



**Islands Trust**

Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

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Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC **1.800.663.7867**

## Temporary Commercial and Industrial Use Supplemental Application Form Vacation Rental Application to the Gabriola Island Local Trust Committee

**Office Use Only**

File No: \_\_\_\_\_

**The following form must be completed in full before a Temporary Commercial and Industrial Use Permit for commercial vacation rentals is processed. The information in this form is additional to the information required in the standard Temporary Commercial and Industrial Use Permit application form. Please complete both.**

1. Is the property within the Agricultural Land Reserve (check your land title for a notation or check with the Agricultural Land Reserve Commission)?

Yes  No

(If **yes**, you will need to first make an application to the Agricultural Land Reserve Commission for non-farm use. Please contact planning staff if you require more information.)

2. Attach a completed written water supply plan, for example, describing that the water will be provided using water on site and not bulk water sales, and describing your conservation plan.
3. Provide a professional assessment of the current well flow rate, so that the rate for the duration of the permit is at least 227 litres (50 imperial gallons), per paying guest per day.
4. Attach written documentation from a qualified professional that the septic tank has been inspected to show that it is working properly (either meets current VIHA standards or standards at the time the residence was built) and is capable of supporting the proposed occupancy load.
5. Attach proof of an occupancy permit.
6. Attach proof from a qualified professional that the building meets the fire code.
7. Provide a copy of information to be posted for guests on noise bylaws, water conservation, fire safety, storage of garbage, septic field location, and control of pets (if pet are permitted).
8. Attach scaled site plan showing:
  - the location and dimensions of the principal dwelling unit, accessory buildings and other buildings and structures on the property;
  - the distances between the principal dwelling unit subject to the commercial vacation rental and lot lines; and
  - proof that the property is capable of accommodating a minimum of two vehicles.
9. Provide the name, address and phone number of the owner or operations manager who will reside on Gabriola Island and be available 24 hours per day, seven days per week to respond to neighbour or Local Trust Committee concerns regarding the commercial vacation rental.

Name \_\_\_\_\_ Street Address \_\_\_\_\_

City \_\_\_\_\_ Region \_\_\_\_\_ Postal/Zip Code \_\_\_\_\_

Telephone \_\_\_\_\_

10. Indicate the maximum number of people that will use the commercial vacation rental at any one time; the guidelines in the Official Community Plan suggest that the maximum number should be two (2) guests per bedroom and the number of bedrooms limited to:

- 3 on lots smaller than 2.0 hectares; and
- 4 for lots of 2.0 hectares or larger.

The maximum number of paying guests are: \_\_\_\_\_

#### **A COMPLETED APPLICATION**

##### **A complete application requires:**

1. all of the information requested in this form;
2. a signed and completed Temporary Commercial and Industrial Use Permit Application Form; and
3. the prescribed fee.

#### **COMPLETED APPLICATIONS SHOULD BE SUBMITTED TO:**

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