



Galiano Island Local Trust Committee Regular Meeting Agenda

Date: October 5, 2015
Time: 12:30 pm
Location: Galiano South Community Hall
141 Sturdies Bay Road, Galiano Island, BC

	Pages
1. CALL TO ORDER	12:30 PM - 12:35 PM
2. APPROVAL OF AGENDA	
3. TOWN HALL AND QUESTIONS	12:35 PM - 1:00 PM
4. COMMUNITY INFORMATION MEETING	
none	
5. PUBLIC HEARING	
none	
6. MINUTES	1:00 PM - 1:10 PM
6.1 Local Trust Committee Minutes Dated September 14, 2015 (for Adoption)	3 - 13
6.2 Section 26 Resolutions Without Meeting Report	
none	
6.3 Advisory Planning Commission Minutes	
none	
7. BUSINESS ARISING FROM MINUTES	
7.1 Follow-up Action List Dated September 2015	14 - 15
8. DELEGATIONS	
none	
9. CORRESPONDENCE	1:10 PM - 1:20 PM
<i>Correspondence received concerning current applications or projects is posted to the LTC webpage</i>	
9.1 September 26, 2015, Letter From J. Hatch re: Signage	16 - 20

10.	APPLICATIONS AND REFERRALS	1:20 PM - 1:30 PM	
10.1	Salt Spring Island Local Trust Committee Bylaw No. 483 Referral (for response)		21 - 23
11.	LOCAL TRUST COMMITTEE PROJECTS	1:30 PM - 2:00 PM	
11.1	Secondary Suites and Cottages Review - Staff Report		24 - 39
12.	REPORTS	2:00 PM - 2:30 PM	
12.1	Work Program Reports (attached)		
12.1.1	<u>Top Priorities Report Dated September 2015</u>		40 - 40
12.1.2	<u>Projects List Report Dated September 2015</u>		41 - 42
12.2	Applications Report Dated September 2015 (attached)		43 - 45
12.3	Trustee and Local Expense Report Dated September 2015 (attached)		46 - 46
12.4	Adopted Policies and Standing Resolutions (attached)		47 - 48
12.5	Local Trust Committee Webpage		
12.6	Chair's Report		
12.7	Trustee Report		
12.8	Trust Fund Board Report		
	none		
13.	NEW BUSINESS		
	none		
14.	UPCOMING MEETINGS		
14.1	Next Regular Meeting Scheduled for November 2, 2015, at the South Community Hall		
15.	TOWN HALL	2:30 PM - 2:45 PM	
16.	CLOSED MEETING (Distributed Under Separate Cover)		
	none		
17.	ADJOURNMENT	2:45 PM - 2:45 PM	



DRAFT

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

Galiano Island Local Trust Committee Minutes of Regular Meeting

Date: September 14, 2015
Location: Galiano North Community Hall
20925 Porlier Pass Rd, Galiano Island, BC

Members Present: Laura Busheikin, Chair
Sandy Pottle, Local Trustee
George Harris, Local Trustee

Staff Present: Kim Farris, Acting Planner 2
David Millership, Recorder

Members of the Public and Media Present: There were approximately 15 members of the public present and no members of the media

1. CALL TO ORDER

Chair Busheikin called the meeting to order at 12:34 pm. Introductions were made and she acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

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

- Added item 13.2 – Support Letter for Beacon Wireless

By general consent the agenda was approved as amended.

3. TOWN HALL AND QUESTIONS

Chair Busheikin stated that comments/discussions, pertaining to GL-RZ-2013.1 (Landworks), would not be permitted due to the application being post public hearing.

Debbie Holmes stated that: it was a long struggle to prove that forestry is a land use and not an extraction; the forest zone is critical to Galiano's water supply and therefore needs to be developed carefully and in accordance with the Official Community Plan (OCP); forestlands need to be preserved and fragmented forest minimized; land use regulation is needed; and the Local Trust Committee (LTC) needs to consider the communities wishes of past 30 years.

Louise Decario stated that another Public Hearing (PH) is needed in order to address concerns relating to the proposed covenant(s) for GL-RZ-2013.1 (Landworks), which is supposed to be a community template.

There was some discussion regarding process and available public information.

Tom Hennessy spoke to Galiano Green (GG) and commented that a mobile home concept had been rejected. He stated that the CCEC Credit Union is willing to support bare land strata or foundation lease, with mortgages only being approved once a house is built.

Sheila Anderson stated support for having another PH regarding the proposed covenant(s) for GL-RZ-2013.1 (Landworks). She spoke, on her own behalf (not the Advisory Planning Commission (APC)), to the Contractor Yards issue and asked that the LTC be cautious regarding their interpretation (i.e.: not every carpenter should be deemed a “contractor” and thus in need of a Temporary Use Permit (TUP)). She stated support for getting people working legally and commented that LTC concern(s) should be to do with yards which are more industrial in scale.

4. COMMUNITY INFORMATION MEETING

none

5. PUBLIC HEARING

none

6. MINUTES

6.1 Local Trust Committee Adopted Minutes & Received Public Hearing Record Dated July 6, 2015

Received for information.

6.2 Section 26 Resolutions Without Meeting Report Dated September 2015

Provided for information.

6.3 Advisory Planning Commission (APC) Minutes for Receipt

6.3.1. APC Minutes Dated June 9, 2015

Received for information.

6.3.2. APC Minutes Dated June 29, 2015

Received for information.

6.3.3. APC Minutes Dated July 3, 2015

Received for information.

6.3.4. APC Minutes Dated July 16, 2015

Received for information.

Chair Busheikin thanked the APC for their hard work.

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List Dated September 2015

A/Planner 2 Farris summarized the report.

Regarding No. 3, Trustees will review the proposed Short Term Vacation Rental (STVR) pamphlet.

8. DELEGATIONS

none

9. CORRESPONDENCE

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

none

10. APPLICATIONS AND REFERRALS

10.1 GL-DVP-2015.2 (Simpson) – Staff Report

A/Planner 2 Farris provided information from Staff Report dated September 2, 2015 (File No.: GL-DVP-2015.2 (Simpson)).

Trustees discussed the following:

- There being no ecosystem issues;
- There being no objection from the neighbours, including Lot 26;
- Process and future landowners.

GL-2015-065

It was MOVED and SECONDED,

THAT, Galiano Island Local Trust Committee Development Variance Permit GL-DVP-2015.2 (Simpson) be approved.

CARRIED

10.2 GL-DVP-2011.4 – Covenant Removal Memo

A/Planner 2 Farris provided information from Memorandum dated August 27, 2015 (File No.: GL-DVP-2011.4 (Selkirk)).

GL-2015-066

It was MOVED and SECONDED,

THAT, the Galiano Island Local Trust Committee agrees to discharge covenant CA2563404 from Lot A, District Lot 15, Galiano Island, Cowichan District, Plan 35729 and that the Chair be authorized to sign on behalf of the Galiano Island Local Trust Committee.

CARRIED

10.3 GL-RZ-2013.1 (Landworks) – Memo

A/Planner 2 Farris provided information from Memorandum dated September 2, 2015 (File No.: NP-RZ-2013.1 (Landworks)).

