



Galiano Island Local Trust Committee

Regular Meeting Agenda

Date: November 8, 2021
Time: 12:30 pm
Location: Galiano South Community Hall
141 Sturdies Bay Road, Galiano Island, BC

		Pages
1.	CALL TO ORDER	12:30 PM - 12:50 PM
2.	APPROVAL OF AGENDA	
3.	TRUSTEE REPORT	
4.	CHAIR'S REPORT	
5.	TOWN HALL AND QUESTIONS	12:50 PM - 1:10 PM
6.	COMMUNITY INFORMATION MEETING	
	None	
7.	PUBLIC HEARING	
	None	
8.	MINUTES	1:10 PM - 1:20 PM
8.1.	Local Trust Committee Minutes Dated October 4, 2021 (for Adoption)	4 - 10
8.2.	Local Trust Committee Community Information Meeting Notes Dated October 23, 2021 (for information)	11 - 16
8.3.	Section 26 Resolutions Without Meeting Report - None	
8.4.	Advisory Planning Commission Minutes - None	
9.	BUSINESS ARISING FROM MINUTES	
9.1.	Follow-up Action List Dated Nov 2021	17 - 19
10.	DELEGATIONS	

11. CORRESPONDENCE

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

12. MEETING BREAK - COMMUNITY UPDATE

13. APPLICATIONS AND REFERRALS 1:20 PM - 2:40 PM

- | | | |
|-------|--|-----------|
| 13.1. | GL-DVP-2021.6 (Ingram) - Staff Report (attached) | 20 - 58 |
| 13.2. | GL-DP-2021.3 and GL-DVP-2021.5 (Murray) - Staff Report (attached) | 59 - 104 |
| 13.3. | GL-DP-2021.4 and GL-DVP-2021.9 (Longson) - Staff Report (attached) | 105 - 134 |
| 13.4. | GL-RZ-2019.2 (Gauvreau) - Consideration of Adoption of Bylaw No. 271 – Staff Report (attached) | 135 - 138 |
| 13.5. | GL-RZ-2021.1 (GALI) – Staff Report (attached) | 139 - 197 |
| 13.6. | GL-RZ-2014.1 (Crystal Mountain) – Applicant Correspondence (attached) | 198 - 200 |

14. LOCAL TRUST COMMITTEE PROJECTS

15. REPORTS 2:40 PM - 2:50 PM

- | | | |
|---------|---|-----------|
| 15.1. | Work Program Reports (attached) | |
| 15.1.1. | <u>Top Priorities Report Dated Nov 2021</u> | 201 - 201 |
| 15.1.2. | <u>Projects List Report Dated Nov 2021</u> | 202 - 204 |
| 15.2. | Applications Report Dated Nov 2021 (attached) | 205 - 212 |
| 15.3. | Trustee and Local Expense Report Dated Sept 2021 (attached) | 213 - 213 |
| 15.4. | Adopted Policies and Standing Resolutions (attached) | 214 - 218 |
| 15.5. | Local Trust Committee Webpage | |
| 15.6. | Islands Trust Conservancy Report - None | |

16. NEW BUSINESS 2:50 PM - 3:00 PM

- | | | |
|-------|-------------------------------|-----------|
| 16.1. | Observation Well Installation | 219 - 219 |
|-------|-------------------------------|-----------|

17. UPCOMING MEETINGS 3:00 PM - 3:05 PM

- | | | |
|-------|---|-----------|
| 17.1. | Next Regular Meeting Scheduled for December 6, 2021 at the South Community Hall, Galiano Island | |
| 17.2. | Revised 2022 LTC Meeting Schedule (attached) (for approval) | 220 - 220 |

- | | | |
|-----|----------------|-------------------|
| 18. | TOWN HALL | 3:05 PM - 3:25 PM |
| 19. | CLOSED MEETING | |
| | None | |
| 20. | ADJOURNMENT | 3:25 PM - 3:25 PM |



DRAFT

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

Galiano Island Local Trust Committee

Minutes of Regular Meeting

Date: October 4, 2021
Location: Galiano South Community Hall
141 Sturdies Bay Road, Galiano Island, BC

Members Present: Dan Rogers, Chair
Jane Wolverton, Local Trustee
Tahirih Rockafella, Local Trustee

Staff Present: Brad Smith, Island Planner
Robert Kojima, Regional Planning Manager
Carly Bilney, Recorder

Public Present: There were approximately 13 members of the public.

1. CALL TO ORDER

Chair Rogers called the meeting to order at 12:38 pm. He acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations. He commented that efforts continue to be underway to make the next meetings of the Galiano Local Trust Committee (LTC) available both electronically and in-person.

Trustee Wolverton commented on the need to maintain a safe and respectful workplace for the duration of the meeting.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- 13.2 GL-RZ-2019.1 (GIGARHS) Staff Memo Review; and
- 16.5 Trust Policy Statement Review

By general consent the agenda was approved as amended.

3. TRUSTEE REPORT

Trustee Wolverton reported on the following:

- Discussions with BC Ferries have continued regarding reduced vessel speed through Active Pass, and for onboard announcements related to the fire season and droughts to be made earlier in the year;
- A meeting of the Southern Gulf Islands Forum was held at the end of September; and
- Risa Smith has been appointed to the Islands Trust Conservancy Board.

4. CHAIR'S REPORT

Chair Rogers reported on the following:

- Trust Council, which met at the end of September, will focus on budget development and governance review processes in upcoming meetings;
- The Trust Council Executive Committee directed that a third-party report on an engagement plan regarding the Trust Policy Statement and next steps be undertaken and development of a Request for Proposals is underway; and
- Átl'ka7tsem/Howe Sound recently became Canada's 19th UNESCO Biosphere Region.

5. TOWN HALL AND QUESTIONS

Town hall was held and the following comments were made:

- Indigenous attendees at the latest Southern Gulf Islands Forum (including Eric Pelkey of the W̱SÁNEĆ Leadership Council, and Ken Thomas and Kathleen Johnnie from Penelakut Tribe) highlighted a need for increased co-management of land, and noted First Nations do not have the capacity to adequately review the numerous referrals they receive from various governments; and
- The LTC may ask staff to prioritize specific follow-up action items.

Trustee Wolverton recused herself from the meeting at 1:00 pm due to conflict of interest with GL-RZ-2019.1 (GIGARHS). The following comments were made:

- The LTC is encouraged to prioritize and put more resources towards the GIGARHS application;
- Trustees do not allocate resources to particular applications, but they can ask for items to be prioritized;
- Trustees receive requests from some community members to speed up application processes and requests from others to slow them down;
- A housing agreement remains outstanding and is being worked on by legal counsel;
- Some community members feel there are unanswered questions concerning the GIGARHS application;
- Some community members would like to see the applicants submit a business plan and an updated wildfire risk assessment;
- The LTC requested a hydrogeologist report at a previous meeting with the intention to receive data, not to delay the application;
- Confidential financial information has been provided to the LTC; and
- The public is entitled to see some estimation of project costs including anticipated funding and ongoing maintenance.

Trustee Rockafella recused herself from the meeting at 1:23 pm due to conflict of interest with GL-RZ-2021.1 (GALI). Trustee Wolverton rejoined the meeting at 1:23 pm. The following comments were made:

- The rezoning for affordable housing that was achieved by Galiano Green is a community asset;
- Every application proceeds along a different path;
- The GALI application was expedited because work had been done with the applicants prior to the application being received and the draft bylaws could thus be included in the preliminary staff report;
- Concern was expressed about high density developments that impact water and septic and should therefore be held to a higher standard; and
- Trustees were urged to put maximum resources into the affordable housing files before the current term ends.

Trustee Rockafella returned to the meeting at 1:32 pm. The following comments were made:

- Trustees were encouraged to limit the commercialization and industrialization of Galiano, specifically regarding a proposed seaplane dock in the north end (adjacent to Shore Access 33) and freighter traffic in surrounding waters;
- The Islands Trust has taken the position that all freighters parking in the Southern Gulf Islands should be eliminated and the issue is being addressed at meetings of the Southern Gulf Islands Forum;

Trustee Wolverton recused herself at 1:45 pm due to conflict of interest with GL-RZ-2019.1 (GIGARHS). The following comments were made:

- Concerns were expressed that the application process has faced too many delays; and
- Science needs to dictate decisions.

Trustee Wolverton returned to the meeting at 1:49 pm. The following comments were made:

- Town halls are a good means of engagement in developing the Trust Policy Statement; and
- Updating the Trust Policy Statement provides a huge opportunity to engage with people who live on the Gulf Islands who have a little understanding of the Islands Trust.

6. COMMUNITY INFORMATION MEETING

None

7. PUBLIC HEARING

None

8. MINUTES

8.1 Local Trust Committee Minutes Dated September 7, 2021 (for Adoption)

The following amendments to the minutes were presented for consideration:

- Page 8 of the September 7, 2021 LTC meeting minutes (page 10 of the current agenda package) states: “At the October CIM, the applicants will provide an overview of the draft bylaws...” This should state: “At the October CIM, the Planner will provide an overview of the draft bylaws...”

By general consent the minutes were adopted as amended.

8.2 Section 26 Resolutions Without Meeting Report Dated Sept 2021

Received for information.

8.3 Advisory Planning Commission Minutes Dated September 15, 2021 (for Receipt)

Chair Rogers thanked the Galiano Island Advisory Planning Commission for its work.

9. BUSINESS ARISING FROM MINUTES

9.1 Follow-up Action List Dated Sept 2021

Received for information.

10. DELEGATIONS

11. CORRESPONDENCE

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

12. MEETING BREAK - COMMUNITY UPDATE

13. APPLICATIONS AND REFERRALS

13.1 GL-RZ-2005.2 (Romagnoli-Smith) – Email update

Planner Smith reviewed the applicants email regarding GL-RZ-2005.2 (Romagnoli-Smith) and provided an update on the status of the application. Discussion was held and the following comments were made:

- Correspondence was received from the Galiano EcoForestry Association (GEFA) that proposed a draft covenant related to the Romagnoli-Smith application, but it was not submitted in time to be included in the agenda package;
- Concern was expressed that the application has been ongoing for 16 years at the expense of the public, and the initial application fee no longer covers the work being done on the file;
- Concern was expressed that the long-term viability of GEFA is unknown;
- Correspondence has not been received from the Surveyor General who would determine whether or not GEFA is an acceptable covenant holder;
- The Galiano Conservancy Association (GCA) was willing to hold a covenant;

- No covenant has yet been signed; and
- The applicant could start a new application when they are more prepared, at which point there may be a new LTC.

GL-2021-083

It was MOVED and SECONDED

that the Galiano Local Trust Committee close application GL-RZ-2005.2 (Romagnoli-Smith).

CARRIED

13.2 GL-RZ-2019.1 (GIGARHS) Staff Memo Review

Trustee Wolverton recused herself from the meeting at 2:21 pm due to conflict of interest with GL-RZ-2019.1 (GIGARHS).

The Staff memo from the September 7, 2021 LTC meeting regarding GL-RZ-2019.1 (GIGARHS) was discussed and Trustees expressed satisfaction that a wildfire assessment report is not needed given the further input received from South Galiano Volunteer Fire Department Chief Scott Sugden.

Trustee Wolverton returned to the meeting at 2:25 pm.

A break was held between 2:25 pm and 2:40 pm.

14. LOCAL TRUST COMMITTEE PROJECTS

15. REPORTS

15.1 Work Program Reports (attached)

15.1.1 Top Priorities Report Dated Sept 2021

Received for information.

15.1.2 Projects List Report Dated Sept 2021

Discussion was held about which projects the LTC would like to pursue in the remainder of its term.

Prioritizing items was deferred to the November LTC meeting so Trustees could review the December 2019 Galiano Island Advisory Planning Commission (APC) report on climate change and consider what might be actionable in the next ten months.

15.2 Applications Report Dated Sept 2021

Received for information.

15.3 Trustee and Local Expense Report Dated July 2021

Received for information.

15.4 Adopted Policies and Standing Resolutions

Received for information. Staff agreed to confirm the current APC term for the LTC for the purposes of adhering to Standing Resolution 2020-013.

15.5 Local Trust Committee Webpage

15.6 Islands Trust Conservancy Report Dated August 2021

16. NEW BUSINESS

16.1 Ministry Response - Galiano Island Mines Act application_0800175-2021-01

Discussion was held about whether the LTC should write to the Ministry of Energy, Mines and Low Carbon Innovation to request involvement in future applications.

GL-2021-084

It was MOVED and SECONDED

that the Galiano Local Trust Committee write to the Inspector of Mines reaffirming its interest in any future application that is made for a *Mines Act* permit on Galiano Island.

CARRIED

16.2 Community Notification of Future Applications for DL12

16.3 New Fee Bylaw - Request for Decision

Discussion was held about the model fee bylaw adopted by Trust Council.

GL-2021-085

It was MOVED and SECONDED

that the Galiano Local Trust Committee request Staff to draft a new Fee Bylaw based on the model fee bylaw attached to Trust Council Policy “5.6.1 Application Processing Services” and to include paragraphs 5 and 6 as written.

CARRIED

16.4 Dealing with complaints prior to Bylaw Enforcement – Discussion

Discussion was held about dealing with complaints prior to Bylaw Enforcement. The following comments were made:

- Bylaw enforcement’s role includes an educational component where property owners are given the opportunity to address infractions through a voluntary process before regulatory penalties are enforced; and
- The best protection against bylaw enforcement is to work with one’s neighbours.

16.5 Trust Policy Statement Review

Discussion was held about how Trustees might best engage the Galiano community in the Trust Policy Statement review process.

17. UPCOMING MEETINGS

17.1 Next Regular Meeting Scheduled for November 8, 2021 at the South Community Hall, Galiano Island

17.2 Draft 2022 LTC Meeting Schedule

GL-2021-086

It was MOVED and SECONDED

that the Galiano Local Trust Committee adopt the schedule for 2022 Business Meetings.

CARRIED

18. TOWN HALL

Town hall was held and the following comments were made:

- Support was expressed for engaging the public in the Trust Policy Statement review process with an expert panel;
- Concern was expressed about the amount of inaccurate information related to the Trust Policy Statement on social media; and
- The letter to the Inspector of Mines might include an invite to adopt a protocol that other local trust committees may opt into.

19. CLOSED MEETING

None

20. ADJOURNMENT

By general consent the meeting was adjourned at 3:25 pm.

Dan Rogers, Chair

Certified Correct:

Carly Bilney, Recorder



Galiano Island Local Trust Committee

Minutes of Special Meeting

Date: October 23, 2021
Location: Zoom Webinar (Zoom Webinar)

Members Present: Dan Rogers, Chair
Jane Wolverton, Local Trustee

Staff Present: Brad Smith, Island Planner
Carly Bilney, Recorder
Robert Barlow, Staff (Host)

Public: There were approximately 28 members of the public.

1. CALL TO ORDER

Chair Rogers called the meeting to order at 1:00 p.m. He acknowledged that the meeting was being held across the traditional territories of the Coast Salish First Nations. He noted that Trustee Rockafella recused herself from the meeting due to a conflict of interest with the proposed rezoning application.

2. COMMUNITY INFORMATION MEETING

Re: Rezoning application GL-RZ-2021.1 (Galiano Affordable Living Initiative Society or GALI) and associated draft Bylaw No. 280

2.1. Rezoning Process Overview and Draft Bylaw 280 – Staff

Planner Smith reviewed the rezoning application and provided an outline of Draft Bylaw 280. The following comments were made:

- The land included in the proposal is already designated for community housing in the Official Community Plan (OCP);
- The proposed rental structure is consistent with the BC Housing funding model and has been reviewed by staff and legal counsel who deemed it consistent with OCP;
- The amending bylaw is in draft form; and
- Next steps for the applicant will include submitting to the LTC a hydrogeologist report with results of the 2021 well data logger monitoring

and a septic report, as well as developing a Section 219 covenant and housing agreement in coordination with staff.

2.2. Proposal Overview – GALI

A delegation representing the applicants presented at the meeting including:

- Lauren Magner, Carol Guin, Michael Hoebel (GALI Board members);
- Aida Kudic (New Commons Development);
- Keith Erickson (Erickson Environmental);
- Al Kohut (Hy-Geo Consulting); and
- Corey Brown (Gwaii Engineering)

The presenters made the following comments:

- The Board of neighbouring Page Drive supports the GALI proposal;
- GALI proposes not to subdivide the property;
- The project includes a proposal to rezone and an assessment of feasibility including a water management plan, hydrogeological report, environmental assessment report and ecological report;
- The ecological assessment suggests the stream and riparian areas are adequately protected through the proposed plan;
- Old growth trees are not threatened by the proposed development;
- Forest fragmentation and the footprint of the proposed development is significantly less than what current zoning allows;
- The proposed development does not infringe on the southern corner of the property where the red-listed Oregon Grape and Douglas-fir system exists;
- The aim is to make this project as efficient and beneficial to the environment as possible and to cater to diverse types of families and individuals;
- The proposed lot coverage, including four buildings and parking, is less than one acre (8.65%);
- The estimated yield of the well is sufficient to sustain the proposed use on an annual basis;
- Based on the results of water testing, the well would not be used at its full capacity;
- Reports done on the well are being reviewed by the Ministry of Lands and Forests in connection with the water license;
- Water usage demands based on the projected population is 2.5 times less than the anticipated water yield;
- Rainwater harvesting will be used for irrigation;
- Major capital funding opportunities for the project are currently being explored;
- Galiano Green Housing will be owned and managed locally by GALI;
- The rental rate framework will include a mix of deep subsidy, rent geared to income, and indexed affordable market rental rates; and

- Tenant selection will be in accordance with a Housing Agreement with the Islands Trust and an Operating Agreement with funders and priority will be given to current Galiano residents and First Nations community members.

2.3. Question & Answer Session

Members of the community were invited to comment and the following questions and comments were raised:

(Note: “Q” is questions/comments from the members of the public. “A” means answer from the applicants, professionals or Islands Trust staff.)

Q: Does BC Housing often work in conjunction with the Canada Mortgage Housing Corporation (CMHC) and are requirements, such as rent subsidies, aligned?

A: BC Housing does work with the CMHC on some affordable housing projects and each organization has different requirements; the flexibility of requirements depends on who the major funder is;

Q: How will water demand affect neighbouring properties and aquifers?

A: The demand placed on the well by 50 residents should not have a significant impact on neighbouring wells.

Q: How does BC Housing assess developments that could impact the availability of water and neighbouring wells?

A: When BC Housing assesses applications received through the community housing program, it relies on approvals from authorities who have jurisdiction over such matters and on information and advice from experts.

Q: Since reports come in from professionals that are hired by applicants, can neighbours send comments on applications to BC Housing?

A: Yes, any communication that comes in either directly to BC Housing or through the Local Trust Committee (LTC) is assessed; applications are evaluated based on information that is received as well as what is missing.

Q: How much money does GALI anticipate would need to be raised in the community?

A: Though securing external funding is a competitive process, GALI is confident in its plan and proposal and intends to meet the requirements for the applications for various funding agencies; rezoning and funding depends on strong community support.

Q: How will water usage be monitored?

A: The intention is to have an overall meter on the well and have individual domestic meters on each unit block.

Q: Why does the South Galiano Volunteer Fire Department ask for water supply that is four times higher than the National Fire Protection Association (NFPA) standard?

A: This is based on an insurance requirement for Galiano Island which is much more strict than that of the NFPA.

Q: Could the large tank be constructed in such a way that it is filled with rainwater?

A: Typically not because any kind of surface water for domestic commercial use has a different criteria in the design guidelines for treatment and large scale commercial rainwater or mixed systems are not yet viable.

Q: Would the large tank hold emergency water plus fire fighting water together?

A: Yes, it would be combined and hold treated water from the well.

Q: Is there any anticipated impact that the proposed septic system would have on riparian areas?

A: No, the effluent coming out of the septic line would not pose any kind of ecological concern because it would be treated before being pumped to the septic field. The ecological assessment recommended the potential septic line not occur in the Douglas-fir Alaskan oniongrass red-listed area because excavation would be required. An updated septic report that considers an alternative site in accordance with the ecological assessment has yet to be submitted to the LTC. This report is forthcoming.

Q: Is the proposed septic system a Type 1 system?

A: The type of septic system that will be used in the development has not yet been decided. Each individual building will have a septic collection next to it from which waste will be led by gravity down the hill to a collection tank and treated before being pumped up to a dispersal field. Final septic system plans will be subject to approval by Island Health.

Q: What kind of treatment will be used in the septic system?

A: The treatment will be recommended by the septic consultant. There are filtration and UV treatments – which one will be used in this development has not yet been decided; there are guidelines, policies and regulations related to septic systems to not allow for the dispersal of contaminants. Final septic system plans will be subject to approval by Island Health.

Q: How many bedrooms are in the proposed development?

A: There are two studio units, ten 1-bedroom units, four 2-bedroom units, and four 3-bedroom units making a total of 32 bedrooms. Bedroom types and sizes are available online in the June 1, 2021 staff report.

Q: Has consideration been given for a porous driveway rather than impermeable asphalt?

A: GALI is researching permeable asphalt and the intention would be to have rain barrels or cisterns collecting water; ideally road runoff would lead to swales.

Q: Are the proponents considering changing the current address of the subject property (409 Porlier Pass Road) and removing the culvert and remediating the area on Porlier Pass?

A: The applicants have received approval for access off of Sturdies Bay Road and the address will officially change once the project moves forward. The culvert on the Porlier Pass Road side of the property would likely have to remain to handle runoff from the road, however, GALI supports replanting the driveway area with native vegetation.

Q: When will the Advisory Planning Commission (APC) recommendations be available?

A: The APC report and recommendations will be included in a staff report at the November 8, 2021 LTC meeting.

Q: Support was expressed for the proposal because of its proximity to amenities.

Q: What would happen if the housing development's well did impact the well at Page Drive or elsewhere?

A: There would be continuing monitoring of the project well for water levels. There is also an unused well at Page Drive that could be used as a monitoring well. Monitoring and prudent management of the operation including regular reviewing and reporting of information will be key.

Q: Has the impact of the well at the golf course been considered?

A: The well on the proposed development will be subject to a water license granted by authorities who are aware of other wells in the region and who will take them into consideration.

Q: What is the time-frame for getting this proposal to Public Hearing, and beyond?

A: The bylaws are in draft form and agency and APC referrals have been completed, as have most professional reports. Water monitoring will go to the end of the calendar year and the LTC wants to receive updated water and septic reports before considering going to Public Hearing. A housing agreement and covenant is also still in the works. The earliest the LTC will be in a position to consider going to Public Hearing will be late winter/early spring.

Construction on the project will begin as soon as rezoning and major capital funding has been achieved.

Q: Does the water report take into account the impact of climate change?

A: The modelling that has been done on climate change shows that the Gulf Islands can expect more extreme weather events including drier summers

and more intense rainfall in the winters. The best measure of the effects of climate change are in the observation network maintained by the Province and that data does not show an overall decline in water levels regionally in the Gulf Islands in recent years.

Q: Has additional buildout in the surrounding area been factored into the water report, and, if not, should it be because it would be an additional draw on the aquifer?

A: The water report does not specifically address buildout. The demand that is going to be posed by the housing development is not major in terms of magnitude of the overall availability of water in that particular region. The Ministry of Forests, Lands and Natural Resource Operations does some buildout analysis and works future demand into its calculations.

Q: Are there water problems for neighbours in the area currently?

A: No issues have been reported since the well began being tested upon in 2013.

3. ADJOURNMENT

By general consent the meeting was adjourned at 3:13 p.m.

Dan Rogers, Chair

Certified Correct:

Carly Bilney, Recorder

Follow Up Action Report

Galiano Island

01-Mar-2021

Activity	Responsibility	Dates	Status
1 GL-RZ-2019.1 (GIGARHS) - develop s 219 covenant for recommendations of ecological assessment, a 30 m tree buffer, water management plan, hydrogeological assessment recommendations, site plan and elevation drawings.	Brad Smith	Target: 19-Nov-2021	Completed

12-Apr-2021

Activity	Responsibility	Dates	Status
1 14.1 GL-RZ-2014.1 (Crystal Mountain) Include ecological assessment recommendations in s 219 covenant	Brad Smith	Target: 19-Nov-2021	In Progress

05-Jul-2021

Activity	Responsibility	Dates	Status
1 13.5 GL-RZ-2019.1 (GIGARHS) - include s. 219 covenant condition restricting groundwater use for irrigation purposes	Brad Smith	Target: 19-Nov-2021	Completed

07-Sep-2021

Activity	Responsibility	Dates	Status
1 13.1 GL-RZ-2014.1 (Crystal Mountain) - staff to investigate Section 1(d) of Bylaw 256 and give recommendations regarding whether it is lawful and staff draft a definition of "retreat user" consistent with the consideration raised in LTC discussion.	Brad Smith	Target: 19-Nov-2021	In Progress



Follow Up Action Report

Galiano Island

07-Sep-2021

Activity	Responsibility	Dates	Status
2 13.1 GL-RZ-2014.1 (Crystal Mountain) - staff to investigate the possibility of maintaining a percentage of forest cover by covenant.	Brad Smith	Target: 19-Nov-2021	In Progress
3 13.1 GL-RZ-2014.1 (Crystal Mountain) draft a suitably worded Land Title Act Section 219 covenant that reflects the required conditions of rezoning	Brad Smith	Target: 19-Nov-2021	In Progress

04-Oct-2021

Activity	Responsibility	Dates	Status
1 8.1 Sept 7 LTC meeting minutes adopted as amended (amendment in meeting minutes)	Robin Ellchuk	Target: 22-Oct-2021	Completed
2 13.1 GL-RZ- 2005.2 (Romagnoli-Smith) - LTC directed that the application be closed - communicate status to applicant (Brad), close out file (Dionne), update TAPIS (Brad then Dionne when file closed) remove files from applications webpage (Robin), close out bylaw 210 (Jas)	Brad Smith Jas Chonk Robin Ellchuk	Target: 22-Oct-2021	Completed
3 15.1 Project priorities list - remove STVR and technical amendments projects from priority projects list	Brad Smith	Target: 15-Oct-2021	Completed
4 15.4 APC - Staff to initiate process for membership on new 2 year term for APC - starting in Feb 2023	Brad Smith Jas Chonk	Target: 30-Nov-2021	In Progress

Follow Up Action Report

Galiano Island

04-Oct-2021

Activity	Responsibility	Dates	Status
5 16.1/16.2 LTC to draft letter to Ministry of Mines re consultation with Galiano LTC on mines applications - LTC Chair to draft letter - staff to support vetting to Ministry	Brad Smith Robin Ellchuk	Target: 12-Nov-2021	Completed
6 16.5 LTC 2022 Meeting Schedule - approved as presented - staff to finalize dates and hall bookings.	Robin Ellchuk	Target: 29-Oct-2021	Completed

26-Nov-2021

Activity	Responsibility	Dates	Status
1 16.3 Model fees bylaw - LTC direct staff to develop new fees bylaw for Galiano consistent with proposed models fee bylaw for consideration of adoption including paragraphs 5 and 6 (on page 54 of agenda package) as recommended	Brad Smith Jas Chonk Robert Kojima	Target: 01-Dec-2021	In Progress

DATE OF MEETING: November 8, 2021
TO: Galiano Island Local Trust Committee
FROM: Phil Testemale, Planner 2
Southern Team
COPY: Brad Smith, Island Planner
SUBJECT: Development Variance Permit Application
Applicant: Terry Ingram and Ruby Munro
Location: 1665 Sturdies Bay Road

RECOMMENDATION

1. That the Galiano Island Local Trust Committee approve issuance of Development Variance Permit application GL-DVP-2021.6 (Ingram).

REPORT SUMMARY

The purpose of the report is to consider a Development Variance Permit. The siting variances are for a proposed structure (septic disposal field).

RATIONALE FOR VARIANCE

Granting the variance will:

- Permit the siting of a septic disposal field consistent with Island Health permit filed for the subject property.
- Minimize potential health and environmental impacts of the septic field on a difficult and constrained site.
- Give certainty to the owners for site planning of a future dwelling.

BACKGROUND

The application is for a new septic disposal field being that will be constructed in advance of a dwelling on the property. Specifically, the application is to vary the **front** and **interior side lot setback** provisions of the **Village Residential 2 (VR2) Zone** in the Galiano Island Land Use Bylaw No. 127, 1999 (LUB) as shown in Figure 2 and as follows:

- a) Article 5.2.6.1 which states that buildings and structures must be sited at least 7.5 metres from front and rear lot lines is varied to permit the siting of a structure (septic disposal [absorption] field) within **1.0 metres** of the front lot line.

- b) Article 5.3.6.2 which states that buildings and structures must be sited at least 3.0 metres from each interior lot line is varied to permit the siting of a structure (septic disposal [absorption] field) within **1.0 metres** of an interior lot line.

Granting the variances would allow the owners to finalize the siting of the septic field in order to further plan the location of the driveway, a future dwelling and other buildings on the property.

The subject property is 0.17 ha (0.43 ac) in size and located at **1665 Sturdies Bay Road**. It currently contains a small accessory building (shed), a travel trailer (sited temporarily), a gravel driveway and some foundation footings for an unbuilt structure (Attachment 2.8).

The waterfront property poses challenges for locating a septic field given its size and configuration, LUB setbacks for the zone and natural boundary of the sea (NBS) and Ministry of Health regulations (Figure 2). Additionally, the property's topography, the location of existing mature trees and soil conditions add further constraints (Attachments 2.2, 2.5 and 2.8).

The design and siting of the septic system was undertaken by Brent Dennis, P.Eng. of BWD Engineering. The basis for the current siting is the Record of Sewerage System dated August 3, 2021 (Attachment 3) and was filed with Island Health (VIHA) on August 4, 2021. The proposed system is a Type 2 treatment system (partial treatment prior to dispersal) that includes a pump tank, septic storage/treatment and dispersal field.

However, the report included with the application was prepared in 2017 for a previous owner, and had a rectangular layout that is different from the current linear one (Attachment 2.7). Notice and draft permit sent to neighbours for notification in early August was based on the submitted 2017 plan. The plan subsequently filed on August 4th, and submitted to staff in mid-August, exceeded the minimum front and side yard setbacks of the drafted DVP. The applicant's options were for the engineer to site the septic field consistent with the original plan, or to redraft the permit and send new notification consistent with the new siting.

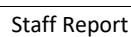
The engineer revisited the property in late August to determine the feasibility of using the original siting and concluded that the new, linear design reflects improved industry knowledge and best practices, and further minimizes health risks to the natural environment, the subject property and the adjacent property to the east (Attachment 5).

A revised notice and DVP was circulated to neighbours in early September. The applicant was also required provide an exemption to Development Permit (DPA) Area 7 – Steep Slope Moderate Hazard (below).

A copy of the Notice and proposed permit GL-DVP-2021.6 (Ingram) are Attachments 6 & 7.

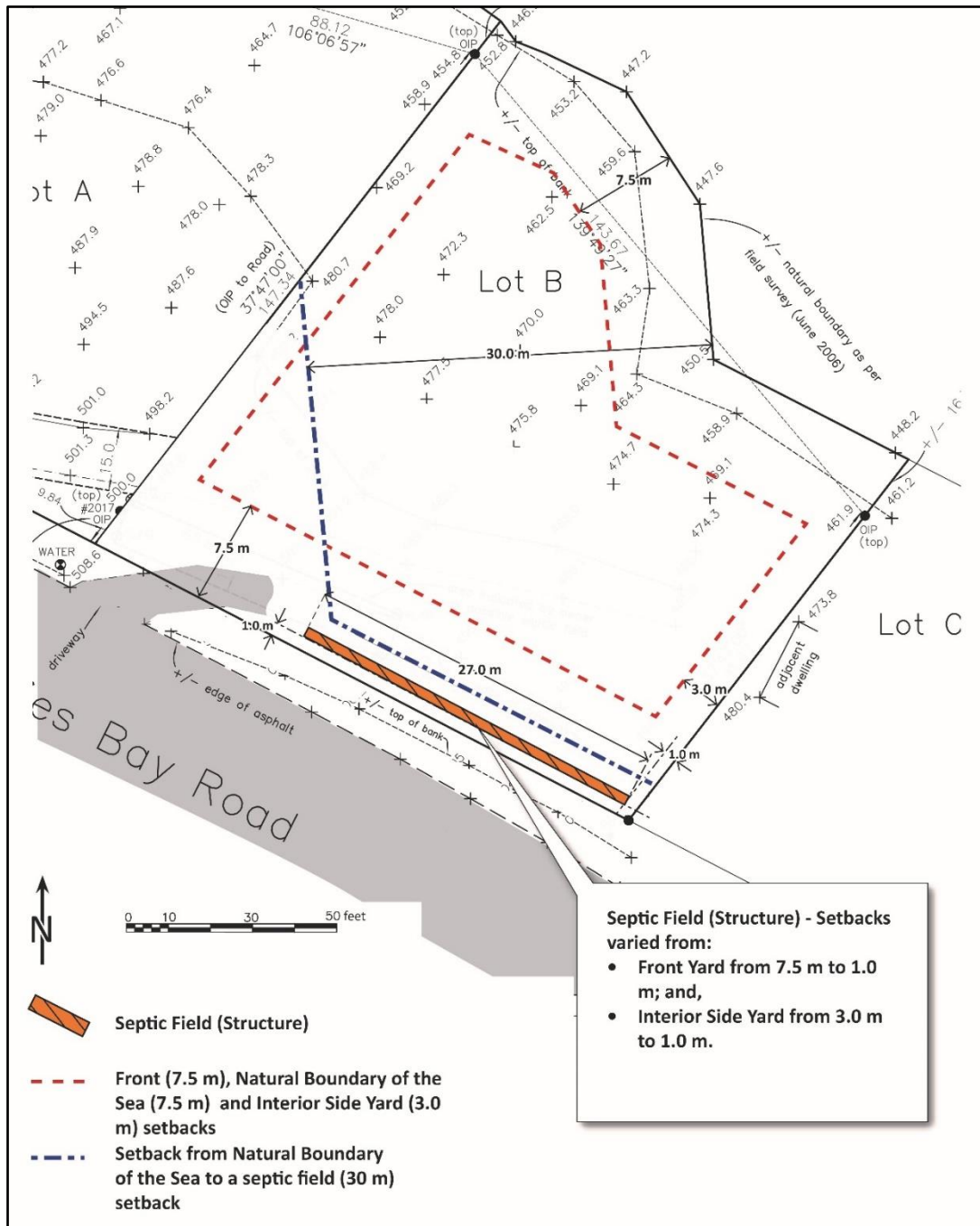
Staff visited the subject property on July 7, 2021 (Attachment 2.8 – Photographs).

Islands Trust

 $\overline{3}22$

The property is zoned **Village Residential 2 (VR2) Zone** in the Galiano Island Land Use Bylaw No. 127, 1999.

Figure 2 – Site Plan



Issues and Opportunities

Impact on Neighbouring Properties and Natural Environment

The most impacted neighbour by the proposed variance would be the adjacent property to the east. That neighbour had initial concerns about the siting, however, upon speaking with the engineer directly, he has now confirmed he has no objections (Attachment 5).

The siting minimizes health risks to neighbouring properties and the foreshore and ocean environment.

The Intent of the Regulation being Varied

The overall purpose of siting regulations are to minimize impacts on adjacent properties related to:

- Limiting the visual impact of development on adjacent properties.
- Establishing a consistent development pattern within a local area.
- Protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
- Maintaining a rural character.
- Establishing certainty with respect to residential development by maintaining consistent height and siting regulations.

Potential Impacts of Granting the Variance

Granting a variance can potentially create an expectation in the community with regard to future applications. As variances consider the unique circumstances pertaining to a particular situation that may warrant the relaxation of a specific zoning regulation each application should be evaluated on its own merits.

Consultation

DVP Notices were circulated to surrounding property owners and residents. The notification period ended at 4:30 p.m. on September 29, 2021.

The original notice in August generated one written response from the owners of Lot 3 that objected to the variance on the basis that it would block a portion of a longstanding informal driveway. That is a private driveway that runs parallel to Sturdies Bay Road starting on the west part of subject property and crossing adjacent Lots C and 3 to the east where it re-joins the road. In the past that has provided a convenient pull through access to all three (3) properties, however, there is no legal easement associated with the driveway and the owners of the subject property are not obliged to maintain any informal arrangement between property owners.

The owner of Lot C (1753 Sturdies Bay Road) confirmed that he has no objections to the siting variance. Any further submissions received prior to the LTC meeting will be forwarded to Trustees 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 DVP application is consistent with respect to LTC Standing Resolutions on reconciliation. Notwithstanding, to provide applicants with awareness regarding unknown archaeological areas, staff will forward the Islands Trust Chance Find Protocol and the provincial Archaeological Branch guidelines on *Heritage Act* directly to the applicants.

Rationale for Recommendation

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

- The rationale for the variance is reasonable.
- The variance would permit siting that minimizes health risks to the foreshore and ocean environment and the most impacted neighbour to the east.

- The proposed variance does not challenge the intent of the regulation.
- The applicant has provided three letters of support and notification, to date has generated no further responses.

ALTERNATIVES

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. Deny the application

The LTC may deny the application. If this alternative is selected, the LTC should state the reasons for denial.

Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee deny application GL-DVP-2021.6 (Ingram) for the follows reasons_____.

NEXT STEPS

- If the application is denied, the owners could apply to the Board of Variance.

Submitted By:	Phil Testemale, Planner 2	October 27, 2021
Concurrence:	Robert Kojima, Regional Planning Manager	October 27, 2021

ATTACHMENTS

1. Site Context
2. Maps, Plans, Photographs
3. Record of Sewerage System (VIHA)
4. Engineer's Letter (addendum)
5. Correspondence
6. Notice
7. Draft Development Variance Permit GL-DVP-2021.6

ATTACHMENT 1 – SITE CONTEXT

LOCATION

Legal Description	Lot B, Section 7, Galiano Island, Cowichan District Plan 11815
PID	004-881-681
Civic Address	1665 Sturdies Bay Road, Galiano Island
Lot Size	0.17 hectares (0.41 acres)

LAND USE

Current Land Use	Vacant (Temporary travel trailer)
Surrounding Land Use	Residential (Village Residential 2 [VR2]), Marine (M)

HISTORICAL ACTIVITY

File No.	Purpose

POLICY/REGULATORY

Official Community Plan Designations	Galiano Island OCP No. 108, 1995 Designations: VR2 – Village Residential 2 Development Permit Areas (DPAs – Attachment 2.2): • DPA 2 – Shoreline and Marine • DPA 7 Steep Slope Moderate Hazard
Land Use Bylaw	Galiano Island LUB No. 127, 1999: Village Residential 2 (VR2) – Attachment 2.1
Other Regulations	Water Management Area - does not apply with current development.
Covenants	None
Bylaw Enforcement	None

SITE INFLUENCES

Islands Trust Conservancy	There are no Conservancy covenants or properties in the direct area; therefore no referral has been made to the Board.
Regional Conservation Strategy	The proposal does not impact the objectives and priorities of the Islands Trust Conservancy regional conservation plan.
Species at Risk	None
Sensitive Ecosystems	See mapping - Attachment 2.3 to 2.4. Location of septic field maximize distance to natural boundary of the sea /foreshore.
Hazard Areas	Attachments 2.2 and 2.5 - Medium slope hazard. Exemption granted based on geotechnical assessment.

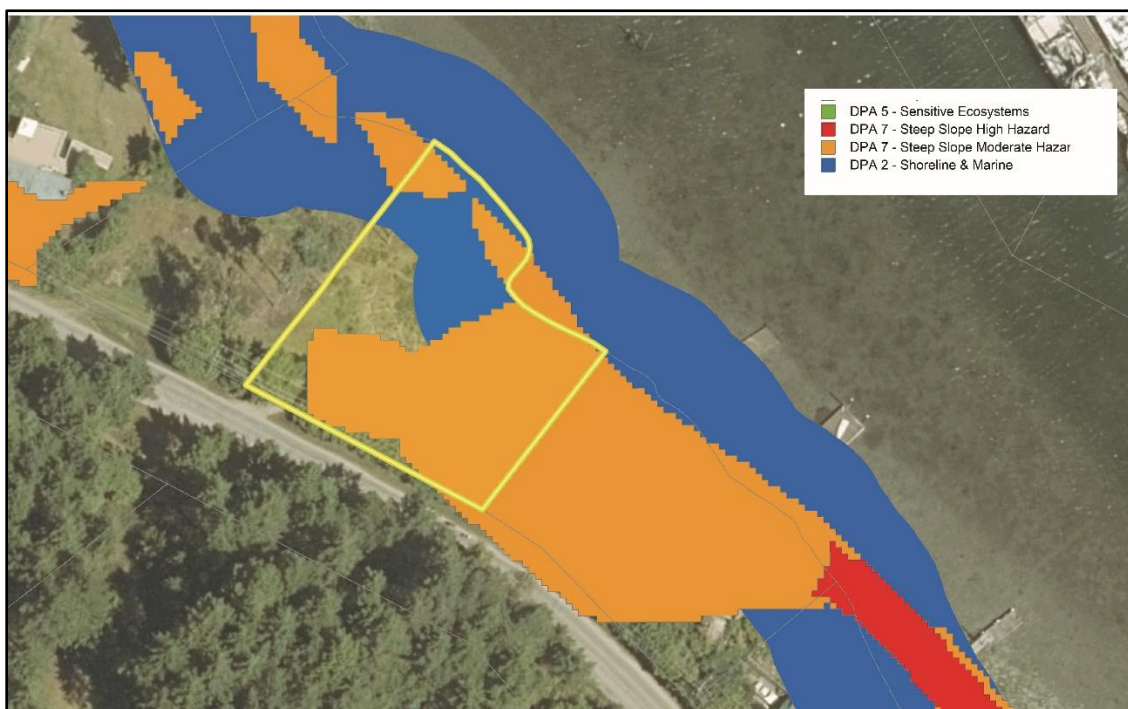
Archaeological Sites	Staff have provided the Islands Trust Chance Find Protocol and the Provincial Archaeological Branch guidelines on <i>Heritage Act</i> and directed the applicant to the following guidelines: • All archaeological and cultural heritage is protected under the <i>Heritage Conservation Act</i> and areas of archaeological potential may contain undocumented archaeological sites which would be automatically protected under the <i>Heritage Conservation Act</i> (including all intact or disturbed sites) and require a permit from the BC Archaeology Branch. Further information regarding permits: https://www2.gov.bc.ca/gov/content/industry/natural-resource-use/archaeology/permits. • In the event that archaeological features or materials are found, either intact or disturbed on the subject property, stop work immediately and contact the BC Archaeology Branch at 250-953-3334 or archaeology@gov.bc.ca. • Any impacts, would include the following: landscaping, tree removal, digging, using heavy equipment, development, fencing, footings, or any form of groundwork. • For more information regarding registered archaeological sites and archaeological potential on the subject property, submit an Archaeological Information Request Form: www.archdatarequest.nrs.gov.bc.ca, or contact Islands Trust to access mapping of the subject property.
Climate Change Adaptation and Mitigation	Minimal land alteration – in ground structure.
Shoreline Classification	Rock Shoreline - Low Rock/Boulder
Shoreline Data in TAPIS	Forage fish mapped south approximately 150 m. (Attachment 2.4)

