

Galiano Island Local Trust Committee

Regular Meeting Agenda

Date: March 3, 2014
Time: 12:30 pm
Location: Galiano South Community Hall
 141 Sturdies Bay Road
 Galiano Island, BC
 V0N 1P0

Pages

- | | | | |
|-------|---|---------------------|---------|
| 1. | Call to Order | 12:30 PM - 12:50 PM | |
| 2. | Approval of the Agenda | | |
| 2.1 | Questions on Agenda Items | | |
| 3. | Town Hall Session | | |
| 4. | Community Information Meeting | | |
| | none | | |
| 5. | Public Hearing | | |
| | none | | |
| 6. | Previous Meetings | 12:50 PM - 1:15 PM | |
| 6.1 | Local Trust Committee Minutes for Adoption | | |
| 6.1.1 | Draft Galiano Island Local Trust Committee Meeting Minutes of February 3, 2014 (attached) | | 4 - 16 |
| | For Consideration to Adopt | | |
| 6.2 | Public Hearing Record and Community Information Meeting | | |
| 6.2.1 | Draft Galiano Island Local Trust Committee Public Hearing Record of February 3, 2014 (attached) | | 17 - 18 |
| | To Be Received | | |
| 6.2.2 | Draft Galiano Island Local Trust Committee Community Information Notes of February 3, 2014 (attached) | | 19 - 21 |
| | To Be Received | | |

6.3	Section 26 Resolutions without Meeting		
	none		
6.4	Advisory Planning Commission		
	none		
7.	Business Arising from the Report		
7.1	Follow-up Action Report		22 - 24
	FUAL Report dated February 2014 (attached)		
8.	Delegations		
	none		
9.	Correspondence		
	<i>[correspondence received concerning applications and/or projects is considered with the application/project]</i>		
	none		
10.	Applications, Permits, Bylaws and Referrals	1:15 PM - 2:00 PM	
10.1	GL-DVP-2014.1 (Crawley) Staff Report (attached)		25 - 39
11.	Local Trust Committee Projects		
11.1	LUB Amendment Bylaw No. 241 - memo (attached)		40 - 42
11.2	Short Term Vacation Rental Review - staff report (attached)		43 - 55
	----- 15 Minute BREAK ----- 2:00 PM		
11.3	Project Charter on DPA 4 Revision - Memo (attached)	2:15 PM - 3:00 PM	56 - 61
12.	Reports	3:00 PM - 4:00 PM	
12.1	Work Program Reports		62 - 63
	Work Program Report dated February 2014 (attached)		
12.2	Applications Reports		64 - 68
	Application Report dated February 2014 (attached)		
12.3	Expense/Budget Reports		
	none		
12.4	Bylaw Enforcement		

none

**12.5 Policies and Standing Resolutions Report
(attached)**

69 - 70

For Information

12.6 Galiano Island LTC Web Page for Review

The Galiano Island Local Trust Committee Web page can be found by following this link:

www.islandstrust.bc.ca/islands/local-trust-areas/galiano

12.7 Chair's Report

12.8 Trustee Report

13. Other Business

4:00 PM - 4:30 PM

13.1 Upcoming Meetings

The next regular meeting of the Galiano Island Local Trust Committee will be held April 7, 2014, at 12:30 pm, at the Galiano Island South Community Hall.

A Special Galiano Island Local Trust Committee Meeting will be held regarding Short Term Vacation Rentals (STVRs) on March 8, 2014, at 1:00 pm at the Lions Park Hall, Galiano Island.

14. Town Hall Meeting

15. Motion to Close Meeting

none

16. Recall to order

none

17. Adjournment

4:30 PM - 4:30 PM

**MINUTES OF THE GALIANO ISLAND
LOCAL TRUST COMMITTEE BUSINESS MEETING
HELD ON MONDAY, FEBRUARY 3, 2014 AT 12:30 PM
AT THE SOUTH ISLAND COMMUNITY HALL,
GALIANO ISLAND, B.C.**

<u>PRESENT:</u>	Ken Hancock	Chair
	Louise Decario	Local Trustee
	Sandy Pottle	Local Trustee
	Robert Kojima	Regional Planning Manager
	Kris Nichols	Island Planner
	Kate Emmings	Ecosystem Protection Specialist
	David Millership	Recording Secretary

There were approximately eighteen (18) 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.

Chair Hancock requested that members of the public state their name prior to making a comment.

2. APPROVAL OF THE AGENDA

Chair Hancock asked for any additions or changes to the agenda; no amendments were made.

The agenda was Approved by consent.

There was some discussion regarding Islands Trust participation in the National Energy Board (NEB) hearing process relating to Kinder Morgan.

Chair Hancock stated that the Executive Committee (EC) would be meeting soon to discuss Kinder Morgan NEB hearing process participation and that intervener and/or reading a statement for the record are action(s) being considered. He stated that a vote on how best to participate would be held at Trust Council (TC).

2.1 Questions on Agenda Items

None

2.2 Town Hall Session

Chair Hancock invited the public to make comment.

Sandy Moodie stated concern regarding Proposed Bylaw No. 241. He commented that not permitting the sale of lumber would hurt the local economy and that the required 10 metre (m) setback for sawmills is too restrictive. He asked the Local Trust Committee (LTC) why they removed wording related to contractor yards.

Trustee Pottle responded and there was some discussion regarding the following: this being a complicated issue; the wording related to contractor yards not satisfying anyone; Advisory Planning Commission (APC) comments; Dave Gerlach comments; consideration of Temporary Use Permits (TUPs) and neighbour concerns; compliance not enforcement being an objective of the LTC; and following up with a review of Light Industrial (LI) zoning.

Trustee Decario responded and there was some discussion regarding the following: the need for island contractors; APC comments; the issue of scale and the LTC being concerned with the point at which a contractor would be considered too big for their lot and/or neighbourhood; and following up with a review of Light Industrial (LI) zoning.

Dave Gerlach stated concern regarding future LTC decisions that might require him to rezone his property to LI and specifically relating to tax implications, zoning processes and the overall need for LI properties on Galiano. He stated support for removing limits on outside storage within home occupation section guidelines.

Michael Sharp stated concern regarding the average age of a Galiano resident being 59 years and commented that the LTC should encourage business opportunities for young people via land use regulations. He stated that imposing strict zoning regulations (i.e.: Woodstone Residence, Film School etc.) discourages start-up businesses.

There was some discussion regarding TUPs and their six-year limit(s).

Sam Mabblerley stated concern regarding future LTC decisions that might require him to rezone his property and asked what the definition of light industrial versus heavy industrial is. He commented that he is a farmer that relies on tractors and other kinds of equipment and that he uses his equipment to service his and other people's needs.

Regional Planning Manager (RPM) Kojima responded that Proposed Bylaw No. 241 is not about LI zoning or contractor yards, but temporary sawmilling. He stated that LTC discussions were originally centered on defining contractor yards within home occupation section wording but such was retracted when more complicated issues were identified.

Doug Latta stated support for affordable housing and provided an update regarding Galiano Land and Community Housing Trust (GLCHT). He stated support for swift process relating to GLCHT and their rezoning application. He commented that GLCHT is funded by community raised funds and generosity not "investors".

There was some discussion regarding the LTC needing to receive a final report from GLCHT before process can continue.

Andrew Loveridge stated support for limiting tanker traffic throughout Gulf Island(s) waters. He stated concern with Kinder Morgan and stated support for the Executive Committee (EC) to take intervener action relating to National Energy Board (NEB) hearing process participation.

Chair Hancock responded that the EC is working to estimate the cost(s) involved in taking intervener action and that such cost(s) will need to be considered alongside available budget. He also mentioned that the EC is working in broad-format regarding oil spill preparedness and that the provincial government representative seems very open to addressing the current lack of preparedness.

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

3. COMMUNITY INFORMATION MEETING

3.1 Galiano Island Local Trust Committee Bylaw No. 241

See separate Community Information Meeting (CIM) notes dated February 3, 2014.

4. PUBLIC HEARING

4.1 Galiano Island Local Trust Committee Bylaw No. 241

See separate Public Hearing (PH) record dated February 3, 2014.

Note: there was a break at 1:55 p.m. and the meeting reconvened at 2:15 p.m.

The LTC agreed by consent to address item 10.3 prior to item 5.

10.3 Eelgrass Mapping – Memo

Chair Hancock introduced Kate Emmings, Islands Trust Fund Ecosystem Protection Specialist and she provided information from Memorandum dated January 22, 2014 Re: Islands Trust/Islands Trust Fund Eelgrass Mapping.

Ms. Emmings presented key findings, recommendations and mapping specific to eelgrass in the Galiano Island Local Trust Area.

Below is a summary of her presentation.

- Eelgrass Mapping relating to Galiano was completed in December 2013 by SeaChange Marine Conservation Society under contract with the Islands Trust.

- Approximately 16.7% of Galiano's shoreline has eelgrass presence and approximately 20% of Galiano's associated islands shorelines have eelgrass presence. Parker Island and Gossip Island were noted to have extensive eelgrass beds in sections of their shorelines while no eelgrass was observed around Sphinx Island, the Ballingall Islets, Wise Island, Julia Island, Charles Island and Lion Islet.
- Eelgrass prefers shorelines that aren't rocky and it is a critical nearshore habitat for birds, mammals, invertebrates and commercial and non-commercial fish. Eelgrass acts as a sort of nursery for many species of fish, with 80% of commercial fish living in eelgrass areas at some point during their lifespan(s).
- Eelgrass beds are an important carbon sink.
- Contaminants, shading from docks, overwater structures, increased sedimentation, marine traffic, and developmental pressures from shoreline land use threaten eelgrass ecosystems and the species that eelgrass support.
- Education, working with partner groups, and maintaining regulatory best practices are key to eelgrass survival.

Chair Hancock invited the Trustees and public to ask questions and/or make comment.

Doug Latta asked if eelgrass restoration is possible.

Ms. Emmings responded that two areas on Galiano were identified for eelgrass restoration. She stated that restoration is possible but that eelgrass is difficult to get established. She commented that establishment techniques such as weighing down plants with washers and/or transplanting nearby plants provide the best chances for restoration success.

A member of the public stated support for Islands Trust/Islands Trust Fund Eelgrass Mapping information being used to advocate oil spill mitigation and oppose Kinder Morgan.

Ms. Emmings responded that project information is being shared with partners in order to raise awareness but that specific advocacy is being addressed by the Executive Committee via Trust Council.

Trustee Pottle asked if eelgrass on the east side of Galiano is affected by the Fraser River.

Ms. Emmings responded that there wasn't baseline data to compare current data to but that such information might now be possible to obtain via study in the future.

Chair Hancock stated the importance of eelgrass as a carbon sink and that the relationship between the upland and foreshore is critical to eelgrass.

There being no further questions and/or comments from the Trustees and/or public, Chair Hancock thanked Ms. Emmings for her presentation.

5. PREVIOUS MEETINGS

5.1 Local Trust Committee Minutes for Adoption

5.1.1 Galiano Island Local Trust Committee Meeting Minutes of December 9, 2013

Amendments:

- Page 8, item 10.1, end of second paragraph – replace “fs” with “facts”.

The Minutes of December 9, 2013 Local Trust Committee Meeting were Adopted as amended by consent.

5.2 Public Hearing Record and Community Information Meeting

None

5.3 Section 26 Resolutions without Meeting

RWM Report dated January 2014 provided for information.

5.4 Advisory Planning Commission

5.4.1 Galiano APC Adopted Meeting Minutes of October 3, 2013 and January 14, 2014

Received for information.

5.4.2 Galiano APC Draft Minutes of January 21, 2014

Received for information.

6. BUSINESS ARISING FROM THE REPORT

6.1 Follow-up Action Report

Planner Nichols provided information from FUAL Report dated January 2014 and items were discussed with regards to status and action.

