



# Gabriola Island Local Trust Committee Special Meeting Agenda

**Date:** December 12, 2016  
**Time:** 4:30 pm  
**Location:** Gabriola Island Agricultural Hall  
465 South Road, Gabriola Island, BC

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	<b>Pages</b>
1. CALL TO ORDER	4:30 PM - 4:35 PM
2. APPROVAL OF AGENDA	
3. MINUTES	
3.1 Local Trust Committee Minutes dated November 10, 2016 - for adoption	2 - 17
4. LOCAL TRUST COMMITTEE PROJECT	4:35 PM - 6:30 PM
4.1 Housing Options Review Project - Staff Report	18 - 46
4.2 Presentation by Planner Zupanec	
4.3 Public Question and Answer Session	
4.4 Local Trust Committee Discussion of Next Steps	
5. MEETING DATE CHANGE FOR 2017 - discussion	
6. ADJOURNMENT	6:30 PM - 6:30 PM



## Gabriola Island Local Trust Committee Minutes of Regular Meeting

**Date:** November 10, 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  
 Teresa Rittemann, Planner 1  
 Rob Milne, Island Planner (by telephone)  
 Ann Kjerulf, Regional Planning Manager  
 Lisa Millard, Recorder

**Others Present** There were approximately 30 members of the public and 1 member of the media present

### 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 additions and changes to the agenda were presented for consideration:

- 9.2 Late Correspondence dated November 8, 2016 received from Wilf Caron regarding Ocean Dumping at Five Fingers Island
- 10.1 GB-DVP-2016.1 Skinner to follow Item 7.1
- 10.4 GB-RZ-2016.1 Potlach Properties and Pilot Bay Holdings to follow Item 10.1
- 14.1 Gabriola Elementary School/SFU Partnership Grant to follow Item 10.4
- 10.3 GB-DVP-2016.2 and GB.DVP-2016.5 Mid Island Co-op to follow Item 14.1
- 10.2 GB-DVP-2016.4 Smith-Architrave (Arbutus Home Building Centre) to follow Item 10.3
- 12.2 Housing Options Review Project – Staff Report was deferred to a future meeting.

**By general consent** the agenda was approved as amended.

### 3. TOWN HALL AND QUESTIONS

Wilf Caron made the following comments:

- The October 26, 2016 issue of the Nanaimo News Bulletin published a Legal Notice of Intent to dredge in the Nanaimo estuary.

- The permit allows for 30,000 tonnes of waste to be dumped. One of the dumping sites will be Five Fingers Island. This will have a negative impact to the marine environment around Gabriola.
- He is seeking support amongst several agencies to address the issue.

Andrew Deggan made the following comments regarding the Potlach proposal:

- Owners of domestic wells are exempt from licencing regulations but are encouraged to register their well with the Ministry.
- When a new well is dug the surrounding wells are protected.
- The Regional District of Nanaimo (RDN) has issued a statement that they do not endorse the use of ground water as potable water due to a lack of applicable health guidelines.
- Islands Trust should not propose that new houses use cisterns or rain water collection as these methods of collection could result in the consumption of unpotable water.

Jacinte Eastwick provided a written statement and made the following comments regarding the Potlach proposal:

- There is a parcel of land located behind the Medical Clinic zoned Forestry that has a density of 1 and this parcel cannot be subdivided as per Land Use Bylaws (LUB).
- The density transfer application allows this lot to transfer 3 densities by zoning it to Resource and then to a Park or a Forest Wilderness.
- This is not allowed within the Official Community Plan (OCP) and therefore results in a density calculation error.
- A second reading to Proposed Bylaws 289 and 290 not be given for this reason.

Chris Bowers made the following comments regarding the Potlach proposal:

- Proposed Bylaws 289 and 290 do not respect the current policy of the OCP and therefore the Local Trust Committee (LTC) should reject the proposal as written and request that it be resubmitted following the principles of the OCP.

Gisele Rudischer made the following comments regarding the Potlach proposal:

- The LTC is considering placing a covenant limiting the number of lots to 25.
- Islands Trust should have their own legal representative draft the covenant versus the Applicant's representative.
- Land titles cannot be created within the development without first subdividing the land, therefore it might not be possible to create a park without the remaining donor lands being subdivided.

Regional Planning Manager Kjerulf clarified that new land titles may be created under Section 99 of the *Land Title Act* where lands are donated for public purposes, and the remainder may be separately titled.

#### **4. DELEGATIONS**

##### **4.1 Gabriola Elementary School Grades 5/6**

Miranda Culbertson, Grades 5/6 Teacher, stated that under the Inquiry and Innovation mandate her students were looking at world town planning. In preparation for an upcoming presentation the students asked the LTC questions

regarding how decisions are made, why they chose to be LTC members, how long they have participated in planning, and what is the largest project they were involved with.

**5. COMMUNITY INFORMATION MEETING – none**

**6. PUBLIC HEARING - none**

**7. MINUTES**

**7.1 Local Trust Committee Minutes dated October 13, 2016 – for adoption**

The following amendments to the minutes were presented for consideration:

Page 1, Item 3, first paragraph: change words at end of first sentence “these bylaws be enforced” to “these bylaws not be enforced”.

Page 2, Item 3, in the second to last sentence: “She requested that the bylaw be amended to require septic hookups for accessory building that are being used for temporary residences.” add a comma after word residences and insert “while owners have a building permit.”

Page 3, Item 7.1, in first paragraph: following the word “however” add words “a meeting” so it reads “however, a meeting with the Nature Trust of BC...”

Page 4, Item 9.1, in the last bullet point it should read: “At a May, 2015 Ferry Advisory Committee (FAC) meeting...”

Page 5, Item 9.1, in the last bullet point add words: “documentation of the” so it reads “and this consultation process could provide documentation of the public interest that Mr. Houle seeks.”

Page 5, Item 9.3, following the statement “Received for information.” Add: “Both Trustees made statements thanking Gabriolans Against Freighter Anchorages Society (GAFA) and recognized the exceptional quality of research and communication being done.”

**By general consent** the minutes were adopted as amended.

**10.1 GB-DVP-2016.1 Skinner - Staff Report**

Planner Ritemann summarized the staff report.

The Applicants provided a written statement and made the following comments:

- They continue to have safety and liability concerns regarding the removal of the north side fence and railings which were built to satisfy the previous owner’s insurer.
- Their current insurer recommends that the fence and railings remain in place.
- If the fence is moved back 7.5 metres it would then be placed at the corner of the house leaving 13 feet of lawn open to the cliff edge.

- The connecting deck is the main access from the house to the outside deck area and removal of this deck could create a tripping hazard.
- Their intention is to revegetate the property including the cliff drop off area.

Discussion ensued and the following points were noted:

- If the fence along the cliff edge at the natural boundary is moved out of the setback and located near the house, it no longer serves the purpose of creating a safety barrier at the cliff edge.
- There is a safety issue at the cliff edge if the guardrail is removed and a vegetative barrier is not in place.
- There are likely ways of accessing the outside deck other than using a connecting deck.
- There is concern that allowing fences within setback areas could encourage removal of natural vegetation.
- Deferring enforcement might allow time for vegetation to be reintroduced.
- Direction was given to staff to follow up with Bylaw Enforcement regarding the most appropriate way to not enforce on the siting of the waterfront glass fence for up to two years, in order to give time for vegetation to be re-established as an alternative to the glass fence.

#### **GB-2016-107**

##### **It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee approve issuance of Development Variance Permit GB-DVP-2016.1 Malaspina Drive with the following variances to the Gabriola Island Land Use Bylaw No. 177, 1999:

- a) To reduce the natural boundary setback from 7.5 m to 5.2 m for the existing west fence;
- b) To reduce the natural boundary setback from 7.5 m to 5.1 m for the existing east fence;
- c) To reduce the natural boundary setback from 7.5 m to 6.7 m for the existing principal dwelling roof overhang;
- d) To reduce the front lot line setback from 6.0 m to 3.2 m for the existing plastic cisterns;
- e) To reduce the front lot line setback from 6.0 m to 1.8 m for the existing shed;
- f) To reduce the interior lot line setback from 1.5 m to 1.4 m for the existing accessory shop building;
- g) To reduce the interior lot line setback from 1.5 m to 0.0 m for the existing house and roof overhang;
- h) To reduce the interior lot line setback from 1.5 m to 0.9 m for the existing concrete cisterns; and
- i) To increase the maximum allowable lot coverage from 20% to 21.5%.

**CARRIED**

#### **10.4 GB-RZ-2016.1 Potlatch Properties and Pilot Bay Holdings - Staff Report**

Planner Milne joined the meeting by telephone at 11:43 am.

Planner Milne stated that the staff report summarizes the comments received back from the referral agencies. Staff recommends the LTC proceed with public consultation and develop terms of reference which will help inform community discussion regarding the hydrogeological report and other documents.

Two pieces of late correspondence were received for information as follows:

- A revised conceptual lot layout plan.
- A referral response from Regional Hydrogeologist Sylvia Barroso.

The Applicant made the following comments:

- They have attempted to address RDN concerns regarding liability and maintenance costs of the dam by amending the conceptual plan to allow the dam, pond and downstream riparian area be contained in the common property area within the strata. This change reduces the park area, however, a statutory right of way would be provided for access.
- They are working on terms of reference for the hydrogeological study.

Discussion ensued and the following points were noted:

- The regional hydrogeologist referral report provides some criteria for terms of reference for the hydrogeological study.
- Further discussion may be required regarding rain water catchment systems for potable water use.
- Preliminary consultation with the RDN and Gabriola Lands and Trails Trust to help inform the general locations of trails and connections is desired.
- A referral response from the Semiahmoo First Nation has not been received and the Islands Trust First Nations Liaison will be asked to facilitate receipt.
- Staff will address a previous motion regarding bike lanes on the Church Road / Spruce Avenue connection and the possibility of amending the bike plan in the OCP in a future staff report.
- Further community consultation needs to occur regarding traffic volumes and patterns on the Church Road / Spruce Avenue connection.
- There are several references in proposed Bylaw No. 290 that were carried over from RR1 to RR2 zoning that require correction.
- A map should be attached to covenants related to the subdivision layout.
- The timing of the dedication of the parklands in the receiving lands is of importance to ensure the community benefit is secured.
- There are continued concerns about the development being a gated community, however, it is noted that vehicle access and parking needs to be restricted on the common driveway.
- There is concern that the remainder 3.5 ha residential parcel on the donor land is being subdivided out of the larger forestry parcel resulting in potential fragmentation of the park. This parcel is important to the conservation goals for Coats Marsh as well as to existing trail networks.
- There continues to be public concern that the densities are calculated in a manner that differs from the current OCP and staff were asked to review the process and provide further feedback on this approach.

Planner Milne left the meeting (by telephone) at 1:05 pm.

**GB-2016-108**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee request that staff facilitate a stakeholder engagement process to clarify the approximate location of potential trails in the receiver parcel.

**CARRIED**

**GB-2016-109**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee request staff invite the Ministry of Transportation and Infrastructure to the next scheduled Community Information meeting.

**CARRIED**

**GB-2016-110**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee request staff amend Proposed Bylaw No. 290 as follows:

- a) Delete wording “on lands shown on schedule C Map 14” in section D.2.6(A).1.b.ii.
- b) Delete wording “the accessory cottage is located within the area shown on Schedule C, Map 14, and that the area of the lot within Schedule C, Map 14 is 2.0 hectares (4.94 acres) or larger” in section D.2.6(A).1.d.i fourth bullet.

Regional Planner Kjerulf indicated that the motion should properly include the bylaw citation details and that it should not read as a request to staff but rather a direction to change the draft bylaw.

