Local Trust Committee
For meeting of July 14, 2016 (on Mudge Island)

From: Teresa Ritemann, Planner 1

CC: Ann Kjerulf, Regional Planning Manager
Sonja Zupanec, Island Planner

**Re: Development Variance Permit – PID 004-536-584; Lot 10, Section 26,
Mudge Island, Nanaimo District, Plan 15752**

Owner: Louise German
Applicant: Same as above.
Location: 1046 Sea Fern Lane, Mudge Island

THE PROPOSAL:

This Development Variance Permit application is a result of Bylaw Enforcement file GB-BE-2015.17. The applicant is requesting that the following sections of the Mudge Island Land Use Bylaw No. 228 be varied:

1. Rural residential siting and size regulation 5.1(6)(b): “On lots 0.4 hectares (1 acre) or less the minimum setback of buildings and structures, except for a sign, fence or pump/utility house, is: ... 1.5 metres (4.9 feet) from any interior side lot line”,

to permit the existing siting of two accessory buildings to be located **0.0 metres from the interior side lot line**, as shown in Figure 1;

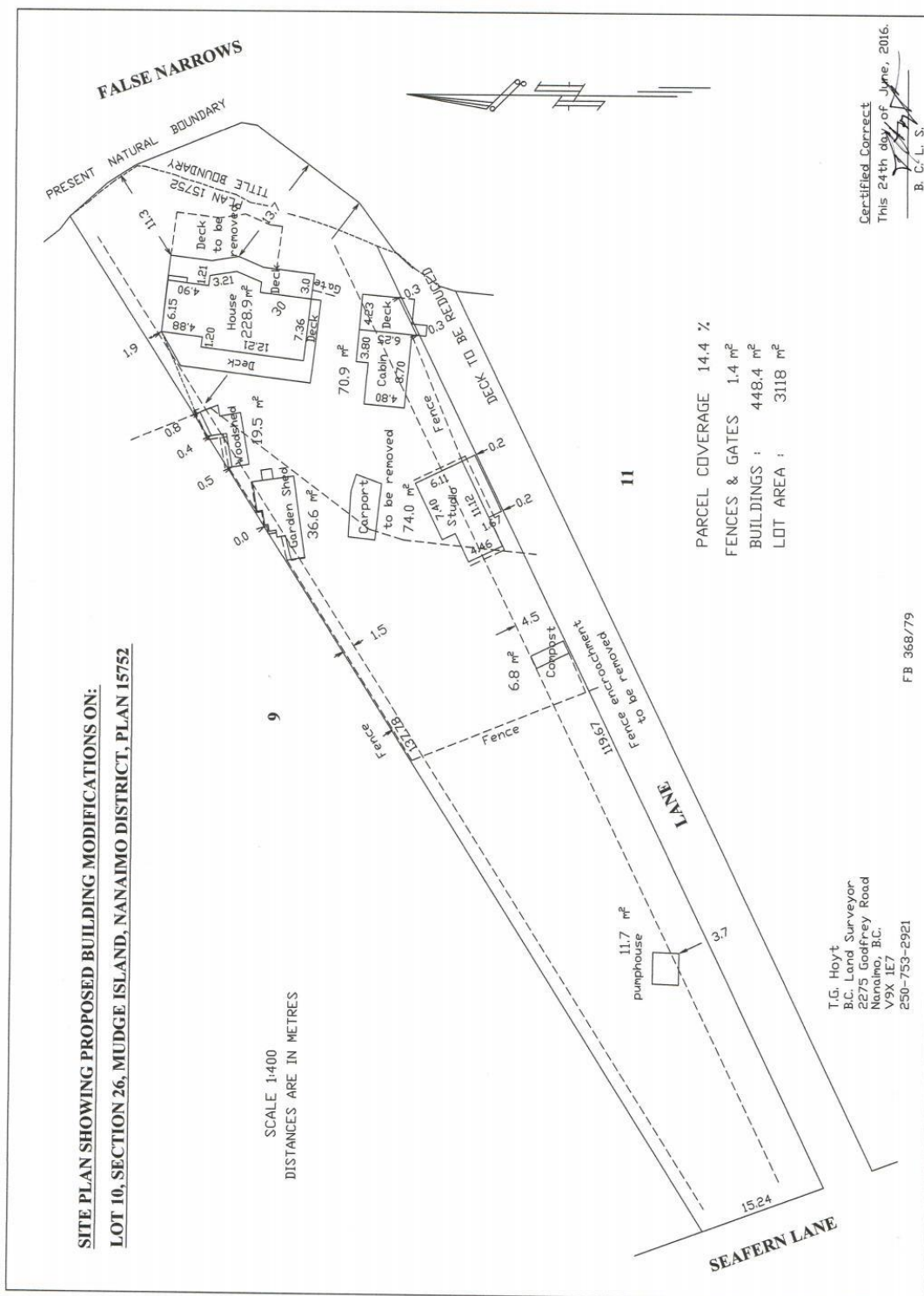
2. Rural residential siting and size regulation 5.1(6)(c): “On lots 0.4 hectares (1 acre) or less the minimum setback of buildings and structures, except for a sign, fence or pump/utility house, is: ... 4.5 metres (14.7 feet) from any exterior side lot line”,

to permit the existing siting of a compost structure to be located **0.0 metres from the exterior lot line**, an accessory building (studio) to be located **0.2 metres from the exterior side lot line**, and another accessory building (with attached deck) to be located **0.3 metres from the exterior side lot line**, as shown in Figure 1 (pump house is exempt from this setback requirement);

3. Rural residential lot coverage regulation 5.1(4): “The maximum lot coverage is 10%”,

to permit a **maximum lot coverage of 14.4%** for the existing buildings and structures as shown in Figure 1.

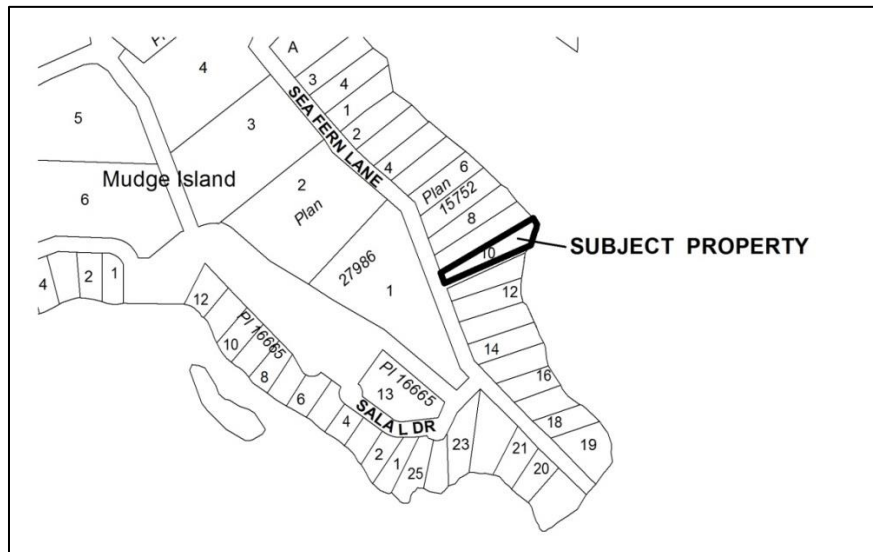
Figure 1: Site Plan Survey



SITE CONTEXT:

The subject property (shown in Figure 2) is a northeast-facing, rectangular-shaped, waterfront property at 1046 Sea Fern Lane on Mudge Island. The property is approximately 0.3 hectares (0.75 acres) in size, and is bordered by the natural boundary of the sea to the northeast, public road right-of-way access to the southeast, Lot 9 to the northwest, and access to the property is either via the waterfront or along Sea Fern Lane to the southwest.

