

Regular Meeting Revised Agenda

Date: March 31, 2022
 Time: 10:30 am
 Location: John Braithwaite Community Centre
 145 West 1st Street
 North Vancouver, BC

Pages

1. **CALL TO ORDER** 10:30 AM - 10:35 AM
 "Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."
2. **APPROVAL OF AGENDA**
3. **RISE AND REPORT - none**
4. **REPORTS** 10:35 AM - 10:50 AM
 - 4.1. **Trustee Reports**
 - 4.2. **Chair's Report**
 - 4.3. **Electoral Area Director's Report**
5. **DELEGATIONS - none**
6. **TOWN HALL** 10:50 AM - 11:00 AM
7. **MINUTES** 11:00 AM - 11:05 AM
 - 7.1. **Local Trust Committee Meeting dated November 18, 2021 - for adoption** 4 - 12
 - 7.2. **Local Trust Committee Special Meeting Minutes dated February 3, 2022 - for adoption** 13 - 16
 - 7.3. **Section 26 Resolutions-Without-Meeting Report dated March 16, 2022** 17 - 17
 - 7.4. **Advisory Planning Commission Minutes - none**
8. **BUSINESS ARISING FROM MINUTES** 11:05 AM - 11:25 AM
 - 8.1. **Follow-up Action List dated March 22, 2022** 18 - 20

8.2.	Model Fees Bylaw (Draft Bylaw No. 156) - Staff Report	21 - 30
9.	APPLICATIONS, REFERRALS AND BYLAWS	11:25 AM - 1:00 PM
9.1.	GM-SUB-2019.1 (Atchison & Johansen - 650 Dulcie Rd, Gambier Island) - Staff Report	31 - 42
9.2.	GM-DVP-2021.8 (Atchison - 507 Shawanabe Road, Gambier Island) - Staff Report	43 - 57
9.3.	GM-DP-2021.3 (Atchison - 507 Shawanabe Road, Gambier Island) - Staff Report	58 - 85
9.4.	GM-DP-2021.5 (Brownridge - 1694 Mt. Artaban Road, Gambier Island) - Staff Report	86 - 133
9.5.	Bylaw No. 155 - for consideration of adoption	134 - 137
	That Gambier Island Local Trust Committee Bylaw No. 155 cited as "Gambier Island Local Trust Committee Meeting Procedure Bylaw, 2022", be adopted	
	----- BREAK 1:00 pm to 1:30 pm -----	
10.	LOCAL TRUST COMMITTEE PROJECTS	1:30 PM - 2:00 AM
10.1.	Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project - Staff Report	138 - 142
10.1.1.	<u>Engagement Framework and Graphic - Staff Report</u>	143 - 152
10.2.	Keats Island Shoreline Protection Project - Response from Squamish Nation	153 - 154
11.	CORRESPONDENCE	2:00 PM - 2:05 PM
	<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>	
11.1.	Email dated March 3, 2022 - Greetings from the BC Electoral Boundaries Commission	155 - 155
12.	NEW BUSINESS	2:05 PM - 2:15 PM
12.1.	Climate Change Mitigation and Adaptation	
12.2.	Shoreline Briefing - Shoreline Protection Model Bylaw Report	156 - 208
12.3.	Hi Speed Internet - Gambier and Keats Islands - for discussion	
13.	REPORTS	2:15 PM - 2:25 PM
13.1.	Trust Conservancy Report	
13.1.1.	<u>November 23, 2021</u>	209 - 211
13.1.2.	<u>January 25, 2022</u>	212 - 214

13.2.	Applications Report dated March 22, 2022	215 - 219
13.3.	Trustee and Local Expense Report dated January, 2022	220 - 220
13.4.	Adopted Policies and Standing Resolutions	221 - 223
13.5.	First Nations Activities	
13.6.	Local Trust Committee Webpage	
14.	WORK PROGRAM	2:25 PM - 2:40 AM
14.1.	Top Priorities Report dated March 22, 2022	224 - 224
14.2.	Projects List Report dated March 22, 2022	225 - 227
15.	CLOSED MEETING - none	
16.	UPCOMING MEETINGS	
16.1.	Next Regular Meeting Scheduled for Thursday, May 26, 2022 at 10:30 am at John Braithwaite Community Centre, 145 1st Street W, North Vancouver, BC	
17.	ADJOURNMENT	2:40 PM - 2:40 PM



Gambier Island Local Trust Committee Minutes of Regular Meeting

Date: November 18, 2021
Location: John Braithwaite Community Centre
 Meeting Room 3
 145 West 1st Street
 North Vancouver, BC

Members Present: Sue Ellen Fast, Chair
 Dan Rogers, Local Trustee
 Kate-Louise Stamford, Local Trustee

Staff Present: Heather Kauer, Regional Planning Manager
 Marnie Eggen, Island Planner
 Diane Corbett, Recorder

Also Present: Member of the Public: 1 (in person)

1. CALL TO ORDER

"Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."

Chair Fast called the meeting to order at 10:45 am. She acknowledged that the meeting was being held in territory of the Skwxwú7mesh / Squamish, xwməθkwəy̓əm / Musqueam, and Tsleil-Waututh First Nations and their stewardship of these lands through the millennia.

Chair Fast introduced Trustees, Staff and the Recorder, and advised that the meeting was being held online, by Zoom, and in person.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. RISE AND REPORT – IN CAMERA MEETING, OCTOBER 14, 2021

Chair Fast reported that, at the in-camera meeting of October 14, the Local Trust Committee appointed people to the Working Group for the Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project.

4. REPORTS

4.1 Trustee Reports

Trustee Stamford reported on her involvement in recent activities, including:

- Attended Sunshine Coast Regional District (SCRD)-Islands Trust joint meeting

- Presented to the Howe Sound Community Forum along with Trustees Rogers and Fast; her presentation focus was the Islands Trust Conservancy.
- Attended the Regional Planning and Financial Planning Committees; current focus is all about budgets and the challenge of appropriate budget recommendations to the upcoming Trust Council.
- Regional Planning Committee discussed the importance of the Fresh Water Sustainability Strategy that was presented to the committee.
- Local Gambier community has been helping each other through the numerous rain events and have so far seen relatively little damage from the storms although recently there was an electrical fire from fallen trees.
- The New Brighton Dock Committee is looking at what more advocacy it can do to encourage action for the long-term plans of the facility.
- Attended a Zoom session on modernizing policy.

Trustee Rogers reported on the following:

- Joint SCRD-Islands Trust meeting where issues raised by islanders were discussed.
- Presented on the Trust Policy Statement at Howe Sound Community Forum
- Met with Keats Conservation Group and a representative from SCRD Parks regarding damage and water run-off on the paths down and the foreshore at West Beach, a major beach at Eastbourne.
- Executive Committee work on financial plan and proposed budget, to be presented to Trust Council in two weeks time. Will be the first in person Trust Council meeting since March 2020 and will be a hybrid meeting.

4.2 Chair's Report

Chair Fast reported on the following:

- Attended a session on how local government can do more outreach to the different kinds of people on the islands; will bring some of those ideas to Trust Council.
- Item 15.2 of this agenda: news release on Trust Policy Statement and planned community engagement
- Provincial state of emergency declared due to flooding and landslides.

4.3 Electoral Area Director's Report

Trustee Rogers, on behalf of Electoral Area F Director Mark Hiltz, reported that the SCRD currently was considering recommendations for the renewal of three water leases, for Keats Landing, Eastbourne, and Vaucroft docks. Recommendation from staff was to renew the leases for five years, which would maintain the status quo.

Trustee Rogers noted the ferry service to Eastbourne is challenged in the winter; concerns had been raised about the *Stormaway* not coming to Eastbourne. Two members of the Ferry Advisory Committee from Eastbourne were stepping down. Trustee Rogers extended thanks for their contributions and hoped other people from Eastbourne would step up for that role.

5. DELEGATIONS – none

6. TOWN HALL

Curt Shepard of Keats Island commented on dock size and upland access from docks for multigenerational multi-family water access only lots.

7. MINUTES

7.1 Local Trust Committee Special Meeting Minutes dated September 29, 2021

By general consent the Local Trust Committee Special Meeting minutes of September 29, 2021 were adopted.

7.2 Local Trust Committee Meeting dated October 14, 2021

The following amendment to the minutes was presented for consideration:

Page 7, 9.2, paragraph 3, sentence 1: replace “at the LTC meeting earlier on this day,” with “the Trustee”.

By general consent the minutes of October 14, 2021 were adopted as amended.

7.3 Local Trust Committee Special Meeting Minutes dated October 14, 2021

GM-2021-088

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee adopt the Special Meeting minutes of October 14, 2021.

CARRIED

7.4 Section 26 Resolutions-Without-Meeting – none

7.5 Advisory Planning Commission Minutes – none

8. BUSINESS ARISING FROM MINUTES

8.1 Follow-up Action List dated November 10, 2021

Received.

8.2 Letter to Member of Parliament, Patrick Weiler

Received for information (available on-line).

8.3 Letter to Squamish Nation Council/Nexwsxwníw ntm ta Úxwumixw

Received for information (available on-line).

9. APPLICATIONS AND REFERRALS

9.1 Islands Trust Area Bylaw No. TC183 - Referral Request for Response

The purpose of Islands Trust Area Bylaw No. TC183 is to update the Trust Policy Statement, which has not been substantively updated in over 25 years, “through the lenses of reconciliation, climate change, and affordable housing.”

Points from discussion on the referral included:

- Wait for more feedback on the Trust Policy Statement. See what our communities have to say about it.
- Would like to see something solid and straightforward and how it impacts this area.
- Need consultants for next phase of engagement.
- Many controversial issues do not apply to this area.
- People here would probably be interested in issues like desalination, forestry, foreshore protection.
- Refer to Islands 2050 information and fact sheet.
- We are dealing with Gambier OCP; it can be hard for the public to differentiate between processes. Try to be clear they are different but related.

GM-2021-089**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee defer a response to the referral until the Trust-wide engagement process has been substantially completed.

CARRIED**10. LOCAL TRUST COMMITTEE PROJECTS****10.1 Keats Island Shoreline Protection Project**

Regional Planning Manager Kauer gave an overview of the staff report on the Keats Island Shoreline Protection Project that provided a follow up on the referrals of proposed Bylaw Nos. 153 and 154 received to date and two Community Information Meetings held in September and October 2021. The staff report outlined proposed changes to the draft bylaws.

Discussion ensued on: the size of docks; the impact of docks on marine ecosystems and visual quality; historically, denser settlement areas are water access only with restrictions on roads for waterfront properties, where concerns were raised about size of dock and spacing between docks; rationale for docks that serve more than one family or several dwellings; the public consultation process.

GM-2021-090**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request staff to prepare the following changes to Proposed Bylaw No. 153:

- In Section 1.4 of Schedule 1, under the heading "Justification" amend the number "90" with "over 120";
- Replace Plan No. 1 with the amended Plan No. 1 in Attachment 1.

CARRIED

GM-2021-091

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request staff to prepare the following change to Proposed Bylaw No. 154:

In Schedule 1, Sections 1.7, 1.10, 1.14 and 1.21, replace the number “35 square metres (377 square feet)” with “36 square metres (387.5 square feet)”.

CARRIED

GM-2021-092

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request staff to prepare the following change to Proposed Bylaw No. 154:

In Appendix 1, 9.3 DP-3 SHORELINE, .2 Exemptions, item “j” replace with, “The pruning, trimming or limbing of trees provided it cannot reasonably be expected to result in the death or removal of the tree.”

CARRIED

GM-2021-093

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request staff to prepare the following change to Proposed Bylaw No. 154:

In Appendix 1, 9.3 DP-3 SHORELINE, .2 Exemptions, item “r” replace with, “Works conducted and/or authorized by the Province and its Ministries or Agencies, and by Fisheries and Oceans Canada (or subsequent federal department), with respect to trail construction, stream enhancement and fish and wildlife habitat restoration. For clarity, private moorage, shoreline protection measures or placement of fill below the natural boundary of the sea authorized by the Province and its Ministries or Agencies, requires a development permit.”

CARRIED

GM-2021-094

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request staff to prepare the following change to Proposed Bylaw No. 154:

In Appendix 1, 9.3 DP-3 SHORELINE, .3 Guidelines, item “m” replace with, “Decking materials must allow for a minimum of 43% open space to allow for light penetration to the water surface. Light transmitting materials may be made of various materials shaped in the form of grids, grates, and lattices to allow for light passage to the water surface.”

CARRIED

GM-2021-095**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request staff to prepare the following change to Proposed Bylaw No. 154:

In Appendix 1, 9.3 DP-3 SHORELINE, .3 Guidelines, add a new guideline “n” that provides, “To allow for the maximum amount of light penetration to the water surface”, and renumber the subsequent guidelines.

CARRIED**GM-2021-096****It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request staff to prepare the following change to Proposed Bylaw No. 154:

In Appendix 1, 9.3 DP-3 SHORELINE, .3 Guidelines, item “q” replace with, “The access ramps, piers, walkways and stairs for docks should not exceed a maximum width of 1.5 metres.”

CARRIED**GM-2021-097****It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request staff to refer Proposed Bylaw No. 154 to the following First Nations:

- a. Skwxwú7mesh (Squamish) Nation, səli lwətaɣt (Tsleil-waututh) Nation, xwməθkwəyəm (Musqueam) Indian Band, shíshálh (Sechelt) First Nation, Xeláltxw (Halalt) First Nation, Spune’luxutth (Penelakut) Tribe, Ts’uubaa-asatx (Lake Cowichan First) Nation, Quw’utsun (Cowichan) Tribes, Stz’uminus First Nation, Lyackson First Nation, Snaw’Naw’As Nation and Te’mexw Treaty Association.

CARRIED**GM-2021-098****It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request staff to work with trustees to develop a public mail-out that addresses frequently asked questions, public concerns, and scientific justification for aspects of the bylaw changes, to be sent out mid-January of 2022.

CARRIED

The Local Trust Committee recessed for a break at 12:25 pm and reconvened at 12:55 pm.

10.2 Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project

Island Planner Eggen provided an update on the status and next steps of the Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project.

There had been no submissions to a Request for Proposals for a consultant to focus on engagement and a communications plan; an alternate plan with options and next steps

would need to be developed. A consultant was to work with the Working Group. At this time, the Working Group could be given an introduction to the project and background on work done so far, and could review discussion papers.

GM-2021-099

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request staff to consider convening with Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project Working Group members for an orientation workshop prior to February 3, 2022, the next Gambier Local Trust Committee meeting.

CARRIED

11. CORRESPONDENCE

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

11.1 Letter dated November 5, 2021 from the Canadian Commission for United Nations Educational, Scientific and Cultural Organization (UNESCO) regarding New Biosphere Region in British Columbia

The letter of November 5, 2021 from the Canadian Commission for UNESCO regarding the new Biosphere Region in BC was received for information.

Trustees discussed the correspondence. Trustee Stamford will look into the Islands Trust place name for the area and bring back to the next LTC meeting.

12. NEW BUSINESS

12.1 Climate Change Mitigation and Adaptation

12.1.1 Threats from Greenland Ice Loss

<https://coastal.climatecentral.org>

Chair Fast noted that some islanders were not aware of rising sea levels; this link was provided for further discussion, which included the following points:

- Wonder about something like that for the foreshore project
- It is storm surges that will impact.
- The science is changing; things are happening faster than anticipated. This has large implications on what we need to protect. Data is changing.
- Timelapse in Google Earth shows how things have changed in any area over the past 37 years. Deforestation in this area is notable. Some islands have not changed a lot.

Chair Fast remarked she would look into Islands Trust mapping or other visual depiction of sea level rise information.

12.2 2022 Annual Meeting Schedule - for discussion and decision

Trustees discussed the proposed 2022 meeting schedule.

GM-2021-100**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee schedule its regular business meetings on the following dates in 2022: February 3, March 31, May 26, July 14, September 1, and November 17.

CARRIED**12.3 Draft Transport 2050 Plan - Electric Bikes - for discussion**

https://www.translink.ca/-/media/translink/documents/plans-and-projects/regional-transportation-strategy/transport-2050-phase-3/transport_2050_draft_strategy.pdf

Chair Fast flagged this item as something that is coming; electric transport should be included in planning and as part of a climate strategy.

Discussion ensued on electric transport in different forms on the islands. Issues included: population density; distances; hauling goods.

13. REPORTS**13.1 Trust Conservancy**

13.1.1 The Heron - Autumn 2021

13.1.2 Conservancy - Current Campaigns

<https://islandstrust.bc.ca/conservancy/current-campaigns/>

Received for information.

13.2 Applications Report dated November 10, 2021

Received.

13.3 Trustee and Local Expense Report dated September, 2021

Received.

13.4 Adopted Policies and Standing Resolutions

Received.

13.5 First Nations Activities

A letter of congratulations to Squamish Nation was sent from the Local Trust Committee by Chair Fast.

Trustee Stamford commented her interest in interacting with the Squamish Nation about the future of the New Brighton dock. Chair Fast remarked that the Trustee could bring this to a future agenda.

Trustee Rogers reported that someone on Keats was trying to organize a musical First Nations reconciliation event for the end of September at Barnabas, and that he had linked them up with Ruth Simons of the Biosphere Region. It could be an opportunity to

celebrate the first anniversary of the Biosphere and increase awareness of First Nations history and reconciliation on Keats.

There will be a webinar with an indigenous component by the Islands Trust Conservancy for Sandy Beach Nature Reserve on December 8 in the evening.

13.6 Local Trust Committee Webpage

Email communications had been uploaded to the Gambier Local Trust Committee webpage.

14. WORK PROGRAM

14.1 Top Priorities Report dated November 10, 2021

Received.

14.2 Projects List Report dated November 10, 2021

Received.

15. INFORMATION ITEMS

15.1 News Release October 28, 2021 - November-December Trust Council Meeting Program Announced – Public Invited to first in-person meeting since March 2020

Received.

15.2 News Release November 1, 2021 – Extensive Policy Statement Engagement Planned

Received.

16. UPCOMING MEETINGS

16.1 Next Regular Meeting – February 3, 2022 – Location to be confirmed

17. ADJOURNMENT

By general consent the meeting was adjourned at 1:45 pm.

Sue Ellen Fast, Chair

Certified Correct:

Diane Corbett, Recorder



Gambier Island Local Trust Committee

Minutes of Special Meeting

Date: February 3, 2022
Location: Electronic Meeting

Members Present: Sue Ellen Fast, Chair
 Dan Rogers, Local Trustee
 Kate-Louise Stamford, Local Trustee

Staff Present: Heather Kauer, Regional Planning Manager
 Diane Corbett, Recorder

1. CALL TO ORDER

"Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."

Chair Fast called the meeting to order at 10:32 am. She acknowledged that the meeting was being held in territory of Coast Salish First Nations.

Chair Fast introduced staff and trustees.

Chair Fast outlined the nature of the Special Meeting, which was being live streamed and recorded.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

3.4 Letter of Appreciation to Minister for Glass Sponge Protection

By general consent the agenda was approved as amended.

3. BUSINESS ITEMS

3.1 Meeting Procedure Bylaw No. 155 - for consideration and decision

Regional Planning Manager Kauer summarized the staff report on a proposed updated meeting procedure bylaw to: incorporate provincial regulation changes permitting local government regular business electronic meetings; and add provisions for public participation and meeting decorum. As this was an administrative bylaw, no public hearing would be required.

There was discussion of proposed recommendation number 5 regarding staffing support for electronic meetings.

Chair Fast drew attention to the meeting participation guidelines developed by the Local Trust Committee a few years ago, that discussed delegations, town hall, public comments, correspondence and applicants. Chair Fast compared some aspects of the guidelines with those proposed in the draft bylaw.

Points of ensuing discussion on the draft bylaw included:

- Response of other Local Trust Committees to the draft bylaw;
- There had been a range of views throughout the Trust regarding Recommendation 5 on staffing. The Executive Committee had determined to review this issue over the next six weeks. It would be on the agenda of the Financial Planning Committee;
- Support for flexibility around timelines at meetings (e.g., for delegations and Town Hall sessions);
- Applicability of some sections in the bylaw may vary on different islands; example: difference in public participation on Salt Spring and Gambier;
- Support for public comment on sections 18 to 40;
- Support for a focus on aspects of the draft bylaw dealing with electronic meetings.

GM-2022-001

It was MOVED and SECONDED

that Gambier Island Local Trust Committee Bylaw No. 155, 2022, be amended by removing sections 18 through 40, and that those sections be brought back to the Local Trust Committee for consideration at a future regular business meeting.

CARRIED

GM-2022-002

It was MOVED and SECONDED

that Gambier Island Local Trust Committee Bylaw No. 155, as amended, cited as “Gambier Island Local Trust Committee Meeting Procedure Bylaw, 2022” be read a first time.

CARRIED

GM-2022-003

It was MOVED and SECONDED

that Gambier Island Local Trust Committee Bylaw No. 155, as amended, cited as “Gambier Island Local Trust Committee Meeting Procedure Bylaw, 2022” be read a second time.

CARRIED

GM-2022-004

It was MOVED and SECONDED

that Gambier Island Local Trust Committee Bylaw No. 155, as amended, cited as “Gambier Island Local Trust Committee Meeting Procedure Bylaw, 2022” be read a third time.

CARRIED

GM-2022-005

It was MOVED and SECONDED

that Gambier Island Local Trust Committee Bylaw No. 155, as amended, cited as “Gambier Island Local Trust Committee Meeting Procedure Bylaw, 2022” be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

CARRIED

3.2 GM-CL-2021.6 (New Brighton Barge Ramp)

Chair Fast advised that staff would follow up on the letter regarding the New Brighton dock that was on the Executive Committee agenda the previous day.

Trustee Stamford clarified that the current item of discussion pertained to the ramp that is beside the dock. The comment period on the application had closed. A planner had made a submission on behalf of Islands Trust regarding the zoning that suggested a rezoning would be required.

Regional Planning Manager Kauer (RPM) reported that, after staff had sent the referral to the Province, upon further assessment it appeared possible the ramp might be zoned properly. RPM Kauer recommended that staff take another look to confirm that the zoning is appropriate.

Trustee Stamford noted that there had been a lot of consternation in the community due to uncertainties pertaining to the dock and the ramp. The New Brighton dock committee was starting to become more active, and was moving toward a request for support from the Sunshine Coast Regional District (SCRD). Trustee Stamford planned to meet with BC Ferries.

RPM Kauer will reconfirm the zoning and advise the LTC as soon as possible on the outcome.

3.3 Timber Supply Review - verbal report

RPM Kauer announced that the Ministry of Forests, Lands, Natural Resource Operations & Rural Development (FLNRORD) was conducting a review of the Sunshine Coast Timber Supply Area. Under Section 8 of the *Forest Act*, the Chief Forester must review the timber supply every ten years and determine the allowable timber cut.

There is public process for that process; the comment period ends February 15. Islands Trust was contacted by the SCRD who were referred those documents. They asked if Islands Trust wanted to submit a response with the SCRD referral; RPM Kauer indicated there was not staff capacity to look at this in detail. This is a Crown function on Crown land. Islands Trust does not have much capacity to influence, but now has that background information.

RPM Kauer noted her office has a new planner, who had received the information on the review. The new planner was asked to make sure it was considered as part of the Gambier OCP project.

Discussion ensued about forestry and the OCP, and background pertaining to the designation of two large cutblocks on Gambier.

GM-2022-006

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request the Chair to issue a letter of response regarding the Timber Supply Report for the Sunshine Coast pertaining to Gambier Island.

CARRIED

Trustee Stamford will work with Chair Fast in drafting a letter.

3.4 Letter of Appreciation to Minister for Glass Sponge Protection

GM-2022-007

It was MOVED and SECONDED

that Gambier Island Local Trust Committee direct the Chair to write a letter to the Minister of Fisheries and Oceans thanking her for the provision to protect glass sponges in the Atl'ka7tsem / Howe Sound region.

CARRIED

Trustee Stamford will work with Chair Fast in drafting a letter.

4. ADJOURNMENT

Chair Fast noted the next scheduled Local Trust Committee meeting would be held on March 31, 2022.

By general consent the meeting was adjourned at 11:26 am.

Sue Ellen Fast, Chair

Certified Correct:

Diane Corbett, Recorder



Resolutions Without Meetings Log

Gambier Island

Resolution Number	Action	Date
2022-001	Carried	11-Jan-2022
"That the Gambier Island Local Trust Committee cancel the regular Business meeting of February 3, 2022, and hold an electronic Special meeting on February 3, 2022 for individual, time-sensitive items including the consideration of a new Meeting Procedures bylaw".		

Follow Up Action Report

Gambier Island

19-Nov-2020

Activity	Responsibility	Dates	Status
1 Senior Intergovernmental Policy Advisor requested to work with LTC to explore education and reconciliation activities in the Gambier LTA, particularly around the acquisition and management of Sandy Beach Nature Reserve.	Lisa Wilcox		In Progress

04-Feb-2021

Activity	Responsibility	Dates	Status
1 14.2 Applications - staff to report back on open file GM-DVP-2002.1.	Heather Kauer Sonja Zupanec		In Progress

14-Oct-2021

Activity	Responsibility	Dates	Status
1 GM OCP and LUB Targeted Review project charter endorsed, as amended. LTC requests EC explore and clarify level of engagement of IAP2 spectrum on bylaw amendment projects.	David Marlor		In Progress
2 LTC request staff draft a new Fee Bylaw based on the model fee bylaw. Add to top priority project list.	Becky McErlean Heather Kauer		In Progress

Follow Up Action Report

Gambier Island

18-Nov-2021

Activity	Responsibility	Dates	Status
1 Defer a response to the ITPS referral until the Trust-wide engagement process has been substantially completed.	Becky McErlean Heather Kauer		In Progress
2 The Keats shoreline bylaw was amended consistent with all but one of staff's recommendations in the November 18, 2021 staff report.	Becky McErlean Jaime Dubyna		Completed
3 Request staff to work with Trustees on a mail-out with FAQs and facts related to the Keats shoreline project to be mailed out by mid-January of 2022. (Trustees to draft the communique. Staff to do physical mailing.	Wil Cottingham		Completed
4 that the Gambier Island Local Trust Committee request staff to consider convening with Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project Working Group members for an orientation workshop prior to February 3, 2022, the next Gambier Local Trust Committee meeting	Marnie Eggen Wil Cottingham		Completed
5 Annual meeting dates adopted as proposed by staff; Venues on July 14 and Sept 1st meetings on-island Keats and Gambier Islands.	Jaime Dubyna Wil Cottingham		Completed

03-Feb-2022

Activity	Responsibility	Dates	Status
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Follow Up Action Report

Gambier Island

03-Feb-2022

Activity	Responsibility	Dates	Status
1 that Gambier Island Local Trust Committee Bylaw No. 155, 2022, be amended by removing sections 18 through 40, and that those sections be brought back to the Local Trust Committee for consideration at a future regular business meeting.	Becky McErlean Heather Kauer		Completed
2 that Gambier Island Local Trust Committee Bylaw No. 155, as amended, cited as "Gambier Island Local Trust Committee Meeting Procedure Bylaw, 2022" be read a first, second, and third time and forwarded to the EC Committee for approval.	Becky McErlean Heather Kauer		Completed

DATE OF MEETING: March 31, 2022
TO: Gambier Island Local Trust Committee
FROM: Heather Kauer, Regional Planning Manager
Northern Team
SUBJECT: Proposed New Fee Bylaw No. 156

RECOMMENDATION

1. That the Gambier Island Local Trust Committee Bylaw No. 156, cited as “Gambier Island Local Trust Committee Fees Bylaw, 2022”, be given First Reading
2. That the Gambier Island Local Trust Committee Bylaw No. 156, cited as “Gambier Island Local Trust Committee Fees Bylaw, 2022”, be given Second Reading
3. That the Gambier Island Local Trust Committee Bylaw No. 156, cited as “Gambier Island Local Trust Committee Fees Bylaw, 2022”, be given Third Reading
4. That the Gambier Island Local Trust Committee Bylaw No. 156, cited as “Gambier Island Local Trust Committee Fees Bylaw, 2022”, be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

REPORT SUMMARY

The purpose of this report is for the Gambier Island Local Trust Committee (LTC) to consider three readings of Bylaw No. 156 which would replace Bylaw No. 105 (LTC Fees Bylaw) to include:

- An expanded Interpretation section.
- Fee increases for the various applications.
- Fees for applications received though work or activity is already undertaken or in operation.
- Clarification of collection of fees and refunds.
- A new section to address Extraordinary Service Costs (ESC)
- A new section to address Annual Fee Increases.

BACKGROUND

At the October 2021 regular business meeting, the LTC passed the following resolution:

GM-2021-084

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request Staff to draft a new Fee Bylaw based on the model fee bylaw attached to Trust Council Policy “5.6.1 Application Processing Services.”

Fee Comparison Tables

MODEL BYLAW APPLICATION DESCRIPTIONS		EXISTING BYLAW
TABLE 1 – Bylaw Amendments (OCP and Zoning Bylaw)		
Type of Application	Fee : MODEL BYLAW	BYLAW NO. 105
1. Major (e.g. change to density or OCP)	\$7,800	\$4,950 see 2.
2. Minor (e.g. regulation change without changing density or OCP amendment)	\$4,600	\$4,400 see 1 and 3
3. Land Use Bylaw or Zoning Bylaw or Subdivision Bylaw Amendment	Not in Model	\$3,520 see 4.
4. Land Use Contract amendment	See Table 4 item 2.	

TABLE 2 – Permits		
Development Permit in Respect of:	Fee : MODEL BYLAW	BYLAW NO. 105
1. Protection of Natural Environment, Ecosystems and Biological Diversity	\$1,000	\$440
2. Protection of Development from Hazardous Conditions	\$1,000	\$440
3. Protection of Farming	\$1,000	New
4. Objectives for Form and Character	\$1,700	New
5. Objectives to Promote Energy Conservation	\$1,000	New
6. Objectives to Promote Water Conservation	\$1,000	New
7. Objectives to Promote the Reduction of Greenhouse Gas Emissions	\$1,000	New
8. Development Permit Amendment	\$1,000	\$165
Development Variance Permit :	Fee : MODEL BYLAW	BYLAW NO. 105
9. Development variance permit (commercial, industrial or institutional development)	\$1900	\$748

10. Development variance permit (residential development)	\$1900	\$572
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TABLE 3 – Subdivision Referrals		
Type of Application	Fee : MODEL BYLAW	BYLAW NO.105
1. Application for Subdivision Review – base fee	\$1,000	\$1,100
2. Application for Subdivision Review – per additional lot created	\$100	\$110
3. Application for Subdivision Review – parcel line adjustments only, creating no additional parcels	\$500	\$330

MODEL BYLAW APPLICATION DESCRIPTIONS		EXISTING BYLAW
TABLE 4 – Other Applications		
Type of Application	Fee : MODEL BYLAW	BYLAW NO.105
1. Board of Variance	\$2,200	\$990
2. Land Use Contract amendment	\$2,000	\$3,520
3. Liquor Control and Licensing Branch	Not in Model, regulations have changed	\$825
4. Liquor & Cannabis Regulation Branch – Retail License Application and Process and referrals requiring local government consultation	\$1,500	New - \$825 would apply here.
5. Liquor & Cannabis Regulation Branch – Temporary License Change	\$500	New
6. Strata Conversions	\$1,500	\$1,100

Rationale for Recommendation

At its regular business meeting in June 2021, Trust Council adopted a new Application Processing Services Policy that includes a model Fee Bylaw. At the same meeting, Trust Council recommended that local trust committees adopt new fees bylaws based on the model. In October, the LTC requested staff to draft a new Fee Bylaw based on the model fee bylaw.