Trustees discussed the following:

- Whose responsibility it is to find a covenant holder(s);
- Process being unsettling;
- Proposed covenant being different from the one presented at the Public Hearing (PH);
- Application and elections timeline(s);
- It being ideal for all information to be finalised prior to a PH;
- This being a complex situation;
- Importance of community support and doing what's right;
- Document titled Forest (F3) Rezoning Applications Information Regarding the F3 Covenant;
- Requested information that would or wouldn't trigger another PH;
- Future process and next steps;
- Section 26 – Assignment of Covenant;
- Need for improved communications and a debrief of process;
- Cost recovery reasoning;
- To what extent the Trustees expect the covenant to be a template for the community versus a template for the applicant;
- Professional(s) reporting;
- Freedom of Information and Protection of Privacy Act (FOIPPA);
- Staff desire to achieve the common goal of developing an F3 template;
- Electoral and legislative process;
- Need for more information.

Applicant Bowie Keefer was in attendance and stated that he is happy to have another PH, if necessary. He commented that the covenant in question is for his family only and that he is not acting on behalf of other forest lot owners.

There was some discussion regarding Development Permit Area (DPA) 2 in relation to tree cutting and removal.

GL-2015-067

It was MOVED and SECONDED,

THAT, the Galiano Island Local Trust Committee requests staff to identify amendments that were made to the original covenant and provide rationale for the changes whilst also identifying which amendments are legally essential and why.

CARRIED

There was further discussion regarding:

- Not referring this to the APC at this point because it would trigger another PH;
- Third party covenant holder requirement;
- Intent being important and determining process.

10.4 Salt Spring Island Local Trust Committee Bylaw No. 484 Referral

GL-2015-068

It was MOVED and SECONDED,

THAT, the Galiano Island Local Trust Committee considered Salt Spring Island Local Trust Committee Bylaw No. 484 and decided Interests Unaffected by Bylaw.

CARRIED

Note: there was a break at 2:12 pm and the meeting reconvened at 2:27 pm.

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Secondary Suites & Cottages – Staff Report

A/Planner 2 Farris provided information from Staff Report dated September 1, 2015 (File No.: 6500-20-Galiano Cottage Review & Secondary Suites Projects).

Trustees discussed the following:

- Staff comments regarding project bylaws;
- Possible draft bylaw and schedule amendments.

GL-2015-069

It was MOVED and SECONDED,

THAT, Galiano Island Local Trust Committee Draft Bylaw No. 255 be amended by deleting 2.28.8.2 and 2.28.8.3.

CARRIED

GL-2015-070

It was MOVED and SECONDED,

THAT, Galiano Island Local Trust Committee Draft Bylaw No. 254 Schedule 1 be amended by deleting the word “rental” from 1 c) and 2 c).

CARRIED

GL-2015-071

It was MOVED and SECONDED,

THAT, Galiano Island Local Trust Committee Draft Bylaw No. 254 Schedule 1 be amended by deleting 3 “i).

CARRIED

GL-2015-072

It was MOVED and SECONDED,

THAT, Galiano Island Local Trust Committee Draft Bylaw No. 242, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2013” be given First Reading.

CARRIED

GL-2015-073

It was MOVED and SECONDED,

THAT, Galiano Island Local Trust Committee Draft Bylaw No. 243, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 2, 2013" be given First Reading.

CARRIED

GL-2015-074

It was MOVED and SECONDED,

THAT, Galiano Island Local Trust Committee Draft Bylaw No. 254, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 3, 2015" as amended be given First Reading.

CARRIED

GL-2015-075

It was MOVED and SECONDED,

THAT, Galiano Island Local Trust Committee Draft Bylaw No. 255, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 3, 2015 " as amended be given First Reading.

CARRIED

GL-2015-076

It was MOVED and SECONDED,

THAT, the Galiano Island Local Trust Committee review the Islands Trust Policy Statement Directives Only Checklist and determine that Bylaw No. 242 and Bylaw No. 243 is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

GL-2015-077

It was MOVED and SECONDED,

THAT, the Galiano Island Local Trust Committee review the Islands Trust Policy Statement Directives Only Checklist and determine that Bylaw No. 254 and Bylaw No. 255 is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

GL-2015-078

It was MOVED and SECONDED,

THAT, the Galiano Island Local Trust Committee directs staff to schedule a Community Information Meeting and Public Hearing for Proposed Bylaw Nos. 242, 243, 254, and 255.

CARRIED

11.2 Contractor Yards – Staff Report

A/Planner 2 Farris provided information from Staff Report dated September 3, 2015 (File No.: 6500-20-Contractor Yards).

Trustees discussed the following:

- Referral comments;
- Possible draft bylaw and schedule amendments.

GL-2015-079

It was MOVED and SECONDED,

THAT, Galiano Island Local Trust Committee Draft Bylaw No. 253 Schedule 1, 1 d) fourth bullet point be amended by replacing “9 metres” with “5 metres” unless rationale can be provided for the increase in height.

CARRIED

GL-2015-080

It was MOVED and SECONDED,

THAT, Galiano Island Local Trust Committee Draft Bylaw No. 253 Schedule 1, 1 d) sixth bullet point be amended by replacing “stream or the sea;” with “stream, the sea or a well;”.

CARRIED

GL-2015-081

It was MOVED and SECONDED,

THAT, Galiano Island Local Trust Committee Proposed Bylaw No. 253 Schedule 1, 1 d) be amended by adding additional bullet point “Potential for leaching of undesirable contaminants must be addressed;” after the sixth bullet point.

CARRIED

GL-2015-082

It was MOVED and SECONDED,

THAT, Galiano Island Local Trust Committee Proposed Bylaw No. 253 Schedule 1, 1 a) be amended by adding “,” after “trades”, deleting “and” after “business” and replacing “unit;” with “unit and exceeds the home occupation regulations;”.

CARRIED

GL-2015-083

It was MOVED and SECONDED,

THAT, Galiano Island Local Trust Committee Proposed Bylaw No. 253 be amended.

CARRIED

GL-2015-084

It was MOVED and SECONDED,

THAT, Galiano Island Local Trust Committee Proposed Bylaw No. 253, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 2, 2015” as amended be given Second Reading.

CARRIED

GL-2015-085

It was MOVED and SECONDED,

THAT, the Galiano Island Local Trust Committee directs staff to schedule a Community Information Meeting and Public Hearing for Proposed Bylaw No. 253 to be held in conjunction with the Secondary Suite and Cottage Review Projects.

CARRIED

GL-2015-086

It was MOVED and SECONDED,

THAT, the Galiano Island Local Trust Committee review the Islands Trust Policy Statement Directives Only Checklist and determine that Proposed Bylaw No. 253 is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

12. REPORTS

12.1 Work Program Reports

12.1.1 Top Priorities Report Dated September 2015

Provided for information.

12.1.2 Projects List Report Dated September 2015

Provided for information.

12.2 Applications Report Dated September 2015

A/Planner 2 Farris provided information.

Regarding Crystal Mountain: they are working hard to amend their proposal and are hiring a hydrologist for a hydrologist report; they are planning to move their entrance to Devina Drive; and they are planning to condense development areas.

12.3 Trustee and Local Expense Report Dated August 2015

Provided for information.

12.4 Adopted Policies and Standing Resolutions

Provided for information.

12.5 Local Trust Committee Webpage

The Galiano Island Local Trust Committee webpage can be found at:
www.islandstrust.bc.ca/galiano

The following item(s) will be posted to the website:

- Document titled Forest (F3) Rezoning Applications Information Regarding the F3 Covenant.

No other specific updates were made; routine items will be updated as necessary.

A/Planner 2 Farris mentioned that it is now possible for the public to subscribe to a Galiano LTC e-mail list.