Figure 2: Subject Property Map



BACKGROUND:

The applicant provided the following reasons for the proposed variances and reasons why the current bylaw requirements cannot be met:

- The house was built in 1995/1996, the original deck on the house was built in 1995, and the “cabin” and attached deck were built shortly thereafter.
- The applicant moved to the property (which was owned by her partner) around 2003. Most of the fencing was already constructed at that time.
- An extension to the house’s original deck was completed in 2004, along with additional fencing around the gardens. The woodshed was completed in 2006.
- The woodshed, house and original deck, “cabin” and attached deck, and portions of fencing and gates have been deemed **“legal non-conforming” regarding their siting within the current 30 meter setback from the natural boundary of the sea**, because they were built under the previous land use bylaw (enter full bylaw citation No. 7) which required a 7.5 meter setback from the natural boundary of the sea. **At this time, the applicant does not wish to request variances to resolve this issue (i.e. to make the buildings and structures conform with respect to the natural boundary setback).** Note: Future expansions to legal non-conforming buildings and structures within the 30 metre setback from the natural boundary of the sea would require a DVP.
- The location of the buildings are **not considered “legally non-conforming” to the interior and exterior side lot line setbacks**, and an **accessory building’s use as a cottage/cabin is also not considered “legally non-conforming”**. The previous bylaw had the same interior/exterior setback requirements which exist currently.
- Maximum lot coverage is also exceeded by the existing buildings and structures, which the applicant seeks to rectify with this variance.

PLANNING CONTEXT:

In order to evaluate the application, staff has reviewed the relevant policies, regulations and other information applicable to the subject property in relation to the requested variances, as follows:

Islands Trust Policy Statement

The most relevant section of the Islands Trust Policy Statement is (**emphasis added**):

Growth and Development Directive Policy 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.

Official Community Plan

The most relevant sections from the Mudge Island Official Community Plan No. 227 include (**emphasis added**):

Rural Residential Objectives and Policies:

Objective 1: To support a diverse population and community of lifestyles through residential uses that are **compatible with the environmental carrying capacity and rural character**.

Objective 2: To support residential development and activities, stewardship practices and initiatives that **minimizes impact on rural character and resources**.

Objective 3: To support creative proposals that provide community benefit, **enhance rural island character** and preserve and protect the environment.

Policy 1: The principal use in this designation shall be residential, with **one single family dwelling** permitted per lot.

Policy 3: Lot coverage should be limited, unless **measures are taken that prove an increase** in site development **will not reasonably increase environmental or social impacts**.

Policy 4: Areas covered by **impervious surfaces, buildings and structures should be minimized**, unless ecological footprints are compensated for elsewhere.

Policy 6: Residential development **should not be located near areas of potential hazards**, such as steep slopes, or where environmentally sensitive areas may be harmed.

Policy 8: Accessory cottages may be permitted on **parcels 1.9 hectares (4.69 acres) or greater...**

Advocacy Policy 3:

Site development should include maximum retention of trees and indigenous vegetation, **particularly around the periphery of the property** in order to: ...

- **minimize land erosion**, retain moisture and slow down run off which in turn increases water infiltration into groundwater resources

Coastline and Foreshore Policies:

Policy 3: Coastal and foreshore zoning shall be designed to **protect against disruption of natural beach systems and limit development.**

Land Use Bylaw

Land Use Bylaw regulations are intended to implement guiding policies found in the Islands Trust Policy Statement and Official Community Plan. The most relevant sections from the Mudge Island Land Use Bylaw No. 228 include:

- 3.3(4) “Despite all other provisions in this Bylaw, buildings and structures must be sited a minimum of 30 metres (98.4 feet) from and 1.5 metres (4.9 feet) above the natural boundary of a wetland, watercourse, the sea or other body of water, except for barge/boat ramps, stairs and walkways with an average maximum elevated floor height of 0.3 metres (0.9 feet)”
- 5.1(3) The following buildings and structures are permitted: ... (b) One cottage per lot, on lots 1.9 hectares (4.69 acres) or greater in area
- 5.1(4) “The maximum lot coverage is 10%”
- 5.1(6) “On lots 0.4 hectares (1 acre) or less the minimum setback of buildings and structures, except for a sign, fence or pump/utility house, is: ... (b) 1.5 metres (4.9 feet) from any interior side lot line”

Islands Trust Fund:

As per the Islands Trust Fund and Local Planning Services Coordination Policy Manual, this application does not directly affect Islands Trust Fund Board (TFB) interests as it does not directly affect a TFB owned property or conservation covenant or a property adjacent to a TFB owned property or conservation covenant.

Regional Conservation Plan:

Map 8 of the Islands Trust Fund Regional Conservation Plan indicates that the estimated importance of habitat composition is low to medium for this property.

Sensitive Ecosystems and Hazard Areas:

No sensitive ecosystems, steep slopes, or hazard areas are mapped on the property, though mapping indicates that the Groundwater Vulnerability is moderate to high for much of this property, and a portion of the lot includes a Douglas-fir / dull Oregon-grape population (Species at Risk)(see Figure 3).

