



Galiano Island Local Trust Committee

Regular Meeting Agenda

Date: September 11, 2017
Time: 12:30 pm
Location: Galiano South Community Hall
141 Sturdies Bay Road, Galiano Island, BC

	Pages
1. CALL TO ORDER	12:30 PM - 1:00 PM
2. APPROVAL OF AGENDA	
3. TOWN HALL AND QUESTIONS	
4. COMMUNITY INFORMATION MEETING	
none	
5. PUBLIC HEARING	
none	
6. MINUTES	1:00 PM - 1:15 PM
6.1 Local Trust Committee Minutes Dated July 10, 2017 (for Adoption)	4 - 14
6.2 Section 26 Resolutions Without Meeting Report	
none	
6.3 Advisory Planning Commission Minutes	
none	
7. BUSINESS ARISING FROM MINUTES	1:15 PM - 1:45 PM
7.1 Follow-up Action List Dated August 2017	15 - 16
8. DELEGATIONS	
8.1 A. Loveridge re: Seeking LTC Support for Transfer of Lands	
9. CORRESPONDENCE	
<i>Correspondence received concerning current applications or projects is posted to the LTC webpage</i>	
none	

10.	APPLICATIONS AND REFERRALS	1:45 PM - 2:30 PM	
10.1	Salt Spring Island Local Trust Committee Bylaws No. 502 & 503 Referral (attached) (for response)		17 - 19
10.2	Salt Spring Island Local Trust Committee Bylaws No. 500 & 501 Referral (attached) (for response)		20 - 21
10.3	CRD - Gulf Islands Regional Trails Plan (attached)		22 - 55
10.4	GL-DVP-2017.4 (McMillan) - Staff Report (attached)		56 - 79
10.5	GL-RZ-2016.2 (Galiano Conservancy) - Staff Report (attached)		80 - 111
10.6	GL-RZ-2017.1 (Stevens) - Staff Report (attached)		112 - 135
11.	LOCAL TRUST COMMITTEE PROJECTS	2:30 PM - 3:15 PM	
11.1	Telecommunications Special APC Terms of Reference - Staff Report (attached)		136 - 149
11.2	Affordable Housing Special APC - Staff Report (attached)		150 - 158
12.	REPORTS	3:15 PM - 4:00 PM	
12.1	Work Program Reports (attached)		
12.1.1	<u>Top Priorities Report Dated August 2017</u>		159 - 159
12.1.2	<u>Projects List Report Dated August 2017</u>		160 - 161
12.2	Applications Report Dated August 2017 (attached)		162 - 165
12.3	Trustee and Local Expense Report Dated June 2017 (attached)		166 - 166
12.4	Adopted Policies and Standing Resolutions (attached)		167 - 168
12.5	Local Trust Committee Webpage		
12.6	Chair's Report		
12.7	Trustee Report		
12.8	Trust Fund Board Report		
12.8.1	<u>Crystal Mountain Conservation Proposal - Memo & Staff Report (attached)</u>		169 - 177
13.	NEW BUSINESS		
	none		
14.	UPCOMING MEETINGS	4:00 PM - 4:15 PM	
14.1	Next Regular Meeting Scheduled for October 2, 2017, at the South Community Hall, Galiano Island		
15.	TOWN HALL	4:15 PM - 4:30 PM	

16. CLOSED MEETING

none

17. ADJOURNMENT

4:30 PM - 4:30 PM



DRAFT

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

Galiano Island Local Trust Committee Minutes of Regular Meeting

Date: July 10, 2017
Location: North Community Hall
20925 Porlier Pass Road
Galiano Island, BC

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

Staff Present: Gary Richardson, Acting Island Planner
Colleen Doty, Recorder

Members of the public present: There were 20 members of the public present.

1. CALL TO ORDER

Chair Busheikin called the meeting to order at 12:34 p.m. and acknowledged the meeting was being held in territory of the Coast Salish First Nations. She explained the role of the minute-taker: to record decisions, not to take verbatim notes.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. TOWN HALL AND QUESTIONS

Chair Busheikin indicated this Town Hall was for items on the agenda.

Stephen Rybak, Chair of the former telecommunications Special Advisory Planning Commission (SAPC), had questions concerning the Terms of Reference (TOR) for the reconstitution of the telecommunications SAPC. One major task, according to the TOR, was to help present the "Antennae System Siting & Consultation Protocol" at a future Community Information Meeting (CIM). He wanted to clarify that was the focus, not the overall strategy. As to presenting the protocol, which protocol would the SAPC be asked to present? The one prepared by the SAPC for the LTC, or the one prepared by Staff, which amended the recommendations and presented concerns? He was unsure he felt comfortable being reappointed. With respect to the Staff Report of July 10, 2017 containing the TOR, he was unclear as to what the Chair was being asked to do (TOR, s.13), especially with regard to providing written summaries. The SAPC minutes clearly outline those discussions. He asked whether there needed to be a separate report or whether the minutes sufficed. He noted that Staff has not commented on other matters brought forward by SAPC.

Akasha Forest asked if the LTC could continue to have CRD reports at LTC meetings. The CRD has an impact on our island in terms of how money is spent and which directions are being pursued.

It was noted that CRD updates had been dropped off the agenda.

GL-2017-054

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee request staff to invite the CRD to provide a report before every Local Trust Committee meeting.

CARRIED

Planner Richardson said he would put this on the follow-up action list. It was noted that Andrea Mills is now the alternate for David Howe.

Kiyo Okuda, member of the former telecommunications SAPC, urged the LTC to address the questions of the original SAPC, noting significant issues that need to be tackled by the community at large. Bylaw compliancy was considered important by the SAPC, yet this recommendation was dropped in the staff report. He noted that Trustees need to decide the approach taken with respect to a telecommunications strategy.

Elizabeth Latta, member of the former telecommunications SAPC, echoed remarks by Mr. Rybak and Mr. Okuda. She has offered to stand for another term on the SAPC, even though the TOR, as they currently stand, are skewed and need further refinement. She suggested a facilitator might be helpful at the future CIM as CIM's can be extremely fraught and contentious.

Kiyo Okuda noted that a representative from Industry Canada had been present at a telecommunications meeting several years ago. He encouraged the Trustees to have representation from Health Canada and Industry Canada.

4. COMMUNITY INFORMATION MEETING

None

5. PUBLIC HEARING

None

6. MINUTES

6.1 Local Trust Committee Minutes Dated June 5, 2017 (for Adoption)

The following amendments to the minutes were presented for consideration:

- Page 6 of the minutes, change to "Trustee Pottle would like Industry Canada to include information regarding the methodology by which Industry Canada comes to the determination of compliance within SC6."

By general consent the Local Trust Committee meeting minutes of June 5, 2017 were adopted as amended.

6.2 Section 26 Resolutions Without Meeting Report

None

6.3 Advisory Planning Commission Adopted Minutes Dated May 23 & 30, 2017 (for Receipt)

6.3.1 APC Draft Minutes Dated June 12, 2017 (for Receipt)

The exemplary work of the APC was commended.

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List Dated June 2017

Information as provided.

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 Salt Spring Island Bylaws 487 & 496 Referral (attached)

GL-2017-055

It was MOVED and SECONDED

That the Galiano Island Local Trust Committee considers their interests unaffected by Salt Spring Island proposed bylaws 487 and 496.

CARRIED

10.2 GL-DP-2016.5 (Taylor/Diamond) - Staff Report

Planner Richardson summarized the Staff Report of July 10, 2017.

The Applicant was present and stated he had been unaware that a Development Permit had been required to repair the seawall.

There was extensive discussion about how a situation like this could be avoided in the future. The LTC considered the option of designing and providing an information pamphlet to owners. The role of local realtors in advising prospective owners of bylaws was discussed.

The applicant was asked whether the wall was exactly the same length as before the recent work was conducted. The applicant indicated the length had not changed, but that the height had increased.

Concern was expressed about the practice of doing the work, then pursuing the permit after the fact. There was discussion about what the LTC policy was when people retroactively seek a permit.

Planner Richardson acknowledged the difficulty of the situation because of ignorance.

Chair Busheikin noted that the closest thing to a bylaw policy is for the LTC to get compliance, and not pursue punitive measures. She referred to a case on another island where a seawall was removed. Seawalls are particularly controversial. There was discussion about whether, had the LTC been aware of the situation earlier, they would have recommended a greener approach. The earlier seawall was put in place at a time when climate change wasn't as well understood.

It was noted that the Islands Trust supports a Green Shores approach and the LTC would have worked hard to implement such an approach, as Development Permit Areas are based upon principles of sustainable shoreline use. The softest protection measures are encouraged and embedded within the permit.

Daphne Arber, a neighbour, noted that the whole coast has lost 10-15 feet of foreshore over the last 60 years. She asked why the seawall wasn't simply grandfathered.

Planner Richardson noted that it wasn't being grandfathered because they didn't know about it. There is consideration that a seawall has been there for a long time.

Louise Decario agreed that although a wall has been there, there are new and better ways of protecting the shore line. Seawalls tend to undercut, and that's why the bylaws are there now. She noted that a Green Shores approach was taken on Gossip Island.

GL-2017-056

It was Moved and Seconded'

That the Galiano Island Local Trust Committee approve issuance of Development Permit GL-DP-2016.5 (Diamond/Taylor).

CARRIED

10.3 GL-DVP-2017.2 (Taylor/Diamond) - Staff Report

GL-2017-057

It was MOVED and SECONDED,

That was Galiano Island Local Trust Committee approve issuance of Development Variance Permit GL-DVP-2017.2 (Taylor/Diamond).

CARRIED

10.4 GL-RZ-2011.1 (Galiano Green) - Staff Report

Bylaws No. 233, 234 & 261

GL-2017-058

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee Bylaw No. 233, cited as Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 15, 2011, be Adopted.

CARRIED

GL-2017-059

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee Bylaw No. 234, cited as Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 4, 2011, be Adopted.

CARRIED

GL-2017-060

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee Bylaw No. 261, cited as Galiano Island Housing Agreement Bylaw No. 261 be Adopted.

CARRIED

Chair Busheikin thanked Regional Planning Manager (RPM) Robert Kojima and Acting Planner 2 Kim Stockdill, and acknowledged the volunteers behind this affordable housing project. She recommended they contact the Islanders' Secure Land Association (ISLA) on Hornby.

10.5 GL-RZ-2016.2 (Galiano Conservancy) - Staff Report

Representatives from the Galiano Conservancy Association (GCA) were present. The representatives and the APC were thanked for their work.

There were questions about the road dedication and public access. Follow-up would occur with Island Planner Rob Milne. Aside from needing further clarity with respect to the mechanisms for the road dedication and public access, Trustee Pottle noted her general agreement with the other recommendations of the APC.

Louise Decario, GCA board member, noted she had been impressed by the thoroughness and dedication of the APC. GCA is concerned about extra expense of the road dedication. As far as the beach access, when there isn't a program, that road is open. There is discussion underway about creating another access (high bank). All their trails are open to the public, except when a program is in progress. She stated they would like to meet the objectives of the Road Network plan. The issue was the cost.

It was noted that the Nature Conservancy of Canada would have to be consulted as there is a covenant on the land.

Heather Martin, APC recording secretary, noted that applicants are invited to APC meetings. To avoid the situation of invitations being lost to spam boxes, invitees are now requested to confirm receipt of emails.

Suzanne Fournier, GCA board member, noted that the GCA needs the ability to have separation from public access when programs are in session.

GL-2017-061

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee receives the June 12, 2017 Advisory Planning Commission minutes and recommendations for information and consideration in a future staff report which summarizes the results of the general referral of proposed Bylaw Nos. 262 and 263.

CARRIED

GL-2017-062

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee send a letter of thanks to the members of the Advisory Planning Committee for their work.

CARRIED

A break was called at 1:46 p.m.

The meeting reconvened at 2:09 p.m.

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Telecommunications Strategy Special Advisory Planning Commission (APC) Terms of Reference - Staff Report

There was discussion with respect to the proposed Terms of Reference (TOR) for a newly constituted telecommunications SAPC. It was noted that the Staff Report appeared to be focussed on the Antennae Siting protocol. Questions were raised as to which version of the protocol goes forward to the anticipatory Community Information Meeting. There was general agreement that the TOR

required fine-tuning. A suggestion was made to change all references in the TOR to the Siting Protocol to “consultation protocol,” to broaden the scope.

Former SAPC Chair **Stephen Rybak** suggested that the LTC hold off from taking any further action on the matter, and, before moving forward to a CIM, examine, in more detail, what the SAPC had suggested as a strategy, with particular consideration to those unresolved jurisdictional-type issues.

It was acknowledged that the SAPC report needed to be kept in focus.

It was also noted that it would be desirable to leverage some of the federal money available to entice Telus to facilitate access their fibre-optic cable.

The LTC decided not to take any further action at this time and to have the telecommunications strategy TOR appear on the next agenda. It was noted that Planner Milne may wish to talk to Stephen Rybak upon his return from holidays.

12. REPORTS

12.1 Work Program Reports (attached)

12.1.1 Top Priorities Report Dated June 2017

Information as provided.

12.1.2 Projects List Report Dated June 2017

Information as provided.

12.2 Applications Report Dated June 2017(attached)

Information as provided.

12.3 Trustee and Local Expense Report Dated May 2017

Information as provided.

12.4 Adopted Policies and Standing Resolutions (attached)

Information as provided.

12.5 Local Trust Committee Webpage

There was discussion about how best to proactively communicate information to the public about such issues as Development Permit Areas and the Green Shores approach to shoreline conservation, before structures were illegally in place.

Planner Richardson noted that a public education activity would not have to be made into a project if the scope were contained.

In terms of scope, there was discussion about whether to limit the mail-out to waterfront property owners, or, to engage the entire community about all DPAs and sensitive ecosystems.

Specifics noted in the discussion:

- A double-sided fact sheet is available in the LTC office.
- One of the key messages to emphasize is for people to phone/email a planner if they are considering building something.

GL-2017-063

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee request staff to determine the cost of a mail-out to all waterfront property owners.

CARRIED

12.6 Chair's Report

Chair Busheikin reported that Trust Council was last held on Lasqueti Island, and good feedback was received on the presentations and work completed. There is an upcoming meeting with the Trust Fund Board soon. The Chair of Trust Council, Peter Luckham and the Chief Administrative Officer, Russ Hotsenpillar have been meeting with newly elected MLA's in the region, which is not typically done after an election. There is a lot of interest in making those connections and potentially opening up the *Islands Trust Act* with the aim of obtaining broader powers for the Islands Trust. Salt Spring Island's incorporation vote is September 9th and there is high engagement. The well water workshops and the "educate before regulate" approach have received positive feedback.

12.7 Trustee Report

Trustee Harris' office hours will not be held over the summer. He noted that despite the lack of infrastructure on Lasqueti Island, Trust Council was served very well by that venue. He commented on how the NDP government of 1974 created the Islands Trust to preserve and protect, and how now, under a new NDP government, there is almost no financial support to the Islands Trust. The Trust Fund Board, which we pay for, protects land for the whole province. He would like to get more support for the Islands Trust and now is a good time. He is pleased that affordable housing has been approved, on top of secondary suites and larger cottages.

Trustee Pottle noted her interest in where the Islands Trust is going and expressed concern that the new CAO keeps hearing from Trustees that we are being hemmed in by our preserve and protect mandate. She does not know what the intent is of some Trustees to open up the *Islands Trust Act*. Economic development is much more in line with what some Trustees are in favour of doing. She supports economic development as long as it is in line with preserve and protect. No funds have been allocated to potential new islands coming into the Galiano Island Local Trust Area. She attended the Well Water Workshop and was impressed with the presentation. She went back and reviewed the "Galiano

Groundwater Study” by Waterline Resources, 2011. She has been impressed also by the work that the SAPC and APC have done. She commended the work and dedication of the Galiano Green volunteers and thanked the members for their commitment. She will also support the affordable housing Special APC too. She noted that Hornby Island is going down the same path as Galiano Green. She hoped that concerns around water have been resolved by the covenant.

12.8 Trust Fund Board Report

None

13. NEW BUSINESS

13.1 Galiano Island Local Trust Committee Draft Meeting Procedures Bylaw No. 264 - Staff Report

GL-2017-064

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee Bylaw No. 264, cited as “Galiano Island Local Trust Committee Meeting Procedure Bylaw No. 162, 2004, Amendment No. 1, 2017,” be read a First Time.

CARRIED

GL-2017-065

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee Bylaw No. 264, cited as “Galiano Island Local Trust Committee Meeting Procedure Bylaw No. 162, 2004, Amendment No. 1, 2017, be read a Second Time.

CARRIED

GL-2017-066

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee Bylaw No. 264, cited as “Galiano Island Local Trust Committee Meeting Procedure Bylaw No. 162, 2004, Amendment No. 1, 2017, be read a Third time.

CARRIED

GL-2017-067

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee Bylaw No. 264, cited as “Galiano Island Local Trust Committee Meeting Procedure Bylaw No. 162, 2004, Amendment No. 1, 2017,” be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

CARRIED

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for September 11, 2017 at the South Community Hall, Galiano Island

15. TOWN HALL

Akasha Forest referred to No. 3 on the Top Priorities list (p. 200 of the package), Docks Review, and wondered if “Dock Review” should be expanded to include structures like seawalls and floating boat houses. Foreshore structures will impact First Nations’ interests, endangered ecosystems, endangered species, and public access to the foreshore. She stressed the importance of being proactive and having the community understand the issues, which have a way of suddenly landing, unanticipated, on communities.

Tom Hennessy commented on microcells, and referred to Telus putting microcells along the road in place of cell towers. He expressed concern for exposure to harmful frequencies. He just got rid of his WIFI and wondered if anyone considered the value of doing that, as part of a telecommunications strategy? He noted that “preserve and protect” has been modified to be flexible and support viable communities. He commended Chair Busheikin and Trustee Harris for their efforts in support of Galiano Green, and thanked Trustee Pottle for her comments today.

Kiyo Okuda commented on the prospective mail-out for DPA’s. He had been hoping it would become a project as he thinks the issue will be ongoing. He would like staff to coordinate a website effort with a slogan such as: “When you want to bust, go to the Trust.” He was concerned about work related to Short Term Vacation Rentals. He thinks it should be made easier for residents in any zone to find out more information about their bylaw zoning. The telecommunications SAPC worked hard to identify and resolve unresolved issues. He would like to see staff examine these issues and he provided examples of several unresolved issues.

Louise Decario emphasized education and, referring to the prospective mail-out for DPA’s, she was concerned that targeting just the water-front owners was too specifically focused. She wanted to see more public education about sensitive ecosystems, riparian areas and wetlands. She referred to a resident who had recently put a road through an unmapped wetland. She urged the LTC to remind people they are in the protected Trust Area. People come here because of what we have, and then wish to proceed to change it. She supported broadening the content of the mail-out and considered that it would be feasible to do so.

16. CLOSED MEETING (Distributed under Separate Cover)

16.1 Motion to Close the Meeting

GL-2017-068

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee regular business meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s. 90(1) (a & d) for the purpose of considering:
Adoption of In-Camera Minutes Dated December 5, 2016
Appointment of SAPC Members and that the recorder and staff attend the meeting.

CARRIED

The public was asked to adjourn for a Closed Meeting at 3:40pm.

16.2 Recall to Order

The meeting was recalled to order at 3:48pm.

16.3 Rise and Report

The Chair reported the LTC had adopted In-camera minutes dated December 5, 2016, as amended, and reappointed three members of the SAPC.

17. ADJOURNMENT

By general consent the meeting was adjourned at 3:50pm.

Laura Busheikin, Chair

Certified Correct:

Colleen Doty, Recorder

Follow Up Action Report

Galiano Island

02-May-2016

Activity	Responsibility	Target Date	Status
GL-TUP-2016.1 (Stettner) - Proposed covenant received. Staff waiting for confirmation of registration.	Rob Milne	01-Jul-2016	On Going

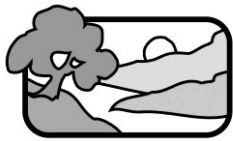
10-Jul-2017

Activity	Responsibility	Target Date	Status
Minutes of June 5, 2017 adopted as amended.	Lori Foster		Done
Salt Spring LTC Bylaws 487 and 496 - Galiano LTCs interest unaffected.	Sharon Lloyd-deRosario		Done
GL-DP-2016.5 (Taylor/Diamond) - issued as drafted.	Sharon Lloyd-deRosario		Done
GL-DVP-2017.2 (Taylor/Diamond) - issued as drafted.	Sharon Lloyd-deRosario		Done
GL-RZ-2011.1 (Galiano Green) - Bylaws 233, 234 and 261 to be updated showing adoption.	Sharon Lloyd-deRosario		Done
GL-RZ-2016.2 (Galiano Conservancy) - staff report to be prepared summarizing the results of general referral of Bylaws 262 and 263.	Rob Milne		Done
Telecommunications Terms of Reference - to be placed on September agenda for further discussion.	Sharon Lloyd-deRosario		Done
Meeting procedures bylaw 264 to be updated showing 1st reading, 2nd reading, 3rd reading (DONE) and forwarded to the Executive Committee for approval. Carmen is taking to Aug 30 EC	Sharon Lloyd-deRosario		Done



Follow Up Action Report

Kiyo Okuda, Sephen Rybak and Elizabeth Lada to be appointed to the Galiano Island Telecommunications Special APC, for a term commencing immediately, with no end date specified.	Sharon Lloyd-deRosario Lori Foster	Done
In-camera minutes of Dec 5, 2016 to be adopted as amended.	Lori Foster	Done
The cost of mailing DPA guidelines to all waterfront property owners to be calculated and provided to the LTC in order for the LTC to determine if the it wants to target mail DPA guidelines to all waterfront property owners.	Rob Milne Lori Foster	Done
Staff to invite the CRD to provide a report before every Local Trust Committee meeting.		On Going



Islands Trust

BYLAW REFERRAL FORM

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

Island: Salt Spring Island Trust Area **Bylaw No.:** 502 and 503 **Date:** July 20, 2017

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.

APPLICANTS NAME / ADDRESS:

Robert Langevin, Box 208, Salt Spring Island, BC, V8K 2V9 - lcrob@telus.net

PURPOSE OF BYLAW:

Bylaw No. 502: to amend Salt Spring Island Official Community Plan Bylaw No. 434 to remove the subject property from Development Permit Area 2, Non-Village Commercial and Industrial
Bylaw No. 503: to amend Land Use Bylaw No. 355 to change the zoning of the subject property from Commercial Accommodation Zone CA2 to Residential Zone R8

GENERAL LOCATION:

805 Vesuvius Bay Road, Salt Spring Island, BC

LEGAL DESCRIPTION:

Lot 1, Section 10, Range 3 West, North Salt Spring Island, Cowichan District, Plan 23440

SIZE OF PROPERTY AFFECTED:

Approximately 2 acres

ALR STATUS:

N/A

OFFICIAL COMMUNITY PLAN DESIGNATION:

Residential Neighbourhood

OTHER INFORMATION:

To review all staff reports and proposed bylaws, please see our webpage under application SS-RZ-2016.1:
<http://www.islandstrust.bc.ca/islands/local-trust-areas/salt-spring/current-applications/current-application-documents/>

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.

Name: Seth Wright

Title: Planner 2

This referral has been sent to the following agencies:

Provincial Agencies

BC Assessment Authority
BC Ferry Services Inc.
Ministry of Community, Sport & Cultural Development
Ministry of Transportation & Infrastructure
Ministry of Natural Resource Operations – Archaeology Branch
Ministry of Forest Lands & Natural Resource Operations – Front Counter BC
BC Transit

Regional Agencies

CRD – All Referrals & K. Campbell
CRD – SSI Parks and Recreation
CRD – SSI Senior Manager
CRD – SSI Building Inspection
Vancouver Island Health Authority

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee
Mayne Island Local Trust Committee
North Pender Island Local Trust Committee
Thetis Island Local Trust Committee
Cowichan Valley Regional District

PLEASE TURN OVER ➔ 17

Non-Agency Referrals

BC Ambulance Service
North Salt Spring Waterworks District
RCMP
SSI Chamber of Commerce
SSI Fire-Rescue
SSI Harbour Authority
Main Road Contracting

First Nations

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

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 Local Trust Area

(Island)

502 and 503

(Bylaw Number)

(Signature)

(Title)

(Date)

(Agency)



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.:** 500 and 501 **Date:** August 24, 2017

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 40 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Mr. Ian Laing, Gulf Islands Brewing Ltd., 565 David Street, Victoria, BC V8T 2C7

PURPOSE OF BYLAW:

This application proposes to amend the Official Community Plan and Land Use Bylaw to rezone a rural-zoned property to permit an existing brewery that previously operated as a home-based business. The rezoning also proposes four additional dwelling units with a maximum floor area of 50 square meters each, in addition to a principal single-family dwelling.

GENERAL LOCATION:

270 Furness Road, Salt Spring Island

LEGAL DESCRIPTION:

Lot 8, Section 5, Range 1, South Salt Spring Island, Cowichan District, Plan 25293 (PID 002-903-091)

SIZE OF PROPERTY AFFECTED:

6.37 hectares/15.7 acres

ALR STATUS:

N/A

OFFICIAL COMMUNITY PLAN DESIGNATION:

Forestry (F)

OTHER INFORMATION:

The proposed development is contained within a 0.6 hectare (1.5 acre) area adjacent to the road frontage. To review staff reports and the proposed bylaws, please see our webpage under application SS-RZ-2016.4 – 270 Furness Road
<http://www.islandstrust.bc.ca/islands/local-trust-areas/salt-spring/current-applications/current-application-documents/>

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.

Name: Seth Wright

Title: Planner

This referral has been sent to the following agencies:

First Nations

Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Penelakut Tribe
Stz'uminus First Nation

Malahat First Nation
Pauquachin First Nation
Tsartlip First Nation
Tsawout First Nation
Tseycum First Nation

Semiahmoo First Nation
Tsawwassen First Nation

Hul'qumi'num Treaty Group (for information only)
Te'Mexw Treaty Association (for information only)

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee
Mayne Island Local Trust Committee
North Pender Island Local Trust Committee
Thetis Island Local Trust Committee

Regional Agencies

CRD – All Referrals & K. Campbell
CRD – SSI Economic Development Commission
CRD – SSI Senior Manager
CRD – SSI Building Inspection
CRD – SSI Director
CRD – SSI Transportation Commission
CRD – Environmental Eng. Division
Vancouver Island Health Authority
Cowichan Valley Regional District

Non-Agency Referrals

BC Ambulance Service
RCMP
SSI Chamber of Commerce
SSI Fire-Rescue

Provincial Agencies

Agricultural Land Commission
Ministry of Agriculture
BC Assessment Authority
Ministry of Municipal Affairs and Housing
Ministry of Transportation & Infrastructure
Ministry of Environment and Climate Change Strategy
Ministry of Forest Lands & Natural Resource Operations – Front Counter BC
Ministry of Jobs, Tourism & Skills

**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)

500 and 501
(Bylaw Number)

(Title)

(Agency)



Making a difference...together

Regional Parks

490 Atkins Avenue
Victoria, BC, Canada V9B 2Z8

T: 250.478.3344
F: 250.478.5416
www.crd.bc.ca/parks

July 24, 2017

File: 6130.30
Gulf Islands

Galiano Island Local Trust Committee

Via email to Regional Planning Manager Robert Kojima (rkojima@islandstrust.bc.ca)

Dear Galiano Island Local Trust Committee:

**RE: CAPITAL REGIONAL DISTRICT – GULF ISLANDS REGIONAL TRAILS PLAN
REQUEST FOR GALIANO ISLAND LOCAL TRUST COMMITTEE COMMENTS ON
DRAFT PLAN**

Over the past six months, the Capital Regional District (CRD), Regional Parks Division, has been undertaking a planning process to develop a Gulf Islands Regional Trails Plan. Regional trails provide opportunities for recreation and active (non-motorized) transportation and link communities and key regional destinations. The draft Gulf Islands Regional Trails Plan identifies a conceptual route for a regional trail on each of Galiano, Mayne, North and South Pender, Salt Spring, and Saturna Islands, as well as provides policies to guide implementation and trail development over the long term.

The Capital Regional District Board recently released the draft Gulf Islands Regional Trails Plan for public review and comments will be received until **September 30, 2017**. Given that the Islands Trust has land use jurisdiction on the Gulf Island and the draft Gulf Islands Regional Trails Plan proposes the development of approximately 50 km of new regional trails on several of the southern Gulf Islands, I am seeking comments from each applicable Local Trust Committee on the draft plan. Comments are also being sought from other federal and provincial agencies, First Nations, key CRD commissions and the public. All comments received by September 30 will be considered and will help us finalize the plan for approval by the CRD Board.

I have attached a copy of the draft plan and comment form for the Local Trust Committee's use. Feel free to provide additional comments on a separate sheet if needed. Please send comments to the attention of Carolyn Stewart, Park/Trail Planner by mail (490 Atkins Ave., Victoria BC V9B 2Z8), email (crdparks@crd.bc.ca) or fax (250.478.5416) by September 30.

Sincerely,

Mike Walton, PhD
Senior Manager, Regional Parks

Attachments: (2) Draft Gulf Islands Regional Trails Plan and Comment Form

cc: info@islandstrust.bc.ca
[Brett Hudson \(bhudson@crd.bc.ca\)](mailto:Brett.Hudson@crd.bc.ca)

Draft Gulf Islands Regional Trails Plan

COMMENT FORM



Capital Regional District | Parks & Environmental Services

The Capital Regional District (CRD) is developing a regional trails plan for Galiano, Mayne, North and South Pender, Salt Spring and Saturna Islands. The plan identifies a conceptual regional trail route on each island and outlines how each regional trail will be developed over the long term. The purpose of this comment form is to seek your input on the draft Gulf Islands Regional Trails Plan. Your responses will remain anonymous and will only be used by CRD Regional Parks for planning purposes involving the Gulf Islands Regional Trails Plan.

The comment form should take about 15 minutes to complete. You can fill out this form online at www.crd.bc.ca/project/gulf-islands-regional-trails-plan, if preferred.

Comment forms will be received until 4:30pm on September 30, 2017.

Mail to 490 Atkins Ave., Victoria V9B 2Z8 | Email crdparks@crd.bc.ca | Fax 250.478.5416

Strategic Direction – Policies

Twenty policies are proposed to provide direction and guide implementation of the plan on pages 12-14.

1. Overall, do you support or oppose the proposed policies?

☐ Strongly support

☐ Oppose

☐ Support

☐ Strongly oppose

☐ Neutral

☐ No opinion

2. Are there specific policies you oppose or strongly oppose? If so, please note the policy number(s) below and provide a brief explanation for your opposition.

3. Are there additional policies needed? If so, please list them below.

Regional Trail Routes

The proposed regional trail routes, when completed, will provide approximately 50 km of new regional trails for pedestrian and cycling use. The proposed routes are illustrated on the map on page 17 and summarized below.

- The proposed regional trail on Galiano Island will link the Sturdies Bay ferry area to Matthews Point Regional Park and Montague Harbour Marine Provincial Park.
- The proposed regional trail route on Mayne Island will link the Village Bay ferry area to Miners Bay village and dock, and to Mt Parke Regional Park.
- The proposed route on North and South Pender Islands will link the Otter Bay ferry area to the Driftwood Centre commercial area and to Prior Centennial Campground and Mt Norman/Beaumont in Gulf Islands National Park Reserve.
- The proposed route on Salt Spring Island will link the Vesuvius ferry area, Ganges, Burgoyne Bay Provincial Park, and the Fulford ferry area.
- The proposed route on Saturna Island will link the Lyall Harbour ferry area to the community hub at Harris Road and to the Narvaez Bay area in Gulf Islands National Park Reserve.

4. Overall, do you support or oppose the proposed regional trail routes?

☐ Strongly support

☐ Oppose

☐ Support

☐ Strongly oppose

☐ Neutral

☐ No opinion

5. Do you support the following individual regional trail routes?

Galiano (page 18)

☐ Yes

☐ No

☐ No opinion

Mayne (page 19)

☐ Yes

☐ No

☐ No opinion

North and South Pender (page 20)

☐ Yes

☐ No

☐ No opinion

Salt Spring (page 21)

☐ Yes

☐ No

☐ No opinion

Saturna (page 22)

☐ Yes

☐ No

☐ No opinion

6. If there are specific routes you do NOT support (in Question 5 above), please note the island and provide a brief explanation for your opposition.

Implementation

The Plan identifies priorities for implementation. Given that 50 km of new regional trail is proposed over multiple islands and trail development will have significant costs, a phased approach is recommended. The approach includes developing an initial section on each island, as noted below. Once initial sections are completed, priorities for the next round of development will be set.

Note: The CRD identified the Mayne Island Regional Trail demonstration project as a priority in 2015 and trail design is in progress. The other four initial trail segments have been prioritized by potential levels of use based on island populations and BC Ferries' bicycle and walk-on passenger statistics. Once these initial sections are completed, further trail development priorities will be set.

Mayne Island - 2.3 km regional trail demonstration project between Village Bay and Miners Bay

Salt Spring Island – 5 km regional trail route between Vesuvius area and Ganges

North Pender Island – 5 km regional trail route between Otter Bay area and Driftwood Centre

Galiano Island – 5 km regional trail route between Sturdies Bay area to Matthews Point
Regional Park

Saturna Island – 2 km regional trail route between Lyall Harbour area and Harris Road

Note: kilometres above are approximate only.

7. Overall, do you support or oppose the proposed phased approach to regional trail development?

☐ Strongly support

☐ Support

☐ Neutral

☐ Oppose

☐ Strongly oppose

☐ No opinion

8. If you oppose the proposed phased approach, please provide a brief explanation for your opposition.

9. Do you have any other comments related to the Draft Gulf Islands Regional Trails Plan?

Thank you for your participation. We value your input.

Personal information contained on this form is collected under the authority of the Local Government Act and is subject to the Freedom of Information and Protection of Privacy Act. The personal information will be used for purposes directly associated with this survey. Inquiries about the collection or use of information in this form can be directed to Karen Ward, Administrative Officer, Capital Regional District 250.360.3339.

Regional Trails Plan for the Gulf Islands

Capital Regional District | DRAFT May 30, 2017



Capital Regional District Regional Parks
490 Atkins Avenue, Victoria BC V9B 2Z8
T: 250.478.3344 www.crd.bc.ca/parks

CRD
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Acknowledgements

CRD Regional Parks would like to acknowledge and thank everyone that participated in the planning process for their contributions.

Project Team

Brett Hudson, Manager, Planning, Resource Management & Development, Regional Parks
Carolyn Stewart, Planner, Regional Parks
Emma Taylor, Planner, Regional Parks/Juan de Fuca Electoral Area
Todd Shannon, Operations Supervisor, Regional Trails and Southern Gulf Islands, Regional Parks
June Klassen, Manager, Service Delivery, Southern Gulf Islands Electoral Area
John Hicks, Senior Transportation Planner, Regional & Strategic Planning
Dan Ovington, Manager, Salt Spring Island Parks & Recreation
Sarah Forbes, GIS Technologist, Regional Parks
Laurie Sthamann, Communication, Regional Parks

First Nations

Lands Sub-committee, Tsawout First Nation
Chief Tanya Jimmy, Tseycum First Nation

Government Liaison

Robert Kojima, Islands Trust
Stephan Cermak, Islands Trust
Susan Randall, Ministry of Transportation & Infrastructure
Grace Sherratt, Ministry of Transportation & Infrastructure
David Koch, Ministry of Transportation & Infrastructure
Joe Benning, BC Parks
Francine Burnett, Parks Canada

Cover Photo: View from Matthews Point Regional Park Reserve, Galiano Island

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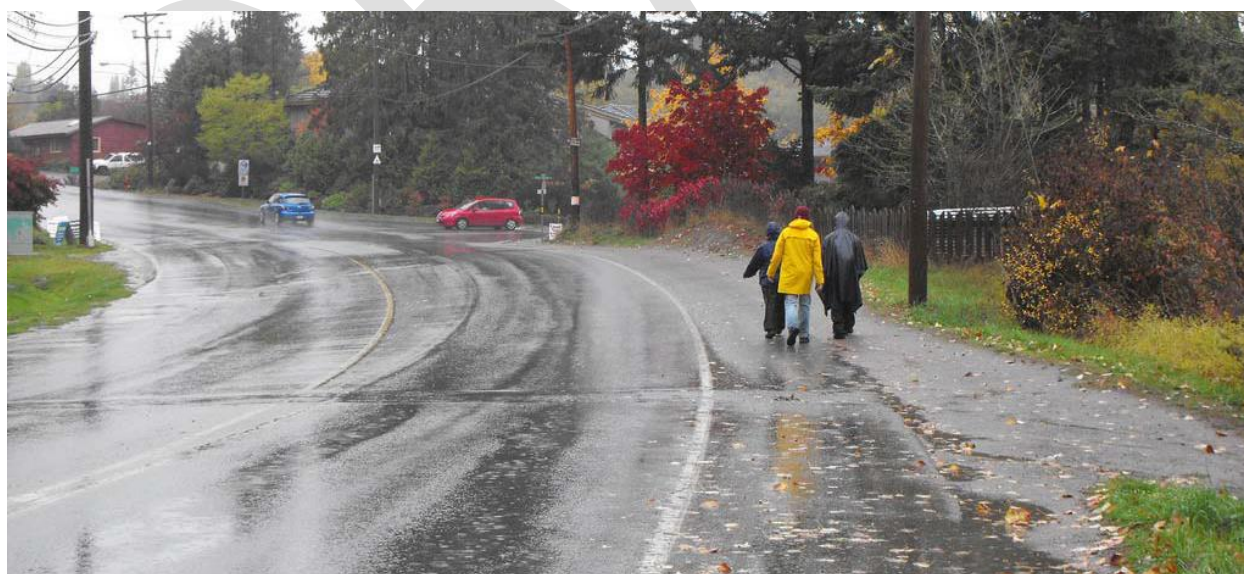
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Salt Spring Island roadway (Pedestrian and Cycling Master Plan: Salt Spring Island Edition)

1 Executive Summary

The Capital Regional District (CRD) has prepared a Regional Trails Plan for the Gulf Islands (the Plan). The Plan identifies a conceptual route for a regional trail on each of Galiano, Mayne, North and South Pender, Salt Spring, and Saturna Islands (Map 3, page 17). Each of the proposed trail routes will connect a main transportation hub, such as a ferry terminal, with key destinations on island, for example a commercial hub or a regional, provincial or national park. The Plan also provides guidance on how to prioritize the development of these regional trails and how the CRD will work together with others to implement the plan. Policies in the approved Regional Trails Management Plan (2016) also apply and will guide implementation of regional trail development and management in the Gulf Islands.