Specific to item No. 7 Activity – Planner Nichols will replace “RMW” with “RWM”.

7. DELEGATIONS

None

8. CORRESPONDENCE

None

9. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS

9.1 Salt Spring Island Local Trust Committee Bylaw Referrals re Bylaws 472, 474 (OCP) and 475 (LUB)

GL-2014-001

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee considered Salt Spring Island Local Trust Committee Proposed Bylaw No. 472 cited as "Salt Spring Island Land Use Bylaw, 1999," and Proposed Bylaw No. 474 cited as "Salt Spring Island Official Community Plan Bylaw No. 434, 2008," and Proposed Bylaw No. 475 cited as "Salt Spring Island Land Use Bylaw, 1999" and decided Interests Unaffected by Bylaws.

CARRIED

9.2 Mayne Island Local Trust Committee Bylaw Referrals re Bylaws 159 (OCP) and 160 (LUB)

GL-2014-002

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee considered Mayne Island Local Trust Committee proposed Bylaw No. 159 cited as "Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2013." (OCP) and Bylaw No. 160 cited as "Mayne Island Land Use Bylaw No 146, 2008" and decided Interests Unaffected by Bylaws.

CARRIED

9.3 Galiano Island Local Trust Committee Bylaw No. 241 – Post Public Hearing Memo

Planner Nichols provided information from Memorandum dated January 7, 2014 (File No.: GL-6500-20 (LUB Review)) Re: Proposed Bylaw No. 241 (LUB) – Post Public Hearing, and 3rd Reading.

There was some discussion regarding the following: comments made by the public; 10m setback; moving timber from one lot to another; bylaw enforcement; being courteous to neighbours; commercial sale of lumber; Temporary Use Permits (TUPs); home occupation; Saturday sawmilling; and possible amendments to Proposed Bylaw No. 241.

Regional Planning Manager Kojima stated that Proposed Bylaw No. 241, as written right now, is objective and enforceable. He stated that permitting even a limited amount of commercial activity might end up encouraging it, which is not intended.

Chair Hancock stated that it is difficult to make a bylaw that addresses all scenarios.

GL-2014-003

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee amends Proposed Bylaw No. 241 cited as "Galiano Island Land Use Bylaw No. 127, 1999" section 1 c) by replacing the word "weekends" with the word "Sundays" and by adding the words "and Saturdays from May 1 to September 30" after the words "statutory holidays".

CARRIED

GL-2014-004

It was MOVED and SECONDED,

That Galiano Island Local Trust Committee Proposed Bylaw No. 241, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2013" as amended be given Third Reading.

CARRIED

GL-2014-005

It was MOVED and SECONDED,

That Galiano Island Local Trust Committee Proposed Bylaw No. 241, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2013" be forwarded to the Secretary of the Islands Trust for Executive Committee approval.

CARRIED

9.4 GL-DVP-2013.3 (Williams) – Memo

Planner Nichols provided information from Memorandum dated January 24, 2014 (File No.: GL-DVP-2013.3 (Williams)) Re: Requirement of Second Survey to Determine Natural Boundary of the Sea.

GL-2014-006

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee rescinds their December 9, 2013 resolution recommending that staff obtain a second survey to determine the natural boundary of the sea as it pertains to GL-DVP-2013.3 (Williams).

CARRIED

There was some discussion regarding application reconsideration timing.

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 Groundwater Report

Planner Nichols provided information from Staff Report dated January 21, 2014 (File No.: 6500-20-Groundwater Protection DPA Policy Review) Re: Groundwater Protection DPA Policy Review.

There was some discussion regarding the following: staff recommendations; low, moderate, and high areas; Waterline Resources Inc. Report; and Development Permit Area (DPA) process.

Regional Planning Manager Kojima stated that the purpose is to improve the current DPA situation within the 140m definition but not the 50m definition and then maybe expand scope in the future.

GL-2014-007

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee directs staff to proceed to revise existing Development Permit Area (DPA 4) based on a combination of the recommendations of Waterline Resources Inc. and work conducted in the Local Planning Committee draft document on groundwater protection with the overall intent to improve the existing groundwater Development Permit Area.

CARRIED

GL-2014-008

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee directs staff to draft a Project Charter.

CARRIED

10.2 Short Term Vacation Rental (STVR) – Memo

Planner Nichols provided information from Memorandum dated January 21, 2014 (File No.: 6500-20-Short Term Vacation Rental Review) Re: Update Report on Short Term Vacation Rental (STVR) Project.

Planner Nichols stated that 158 survey responses had been received so far.

There was some discussion regarding Survey Monkey servers and Internet Protocol (IP) addresses.

Chair Hancock thanked Island Planner Nichols and Planner 1 Farris for their hard work.

10.3 Eelgrass Mapping – Memo

As amended, this item was addressed prior to item 5.

11. REPORTS

11.1 Work Program Reports

Planner Nichols provided information from Work Program Report dated January 2014. 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.

There was some discussion regarding the following: contractor yards; home occupation; zoning; docks; rezoning; process; home base and other islands home occupation regulations.

GL-2014-009

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee directs staff to amend the Work Program Top Priorities list by moving Top Priority item No. 3 (Dock Review) to the Work Program Projects list and adding a new Top Priority item No. 3 called "Contractors Home Base".

CARRIED

11.2 Applications Reports

Planner Nichols provided information from Applications Report dated January 2014 and items were discussed with regards to status and action.

There was some discussion regarding the following: GL-SUB-2007.1 (Zizzy/Brown); a Landworks Consultants summary report; minimization of park roads in Nature Protection (NP) zones; lot dedication and the community benefit process; standing policies; and Parker Island.

Chair Hancock suggested with regards to community benefit and lot creation that once a lot is created, then lot title be immediately transferred to the designated group/organization.

Regional Planning Manager Kojima stated that community benefit process needs to be approached consistently and that the LTC could do so on a case-by-case basis or via a standing policy.

11.3 Expense/Budget Reports

Expense/Budget Reports dated January 2014 provided for information.

11.4 Bylaw Enforcement

None

11.5 Policies and Standing Resolutions Report

11.5.1 Policies and Standing Resolutions Report

Provided for information.

11.5.2 Bylaw Enforcement and Planning Applications – Memo

Regional Planning Manager Kojima provided information from Memorandum dated January 20, 2014 (File No.: 3040-06) Re: Policies and Standing Resolutions – Bylaw enforcement and planning applications.

There was some discussion regarding the following: bylaw enforcement policy; complex enforcement files; LTC briefings prior to application(s) consideration; process and timing; and the LTC being able to request more information from bylaw enforcement and/or planning staff at any time.

GL-2014-010

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee adopts the following policy: 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.

CARRIED

GL-2014-011

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee rescinds the following policies or standing resolutions: 1. GL-LTC-118-04 (Policy 1 - Road Network Plan) 2. GL-LTC-130-04 (Policy 2 - Forest 1 and 3 Lots) 3. GL-LTC-137-04 (Policy 3 – F3 Covenant) 4. Policy 4 (F3 Covenant) 5. Policy 5 (Subdivision Applications)

CARRIED

GL-2014-012

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee deletes policy GL-LTC-85-09 (Policy 6 - Parks Commission referral) and replace it with the following: "That staff refer all applications adjacent to a park or ocean access to the Galiano Island Parks and Recreation Commission for comment."

CARRIED

11.6 Galiano Island LTC Web Page for Review

Chair Hancock asked for any additions or changes to the LTC web page (www.islandstrust.bc.ca/islands/local-trust-areas/galiano).

No specific updates were made; Planner Nichols will update routine items as necessary.

11.7 Chair's Report

Chair Hancock stated that the Executive Committee (EC) is reviewing requests for decision from Trust Council (TC) on how it may participate in the Kinder Morgan National Energy Board hearing process. He stated that the EC is preparing for March Trust Council on Hornby Island, where the 2014-2015 Islands Trust budget will be adopted.

11.8 Trustee Report

Trustee Decario stated that she attended a Financial Planning Committee (FPC) meeting last week and would be attending another one later this month. She stated that she would also be attending a Local Planning Committee (LPC) meeting in preparation for March TC on Hornby Island.

Trustee Pottle stated that she has been attending to regular business and talking to many people regarding STVRs as well as Contractors Home Base. She stated that she attended a Gulf Islands Alliance (GIA) presentation regarding Kinder Morgan, and that she would be attending March TC on Hornby Island.

12. OTHER BUSINESS

12.1 Upcoming Meetings

The next Business Meeting of the Galiano Island Local Trust Committee will be held on March 3, 2014 at 12:30 p.m., at the South Community Hall, Galiano Island.

The meeting is scheduled as stated.

The next Community Information Meeting of the Galiano Island Local Trust Committee re: Short Term Vacation Rentals (STVRs) will be held on March 8, 2014 at 1:00 p.m., at the Lion's Park Hall, Galiano Island.

The meeting is scheduled as stated.

12.2 Community Benefit re Rezoning of Forestry Property

There was some discussion regarding the following: previous discussion(s) under item 11.2; expansion of eligible groups/organizations beyond the current two affordable housing groups; monies attained via community benefit being equally divided between all eligible groups/organizations; current Official Community Plan (OCP) policy 1.6 (c) wording and possible amendments; general policies; recognized conservancies; applicant(s) choosing from a list of eligible groups/organizations; lot title being transferred at time of lot creation to applicant chosen eligible group/organization; process; legality; potential for applicant(s) to not choose an affordable housing group/organization for community benefit; applicant(s) role in making proposed community benefit(s) attractive to the community; LTC choosing group/organization for community benefit being problematic; Landworks Consultants application(s) process; and possible ongoing costs for different groups/organizations.

There was some discussion regarding options for moving forward and the LTC decided to continue discussion(s) in the future.

12.3 Islands Trust News Release re Dewinetz Proposal

Provided for information.

13. TOWN HALL MEETING

Chair Hancock invited the public to make comment; no comments were made and he closed the Town Hall meeting.

14. MOTION TO CLOSE MEETING

GL-2014-013

It was MOVED and SECONDED,

That pursuant to Section 90(a), and (f) of the Community Charter, the Galiano Island Local Trust Committee resolves to close the meeting to the public for the purpose of consideration to adopt November 18, 2013 Galiano LTC In Camera Minutes and to receive updated information regarding a Bylaw Enforcement issue; and further that staff and Recording Secretary remain present.

CARRIED

Note: the public was asked to adjourn at 5:10 p.m.

See separate In Camera Meeting minutes dated February 3, 2014.

Note: the public reconvened at 5:15 p.m.

15. RECALL TO ORDER

Chair Hancock reported the adoption of November 18, 2013 Local Trust Committee In Camera Meeting minutes.

16. ADJOURNMENT

GL-2014-014

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee meeting be adjourned at approximately 5:15 p.m.

CARRIED

RECORDER

CHAIR

**RECORD OF THE GALIANO ISLAND
LOCAL TRUST COMMITTEE PUBLIC HEARING
HELD ON MONDAY, FEBRUARY 3, 2014 AT 1:40 PM
AT THE SOUTH ISLAND COMMUNITY HALL,
GALIANO ISLAND, B.C.**

<u>PRESENT:</u>	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 eighteen (18) members of the public present.

Chair Hancock called the meeting to order at 1:40 p.m. Introductions were made.

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

4.1 Galiano Island Local Trust Committee Bylaw No. 241

Planner Nichols provided information and stated that in general terms, the purpose of Proposed Bylaw No. 241, is to amend Galiano Island Land Use Bylaw No. 127, 1999. The proposed amendments are to address the issue of sawmilling on residential lots. The intent being that residential sawmilling operations are temporary in nature and for sole use of the owner for use on their lot and not for commercial use or home occupation. The amendments establish a new definition of temporary sawmilling on residential lots. The definition establishes temporary sawmill management, location and hours.