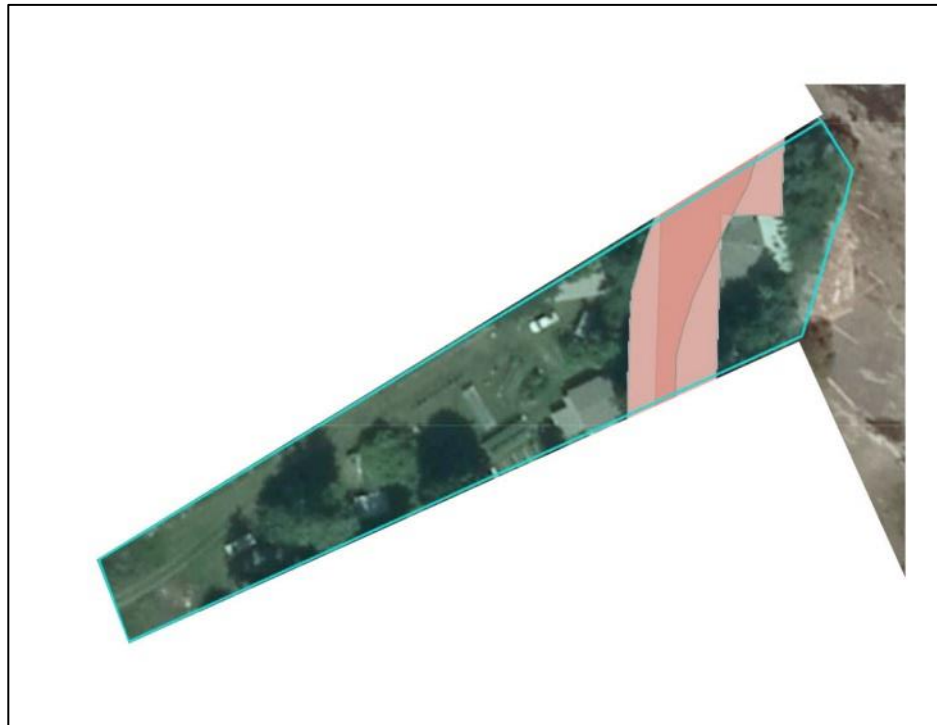
Figure 3: Species at Risk map (property outlined in blue)



Archaeological Sites:

There are known and/or potential archaeological sites located on a portion of the property where land development/alteration has already occurred (see Figure 4). An owner of land must contact the Archaeology Branch before undertaking any land development/alteration (including the removal of a portion of the deck) where known and/or potential archaeological sites exist.

Figure 4: Archaeological Sites Map of Subject Property



Covenants

The only instruments currently registered on title include: Restrictive Covenant B7649 which was registered on title in 1973, which includes a copy of the Land Deed; and a BC Hydro and BC Tel statutory right-of-way to permit access to carry out public works along a portion of the northwest property boundary. None of the instruments affect this Development Variance Permit.

Bylaw Enforcement

This application is a result of Bylaw Enforcement file GB-BE-2015.17.

Climate Change Mitigation and Adaptation

According to the 2008 document “*Projected Sea Level Changes for British Columbia in the 21st Century*”¹, the relative sea level rise by 2100 for the Nanaimo area ranges between -0.04 m to a rise of 0.8 m. Based on this number and looking at the contour map in Figure 5 below, the maximum projection of a 0.8 m sea level rise would be below the 2.0 m elevation of the property, for which a majority of the property, buildings and structures are above.

Figure 5: Contour Map



¹ Source: <http://www2.gov.bc.ca/assets/gov/environment/climate-change/policy-legislation-and-responses/adaptation/sea-level-rise/sea-level-changes-08.pdf>

Shoreline

Although the shorelines of Mudge Island have not yet been mapped or classified, it can be seen in the panorama photo in Figure 7 that the shoreline type for this property is boulder/cobble. Islands Trust mapping also indicates there is a flat, continuous eelgrass bed a little more than 50 metres from this property.

The applicant claims there has been significant erosion (see photos in Attachment 3), though no retaining walls or seawalls have been constructed as a mitigative measure. The applicant has been made aware of the Green Shores for Homes program, which may provide a solution to mitigate possible future shoreline erosion .

The site plan survey (Figure 1), which was signed and sealed by T.G. Hoyt, BCLS, indicates a slight variation between the title boundary and the present natural boundary of the sea (2016) – which Mr. Hoyt has attributed to the dynamic characteristics of the sea over time, as well as the possible inaccuracy of surveyors at the time Plan 15752 was created (circa 1962).

Other Considerations

Buildings and structures that are located within 4.5 m of a highway right-of-way (i.e. the access lane) require a permit from the Ministry of Transportation and Infrastructure (MOTI). On June 14, 2016, MOTI issued a permit to the applicant for the location of the “Studio” building to reduce the setback to less than 4.5 metres from the property line fronting a provincial public highway. The applicant has noted that MOTI has asked them to apply for another setback permit for their other accessory building and attached deck *after* the Gabriola Island Local Trust Committee has made its decision for this variance application request.

COMMUNITY INFORMATION MEETING(S):

None held.

RESULTS OF CIRCULATION:

Statutory requirements of the *Local Government Act* requires notice to be mailed or otherwise delivered at least 10 days before adoption of the resolution to issue the permit. In accordance with the *Local Government Act* as well as Gabriola Island Development Procedures Bylaw No. 114, statutory notice of the proposed variances will be provided to all owners and tenants in occupation of properties as shown on the assessment roll within 100 metres of the subject property's boundaries on July 4, 2016. At the time of writing this report, staff had received no comments or submissions regarding the application.

ANALYSIS:

With respect to this application, Staff have the following comments:

Legal non-conforming siting and location of buildings and structures within 30 metres of the present natural boundary of the sea:

- In an effort to reduce encroachment on the natural boundary of the sea (and stay within the 7.5m setback as was required at the time of construction), the applicant intends to remove the portion of the waterfront deck which was extended in 2004, thereby minimizing the setback to 11.3 metres from the present natural boundary of the sea. Before removing the deck or any such land alteration in that area, it is the applicant's

responsibility to contact the Archaeology Branch regarding whether any additional permits are needed.

- This variance application does not include a variance request to bring the existing legally non-conforming buildings and structures into compliance with the current bylaw, and therefore any future alterations to them may require a DVP as they must not further contradict the current land use bylaw.
- The applicant has been made aware of the Green Shores for Homes program, which is intended to enable shoreline protection while also maintaining normal ecological functions and shoreline processes.

Siting and location of two accessory buildings (a garden shed and a woodshed) within 1.5 metres of the interior side lot line.

- These two existing buildings have no windows facing the adjacent property (see figure 6 below), therefore privacy between the neighbouring lots is maintained.
- Requiring the two buildings to be relocated 1.5 metres set back from the interior lot line is not likely to affect safety or views or privacy between the neighbouring lots.
- The applicant is prepared to remove any portions of the two buildings which overhang across the property line.

Figure 6



Siting and location of two accessory buildings within 4.5 metres of the exterior side lot line:

- The applicant has obtained a permit for the location of the “Studio” accessory building to reduce the setback to less than 4.5 metres from the property line.
- If the DVP request is approved, the applicant will be applying to MOTI for another permit for the location of the second accessory building with attached deck.
- The applicant is prepared to remove any portions of the two buildings which overhang across the property line and into the highway right-of-way (lane).
- Requiring the two buildings to be relocated 1.5 metres set back from the property line is not likely to affect views or privacy to adjacent lots, especially as there is a lane acting as to buffer distance along this property line.