Implementation of the Plan will create approximately 50 km of regional trail, benefiting the region by providing opportunities for non-motorized recreation and active transportation, and by facilitating eco-tourism. Completion of the trails will be a long term initiative. The regional trails will provide an arterial route on each island to which other local trails can connect, creating a wider network. Largely, they will provide separated, off-street routes that will accommodate pedestrians and cyclists. Where possible, the trail route will be within the Ministry of Transportation and Infrastructure road right-of-way; however, in some locations segments of trails may be on roads.

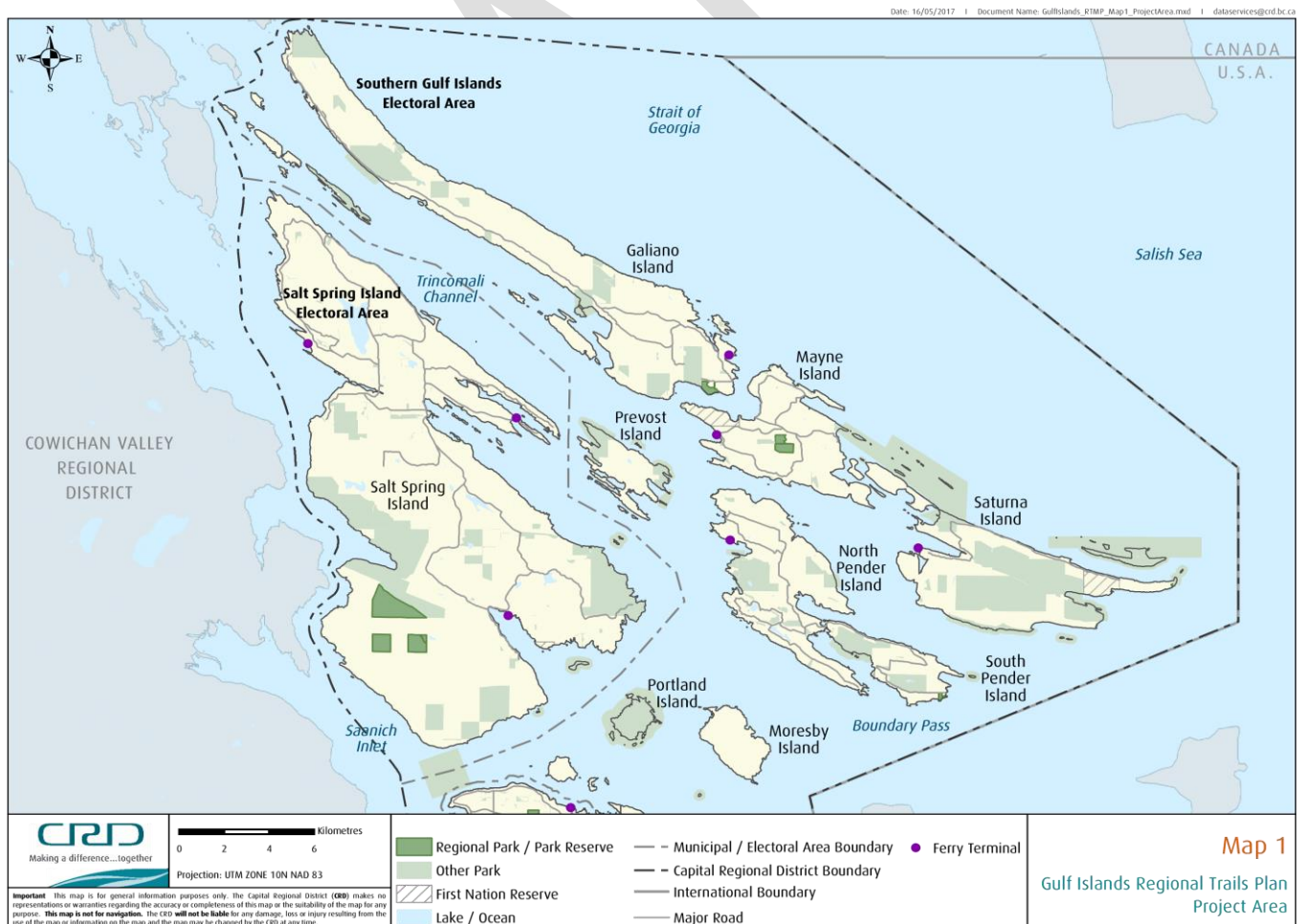
Completion of this Plan achieves a strategic action identified in the Regional Parks Strategic Plan 2012-2021 and a priority action identified in the Regional Trails Management Plan (2016). Further, it supports the Experience the Gulf Islands initiative of the Southern Gulf Islands Economic Sustainability Commission and the Salt Spring Island Economic Development Commission. One of the strategies in the Experience the Gulf Islands Concept Plan is the need for on-going liaison among the various organizations that are working on trail projects to ensure a coordinated trail system. In developing the Plan, a number of other plans have been considered, including the Pedestrian and Cycling Master Plan: Salt Spring Island Edition (2013), the Salt Spring Island Parks System Master Plan (2011) and official community plans for the various islands. In addition, the public engagement process has provided opportunities for input from the public, First Nations, and other government agencies.

2 Context

2.1 Purpose of the Plan

The purpose of the Gulf Islands Regional Trails Plan (the Plan) is to identify a conceptual regional trail route on Galiano, Mayne, North and South Pender, Salt Spring and Saturna islands. The project area is shown on Map 1, below. Each regional trail route aims to connect a main transportation hub, such as a ferry terminal, with key destinations on island, for example a commercial area or a regional, provincial, or national park. The Plan also provides guidance on how the trails will be prioritized, developed, managed and operated.

Implementation of the Plan will create five new regional trails, totaling approximately 50 kilometers that will benefit the region by providing opportunities for non-motorized recreation and active transportation and by facilitating eco-tourism. These trails will contribute to an integrated network of trails on the islands.



2.2 Strategic Context

Regional trails play a role in both the Regional Parks service (recreation) and in the Regional & Strategic Planning service (active transportation) of the CRD. The Plan expands upon broad and strategic statements made in the Regional Parks Strategic Plan 2012-2021 and the Regional Trails Management Plan (2016).

The CRD's Regional Parks Strategic Plan identified a strategic action to initiate planning for the regional trails system on Salt Spring Island and the Southern Gulf Islands and outlined a conceptual regional trail route on Salt Spring Island. The 2016 Regional Trails Management Plan provides strategic direction for all regional trails and also establishes the general project scope for this project. Other related plans, such as the Experience the Gulf Islands Concept Plan, the Pedestrian and Cycling Master Plan: Salt Spring Island Edition, and official community plans, also provided guidance and context for the development of the Regional Trails Plan. More information about these plans is provided in Appendix 1.

Other park agencies with lands and trails in the Gulf Islands include local community park and recreation commissions of the CRD, BC Parks and Parks Canada. Some local organizations are also active in developing trails and/or promoting hiking, cycling, and equestrian opportunities. Alignment and cooperation between CRD Regional Parks and these others will be important in the development of trail networks that complement the regional trail routes. Liaison with the Ministry of Transportation and Infrastructure (MOTI) is key also. At this time, roads in the Gulf Islands are the responsibility of the MOTI and if trails are to be built within the road allowances, MOTI approval is required.

2.3 Project Background

An initial trail planning process for the Southern Gulf Islands was undertaken in 2013-2014 in association with the Southern Gulf Islands Economic Sustainability Commission's Experience the Gulf Islands initiative. Information was gathered at meetings and public events regarding where future trails on the islands were desired. This work was broad in scope and identified desired local, regional and national park trails. The information collected through that earlier process was used as a starting point to identify potential regional trail routes for this plan.

2.4 Regional Setting

The Southern Gulf Islands and Salt Spring Island are two Electoral Areas within the CRD and lie within the Islands Trust Area. For the purposes of this plan, Galiano, Mayne, North and South Pender, Salt Spring and Saturna Islands are collectively referred to as the Gulf Islands. The Islands Trust provides local land use planning services while the CRD provides other services, one of which is the provision of regional parks and regional trails.

The total population of the Gulf Islands in 2016 was 15,289 (Table 1). This has not changed significantly from the 2011 census population.

Table 1: 2016 Population

2016 Population (Census)	
Salt Spring Electoral Area	10,557
Southern Gulf Islands Electoral Area	4,732
Total Gulf Islands	15,289
By Island	
Galiano Island	1,044
Mayne Island	949
Pender Island	2,302
Salt Spring Island	10,557
Saturna Island	354

Source: CRD, 2016, *Demographics, Population Change 2016 Census Results, Capital Region*

Four First Nations have reserve lands on the Gulf Islands. Tsawout and Tseycum First Nations share a reserve on Saturna Island and one on South Pender Island. Tsawout also has a reserve on Salt Spring Island. Tsartlip First Nation has a reserve on Mayne Island and the Penelekut First Nation has a reserve at the north end of Galiano Island. These reserves and other lands are used by the First Nations for hunting, gathering, and other cultural practices.

BC Ferries provides ferry service to the Southern Gulf Islands from Swartz Bay and from Tsawwassen. Service to Salt Spring Island is provided from Crofton to Vesuvius, Swartz Bay to Fulford Harbour, and Tsawwassen to Long Harbour. BC Ferries records annual vehicle and passengers by route. For the purposes of this project, BC Ferries provided data on annual bicycle and foot passenger trips, in addition to overall vehicle numbers.

Table 2 shows the traffic statistics by mode of transportation for 2016. More details on bicycle and foot passengers is provided in Appendix 2. This information is useful to help determine where regional trail development might be prioritized based on the levels of use.

Table 2: BC Ferries Traffic Statistics 2016

Route	Vehicles	Bicycles	**Foot Passengers
Tsawwassen- Southern Gulf Islands*	136,535	9,351	131,952
Swartz Bay – Southern Gulf Islands	199,650	5,034	50,034
Swartz Bay - Fulford	240,682	5,246	51,271
Crofton - Vesuvius	188,209	2,570	35,130

Source: BC Ferries, Traffic Statistics System, Total Vehicle and Passenger Counts by Route for 2016.

*Southern Gulf Islands includes Galiano, Mayne, North Pender, and Saturna Islands.

**Foot passengers are only counted leaving Tsawwassen, Swartz Bay and Crofton.

In addition to BC Ferries, some visitors to the Gulf Islands arrive by private boat, water taxi, or float plane to the various community docks overseen by the CRD's Southern Gulf Islands Harbours Commission.

In line with the Experience the Gulf Islands Concept Plan, efforts to increase community bus services on the islands and passenger-only ferry service between the islands is being investigated by the Southern Gulf Islands Community Economic Sustainability Commission. The Ministry of Transportation & Infrastructure (MOTI) has jurisdiction over roads in the unincorporated electoral areas and has responsibility for ongoing maintenance and road improvements. MOTI and Islands Trust have an agreement to maintain rural road standards and to protect heritage aspects of the road corridors on the islands.

A number of larger trails, including The Great Trail (formerly known as the Trans Canada Trail), a 24,000 kilometer trail across Canada, and the Salish Sea Marine Trail are located in the vicinity. Future regional trails developed on the Gulf Islands will complement these routes and create an enhanced experience for users (Map 2).



 CRD Making a difference...together	0 2 4 8 Kilometres Projection: UTM ZONE 10N NAD 83	- The Great Trail - Main Route - The Great Trail - Alternate Route - Salish Sea Marine Trail - Galloping Goose Regional Trail - Juan de Fuca Marine Trail - Ferry Terminal - Ferry Route - Project Area	Map 2 Gulf Islands Regional Trails Plan Regional Context
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Important: This map is for general information purposes only. The Capital Regional District (CRD) makes no representations or warranties regarding the accuracy or completeness of this map or the suitability of the map for any purpose. This map is not for navigation. The CRD will not be liable for any damage, loss or injury resulting from the use of the map or information on the map and the map may be changed by the CRD at any time.

16/05/2017 | GulfIslands_20160520_20160520_20160520_20160520 | gis@crd.ca

3 Strategic Direction

3.1 Vision

In 2016, the CRD approved the Regional Trails Management Plan, which sets out a vision for all existing and future regional trails, including those on the Gulf Islands:

"As the Regional Trails system grows and matures, a network of interconnected trails emerges. The trails connect the Capital Region's communities and facilitates access to key destinations within and beyond the region. The network facilitates active, healthy lifestyles for people of all ages and abilities by providing opportunities for recreation and active transportation. We work together to create and maintain regional trails as greenway corridors that accommodate a diversity of users. The Capital Regional District promotes respect among users and supports positive experiences for all".

Over the years, through different trail-related projects, residents of the Gulf Islands have expressed key components of their vision for trail systems on their islands. Their vision can be expressed as follows:

The Gulf islands are like a necklace jeweled together by unique destinations. From wild coasts and beaches, pastoral farmlands, spectacular bluffs, and quaint villages to cool and shady forests, glacially-striated and sandstone pocked rock formations, these islands provide a priceless experience in the Salish Sea.

Trail systems on the islands are sustainable in design, respectful of adjacent neighbours, provide opportunities for multiple users, and provide recreation and alternative transportation opportunities. Trails are used as part of the daily routine of local people and attract visitors to experience naturally and culturally significant destinations on the islands.

An array of visitor services and amenities are available on or along the trails to serve cyclists and backpackers, families and individuals, and young and old alike.

These visions, one related specifically to regional trails and one broader in nature, are complementary. The visions will be achieved through trail planning and development that spans local, regional, provincial, and national agencies and groups. This Regional Trails Plan is just one step in creating a broad network of trails on the Gulf Islands. In the longer term, once the five regional

trails are in place and have been operating for some time, the CRD will be in a position to assess if additional regional trails are needed on the islands.

3.2 Policies

The strategic policies and general direction in the Regional Trails Management Plan (2016) apply to the Gulf Islands Regional Trails identified in this plan. Other approved CRD policies, such as the 2016 policy on regional park and trail naming conventions, also apply to the regional trails on the Gulf Islands.

The following policies relate specifically to regional trails on the Gulf Islands:

1. The regional trail routes proposed in this plan are conceptual in nature. The specific route for the trail may vary somewhat depending on more detailed assessments of the route at the trail design stage.
2. Where regional trails are proposed within the road right-of-way, CRD Regional Parks encourages MOTI to participate early in the trail design process by conducting site visits and reviewing preliminary design standards.
3. Wherever possible, regional trails will be separated from the travelled portion of roads. Where there is insufficient road right-of-way for a separated trail, the regional trail routes may be on-road or the CRD may work with interested adjacent landowners to accommodate the trail routes.
4. Where MOTI is dedicating any road right-of-ways in future where a regional trail is planned, the CRD will request that MOTI dedicate a road right-of-way sufficient to accommodate a separated regional trail.
5. The CRD will liaise with the Island Trust and the MOTI to indicate the CRD's interest in being referred information regarding development proposals adjacent to proposed regional trail routes. Further, where appropriate, the CRD may request that the approving agency require the development proponent to assist with the regional trail in some way as a requirement of approval (e.g. provide land tenure, cash in lieu, or in-kind contribution towards development of the regional trail).
6. Where the trail route is along a road identified as a Heritage Road by MOTI and Islands Trust, regional trails will be designed to respect key heritage features of the road corridor.
7. Trail development will be based on best practices to maximize safety, minimize environmental impacts, and maximum cost-efficiency and longevity of regional trails.

8. The Regional Trails Plan will be implemented using a phased approach. An initial segment of trail will be developed on each island generally linking the ferry to a key commercial hub (on Galiano Island the initial segment will link the ferry to a regional park).
9. Once initial segments are completed on each island, the following criteria (in no particular order) will be considered when prioritizing extensions to the regional trails:
 - a. Aligns with another planned project (eg. MOTI road work)
 - b. Potential levels of use
 - c. Connects to other trails
 - d. Cost and ease of development (financial cost of each project; physical challenges of route)
 - e. Completes or extends an existing regional trail
 - f. Potential funding partnerships
 - g. Addresses identified safety concerns.
10. CRD Regional Parks supports ongoing liaison with other agencies including MOTI, BC Ferries, Islands Trust, and CRD Commissions regarding planned improvement projects.
11. Where possible, CRD Regional Parks will coordinate with MOTI, BC Ferries and CRD commissions to align resources, create efficiencies and achieve multiple goals for improvement projects, such as road and terminal upgrades and trail projects.
12. The design and development process for regional trails will ensure opportunities for public input.
13. Through the detailed planning and design stage consideration will be given to appropriate visitor facilities (e.g. rest stops; signage).
14. The CRD will consider opportunities to work with First Nations to raise awareness of First Nations connections with and interests in the islands and incorporate messages into information kiosk signage or interpretive signs.
15. A field check for significant cultural features, conducted by qualified individuals, will be incorporated into the trail development phase.
16. Regional trail construction is subject to available funding through partnerships, grant opportunities, and the CRD Regional Parks' budget for Gulf Islands trail planning and development.
17. Regional trail construction, operation, and maintenance will be the responsibility of CRD Regional Parks.

18. CRD Regional Parks will consider expanding the existing volunteer park steward program to include regional trails on the Gulf Islands.
19. CRD Regional Parks supports ongoing liaison with local organizations that undertake trail projects to promote a coordinated trail network and to identify potential partnership opportunities.
20. Recognizing that construction of regional trails will take many years to implement and that other agencies may want to develop interim trails along the regional trail route, CRD encourages liaison/cooperation with groups regarding possible interim trails until such time as CRD Regional Parks is able to develop the regional trail.



Giant arbutus tree, Mt. Parke Regional Park, Mayne Island (Photo: Neil Boyle)

4 Regional Trail Routes

4.1 General

The proposed regional trail routes are collectively shown on Map 3 on page 17. Together the regional trails will create approximately 50 km of trail for residents and visitors. Development of these trails will take many years to complete. External funding, to supplement CRD funding, and cooperation with other groups and agencies including MOTI, will be needed to fully implement the plan.

The individual regional trail routes are illustrated on Maps 4 through 8, following the descriptions below.

4.2 Galiano Island

The regional trail route on Galiano Island will begin in the vicinity of the Sturdies Bay ferry terminal, follow Sturdies Bay Road, turn south on Burrill Road, follow Bluff Road to Georgeson Bay Road, turn north, and then north-west on Montague Road, ending in the vicinity of Montague Harbour Marine Provincial Park. The regional trail route is approximately 10 km in length, with the initial segment to be built being approximately 3 km, between the ferry area and Matthews Point Regional Park. In particular, the regional trail route provides access to two regional destinations - Matthews Point Regional Park and Montague Harbour Marine Provincial Park, as well as the ferry and the commercial hub by the ferry terminal. The proposed Galiano Island regional trail route is illustrated on Map 4.

4.3 Mayne Island

The regional trail route on Mayne Island will begin in the vicinity of the Village Bay ferry terminal, follow Village Bay Road and Fernhill Road to the Miners Bay dock. The trail will also follow Felix Jack Road and Kim Road to Mount Parke Regional Park. The regional trail route is approximately 3.6 km in length and will connect the ferry, the Miners Bay commercial centre, the community dock, and Mount Parke Regional Park. The initial 2.3 km segment to be built will be between the ferry area and Naylor Road in Miners Bay. The proposed Mayne Island regional trail route is illustrated on Map 5.

4.4 North & South Pender Islands

One regional trail route is proposed for North and South Pender Islands. The route will begin in the vicinity of the Otter Bay ferry terminal on North Pender Island, follow MacKinnon Road to Otter Bay Road, to the junction with Bedwell Harbour Road, where it turns south and follows Bedwell Harbour Road and Canal Road to the bridge between North and South Pender Islands. On South Pender Island, the trail will link to Mount Norman-Beaumont in Gulf Islands National Park Reserve. The regional trail route is approximately 10 km in length, with the initial section to be built being approximately 5 km between the ferry area and the Driftwood commercial area. The regional trail will provide access to the community hall, Driftwood Centre commercial hub, and Prior Centennial campground and Mount Norman-Beaumont, both in Gulf Islands National Park Reserve. The proposed Pender Islands regional trail route is illustrated on Map 6.

4.5 Salt Spring Island

The regional trail route on Salt Spring Island will start in the vicinity of the Vesuvius ferry terminal, follow Vesuvius Bay Road east, turn south on Lower Ganges Road, to Fulford-Ganges Road, and continuing to the vicinity of Beaver Point Road/the Fulford ferry terminal. Within the Ganges area, the trail route will utilize roads/bicycle lanes and existing pathways/sidewalks. The regional trail route is approximately 20 km in length, with the initial segment to be built being approximately 5 km between the Vesuvius ferry area and Atkins Road. The regional trail will link to the Vesuvius and Fulford ferry areas, to the Ganges commercial and residential hub, and to Burgoyne Bay Provincial Park. The proposed Salt Spring Island regional trail route is illustrated on Map 7.

4.6 Saturna Island

The regional trail route on Saturna Island will start in the vicinity of the Lyall Harbour ferry terminal, follow East Point Road and Narvaez Bay Road to Narvaez Bay in Gulf Islands National Park Reserve. This route is approximately 7 km in length, with the initial 1.5 km segment to be built from the ferry area to the commercial hub at the junction of Narvaez Bay and Harris Roads. It will provide access to the community hall, the commercial and community services area, and camping and hiking opportunities in the national park reserve. The proposed Saturna Island regional trail route is illustrated on Map 8.



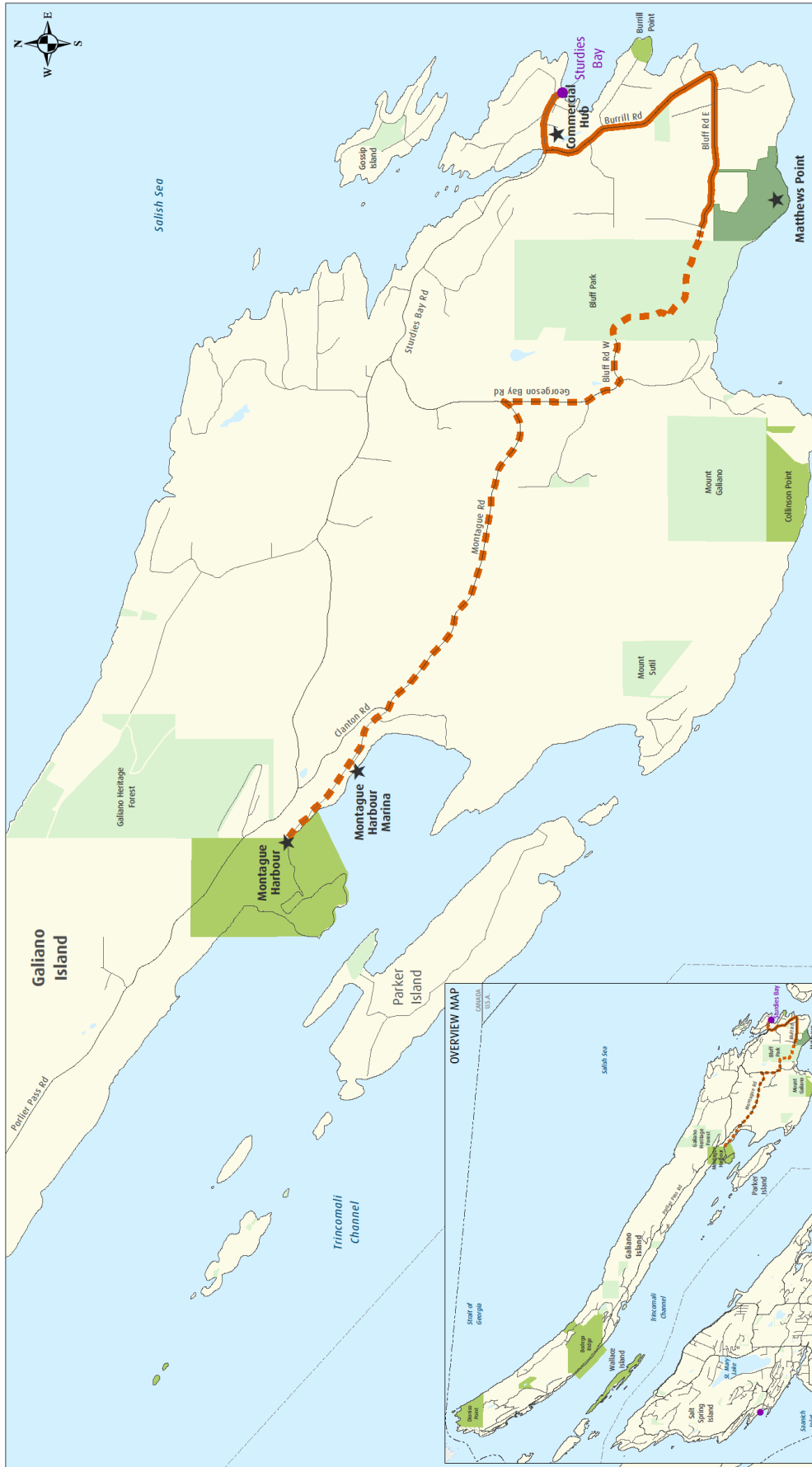
Map 3
Gulf Islands Regional Trails Plan
Proposed Regional Trail Routes

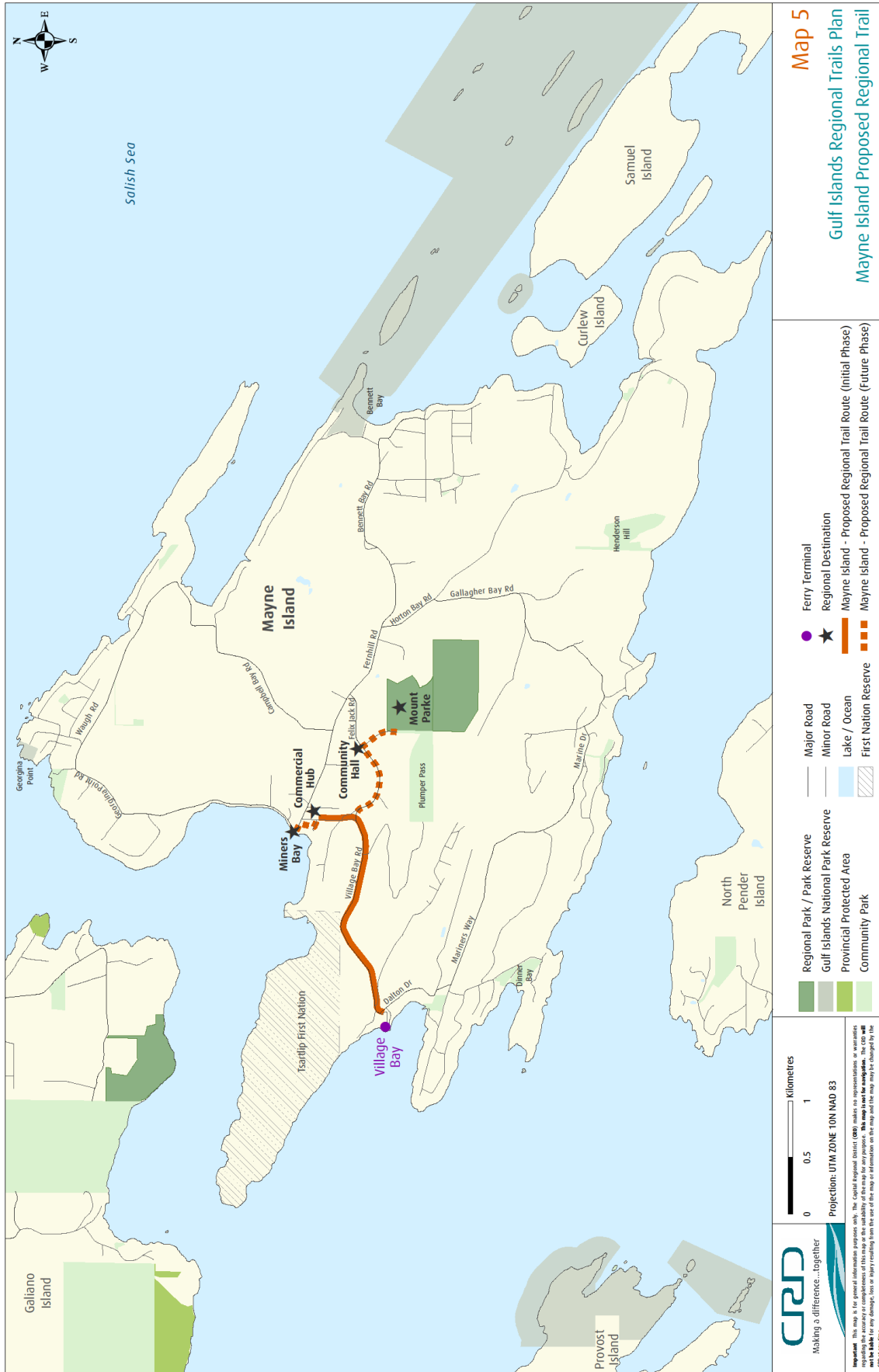
- Regional Park / Park Reserve
- Other Park
- First Nation Reserve
- International Boundary
- Municipal / Electoral Area Boundary
- Capital Regional District Boundary
- Proposed Regional Trail Route (Initial Phase)
- Proposed Regional Trail Route (Future Phase)
- Major Road
- Lake / Ocean
- Ferry Terminal

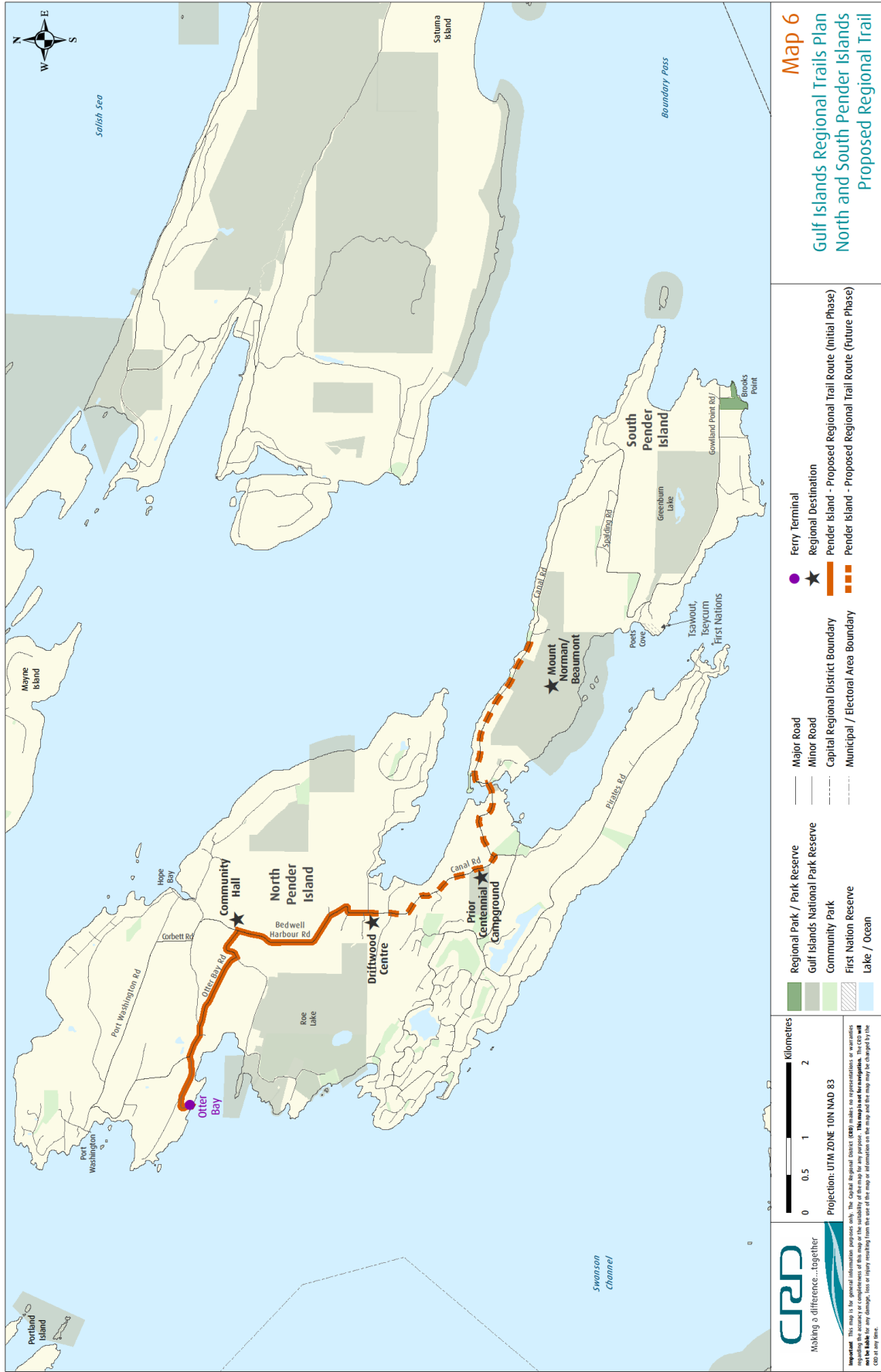
CRD
Making a difference... together

Projection: UTM ZONE TUN NAD 83

Important: This map is for general information purposes only. The Capital Regional District (CRD) makes no representation or warranty, expressed or implied, for the accuracy or completeness of the information contained in this map. This map is not for navigation. It is CRD's policy not to be liable for any claims, damages, losses or injury resulting from the use of the map or information on the map and the map may be changed by CRD at any time.











CRD
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Projection: UTM ZONE 10N NAD 83

 Regional Park / Park Reserve Provincial Protected Area Community Park Lake / Ocean First Nation Reserve Capital Regional District Boundary Major Road Minor Road Electoral Area Boundary	 Regional Destination Ferry Terminal Salt Spring Island - Proposed Regional Trail Route (Initial Phase) Salt Spring Island - Proposed Regional Trail Route (Future Phase)
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Map 7

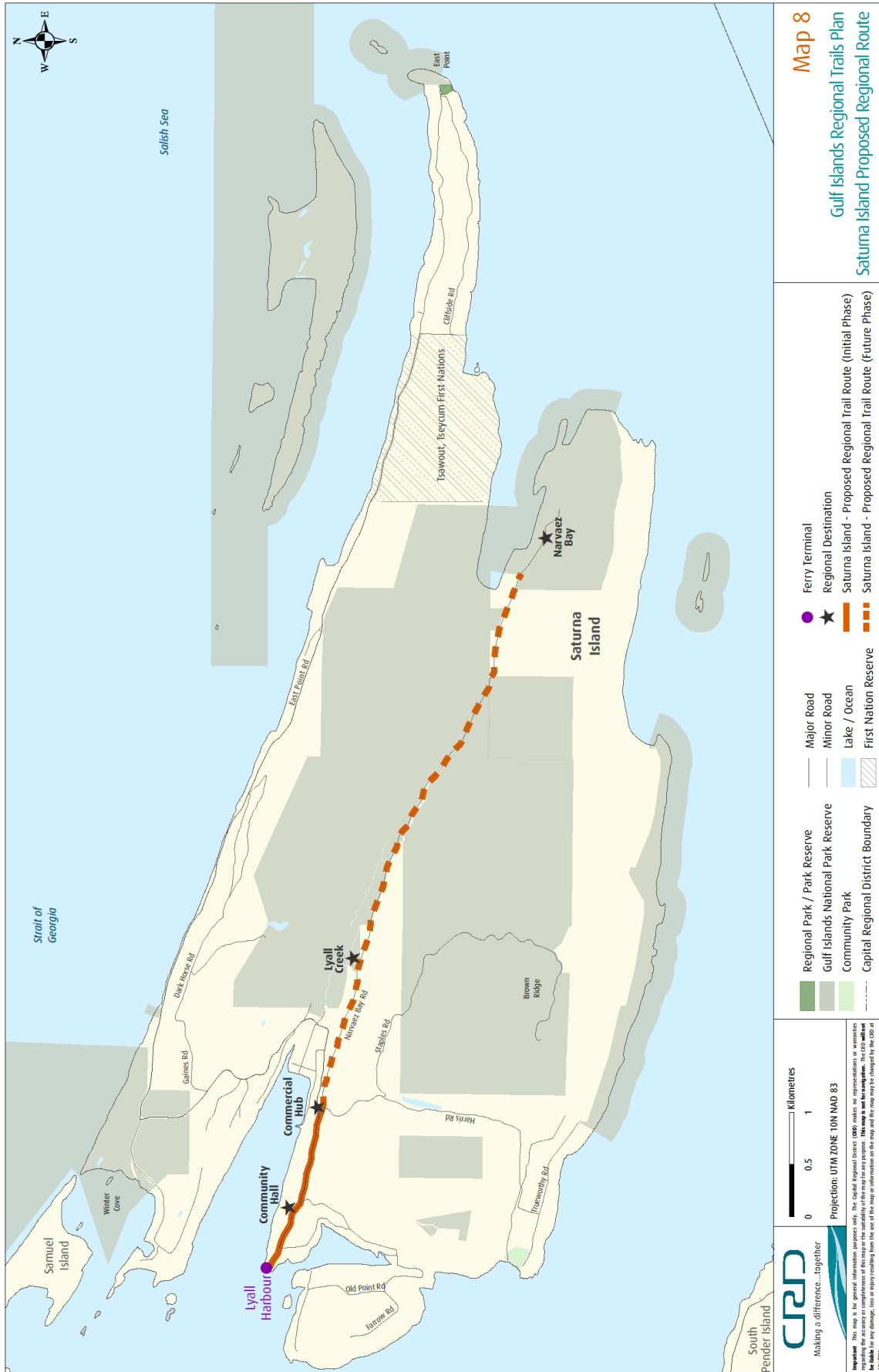
Gulf Islands Regional Trails Plan

Salt Spring Island

Proposed Regional Trail

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14/05/2017 | GulfIslands_RTRP_Map7_SaltSpring.mxd | gdrd.bc.ca



5 Implementation

The Regional Parks' Service Plan guides implementation of priority projects requiring funding. The Service Plan outlines priority projects on a four year rolling timeframe. It is expected that implementation of this plan will take decades given that 50 km of trail are proposed. Regional Parks has reserved an annual fund specifically for Gulf Islands trail development; however, securing external funding will also be required to construct all of the regional trails identified in this plan.

