



## **Galiano Island Local Trust Committee Regular Meeting Agenda**

**Date** June 10, 2013  
**Time** 12:30 pm  
**Location:** North Community Hall  
20925 Porlier Pass Road  
Galiano Island, BC  
V0N 1P0

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|           |                                                                          |                     | <b>Pages</b> |
|-----------|--------------------------------------------------------------------------|---------------------|--------------|
| <b>1.</b> | <b>Call to Order</b>                                                     | 12:30 PM - 12:35 PM |              |
| <b>2.</b> | <b>Approval of the Agenda</b>                                            | 12:35 PM - 12:50 PM |              |
| 2.1.      | Questions on Agenda Items                                                |                     |              |
| 2.2.      | Town Hall Session                                                        |                     |              |
| <b>3.</b> | <b>Community Information Meeting</b>                                     | 12:50 PM - 1:20 PM  |              |
| 3.1.      | Proposed Bylaw No. 240                                                   |                     |              |
| <b>4.</b> | <b>Public Hearing</b>                                                    |                     |              |
| 4.1.      | Proposed Bylaw No. 240                                                   |                     |              |
| <b>5.</b> | <b>Previous Meetings</b>                                                 | 1:20 PM - 1:30 PM   |              |
| 5.1.      | Local Trust Committee Minutes for Adoption                               |                     |              |
| 5.1.1.    | Minutes of May 6, 2013 Local Trust Committee Business Meeting (attached) |                     | 4 - 15       |
| 5.2.      | Public Hearing Record and Community Information Meeting                  |                     |              |
| 5.2.1.    | Record of May 6, 2013 Public Hearing (attached)                          |                     | 16 - 18      |
| 5.3.      | Section 26 Resolutions without Meeting - none                            |                     |              |
| 5.4.      | Advisory Planning Commission - none                                      |                     |              |
| <b>6.</b> | <b>Business Arising from the Report</b>                                  |                     |              |

|         |                                                                                                                                   |                   |
|---------|-----------------------------------------------------------------------------------------------------------------------------------|-------------------|
| 6.1.    | Follow-up Action Report (attached)                                                                                                | 19 - 22           |
| 7.      | Delegations                                                                                                                       | 2:00 PM - 2:15 PM |
| 7.1.    | Kate Emmings - Islands Trust Fund Board<br>Eelgrass Report (attached)                                                             | 23 - 25           |
| 8.      | Correspondence<br>[correspondence received concerning applications and/or<br>projects is considered with the application/project] |                   |
| 8.1.    | May 11, 2013 Letter from Galiano Estates<br>Improvement District (attached)                                                       | 26 - 27           |
| 8.2.    | May 18 Ltr from Diane Cragg re: Green Affordable<br>Housing Project (attached)                                                    | 28 - 29           |
| 8.3.    | TFB - Galiano LTC Memo DL58 Management Plan<br>Process (attached)                                                                 | 30 - 30           |
| 8.4.    | Pearl Roberts May 15 13 email re: Library Society<br>Support (attached)                                                           | 31 - 31           |
|         | -----BREAK----- 2:15 PM                                                                                                           |                   |
| 9.      | Applications, Permits, Bylaws and Referrals                                                                                       | 2:30 PM - 3:30 PM |
| 9.1.    | GL-DP-2013.2 (Ghai) - Pending Receipt of Further<br>Info                                                                          |                   |
| 9.2.    | Mayne Island Local Trust Committee Bylaw No.<br>158 - referral (attached)                                                         | 32 - 40           |
| 10.     | Local Trust Committee Projects                                                                                                    |                   |
| 10.1.   | Proposed Bylaw 240 for further consideration<br>(attached)                                                                        | 41 - 44           |
| 10.2.   | Draft Bylaw 241 (attached)                                                                                                        | 45 - 50           |
| 10.3.   | Draft Bylaws No. 242 (OCP) & 243 (LUB)<br>(attached)                                                                              | 51 - 57           |
| 11.     | Reports                                                                                                                           | 3:30 PM - 4:00 PM |
| 11.1.   | Work Program Reports - for information                                                                                            |                   |
| 11.1.1. | Galiano Island Local Trust Committee Work<br>Program - Report dated May 2013<br>(attached)                                        | 58 - 60           |

- 11.2. Applications Reports - for information
  - 11.2.1. Galiano Island Applications Report dated May 2013 (attached) 61 - 65
- 11.3. Expense/Budget Reports - for information
  - 11.3.1. LTC Expense Report (Attached) 66 - 66
- 11.4. Bylaw Enforcement - none
- 11.5. Policies and Standing Resolutions Report - for information (attached) 67 - 68
- 11.6. Galiano Island LTC Web Page for Review - for information (attached) 69 - 71
- 11.7. Chair's Report
- 11.8. Trustee Report
- 12. Other Business 4:00 PM - 4:00 PM
  - 12.1. Upcoming Meetings
    - 12.1.1. Local Trust Committee Business Meeting at 12:30 pm Monday, July 15, 2013, at the South Community Hall, Galiano Is.
- 13. Town Hall Meeting
- 14. Adjournment

**Local Trust Committee  
Minutes Subject to Approval By  
the Local Trust Committee**

**DRAFT**

**MINUTES OF THE GALIANO ISLAND  
LOCAL TRUST COMMITTEE BUSINESS MEETING  
HELD ON MONDAY, MAY 6, 2013 AT 12:30 PM  
AT THE SOUTH ISLAND COMMUNITY HALL,  
GALIANO ISLAND, B.C.**

|                        |                  |                           |
|------------------------|------------------|---------------------------|
| <b><u>PRESENT:</u></b> | Ken Hancock      | Chair                     |
|                        | Louise Decario   | Local Trustee             |
|                        | Sandy Pottle     | Local Trustee             |
|                        | Robert Kojima    | Regional Planning Manager |
|                        | Kris Nichols     | Island Planner            |
|                        | David Millership | Recording Secretary       |

There were approximately twenty-five (25) members of the public present.

**1. CALL TO ORDER**

Chair Hancock called the meeting to order at 12:35 p.m. Introductions were made and the meeting introduced.

Chair Hancock stated appreciation and acknowledgment that today's meeting is taking place on the traditional territories of the Coast Salish people.

**2. APPROVAL OF AGENDA**

Chair Hancock asked for any additions or changes to the agenda; amendments were as follows:

- *Added Item 8.1* – Walter Forstbauer letter dated May 2, 2013 Re: Galiano Island Local Trust Committee
- *Added Item 8.2* – Robert Preston letter dated May 3, 2013 Re: Public Hearing Dewinetz proposal 6 May 2013
- *Added Item 8.3* – Lynda Knezevic letter dated May 3, 2013 Re: Public Hearing Submission – Galiano Island – May 06, 2013
- *Added Item 8.4* – Olaf Knezevic letter dated May 3, 2013 Re: Public Hearing Submission – Galiano Island – May 06, 2013
- *Added Item 8.5* – Brian and Helen Russell letter dated May 1, 2013 Re: Galiano Island Local Trust Committee
- *Added to Item 12.2* – National Marine Conservation Area Exclusion Zones – new mapping
- *Added Item 12.3* – New Nature Reserve, Galiano Island
- *Moved Item 9 to Item 5* – Applications, Permits, Bylaws and Referrals

The agenda was renumbered accordingly.

The agenda was Approved as amended by consent.

## **2.1 Questions on Agenda Items**

None

## **2.2 Town Hall Session**

Chair Hancock invited the public to make comment.

**Andrew Loveridge** stated support for Galiano being included in the National Marine Conservation Area (NMCA).

**Doug Latta** provided an update regarding Galiano Land And Community Housing Trust (GLCHT).

**Karyna Orellana** stated concern regarding Proposed Bylaw No. 240 and the limiting of livestock. She asked the Local Trust Committee (LTC) to support agricultural/animal husbandry endeavors on small lots that are not zoned Agricultural Land Reserve (ALR).

**Allan Doty** stated that he is Chair of the Galiano Estates Improvement District. He stated support for GLCHT but concern regarding GLCHT potential water usage during summer/very dry times and the effect such might have on neighbouring wells. He encouraged GLCHT to use their well in the winter and rainwater collection reserves in the summer.

**Tom Hennessy** stated that GLCHT is required to prove well viability but does not foresee any impact to neighbouring wells. He stated that GLCHT would be primarily using rainwater collection tanks for water usage and would also have a backup water delivery service in place. Mr. Hennessy stated that GLCHT is committed to a “green” approach.

**Gary Coward** stated support for a neighbourhood information meeting regarding GLCHT water usage so that the community can review scientific findings. He stated support for community-based decision-making.

**Michael Sharp** referenced item 12.3 and asked the LTC to clarify if the road dedication along Porlier Pass Road is full width.

Regional Planning Manager (RPM) Kojima responded that staff would look into it.

**Doug Latta** stated that there would be an LTC Community Information Meeting (CIM) regarding GLCHT at some point.

Trustee Decario responded that a LTC CIM would take place when all requested information has been received and reviewed.

Chair Hancock responded that the LTC CIM is not really a forum for dealing with neighbourhood issues and encouraged GLCHT to deal with such issues beforehand via their own community information meeting(s).

**Tom Hennessy** stated that GLCHT has held many information meetings.

**Andrew Loveridge** stated that GLCHT has had three community information meetings to date and supported GLCHT having more if such are deemed necessary.

Trustee Pottle stated support for GLCHT having another neighbourhood information meeting.

**Mary-Jean Elliott** stated support for an LTC Public Hearing (PH) regarding GLCHT not just GLCHT initiated meetings.

There being no further comments from the public, Chair Hancock closed the Town Hall meeting.

### **3. COMMUNITY INFORMATION MEETING**

None

### **4. PUBLIC HEARING**

#### **4.1 GL-RZ-2011.2 (Dewinetz)**

See separate Public Hearing Record dated May 6, 2013.

*Note: there was a break at 1:15 p.m. and the meeting reconvened at 1:30 p.m.*

### **5. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS**

#### **5.1 GL-RZ-2011.2 (Dewinetz)**

Planner Nichols provided information from *Memorandum dated April 22, 2013 Re: Proposed Bylaw Nos. 235 (OCP) and 236 (LUB) – Post Public Hearing, 2<sup>nd</sup> and 3<sup>rd</sup> Reading.*

Richard Dewinetz was in attendance and spoke on behalf of the application.

There was some discussion regarding: support received for GL-RZ-2011.2 (Dewinetz); letter of understanding between Mr. Dewinetz and Galiano Island Community Housing Society having been signed; Private Managed Forest Land (PMFL) status; 89 hectares being the minimum average parcel size for park with no subdivision allowed; and letter of understanding between the LTC and BC Parks having been signed by Chair Hancock.

The LTC thanked Mr. Dewinetz for his application, which has significant community benefit.

Resolution GL-LTC-44-13

It was Moved and Seconded that Galiano Island Local Trust Committee Proposed Bylaw No. 235 cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2012”, be given Second Reading.

**CARRIED**

Resolution GL-LTC-45-13

It was Moved and Seconded that Galiano Island Local Trust Committee Proposed Bylaw No. 236 cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2012”, be given Second Reading.

**CARRIED**

Resolution GL-LTC-46-13

It was Moved and Seconded that Galiano Island Local Trust Committee Proposed Bylaw No. 235 cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2012”, be given Third Reading.

**CARRIED**

Resolution GL-LTC-47-13

It was Moved and Seconded that Galiano Island Local Trust Committee Proposed Bylaw No. 236 cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2012”, be given Third Reading.

**CARRIED**

Resolution GL-LTC-48-13

It was Moved and Seconded that Galiano Island Local Trust Committee Proposed Bylaw No. 235 cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2012”, be forwarded to the Secretary of the Islands Trust for Executive Committee approval.

**CARRIED**

Resolution GL-LTC-49-13

It was Moved and Seconded that Galiano Island Local Trust Committee Proposed Bylaw No. 236 cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2012”, be forwarded to the Secretary of the Islands Trust for Executive Committee approval.

**CARRIED**

Resolution GL-LTC-50-13

It was Moved and Seconded that Galiano Island Local Trust Committee Proposed Bylaw No. 235 cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2012”, be forwarded to the Minister of Community, Sport and Cultural Development for approval.

**CARRIED**

Mr. Dewinetz thanked the LTC and Galiano community for their support.

**6. PREVIOUS MEETINGS**

**6.1 Local Trust Committee Minutes for Information**

**6.1.1 Minutes of April 8, 2013 Local Trust Committee Business Meeting**

The Minutes of April 8, 2013 Local Trust Committee Business Meeting were Adopted by consent.

**6.2 Public Hearing Records and Community Information Meeting**

**6.2.1 Notes of April 8, 2013 Community Information Meeting**

Received

6.2.2 Record of April 8, 2013 Public Hearing Record

Received

Amendments:

- *Page 1 last paragraph* – replace “bulleting” with “bulletin”

**6.3 Section 26 Resolutions-without-meeting**

None

**6.4 Advisory Planning Commission**

6.4.1 Minutes of April 6, 2013 Galiano Island Advisory Planning Commission Meeting

Received

**7. BUSINESS ARISING FROM THE MINUTES**

**7.1 Follow-up Action Report**

Planner Nichols provided information and items were discussed with regards to status and action.

Chair Hancock asked the Trustees to contact Planner Nichols as needed.

**8. DELEGATIONS**

None

**9. CORRESPONDENCE**

Note: Correspondence items are received by virtue of being on the agenda.

Note: Correspondence received concerning applications and/or projects is considered with the application/project.

Correspondence items 9.1 through 9.4 relate to Public Hearing Record dated May 6, 2013 Re: GL-RZ-2011.2 (Dewinetz).