ATTACHMENT 2 – MAPS, PLANS, DRAWINGS, PHOTOGRAPHS

2.1 ORTHOZONING



2.2 DPAs



2.2 SEM (TERRESTRIAL)



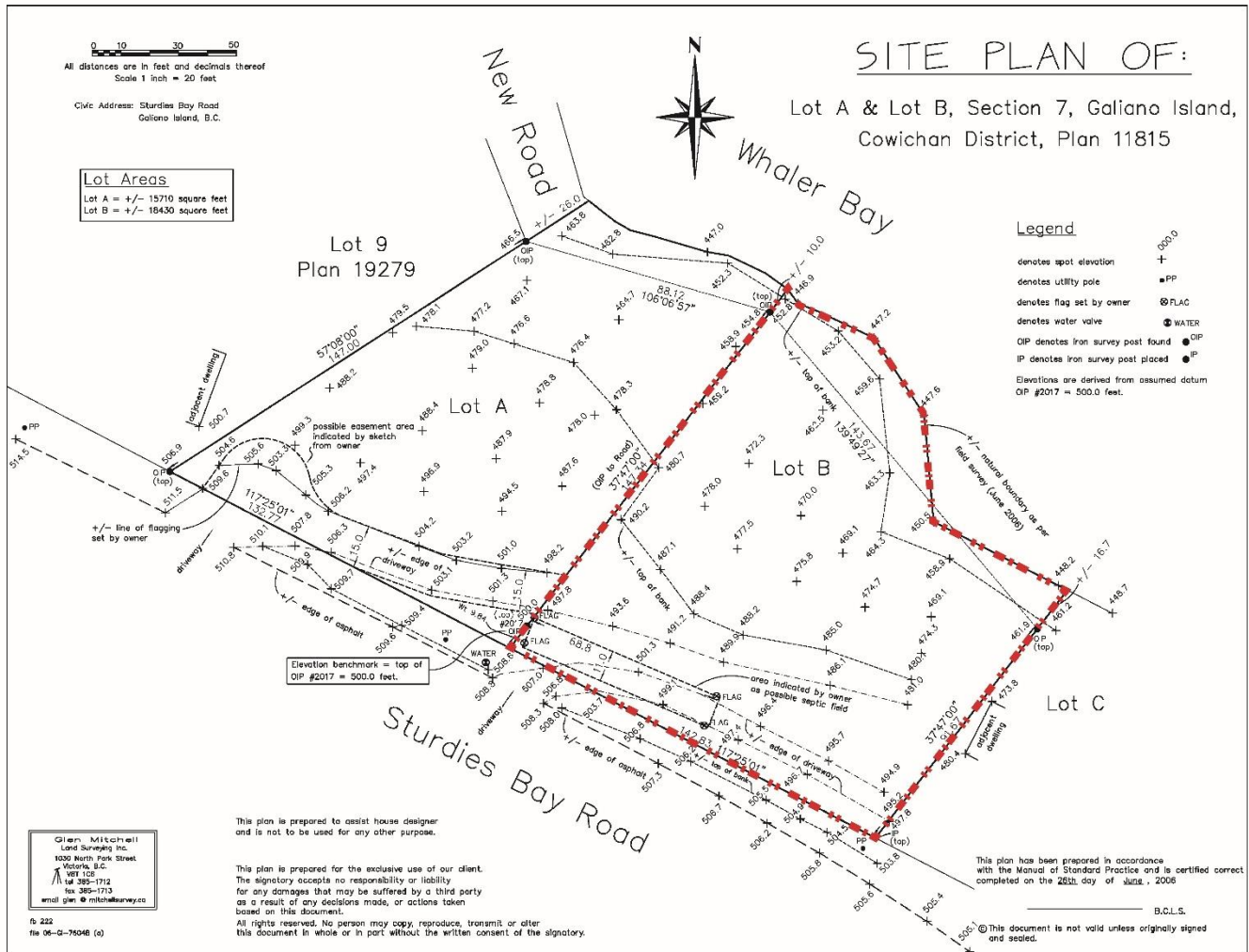
2.4 SEM (MARINE) & SHORELINE TYPE



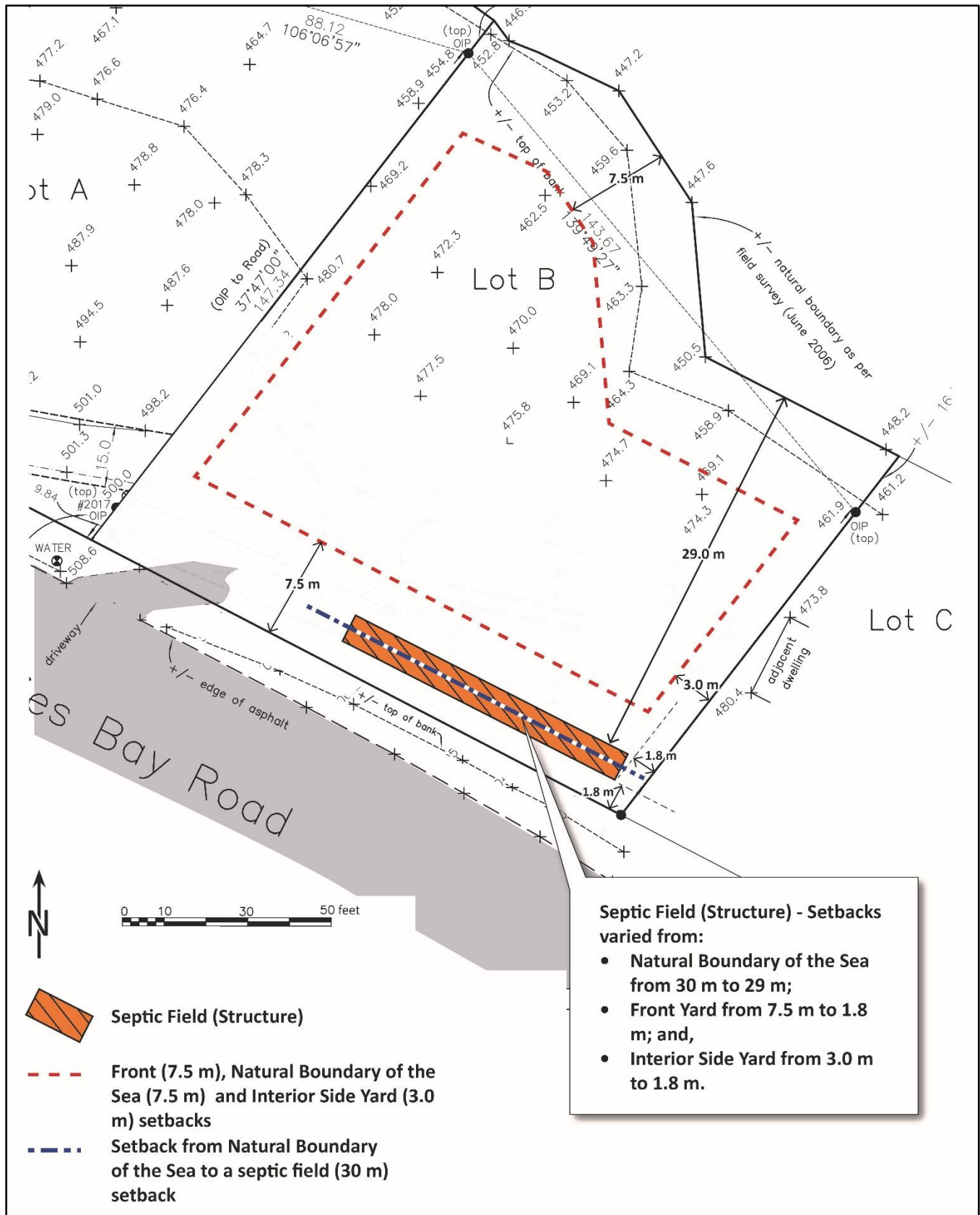
2.5 STEEP SLOPE & CONTOURS



2.6 SURVEY PLAN

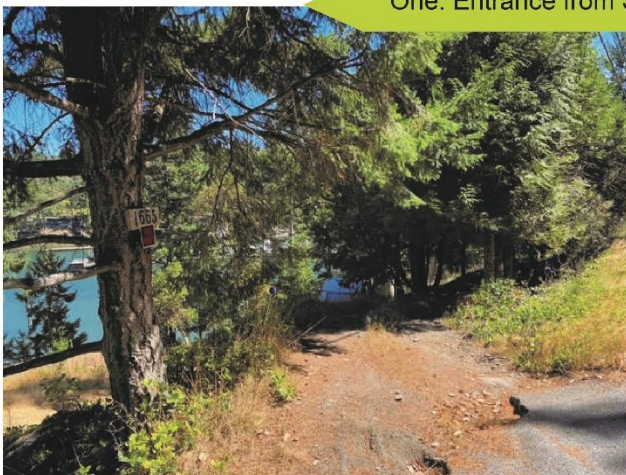


2.7 PREVIOUS SEPTIC FIELD CONFIGURATION (2017)

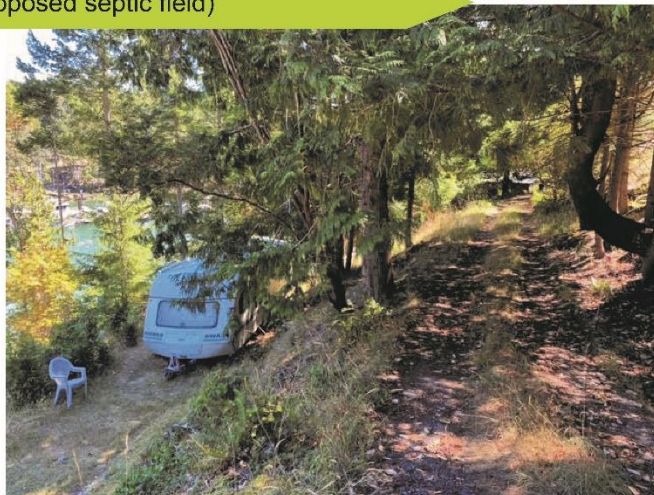


2.8 PHOTOGRAPHS

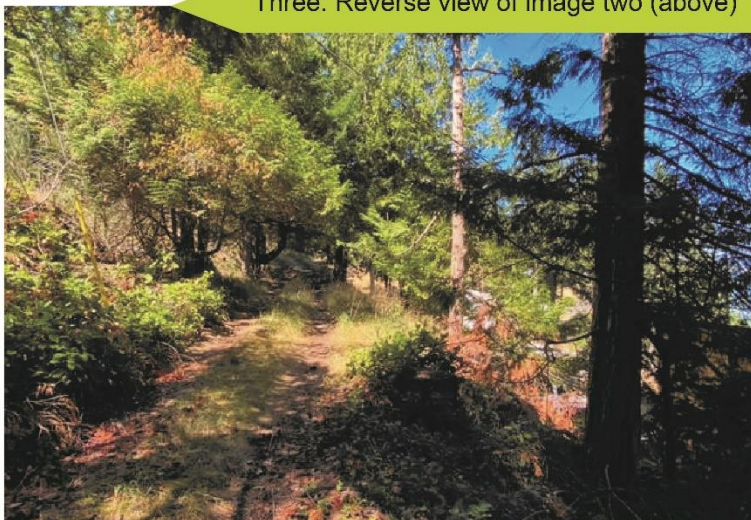
One: Entrance from Sturdies Bay Road on west side of property.



Two: View east along driveway (site of proposed septic field)

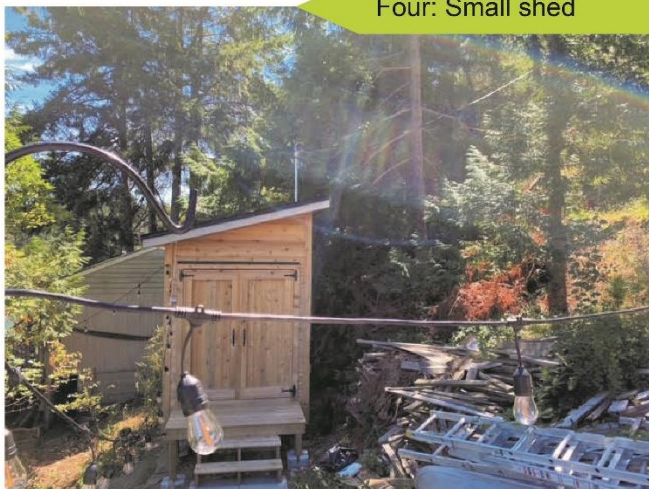


Three: Reverse view of image two (above)

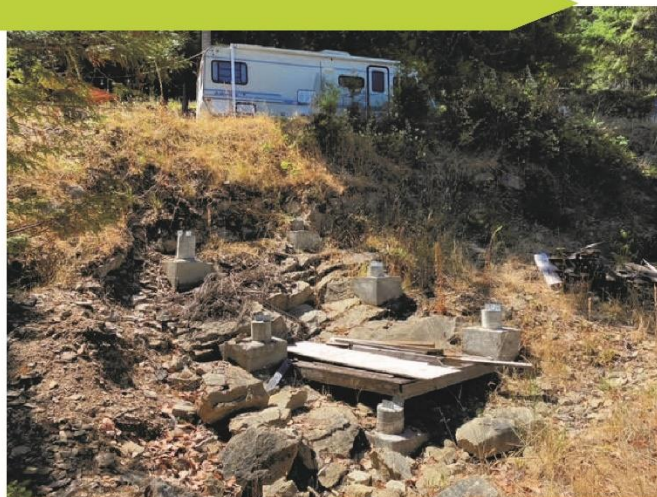


2.8 PHOTOGRAPHS (CONT'D)

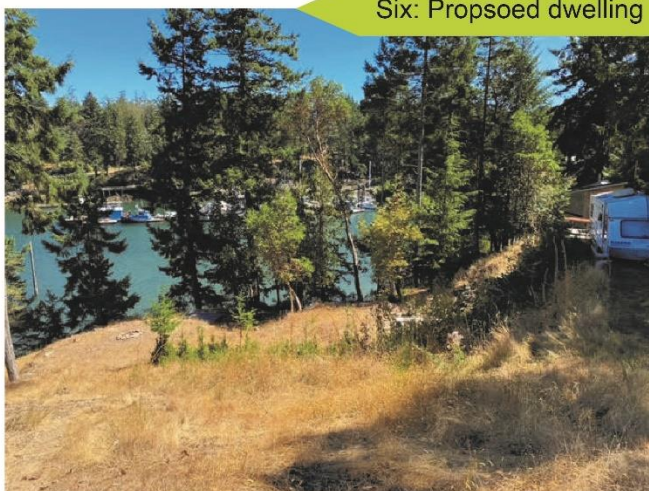
Four: Small shed



Five: Existing footings

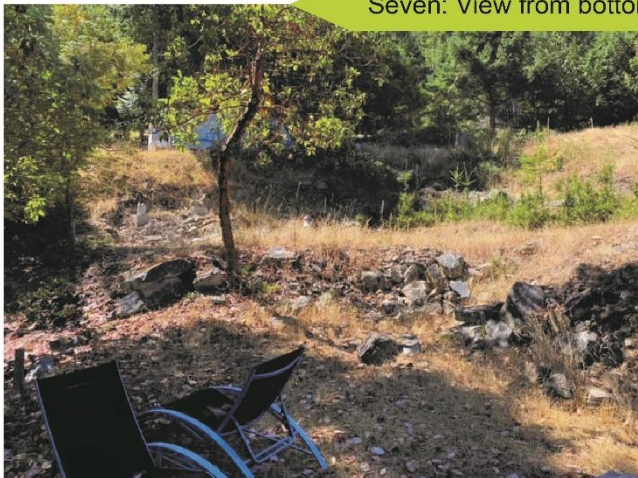


Six: Proposed dwelling location

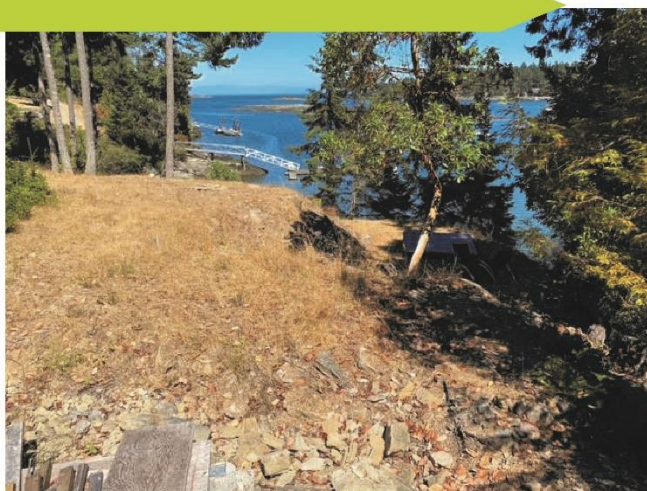


2.8 PHOTOGRAPHS (CONT'D)

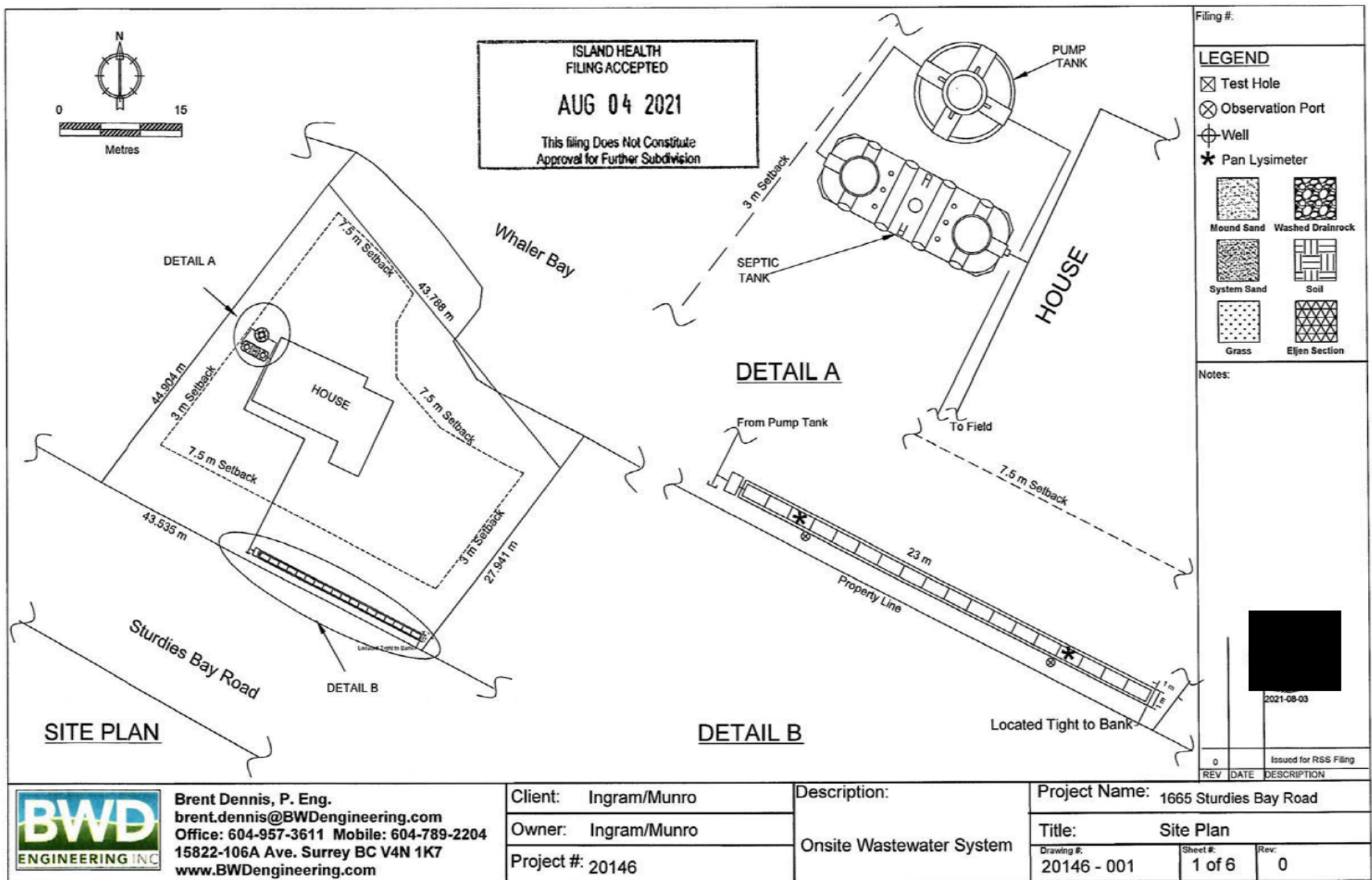
Seven: View from bottom of property up toward road.



Eight: Shoreline area



RECORD OF SEWERAGE SYSTEM				FILING # (OFFICE USE ONLY): GV21/381	
1. PROPERTY INFORMATION 	☒ NEW CONSTRUCTION ☐ ALTERATION ☐ REPAIR		☐ AMENDMENT – ORIGINAL FILING #:		
	TAX ASSESSMENT ROLL #: 01-764-02127.012		PID #: 004-881-681		
	LEGAL DESCRIPTION (PLAN, LOT, DISTRICT LOT, BLOCK NUMBERS): Lot B, Plan VIP11815, Sec 7, LD 16, Portion Galiano Island				
	STREET (CIVIC) ADDRESS OR GENERAL LOCATION: 1665 Sturdies Bay Road			CITY: Galiano Island	
2. OWNER INFORMATION	NAME OF LEGAL OWNER: Terry Ingram, Janet Munro		MAILING ADDRESS: 1441 Walnut Avenue		
	PHONE: [REDACTED]	CITY: Vancouver	PROV: BC	POSTAL CODE: V6J 2R2	
3. AUTHORIZED PERSON INFORMATION	NAME OF AUTHORIZED PERSON: Brent Dennis, P. Eng.		REGISTRATION #: 17359		MAILING ADDRESS: 15822 - 106A Ave
	PHONE: [REDACTED]	EMAIL: [REDACTED]	CITY: Surrey	PROV: BC	POSTAL CODE: V4N 1K7
4. STRUCTURE INFORMATION	SEWERAGE SYSTEM WILL SERVE:				
	☒ SINGLE FAMILY DWELLING ☐ OTHER STRUCTURE (SPECIFY) ☐ OTHER DWELLING (SPECIFY)				
5. SITE INFORMATION	DEPTH OF NATIVE SOIL TO SEASONAL HIGH WATER TABLE OR RESTRICTIVE LAYER (cm): 35		INFORMATION RESPECTING THE TYPE, DEPTH AND POROSITY OF THE SOIL IS ATTACHED ☒ YES ☐ NO		
	GPS LOCATION OF SYSTEM (DECIMAL DEGREES) LATITUDE: 48.883093 LONGITUDE: -123.327760				
6. DRINKING WATER PROTECTION	HORIZONTAL ACCURACY (m) ¹⁰ _____ ☒ RECREATIONAL GPS ☐ DIFFERENTIAL GPS				
	WILL THE SEWERAGE SYSTEM BE LOCATED LESS THAN 30m FROM A WELL? ☐ YES ☒ NO IF YES, ATTACH A PROFESSIONAL'S REPORT AND SPECIFY THE INTENDED DISTANCE _____ (m) DISTANCE OF PROPOSED SEWERAGE SYSTEM TO THE CLOSEST SURFACE WATER >30 (m)				
7. SYSTEM INFORMATION	SEWERAGE TREATMENT METHOD: ☐ TYPE 1 ☒ TYPE 2 ☐ TYPE 3				
8. LEGAL OR REGULATORY CONSIDERATIONS	☒ CONSTRUCTION OF THE PROPOSED SEWERAGE SYSTEM WILL NOT CONFLICT WITH LEGAL INSTRUMENTS REGISTERED ON THE PROPERTY.		IS THIS FILING SUBMITTED AS THE RESULT OF AN ORDER FROM THE HEALTH AUTHORITY? ☐ YES (ATTACH A COPY OF THE ORDER) ☒ NO		
9. PLOT PLAN AND SPECIFICATIONS	☒ PLOT PLAN (TO SCALE) AND SPECIFICATIONS ARE ATTACHED ☒ THE PLANS AND SPECIFICATIONS ARE CONSISTENT WITH STANDARD PRACTICE SOURCE OF STANDARD PRACTICE: ☒ MINISTRY OF HEALTH STANDARD PRACTICE MANUAL ☐ OTHER				
10. AUTHORIZED PERSON'S SIGNATURE	SIGNATURE: [REDACTED]		OFFICE USE ONLY		
	DATE: 2021-08-03		FILING ACCEPTED DATE: August 4, 2021 RECEIPT NUMBER: 2108RAB15647		



Brent Dennis, P. Eng.
 brent.dennis@BWDengineering.com
 Office: 604-957-3611 Mobile: 604-789-2204
 15822-106A Ave. Surrey BC V4N 1K7
 www.BWDengineering.com

Client: Ingram/Munro
 Owner: Ingram/Munro
 Project #: 20146

Description:
 Onsite Wastewater System

Project Name: 1665 Sturdies Bay Road

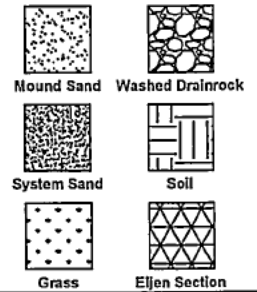
Title: Site Plan

Drawing #: 20146 - 001	Sheet #: 1 of 6	Rev: 0
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Filing #:

LEGEND

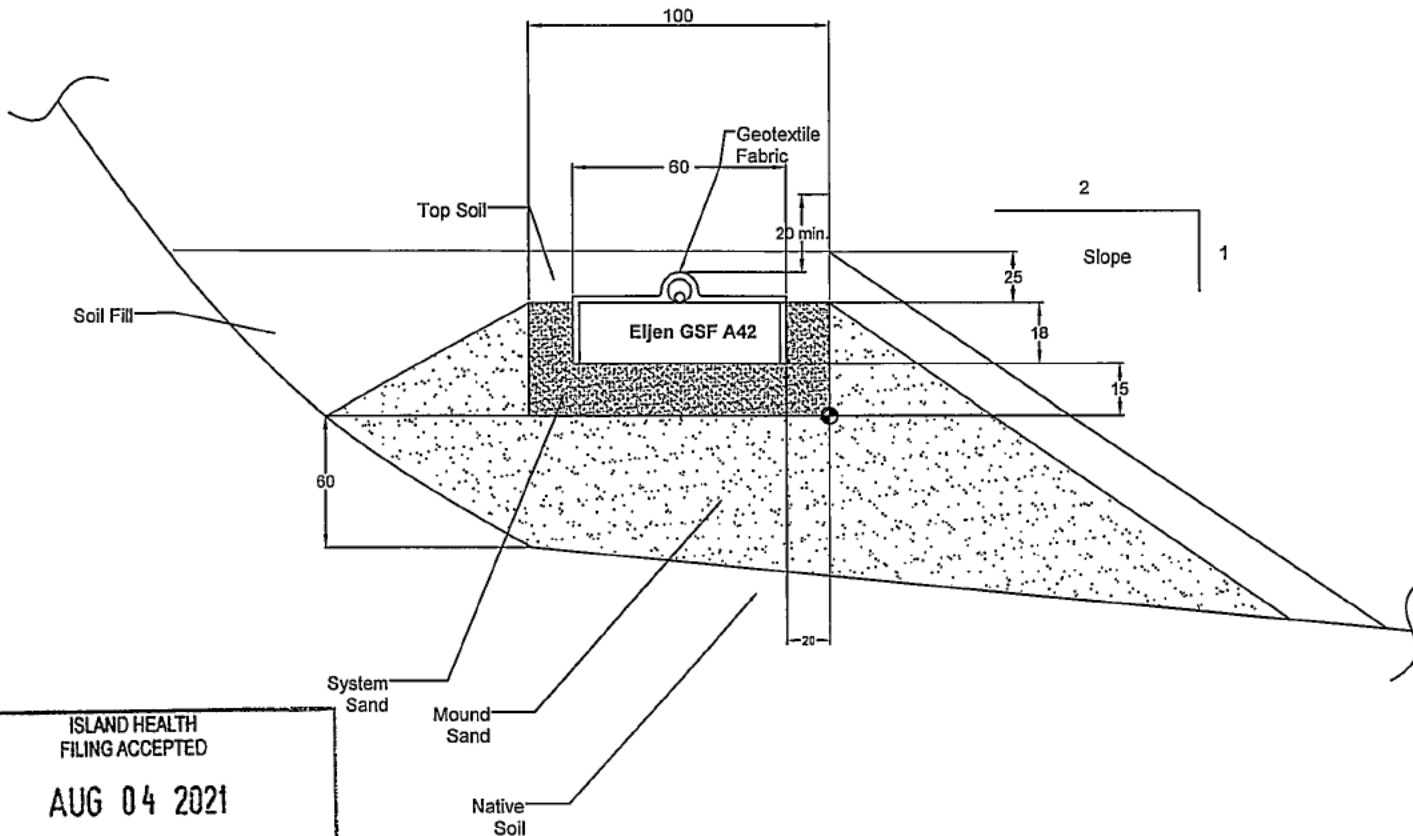
- ☒ Test Hole
- ⊗ Observation Port
- ⊕ Well
- * Pan Lysimeter
- Point of Application



Notes:



2021-08-03



ISLAND HEALTH
FILING ACCEPTED

AUG 04 2021

This filing Does Not Constitute
Approval for Further Subdivision

Notes:

- Top Soil To Be Sloped For Settling And Water Run Off

NOT TO SCALE; ALL DIMENSIONS IN CM

0	Issued For RSS Filing
Rev	Date Description

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Client: Ingram / Munro
Owner: Ingram / Munro
Project #: 20146

Description:

Project: 1665 Sturdies Bay Road

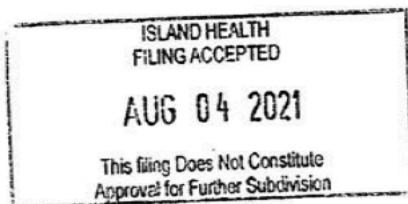
Title: Field Section-Eljen 1 Row on Slope

Drawing #: 20146-001

Sheet #: 2 of 6

Rev:

038

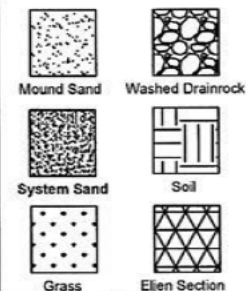


- NOTES:
1. One (1) Orifice every 1.2m drilled at 12 O'Clock
 2. Every forth orifice drilled at 5 O'Clock
 3. Orifice sizing to be determined by Engineer after pump purchase.

Filing #:

LEGEND

- ☒ Test Hole
- ⊗ Observation Port
- ⊕ Well
- ✱ Pan Lysimeter
- ⊙ Point of Application

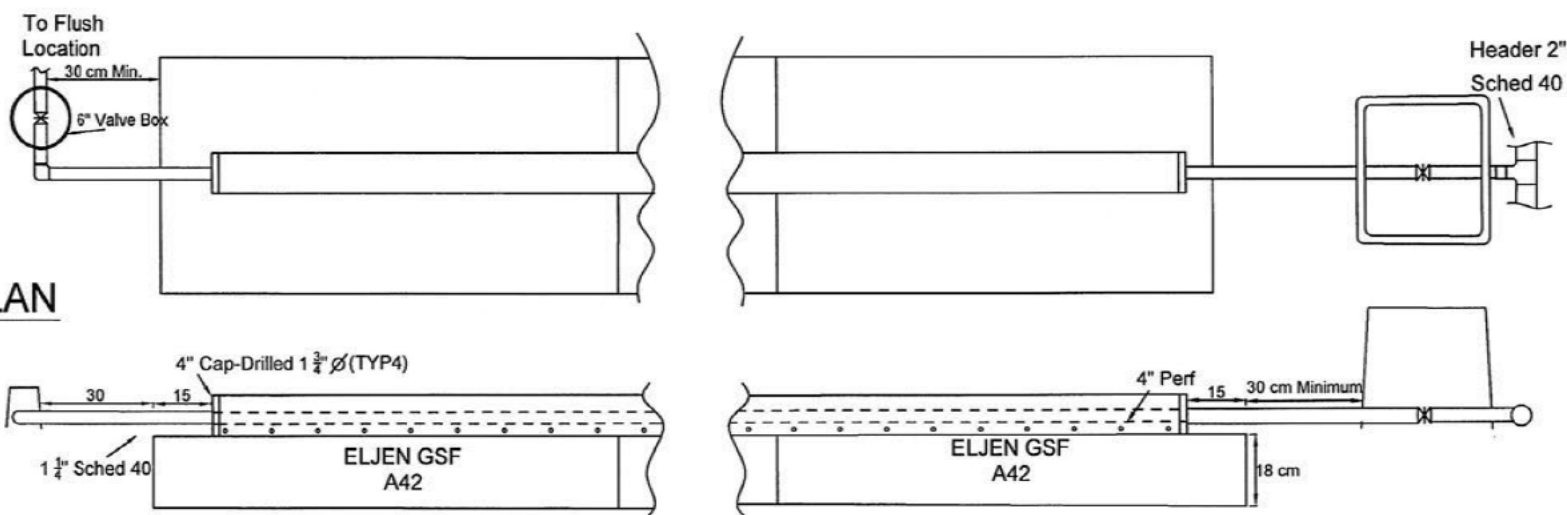


Notes:



2021-08-03

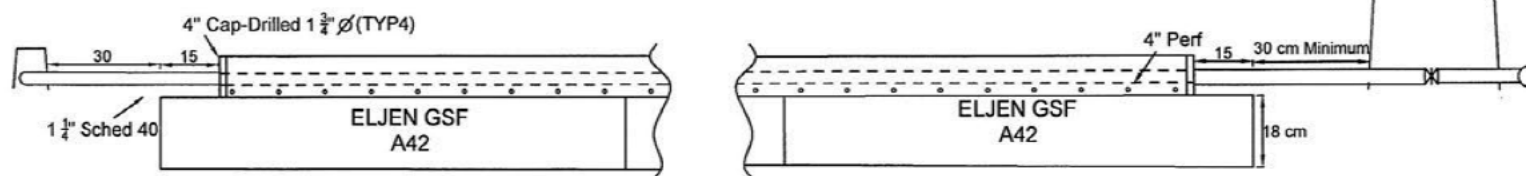
PLAN



DISTAL END

PROXIMAL END

SECTION



ALL DIMENSIONS IN CM



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Client: Ingram / Munro
Owner: Ingram / Munro
Project #: 20146

Description:
Onsite Wastewater System

Project: 1665 Sturdies Bay Road
Title: Distribution Piping Detail- Eljen End Feed
Drawing #: 20146-001
Sheet #: 3 of 6
Rev: 039

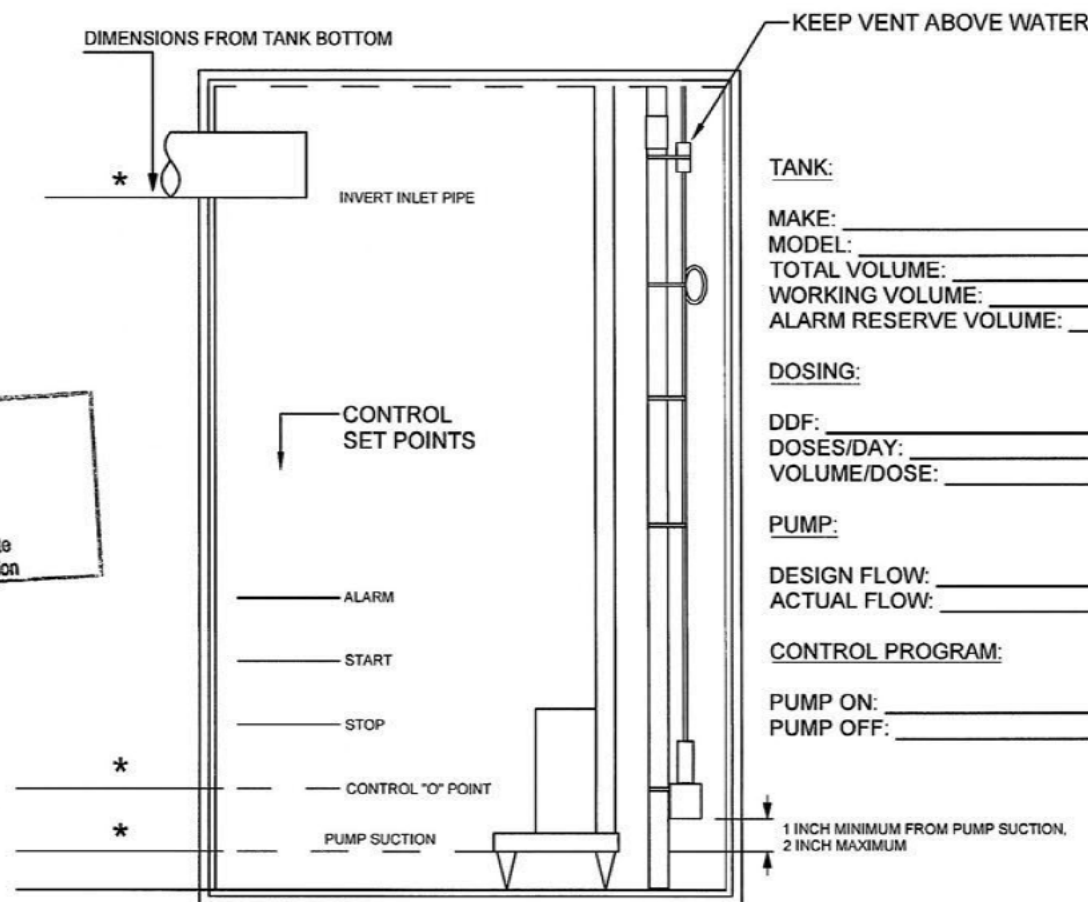
Rev	Date	Description
0		Issued For RSS Filing

Filing #:

LEGEND

- ☒ Test Hole
- ☒ Observation Port
- ☒ Well
- ☒ Pan Lysimeter
- ☒ Point of Application

Notes:



TANK:

MAKE: _____
 MODEL: _____
 TOTAL VOLUME: _____
 WORKING VOLUME: _____
 ALARM RESERVE VOLUME: _____

DOSING:

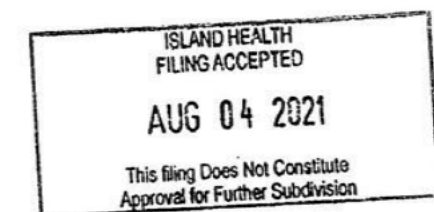
DDF: _____
 DOSES/DAY: _____
 VOLUME/DOSE: _____

PUMP:

DESIGN FLOW: _____
 ACTUAL FLOW: _____

CONTROL PROGRAM:

PUMP ON: _____
 PUMP OFF: _____



NOTES:

- ALL ELECTRICAL TO MEET BC ELECTRICAL CODE
- NO JUNCTION BOXES ALLOWED INSIDE TANKS
- ALL ELECTRICAL AND CONTROL CABLES IN TANK TO HAVE EXCESS LENGTH TO ALLOW FOR UNHINDERED EXTRACTION OF PUMP(S) AND LEVEL TRANSDUCER WITHOUT DISCONNECTION.
- * DIMENSIONS TO BE SUPPLIED BY CONTRACTOR AS-BUILT.
- REMAINDER TO BE COMPLETED BY THE ENGINEER AFTER COMMISSIONING.

2021-08-03

NOT TO SCALE, DIMENSIONS IN CM

0 Issued For RSS Filing
 Rev Date Description



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Client: Ingram / Munro
 Owner: Ingram / Munro
 Project #: 20146

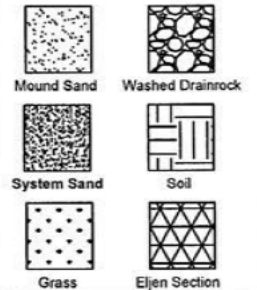
Description:
 Onsite Wastewater System

Project: 1665 Sturdies Bay Road
 Title: Demand Dose Control - Pressure Transducer
 Drawing #: 20146-001
 Sheet #: 5 of 6
 Rev: 40

Filing #:

LEGEND

- ☒ Test Hole
- ⊗ Observation Port
- ⊕ Well
- * Pan Lysimeter
- ⊙ Point of Application

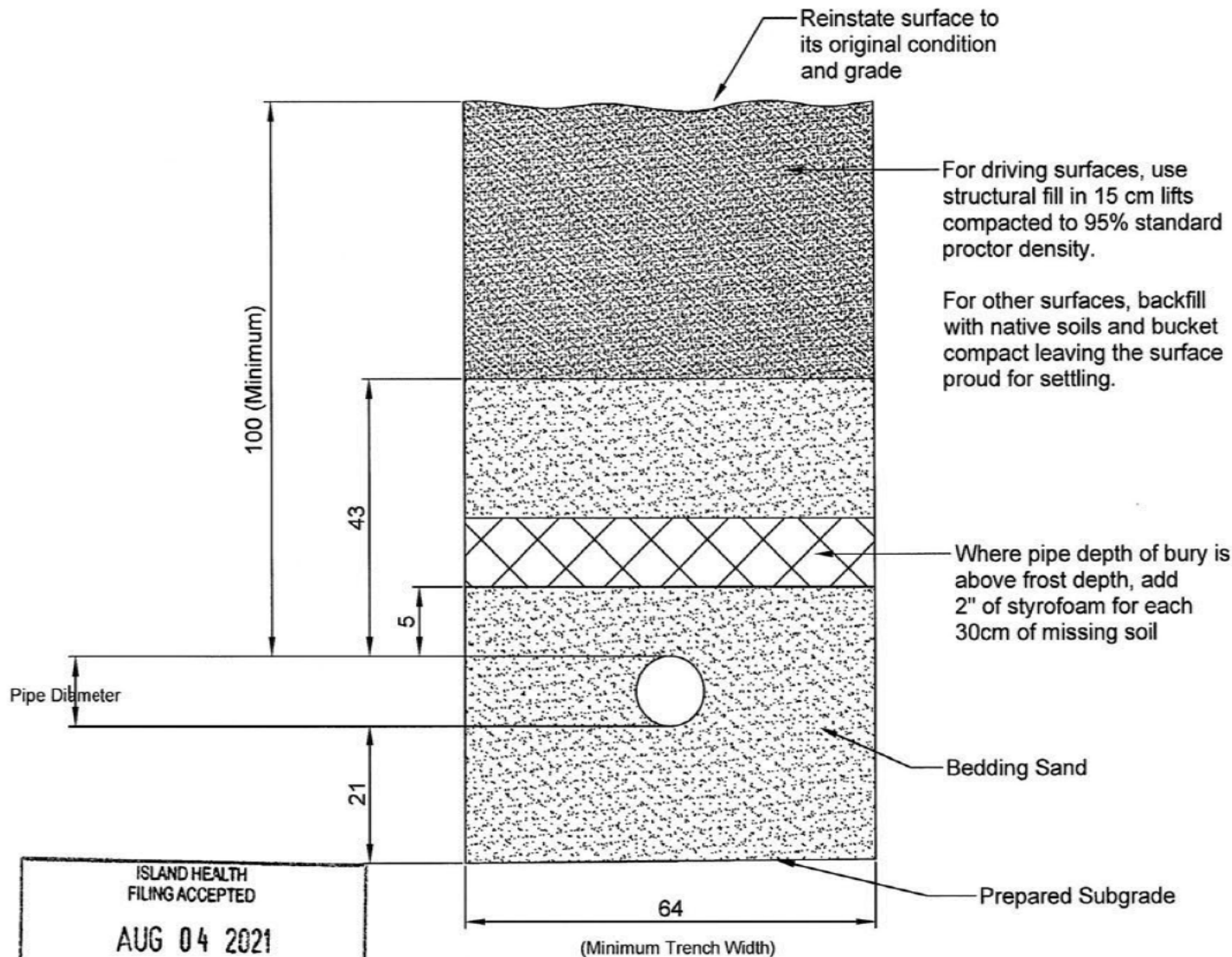


Notes:



NOT TO SCALE, DIMENSIONS IN CM

0	Issued For RSS Filing
Rev	Date Description



ISLAND HEALTH
FILING ACCEPTED

AUG 04 2021

This filing Does Not Constitute
Approval for Further Subdivision



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Client: Ingram / Munro
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Project #: 20146

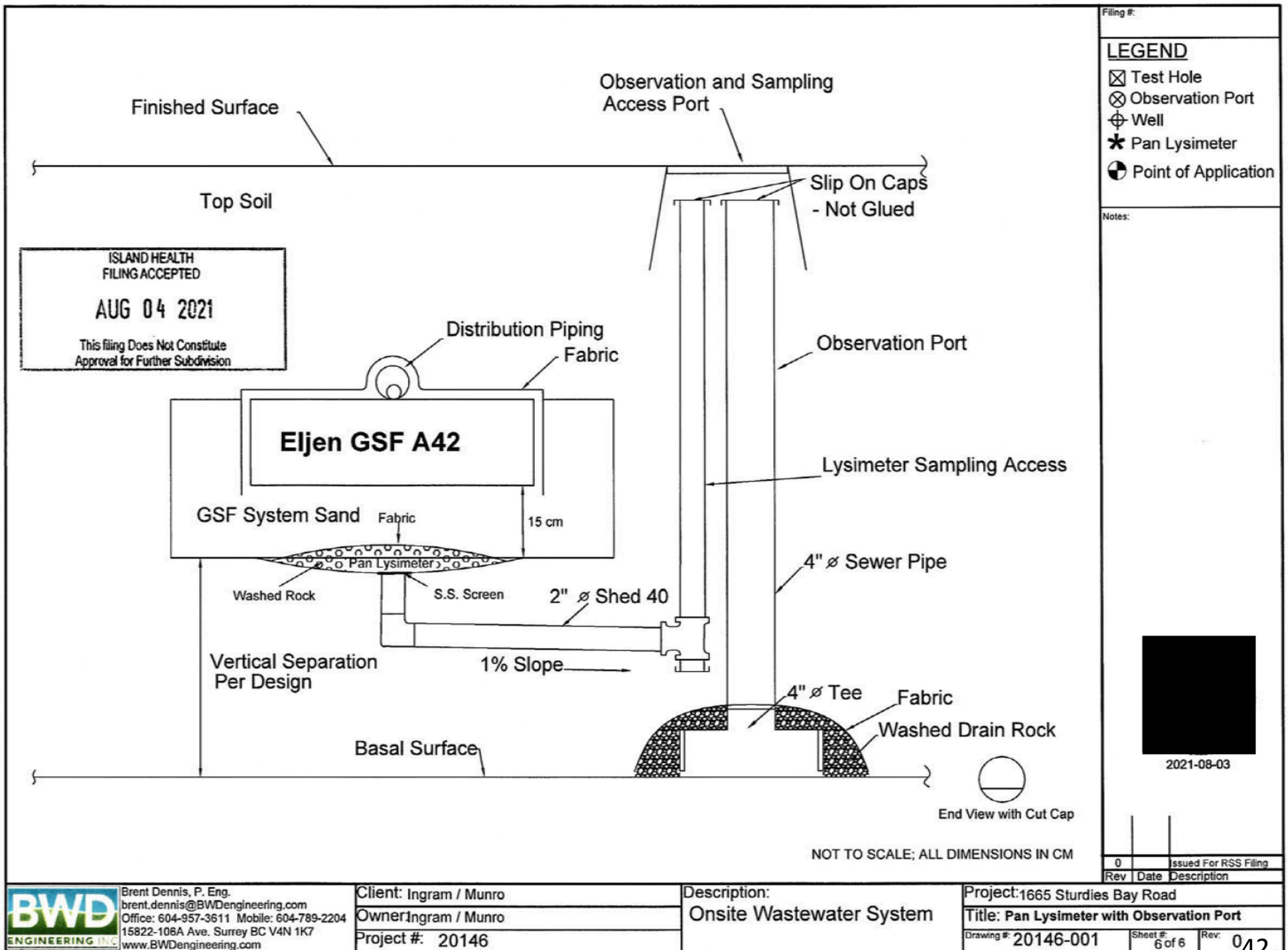
Description:
Onsite Wastewater System

Project: 1665 Sturdies Bay Road
Title: **Pipe Trench Detail**

Drawing #: 20146-001

Sheet #: 5 of 6

Rev: 041



PROJECT

Client	Ingram (Terry) and Munro (Janet)
Owner	Ingram (Terry) and Munro (Janet)
Project No.	20146
Project Name:	Lot B - 1665 Sturdies Bay Road, Galiano Island, BC

STRUCTURE(S) SERVICED

The wastewater system will service a 3-bedroom family residence. There are no future expansion plans.

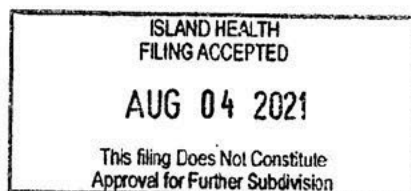
PRINCIPLE DESIGN

SYSTEM PARAMETERS

DDF	1300 L/day
HLR	23 L/m ² /day
LLR	56.5 L/m/day
Field Type	Sand Mound
Treatment System	Type 2 – Combined Treatment and Dispersal system
Distribution	Pressure – Micro Time Dose

SOILS LOG

Attached



SYSTEM DESCRIPTION AND FUNCTION

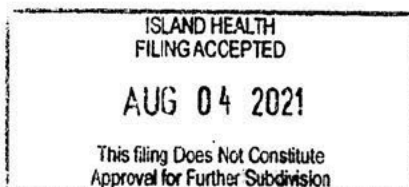
A new home is being built. No septic systems currently exist. A new septic system will service the new residence.

All sewerage from the house exits through a single line from the north corner of the building below grade by gravity directly to the septic tank. The septic tank is two-chamber with an outlet filter and high-level alarm. The effluent then flows by gravity to the pump tank. A single pump delivers effluent, controlled by a micro time dose controller, from the pump tank to the combined treatment and dispersal field. The septic and pump tank are vented through the house plumbing.

The secondary treatment is an Eljen In-Mound, Type 2 Combined Treatment and Dispersal System. This system incorporates one row of Eljen GSF A42 modules. The Eljen GSF further moderates the dosing and insures that the effluent is properly treated prior to being released into the environment. The Eljen GSF also moderates the rate of infiltration further protecting the native soils.

The distal line in the field is equipped with a shut off valve at the proximal end. There is a clean out at the distal end of the line as well. Also, the field has two combination observation / sampling ports per the site plan.

The electrical system design is by others. The control panel and pump are only specified to meet the process requirements of the sewerage system regulation and the performance requirements of the piping design. The electrical contractor is responsible for all aspects of the electrical installation and power distribution.



PROJECT SPECIFIC NOTES

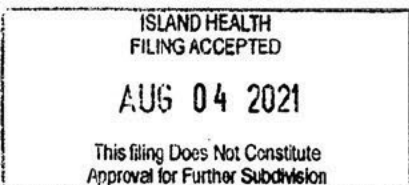
1. This system is NOT designed for backwash from a water softener or water filter.
2. This system is NOT designed for use of a garburator.
3. This system is NOT designed for floor drains, roof down spouts or any other water source not specifically noted.
4. This system IS designed for residential wastewater only.

