



Galiano Island Local Trust Committee Regular Meeting Agenda

Date: March 2, 2020
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 - 1:20 PM	
6.	COMMUNITY INFORMATION MEETING		
	None		
7.	PUBLIC HEARING		
	None		
8.	MINUTES	1:20 PM - 1:40 PM	
8.1	Local Trust Committee Minutes Dated February 3, 2020 (for Adoption)		4 - 11
8.2	Section 26 Resolutions Without Meeting Report - None		
8.3	Advisory Planning Commission Referral Report Dated December 12, 2019 (for Receipt)		12 - 22
9.	BUSINESS ARISING FROM MINUTES	1:40 PM - 1:50 PM	
9.1	Follow-up Action List Dated February 2020		23 - 25
10.	DELEGATIONS		
11.	CORRESPONDENCE		
<i>Correspondence received concerning current applications or projects is posted to the LTC webpage</i>			

12.	APPLICATIONS AND REFERRALS	1:50 PM - 2:30 PM	
12.1	GL-TUP-2020.2 (MacKinnon – renewal of GL-TUP-2016.10) - Staff Report (attached)		26 - 35
12.2	GL-RZ-2019.1 (GIGARHS) - Staff Report (attached)		36 - 39
13.	LOCAL TRUST COMMITTEE PROJECTS	2:30 PM - 3:00 PM	
13.1	STVR Review Project – Consultation Summary - Staff Report (attached)		40 - 59
14.	REPORTS	3:00 PM - 3:20 PM	
14.1	Work Program Reports (attached)		
14.1.1	<u>Top Priorities Report Dated February 2020</u>		60 - 60
14.1.2	<u>Projects List Report Dated February 2020</u>		61 - 63
14.2	Applications Report Dated February 2020 (attached)		64 - 69
14.3	Trustee and Local Expense Report Dated December 2019 (attached)		70 - 70
14.4	Adopted Policies and Standing Resolutions (attached)		71 - 74
14.5	Local Trust Committee Webpage		
14.6	Islands Trust Conservancy Report - None		
15.	NEW BUSINESS	3:20 PM - 3:30 PM	
15.1	Galiano Island Advisory Planning Commission Minutes Dated December 11, 2019 - Discussion		75 - 77
16.	UPCOMING MEETINGS		
16.1	Next Regular Meeting Scheduled for April 6, 2020 at the South Community Hall, Galiano Island		
17.	TOWN HALL	3:30 PM - 4:00 PM	

18. CLOSED MEETING (Distributed Under Separate Cover)

18.1 Motion to Close the Meeting

That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s. 90(1)(d)(g) [insert relevant sections] for the purpose of considering:

- *Adoption of In-Camera Meeting Minutes Dated September 9, 2019 and February 3, 2020*
- *Legal Advice*

AND that the recorder and staff attend the meeting.

18.2 Recall to Order

18.3 Rise and Report

19. ADJOURNMENT

4:00 PM - 4:00 PM



DRAFT

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

Galiano Island Local Trust Committee

Minutes of Regular Meeting

Date: February 3, 2020
Location: Galiano South Community Hall
141 Sturdies Bay Road, Galiano Island, BC

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

Staff Present: Brad Smith, Island Planner
Carly Bilney, Recorder

Public: There were approximately 15 members of the public.

1. CALL TO ORDER

Chair Rogers called the meeting to order at 12:30 p.m. He acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations, particularly the Penelakut.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- Item 15.3 was added – Galiano Island Advisory Planning Commission - Referral Report: Climate Change Mitigation and Adaption; and
- The APC Minutes of November 22, 2019 were added for receipt under item 8.3.

By general consent the agenda was approved, as amended.

3. TRUSTEE REPORT

Trustee Rockafella invited input on the Local Trust Committee (LTC) budget and noted the consultation period ends February 9, 2020.

Trustee Wolverton reported on the following:

- A small amount of diesel that was spilled on Gustin Road in December 2019;
- One member of the community inquired about development permits for installing solar panels on the foreshore versus removing trees to install them inland; and
- The Dust and Bones film, which was presented on February 2, 2020 with a packed audience at the South Hall.
-

4. CHAIR'S REPORT

Chair Rogers reported on the following:

- Recent meetings he attended regarding financial planning and general administration of Island's Trust (IT);
- Acknowledging the petition that has been filed naming the Galiano LTC as the respondent; and
- The LTC will soon be preparing a statement and legal response on the matter, which is currently under review by IT lawyers.

5. TOWN HALL AND QUESTIONS

A member of the public commented on a need for closer staff analysis of Short Term Vacation Rentals (STVR).

A member of the public highlighted an error in the LTC minutes of December 9, 2019 and noted Galiano Green applied to the Regional Housing Trust Fund, which is administered by the Capital Regional District (CRD), and not to BC Housing.

Discussion was held about budgetary decisions that were made to develop a new IT website and social media program.

Some community members expressed appreciation to the LTC for hosting the screening of the film Dust and Bones. There was discussion about how the public can continue to learn about how different places in the Gulf Islands have been used for thousands of years. It was noted that there is a provincial archaeological database to which IT staff has access.

6. COMMUNITY INFORMATION MEETING

None

7. PUBLIC HEARING

None

8. MINUTES

8.1 Local Trust Committee Minutes

8.1.1 November 23, 2019 Regular Minutes (for Adoption)

By general consent the Local Trust Committee meeting minutes of November 23, 2019 were adopted as presented.

8.1.2 December 9, 2019 Regular Minutes (for Adoption)

An amendment was made to the fourth bullet under item 6 to note that Galiano Green applied to the Regional Housing Trust Fund, and not to BC Housing.

An amendment was made to note that Trustee Wolverton was recused from the meeting during discussion of item 12.2 (GIGARHS).

By general consent the Local Trust Committee meeting minutes of December 9, 2019 were adopted as amended.

8.1.3 December 9, 2019 Public Hearing Record (for Receipt)

Remove "She suggested giving MpTI the option to re-route." from page 18.

By general consent the Local Trust Committee meeting minutes of December 9, 2019 were adopted as amended.

8.2 Section 26 Resolutions Without Meeting Report

None

8.3 Advisory Planning Commission Minutes Dated November 22, 2019 and December 11, 2019 (for Receipt)

GL-2020-001

It was Moved and Seconded,

that staff bring back for discussion the APC minutes of December 11, 2019 regarding communication of the Road Network Plan at the April 6, 2020 LTC meeting.

CARRIED

9. BUSINESS ARISING FROM MINUTES

9.1 Follow-up Action List Dated January 2020

Planner Smith reviewed the Follow-up Action List as provided in the agenda package.

10. DELEGATIONS

None

11. CORRESPONDENCE

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

12. APPLICATIONS AND REFERRALS

12.1 GL-RZ-2019.2 (Gavreau) - Staff Report

Planner Smith reviewed the staff report regarding GL-RZ-2019.2.

Trustee Rockafella noted the LTC has taken water use on the property into consideration and suggested the Directives Only Check List be amended by replacing the N/A next to 4.4.2 with a check mark (page 35 of the agenda package) to show that the bylaw is consistent with the policy from the Policy Statement.

Discussion was held on whether this application should be referred to the Penelakut for input. It was noted that the IT First Nations specialist commented on how the site has been developed and redeveloped in the past. The LTC requested that, in general

reference to all staff reports relating to land use applications, advice from the IT First Nations specialist on broader potential impacts to First Nations rights and interests be included in future staff reports.

GL-2020-002

It was Moved and Seconded,

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 read a first time.

CARRIED

GL-2020-003

It was Moved and Seconded,

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 read a second time

CARRIED

GL-2020-004

It was Moved and Seconded,

that the Galiano Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directive Policies Checklist and determined that proposed Bylaw No. 271 is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

GL-2020-005

It was Moved and Seconded,

that the Galiano Island Local Trust Committee direct staff to schedule a Public Hearing for Bylaw No. 271.

CARRIED

GL-2020-006

It was Moved and Seconded,

that the Galiano Island Local Trust Committee direct staff to schedule a Community Information Meeting in conjunction with the Public Hearing for Bylaw No 271.

CARRIED

12.2 Covenant FB 81092 Lot 3 Discharge Request (Simone) - Staff Report

Planner Smith reported on Covenant FB 81092.

GL-2020-007

It was Moved and Seconded,

that the Galiano Island Local Trust Committee accepts the discharge of Section 219 covenant FB81092 registered on Lot 3 Section 2 Galiano Island Cowichan District Plan VIP83509 (Lot 3, 861 Bluff Road) and designates the Chair of the Local Trust Committee to sign the discharge of the covenant.

CARRIED

A break was held between 1:30 p.m. and 1:55 p.m.

12.3 Salt Spring Island Local Trust Committee Bylaw No. 471 Referral

GL-2020-008

It was Moved and Seconded,

that the Galiano LTC would respond to the Bylaw Referral Form that its interests are unaffected by Bylaw 471.

CARRIED

12.4 Salt Spring Island Local Trust Committee Bylaw 518 Referral

GL-2020-009

It was Moved and Seconded,

that the Galiano LTC would respond to the Bylaw Referral Form that its interests are unaffected by Bylaw 518.

CARRIED

13. LOCAL TRUST COMMITTEE PROJECTS

13.1 Results of STVR Public Engagement - Staff Memo

Planner Smith summarized the results of the STVR public engagement and survey. Discussion followed about the lack of community consensus related to STVRs.

Planner Smith commented that the next steps will include further analysis of the report and recommendations made by IT staff to the Galiano LTC.

14. REPORTS

14.1 Work Program Reports

14.1.1 Top Priorities Report Dated January 2020
Received for information.

14.1.2 Projects List Report Dated January 2020
Received for information.

14.1.2.1 Updates to LTC Projects List (this was deferred from December) - Staff Report
Received for information.

GL-2020-010

It was Moved and Seconded,

that the Galiano LTC adopt the changes recommended in the December 9, 2019 Memorandum "Updates to Local Trust Committee Projects List."

CARRIED

14.2 Applications Report Dated January 2020

Planner Smith reviewed the Applications Report.

Trustee Wolverton declared that she had a conflict of interest with the GIGARHS application.

Trustee Wolverton left the meeting at 2:15 p.m.

Planner Smith reviewed the GIGARHS application. He noted there will be a CIM on March 7, 2020 after which the LTC can decide how to proceed.

William Shulba, the Island's Trust senior freshwater specialist, will be in attendance at the meeting.

The LTC moved up item 16.2's resolution.

GL-2020-011

It was Moved and Seconded,

that the LTC direct staff to schedule a special meeting for March 7, 2020 for the purpose of holding a community information meeting for rezoning application GL-RZ-2019.1 (GIGARHS) and that staff undertake a mailout to notify community members of the event.

CARRIED

Trustee Wolverton returned to the meeting at 2:18 p.m.

14.3 Trustee and Local Expense Report Dated November 2019

The LTC reviewed the Local Expense Report as included in the agenda package.

14.4 Adopted Policies and Standing Resolutions

GL-2020-012

It was Moved and Seconded,

that staff draft an introduction letter to the appropriate local First Nations in accordance with standing resolution 2019-053.

CARRIED

14.5 Local Trust Committee Webpage – N/A

14.6 Islands Trust Conservancy Report Dated November 2019

Received for information.

15. NEW BUSINESS

15.1 Advisory Planning Commission - Staff Memo

Chair Rogers reviewed the staff memo regarding the Galiano APC and commented on the important work that former APC Chair Sheila Anderson has done for many years.

GL-2020-013

It was Moved and Seconded,

that the Galiano Island Local Trust Committee request that prior to expiration of Advisory Planning Commission members terms of office, staff write to commissioners asking if they wish to be reappointed and also advertise for expressions of interest for new commissioners.

CARRIED

15.2 Trustee Wolverton's work with Penelakut Tribe and UBCM Grant - Update and Discussion

Trustee Wolverton commented that the CRD is willing to support this project.

15.3 Galiano Island Advisory Planning Commission - Referral Report: Climate Change Mitigation and Adaption

Discussion took place about how best to incorporate recommendations from the APC Climate Change Report into the LTC list of projects and priorities.

GL-2020-014

It was Moved and Seconded,

that the LTC adds pursuing a strategy around climate change mitigation and adaptation to its Projects List.

CARRIED

16. UPCOMING MEETINGS

16.1 Next Regular Meeting Scheduled for March 2, 2020 at the South Community Hall, Galiano Island

16.2 March 7, 2020 Community Information Meeting re Affordable Housing

Trustee Wolverton recused herself while the following motion was tabled.

The resolution for item 16.2 was read and passed during item 14.2.

17. TOWN HALL

Trustee Wolverton recused herself from the meeting while members of the public were given the opportunity to comment on GIGARHS.

Concerns were shared regarding water use in the area. Trustee Wolverton returned to the meeting following the comments made specific to the GIGARHS application.

There was some discussion about the need for a greater understanding of how STVRs affect the availability of long-term housing, and how this data is difficult to quantify.

The public was excused at 3:07 p.m.

18. CLOSED MEETING

GL-2020-015

It was Moved and Seconded,

that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1)(g) for the purpose of considering litigation or potential litigation affecting the Islands Trust.

CARRIED

18.2 Recall to Order

Chair Rogers recalled the meeting to order at 3:28 p.m.

18.3 Rise and Report

There was none to report.

19. ADJOURNMENT

By general consent the meeting was adjourned at 3:28 p.m.

Dan Rogers, Chair

Certified Correct:

Carly Bilney, Recorder

Galiano Island Advisory Planning Commission

Referral Report: Climate Change Mitigation and Adaption

December 12, 2019

REFERRAL DESCRIPTION

The Galiano Island Advisory Planning Commission (APC) received the following referral on September 19, 2019, subsequent to the following resolution made by the Galiano Island Local Trust Committee on September 9, 2019.

LTC Resolution GL-2019-067 to refer the climate adaption and mitigation strategy report to the Galiano APC to make specific recommendations on strategies.

DOCUMENTS INCLUDED WITH REFERRAL

The following two reports were included for our review and reference:

1. Report on Climate Change Adaptation and Mitigation Strategies by the Islands Trust, dated May 23, 2019, prepared by IT CAO Russ Hotsenpiller
2. Climate Change Emergency Declaration – Local Planning Tools for Mitigation and Adaptation, dated May 30 2019, prepared by David Marlor, IT Director Local Planning Services

OTHER INFORMATION GATHERED

- OCP and LUB- Reviewed
- APC member Bowie Keefer shared discussion papers on the topic of Forest Restoration to “Reduce Wildfire Risk”, “Island and Inter-Island Trail Networks”, and “A National Program to Stabilize Forest Carbon Sink”.
- On November 22, 2019 we received interesting presentations from community members Risa Smith, IUCN WCPA Climate Change Specialist Group Leader, and Andrew Simon, Ecologist.
- <https://coastal.climatecentral.org>
- The BC Energy Step Code https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/construction-industry/building-codes-and-standards/guides/bcenergystepcode_guide_v1.pdf
- “Waterline Galiano Groundwater Study 2011” and “Galiano Groundwater Regulation Review 2012”
- Chapter 8, Impacts on Water Resources, “Roads and the Environment: A Handbook”.

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Introduction

Climate Change is recognized as a global crisis, with challenges much larger than anything one island can solve. However, it is important to recognize that Galiano Island and its community has something to offer and contribute for British Columbia's adaptation to and mitigation of the effects of climate change.

The GIAPC offers the following recommendations and priorities for Galiano's LTC to consider enacting in policy and process to best enable our island (its land base and human and non-human communities) to weather the challenges of climate change over time.

Climate Change Mitigation and Adaption

Update Greenhouse Gas Reduction Target

The APC recommends that greenhouse gas reduction targets be updated to reflect current science and project further into the future.