**GB-2016-111**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee amend the motion by removing the language requesting staff to amend the draft bylaw and direct that it be changed and to include the bylaw citation.

**CARRIED**

Chair Busheikin stated that the amendment to the main motion was adopted and the final wording of the main motion is as follows:

**GB-2016-110**

**It was MOVED and SECONDED**

that Proposed Bylaw No. 290 cited as “Gabriola Island Land Use Bylaw No. 177, 1999, Amendment No. 1, 2016” be changed as follows:

- a) Delete wording “on lands shown on schedule C Map 14” in section D.2.6(A).1.b.ii.
- b) Delete wording “the accessory cottage is located within the area shown on Schedule C, Map 14, and that the area of the lot within Schedule C, Map 14 is 2.0 hectares (4.94 acres) or larger” in section D.2.6(A).1.d.i fourth bullet.

**CARRIED**

**GB-2016-112**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee request staff to ask the Applicant to include the remaining 3.5 ha parcel on the donor land in the application for re-designation / rezoning to Park/Forest/Wilderness recreation.

Chair Busheikin noted that the motion is stated in a manner that the remaining parcel does not have to be re-designated / rezoned to Park/Forest/Wilderness recreation but rather staff has been requested to ask the Applicant to do so. Trustee O’Sullivan noted that she anticipated having the conversation about this remaining parcel at a future point in the application, based on community consultation. The Chair called the question on the motion and it was carried.

**CARRIED**

**GB-2016-113**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee request staff to provide feedback on the feasibility and implication on having Section D.2.6(a).3(c)(i) read as follows: minimum average lot area is 2.7 ha (6.7 acres) and for calculation purposes the minimum average lot area includes roads and parkland within this zone.

**CARRIED**



**GB-2016-114****It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee enter into a cost recovery agreement allowing Islands Trust legal counsel to draft and/or review a covenant which would be registered on all land titles applicable to the receiving lands and impose the following restrictions:

- a) Requiring that the subdivision layout of the receiving lands, including the number, location and configuration of lots, be in substantial compliance with the proposed plan of subdivision;
- b) Requiring the dedication of all proposed park lands at the time of the first subdivision;
- c) Limiting the number of lots that may be created on the receiving lands to a maximum of 25;
- d) Prohibiting the future subdivision or creation of new parcels or lots on the receiving lands following the registration of a 25 lot strata plan;
- e) Specifying the location of future trails (as recommended by Gabriola Land and Trails Trust and the Regional District of Nanaimo) where possible;
- f) Requiring rainwater collection systems for the purpose of providing potable water;
- g) Placing restrictions on the placement of onsite waste disposal systems to prevent contamination of groundwater, surface water, or existing wells;
- h) Placing any other restrictions on uses, buildings and structures in accordance with the recommendations of the hydrogeological assessment, archeological study, geotechnical study and *Riparian Areas Regulation* report to mitigate potential impact of the proposed development on groundwater quantity and quality, and surface water.

**CARRIED****GB-2016-115****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 upon completion of the hydrogeological assessment and draft restrictive covenant.

**CARRIED**

**By general consent** the meeting was recessed for a break at 1:27 pm and reconvened at 1:37 pm

**14.1 Gabriola Elementary School/SFU Partnership Grant - for discussion**

The Gabriola Place-Based Schooling Partnership Project is seeing community partnership. It was determined that a letter of support for the project would be provided. Should the grant be approved, further discussion regarding community partnership could be forthcoming.

**GB-2016-116**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee request staff draft a letter of support on behalf of the Local Trust Committee, signed by the Chair, for the Gabriola Elementary School / Simon Fraser University partnership.

**CARRIED**

**10.3 GB-DP-2016.2 and GB-DVP-2016.5 Mid Island Co-op - Staff Report**

Planner Zupanec noted that no comments were received from the community in regard to this application.

When asked to clarify the purpose of the planned illuminated lighting the Applicant stated that only the fuel price numbers would be illuminated and only during operating hours.

**GB-2016-117**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee approve issuance of Development Variance Permit GB-DVP-2016.5 with the following variance to Gabriola Land Use Bylaw No. 177, 1999:

- a) Section B.4.1.3 is varied to permit the illumination of the fuel price portion of the proposed signage.

**CARRIED**

**GB-2016-118**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee approve issuance of Development Permit GB-DP-2016.2 with the following conditions:

- a) The Co-op building shall be renovated substantially in accordance with the Schedule 1 "Proposed Floor Plans and Elevations", attached to and forming part of this Permit.
- b) Business signage shall be in accordance with the Schedule 1 "Proposed Signage", attached to and forming part of this Permit.
- c) Bicycle parking areas shall be provided in accordance with the Schedule 1 "Proposed South Elevation" and "Proposed East Elevation" attached to and forming part of this Permit.
- d) Exterior finishing shall be provided substantially in accordance with the Schedule 1 "Proposed Exterior Finishes/Colours", attached to and forming part of this Permit.

**CARRIED**

**10.2 GB-DVP-2016.4 Smith-Architrave (Arbutus Home Building Centre) - Staff Report**

Trustee Mamoser declared conflict of interest regarding this application as the Applicant is her husband's employer and excused herself at 2:09 pm.

Trustee O’Sullivan noted her appreciation that the Applicant consulted with neighbors regarding the proposed application. Planner Rittemann noted that no other public correspondence was received and that the Ministry of Transportation and Infrastructure (MOTI) had issued a set-back permit for the siting of the proposed gabled entryway.

**GB-2016-119**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee approve issuance of Development Variance Permit GB-DVP-2016.4 with the following variance to Gabriola Island Land Use Bylaw No. 177, 1999:

- a) To reduce the front lot line setback from 6.0 m to 2.38 m to permit a new gabled entryway.

**CARRIED**

Trustee Mamoser rejoined the meeting at 2:15 pm.

**7.2 Section 26 Resolutions-Without-Meeting - none**

**7.3 Advisory Planning Commission Draft Minutes dated October 18, 2016 - for receipt**

**7.4 Mudge Island Advisory Planning Commission Minutes - none**

**7.5 Agricultural Advisory Commission Minutes - none**

**7.6 Transportation Advisory Planning Commission Minutes - none**

**8. BUSINESS ARISING FROM MINUTES**

**8.1 Follow-up Action List dated November 1, 2016**

The following items on the Follow-Up Action List have been completed:

- The Liquor Control Licensing Board (LCLB) has been notified of LTC resolution regarding the Surf application.
- The LTC contact information for the Gabriola Directory has been renewed.

Regional Planning Manager Kjerulf stated that an update on the January, 2016 item regarding a building permit information package be sent to the RDN would be provided at a future meeting.

**8.2 2017 Local Trust Committee Advertising - for discussion**

It was noted that the Trustee office hours should not be advertised on the annual Gabriola Sounder wall calendar, in the event of changes to said hours.

**GB-2016-120**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee authorize advertising in the Gabriola Sounder and on the Calendar of the November, 2016 and all of the 2017 Local Trust Committee meetings from the Communications Budget.

**CARRIED**

**9. CORRESPONDENCE**

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

**9.1 Letter dated Oct 25 2016 from Gabriolans Against Freighter Anchorages Society**

The Trustees stated that they appreciated the amount of research being done.

**9.2 Late correspondence dated November 8, 2016 received from Wilf Caron regarding Ocean Dumping at Five Fingers Island**

Discussion ensued. Planner Zupanec stated that marine disposal was within the jurisdiction of the Federal Government. She requested the permit applicant provide an information package which has not yet been received. Should one not be forthcoming she would request information from Environment Canada.

**GB-2016-121**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee refer correspondence from Wilf Caron regarding dumping of dredged solids at Five Fingers Island to the Executive Committee for consideration.

**CARRIED**

**10. APPLICATIONS AND REFERRALS**

**10.1 GB-DVP-2016.1 Skinner - Staff Report**

This item was reordered to follow Item 7.1

**10.2 GB-DVP-2016.4 Smith-Architrave (Arbutus Home Building Centre) - Staff Report**

This item was reordered to follow Item 10.3

**10.3 GB-DP-2016.2 and GB-DVP-2016.5 Mid Island Co-op - Staff Report**

This item was reordered to follow Item 14.1

**10.4 GB-RZ-2016.1 Potlatch Properties and Pilot Bay Holdings - Staff Report**

This item was reordered to follow Item 10.1

**11. BREAK**

This item was reordered to follow Item 10.4

**12. LOCAL TRUST COMMITTEE PROJECTS**

Chair Busheikin left the meeting at 2:49 pm.

Planner Zupanec left the meeting at 2:49 pm and returned at 2:55 pm.

Trustee Mamoser appointed Trustee O’Sullivan as Temporary Chair.

**By general consent** Trustee O’Sullivan was appointed Temporary Chair.

**12.1 Road Side Signage - Staff Report**

Planner Ritemann summarized the staff report.

Discussion ensued on the following topics:

- There are differences between Water General and Water Commercial within Water Zones.
- The number of temporary signs allowed per lot for advertising a special event could exceed the maximum, therefore no maximum should be specified.
- Temporary directional signs for business purposes will not always be located on the lot in which the business is occurring.

**GB-2016-122**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee amend draft Bylaw No. 291 cited as “Gabriola Island Land Use Bylaw No. 177, 1999, Amendment No. 2, 2016” as follows: to Table 1, add an extra row under Water Zones and move Water General where the maximum number of signs permitted in column one is not applicable and where the maximum total sign area permitted in column two is 1.5 square metres (16.1 square feet) per sign.

**CARRIED**

**GB-2016-123**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee amend draft Bylaw No. 291 cited as “Gabriola Island Land Use Bylaw No. 177, 1999, Amendment No. 2, 2016” as follows: to remove Section B.4.3.2(e) entirely, and in Part G, Definitions (ix) to delete the words “consolidates the direction of” and replace with the word “directs”.

**CARRIED**

**GB-2016-124**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee review the Directives Only Policy Checklist and confirm by resolution that draft Bylaw No. 291 cited as “Gabriola Island Land Use Bylaw No. 177, 1999, Amendment No. 2, 2016” as amended is not contrary to or at variance with the Islands Trust Policy Statement.

**CARRIED**

**GB-2016-125**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee give first reading to Bylaw No. 291 cited as “Gabriola Island Land Use Bylaw No. 177, 1999, Amendment No. 2, 2016”.

**CARRIED**

**GB-2016-126**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee refer Bylaw No. 291 cited as “Gabriola Island Land Use Bylaw No. 177, 1999, Amendment No. 2, 2016” to the Advisory Planning Commission, the Ministry of Transportation and Infrastructure, the Islands Trust Bylaw Enforcement and the Gabriola Island Chamber of Commerce.

When asked by the Chair if there is any discussion on the motion a Trustee asked if the referral should include the Snuneymuxw First Nation and the RDN. Regional Planning Manager Kjerulf stated that with respect to the RDN, the service around economic development was contracted to the Nanaimo Economic Development Commission which has experienced some organizational challenges recently. A Trustee then indicated the referral might also go the Gabriola Arts Council.

The Chair asked if there were any objections to the motion, as amended. The Chair then read the amended motion as:

**GB-2016-126**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee refer Bylaw No. 291 cited as “Gabriola Island Land Use Bylaw No. 177, 1999, Amendment No. 2, 2016” to the Advisory Planning Commission, the Ministry of Transportation and Infrastructure, the Islands Trust Bylaw Enforcement, the Gabriola Island Chamber of Commerce, the Snuneymuxw First Nation, and the Gabriola Arts Council.