EQUIPMENT SPECIFICATIONS

Septic Tank	Canwest RKS1000 LP c/w PL122 Filter and Reed Switch and HLA Usable Volume: 4,540
High-Level Alarm	Rhombus Tank Alert EZ
Pump Tank	Canwest RKP 500 LP Single Chamber Usable Volume: 2,270L
Pump	Ashland EP50 --- To be confirmed on final tank placement
Control Panel	Rhombus IFS Simplex c/w C-Level
Treatment System	Eljen GSF – (24) A42 Modules c/w 2 Pan Lysimeter Sampling Devices (18 modules per row, 1 rows)

EQUIPMENT NOTES:

- All supplier drawings must be reviewed for acceptance by the Engineer prior to final commitment.
- Equivalent substitutions must be approved by the Engineer in writing.
- All equipment manuals to be retained and forwarded to the Engineer.



BWD Engineering Inc.		Soil Profile Description					Date: <u>10-Jun-16</u>	
Client: <u>Ingram Munro</u>		Test Hole #: <u>1</u>						
Location: <u>1665 Sturdies Bay Road, Galiano Island</u>								

Depth (cm)	Texture	C.F. %	Structure			Consistency	Colour	Mottles			Roots	
			Type	Grade	Size			Quantity	Size	Contrast	Quantity	Size
5 - 0	Organics	-	-	-	-	-	-	-	-	-	-	-
0 - 30	Sandy Loam	10	Blocky	Moderate	Fine	Friable	Grey Brown	-	-	-	Many	Fine
30 - 76	Sandy Loam	80	Blocky	Moderate	Fine	Friable	Brown	-	-	-	Few	Fine
76 -	Fractured Rock	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-



Redoximorphic features (mottling/gleying) present from none to .

Ground water table (seasonal / perched) present at: none cm

Restrictive horizon present at: >76 cm

Rooting depth to: 76 cm

Notes:

ISLAND HEALTH
FILING ACCEPTED

AUG 04 2021

This filing Does Not Constitute
Approval for Further Subdivision

BWD Engineering Inc.

Soil Profile Description

Date: 10-Jun-16

Client: Ingram Munro

Test Hole #: 2

Location: 1665 Sturdies Bay Road, Galiano Island

Depth (cm)	Texture	C.F. %	Structure			Consistency	Colour	Mottles			Roots	
			Type	Grade	Size			Quantity	Size	Contrast	Quantity	Size
5 - 0	Organics	-	-	-	-	-	-	-	-	-	-	-
0 - 35	Sandy Loam	10	Blocky	Moderate	Fine	Friable	Grey Brown	-	-	-	Many	Fine
35 -	Fractured Rock	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
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-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-



Redoximorphic features (mottling/gleying) present from none to .
 Ground water table (seasonal / perched) present at: none cm
 Restrictive horizon present at: >35 cm
 Rooting depth to: 35 cm

Notes:

ISLAND HEALTH
FILING ACCEPTED

AUG 04 2021

This filing Does Not Constitute
Approval for Further Subdivision

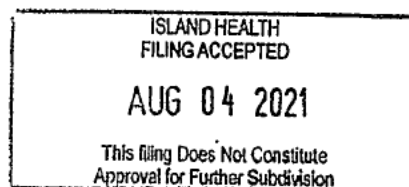
PERMEAMETER TEST

Client: Ingram Munro	Date: 10-Jun-16
Location: 1665 Sturdies Bay Road, Galiano Island	
Weather:	AH #: AH Location: See Dwg #
AH Depth: cm	AH Dia.: cm

Time of Day	Elapsed Time	Interim Time minutes	Water Level mm	Drop In Level mm	Rate of Fall mm/min	Remarks
	0.0	0.0		---	---	
	0.5	0.5		0	0.0	
	1.0	0.5		0	0.0	
	1.5	0.5		0	0.0	
Hydraulic testing not feasible, use soils evaluation for HLR.						
	0.5	0.5		0	0.0	
	1.0	0.5		0	0.0	
	1.5	0.5		0	0.0	
	2.0	0.5		0	0.0	
	2.5	0.5		0	0.0	

Stable rate of fall (mm/min) $\times$ (soil factor) = 0 K(fs)mm/day

Notes:





2 September 2021

To: Terry Ingram, Ruby Munro

email: [REDACTED]

Re: Onsite Wastewater System – Variance Application
1665 Sturdies Bay Road, Galiano Island, BC
Record of Sewerage System - VIHA Filing # GV21/381

Dear Mr. Ingram, Ms. Munro:

BWD Engineering Inc. at your request did design an onsite wastewater system for the above noted property and filed it with Vancouver Island Health Authority on the 4th of August 2021. The design locates the treatment and dispersal field in the southeast corner of the lot running parallel to the road allowance property line (PL). A variance to the standard Islands trust setbacks will be required from both the road PL and the east neighbouring PL. This location is required to accommodate the only location on the lot that can support a septic dispersal field based on the Standard of Practice under the BC Health Act.

BWD Engineering was subsequently requested by you to review the requested setback reductions to the east and road allowance property lines and supply the rational for being inside these standard setbacks. On the 26th of August 2021, I did attend the site to review the detailed measurements. It was found, as per the original site visit and subsequent design, that a single row dispersal field starting 1 meter from the east PL and running west approximately 1 meter from the road PL will fit with no further available space to the west. The design also preserves the trees along this line and manages the bedrock outcroppings.

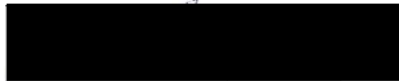
Moving the dispersal field outside the standard setbacks presents significantly increased health hazard risks. Moving the field north away from the road PL would put the field in a compromising situation of potential breakout on the slope just down gradient and would be in contravention of the BC Sewerage System Regulation. Move the field west outside the standard setback to the east PL would require shortening the field as there is no suitable ground further to the west. Shortening the field will increase the liner loading increasing the risk of a downgradient breakout including near the east PL.



It should be noted that a shorter wider field, still slightly into the east PL setback, was originally presented to a previous owner. Since that time, better understanding of the Standard of Practice in the BC Sewerage System Regulation has made it clear that longer thinner fields reduce all health hazard risks, as such this current plan is a better option reflecting current best practices. Specifically, amongst other advantages, it reduces the risk of effluent breakout near the east PL.

Should you have any questions, please contact me at the numbers below.

Best Regards



Brent Dennis, P. Eng.

Cc: Phil Testemale, Islands Trust – ptestemale@islandstrust.bc.ca

From: Dale Wlasichuk <[REDACTED]>
Sent: Thursday, August 26, 2021 1:27 PM
To: SouthInfo <SouthInfo@islandstrust.bc.ca>
Cc: [REDACTED]; [REDACTED]
Subject: GL-DVP-2021.6 Notice of Variance Application

Hello,

Please see our attached response to the noted application.

Additionally, and at the request of one of the owners of the 'middle' property, we are also forwarding his comments below our email signature.

Thank you,

Dale and Linda Wlasichuk
[REDACTED]

I don't want to be unreasonable with the right for someone build their dream on there own land, but the property owner must have been aware that this road could present some challenges. I think we need more time to consult and assess our options to create a save alternative to enter and exit our properties, I would also like to know if there is another site location for the septic that would not restrict our current access.

Considering the dead line is approaching I will support your (Dale Wlasichuk) concerns that the septic field in the proposed location will create a hardship to the properties that have used the driveway for decades to access the cabins and blocking one end will create unsafe conditions as the driveway entrance off Sturdies Bay Rd. is somewhat of a blind corner.

I personally think that if we can come up with a practical solution to safely enter and exit our property and prevent any hardship for the developing property I will consider withdrawing my opposition

Best Regards, Ralph Mulder
[REDACTED]

Islands Trust

August 26, 2021

Attention: Phil Testemale

Re: GL-DVP-2021-6 1665 Sturdies Bay Road]

Dear Mr. Testemale,

We live [REDACTED] southeast of the subject property.

We recently received notice of this application to vary 3 sections/articles of the land use bylaw, to allow a septic field to be installed in non-conforming placement. We take issue with the proposed placement, as it would necessarily close access to a driveway/service road which has served adjacent properties to the immediate southeast for decades. Currently, inhabitants of the property between us and the subject property, can enter and exit at either end of this driveway/service road; one access is on our property, the other on the subject property. Closing one end of this road would create hardship for us, and particularly for the mid property which has two cabins dating back many years, and no dedicated driveway. It would mean that they could only enter and exit the access on our property; if they were pulling a trailer, or had a vehicle that was too large to turn around, they would need to back up our steep and winding driveway directly onto Sturdies Bay Road. This would create a dangerous situation for themselves and others. Further, should emergency services be required, they would be hampered by this situation, if they would even consider coming down a dead end drive. As I understand it, there may be no registered easement in place, to support the preservation of the existing driveway/service road, but given it has been in place and of use for decades, perhaps it is an implied right of way.

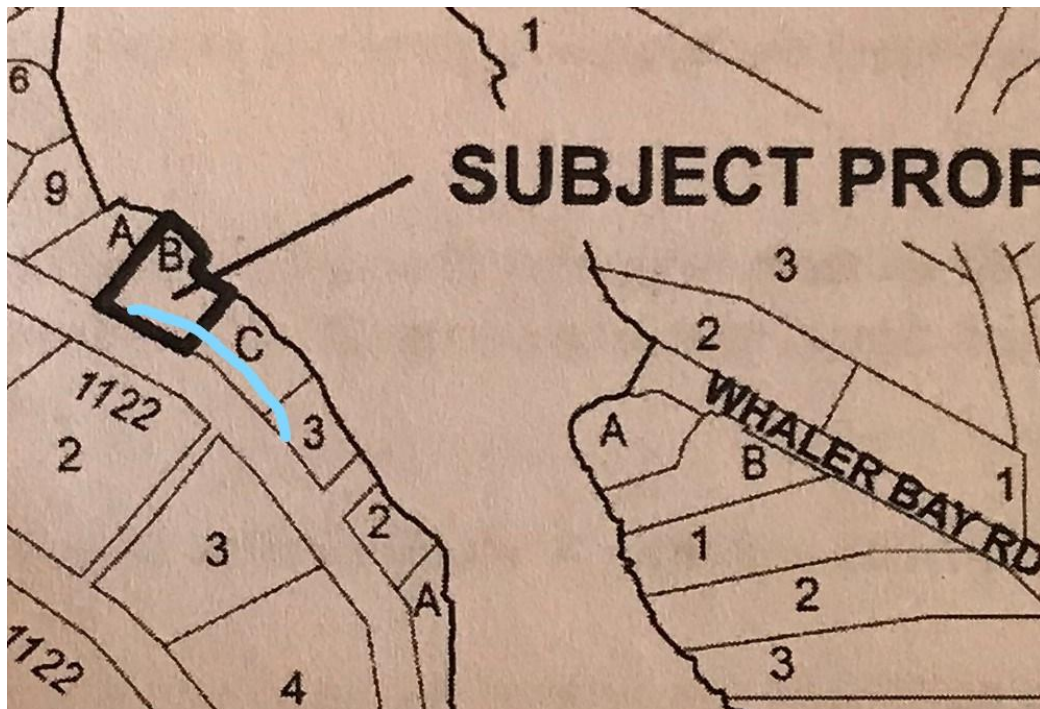
As a further note, the empty property immediately to the northwest of the subject property has recently installed a septic system, more centrally located on their site; it would seem the owners of the subject property could do something similar.

For greater clarity, the following pages include photos and a crude drawing.

Thank you for considering our point of view.

Regards,

Dale and Linda Wlasichuk



Approximate location of existing driveway/service road serving 3 properties



Entry/exit at subject property



Entry/exit at 1771



Driveway running by middle property



Septic installation immediately northwest
of subject property

From: [REDACTED]@msg.telus.com (Dave Stanton - 1753 Sturdies Bay Road)
Sent: Wednesday, October 27, 2021 10:29 AM
To: Phil Testemale

Hi Phil as per our phone conversation, after speaking to Brent I have no objection to the septic field on the property nextdoor. Thanks Dave Stanton

You've received a Message from a TELUS phone.

If you don't hear or see the file, [download the Quick Time player](#).



Vous avez reçu un Message d'un téléphone TELUS.

Si vous ne voyez ni n'entendez le fichier, [veuillez télécharger QuickTime](#).





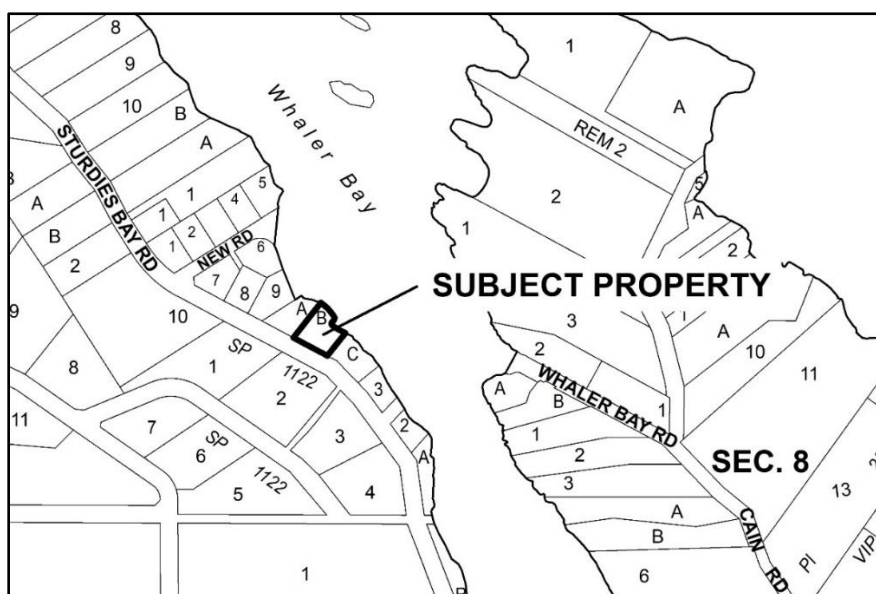
NOTICE
GL-DVP-2021.6
GALIANO ISLAND LOCAL TRUST COMMITTEE

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 is attached and would vary the Galiano Island Land Use Bylaw No. 127, 1999 as follows:

- Variances to the setback from the front and interior side yard setbacks for construction of a proposed new **septic disposal field**.

Note: This notification replaces the original delivered on, or before, August 16th. The attached, proposed permit (including the map schedule) has been changed from the original.

The property is located at **1665 Sturdies Bay Road** and is legally described as Lot B, Section 7, Galiano Island, Cowichan District, Plan 11815 (004-881-681). 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 **September 17, 2021** and continuing up to and including **September 29, 2021**.

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, BC, commencing **September 17, 2021**.

Enquiries or comments should be directed to Phil Testemale, Planner 2 at (250) 405-5170, for Toll Free Access, request a transfer via Enquiry BC: In Vancouver 660-2421 and elsewhere in BC 1-800-663-7867; or by fax (250) 405-5155; or by email to: southinfo@islandstrust.bc.ca before 4:30 p.m., **September 29, 2021**.

The Galiano Island Local Trust Committee may consider a resolution allowing for the issuance of the permit during the regular business meeting starting at **12:30 p.m., October 4, 2021**.

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

Jas Chonk, Deputy Secretary



Islands Trust

**GALIANO ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
GL-DVP-2021.6
(REVISED)**

To: Terry Ingram and Janet Munro

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

Lot B, Section 7, Galiano Island, Cowichan District, Plan 11815
(PID: 004-881-681)

2. Galiano Island Land Use Bylaw 127, 1999 is varied to allow for the siting of the following:

- a) Article 5.2.6.1 which states that buildings and structures must be sited at least 7.5 metres from front and rear lot lines is varied to permit the siting of a structure (septic disposal [absorption] field) within **1.0 metres** of the front lot line.
- b) Article 5.3.6.2 which states that buildings and structures must be sited at least 3.0 metres from each interior lot line is varied to permit the siting of a structure (septic disposal [absorption] field) within **1.0 metres** of an interior lot line.

The development shall be consistent with Schedule 'A', which is attached to and forms 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, 2021.

Deputy Secretary, Islands Trust

Date of Issuance

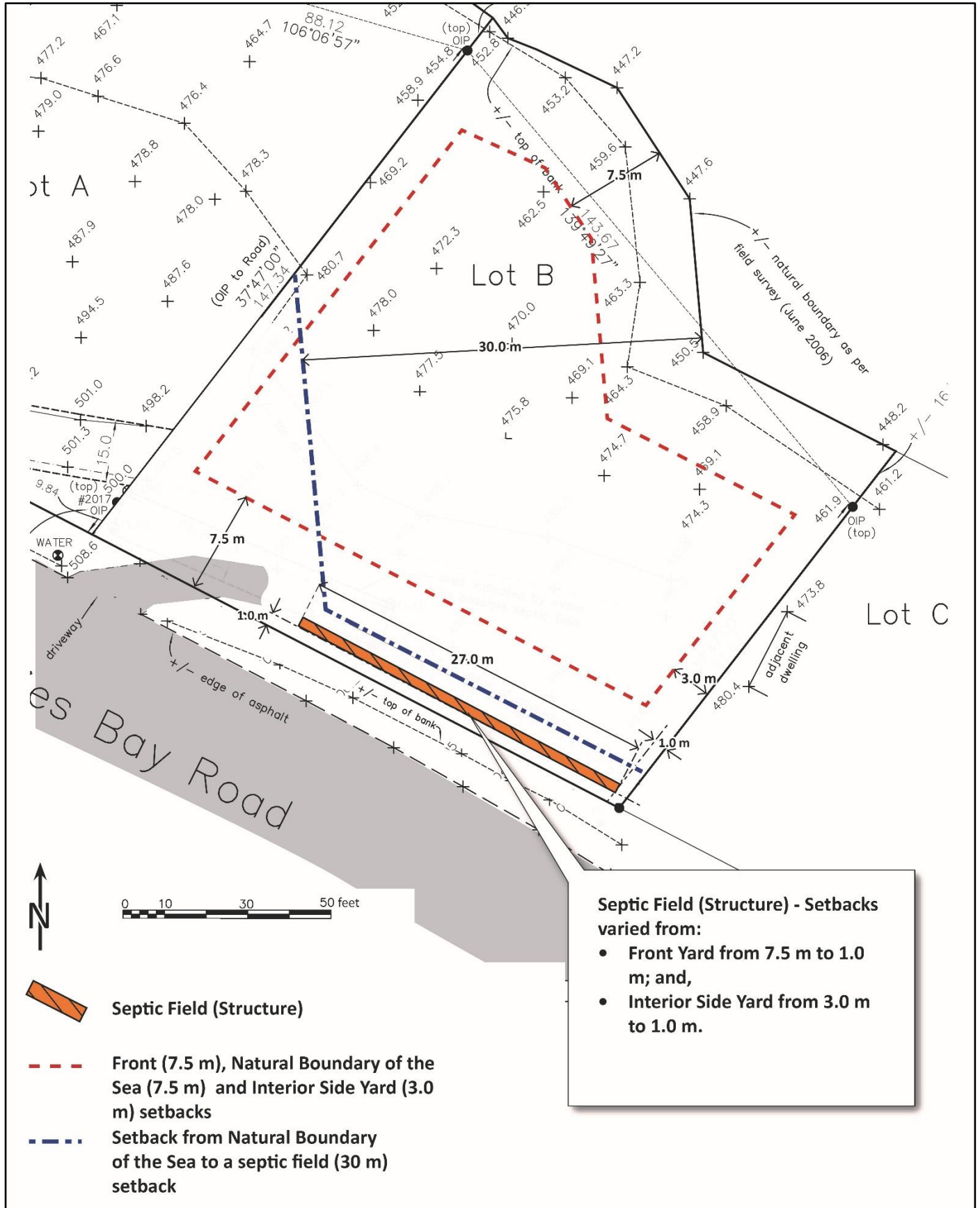
IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE #TH DAY OF MONTH, 2023, THIS PERMIT AUTOMATICALLY LAPSES.

GALIANO ISLAND LOCAL TRUST COMMITTEE

GL-DVP-2021.6

SCHEDULE 'A'

Site Plan



File No. GL-DP-2021.3 (Murray)

GL-DVP-2021.5 (Murray)

DATE OF MEETING: November 8, 2021

TO: Galiano Island Local Trust Committee

FROM: Brad Smith, Island Planner
Southern Team

COPY: Robert Kojima, Regional Planning Manager

SUBJECT: Combined Development Permit & Development Variance Permit Application
Applicant: Ted Murray on behalf of Rory and Robert Henry
Location: 309 Montague Park Road, Galiano Island

RECOMMENDATION

1. That the Galiano Island Local Trust Committee approve issuance of Development Permit GL-DP-2021.3 (Murray); and,
2. That the Galiano Island Local Trust Committee approve issuance of Development Variance Permit GL-DVP-2021.5 (Murray).

REPORT SUMMARY

This staff report is to consider a combined Development Permit (DP) and Development Variance Permit (DVP) application.

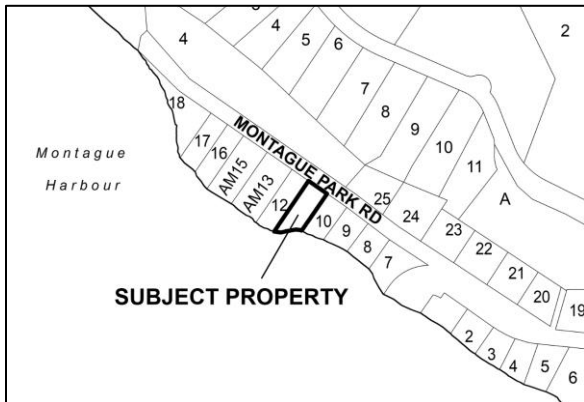
The purpose of the DP application is for measures for the protection of the sensitive marine ecosystem and construction management for the proposed construction of a new dwelling and associated decks within Development Permit Area 2 – Shoreline and Marine (DPA 2) as defined in the Galiano Island Official Community Plan 108, 1995.

The DVP application is to consider siting variances for portions of the new decks and the dwelling that are proposed to be sited in interior side lot and natural boundary of the sea (NBS) setbacks. The variances would bring the property into conformity with the Galiano Island Land Use Bylaw No. 117, 1999 (LUB).

BACKGROUND

The combined DP-DVP application was submitted to the Islands Trust in advance of the proposed construction of a new dwelling to replace the aging dwelling on the lot, located at 309 Montague Park Road.

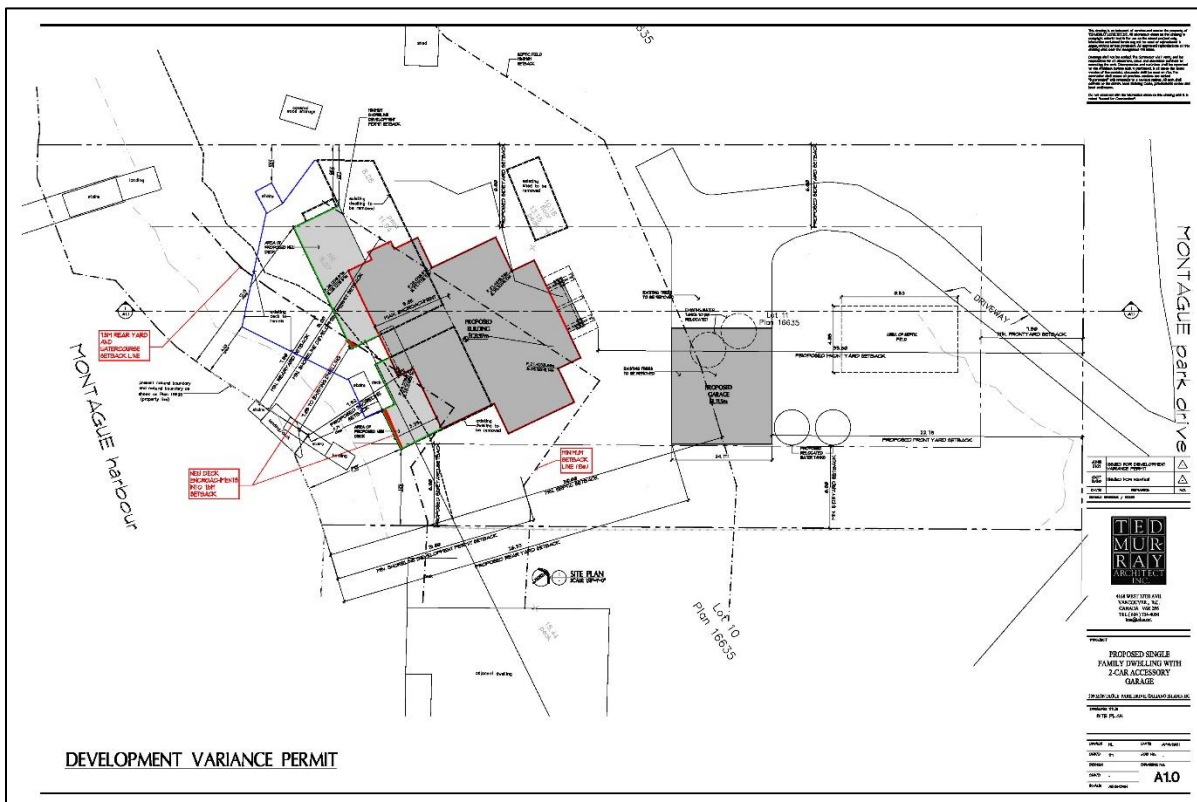
Figure 1 – Subject Property



The proposed development includes the deconstruction and removal of the existing house and annex that are mostly situated within DPA 2 (Figure 2). The existing deck has been determined to be legal non-conforming and will be left in place. A new house will be constructed, utilizing a portion of the footprint of the old structure (in areas where it falls within DPA2) and establishing a new, additional footprint outside of DPA2.

A new section of deck will be constructed in the footprint of the old structure to connect the new house to the existing deck and an existing shed will be removed from side lot setbacks. In addition, a garage will be constructed outside of DPA2 and a new septic field will be installed at the front of the property within setbacks. The property and adjacent properties are served by a community water system so no water wells need to be considered with respect to septic siting.

Figure 2 – Site Plan



Staff conducted a site visit in August 2021. Additional site context is included as Attachment 1 and maps, photos and site plans are included as Attachment 2.

The property owner has provided documented evidence that the original house, decks, dock, and front walkway structures were all constructed prior to 1972 when lot setbacks were first established, and as such are deemed legal non-conforming. The structures, including the portion of dock in the foreshore, have been maintained and repaired over time but still sit within their original pre-1972 footprint.

ANALYSIS

Policy/Regulatory

Official Community Plan

The property is designated as **SLR- Small Lot Residential** in the Galiano Island Official Community Plan Bylaw 108.

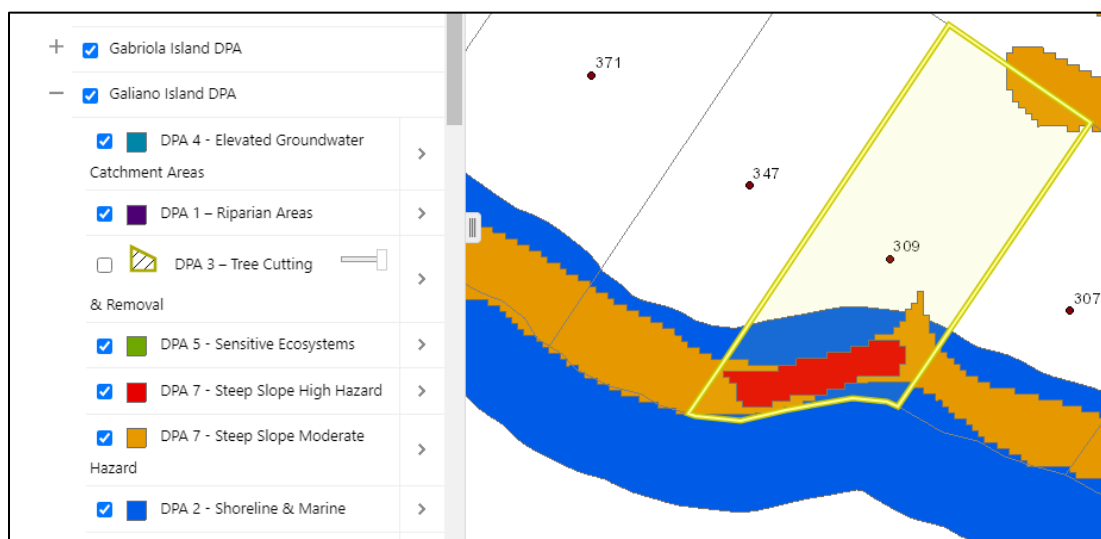
Land Use Bylaw

The property is zoned as **Small Lot Residential (SLR)** in the Galiano Island Land Use Bylaw 127. The residential use of the property conforms to the zoning. The variances, if granted, would bring the siting of all buildings and structures into conformity with the LUB.

Development Permit Area 2 – Marine and Shoreline

A portion of the proposed development falls within DPA 2 on the subject property (Figure 3).

Figure 3. DPA 2 on Subject Property



Overall, the primary objective of the DPA is to

To plan and regulate new development in a manner that preserves and protects the long-term physical integrity and ecological values of shorelines and associated foreshore and upland areas.

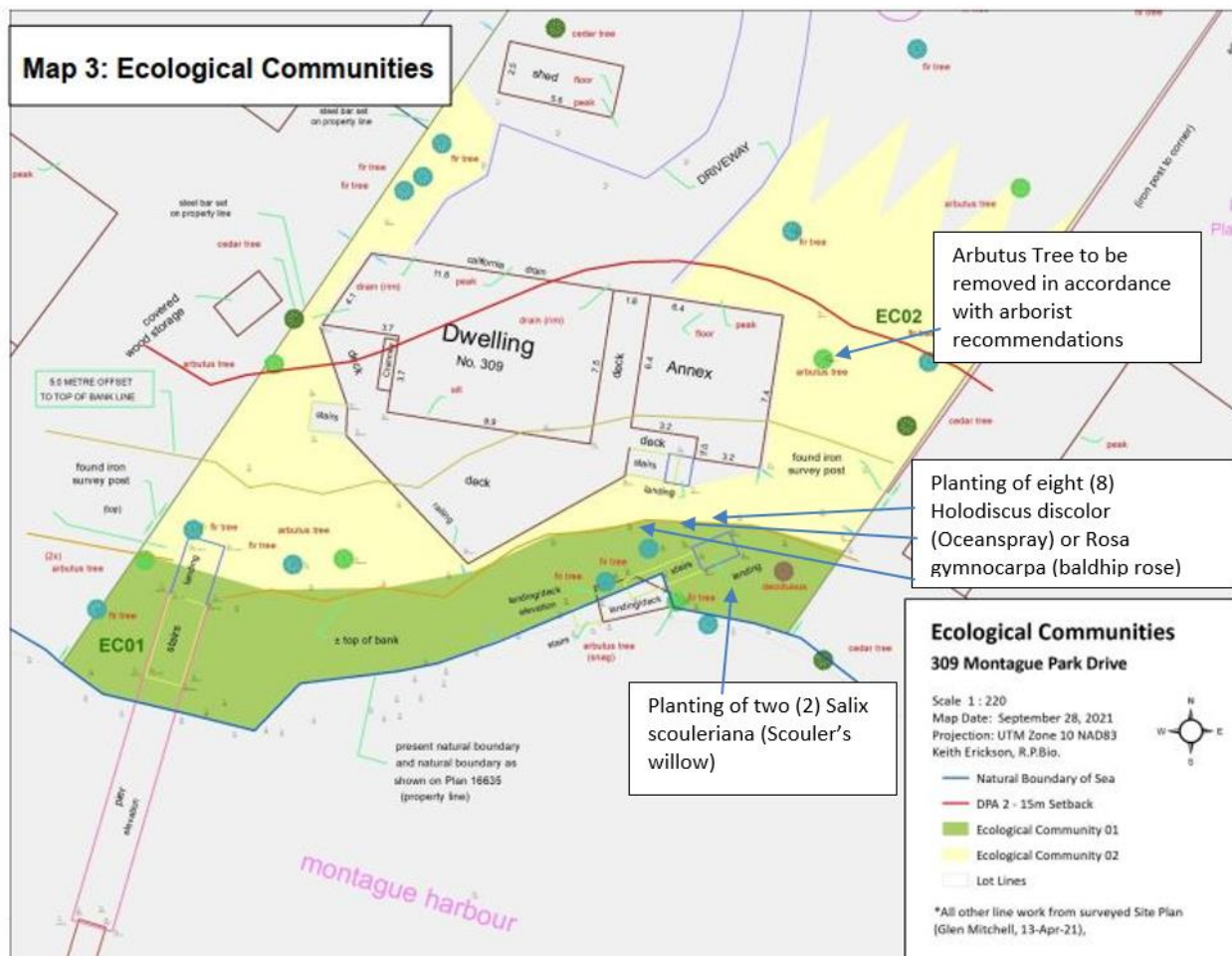
More specifically, the shorelines area is recognized as having:

... a high ecological function and values and may be subject to shoreline erosion in some locations. Due to their physical and biological characteristics and situation they need to be carefully managed to avoid potential negative impacts of development. Development and associated shoreline improvements or protection measures can threaten the ecological and physical integrity of the foreshore and upland.

As required, the applicant retained Keith Erickson, R.P.Bio, to undertake an ecological assessment and make recommendations for mitigation in accordance with OCP DPA Guidelines (Attachment 3).

The September 28, 2021 report from the biologist outlines the existing and proposed development on the property in relation to the NBS (Figure 4), includes a basic terrestrial ecological inventory of the area affected by the proposed development, summarizes impacts to the marine and terrestrial areas, and makes recommendations for mitigating impacts of the proposed works to the DPA.

Figure 4. Ecological Assessment Mapping and Restoration Plan



The report concludes that “given the existing residential development and use on the property, the immediate and cumulative impacts of the proposed works on the ecological health of marine and terrestrial habitats is minimal. There is no impact to public access or to the transport of marine sediments. If recommendations are followed, the works will not significantly impact the hydrology of the site or cause erosion or result in the contribution of sediment to the marine system.”

The report includes recommendations with respect to site mitigation during construction, restoration and monitoring. These recommendations are included as conditions within draft Development Permit GL-DP-2021.3 (Attachment 4). LTC could direct staff to make additional amendments consistent with the DPA guidelines to the draft permit prior to issuance.

The report also includes a recommendation for a certified arborist to assess potential impacts to the arbutus tree to the east of the existing dwelling and within DPA 2. The arborist has recommended the tree be removed in accordance with the conditions in the draft DP. The arborists report is included as an appendix to the ecological report.

A DPA checklist for relevant guidelines has been completed by the consultant and is included in the ecological report. In summary, the proposal meets the applicable guidelines contained in the DPA.

Development Permit Area 2 – Steep Slope Hazard Areas

As shown in Figure 3 above, a portion of the proposed development falls within DPA 7 on the subject property. However, as the development will require building permits for all structures within the DPA, the development is exempt from DPA requirements, in accordance with section 7.6 (a) of the OCP.

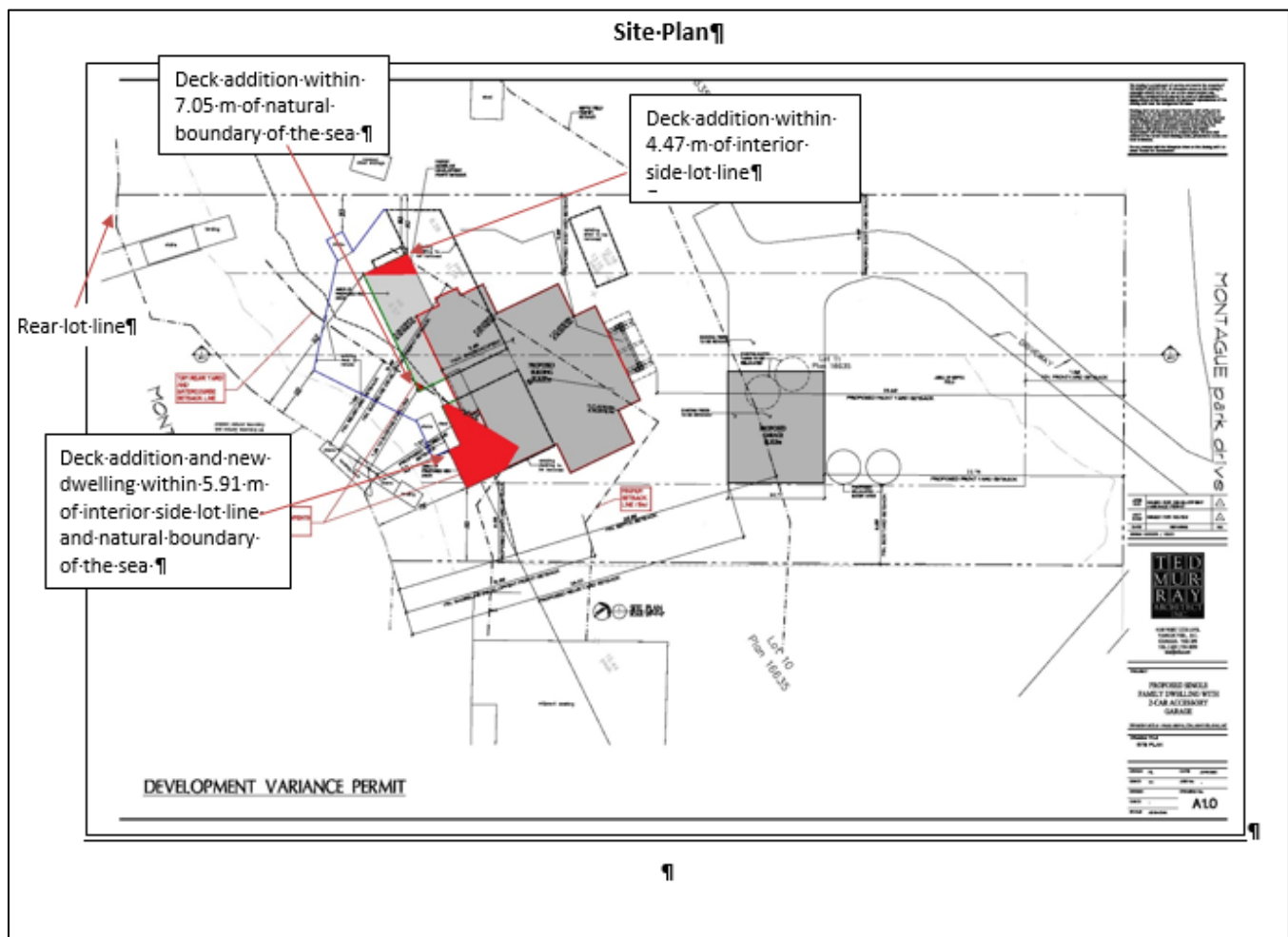
Development Variance Permit GL-DVP-2021.5

The applicant is seeking a variance for portions of new decks and the dwelling within lot setbacks. The specific variances to the LUB being sought are:

- a) Section 2.4 which states that buildings and structures must be sited at least 7.5 metres from the natural boundary of the sea, and at least 15 metres from any lake, to permit a portion of new dwelling and deck to be within 5.91 metres of the natural boundary of the sea.
- b) Section 2.4 which states that buildings and structures must be sited at least 7.5 metres from the natural boundary of the sea, and at least 15 metres from any lake, to permit a deck to be within 7.05 metres of the natural boundary of the sea.
- c) Article 5.3.8.2 which states that buildings and structures must be sited at least 6 metres from each interior side lot line to permit a deck to be within 5.91 metres of an interior side lot line.
- d) Article 5.3.8.2 which states that buildings and structures must be sited at least 6 metres from each interior side lot line to permit a deck to be within 4.47 metres of an interior side lot line.

The variances are further described on the site plan in Figure 2. Draft permit GL-DVP-2021.5 (Murray) is included as Attachment 5.

Figure 2. Site Plan with Proposed Development Variances



Impact of Variance on Neighbouring Properties and Ecosystems

The location of the new dwelling and decks are largely within the existing dwelling and deck footprint and should not impact neighbours, including the portions that require variance, and the ecological assessment has deemed there to be minimal impact which would be further mitigated by the conditions of the development permit.

The existing deck wrapping the back of the house will be retained as legal non-conforming and the proposed deck additions largely infill gaps between the new house footprint and the decks to be retained.

At time of writing, there has been no response from neighbours to the statutory notification.

Intent of the Regulations being Varied

The overall purpose of the lot setback regulations are to minimize impacts on adjacent properties and the public realm related to:

- Protection of the natural environment and sensitive ecosystems (in the case of the NBS)
- Limiting the visual impact of development on adjacent properties.
- Protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
- Maintaining privacy.
- Establishing a consistent development pattern within a local area.
- Public Access
- Maintaining a rural character.
- Establishing certainty with respect to residential development by maintaining consistent siting regulations. The proposed variances for do not challenge the intent of the bylaw regulations.

Potential Impacts of Granting the Variances

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. In this case, the variances are minor and reasonable given that the proposed development largely utilizes the existing building footprint and there are no impacts to neighbours.

Consultation

There is no public or agency consultation regularly associated with a DP application. In addition, there is no statutory notification required.

DVP Notices were circulated to surrounding property owners and residents (Attachment 6). The notification period ended at 4:30 p.m. on November 2, 2021.

At the time of writing, staff have not received any submissions in response to notification. Any submissions received prior to the LTC Meeting will be forwarded to the LTC and reported at the meeting.

First Nations

With respect to the potential for archaeological material to be found on the property during the proposed additions, Islands Trust reviews all applications/permits using Remote Access to Archaeological Data (RAAD) mapping to ensure the preservation and protection of cultural heritage, archaeological sites, and ancestral places. Staff have provided the Islands Trust Chance Find Protocol and the Provincial Archaeological Branch guidelines on *Heritage Act* and other guidance itemized in Attachment 1.

Rationale for Recommendation

The recommendations on page 1 with respect to the Development Permit are supported as:

- the objectives and specific guidelines of the DPA have been met;
- all relevant recommendations of a professional environmental assessment report have been incorporated into the conditions of the proposed DP; and,
- conditions in the draft DP will ensure the protection of the terrestrial shoreline and marine ecosystems.

The recommendations on page 1 with respect to the proposed Development Variance Permit are supported as:

- the variances are deemed minor and reasonable by staff given the proposed development largely utilizes the existing building footprint and there are no impacts to neighbours;
- the potential impacts from granting the variances are minor;
- notification to surrounding neighbours has generated no response to date; and,
- the variances do not challenge the intent of the bylaw provisions.

ALTERNATIVES

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

Development Permit

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. Deny the application

The LTC may deny the application. Note, if this alternative is selected, the resolution SHOULD specify which guideline(s) the application does not comply with. Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee deny application GL-DP-2021.3 (Murray) as it does not comply with guideline_____.

Development Variance Permit

1. Further amend the permit and approve the permit as amended

The LTC may opt to make amendments to the permit as circulated provided the amendments allow further encroachments. Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee amend GL-DVP-2021.5 by____; and, .

That the Galiano Island Local Trust Committee approve issuance of GL-DVP-2021.5 as amended.

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 submit to the Islands Trust

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 deny application GL-DVP-2021.5.