Planner Nichols outlined meeting procedures regarding public submissions whereby 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 any time upon request.

Planner Nichols stated that the PH notice was published according to PH protocols and posted on island bulletin boards.

Planner Nichols stated that upon referral of the bylaw at First Reading the following agency responses were received: South Galiano Volunteer Fire Department (SGVFD) stated interests unaffected; Vancouver Island Health Authority (VIHA) stated interests unaffected; Lyackson First Nation stated questions regarding contractor yards; Galiano Island Advisory Planning Commission (GIAPC) stated concern(s); Mayne Island Local Trust Committee (MALTC) stated interests unaffected; Thetis Island Local Trust Committee (THLTC) stated interests unaffected; and Ministry of Transportation and Infrastructure (MoTI) stated interests unaffected.

Planner Nichols stated that the LTC received a large number of written submissions from the public that supported a previous version of Proposed Bylaw No. 241, which included contractor yards within the wording of the home occupation section.

Planner Nichols stated that six additional written submissions from the public were received by the LTC today (four were submitted by staff and two were submitted by the public).

Chair Hancock invited the public to make comment.

Michael Sharp (Galiano resident) stated support for Proposed Bylaw No. 241. He stated concern regarding commercial use not being permitted.

Sheila Anderson (Galiano resident of 30 years who has done sawmilling on her property) stated support for Proposed Bylaw No. 241. She stated support for the limiting of sawmilling days/hours to midweek.

Sandy Moodie (Galiano resident and Sawmiller) stated concern regarding Proposed Bylaw No. 241. He stated concern with commercial use and Saturday sawmilling not being permitted.

Sam Mabberley (address not stated) stated concern regarding Proposed Bylaw No. 241. He stated concern with Saturday sawmilling not being permitted.

Doris Recinos (Galiano resident) stated support for Proposed Bylaw No. 241. She stated support for Saturday sawmilling being permitted during the off-season (i.e.: November through February).

Dave Gerlach (Galiano resident) stated concern regarding Proposed Bylaw No. 241. He stated support for a previous version of the bylaw that included contractor yards within the wording of the home occupation section.

There being no further comments from the public, Chair Hancock closed the PH.

Chair Hancock declared the meeting adjourned at approximately 1:55 p.m.

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

RECORDER

CHAIR

**NOTES OF THE GALIANO ISLAND
LOCAL TRUST COMMITTEE
COMMUNITY INFORMATION MEETING
HELD ON MONDAY, FEBRUARY 3, 2014 AT 1:10 PM
AT THE SOUTH ISLAND COMMUNITY HALL,
GALIANO ISLAND, B.C.**

<u>PRESENT:</u>	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 eighteen (18) members of the public present.

Chair Hancock called the meeting to order at 1:10 p.m. Introductions were made and the meeting introduced.

Chair Hancock stated that a Community Information Meeting (CIM) gives the public an opportunity to ask questions.

3.1 Galiano Island Local Trust Committee Bylaw No. 241

Planner Nichols provided information and stated that in general terms, the purpose of Proposed Bylaw No. 241, is to amend Galiano Island Land Use Bylaw No. 127, 1999. The proposed amendments are to address the issue of sawmilling on residential lots. The intent being that residential sawmilling operations are temporary in nature and for sole use of the owner for use on their lot and not for commercial use or home occupation. The amendments establish a new definition of temporary sawmilling on residential lots. The definition establishes temporary sawmill management, location and hours.

Chair Hancock invited the Trustees to ask questions.

Chair Hancock invited the public to make comment.

Michael Sharp (Galiano resident) asked why sales of milled lumber by the owner and from the owner's property is not being permitted.

Trustee Decario responded that the issue of permitting sales of milled lumber had not been brought up in previous discussions. She stated that the Local Trust Committee (LTC) is addressing an issue whereby a residential sawmiller was exceeding the 14 day limit. She stated that issues regarding sales could be addressed in the future as needed.

There was some discussion regarding bylaw enforcement.

Michael Sharp (Galiano resident) stated concern that complaint-based bylaw enforcement is inequitable.

Sandy Moodie (Galiano resident and Sawmiller) stated that owners sell excess lumber from their properties in order to defray costs associated with home building. He stated that Proposed Bylaw No. 241 is too narrow in scope and that the sale of lumber by the owner and from the owner's property should be permitted. He suggested the LTC broaden the scope of the bylaw by permitting sales and instead then narrow the scope of the bylaw in the future if necessary.

Doug Latta (Galiano resident) stated support for owners being permitted to sell excess lumber from their properties and less regulation on small business.

Sheila Anderson (Galiano resident) stated that the common practice of trading wood for milling costs isn't being addressed in the bylaw and therefore suggested seeing how things go with it. She stated that the 14 day restriction on residential sawmilling helps local businesses because it encourages residential owners to transfer their excess lumber to a permitted full-time sawmiller (i.e.: Sandy Moodie) for continued milling.

Regional Planning Manager (RPM) Kojima stated that logs being taken off a property isn't being limited.

There was some discussion regarding the need to obtain a timber-mark prior to transferring/transporting logs.

Chair Hancock stated that Proposed Bylaw No. 241 is addressing temporary sawmilling and the defining/managing of such.

Sandy Moodie (Galiano resident and Sawmiller) stated support for all landowners having the right to clear their land and sell their lumber. He stated that constrictive legislation hurts the economy.

Sam Mabberley (address not stated) stated that noise and other bylaws are in place already. He stated support for sales of milled lumber by the owner and from the owner's property in order to avoid wasting low-grade lumber that could be used for such things as fencing.

RPM Kojima stated that Proposed Bylaw No. 241 removes the 14 day restriction on residential sawmilling and instead makes sawmilling permissible during certain times.

Ron Taylor (Galiano resident) asked if Proposed Bylaw No. 241 would apply to all zones.

RPM Kojima responded that Proposed Bylaw No. 241 would apply to all zones except Forest zones and lots zoned Private Managed Forest Land (PMFL).

There was some discussion regarding amending the bylaw to permit commercial sales of timber by the owner and from the owner's property.

There was some discussion regarding business licensing.

Regional Planning Manager (RPM) Kojima stated that there is no business licensing in places that aren't a municipality.

There was some discussion regarding this being a self-regulating situation.

RPM Kojima stated that this is not a self-regulating situation.

There was some discussion regarding the transferring/transporting of logs.

Taylor Crandall (address not stated) stated concern regarding Proposed Bylaw No. 241 not permitting sawmilling on Saturday's. He suggested the LTC amend the bylaw to permit Saturday sawmilling during the colder and/or off-season.

There being no further comments from the public, Chair Hancock closed the Community Information Meeting.

Chair Hancock declared the meeting adjourned at approximately 1:40 p.m.

RECORDER

DATE



Follow Up Action Report w/ Target Date

Galiano Island Dec-03-2012

No.	Activity	Responsibility	Target Date	Status
1	Retreat Cove Farm (Covenant Amendment) Staff working with Province to resolve issue.	Kris Nichols	Feb-03-2014	On Going

Oct-07-2013

No.	Activity	Responsibility	Target Date	Status
2	9.1 Gaylor Covenant 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 New owners deciding on next steps.	Kris Nichols	Mar-03-2014	Done

Nov-18-2013

No.	Activity	Responsibility	Target Date	Status
3	GL-RZ-2013.1 (Landworks) Bylaws No. 244 and 245 were given first reading. Agency Referrals required CIM and PH to be scheduled once a subdivision PLA has been received. Staff to initiate a cost recovery agreement as required and to work with applicant on F3 sustainability covenant. Staff to obtain a Letter of Understanding from BC Parks	Sharon Lloyd-deRosario Kris Nichols	Feb-03-2014	On Going

Dec-09-2013

No.	Activity	Responsibility	Target Date	Status
4	Resolution passed that Executive Committee follow up regarding smart meters and referral to the BC Utilities Commission.	David Marlor Kris Nichols	Feb-03-2014	Done
5	9.1 GL-DP-2013.2 (Ghai) Application deferred until: 1. Staff research whether a DVP is required if the concrete landing is not within the setback, but the dock structure leading to it is (but above ground). 2. Applicant return with a detailed report that has evaluated all the area in front of the property to determine the best location for the proposed dock.	Kris Nichols	Feb-03-2014	On Going

Feb-03-2014

No.	Activity	Responsibility	Target Date	Status
6	Bylaw Referrals SSI -Bylaws 472, 474, 475 Mayne -Bylaws 159, 160 Notify that interests are unaffected.	Sharon Lloyd-deRosario	Mar-03-2014	Done
7	GL-DVP-2013.3 (Williams) The application is deferred until the May 5, 2014 LTC meeting for consideration.	Kris Nichols	May-05-2014	On Going
8	Bylaw 241 - Given 3rd reading as amended and referred to Executive Council	Sharon Lloyd-deRosario Kris Nichols	Mar-03-2014	Done
9	Ground Water DP Revision Develop a project charter based on revising the existing DPA4. To revise the existing DPA using Waterline's reports and LPC project report on ground water.	Kris Nichols	Apr-07-2014	On Going
10	Work Program Priorities Amend Top Priorities by moving Dock Review to Projects and creating a new priority Contractor Home Base and for staff to come back with an update and possible actions for the April LTC meeting.	Kris Nichols	Apr-07-2014	Done

11	11.5 Policies and Standing Resolutions To update as per recommendations in the report.	Robert Kojima	Mar-03-2014	Done
12	Community Benefit Discussion - Forest Lands To determine a policy to direct decisions made on community benefit and Forest lands rezoning and how it relates to who is the recipient and the process required.	Louise Decario Kris Nichols Sandy Pottle	Mar-03-2014	On Going
13	5.1.1 Galiano Island Local Trust Committee Meeting Minutes of December 9, 2013 adopted as amended, posted to web.	Lori Foster	Mar-03-2014	Done

February 17, 2014

File No.: GL-DVP-2014.1

To: Galiano Local Trust Committee
For the March 3, 2014 Meeting

From: Kris Nichols, Island Planner

CC: Robert Kojima, Regional Planning Manager

Re: Development Variance Permit

Owner: Simon Crawley and Anne Murphy
Applicant: Same
Location: PARCEL A (DD 40067I) OF DISTRICT LOT 3, AND OF SECTION 7,
GALIANO ISLAND, COWICHAN DISTRICT, EXCEPT PARTS IN PLANS
7259, 13005, 25129, 27829, 34507 48087 AND VIP66442

THE PROPOSAL:

This application seeks to vary the Galiano Land Use Bylaw 127, 1999 to permit a second storey within an existing agricultural accessory building (barn) by varying:

- a) Section 2.5 to permit a second storey to be located within a 9.0 metre existing agricultural building.
- b) Subsection 5.4.5 to permit a second storey to be located within a 9.0 metre existing accessory agricultural building.

BACKGROUND:

The Galiano Island Land Use Bylaw only permits single storey accessory buildings to be constructed. It does, however, permit accessory building height for agricultural buildings to be 9 metres. The applicant has a 9 metre high barn that is being used for horticulture.

The proposed variance will permit the construction of a second storey within the existing agricultural building (barn). Given that the second storey will be within an existing building, it is anticipated that the impact on the surrounding land or adjacent neighbours will be minimal and associated with the increase in production. The second storey is required by the applicant to improve the viability of a proposed small horticultural business.

The alternative is to build another building of a similar size elsewhere on the property which would be permitted without a variance. However, the cost of constructing a second similar

building would be cost prohibitive for the size of operation proposed. The operation is expected to employ 2 full time staff and four or more part time staff.

A previous development variance was granted in 2010 (GL-DVP-2010.1) to permit the additional building floor area required for the construction of the barn. At the time, there was a limitation on the amount of floor area permitted for accessory buildings. That requirement has since been amended (Bylaw 239) to permit 25% lot coverage, therefore a variance for additional floor area is not required.