**CARRIED**

Discussion ensued and Trustee O’Sullivan suggested that once staff receive referral responses from the various agencies, then it would be an appropriate time for staff to arrange a Public Hearing on the bylaw.

**GB-2016-127**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee direct staff to arrange a Public Hearing to consider Bylaw No. 291 cited as “Gabriola Island Land Use Bylaw No. 177, 1999, Amendment No. 2, 2016”.

**CARRIED**

Further discussion ensued and Trustees indicated that some members of the community believe that the Bylaw division is not currently doing enforcement on signage while the topic is under review. Regional Planning Manager Kjerulf stated she had spoken with the Bylaw Enforcement Officer who indicated that they are continuing to enforce bylaws outside of the scope of the existing and proposed bylaws.

**GB-2016-128**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee request that Bylaw Enforcement staff enforce on signs that are clearly outside of existing and proposed regulations.

**CARRIED**

**12.2 Housing Options Review Project - Staff Report**

12.2.1 Presentation by Planner Zupanec

This item was deferred to a future meeting.

**13. REPORTS**

**13.1 Work Program Reports**

13.1.1 Top Priorities Report dated November 1, 2016

Received for information.

13.1.2 Projects List Report dated November 1, 2016

Trustees noted that they would like to discuss the exclusion of plastic cisterns from the definition of structure for lot coverage calculations.

**GB-2016-128**

**It was MOVED and SECONDED**

to amend the Project List project definition of Possible Land Use Bylaw Amendments to include a review of cisterns and solar panels as structures.

**CARRIED**

**13.2 Applications Report dated November 1, 2016**

Received for information.

**13.3 Trustee and Local Expense Report dated September, 2016**

Received for information.

**13.4 Adopted Policies and Standing Resolutions**

Received for information.

**13.5 Local Trust Committee Webpage**

No changes or additions at this time.

**13.6 Chair's Report**

Chair Busheikin left the meeting at 2:50 pm and did not provide a Chair's Report.

**13.7 Trustee Reports**

Trustee Mamoser reported that:

- She met with Village Vision Committee members.
- She attended an open house for the Gabriola Arts Council to discuss upcoming renovations.

Trustee O'Sullivan reported that:

- She attended an Emcon meeting to discuss winter road maintenance.
- Trustee office hours had commenced and she noted that November 14, 2016 office hours have been cancelled due to previous commitments.
- She will be meeting with the Islands Trust First Nations Advisor.
- She will be attending a Ferry Advisory Commission meeting next week.
- She will attend the Trust Council Meeting in December.

**13.8 Electoral Area Director's Report - none**

**13.9 Trust Fund Board Report - none**

**14. NEW BUSINESS**

**14.1 Gabriola Elementary School/SFU Partnership Grant - for discussion**

This item was reordered to follow Item 10.4

**15. UPCOMING MEETINGS**

**15.1 Next Regular Meeting Scheduled for Thursday, January 12, 2017 at 10:15 am at The Haven, in the Heron Room, 240 Davis Road, Gabriola Island, BC.**



**16. TOWN HALL**

Nick Doe asked what the purpose of a second reading of a bylaw was. Regional Planning Manager Kjerulf replied.

Mr. Doe then stated that in regard to the Potlach application, the only way to find out the quality and quantity of the groundwater is by drilling a well

**17. CLOSED MEETING - none**

**18. ADJOURNMENT**

**By general consent** the meeting was adjourned at 3:33 pm.

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Laura Busheikin, Chair

Certified Correct:

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Lisa Millard, Recorder



File No.: GB-6500-20 (Housing Options Review Project)

DATE OF MEETING: December 12, 2016  
TO: Gabriola Island Local Trust Committee  
FROM: Sonja Zupanec, Island Planner  
Northern Office  
SUBJECT: Housing Options Review Project – Results of Community Survey

## RECOMMENDATION

1. That the Gabriola Island Local Trust Committee request staff to prepare draft amending bylaws to permit a secondary suite accessory to a principal dwelling, with the following draft parameters:
  - a. Except on lands within the Agricultural Land Reserve,
    - i. That a secondary suite be permitted only on lots 2.0 hectares or larger;
    - ii. That a secondary suite be permitted either within, detached or attached to the building containing the principal dwelling; or above a non-residential building;
    - iii. That the floor area of a secondary suite be limited to a maximum of 968 square feet or 40% of the habitable floor area of the principal dwelling (whichever is less);
  - b. On lands within the Agricultural Land Reserve,
    - i. That a secondary suite be permitted either within a principal dwelling or above a non-residential building;
    - ii. That the floor area of a secondary suite be limited to a maximum of 968 square feet or 40% of the habitable floor area of the principal dwelling (whichever is less);
  - c. That the term 'accessory cottage' be replaced with the term 'secondary suite'; and
  - d. That the definition of 'secondary suite' be revised and that the definition of 'accessory cottage' be deleted.
2. That the Gabriola Island local Trust Committee request staff to continue to collaborate and engage in discussions with building professionals on the feasibility of using custom built 'tiny homes' on a trailer as a permanent residence and report back to the LTC.

## REPORT SUMMARY

The purpose of this UPDATED supplemental report is to provide a preface to the December 12, 2016 staff presentation to the Local Trust Committee (LTC), on the results of the housing options review project community survey and recommendations on next steps.

## BACKGROUND

Staff previously reported to the Local Trust Committee on the following dates:

- May 26, 2016
- July 5, 2016
- September 8, 2016

Staff Reports and further Information about the Housing Options Review Project is available on the Gabriola Island LTC website at [www.islandstrust.bc.ca](http://www.islandstrust.bc.ca) .

## **ANALYSIS**

### **Policy/Regulatory:**

The Gabriola Island Land Use Bylaw currently allows secondary suites or cottage residential on lots 2.0 hectares or larger within the AG (Agriculture) Zone only. In other zones, cottage residential use is permitted on lots 2.0 hectares or larger whereas secondary suites are not permitted at all. Furthermore, the definition of “secondary suite” is limited to accessory residential use on lands within the Agricultural Land Reserve.

### **Consultation:**

Planning staff has reviewed the results of the community survey and the written responses received to date (Attachments 1 and 2). The Advisory Planning Commission (APC) members met on October 18, 2016 as a working group with planning staff to review the results and discuss land use planning implications of the various housing options presented. Generally, the discussion with the APC was consistent with the general trends presented in the survey responses:

- Significant concerns about the use of a recreational vehicle, park model home or travel trailer as a permanent dwelling;
- Support for allowing a custom built tiny home on a chassis to be used as a permanent dwelling (principal or accessory);
- Support for a secondary suite in lieu of accessory cottages on lots 2 hectares or larger;
- Support for a secondary suite above an existing non-residential building on land in the Agricultural Land Reserve (ALR); and
- Support for secondary suites to be limited in size to a maximum of 968 square feet or 40% of the habitable floor area of the principal dwelling.

Staff will provide a detailed presentation to the LTC on December 12, 2016 on each of the topics of the community survey as well as the planning implications considered in formulating the staff recommendation.

### **Rationale for Recommendation:**

The rationale for this housing options review project was based on the perceived need for increased flexibility/options for property owners with lots 2 hectares or larger to consider the option of constructing a secondary suite in a variety of configurations in lieu of only a detached secondary suite (referred to currently as an accessory cottage). The survey results illustrate there is community support for this type of amendment in the OCP and LUB. The result would be a potential increase in the number of market housing rentals on the island, in a variety of formats (attached, detached) without an increase in density. Staff recommends proceeding with drafting amending bylaws to permit a secondary suite as either attached, detached or above an accessory building on lots 2 hectares or larger as per the recommendation included on Page 1 of the report.

**ALTERNATIVES**

**1. Request further information**

The LTC may request further information be provided prior to making a decision. If selecting this alternative, the LTC should describe the specific information needed and the rationale for this request.

**Resolution:**

“That the Gabriola Island Local Trust Committee request that staff prepare an analysis of issues related to secondary suites being permitted in lieu of accessory cottages on lots 2 hectares or larger.”

**2. Receive for information**

The LTC may receive the report for information at this time.

**NEXT STEPS**

Staff will prepare draft bylaws and a supplemental staff report as directed by the LTC for the LTC’s consideration for the January 2017 regular business meeting of the LTC.

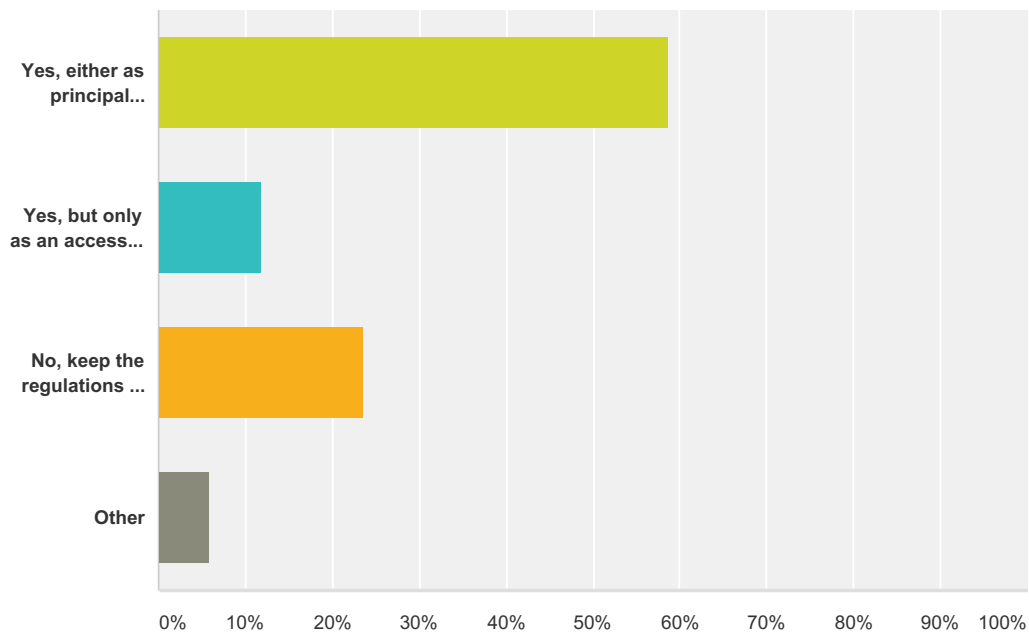
Submitted By:	Sonja Zupanec, RPP Island Planner	November 29, 2016
Concurrence:	Ann Kjerulf, MCIP, RPP Regional Planning Manager	December 5, 2016

**ATTACHMENTS**

- 1. Summary of survey data
- 2. Summary of written responses to survey questions

**Q1 TOPIC A: The following two questions are specific to the Local Trust Committee’s interest in reviewing the existing temporary dwelling regulations to permit the permanent use of a recreational vehicle, travel trailer, or a tiny home on a chassis, on a lot where a single family dwelling use is permitted, WITHOUT any increase in density on the lot. The Gabriola Island Land Use Bylaw does not permit a travel trailer, recreational vehicle, or custom-built tiny home on a chassis to be used as a permanent dwelling EXCEPT for: a) temporary use with a valid RDN building permit to build a permanent residence; or b) a maximum of 90 days per calendar year. Do you support amending the bylaw to permit permanent use of such a structure as a dwelling on any lot where single family dwelling use is permitted?**

