



Galiano Island Local Trust Committee

Regular Meeting Agenda

Date: July 8, 2025
Time: 1:00 pm
Location: North Community Hall
22790 Porlier Pass Road, Galiano Island, BC

Pages

1. **CALL TO ORDER** 1:00 PM - 1:20 PM
“Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change.”
2. **TERRITORIAL ACKNOWLEDGEMENT**
3. **APPROVAL OF AGENDA**
4. **TRUSTEE REPORT**
5. **CHAIR'S REPORT**
6. **ELECTORAL AREA DIRECTOR'S REPORT**
7. **FIRST NATION REPORT**
8. **TOWN HALL AND QUESTIONS** 1:20 PM - 1:40 PM
9. **COMMUNITY INFORMATION MEETING** 1:40 PM - 2:10 PM
 - 9.1 **GL-PL-RZ-2024-0003 (Palmberg) - Proposed Bylaw No. 296**
10. **PUBLIC HEARING** 2:10 PM - 2:30 PM
 - 10.1 **GL-PL-RZ-2024-0003 (Palmberg) - Proposed Bylaw No. 296**
 - 10.1.1 Recess for Public Hearing
 - 10.1.2 Recall to order
11. **MINUTES** 2:30 PM - 2:40 PM
 - 11.1 **Local Trust Committee Minutes Dated June 3, 2025 (for Adoption)**
 - 11.2 **Section 26 Resolutions Without Meeting Report - None**

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11.3	Advisory Planning Commission Minutes - None	
12.	BUSINESS ARISING FROM MINUTES	
12.1	Follow-up Action List Dated June 2025	12 - 14
13.	DELEGATIONS	
14.	CORRESPONDENCE	
	<i>Correspondence received concerning current applications or projects is posted to the LTC webpage</i>	
15.	MEETING BREAK - COMMUNITY UPDATE	
16.	APPLICATIONS AND REFERRALS	2:40 PM - 4:10 PM
16.1	Mayne Island Local Trust Committee Referral for Proposed Bylaws 194 and 195 (for Response) (attached)	15 - 17
16.2	GL-PL-DVP-2025-0216 (Koster) - Staff Report (attached)	18 - 42
16.3	GL-PL-DVP-2025-0226 (Engh) - Staff Report (attached)	43 - 59
16.4	GL-PL-TUP-2025-0206 (Berginc) - Staff Report (attached)	60 - 74
16.5	GL-PL-RZ-2024-0003 (Palmberg) - Proposed Bylaw No. 296 - Staff Report (attached)	75 - 84
16.6	GL-RZ-2021.2 (Matheson/Bairstow) – Staff Report (attached)	85 - 100
16.7	GL-RZ-2023.2 (Larsen) – Staff Report (attached)	101 - 117
17.	LOCAL TRUST COMMITTEE PROJECTS	4:10 PM - 4:30 PM
17.1	Associated Islands Project – (Staff Report will be posted as addendum)	
17.2	Official Community Plan Review – Staff Report (attached)	118 - 122
18.	REPORTS	4:30 PM - 4:40 PM
18.1	Work Program Reports (attached)	
18.1.1	<u>Active Projects Report Dated June 2025</u>	123 - 123
18.1.2	<u>Future Projects Report Dated June 2025</u>	124 - 124
18.2	Applications Report Dated June 2025 (attached)	125 - 130
18.3	Trustee and Local Expense Report Dated April 2025 (attached)	131 - 131
18.4	Adopted Policies and Standing Resolutions (attached)	132 - 136
18.5	Local Trust Committee Webpage	

19. NEW BUSINESS

20. UPCOMING MEETINGS

20.1 Next Regular Meeting Scheduled for September 9, 2025 at the Galiano South
Community Hall, Galiano Island

21. TOWN HALL 4:40 PM - 5:00 PM

22. CLOSED MEETING - None

23. ADJOURNMENT 5:00 PM - 5:00 PM

Galiano Island Local Trust Committee

Minutes of Regular Meeting

Date: June 3, 2025
Location: North Community Hall
22790 Porlier Pass Road, Galiano Island, BC

Members Present: Timothy Peterson, Chair
Ben Mabberley, Local Trustee
Lisa Gauvreau, Local Trustee

Staff Present: Robert Kojima, Regional Planning Manager
Carly Bilney, Recorder (electronic)

Others Present: There were approximately 20 members of the public present.

1. CALL TO ORDER

Chair Peterson called the meeting to order at 1:00 p.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Peterson acknowledged that the meeting was being held in territory of the Coast Salish First Nations.

3. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

4. TRUSTEE REPORT

Trustee Gauvreau reported the following:

- A ceremony to celebrate the reopening of the historical Japanese kiln at Bluff's Park brought together about 80 people including dignitaries from British Columbia and Japan
- An updated Housing Needs Report was recently received for the Gulf Islands and notes Galiano needs 426 new housing units over the next twenty years to meet demand

Trustee Mabberley reported the following:

- Construction on the parking area at Montague Harbour will begin June 10 and last for about two weeks
- An emergency access map is in the works as part of an initiative between the Capital Regional District and the fire departments to identify where emergency

accesses would be the most useful on the island; they will be working with landowners to seek permission to put emergency accesses in place

5. CHAIR'S REPORT

Chair Peterson reported the following:

- The upcoming Trust Council meeting will include discussion on the annual financial audit; the Local Trust Committee Procedures Bylaw 197 will be considered for adoption
- The Trust Programs Committee's draft of a new policy statement is ready for consideration by Trust Council for First Reading
- The Committee of the Whole will continue discussion on the interpretation of Section 3 of the Islands Trust Act that outlines the object of the Trust
- Tsawout First Nation is hosting Trust Council for a feast

6. ELECTORAL AREA DIRECTOR'S REPORT – None

7. FIRST NATION REPORT

Representatives of Penelakut Tribe sent their regrets for being unable to join the meeting.

8. TOWN HALL AND QUESTIONS

Town hall was held and the following comments were made:

- Comments were made about the April 28, 2025 letter the Minister of Housing and Municipal Affairs, Ravi Kahlon, wrote to Islands Trust Council Chair Laura Patrick, including:
 - The Minister is reminding Trust Council that its primary mandate is protection of the natural environment of the Trust Area
 - The important takeaway of the letter is the opportunity it holds for collaboration
 - The Minister is not recognizing the challenges the Islands Trust faces as an organization when carrying out certain aspects of work that is expected to be done
- Concern was expressed about access issues for emergency services vehicles to the subject property in PL-TUP-2025-0108 (Harris)
- Support was expressed for PL-TUP-2025-0108 (Harris) for the following reasons:
 - the property has been life saving for some people who live there
 - the permit would require safety measures
 - there is need for flexibility in finding solutions to the housing crisis
- Support was expressed for GL-RZ-2023.1 (Rockafella)
- A Statutory Right of Way for emergency access would be subject to agreement by the Capital Regional District, the fire departments and islanders

9. COMMUNITY INFORMATION MEETING

9.1 GL-RZ-2023.1 (Rockafella) - Draft Bylaw No. 291

Regional Planning Manager Kojima reviewed the application noting the Local Trust Committee decided not to hold a Public Hearing. Comments were made that a potential emergency access route would be determined by the fire department and the Capital Regional District who would hold the right of way.

10. PUBLIC HEARING – None

11. MINUTES

11.1 Local Trust Committee Minutes Dated April 8, 2025 (for Adoption)

By general consent the Galiano Island Local Trust Committee meeting minutes of April 8, 2025 were adopted.

11.2 Section 26 Resolutions Without Meeting Report – None

11.3 Advisory Planning Commission Minutes – None

12. BUSINESS ARISING FROM MINUTES

12.1 Follow-up Action List Dated May 2025

Received for information.

13. DELEGATIONS

13.1 Robin Stringer re GL-PLTUP20250108 (Harris)

Robin Stringer spoke to PL-TUP-2025-0108 (Harris) and made the following comments:

- The temporary use permit is incomplete and further work is required
- A limit on further expansion should be written into the temporary use permit
- There should be quarterly inspections to ensure the landlord lives up to what is required

14. CORRESPONDENCE

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

15. MEETING BREAK – COMMUNITY UPDATE

A meeting break was held from 1:50 p.m. – 2:00 p.m.

16. APPLICATIONS AND REFERRALS

16.1 Salt Spring Island Local Trust Committee Referral for Proposed Bylaws 544 and 545 (for Response)

GL-2025-024

It was Moved and Seconded,

that Galiano Island Local Trust Committee interests are unaffected by the Salt Spring Island Local Trust Committee Draft Bylaw Nos. 544 and 545.

CARRIED

16.2 PL-TUP-2025-0108 (Harris) - Staff Report

Regional Planning Manager Kojima reviewed the staff report. Discussion ensued and the following comments were made:

- Preference was expressed for referring to maximum occupancy of a family unit, rather than individuals
- There is need to work with the fire department to ensure emergency access is in place
- There should be no further expansion of units since the permit is temporary

GL-2025-025

It was Moved and Seconded,

that Galiano Island Local Trust Committee request that the applicant for PL-TUP-2025-0108 (Harris) holds a public information meeting around fire safety and emergency access within the next six months.

CARRIED

Discussion ensued and the following comments were made:

- It is the job of the Local Trust Committee to ensure safety is upheld while also moving forward to find solutions to the housing crisis, and temporary use permits exist for uses like this
- The permit is temporary and would not be renewed if any of the conditions are not met
- Higher levels of government have neglected their duties and Trustees, who have a duty of care, are trying to find makeshift solutions to housing
- The applicant can do a lot to ease concerns of the neighbours
- The maximum occupancy number should refer to a family dwelling of 5 people

GL-2025-026

It was Moved and Seconded,

that Galiano Island Local Trust Committee amend Temporary Use Permit GL-PL-TUP-2025-0103 (Harris) by amending:

- a) Condition 3(f) by reducing the maximum floor area from 93 m² (1000 ft²) to 65 m² (700 ft²); and,
- b) Condition 3(g) by reducing the maximum occupancy of a Family Unit from eight (8) to five (5) people.

CARRIED

GL-2025-027

It was Moved and Seconded,

that Galiano Island Local Trust Committee approve Temporary Use Permit application GL-PL-TUP-2025-0103 (Harris) for a period of three (3) years as amended.

CARRIED

16.3 GL-DVP-2023.6 (Poppleton) – Staff Report

Regional Planning Manager Kojima reviewed the staff report. Discussion ensued and comments were made in support of the application as it would modernize an outdated system without digging in a sensitive area.

GL-2025-028

It was Moved and Seconded,

that Galiano Island Local Trust Committee approve issuance of GL-DVP-2023.6 (Poppleton).

CARRIED

16.4 GL-RZ-2023.1 (Rockafella) - Draft Bylaw No. 291 – Staff Report

Regional Planning Manager Kojima reviewed the staff report. Discussion ensued and comments were made that it would be more beneficial for the Capital Regional District, the fire department and the applicant to determine a statutory right of way for emergency access, rather than requesting staff to lead the work.

GL-2025-029

It was Moved and Seconded,

that Galiano Island Local Trust Committee Bylaw No. 291, cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2023” be read a first time.

CARRIED

GL-2025-030

It was Moved and Seconded,

that Galiano Island Local Trust Committee Bylaw No. 291, cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2023” be read a second time.

CARRIED

GL-2025-031

It was Moved and Seconded,

that Galiano Island Local Trust Committee Bylaw No. 291, cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2023” be read a third time.

CARRIED

GL-2025-032

It was Moved and Seconded,

that Galiano Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 291, cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2023” is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

GL-2025-033

It was Moved and Seconded,

that Galiano Island Local Trust Committee proposed Bylaw No. 291 be forwarded to the Secretary of the Islands Trust for Executive Committee for approval.

CARRIED

GL-2025-034

It was Moved and Seconded,

that Galiano Island Local Trust Committee accept a covenant under section 219 of the Land Title Act from the registered owner of Strata Lots 1, 2, 3, 4, and 5, District Lot 14, and designate the Chair of the Local Trust Committee to sign the covenant for the rezoning application GL-RZ-2023.1 prior to final adoption consideration.

CARRIED

17. LOCAL TRUST COMMITTEE PROJECTS

17.1 Official Community Plan Review – Staff Report

Regional Planning Manager Kojima reviewed the staff report. Discussion ensued and it was suggested that the topic be referred to the Advisory Planning Commission.

GL-2025-035

It was Moved and Seconded,

that Galiano Island Local Trust Committee request staff report back at a future Local Trust Committee meeting with a draft Business Case.

CARRIED

GL-2025-036

It was Moved and Seconded,

that Galiano Island Local Trust Committee refer the Official Community Plan Project staff reports to the Advisory Planning Commission and request that the Advisory Planning Commission provide the Local Trust Committee with recommendations on topic areas for inclusion in an Official Community Plan Review.

CARRIED

18. REPORTS

18.1 Work Program Reports

18.1.1 Active Projects Report Dated May 2025

Received for information.

18.1.2 Future Projects Report Dated May 2025

Received for information.

18.2 Applications Report Dated May 2025

Received for information.

18.3 Trustee and Local Expense Report Dated Feb 2025

Received for information.

18.4 Adopted Policies and Standing Resolutions

18.5 Local Trust Committee Webpage

18.6 Islands Trust Conservancy Report Dated March 2025

Received for information.

19. NEW BUSINESS – None

20. UPCOMING MEETINGS

20.1 Next Regular Meeting Scheduled for July 8, 2025 at the Galiano North Community Hall, Galiano Island

21. TOWN HALL

Town hall was held and the following comments were made:

- Neighbours who will be potentially impacted by a temporary use permit receive a notice summarizing the application, details about how to contact the Planner and when a decision will be made; the intent of the notice is to inform neighbours and elicit their feedback; the notices must go out at a certain date in advance and this is before staff reports are completed
- Concern was expressed about the applicability of GL-PL-RZ-2024-0003 (Palmberg) to the Islands Trust Policy Statement Directives Only Checklist Directive 4.4 (Freshwater Resources); however, a water management plan is forthcoming

22. CLOSED MEETING – None

23. ADJOURNMENT

By general consent the meeting was adjourned at 2:54 p.m.

Tim Peterson, Chair

Certified Correct:

Carly Bilney, Recorder

Follow Up Action Report

Galiano Island

10-Sep-2024

Progress	Activity	Responsibility	Dates	Status
0%	1 15.1 GL-RZ-2021.2 (DL 86) 1. Staff to create draft bylaw numbers and templates - BLs 292/293 (DONE) 2. Staff to schedule meeting with Penelakut/MOTI/Applicant - (DONE) 3. Staff to send referral to GI Parks & Rec Commission - in process (DONE)	Jas Chonk Kim Stockdill	Target: 29-Nov-2024	Completed
0%	2 15.1 GL-RZ-2023.2 (DL 85) 1. Staff to create draft bylaw numbers and templates - BLs 294/295 (DONE) 2. Staff to schedule meeting with Penelakut/MOTI/Applicant - meeting with staff and MOTI completed (DONE) 3. Staff to send referral to GI Parks & Rec Commission - (DONE) 4. Staff to review easement/SRoW from Cook Road to DL 85 (emergency access) - in process	Jas Chonk Kim Stockdill	Target: 29-Nov-2024	In Progress

08-Oct-2024

Progress	Activity	Responsibility	Dates	Status
0%	1 17.1 GL-BP-2024.10 (Florianova) - LTC approved release of covenant and LTC Chair to sign covenant release. Chair to sign covenant on July 10, 2025	Kim Stockdill	Target: 29-Nov-2024	In Progress

Follow Up Action Report

Galiano Island

10-Dec-2024

Progress	Activity	Responsibility	Dates	Status
0%	1 Land Transfer Applications: 1. LTC directs staff to engage with the Islands Trust Conservancy and the Galiano Conservancy Association to consider the role of facilitator in land transfer applications. 2. LTC directs staff to investigate, report back on the process, feasibility and implications of transferring lands associated with rezoning applications to be governed under Penelakut Tribe land codes.	Brad Smith Kim Stockdill	Target: 30-May-2025	In Progress
0%	2 16.2 GL-RZ-2014.1 (Crystal Mountain) 1. LTC requests applicant to engage with Penelakut Tribe to determine feasibility of land transfer, including agreement on proposed lot layout, future uses, and subdivision mechanism acceptable to the LTC. Staff to report back once applicant has completed engagement. - DEFERRED BY APPLICANT	Brad Smith	Target: 31-Jul-2025	In Progress

08-Apr-2025

Progress	Activity	Responsibility	Dates	Status
0%	1 Staff to set up meeting with Penelakut Chief, Council and staff and the Galiano LTC for late June, early July to provide updates to Penelakut Tribe regarding current applications and projects.	Joe Elliott Kim Stockdill	Target: 27-Jun-2025	In Progress
78%	2 17.1 Associated Islands Regulations Review Project 1. Project charter endorsed as amended. (DONE) 2. Staff to send early engagement letters to FN (DONE) and associated island/boat access only property owners. (to be completed in July)	Kim Stockdill	Target: 20-Jun-2025	In Progress

Follow Up Action Report

Galiano Island

03-Jun-2025

Progress	Activity	Responsibility	Dates	Status
100%	1 11.1 - Minutes adopted as presented	Emily Bryant	Target: 13-Jun-2025	Completed
0%	2 16.1 - Salt Spring Bylaws 544 and 545 - interests unaffected	Jas Chonk	Target: 13-Jun-2025	Completed
0%	3 16.2 - TUP 2025 -0108 (Harris) - approved as amended	Jas Chonk	Target: 13-Jun-2025	Completed
0%	4 16.3 - DVP-2023.6 (Popleton) - approved	Jas Chonk	Target: 13-Jun-2025	Completed
0%	5 16.4 - Bylaw 291 (Rockafella): - Read a First Time - Read a Second Time - Read a Third Time - LTC resolves not contrary or at variance to Policy Statement - Referred to EC (DONE) - LTC accepts covenant and authorizes Chair to execute	Jas Chonk Kim Stockdill	Target: 04-Jul-2025	In Progress
0%	6 17.1 OCP Review - Staff to report back with a draft Business Case - Staff to refer to APC and request that the APC provide the LTC with recommendations on topic areas for inclusion in an OCP Review.	Emily Bryant Robert Kojima	Target: 27-Jun-2025	In Progress



Islands Trust

BYLAW REFERRAL FORM

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

Island: Mayne Island Local Trust Area Bylaw No.: 194 and 195 Date: May 28, 2025

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:

Capital Regional District (CRD)

PURPOSE OF BYLAW:

The purpose of Bylaw No. 194 (OCP) and Bylaw No. 195 (LUB) is to facilitate the rezoning of St. John Point Park on Mayne Island (LOT B, SECTION 1, MAYNE ISLAND, COWICHAN DISTRICT, PLAN 2501) to support the CRD's Parks Management Plan.

Bylaw No. 194 (OCP) changes a portion of the land use designation on the Lot B, Section 1, Mayne Island, Cowichan District, Plan 2501 from Rural (R) to Resource Conservation (RC) land designation.

Bylaw No. 195 (LUB) changes the portion of the property zoned Rural (R) to Resource Conservation (RC) and the portion of the property zoned Agricultural (A) zoning to site specific zone A(a) to permit:

- resource conservation use
- entrance sign
- parking area
- pump out toilet building
- bicycle rack
- visitor information kiosk

GENERAL LOCATION:

Mayne Island Local Trust Area

LEGAL DESCRIPTION:

LOT B, SECTION 1, MAYNE ISLAND, COWICHAN DISTRICT, PLAN 2501

SIZE OF PROPERTY AFFECTED:

26 hectares

ALR STATUS:

A portion in the ALR

OFFICIAL COMMUNITY PLAN DESIGNATION:

Rural (R) and Agricultural (A)

OTHER INFORMATION:

Additional information, including the current bylaws, is available at: <https://islandstrust.bc.ca/island-planning/mayne/current-applications/>

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: Narissa Chadwick

Title: Island Planner
Contact Info: Tel: 250-405-5189
Email: nchadwick@islandstrust.bc.ca

PLEASE TURN OVER

This referral has been sent to the following agencies:

Provincial Agencies

Agricultural Land Commission
Min. of Housing and Municipal Affairs
Min. of Transportation & Transit – via portal

Non-Agency Referrals

Mayne Island Parks and Recreation Commission
Mayne Island Fire Rescue

Adjacent Local Trust Committees and Municipalities

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

First Nations

Cowichan Tribes
Halalt First Nation
Lyackson First Nation
Pauquachin First Nation – via portal
Penelakut Tribe
Semiahmoo First Nation
Snuneymuxw First Nation
Stz'uminus First Nation
Ts'uubaa-asatx Nation (Lake Cowichan) – via portal
Tsartlip First Nation
Tsawout First Nation - via portal and email
Tsawwassen First Nation
Tseycum First Nation
WSANEC Leadership Council

**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

Mayne Island Local Trust Area
(Island)

(Signature)

(Date)

194/195
(Bylaw Number)

(Name and Title)

(Agency)

DATE OF MEETING: July 8, 2025

TO: Galiano Island Local Trust Committee

FROM: Bruce Belcher, Planner 2
Southern Team

COPY: Robert Kojima, Regional Planning Manager

SUBJECT: PL-DVP-2025-0216
Applicant: Dave Koster
Location: 395 Deacon Lane, Galiano Island

RECOMMENDATION

1. That the Galiano Island Local Trust Committee approve issuance of PL-DVP-2025-0216

REPORT SUMMARY

The purpose of this report is to consider a Development Variance Permit (DVP) to relax the natural boundary setback requirement and the interior lot line setback requirement to permit the construction of a roof addition to an existing dwelling and legalize multiple non-conforming structures.

RATIONALE FOR VARIANCE

The applicant's rationale for increasing the roofline located within the setback from the natural boundary of the sea is to provide greater protection from rain, sun, and wind exposure on the west facing side of the dwelling which looks out over the Trincomali Channel. Extending the roofline out over the existing deck would create shade during the summer and protect from wind and rain during the winter.

The applicant has also included multiple existing structures in the variance application with the intention of bringing the non-conforming siting into compliance with the Galiano Island Land Use Bylaw No. 127, 1999 (LUB). This includes the existing decks, hot tub, and landing located in the natural boundary setback and the existing accessory cabin, wood storage structure, storage container, and water storage tanks located within the interior side lot line setback.

The existing structures and their estimated construction date were identified by the owner in the following table:

Structure	Estimated Construction Date (constructed by)
Dwelling's deck	1971 (previous owner)
Hot tub and lower-level deck	1971 (previous owner)
Upper landing	1971 (previous owner)
Cabin	1980 (previous owner)

Covered wood storage and container	2017 (current owner)
Four water tanks	2022 (current owner)

BACKGROUND

The variance application is following a Preliminary Plan Review completed by Islands Trust staff which identified that the new roofline over the existing deck was located within the natural boundary setback from the sea and a variance would be required prior to receiving a building permit. To date there have been no bylaw enforcement complaints received regarding the property.

The specific variances to the LUB are as follows:

- a) Subsection 2.14 which states that buildings and structures must be sited at least 7.5 metres from the natural boundary of the sea is varied to permit the siting of:
 - i. The construction of a roof structure within 4.78 metres of the natural boundary of the sea;
 - ii. The existing deck structure within 4.78 metres of the natural boundary of the sea;
 - iii. The existing lower-level deck structure and hot tub within 3.43 metres of the natural boundary of the sea;
 - iv. The existing upper landing structure within 0.0 metres of the natural boundary of the sea.
- b) Subsection 5.3.8.2 which states that buildings and structures must be sited at least 6 metres from each interior side lot line is varied to permit the siting of:
 - i. The existing accessory cabin building within 4.23 metres of the interior side lot line;
 - ii. The existing covered wood storage structure within 1.14 metres of the interior side lot line;
 - iii. The existing storage container within 0.99 metres of the interior side lot line;
 - iv. The existing water storage tanks located within 0.75 metres of the interior side lot line.

The subject lot is located at 395 Deacon Lane on Galiano Island. The parcel is zoned Small Lot Residential (SLR) and is 0.78 ha (1.92 ac) in area. The property has a principal single-family dwelling, an accessory cabin, and multiple accessory structures. The zoning permits a total lot coverage of 25% for all buildings and structures. The property has an estimate lot coverage of 4.5% for all of the existing structures. The new roof construction would not increase the total lot coverage since it follows the building envelope of the existing deck.

The existing height of the dwelling is about 7.6 metres, and the maximum permitted height is 9.0 metres. The new roof addition would not increase the total height of the building as the design follows the existing roofline.

The proposed roof addition is located within Development Permit Area 2 – Shoreline and Marine, Development Permit Area 5 – Sensitive Ecosystems, and Development Permit Area 7 Steep Slope. Staff determined that the proposed construction would be exempt from requiring a development permit due to no land alteration taking place for the new addition.

A copy of the notice and proposed permit PL-DVP-2025-0216 are included with this report as Attachment 4 and 5. The applicant has provided a letter explaining their rationale for the variance application included as Attachment 3. Staff completed a site visit of the property on April 17th, 2025; photos of the site are included as Attachment 2.