Submitted By:	Brad Smith, Island Planner	October 27, 2021
Concurrence:	Robert Kojima, Regional Planning Manager	October 29, 2021

ATTACHMENTS

1. Site Context
2. Maps, Plans, Photographs
3. Ecological Assessment Report
4. Draft Development Permit GL-DP-2021.3
5. Draft Development Variance Permit GL-DVP-2021.5
6. DVP Notice

ATTACHMENT 1 – SITE CONTEXT

LOCATION

Legal Description	Lot 11 District Lot 33 Galiano Island Cowichan District Plan 16635
PID	003-994-279
Civic Address	309 Montague Park Road, Galiano Island
Lot Size	0.18 hectares (0.45 acres)

LAND USE

Current Land Use	Small Lot Residential (SLR)
Surrounding Land Use	Small Lot Residential (SLR), Residential 2 (R2) , Marine (M)

HISTORICAL ACTIVITY

File No.	Purpose
None	

POLICY/REGULATORY

Official Community Plan Designations	Galiano Island OCP No. 108, 1995 Designations: SLR – Small Lot Residential Development Permit Areas (DPAs): • DPA 2 – Shoreline and Marine • DPA 7 – Steep Slope Hazard Areas
Land Use Bylaw	Galiano Island LUB No. 127, 1999: Small Lot Residential (SLR)
Other Regulations	None
Covenants	None
Bylaw Enforcement	None

SITE INFLUENCES

Islands Trust Conservancy	There are no Conservancy covenants or properties in the direct area; therefore no referral has been made to the Board.
Regional Conservation Strategy	The proposal does not impact the objectives and priorities of the Islands Trust Conservancy regional conservation plan.
Species at Risk	None
Sensitive Ecosystems	None mapped - Reference EA Report (Attachment 3)
Hazard Areas	Attachment 2.5 - moderate and high slope risk hazard

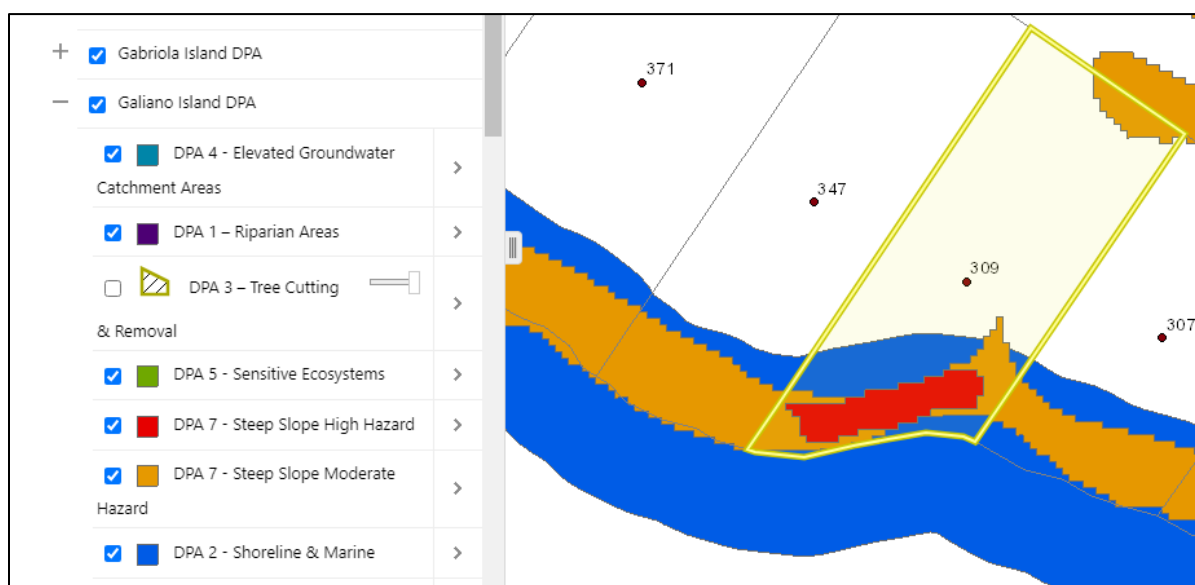
Archaeological Sites	Staff have provided the Islands Trust Chance Find Protocol and the Provincial Archaeological Branch guidelines on <i>Heritage Act</i> and directed the applicant to the following guidelines: • All archaeological and cultural heritage is protected under the <i>Heritage Conservation Act</i> and areas of archaeological potential may contain undocumented archaeological sites which would be automatically protected under the <i>Heritage Conservation Act</i> (including all intact or disturbed sites) and require a permit from the BC Archaeology Branch. Further information regarding permits: https://www2.gov.bc.ca/gov/content/industry/natural-resource-use/archaeology/permits. • In the event that archaeological features or materials are found, either intact or disturbed on the subject property, stop work immediately and contact the BC Archaeology Branch at 250-953-3334 or archaeology@gov.bc.ca. • Any impacts, would include the following: landscaping, tree removal, digging, using heavy equipment, development, fencing, footings, or any form of groundwork. • For more information regarding registered archaeological sites and archaeological potential on the subject property, submit an Archaeological Information Request Form: www.archdatarequest.nrs.gov.bc.ca, or contact Islands Trust to access mapping of the subject property.
Climate Change Adaptation and Mitigation	N/A
Shoreline Classification	Rock Shoreline - Low Rock/Boulder
Shoreline Data in TAPIS	Forage fish mapped south approximately 80-100 m. (Attachment 2.4)

ATTACHMENT 2 – MAPS, PLANS, DRAWINGS, PHOTOGRAPHS

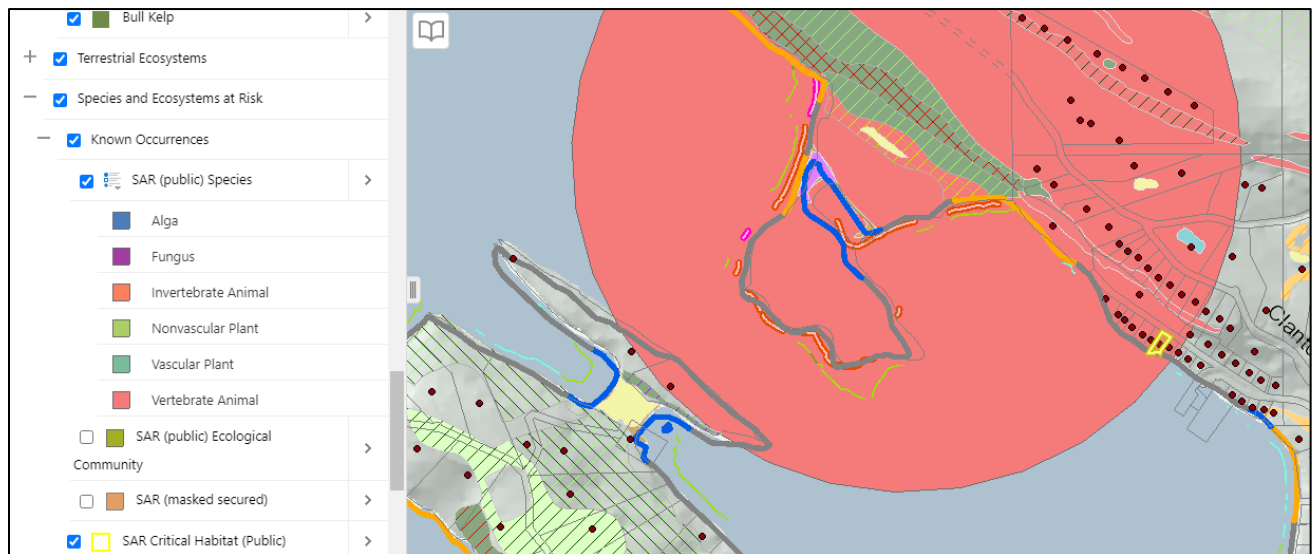
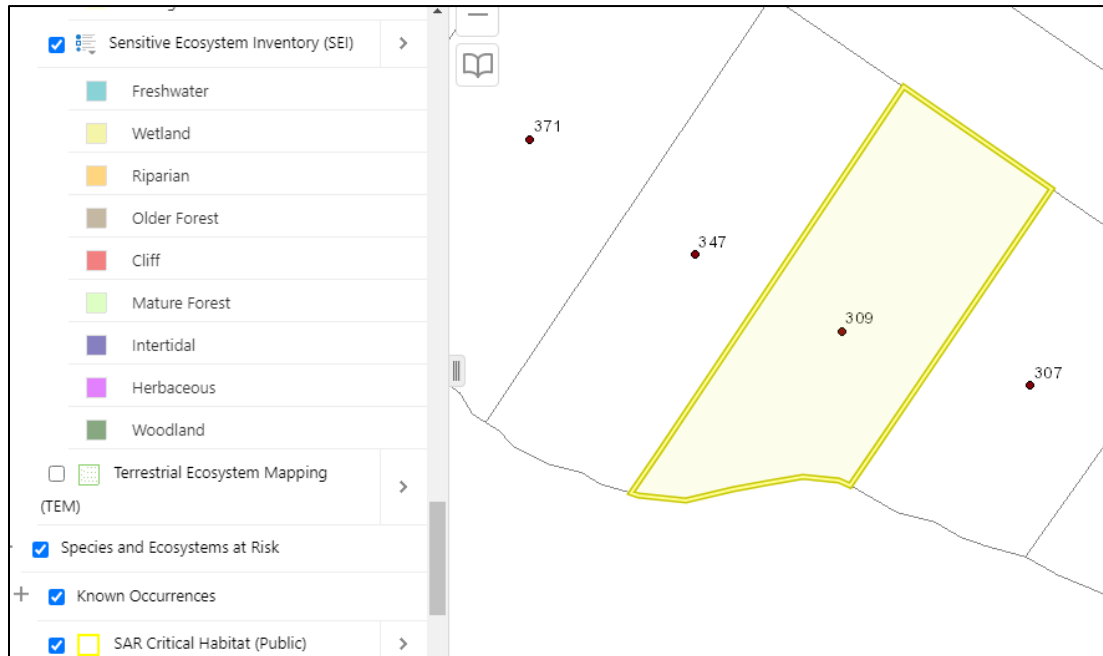
2.1 ORTHOZONING



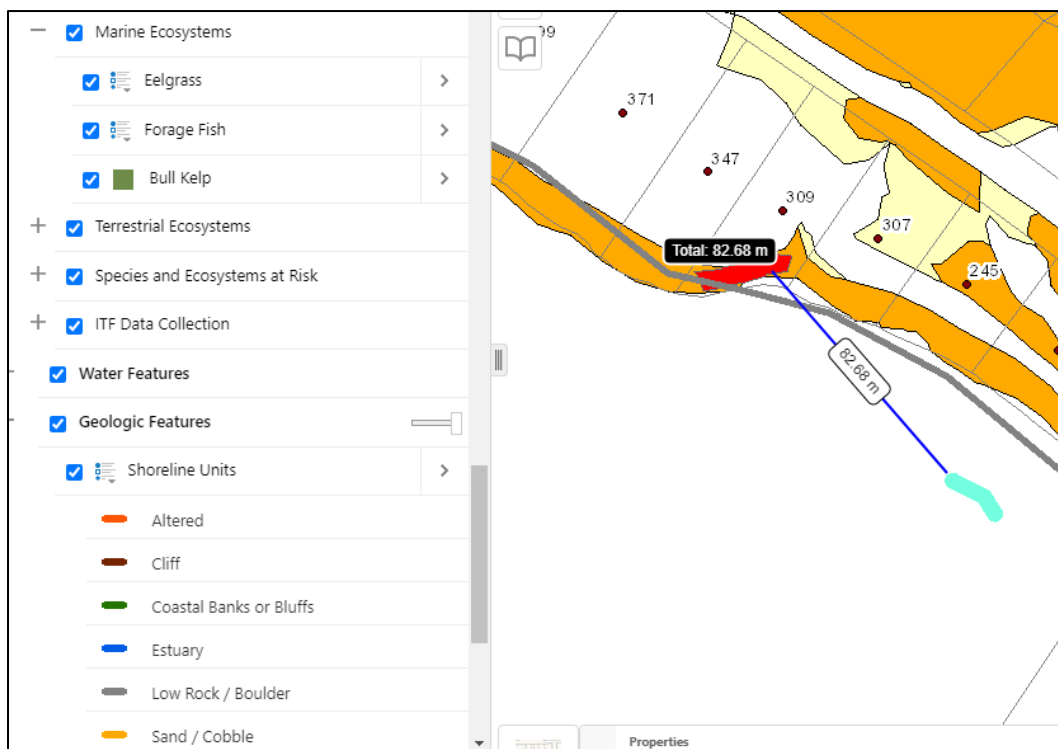
2.2 DPAs



2.2 SENSITIVE ECOSYSTEM AND SPECIES AT RISK



2.4 SEM (MARINE) & SHORELINE TYPE



2.5 STEEP SLOPE & CONTOURS



Islands Trust



2.7 PHOTOGRAPHS

PHOTO 1 – EAST SIDE OF HOUSE AND TREE TO BE REMOVED



PHOTO 2 – DECK TO BE RETAINED



PHOTO 3 – DECK AND EXISTING HOUSE

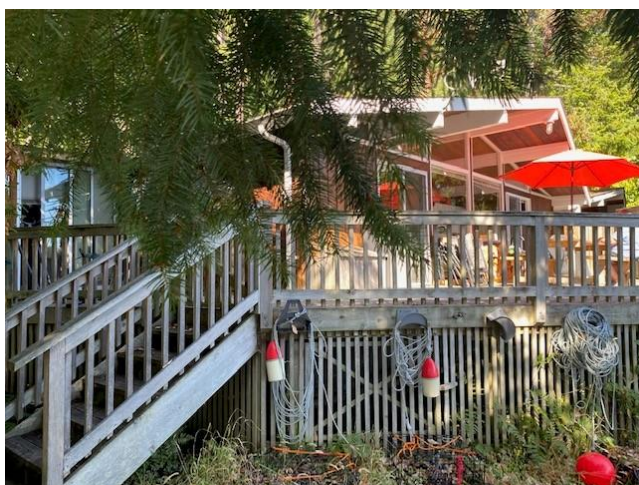
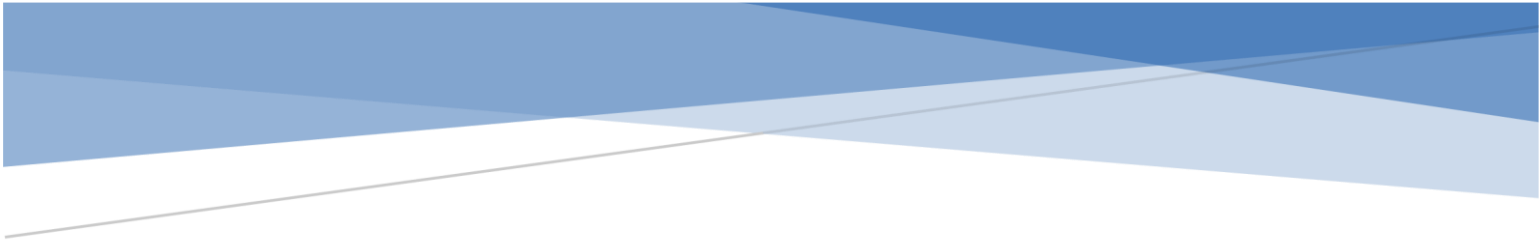


PHOTO 4 – DPA 2 ALONG FORESHORE





DEVELOPMENT PERMIT AREA ASSESSMENT REPORT

Lot 11, DL 33, Galiano Island, Plan 16635
309 Montague Park Road, Galiano Island, BC
PID 003-994-279

September 28th, 2021 (Updated 28 October, 2021)

Prepared For

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Hunterston Homes
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Summary

This report has been prepared for Lot 11, DL 33, Plan 16635 Galiano Island (Map 1) to provide an impact assessment and impact mitigation recommendations for the removal of the existing house (and Annex) and the construction of a new house with respect to Development Permit Area 2 (DPA2), Marine and Shoreline Areas (Galiano Island Official Community Plan Bylaw No. 108, 1995).

The report outlines the existing and proposed development on the property in relation to the natural boundary to the sea, includes a basic terrestrial ecological inventory of the area affected by the proposed development, summarizes impacts to the marine and terrestrial areas, and makes recommendations for mitigating impacts of the proposed works to the DPA.

The proposed development includes the deconstruction and removal of the existing house and annex that are mostly situated within the 15m Marine and Shoreline DPA. The existing deck will be left in place. A new house will be constructed, utilizing a portion of the footprint of the old structure (in areas where it falls within DPA2) and establishing a new, additional footprint outside of DPA2. In addition, a garage will be constructed outside of DPA2. A new section of deck will also be constructed in the footprint of the old structure to connect the new house to the existing deck (See Map 2 for detailed plan).

Given the existing residential development and use on the property, the immediate and cumulative impacts of the proposed works on the ecological health of marine and terrestrial habitats is minimal. There is no impact to public access or to the transport of marine sediments. If recommendations are followed, the works will not significantly impact the hydrology of the site or cause erosion or result in the contribution of sediment to the marine system.

**B.C. Land Surveyor's
Site Plan of:**

Lot 11, District Lot 33, Galiano
Island, Cowichan District, Plan 16635

Scale 1:150
All distances are in metres

Civic address: 309 Montague Park Drive
Galiano Island, B.C.

Parcel Identifier Number 003-984-279

Legend

Denotes spot elevation
Denotes power pole
Buildings are measured to the exterior
of exterior walls unless indicated otherwise
Elevations are geodetic

Area
0.166 hectares



Map 1: Site Plan

Tree Tags

Tree species should be confirmed by arborist
Tree tags are orange plastic disks nailed to tree

TAG NO.	D.A.	SPECIES
562	0.7	fir
555	0.0	fir
581	0.2	arbutus
571	0.7	fir
526	0.6	arbutus
510	0.3	cedar
530	0.35	cedar
584	0.3	cedar
565	0.3	fir
577	0.25	alder
573	0.15	cedar
574	1.1	fir
533	0.0	cedar
586	0.6	fir
560	0.8	fir
584	0.6	cedar
534	1.0	fir
561	0.6	fir
530	0.8	cedar
575	0.7	fir
572	0.7	fir
558	0.8	fir
573	0.8	arbutus
565	0.7	fir
532	0.2	cedar
585	0.45	arbutus
586	0.65	arbutus
570	0.2/0.3	fir 2x
513	0.25	fir
531	0.8	cedar
560	0.4	fir
572	0.2	cedar
518	0.2	arbutus
511	0.2	fir
568	0.2	cedar
560	0.9	arbutus

587	0.55	fir
581	0.3/0.4	arbutus 2x
549	0.3	fir
569	0.35	fir
524	0.6	arbutus
568	0.6	fir
517	0.8	fir
582	0.9	arbutus 3x/4x
516	0.4	fir
509	0.6	cedar
592	0.3	cedar/young maple



Property dimensions are
derived from Land Title Plans
and field survey.

The signatory accepts no responsibility or liability
for any damages that may be
suffered by a third party as a result of any
decisions made, or actions taken based
on this document.

This plan was prepared for the exclusive
use of our client.

All rights reserved. No person may copy,
reproduce, transmit or alter this document
in whole or in part without the written
consent of the signatory.

Certified correct this 13th day of April 2021



Glen
Mitchell
1DCZ32

Digitally signed by
Glen Mitchell
(1DCZ32)
Date: 2021.04.13
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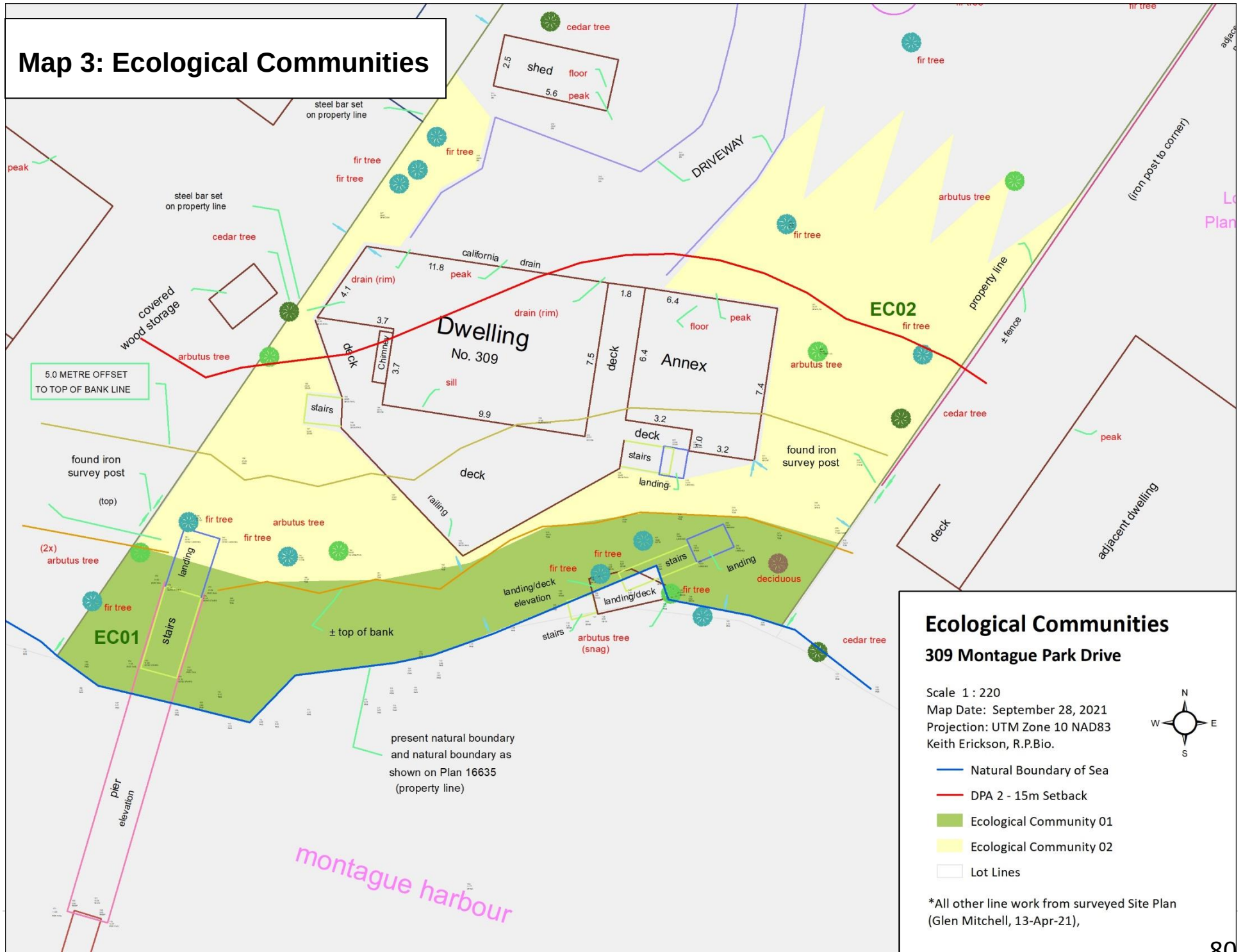
B.C.L.S.

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or electronic signature is attached.



© 2016 File 21-09-0080

Map 3: Ecological Communities



Site Inventory

Terrestrial Ecosystem Description

For the purposes of this report, the assessment area was divided into 2 primary ecological communities according to slope position, soils, and observed vegetation. The descriptions for each community below are based on observations from a site visit conducted on September 16th, 2021. The locations of the ecological communities are shown in relation to land alteration, development and DPA boundaries on Map 2. The inventory was focused on areas nearby the proposed works and was not a comprehensive assessment of the entire property.

Rare Ecosystems: The Douglas-fir – arbutus association found in ‘Ecological Community 01’ is an ‘Ecosystems-at-risk’ and is Red listed and ranked as imperilled by the Provincial Conservation Data Centre. The primary threat to these ecosystems within the Southern Gulf Islands is from residential development.

Species-at-risk: No Species-at-risk were directly observed during the site visit. A comprehensive survey was not conducted.

Western Screech-Owl (*Megascops kennicottii kennicottii*): Identified to occur with the general area – last observed in 1993. Blue listed Provincially. (B.C. Conservation Data Centre. 2014. Occurrence Report Summary, Shape ID: 16165, Western Screech-Owl, kennicottii subspecies. B.C. Ministry of Environment. Available: <http://maps.gov.bc.ca/ess/hm/cdc>, (accessed Sep 28, 2021)). This species is likely not present on this site due to age of observations and due to general habitat association with stream, wetland, and riparian habitat, which is not found on, or within 300m of the property.

Northern Red-legged Frog (*Rana aurora*): Identified to occur on nearby sites. Blue listed Provincially. (B.C. Conservation Data Centre. 2014. Occurrence Report Summary, Shape ID: 27659, Northern Red-legged Frog. B.C. Ministry of Environment. Available: <http://maps.gov.bc.ca/ess/hm/cdc>, (accessed Sep 28, 2021)). This species is abundant on Galiano Island and likely occurs on the subject property.

Topography: The site includes a moderate slope with a consistent grade of 15 to 20 percent leading down to the ‘Top of Bank’ (TOB) along the shoreline where there is a sharp transition to a small bedrock bluff with a slope more than 100%.

Hydrology: There was no surface flow or seepage, or evidence of such hydrological occurrences observed in or around the primary residence or within DPA2.

Slope Stability and Erosion: (based on field observations and subject to Geotechnical Assessment by a qualified professional)

- No evidence of soil erosion or instability was observed above the ‘Top of Bank’.
- Below the TOB, exposed bedrock and boulders appear stable, there was no evidence observed of recent failure, soil slumping or rock fall.

- Minor soil erosion was observed in one area along the bottom of the slope amongst some large boulders near the high tide line to the east of the dock (not associated with the dock structure).
- The face of the slope directly adjacent to the shoreline access stairs has been cleared of vegetation so that soil is exposed. The slope appears stable but is susceptible to erosion.

Ecological Community 01 (EC01)

This is a narrow band of vegetation on a steep, south facing slope that extends from the natural boundary of the sea up to the top of bank. The community includes a young, sparsely treed, Douglas-fir (*Pseudotsuga menziesii*) – Arbutus (*Arbutus menziesii*) (CDFmm02) bluff with a robust shrub layer, a couple of older topped Douglas-fir trees and patches of exposed bedrock and boulders towards the bottom of the slope. Soils are very shallow, very dry, well-drained, and poor in nutrients. The shrub layer includes oceanspray (*Holodiscus discolor*), baldhip rose (*Rosa gymnocarpa*), falsebox (*Pachistima myrsinites*), hairy honeysuckle (*Lonicera hispidula*), broad-leaved stonecrop (*Sedum spathulifolium*) and dull Oregon grape (*Mahonia nervosa*).

The community also includes significant cover of invasive shrubs Scotch broom (*Cytisus scoparius*) and Himalayan blackberry (*Rubus discolor*) scattered throughout.

Several old stumps were observed indicating that individual trees have been cut in the past, likely for view purposes.

The dock extends through this zone. Vegetation is growing up to and around the dock. No erosion directly related to the dock structure was observed.

The beach access stairs and landing are also located within this community. Vegetation has been cleared on the inside of the stairs, leaving a strip of exposed soil that may be susceptible to erosion from surface or subsurface flow (no direct evidence observed). The stairs and lower landing platform appear to be anchored to bedrock. The stairs may have contributed stress to the root system of the large diameter dead arbutus tree located immediately adjacent on the downslope side.

Slope: steep (>100%) to 15% at top of bank			Aspect: South	Site Series: CDFmm/02	
Tree: 10%	Shrub: 80%	Herb: 5%	Moss: 1%	Exposed Rock: 10%	Exposed Soil: 15%



Photo 1: EC01 from the shoreline looking northeast. The existing dwelling and deck are on the top-left.



Photo 2: Looking from west to east across the top of bank. EC01 transitions to EC02 at the arbutus tree and canoe.



Photo 3: Looking up the beach access stairs from the landing deck. Exposed soil can be seen on the left and the dead arbutus on the right.

Ecological Community 02 (EC02)

This community is characterized by a cleared, and partially landscaped grass yard that transitions from the Douglas-fir – arbutus (CDFmm02) community in EC01 at the top-of-bank to a slightly moister and deeper soiled Douglas-fir – salal (*Gaultheria shallon*) (CDFmm/01) community as in progresses up the slope. The community wraps around the dwelling, deck and driveway and is mostly cleared (90%).

The sparse young tree cover is estimated to range in age from 15 to 60 years in age. Trees are generally confined to the peripheries of the community, along the edges of the property and the transition to EC01. They include Douglas-fir, Western redcedar (*Thuja plicata*), arbutus, and a couple of Scouler’s willow (*Salix scouleriana*) and bigleaf maple (*Acer macrophyllum*). Native shrubs and herbs are present in patches and include salal, bracken fern (*Pteridium aquilinum*), and baldhip rose and a small patch of Nootka rose (*Rosa nootkensis*).

The area to the east of the dwelling has been recently cleared of Himalayan blackberry with dense sprouting regenerating stems intermingling with the native trailing blackberry (*Rubus ursinus*), forming a new mat along the surface.

Slope: variable 15-20%	Aspect: South	Site Series: CDFmm/01
Tree: 10%	Shrub: 10%	Herb: 30% Moss: 1% Exposed Soil: 20%



Photo 4: Looking up slope from the top-of-bank at predominantly cleared and grassy areas adjacent to house and fringe of native trees and vegetation along the western property line.



Photo 5: Looking southwest from the eastern side of the property at the recently cleared (and newly regenerating) blackberry patch in foreground, with a fringe of trees and native shrubs along the top-of-bank / transition to EC01 in the background-left.

Marine Ecosystem Description

The shoreline of the property is a sandstone bedrock platform or ramp in the intertidal leading up to a short sandstone cliff (5 – 7m high) with boulders at the base.

According to the BC ShoreZone Assessment, the shoreline is divided, roughly down the middle of the property, into two classifications. The western portion, where the dock is located, is classified as a 'Narrow Rock Ramp' and the eastern portion, where the stairs are located, as a 'Rock Platform with Sand and Gravel Beach'.

Small pockets of sand and gravel deposition were observed scattered on the flat portions of the stepped, bedrock platform along the shore of the eastern part of the property. The site generally seems to be slightly accreting gravel and sand sediment.

The shoreline has also been ranked for sensitivity to sea level rise (BC Parks Shoreline Sensitivity to Sea Level Rise Model - Bifford, Stevens). For the western, 'Narrow Rock Ramp' portion the foreshore sensitivity ranking is 'Low', the backshore sensitivity ranking is 'Low' and the overall sensitivity to sea level rise ranking is 'Low'. For the eastern, 'Rock Platform with Sand and Gravel Beach' portion, the foreshore sensitivity ranking is 'High', the backshore sensitivity ranking is 'Low', and the overall sensitivity to sea level rise ranking of 'High'.

No eelgrass or kelp was observed in areas directly in front or immediately adjacent to the property. There are small eelgrass beds mapped (Islands Trust Eelgrass Mapping) roughly 75 meters to the southeast of the property and roughly 330m to the northwest.

Adjacent Land Uses

The property is part of a residential subdivision along the waterfront of Montague Harbour. It is flanked by similar properties to the west and east, all with dwellings, a mix of landscaped and natural areas that extend to the high tide line, and with docks and stairs to access the shore.

Description of Land Alteration / Development

The property is fully developed with a house, a cottage, a large deck, beach access stairs, a dock, and a shed. A paved driveway leads down to the house/cottage from Montague Park Road. There are two large water storage tanks located roughly halfway down the driveway. Most of the property remains forested, with the areas including and immediately adjacent to the house and cottage having been cleared. Shrubs and understory vegetation have been removed in the areas surrounding the house site.

The development includes the construction of a new house and garage (proposed building). The existing house, cottage, and the decked breezeway that joins them (existing building) will be deconstructed in advance. The existing deck will remain in place.

The portion of the proposed building that lies inside of the DPA2 15m setback will be contained within the footprint of the existing building. The proposed building footprint that is inside the DPA2 setback will be considerably smaller than that of the existing buildings resulting in a gap between it and the existing deck. The developer proposes to fill in the gap with additional decking. The proposed building also includes significant 'new' footprint, outside of the DPA2 15m setback.

The new garage and expansion of the driveway for a 'turnaround' also fall outside of the DPA2 setback and may require relocation of the water storage tanks.

The development will require the removal of four Douglas-fir trees, one small diameter tree within the footprint of the new house and three larger diameter trees within the footprint of the new garage and driveway area. All are located outside of the DPA2 15m setback.



Photo 6: Shows the existing main dwelling, breezeway, annex, driveway and shed. The 15m DPA2 setback roughly parallels the back of the structures (edge closest to driveway). The small diameter Douglas-fir in line with the left (east) side of the annex will be removed but is outside of the DPA2 setback. The arbutus tree on the far left of the photo will not need to be removed.



Photo 7: Shows the dock and existing dwelling and deck from the shoreline.

Impact Assessment

The proposed building construction does not change the use of the site, nor the patterns of use on the site. Given the existing footprint of the residential development on the property, additional impacts to the ecological health of the shoreline area from the proposed development are minimal.

A slight increase in surface water resulting from the additional impervious area (house, garage, and driveway) have the potential to lead to slightly increased erosion along the shoreline bank if not properly accommodated.

The arbutus tree located on the eastern side of the existing buildings will be left in place according to the provided plans. However, the removal of the existing building and the subsequent excavation required for the new building may damage the tree's root system. Dieback of some of the branches on this tree were already observed during the site visit. The tree may not have the resilience to weather additional disturbance and may be considered a danger tree to the proposed buildings (and possibly to existing buildings).

Potential impacts to shoreline and marine areas from demolition and construction phases include:

- Contribution of sediment to the marine environment from exposed and/or stored soil after excavation.
- Introduction of construction waste into the shoreline and marine environment.
- Damage to trees and existing natural vegetation within the shoreline DPA from construction activity or storage of materials.

Existing perimeter drainage around the house and cottage appear to be routed directly over the shoreline top of bank with the outflow draining midway down the slope into the ocean. No obvious erosion, slope instability or damage to vegetation was observed. If left in place as is, this drainage system has the potential to cause erosion, especially with additional catchment from increased roof and driveway area.

There are no impacts to public access along the shoreline from the proposed works.



Photo 8: The white pipe under the vegetation in the foreground is the perimeter drainage.



Photo 9: Shows the proximity of the arbutus tree to the existing building.

Recommended Mitigation Measures

The following measures are recommended in consideration of the anticipated impacts to the site from the proposed development:

1. Consult with an arborist to determine the current health of the arbutus tree on the east side of the existing structure, to assess whether it is a 'danger tree' and should be removed, or to recommend appropriate measures for impact mitigation. **UPDATE OCT 28, 2021** – Jeff Lush, ISA certified Arborist, (Tree Risk Assessment Qualified # PN-8783A) has completed an assessment and recommended that the tree be removed (see Map 4 below for location and Appendix 1 for Assessment).
2. Establish temporary high visibility fencing along the “5-meter offset to top-of-bank” shown on Map 2 prior to commencing any work on the site. There should be no storage of excavated materials, fill, construction materials, nor entry by workers or vehicles/machinery in this relatively sensitive area.
3. Establish temporary high visibility fencing around the drip line of all remaining trees outside of the 5-meter top-of-bank offset and inside of the 15m DPA2 setback.
4. Minimize soil compaction to areas outside of the infrastructure footprint during the demolition and construction phases. For example, storage of equipment, machinery, excavated and waste material, soil, fill, and construction materials can be accommodated within the building footprints or in areas designated for parking or driveway.
5. Use permeable materials for new driveway sections and parking areas to reduce surface runoff into the ocean.
6. Demolition materials should ideally be immediately removed from the site. If temporary storage is required, containers or bins should be used.
7. Ensure any imported soil or aggregate materials are sterile and do not contain viable seeds of exotic invasive plants.
8. Excavation and site preparation should be undertaken during dry weather and not during periods of prolonged, heavy rainfall.
9. Excavated soil material should be immediately removed from the site if work is being completed during the rainy season. If temporary storage is required, a silt fence (landscape cloth) should be installed along the downslope side of any soils that are exposed or deposited within or adjacent to the 15m DPA2 setback to prevent erosion and sediment deposition into the marine environment.
10. Exposed soils should be covered and maintained by means of tarps in good repair and/or hydromulch (without seeds), or if within the development footprint, a clean, compacted rock material such as crush or road base.
11. The use of machinery and equipment should be restricted to the minimum area required for demolition and construction.

12. Contractors should inspect their equipment and vehicles to ensure they do not transport invasive plant species seeds onto or off the property. All equipment should be washed prior to arrival. Manual removal of weeds should be performed on a regular basis.
13. All machinery and equipment should be inspected for leaks prior to operation.
14. Machinery and equipment should ideally be refuelled offsite or at a designated location on an impermeable surface where spills can be contained. A spill response kit is to be on site during all periods when machinery is being operated and all operators are to be trained in the use of the spill kit.
15. Ensure outflow from perimeter drain on proposed building does not contribute to erosion within the DPA.

Restoration:

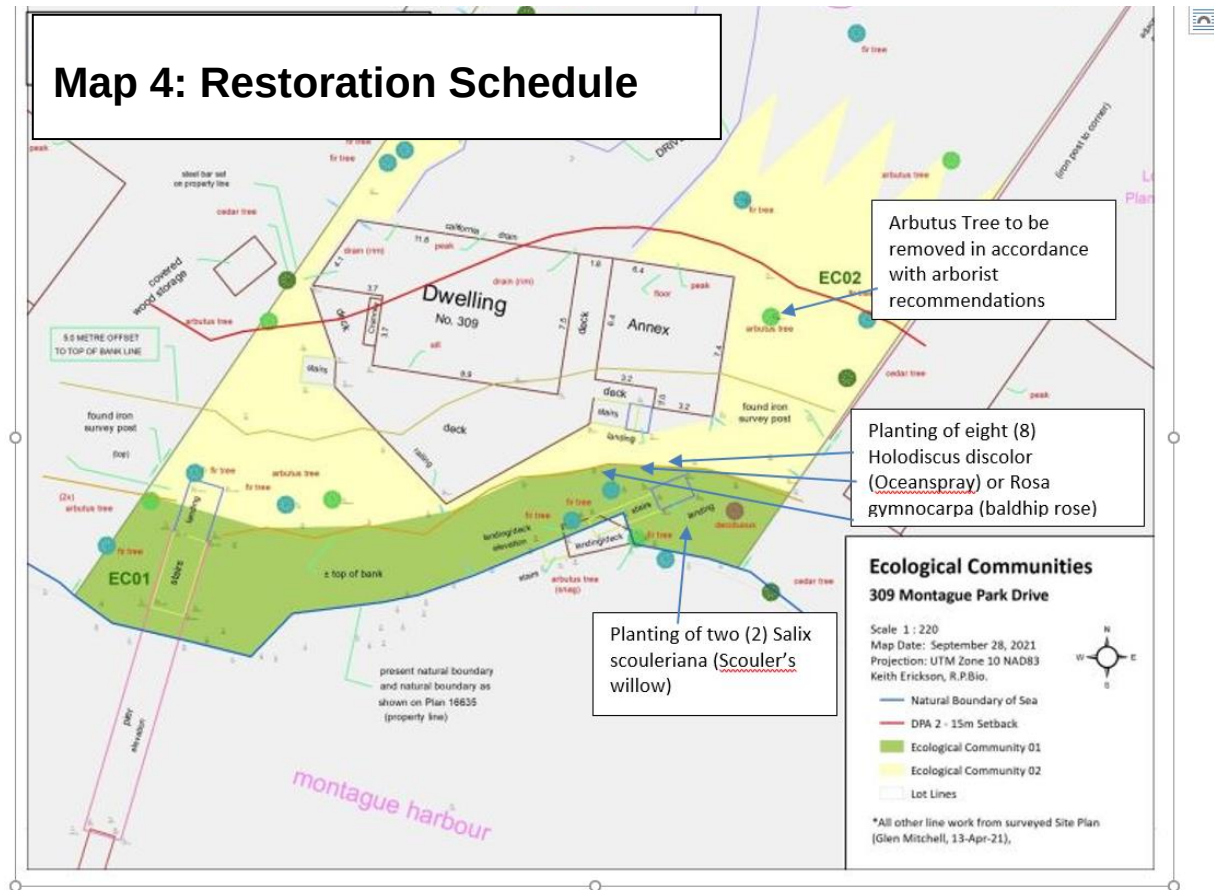
16. Ensure any areas within the DPA where soils are exposed are planted, ideally with native species but at a minimum seeded to grass to prevent surface erosion and deposition of sediment in the marine environment.
17. Recommend planting and fencing native shrubs along the ‘top-of-bank’ section around the upper landing associated with the beach access stairs to improve habitat and soil stability (see Map 4 below for siting).
 - 2 x *Salix scouleriana* (Scouler’s willow) below platform
 - 8 x *Holodiscus discolor* (Oceanspray) or *Rosa gymnocarpa* (baldhip rose) between the Douglas-fir and the deck.



Photo 10: Shows section of TOB where oceanspray and rose should be planted.



Photo 11: Shows section of TOB willow should be planted.



Monitoring

The authoring QEP will be retained as project environmental monitor by Dave Koster. The environmental monitor will be available to provide guidance in fulfilling the requirements of this report. Monitoring will ensure:

- Impacts to DPA2 are minimized as recommended in this report.
- Restoration is complete.

If required, the authoring QEP will verify the points above through a site visit or through photos provided by the landowner. They may provide a signed letter of confirmation, or a letter outlining further mitigation measures that must be taken to address any insufficiencies.

File No:

SHORELINE AND MARINES AREAS DEVELOPMENT PERMIT AREA (DPA 2)			Office Use only
	Information and Documentation Required	✓	
Site Plan	Professionally prepared plan at an appropriate scale and based on a legal survey, containing the following:	✓	
	▪ The proposed development and associated features	✓	
	▪ The natural boundary of the sea	✓	
	▪ The development permit area boundary	✓	
	▪ Existing buildings and structures	✓	
	▪ Roads and driveways	✓	
	▪ Significant features identified in the site inventory	✓	
	Where development would occur on slopes exceeding 20% grade: site profiles and cross sections demonstrating terrain conditions prior to disturbance	N/A	
Site Inventory	A site inventory providing information on existing plant communities, marine and terrestrial habitats, current on-site and adjacent land uses, slope stability, erosional processes, hydrology, topography and marine sediment transport.	✓	
Development Proposal	A description of the proposed development detailing construction, cut and fill, blasting, road or driveway construction, vegetation clearing, alteration to hydrological systems, alterations affecting the marine foreshore, septic field installation, landscaping, or other land alteration during or after the development phase. Alternative development options.	✓	
Impact Assessment	An assessment of the nature and extent of the impact of the proposed development consisting of anticipated impacts on the following:	✓	
	▪ Marine and terrestrial habitat	✓	
	▪ Site hydrology	✓	
	▪ Marine sediment transport	✓	
	▪ Public access to and along the foreshore	✓	
	The assessment should identify impacts stemming from the construction phase, the intended long-term use of the site, and any cumulative impacts of development in the area, including on adjacent and proximate sites	✓	
Measures	A description of all measures to limit, mitigate and manage the impacts of the development on:	✓	
	▪ terrestrial and marine habitat	✓	
	▪ geomorphic, hydrological and coastal processes	✓	
	A description of mitigation measures and their anticipated effectiveness in maintaining the health, form and function of environmentally valuable features.	✓	
Monitoring	Recommended monitoring requirements, identifying actions that will be taken to ensure all proposed activities are completed as described, including a monitoring schedule and process for resolving any non-compliance	✓	

SHORELINE AND MARINES AREAS DEVELOPMENT PERMIT AREA (DPA 2)			Office Use only
	Information and Documentation Required	✓	
Restoration	Recommended actions to restore or enhance ecosystem functions or habitat that have been degraded prior to development or that would be impacted by the proposed development	✓	

APPENDIX 1

----- Original Message -----
Subject: Arborist Report
From: "Jeff Lush" <islandarboriculture@gmail.com>
Date: Wed, October 27, 2021 1:40 pm
To: "koster@gulfislands.com" <koster@gulfislands.com>

Tree risk assessment for Arbutus tree in proximity of new construction at 309 Montague Park Road.

DBH 45cm

General observation: This specimen is growing in a location that makes it impossible to support a retention strategy.

1) This tree displays the common characteristic of the majority of arbutus in that it displays the phototropic tendency to lean heavily toward available light sources rather than standing directly over its base where it enters the ground. This results in a much larger tension root system (the roots growing opposite the lean) than most trees. Tension roots have twice the strength and resistance to structural failure than compression roots (the roots under the lean).

Given the fact that major excavation for new construction will sever almost all the tension roots beyond 60cm of the trunk almost guarantees that the tree will fail within a short period of time. After the excavation it may also become a hazard to on site workers.

2) Arbutus are also extremely sensitive to root interference from a mortality standpoint. There are many cases of arbutus trees that have failed after experiencing only minor root damage from construction even when extraordinary efforts were undertaken to retain them.

3) Arbutus trees all over the Gulf islands are suffering from fungal leaf blight. This disease blocks photosynthesis and invariably leads to mortality. This disease attacks arbutus that are stressed either by drought or physical damage. The trauma that this tree will experience during construction would assuredly result in leaf blight and become a vector for infecting any nearby arbutus..

Conclusion: I am sorry to report that this specimen should be removed prior to excavation. It may well fail in an uncontrolled fashion once the tension roots are severed during excavation.

If you have any questions or concern please feel free to contact me.

Kind regards,

Jeff Lush
ISA certified Arborist, Tree Risk Assessment Qualified # PN-8783A



**GALIANO ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT PERMIT
GL-DP-2021.3**

To: Montague Holdings Ltd.
c/o Rory and Robert Henry

1. This Development Permit (the "Permit") applies to the land described below and all buildings, structures and other developments therein:

Lot 11 District Lot 33 Galiano Island Cowichan District Plan 16635
(PID: 003-994-279)

2. This Development Permit GL-DP-2021.3 authorizes construction of a new dwelling and associated decks partially within **Development Permit Area ("DPA") 2 - Shoreline and Marine** subject to the following requirements and conditions:

General

- a. All development shall be substantively consistent with Schedules 'A' and 'B', attached to and forming part of this permit.
- b. Any additional future construction, land alteration or tree removal within DPA 2 as delineated on Schedule 'A' shall require that a new Development Permit be obtained.

Construction Design

- c. Building design shall ensure the outflow from any perimeter drains and gutters on the proposed dwelling and decks do not contribute to erosion within DPA 2.
- d. Permeable materials shall be used for new driveway sections and parking areas to reduce surface runoff into the ocean.

Construction Mitigation

- e. Temporary high visibility fencing shall be established along the "5-meter offset to top-of-bank" shown on Schedule B prior to commencing any work on the site. There shall be no storage of excavated materials, fill, construction materials, nor entry by workers or vehicles/machinery in this area.
- f. Temporary high visibility fencing shall be established around the drip line of all remaining trees outside of the 5-meter top-of-bank offset and inside of the 15m DPA2 setback.
- g. Demolition materials shall be immediately removed as practicable from the site. If any temporary storage is required, containers or bins shall be used and sited outside of DPA 2.
- h. The use of machinery and equipment shall be restricted to the minimum area required for demolition and construction.
- i. All machinery and equipment shall be inspected for leaks prior to operation.
- j. Machinery and equipment shall be refuelled offsite or at a designated location on an impermeable surface where spills can be contained. A spill response kit shall be on site during all periods when machinery is being operated and all operators shall be trained in the use of the spill kit.

Soil Management

- k. To minimize soil compaction to areas outside of the infrastructure footprint during the demolition and construction phases, storage of equipment, machinery, excavated and waste material soil, fill, and construction materials shall be accommodated within the existing building footprints or in areas designated for parking or driveway.
- l. The permit holder shall ensure any imported soil or aggregate materials are sterile and do not contain viable seeds of exotic invasive plants.
- m. Excavation and site preparation shall be undertaken during dry weather and not during periods of prolonged, heavy rainfall.
- n. There shall be no storage of excavated soil material within DPA 2.
- o. Excavated soil material shall be immediately removed from the site if work is being completed during the rainy season. If temporary storage is required, a silt fence (landscape cloth) shall be installed along the downslope side of any soils that are exposed or deposited within or adjacent to the 15m DPA 2 setback to prevent erosion and sediment deposition into the marine environment.
- p. Exposed soils shall be covered and maintained by means of tarps in good repair and/or hydromulch (without seeds), or if within the development footprint, a clean, compacted rock material such as crush or road base.

Tree Removal and Protection

- q. No trees shall be removed or modified in DPA 2 except for removal of the Arbutus Tree as recommended by a certified arborist to the east of the existing dwelling and as identified on Schedule B.
- r. The Arbutus Tree identified in Schedule B shall be removed with as minimal impact as possible to surrounding areas within DPA 2, including excavation of the root wad.

Invasive Species Management

- s. Contractors shall inspect their equipment and vehicles to ensure they do not transport invasive plant species seeds onto or off the property. All equipment shall be washed prior to arrival. Manual removal of weeds shall be performed on a regular basis.

Restoration Works

- t. The permit holder shall ensure any areas within the DPA where soils are exposed are planted with native species to prevent surface erosion and deposition of sediment in the marine environment.
- u. The permit holder shall plant native shrubs along the 'top-of-bank' section around the upper landing associated with the beach access stairs to improve habitat and soil stability as identified on Schedule B and consistent with the following:
 - i. 8 x *Holodiscus discolor* (Oceanspray) or *Rosa gymnocarpa* (baldhip rose) between the Douglas-fir and the deck.
 - ii. 2 x *Salix scouleriana* (Scouler's willow) below platform.

Monitoring

- v. Monitoring and guidance shall be conducted by a registered professional biologist (R.P. Bio.) to ensure that all conditions herein have been met to the satisfaction of the R.P. Bio.

- w. All restoration work shall be completed within three (3) months of occupancy permits being issued for the dwelling.
 - x. The monitoring QEP(s) shall prepare and submit to the Islands Trust written confirmation of compliance with all conditions of this permit as issued within three (3) months of occupancy permits being issued for the dwelling.
- 3. The area described herein shall be developed in accordance with the terms, conditions and provisions of this Permit, and any plans and specifications attached to this Permit, which shall form a part thereof.
 - 4. Any further development within designated Development Permit Areas will require a new Development Permit, or a Development Permit Amendment.
 - 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 the lawful completion of the proposed development.

AUTHORIZING RESOLUTION PASSED BY THE GALIANO ISLAND LOCAL TRUST COMMITTEE THIS DAY OF XX, 2021.

Deputy Secretary, Islands Trust

Date of Issuance

IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE XX DAY OF XX, 20XX, THIS PERMIT AUTOMATICALLY LAPSES.