Draft Bylaw No. 156 is attached. It is consistent with the model with the exception of the removal of the option for fees for Siting and Use Permits (Denman and Hornby only); and the removal of the option for TUPs for community benefit – this option was in the model to provide for flexibility to allow for reduced temporary use permits fees for community benefits as defined by a local trust committee in its official community plan. The OCP

does not include policies for TUPs for community benefit; however, applicants can continue to seek sponsorship of applications from Executive Community for applications that provide a community benefit.

Submitted By:	Heather Kauer Regional Planning Manager	March 7, 2022
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ATTACHMENTS

1. Draft Bylaw No. 156

GAMBIER ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 156

A bylaw to prescribe fees for amending bylaws, issuing permits, examining applications for subdivision, and examining other referrals and applications.

WHEREAS Section 462 of the *Local Government Act* provides that a local government may, by bylaw, impose fees related to applications and inspections; Section 41 of the *Liquor Control and Licensing Act* and Section 35 of the *Cannabis Control and Licensing Act* provides that a local government may, by bylaw, impose fees for referral of a license under that Act;

NOW THEREFORE the Gambier Island Local Trust Committee being the Local Trust Committee having jurisdiction in respect of the Gambier Island Local Trust area, in the Province of British Columbia pursuant to the *Islands Trust Act*, enacts as follows:

Citation

1.1 This bylaw may be cited as the "Gambier Island Local Trust Committee Fees Bylaw, 2022".

Interpretation

2.1 In this bylaw:

"Applicant" means:

- 2.1.1 the person authorized under the Gambier Island Local Trust Committee Development Procedures Bylaw No. 50, 1992 to make an application in respect of a bylaw or permit under the Islands Trust Act or Part 14 or Part 15 of the Local Government Act;
- 2.1.2 an applicant for a license under the Liquor Control and Licensing Act in respect of which the Local Trust Committee is requested or required to provide comments or recommendations;
- 2.1.3 an applicant for a license under the Cannabis Control and Licensing Act in respect of which the Local Trust Committee is requested or required to provide comments or recommendations;
- 2.1.4 an applicant for subdivision review under the *Land Title Act* or the *Strata Property Act*;
- 2.1.5 an applicant for the conversion of a previously occupied building to strata lots under the *Strata Property Act*;
- 2.1.6 an applicant for a soil deposit permit or soil removal permit issued pursuant to a bylaw enacted under Part 14 of the *Local Government Act*; or
- 2.1.7 an applicant to a board of variance established under Part 14 of the *Local Government Act*.

“Application Processing Fee” means the initial amount payable to the Islands Trust in respect of any application under this bylaw.

“Community Benefit” refers to an application that results in provision of an amenity that is of value to the community, and identified in the Official Community Plan as a community amenity

“General Service Cost” includes average hourly cost of each staff position involved in processing the applications multiplied by the average number of hours taken to complete processing of that type of application, and includes administrative overhead costs..

“Estimated Direct Costs” for bylaw amendments listed in Table 1 means the Islands Trust’s estimate of its actual average cost of disbursements associated with the processing of an application, including:

1. newspaper advertising for one community meeting,
2. notifications, postal and delivery costs of statutory notifications for one public hearing,
3. rental of premises for one community meeting meetings and/or one public hearing,
4. contract minute-taker costs recording or preparation of minutes of one community meeting and/or one public hearing and,
5. staff travel expenses for one site visit, one community meeting and one public hearing.

“Estimated Direct Costs” for temporary use permits listed in Table 2 means the Islands Trust’s estimate of its actual average cost of disbursements associated with the processing of an application, including

1. one newspaper advertisement, notifications, postal and delivery costs of statutory notifications for one community meeting,
2. rental of premises for one community meeting,
3. contract minute-taker costs recording or preparation of minutes of one community meeting, and
4. staff travel expenses for one site visit, one community meeting.

“Islands Trust” means the Director of Local Planning Services or their authorized representative.

Application Fees

- 3.1 Prior to the processing of an application listed in Column 1 of Table 1, Table 2, Table 3 or Table 4, the applicant must deliver to Islands Trust the corresponding application processing fee in the amount shown in Column 2 subject to section 4. The application fee includes general service costs and estimated direct costs.

TABLE 1 – Bylaw Amendments (OCP and Zoning Bylaw	
Column 1: Type of Application	Column 2: Fee
Major (e.g. change to density or OCP)	\$7,800
Minor (e.g. regulation change without changing density or OCP amendment)	\$4,600

DRAFT

TABLE 2 – Permits	
Column 1: Development Permit in Respect of:	Column 2: Fee
1. Protection of Natural Environment, Ecosystems and Biological Diversity	\$1,000
2. Protection of Development from Hazardous Conditions (Development Area DP6)	\$1,000
3. Protection of Farming	\$1,000
4. Objectives for Form and Character	\$1,700
5. Objectives to Promote Energy Conservation	\$1,000
6. Objectives to Promote Water Conservation	\$1,000
7. Objectives to Promote the Reduction of Greenhouse Gas Emissions	\$1,000
8. Development Permit Amendment	\$1,000
Type of Development Variance Permit	
9. Development variance permit (commercial, industrial or institutional development)	\$1900
10. Development variance permit (residential development)	\$1900
Type of Temporary Use Permit	
11. Temporary Use Permit (residential/commercial/industrial)	\$2150
12. Temporary Use Permit Renewal	\$700
Other Permits	
13. Siting and Use Permit	\$250
14. Heritage Alteration Permit	\$1,700
Combination Applications	
15. Development Permit in respect of a protection area or water and energy conservation in combination with a companion application for a Development Variance Permit	\$2,500
16. Development Permit in respect of form and character in combination with a companion application for a Development Variance Permit	\$3,000

TABLE 3 – Subdivision Referrals	
Column 1	Column 2: Fee
1. Application for Subdivision Review – base fee	\$1,100
2. Application for Subdivision Review – per additional lot created	\$110
3. Application for Subdivision Review – parcel line adjustments only, creating no additional parcels	\$500

TABLE 4 – Other Applications	
Column 1: Type of Application	Column 2: Fee
1. Board of Variance	\$2,200
2. Land Use Contract amendment	\$2,000
3. Liquor & Cannabis Regulation Branch – Retail License Application and Process and referrals requiring local government consultation	\$1,500
4. Liquor & Cannabis Regulation Branch – Temporary License Change	\$500
5. Strata Conversions	\$1,500

4. Fee for After-the-Fact Application

- 4.1 An application for a permit or bylaw amendment to authorize work or an activity already undertaken, or in operation as of the date the application is made, the rate in 3.1 will be subject to a 20% surcharge.

5. Collection and Refund of Application Processing Fee Amounts

- 5.1 The total application processing fee must be received before the processing of the application can begin.
- 5.2 An applicant may withdraw their application at any time through written notice to the Planning Assistant and/or the Planner responsible for processing the application.
- 5.3 If an applicant withdraws an application before staff undertakes any planning work on the application, the Islands Trust must refund to the applicant the Application Fee, less \$100.
- 5.4 For an application in Table 1, or a Temporary Use Permit in Table 2, the applicant will be eligible for: 75% refund if the application is withdrawn once the file has been assigned by the regional planning manager to the planner; 50% refund if the first staff report has been submitted to the LTC; 25% refund once public notice of a public hearing or permit has been sent out, no refund will be provided after a Public Hearing or after consideration of the Permit by the local trust committee.
- 5.5 For applications in Table 2 (except for Temporary use Permit applications), Table 3 and Table 4, the applicant will be eligible for: 75% refund if the application is withdrawn once the file has been assigned to the planner; no refund will be provided if the first staff report has been submitted to the LTC, Board of Variance, or formal referral response submitted to the relevant agency.

6. Extraordinary Service Costs (ESC)

- 6.1 Extraordinary Services Costs will be paid by the Applicant through a cost recovery agreement, entered into with Islands Trust, in addition to the application processing fee.
- 6.2 Where legal work is required for the preparation of covenants, registration of covenant at Land Title Offices, registration of notice of a permit or housing agreement at the Land Title Office or for other purposes related to the application, staff will provide the Applicant with an estimate of the costs. The Applicant will pay a deposit of 150% of this estimate.
- 6.3 Where site visits involving First Nations are required for the processing of an application, staff will provide the Applicant with an estimate of the costs. The Applicant will pay a deposit of 150% of this estimate.
- 6.4 Where there may be need for additional community information meeting or public hearing not covered by the application processing fee, staff will provide the Applicant with an estimate of costs. The Applicant will pay a deposit of 150% of this estimate.
- 6.5 Where other additional costs beyond the general service costs and estimated direct costs not specified above are required for processing of an application, staff will provide the Applicant with an estimate of the costs. The Applicant will pay a deposit of 150% of this estimate.
- 6.6 If the amount paid by Islands Trust in respect of Extraordinary Service Costs is less than the deposit provided to the Islands Trust, the Islands Trust shall provide the Applicant with the amount and the applicant shall pay the amount upon receipt. The local trust committee may withhold the consideration of issuance of any permit or hold the consideration of adoption of any bylaw in abeyance until the amount has been paid.
- 6.7 Islands Trust must refund the unused portion of any Extraordinary Service Costs deposit to the applicant if it is unused for any reason.

7. Annual Fee Increases

- 7.1 Fees in section 3.1 increase by 2% on April 1st of each year following the date of adoption of the bylaw.
- 7.2 The Gambier Island Local Trust Committee will maintain a record of annual 2% increases and make that record available for public inspection.

8. Application Fee Sponsorship

- 8.1 Pursuant to Islands Trust Policy 4.1.13, Guidelines for Executive Committee Sponsored or Local Trust Committee Initiated Development Applications, an applicant may apply to the Executive Committee of Islands Trust for development application fee sponsorship.

9. Severability

- 9.1 In the event a portion of this bylaw is set aside by a court of competent jurisdiction, the invalid portion shall be severed and the remainder of the bylaw remains in force and in effect.

10. Repeal

- 10.1 “Gambier Island Local Trust Committee Fees Bylaw No. 105, 2007” is repealed upon adoption of this bylaw.
- 10.2 Any application for which a fee has been fully paid at the time this bylaw comes into force shall be processed to completion in accordance with the fee provisions of the repealed bylaw.

READ A FIRST TIME THIS	_____	DAY OF _____	, 202X
READ A SECOND TIME THIS	_____	DAY OF _____	, 202X
READ A THIRD TIME THIS	_____	DAY OF _____	, 202X

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF _____	, 202X
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ADOPTED THIS	_____	DAY OF _____	, 202X
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CHAIR

SECRETARY

File No.: GM-SUB-2019.1
(G.L. Development Corp.)

DATE OF MEETING: March 31, 2022

TO: Gambier Island Local Trust Committee

FROM: Stephen Baugh, Planner 2
Northern Team

SUBJECT: **Waiver Request for Subdivision Frontage Requirement**

Applicant: Vanwert Atchison

Location: 650 Dulcie Road, Gambier Island

LOT 2 (REFERENCE PLAN 2276) BLOCK C DISTRICT LOT 847 PLAN 3488

RECOMMENDATION

1. That as per *Local Government Act* Section 512(2), the Gambier Island Local Trust Committee exempt the "Proposed Lot B" in the subdivision layout plan for GM-SUB-2019.1 from meeting the Gambier Island Land Use Bylaw regulation 8.6(1), the minimum 10% lot frontage on a highway requirement.

REPORT SUMMARY

The applicant has applied to the Ministry of Transportation and Infrastructure (MOTI) for a conventional two-lot subdivision. The subdivision application was referred to the Islands Trust for review and comment and Islands Trust staff prepared a Subdivision Referral Report, which was sent to MOTI and the applicant October 21, 2019. In this report, staff identified that the 10% lot frontage provisions would not be met and that an exemption would be required from the Gambier Island Local Trust Committee (LTC). The LTC is asked to consider waiving the 10% road frontage requirement to satisfy this condition of the October 21, 2019 referral report.

BACKGROUND

Section 512 of the *Local Government Act* requires parcels created by subdivision to have a minimum lot frontage that is the greater of 10% of the perimeter of the lot and the minimum frontage required by local government bylaw. However, a local government may exempt a parcel from the minimum frontage requirement.

LGA s. 512

- (1) If a parcel being created by a subdivision fronts on a highway, the minimum frontage on the highway must be the greater of
 - (a) 10% of the perimeter of the lot that fronts on the highway, and
 - (b) The minimum frontage that the local government may, by bylaw, provide.
- (2) A local government may exempt a parcel from the statutory or bylaw minimum frontage provided for in subsection (1).

ANALYSIS

Policy/Regulatory

Gambier Island Official Community Plan No.73, 2001:

The Gambier Island Official Community Plan No. 73, 2001 (OCP) contains objectives and policies intended to guide development and subdivision. These include:

Policy 4.4 Public roads provided to service new subdivision parcels respecting land in proximity to an existing settlement node should, where practical, be connected to the community's existing public road network within that settlement node.

Gambier Island Land Use Bylaw No.86, 2004:

Lot frontage regulations in Gambier Land Use Bylaw No. 86, 2004 (LUB) require a minimum lot frontage of 10% of a proposed lot's perimeter, unless exempted by the Local Trust Committee. Proposed Lot B is a panhandle lot and does not have a sufficient area to be further subdivided, this means the additional requirement of an access strip with a minimum width of 10m applies to this lot.

8.6(1) The frontage on a highway of any lot in a proposed subdivision shall be at least 10% of its perimeter, unless exempted by the Local Trust Committee.

8.6(4) If a panhandle lot proposed to be created has insufficient area to be further subdivided, the minimum width of the access strip of land shall be 10 metres.

The only frontage for Proposed Lot B is a 10 metre wide access strip which results in a lot frontage of 1.0%.

Issues and Opportunities

Creating a "panhandle lot" during subdivision is not an uncommon way to provide lot access, and as such, there are specific subdivision regulations in the Hornby LUB for their creation. "Proposed Lot B" is less than 4.0 ha in size and would not be large enough to be further subdivided under the Bylaw (which requires a minimum average area of 2.0 ha in the SR zone), and therefore LUB regulation 8.6(4) applies. The proposed 10m wide access strip meets the minimum required by the LUB.

Consultation

No public hearing or consultation is required or recommended for this application.

First Nations

Subdivision is considered "development" and has the potential to impact cultural heritage and archaeological sites that are protected by the *Heritage Conservation Act (HCA)*, whether on Crown Provincial or private land. They are non-renewable, very susceptible to disturbance and are finite in number. Archaeological sites are protected for the historical, cultural, scientific and educational value to First Nations, local communities and the general public. Impacts to archaeological sites must be avoided or managed by development proponents. It is recommended that the property owners discuss any development plans with the Archaeology Branch to ascertain the need for any additional permitting under the *Heritage Conservation Act*.

Rationale for Recommendation

Given that “Proposed Lot B” is a panhandle lot, and very few panhandle lots would be able to meet the required minimum 10% lot frontage on a highway, staff feel that exempting “Proposed Lot B” from meeting the regulation 8.6(1) is reasonable and without anticipated negative impacts. Thus, staff recommend, as on page 1 of this report, that the new “Proposed Lot B” be exempted from meeting the minimum 10% lot frontage.

ALTERNATIVES

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

1. Request further information

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

That the Gambier Island Local Trust Committee request the following information [list] for GM-SUB-2019.1.

2. Deny the application

The LTC may deny the application. If this alternative is selected, the LTC should state the reasons for denial. Recommended wording for the resolution is as follows:

That the Gambier Island Local Trust Committee deny the request to exempt the “Proposed Lot B” in the subdivision layout plan for GM-SUB-2019.1 from meeting Gambier Island Land Use Bylaw Regulation 8.6(1), the minimum 10% lot frontage on a highway requirement.

NEXT STEPS

If the LTC concurs with staff’s recommendation and approves highway frontage waiver, Preliminary Layout Approval could be issued by the MOTI and the subdivision could proceed as per the proposed plan (see **Attachment 1**).

Submitted By:	Stephen Baugh, Planner 2, Northern Team	Select Date.
Concurrence:	[Managing Staff Name, Credentials Title]	Select Date.

ATTACHMENTS

1. Subdivision Plan
2. Referral Response
3. Site Context

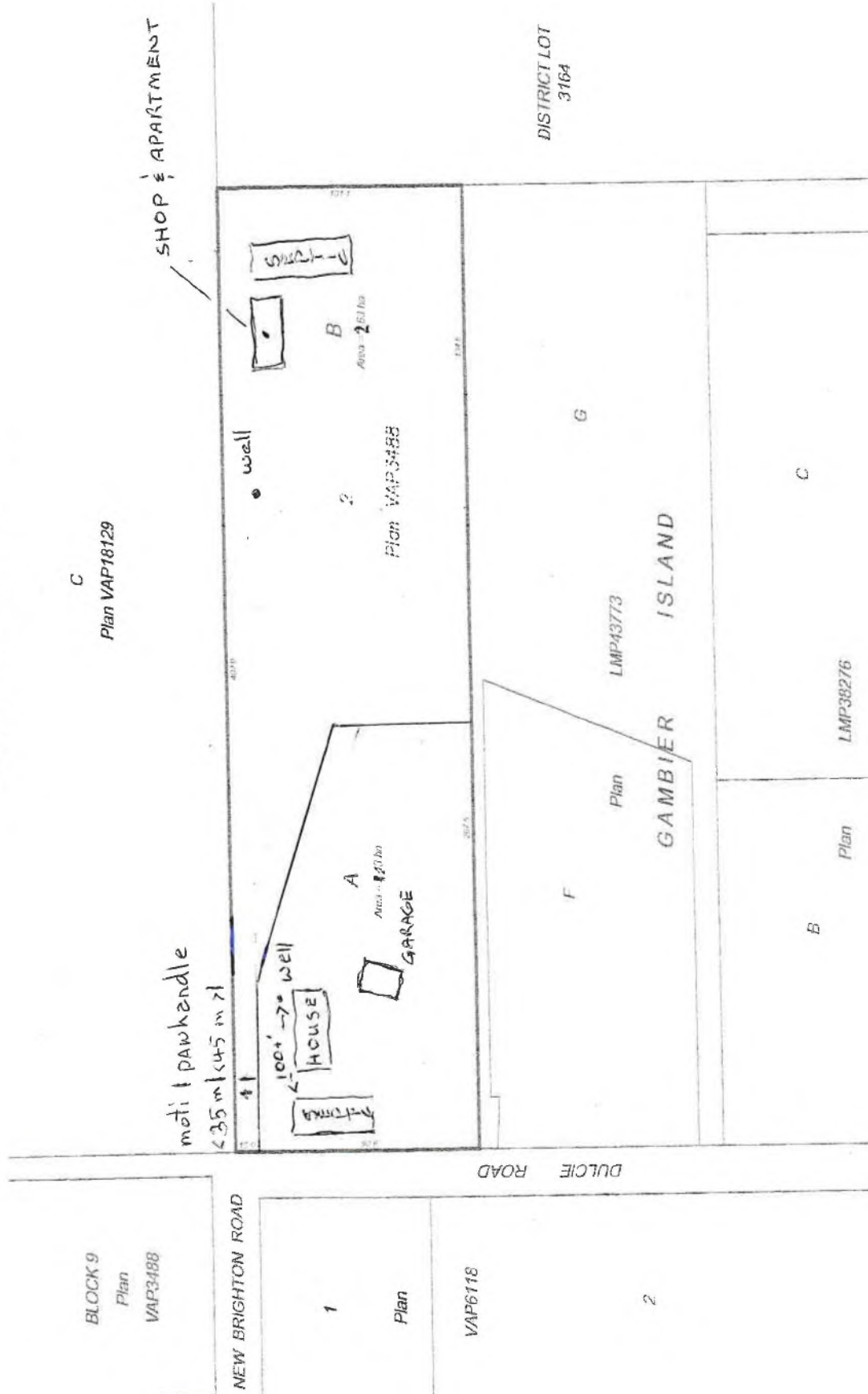
PROPOSED SUBDIVISION PLAN OF LOT 2, BLOCK C,
DISTRICT LOT 847, PLAN VAP3488.



SCALE 1:1250

Dimensions are approximate and are
subject to change pending final survey

Lions View Estates





Islands Trust

SUBDIVISION REFERRAL REPORT

700 North Road
Gabriola Island, B. C., V0R 1X3
Phone: (250) 247-2063
Fax: (250) 247-7514
E-mail: northinfo@islandstrust.bc.ca
Website: www.islandstrust.bc.ca

Date: October 21, 2019

To: Kattia Woloshyniuk
Development Officer

MOT File #: 2019-04136
IT File #: GM-SUB-2019.1

MOT District Office: Sechelt Area Office

From: Bronwyn Sawyer, Planner 2

Re: Proposed conventional subdivision of Lot 2, Reference Plan 2276, Block C, Plan VAP3488,
District Lot 847, Group 1, New Westminster Land District

Referral Response Summary:

Islands Trust recommends that the following be made conditions precedent of any Preliminary Layout Approval based on the *Gambier Island Land Use Bylaw (LUB) No. 86, 2004*:

- 1) Receipt of exemption from the Gambier Island Local Trust Committee of the required 10% lot frontage provisions of Section 994 of the *Local Government Act* and Section 8.6(1) of the *Gambier Island Land Use Bylaw No. 86, 2004*.
- 2) Verification from a Qualified Environmental Professional that the subject property does not contain any streams or watercourses subject to Section 12.3.1 of Gambier Island Official Community Plan Bylaw No. 73, 2001. If the Qualified Environmental Professional states that the property contains a stream or watercourse, a development permit will need to be applied for as part of the subdivision application process.
- 3) No non-conformity may be created with respect to the use, siting or density of any existing building or structure as a result of the subdivision.

Prior to final approval, the applicant must obtain written confirmation from the Islands Trust that the proposed subdivision meets the above conditions and conforms to the *Gambier Island Land Use Bylaw (LUB) No. 86, 2004*.

This referral response is based upon the attached subdivision layout plan (attachment 1).

1. General Information:

Applicant:	Vanwert Atchison
Land Owner:	GL Development Corporation
Legal Description:	Lot 2 (Reference Plan 2276), Block C, District Lot 847, Plan 3488
Area:	4.05 Hectares
Details of Proposal:	Two lot conventional subdivision

2. Property Title Information: LTC Covenant/Easement/Right-of-Way/Permits

Legal Notations:	Bylaw contravention notice See CA5081409 Statutory Right of Way BB909345 (BC Hydro) Statutory Right of Way BB909346 (Telus)
Comments:	

3. OCP Information:

OCP Designation:	SR
Development Permit Area:	Development Permit Area 3
Development Permit Required:	Yes, as stated in Section 12.3.1 of Gambier Island Official Community Plan Bylaw No. 73, 2001 unless otherwise determined by a qualified environmental professional
Comments:	Located adjacent to <i>proposed recreation park</i>

4. Zoning Information:

Zone Classification:	Settlement Residential (SR)
Average lot area:	2 hectares
Minimum lot area:	0.5 hectares
Comments:	

5. Lot Sizes and Density:

Proposed lot areas:	Lot A : 2.43 Ha Lot B : 1.63 Ha
Compliance with lot area:	Yes
Compliance with lot density:	Yes
Covenant required:	No
Comments:	

6. Section 946, Subdivision for a Relative:

Local Government Act requirements:	N/A
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7. Depth/Width Ratio:

Depth/width ratios of new lots:	8.6(2) No lot in a proposed subdivision may have a lot depth greater than five times its lot width, excluding panhandle strips
Comments:	OK

8. Park Dedication:

Park dedication required:	No
If Yes, Amount required:	
Comments:	

9. Ten Percent Waiver:

Lots Requiring Exemption:	To proceed, Proposed Lot B will need a 10 percent lot frontage exemption.
Comments:	This requirement has not been met.

10. Agricultural Land Reserve:

Proposed Lots within ALR:	N/A
Comments:	

11. Servicing Requirements:

Proof of Potable Water:	N/A
Sewage Disposal:	N/A
Comments:	Section 3.15: Water supply and sewage disposal requirements for land use activity permitted in this Bylaw are regulated by the Ministry of Health, Vancouver Coastal Health Authority (Coast Garibaldi), Sunshine Coast Regional District and Ministry of Transportation. No well or septic locations are indicated on the proposed subdivision plan.

12. Road Standards:

Roads to be Constructed:	No comment
Road Classification:	

Heritage Designated Road in
vicinity:
Comments:

13. Buildings and Structures:

Does subdivision create non-conformity with Bylaws:	Unable to provide comment. Buildings are not shown on proposed subdivision plan.
Existing non-conforming buildings or structures	Cannot confirm.
Comments:	

14. Environmental Features, Islands Trust Ecosystem Mapping (ITEM):

Sensitive ecosystems identified:	ITEM identifies rural, developed and mature forests Property (NW corner) provides critical habitat for SAR
Raptor/Heron Nests identified:	None identified
Watercourses:	None identified
Riparian Areas Regulation – applicable stream or watershed:	Development Permit Area 3
Steep Slope Hazard Classification:	May be affected by slopes greater than 35%
Comments:	

15. Intrinsic Groundwater Susceptibility Mapping:

Susceptibility:	No comment
Comments:	

16. Cultural Features:

Archaeological Sites Identified:	None identified. Contact Archaeology Branch to confirm.
Comments:	

17. Boundary Adjustments Only:

Complies with regulations:	N/A
Comments:	

18. Panhandle Lots Only:

Complies with regulations:	No. An exemption is required.
Comments:	

19. Split (Hooked) Lots Only:

Complies with regulations:	N/A
Comments:	

Name: Bronwyn Sawyer
Title: Planner 2

Signature: *Bronwyn Sawyer*
Date October 21, 2019

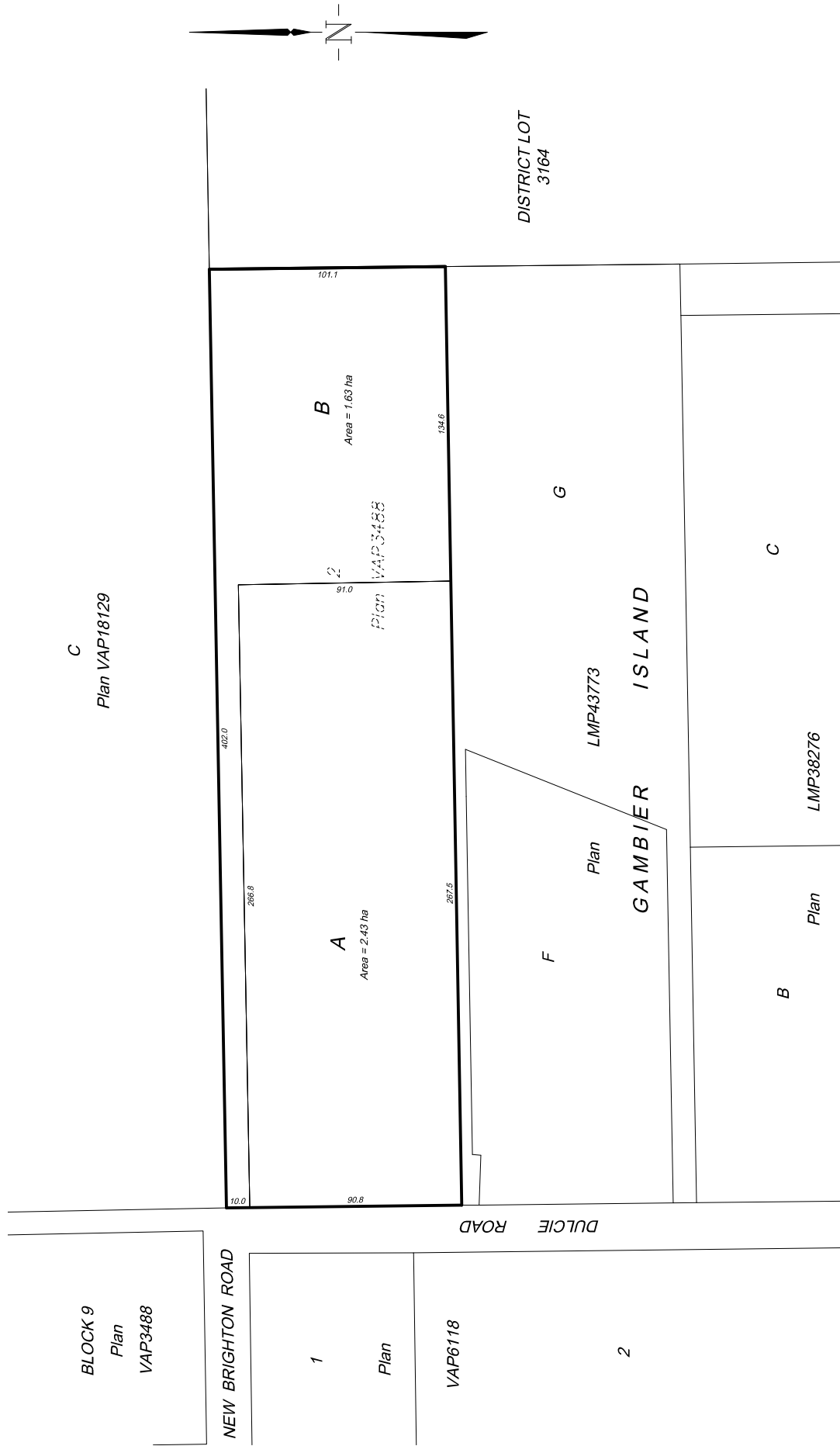
cc: Gambier Island Local Trust Committee
Sonja Zupanec, Island Planner
Vanwert Atchison, Applicant

PROPOSED SUBDIVISION PLAN OF LOT 2, BLOCK C,
DISTRICT LOT 847, PLAN VAP3488.