Figure 1: Subject Property Location

ANALYSIS

Intent of Regulations being varied

The overall purpose of the setback regulations for the natural boundary of the sea and the interior side lot line includes the following:

- Ensuring that buildings and structures are located outside of environmentally sensitive areas;
- Protecting views, scenic areas, and distinctive features contributing to the overall visual quality and scenic value of the Trust Area;
- Limiting the natural hazards related to development along the shoreline;
- Limiting the visual impact of development on adjacent properties;
- Establishing certainty and consistent development patterns.

Potential impacts of granting to 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.

If the variance is approved the anticipated new impacts on neighbouring properties is considered to be minimal since the new addition would not extend beyond the existing deck footprint. The neighbours to the north and south of the property are partially screened from the new addition.

The existing cabin, hot tub, lower deck, and landing are all long-standing structures leading to no new environmental impacts or hazards created by granting the variance. The newer water tanks are partially screened from the neighbour to the north. The covered wood storage structure and storage container are more exposed to the southern property line and visible to the southern neighbours.

Circulation

The draft permit was circulated to surrounding property owners and residents on June 13, 2025. The notification period will end on June 26, 2025.

At the time of writing there has been no correspondence received for this application. Any comments received following the notification period will be forwarded to the Local Trust Committee and reported at the meeting.

First Nations

The Islands Trust reviews all applications to ensure the preservation and protection of cultural heritage, archaeological sites, and ancestral places. As reviewed, the application is consistent with respect to LTC Standing Resolutions on reconciliation. Notwithstanding, to provide applicants with awareness regarding unknown archaeological areas, staff forwarded the Islands Trust Chance Find Protocol and the provincial Archaeological Branch guidelines on Heritage Act directly to the applicants with the initial application.

Rationale for Recommendation

Staff is recommending that the resolution on page 1 be supported for the following reasons:

- The rationale for the new roof addition is reasonable;
- The rationale for bringing the existing non-conforming structures into compliance is reasonable;
- The anticipated new impacts on neighbouring properties are minimal.

ALTERNATIVES

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

1. Request further information

The LTC may request further information prior to making a decision. If selecting this alternative, the LTC should 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. Amend and Approve Issuance as Amended

The LTC may opt to amend the proposed permit by adding further restrictions. Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee amend PL-DVP-2025-0216 by adding...

3. Deny the application

The LTC may deny the application. Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee refuse application PL-DVP-2025-0216.

Submitted By:	Bruce Belcher, Planner 2	June 23, 2025
Concurrence:	Robert Kojima, Regional Planning Manager	June 26, 2025

ATTACHMENTS

1. Site Context
2. Maps, Plans, Photographs
3. Applicant's Letter
4. Notice
5. Draft Development Variance Permit

ATTACHMENT 1 – SITE CONTEXT

LOCATION

Legal Description	LOT 12, DISTRICT LOT 96, GALIANO ISLAND, COWICHAN DISTRICT, PLAN 18863
PID	003-787-346
Civic Address	395 Deacon Lane, Galiano Island
Lot Size	0.78 ha

LAND USE

Current Land Use	Residential
Surrounding Land Use	Residential

HISTORICAL ACTIVITY

File No.	Purpose
N/A	-

POLICY/REGULATORY

Official Community Plan Designations	Small Lot Residential (SLR) Development Permit Area 2 – Shoreline and Marine Development Permit Area 5 – Sensitive Ecosystems Development Permit Area 7 – Steep Slope
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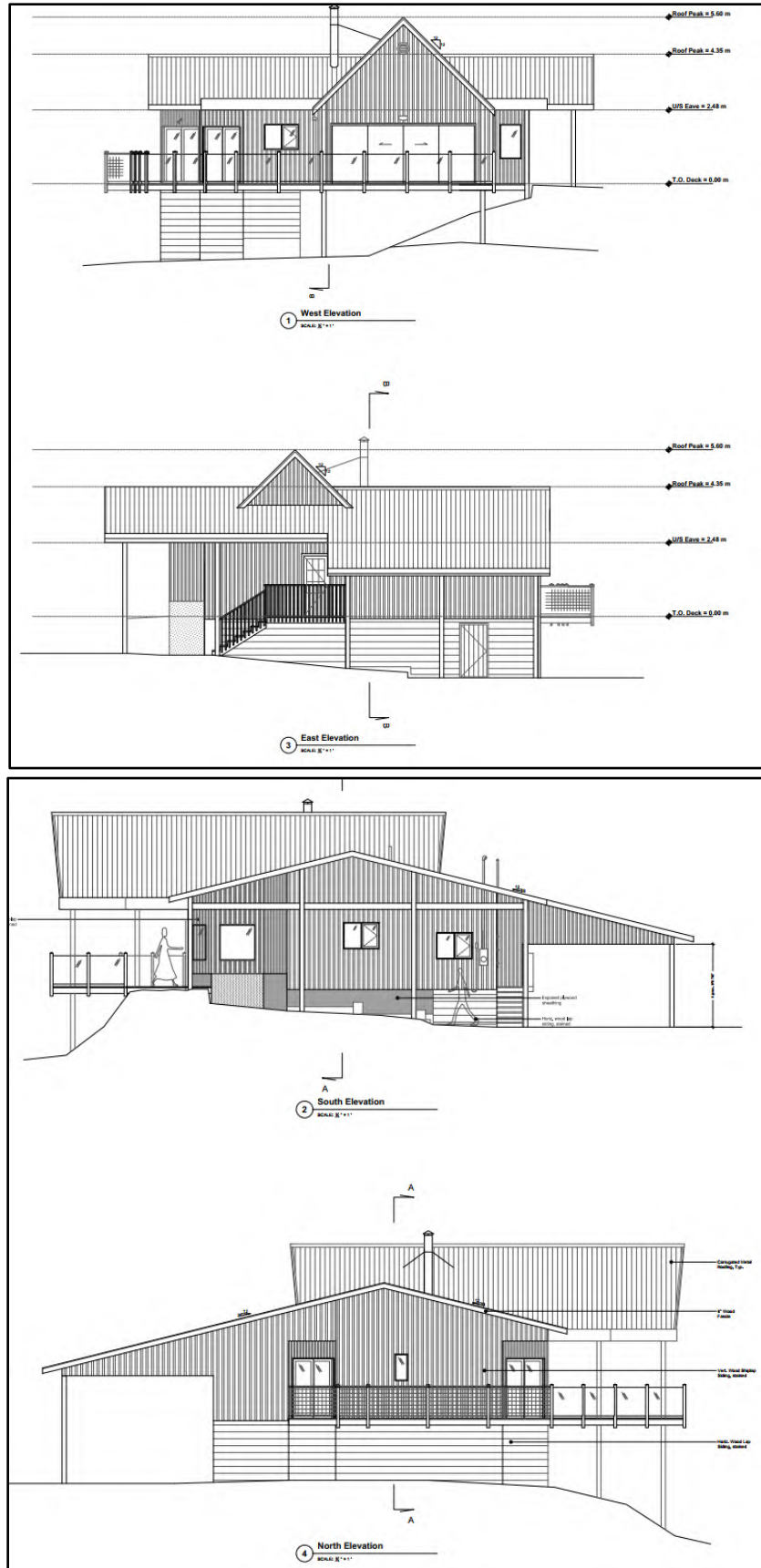
	Development Permit Areas 6/18/2025, 3:51:31 PM ■ DPA 2 - Shoreline & Marine ■ DPA 1 - Riparian ORTHO_2021 ■ DPA 5 - Sensitive Ecosystems • Civic Address ■ Red: Band_1 ■ DPA 7 - Steep Slope Moderate Hazard □ Property Boundaries ■ Green: Band_2 ■ DPA 7 - Steep Slope High Hazard ■ Blue: Band_3 1:2,257 0 100 200 400 ft 0 30 60 120 m Sources: Esri, Maxar, Airbus DS, USGS, NOAA, NASA, CGIAR, N. Robinson, NCEAS, NLS, OS, NMA, Geodatasynthesen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap, and the GIS user community, Esri Community Maps Contributors, Cowichan Valley Islands Trust GIS Dept Esri Community Maps Contributors, Cowichan Valley Regional District, © OpenStreetMap, Microsoft, Esri Canada, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, MET/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, NRCAN, Parks Canada Source: Esri, Maxar, Earthstar Geographics, and
Land Use Bylaw	Small Lot Residential (SLR)
Other Regulations	N/A
Covenants	N/A
Bylaw Enforcement	N/A

SITE INFLUENCES

Islands Trust Conservancy	The application has no considerations for the Islands Trust Conservancy
Regional Conservation Strategy	This application has no considerations for the Regional Conservation Plan.
Species at Risk	N/A
Sensitive Ecosystems	Woodland

	Sensitive Ecosystems  6/18/2025, 3:55:40 PM • Civic Address Property Boundaries Galliano Primary Class Woodland ORTHO_2021 Green: Band_2 Blue: Band_3 Red: Band_1 0 50 100 0 15 30 1:1,128 Esri Community Maps Contributors, Cowichan Valley Regional District, © OpenStreetMap, Microsoft, Esri, Garmin, GeoTechnologies, Inc., METNUSA, USGS, US Census Bureau, USDA, USFWS, NRCAN, Parks Canada Source: Esri, Maxar, Earthstar Geo
Hazard Areas	Moderate – High Risk Steep Slope Hazard  6/18/2025, 3:56:54 PM • Civic Address Property Boundaries Low Risk Moderate Risk High Risk ORTHO_2021 Green: Band_2 Blue: Band_3 Red: Band_1 0 50 100 0 15 30 1:1,128 Esri Community Maps Contributors, Cowichan Valley Regional District, © OpenStreetMap, Microsoft, Esri, Garmin, GeoTechnologies, Inc., METNUSA, USGS, US Census Bureau, USDA, USFWS, NRCAN, Parks Canada Source: Esri, Maxar, Earthstar Geo
Archaeological Sites	Archaeological potential on subject site. Known archaeological site within 100m of the subject site. 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 Heritage Conservation Act. If such material is encountered during development,

	all work should cease and Archaeology Branch should be contacted immediately as a Heritage Conservation Act 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 anticipated increases to GHG emissions through development.
Shoreline Classification	Coastal Banks or Bluffs Coastline Type 6/18/2025, 4:03:22 PM Legend: - Civic Address - Property Boundaries - Coastline Type - Coastal Banks or Bluffs - ORTH0_2021 - Red: Band_1 - Green: Band_2 - Blue: Band_3 Scale: 0 50 100 200 ft / 0 15 30 60 m 1:1,128 Islands Trust GIS Dept
Shoreline Data in TAPIS	Sea Cliff Shoreline Type 6/18/2025, 4:03:58 PM Legend: - Civic Address - Property Boundaries - Shoreline Type (Islands Trust) - Sea Cliff - ORTH0_2021 - Red: Band_1 - Green: Band_2 - Blue: Band_3 Scale: 0 50 100 200 ft / 0 15 30 60 m 1:1,128 Islands Trust GIS Dept



2.4 PHOTOS



EXISTING DECK AND DWELLING, PROPOSED ROOF ADDITION LOCATION





NORTH SIDE OF DWELLING AND DECK LOOKING EAST



EXISTING DECK AND DWELLING, LOOKING NORTH



EXISTING DECK AND DWELLING, LOOKING NORTH



WATER TANKS, LOOKING NORTH



ACCESSORY CABIN, LOOKING WEST



ACCESSORY CABIN, LOOKING NORTH



HOT TUB AND LOWER-LEVEL DECK, LOOKING NORTH-WEST





EXISTING STAIRS AND LOWER LANDING, LOOKING SOUTH



WOOD STORAGE SHED AND CONTAINER, LOOKING WEST



WOOD STORAGE SHED AND CONTAINER, LOOKING SOUTH

395 Deacon Lane

Application

We are requesting permission of changing our existing roofline so it will allow additional roof coverage surrounding the perimeter of our home.

This coverage would provide protection to our home from the environmental elements of rain, sun exposure and wind.

The Summer Heat comes in conjunction with higher/longer summer temperatures breakdown the siding and two pane windows. Causing winter months to be less efficient with indoor heating.

The Winter rain/wind pelts the home creating constant wet/damp exterior walls.

The roofline extension would create much needed shade during those hot months and protect the building from the wind/rain in the Winter months.

The square footage of the interior building will not change.

To Whom it May concern:

Address: 395 Deacon Lane

This letter confirms the upper deck, middle deck and bottom deck with the stairs were built in 1971.

The raised concrete pad at the lower deck was constructed and completed in 1971 by Mr. Frank Basarab.

[REDACTED]

Mr D. Basarab

[REDACTED]

Mr M. Marston (Witness)

JUNE 13 2023
Date



NOTICE
PLDVP20250216

Attachment 4

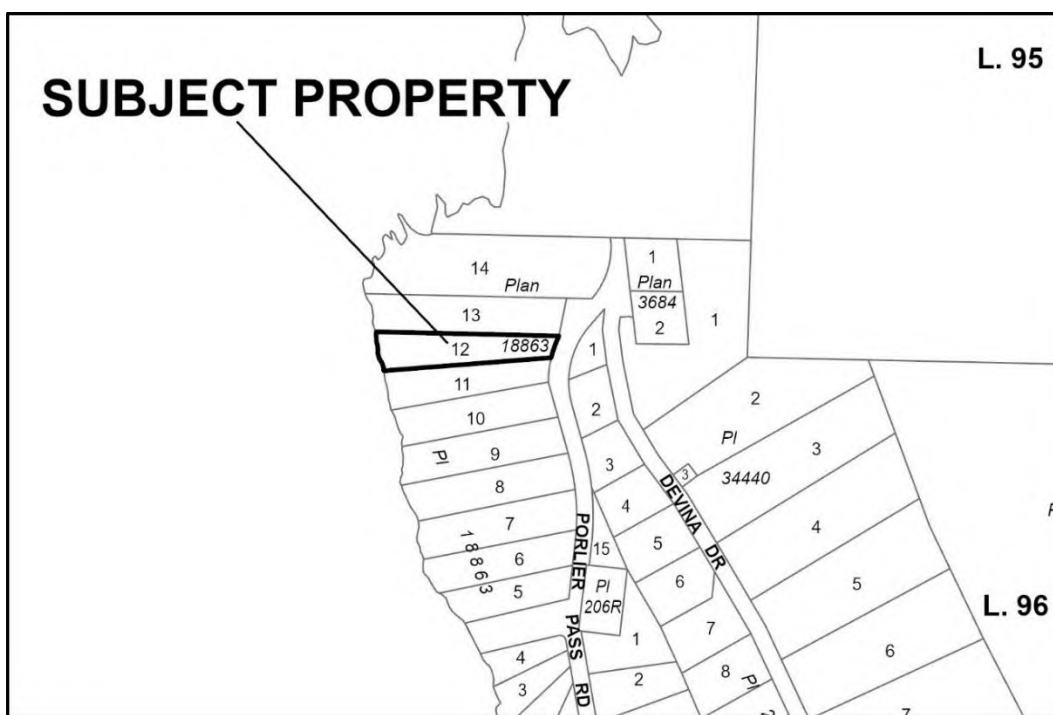
GALIANO ISLAND LOCAL TRUST COMMITTEE

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

- Relaxing the setback from the natural boundary of the sea to permit the siting of a new roof structure and legalize the siting of an existing deck, hot tub, and landing structure.
- Relaxing the setback from the interior side lot line to legalize the siting of an existing accessory cabin building, wood storage structure, storage container, and water storage tanks.

The property is located at **395 Deacon Lane** and is legally described as LOT 12, DISTRICT LOT 96, GALIANO ISLAND, COWICHAN DISTRICT, PLAN 18863 (PID: 003-787-346).

The general location of the subject property 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 **June 13, 2025** and continuing up to and including **June 26, 2025**.

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 Galiano Island.

Enquiries or comments should be directed to Bruce Belcher, Planner 2 at (250) 405-5179, 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: southinfo@islandstrust.bc.ca before 4:30 pm, **June 26, 2025**.

The Galiano Island Local Trust Committee may consider a resolution allowing for the issuance of the permit during the regular business meeting starting at **1:00 p.m.** on **July 8, 2025**, to be held at the **Galiano North Community Hall**, 22790 Porlier Pass Road, Galiano Island.

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

Jas Chonk, Deputy Secretary 39

To: Terry Bottomley & Mike Marston
c/o Dave Koster

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

LOT 12, DISTRICT LOT 96, GALIANO ISLAND, COWICHAN DISTRICT, PLAN 18863
(PID: 003-787-346)

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

- a) Subsection 2.14 which states that *buildings and structures must be sited at least 7.5 metres from the natural boundary of the sea* is varied to permit the siting of:
- i. The construction of a roof structure within 4.78 metres of the natural boundary of the sea;
 - ii. The existing deck structure within 4.78 metres of the natural boundary of the sea;
 - iii. The existing lower-level deck structure and hot tub within 3.43 metres of the natural boundary of the sea;
 - iv. The existing upper landing structure within 0.0 metres of the natural boundary of the sea.
- b) Subsection 5.3.8.2 which states that *buildings and structures must be sited at least 6 metres from each interior side lot line* is varied to permit the siting of:
- i. The existing accessory cabin building within 4.23 metres of the interior side lot line;
 - ii. The existing covered wood storage structure within 1.14 metres of the interior side lot line;
 - iii. The existing storage container within 0.99 metres of the interior side lot line;
 - iv. The existing water storage tanks located within 0.75 metres of the interior side lot line.

The development shall be consistent with Schedule 'A' and 'B' 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 (2 YEARS FROM DATE OF ISSUANCE)] THIS PERMIT AUTOMATICALLY LAPSES.

DATE OF MEETING: July 8, 2025
TO: Galiano Island Local Trust Committee
FROM: Bruce Belcher, Planner 2
Southern Team
COPY: Robert Kojima, Regional Planning Manager
SUBJECT: PL-DVP-2025-0226
Applicant: Steve Engh
Location: 202 Steward Drive, Galiano Island

RECOMMENDATION

1. That the Galiano Island Local Trust Committee approve issuance of PL-DVP-2025-0226

REPORT SUMMARY

The purpose of this report is to consider a Development Variance Permit (DVP) to relax the natural boundary setback requirement to permit an addition to an existing community dock.

RATIONALE FOR VARIANCE

The applicant's rationale for increasing the footprint within the setback to the natural boundary of the sea is to enable the addition of an accessible ramp built with the correct slope to meet the wheel chair code and allow the community members experiencing mobility issues to safely use the community dock.

BACKGROUND

The variance application is following a Preliminary Plan Review completed by Islands Trust staff which identified that the addition to the dock would require a variance to the Galiano Island Land Use Bylaw No. 127, 1999 (LUB) for the new portion of the structure within the 7.5 metre setback from the natural boundary of the sea.

The specific variance to the LUB is as follows:

- a) Subsection 2.14 which states that buildings and structures must be sited at least 7.5 metres from the natural boundary of the sea is varied to permit the addition to an existing dock within 0.0 metres of the natural boundary of the sea.

The subject lot is located at 202 Steward Drive within the Phillimore Point Improvement District. The parcel is zoned Utility Service (U), while the foreshore and water adjacent to the property is zoned Marine Service (MS) which permits docks, floats, wharves, piers, ramps and walkways. The dock has a License of Occupation for the use of dock within the aquatic crown land. The only use of the property is for the community dock.

The proposed dock addition is within Development Permit Area 2 – Shoreline and Marine, and Development Permit Area 7 – Steep Slope. Staff concluded that a development permit would not be required for the new addition since the work would not involve any land alteration and would be built on an existing concrete foundation. Any further construction resulting in land alteration would need to be reviewed to determine if a development permit is required.

A copy of the notice and proposed permit PL-DVP-2025-0226 are included with this report as Attachment 4 and 5. The applicant has provided a letter explaining their rationale for the variance application included as Attachment 3. Photos of the site submitted by the applicant are included as Attachment 2.

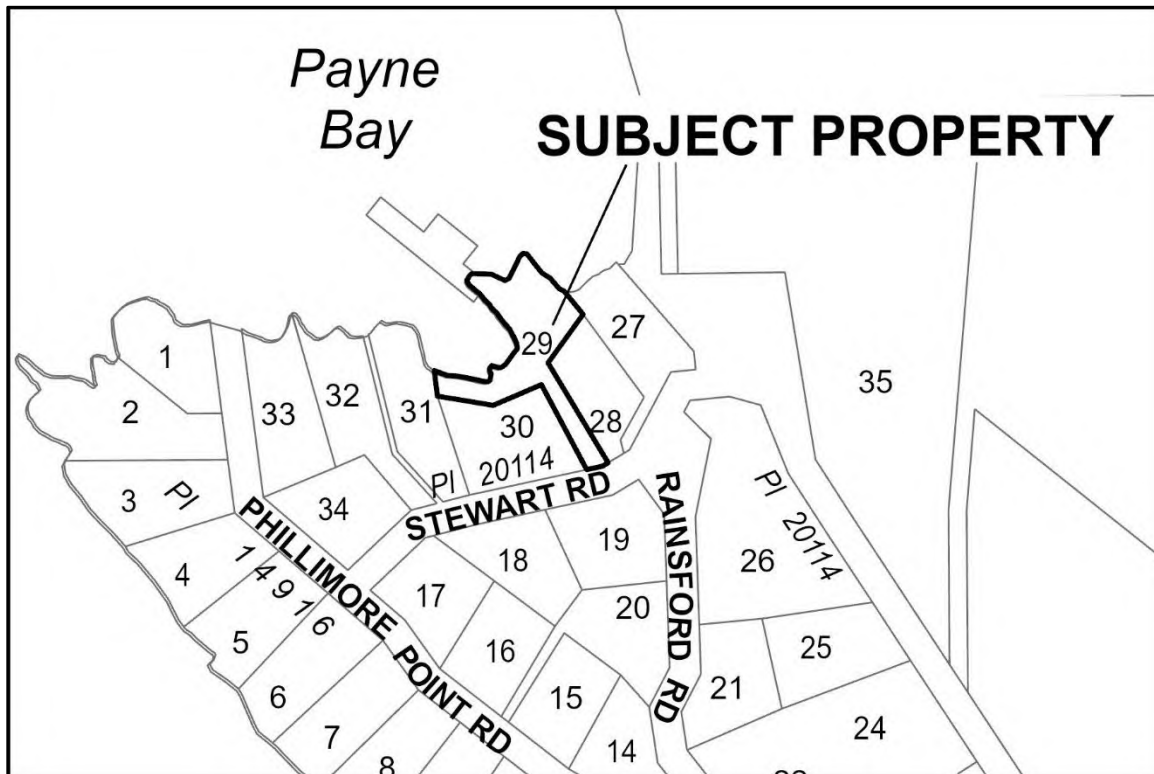


Figure 1: Subject Property Location

ANALYSIS

Intent of Regulations being varied

The overall purpose of the setback regulations for the natural boundary of the sea includes the following:

- Ensuring that buildings and structures are located outside of environmentally sensitive areas;
- Protecting views, scenic areas, and distinctive features contributing to the overall visual quality and scenic value of the Trust Area;
- Limiting the natural hazards related to development along the shoreline;
- Establishing certainty and consistent development patterns.

Potential impacts of granting to 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.

If the variance is approved the anticipated new impacts on neighbouring properties is considered to be minimal since the new dock addition would remain consistent with the existing dock. The new impacts on the foreshore and shoreline are also considered to be minimal due to no new ground disturbance taking place and the dock being built on existing concrete pilings.

Circulation

The draft permit was circulated to surrounding property owners and residents on June 13, 2025. The notification period will end on June 26, 2025.

At the time of writing there has been no correspondence received for this application. Any comments received following the notification period will be forwarded to the Local Trust Committee and reported at the meeting.

First Nations

There is a known archaeological site on the property and within the building envelope for the proposed dock addition. Staff forwarded the Islands Trust Chance Find Protocol and the provincial Archaeological Branch guidelines on Heritage Act directly to the applicants with the initial application.

Rationale for Recommendation

Staff is recommending that the resolution on page 1 be supported for the following reasons:

- The rationale for the new dock addition is reasonable;
- The new addition would have minimal new impacts on neighbouring properties and the shoreline;

ALTERNATIVES

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

1. Request further information

The LTC may request further information prior to making a decision. If selecting this alternative, the LTC should 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. Amend and Approve Issuance as Amended

The LTC may opt to amend the proposed permit by adding further restrictions. Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee amend PL-DVP-2025-0226 by adding...

3. Deny the application

The LTC may deny the application. Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee refuse application PL-DVP-2025-0226.

Submitted By:	Bruce Belcher, Planner 2	June 23, 2025
Concurrence:	Robert Kojima, Regional Planning Manager	June 26, 2025

ATTACHMENTS

1. Site Context
2. Maps, Plans, Photographs
3. Applicant's Letter
4. Notice
5. Draft Development Variance Permit

ATTACHMENT 1 – SITE CONTEXT

LOCATION

Legal Description	LOT 29, DISTRICT LOT 23, GALIANO ISLAND, COWICHAN DISTRICT, PLAN 20114
PID	003-662-993
Civic Address	202 Steward Drive, Galiano Island
Lot Size	0.51 ha

LAND USE

Current Land Use	Community Dock
Surrounding Land Use	Residential

HISTORICAL ACTIVITY

File No.	Purpose
GL-CL-2015.2	To amend existing lease to a License of Occupation to access community dock for water access properties on Philimore Point.