Answered: 418 Skipped: 10

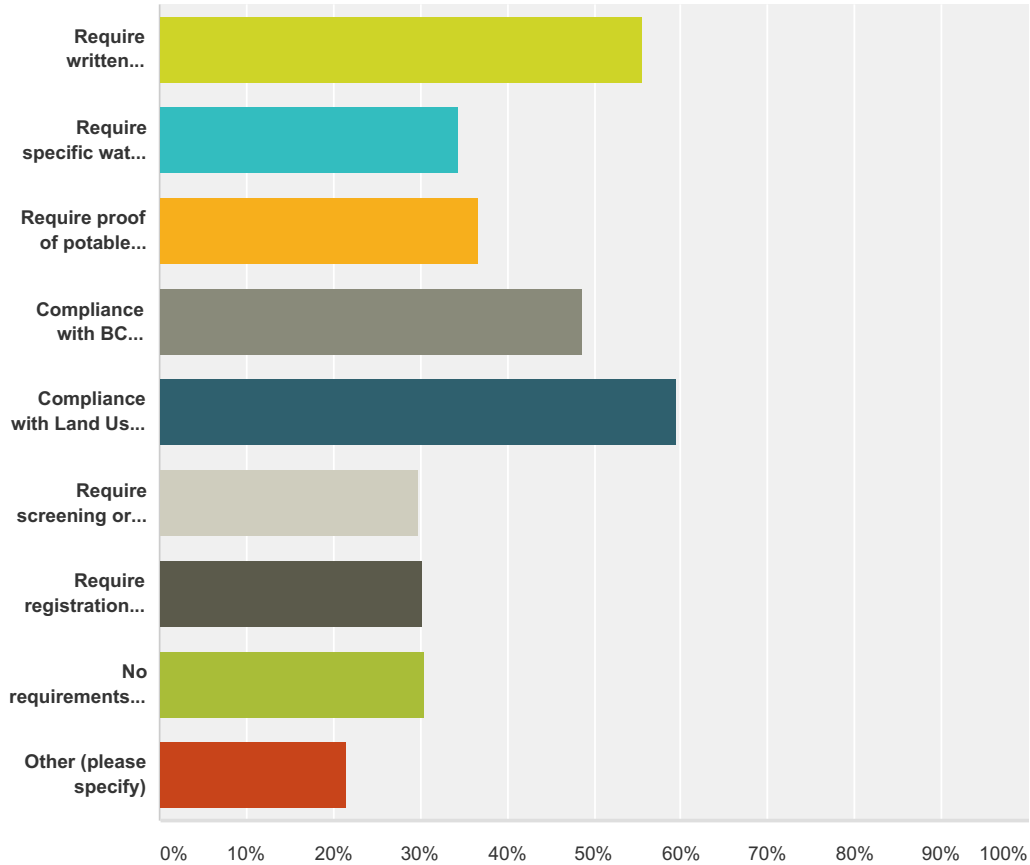


Answer Choices	Responses
Yes, either as principal dwelling or an accessory cottage where permitted.	58.61% 245
Yes, but only as an accessory cottage where permitted.	11.96% 50

No, keep the regulations as they are allowing temporary use only.	23.68%	99
Other	5.74%	24
<b>Total</b>		<b>418</b>

**Q2 Which of the following should be addressed to permit a travel trailer, recreational vehicle or other unique dwellings for permanent residential use (check all that apply):**

Answered: 409 Skipped: 19



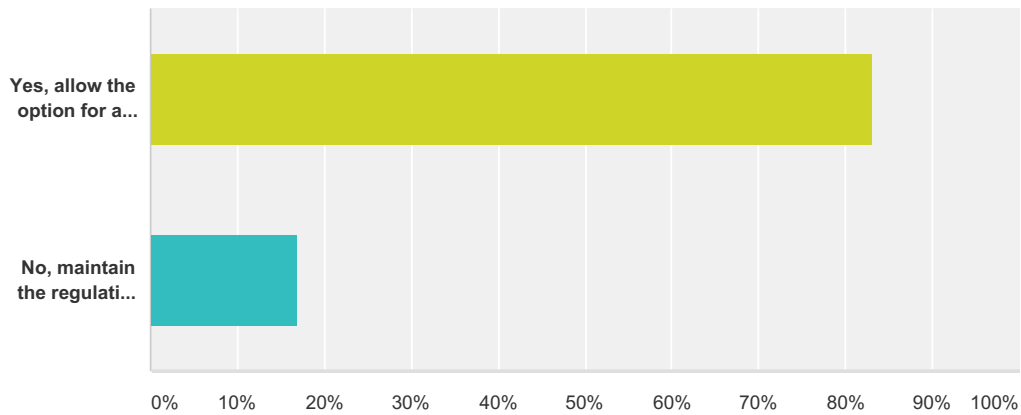
Answer Choices	Responses
Require written verification of septic system capacity and connectivity.	55.50% 227
Require specific water conservation measures.	34.47% 141
Require proof of potable water.	36.67% 150
Compliance with BC Building, Fire and Safety Codes or equivalent standards (i.e. CSA).	48.66% 199
Compliance with Land Use Bylaw regulations (ie. siting, setbacks, height, and lot coverage).	59.41% 243
Require screening or other measures to address appearance/aesthetic concerns.	29.83% 122

Require registration of a restrictive covenant on title to ensure that a travel trailer, recreational vehicle or other movable dwelling is removed once the residential use ceases.	<p><b>30.32%</b> 124</p>
No requirements as long as the use complies with the siting, setbacks and permitted density of the zone.	<p><b>30.56%</b> 125</p>
Other (please specify)	<p><b>21.52%</b> 88</p>
<p><b>Total Respondents: 409</b></p>	



**Q3 TOPIC B: The following four questions are specific to the Local Trust Committee’s interest in reviewing the option for secondary suites to be built on lots over 2 hectares (4.94 acres) in size where accessory cottages are permitted (permit one secondary suite OR one accessory cottage). The Gabriola Island Land Use Bylaw currently permits one accessory cottage (up to a maximum of 700 square feet) on lots over 2 hectares (4.94 acres) in size in several residential zones. Do you support amending the bylaw to permit either a secondary suite OR an accessory cottage on appropriately zoned lots over 2 hectares (4.94 acres) in size?**

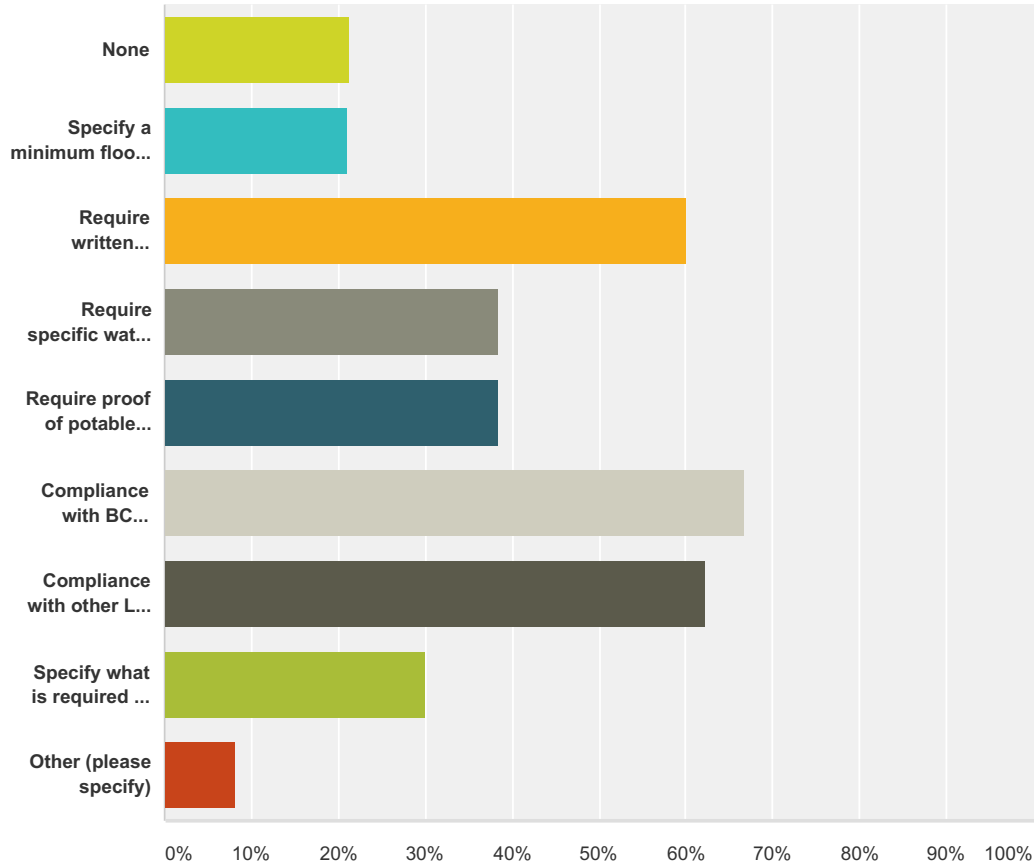
Answered: 412 Skipped: 16



Answer Choices	Responses
Yes, allow the option for a suite or accessory cottage.	83.01% 342
No, maintain the regulations as they are permitting onlyan accessory cottage.	16.99% 70
<b>Total</b>	<b>412</b>

### Q4 What provisions should be considered if secondary suites are to be allowed in lieu of accessory cottages? Check all that apply:

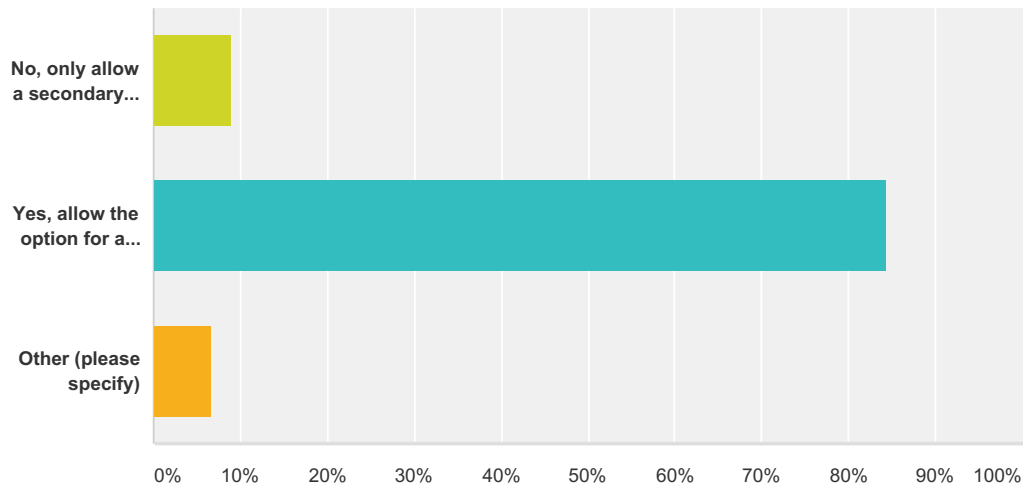
Answered: 418 Skipped: 10



Answer Choices	Responses
None	21.29% 89
Specify a minimum floor area not just a maximum floor area.	21.05% 88
Require written verification that septic system can handle extra occupants.	60.05% 251
Require specific water conservation measures.	38.52% 161
Require proof of potable water.	38.52% 161
Compliance with BC Building, Fire and Safety Codes.	66.75% 279
Compliance with other Land Use Bylaw regulations (ie. siting, setbacks, height, and lot coverage).	62.20% 260
Specify what is required for the suite to be considered attached to principal dwelling (e.g. shared wall space).	30.14% 126
Other (please specify)	8.13% 34
<b>Total Respondents: 418</b>	

**Q5 Do you support amending the bylaw to allow for the option of a secondary suite (in lieu of an accessory cottage) to be located within the principal dwelling (main house) OR above a non-residential building (e.g. garage, barn, workshop etc.) ?**