12.6 Chair's Report

Chair Busheikin reported that: page numbering inconsistencies are a frustration and eSCRIBE is being reviewed; the Financial Planning Committee (FPC) is doing good work and understaffing was identified as a reason for budget increases over the past 15 years; the Executive Committee (EC) is busy getting ready for Trust Council (TC), which is taking place on Bowen Island from September 15-17, 2015; she has encouraged Trustees to develop motions and add input to the Strategic Plan for TC; the Chief Administrative Officer (CAO) hiring committee is doing interviews; three members of TC will attend the Union of BC Municipalities (UBCM) convention; at UBCM, the EC Chair will meet with Hon. Todd Stone, Minister of Transportation and Infrastructure (MoTI) regarding a bridge feasibility study to Gabriola Island; and at UBCM, a motion will be discussed regarding the Islands Trust created Natural Area Protection Tax Exemption Program (NAPTEP) being offered throughout British Columbia (BC).

12.7 Trustee Report

Trustee Harris reported that: it was a quiet summer at the office; TC on Bowen Island from September 15-17, 2015 has many important issues on the agenda, including what to do if Salt Spring Island (Salt Spring) votes to become a municipality and options regarding the future of the Islands Trust office in Victoria and delivery of services; and Trustees have been invited to attend an oil spill response and preparedness meeting in Sidney, together with San Juan County Commissioners.

Trustee Pottle reported that: she attended a Local Planning Committee (LPC) Meeting; she will attend a Mayne Island Conservancy oil spill response and preparedness meeting; she is frustrated with the Strategic Plan and would prefer it to be about Trustees banding together as a united group to formulate solutions and positions to address issues such as aquaculture on Denman Island, Gambier Island logging and a potential bridge to Gabriola Island and beyond; she has had many conversations with members of the community; and she has been attending to regular business and office hours.

Trustee Harris thanked the Advisory Planning Commission (APC) for their hard work.

There was some discussion regarding Trustees schedules.

12.8 Trust Fund Board Report Dated August 2015

Provided for information.

13. NEW BUSINESS

13.1 2015-16 LTC Budget Requests - Memo

Chair Busheikin provided information.

GL-2015-087

It was MOVED and SECONDED,

THAT, the Galiano Island Local Trust Committee approve and forward the Draft 2016-17 Local Trust Committee Project Budget Request to the Financial Planning Committee as presented.

CARRIED

13.2 Support Letter for Beacon Wireless

A/Planner 2 Farris provided information from Memorandum dated September 11, 2015.

Trustees discussed the following:

- Proposed template letter;
- Broadband on Galiano;
- Infrastructure implementation challenges;
- Preference to receive a requesting letter and specific information directly from Beacon Wireless, including a copy and/or summary of their grant application.

Chair Busheikin commented that this could be addressed via Resolution Without Meeting (RWM), if needed.

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for October 5, 2015 at the South Galiano Community Hall

The meeting is scheduled as stated.

15. TOWN HALL

Brad Lockett asked if Beacon Wireless would be installing their equipment on Stockade Hill and stated concern with process relating to the proposed covenant(s) for GL-RZ-2013.1 (Landworks), which is supposed to be a community template.

Chair Busheikin responded that the LTC has requested more detailed information from Beacon Wireless.

Ken Millard stated support for oil spill response and preparedness meetings between the Southern Gulf Islands and San Juan County and asked if the meetings are public.

Trustee Harris responded that he would look into it and Chair Busheikin noted that the meetings aren't being organised by the Islands Trust.

Debbie Holmes stated support for today's newly scheduled public hearings and community information meetings being held during a regular business meeting.

GL-2015-088

It was MOVED and SECONDED,

THAT, the Galiano Island Local Trust Committee directs staff to schedule today's newly scheduled Public Hearing's and Community Information Meeting's for a regular business meeting.

CARRIED

16. CLOSED MEETING (Distributed Under Separate Cover)

16.1 Motion to Close the Meeting

GL-2015-089

It was MOVED and SECONDED,

THAT, the Galiano Island Local Trust Committee meeting be closed to the public in accordance with the Community Charter, Part 4, Division e, s. 90(1) (a) (d) for the purpose of considering:

- Adoption of In-Camera Meeting Minutes Dated May 4, 2015:
- Appointment of Board of Variance Members.

AND that the recorder and staff attend the meeting.

CARRIED

Note: the public was asked to adjourn at 4:05 pm.

See separate In Camera Meeting Minutes dated September 14, 2015.

16.2 Recall to Order

The meeting was recalled to order at 4:08 pm.

16.1 Rise and Report

Chair Busheikin reported that the LTC re-appointed Priscilla Ewbank, Sara Steil, and Jim Petrie to the Board of Variance for a period of three years.

17. ADJOURNMENT

By general consent the meeting was adjourned at 4:09 pm.

Laura Busheikin, Chair

Certified Correct:

David Millership, Recorder



Follow Up Action Report w/ Target Date

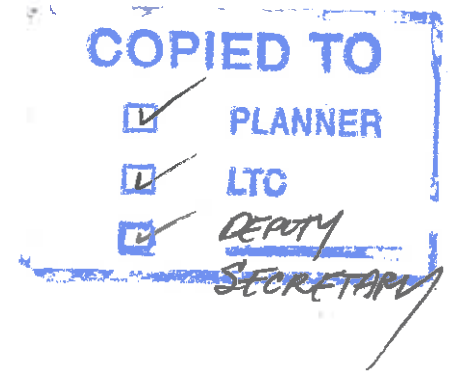
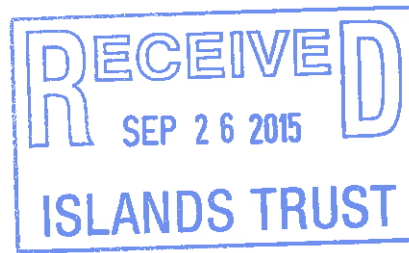
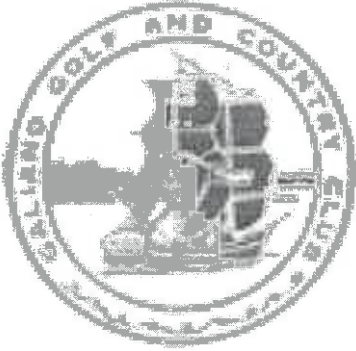
Galiano Island Jun-01-2015

No.	Activity	Responsibility	Target Date	Status
1	Staff to mail letter and STVR pamphlet to open STVR enforcement files and advertised STVRs.	Warren Dingman Kim Farris Lori Foster	Jul-03-2015	On Going
2	Staff to mail DPA information to Galiano fire department, arborists, and contractors.	Kim Farris Lori Foster	Jul-31-2015	On Going

Sep-14-2015

No.	Activity	Responsibility	Target Date	Status
3	GL-DVP-2015.2 (Simpson) Approved.	Sharon Lloyd-deRosario	Oct-02-2015	Done
4	GL-RZ-2013.1 (Landworks) 1. Staff to draft report identifying amendments and provide rationale for changes made to PH draft covenant & identify which amendments are legally essential. 2. Staff to post factual covenant information to GL website.	Kim Farris Robert Kojima	Oct-02-2015	On Going
5	SS LTC Bylaw No. 484 Referral - Interests Unaffected.	Sharon Lloyd-deRosario	Sep-25-2015	Done
6	Secondary Suites 1. Staff to amend proposed Bylaw Nos. 254 & 255 as requested by LTC. DONE 2. Bylaw Nos. 254 & 255 given First Reading as amended. DONE 3. Schedule CIM/PH for Nov 2, 2015 LTC meeting.	Kim Farris Sharon Lloyd-deRosario	Oct-02-2015	Done