POLICY/REGULATORY

Official Community Plan Designations	Utility (U) Marine Service (MS) – adjacent to property Development Permit Area 2 – Shoreline and Marine Development Permit Area 7 – Steep Slope
--------------------------------------	--

	Development Permit Areas 6/23/2025, 12:09:55 PM ■ DPA 7 - Steep Slope High Hazard ■ DPA 7 - Steep Slope Moderate Hazard ■ DPA 5 - Sensitive Ecosystems ■ DPA 4 - Elevated Groundwater Catchment Areas ■ DPA 2 - Shoreline & Marine ● Civic Address □ Property Boundaries ■ Red: Band_1 ■ Green: Band_2 ■ Blue: Band_3 ORTHQ_2021 Scale: 0 0.02 0.04 0.07 mi / 0 0.03 0.06 0.11 km 1:2,257 Sources: Esri, Maxar, Airbus DS, USGS, NOAA, NASA, IGNAR, N. Robinson, NCEAS, NLS, OS, NMA, GeoDataScience, ERI, GeoDataScience, GSA, GeoData, FEMA, Intermap, and the GIS user community, Esri Community Maps Contributors, WA State Parks GIS, Esri Islands Trust GIS Dept
Land Use Bylaw	Utility Service (U)
Other Regulations	N/A
Covenants	N/A
Bylaw Enforcement	N/A

SITE INFLUENCES

Islands Trust Conservancy	The application has no considerations for the Islands Trust Conservancy
Regional Conservation Strategy	This application has no considerations for the Regional Conservation Plan.

Shoreline and Slope Hazards



6/23/2025, 12:18:31 PM

Ortho_2021

0 0.02 0.04 0.07 mi

0 0.03 0.06 0.11 km

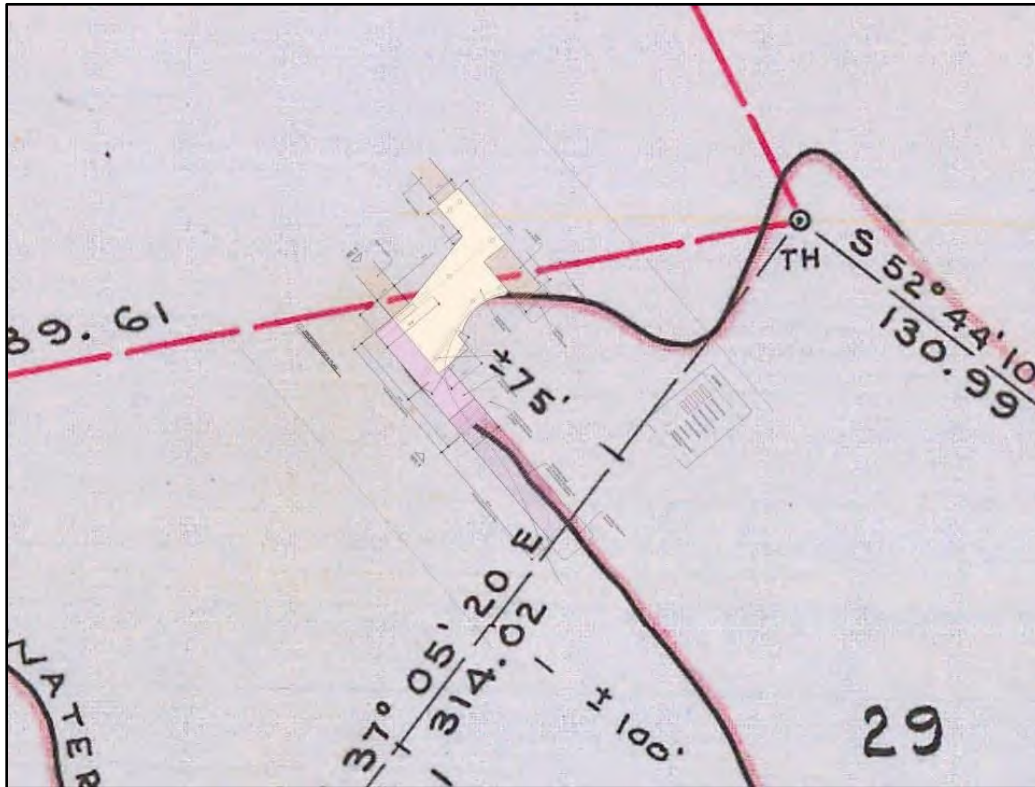
Sources: Esri, Maxar, Airbus DS, USGS, NOAA, NASA, CGIMR, N, Potomac, NCEAS, NCS, DIA, NMA, Geobase/Intertek, Rijksdienst/RS, GSA, Geoland, FEMA, Intermap, and the GIS user community, Esri Community Maps Contributors, WA State Parks GIS, ©

Islands Trust GIS Dept

Esri Community Maps Contributors, WA State Parks GIS, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc. METINASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, USFWS, NRCan, Parks Canada | Source: Esri, Maxar, Earthstar

ATTACHMENT 2 – MAPS, PLANS, DRAWINGS, PHOTOGRAPHS

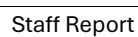
2.1 SITE PLAN



2.2 SURVEY

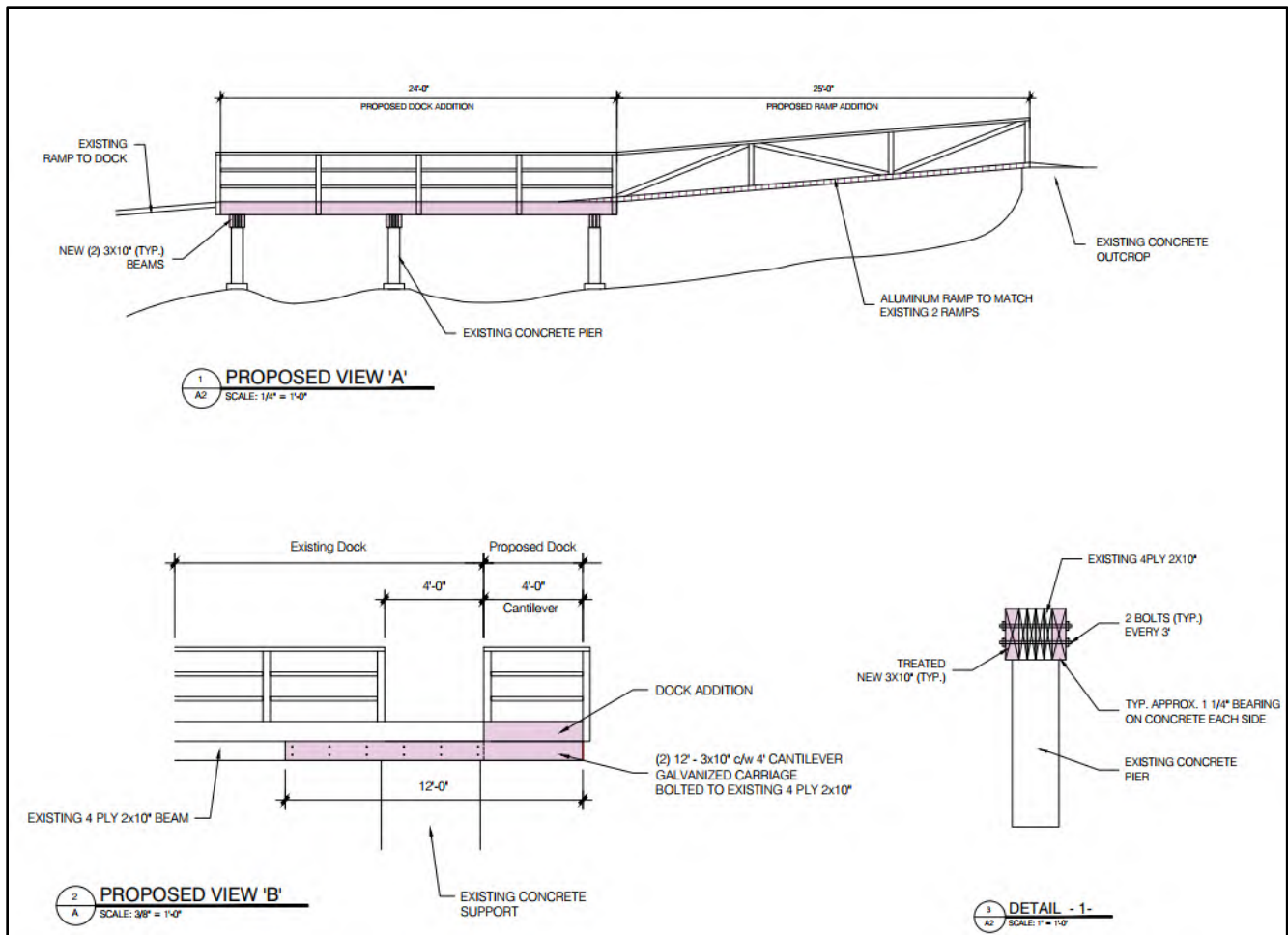


Islands Trust



Islands Trust





2.4 PHOTOS



EXISTING CONCRETE PILING



EXISTING CONCRETE PILING AND DOCK



Attachment 3

Project Narrative:

Phillimore Point Improvement District (PPID) is a boat access only off grid community of 32 properties. We are an Improvement District which is governed by the Province of BC and has three elected trustees who take care of the Districts financial and operational affairs.

Our ownership group have mostly been involved for many, many years with very little turn over of property ownership. Because of this demographic we have owners and guests who are experiencing mobility issues. Currently, we also have two owners who are restricted to wheels chairs.

Our dock which is critical to the community is not set up to accommodate wheels chairs and has a short very steep ramp to get onto the community owned lot. We call this LOT 29. We have engaged Lighthouse Construction out of Delta BC who specialize to accessibility solutions to design a ramp from our upper dock to lot 29. This new ramp will be a the correct slope to meet wheel chair code.

Our current dock ramp is also becoming a challenge for the elderly owners as it is too steep even to walk up for many of them.

The new ramp will replace a “ boardwalk” that was in place a number of years ago. We do not need to add any footings, we do not need to add and concrete at all as all the footings and a large concrete pad as a landing are already in place. There will be no disruption to the shore line.

Please approve this new ramp to help our ownership group continue to enjoy this very unique community.

Steve Engh
PPID Trustee, Treasurer

Rob Ashburner
PPID Trustee, President

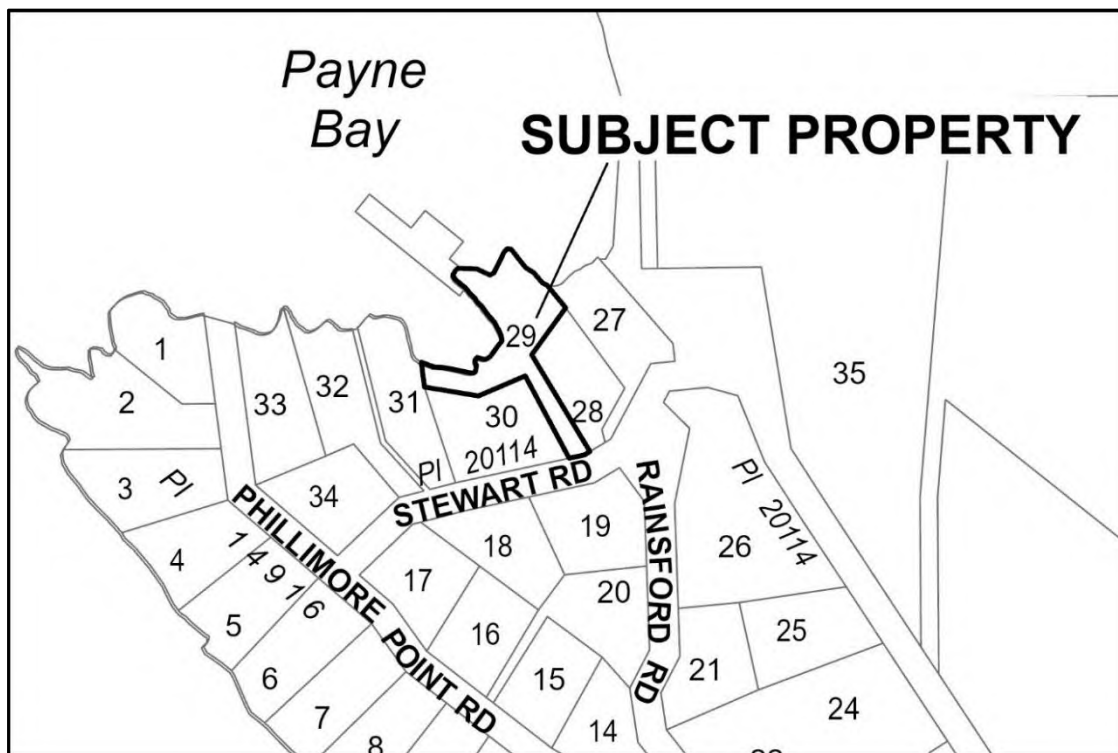
Mary Greenwood
PPID Trustee

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

- Relaxing the setback from the natural boundary of the sea from 7.5 to 0.0 metres for the new addition to an existing community dock.

The property is located at **202 Steward Drive** and is legally described as LOT 29, DISTRICT LOT 23, GALIANO ISLAND, COWICHAN DISTRICT, PLAN 20114 (PID: 003-662-993).

The general location of the subject property 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 **June 13, 2025** and continuing up to and including **June 26, 2025**.

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 Galiano Island.

Enquiries or comments should be directed to Bruce Belcher, Planner 2 at (250) 405-5179, 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: southinfo@islandstrust.bc.ca before 4:30 pm, **June 26, 2025**.

The Galiano Island Local Trust Committee may consider a resolution allowing for the issuance of the permit during the regular business meeting starting at **1:00 p.m.** on **July 8, 2025**, to be held at the **Galiano North Community Hall**, 22790 Porlier Pass Road, Galiano Island.

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



PROPOSED
GALIANO ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
PLDVP20250226

Attachment 5

To: Philimore Point Improvement District
c/o Steve Engh

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

LOT 29, DISTRICT LOT 23, GALIANO ISLAND, COWICHAN DISTRICT, PLAN 20114
(PID: 003-662-993)

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

- a) Subsection 2.14 which states that *buildings and structures must be sited at least 7.5 metres from the natural boundary of the sea* is varied to permit the addition to an existing dock within 0.0 metres of the natural boundary of the sea.

The development shall be consistent with Schedules 'A' and 'B' 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].

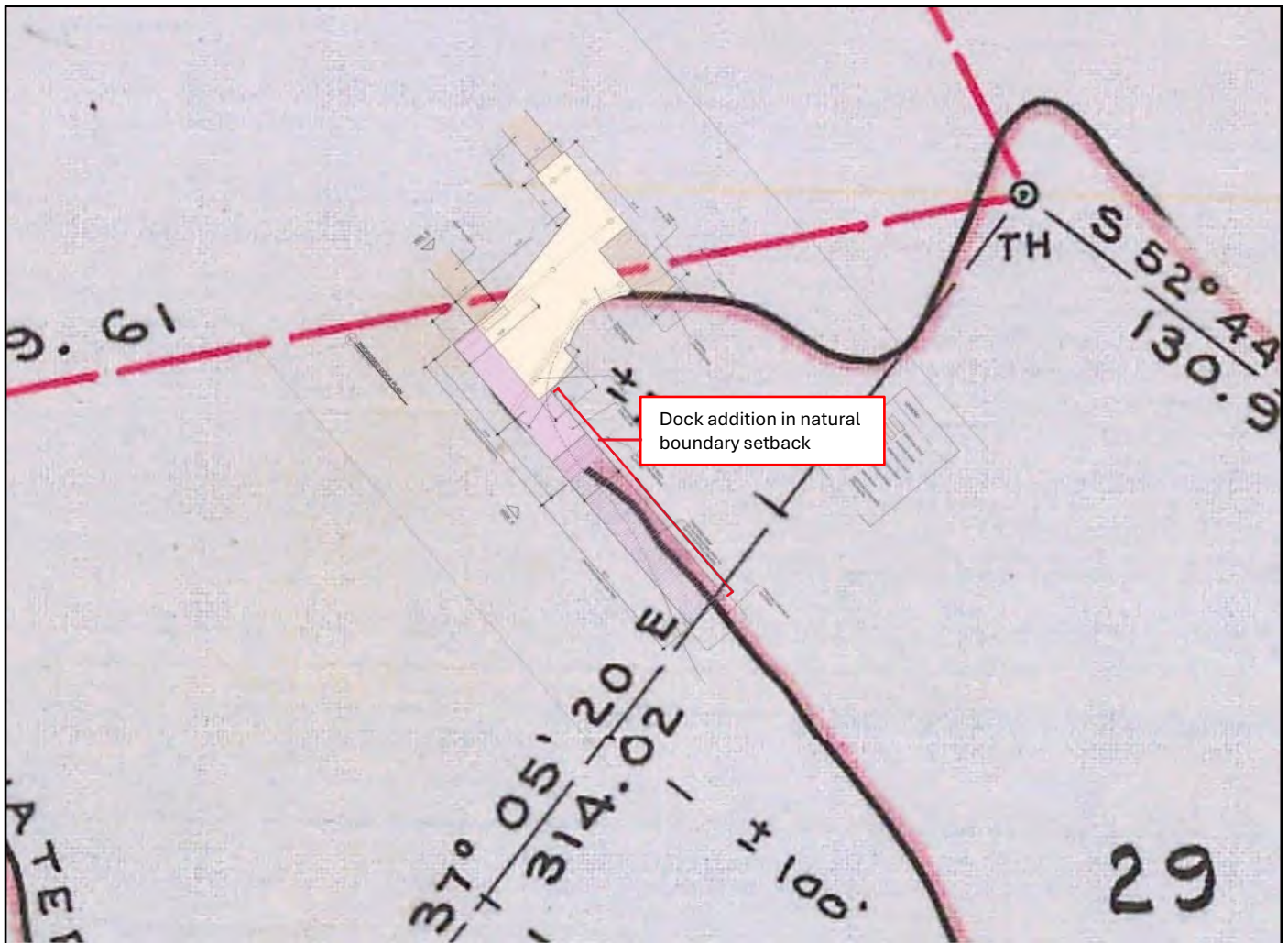
Deputy Secretary, Islands Trust

Date of Issuance

IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE ##th DAY OF [MONTH], [YEAR (2 YEARS FROM DATE OF ISSUANCE)] THIS PERMIT AUTOMATICALLY LAPSES.

GALIANO ISLAND LOCAL TRUST COMMITTEE
PLDVP20250226

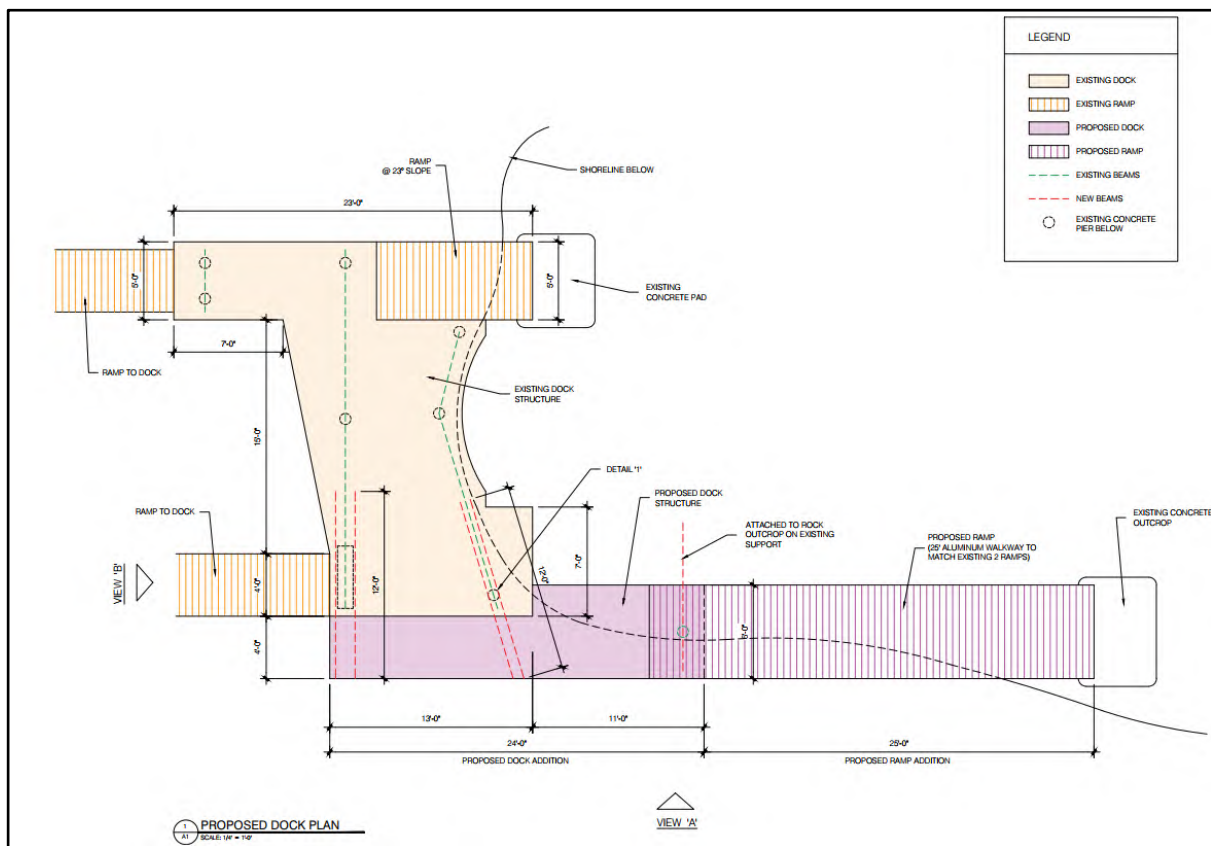
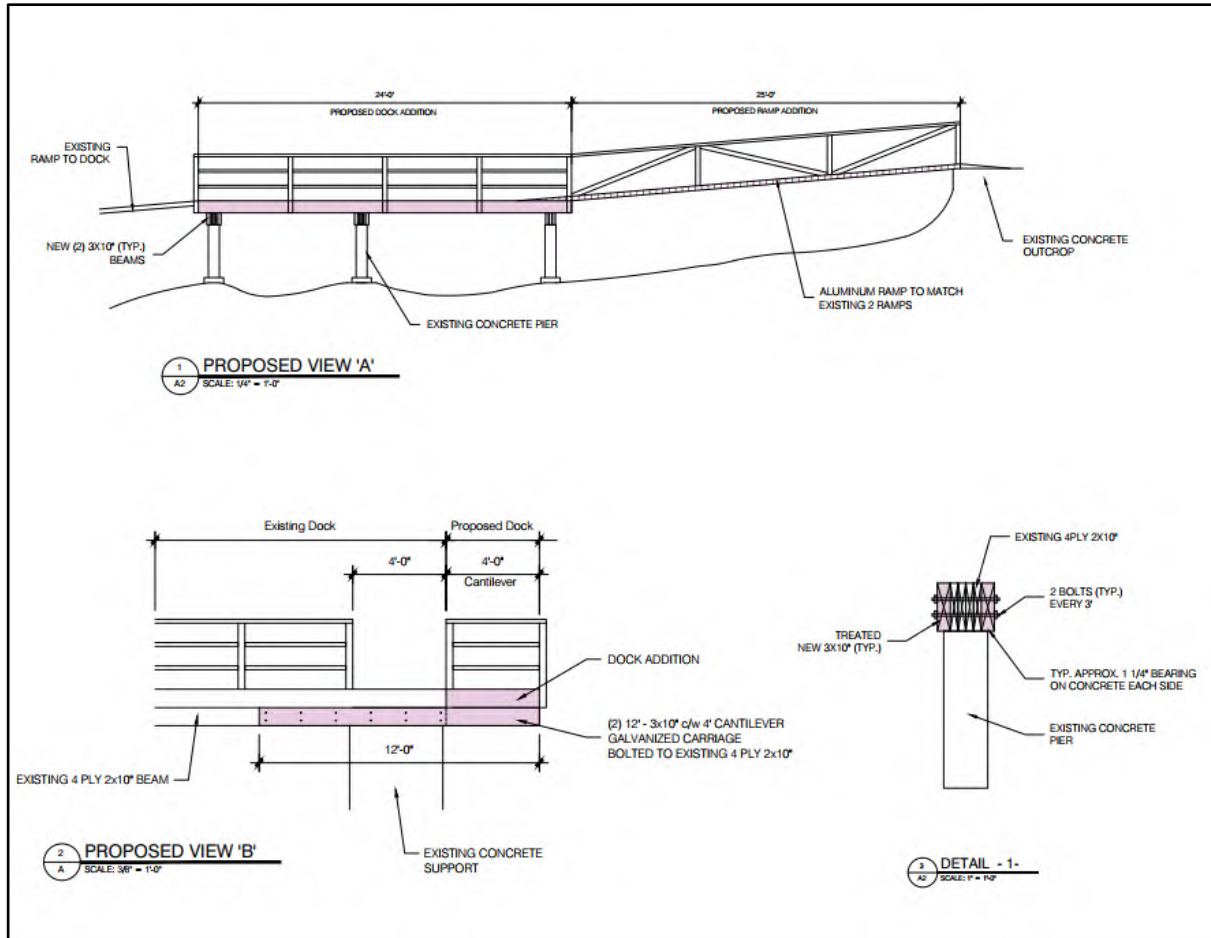
SCHEDULE 'A'



GALIANO ISLAND LOCAL TRUST COMMITTEE

PLDVP20250226

SCHEDULE 'B'



DATE OF MEETING: July 8, 2025
TO: Galiano Island Local Trust Committee
FROM: Bruce Belcher, Planner 2
Southern Team
COPY: Robert Kojima, Regional Planning Manager
SUBJECT: PL-TUP-2025-0206
Applicant: Danica Berginc
Location: 1904 Georgeson Bay Road, Galiano Island

RECOMMENDATION

1. That the Galiano Island Local Trust Committee approve issuance of PL-TUP-2025-0206

REPORT SUMMARY

The purpose of this report is to consider a renewal Temporary Use Permit (TUP) for a contractor yard.