Request for increase in lot coverage:

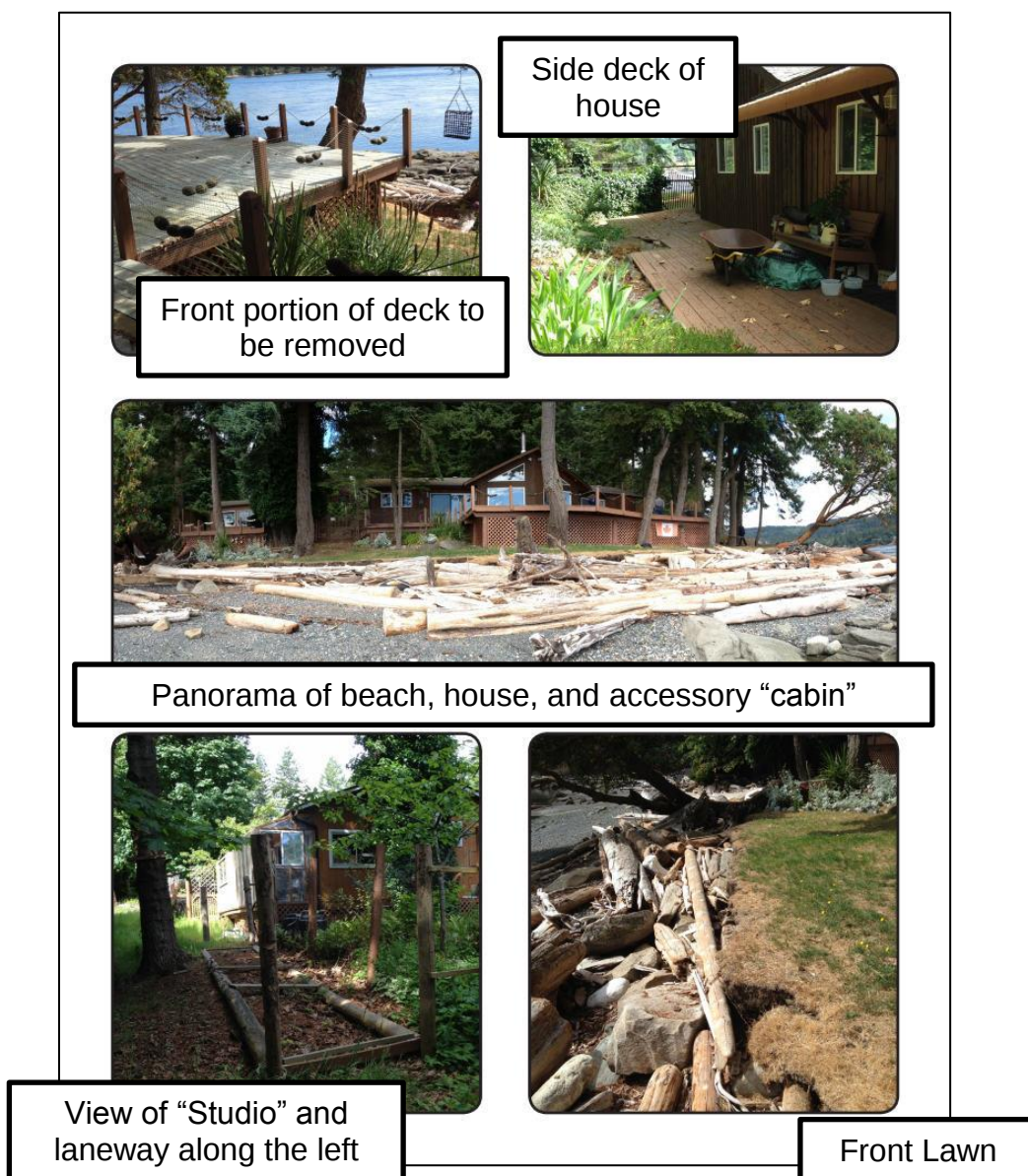
- The Land Use Bylaw maximum lot coverage is intended to maintain the rural character of Mudge Island; however, as can be seen in the photos in Figure 6, the subject property also has numerous trees and vegetative cover and screening to balance out this total coverage by buildings and structures.
- Most of the increase in lot coverage is due to the buildings seeking setback variances through this DVP and therefore go hand-in-hand for requesting additional lot coverage.

Staff also note that this variance request would not permit an accessory building to be used as a “cabin” or dwelling, as it is not permitted under the current Land Use Bylaw. Thus, the accessory building currently being used as a “cabin” must cease its use as a dwelling and revert to being solely an accessory building.

Additionally, it should be noted that granting a variance does not set a precedent, and the Gabriola Island Local Trust Committee is unfettered in its ability to grant or deny variances. However, the approval of variances regarding setbacks and lot coverage may create expectations in the community on Mudge Island with regard to future applications.

Some photos of the buildings and structures taken during the site visit on June 9, 2016, appear in Figure 6 below. Additional photos from the applicant are included in Attachment 3.

Figure 7



RECOMMENDATION:

1. **THAT** the Gabriola Island Local Trust Committee approve Development Variance Permit GB-DVP-2016.2.

Prepared and Submitted by:



June 27, 2016

Teresa Ritemann
Planner 1

Date

Concurred in by:



June 30, 2016

Ann Kjerulf
Regional Planning Manager

Date

Attachments:

1. Public Notice
2. Proposed Permit (including "Schedule A" - Site Plan)
3. Shoreline Photos Submitted by Applicant



NOTICE
GB-DVP-2016.2 (GERMAN)
GABRIOLA ISLAND LOCAL TRUST COMMITTEE

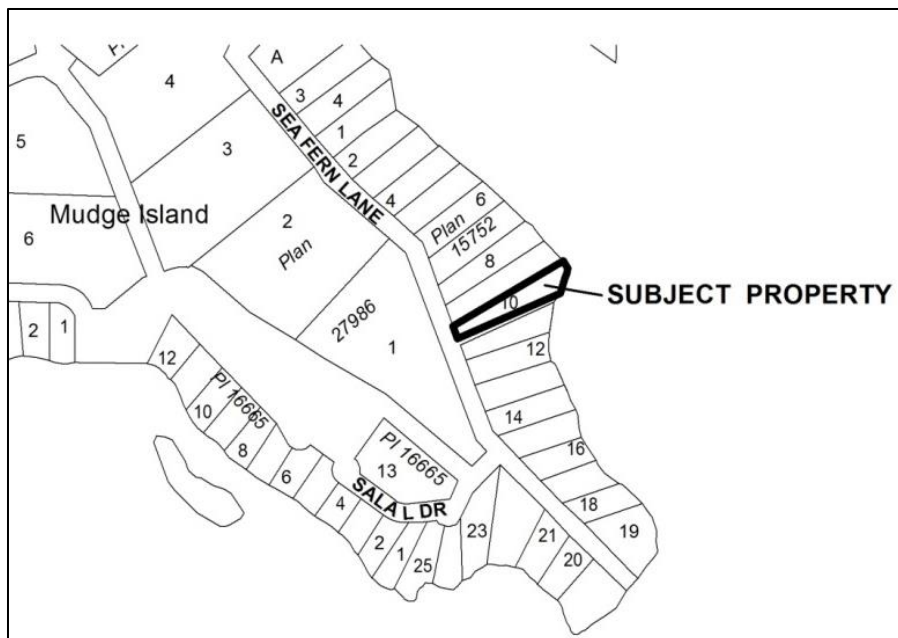
NOTICE is hereby given that the Gabriola Island Local Trust Committee will be considering a resolution allowing for the issuance of a Development Variance Permit, pursuant to Section 498 of the *Local Government Act*, varying the following subsections of the Mudge Island Land Use Bylaw No. 228, 2007, as follows:

1. **PART 5 ZONE PROVISIONS, Section 5.1 Rural Residential (RR), Subsection Siting and Size, Article 5.1(6)(b):** "On lots 0.4 hectares (1 acre) or less the minimum setback of buildings and structures, except for a sign, fence or pump/utility house, is: (b) 1.5 metres (4.9 feet) from any interior side lot line";
 - Is varied in order to permit the existing siting of two accessory buildings to be located within a minimum of 0.0 metres from the interior side lot line;
2. **PART 5 ZONE PROVISIONS, Section 5.1 Rural Residential (RR), Subsection Siting and Size, Article 5.1(6)(c):** "On lots 0.4 hectares (1 acre) or less the minimum setback of buildings and structures, except for a sign, fence or pump/utility house, is: (c) 4.5 metres (14.7 feet) from any exterior side lot line";
 - Is varied in order to permit the existing siting of a compost structure to be located a minimum of 0.0 metres from the exterior lot line, an accessory building (studio) to be located within a minimum of 0.2 metres from the exterior side lot line, and another accessory building (with attached deck) to be located within a minimum of 0.3 metres from the exterior side lot line; and
3. **PART 5 ZONE PROVISIONS, Section 5.1 Rural Residential (RR), Subsection Lot coverage (4):** "The maximum lot coverage is 10%";
 - Is varied to permit a maximum lot coverage of 14.4% for existing buildings and structures.

The property is legally described as:

PID 004-536-584: Lot 10, Section 26, Mudge Island, Nanaimo District, Plan 15752;

The general location of the subject area is shown in the following sketch:



A copy of the proposed Permit may be inspected at the Islands Trust Northern Office, 700 North Road, Gabriola Island, BC, V0R 1X3, between the hours of 8:30 am and 4:00 pm, Monday to Friday inclusive, excluding Statutory Holidays, commencing June 30, 2016 and continuing up to and including July 13, 2016. Also, attached for your convenience, is a copy of the proposed Permit.

If you have any questions or comments regarding the proposed Permit, please contact Teresa Rittemann, Planner 1, at 250-247-2200; for Toll Free Access, request a transfer via Enquiry BC: in Vancouver 604-660-2421 and elsewhere in BC at 1-800-663-7867.

Written submissions should be sent to:

Mail: Islands Trust
700 North Road
Gabriola Island, BC
V0R 1X3

Fax: 250-247-7514

Email: trittermann@islandstrust.bc.ca

Following the end of the notice period, the Gabriola Island Local Trust Committee may consider issuance of the proposed Permit at its Regular Business Meeting to be held at 10:15 am, Thursday, July 14, 2016, at The Ministry of Transportation right-of-way at the intersection of Lover's Loop and Weather's Way, Mudge Island, BC.

All applications are available for review by the public. Written comments made in response to this notice will also be available for public review.

Becky McErlean
Deputy Secretary

PROPOSED



Islands Trust

GABRIOLA ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
GB-DVP-2016.2 (GERMAN)

TO: Louise German

1. This Development Variance Permit applies to the land described below:

PID 004-536-584

Lot 10, Section 26, Mudge Island, Nanaimo District, Plan 15752

2. Pursuant to Section 498 of the *Local Government Act*, the *Mudge Island Land Use Bylaw No. 228* is varied as follows:

- a) **PART 5 ZONE PROVISIONS**, Section **5.1 Rural Residential (RR)**, Subsection **Siting and Size**, Article 5.1(6)(b): “On lots 0.4 hectares (1 acre) or less the minimum setback of buildings and structures, except for a sign, fence or pump/utility house, is: (b) 1.5 metres (4.9 feet) from any interior side lot line”;
- Is varied in order to permit the existing siting of two accessory buildings to be located within a minimum of 0.0 metres from the interior side lot line; as shown on Schedule “A” – Site Plan attached to and forming part of this permit.
- b) **PART 5 ZONE PROVISIONS**, Section **5.1 Rural Residential (RR)**, Subsection **Siting and Size**, Article 5.1(6)(c): “On lots 0.4 hectares (1 acre) or less the minimum setback of buildings and structures, except for a sign, fence or pump/utility house, is: (c) 4.5 metres (14.7 feet) from any exterior side lot line”;
- Is varied in order to permit the existing siting of a compost structure to be located a minimum of 0.0 metres from the exterior lot line, an accessory building (studio) to be located within a minimum of 0.2 metres from the exterior side lot line, and another accessory building (with attached deck) to be located within a minimum of 0.3 metres from the exterior side lot line; as shown on Schedule “A” – Site Plan attached to and forming part of this permit.
- c) **PART 5 ZONE PROVISIONS**, Section **5.1 Rural Residential (RR)**, Subsection **Lot coverage (4)**: “The maximum lot coverage is 10%”;
- Is varied to permit a maximum lot coverage of 14.4% for existing buildings and structures, as shown on Schedule “A” – Site Plan attached to and forming part of this permit.

5. All buildings and structures shall be consistent with Schedule “A” which is attached to and forms part of this permit. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of the Mudge Island Land Use Bylaw No. 228, including use and density, and to obtain other appropriate approvals necessary for completion of the proposed development.