A typical regional trail development project is staged as follows:

Planning & Design Phase

- Seek funding for design
- Route surveying and environmental investigations
- Development of engineered design drawings

At the end of the planning & design phase, a project is considered "shelf ready" and design is 80-90% complete.

Funding Phase

- Seeking external/grant funding for construction, to supplement internal funding.

This process includes applying for grants as funding opportunities are announced and if successful, undertaking all necessary requirements of the granting agency.

Construction Phase

- Finalize design to "construction ready", including confirmation that all specifics on infrastructure have been addressed adequately
- Project tender process
- Award of contract
- Project initiation

Operation & Maintenance Phase

- Ongoing trail operations and maintenance are undertaken by CRD staff.

A 2.3 km demonstration project on Mayne Island commenced in 2015 and the trail design stage will be completed in 2017. The goal of the demonstration trail project is to develop the initial segment

of regional trail identified in this plan, from the Village Bay ferry terminal to the commercial hub within the road right-of-way, where possible, and to assess 'lessons learned'. This will highlight opportunities and challenges for regional trail construction on the Gulf Islands. This trail segment will be the first priority for implementation.

As a second priority for implementation, it is recommended that external funding be sought for the planning & design of an initial segment of trail on each of the remaining islands (approximately 17 km), as one project. A project that includes multiple islands may be of greater interest to potential funders who are looking for regionally significant projects or who are interested in seeing multiple jurisdictions working together on projects. Further, combining the design for multiple trail segments into one project may garner more interest from consulting firms when the project is contracted.

Once the initial trail designs are complete and adequate funding is in place, proposed construction priorities are, in descending order, as follows:

- Salt Spring Island (5 km; Vesuvius to Ganges) then
- North Pender Island (5 km; Otter Bay to Driftwood Centre) then
- Galiano Island (5 km; Sturdies Bay to Matthews Point Regional Park) then
- Saturna Island (2 km; Lyall Harbour to Harris Road).

This order is proposed based on consideration of potential levels of cycling and walking use. Island population and BC Ferries cycling and foot traffic statistics (Appendix 2) were considered in estimating the potential use of regional trails. Priority order may change subject to trail development cost (identified at the design stage), other planned projects that trail development can be linked with (e.g. MOTI/municipal road work), significant funding partnership opportunities, or other CRD priorities. Following completion of the initial trail segment on each island, additional trail development priorities will be set using the criteria in Policy 9 (page 13).

Table 3 identifies a general strategy for the implementation of this plan. Implementation is subject to available staff and financial resources.

Table 3: Implementation Strategy

Action	Timing
Seek funding for construction of Mayne Island trail demonstration project, subject to the availability of appropriate external grant funding.	2018
Seek funding for the design of four initial trail segments, as one project (Salt Spring, North Pender, Galiano, Saturna)	2018
Construct Mayne Island regional trail demonstration project and assess "lessons learned"	Once funds are in place
Seek funding for construction of Salt Spring Island initial trail section	Once Mayne Island demonstration trail segment is complete
Construct initial trail section on Salt Spring Island	Once funds are in place
Seek funding for construction of Pender Island initial trail section	Once Salt Spring Island initial trail segment is complete
Construct initial trail section on North Pender Island	Once funds are in place
Seek funding for construction of Galiano Island initial trail section	Once Pender Island initial trail segment is complete
Construct initial trail section on Galiano Island	Once funds are in place
Seek funding for construction of Saturna Island initial trail section	Once Galiano Island initial trail segment is complete
Construct initial trail section on Saturna Island	Once funds are in place
Determine next phases of trail development and initiate next round of design/funding/construction	Once Saturna Island initial trail segment is complete

Appendix 1 Existing Plans and Complementary Work

Each of the following plans has informed the development of the Regional Trails Plan for the Gulf Islands.

The **Experience the Gulf Islands (ETGI) initiative** of the **Southern Gulf Islands Economic Sustainability Commission** and the **Salt Spring Island Economic Development Commission** seeks to promote tourism to the islands. The **ETGI Concept Plan** includes goals to “build sustainable, low-carbon, inter-island and on-island transportation connections and linkages that limit or lower on-island car traffic” and “enhance and expand inter-community, organization and government partnerships.” A key strategy area identified in the Concept Plan is improve transportation through coordinated trail planning initiatives.

The CRD administers the **Salt Spring Island Transit and Transportation service** which is overseen by the Salt Spring Island Transportation Commission. The service includes construction, maintenance and regulation of active transportation infrastructure, such as bicycle paths and sidewalks, including pedestrian safety and traffic calming. A **North Ganges Transportation Plan** was approved in 2007 and a capital project is underway from 2015-2019 to install pedestrian and cycling and intersection improvements around Ganges Village.

A **Pedestrian and Cycling Master Plan: Salt Spring Island Edition** was undertaken by **Regional & Strategic Planning** and accepted by the CRD Board in 2013. This Master Plan identifies a Primary Inter-Community bikeway network that connects Fulford Harbour to Ganges Village to Vesuvius and Long Harbour.

The local **Parks and Recreation Advisory Commissions** on the Southern Gulf Islands and Salt Spring Island are responsible for planning, developing and maintaining community parks and trails. **Community park and trail plans** have been approved for Galiano, Pender and Salt Spring Islands. Community park and trail networks will complement the regional trail route.

Official Community Plans for each island, developed by the **Islands Trust** guide development on the islands. Opportunities to develop and enhance the regional trail routes can be identified in coordination with Islands Trust as the agency responsible for land use on the islands.

Appendix 2 BC Ferries Data on Bicycle and Foot Traffic

BC Ferries has provided additional information relating to bicycle and foot traffic to and from the Gulf Islands. This data gives an idea of numbers of potential users of the regional trails. In summary, it shows:

- The greatest bicycle traffic is between Tsawwassen and Galiano Island (average 1,757 over three years), followed by Swartz Bay to Pender Islands (average 1,144 over three years) and then Tsawwassen to Salt Spring Island (average 1,077 over three years).
- The largest volumes of inter-island bicycle traffic are between Mayne Island and Pender Island (average 135-208 over three years; depending on direction of travel), followed by Galiano Island to Mayne Island (average 134 over three years).
- The greatest foot traffic is between Tsawwassen and Galiano Island (average 23,094 over three years), Tsawwassen to Salt Spring Island (average 14,729 over three years), Tsawwassen to Mayne Island (average 14,600 over three years), and Swartz Bay to Pender Island (average 14,144 over three years).
- Inter-island foot traffic was highest between Salt Spring Island and Pender Island (average 722-981 over three years; depending on direction of travel), followed by Salt Spring Island to Galiano Island (average 694 over three years).

Annual Bicycle Traffic for Routes 5 and 9

From	To	2014	2015	2016
Swartz Bay	Galiano Island	454	492	463
	Mayne Island	584	609	584
	Pender	1,138	1,176	1,117
	Salt Spring Island	0	4	3
	Saturna Island	433	450	468
Tsawwassen	Galiano Island	1,666	1,835	1,770
	Mayne Island	905	1,022	932
	Pender Island	375	366	371
	Salt Spring Island	1,056	1,049	1,126
Inter-Island				
Galiano Island	Mayne Island	107	126	170
	Pender Island	62	69	87

	Salt Spring Island	66	90	140
	Saturna Island	8	16	11
Mayne Island	Galiano Island	104	137	170
	Pender Island	171	193	259
	Salt Spring Island	74	51	77
	Saturna Island	48	38	31
Pender Island	Galiano Island	60	54	49
	Mayne Island	116	142	146
	Salt Spring Island	52	95	110
	Saturna Island	20	20	26
Salt Spring Island	Galiano Island	60	102	101
	Mayne Island	69	42	64
	Pender Island	52	90	76
	Saturna Island	0	0	0
Saturna Island	Galiano Island	8	4	3
	Mayne Island	32	29	20
	Pender Island	7	11	16
	Salt Spring Island	7	6	3

Annual Foot Traffic on Routes 5 & 9

From	To	2014	2015	2016
Swartz Bay	Galiano Island	4,929	5,056	5,047
	Mayne Island	6,750	6,937	7,182
	Pender Island	14,087	14,019	14,325
	Salt Spring Island	11	14	8
	Saturna Island	2,975	2,954	3,348
Tsawwassen	Galiano Island	22,979	23,311	23,092
	Mayne Island	14,412	14,813	14,574
	Pender Island	8,623	8,440	8,821
	Salt Spring Island	17,395	17,460	19,332
	Saturna Island	2,082	1,807	19,332

Inter-Island				
Galiano Island	Mayne Island	478	418	458
	Pender Island	304	316	311
	Salt Spring Island	560	585	606
	Saturna Island	21	32	28
Mayne Island	Galiano Island	578	465	565
	Pender Island	459	531	743
	Salt Spring Island	538	513	452
	Saturna Island	103	83	63
Pender Island	Galiano Island	321	251	245
	Mayne Island	531	502	596
	Salt Spring Island	695	757	715
	Saturna Island	76	81	96
Salt Spring Island	Galiano Island	678	752	651
	Mayne Island	818	700	560
	Pender Island	786	924	978
	Saturna Island	5	1	3
Saturna Island	Galiano Island	0	0	0
	Mayne Island	0	0	0
	Pender Island	0	0	0
	Salt Spring Island	0	0	0



Narvaez Bay, Gulf Islands National Park Reserve, Saturna Island



File No.: GL-DVP-2017.4 (McMillan)
(Cross Ref. GL-BP-2017.11)

DATE OF MEETING: September 11, 2017
TO: Galiano Island Local Trust Committee
FROM: Phil Testemale, A/Planner 2
Southern Team
COPY: Rob Milne, Island Planner
SUBJECT: Development Variance Permit
Applicant: Chase McMillan
Location: 556 Bluff Road E – South Galiano Island

RECOMMENDATION

1. That the Galiano Island Local Trust Committee approve issuance of Development Variance Permit GL-DVP-2017.4 (McMillan)

REPORT SUMMARY

The purpose of the report is to consider a Development Variance Permit (DVP) to permit a second storey for an accessory building (barn).

In summary, the above recommendation for the issuance of the DVP is supported as: the request is reasonable; the siting and use conform the zoning; the external appearance and height of the barn would not be larger than otherwise allowed for agricultural buildings; impacts on neighbours would be negligible; neighbours have been notified with no responses received to date; and, the variance does not impact the intent of the bylaw.

[illegible]

The proposal is to vary the provision in the Galiano Island Land Use Bylaw No. 127, 1999 (LUB) that states that accessory buildings cannot exceed one storey in height to allow for a barn with a second storey at **556 Bluff Road E**. The variance will permit the construction that is the subject of a Building Permit referral received on June 9, 2017 (GL-BP-2017.11). The proposed use conforms to the zoning and is outside of Development Permit Areas designated on the property (Figure 2).

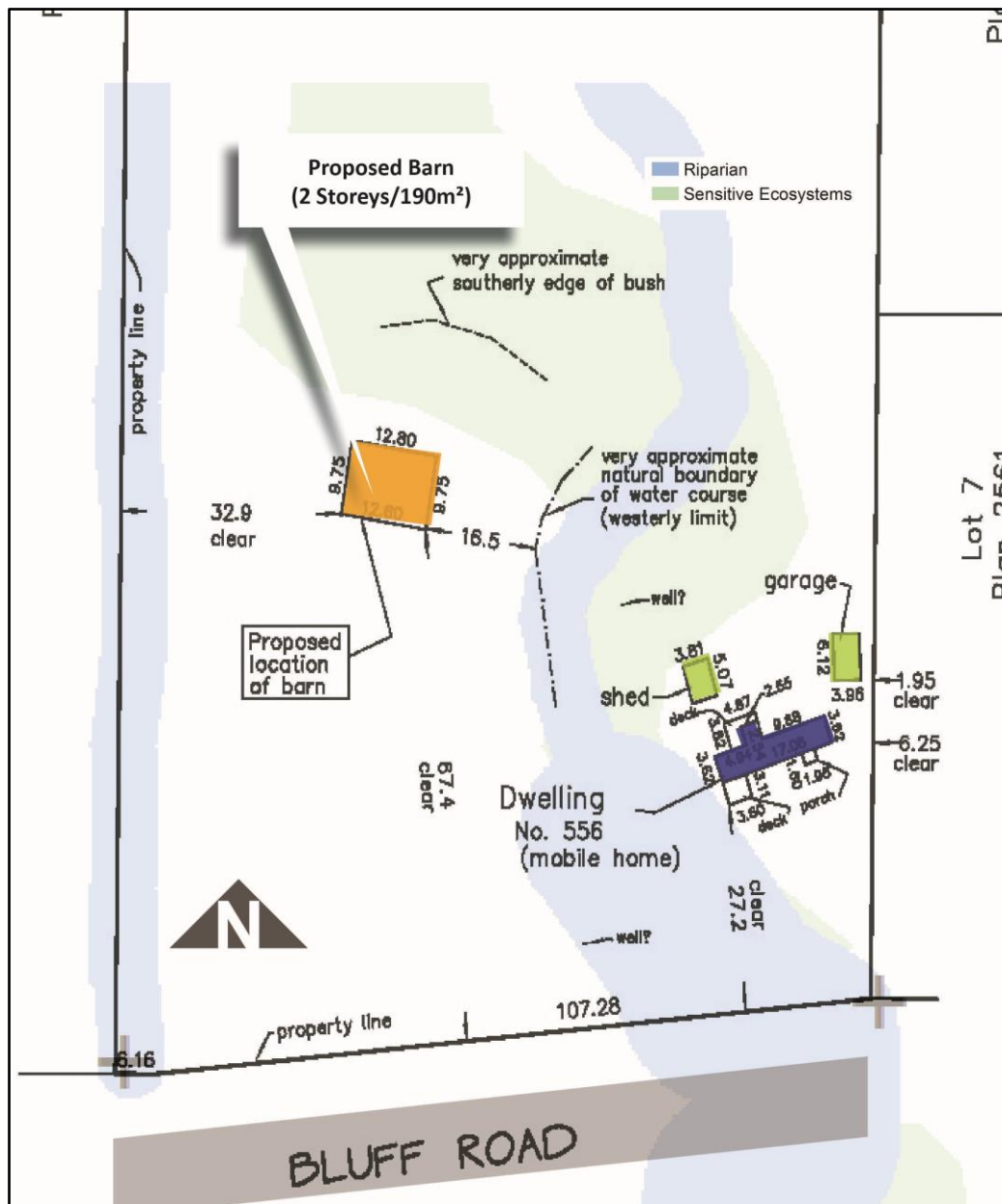
- Section 2.6 which states that accessory buildings and structures must not exceed one storey in height, except for cottages, would be varied to permit the construction of an accessory building (barn) that is two storeys in height.

The use on the land is residential and agricultural. The applicants are planning to expand the agriculture uses and processing on the property.

A copy of the Notice is Attachment 3 and the Proposed GL-DVP-2017.4 Permit is Attachment 4.

Islands Trust

Figure 2 – Site Plan (Detail)



ANALYSIS

Policy/Regulatory

Islands Trust Policy Statement:

There are no relevant policies for this application.

Official Community Plan:

The property is designated as **RR- Rural Residential** in the Galiano Island Land Use Official Community Plan (OCP) No. 108, 1995.

Development Permit Areas 1 (Riparian Areas), 3 (Tree Cutting and Removal) and 5 (Sensitive Ecosystems) are designated on the subject property in the OCP (Figure 2 and Attachment 2.4). The proposed construction is outside of all DPAs and, as such, there is no requirement to obtain a DP for the proposed development.

Land Use Bylaw:

The property is zoned as **Rural Residential (RR)** in the Galiano Island Land Use Bylaw No. 127, 1999. The property is not within the Agricultural Land Reserve (ALR).

Islands Trust Fund:

This application has no considerations for the Islands Trust Fund and has no considerations for the Regional Conservation Plan.

Issues and Opportunities

Rationale for the Variance

The applicant has provided the following rationale for the variance is as follows:

- A second floor will allow more space to store hay and dry foods and for the processing of agriculture products without the need to construct a larger foundation.
- The division of space (by having two (2) storeys) will ensure a safe separation of the storage and processing from the use of the lower floor for equipment storage and repair and workshop space.
- The barn design will facilitate an expanded agricultural use on the property. The owners have recently been planting orchard trees on the property.

The Overall Intent of the Regulation being Varied

The overall purpose of the regulations is to restrict the size and height of accessory buildings in general for the following reasons:

- Limiting the visual impact of development on adjacent properties.
- Establishing a consistent development pattern within a local area.
- Protecting views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
- Maintaining a rural character.

Notwithstanding the foregoing, Section 2.5 of the LUB does permits agricultural buildings and structures to have a height not to exceed 9 metres. Therefore the impacts of granting a variance would not result in a barn with a size and height that is greater were it to be designed and built as a single storey. Given this, staff have noted as a potential future technical amendment to include agricultural buildings and structures to the cottage exemption in Section 2.6.

Potential Impacts of Granting the 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 each application should be evaluated on its own merits.

Circulation/Consultation

DVP Notices were circulated to surrounding property owners and residents (Attachment 3). The notification period will end at 4:30 p.m. on September 8, 2017.

Staff has received no submissions to date.

Any submissions received prior to the LTC meeting will be forwarded to Trustees and reported at the meeting.

Rationale for Recommendation

Staff is recommending that the variance be supported for the following reasons:

- The reasonableness of the applicant's request, particularly that the effect of the variance does not change the external appearance or size of the barn, rather the internal organization of space.
- The siting and use conform the zoning on the property.
- The impacts on neighbouring properties are negligible, as the siting and land use context are such that the proposed building is a minimum of 32 metres to the nearest property line.
- Neighbours have been notified and, at the time of writing, no submissions been received registering objections or concerns.
- The variance does not impact the intent of the bylaws.

ALTERNATIVES

1. Request further information

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

Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee request that the applicant submit to the Islands Trust

2. Deny the application

The LTC may deny the application.

Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee deny application GL-DVP-2017.4 (McMillan).

Submitted By:	Phil Testemale, A/Planner 2	August 29, 2017
Concurrence:	Robert Kojima, Regional Planning Manager	August 29, 2017

ATTACHMENTS

1. Site Context
2. Maps, Plans, Photographs
3. Notice
4. Proposed GL-DVP-2017.4 (McMillan)

ATTACHMENT 1 – SITE CONTEXT

LOCATION

Legal Description	Lot 5, Section 4, Cowichan District, Plan 24401
PID	000-503-479
Property Size	4.06 ha (10.04 acres)
Civic Address	556 Bluff Road E, Galiano Island

LAND USE

Current Land Use	Rural Residential and Agriculture (Orchard and fields)
Surrounding Land Use	Rural Residential and Agriculture.

HISTORICAL ACTIVITY

File No.	Purpose
GL-BP-2017.11	Referral for subject barn construction.

POLICY/REGULATORY

Official Community Plan Designations	The property is designated as RR- Rural Residential (RR) in the Galiano Island Land Use Official Community Plan No. 108, 1995
Land Use Bylaw	The property is zoned as Rural Residential (RR) in the Galiano Island Land Use Bylaw No. 127, 1999
Other Regulations	The following Development Permit Areas (DPAs) are designated on the property (see Attachment 2.3): • DPA 1 – Riparian Areas • DPA 3 – Tree Cutting and Removal • DPA 5 – Sensitive Ecosystems The proposed barn is outside of the designated DPAs.
Covenants	None
Bylaw Enforcement	Not Applicable

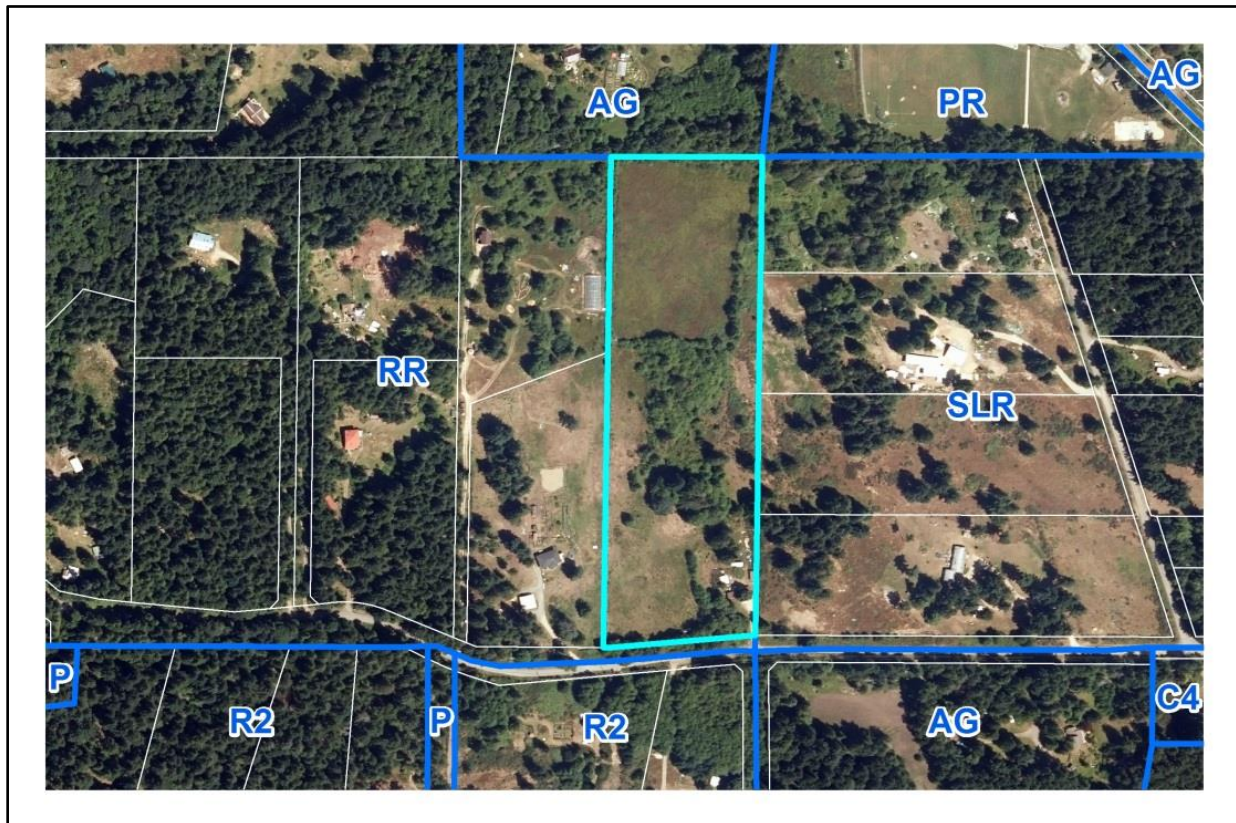
SITE INFLUENCES

Islands Trust Fund	This application has no considerations for the Islands Trust Fund.
Regional Conservation Strategy	This application has no considerations for the Regional Conservation Plan.
Species at Risk	None
Sensitive Ecosystems	See DPA designations (above)
Hazard Areas	There is potential for flood risk as the property does have a watercourse (Attachment 2.4) and there are adjacent drainage ditches.
Archaeological Sites	There are no archaeological sites listed in the Remote Access to Archaeological Data (RAAD) within the property or within 100 metres. Notwithstanding the foregoing, and by copy of this report, the owners and

	applicant should be aware that there is still a chance that the lot may contain previously unrecorded archaeological material that is protected under the <i>Heritage Conservation Act</i> . If such material is encountered during development, all work should cease and Archaeology Branch should be contacted immediately as a <i>Heritage Conservation Act</i> permit may be needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work.
Climate Change Adaptation and Mitigation	The change in GHG emission resulting from approval are negligible given the nature of the proposed variance (internal to building). As it is new construction there will be emissions linked to material consumption, energy and waste associated with the barn construction. These will arguably be offset as the owners are in the process of establishing fruit orchards associated with the proposed barn. There should not be any impacts on the proposed development from anticipated or possible climate change induced hazards given the topographic conditions and the elevation of the property.
Shoreline Classification	Not Applicable
Shoreline Data in TAPIS	Not Applicable