BACKGROUND

The TUP for the contractor yard use was issued for the property in 2022 (GL-TUP-2022.1) for three (3) years. The staff report and attachments for the initial application are available as part of the September 6, 2022 LTC agenda package (pp. 52-73) available here: <https://islandstrust.bc.ca/document/galiano-regular-meeting-cim-public-hearing-agenda/>

The renewal would allow the contractor yard use to continue for another three years with the same operational conditions as were originally approved in the 2022 permit. Since original permit was issued, staff have not received any complaints regarding the use of the property. There have been no changes since the 2022 permit was issued. The applicant's intention is to continue with the same use for an additional three years.

At the Galiano Regular Meeting on September 6, 2022 the LTC approved issuance of the permit after amending the permit by adding the following conditions:

- i. The storage of all permitted heavy machinery and equipment shall include a suspended drip system (consisting of grommated canvas squares suspended beneath the engines and lined with absorbent pads).
- ii. The storage of any fuels, hydrocarbons, chemicals and hazardous materials is prohibited.
- iii. An emergency spill kit shall be provided in the TUP Area.

- iv. All permitted equipment and materials shall be removed from the site by the date of the expiry of this permit. The removal of fencing is not a condition of this permit.
- v. The fence be located on the inside perimeter of the existing treeline.
- vi. The weekday operating hours be amended to be from 7am-5pm.
- vii. The weekend hours be amended to be from 8am-5pm on Saturdays, Sundays and holidays.
- viii. The maximum volume of aggregates and solid materials at any one time will be limited to 305 m³(400 yards³).
- ix. that the maximum gross vehicle weight of any vehicle shall be limited to 10,000 kg on Saturdays, Sundays and holidays.

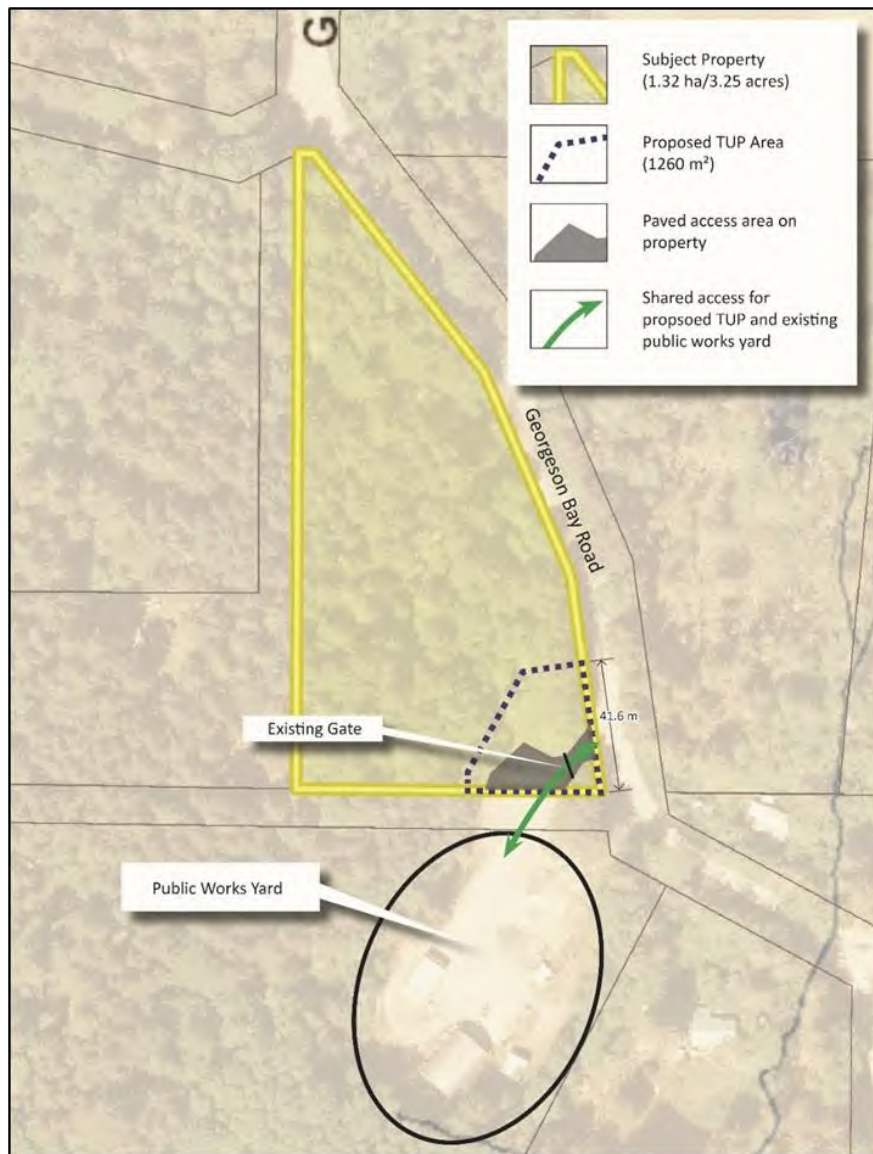


Figure 1: Subject Property Location and Context

Staff completed a site visit of the property on June 19th, 2025. Photos of the site are included as Attachment 2.

ANALYSIS

Official Community Plan:

The property is designated as **RR – Rural Residential** in the Galiano Island Official Community Plan (OCP) Bylaw 108. Relevant Rural Residential OCP Policy is:

1.4 a) The principal use shall be residential

A residential use has not been established on the subject property.

Development Permit Area 7 – Steep Slope (Moderate Hazard) is designated on the property. The proposed development is outside of the designated area of DPA 7.

Land Use Bylaw:

The property is zoned as **Rural Residential (RR)** in the Galiano Island LUB. Issuance of the TUP would permit the uses to be initiated in compliance with the LUB.

TUP Conditions:

The TUP conditions have the objective to ensure that the use does not have an unreasonable impact on the local area, and, in the event it does, provide the ability to enforce compliance of the TUP.

The proposed permit is included as Attachment 2. As a renewal, the permit can either be approved or denied, not altered.

Rationale for Recommendation

Staff is recommending that the resolution on page 1 be supported for the following reasons:

- There have been no complaints about the contractor yard use since the TUP was issued in 2022;
- The permit provides conditions consistent with OCP guidelines to ensure that the use does not have an unreasonable impact on the local area, and, in the event it does, there is the ability to enforce compliance with the TUP.

ALTERNATIVES

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

1. Renew for a different time period

The LTC may opt to approve the renewal for a shorter period. Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee approve renewal application PL-TUP-2025-0206 for a period of _____ year(s).

2. Request further information

The LTC may request further information prior to making a decision. If selecting this alternative, the LTC should 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 for renewal application PL-TUP-2025-0206 submit to the Islands Trust the following _____.

3. Deny the application

The LTC may deny the application. Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee refuse renewal application PL-TUP-2025-0206.

Submitted By:	Bruce Belcher, Planner 2	June 23, 2025
Concurrence:	Robert Kojima, Regional Planning Manager	June 26, 2025

ATTACHMENTS

1. Site Context
2. Site Photos
3. Draft Permit PL-TUP-2025-0206

ATTACHMENT 1 – SITE CONTEXT

LOCATION

Legal Description	Lot 4, District Lot 1, Galiano Island, Cowichan District, Plan 2418
PID	006-549-462
Civic Address	Georgeson Bay Road (no civic address)
Lot Size	1.32 ha (3.25 acres)

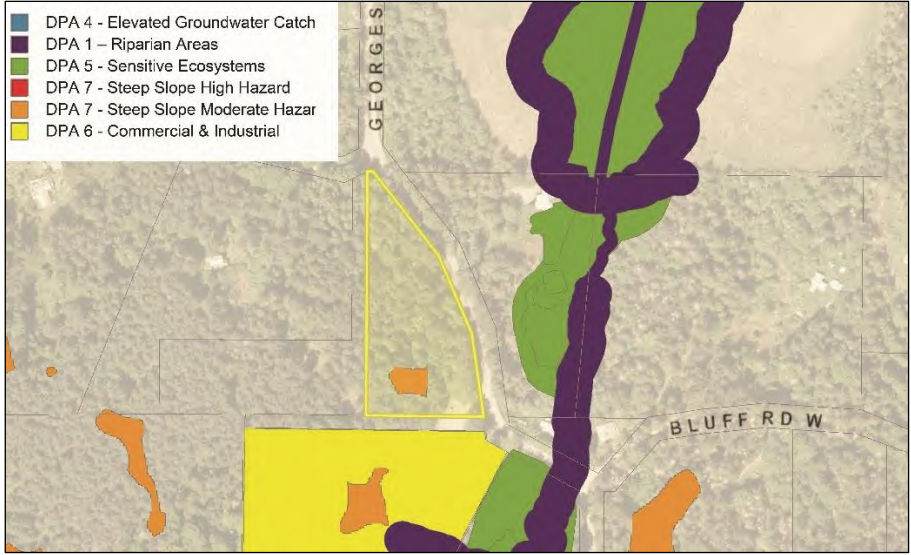
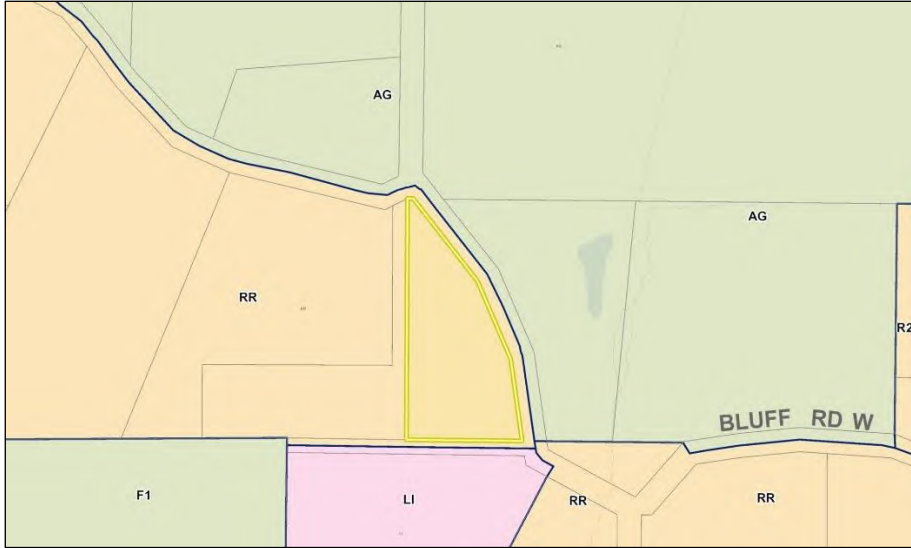
LAND USE

Current Land Use	Rural Residential (Vacant Land)
Surrounding Land Use	Rural Residential (west and south east); Agricultural (north and east); Light Industrial (south)  <i>Orthophoto</i>

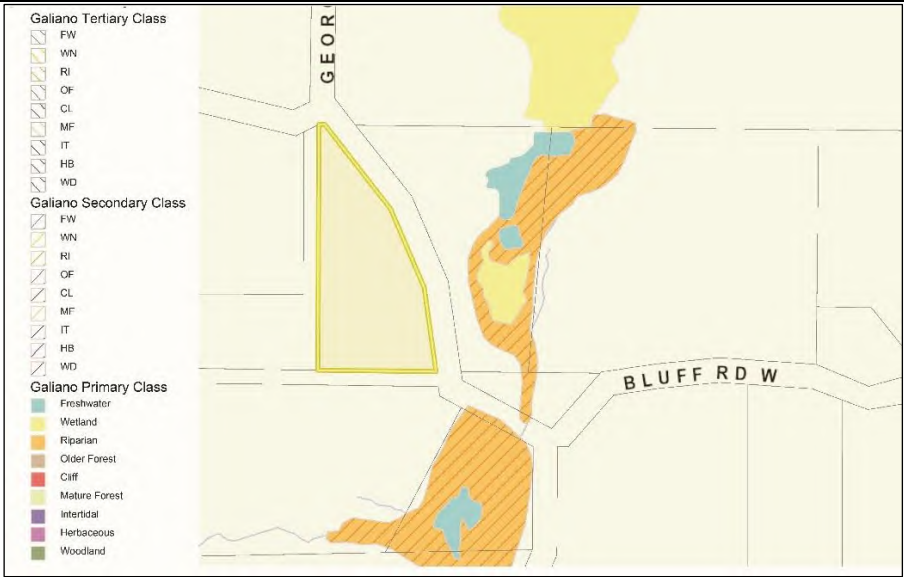
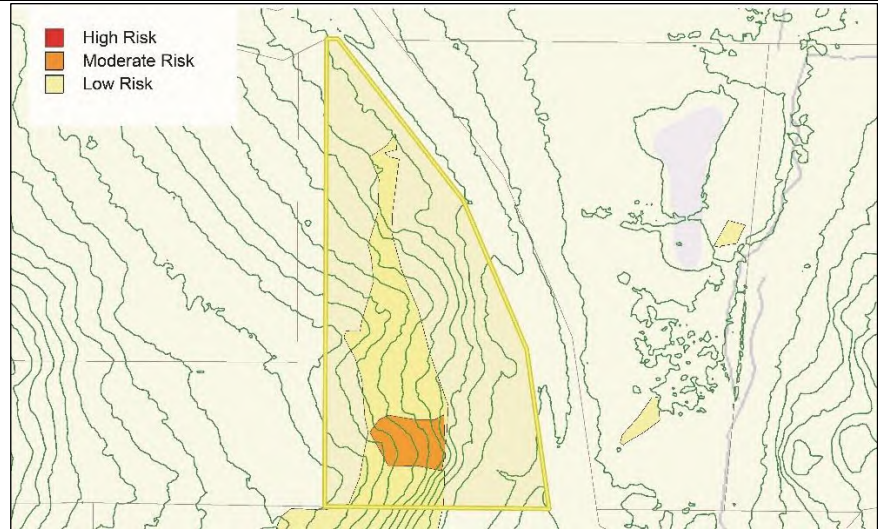
HISTORICAL ACTIVITY

File No.	Purpose
GL-SUB-2005.3	
GL-TUP-2022.1	Temporary Use Permit for works yard
PL-BP-2024-0137	New single-family dwelling

POLICY/REGULATORY

Official Community Plan Designations	Galiano Island OCP No. 108, 1995 Designations RR - Rural Residential; Development Permit Areas: DPA 7 (Moderate) - N/A DPA 4 - Elevated Groundwater Catch DPA 1 – Riparian Areas DPA 5 - Sensitive Ecosystems DPA 7 - Steep Slope High Hazard DPA 7 - Steep Slope Moderate Hazard DPA 6 - Commercial & Industrial  <i>Development Permit Areas Mapping</i>
Land Use Bylaw	Galiano Island LUB No. 127, 1999: Rural Residential (RR) 

SITE INFLUENCES

Islands Trust Conservancy	There are no Conservancy covenants or properties in the direct area; therefore The proposal does not impact the ITC and no referral has been made.
Regional Conservation Strategy	The proposal does not impact the objectives and priorities of the Islands Trust Conservancy regional conservation plan.
Species at Risk	None on TAPIS
Sensitive Ecosystems	 <i>Sensitive Ecosystem Mapping</i>
Hazard Areas	 <i>Steep Slope Hazard Mapping</i>
Archaeological Sites	Remote Access to Archaeological Data (RAAD) information indicates there are no archaeological sites on the property nor are there areas of high archaeological potential mapped on the property. Notwithstanding, the applicant has been sent the Islands Trust Chance Find Protocol and provincial guidance on archaeological sites. By copy of this report, the owners and applicant should be aware that there 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. The applicant has also been sent the Islands Trust Chance Find Protocol and provincial guidance on archaeological site
Climate Change Adaptation and Mitigation	The development proposal would have nominal impacts on GHG emissions. The nature of the development and elevation level would expose it limited impacts of climate change.

ATTACHMENT 2 – SITE PHOTOS



CONTRACTOR YARD EXISTING CONDITION, LOOKING NORTH AND NORTH-EAST





CONTRACTOR YARD EXISTING CONDITION, LOOKING EAST



**GALIANO ISLAND LOCAL TRUST COMMITTEE
TEMPORARY USE PERMIT
PLTUP20250206
Renewal of GL-TUP-2022.1**

Lot 4, Plan 2418 (Georgeson Bay Road)

To: Stuart John Callison
c/o Danica Berginc, Galiano Septic Ltd

1. This Permit applies to the land described below:

That portion of:

Lot 4, District Lot 1, Galiano Island, Cowichan District, Plan 2418
(PID: 006-549-462)

indicated as 'Temporary Use Area' on Schedules 'A' and 'B' attached to and forming part of this permit.

2. This Permit is issued for the purpose of permitting the owner to conduct the following use on their property:
- a) A contractor's yard for the outdoor storage of aggregates (crushed stone, gravel and sand), soils and mulch, and vehicles, equipment and machinery associated with a septic disposal installation business;
 - b) The siting of two (2) buildings for office and/or storage of tools and supplies necessary for, and accessory to, the septic disposal installation business; and,
 - c) The processing of aggregates, soils and mulch, not to include crushing or washing.
3. The uses shall be carried on subject to the following conditions:
- a) The buildings permitted in Section 2 (above) is limited to a maximum of two (2) with a combined floor area of 30 m² (322 ft²) and a maximum height of 5.0 m (16.4 ft.);
 - b) With the exception of vehicular access, all uses permitted in Section 2 (above) shall be limited to the specific portion of the Temporary Use Area defined by a minimum 15 m setback from any lot line and indicated as 'Storage, Parking and Building Area' on Schedule 'B';
 - c) The hours of operation for the use, including any loading, unloading and/or movement of any truck, motor vehicle, trailer or equipment shall be limited to between the hours of 7:00 a.m. to 5:00 p.m. daily, except for Saturdays, Sundays or Holidays when it shall be limited to between the hours of 8:00 a.m. to 5 p.m.;
 - d) Any loading, unloading and/or movement of any truck, motor vehicle, trailer or equipment shall be limited to vehicles with a maximum of 10,000 kg gross vehicle weight (GVW) on Saturdays, Sundays or Holidays;

- e) The maximum volume of aggregates and soils materials stored at any one time shall be limited to 305 m³(400 yd³);
 - f) Stored aggregates and soils shall be covered with secured tarps in good condition to prevent leachates caused by rainfall;
 - g) Dust control measures shall be implemented to prevent impacts on neighbouring properties;
 - h) The maximum number of vehicles, equipment and machinery is limited as follows:
 - i. Two (2) excavators;
 - ii. One (1) front end loader;
 - iii. One (1) trailer;
 - iv. One (1) dump truck;
 - v. Septic tanks; and,
 - vi. Plumbing supplies including piping and fittings.
 - i) Access to the Temporary Use Area shall be limited by a locked gate and fencing as shown on Schedules 'A' and 'B';
 - j) Consistent with Section 15 ('Screening and Landscaping Regulations') of the Galiano Island Land Use Bylaw No. 127, 1999, the 'Storage, Parking and Building Area' shall be screened from view as shown on Schedule 'B' and as follows:
 - i. the maintenance of the existing stand of mature trees adjacent to Georgeson Bay Road; and,
 - ii. the construction, at the cost of the permit holder, of a 1.8 m (6 ft.) wooden fence in behind (ie. temporary use area side) of the existing stand of mature trees on both sides of the existing entrance gate.
 - k) Parking and vehicle circulation shall meet the minimum requirements of Section 14 (Parking Requirements) of the Galiano Island Land Use Bylaw No. 127, 1999;
 - l) The number of employees permitted in the Temporary Use Area as part of the use at any given time shall be limited to a maximum of four (4);
 - m) A maximum of one (1) unilluminated sign not exceeding 0.6 m² in area is permitted for temporary use on the property;
 - n) The storage of all permitted heavy machinery and equipment shall include a suspended drip system (consisting of grommetted canvas squares suspended beneath the engines and lined with absorbent pads);
 - o) The storage of any fuels, hydrocarbons, chemicals and hazardous materials is prohibited;
 - p) An emergency spill kit shall be provided in the Temporary Use Area;
 - q) All permitted equipment and materials shall be removed from the site by the date of the expiry of this permit. The removal of fencing is not a condition of this permit; and,
 - r) The holder of this Permit, will be held accountable for any violation of the conditions of this Permit. The Islands Trust Bylaw Investigations Officer may enter the property between the hours of 9:00 am and 5:00 pm on any day without prior consultation with the holder of the Permit for the purpose of investigating a complaint.
4. This permit is valid for three years from date of issuance of the permit and upon expiry of the permit; the owner of the site shall discontinue the temporary use to the satisfaction of the Islands Trust.

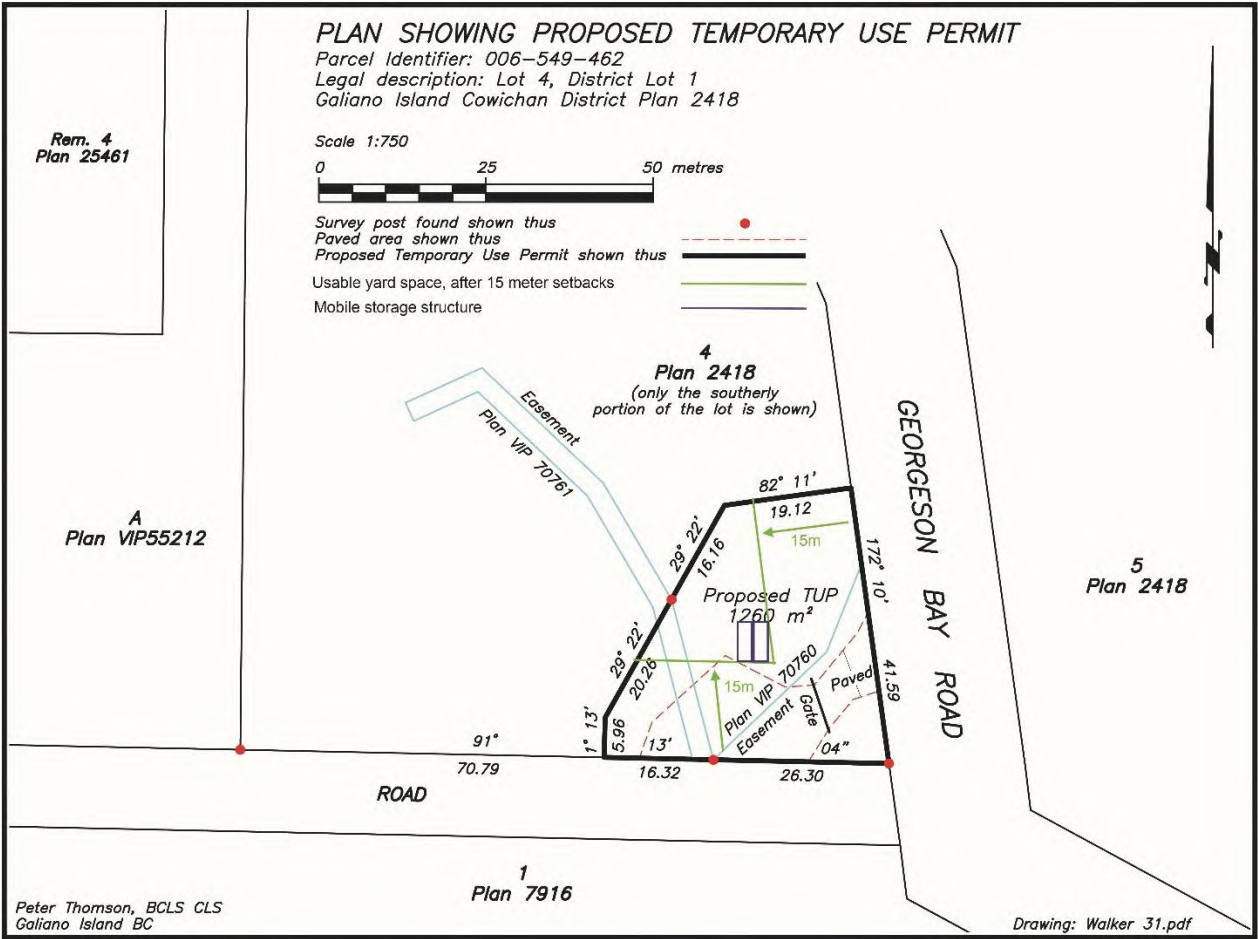
5. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of "Galiano Island Land Use Bylaw No. 127, 1999" and to obtain other approvals necessary for completion of the proposed development, including approvals from the Capital Regional District, Island Health and Ministry of Transportation and Infrastructure.