**AUTHORIZING RESOLUTION PASSED BY THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE
THIS ____ DAY OF ____, 2016.**

Deputy Secretary, Islands Trust

Date of Issuance

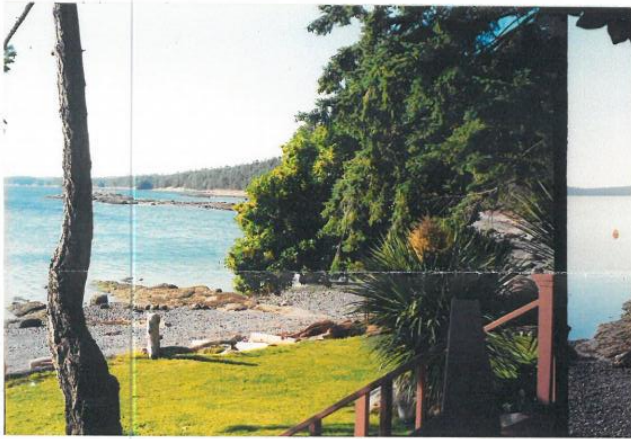
**IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE ____ DAY OF 2018,
THIS PERMIT AUTOMATICALLY LAPSES.**

Schedule "A" – Site Plan



Attachment 3: Shoreline Photos Submitted by Applicant

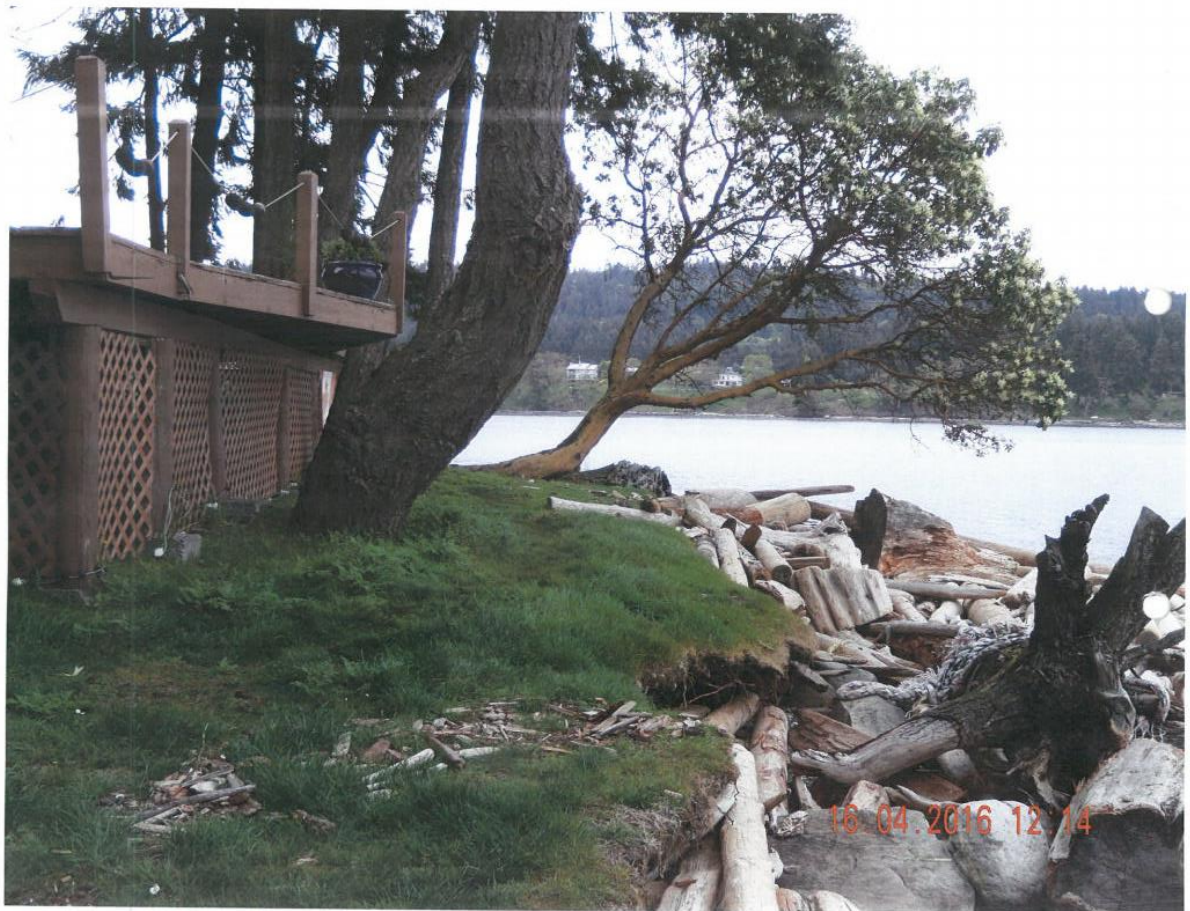
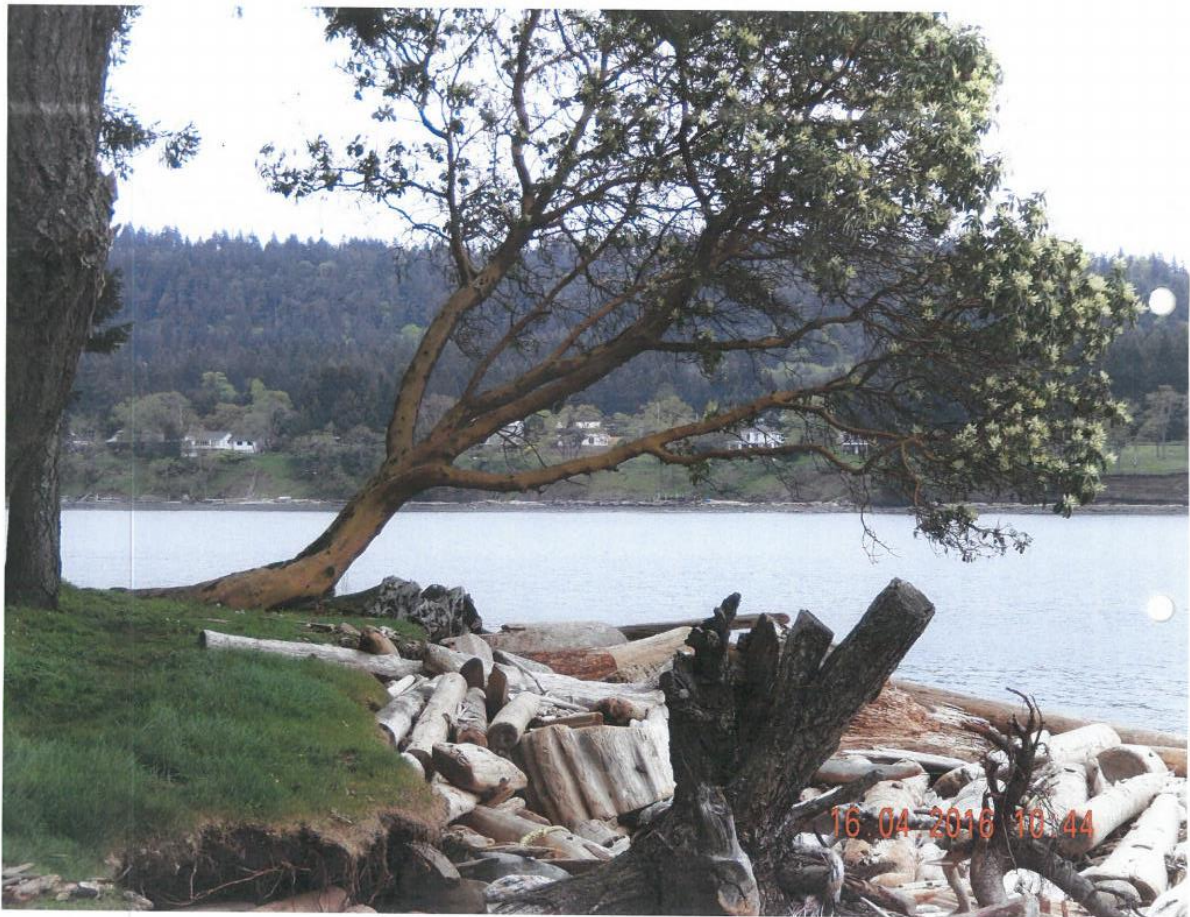
COTTAGE