**9.1 Walter Forstbauer letter dated May 2, 2013 Re: Galiano Island Local Trust Committee**

- 9.2 Robert Preston letter dated May 3, 2013 Re: Public Hearing Dewinetz proposal 6 May 2013
- 9.3 Lynda Knezevic letter dated May 3, 2013 Re: Public Hearing Submission – Galiano Island – May 06, 2013
- 9.4 Olaf Knezevic letter dated May 3, 2013 Re: Public Hearing Submission – Galiano Island – May 06, 2013
- 9.5 Brian and Helen Russell letter dated May 1, 2013 Re: Galiano Island Local Trust Committee

## 10. LOCAL TRUST COMMITTEE PROJECTS

### 10.1 Proposed Bylaw No. 239 (Land Use Amendment) for consideration of Adoption

Planner Nichols provided information from *Memorandum dated April 23, 2013 (File No.: GL-6500-20 (LUB Review)) Re: Adoption of Bylaw No. 239.*

#### Resolution GL-LTC-51-13

It was Moved and Seconded that Galiano Island Local Trust Committee Proposed Bylaw No. 239 cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 4, 2012” be Adopted.

**CARRIED**

### 10.2 Proposed Bylaw No. 240 for further consideration

Planner Nichols provided information from *Staff Report dated April 23, 2013 (File No.: GL-6500-20 (LUB Review)) Re: Galiano Bylaw No. 240, Amendment No. 5, 2012 – A Bylaw to Amend Galiano Island Land Use Bylaw No. 127, 1999.*

There was some discussion regarding: Advisory Planning Commission (APC) comments and recommendations; not having heard back from the Galiano Island Chamber of Commerce; signage regulations; bylaw enforcement; cottage industry; businesses being permitted a 1.2 square metre (sqm) premises sign and a 1.2sqm freestanding sign; road frontage and signage; animal husbandry and related required setbacks.

Resolution GL-LTC-52-13

It was Moved and Seconded that Galiano Island Local Trust Committee Proposed Bylaw No. 240 cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 5, 2013” as amended be given Second Reading.

**CARRIED**

Resolution GL-LTC-53-13

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to schedule a Public Hearing for Proposed Bylaw No. 240.

**CARRIED**

**10.3 Draft Bylaw No. 241 (Land Use Bylaw Amendment re: Sawmilling, Cottage size and Home Industry)**

Planner Nichols provided information from *Staff Report dated April 23, 2013 (File No.: GL 6500-20 (LUB Review)) Re: Galiano Bylaw No. 241, Amendment No. 1, 2013 – A Bylaw to Amend Galiano Island Land Use Bylaw No. 127, 1999.*

There was some discussion regarding: bylaw wording; sawmilling on residential lots; cottage size; new definition of sawmilling being more enforceable; and proposed 10 metre (m) setbacks for sawmilling.

There was some discussion regarding: home industry occupation; contractors; bylaw enforcement; doing a review of properties undertaking business on their land(s); next steps; addressing concerns in a balanced way; site specific zonings; light industrial zoning; support and concern of neighbours; vehicle, gravel and materials storage; Temporary Use Permits (TUP); neighbourhood look/feel and character; and possible referral to the APC.

Resolution GL-LTC-54-13

It was Moved and Seconded that the Galiano Island Local Trust Committee strikes Section 3 (Home Industry) in its entirety from Draft Bylaw No. 241.

**CARRIED**

Resolution GL-LTC-55-13

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to report back with wording to address home industry that is specific to contractor vehicles and associated materials.

**CARRIED**

There was some discussion regarding: cottage size; increasing permitted cottage size to 750 square feet (sqft); use; affordable housing; short term vacation rentals (STVR); visitor accommodations; bed and breakfasts (B&B); possible effect(s) on businesses; fairness being important; LTC intent and objective(s) being important; housing agreements; Mayne Island permitting 1000sqft cottages on larger lots and 650sqft cottages on smaller lots; Mayne Island not permitting STVR's; families; Official Community Plan (OCP); options and next steps.

Resolution GL-LTC-56-13

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to report back with bylaws that would increase permitted cottage size to 750 square feet.

**CARRIED**

**11. REPORTS**

**11.1 Work Program Reports**

**11.1.1 Galiano Island Local Trust Committee Work Program - Report dated April 2013**

Work Program items were discussed with regards to status and action and Planner Nichols will update the Top Priorities and Projects lists according to LTC recommended amendments.

Resolution GL-LTC-57-13

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to amend the Galiano Island Local Trust Committee Work Program by including a new number two Top Priority called "Visitor Accommodation".

**CARRIED**

## **11.2 Applications Report**

### **11.2.1 Galiano Island Applications Report dated April 2013**

Planner Nichols provided information and applications were discussed with regards to status and action.

## **11.3 Expense/Budget Reports**

### **11.3.1 LTC Expense Report**

Provided for information purposes only.

RPM Kojima stated that the LTC has allocated funding, which matches their top three priorities.

## **11.4 Bylaw Enforcement**

### **11.4.1 Discussion of Short Term Vacation Rentals and current Policy**

RPM Kojima asked the LTC if they would like to put all bylaw enforcement regarding STVR's and visitor accommodation in abeyance.

There was some discussion regarding enforcement of health and safety issues.

RPM Kojima stated that staff would discuss current policy with bylaw enforcement and report back to the LTC with further policy options.

## **11.5 Policies and Standing Resolutions Report**

Provided for information purposes only.

## **11.6 Galiano Island LTC Web Page for Review**

Chair Hancock asked for any additions or changes to the LTC web page; amendments were as follows:

- *Update* – Work Program Report
- *Add* – Proposed Bylaw No. 241

## **11.7 Chair's Report**

Chair Hancock stated that the next Trust Council meeting would take place on June 11-13, 2013 on Mayne Island and that the Executive Committee has been busy preparing/reviewing the related package. He stated that a "Making Difficult Decisions" session is planned.

## **11.8 Trustee Report**

Trustee Decario stated that she has had a busy month and has attended to many conversations, phone calls and drop-ins. She stated that she has been preparing for an upcoming local planning meeting and an upcoming financial planning meeting.

Trustee Pottle stated that she has had many conversations regarding affordable housing and has heard that an island contractor is interested in doing an alternative affordable housing project on Galiano. She stated that her regularly scheduled office hours have been busy and that people interested in Galiano real estate have asked a lot of questions regarding the Islands Trust and issues in general.

## **12. OTHER BUSINESS**

### **12.1 Upcoming Meetings**

12.1.1 Local Trust Committee Business Meeting at 12:30 p.m.  
Monday, June 10, 2013, North Community Hall, Galiano Island

The meeting is scheduled as stated.

#### Resolution GL-LTC-58-13

It was Moved and Seconded that the Galiano Island Local Trust Committee requests staff to reschedule the July 8, 2013 Local Trust Committee Business Meeting to July 15, 2013.

**CARRIED**

### **12.2 National Marine Conservation Area Exclusion Zones – new mapping**

RPM Kojima provided information and showed the LTC newly available NMCA mapping.

There was some discussion regarding federal versus provincial areas.

Resolution GL-LTC-59-13

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to write a letter to Parks Canada stating that the Galiano Island Local Trust Committee does not support exclusion of private marinas from the proposed National Marine Conservation Area.

**CARRIED**

**12.3 New Nature Reserve, Galiano Island**

Chair Hancock provided information from *Memo dated April 30, 2013*  
*Re: New Nature Reserve, Galiano Island.*

Resolution GL-LTC-60-13

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to contact the Islands Trust Fund Manager concerning emergency access designation and the Road Network Plan pertaining to District Lot 58 New Nature Reserve.

**CARRIED**

**13. TOWN HALL MEETING**

Chair Hancock invited the public to make comment.

**Linda Millard** thanked the LTC for their work.

There being no further comments from the public, Chair Hancock closed the Town Hall meeting.

**14. ADJOURNMENT**

Resolution GL-LTC-61-13

It was Moved and Seconded that the Galiano Island Local Trust Committee meeting be adjourned at approximately 4:35 p.m.

**CARRIED**

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**RECORDER**

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**CHAIR**

**RECORD OF THE GALIANO ISLAND  
LOCAL TRUST COMMITTEE PUBLIC HEARING  
HELD ON MONDAY, MAY 6, 2013 AT 1:00 PM  
AT THE SOUTH ISLAND COMMUNITY HALL,  
GALIANO ISLAND, B.C.**

|                        |                  |                           |
|------------------------|------------------|---------------------------|
| <b><u>PRESENT:</u></b> | Ken Hancock      | Chair                     |
|                        | Louise Decario   | Local Trustee             |
|                        | Sandy Pottle     | Local Trustee             |
|                        | Robert Kojima    | Regional Planning Manager |
|                        | Kris Nichols     | Island Planner            |
|                        | David Millership | Recording Secretary       |

There were approximately twenty-five (25) members of the public present.

Chair Hancock called the meeting to order at 1:00 p.m. Introductions were made.

Chair Hancock gave notice and stated Public Hearing (PH) meeting rules and guidelines.

#### **4.1 GL-RZ-2011.2 (Dewinetz)**

Planner Nichols provided information and stated that in general terms, the purpose of Proposed Bylaw No. 235, is to amend Galiano Island Official Community Plan Bylaw No. 108, 1995, by effectively seeking a site specific designation in the vein of Policy 1.4 e) of the Galiano Island Official Community (OCP) to permit the creation of subdivision with a minimum average parcel size as low as two hectares on the Rural Residential designated lands once land representing not less than 72% is transferred to the Crown represented by BC Parks. In addition, Lots 69 and 71, Plan VIP61020; Lots 21, 24, and 25, District Lot 69, Plan VIP61020; Lot 32, District Lots 65 and 68, Plan VIP61030; and District Lot 68 Except Parts in Plans VIP61030 and VIP76636, Galiano Island, Cowichan District as depicted in map Schedule B (OCP Designation).

Planner Nichols provided information and stated that in general terms, the purpose of Proposed Bylaw No. 236, is to amend Galiano Island Land Use Bylaw, 127, 1999, by rezoning of six lots from the Forest 1 (F1) zoning designation to Nature Protection (NP) and Rural Residential (RR (b)) along Bodega Beach Drive. The total subject area is 85.59 hectares; 72.8% (65.24 hectares) of which is proposed to be rezoned to NP and transferred to BC Parks, thus expanding Bodega Ridge Provincial Marine Heritage Park; and 27.2% (24.34 hectares) of which is proposed for rezoning to RR(b) for future subdivision into 12 residential lots.

Map Schedule B (Zoning) is amended for lands legally described as Lot 20, District Lots 69 and 71, Plan VIP61020; Lots 21, 24, and 25, District Lot 69, Plan VIP61020; Lot 32, District Lots 65 and 68, Plan VIP61030; and District Lot 68 Except Parts in Plans VIP61030 and VIP76636, Galiano Island, Cowichan District as depicted in map Schedule B (Zoning).

Planner Nichols outlined meeting procedures regarding public submissions – all written submissions are welcomed and must be received before the PH is closed.

Planner Nichols stated that it is standard procedure for written referral comments and written submissions from the public, if received, to be stored in a public submissions binder that is available for the public to read at anytime upon request.

Planner Nichols stated that the PH notice was published according to PH protocols, posted on island bulleting boards and delivered to landowners within one hundred (100) meters of the applicant(s) property.

Planner Nichols stated that upon referral the following agency responses were received: Galiano Island Parks and Recreation Commission (GIPRC) recommended approval with conditions; Vancouver Island Health Authority (VIHA) stated no objections; Galiano Island Advisory Planning Commission (APC) recommended approval with conditions; Islands Trust Fund stated support; Ministry of Environment (MoE) recommended approval; Mayne Island Local Trust Committee (LTC) stated interests unaffected; and Salt Spring Island LTC stated interests unaffected.

Planner Nichols stated that all correspondences received were in support of GL-RZ-2011.2 (Dewinetz), including the ones that were received today (Items 9.1 through 9.4 as per Minutes of May 6, 2013 Local Trust Committee Business Meeting).

Chair Hancock invited the public to make comment.

**Michael Sharp** stated support for GL-RZ-2011.2 (Dewinetz) and Proposed Bylaws No. 235 and 236.

**Bill Russell (Montague Road)** stated support for GL-RZ-2011.2 (Dewinetz) and Proposed Bylaws No. 235 and 236.

**Cathy Stephenson (219 Sticks Allison Road)** stated support for GL-RZ-2011.2 (Dewinetz) and Proposed Bylaws No. 235 and 236.

**Tom Hennessy** stated support for GL-RZ-2011.2 (Dewinetz) and Proposed Bylaws No. 235 and 236.

**Ursula Deshield** stated support for GL-RZ-2011.2 (Dewinetz) and Proposed Bylaws No. 235 and 236.

**Gary Coward** stated support for GL-RZ-2011.2 (Dewinetz) and Proposed Bylaws No. 235 and 236.

**Bowie Keefer** stated support for GL-RZ-2011.2 (Dewinetz) and Proposed Bylaws No. 235 and 236.

**Mary-Jean Elliott (534 Georgeson Bay Road)** stated support for GL-RZ-2011.2 (Dewinetz) and Proposed Bylaws No. 235 and 236.

**Jane Wolverton** stated support for GL-RZ-2011.2 (Dewinetz) and Proposed Bylaws No. 235 and 236.

**Andrew Loveridge** stated support for GL-RZ- 2011.2 (Dewinetz) and Proposed Bylaws No. 235 and 236.

**Doug Latta** stated support for GL-RZ-2011.2 (Dewinetz) and Proposed Bylaws No. 235 and 236.

There being no further comments from the public, Chair Hancock declared the Public Hearing adjourned at approximately 1:15 p.m.