SCALE 1:1250

- Dimensions are approximate and are
subject to change pending final survey



ATTACHMENT 3 – SITE CONTEXT

LOCATION

Legal Description	LOT 2 (REFERENCE PLAN 2276) BLOCK C DISTRICT LOT 847 PLAN 3488
PID	012-824-941
Civic Address	650 Dulcie Rd, Gambier Island
Lot Size	4.04 ha

LAND USE

Current Land Use	Residential
Surrounding Land Use	Residential

HISTORICAL ACTIVITY

File No.	Purpose
GM-SUB-1994.5	Closed
GM-SUB-1999.1	Closed – applicant did not proceed with subdivision

POLICY/REGULATORY

Official Community Plan Designations	Settlement Residential (SR) Subject property is within DPA3 – Riparian Areas
Land Use Bylaw	Settlement Residential (SR) 8.6(1) The frontage on a highway of any lot in a proposed subdivision shall be at least 10% of its perimeter, unless exempted by the Local Trust Committee. 8.6(4) If a panhandle lot proposed to be created has insufficient area to be further subdivided, the minimum width of the access strip of land shall be 10 metres.
Other Regulations	N/A
Covenants	None
Bylaw Enforcement	None

SITE INFLUENCES

Islands Trust Fund	N/A This application does not directly affect an ITC-owned property or conservation covenant; nor does it directly affect a property adjacent to an ITC-owned property or conservation covenant. It also does not pertain to terrestrial or intertidal Crown Land located within 100m of an ITC-owned property or conservation covenant. Therefore referral to ITC for comment is not required.
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Regional Conservation Plan	The Regional Conservation Plan 2018-2027 estimated importance of habitat composition in the area of the subject property is MEDIUM. This application does not appear to be inconsistent or contrary to the goals and objectives set out in the ITC Regional Conservation Plan.
Species at Risk	The subject property is within an area identified as critical habitat for the <i>Marbled Murrelet</i> (<i>Brachyramphus marmoratus</i>). The Marbled Murrelet is listed under the <i>Species at Risk Act</i> (SARA) and is subject to protections under the <i>Migratory Birds Convention Act</i> and <i>BC Wildlife Act</i>. Terrestrial threats to Marbled Murrelets include fragmentation and loss of old growth nesting habitat due to human activity; predation at nest sites; and potential threats related to energy infrastructure development. The Recovery Strategy for the Marbled Murrelet in Canada provides that, “the primary threats to the species or its habitat can be avoided or mitigated through a combination of; habitat management, stewardship, communications and outreach, and additional research.”
Sensitive Ecosystems	OCP “Schedule C” – Environmentally Sensitive Areas of the does not identify the area of the subject property as having specific environmental values which are particularly sensitive.
Hazard Areas	Areas of >35% slope
Archaeological Sites	Remote Access to Archaeological Data (RAAD) mapping does not indicate an archaeological site on or near to the subject property. Notwithstanding the foregoing, and by copy of this report, the owners and applicant should be aware that there is still a chance that the lot may contain previously unrecorded archaeological material that is protected under the <i>Heritage Conservation Act</i>. If such material is encountered during development, all work should cease and the BC Archaeology Branch should be contacted immediately as a <i>Heritage Conservation Act</i> permit may be needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work.

File No.: GM-DVP-2021.8 (Atchison)
(x ref. GM-DP-2021.3)

DATE OF MEETING: March 31, 2022

TO: Gambier Island Local Trust Committee

FROM: Stephen Baugh, Planner 2
Northern Team

COPY: Warren Dingman, Bylaw Enforcement and Compliance Manager

SUBJECT: **Development Variance Permit application**
Applicant: Nathan Atchison
Location: 507 Shawanabe Rd.
LOT F BLOCKS 19 AND 20 DISTRICT LOT 847 PLAN 13681 (PID 008-054-134)

RECOMMENDATION

1. That the Gambier Island Local Trust Committee issue approve issuance of GM-DVP-2021.8.

REPORT SUMMARY

This report is to introduce Development Variance Permit application GM-DVP-2021.8 for consideration by the Gambier Island Local Trust Committee. The application proposes to relax the following setbacks to existing buildings and structures:

- the setback from the natural boundary of a watercourse for a deck from 15 metres to 7 metres;
- the setback from the natural boundary of a watercourse for a shed from 15 metres to 6 metres;
- the minimum elevation above the natural boundary of the pond from 1.5 metres to 1.07 metres;
- the setback from the front lot line for an accessory building from 7.5 metres to 5.456 metres;
- the setback from the front lot line for a shed from 7.5 metres to 6.544 metres; and
- the setback from the exterior side lot line for an accessory building from 4.5 metres to 3.034 metres

Staff are recommending approval of the variance requests, as the request is not contrary to the Islands Trust Policy Statement or Gambier Island Official Community Plan, the buildings are sited away from neighbouring properties, and outside of the setback from the watercourse recommended by the QEP.

BACKGROUND

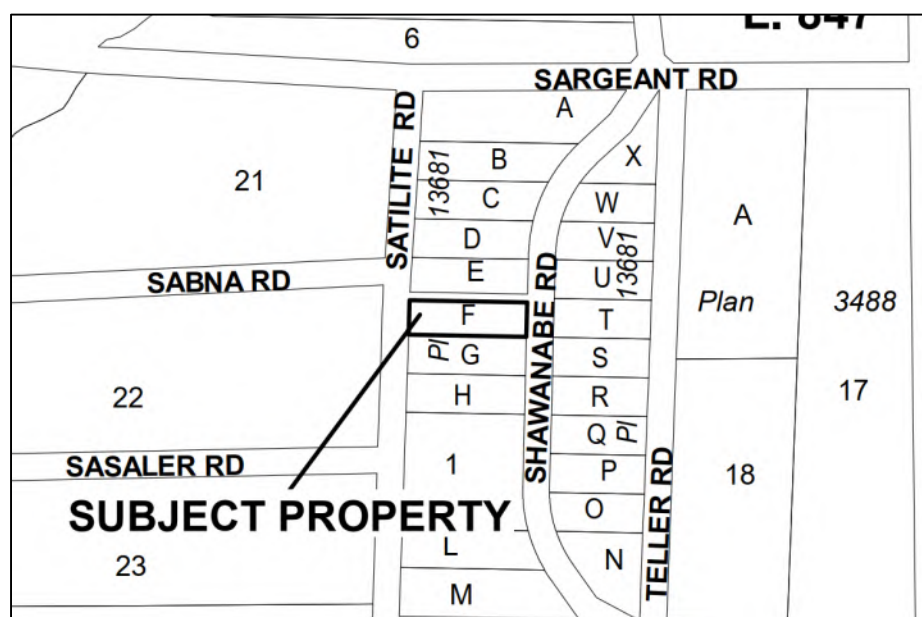
The application is proceeding as a result of Bylaw Enforcement file GM-BE-2021.1 for the unlawful siting of buildings within the front lot line, exterior side lot line and the setback to the natural boundary of a watercourse.

The subject property (Figure 1 below) contains 2 accessory buildings adjoined by a deck and a covered deck. A pond is located partially in the South East corner of the property and a drainage ditch from the pond to the North and west. A second drainage ditch runs along some of the North lot line. Two building permit referrals

have been received from SCRD for the construction of the existing accessory buildings and decks, these files are being held in abeyance until a decision is made on the issuance for the DVP and a DP for this property.

An assessment report from a QEP has been provided along with the accompanying Development Permit application for this property. The report states that, “The ditches/manmade pond on the property does not connect directly to fish bearing water.” The report also notes that the ditches do not provide suitable amphibian breeding habitat and there is low potential for amphibians to utilize the manmade pond.

Figure 1 – Subject Property



ANALYSIS

Official Community Plan:

The subject lot is designated Settlement Residential (SR) in the Gambier Island OCP and is within Development Permit Area 3 – Riparian Areas. A development permit for this property is also to be considered by the LTC subject to the issuance of this DVP.

Land Use Bylaw:

3.3 Siting and Setback Regulations

(1) No building or structure shall be sited within 15 metres of the natural boundary of the sea, lake, wetland or watercourse, or constructed with the underside of any floor system or the top of any pad supporting any space or room that is used for dwelling purposes, business or the storage of goods less than 1.5 metres above the natural boundary of the sea, lake or watercourse unless otherwise provided for in this Bylaw.

5.1 Settlement Residential Zone

Siting and Size

(9) The minimum setback for any building or structure:
(a) 7.5 metres from any front or rear lot line;

- (b) 3 metres from any interior side lot line;*
- (c) 4.5 metres from any exterior side lot line.*

Analysis:

Issues and Opportunities

The applicant has submitted a plan by a BC Land Surveyor which shows the location of the buildings and structures in relation to the lot lines. The location of the man-made pond was not shown on the legal survey, instead this feature and the setbacks to it from the deck and shed have been indicated on the site plan by the applicant. Despite this, staff consider the site plan sufficient for this application as the structures located closest to the pond exceed the 2 metre setback area recommended in the QEP report.

Intent of Regulations being varied

The intent of setback regulations are numerous including minimizing the impact of development on natural features, reducing conflicts between adjacent land owners and to protect development from hazardous conditions or variable environmental conditions.

Impact on Neighbouring Properties

The buildings and structures that form the basis for this variance application are all located outside of the minimum setbacks to adjoining properties. Staff have not had an opportunity to visit the property in person but based on the photos the buildings and structures are screened from Shawanabe Rd by a berm.

At the time this report was written no issues have been brought forwards from surrounding property owners regarding the siting of the buildings. However, a bylaw enforcement file was opened as a result of a complaint regarding the construction of structures without a permit.

Potential impacts of granting to variance

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

Circulation

Notification of this DVP application (Attachment 3) was distributed to neighbouring property owners and tenants within 100 metres in accordance with statutory requirements. No correspondence had been received prior to distribution of the notification; any submissions received following the preparation of this staff report will be presented to the LTC for their consideration during their regular business meeting on March 31, 2022.

First Nations

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

Rationale for Recommendation

Staff recommend support for the proposed variance under the following rationale:

- The proposed variances are not contrary to the ITPS and Gambier Island OCP;
- Staff consider the siting of the buildings and structures subject to this application to have minimal impact on neighbouring property owners; and
- The structures are sited outside of the setback recommended in the QEP report.

ALTERNATIVES

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

1. Request further information

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

That the Gambier Island Local Trust Committee request further information prior to making a decision on application GM-DVP-2021.8 [specify information required]

2. Deny the application

The LTC may deny the application. If this alternative is selected, the LTC must state reasons for denial. Staff advise that the implications of this alternative include file closure and the file returning to bylaw enforcement. Recommended wording for the resolution is as follows:

That the Gambier Island Local Trust Committee deny application GM-DVP-2021.5 for the following reasons: [specify reasons].

NEXT STEPS

Subject to concurrence with the staff recommendation, staff will issue the Development Variance Permit as drafted in Attachment 4.

Submitted By:	Stephen Baugh, Planner 2, Northern Team	March 16, 2022
Concurrence:	Heather Kauer, RPP, MCIP, AICP Regional Planning Manager, Northern Team	March 16, 2022

ATTACHMENTS

1. Site Context
2. Maps, Plans, Drawings
3. Notice
4. Draft Development Variance Permit

ATTACHMENT 1– SITE CONTEXT

GM-DVP-2021.8 AND GM-DP-2021.3

LOCATION

Legal Description	LOT F BLOCKS 19 AND 20 DISTRICT LOT 847 PLAN 13681
PID	008-054-134
Civic Address	507 Shawanabe Rd.
Lot Size	0.23 ha (0.56 acres)

LAND USE

Current Land Use	Residential
Surrounding Land Use	Residential, bare land

HISTORICAL ACTIVITY

File No.	Purpose
GM-DP-2021.3 (<i>open</i>)	Development activities within DPA 3 – Riparian Areas
GM-DVP-2021.8 (<i>open</i>)	To vary (reduce) lot line setbacks
GM-BP-2021.16 (<i>In abeyance</i>)	New covered deck
GM-BP-2021.15 (<i>In abeyance</i>)	New studio/workshop

POLICY/REGULATORY

Official Community Plan Designations	Subject property is designated as Settlement Residential – SR in the Gambier Island OCP No. 73, 2001. Development Permit Area (DPA): DPA 3 (Riparian Areas)
Land Use Bylaw	Subject property is zoned Settlement Residential (SR) in the Gambier Island LUB No. 86, 2004. <i>Setback regulations subject of GM-DVP-2021.8:</i> 3.3(1) No building or structure shall be sited within 15 metres of the natural boundary of the sea, lake, wetland or watercourse, or constructed with the underside of any floor system or the top of any pad supporting any space or room that is used for dwelling purposes, business or the storage of goods less than 1.5 metres above the natural boundary of the sea, lake or watercourse unless otherwise provided for in this Bylaw. 5.1(9) The minimum setback for any building or structure: (a) 7.5 metres from any front or rear lot line; (b) 3 metres from any interior side lot line; (c) 4.5 metres from any exterior side lot line. <i>Regulations subject of GM-DP-2021.3:</i>

	9.3 Development Permit Area No. 3 (Riparian Areas) (4) Prior to undertaking any non-exempt development activities within Development Permit Area No. 3, an owner of property shall apply to the Local Trust Committee for a development permit. A development permit application must include an initial report prepared by a Qualified Environmental Professional that establishes, in relation to any watercourse or wetland on the parcel that is the subject of the application, whether it is a “stream” as defined in the Riparian Areas Regulation. Part 1 of these Guidelines apply to any application related to a “stream” that meets that definition, and Part 2 of these Guidelines apply to all other applications.
Other Regulations	The provincial <i>Riparian Areas Protection Regulation</i> (RAPR) requires local governments to protect fish habitat, including areas directly adjacent to a stream (i.e. the riparian area), during residential, commercial and industrial development by ensuring that a Qualified Environmental Professional (QEP) conducts a science-based assessment of proposed development activities. Under Section 12 of the RAPR, <i>(12) An assessment of a proposed development for the purposes of this regulation must be carried out</i> <i>(a) by one or more qualified environmental professional, and</i> <i>(b) in accordance with</i> <i>(i) section 13, and</i> <i>(ii) the technical manuals.</i> The applicant has provided a copy of an environmental assessment (EA) report by a QEP, rather than an assessment report regulated under the RAPR, in accordance with Section 9.3(4) of the Gambier Island LUB. The purpose of the EA report is to determine if any negative impacts had occurred to riparian areas, confirm RAPR applicability and to recommend mitigation measures upon development completion.
Covenants	None
Bylaw Enforcement	GM-BE-2021.1 – Development activities within DPA 3 without issued Development Permit (<i>subject of application GM-DP-2021.3</i>), accessory structure/uses without principal use, siting – structure within setback areas (<i>subject of application GM-DVP-2021.8</i>), operation of sawmill beyond permitted hours.

SITE INFLUENCES

Islands Trust Conservancy	There are no ITC covenants or properties in the direct area. Referral to ITC is not required.
Regional Conservation Strategy	Proposal does not impact the objectives and priorities of the ITC regional conservation plan.
Species at Risk	None
Sensitive Ecosystems	Riparian Area: Subject property is not within an area targeted for assessment in the Stream Mapping Report by Madrone Environmental Services, dated April 20, 2015.

	However, the EA by Strategic Professional Resourceful (SPR), dated April 13, 2021, identifies two ditches and a pond on the subject property. According to the Madrone report dated April 20, 2015, ditches are considered “streams” under the RAPR if they provide habitat for fish, or connect by surface flow to fish habitat. The EA report by SPR provides the following: “The ditches/manmade pond on the property does not connect directly to fish bearing water, thus is not applicable to the Riparian Areas Protection Regulation (RAPR). It drains slope seepage from the property then dissipates in a small ditch along a laneway west of the property. As it does not connect directly to fish bearing water, it does not meet the definition of stream under the RAPR.”
Hazard Areas	Schedule E of the OCP does not indicate the subject property is within an area with a slope of 35% or greater.
Archaeological Sites	A review of Remote Access to Archaeological Data (RAAD) information indicates no documented archaeological sites within the property or within 100 metres of the property. Staff have provided the Islands Trust Chance Find Protocol and the Provincial Archaeological Branch guidelines on <i>Heritage Act</i> and directed the applicant to the following guidelines: • All archaeological and cultural heritage is protected under the <i>Heritage Conservation Act</i> and areas of archaeological potential may contain undocumented archaeological sites which would be automatically protected under the <i>Heritage Conservation Act</i> (including all intact or disturbed sites) and require a permit from the BC Archaeology Branch. Further information regarding permits: https://www2.gov.bc.ca/gov/content/industry/natural-resource-use/archaeology/permits. • In the event that archaeological features or materials are found, either intact or disturbed on the subject property, stop work immediately and contact the BC Archaeology Branch at 250-953-3334 or archaeology@gov.bc.ca. • Any impacts, would include the following: landscaping, tree removal, digging, using heavy equipment, development, fencing, footings, or any form of groundwork. • For more information regarding registered archaeological sites and archaeological potential on the subject property, submit an Archaeological Information Request Form: www.archdatarequest.nrs.gov.bc.ca.
Climate Change Adaptation and Mitigation	Tree removal may result in a loss of carbon storage and sequestration.

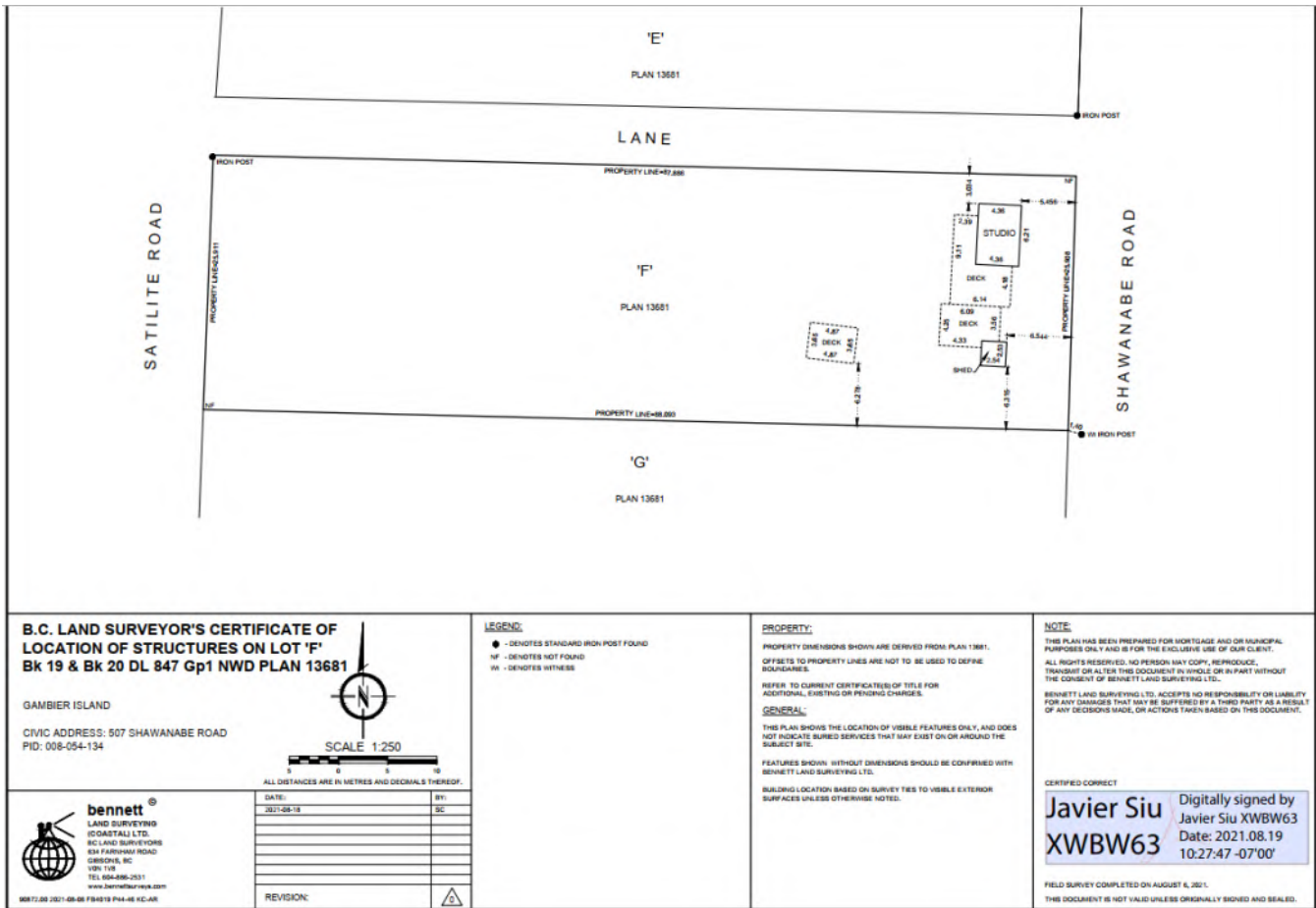
2.1 ORTHOPHOTO

SUBJECT PROPERTY OUTLINED IN YELLOW

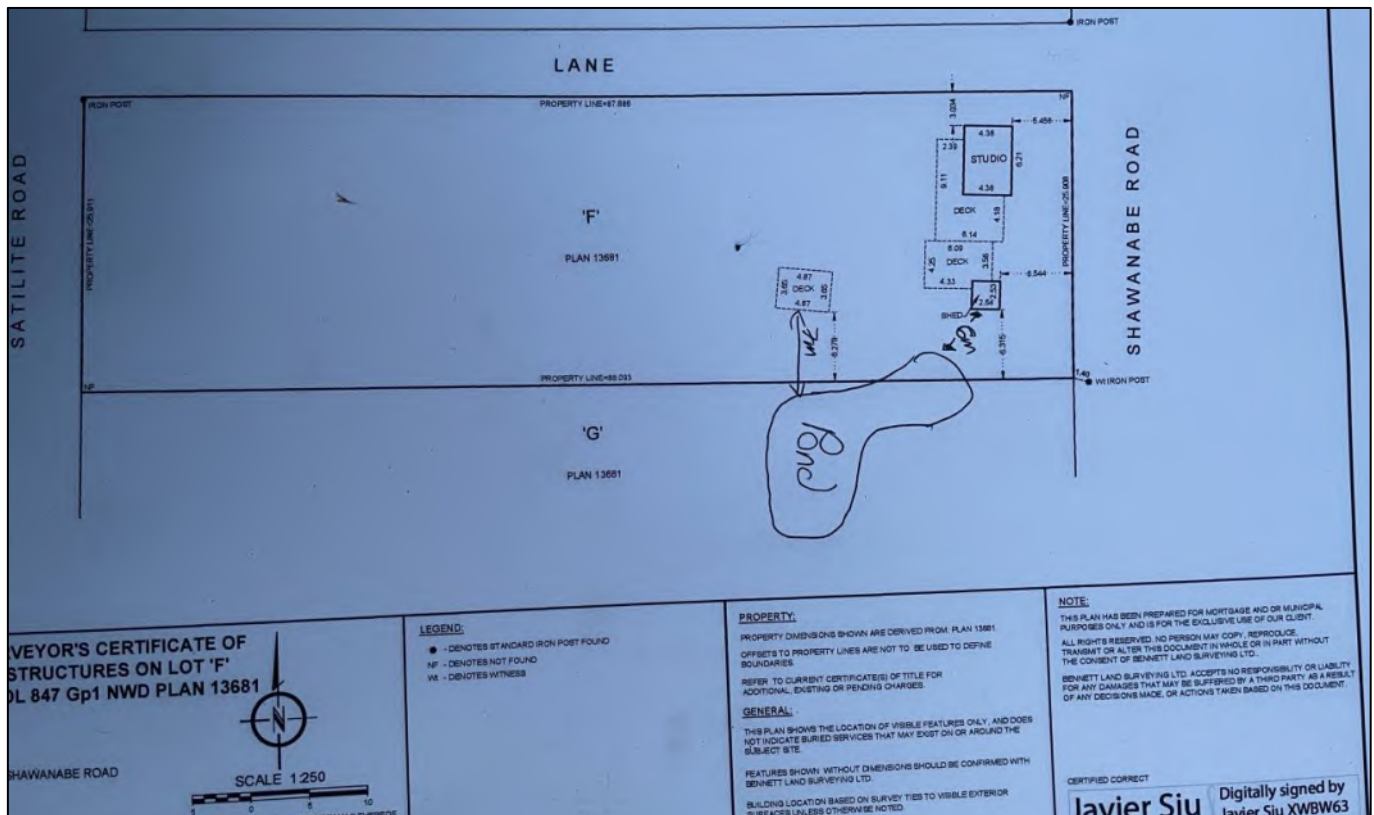
2.2 DEVELOPMENT PERMIT AREA

EXCERPT FROM SCHEDULE I OF GAMBIER OCP NO. 73

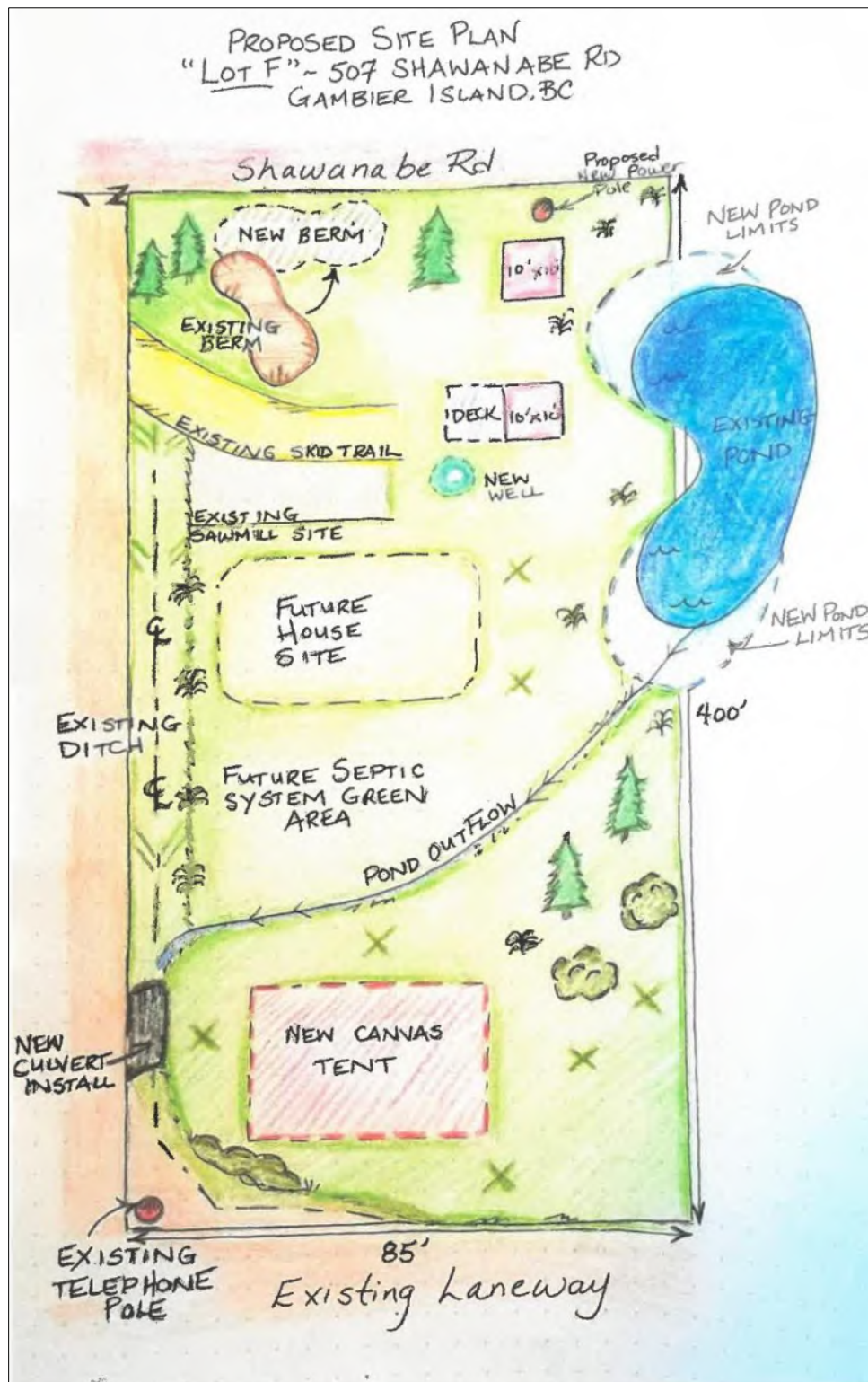
2.3 SURVEY PLAN



2.4 SURVEY PLAN WITH SETBACKS TO POND



2.5 SITE DRAWING



NOTICE
GM-DVP-2021.8
GAMBIER ISLAND LOCAL TRUST COMMITTEE

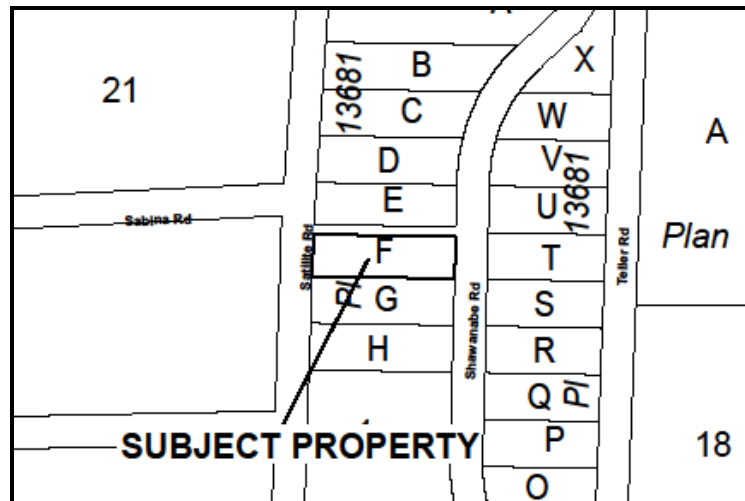
NOTICE is hereby given pursuant to Section 499 of the *Local Government Act* that the Gambier Island Local Trust Committee will be considering a resolution allowing for the issuance of a Development Variance Permit. The proposed permit would vary the Gambier Island Land Use Bylaw No. 86 by:

- A variance to reduce the setback from the natural boundary of a watercourse for a deck from 15 metres to 7 metres;
- A variance to reduce the setback from the natural boundary of a watercourse for a shed from 15 metres to 6 metres;
- A variance to reduce the minimum distance above the natural boundary of the pond from 1.5 metres to 1.07 metres for the underside of the floor system;
- A variance to reduce the setback from the front lot line for an accessory building from 7.5 metres to 5.456 metres;
- A variance to reduce the setback from the front lot line for a shed from 7.5 metres to 6.544 metres
- A variance to reduce the setback from the exterior side lot line for an accessory building from 4.5 metres to 3.034 metres;

as shown on the attached draft permit.

The property is located at 507 Shawanabe Road, Gambier, BC and is legally described as Lot F, Blocks 19 and 20, District Lot 847 Plan 13681 (PID: 008-054-134)].

