# Gambier Island Local Trust Committee
# Special Meeting Agenda

**Date:** February 19, 2016
**Time:** 1:00 pm
**Location:** Eric Cardinal Hall
930 Chamberlain Road, Gibsons, BC

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Pages

1. CALL TO ORDER 1:00 PM - 2:00 PM

2. APPROVAL OF AGENDA

3. BUSINESS ITEMS

   3.1 GM-DVP-2016.1 (Convention of Baptists Churches - Keats Island)

      3.1.1 Staff Report dated February 5, 2016 2 - 22

   3.2 Board of Variance - Update

      3.2.1 Memorandum dated January 22, 2016 23 - 24

   3.3 Bylaw No. 128 (Rezoning at Cotton Bay, Gambier Island) 25 - 26

   Bylaw No. 128 cited as "Gambier Island Land Use Bylaw, 2004, Amendment No. 1, 2015", be adopted.

4. ADJOURNMENT 2:00 PM - 2:00 PM

# STAFF REPORT

**Date:** February 5, 2016 **File No.:** GM-DVP-2016.1

**To:** Gambier Island Local Trust Committee
For meeting February 19, 2016

**From:** Sonja Zupanec, Island Planner

**Copy:** Ann Kjerulf, Regional Planning Manager
Aleksandra Brzozowski, Island Planner

**Re: Development Variance Permit**
**DL 696 Keats Island**
**PID 014-385-694**

**Owner:** The Convention of Baptist Churches of British Columbia
**Applicant:** Kasian Architecture
**Location:** 900 Keats Road – Keats Island

## THE PROPOSAL

The applicant is seeking relief from the provisions of Section 4.10.7 of the Keats Island Zoning Bylaw (LUB) which states, in part:

*4.10.7 The maximum height of structures is 4.6 metres (15.0 feet)*

The purpose of the application (Attachment 1) is to seek an increase to the maximum permitted height for a structure on the subject property to allow for a new garage/workshop with a height of 5.8 metres (19.0 feet).

A copy of the proposed development variance permit is attached (Attachment 2) to this report.

## BACKGROUND

The Convention of Baptist Churches of British Columbia (owner) leases a 12,000 square foot portion of DL 696 to BC Hydro for vehicle, equipment and materials storage. This portion of land is within the CS2 zone and subject to a Land Use Contract between the owner and the Gambier Island Local Trust Committee (LTC). BC Hydro had constructed (circa 1981) an 800 square foot wood frame building and subleased a portion of the building to Telus for the purposes of vehicle and materials storage. The building is proposed to be demolished and replaced with a new 2400 square foot garage/workshop to accommodate storage needs for both BC Hydro and Telus.

## SITE CONTEXT

District Lot 696 is located at Keats Island (Figure 1) and the owners have been working on a complex subdivision and rezoning application for the subject property with the Islands Trust for over 15 years. BC Hydro leases a small 12,000 square feet site within a forested section of the subject property (Figure 2). The existing BC Hydro building (Figure 3) can no longer serve the purposes of vehicle and materials storage and will be demolished and replaced with a new building with a taller, gabled roof to accommodate the newer service vehicles used by BC Hydro (Figure 4).

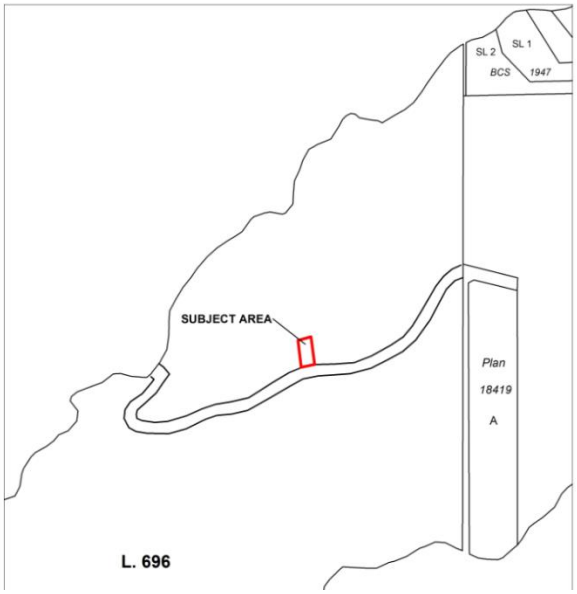
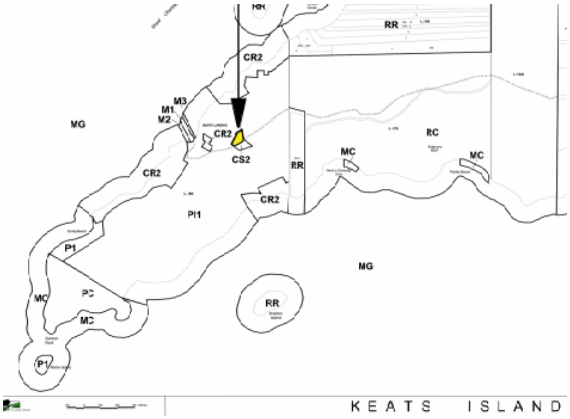