DEVELOPMENT VARIANCE PERMIT

PROPOSED SINGLE FAMILY DWELLING WITH 2 CAR ACCESSORY GARAGE

TED MURRAY ARCHITECT

1104 BURNETT ST. #10
VANCOUVER, BC
CANADA V6J 2P1
TEL: (604) 269-0000
WWW.TEDMURRAYARCHITECT.COM

PROJECT:

PROPOSED SINGLE FAMILY DWELLING WITH 2 CAR ACCESSORY GARAGE

PROPOSITOR: JAMES CHEN, CHAIRMAN/CLUBHOUSE

PROPOSED TITLE: 8110 PLAN

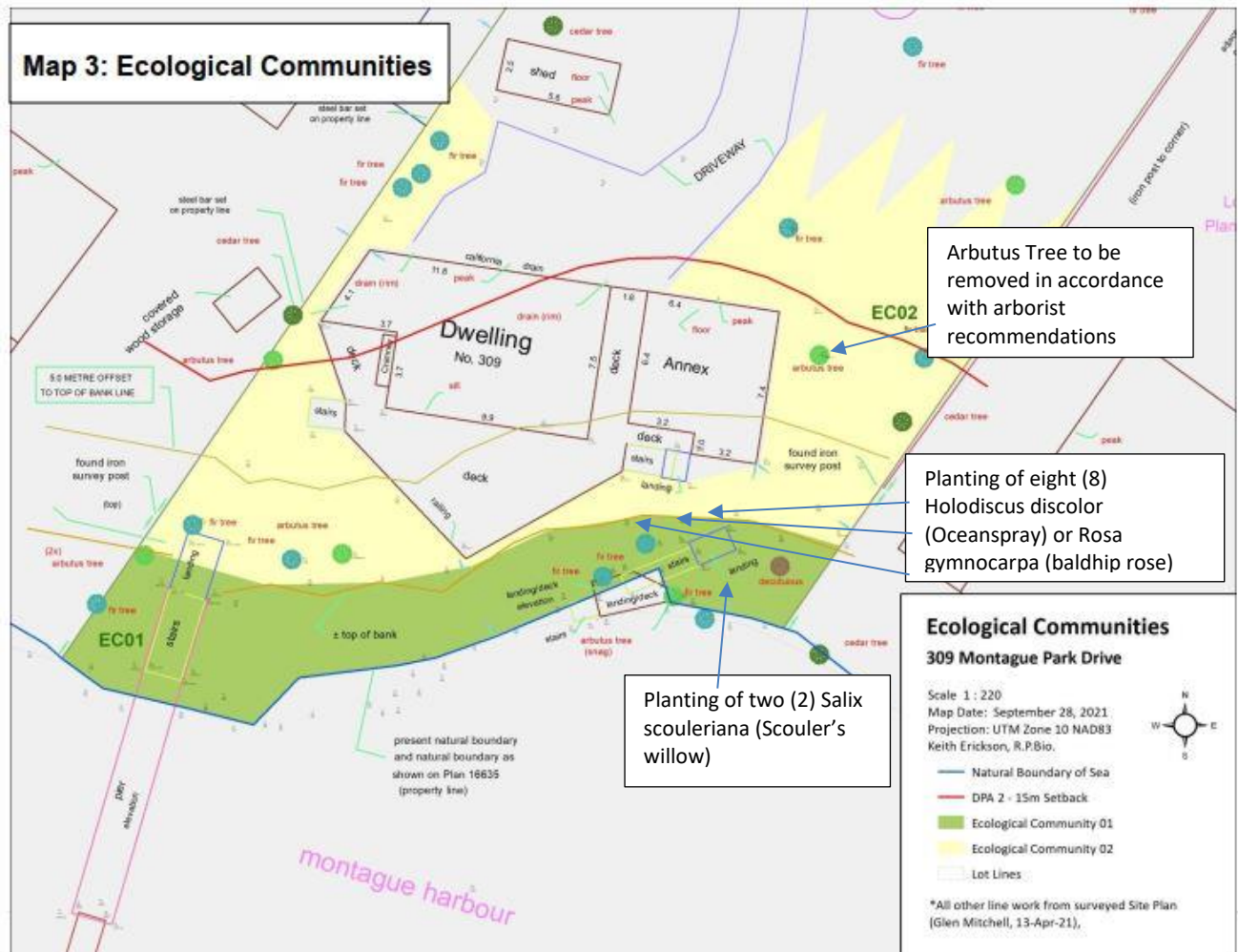
OWNER: N/A **DATE:** 2018 **PROJECT:** 1104 BURNETT ST. #10

GRID: 11 **JOB NO.:** 1104

OWNER: JAMES CHEN **DESIGNER:** N/A

DATE: 2018 **SCALE:** 1/8" = 1'-0"

**GALIANO ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT PERMIT 2021.3
Schedule "B" (Biologist's Restoration Plan)**





Islands Trust

**GALIANO ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
GL-DVP-2021.5**

To: Rory Henry and Robert Henry

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

Lot 11, District Lot 33, Galiano Island, Cowichan District, Plan 16635
PID: 003-994-279

2. Galiano Island Land Use Bylaw 127, 1999 is varied to allow for the addition of new decks as follows:

- a) Section 2.4 which states that buildings and structures must be sited at least 7.5 metres from the natural boundary of the sea, and at least 15 metres from any lake, to permit a portion of new dwelling and deck to be within 5.91 metres of the natural boundary of the sea.
- b) Section 2.4 which states that buildings and structures must be sited at least 7.5 metres from the natural boundary of the sea, and at least 15 metres from any lake, to permit a deck to be within 7.05 metres of the natural boundary of the sea.
- c) Article 5.3.8.2 which states that buildings and structures must be sited at least 6 metres from each interior side lot line to permit a deck to be within 5.91 metres of an interior side lot line.
- d) Article 5.3.8.2 which states that buildings and structures must be sited at least 6 metres from each interior side lot line to permit a deck to be within 4.47 metres of an interior side lot line.

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, 2021.

Deputy Secretary, Islands Trust

Date of Issuance

IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE ##ST DAY OF MONTH, 202#, THIS PERMIT AUTOMATICALLY LAPSES.

Site Plan



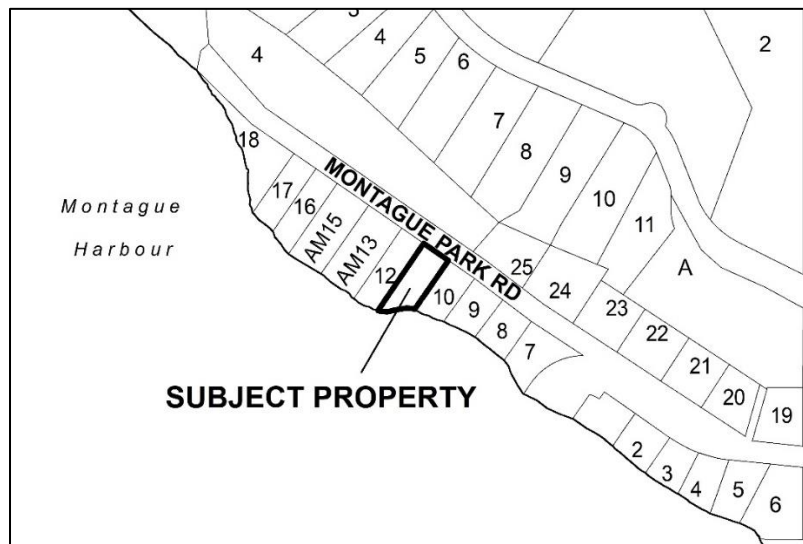


NOTICE
GL-DVP-2021.5
GALIANO ISLAND LOCAL TRUST COMMITTEE

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 is attached and would vary the Galiano Island Land Use Bylaw No. 127, 1999 (LUB) as follows:

- Variances to allow for a new dwelling and decks within interior side lot and natural boundary of the sea setbacks.

The property is located at **309 Montague Park Road** and is legally described as Lot 11, District Lot 33, Galiano Island, Cowichan District, Plan 16635 (**003-994-279**). 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 **October 22, 2021** and continuing up to and including **November 2, 2021**.

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, BC, commencing **October 22, 2021**.

Enquiries or comments should be directed to Brad Smith, Island Planner at (250) 405-5194, 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, **November 2, 2021**.

The Galiano Island Local Trust Committee may consider a resolution allowing for the issuance of the permit during the regular business meeting starting at **12:30 p.m., November 8, 2021**.

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

Jas Chonk, Deputy Secretary

File No. GL-DP-2021.4 (Longson)
GL-DVP-2021.9 (Longson)

DATE OF MEETING: November 8, 2021
TO: Galiano Island Local Trust Committee
FROM: Brad Smith, Island Planner
Southern Team
COPY: Robert Kojima, Regional Planning Manager
SUBJECT: Combined Development Permit & Development Variance Permit Application
Applicant: Gerry Longson on behalf of Ross Mills
Location: 160 Montague Road, Galiano Island

RECOMMENDATION

1. That the Galiano Island Local Trust Committee approve issuance of Development Permit GL-DP-2021.4 (Longson); and,
2. That the Galiano Island Local Trust Committee approve issuance of Development Variance Permit GL-DVP-2021.9 (Longson).

REPORT SUMMARY

This staff report is to consider a combined Development Permit (DP) and Development Variance Permit (DVP) application.

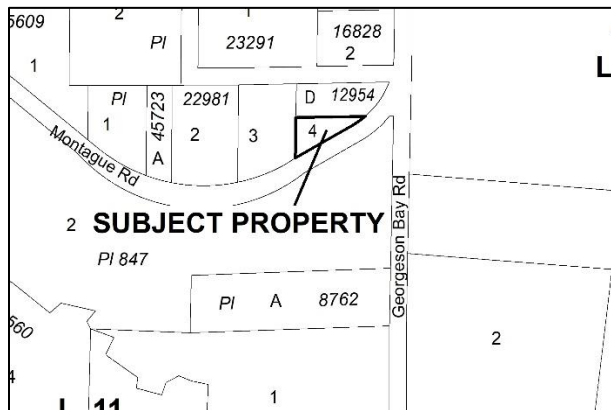
The purpose of the DP application is to ensure the proposed redevelopment of the commercial building on the subject property for a restaurant complies with Development Permit Area 6 – Shoreline and Marine (DPA) as defined in the Galiano Island Official Community Plan 108, 1995 (OCP).

The purpose of the DVP application is to consider interior and exterior side lot line setback variances for a new entrance including mobility access proposed to be added to the existing commercial building, and three associated (3) parking spaces to be located within exterior side lot setbacks. The variances would bring the property into conformity with the Galiano Island Land Use Bylaw No. 117, 1999 (LUB).

BACKGROUND

The combined DP-DVP application was submitted to the Islands Trust in advance of the renovation of the existing commercial building on the property, located at 160 Montague Road, Galiano Island (Figure 1).

Figure 1 – Subject Property



The proposed work on the existing house and site is as follows, all in preparation for the operation of a 36 seat restaurant:

- the existing house is to be structurally repaired and upgraded;
- the roof is to be totally rebuilt, insulated and waterproofed;
- the exterior walls are to be insulated and new finishes added;
- new windows and doors are to be added,
- the exterior is to be repaired and painted;
- a new Oven Room is to be constructed to the North;
- a new Front Entry with staircase and Handicap Lift added to the South West corner;
- outdoor decks and patios to be constructed;
- the existing landscaping to be revitalized and added to;
- Installation of signage, lighting and bike racks;
- the existing parking lot to be delineated for the parking of 12 vehicles; and
- one parking stall to be provided for a designated persons with physical disabilities

[illegible]

ANALYSIS

Official Community Plan

Land Use Bylaw

Legal Non-conformity of Existing Building

Islands Trust

Development Permit Area 6 – Commercial and Industrial Form and Character

Overall, the primary objective of the DPA is *“to ensure that new or additional commercial or industrial uses are developed in a manner that is consistent with and enhances rural island character and minimizes impacts on adjacent properties.”*

Consistent with DPA 6 requirements, the conditions within draft Development Permit GL-DP-2021.4 (Attachment 4) include the following considerations:

- Building form and character
- Landscaping requirements
- Parking requirements
- Lighting requirements
- Bike Rack requirements

A letter from the applicant further describes the development proposal and how it is intended to meet DPA guidelines (Attachment 4). A DPA checklist for relevant guidelines has been completed by staff and is included as Attachment 5. In summary, the proposal meets the applicable guidelines contained in the DPA.

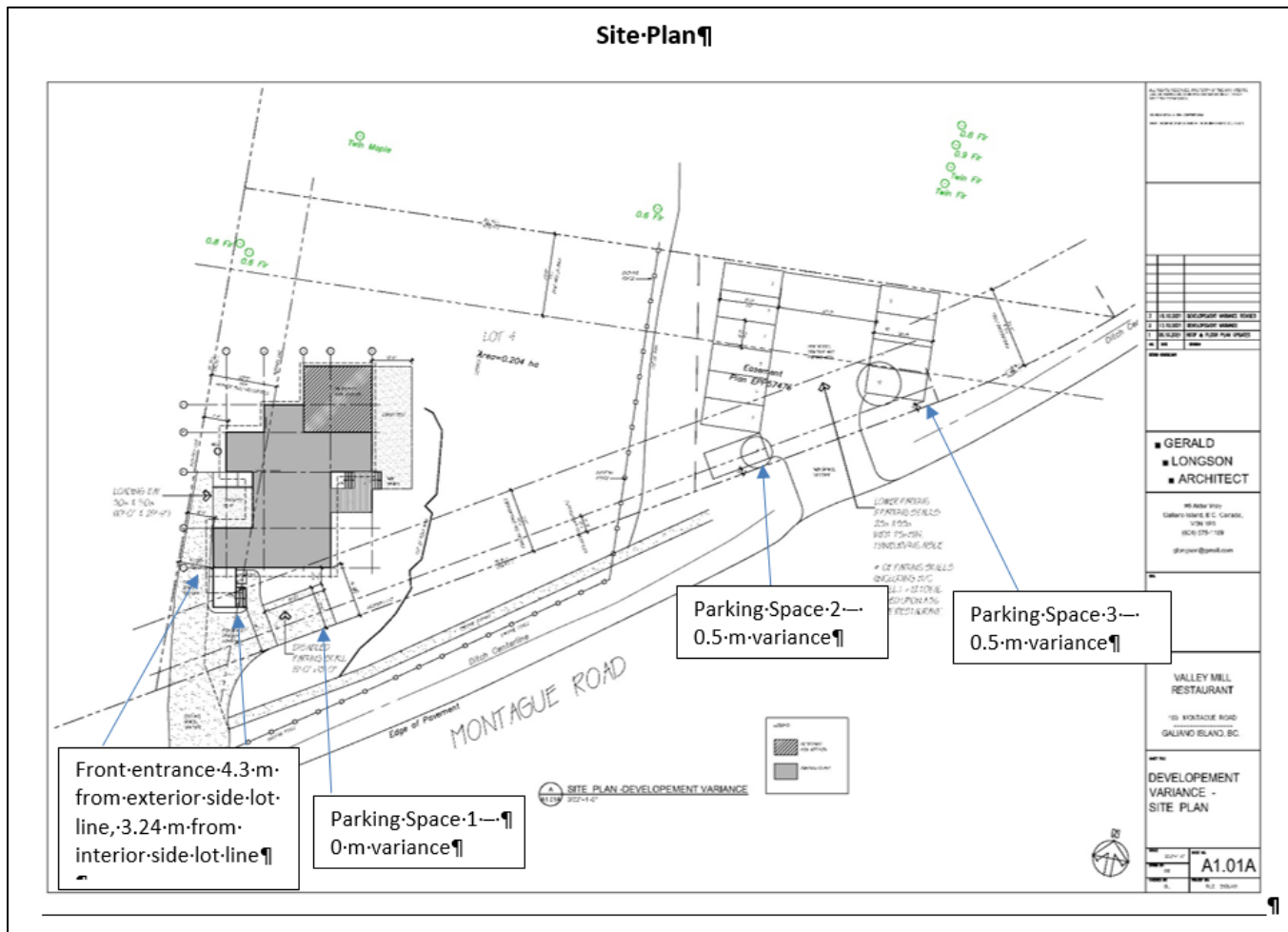
Development Variance Permit GL-DVP-2021.5

The applicant is seeking a variance to allow for the addition of a front entry porch, stairs and mobility access to the already existing legal non-conforming building and new parking spaces as follows:

- a) Article 9.1.6.2 which states that buildings, structures and unenclosed accessory storage areas must be sited 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, to permit a front entry porch, stairs and mobility access to be within 3.24 metres of an interior side lot line.
- b) Article 9.1.6.3 which states that buildings, structures and unenclosed accessory storage areas must be sited at least 6 metres from an exterior 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, to permit a front entry porch, stairs and mobility access to be within 4.3 metres of an exterior side lot line.
- c) Section 14.4 which states parking spaces may not be located in a setback area required by this bylaw in respect of a front lot line, nor within 1.5 metres of a side lot line or a residential building to permit a maximum of two parking spaces to be within 0.5 metres of an exterior side lot line.
- d) Section 14.4 which states parking spaces may not be located in a setback area required by this bylaw in respect of a front lot line, nor within 1.5 metres of a side lot line or a residential building to permit a maximum of one parking space to be within 0 metres of an exterior side lot line.

The variances are further described on the site plan in Figure 2. Draft permit GL-DVP-2021.9 (Longson) is included as Attachment 6.

Figure 3. Site Plan with Development Variances



Impact of Variance on Neighbouring Properties and Ecosystems

The existing dwelling and deck footprint and should not impact neighbours, including the portions that require variance, and there will be minimal impact to ecosystems as the site is already highly disturbed and the proposal largely utilizes the existing development footprint.

At time of writing, there has been no response from neighbours to the notification that was sent.

Intent of the Regulations being Varied

The overall purpose of the lot setback regulations are to minimize impacts on adjacent properties and the public realm related to:

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

- Public Access.
- Maintaining a rural character.
- Establishing certainty with respect to development by maintaining consistent siting regulations. The proposed variances for do not challenge the intent of the bylaw regulations.

Potential Impacts of Granting the Variances

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. In this case, the variances are deemed minor and reasonable by staff given the proposed development largely utilizes the existing building footprint, the entrance location is the most logical based on the building design and road frontage, and there are no significant impacts to neighbours.

Consultation

There is no public or agency consultation regularly associated with a DP application. In addition, there is no statutory notification required.

DVP Notices were circulated to surrounding property owners and residents (Attachment 8). The notification period ended at 4:30 p.m. on November 2, 2021.

At the time of writing, staff have not received any submissions in response to notification. Any submissions received prior to the LTC Meeting will be forwarded to the LTC and reported at the meeting.

First Nations

With respect to the potential for archaeological material to be found on the property during the proposed additions, Islands Trust reviews all applications/permits using Remote Access to Archaeological Data (RAAD) mapping to ensure the preservation and protection of cultural heritage, archaeological sites, and ancestral places. Staff have provided the Islands Trust Chance Find Protocol and the Provincial Archaeological Branch guidelines on *Heritage Act* and other guidance itemized in Attachment 1.

Rationale for Recommendation

The recommendations on page 1 with respect to the Development Permit are supported as:

- the objectives and specific guidelines of the DPA have been met;
- all relevant recommendations of a professional architect and landscape designer have been incorporated into the conditions of the proposed DP; and,
- conditions in the draft DP will ensure that DPA guidelines are adhered to.

The recommendations on page 1 with respect to the proposed Development Variance Permit are supported as:

- the variances are deemed minor and reasonable by staff given the proposed development largely utilizes the existing building footprint, the entrance location is the most logical based on the building design and road frontage and there are no impacts to neighbours;
- the potential impacts from granting the variances are minor;
- notification to surrounding neighbours has generated no response to date; and,
- the variances do not challenge the intent of the bylaw provisions.

ALTERNATIVES

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

Development Permit

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. Deny the application

The LTC may deny the application. Note, if this alternative is selected, the resolution SHOULD specify which guideline(s) the application does not comply with. Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee deny application GL-DP-2021.4 (Longson) as it does not comply with guideline_____.

Development Variance Permit

1. Further amend the permit and approve the permit as amended

The LTC may opt to make amendments to the permit as circulated provided the amendments would not permit further encroachments. Recommended wording for the resolution is as follows:

That the Galiano Island Local Trust Committee amend GL-DVP-2021.9 by____; and, .

That the Galiano Island Local Trust Committee approve issuance of GL-DVP-2021.9 as amended.

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 submit to the Islands Trust _____

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 deny application GL-DVP-2021.9.

Submitted By:	Brad Smith, Island Planner	October 26, 2021
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Concurrence:	Robert Kojima, Regional Planning Manager	October 29, 2021
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ATTACHMENTS

1. Site Context
2. Maps, Plans, Photographs
3. Draft Development Permit GL-DP-2021.4
4. Letter from Applicant Re: DPA Development Proposal
5. DPA Guideline Checklist
6. Draft Development Variance Permit GL-DVP-2021.9
7. DVP Notice

ATTACHMENT 1 – SITE CONTEXT

LOCATION

Legal Description	Lot 4 of Lot 11, Galiano Island, Cowichan District, Plan 22981
PID	003-199-410
Civic Address	160 Montague Road, Galiano Island
Lot Size	0.2 hectares (0.5 acres)

LAND USE

Current Land Use	Retail Commercial (C1)
Surrounding Land Use	Retail Commercial, Small Lot Residential, Agriculture

HISTORICAL ACTIVITY

File No.	Purpose
None	N/A

POLICY/REGULATORY

Official Community Plan Designations	Galiano Island OCP No. 108, 1995 Designations: Commercial (C) Development Permit Areas (DPAs): - DPA 6 – Commercial and Industrial Form and Character - DPA 7 – Steep Slope Hazard Areas (Moderate)
Land Use Bylaw	Galiano Island LUB No. 127, 1999: Retail Commercial (C1)
Other Regulations	None
Covenants	None
Bylaw Enforcement	None

SITE INFLUENCES

Islands Trust Conservancy	There are no Conservancy covenants or properties in the direct area; therefore no referral has been made to the Board.
Regional Conservation Strategy	The proposal does not impact the objectives and priorities of the Islands Trust Conservancy regional conservation plan.
Species at Risk	Small portion in vascular plant zone – not in area of proposed development
Sensitive Ecosystems	None mapped – classified as Modified Habitat
Hazard Areas	Small portion of property within moderate slope risk hazard- not in area of proposed development

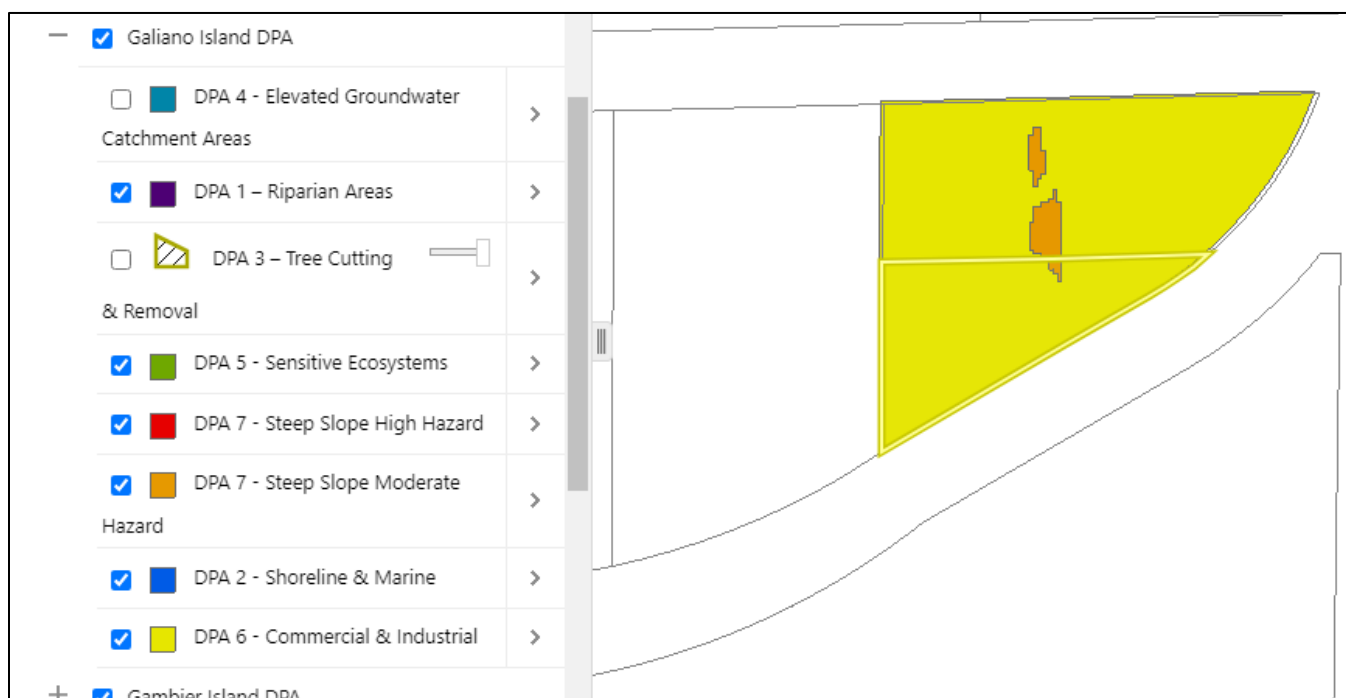
Archaeological Sites	Staff have provided the Islands Trust Chance Find Protocol and the Provincial Archaeological Branch guidelines on <i>Heritage Act</i> and directed the applicant to the following guidelines: • All archaeological and cultural heritage is protected under the <i>Heritage Conservation Act</i> and areas of archaeological potential may contain undocumented archaeological sites which would be automatically protected under the <i>Heritage Conservation Act</i> (including all intact or disturbed sites) and require a permit from the BC Archaeology Branch. Further information regarding permits: https://www2.gov.bc.ca/gov/content/industry/natural-resource-use/archaeology/permits. • In the event that archaeological features or materials are found, either intact or disturbed on the subject property, stop work immediately and contact the BC Archaeology Branch at 250-953-3334 or archaeology@gov.bc.ca. • Any impacts, would include the following: landscaping, tree removal, digging, using heavy equipment, development, fencing, footings, or any form of groundwork. • For more information regarding registered archaeological sites and archaeological potential on the subject property, submit an Archaeological Information Request Form: www.archdatarequest.nrs.gov.bc.ca, or contact Islands Trust to access mapping of the subject property.
Climate Change Adaptation and Mitigation	N/A
Shoreline Classification	Not Applicable
Shoreline Data in TAPIS	N/A

ATTACHMENT 2 – MAPS, PLANS, DRAWINGS, PHOTOGRAPHS

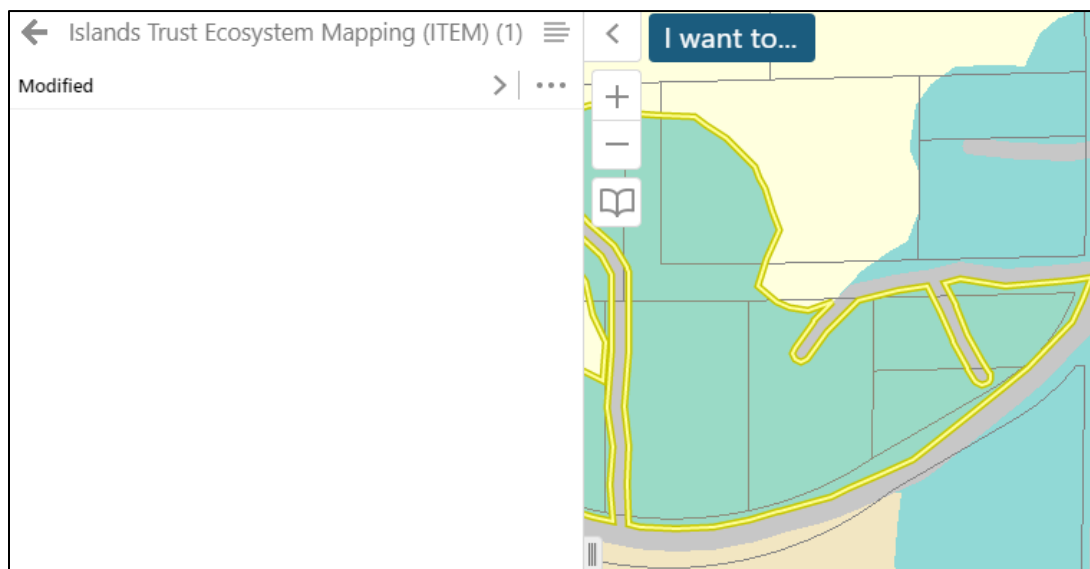
2.1 ORTHOZONING



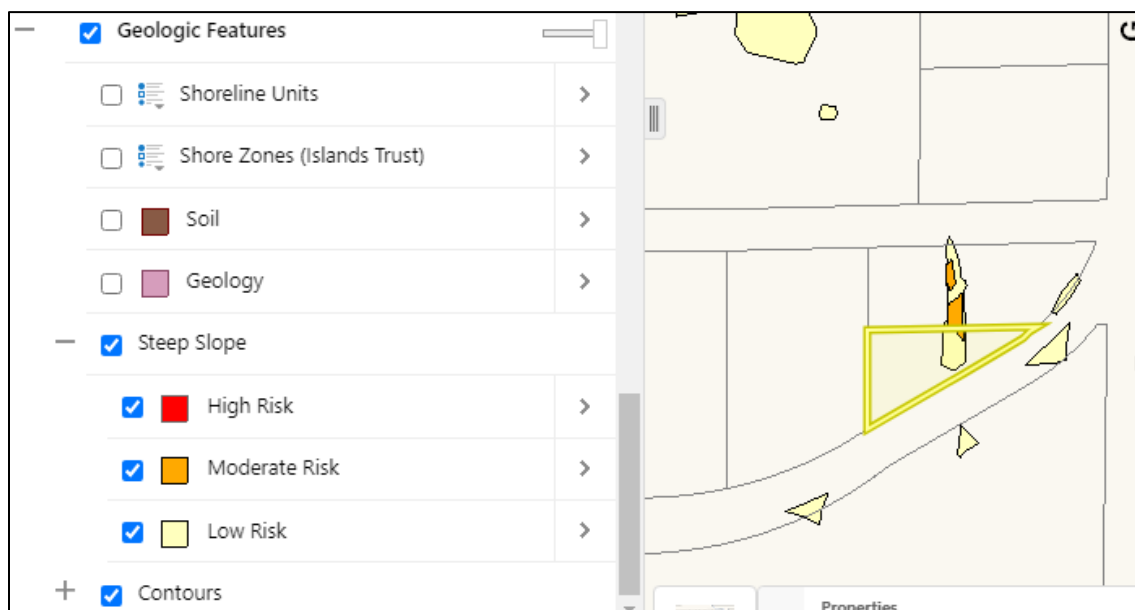
2.2 DPAs



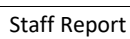
2.3 SENSITIVE ECOSYSTEM AND SPECIES AT RISK



2.4 STEEP SLOPE & CONTOURS



Islands Trust



2.6 PHOTOGRAPHS

PIC 1. FRONT OF BUILDING



PIC 2. SIDE OF BUILDING WHERE NEW ENTRANCE TO BE LOCATED



PIC 3. SIDE VIEW OF PROPERTY



PIC 4. PARKING AREA





**GALIANO ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT PERMIT
GL-DP-2021.4**

To: Ross Mills

1. This Development Permit (the "Permit") applies to the land described below and all buildings, structures and other developments therein:

Lot 4 of Lot 11, Galiano Island, Cowichan District, Plan 22981
(PID: 003-199-410)

2. This Development Permit GL-DP-2021.4 authorizes renovations to the building and other modifications to the subject property in accordance with **Development Permit Area ("DPA") 6 - Commercial and Industrial Form and Character** subject to the following requirements and conditions:

General

- a. All development shall be substantively consistent with Schedules 'A', 'B', 'C', 'D' and 'E' attached to and forming part of this permit.
- b. Any additional future construction or land alteration shall require that a new Development Permit be obtained.

Siting, Form and Character

- c. Exterior building siting, form and character shall be consistent with Schedules A, B and C attached to and forming part of this permit.

Parking

- d. Parking shall include 12 parking spaces and parking layout shall be consistent with Schedule A attached to and forming part of this permit.
- e. Porous or permeable parking surfaces shall be used where practical and impervious parking surfaces shall be minimized.
- f. Parking for bicycles shall be provided via a bicycle rack to be located as identified in Schedule D attached to and forming part of this permit.

Lighting

- g. Lighting shall be consistent with Schedule "D" attached to and forming part of this permit.

Signage

- h. Signage shall be consistent with Schedule "D" attached to and forming part of this permit.

Landscaping

- i.* Landscaping shall be consistent with Schedule “E” attached to and forming part of this permit.
 - j.* All landscaping shall be completed within 12 months of an occupancy permit being issued and shall meet or exceed the British Columbia Society of Landscape Architects and British Columbia Nursery Trades Association standards.
- 3. The area described herein shall be developed in accordance with the terms, conditions and provisions of this Permit, and any plans and specifications attached to this Permit, which shall form a part thereof.
- 4. Any further development within designated Development Permit Areas will require a new Development Permit, or a Development Permit Amendment.
- 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 the lawful completion of the proposed development.

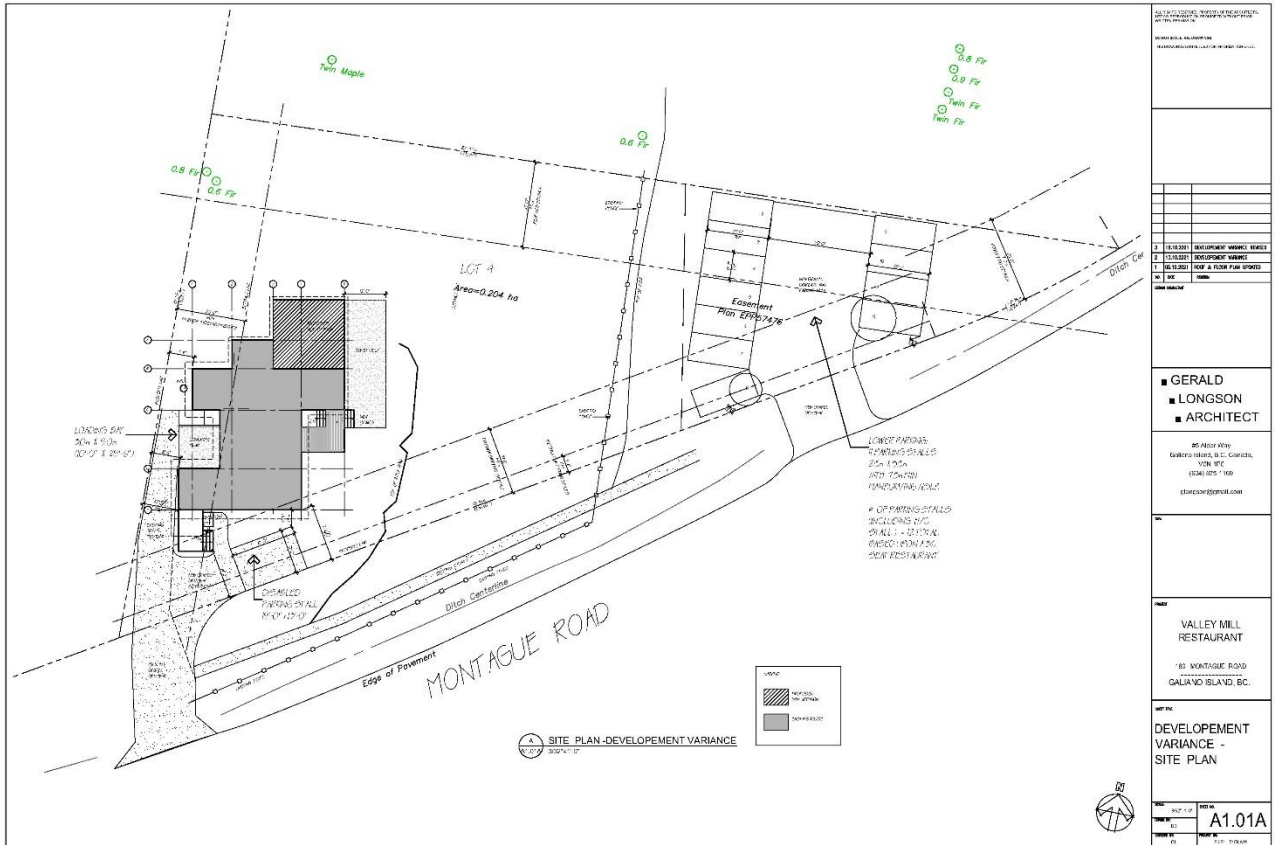
AUTHORIZING RESOLUTION PASSED BY THE GALIANO ISLAND LOCAL TRUST COMMITTEE THIS DAY OF XX, 2021.

Deputy Secretary, Islands Trust

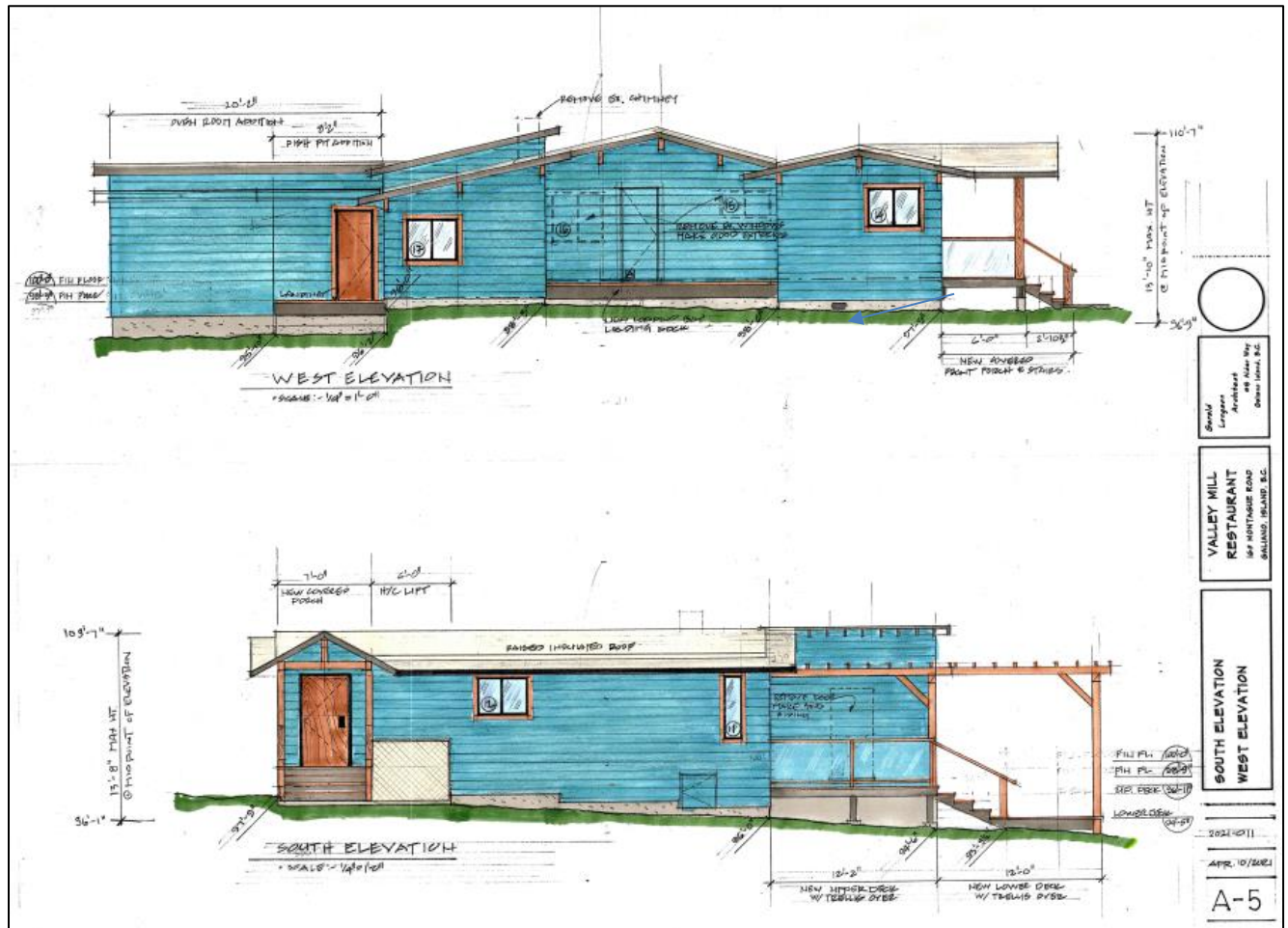
Date of Issuance

IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE XX DAY OF XX, 20XX, THIS PERMIT AUTOMATICALLY LAPSES.

GALIANO ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT PERMIT 2021.1
Schedule "A" (Site Plan and Parking)



**GALIANO ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT PERMIT 2021.1
Schedule "B" (Exterior Design – West/South Elevation)**



NORTH ELEVATION

• SCALE - 1/8" = 1'-0"

EAST ELEVATION

• SCALE - 1/8" = 1'-0"

VALLEY MILL RESTAURANT

147 MONTAGE ROAD
BRAND, ALABAMA 36005

NORTH ELEVATION EAST ELEVATION

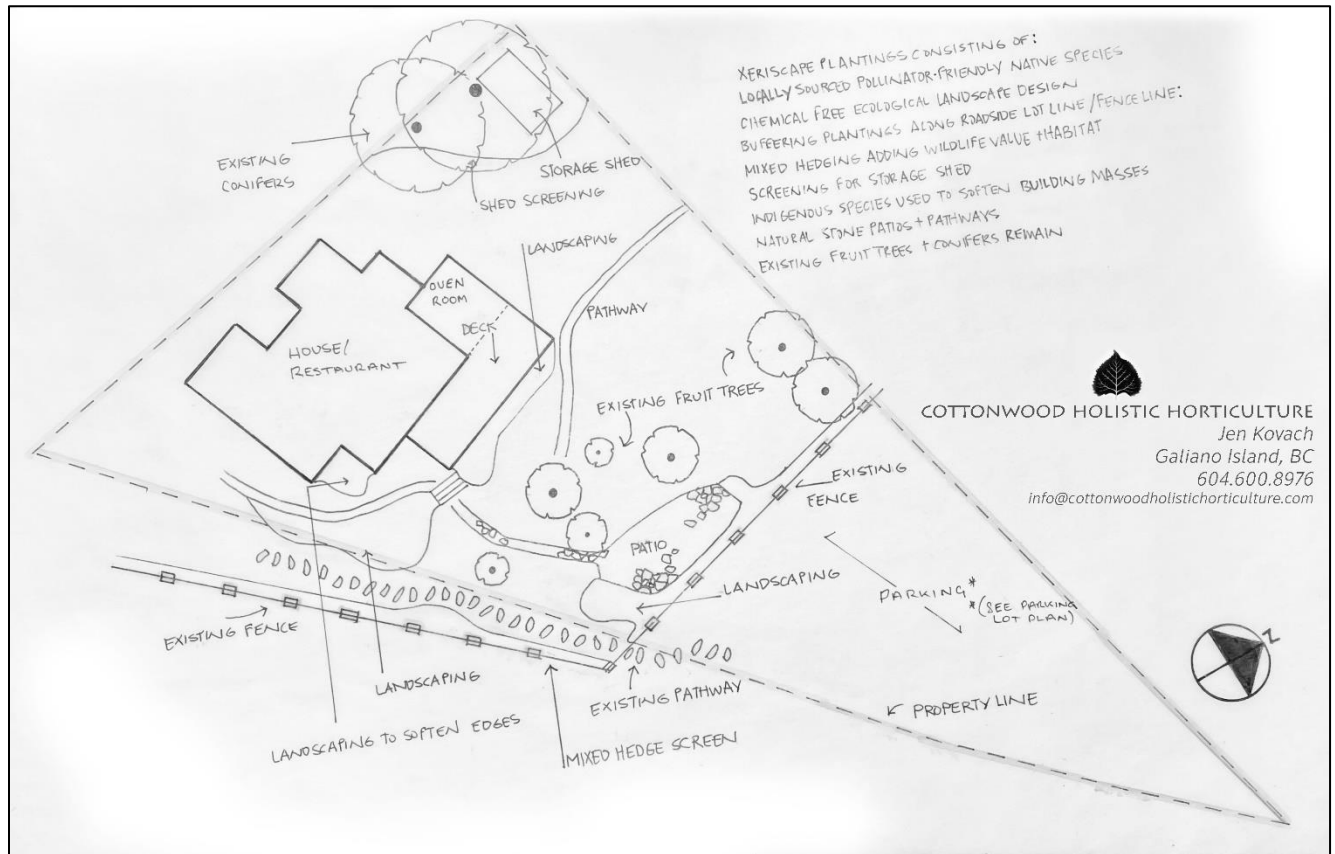
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**GALIANO ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT PERMIT 2021.1
Schedule "D" (Lighting, Signage and Bike Rack)**



**GALIANO ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT PERMIT 2021.1
Schedule "E" (Landscape Plan)**





August 12, 2021

Islands Trust
Victoria Office
200 - 1627 Fort Street
Victoria, B.C.
V8R 1H8

Attention: Mr. Brad Smith, Island Planner, Southern Team (via email: bsmith@islandstrust.bc.ca)

Re: 160 Montague Road, Galiano Island, B.C.
Development Permit Area 6 – Development Permit Application
Commercial & Industrial – Form & Character Description

Dear Mr. Smith

The current property at 160 Montague Road is zoned C-1 – Retail Commercial Zone and the existing building on the site are to be developed for a 1,688 sq.ft. restaurant – Valley Mill Restaurant. The following are the descriptions of how the project will be developed, with additions and alteration to the existing building, in a manner that is consistent with and enhances the rural Island character and minimizes the impact on the adjacent properties and meets the Galiano Island Land Use Bylaw's DPA6 Guidelines.

The proposed 1,688 sq.ft. – Valley Mill Restaurant will have the building's Main Entrance designed oriented to the front lot line and located with a new Front Entry with staircase and Handicap Lift added to the South West corner. This location for the Front Entry in the South West Corner enables the designed persons with physical disabilities Parking Stall to be directly accessible from Montague Road and the lift next to the Front Entry will make the Entry inclusive. By using the existing building the scale, mass and character will be not only maintained but also enhanced. The use of small-scale elements such as windows, doors, existing siding and trim will soften the building mass. There are no blank walls presenting an aspect to Montague Road. Reusing and adding to the following existing and added natural materials will enhances the rural Island character:

- 1" x 10" stained beveled cedar siding with 8" to weather;
- 1" x 3" natural stained cedar window & door trim;
- 6" x 10" natural stained beam lookouts;
- 1" x 8" stained cedar fascia boards; and
- Stained Douglas Fir columns, roof structure and railings at Front Entry, Decks and Patio.

The addition of the dormer roof over the Front Entry will be in keeping with the existing building's roof pitch.

The Loading Dock, exterior storage area (for garbage & recycling) and the roof top Kitchen ventilation unit are all located away from public view and the road and screened will required.

An Upper Deck, an at grade Patio and Garden Patios will be accessible from the interior of the restaurant and will be visible from Montague Road thereby encouraging social gatherings.

The Landscaping Plan by Jen Kovach, a Certified Horticulturist from Cottonwood Holistic Horticulture, indicates the landscape specification, irrigation requirements, planting list that highlights indigenous species and the species already on the site, cost estimates and total cost of the landscaping work. Specific attention has been paid in the development of the landscaping along the frontage of Montague Road to create an entrance to the Restaurant and a buffer between the Road and the site. Landscaping has been used to soften the building massing, separate the handicap and loading bay parking areas and to screen the Upper Deck and Patio.

The Site Development Plan -A1.01a also indicates the design and location of the one freestanding sign.

Lighting for walkways, parking areas and an illuminated sign are indicated on the Site Development Plan -A1.01a and attached lighting specifications.