The general location of the subject property is shown on the following sketch:



A copy of the proposed permit may be inspected at the Islands Trust Office, 700 North Road, Gabriola Island, BC V0R 1X3 between the hours of 8:30 a.m. to 4:00 p.m., Tuesday to Thursday inclusive, excluding statutory holidays, commencing **March 18, 2022** and continuing up to and including **March 30, 2022** and is also available on the Islands Trust website here: <https://islandstrust.bc.ca/island-planning/gambier/current-applications/>

Enquiries or comments should be directed to Stephen Baugh, Planner 2 at (250) 247-2201, for Toll Free Access, request a transfer via Enquiry BC: In Vancouver 660-2421 and elsewhere in BC 1-800-663-7867; or by fax (250) 405-5155; or by email to: northninfo@islandstrust.bc.ca before 4:30 pm, **March 30, 2022**.

The Gambier Island Local Trust Committee may consider a resolution allowing for the issuance of the permit during the business meeting starting at **March 31, 2022**.

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



Islands Trust

**GAMBIER ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
GM-DVP-2021.8**

To: Vanwert Nathan Atchison

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

LOT F, BLOCKS 19 AND 20, DISTRICT LOT 847, PLAN 13681
(PID: 008-054-134)

2. Gambier Island Land Use Bylaw No. 86, 2004 is varied as follows:

- a) Subsection 3.3(1) which states that "No building or structure shall be sited within 15 metres of the natural boundary of the sea, lake, wetland or watercourse, or constructed with the underside of any floor system or the top of any pad supporting any space or room that is used for dwelling purposes, business or the storage of goods less than 1.5 metres above the natural boundary of the sea, lake or watercourse unless otherwise provided for in this Bylaw." is varied
 - to permit an existing structure measured 7 metres from a pond;
- b) Subsection 3.3(1) which states that "No building or structure shall be sited within 15 metres of the natural boundary of the sea, lake, wetland or watercourse, or constructed with the underside of any floor system or the top of any pad supporting any space or room that is used for dwelling purposes, business or the storage of goods less than 1.5 metres above the natural boundary of the sea, lake or watercourse unless otherwise provided for in this Bylaw." is varied
 - to permit an existing building measured 6 metres from a pond and 1.07 metres above the natural boundary of the watercourse;
- c) Subsection 5.1(9) which states that "The minimum setback for any building or structure: (a) 7.5 metres from any front or rear lot line;" is varied
 - to permit the construction of a building measured 5.456 metres from the front lot line;
- d) Subsection 5.1(9) which states that "The minimum setback for any building or structure: (a) 7.5 metres from any front or rear lot line;" is varied
 - to permit the construction of a building measured 6.544 metres from the front lot line; and,
- e) Subsection 5.1(9) which states that "The minimum setback for any building or structure: (c) 4.5 metres from any exterior side lot line;" is varied
 - to permit the construction of a building measured 3.034 metres from the exterior side lot line.

The development shall be consistent with Schedule 'A' which is attached to and forms part of this permit.

3. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of "Gambier Island Land Use Bylaw No. 86, 2004" and to obtain other approvals

necessary for completion of the proposed development, including approval of the Sunshine Coast Regional District and Ministry of Transportation and Infrastructure.

AUTHORIZING RESOLUTION PASSED BY THE GAMBIER ISLAND LOCAL TRUST COMMITTEE THIS __th DAY OF [MONTH], [YEAR].

Deputy Secretary, Islands Trust

Date of Issuance

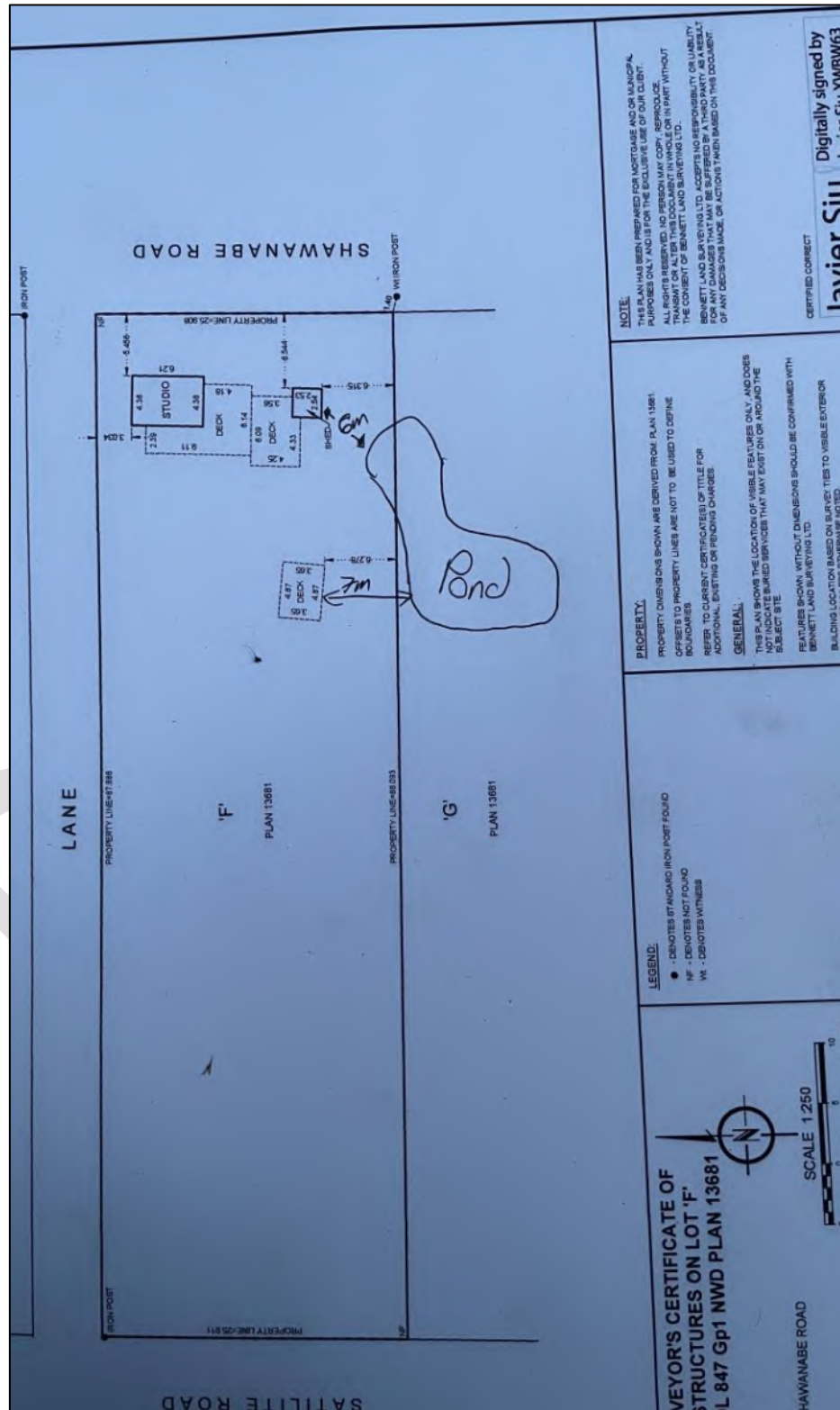
IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE __th DAY OF [MONTH], [YEAR] (2 YEARS FROM DATE OF ISSUANCE)] THIS PERMIT AUTOMATICALLY LAPSES.

DRAFT

GAMBIER ISLAND LOCAL TRUST COMMITTEE

GM-DVP-2021.8

SCHEDULE 'A'



File No.: GM-DP-2021.3 (Atchison)
(x ref. GM-DVP-2021.8)

DATE OF MEETING: March 31, 2022

TO: Gambier Island Local Trust Committee

FROM: Stephen Baugh, Planner 2
Northern Team

SUBJECT: **Development Permit Application – DPA-3 Riparian Areas**
Applicant: Nathan Atchison
Location: 507 Shawanabe Rd.
LOT F BLOCKS 19 AND 20 DISTRICT LOT 847 PLAN 13681 (PID 008-054-134)

RECOMMENDATION

1. That the Gambier Island Local Trust Committee approve issuance of GM-DP-2021.3.

REPORT SUMMARY

The Gambier Island Local Trust Committee (LTC) is asked to consider a Development Permit application that is being sought retroactively for development activities that had occurred within Development Permit Area 3 (DPA 3) – Riparian Areas and for proposed development activities.

The applicant has submitted an Environmental Assessment (EA) by Strategic Natural Resource Consultants, dated April 13, 2021, which provides an assessment of the development and recommends mitigation measures to reduce any impacts to the watercourses (pond and ditches), and the DPA.

Staff finds that the EA report addresses the objectives and intent of the information required under the DPA 3 Guidelines and is therefore recommending issuance of the permit.

BACKGROUND

The 0.23 ha (0.56 acre) subject property is located at 507 Shawanabe Road, as shown on Figure 1. The property contains an excavated pond and two ditches. The EA report indicates the pond is approximately 3m wide and 10 m long with an outlet ditch that was dug from the pond at the South edge of the property to the North property boundary where it joins with another drainage ditch. The ditches or pond do not connect to fish bearing water. The newly dug ditch has intact riparian vegetation to the south and west. The other ditch is bound by a laneway to the north and cleared portion of the property to the south and lacks riparian vegetation.

The application proposes the construction of two accessory buildings, a covered deck, the installation of a septic system and the installation of a well head. Works conducted to date include placement of a culvert and vegetation clearing within 30 metres of the ditch. The buildings and structures proposed have been constructed and are the subject of Development Variance Permit application GM-DVP-2021.8.

Pursuant to Section 9.3(4) of the LUB, a DP application must include an initial report by a Qualified Environmental Professional (QEP) that establishes whether the “watercourse” that is the subject of that

application, is a “stream” as defined in the *Riparian Areas Protection Regulation* (RAPR). Should a QEP determine the watercourse subject of the application to be a “stream” under the RAPR and therefore RAPR-applicable, the Part 1 Guidelines in the LUB apply; all other applications (non-RAPR-applicable) are subject to the Part 2 Guidelines starting in Section 9.3(4)(k) of the LUB.

The applicant has retained a QEP to prepare an Environmental Assessment (EA), dated April 13, 2021, to determine if the watercourses (pond and ditches) are a “stream” as defined in the RAPR, and whether development activities have impacted the ditch adjacent to the subject property.

A copy of the EA report is attached to the draft DP, found in Attachment 4 of this report.

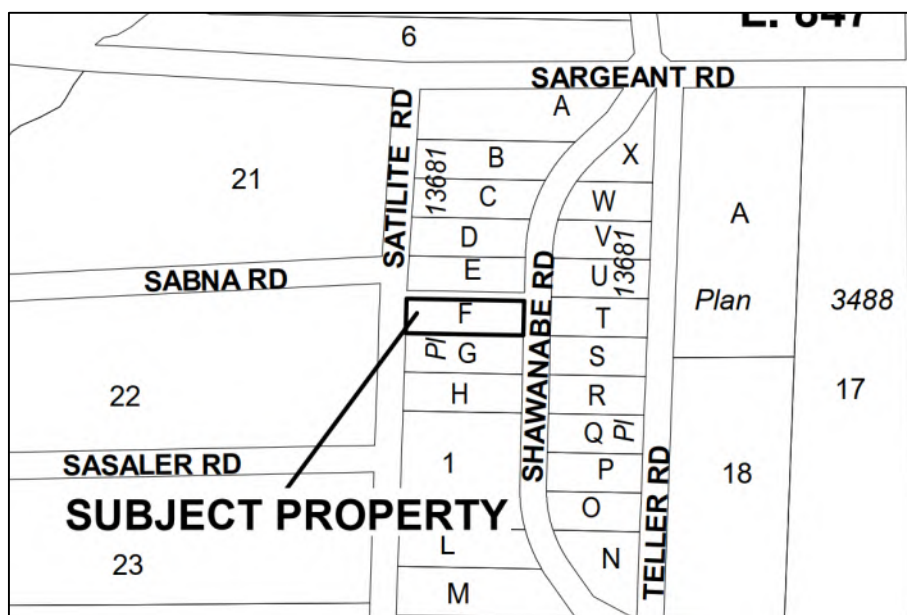


Figure 1. Subject Property Map

ANALYSIS

Policy/Regulatory

Islands Trust Policy Statement:

The following Islands Trust Policy Statement (ITPS) directive policies are relevant to this application and are addressed through DP-3 – Riparian Areas:

- 3.1.3 *Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.*
- 3.3.2 *Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands, and riparian zones to protect aquatic wildlife.*

This application is not contrary to the ITPS.

Official Community Plan:

The subject property is currently designated as Settlement Residential (SR) in the Gambier Island Official Community Plan Bylaw No. 73 (OCP).

According to Schedule I in the OCP, the subject property lies within DPA 3. The OCP identifies the DPA to be:

For a watercourse that is not located in a ravine, a 30 metre strip on both sides of the watercourse measured from the high water mark;

The objectives of DP-3 are:

- To protect the biological diversity and habitat values of riparian and aquatic ecosystems;
- To protect the natural environment necessary to provide productive habitat for fish and other aquatic species, including both fish bearing and non-fish-bearing water features, and the adjacent land and vegetation; and
- To minimize adverse impacts of land use practices on wildlife habitats and plant habitats in riparian areas.

Land Use Bylaw:

The subject property is zoned Settlement Residential (SR) under the LUB. The guidelines for DPA 3 are found under Section 9.3 (4) in the LUB.

The proposed development complies with DPA 3 Guidelines (Attachment 3) and the proposed development appears to meet all other LUB requirements subject to the issuance of GM-DVP-2021.8.

Issues and Opportunities

Riparian Area

As noted, the works conducted to date placement of a culvert, vegetation clearing, and construction of buildings and structures within 30 metres of the ditch.

Staff note that the subject property is not within an area targeted for assessment in the [Stream Mapping Report](#) by Madrone Environmental Services (Madrone), dated April 20, 2015. As noted in the EA report by Strategic, dated April 13, 2021, there is one pond and two ditches that on the subject property. According to the Madrone report, ditches are considered “streams” under the RAPR if they provide habitat for fish, or connect by surface flow to fish habitat.

The EA report by Strategic provides the following:

“The ditches/manmade pond on the property does not connect directly to fish bearing water, thus is not applicable to the Riparian Areas Protection Regulation (RAPR). It drains slope seepage from the property then dissipates in in a small ditch along a laneway west of the property. As it does not connect directly to fish bearing water, it does not meet the definition of a stream under the RAPR”.

In consideration of the EA report by Strategic, the Part 2 Guidelines in Section 9.3 of the LUB apply.

Staff have reviewed the EA report by Strategic, and have included as conditions of the draft DP, all recommendations by the QEP to ensure impacts to the pond and ditches are mitigated. The recommendations include the following:

- Erosion control measures;
- Protection of tree root zones;

- Management of deleterious substances brought onto the land;
- Proper management of storm water from any impermeable surfaces;
- Prevention of encroachment into the riparian buffer.

Staff have included a condition requiring that seeding occur within one (1) year of issuance of the DP, in order to maintain stabilization of the ditch bank and to reduce potential erosion and sedimentation into the ditch. Conditions included in the permit are imposed pursuant to the authority conferred by the *Local Government Act* under Section 491(1)(e).

Consultation

Public consultation and notification are not required for Development Permit applications.

First Nations

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

Rationale for Recommendation

Concerning the development activities that have occurred, including, installation of a culvert, clearing of vegetation, and the construction of the proposed accessory buildings and structures, staff advises that the guidelines for DPA 3 – Riparian Area in Section 9.3 of the LUB appear to be satisfied through the recommendations of the EA report by Strategic, dated April 13, 2021. The recommendations by the QEP have been included as conditions in the draft development permit.

Staff recommends issuance of the DP as noted on page 1 of this report.

ALTERNATIVES

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

1. Deny the application

The LTC may deny the application. If this alternative is selected, the LTC should state the specific reasons for denial and how it finds the application does not meet the DPA guidelines, since local governments must issue a development permit if the DPA guidelines are found to have been met. Recommended wording for the resolution is as follows:

That the Gambier Island Local Trust Committee deny application GM-DP-2021.3 for the following reasons [insert reasons].

NEXT STEPS

If the LTC concurs with staff's recommendation, the permit will be issued as presented in the staff report.

Submitted By:	Stephen Baugh, Planner 2, Northern Team	March 16, 2022
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Concurrence:	Heather Kauer, RPP, MCIP, AICP Regional Planning Manager, Northern Team	March 16, 2022
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ATTACHMENTS

1. Site Context
2. Maps, Plans, Photographs
3. DPA Guidelines
4. Draft Development Permit (including Environmental Assessment, dated April 13, 2021)

LOCATION

Legal Description	LOT F BLOCKS 19 AND 20 DISTRICT LOT 847 PLAN 13681
PID	008-054-134
Civic Address	507 Shawanabe Rd.
Lot Size	0.23 ha (0.56 acres)

LAND USE

Current Land Use	Residential
Surrounding Land Use	Residential, bare land

HISTORICAL ACTIVITY

File No.	Purpose
GM-DP-2021.3 (<i>open</i>)	Development activities within DPA 3 – Riparian Areas
GM-DVP-2021.8 (<i>open</i>)	To vary (reduce) lot line setbacks
GM-BP-2021.16	New covered deck
GM-BP-2021.15	New studio/workshop

POLICY/REGULATORY

Official Community Plan Designations	Subject property is designated as Settlement Residential – SR in the Gambier Island OCP No. 73, 2001. Development Permit Area (DPA): DPA 3 (Riparian Areas)
Land Use Bylaw	Subject property is zoned Settlement Residential (SR) in the Gambier Island LUB No. 86, 2004. <i>Setback regulations subject of GM-DVP-2021.8:</i> 3.3(1) No building or structure shall be sited within 15 metres of the natural boundary of the sea, lake, wetland or watercourse, or constructed with the underside of any floor system or the top of any pad supporting any space or room that is used for dwelling purposes, business or the storage of goods less than 1.5 metres above the natural boundary of the sea, lake or watercourse unless otherwise provided for in this Bylaw. 5.1(9) The minimum setback for any building or structure: (a) 7.5 metres from any front or rear lot line; (b) 3 metres from any interior side lot line; (c) 4.5 metres from any exterior side lot line. <i>Regulations subject of GM-DP-2021.3:</i>

	9.3 Development Permit Area No. 3 (Riparian Areas) (4) Prior to undertaking any non-exempt development activities within Development Permit Area No. 3, an owner of property shall apply to the Local Trust Committee for a development permit. A development permit application must include an initial report prepared by a Qualified Environmental Professional that establishes, in relation to any watercourse or wetland on the parcel that is the subject of the application, whether it is a “stream” as defined in the Riparian Areas Regulation. Part 1 of these Guidelines apply to any application related to a “stream” that meets that definition, and Part 2 of these Guidelines apply to all other applications.
Other Regulations	The provincial <i>Riparian Areas Protection Regulation</i> (RAPR) requires local governments to protect fish habitat, including areas directly adjacent to a stream (i.e. the riparian area), during residential, commercial and industrial development by ensuring that a Qualified Environmental Professional (QEP) conducts a science-based assessment of proposed development activities. Under Section 12 of the RAPR, <i>(12) An assessment of a proposed development for the purposes of this regulation must be carried out</i> <i>(a) by one or more qualified environmental professional, and</i> <i>(b) in accordance with</i> <i>(i) section 13, and</i> <i>(ii) the technical manuals.</i> The applicant has provided a copy of an environmental assessment (EA) report by a QEP, rather than an assessment report regulated under the RAPR, in accordance with Section 9.3(4) of the Gambier Island LUB. The purpose of the EA report is to determine if any negative impacts had occurred to riparian areas, confirm RAPR applicability and to recommend mitigation measures upon development completion.
Covenants	None
Bylaw Enforcement	GM-BE-2021.1 – Development activities within DPA 3 without issued Development Permit (<i>subject of application GM-DP-2021.3</i>), accessory structure/uses without principal use, siting – structure within setback areas (<i>subject of application GM-DVP-2021.8</i>), operation of sawmill beyond permitted hours.

SITE INFLUENCES

Islands Trust Conservancy	There are no ITC covenants or properties in the direct area. Referral to ITC is not required.
Regional Conservation Strategy	Proposal does not impact the objectives and priorities of the ITC regional conservation plan.
Species at Risk	None
Sensitive Ecosystems	Riparian Area: Subject property is not within an area targeted for assessment in the Stream Mapping Report by Madrone Environmental Services, dated April 20, 2015.

	However, the EA by Strategic Professional Resourceful (SPR), dated April 13, 2021, identifies two ditches and a pond on the subject property. According to the Madrone report dated April 20, 2015, ditches are considered “streams” under the RAPR if they provide habitat for fish, or connect by surface flow to fish habitat. The EA report by SPR provides the following: “The ditches/manmade pond on the property does not connect directly to fish bearing water, thus is not applicable to the Riparian Areas Protection Regulation (RAPR). It drains slope seepage from the property then dissipates in a small ditch along a laneway west of the property. As it does not connect directly to fish bearing water, it does not meet the definition of stream under the RAPR.”
Hazard Areas	Schedule E of the OCP does not indicate the subject property is within an area with a slope of 35% or greater.
Archaeological Sites	A review of Remote Access to Archaeological Data (RAAD) information indicates no documented archaeological sites within the property or within 100 metres of the property. Staff have provided the Islands Trust Chance Find Protocol and the Provincial Archaeological Branch guidelines on <i>Heritage Act</i> and directed the applicant to the following guidelines: • All archaeological and cultural heritage is protected under the <i>Heritage Conservation Act</i> and areas of archaeological potential may contain undocumented archaeological sites which would be automatically protected under the <i>Heritage Conservation Act</i> (including all intact or disturbed sites) and require a permit from the BC Archaeology Branch. Further information regarding permits: https://www2.gov.bc.ca/gov/content/industry/natural-resource-use/archaeology/permits. • In the event that archaeological features or materials are found, either intact or disturbed on the subject property, stop work immediately and contact the BC Archaeology Branch at 250-953-3334 or archaeology@gov.bc.ca. • Any impacts, would include the following: landscaping, tree removal, digging, using heavy equipment, development, fencing, footings, or any form of groundwork. • For more information regarding registered archaeological sites and archaeological potential on the subject property, submit an Archaeological Information Request Form: www.archdatarequest.nrs.gov.bc.ca.
Climate Change Adaptation and Mitigation	Tree removal may result in a loss of carbon storage and sequestration.

2.1 ORTHOPHOTO



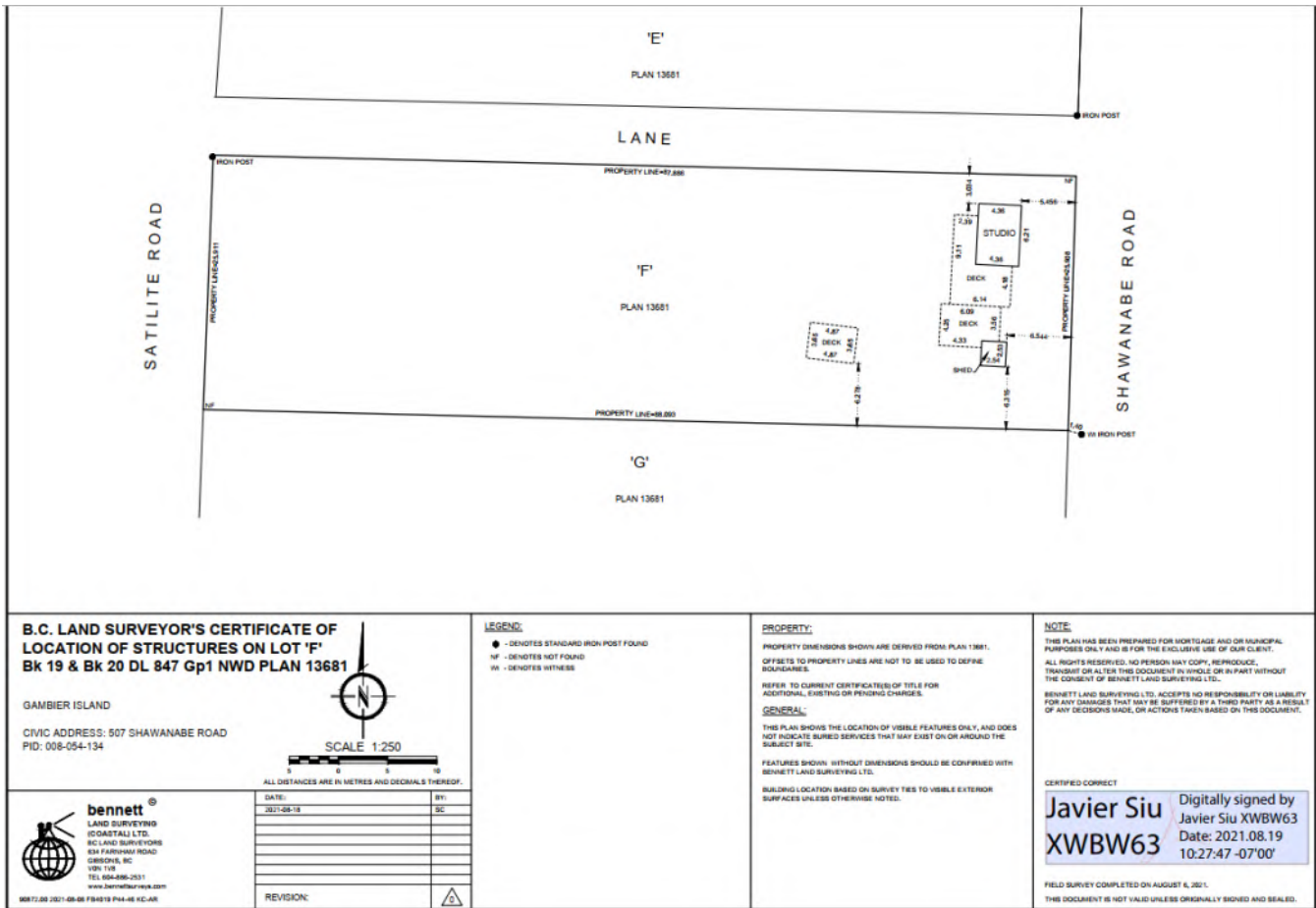
SUBJECT PROPERTY OUTLINED IN YELLOW

2.2 DEVELOPMENT PERMIT AREA

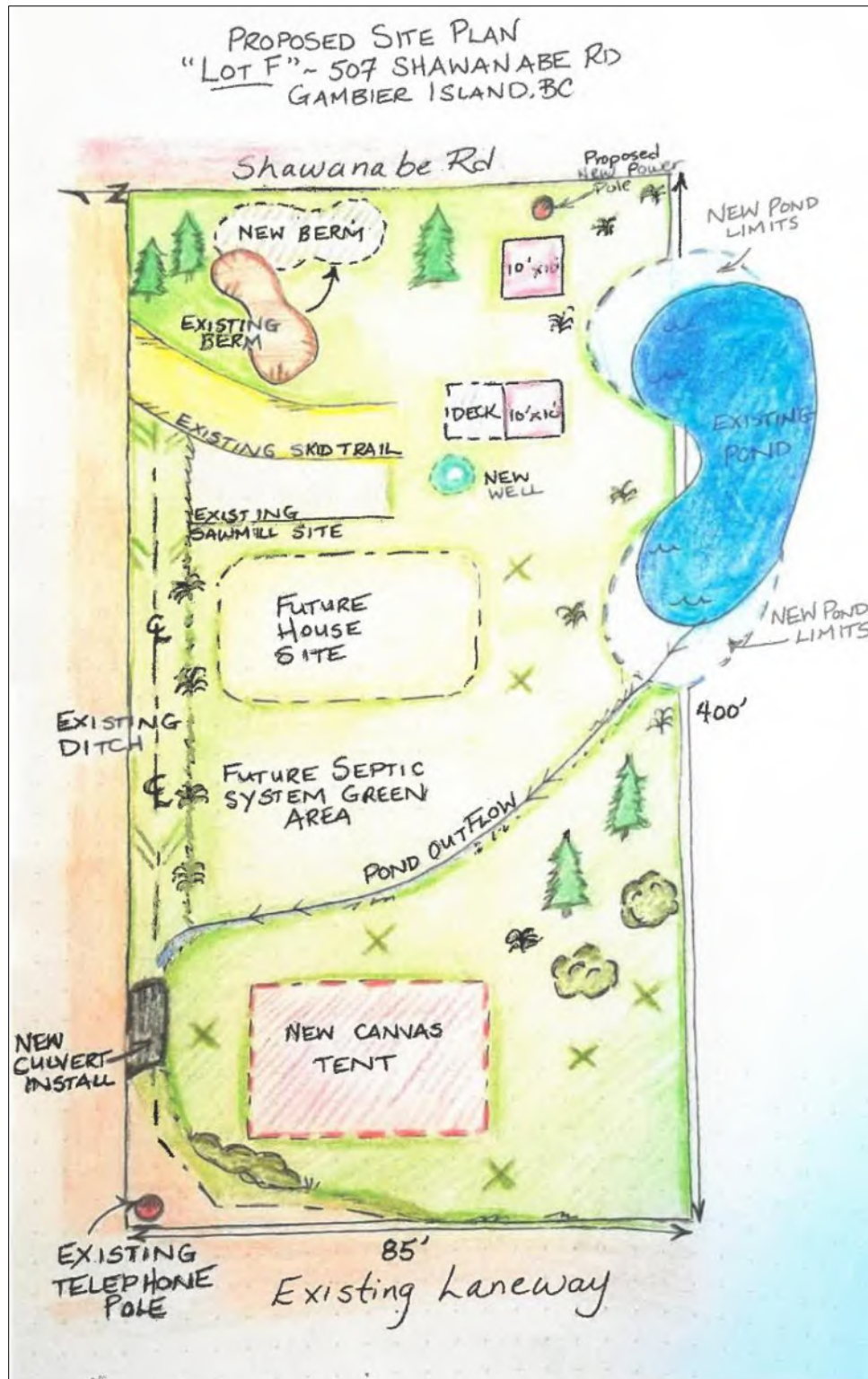


EXCERPT FROM SCHEDULE I OF GAMBIER OCP NO. 73

2.3 SURVEY PLAN



2.4 SITE DRAWING



ATTACHMENT 3 – DEVELOPMENT PERMIT AREA GUIDELINES

9.3 DEVELOPMENT PERMIT AREA NO. 3 (RIPARIAN AREAS)

(4) Prior to undertaking any non-exempt development activities within Development Permit Area No. 3, an owner of property shall apply to the Local Trust Committee for a development permit.

A development permit application must include an initial report prepared by a Qualified Environmental Professional that establishes, in relation to any *watercourse* or *wetland* on the parcel that is the subject of the application, whether it is a “stream” as defined in the *Riparian Areas Regulation*. Part 1 of the Guidelines apply to any application related to a “stream” that meets that definition, and Part 2 of these Guidelines apply to all other applications.