7	Cottage Review 1. Bylaw Nos. 242 & 243 given First Reading. 3. Schedule CIM/PH for Nov 2, 2015 LTC meeting in conjunction with Secondary Suites & HB Contractor Yards Project.	Kim Farris Sharon Lloyd-deRosario	Oct-02-2015	Done
8	Home-based Contractor Yards 1. Staff to amend proposed Bylaw No. 253 as requested by LTC. DONE 2. Bylaw No. 253 given Second Reading as amended. 3. Schedule CIM/PH for Nov 2, 2015 LTC meeting.	Kim Farris Sharon Lloyd-deRosario	Oct-02-2015	Done
9	Staff to post F3 Application Guidelines to GL website.	Lori Foster	Oct-02-2015	Done
10	Staff to forward the approved draft 2016-2017 LTC Project Budget Request to FPC.	Robert Kojima	Oct-02-2015	On Going
11	Staff to circulate Beacon Wireless Grant Application to GL LTC	Kim Farris	Oct-02-2015	Done
12	Re-appointment of 3 BOV members approved. (SLD portion Done) Letters sent LF	Lori Foster Sharon Lloyd-deRosario	Sep-25-2015	Done



Galiano Golf and Country Club

To: Galiano Island Local trust Committee

From: John Hatch, President

Subject: **Galiano Island Land Use Bylaw No. 127** - Prohibited Signage on a highway or roadway

16. SIGN REGULATIONS - Permitted Signs - Commercial Zones

We are a not for profit business, employing Galiano Island residents and providing recreation pleasure for island residents and tourists . We are located at 24 St Andrews Cres.

As an island local business we are struggling to balance expenses with revenue. During non - peak seasonal periods, we offer an honor system of payment for use of the Galiano Island Golf Course facility.

As a Galiano Island not for profit society, we are seeking your guidance and assistance.

Our society's ability to provide tourism "island visitors" direction to our golf course is restrictive due to the Islands signage regulations.

This past year I met with a local trustee and offered what might be an effective solution for many island business .

Bowen Island offers its local island business, community residents and tourists alike, directional signage using white 6" by 6" by 10 ' cedar posts and attached white wooden directional

arrows which display the community amenity or business name.

Examples: Museum, library, Park, Boat launch, Hotel, Restaurant, Shopping, Health Care, Saturday Market, Golf Course etc.

The sign posts are strategically located adjacent the island main road systems, offer direction and are very tasteful.

These direction sign posts eliminate the use of sandwich boards along road ways.

Additional community emergency volunteer service offering : Our Golf Course facility also offers a life safety "Automatic External Defibrillator" for visitors and local resident emergency usage.

I am willing to meet the Island Trust local committee members to discuss a solution to a growing problem for our Island residents, business community and tourism.

Please help us help you.

Sincerely,

John Hatch.

President, Galiano Golf and Country Club.

Address:

[REDACTED]

Galiano Island, BC

[REDACTED]

Phone:

Cell:

[REDACTED]

Enclosed please see information provided from the Bylaw Enforcement Officer, Mr. T. Loo.

Good afternoon Mr. Hatch,

I just wanted to send you a quick email. I am the new Bylaw Officer for Islands Trust responsible for the Salt Spring and Galiano Islands. I've inherited the golf course file.

I'm going through many of our old files and reviewing them for compliance, as I am wishing to conclude what I can.

Firstly, I'd like to say thank you for the payments and compliance with the compliance agreement you sent to Islands Trust. I was on Galiano Island and noticed the large signs were removed. The only remaining issue that I can see are the remaining signs at the intersection of Porelier Pass and Ellis Road.

http://www.islandstrust.bc.ca/media/313271/bylaw-no-127_lub_consolidated_nov-27-2014.pdf

The Galiano Bylaw #127 permits signs that are up to an area of 1.2 metres that are mounted to a building or one sandwich board near your premises. The Bylaw prohibits signage on a highway right of way, which I believe those ones are. I can appreciate that you may want to have some directions to get to the Golf Club. When I spoke of this issue with the Planner – Ms. Kim Farris, there may be some kind of Development Variance Application for you to “relax” the regulations.

I would ask that you contact her to make some enquiries as to what may suit your needs.

For now, I must keep this file as “open”, but I will suspend further actions with regards to enforcement to give you some time to consider your options with Ms. Farris. I will contact you in a month's time to review this status.

Sincerely,

Thomas Loo

Thomas Loo

Bylaw Enforcement Officer

Islands Trust

Salt Spring Office: #1-500 Lower Ganges Rd, Salt Spring Island, BC, V8K 2N8

Direct: [250-538-5605](tel:250-538-5605) Bylaw Office: [1-250-405-5175](tel:1-250-405-5175) Email:

TLoos@islandstrust.bc.ca<<mailto:TLoos@islandstrust.bc.ca>>

History – bylaw fine received and paid in full, October , 2014

From: John Hatch

Sent: Tuesday, September 1, 2015

To: Thomas Loo

Subject: Re: Galiano Golf Club Signage

Good morning sir,

Thank you for the information. As a local not for profit society our intentions are to follow the island bylaws.

Our organization will contact Ms. Farris this week.

I did speak to this issue with a local trustee soon after paying last year's fine. I offered a solution at that time.

We are not in a financial position to continue paying bylaw fines.

Sincerely,

John Hatch
President, GGCC society.

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Thomas Loo

Sent: Monday, August 31, 2015 5:02 PM

To: John Hatch

Cc: Kim Farris

Subject: Galiano Golf Club Signage

Enquiry BC – Toll free call 1-800-663-7868
Or from the lower mainland call 604-660-2421

Websites: www.islandstrust.bc.ca<<http://www.islandstrust.bc.ca/>> |
www.islandstrustfund.bc.ca<<http://www.islandstrustfund.bc.ca/>>
Preserving Island communities, culture and environment since 1974

www.islandstrust.bc.ca<<http://www.islandstrust.bc.ca/>>

Signage located on Galiano private property is regulated in the Galiano Island Land Use Bylaw (LUB). Any changes to the LUB would require direction for the Galiano Island Local Trust Committee (LTC). Furthermore, signage on road right-of-ways is regulated by MOTI which is beyond the Islands Trust jurisdiction.

I recommend writing a letter to the LTC outlining your concerns and a specific requests. This letter can then be placed on a LTC meeting for discussion. Feel free to email the letter to myself for distribution.

Regards,
Kim Farris
A/Planner 2
Islands Trust
200 – 1627 Fort Street
Victoria, BC V8R 1H8
Office: (250) 405-5194 Fax: (250) 405-5155 Enquiry BC Toll-Free 1-800-663-7867 Or from the lower mainland (604) 660-2421



Islands Trust

BYLAW REFERRAL FORM

1-500 Lower Ganges Road
Salt Spring Island, BC BC V8K 2N8
Ph: (250) 537-9144
Fax: (250) 537-9116
ssiinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Salt Spring Island Trust Area **Bylaw No.:** 483 **Date:** September 16, 2015

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 in the fall of 2015.

APPLICANTS NAME / ADDRESS:

1449 Fulford-Ganges Road, Salt Spring Island, BC

PURPOSE OF BYLAW:

To amend Salt Spring Island Land Use Bylaw No. 355 cited as "Salt Spring Island Land Use Bylaw, 1999" by adding a new Industrial 2 zone Variation (b) – In2(b) and a definition for an "Abattoir".