**Figure 1: Subject Property**



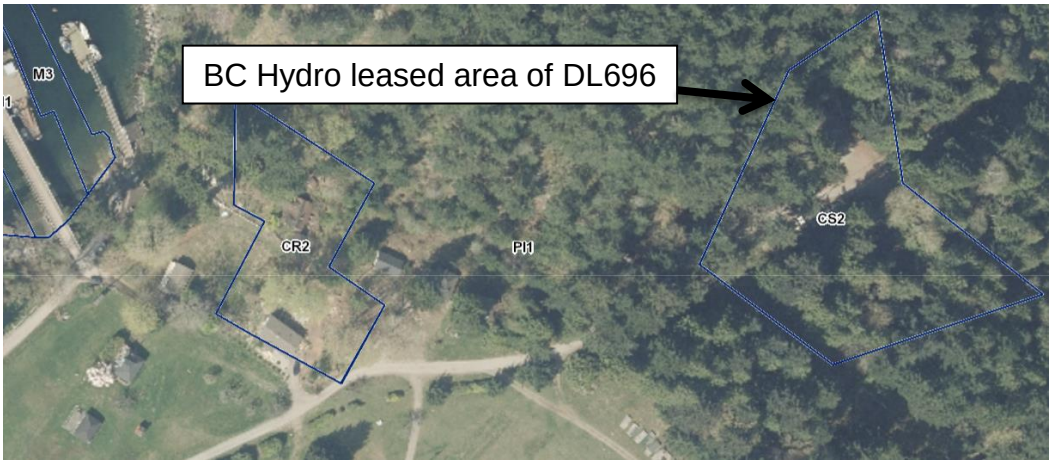




**Figure 2: Aerial photo of BC Hydro leased site and surrounding area.**

**Figure 3: Existing building to be demolished**

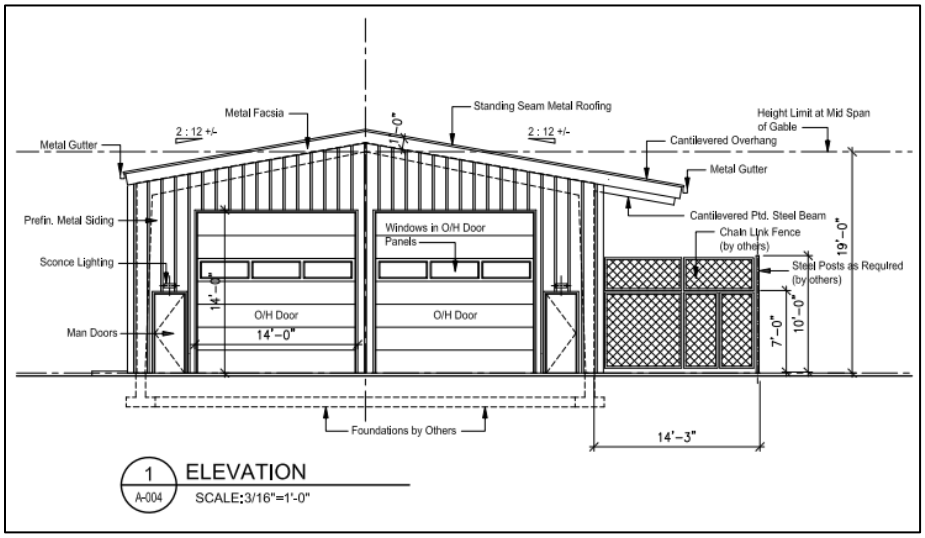



**Figure 4: Proposed new building**

## CURRENT PLANNING STATUS OF SUBJECT LANDS

Islands Trust Policy Statement:

The proposed development variance permit is not contrary to or at variance with the Islands Trust Policy Statement.

Official Community Plan

Keats Island Official Community Plan No. 77

The subject property is located in the "Community Service" OCP designation. The proposal is not at variance with the following relevant OCP policies:

### *Community Facilities*

*P 5.37 The community well sites in Eastbourne and the existing Hydro shed and parking area near Keats Landing are the only community facilities designated as Community Service on Schedule B. Consideration for other community use facilities, such as a community hall, a tennis court and/or outdoor playing field can be addressed by the Local Trust Committee in response to an application for rezoning amendment.*

*P 5.38 In evaluating applications to establish new community facility uses on Keats Island, the Local Trust Committee should consider: location, proposed use and scale, level of community support, environmental impacts, impacts on the immediate surroundings, the availability of services and resources necessary to operate the facility, potential public costs, and the potential impacts on existing Keats Island facilities and services.*

*P 5.39 Multi-purpose use of community facilities is encouraged by the Local Trust Committee.*

Land Use Bylaw

The proposed site is a leased portion of the subject property and is zoned Community Service 2 (CS2) as per the Keats Island Land Use Bylaw, No. 77. This zone permits community service use; electrical and telecommunication utilities and buildings and structures accessory to a permitted use. A Land Use Contract (LUC) is in effect for DL 696 between the owner and the LTC. The LUC stipulates in Part 1 that ***"the use and development of the Land shall be in accordance with this Contract."*** And in Part 2 that ***"the use of the Land and any buildings or structures on the Land shall be used only for the purposes specified in Schedule 'B' attached hereto."***

Schedule B of the LUC expressly permits "Public service use"; therefore the proposed DVP is consistent with the LUC.

The current subdivision and rezoning applications with the owners of the DL696 have no bearing or effect on the proposed DVP and the LTC may consider issuance of the DVP despite the complex proceedings of the other development applications.

Islands Trust Fund

As per the Islands Trust Fund and Local Planning Services Coordination Policy Manual, this application does not directly affect Islands Trust Fund Board (TFB) interests as it does not directly affect a TFB owned property or conservation covenant or a property adjacent to a TFB owned property or conservation covenant.

Regional Conservation Plan

Map 6 of the Islands Trust Fund Regional Conservation Plan indicates that the estimated importance of habitat composition is between low and medium for this property.

Sensitive Ecosystems and Hazard Areas

Islands Trust Sensitive Ecosystem Mapping does not show any sensitive ecosystems or hazard areas being mapped for this property.

The applicant has submitted a 'Site Profile' under section 40 of the *Environmental Management Act*. As the leased site has been used for industrial activities in Schedule 2 of the Contaminated Sites Regulation, the applicant must provide a 'Site Profile' to the local government for registration with the provincial site registry (Attachment 3).

Archaeological Sites

There are recorded archaeological sites located within 50.0 m of the building site. The applicant has been advised to contact the Archeology branch of the Ministry of Forests, Lands and Natural Resources in order to ensure the proposed demolition and new construction does not adversely impact existing archaeological resources.

Covenants

Registered interests do not affect this Development Variance Permit application.

Bylaw Enforcement

There are no bylaw enforcement issues relevant to the consideration of this application.

Climate Change Mitigation and Adaptation

There are no anticipated impacts on greenhouse gas emissions that would result from increasing the permitted height as proposed.

**COMMUNITY INFORMATION MEETING(S)**
No Community Information Meeting is recommended for this application.

**RESULTS OF CIRCULATION**
Notification of this variance application was distributed to neighbouring property owners in accordance with statutory requirements. At the time of writing this report, staff had received no submissions from neighbouring property owners or tenants regarding the application.

**STAFF COMMENTS**
The variance is required in order to meet the needs of BC Hydro's vehicle and equipment storage to support electrical and telecommunication services to Keats islanders. The proposed increase in height from 4.6 metres to 5.8 metres for the new garage/workshop is a minor variance to the Land Use Bylaw that is not contrary to the provisions of the LUC. The proposal, if approved, would not adversely impact adjacent uses/lands or the current subdivision and rezoning applications for DL696.

Should the LTC approve the requested DVP, the applicant will be required to obtain a building permit from the Sunshine Coast Regional District (SCRD) to ensure that the new building meets BC Building Code requirements.

Staff supports approval of this variance application.

**RECOMMENDATION**
THAT the Gambier Island Local Trust Committee approve issuance of Development Variance Permit GM-DVP-2016.1.

Prepared and Submitted by:

Sonja Zupanec — February 5, 2016

Sonja Zupanec, MCIP, RPP
Island Planner — Date

Concurred in by:

Ann Kjerulf — February 8, 2016

Ann Kjerulf, MCIP, RPP
Regional Planning Manager — Date

Attachments:

1. Application
2. Proposed Development Variance Permit
3. Site Profile

Islands Trust

**Victoria Office**
200 - 1627 Fort Street
Victoria, BC V8R 1H8
Telephone: 250.405.5151
Fax: 250.405.5155
information@islandstrust.bc.ca
*North Pender, South Pender, Galiano, Mayne, Saturna, Executive*

**Salt Spring Office**
1 - 500 Lower Ganges Road
Salt Spring Island, BC V8K 2N8
Telephone: 250.537.9144
Fax: 250.537.9116
ssiinfo@islandstrust.bc.ca
*Salt Spring*

**Northern Office**
700 North Road
Gabriola Island, BC V0R 1X3
Telephone: 250.247.2063
Fax: 250.247.7514
northinfo@islandstrust.bc.ca
*Denman, Gabriola, Gambier, Hornby, Lasqueti, Thetis*

*Preserving Island communities, culture and environment* www.islandstrust.bc.ca Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC 1.800.663.7867