CC Recommendation #1: That the LTC take steps to update our OCP's GHG reduction target by updating it and looking ahead to 2050.

Land Use Application Assessment of Climate Change Impacts

Appendix 1 of Mr. Marlor's report to Trust Council informs us that climate change impacts are considered in staff reports. What is not clear is to what standard this assessment is being done, or will be done, what data or other information will be gathered as a basis for that assessment. The APC considered that it might be most efficient to have such guidelines and checklist developed at Trust Council level given the Climate Change Emergency declaration.

CC Recommendation #2: That the LTC develop guidelines and a checklist to assist staff in their assessment of climate change impacts in report writing, and that the LTC encourage this to be done on a Trust-wide basis.

Avoid Emphasis on "Village" Type Development

The APC does not agree with the notion of moving away from large lots to small compact "villages" residential areas. Our historic patterns of development have included clustered areas of village or rural residential development surrounded by the larger rural acreages or the even larger parcels in the Forest designation.

Our OCP Principle e. sums it up well with "*Islanders have chosen space, privacy and aesthetic qualities over urban conveniences...*" We think that there is overall benefit to clustering within new residential development, but not to the extent or concentration that it becomes a village.

Expanding areas of higher residential density to a village concentration seems problematic from the standpoint of the island's groundwater dependence. Most of our "water management areas" are those with the smallest lot sizes and highest density. Heading into periods of increased drought this does not

seem like a worthwhile solution to pursue. It appears there is a strong correlation between development density, overdrawn aquifers and saltwater intrusion.

CC Recommendation #3: That the LTC not prioritize the clustering of developments into larger concentrations of higher density residential “villages” due to groundwater management concerns.

The APC is not opposed to the possibility of new commercial services zones geared to the resident community’s needs being considered in suitable locations of North Galiano if it helped reduce the need for North Galiano residents travelling all the way to South Galiano for supplies and help reduce GHG emissions.

The APC agrees with enacting existing Official Community Plan (OCP) climate change policies, such as amending parking requirements to require alternatives to parking spaces, and requiring new development to utilize building technology that minimizes energy use, through specific amendments to the Land Use Bylaw (LUB).

CC Recommendation #4: That the LTC take steps to ensure that all existing OCP Climate Change Policies are enacted through additions or amendments to the Land Use Bylaws.

We have had policies encouraging non-motorized travel, and identified cycle path routes included in our OCP for many years, but none have been constructed in spite of numerous rezoning and subdivision approvals in that time. It appears this is because the needed land use regulations are not in place. This need is heightened in the face of climate change.

CC Recommendation #5: That the LTC review and amend our OCP and LUB to ensure that needed improvements to OCP identified cycle routes and improvements to public road shoulders for pedestrian use, will be constructed as a requirement of rezoning and subdivision.

The APC note that some other Trust Area islands have achieved varying degrees of rural community bus service. Even a regular but part time service that is reliable could encourage people to travel to island services and the ferry that way. It could also help reduce the parking congestion at Sturdies Bay and in general encourage foot travel on the ferry. Funding is clearly the constraint, but we feel the LTC could play a role in lobbying other levels of government to fund rural community buses. We also note that drivers should be paid rather than voluntary, as this economically supports residents.

CC Recommendation #6: The APC recommend that the LTC should support efforts to gain Provincial support for a rural bus service for the resident population of the island, as well as visitors.

Building Efficiency

With regards to reducing the heating and cooling requirements for buildings we think the main emphasis is for the heating component in this region. The APC also consider that it would be a good time, given the climate crisis, for the LTC to consider setting a maximum area limit for dwellings. Excessively large homes consume more to heat and cool than more reasonably sized dwellings. A limit to dwelling size could also help reduce the overall consumption of resources by the construction.

CC Recommendation #7: That the LTC initiate OCP and LUB amendments to enact a maximum dwelling size.

The APC would prefer to see public education used to encourage measures to reduce heating requirements, rather than see a Development Permit area for this. The APC expects that public awareness combined with costs of heating will produce the desired result of improving building efficiency. There are so many unique aspects to individual dwelling sites. It seems like decisions about keeping trees close to the dwelling to provide shelter and shade may not always be ideal given prevailing winds, exposure and potential for more serious storms with climate change. These decisions should be left to the landowner.

The APC suggests that having free (or very affordable) landowner consultation from a climate change adaptation and mitigation expert would allow the public to get knowledgeable advice on ways to best develop or adapt their properties and residences to climate change, through improvements to building efficiency and nature-based solutions for runoff and erosion. This could be funded by CRD or Islands Trust.

CC Recommendation #8: That the LTC not create a DPA for energy efficiency in buildings, but alternatively lobby the CRD and/or Islands Trust to fund landowner consultation/education opportunities to educate landowners on how they can best adapt their properties and buildings to climate change.

Sea Level Rise and Storm Surge Risk to Buildings

As reported in the referred documents, the Provincial Approving Officer is currently requiring at time of subdivision a covenant for 15 metre set back and 1.5 metres elevation above sea level for buildings and structures. This is a precautionary and responsible move however it will only be affecting new subdivisions. Meanwhile our setback requirements from the sea is only 7.5 metres.

New buildings and structures on existing lots will still need to be assessed in areas particularly vulnerable to rising sea levels, flooding and storm surges. The APC think that creating a new DPA or management area that identifies all areas of Galiano that are at risk of these impacts would be a good approach, rather than increasing setbacks from the shore in all zones across the board. APC members did have concerns about the administrative and cost burden of requiring these land owners to take out a Development Permit. The commission considered that defining the vulnerable areas as “Rising Sea and Flood Management Area” could apply specific setbacks and site-specific assessment requirements to such management areas.

As an example, areas of high risk from sea level rise and storm surges can be identified through the Climate Central interactive map below. It enables the range of forecast to be varied, and can combine sea level rise with storm surge vulnerability. This type of information, combined with public education for landowners in the DPA or management area, can help Galiano’s landowners and residents understand the risks and prepare accordingly. We recommend the LTC create either a DPA or management area to help waterfront landowners plan their renovations or building using relevant information about sea level rise and storm surge risks. This prioritizes safety in the long-term.

<https://coastal.climatecentral.org>



The above screenshot is based on 2050 projections with a modest climate scenario.

CC Recommendation #9: That the LTC create a DPA/Management Area for building or renovations in areas particularly vulnerable to rising sea levels, flooding and storm surges. Geographic boundaries of this Area should be updated as new information becomes available, to best reflect existing science and expectations of risk and climate impacts.

Drought Management

Groundwater Management and Saltwater Intrusion

Research has shown that both sea level rise and aquifer pumping (overdrawing of wells) will encourage and exacerbate salt water intrusion. As sea levels rise, when wells are being overdrawn, and/or when drought occurs, the saltwater “front” underground will move upwards, overtaking the previously fresh groundwater area ([US EPA, 2016](#)). In the Gulf Islands, our fresh groundwater floats as a “lens” above the saltwater ([Province of BC, 2016](#)).

As a small, narrow island, the majority of Galiano’s aquifers are coastal, with the majority of development also along the waterfront. This development distribution combined with sea level rise and pressure on groundwater resources places Galiano’s water supply in increasing risk. The Province of BC’s [Best Practices for Prevention of Saltwater Intrusion](#) report outlines what areas are most at risk. Their description is a perfect match for Galiano’s coastlines, particularly at the south end.

The result of overuse and mismanagement of groundwater resources has been seen in our region. Saltwater has been found at <50m depth for instance, in areas on Mayne and Salt Spring islands, in Saanich and Parksville ([Province of BC, 2016](#)).

Aquifers once contaminated, can take many years to recover, if they do at all, from saltwater intrusion. We have a narrowing window of opportunity to change the fate of Galiano’s groundwater and manage it wisely for future generations and our community today.

The APC recommends the prioritization of groundwater management for drought mitigation. The APC views groundwater depletion and overuse as one of the most pressing issues for Galiano Island under climate change.

To support groundwater protection on Galiano for mitigating drought, the APC recommends:

CC Recommendation #10: The voluntary installation of water meters on wells across the island, permitting the Islands Trust and Galiano community to geographically quantify and monitor groundwater use for baseline data and long-term management.

CC Recommendation #11: Protect large tracts of land in natural forest ecosystems, particularly in recharge areas to assist in groundwater recharge, runoff reduction, biodiversity protection and other benefits.

CC Recommendation #12: Expand protective DPA boundaries around ponds, wetlands and streams to give greater protection and strengthening resilience and health of those ecosystems and their ability to sustain our groundwater recharge.

CC Recommendation #13: Implement the recommendations put forward in the Waterline Regulation Review Report [May 10 2012].

CC Recommendation #14: Ensure that LUB regulations 13.18 and 13.19 apply to all development, rezoning and/or subdivision, and Highway Reservation Covenants, to avoid roads being constructed that divert the flow of a surface watercourse or divert or contaminate in any way a groundwater aquifer, avoiding road building that involves deep cut and fill whenever possible and minimizing the extent of cutting and filling required to construct any roadway.

CC Recommendation # 15: Expand DPA 4 to include the area identified in the 1998 Kohut and Johansen Groundwater Report as probable recharge area, and not be limited to elevations over 140 metre elevation.

Rainwater Collection

The use of rainwater as a supplemental water source for non-potable uses is something the APC encourages for drought adaptation and groundwater management. There is opportunity for the LTC to review existing bylaws relevant to rainwater catchment, and update to ensure effective implementation. One example we highlight is the requirement for new builds to include 16,000L of storage for rainwater catchment. However, there is no requirement for these tanks to be connected and actively used.

CC Recommendation #16: That the LTC investigate a means the LUB can ensure that rainwater catchment and storage equipment required for new construction is actually hooked up and used for non-potable uses.

Increased Fire Risk

We generally associate increased fire risk on Galiano with extended dry droughty weather conditions, especially when combined with strong winds. From our experience living here we know that these conditions usually occur in the summer and early fall seasons. High risk and open burning are restricted to varying degrees during these times according to Provincial regulations and CRD bylaws.

In the shoulder seasons, that may also experience periods of low rainfall and winds, open burning can heighten the risk of forest fire. Open burning requires careful and educated management to minimize the risks to all.

The APC sees the existing recently updated fire rules as adequate, however feels that many of Galiano's residents, both new and old, and visitors are not as a rule well enough informed about these rules and regulations. This lack of knowledge and awareness increases risk, particularly in the summer and shoulder months. Every risky action from tossing a cigarette butt to lighting a burn pile too close to nearby structures and forest vegetation, can lead to an out of control fire that could threaten many people, homes, wildlife and the forests.

To reduce fire risk, the APC recommends that the LTC lobby the CRD to fund the following:

CC Recommendation #17: Ongoing annual effective public education on the rules on open burning, and restricted high risk activities during periods of drought-induced high or extreme fire risk.

CC Recommendation # 18: Enforce significant or repeated violations of the burning regulations with fines.

CC Recommendation #19: Public education to encourage people to burn less garden and yard waste and compost whenever possible.

In dealing with vegetative waste, the APC considers that landowners and developers should do so on the property where the waste has originated. Having a community chipper has been suggested as a way to reduce burn piles. However, the APC consider that the practicalities, liability issues and GHG impacts require more thorough assessment. We think encouraging and supporting efforts to educate residents and landowners on more sustainable methods of disposing of smaller vegetative waste would be preferred.

The state of our island forests plays a role. Some tree and shrub species are particularly fire resistant, but may be affected adversely by climate changes to come. We discussed how by thinning of overcrowded second growth stands and encouraging natural species diversity in those areas could possibly help reduce forest fire spread. Provincial regulation on the management of all private forest land for sustainability and diversity would be very helpful.

The APC feels strongly that the LTC can play a pivotal role in Galiano's emergency preparedness for fire events, as well as natural disasters, through the following recommendations:

CC Recommendation #20: Ensure that at every land use decision, emergency access and egress routes are protected or created to allow passable and accessible emergency routes.

CC Recommendation #21: Ensure that all residential neighbourhoods have emergency access and egress options in the event of the public road system being blocked or otherwise impassable.

CC Recommendation #22: Ensure that private roads accessing forest lands are maintained to a standard that allows emergency services to pass, in order to quickly access and manage forest fires and help people in distress.

CC Recommendation #23: The LTC in land use decisions should continue to seek Sustainable Forestry Covenant when suitable, to encourage landowners to include in their management plans forest thinning for second growth forests stands, and encourage natural tree and shrub species diversity.

CC Recommendation #24: The LTC review the issues around ensuring emergency services can access homesites with driveways maintained to a specific adequate standard.

Tourism Risk and Management

Tourism brings an increased surge in Galiano's population at a time (May-September) when the groundwater resources are also at highest risk and depletion, and when seasonal drought places the island under high and extreme fire hazard for prolonged periods of time.

Having this influx of visitors to the island who are mostly from urban environments greatly increases fire risk and groundwater overuse as they generally do not have awareness of fire risk and groundwater management.

We recommend the following LTC actions to reduce risks brought on by the tourism industry:

CC Recommendation #25: The LTC update the Land Use Bylaw Section 3 Home Occupation Regulations to ensure that STVR and commercial visitor accommodation operators be formally responsible for comprehensive education of their guests about groundwater management and fire risk. The following language is suggested to capture this change: "the operator of every home occupation for STVR's is responsible for educating their guests about the critical need for groundwater conservation, open burning restrictions, and activity restrictions associated with the fire risk rating".

The APC feels that it is the responsibility of STVR and commercial visitor accommodation operators to educate their guests on fire and groundwater risk, to reduce the negative impacts of this industry on Galiano. Clearly, the presence of an STVR operator living on the same property is a huge advantage to ensure that guests are educated on these issues while staying on Galiano.

Nature-based Solutions to Climate Change Adaptation and Mitigation

It is now widely recognized that natural solutions can be among the most effective, economical and resilient measures for adapting and mitigating climate change. The APC has identified several key

categories of nature-based solutions for Galiano to utilize; these include: 1) shoreline protection; 2) erosion control; 3) maintenance of forest connectivity and forest cover; and 4) biodiversity protection.

1) Shoreline Protection:

- Eelgrass and bull kelp habitat – foreshore and nearshore habitat protection and management to reduce storm surge damage
- Shoreline ecosystems – maintaining healthy native groundcover helps to reduce erosion caused by runoff, storm surges and flooding from sea level rise, and helps to protect buildings and human infrastructure from storm and flood damage

CC Recommendation #26: That the LTC develop mapping of eelgrass and bull kelp habitat for addition to our OCP, and encourage and lobby for any restoration funding that may be available for habitat restoration.

Note: there is existing eelgrass mapping done by Islands Trust Conservancy for Galiano, and beginning in 2020, bull kelp mapping by Galiano Conservancy.

2) Erosion control:

- Natural ground cover can be used to minimize erosion and soil loss.

3) Maintain connectivity and cover of forests on Galiano for the following benefits:

- Groundwater recharge
- Erosion control
- Flood mitigation
- Reduced runoff
- Storm surge protection at shoreline
- Carbon sequestration
- Biodiversity and species migrations

CC Recommendation #27: To support forests on Galiano as a nature-based solution to climate change, the APC recommends:

1. Through amendment of LUB to ensure all rezonings for development and subdivision for new residential development on large forested parcels are clustered in one area equaling 25 % of the total parcel AND that if the parcel includes shorefront that the residential development only fronts on 30 % or that shoreline. (Note: when OCP Forest Policy d) i. was repealed these important guidelines were lost).
2. Through OCP and LUB amendment expand all protective setback boundaries from watercourses, lakes, ponds, wetlands and riparian areas.
3. Act on OCP policies to minimize the impact of roads on forest land, sensitive ecosystems
4. The LTC continue to advocate for the Province to give The Islands Trust the authority to regulate private forest lands in an ecologically sustainable manner, within the Trust Area. Allowing local Bylaws and regulations to apply to more of Galiano's forest cover gives greater ability to manage for climate adaptation and mitigation.