Part 2 Guidelines	Complies	Planner Comments
(k) A Qualified Environmental Professional (QEP) experienced in riparian, stream or wetland ecology must be retained to inspect the development site, identify the location of watercourses and wetlands, and prepare a report that includes recommendations on the location and width of riparian buffers that will maintain the biological integrity of the riparian area and associated watercourses and wetlands. The report may be combined with the initial report described above the Part 1 Guidelines.	yes	In the environmental assessment (EA) by Strategic Natural Resource Consultants, dated April 13, 2021, the QEP identifies a pond and two ephemeral ditches on the subject property. The QEP has indicated there is no direct connection to fish bearing water, and has deemed the ditches and pond to not be subject to the <i>Riparian Areas Protection Regulation</i> (RAPR), nor to the Part 1 Guidelines in Section 9.3 of the LUB. The QEP considers a 2 metre wide setback from the ditches to be sufficient for the site.
(l) The QEP’s report must clearly describe the context and inherent value of the riparian area and associated watercourse or wetland and identify mitigation measures that ensure the long- term protection of the specified buffer from any nearby development activities. Mitigation measures should include (but not be limited to): (i) erosion control during ground disturbance activities to minimize the potential for sediment transportation; (ii) protection of critical tree root zones; (iii) protection of riparian buffers from potential blow-down of trees associated with any increases in exposure to wind; (iv) management of deleterious substances brought onto the land for the purpose of development activities; (v) proper management of storm water from any impermeable surfaces; and	yes	In the EA, the QEP includes recommended mitigation measures that address (i) through (vi), to maintain water quality and to mitigate any impacts to the ditch and pond. Staff have included the recommended mitigation measures as conditions of the draft Development Permit, including revegetating exposed soils, installing sediment and erosion control measures (i.e. silt fencing), etc.

(vi) prevention of encroachment into the riparian buffer (e.g. through the implementation of temporary construction-phase and/or long term fencing/signage). The mitigation measures may be included as conditions of the development permit.		
(m) A QEP should assess and report on the status of the riparian area and watercourse or wetland with regards to biological integrity and should note the occurrence of invasive species (both plant and animal) where applicable. Wetlands should be classified as either bog, fen, marsh, swamp, shallow water or wet meadow. The QEP should also assess for and report on any previous disturbance or constraints imposed on the riparian area and associated watercourse or wetland (e.g. wetland infilling, channelization, bank destabilization, vegetation removal or dam construction) and recommend appropriate restoration where necessary. Where restoration is recommended, prescriptive replanting plans should be included in the QEP's report. Prescriptive invasive species removal, long-term management and disposal methods should also be included in the QEP's report where appropriate.	yes	Ditch 1 newly constructed – limited riparian vegetation Ditch 2 existing – site clearing removed vegetation Recommendations provided for restoration, including seeding exposed soils. Staff have included the recommended mitigation or restoration measures as conditions of the draft Development Permit.
(n) The QEP's assessment of the riparian area and associated watercourse or wetland should describe habitat suitability for rare elements including species at risk, provincially red or blue listed plants, animals and ecosystems. The QEP should also report on any documented occurrences of rare elements noted in relevant databases, such as the provincial Conservation Data Centre, and note any confirmed observations of rare elements encountered during the inspection of the site.	yes	The QEP has noted the site was in a disturbed state due to previous land clearing over recent years. Understory identified as Himalayan blackberry – invasive species – unlikely to support rare elements. An existing mature Bigleaf maple is to be retained.
(o) In addition to assessing the general integrity and condition of the riparian area and associated watercourse or wetland, the QEP should assess for any specific habitat attributes such as wildlife trees, raptor nests, coarse woody debris abundance/distribution (influencing terrestrial foraging/security habitat values for amphibians), and amphibian breeding habitat potential, especially for rare species.	yes	No such habitats were observed, due to previous clearing of area. Retain vegetation to west of Ditch 1 to continue to provide habitat values to species.
(p) The QEP's report should also include appropriate measures for addressing hazard tree management in or nearby the riparian buffer, if applicable. Tree management must be undertaken in such a way that it decreases any potential impacts to the riparian area. Appropriate measures such as topping to remove dangerous tree stems and/or pruning to remove dangerous tree limbs should be considered.	yes	Property has been cleared, with no additional clearing required. No hazard trees remaining or nearby the riparian buffer.

Any tree stems and/or large limbs should be left in the riparian area.		
(q) The QEP should consider recommending the establishment of specific buffers that limit construction activities adjacent to permanent riparian buffers, where necessary to protect the integrity of riparian habitat (e.g. establishing critical root zones around trees where excavations are to be avoided).	yes	A 2m buffer has been recommended around the pond and adjacent to ditch 1 and 2. A 5m machine free zone should be kept around the base of adjacent trees to protect rooting zones. Spoil material by the pond should be removed or spread.
(r) Any work within the watercourse or wetland (e.g. culverts or bridges) should be done in a way that avoids any negative changes to surface or subsurface hydrology and maintains pre-existing connectivity throughout the watercourse or wetland.	yes	Culvert proposed on ditch to keep water within small ditch along laneway, instead of overland flow at junction of Ditch 1 and 2.
Guidelines 9.3 (s) through (v) are for proposed subdivisions – not applicable to this application		



**GAMBIER LOCAL TRUST COMMITTEE
DEVELOPMENT PERMIT
GM-DP-2021.3**

To: VANWERT NATHAN ATCHISON

1. This Development Permit (the “Permit”) applies to the land described below:

PID: 008-054-134

Legal Descriptions: LOT F BLOCKS 19 AND 20 DISTRICT LOT 847 PLAN 13681

2. This Permit is authorized in accordance with the following schedules attached to and forming part of this permit as signed and dated by the Deputy Secretary of Islands Trust:

Schedule “A” Site Plan

Schedule “B” Environmental Assessment (EA), dated April 13, 2021, by Strategic Natural Resource Consultants

3. The Permit is subject to the following conditions:

- 3.1 No development, including no vegetation or tree removal, shall take place in the specified area of the subject lot within Development Permit Area 3 – Riparian Areas, except in accordance with the Environmental Assessment by Strategic Natural Resource Consultants, dated April 13, 2021, and attached as Schedule “B”.

Erosion Control

- 3.2 Within one (1) year of issuance of development permit GM-DP-2021.4, the property owner is required to seed exposed soils using a grass seed (legume mix) over exposed soil areas along both ditches. Seeding works should be completed during the optimal germination period in early spring.
- 3.3 Sediment and erosion control measures shall be installed at the base of exposed soil areas sloping towards the ditch, to prevent any silted water from entering the ditch.
- 3.4 Sediment and erosion control measures shall be installed at the base of exposed soil areas when working in inclement weather, to prevent any silted water from entering the ditch.

Protection of Critical Tree Root Zones

- 3.5 A 5 metre machine free zone shall be maintained and flagged for visibility along cleared edges or from the base of adjacent trees, to protect the critical root zone.
- 3.6 Spoil material piled against cedar trees beside the pond shall be removed or spread and the area must be revegetated by spreading grass seed.

Management of Deleterious Substances

- 3.7 No servicing or fuelling of any machinery shall occur within 15 metres of the ditch.
- 3.8 No storage of any petroleum product shall occur within 15 metres of the ditch.
- 3.9 Portable sawmill must be moved a minimum 5m away from the top of the ditch.

Stormwater Management

- 3.9 All stormwater runoff from buildings or structures shall be directed to the ground to infiltrate. Roof gutters shall be directed into an underground infiltration system.

Encroachment into Riparian Area

- 3.10 The property owner shall maintain a 2 metre wide buffer from the pond and ditches.
- 3.11 Vegetation shall be restored with native species within the 2m buffer along the ditches and around the pond. The area shall be planted with a minimum 85 shrubs (sword fern or Oregon grape) spaced 1.5m apart and planted into topsoil with a 5cm depth. An additional 5-10 cm deep layer of mulch shall be placed over the topsoil.

This permit does not relieve the owner from complying with the provisions of the *Gambier Island Official Community Plan Bylaw No. 73, 2001* and the *Gambier Island Land Use Bylaw No. 86, 2004*, nor does it provide permission to construct any works without other lawfully required approvals and permits.

AUTHORIZING RESOLUTION PASSED BY THE GAMBIER LOCAL TRUST COMMITTEE THIS ____ DAY OF Month, 202X.

Deputy Secretary, Islands Trust

Date of Issuance

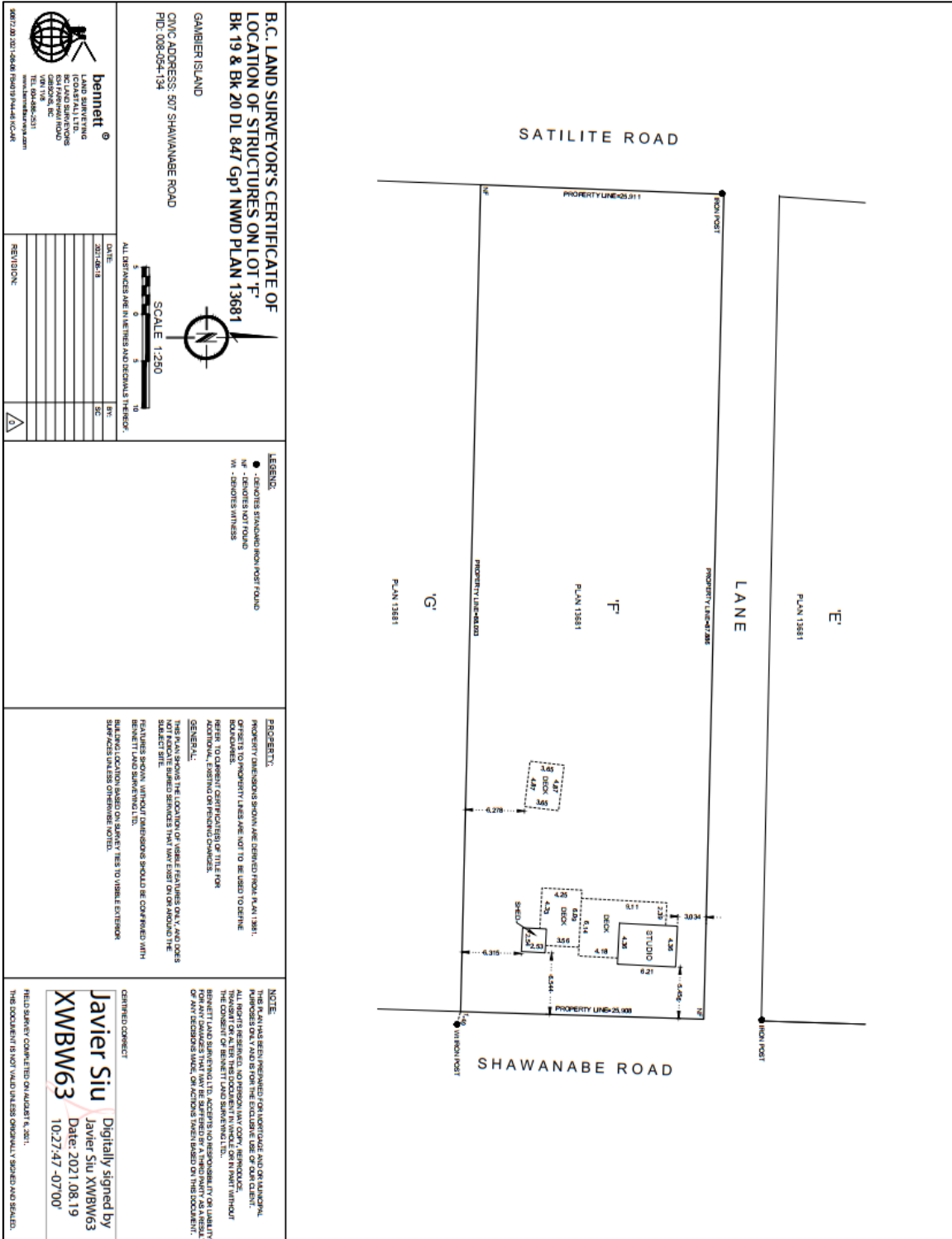
IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE ____ DAY OF Month, 202X (2 YEARS FROM DATE OF ISSUANCE), THIS PERMIT AUTOMATICALLY LAPSES.

GAMBIER ISLAND LOCAL TRUST COMMITTEE

GM-DP-2021.3

SCHEDULE 'A'

Site Plan



GAMBIER ISLAND LOCAL TRUST COMMITTEE

GM-DP-2021.3

SCHEDULE 'B'

Environmental Assessment



Date: April 13, 2021

To: Nathan Atchison
Via email: vafalling@yahoo.ca

From: Cindy Hannah, RPBio
Strategic Natural Resource Consultants
321-1180 Ironwood Street
Campbell River, BC V9W 5P7

Subject: Assessment of Potential Impacts from Development within Riparian Assessment Area at Lot F, Shawanabe Road, Gambier Island.

Background

Nathan Atchison is in the process of constructing a residence on vacant land located at Lot F, Shawanabe Road on Gambier Island within the Islands Trust Municipality (Figure 1). Strategic Natural Resource Consultants (SNRC) was retained by Mr. Atchison to determine if any negative impacts have occurred to the riparian area and any mitigation measures that should be implemented after site works had commenced without a development permit. The subject property is located within Development Permit Area 3 (Riparian Areas) under the Gambier Island OCP. At the time of the assessment the property had been cleared and ditching had been constructed to facilitate site drainage.



Figure 1: Area map showing location of subject property outlined in red.



PROFESSIONALLY RESOURCEFUL

Lot F Shawanabe Road Environmental Assessment

The Islands Trust had previously had all Riparian Areas Regulation (RAR) waterways assessed and mapped in 2015¹. The ditch adjacent to Lot F is not shown as an RAR waterway within the report. The closest RAR (now referred to Riparian Areas Protection Regulation (RAPR) drainage is to the north (Grennon Creek watershed).

The purpose of this assessment was to confirm RAPR applicability and to determine potential impacts and mitigation relating to riparian areas on or adjacent to the site.

Field Observations

On March 11, 2021 an assessment of the property was conducted by Cindy Hannah, RPBio of SNRC. The site had been previously cleared prior to the assessment. The majority of the property has been cleared twice before with much of the property having regrown in dense Himalayan blackberry. There were 11 trees removed from the 0.5 acre property including 4 big leaf maples (~75cm dbh), 5 Western redcedar (3 X ~75cm dbh and 2 X ~100cm dbh) and 2 Western hemlock (~15cm dbh) (Pers. Comm. Nathan Atchison).

The property is currently being used as a small sawmill. There was a tiny home under construction at the time of the assessment.

Two ditches and a pond were identified (Figure 2).



Figure 2, Google Earth imagery showing location of ditches and pond on the subject property.

The pond was excavated in 2017, but in early 2021 was expanded slightly (Figure 2a). There are no inlet waterways and it collects groundwater seepage (Figure 2b-c). It is 3m wide by approximately 10m long. The spoil has been left adjacent to the pond (Figure 2d).

¹ Madrone Environmental Services Ltd. 2015. Riparian Area Regulation Stream Identification Gambier, Keats, Anvil and Bowyer Islands. Islands Trust.



Figure 2, Imagery showing the manmade pond (a), has no inlets, but collects groundwater seepage (b upslope view from pond towards road and c downslope view from road). The spoil material has been left adjacent to the pond (d).

An outlet ditch (Ditch 1) was dug from the pond through the property to the north property boundary (40m long) where it joins with a small drainage ditch from the east (Ditch 2). Ditch 2 is 35m long and sources from marginal ground seepage as well as a perimeter drain from the adjacent property to the north. No streams or other areas of ground seepage were noted in the area (Figure 3a-d). There was minimal water in both ditches at the time of the assessment.

The ditch then flows overland towards the west southwest for 30m to the edge of the property along a laneway access towards the southwest. Downslope 42m, there is a small marginal ditch along the laneway with insignificant flows as evidenced by the abundance of leaf litter that has not been moved since the fall (Figure 4a-f). The ditch was followed to a point where there was no more evidence surface flow (approximately 90m from the property). There is no direct connection to fish bearing water (Figure 5).

The slope gradient is 10-15% downslope of where it dissipates.

Lot F Shawanabe Road Environmental Assessment



Figure 3, view of Ditch 1 downstream of the Pond outlet (a) and upstream from the junction with Ditch 2 (b). Ditch 2 downstream from the top of the ditch (c) and upstream from the junction of Ditch 1 (d). There was minimal water in both ditches at the time of the assessment.

As the Ditch 1 was recently created during the site clearing, there is limited riparian vegetation remaining on the north and east sides (refer to Figure 3a and b). To the south and west of Ditch 1 the riparian vegetation is intact and includes sword fern, Bigleaf maple, salmonberry, Western redcedar and Himalayan blackberry. Ditch 2 is bound by a laneway to the north and the cleared portion of the property to the south, and is lacking in riparian vegetation (refer to Figures 3c and d).

Figure 6 shows a conceptual design of the property. The property development includes placement of two tiny homes (10 feet by 10 feet) with a well and septic system. The sawmill will continue to operate on the site. Although not part of this development there will be a suitable site for a future home on the property as well as an area for storage (canvas tent in design).



Lot F Shawanabe Road Environmental Assessment



Figure 4, view of overland flow downstream of Ditch 1/2 junction (a) and 10m further downstream (b). Downslope 42m there is a marginal ditch along a laneway (c, upslope view with overland flow from property entering on right of photo). View of the marginal ditch at 82m downstream (d). The assessment ended 122m downstream where there was no further evidence of water flow (e is upslope view, f is downslope view).



Lot F Shawanabe Road Environmental Assessment



Figure 5, Proximity of the property and ocean. The ditch dissipates and does not connect directly to fish bearing water.



Figure 6, conceptual design of the proposed development

Lot F Shawanabe Road Environmental Assessment

Discussion

The ditches/manmade pond on the property does not connect directly to fish bearing water, thus is not applicable to the Riparian Areas Protection Regulation (RAPR). It drains slope seepage from the property then dissipates in a small ditch along a laneway west of the property. As it does not connect directly to fish bearing water, it does not meet the definition of a stream under the RAPR. The ditches are shallow (<30cm deep) and drain property runoff only as they do not persist upslope of the property. Under Section 12.3 Development Permit Area No. 3: Riparian Areas of Bylaw No. 73, 2001 Gambier Island Official Community Plan, Justification it states:

"Watercourses and wetlands that do not support fish still have high ecological value, particularly because they provide critical breeding habitat for amphibians. Areas that only contain water for part of the year can provide an advantage to native amphibians, as these species are able to successfully breed in seasonal water, whereas some invasive amphibians – such as American Bullfrogs – require permanent water in order to breed successfully."

The ephemeral, marginal ditches on the property do not provide suitable amphibian breeding habitat, but there is low potential for amphibians to utilize the manmade pond. The pond lacks complexity including emergent vegetation, providing low quality habitat.

It further states:

"Land use practices, including land clearing, road building, construction of buildings and structures, and location of septic systems in or near riparian areas, can jeopardize these habitats and water quality. Protection of riparian vegetation and watercourses is therefore necessary to protect the natural environment, ecosystems and biological diversity of Gambier Island."

This property falls under Section 12.3.2 (c):

Development approval information in the form of a report submitted by a Qualified Environmental Professional, developed in accordance with the guidelines in Section 9.3 Development Permit Area No. 3 Riparian Areas, Subsection 5 Guidelines, Articles (k) to (r), of Gambier Island Land Use Bylaw No. 86, 2004, will be required for non-exempt development activities. Table 1 lists each Article with specific comments relating to the proposed development.

Article	Comment
(k) A Qualified Environmental Professional (QEP) experienced in riparian, stream or wetland ecology must be retained to inspect the development site, identify the location of watercourses and wetlands, and prepare a report that includes recommendations on the location and width of riparian buffers that will maintain the biological integrity of the riparian area and associated watercourses and wetlands. The report may be combined with the initial report described above the Part 1 Guidelines.	Two ephemeral ditches and a small pond were identified on the subject property. This report will fulfill this requirement. Part 1 Guidelines pertain to RAPR and is not applicable to this development.



Lot F Shawanabe Road Environmental Assessment

Article	Comment
(l) The QEP's report must clearly describe the context and inherent value of the riparian area and associated watercourse or wetland and identify mitigation measures that ensure the long-term protection of the specified buffer from any nearby development activities. Mitigation measures should include (but not be limited to): (i) erosion control during ground disturbance activities to minimize the potential for sediment transportation; (ii) protection of critical tree root zones; (iii) protection of riparian buffers from potential blow-down of trees associated with any increases in exposure to wind; (iv) management of deleterious substances brought onto the land for the purpose of development activities; (v) proper management of storm water from any impermeable surfaces; and (vi) prevention of encroachment into the riparian buffer (e.g. through the implementation of temporary construction-phase and/or long term fencing/signage). The mitigation measures may be included as conditions of the development permit.	Each of these are described below within the recommendations section.
(m) A QEP should assess and report on the status of the riparian area and watercourse or wetland with regards to biological integrity and should note the occurrence of invasive species (both plant and animal) where applicable. Wetlands should be classified as either bog, fen, marsh, swamp, shallow water or wet meadow. The QEP should also assess for and report on any previous disturbance or constraints imposed on the riparian area and associated watercourse or wetland (e.g. wetland infilling, channelization, bank destabilization, vegetation removal or dam construction) and recommend appropriate restoration where necessary. Where restoration is recommended, prescriptive replanting plans should be included in the QEP's report. Prescriptive invasive species removal, long-term management and disposal methods should also be included in the QEP's report where appropriate.	Ditch 1 is a newly constructed ditch and there is limited riparian vegetation remaining on the development side. Ditch 2 is an existing ditch, but has had the vegetation removed during site clearing. Recommendations for restoration are included below.
(n) The QEP's assessment of the riparian area and associated watercourse or wetland should describe habitat suitability for rare elements including species at risk, provincially red or blue listed plants, animals and ecosystems. The QEP should also report on any documented occurrences of rare elements noted in relevant databases, such as the provincial Conservation Data Centre, and note any confirmed observations of rare elements encountered during the inspection of the site.	As the assessment determined that the ditch is not a stream under the RAPR and is a small ephemeral ditch, the associated riparian area is of lower biological value of animal use than that of a riparian area adjacent to a stream. The site was in a disturbed state due to previous land clearing over recent years. The understory in the cleared area was predominantly Himalayan blackberry and is unlikely to support rare elements (e.g. species at risk, provincially red or blue listed plants, animals and ecosystems). To the west of Ditch 1 there are mature Bigleaf maple trees that will be retained.
(o) In addition to assessing the general integrity and condition of the riparian area and associated watercourse or wetland, the QEP should assess for any specific habitat attributes such as wildlife trees, raptor nests, coarse woody debris abundance/distribution (influencing	No such habitats were observed within the riparian area along the development side of the ditch as it had been mostly cleared prior to the assessment. Vegetation will be



Lot F Shawanabe Road Environmental Assessment

Article	Comment
terrestrial foraging/security habitat values for amphibians), and amphibian breeding habitat potential, especially for rare species.	retained west of Ditch 1 and will continue to provide habitat values to forest dwelling species.
(p) The QEP's report should also include appropriate measures for addressing hazard tree management in or nearby the riparian buffer, if applicable. Tree management must be undertaken in such a way that it decreases any potential impacts to the riparian area. Appropriate measures such as topping to remove dangerous tree stems and/or pruning to remove dangerous tree limbs should be considered. Any tree stems and/or large limbs should be left in the riparian area.	The property had been cleared with no additional clearing required. There are no hazard trees remaining in or nearby the riparian buffer.
(q) The QEP should consider recommending the establishment of specific buffers that limit construction activities adjacent to permanent riparian buffers, where necessary to protect the integrity of riparian habitat (e.g. establishing critical root zones around trees where excavations are to be avoided).	Refer to recommendations section. A tree protection zone has been recommended along cleared edges during further site development.
(r) Any work within the watercourse or wetland (e.g. culverts or bridges) should be done in a way that avoids any negative changes to surface or subsurface hydrology and maintains pre-existing connectivity throughout the watercourse or wetland.	A culvert is proposed on the ditch to keep the water within the small ditch along the laneway instead of the short section of overland flow downslope of the junction of Ditches 1 and 2.

Recommendations

Maintaining a 2m wide setback similar to that required under the RAPR for non-fish bearing ditches would be sufficient for this site. This setback should be measured from the top of the ditches and edge of pond. As this is a manmade ephemeral ditch/pond with no upslope source of water and no connection to fish bearing water, a fence is not required.

It is important to note that the ditch does not have a scoured channel that connects to fish bearing water and is ephemeral in nature, flowing only in response to rainfall and thus does not contribute to fish habitat. The recommendations to maintain water quality is for aesthetics and to ensure that mobilization of sediment due to erosion off of the property does not occur/is minimized during construction.

The following are recommendations to ensure that water quality within the ditch is maintained and any impacts to the ditch are mitigated based on the requirements of the DP:

- **Erosion Control:**
 - Spread grass seed (legume mix) over areas of exposed soils along both ditches. Placement of straw or mulch over the seed will aid in holding moisture as well as provide erosion control until the grass establishes. Seeding should be completed as soon as possible, early spring is a favourable time for seed germination. The 2m wide setback area should be restored with native species. Refer to additional measures below for details.
 - Any works required that will result in exposed soils sloping towards either ditch should have appropriate sediment and erosion control measures in place. Sediment fencing could be installed at the base of exposed areas to ensure that no sediment is mobilized off the site into the ditch.
 - Ensure there is sufficient sediment and erosion control devices available when working in inclement weather. This could include having polysheeting to cover exposed soils, sediment control fencing to contain runoff, etc.



Lot F Shawanabe Road Environmental Assessment

- Protection of Tree Root Zones:
 - Maintain as much vegetation outside the development footprint as possible to retain wildlife values of the site.
 - Maintain a 5m machine free zone along cleared edges or from the base of adjacent trees to protect the rooting zone of trees from compaction. This area should be flagged to be visible to ensure machines stay out of the area.
 - Remove or spread the spoil material that are piled against the cedar trees beside the pond (Figure 7). Once spread spread grass seed and consider revegetating with transplanted sword fern, salmonberry or cedar trees.



Figure 7, Image of spoil pile beside pond that abuts a cedar tree. Regrade base of tree, spread material and replant reggraded area with native vegetation or legume mix.

- Protection of riparian buffers from potential blow-down of trees:
 - There are no trees within the riparian areas of the ditch as the site had been previously cleared and there are no new open areas that would increase the risk of potential blow down.
- Management of deleterious substances brought onto the land:
 - Do not service or fuel any machinery within 15m of the ditch.
 - Do not store any petroleum product within 15m of the ditch.
 - Move portable sawmill to be minimum 5m away from the top of the ditch.
- Proper management of storm water from any impermeable surfaces:
 - There will be a small increase in the impervious footprint on the site, and therefore minimal stormwater to manage. It is recommended to allow runoff to infiltrate the ground by having the roof gutters be directed into an underground infiltration system rather than a perimeter drain connecting directly into the ditch.
- Prevention of encroachment into the riparian buffer:
 - As noted above, the recommended 2m wide buffer along the ditches and pond is more than what is required given it is a new manmade drainage for site drainage only. It is more important to establish ground cover along the ditch for aesthetics and to keep sediment from leaving the site through erosive forces. No fences are required or recommended for the ditches or pond.



Lot F Shawanabe Road Environmental Assessment

- **Additional Recommendations:**

- The 2m wide recommended setbacks should be restored with native species. Grass seed can be used for overall ground cover, but it is also recommended to plant native species along the ditch. Using native species will help prevent invasive species from establishing.
- The area to be restored is approximately 85m long and 2m wide for an area of 170m² (Figure 8). With an interplant spacing of 1.5m, 85 shrubs (sword fern and Oregon grape are recommended species observed on the site) will be needed. Plant higher densities (up to 1.0m interplant spacing; 170 plants required) if invasive species establishment is a concern in order to shade out invasive species. Ensure sufficient top soil is available for successful establishment (approximately 5cm deep is recommended, may require bringing in topsoil from off-site). Apply an additional layer of mulch (hay, straw, or compost) over the top soil to approximately 5-10cm deep to aid in plant establishment and water retention.



Figure 8, Image showing restoration area along ditches and pond.

Please feel free to contact me at 250-616-3758 or by email at channah@snrc.ca if you have any questions.

Cindy Hannah, RPBio
Strategic Natural Resource Consultants Inc.



DATE OF MEETING: March 31, 2022

TO: Gambier Island Local Trust Committee

FROM: Heather Kauer, Regional Planning Manager
Northern Team

SUBJECT: **Development Permit Application – DPA 2 – Brigade Bay and DPA-3 Riparian Areas**
Applicant: Doug Brownridge and Jacquie Brownridge
Location: 1694 Mt. Artaban Rd.
LOT 23 DISTRICT LOT 1259 GROUP 1 NEW WESTMINSTER DISTRICT PLAN
BCP15304 (PID 026-162-857)

RECOMMENDATION

1. That the Gambier Island Local Trust Committee approve issuance of Development Permit GM-DP-2021.5.

REPORT SUMMARY

The Gambier Island Local Trust Committee (LTC) is asked to consider a Development Permit application for activities that have occurred and are proposed to occur at 1694 Mt. Artaban Rd. on Gambier Island within Development Permit Area 2 (DPA2) – Brigade Bay and Development Permit Area 3 (DPA 3) – Riparian Areas.



Figure 1. Subject Property Map

The Development Permit is required to facilitate the following activities:

Activity	Has already occurred	Proposed
Structure Construction		
Construction of a 240.1 m ² new single family residence	A pre-built home has been placed on the property on stilts in the proposed final location on the property	Foundation / securing to the ground
86.4 m ² deck attached to residence		Not yet constructed
18.3 m ² aluminium storage building	Has already been placed	Some work on the building still has to be done to secure it
Land Alteration		
New driveway in a new location	Excavation has occurred	Perimeter vegetation and hydro-seeding
Diversion of existing, natural drainage ways	Some excavation has occurred	More excavation to occur including re-routing of drainage away from eastern neighbour's property
Installation of French drains	French drain leading from future seepage field location to top of bank has been installed	New French drain(s) to be installed underneath / to the side of the driveway
Installation of septic system	Approved by Vancouver Coastal Health and installed	
Installation of on-site storm water filtration system (aka seepage field) underneath the northwest corner of the proposed deck		To be designed and built; effected structural integrity of deck to be reviewed by SCRD through building permit review process
Pathway to foreshore from top of bank	Applicant cleared vegetation from existing "deer trail," placed a layer of soil on top of it, and installed large rocks to line it. Rocks appear to be decorative as well as aiding in prevention of erosion	To be hydro-seeded to prevent further erosion.

Staff are recommending approval of GM-DP-2021.5 subject to mitigation measures identified in the draft permit schedules.

BACKGROUND

On June 26, 2021, Islands Trust Bylaw Enforcement received a complaint about construction activities on the subject property. Once notified, the property owners applied for a Sunshine Coast Regional District building permit in July of 2021. That building permit application was referred to Islands Trust and staff identified that the applicant may need a Development Permit. A Qualified Environmental Professional (QEP) visited the site on August 16, 2021 and provided an Environmental Assessment report dated August 30, 2021 to applicant. A complete application for a Development Permit was received on September 7, 2021.