AUTHORIZING RESOLUTION PASSED BY THE GALIANO ISLAND LOCAL TRUST COMMITTEE THIS XXTH DAY OF XX.

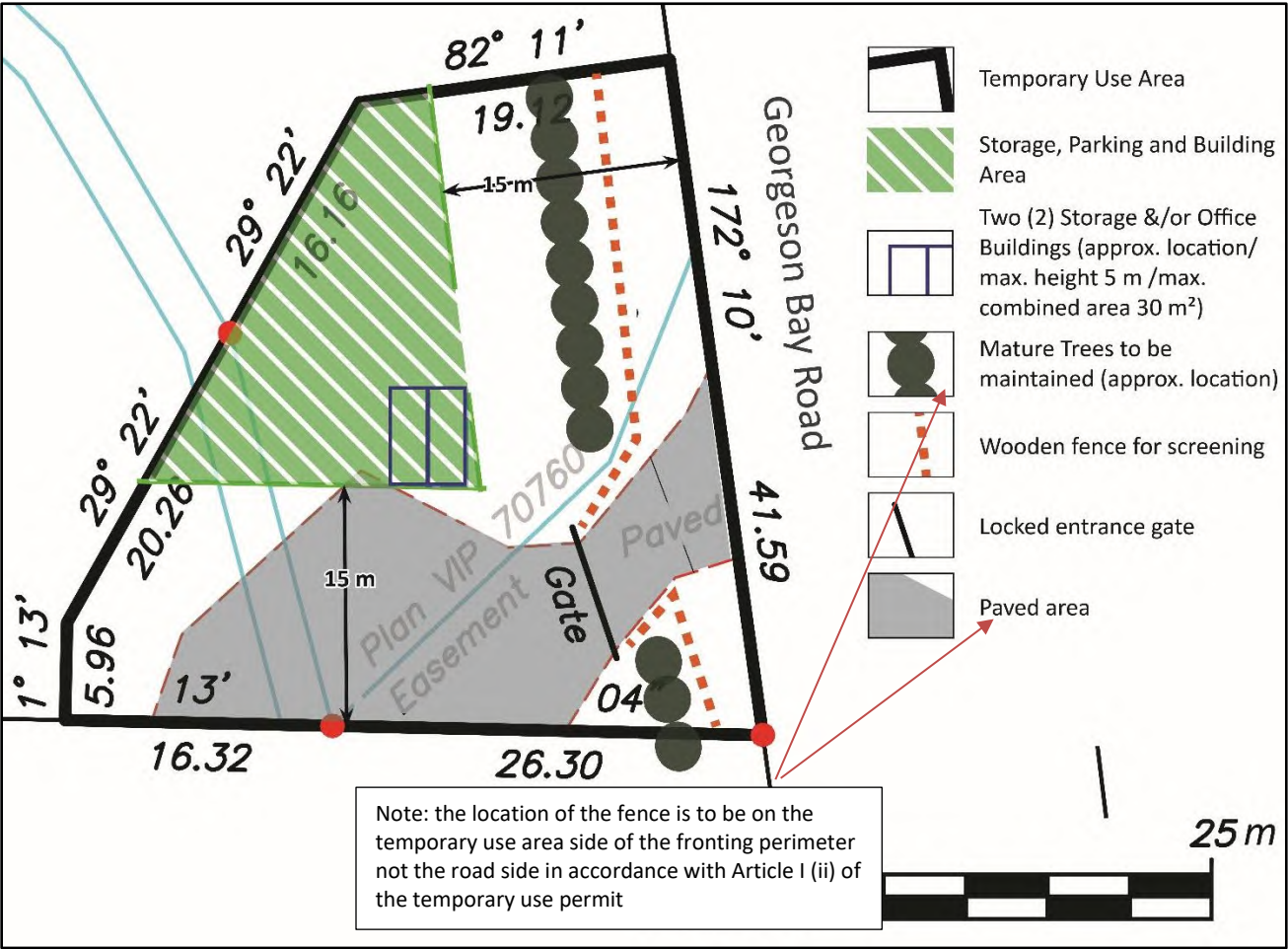
Deputy Secretary, Islands Trust

Date Issued

GALIANO ISLAND LOCAL TRUST COMMITTEE
PLTUP20250206
SCHEDULE 'A' - SITE PLAN



GALIANO ISLAND LOCAL TRUST COMMITTEE
PLTUP20250206
SCHEDULE 'B' - DETAIL SITE PLAN



File No.: GL_PL-RZ-2024-0003 (Palmberg)

DATE OF MEETING: July 8, 2025

TO: Galiano Island Local Trust Committee

FROM: Kim Stockdill, Island Planner
Southern Team

COPY: Robert Kojima, Regional Planning Manager

SUBJECT: Lot A, Plan 22128 (Galiano Way) Rezoning Application – Post Public Hearing (Bylaw No. 296)

Applicant: Leif Palmberg

Location: Lot 'A' of Lot 15, Galiano Island, Cowichan District, Plan 22128

RECOMMENDATIONS

1. That Galiano Island Local Trust Committee Bylaw No. 296, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 3, 2024” be read a second time.
2. That Galiano Island Local Trust Committee Bylaw No. 296, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 3, 2024” be read a third time.
3. That the Galiano Island Local Trust Committee proposed Bylaw No. 296 be forwarded to the Secretary of the Islands Trust for Executive Committee Approval.
4. That the Galiano Island Local Trust Committee proposed Bylaw No. 296 be forwarded to the Minister of Housing and Municipal Affairs for approval.

REPORT SUMMARY

The purpose of this staff report is to provide the Galiano Island Local Trust Committee (LTC) updates in regards to the rezoning application GL-PL-RZ-2024-0003 (Palmberg) and to provide options for how to proceed after the Public Hearing for proposed Bylaw No. 296.

BACKGROUND

A staff report was presented to the Galiano Island LTC on April 8, 2025. At this meeting the LTC passed the following resolution:

GL-2025-011

that Galiano Island Local Trust Committee Bylaw No. 296, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 3, 2024” be read a first time.

CARRIED

GL-2025-012

that Galiano Island Local Trust Committee Bylaw No. 297, cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 3, 2024”, be amended by adding "contractor workshop" as a permitted use.

CARRIED

GL-2025-013

that Galiano Island Local Trust Committee Bylaw No. 297, cited as “Galiano Island Land Use Bylaw No.127, 1999, Amendment No. 3, 2024”, be read a first time as amended.

CARRIED

GL-2025-014

that Galiano Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 296, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 3, 2024”, is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

GL-2025-015

that Galiano Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 297, cited as Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 3, 2024”, is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

GL-2025-016

that Galiano Island Local Trust Committee request staff to schedule a Public Hearing and Community Information Meeting for Bylaw No. 296, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 3, 2024”.

CARRIED

GL-2025-017

that Galiano Island Local Trust Committee request a covenant under Section 219 of the Land Title Act from the applicant for PL-RZ-2024-0003 (Palmberg) as a condition of adopting Bylaw No. 297 that includes conditions and restrictions for the proposed uses and recommendations from the water management plan.

CARRIED

ANALYSIS***Proposed Bylaw No. 296***

The Galiano Island Official Community Plan (OCP) land use designation for the subject-property is currently Rural (R). The following are Rural policies in the OCP:

- a) The principal uses shall be residential and agriculture.
- b) One dwelling unit shall be permitted per lot and one additional dwelling shall be permitted for every 4 hectares (9.88 acres) of lot area over 4 hectares (9.88 acres).
- c) On lots 0.4 hectares (1 acre) or more, one cottage shall be permitted per dwelling unit permitted.
- d) The average lot size for subdivision of Rural land shall be at least 4 hectares (9.88 acres).
- e) Within this designation a number of different zones may be applied allowing differing levels of uses accessory to residential uses.

Prior to 2011, Rural Policy ‘a’ stated that principal uses shall be residential. An OCP amendment bylaw (Bylaw No. 215) was adopted in November 14, 2011 and changed Policy ‘a’ to include “agriculture” as a principal use in the Rural designation. Its staff’s opinion that Rural Policy ‘e’ should have also been amended at that time to reference the new principal use. For example, Policy ‘e’ should have been amended so it reads:

- e) Within this designation a number of different zones may be applied allowing differing ~~levels of~~ uses accessory to residential and **agriculture** uses.

The Community Information Meeting (CIM) and Public Hearing held during the July 8, 2025, regular LTC meeting is for proposed Bylaw No. 296. As Bylaw No. 296 is an Official Community Plan (OCP) amendment bylaw, it requires adoption by the Minister of Municipal Affairs and Housing before the Galiano LTC can adopt the bylaw. The Minister's review and approval process is lengthy and may take up to six months. This timeline allows the applicant to continue working on the requirements listed in the Terms of Reference prior to moving forward with the public hearing for Bylaw No. 297 – the Land Use Bylaw (LUB) amending bylaw.

The CIM and public hearing for draft Bylaw No. 297 will not be scheduled until the water management plan and Section 219 covenant have been received and the LTC is satisfied with the documents. Once the documents have been received and deemed satisfactory by staff and the LTC, the LTC can then direct staff to schedule a CIM and public hearing for the LUB amending bylaw.

Statutory Requirements

A public hearing is a quasi-judicial process within and following which specific procedures must be followed. The public hearing binder for proposed Bylaw No. 296 can be found on the [Galiano LTC Application webpage](#).

Following the hearing, the LTC may choose to give further readings to a bylaw, defeat a bylaw, or alter a bylaw within certain parameters. The procedural steps following the close of the hearing are as follows:

1. Consideration of Second Reading (this may include amendments to alter a bylaw).
2. Consideration of Third Reading.
3. Forwarding of the bylaw to Executive Committee for approval.
4. Forwarding of the bylaw to the Minister's office for approval (OCP amendment bylaws only).
5. Reconsideration and adoption.

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

A bylaw may be altered after the hearing, based on information received or heard by the LTC at any point prior to the close of the hearing, provided that the amendments do not alter use or increase density, or decrease density without a landowner's consent.

If the Executive Committee and Minister approve the bylaw, the next step for the LTC would be to adopt the bylaw.

Referral Responses

Pauquachin First Nation – Level 3 – “We would generally defer to the First Nation(s) whose traditional territory fronts this area. Should Pauquachin First Nation identify greater interests in the future we retain the right to revise this assessment. However, at this time, we defer to any Nation(s) whose title and governing authorities are directly affected.” [excerpt from referral response]

Ts'uubaa-asatx Nation – Level 3 – “We would generally defer to the First Nation(s) whose traditional territory fronts this area. Should Ts'uubaa-asatx Nation identify greater interests in the future we retain the right to revise this assessment. However, at this time, we defer to any Nation(s) whose title and governing authorities are directly affected.” [excerpt from referral response]

Tsawwassen First Nation – “Tsawwassen First Nation (TFN) has no concerns regarding this file, at this time. However, TFN requests all copies of interim and final reports produced for this project.”

Ministry of Transportation & Transit – “The Ministry has no concerns with proposed Bylaw 296 to amend Galiano Island Official Community Plan Bylaw No. 108 to include the principal use agriculture to Rural Policy (e) in order to enable the uses proposed in Bylaw No. 297.”

Ministry of Water, Land and Resource Stewardship – The response included no comments related to the proposed bylaws but recommended the Riparian Development Permit Area and fact sheet to be updated to align with new provincial framework.

Ministry of Housing and Municipal Affairs – “The Ministry will provide formal comment only on Bylaw No. 296, as it proposes to amend the Galiano Island Official Community Plan. I understand this amendment would expand Rural Policy (e) to allow agriculture as a principal use, rather than limiting it to uses accessory to residential. This change reflects a more flexible and inclusive approach to rural land use that enables small-scale food production and supports broader provincial objectives related to local agriculture, sustainability, and resilience outside of the Agricultural Land Reserve.

While the Ministry does not provide formal comment on zoning bylaw amendments (including Bylaw No. 297), I note for consideration that land use changes of this kind may have the potential to indirectly limit long-term housing availability. Expanding non-residential uses on Rural-designated lands may reduce the future potential for residential development, particularly in island communities with limited land supply. As such, I would encourage the Local Trust Committee to consider how this policy change fits within Galiano Island’s broader housing needs and land use strategy.”

Island Health – “No objections provided a water system operating permit is obtained from this office as per Section 8 of the Drinking Water Protection Act if dwellings are to be serviced by a common water system. All structures must be serviced by sewerage systems constructed in accordance with the Sewerage System Regulation.”

Salt Spring LTC – interests unaffected

Mayne LTC – interests unaffected

Thetis LTC – interests unaffected

Terms of Reference

Water Management Plan: Staff are working with the applicant and the Islands Trust Senior Freshwater Specialist to outline the requirements to be addressed in a water management plan. The plan will include basic information on groundwater usage for each proposed use, along with water management strategies.

Section 219 covenant: Staff are recommending that the application be requested to grant a s. 219 covenant to the LTC to be registered on title before the Galiano LTC adopts Bylaw No. 297 (LUB amending bylaw). The covenant will include:

- a restriction prohibiting aggregate processing or washing
- hours of operation for specific uses
- the maximum volume of aggregate, gravel and soil that may be stored on the lot
- storage requirements for the aggregate, gravel and soil
- a restriction on the number of vehicles, equipment and/or machinery to be stored on the lot
- a requirement for cidery/winery use to comply with the *Liquor Control and Licensing Act/Regulation*
- water management plan recommendations for monitoring

In addition to these covenant conditions, the LTC may wish to consider restricting the rental of the cidery/winery for special or private events.

ALTERNATIVES

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

1. Request further information

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

Resolution:

That the Galiano Island Local Trust Committee request that the applicant for PLRZ20240003 submit to the Islands Trust _____.

2. Send Rezoning Application to the Galiano Advisory Planning Commission

Resolution:

That the Galiano Island Local Trust Committee refer rezoning application PLRZ20240003 (Palmberg) to the Galiano Advisory Planning Commission for the following purpose _____.

3. Deny the application

The LTC may deny the application.

Resolution:

That the Galiano Island Local Trust Committee proceed no further with application PLRZ20240003 (Palmberg).

NEXT STEPS

Staff will continue to work with the applicant with regards to the draft section 219 covenant and the water management plan. Once these documents are received, staff will bring back the application to the LTC for consideration of scheduling a community information meeting and public hearing for proposed Bylaw No. 297.

Submitted By:	Kim Stockdill, Island Planner	June 25, 2025
Concurrence:	Robert Kojima, Regional Planning Manager	June 26, 2025

ATTACHMENTS

- 1. Proposed Bylaw No. 296
- 2. Proposed Bylaw No. 297

PROPOSED

**GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 296**

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

The Galiano Island Local Trust Committee in open meeting assembled enacts as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 3, 2024”.

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	8 TH	DAY OF	APRIL	2025.
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	20____
READ A SECOND TIME THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
APPROVED BY THE MINISTER OF MUNICIPAL AFFAIRS THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

**GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 296**

SCHEDULE 1

The Galiano Island Official Community Plan Bylaw No. 108, 1995, is amended as follows:

1. Section II Land Use, Subsection 1.5 Rural, Rural Policy “e)” is amended by deleting the words “levels of uses accessory to residential uses” and replacing it with “uses accessory to residential and agriculture uses” so it reads:

“Within this designation a number of different zones may be applied allowing differing uses accessory to residential and agriculture uses.”

PROPOSED

GALIANO ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 297

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

The Galiano Island Local Trust Committee, being the Local 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 No. 127, 1999, Amendment No. 3, 2024”.

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

2.1 Part 5 ‘Residential Zones’, Section 5.5 ‘Rural 2 Zone’, is amended by adding the following new Subsection:

“Site-Specific Regulations

5.5.11 The following table denotes locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter refer to the notation on the zoning map. The second column describes the location where the specific regulations cited in column three apply:

		Table 7.3	”
	1	2	3
	Site-Specific Zone	Location Description	Site Specific Regulations
1	R2(a)	Lot ‘A’ of Lot 15, Galiano Island, Cowichan District, Plan 22128	1) Despite Subsection 5.5.1, the following additional uses are permitted: • contractor workshop • contractor yard • storage and sale of gravel, soil and aggregates • sawmilling, planing, and manufacturing of wood products • cidery and winery, including production, storage, and sales 2) Despite Subsection 5.5.5, no buildings or structures may exceed one storey and a height of 5 metres, except that dwellings, cottages, and agriculture buildings and structures must not exceed a height of 9 metres. 3) All permitted uses in Article 5.5.11.1 must be screened by a landscape screen not less than 2 metres in height and complying with

			the regulations of Part 15 of this bylaw. 4) Off-street parking spaces sited at least 15 metres from the front lot line must be screened by a landscape screen not less than 2 metres in height and complying with the regulations of Part 15 of this bylaw.
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2.2 Part 14 'Parking Regulations', Subsection 14.1.3 'Use', is amended by adding the following the words "cidery, winery" after the word "sawmills".

2.3 Part 16 'Sign Regulations', Subsection 16.1.1 is amended by adding the following words "Rural 2(a) Zone R2(a)"

2.4 Part 17 'Interpretation', Section 17.1 'Definitions', is amended by adding the following new definition:

"contractor yard" means the use of land, buildings, or structures for the storage of materials, equipment, and vehicles for a building, construction, landscaping business, or other development trade or service."

3. Schedule "B" – Zoning Map, is amended by changing the zoning classification of Lot 'A' of Lot 15, Galiano Island, Cowichan District, Plan 22128 from Rural 2 to Rural 2(a) as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule "B" to Bylaw No. 127 as are required to effect this change.

4. 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.

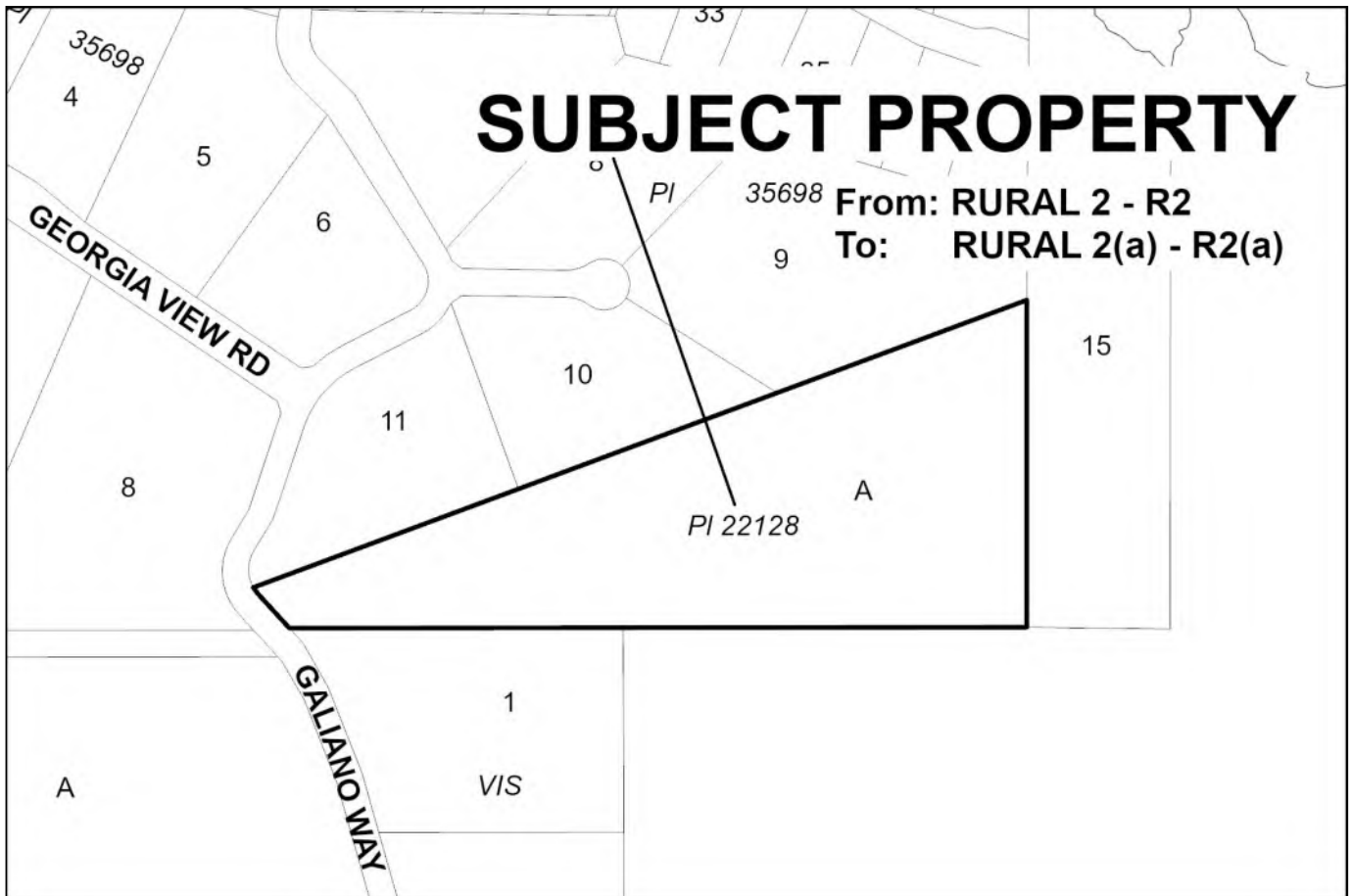
READ A FIRST TIME THIS	8 TH	DAY OF	APRIL	2025.
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	20____
READ A SECOND TIME THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 297

Plan No. 1



File No.: GL-RZ-2021.2 (Matheson-Bairstow)

DATE OF MEETING: July 8, 2025

TO: Galiano Island Local Trust Committee

FROM: Kim Stockdill, Island Planner
Southern Team

COPY: Robert Kojima, Regional Planning Manager

SUBJECT: District Lot 86 Rezoning Application – Staff Report

Location: District Lot 86 Galiano Island Cowichan District

RECOMMENDATIONS

1. That Galiano Island Local Trust Committee Bylaw No. 292, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2024” be read a first time.
2. That Galiano Island Local Trust Committee Bylaw No. 293, cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2024”, be read a first time.
3. That the Galiano Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw Nos. 292 and 293 are not contrary to or at variance with the Islands Trust Policy Statement.
4. That the Galiano Island Local Trust Committee request covenants under Section 219 of the Land Title Act from the applicant for GL-RZ-2021.2 (Matheson-Bairstow) for sustainable forestry and development control and designate the Chair of the Local Trust Committee to sign the covenant for the rezoning application prior to final adoption consideration.
5. That the Galiano Island Local Trust Committee request staff to schedule a Community Information Meeting and Public Hearing for Bylaw Nos. 292 and 293 upon receipt of draft covenants and a groundwater assessment report.

REPORT SUMMARY

The purpose of this staff report is to present the Galiano Island Local Trust Committee (LTC) with draft Bylaw Nos. 292 and 293, review consistency with the Islands Trust Policy Statement, require covenants as a condition prior to bylaw adoption, and schedule a Public Hearing for rezoning application GL-RZ-2021.2 (Matheson-Bairstow).

BACKGROUND

At the February 11, 2025 Galiano Island LTC meeting, staff provided the LTC with a [staff memorandum](#) outlining the status of the application and the application requirements for the applicants.

ANALYSIS

Islands Trust Policy Statement

The proposal appears consistent with the following Islands Trust Policy Statement (ITPS) policies:

CONSISTENT	No.	DIRECTIVE POLICY
	3.1	Ecosystems
✓	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
	4.2	Forests
✓	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
✓	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.
	4.4	Freshwater Resources
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
	5.2	Growth and Development
✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
	5.6	Cultural and Natural Heritage
✓	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.

Official Community Plan

Draft bylaw No. 292 would amend the Galiano Island Official Community Plan (OCP) No. 108 by re-designating portions of the subject property from *Forest* to *Nature Protection*, *Park* and *Rural Residential*. In addition, the following new policy will be added to the Rural Residential section:

“For the properties described as District Lot 86, Galiano Island, Cowichan District, zoning shall establish a minimum average parcel area of 38 hectares, with a minimum average subdivision parcel area as low as 2 hectares (5 acres) on the Rural Residential designated portion of the lands and 20 hectares (49 acres) on the Forest designated portion of the lands, applicable only if the landowner provides land to be transferred to the Province of British Columbia, Penelakut Tribe, the Capital Regional District or other transferees designated in the Land Use Bylaw amendment, to be used for conservation, ecosystem protection, public parkland, community forest, or trails. Approval of any such rezoning shall be subject to the following conditions:

- i) the area of land to be transferred shall include all of the land designated Nature Protection and Park;
- ii) incorporation of a siting plan into the Land Use Bylaw identifying the location and area of the residential home plate, including driveways, on each lot in the proposed subdivision, sited in a manner that avoids sensitive ecosystems and hazardous lands, and minimizes extension of services; and

- iii) the registration of a s. 219 covenant granted to the LTC which restricts the layout and area of the future lots to provide for the contiguous clustering of lots in a manner that protects the integrity of forest ecosystems, surface water and groundwater supplies and minimizes the impact of residential services such as roads.”