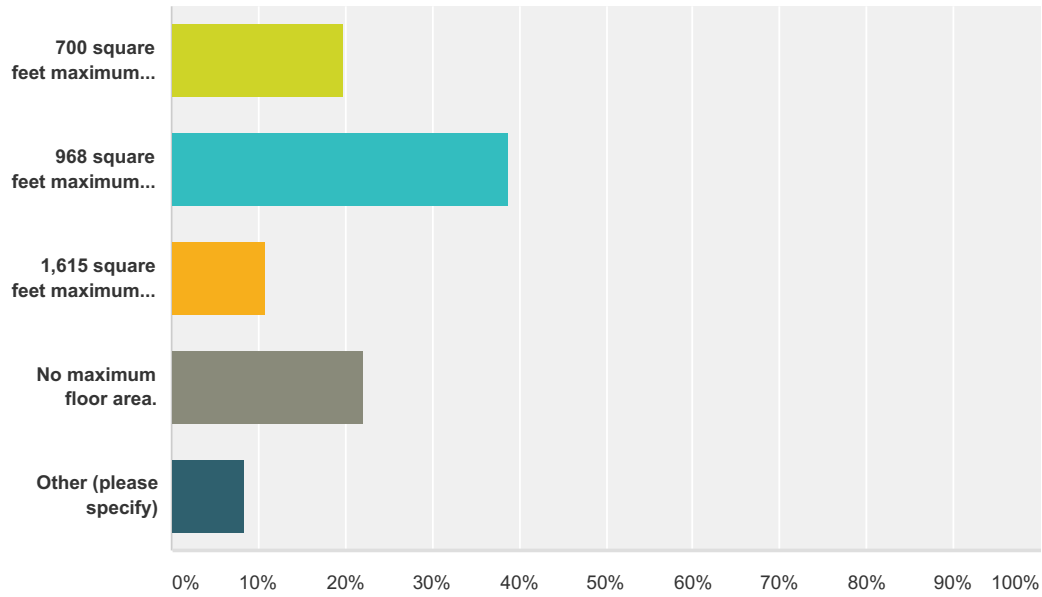
Answered: 416 Skipped: 12



Answer Choices	Responses
No, only allow a secondary suite within the principal dwelling.	8.89% 37
Yes, allow the option for a secondary suite to be within the principal dwelling OR above a non-residential building.	84.38% 351
Other (please specify)	6.73% 28
<b>Total</b>	<b>416</b>

**Q6 What is the maximum floor area that should be allowed for a suite above a non-residential building ? (Note the BC Building Code has a maximum floor area of 90 m2 or 968 square feet for secondary suites within dwellings).**

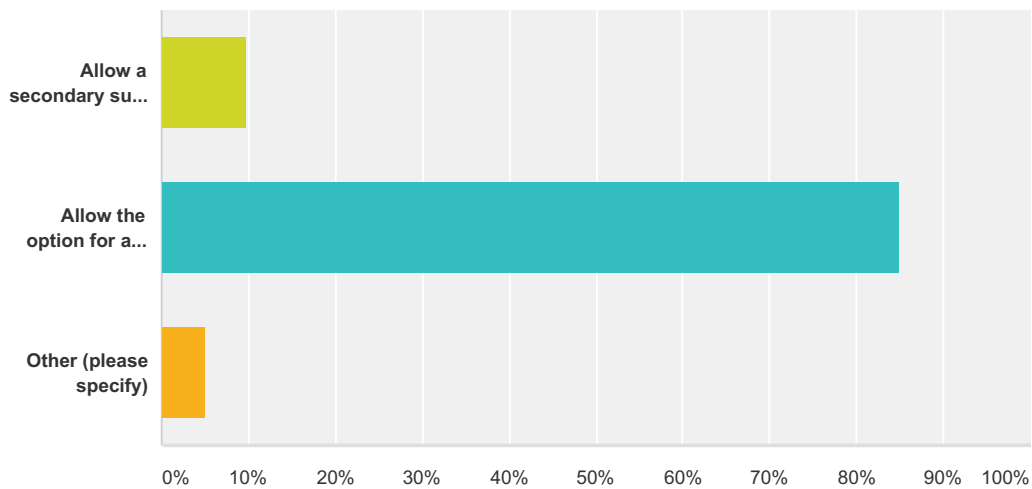
Answered: 417 Skipped: 11



Answer Choices	Responses
700 square feet maximum floor area which is the same for accessory cottages in several residential zones.	19.90% 83
968 square feet maximum floor area which is the same for secondary suites in the BC Building Code.	38.85% 162
1,615 square feet maximum floor area which is the maximum floor space for a home occupation on lots over 2 ha.	10.79% 45
No maximum floor area.	22.06% 92
Other (please specify)	8.39% 35
<b>Total</b>	<b>417</b>

**Q7 TOPIC C: The following two questions are specific to properties on Gabriola Island within the provincial Agricultural Land Reserve (ALR). The Gabriola Island Land Use Bylaw currently permits secondary suites only within a principal dwelling in the ‘Agriculture’ (AG) zone on lots over 2 hectares (4.94 acres) in size within the ALR, whereas the provincial Agricultural Land Commission allows suites to be located either within a principal dwelling or above an existing accessory (non-residential) building such as a barn, workshop or garage). Do you support amending the bylaw to permit the option for a secondary suite to either be located within a principal dwelling OR above a non-residential building (e.g. garage, barn, workshop etc.), on lots over 2 ha in size in the ALR/AG zone?**

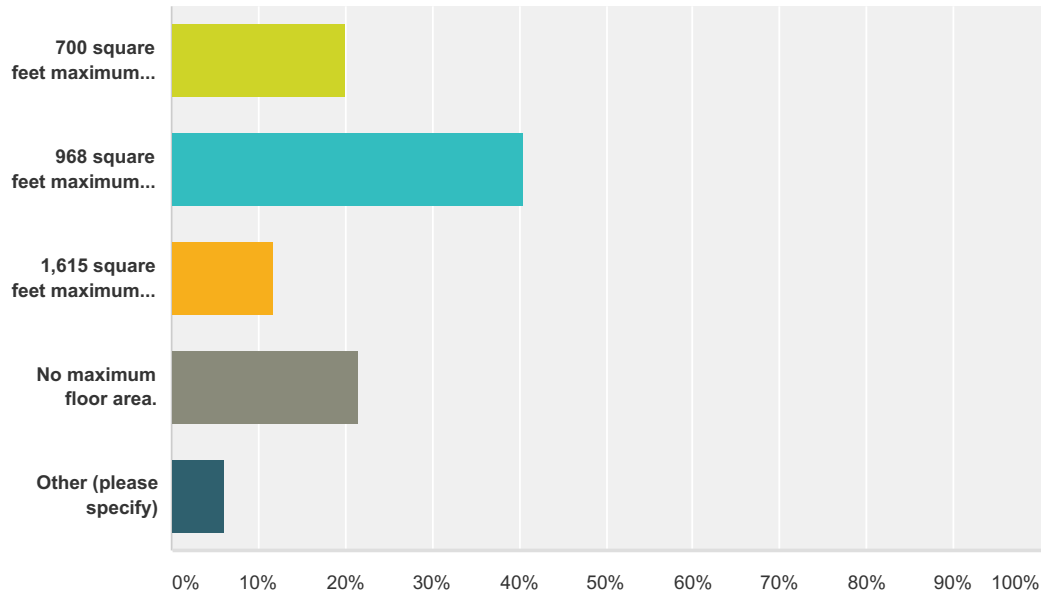
Answered: 415 Skipped: 13



Answer Choices	Responses
Allow a secondary suite only within the principal dwelling.	9.88% 41
Allow the option for a secondary suite to be within the principal dwelling OR above a non-residential building.	85.06% 353
Other (please specify)	5.06% 21
<b>Total</b>	<b>415</b>

**Q8 What is the maximum floor area that should be allowed for a suite above a non-residential building on lands in the ALR? (Note the BC Building Code has a maximum floor area of 90 m2 or 968 square feet for secondary suites within dwellings).**

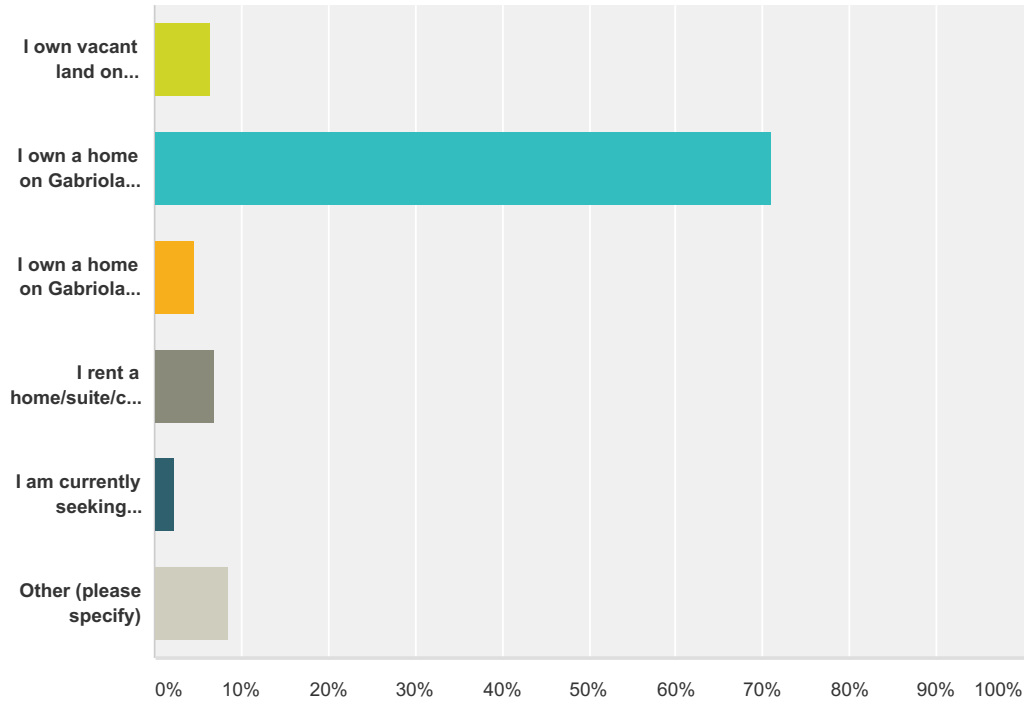
Answered: 412 Skipped: 16



Answer Choices	Responses
700 square feet maximum floor area which is the same for accessory cottages in other zones.	20.15% 83
968 square feet maximum floor area which is the same for secondary suites in the BC Building Code.	40.53% 167
1,615 square feet maximum floor area which is the maximum floor area for a home occupation.	11.65% 48
No maximum floor area.	21.60% 89
Other (please specify)	6.07% 25
<b>Total</b>	<b>412</b>

**Q9 The Gabriola Island Local Trust Committee is interested in building and strengthening relationships with community groups and government agencies to support affordable and attainable housing options on Gabriola. Please select all the statements which are applicable to you:**