ATTACHMENT 2 – MAPS, PLANS, DRAWINGS, PHOTOGRAPHS

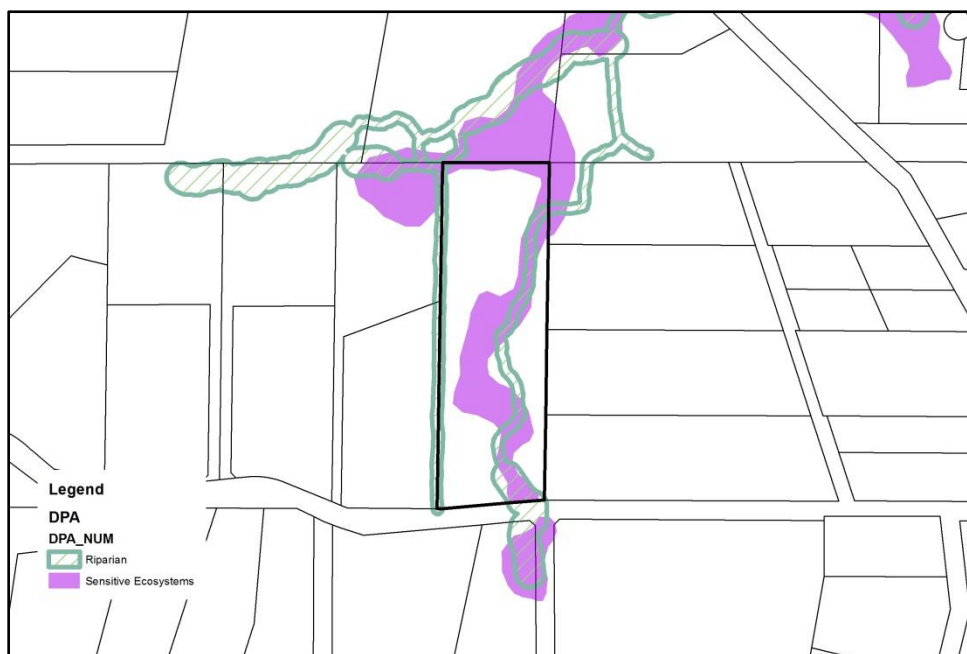
2.1 ORTHOPHOTO WITH ZONING



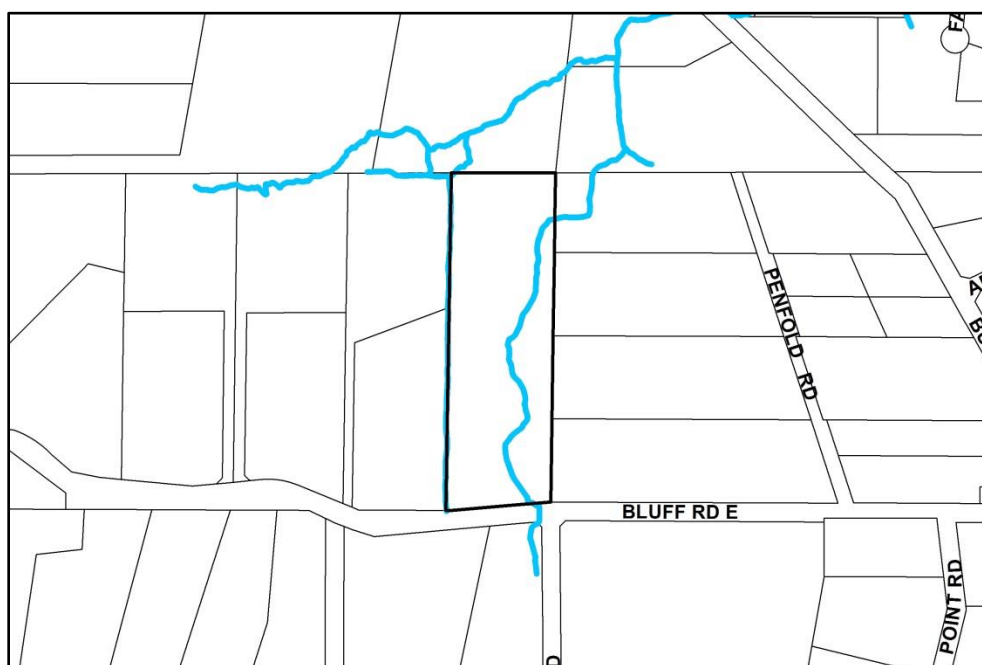
Islands Trust



2.3 DEVELOPMENT PERMIT AREAS



2.4 WATERCOURSES



2.5 VIEW EAST FROM PROPOSED BARN SITE



2.6 VIEW EAST (ZOOMED) FROM PROPOSED BARN SITE



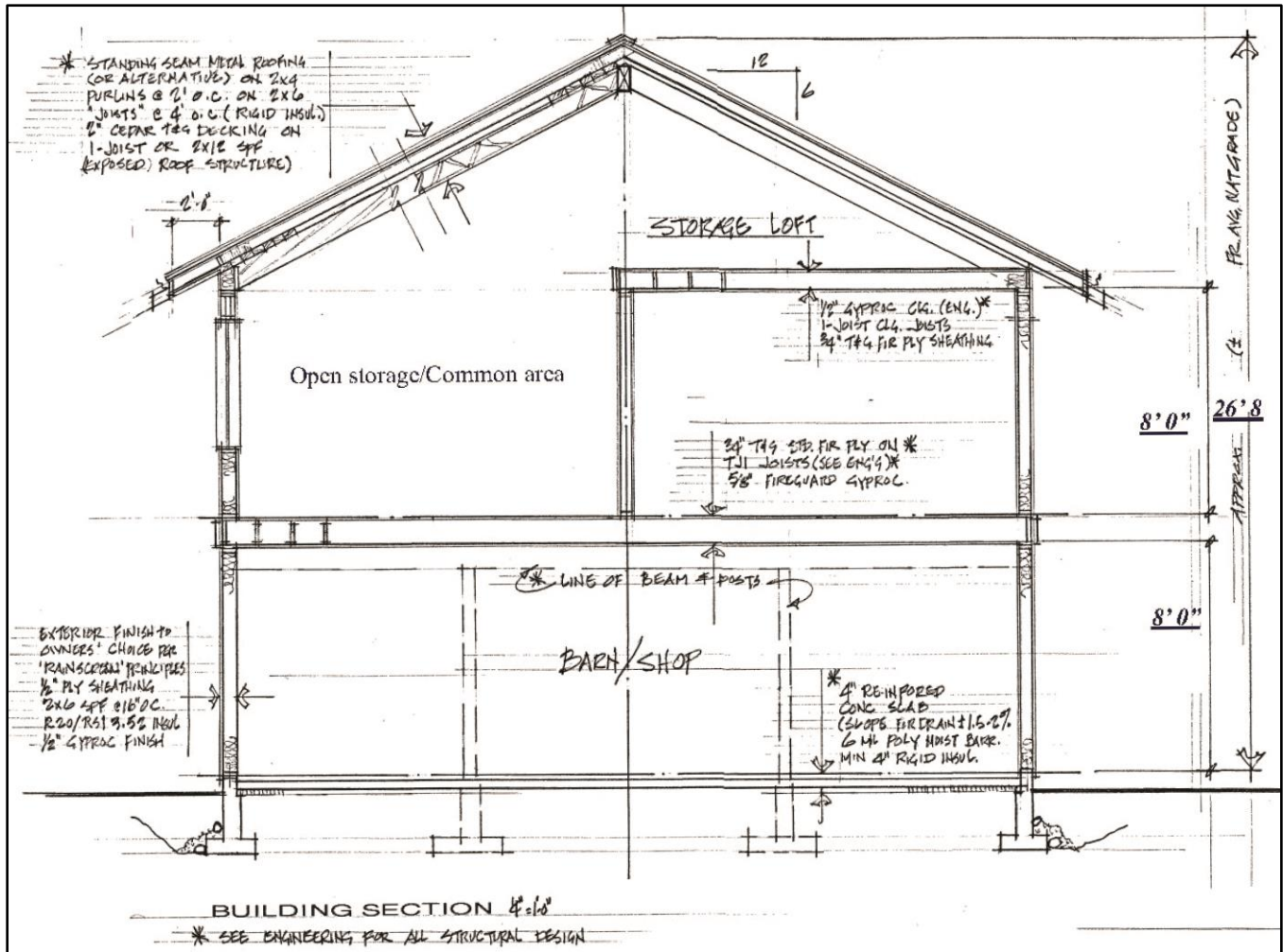
2.7 VIEW WEST FROM PROPOSED BARN SITE



2.7 VIEW NORTH FROM BLUFF ROAD E TO EXISTING DWELLING



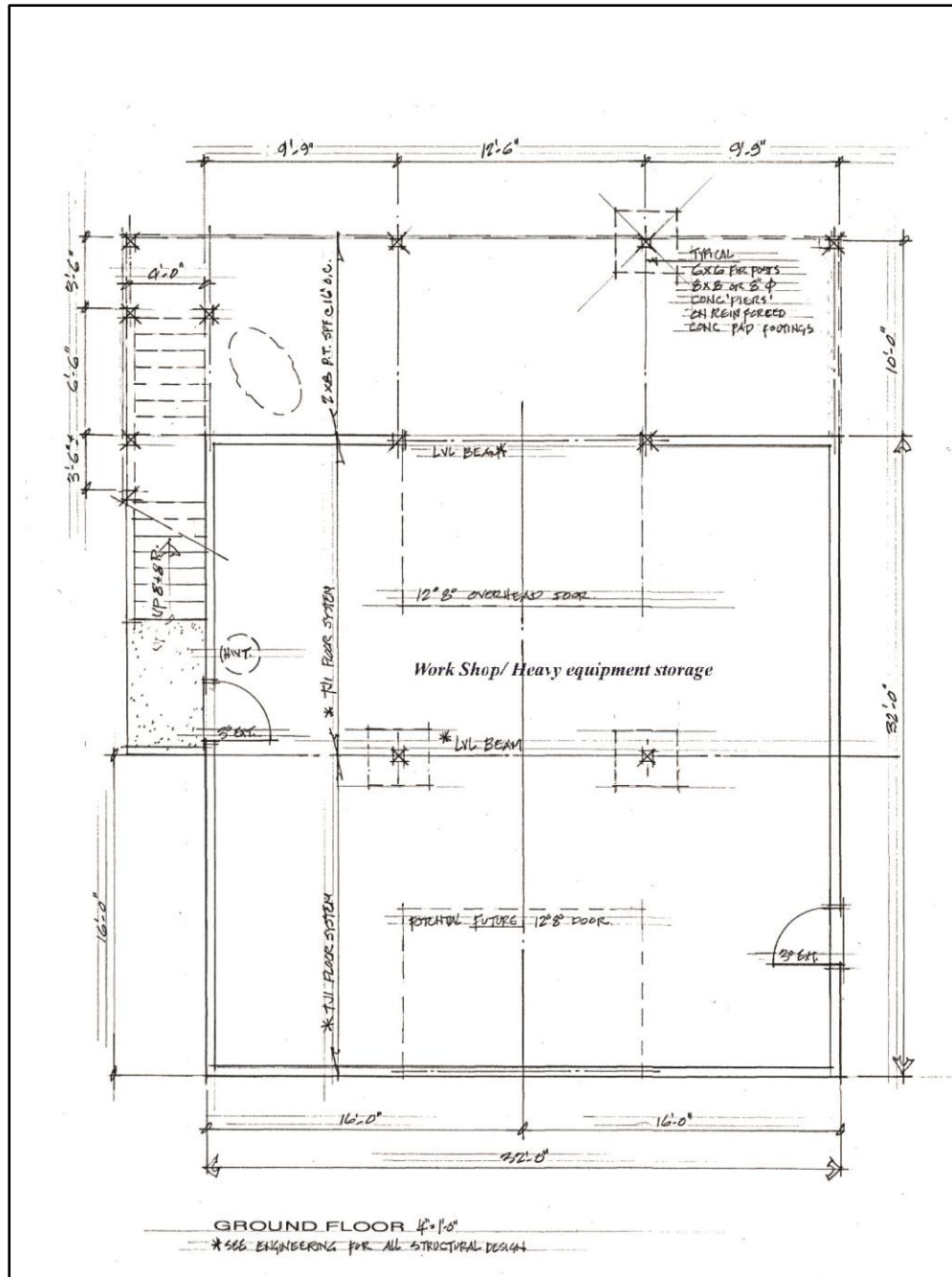
2.7 CROSS SECTION OF PROPOSED BARN



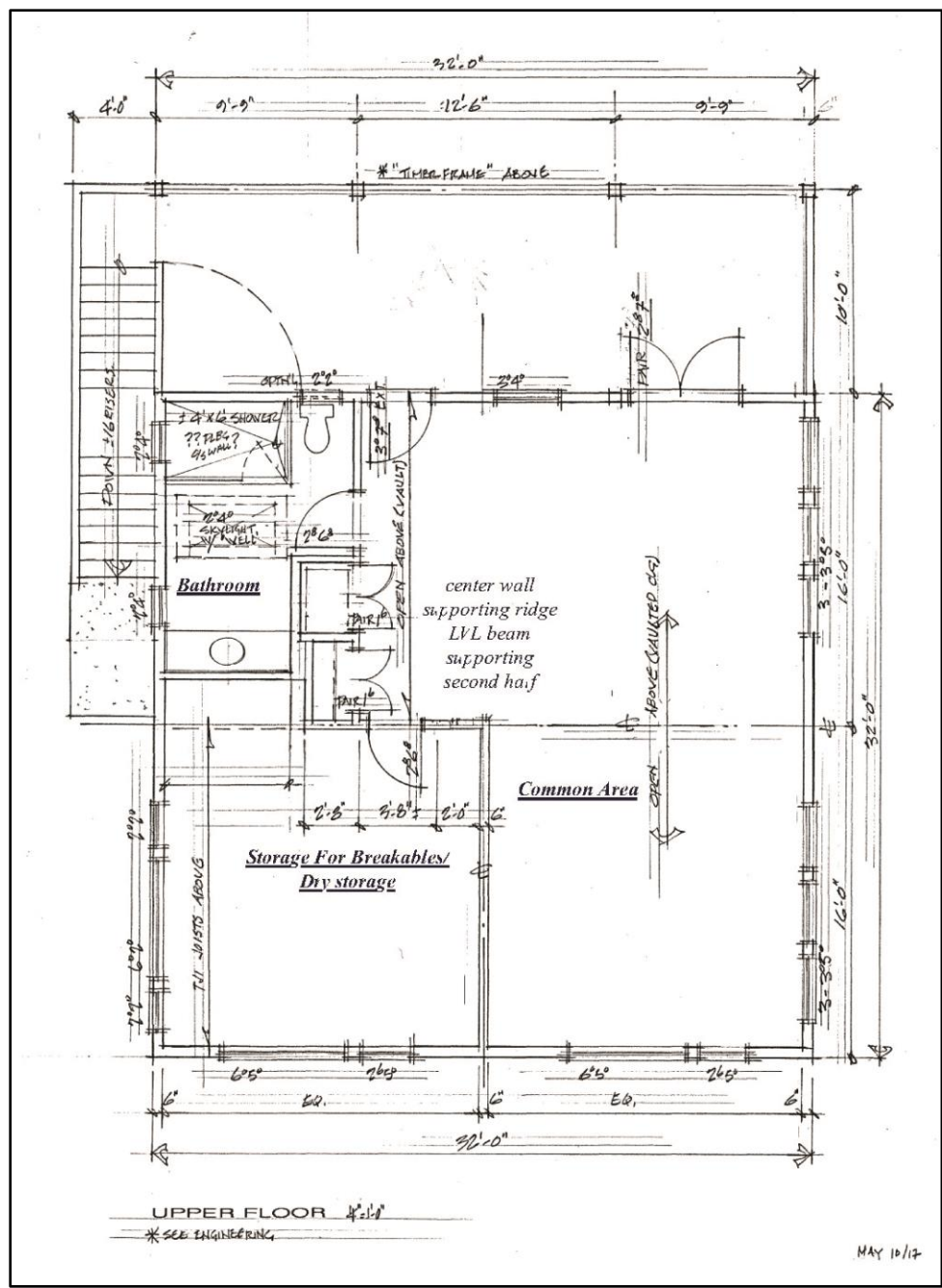
2.8 BUILDING ELEVATIONS



2.9 GROUND FLOOR PLAN



2.10 UPPER FLOOR PLAN



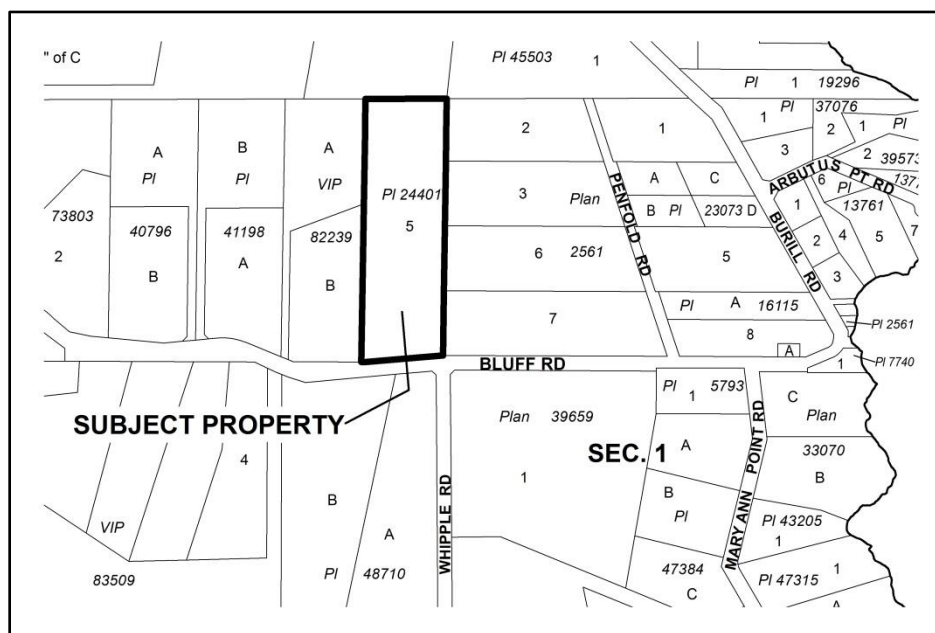
NOTICE
GL-DVP-2017.4
GALIANO ISLAND LOCAL TRUST COMMITTEE

NOTICE is hereby given that the Galiano Island Local Trust Committee will be considering a resolution allowing for the issuance of a Development Variance Permit, pursuant to Section 499 of the *Local Government Act*. The proposed permit would vary the Galiano Island Land Use Bylaw No. 127, 1999, by varying:

- a) Section 2.6 of "General Regulations" which states that, "Accessory buildings and structures must not exceed one storey in height, except for cottages" is varied to permit the construction of an accessory building (barn) that is two storeys in height.

The property is located at 556 Bluff Rd E. and is legally described as Lot 5, Section 4, Galiano Island, Cowichan District, Plan 24401 (PID: 000-503-479).

The general location of the subject properties is shown on the following sketch.



A copy of the proposed permit may be inspected at the Islands Trust Office, 200 - 1627 Fort Street, Victoria, B.C. V8R 1H8 between the hours of 8:30 a.m. to 4:30 p.m. Monday to Friday inclusive, excluding statutory holidays, commencing **August 28, 2017** and continuing up to and including **September 8, 2017**.

For the convenience of the public only, and not to satisfy Section 499 (2) (c) of the *Local Government Act*, additional copies of the Proposed Permit may be inspected at various Notice Boards on Pender Island, B.C., commencing **August 28, 2017**. Also, attached for your convenience is a copy of the proposed permit.

Enquiries or comments should be directed to Phil Testemale, A/Planner 2 at (250) 405-5170, for Toll Free Access, request a transfer via Enquiry BC: In Vancouver 660-2421 and elsewhere in BC 1-800-663-7867; or by fax (250) 405-5155; or by email to: information@islandstrust.bc.ca before 4:30 pm, **September 8, 2017**.

The Galiano Island Local Trust Committee may consider a resolution allowing for the issuance of the permit during the regular business meeting starting at **12:30 p.m., September 11, 2017**, at the South Community Hall, 141 Sturdies Bay Road on Galiano Island.

All applications are available for review by the public. Written comments made in response to this notice will also be available for public review.



PROPOSED

**GALIANO ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
GL-DVP-2017.4**

To: Nils Gornall and Lyndan Kelly
c/o Chase McMillan

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

Lot 5, Section 4, Galiano Island, Cowichan District, Plan 24401
(PID: 000-503-479)

2. Galiano Island Land Use Bylaw 127, 1999 is varied as follows:

- a) Section 2.6 which states that accessory buildings and structures must not exceed one storey in height, except for cottages, is varied to permit the construction of an accessory building (barn) that is two storeys in height.

The development shall be consistent with Schedules 'A', 'B', 'C' and 'D' which are attached to and form part of this permit.

3. 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 the Capital Regional District and Ministry of Transportation and Infrastructure.

AUTHORIZING RESOLUTION PASSED BY THE GALIANO ISLAND LOCAL TRUST COMMITTEE THIS ##th DAY OF MONTH, YEAR.

Deputy Secretary, Islands Trust

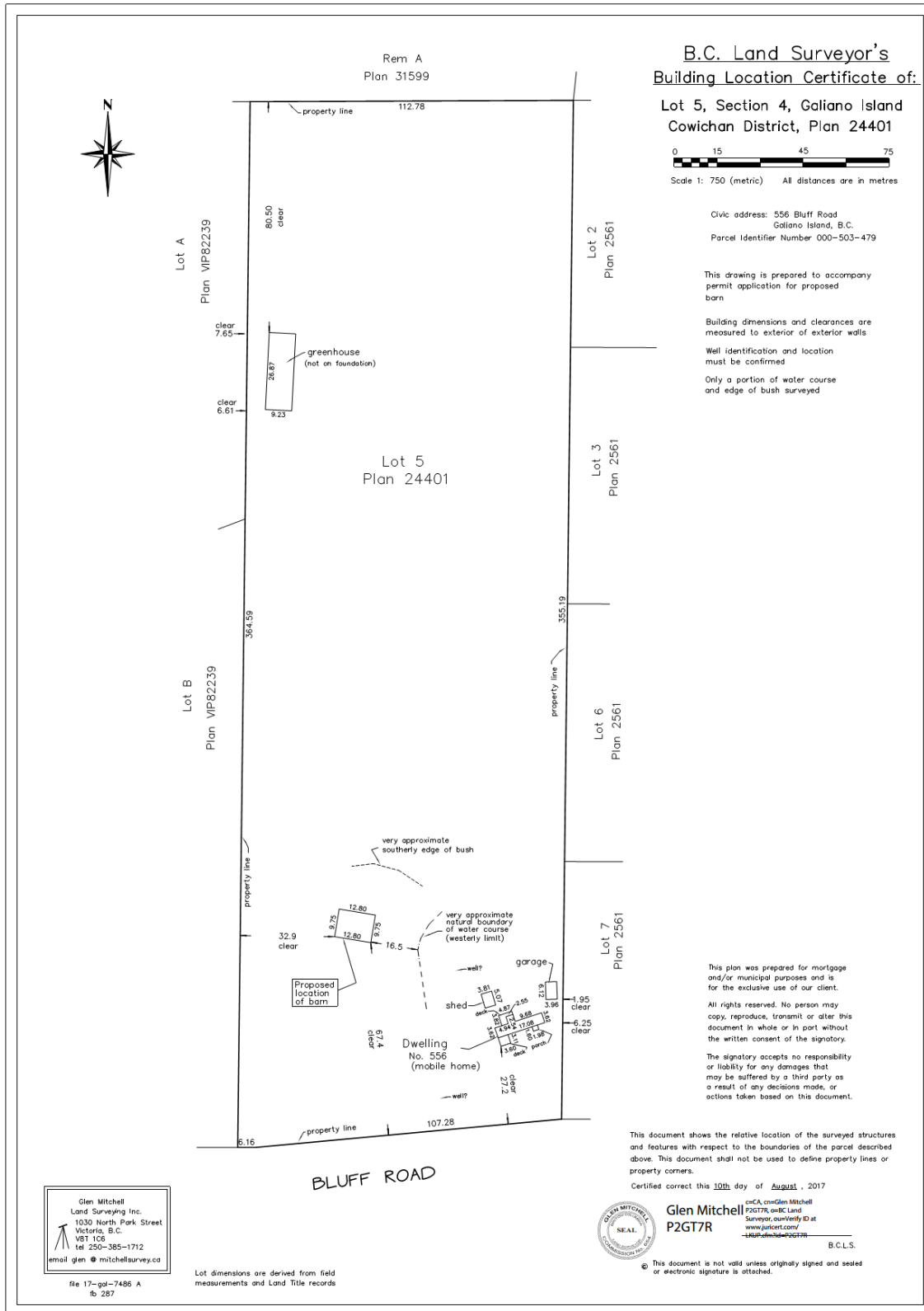
Date of Issuance

**IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE ##th DAY OF MONTH, YEAR
, THIS PERMIT AUTOMATICALLY LAPSES.**

GALIANO ISLAND LOCAL TRUST COMMITTEE

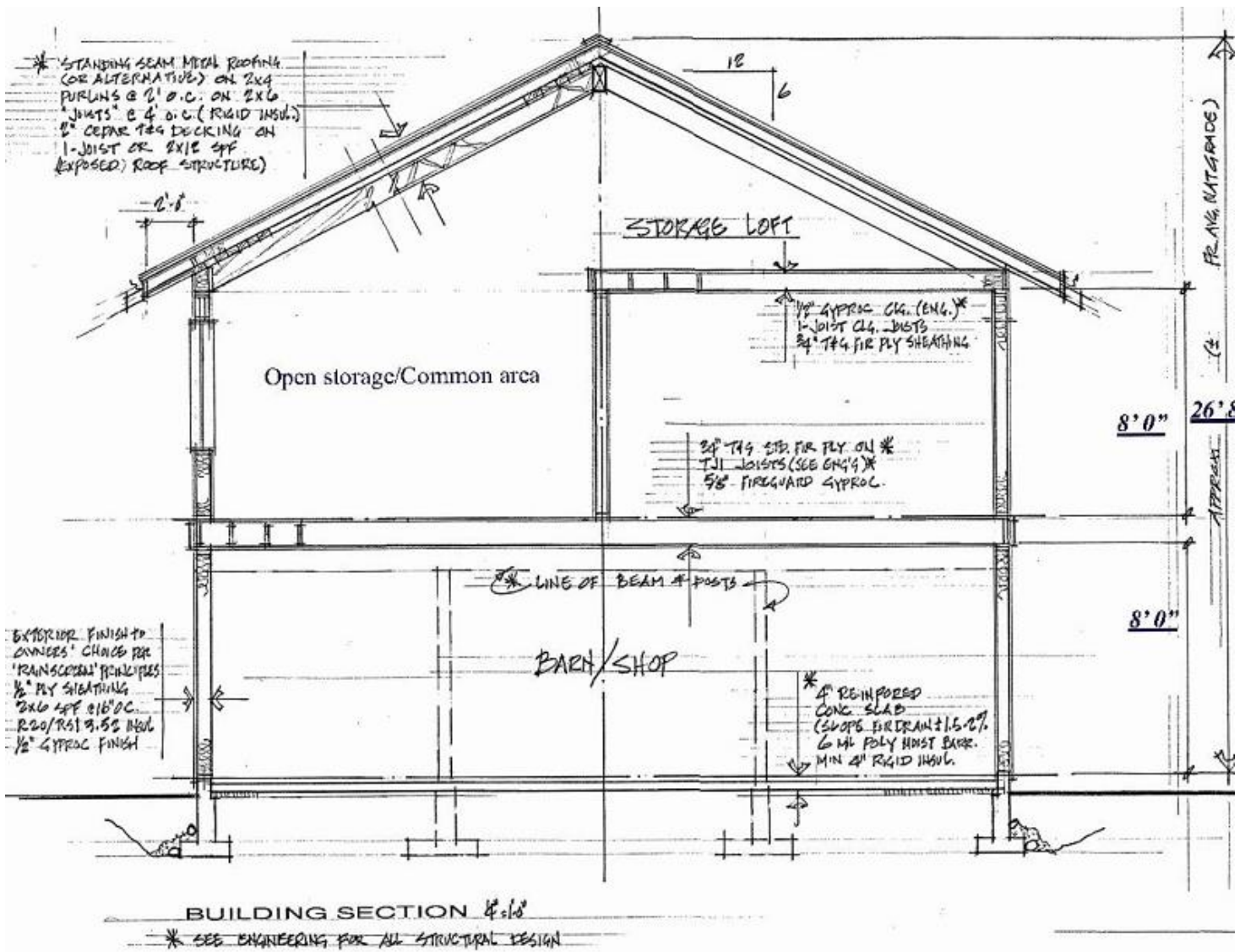
GL-DVP-2017.4

SCHEDULE 'A'



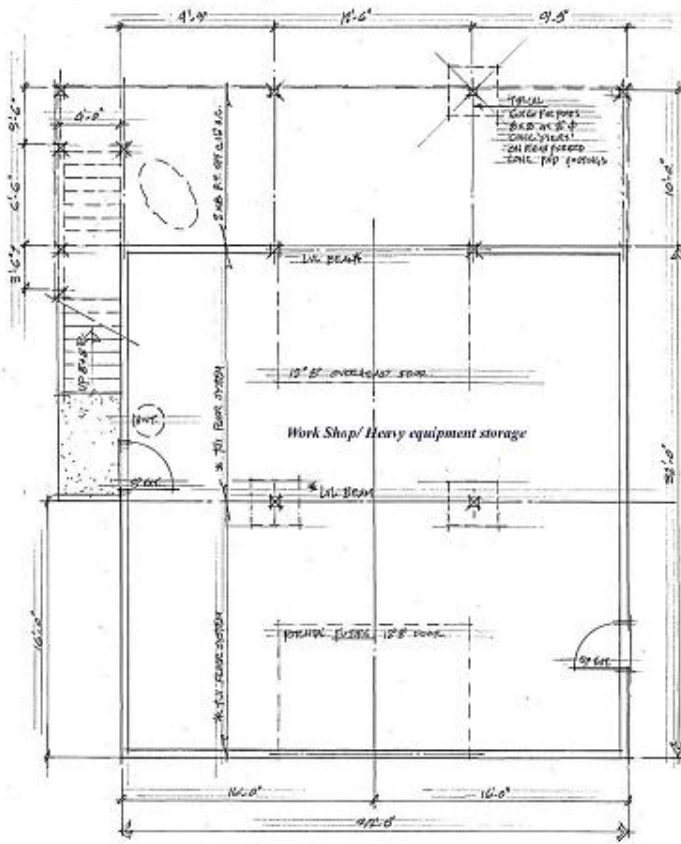
GALIANO ISLAND LOCAL TRUST COMMITTEE
GL-DVP-2017.4

SCHEDULE 'B'

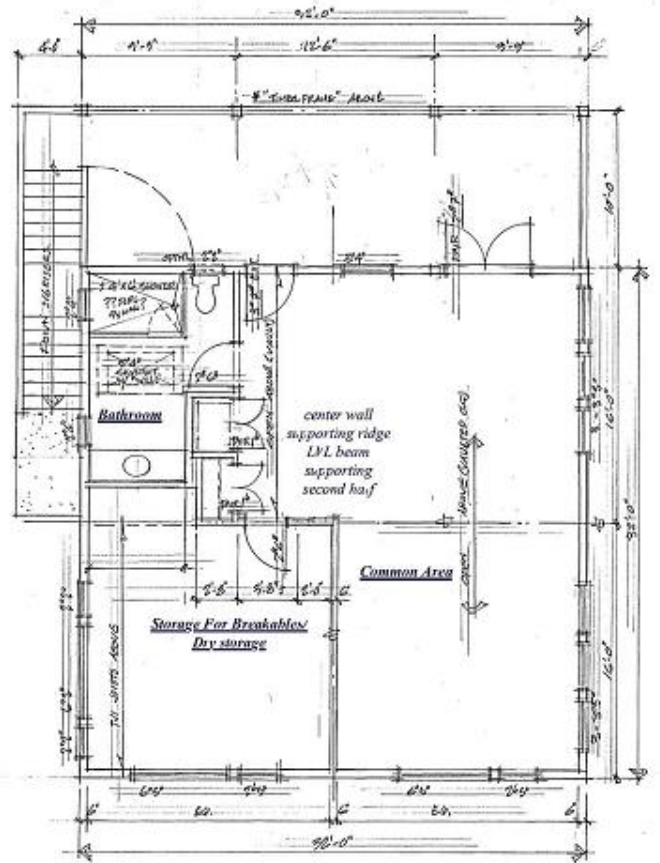


GALIANO ISLAND LOCAL TRUST COMMITTEE
GL-DVP-2017.4

SCHEDULE 'C'



GROUND FLOOR 10'-10"
 SEE DIMENSIONS FOR ALL STRUCTURAL DETAILS



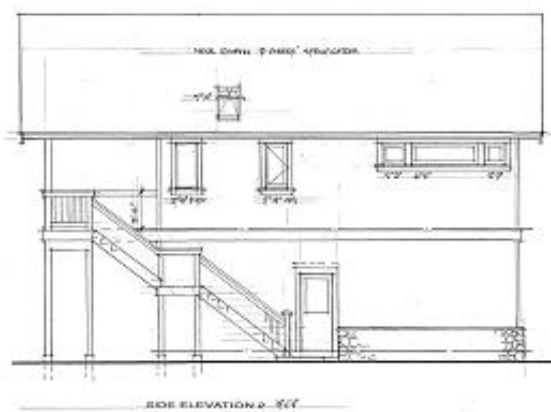
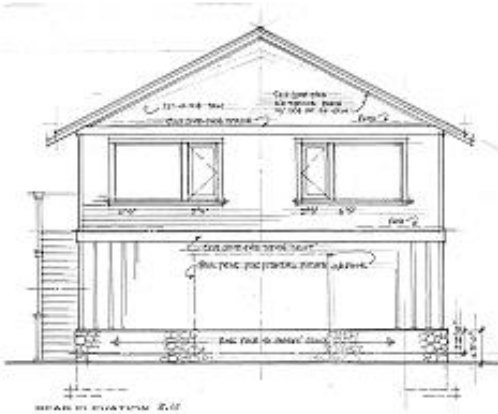
UPPER FLOOR 10'-10"
 SEE DIMENSIONS

Barn Proposal for
 Chase McMillan at
 556 Bluff Road
 Galiano Island, B.C.

May 2018
 Peninsula Design
 10507 Chain Rd. Sidney, BC

GALIANO ISLAND LOCAL TRUST COMMITTEE
GL-DVP-2017.4

SCHEDULE 'D'





File No.: GL-RZ-2016.2 (Galiano Conservancy)

DATE OF MEETING: September 11, 2017
TO: Galiano Island Local Trust Committee
FROM: Rob Milne, Island Planner
Southern Team
COPY: Robert Kojima, Regional Planning Manager)
Applicant: Galiano Conservancy Association
Location: 10825 Porlier Pass Road

RECOMMENDATION

1. That Galiano Island Local Trust Committee Bylaw No. 263, cited as “Galiano Island Land Use Bylaw, 1999, Amendment No. 1, 2017”, be amended by:
 - a. Amending item 11.2.1.2 by adding the words, “with accessory camping” to the end of the existing text;
 - b. Amending item 11.2.1.5 by inserting the word “accessory” at the beginning of the existing text;
 - c. Amending the fourth bullet in item 11.2.2.1 by inserting the text “, not to exceed 76 persons,” after the text, “program participants”;
 - d. Amending item 11.2.2 by the insertion of the word “accessory” after the text, “In association with”; and
 - e. Amending item 11.2.2 by the addition of a new point 11.2.2.3 which reads as follows:

“Campsites and tent platforms shall be sited in designated areas and shall not exceed a combined total of 36.”
2. That Galiano Island Local Trust Committee Bylaw No. 263, cited as “Galiano Island Land Use Bylaw, 1999, Amendment No. 1, 2017”, be read a second time as amended.
3. That staff be requested to schedule a public hearing for Bylaw Nos. 262 and 263.

REPORT SUMMARY

This report is intended to provide the Local Trust Committee (LTC) with an update on the outcomes and findings of the June 26, 2017 referral of proposed Bylaw Nos. 262 and 263.

BACKGROUND

At its regular meeting of May 1, 2017, after consideration of a staff report dated March 27, 2017, the Galiano LTC gave first and second readings to bylaw Nos. 262 and 263 and directed staff to refer the proposed bylaws to the Galiano Advisory Planning Commission (APC). The bylaw referral package was sent to the APC on May 2, 2017.

GL-2017-043

that the Galiano Island Local Trust Committee Bylaws No. 262 and 263 be referred to the Galiano Island Advisory Planning Commission for review.

The March 27th staff report also contained a table of recommended First Nations and agencies for receipt of a general referral of the bylaws. However, given the LTC's discussion on which zone name and category would be most appropriate for the proposed rezoning, staff deferred the general referral pending receipt of the APC submission and recommendations. The general referral was sent out on June 26th after receipt of those recommendations.

ANALYSIS

The APC final report and recommendation were submitted on June 19th and received by staff on June 21st. The APC met on May 23rd, 30th and June 12th to consider the application and referral. The APC recommendations contained within their June 12th minutes provided recommendation on five topic areas relating to Official Community Plan (OCP) policies and land use bylaw (LUB) regulations. In addition to the APC the bylaws were referred out to a number of First Nations and agencies (Attachment 1).

In total, the bylaws were referred to 11 First Nations and Treaty groups, five provincial agencies, five Regional agencies, four Local Trust Areas and the Galiano Island Parks and Recreation Commission. A response window of 30 days was identified. The responses received are listed and summarized in Table 1 below.

Table 1: Summary of Statutory Referral Responses and Proposed Actions

Agency	Response	Proposed Action	Synthesis of Agency response
Island Health	Consideration should be given to the accessibility of the facility and the walkways within the facility. Ideally, the facility should be able to provide access for all ages and ability levels. As the population of the province is aging, providing considerations in the design and construction for people with limited mobility can add value to the facility for all members of the community.	No action required	Interests unaffected
Ministry of Transportation and Infrastructure	The Ministry has no objections to the proposed bylaws but does request that a permit application is submitted to the Ministry for any works within the Ministry road dedication and that a commercial access permit is applied for, when the facility is constructed.	No action required	Interests unaffected
Mayne LTC	Interests unaffected by Bylaw	No action required	Interests unaffected

North Pender LTC	Interests unaffected by Bylaw	No action required	Interests unaffected
Saltspring LTC	Interests unaffected by Bylaw	No action required	Interests unaffected
Galiano Island Advisory Planning Commission	Approval subject to conditions (See Attachment 7)	See report recommendations	Approval recommended subject to conditions
Galiano Island Parks and Recreation Commission	Approval Recommended subject to conditions: Provision of public access to beaches and other natural areas for residents and visitor alike.	No action required	Approval recommended subject to conditions

First Nations

As has been noted in this report the bylaws were referred to 11 First Nations and treaty groups. At the time of the writing of this report no responses had been received.

Non-Agency Referral Responses

Galiano Island Advisory Planning Commission

In their June 12, 2017 minutes (Attachment 7) the APC notes that, “The APC is unanimously supportive of a rezoning of the property in question to accommodate the Galiano Conservancy Association’s Millard Learning Centre” and provide recommendations in five general topic areas.

In broad terms, the APC recommendations address the use of the ALR lands within the rezoning application area, dedicated trail access to beaches and other natural areas, dedication of a road allowance, a defined cap on the number of staff and guests, designation of specific designated camping areas and the installation and management of water and septic facilities.

Staff met with the applicants on August 15th to review the recommendation of the APC. Although generally supportive of the APC recommendations the representatives from the Galiano Conservancy did wish to engage in a discussion on a small number of those recommendations with the LTC. A list of the APC recommendations is provided below for convenience. Notes are inserted into the list which reflects the applicant’s observations on the recommendations.

- that the AG zoned land in question continue to be used for agricultural purposes, rather than for nature conservation purposes.

The use of the agricultural lands is regulated by the provisions of the AG zoning and ALC regulations. Inclusion of provisions in the proposed zoning bylaw is considered unnecessary. The GCA is currently conducting agricultural activities in the AG zoned portion of the property and intends to continue these activities in the future.

- that the LTC ask that a dedicated and secured public trail access to the foreshore be provided as a condition of rezoning approval, and that the GCA take measures to plan and manage this access through signage and communication with the public to avoid conflicts with anticipated programming.

Uncomfortable with this recommendation. Wish to discuss potential impacts and other options with the LTC.

- that the LTC ask that a full road allowance dedication be granted to MOTI on the portion of Porlier Pass Road passing through the property prior to rezoning approval.

Staff have confirmed with MOTI that they are not requesting road dedication. Are there other options to address possible concerns?

- that the LTC amend proposed Bylaw 263 by adding the word “ accessory” in reference to all mentions of camping and overnight accommodation structures in order to ensure that these are NOT used for other than program participants.

Agree.

- that the LTC also ensure that Bylaw 263 include a clear limit on the number of overnight guests and staff allowed. [The applicants had suggested a cap of 76. The APC considers that a reasonable number].

Agree

- that [regulation] 11.2.1.2 be amended to “ research and educational activities and facilities with accessory camping.”

Agree

- that [regulation] 11.2.1.5 be amended to “ accessory rustic camping.”

Agree

- that the wording of the bylaw clarify that the total number of camping sites will not exceed 36.

Agree

- that a site plan be attached to the bylaw for readers’ reference.

The Galiano Conservancy is bound to an existing Management Plan for the lands. They wish to discuss this recommendation with the LTC.

- that the camping be restricted to the designated camping areas.

Agree

- [that the] GCA should be required to ensure the contained burning systems they use are carefully designed to maintain fire safety at all times. Further, GCA should be required to ensure an adequate water supply is provided adjacent to each fire facility and should ensure staff are able to control and extinguish fires.

The Galiano Conservancy notes that these matters are regulated through the fire department. The GCA has an ongoing dialogue with the NGVFD and partners with them to provide water sources for firefighting on GCA lands. These concerns are also addressed through current GCA policy. They wish to discuss this recommendation with the LTC.

- that the LTC request the necessary information to understand how this [water and septic systems] will be managed.

These matters are regulated though Island Health. The applicants wish to discuss this recommendation with the LTC.

Consultation

Any land use bylaw and OCP amending bylaws require a public hearing and the approval of the Executive Committee and, in the case of the OCP amendment, approval by the Minister of Municipal Affairs and Housing.

As this project involves an OCP amendment, the LTC is required under s. 475(2) of the *Local Government Act* to consider opportunities for consultation with persons, organizations and authorities it considers will be affected including First Nations. As is noted in this report the draft bylaws were referred to 11 First Nations and Treaty groups, five provincial agencies, five Regional agencies' four Local Trust Areas and the Galiano Island Parks and Recreation Commission in order to address the statutory requirements for consultation.

Rationale for Recommendation

The LTC first considered this application when they received a staff report on March 6, 2017. The application noted that the Galiano Conservancy wished to transition from the current temporary use permit (TUP) to a permanent zoning which reflected their use of the property. The LTC has given first and second readings to the enabling bylaws (262 & 263) for this application. The application and draft bylaws have been thoroughly reviewed by the Galiano Island Advisory Planning Commission and referred out to a variety of agencies and First Nations. This report summarizes those reviews and provides a set of recommendations which address that feedback from those reviews.

The recommendations of this report reflect discussions of the APC recommendations with the applicants and the views of staff. As may be seen a significant number of the recommendations of the APC have been included in the staff recommendations. Those recommendations reflect concerns expressed regarding the implementation of the uses as currently reflected in the proposed zoning bylaw and can be viewed as representing a 'fine tuning' and tightening of the provisions of the bylaw.

Staff has not supported some recommendations which are under the jurisdiction of other regulatory bodies, most particularly the request for a road dedication. Staff spoke directly with the MOTI Area Manager in Victoria who confirmed that the Ministry is not requesting a road dedication, as was reflected in their original referral response. Staff also recognized that the implementation of this recommendation would be a significant expense to the applicant which is not considered to be justified given that the Ministry does not have the statutory authority to require such a dedication as a function of a rezoning application, which was acknowledged by the Area Manager.

Staff has also not supported the recommendation that a dedicated and secured public trail access be provided to the foreshore as a condition of rezoning approval due again in part to the significant cost involved. Staff also have concerns regarding how this access might be managed and the potential impacts upon, or conflict with, the programming that the applicants are hoping to undertake as their project develops. It is the view of staff that other alternatives should be explored to facilitate public access prior to any consideration of a surveyed and dedicated trail access.

It is the wish of the applicants to discuss these issues as well as the recommendations related to fire safety and water and waste disposal, which are currently already regulated by other authorities, with the LTC.

ALTERNATIVES

The LTC may consider the following alternatives to the staff recommendation:

1. Request further information

The LTC may request further information be provided prior to making a decision. If selecting this alternative, the LTC should describe the specific information needed. Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee request that the applicant submit to the Islands Trust [list information required].

2. Choose to proceed no further

The LTC may choose to proceed no further with the application. If this alternative is selected, the LTC should state the reasons for this choice. Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee proceed no further with application GL-RZ-2016.2 for the following reasons [insert reasons].

3. Hold the application in abeyance

The LTC may choose to hold the application in abeyance pending completion of a significant study or receipt of other information. If this alternative is selected, the LTC should state the reasons for this choice. Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee hold application GL-RZ-2016.2 in abeyance until the following information has been received [list information required].

NEXT STEPS

Describe the next steps in the process, if applicable.

Submitted By:	Rob Milne M.A., RPP, MCIP Title]	August 21, 2017
Concurrence:	Robert Kojima Regional Planning Manager	August 29, 2017

ATTACHMENTS

1. Referral Table
2. Island Health referral response
3. MOTI referral response
4. MA LTC referral response
5. NP LTC referral response
6. SS LTC referral response
7. GL APC referral response
8. GIPRC referral response
9. Proposed Bylaw No. 262
10. Proposed Bylaw No. 263

Attachment 1 Referral Table

This referral has been sent to the following agencies:

Provincial Agencies

Agricultural Land Commission
BC Assessment Authority
Ministry of Agriculture – Regional Agrologist
Ministry of Community, Sport and Cultural Development
Ministry of Transportation & Infrastructure

First Nations

Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Pauquachin First Nation
Penelakut Tribe
Semiahmoo First Nation
Stz'uminus First Nation
Tsartlip First Nation
Tsawwassen First Nation
Tsawout First Nation

Non-Agency Referrals

Galiano Island Advisory Planning Commission
Galiano Island Parks and Recreation Commission

Regional Agencies

Capital Regional District – Electoral Area Director
Capital Regional District – Building Inspection
Capital Regional District – Environmental Resource Management
Island Health
North Galiano Island Fire Rescue

Adjacent Local Trust Committees and Municipalities

North Pender Island Local Trust Committee
Mayne Island Local Trust Committee
Salt Spring Island Local Trust Committee
Thetis Island Local Trust Committee



July 18, 2017

Rob Milne
Island Planner
Galiano Island Trust Area
Suite 200, 1627 Fort Street
Victoria, BC V8R 1H8

Dear Mr. Milne:

Re: Application for Official Community Plan and Land Use Bylaw Amendment, Galiano Conservancy Association, District Lot 57, Galiano Island, Cowichan District

Thank you for the opportunity to provide comment on the OCP/Land Use Bylaw amendment for Galiano Conservancy Association. The past few years have seen significant advances in linking land use planning with health outcomes; such as, the encouragement of physical activity and healthy eating to reduce obesity, greater safety as part of an injury prevention strategy, cleaner air and healthier living environments, access to health services, age friendly spaces to encourage health equity, restoration of natural environments to promote ecosystem functioning, improved social interactions amongst other potential health criteria.

How communities are planned and built, and the services and resources provided within them, directly impacts people's physical, mental, and social health. These impacts are reflected in levels of social cohesion, mental, and physical fitness, chronic disease, obesity, and injury.¹ In the next 25 years BC's population will grow 31% while the population over 65 will increase more than 100%. As the population ages, the prevalence rates of chronic conditions such as cardiovascular diseases, type 2 diabetes, and obesity will also increase.²

All of these health effects arise in part from our interaction with the built environment, e.g. the buildings, parks, schools, road systems and other infrastructure that we encounter in our daily lives. Research indicates that we can improve health and reduce illness through different approaches to planning our communities. According to the World Health Organization, 80% of some chronic diseases can be prevented through moderate exercise and improved nutrition; as well as, having well designed homes, sidewalks, transportation systems and playgrounds to help promote activity for all ages.