4) Biodiversity and habitat protection:

- It seems logical to assume that healthy natural systems are more resilient to the pressures of climate change and can therefore help mitigate climate change
- Maintaining diversity in Galiano's ecosystems increases their health and resilience

CC Recommendation #28: To support biodiversity and habitat protection on Galiano as a nature-based solution to climate change, the APC recommends:

- Continued monitoring and biodiversity data collection to enable the evaluation of long-term change for both marine and terrestrial species
- Prioritization of habitat protection and impact mitigation of any developments proposed in land use applications
- Prioritization of habitat protection and impact mitigation when enforcing land use bylaws
- Expand protective boundaries around ponds, wetlands and streams to give greater protection and strengthening resilience and health of those ecosystems

In Closing

The APC's work on this referral has been a challenge and an education. The topic of climate change is vast and overwhelming, but thank you for giving us the opportunity to focus on the topic. The complexity, interconnectivity and local relevance of the many issues has become much more apparent to us as community members.

Clearly the real threat of climate change before us now and in the future heightens the value importance of all the work done in the past to protect the land, the natural ecosystems, plant and animal diversity, and the human community here on Galiano and elsewhere in the Trust Area.

In the APC's review a common theme became obvious. Our OCP has a wide range of excellent policies but many have never been implemented by adding LUB regulations, so they are often only glanced at or completely overlooked during development applications. We encourage the LTC to keep the work of addressing the climate change emergency a top priority and apply yourselves to the work of activating existing and new policies that could improve our community's mitigation of, and adaption and resilience to climate change.

S. Anderson

GIAPC Chair

December _____, 2019.

Follow Up Action Report

Galiano Island

09-Dec-2019

Activity	Responsibility	Dates	Status
1 12.2 - GL-RZ-2019.1 (GIGARHS) - Proceed with application and prepare draft bylaws and a draft housing agreement bylaw. (Applicant has requested to put GL-RZ-2019.1 in abeyance.)	Brad Smith Jas Chonk	Target: 21-Feb-2020	In Progress
2 12.1 GL-RZ-2017.1 (Stevens) - finalize covenant modifications and LTC Chair sign-off, and ensure modifications are registered prior to consideration of final adoption of bylaws 265/266.	Robert Kojima	Target: 21-Feb-2020	In Progress

03-Feb-2020

Activity	Responsibility	Dates	Status
1 8.1.1 Adopt November 23, 2019 special meeting minutes as presented	Maple Hung	Target: 17-Feb-2020	Completed
2 8.1.2 Adopt December 9, 2019 regular meeting minutes as amended -two corrections - 1) in Town Hall re: incorrect reference to BC Housing should be Regional Housing Trust Fund 2) under GIGARHS application make it clear Trustee Wolverton recused herself	Maple Hung	Target: 17-Feb-2020	Completed
3 8.1.3 Amend record to delete last sentence on page 18 re: 'She suggested...'. Vet corrected December 9, 2019 Public Hearing record to LTC Chair and Recording Secretary for certification	Maple Hung	Target: 17-Feb-2020	Completed



Follow Up Action Report

Galiano Island

03-Feb-2020

Activity	Responsibility	Dates	Status
4 12.1 GL-RZ- 2019.2 (Gavreau) LTC passed 1st and 2nd reading of draft bylaw -Schedule a Public Hearing in conjunction with a Community Information Meeting (CIM) at the April 4th regular LTC meeting - initiate advertising	Brad Smith Jas Chonk Phil Testemale	Target: 17-Feb-2020	Completed
5 Covenant Discharge - FB81092 - Inform applicant of LTC decision to discharge covenant and to take the necessary legal steps to prepare for LTC chair sign-off	Brad Smith	Target: 10-Feb-2020	Completed
6 12.3 Bylaw 471 - Provide referral response to SSI office indicating LTC has determined 'interests are unaffected by bylaw'	Jas Chonk	Target: 17-Feb-2020	Completed
7 12.4 Bylaw 518 - Provide referral response to SSI office indicating LTC has determined 'interests are unaffected by bylaw'	Jas Chonk	Target: 17-Feb-2020	Completed
8 14.1.2.1 Update projects list as recommended in staff report to LTC	Brad Smith	Target: 17-Feb-2020	Completed
9 16.2 GL-RZ-2019.1 (GIGARHS) - Schedule CIM for March 7, 2020 and arrange for advertising including an island wide mailout and Active Page ad (Applicant has requested to put GL-RZ-2019.1 in abeyance.)	Brad Smith Jas Chonk Maple Hung	Target: 17-Feb-2020	In Progress
10 15.1 Update standing resolutions table to include APC resolution passed by LTC, contact existing members and advertise for new members	Jas Chonk Maple Hung	Target: 17-Feb-2020	Completed

Follow Up Action Report

Galiano Island

03-Feb-2020

Activity	Responsibility	Dates	Status
11 14.2 GI-RZ-2019.1 - Respond to Jennifer Margison re: role of William Shulba in affordable housing project water assessment/review	Brad Smith	Target: 10-Feb-2020	Completed
12 14.4 Identify appropriate First Nations and draft letter of introduction from LTC re: standing resolution 2019-053 (a)	Brad Smith Lisa Wilcox Maple Hung	Target: 24-Feb-2020	Completed
13 8.3 Reintroduce APC review of RNP materials for LTC consideration ie. include November 22nd APC meeting minutes in April 4th agenda package under New Business	Brad Smith Jas Chonk	Target: 20-Mar-2020	Completed
14 14.1.2.1 Add "Climate Change and Adaptation Mitigation Strategies" to LTC projects list	Brad Smith	Target: 10-Feb-2020	Completed
15 12.1 GL-RZ- 2019.2 (Gavreau) - amend Policy Statement directives checklist to consider Policy Statement 4.4.2	Brad Smith	Target: 17-Feb-2020	Completed

File No.: GL-TUP-2020.2 (Mackinnon)
(GL-TUP-2016.10)

DATE OF MEETING: March 2, 2020
TO: Galiano Island Local Trust Committee
FROM: Phil Testemale, Planner 2
Southern Team
COPY: Brad Smith, Island Planner
SUBJECT: Renewal of Temporary Use Permit for an Commercial Vacation Rental
Applicant: Lisa MacKinnon and Gary Rosnick
Location: 257 Active Pass Road

RECOMMENDATION

1. That the Galiano Island Local Trust Committee approve the issuance of a renewal for GL-TUP-2020.2 (Mackinnon) for the maximum period of three (3) years.

REPORT SUMMARY

The purpose of the report is to consider the renewal of a Temporary Use Permit (TUP) for a Commercial Vacation Rental within a dwelling unit.

In summary, the above recommendation for the issuance of the TUP is supported as there have been no complaints about the vacation rental since the original TUP was issued; the applicant has confirmed compliance with the conditions of the original permit; the rationale is reasonable; it meets the specific guidelines of the OCP; and the guest capacity is small. Additionally, the proposed permit provides conditions to ensure that the use does not have an unreasonable impact on the local area, and, in the event it does, there is the ability to enforce compliance with TUP.

BACKGROUND

The proposal is for a TUP for a Commercial Vacation Rental use within an existing single family dwelling. The maximum number of renters is four (4).

The original application was the result of the bylaw enforcement action for illegal short term vacation rentals on Galiano (GL-BE-2010.6).

A detailed staff report on the initial application including background, analysis and mapping can be found in the agenda package for the March 6, 2017, Galiano Island Local Trust Committee (LTC) meeting:

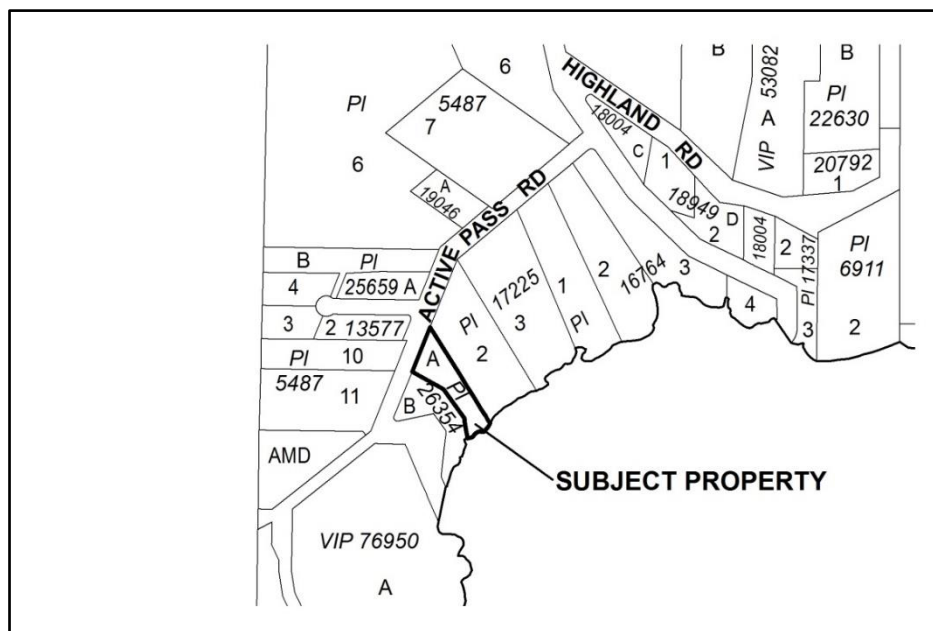
<http://www.islandstrust.bc.ca/media/342339/gl-2017-03-06-ltc-agd-pkg.pdf>

The proposed TUP is for a term of three (3) years. Under the *Local Government Act* a TUP can be renewed only once. The only amendments permitted to a renewal TUP are the addition of conditions to make the permit more restrictive. Removing conditions from the original would require new notice to neighbouring properties.

It is noted that the original application from 2016 involved a 'sleeping cabin' which is not permitted under zoning. As such an undertaking to not use the sleeping cabin as part of the STVR was submitted which allowed them to honour existing reservations. Upon receipt of the renewal application, staff communicated with the applicant to verify that all conditions have been adhered to over the past three (3) years. They also confirmed that they do not use the 'sleeping cabin' (see below) for the STVR and have fully complied with all other conditions. They rent to a maximum of four (4) people (Despite six (6) allowed in the 2016 permit). The renewal permit has been changed to a maximum of four (4) guests

A completed TUP checklist and a copy of the proposed GL-TUP-2020.2 are Attachments 2 and 3, respectively.

Figure 1 – Subject Property



ANALYSIS

Issues and Opportunities

CVR Policy and Regulation Review

A current top priority of the LTC is to review existing policies and regulations for commercial vacation rentals to address any impacts on affordable housing. This project is underway and is expected to be completed in 2020. Results of the project may further inform the LTC with respect to the approval of renewals such as this and future commercial vacation rental TUP requests from property-owners. The LTC may also consider the alternative to shorten the valid period of the renewal in light of the review (see 'Alternatives' – below).

TUP Objectives and Guidelines:

The 'TUP Checklist' (Attachment 3) analyzes the proposal for compliance with objectives and guidelines of the OCP. The proposal is compliant.

Cumulative Impacts

There is minimal potential for cumulative impacts as there are no other TUP commercial vacation rentals located in proximity to the subject property (see: TUP- Map – Attachment 3).

Water & Septic

The subject property is within a Water Management Area established in the LUB. The dwelling is 112 m² (1200 ft²) with two (2) bedrooms and is on a 0.26 ha (0.65 acres) lot. There is potential for increased water usage resulting from the use.

The applicants stated (in 2016) that the well on the property generates 22 litres/min (5 imp gal/min) at a depth of 40 metres (130 ft.), however, they don't have a well log report. The only well shown on the provincial *Water Resource Atlas* which in the vicinity has a pump test that indicates 9 litres/min (2 imp gal/min). They have been renting the house for six (6) years and the previous owners (neighbours) rented it for seven (7) without water issues.

There is a catchment system and cisterns on the property with a total storage capacity of 35,200 litres (8,800 litres x four [4] tanks) on the property. The system captures excess surface runoff that seasonally pools and floods on the property from Mount Galiano. The runoff is diverted for three days in the wet month of January into a smaller holding tank and from there to four large tanks at the height (top) of the property. This is done annually by the owners and the water is used in the drier spring and summer for watering and washing decks etc. The owners have never had the tanks run dry even in the drought year of 2015.

Additionally, the owners have converted much of their garden to drought resistant plants and provide all renters with water conservation information and tips with booking confirmations and receipts, in-house information sheets and verbally.

As the above water catchment system exceed the standard 16,000 litre standard requirement, there was no condition for a cistern in the 2016 permit.

The septic system was installed is older but was pumped out six (6) years ago for maintenance purposes and will done this year as well.

Accessory Building – 'Sleeping Cabin'

As stated above, there is an accessory building (a small 'sleeping cabin' 37 m² (400 ft²)) on the property which to was initially used as part of the STVR but agreed to a letter of undertaking as a condition of issuance of the 2016 permit that they would cease the use of the accessory building. That undertaking allowed existing reservations to be met (that included the cabin) through the summer of 2017. They no longer use or advertise the cabin as part of the STVR

Applicant's Rational for the Proposed Use

The applicant stated with their original application that they were applying to bring the property into compliance with the bylaw regulations. They purchased the property six (6) years ago with the purpose of renting it as an STVR until they can take it over for their own use. The owners use the dwelling for their own use

during the shoulder and off season, and during the summer months they reside on her parents' property across the street.

Response to Neighbour and Public Notification

As below, there is no notification required for a renewal application.

TUP Conditions

As above, the original TUP has been amended to limit the maximum number of guests from six (6) to four (4). Otherwise the TUP is unchanged from the original and incorporates most of the conditions that have been established in the OCP. As above, a renewal can only add conditions to make the permit more restrictive, otherwise renotification of TUP is required.

Circulation/Consultation

There is no notification required for a renewal application.

First Nations

At this time Temporary Use Permit applications and renewals related to occupancy do not raise concerns related to Local Trust Committee Standing Resolutions on reconciliation.

Rationale for Recommendation

The recommendation on page 1 is supported given:

- There have been no complaints about the vacation rental since the original TUP was issued;
- the use has been undertaken for an extended duration without complaints;
- the guest capacity is limited and has been reduced in the renewal permit; and,
- The proposed permit provides conditions to ensure that the use does not have an unreasonable impact on the local area, and, in the event it does, there is the ability to enforce compliance with TUP.

ALTERNATIVES

1. Reduce the length of the TUP to two-years to be consistent with recent TUP renewals

The LTC may wish to approve the TUP for less than 3 years; two years to be consistent with recent TUP renewals and in consideration of the STVR regulations review project that is currently underway.

Resolution:

That the Galiano Island Local Trust Committee approve the issuance of Temporary Use Permit GL-TUP-2020.2 (Mackinnon) for a ____ (#) year period.

2. Request further information

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

Resolution:

That the Galiano Island Local Trust Committee request that the applicant submit to the Islands Trust further information including: _____

3. Add additional conditions

The LTC may wish to amend the TUP by adding additional conditions. If selecting this alternative the LTC should specify the additional conditions.

Resolution:

That the Galiano Island Local Trust Committee request that the proposed Temporary Use Permit GL-TUP-2020.2 (Mackinnon) be amended by the addition of the following conditions: _____

4. Deny the application

The LTC may deny the application.