# Development Variance Permit Application Form

Print Form

**Office Use Only**

Fee Paid: $748- Receipt No.: 3043 File No.: GM-DVP-2016-1

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

Lot/Parcel 696 Plan _____ Block _____ District Lot/Section 696

Range _____ Other Description District Lot 696, Group 1, New Westminster District

Street Address or General Location 900 Keats Road, Keats Island

Jurisdiction and Folio Number 08-746-00696.022 (From Property Assessment/Tax Notice)

Parcel Identifier (PID) 014-385-694 (From State of Title Certificate)

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

**First Owner Information**

The Convention of Baptist Churches of British Columbia
Name

7175 Royal Oak Avenue
Street Address

City Burnaby Region BC

Postal/Zip Code V5J 4J3

Telephone 604-420-7646

Fax 604-422-8696

E-mail bcyarea@cbwc.ca

**Second Owner Information**

_____
Name

_____
Street Address

City _____ Region _____

Postal/Zip Code _____

Telephone _____

Fax _____

E-mail _____

## SECTION 3: APPLICANT INFORMATION
(IF DIFFERENT FROM OWNER)

Name Kasian Architecture Street Address 13 floor-333 Dunsmuir Street

City Vancouver Region BC Postal/Zip Code V6B 5R3

Telephone 604.631.4562 Fax _____ E-mail _____

**Freedom of Information and Protection of Privacy**

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

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

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

**SECTION 4:** Provide one full-scale, and three (3) reduced (11 x 17) copies of a detailed site plan and other drawings that must include the following:

- [x] existing and proposed uses on parcel
- [x] existing bylaw requirements and proposed variance with accurate dimensions
- [x] uses of existing and proposed buildings
- [x] dimensions and/or floor areas of existing and any proposed buildings
- [x] height of existing and proposed buildings/additions
- [x] setbacks for all existing and proposed buildings to property lines, natural boundary of sea, watercourses and cliffs
- [ ] setback of existing and proposed septic field to natural boundary of the sea and watercourses (where applicable)
- [ ] parking areas including numbered parking stalls, aisle widths, stall dimensions (where applicable)
- [x] all wetlands, sewage disposal field(s), septic tanks, wells, drainage areas, ponds and topography
- [ ] landscaping showing existing and proposed landscaping. Also, include an estimate of the cost of landscaping, provided by a Landscape Architect or qualified professional. This estimate will be used to determine the amount of any security required.
- [x] elevation plan

**If the space provided below for each section is not sufficient, please attach additional information using a Microsoft Word, Excel, Text or a separate PDF Document.**

**SECTION 5:** Describe the current uses of the land and buildings on the property.

The Convention of Baptist Churches of British Columbia leases a portion of lot 696 to BC Hydro. The portion of land is within the CS2 zone as indicated in Schedule B Bylaw 78 BC Hydro has constructed a wood frame building (circa 1981) that is approximately 800sqft. A portion of the building (approximately 336sqft) is sub-leased to Telus. Both BC Hydro and Telus use the their respective portions of the building to house a sevice vehicle and materials necessary to conduct regular and emergency maintenance on the power and communication systems on the island. BC Hydro has also constructed a fenced enclosure adjacent to the building to store spare power line poles (lying down) for use during routine and emergency maintenance. There is one (1) composting toilet on site attached to the building.

**SECTION 6:** Describe the proposed uses of the land and buildings, and show on your site plans the location of any proposed buildings or structures. If required, submit an elevation plan showing side views of the proposal.

The proposed building will replace the existing building on site, which has reached its end of useful life and no longer meets BC Hydro operational requirements. The new building will serve the exact same function as the existing building. A portion of the building will be sub-leased to Telus for the exact same uses as the existing building.

**SECTION 7:** Describe the proposed variances to the bylaw requirements that are needed for the proposed development of the property. On your site plan, show the existing bylaw requirement and your proposed variance with accurate dimensions.

The proposed variances refers to Bylaw 78 Section 4.10.6 which reads "The maximum height of structures is 4.6 metres (15.0 feet)." Building height is defined in Bylaw 78 Section 1.5.1 as "height means the vertical distance to the highest point of the upper roof for flat roofs; to the deck line of mansard roofs and to the average height between eaves and the ridge of the upper roof of a structure for gable, hip and gambrel roofs; and in the case of a structure without a roof, to the highest point of the structure, all measured from grade." The proposed building has a gable roof.

**SECTION 8:** Describe the reasons for the proposed variance and why the current bylaw requirements cannot be met in the proposed development.

The newer service vehicles in BC Hydro's fleet require an 12' high overhead door to safely pass through. The mechanism to hoist the door is placed 18" above the door opening. With a gable roof design, height of the building needs to be at least 19' 0" as measured at mid span, a variance of 4'. Therefore, a variance to Bylaw 78 Section 4.10.6 is required for BC Hydro to continue servicing the community on Keats Island in a safe and reliable manner into the foreseeable future.

**SECTION 9:** Describe how the property and the surrounding lands may be affected by the proposed variance, show any of the affected features on your site plan, and describe how you propose to mitigate.

The proposed building will be constructed on approximately the same footprint as the existing building. The existing building is located in a wooded area that is concealed from neighbouring residents and summer camp that also occupy lot 696. Therefore, the proposed variance, allowing for a building 4' higher than is currently allowed, will not adversely affect the property or surrounding lands.

**SECTION 10:** Describe any consultation you have undertaken with your neighbours and strata corporation (if applicable).

BC Hydro has engaged with the land owner (The Convention of Baptist Churches of British Columbia) and the landowner representatives over email, numerous phone conversations and an in-person site visit. The landowner has been fully briefed in the proposed building and has been given opportunity to provide comments and ask questions to ensure their current operations, including the summer camp, will not be adversely affected by the propose building. On December 18, 2015, BC Hydro met with representatives of the landowner at the Keats Island site to discuss the proposed building. To date, the landowner has expressed favourability in the plans and all concerns and comments have been addressed by BC Hydro.

## SECTION 11: APPLICATION COMPLETION CHECKLIST

- ☒ I have completed all sections of this application form
- ☒ I have included detailed site plans and elevation drawings as required in Section 4 of this application form
- ☒ I have included recent State of Title Certificate (not more than 30 days old)
- ☒ I have included copies of all covenants registered against this title
- ☒ All owners listed on the title have signed the application
- ☒ I have included the correct fee (Contact Islands Trust staff for current fees)

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

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

## SECTION 12: OWNER'S CONSENT AND AUTHORIZATION

(Signature of all registered owners is required. For additional owners, including Strata Corporations, attach a separate sheet)

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

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

**First Consent and Authorization**

Ian K Grant
**Consent and Authorization Signature**

Jan. 14, 2016
**Date**

**Second Consent and Authorization**

**Consent and Authorization Signature**

**Date**

Print Form

**Contaminated Sites Regulation**

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

# PROPOSED

| | |
|---|---|
| Islands Trust | **GAMBIER ISLAND LOCAL TRUST COMMITTEE**<br>**DEVELOPMENT VARIANCE PERMIT**<br>**GM-DVP-2016.1** |

**TO:** CONVENTION OF BAPTIST CHURCHES

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

   PID 014-385-694
   District Lot 696, Group 1, New Westminster District

2. Pursuant to Section 498 of the *Local Government Act*, Section 4.10, Subsection 7 Height of Keats Island Land Use Bylaw No. 77 is varied as follows:

   "*The maximum height of structures is 4.6 metres (15.0 feet)"*

   is varied to:

   *"The maximum height of structures is 5.8 metres (19.0 feet)"*

   In accordance with Schedules "A1" through "A4" to allow the construction of a new accessory 2,480 square foot building for the purposes of vehicle and electrical/telecommunications material storage.