Island Health (VIHA) appreciates the opportunity to provide evidence-based recommendations and comments for this amendment. Highlights and recommendations are itemized below:

Highlights

- This proposal focuses on providing educational activities on the natural environment, protection of the natural environment, ecological restoration and provision of demonstration gardens. Protection, restoration and interaction with the natural environment are important components to the health of our communities. Health evidence shows a strong link between exposure and engagement with nature and the reduction of stress, chronic diseases, depression and anxiety as well as improvements in cognitive functions.
- The inclusion of publically accessible trails provides the opportunity for positive health outcomes to the community. Trails promote and increase opportunity for residents and visitors to increase physical activity, which in turn, leads to overall improvements in emotional and physical wellness, and can help lessen obesity rates and decrease the risk of chronic diseases.

Regulatory Considerations

Drinking Water

- Under the *Drinking Water Protection Act and Regulation*, any construction, installation, alteration, or extension of (a) a water supply system, or (b) works, facilities, or equipment that are intended to be a water supply system or part of a water supply system, must be issued a construction permit from our Public Health Engineer. Consultation with our Drinking Water Officer will also be needed (for more information: <http://www.viha.ca/mho/water/> or call 250.755.6215).

Sewerage Disposal

- Sewerage disposal for the proposed development must be in compliance with the *Sewerage System Regulation*.

Food Premises

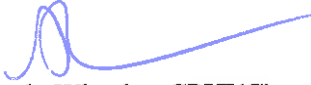
- The Health Protection and Environmental Services (HPES) department in Island Health have a regulatory role in food premises from construction to operation. Any changes to the existing food premises and the possible construction of new food premises must be undertaken with the appropriate construction and operating permits.

Recommendations under Island Health's Healthy Built Environment Initiative

- Consideration should be given to the accessibility of the facility and the walkways within the facility. Ideally, the facility should be able to provide access for all ages and ability levels. As the population of the province is aging, providing considerations in the design and construction for people with limited mobility can add value to the facility for all members of the community.

If you have any questions or comments, please contact the undersigned for further clarification or discussion.

Sincerely,



Angela Wheeler, CPHI(C)
Regional Built Environment Consultant

cc: Dianne Hulleman, District Environmental Health Officer, Victoria, Island Health
Joanne Lum, Senior Environmental Health Officer, Victoria, Island Health

AW/cmd

¹ Provincial Health Services Authority (PHSA) (2008). *Introduction to Land Use Planning for Health Professionals*. Retrieved June 5, 2017 from: <http://www.phsa.ca/Documents/introductiontolanduseplanningforhealthprofessional.pdf>

² PlanH. (2014). *How do Local Governments Improve Health and Community Well-being? A Resource Guide for Local Governments*. Retrieved June 5, 2017 from: http://planh.ca/sites/default/files/planh_local_government_guide-web_0.pdf

Sharon Lloyd-deRosario

From: Sherratt, Grace TRAN:EX <Grace.Sherratt@gov.bc.ca>
Sent: Thursday, July 13, 2017 3:53 PM
To: Sharon Lloyd-deRosario
Subject: RE: Galiano Island LTC Bylaws No. 262 & 263 Referral - (Ministry File 2017-04581)

Hello Sharon,

Please consider this the Ministry's official response to the attached referral regarding proposed Bylaw Nos 262 & 263, **Ministry File 2017-04581**.

The Ministry has no objections to the proposed bylaws but does request that a permit application is submitted to the Ministry for any works within the Ministry's road dedication and that a commercial access permit is applied for, when the facility is constructed.

If you have any questions, please do not hesitate to contact me.

Kind Regards,

GRACE SHERRATT | DISTRICT DEVELOPMENT TECHNICIAN

BC MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE | VANCOUVER ISLAND DISTRICT

240 - 4460 CHATTERTON WAY

VICTORIA BC V8X 5J2

T: 250.952.4511 | F: 250.952.4508

WEBSITE FOR DEVELOPMENT APPROVALS:

www.th.gov.bc.ca/Development_Approvals/home.htm | MINISTRY WEBSITE: <http://tranbc.ca/>

From: Sharon Lloyd-deRosario [<mailto:slloydderosario@islandstrust.bc.ca>]
Sent: Monday, June 26, 2017 3:24 PM
To: McIntyre, Cathie BCA:EX; Nicholls, Eric CSCD:EX; Christine Condron (ccondron@crd.bc.ca); Bednard, Gordon ALC:EX; galianotom@sympatico.ca; elizabethkennedy162@yahoo.ca; Schmidt, Orlando AGRI:EX; Sherratt, Grace TRAN:EX; Gloria.Yu@viha.ca
Cc: Rob Milne
Subject: Galiano Island LTC Bylaws No. 262 & 263 Referral - For Your Response

Good afternoon; please find attached for your review and response a Galiano Island Local Trust Committee Bylaws No. 262 & 263 Referral and relevant bylaws.

It would be appreciated if you could please respond by filling out the bylaw referral form response summary, found on page 3 of this referral and submit back to my attention.

Thank you in advance.

Sharon Lloyd-deRosario
Legislative Clerk | Deputy Secretary, Local Planning Services
Islands Trust
200-1627 Fort St.
Victoria BC V8R 1H8
In Victoria 250-405-5167

Enquiry BC Toll-free call 1-800-663-7867
or from the lower mainland 604-660-2421

Websites: www.islandtrust.bc.ca | www.islandstrustfund.bc.ca
*Preserving **Island** communities, culture and environment since 1974*

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

Galiano Island Local Trust Area

(Island)

S. L. deRosario

(Signature)

July 24/17

(Date)

262 & 263

(Bylaw Number(s))

S. L. deRosario Deputy Secretary

(Name and Title)

Mayne IS. LTC

(Agency)

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

Galiano Island Local Trust Area
(Island)

S.L. deRosario
(Signature)

July 27/17
(Date)

262 & 263
(Bylaw Number(s))

S.L. deRosario / Deputy Secretary
(Name and Title)

North Pender IS. LTC
(Agency)

Sharon Lloyd-deRosario

From: Claire Olivier
Sent: Thursday, August 03, 2017 9:27 AM
To: Sharon Lloyd-deRosario
Cc: Lori Foster
Subject: Interests unaffected for Galiano Island Local Trust Committee Proposed Bylaws 262-263

Hi Sharon and Lori,

At the July 20th regular meeting the SSI LTC advised that interests were unaffected by the proposed bylaws. Original forms will come shortly. Sorry for the delay!

Regards,
Claire

Claire Olivier
Legislative Clerk/Deputy Secretary
Islands Trust
1-500 Lower Ganges Road
Salt Spring Island, BC V8K 2N8
On Salt Spring Island 250-538-5606
Enquiry BC Toll-free call 1-800-663-7867
Or from the lower mainland 604-660-2421

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

DRAFT



Galiano Island Advisory Planning Commission Record of Meeting

Date: June 12, 2017
Location: Islands Trust Office
Madrona Drive, Galiano Island, BC
9:30 a.m.

Members Present: _____ Sheila Anderson
_____ Akasha Forest
_____ Karen Harris
_____ Dave Koster
_____ Barry New

Members Absent: _____ Bowie Keefer (regrets)
_____ Judith Parrack (regrets)

Staff Present: Heather C. Martin, Recorder

Members of the Public: none



1. CALL TO ORDER

The meeting was called to order at 9.35 a.m.

2. APPROVAL OF THE AGENDA

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

3. APPROVAL OF THE MINUTES

The members present agreed that the previously adopted as amended minutes of May 23, 2017 were correct and ready for submission.

It was **moved** and **seconded** that the minutes of May 30, 2017 be adopted.

CARRIED

4. DISCUSSION AND REFERRAL RESPONSE TO PROPOSED BYLAWS 262 AND 263



DRAFT

The meeting began with a review of the Learning Centre site map and some discussion of various aspects of the proposal. The committee then worked on its response to the LTC referral, drafting recommendations and suggesting amendments to the proposed bylaws, as follows.

It was **moved** and **seconded** that the APC approve the following referral response.

“GIAPC REFERRAL RESPONSE TO PROPOSED BYLAWS 262 AND 263 (Galiano Conservancy Association)”

The APC is unanimously supportive of a rezoning of the property in question to accommodate the Galiano Conservancy Association’s Millard Learning Centre. Committee members all agree that it offers considerable benefit to the community of Galiano and the Islands Trust Area in terms of environmental education opportunities, the restoration and conservation of the majority of the parcel, and some additional trails open to the public. We recognize its value in terms of adding to other protected lands in the area to create contiguous corridors of protected natural areas in this region of Galiano.

The APC acknowledges that this rezoning if approved will remove 13 residential densities from our islands residential capabilities. However, it would replace residential housing impact with another form of human occupancy and activity on the land. We noted that new residential densities for affordable housing have been added to the bank of residential capabilities elsewhere on Galiano so our overall residential capability may not have changed much in total.

Our review and discussion of these proposed Bylaws No.262 and 263 have resulted in the following concerns and recommendations:

1. To support OCP Agriculture Objective #1

A portion of the property is zoned for Agriculture use and is in the Agricultural Land Reserve. In light of this, and considering the limited agricultural land resource on Galiano Island and the subsequent impact on food security that this conveys, the APC is pleased that there is no change to this AG zoning proposed in these bylaws. The APC recommends that the AG zoned land in question continue to be used for agricultural purposes, rather than for nature conservation purposes. The APC recognizes that agricultural use can include non-traditional agricultural methods and demonstration projects and encourages these uses.

2. To support OCP Section II Land Use Policy a) viii) “The desirability of providing public access to beaches and other natural areas for residents and visitors alike”

As presently zoned this parcel of Residential zoned land could be subdivided into 13 lots, each with a dwelling and a cottage. A subdivision of this property would normally involve provision of dedicated shore access. This rezoning would

remove that possibility for subdivision but the APC does not think that the requirement for providing shore access should be extinguished.

Therefore, the APC recommends that the LTC ask that a dedicated and secured public trail access to the foreshore be provided as a condition of rezoning approval, and that the GCA take measures to plan and manage this access through signage and communication with the public to avoid conflicts with anticipated programming.

3. To support OCP Section III Services, Land Transportation Objectives and Policies

i. The APC does not think this proposal meets Land Transportation Objective 1). As presently zoned this parcel of Residential zoned land could be subdivided into 13 lots, each with a dwelling and a cottage. A subdivision of this property would normally involve provision of any road or trail dedications indicated on our OCP Transportation Plan. This rezoning would remove that possibility for subdivision but the APC does not think that the requirement for achieving planned road and trail routes as per Schedule C should be ignored. Porlier Pass Road, where it passes through this property, is classified as a Main Rural Road and yet is NOT a fully dedicated (20m) road but merely a Section 4 road according to Schedule C. The APC recommends that the LTC ask that a full road allowance dedication be granted to MoTI on the portion of Porlier Pass Road passing through the property prior to rezoning approval.

ii. The APC notes that the proposed bylaws appear to address Objective 2) regarding public access to trails in the wording of both the OCP amendment 4.3 policy c) and of the LUB amendment 8.5, 11.2.1.4.

iii. The APC wishes to acknowledge that this proposal meets Land Transportation Objective 4) because it has direct road frontage on a Main Rural Road (Porlier Pass) and therefore will not impact on any Residential Class roads. It will however significantly impact the island's transportation infrastructure with student groups continually coming and going. This is similar to many Economic Activity Zones which are required by Transportation Policy f) to have access from a Main Rural or Minor Rural Road classification in order to respect Objective 4).

If the LTC is going to consider adding new Community Facilities and Utilities Zones in our OCP and LUB it may want to consider also amending Transportation Policy f) by adding "...or Community Facilities and Utilities Zone" following "Land that is rezoned to any Economic Activity Zone...". At present it appears that most existing Community Facility or Utility zones have access to a Main Rural or a Minor Rural Road Classification.

4. To comply with LUB Prohibited uses 2.3.2 restricting commercial campgrounds

The APC strongly recommends that the LTC amend proposed Bylaw 263 by adding the word "accessory" in reference to all mentions of camping and

overnight accommodation structures in order to ensure that these are NOT used for other than program participants.

5. Further recommendations to add greater clarity and understanding for all concerned

The APC strongly recommends that the LTC also ensure that Bylaw 263 include a clear limit on the number of overnight guests and staff allowed. The applicants had suggested a cap of 76. The APC considers that a reasonable number.

The APC strongly recommends that the LTC consider changes to the wording of the bylaws to address the following additional concerns:

i. The APC has observed that the bylaw lists two separate allowances for 18 tent platforms, one listed in association with “research and education facilities” and another associated with “rustic camping.” This is confusing to a reader unfamiliar with the fact that these refer to two separate areas for accessory camping/accommodation. The APC recommends that 11.2.1.2 be amended to “research and educational activities and facilities with accessory camping.” It also recommends that 11.2.1.5 be amended to “accessory rustic camping.” The APC recommends that the wording of the bylaw clarify that the total number of camping sites will not exceed 36.

ii. The APC recommends that a site plan be attached to the bylaw for readers’ reference.

iii. The APC recommends that the camping be restricted to the designated camping areas.

iv. In recognition of the danger posed by fire during our hot, dry summers, the LTC and GCA should ensure any open burning complies with local and provincial burn regulations. GCA should be required to ensure the contained burning systems they use are carefully designed to maintain fire safety at all times. Further, GCA should be required to ensure an adequate water supply is provided adjacent to each fire facility and should ensure staff are able to control and extinguish fires.

v. The APC is unclear about the criteria used to establish the size of septic field necessary to accommodate the maximum of 76 overnight visitors. Therefore, the APC recommends that the LTC request the necessary information to understand how this will be managed. It suggests that the LTC ensure that safe water and septic systems are in place to support this proposal.”

THE MOTION THAT THE APC APPROVE THIS REFERRAL RESPONSE WAS

CARRIED.

[Note: Barry New left at 11.00 a.m.]

DRAFT

5. NEXT MEETING DATE

None scheduled.

It was agreed that the draft minutes of this meeting will be circulated via email before being submitted to staff. APC members are asked to respond by email within 48 hours of circulation. [Note: Dave Koster has approved the draft in advance of circulation, as he expects to be away.]

6. ADJOURNMENT

The meeting was adjourned at 11.17 a.m.

CHAIR

DATE

CERTIFIED CORRECT:

Heather C. Martin, Recording Secretary



Islands Trust

BYLAW REFERRAL FORM

Suite 200, 1627 Fort Street
Victoria, B.C. BC V8R 1H8
Ph: (250) 405-5151
Fax: (250) 405-5155
information@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Galiano Island Local Trust Area Bylaws No.: 262 & 263 Date: June 26, 2017

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.

APPLICANTS NAME / ADDRESS:

Galiano Conservancy Association – 2540 Sturdies Bay Road, Galiano Island V0N 1P0

PURPOSE OF BYLAW:

The purpose and intent of Proposed Bylaw Nos. 262 and 263 is to make the changes necessary to the Galiano Island Official Community Plan and Land Use Bylaws to allow the development of a facility whose purpose is to deliver programs and experiences focussed upon environmental education and nature protection. Some of these goals have been achieved through the use of Temporary Use Permits. Approval of the bylaws will allow for the development and implementation of the facilities and infrastructure necessary to realize the Conservancy's 2013 Galiano Learning Centre Management Plan.

GENERAL LOCATION:

Galiano Island Local Trust Area

LEGAL DESCRIPTION:

District Lot 57, Galiano Island, Cowichan District

SIZE OF PROPERTY AFFECTED:

76 Ha

ALR STATUS:

13.06 ha

OFFICIAL COMMUNITY PLAN DESIGNATION:

Rural and Agriculture

OTHER INFORMATION:

Additional information, including the current bylaws, staff reports and background documents is available at:
<http://www.islandstrust.bc.ca/islands/local-trust-areas/galiano/current-applications/current-application-documents/>.
See "Current Applications, GL-RZ-2016.2 (Galiano Conservancy)

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: Rob Milne

Title: Island Planner

Contact Info: Tel: 250-405-5177

Email: rmilne@islandstrust.bc.ca

PLEASE TURN OVER →

This referral has been sent to the following agencies:

Provincial Agencies

Agricultural Land Commission
BC Assessment Authority
Ministry of Agriculture – Regional Agrologist
Ministry of Community, Sport and Cultural Development
Ministry of Transportation & Infrastructure

First Nations

Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Pauquachin First Nation
Penelakut Tribe
Semiahmoo First Nation
Stz'uminus First Nation
Tsartlip First Nation
Tsawwassen First Nation
Tsawout First Nation

Non-Agency Referrals

Galiano Island Parks and Recreation Commission

Regional Agencies

Capital Regional District – Electoral Area Director
Capital Regional District – Building Inspection
Capital Regional District – Environmental Resource Management
Island Health
North Galiano Island Fire Rescue

Adjacent Local Trust Committees and Municipalities

North Pender Island Local Trust Committee
Mayne Island Local Trust Committee
Salt Spring Island Local Trust Committee
Thetis Island Local Trust Committee

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

See attached conditions.

Galiano Island Local Trust Area

(Island)

Edward Andrusiak

(Signature)

July 13, 2017

(Date)

262 & 263

(Bylaw Number(s))

EDWARD ANDRUSIAK CHAIR
GALIANO ISLAND PARKS & RECREATION
(Name and Title) *COMMISSION*

GALIANO ISLAND PARKS & RECREATION
(Agency) *COMMISSION*

The Galiano Island Parks and Recreation Commission is supportive of the position taken by the APC about the matter of public shore access on the Learning Centre, as expressed in their recommendations to the LTC (p 31 of the agenda package for the July 10th LTC meeting):

2. To support OCP Section II Land Use Policy a) viii) "The desirability of providing public access to beaches and other natural areas for residents and visitors alike"

As presently zoned this parcel of Residential zoned land could be subdivided into 13 lots, each with a dwelling and a cottage. A subdivision of this property would normally involve provision of dedicated shore access. This rezoning would

Galiano Island
Advisory Planning Commission
June 12, 2017

DRAFT

Page 2 of 5

remove that possibility for subdivision but the APC does not think that the requirement for providing shore access should be extinguished.

Therefore, the APC recommends that the LTC ask that a dedicated and secured public trail access to the foreshore be provided as a condition of rezoning approval, and that the GCA take measures to plan and manage this access through signage and communication with the public to avoid conflicts with anticipated programming.

PROPOSED

GALIANO ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 262

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

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, 2017, Amendment No. 1, 2017”.

2. SCHEDULES

Galiano Island Official Community Plan Bylaw 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	1 st	DAY OF	MAY	2017
READ A SECOND TIME THIS	1 st	DAY OF	MAY	2017
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	2017
READ A THIRD TIME THIS	_____	DAY OF	_____	2017
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	2017
APPROVED BY THE MINISTER COMMUNITY, SPORT AND CULTURAL DEVELOPMENT THIS	_____	DAY OF	_____	2017
ADOPTED THIS	_____	DAY OF	_____	2017

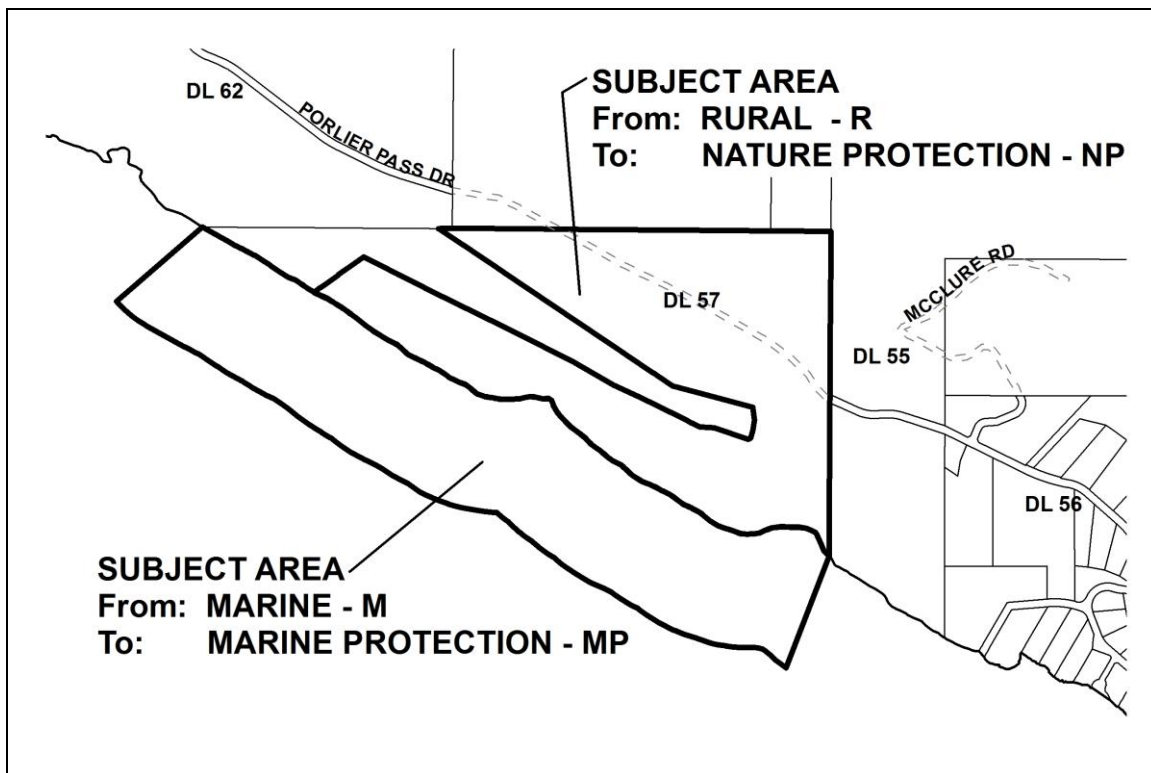
Chair

Secretary

**GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 262**

SCHEDULE 1

1. Schedule B (Land Use Designation) is amended for a portion of the lands legally described as District Lot 57, Galiano Island, Cowichan District, and a portion of the foreshore area adjacent to the property, as depicted in the map below.



PROPOSED

GALIANO ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 263

A BYLAW TO AMEND GALIANO ISLAND LAND USE BYLAW, 1999

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

1. Citation

This bylaw may be cited for all purposes as “Galiano Island Land Use Bylaw, 1999, Amendment No. 1, 2017”.

2. Galiano Island Local Trust Committee Bylaw No. 127, cited as “Galiano Island Land Use Bylaw, 1999,” is amended as follows:

2.1 Schedule “A” of Galiano Island Land Use Bylaw No. 127 cited as “Galiano Island Land Use Bylaw , 1999 is amended as shown on Schedule 1 attached to and forming part of this bylaw.

2.2 Schedule “B” – Zoning Map (North), is amended by changing the zoning of a portion of District Lot 57, Galiano Island, Cowichan District, and a portion of the foreshore area fronting those lands as shown on Plan No. 1 attached to and forming part of this bylaw.

READ A FIRST TIME THIS	1 st	DAY OF	MAY	2017
READ A SECOND TIME THIS	1 st	DAY OF	MAY	2017
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

Chair

Secretary

Galiano Island Local Trust Committee

Bylaw No. 263

Schedule 1

1. **Part 4, CREATION AND EXTENT OF ZONES**, is amended by the deletion of the existing zone “Health and Wellness” and replacing it with a new zone as follows:

COLUMN 1	COLUMN 2
Environmental Education and Nature Protection	(EE/NP)

2. **PART 8, COMMUNITY FACILITIES AND UTILITIES ZONES** is amended by the deletion of current section 8.5, “Health and Wellness Zone – HW” and replacing it a new section 8.5 “Environmental Education and Nature Protection Facilities – (EE/NP) Zone”, as follows:

“8.5 Environmental Education and Nature Protection EE/NP

Permitted Uses

11.2.1 In the Environmental Education and Nature Protection 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.

- 11.2.1.1 environmental education and nature protection
- 11.2.1.2 research and educational activities and facilities
- 11.2.1.3 ecological restoration
- 11.2.1.4 passive recreation including publicly accessible trails
- 11.2.1.5 rustic camping
- 11.2.1.6 accessory residence
- 11.2.1.7 accessory structures including wood and storage sheds
- 11.2.1.8 demonstration gardens

Buildings and Structures

11.2.2 In the Environmental Education and Nature Protection zone the following buildings and structures are permitted in association with the permitted uses identified above and listed below:

- 11.2.2.1 In association with research and education facilities:
 - class rooms and laboratories

- administration buildings containing offices and a library
- kitchen and dining facilities including traditional pit cooking area
- sleeping quarters for staff and program participants which may include up to 12 structures and up to 18 tent platforms with floor areas not to exceed 10m²
- showers and washing facilities
- outdoor amphitheatre
- information kiosk

- 11.2.2.2 In association with rustic camping:
- a maximum of 18 tent platforms with floor areas not to exceed 10m²
 - an outdoor pavilion (no walls) for dining, food preparation and teaching
 - outhouses
 - fire pit area

Permitted Lot Coverage/Density

- 11.2.3 In the Environmental Education and Nature Protection zone the following restrictions on buildings and structures apply:
- 11.2.3.1 Permanent structures are not to exceed a total of 2,250 m² in area
- 11.2.3.2 Total lot coverage is not to exceed 0.5%
- 11.2.3.3 Not more than one accessory dwelling is permitted

Permitted Heights

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

Minimum Setbacks

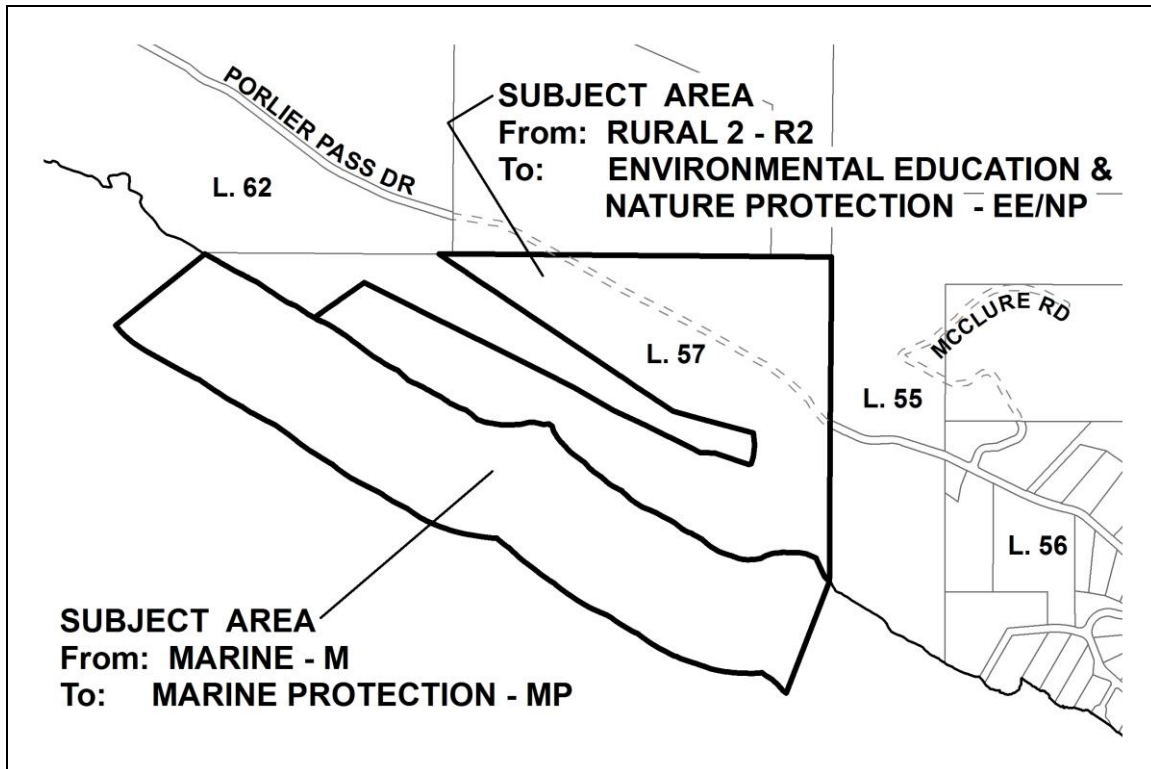
- 11.2.5. Buildings and structures must be sited as permitted below:
- 11.2.5.1 Buildings and structures must be sited at least 7.5 metres from any lot line. Walkways are permitted to be within 1.5 metres (5 ft.) from the side lot lines.
- 11.2.5.2 Buildings and structures used for human habitation or occupancy and not located within the Agriculture (AG) zone must be sited at least 15 metres from the boundary of the Agriculture (AG) zone"

3. Section 17.1 **“Definitions”** of **PART 17, INTERPRETATION**, is amended by the addition of a new definition, “environmental education” which reads as follows to be, inserted in alphabetical order, and the renumbering of the following definition:

“environmental education means the promotion of attitudes and value systems, through structured educational activities and programs, that influence environmentally ethical behaviour by developing understanding, skills and values that will enable people to participate as active and informed citizens in the development of an ecologically sustainable and socially just society.

GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 263

Plan No. 1





File No.: GL-RZ-2017.1

DATE OF MEETING: September 11, 2017
TO: Galiano Island Local Trust Committee
FROM: Rob Milne, Island Planner
Southern Team
COPY: Robert Kojima, Regional Planning Manager
SUBJECT: Rezoning of a Portion of District Lot 37
Applicant: Fred and Isobel Stevens
Location: 303 Betty Ann Drive

RECOMMENDATION

1. That the Galiano Island Local Trust Committee directs staff to prepare draft bylaws for the review and consideration of the Local Trust Committee.

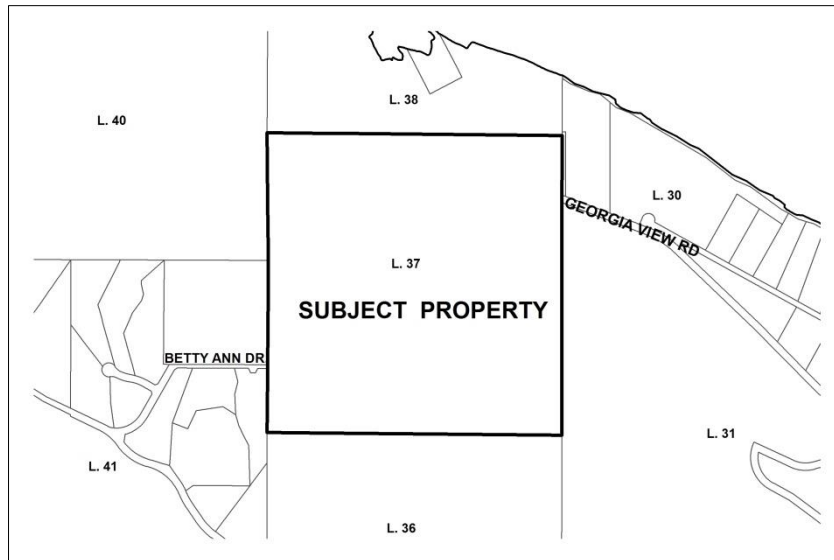
REPORT SUMMARY

The purpose of this report is to introduce rezoning application GL-RZ-2017.1 which seeks to rezone a 2.24 ha. (5.5 ac.) portion of DL 37 to Forest Industrial (FI) from its current Forestry 1 (F1) zoning. The purpose of the application is to bring the use of the land into compliance with the provisions of the Galiano Island land use bylaw (LUB). The subject area is currently used for a single family residence and aggregate extraction in compliance with a permit issued under the *Mines Act*. The residential use, which was established in 2003 is not permitted by the current zoning. The area proposed to be rezoned represents 3.4% of the total property area.

BACKGROUND

Bylaw enforcement file GL-BE-2000.93 was opened 2000 in response to a complaint received regarding the residential use of the property. A review of the file indicates ongoing discussions aimed at achieving compliance with zoning requirements.

A rezoning application (Attachment 1) was received on August 2, 2017 and was accompanied by a brief outline which describes the rationale for the requested rezoning. In general terms it is the wish of the applicants to address the presence of the owner's residence by rezoning a small, 2.24 ha. area of the 65 ha. (160 acre) parent parcel (Attachments 2 & 2b) from the current F1 zoning to the FI zone which allows for a residential use in addition to a number of other uses (Attachment 5). The proposed FI zoned area is shaped to include the area used for residential uses, a small portion of the quarry area which contains some structures related to the quarry activities, and the connecting driveway. This approach has been taken to minimize, as much as possible, any impacts upon the F1 lands.



ANALYSIS

Policy/Regulatory

Islands Trust Policy Statement:

Attachment 3 provides three Trust Council Policy Statement Directives which are of relevance to this application. It is the view of staff that the subject application is not in conflict with their intent.

Official Community Plan:

As has been noted the subject lands will have to be redesignated from 'Forestry' to 'Forest Industry' in order for this application to proceed. There is one other property, located at 8395 Porlier Pass Road which is currently designated as Forest Industrial and listed on Schedule 'B', Land Use Designations, of the Galiano Island OCP. The property is also zoned Forest Industrial (FI). It should be noted that the OCP does not contain a land use policy section for the Forest Industrial designation, however, land within the FI zone is designated as a development permit area (DPA) for form and character and any activity which would require a building permit would require a development permit should the rezoning proceed.

It is also noted that OCP Schedule C, 'Road Network Plan' (Attachment 4, Figure 6) indicates a future 'Minor Rural' road crossing the northern part of the property as well as a portion of an emergency access route connecting to that potential minor rural road from the westerly side of the property. As well, Schedule E 'Parks and Trail Network Plan' (Attachment 4, Figure 7) shows a proposed multi-use trail crossing the subject property at both the north east and northwest corners of property. Item 1.1, 'Land Transportation' of Section III, 'Services' provides the following relevant policies:

- c) *The Road Network shown on Schedule C represents both existing and proposed roads, and is subject to the following:*
 - i) *the locations of proposed highways and emergency access routes shall be considered approximate locations;*
 - ii) *locations of proposed highways and emergency access routes shall be confirmed at time of rezoning, subdivision or building permit;*

- iii) *highway and emergency access route connections at property boundaries should be consistent with the approximate locations identified on Schedule 'C', unless more detailed site investigation of all lots concerned identifies a more suitable point of connection consistent with the general continuity of routes through adjacent lots as identified on Schedule 'C';*

A review of Attachment 2a and Figures 6 and 7 of Attachment 4 clearly indicate that the location of the proposed rezoning on the subject property is not in physical conflict with the proposed locations of the potential minor rural road and emergency connector or the proposed multi-use and hiking trails as shown on Schedules C and E of the OCP. Given that the proposed rezoning is intended to recognize existing uses in existing locations rather than facilitate new uses of the land it is the view of staff that the application is not in conflict with the policies of the OCP with respect to the proposed road and trail locations and does not represent a barrier to the implementation of future roads or trails as anticipated by the OCP. There are currently easements registered on title providing access to the lands beyond this lot.

Land Use Bylaw:

The subject property is currently zoned F1, which does not allow for the existing residential use. The applicants wish to achieve zoning compliance through their application to rezone a 2.24 ha. portion of the subject property to Forest Industrial (FI), (Attachment 2). The FI zone allows for a number of uses which strongly align with the current use of the area of the property to be rezoned (Attachment 5). The owners have advised that they would be open to not including some of the FI uses listed that do not affect the existing uses of the area proposed for rezoning. The FI zone allows for one self-contained accessory dwelling unit for the owner or operator of a principle use as well as gravel processing and storage. As has been noted there is one other property zoned FI on Galiano Island. The area proposed to for rezoning to FI would not be subdividable due to the minimum lot areas requirement of the FI zone

Issues and Opportunities

Consideration of this application offers the opportunity to deal with what is understood to be a long running concern with members of the Galiano community with respect to the existence of a residence on lands zoned F1, a use which is not permitted within that zone. It is clear that the matter of the F1 lands is an important issue to the Island community. The application for the rezoning of a small portion of the subject property to a forestry focussed zone, which allows for one residence, as well as some processing activities related to forestry, represents the prospect of addressing the community concern regarding residences on F1 lands, as well as legalizing a non-conforming residential use with minimal impact upon the forestry values of the subject property specifically and F1 lands on Galiano Island generally.

As noted in Attachment 3 the subject property is registered under the *Private Managed Forest Land Act*. Staff discussed this application with staff of the Managed Forest Council, who were familiar with the property, and they advised that the proposed rezoning would have no impact upon the private managed forest land status of the property.

Consultation

Any land use bylaw and OCP amending bylaws will require a public hearing and the approval of the Executive Committee and, in the case of the OCP amendment, approval by the Minister of Municipal Affairs and Housing.

As the project would involve an OCP amendment, the LTC is required under s. 475(2) of the *Local Government Act* to consider opportunities for consultation with persons, organizations and authorities it considers will be affected including First Nations. The LTC is also required under s. 476(a) to consult with the local school district.