GENERAL LOCATION:

Salt Spring Island

LEGAL DESCRIPTION:

PID 001-383-001 - Lot 2, Section 78, South Salt Spring Island, Cowichan District, Plan 29468

SIZE OF PROPERTY AFFECTED:

3.32 Hectares

ALR STATUS:

Adjacent to ALR Land

OFFICIAL COMMUNITY PLAN DESIGNATION:

Rural Neighbourhood

OTHER INFORMATION:

This proposed bylaw amendment will change the zoning classification of a portion of the above noted parcel from Industrial 2 Zone to the proposed Industrial 2 Zone Variation (b) – In2(b), which will permit an abattoir on the site. Please see Staff Report dated August 20, 2015 and Proposed Bylaw No. 483 at 2nd Reading for further details.

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: _____
Title: _____

This referral has been sent to the following agencies:	
<u>Provincial Agencies</u> Agricultural Land Commission Ministry of Agriculture BC Assessment Authority Ministry of Environment Office of the Provincial Health Officer	<u>Regional Agencies</u> Vancouver Island Health Authority
<u>First Nations</u> Te'Mexw Treaty Association Hul'qumi'num Treaty Group (for information only) Pauquachin First Nation Malahat First Nation Tsartlip First Nation Tsawout First Nation Tsawwassen First Nation Tseycum First Nation Chemainus First Nation Cowichan Tribes Halalt First Nation Lake Cowichan First Nation Lyackson First Nation Penelakut First Nation Semiahmoo First Nation	<u>Adjacent Local Trust Committees and Municipalities</u> Galiano Island Local Trust Committee Mayne Island Local Trust Committee North Pender Island Local Trust Committee Thetis 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

Salt Spring Island Trust Area
(Island)

(Signature)

(Date)

483
(Bylaw Number)

(Title)

(Agency)

PROPOSED

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 483

**A BYLAW TO AMEND “SALT SPRING ISLAND LAND USE BYLAW, 1999,” BEING
BYLAW NO. 355**

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

Salt Spring Island Local Trust Committee Bylaw No. 355, cited as “Salt Spring Island Land Use Bylaw, 1999”, is amended as follows:

1. By adding the following definition to Section 1.1 – Definitions:

“abattoir” means *buildings or structures* used for the processing of *farm products* that involves the handling, slaughter, cutting, wrapping and storage of processed livestock.

2. By adding to Subsection 9.7.5 – Exceptions in Particular Locations, the following new Industrial 2 Zone Variation (b) – In2(b):

“Zone Variation – In2(b)

- (9) The following additional *use* is permitted:

- (a) *Abattoir.*

- (10) The following size and siting regulations apply to lands zoned In2(b):

Despite the setback regulations for the In2 zone in Subsection 9.7.2 – Size Siting and Density of Permitted Uses, Building and Structures, no *abattoir* may be located within the following setbacks from *lot lines, zone boundaries* or road access easements:

- | | | |
|-----|---|-------------|
| (a) | Setback from <i>front lot line</i> : | 15 metres. |
| (b) | Setback from <i>interior side lot line</i> : | 7.5 metres. |
| (c) | Setback from non-industrial
<i>zone boundaries</i> : | 15 metres. |

- (11) Combined mass of livestock in all *confined livestock areas* shall not exceed 4550 kilograms at any one time.”

And by making such consequential numbering alterations to effect this change.

Date: September 24, 2015

File No.: 6500-20-Galiano
Cottage Review &
Secondary Suites
Projects

To: Galiano Island Local Trust Committee
For the meeting of October 5, 2015

From: Kim Farris,
A/Planner 2

CC: Robert Kojima,
Regional Planning Manager

**Re: Secondary Suite – Proposed Bylaw Nos. 254 (OCP) & 255 (LUB)
Cottage Review – Proposed Bylaw Nos. 242 (OCP) & 243 (LUB)**

The purpose of this report is to review the proposed bylaws for the Cottage Review and Secondary Suite Projects for amendment and further readings. The staff report will also to outline the project's next steps for the Galiano LTC's (Local Trust Committee) consideration.

Cottage Review Bylaws

The proposed OCP Amendment Bylaw No. 242 and proposed LUB Amendment Bylaw No. 243 were given First Reading at the September 14, 2015 regular LTC meeting. The bylaws are attached for LTC's review and consideration for Second Reading. At this time, staff are not proposing any amendments to the Cottage Review Bylaw Nos. 242 and 243.

Secondary Suite Bylaws - STVRs

At the regular Galiano Island LTC meeting on September 14, 2015, the LTC amended the Secondary Suite Project Bylaw Nos. 254 and 255 and then gave First Reading. The LTC's intent was to permit Short Term Vacation Rentals in secondary suites, and the amendments were made at the meeting without staff review or analysis. Upon reviewing the amendments, staff have identified some technical and policy issues with the amendments made to Bylaws 254 and 255. This report will review the amendments, identify concerns, present options, and provide recommendations.

Amendments

The LTC amended Bylaw 254 (OCP amendment) to:

1. Delete the word “rental” from proposed policies in the Residential and Agricultural sections. The intent was to not limit the purpose of suites to just rental housing, but to extent it other types of housing (e.g. caregivers, family, etc.) and to permit vacation rentals.
2. To delete the TUP guideline that would not support issuance of TUPs for vacation rentals in secondary suites

The LTC amended Bylaw 255 (LUB amendment) to:

1. Delete from the proposed home occupation provisions, prohibitions on vacation rentals and bed and breakfasts in secondary suites.

Issues

Staff have identified several issues with the way the amendments, outlined as follows:

1. Policy: the intent of the project, as identified in the Project Charter, is to “[increase] affordable housing through the means of secondary suites.” Allowing secondary suites to be used outright for vacation rentals may be inconsistent with this objective. First, a secondary suite could be constructed and used solely for vacation rental uses and never be made available for housing. Second, a secondary suite that is available for rental housing at a one point, may be converted to vacation rental use, resulting in a loss of affordable housing.
2. OCP amendment: the amendment to the OCP removed the word “rental” from the policy, however alone this does not provide policy support for allowing vacation rentals: the policy still states that the intent is to provide housing options, vacation rentals would not be considered housing, but would be an accessory commercial use.
3. LUB amendment: the amendment to proposed Bylaw 255 struck out a prohibition on vacation rentals in secondary suites as a home based business; however, it may not have the effect of permitting vacation rentals when reading the bylaw in its entire context:
 - The definition of “short term vacation rental” establishes that it is the use of a dwelling or cottage for temporary commercial accommodation. Bylaw 255 would define a secondary suite as dwelling unit located within a principal dwelling and secondary suites are being added as an additional use in each zone. As a secondary suite would be defined as distinct from both a dwelling and a cottage, consequently in order to be clear that it could be used as a vacation rental the definition of Short Term Vacation Rental should have been amended as well, and section 3.13.3 (Home Occupations) should also have been amended as it only addresses vacation rentals in a dwelling or cottage.

In summary: STVRs were a Top Priority Project that was addressed by last term’s LTC with the intent of providing short term visitor accommodation on Galiano Island. Visitor accommodation is generally defined as a commercial rental for guests staying less than 30 days in order to

support Galiano tourism. STVRs are permitted as a home occupation only if a property has more than one dwelling unit and/or cottage as the property owner or full time renter must reside on the property. If a property has only one dwelling unit, the property owner must apply for a Temporary Use Permit (TUP) to permit a commercial vacation rental.

As discussed earlier, the intent for secondary suites on Galiano is to address affordable housing either by long term rental or for family members. This differs from STVRs or visitor accommodation as secondary suites provide housing for rentals greater than 30 days (generally monthly) and would provide housing for Galiano residents and/or family members. STVRs and secondary suites are two different mechanisms to address short and long term occupancies respectively.