Resolution:

That the Galiano Island Local Trust Committee deny application GL-TUP-2020.2 (Mackinnon).

Submitted By:	Phil Testemale, Planner 2	February 20, 2020
Concurrence:	Gary Richardson, A/Regional Planning Manager	February 20, 2020

ATTACHMENTS

1. TUP Checklist (Updated February 2020)
2. TUP Map (Updated February, 2020)
3. Draft TUP (GL-TUP-2020.2 Renewal of GL-TUP-2016.10)

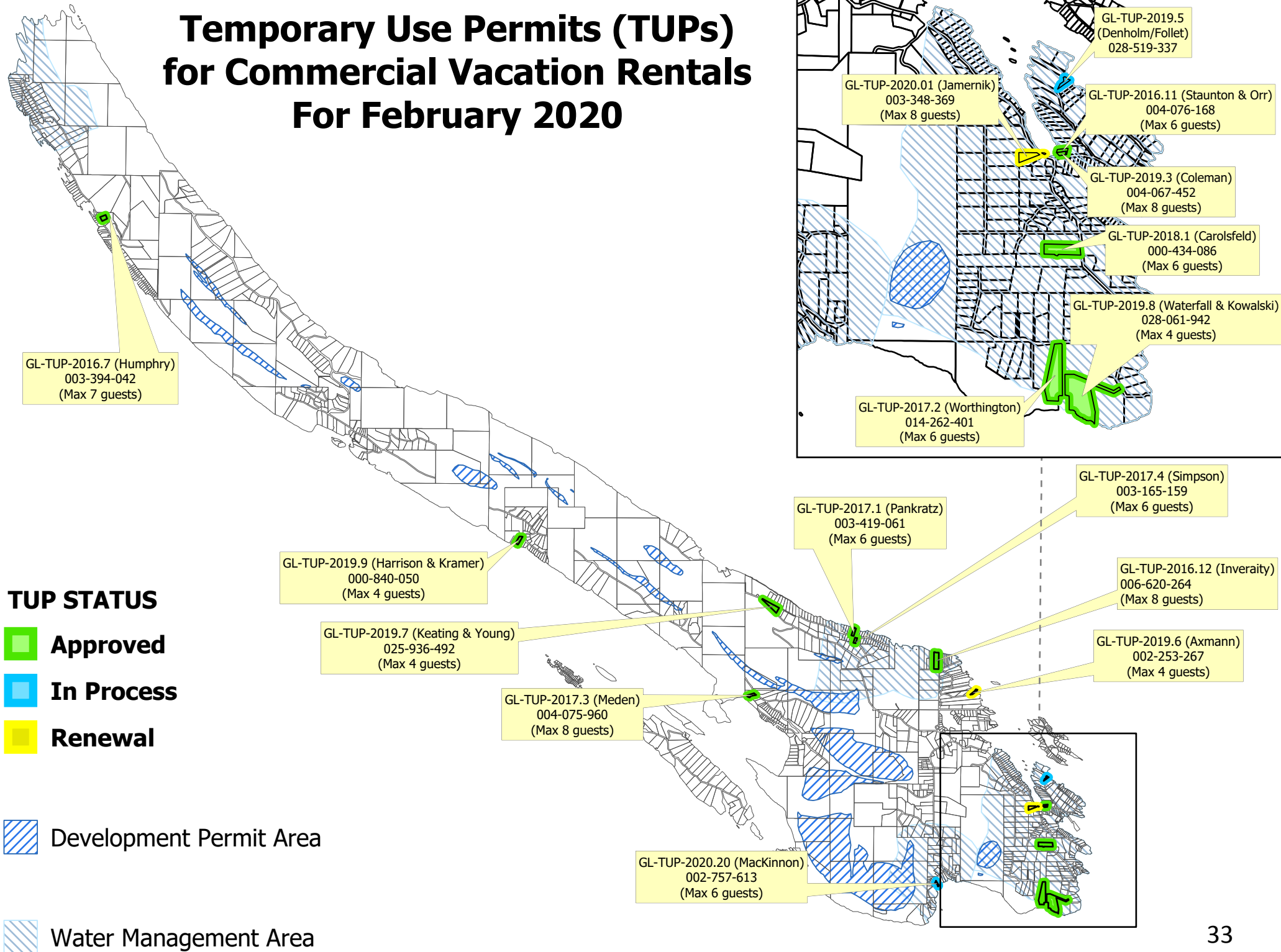
**TUP Checklist for Commercial Vacation Rental: GL-TUP-2020.2
(MacKinnon) renewal of GL-TUP-2016.10
STVR in Dwelling**

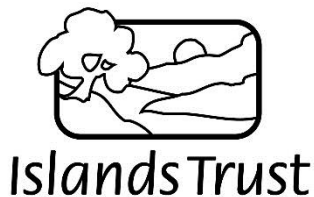
Guidelines	Comments
Overall TUP Guidelines	
a) Time Period - For the purpose of a temporary use permit, "commercial vacation rental" means the use of a <i>residence</i> as temporary commercial accommodation for a period of less than a month at a time by persons, other than the owner or a permanent occupier	Complies, by definition of the use in TUP.
b) Cumulative Effects - The Local Trust Committee should consider the cumulative effects on the neighborhood and Island of all the temporary use permits issued for commercial vacation rentals.	See
c) Residential Appearance - The Local Trust Committee may consider issuance of a temporary use permit for a commercial vacation rental provided the proposal would not alter the residential appearance of the residence.	No alterations proposed.
d) Neighbour Concerns - The Local Trust Committee may require mitigating measures to address neighbours' concerns, such as retention of existing screening and fencing, or installation of additional screening.	At the time of writing, notification has not generated any comments
e) Water Supply - The landowner should demonstrate an adequate supply of water and septic capacity for the duration of the proposed use as follows: <u>Potential Measures and Considerations to address Guideline (e):</u> Within Water Management Areas*: ▪ Cistern for storage of rainwater (16000 litres min);or, ▪ Letter from Professional Hydrologist with experience with Groundwater assessing a recent pump test for adequate quantity for use and no impacts on neighboring properties. Considerations outside of Water Management Areas: ▪ Recent well report and lab results ▪ Cistern for rainwater collection ▪ Size of the property ▪ Size of dwelling ▪ Current Low-flow fixtures ▪ Number of bedrooms for use ▪ Number of guests	This property is within a Water Management Area The well on the property generates 22 litres/min (5 imp gal/min) at a depth of 40 metres (130 ft. – unverified) A 35,200 litre capacity cistern system that collects diverted surface water. Small dwelling size (112 m ²) Two (2) bedrooms Maximum of four (4) guests (amended with renewal) Extensive water conservation information given to renters.
f) Parking - the landowner should demonstrate that the property is able to accommodate off-street parking for a minimum of two vehicles	Minimum two (2) spaces is a condition in Original/Renewal Permit.
Permit Conditions	
g) Conditions - In addition to any other conditions the LTC may consider appropriate, the permit may:	
i. require that the owner or other contact be available on Galiano by telephone 24 hours/day, seven days per week and include the name and contact information in the conditions of the permit	Condition in Original/Renewal Permit.

Guidelines	Comments
ii. require the owner or manager to provide neighbours within a 100 metre radius of the vacation rental with the owner or manager's phone number, and a copy of the temporary use permit	Condition in Original/Renewal Permit.
iii. require the landowner to post for guests information on noise bylaws, water conservation, fire safety, storage and disposal of garbage and recycling, septic care and control of pets (if pets are permitted), and remind guests that the property is located in a residential area	Condition in Original/Renewal Permit.
iv. establish a maximum number of people that can stay	Maximum of number (4) as a condition in Renewal Permit.
v. establish a maximum number of guests per bedroom	Maximum of number (2) as a condition in Draft Permit.
vi. prohibit camping or occupancy of RVs on the property	Condition in Original/Renewal Permit.
vii. restrict advertising to one unilluminated sign, with a maximum area	0.4 m ² , unilluminated and on subject property as a condition in Original/Renewal Permit.
viii. prohibit the rental or provision of motorized personal watercraft	Condition in Original/Renewal Permit.
ix. prohibit outdoor fires	Condition in Original/Renewal Permit.
x. establish the dates during which the use may occur	No condition for dates in Original/Renewal Permit.. The owners only rent the cottage periodically between April and October.
xi. include a provision stating that the bylaw enforcement officer may enter the property between certain hours without prior consultation if a complaint is received	Between 9 a.m. and 5 p.m. of any day as a condition in Original/Renewal Permit.
xii. require that the landowner/operator post for guests emergency service contact information and to provide a means for contacting them	Condition in Original/Renewal Permit.
xiii. require the landowner/operator to post contact information and permit information at the entrance to the property	Condition in Original/Renewal Permit.
Agriculture Land Reserve	
h) Agriculture Land Reserve - A temporary use permit respecting a parcel in the Agricultural Land Reserve may require the approval of the Agriculture Land Commission prior to the permit being issued.	N/A

***Water Management Areas** – as established on Schedule C of the *Galiano Island Land Use Bylaw No. 127, 1999*

Temporary Use Permits (TUPs) for Commercial Vacation Rentals For February 2020





**GALIANO ISLAND LOCAL TRUST COMMITTEE
TEMPORARY USE PERMIT
GL-TUP-2020.2 (MacKinnon)
Renewal of GL-TUP-2016.10 (MacKinnon & Rosnick)**

257 Active Pass Drive

To: Lisa MacKinnon and Gary Rosnick

1. This Permit applies to the land described below:

Lot A ,District Lot 2, Galiano Island, Cowichan District, Plan 26354
(PID: 002-757-613)

2. This Permit is issued for the purpose of permitting the owner to conduct the following use on their property:

a) a Commercial Vacation Rental within the Dwelling Unit.

3. and is subject to the following conditions:

- a) the property owner or other contact person be available on Galiano Island by telephone 24 hours/day, seven days per week. The name and contact number of property owner and on island contact person must be provided to guests upon arrival;
- b) the property owner or Commercial Vacation Rental operator must provide neighbours within a 100 metre radius of the vacation rental with the contact persons phone number, and a copy of the temporary use permit;
- c) the property owner or Commercial Vacation Rental operator must post for guests information on noise bylaws, water conservation, fire safety, storage and disposal of garbage and recycling, septic care, and control of pets. The guest information must also remind guests that the property is located in a residential area;
- d) the use is to be conducted solely within the principal dwelling unit on the property;
- e) the maximum number of guests is limited to four (4) persons;
- f) the maximum number of guests per bedroom is two (2) persons;
- g) camping and occupancy of recreational vehicles are prohibited;
- h) a maximum of one sign unilluminated not exceeding a total sign area of 0.4 square metres advertising the Commercial Vacation Rental is permitted. The sign must be located on the lot occupied by the Commercial Vacation Rental use;
- i) the rental or provision of motorized personal watercraft is prohibited;
- j) all outdoor fires are prohibited;
- k) the owner must provide parking for a minimum of two (2) vehicles on the property;
- l) the property owner or Commercial Vacation Rental operator must post for guests emergency service contact information and to provide a means for contacting them;

- m) the property owner or Commercial Vacation Rental operator must post name and contact number of property owner and on island contact person, and permit information at the entrance to the property; and
 - n) the holder of this Permit, will be held accountable for any violation of the conditions of this Permit. The Islands Trust Bylaw Investigations Officer may enter the property between the hours of 9:00 am and 5:00 pm on any day without prior consultation with the holder of the Permit, or commercial vacation renter for the purpose of investigating a complaint.
- 4. This permit is valid for three years from date of issuance of the permit and upon expiry of the permit the owner of the site shall discontinue the temporary use to the satisfaction of the Islands Trust.
 - 5. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of "Galiano Island Land Use Bylaw No. 127, 1999" and to obtain other approvals necessary for completion of the proposed development, including approvals from the Capital Regional District, Island Health and Ministry of Transportation and Infrastructure.

AUTHORIZING RESOLUTION PASSED BY THE GALIANO ISLAND LOCAL TRUST COMMITTEE THIS th DAY OF Month, 2020.

Deputy Secretary, Islands Trust

Date Issued

DATE OF MEETING: March 2, 2020

TO: Galiano Island Local Trust Committee

FROM: Brad Smith, Island Planner
Southern Team

COPY: Gary Richardson, Acting Regional Planning Manager

SUBJECT: Rezoning Application – Request for Abeyance

Applicant: Gulf Islands Galisle Affordable Rental Housing Society (GIGARHS)

Location: District Lots 30/31 (Heritage Forest), Galiano Island

RECOMMENDATION

1. That the Galiano Island Local Trust Committee rescind resolution GL-2019-093 that directed staff to proceed with application GL-RZ-2019.1 (GIGARHS) and to prepare draft bylaws and a housing agreement.
2. That the Galiano Island Local Trust Committee rescind resolution GL-2019-094 that directed staff to refer application GL-RZ-2019.1 (GIGARHS) to the Galiano Island Advisory Planning Commission for comment.
3. That the Galiano Island Local Trust Committee rescind resolution GL-2019-095 to hold a Community Information Meeting (CIM) on application GL-RZ-2019.1 in late winter/early spring 2020.
4. That the Galiano Island Local Trust Committee rescind resolution GL-2020-11 that directed staff to schedule a special meeting for March 7, 2020 for the purpose of holding a community information meeting for rezoning application GL-RZ-2019.1 (GIGARHS) and that staff undertake a mailout to notify community members of the event.

REPORT SUMMARY

The purpose of this staff report is to provide an update on the current status of application GL-RZ-2019.1 and to recommend the rescinding of four previous resolutions passed by the Galiano Island Local Trust Committee (LTC) with respect to the application.

As proposed, the application would amend the Galiano Island Official Community Plan No. 108, 1995 (OCP) and Land Use Bylaw No. 127, 1999 (LUB) by rezoning a 2 hectare portion of the subject property from **Heritage Forest** (FH) to a newly established **Community Housing 2** (CH2) zone. If rezoning is approved, subdivision of the property would also be required to create a new parcel specifically zoned for affordable housing development.

On February 10, 2020, the Gulf Islands Galisle Affordable Rental Housing Society (GIGARHS) requested that the rezoning application be put in abeyance based on feedback from BC Housing with respect to previously unidentified construction requirements such as wheelchair accessibility that would dramatically increase costs.

The above recommendations are supported as:

- Significant previously unforeseen costs have arisen that impact the viability of the original proposal;
- The applicant has requested that the application be put in abeyance for 2-3 months to allow for internal assessment of project scope, design and feasibility;
- There is limited value in conducting a Community Information Meeting (CIM) or proceeding with a Galiano Island Advisory Planning Commission (APC) referral with such uncertainty in project design and feasibility;
- Rescinding all LTC resolutions with respect to the current application will allow for a clean slate of decision-making for the LTC if/when the applicant returns with a revised application.

BACKGROUND

A rezoning application for a portion of the Heritage Forest was submitted to the Islands Trust in September 2019 by GIGARHS. The intent of the rezoning application is to allow for the development of affordable housing in the Heritage Forest. This housing development would be run and managed by GIGARHS under the guidance of a formal housing agreement with the LTC.

A preliminary staff report was presented to the LTC on December 9, 2019. The report included three recommendations:

- 1) That the LTC proceed with the application and direct staff to prepare draft bylaws and a housing agreement;
- 2) That the LTC hold a Community Information Meeting (CIM) in late winter/early spring 2020; and
- 3) That the LTC direct staff to refer the application to the Galiano Island Advisory Planning Commission (APC).

The LTC endorsed all three recommendations via resolution at the December 9, 2019 meeting.

At the February 2, 2020 LTC meeting, the LTC passed resolution GL-2020-11 directing staff to schedule a CIM for March 7, 2020.