Rationale for Recommendation

The current residential use on land zoned F1 is the subject of an active bylaw enforcement action. The owners of the property who live in the residence have submitted an application to rezone a small portion of their property to Forest Industrial seeking to achieve compliance with the zoning requirements. It is the view of staff that this application addresses a set of unique circumstances in that the owner is actually carrying on an industrial use and that this option not one that would be likely be available or applicable to other F1 zoned lots

Whereas this application offers a potential resolution to the non-compliant nature of the residential use, while respecting community concerns related to F1 lands, it is the view of staff that the application should proceed to the public consultation phase.

ALTERNATIVES

The LTC may consider the following alternatives to the staff recommendation:

1. Request further information

The LTC may request further information be provided prior to making a decision. If selecting this alternative, the LTC should describe the specific information needed. Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee request that the applicant submit to the Islands Trust [list information required].

2. Choose to proceed no further

The LTC may choose to proceed no further with the application. If this alternative is selected, the LTC should state the reasons for this choice. Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee proceed no further with application GL-RZ-2017.1 for the following reasons [insert reasons].

3. Hold the application in abeyance

The LTC may choose to hold the application in abeyance pending completion of a significant study or receipt of other information. If this alternative is selected, the LTC should state the reasons for this choice. Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee hold application GL-RZ-2017.1 in abeyance until the following information has been received [list information required].

NEXT STEPS

Following receipt and consideration of draft bylaws which support this application a reasonable next step, given the community interest in F1 lands, would be to consider holding an open house prior to a statutory referral of the bylaws and supporting information to community and agency stakeholders.

Submitted By:	Rob Milne M.A., RPP, MCIP Island Planner	August 21, 2017
Concurrence:	Robert Kojima Regional Planning Manager	August 29, 2017

ATTACHMENTS

1. Application package
2. Proposed area of rezoning
3. Site Context
4. Mapping
5. Forest Industry zone extract

Attachment 1

We are seeking to rezone DL37 into the Forest Land Reserve zone to bring our land into compliance with the provisions of the current Galiano Land Use Bylaws.

We bought DL37 in 1997 to secure the use of the existing sand and gravel quarry for our excavating business. This quarry was first established in 1984 by MacMillian Bloedel. In 1998 we registered the quarry into the provincial mines act. In 2000 we moved onto the property to operate our business, conduct forestry and to maintain security for our land and equipment. In 2003 we applied for and was accepted in the provincial Forest Land Reserve (FLR). In 2004 the FLR was repealed and replaced with the Private Managed Forest Land act (now called Managed Forest Land). DL37 is registered under the MFL act as MF#316.

If our land is accepted into the FLR zone it will result in the establishment of a single dwelling right on our 65 ha property. We will be continuing to use DL37 as we have for the past 17 years, conducting forestry, running our business and living on it. As the local FLR zone permits only one dwelling accessory to timber production and harvesting we feel that this zone is the right one for us and our neighbourhood.



Islands Trust

www.islandstrust.bc.ca
Toll Free: 1-800-663-7867

Victoria Office
200 - 1627 Fort Street
Victoria, BC V8R 1H8
Ph: (250) 405-5151
Fax: (250) 405-5155

information@islandstrust.bc.ca

Salt Spring Office
1 - 500 Lower Ganges Road
Salt Spring Island, BC V8K 2N8
Ph: (250) 537-9144
Fax: (250) 537-9116

ssinfo@islandstrust.bc.ca

Northern Office
700 North Road
Gabriola Island BC V0R 1X3
Ph: (250) 247-2063
Fax: (250) 247-7514

northinfo@islandstrust.bc.ca

North Pender, South Pender,
Galiano, Mayne, Saturna, Executive

Salt Spring

Gambier, Lasqueti, Hornby,
Denman, Gabriola, Thetis



Bylaw Amendment Application Form

For Official Community Plan, Land Use Bylaw, Zoning Bylaw, Subdivision Bylaw,
Rural Land Use Bylaw and Land Use Contract Amendments.

OFFICE USE ONLY

Application Fee: \$4,400.00 Receipt No: 3643 File No: GL-RZ-2017-1

SECTION 1: DESCRIPTION OF PROPERTY (AS INDICATED ON STATE OF TITLE CERTIFICATE)

Lot/Parcel _____ Plan _____ Block _____ District Lot/Section 37

Range _____ Other Description _____

Street Address or General Location 303 Betty Ann Drive

Jurisdiction and Folio Number 01 764 29316-00014 (From Property Assessment/Tax Notice)

Parcel Identifier (PID) 009 - 622 - 527 (From State of Title Certificate)

SECTION 2: OWNER INFORMATION (ADD ADDITIONAL PAGE IF MORE THAN TWO OWNERS)

(1) DL37 Holdings Ltd
Name

(1) 303 Betty Ann Drive
Street Address

Galiano Island VON IPO
Town/Prov. Postal Code

250-539-2526 250-539-2506
Telephone Fax

Email _____

(2) Fred & Isobel Stevens
Name

(2) _____
Street Address

Galiano Island VON IPO
Town/Prov. Postal Code

Telephone Fax

Email _____

SECTION 3: APPLICANT INFORMATION (IF DIFFERENT FROM OWNER)

Name _____

Street Address _____

Town/Prov. _____

Postal Code _____

Telephone _____

Fax _____

Email _____

Freedom of Information and Protection of Privacy

Personal information contained on this form is collected under the *Local Government Act* for the purpose of responding to this application, or for purposes directly connected with this application. Information on your application form may be available to the public upon request under freedom of information legislation. Please contact a Deputy Secretary at one of the above noted offices if you have any questions regarding

The processing of your application will be delayed if it is incomplete. Please read the guide before you complete the application form. Keep the guide for your reference during the application process. Contact a staff person for assistance.

Mail or deliver the completed application form, fee, plans and supporting material to the Islands Trust Office. The fee is payable to the Islands Trust. Contact Islands Trust staff for the current fee prior to submitting your application as fees may change annually.

SECTION 4: Plan Designation or Zone changes:

Official Community Plan amendment requested (if applicable and be specific):

Land Use Bylaw, Zoning, Subdivision or Rural Land Use Bylaw amendments requested (if applicable and be specific):

Forest Zone 1 to Forest Land Reserve Zone

Land Use Contract amendments requested (if applicable and be specific):

SECTION 5: Site Plans (if applicable):

Submit one (1) full-size copy and three (3) reduced (11X 17) copies of a detailed Site Plan that shows all the natural and developed features of the property, and the distances between these features and the lot lines. Show the location of any proposed buildings, structures and land clearing showing accurate dimensions of their size and the distances between the proposed developments and existing features, including lot lines. You may be required to submit an elevation showing the side views of the proposed development.

SECTION 6: Describe the current uses of the land and buildings on the property.

Managed Forest #316
Gravel Quarry
Residence

SECTION 7: Describe the proposed uses of the land and buildings and the proposed timing of the development or commencement of use.

Managed Forest #316
Gravel Quarry
Residence

SECTION 8: Describe the current uses of land and buildings on adjacent properties. You may be required to submit a site plan showing existing features of adjacent properties.

DL30 - Community Parkland / Heritage Forest / Residential
DL31 - Heritage Forest
DL36 - Forest Zone 1 / BC Hydro Right of Way
DL38 - Forest Zone 1 / BC Hydro Substation + Right of Way
DL40 - Forest Zone 1 / Peace Park
DL41 - Residential

SECTION 9: Describe the reasons in support of the bylaw amendment. Attach additional comments on a separate page. Submit any technical reports, studies or appraisals of the property and report on any community consultation you have undertaken.

to gain a single dwelling density accessory to
timber production & harvesting

SECTION 10: APPLICATION COMPLETION CHECKLIST:

- ☐ I have completed all sections of this application form
- ☐ I have included detailed site plans and elevation drawings as required in Section 5 of this application form
- ☐ I have included a recent State of Title Certificate (not more than 30 days old)
- ☐ I have included copies of all covenants registered against the title
- ☐ All owners listed on the title have signed the application
- ☐ I have included the correct fee (contact Staff for current fees)

IMPORTANT: Your application will not be considered complete unless it contains all of the information above.

A Note about Obtaining State of Title Certificate and Covenants: State of Title Certificate and covenants may be obtained from the Land Title Office or through your local government agent office for a fee.

SECTION 11: OWNER'S CONSENT AND AUTHORIZATION

(Signature of all registered owners is required.)

For additional owners, including Strata Corporations, attach a separate sheet)

In order to assist Islands Trust Planners in the review and evaluation of my application, by signing below, authorize the Planners assigned to this application to enter onto the land at reasonable times, after making reasonable efforts to arrange to schedule a convenient time for such a visit, to inspect the land. I acknowledge a right, if a convenient time can be scheduled, to accompany the Planner on the site visit.

By signing below, I authorize the Applicant named in Section 3 of this application to represent this application:

(1) 
Consent and Authorization Signature

(1)
Date

July 17/17

(2) 
Consent and Authorization Signature

(2)
Date

July 17/17

Contaminated Sites Regulation

Please note that pursuant to Section 4(4) of the Contaminated Sites Regulation, B.C.Reg. 375/96, a site profile is not required and will not be accepted by the Islands Trust. If you have any questions, please contact this office.

TITLE SEARCH PRINT

File Reference: DL37

2017-07-15, 18:24:28

Requestor: Hedi Kottner

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN******Land Title District**
Land Title OfficeVICTORIA
VICTORIA**Title Number**
From Title NumberCA5544149
CA1559059**Application Received**

2016-09-30

Application Entered

2016-10-11

Registered Owner in Fee Simple

Registered Owner/Mailing Address:

FREDERICK JAMES STEVENS, BUSINESSMAN,
ISOBEL KATHLEEN STEVENS, BUSINESSWOMAN,
BOX 246,
GALIANO ISLAND, BC
V0N 1P0,
AS TO AN UNDIVIDED 1/3 INTEREST AS JOINT TENANTS

Registered Owner/Mailing Address:

DL37 HOLDINGS LTD., INC.NO. BC0386527
201 - 2377 BEVAN AVENUE
SIDNEY, BC
V8L 4M9
AS TO AN UNDIVIDED 2/3 INTEREST**Taxation Authority**

Capital Assessment Area

Description of Land

Parcel Identifier:

009-622-527

Legal Description:

DISTRICT LOT 37, GALIANO ISLAND, COWICHAN DISTRICT

Legal NotationsHERETO IS ANNEXED EASEMENT EE21534 OVER DISTRICT LOTS 30 AND 31,
GALIANO ISLAND, COWICHAN DISTRICTBYLAW CONTRAVENTION NOTICE, LOCAL GOVERNMENT ACT, SECTION 700
SEE EV111979

TITLE SEARCH PRINT

File Reference: DL37

2017-07-15, 18:24:28

Requestor: Hedi Kottner

Charges, Liens and Interests

Nature: RIGHT OF WAY
Registration Number: B73284
Registration Date and Time: 1973-08-07
Registered Owner: BRITISH COLUMBIA HYDRO AND POWER AUTHORITY
Remarks: PART OUTLINED IN RED ON PLAN 1759 RW INTER ALIA

Nature: STATUTORY RIGHT OF WAY
Registration Number: L6542
Registration Date and Time: 1982-02-02 13:05
Registered Owner: BRITISH COLUMBIA HYDRO AND POWER AUTHORITY

Nature: STATUTORY RIGHT OF WAY
Registration Number: L6543
Registration Date and Time: 1982-02-02 13:06
Registered Owner: BRITISH COLUMBIA HYDRO AND POWER AUTHORITY
Remarks: INTER ALIA

Nature: EASEMENT
Registration Number: EE21533
Registration Date and Time: 1991-03-18 14:41
Remarks: INTER ALIA APPURTENANT TO DISTRICT LOT 36,
GALIANO ISLAND, COWICHAN DISTRICT
MODIFIED BY EV71523

Nature: EASEMENT
Registration Number: EE21537
Registration Date and Time: 1991-03-18 14:41
Remarks: INTER ALIA APPURTENANT TO DISTRICT LOT 39,
GALIANO ISLAND, COWICHAN DISTRICT

Nature: EASEMENT
Registration Number: EE21538
Registration Date and Time: 1991-03-18 14:41
Remarks: INTER ALIA APPURTENANT TO DISTRICT LOT 44,
GALIANO ISLAND, COWICHAN DISTRICT

Nature: EASEMENT
Registration Number: EE21539
Registration Date and Time: 1991-03-18 14:41
Remarks: INTER ALIA APPURTENANT TO DISTRICT LOT 45,
GALIANO ISLAND, COWICHAN DISTRICT

TITLE SEARCH PRINT

File Reference: DL37

2017-07-15, 18:24:28

Requestor: Hedi Kottner

Nature: EASEMENT
Registration Number: EE21540
Registration Date and Time: 1991-03-18 14:41
Remarks: INTER ALIA APPURTENANT TO DISTRICT LOT 46,
GALIANO ISLAND, COWICHAN DISTRICT

Nature: EASEMENT
Registration Number: EE21541
Registration Date and Time: 1991-03-18 14:41
Remarks: INTER ALIA APPURTENANT TO DISTRICT LOT 47,
GALIANO ISLAND, COWICHAN DISTRICT

Nature: EASEMENT
Registration Number: EE21542
Registration Date and Time: 1991-03-18 14:41
Remarks: INTER ALIA APPURTENANT TO DISTRICT LOT 48,
GALIANO ISLAND, COWICHAN DISTRICT

Nature: EASEMENT
Registration Number: EE21543
Registration Date and Time: 1991-03-18 14:41
Remarks: INTER ALIA APPURTENANT TO DISTRICT LOT 52,
GALIANO ISLAND, COWICHAN DISTRICT

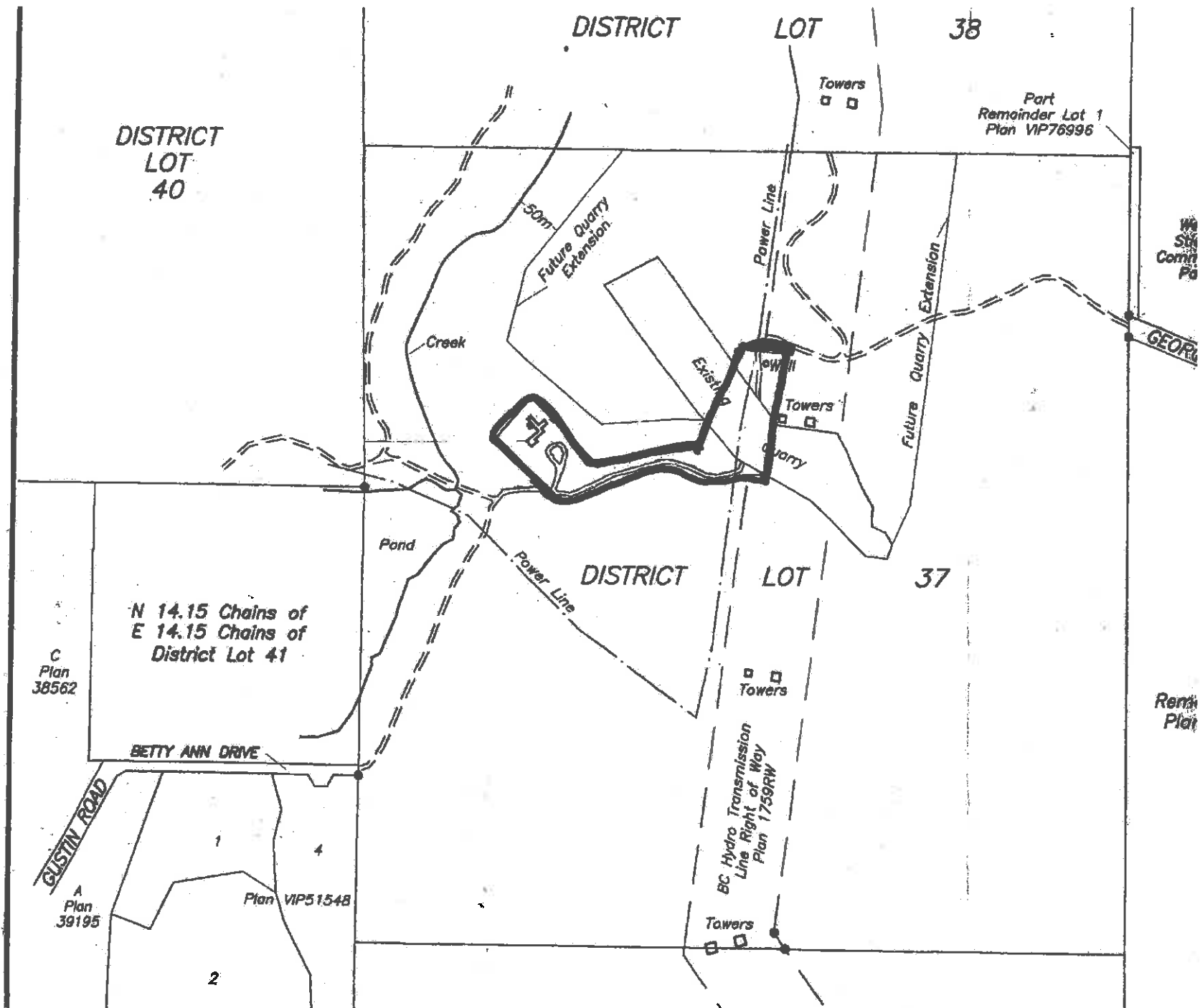
Nature: RENT CHARGE
Registration Number: EE21577
Registration Date and Time: 1991-03-18 14:41
Remarks: COLUMN I, DD EE21523

Nature: RENT CHARGE
Registration Number: EE21618
Registration Date and Time: 1991-03-18 14:41
Remarks: COLUMN II, DD EE21523

Duplicate Indefeasible Title NONE OUTSTANDING

Transfers NONE

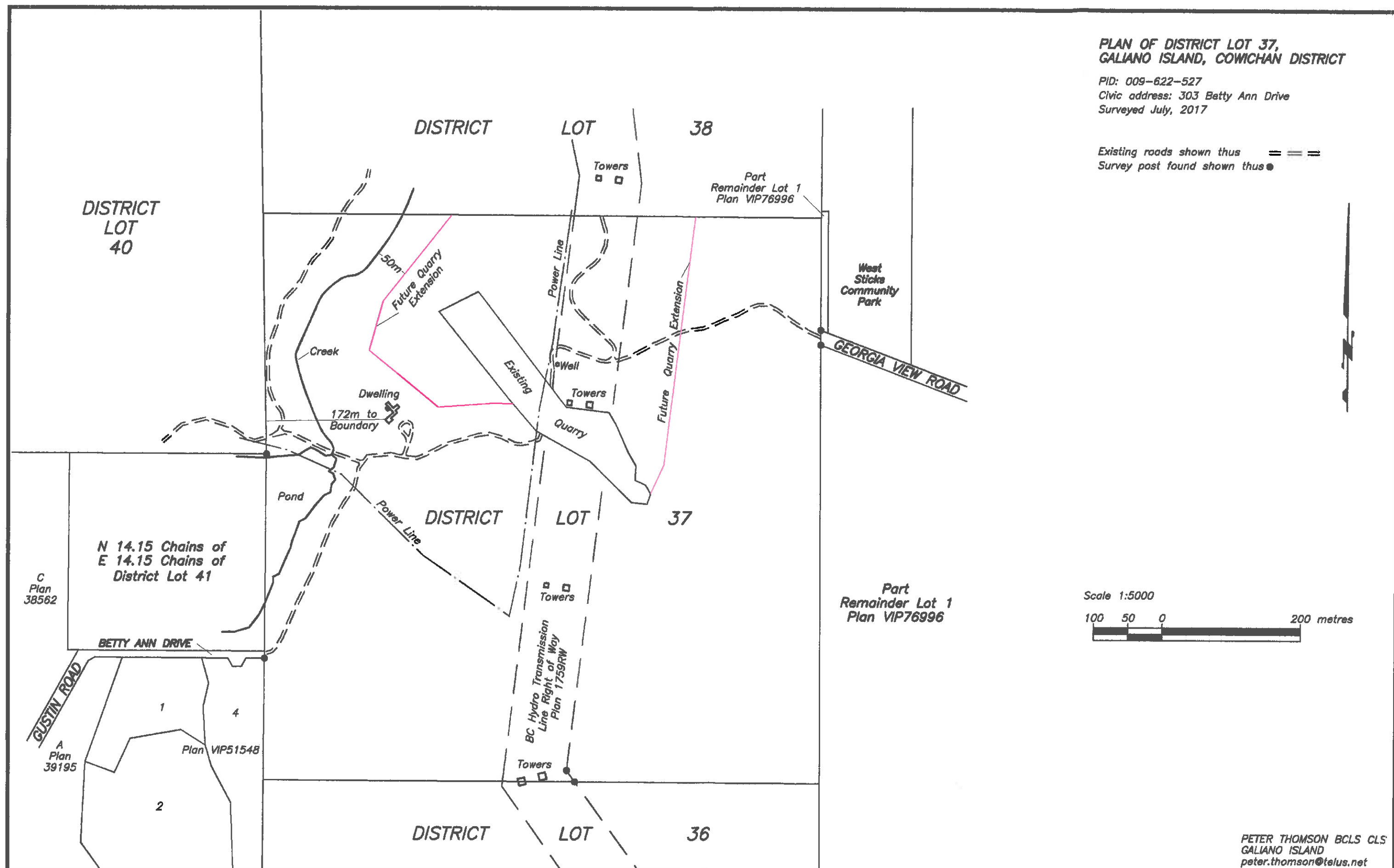
Pending Applications NONE



PID: 009-622-527
Civic address: 303 Betty Ann Drive
Surveyed July, 2017

Surveyed July, 2017

Existing roads shown thus == == ==
Survey post found shown thus ●



PETER THOMSON BCLS CLS
GALIANO ISLAND
peter.thomson@telus.net

Attachment 2a

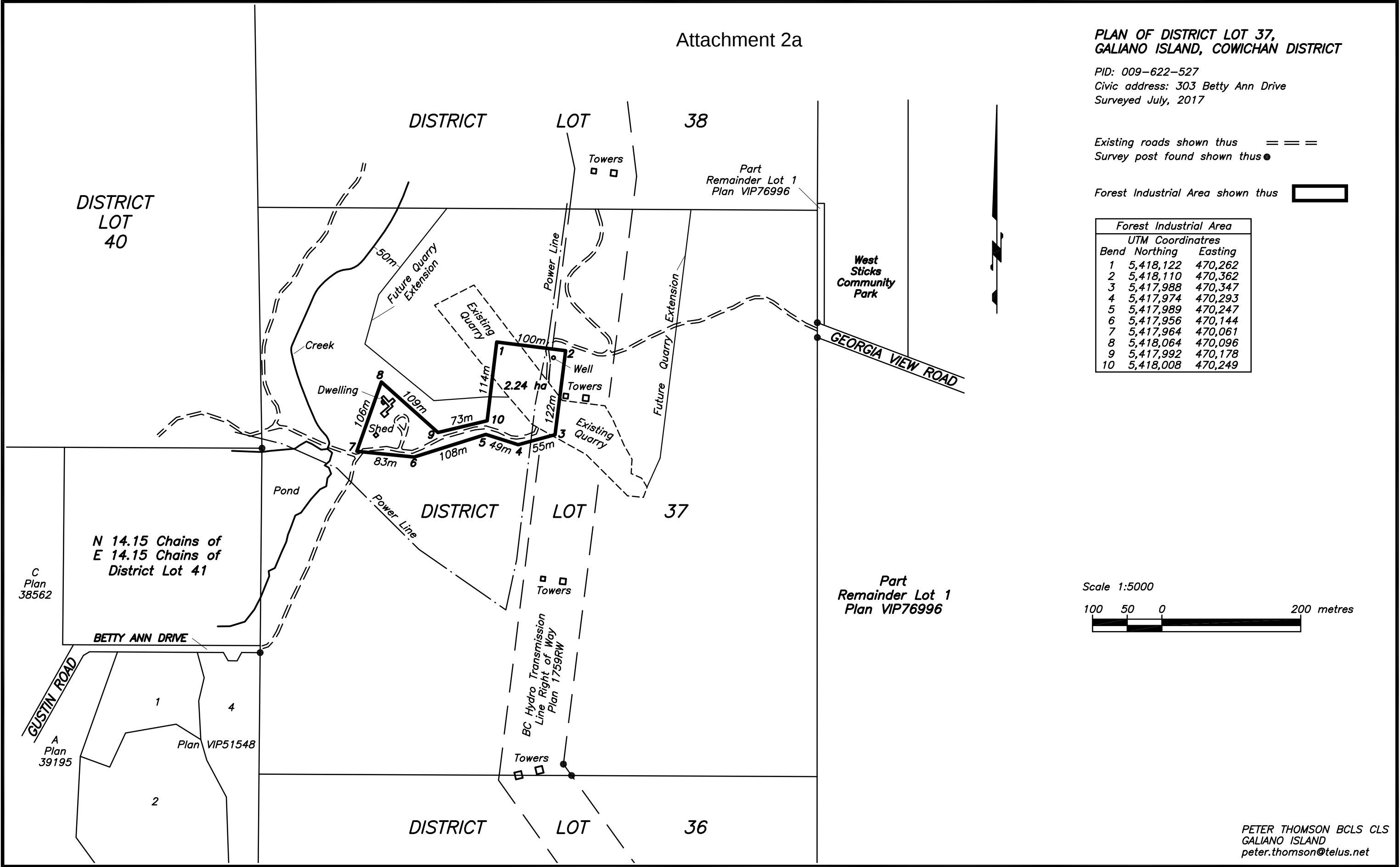
PLAN OF DISTRICT LOT 37,
GALIANO ISLAND, COWICHAN DISTRICT

PID: 009-622-527
Civic address: 303 Betty Ann Drive
Surveyed July, 2017

Existing roads shown thus ==
Survey post found shown thus ●

Forest Industrial Area shown thus 

Forest Industrial Area		
UTM Coordinatres		
Bend	Northing	Easting
1	5,418,122	470,262
2	5,418,110	470,362
3	5,417,988	470,347
4	5,417,974	470,293
5	5,417,989	470,247
6	5,417,956	470,144
7	5,417,964	470,061
8	5,418,064	470,096
9	5,417,992	470,178
10	5,418,008	470,249



Attachment 2b - Proposed Rezoning Area Orthophoto



ATTACHMENT 3– SITE CONTEXT

LOCATION

Legal Description	District Lot 37, Galiano Island, Cowichan District
PID	009-622-527
Civic Address	303 Betty Ann Drive

LAND USE

Current Land Use	Residential and aggregate extraction
Surrounding Land Use	Forestry and Rural Residential

HISTORICAL ACTIVITY

File No.	Purpose
GL-RZ-2007.1	File closed – Bylaws didn't proceed
GL-BE-2000.93	Unlawful dwelling – File open. Current application seeks to achieve compliance with land use regulations.

POLICY/REGULATORY

Islands Trust Policy Statement	The following policies may have relevance to the consideration of this application: 3.2.2 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development and land-use. 4.2.7 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address: - the retention of large land holdings and parcel sizes for sustainable forestry use, and - the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests. 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 Designations	The subject property is designated Forestry (F) by the Galiano Island Official Community Plan (OCP). If the application proceeds, an amendment would be required to redesignate the subject area of the property to Forest Industrial.

	<u>Development Permit Areas:</u> The subject property is located within the following Development Permit Areas (DPAs) • DPA 1 – Riparian Areas • DPA 5 – Sensitive Ecosystems • DPA 7 – Steep Slopes Moderate Hazard Generally zoning amendment applications do not require Development Permits (DPs). Staff is aware of existing buildings and structures located on the property. No current uses of the property are within the identified DPAs and this application will not trigger the need for a Development Permit.
Land Use Bylaw	The subject property is currently zoned Forestry 1 (F1). No new uses are proposed by the application. A small area of the property which contains the residence and improvements associated with the residence is proposed to be rezoned to Forest Industrial (FI). It is anticipated that this would have the impact of regularizing all current uses of the property with minimal impact to the F1 area.
Other Regulations	<u>Mines Act</u> Aggregate extraction is currently taking place on the subject property in compliance with the provisions of the <i>Act</i>. The proposed zone boundary is intended to include all improvements and structures related to extraction activities. <u>Private Managed Forest Land Act</u> The subject property is registered under this <i>Act</i>. Current and future uses of the land will remain in compliance with the provisions and requirements of the <i>Act</i>. Staff has confirmed with the office of the Managed Forest Council that they have no objections to the proposal.
Covenants	There are no covenants registered on the title of the property.
Bylaw Enforcement	See “Historical Activity” section above.

SITE INFLUENCES

Islands Trust Fund	There are no Trust Fund Board covenants on the property.
Regional Conservation Strategy	Galiano Island has been identified as an area for moderate conservation focus. The proposed use of the property for environmental education is consistent with the RCP goal to “Promote community participation in conservation within the Islands Trust Area through effective stewardship and management of private lands, information sharing and support of conservation education”. The proposal does not conflict with biodiversity priorities, as represented by the Sensitive Ecosystems DPA.
Species at Risk	N/A
Sensitive Ecosystems	The property contain a small portion of wetland sensitive ecosystem, however, the subject application does not trigger any requirements.
Hazard Areas	The steep slope hazard mapping does show some areas moderate hazards on the property. The proposed rezoning does not trigger any development permit requirements.

Archaeological Sites	The Provincial RAAD mapping shows no listed archaeological sites on the subject property. Notwithstanding the foregoing, and by copy of this report, the owners and applicant should be aware that there is still a chance that the lot may contain previously unrecorded archaeological material that is protected under the <i>Heritage Conservation Act</i>. This would most likely be indicated by the presence of areas of dark-stained soils containing conspicuous amounts of fire-stained or fire-broken rock, artifacts such as arrowheads or other stone tools, or even buried human remains. If such material is encountered during development, all work should cease and Archaeology Branch should be contacted immediately at (250) 953-3334 as a <i>Heritage Conservation Act</i> permit may be needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work.
Climate Change Adaptation and Mitigation	No development activity is associated with the application.
Shoreline Classification	N/A
Shoreline Data in TAPIS	N/A

ATTACHMENT 4 – MAPPING

Figure 1 – OCP Designations



Figure 2 – Development Permit Areas

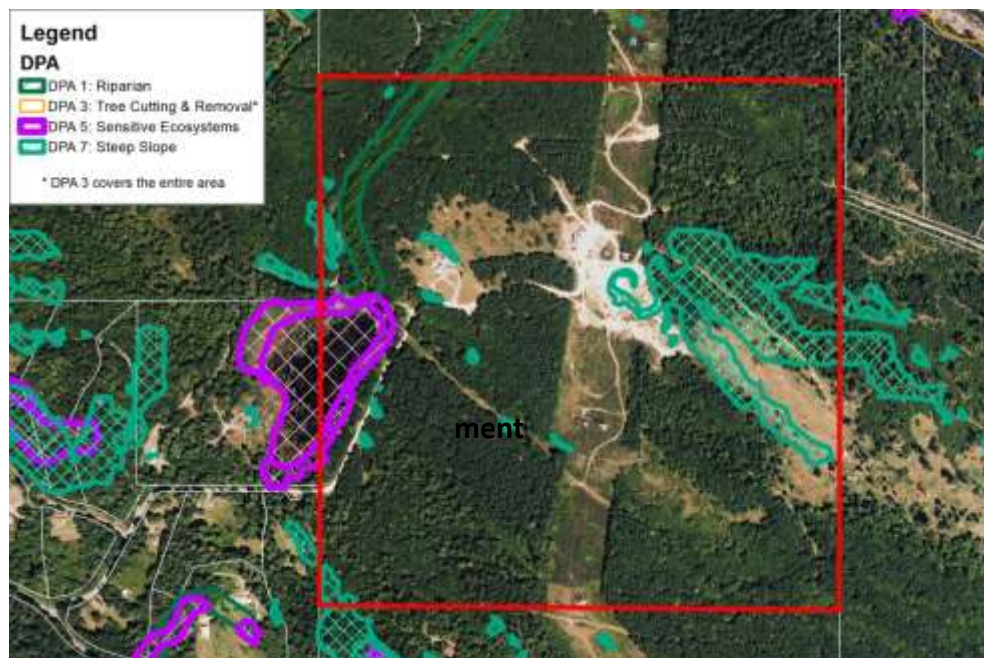


Figure 3 – Current Zoning



Figure 4 – Sensitive Ecosystems



Figure 5 - Steep Hazard Risk

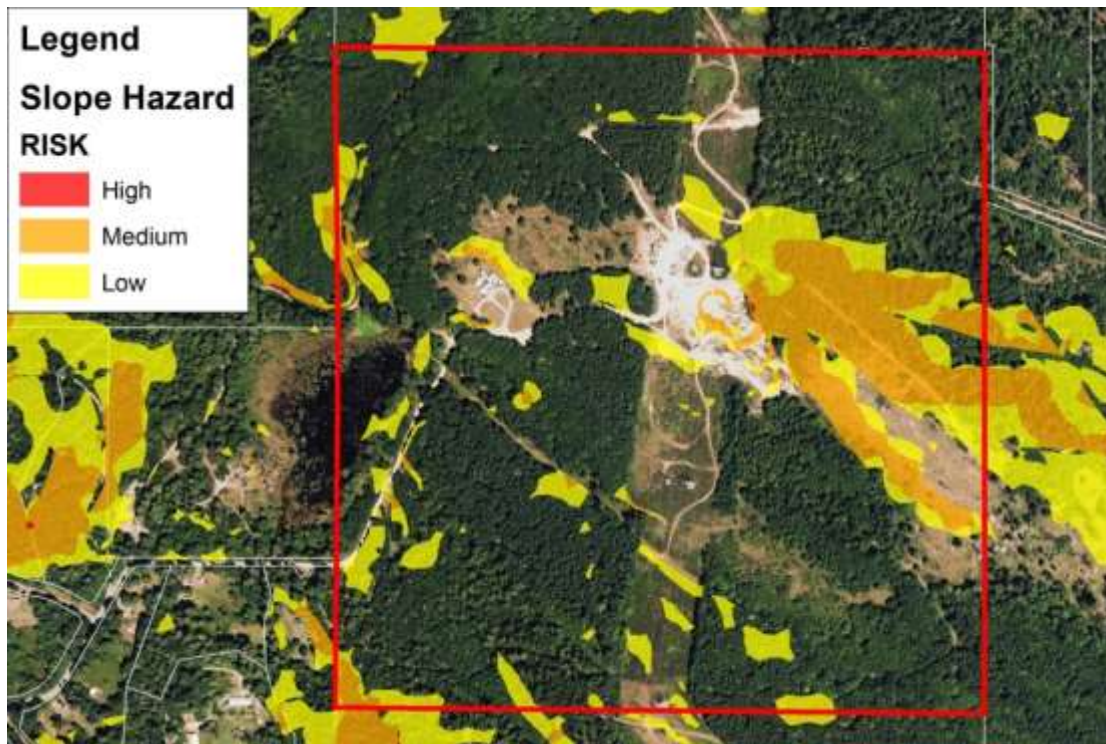


Figure 6 – OCP Road Network

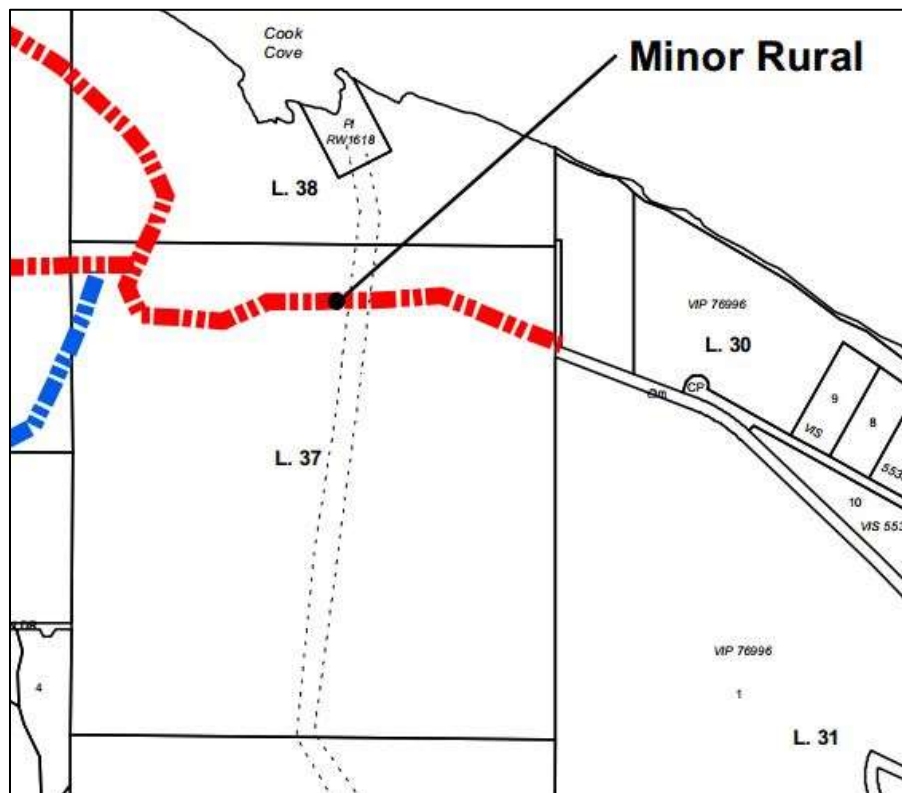
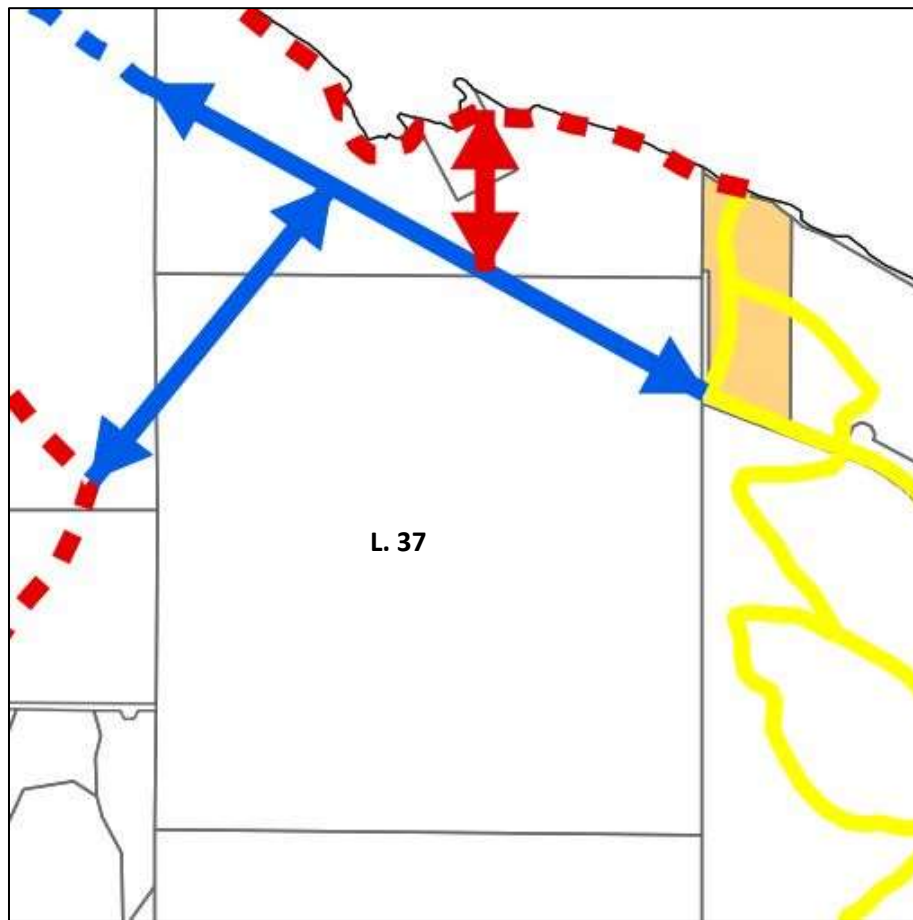


Figure 7 – OCP Parks and Trails



- Proposed Hiking Trail (approximate route)
- ↔ Proposed Hiking Trail (routing undetermined)
- Proposed Multi-use Trail (approximate route)
- ↔ Proposed Multi-use Trail (routing undetermined)

ATTACHMENT 5 – FI ZONING EXTRACT

9.6(A) Forest Industrial Zone – FI

The intent of the FI Zone is to permit value added forestry uses with a limited number of associated light industrial uses.