3. All buildings and structures shall be consistent with Schedule "A1" through Schedule "A2" which are attached to and form part of this permit:
   Schedule "A1" – Site plan depicting location of accessory building within lease lot lines
   Schedule "A2" – Elevation plan front depicting the height of the accessory building
   Schedule "A3" – Elevation plan side
   Schedule "A4" – Elevation plan rear

4. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of Keats Island Land Use Bylaw No. 77, 2002 and to obtain other appropriate approvals necessary for completion of the proposed development.

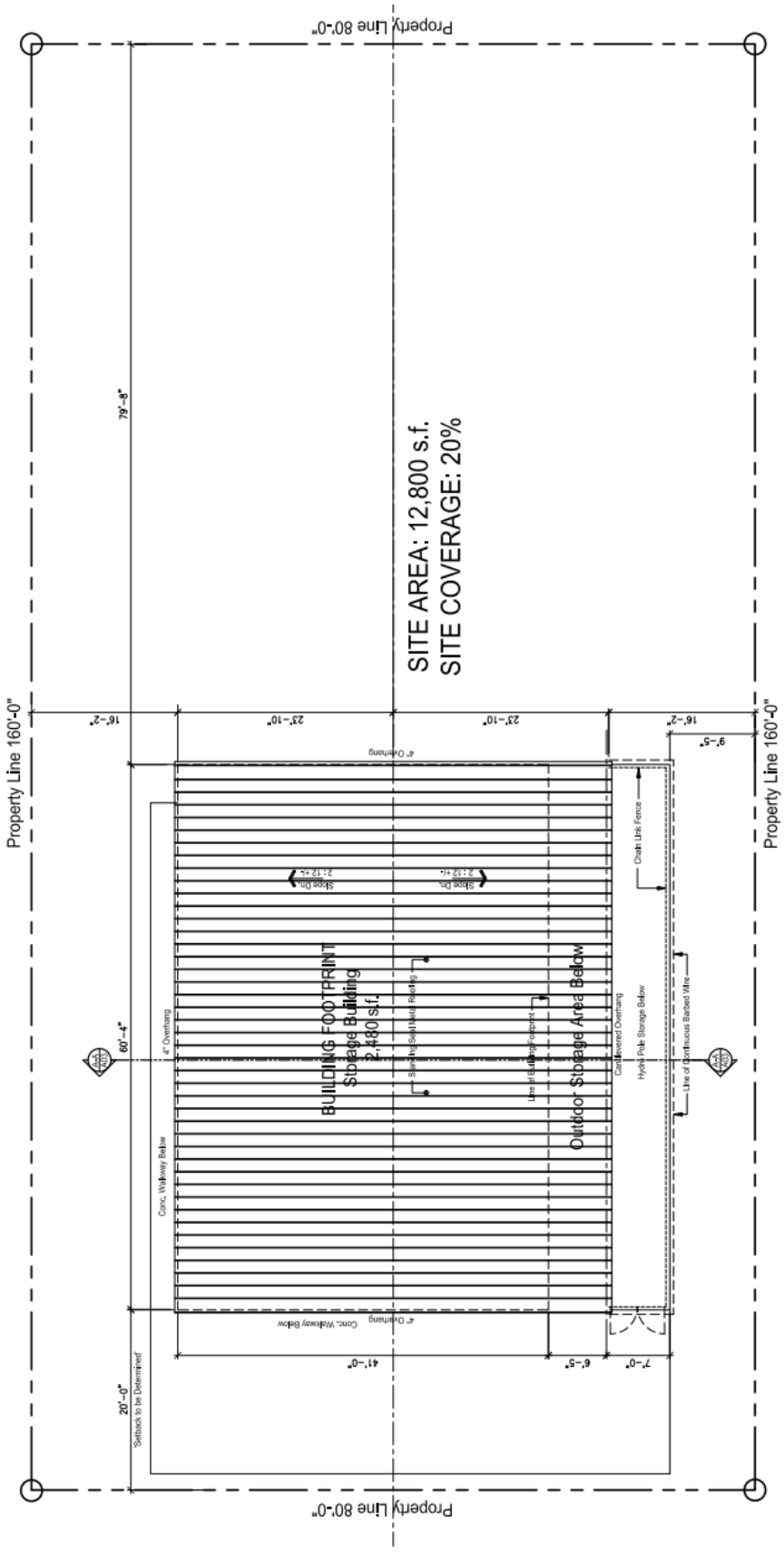
**AUTHORIZING RESOLUTION PASSED BY THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE THIS ___ DAY OF ___, 2016.**