**I CERTIFY THAT THIS IS A FAIR AND ACCURATE SUMMARY OF THE NATURE OF REPRESENTATIONS RESPECTING THE MEETING HELD.**

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**RECORDER**

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**CHAIR**



## Islands Trust

## Follow Up Action Report w/ Target Date

### Galiano Island Jun-11-2012

| No. | Activity                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Responsibility                   | Target Date | Status   |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------|----------|
| 1   | Chair Hancock designated to sign and execute the S. 219 covenant, the S. 218 SRW and the sustainable forestry covenant for GL-RZ-2005.2 (Romagnoli-Smith).<br>Sept 21/12 - email to applicants<br>Oct 15/12 - trustees report that applicants out of country<br>Dec 12, Jan 13 and Jan 29- applicants contacted and requested to provide changes to covenant<br>Feb 27/13 - applicants' lawyer asked to respond with proposed revisions to covenant<br>Mar 15/13 - second email to applicants' lawyer asking for proposed revisions to covenant<br>Apr 15/13 - meeting with applicants' lawyer, minor changes agreed to. Applicants' lawyer will commence execution process | Robert Kojima<br>Gary Richardson | Nov-01-2012 | On Going |

### Jul-09-2012

| No. | Activity                                                                                                                                                                                                                                                                                                    | Responsibility | Target Date | Status   |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------|----------|
| 2   | GL-RZ-2011.1 (GLCHT)<br>Staff directed to schedule a CIM upon receipt of: confirmation of ALC covenant on title, comprehensive site plan, housing agreement and land lease, and professional assessment of the availability of sustainable long-term groundwater and rainwater catchment (Sept amendments). | Kris Nichols   | Feb-18-2013 | On Going |

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |              |             |          |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-------------|----------|
| 3 | GL-RZ-2011.2 (Dewinetz):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Kris Nichols | May-06-2013 | On Going |
|   | <ul style="list-style-type: none"> <li>-Staff to invite representatives from BC Parks to attend a future CIM for this application. (CIM completed February 18, BC Parks attended March 11 meeting) Done</li> <li>- Staff to enter into cost recovery with the applicant for a legal review of the agreement between the applicant and the Galiano Island Housing Society - DONE</li> <li>-Staff to work with the applicant to obtain the required groundwater assessment as per OCP policy 2e) (done)</li> <li>-Staff to schedule a CIM and Public Hearing (CIM February 18 , PH May 6)Done</li> <li>-Staff to work with the applicant to draft a S. 219 covenant and enter into cost recovery with the application for associated legal work (covenant with applicant)</li> </ul> |              |             |          |

## Sep-17-2012

| No. | Activity                                                                                                                                                                             | Responsibility | Target Date | Status   |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------|----------|
| 4   | 9.1 GLCHT - applicants to provide corrected site plan and accompanying tables<br>Resolution to amend GL-LTC-75-12 to require professional assessment of rainwater catchment proposal | Kris Nichols   | Jun-10-2013 | On Going |

|   |                                                                                                                                         |                               |             |          |
|---|-----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|-------------|----------|
| 5 | Staff to arrange meeting between LTC and MoTI staff to discuss Galiano issues.<br>Mar 5/13 - trustees requested to provide agenda items | Robert Kojima<br>Kris Nichols | May-30-2013 | On Going |
|---|-----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|-------------|----------|

## Dec-03-2012

| No. | Activity                                                                                                                                                                                                            | Responsibility | Target Date | Status   |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------|----------|
| 6   | 9.3 (Retreat Cove Farms)To change the wording in the covenant to comply with current LUB regulations.<br>To establish a cost recovery agreement with the applicant. Awaiting contact from the applicant to proceed. | Kris Nichols   | May-13-2013 | On Going |

## Feb-18-2013

| No. | Activity | Responsibility | Target Date | Status |
|-----|----------|----------------|-------------|--------|
| 20  |          |                |             |        |

1. Work with applicant to receive information mentioned in the Feb. 18, 2013 staff report from the applicant prior to planning an CIM. Applicant also to meet with CRD Building prior to CIM.

## Apr-08-2013

| No. | Activity            | Responsibility | Target Date | Status   |
|-----|---------------------|----------------|-------------|----------|
| 8   | 9.1 Gaylor Covenant | Kris Nichols   | Jun-10-2013 | On Going |

Discharge covenant from Rem. D.L. 48, Amend covenant on Lot 1 to state that sawmilling and planing to occur within an enclosed building for sound mitigation

Once agreed to by the owner then proceed with legal changes, registration and signing by the chair

May 6 - Lot 1 sold, going to talk to new owner prior to proceeding to remove covenant from REM D.L. 48 on whether amendment is required to Lot 1.

## May-06-2013

| No. | Activity                                                                                              | Responsibility | Target Date | Status |
|-----|-------------------------------------------------------------------------------------------------------|----------------|-------------|--------|
| 9   | 12.2 Staff to send letter to Parks Canada regarding private dock facilities and NMCA exclusion zones. | Robert Kojima  | May-10-2013 | Done   |

10 Minutes adopted at amended and PH

Done

11 10.1 Bylaw No. 239 - adopted.

Done

12 11.2 Applications Report

On Going

Staff to update applications report

13 9.1 (Dewinetz) Proposed Bylaw Nos. 235 and 236 - given second and third reading and forwarded to Executive Committee (May 27 approved) and then sent for Minister's approval.

On Going

14 10.3 Proceed with Bylaw 241 amendment - only for sawmilling.

Done

Come back with specific bylaws (OCP and LUB) for increasing cottage to 750 sq. ft.

Come back with specific changes for home industry occupation for Galiano contractors (vehicles and storage).

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                       |             |      |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|-------------|------|
| 15 | 12.1 July Meeting Date<br>As per resolution, to change meeting date to July 15, 2013.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Sharon Lloyd-deRosario                                | Jun-10-2013 | Done |
| 16 | 11.1 Work Program<br>Staff to up date work program reports as discussed in the meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Kris Nichols                                          | Jun-10-2013 | Done |
| 17 | 11.6 Webpage<br>Staff to update webpage -bylaws, staff reports, etc.<br>Up date work program, latest news updates, etc<br>[Note: New webpage being developed as part of new Website.]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Kathy Jones<br>Sharon Lloyd-deRosario<br>Kris Nichols | Jun-10-2013 | Done |
| 18 | Bylaw 240 given second reading as amended and PH scheduled for June 10 LTC meeting<br>Put together consolidated sections (Signs, home occupation)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Kathy Jones<br>Sharon Lloyd-deRosario<br>Kris Nichols | Jun-10-2013 | Done |
| 19 | Late Item 12.3 New Nature Reserve Lot 1 DL 58<br>To discuss the new lot configuration with the Trust Fund Board specifically on:<br>1. Was Porlier Pass Road dedicated as part of the subdivision.<br>Ans. It was not dedicated at this time as the lot created (lot 1) does not front on the road.<br>2. Whether there is any consideration of the Road Network Plan in the proposed Management Plan?<br>Ans. The Trust Fund Board is aware of the Road Network Plan, but given the sensitivity of the parcel and that the roadway has not been kept up, they have no plans to create the proposed emergency access. However, given that the proposed highway does touch the corner of the property they would consider dedication at a later date when required. | Kris Nichols                                          | Jun-10-2013 | Done |



# Memorandum

700 North Road Gabriola Island, BC V0R 1X3

Telephone 250. 247-2063 FAX: 250. 247-7514

Toll Free via Enquiry BC in Vancouver 604-660-2421.

Elsewhere in BC 1.800.663.7867

northinfo@islandstrust.bc.ca itfmail@islandstrust.bc.ca

www.islandstrust.bc.ca www.islandstrustfund.bc.ca

Date: May 29, 2013

File Number:

To: Galiano Island Local Trust Committee  
For meeting of June 10, 2013

From: Christine Rikley, Islands Trust Fund  
Kris Nichols, Local Planning Services

Re: Galiano Island Local Trust Area Eelgrass Mapping - Funding

## Purpose

To request the Galiano Island Local Trust Committee (LTC) commit \$1,000 from the LTC's 2013-2014 budget to eelgrass mapping in the Galiano Island Local Trust Area, a collaborative initiative of the Islands Trust, Islands Trust Fund, and Seagrass Conservation Working Group.

## Background

The Islands Trust Policy Statement, section 3.4.4, states:

*Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.*

The recently released Audit of Biodiversity in B.C. (Office of the Auditor General of B.C.) highlighted the importance of collecting sufficient and reliable information on species distribution in order to make well-informed decisions about conserving biodiversity. With sensitive ecosystem mapping completed on Galiano (2008-2010), the LTC has access to ecosystem data for terrestrial species. At the February 2013 shoreline workshop, Nikki Wright of SeaChange Marine Conservation Society identified the need for similar biodiversity data collection for shoreline and foreshore environments.

Eelgrass is a critical nearshore habitat for birds, mammals, invertebrates and commercial and non commercial fish. Eelgrass beds are also an important carbon sink. Contaminates and development pressures from shoreline land use threaten eelgrass ecosystems and the species they support.

Proposed eelgrass mapping will support the LTC and Trust Fund Board in making science-based decisions about land use and conservation that preserve Galiano and its associated islands' foreshore ecosystems. Eelgrass mapping will serve as baseline inventories from which we can monitor the effects of conservation activities, such as the proposed National Marine Conservation Area, as well as human impacts, such as potential increased tanker traffic, marine industrial activities (e.g. log dumping and booms), and foreshore use

(e.g. wharves and docks). Eelgrass mapping will also enable marine conservation groups to identify areas ideal for eelgrass restoration.

In 2012, the Islands Trust Fund and Seagrass Conservation Working Group, with financial assistance from some local trust committees and outside funders, mapped eelgrass in the following areas:

- North and South Pender;
- Thetis and associated islands (except Valdes);
- Gambier;
- Lasqueti; and,
- Mayne.

In 2013, the partnership aims to map eelgrass in the following areas:

- Galiano and associated islands;
- Valdes;
- Bowen
- Gambier associated islands;
- Gabriola and associated islands;
- Denman Island; and
- Hornby Island

#### Eelgrass Mapping in the Galiano Island Local Trust Area

Data for eelgrass mapping will be collected by boat with the aid of a towed underwater camera. The mapping will be completed to a Level 1 standard as defined in "Methods for Mapping and Monitoring Eelgrass Habitat in British Columbia (Dec 2002)", available through the Community Mapping Network, and as modified through a methodology approved by a qualified registered professional biologist. The modifications to the methodology are designed to accommodate modernized mapping techniques and to reduce costs.

Trust Council approved \$22,000 in program funding for eelgrass mapping in the planned LTAs for 2013. Combined with funding from the Islands Trust Fund, and confirmed grants achieved by the Seagrass Conservation Working Group, the partnership still has a funding gap of approximately \$26,000 for this program. The following cost and funding gap analysis for Galiano Island is based on an estimated mapping/project cost of \$250/km of potential eelgrass shoreline plus data processing and map and report production:

#### Galiano and Associated Islands Eelgrass Inventory Budget

|                                                        |                |                 |
|--------------------------------------------------------|----------------|-----------------|
| <b>Cost</b>                                            |                |                 |
| Galiano and associated islands (23.2km)                |                | <b>\$10,095</b> |
| <b>Revenue</b>                                         |                |                 |
| Islands Trust                                          | \$3,095        |                 |
| Seagrass Conservation Working Group (grants confirmed) | <u>6,000</u>   |                 |
|                                                        | <b>\$9,095</b> |                 |
| Funding gap                                            |                | <b>\$1,000</b>  |

#### Staff Comments / Advice:

Currently, eelgrass mapping for Galiano Island and associated islands is anticipated to take place during the 2013 phase of this initiative. Eelgrass mapping is not currently on the Galiano Work Program. Should the LTC wish to pursue eelgrass mapping for 2013, staff advises that Eelgrass Mapping be added to the Galiano Island LTC's list of Projects.

The requested \$1,000 would fall under the Special Projects line item of the Galiano LTC 2013-2014 budget. It would utilize half of the allocated amount. This would finalize the amount of funding required to complete the

eelgrass mapping project for Galiano and the Associated Islands. The project will go ahead regardless of whether the Galiano LTC makes a commitment to give \$1000 (or another amount of money) to the eelgrass mapping project. However, generally all islands are being requested to contribute to the project which may in the long term assist other islands that may not receive grant funding from such bodies as the CRD as is the case with Galiano Island.

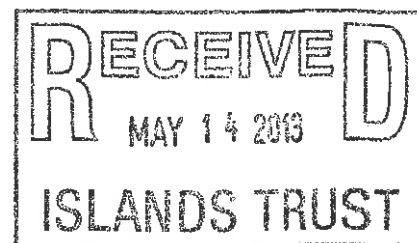
As was stated previously, the mapping provided from this project will provide another layer of valuable information that would be utilized along with the Galiano's Shoreline and Marine Development Permit Area.

Options:

- 1) That the Galiano LTC authorize the expenditure of up to \$1,000 from the 2013-2014 Galiano LTC special projects budget for eelgrass mapping.
- 2) That the Galiano LTC authorize the expenditure of up to '\$X' amount from the 2013-2014 Galiano LTC special projects budget for eelgrass mapping.

Should the LTC choose to not provide funding, Galiano Island will remain on the 2013 schedule for eelgrass mapping.

Galiano Estates Improvement District  
R.R.1, S9, C8  
Galiano Island, British Columbia  
V0N 1P0



The Islands Trust  
Local Trust Committee for  
Galiano Island  
#200-1627 Fort Street  
Victoria, British Columbia  
V8R 1H8

On behalf of the residents and property owners of the Galiano Estates Improvement District, we would like to express our serious concerns regarding the proposed Community Housing Trust project.