On February 7, 2022, Bylaw Enforcement received a complaint from the adjacent property owner to the east complaining that water was running off from the subject property onto his property and over the top of his bank, eroding the soil. A Bylaw Officer visited the site with a Nature Conservancy officer and took photos. The Bylaw Officer confirmed that the complaint was valid.

This application has been under review since September 7, 2021 and in that time, the file has been reassigned to different planners three times due to staff turnover. Also since that time, the applicant has excavated a driveway, relocated drainage areas, installed a septic field, installed a French drain, removed vegetation, and placed a pre-built home onto the sites on stilts, all without having an issued Development or Building permit.

Staff have received multiple contacts from the public expressing concern that the wetland on this property is being excavated and / or drained at a faster rate than was occurring prior to the activities on the site. The adjacent neighbour to the east / southeast has also filed a bylaw complaint due to increased water runoff from the subject property onto his property which he believes has caused erosion of the bank on the seaward side of his property.

An Islands Trust Conservancy property is located to the west / southwest of the property across Mt. Artaban Rd. Staff received a phone call from a member of the Gambier Island Conservancy board expressing concern that ground and surface water diversion on the subject property might effect the ecosystems on the Conservancy parcel. This person stated that they could hear running water from the shoreline.

The applicant and QEP have confirmed that the wetland on the subject property is not RAPR applicable and has remained untouched. The applicant did excavate a new driveway east of and separate from the wetland. He also re-routed pre-existing natural drainage ways coming from the wetland towards a pre-existing land depression on his eastern property boundary such that an increase of water runoff was occurring on his neighbour's property.

ANALYSIS

Policy/Regulatory

Official Community Plan:

The subject property is currently designated as Rural Residential (RR) in the Gambier Island Official Community Plan Bylaw No. 73 (OCP).

According to Schedule I in the OCP, the subject property lies within DPA 2 which covers an area that is 15 m from the natural boundary of the sea, and DPA 3, which applies to all of Gambier Island. Guidelines for these DPAs are contained in the Gambier Island Land Use Bylaw.

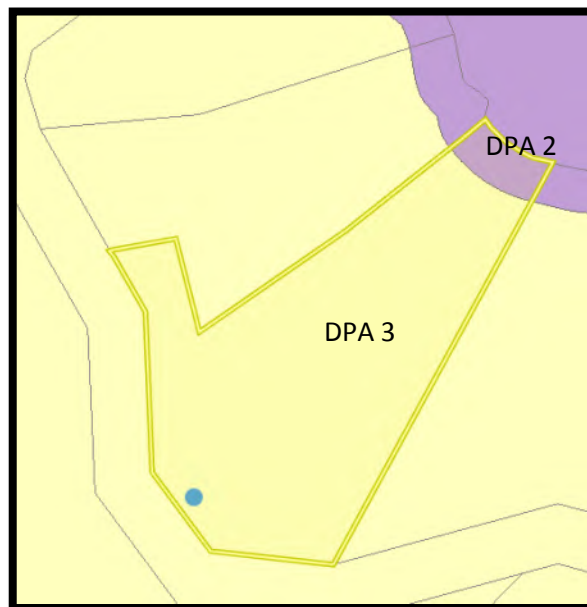


Figure 2. Development Permit Areas

Land Use Bylaw:

The subject property is zoned Rural Residential (RR) under the LUB. The guidelines for DPA 2 are found in Section 9.2. The guidelines for DPA 3 are found under Section 9.3 (4) in the LUB. As the pond is not a “stream” as defined by the RAPR, Part 1 of the DPA 3 guidelines do not apply to this application so Part 2 of the guidelines do apply.

The proposed development combined with the proposed mitigation measures comply with all but one of the DPA 2 and applicable DPA 3 guidelines and the proposed development appears to meet all other LUB requirements. Further analysis of compliance with individual guidelines is contained in attachment 3.

The one guideline that this development does not meet is the DPA 2 guideline which prohibits fill in the foreshore. The fill deposited in the foreshore by the applicant is minor in nature and is proposed to be address by spreading the soil in a thin layer and hydro-seeding.

Issues and Opportunities

Ground and Surface Water Diversion

The applicant has indicated that the QEP and geotechnical Engineer employed by him have confirmed that the hydrology of the site has not been significantly altered such that it would effect the hydrology of the Conservancy property across the road. Staff have spoken to the QEP and geotechnical engineer on the phone and received verbal confirmation of this assessment from each of them. In addition, the applicant’s geotechnical engineer has provided a preliminary drainage plan that is Schedule “E” of the draft permit

Since the eastern neighbour’s complaint about increased runoff to his property, the applicant has contacted his neighbour and proposed that he re-route the drainage way leading to the neighbour’s property back onto the

applicant's property. Staff talked to the neighbour on the phone and can confirm that the neighbour was generally satisfied with this plan. The drainage site plan attached to the draft permit was the illustration shown to the adjacent neighbour.

Staff are not recommending that a full drainage plan be submitted prior to further land alteration being completed as it appears that remediation should occur as soon as possible to prevent further damage to the neighbouring top of bank.

Drainage on the property is proposed to be further controlled by the installation of french drains which are proposed to be connected to what the applicant has referred to as a seepage field. The applicant and geotechnical engineer have explained to staff that this seepage system will not only filter water being diverted toward the foreshore, but also control the rate of flow of water to prevent erosion.

Riparian Area

While the property is within DPA 3, Riparian Areas, the QEP reports that none of the water bodies on the site upward of the natural boundary of the sea are RAPR applicable.

Staff finds that the EA report addresses the objectives and intent of the information required under the DPA 3 Guidelines.

Consultation

Public consultation and notification are not required for Development Permit applications.

First Nations

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

Rationale for Recommendation

Concerning the development activities that have occurred, staff advises that the guidelines for DPA 2 and DPA3 – appear to be satisfied through the recommendations of the EA report by Strategic, dated April 12, 2021 and by a proposed drainage plan as recommended by Inform Pipeline Services.

Staff recommends issuance of the DP as noted on page 1 of this report.

ALTERNATIVES

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

1. Request that the completed drainage plan be submitted prior to permit issuance

The LTC may want to see the proposed drainage plan prior to further land alteration occurring on the site. If this alternative is selected, recommended wording for the resolution is as follows:

That the Gambier Island Local Trust Committee requests that the applicant submit a completed site drainage plan prior to consideration of permit issuance.

2. Determine that specific DPA guidelines have not been met and request modification of the proposal

That the Gambier Island Local Trust Committee finds that the following Development Permit Guideline(s) have not been met:

a. [insert guideline references]; and

That the Gambier Island Trust Committee requests that the applicant modify their application to be in conformance with these guidelines.

NEXT STEPS

If the LTC concurs with staff's recommendation, the permit will be issued as presented in the staff report.

Submitted By:	Heather Kauer, RPP, MCIP, AICP Regional Planning Manager, Northern Office	March 30, 2022
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ATTACHMENTS

1. Site Context
2. DPA Guidelines
3. Draft Development Permit with attachments

ATTACHMENT # – SITE CONTEXT

LOCATION

Legal Description	LOT 23 DISTRICT LOT 1259 GROUP 1 NEW WESTMINSTER DISTRICT PLAN BCP15304
PID	026-162-857
Civic Address	1694 Mount Artaban Rd.
Lot Size	1.1 ha (2.72 acres) – BC Assessment

LAND USE

Current Land Use	Bare land
Surrounding Land Use	- Bare land, residential - Across Mount Artaban Rd. – Islands Trust Conservancy (ITC) Long Bay Wetland Nature Reserve - Foreshore, Marine (Brigade Bay)

HISTORICAL ACTIVITY

File No.	Purpose
GM-CL-2001.1	Provincial authorization for private dock and breakwater (withdrawn)
GM-SUB-2001.1	27-lot subdivision for residential use
GM-RLUB-2002.1	Rural land use bylaw
GM-ALR-2002.1	Exclusion from ALR
GM-ALR-2002.2	ALR inclusion
GM-RZ-2002.1	Bylaw amendment for community moorage and foreshore zoning to support community moorage and seasonal floats (Bylaw adopted)
GM-RZ-2003.1	Bylaw amendment for residential use (Bylaw adopted)
GM-DP-2004.1	Community dock facility
GM-BP-2010.34	Construction of single family dwelling
GM-BE-2021.6	Work in RAR without a DP; draining of a wetland; structures on the foreshore.
GM-BP-2021.13 (<i>open</i>)	Construction of single family dwelling

POLICY/REGULATORY

Official Community Plan Designations	Subject property is designated as Rural Residential – RR in the Gambier Island OCP No. 73, 2001. Development Permit Area (DPA): DPA 2 (Brigade Bay Area) DPA 3 (Riparian Areas)
Land Use Bylaw	Subject property is zoned Rural Residential (RR) in the Gambier Island LUB No. 86, 2004.

Other Regulations	The provincial <i>Riparian Areas Protection Regulation</i> (RAPR) requires local governments to protect fish habitat, including areas directly adjacent to a stream (i.e. the riparian area), during residential, commercial and industrial development by ensuring that a Qualified Environmental Professional (QEP) conducts a science-based assessment of proposed development activities. Under Section 12 of the RAPR, <i>(12) An assessment of a proposed development for the purposes of this regulation must be carried out</i> <i>(a) by one or more qualified environmental professional, and</i> <i>(b) in accordance with</i> <i>(i) section 13, and</i> <i>(ii) the technical manuals.</i> The applicant has provided a copy of an environmental assessment (EA) report by a QEP, rather than an assessment report regulated under the RAPR, in accordance with Section 9.3(4) of the Gambier Island LUB. The purpose of the EA report is to determine whether any negative impacts have occurred to the riparian area, confirm RAPR applicability and to recommend mitigation measures. The EA confirms that the wetland present is not RAPR applicable.
Covenants	Covenant BX300796 (Province) Covenant BX300811 (Vancouver Coastal Health Authority) Easement BX300843 Statutory Building Scheme BX300856
Bylaw Enforcement	GM-BE-2021.6 – work in DPA without development permit; structures on the foreshore

SITE INFLUENCES

Islands Trust Conservancy	Lot to the west of subject property (across Mount Artaban Rd.) is identified as Islands Trust Conservancy (ITC)-owned Long Bay Wetland Nature Reserve. Under ITC Board Policy 3.1 – Islands Trust Conservancy and Local Planning Services Coordination, applications received by the LTC shall be subject to the level of consultation identified in tables 1 or 2. For applications where LTCs have limited decision making authority or influence, including Development Permit applications, the level of consultation includes referrals to ITC staff for information only. Staff have informed ITC staff of the application.
Species at Risk	None mapped
Sensitive Ecosystems	Young Forest: Young forest ecosystems (40-80 years) are future mature and old forests. Diversity of plant and animal species increase as a forest matures and ages. Recommended protection measures include: limiting development within or adjacent to forests; minimized edge effects by maintaining patches of forest, rather than isolated trees; restricting access,

	especially during nesting and breeding seasons; actively controlling invasive species; and allowing natural disturbances to occur. Riparian: Riparian ecosystems are highly dynamic ecosystems that support a high number of species, and vary in size, terrain and vegetation. They offer valuable corridors for wildlife and humans, and serve as natural filtration systems and help regulate the flow of water. Protecting riparian ecosystems from increased run-off, sediment loading and contaminants prevents erosion, flashfloods and maintains habitat and the quality of adjoining freshwater ecosystems. Recommended protection measures include: creating and maintaining a vegetated buffer to protect against disturbance; limit access to reduce damage to soils and vegetation; allow natural disturbances to occur and restrict human interference such as hard bank reinforcements and infilling; and, restrict pesticide, fertilizer or other chemical use.
Hazard Areas	Schedule E of the OCP does indicate the subject property may contain areas with a slope of 35% or greater. Photos of the site combined with Islands Trust topographic maps indicate a slope of a smaller percentage.
Archaeological Sites	A review of Remote Access to Archaeological Data (RAAD) information indicates no documented archaeological sites within the property or within 100 metres of the property. Staff have provided the Islands Trust Chance Find Protocol and the Provincial Archaeological Branch guidelines on <i>Heritage Act</i> and directed the applicant to the following guidelines: • All archaeological and cultural heritage is protected under the <i>Heritage Conservation Act</i> and areas of archaeological potential may contain undocumented archaeological sites which would be automatically protected under the <i>Heritage Conservation Act</i> (including all intact or disturbed sites) and require a permit from the BC Archaeology Branch. Further information regarding permits: https://www2.gov.bc.ca/gov/content/industry/natural-resource-use/archaeology/permits. • In the event that archaeological features or materials are found, either intact or disturbed on the subject property, stop work immediately and contact the BC Archaeology Branch at 250-953-3334 or archaeology@gov.bc.ca. • Any impacts, would include the following: landscaping, tree removal, digging, using heavy equipment, development, fencing, footings, or any form of groundwork. • For more information regarding registered archaeological sites and archaeological potential on the subject property, submit an Archaeological Information Request Form: www.archdatarequest.nrs.gov.bc.ca.
Climate Change Adaptation and Mitigation	Tree removal may result in a loss of carbon storage and sequestration.
Shoreline Classification	Rock Shoreline - Low Rock/Boulder

ATTACHMENT 3 – DEVELOPMENT PERMIT AREA GUIDELINES

9.2 DEVELOPMENT PERMIT AREA NO. 2 (BRIGADE BAY AREA)

(1) The Local Government Act prohibits construction of buildings and structures and the alteration of land in Development Permit Area No. 2, as designated in the Official Community Plan as amended, unless the owner first obtains a development permit. For the most part, the Gambier Island Land Use Bylaw prohibits the siting of buildings and structures within 15 metres of the natural boundary of the sea, and the construction of only minor structures is permitted under the bylaw throughout most of the shoreline. The following guidelines will be applied in the consideration of development permit applications in Development Permit Area No. 2.

Guidelines	Complies	Planner Comments
(a) Shoreline areas should not be filled.		Small piles of fill have been place on the slope. These piles should be spread thin on the slope and hydro-seeded per the conditions of the permit
(b) Structures should not be located over shellfish, kelp or eel grass beds.	n/a	
(c) Structures should be located and designed to avoid the need for dredging, shore defense works or breakwaters. Bulkheads for docks should not be located on the foreshore.	n/a	
(d) Structures should not restrict the movement of aquatic life requiring shallow water and should allow for thorough flushing of enclosed marine areas.	n/a	
(e) Structures should be constructed of materials that will not impair water quality and should not be treated with preservative chemicals that are toxic or harmful to aquatic life.	n/a	
(f) The number of pilings used to stabilize structures should be minimized, with preference given to large spans over additional pilings.	n/a	
(g) Docks should include features to prevent floats from resting on the foreshore at low water levels and ramps should have a minimum clearance of 0.5 metres above the natural boundary of the sea.	n/a	
(h) Disturbance of areas upland of the natural boundary of the sea should be kept to a minimum and design of structures and the access to them should be of a manner that prevents any increase in erosion or instability		Preliminary drainage plan and drainage site plan indicate that the seepage field will filter and slow down the rate of water flow limiting erosion to the slope from water runoff.

of the shoreline or movement of silt onto the foreshore.		
(i) Structures or works should not create any impacts that contravene the Federal <i>Fisheries Act</i> and nothing in the issue of the development permit by the Local Trust Committee shall remove any liability on the part of the owner arising from any contravention of the <i>Fisheries Act</i> .	N/A	

9.3 DEVELOPMENT PERMIT AREA NO. 3 (RIPARIAN AREAS)

(4) Prior to undertaking any non-exempt development activities within Development Permit Area No. 3, an owner of property shall apply to the Local Trust Committee for a development permit.

A development permit application must include an initial report prepared by a Qualified Environmental Professional that establishes, in relation to any *watercourse* or *wetland* on the parcel that is the subject of the application, whether it is a “stream” as defined in the *Riparian Areas Regulation*. Part 1 of the Guidelines apply to any application related to a “stream” that meets that definition, and **Part 2 of these Guidelines apply to all other applications.**

Part 2 Guidelines	Complies	Planner Comments
(k) A Qualified Environmental Professional (QEP) experienced in riparian, stream or wetland ecology must be retained to inspect the development site, identify the location of watercourses and wetlands, and prepare a report that includes recommendations on the location and width of riparian buffers that will maintain the biological integrity of the riparian area and associated watercourses and wetlands. The report may be combined with the initial report described above the Part 1 Guidelines.		In the environmental assessment (EA) by Strategic Natural Resource Consultants, dated April 12, 2021, the QEP has identified the ephemeral ditch along West Bay Road. The QEP has indicated the ditch does not connect directly to fish bearing water, and is therefore not subject to the <i>Riparian Areas Protection Regulation</i> (RAPR), nor to the Part 1 Guidelines in Section 9.3 of the LUB. The QEP recommends maintaining a 2 metre wide setback from the ditch.
(l) The QEP’s report must clearly describe the context and inherent value of the riparian area and associated watercourse or wetland and identify mitigation measures that ensure the long- term protection of the specified buffer from any nearby development activities. Mitigation measures should include (but not be limited to): (i) erosion control during ground disturbance activities to minimize the potential for sediment transportation; (ii) protection of critical tree root zones;		In the EA, the QEP includes recommended mitigation measures that address (i) through (vi), to maintain water quality and to mitigate any impacts to the ditch.

(iii) protection of riparian buffers from potential blow-down of trees associated with any increases in exposure to wind; (iv) management of deleterious substances brought onto the land for the purpose of development activities; (v) proper management of storm water from any impermeable surfaces; and (vi) prevention of encroachment into the riparian buffer (e.g. through the implementation of temporary construction-phase and/or long term fencing/signage). The mitigation measures may be included as conditions of the development permit.		
(m) A QEP should assess and report on the status of the riparian area and watercourse or wetland with regards to biological integrity and should note the occurrence of invasive species (both plant and animal) where applicable. Wetlands should be classified as either bog, fen, marsh, swamp, shallow water or wet meadow. The QEP should also assess for and report on any previous disturbance or constraints imposed on the riparian area and associated watercourse or wetland (e.g. wetland infilling, channelization, bank destabilization, vegetation removal or dam construction) and recommend appropriate restoration where necessary. Where restoration is recommended, prescriptive replanting plans should be included in the QEP's report. Prescriptive invasive species removal, long-term management and disposal methods should also be included in the QEP's report where appropriate.		The QEP indicates that the biological integrity of the ditch has been maintained, and no invasive species were identified during their assessment. Recommended restoration measures to address previous disturbance to the ditch include seeding exposed soils. Staff have included the recommended mitigation measures as conditions of the draft Development Permit.
(n) The QEP's assessment of the riparian area and associated watercourse or wetland should describe habitat suitability for rare elements including species at risk, provincially red or blue listed plants, animals and ecosystems. The QEP should also report on any documented occurrences of rare elements noted in relevant databases, such as the provincial Conservation Data Centre, and note any confirmed observations of rare elements encountered during the inspection of the site.		The QEP has determined the ephemeral ditch and associated riparian area are of lower biological value and are unlikely to support rare species.

(o) In addition to assessing the general integrity and condition of the riparian area and associated watercourse or wetland, the QEP should assess for any specific habitat attributes such as wildlife trees, raptor nests, coarse woody debris abundance/distribution (influencing terrestrial foraging/security habitat values for amphibians), and amphibian breeding habitat potential, especially for rare species.		The QEP notes that no specific habitat attributes were observed within the riparian area of the ditch.
(p) The QEP's report should also include appropriate measures for addressing hazard tree management in or nearby the riparian buffer, if applicable. Tree management must be undertaken in such a way that it decreases any potential impacts to the riparian area. Appropriate measures such as topping to remove dangerous tree stems and/or pruning to remove dangerous tree limbs should be considered. Any tree stems and/or large limbs should be left in the riparian area.		Rather than full removal of a hazard tree, the QEP recommends pruning or maintaining a high stump wherever practical and to retain coarse woody debris to provide wildlife habitat.
(q) The QEP should consider recommending the establishment of specific buffers that limit construction activities adjacent to permanent riparian buffers, where necessary to protect the integrity of riparian habitat (e.g. establishing critical root zones around trees where excavations are to be avoided).		The QEP has included recommendations for the protection of tree root zones and protection of riparian buffers from potential blow down trees. Staff have included the recommended mitigation measures as conditions of the draft Development Permit.
(r) Any work within the watercourse or wetland (e.g. culverts or bridges) should be done in a way that avoids any negative changes to surface or subsurface hydrology and maintains pre-existing connectivity throughout the watercourse or wetland.		Driveway construction completed prior to EA. The QEP notes that culverts were installed to maintain flows, and the size of the culverts are based on the size of the ditch and anticipated flows.
Guidelines 9.3 (s) through (v) are for proposed subdivisions – not applicable to this application.		

To: D. BROWNRIDGE and J. BROWNRIDGE

1. This Development Permit (the "Permit") applies to the land described below:

PID: 026-162-857

Legal Descriptions: LOT 23 DISTRICT LOT 1259 GROUP 1 NEW WESTMINSTER DISTRICT PLAN BCP15304

2. This Permit is authorized in accordance with the following schedules attached to and forming part of this permit as signed and dated by the Deputy Secretary of Islands Trust:

Schedule "A" Site Plan

Schedule "B" Environmental Assessment (EA), dated August 30, 2021, by Aquaparian Environmental Consulting

Schedule "C" Environmental Assessment (EA), submitted March 11, 2022 by Aquaparian Environmental Consulting

Schedule "D" Drainage Site Plan

Schedule "E" Preliminary Drainage Plan

3. The Permit is subject to the following conditions:

3.1 No residential, commercial or industrial development shall take place in the specified area of the subject lot within Development Permit Area 2 – Brigade Bay or Development Permit 3 – Riparian Areas, except in accordance with the Environmental Impact Assessment by Aquaparian Environmental Services, dated August 30, 2021, attached as Schedule "C".

3.2 No residential, commercial or industrial development shall take place in the specified area of the subject lot within Development Permit Area 2 – Brigade Bay or Development Permit Area 3 – Riparian Areas, except in accordance with the Environmental Impact Assessment by Aquaparian Environmental Services, received March 11, 2022, attached as Schedule "D".

3.3 No residential, commercial or industrial development shall take place in the specified area of the subject lot within Development Permit Area 3 – Riparian Areas, except in accordance with the Environmental Impact Assessment by Aquaparian Environmental Services, received March 11, 2022, attached as Schedule "D".

3.4 Constructed Drainage systems on the property shall take place in the specified areas of the subject lot in accordance with Schedules "D" and "E."

3.2 The property owner is required to seed exposed soils using a native vegetation seed mix, within one year of issuance of development permit GM-DP-2021.5.

This permit does not relieve the owner from complying with the provisions of the *Gambier Island Official Community Plan Bylaw No. 73, 2001* and the *Gambier Island Land Use Bylaw No. 86, 2004*, nor does it provide permission to construct any works without other lawfully required approvals and permits.

AUTHORIZING RESOLUTION PASSED BY THE GAMBIER LOCAL TRUST COMMITTEE THIS ____ DAY OF ____, 2022.

Deputy Secretary, Islands Trus

Date of Issuance

IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE ____ DAY OF ____, 2024 (2 YEARS FROM DATE OF ISSUANCE)], THIS PERMIT AUTOMATICALLY LAPSES.

GAMBIER ISLAND LOCAL TRUST COMMITTEE

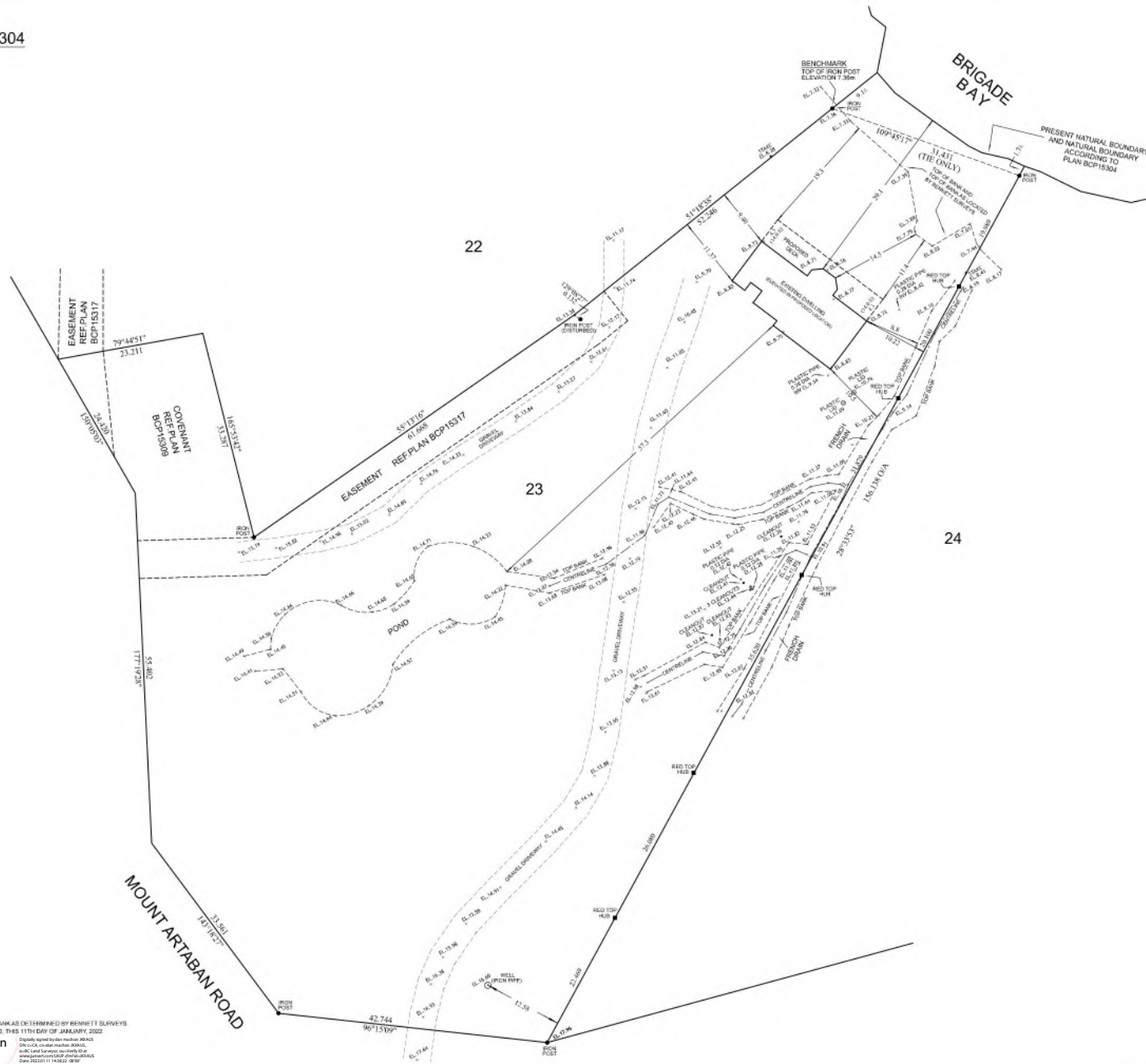
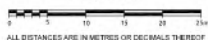
GM-DP-2021.5

SCHEDULE 'A'
Site Plan

PLAN OF PART OF LOT 23,
DISTRICT LOT 1259, PLAN BCP15304

P.I.D. 026-162-857

SCALE 1: 300



ELEVATIONS
ELEVATIONS ARE DERIVED FROM SITE PLAN BY BENNETT SURVEYS.
BENCH MARK SET: TOP OF OLD IRON POST NEAR THE NE CORNER OF LOT 23.
(AS SHOWN ABOVE)
ELEVATION 7.36 METRES

NOTE:
LOT DIMENSIONS DERIVED FROM
FIELD SURVEY AND LAND TITLE OFFICE RECORDS

NOTE:
FOR COVENANT IN FAVOUR OF THE CROWN IN RIGHT OF
BRITISH COLUMBIA, AND OF THE CROWN IN RIGHT OF
CANADA, SEE BK303796.
FOR INTER ALIA BUILDING SCHEME, SEE BK300856

CERTIFIED CORRECT THIS 22ND DAY OF DECEMBER, 2021

AMENDED TOP OF MARKS (DETERMINED BY BENNETT SURVEYS
ON JANUARY 10, 2010, THIS 11TH DAY OF JANUARY, 2022)
dan machon
JKXAU5

Digitally signed by dan machon JKXAU5
DN: cn=dan machon JKXAU5,
o=B.C. Land Surveyors, c=Canada,
email=danmachon@bcsurveyors.com,
serial=20220111140826-896

BCLS BCLS

SCHEDULE 'A'
Site Plan

THIS DOCUMENT IS NOT VALID UNLESS
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B.C. LAND SURVEYORS
113-828 HANCOCKSIDE DRIVE
NORTH VANCOUVER, B.C. V7P 3P9
TEL: 604-866-1371 FAX: 604-866-8204
EMAIL: admin@hwsurveyors.com

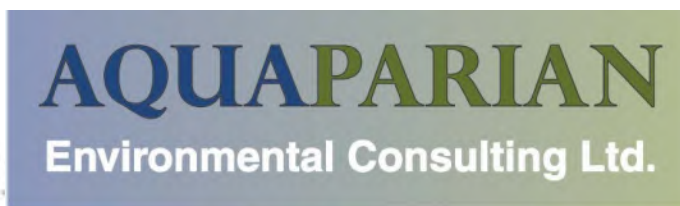
LOT 23 BRIGADE BAY
FB.2873, p.55-56 M 5404-30-A GAMBER

GAMBIER ISLAND LOCAL TRUST COMMITTEE
GM-DP-2021.5

SCHEDULE 'B'
Environmental Impact Assessment

dated August 30, 2021,
by Aquaparian Environmental Consulting

SCHEDULE 'B'
Environmental Impact Assessment



August 30, 2021
Jacquie & Doug Brownridge
Lot 23 Brigade Bay
Gambier Island, BC
Phone: 604-898-1770

**RE: WATERFRONT SETBACK DETERMINATION
LOT 23, BRIGADE BAY, GAMBIER ISLAND, BC**

E-mail: Jacquie.brownridge@gmail.com

1.0 INTRODUCTION & BACKGROUND REVIEW

Aquaparian Environmental Consulting Ltd (Aquaparian) was retained by you to complete a waterfront setback determination and environmental investigation of your property located at Lot 23, Brigade Bay, Gambier Island, BC. The setback determination and assessment are part of a Development Permit review for the property and a requirement for a building permit approval with the relocation / movement of a finished cottage onto the property. As understood, you recently purchased the Gambier Island parcel in January 2021 and also purchased a pre-constructed house/cottage that you intend to move to the island property using a barge. Aquaparian completed a site visit of the property on August 16, 2021 to document site conditions within the parcel and whether the proposed relocation for the cottage would result in triggering a development permit application submission as part of building permit requirements.