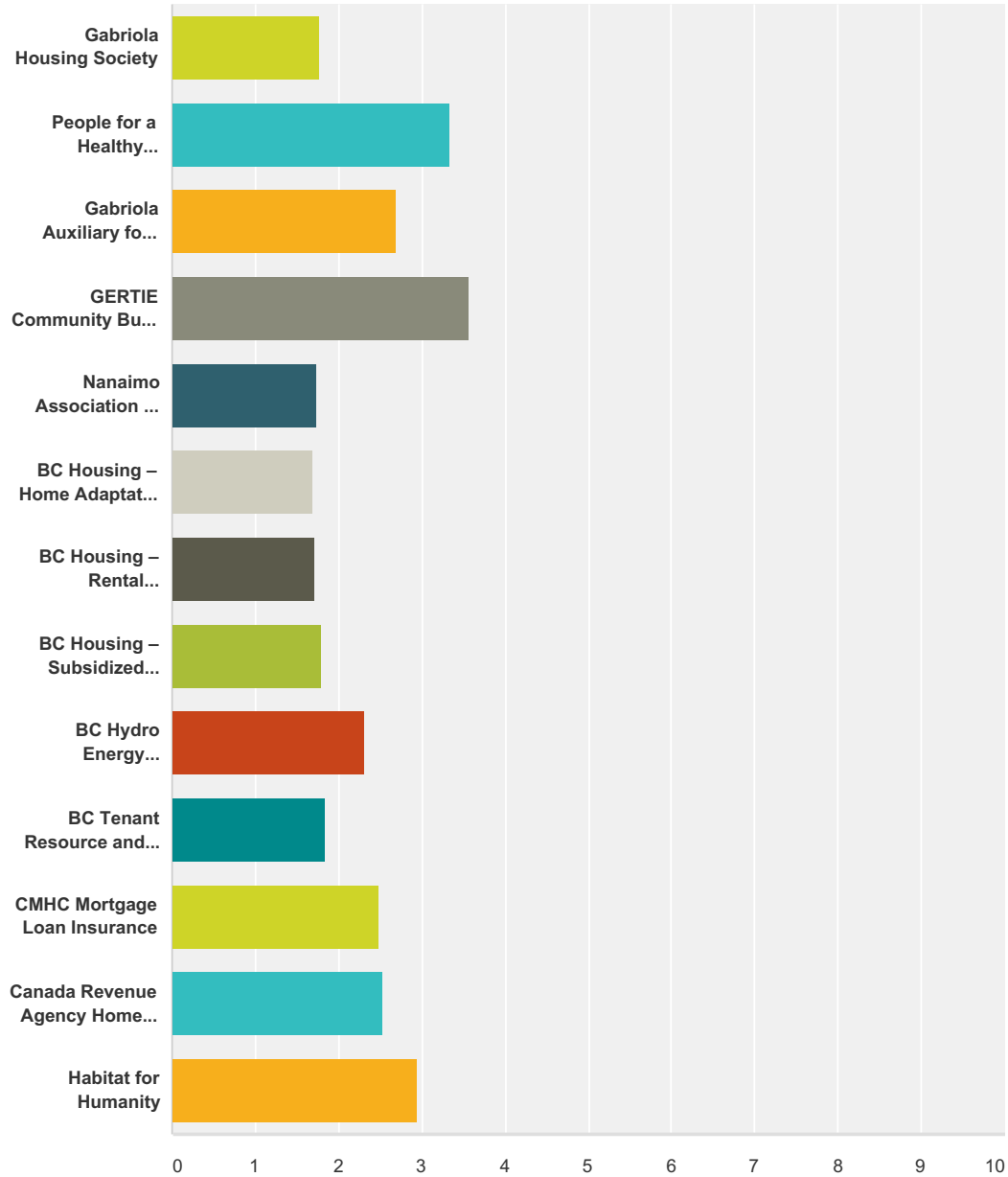
Answered: 418 Skipped: 10



Answer Choices	Responses
I own vacant land on Gabriola Island.	6.46% 27
I own a home on Gabriola Island which is my primary residence.	71.05% 297
I own a home on Gabriola Island which is my temporary/seasonal residence.	4.55% 19
I rent a home/suite/cottage on Gabriola Island as my permanent residence.	6.94% 29
I am currently seeking permanent accommodation on Gabriola Island.	2.39% 10
Other (please specify)	8.61% 36
<b>Total</b>	<b>418</b>

### Q10 How familiar are you with the following group/agency/program (scale of 1 - 5) with 1 being least familiar and 5 being most familiar?

Answered: 411 Skipped: 17



	1 - Least familiar	2- Somewhat familiar	3- Familiar	4- Very Familiar	5- Most Familiar	Total	Weighted Average
Gabriola Housing Society	53.08% 207	26.92% 105	12.82% 50	4.36% 17	2.82% 11	390	1.77
People for a Healthy Community (PHC Gabriola)	7.34% 29	20.25% 80	24.81% 98	26.08% 103	21.52% 85	395	3.34



Gabriola Auxiliary for Island Health Care Society	<b>24.05%</b> 95	<b>22.03%</b> 87	<b>25.82%</b> 102	<b>16.46%</b> 65	<b>11.65%</b> 46	395	2.70
GERTIE Community Bus (Gabriola Environmentally Responsible Trans-Island Express)	<b>5.05%</b> 20	<b>11.87%</b> 47	<b>28.28%</b> 112	<b>30.30%</b> 120	<b>24.49%</b> 97	396	3.57
Nanaimo Association of Community Living	<b>59.36%</b> 222	<b>19.79%</b> 74	<b>12.03%</b> 45	<b>5.08%</b> 19	<b>3.74%</b> 14	374	1.74
BC Housing – Home Adaptation for Independence	<b>65.34%</b> 247	<b>13.76%</b> 52	<b>9.79%</b> 37	<b>8.73%</b> 33	<b>2.38%</b> 9	378	1.69
BC Housing – Rental Assistance Program	<b>59.46%</b> 220	<b>19.73%</b> 73	<b>11.62%</b> 43	<b>7.57%</b> 28	<b>1.62%</b> 6	370	1.72
BC Housing – Subsidized Housing	<b>58.29%</b> 218	<b>17.65%</b> 66	<b>12.57%</b> 47	<b>9.09%</b> 34	<b>2.41%</b> 9	374	1.80
BC Hydro Energy Conservation Assistance Program	<b>33.33%</b> 126	<b>25.93%</b> 98	<b>22.22%</b> 84	<b>12.70%</b> 48	<b>5.82%</b> 22	378	2.32
BC Tenant Resource and Advisory Centre	<b>55.71%</b> 205	<b>19.02%</b> 70	<b>13.32%</b> 49	<b>9.24%</b> 34	<b>2.72%</b> 10	368	1.84
CMHC Mortgage Loan Insurance	<b>32.63%</b> 123	<b>22.02%</b> 83	<b>20.16%</b> 76	<b>15.38%</b> 58	<b>9.81%</b> 37	377	2.48
Canada Revenue Agency Home Buyer Tax Credit	<b>33.60%</b> 128	<b>18.90%</b> 72	<b>19.95%</b> 76	<b>16.01%</b> 61	<b>11.55%</b> 44	381	2.53
Habitat for Humanity	<b>14.25%</b> 55	<b>24.35%</b> 94	<b>28.76%</b> 111	<b>18.39%</b> 71	<b>14.25%</b> 55	386	2.94

## Housing Options Review Project Community Survey – Written Responses

### **Q.1 Do you support amending the bylaw to permit permanent use of a travel trailer/recreation vehicle/tiny home on a chassis as a dwelling on any lot where single family dwelling use is permitted?**

#### Q.1 Comments supporting change

- yes, provided it complies w/ bylaw B6.3.1
- We need to find more ways for more attainable housing for young families/etc so that we can increase the number of working people in our population. Please reference the following two bylaws where appropriate to remind that short term accommodation use would not be appropriate: B.6.3.1. ...for residential use and any use for overnight accommodation on less than a monthly basis for monetary gain is prohibited. B.3.6.1. Bed and Breakfasts. No additional set of cooking facilities may be provided for the bed and breakfast use.
- Yes, we need housing and we need it now! Families are in crisis because of the lack of suitable, attainable housing.
- Yes, either as principal dwelling or an accessory cottage, provided building code regulations are followed and appropriate water/septic compliance is in place.
- Yes, either as principal or accessory, so long as care is taken to ensure some reasonable level of tidiness and upkeep.

#### Q.1 Comments supporting only tiny homes on a chassis

- Yes only for small custom home on chassis
- No to rec vehicles and travel trailers, but open to considering option of custom built home on a chassis.
- I would be ok with a tiny home on a chassis as either a principal dwelling or an accessory cottage but not a travel trailer or recreational vehicle.
- permit tiny homes only for permanent use
- Yes but for Tiny homes only.

## Housing Options Review Project Community Survey – Written Responses

### **Q.2 Which of the following should be addressed to permit a travel trailer, recreational vehicle or other unique dwellings for permanent residential use (check all that apply):**

#### Q.2 Comments Re: No Changes to Existing Regulations

- None of the above, Do we want more of this look on Gabriola. I don't think so. Complaints have been made to Islands Trust to no avail to clean up this lot.
- No to trailers and etc.
- No extra density, preserve Gabriola as a low population, rural island!!
- No to vehicles as homes.
- No travel trailer, no motorhomes, No, No, No. There are already too many trailers used as permanent dwellings. But the Trust Bylaw Officer does not do his job of enforcing our Bylaws.
- Do not continue to erode the rural nature of Gabriola Island.
- We are against turning Gabriola into trailer park or a social housing project!
- Nothing to be addressed, as I answered "no" to QA1. !A2 is misleading as you do not provide a choice to support a "no" response to the previous question. This may negate or lessen the validity of Question A2 responses
- Just said "No". Where is the box for just plain NO to permanent "tiny mobile" structures
- We need better/more value for the tax dollars too little services, too much overhead, for profit and no reporting transparency of how money is spent - Sad
- N/A because of answer of Question A1 is NO. Other comments: Find the jobs first - If no jobs, not need to supply housing opportunities for people who can't support themselves on Gabriola. No increase of density on an Island which has already the highest concentration of density per sq km as already zoned.
- Should not be used as permanent dwelling.
- None checked as I do not agree with recreational vehicles being used as permanent residences
- If our Trustees proceed with making such unwelcomed changes then Islands Trust must compensate all landowners whose property values will plummet if they choose to turn the island into a mass of subdivisions that resemble trashy trailer parks, because such changes will lead to a drop in property values for all those who have developed their properties and established their homes here.
- DO NOT ALLOW SUCH DWELLINGS. PERIOD
- Leave it as it is now
- If the structure is moveable, it should only follow the RV-type regulations.
- Keep law as is.
- no use of such vehicles for permanent residential use
- Keep the existing regulations exactly as they are and do not permit travel trailers or recreational vehicles or "other unique" dwellings as a permitted use of residential property.
- Travel Trailers and Recreational Vehicles should NOT be considered for permanent residential use.

#### Q.2 General Comments:

- Gabriola should have legal rental suites the same as Nanaimo. tiny custom built homes should be permitted. Water should be first consideration all new homes should have fifteen thousand gallons systems (basement) and steel roofs for water collection.
- We need to encourage people to build smaller houses that are not too large for the average family. The tiny house done right is a good alternative for families who cannot afford large, overbuilt homes. There seems to be more support for wealthy people to build huge homes. How are we addressing affordable housing built well?
- Proof that it is on private property and not on the public roadside. We had an example parked in front of our door for months and no one apparently had the authority to order it moved. No one should have temporary or permanent use of the shoulder for their residence. Also, no outhouses, which is different than requiring septic systems. OTHER COMMENTS: Open the way to well-thought out options like tiny

## Housing Options Review Project Community Survey – Written Responses

houses, granny suites, etc. for the benefit of seniors as well as young people/renters..