On February 10th, 2020, GIGARHS informed the LTC that they are requesting to place the application in abeyance due to unforeseen costs and based on feedback from BC Housing.

The December 9th, 2019 preliminary staff report, technical reports, and public correspondence for the application can be found here: <http://www.islandstrust.bc.ca/islands/local-trust-areas/galiano/current-applications/current-application-documents/>

ANALYSIS

Statement from GIGARHS

On February 10, 2020, the GIGARHS Board approved the following statement to the LTC and the public regarding project status and viability:

"Affordable housing projects are complex. Recent feedback from BC Housing has meant that the affordable housing project proposed for a portion of the Galiano Club's Heritage Forest property has run into unforeseen costs. GIGARHS has made the difficult decision to put the rezoning application in abeyance. We intend to assess project design over the next 2-3 months before deciding on our next steps. We will inform the community and the Islands Trust of that decision once finalized, and request that the CIM planned for March 7 be postponed until that time.

We thank the professionals, volunteers, and financial sponsors for their work and commitment to seeking affordable housing solutions for Galiano Island. GIGARHS remains fully committed to work towards building affordable housing for the community."

It is the understanding of staff that the cost implications are significant enough to cause the project in its current form to likely not be financially viable. Thus, it is reasonable to step back and allow the applicant 2-3 months to re-evaluate options.

CIM

The intent of the CIM was to provide a first opportunity within the rezoning process for the community and stakeholders to hear details of the project proposal directly from the applicant. The March 7, 2020 date was confirmed with the applicant prior to being scheduled. At that time, the applicant was well prepared to present the project as proposed in the original rezoning application. Given there is now uncertainty with respect to project scope, design and viability, there is limited value in proceeding with the CIM at this time.

APC Referral

Similar to the CIM, without a clear sense of project scope, design and viability there is limited value in the APC reviewing the application at this time.

Rationale for Recommendation

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

- Significant previously unforeseen costs have arisen that impact the viability of the original proposal;
- The applicant has requested that the application be put in abeyance for 2-3 months to allow for internal assessment of project scope, design and feasibility;
- There is limited value in conducting a Community Information Meeting (CIM) or proceeding with a Galiano Island Advisory Planning Commission (APC) referral with such uncertainty in project design and feasibility;
- Rescinding all LTC resolutions with respect to the current application will allow for a clean slate of decision-making for the LTC if/when the applicant returns with a revised application.

ALTERNATIVES

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

1. Request further information

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

Resolution:

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

2. Deny the application

The LTC may deny the application.

Resolution:

That the Galiano Island Local Trust Committee proceed no further with application GL-RZ-2019.1 (GIGARHS).

NEXT STEPS

With direction from the LTC, Staff will:

- Formally cancel arrangements for the March 7, 2020 CIM
- Formally withdraw the APC referral
- Work with the applicant to clarify if/when a new proposal may be brought forward

Submitted By:	Brad Smith, Island Planner	February 14, 2020
Concurrence:	Gary Richardson, Acting Regional Planning Manager	February 19, 2020

File No.: GL-6500-20 Affordable
Housing - STVR Review

DATE OF MEETING: March 2, 2020
TO: Galiano Island Local Trust Committee
FROM: Brad Smith, Island Planner
Southern Team
COPY: Gary Richardson, Acting Regional Planning Manager
SUBJECT: STVR Review – Summary of Community and Stakeholder Input

RECOMMENDATION

1. **That the Galiano Island Local Trust Committee provide direction to staff regarding the development of draft bylaw amendments for regulating short term vacation rental land uses in the Galiano Island Local Trust Area.**

REPORT SUMMARY

The purpose of this memo is to provide the Galiano Island Local Trust Committee (LTC) with a further summary and analysis of the community and stakeholder outreach that has been completed for the Galiano Island Short Term Vacation Rental (STVR) Review Project, and to provide options for LTC consideration of next steps with respect to drafting bylaw amendments.

The recommendation above is supported as:

- Staff have now completed the research and community outreach phases of the project;
- Public and stakeholder consultation has provided LTC with a better understanding of community and stakeholder perspectives regarding STVRs;
- Results indicate that opinion is divided in the community regarding STVRs and whether regulations should more restrictive, less restrictive or left alone;
- There are a range of options available for amending bylaws and staff cannot proceed without clarity from LTC on what direction they intend to take i.e. additional regulation, relaxing standards, status quo with minor tweaks etc.

BACKGROUND

At the June 3rd, 2019 regular meeting staff presented the amended project charter for LTC endorsement. The Galiano Island LTC passed the following resolution:

GL-2019-051

It was Moved and Seconded,

that the Galiano Local Trust Committee:

- a) endorse the attached Galiano Island Short Term Vacation Rental (STVR) Review Project Charter as amended and associated scope of work, timelines and budget;
- b) Direct staff to begin working on Galiano Island STVR Review Project deliverables.

Carried

The endorsed project charter includes the following key tasks:

1. Complete review of STVRs currently operating on Galiano Island and research of STVR regulations/policies in other jurisdictions
2. Develop discussion paper summarizing findings of review
3. Complete public/stakeholder outreach (including public meetings)
4. Finalize recommendations and confirm scope of proposed bylaw amendments with LTC
5. Complete bylaw amendment process (if changes are sought by LTC)

Staff have now completed the first three key tasks (unless the LTC would prefer to conduct additional outreach) and are seeking direction on Task 4.

A [staff memo](#) was provided to the LTC at the February 3, 2020 LTC meeting that summarized the results of the November 23, 2019 STVR open house and as well as baseline web-survey responses. This staff report builds on the information contained within that staff memo, and includes a summary of the additional written survey comments for questions 1-12.

The research phase was completed in the summer of 2019 with results presented to the LTC at the September 9, 2019 LTC meeting. A [discussion paper](#) was published summarizing findings of the review along with a preliminary list of options for potential changes to STVR regulations on Galiano Island.

Additional project information, including previous staff reports, are located here:

<http://www.islandstrust.bc.ca/islands/local-trust-areas/galiano/projects-initiatives/2019-stvr-review/>

ANALYSIS

Open House

An Open House was held on November 23, 2019 at the Lions Hall on Galiano Island. Approximately 50 members of the public were in attendance. General conclusions from the town hall session include:

- There is general agreement in the community that STVRs are important to the local economy;
- There is a range of opinion in the community with respect to existing STVR regulations, some think there is not enough regulation, others think there is too much;
- Operating an STVR as a home occupation with an owner/operator onsite is generally viewed as an appropriate land use;
- There is a broader division of opinion regarding the operation of STVRs via a temporary use permit (TUP);
- It is difficult to correlate impacts on long-term rental housing with STVR operations given the number of other variables involved regarding the current challenges of housing affordability.

Meeting minutes from the town hall portion of the open house are now posted [online](#) (click on link and then set calendar to November 23, 2019).

“Dotmocracy” Poster Board Results

At the open house, participants were asked to place coloured dots on the answer that most closely represented their viewpoint (Table 1).

Table 1. Results of Dotmocracy Poster Boards, November 23rd STVR Open House

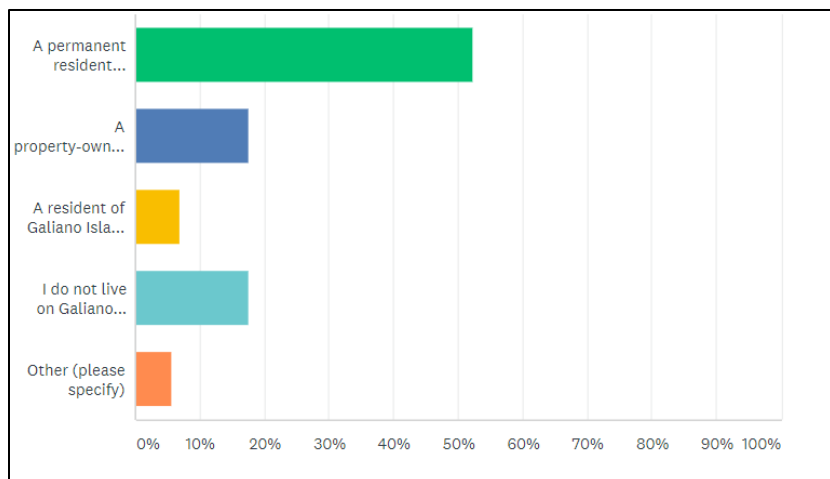
Question	Response			# Dots
Do STVRs play an important role in the Galiano Island economy?	Very negative			1
	Somewhat negative			3
	Not important			0
	Somewhat positive			15
	Very positive			17
How should STVRs be regulated on Galiano Island?	Allowed anywhere			15
	Specific zones			2
	TUP only			3
	Current regs are good			3
	Home business only			15
	No STVRs allowed			0
Do STVRs compete with existing commercial accommodation businesses?	Supplement			26
	Do not compete			1
	Some competition but not significant			3
	Significant competition			11
Do STVRs leave fewer options for long term rentals?	No influence			11
	Some impact but not significant			19
	Significant impact			15
STVRs have impact on:	Positive	Negative	No Impact	
Immediate Neighbourhood	5	5	2	
Sense of community	3	7	0	
Socio-economic Diversity	22	6	1	
Natural environment	0	4	2	
Traffic flow and safety	0	5	2	
Water supply	0	9	2	
Long-term rentals	0	14	5	

Online Survey

An online survey was conducted from November 23, 2019 – January 20, 2020 using the web-based Survey Monkey platform. A total of 234 surveys were completed.

Question 1. I am:

Answer	%
A permanent resident property-owner on Galiano Island.	52.36
A property-owner on Galiano Island but not a permanent resident.	17.6
A resident of Galiano Island that lives in a long-term rental property or other accommodation.	6.87
I do not live on Galiano Island or own property there.	17.6
Other (please specify)	5.58

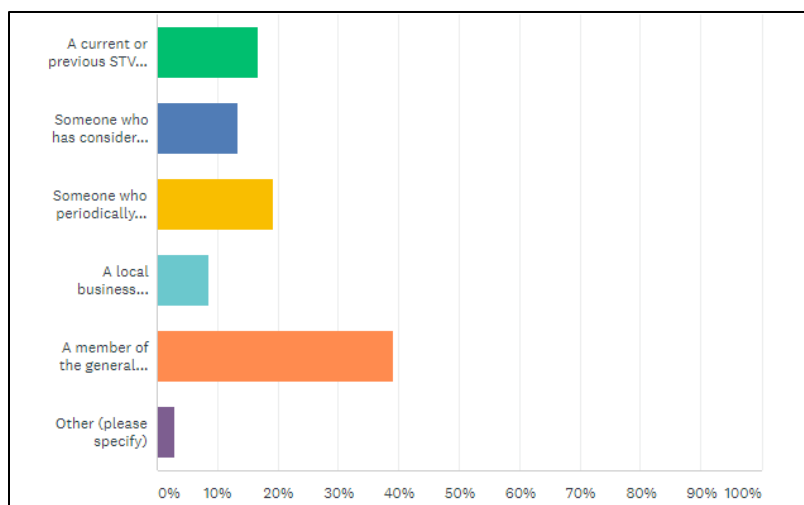


Summary of 'Other' responses (13 in total)

- 1 Gossip Island property owner
- 1 person just moved from Galiano to Pender due to lack of affordable housing
- Several permanent/semi-permanent households
- 1 occasional visitor

Question 2. I am:

Answer	%
A current or previous STVR operator on Galiano Island.	16.74
Someone who has considered operating an STVR on Galiano Island.	13.3
Someone who periodically rents or is interested in renting STVR properties on Galiano Island.	19.31
A local business operator other than an STVR.	8.58
A member of the general public.	39.06
Other (please specify)	3.0

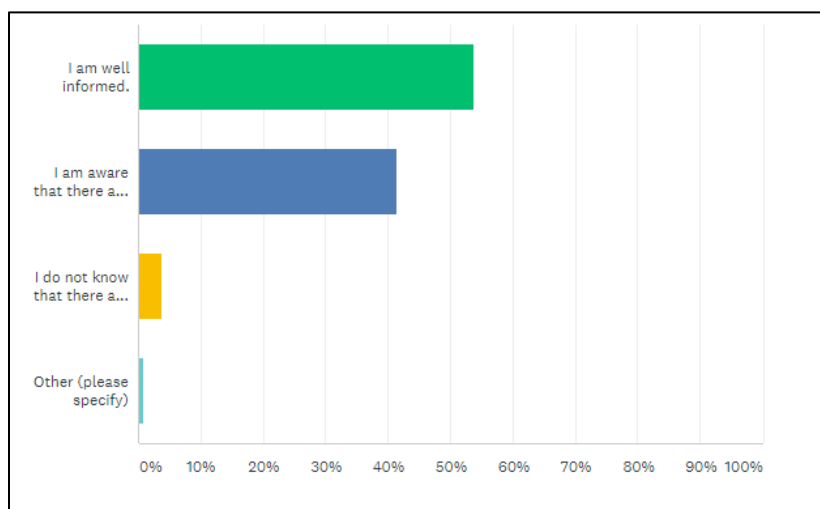


Summary of 'Other' responses (7 in total):

- 1 Gossip Island property owner
- A mix of long time residents, STVR operators, visitors and long-term renters
- 1 person who does not support does not support commercial accommodation use of residential property without a proper tourism plan based on public input with safeguards for the environment, the community and residential neighbourhoods.

Question 3. Are you familiar with the existing Islands Trust bylaws and policies that administer STVR uses on Galiano Island?

Answer	%
I am well informed.	53.85
I am aware that there are STVR bylaws and policies but I am not familiar with them.	41.45
I do not know that there are bylaws and policies administering STVRs.	3.85
Other (please specify)	0.85

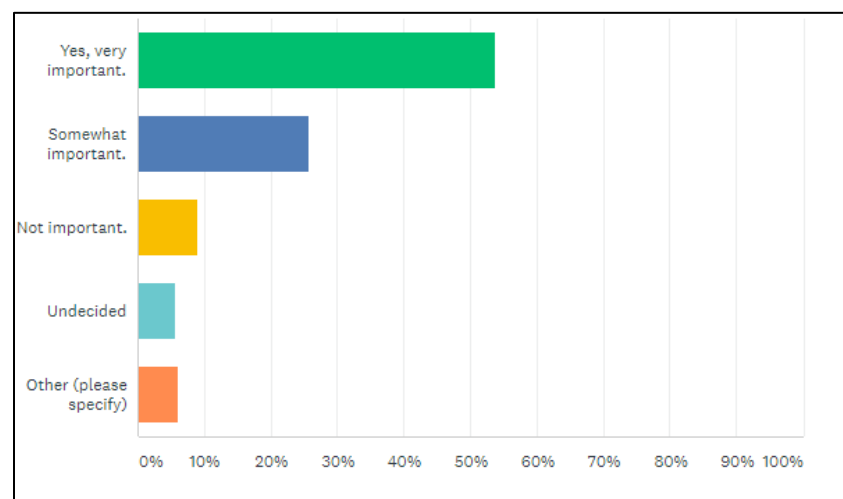


Summary of 'Other' responses (2 in total):

- 1 person questioned the purpose of STVR policies if they are not applied consistently
- 1 person indicated they are aware but not fully informed

Question 4. Are STVRs important to the local Galiano Island economy?