Options

1. Amend the bylaws to not permit vacation rentals in suites, both out-right as a home occupation or by TUP. In other words, revert to the bylaws as initially drafted and as the bylaws were presented for First Reading.
2. Amend the bylaws further to permit vacation rentals in suites. This could be achieved by:
 - i. Amending Bylaw 254 (OCP Amendment) to insert the words “and vacation rental accommodation” following “housing options” in both sections.
 - ii. Amending Bylaw 255 (LUB Amendment) to add new sections:
 - “k The definition of “short term vacation rental” is amended by inserting the words “, secondary suite” following the word “dwelling” and preceding “or cottage”.
 - l Section 3.13 (Home Occupations) is amended by inserting the words “or secondary suite” following the word “cottage” and preceding the words “the following”.
 - m Subsection 3.13.1 is amended by inserting the words “or secondary suite” following the word “cottage” and preceding the words “per lot”.
3. Amend the bylaws to not permit vacation rentals in suites out-right as a home occupation, but provide guidelines to consider allowing secondary suites by TUP. The amendments are outlined in the following table:

Proposed Amendment	Purpose	Staff Comments
Bylaw 254 (OCP Amendment): 3. Section VII (Temporary Use Permits), Subsection 2 (objectives), article (iii) is amended by inserting a new policy (i) as follows: “(i) The LTC may may consider issuance of a temporary use permit for a Commercial	To provide a guideline for consideration of STVR use in secondary suites by TUP	If STVR use is not permitted outright in secondary suites, the property owner would have the option to apply for a TUP in order to permit the vacation rental in a secondary suite for a period of three years, with the option to extend the permit for an additional three years. This also provides the opportunity for the LTC to consider if the use of the suite as a vacation would detract from

Vacation Rental in a secondary suites where it would not reduce the stock of affordable rental housing.”		affordable rental housing on the island.
Bylaw 255 (LUB Amendment) Re-insert the following regulation to the secondary suite section: -“2.28.8.2 no short term vacation rentals are permitted.”	Restricts the out-right use of STVRs in secondary suites in the LUB.	The proposed regulation would not permit a property owner to operate a STVR within a secondary suite as a home occupation. As per the LUB Home Occupation regulations, a STVR would only be permitted if the property has multiple dwellings and/or a cottage.

Staff Comments

Staff are recommending the third option: that vacation rentals in secondary suites only be considered by TUP. This would be consistent with the intent of permitting suites in order to provide housing options, but would also not preclude the use of suites for vacation rentals entirely. The TUP approach would ensure that where an owner does want to use a suite for vacation rentals, the LTC can at least consider if it will result in the loss of rental accommodation on a case-by-case basis. The bylaws with the recommended amendments are attached.

Next steps

Staff are in the process of scheduling a Community Information Meeting and Public Hearing for all three Top Priority Projects (Cottage Review, Secondary Suites, and Home-based Contractor Yards) for the regular Galiano LTC meeting on November 2, 2015 as requested by the LTC.

The trustees should review the draft bylaws revisions and ensure they meet the LTC's intent. The following are next steps for the LTC's consideration:

- Give Second Reading to proposed Bylaw Nos. 242 and 243 (Cottage Review);
- Amend proposed Bylaw Nos. 254 and 255 (Secondary Suites) and give Second Reading;

Staff are recommending the LTC give Second Reading to the Cottage Review proposed Bylaw Nos. 242 and 243. Staff are also recommending the LTC amend the Secondary Suites proposed Bylaw Nos. 254 and 255 as attached and give the Bylaws Second Reading. The recommended amendments would strengthen the intent for each housing mechanism (STVR and Secondary Suites) to provide a form of short term and long term housing options respectively.

RECOMMENDATIONS:

1. THAT the Galiano Island Local Trust Committee give Second Reading to Draft Bylaw No. 242, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2013”.

2. THAT the Galiano Island Local Trust Committee give Second Reading to Draft Bylaw No. 243, cited as "Galiano Island Land Use Bylaw No. 1 27, 1999, Amendment No. 2, 2013".
3. THAT Galiano Island Local Trust Committee amend proposed Bylaw No. 254 as attached.
4. THAT Galiano Island Local Trust Committee amend proposed Bylaw No. 255 as attached.
5. THAT the Galiano Island Local Trust Committee give Second Reading to Draft Bylaw No. 254, cited as Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 3, 2015 as amended.
6. THAT the Galiano Island Local Trust Committee give Second Reading to Draft Bylaw No. 255, cited as Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 3, 2015 as amended.

Prepared and Submitted by:

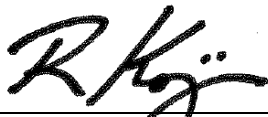


Kim Farris, A/Planner 2

Sept 24, 2015

Date

Concurred in by:



Robert Kojima
Regional Planning Manager

September 25, 2015

Date

Attachments:

Pc: Proposed Bylaw 254
Proposed Bylaw 255
Proposed Bylaw 242
Proposed bylaw 243

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

WHEREAS the Galiano Island Local Trust Committee is the Local Trust Committee having jurisdiction on and in respect of the Galiano Island Local Trust Area, pursuant to the Islands Trust Act;

AND WHEREAS Section 29 of the *Islands Trust Act* gives the Galiano Island Local Trust Committee the same power and authority of a Regional District under Part 26, except sections 932 to 937 and 939, of the *Local Government Act*;

AND WHEREAS the Galiano Island Local Trust Committee wishes to amend the Galiano Island Official Community Plan Bylaw No. 108, 1995;

AND WHEREAS the Galiano Island Local Trust Committee has held a Public Hearing;

NOW THEREFORE the Galiano Island Local Trust Committee enacts in open meeting assembled as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 3, 2015”.

2. SCHEDULES

Galiano Island Official Community Plan No. 108, 1995 is amended as shown on Schedule 1, attached to and forming part of this bylaw.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME this 14th day of SEPTEMBER , 2015.
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.
APPROVED BY THE MINISTER OF COMMUNITY, SPORT AND CULTURAL
DEVELOPMENT this day of , 20.
ADOPTED this day of , 20.

SECRETARY

CHAIRPERSON

**GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW No. 254
SCHEDULE 1**

A. Bylaw No. 108, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995” is amended as follows:

1. Section II, Subsection 1(Residential) is amended by inserting a new policy (c) as follows and re-numbering subsequent policies accordingly:

“c) Secondary suites may be permitted within principal dwellings with the intent of providing housing options. A maximum of one secondary suite, limited in floor area, shall be permitted per lot and dwellings containing secondary suites shall provide a rainwater catchment and storage system.”

2. Section II, Subsection 2 (Agriculture), policy (b) is amended by inserting a new policy (c) as follows and re-numbering subsequent policies accordingly:

“c) Secondary suites may be permitted within principal dwellings with the intent of providing housing options. A maximum of one secondary suite, limited in floor area, shall be permitted per lot and dwellings containing secondary suites shall provide a rainwater catchment and storage system.”

3. Section VII (Temporary Use Permits), Subsection 2 (Objectives), article (iii) is amended by inserting a new policy (i) as follows:

“(i) The LTC may consider issuance of a temporary use permit for a commercial vacation rental in a secondary suite where it would not reduce the stock of affordable rental housing.”