- Secondary suites should be allowed on all properties regardless of size
- Islands Trust originally gave verbal approval for my carriage house. Said carriage house was built and Islands Trust changed bylaw so carriage house would not be permitted. Cost me \$57,000 to build to lock up. Did not continue till finished as no point to do so. Lost a lot of money.
- I feel that there should be a provision to increase density specifically for multi-family housing in the same way there is provision to increase density for seniors and special needs.
- We have a stand alone cabin with bathroom that someone could utilize. If there was a provision for granny suites on lots over .5 acres, it would be comfortable for 1 or 2 persons.
- I think that government should revisit having co-ops as a means of creating affordable housing. Such a housing co-op could be carefully built with its own water (rainwater) and septic system using the latest methods. Solar energy panels could help reduce hydro costs. The Federal government, the province and Local Islands Trust and CRD need to partner and make it happen.
- Living space above commercial space should be encouraged.
  
- The limit of one residence per commercial area should be removed "live over" a store has been a long tradition, and works because the responsible people are present. Starting a 'tent city' is expensive!
- A trailer under a properly built carport (trailer on one side, deck on another) is a cost effective, not unsightly and heat conserving method of using trailer, and the trailer will last longer. OTHER COMMENTS: Large lots (>4.96 acres/2 ha) should be permitted to have 2 or even 3 homes to a combined maximum footage of, say, 6,000 sq ft. this would avoid the present situation of 700 sq ft max cottages and encourage families to pool resources.
- Support secondary suites and mini-houses for those in need. Not large lots for multi-millionaires in exchange for an emergency right of way to phase 4 (bribery, in effect).
- What I find perplexing: I can have any number of roommates (as far as I know) share my house and living quarters without legal restrictions on water, sewer, etc. but separate suites need all this legal oversight??
- I believe affordable housing on Gabriola is very scarce and that the Island Trust should allow secondary suites in principal dwellings or within a non-residential building or an accessory cottage under 90 m<sup>2</sup> on properties over 1 ha not just over 2 ha. Thank you for consulting with the residence of Gabriola Island on this issue.
- ?? indicated on compliance and registration items. ? means I am unsure or lack information.
- I'm happy to support all these initiatives, and the work of the Trust to figure out details.
- I do not know the implications of the choices offered so it is difficult to answer. Limit unoccupied monster homes.
- LTC should be bolder and allow these on smaller lot parcels, albeit with restrictions for health and safety reasons
- Thank you. YOU are doing a very difficult job well. I appreciate what you do!
- I believe that it is time to allow secondary suites that are legal and compliant with BC Building Code, Fire and Safety Codes in residential properties less than 2 ha in area.
- We are new to the Gabriola community although we have had our property for 20 years and have visited many times. Going forward we will be much more active in the community as we make Gabriola our home
- Good survey! But the by-law/by-law officer/complaint-driven system is destructive of community and leads to the "wink/wink, nod/nod" method of circumventing the regulations. there are other ways of dealing with community safety and sharing of resources "i.e. the principle/guidelines/elders tribunal approach). Islands Trust need this conversation! P.S.1. Leaving the question of affordable housing only to the private sector is dangerous. We need public options. 2. The issue is not only density. The issue is also footprint and consumption of resources.
- Someone might want to consider the mental health benefits of shared space, whether in same building

## Housing Options Review Project Community Survey – Written Responses

or on property. Mental and physical improvement studies show vast benefits to individuals and community as well as huge financial savings with elders remaining in their homes as a result of having proximity to others. We should require new builds to offer secondary accommodation and give credits to home owner for doing so. Issues of density/septic are old smoke screens used to keep the island a segregated community, off limits and out of reach of the young, marginalized or simply those who cannot afford to purchase and live here.

- I appreciate the work and effort being put into this review. Even if no changes are effected, I will trust that all input was fairly considered
- This is targeting low income islanders

### Q.2 Comments re: Unsightly premise/derelict vehicles:

- No more than one trailer so the derelicts have to be removed
- compliance with safe garbage storage and removal
- any unsightly dwellings repaired or removed
- We elect trustees to preserve and protect the rural nature of this island - not to incrementally increase density and junk it up with trailer and other unightly dwellings. enforce existing by-laws. Too many people are living permanently in trailers. This is no acceptable. The by-law officer can see the trailers when he drives around the island but does nothing about these OBVIOUS violations. Time to do his job!
- None of the above, Do we want more of this look on Gabriola. I don't think so. Complaints have been made to Islands Trust to no avail to clean up this lot.
- my neighbor had a trailer 4 years or longer - no sewage hook-up, no wter, no hydro. It was a filthy eyesore.

### Q.2 Comments re: Services and Approvals:

- The usual comment re: allowing compostable toilets and rock pits for grey water - yes, because young families (or some old) can't meet the septic approval costs (\$25K or more). Research other jurisdictions that have become more flexible with septic requirements and determine what works and what design standards are required for alternative toilets and grey water management.
- Occupancy permit should be required following inspection and approval by a building inspector. Occupancy permit should be time limited eg 6 months or 1 year. Gabriola has little opportunity for unskilled workers to find permanent employment and the IT should not be developing projects that encourage people to come to the island for cheap accommodation.
- Require compliance with permitted density of the zone
- A maximum number of residents in total. Or other health dept approved septic disposal system
- NO requirements
- This should be allowed on all lotse with sufficient septic system capacity.
- I would like to development permits based on the carrying capacity of the lots (septic system, well/cisterns) rather than on the size of the lot. The current system discriminates against owners of lots smaller than 2 hectares. I would also like to see I.T. support innovative and unusual creative designs, whenever feasible.
- Our family home housed up to 8 family members when we were raising our family and caring for elderly parents. Now we have the same size home, same septic field, off road parking etc but we are not allowed a secondary suite in a house which is too big for 2 people and is therefore underutilized potential housing. We have plenty of room for a secondary suite. In a society with a lack of affordable housing I cannot understand this unreasonable distinction between lot sizes and secondary suites. A community is people and all people need affordable housing
- composting toilet should be allowed

## Housing Options Review Project Community Survey – Written Responses

- septic, potable water, etc are, of course, important. I do not believe, however, that more by-laws are the way to deal with this.
- Allow where approved holding tanks are in place for Pump and Haul
- The septic could be substituted by a composting toilet.
- add anything else that is required if it's approved and others considerations become obvious
- Allow use of composting toilets
- Many homes, even with wells, purchase potable water, so adding a requirement for proof of potable water would be highly restrictive.
- Fire and Safety codes YES, but whether all current building codes are appropriate or necessary is a different question.
- Compliance with Fire and Safety Codes, not necessarily BC Building code.
- 1) Consider having architectural design guidelines to ensure homes are complementary for the dominant natural beauty and ensure integration with surrounding community. eg, List of finishes/materials types. 2) Consider requiring foundation for tiny home - truly a home vs attracting more transient rentals on vacant (owned) land.
- these structures have a very limited lifespan when not maintained. Some form of standard has to be applied to maintain their livability. There is already a sizeable population living in substandard recreational buildings on Gabriola. I
- Require either verification of septic system capacity and connectivity, or verification of alternate systems like a compostable toilet.
- Holding tank Pump and Haul in place
- Approved septic holding tanks
- Specific requirements to address noise from generators. Ie: limited hours like in campgrounds. Or require a permanent electrical connection for the trailer.
- They must also adhere to bylaw B6.3.1 for residential use and any use for overnight accommodation on less than a monthly basis for monetary gain is prohibited.
- Support the use of composting toilets as the cost of a septic system could be more than the total construction costs of a "Tiny Home"
- Rainwater should be allowed for potable source if single use
- All verifications are subject to review if the property owner changes.
- The issue of abuse, compliance, maintenance and inspection are so complex and potentially costly that it may not be wise to pursue this course.
- Allow the use of composting toilets, building code is too restrictive
- Requiring a septic system contradicts the goal of making housing "affordable". A new septic costs approximately \$24,000. Most people making minimum wage or with low incomes cannot afford this. There are other acceptable safe alternatives to septic systems such as composting or incinerating toilets.
- We need to find more ways for more attainable housing for young families/etc so that we can increase the number of working people in our population. Please reference the following two bylaws where appropriate to remind that short term accommodation use would not be appropriate: B.6.3.1. ...for residential use and any use for overnight accommodation on less than a monthly basis for monetary gain is prohibited. B.3.6.1. Bed and Breakfasts. No additional set of cooking facilities may be provided for the bed and breakfast use.
- I presume this is for a tiny home or RV etc. as home rather than a conventional home (not in addition to). Items above such as potable water should be the same, regardless of nature of building (e.g. well or buy water etc.)
- Re: remove when res use ceases: a renter should be allowed to stay if the home is sold and simply transfers ownership.
- Not to be used for short term accommodation
- Re: septic - alternatively using greywater re-use and composting toilets. Alternative methods to treat grey and black water.

## Housing Options Review Project Community Survey – Written Responses

- Require proof of acceptable toilet and grey water treatment (e.g. composting toilet and grey water treatment system)
- Allow composting toilets. Composting toilet technology has come a long way and is approved for use in many of the jurisdictions. It would be something that would open up more affordable and SUSTAINABLE options on Gabriola
- septic system connectivity or greywater and composting toilet.
- Must be minimum lot size to qualify of at least 2 ha.
- No requirements, period.
- composting toilet options should be considered. Re: requirement to move trailer/etc. once not residing - can prop still be sold to others with trailer on prop? If not, I disagree

## Housing Options Review Project Community Survey – Written Responses

### **Q.3 Do you support amending the bylaw to permit either a secondary suite OR an accessory cottage on appropriately zoned lots over 2 hectares (4.94 acres) in size?**

#### Q.3 General Comments

- What about under 2 acres? Those who have more, get more.
- Also 700 sq ft - 900-1000 sq ft much more practical living space given that many don't have basements/storage. Some people have been able to "extend" the 700 sq ft rule creatively within lofts (not counted in footprint) but this does not accommodate the many individuals with mobility issues/seeking to age in place that may have difficulty with stairs.
- allow a secondary cottage on land over 1/2 acre
- Size of cottage and house should be combined to allow cottages of more than 700 sq ft
- I understood this was already a by-law - 700' or less
- Secondary suites that comply with current RDN regulations for secondary suites in areas designated R1
- Allow a secondary suite and accessory cottage or two if both 600 sq ft or under
- allow both suite and a cottage with proper septic
- secondary suite only. Note here: The survey does not allow further comments so I am putting them here: The secondary suite or tiny home idea would work best where the bus runs.
- I would be in favour of secondary suites if they allowed low income residents permanent, stable, and safe housing, not for short term tourist rentals
- If it's your land.. One acre or less even if you have room, you are willing, by law shouldn't prevent it. Housing crisis is serious and real. Mother in law type of suites should be allowed. The current situation is oppressive and ridiculous
- The number of people is more important than the number of buildings
- Allow the suites or cottages to be up to 1000 sq. ft.
- There should not be a minimum lot size. People need affordable housing, who cares if it is 2 acres or two hectares. Ridiculous.
- It would be too easy to slip in both a secondary suite plus an accessory cottage. As well, with a cottage, the septic fields will presumably be separate, whereas a secondary suite will be using the same septic field. Would that be problematic?
- Yes but in order to ensure the housing is affordable you need to cap rental limits. If you do not, these suites will simply become a way for richer people to use poorer disadvantaged people to help pay their mortgage. Ultimately, this results in more wealth disparity in the long-term.
- We need to find more ways for more attainable housing for young families/etc so that we can increase the number of working people in our population. Please reference the following two bylaws where appropriate to remind that short term accommodation use would not be appropriate: B.6.3.1. ...for residential use and any use for overnight accommodation on less than a monthly basis for monetary gain is prohibited. B.3.6.1. Bed and Breakfasts. No additional set of cooking facilities may be provided for the bed and breakfast use.
- as long as the suite or cottage is designated as a dwelling and not a short-term tourist rental
- I agree with OR. I do not agree with allowing both an accessory cottage and a secondary suite.
- It should be allowed on 1/2 acre lots.
- some lots under 2 acres are suitable and should be considered if they meet other requirements
- should also be allowed on smaller lots!
- Do not agree with lot size
- No suites



## Housing Options Review Project Community Survey – Written Responses

### **Q.4 What provisions should be considered if secondary suites are to be allowed in lieu of accessory cottages? Check all that apply:**

#### Q.4 General Comments

- allow on all lots (residential)
- No enough information. I probably support any reasonable requirement
- Secondary suites are a good idea to help with low income residents of Gabriola.
- We need to find more ways for more attainable housing for young families/etc so that we can increase the number of working people in our population. Please reference the following two bylaws where appropriate to remind that short term accommodation use would not be appropriate: B.6.3.1. ...for residential use and any use for overnight accommodation on less than a monthly basis for monetary gain is prohibited. B.3.6.1. Bed and Breakfasts. No additional set of cooking facilities may be provided for the bed and breakfast use.
- I can add people to my home who are relatives with no requirements so why does a non relative make a difference
- Why is this being restricted to lots over 2 hectares. Housing is in desperate demand on Gabriola, and we should allow residences that meet these requirements on smaller lots.