Architectural Drawing Site Development Plan -A1.01a indicates the location and design of the "Business Premise" sign.

The Parking Layout Plan by Gerald Longson Architect indicates the location and layout of the number of parking stalls required by the Galiano Island Bylaw - Section 14.1.7 (i.e. restaurant, neighbourhood public house 1 per 3 seats) for 36 seats provided 12 parking stalls plus one Handicap parking stall. The main parking for the Valley Mill Restaurant is to be located east of the restaurant and in the area where there has traditionally been parking. The Parking spaces are located in the Front Yard and Rear Yard setback area. Access to 90 Montague Road is through this delineated parking lot. Bicycle Storage for staff is located at the rear of the building and for patrons next to the Handicap Parking Stall.

I hope this project description meets the Islands Trust's requirements.

The attached Transmittal is a list of all of the other required documents for the Development Permit Application.

Yours truly

A handwritten signature in black ink, appearing to read "G. Longson", is written over a light blue rectangular background.

Gerald W. Longson – Architect AIBC

cc. Ross Mills

Galiano Island
OCP Bylaw No. 108, 1995
Commercial and Industrial Form and Character Development Permit Area
(DPA 6)
Guideline Checklist

Guideline	Complies			Comments
	Yes	No	N/A	
1. Where an application involves <u>retail commercial</u> buildings or structures, which are buildings and structures designed and intended for commercial uses other than for visitor accommodation, the building form and character should adhere to the following guidelines:				
a) Buildings and other structures should utilize existing topography and vegetation to be sited in a manner that is relatively unobtrusive and blends into the surrounding landscape.	☒	☐	☐	
b) Buildings should be designed and sited with the main entrance oriented to the front lot line or to the main point of entry from the road where appropriate.	☒	☐	☐	
c) Building form and character should not overwhelm the scale, mass and character of adjacent non-commercial properties.	☒	☐	☐	
d) Building mass should be appropriately proportioned in comparison to building height by limiting building frontage length in relation to building height.	☒	☐	☐	
e) Building mass should be softened by the use of small-scale elements such as windows, panels, entrances and other detail features in order to avoid monotony in design.	☒	☐	☐	
f) Buildings should not be designed with blank walls presenting an aspect to the highway or to highly visible areas; features such as garage doors and windowless facades should be minimized.	☒	☐	☐	
g) Buildings giving the impression of strip development should not be considered.	☒	☐	☐	
h) Natural materials should be incorporated into the design of buildings with construction materials.	☒	☐	☐	
i) Architectural variety should be provided through the use of features such as pitched roofs, dormers and similar features.	☒	☐	☐	
j) New buildings should be sited in a manner that results in minimal disturbance to existing vegetation.	☒	☐	☐	
k) In order to reduce noise, elements such as roof top mechanical equipment, shipping and loading areas, exterior storage areas, transformers, and meters should be screened from public view as effectively as possible through the use of any combination of landscaping, solid fencing and building design.	☒	☐	☐	
l) Social gathering should be encouraged by creating spaces such as porches, patios and gardens that are visible and accessible.	☒	☐	☐	
2. Where an application involves <u>visitor accommodation</u> buildings or structures, which are buildings designed and intended for use as commercial visitor accommodation units, building form and character should adhere to the following guidelines:				
a) Buildings and structures should utilize existing topography and vegetation to be sited in a manner that is relatively unobtrusive and blends into the surrounding landscape.	☐	☐	☒	
b) Where there are significant numbers of visitor accommodation units proposed or permitted on a site, development should incorporate a variety of building types, including attached or multi-unit buildings, in order to minimize the development footprint on the site and to minimize impacts on adjacent properties.	☐	☐	☒	

Guideline	Complies			Comments
	Yes	No	N/A	
c) Building form and character should not overwhelm the scale, mass and character of adjacent non-commercial properties, without being imitative or derivative of adjacent dwellings.	☐	☐	☒	
d) Building mass should be limited to two storeys above grade.	☐	☐	☒	
e) Building mass should be appropriately proportioned in comparison to building height by limiting building frontage length in relation to building height.	☐	☐	☒	
f) Natural materials should be incorporated into the design of buildings with construction materials and styles relating to the vernacular style of coastal architecture.	☐	☐	☒	
g) Architectural variety should be provided through the use of features such as pitched roofs, dormers and similar features.	☐	☐	☒	
h) New buildings should result in minimal disturbance to existing vegetation.	☐	☐	☒	
i) In order to reduce noise such elements as roof top mechanical equipment, shipping and loading areas, exterior storage areas, transformers, and meters should be screened from public view as effectively as possible through the use of any combination of landscaping, solid fencing, and building design.	☐	☐	☒	
j) Development along the shoreline should be visually unobtrusive and conform to the existing contours of the shoreline.	☐	☐	☒	
k) Development should be designed and sited in such a manner as to preserve existing significant views, public paths and view corridors from adjacent properties and public lands. Consideration should be given to siting a first storey below grade where it results in a lower profile building and protection of views.	☐	☐	☒	
l) Structures intended to access the foreshore, docks and marinas should be small-scale and low-profile. Stairs and ramps should follow the existing contours of the site, incorporate landings, public paths, utilize small concrete pilings and have gaps between boards.	☐	☐	☒	
3. Where an application involves <u>industrial</u> buildings or structures, building form and character should adhere to the following guidelines:				
a) Buildings and other structures should utilize existing topography and vegetation to be sited in a manner that is relatively unobtrusive and blends into the surrounding landscape.	☐	☐	☒	
b) Industrial buildings and structures should be functional and not include unnecessary design features or elements.	☐	☐	☒	
c) Buildings should be designed and sited to avoid creating visual and noise impacts from industrial operations and using material blending with the surrounding.	☐	☐	☒	
d) Elements such as roof top mechanical equipment, shipping and loading areas, external storage areas, transformers, and meters should be screened from public view as effectively as possible through the use of any combination of landscaping, solid fencing, and building design.	☐	☐	☒	
4. All applications should include <u>landscaping</u> adhering to the following guidelines:				
a) A landscape plan prepared by a landscape professional should:				
i. provide supporting documentary evidence pertaining to landscape specifications, irrigation requirements, planting lists (highlighting indigenous species), cost estimates, and the total value of the work;	☒	☐	☐	Landscape plan from a professional landscape designer considers DPA requirements

Guideline	Complies			Comments
	Yes	No	N/A	
ii. identify existing vegetation by type and identify areas which are to be cleared;	☒	☐	☐	
iii. provide for the landscape treatment of the frontage of the site which abuts onto existing or future public roads;	☒	☐	☐	
iv. provide for vegetative buffers along lot lines;	☒	☐	☐	
v. identify how landscape treatment will avoid the use of herbicides, pesticides and fungicides.	☒	☐	☐	
b) Existing site topography, landscape features, and indigenous vegetation should be retained wherever possible. Significant or important existing indigenous vegetation within all setback areas should be preserved (i.e. wetlands and mature wooded areas). Significant existing indigenous vegetation within the buildable area of the site should be preserved wherever possible through careful and innovative site design.	☒	☐	☐	
c) Appropriate natural buffering and landscaping should be provided along all roads. The width and extent of this buffer strip should be established based on the overall useable site area of the parcel, the extent of existing vegetation, the provision for adequate access and visual clearances, and any zoning requirements for landscape screening. Appropriate buffering should also be provided adjacent to the boundary of the Agricultural Land Reserve, along abutting residential properties and adjacent to watercourses.	☒	☐	☐	
d) Any storage areas on the property facing public roadways should have adequate landscape screening or the provision of other screening consistent with the overall character of the site and with the other guidelines in this section.	☒	☐	☐	
e) Proposed new plantings should consist of indigenous vegetation or other non-invasive vegetation suitable for local environmental conditions; buffer planting using massing of indigenous trees and shrubs is encouraged.	☒	☐	☐	
f) Appropriate planting should be used to soften building massing, to break up parking areas and to provide screening along lot lines. It is not intended that plantings form a full-height visual screen around the whole site and screen all buildings from view; planting should reduce and soften the apparent scale and mass of buildings, provide screens, and create breaks in a building façade or at building corners.	☒	☐	☐	
g) New drainage swales and detention basins should be planted with materials that will assist in the treatment of stormwater runoff and that are also complementary to the surrounding natural vegetation.	☒	☐	☐	
h) All landscaping and screening should be completed within 12 months of an occupancy permit being issued and should meet or exceed the British Columbia Society of Landscape Architects and British Columbia Nursery Trades Association standards.	☒	☐	☐	No screening required
i) The application may include a security, in the form of an irrevocable letter of credit for 125% of the value of the quoted landscaping cost.	☐	☐	☒	Not required in this case
5. All applications should provide a <u>parking</u> layout plan, adhering to the following guidelines:				
a) Large impervious and surfaced parking areas should be avoided. Parking should be provided through smaller parking areas dispersed throughout the development and separated with planted landscaped areas. Porous or permeable surfaces should be used where practical and impervious surfaces should be minimized and swales and open ditches should be installed rather than curb and gutter systems.	☒	☐	☐	Proposal utilizes existing permeable surface parking lot which is already disturbed to minimize additional impacts

Guideline	Complies			Comments
	Yes	No	N/A	
b) Visitor parking spaces should be clearly identified and provided within the development. Tree planting is encouraged in and around parking areas	☒	☐	☐	
c) Parking should be located at the sides or rear of buildings wherever feasible.	☒	☐	☐	
d) Development should provide for and clearly identify pedestrian circulation areas, preferably with different paving and/or landscaping treatment.	☒	☐	☐	
e) All significant paved parking areas should be included within the context of any stormwater water plan and incorporate oil/water separators.	☒	☐	☐	
f) The shared use of a common access between businesses is encouraged. The number of accesses should be limited to the number required for traffic safety.	☒	☐	☐	
g) All new development should include provision for bicycle parking or storage.	☒	☐	☐	Considered in DP
6. <u>Lighting</u> proposed as part of an application for a new building or overall site development should adhere to the following guidelines:				
a) Lighting for walks and parking areas should be small in scale and used to illuminate signs, displays and pedestrian paths.	☒	☐	☐	Considered in DP
b) High intensity lighting in parking lots and along roadsides is discouraged.	☒	☐	☐	Considered in DP
c) Security and other lighting should not be placed so as to shine directly onto residential or agricultural properties or to reduce the effectiveness of any landscaped buffer.	☒	☐	☐	
7. <u>Signs</u> should adhere to the following guidelines:				
a) Each site should have no more than one freestanding sign, located on the same lot as the development.	☒	☐	☐	Considered in DP
b) One sign should be installed for each business premise. All signs should be integrated into the overall design of the building and should not extend above the top wall of a building.	☒	☐	☐	Considered in DP
c) Signs should not be backlit or equipped with flashing, oscillating or moving lights or beacons.	☒	☐	☐	Considered in DP
8. The LTC may consider variances to siting, size, or parking regulations where the variance may result in closer adherence to the objectives and guidelines of this development permit area.	☐	☐	☒	Development variance being considered separately



Islands Trust

**GALIANO ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
GL-DVP-2021.9**

To: Ross Mills

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

Lot 4 of Lot 11, Galiano Island, Cowichan District, Plan 22981
(PID: 003-199-410)

2. Galiano Island Land Use Bylaw 127, 1999 is varied to allow for the addition of a front entry porch, stairs and mobility access to an already existing legal non-conforming building and parking spaces as follows:
- a) Article 9.1.6.2 which states that buildings, structures and unenclosed accessory storage areas must be sited 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, to permit a front entry porch, stairs and mobility access to be within 3.24 metres of an interior side lot line.
 - b) Article 9.1.6.3 which states that buildings, structures and unenclosed accessory storage areas must be sited at least 6 metres from an exterior 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, to permit a front entry porch, stairs and mobility access to be within 4.3 metres of an exterior side lot line.
 - c) Section 14.4 which states parking spaces may not be located in a setback area required by this bylaw in respect of a front lot line, nor within 1.5 metres of a side lot line or a residential building to permit a maximum of two parking spaces to be within 0.5 metres of an exterior side lot line.
 - d) Section 14.4 which states parking spaces may not be located in a setback area required by this bylaw in respect of a front lot line, nor within 1.5 metres of a side lot line or a residential building to permit a maximum of one parking space to be within 0 metres of an exterior side lot line.
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, 2021.

Deputy Secretary, Islands Trust

Date of Issuance

IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE ##ST DAY OF MONTH, 202#, THIS PERMIT AUTOMATICALLY LAPSES.

Site Plan



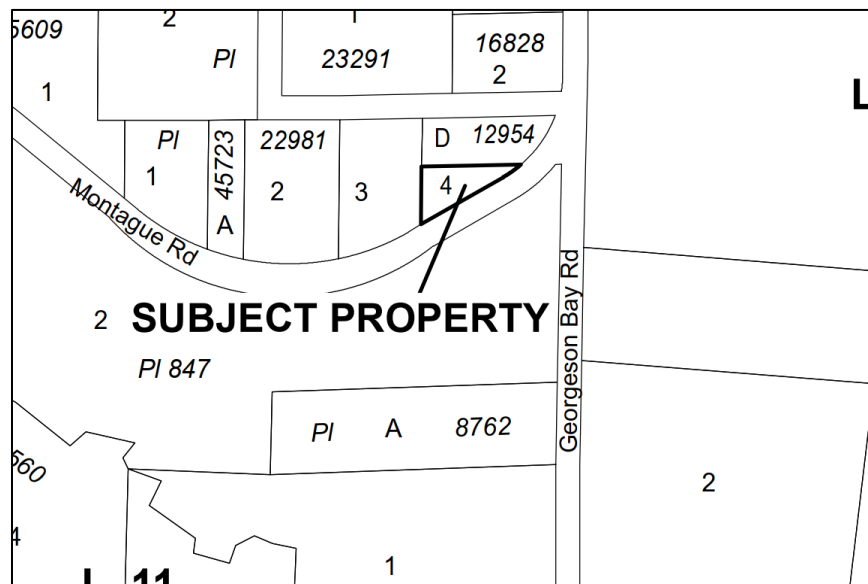


NOTICE
GL-DVP-2021.9
GALIANO ISLAND LOCAL TRUST COMMITTEE

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 is attached and would vary the Galiano Island Land Use Bylaw No. 127, 1999 (LUB) as follows:

- Variances to interior and exterior side lot setbacks for the addition of a front entry porch, stairs and mobility access to an already existing legal non-conforming building.
- Variance to Section 14.4 of the LUB to allow for up to two (2) parking spaces to be within 0.5 metres of an exterior side lot line.
- Variance to Section 14.4 of the LUB to allow for up to one (1) handicap accessible parking space to be within 0 metres of an exterior side lot line.

The property is located at **160 Montague Road** and is legally described as Lot 4 of Lot 11, Galiano Island, Cowichan District, Plan 22981 (**003-199-410**). 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 **October 22, 2021** and continuing up to and including **November 2, 2021**.

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, BC, commencing **October 22, 2021**.

Enquiries or comments should be directed to Brad Smith, Island Planner at (250) 405-5194, 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, **November 2, 2021**.

The Galiano Island Local Trust Committee may consider a resolution allowing for the issuance of the permit during the regular business meeting starting at **12:30 p.m., November 8, 2021**.

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

Jas Chonk, Deputy Secretary

DATE OF MEETING: November 8, 2021
TO: Galiano Island Local Trust Committee
FROM: Brad Smith, Island Planner
Southern Team
COPY: Robert Kojima, Regional Planning Manager
SUBJECT: Rezoning Application – Adoption of Bylaw No. 271
Applicant: Lisa Gauvreau
Location: 60 Madrona Road, Galiano Island

RECOMMENDATION

1. That the Galiano Island Local Trust Committee Bylaw No. 271, cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2019” be adopted.

REPORT SUMMARY

The purpose of this report is to provide the Galiano Island Local Trust Committee (LTC) with proposed Bylaw No. 271 for consideration of adoption.

The recommendations above are supported as:

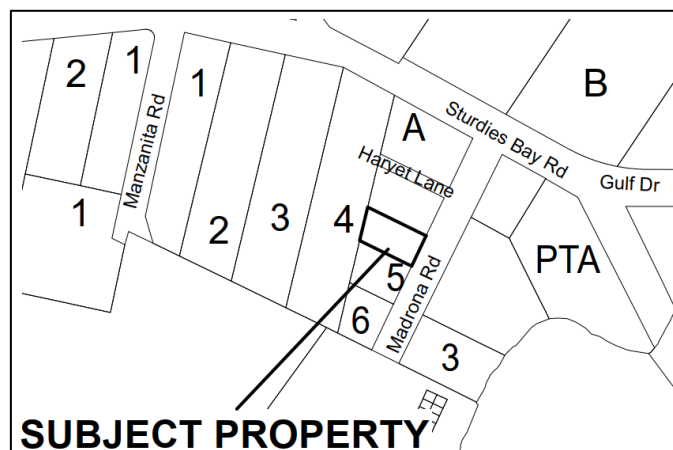
- Proposed Bylaw No. 271 has been reviewed and approved by the Islands Trust Executive Committee.

BACKGROUND

A rezoning application for the subject property was received by the Islands Trust on October 1, 2019 (Figure 1). If approved, the application would amend the Galiano Island Land Use Bylaw No. 127, 1999 (LUB) by rezoning the subject property from **Village Residential 1 (VR1)** to **Retail Commercial 1 (C1)**.

The 0.06 hectare (0.15 ac.) subject property is currently used as a single family residence by the applicant. The operation of a restaurant is not a permitted use in the VR1 zone, but is a permitted use in the C1 zone.

Figure 1 – Subject Property – 60 Madrona Rd.



BYLAW APPROVAL STEPS

Based on direction from LTC, staff prepared draft Bylaw No. 271 which was given first and second reading by LTC on February 3, 2020.

A Public Hearing for proposed Bylaw No. 271 was waived by LTC at the June 1, 2020 meeting in accordance with provisions of the *Local Government Act*.

Proposed Bylaw No. 271 was given third reading on September 7, 2021, following the completion of statutory notifications for waiving of a Public Hearing.

Islands Trust Executive Committee approved proposed Bylaw No. 271 on October 6, 2021.

ALTERNATIVES

1. Receive for information

The LTC may receive the report for information.

2. Proceed no further

The LTC may decide to proceed no further with the application.

NEXT STEPS

If the LTC chooses to proceed, the amending bylaw will be consolidated into the base bylaw.

Submitted By:	Brad Smith, Island Planner	October 21, 2021
Concurrence:	Robert Kojima, Regional Planning Manager	October 22, 2021

ATTACHMENTS

Attachment 1. Bylaw No. 271

PROPOSED

GALIANO ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 271

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

The Galiano Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Galiano Island 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, 2019”.

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

Schedule “B” – Zoning Map, is amended by changing the zoning classification of Lot 4, Section 5, Galiano Island, Cowichan District, Plan 13671 from Village Residential 1 (VR1) to Retail Commercial 1 (C1), as shown on Plan No. 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 3RD DAY OF FEBRUARY 2020.

READ A SECOND TIME THIS 3RD DAY OF FEBRUARY 2020.

READ A THIRD TIME THIS 7TH DAY OF SEPTEMBER 2021.

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS
6TH DAY OF OCTOBER 2021.

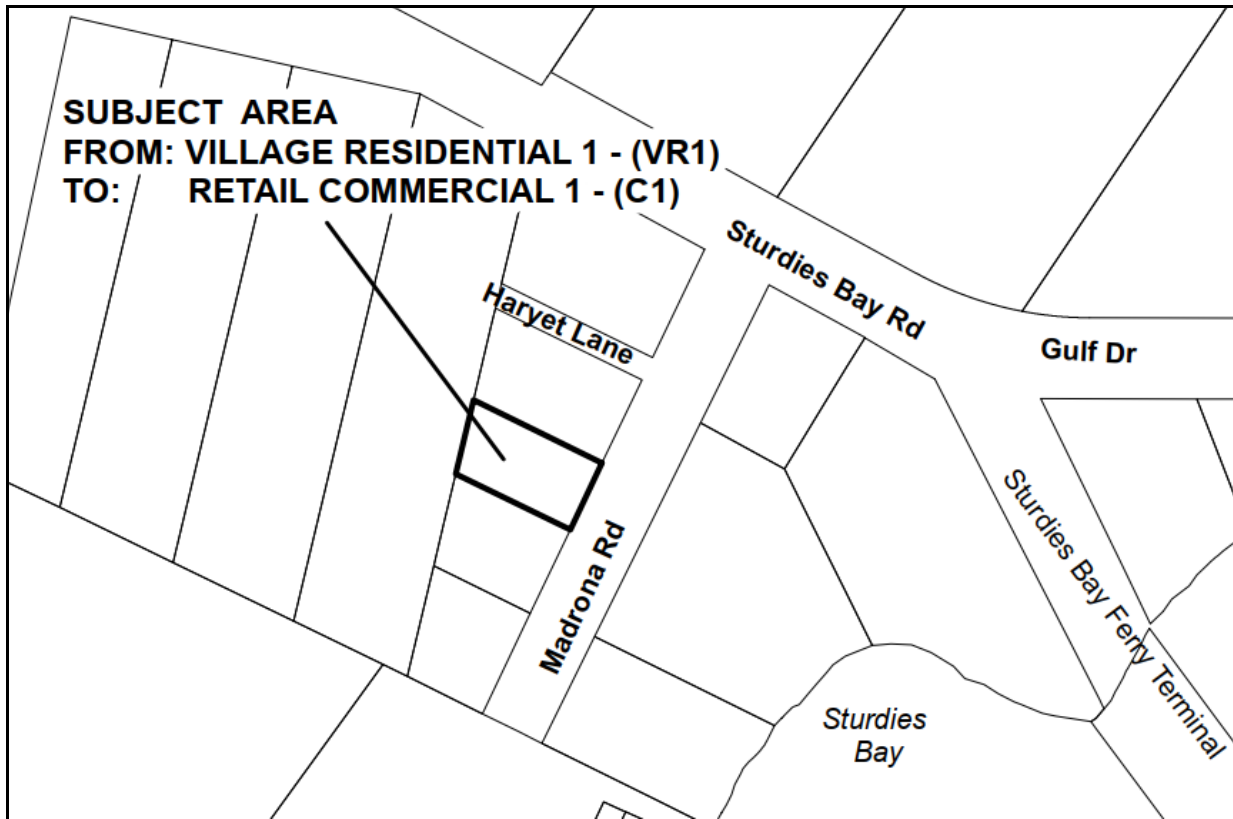
ADOPTED THIS _____ DAY OF _____ 20____

CHAIR

SECRETARY

GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 271

Plan No. 1



DATE OF MEETING: November 8, 2021

TO: Galiano Island Local Trust Committee

FROM: Brad Smith, Island Planner
Southern Team

COPY: Robert Kojima, Regional Planning Manager

SUBJECT: Draft Bylaw 280, CIM Summary and APC Report

Applicant: Galiano Affordable Living Initiative (GALI)

Location: 409 Porlier Pass Road, Galiano Island

RECOMMENDATION

1. That the Galiano Island Local Trust Committee receive draft Bylaw No. 280 for information and use in public engagement.
2. That the Galiano Island Local Trust Committee directs the applicant to undertake a tree impact assessment in respect of the proposed affordable housing development on the subject property by an International Society of Arboriculture certified arborist and submit a report to LTC with findings including recommendations for mitigation of impacts.

REPORT SUMMARY

The purpose of this staff report is to present draft Bylaw No. 280 for receipt by LTC, to summarize the October 23, 2021 Community Information Meeting (CIM), and to provide to LTC the final report by the Galiano Island Advisory Planning Committee (APC) on rezoning application GL-RZ-2021.1 (GALI).

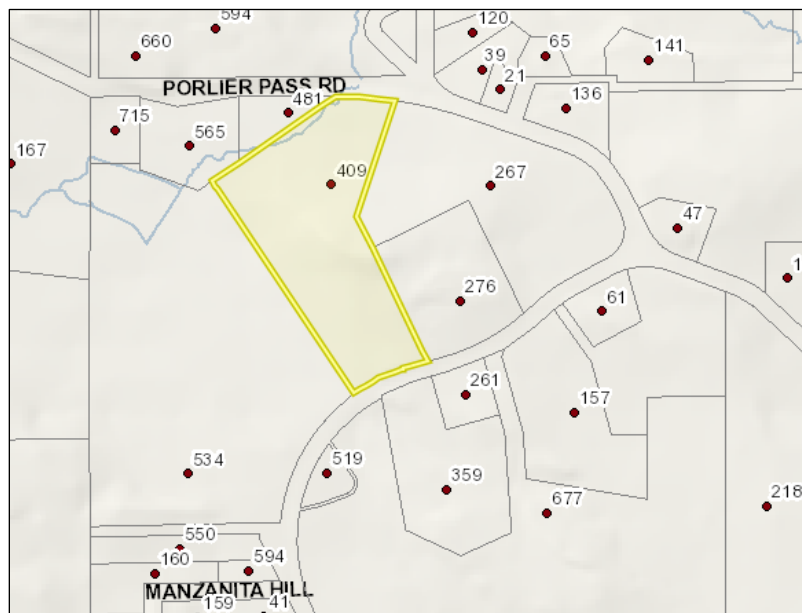
The above recommendations are supported as:

- LTC directed staff to draft an amending bylaw based on direction in the June 7, 2021 staff report but LTC has not yet formally received draft Bylaw No. 280 which is based on this direction;
- Staff were directed to refer the application to the APC for review and comment in June 2021; and,
- There are several substantive mature trees on the subject property in the vicinity of the proposed development and the recommendation by APC for an arborist's assessment of those trees is reasonable.

BACKGROUND

The Galiano Affordable Living Initiative (GALI) Society is intending to develop its property at 409 Porlier Pass Road (Figure 1), known as Galiano Green, for an affordable rental housing project. A rezoning application for the subject property was submitted to the Islands Trust in February 2021 by GALI. The intent of the rezoning proposal is to allow for the development of up to 20 units of affordable housing on the subject property, along with associated infrastructure to service the 20 units.

Figure 1 – Location of Subject Property



Project information, staff reports, and correspondence for the application can be found here:

<http://www.islandstrust.bc.ca/islands/local-trust-areas/galiano/current-applications/current-application-documents/>

ANALYSIS

Draft Bylaw No 280

If approved as written, draft Bylaw No. 280 would result in the following changes to the current Community Housing 1 (CH1) zoning in Section 8.6 of the Galiano Island Land Use Bylaw No. 127 (LUB):

- Amending 8.6.2 to increase permitted density from 1 dwelling to 20 dwellings per lot;
- Amending 8.6.3 to provide individual maximum floor areas for all proposed unit types;
- Deleting 8.6.4 to remove the allowance of an accessory building per dwelling;
- Amending 8.6.5 to permit only one communal accessory building with a maximum floor area of 70 m²;
- Deleting 8.6.7.1 in respect of bare lot strata setbacks;
- Amending 8.6.9 to remove subdivision potential
- Inserting a provision for maximum lot coverage; and,
- Inserting a provision requiring 100% residential rental tenure.

Draft Bylaw No. 280 is included as Attachment 1.

Community Information Meeting

A community information meeting (CIM) was conducted electronically via Zoom on October 23, 2021. At the CIM, staff presented a summary of the rezoning process and current status, and the applicant (and hired consultants) presented an overview of the project that included project history and purpose, scope and specifics of the proposed development.

Following the presentations a question and answer session was held. There were approximately 28 members of the public in attendance. BC Housing staff were also in attendance for a portion of the meeting. Draft meeting minutes are included as Attachment 2.

Advisory Planning Commission (APC) Referral

A final report was submitted to the LTC by the APC on September 16, 2021 (Attachment 3). Overall, the report is supportive of the proposed bylaw amendments and the APC passed the following resolution:

It was Moved and Seconded,
that the Galiano Advisory Planning Commission recommend that the Local Trust Committee accept Bylaw No. 280 (a bylaw to amend Galiano Island Land Use Bylaw No. 127, 1999) as written.

CARRIED

There are three specific points the APC expanded upon in the report:

1) Water

The APC offered the following comments on water supply:

- Water has been looked at with very careful, thorough consideration by the applicants who have done incredible due diligence in getting expert opinion;
- The report by professional hydrogeologist Al Kohut shows that the water quality is good and in an area that has low to medium density;
- An integrated catchment system could be used in an unforeseen scenario, such as a well going dry, and would ultimately be beneficial to the community; and
- Even though water catchment is not supposed to be used for potable water, having the system in place would serve to address long-term concerns that may arise.

The APC made the following recommendation to the LTC with respect to water catchment:

It was Moved and Seconded,
that the Galiano Advisory Planning Commission recommend that an integrated water catchment system be considered by the applicant to mitigate any future water issues.

CARRIED

Given the current regulatory and system design barriers for a commercial integrated groundwater/surface potable water system, staff are not recommending that an integrated water catchment system be required as part of the applicant's water management plan.

The draft water management plan does consider implementation of greywater recycling for the central laundry room and the implementation of rainwater harvesting for meeting future irrigation demands (Attachment 3). The unit block designs will not include external hose bib or irrigation connections from the potable water system.

LTC could direct the applicant to be more explicit in the draft WMP with respect to the type and volume of proposed rainwater catchment for irrigation. Staff intend to bring recommendations for proposed s. 219 covenant conditions to LTC in a future staff report, including consideration of the draft WMP.

2) Forest

The APC commented that the forested area within the building zone is comprised of some larger second growth trees. As there are trees proposed to be removed for the development, the APC has made the following recommendation to for an arborists report to ensure that the overall integrity of the forest is not compromised by the removal of some trees.

It was Moved and Seconded,
that the Galiano Advisory Planning Commission recommend that an arborist's report be part of the submission for the application. **CARRIED**

Given there are several mature trees potentially impacted by the proposed development, staff are supportive of this recommendation.

3) Indigenous engagement

Concern was expressed that there may not have been sufficient engagement with First Nations at the beginning of the application process.

Comments were made that the applicants have engaged with First Nations and providing affordable housing to the local First Nations population is a priority; and support was given for recognizing that the APC would like to continue to build upon better engagement with First Nations in the long-term.

No specific recommendations were provided by APC with respect to indigenous engagement.

Rationale for Recommendation

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

- LTC directed staff to draft an amending bylaw based on direction in the June 7, 2021 staff report but LTC has not yet received draft Bylaw No. 280 which is based on this direction in a public meeting;
- Staff were directed to refer the application to the APC for review and comment in June 2021; and,
- There are several significant mature trees on the subject property in the vicinity of the development footprint and the recommendation by APC for an arborist's assessment of those trees is reasonable.

ALTERNATIVES

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

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.

Resolution:

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

2. Hold the application in abeyance

The LTC may choose to hold the application in abeyance pending completion of a significant study or OCP process, etc.

Resolution:

That the Galiano Island Local Trust Committee hold application GL-RZ-2021.1.(GALI) in abeyance.

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-2021.1 (GALI).

NEXT STEPS

With direction from LTC, staff will direct the applicant to seek an arborist's assessment of the development site.

Submitted By:	Brad Smith, Island Planner	October 27, 2021
Concurrence:	Robert Kojima, Regional Planning Manager	October 29, 2021

ATTACHMENTS

1. Draft Bylaw No. 280
2. October 23, 2021 CIM Draft Minutes
3. September 16, 2021 APC Report
4. Draft Water Management Plan

DRAFT

GALIANO ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 280

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, 2021”.

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 8.6 – Community Housing 1 Zone (CH1), Subsection 8.6.2 is amended by deleting “one dwelling is” and replacing it with “twenty dwellings are” such that it reads “Twenty dwellings are permitted on each lot.”

2.2. Section 8.6 – Community Housing 1 Zone (CH1), Subsection 8.6.3 is amended by deleting the Subsection in its entirety and replacing with a new Subsection 8.6.3 and four new Articles such that it reads

“8.6.3 Maximum floor area of a dwelling must not exceed

8.6.3.1	34 square metres for a studio unit
8.6.3.2	67 square metres for a 1 bedroom unit
8.6.3.3	96 square metres for a 2 bedroom unit
8.6.3.4	115 square metres for a 3 bedroom unit”

2.3. Section 8.6 – Community Housing 1 Zone (CH1) subsection 8.6.4 is amended by deleting “One accessory building not exceeding a floor area of 10 square metres is permitted in respect of each permitted dwelling” and replacing it with “Lot coverage must not exceed 8.65 % for any lot.”

2.4. Section 8.6 – Community Housing 1 Zone (CH1), Subsection 8.6.5 is amended by deleting “Two communal accessory buildings not exceeding a total combined floor area of 278 square metres.” and replacing it with “One communal accessory building not exceeding a floor area of 70 square meters.”

2.5. Section 8.6 – Community Housing 1 Zone (CH1), Subsection 8.6.7 (Minimum Setbacks) is amended by:

- (i) deleting Article 8.6.7.1 in its entirety
- (ii) renumbering subsequent Subsection 8.6.7 Articles accordingly
- (iii) Deleting “other” from Article 8.6.7.2 such that it reads “at least 7.5 metres from any lot line.”

2.6. Section 8.6 – Community Housing 1 Zone (CH1), Subsection 8.6.9 (Average Lot Size) is amended by deleting “0.19 hectares” and replacing it with “4 hectares” such that it reads “No subdivision may be approved unless the lots created by subdivision have an average area of at least 4 hectares.”

2.7. Section 8.6 – Community Housing 1 Zone (CH1), amended by inserting a new Subsection 8.6.10 as follows:

“Form of Tenure

8.6.10 100% of the dwelling units in the Community Housing 1 zone shall be limited to residential rental tenure.”

2.8. Section 17.1 is amended by adding the following definition:

“residential rental tenure” means the granting of a right to occupy a dwelling unit as living accommodation where the minimum occupancy period is thirty consecutive days, and where the dwelling unit is not owned by a dwelling unit occupant, but where regular payments are made to the owner for the use of the dwelling unit.

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____
ADOPTED THIS	_____	DAY OF	_____	20____

Chair

Secretary



Galiano Island Local Trust Committee

Minutes of Special Meeting

Date: October 23, 2021
Location: Zoom Webinar (Zoom Webinar)

Members Present: Dan Rogers, Chair
Jane Wolverton, Local Trustee

Staff Present: Brad Smith, Island Planner
Carly Bilney, Recorder
Robert Barlow, Staff (Host)

Public: There were approximately 28 members of the public.

1. CALL TO ORDER

Chair Rogers called the meeting to order at 1:00 p.m. He acknowledged that the meeting was being held across the traditional territories of the Coast Salish First Nations. He noted that Trustee Rockafella recused herself from the meeting due to a conflict of interest with the proposed rezoning application.

2. COMMUNITY INFORMATION MEETING

Re: Rezoning application GL-RZ-2021.1 (Galiano Affordable Living Initiative Society or GALI) and associated draft Bylaw No. 280

2.1. Rezoning Process Overview and Draft Bylaw 280 – Staff

Planner Smith reviewed the rezoning application and provided an outline of Draft Bylaw 280. The following comments were made:

- The land included in the proposal is already designated for community housing in the Official Community Plan (OCP);
- The proposed rental structure is consistent with the BC Housing funding model and has been reviewed by staff and legal counsel who deemed it consistent with OCP;
- The amending bylaw is in draft form; and
- Next steps for the applicant will include submitting to the LTC a hydrogeologist report with results of the 2021 well data logger monitoring

and a septic report, as well as developing a Section 219 covenant and housing agreement in coordination with staff.

2.2. Proposal Overview – GALI

A delegation representing the applicants presented at the meeting including:

- Lauren Magner, Carol Guin, Michael Hoebel (GALI Board members);
- Aida Kudic (New Commons Development);
- Keith Erickson (Erickson Environmental);
- Al Kohut (Hy-Geo Consulting); and
- Corey Brown (Gwaii Engineering)

The presenters made the following comments:

- The Board of neighbouring Page Drive supports the GALI proposal;
- GALI proposes not to subdivide the property;
- The project includes a proposal to rezone and an assessment of feasibility including a water management plan, hydrogeological report, environmental assessment report and ecological report;
- The ecological assessment suggests the stream and riparian areas are adequately protected through the proposed plan;
- Old growth trees are not threatened by the proposed development;
- Forest fragmentation and the footprint of the proposed development is significantly less than what current zoning allows;
- The proposed development does not infringe on the southern corner of the property where the red-listed Oregon Grape and Douglas-fir system exists;
- The aim is to make this project as efficient and beneficial to the environment as possible and to cater to diverse types of families and individuals;
- The proposed lot coverage, including four buildings and parking, is less than one acre (8.65%);
- The estimated yield of the well is sufficient to sustain the proposed use on an annual basis;
- Based on the results of water testing, the well would not be used at its full capacity;
- Reports done on the well are being reviewed by the Ministry of Lands and Forests in connection with the water license;
- Water usage demands based on the projected population is 2.5 times less than the anticipated water yield;
- Rainwater harvesting will be used for irrigation;
- Major capital funding opportunities for the project are currently being explored;
- Galiano Green Housing will be owned and managed locally by GALI;
- The rental rate framework will include a mix of deep subsidy, rent geared to income, and indexed affordable market rental rates; and

- Tenant selection will be in accordance with a Housing Agreement with the Islands Trust and an Operating Agreement with funders and priority will be given to current Galiano residents and First Nations community members.

2.3. Question & Answer Session

Members of the community were invited to comment and the following questions and comments were raised:

(Note: “Q” is questions/comments from the members of the public. “A” means answer from the applicants, professionals or Islands Trust staff.)

Q: Does BC Housing often work in conjunction with the Canada Mortgage Housing Corporation (CMHC) and are requirements, such as rent subsidies, aligned?

A: BC Housing does work with the CMHC on some affordable housing projects and each organization has different requirements; the flexibility of requirements depends on who the major funder is;

Q: How will water demand affect neighbouring properties and aquifers?

A: The demand placed on the well by 50 residents should not have a significant impact on neighbouring wells.

Q: How does BC Housing assess developments that could impact the availability of water and neighbouring wells?

A: When BC Housing assesses applications received through the community housing program, it relies on approvals from authorities who have jurisdiction over such matters and on information and advice from experts.

Q: Since reports come in from professionals that are hired by applicants, can neighbours send comments on applications to BC Housing?

A: Yes, any communication that comes in either directly to BC Housing or through the Local Trust Committee (LTC) is assessed; applications are evaluated based on information that is received as well as what is missing.

Q: How much money does GALI anticipate would need to be raised in the community?

A: Though securing external funding is a competitive process, GALI is confident in its plan and proposal and intends to meet the requirements for the applications for various funding agencies; rezoning and funding depends on strong community support.

Q: How will water usage be monitored?

A: The intention is to have an overall meter on the well and have individual domestic meters on each unit block.

Q: Why does the South Galiano Volunteer Fire Department ask for water supply that is four times higher than the National Fire Protection Association (NFPA) standard?

A: This is based on an insurance requirement for Galiano Island which is much more strict than that of the NFPA.

Q: Could the large tank be constructed in such a way that it is filled with rainwater?

A: Typically not because any kind of surface water for domestic commercial use has a different criteria in the design guidelines for treatment and large scale commercial rainwater or mixed systems are not yet viable.

Q: Would the large tank hold emergency water plus fire fighting water together?

A: Yes, it would be combined and hold treated water from the well.

Q: Is there any anticipated impact that the proposed septic system would have on riparian areas?

A: No, the effluent coming out of the septic line would not pose any kind of ecological concern because it would be treated before being pumped to the septic field. The ecological assessment recommended the potential septic line not occur in the Douglas-fir Alaskan oniongrass red-listed area because excavation would be required. An updated septic report that considers an alternative site in accordance with the ecological assessment has yet to be submitted to the LTC. This report is forthcoming.

Q: Is the proposed septic system a Type 1 system?

A: The type of septic system that will be used in the development has not yet been decided. Each individual building will have a septic collection next to it from which waste will be led by gravity down the hill to a collection tank and treated before being pumped up to a dispersal field. Final septic system plans will be subject to approval by Island Health.

Q: What kind of treatment will be used in the septic system?

A: The treatment will be recommended by the septic consultant. There are filtration and UV treatments – which one will be used in this development has not yet been decided; there are guidelines, policies and regulations related to septic systems to not allow for the dispersal of contaminants. Final septic system plans will be subject to approval by Island Health.

Q: How many bedrooms are in the proposed development?

A: There are two studio units, ten 1-bedroom units, four 2-bedroom units, and four 3-bedroom units making a total of 32 bedrooms. Bedroom types and sizes are available online in the June 1, 2021 staff report.

Q: Has consideration been given for a porous driveway rather than impermeable asphalt?

A: GALI is researching permeable asphalt and the intention would be to have rain barrels or cisterns collecting water; ideally road runoff would lead to swales.

Q: Are the proponents considering changing the current address of the subject property (409 Porlier Pass Road) and removing the culvert and remediating the area on Porlier Pass?

A: The applicants have received approval for access off of Sturdies Bay Road and the address will officially change once the project moves forward. The culvert on the Porlier Pass Road side of the property would likely have to remain to handle runoff from the road, however, GALI supports replanting the driveway area with native vegetation.

Q: When will the Advisory Planning Commission (APC) recommendations be available?

A: The APC report and recommendations will be included in a staff report at the November 8, 2021 LTC meeting.

Q: Support was expressed for the proposal because of its proximity to amenities.

Q: What would happen if the housing development's well did impact the well at Page Drive or elsewhere?

A: There would be continuing monitoring of the project well for water levels. There is also an unused well at Page Drive that could be used as a monitoring well. Monitoring and prudent management of the operation including regular reviewing and reporting of information will be key.

Q: Has the impact of the well at the golf course been considered?

A: The well on the proposed development will be subject to a water license granted by authorities who are aware of other wells in the region and who will take them into consideration.

Q: What is the time-frame for getting this proposal to Public Hearing, and beyond?

A: The bylaws are in draft form and agency and APC referrals have been completed, as have most professional reports. Water monitoring will go to the end of the calendar year and the LTC wants to receive updated water and septic reports before considering going to Public Hearing. A housing agreement and covenant is also still in the works. The earliest the LTC will be in a position to consider going to Public Hearing will be late winter/early spring.

Construction on the project will begin as soon as rezoning and major capital funding has been achieved.

Q: Does the water report take into account the impact of climate change?

A: The modelling that has been done on climate change shows that the Gulf Islands can expect more extreme weather events including drier summers

and more intense rainfall in the winters. The best measure of the effects of climate change are in the observation network maintained by the Province and that data does not show an overall decline in water levels regionally in the Gulf Islands in recent years.

Q: Has additional buildout in the surrounding area been factored into the water report, and, if not, should it be because it would be an additional draw on the aquifer?

A: The water report does not specifically address buildout. The demand that is going to be posed by the housing development is not major in terms of magnitude of the overall availability of water in that particular region. The Ministry of Forests, Lands and Natural Resource Operations does some buildout analysis and works future demand into its calculations.

Q: Are there water problems for neighbours in the area currently?

A: No issues have been reported since the well began being tested upon in 2013.

3. ADJOURNMENT

By general consent the meeting was adjourned at 3:13 p.m.

Dan Rogers, Chair

Certified Correct:

Carly Bilney, Recorder



Galiano Island Advisory Planning Commission

To: The Galiano Island Local Trust Committee (LTC)
Regarding: Application GL-2021-039

September 16, 2021

The Galiano Advisory Planning Commission (APC) started with a comprehensive site tour of application number **GL-2021-039 (GALI)** on July 27, 2021. We followed up with a meeting later that day and another meeting on September 15, 2021. Two of our members recused themselves and 1 was unable to attend meetings.

Overall we were very impressed with the application and work the Planning Department has put into this application. There are three points we would like to expand upon:

1. Water

In some of the advocacy letters sent to the LTC, the one overarching concern was with regards to water. It is our recommendation that a full water catchment system be considered and available in case there are issues down the road. We were very pleased to read the water reports presented and are not saying that we believe there is a problem in the quality of the work done thus far, this is just our way of saying, be prepared in the future in case there is a water shortage.

The inclusion of a water catchment system is important, particularly considering climate change, and would not be prohibitive to the applicants.

- Water has been looked at with very careful, thorough consideration by the applicants who have done incredible due diligence in getting expert opinion;
- The report by professional hydrogeologist Al Kohut shows that the water quality is good and in an area that has low to medium density;
- An integrated catchment system could be used in an unforeseen scenario, such as a well going dry, and would ultimately be beneficial to the community; and
- Even though water catchment is not supposed to be used for potable water, having the system in place would serve to address long-term concerns that may arise.

One member of the APC does not see the necessity of an integrated water catchment system.

Recognizing all the hard work that has been done, members of the APC discussed whether an integrated catchment system for long-term use would be beneficial even if only kept on standby to protect from worst case scenarios.

It was Moved and Seconded,

that the Galiano Advisory Planning Commission recommend that an integrated water catchment system be considered by the applicant to mitigate any future water issues.

CARRIED

2. Forest

The forested area within the building zone is comprised of some larger second growth trees. We understand that some will have to be removed for construction and we would like to ensure that the overall integrity of the forest is not compromised by the removal of some trees. Again we were very happy with all the reports presented and this is only a suggestion to the LTC.

- It may be a good idea to request that an arborist's report be included with the application given the significant trees in the location and their proximity to proposed building sites;
- Concern was expressed about adding another layer of expense to the application, particularly given that trees were already discussed in the biologist's report;
- The APC might recommend that an arborist's report could be beneficial; and
- Ensuring safety and ecological integrity is a priority.

One APC member does not think such a report is necessary and feels the ecological assessment report is sufficient.

It was Moved and Seconded,

that the Galiano Advisory Planning Commission recommend that an arborist's report be part of the submission for the application. **CARRIED**

3. Indigenous interaction

We assume that this application will be, or has been presented so that all groups can offer their opinions and thoughts.

- Concern was expressed that there may not have been sufficient engagement with First Nations at the beginning of the application process;
- Comments were made that the applicants have engaged with First Nations and providing affordable housing to the local First Nations population is a priority; and
- Support was given for recognizing that the APC would like to continue to build upon better engagement with First Nations in the long-term.

Our opinion is that modifications to Bylaw No. 127 are acceptable as presented in Bylaw No. 280 – a bylaw to amend Galiano Island Land Use Bylaw No. 127, 1999.

It was Moved and Seconded,

that the Galiano Advisory Planning Commission recommend that the Local Trust Committee accept Bylaw No. 280 (a bylaw to amend Galiano Island Land Use Bylaw No. 127, 1999) as written.

CARRIED

On behalf of the APC board, I would like to thank everyone for their attention to detail and diligence with regards to this application.