Answer	%
Yes, very important.	53.85
Somewhat important.	25.64
Not important.	8.97
Undecided	5.56
Other (please specify)	5.98

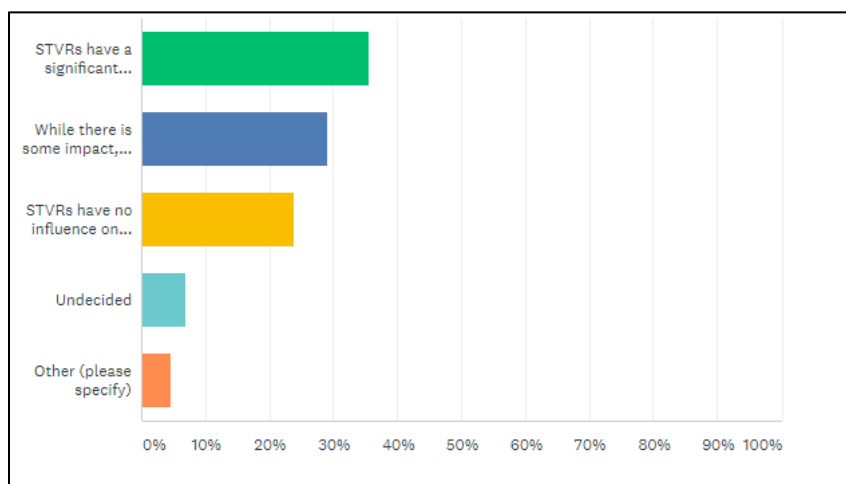


Summary of 'Other' responses (14 in total):

- 1 person felt they lacked information on this topic
- Several commented that STVRs are important to the economy but limits are needed to reduce other impacts including island character, environment, neighbourhood cohesion etc.
- 1 person commented the gap between 'very important' and 'somewhat important' is too large and another option is needed
- 1 person commented they are negative because they reduce housing for people who live and work on the island
- A few people commented that home occupation STVRs provide more benefit than TUPs

Question 5. Do STVRs leave fewer options for those looking for long term rental housing?

Answer	%
STVRs have a significant impact on the availability of long term rental housing.	35.47
While there is some impact, I don't think it is a significant issue.	29.06
STVRs have no influence on the availability of long term rental housing.	23.93
Undecided	6.84
Other (please specify)	4.7

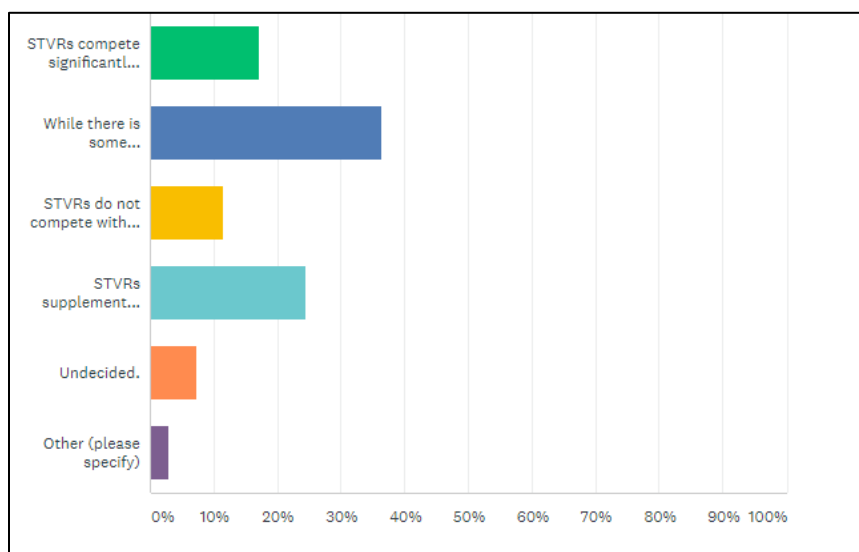


Summary of 'Other' responses (11 in total):

- 1 person felt they lacked information on this topic
- 1 person thinks it depends on location and house cost
- A few people think that many of the STVR properties would not be rented out long-term if STVRs were not allowed
- 1 person thinks think in some cases a unit may be used for STVR that could have otherwise been used for long term housing and that there are situations whereby a STVR would not be used for long term housing because the owner would still like the opportunity to use that unit for the use of family and friends
- 1 person thinks properties in the bottom 25% based on assessed value should be not allowed to be rented short term and saved for long term rentals
- One person says "they do have an impact...I have seen it in my neighbourhood...but the TUP option lets people invest in homes here for commercial use not residential use."
- One person says "In the past we have rented it to winter tenants, but the cost of wear and tear, damage to the rental and thefts on our property make offering it for winter long term rental no longer an option. If we rent it out full time, our family will not have access to using the property."

Question 6. Do STVRs compete with existing commercial accommodation businesses?

Answer	%
STVRs compete significantly with existing commercial accommodation businesses.	17.17
While there is some competition, I don't think it is a significant issue.	36.48
STVRs do not compete with existing commercial accommodation businesses.	11.59
STVRs supplement existing commercial accommodation businesses.	24.46
Undecided.	7.3
Other (please specify)	3.0

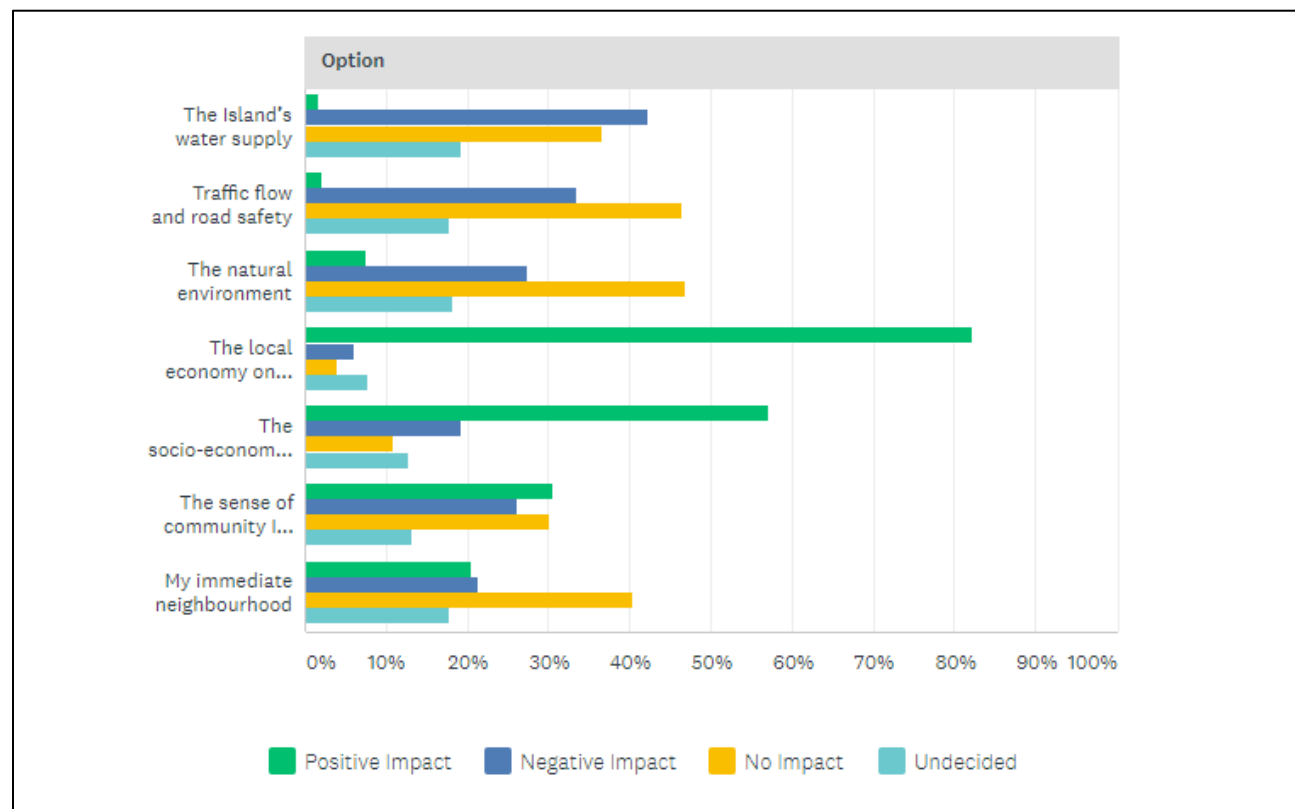


Summary of 'Other' responses (7 in total):

- 2 people felt that there can be both competition and benefits to commercial accommodation depending on circumstances, time of year etc.
- 2 people made the point that STVRs offer a different experience to commercial accommodations
- 1 person thinks all STVRs should be outlawed
- 1 people thinks they compete but they are not sure how much
- 1 person thinks that the question to be answered should be how much additional overflow accommodation space should be permitted in the high season through regulated STVR's

Question 7. STVRs have impact on:

Item	% Positive	% Negative	% No Impact	% Undecided
<i>The Island's water supply</i>	1.76	42.36	36.68	19.21
<i>Traffic flow and road safety</i>	2.17	33.48	46.52	17.83
<i>The natural environment</i>	7.52	27.43	46.9	18.14
<i>The local economy</i>	82.17	6.09	3.91	7.83
<i>The socio-economic diversity</i>	57.02	19.3	10.96	12.72
<i>The sense of community I feel</i>	30.53	26.11	30.09	13.27
<i>My immediate neighbourhood</i>	20.44	21.33	40.44	17.78



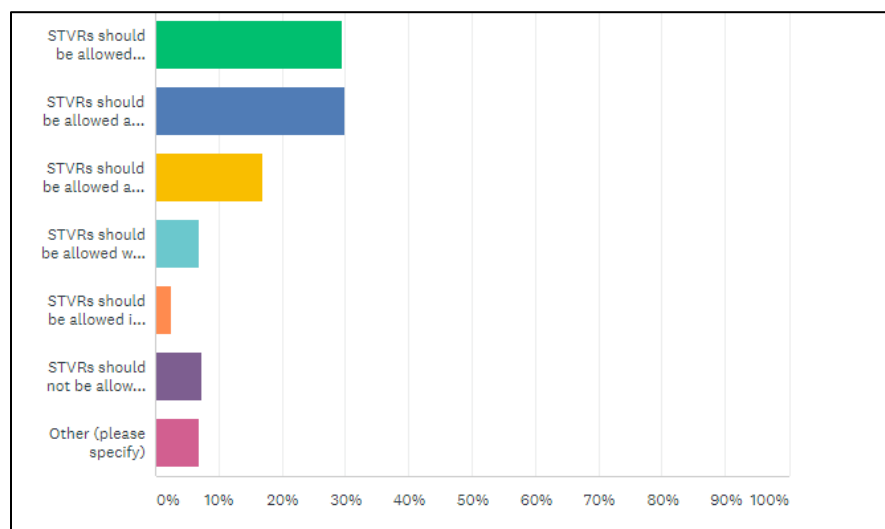
Summary of 'Other' responses (45 in total):

- Several people expressed concerns over impacts to water supply, environment, noise, sense of neighbourhood etc., others indicated that from their experience STVR users are generally respectful
- Several people expressed that STVRs provide important income for island residents and allow the island to be shared with others
- 1 person expressed that their temporary workers often stay in STVRs
- 1 person thinks that STVRs create a commercial business in residential neighbourhoods which is not positive

- There was mixed opinion expressed on the impact to long-term rental housing
- A couple people expressed there is not enough data to understand/correlate STVRs with water impacts or impacts on housing affordability
- One person thinks the questions could be biased
- 1 person thinks that the impacts should be framed by season with the shoulder season where the most benefits occur given summer is always busy
- 1 person thinks an apartment building is needed on the island for affordable housing
- 1 person expressed impacts on ferry traffic by STVRs

Question 8. Should people be allowed to rent their houses or cottages as STVRs on Galiano Island properties with residential zoning?

Answer	%
STVRs should be allowed anywhere.	29.44
STVRs should be allowed as a home business or with a Temporary Use Permit (TUP).	29.87
STVRs should be allowed as a home business only.	16.88
STVRs should be allowed with a Temporary Use Permit (TUP) only.	6.93
STVRs should be allowed in specific zones only.	2.6
STVRs should not be allowed at all.	7.36
Other (please specify)	6.93



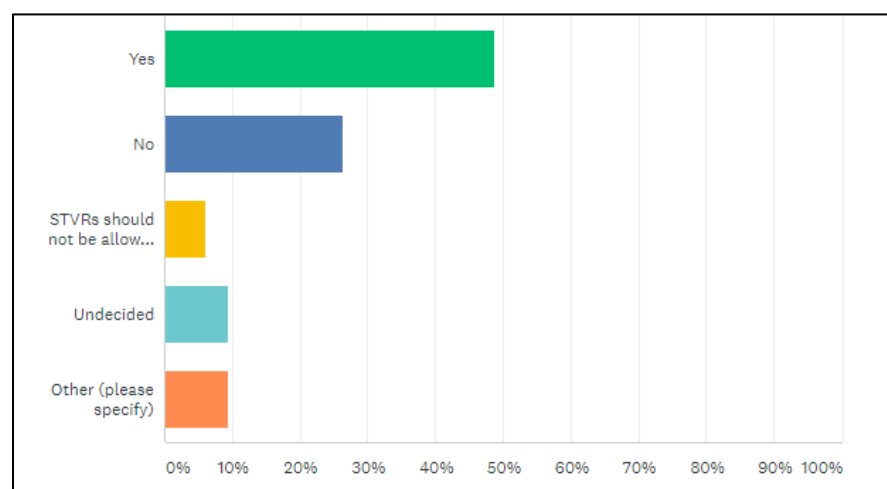
Summary of 'Other' responses (16 in total):

- Several people indicated that only home occupation STVRs should be allowed with a permanent resident on-site i.e. no TUPs
- 1 person thinks that there needs to be a better mechanism than TUPs that provide some regulation for safety and environmental impact but are not time-bound and needing renewal as long as requirements are being met

- 1 person suggested limiting the number operating days per year/STVR
- 1 person is happy with the current rules and just wants more enforcement
- 1 person thinks STVRs should be allowed anywhere
- 1 person thinks that home occupation regulations plus specific zoning for non-home occupation properties should be considered
- 1 person thinks a tourism plan needs to developed

Question 9. Are home occupation regulations, which require that the owner or the owner's representative live on the STVR property at the same time, a good way to manage STVRs?

Answer	%
Yes	48.71
No	26.29
STVRs should not be allowed at all.	6.03
Undecided	9.48
Other (please specify)	9.48

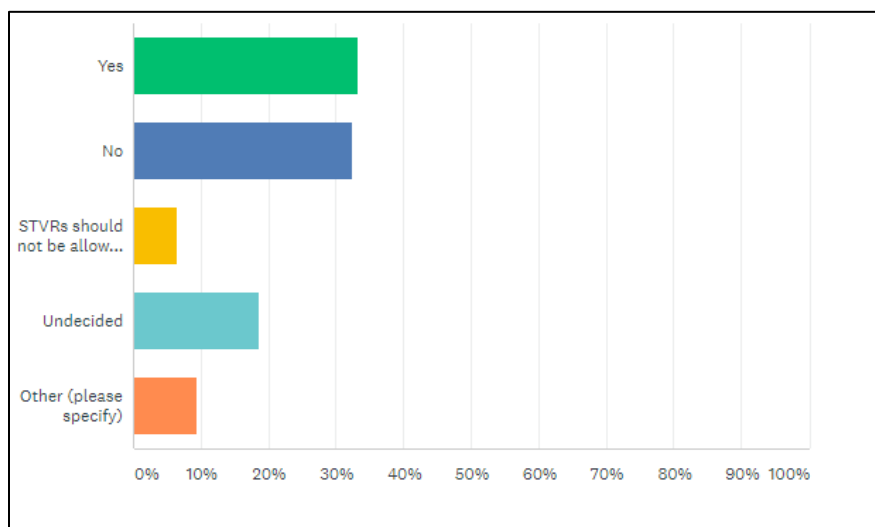


Summary of 'Other' responses (22):

- Several people indicated that while having someone living on site is good, it should not be the only option and that someone designated on island to manage the property should suffice
- 1 person thinks Islands Trust needs ability to license uses
- 1 person thinks increasing density allowances (e.g. cabin on a parcel less than 0.4 hectares) to allow for caretaker residences should be considered
- 1 person thinks the existing regulations work well
- 1 person thinks there should always be someone on-site

Question 10. Are TUPs which allow an STVR to operate for a temporary period where it would not otherwise be allowed (i.e. home occupation regulation requirements are not met), a good way to manage STVRs?