_____
**Deputy Secretary, Islands Trust**

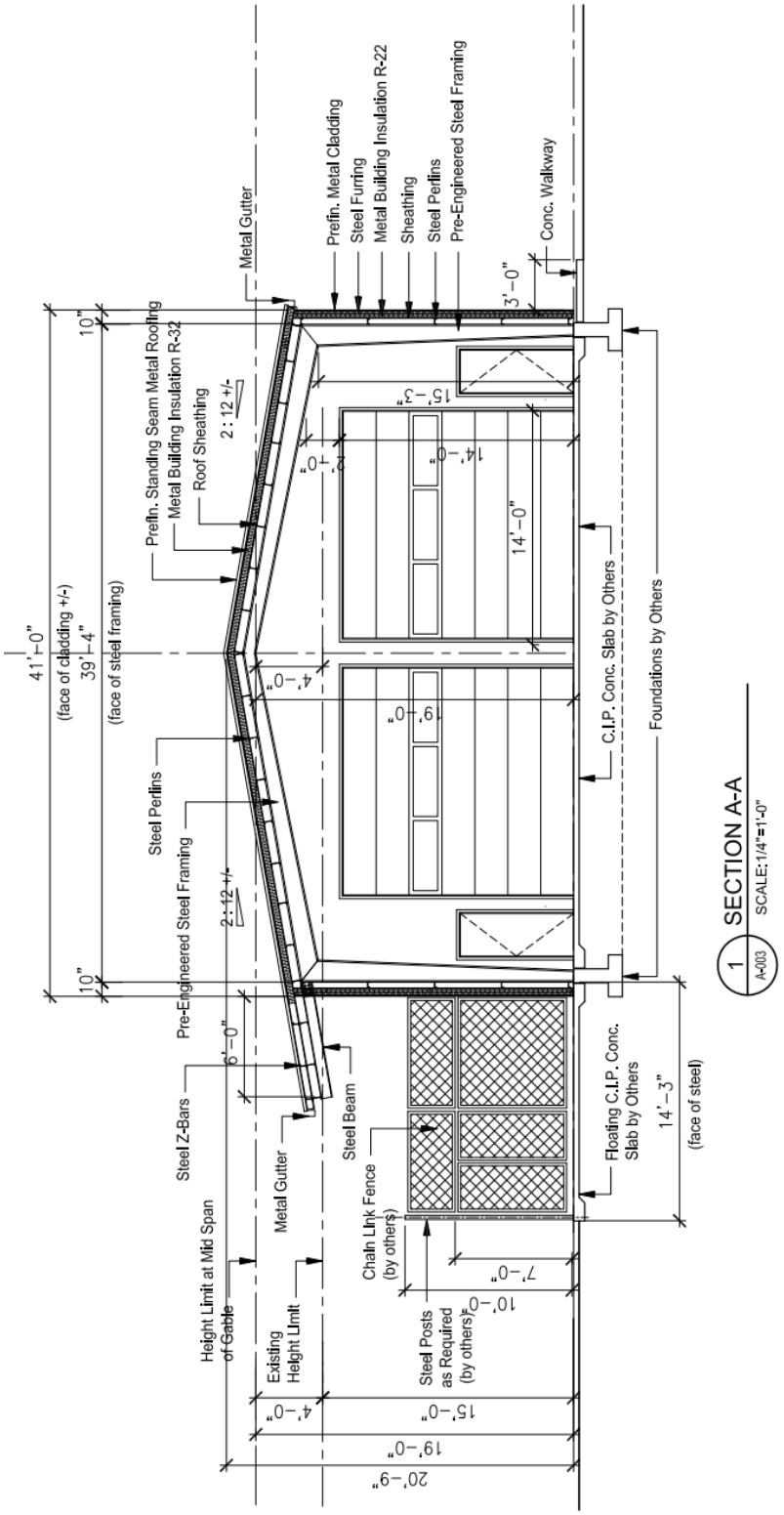
_____
**Date of Issuance**

**IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE ____ DAY OF 2018, THIS PERMIT AUTOMATICALLY LAPSES.**

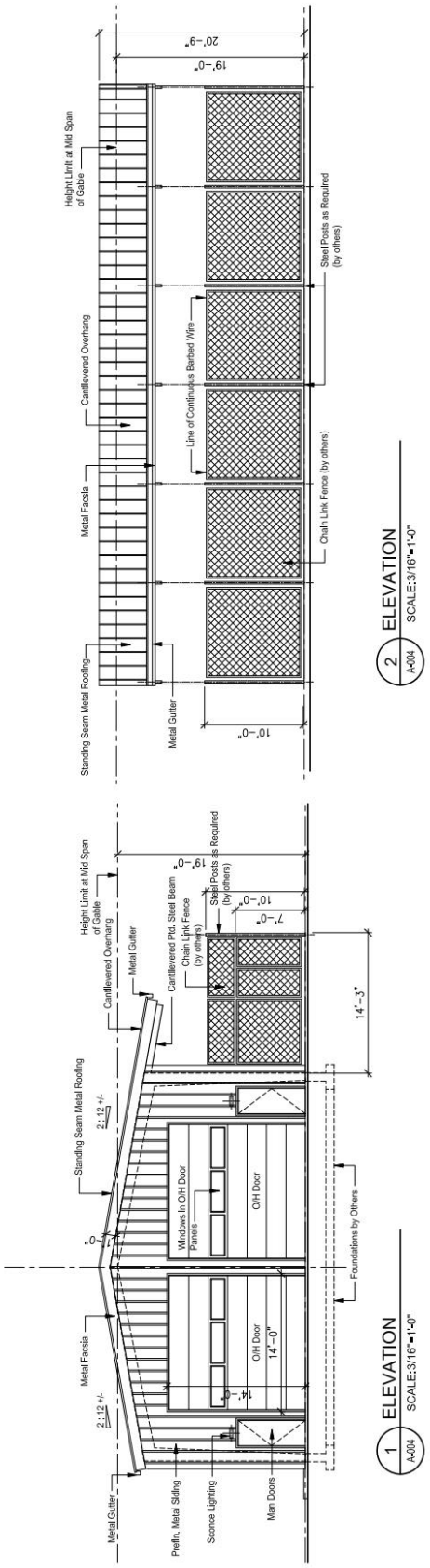
## Schedule "A1" – Site Plan



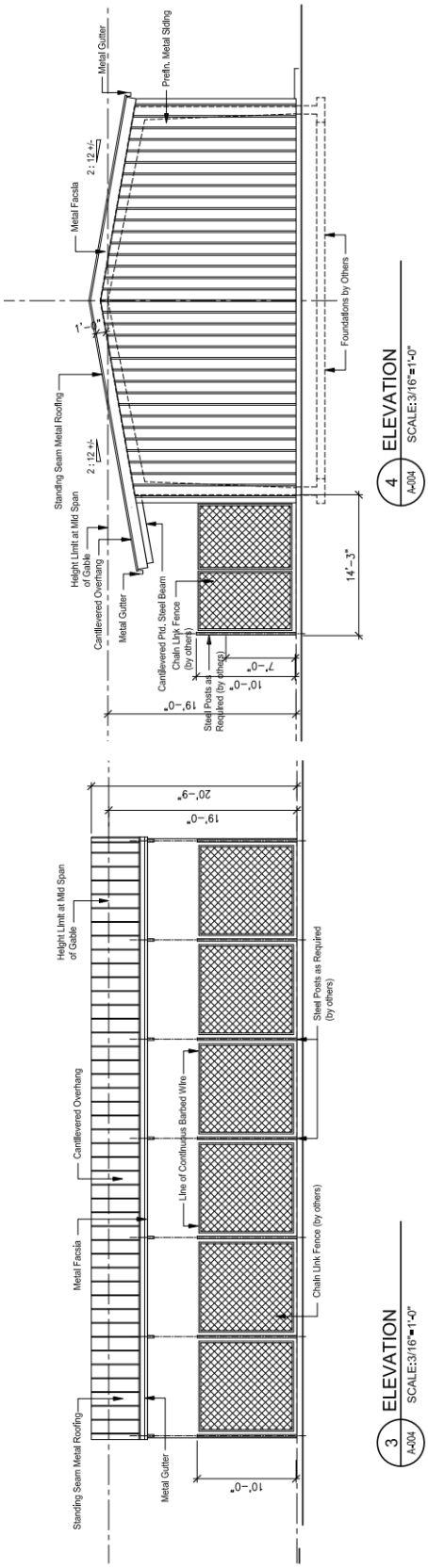
## Schedule "A2" – Front Elevation



## Schedule "A3" – Elevation Plan side



## Schedule "A4" – Elevation Plan rear



BRITISH COLUMBIA | Ministry of Environment

# Site Profile
## Schedule 1 Contaminated Sites Regulation

This form may be sent to the Ministry of Environment by paper mail, fax, or courier. It may also be scanned and e-mailed with the applicable attachments (such as maps) to siteprofiles@gov.bc.ca.

**Mail, Fax or Courier:** Director of Waste Management
c/o Site Profile Administration
Ministry of Environment
#200 - 10470 - 152nd Street
Surrey BC V3R 0Y3

Fax: (604) 584-9751

For further information, please e-mail us at site@gov.bc.ca, or contact us by phone at (250) 387-4441.

**Introduction**
Under section 40 of the *Environmental Management Act*, a person who knows or reasonably should know that a site has been used or is used for industrial or commercial purposes or activities must in certain circumstances provide a site profile.