SITE CONTEXT:

The property is located on Georgeson Bay Road. The subject property is approximately 11.8 ha (29.2 acres) in area and is split zoned Rural Residential (RR) and Agriculture (AG). The property is surrounded by properties with a mix of zones including Emergency and Health Services (EHS), Health and Wellness (HW), Senior Citizen Residential (SCR), Small Lot Residential (SLR), Rural Residential (RR), Community Facility (CF) and Agriculture (AG). See Figure 2.

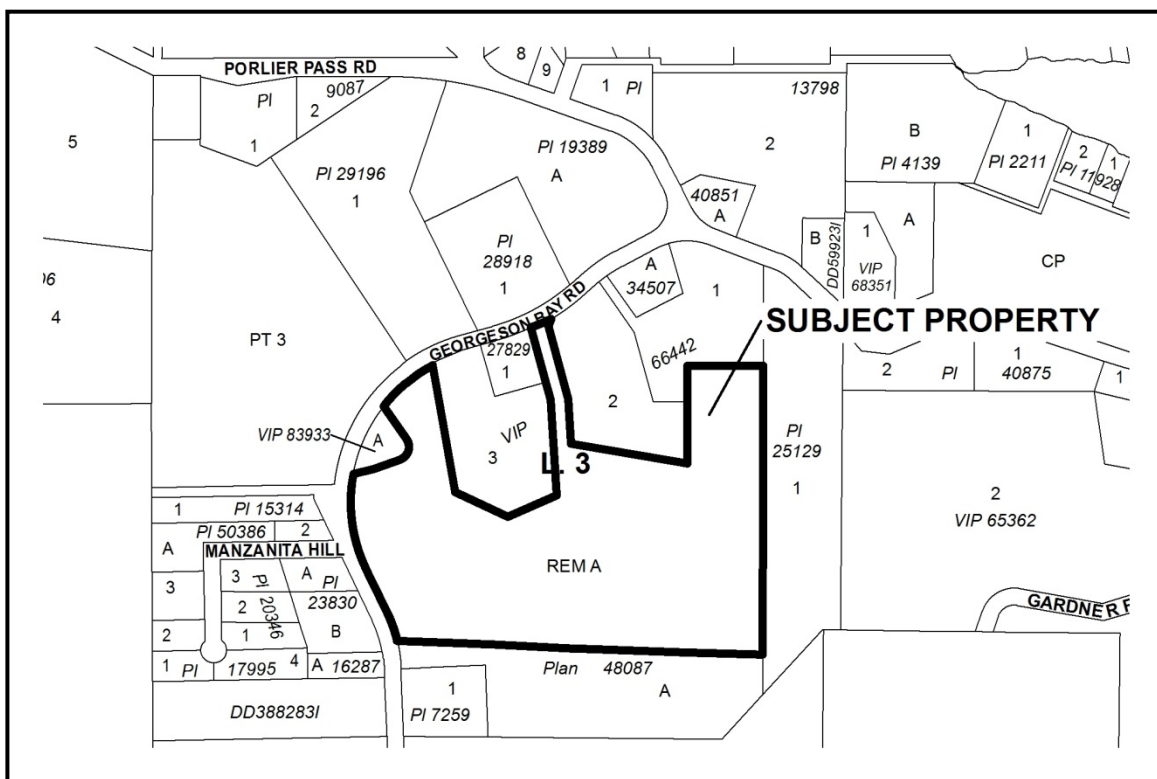


Figure 1 – Subject Property

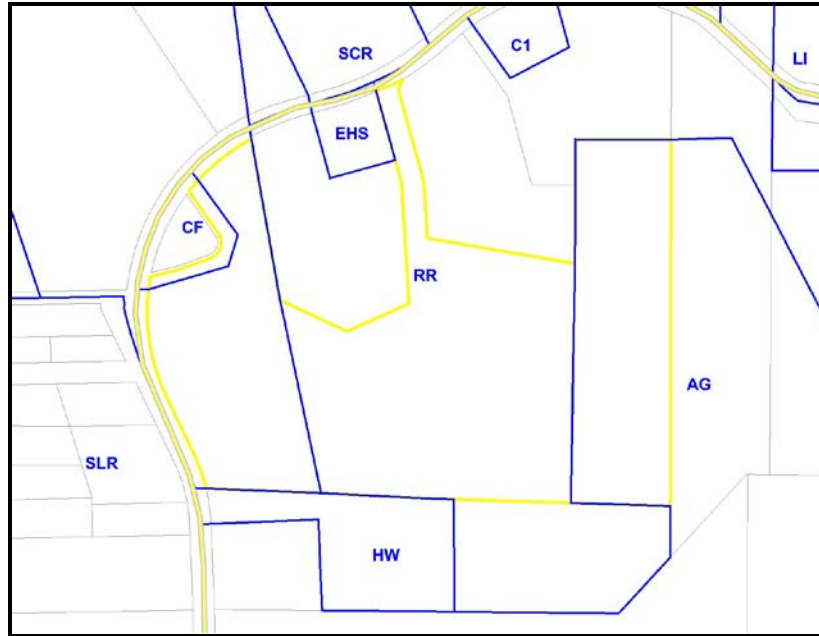


Figure 2 – Zoning of Subject Property

The current uses on the parcel include a single family residence, market gardening, pump house, horticultural barn and equipment storage. These uses will not change with the proposed variance.

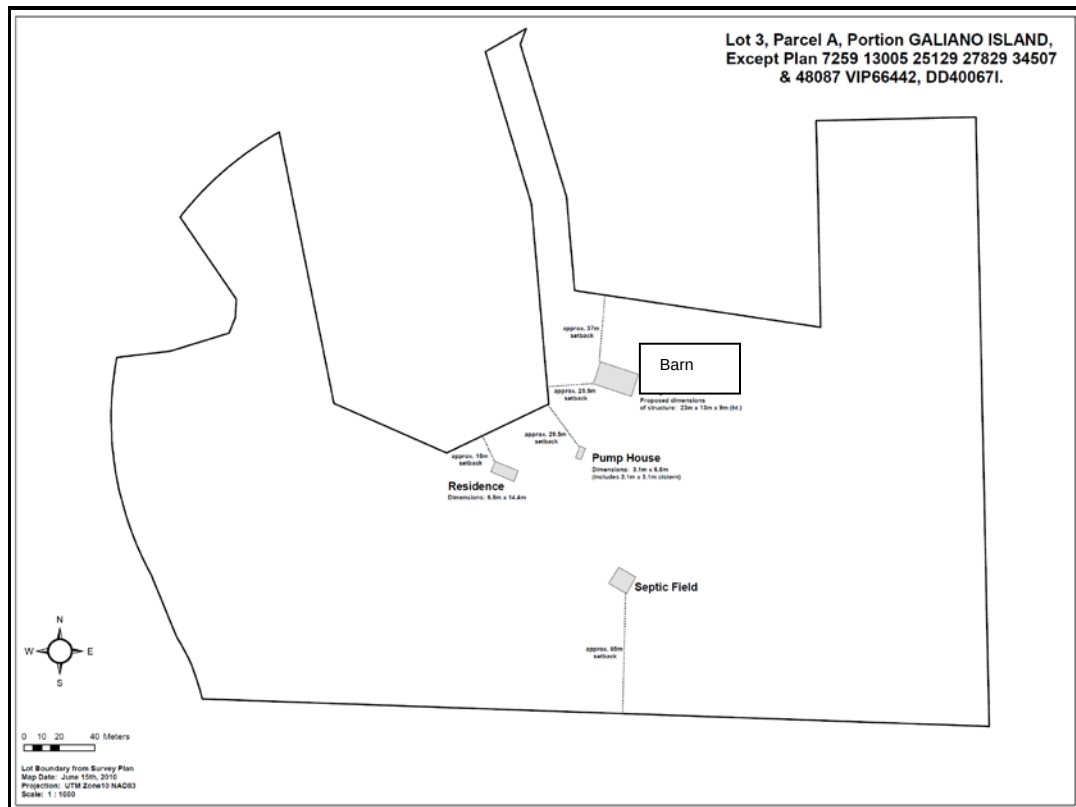


Figure 3 – Building Locations



Figure 4 – Aerial Photo

The existing building is located at the end of a long driveway with no other buildings in close proximity. It has aluminum cladding and roofing. See pictures 1-3.