BYLAW NO. 255

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) Part 2 is amended by inserting the following as a new Section 2.28:

“Secondary Suites

2.28 Secondary suites permitted in Parts 5 and 6 are subject to the following:

- 2.28.1 One secondary suite is permitted on each lot having an area 0.4 hectares or greater.
- 2.28.2 On parcels having an area greater than 0.4 hectares and less than 4 hectares a secondary suite shall not be permitted on the parcel if a cottage has been constructed and a cottage shall not be permitted on the parcel if a secondary suite has been constructed.
- 2.28.3 A secondary suite shall not exceed 60m² (646 ft²) in floor area nor 40% of the floor area of the building in which it is located.
- 2.28.4 A secondary suite shall be entirely located within the building that contains the principal dwelling.
- 2.28.5 A secondary suite shall have an entrance from the exterior of the building separate from the entrance to the principal dwelling.
- 2.28.6 A building permit shall not be issued for a secondary suite, nor shall a secondary suite be occupied, unless the building that is to contain the secondary suite is equipped with a rainwater catchment and storage system having a capacity of at least 16,000 litres and must be capable of supplying the suite with a sufficient quantity of potable water.
Information Note: at time of building permit application, the Capital Regional District will require that a specific quantity of potable water demonstrated and that proof of adequate septic capacity be provided.
- 2.28.7 A secondary suite must not be subdivided from the principal dwelling unit under the *Land Title Act* or the *Strata Property Act*.
- 2.28.8 Home occupations are permitted in secondary suites subject to the following:
 - 2.28.8.1 no non-resident employees are permitted.
 - 2.28.8.2 no short term vacation rentals are permitted.**
- 2.28.9 A minimum of one parking space must be provided for a secondary suite.”

- b) Subsection 5.1.1 (Village Residential 1) is amended by inserting a new article 5.1.1.4 as follows:

“5.1.1.4 secondary suite”

- c) Subsection 5.2.1 (Village Residential 2) is amended by inserting a new article 5.2.1.4 as follows:

“5.2.1.4 secondary suite”

- d) Subsection 5.3.1 (Small Lot Residential) is amended by inserting a new article 5.3.1.4 as follows:

“5.3.1.4 secondary suite”

- e) Subsection 5.4.1 (Rural Residential) is amended by inserting a new article 5.4.1.4 as follows:

“5.4.1.4 secondary suite”

- f) Subsection 5.5.1 (Rural 2) is amended by inserting a new article 5.5.1.5 as follows:

“5.5.1.5 secondary suite”

- g) Subsection 5.6.1 (Rural 3) is amended by inserting a new article 5.6.1.7 as follows:

“5.6.1.7 secondary suite”

- h) Subsection 6.1.1 (Agriculture) is amended by inserting a new article 6.1.1.7 as follows:

“6.1.1.7 secondary suite”

- i) Section 17.1 (definitions) is amended by inserted a new definition 17.1.44 as follows and re-numbering subsequent subsections accordingly:

“17.1.44 “Secondary suite” means an accessory, self-contained dwelling unit, located within the principal dwelling on a lot.”

- j) Section 14.1 is amended by inserting a new subsection 14.1.16 as the final row in Table 2 as follows:

14.1.16	Secondary Suite	1 per secondary suite
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2. This bylaw may be cited for all purposes as the “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 3, 2015”.

READ A FIRST TIME this 14th day of September , 2015.
READ A SECOND TIME this day of , 201_.
PUBLIC HEARING HELD this day of , 201_.
READ A THIRD TIME this day of , 201_.
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST this
day of , 201_.
ADOPTED this day of , 201_.

DEPUTY SECRETARY

CHAIRPERSON

PROPOSED

GALIANO ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 242

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

WHEREAS the Galiano Island Local Trust Committee is the Local Trust Committee having jurisdiction on and in respect of the Galiano Island Local Trust Area, pursuant to the Islands Trust Act;

AND WHEREAS Section 29 of the *Islands Trust Act* gives the Galiano Island Local Trust Committee the same power and authority of a Regional District under Part 26, except sections 932 to 937 and 939, of the *Local Government Act*;

AND WHEREAS the Galiano Island Local Trust Committee wishes to amend the Galiano Island Official Community Plan Bylaw No. 108, 1995;

AND WHEREAS the Galiano Island Local Trust Committee has held a Public Hearing;

NOW THEREFORE the Galiano Island Local Trust Committee enacts in open meeting assembled as follows:

1. CITATION

This Bylaw may be cited for all purposes as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2013."

2. SCHEDULES

Schedule A (Policy Document) of Galiano Island Official Community Plan No. 108, 1995 is amended as indicated on Schedule 1, attached to and forming part of this amending bylaw.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME THIS	14 th	DAY OF SEPTEMBER	2015
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

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

SCHEDULE 1

- A. Bylaw No. 108, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995” is amended as follows:
1. By amending Section 5.3, Visitor Accommodation policy d)(iii) by deleting the word “cottages” and replacing it with the word “cabins.”
 2. By amending the definition of ‘Cottage’ in Part 9 (Definitions) by deleting the word “total” and replacing it with the word “limited” and deleting the words “of 60 square metres (645 square feet) or less”.

PROPOSED

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) Section 2.5 is amended by deleting the words “or one storey” and by inserting “cottages,” such that it reads: ‘Accessory buildings and structures must not exceed a height of 5 metres, except that cottages, agricultural buildings and structures and those used for timber production and harvesting must not exceed a height of 9 metres.’
 - b) Section 2.7 is amended by replacing the word “2.7” with “2.8” such that it reads: ‘2.8 The height of non-transparent fences must not exceed 1.8 metres (5.9 feet) in any required setback.’
 - c) Section 2.6 is amended by replacing the word “2.6” with “2.7” such that it reads: ‘2.7 The height limits set out in this section do not apply to any radio or television antenna, flag pole, lighting pole, utility pole, water storage tank, chimney, church spire, farm silo, wind turbine, roof top mounted solar panels or windmill.’
 - d) Add a new Section 2.6 such that it reads: ‘2.6 Accessory buildings and structures must not exceed one storey in height, except for cottages.’
 - e) Section 2.9 is amended by replacing the words “60 square metres” with “70 square metres”
 - f) Section 2.10 is amended by replacing the words “60 square metres” with “70 square metres.”
 - g) An information note is inserted following Section 2.11 as follows:

“Information Note:
Potable Water Standard 13.22 establishes that a building permit shall not be issued for a new building to be used as a dwelling, including a cottage, in the water management area depicted on Schedule C unless the building is equipped with a cistern for the storage of rainwater having a capacity of at least 16,000 litres.”
 - h) Section 9.3.2 is amended by deleting the word “cottages” and replacing it with the word “cabins.”
 - i) The table following Subsection 9.3(A).3 is amended by deleting the word “Cottages” in the second row and replacing it with the word “Cabins.”
 - j) Section 13.22 is amended by inserting the word “new” following the first instance of the word “a” and preceding the word “building” and by inserting the words “, including a cottage,” following the word “dwelling” and preceding the word “in.”

- k) Table 2 in Section 14.1 is amended by deleting the word “cottage” in row 14.1.8 and replacing it with the word “cabin.”
- l) Subsection 17.1.10 is amended by deleting the words “floor area that does not exceed 60 square metres except as provided in s. 2.9” and replacing it with the words “limited floor area” such that it reads: ““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 limited floor area.’
- m) Subsection 17.1.41 is amended by deleting the word “cottages” and replacing it with the word “cabins.”
- n) Subsection 17.1.49 is amended by deleting the word “cottage” and replacing it with the word “cabin.”