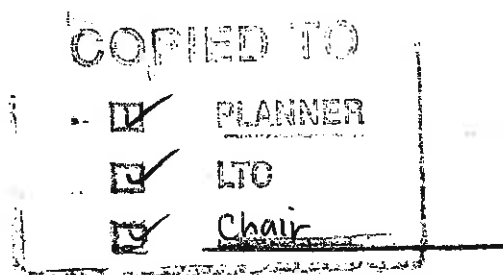
Our issue is, of course, ground water usage. Please note that we are not opposed to affordable housing. The close proximity of the Galiano Estates Improvement District well (across Porlier Pass Road at Highview) gives rise to our concern. Our well currently supplies twenty-two residential properties mainly surrounding the golf course with an annual draw between eight hundred thousand and nine hundred thousand gallons. We are not yet at full build-out of twenty-six residential properties. As noted on pages 80 and 83 in your Preliminary Report on Proposed Water Supply for Galiano Green Affordable Housing Project, we have not been considered in any neighbouring well tests and monitoring results. A very disconcerting aspect of this preliminary report on the proposed water supply (October 2012 Hy-Geo Consulting) is that rain water catchment would be the primary source of potable water. It then goes on to state that the existing (enhanced) well would provide water during extended periods of dry weather/drought.

The proposed development has the potential usage of forty persons on average with possible extended families to severely stress the available ground water, i.e. showers, laundry services, garden watering, etc. Has it been considered that the residents of the proposed development may not want to draw on their potable rainwater catchment during the winter months for showers, laundry services, etc., but may prefer to use the well water provided all year long?

Rainwater collection and storage should be the only source during the summer months. The precautionary principle must be applied here since this is an area of high well density.

We believe our well should be taken into account in a Hy-Geo Consulting water study. Also, it would appear that tests done by Hy-Geo in their initial study were undertaken during the rainy winter months and thus may not give an accurate picture as would tests done during the lengthy dry summer months. As stated in the O.C.P. water supply policy, any rezoning application involving an increase in density should be required to provide an assessment of the availability of sustainable long term groundwater.

We trust our concerns will be addressed.





Alan Doty, Trustee & Chair



Lorna Doty, Trustee



Avis Seads, Trustee

May 11, 2013

c.c. Galiano Land & Community Housing Trust  
Suite 2A - 33 Manzanita  
Galiano Island, British Columbia  
V0N 1P0

Site 9, Comp 15  
 481 Porlier Pass Road  
 Galiano Island, BC V0N 1P0

May 18, 2013

Galiano Land and Community Housing Trust  
 Site 2A – 33 Manzanita  
 Galiano Island, BC  
 V0N 1P0

Re: Galiano Green Affordable Housing Project

Dear Board Members:

I am the owner of the lot to the north of the site of the proposed affordable housing project. We share 134 m (440 ft.) of property boundary in the area Putter Brook. I am unable to attend the meeting neighbourhood meeting scheduled for May 21<sup>st</sup>, so I am providing these initial thoughts on your current proposal as a submission to the meeting. I hope you will share it with meeting participants.

First, I want to say that I am a proponent of affordable housing, and in general think that the proposed location is appropriate for affordable housing use. I cannot, however, support your current proposal.

I have reviewed the draft bylaw amendments, the draft housing agreement and the draft lease, as well as the materials submitted to numerous Islands Trust meetings. My general comments are:

#### 1. Density

The proposed density of 20 units with their associated outbuildings and community facilities is, in my view, excessive for the site and for the neighbourhood. It also seems that the high density has created the need for expensive, engineered servicing requirements, which significantly reduce the affordability of development on the site.

#### 2. Water

I have reviewed the hydrological report, and was surprised to see that my well, probably the closest residential well to the project, is not even included in the report. I would have been happy to provide information about my well had I been asked. The fact that there was no attempt made to contact me makes me question the thoroughness and accuracy of the report in general.

Unless the hydrological report is complete and accurate, its conclusions will not be.

With respect to the rainwater / communal well system proposed, it again seems to me that the technical requirements of providing water to 20 residences in this way is enough of a technical challenge that it makes housing more, not less, expensive.

### 3. Enforceability of lease and housing agreements

The length of lease being proposed for the leaseholders (99 years) creates a situation where neither party has the protection of the *Residential Tenancy Act*. If a leaseholder decides, for whatever reason, to breach conditions of the lease or housing agreement, the only recourse for the Galiano Land and Community Housing Trust, as landowners, is to use the courts. If at some time a leaseholder decides to drill a well, add an addition to a house, move more people into a house, or do any other of the things that are prohibited in the lease and housing agreements, the GLCHT will need many thousands of dollars to rectify the situation. A single court action could easily require \$50,000, and each one must be acted upon vigorously. Given the volunteer nature of GLCHT, this situation makes the housing agreements and leases, for all practical purposes, unenforceable.

It appears to me that these issues are not related to the choice of the site or to the best intentions of any of the parties. They are related to a business model that is not realistic for the parties involved, and is much more complex and challenging to administer than can be considered to be workable. I hope that the GLCHT will re-think its planned development and reduce it to a scale that resolves these issues.

Best Regards,

Diane Cragg



# Memorandum

Date May 22, 2013

To Galiano Island Local Trust Committee

From Jeff Ralph  
Property Management Specialist  
Islands Trust Fund

Re: DL 58 Nature Reserve Management Plan – Questionnaire and Consultation Process

The Islands Trust Fund and Galiano Conservancy Association are developing a management plan that will guide the future of Galiano Island's newest nature reserve - DL 58

## Consultation

The public can join Jeff Ralph of the Islands Trust Fund and Keith Erickson of the Galiano Conservancy on Friday, June 7th at 1:00pm, at the Galiano Community Hall to discuss the future management of DL 58. A walk of the property will follow the meeting.

## Questionnaire

An online questionnaire can be found at [www.islandstrustfund.bc.ca](http://www.islandstrustfund.bc.ca). Comments will inform the development of the DL 58 Management Plan. If you have any questions about this questionnaire, please contact Jeff Ralph at [jralph@islandstrust.bc.ca](mailto:jralph@islandstrust.bc.ca) or at 250.405.5193.

**From:** [Pearl Roberts](#)  
**Sent:** Wednesday, May 15, 2013 11:58 AM  
**To:** [Louise Decario](#) ; [Sandy Pottle](#)  
**Cc:** [Tom Hennessy](#)  
**Subject:** Galiano Library Support for Galiano Green

Dear Trustees Decario and Pottle,

The Galiano Library Society supports the proposal by the Galiano Land and Community Housing Trust to develop affordable, low density housing in the area designated as “Galiano Green.”

We encourage you to enact proposed Bylaws 233 and 234 to rezone this centrally located property from rural residential to community housing and amend Land Use Bylaw 127 to include Community Housing that meets the permitted uses, density, height and other criteria outlined in the draft Bylaw.

The Galiano Green initiative is an innovative example of creative use of available land to create affordable housing with a low environmental impact.

Galiano Island is losing population and affordable housing is essential for our future. Along with the new Galiano Library and other projects currently in development such as the Restoration Learning Centre and Galiano Museum, the Affordable Housing initiative will bring fresh energy and much-needed services to our island, making it a better place to live.

We encourage you to support this application to enable more families of limited means to live on Galiano Island.

Thank you for your consideration.

Pearl

Pearl Roberts  
 Chair  
 Galiano Library Society  
[250-539-3740](tel:250-539-3740)

[www.galianolibrary.org](http://www.galianolibrary.org)



# Islands Trust

## BYLAW REFERRAL FORM

Island: Mayne Island Bylaw No.: 158 Date: May 16, 2013

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 30 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected. For your information a Public Hearing to consider the Bylaw will be held on June 26, 2013.

### APPLICANTS NAME / ADDRESS:

Mayne Island Local Trust Committee

### PURPOSE OF BYLAW:

To amend Mayne Island Land Use Bylaw No. 146 by relieving boundary adjustment subdivisions from the proof of potable water requirements if: there would be no increase in density or intensity of use beyond what was permitted before the boundary adjustment took place; and provided that that all of the lots subject to the boundary adjustment have an established supply of water.

### GENERAL LOCATION:

Mayne Island Local Trust Area

### LEGAL DESCRIPTION:

NA

### SIZE OF PROPERTY AFFECTED:

NA

### ALR STATUS:

### OFFICIAL COMMUNITY PLAN DESIGNATION:

### OTHER INFORMATION:

See staff report dated March 15, 2013 attached.

Please fill out the Response Summary on the back of this form. If your agency's interests are "Unaffected", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this Bylaw.

(Signature)

Name: Gary Richardson

Title: Island Planner

This referral has been sent to the following agencies:

#### Federal Agencies

#### Provincial Agencies

Ministry of Transportation and Infrastructure

#### Non-Agency Referrals

#### Regional Agencies

Capital Regional District (Building Inspection)  
Vancouver Island Health Authority

#### Adjacent Local Trust Committees and Municipalities

Saturna Island Local Trust Committee  
North Pender Island Local Trust Committee  
Galiano Island Local Trust Committee

PLEASE TURN OVER →

## BYLAW REFERRAL FORM RESPONSE SUMMARY

- ☐ Approval Recommended for Reasons Outlined Below
- ☐ Approval Recommended Subject to Conditions Outlined Below
- ☐ Interests Unaffected by Bylaw
- ☐ Approval Not Recommended Due to Reason Outlined Below

(DO NOT FILL OUT BEYOND THIS SECTION – REFERRAL AGENCY WILL COMPLETE SECTION)

\_\_\_\_\_  
Mayne Island

(Island)

\_\_\_\_\_  
No. 158

(Bylaw Number)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name and Title) Please Print

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Agency)

PROPOSED

MAYNE ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 158

\*\*\*\*\*

A BYLAW TO AMEND MAYNE ISLAND LAND USE BYLAW NO. 146, 2008

\*\*\*\*\*

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

- A. Schedule A of Bylaw No.146, cited as “Mayne Island Land Use Bylaw No 146, 2008” is amended as follows:
- (1) Section 8.11 is amended by adding a new Subsection 8.11(7) as follows:
- “8.11(7) An applicant is not required to fulfill the requirements of subsections 8.11(1) for boundary adjustment subdivisions provided that: there would be no increase in density or intensity of use beyond what was permitted before the boundary adjustment took place; and that all of the lots subject to the boundary adjustment have an established supply of water.”
- B. This bylaw may be cited for all purposes as the “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2013”.

|                                                               |      |        |       |       |
|---------------------------------------------------------------|------|--------|-------|-------|
| READ A FIRST TIME THIS                                        | 27th | DAY OF | March | 20 13 |
| PUBLIC HEARING HELD THIS                                      |      | DAY OF |       | 20    |
| READ A SECOND TIME THIS                                       |      | DAY OF |       | 20    |
| READ A THIRD TIME THIS                                        |      | DAY OF |       | 20    |
| APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS |      | DAY OF |       | 20    |
| ADOPTED THIS                                                  |      | DAY OF |       | 20    |

DEPUTY SECRETARY

CHAIRPERSON



# STAFF REPORT

March 15, 2013

File No.: MA-LTC-05-13

To: Mayne Island Local Trust Committee

From: Gary Richardson, Island Planner

CC: Kris Nichols, A/RPM

---

Re: **Mayne Island Land Use Bylaw – Proof of Potable Water for Boundary Adjustment Subdivisions**

## THE PROPOSAL:

The Mayne Island Land Use Bylaw (LUB) requires that a land owner applying for a boundary adjustment subdivision provide proof of potable water to the same level as is required for a multi lot subdivision. In some cases there are existing dwellings and proven supplies of potable water on the lots that are subject to the boundary adjustment subdivision.

The Mayne Island LTC placed the review of proof of potable water provisions for boundary adjustment subdivisions on its work program priority list on October 24, 2012. The LTC requested staff to provide options and recommendations to the LTC regarding possible amendments to the Land Use bylaw.

A staff report was brought forward to the Mayne Island LTC at its business meeting on February 27, 2013. At the February 27 meeting a resolution was approved to direct staff to prepare an amendment to the Mayne Island Land Use Bylaw to relieve boundary adjustment subdivisions from proof of potable water requirements of the Land Use Bylaw provided that they have an existing proven supply of potable water.

As a result of the February 27 resolution staff has drafted a bylaw to amend the LUB to relieve boundary adjustment subdivisions from the proof potable water requirements of the LUB in some cases.

Draft Bylaw 158 is attached for the LTCs consideration (See Attachment 1).

## Trust Policy Statement:

The following directive policies should be considered when determining how to proceed:

### **Directive Policies**

4.4.2 *Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure:*

U:\LOCAL TRUST COMMITTEES\Mayne\Projects\2013 Proof of Water for Boundary adjustment Subdivisions\Staff Report - Boundary Adjustment - Potable Water March 18-13.docx

- *neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater,*
- *water quality is maintained, and*
- *existing, anticipated and seasonal demands for water are considered and allowed for.*

**4.4.3** *Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses.*

### Official Community Plan

#### Objectives

The objectives of this section (3.2.1 are:

- 1) to conserve rainwater, surface wells and all groundwater supplies,
- 2) to protect watersheds and to encourage the development of catchment areas for existing and future use, and
- 3) to ensure that the development and use of the land base does not lead to degradation of the current supply of fresh water.

#### Policies

- 3.2.1.1 As a condition of subdivision approval, applicants shall be required to prove the availability of sufficient potable water to support the proposed use.
- 3.2.1.2 Development should not be permitted in areas where groundwater limitations have been identified.
- 3.2.1.3 The sale of collected rainwater maybe permitted by rezoning only and should only be considered if it is determined that the proposed use would not impact adjacent properties.