Picture 1 – Existing Accessory Agricultural Building (Barn) West Side



Picture 2 – North Side of Barn



Picture 3 – South Side of Barn

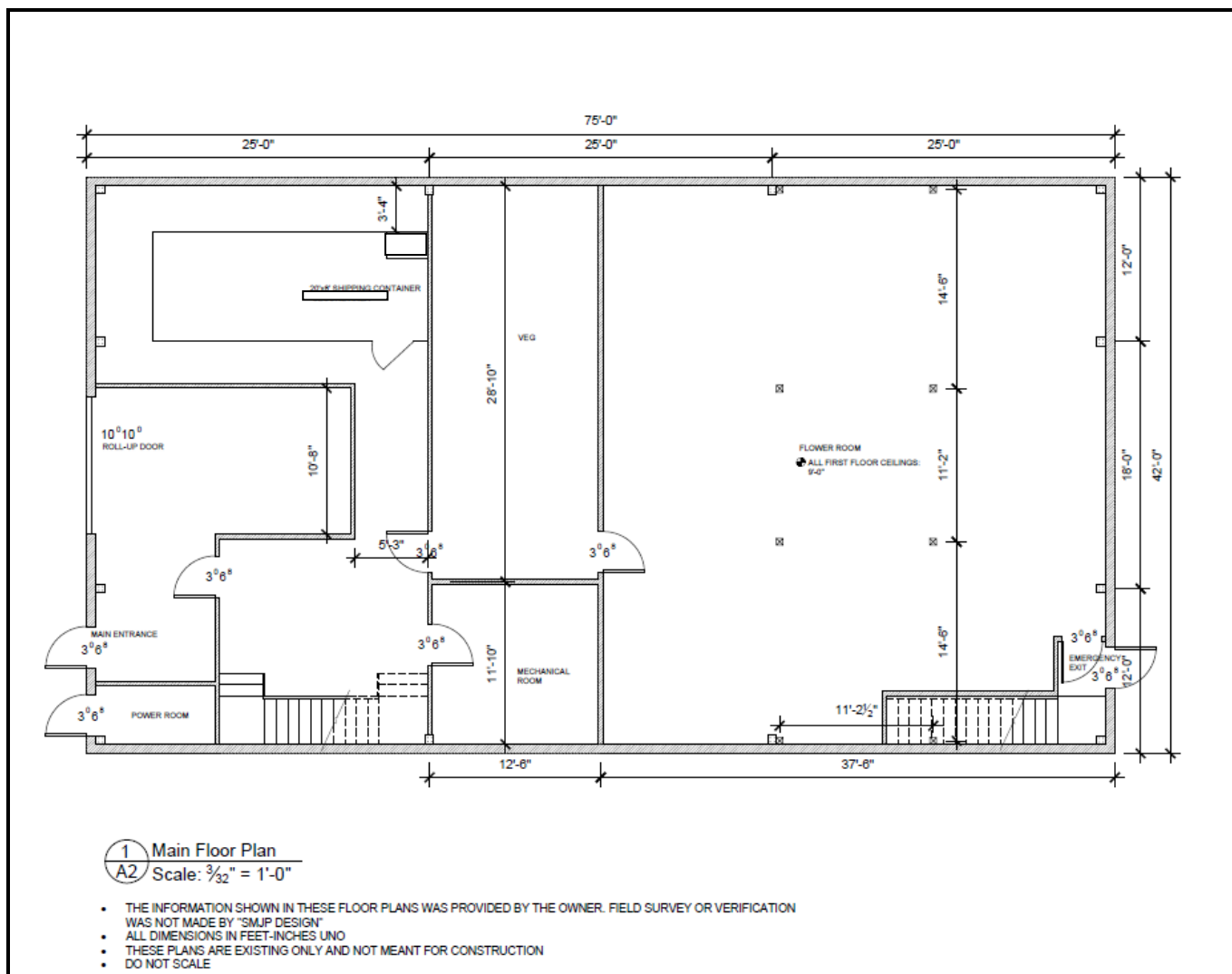


Figure 5: Interior Main Floor

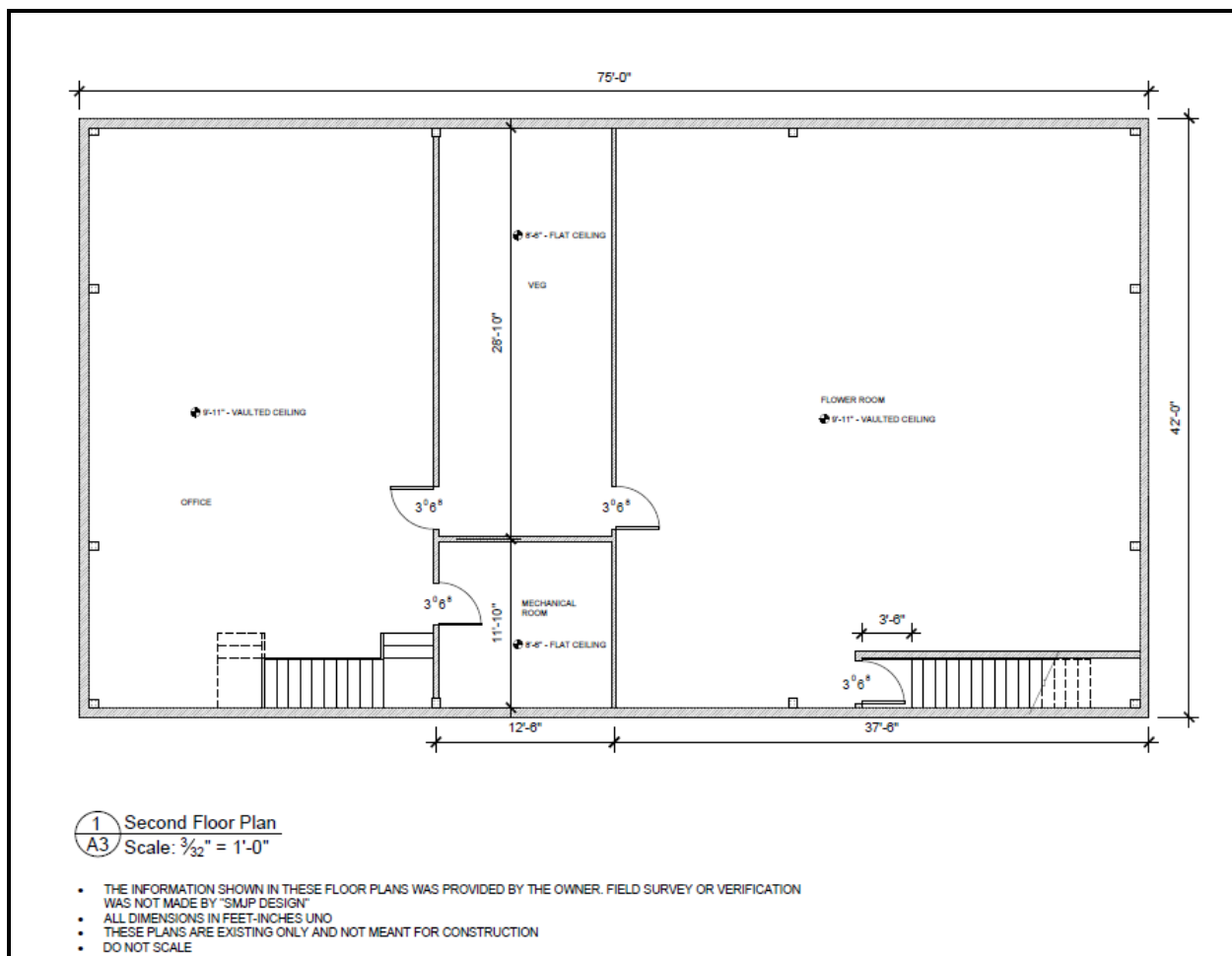


Figure 6: Interior Second Floor (Proposed)

CURRENT PLANNING STATUS OF SUBJECT LANDS:

Islands Trust Policy Statement:

Directive Policies that may be determined to be applicable to this application:

4.1.5 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.

4.1.8 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.

5.1.3 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.

5.7.2 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.

Official Community Plan

The subject property is designated Rural Residential (RR) and Agriculture (AG) in the Official Community Plan (OCP).

Development Permit Areas

The property has 3 Development Permit Areas on it: Riparian DPA 1, Sensitive Ecosystems DPA 5 and Slope Hazard DPA 7. The existing building is not within any development permit areas and given that the construction is within an existing building any DPAs would not be relevant to this application.

Land Use Bylaw

The subject property is split zoned Rural Residential (RR) and Agriculture (AG). The existing building is located in the RR portion of the lot. The zoning bylaw states that accessory buildings are not to have more than one storey. The regulations pertaining to this application are following:

General Regulations:

Uses Permitted in all Zones:

2.1.3agricultural and horticultural uses that by their nature are accessory to and compatible with residential uses, ...

2.1.6 horticultural in all residential zones

Accessory Buildings and Structures

2.5 Accessory buildings and structures must not exceed a height of 5 metres or one storey, except that agricultural buildings and structures and those used for timber production and harvesting must not exceed a height of 9 metres.

5.4 Rural Residential Zone- RR

5.4.1 In the Rural Residential zone the following uses are permitted, subject to the regulations set out in this section and the general regulations set out in Parts 2 and 3, and all other uses are prohibited.

- 5.4.1.1 dwellings
- 5.4.1.2 cottages
- 5.4.1.3 home occupations

5.4.5 No building or structure for a use permitted by this section may exceed 9 metres in height. Accessory buildings and structures must not exceed one storey and a height of 5 metres.

Islands Trust Fund:

This application has no considerations for the Island Trust Fund.

Sensitive Ecosystems and Hazard Areas:

The steep slope hazard mapping indicates dispersed low (light yellow) slope hazard and very little medium (darker yellow) slope hazard. Old Forest ecosystem was identified on the eastern portion of the property in the agricultural zoned portion.



Figure 7 – Low and Medium Slopes

Archaeological Sites:

Based on information from the Provincial Remote Access to Archaeological Data (RAAD), there are no archaeological sites on this property.

Notwithstanding the foregoing, and by copy of this report, the owners are advised that the unearthing of any archaeological resource should be reported to the Archaeological Branch.

Covenants:

There are no covenants registered on the property. Part of the property, however, is within the Agricultural Land Reserve.

Bylaw Enforcement:

There are no bylaw enforcement files on the property.

Climate Change Mitigation and Adaption

This application has no direct bearing on climate change mitigation and adaptation as the proposed alteration (i.e. construction of a second storey) is to the interior of an existing building.

Other:

The Agriculture zoned portions of the property are located within the Agricultural Land Reserve (ALR).

COMMUNITY CONSULTATION AND RESULTS OF CIRCULATION:

Notices were circulated to surrounding property owners and residents. At the time of the writing of this report, no public submissions have been received. Any public submissions will be forwarded to the LTC and presented at the Galiano Island Local Trust Committee meeting on March 3, 2014.

ISSUES SUMMARY:

Applicant's stated rationale for the proposed variance. The applicant is proposing to increase horticulture production on their property in a cost effective manner by adding a second storey to the interior of an already existing 9 m high accessory agricultural building (barn). This would allow the applicant to increase production within the same building footprint with the expectation of hiring 2 fulltime and 4 or more part time staff when completed.

The overall intent of the regulation being varied. The overall purpose of limiting accessory building to one storey is to limit the amount of floor area in accessory buildings which are to be different from the principle building on a site.

Potential impacts of granting a variance. Granting a variance can potentially create an expectation in the community with regard to future applications. As variances consider the unique circumstances pertaining to a particular situation that may warrant the relaxation of a specific zoning regulation, it is unlikely to generate expectations for other landowners. Each application is evaluated on its own merits.

STAFF COMMENTS:

The proposal is to add a second storey in an existing accessory agricultural structure (barn). Visually, with the addition of an interior second storey, there will be no difference to the exterior of the building thereby creating minimal visual impact other than that of increased activity given the increased horticultural production on the land or for the neighbours.

The purpose of the second floor is to increase the efficiency of the existing building by building within the existing envelope rather than constructing an additional building to create the required floor area for the horticultural operation. Also, by constructing within the existing building permits a more affordable alternative, does not create more impermeable areas or disturb the land through building construction and does not add to the number of accessory buildings on the property.

Staff are in support of the request to permit a second storey within an already constructed 9 m high, agricultural accessory building (barn) for horticultural use and therefore recommend that the application be approved.

The Galiano Island LTC has the following options with regard to this variance permit:

1. Issue the permit as presented (Attachment 1)
2. Deny the permit

RECOMMENDATIONS:

THAT GL-DVP-2014.1 (Crawley) to permit a second storey in an existing accessory agricultural building (barn) BE APPROVED.

Prepared and Submitted by:

Kris Nichols

February 17, 2014

Date

Concurred in by:

Robert Kojima

Regional Planning Manager

February 17, 2014

Date

Attachments:

1. Proposed Development Variance Permit



PROPOSED

GALIANO ISLAND LOCAL TRUST COMMITTEE

DEVELOPMENT VARIANCE PERMIT

GL-DVP-2014.1

TO: Simon Crawley & Anne Murphy

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

Parcel A (DD 400671) of District Lot 3, and of Section 7, Galiano Island, Cowichan District, Except Parts in Plans 7259, 13005, 25129, 27829, 34507, 48087 and VIP66442.
2. "Galiano Island Land Use Bylaw No. 127, 1999" is varied as follows:
 - a) Section 2.5 of the Galiano Island Land Use Bylaw 127, 1999 to permit a second storey to be located within a 9.0 metre existing agricultural building.
 - b) Subsection 5.4.5 of the Galiano Island Land Use Bylaw 127, 1999 to permit a second storey to be located within a 9.0 metre existing accessory agricultural building.
3. All work must be consistent with that shown on Schedules 'A' 'B' and 'C' attached to and forming part of this permit.
4. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of "Galiano Island Land Use Bylaw No. 127, 1999" and to obtain other approvals necessary for completion of the proposed development, including approval of Capital Regional District, Vancouver Island Health Authority and the Ministry of Transportation and Infrastructure.

AUTHORIZING RESOLUTION PASSED BY THE GALIANO ISLAND LOCAL TRUST COMMITTEE THIS _____ DAY OF _____, 2014.