Land Use Bylaw

Draft Bylaw No. 293 would amend the Galiano Island Land Use Bylaw (LUB) No. 108 by rezoning the property from the *Forest 1* zone to the following zones:

- *Forest 3*
- *Rural Residential (e)*
- *Nature Protection*
- *Park*

The draft LUB bylaw also attaches a site plan delineating developable areas for the *Rural Residential (e)* and *Forest 3* zoned portions of the lot.

Terms of Reference

As outlined in the Terms of Reference issued to the applicant in 2021, the applicants will continue to work on or have provided the following to the LTC:

- An [updated site plan](#) outlining the developable areas - completed
- Geotechnical Assessment – if ‘developable areas’ are located within Development Permit Area 7 – Moderate Steep Slope – staff to overlay new site plan with DPA layer
- Groundwater Report – parameters of the report will be determined by the Islands Trust Senior Freshwater Specialist and planning staff. Report to be completed prior to scheduling of Public Hearing
- Septic Disposal Report – to confirm septic viability, and to provide a site plan showing the existing and proposed septic areas for those lots where zoning permits a residential use. Report to be completed prior to scheduling of Public Hearing
- [Baseline/Ecological Overview Report](#) – completed and to be reviewed by Islands Trust Biologist
- Sustainable Forestry Covenant – to register a Section 219 covenant on title for the proposed Forest 3 zoned portion of the lot. Covenant to be registered on title of parent parcel prior to bylaw adoption
- Other Section 219 Covenants:
 - Development Control Covenant(s) – covenant(s) to include recommendations of the geotechnical assessment (if required), groundwater report, well monitoring conditions, ecological overview report, Site Plan, land transfer information (road portion and west lot portion), restriction on use or occupancy of dwellings until land is successfully transferred, sale of RR1 lot to be donated to a non-profit affordable housing society, and subdivision clause (owner must subdivide in accordance to attached site plan)
 - Covenant to be registered on title of parent parcel prior to bylaw adoption
 - There may be two Development Control Covenants; one permanent covenant which stays on the property title for each lot in perpetuity, and another temporary covenant which may be discharged once all clauses in the covenant are satisfied

Emergency Access

Schedule ‘C’ of the Galiano Island Official Community Plan (OCP) Road Network Plan identifies the existing easement access that bisects District Lots 85 and 86 (south to north) as a *proposed highway*. Staff will refer the draft bylaws and the requirement for a Statutory Right of Way for emergency access to the Capital Regional District and the Fire Department for review.

CONSULTATION

Statutory Requirements

In accordance with regular statutory requirements, a public hearing is required for rezoning applications that require an amendment to the Official Community Plan (OCP). It is also standard practice to hold a Community Information Meeting (CIM) prior to the public hearing.

Staff recommend waiting until all required documents from the application, as outlined in the Terms of Reference (TOR), have been received before scheduling a public hearing for the bylaws. Once the documents have been received and reviewed by staff and the Local Trust Committee (LTC), staff will schedule a CIM and public hearing. A motion to schedule the CIM and public hearing can be found as Recommendation No. 5.

Referrals for both bylaws will be sent to First Nations and agencies following the July 8, 2025 LTC meeting.

First Nations

Staff have identified the following First Nations for bylaw referral based on the Province's database:

- Cowichan Tribes
- Halalt First Nation
- Lyackson First Nation
- Pauquachin First Nation
- Penelakut Tribe
- Semiahmoo First Nation
- Snuneymuxw First Nation
- Stz'uminus First Nation
- Ts'uubaa-asatx Nation (Lake Cowichan)
- Tsartlip First Nation
- Tsawout First Nation
- Tsawwassen First Nation
- Tseycum First Nation

Agencies

Staff have identified the following agencies for bylaw referral; the LTC may direct staff to include other agencies not listed. The LTC may also choose to refer the proposal to the Galiano Island Advisory Planning Commission.

- WSANEC Leadership Council
- Coast Salish Peoples of Galiano
- Georgeson Family
- Ministry of Transportation and Transit
- Ministry of Housing & Municipal Affairs
- Ministry of Environment and Parks
- Island Health
- Capital Regional District – Regional Parks and Community Services
- CRD, Planning and Protective Services, Building Inspection
- Galiano Island Parks and Recreation Commission
- Galiano Island Fire Rescue – North Department
- Mayne Island Local Trust Committee
- Thetis Island Local Trust Committee
- Salt Spring Island Local Trust Committee

Rationale for Recommendation

Based on the foregoing, the recommendations on page 1 is supported as:

- The application is reasonable as proposed and would be consistent with the OCP upon adoption of the OCP amendment Bylaw No. 292
- Giving First Reading to the bylaws would allow for next steps in the process to proceed

ALTERNATIVES

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

1. Request further information

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

Resolution:

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

2. Send Rezoning Application to the Galiano Advisory Planning Commission

Resolution:

That the Galiano Island Local Trust Committee refer rezoning application GL-RZ-2021.2 (Matheson-Bairstow) to the Galiano Advisory Planning Commission for the following purpose(s)
_____.

3. Deny the application

The LTC may deny the application.

Resolution:

That the Galiano Island Local Trust Committee proceed no further with application GL-RZ-2021.2 (Matheson-Bairstow).

NEXT STEPS

If the LTC agrees with staff's recommendation, staff will:

- Work with applicant to assist with required documents
- Draft covenants

Submitted By:	Kim Stockdill, Island Planner	June 25, 2025
Concurrence:	Robert Kojima, Regional Planning Manager	June 26, 2025

Attachments:

1. Proposed Bylaw No. 292
2. Proposed Bylaw No. 293
3. ITPS – Bylaw Nos. 292 & 293

DRAFT

GALIANO ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 292

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

The Galiano Island Local Trust Committee in open meeting assembled enacts as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2024”.

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	_____	DAY OF	_____	20____
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	20____
READ A SECOND TIME THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
APPROVED BY THE MINISTER OF MUNICIPAL AFFAIRS THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

**GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 292**

SCHEDULE 1

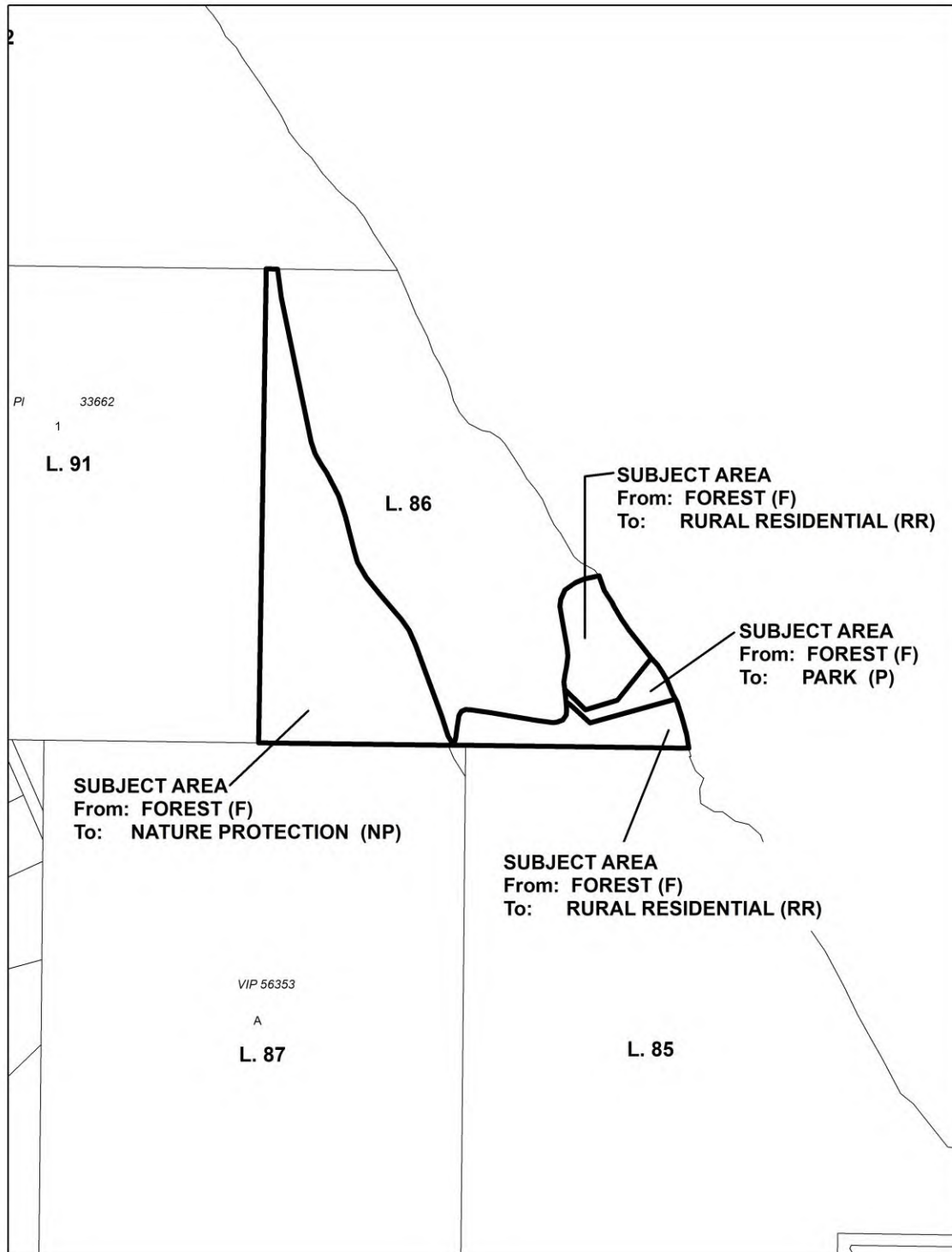
The Galiano Island Official Community Plan Bylaw No. 108, 1995, is amended as follows:

1. Schedule A, Section II, 1.4 Rural Residential is amended by inserting the following as a new Rural Residential policy, and by making such consequential numbering alterations to effect this change:

“For the properties described as District Lot 86, Galiano Island, Cowichan District, zoning shall establish a minimum average parcel area of 38 hectares, with a minimum average subdivision parcel area as low as 2 hectares (5 acres) on the Rural Residential designated portion of the lands and 20 hectares (49 acres) on the Forest designated portion of the lands, applicable only if the landowner provides land to be transferred to the Province of British Columbia, Penelakut Tribe, the Capital Regional District or other transferees designated in the Land Use Bylaw amendment, to be used for conservation, ecosystem protection, public parkland, community forest, or trails. Approval of any such rezoning shall be subject to the following conditions:

- i) the area of land to be transferred shall include all of the land designated Nature Protection and Park;
- ii) incorporation of a siting plan into the Land Use Bylaw identifying the location and area of the residential home plate, including driveways, on each lot in the proposed subdivision, sited in a manner that avoids sensitive ecosystems and hazardous lands, and minimizes extension of services; and
- iii) the registration of a s. 219 covenant granted to the LTC which restricts the layout and area of the future lots to provide for the contiguous clustering of lots in a manner that protects the integrity of forest ecosystems, surface water and groundwater supplies and minimizes the impact of residential services such as roads.”

2. Schedule B (Land Use Designation) is amended for the lands legally described District Lot 86 Galiano Island, Cowichan District as depicted in the map below.



DRAFT

GALIANO ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 293

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

The Galiano Island Local Trust Committee, being the Local 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 No. 127, 1999, Amendment No. 1, 2024”.

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

2.1 Section 5.4 – Rural Residential Zone, by adding the following new subsection:

“On the lands zoned RR(e), despite 5.4.9 and 5.4.10, zoning shall establish a minimum average parcel area of 38 hectares, with a minimum average subdivision parcel area as low as 2 hectares for the RR(e) zoned portions applicable once the landowner provides the portions of the land legally described as District Lot 86, Galiano Island, Cowichan District that are zoned Nature Protection (NP) and Park (P) to be transferred to the Province of British Columbia, the Capital Regional District, or Penelakut Tribe, for use for conservation, ecosystem protection, public parkland, community forest, or trails.”

2.2 Section 5.4 – Rural Residential Zone, by adding the following new subsection:

“On the lands zoned RR(e), in addition to the other regulations in Section 5.4, all buildings, structures and paved parking areas on each lot must be sited entirely within the area marked “Developable Area” designated on Plan 7 of Schedule D of this bylaw.”

2.3 Schedule “B” – Zoning Map, is amended by changing the zoning classification of Lot 86, Galiano Island, Cowichan District as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule “B” to Bylaw No. 127 as are required to effect this change.

2.4 Schedule “D”, is amended by adding ‘Plan No. 7’ as shown on Plan No. 2 attached to and forming part of this bylaw, and by making such alterations to Schedule “B” to Bylaw No. 127 as are required to effect this change, and by making such alterations to Schedule “B” to Bylaw No. 127 as are required to effect this change.

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 _____ DAY OF _____ 20____

PUBLIC HEARING HELD THIS _____ DAY OF _____ 20____

*[public hearing date should be consistent with chronology and can be after first or second reading;
If two public hearings, only indicate the date of the last one]*

READ A SECOND TIME THIS _____ DAY OF _____ 20____

READ A THIRD TIME THIS _____ DAY OF _____ 20____

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS _____ DAY OF _____ 20____

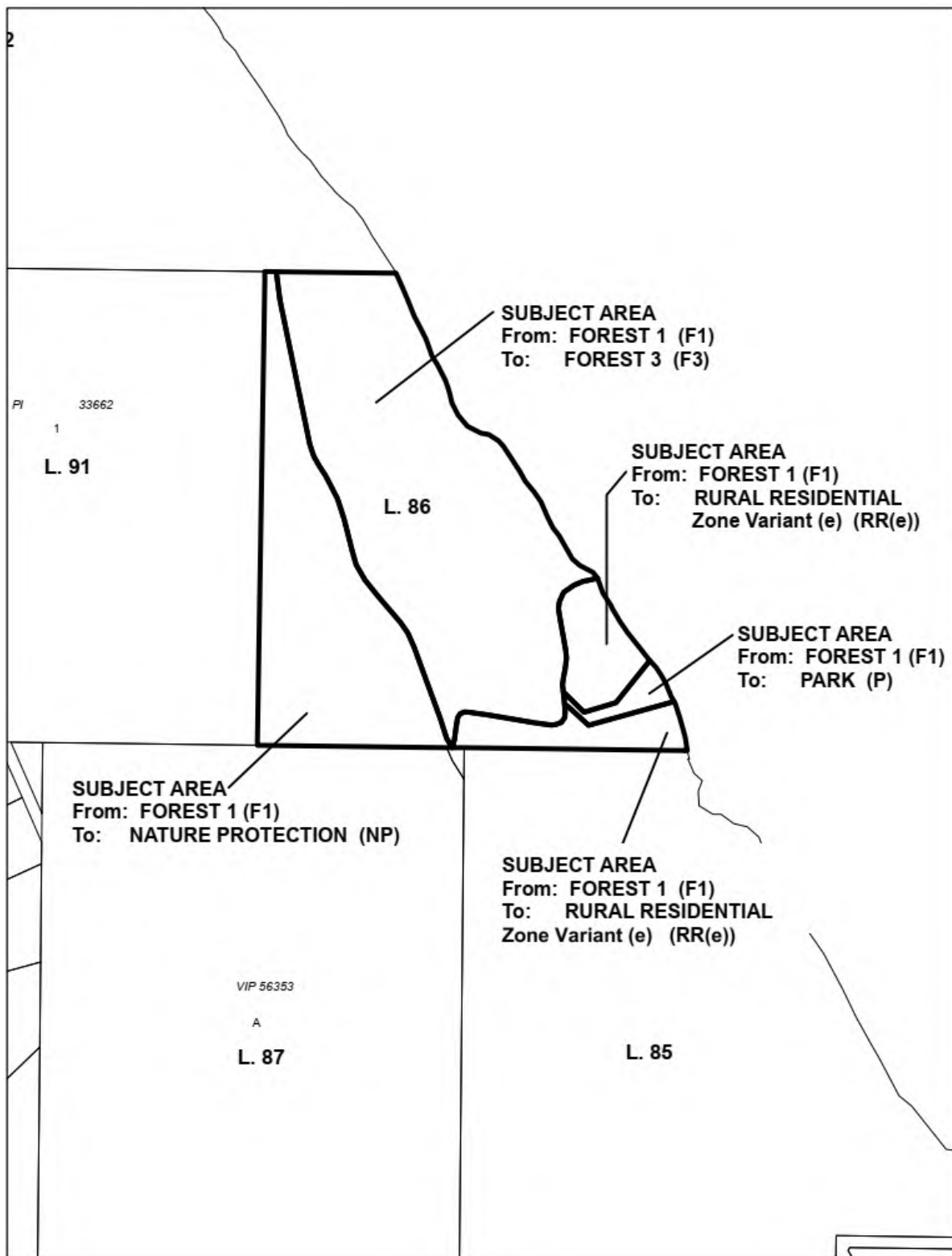
ADOPTED THIS _____ DAY OF _____ 20____

CHAIR

SECRETARY

GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 293

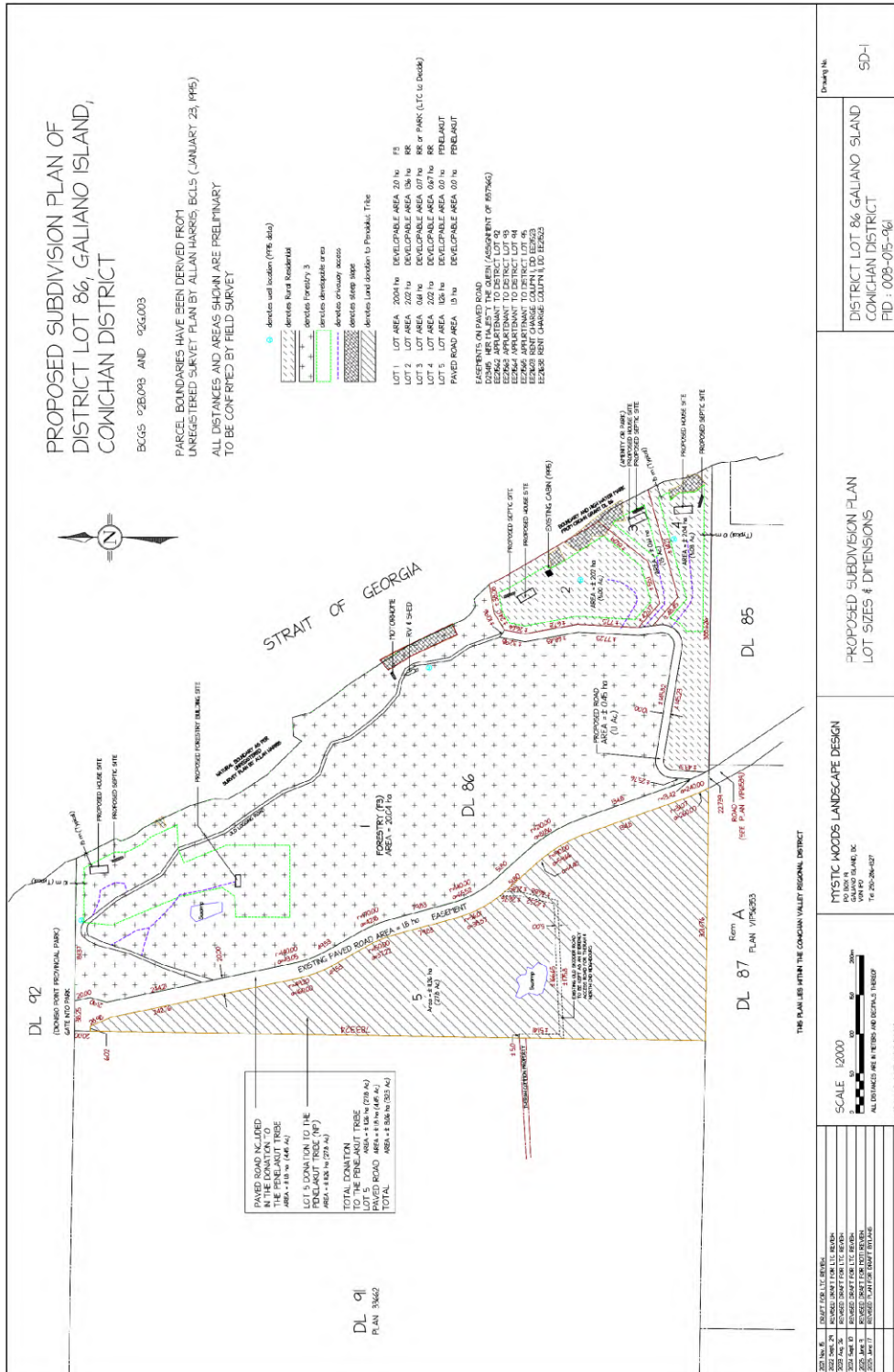
Plan No. 1



**GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 293**

Plan No. 2

“Plan No. 7 – x-referenced – Subsection 5.4.19





ISLANDS TRUST POLICY STATEMENT DIRECTIVES ONLY CHECKLIST

File No.: GL-RZ-2021.2 (Matheson-Bairstow)

Bylaws: 292 & 293

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committees address certain matters in their official community plans and regulatory bylaws, Island Municipalities address certain matters in their official community plans, and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECKLIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is consistent with the policy from the Policy Statement, or
- ✗ if the bylaw is inconsistent (contrary or at variance) with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

PART III: POLICIES FOR ECOSYSTEM PRESERVATION AND PROTECTION

CONSISTENT	NO.	DIRECTIVE POLICY
	3.1	Ecosystems
✓	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
N/A	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
N/A	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.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
N/A	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
N/A	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
N/A	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: POLICIES FOR THE STEWARDSHIP OF RESOURCES

CONSISTENT	No.	DIRECTIVE POLICY
	4.1	Agricultural Land
N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.
CONSISTENT	No.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture.
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
✓	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
✓	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.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
CONSISTENT	No.	DIRECTIVE POLICY

	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
N/A	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

PART V: POLICIES FOR SUSTAINABLE COMMUNITIES

CONSISTENT	No.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
N/A	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
N/A	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
N/A	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.
CONSISTENT	No.	DIRECTIVE POLICY

	5.5	Recreation
N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
N/A	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
N/A	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
✓	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
N/A	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.
	5.8	Health and Well-being
N/A	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

	POLICY STATEMENT COMPLIANCE
✓	<i>In compliance with Trust Policy</i>
	<i>Not in compliance with Trust Policy for the following reasons:</i>



File No.: GL-RZ-2023.2 (Larsen)

DATE OF MEETING: July 8, 2025

TO: Galiano Island Local Trust Committee

FROM: Kim Stockdill, Island Planner
Southern Team

COPY: Robert Kojima, Regional Planning Manager

SUBJECT: District Lot 85 Rezoning Application – Staff Report

Location: District Lot 85 Galiano Island Cowichan District

RECOMMENDATIONS

1. That Galiano Island Local Trust Committee Bylaw No. 294, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 2, 2024” be read a first time.
2. That Galiano Island Local Trust Committee Bylaw No. 295, cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2024”, be read a first time.
3. That the Galiano Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 294 and 295 are not contrary to or at variance with the Islands Trust Policy Statement.
4. That the Galiano Island Local Trust Committee request covenants under Section 219 of the Land Title Act from the applicant for GL-RZ-2023.2 (Larsen) for sustainable forestry and development control and designate the Chair of the Local Trust Committee to sign the covenant for the rezoning application prior to final adoption consideration.
5. That the Galiano Island Local Trust Committee request staff to schedule a Community Information Meeting and Public Hearing for Bylaw Nos. 294 and 295 upon receipt of draft covenants and an environmental baseline report.

REPORT SUMMARY

The purpose of this staff report is to present the Galiano Island Local Trust Committee (LTC) with draft Bylaw Nos. 294 and 295, review consistency with the Islands Trust Policy Statement, require covenants as a condition prior to bylaw adoption, and schedule a Public Hearing for rezoning application GL-RZ-2023.2 (Larsen).

BACKGROUND

At the February 11, 2025 Galiano Island LTC meeting, staff provided the LTC with a [staff memorandum](#) outlining the status of the application and the application requirements for the applicants.

ANALYSIS

Islands Trust Policy Statement

The proposal appears consistent with the following Islands Trust Policy Statement (ITPS) policies:

CONSISTENT	No.	DIRECTIVE POLICY
	3.1	Ecosystems
✓	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
	4.2	Forests
✓	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
✓	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.
	4.4	Freshwater Resources
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
	5.2	Growth and Development
✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
	5.6	Cultural and Natural Heritage
✓	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.