### Land Use Bylaw

#### **8.11 Water Supply Standards**

- (1) Where a well is proposed as a source of potable water for a proposed subdivision, the applicant for subdivision must provide the written certification under seal of an Engineer or a professional hydrogeologist with experience in groundwater hydrology that there is in respect of each building, structure, or use of land permitted by this bylaw on or to each proposed lot an available supply of potable water that meets or exceeds the Guidelines for Canadian Drinking Water Quality in the amounts set out in Table 1.

| TABLE 1: Potable Water Supply Standards |                             |
|-----------------------------------------|-----------------------------|
| <u>Use</u>                              | <u>Volume (per day/lot)</u> |
| Residential                             | 2275 litres                 |
| Agricultural                            | 2275 litres                 |
| Commercial                              | 3640 litres                 |
| Industrial                              | 3640 litres                 |
| All other uses                          | 2275 litres                 |

If it is proposed to provide potable water to a lot from a well on another lot, the applicant must concurrently with the registration of the subdivision plan register against title to the lot on which the well is located:

- (a) an easement in favour of each lot to which water is provided; and
- (b) a s. 219 covenant in favour of the Mayne Island Local Trust Committee for water supply purposes,

each of which must be in terms satisfactory to the Mayne Island Local Trust Committee.

- (2) Where the certification referred to in subsection 8.11(1) cannot be made, the approving officer may nonetheless approve the subdivision in the following circumstances:
  - (a) where the applicant provides a community water system complying with the requirements of this bylaw; or
  - (b) where the applicant grants a s. 219 covenant to the LTC and to the CRD restricting the development of the subdivision to the buildings, structures and uses in respect of which a certification has been made under subsection 8.11(1).
- (3) Where applicant has provided a report by a professional engineer or hydrogeologist with experience in groundwater hydrology, and the report indicates that the water from a well does not meet the standards of potability as set in 8.11(1) and the report states that with specific treatment systems the well can be certified as to potability, the approving officer may nonetheless approve the subdivision provided that:
  - (a) the applicant grants a s. 219 covenant to the LTC and to the CRD restricting use and occupancy of the land and any building or structure on the land until the owner installs a water treatment system which is effective in making the water from the well potable to no less a standard than that specified in this Bylaw.

- (4) For the purposes of the certification referred to in 8.11(1), the engineer or hydrogeologist must supply supporting documentation and if a pump test has been conducted the engineer or hydrogeologist must indicate that the test was of sufficient duration to establish in accordance with generally accepted hydrological engineering practice the long term reliability of the water supply.
- (5) Where an engineer or hydrogeologist provides a certification under 8.11(1) as to the quality of a proposed source of potable water, the certification must include a plan of the proposed subdivision indicating the location where each water sample was taken, and a statement that the water samples upon which the water quality analysis was performed were unadulterated samples taken from the locations indicated on the plan.
- (6) No community water system may be supplied with water other than that which is obtained on the island on which the system is located.

#### **COMMUNITY INFORMATION MEETING(S):**

A Community Information Meeting will be held prior to a public hearing.

#### **COMMUNICATIONS:**

If a public hearing is held appropriate notification will be carried out.

#### **STAFF COMMENTS:**

Boundary adjustments are fairly common as a mechanism to bring buildings or structures into compliance with setback requirements, create level or accessible building sites on topographically difficult lots, or to allow for driveway access.

Boundary adjustment subdivisions do not create any new lots. They are solely to change a lot line boundary between lots in a way that does not allow an increase in lots to be created or allow more lots to be created in the future than could be created at the time of the boundary adjustment.

Boundary adjustment subdivisions are often between two lots with existing dwellings and existing potable water supplies. In some cases they involve vacant lots. The existing requirements in the LUB for proof of potable water required at time of subdivision has proven to be quite onerous for property owners that are simply moving a boundary between two lots with existing dwellings with existing supplies of potable water.

**RECOMMENDATIONS:**

**THAT** the Mayne Island Local Trust Committee give draft bylaw 158 cited as: "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2013" First Reading.

**THAT** the Mayne Island Local Trust Committee direct staff to refer draft bylaw 158 cited as: "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2013" to the appropriate referral agencies.

**THAT** the Mayne Island Local Trust Committee direct staff to arrange a community information meeting for draft bylaw 158 cited as "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2013"

**THAT** the Mayne Island Local Trust Committee direct staff to arrange a public hearing for draft bylaw 158 cited as "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2013"

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Prepared and Submitted by:

*Gary Richardson*

March 18/13

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Gary Richardson, Island Planner

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Date

Concurred in by:

*Kris Nichols*

March 18/13

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Kris Nichols A/RPM

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Date





# Memorandum

Date May 30, 2013 File Number GL-6500-20 (LUB Review)

To Galiano Island Local Trust Committee  
For the meeting of June 10, 2013

From Kris Nichols  
Island Planner

Re **Proposed Bylaw No. 240 (LUB) – Post Public Hearing, and 3<sup>rd</sup> Reading**

At the May 6, 2013 LTC meeting, Bylaw 240 was amended and given Second Reading. A resolution was passed to schedule a Public Hearing for June 10, 2013. Please see Attachment 1 for Bylaw No. 240 at Second Reading.

It should be noted that following the close of the public hearing, the LTC may not hear further submissions without holding a new hearing. The principle is that if new information is considered by the LTC, all other interested parties also need to have the opportunity to consider any new relevant material and to make further representations to the LTC. The courts have clarified that this does not open the door to endless public hearings: a local government body can legitimately decide that after a hearing it wishes to hear further from staff on issues raised at the hearing.

Consideration of any amendments to the proposed bylaw based on information or comments received at the Public Hearing can be discussed amongst the Trustees, but new submissions are not permitted to be heard nor discussed.

## RECOMMENDATIONS:

1. THAT Galiano Island Local Trust Committee proposed Bylaw No. 240, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 5, 2012" be read a Third time.
2. THAT the Galiano Island Local Trust Committee proposed Bylaw No. 240 cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 5, 2012" be forwarded to the Secretary of the Islands Trust for Executive Committee approval.

Attachment 1 – Proposed Bylaw 240 at Second Reading

pc Robert Kojima, Regional Planning Manager

# PROPOSED

## GALIANO ISLAND LOCAL TRUST COMMITTEE

### BYLAW NO. 240

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#### A BYLAW TO AMEND GALIANO ISLAND LAND USE BYLAW NO. 127, 1999

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

1. Bylaw No. 127, cited as “Galiano Island Land Use Bylaw No. 127, 1999” is amended as follows:
  - a) By amending Section 3.3 by replacing the words “A home occupation other than one involving agriculture or horticulture must be conducted entirely within the operator’s dwelling unit or within buildings or structures accessory to that dwelling unit” with the words, “Home occupations must be conducted entirely within the operator’s dwelling or permitted accessory building except that this restriction does not apply to the use of the land for a pottery kiln or for outdoor activities associated with a kindergarten, nursery school, daycare, agriculture or horticulture”
  - b) By amending Section 3.4 by removing the words “except that an unilluminated business sign not exceeding 0.2 square metres in area may be placed on the premises”.
  - c) By adding Section 3.5 “Except for one unilluminated nameplate not exceeding 0.6 square metres in area in respect of each residential lot upon which the home occupation(s) is occurring, no sign or other advertising matter may be exhibited or displayed on the premises where a home occupation is conducted, and no exterior artificial lighting may be installed or operated on the premises for a purpose associated with the home occupation unless it is a type in keeping with the residential character .”
  - d) By amending the numbering of Sections 3.5 to 3.6, 3.6 to 3.8, 3.7 to 3.9, 3.8 to 3.10 and Subsections 3.8.1 to 3.10.1 and 3.8.2 to 3.10.2.
  - e) By adding Section 3.7 “Except for the retail sale of goods produced, processed or repaired as part of a home occupation, and retail sale of articles directly related to a personal service provided as a home occupation, the following activities are not permitted:
    1. Retail or wholesale selling of any product or material
    2. The serving of food or drink products on the premises as part of a home occupation except for bed and breakfast home occupation in which case a morning meal may be served to paying guests.”;
  - f) By adding Section 3.11 “The operator of every home occupation must comply with all licensing, health and other applicable regulations of British Columbia and the Capital; Regional District, including building, public health, noise, air quality, and water quality regulations.”

- g) By adding Section 3.12 “No vehicle or equipment used by, or in the conduct of, a home business shall be stored in a required lot line setback without being screened from view from neighbouring properties or public road.”
- h) By adding an information note after Section 3.12 as follows:  
*Information Note: On properties located within the Agricultural Land Reserve (ALR), some provincial regulations apply to home-based businesses, unless variances are applied for and approved in writing by the Provincial Land Reserve Commission. No retail sales of goods or products are permitted in the ALR unless they are produced or repaired as part of the home-based business*
- i) By amending Section 16.1 by adding the sentence “Sandwich board signs must be located on the lot where the business is located and not within the highway right-of-way.” at the end of the first paragraph.
- j) By removing Sub-sections 16.1.1 to 16.1.7.inclusive and replacing with the following:
  - “16.1.1 Economic Activity Zones:
    - Retail Commercial – C1
    - Visitor Accommodation (inn) Zone – C3
    - Visitor Accommodation (Resort) Zone – C4
    - Visitor Accommodation (Rural Resort) Zone – C5
    - Galiano Inn (Comprehensive Resort) Zone – C5A
    - Public House Commercial Land Zone – C6
    - Commercial Private Film School Zone – C7
    - Light Industrial Zone – L1
    - Forest Industrial Zone – FI
  - 16.1.2.Marine Zones:
    - Marine Service - MS
    - Marine Commercial Water Zones - MCW
    - Marine Commercial Land Zones - MCL
  - 16.1.3 Community Facility Zones
    - Senior Citizen Residential Zone – SCR
    - Community Facility Zone – CF
    - Emergency and Health Services Zone – EHS
    - Health and Wellness Zone – HW”
- k) By adding “Section16.3 For those zones that permit more than one commercial use one free standing sign listing all businesses is permitted in accordance with Development Permit Area 6 – Commercial and Industrial Form and Character.”
- l) By adding “Section 16.4 Signs must be located on the lot occupied by the use to which they refer.”
- m) By replacing Sections 16.3 and 16.4 with 16.5 and 16.6 consecutively.
- n) By adding “Section 16.7 Nothing in this Bylaw prohibits the erection of a sign by an agency of government for purposes of public information, health or safety, or by a candidate in a municipal, provincial or federal election during the period prior to the election.”

- o) By replacing in its entirety the definition Section 17.1.18 Home Occupation with  
“Home Occupation means an accessory commercial use conducted on a residential lot and includes: bed and breakfast and any profession, trade, business, artistic endeavour, where such activities are clearly accessory to a principal residential use, but for certainty does not include sawmilling.”
- p) By amending Section 17.1 (Definition) by adding the following definition in alphabetical order and subsequently changing all definition numbering:  
“Accommodation of farm animals – means the keeping of 4 or more domesticated animals such as goats, sheep, rabbits, chickens, ducks, turkeys and similar fowl which are kept primarily for personal use and not for sale on residential zoned lots.0.4 ha or greater. The keeping of these farm animals is accessory to the principal residential use. All animal enclosures and manure storage must meet the Health Hazards Regulation under the *Public Health Act*.”

B. This bylaw may be cited for all purposes as the “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 5, 2012”.

|                                                               |                  |        |        |      |
|---------------------------------------------------------------|------------------|--------|--------|------|
| READ A FIRST TIME THIS                                        | 11 <sup>th</sup> | DAY OF | March  | 2013 |
| READ A SECOND TIME THIS                                       | 6 <sup>th</sup>  | DAY OF | May    | 2013 |
| PUBLIC HEARING HELD THIS                                      |                  |        | DAY OF | 201x |
| READ A THIRD TIME THIS                                        |                  |        | DAY OF | 201x |
| APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS |                  |        | DAY OF | 201x |
| ADOPTED THIS                                                  |                  |        | DAY OF | 201x |

\_\_\_\_\_  
DEPUTY SECRETARY

\_\_\_\_\_  
CHAIR

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# STAFF REPORT

**File No.:** GL 6500-20 (LUB Review)

**To:** Galiano Local Trust Committee  
For the meeting of June 10, 2013

**From:** Kris Nichols  
Island Planner

**CC:** Robert Kojima  
Regional Planning Manager

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**Re: Galiano Bylaw No. 241, Amendment No. 1, 2013**  
**A Bylaw to Amend Galiano Island Land Use Bylaw No. 127, 1999**

## BACKGROUND:

### Land Use Bylaw Amendments

The Galiano Island Local Trust Committee (LTC) at their May 6, 2013 meeting discussed amending the land use bylaw to accommodate a new definition of temporary sawmilling on residential lots. A definition was introduced in the draft Bylaw No. 241 and agreed to by the LTC, however, no first reading was given at the time. A resolution was passed to remove the draft section on Home Industry Occupation in order to make some changes. Changes have been made to the bylaw and are now more specific for Galiano. Given that Bylaw No. 241 was not given first reading staff have not removed it from the draft bylaw.

The report provides background on the two areas requested for bylaw amendments and recommends specific draft bylaw amendments. See Attachment 1 for proposed amending draft Bylaw No. 241.

### 1. Sawmilling (Residential Lots)

Currently, in the Galiano Land Use Bylaw under Section 2.1.4 sawmilling is a permitted use in any zone, but through definition restricts its daily and yearly use in non-forestry zones. The bylaw also clearly establishes that sawmilling cannot be a home occupation as stated in the definition of home occupation. The home occupation definition is currently being considered for an amendment (Bylaw 240), but would still not permit sawmilling.

The intent is for these residential sawmilling operations is to be temporary in nature and for the sole use of the owner for use on their lot and not for a commercial use or home occupation. The LTC agreed that while sawmilling should remain an outright permitted use in residential areas, it should be limited to a temporary use for the lot owner for their use with standard hours of operation. Staff have reviewed the definition with bylaw enforcement who have agreed to its content. The recommended amendments are:

Section 2.14 add in the word “temporary” in front of the word sawmilling.