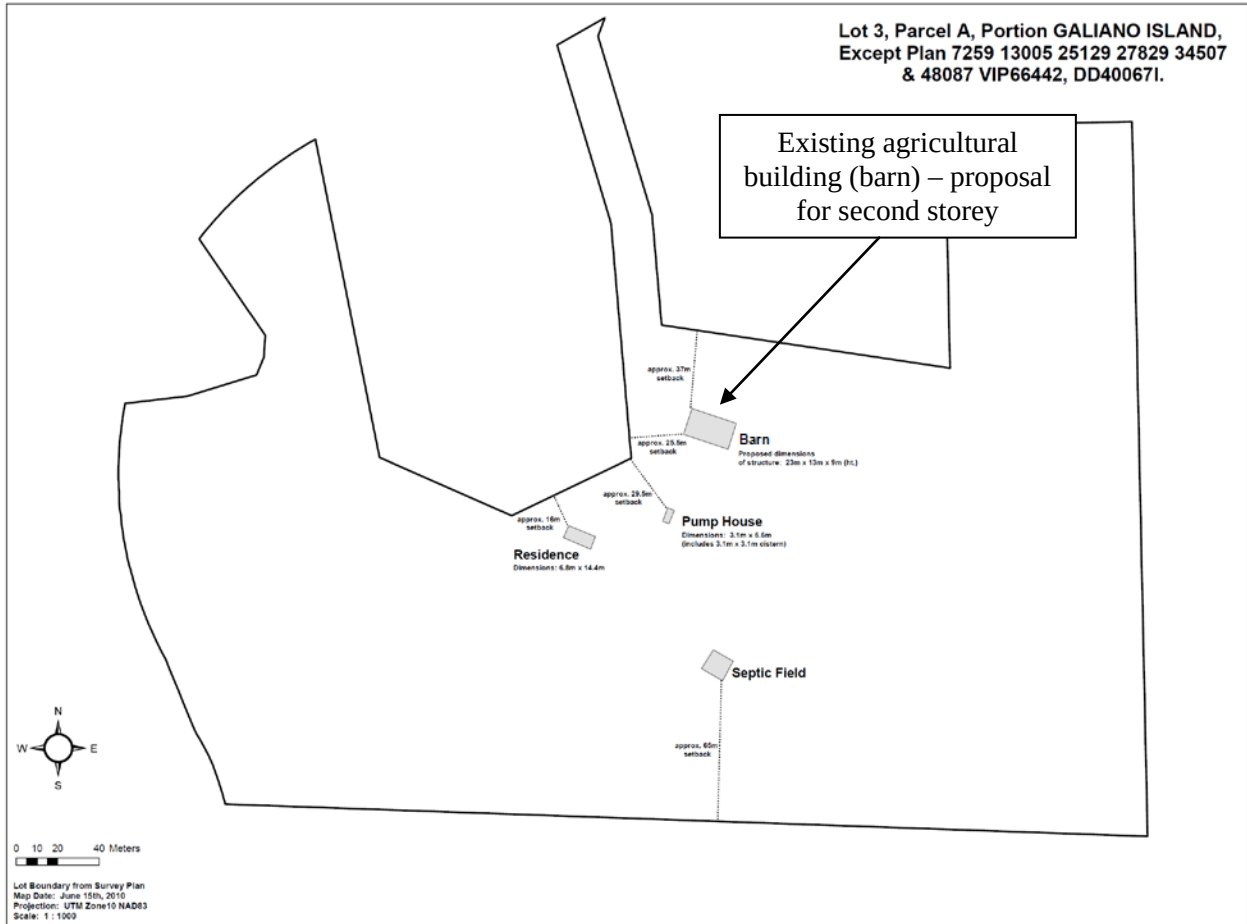
Deputy Secretary, Islands Trust

Date of Issuance

IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE _____ DAY OF _____, 2014, THIS PERMIT AUTOMATICALLY LAPSES.

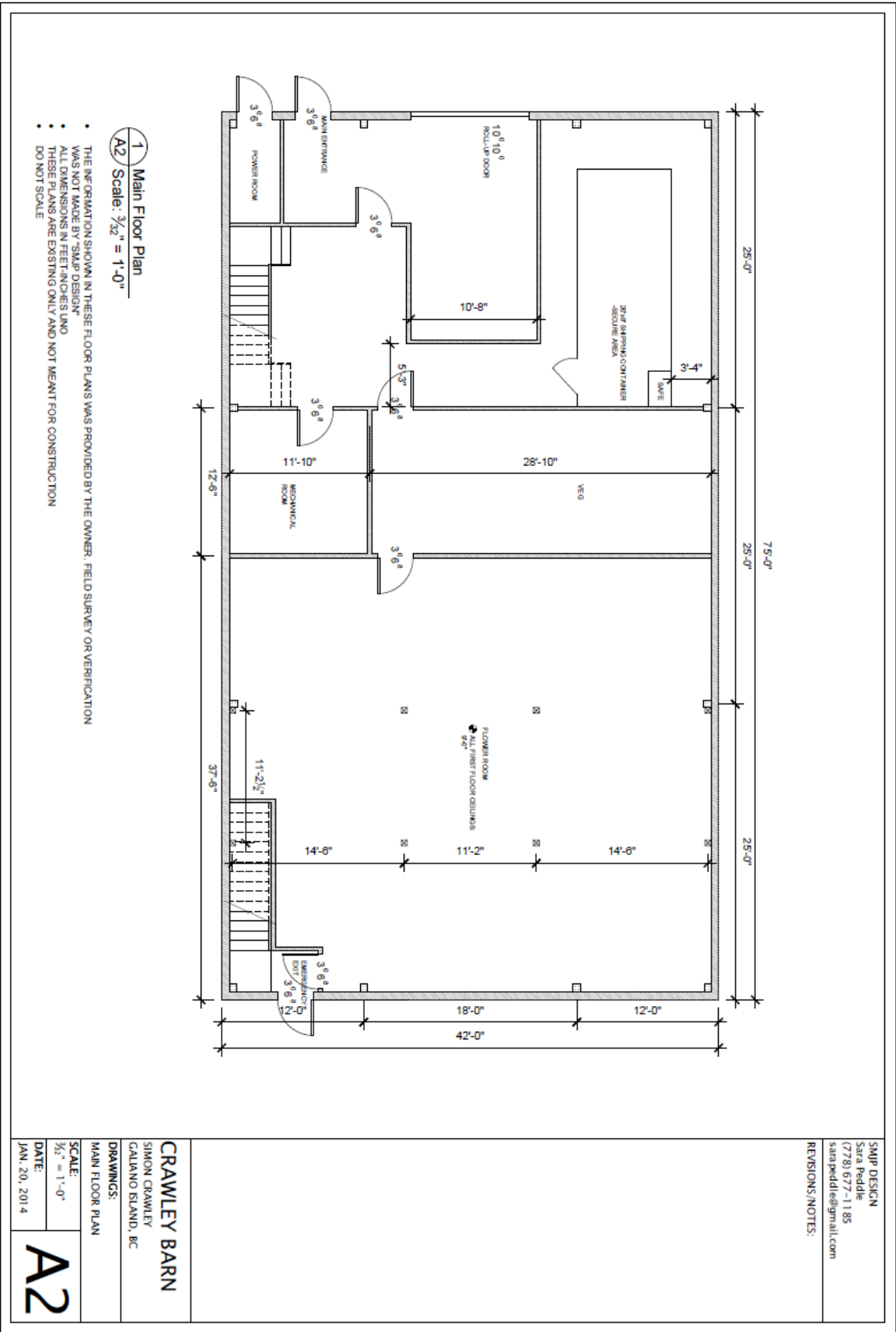
GALIANO ISLAND LOCAL TRUST COMMITTEE
GL-DVP-2014.1
SCHEDULE 'A'

Site Plan



GALIANO ISLAND LOCAL TRUST COMMITTEE
GL-DVP-2014.1
SCHEDULE 'B'

Floor Plan - Main Storey

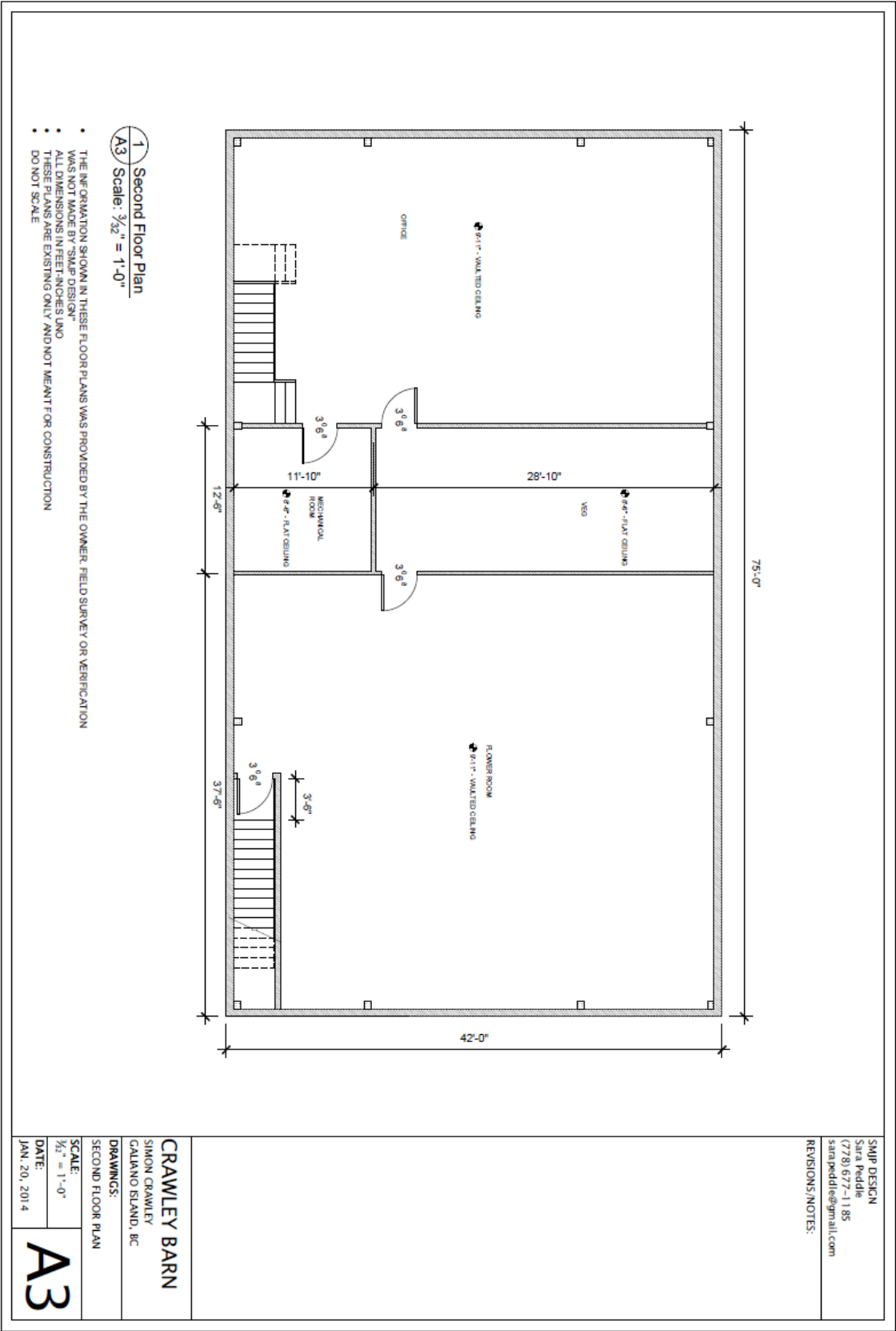


GALIANO ISLAND LOCAL TRUST COMMITTEE

GL-DVP-2014.1

SCHEDULE 'C'

Floor Plan - Second Storey





Memorandum

Date February 12, 2014

File Number GL-6500-20 (LUB Review)

To Galiano Island Local Trust Committee
For the meeting of March 3, 2014

From Kris Nichols
Island Planner

Re **Adoption of Bylaw No. 241**

On February 18, 2014, the Executive Committee approved Bylaw No. 241.

It is therefore recommended that the LTC to give fourth and final reading to Bylaw No. 241.

Attached to this memo is Bylaw 241 (LUB) (See Attachment 1) as it stands at third Reading.

RECOMMENDATIONS:

1. THAT Galiano Island Local Trust Committee proposed Bylaw No. 241, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2013" be adopted.

Attachment 1 – Proposed Bylaw 241 at Third Reading

pc Robert Kojima, Regional Planning Manager

PROPOSED

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 Sundays and statutory holidays and Saturdays from May 31st to September 30th) 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. This bylaw may be cited for all purposes as the “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2013”.