Permitted Uses

9.6(A)1 In the Forest Industrial FI 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.

- 9.6(A).1.1 warehouses
- 9.6(A).1.2 contractors' workshops and yards
- 9.6(A).1.3 sale of building materials and supplies manufactured on the lot
- 9.6(A).1.4 sawmilling, planing and manufacturing of wood products
- 9.6(A).1.5 mechanical repairs including boat repairs and boat building
- 9.6(A).1.6 gravel processing and storage
- 9.6(A).1.7 one self-contained accessory dwelling unit for the owner or operator of a principle use

Permitted Density

- 9.6(A).2 Lot coverage must not exceed 20% of any lot.
- 9.6(A).3 Not more than one dwelling is permitted on each lot.

Permitted Height

- 9.6(A).4 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

Minimum Setbacks

- 9.6(A).5 Buildings and structures must be sited
 - 9.6(A).5.1 at least 7.5 metres from a front or rear lot line;
 - 9.6(A).5.2 at least 6 metres from each interior side lot line, except where the lot line is common to a lot in a commercial or industrial zone, in which case the required distance is 3 metres; and
 - 9.6(A).5.3 at least 4.5 metres from any exterior side lot line.
- 9.6(A).6 Buildings and structures for the accommodation of farm animals including poultry must be sited
 - 9.6(A).6.1 at least 7.5 metres from a front lot line;
 - 9.6(A).6.2 at least 30 metres from rear and interior side lot lines; and
 - 9.6(A).6.3 at least 6 metres from an exterior side lot line.
- 9.6(A).7 Buildings and structures used for human habitation or occupancy and not located within the Agriculture (AG) zone must be sited at least 15 metres from the boundary of the Agriculture (AG) zone.

Minimum Lot Size

- 9.6(A).8 No lot having an area less than 2-hectare may be created by subdivision.

Screening

- 9.6(A).9 Lots on which light industrial uses are carried on must be screened by a landscape screen not less than 2 metres in height and complying with the requirements of Part 15 of this bylaw.

STAFF REPORT

File No.: 6500-20- Affordable Housing
Strategy

DATE OF MEETING: September 11, 2017
TO: Galiano Island Local Trust Committee
FROM: Rob Milne, Island Planner
Southern Team
COPY: Robert Kojima, Regional Planning Manager
SUBJECT: Telecommunications Strategy Project

Recommendation

1. That the Galiano Island Local Trust Committee give consideration to the draft Antenna System Siting & Consultation Protocol and advise staff of any desired changes
2. That the Galiano Island Local Trust Committee give consideration to the draft Special Advisory Planning Commission Terms of Reference and advise staff of any desired changes.

Problem/Issue

At the June 5, 2017 regular meeting of the Galiano Island Local Trust Committee (LTC) consideration was given to a staff report dated April 26, 2017 regarding the LTC's Telecommunications Strategy project. Subsequent to that consideration the LTC adopted the following motions:

GL-2017-048

that the Galiano Island Local Trust Committee request staff to contact Industry Canada to seek all available information with respect to current telecommunications installations within the Galiano Local Trust Area.

GL-2017-049

that the Galiano Island Local Trust Committee requests staff to schedule a Community Information Meeting on the telecommunications protocol.

GL-2017-050

that the Galiano Island Local Trust Committee request staff to prepare a staff report with Terms of Reference for a Special Advisory Planning Commission on telecommunications.

Subsequently at the July 10, 2017 regular meeting of the LTC consideration was given to a staff report dated June 19, 2017 which responded to the direction of the LTC's June motions. Consideration was given to the report and the draft Terms of Reference for the SAPC. Discussion also took place regarding the draft Antenna System Siting & Consultation Protocol. As an outcome of those considerations it was the decision of the LTC not to take any further action and to have the Telecommunications Strategy TOR appear on the September agenda for further discussion.

Analysis

The LTC has requested that a Community Information Meeting be scheduled for September 2017. Participation of a SAPC with representatives of the original SAPC for this project is deemed as being

important to the success of the project given their familiarity of the technical and other aspects of the project.

Submitted By:	Rob Milne, Island Planner	August 22, 2017
Concurrence:	Robert Kojima, Regional Planning Manager	August 24, 2017

ATTACHMENTS

1. A1- Draft Terms of Reference for a Special Advisory Planning Commission
2. A2- Draft Antenna System Siting & Consultation Protocol



Islands Trust

TERMS OF REFERENCE FOR THE SPECIAL ADVISORY PLANNING COMMISSION REVIEWING A DRAFT ANTENNA SYSTEM SITING & CONSULTATION PROTOCOL FOR GALIANO ISLAND

1. The Special Advisory Planning Commission (APC) shall be a stand-alone Advisory Planning Commission reporting to the Galiano Island Local Trust Committee.
2. The Special APC is subject to the provisions of [Advisory Planning Commission Bylaw No 177](#), s. 461 of the [Local Government Act](#) and the Open Meeting provisions of Division 3 of the [Community Charter](#).
3. The objectives of the Special Advisory Planning Commission are to review and provide a set of recommendations on the draft Antenna System Siting & Consultation Protocol which was received by the Galiano Local Trust Committee at their June 5, 2017 regular meeting.
4. Specifically, the Special Advisory Planning Commission shall:
 - a. Review the draft Antenna System Siting & Consultation Protocol, which was prepared by staff and based upon the final report of the Galiano Island Special Advisory Planning Commission (SAPC).
 - b. Present the draft Antenna System Siting & Consultation Protocol at a Community Information Meeting (CIM) to be scheduled for September 2017.
 - c. Present to the Galiano Island Local Trust Committee a brief summary report based upon their review of the draft Antenna System Siting & Consultation Protocol and the comments received at the CIM.
5. The Special Advisory Planning Commission shall elect a Chairperson at its first meeting.
6. The Chairperson should ensure, to the best of their knowledge and ability, that any options or recommendations are consistent with:
 - a) The Goals of the Antenna System Siting & Consultation Protocol Project Charter;
7. The Chairperson is responsible for:
 - a) Organizing Commission meetings in conjunction with the APC Secretary.
 - b) Ensuring that meetings are scheduled and conducted in accordance with Bylaw 177 and the relevant provisions of the *Local Government*

Act and Community Charter, including, but not limited to: advertising, open meetings, and the keeping of a record of the meeting.

- c) Ensuring that meetings are conducted in accordance with the principles of procedural fairness, in particular that issues of potential conflict of interest or bias by Commission members should be managed in accordance with the Islands Trust [Guidelines for Members of Advisory Planning Commissions](#).
 - d) Communicating with trustees and Islands Trust staff at key stages of the project.
 - e) Leading and facilitating discussion at the meeting(s).
 - f) Ensuring that all points of view are heard.
 - g) Ensuring that good order and civility are maintained at meetings.
 - h) Ensuring that discussion is relevant and addresses the questions laid out in this terms of reference.
 - i) Ensuring that expenses do not exceed the approved budget, in the event that the Chairperson becomes aware that expenses may exceed the allotted budget the Chairperson shall contact the Island Planner or Regional Planning Manager to discuss options.
 - j) Ensuring minutes of the meeting(s)' proceedings are consistent with the [Islands Trust Minutes Guidelines](#).
 - k) Submitting a written summary report, with options or recommendations to the Local Trust Committee at the completion of the process.
 - l) Attending one regular LTC meeting to present key recommendations of the report.
 - m) Potentially attending one additional community information meeting or open house held by the LTC following submission of the final report.
8. The Chairperson will consult with Islands Trust staff regarding policy or regulatory issues, conduct of the APC meetings, progress of the Special APC, and the APC budget.
9. Costs should be limited to the secretary's costs and rental of the meeting venue.
10. Local Trustees may attend and participate in any meeting, at the discretion of the trustees.
11. Islands Trust staff may be available to serve as a resource at any meeting, at the discretion of staff. As well, Islands Trust staff will provide information required for the Special Advisory Planning Commission to carry out its review and other relevant background materials.
12. The Chairperson should advise participants that the Local Trust Committee is under no obligation to implement any recommendations. By law the Local Trust Committee has unfettered discretion.
13. A written report will be provided by the Chairperson by briefly summarizing the discussion and issues raised at Commission meetings(s), and providing options and/or recommendations where there was a consensus or majority view. Any minority or dissenting views should also be reported. The report shall be addressed to the Galiano Island Local Trust Committee and delivered to Islands Trust staff for distribution and records management.

14. The Chairperson should strive to ensure that any options or recommendations include a justification for the position.
15. The written report will be in printed hard copy, signed and dated, and with a digital copy in Word format.

ANTENNA SYSTEM SITING & CONSULTATION PROTOCOL

OBJECTIVES

The objectives of this Protocol are to:

1. Establish a siting and consultation process for reviewing land use issues associated with antenna siting proposals that is harmonized with Industry Canada's *Radiocommunication and Broadcasting Antenna Systems Client Procedures Circular* and *Guide to Assist Land-use Authorities in Developing Antenna Siting Protocols*.
2. Set out an objective process, criteria and guidelines that are transparent, consistent and predictable for the evaluation of antenna siting proposals that:
 - a. minimizes the number of new antenna sites by encouraging Co-location;
 - b. encourages designs that integrate with the surrounding land use;
 - c. establishes when local public consultation is required; and
 - d. encourages Proponents to identify and resolve any potential land use, siting or design concerns with the Galiano Island Local Trust Committee (GILTC) at an early stage in the process.
3. Provide an expeditious review process for Antenna System Siting Proposals.
4. Establish a local land use consultation framework that ensures the GILTC and members of the public contribute local knowledge that facilitates and influences the siting, location development and design (including aesthetics) of Antenna Systems within the Galiano Island Local Trust Area (GILTA).
5. Contribute to the orderly development and efficient operation of a reliable, effective radio communication network in the GILTA.
6. Provide the GILTC with the information required to satisfy the requirements of Industry Canada regarding local land use consultation, resulting in an informed statement of concurrence, concurrence with conditions, or non-concurrence from the GILTC to Industry Canada and the Proponent at the end of the process.

JURISDICTION

Industry Canada: Under the *Radiocommunication Act* the Minister of Innovation, Science, and Economic Development has the sole jurisdiction over telecommunication facilities. The final authority to approve and license the location of Antenna Systems rests only with Industry Canada.

Galiano Island Local Trust Committee: The ultimate role of the GILTC is to issue a statement of concurrence, concurrence with conditions, or non-concurrence to the Proponent and Industry Canada. The statement will consider the land-use compatibility of the proposed Antenna System with reference to the OCP, responses from affected residents, and the Proponent's adherence to this Protocol. The Local Trust Committee also helps guide and facilitate the siting process by advising Proponents of particular sensitivities, community amenities, planning priorities, other relevant concerns and community consultation expectations. The Local Trust Committee cannot assess any proposal for an Antenna System with respect to any non-placement or non-design related issues or radiofrequency exposure issues and human health, but it can demand attestation of compliance with Health Canada's Safety Code 6. The GILTC can also assess and comment upon environmental impacts.

Proponent: Industry Canada may require that a Proponent intending to install or modify an Antenna System notify and consult with the local land use authority and, if necessary, the local community; and as appropriate

determine local requirements, undertake public notification and address relevant concerns. Proponents must investigate sharing or using existing structures.

Proponents must comply with applicable federal legislation and regulations such as Health Canada's Safety Code 6, Limits of Human Exposure to Radiofrequency Electromagnetic Energy in the Frequency Range From 3 kHz to 300 GHz, the Canadian Environmental Assessment Act, and Transport Canada and NAV CANADA'S painting and lighting requirements for aeronautical safety.

It is recognized that Proponents need to strategically locate Antenna Systems to satisfy technical criteria and operational requirements.

DEFINITIONS

Antenna System: a device, or group of devices, used to receive and/or transmit radio frequency (RF) signals or other federally-licensed communications energy transmitted from or to be received by other antennas. Antenna Systems include the antenna, and may include a supporting tower, mast or other supporting structure, and an equipment shelter.

This protocol most commonly refers to the following three types of Antenna Systems:

1. **Freestanding Antenna System:** a structure (e.g. tower or mast) built from the ground for the expressed purpose of hosting an antenna or antennas.
2. **Building/Structure-Mounted Antenna System:** an Antenna System mounted on an existing structure such as a building wall or rooftop, a light standard, water tower or utility pole.
3. **Tree-mounted Antenna System:** An Antenna System mounted on a free-standing tree.

Co-location: the placement of antennas and equipment operated by one or more Proponents on a telecommunication Antenna System operated by a different Proponent, thereby creating a shared facility.

Prescribed Distance: distance measured horizontally from the base of the proposed freestanding or building/structure mounted Antenna System.

Proponent: a company or organization proposing to site an Antenna System (including contractors undertaking work for telecommunications carriers) for the purpose of providing commercial or private telecommunications services, exclusive of personal or household users.

Residential Area: lands used or zoned to permit residential uses, including mixed uses.

EXEMPTIONS

The Galiano Island Local Trust Committee exempts Proponents of the following Antenna Systems from its requirements of proposal submission and consultation:

1. Freestanding and Structure-Mounted Antenna Systems with a height not greater than 15 metres above ground level for:
 - a. reception of over-the-air radiofrequency transmissions such as radio and television broadcasts;
 - b. reception of transmissions from satellites including, but not limited to broadcast television;
 - c. wireless internet provision and access in compliance with Industry Canada power and frequency regulations;
 - d. use by the holder of a Certificate of Proficiency in Radio (Amateur Radio) in compliance with Industry Canada regulations;

- e. use by a person or entity for one or two-way voice or data communications in compliance with Industry Canada regulations and license requirements;
 - f. signal boosters to enhance local use, such as for wifi and cellular telephones; and
 - g. installation of an Antenna System that is used for a special event or to support emergency operations and is removed within three months after the emergency or event.
2. Tree-mounted Antenna Systems, without height restriction, for the applications stated in 1) above.
 3. Nonetheless, it may be prudent for a Proponent to consult with the GILTC and the public, if local circumstances warrant. The GILTC should be informed of all federally licensed new Antenna System installations so it can:
 - be prepared to respond to public inquiries;
 - be aware of site Co-location potential on Galiano;
 - maintain records to refer to in the event of future modifications and additions; and
 - engage in meaningful dialogue with the Proponent with regard to appearance and design.

Notwithstanding Industry Canada requirements for proposal submission and consultation, the GILTC may, by resolution, exempt a Proponent's proposal from any or all aspects of public consultation on a case-by-case basis. Informing the GILTC is still required of Proponents.

PRELIMINARY CONSULTATION (SITE INVESTIGATION MEETING)

Proponents are strongly encouraged to consult with the GILTC as early as possible in the antenna siting process. Proponents should notify the GILTC that a location(s) is being physically assessed for a potential Antenna System site. Prior to submitting an Antenna System Siting Proposal, the Proponent should initiate a site investigation meeting with the Islands Trust to:

- identify preliminary issues of concern;
- identify requirements for public notification and consultation; and
- affirm the content of the proposed submission

The Proponent will provide the following information at the site investigation meeting:

- location requirements and locations under consideration;
- preferred location(s), if any; and
- type and height of the proposed Antenna System.

If there is an existing Antenna System in proximity of the proposed site, information concerning the investigation of Co-location possibilities will be provided by the Proponent. The Islands Trust will provide the Proponent with an information package, which includes:

- the GILTC Antenna System Siting & Consultation Protocol;
- information on the GILTC concurrence process;
- information on the known local radio frequency environment
- public notification and consultation expectations;
- a map of Development Permit Areas and Nature Protection Zones; and
- notice of any fees, if applicable.

CONSULTATION PROCESS

Several parameters will determine the steps that a Proponent planning to install a transmitting Antenna System is required to take, including the following categories of Proponents: commercial or non-commercial telecommunications service providers or broadcasters, government agencies, private businesses, and private individuals.

In addition to the category of the Proponent, other parameters are: the height of the Antenna System (less than 15 metres, or equal to and greater than 15 metres), and distance of the Antenna System from the closest residence or other location where groups of people may regularly gather (less than 500 metres, or equal to and greater than 500 metres). All types of antennas are included.

The actions required are one or more of the following steps as indicated in the table below for each category of Proponent:

1. Contact the Islands Trust prior to installation to set up a Site Investigation Meeting and provide information as to the specific location and specifications of the proposed Antenna System (size and power, height of supporting structure) – see ‘Preliminary Consultation’ section.
2. Consult with the Islands Trust regarding any factors to be considered in siting the Antenna System, e.g. location in an environmentally sensitive area, proximity to neighbours, or visibility and appearance.
3. Provide a calculation of the maximum cumulative power density of the proposed Antenna System in relation to distance from the system, taking into account any pre-existing Antenna Systems at the same site.
4. Inform, in writing, the neighbours who live within 1000 metres of the Antenna System location about the proposed installation.
5. Organize, advertise, and host a public information meeting about the proposed installation.
6. Seek the written concurrence of the GILTC for the proposed installation.

NOTIFICATION AND CONSULTATION REQUIREMENTS BY PROPONENT TYPE

Proponent Category #1: Wireless Telecommunications Service Providers and Broadcasters

This category of Proponents includes cellular telephone service providers, wireless internet service providers, and radio and shortwave broadcasters, regardless of whether they are commercial or non-commercial entities.

	Height less than 15 metres		Height 15 metres or greater	
	Distance less than 500 m from neighbour	Distance 500 m or greater from neighbour	Distance less than 500m from neighbour	Distance 500m or greater from neighbour
Inform LTC of location and specifications	X	X	X	X
Consult LTC regarding location	X	X	X	X
Provide power density calculation	X	X	X	X
Inform neighbours within 1 km	X		X	X
Host public information meeting	X		X	X
Seek LTC Letter of Concurrence for Industry Canada	X		X	X

Proponent Category #2: Government Agencies

A second category of Proponents includes government agencies such as police, fire protection, ambulance, other emergency services, BC Ferries, and BC Hydro who maintain their own two-way telecommunication networks using Antenna Systems that comply with Industry Canada regulations and license requirements. Although not required to do so, government agencies are strongly encouraged to inform the LTC about the location and specifications of their antennas under 15 metres in height.

	Height less than 15 metres		Height 15 metres or greater	
	Distance less than 500 m from neighbour	Distance 500 m or greater from neighbour	Distance less than 500m from neighbour	Distance 500m or greater from neighbour
Inform LTC of location and specifications			X	X
Consult LTC regarding location			X	X
Provide power density calculation			X	X
Inform neighbours within 1 km			X	X
Host public information meeting			X	X
Seek LTC "letter of concurrence" for Industry. Canada			X	X

Proponent Category #3: Private Businesses

This category of Proponent includes businesses on commercially zoned property, such as a marina, which may use a fixed antenna for marine radio telecommunications.

	Height less than 15 metres		Height 15 metres or greater	
	Distance less than 500 m from neighbour	Distance 500 m or greater from neighbour	Distance less than 500m from neighbour	Distance 500m or greater from neighbour
Inform LTC of location and specifications			X	X
Consult LTC regarding location			X	X
Provide power density calculation			X	X
Inform neighbours within 1 km			X	X
Host public information meeting			X	X
Seek LTC "letter of concurrence" for Industry. Canada			X	X

Proponent Category #4: Private individuals

Although not required to do so, private individuals are strongly encouraged to inform the LTC about the location and specifications of external send-receive Antenna Systems for wireless connection to the Internet, for locally boosting a weak cellular signal, or for amateur radio operations ("ham radio") that are licensed by Industry Canada and are greater than 15 metres in height.

PROPOSAL SUBMISSION

The Proponent will submit to the Islands Trust an Antenna System Siting Proposal which must include, as applicable, the following information:

1. A letter or report from the Proponent indicating the need for the proposal, the proposed site, the rationale for site selection, the nature and coverage of existing Antenna Systems in the general area, and a summary of opportunities for Co-location on existing or proposed Antenna Systems within 500 metres of the subject proposal.
2. Location including legal description, street address and latitude and longitude of the proposed Antenna System.
3. Confirmation of legal ownership of the lands subject to the proposal, or a signed letter of authorization from the registered property owner of the land, their agent or other person(s) having legal or equitable interest in the land.
4. A map showing the horizontal distance between the base of the proposed Antenna System and the nearest property in residential use.
5. For Antenna Systems requiring public consultation, a map showing all properties located within 1000 metres of the proposed Antenna System.
6. An attestation that the Antenna System will operate in compliance with Health Canada's Safety Code 6 which sets radiofrequency emission levels.
7. Details of the proposed system including: frequency bands and power of transmitter(s); elevation of the site and height of the antenna(s) above ground level; and, gain, azimuths and vertical and horizontal beam widths of antennas.
8. Calculation of RF density levels including distance to the Safety Code 6 compliance level (Reference Level Power Density) in the main beam of the antenna(s); and, distances to fractions of the compliance level (e.g. 50, 10, 1 percent), or fractions of the compliance level at distances (e.g., 10, 100, 250, 500 metres) from the base of the proposed Antenna Structure.
9. Cumulative power density levels within antenna beam directions from multiple transmitters or transmission on more than one frequency band, including an assessment of co-located third-party equipment and other Antenna Systems within 100 m of the proposed antenna.
10. A description (or map) of the area of coverage or point or points to which transmissions will be directed.
11. A description of the benefits of the Antenna System to Galiano Island residents, businesses and visitors.
12. A description of the backup power system including energy source, duration of operation and level of automation.
13. Graphic portrayals including plan and elevation drawings showing tower, guy wires, buildings, fencing, etc. as applicable, and location of the development on the property.
14. Transport Canada marking requirements including painting and lighting details.
15. A review of visibility from residences and public transportation corridors within 1000 metres of the installation (photos with proposed structures superimposed may be appropriate).
16. Details of access for construction and ongoing operation, and the location of utility corridors, and assessment of environmental impacts and planned mitigation measures.
17. Details of planned security including fencing, gates and alarms.
18. Accessibility for the fire department and emergency vehicles.

PUBLIC CONSULTATION PROCESS & TIMEFRAME

If required, and based on the results of the Proponent's public information and consultation process, the community's reaction to the Antenna System Siting Proposal and a staff assessment, the GILTC will proceed to affirm its concurrence, concurrence with conditions or non-concurrence with the proposal within 60 days of receiving the consultation package, if no further information or community consultation is deemed necessary, at one of its monthly business meetings. If, however, it is deemed that additional community consultation is necessary, the GILTC will convene a community information meeting. The Proponent must cover the cost of the additional community information meeting (advertisement, mailing, and administration cost) by a cost recovery agreement with the Islands Trust. The Proponent is expected to fully participate in the community meeting to address any outstanding issues or concerns.

The GILTC will keep the regional Industry Canada office apprised of its decision-making process and timeframes.

STATEMENT OF CONCURRENCE OR NON-CONCURRENCE

The GILTC, upon completion of its decision-making process, may:

- provide a letter of concurrence to Industry Canada (copying the Proponent) where the proposal addresses, to the satisfaction of the GILTC, the requirements set out in this protocol and will include conditions of concurrence, if required; or
- provide a letter on non-concurrence to Industry Canada (copying the Proponent) if the proposal does not conform to the GILTC's requirements as set out in this Protocol. The GILTC will also communicate any comments on outstanding issues, including those raised in the public consultation process, to Industry Canada.

The letter of concurrence/non-concurrence will be issued with 120 days of the completion of the Proponent's community public information/consultation process.

The GILTC may rescind its concurrence if it is determined by the GILTC that the proposal contains a misrepresentation or a failure to disclose all of the pertinent information regarding the proposal, plans or conditions on which the concurrence was issued have not been complied with and a resolution cannot be reached to correct the issue. In such cases, the GILTC will provide notification in writing to the Proponent and to Industry Canada and will include the reason(s) for the rescinding of its concurrence.

A concurrence remains in effect for a maximum period of 3 years from the date it was issued by the GILTC. If construction has not commenced within this time period the concurrence expires and a new submission and review process, including public consultation as applicable, is necessary prior to any construction occurring.

In addition, if construction has not commenced after 2 years from the date of concurrence was issued, the GILTC requests that the Proponent send written notification of an intent to construct to the GILTC 60 days prior to start of any work to erect the structure.

Once concurrence has been issued, that concurrence may be transferred from the original Proponent to another Proponent without the need for further consultation, provided that:

- all information gathered by the original Proponent is transferred to the new Proponent;
- the structure and Antenna System for which the concurrence was issued to the original Proponent is what the new Proponent builds; and
- construction of the structure is begun within the duration of the concurrence period.

LETTER OF UNDERTAKING

The Proponent may be required by the GILTC to provide a Letter of Undertaking which may include the following requirements:

- posting of a security for the construction of any proposed fencing, screening or landscaping or building permit requirements determined by the regulations of the Capital Regional District;
- a commitment to accommodate other communications providers on the Antenna System, where feasible, subject to the usual commercial terms and Industry Canada Conditions of Licence for Mandatory Roaming and Antenna Tower and Site Sharing and to Prohibit Exclusive Site Arrangements (CPC-2-0-17); or
- all conditions identified in the letter of concurrence.

PREFERRED LOCATIONS & DEVELOPMENT GUIDELINES

Antenna Systems should be sited and designed to respect local sensitivities and preferences in the area administered by the GILTC in accordance with the Official Community Plan.

A Proponent should review the guidelines identified below as early as possible and should attempt to identify and resolve any outstanding issues prior to submitting its Antenna System Siting Proposal and undertaking public consultation.

Proponents are also required to obtain all applicable building permits for additions and/or modifications to existing facilities.

1. Co-location

Before submitting a proposal for an Antenna System on a new site, a Proponent should explore the following options:

- consider sharing an existing antenna site, modifying or replacing a structure, if necessary;
- locate, analyze and review potential use of any feasible existing infrastructure.

Where Co-location on an existing antenna site or structure is not possible, a new Antenna System should be designed with Co-location capacity.

The GILTC recognizes that the objective of promoting Co-location and the objective of making Antenna Systems less noticeable may sometimes come into conflict. Nonetheless, the GILTC will review each submission on its merits with a view to promoting both objectives and, where necessary, determine an appropriate balance between them.

2. Preferred Locations

When new Antenna Systems must be constructed, where feasible, the following locations are preferred:

- 500 metres from residences or buildings that are occupied or are in use on a regular basis;
- outside Nature Protection Zones; and
- on BC Hydro Right-of-Ways.

3. Discouraged Locations

New Antenna Systems, including service corridors, should avoid land zoned as Nature Protection and environmentally sensitive ecosystems, as defined in the Galiano Island Official Community Plan.

4. Development Design Guidelines

Antenna Systems should be designed in terms of minimizing impacts on the natural environment, appearance and aesthetics, to respect their immediate surroundings including being unobtrusive and inconspicuous, minimizing visual impact, avoiding disturbance to natural features and reducing the need for future facilities in the same area.

In preparing its proposal, the factors which the Proponent should consider, but not be limited to, include:

- colour scheme;
- buffering and screening;
- structure;
- height;
- yards and parking;
- service corridors;
- a map depicting the projected useable service area;
- a description of associated microwave link, if applicable;
- a calculation of cumulative power density of the proposed Antenna System and any co-located antennas out to a distance of 500 metres from base of the antenna;
- access roads;
- ancillary buildings and equipment cabinets;
- signage and lighting;
- site security;
- rooftop equipment;
- power sources;
- environmental impacts and mitigation measures;
- seismic risk and design;
- adherence to Safety Code 6 or other health safety standards;
- expected drainage patterns; and
- provision for future Co-location on the structure.

The GILTC encourages Proponents to also outline proposed public consultation activities and be prepared to discuss its proposal at the site investigation meeting.

STAFF REPORT

File No.: 6500-20- Affordable Housing
Strategy

DATE OF MEETING: September 11, 2017
TO: Galiano Island Local Trust Committee
FROM: Rob Milne, Island Planner
Southern Team
COPY: Robert Kojima, Regional Planning Manager
SUBJECT: Affordable Housing Strategy

Recommendation

1. That the Galiano Island Local Trust Committee advise staff on how they wish to proceed with the Affordable Housing Project.

Problem/Issue

At the June 5, 2017 regular meeting of the Galiano Island Local Trust Committee (LTC) consideration was given to a staff report dated May 15, 2017 regarding the LTC's number two Top Priority, "Affordable Housing Strategy". Subsequent to that consideration the LTC adopted the following motions:

GL-2017-051

that the Galiano Island Local Trust Committee review and endorse the draft Terms of Reference for the Special Advisory Planning Commission and the draft Project Charter for the Affordable Housing Strategy.

GL-2017-052

that the Galiano Island Local Trust Committee request staff to advertise for positions for the Affordable Housing Special Advisory Planning Commission.

Analysis

As was requested in motion GL-2017-052 staff prepared an advertisement which was placed in the July 1st edition of the Active Page seeking expressions of interest for volunteers to sit on a Special Advisory Planning Commission (SAPC) for the Affordable Housing Strategy. The ad requested the submission of expressions of interest by August 11, 2017. To date no responses have been received.

In the absence of volunteers who wish to sit on the SAPC for this project it is not clear to staff on how the LTC wishes to proceed.

Alternatives

1. That the Galiano Island Local Trust Committee directs staff to re-advertise for volunteers for the SAPC.
2. That the Galiano Island Local Trust Committee refers the matter to the regular APC.
3. That the Galiano Island Local Trust Committee reconsiders the implementation of the Affordable Housing Project pending the completion of the Housing Needs Assessment.

Submitted By:	Rob Milne, Island Planner	August 22, 2017
Concurrence:	Robert Kojima, Regional Planning Manager	August 29, 2017

ATTACHMENTS

1. Affordable Housing Strategy Project Charter
2. Terms of Reference for the proposed Special Advisory Planning Commission
3. May 15, 2017 staff report to June 5th LTC meeting

Cottage Review - Charter V2.0

Galiano Island Local Trust Committee

Date: May 15, 2017

Purpose *To explore the need and consider options to address the lack of adequate affordable housing options on Galiano Island.*

Background *The LTC identified the this topic as a Top Priority in March 2016, with the goal of completing the project by 2017. The intent of the project is, with the aid of a Special Advisory Commission, to quantify and understand the need for affordable housing on Galiano Island and to explore and understand the range of affordable housing options available with the goal of identifying a set of actions which would be effective in addressing the lack of affordable housing options on Galiano Island.*

Objectives

- To understand and address the need for affordable housing on Galiano Island*
- To identify and implement recommendations to address the need for affordable housing on Galiano Island*
- To consider related amendments to the OCP and LUB*

In Scope

- SAPC review of relevant literature related to affordable housing*
- Public consultation, including up to four public meetings and one CIM, on affordable housing needs and options*
- Consultation with agencies, stakeholders and Galiano Island residents*

Out of Scope

- Unrelated OCP or LUB amendments*
- More than four public consultation meetings*

Workplan Overview	
Deliverable/Milestone	Date
Creation of SAPC	June 2017
SAPC review of affordable housing literature and implemented options	July - November 2017
Receipt and consideration of CRD Needs Assessment Report	December 2017 – January 2018
Open houses	February—March 2018
Submission of SAPC summary report	April 2018
Staff report and LTC consideration of summary report (direction to prepare draft bylaws)	May 2018
First reading of draft bylaws and referral to agencies and stakeholders (30 days)	June 2018
Staff summary report on referral process— second reading and delegation of Community Information meeting (CIM).	September 2018
Staff summary report on CIM — bylaw amendments as required and delegation of public hearing	January—February 2019 (Delay due to November 2018 election process)
Public hearing and third reading	March 2019
Executive Committee approval, bylaw forwarded to Minister	March – April 2019

Project Team	
Rob Milne	Project Manager
Robert Kojima	Project Sponsor
	Admin Support
Barb Dashwood	GIS technician

RPM Approval:
Date:

LTC Endorsement:
Resolution # :
Date:

Budget		
Budget Source: LTC Projects Budget		
Fiscal	Item	Cost
2017-18	SAPC meeting costs	\$3000
	Advertising, communications and display materials	\$500
	Open houses/CIM	\$1000
	Contingency	\$500
	Total	\$5000



Islands Trust

TERMS OF REFERENCE FOR THE SPECIAL ADVISORY PLANNING COMMISSION REVIEWING AFFORDABLE HOUSING ON GALIANO ISLAND

1. The Special Advisory Planning Commission (APC) shall be a stand-alone Advisory Planning Commission reporting to the Galiano Island Local Trust Committee.
2. The Special APC is subject to the provisions of [Advisory Planning Commission Bylaw No 177](#), s. 461 of the [Local Government Act](#) and the Open Meeting provisions of Division 3 of the [Community Charter](#).
3. The objectives of the Special Advisory Planning Commission are to review available and emergent information on the issue of Affordable Housing and housing needs on Galiano Island, consult with local housing groups and to report to the Local Trust Committee with a set of recommendations on potential OCP policy or LUB regulatory amendments.
4. Specifically, the Special Advisory Planning Commission shall:
 - a. Review existing relevant reports and studies prepared by or for the Islands Trust or the Local Trust Committee.
 - b. Familiarize itself with the authority and jurisdiction of the Local Trust Committee and the Capital Regional District with respect to housing.
 - c. Review existing Galiano Official Community Plan policies and Land Use Bylaw regulations.
 - d. Review and consider, upon completion, the Southern Gulf Islands Housing Needs Assessment being prepared on behalf of the Capital Regional District.
 - e. Consider housing initiatives, policies and regulations implemented in other relevant jurisdictions, particularly in other Local Trust Areas.
 - f. Meet with local housing groups or key individuals to gain insight into affordable housing issues on Galiano.
 - g. Attend one Local Trust Committee meeting to present the findings and recommendations of its report.
5. The Special Advisory Planning Commission shall elect a Chairperson at its first meeting.
6. The Chairperson should ensure, to the best of their knowledge and ability, that any options or recommendations are consistent with:
 - a) The Goals of the Official Community Plan;

- b) The Object of the Islands Trust;
 - c) The policies of the Islands Trust Policy Statement;
 - d) The statutory authority of the Local Trust Committee;
 - e) Generally accepted good planning principles.
7. The Chairperson is responsible for:
- a) Organizing Commission meetings in conjunction with the APC Secretary.
 - b) Ensuring that meetings are scheduled and conducted in accordance with Bylaw 177 and the relevant provisions of the *Local Government Act* and *Community Charter*, including, but not limited to: advertising, open meetings, and the keeping of a record of the meeting.
 - c) Ensuring that meetings are conducted in accordance with the principles of procedural fairness, and in particular that issues of potential conflict of interest or bias by Commission members should be managed in accordance with the Islands Trust [Guidelines for Members of Advisory Planning Commissions](#).
 - d) Communicating with trustees and Islands Trust staff at key stages of the project.
 - e) Leading and facilitating discussion at the meeting(s).
 - f) Ensuring that all points of view are heard.
 - g) Ensuring that good order and civility are maintained at meetings.
 - h) Ensuring that discussion is relevant and addresses the questions laid out in this terms of reference.
 - i) Ensuring that expenses do not exceed the approved budget, in the event that the Chairperson becomes aware that expenses may exceed the allotted budget the Chairperson shall contact the Island Planner or Regional Planning Manager to discuss options.
 - j) Ensuring minutes of the meeting(s)' proceedings are consistent with the [Islands Trust Minutes Guidelines](#).
 - k) Submitting a written summary report, with options or recommendations to the Local Trust Committee at the completion of the process.
 - l) Attending one regular LTC meeting to present key recommendations of the report.
 - m) Potentially attending one community information meeting or open house held by the LTC following submission of the final report.
8. The Chairperson will consult with Islands Trust staff regarding policy or regulatory issues, conduct of the meetings, progress of the Special APC, and the budget. The Chairperson should coordinate the scheduling of the first SAPC with the Island Planner in order to facilitate attendance by staff to provide an orientation for the SAPC.
9. Costs should be limited to the secretary's costs and rental of the meeting venue.
10. Local Trustees may attend and participate in any meeting, at the discretion of the trustees.
11. Islands Trust staff may be available to serve as a resource at any meeting, at the discretion of staff. As well, Islands Trust staff will provide information

required for the Special Advisory Planning Commission to carry out its review and other relevant background materials.