#### Q.4 Comments on Servicing and Approvals

- require water conservation if well produces insufficient volume and quality
- REGISTER secondary suites when used as rentals to track # of available rentals and # of users of H2O and septic
- Adhere to fire and safety codes. Some building codes are too strict.
- should be connected to the house
- maximum number of residents
- Do not overtax the septic system-many are already failing
- Should be connected to the house
- Specify number of people allowed on the property
- Not to be used for short term accomodation
- Alternative measures such as greywater re-use, composting toilets could be considered if septic system is not adequate.
- Allow for composting toilets, building code is too restrictive
- Must adhere to B3.6.1 e. and as they would likely have cooking facilities, cannot be used as Bed and Breakfast accommodation
- Minimum is a bad idea if you want tiny home options and the tiny home could be the main house and a secondary suite might actually be larger than the main house...would it then be the accessory/secondary?
- Support use of composting toilet
- Rainwater should be allowed for potable source if single use
- Ensure adequate water supply for maximum occupancy.
- I presume on site parking is part of compliance with bylaw regs?
- As far as I know local governments are not able to legally allow secondary suites that do not comply with Building, Fire and Safety Codes without incurring liability, so why ask?
- Compliance with Fire and Safety codes (not building code due to limitations on maximum building size)

#### Q.4 Comments Not Supporting

- No secondary suites
- No suites
- No secondary suites

## Housing Options Review Project Community Survey – Written Responses

- no suite
- DO NOT ALLOW SUITES. DO NOT ALLOW PARKING ON STREET SHOULDERS
- Too difficult to police so leave it alone
- Secondary suites raise the density without offset and should not be approved

## Housing Options Review Project Community Survey – Written Responses

**Q.5 Do you support amending the bylaw to allow for the option of a secondary suite (in lieu of an accessory cottage) to be located within the principal dwelling (main house) OR above a non-residential building (e.g. garage, barn, workshop etc.) ?**

### Q.5 General Comments

- including various kinds of structures, even stores, commercial so it doesn't have to be done over again.
- Living above garage, workshop etc can be dangerous depending on the activity carried on in the garage or workshop
- subject to B2
- I support secondary suites either in the main dwelling or above a non residential building only if used for low income housing not for short term tourist rentals.
- Yes, again lot size should not matter.
- We need to find more ways for more attainable housing for young families/etc so that we can increase the number of working people in our population. Please reference the following two bylaws where appropriate to remind that short term accommodation use would not be appropriate: B.6.3.1. ...for residential use and any use for overnight accommodation on less than a monthly basis for monetary gain is prohibited. B.3.6.1. Bed and Breakfasts. No additional set of cooking facilities may be provided for the bed and breakfast use.
- Option for either within or above, but also remove no toilet in accessory buildings rule
- Specify ONE OF: accessory bldg, carriage house OR secondary suite per 2 ha lot.
- I support apartments above stoeps as well as in other non-residential building, whilst recognizing that some small density increase could be implied
- Allow Carriage Houses. Other places allow them.
- I think it can be anywhere; as a suite or standalone building as long as the total sq footage does not exceed the current 20% rule.
- A secondary suite above a non-residential building is called a carriage house. I support this only if the size is restricted to the same size as the cottages.
- This should not be restricted to lots of 2 hectares or more. As long as requirements are met, let's allow them on smaller lots, too. Housing is a crisis for many of our residents.

### Q.5 Comments Not Supporting

- Again, we should not be increasing density without offsets such as reduction elsewhere through new park and or similar.
- No!
- No suites!!
- No suites
- No secondary suites
- no suite
- No, only allow cottage
- REDUCE DENSITY. NO SUITES, THANK YOU.
- I don't support either option. It is too open to abuse.
- Police what is going on now and leave the rules as they are
- I do not agree with allowing a secondary suite to be located anywhere outside of the permanent residence.
- no to both

## Housing Options Review Project Community Survey – Written Responses

**Q.6 What is the maximum floor area that should be allowed for a suite above a non-residential building ? (Note the BC Building Code has a maximum floor area of 90 m2 or 968 square feet for secondary suites within dwellings).**

### Q.6 Comments not supporting

- Not an issue as should not be allowed.
- No suites!!
- No to extra density. No suites!
- No suites. We have enough people and cars here.
- no suite
- no suite
- No secondary suite in non-residential bldg.
- I do not support this at all in any way, shape or form.
- No
- We don't agree with a suite above a garage, etc.
- NO SUITES.
- I don't support any of the options.
- No - keep the current regulations but POLICE IT
- I do not agree with allowing a secondary suite to be located anywhere outside of the permanent residence.

### Q.6 General Comments

- Consider variance option for homeowners to apply for special permit if preferred option is 968 sq ft so that larger spaces could still be entertained based on site specific features (eg. septic/water supply)
- Would depend upon the size of the house or building
- 700 sq ft - max of how many people
- 700 sq ft - 968 sq ft depending. I would support smaller sq footage too - eg 400 sq ft
- dangerous above a garage or shop
- 500 sq ft
- Maximums and minimums are not the issue. Affordable housing is the issue (as opposed to Air B&B).
- Tied to BC building code standards, regardless of current size limit. Do you mean "occupy" or a home business? Not clear
- allow for 100 square feet
- Has to be liveable for specified number of occupants - makes way more sense than an arbitrary floor space requirement. 450 square feet can be good for one person, e.g.
- We need to find more ways for more attainable housing for young families/etc so that we can increase the number of working people in our population. Please reference the following two bylaws where appropriate to remind that short term accommodation use would not be appropriate: B.6.3.1. ...for residential use and any use for overnight accommodation on less than a monthly basis for monetary gain is prohibited. B.3.6.1. Bed and Breakfasts. No additional set of cooking facilities may be provided for the bed and breakfast use.
- No maximum or minimum if you are also considering "tiny home" option
- If the purpose is to create affordable housing, suites larger than 968 sq ft will be too expensive, but many families say 700 sq ft is not large enough..
- The cottage and the secondary suite should be treated the same. 700 sq ft is very small for 2 people, let alone a family, if you take into consideration an entry vestibule, a utility room, 2 bedrooms, a bath and kitchen/dining/living area. Don't leave this wide open - place some kind of size restriction on it, but more like the 1,615 sq ft maximum.

## Housing Options Review Project Community Survey – Written Responses

- non of the Trusts business if there is a need and people are willing to live in small areas. A condo in a city can be well under 500 square feet
- not sure but probably the 968 as noted above

**Q.7 Do you support amending the bylaw to permit the option for a secondary suite to either be located within a principal dwelling OR above a non-residential building (e.g. garage, barn, workshop etc.), on lots over 2 ha in size in the ALR/AG zone?**

### Q.7 Comments Not Supporting

- No!
- No suites!!
- No suites!
- No suites
- no suite
- No
- No, already allowance for subdivision in ALR
- DO NOT ALLOW EXTRA DENSITY ON THIS SMALL ISLAND. PERIOD.
- I don't support either option.
- no to both

### Q.7 General Comments

- Unsure
- Allow secondary suite within principal dwelling and above non-residential building 2-3 suites 600 sq ft or under
- I think a 2 acre farm should be allowed secondary suite for help with farming
- Too many illegals going on so you need to control them before any decision is made to change it
- We need to find more ways for more attainable housing for young families/etc so that we can increase the number of working people in our population. Please reference the following two bylaws where appropriate to remind that short term accommodation use would not be appropriate: B.6.3.1. ...for residential use and any use for overnight accommodation on less than a monthly basis for monetary gain is prohibited. B.3.6.1. Bed and Breakfasts. No additional set of cooking facilities may be provided for the bed and breakfast use.
- Allow a secondary suite only within the principal dwelling, in lieu of an accessory cottage on lots (4.94 acres) in size.
- I think it can be anywhere; as a suite or standalone building as long as the total sq footage does not exceed the current 20% rule.
- I support this only if the size is restricted to the same size as a cottage.
- Let's do everything we can to get suitable housing that meets safety and sanitary requirements on our island. Lack of suitable housing is a huge source of stress and anxiety for many island residents.

## Housing Options Review Project Community Survey – Written Responses

**Q.8 What is the maximum floor area that should be allowed for a suite above a non-residential building on lands in the ALR? (Note the BC Building Code has a maximum floor area of 90 m<sup>2</sup> or 968 square feet for secondary suites within dwellings).**

### Q.8 Comments Not Supporting

- No suites!!
- No suites!
- No suites. No extra density. Its an island to be protected, not a city to be exploited.
- no suite
- No
- None
- We do not agree with secondary suites over accessory buildings
- No secondary suite in non residential bldg.
- DO NOT ALLOW SUITES. PERIOD.
- I don't support any of the options.
- Again, Police what is happening currently before making any changes
- I do not agree with allowing a secondary suite to be located anywhere outside of the permanent residence.

### Q.8 General Comments

- We have lived on Gabriola for 25 years. We owned 5 acres and built a home which we sold and moved to a sunnier location which is .90 acre 1400 sq ft home. The original owners did not build any accessory buildings. all our neighbours have a home, accessory buildings and one suite for guests either over their garages or as a separate building. they have been grandfathered in. We have a small house and family, grandchildren who visit. It has been extremely frustrating that we are unable to build a guest room or suite for them to stay in. Our home is considered "custom" built as we have finished the house beautifully with wood, granite, beautiful bathrooms, etc. Any suite would be built to code and aesthetically pleasing to match the main house. It is unfair that we are not allowed to build a suite or cottage for our family to visit. We are not talking about increasing density but just space for visits - not rental. The bylaw impacting us is totally unfair given all the neighbours having suites, cabins and guest spaces. It is really unfair that under 2 acres we are unable to do this. It forces people to sneak around or build monster houses for family.
- Would depend upon the size of the house or building
- 700 sq ft - max of how many people
- Whatever the area reasonably supports. I'm not sure about barns that support 2-3-4 suites. Water, septic, cars?
- Primary residence and vacant land
- AS per B4: follow BC building code or don't. We should not be able to pick and choose which parts of the code we choose to adopt. Either buy in or don't.
- allow 100 square feet
- See comment above on this issue - go by proposed occupancy rather than floor space.
- We need to find more ways for more attainable housing for young families/etc so that we can increase the number of working people in our population. Please reference the following two bylaws where appropriate to remind that short term accommodation use would not be appropriate: B.6.3.1. ...for residential use and any use for overnight accommodation on less than a monthly basis for monetary gain is prohibited. B.3.6.1. Bed and Breakfasts. No additional set of cooking facilities may be provided for the bed and breakfast use.
- Only if the other is used