Official Community Plan

Draft bylaw No. 294 would amend the Galiano Island Official Community Plan (OCP) No. 108 by re-designating a portion of the subject property from *Forest* to *Nature Protection, Park* and *Rural Residential*. In addition, the following new policy will be added to the Rural Residential section:

“For the properties described as District Lot 85, Galiano Island, Cowichan District, zoning shall establish a minimum average parcel area of 60 hectares, with a minimum average subdivision parcel area as low as 2 hectares (5 acres) on the RR designated portion of the lands and 20 hectares (49 acres) on the F designated portion of the lands, applicable only if the landowner provides land to be transferred to the Province of British Columbia, Penelakut Tribe, the Capital Regional District or other transferees designated in the Land Use Bylaw amendment, to be used for conservation, ecosystem protection, public parkland, community forest, or trails. Approval of any such rezoning shall be subject to the following conditions:

- i) the area of land to be transferred shall include all of the land designated Nature Protection and Park;
- ii) incorporation of a siting plan into the Land Use Bylaw identifying the location and area of the residential home plate, including driveways, on each lot in the proposed subdivision, sited in a manner that avoids sensitive ecosystems and hazardous lands, and minimizes extension of services; and

- iii) the registration of a s. 219 covenant granted to the LTC which restricts the layout and area of the future lots to provide for the contiguous clustering of lots in a manner that protects the integrity of forest ecosystems, surface water and groundwater supplies and minimizes the impact of residential services such as roads.”

Land Use Bylaw

Draft Bylaw No. 295 would amend the Galiano Island Land Use Bylaw (LUB) No. 108 by rezoning the property from the *Forest 1* zone to the following zones:

- *Forest 3 – F3*
- *Rural Residential (d) – RR(d)*
- *Forest Industrial (c) – FI(c)*
- *Nature Protection - NP*
- *Park - P*

The draft LUB bylaw also attaches a site plan delineating developable areas for the *Rural Residential (d)* and *Forest 3* zoned portions of the lot.

Terms of Reference

As outlined in the Terms of Reference issued to the applicant in 2021, the applicants will continue to work on and provide the following to the LTC:

- An [updated site plan](#) outlining the developable areas - completed
- Geotechnical Assessment – if ‘developable areas’ are located within Development Permit Area 7 – Moderate Steep Slope – staff to overlay DPA map with updated site plan
- [Groundwater Report](#) – completed and to be reviewed by Islands Trust Senior Groundwater Specialist
- Septic Disposal Report – to confirm septic viability, and to provide a site plan showing the existing and proposed septic areas for those lots where zoning permits a residential use. Report to be completed prior to scheduling of Public Hearing
- Baseline/Ecological Overview Report – to provide information regarding the ecological significance on the lands to be transferred.
- Sustainable Forestry Covenant – to register a Section 219 covenant on title for the proposed Forest 3 zoned portion of the lot. Covenant to be registered on title of parent parcel prior to bylaw adoption
- Other Section 219 Covenants:
 - Development Control Covenant(s) – covenant(s) to include recommendations of the geotechnical assessment (if required), groundwater report, well monitoring conditions, ecological overview report, Site Plan, land transfer information (road portion and west lot portion), restriction on use or occupancy of dwellings until land is successfully transferred, sale of RR1 lot to be donated to a non-profit affordable housing society, and subdivision clause (owner must subdivide in accordance to attached site plan)
 - Covenant to be registered on title of parent parcel prior to bylaw adoption
 - There may be two Development Control Covenants; one permanent covenant which stays on the property title for each lot in perpetuity, and another temporary covenant which would be discharged if all clauses in the covenant are satisfied

Emergency Access

Schedule ‘C’ of the Galiano Island Official Community Plan (OCP) Road Network Plan identifies the existing easement access that bisects District Lots 85 and 86 (south to north) as a *proposed highway*. Staff will refer the

draft bylaws and the requirement for a Statutory Right of Way for emergency access to the Capital Regional District and the Fire Department for review.

CONSULTATION

Statutory Requirements

In accordance with regular statutory requirements, a public hearing is required for rezoning applications that do not comply with the Official Community Plan (OCP). It is also standard practice to hold a Community Information Meeting (CIM) prior to the public hearing.

Staff recommend waiting until all required documents from the application, as outlined in the Terms of Reference (TOR), have been received before scheduling a public hearing for the bylaws. Once the documents have been received and deemed satisfactory by staff and the Local Trust Committee (LTC), the LTC can then direct staff to schedule a CIM and public hearing.

Referrals for both bylaws will be sent to First Nations and relevant agencies following the July 8, 2025 LTC meeting.

First Nations

Staff have identified the following First Nations for bylaw referral based on the Province's database:

- Cowichan Tribes
- Halalt First Nation
- Lyackson First Nation
- Pauquachin First Nation
- Penelakut Tribe
- Semiahmoo First Nation
- Snuneymuxw First Nation
- Stz'uminus First Nation
- Ts'uubaa-asatx Nation (Lake Cowichan)
- Tsartlip First Nation
- Tsawout First Nation
- Tsawwassen First Nation
- Tseycum First Nation

Agencies

Staff have identified the following agencies for bylaw referral; the LTC may direct staff to include other agencies not listed. The LTC may also choose to refer the proposal to the Galiano Island Advisory Planning Commission.

- WSANEC Leadership Council
- Coast Salish Peoples of Galiano
- Georgeson Family
- Ministry of Transportation and Transit
- Ministry of Housing & Municipal Affairs
- Ministry of Environment and Parks
- Ministry of Mining & Critical Minerals
- Island Health
- Capital Regional District – Regional Parks and Community Services

- CRD, Planning and Protective Services, Building Inspection
- Galiano Island Parks and Recreation Commission
- Galiano Island Fire Rescue – North Department
- Mayne Island Local Trust Committee
- Thetis Island Local Trust Committee
- Salt Spring Island Local Trust Committee

Rationale for Recommendation

Based on the foregoing, the recommendations on page 1 is supported as:

- The application is reasonable as proposed and is consistent with the OCP upon adoption of the OCP amendment Bylaw No. 294
- Giving First Reading to the bylaws would allow for next steps in the process to proceed

ALTERNATIVES

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

1. Request further information

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

Resolution:

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

2. Send Rezoning Application to the Galiano Advisory Planning Commission

Resolution:

That the Galiano Island Local Trust Committee refer rezoning application GL-RZ-2023.2 (Larsen) to the Galiano Advisory Planning Commission for the following purpose(s) _____.

3. Deny the application

The LTC may deny the application.

Resolution:

That the Galiano Island Local Trust Committee proceed no further with application GL-RZ-2023.2 (Larsen).

NEXT STEPS

If the LTC agrees with staff's recommendation, staff will:

- Work with applicant to assist with required documents
- Draft covenants

Submitted By:	Kim Stockdill, Island Planner	June 25, 2025
Concurrence:	Robert Kojima, Regional Planning Manager	June 26, 2025

DRAFT

GALIANO ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 294

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

The Galiano Island Local Trust Committee in open meeting assembled enacts as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 2, 2024”.

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	_____	DAY OF	_____	20____
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	20____
READ A SECOND TIME THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
APPROVED BY THE MINISTER OF MUNICIPAL AFFAIRS THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

**GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 294**

SCHEDULE 1

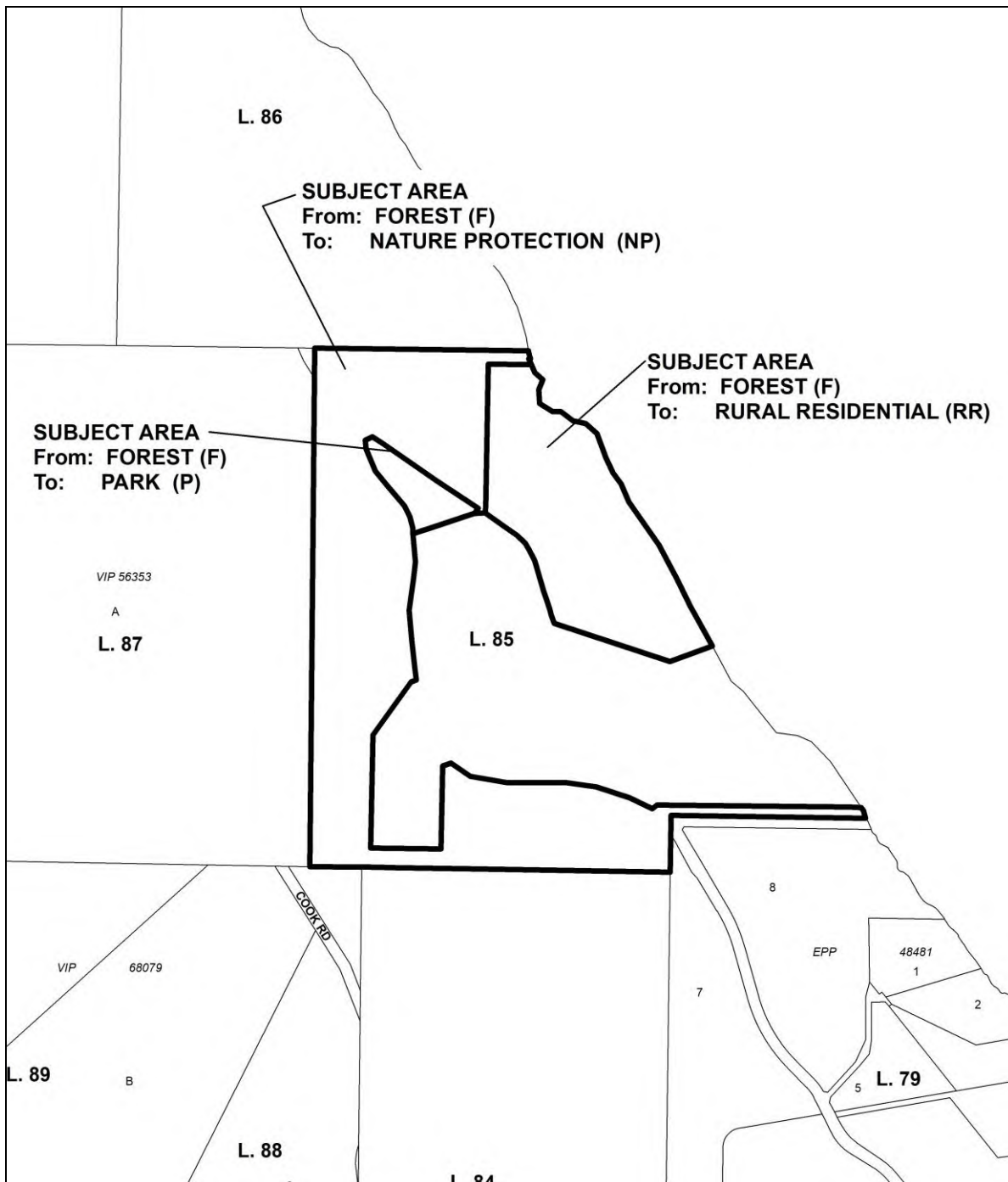
The Galiano Island Official Community Plan Bylaw No. 108, 1995, is amended as follows:

1. Schedule A, Section II, 1.4 Rural Residential is amended by inserting the following as a new Rural Residential policy, and by making such consequential numbering alterations to effect this change:

“For the properties described as District Lot 85, Galiano Island, Cowichan District, zoning shall establish a minimum average parcel area of 60 hectares, with a minimum average subdivision parcel area as low as 2 hectares (5 acres) on the Rural Residential designated portion of the lands and 20 hectares (49 acres) on the Forest designated portion of the lands, applicable only if the landowner provides land to the Province of British Columbia, Penelakut Tribe, the Capital Regional District or other transferees designated in the Land Use Bylaw amendment, to be used for conservation, ecosystem protection, public parkland, community forest, trails, and aggregate extraction. Approval of any such rezoning shall be subject to the following conditions:

- i) the area of land to be transferred shall include all of the land designated Nature Protection and Park;
- ii) incorporation of a siting plan into the Land Use Bylaw identifying the location and area of the residential home plate, including driveways, on each lot in the proposed subdivision, sited in a manner that avoids sensitive ecosystems and hazardous lands, and minimizes extension of services; and
- iii) the registration of a s. 219 covenant granted to the LTC which restricts the layout and area of the future lots to provide for the contiguous clustering of lots in a manner that protects the integrity of forest ecosystems, surface water and groundwater supplies and minimizes the impact of residential services such as roads.”

2. Schedule B (Land Use Designation) is amended for the lands legally described District Lot 85 Galiano Island, Cowichan District as depicted in the map below.



DRAFT

GALIANO ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 295

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

The Galiano Island Local Trust Committee, being the Local 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 No. 127, 1999, Amendment No. 2, 2024”.

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

2.1 Section 5.4 – Rural Residential Zone, by adding the following new subsection:

“On the lands zoned RR(d), despite 5.4.9 and 5.4.10, zoning shall establish a minimum average parcel area of 60 hectares, with a minimum average subdivision lot area as low as 2 hectares for the RR(d) zoned portions applicable once the landowner provides the portions of the land legally described as District Lot 85, Galiano Island, Cowichan District that are zoned Nature Protection (NP), Forest Industrial (c) - (FI(c)), and Park (P) to be transferred to the Province of British Columbia, the Capital Regional District, or the Penelakut Tribe, for use for conservation, ecosystem protection, public parkland, community forest, trails, and aggregate extraction.”

2.2 Section 5.4 – Rural Residential Zone, by adding the following new subsection:

“On the lands zoned RR(d), in addition to the other regulations in Section 5.4, all buildings, structures and paved parking areas on each lot must be sited entirely within the area marked “Developable Area” designated on Plan 6 of Schedule D of this bylaw.”

2.3 By adding the following new Section 9.6(D):

“9.6(D) Forest Industrial Zone C – FI(C)

The intent of the FI(C) zone is to permit limited industrial uses within a prescribed area of a forest lot.

Permitted Uses

9.6(D).1 In the Forest Industrial FI(C) 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(D).1.1 timber production and harvesting

9.6(D).1.2 accessory forest uses including the sawmilling and planing of timber harvested on the same lot and the growing of seedlings in nurseries

9.6(C).1.3 aggregate extraction

Permitted Density

9.6(D).2 Lot coverage must not exceed 20% of any lot.

Permitted Height

9.6(D).3 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(D).4 Buildings and structures must be sited

- 9.6(D).4.1 at least 7.5 metres from a front or rear lot line;
- 9.6(D).4.2 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(D).4.3 at least 4.5 metres from any exterior side lot line.

Minimum Lot Size

9.6(D).5 No lot having an area less than 20 hectares may be created by subdivision.

Screening

9.6(D).6 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."

2.4 Schedule "B" – Zoning Map, is amended by changing the zoning classification of Lot 85, Galiano Island, Cowichan District as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule "B" to Bylaw No. 127 as are required to effect this change.

2.5 Schedule "D", is amended by adding 'Plan No. 6' as shown on Plan No. 2 attached to and forming part of this bylaw, and by making such alterations to Schedule "B" to Bylaw No. 127 as are required to effect this change, and by making such alterations to Schedule "B" to Bylaw No. 127 as are required to effect this change.

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 _____ DAY OF _____ 20____

PUBLIC HEARING HELD THIS _____ DAY OF _____ 20____

*[public hearing date should be consistent with chronology and can be after first or second reading;
If two public hearings, only indicate the date of the last one]*

READ A SECOND TIME THIS _____ DAY OF _____ 20____

READ A THIRD TIME THIS _____ DAY OF _____ 20____

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS _____ DAY OF _____ 20____

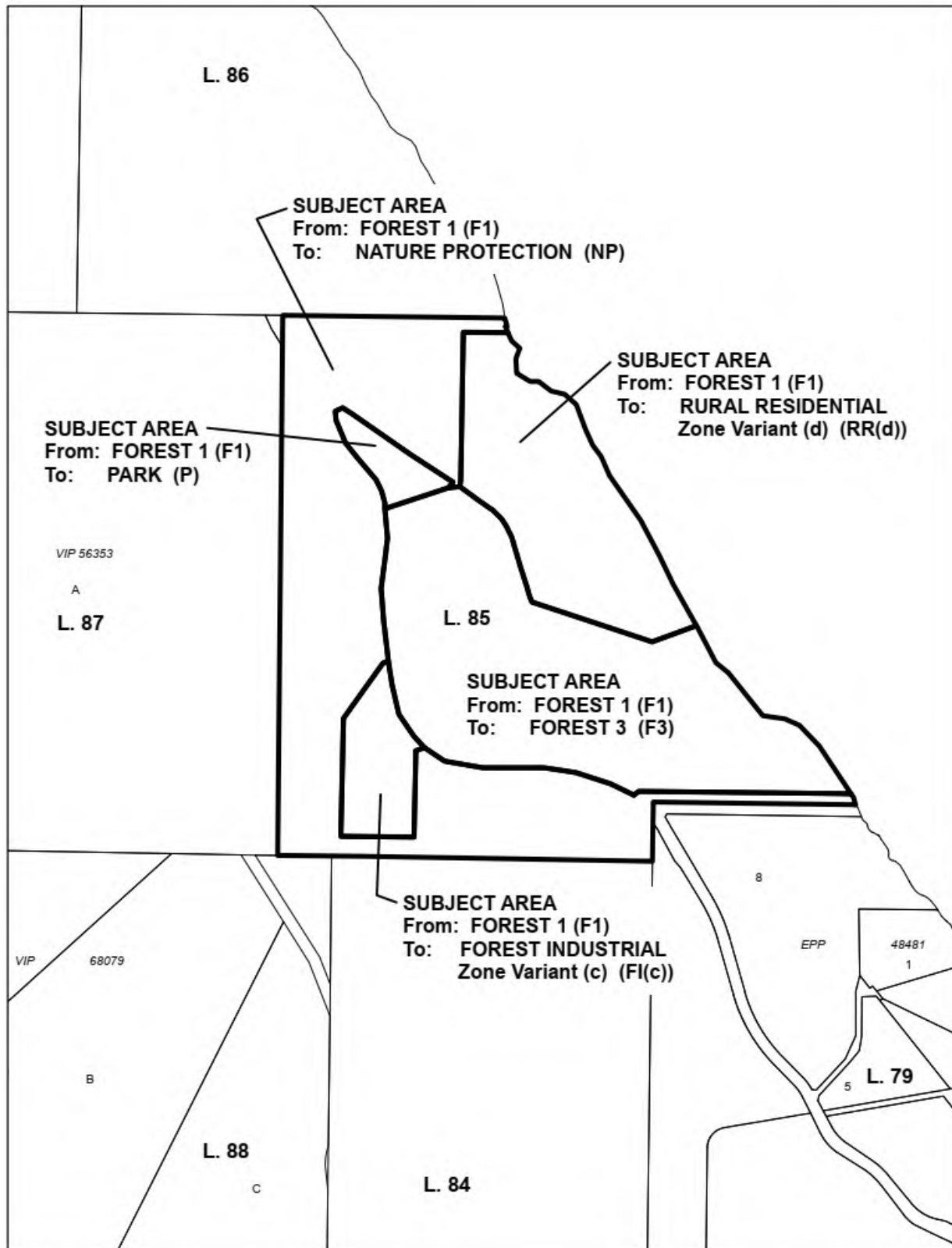
ADOPTED THIS _____ DAY OF _____ 20____

CHAIR

SECRETARY

GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 295

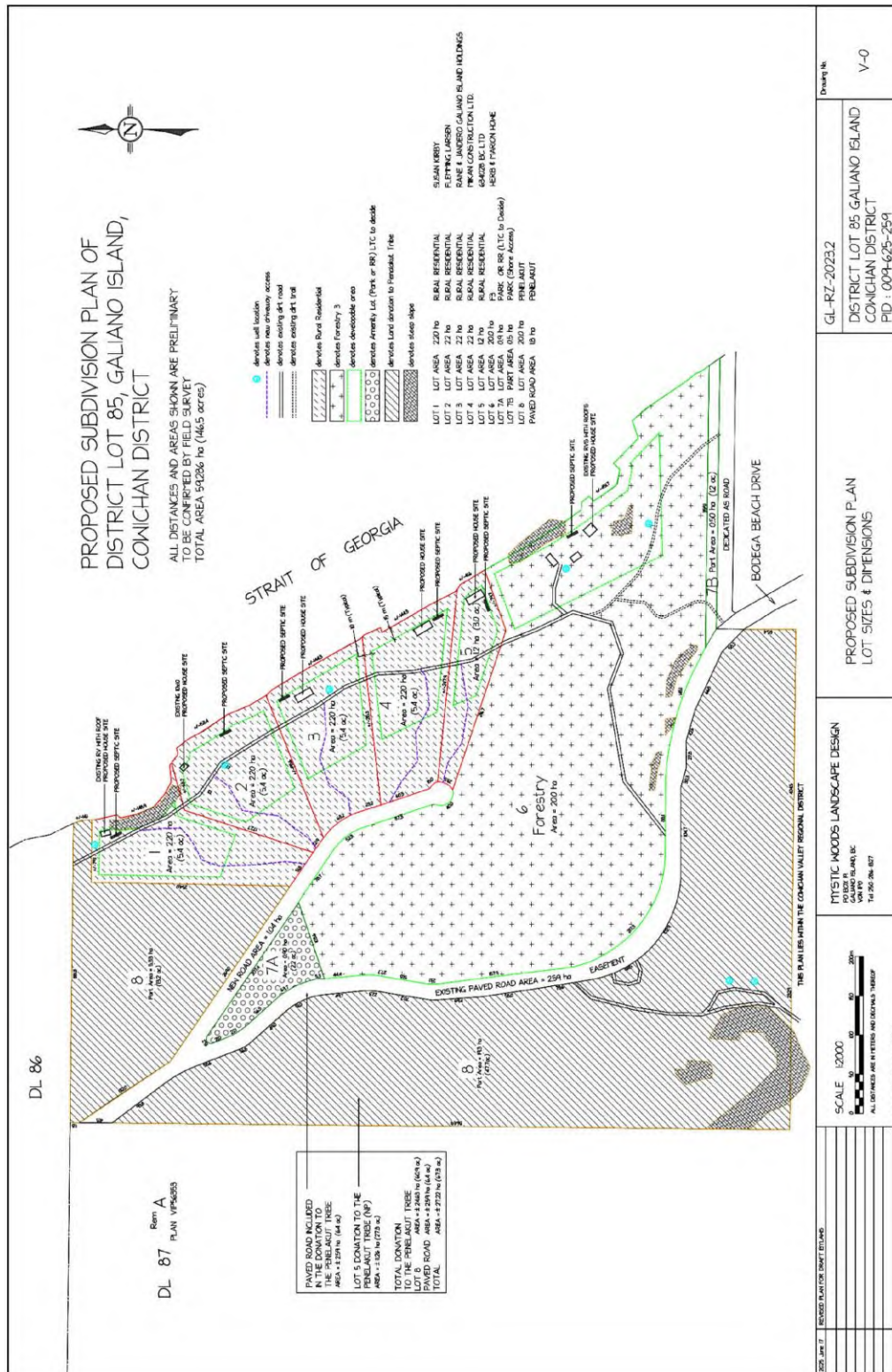
Plan No. 1



**GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 295**

Plan No. 2

“Plan No. 6 – x-referenced – Subsection 5.4.18



ISLANDS TRUST POLICY STATEMENT DIRECTIVES ONLY CHECKLIST

File No.: GL-RZ-2023.2 (Larsen)

Bylaws: 294 & 295

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committees address certain matters in their official community plans and regulatory bylaws, Island Municipalities address certain matters in their official community plans, and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECKLIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is consistent with the policy from the Policy Statement, or
- ✗ if the bylaw is inconsistent (contrary or at variance) with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

PART III: POLICIES FOR ECOSYSTEM PRESERVATION AND PROTECTION

CONSISTENT	No.	DIRECTIVE POLICY
	3.1	Ecosystems
✓	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
N/A	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
N/A	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.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
N/A	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
N/A	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
N/A	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: POLICIES FOR THE STEWARDSHIP OF RESOURCES

CONSISTENT	No.	DIRECTIVE POLICY
	4.1	Agricultural Land
N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.
CONSISTENT	No.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture.
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
✓	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
✓	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.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
CONSISTENT	No.	DIRECTIVE POLICY

	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
N/A	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

PART V: POLICIES FOR SUSTAINABLE COMMUNITIES

CONSISTENT	No.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
N/A	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
N/A	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
N/A	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.
CONSISTENT	No.	DIRECTIVE POLICY

	5.5	Recreation
N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
N/A	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
N/A	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
✓	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
N/A	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.
	5.8	Health and Well-being
N/A	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

	POLICY STATEMENT COMPLIANCE
✓	<i>In compliance with Trust Policy</i>
	<i>Not in compliance with Trust Policy for the following reasons:</i>

DATE OF MEETING: July 8, 2025
TO: Galiano Island Local Trust Committee
FROM: Robert Kojima, Regional Planning Manager
Southern Team
COPY: Kim Stockdill, Island Planner
SUBJECT: Proposed OCP Review Project

RECOMMENDATION

1. **That the Galiano Island Local Trust Committee endorse the attached business case for the OCP Review Project and that staff forward the business case to the relevant committees and to Trust Council.**

REPORT SUMMARY

The report attaches a draft business case for the allocation of funding and staff resources for the proposed OCP Review Project for the next fiscal year.

BACKGROUND

At the June meeting the LTC reviewed the draft Work Plan, timeline and budget for the proposed OCP Review project and adopted the following resolution:

GL-2025-035

It was Moved and Seconded,

that Galiano Island Local Trust Committee request staff report back at a future Local Trust Committee meeting with a draft Business Case.