Schedule 2 of the Contaminated Sites Regulation sets out the types of industrial or commercial purposes or activities to which site profile requirements apply.

*If section 40 of the Environmental Management Act applies to you and you know or reasonably should know that the site has been used or is used for one of the purposes or activities found in Schedule 2 of the Contaminated Sites Regulation, you may be required to complete the attached site profile.*

**Instructions**
Persons preparing a site profile *must* complete Section I, II and III, answer all questions in sections IV through IX, and sign section XI. If the site profile is not satisfactorily completed, it will not be processed under the *Environmental Management Act* and the Contaminated Sites Regulation. Failure to complete the site profile satisfactorily may result in delays in approval of relevant applications and in the postponement of decisions respecting the property.

*The person completing this site profile is responsible for the accuracy of the answers. Questions must be answered to the best of your knowledge.*

Section 27 (1) of the *Freedom of Information and Protection of Privacy Act* requires that provision of personal information concerning an individual must be authorized by that individual. Persons completing the site profile on behalf of the site owner must be authorized by the site owner.

One (1) site profile may be completed for a site comprised of more than one titled or untitled parcel, but individual parcels must be identified.

The latitude and longitude (accurate to 0.5 of a second using North American Datum established in 1983) of the centre of the site must be provided. Also, please attach an accurate map, containing latitude, longitude and datum references, which shows the boundaries of the site in question. Please use the largest scale map available.

If the property is legally surveyed, titled and registered, then all PID numbers (Parcel Identifiers - Land Title Registry system) must be provided for *each* parcel as well as the appropriate legal description.

If the property is untitled Crown land (no PID number), then the appropriate PIN numbers (Parcel Identification Numbers - Crown Land registry system) for each parcel with the appropriate land description should be supplied.

If available, the Crown Land File Number for the site should also be supplied.

Anything submitted in relation to this site profile will become part of the public record and may be made available to the public through the Site Registry as established under the *Environmental Management Act.*

*Under section 43 of the Environmental Management Act,* corporate and personal information contained in the site profile may be made available to the public through the Site Registry. If you have questions concerning the collection of this information, contact the Site Registrar, at *site@gov.bc.ca*. For questions on site profiles, please send a message to *siteprofiles@gov.bc.ca*.

## I. CONTACT IDENTIFICATION

**A. Name of Site Owner**

Last Name

First Name

Middle Initial(s)

(and/or, if applicable)

Company

Convention of Baptist Churches of British Columbia

Owner's Civic Address

7175 Royal Oak Avenue

City

Burnaby

Province/State

British Columbia

Country

Canada

Postal/Zip Code

V5J 4J3

**B. Person Completing Site Profile (Leave blank if same as above):**

Last Name

Newington

First Name

Jason

Middle Initial(s)

(and/or, if applicable)

Company

WSP Canada Inc.

**C. Person to Contact Regarding the Site Profile:**

Last Name

Crawford

First Name

Linda

Middle Initial(s)

(and/or, if applicable)

Company

BC Hydro

Mailing Address

13th Floor, 333 Dunsmuir Street

City

Vancouver

Province/State

British Columbia

Country

Canada

Postal/Zip Code

V6B 5R3

Telephone (###) ###-####

604-623-4308

Fax (###) ###-####

## II. SITE IDENTIFICATION

Please attach a site map with your application

**All Property**

Coordinates (using the North American Datum 1983 convention) for the centre of the site:

| | | | | | | |
|---|---|---|---|---|---|---|
| **Latitude** | Degrees | 49 | Minutes | 23 | Seconds | 40.11 |
| **Longitude** | Degrees | 123 | Minutes | 28 | Seconds | 46.75 |

Please attach a map of appropriate scale showing the boundaries of the site.

**For Legally Titled, Registered Property**

Site Address (if applicable)

Pole 23, 900 Keats Road, Keats Island, BC

City

Keats Island

Postal Code

**PID** numbers and associated legal descriptions.

| PID | Legal Description | Add | Delete |
|---|---|---|---|
| Portion of 014-385-694 | Lease Agreement Area Over Part of District Lot 696 Group 1 New Westminster District | + | - |

Total number of titled parcels represented by this site profile

1

**For Untitled Crown Land**

**PIN** numbers and associated Land Description (if applicable).

| PIN | Land Description | Add | Delete |
|---|---|---|---|
| | | + | - |

Total number of untitled crown land parcels represented by this site profile

(and, if available)

Crown Land File Numbers (comma separated)

## III. COMMERCIAL AND INDUSTRIAL PURPOSES OR ACTIVITIES

Please indicate below, in the format of the example provided, which of the industrial and commercial purposes and activities from Schedule 2 have occurred or are occurring on this site.

**EXAMPLE**

| Schedule 2 Reference | Description |
|---|---|
| E1 | appliance, equipment or engine repair, reconditioning, cleaning or salvage |
| F10 | solvent manufacturing or wholesale bulk storage |

| Schedule 2 Reference | Description | Add | Delete |
|---|---|---|---|
| N/A | | + | - |

## IV. AREAS OF POTENTIAL CONCERN

| | **Is there currently or to the best of your knowledge has there previously been on the site any** (please mark the appropriate column opposite the question): | **YES** | **NO** |
|---|---|---|---|
| **A.** | Petroleum, solvent or other polluting substance spills to the environment greater than 100 litres? | ☐ | ☑ |
| **B.** | Residue left after removal of piled materials such as chemicals, coal, ore, smelter slag, air quality control system baghouse dust? | ☐ | ☑ |
| **C.** | Discarded barrels, drums or tanks? | ☐ | ☑ |
| **D.** | Contamination resulting from migration of substances from other properties? | ☐ | ☑ |

## V. FILL MATERIALS

| | **Is there currently or to the best of your knowledge has there previously been on the site any deposit of** (please mark the appropriate column opposite the question): | **YES** | **NO** |
|---|---|---|---|
| **A.** | Fill dirt, soil, gravel, sand or like materials from a contaminated site or from a source used for any of the activities listed under Schedule 2? | ☐ | ☑ |
| **B.** | Discarded or waste granular materials such as sand blasting grit, asphalt paving or roofing material, spent foundry casting sands, mine ore, waste rock or float? | ☐ | ☑ |
| **C.** | Dredged sediments, or sediments and debris materials originating from locations adjacent to foreshore industrial activities, or municipal sanitary or stormwater discharges? | ☐ | ☑ |

## VI. WASTE DISPOSAL

| | **Is there currently or to the best of your knowledge has there previously been on the site any landfilling, deposit, spillage or dumping of the following materials** (please mark the appropriate column opposite the question): | **YES** | **NO** |
|---|---|---|---|
| **A.** | Materials such as household garbage, mixed municipal refuse, or demolition debris? | ☐ | ☑ |
| **B.** | Waste or byproducts such as tank bottoms, residues, sludge, or flocculation precipitates from industrial processes or wastewater treatment? | ☐ | ☑ |
| **C.** | Waste products from smelting or mining activities, such as smelter slag, mine tailings, or cull materials from coal processing? | ☐ | ☑ |
| **D.** | Waste products from natural gas and oil well drilling activities, such as drilling fluids and muds? | ☐ | ☑ |
| **E.** | Waste products from photographic developing or finishing laboratories; asphalt tar manufacturing; boilers, incinerators or other thermal facilities (e.g. ash); appliance, small equipment or engine repair or salvage; dry cleaning operations (e.g. solvents); or from the cleaning or repair of parts of boats, ships, barges, automobiles or trucks, including sandblasting grit or paint scrapings? | ☐ | ☑ |