Sincerely, Patrick Ramsay

REPORT

GALIANO GREEN WATER MANAGEMENT PLAN

Prepared For:

Mobius Architecture
4720 Sunshine Coast Highway
Sechelt BC V0N 3A2
Attn: Peter Treuheit

Prepared By:

Gwaii Engineering Ltd.
623 Discovery Street
Victoria, BC V8T 5G4

Date:

February 19th, 2021
Rev. No. 1 May 17th, 2021
Rev. No. 2 August 19th, 2021

Re:

Water Management Plan



GWAI
ENGINEERING



EXECUTIVE SUMMARY

Gwaii Engineering Ltd. ("Gwaii") has been retained by Mobius Architecture to prepare a Water Management Plan (WMP) which details the strategies recommended for a proposed 20-unit, multi-family development located at 409 Porlier Pass Road on Galiano Island, BC. The report has been prepared to support an application for Rezoning made to Islands Trust in February 2021. The following table provides a summary of the key elements addressed within the report:

Table - Development Summary

Section		Summary
2.	Background & Supporting Documentation	20-unit, Multi-Family development at 409 Porlier Pass Road, Galiano Island, BC. - Pump test completed by Hy-Geo Consulting. - Constant rate of 12.30 L/min. (3.25 USGPM). - Well is "more than" capable of supplying the estimated demands for the project with a safety factor of >50%. - Met Guidelines for Canadian Drinking Water (Health Canada, 2019) with the exception of Total Coliforms and dissolved manganese.
3.	Water Demands	Water Demands determined as per Design Guidelines for Rural Residential Community Water Systems (2012) published by Mistry of Forests, Lands & Natural Resource Operations.
4.	Water System Design	Design criteria as per Design Guidelines for Rural Residential Community Water Systems (2012) and Galiano Island Land Use Bylaw No. 27, Official Community Plan Bylaw No. 108.
4.1.	Domestic Demand Requirement	- Section 3.0, Design Guidelines for Rural Residential Community Water Systems (2012). - Development Summary: 20 Proposed Dwelling Units 2.5 Capita Per Dwelling - Design Population: 50
4.1.1	Maximum Day Demand (MDD)	- Section 3.1, Design Guidelines for Rural Residential Community Water Systems (2012). - MDD: "Single highest total 24-hour daily water consumption occurring over a one-year period". - Development Summary: - Indoor Demand: 11,500 L/day (7.99 L/min.) - Irrigation Rate and Water Loss Allowance not applicable. MDD: 11,500 L/day (7.99 L/min.)



4.2	Fire Demand Requirement	- Minimum requirement as per NFPA 1142 – Standard on Water Supplies for Suburban and Rural Fire Fighting. - Fire Water Demand: 21,052 L (5,291 iGal) - Galiano Fire Department governing flow requirement: 24,000 USGal (90,850L).
4.3	Reservoir Design	- Section 7, Design Guidelines for Rural Residential Community Water Systems (2012). - Balancing Storage: 25% of MDD: 2,875 L - Fire Storage: 90,850 L - Emergency Storage: 0.25 x (Balancing + Fire Storage) 23,431 L (Design Guidelines) - Superseded by 35,000 L (BC WSA) Total Reservoir Storage: 128,725 L
4.4	Fire Suppression	- System design and configuration to be confirmed. - Dry fire sprinkler system preferred; provide suppression for 30 minutes with four heads flowing at approx. 60 USGPM or 2,000 USGal Total.
4.5	Water Quality (Treatment)	- Island Health permit requirement pursuant to the British Columbia Drinking Water Protection Act and Section 6 & 7 of the Drinking Water Protection Regulation (DWPR). - Includes a “multi-barrier” approach to water treatment. - Treatment systems include UV Treatment, Filtration and Chlorination with possible additional Aeration.
4.6	Well Head Protection	Well head protection as per the Drinking Water Protection Regulation and Groundwater Protection Regulation.
4.7	Monitoring and Reporting	- Future development shall implement routine monitoring and reporting. - System shall include totalizing water flow meter on well discharge to monitor well usage with a water level sounding tube installed for taking periodic water level measurements in the well. - Unit blocks shall be provided domestic water meters. - The treated water will require routine sampling and analysis (likely monthly) to ensure compliance with Island Health regulations.
5.	Water Conservation Initiatives	- Future development shall develop a conservation framework. - The Water Conservation Guide for British Columbia (December 2013) can be used to develop an effective methodology.



6.	Stormwater Design	- Design criteria as per Master Municipal Construction Documents (MMCD) Design Guidelines (2014). - Analysis based on NRCS TR-55 criteria. - Climate change adjustment as per EGBC Professional Practice Guidelines. - Storm recurrence intervals of 2-, 5-, and 10-years. - Post-development to match pre-development flow patterns for the stated storm events.
7.	Stormwater Collection	- Irrigation demand can be provided with implementation of rainwater harvesting from a cistern adjacent to each building. - Mayne Island Integrated Water Systems Society (MIWSS) recommends the use of Premier Plastics™ polyethylene underground storage cisterns.
8.	Sediment and Erosion Control	- During construction, the contractor is to implement sediment and erosion control procedures. - Gwaii to work with contractor and developer to closely monitor Site and identify where Best Management Practices (BMPs) are best suited.
9.	Wastewater Design	Detailed in Report: <i>Onsite Wastewater System Site Assessment, New Commons Development</i> (February 2021) completed by BWD Engineering Inc.
10.	Section 219 Covenant	- Section 219 Covenant pursuant to the BC Land Title Act required for development. - Gwaii shall work with the Developer and the Galiano LTC to develop specific Covenant requirements regarding the completion of a Water Conservation Plan, Water Management Plan, and a detailed well design.



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1. INTRODUCTION

Gwaii Engineering Ltd. ("Gwaii") has been retained by Mobius Architecture to prepare the following Water Management Plan (WMP) which details the strategies recommended for the proposed 20-unit, multi-family development located at 409 Porlier Pass Road on Galiano Island, BC. This report has been prepared to support an application for Rezoning made to Islands Trust in February 2021.

2. BACKGROUND & SUPPORTING DOCUMENTATION

The proposed development Site is an irregular shaped, undeveloped parcel (totaling approximately 4.04ha) situated between Porlier Pass Road to the north and Georgeson Bay Road along the southern boundary on Galiano Island, BC. The existing legal information for the parcel is described in Table 1 below:

Table 1 - Legal Information

Civic Address	409 Porlier Pass Road, Galiano Island, BC
Legal Description	Lot 1, Plan VIP 29196, District Lot 3, Land District 16, Portion Galiano Island PID: 001-416-987
Zoning	CH1 - Community Housing

This report is intended to support a rezoning application to eventually permit the construction of 20 multi-family units in four proposed blocks accessed through a new development road connecting from Georgeson Bay Road to the south. The Site is located within the *Murchison-Whaler Bay* watershed which forms a Major Groundwater Region as per Schedule C, Land Use Bylaw Water Management Areas and Schedule D, Water Resources Bylaw pursuant to the Galiano Island Official Community Plan Bylaw No. 108. An existing well (WID 23204) located within the central region of the Site (see the attached Site Figure) shall provide potable water to the proposed development for domestic and firefighting purposes. A pump test and accompanying report prepared by Hy-Geo Consulting dated February 9th, 2020 was completed subsequent to a Water License Application made for WID 23204 at the subject property. The pump test was completed over a 72.5-hour period between October 16th to October 19th, 2020 which



followed previous testing completed in November 2018 by the same firm. The report examined water quantity and quality for WID 23204 and presented the following conclusions:

1. "The well was pump tested for 72.5 hours between October 16th and October 19th, 2020 by Red Williams Well Drilling Ltd., at a constant rate of 12.30 L/min (3.25 USgpm) and water level monitoring was carried out on the nearest neighbouring bedrock well WID 12920 at the Galiano Housing Society complex."
2. "Drawdown in the pumped well at the end of the test was 16.117 m below the non-pumping water level of 32.480 m below ground, utilizing 50% of the available drawdown in the well. The well is more than capable of supplying the estimated demand of the project at 7.99 L/min (2.11 USgpm) with a safety factor >50%."
3. "Although capable of being pumped at rates far in excess of 12.30 L/min (3.25 USgpm) the safe well yield is determined to be 12.30 L/min (3.25 USgpm) at this time."
4. "Interference of approximately 5.41 m was recorded in the nearby observation well WID 12920 during the test. At the demand pumping rate of 7.99 L/min (2.11 USgpm) the potential interference effects on the neighbouring well, WID 12920, at the Galiano Housing Society complex would be close to 3.51 m, thereby reducing the available drawdown of 39.62 m in that well by approximately 8.9%."
5. "Based on the laboratory results of the October 19, 2020 sampling, the water quality of the project well met the Guidelines for Canadian Drinking Water (Health Canada, 2019) for all parameters analyzed except for total coliforms at 2 CFU /100mL, and dissolved manganese at 27.7 µg/L. Manganese is ubiquitous in the groundwater of the Gulf Islands and can be treated with appropriate water treatment methods."

Furthermore, the report provided several recommendations that have been considered in this report and have been summarized as follows:

1. "As a precautionary measure against any future potential sources of coliform bacteria, water from the well should be treated with an appropriately designed and maintained ultraviolet irradiation (UV) treatment system."
2. "Elevated levels of manganese may be treated with an appropriately designed and maintained point-of-entry (POE) water treatment system including aeration."
3. "Further examination of the potential water treatment options for the well water should be considered. Hy-Geo Consulting does not design or install water treatment systems."



4. "Consideration should be given to equipping the discharge line from the well with a totalizing water flow meter to monitor and record the well use with time and having a water level sounding tube installed for taking periodic water level measurements in the well."

The report completed by Hy-Geo Consulting has been included as Appendix to the Rezoning application. The existing site topography is highly variable and consists mostly of steep, mountainous terrain which slopes from a central peak (approximate geodetic elevation of 55.0m) down towards the lower-lying western property boundary and a low-lying wetland adjacent to an unnamed tributary of Putter Creek which bisects the northern boundary of the Site. The unnamed watercourse meets the definition of a stream under the Riparian Areas Protection Regulations (RAPR) legislation and has been assigned a Riparian Assessment Area (RAA) setback. The areas adjacent to the unnamed creek and atop the high-lying ridge have been deemed environmentally sensitive and are located within Development Permit Areas as per Schedule F, Development Permit Area 1 – Riparian and Schedule H, Development Permit Area 5, Sensitive Ecosystems pursuant to the Galiano Island Official Community Plan Bylaw No. 108. A Staff Report completed in October 2018 by Island Trust in support of a previous Development Permit application on the property issued the following statements regarding the DP areas:

- **"DPA 2 [SIC] – Riparian Areas** is designated on the property as shown in Attachment 2.3. The riparian area is located around Putter Creek along the northern border of the property. The applicant has provided a RAR Assessment report in support of the application."
- **"DPA 5 – "Sensitive Ecosystems (riparian and wetland)"** is designated on the property as shown in Attachment 2.4. The riparian sensitive ecosystem is located in the same location as the riparian area (DPA 1). DPA 5 notes a small wetland sensitive ecosystem in the middle of the property. After a site visit completed by staff and the applicant in early September, staff determined the absence of the wetland. Therefore the primary focus of DPA 5 will be for the riparian area. The RAR Assessment has been used to address this DPA."

The existing ground cover is densely forested with thick underbrush and natural vegetation that covers most of the property. The natural topography delineates the Site into two subcatchments: 1) a northern catchment that discharges to the unnamed creek which will remain undeveloped, and 2) a southern catchment that discharges towards the west into a low-lying wetland adjacent to the unnamed creek located on the neighbouring property. The development will be located entirely within the southern Site catchment and the natural drainage pattern will be generally maintained following completion of construction. A **Geotechnical Investigation Report** was completed for the site by GeoPacific Consultants



Ltd. (GP) dated January 19th, 2021. The field investigation included the completion of eight test pits excavated to a maximum depth of 1.5m below existing grade or until practical refusal. The test pits were located within the approximate corridor of the future development road and building site locations. A brief synopsis detailing the results of the subsurface investigation completed by GP has been included below:

- Topsoil/Silty Sand Loam – “Organic topsoil, followed by silty sand loam was noted at the surface of all test hole locations. The silty sand is generally loose, fine-grained, moist and reddish-orange in colour. An approximately 1.50m layer of loose to compact silty sand fill was noted at test hole locations TP21-03 and TP21-08m respectively”.
- Weathered Sandstone Bedrock – “...encountered at all test hole locations beneath the topsoil/silty sand loam. Depths to bedrock varied across the site, generally ranging between 0.6 and 1.5m below grade.”
- Groundwater - static groundwater was not encountered during the investigation and is estimated to be well below development grades; perched water tables should be expected to form within the topsoil/silty sand which overlies the weathered sandstone.

The Geotechnical Investigation completed by GeoPacific including a Site figure illustrating the approximate test-pit locations has been included as Appendix to the Rezoning application. Review of the Northern Vancouver Island Project geological mapping published by GeoScience BC (Map 2013-NVI-1-1) indicates the Galiano Island region is underlain by the *Upper Cretaceous*, Nanaimo Group which includes “boulder, cobble and pebble conglomerate, coarse to fine sandstone, siltstone, shale and coal”. A *Galiano Groundwater Study* published by Waterline Resources Inc. in March, 2011 assessed the underlying Geology on Galiano Island. The report identified various publications and determined “quaternary deposits on Galiano Island comprise either thin, compact glacial till or fluvial sands and gravels deposited by meltwater (Mordaunt and Hodge, 1983). Based on provincial soils mapping, more than 60% of the soils on Galiano Island are classified as well drained (Green, et al., 1989) suggesting coarse-grained sediments (eg: sand and gravel). The deposits are typically thin and with poor groundwater potential except in limited, topographic tough areas (Kohut and Johansson, 1997)”.

Based on the GeoPacific’s field investigation findings and review of the region geological mapping and previous publications, the underlying site soils are likely suitable for full or partial disposal of site generated stormwater runoff. At subsequent Development Permit/Building Permit stage, Gwaii will



complete Constant Head Well Permeameter (CHWP) in-situ measurements of existing on-site soils, as necessary, to determine "field-saturated" hydraulic conductivity (Kfs) prior to finalizing site design of stormwater management systems. All permeameter testing analysis shall be completed as per the ETC Pask (Constant Head Well) Permeameter for In-Situ Measurement of Field Saturated Hydraulic Conductivity of Soils published by Engineering Technologies Canada Ltd. (March 2016). Test pitting and permeameter analysis will be completed in strategic locations based on the final development plans.

3. WATER DEMANDS

The Galiano *Groundwater Study* published by Waterline Resources Inc. assessed the unique challenges posed by development on Galiano Island as it relates to the development of freshwater resources and future land-use planning initiatives. Concurrent to the Groundwater Study, the Galiano Local Trust Committee (LTC) reviewed the Galiano Island Official Community Plan with the intent of "balancing the water supply requirements for area growth against environmental needs and future sustainability" (Waterline Resources Inc., 2011). The study examined water demand estimates for Galiano Island based on various publications and bylaws specifications including requirements stated in the Galiano Island Land Use Bylaw No. 27 and the Galiano Island Official Community Plan Bylaw No. 108. While it was concluded that water volume requirements included in the Galiano Island Land Use Bylaw No. 27 were reasonable, a quantitative approach was recommended to evaluate the water use demands on a development specific basis.

A subsequent report completed by Hy-Geo Consulting in December 2019 reviewed the summation of these previous studies and provided a reasonable estimate of anticipated water demands for rental housing projects in the Gulf Islands of southern British Columbia. The report was intended to provide support for development applications for affordable housing projects on Galiano Island. Indoor water usage for residential water systems was assessed based on the Design Guidelines for Rural Residential Community Water Systems (2012) published by the Ministry of Forests, Lands & Natural Resource Operations. The demands were compared to various publications including a report prepared by the Government of Canada and the rates were considered reasonable. Accordingly, the methodology included in the Design Guidelines for Rural Residential Community Water Systems (2012) has been used in subsequent sections of this report.



4. WATER SYSTEM DESIGN

The potable water system design for domestic and fire systems has been completed in accordance with the design requirements stated in the Galiano Island Land Use Bylaw No. 27, the Galiano Island Official Community Plan Bylaw No. 108, the Design Guidelines for Rural Residential Community Water Systems (2012) and good engineering practice. The demand requirements have been completed based on the conceptual layout prepared by Mobius Architecture and shall be confirmed during the detailed design phase of the project.

4.1 Domestic Demand Requirement

The domestic water demand requirements shall be based on *Section 3.0, Demand Calculations* of the Design Guidelines for Rural Residential Community Water Systems (2012). The proposed development summary has been presented in Table 2 below:

Table 2 – Development Summary

Proposed Dwelling Units	20
Capita Per Dwelling (Multi-Family)	2.5
Design Population	50

4.1.1 Maximum Day Demand (MDD)

As per Section 3.1 of the Design Guidelines: “Maximum Day Demand (MDD) is the single highest total 24-hour daily water consumption occurring over a one-year period”. The MDD is based on the following demand components:

$$MDD = \text{Indoor Demand} + \text{Water Loss Allowance} + \text{Irrigation Demand}$$

A conceptual layout plan has been illustrated in the attached Site figure and has been used to prepare the following preliminary domestic demands. The Indoor Demand requirement has been presented in Table 3 below:

**Table 3 – Indoor Demand**

Design Population	50
Water Usage Rate	230 L/cap/day
Indoor Demand	11,500 L/day (7.99 L/min.)

The Water Loss Allowance can be neglected from the MDD calculations stated above. An operations and maintenance plan for the on-site water distribution system will include a series of valves on the water piping that will allow for testing of individual sections of the main to determine if there is leakage. As-Built drawings will include detailed locations of each pipe joint where leakage would be expected, and any leaks detected will be easily located and corrected. Furthermore, as per the recommendation provided by Hy-Geo Consulting: *consideration should be given to equipping the discharge line from the well with a totalizing water flow meter to monitor and record the well use with time and having a water level sounding tube installed for taking periodic water level measurements in the well.* The unit blocks will be provided domestic water meters in addition to this which documents the overall usage for the Development. If discrepancies between measurements are encountered, this could indicate the presence of a leak at which point the Development should take corrective action.

Irrigation demands from the water system can also be considered to be negligible. The unit block designs will not include hose bib or irrigation connections from the development water system. Alternatively, the irrigation demand requirement can be provided with the implementation of rainwater harvesting from a cistern installed adjacent to each unit block. The development plans include a shared laundry facility that will be designed to include “gray-water” collection and disposal to supplement existing trees and vegetation on the property. Furthermore, during Building Permit phase, the landscape designer shall create a comprehensive water use plan that provides recommendations on irrigation requirements and conservation measures including the restriction of the allowable irrigation area for each unit and promoting the planting of drought tolerant species. These conservation measures will be discussed in further detail in subsequent sections of this report.

Accordingly, the Maximum Day Demand (MDD) has been presented in Table 4 below:

**Table 4 – Maximum Daily Demand (MDD)**

Indoor Demand	11,500 L/day (7.99 L/min.)
Water Loss Allowance	-
Irrigation Rate	-
Maximum Day Demand (MDD)	11,500 L/day (7.99 L/min.)

Finally, the Average Day Demand (ADD) and Peak Hour Demand (PHD) can be determined based on the following relationships:

$$ADD = MDD/PF_1$$

$$PHD = ADD \times PF_2$$

Where, “Average Day Demand” (ADD) is the average daily use and can be used to derive peak demands from metering data and “Peak Hour Demand” (PHD) represents the maximum volume of water delivered over a single hour throughout the day. The Average Day Demand (ADD) and Peak Hour Demand (PHD) has been presented in Table 5 below:

Table 5 – Average Daily Demand (ADD) & Peak Hour Demand (PHD)

PF ₁ & PF ₂ (< 5,000 Capita)	2.5 & 4.0
Maximum Day Demand (MDD)	11,500 L/day (7.99 L/min.)
Average Day Demand (ADD)	4,600 L/day (3.19 L/min.)
Peak Hour Demand (PHD)	18,400 L/day (12.78 L/min.)

4.2 Fire Demand Requirement

The fire demand requirements for the proposed development shall be based on the latest edition of the *NFPA 1142 - Standard on Water Supplies for Suburban and Rural Fire Fighting*. The proposed system will



likely include a combined domestic/fire or separate on-site fire water gravity system situated directly downstream of the proposed reservoir. The system will include two on-site fire hydrants strategically located to ensure staging areas are located within the allowable distances from proposed dwellings (45m maximum) as per the British Columbia Building Code. During a firefighting scenario, the fire department would pump water from the gravity hydrant system to fight a structure fire. The system should contain a system valve that is normally closed and isolates the fire gravity system from the domestic distribution system. During a fire, the Fire Department would open the valve to the gravity system before fighting drawing water. As per *NFPA 1142, Section 4.2*, the minimum water supply requirement for structures without exposure hazards can be calculated based on the following formula:

$$WS_{Min.} = 133.6 \times \frac{VS_{Tot}}{OHC} (CC)$$

Where,

$WS_{Min.}$ = Minimum water supply in Litres (L)

VS_{Tot} = Total volume of structure in m^3

OHC = Occupancy hazard classification number

CC = Construction classification number

As per *Section 5.2.5.1*, the proposed dwellings shall be classified as *Occupancy Hazard Number 7* in which the quantity or combustibility of domestic contents is considered to be relatively light and therefore rates of spread and heat release is low. The construction classification number (CC) for any proposed structure shall be in accordance with *Section 6.3* and shall have a maximum value of 1.0 (Type I-IV as per the table below).

Table 6 – Construction Classification Number (Section 6.2.1)

Type I	0.5
Type II	0.75
Type III	1.0



Type IV	0.75

Classification shall be based on the inclusion of fire walls and structural elements constructed from approved non-combustible or limited-combustible materials in the proposed building plans. Fire resistance ratings for each structural member shall be no less than the values specified in *Section 6.3.1*. The building and structural elements shall be confirmed by the Developer at Building Permit stage. The minimum water supply requirement to the development has been presented in Table 7 below:

Table 7 – Fire Water Demand (Structures without Exposure Hazards)

VS _{Tot} ¹	1,103 m ³
OHC	7
CC ²	1.0
WS _{Min}	21,052 L (5,291 iGal)

¹ Block C, governing volume of structure

² Assume Type III Construction, non-combustible exterior walls

The water supply requirement exceeds the stated minimum of 7600 L for a structure without exposure hazards as per *Section 4.2.2*. A meeting with the Galiano Fire Department determined a minimum 24,000 USGal (±90,850 L) fire volume is required on Galiano Island for insurance purposes. Accordingly, this volume demand will be used to determine the preliminary reservoir storage requirement however, the Developer shall confirm the final volumes during Building Permit stage. For review purposes, detailed *NFPA 1142 - Standard on Water Supplies for Suburban and Rural Fire Fighting* calculations have been provided for each Unit Block in Appendix A. There are also numerous practices which significantly reduce the likelihood and consequence of a structure fire:

- The Development shall complete chimney cleaning on a yearly basis (if applicable).
- The Development shall clean roofs and gutters at least twice a year.
- All dwellings shall have a minimum of 1 smoke alarm on each habitable floor of the house.



- All dwellings shall have a clear and concise evacuation plan complete with safety procedures for exiting and muster area (meeting location).
- All dwellings shall carry a minimum of two (2) 5lb fire extinguishers certified for use on A, B, and C fuels.

4.3 Reservoir Design

The proposed reservoir design shall be based on *Section 4.7, Distribution Storage Reservoirs* of the Design Guidelines for Rural Residential Community Water Systems (2012). As per the guidelines, the storage reservoir shall be designed to meet the storage requirements for the following purposes:

- **Balancing Storage:** to balance the fluctuations in domestic demands and irrigation (not applicable) and allow for reasonable on/off frequencies of the supply pumps.
- **Fire Storage:** to provide sufficient water for the critical fire flow/duration demands in the system.
- **Emergency Storage:** to provide water in case of power outages and restriction in source supply.

4.3.1 **Balancing Storage**

As per Section 4.7.1 of the Guidelines, the storage to balance the difference between instantaneous demands and the average demands should be minimum 25% of the MDD (11,500 L/day). Therefore, the volume requirement for balancing storage shall be 2,875 L (632.4 iGal).

4.3.2 **Fire Storage**

As discussed, the Galiano Fire Department volume requirement of 90,850 L (24,000 USGal) shall supersede the *NFPA 1142 - Standard on Water Supplies for Suburban and Rural Fire Fighting* requirement.

4.3.3 **Emergency Storage**

As per Section 4.7.3 of the Guidelines, the emergency storage provides water during events such as natural disasters, pump power failure, source failure or watermain breaks. The emergency storage as per the Guidelines is based on the following relationship:

$$\text{Emergency Storage} = 0.25 \times (\text{Balancing Storage} + \text{Fire Storage})$$

Whereby,

$$\text{Emergency Storage} = 0.25 \times (2,875 \text{ L} + 90,850 \text{ L}) = \underline{23,431 \text{ L}}$$



A subsequent meeting with the Galiano Islands Trust Staff in August 2021 was held to deliberate an acceptable standard for the Emergency Storage requirement. It was determined that the *Essential Household Use* as defined pursuant to the British Columbia Water Sustainability Act (WSA) would be a minimum acceptable standard during the event of an emergency. As per the Act, *Essential Household Use* ensures occupants of a private dwelling shall be provided not more than 250 liters of water per day for drinking water, food preparation, sanitation, and domestic purposes. Furthermore, it was determined the *Essential Household Use* shall be delivered for a one-week period to allow for a necessary buffer during emergency. Accordingly, the Emergency Storage requirement based on the WSA shall supersede the Design Guidelines for Rural Residential Community Water Systems (2012). The revised Emergency Storage requirement has been presented in Table 8 below:

Table 8 – Emergency Storage Requirement (BC WSA)

Total Dwellings	20
Essential Household Use	250 L/Dwelling/Day
Emergency Buffer Period	7 Days
Emergency Storage	35,000 L

4.3.4 Total Reservoir Storage

The total reservoir storage requirement can be determined based on the following relationship:

$$\text{Total Storage (L)} = \text{Balancing Storage} + \text{Fire Storage} + \text{Emergency Storage}$$

A reservoir volume summary has been included in Table 9 below:

Table 9 – Total Reservoir Storage Summary

Balancing Storage (0.25 x MDD)	2,875 L
Fire Storage	90,850 L



Emergency Storage	35,000 L
Total Reservoir Storage	128,725 L

As per Section 4.7.4 of the Guidelines, the structure shall typically be a single cell bolted steel reservoir with a glass lined interior however the eventual design shall be specified and approved by the Developer and Islands Trust. The reservoir will be designed to meet the structural requirements based on the most current version of the British Columbia Building Code (BCBC), National Building Codes and AWWA D-103-09 Specifications.

4.4 Fire Suppression

Should the owner choose to install a fire sprinkler system, the system would likely comprise a separate water tank and pump that bypasses the water treatment system with a backflow prevention valve. The developer has confirmed a dry fire sprinkler system with a pump is the preferable option. During a fire scenario, a system valve is triggered resulting in the operation of one or more sprinklers within the residence. The system shall provide fire suppression measures for 30 minutes with four heads flowing at approximately 60 USGPM or approximately 2000 USGal total (to be confirmed by Avalon Mechanical Engineering during detailed design). The typical response time and proximity of the Fire Department to the proposed development (located directly across the street on Georgeson Bay Road) shall factor into the design volume requirement. The eventual system shall be designed to meet NFPA requirements (or an approved equivalent) and shall be designed by an approved Professional during the Building Permit stage of the project.

4.5 Water Quality (Treatment)

The water quality analysis and subsequent recommendations stated by Hy-Geo Consulting indicate the need for water quality treatment:

1. "As a precautionary measure against any future potential sources of coliform bacteria, water from the well should be treated with an appropriately designed and maintained ultraviolet irradiation (UV) treatment system."



2. “Elevated levels of manganese may be treated with an appropriately designed and maintained point-of-entry (POE) water treatment system including aeration.”

The development of a drinking water source is subject to approval by Island Health pursuant to the British Columbia Drinking Water Protection Act and Section 6 & 7 of the *Drinking Water Protection Regulation (DWPR)* which requires a construction and operating permit for new source extraction. Island Health institutes a “multi-barrier” approach to regulating water supply systems. As per Health Canada, the multi-barrier approach is defined as “an integrated system of procedures, processes and tools that collectively prevent or reduce the contamination of drinking water from source to tap in order to reduce risks to public health”. An adequate system shall be designed to alleviate any risk from the Ministry of Health’s *Ground Water at Risk of Containing Pathogens (GARP)* including *Ground Water under Direct Influence of Surface Water Criteria (GWUDI)* criteria.

A treatment system comprised of filtration, UV disinfection and residual chlorination will meet Island Health and DWPR requirements. A UV treatment system shall provide rapid and effective inactivation of microorganisms present within the source water. The observed elevated levels of manganese can be filtered from the system with the use of a media filter (typically 1 & 5 micron, removable filter canisters) with subsequent reduction through oxidation resulting from chlorine treatment. Further oxidation through aeration can be achieved if additional removal of manganese concentration is required. A chlorine residual may be maintained within the system at a concentration of 0.5 mg/L to ensure aesthetic water quality is achieved. Maintaining adequate residuals within the system will inhibit regrowth in the distribution network thereby reducing the frequency of line flushing. The design and configuration of these systems will be developed at the detailed design stage of the project.

4.6 Well Head Protection

The well head shall be protected to mitigate potential contamination of the drinking water source from the surface. The protection measures shall conform to the Drinking Water Protection Regulation and Groundwater Protection Regulation accordingly. The well was installed by qualified personnel (Red Williams Drilling) and included a bentonite surface seal. Augmentation or works to modify the well shall include well head protection as per the Groundwater Protection Regulation.



4.7 Monitoring and Report

The future development shall implement routing monitoring to ensure compliance with the operating permit. As per the recommendation provided by Hy-Geo Consulting: *consideration should be given to equipping the discharge line from the well with a totalizing water flow meter to monitor and record the well use with time and having a water level sounding tube installed for taking periodic water level measurements in the well.* Furthermore, the unit blocks will be provided domestic water meters which document the overall usage for the Development. The use of a well data logger to monitor water levels within the well is also recommended for use by the future development. The treated water will also require routine sampling and analysis (likely monthly) to ensure compliance with Island Health regulations. Further discussion with the Galiano LTC indicated the use of a water-level data logger shall be incorporated into the final well design and secured through Section 219 Covenant (discussed in a subsequent section of this report). The development shall maintain sufficient operation records to the satisfaction of the Galiano LTC which shall be made available within a reasonable period, if requested.

5. WATER CONSERVATION INITIATIVES

The sustainable development of freshwater resources and ongoing conservation efforts are of great importance to the Galiano Island community which is apparent in the Galiano Island Official Community Plan. “Deteriorating water quality is evident in the Galiano Island Local Trust Area generally and the demands on groundwater resources continue to increase”; efforts shall be made to preserve and maintain an adequate fresh water supply. Conservation measures developed by the Capital Regional District (CRD) encourage the sustainable use of regional drinking water sources through education, technology, policy measures and research. Accordingly, the future development shall develop a conservation framework that has been successfully implemented in similar communities. The Water Conservation Guide for British Columbia published in December, 2013 can be used to develop an effective methodology which prioritizes conservation and efficient use. The approach should follow the Conservation Guide’s seven-step process for developing a comprehensive Community Water Conservation Plan:

1. Laying the Plan’s Foundations
2. Water System Profile
3. Forecast Demand
4. Set Objectives



5. Review Options
6. Select Measures
7. Implementation Strategy

The guide recommends implementing a plan that provides an effective variety of enforceable and voluntary measures based on the following criteria:

➤ **Legal Measures**

- Development mandatory water restrictions, planting and irrigation requirements
- Development bylaws requiring installation of 'low-flow' plumbing fixtures
- Development restrictions on recreational water usage

➤ **Operations and Management Measures**

- Water loss management and leak repair
- Water meter installation on each Unit
- Rainwater harvesting programs (see Section 7.0 of this report)

➤ **Community Engagement Measures**

- Voluntary restrictions on domestic water usage
- Education and outreach programs
- Partnerships and collaborative initiatives

6. STORMWATER DESIGN METHODOLOGY

There is presently no stormwater management design methodology included in the Galiano Island Land Use Bylaw No. 27 or the Official Community Plan Bylaw No. 108. Gwaii has proposed the use of the Master Municipal Construction Documents (MMCD) Design Guidelines (2014) as it pertains to Stormwater Management (Sections 4 and 8 respectively) which provides an acceptable industry standard for development within British Columbia. Given the environmental sensitivity of the Site and surrounding areas, the intention is to develop a Stormwater Management plan that replicates the pre-development hydraulic conditions as closely as possible. The methodology developed in this section is considered conceptual and shall be completed at Development Permit/Building Permit stage based on the final development plans.



6.1 National Resource Conservation Service (NRCS) TR-55 (HydroCAD)

HydroCAD software shall be used to model all infiltration, detention and controlled release requirements for the proposed stormwater detention systems. The design storms used to complete the HydroCAD analysis are adapted from the Short Duration Rainfall Intensity-Duration Frequency (IDF) Data for the Saturna Capmon, British Columbia Weather Station for 24-hour storm events (Storm Type 1A for the Pacific Northwest) which has been included in Appendix B and summarized in Table 10. The Short Duration rainfall IDF was collected from rain gauge data compiled between 1989-2017 and has been published by Environment Canada. The weather station is the closest Environment Canada published data for the proposed development Site.

Table 10 – 24-Hour Storm (Type 1A), Saturna Capmon

Design Storm	24hr Rate	24hr Total Depth
2-Year	2.0 mm/hr	48.0 mm
5-Year	2.6 mm/hr	62.4 mm
10-Year	2.9 mm/hr	69.6 mm

Analysis of the proposed system is based on NRCS TR-55 criteria (Urban Hydrology for Small Watersheds)—a summary of the model input information has been included,

- Time of Concentration:
 - Sheet Flow (pre-development)
 - Maximum 100m flow length
 - Approximate 13.8% average slope from central, high plateau down to the western property boundary
 - Woods; Light underbrush (Manning's No. = 0.40)
- Storm Type 1A, 24 Hour (Pacific Northwest)
- Curve Numbers (CN):
 - 65 — Woods/grass comb., fair soil, HSG B (Pre-development ground cover)
 - 76 — 50-75% Grass Cover, fair soil, HSG B (Post-development ground cover)
 - 98 — Paved Parking; HSG C



- 98 — Roofs; HSG C
- 48 Hour Analysis Time Span

6.2 Climate Change Consideration

In accordance with the Professional Practice Guidelines - Legislated Flood Assessments in a Changing Climate in BC (APEGBC, 2012) a safety factor of a 10% increase in design peak flow capacity is required to be designed into new minor system infrastructure to account for climate change. The adjusted values are summarized in Table 11:

Table 11 – Adjusted Storm Intensities and rainfall depth as per APEGBC (2012)

Design Storm	24hr Rate	24hr Total Depth
2-Year	2.4 mm/hr	57.6 mm
5-Year	3.1 mm/hr	74.4 mm
10-Year	3.5 mm/hr	84.0 mm

All eventual post-development hydraulic modeling shall include the climate adjusted rates.

6.3 Pre-Development Condition

Pre-development site topography is comprised mostly of steep, mountainous terrain which slopes from a central high-lying ridge down towards a lower-lying western property boundary (southern catchment). The existing ground cover is densely forested with thick underbrush and natural vegetation that covers most of the property. During a typical storm event, runoff sheet flows from the ridge towards the west where it eventually accumulates within the existing wetland northwest of the Site. The wetland areas likely attenuate incoming flows before eventually discharging overland into the unnamed creek along the north side of the property. The Time of Concentration (ToC) is dependent on upstream ground conditions and the effectiveness of the wetland areas to control point source discharge into the creek. Time of concentration and peak flow discharge measured from the central mountain peaks down to the low-lying western boundary (approximated along the longest hydraulic flow path) is determined using HydroCAD. The model approximates the pre-development flows entering the creek from the development Site



during the 2-year, 5-year and 10-year storm events. A summary of the predevelopment hydraulic analysis has been presented in Table 12 below:

Table 12 – Pre-Development Site Condition

Design Criteria	Value
Storm Recurrence Interval	2-Year/5-Year/10-Year
Time of Concentration (Tc)	30.2 Min.
Pre-Development CN (Woods/grass comb., Fair soil, HSG B)	60
Inflow Area	1,891 m ²
Pre-Development 2-Year Peak Discharge	0.13 L/s
Pre-Development 2-Year Runoff Volume	5.1 m ³
Pre-Development 5-Year Peak Discharge	0.27 L/s
Pre-Development 5-Year Runoff Volume	13.2 m ³
Pre-Development 10-Year Peak Discharge	0.36 L/s
Pre-Development 10-Year Runoff Volume	19.2 m ³

For the purposes of the pre-development model conditions, a Hydraulic Soil Group (HSG) B was considered: these soils are characterized by “moderate infiltration rates when thoroughly wetted, and consist chiefly of moderately deep to deep, moderately well to well drained soils with moderately fine to moderately coarse textures and a moderate rate of water transmission”. The model indicates a modest discharge rate from the Site during significant storm events based on existing soil conditions. The soil characteristics will be confirmed by completing Constant Head Well Permeameter (CHWP) in-situ measurements of existing on-site soils, as necessary, to determine “field-saturated” hydraulic conductivity (Kfs) at Building Permit Stage. The stormwater management strategy shall develop a methodology that imitates the pre-development hydraulic condition as closely as possible.

A pre-development hydraulic model output from HydroCAD has been included in Appendix D.



6.4 Storm Water Quality

During a typical rainfall event, runoff from the proposed structures will discharge directly to rainwater cisterns located adjacent to each building complete with a filter to remove suspended particulate and debris (see Section 7.0). Stormwater discharging from the driveway areas shall flow into shallow grassed swales located on the downstream side of the paved surface. These bioswales provide a "first-flush" treatment of pollutants and other deleterious materials prior to entering a Site drainage system. Lawn basins with open grated lids shall be strategically positioned within the swale with an approximate 50-100mm freeboard to allow for partial surface ponding and infiltration into a bio-retention growing medium along the surface. During typical minor events, the stormwater ponding around the inlet structure will be permitted to infiltrate into underlying site soils. During more significant rainfall events, runoff may exceed the infiltration capacity of the growing medium resulting in surcharge and eventual overflow into the drainage system through the grated lid. Each lawn basin shall have a sump which provides attenuation of incoming flows to permit the settling of the coarse fraction of the sediment (fine to medium sand particles and greater). The drainage system will discharge to a central exfiltration gallery situated in the lower-lying areas south of the proposed dwellings. The gallery will be sized to adequately dispose of site generated stormwater runoff into underlying soils, thereby replicating the pre-development condition.

6.5 On-Site 100 Year Flood Risk

The on-site grading plan shall ensure positive drainage away from all proposed structures towards the central roadways which provides a natural conduit for flood waters during significant storm events. Surface areas that are intended for overland drainage should be hard-surfaced, seeded, planted, or protected with armoring to mitigate potential erosion concerns.

7. STORMWATER COLLECTION

The unit block designs will not include hose bib or irrigation connections from the development water system. Alternatively, the irrigation demand requirement can be provided with the implementation of rainwater harvesting from a cistern installed adjacent to each building. The Mayne Island Integrated Water Systems Society (MIIWSS) recommends the use of Premier Plastics™ polyethylene underground storage cisterns which will be sized based on detailed irrigation demands and proposed roof surface areas



for each unit block. The systems will be designed with an overflow to the Site drainage system to dispose of excess stormwater runoff during the wet season. The Premier Plastics™ design software considers monthly precipitation data from Mayne Island, Village Bay. The user inputs rooftop surface areas and irrigation demand and varies the tank volume to provide an Optimal Tank Capacity. The monthly precipitation and rooftop volume requirement based on the proposed block configurations (approximate rooftop area of 1,003 square meters) have been illustrated in the figure below:

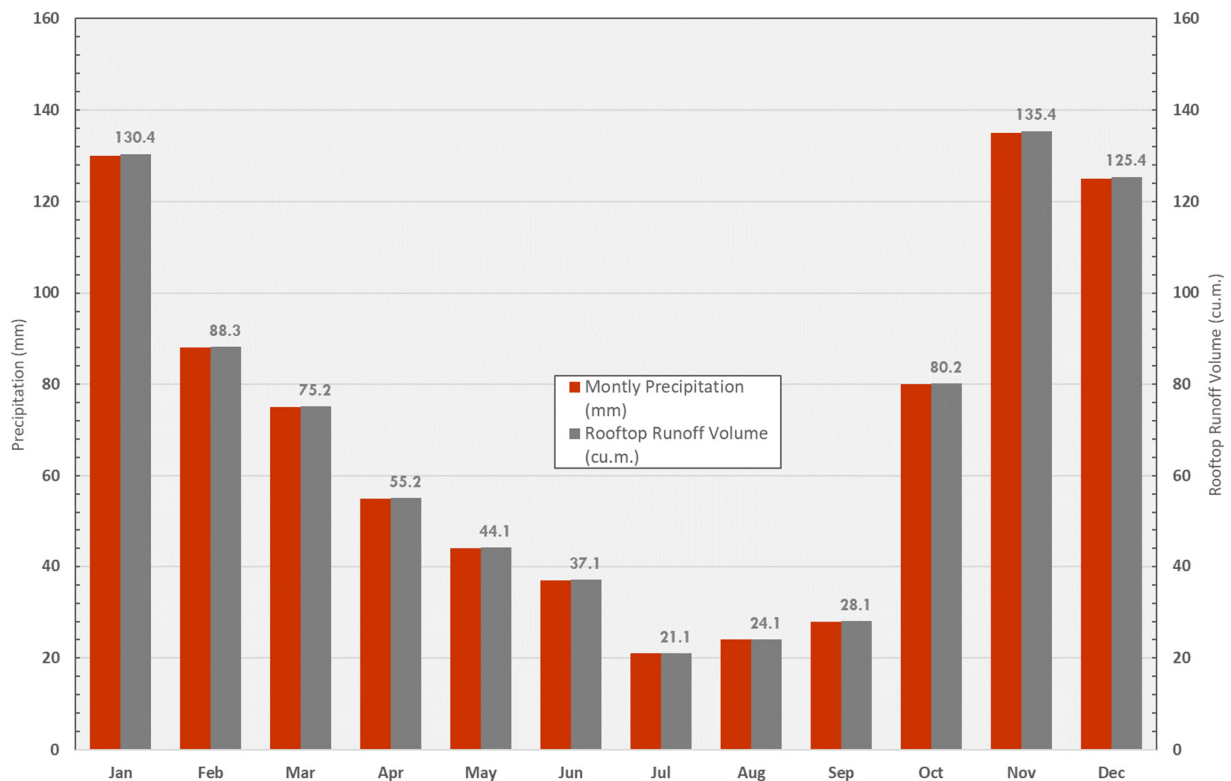


Figure 1 – Precipitation and Rooftop Runoff Volume

The Premier Plastics™ (or an approved equivalent) tank volumes for each unit block shall be completed at Building Permit stage and irrigation demand requirements shall be confirmed by a Landscape Architect or a British Columbia Certified Irrigation Design Professional.

8. SEDIMENT AND EROSION CONTROL

During construction, the contractor is to implement sediment and erosion control procedures to ensure the quality of site run-off is maintained. Controlling erosion and preventing the release of sediments from construction sites is an effective means of minimizing sediment discharge to fish-bearing watercourses



and the municipal storm drainage system. Silt fencing and /or drainage swales should be strategically placed to effectively prevent untreated site water from discharging to adjacent properties. These sediment and erosion control measures should be monitored periodically throughout the course of construction and are to remain in place until substantial performance has been verified. An effective erosion and sediment control plan incorporates, but is not limited to the following procedures:

8.1 Layout and Clearing

- Install runoff management systems prior to site disturbance and construction activities;
- Stabilize bare soils the same day that they have been disturbed;
- Avoid clearing vegetation from sites during snowmelt or heavy rains;
- Avoid clearing or grading soils within 15 meters of a stream or ditch;
- Install appropriate measures (straw bales, filter cloth, etc.) to prevent sediment from entering a watercourse;
- Store excavated soils away from watercourses, storm drains and paved surfaces;
- Install a site access pad (crushed gravel before driveway road access) to prevent tracking mud offsite.

8.2 Erosion Control

- Encourage surface water to seep into the soil
- If possible, retain woody debris and organic matter on-site;
- Roughen or terrace slopes to prevent erosion;
- Cover soil stockpiles and bare slopes with mulch, tarps, etc;
- Backfill foundations as soon as possible following approval of perimeter drainage;
- Remove excess soil from the site as soon as possible after backfilling;
- Re-vegetate or landscape the site as soon as possible. If areas of a site must be left incomplete during the rainy season, sow a temporary cover crop, apply mulch or lay geotextile to stabilize exposed soils;
- Keep machinery within specific access areas. Limit the extent of machine access areas to the minimum necessary to complete construction;
- Inspect the construction site daily to ensure erosion control measures are working.



8.3 Drainage and Sediment Control

- Use berms or swales to divert runoff from entering the site;
- Use silt fencing around stockpiled and sloped areas;
- Install filter cloth, drain rock or straw bales to protect ditches and catch basins;
- Collect runoff for treatment in a sediment trap;
- Ensure containment and proper disposal of concrete waste water;
- Properly dispose of construction wastes (build materials, paints, etc.) off-site;
- Do not wash soils or sediments onto the street or into the storm sewer.

Due to the close proximity of the existing unnamed creek to the development, Gwaii will work with the contractor and developer to closely monitor the site and identify where BMPs are best suited during construction.

9. WASTEWATER DESIGN

The wastewater treatment and system design is outside the scope of this report. An *Onsite Wastewater System Site Assessment, New Commons Development* dated February 2021 and completed by BWD Engineering Inc. has been prepared in support of the rezoning application with Islands Trust. All site sanitary design shall be coordinated with BWD Engineering Inc. at Building Permit Stage.

10. SECTION 219 COVENANT

The Galiano LTC confirmed a Section 219 Covenant pursuant to the British Columbia Land Title Act shall be required to secure various development obligations. Gwaii shall work with the Developer and the Galiano LTC to develop specific Covenant requirements which shall be registered on Title. In general, the Section 219 Covenant will include the following items:

- The development of a Water Conservation Plan in accordance with this report, accepted industry standards, and to the satisfaction of the Galiano LTC.
- The finalization and acceptance of a Water Management Plan which details final development and building plans.
- The completion of a detailed well design incorporating a water-level data logger.



11. CONCLUSIONS

This Water Management Plan (WMP) details the strategies recommended for the proposed 20-unit, multi-family development located at 409 Porlier Pass Road on Galiano Island, BC. This report has been prepared to support an application for Rezoning made to Islands Trust in September 2021.

Yours Truly,

GWAII ENGINEERING LTD.