The subject property is located on the east side of Gambier Island within Brigade Bay and within Area F; West Howe Sound of the Sunshine Coast Regional District. The property is legally identified as:

1694 Mount Artaban Road, Lot 23, PID 026-162-857

The property at 1694 Mount Artaban Road is a pie shaped lot approximately 1.098 ha in size. The property is approximately 250m deep, 27m at its front with the ocean and approximately 130m at the rear of property. A site location map of the Subject Property adjacent to Brigade Bay (Gambier Island) is included as Figure 1. Figure 2 includes a snapped image of the property the Sunshine Coast Regional District (SCRD). Figure 3 is a general site plan of the property and proposed location of the cabin. A selection of photographs taken during Aquaparian site visit has been included as Appendix A.

2.0 APPLICABLE LAND USE BYLAW AND DEVELOPMENT PERMIT REQUIREMENTS

In preparation for this assessment, Aquaparian reviewed the Gambier Island - Official Community Plan (OCP) of the Island Trust, including:

- Map Image Bylaw No. 73, 2001 Schedule C; Environmentally Sensitive Areas
- Map Image Bylaw No. 73, 2001 Schedule F; Watershed & Watercourses
- Map Image Bylaw No. 73, 2001 Schedule I; Development Permit Areas

Development Permit Areas found to be associated with Lot 23 include the following:

Development Permit Area No. 2 Shoreline Protection Area (Brigade Bay Area)

The ecosystem and biological diversity for Marine and Foreshore designated areas considered to have potential fishery resource value. The development permit area includes an area 15m upland of the PNB of the sea and 30m seaward of the natural boundary of the sea that represent an area that is important for fish habitat. As per section 9.2 (Page 86) of the Gambier Island Land Use Bylaw No 86, 2004;

- the Gambier Island Land Use Bylaw prohibits the siting of buildings and structures within 15m of the natural boundary of the sea and construction of only minor structures is permitted under the bylaw throughout most of the shoreline. As per the proposed development;
- disturbance of areas upland of the natural boundary of the sea should be kept to a minimum and design structures and the access to them should be a manner that prevents any increase in erosion or instability of the shoreline movement or silt onto the foreshore.

A development approval shall be required for works within the DP area for Brigade Bay. As per section 12.2.3 (a) applicants for a development permit in Development Permit Area 2 must provide development approval information when applying for a development permit.

Development Permit Area No. 3 (Riparian Areas)

(2) The following activities shall require a Development Permit whenever they occur within Development Permit Area No.3, unless specifically exempted under Subsection 9.3(3):

a) removal, alteration or destruction of vegetation;

- b) disturbance of soils;
- c) construction of, addition to, or alteration of a building or other structures;
- d) creation of non-structured, impervious or semi-impervious surfaces; and,
- e) subdivision of land.

Exemptions to these activities are included in Section 9.3 (3) of the Land use Bylaw document for Gambier Island. A review of the Sunshine Coast Regional District (SCRD) does not show a zoning categorization for the parcel or DPA's

3.0 SITE ASSESSMENT

We understand that you intend to move a recently purchased cottage to Gambier Island by barge and locate the building on your property within an area approximately 21m from the Present Natural Boundary (PNB) with the ocean and 12.2m from the Top of Bank (TOB). The cottage is approximately 20.1m x 8.75m (175.8m²) and will include an attached deck approximately 20.1m x 6.1m (122.61m²) in size. The location of the cabin is not expected to require the removal of any trees.

The property is historically understood to have been associated with a much larger parcel that was a considered a homestead and farm in 1900. The property was then purchased in 2002-2003, and subdivided into smaller lots. Lot 23, was once part of an apple orchard and was partially cleared of vegetation (fruit trees) in preparation for lot development in 2003. In 2003, the developer/owner also installed a French drain (with perforated pipe) and a cover of blast rock within an area that included a small drainage course as a means to dry the parcel out. The drainage was directed to the top of the foreshore slope and allowed to either drain to ground or spread out across the top of the bank and down to the marine foreshore below. As understood, the property has since sat vacant until its recent purchase in January 2021.

The back section of the property, near Mt. Araban Road, was observed to support a second growth forested forest stand and a low wet depression (forested swamp). Tree species include a mix of Douglas-fir, Western hemlock, Sitka spruce, and red alder. Dryer soils within the area supported sword fern, lady fern, salal, trailing and Himalayan blackberry. The small wetland feature supports slough sedge, flowering bulrush, common horsetail, salmonberry, and Pacific willow. The wetland appears to be fed by a seasonal groundwater source, and a small watercourse (drainage) that cuts through the property towards the ocean. The drainage would have been connected to an excavated pond located within side the property and just east of the driveway and would then drain towards the back of the property towards the foreshore and down a 6 to 7m high steep embankment. While a small drainage was identified within the front of the property, no watercourse is identified on the property when viewing OCP Maps Schedule C or F. At the time of the site visit, the pond was dry but well vegetated with slough sedge,

flowering bulrush, and common horsetail. The tree stand surrounding the pond include Western hemlock, Western red cedar and a number of large Sitka spruce. Shrubs include sword fern and Pacific rhododendron.

The back of the property has been clear of most trees years ago, likely from farming and now resembled an old field. Much of the property was dominated by grasses (*Carex* sp), Western dock, thistle, burdock and patches of bracken fern. Scattered shot rock is visible under some of the vegetation. The foreshore embankment was well vegetated and includes several large Sitka spruce, Pacific crab apple, sword fern, bracken fern and blackberry. The new owner of the property is in process of excavating a new drainage trench through the back of the property. It was explained that the old drainage pipe or French drain within the back area was clogged with sediments and needed replacement. The new drainage will help to redirect any drainage from the pond on site and away from a new constructed septic bed located approximately 20m to the southeast of the cabin by Resolute Septic Services (RSS). Installation of the septic bed will require the removal of some grasses and pioneering vegetation such as dock and thistle. No riparian vegetation was identified within the area of the French drain or septic bed location. If a drainage did exist, no access to fish would be provided due to the steepness and height of the foreshore embankment.

4.0 CONCLUSION

Based the observation made during a site visit of the subject property (August 16), the location of the proposed cabin and deck will be more than 15m from the PNB of the shoreline and will not trigger DPA 2 (Brigade Bay). The cabin and back deck are expected to be located 21m from the PNB and 12.1m from the TOB. As understand, no vegetation will need to be removed to construct the cabin. While the property may historically have had a small drainage on the property previous to 2013, no watercourses presently exist within the back area of the property or where the cabin is proposed to be located; thus DPA 3 is not triggered for this project. The irrigation pond found on the site is more than 90m away from the cabin. No mapped watercourses (Island Trust OCP maps) are known to exist on the property. As such, construction of the cabin at its proposed location is outside any development permit areas as identified by the SCRDP or the Islands Trust for Gambier Island. No development permit would be required with the building permit for the cabin.

Based on findings during the site assessment of the property, Aquaparian recommends the following mitigation measures be put in place with the placement of the new cottage/deck:

- Aquaparian recommends the owner of the property located the cottage and deck no closer than 12m from the Top of Bank and that a geotechnical engineer review the location of the structure to confirm if the setback from TOB needs to be extended;
- That the roof leaders for the cabin be directed away from the cabin and embankment and allowed to drain into a rock filled soak-away pit;
- That trees, understory vegetation and soils along the foreshore embankment be left undisturbed as means to ensure bank stability and to mitigate the risk of transporting sediments off-site;
- That during construction of the cabin, no piles of imported gravel, bedding sand or excavated soils be allowed within 30m of the TOB and that exposed piles to the weather and left-over time be covered with plastic sheeting and surrounded at the downslope end with silt control fencing; and,
- That no concrete laden water (uncured concrete, grout) be allowed to run-off the site and down the TOB. All concrete used tool be cleaned in a capture bucket at least 30m away from the TOB.
- Aquaparian understands that a separate DP application may need to be completed for the new septic system. Aquaparian recommends that the owners of the property complete a separate DP application with the Islands Trust in case they want to conduct future changes to the property (i.e. landscaping, retaining walls, invasive plant removal, soil disturbance). The owners of the property should make themselves familiar with Islands Trust OCP guidelines and Bylaw regulations.

This report has been completed in accordance with generally accepted biological practices. No other warranty is made, either expressed or implied. Any questions regarding information provided in this document, please contact the undersigned at (250) 591-2258.

Respectfully submitted,

AQUAPARIAN ENVIRONMENTAL CONSULTING LTD.

Prepared by:



Chris Zamora, B.Sc., R.P.Bio,
Senior Biologist / Principal



\\AQUAPARIAN-NAS\DOCUMENTS\PROJECTS\PROJECTS\N812 GAMBIER ISLAND LOT 23 BRIGADE BAY\LOT 23 REPORT\LOT 23 DPA REPORT.DOCX



Suite 203-321 Wallace Street, Nanaimo, BC V9R 5B6
SARAH BONAR 250-714-8446 CHRIS ZAMORA 250-714-8864

References:

1. Islands Trust, Gambier Island Official Community Plan Consolidated Version: December 17, 2019. Gambier Island Land Use Bylaw No. 73, 2001. Pp 77
2. Islands Trust, Consolidated Version December 17, 2019. Gambier Island Land Use Bylaw No. 86, 2004. Pp107.

FIGURE 1
GAMBIER ISLAND SITE LOCATION MAP

FIGURE 1 – GAMBIER ISLAND LOT 23 SITE LOCATION MAP



FIGURE 2
SCRD – GAMBIER ISLAND LOT 23 PROPERTY LOCATION

FIGURE 2 - LOT 23 SCRD PROPERTY LOCATION

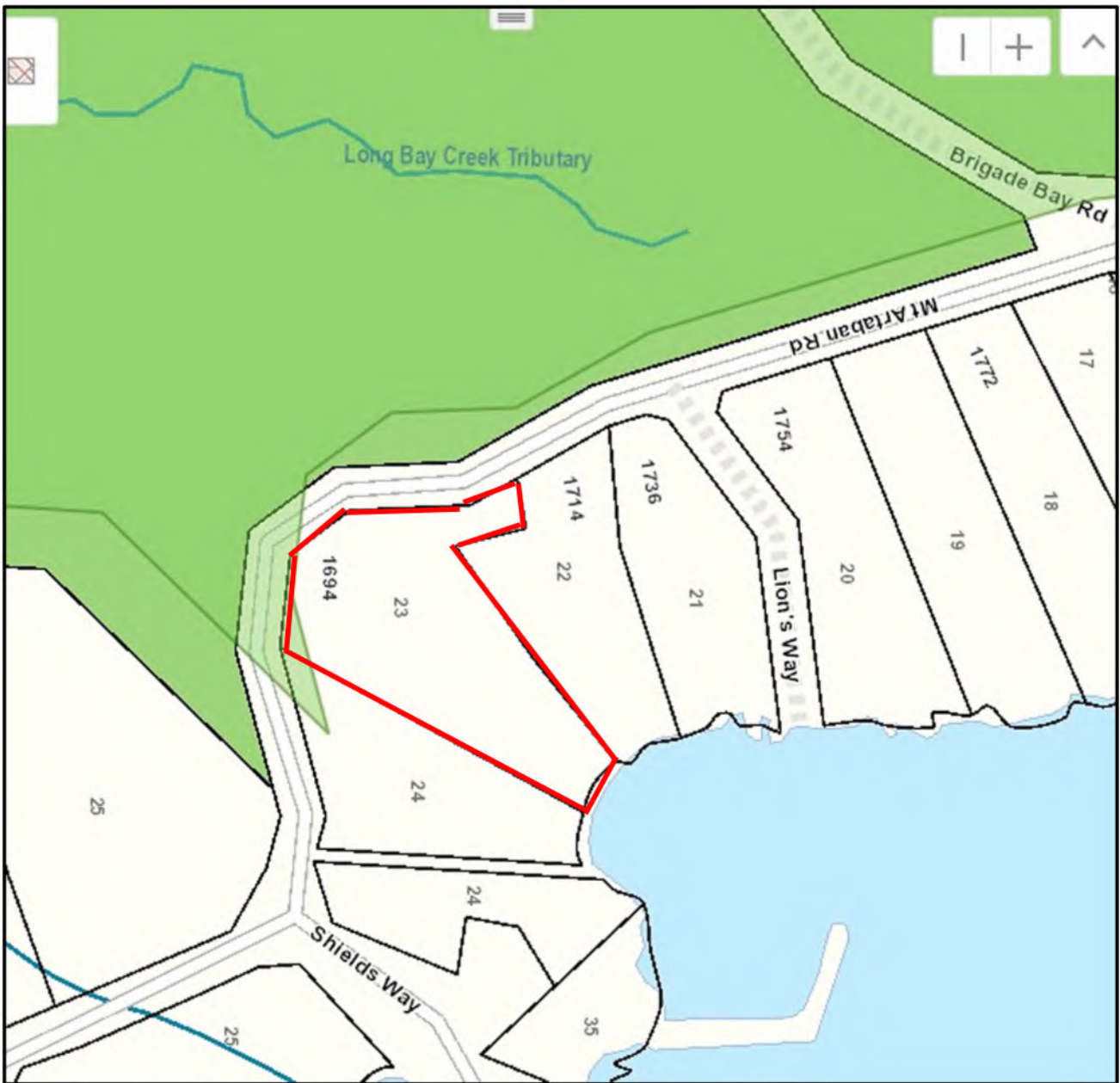
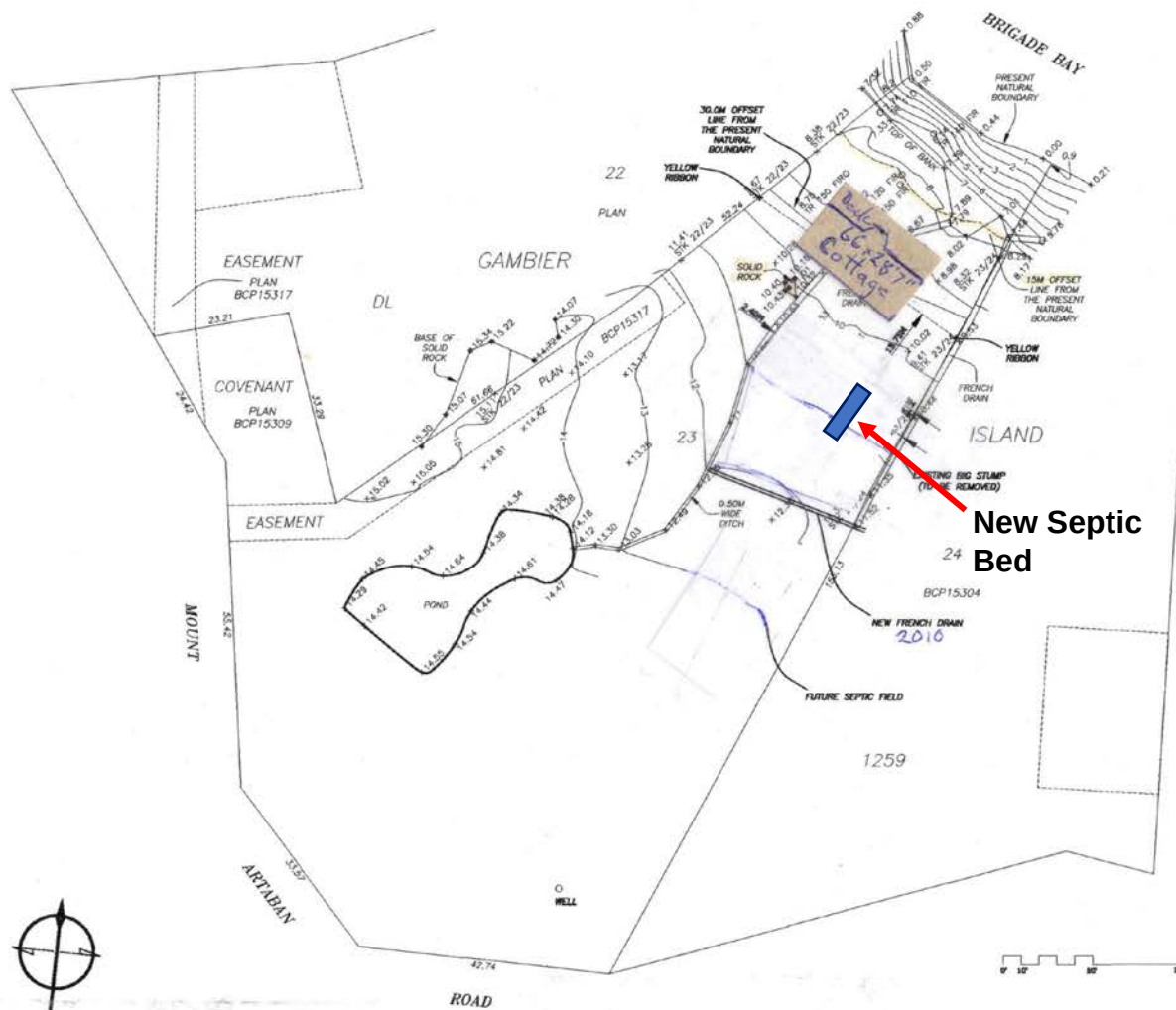


FIGURE 3
LOT 23 GAMBIER ISLAND CABIN / DECK SITE PLAN



Scale: 100' = 28mm

Cottage: 66' x 28' 7"
= 18.5mm x 8.0mm

Bay Window: 7' 8" = 2.1mm

Side Set Backs:
- Front: 35' (9.8mm)
- Back: 38.5' (10.8mm)

Deck: 66' x 20'
= 18.5mm x 5.6mm

Front Set Back:
To Foundation: 82' / 25m
To Deck: 64' / 19m

New Septic Bed

LOT 23 - BRIGADE BAY - GAMBIER ISLAND

SITE PLAN
SCALE: NTS

APPENDIX A

LOT 23 – GAMBIER ISLAND SITE VISIT PROPERTY IMAGES



Suite 203-321 Wallace Street, Nanaimo, BC V9R 5B6
SARAH BONAR 250-714-8446 CHRIS ZAMORA 250-714-8864

APPENDIX A – SITE PHOTOGRAPHS FOR LOT 23 BRIGADE BAY GAMBIER ISLAND



Waterfront view of Subject Lot 23.
Red dash lines roughly delineate
property boundaries.

View looking from foreshore TOB. Red-
lines delineate estimated side boundary
of property. Property is approximately
250m deep; 27m at the foreshore and
130m wide at the back (Mt. Artaban
Rd).



View looking north down steep 6-7m
high embankment to the foreshore
below.



View shared driveway and neighbours shed to left. Aluminum structure to right on subject property. View close to Mt. Artaban Rd

Small irrigation pond



Image left & above. Small wetland drainage draining north from opposite side of Mt. Artaban Rd through subject property. Image to left shows drainage as a 1.5m wide non-fish bearing stream channel. Drainage is non-fish bearing.

Small irrigation pond located just right of Image left & above. Small wetland drainage draining north from opposite side of Mt. Artaban Rd through subject property. Wetland was dry at time of site visit.





Red square identifies the approximate location of cabin (20mx 8.8m in size). Cabin is more than 30m from TOB and 60m from PNB.

New owner of property to install new French drain pipe (Yellow line) to direct water away from proposed location of cabin. Whole property gets wet in winter months.



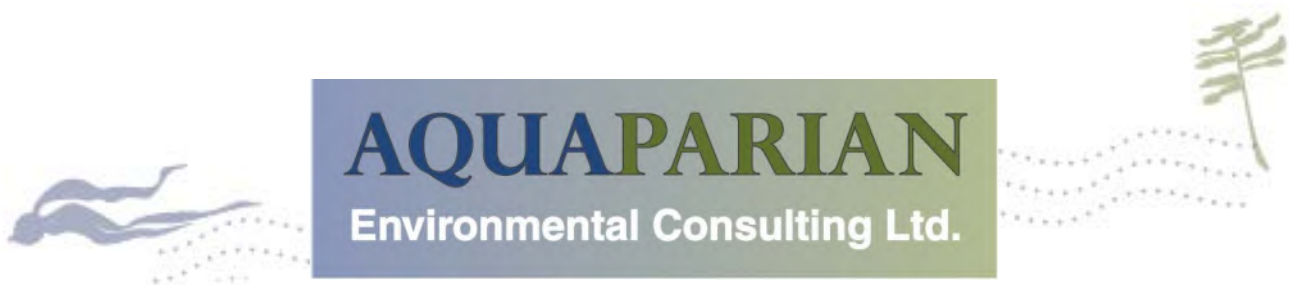
New owner of property to install new French drain pipe (Yellow line). Drain connected to old irrigation pond near front of property.

GAMBIER ISLAND LOCAL TRUST COMMITTEE

GM-DP-2021.5

SCHEDULE 'C'

Drainage Site Plan



March 2, 2020
Jacquie & Doug Brownridge
Lot 23 Brigade Bay
Gambier Island, BC
Phone: 604-896-1770

Received
March 11, 2022

**RE: DEVELOPMENT PERMIT AREA #3
LOT 23, BRIGADE BAY, GAMBIER ISLAND, BC**

E-mail: Jacquie.brownridge@gmail.com

1.0 INTRODUCTION & BACKGROUND REVIEW

Aquaparian Environmental Consulting Ltd (Aquaparian) was retained by you to complete a waterfront setback determination and environmental investigation of your property located at Lot 23, Brigade Bay, Gambier Island, BC in August 2021. The assessment for a setback determination was part of a Development Permit review for the property with the placement of a finished cottage that you intended to move to the island by barge. Aquaparian completed a site visit of the property on August 16, 2021 to document site conditions within the parcel and whether the proposed relocation for the cottage would result in triggering a development permit application submission as part of building permit requirements. Photographs taken at the time of our site visit and included in our initial site report of the house relocation have been provided in this report as Appendix A. This letter should be considered an amendment to the original letter report provided by Aquaparian to you dated August 30, 2021.

The subject property is located on the east side of Gambier Island within Brigade Bay and within Area F; West Howe Sound of the Sunshine Coast Regional District. The property is legally identified as:

1694 Mount Artaban Road, Lot 23, PID 026-162-857

At the time of the site visit, the focus of the proposed works was to locate the barged house to a location on your property approximately 21m from the Present Natural Boundary (PNB) with the ocean and approximately 12.2m back from the Top of Bank (TOB). Once the cottage was barged to the island, the cottage would be trucked to the property on Mount Artaban Road with access to the parcel using an existing driveway which borders the northeast side of the property. The new location of the cottage was determined to meet requirements under Development Permit No. 2. Shoreline Protection for Brigade Bay and to be well outside the 15m

upland setback distance from the PNB with the ocean. At the time of the site visit, the back half of the property showed evidence of an old agricultural field and drainage scars or rock filled ditch along the southeast property border where past property owners had directed water away from the property and down towards the ocean. The drainage scars were well vegetated and pioneered with invasive grasses (old field plant species) at the time of the original site visit. Where the drainage was noted to direct seepage amongst vegetation down the embankment, the location is well outside the 15m DPA with the PNB.

Aquaparian understands that the final installation of the cabin on site is approximately 29.1m from the PNB and approximately 14.5m from the TOB. As well, recent improvements to this area from the installation of a new septic field has resulted in the partial removal of invasive plants followed by the addition of a small amount of fill and grading; outside of the 15m DPA. It is also understood that you have installed a narrow walking trail down the foreshore embankment which followed the remains of a deer trail or old pedestrian trail with a width of 1.0m and that the works included the minor removal of vegetation and soil disturbance at trailway transition point or switch back approximately 19m from the PNB. As understood, DPA 2 does allow for a property owner to access their beach front by such means as a narrow cut pathway.

Recommendations:

While Aquaparian understands that no impacts have occurred to coastal native vegetation along the foreshore embankment leading down the shoreline, we do recommend that any exposed soils be immediately seeded using a recognized coast vegetation seed mix with an added 2" layer of straw (not hay) placed on top to prevent any riling of soils during spring rainfall. The seeding and placing of straw will allow for native vegetation to take hold for the upcoming summer months. If exposed soils show any evidence of migration down the slope, you are to immediately install silt fencing across the slope fronting the erosion feature. The toe of the silt fence is to be trenched in place and backfilled to function properly. We recommend that you also monitor the cut trail leading to the foreshore to ensure that it does not result in a flow path for run-off that could result in erosion along the bank or silt transport to the ocean.

Aquaparian also understands that the owner recently constructed a new rock filled access lane into subject property leading from Mount Artaban Road along the southeast side of the property as an alternative means to avoid the removal of a series of older mature trees aligned along the entrance of the original driveway. Photographs of the new entrance and alignment show the lane was cut through a section of young second growth forest vegetation and between small conifers and alder trees. Aquaparian staff member Chris Zamora has walked through this section of forest during our original site visit in August 2021. No streams or wetlands were associated with this section of forest. The newly constructed lane does cross a section of old drainage ditch that was historically excavated by the former owners of the property. The ditch

drains water from an old agricultural pond used to water live stock. Water from the pond flows from a rock lined ditch section towards the ocean more than 150m away. This pond is not fish bearing or accessible to fish and was excavated during the time when the property was used for agricultural purposes. Its only purpose now is as an ornamental feature and a stormwater detention pond. A newly revised survey drawing of the property provided by you shows the location of the new access lane shows the crossing of the lane to be approximately 15m down gradient of the pond (See Figure 1). From the drawing, it appears the new gravel lane is aligned overtop of the drainage ditch which is cleared of native vegetation and only includes old field pioneering vegetation.

Recommendations:

The pond and it rock-lined stormwater drainage ditch is not considered a stream under the provincial definition of a stream or watercourse (i.e. no defined natural channel with stream bed material or features used to support life stages of fish such as spawning or rearing). As such, it does not trigger Development Permit Area No.3 Riparian. However, disturbed soils where at the lane crosses the drainage has the potential to in-advertently direct fine sediments towards the ocean if no sediment migration protection measures are in place. As such, Aquaparian recommends that all exposed soils be immediately seeded using a coastal native seed mix to encourage immediate plant germination. The dispersed seed and exposed soils should also be covered with a 2" of straw (not hay) to prevent riling of any soils. If required, install silt fencing on both side of the lane crossing with the toe of the silt fencing keyed into place. Fencing to be left in place until mid to late summer allowing new vegetation grown to become established. Aquaparian also recommends planting native vegetation such as ferns, salal and small cedars along bermed soils adjacent to the new access lane.

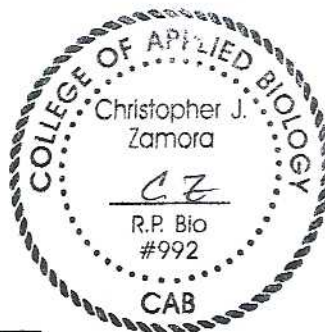
2.0 CONCLUSION

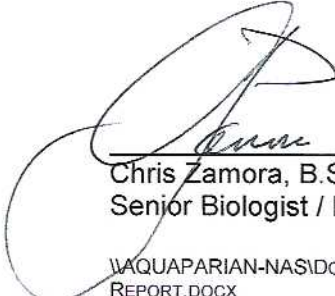
This letter has been completed in accordance with generally accepted biological practices and to be considered an amendment to the Aquaparian's original property site report dated August 30, 2022. No other warranty is made, either expressed or implied. Any questions regarding information provided in this document, please contact the undersigned at (250) 591-2258.

Respectfully submitted,

AQUAPARIAN ENVIRONMENTAL CONSULTING LTD.

Prepared by:




Chris Zamora, B.Sc., R.P.Bio,
Senior Biologist / Principal

\\AQUAPARIAN-NAS\DOCUMENTS\PROJECTS\PROJECTS\N812 GAMBIE ISLAND LOT 23 BRIGADE BAY\LOT 23 REPORT\LOT 23 DPA REPORT.DOCX

References:

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2. Islands Trust, Consolidated Version December 17, 2019. Gambier Island Land Use Bylaw No. 86, 2004. Pp107.



Suite 203-321 Wallace Street, Nanaimo, BC V9R 5B6
SARAH BONAR 250-714-8446 CHRIS ZAMORA 250-714-8864

FIGURE 1
GAMBIER ISLAND REVISED PROPERTY SITE DEVELOPMENT PLAN

PLAN OF PART OF LOT 23,
DISTRICT LOT 1259, PLAN BCP15304

P.I.D. 026-162-857

SCALE 1: 300



SEEPAGE FIELD
3" CLR ROCK
8" OVERFLOW TO EXISTING
8" PIPE

FUTURE 8" PERF PIPE
3" CLR ROCK FRENCH
DRAIN

BRIGADE BAY

PRESENT NATURAL BOUNDARY
AND NATURAL BOUNDARY
ACCORDING TO
PLAN BCP15304

EXISTING 8" DRAIN PIPE
TO BANK

ELEVATIONS
ELEVATIONS ARE DERIVED FROM SITE PLAN BY BENNETT SURVEYS.
BENCH MARK SET: TOP OF OLD IRON POST NEAR THE NE CORNER OF LOT 23.
(AS SHOWN ABOVE)
ELEVATION 7.36 METRES

NOTE:
LOT DIMENSIONS DERIVED FROM
FIELD SURVEY AND LAND TITLE OFFICE RECORDS

NOTE:
FOR COVENANT IN FAVOUR OF THE CROWN IN RIGHT OF
BRITISH COLUMBIA, AND OF THE CROWN IN RIGHT OF
CANADA, SEE B0300798.
FOR INTER ALIA BUILDING SCHEME, SEE B0300656

CERTIFIED CORRECT THIS 22ND DAY OF DECEMBER, 2021

AMENDED TOP OF BANK AS DETERMINED BY BENNETT SURVEYS
ON JANUARY 30, 2010, THIS 11TH DAY OF JANUARY, 2022.

DRM B.C.L.S. DRM B.C.L.S.

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NORTH VANCOUVER, B.C. V7P 3R8
TEL 604-966-1371 FAX 604-966-8254
EMAIL: admin@hwsurveyors.com

LOT 23 BRIGADE BAY
FB.2873 p.58 - 59 M 3494-30-A GAMBER

APPENDIX A

LOT 23 – GAMBIER ISLAND SITE VISIT PROPERTY IMAGES



Suite 203-321 Wallace Street, Nanaimo, BC V9R 5B6
SARAH BONAR 250-714-8446 CHRIS ZAMORA 250-714-8864

APPENDIX A – SITE PHOTOGRAPHS FOR LOT 23 BRIGADE BAY GAMBIER ISLAND



Waterfront view of Subject Lot 23.
Red dash lines roughly delineate
property boundaries.

View looking from foreshore TOB. Red-
lines delineate estimated side boundary
of property. Property is approximately
250m deep; 27m at the foreshore and
130m wide at the back (Mt. Artaban
Rd).



View looking north down steep 6-7m
high embankment to the foreshore
below.