That the definition of sawmilling is now “*temporary sawmilling*”:

*“means the process of milling timber by mechanical means (i.e. portable sawmill) to produce dimensional lumber for the use of the lot owner and on the lot on which the portable sawmilling takes place. The timber, harvested from the same lot, must be used for construction of structures, fences, decks and accessory buildings as permitted under this bylaw on the same lot. Sawmilling operations are permitted between the hours of 0800 and 1700 (excluding weekends and statutory holidays) on a lot where the sawmill is authorized by subsection 2.1.4 of this bylaw and includes the processing of the forest resource where the sawmill is a permitted use on a lot by any section of this bylaw other than subsection 2.1.4. A temporary sawmill must be located a minimum distance of 10.0 m from any property line.”*

## **2. Home Industry Occupation**

Previously, the LTC directed staff to amend the home occupation section in the Land Use Bylaw. Draft Bylaw 240 addresses proposed amendments to the home occupation section. However, the home occupation regulations would not address the concerns of many that are conducting more contracting/industry types of businesses from their homes. The LTC directed staff to look at developing a home industry occupation section.

The OCP in Section 2 states: “A sustainable community requires a viable local economy. This Plan recognizes the need for local economic development and viable small enterprises supporting a diversity of livelihoods...” There are many contracting/industry type home businesses (e.g. landscaping, excavating, etc.) that operate on the island providing much needed services and employing people that live on Galiano. These types of services/businesses do not fit within the definition of the home occupation section as they may have large vehicles or require some outside storage which may not be practical to have enclosed. There are no industrial zoned parcels on Galiano that are not already in use for these businesses to move to. It would not be practical to rezone all such properties to industrial nor to have them apply for temporary use permits which will last a maximum of 6 years.

Many of these operations have been supplying a needed service for years to Galiano residents, but have been doing so in non-conformance with the existing land use bylaw. The services they supply enable Galiano residents to hire local people rather than rely

on off-island suppliers. At the April LTC meeting a submission was received requesting that the LTC research the possibility of developing a home industry occupation section.

Staff have drafted a bylaw to add a home industry section based on what was discussed at the May 6, 2013 LTC meeting. It addresses the lot size, types of uses, screening and times of operation in an effort to limit the impact on adjacent land owners. Please see Attachment 1 for a draft Bylaw No. 241.

#### **STAFF COMMENTS:**

The amendments suggested for draft Bylaw 241 address issues that have been raised around the sawmills on residential properties and the need that they be temporary in nature, and the need to address home industry occupations (e.g. contracting based) that exist and are currently in contravention with the land use bylaw.

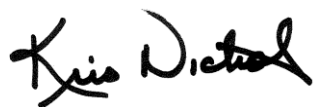
Staff have drafted bylaw amendments for the use of temporary sawmills on residential properties and the introduction of the home industry occupation. These have been included in the draft bylaw attached. Staff, are recommending that Bylaw No. 241 be given first reading.

#### **RECOMMENDATIONS:**

1. **THAT** the Galiano Island Local Trust Committee give Bylaw No. 241, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No.1, 2013" First Reading.
2. **THAT** the Galiano Local Trust Committee forward proposed Bylaw No. 241 to the Galiano APC and other agencies for review and comment.

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Prepared and Submitted by:



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Kris Nichols

May 28, 2013

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Date

Concurred in by:



May 28, 2013

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Date

Attachments:

1. Draft Bylaw No. 241

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## GALIANO ISLAND LOCAL TRUST COMMITTEE

## BYLAW NO. 241

\*\*\*\*\*

## A BYLAW TO AMEND GALIANO ISLAND LAND USE BYLAW NO. 127, 1999

\*\*\*\*\*

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

1. Bylaw No. 127, cited as “Galiano Island Land Use Bylaw No. 127, 1999” is amended as follows:
  - a) By amending Section 2.14 by adding the word “temporary” in front of the word sawmilling.
  - b) By deleting in its entirety Subsection 17.1.35a.
  - c) By amending Section 17.1 (Definition) by adding the following definition in alphabetical order and subsequently changing all definition numbering:
 

“Temporary sawmilling - means the process of milling timber by mechanical means (i.e. portable sawmill) to produce dimensional lumber for the use of the lot owner and on the lot on which the portable sawmilling takes place. The timber, harvested from the same lot, must be used for construction of structures, fences, decks and accessory buildings as permitted under this bylaw on the same lot. Sawmilling operations are permitted between the hours of 0800 and 1700 (excluding weekends and statutory holidays) on a lot where the sawmill is authorized by subsection 2.1.4 of this bylaw and includes the processing of the forest resource where the sawmill is a permitted use on a lot by any section of this bylaw other than subsection 2.1.4. A temporary sawmill must be located a minimum distance of 10.0 m from any property line.”
  - d) By adding a new Section entitled “**3. (a) HOME INDUSTRY OCCUPATIONS REGULATIONS**” as follows:

3(a).1 The following uses and no others are permitted as home industries:

- (1) contractor yards providing service within the Galiano Island local trust area, provided that no more than 5 vehicles used in the home industry may be stored on the lot and no more than 930 m<sup>2</sup> (0.23 acre) of lot area may be used for outdoor storage;

3(a).2 Not more than one home industry occupation may be conducted on a lot, the combined floor areas of all buildings and structures used in the home industry must not exceed 186 m<sup>2</sup> (2002 ft<sup>2</sup>) and areas used for outdoor storage in connection with the home industry must not exceed 930 m<sup>2</sup>.

3(a).3 A home industry occupation use:

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- (1) is not permitted on any lot less than 2 hectares in area;
  - (2) must be sited not less than 30 metres from any lot line and not less than 30 metres from any lake, wetland, stream or the sea; and
  - (3) must be screened from view by a landscape screen, as per Section 15 – Screening and Landscape Regulations, from abutting lots and from public lands and public road rights-of-way.
  - (4) may only be operated between the hours of 8 am to 6 pm, Monday through Friday and excluding statutory holidays.
  - (5) may not generate waste, vibration, glare, fumes, odours, illumination or electrical interference ordinarily detectable off the lot on which the home industry occupation is conducted or utilize more groundwater than would normally be consumed by a residential use of land as per Sub-section 13.23.
  - (6) the operator of every home industry occupation must comply with all licensing, health and other applicable regulations of British Columbia and the Capital; Regional District, including building, public health, noise, air quality, and water quality regulations.
  - (7) except for one unilluminated nameplate not exceeding 0.6 square metres in area in respect of each home industry occupation, no sign or other advertising matter may be exhibited or displayed on the premises where a home occupation is conducted, and no exterior artificial lighting may be installed or operated on the premises for a purpose associated with the home industry occupation
  - (8) in addition to the off-street parking required for the dwelling, the parking spaces required by Sub-section 14.1.11.
  - (9) Not more than four persons per lot may be employed in any home industry occupation in addition to any residents of the premises in which such business is carried on, and at least one of the employees of a home industry must live on the premises
- e) By amending Section 17.1 (Definition) by adding the following definition in alphabetical order and subsequently changing all definition numbering:
- “Home Industry Occupation – means an accessory industrial use conducted as a contractor yard accessory to a residential use on the same lot.”

B. This bylaw may be cited for all purposes as the “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2013”.

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|                                                               |        |      |
|---------------------------------------------------------------|--------|------|
| READ A FIRST TIME THIS                                        | DAY OF | 2013 |
| PUBLIC HEARING HELD THIS                                      | DAY OF | 201x |
| READ A SECOND TIME THIS                                       | DAY OF | 201x |
| READ A THIRD TIME THIS                                        | DAY OF | 201x |
| APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS | DAY OF | 201x |
| ADOPTED THIS                                                  | DAY OF | 201x |

\_\_\_\_\_  
DEPUTY SECRETARY

\_\_\_\_\_  
CHAIR



# STAFF REPORT

**File No.:** GL 6500-20 (LUB Review)

**To:** Galiano Local Trust Committee  
For the meeting of June 10, 2013

**From:** Kris Nichols  
Island Planner

**CC:** Robert Kojima  
Regional Planning Manager

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**Re: Galiano Bylaw No. 242, Amendment No. 1, 2013 - A Bylaw to Amend Galiano Island Official Community Plan Bylaw No. 108, 1995**  
**Galiano Bylaw No. 243, Amendment No. 2, 2013 - A Bylaw to Amend Galiano Island Land Use Bylaw No. 127, 1999**

## BACKGROUND:

### Official Community Plan and Land Use Bylaw Amendments

The Galiano Island Local Trust Committee (LTC) at their May 6, 2013 meeting discussed options to consider increasing the allowable cottage size. The following resolution was passed:

#### Resolution GL-LTC-56-13

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to report back with bylaws that would increase permitted cottage size to 750 square feet.

See Attachment 1 and 2 for proposed amending draft Bylaw Nos. 242 and 243.

Given that the cottage size is referred to in both the Official Community Plan and the Land Use Bylaw; bylaw amendments are required for both.

The Galiano Island Official Community Plan includes the following definition:

**“cottage** means a separate dwelling unit with a total floor area of 60 square metres (645 square feet) or less.”

The Galiano Island Land Use Bylaw includes the following references to cottages:

Sections:

2.9 “Except as provided in section 2.10, the floor area of a cottage must not exceed 60 square metres.” and,

2.10 “If the cottage is a building identified as a heritage building on Schedule “E” to the Galiano Island Official Community Plan, the floor area of the cottage may exceed 60 square metres provided that the floor area does not exceed the floor area of the building as of the date of adoption of this bylaw.”

Definition:

17.1.9 “cottage” means a building that is accessory to a dwelling and is used for human habitation by guests, household members or tenants, and having a floor area that does not exceed 60 square metres except as provided in s.2.9.”

### **Cottage Size Consideration**

The Local Trust Committee directed staff to look at the cottage size as a result of submissions and queries that they have received in the past. Most of the discussion was around current owners who either wanted to expand or build a cottage dwelling for family members. There was no specific floor area size mentioned in the direction from the LTC on April 8, 2013, however, following a staff report requesting clarification at the May 6, 2013 LTC, direction was given to proceed with drafting a bylaw amendments increase the cottage size to 69.7 m<sup>2</sup> (750 ft<sup>2</sup>). This would be an increase of 9.7 m<sup>2</sup> (104 ft<sup>2</sup>) from the existing size.

As was stated, the current Land Use Bylaw (LUB) and Official Community Plan (OCP) Bylaw states a maximum of 60 sq. m. (646 sq. ft.) for cottage floor area size. Generally a lot has to have an area of 0.4 hectares (1 acre) or more to permit a cottage.

In researching cottage size, staff looked at other Islands Trust bylaws to see if there were any comparable sizes.

#### Other Gulf Island’s Cottage Floor Area Regulations:

- North Pender Island: means a dwelling with a floor area of 56 sq. m. (603 sq. ft.) or less.
- South Pender Island: means an accessory single family dwelling with an area of 56 sq. m. (603 sq. ft.) or less.
- Gabriola Island: the maximum permitted floor area for a cottage is 65.0 sq. m. (699.7 sq. ft.)
- Saturna Island: permits cottages to be a maximum of 92.9 sq. m. (1000 sq. ft.) in total floor area, excluding a basement that does not exceed the footprint of the main floor.

- Salt Spring Island: (seasonal cottage) means an accessory dwelling not exceeding 56 sq. m. (603 sq. ft.) in floor area. The bylaw also states restrictions on lot sizes and use.
- Mayne Island: maximum floor area is 60 sq. m. (646 sq. ft.) on a lot with an area of 1 hectare (2.4 acres) or less or 93 sq. m. (1001) on a lot with an area greater than 1 hectare (2.4 acres).

The current cottage floor area regulations are in line with many of the other islands. The largest increase would be up to 185.8 sq.m. (2000 sq. ft.) as is on Saturna Island where a basement is permitted to have the same floor area as the main floor. That would be the extreme making it more of a residence and not a cottage. The second highest is a floor area of 92.9 sq. m. (1000 sq.ft.) which would be an increase of 32.9 sq. m. (354 sq. ft.).

There could be a number of benefits to increasing the allowable cottage size. Increasing the allowable cottage floor area will provide a larger more usable space which maybe more favorable for families. It also provides an affordable housing option for family members to stay on the Island without having to purchase the land. It can be used for long term tenancy again providing much needed affordable housing. It may be used as a mortgage helper for families wishing to own their own property and could not afford without additional monies through rent. It may allow an aging population the ability to have family or care givers stay in the cottage as well as making it more affordable for them to stay on their property. Overall, an increase may permit residents to afford to remain on the island, allow and aging population to stay on their property and provide a much needed affordable housing option.

Any additional cottage size allowance would need to meet the requirements as established in the land use bylaw (i.e. water, parking, etc.) as well as the requirements of other agencies (e.g.CRD building, VIHA, etc.).

The additional cottage size may encourage their use as a Short Term Vacation Rental (STVR) as the larger size may be more viable and an increase in size could begin to lessen the differentiation between a residence and a cottage in terms of size. That being said, there are other islands that have the increase and do not have any issues.

Other than the requests made at the March LTC meeting for a 92.9 sq. m. (1000 sq. ft.) maximum floor area, staff are unaware of other specific floor area increase requests. At the last LTC meeting a resolution was passed directing staff to draft the necessary bylaw amendments to increase the cottage size to 69.7 sq. m. (750 sq. ft.).

#### Options for Consideration:

With the following options for consideration no basements would be permitted and it will be stated in the bylaw that cottages are for residential use and any use for overnight accommodation on less than a monthly basis for monetary gain is prohibited.