READ A FIRST TIME THIS	15 th	DAY OF	JULY	2013
PUBLIC HEARING HELD THIS	3 rd	DAY OF	FEBRUARY	2014
READ A SECOND TIME THIS	18 th	DAY OF	NOVEMBER	2013
READ A THIRD TIME THIS	3 rd	DAY OF	FEBRUARY	2014
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	18 th	DAY OF	FEBRUARY	2014

ADOPTED THIS

DAY OF

201x

DEPUTY SECRETARY

CHAIR

U:\LOCAL TRUST COMMITTEES\Galiano\Projects\2012 LUB Review\Bylaw No. 241_LUB Amendment.docx



Memorandum

Date: February 21, 2014 File Number: GL 6500-20 STVR

To: Galiano Island Local Trust Committee
For the meeting of March 3rd, 2014

From: Kim Farris
Planner 1

Re: **Update Report on Short Term Vacation Rental (STVR) Project**

Purpose

The purpose of this report is to provide information on the results collected from the online STVR community survey for the Galiano Island Local Trust Committee, the upcoming Community Information Meeting, and staff reports.

Background

At the February 3rd, 2014 LTC meeting, staff updated the LTC on the status of the STVR project, the fact sheet, the survey and the March 8, 2014 LTC Community Information Meeting.

The survey results (See Attachment 1) are not intended to be used as a quantitative survey, but rather as another source of feedback to assist the LTC in its decision making process.

Project Update

A mail out was sent to 1165 Galiano Island landowners on January 17, 2014. The mail out included a fact sheet, link to the online survey and a notice of the STVR Community Information Meeting (CIM). A notice was also placed in the Active Page.

The survey was open for responses in December and officially closed at midnight on February 14th to community members and non-community members alike. There were a total of 244 respondents who started the survey and 196 respondents who completed the entire survey. A majority of the survey responses were completed online with only two surveys completed by hand.

The survey results to the multiple choice questions are attached to this memo (Attachment 1). The answers from the non-multiple choice questions and comments at the end of each question are not included in the attached results as staff will be reviewing the comments and removing any personal information or names to ensure the privacy of the respondents is upheld. Once this is complete, staff will report on the common answers, themes, and inputs generated from these questions at the CIM and in the April staff report.

There were a few questions that had responses in strong favour of one option over others. For example, an overwhelming 84.4 percent of the respondents believe STVRs should be permitted on Galiano Island and 74 percent believe STVRs should be permitted in all zones but must abide by the specific STVR regulations. Other questions, such as the number of STVRs permitted per lot, had a more even weighted opinion on the answers.

For some questions, there was a relatively high response to answering 'not sure', especially in reference to the question asking if STVRs should be considered as a 'home occupation'. The Community Information Meeting will allow staff to determine if in fact a percentage of the community is undecided on this topic or if there was a lack of information to answer the question in its entirety.

Community Information Meeting

A Community Information Meeting has been scheduled for 1:00 pm on March 8th at the Galiano Lions Park Society Hall (see Attachment 2 for meeting agenda). Panels will present the survey findings at the open house portion allowing residents to view the results. Staff will present a summary of the survey results and further comments on STVRs on Galiano will be collected.

The information gathered at the Community Information Meeting along with the survey results will be included in staff report for the April 7, 2014 LTC regular meeting as well as recommendations for next steps in addressing STVRs on Galiano.

pc Robert Kojima, Regional Planning Manager
 Kris Nichols, Island Planner

Attachments:

1. Survey Results
2. Agenda – March 8, 2014 CIM

Galiano Island LTC Short Term Vacation Rental (STVR) Survey



1. Should STVRs be a permitted use on Galiano Island?

		Response Percent	Response Count
Yes		84.4%	205
No		10.3%	25
Not Sure		5.3%	13
Comments (optional):			76
answered question			243
skipped question			1

2. Would you support a STVR on a neighbouring property?

		Response Percent	Response Count
Yes		81.3%	196
No		14.5%	35
Not Sure		4.1%	10
Comments (optional):			49
answered question			241
skipped question			3

3. If you do believe STVRs on Galiano Island should be a permitted use, are there any specific conditions/regulations you would want the STVRs to abide by?

	Response Count
	173
answered question	173
skipped question	71

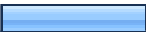
4. Have you been impacted by a STVR?

		Response Percent	Response Count
Yes		28.8%	68
No		71.2%	168

If Yes, please provide comments: 75

answered question	236
skipped question	8

5. Do you believe owners/operators of a Visitor Accommodation business on Galiano Island would be negatively affected if STVRs were a permitted use?

		Response Percent	Response Count
Yes		10.8%	25
Somewhat		21.6%	50
No		67.7%	157

Comments (optional): 104

answered question	232
skipped question	12

6. Do you believe STVRs will affect the rental stock on Galiano Island?

		Response Percent	Response Count
Yes		23.2%	54
No		60.1%	140
Not Sure		16.7%	39
Comments (optional):			95
answered question			233
skipped question			11

7. What do you believe are the benefits to permitting STVRs on Galiano Island?

	Response Count
	217
answered question	217
skipped question	27

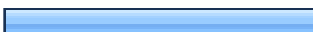
8. What do you believe are the impacts to permitting STVRs on Galiano Island?

	Response Count
	206
answered question	206
skipped question	38

9. If the LTC does consider permitting STVRs, how should the STVRs be permitted?

		Response Percent	Response Count
Property owner/applicant must rezone their land to permit a STVR on their property		7.5%	15
Property owner/applicant must apply for a Temporary Use Permit (TUP) to permit a STVR on their property		24.5%	49
STVRs should only be permitted in certain zones but must abide by the specific STVR regulations set out in the Galiano Land Use Bylaw		8.0%	16
STVRs should be permitted in all zones but must abide by the specific STVR regulations set out in the Galiano Land Use Bylaw		74.0%	148
STVRs should only be permitted in a designated areas on Galiano Island		4.0%	8
Comments (optional):			88
answered question			200
skipped question			44

10. How many STVRs should be permitted per lot?

		Response Percent	Response Count
0		7.3%	17
1		34.5%	80
The number of STVRs should be equivalent to the number of permitted dwelling units on the property		46.6%	108
Other (please specify):		11.6%	27
answered question			232
skipped question			12

11. Should STVRs be considered a 'home occupation' as defined in the Galiano Island Land Use Bylaw? This would mean that the operator of the STVR must live on the same property as the STVR. Please refer to the fact sheet for more information on 'home occupation'.

		Response Percent	Response Count
Yes		23.9%	54
No		51.8%	117
Not Sure		24.3%	55
Comments (optional):			77
answered question			226
skipped question			18

12. If the property has two dwellings (house and/or cottage), should one of the following reside on the property to operate the STVR?

		Response Percent	Response Count
The property owner should reside on the property to operate the STVR		10.9%	24
The resident (a long term renter not a STVR renter) should reside on the property to operate the STVR		0.5%	1
The property owner OR resident should reside on the property to operate the STVR		24.9%	55
The operator of the STVR does not need to live on the property		63.8%	141
Comments (optional):			50
answered question			221
skipped question			23

13. If a property is permitted to have both a dwelling unit and cottage, select one of the following options:

		Response Percent	Response Count
The house should only be rented as a STVR		0.0%	0
The cottage should only be rented as a STVR		5.0%	11
The house and cottage could be both rented as a STVR at the same time		49.5%	109
Only one could be rented as a STVR at a time but it does not matter if it is the house or cottage		45.5%	100
Comments (optional):			31
answered question			220
skipped question			24

14. Should STVRS be permitted only on lots greater than 2 ha (4.94 acres)?

		Response Percent	Response Count
Strongly Agree		4.5%	10
Agree		3.6%	8
Neither Agree or Disagree		19.6%	44
Disagree		23.7%	53
Strongly Disagree		48.7%	109

Comments (optional): 56

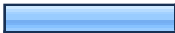
answered question	224
skipped question	20

15. What do you believe should be the maximum amount of time a paying guest may rent a STVR?

		Response Percent	Response Count
Less than a week		2.7%	6
1 week		1.8%	4
2 weeks		10.7%	24
3 weeks		4.0%	9
4 weeks		29.3%	66
Other (please specify):		51.6%	116

answered question	225
skipped question	19

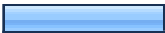
16. What do you believe should be the minimum amount of time a paying guest must rent a STVR?

		Response Percent	Response Count
1 night		25.4%	58
2 nights		18.0%	41
3 nights		5.7%	13
1 week		8.8%	20
No minimum		25.4%	58
Other (please specify):		16.7%	38
answered question			228
skipped question			16

17. If STVRs are a permitted use on Galiano Island, would you rent out your home or cottage as a STVR?

		Response Percent	Response Count
Very likely		14.2%	31
Most likely		15.1%	33
Not sure		24.7%	54
Not likely		35.2%	77
I already do		11.0%	24
Comments (optional):			49
answered question			219
skipped question			25

18. Do you live on Galiano Island?

		Response Percent	Response Count
Full-time year resident		46.6%	108
Seasonal resident		29.7%	69
No, I do not live on Galiano Island		23.7%	55
answered question			232
skipped question			12

19. Do you own or rent the property you live on Galiano Island?

		Response Percent	Response Count
Own		81.7%	187
Rent		3.5%	8
I don't have property on Galiano Island		14.8%	34
answered question			229
skipped question			15

20. Any additional comments you would like to add concerning STVRs?

	Response Count
	106
answered question	106
skipped question	138

Galiano Island Local Trust Committee Special Meeting Agenda

Date: March 8, 2014
Time: 1:00 pm
Location: Lions Park Society
 912 Burrill Road
 Galiano Island, BC
 V0N 1P0

Pages

- | | | |
|----|--|-------------------|
| 1. | Open House - prior to meeting | 1:00 PM - 1:30 PM |
| | Opportunity for public to view meeting material panels | |
| 2. | Call to Order | 1:30 PM - 1:35 PM |
| 3. | Approval of Agenda | |
| | 3.1 Additions/Deletions | |
| | 3.2 Questions from the public on Agenda Items | |
| 4. | Community Information Meeting | 1:35 PM - 4:00 PM |
| | 4.1 Short Term Vacation Rentals (STVRs) | |
| 5. | Adjournment | 4:00 PM - 4:00 PM |



Memorandum

Date February 20, 2014 File Number 6500-20-Groundwater Protection DPA Policy Review

To Galiano Island Local Trust Committee
For March 3, 2014 Meeting

From Kris Nichols, Island Planner

Re Consideration of Project Charter for Revising Existing Development Permit Area 4

Purpose:

To evaluate the Project Charter to develop a revised Development Permit Area 4 – Elevated Groundwater Catchment Areas.

Background:

The review and revision of the existing Development Permit Area has been initiated by the Galiano Island Local Trust Committee. It is Number 2 on their Work Program Top Priorities - Ground Water Protection DPA Policy Review. At the February 3, 2014 LTC meeting, the staff report entitled "Groundwater Protection DPA Policy Review" was received by the LTC. As a result, the LTC passed the following motions:

1. That the Galiano Island Local Trust Committee directs staff to proceed to revise existing Development Permit Area (DPA 4) based on a combination of the recommendations of Waterline Resources Inc. and work conducted in the Local Planning Committee draft document on groundwater protection with the overall intent to improve the existing groundwater Development Permit Area.
2. That the Galiano Island Local Trust Committee directs staff to draft a Project Charter.

As a result of the resolutions passed, staff have drafted a Project Charter (See Attachment 1) for review of by the LTC. The draft Project Charter outlines the objective, scope, stakeholders, budget and timeline for the project. The intent of the revision is to keep the accepted 140 m elevation to delineate the development permit area where the guidelines apply.