- 2. 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	14 th	DAY OF	SEPTEMBER	2015
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



Top Priorities

Galiano Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Secondary Suite Review	To research potential issues and options for secondary suites on Galiano Island.	Feb-02-2015	Kim Farris	Feb-02-2016	On Going
2	Cottage Regulations Review	To review cottage regulations in the Galiano Island Land Use Bylaw with respect to height and maximum floor area. Also to review cottage definition and policies in the Galiano Island Official Community Plan.	Feb-02-2015	Kim Farris	Feb-02-2016	On Going
3	Home-based Contractors	To look at options of permitting contractor yards	Feb-03-2014	Kim Farris Robert Kojima	Nov-30-2015	On Going

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	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
3	Dock Review	Review issues regarding docks and new shoreline information and whether changes are required to the LUB.	Nov-18-2013	On Going
4	Parking Issues	Issue for 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
5	Bike Trails and Camping	Letter dated July 8, 2013 received from Galiano Parks and Recreation Commission regarding bike safety on Galiano roads (See Transportation policy U of Section 1.1) and for the allowance of non-commercial camping on private lots.	Jul-15-2013	On Going
6	Ocean Based Geo-Exchange Systems	Review of regulations for geo-thermal exchange use.	Nov-18-2013	On Going
7	Information Note Addition	Add in Information Note on Archeological Sites under General Regulations	Nov-18-2013	On Going
8	Light Industrial Zoning	A review and inventory assessment of existing and potential light industrial zones.	Nov-18-2013	On Going

9	Land Use Bylaw Amendments	To review LUB for: any technical/administrative bylaw amendments (e.g. definition references and numbering), shoreline zoning wording, crown lot rezonings, and review park zoning (specifically to allow stairs in setbacks).	Jul-07-2014	On Going
10	Community Benefit Review for Forest Lands	Staff to prepare preliminary report for new LTC	Sep-08-2014	On Going
11	Consider amendments to re-designate and rezone crown owned Forest lots.- Bylaws 231, 232 at First Reading	re-refer to FLNRO for comment		On Going
12	Telecommunication Strategy	To consider a telecommunication strategy to address cell tower policies and procedural guidelines.	May-12-2015	On Going



Applications w/ Status - Galiano Island Status: Open

Applications

Board of Variance

File Number	Applicant Name	Date Received	Purpose
GL-BOV-2015.1	DON ROBSON	Sep-23-2015	120 ARBUTUS POINT RD Requesting variance for septic tank/field and proposed cottage.

Planner: Kim Farris

Planning Status

Status Date: Sep-25-2015

opened file, sent to BOV, processed fee, gave to planner

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GL-DVP-2015.3	REINA BLACK	Sep-07-2015	162 HIGHLAND RD To install a sewage treatment plant.

Planner: Kim Farris

Planning Status

Status Date: Sep-24-2015

Opened file. Application originally received as a DP, changed to a DVP. Processed fees, updated LTC, applicant, and finance dept about application type change

Rezoning

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2011.1	Galiano Land and Community Housing c/o Tom Hennessy	Oct-06-2011	Rezone Agriculture and Residential to Community Facility-Affordable housing.

Planner: Robert Kojima

Planning Status

Status Date: Feb-20-2015

summary of proposed approach received, update for March 3rd LTC meeting

Status Date: Feb-02-2015

applicants state they are no longer proceeding with RHTF application. Will provide detailed summary of proposed changes

Status Date: Jan-21-2015

applicants withdrawing RHTF application

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2013.1	Landworks Consultants Planner: Kim Farris	Apr-16-2013	DL 79 - To amend the OCP and LUB to permit a rezoning to F3, RR, NP from an F1 zoned lot.

Planning Status

Status Date: Aug-19-2015

Staff & LTC reviewing sustainable forestry covenant.

Status Date: Jun-17-2015

Draft Sustainable Forestry covenant sent for legal review.

Status Date: May-28-2015

Approval received from Minister's office for Bylaw 244.

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2014.1	Crystal Mountain Society Planner: Kim Farris	Oct-28-2014	20300 PORLIER PASS RD To allow for year round use of the Forest Retreat Centre

Planning Status

Status Date: Aug-26-2015

Applicant amending proposal to address APC and LTC comments

Status Date: Jun-16-2015

Application referred to the APC

Status Date: May-21-2015

Requested material from applicant received.

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2015.1	Galiano Conservancy Association	Feb-25-2015	006-620-965 ELLIS RD Change land use designation in OCP from Rural to Nature Protection and LUB from Rural 2 to Nature Protection

Planner: Phil Testemale

Planning Status

Status Date: Jul-15-2015

EC approved bylaws. OCP amendment sent to Minister for approval.

Status Date: Jun-25-2015

CIM & Public Hearing scheduled for July 6, 2015

Status Date: Apr-22-2015

Forwarded to EC May 13, 2015 agenda for sponsorship consideration

Subdivision

File Number	Applicant Name	Date Received	Purpose
GL-SUB-2013.1	Kelly Gesner, Landworks Consultants	Nov-29-2013	4150 BODEGA BEACH DR To create a conventional subdivision of 7 lots including remainder.

Planner: Kim Farris

Planning Status

Status Date: Aug-13-2015

PLA extension granted by MOTI

Status Date: Nov-24-2014

SD file on hold until zoning amendment bylaws are adopted

Status Date: Sep-08-2014

10 percent waiver approved by LTC

Islands Trust
 LTC EXP SUMMARY REPORT F2016
 Invoices posted to Month ending September 2015

625 Galiano	Invoices posted to Month ending September 2015	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-625	LTC "Trustee Expenses"	750.00	0.00	750.00
LTC Local				
65200-625	LTC - Local Exp - LTC Meeting Expenses	2,500.00	2,803.52	-303.52
65210-625	LTC - Local Exp - APC Meeting Expenses	500.00	1,243.80	-743.80
65220-625	LTC - Local Exp - Communications	300.00	332.64	-32.64
65230-625	LTC - Local Exp - Special Projects	750.00	0.00	750.00
TOTAL LTC Local Expense		<u>4,050.00</u>	<u>4,379.96</u>	<u>-329.96</u>
Projects				
73001-625-4049	Galiano Contractor Yard Review	2,500.00	0.00	2,500.00
73001-625-4050	Galiano Secondary Suite Review	2,500.00	284.14	2,215.86
73001-625-4051	Galiano Cottage Review	2,500.00	284.15	2,215.85
TOTAL Project Expenses		<u>7,500.00</u>	<u>568.29</u>	<u>6,931.71</u>

Galiano Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

Updated: April 7, 2014

No	Meeting Date	Resolution No.	Issue	Policy
1.	May 11, 2009 / Amended February 3, 2014	GL-LTC-85-09 Amended:	Parks Commission Referral	That staff refer all applications adjacent to a park or ocean access to the Galiano Island Parks and Recreation Commission for comment
2.	October 18, 2010	GL-LTC-115-10	Publishing Notices beyond legal requirements	THAT 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.
3.	October 17, 2011	GL-LTC-205-11	Special Occasion Liquor Licenses	THAT 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.
4.	February 3, 2014		Applications with Open Bylaw Enforcement files	On properties where there is an open bylaw enforcement file, planning staff should refer planning applications to the Bylaw Enforcement Manager for comment where one or more of the following circumstances exist: 1. There have been significant delays or longer than typical timelines in the enforcement process 2. The LTC is considering on-going, relevant policy or regulatory changes that could impact enforcement 3. Litigation has been recommended 4. Legal counsel has been involved (beyond providing a basic interpretation) 5. There has been enforcement action beyond seeking voluntary compliance (e.g. a BEN warning or ticket, adjudication, a compliance agreement negotiated, etc.) 6. There has been, or is an expectation of, joint enforcement with other jurisdictions 7. There is potential for impact on other related enforcement files.

No	Meeting Date	Resolution No.	Issue	Policy
5.	April 7, 2014	GL-2014-029	Community Wells as a Community Benefit	That the Galiano Island Local Trust Committee will consider as a community benefit for all rezoning applications where there is an increase in density, the establishment of an instrumented observation well.

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