12. The Chairperson should advise participants that the Local Trust Committee is under no obligation to implement any recommendations. By law the Local Trust Committee has unfettered discretion.
13. A written report will be provided by the Chairperson by April 2018 briefly summarizing the discussion and issues raised at Commission meetings(s), and providing options and/or recommendations where there was a consensus or majority view. Any minority or dissenting views should also be reported. The report shall be addressed to the Galiano Island Local Trust Committee and delivered to Islands Trust staff for distribution and records management.
14. The Chairperson should strive to ensure that any options or recommendations include a justification for the position.
15. The written report will be in printed hard copy, signed and dated, and with a digital copy in Word format.

STAFF REPORT

File No.: 6500-20- Affordable
Housing Strategy

DATE OF MEETING: June 5, 2017
TO: Galiano Island Local Trust Committee
FROM: Rob Milne, Island Planner
Southern Team
COPY: Robert Kojima, Regional Planning Manager
SUBJECT: Affordable Housing Strategy

Recommendation

1. That the Galiano Island Local Trust Committee review and endorse the draft Terms of Reference for the Special Advisory Planning Commission and the draft Project Charter for the Affordable Housing Strategy.

Problem/Issue

At the May 1, 2015 regular meeting of the Galiano Island Local Trust Committee (LTC) consideration was given to the LTC's number two Top Priority, "Affordable Housing Strategy". Subsequent to that consideration the LTC adopted a number of resolutions intended to initiate and implement the project. Chief amongst these were the following two motions which create the framework for the implementation of the project:

GL-2017-034

that the Galiano Island Local Trust Committee request staff to prepare Terms of Reference for the Special Advisory Planning Commission on Affordable Housing.

GL-2017-035

that the Galiano Island Local Trust Committee request staff to prepare a Project Charter for the Affordable Housing Strategy Project.

Analysis

As was requested in those motions staff has prepared a draft Terms of Reference which is intended to frame the duties and role of the Special Advisory Planning Commission (SAPC) as well as a draft Project Charter which is intended to set the scope for the project as well as identify the anticipated sequence of events/actions involved in the implementation of the project, as well as a draft budget. It is important that the LTC is satisfied with the two documents prior to the commencement of the project so as to ensure that the project reflects the goals and intentions of the LTC.

The LTC also adopted several other resolutions related to this project at the May 1st meeting, as follow below:

GL-2017-032

that the Galiano Island Local Trust Committee strike a Special Advisory Planning Commission on Affordable Housing and request that staff advertise for expressions of interest.

GL-2017-033

that the Galiano Island Local Trust Committee request staff to compile a list of funding sources for Affordable Housing.

GL-2017-036

that the Galiano Island Local Trust Committee request staff to: a) report on which recommendations in the Affordable Housing Toolkit have been carried out by Trust Council and/or which have been adopted in the Galiano LUB and OCP; b) provide recommendations for action; and c) report on the progress of recommendations that came out of the Islands Trust Housing Forum of 2016.

Staff recommend that the advertising for expressions of interest for the SAPC be placed subsequent to the June 5th meeting of the LTC, once the LTC has had an opportunity to consider and endorse the Terms of Reference for the SAPC.

Underlying the issue of identifying solutions for the provision of affordable housing on Galiano Island lies the fundamental necessity of understanding the nature of that need. Staff met with John Reilly, CRD Manager of Planning and Programs on May 15th to discuss affordable housing and most specifically the progress of the CRD Southern Gulf Islands Housing Needs assessment which will be examining each of the Islands Trust Local Trust Areas. Staff were advised that that process would be completed by December 2017 and would contain an assessment of housing needs specific to Galiano Island.

It would, therefore, seem clear that meaningful implementation of this process will have to await the outcomes of that study in order to provide relevant and contextual recommendations.

Staff have attached to this report a project charter based upon a decision to proceed with the Affordable Housing Strategy project in the absence of the information from the CRD needs assessment study, which is understood to be the current direction from the LTC. It may be the wish of the LTC to re-consider the implementation of the project now that the completion date of the needs assessment report has been established with the knowledge that it is intended to include information which will aid in creating meaningful options to address the housing need on Galiano Island.

If it is the wish of the LTC to proceed with the project and still incorporate the CRD needs assessment report findings it may to consider striking the committee as proposed and that the SAPC undertake the action 'b' identified in resolution GL-2017-036. This would allow the SAPC to develop an understanding of, and literacy with, the tools and issues related to developing affordable housing options in an Island context as well as move the project forward in anticipation of receipt of the CRD information. Staff strongly recommend that if the Special APC be struck as suggested, that staff provide an orientation at the first meeting of the Commission.

Alternatives

1. That the Galiano Island Local Trust Committee defer commencement of the Affordable Housing Strategy until such time as the CRD Needs Assessment is has been completed.

Submitted By:	Rob Milne, Island Planner	May 15, 2017
Concurrence:	Robert Kojima, Regional Planning Manager	May 17, 2017

ATTACHMENTS

1. Draft Terms of Reference for the proposed Special Advisory Planning Commission
2. Draft Affordable Housing Strategy Project Charter



Top Priorities

Galiano Island

No.	Description	Activity	R/Initiated	Responsibility	Target Date
1	Telecommunication Strategy	Review telecommunication options, including policies for telecommunication towers, on Galiano Island.	01-Feb-2016	Rob Milne	01-Dec-2017
2	Affordable Housing Strategy	Special APC to review options	07-Mar-2016	Rob Milne	31-Oct-2018
3	Dock Review	Review issues regarding docks and new shoreline information and whether changes are required to the LUB.	07-Mar-2016	Rob Milne	31-Oct-2018

**Projects****Galiano Island**

Description	Activity	R/Initiated
Soil Removal and Deposit Bylaw	Review need and options for implementation of soil removal and deposit bylaw	12-Sep-2011
Comprehensive Watershed Planning	?	01-Oct-2016
Commercial Vacation Rental (TUP) Review	Review the Temporary Use Permit (TUP) guidelines in the Official Community Plan in relation to commercial vacation rentals.	05-Dec-2016
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	16-Apr-2012
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)	23-Jul-2012
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.	15-Jul-2013
Ocean Based Geo-Exchange Systems	Review of regulations for geo-thermal exchange use.	18-Nov-2013
Information Note Addition	Add in Information Note on Archeological Sites under General Regulations	18-Nov-2013
Light Industrial Zoning	A review and inventory assessment of existing and potential light industrial zones.	18-Nov-2013
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).	07-Jul-2014

Projects

Galiano Island

Description	Activity	R/Initiated
Community Benefit Review for Forest Lands	Staff to prepare preliminary report for new LTC	08-Sep-2014
Consider amendments to re-designate and rezone crown owned Forest lots.- Bylaws 231, 232 at First Reading	re-refer to FLNRO for comment	



Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GL-DVP-2017.3	WHITE PINE ENVIRONMENTAL RESOURCES INC Planner: Rob Milne	01-Jun-2017	Serenity Lane - Legalize siting of existing seaside cabin.
Planning Status			
Status Date: 29-Aug-2017 File review and commencement of staff report preparation.			
Status Date: 27-Jun-2017 Additional information required prior to processing - BEO to follow up under compliance agreement			
Status Date: 22-Jun-2017 Processing pending review with Bylaw enforcement			
File Number	Applicant Name	Date Received	Purpose
GL-DVP-2017.4	Chase MCMILLAN Planner: Phil Testemale	20-Jun-2017	Variance for 2nd floor in barn.
Planning Status			
Status Date: 29-Aug-2017 Notification sent. Staff Report with drafty permit and notification on Sept 11, 2017 agenda for consideration.			
Status Date: 26-Jul-2017 Waiting for Site Plan from applicant. Consideration at September 11th LTC.			
Status Date: 18-Jul-2017 received completed application, gave to planner, notified LTC			
File Number	Applicant Name	Date Received	Purpose
GL-DVP-2017.5	CHRISTOPH J SEPP DARLENE A KINNEY Planner: Rob Milne	28-Aug-2017	Vary allowable floor area of existing cottage.
Planning Status			

Applications

Status Date: 29-Aug-2017

File review and commencement of preparation of staff report

Status Date: 28-Aug-2017

opened file, processed fees, notified LTC, gave to planner.

Rezoning

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

Planner: Rob Milne

Planning Status

Status Date: 28-Nov-2016

Waiting for final community benefit document, proposal, and community consultation review from applicant.

Status Date: 22-Sep-2016

Applicant finalizing community benefit document for November LTC meeting.

Status Date: 22-Jun-2016

OCP & LUB Amendment bylaws drafted.

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2016.2	GALIANO CONSERVANCY ASSOCIATION	08-Aug-2016	DL 57 10825 Porlier Pass Rd Rezoning from Rural to Environmental Education use and Nature Protection.

Planner: Rob Milne

Planning Status

Status Date: 29-Aug-2017

Approved staff report submitted for Sept/2017 agenda

Status Date: 15-Aug-2017

Met with applicants in Galiano IT office to review APC recommendations.

Status Date: 09-Aug-2017

Email received from Ryan Evanoff (MOTI) as a follow up to August 2nd telephone conversation confirming that MOTI is not requesting a road dedication for the proposed rezoning.

**Applications**

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2017.1	DL37 Holdings, F. Stevens & I. Stevens Planner: Rob Milne	02-Aug-2017	Rezone DL37 from F1 to FLR
Planning Status			
Status Date: 29-Aug-2017 Approved staff report submitted for Sept/2017 agenda			
Status Date: 21-Aug-2017 Draft staff report submitted for review			
Status Date: 14-Aug-2017 Talked to Ann Donaldson of Managed Forest Council who confirmed that the Council office had no concerns related to the proposed rezoning.			

Subdivision

File Number	Applicant Name	Date Received	Purpose
GL-SUB-2017.1	Glen Mitchell, Land Surveying Inc. Planner: Rob Milne	16-Jun-2017	Boundary adjustment between two parcels.
Planning Status			
Status Date: 21-Jun-2017 Review response sent to MOTI, agent and LTC.			
Status Date: 20-Jun-2017 Staff review of referral and response sent to MOTI. No concerns with proposed subdivision as referred. No conditions precedent of PLA recommended.			
Status Date: 20-Jun-2017 Staff review/report completed.			

Temporary and Industrial Use Permit

File Number	Applicant Name	Date Received	Purpose
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Applications

GL-TUP-2016.1 Jon & Connie Stettner 07-Mar-2016 2625 E. BEEKMAN PL
Requesting a permit to use property as a STVR.

Planner: Phil Testemale

Planning Status

Status Date: 26-Jul-2017

Lawyer has indicated that Covenant is close to being finalized

Status Date: 29-May-2017

Lawyer for applicant has requested extension as he has been unable to get a response to drafted Covenant from SSWW

Status Date: 16-May-2017

Email received on May 11, 2017 advising that draft covenant had been forwarded to SSWW for review

File Number	Applicant Name	Date Received	Purpose
GL-TUP-2017.3	ERIK S MEDEN	17-Jul-2017	Establish a vacation rental.

Planner: Jason Youmans

Planning Status

Status Date: 29-Aug-2017

Anticipate October LTC meeting

Status Date: 24-Aug-2017

E-mail with applicant

Status Date: 24-Aug-2017

E-mail with applicant

Islands Trust
LTC EXP SUMMARY REPORT F2018
Invoices posted to Month ending June 2017

625 Galiano	Invoices posted to Month ending June 2017	<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	5,500.00	1,011.57	4,488.43
65210-625	LTC - Local Exp - APC Meeting Expenses	500.00	731.28	-231.28
65220-625	LTC - Local Exp - Communications	500.00	287.85	212.15
65230-625	LTC - Local Exp - Special Projects	500.00	0.00	500.00
TOTAL LTC Local Expense		<u>7,000.00</u>	<u>2,030.70</u>	<u>4,969.30</u>
Projects				
73001-625-2002	Galiano OCP/LUB	5,000.00	0.00	5,000.00
73001-625-4065	Galiano Dock Review	4,500.00	0.00	4,500.00
73001-625-4081	Galiano Telecommunications Strategy	5,000.00	0.00	5,000.00
TOTAL Project Expenses		<u>14,500.00</u>	<u>0.00</u>	<u>14,500.00</u>

Galiano Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

Updated: December 5, 2016

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.
6.	December 5, 2016	By consent	TUP for Commercial Vacation Rentals	Without fettering its discretion, the LTC provided the following guidance with respect to its consideration of TUP applications for Commercial Vacation Rentals: 1. A Commercial Vacation Rental use should only be considered in one dwelling per lot 2. Permits being considered in Water Management Areas should include conditions requiring cisterns with a minimum capacity of 16,000 litres and a water meter. 3. In order to assist in assessing cumulative impacts, staff are requested to continue to provide an updated map showing the location, status, and maximum number of guests of all Commercial Vacation Rental TUP applications.

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MEMORANDUM

File No.: ITF File: GL-COV-2014.1
GLLTC File: GL-RZ-2014.1

DATE: August 18, 2017
TO: Galiano Island Local Trust Committee
FROM: Jennifer Eliason, Manager
Islands Trust Fund
COPY: Rob Milne, Island Planner
SUBJECT: Recent Trust Fund Board Decision Regarding Crystal Mountain Society's Conservation Proposal

PURPOSE

The Trust Fund Board wishes to update the Galiano Island Local Trust Committee of its recent decision regarding a proposal received from the Crystal Mountain Society.

BACKGROUND

At its July 18, 2017 meeting, the Board engaged in long and thorough discussion with respect to a Conservation Proposal from Crystal Mountain Society proposing a transfer of land to the Trust Fund Board.

The Trust Fund Board had previously (November 2014) resolved to approve a Conservation Proposal to covenant approximately 18.3ha of Lot 9, District Lot 90, Galiano Island, Cowichan District, Plan 31200, PID # 000-851-035 and part of Lot A, District Lots 88 and 89, Galiano Island, Cowichan District, Plan VIP68079, PID # 024-351-041. This decision was reconfirmed by a resolution at the Board's April 2017 meeting.

At its July 2017 meeting, the Board carefully considered the new proposal, a staff report, relevant documentation and answers to questions provided by a representative of the Crystal Mountain Society. The Board then passed the following resolution:

TFB-2017-022

It was MOVED and SECONDED, that the Trust Fund Board reiterate its willingness to proceed with registering a conservation covenant as the preferred option for protecting the conservation values of the land on Lot 9, District Lot 90, Galiano Island, Cowichan District, Plan 31200, PID # 000-851-035 and part of Lot A, District Lots 88 and 89, Galiano Island, Cowichan District, Plan VIP68079, PID # 024-351-041 but would be willing to consider a new conservation proposal for transfer of the land subject to a larger endowment and other issues being resolved that present challenges for the Trust Fund Board in accepting ownership of this land.

This resolution reflects the Board's understanding that a conservation covenant is the most appropriate tool to protect the conservation values of the property, while allowing the Crystal Mountain Society continued use of the land (within the terms of the covenant) and leaving open the possibility of public trails. The Board is very conscious of undertaking land acquisitions that can be costly in terms of financial and staff resources, especially when the values can be protected just as effectively through a conservation covenant. There are significant issues that present ongoing challenges when considering this land as a nature reserve.

The Trust Fund Board currently holds 74 conservation covenants, protecting the ecological values of 551.25 hectares of island landscapes. Islands Trust Fund's covenant program is held in high esteem by our partners, as we register enforceable covenants with specific restrictions and have a rigorous monitoring program that involves annual site inspections and photo point monitoring. We have also developed covenant enforcement policy and procedures and set aside over \$100,000 in a Covenant Management and Defence Fund to prepare for possible enforcement proceedings or remediation costs.

Considering the complexity of the proposal, the adjacent land use and unconventional layout of the proposed subdivision, the Trust Fund Board felt that our organization's resources are best directed to registration of a conservation covenant. A draft covenant has already been prepared, in negotiation with the Crystal Mountain Society, and combined with the proposed rezoning to Nature Protection, would offer significant protection to the ecosystem values on these properties.

However, as the resolution indicates, the Board has not closed the door on considering a revised conservation proposal for land transfer. However, such consideration may or may not lead to approval, especially as Board consideration will continue to be in the context of the already agreed upon conservation covenant as a viable and appropriate option.

NEXT STEPS

Islands Trust Fund staff will continue with the negotiation of a conservation covenant, at the request of the applicant.

Submitted By:	Jennifer Eliason, Manager, Islands Trust Fund	August 18, 2017
Concurrence:	Tony Law, Chair, Trust Fund Board	August 2, 2017

ATTACHMENTS

1. Islands Trust Fund Staff Report provided to Trust Fund Board on July 18, 2017



Staff Report – Crystal Mountain Conservation Proposal

Background Information

The following staff report is based on information provided by the applicant, Islands Trust mapping, and a site visit completed after the receipt of the 2014 Conservation Proposal for a conservation covenant.

Property Information

Property Description: The proposed protected area covers all of Lot 9 and part of Lot A:

- Lot 9, District Lot 90, Galiano Island, Cowichan District, Plan 31200, PID # 000-851-035; and,
- Lot A, District Lots 88 and 89, Galiano Island, Cowichan District, Plan VIP68079, PID # 024-351-041.

Property size: 24.56 ha (60.65 acres) total (Lot 9: 4.05 ha, Lot A: 20.51 ha)

Proposed land donation: 18.3 ha (all of Lot 9, 13.98 ha. Lot Lot A)

Suggested covenant holder: TLC The Land Conservancy of BC (suggested by applicant)

Property notes: According to the biologist report submitted by the applicant, and confirmed during a site visit:

“The majority of **Lot A** is recovering from an intense clearcut which took place in 1993. The land is currently in the pioneering seral stage characterized by patchy and diverse pole / sapling forest of varied vegetative composition depending on slope position, aspect, slope and soil depth. The moist depression sites are generally dominated by red alder (*Alnus rubra*) with sword fern (*Polystichum munitum*) and patches of salmonberry (*Rubus spectabilis*) in the understory. The drier, gently sloping logged areas are characterized by dense patches of Douglas-fir (*Pseudotsuga menziesii*) and grand fir (*Abies grandis*) poles with very little understory vegetation scattered within a more open mix of Douglas-fir, red alder, bitter cherry (*Prunus emarginata*), big-leaf maple (*Acer macrophyllum*), grand fir and arbutus with salal (*Gaultheria shallon*), Oregon-grape (*Mahonia nervosa*) and sword fern dominant in the understory.

Remnant patches of healthy mature forest are located in thin strips along the ridge tops and down the associated southwest facing steep slopes where logging was not practical. The majority of **Lot 9** is also characterized by mature forest growing under a variety of ecological conditions. Ecosystem types range from western redcedar (*Thuja plicata*), Douglas-fir, big-leaf maple dominated northeast facing, moderate slopes to red alder, salmonberry dominated seasonally flooded wetland depression to Douglas-fir, arbutus dry rocky ridge top.” A road easement to adjacent properties runs through Lot 9. A cement pad and pagoda can be found near the north-east corner of Lot 9.

Trust Fund Board Regular Business Meeting

Natural Values: According to the biologist report, and confirmed by staff:

Despite the industrial scale logging that has occurred on the lands in the past, there are a number of remnant patches of healthy mature and old-growth forest that have been identified along the steep slopes and ridge-tops of Lot A and over most of Lot 9. These areas are of significant conservation importance. In addition, a seasonal stream, a variety of small wetlands and the associated riparian ecosystems provide important habitat for wildlife. The diversity of ecological conditions and associated vegetation communities and wildlife resulting from the remarkable topographic complexity of the properties is also of high conservation significance – and is of particular importance when considering adaptation to climate change and migration routes of flora and fauna from drier to wetter sites or vice versa.

Ecosystems and Species at Risk

The properties include remnant mature examples of two provincially red-listed ecological communities recognized by the British Columbia Conservation Data Centre:

Douglas-fir - arbutus (*Pseudotsuga menziesii* - *Arbutus menziesii*)

Global Rank: Not Ranked

Provincial Rank: Red (S2) – Imperiled

Douglas-fir / dull Oregon-grape (*Pseudotsuga menziesii* / *Mahonia nervosa*)

Global Rank: G2 – Imperiled

Provincial Rank: Red (S2) – Imperiled

The properties also include a young early successional example of the following listed ecological community:

red alder / skunk cabbage (*Alnus rubra* / *Lysichiton americanus*)

Global Rank: Not Ranked

Provincial Rank: Blue (S2S3) – special concern, vulnerable to extirpation or extinction

The properties are also home to a robust population of the provincially blue-listed red-legged frog (*Rana aurora*).

Sensitive Ecosystems:

The following Sensitive Ecosystems are found in the proposed protected area:

Mature Forest

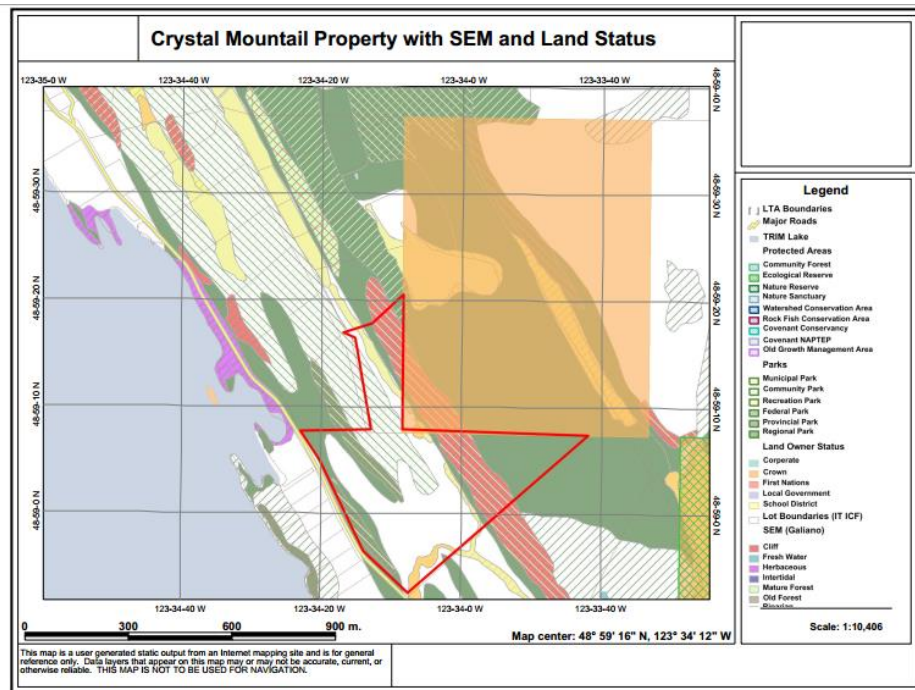
Woodland

Cliff

Riparian

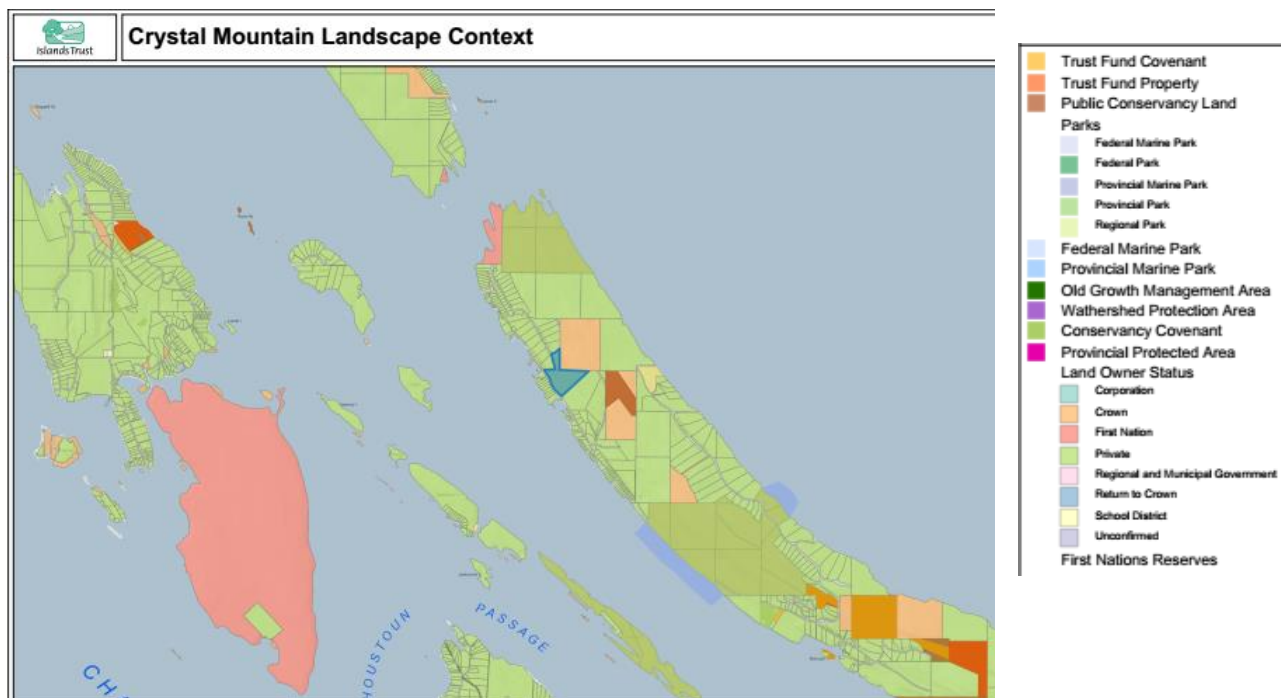
Wetland

Some of these ecosystems, for example the cliff area, are in good shape, while others, are degraded from past logging activities.



Regional Conservation Plan Context:

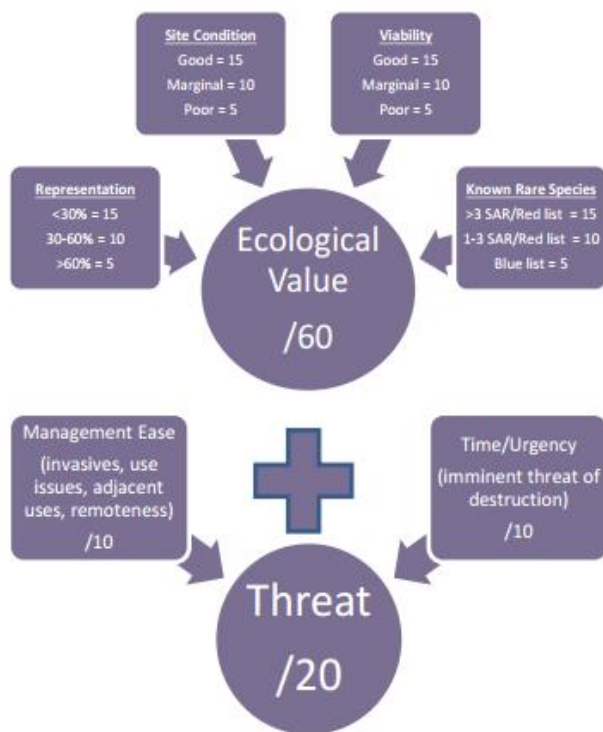
The properties are not identified in Islands Trust Fund mapping as being in the top 3000 priority hectares, but do rank as a moderate to high priority area for conservation. The lots contain several sensitive ecosystems (woodland, cliff, wetland, riparian and mature forest) and representative forest ecosystems which are identified in the Regional Conservation Plan as biodiversity priorities important for securement. The Crystal Mountain lands are adjacent to a Crown parcel that is intended for park designation and is in close proximity to the Galliano Ecological Reserve and Dionysio Provincial Marine Park.



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Securement Strategy Assessment:

In February 2017, the TFB approved a Land Securement Strategy which provides a method to rank feasibility of potential conservation properties as shown in the figure below.



The property has been assessed according to the Securement Strategy as shown below.

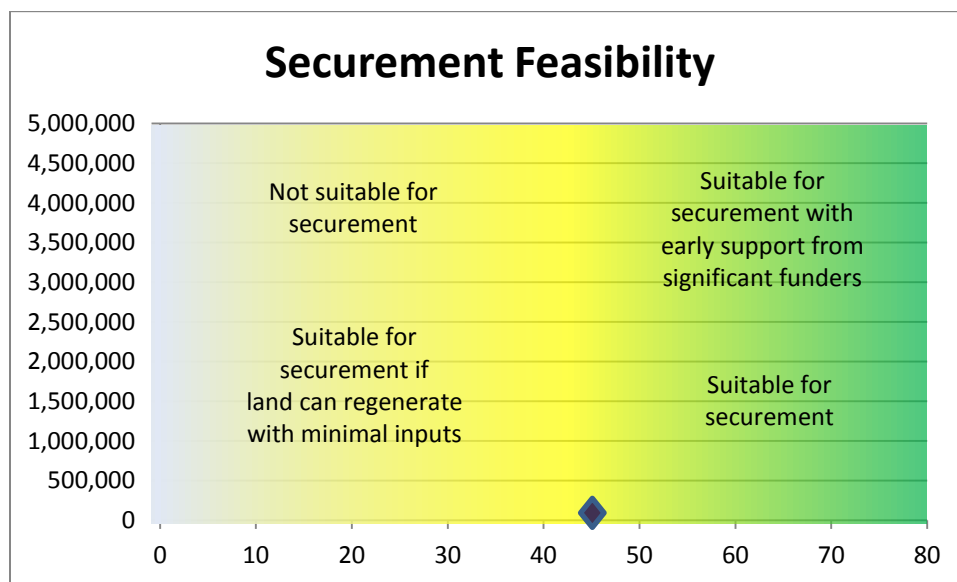
Conservation Evaluation

Representation:	15/15	The property contains forests, sensitive ecosystems and rare ecological communities that are under-represented in protected areas on Galiano Island and throughout most of the Islands Trust area.
Site Condition:	7/15	The majority of the forest is primarily in a pole sapling stage of growth, there are several invasive species on old logging roads and landings scattered throughout the land. The area is degraded by deer browse and also has old rock quarries. Lot 9 contains some good quality forest and wetland habitat, but is fragmented by an old road and an active road easement.
Viability:	10/15	The proposed nature reserve is a reasonable size at almost 18.3 ha and is adjacent to 65 ha of proposed park. There are nearby protected areas but the land is fragmented by developed areas within the boundaries of the existing rezoning proposal and roads. The potential to join existing protected areas and proposed protected areas with the proposed nature reserve exists, but is uncertain. Restoration of old logging roads and landings would increase the viability of the natural values.

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Known Rare Species:	5/15	There are known blue listed species on the land, but no red listed species have been identified. Red listed species may be identified with further surveying.
Ecological Value Subtotal:	37/60	
Management Ease:	5/10	The proposed protected area has notable amounts of invasive plants on compacted logging roads and landings. These roads and landings would benefit from decompaction and “rough and loose” restoration. The forest is recovering from logging and may benefit from thinning. There is also proposed recreational activity in the area that will likely add to management pressure and there will be retreats held in the developed area which is nestled within the proposed nature reserve. Access to parts of the land for management may be challenging.
Time/Urgency	3/10	There is no imminent threat to the ecology of the land; the landowner has expressed a desire to complete the rezoning in a timely manner.
Threat Subtotal:	8/20	
Total:	45/80	

After ranking Natural Value of the land, feasibility of securement is assessed by charting the cost against the Natural Value. The TFB has been asked take ownership of the land, which involves a higher cost than covenanting; however, the land would be transferred without acquisition cost and with some endowment. The land falls on the border of “suitable for securement if land can regenerate with minimal inputs” and “suitable for securement”.



Management and Policy Considerations:

There are several policy and land management considerations regarding this proposal. Many are could be considered minor on their own, but in combination, create a fairly complex proposal

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for the TFB to consider. Staff recommend proceeding with a covenant to alleviate some of the costs and complexity associated with managing this land as a nature reserve, but provide a more fulsome review of the considerations and implications of the current proposal to transfer the land to the TFB.

1) Adjacent land use

The proposed lot configuration for the subdivision would have the land retained by Crystal Mountain Society separated into two small lots, surrounded by nature reserve that would be owned and managed by the Trust Fund Board. This presents a large shared border. There is an existing trail network and established pattern of use on the proposed nature reserve lands. TFB will need to regularly monitor to ensure activities and impacts from the retreat centre remain inside the borders of the lands retained by CMS. This may require more than the typical amount of signage to mark boundaries.

2) Trails

The current conservation proposal includes a map of an extensive trail network of both “public” trails and “meditational” trails. If the land were to transfer to the Trust Fund Board, staff would need to assess the existing and proposed trail locations and the potential impact of these trails. Recommendations on trail location and use, and possibly closure, would be determined through a management planning process. Public safety and ecological impact would be the primary consideration for location and management of trails. If the land were to transfer, the TFB, as a public landholder, would be unable to limit the use of trails to any one user group.

3) Emergency road

An emergency road has been proposed that would connect the end of Devina Dr. with Porlier Pass Rd. This road will run through the proposed nature reserve and would result in some level of fragmentation as it will require maintenance. Staff feel this is a fairly low level of disturbance, and assume the road use would be minimal. Ideally, this road would be gated to prevent regular use.

4) Charges on the land title

There are several charges (easements and covenants) on the land titles, particularly Lot A, that would transfer to the Trust Fund Board if the land is transferred. At the TFB’s request, the lawyer for the applicant has provided a summary of the charges on title (attached).

There is a rent charge registered on the title of Lot A, associated with one or more easements. The Trust Fund Board is unable to take on a rent charge without prior Ministerial approval, as it would be a liability. Staff recommend that the discharge of the rent charge and any associated easements be fully explored before any next steps are taken.

A neighbouring property owner holds a water licence on Spotlight Creek, and as per the water licence, can install and maintain works on the subject property. According to the applicant, the water licence holder has blazed a trail and left PVC pipe and other debris on the property, which would appear to extend beyond the rights offered through their licence agreement. ITF staff would need to have a conversation with the licence holder prior to moving forward with a transfer and attempt to reach an agreement about the impacts of the water licence.

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5) Management of invasive species

The biologist's report identifies invasive species as a management concern in some areas – particularly on roadways and landings and on the more open ridges. Invasive species removal would need to be considered through management planning, and will be a management cost moving forward. The Crystal Mountain Society has offered to assist with the removal of invasive species, in partnership with ITF, if the proposal is approved.

6) Management of damage from logging

Some areas of the proposed protected area have been logged in the early 1990s and, according to the biologist's report, would benefit from some thinning treatments over the next 20 years. This level of management will require staff time, possibly contractor time and property management resources (amount yet to be determined). The old logging roads and landings are highly compacted and would benefit from restoration (soil decompaction using machinery and replanting) which would be costly.

7) Pagoda

TFB Policy 2.2 states that the Board will not accept or acquire any lands where there is an obligation to maintain buildings or structures. Lot 9 contains a pagoda and a cement pad that would be part of the proposed land transfer. The CMS would like to continue to use and maintain the pagoda (i.e. clean and paint). The TFB could enter into an agreement that allows CMS to continue this maintenance, but the policy also states that the TFB should have full discretion over the maintenance and removal of any built structures. If the TFB chooses to proceed with transfer, the TFB may wish to consider an agreement that clearly indicates to CMS that the structure can be removed if maintenance or use of the pagoda becomes a management issue, or possibly consider leasing back the pagoda to CMS.



8) Access for monitoring and management

The eastern corner of Lot A, east of the narrow lot proposed by CMS, is above a cliff and not easily accessed from the portion of land to the west. In order to access these lands for monitoring and management, staff believe TFB would need an easement over private lands to allow access from a public road. This will require additional negotiation and legal costs, which have not yet been estimated. Access to this part of the land will be required for monitoring a conservation covenant as well, though hiking up from the lower portion is technically possible.