September 15, 2002



June 28/July, 2002







Top Priorities

Gabriola Island

No.	Description	Activity	R/Initiated	Responsibility	Target Date
1	Compliance with new Ministry of Agriculture bylaw standards regarding Medical Marihuana Production Facilities in the Agricultural Land Reserve		23-Jul-2015	Aleksandra Brzozow	31-Dec-2015
2	Review of roadside signage regulations on Gabriola Island	Develop a roadside signage strategy.	07-May-2015	Teresa Ritemann	
3	Review of affordable housing strategies	To be further scoped by LTC	07-May-2015	Sonja Zupanec	

**Projects****Gabriola Island**

Description	Activity	R/Initiated
DeCourcy Island Official Community Plan Review and Advisory Planning Commission Appointments. Topics include: · park areas without park zoning · DAI Bylaw		21-Apr-2011
Hazardous areas and steep slopes development permit area · also consider how to address areas of potentially problematic soils, shoreline erosion, and localized areas of steep terrain		21-Feb-2013
Forage Fish Mapping Workshop	March, 2013 resolution	05-Sep-2013
Land Based Aquaculture	Review most recent provincial direction on land based aquaculture and develop appropriate policies and regulations.	16-Jan-2014
Review OCP and LUB to include protective measures for biodiversity.	Species and Ecosystems at Risk (SEAR) Local Government Working Group may have resources for this project.	19-Jan-2012
Review OCP and LUB to improve protection of coastal areas.		19-Jan-2012
Review OCP and LUB to protect water quality and quantity.		19-Jan-2012
First Nations cultural references in land use planning	Work with Snuneymuxw First Nation (SFN) to seek funding for archaeological mapping and host and invite SFN Councillor Geraldine Manson to make a storytelling presentation on Gabriola.	27-Jan-2011
Consider implementing Eelgrass protection regulations (see February 19, 2014 memorandum).		14-May-2014
Snuneymuxw First Nation Protocol Agreement Implementation		22-Jan-2015
Village Core Review		02-Apr-2015



Projects

Gabriola Island

Description	Activity	R/Initiated
Strengthen relationship with First Nations		02-Apr-2015
Review of food truck regulations		02-Apr-2015
Including eagle nest mapping in Gabriola OCP		02-Apr-2015
Initiatives to encourage green and renewable energy		02-Apr-2015
Review bylaws around temporary use permits for short term vacation rentals		07-May-2015
Coastal Douglas Fir Conservation Strategy work	Consider policies and other recommendations regarding land use planning tools that will effectively conserve Coastal Douglas-fir forest ecosystems.	14-Jan-2016
Water taxi access for Gabriola Island	Review Official Community Plan and Land-Use Bylaw provisions to encourage water taxi service at or near Descanso Bay	15-Feb-2016



Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GB-DVP-2016.1	SKINNER, Hugh & Elaine	21-Mar-2016	variance to natural boundary of the sea; interior lot line; possible front property line to bring into compliance

Planner: Teresa Rittemann

Planning Status

Status Date: 30-Jun-2016

Survey expected early- mid-July. Still aiming for September 8 LTC meeting agenda.

Status Date: 05-May-2016

Applicant emailed to say we can expect a new survey in June and hope to have their application on the September 8 LTC meeting agenda.

Status Date: 28-Apr-2016

Planner TR and BE Officer WD site visit of the property

File Number	Applicant Name	Date Received	Purpose
GB-DVP-2016.2	GERMAN, LOUISE	31-May-2016	PID: 004-536-584 To vary the set-back to the natural boundary of the sea due to erosion. 1046 Sea Fern Lane, Mudge Island.

Planner: Teresa Rittemann

Planning Status

Status Date: 30-Jun-2016

Planner TR completed Staff Report. Application to appear on 14-July agenda for LTC meeting to take place on Mudge Island

Status Date: 24-Jun-2016

Revised survey received.

Status Date: 09-Jun-2016

Site visit to property (Planner TR and BE Officer WD)

Rezoning

File Number	Applicant Name	Date Received	Purpose
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**Applications**

GB-RZ-2016.1 Williamson & Associates 09-Feb-2016 PIDs:006-654-941, 005-030-480, 009-735-968, 003-010-431, 006-635-121, 027-939-804, 027-939-791
Spruce to Church Streets, Mallett Creek Density Transfer

Planner: Rob Milne**Planning Status****Status Date:**

File Number	Applicant Name	Date Received	Purpose
GB-RZ-2016.2	OTG Developments	07-Apr-2016	PID: 025-674-170 Application to rezone lot to allow for a two lot residential subdivision.

Planner: Sonja Zupanec**Planning Status****Status Date:** 27-Jun-2016

Preliminary staff report deferred to LTC meeting July 21 2016. Applicant notified of new LTC meeting date/time/location.

Subdivision

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2008.3	C.O. Smythies & Associates Ltd.	06-Oct-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)

Planner: Marnie Eggen**Planning Status****Status Date:** 08-Jan-2016

PLA extension

Status Date: 14-Apr-2014

parent lot is in transition of sale

Status Date: 25-Oct-2013

PLA extension

File Number	Applicant Name	Date Received	Purpose
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Applications

GB-SUB-2010.2 McCollum and Krul, 13-Aug-2010 1520 McCollum Road
Gary and Jane Create 7 parcels

Planner: Teresa Ritemann

Planning Status

Status Date: 30-Jun-2016

Planner received update letter from RDN that the RDN supports 5% cash-in-lieu of parkland dedication for this proposed subdivision

Status Date: 05-May-2016

Staff awaiting a response from the RDN

Status Date: 29-Feb-2016

Planning Staff wrote Memo to appear on the March 10 LTC Agenda.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2011.1	Williamson & Associates Professional Surveyors Planner: Marnie Eggen	23-Dec-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: 08-Jan-2016

No change

Status Date: 13-Jan-2015

Applicant working to satisfy conditions

Status Date: 14-Mar-2014

PLA received

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

Planning Status

Status Date: 30-Jun-2016

No change in status.