Answer	%
Yes	33.19
No	32.33
STVRs should not be allowed at all.	6.47
Undecided	18.53
Other (please specify)	9.48

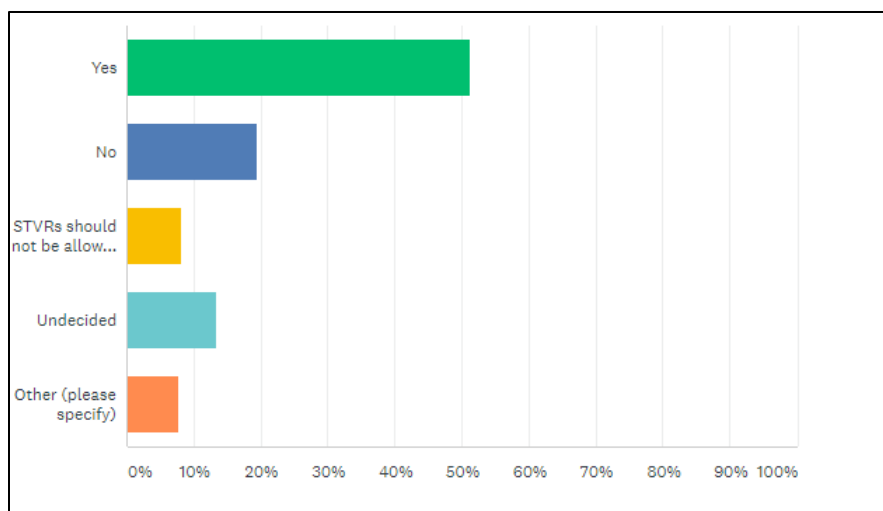


Summary of 'Other' responses (22):

- Several people think that the TUP process is too complex, onerous and expensive
- Some people think TUPs are a reasonable approach given that licensing is not an option
- 1 person thinks permitting of smaller homes for a permanent resident on all lots with a requirement for them to be used as long-term rental should be considered
- 1 person thinks that TUPs are not intended for managing commercial accommodation
- A few people think TUPs should not be allowed for STVRs

Question 11. Should only one STVR be allowed per property?

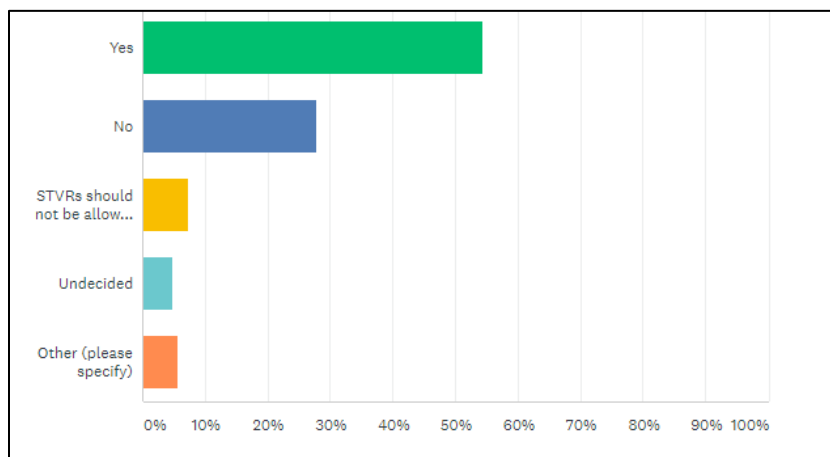
Answer	%
Yes	51.29
No	19.4
STVRs should not be allowed at all	8.19
Undecided	13.36
Other (please specify)	7.76



Summary of 'Other' responses (18 in total):

- Several people think it should be on a case-to-case basis (scale, location, water availability etc.)
- Two people think on corporate held properties, such as Therah, Hunterston Farms or various others, more than one STVR seems reasonable.
- One person thinks multiple STVRs should only be allowed if the property is also the permanent residence for someone on island (eg., can't operate both house and cabin as STVR, but could operate house and suite within house as two STVRs, if cabin is a long-term rental, or owner's primary home). Allowing multiple STVRs must also only be granted after careful consideration of sustainable water use.
- 1 person think licensing is needed
- 1 person thinks more than 1 STVR could cause more noise and water use impacts
- One person thinks a community vision is needed for tourism capacity, measuring impacts, regulating STVRs
- Question 12. Where STVRs are allowed, should the number of bedrooms or guests should be limited?

Answer	%
Yes	54.35
No	27.83
STVRs should not be allowed at all	7.39
Undecided	4.78
Other (please specify)	5.65



Summary of 'Other' responses (13 in total):

- Several people think it should be on a case-to-case basis (scale, location, water availability etc.)
- 1 person thinks that houses that are grandfathered in with a specific capacity, should be allowed, even if it is limited going forward for new structures
- 1 person thinks the rules are not always followed
- For larger properties that wish to host retreat groups, larger family events etc., perhaps some sort of licensing per event - like BCLC temporary liquor licensing for events - be created. Something less time intensive and less costly than TUP
- 1 person thinks only if there is compliance with fire regulations

Conclusions

In general, the findings of the public and stakeholder outreach indicates:

- A vast majority of respondents are either aware or well informed with respect to STVR bylaws;
- A vast majority of respondents think that STVRs are important to the local economy;
- There is mixed opinion on whether STVRs significantly impact long-term rental availability;
- There is mixed opinion on whether STVRs compete or benefit commercial accommodations;
- A majority of respondents think that STVRs improve the socio-economic diversity of the Island;
- There is generally a higher level support for STVRs operated under home regulations than TUPs where there is no permanent resident on-site;
- Less than a third of respondents think that the STVRs should be allowed everywhere without a TUP or home based provision;
- Many respondents have concerns about impacts of STVRs on water supplies, traffic flow/safety, and the environment;
- A majority of respondents think that there should be only one STVR allowed per property;
- A majority of respondents think that if STVRs are allowed there should be limits placed on the bedrooms/guests;
- Many respondents think an on-island operator should suffice for the granting of a TUP and/or home occupation allowance;

- Many respondents think that STVR uses and limits should be on a case-to-case basis with considerations of property size, location, water supply etc.;
- Many people think the TUP process should be simpler and less expensive;
- Some people think site specific zoning and/or licensing should be considered;
- A few people think that a tourism plan is required that considers STVRs;
- Some people are impacted by STVRs in their neighbourhoods but the issues are not widespread;
- Future regulatory reviews of STVRs need to consider the entire Galiano Island Trust Area including associated islands.

Options

Chapter 6 of the STVR [discussion paper](#) (included as Attachment 1) provides a range of options for potential revisions to STVR regulations and bylaw enforcement policies. The options presented in the paper largely speak to the many considerations and issues raised during the public outreach process, and where possible remain independent of whether the regulatory oversight is to be increased or relaxed.

With substantive information in hand, and overall community opinion divided on the benefits and impacts of STVRs, it is now up to the LTC to determine what bylaw amendments and other policy changes may be appropriate to consider.

Rationale for Recommendation

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

- Staff have now completed the research and community outreach phases of the project;
- Public and stakeholder consultation has provided LTC with a better understanding of community and stakeholder perspectives regarding STVRs;
- Results indicate that opinion is divided in the community regarding STVRs and whether regulations should more restrictive, less restrictive or left alone;
- There are a range of options available for amending bylaws and staff cannot proceed without clarity from LTC on what direction they intend to take i.e. additional regulation, relaxing standards, status quo with minor tweaks etc.

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.

Resolution:

That the Galiano Island Local Trust Committee request that staff provide the following additional information:_____.

2. Conduct additional community and stakeholder outreach prior to considering direction on potential bylaw amendments

The LTC may choose to undertake additional community consultation prior to making a decision on potential bylaw amendments.

Resolutions:

That the Galiano Island Local Trust Committee direct staff to organize the following community and stakeholder outreach: _____.

3. Receive for information

The LTC may receive the report for information.

NEXT STEPS

If potential bylaw changes are identified by the LTC, staff will develop draft bylaw amendments and arrange for public and stakeholder consultation.

Submitted By:	Brad Smith, Island Planner	February 19, 2020
Concurrence:	Gary Richardson, Acting Regional Planning Manager	February 20, 2020

6. Options

As outlined in section 3.1, the Galiano Island OCP and LUB currently regulate STVRs through a combination of home occupation use and TUPs. Outlined below is a brief discussion of potential options that could be considered by the LTC for further enhancing the STVR regulatory and policy framework on Galiano Island.

6.1. Changes to Home Occupation Use

Potential changes to the home occupation regulations concerning STVRs vary significantly between encouraging or deterring STVR use. The range of potential options here includes:

- Remove the requirement in section 3.13.1 of the LUB that only one dwelling or cottage or secondary suite per lot be used for STVR use at one time, thereby increasing potential STVR use for lots with multiple legal dwellings.
- Modify section 3.13.2 of the LUB, which places a maximum of three bedrooms with a total of four beds per lot on guest accommodation, including both STVRs and B&Bs. The number of bedrooms and beds permitted could be increased, decreased, or removed entirely, depending on the goals of the LTC.
- Place a more stringent restriction on what type of unit STVRs are permitted in, for example by forbidding STVR operations in secondary suites. This would have the intention of preserving secondary suites for long term rental stock, but would also require amending the OCP, which currently provides guidance that secondary suites can be used for vacation rental accommodation.
- Add some of the standard TUP guidelines to the home occupation regulations; for example, provisions concerning a responsible person available to reach 24/7 whose information has been distributed to neighbours, rainwater catchment system requirements, provision to guests of information on noise bylaws, water conservation, fire safety, and waste disposal, or other considerations the LTC feels are appropriate.
- Establish a minimum parcel size to conduct STVR operations, as an approach to addressing the perceived noise and privacy impacts. A minimum lot size regulation for STVRs could be clearly established and could be enforced with a degree of certainty. This would also have the effect of ensuring that the potential use was limited to a proportion of the overall residential lots on the Island and not all residential lots. However, this would necessarily preclude owners of lots smaller than the minimum established in the bylaw.
- Limit the number of dwellings used for short-term rental to a maximum number in any zone, neighbourhood, or block. A similar approach is to limit the impacts by permitting no additional short-term rentals within a certain distance of an existing short-term rental. However, without business licensing, such an approach would be virtually impossible to administer on Galiano Island within the home occupation category.
- Remove STVR as a permitted use entirely. This would require amending the LUB to take STVR use out of the home occupation regulations; this could be done either in concert with a continued TUP regulatory scheme to gain more control over STVRs, or jointly with the removal of STVR TUPs, if the LTC felt that a total STVR moratorium was more appropriate.

- Alter the regulations to state that home occupation could occur in the temporary absence of an operator; while a significant departure from the current regulations, this would adhere more closely to Airbnb's original intent of homeowners renting their primary residence while they are on vacation or otherwise absent for a short period of time. This option would face enforcement difficulties, as it has proven to be difficult to determine how much of the year a residence is occupied.
- Allow STVRs to operate in single family dwellings with no on-site operator under the condition that there be an operator elsewhere on the Island, with the standard provision that the responsible person be available 24/7 and their contact information be distributed to neighbours within a given geographic range.
- Prohibit the use of secondary suites both for STVR rental and for owners to live in while operating an STVR in a primary suite. This change would provide some protection for secondary suites as long-term rental stock.

6.2. Changes to Temporary Use Permits

Changes to TUPs will require amendments to the OCP, which currently has STVR-specific guidelines. Potential options here include that the LTC:

- Require that TUP numbers be displayed in all advertising and promotional materials. This would simplify bylaw enforcement investigation of potential bylaw contraventions.
- Forbid or limit TUPs issued in water management zones. Concerns about groundwater usage could be somewhat addressed through placing a specific number of acceptable TUPs or number of bedrooms in water management areas. This would refine the current guideline directive that the LTC "consider the cumulative effects on the neighbourhood and Island," and move toward a more quantified approach to groundwater protection.
- Require water metering of STVR TUPs. This would serve to provide data on water usage of STVRs, and could be taken into consideration in a TUP renewal application. This data could prove difficult to collect, quantify, or interpret, and may require increased administration efforts and attendant costs.
- Limit the number of dwellings issued STVR TUPs to a maximum number in any zone, neighbourhood, or block. A similar approach is to limit the impacts by permitting no additional STVR TUPs within a certain distance of an existing STVR TUP. This approach has the clear limitation that, while home occupation STVR use continues, limiting the number of TUPs in a given area will not necessarily correlate to limiting the number of STVRs.
- Remove STVR TUPs from the OCP entirely, requiring that all STVR operations adhere to the home occupation regulations. This would substantially curtail STVR operations by off-island residents by making it impossible to operate an STVR on a lot with only one dwelling unit, given the resident operator requirement within the home occupation regulations.
- Refuse TUPs to people or entities who own multiple properties, either on Galiano Island or within Trust Area generally. This would serve to restrict the possibility of one management company running a multitude of STVRs as a large-scale commercial operation, as is a noted issue in larger jurisdictions such as Vancouver.

Potential changes to TUPs should take into account that there is a possibility that STVR operators may keep applying for TUPs after their initial renewal expires. This requires that both the LTC and the applicant continue expending resources on application processes, and is also problematic in that

TUPs, as indicated in their name, are intended as temporary measures. In light of this, using TUPs as a permanent and ongoing regulatory tool should be considered carefully.

6.3. Changes to Zoning

Beyond looking at the home occupation regulations, there is potential for wider changes to the LUB through zoning to effect STVR use. One potential approach to managing STVRs through zoning would be to remove the home occupation and TUP avenues to compliance and create a new zone specifically for STVRs, similar to but distinct from existing LUB Inn or other accommodation zoning. Applicants would need to go through the rezoning process including a public hearing, which would allow for public notification and comment.

A potential STVR zone could have the same general requirements as are currently in the TUP guidelines, or could be more refined depending on LTC goals. The drawbacks of this approach include the cost of rezoning, the time involved in processing a rezoning, the need to develop guidelines, and the possibility of a continuing series of contentious rezoning decisions put forward to the LTC.

Alternately, another potential zoning approach to changing STVR regulation would be for the LTC to choose not to regulate the activity beyond making it a permitted use in all zones. This would presumably be based on the perception that there are no appreciable negative impacts resulting from STVR activity, or that existing regulations are undesirable to the community. This approach would require amending both the OCP and LUB to remove specific guidelines for STVR use.

6.4. Bylaw Enforcement

A crucial consideration in the formulation of any regulations is the ability to effectively enforce those regulations. In terms of enforcement of on-going activities, Galiano Island's enforcement policy is typically based on complaint rather than proactive enforcement, although a current standing regulation requires active bylaw enforcement of unlawful STVRs. Enforcement is based on the principle of seeking voluntary compliance, with legal action as a last resort.