The LTC should consider the following options:

1. To increase the allowable cottage size to 69.7 sq. m. (750 sq. ft.) maximum floor area. This would be an increase of 9.7 m<sup>2</sup> (104 ft<sup>2</sup>). Given that the LTC passed a resolution to amend the bylaws to accommodate this change staff have provided the necessary wording to give the bylaws First Reading:

**That** the Galiano Local Trust Committee give Bylaw No. 242, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No.1, 2013” First Reading.

**That** the Galiano Local Trust Committee give Bylaw No. 243, cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No.2, 2013” First Reading.

**THAT** the Galiano Local Trust Committee forward proposed Bylaw No. 242 to the Galiano APC and other agencies for review and comment.

**THAT** the Galiano Local Trust Committee forward proposed Bylaw No. 243 to the Galiano APC and other agencies for review and comment.

2. To keep the allowable cottage floor area size as currently permitted at 60 sq. m. (646 sq. ft.). This is in keeping with the majority of the Islands.
3. To base the cottage floor area size on lot area with keeping the current size 60 sq. m. for lots 1 hectare and under and permit 92.9 sq. m. on those lots over 1 hectare.
4. To increase the allowable cottage size to 76.5 sq. m. (823 sq. ft.) which is an increase of 16.5 sq. m. (178 sq. ft.) which is between the current standard and the 92.9 sq. m. stated in the verbal and written submission made in March.

#### **STAFF COMMENTS:**

As a resolution was passed to draft at the required bylaw amendments staff have attached the required amendments for consideration. See Attachments 1 and 2 for the draft amending bylaws.

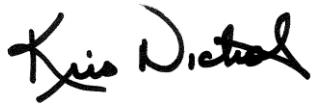
Staff are still not clear on the rationale for the increase in cottage size. Staff are unaware of complaints due to the current size of the cottages not being sufficient other than the submission made at the March LTC. Not knowing the overall demand for increased cottage floor area, staff would recommend no change at this time seeing as the majority of the islands have similar floor area requirements and there has been no broad rationale why an increase is required.

**RECOMMENDATION:**

1. **THAT** the Galiano Island Local Trust Committee considers this report for information and take no further action.

---

Prepared and Submitted by:



---

Kris Nichols

May 30, 2013

---

Date

Concurred in by:



May 30, 2013

---

Date

Attachments:

1. Draft Bylaw No. 242 (OCP)
2. Draft Bylaw No. 243 (LUB)

**DRAFT****GALIANO ISLAND LOCAL TRUST COMMITTEE****BYLAW NO. 242**

\*\*\*\*\*

**A BYLAW TO AMEND GALIANO ISLAND OFFICIAL COMMUNITY PLAN BYLAW NO. 108, 1995**

\*\*\*\*\*

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

- A. Bylaw No. 108, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995” is amended as follows:
- a) By amending Section 9 Definitions by replacing the definition of “cottage” in its entirety with the following definition:
- “**cottage** means a separate dwelling unit with a total floor area of 67.9 square metres (750 square feet) or less.”
- B. This bylaw may be cited for all purposes as the “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2013”.

|                                                                       |        |      |
|-----------------------------------------------------------------------|--------|------|
| READ A FIRST TIME THIS                                                | DAY OF | 2013 |
| PUBLIC HEARING HELD THIS                                              | DAY OF | 201x |
| READ A SECOND TIME THIS                                               | DAY OF | 201x |
| READ A THIRD TIME THIS                                                | DAY OF | 201x |
| APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS         | DAY OF | 201x |
| APPROVED BY THE MINISTER OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT | DAY OF | 201x |
| ADOPTED THIS                                                          | DAY OF | 201x |

\_\_\_\_\_  
DEPUTY SECRETARY\_\_\_\_\_  
CHAIR

DRAFT

GALIANO ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 243

\*\*\*\*\*

A BYLAW TO AMEND GALIANO ISLAND LAND USE BYLAW NO. 127, 1999

\*\*\*\*\*

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

1. Bylaw No. 127, cited as “Galiano Island Land Use Bylaw No. 127, 1999” is amended as follows:
  - a) By amending Section 2.9 by replacing the words “60 square metres” with “69.7 square metres”.
  - b) By amending Section 2.10 by replacing the words “60 square metres” with “69.7 square metres”.
  - c) By amending Article 17.1.9 by replacing the words “60 square metres” with “69.7 square metres”.
- B. This bylaw may be cited for all purposes as the “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 2, 2013”.

|                                                               |        |      |
|---------------------------------------------------------------|--------|------|
| READ A FIRST TIME THIS                                        | DAY OF | 2013 |
| PUBLIC HEARING HELD THIS                                      | DAY OF | 201x |
| READ A SECOND TIME THIS                                       | DAY OF | 201x |
| READ A THIRD TIME THIS                                        | DAY OF | 201x |
| APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS | DAY OF | 201x |
| ADOPTED THIS                                                  | DAY OF | 201x |

\_\_\_\_\_  
DEPUTY SECRETARY

\_\_\_\_\_  
CHAIR

U:\LOCAL TRUST COMMITTEES\Galiano\Projects\2012 LUB Review\Bylaw No. 243\_LUB Amendment.docx



**Islands Trust**

## Projects

### Galiano Island

| No. | Description                                    | Activity                                                                                                                                                                                                | Received/Initiated | Status   |
|-----|------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------|
| 1   | Soil Removal and Deposit Bylaw                 | Review need and options for implementation of soil removal and deposit bylaw                                                                                                                            | Sep-12-2011        | On Going |
| 2   | OCP amendment to review definition of "tree"   |                                                                                                                                                                                                         | Dec-12-2011        | On Going |
| 3   | Amendments to Forest designation and F1 zone - | consider options for amendments to Forest Land Designation and policies and F1 zoning for lands without Managed Forest Status. Draft bylaws have been prepared, project deferred at meeting of April/12 | Apr-16-2012        | On Going |
| 4   | parking issues                                 | issue for future discussion with MoTI and public parking issues generated from associated islands (see correspondence from P. Midgely on agenda of Apr/12)                                              | Jul-23-2012        | On Going |



## Galiano Island

| No. | Description | Activity | Received/Initiated | Responsibility | Target Date | Status |
|-----|-------------|----------|--------------------|----------------|-------------|--------|
|-----|-------------|----------|--------------------|----------------|-------------|--------|

|   |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |             |              |             |          |
|---|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|--------------|-------------|----------|
| 1 | LUB update | 1. Amendments resulting from OCP review<br>2. Review of split-zoned lot regulations (Bylaws 237, 239) DONE<br>3. Home Industry Regulations, Sawmilling (Bylaw 241)<br>4. Sign Regulations (Bylaw 240)<br>5. Review of zoning regulations for Lions' Hall (Bylaw 239) DONE<br>6. Review of FLR and F2 zoning and Land Transportation policy (or) requirement (Bylaw 238)<br>7. Accessory building entitlements (Bylaw 239) DONE<br>8. Cottage floor area calculation (Bylaws 242, 243)<br>Phase II items:<br>1. Review of Parking Regulations - review and update existing parking ratio.<br>2. Review zoning of small F1 lots that were in existence at the time of their purchase from Mac Blo. | Apr-16-2012 | Kris Nichols | Sep-09-2013 | On Going |
|---|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|--------------|-------------|----------|

## Top Priorities

3. Review of regulations for  
geo-thermal exchange use.

|   |                                              |                                                                                                                                            |             |              |             |          |
|---|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|-------------|--------------|-------------|----------|
| 2 | Visitor Accommodation                        | To look at existing policy,<br>research issues and possible<br>solutions on Galiano.                                                       | May-06-2013 | Kris Nichols | Oct-14-2013 | On Going |
| 3 | Ground water protection DPA<br>policy review | Review detailed<br>recommendations of<br>Waterline Report, review<br>existing DPA and LUB<br>provisions, prepare options<br>for amendments | Jun-13-2012 | Kris Nichols | Mar-31-2014 | On Going |



Islands Trust

Print Date: May-30-2013

## Applications w/ Status - Galiano Island Status: Open

### Applications

#### Board of Variance

| File Number   | Applicant Name                                            | Date Received | Purpose                                                                                              |
|---------------|-----------------------------------------------------------|---------------|------------------------------------------------------------------------------------------------------|
| GL-BOV-2013.1 | L. Waterfall & J Kowalski<br><b>Planner:</b> Kris Nichols | Mar-22-2013   | 287 ACTIVE PASS DR To vary the horizontal setback requirement to allow for a beach access staircase. |

#### Planning Status

**Status Date:** May-28-2013

BOV permitted exterior lot line setback and not setback from the sea. Applicants have till June 30th to remove portion of stair access within setback to the sea.

**Status Date:** Apr-30-2013

BOV meeting set for May 27

**Status Date:** Apr-23-2013

Staff organizing BOV date - yet to be determined

#### Development Permit

| File Number  | Applicant Name                                           | Date Received | Purpose                                                                                                                                                  |
|--------------|----------------------------------------------------------|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| GL-DP-2013.2 | Ghai c/o David Mckerrell<br><b>Planner:</b> Kris Nichols | May-07-2013   | 22525 PORLIER PASSAGE DR Combination DP/DVP to construct a marine walkway to a dock - to vary required setback of the boundary to the sea to within 2 m. |

#### Planning Status

**Status Date:** May-09-2013

waiting for additional fees of \$55.00 to complete the application fee requirement.

#### Development Variance Permit

| File Number | Applicant Name | Date Received | Purpose |
|-------------|----------------|---------------|---------|
|-------------|----------------|---------------|---------|

Michael Norgang Jan-22-2013  
**Planner:** Kim Farris

70 Bluff Rd To vary the front lot line to accomodate existing dwelling.

### Planning Status

**Status Date:** May-09-2013

Waiting for updated site plan as applicant must conform to maximum lot coverage. Site plan expected early June 2013.

**Status Date:** Feb-26-2013

Waiting for site survey from applicant

**Status Date:** Jan-23-2013

Sent letter of acknowledgement of receipt of fees and application to applicant. Copied file to trustees and forwarded file to planner.

### Rezoning

| File Number  | Applicant Name           | Date Received | Purpose                                                              |
|--------------|--------------------------|---------------|----------------------------------------------------------------------|
| GL-RZ-2004.6 | Crystal Mountain Society | Jun-14-2004   | OCP and LUB amendments to allow a Retreat Centre and Forest Retreat. |

**Planner:** Kim Farris

### Planning Status

**Status Date:** Apr-17-2013

staff comparing new information with previous proposal

**Status Date:** Apr-15-2013

new information submitted

**Status Date:** Mar-25-2013

Spoke with applicant who stated that they will provide a new map and proposal in the near future.

| File Number  | Applicant Name | Date Received | Purpose                 |
|--------------|----------------|---------------|-------------------------|
| GL-RZ-2005.2 | Romagnoli      | Mar-21-2005   | To rezone from F1 to F3 |

**Planner:** Gary Richardson

### Planning Status

**Status Date:** Apr-15-2013

staff met with applicant's lawyer to work on finalizing application

**Status Date:** Jan-29-2013

applicants again requested to provide comments

**Status Date:** Jan-13-2013

applicants indicate they will provide comments by end of Jan

| File Number  | Applicant Name                                                                         | Date Received | Purpose                                                                      |
|--------------|----------------------------------------------------------------------------------------|---------------|------------------------------------------------------------------------------|
| GL-RZ-2011.1 | Galiano Land and Community Housing<br>c/o Tom Hennessy<br><b>Planner:</b> Kris Nichols | Oct-06-2011   | Rezone Agriculture and Residential to Community Facility-Affordable housing. |

### Planning Status

**Status Date:** Apr-25-2013

Met with applicant to discuss draft Housing Agreement

**Status Date:** Feb-21-2013

E-mail sent to applicant indicating additional information required prior to proceeding.

**Status Date:** Feb-18-2013

Staff report (Feb 18, 2013) provided update and next steps. As a result Trustees require additional information prior to a CIM being scheduled.

| File Number  | Applicant Name                                                             | Date Received | Purpose                                                                   |
|--------------|----------------------------------------------------------------------------|---------------|---------------------------------------------------------------------------|
| GL-RZ-2011.2 | Winmark Capital Inc.<br>- Richard Dewinetz<br><b>Planner:</b> Kris Nichols | Dec-21-2011   | To amend the OCP/LUB to change 90 hectares of F1 lands to Park Land & RR. |

### Planning Status

**Status Date:** May-27-2013

Bylaws approved by Executive Committee

**Status Date:** May-07-2013

PH held on May 6, 2013

**Status Date:** Feb-18-2013

CIM held at LTC meeting

| File Number  | Applicant Name                                        | Date Received | Purpose                                                                                     |
|--------------|-------------------------------------------------------|---------------|---------------------------------------------------------------------------------------------|
| GL-RZ-2013.1 | Landworks Consultants<br><b>Planner:</b> Kris Nichols | Apr-16-2013   | DL 79 - To amend the OCP and LUB to permit a rezoning to F3, RR, NP from two F1 zoned lots. |

### Planning Status

**Status Date:** May-27-2013

Planner reviewing application. Did site visit with landowner.

**Status Date:** Apr-16-2013

copied Trustees and forward file to planner

## Subdivision

| File Number   | Applicant Name                                                       | Date Received | Purpose                                                                                      |
|---------------|----------------------------------------------------------------------|---------------|----------------------------------------------------------------------------------------------|
| GL-SUB-2007.1 | LPG Landplan Group Inc (Zizzy/Brown)<br><b>Planner:</b> Kris Nichols | Feb-12-2007   | Creating 6 new lots. DL 72 and Lot 15, DL 71 and 77, Plan VIP61007. X-reference GL-RZ-2005.3 |

### Planning Status

**Status Date:** Feb-27-2013

Applicant completing survey and will submit to staff to attach to covenant and bylaw.