## VII. TANKS OR CONTAINERS USED OR STORED, OTHER THAN TANKS USED FOR RESIDENTIAL HEATING FUEL

| | **Are there currently or to the best of your knowledge have there been previously on the site any** (please mark the appropriate column opposite the question): | **YES** | **NO** |
|---|---|---|---|
| **A.** | Underground fuel or chemical storage tanks other than storage tanks for compressed gases? | ☐ | ☑ |
| **B.** | Above ground fuel or chemical storage tanks other than storage tanks for compressed gases? | ☐ | ☑ |

## VIII. HAZARDOUS WASTES OR HAZARDOUS SUBSTANCES

| | **Are there currently or to the best of your knowledge have there been previously on the site any** (please mark the appropriate column opposite the question): | **YES** | **NO** |
|---|---|---|---|
| **A.** | PCB-containing electrical transformers or capacitors either at grade, attached above ground to poles, located within buildings, or stored? | ☑ | ☐ |
| **B.** | Waste asbestos or asbestos containing materials such as pipe wrapping, blown-in insulation or panelling buried? | ☐ | ☑ |
| **C.** | Paints, solvents, mineral spirits or waste pest control products or pest control product containers stored in volumes greater than 205 litres? | ☐ | ☑ |

## IX. LEGAL OR REGULATORY ACTIONS OR CONSTRAINTS

| | **To the best of your knowledge are there currently any of the following pertaining to the site** (please mark the appropriate column opposite the question): | **YES** | **NO** |
|---|---|---|---|
| **A.** | Government orders or other notifications pertaining to environmental conditions or quality of soil, water, groundwater or other environmental media? | ☐ | ☑ |
| **B.** | Liens to recover costs, restrictive covenants on land use, or other charges or encumbrances, stemming from contaminants or wastes remaining onsite or from other environmental conditions? | ☐ | ☑ |
| **C.** | Government notifications relating to past or recurring environmental violations at the site or any facility located on the site? | ☐ | ☑ |

## X. ADDITIONAL COMMENTS AND EXPLANATIONS

(Note 1: Please list any past or present government orders, permits, approvals, certificates and notifications pertaining to the environmental condition, use or quality of soil, surface water, groundwater or biota at the site.

Note 2: If completed by a consultant, receiver or trustee, please indicate the type and degree of access to information used to complete this site profile. Attach extra pages, if necessary):

The current on-site building is proposed to be demolished and replaced with a new building for the same purpose. A Stage 1 Preliminary Site Investigation and Limited Surficial Soil Sampling Assessment was carried out on the Site in January 2016 by WSP. Three on-site APECs were identified: 1) Fuel Drums and Dispensing Area, 2) Transformer Storage Area and 3) Treated Pole Storage Area. Two 170 Litre diesel drums were located within the original building used for fueling a BC Hydro service vehicle via electric pump. To the best of BC Hydro's representatives knowledge, only new transformers (non-PCB containing) are temporarily stored within the building; however, the building was constructed in 1981 and may have historically stored PCB containing transformers. Copper chromate arsenic treated power poles were and are being stored on-site. The soil sampling assessment included laboratory analysis of PCOCs associated with the APECs. The results of the soil sampling assessment indicated concentrations of all PCOCs in the soil samples were below the CSR CL standards with the exception of arsenic (APEC #3) with a concentration of 29.9 mg/kg versus CSR CL standard of 15 mg/kg. Concentrations of benzene, toluene, xylenes, HEPH and PAHs were detected at APEC #1 and concentrations of LEPH, HEPH and PAHs were detected at APEC #2, but below CSR CL standards. Concentrations of other VOCs, hydrocarbons, PAHs and PCBs were below the detection limit of the laboratory equipment. No further investigation was recommended at this time based on the continued use of the Site for the same purposes.

## XI. SIGNATURES

**The person completing the site profile states that the above information is true based on the person's current knowledge as of the date completed.**

Signature

→ **OR:** ☑ By checking this box, I declare that the information contained in this form is complete and accurate information.

Date Signed (MMM/DD/YY)

Feb/03/16

## OFFICIAL USE

Reason for submission *(Please check one or more of the following)*

- ☐ Soil removal
- ☐ Subdivision application
- ☐ Zoning application
- ☐ Development permit
- ☒ Variance permit
- ☐ Demolition permit

Local Government contact:

Name: SONJA ZUPANEC

Agency: ISLANDS TRUST

Address: 700 NORTH ROAD GABRIOLA BC V0R 1X3

Telephone (###) ###-####: (250) 247-2211

Fax (###) ###-####:

E-mail: szupanec@islandstrust.bc.ca

Date Received (YYYY-MM-DD): 2016/02/04

Date Submitted to Site Registrar (YYYY-MM-DD): 2016/02/05

Date forwarded to Director of Waste Management: (YYYY-MM-DD): 2016/02/05

# Memorandum

700 North Road Gabriola BC V0R 1X3
Telephone **(250) 247-2204** FAX: (250) 247-7514
Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC **1.800.663.7867**
northinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date January 22, 2016 File Number 306001 (BOV)

To Gambier Island Local Trust Committee

From Lisa Webster-Gibson
A/ Planner 1
Northern Office

Re Update - Board of Variance

This intent is to request a resolution from the Gambier Island LTC to direct staff to advertise for membership in a join Board of Variance (BOV) with Northern LTCs.

On October 1, 2105, the Gambier Island LTC instructed staff to approach Bowen Island Municipality with respect to a shared Board of Variance. On December 3, 2015, Bowen Island Municipality (CAO decision) notified staff that they were not interested in sharing a Board of Variance with the Gambier Island LTC.

All current Gambier Island BOV members have been sent letters thanking them for their past service and inviting their re-application. However, to date, no BOV members have expressed interest in re-appointment. Given the challenge with maintaining BOV members, Gambier Island LTC may now wish to participate in a joint Board of Variance with other Northern LTCs. The Denman, Gabriola, Hornby, Lasqueti, and Thetis LTCs have previously agreed by resolution to establish a joint Board of Variance.

The Board of Variance consists of three members appointed for three-year terms. There are two current BOV members serving Northern LTCs who have indicated their interest and are eligible for re-appointment. Subject to LTC approval, staff may proceed with advertising for new BOV members (see Attachment 1). Ads would be placed in local papers, on island notice boards and on the Islands Trust website. A mail drop would be conducted for Lasqueti Island in lieu of news advertising. Note, should the Gambier Island LTC wish to participate in the joint Board of Variance, posted notices will be revised to include the Gambier Island LTC.

The deadline for applications is tentatively Friday, February 29, 2016. Staff will review the applications and subsequently forward their recommendations to the Trustees for discussion during Trust Council in March.

Formal BOV appointments will be required by resolution of each LTC (by RWM or at the next LTC meeting following Trust Council).