Prepared by,

Corey Brown, M.Eng., EIT, ASCT
Principal, Design Engineer

Reviewed by,

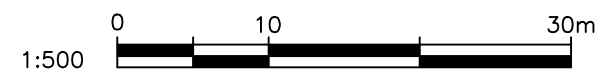
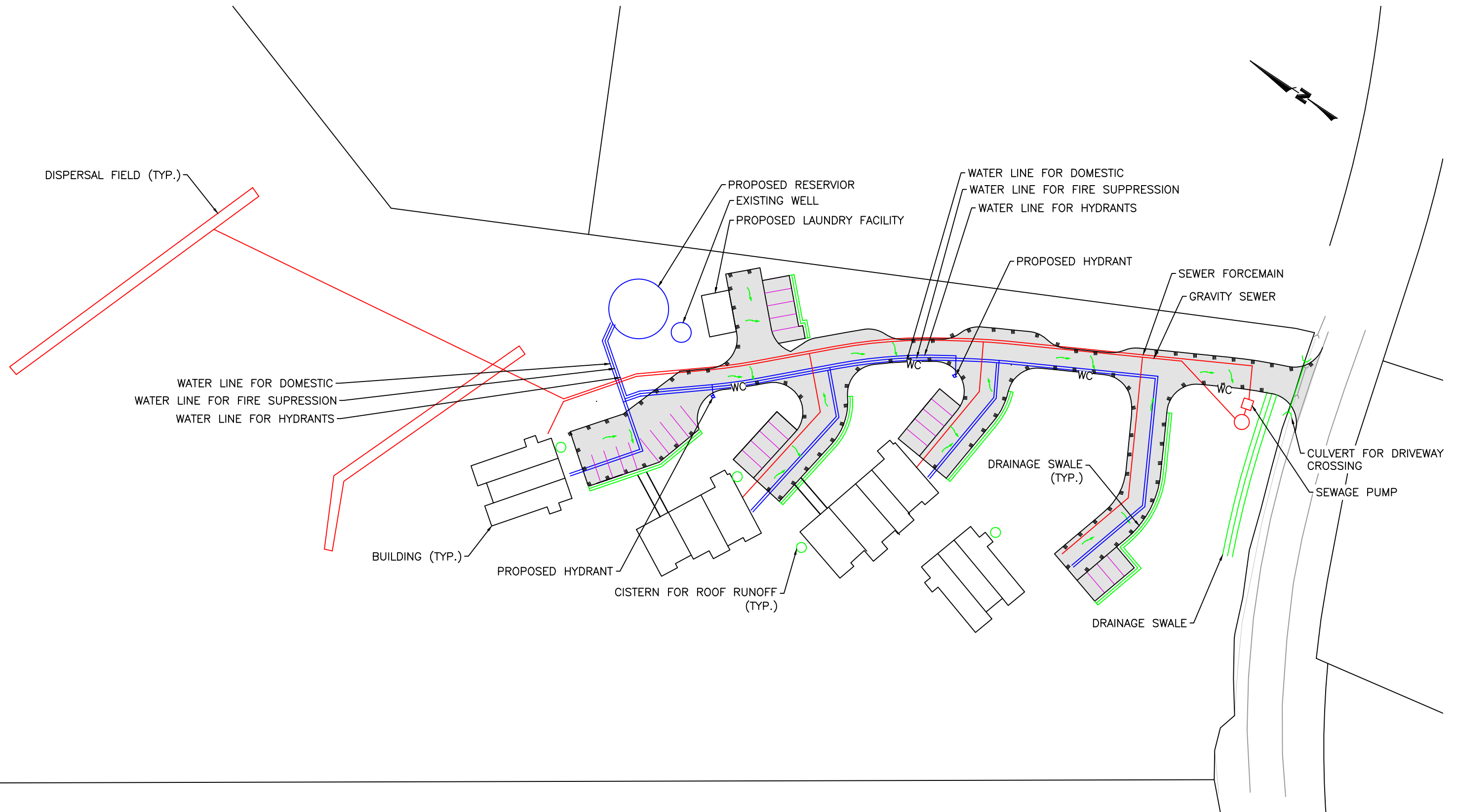
Josh Bartley, P.Eng.
Principal, Review Engineer



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APPENDIX A

Conceptual Servicing Plan



GALIANO GREEN CONCEPTUAL SERVICING PLAN

GALIANO ISLAND

2390

DATE: 2021-08-20

SHEET NO.: SK1

DRAWN BY: DS

CHECKED BY: CB



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APPENDIX B

NFPA 1142 - Standard on Water Supplies for Suburban and Rural Fire Fighting Calculations

WATER SUPPLY FOR PUBLIC FIRE PROTECTION									
Job Name:		Galiano Green			Date:		18-Feb-21		
Job #		2462G			Name:		D. Sessions		
Building 1									
A. Construction Classification Number									
Type	Descr.	CC							
Type I	Approved non-combustible	0.5		*For dwellings maximum CC= 1.0 *Refer to NFPA for further classification					
Type II	Approved non-combustible	0.75							
Type III	Exterior Walls non-combust.	1							
Type IV	Refer to NFPA	0.75							
Type V	Combustible Materials	1.5							
								CC =	1
B. Building Volume									
31455 ft3		Type A							
C. Occupancy Hazard Classification Number									
*Refer to NFPA		Building Description:			Dwellings				
								OHC	7
D. Minimum Water Supply									
VS		31455 ft3		Minimum Supply		3000 Gal			
OHC		7							
CC		1							
						WS	4494	USGal	
						WS	17008.2	L	
D. TOTAL FIRE FLOW REQUIREMENT									
Min. (Gal)	Max (Gal)	Check	Rate of Water Supply						
			GPM	L/min.	L/sec				
	0	2500		250	950	15.83			
	2501	9999	Use	500	1900	31.67			
	10000	19999		750	2850	47.50			
	20000	99999999		1000	3800	63.33			

WATER SUPPLY FOR PUBLIC FIRE PROTECTION									
Job Name:		Galiano Green			Date:		18-Feb-21		
Job #		2462G			Name:		D. Sessions		
Building 2									
A. Construction Classification Number									
Type	Descr.	CC							
Type I	Approved non-combustible	0.5		*For dwellings maximum CC= 1.0 *Refer to NFPA for further classification					
Type II	Approved non-combustible	0.75							
Type III	Exterior Walls non-combust.	1							
Type IV	Refer to NFPA	0.75							
Type V	Combustible Materials	1.5							
								CC =	1
B. Building Volume									
33084 ft3		Type B							
C. Occupancy Hazard Classification Number									
*Refer to NFPA		Building Description:			Dwellings				
								OHC	7
D. Minimum Water Supply									
VS		33084 ft3		Minimum Supply		3000 Gal			
OHC		7							
CC		1							
						WS	4726	USGal	
						WS	17889.0	L	
D. TOTAL FIRE FLOW REQUIREMENT									
Min. (Gal)		Max (Gal)		Check		Rate of Water Supply			
						GPM	L/min.	L/sec	
0		2500				250	950	15.83	
2501		9999		Use		500	1900	31.67	
10000		19999				750	2850	47.50	
20000		99999999				1000	3800	63.33	

WATER SUPPLY FOR PUBLIC FIRE PROTECTION									
Job Name:		Galiano Green			Date:		18-Feb-21		
Job #		2462G			Name:		D. Sessions		
Building 3									
A. Construction Classification Number									
Type	Descr.	CC							
Type I	Approved non-combustible	0.5		*For dwellings maximum CC= 1.0 *Refer to NFPA for further classification					
Type II	Approved non-combustible	0.75							
Type III	Exterior Walls non-combust.	1							
Type IV	Refer to NFPA	0.75							
Type V	Combustible Materials	1.5							
								CC =	1.0
B. Building Volume									
38934 ft3		Type C							
C. Occupancy Hazard Classification Number									
*Refer to NFPA		Building Description:			Dwellings				
								OHC	7
D. Minimum Water Supply									
VS		38934 ft3		Minimum Supply		3000 Gal			
OHC		7							
CC		1							
						WS	5562	USGal	
						WS	21052.2	L	
D. TOTAL FIRE FLOW REQUIREMENT									
Min. (Gal)		Max (Gal)		Check		Rate of Water Supply			
						GPM	L/min.	L/sec	
0		2500				250	950	15.83	
2501		9999		Use		500	1900	31.67	
10000		19999				750	2850	47.50	
20000		99999999				1000	3800	63.33	

WATER SUPPLY FOR PUBLIC FIRE PROTECTION									
Job Name:		Galiano Green			Date:		18-Feb-21		
Job #		2462G			Name:		D. Sessions		
Building 4									
A. Construction Classification Number									
Type	Descr.	CC							
Type I	Approved non-combustible	0.5		*For dwellings maximum CC= 1.0 *Refer to NFPA for further classification					
Type II	Approved non-combustible	0.75							
Type III	Exterior Walls non-combust.	1							
Type IV	Refer to NFPA	0.75							
Type V	Combustible Materials	1.5							
								CC =	1
B. Building Volume									
31455 ft3		Type A							
C. Occupancy Hazard Classification Number									
*Refer to NFPA		Building Description:			Dwellings				
								OHC	7
D. Minimum Water Supply									
VS		31455 ft3		Minimum Supply		3000 Gal			
OHC		7							
CC		1							
						WS	4494	USGal	
						WS	17008.2	L	
D. TOTAL FIRE FLOW REQUIREMENT									
Min. (Gal)		Max (Gal)		Check		Rate of Water Supply			
						GPM	L/min.	L/sec	
0		2500				250	950	15.83	
2501		9999		Use		500	1900	31.67	
10000		19999				750	2850	47.50	
20000		99999999				1000	3800	63.33	



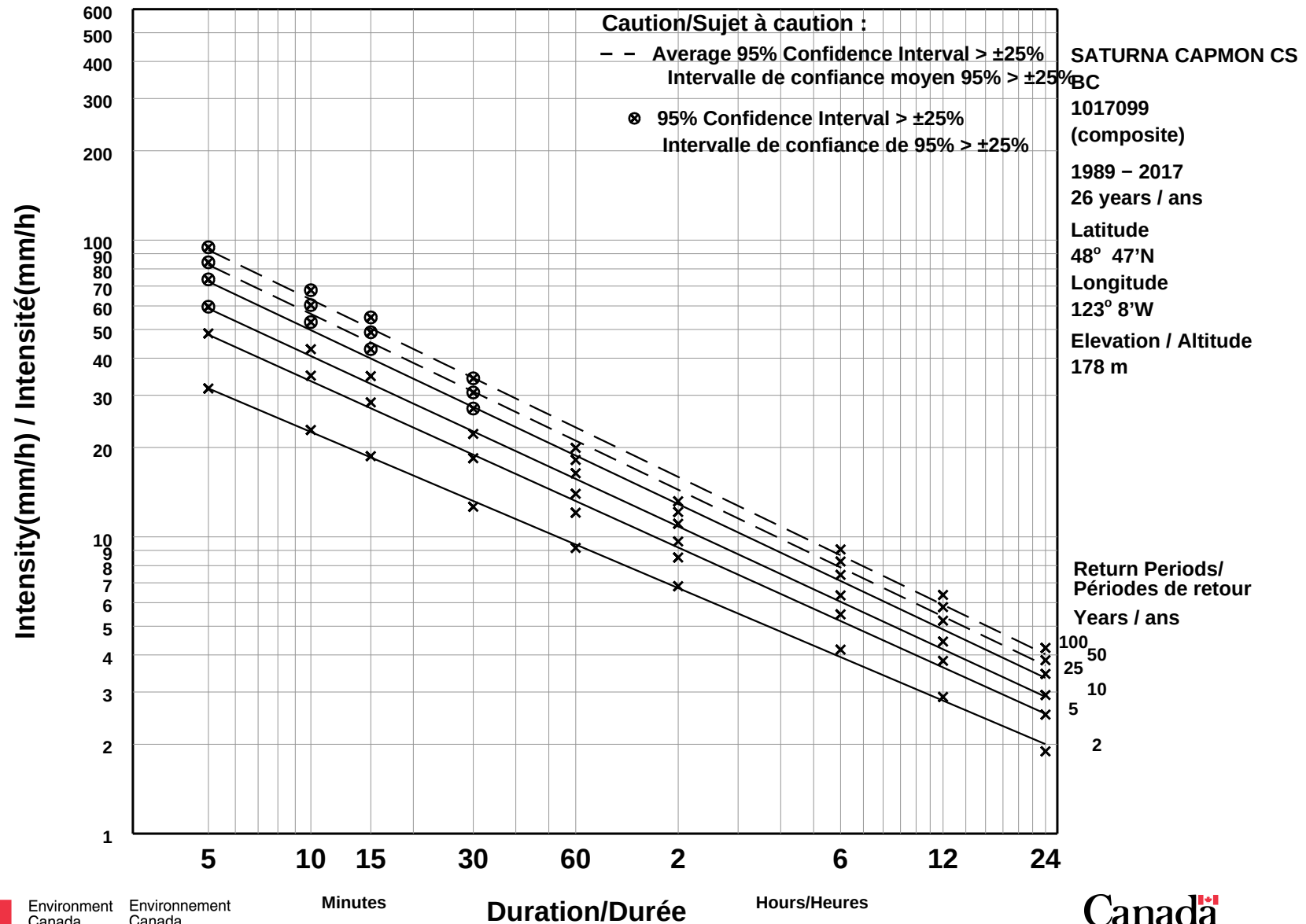
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APPENDIX C
***Short Duration Rainfall Intensity-Duration
Frequency (IDF) Data for the Saturna Capmon,
British Columbia***

Short Duration Rainfall Intensity–Duration–Frequency Data

2019/02/27

Données sur l'intensité, la durée et la fréquence des chutes de pluie de courte durée

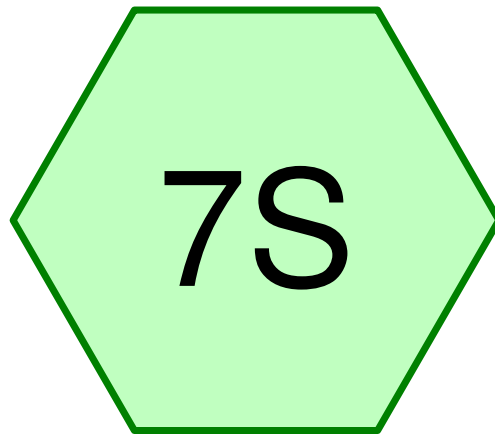




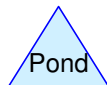
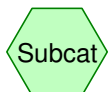
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APPENDIX D

Pre-Development HydroCAD Model



Galiano Green Pre-Development (South Catchment)



Drainage Diagram for 2462G - Galiano Green Pre Development SWMP
Prepared by Gwaii Engineering Ltd., Printed 2/18/2021
HydroCAD® 9.10 s/n 06344 © 2009 HydroCAD Software Solutions LLC

2462G - Galiano Green Pre Development SWMP

Prepared by Gwaii Engineering Ltd.

HydroCAD® 9.10 s/n 06344 © 2009 HydroCAD Software Solutions LLC

Printed 2/18/2021

Page 2

Area Listing (all nodes)

Area (sq-meters)	CN	Description (subcatchment-numbers)
1,891.0	65	Woods/grass comb., Fair, HSG B (7S)
1,891.0		TOTAL AREA

Summary for Subcatchment 7S: Galiano Green Pre-Development (South Catchment)

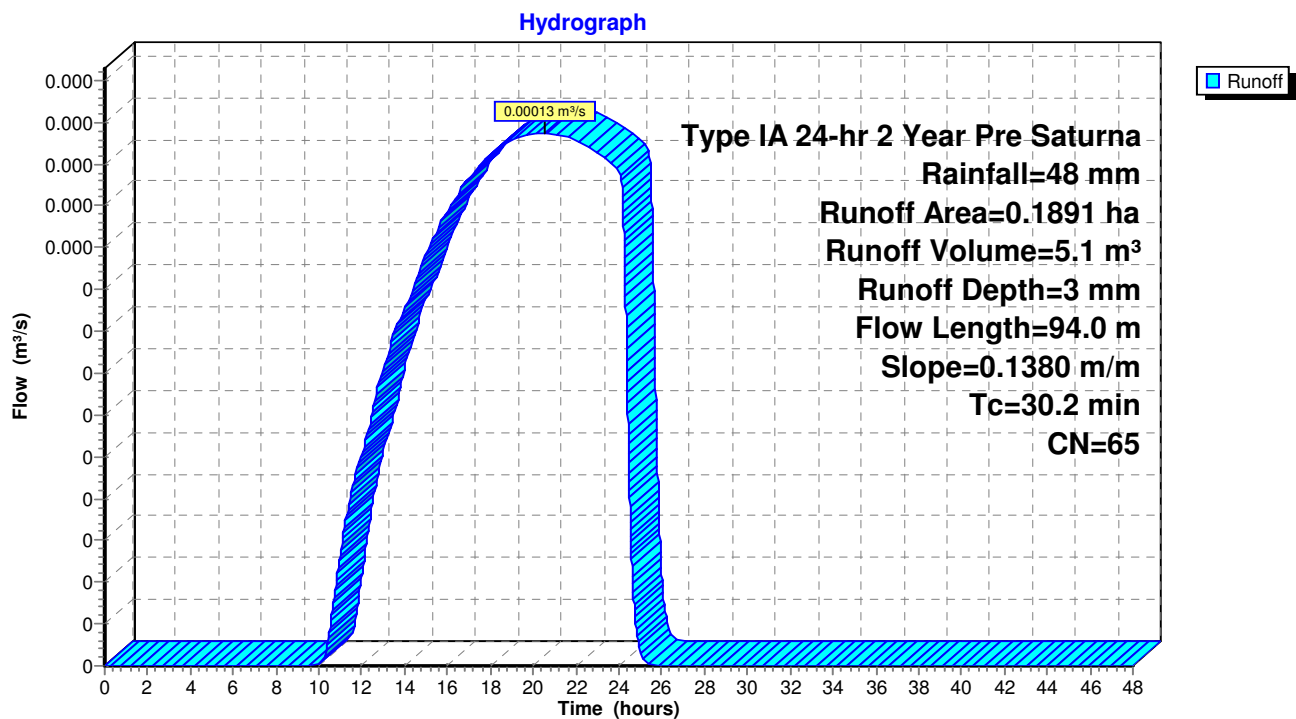
Runoff = 0.00013 m³/s @ 20.50 hrs, Volume= 5.1 m³, Depth= 3 mm

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-48.00 hrs, dt= 0.01 hrs
 Type IA 24-hr 2 Year Pre Saturna Rainfall=48 mm

Area (ha)	CN	Description
0.1891	65	Woods/grass comb., Fair, HSG B
0.1891		100.00% Pervious Area

Tc (min)	Length (meters)	Slope (m/m)	Velocity (m/sec)	Capacity (m³/s)	Description
30.2	94.0	0.1380	0.05		Sheet Flow, Overland Sheet Flow
					Woods: Light underbrush n= 0.400 P2= 53 mm

Subcatchment 7S: Galiano Green Pre-Development (South Catchment)



Summary for Subcatchment 7S: Galiano Green Pre-Development (South Catchment)

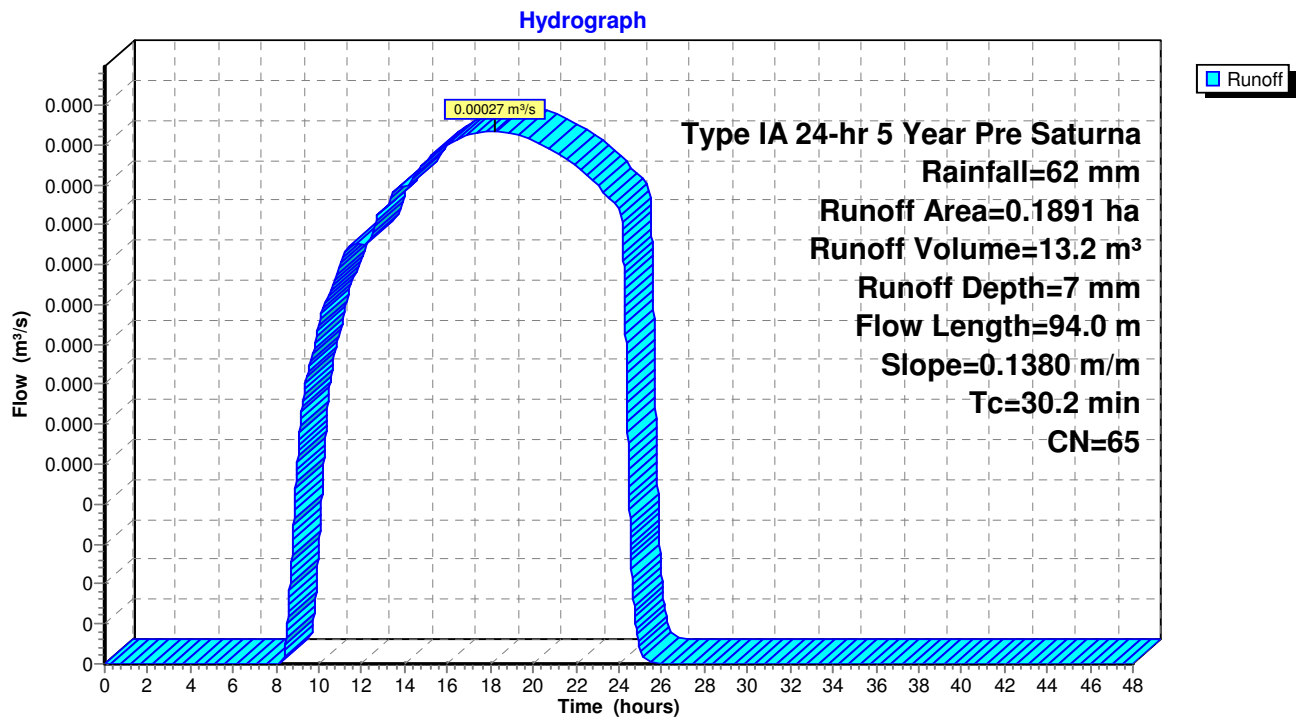
Runoff = 0.00027 m³/s @ 18.22 hrs, Volume= 13.2 m³, Depth= 7 mm

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-48.00 hrs, dt= 0.01 hrs
 Type IA 24-hr 5 Year Pre Saturna Rainfall=62 mm

Area (ha)	CN	Description
0.1891	65	Woods/grass comb., Fair, HSG B
0.1891		100.00% Pervious Area

Tc (min)	Length (meters)	Slope (m/m)	Velocity (m/sec)	Capacity (m ³ /s)	Description
30.2	94.0	0.1380	0.05		Sheet Flow, Overland Sheet Flow
					Woods: Light underbrush n= 0.400 P2= 53 mm

Subcatchment 7S: Galiano Green Pre-Development (South Catchment)



Summary for Subcatchment 7S: Galiano Green Pre-Development (South Catchment)

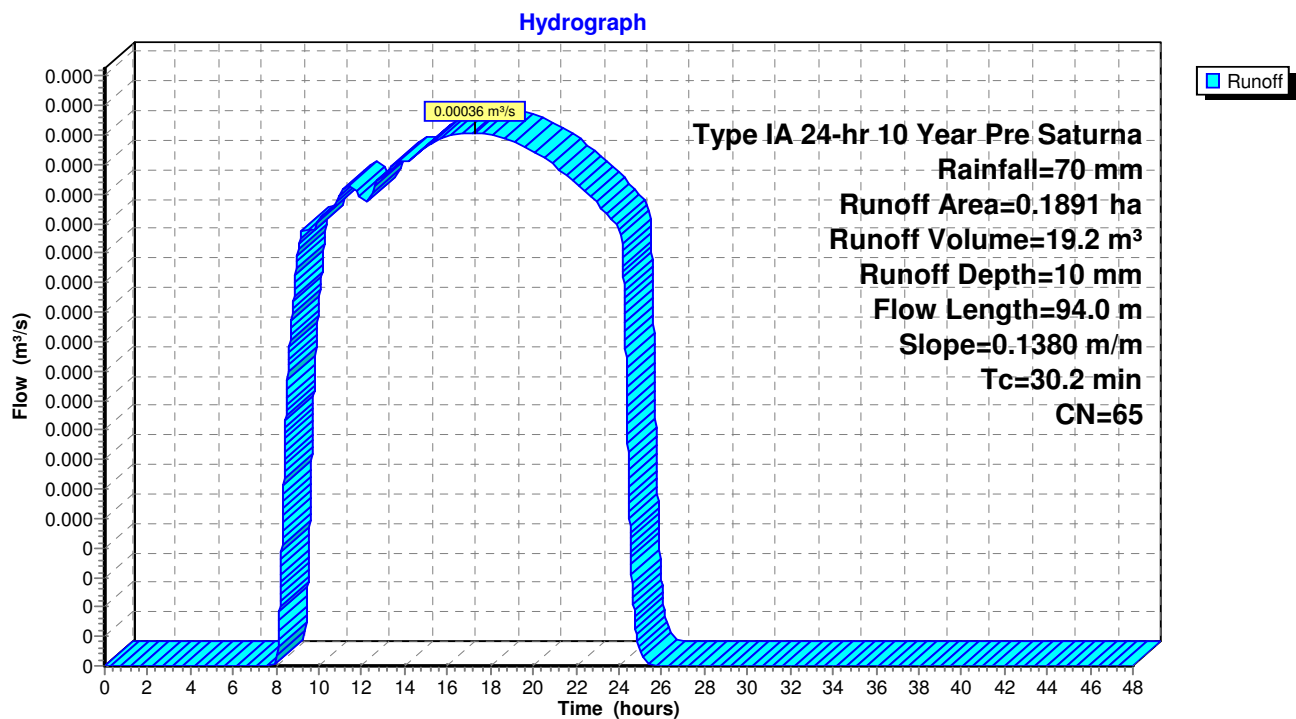
Runoff = 0.00036 m³/s @ 17.28 hrs, Volume= 19.2 m³, Depth= 10 mm

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-48.00 hrs, dt= 0.01 hrs
 Type IA 24-hr 10 Year Pre Saturna Rainfall=70 mm

Area (ha)	CN	Description
0.1891	65	Woods/grass comb., Fair, HSG B
0.1891		100.00% Pervious Area

Tc (min)	Length (meters)	Slope (m/m)	Velocity (m/sec)	Capacity (m³/s)	Description
30.2	94.0	0.1380	0.05		Sheet Flow, Overland Sheet Flow
Woods: Light underbrush n= 0.400 P2= 53 mm					

Subcatchment 7S: Galiano Green Pre-Development (South Catchment)



Keith Erickson R.P.Bio.

████████████████████
Galiano Island, BC V0N 1P0

September 21, 2021

Crystal Mountain Society
c/o Helen Foster, President
300B - 2555 Cook Rd
Galiano Island, BC V0N 1P0

Galiano Island Local Trust Committee
c/o Brad Smith
Island Planner, Southern Team
200 – 1627 Fort Street
Victoria, BC, V8R 1H8

To whom it may concern:

It has been brought to my attention that a member of the public has suggested that I may be in Conflict of Interest in my role as contractor to the Crystal Mountain Society to produce both an ecological report and to manage the technical requirements associated with the rezoning application for Parcel A of DL88 and DL89, Plan 27287 & Lot 9, Plan 31200 DL90, Galiano Island (letter from Brad Lockett to Galiano Island Local Trust Committee dated May 22, 2021).

I am writing to ensure that any potential conflict of interest, real or perceived is disclosed to clients and others who may be affected by the conflict.

The terms of reference for my contracts with Crystal Mountain Society are as follows:

Ecological Assessment Contract (October 13, 2020)

1. *Conduct a site visit to confirm if site conditions remain the same or have changed (e.g. increased beaver activity may have shifted hydrology in low lying areas)*
2. *Compare proposed location of CMS structures on site plan with ecological data to identify any areas of significant concern or potential impact*
3. *Provide a summary of habitat features/types on the 25% portion retained by CMS versus the 75% proposed for transfer to ITC (e.g. % wetland habitat).*

Rezoning Technical Project Management Contract (December 14, 2020)

Work with Islands Trust Conservancy and CM to:

1. *Fulfill existing requirements for transfer of the land.*

2. *Negotiate a transfer agreement.*
3. *Be the point person for CM during the Subdivision and transfer of the land.*

Support CM in the Rezoning:

1. *Facilitate and provide guidance for final layout of buildings and lot configuration.*
2. *Take the lead on fulfilling all technical requirements including communicating with other professionals as required (eg. surveyor, hydrogeologist, water systems specialist etc).*
3. *Support communications through production of maps and gathering or presenting information.*
4. *Attend CIM's as a resource person to help convey ecological and related information.*

Conflict of interest is commonly defined as a situation in which a person has a private or personal interest sufficient to appear to influence the objective exercise of their official duties.

The following is an excerpt from the College of Applied Biology's (CAB) Code of Ethics and Professional Responsibility regarding conflict of interest:

Avoid situations and circumstances where there is a conflict of interest;

- i. *there is a real or perceived conflict of interest where a registrant's interests conflict or appear to conflict with the registrant's professional responsibilities;*
- ii. *in determining whether a conflict exists or appears to exist, registrants should consider whether a reasonably well-informed individual in possession of the facts would believe a conflict exists;*
- iii. *registrants must take measures necessary to ensure a conflicting interest does not bias decisions or recommendations that the registrant may be called upon to make; in extreme situations this might require the registrant to withdraw from a project.*

To my knowledge I have provided a professional standard of service to the Crystal Mountain Society by conducting business practices fairly, avoiding conflict of interest and respecting client/employer confidentiality.

I am not a member of, nor do I have any private or personal interest in Crystal Mountain Society or with any of its Board, members, and teachers. I do not have any personal or private interest with the Galiano Island Local Trust Committee or Islands Trust Planning Staff.

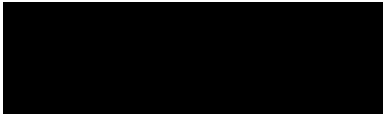
I am married to Kate Emmings, Manager of the Islands Trust Conservancy. The Islands Trust Conservancy is directly involved with the Crystal Mountain Society rezoning proposal as the potential recipient of lands for conservation purposes. Kate Emmings declared a conflict of interest and was removed from having any interaction with the Crystal Mountain Society file.

I do not believe that my interests conflict or appear to conflict with my professional responsibilities.

I have sought an informed opinion on this situation from several registered professionals and a staff member of the College of Applied Biology. None were of the opinion that a conflict exists.

If Crystal Mountain Society, the Galiano Island Local Trust Committee, or any other objective party believes that I may be in conflict, please inform me of the rationale as soon as possible so that I can reassess my understanding accordingly and make any necessary adjustments.

Sincerely,

A solid black rectangular box used to redact the signature of Keith Erickson.

Keith Erickson R.P.Bio.

Top Priorities Report

Galiano Island

2. Groundwater Sustainability

Phase 1 and 2: mapping and data analysis

Phase 3: Implement of mapping and data analysis

- Project Charter - February 2021

Responsible

Narrisa Chadwick

William Shulba

Dates

Rec'd: 02-Apr-2019

Target: 30-Sep-2022



Projects Report

Galiano Island

1. *Parking Issues*

Responsible

Date Received

Issue for discussion with MoTI and public parking issues generated from associated islands.

23-Jul-2012

(see correspondence from P. Midgely on agenda of Apr/12)

2. *Light Industrial Zoning*

Responsible

Date Received

A review and inventory assessment of existing and potential light industrial zones.

18-Nov-2013

3. *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.

04-Feb-2019

- LPC is intending to develop a model bylaw in 2021-22.

Include review the Contiguous Forest Mapping in the Islands Trust Area Report.

4. *Cannabis Retail and production*

Responsible

Date Received

Consider review of policies and regulations to address cannabis retail sales and production

05-Mar-2019

5. *Dock review*

Responsible

Date Received

To review policies and regulations relating to private moorage, including suitable locations, siting and size, and incorporating First Nations sites

02-Apr-2019



Projects Report

Galiano Island

6. *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

7. *Review of forestry land designations, policies and community benefit approaches*

Responsible

Date Received

Project represents a consolidation of a number of previously identified projects with a similar theme related to forestry zoning on Galiano Island. Project scope within previous projects included: current and potential future approaches to community benefit agreements, use of split zoning, F1 forest lot issues, issues regarding lands without managed forest status, amendments to re-designate and rezone crown owned Forest lots (Bylaws 231, 232 at First Reading)

03-Feb-2020

8. *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

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

Responsible

Date Received

01-Jun-2021

10. *Review of LUB water management and cistern regulations*

Responsible

Date Received

02-Nov-2020

Projects Report

Galiano Island

11. <i>Revisit rezoning of DL 87</i>	Responsible	Date Received
--------------------------------------	-------------	---------------

12-Apr-2021



Applications

Development Permit

File Number	Applicant Name	Date Received	Purpose
GL-DP-2021.3	Ted Murray/Ted Murray Architect Inc.	22-Jun-2021	309 MONTAGUE PARK RD - Application for a DP for development in a 2-shoreline and marine DPA encroachment

Planner: Brad Smith

Planning Status

Status Date: 28-Oct-2021

Application on Nov 8, 2021 LTC agenda

Status Date: 31-Aug-2021

Planner provided detailed comments to applicant re next steps - applicant requires biologists report for DPA 2 incursion

Status Date: 11-Aug-2021

Planner conducted site visit and discussed proposal with property owner

File Number	Applicant Name	Date Received	Purpose
GL-DP-2021.4	Gerald Longson Architect AIBC	13-Aug-2021	160 MONTAGUE RD - application for a DP for development in a commercial form and character DPA, x-ref GL-DVP-2021.9

Planner: Brad Smith

Planning Status

Status Date: 28-Oct-2021

Application on Nov 8, 2021 LTC agenda

Status Date: 04-Oct-2021

Site visit scheduled for Oct 4, 2021

Status Date: 30-Aug-2021

Planner to schedule a site visit for early September



Applications

Development Permit

File Number	Applicant Name	Date Received	Purpose
GL-DP-2021.5	Neave O'Shaughnessy	17-Aug-2021	835 STURDIES BAY RD - application for a DP for development in a sensitive ecosystem DPA

Planner: Phil Testemale

Planning Status

Status Date: 28-Oct-2021

Biologist contracted and conducted site visit and preparing report

Status Date: 27-Sep-2021

E-mail request to applicant for Biologist's report requirement.

Status Date: 31-Aug-2021

Planner to schedule a site visit in September

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GL-DVP-2021.10	Robert Gathercole	15-Oct-2021	This Development Variance Permit application (DVP) is replacing the Board of Variance application.

Planner: Phil Testemale

Planning Status

Status Date: 28-Oct-2021

Planner working with applicant on details of application

Status Date: 28-Oct-2021

Applicant requested change from BOV application. December 6 agenda for consideration



Applications

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GL-DVP-2021.5	Ted Murray/Ted Murray Architect Inc.	22-Jun-2021	309 MONTAGUE PARK RD - Application for a variance for siting of a new deck in a rear yard setback
Planner: Brad Smith			
Planning Status			
Status Date: 28-Oct-2021 Application on Nov 8, 2021 LTC agenda			
Status Date: 11-Aug-2021 Planner conducted site visit and discussed proposal with property owner			
Status Date: 07-Jul-2021 Created and sent payt recd ltr to Applicant, emailed AppPkg to LTC; created physical folder. - SR			

File Number	Applicant Name	Date Received	Purpose
GL-DVP-2021.6	Terry Ingram	28-Jun-2021	1665 Sturdies Bay Rd - application for variance relaxations on a septic field
Planner: Phil Testemale			
Planning Status			
Status Date: 27-Sep-2021 November 8, 2021 LTC agenda for consideration			
Status Date: 19-Aug-2021 Application deferred to October 4 agenda. Require information from engineer and possible renotification			
Status Date: 11-Aug-2021 Island Planner conducted site visit and took photos			



Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GL-DVP-2021.7	Gerald Longson Architect AIBC	29-Jun-2021	401 SHOPLAND RD - convert the existing two vehicle bay, workshop and sleeping loft into a cottage all within the structure of the existing building

Planner: Phil Testemale

Planning Status

Status Date: 28-Oct-2021

Application still in deferral at request of applicant

Status Date: 14-Sep-2021

Owners requested deferral. Removed from Oct. 4 agenda

Status Date: 07-Sep-2021

Planner communicated to applicant non-support from staff for current proposal.

File Number	Applicant Name	Date Received	Purpose
GL-DVP-2021.9	Gerald Longson Architect AIBC	13-Aug-2021	160 MONTAGUE RD - Application for a variance for siting of a front entry and HC lift in the front and side yard setbacks

Planner: Brad Smith

Planning Status

Status Date: 28-Oct-2021

Application on Nov 8, 2021 LTC agenda

Status Date: 27-Sep-2021

Site visit scheduled for Oct 4, 2021

Status Date: 25-Aug-2021

updated site plans sent, added to application package -DL



Applications

Rezoning

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2014.1	Crystal Mountain Society	28-Oct-2014	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: Brad Smith

Planning Status

Status Date: 27-Sep-2021

Planner working on covenant, applicant working on installing data logger

Status Date: 31-Aug-2021

Application on Sep 7 agenda

Status Date: 14-Jun-2021

Community Information Meeting completed via Zoom on June 14, 2021

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2019.1	GIGAHS	11-Sep-2019	Georgia View Rd: rezoning application for to amend the OCP and LUB to permit an affordable housing development - Bylaws 276, (OCP), 277 (LUB), 274 (Housing Agreement)

Planner: Brad Smith

Planning Status

Status Date: 07-Oct-2021

Planner met with applicant's consultants to discuss outstanding tasks

Status Date: 27-Sep-2021

Planner working on covenant language - legal review of housing agreement still ongoing

Status Date: 30-Aug-2021

Applicant submitted updated Water Management Plan



Applications

Rezoning

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2019.2	Gauvreau, Lisa	01-Oct-2019	Application to amend the LUB rezone to commercial - Bylaw 271 (LUB)

Planner: Brad Smith

Planning Status

Status Date: 28-Oct-2021

Application on Nov 8, 2021 LTC agenda for 4th reading/final adoption

Status Date: 27-Sep-2021

Amending bylaw given 3rd reading by LTC Sep 7, on October 6th Executive Committee for approval prior to LTC consideration of 4th reading adoption

Status Date: 31-Aug-2021

Application on Sep 7, 2021 agenda

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2020.1	KING, FRED & DEBBIE	27-Oct-2020	51 Galiano Way - Application for rezoning to amend the OCP to permit residential use - Bylaw 279 (LUB)

Planner: Brad Smith

Planning Status

Status Date: 28-Oct-2021

Applicant working on DAI TOR items

Status Date: 31-Aug-2021

Planner to contact applicant for status update

Status Date: 22-Jun-2021

Applicant working on TOR items - no clear timeline for coming back to LTC



Applications

Rezoning

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2021.1	New Commons Development	08-Mar-2021	409 Porlier Pass Road - Application for rezoning to amend the LUB to permit an affordable housing development with a total of 20 units (within 4 buildings). Bylaw 280 (LUB)

Planner: Brad Smith

Planning Status

Status Date: 28-Oct-2021

CIM completed October 23, 2021

Status Date: 28-Oct-2021

Application on Nov 8, 2021 LTC agenda

Status Date: 27-Sep-2021

Staff working on covenant language

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2021.2	Andy Gaylor of McElhanney Ltd.	16-Aug-2021	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. And to allow a small enclosed sawmill in proposed F3 zoned area.

Planner: Brad Smith

Planning Status

Status Date: 28-Oct-2021

Preliminary staff report planned to be on Dec 6, 2021 agenda

Status Date: 10-Sep-2021

DAI TOR provided to applicant

Status Date: 31-Aug-2021

Planner to provide TOR to applicant in September



Applications

Subdivision

File Number	Applicant Name	Date Received	Purpose
GL-SUB-2020.1	Mitchell, Glen	19-Dec-2019	GIGHARS - Proposed two lot conventional subdivision referral of Lot 1 District Lots 30 and 31

Planner: Brad Smith

Planning Status

Status Date: 18-May-2021

Applicant has received preliminary conditions approval letter from MOTI - subdivision subject to successful rezoning

Status Date: 19-Feb-2021

Applicant working on referral report items

Status Date: 15-Dec-2020

Referral report reviewed with applicant

File Number	Applicant Name	Date Received	Purpose
GL-SUB-2021.1	Lawrence Waterfall	09-Jul-2021	350 MARY ANN POINT RD - Referral of a subdivision application for 3 new lots

Planner: Phil Testemale

Planning Status

Status Date: 17-Sep-2021

Terms of Reference for Hydrogeologist's proof of potable water sent to applicant.

Status Date: 10-Sep-2021

Revised response for updated plan (park dedication removed - 2021-08-08) sent to MoTI. cc'd to LTC, CRD, GIPRC and Freshwater Specialist

Status Date: 19-Aug-2021

Revised subdivision layout plan received

Islands Trust
LTC EXP SUMMARY REPORT F2022
Invoices posted to Month ending September 2021

625 Galiano	Invoices posted to Month ending September 2021	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-625	LTC "Trustee Expenses"	331.00	165.00	166.00
LTC Local				
65200-625	LTC - Local Exp - LTC Meeting Expenses	4,771.00	1,367.85	3,403.15
65210-625	LTC - Local Exp - APC Meeting Expenses	370.00	798.84	-428.84
65220-625	LTC - Local Exp - Communications	250.00	1,860.68	-1,610.68
65230-625	LTC - Local Exp - Special Projects	294.00	0.00	294.00
TOTAL LTC Local Expense		<u>5,685.00</u>	<u>4,027.37</u>	<u>1,657.63</u>
Projects				
73001-625-2002	Galiano OCP/LUB	1,500.00	1,106.97	393.03
73001-625-4114	Galiano Groundwater Strategy Implementation	2,500.00	129.15	2,370.85
73001-625-4121	Galiano Healthy Watersheds Initiative	20,000.00	137.27	19,862.73
TOTAL Project Expenses		<u>24,000.00</u>	<u>1,373.39</u>	<u>22,626.61</u>

Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2020-042 (Standing)	Carried	08-Sep-2020
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.		
2020-041 (Standing)	Carried	06-Jul-2020
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.		

Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2020-013 (Standing)	Carried	03-Feb-2020
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.		
2019-057 (Standing)	Rescinded	08-Jul-2019
that the Galiano Island Local Trust Committee initiate a moratorium on new TUP applications until the STVR project is completed and that bylaw enforcement is directed to require that unlawful STVRs comply with the land use bylaw.		
2019-053 (Standing)	Carried	03-Jun-2019
that the Local Trust Committee seek to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission (TRC) Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavours to:		
a) Annually, write a letter to First Nations, (re)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 First Nations to attend meetings; as well as, provide a traditional welcome to their territory if they would like;		
c) Work with First Nation governments on cooperative initiatives, including and 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 First Nation governments on engagement principles for inclusive land use, marine use, and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols;		
e) Establish and maintain government-to-government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations' traditional territories within the Islands Trust Area.		



Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2019-014 (Standing) 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) that the Galiano Island Local Trust Committee endorses the Telecommunication strategy Project Charter dated June 22, 2016	Carried	04-Jun-2018



Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2016-000 (Standing)	Rescinded	05-Dec-2016
Without fettering its discretion, the LTC provided the following guidance with respect to its consideration of TUP applications for Commercial Vacation Rentals:		
1. A Commercial Vacation Rental use should only be considered in one dwelling per lot 2. Permits being considered in Water Management Areas should include conditions requiring cisterns with a minimum capacity of 16,000 litres and a water meter. 3. In order to assist in assessing cumulative impacts, staff are requested to continue to provide an updated map showing the location, status, and maximum number of guests of all Commercial Vacation Rental TUP applications.		
2014-029 (Standing)	Carried	07-Apr-2014
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.		
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.		

Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2011-205 (Standing) 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.	Carried	17-Oct-2011
2010-115 (Standing) 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.	Carried	18-Oct-2010
2009-085 (Standing) That staff refer all applications adjacent to a park or ocean access to the Galiano Island Parks and Recreation Commission for comment	Carried	11-May-2009

From: Brad Smith <bsmith@islandstrust.bc.ca>

Sent: Thursday, October 28, 2021 1:46 PM

To: Jane Wolverton <jwolverton@islandstrust.bc.ca>; Jas Chonk <jchonk@islandstrust.bc.ca>; Galiano Island Local Trust Committee <GalianoIslandLocalTrustCommittee@islandstrust.bc.ca>

Cc: William Shulba <wshulba@islandstrust.bc.ca>

Subject: RE: Galiano LTC Nov 8th Meeting - Draft Agenda Cover for Your Review and Comments

Please add Observation Well Installation under new business

Proposed Resolution

“That the Galiano Island Local Trust Committee direct the Islands Trust Freshwater Specialist to develop a project charter that considers the installation of Observation Well equipment in the unused well at the Galiano Community Hall and registration of the Observation Well with the Province of BC.”

Background:

“The Galiano Island Trustees privately raised the funds in the Galiano community for Observation Well equipment to be installed in an unused well at the Galiano Community Hall. The equipment has been purchased and a Galiano pump installer has agreed to install the equipment on a volunteer basis. The calibration would be done by William Shulba and the volunteer. In addition, William Shulba would ensure that the provincial monitoring system is updated with this well. Currently, there are only two monitoring wells on Galiano. This additional well would provide very useful data for an area of the island in which there are many water users.”

Brad Smith, PAg

Island Planner, Southern Team

(778) 679-5185 | bsmith@islandstrust.bc.ca

[Islands Trust](#) Preserving and protecting over 450 islands and surrounding waters in the Salish Sea.

From: Jane Wolverton <jwolverton@islandstrust.bc.ca>

Sent: Thursday, October 28, 2021 1:37 PM

To: Jas Chonk <jchonk@islandstrust.bc.ca>; Galiano Island Local Trust Committee <GalianoIslandLocalTrustCommittee@islandstrust.bc.ca>

Cc: Brad Smith <bsmith@islandstrust.bc.ca>; Phil Testemale <ptestemale@islandstrust.bc.ca>

Subject: RE: Galiano LTC Nov 8th Meeting - Draft Agenda Cover for Your Review and Comments

Hi All, I sent a brief item to Brad for inclusion in this agenda. Regards, Jane

[Preserving and protecting over 450 islands and surrounding waters in the Salish Sea](#)

I am thankful to live and work in the traditional and treaty territories of the BOKÉĆEN, Cowichan Tribes, Halalt, Homalco, K'ómoks, Klahoose, Ts'uubaa-asatx, Lək'wəŋən (SXIMEŁŁ, Songhees, T'Sou-ke), Lyackson, MÁLEXEL, Penelakut, Qualicum, Scia'new, səłilwataŋ, SEMYOME, Shíshálh, Snaw-naw-as, Snuneymuxw, Skwxwú7mesh, SṠÁUTW, Stz'uminus, Tla'amin, Tsawwassen, We Wai Kai, Wei Wai Kum, WJOŁŁP, WSIKEM, and xʷməθkʷəŋəm.

Jane Wolverton

Galiano Island Local Trustee – Islands Trust

jwolverton@islandstrust.bc.ca



Updated: October 15, 2021

GALIANO ISLAND LOCAL TRUST COMMITTEE

NOTICE OF 2022 BUSINESS MEETINGS

THE LTC HAS ADOPTED THE FOLLOWING DATES FOR ITS 2022 MEETING SCHEDULE.
MEETINGS ARE SUBJECT TO CHANGE. PLEASE VISIT THE GALIANO LTC WEBSITE FOR
UP-TO-DATE SCHEDULE INFORMATION. THE LTC WILL MEET ON THE FIRST MONDAY OF EACH
MONTH @12:30 P.M. UNLESS OTHERWISE NOTED*

DATE	LOCATION
February 7	TBD
March 7	TBD
April 4	TBD
May 2	TBD
June 6	TBD
July 4	TBD
September 6 ¹ * (Thursday Tuesday)	TBD
October 3	TBD
November 7	TBD
December 5	TBD

These are regular business meetings of the Local Trust Committee, where they will consider items such as bylaws, applications, and correspondence.

ELECTRONIC MEETINGS: You will be able to join the meeting with a ZOOM Webinar link. The links will be available on the news webpage prior to the meeting on our news landing page here:

<http://www.islandstrust.bc.ca/islands/local-trust-areas/galiano/>

Website: www.islandstrust.bc.ca/galiano

Email: southinfo@islandstrust.bc.ca

Phone: 250-405-5151