Existing Development Permit Area 4 – Elevated Groundwater Protection

The existing DPA 4 was last revised and adopted in November 2011. The intent is to guide development such as construction of buildings and structures and alteration of land and the subdivision of land within areas identified as groundwater recharge areas for downslope groundwater regions. Only those portions of the catchment areas having shallow soils and being particularly sensitive to development for that reason are

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included in the development permit area. Development Permit Area 4 includes groundwater catchment areas above 140 meter elevation contours, identified and mapped in a 1998 B.C. Environment Study, Assessment of Groundwater Availability and Quality, Galiano Island, British Columbia.

A review to evaluate the current bylaws with respect to groundwater protection was done by Waterline Resources Inc. (2011, 2012). They made a number of recommendations to improve groundwater protection on Galiano Island. Some dealt with the existing DPA 4 guidelines and the need to amend them. The Project Charter outlines how this update will be accomplished.

Recommendation:

THAT the Galiano Island Local Trust Committee directs staff to draft a revised Development Permit Area 4 – Elevated Groundwater Protection bylaw.

pc Robert Kojima, RPM

Attachment 1 – Draft Project Charter

Draft Project Charter

Project Name:

Creation Date: February 20, 2014

Last Updated: February 20, 2014

Version: 1

Purpose

The purpose of this project is to revise the existing Development Permit Area 4 (DPA 4) based on research by Water Resources Inc.'s reports and work conducted by the Local Planning Committee.

Background

This project has been initiated by the Galiano Island Local Trust Committee. It is Number 2 on their Work Program Top Priorities. The Galiano Island Official Community Plan contains an Elevated Groundwater Protection DPA 4. This has a number of development guidelines for identified areas above 140m.

Development pressures will continue to raise concerns over adequate quantity and quality of water on the Islands. The drinking water on Galiano Island comes from a variety of sources – CRD water systems, community water systems, individual wells, and surface water, all of which rely on a safe supply of groundwater from aquifers. There are specialized systems that do not rely on groundwater such as rainwater catchment and desalinization. A few residents rely on bottled/trucked water.

Sustainable practices are required to conserve and protect fresh groundwater sources. There is currently no system to understand the cumulative impacts of individual wells drilled. There are a number of issues that impact the quality and quantity of groundwater such as saline intrusion, land use impacts (i.e. types and amount of uses), well interference, surface contamination, topography, recharge rates, soils, vegetation cover, geology, proximity to the sea, liquid waste (i.e. septic system) and seasonal water shortage. Climate change may also have an impact on groundwater supplies. Groundwater also plays an important role in maintaining base flows in rivers and streams, which are critical in providing wildlife habitat and maintaining fish spawning areas and wetlands.

Project Objectives

- Develop a revised Development Permit Area 4 – Elevated Groundwater Catchment Area
- Revision to be based on the Waterline Resources Inc.'s recommendations and other current research.
- Revision is to keep the 140 m elevation requirement.

Project Scope

In Scope	Out of Scope
▪ To review the current DPA 4 and how it has been applied in the past. ▪ To review Waterline Resources Inc.'s reports. ▪ To review the report developed by the Local Planning Committee as part of a Ground Water Toolkit. ▪ Review of Galiano studies related to ground water protection. ▪ Draft new DPA guidelines ▪ Undertake bylaw process to amend DPA	▪ Change to the development permit area designation (areas above 140m).

Project Deliverables

- A revised Development Permit Area 4 that addresses the same development permit area, above 140m, but with improved guidelines, and exemptions.
- Development of a fact sheet for landowners and applicants.

Stakeholders

Stakeholder	Represented by	Interests, expectations, concerns
<i>Primarily residents and property owners with properties affected by the current 140 m elevation line, but also others that may be interested in or affected by protection of ground water.</i>	<i>All</i>	• To have an adequate supply and quality of water. • To protect water sources through awareness and regulation(s). • Expect clear, concise proactive communication • Understanding of how the revised DPA guidelines apply
<i>Any water distribution bodies (e.g. CRD, community water systems, etc.)</i>	<i>Those that are in or near to the development permit area.</i>	• To have a protected supply and quality of water. • Understanding how the revised DPA guidelines will apply and improve groundwater protection.
<i>Regulatory Agency</i>	<i>Island Health</i>	• To understand how the guidelines will work within the given framework to improve groundwater quality and quantity.

Project Team Resources

Name	Role	Responsibility
<i>Galiano Island Local Trust Committee</i>	<i>Project Sponsor</i>	Provides support through maintaining the project as a work program priority
<i>Robert Kojima, Regional Planning Manager</i>	<i>Project Champion</i>	Ensures project aligns with strategic goals, provide adequate Project resources.
<i>Kris Nichols, Island Planner</i>	<i>Project Manager</i>	Day-to-day management of the project, and research, report writing, and bylaw drafting.
<i>Barb Dashwood</i>	<i>GIS/Mapping Support</i>	Provides mapping as required (likely not required for this project)
<i>Sharon Lloyd-deRosario and Lori Foster</i>	<i>Admin support</i>	Provides general administrative support, including advertising, booking meetings, preparing notices, updating website, etc.

Project Budget

Item	Details	2014-15 Fiscal Yr	Fiscal Yr
Communications	Mailout to residents/owners with current DPA, newspaper advertisements.	\$1500.00	
Mapping	Not required as mapping will remain		
Meetings and Workshops	Community Information Meeting (tied into the Public Hearing)		
Consultants/Contractors			
Public Hearing	Public Hearing	\$1000.00	
Contingency			
Totals		\$2500.00	

Project Timeline

For minor projects use this table, for major projects attach a more detailed table

Deliverable / Milestone	Target Completion Date
Development of Project Charter, approval to proceed by LTC	March 3, 2014
Development of a revised draft development permit area bylaw, give First Reading and send to referral agencies.	April 7, 2014
Development of a DPA fact sheet	May 5, 2014
Community Information Meeting and Public Hearing, Second and Third Readings and bylaw sent to Executive Committee and Minister for approval	June 2, 2014
Adoption of DPA Bylaw	September 1, 2014

Endorsements

	Name	Endorsement Date
Project Sponsor	<i>Local Trust Committee</i>	
Project Champion	<i>Robert Kojima, RPM</i>	
Project Manager	<i>Kris Nichols, Island Planner</i>	



Islands Trust

Print Date: Feb-24-2014

Top Priorities

Galiano Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Visitor Accommodation	To look at existing policy, research issues and possible solutions on Galiano.	May-06-2013	Kris Nichols	Jun-30-2014	On Going
2	Ground Water Protection DPA Policy Review	Review detailed recommendations of Waterline Report, review existing DPA and LUB provisions, prepare options for amendments.	Apr-16-2012	Kris Nichols	Jun-02-2014	On Going
3	Contractor Home Base	To look at options of permitting contractor yards.	Feb-03-2014	Kris Nichols	Jun-02-2014	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



Applications w/ Status - Galiano Island Status: Open

Applications

Development Permit

File Number	Applicant Name	Date Received	Purpose
GL-DP-2013.2	Ghai c/o David McKerrell	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.
Planner: Kris Nichols			

Planning Status

Status Date: Jan-15-2014

Information should be provided for the March 3 LTC meeting

Status Date: Dec-09-2013

Applicant requested to provide additional information.

Status Date: Oct-23-2013

Applicant requested that further consideration be had at the Dec. 9 LTC meeting

File Number	Applicant Name	Date Received	Purpose
GL-DP-2013.6	Landworks Consultants Inc.	Dec-13-2013	4150 BODEGA BEACH DR
Planner: Kris Nichols			

Planning Status

Status Date: Dec-20-2013

Awaiting processing until approved subdivision PLA.

Status Date: Dec-18-2013

Opened file and gave to Planner

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
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GL-DVP-2013.1

Michael Norgang Jan-22-2013

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

Planner: Kim Farris

Planning Status

Status Date: Dec-18-2013

Waiting for updated site plan as applicant must conform to maximum lot coverage. Site plan expected early 2014.

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.

File Number	Applicant Name	Date Received	Purpose
GL-DVP-2013.3	David & Nora Williams	Jul-02-2013	260 CAYZER RD to vary LUB 127.2.12 to allow a structure less than the regulated setback from the boundary of the sea.
Planner: Kris Nichols			

Planning Status

Status Date: Feb-03-2014

LTC defers decision to May 2014

Status Date: Dec-18-2013

Staff to organize new survey as seawall may be located in the foreshore

Status Date: Dec-09-2013

Application will be considered at the May LTC meeting

File Number	Applicant Name	Date Received	Purpose
GL-DVP-2013.4	Joseph M. Haley	Oct-18-2013	165 WARBLER RD obtain DVP for current carport which exceeds height requirements

Planner: Kim Farris

Planning Status

Status Date: Feb-24-2014

Drafting permit and notice for notification

Status Date: Nov-25-2013

Application on hold - requires Building Elevations

Status Date: Oct-25-2013

cheque arrived, processed, issued receipt, emailed LTC application information

File Number	Applicant Name	Date Received	Purpose
GL-DVP-2014.1	Simon Crawley	Jan-14-2014	677 GEORGESON BAY RD Allow construction of a second story with the existing agricultural building or alternative of another building for horticultural business.

Planner: Kris Nichols

Planning Status

Status Date: Jan-20-2014

opened file, processed application, sent receipt, forwarded to LTC

Status Date: Jan-14-2014

pending file, awaiting information

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: Feb-20-2014

Drafting preliminary staff report

Status Date: Jan-23-2014

Scheduling site visit for February 2014

Status Date: Jan-16-2014

Correspondence sent to applicant regarding moving forward with application.

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: Kris Nichols

Planning Status

Status Date: Dec-09-2013

Staff awaiting final feasibility study

Status Date: Nov-14-2013

CIM held on Nov 16, Draft Feasibility study submitted

Status Date: Oct-07-2013

CIM scheduled for November 16

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2013.1	Landworks Consultants Planner: 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: Nov-18-2013

Bylaws given first reading. Awaiting issuance of PLA prior to CIM and PH

Status Date: Sep-09-2013

Submission updated to use just DL 79. Submission recommended to proceed to bylaw development.

Status Date: Jun-14-2013

Preliminary Report written for July 15th LTC

Subdivision

File Number	Applicant Name	Date Received	Purpose
GL-SUB-2007.1	LPG Landplan Group Inc (Zizzy/Brown) Planner: 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: Oct-24-2013

Application near completion awaiting word from applicant to complete.

Status Date: Sep-09-2013

Survey plans completed, awaiting executed covenants by applicant.

Status Date: Jun-27-2013

Survey being pinned, final touches by applicant on covenant

File Number	Applicant Name	Date Received	Purpose
GL-SUB-2012.1	Louis Gothier c/o Ron Taylor Planner: 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. c/o Peter Thomson BCLS Planner: Kris Nichols	Jul-04-2012	Creating 12 new lots

Planning Status

Status Date: Nov-28-2013

PLA conditions met and letter submitted to MoTI

Status Date: Oct-28-2013

DP application to be considered at Nov 18 LTC as a condition of PLA

Status Date: Sep-25-2013

Bylaws approving zoning not approved still waiting Ministry approval and registration of covenants

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

Planning Status

Status Date: Dec-23-2013

Application submitted to planner to initiate review

Status Date: Dec-20-2013

received subdivision pkg from applicant along with fee and supporting documents, emailed app to LTC, sent receipt letter

Status Date: Dec-03-2013

Logged referral, sent applicant fee request letter. CC'd LTC, MoTI, and Planner, created electronic file.

Galiano Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

Updated: February 3, 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.

No	Meeting Date	Resolution No.	Issue	Policy
4.	September 17, 2012	GL-LTC-100-12	Short Term Vacation Rentals	THAT 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: 1. There are issues related to health and safety; 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; 3. The owner of the property uses more than one property on Galiano Island as a STVR. THAT 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; THAT the policy remains in effect until such time as the regulatory review is complete.
5.	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.

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