Staff have prepared the attached draft business case.

DISCUSSION

As a Major Project, Trust Council must approve a business case. Attached is a draft business case for LTC review and consideration. The LTC may approve as presented, amend the business case and approve, or defer consideration. If approved, the next step would be to forward the business case to Regional Planning Committee (RPC) and Financial Planning Committee (FPC) for review and forwarding to Trust Council. If approved, the project would commence at the start of the next fiscal year – April 2026.

Business Case

Based on LTC direction, staff have incorporated the proposed budget into the business case. For year 1 (April 2026 to March 2027), a budget of \$15,000 is proposed, consisting of:

1. First Nations capacity funding support: \$5,000
2. Legal advice: \$5,000
3. Community consultation: \$5,000

This is a fairly typical budget request for one year of a two-year OCP review project, with staff time providing the bulk of project support. The business case also includes an estimate of staff time for the project. As a major project, it would be managed by a planner from the Regional Planning Time, supported by the assigned Island Planner, with additional support and direction from the Regional Planner Manager, and support from mapping, administrative staff, and other staff. No consultants are proposed for the project.

Rationale for Recommendation

The recommendation is for the LTC to endorse the business case and forward to committees and Trust Council.

ALTERNATIVES

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

1. Request further information

The LTC may request further information prior to making a decision.

That the Galiano Island Local Trust Committee request that staff report back to a future meeting with...

2. Proceed No Further

The LTC may choose to not proceed with the project

That the Galiano Island Local Trust Committee proceed no further with an OCP Review project.

3. Receive for information

The LTC may receive the report for information.

NEXT STEPS

If the LTC provides direction, staff will forward the Business Case for review and approval.

Submitted By:	Robert Kojima, Regional Planning Manager	June 26, 2025
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ATTACHMENTS

1. OCP Review Project Draft Business Case



Islands Trust

**Budget Funding Request
Short-Form Business Case**

Completion of this form initiates a request to the management team, FPC, and ultimately Trust Council for allocation funding in the next fiscal year budget. The form is to be completed and submitted at the start of the decision making process. The business case forms part of the Annual Budget Process (refer to Islands Trust Council Budget Process Policy 6.3.i).

TO BE COMPLETED BY INITIATOR

Requested by (Committee or Operational Unit):
Galiano Island Local Trust Committee

Department:
Planning Services

Name of Request:
Galiano Island Targeted OCP Review Project

\$ Value of Request:

Fiscal Year 2026-27 - \$15,000
Fiscal year 2027-28 - \$10,000

Budget Source (select all that apply):

- ☐ **Specific Project Funding** (select all that apply)
- ☐ Third Party Contractors
 - ☐ Staff Travel Expense
 - ☐ Staff Overtime Expense
 - ☐ New Staff Member – Temporary for project
 - ☐ Computer Hardware/Software

☐ **Furniture & Equipment**

☐ **Computer Hardware/Software/Supplies**

☐ **New Staff Resources** (see Staff Costing Tool)

☐ **Permanent**

☐ **Temporary**

Temp Duration: _____

☒ **Other – please describe:** _____

For fiscal year 2026-27:

- Community consultation, First Nations consultation and capacity funding, and legal contingency

Date of Submission to Finance:
LTC resolution: July 8, 2025

Funding Required for (date range):
April 1, 2026 – March 31, 2027

TIE TO ISLANDS TRUST GUIDING DOCUMENTS

Islands Trust Council [Strategic Plan 2025-2028](#) includes the following key initiative:

2.2.2: Update OCPs and LUBs to incorporate new Policy Statement Policies

4.2.3 Update OCPs and LUBs to foster climate change resilience (considering topics such as Coastal Douglas-fir protection, foreshore and nearshore environments, and groundwater)

ISSUE/OPPORTUNITY:

The Galiano Island OCP has not been substantially updated since 2012. The review will update the OCP to address a number of Local Trust Area issues and Islands Trust Strategic objectives.

The proposed OCP review will address:

- First Nations Reconciliation - the project will involve engagement with First Nations, including providing capacity funding if requested.
- Islands Trust Policy Statement implementation: an updated Policy Statement is anticipated to be adopted this term and all subsequently adopted bylaws, including a new or amended OCP, must not be contrary or at variance with the Policy Statement.
- Housing: reviewing and updating policies to support housing diversity, based on options in the Islands Trust Housing Toolkit.
- Review and update development permit areas: review effectiveness, particularly DPA for protection of the natural environment, and consider amendments based on model DPAs.
- Forest Policies: review, specifically based on recent applications for F1 rezonings involving land transfers.
- Transportation: review policies generally and road network plan policies specifically.
- Other areas, generally of a technical nature.

PROJECTED RESULTS/DELIVERABLES: the project would result in targeted amendments to the OCP.

RISK ASSESSMENT: There are several contingencies that could negatively affect the project outcome or deliverables:

1. Lack of staff resources: the regional planning team may not be able to support the project due to other on-going projects or staff shortages. Extensive support is anticipated to be provided by the Island Planner.
2. First Nations' capacity and timing may not align with project timelines.
3. The LTC may choose to not proceed with amendments.
4. Costs may exceed the budget due to consultation, capacity funding requests, or other factors.

ALTERNATIVES CONSIDERED:**If the project is not funded for Fiscal 2026-27:**

Option 1: Proceed with the initiative as a Minor LTC Project – this would limit the project budget to a maximum of \$5,000 for the fiscal year.

Option 2: Defer: the project could be deferred to a future fiscal year.

CRITICAL SUCCESS FACTORS: The project would be considered successfully completed if relevant amendments to the OCP are adopted. Ultimate success would be measured over the longer term through implementation of OCP policies through Land Use Bylaw amendments and other initiatives.

RECOMMENDED OPTION: The recommended option is to fund the initiative at the requested amount of \$15,000 for the coming fiscal year. This provides sufficient funding to complete the project.

COST/BENEFIT ANALYSIS:

Quantitative Analysis: \$15,000 for fiscal 2026-27 for:

- Community consultation, including special APC(s) - \$5,000

- First Nations consultation and capacity funding - \$5,000
- Legal contingency - \$5,000

Qualitative Analysis: project would benefit from efficiencies associated with similar projects in other LTA and build on those experiences, in particular completion of the Gabriola OCP Review.

PURCHASING PROCEDURE: N/A

PROPOSED IMPLEMENTATION STRATEGY: The project is proposed to be completed over two fiscal years, with final year consisting of on-going consultation, drafting and review of bylaws, legislative process, and implementation. An update of the LUB to implement OCP policy amendments would be recommended to follow.

STAFF RESOURCING: The project would be managed by a planner assigned from the Regional Planning Team, estimated at 0.25 FTE, with support from the Island Planner (0.25 FTE), RPM (up to 0.10 FTE), admin support (0.10 FTE) and support from the Senior Indigenous Relations Advisor, the Senior Freshwater Specialist, mapping and communications staff as needed.

CHANGE MANAGEMENT/COMMUNICATIONS/COLLABORATION: N/A

Requested by: Galiano Island Local Trust Committee

Prepared by: Robert Kojima, June 26, 2025

Reviewed by (name, title)/date:

Active Projects Report

Galiano Island

1. Minor Project - Groundwater Sustainability

Responsible

Dates

Activity:

Kim Stockdill

Rec'd: 02-Apr-2019

*Proposed Bylaw No. 283 with Minister for approval

Target: 30-Sep-2023

Phase 1 and 2: mapping and data analysis - Completed

Phase 3: Implementation of mapping and data analysis - Completed

Final approval pending

1. Associated Islands Regulations Review

Responsible

Dates

Activity:

Kim Stockdill

Rec'd: 11-Feb-2025

Project Description and Target Date to be determined.

Future Projects Report

Galiano Island

1. *Coastal Douglas-Fir Protection*

Responsible

Date Received

Review 'Protection of the Coastal Douglas-fir and Associated Ecosystems: An Islands Trust Tool Kit (2018)' and provide recommendations from toolkit.
- LPC is intending to develop a model bylaw in 2021-22.
Include review the Contiguous Forest Mapping in the Islands Trust Area Report.

04-Feb-2019

2. *Emergency Access Planning*

Responsible

Date Received

Follow-up from CRD emergency planning process - include consideration of developing driveway guidelines for emergency access within land use bylaw

02-Apr-2019

3. *Review of Road Network Plan*

Responsible

Date Received

Review of Road Network Plan - include December 11th APC memo in review process - meet with MOTI

02-Mar-2020

4. *Review of LUB tiny home/trailer regulations, maximum house sizes and lot coverage*

Responsible

Date Received

01-Jun-2021

5. *Shoreline model protection bylaw*

Responsible

Date Received

Review APC report in consideration of development of shoreline model protection bylaw

06-Sep-2022



Galiano Local Trust Committee

Open Applications

Report

Print Date: June 27, 2025

Agricultural Land Reserve

Application Number	Applicant Name	Date Received	Address	Purpose
GL-ALR-2023.2	Samuel Mabberley	10/19/2023	1008 MONTAGUE RD	Application to include land in the Agricultural Land Reserve.
Planner		Status	Most Recent Completed Activity	
Kim Stockdill		In Abeyance	Planning Review	

Board of Variance

Application Number	Applicant Name	Date Received	Address	Purpose
PLBOV20250162	Michael Elsinga and	4/12/2025	0 WISE ISLAND	A variance for a deck attached to cabin located on Lot 2, Wise Island, that is within the setbacks from the Natural boundary of the sea and the front lot line.
Planner		Status	Most Recent Completed Activity	
Kim Stockdill		Board of Variance	Generate BOV Public Notice	

Galiano

Development Permit

Application Number	Applicant Name	Date Received	Address	Purpose
GL-DP-2023.6	Brian Gaudet	9/14/2023	1656 STICKS ALLISON RD, GALIAN	1656 sticks Allison Rd- Application for a tree cutting DP for restoration
Planner		Status	Most Recent Completed Activity	
Bruce Belcher		Waiting for Submittals	Verify Submittal / Fees	

Application Number	Applicant Name	Date Received	Address	Purpose
PLDP20250155	Robin Surcess	4/9/2025	2652 MONTAGUE RD, GALIANO, B	Application for a DP for tree cutting on property on Montague Road
Planner		Status	Most Recent Completed Activity	
Bruce Belcher		Under Review	Generate Complete Application Letter	

Application Number	Applicant Name	Date Received	Address	Purpose
PLDP20250174	Justine Starke	4/28/2025	280 GEORGESON BAY RD, GALIA	Development Permit application under DPA # 3 Tree Cutting and Removal for the tree removal/site preparation required at 280 Georgeson Bay Road, Galiano Island (Thuthiqut Hulelum' Affordable Housing Project).
Planner		Status	Most Recent Completed Activity	
Bruce Belcher		Under Review	Generate Complete Application Letter	

Galiano

Application Number	Applicant Name	Date Received	Address	Purpose
GL-DP-2024.2	John Poppleton	3/6/2024	2990 GEORGESON BAY RD, GALIA	POPPLETON - 2990 GEORGESON BAY RD: An application in combination with GL-DVP-2023.6 for a DP for development in a sensitive ecosystem DPA.
Planner		Status	Most Recent Completed Activity	
Kim Stockdill		Local Trust Committee	Verify Final Review Status	

Development Variance Permit

Application Number	Applicant Name	Date Received	Address	Purpose
PLDVP20250226	Steven Robert Engh	6/3/2025	202 STEWARD DR, GALIANO, BC V	A DVP Application for a variance for siting of a dock in a setback
Planner		Status	Most Recent Completed Activity	
Bruce Belcher		Local Trust Committee	Email Applicant of LTC Meeting	

Application Number	Applicant Name	Date Received	Address	Purpose
PLDVP20250216	Dave Koster	5/28/2025	395 DEACON LANE, GALIANO, BC	Application for a variance for roof extension. Additional pre-existing encroachments included in permit
Planner		Status	Most Recent Completed Activity	
Bruce Belcher		Local Trust Committee	Email Applicant of LTC Meeting	

Galiano

Rezoning

Application Number	Applicant Name	Date Received	Address	Purpose
PLRZ20240003	LEIF C PALMBERG	5/15/2024	0 GALIANO WAY, GALIANO, BC V0	To amend zoning from R2 to Site Specific R2 Zoning

Planner	Status	Most Recent Completed Activity
Kim Stockdill	Local Trust Committee	Record LTC Decision/Update FUAL

Application Number	Applicant Name	Date Received	Address	Purpose
GL-RZ-2023.2	Flemming Larsen	4/26/2023	5500 BODEGA BEACH DR, GALIAN	DL 85 - 5500 BODEGA BEACH DR: Application for rezoning from F1

Planner	Status	Most Recent Completed Activity
Kim Stockdill	Local Trust Committee	Email Applicant of LTC Meeting

Application Number	Applicant Name	Date Received	Address	Purpose
GL-RZ-2021.2	CORINNE A MATHE	8/16/2021	0 COOK RD, GALIANO, BC V0N 1P	DL 86 - COOK RD - application for rezoning to emend the OCP and LUB to permit a rezoning from F1 to create an F3 zoned parcel, two 2.0 hectare Rural Residential-zoned parcels, and 12+ ha of parkland and road dedication.

Planner	Status	Most Recent Completed Activity
Kim Stockdill	Local Trust Committee	Email Applicant of LTC Meeting

Galiano

Application Number	Applicant Name	Date Received	Address	Purpose
GL-RZ-2014.1	CRYSTAL MOUNTA	10/28/2014	0 PORLIER PASS RD, GALIANO, B	20300 PORLIER PASS RD: Application for rezoning to amend the OCP and LUB to allow for a Forest Retreat Centre - Bylaws 256 (OCP) and 257 (LUB)
Planner		Status	Most Recent Completed Activity	
Brad Smith		Local Trust Committee	Record LTC Decision/Update FUAL	

Application Number	Applicant Name	Date Received	Address	Purpose
GL-RZ-2020.1	Fred King	10/27/2020	0 PORLIER PASS RD, GALIANO, B	51 Galiano Way - Application for rezoning from F1 to F3 - Bylaw 279 (LUB)
Planner		Status	Most Recent Completed Activity	
Kim Stockdill		Local Trust Committee	Verify Final Review Status	

Application Number	Applicant Name	Date Received	Address	Purpose
GL-RZ-2023.1	Tahirih Rockafella	3/28/2023	0 HAULBACK RD, GALIANO, BC V0	Application for rezoning to amend the zoning from F1 to F3 and Forest Industrial. Bylaw 291
Planner		Status	Most Recent Completed Activity	
Kim Stockdill		In Progress Rezoning	Generate & Send Notice of LTC Decision	

Galiano

Subdivision

Application Number	Applicant Name	Date Received	Address	Purpose
GL-SUB-2024.1	Danica Berginc	4/4/2024	771 GEORGESON BAY RD, GALIA	BERGNIC - 771 GEORGESON BAY RD/1153 GEORGESON BAY RD: Referral of a boundary adjustment subdivision application.
Planner		Status	Most Recent Completed Activity	
Bruce Belcher		In Abeyance	Record and File PLR	

Application Number	Applicant Name	Date Received	Address	Purpose
PLSUB20250115	Glen Mitchell	3/12/2025	0 STICKS ALLISON RD, GALIANO,	Referral of a boundary adjustment subdivision application
Planner		Status	Most Recent Completed Activity	
Bruce Belcher		Administrative Review	Generate and Send Referral Response Form	

Temporary Use Permit

Application Number	Applicant Name	Date Received	Address	Purpose
PLTUP20250206	Brad Walker; Danic	5/21/2025	1904 GEORGESON BAY RD, GALIA	Application for a renewal of Temporary Use Permit originally issued on September 6, 2022, which allows a contractor's yard, storage of aggregates, and the processing of aggregates as a use at 1904 Georgeson Bay Rd.
Planner		Status	Most Recent Completed Activity	
Bruce Belcher		Local Trust Committee	Email Applicant of LTC Meeting	

Islands Trust
 LTC EXP SUMMARY REPORT F2026
 Invoices posted to Month ending April 2025

625 Galiano	Invoices posted to Month ending April 2025	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-625	LTC "Trustee Expenses"	690.00	0.00	690.00
LTC Local				
65200-625	LTC - Local Exp - LTC Meeting Expenses	4,380.00	286.78	4,093.22
65220-625	LTC - Local Exp - Communications	<u>2,600.00</u>	<u>248.42</u>	<u>2,351.58</u>
TOTAL LTC Local Expense		<u>6,980.00</u>	<u>535.20</u>	<u>6,444.80</u>
Projects				
73001-625-4144	Galiano Small Islands LUB update	<u>4,000.00</u>	<u>0.00</u>	<u>4,000.00</u>
TOTAL Project Expenses		<u>4,000.00</u>	<u>0.00</u>	<u>4,000.00</u>

Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2023-015 (Standing) First Nations Reconciliation That the Galiano Island Local Trust Committee seek to engage in reconciliation with local First Nations, governments and island community by honouring the Truth and Reconciliation Commission (TRC) Calls to Action, the United Nations Declaration on Rights of Indigenous Peoples, draft principles that guide the Province of British Columbia's relationship with Indigenous Peoples and Islands Trust First Nations engagement principles. The Galiano Island Local Trust Committee endeavour to: a. Annually write a letter to all First Nations knowledge holders introducing Trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as provide an update of current projects and advocacy activities; b. For various Local Trust Committee meetings, invite local First Nations and knowledge holders to attend meetings, as well as provide a traditional welcome to the Territory if they would like; c. Work with Local First Nations Governments and knowledge holders on cooperative initiatives, including but not limited to, language, place names, territorial acknowledgements and community education on Coast Salish and local First Nations cultural heritage and history; d. Work with Local First Nation Governments and knowledge holders on engagement principles for inclusive land use, marine use and climate change planning advocacy, protection and stewardship and knowledge and information sharing protocols; and e. Establish and maintain government to government dialogue with Local First Nations and knowledge holders now and into the future based on respect and recognition of Aboriginal Rights and Titles, Treaty Rights, and First Nations Traditional Territories within the Islands Trust Area.	Carried	14-Mar-2023
2020-042 (Standing) Use of Development Permits for Variances That the Galiano Island Local Trust Committee request that development permit applications where a variance is requested be processed as a combined application with both a development permit and a development variance permit.	Carried	08-Sep-2020

Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2020-041 (Standing) Unlawful Land Uses and Planning Applications that the Galiano Island Local Trust Committee adopt the following policy on unlawful land uses and planning applications: a. Where an application is received and a use is continuing in contravention of a land use bylaw, staff are directed to request that the applicant cease the use prior to processing the application, and that staff are directed to continue with enforcement until the use is ceased. b. The applicant may request that the Local Trust Committee proceed with consideration of the application while the use is continuing; and, where the Local Trust Committee considers there is a community need to process the application while the prohibited use is continuing, the Local Trust Committee may direct that bylaw enforcement actions, including the issuing of notices, cease. c. Where the Local Trust Committee does not consider that there is a community need, or the applicant has not made such a request of the Local Trust Committee; bylaw enforcement actions, including the issuing of notices, will continue. d. In deciding whether to grant land use approval for a use that was commenced in contravention of a land use bylaw, the Local Trust Committee may consider whether the applicant has suspended the prohibited land use pending a decision on the application.	Carried	06-Jul-2020
2020-013 (Standing) Advisory Planning Commission that the Galiano Island Local Trust Committee request that prior to expiration of Advisory Planning Commission members terms of office, staff write to commissioners asking if they wish to be reappointed and also advertise for expressions of interest for new commissioners.	Carried	03-Feb-2020

Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2019-014 (Standing) 13.1 Cannabis Retail - Staff Report that the Galiano Local Trust Committee adopt the following standing resolution with respect to the processing of non-medicinal cannabis retail license applications: - Proposed or amended licenses for non-medicinal cannabis retail establishments require an application to the local trust committee. - The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical. - The public consultation process shall be determined by the local trust committee after initial review of the proposal. - However, as a minimum, the local trust committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500 metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information: - o Name of the applicant and a description of the proposal in general terms - o The location of the proposed establishment and the subject site - o The place where, and date and time when, both a public meeting will be held and a resolution of the local trust committee considered. - o The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application - o How public comments may be submitted to the local trust committee.	Carried	04-Mar-2019
2018-064 (Standing) 11.1 Telecommunication Strategy Project - Staff Report that the Galiano Island Local Trust Committee endorses the Telecommunication strategy Project Charter dated June 22, 2016	Carried	04-Jun-2018
2014-029 (Standing) 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.	Carried	07-Apr-2014

Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2014-000 (Standing)	Carried	03-Feb-2014

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.

2011-205 (Standing)	Carried	17-Oct-2011
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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.

2010-115 (Standing)	Carried	18-Oct-2010
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Publishing Notices beyond legal requirements

That the Galiano Island Local Trust Committee will advertise Public Hearing Notices in the Active Page Magazine in addition to the legally required advertising in the Driftwood Newspaper.



Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2009-085 (Standing)	Carried	11-May-2009
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		



ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

HIGHLIGHTS OF ISLANDS TRUST CONSERVANCY MAY 27TH, 2025 BOARD MEETING

NOTE: For more detail on Islands Trust Conservancy meetings, including meeting minutes, please visit <https://islandstrust.bc.ca/whats-happening/meetings-and-events/>

1. ORGANIZATION UPDATES/TEAM

- The ITC A/Manager provided a verbal staffing update and identified the various staffing changes at Islands Trust Conservancy.

2. STRATEGIC PLANNING/ADMINISTRATION

- The ITC Board approved the Audited Financial Statements for the 2024/25 fiscal year, and referred the statements to Islands Trust Council for information.
- The ITC Board approved text for inclusion in the 2024/25 Annual Report for approval by Trust Council and submission to the Minister of Housing and Municipal Affairs.
- The ITC Board requested staff to notify the Salt Spring Island Local Trust Committee that Islands Trust Conservancy's interests are unaffected by Development Variance Permit Application PLDVP20250029. The ITC Board recommended that the Salt Spring Island Local Trust Committee ensure that affected First Nations have been asked to comment on this proposed dock expansion.
- The ITC Board requested staff to notify the Galiano Island Local Trust Committee that Islands Trust Conservancy's interests are unaffected by Bylaw 291.
- The ITC Board requested staff to prepare an Islands Trust Conservancy 2026/27 budget request.
- Chair Gauvreau provided an update from the joint Executive Committee – Islands Trust Conservancy Board meeting.
- The ITC Strategic Fund Development Specialist provided a briefing on the Victoria Foundation's notification of an administration fee increase, relevant to the Ruby Alton Property Endowment Fund held with the Victoria Foundation.
- The ITC Board received a copy of the letter regarding the MOU between Islands Trust Council and the W̱SÁNEĆ Leadership Council Society for information. The ITC Board requested staff to cooperate with Tsartlip First Nation and Tseycum First Nation, via the W̱SÁNEĆ Leadership Council Society, to develop an agreement for Islands Trust Conservancy Board's consideration.
- Trustee Elliott provided a verbal Executive Committee update and highlighted that direction was given to proceed with two professional development workshops on addressing Indigenous-specific racism, and that the Policy Statement Amendment Project is ongoing with a town hall and final revisions expected in late July.
- Trustee Yates provided a verbal Trust Council update and highlighted that the next Trust Council is scheduled from June 17-19th, 2025 on Salt Spring Island and will include an ITC 35th anniversary celebration.



ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

- Trustee Yates provided a verbal Financial Planning Committee update and highlighted that there was no report from the last meeting and that she will support the proposed ITC budget items going to the committee.
- Chair Gauvreau provided a verbal Governance Committee update and advised that the next meeting is August 10th, 2025.
- Chair Gauvreau provided a verbal update on the proposed Conservation Fund Working Group. Discussion ensued on appointing an ITC Board member to the working group.
- Trustee Elliott provided a verbal update on the Bowen Island Municipality – Executive Committee meeting on April 30th, 2025 and highlighted topics of note including the 2025 Strategic Plan, an update on the Official Community Plan, and improvements to BC Ferries service to island communities.

3. COVENANT AND PROPERTY MANAGEMENT

- The ITC Board approved the request from the Ministry of Water, Lands, and Resource Stewardship to upgrade Provincial Groundwater Observation Well 197, in S’ul-hween X’pey (Elder Cedar) Nature Reserve, with a new well box and the addition of equipment for satellite telemetry.
- The ITC Board requested staff to begin negotiations for a Well Access Agreement with the Ministry of Water, Lands, and Resource Stewardship and the two covenant holders Gabriola Land & Trails Trust and Nanaimo & Area Land Trust.

4. COMMUNICATIONS AND OUTREACH

- The ITC Board discussed the letter from Minister Kahlon to Trust Council Chair Patrick regarding the Islands Trust review.
- The ITC Board received the ITC Board Chair letter to Minister Kahlon regarding the ITC Five-Year Plan requirement for information.
- The ITC Communications Specialist provided a verbal update on Islands Trust Conservancy’s 35th anniversary and highlighted the newly launched Islands Trust Conservancy blog, *the Journal*.

Learn more about Islands Trust Conservancy: <https://islandstrust.bc.ca/conservancy/>

Visit the Islands Trust Conservancy Journal: <https://islandstrust.bc.ca/conservancy/the-journal/>

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