Policy 5.5.1 of the Trust Council Policy Manual, Bylaw Compliance and Enforcement, outlines the conditions under which an investigation for unlawful activity may commence. Local Trust Committees have the ability to modify their own enforcement approaches from this policy by way of standing resolutions. The Galiano LTC could modify the current standing resolution requiring proactive enforcement such that it remained in force after the conclusion of the STVR review project. Continued proactive enforcement would address some concerns about over proliferation of STVRs, particularly of whole home rentals with no resident operator, as those are the most easily enforced STVR bylaw contraventions.

There are significant costs to enforcing at a higher level than is currently maintained. Continuing proactive enforcement would require an increase in bylaw enforcement resources, or could affect enforcement's ability to respond to other matters if resources remain the same. An approach used by several municipalities is the use of a third-party STVR monitoring software service, such as Host Compliance, to maintain a list of active STVRs and reduce the time required of bylaw officers in investigation. However, this software can be costly, and the financial feasibility of this method would need to be further explored.

The LTC also has the ability to amend the Bylaw Enforcement Notification (BEN) bylaw, which sets out the manner in which bylaw regulation is conducted. This includes designating bylaw contraventions and penalties for such contraventions. The LTC could increase or decrease the penalty amounts to reflect their perspectives and goals concerning STVR usage.

Bylaw enforcement would also be affected by any changes to the OCP or LUB that modify regulations for STVR use, by changing what is or is not bylaw compliant.

6.5. Business Licenses

Many jurisdictions use business licensing to review and control uses such as STVRs; however, as the Islands Trust does not have the legislative ability to implement business licensing, this tool is not available. Bowen Island is an exception due its status as a municipality. As explored in section 4.1, the benefits to business licensing include the potential to cover administrative costs through fees, simplify bylaw enforcement, and impose conditions of use.

The Islands Trust would need to collaborate at the regional district level to implement any business licensing scheme with respect to STVR uses.

Top Priorities Report

Galiano Island

1. Affordable Housing Strategy - STVR Review

Responsible

Dates

Phase 1: STVR review

Brad Smith

Rec'd: 04-Mar-2019
Target: 31-Mar-2020

2. Groundwater Sustainability

Responsible

Dates

Phase 1: mapping and data analysis

William Shulba

Rec'd: 02-Apr-2019
Target: 01-Apr-2020



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. *Land Use Bylaw Amendments*

Responsible

Date Received

To review LUB for: any technical/administrative bylaw amendments (e.g. definition references and numbering), shoreline zoning wording, crown lot rezonings, and review park zoning (specifically to allow stairs in setbacks).

07-Jul-2014

4. *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

5. *Cannabis Retail and production*

Responsible

Date Received

Consider review of policies and regulations to address cannabis retail sales and production

05-Mar-2019



Projects Report

Galiano Island

6. 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

7. 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

8. Review of maximum house sizes

Responsible

Date Received

To review policies and regulations to potentially establish maximum floor area(s) for dwellings

06-May-2019

9.

Responsible

Date Received

10.

Responsible

Date Received

11. Review of forestry land designations, policies and community benefit approaches

Responsible

Date Received

Projects Report

Galiano Island

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

12. *Climate Change Adaptation and Mitigation Strategies*

Responsible

Date Received

Development of climate change adaptation and mitigation strategies for Galiano Island - starting point is December 12th APC review of staff memo on Trust wide approaches to climate change adaptation

03-Feb-2020



Applications

Development Permit

File Number	Applicant Name	Date Received	Purpose
GL-DP-2019.1	Simons, Linda	17-Sep-2019	Application for a Development permit (with a variance) in the Shoreline DPA

Planner: Brad Smith

Planning Status

Status Date: 13-Feb-2020

Applicant has responded with status update - working to finalize geotech plan and greenshores assessment - staff re-clarified DPA 2 and 7 requirements

Status Date: 23-Jan-2020

Site plan submitted - shows structures within setbacks not related to geotech project- applicant has been informed they will need to seek separate variance - still waiting for submission of geotech proposal

Status Date: 26-Nov-2019

Contacted applicant - still awaiting submission of site plan and geotech proposal

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GL-DVP-2019.5	Ozimek, Edward & Neumann, Oliver	02-Dec-2019	Application for a variance for cistern

Planner: Brad Smith

Planning Status

Status Date: 13-Feb-2020

Planner met with applicant to further discuss options for 1) seeking variance 2) complying with bylaw

Status Date: 21-Jan-2020

Planner conducted site visit and met with applicant - next step is to further explore potential options/feasibility for siting of cistern

Status Date: 02-Dec-2019

Fees Paid, PTA opened file, LTC notified, given to Planner



Applications

Rezoning

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2005.2	Romagnoli	21-Mar-2005	Application to amend the LUB to rezone from F1 to F3

Planner: Brad Smith

Planning Status

Status Date: 06-Feb-2020

Planner emailed applicant seeking a clear pathway and timelines for finalizing the covenant and any other loose ends by March 31, 2020 or file closure may be pursued.

Status Date: 23-Jan-2020

Applicant has contacted planner indicating interest in finalizing covenant - planner will explore next steps and timelines with applicant for closing out process

Status Date: 02-Dec-2019

Planner has contacted applicant via letter to confirm status of rezoning application

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

Planner: Brad Smith

Planning Status

Status Date: 13-Feb-2020

Applicant has received response from lawyer, staff seeking to arrange meeting to clarify next steps

Status Date: 23-Jan-2020

Still waiting for applicant to resolve legal questions and finalize subdivision layout plan

Status Date: 26-Nov-2019

Legal questions re: subdivision layout still with CMS lawyer, Planner advised CMS to re-engage with local neighborhood group and provide update on revised proposal



Rezoning

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2017.1	DL37 Holdings, F. Stevens & I. Stevens	02-Aug-2017	Rezone DL37 from F1 to allow residential and industrial use

Planner: Robert Kojima

Planning Status

Status Date: 13-Feb-2020

Staff awaiting Minister approval of BL 265

Status Date: 14-Jan-2020

Executed copy of MoTI modification received

Status Date: 18-Dec-2019

Bylaws approved by EC

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2019.1	Dewinetz - GIGAHRs	11-Sep-2019	Georgia View rd: rezoning application for to amend the OCP and LUB to permit an affordable housing development

Planner: Brad Smith

Planning Status

Status Date: 10-Feb-2020

Applicant has requested application be put in abeyance to allow time for internal analysis of project scope, design and feasibility due to unforeseen cost increases

Status Date: 23-Jan-2020

Staff proposal to schedule CIM on March 7, 2020 included on feb 3 LTC agenda for LTC consideration

Status Date: 21-Jan-2020

Planner met with applicants to clarify process timelines, issues and next steps



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

Planner: Brad Smith

Planning Status

Status Date: 12-Feb-2020

Site visit conducted with Trustee Rockafella - discussed parking lot layout and driveway design/width

Status Date: 23-Jan-2020

Staff report on Feb 3 LTC agenda

Status Date: 18-Dec-2019

Planner conducted site visit and met with applicant

Temporary and Industrial Use Permit

File Number	Applicant Name	Date Received	Purpose
GL-TUP-2019.5	Follett & Denholm	10-Apr-2019	An application for a temporary use short term vacation rental

Planner: Brad Smith

Planning Status

Status Date: 23-Jan-2020

Applicant has received encroachment permit from MOTI - in process of submitting application for variance permit for structures encroaching in standard setbacks

Status Date: 26-Nov-2019

Planner has advised applicant that decision on application will be deferred until STVR study is completed

Status Date: 25-Oct-2019

Applicant still working on obtaining encroachment permit from MOTI for structures in RoW



Temporary and Industrial Use Permit

File Number	Applicant Name	Date Received	Purpose
GL-TUP-2020.1	Jamernik, Marilyn	07-Jan-2020	Application for renewal of a temporary use permit for a short term vacation rental

Planner: Phil Testemale

Planning Status

Status Date: 27-Jan-2020

Planner identified cistern requirement in original permit - new property owner seeking to install cistern to comply with TUP condition prior to putting renewal on agenda.

Status Date: 23-Jan-2020

Staff report on Feb 3 LTC agenda

Status Date: 14-Jan-2020

Fees received, PTA notified LTC and planner to be assigned.

File Number	Applicant Name	Date Received	Purpose
GL-TUP-2020.2	ROSNICK & MACKINNON	29-Jan-2020	Application for renewal of a temporary use permit for a short term vacation rental

Planner: Phil Testemale

Planning Status

Status Date: 20-Feb-2020

Staff report and draft (renewal) permit completed. March 2, 2020 agenda for consideration by LTC.

Status Date: 07-Feb-2020

LTC notified, Planner assigned and given to them

Status Date: 31-Jan-2020

Fees were paid, Planner to be assigned.

Applications

Temporary and Industrial Use Permit

File Number	Applicant Name	Date Received	Purpose
GL-TUP-2020.3	Orr, David	11-Feb-2020	TUP renewal for purpose of using property as a commercial vacation rental

Planner: Brad Smith

Planning Status

Status Date: 14-Feb-2020

PTA created file, waiting on fees

Islands Trust
LTC EXP SUMMARY REPORT F2020
Invoices posted to Month ending December 2019

625 Galiano	Invoices posted to Month ending December 2019	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-625	LTC "Trustee Expenses"	666.00	378.02	287.98
LTC Local				
65200-625	LTC - Local Exp - LTC Meeting Expenses	5,301.00	3,042.86	2,258.14
65210-625	LTC - Local Exp - APC Meeting Expenses	411.00	707.00	-296.00
65220-625	LTC - Local Exp - Communications	250.00	1,932.50	-1,682.50
65230-625	LTC - Local Exp - Special Projects	294.00	4,000.00	-3,706.00
TOTAL LTC Local Expense		<u>6,256.00</u>	<u>9,682.36</u>	<u>-3,426.36</u>
Projects				
73001-625-4051	Galiano Affordable Housing	3,000.00	875.41	2,124.59
TOTAL Project Expenses		<u>3,000.00</u>	<u>875.41</u>	<u>2,124.59</u>

Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2020-013	In Favour	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	In Favour	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	In Favour	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	In Favour	04-Mar-2019
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.		
2018-064	In Favour	04-Jun-2018
that the Galiano Island Local Trust Committee endorses the Telecommunication strategy Project Charter dated June 22, 2016		



Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2016-000	In Favour	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	In Favour	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	In Favour	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

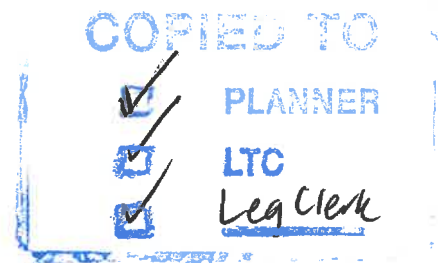
Galiano Island

Resolution Number	Action	Date
2011-205	In Favour	17-Oct-2011
That where a Liquor Control and Licensing Branch Special Occasion License referral relates to a property on which Galiano Island Land Use Bylaw No. 127, 1999 permits public assembly uses, such as restaurants or community halls, and where there have been no issues related to parking or past complaints for the preceding three years , staff may approve the Special Occasion License without referral to the Local Trust Committee. All other Special Occasion License referrals are to be referred to the Local Trust Committee for consideration.		
2010-115	In Favour	18-Oct-2010
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.		
2009-085	In Favour	11-May-2009
That staff refer all applications adjacent to a park or ocean access to the Galiano Island Parks and Recreation Commission for comment		



DRAFT

Galiano Island Advisory Planning Commission Record of Meeting

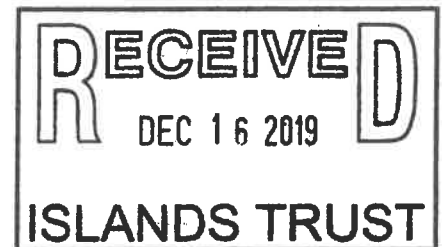


Date: December 11, 2019 @ 2:00 PM
Location: Trustee Office
23 Madrona Drive, Galiano Island, BC

Members Present: Sheila Anderson (Chair)
Jenna Falk
Dave Koster
Barry New

Regrets: Akasha Forest
Bowie Keefer
Judy Parrack

Staff Present: Carly Bilney, Recorder



1. CALL TO ORDER

The meeting was called to order at 2:05 p.m.

2. APPROVAL OF THE AGENDA

By general consent, the agenda was approved as presented.

3. MINUTES OF NOVEMBER 22, 2019 FOR ADOPTION

It was Moved and Seconded,
that the Galiano Advisory Planning Commission minutes of November 22, 2019 be adopted.

CARRIED

Chair Anderson noted that Judy Parrack has given her notice to resign from the Galiano APC.

4. COMMENTS FROM MEMBERS OF THE COMMUNITY

There were no members of the community present.

DRAFT

5. CONSIDERATION OF APC REFERRAL RESPONSE REPORT FORM & CONTENT (CLIMATE CHANGE)

5.1 LTC Resolution GL-2019-067 to refer the climate adaption and mitigation strategy report to the Galiano APC to make specific recommendations on strategies

The Committee reviewed the draft report and discussed final edits.

It was Moved and Seconded,

that the Galiano Advisory Planning Commission approve the draft report, in principle, subject to final review of latest changes by email.

CARRIED

6. REVIEW & DISCUSSION OF APC REFERRAL INFO (RNP)

6.1 Local Trust Committee (LTC) Resolution GL-2019-086 to request that the Galiano APC provide recommendations on how best to present information on the Road Network Plan (RNP) to the community and what types of materials would best support the presentation(s).

The committee discussed the request by the LTC to provide recommendations on how to present the RNP to the community. The following list of comments and suggestions regarding information material relating to the LTC's RNP Community Education Project were discussed and there was agreement to submit them to the LTC as our recommendation:

- Include a history and background as to why Galiano has an RNP, and what considerations led to the one that now exists, such as:
 - Sale of MacMillan Bloedel (MB) tree farm with no road dedications;
 - Construction of MBs network of haul roads;
 - Desire to avoid sprawling residential development on forest land designation without maintained access roads built to a safe standard;
 - Importance of emergency access routes for alternatives in natural or human caused disasters;
 - Desire to minimize the impact of roads on forest land by avoiding unnecessary new road building when historic road beds already exist;
 - Desire to minimize the impact of roads on freshwater resources by minimizing cut and fill, choosing future highway routes that follow topographical contours and staying clear of wetlands and ponds; and
 - Relevant Island's Trust policy directives.
- Map graphics that show the topography of the island in connection to the RNP, ideally via a 3D map.
- Show the location of roads and planned future roads in relation to existing water courses, ponds and riparian areas. Research historic patterns of wetlands. Map overlays could be used.

DRAFT

- Information handouts and printed maps that are small enough for people to take with them to review or to include in a report would be beneficial to all. Chair Anderson showed the APC the map that had been printed for the first RNP Public Hearing years ago that was in black and white and on both sides of an 11 x17 sheet with the North island on one side and the South on the other. A legend and markings had been specifically designed to be meaningful in black and white print.
- Provide an overview of OCP Transportation Policies that are, in addition to Schedule C, also a part of the Road Network Plan.
- Explore additional LUB regulations that could further guide/enhance the application of the Road Network Plan.
- William Shulba, the Islands Trust Fresh Water Specialist, should be invited to present on the impact of roads on freshwater resources, especially groundwater.
- A presentation on the RNP should include discussion of policies around powerlines following future highway routes instead of carving over ridges and through the forest to avoid unnecessary additional fragmentation of forests and also to minimize fire risk.
- Discussion about emergency access route management options should be included with examples of how other communities manage them. Example: Tofino.

7. NEXT MEETING DATE AND TIME

No future meeting date was scheduled.

8. ADJOURNMENT

By general consent the meeting was adjourned at 4:15pm.

CHAIR

DATE

CERTIFIED CORRECT:

Carly Bilney, Recording Secretary