**RECOMMENDATION:**

That the Gambier Island Local Trust Committee direct staff to advertise for membership in a joint Board of Variance with other local trust committees in the Northern Region, and release up to $500 from the Communications Budget.

Attachment 1 – Draft Advertisement

# ISLANDS TRUST – NORTHERN OFFICE

## Board of Variance Appointments

The Islands Trust – Northern Office is inviting applications for three (3) positions on a new combined Board of Variance for the Gabriola, Hornby, Denman, Lasqueti, and Thetis Local Trust Areas.

Any local government that has adopted a zoning bylaw must establish a Board of Variance as per Section 899 of the British Columbia Local Government Act. The Board of Variance is an independent board consisting of three volunteer members of the public who have been appointed by the Local Trust Committee. These members may not belong to the advisory planning commission and may not be an officer or employee of the local government.

The Board of Variance has the authority to permit minor variances from, or exceptions to, land use bylaw regulations in instances where it deems compliance with the bylaw would entail undue hardship, and also to permit alterations or additions to non-conforming uses.

If you are interested in serving on the Board of Variance, please submit a written expression of interest, specifying your background in any or all of the following areas:

- Previous experience as a member of a Board of Variance
- Experience on a local government council, board, trust committee, commission or other body
- Experience with other volunteer boards, commissions or committees
- Experience and credentials in a planning, design or related profession
- Experience and credentials in a building or design trade
- Length of residency in the local trust area or where you currently reside
- Availability, and willingness to travel between local trust areas
- Any other related experience, education or comments

The positions are not paid, but all legitimate expenses relating to Board work will be reimbursed. Over the past several years, there has not been a demand for Board appeals in Local Trust Areas and there is less than an average of one application a year.

Enquiries regarding the proposed Board of Variance may be directed to Lisa Webster-Gibson, A / Planner 1 by email at lwebstergibson@islandstrust.bc.ca, or by phone at 250-247-2204. For toll-free access, request a transfer via Enquiry BC: in Vancouver at 604-660-2421 and elsewhere in BC at 1-800-663-7867.

**Written submissions may be delivered to:**

**Mail:** Islands Trust, 700 North Road, Gabriola Island, BC, V0R 1X3
**Fax:** 250-247-7514
**Email:** lwebstergibson@islandstrust.bc.ca

**Application must be submitted by 4:00 pm March 11, 2016.**

# PROPOSED

**GAMBIER ISLAND LOCAL TRUST COMMITTEE**
**BYLAW NO. 128**

**A BYLAW TO AMEND GAMBIER ISLAND LAND USE BYLAW, 2004**

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

1. Citation

   This bylaw may be cited for all purposes as "Gambier Island Land Use Bylaw, 2004, Amendment No. 1, 2015".

2. Gambier Island Local Trust Committee Bylaw No. 86, cited as "Gambier Island Land Use Bylaw, 2004," is amended as follows:

   2.1 Part 5 - Zone Regulations, Section 5.16 – *Marine General (W1) Zone* is amended by adding a new article as follows:

**"Site-Specific Regulations**

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

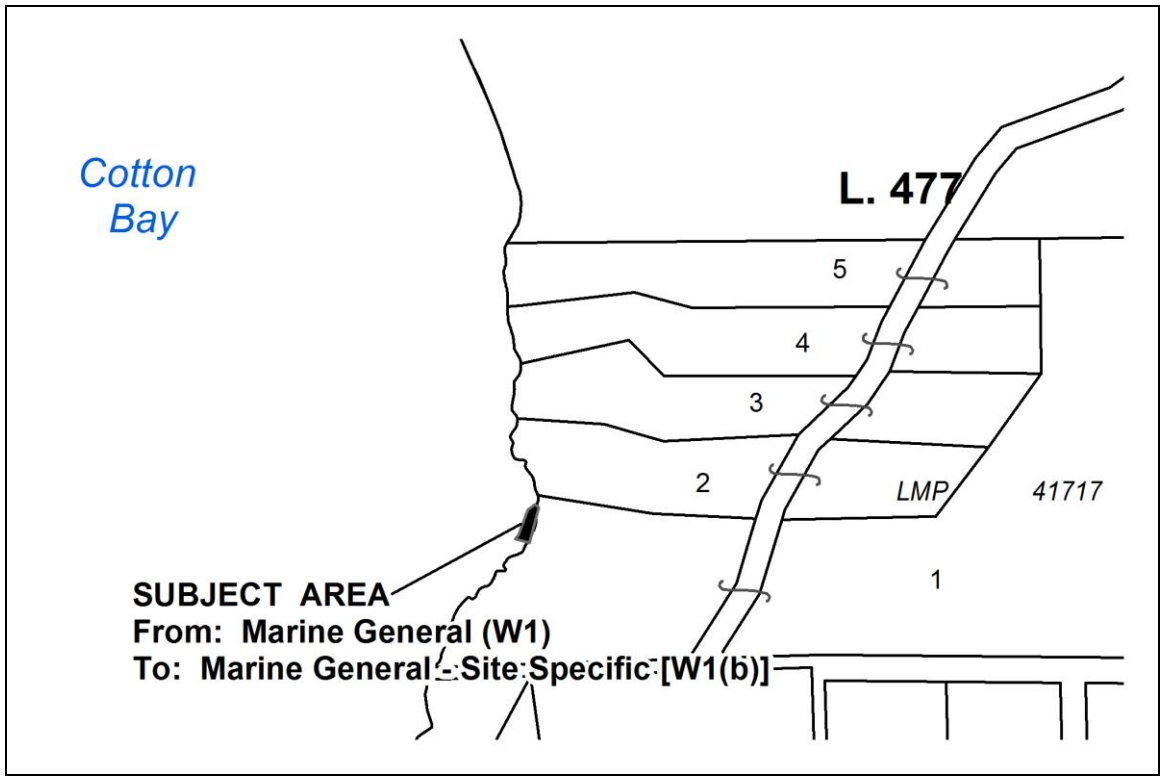
| Table 5.16 | | |
|---|---|---|
| **Site-Specific Zone** | **General Location** | **Site Specific Regulations** |
| W1(b) | Waterfront adjacent to Cotton Bay – DL477,Group1,NWD Plan BCP 41717 | Despite 5.16(8), the permitted structures also include 4 square metres of existing rock wall. |

   2.2 Schedule B – *Zoning Map* is amended by changing the zoning of the areas indicated on Plan No. 1, attached to and forming part of this Bylaw, from Marine General (W1) zone to Marine General (W1(b)) zone.

| | | | | |
|---|---|---|---|---|
| READ A FIRST TIME THIS | 1st | DAY OF | OCTOBER | 2015 |
| PUBLIC HEARING HELD THIS | 21st | DAY OF | JANUARY | 2016 |
| READ A SECOND TIME THIS | 21st | DAY OF | JANUARY | 2016 |
| READ A THIRD TIME THIS | 21ST | DAY OF | JANUARY | 2016 |
| APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS | | | | |
| | 10TH | DAY OF | FEBRUARY | 2016 |
| ADOPTED THIS | _____ | DAY OF | _____ | 20____ |

**Chair** **Secretary**

**GAMBIER ISLAND LOCAL TRUST COMMITTEE**

**BYLAW No.128**

**PLAN NO. 1**