Applications

Status Date: 03-Sep-2014

Status has not changed. Still awaiting MOTI direction that reasons for non-approval have been overcome

Status Date: 18-Mar-2014

MOTI sent notification that the subdivision is NOT being approved. If the reasons for non-approval are not overcome in 1 year, the file will be closed. Note that Islands Trust staff re-sent our subdivision referral response as the notice of non-approval indicated that MOTI had not received it.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2013.2	Centre Stage Holdings Ltd.	09-Aug-2013	Subdivision to 6 lots

Planner: Teresa Ritemann

Planning Status

Status Date: 07-May-2016

Letter of Undertaking regarding future protection of arch sites received from applicant/owner. Outstanding issues in extended PLA are sewage and drainage requirements.

Status Date: 05-May-2016

Parkland dedication requirement removed b/c it was met through dedication of the 707 Community Park in earlier application. No comments received from Snuneymuxw FN by deadline. As per 26-Apr email to applicant, Staff awaiting a Letter of Undertaking from the applicant regarding the covenants to protect archaeological site.

Status Date: 17-Feb-2016

PLA extended to November 8 2016. Three additional IT conditions now included: parkland dedication, covenant to protect arch sites, and consultation with Snuneymuxw First Nation

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2013.3	Smythies & Associates	28-Oct-2013	411 Daniel Way subdivision to create 2 parcels

Planner: Teresa Ritemann

Planning Status

Status Date: 30-Jun-2016

No change in status.

Status Date: 01-Apr-2016

MOTI response that there has been no recent action on this file but it will remain open, and the applicant is working with the ALC at this time

Applications

Status Date: 29-Feb-2016

No change in status.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2016.1	Williamson & Associates	07-Jan-2016	To create two lots within the SRR zone contained in existing Lot 4 and the northerly portion of existing Lot 5. The southerly boundary of the two SRR lots will be along the current AG zone boundary and will leave the remainder of Lot 5 as a single AG zoned parcel of 15.38 hectares wholly within the ALR.

Planner: Teresa Ritemann

Planning Status

Status Date: 30-Jun-2016

No change in status.

Status Date: 05-May-2016

Awaiting response from MOTI to issue PLA or PLNA.

Status Date: 03-Feb-2016

Subdivision Referral Report emailed to MOTI. Copied to Gabriola LTC and the Agent.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2016.2	MACKAY, IKE	23-Feb-2016	PIDs: 004-857-119 and 004-614-771 Lot Boundary Adjustment

Planner: Teresa Ritemann

Planning Status

Status Date: 30-Jun-2016

No change in status.

Status Date: 05-May-2016

Awaiting response from MOTI to issue PLA or PLNA.

Status Date: 17-Mar-2016

File TR completed review and sent referral report to MOTI and copied to Gabriola LTC and applicant.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2016.3	Roundtuit Farms Ltd.	29-Feb-2016	PID: 000-991-694 Create two lots from one on Decourcy. Firehall plot will be severed from main property.

Planner: Lisa Webster-Gibson

Applications

Planning Status

Status Date:

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2016.4	C.O. Smythies & Associates Planner: Sonja Zupanec	20-May-2016	PIDs: 001-271-806 and 009-735-755 Boundary adjustment. Civic address: 1610 Hess Road, Gabriola Island.

Planning Status

Status Date: 08-Jun-2016

Referral response sent to MOTI and copied to applicant and LTC.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2016.5	SCOTT, DOUGLAS Planner: Teresa Ritemann	04-Jul-2016	PID: 006-982-255 and 006-982-247 Civic address: 790 Seagirt Road. Lot line adjustment.

Planning Status

Status Date:

Temporary and Industrial Use Permit

File Number	Applicant Name	Date Received	Purpose
GB-TUP-2016.1	MCAFEE, IAN Planner: Aleksandra Brzozowski	09-Oct-2015	PID: 003-135-276 1070 Chappel Place, Gabriola Island. STVR.

Planning Status

Status Date:

Islands Trust
 LTC EXP SUMMARY REPORT F2017
 Invoices posted to Month ending May 2016

620 Gabriola	Invoices posted to Month ending May 2016	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-620	LTC "Trustee Expenses"	1,500.00	0.00	1,500.00
LTC Local				
65200-620	LTC - Local Exp - LTC Meeting Expenses	4,750.00	562.00	4,188.00
65210-620	LTC - Local Exp - APC Meeting Expenses	600.00	114.00	486.00
65220-620	LTC - Local Exp - Communications	1,250.00	0.00	1,250.00
65230-620	LTC - Local Exp - Special Projects	1,000.00	303.41	696.59
TOTAL LTC Local Expense		<u>7,600.00</u>	<u>979.41</u>	<u>6,620.59</u>
Projects				
73001-620-2001	Gabriola OCP/LUB	1,500.00	32.10	1,467.90
73001-620-4063	Gabriola First Nations Relations	1,500.00	0.00	1,500.00
73001-620-4064	Gabriola Attainable Housing	3,500.00	0.00	3,500.00
TOTAL Project Expenses		<u>6,500.00</u>	<u>32.10</u>	<u>6,467.90</u>

Gabriola Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

Updated: February 2, 2016

No	Meeting Date	Resolution No.	Issue	Policy and Description
1.	January 29, 2010	GB-025-2010	Communication Towers and Antennae	It was MOVED and SECONDED that the Gabriola Island Local Trust Committee adopt the following standing resolution: - Proposals for any new or expanded communication towers and antennae require an application to the Gabriola Islands Local Trust Committee. - The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting and one advertisement in both local newspapers. - The public consultation process shall be determined by the Local Trust Committee after initial review of the proposal; however, as a minimum, the proponent shall give written notice to Islands Trust Northern Office staff and the Snunéymuxw First Nation, all owners and residents of properties within a 2 kilometre radius of the subject property where the facility is proposed. The required notice shall include the following information: - the proposed location of the tower on the subject site - a description of the predicted power density level of the antenna/tower - methods to mitigate any aesthetic or visual impact - description of the natural environment, any sensitive ecosystems or other important habitat areas within 120 metres of the subject property and mitigation of impacts to such areas - physical details and example illustrations of the tower including its height, colour, type and design - the time and location of a public meeting and advertising - the name and contact information of the contact person employed by the proponent - the name and all contact information of the Islands Trust planning staff available for public comments and questions regarding the proposal; and - the proponent may be required to enter into a cost recovery agreement with the Islands Trust, in order to offset application processing costs incurred.