**Status Date:** Jan-10-2013

applicant indicates additional well-drilling and surveying still required. Working on removing easements to provide BC Parks with clean title

**Status Date:** Oct-15-2012

staff contacted by consultant indicating well drilling pending

| File Number   | Applicant Name                                   | Date Received | Purpose                   |
|---------------|--------------------------------------------------|---------------|---------------------------|
| GL-SUB-2010.1 | Land Survey Inc.<br><b>Planner:</b> Kris Nichols | Jun-03-2010   | ELLIS RD To create 2 lots |

### Planning Status

**Status Date:** Apr-16-2013

File closure letter mailed to applicant. If no response by May 31, 2013 application will be closed.

**Status Date:** Feb-09-2012

PLA received from MOTI dated April 1, 2011

**Status Date:** Sep-13-2010

Response sent to MOTI September 13, 2010.

| File Number   | Applicant Name                                             | Date Received | Purpose                                           |
|---------------|------------------------------------------------------------|---------------|---------------------------------------------------|
| GL-SUB-2012.1 | Louis Gothier c/o Ron Taylor<br><b>Planner:</b> Kim Farris | May-01-2012   | 275 BLUFF RD & 351 BLUFF RD A boundary Adjustment |

### Planning Status

**Status Date:** Feb-26-2013

Waiting for S.219 covenant to be drafted by applicant

**Status Date:** Feb-13-2013

**Status Date:** May-17-2012

Sent letter of acknowledgment of receipt of application form and fees to applicant. Copied app to trustees and forwarded file to Planner.

| File Number            | Applicant Name                                                                    | Date Received | Purpose              |
|------------------------|-----------------------------------------------------------------------------------|---------------|----------------------|
| GL-SUB-2012.2          | Winmark Capital Inc.<br>c/o Peter Thomson<br>BCLS<br><b>Planner:</b> Kris Nichols | Jul-04-2012   | Creating 12 new lots |
| <b>Planning Status</b> |                                                                                   |               |                      |

**Status Date:** Sep-06-2012

PLA received from MOT

**Status Date:** Jul-31-2012

Referral response sent to MOT

**Status Date:** Jul-25-2012

Planner initiating review of application

## Temporary and Industrial Use Permit

| File Number            | Applicant Name                               | Date Received | Purpose                                                                                     |
|------------------------|----------------------------------------------|---------------|---------------------------------------------------------------------------------------------|
| GL-TUP-2013.1          | Robbie Mattu<br><b>Planner:</b> Kris Nichols | Apr-18-2013   | For berry (salal, cultivated berries) processing/cultivation and wine production and sales. |
| <b>Planning Status</b> |                                              |               |                                                                                             |

**Status Date:** May-16-2013

Application closed. Applicant states that they will make it work within the Home Occupation guidelines initially and will apply to rezone/TUP if required should the business grow.

**Status Date:** Apr-18-2013

Acknowledgement letter sent to applicant. Copied Local Trustees and forward file to planner

## Kathy Jones

**From:** Nicole Ranger  
**Sent:** May-06-13 9:20 AM  
**To:** Ken Hancock; Kris Nichols; Louise Decario; Robert Kojima; Sandy Pottle; Kathy Jones; Sharon Lloyd-deRosario  
**Cc:** Nancy Roggers  
**Subject:** Galiano LTC Final Expenses to March 31/13

### ***Islands Trust***

#### **LTC EXP SUMMARY REPORT F2012**

Invoices posted to March 31, 2013 (Final for Fiscal Year End)

| <b>625 Galiano</b>             | <b>Invoices posted to March 31, 2013</b> | <b>Budget</b> | <b>Spent</b> | <b>Balance</b> |
|--------------------------------|------------------------------------------|---------------|--------------|----------------|
| 65000 625                      | LTC "Trustee Expenses"                   | 1,100.00      | 401.28       | 698.72         |
| 65200 625                      | LTC Local Exp LTC Meeting Expenses       | 3,900.00      | 3,939.86     | (39.86)        |
| 65210 625                      | LTC Local Exp APC Meeting Expenses       | 500.00        | 449.31       | 50.69          |
| 65220 625                      | LTC Local Exp Communications             | 800.00        | 834.67       | (34.67)        |
| 65230 625                      | LTC Local Exp Special Projects           | 1,000.00      | 379.91       | 620.09         |
| 65240 625                      | LTC Local Exp Miscellaneous              | 300.00        | -            | 300.00         |
| <b>TOTAL LTC Local Expense</b> |                                          | 6,500.00      | 5,603.75     | 896.25         |
| 73001 625 2002                 | Galiano OCP/LUB                          | 6,500.00      | 2,555.30     | 3,944.70       |
| 73001 625 4002                 | Galiano Groundwater Protection           | 10,000.00     | 3,159.33     | 6,840.67       |
| <b>TOTAL Project Expense</b>   |                                          | 16,500.00     | 5,714.63     | 10,785.37      |

***Nicole Ranger***

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

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## Galiano Island Local Trust Committee

### POLICIES AND STANDING RESOLUTIONS

Updated: September 26, 2012

| No | Meeting Date      | Resolution No. | Issue                      | Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----|-------------------|----------------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | May 18, 2004      | GL-LTC-118-04  | Road Network Plan          | It was Moved and Seconded that the issue of access, including the proposals provided in the Road Network Plan, be applied to any existing and future rezoning applications brought before the LTC.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 2. | June 14, 2004     | GL-LTC-130-04  | Forest 1 and Forest 3 lots | <p>It was Moved and Seconded that staff be directed to draft a proposal to the Islands Trust Executive Committee requesting approval of a special Galiano Island Local Trust Committee initiative to accept, at reduced fee levels and for a limited time, applications to rezone eligible Forest 1 lots to Forest 3.</p> <p>In support of this request we offer that applications received under this initiative be batched in groups of two or more, each under a single bylaw. This approach, administered efficiently, will take less time to process and therefore cost less than if done singly, while still ensuring community input through full public process.</p> <p>The groupings we anticipate should be for properties of like nature and general location, though not necessarily contiguous.</p> |
| 3. | July 21, 2004     | GL-LTC-137-04  | F1 Zone                    | It was Moved and Seconded that Galiano LTC consider option 1, Cost Recovery Model, of the July 7, 2004, staff report Re: Batching/Initiating Offer, as an operating policy for the charging of fees as part of any rezoning application and in particular with reference to applications for rezoning of F1- zoned properties.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 4. | February 16, 2005 | n/a            | F3 Covenant                | <p>Galiano LTC will hold be a covenant holder to all covenants granted as part of the F3 rezoning process</p> <p>The model F3 covenant will be referred to all prospective covenant holders for comment on the document and to seek confirmation that they are willing to be a covenant holder jointly with the local trust committee.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

| No | Meeting Date       | Resolution No. | Issue                                        | Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|----|--------------------|----------------|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5. | June 29, 2005      | n/a            | Subdivision Applications                     | Staff are requested to prepare a report that provides wording for standing resolution to refer subdivision applications to the Galiano Fire Department and the Parks and Recreation Commission.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 6. | May 11, 2009       | GL-LTC-85-09   | Parks Commission Referral                    | <b>THAT</b> the Galiano Island Local Trust Committee direct Staff to send rezoning applications to the Galiano Island Parks and Recreation Commission for referral.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 7. | October 18, 2010   | GL-LTC-115-10  | Publishing Notices beyond legal requirements | <b>THAT</b> the Galiano Island Local Trust Committee will advertise Public Hearing Notices in either the Active Page Magazine or Islands Tides Newspaper in addition to the legally required advertising in the Driftwood Newspaper.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 8. | October 17, 2011   | GL-LTC-205-11  | Special Occasion Liquor Licenses             | <b>THAT</b> where a Liquor Control and Licensing Branch Special Occasion License referral relates to a property on which Galiano Island Land Use Bylaw No. 127, 1999 permits public assembly uses, such as restaurants or community halls, and where there have been no issues related to parking or past complaints for the preceding three years, staff may approve the Special Occasion License without referral to the Local Trust Committee. All other Special Occasion License referrals are to be referred to the Local Trust Committee for consideration.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 9. | September 17, 2012 | GL-LTC-100-12  | Short Term Vacation Rentals                  | <p><b>THAT</b> given finite resources available for enforcement activities and in order to ensure the most effective results for enforcement activities, Short Term Vacation Rentals that have one or more of the following characteristics will be subject to enforcement:</p> <ol style="list-style-type: none"> <li>1. There are issues related to health and safety;</li> <li>2. There is a written complaint by owners or residents of two properties about bona fide serious nuisance issues such as noise or parking congestion related to the STVR;</li> <li>3. The owner of the property uses more than one property on Galiano Island as a STVR.</li> </ol> <p><b>THAT</b> nothing in this enforcement policy should be interpreted as giving permission to violate the Land Use Bylaw and the Galiano Island Trust Committee may change this policy at any time and may give direction to expand enforcement activities at any time;</p> <p><b>THAT</b> the policy remains in effect until such time as the regulatory review is complete.</p> |

K:\LTC\Galiano\Standing Resolutions\Policies and standing resolutions.doc



# Islands Trust

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## Population (2011):

Approximately 1,138

## Size:

5,810 hectares (14,356 acres)

## Location:

26 kilometres north-east of the Swartz Bay ferry terminal located on Vancouver Island.

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## Galiano Island Local Trust Committee

### Latest News

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

### June 2013

- [Galiano Public Hearing Notice of June 10, 2013](#)

### April 2013

- [Galiano Island Public Hearing - May 6, 2013 re: Dewinetz Rezoning Application](#)

### March 2013

- [Greening our Shores - follow up information](#)

[^ top](#)

## Committee Links

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## Planner Office Hours on Galiano Island

## Galiano Island Local Trust Committee Projects

Local trust committee community planning projects are initiated and managed through their Work Programs. The Work Program Top Priorities are projects that have been prioritized by the LTC and for which resources are available or anticipated to be available shortly. Projects can be significant and long term, such as an Official Community Plan Review, or may be relatively minor, such as an amendment to a regulation in a Land Use Bylaw.

- [Work Program Top Priorities](#)

### General

- ["A Guide to Environmentally Friendly Building and Renovating in the Southern Gulf Islands" booklet](#)
- [A "Choosing a Building Site on your Lot" fact sheet](#)
- [A "Making Changes to your Lot Line" fact sheet](#)
- [An "Applying for a Variance" fact sheet](#)
- [Geological Hazard Mapping Project- Final Consultant report March 31, 2010](#)

### Shoreline Stewardship

- [Integrated Shoreline Mapping](#)
- [Mapping Methodology Report](#)
- [Greenshores](#)
- [Integrated Shoreline Mapping Presentation](#)
- [Conservation of Eelgrass in the Islands Trust Area](#)
- [Green Shores and the Green Shores for Homes Rating System](#)
- [Creatures of the Deep](#)
- [Shoreline Mapping: Eelgrass and Forage Fish](#)
- [Galiano Aerial Video Survey \(2004\) - East and West](#)
- [Caring for our Shorelines](#)

### Climate Change Action

- [Staff Report - October 2009](#)
- [Community Engagement Tools](#)
- [Climate Wise Islands](#)
- [Staff Report - January 29, 2010](#)
- [Adopted Bylaw No. 206](#)

### Groundwater Study

- [Galiano Groundwater Study- Phase One \(Waterline Resources Inc. March 31, 2011\)](#)
- [Galiano Groundwater Study - Phase Two \(Waterline Resources Inc. - May 10 2012](#)

### Development Permit Areas

- [Galiano Island Development Permit Area Compilation Map](#)
- [Development Approval Information Checklist](#)

### Official Community Plan Review

#### Consolidation

- [Galiano Island Official Community Plan Bylaw No. 108, 1995 - consolidated November 25, 2011](#)

### Land Use Bylaw Review

#### Staff Reports

- [Staff Report- June 11, 2012](#)
- [Staff Report -July 23, 2012](#)
- [Staff Report - October 15, 2012](#)
- [Staff Report Bylaw No. 237 - November 19, 2012](#)
- [Staff Report Bylaw No. 238 - November 19, 2012](#)
- [Staff Report Bylaw No. 239 - November 19, 2012](#)
- [Staff Report Bylaw No. 240 - February 18, 2013](#)
- [Staff Report Bylaw No. 240 - March 11, 2013](#)
- [Staff Report Bylaw No. 240 - April 8, 2013](#)

#### Proposed Bylaw

- [Proposed Bylaw No. 237](#)
- [Proposed Bylaw No. 238](#)
- [Proposed Bylaw No. 239](#)
- [Proposed Bylaw No. 240](#)

### Applications

#### Rezoning Application : GL-RZ-2005.2 (Smith/Romagnoli)

- [Staff Report dated July 29, 2010](#)

#### Rezoning Application: GL-RZ-2011.1(Affordable Housing)

##### Staff Reports:

- [Staff Report dated November 3, 2011](#)
- [Staff Report dated November 28, 2011](#)
- [Staff Memo dated January 31, 2012](#)
- [Staff Report dated April 16, 2012](#)
- [Staff Report dated July 9, 2012](#)
- [Staff Report - September 17, 2012](#)

##### Proposed Bylaws:

- [Proposed Bylaw No. 233](#)
- [Proposed Bylaw No. 234](#)

#### Rezoning Application: GL-RZ-2011.2 (Richard Dewinetz)

- [Preliminary Staff Report dated March 30, 2012](#)
- [Memo dated May 3, 2012](#)
- [Staff Report dated May 31, 2012](#)
- [Preliminary Layout Plan, prepared February 29, 2012](#)
- [Proposed Layout Plan, prepared May 2, 2012](#)
- [Proposed Bylaw No. 235](#)
- [Proposed Bylaw No. 236](#)

[^ top](#)

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