View shared driveway and neighbours shed to left. Aluminum structure to right on subject property. View close to Mt. Artaban Rd

Small irrigation pond



Image left & above. Small wetland drainage draining north from opposite side of Mt. Artaban Rd through subject property. Image to left shows drainage as a 1.5m wide non-fish bearing stream channel. Drainage is non-fish bearing.

Small irrigation pond located just right of Image left & above. Small wetland drainage draining north from opposite side of Mt. Artaban Rd through subject property. Wetland was dry at time of site visit.





Red square identifies the approximate location of cabin (20mx 8.8m in size). Cabin is more than 30m from TOB and 60m from PNB.

New owner of property to install new French drain pipe (Yellow line) to direct water away from proposed location of cabin. Whole property gets wet in winter months.



New owner of property to install new French drain pipe (Yellow line). Drain connected to old irrigation pond near front of property.

RECENTLY PROVIDED

LOT 23 – GAMBIER ISLAND SITE VISIT PROPERTY IMAGES



View of corner of property
where vegetation disturbed to
allow for drainage flow down
towards the ocean.



Views of new access lane
leading into subject property



GAMBIER ISLAND LOCAL TRUST COMMITTEE
GM-DP-2021.5

SCHEDULE 'D'

Preliminary Drainage Plan

③

Lot 23 - New Drainage Plan

SCHEDULE 'D' Preliminary Drainage Plan

PLAN OF PART OF LOT 23,
DISTRICT LOT 1259, PLAN BCP15304

P.L.D. 026-188-867

SCALE 1:300

ALL DISTANCES ARE IN METERS OR DECIMALS THEREOF

New Seepage Field
~30' x 15' = 450 s.f.

Main Centre Lot
New French Drain

BRIGADE BAY

Regulated Flow to
Bank

Tile Field Diversion will
cross lot to main French Drain
Existing drain will
be filled

Pond level
is unchanged
- no excitation

No Water from Lot 23
will feed into the
French Drain between
Lot 23 & 24.

ELEVATIONS

ELEVATIONS ARE DERIVED FROM SITE PLAN BY BENNETT SURVEY.
BENCH MARK SET: TOP OF OLD IRON POST NEAR THE NE CORNER OF LOT 23.
(AS SHOWN ABOVE)
ELEVATION 7.26 METERS

NOTE:
LOT DIMENSIONS DERIVED FROM
FIELD SURVEY AND LAND TITLE OFFICE RECORDS

NOTE:
FOR CONSENT IN FAVOUR OF THE CROWN IN RIGHT OF
BRITISH COLUMBIA, AND OF THE CROWN IN RIGHT OF
CANADA, SEE ENDORSEMENTS
FOR INTERESTED PARTIES RECORDS, SEE BCP15304

CERTIFIED CORRECT THIS 28th DAY OF DECEMBER, 2021

ADVISED TOP OF BANK AS DETERMINED BY BENNETT SURVEY
ON JANUARY 28, 2015, THIS 15th DAY OF JANUARY, 2022.
dan machon
JCOAUS

2022 S.C.L.R.

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ORIGINALLY SIGNED AND SEALED

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**GAMBIER ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 155, 2022**

A bylaw to establish procedures for meetings of the Local Trust Committee

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

SHORT TITLE

1. This bylaw may be cited as “Gambier Island Local Trust Committee Meeting Procedure Bylaw, 2022”.

MEETINGS AND NOTICE OF MEETINGS

2. The first regular meeting of the Local Trust Committee shall be held on a date to be determined by the Local Trust Committee by Resolution Without Meeting following a general local election.
3. At the first regular meeting and at the last regular meeting of the first, second, and third year following a general election, or by Resolution Without Meeting, the Local Trust Committee shall establish a schedule of the date, time and place of regular Local Trust Committee meetings for the following calendar year, of which there shall be at least two held in-person and the schedule shall be posted on a notice board on island that is accessible to the public and in the Northern Office of the Islands Trust.
4. Public notice of the availability of the regular meeting schedule at the place specified in Section 3 shall be given at least once a year by publication in a newspaper circulating in the local trust area.
5. Advance public notice of a regular or special meeting that is to be conducted electronically shall include the way in which the meeting is to be conducted by means of electronic or other communication facilities, the place where the public may attend to hear the proceedings that are open to the public and be posted at the places specified in Section 3 and in accordance with Section 6. Notice of a special meeting which is to be conducted electronically must be delivered to the trustee in accordance with Section 7;
6. Each local trustee shall provide to the Secretary of the Islands Trust a telephone number and mailing address for the purpose of receiving notices of Local Trust Committee meetings, and notice shall be deemed to have been sufficiently given to the local trustee if the notice is delivered to the trustee’s mailing address or given to the trustee in person.
7. Any two members of the Local Trust Committee may call a special meeting by giving notice of the day, time, place and purpose of the meeting to the third member of the Committee by telephone or written notice delivered to the trustee at least 48 hours before the time of the meeting, and by posting the notice at the place specified in Section 3, except that notice to Local Trust Committee members may be waived by unanimous vote.
8. If the Chairperson is not one of the members calling the special meeting, the members calling the special meeting shall, prior to doing so, advise the Chairperson of the calling of the meeting and consider the Chairperson’s representations, if any, regarding the calling of the meeting.

9. Regular and special meetings of the Local Trust Committee shall be open to the public, except where the Committee has stated by resolution in open meeting that the meeting or portion of the meeting is to be closed to the public, and has stated the statutory basis on which it is to be closed.
10. A quorum of the Local Trust Committee is two members.
11. In the event that neither the Chairperson nor the alternate member of the Local Trust Committee appointed by the Chair of the Trust Council is present within one half hour of the scheduled time of a regular or special meeting, the Director of Local Planning Services, or his or her designate, shall call the meeting to order and the remaining trustees shall determine which of them shall act as Chairperson.

MINUTES

12. The Director of Local Planning Services or his or her designate shall legibly record the minutes of the meetings of the Local Trust Committee, and shall record any resolutions without meeting. After the minutes of a meeting have been adopted, the Director or his or her designate shall certify the minutes as correct and the Chairperson or other trustee who presided at the meeting shall sign the minutes.
13. The minutes shall record every resolution of the Committee, and the mover, including every resolution closing a meeting to the public, the reading and adoption of every bylaw, and every declaration made in relation to a conflict of interest.

MEETING PROCEDURE, RESOLUTIONS AND BYLAWS

14. Any question of meeting procedure that is not provided for in this Bylaw, the *Islands Trust Act*, the *Local Government Act*, the *Community Charter*, or regulations under either of those statutes, shall be resolved in accordance with the most current edition of *Robert's Rules of Order*.
15. Resolutions may be in writing, and may be moved by any member of the Local Trust Committee.
16. Bylaws shall be in writing, may be read by title only, provided that each member of the Local Trust Committee is in possession of a complete copy of the proposed bylaw at the meeting, and may be adopted on a motion to that effect at a regular or special meeting. Bylaws may be read a first time, and may be adopted, by resolution without meeting.
17. The Chairperson of the Local Trust Committee or other trustee who presided at the meeting at which it was adopted, and the Secretary of the Islands Trust shall sign every bylaw adopted by the Local Trust Committee, and the Secretary shall keep a certified copy of the bylaw at the principal office of the Islands Trust.

ELECTRONIC MEETINGS

18. Regular or special meetings of the Local Trust Committee beyond the minimum number of physical meetings identified in Section 3 may be conducted entirely by means of audio or audio and visual electronic communication facilities if a majority of the members of the Local Trust Committee have agreed by resolution that the meeting may be conducted in this way and

provided the Deputy Secretary has received sufficient notice and can make the necessary arrangements.

19. An individual Local Trust Committee member who is not at the physical location of a Local Trust Committee meeting that is held in-person may choose to participate by means of audio or audio and visual electronic communication facilities, provided the Deputy Secretary has received sufficient notice and can make the necessary arrangements.
20. Not more than one Local Trust Committee member may participate by means of electronic communication facilities when the meeting has been scheduled for an in-person meeting.
21. An individual member of the Local Trust Committee may not participate by means of electronic or other communication facilities in two consecutive regular meetings of the Local Trust Committee that are held in-person.
22. The Local Trust Committee may waive the restrictions in sections 20 and 21 by unanimous resolution, provided the waiver does not conflict with provincial legislation and regulation that enables electronic meetings.
23. Local Trust Committee members who use electronic communication facilities to participate in a meeting conducted in accordance with this bylaw are deemed present at the meeting.
24. Members of the Local Trust Committee may begin participation in a meeting by electronic communication facilities after the meeting has been called to order.
25. Where members of the Local Trust Committee are participating in a meeting through electronic communication facilities, the facilities must enable all meeting participants to hear, or watch and hear, each other and must provide notice when participants join or leave the meeting.
26. Where members of the Local Trust Committee are participating in a meeting through electronic communication facilities, the facilities must enable the public to hear, or watch and hear, all meeting participants at a place specified in the meeting notice, unless the meeting has been properly closed to the public.
27. For the duration of an electronic meeting that is open to the public, a designated staff member must attend at the place specified in the meeting notice for the public to hear, or watch and hear, the participants.
28. If communication is lost to one or more electronic participants during a meeting:
 - 28.1 the participant affected will attempt to reestablish the link and, in the interim, will be deemed to have left the meeting and this will be recorded in the minutes;
 - 28.2 if there is not a quorum, the Local Trust Committee Chair or person presiding will call a recess until the link is reestablished; and
 - 28.3 if, after 15 minutes, a link cannot be reestablished and there is not a quorum of Local Trust Committee members, the meeting will be deemed adjourned and the item under discussion at the time of loss of communication will be added to the next agenda.

EXECUTION OF DOCUMENTS

29. The Chairperson and one other member of the Local Trust Committee may execute any document on behalf of the Local Trust Committee once the Committee has authorized the execution of the document.

30. "Gambier Island Local Trust Committee Meeting Procedures Bylaw No. 87, 2004" is repealed.

READ A FIRST TIME THIS 3RD DAY OF FEBRUARY , 2022

READ A SECOND TIME THIS 3RD DAY OF FEBRUARY , 2022

READ A THIRD TIME THIS 3RD DAY OF FEBRUARY , 2022

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

23RD DAY OF FEBRUARY , 2022

ADOPTED THIS DAY OF , 20__

CHAIRPERSON

SECRETARY

File No.: GM-6500-20 (Gambier Island
OCP LUB Review)

DATE OF MEETING: March 31, 2022
TO: Gambier Island Local Trust Committee
FROM: Marlis McCargar, Island Planner
Northern Team
SUBJECT: Gambier Island OCP and LUB Targeted Review Project

RECOMMENDATION

1. That the Gambier Island Local Trust Committee endorse the Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project Charter, dated October 14, 2021, as amended.

REPORT SUMMARY

This purpose of this report is provide the Gambier Local Trust Committee (LTC) with a status update on the project and to seek endorsement of the revised Project Charter.

BACKGROUND

The LTC passed the following resolution at their November 18, 2021 business meeting:

GM-2021-099

It was **MOVED** and **SECONDED**

that the Gambier Island Local Trust Committee request staff to consider convening with Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project Working Group members for an orientation workshop prior to February 3, 2022, the next Gambier Local Trust Committee meeting.

CARRIED

Previous staff reports and background information for this project are found on the LTC Projects [webpage](#).

ANALYSIS

Issues and Opportunities

Project Charter

Staff amended the Project Charter to better reflect the project timeline and budget. The Project Charter with recommended changes can be found in Attachment 1. Staff are recommending that the LTC endorse the Project Charter dated March 31, 2022.

Working Group

The Working Group (WG) encompasses part-time and full-time residents of Gambier Island. The WG will have a hands-on role in creating and implementing engagement activities in the community under the direction of the LTC and coordinated by Islands Trust staff and a consultant. The WG will facilitate discussions and host/participate in community events, review discussion papers prepared by Islands Trust staff and provide the LTC with recommendations on the draft bylaws.

The WG has had two meetings. The first was an orientation workshop held on January 24, 2022 over zoom. The purpose of the orientation was to introduce the WG members to staff and each other, familiarise the WG with the project and provide project context. During this orientation staff provided an overview of Official Community Plans, Land Use Bylaws and the review processes. This included a high level overview explaining OCPs and LUBs.

The second WG meeting took place over zoom on March 7, 2022. During this meeting, Trustee Stamford provided a brief history of the project and process to date. Staff reviewed the project focus and discussed the four targeted review areas in greater detail. Staff worked with the WG to begin developing a framework for engaging with the Gambier community on this project. The WG helped to identify engagement tools, the interested and affected parties and key meeting locations on Gambier. Once a consultant is retained, it will be used as the basis to begin engagement implementation.

The next WG meeting will take place in late Spring, after a consultant has been hired to implement the Engagement Framework.

First Nations

An introductory letter about the project was sent out to Skwxwú7mesh (Squamish) Nation, səliwətaʔt (Tseil-waututh) Nation, and xʷməθkʷəy̓ə m (Musqueam) Indian Band. The letter included an invitation to collaborate on the project during this early stage. It also asked how each First Nation would like to be engaged on this project, and included invitations to participate on the Working Group.

A staff-to-staff meeting to discuss the project is currently being organized following a request from Skwxwú7mesh (Squamish) Nation. Staff are cognisant that their general election was held in Fall 2021, a new interim CAO was hired in late February 2022 and expect to meet with them when they have capacity.

Project Progress

In addition to proceeding with early engagement with First Nations and engaging with the Working Group, staff are undertaking the following:

- Developing an Engagement Framework to guide community consultation.
- Proceeding with the process to retain a consultant to support the implementation of the Engagement Framework.
- Developing three discussion papers:
 - Archaeological and Cultural Heritage Protection;
 - Shoreline Protection and Ensuring Access to Public Docks; and
 - Forest Ecosystem Protection.
- Reviewing internal and external resources/data/mapping for each of the targeted topic areas.

Rationale for Recommendation

Staff revised the Project Charter to better reflect the current project timeline. Staff recommend that the LTC endorse the Project Charter as amended.

The recommendation is included on Page 1 of the report.

ALTERNATIVES

Amend the Project Charter

The LTC may want to amend the draft project charter. Implications of making changes to the project charter are the following:

- If the amendments are minor and can be made at the meeting, then the charter can be endorsed as amended.
- If the amendments are major, staff would have to return to a subsequent meeting with an amended charter for endorsement.

Recommended wording for the resolutions is as follows:

That the Gambier Island Local Trust Committee request staff to amend the Gambier Island OCP and LUB Targeted Review Project Charter by [insert requested changes].

NEXT STEPS

Should the LTC endorse the revised Project Charter, staff will update the documents with the endorsement date and post to the LTC's Project webpage. Once the consultant is hired, staff will work with the consultant to schedule and organize future meetings for the Working Group and work on engagement implementation for the Gambier community. Staff continue to develop the discussion papers.

Submitted By:	Marlis McCargar, Island Planner	March 17, 2022
Concurrence:	Heather Kauer, RPP, MCIP, AICP Regional Planning Manager	March 23, 2022

ATTACHMENTS

1. Project Charter

Gambier Island OCP and LUB Targeted Review Project Charter

Gambier Island Local Trust Committee

Date: March 31, 2022

Purpose: To conduct a review of the Gambier Island Official Community Plan policies and Land Use regulations pertaining to forest protection, conservation of the Douglas-fir and associated ecosystems, protection of archaeological and cultural sites, shoreline protection and marine designations across the Plan area.

Background: The LTC identified this project as a Top Priority in February 2015. The project was put on hold in 2018 and recommenced in 2021.

Objectives

- Amend the Gambier OCP & LUB with regards to:
 - First Nations Perspectives;
 - Archaeological and cultural site protection;
 - Forest Ecosystem Protection;
 - Shoreline Protection;
 - Public docks;
 - Technical amendments.
- Develop the style and structure of the OCP document as an Islands Trust model.

In Scope

- Amendments to the OCP and LUB that include:
 - Language and policies that reflect First Nations perspectives;
 - Policy and schedule updates regarding land and marine use designations, including new or amended use designations;
 - Development Permit Areas to protect forests and shorelines;
 - Heritage Conservation Areas to protect archaeological and cultural sites;
 - Advocacy policies;
 - Technical amendments;
 - Developing a pilot model OCP bylaw in terms of style and structure.
- Include Cotton Bay lots that were excluded from OCP Bylaw No. 73.

Out of Scope

- OCP and LUB amendments regarding:
 - Economic development;
 - Services for island residents;
 - Private institutional policies;
 - Parks and trails.

Work Plan Overview

Phase 1: Project Initiation	Date
LTC endorses project charter	May 27 2021
Planning research & information gathering (early engagement with First Nations, discussion paper prep, community outreach)	Spring - Summer 2021
Formation of a project Working Group & development of Terms of Reference	June - July 2021
Analysis of data/mapping for priority setting & develop criteria to identify target areas (UBC team)	Summer - Fall 2021
Development of discussion paper templates	Fall 2021
Development of a community mapping tool	Winter 2022
Development of Engagement and Communications Framework	Winter 2022
Phase 2: Consultation and Bylaw Development	Date
Retain a consultant to provide limited support to help build the engagement plan and plan implementation	Spring 2022
Development of discussion papers	Spring - Summer 2022
Analysis of data/mapping for priority setting & develop criteria to identify target areas – cont.	Spring - Summer 2022
First Nation, key interested and affected parties, and public engagement as per Plan	Spring - Winter 2022/23
Develop draft bylaws	Winter 2022 - 2023
Phase 3: Legislative Process and Implementation	Date
First Nation, key interested and affected parties and public engagement as per Plan – cont.	2022 - 2023
Bylaw readings, public hearing, approvals, adoption	2022 - 2023

Bylaw consolidation, post bylaw adoption communications	2023
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Project Team	
Island Planner	Project Manager
Regional Planning Manager	Project Sponsor
Island Planner/Planner 2	Planning & technical support (limited)
Senior Intergovernmental Policy Advisor	First Nation liaison support
GIS Technician	Mapping support
TAS Program Coordinator/Communications	TAS coordination/Communications support (limited availability)
ITC Ecosystem Specialist	Protection/conservation planning support (limited availability)
Senior Freshwater Specialist	Watershed ecology support (limited availability)
Consultant(s)	Public engagement support, potentially mapping/data development
OAA, PTA, LC	Admin support
RPM Approval: Heather Kauer Date: 2021-05-18; 2021-10-05	LTC Endorsement: Resolution #: GM-021-038 Date: 2021-05-27

Budget		
Budget Sources: 2021-22: GM LTC OCP: \$4,000.00; RPC OCP: \$8,500.00; First Nations: \$2000.00 2022-23: GM LTC OCP: \$15,000*; First Nations: \$2000.00 2023-24: GM LTC OCP: \$10,000*; First Nations: \$2000.00* *pending		
Fiscal	Item	Cost
2021-2022	Phase 1: Project Initiation	
	• First Nation engagement	2,000.00
	• Development of Engagement & Communications Framework	6,000.00
	• Analysis of data and mapping for priority setting & developing criteria to identify target areas	3,000.00
2022-2023	Phase 2: Consultation and Bylaw Development	
	• Undertake Engagement & Communications Plan	12,000.00
	• Analysis of data and mapping for priority setting & developing criteria to identify target areas	2,000.00
	• First Nation engagement	2,000.00
2022-2023 2023-2024	Phase 3: Legislative Process	
	• Engagement, referrals	5,000.00
	• Legal review	3,000.00
	• In-person public hearing	3,000.00
	• Bylaw amendment communications	2,000.00
	Total	40,000.00

File No.: GM-6500-20 (Gambier Island
OCP LUB Review)

DATE OF MEETING: March 31, 2022
TO: Gambier Island Local Trust Committee
FROM: Gillian Nicol, A/Engagement Planner, Trust Area Services
Choose an item.
SUBJECT: Gambier Island OCP and LUB Targeted Review Project

RECOMMENDATION

1. That the Gambier Island Local Trust Committee endorse the Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project Engagement Framework and Graphic.

REPORT SUMMARY

This purpose of this report is provide the Gambier Local Trust Committee (LTC) to seek endorsement of the Engagement Framework.

BACKGROUND

The LTC passed the following resolution at their November 18, 2021 business meeting:

GM-2021-099

It was **MOVED** and **SECONDED**

that the Gambier Island Local Trust Committee request staff to consider convening with Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project Working Group members for an orientation workshop prior to February 3, 2022, the next Gambier Local Trust Committee meeting.

CARRIED

Previous staff reports and background information for this project are found on the LTC Projects [webpage](#).

ANALYSIS

Issues and Opportunities

Engagement Framework

The Engagement Framework is to help provide some background context for the upcoming stage two of the process. The context will also provide background information in order to hire and retain a consultant to support the project.

The Engagement Framework can be found in Attachment 2. Staff are recommending that the LTC endorse the Engagement Framework dated March 31, 2022.

Timeline

The following timeline outlines the process for the project and will be added to the project webpage. It can be found in Attachment 2.

Rationale for Recommendation

The recommendations are included on Page 1 of the report.

ALTERNATIVES

Amend the Engagement Framework

The LTC may wish to modify the Engagement Framework. In this case, staff recommend the following resolution wording:

That the Gambier Island Local Trust Committee request staff to amend the Engagement Framework by [insert addition/deletion/modification].

NEXT STEPS

Should the LTC endorse the revised Engagement Framework, staff will update the documents with the endorsement date and post to the LTC's Project webpage. Once the consultant is hired, staff will work with the consultant to schedule and organize future meetings for the Working Group and work on engagement implementation for the Gambier community. Staff continue to develop the discussion papers.

Submitted By:	Gillian Nicol, A/Engagement Planner	March 29, 2022
Concurrence:	Heather Kauer, RPP, MCIP, AICP Regional Planning Manager	March 29, 2022

ATTACHMENTS

1. Engagement Framework
2. Timeline Graphic



Gambier Island Official Community Plan & Land Use Bylaws Targeted Review – Public Engagement Framework

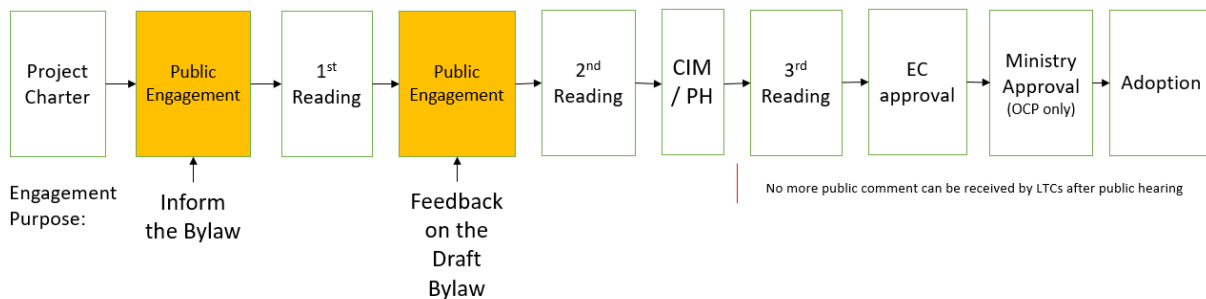
Gambier Island Official Community Plan (OCP) & Land Use Bylaws (LUB) Targeted Review – Public Engagement Framework incorporates the format and essential elements modeled after the International Association for Public Participation (IAP2) best practices for public engagement. In addition, the Gambier Island OCP & LUB Targeted Review – Public Engagement Framework intends to comply with statutory requirements set forth in the Local Government Act, and the Islands Trust Policy Statement on open, consultative and meaningful public participation process. In addition, this framework will support the development of an engagement plan.

Project Description

The Local Trust Committee identified updating the Gambier Island OCP and LUB targeted review as a Top Priority in February 2015. Over the years, the project started and stopped for a variety of reasons, but recommenced in 2021 after the local trust committee passed the resolution requesting staff to create a new project charter.

The targeted review for the Gambier Island Official Community Plan policies and Land Use regulations are pertaining to: archaeological and cultural heritage protection, shoreline protection and ensuring access to public docks and forest ecosystem protection. Along with reviewing internal and external resources, data and mapping for each of the targeted topic areas.

Islands Trust Official Community Plan / Land Use Bylaws Amendment Projects Timeline:



Key Activities:

The project has undergone the first phase of the project and will continue to implement the next two phases over the next two years:

Phase 1: Project Initiation
Local Trust Committee endorses project charter
Planning research & information gathering (early and meaningful engagement with First Nations, discussion paper prep, community outreach)
Formation of a project Working Group & development of Terms of Reference
Analysis of data/mapping for priority setting & develop criteria to identify target areas
Development of discussion paper templates
Development of a community mapping tool
Development of Engagement and Communications Framework
Phase 2: Consultation and Bylaw Development
Retain a consultant to provide limited support to help build the engagement plan and plan implementation
Development of discussion papers
Analysis of data/mapping for priority setting & develop criteria to identify target areas – cont.
First Nation, key interested and affected parties, and public engagement as per Plan
Develop draft bylaws
Phase 3: Legislative Process and Implementation
First Nation, key interested and affected parties and public engagement as per Plan – cont.
1st, 2nd, 3rd and 4th Bylaw readings, public hearing, approvals, adoption

Priority Targeted Review Topics:

The priority targeted review topics in the OCP and LUB process that this project will focus on will be outlined in the following:

- Archaeological and Cultural Heritage Protection:
 - Replace any outdated perspectives regarding First Nations history and relationship with Gambier Island;
 - Consideration of Heritage Conservation Area(s);
 - Consideration of First Nation agreements with Provincial and Federal governments as they relate to land use on Gambier Island.
- Shoreline protection and ensuring access to public docks:
 - Consideration of policies and regulatory tools to encourage protection of shoreline ecosystems and public use of community docks.

- New Brighton Dock;
- Foreshore development;
- Gambier as a Candidate Spirit Site.

- Forest ecosystem protection:
 - Consideration of policies and regulatory tools to encourage tree and forest ecosystem protection on public and private land

Values and Principles for Engagement:

Values and principles are fundamental norms or rules that guide the perspective of an organized group of people, as well as their actions.

- The primary responsibility of the Islands Trust Council is to provide leadership for the preservation, protection and stewardship of the amenities, environment and resources of the Trust Area.
- When making decisions and exercising judgment, Trust Council will place priority on preserving and a protecting the integrity of the environment and amenities in the Trust Area.
- Trust Council will seek information from a broad range of sources in its decision-making processes, recognizing the importance of local and traditional knowledge in this regard.
- Trust Council believes that to achieve the Islands Trust objective, the rate and scale of growth and development in the Trust Area must be carefully managed and may require limitation.
- Trust Council believes that open, consultative public participation is vital to effective decision making for the Trust Area.

The Engagement Framework is also built on the following values of the Islands Trust:

Inclusion:

This Public Engagement process seeks to ensure that every voice can be heard in an authentic way, and to create opportunities for people to contribute when, where and how they feel most heard. The priority interest of First Nations is a key element of the inclusion strategy, and the First Nations Engagement Principles of the Islands Trust will apply.

Respect:

The strategy seeks to ensure that every voice is treated equitably, and the feelings, rights and traditions of others are honoured through the engagement process. Input from the engagement will be wholly and broadly considered.

Community Voice:

The Strategy will result in an engagement process that shares relevant and accurate information in order to increase the self-determination of the community so they can better express their diverse interests, needs, and perspectives in the planning process.

Transparent:

The public engagement process will be communicated clearly and openly, including the purpose, timing, roles and responsibilities, constraints and outcomes. Timely feedback will be provided for the participants including the range of views expressed and how public input will be considered by the decision makers.

Innovation:

The options and mechanisms for engagement will provide a range of ways for citizens and interested and affected parties to effectively participate in this project. Likewise, the strategy encourages innovation from participants as it seeks input around the targeted reviews areas, and encourages new approaches.

Wholly and Equitably Involved:

The public engagement process seeks to ensure that anyone and everyone has access to relevant information on the issues related to this project and around the engagement process itself. Importantly, the public engagement program will ensure relevant information is available in a variety of ways and through multiple sources.

On-going Evaluation:

This public engagement process will be evaluated on a regular basis to foster ongoing learning and improvement.

Purpose of Engagement

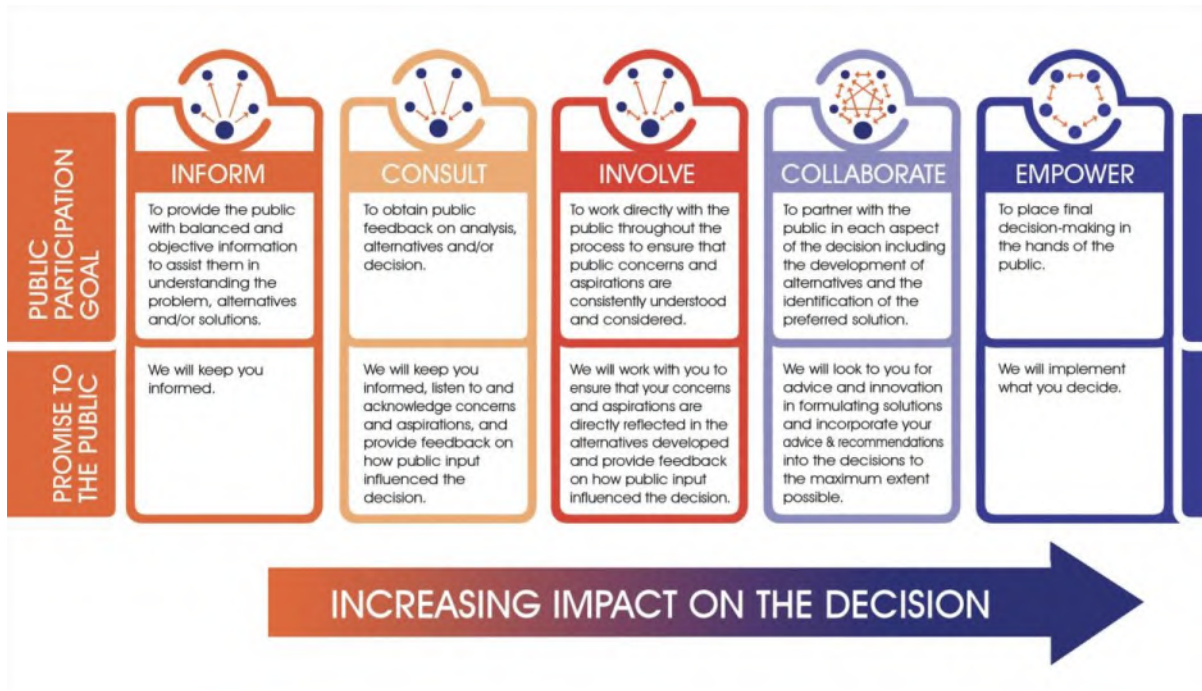
The primary reason for public engagement is to **inform** the Gambier Island Local Trust Committee (LTC) decisions in the planning process. In order to make an informed decision, the LTC is committed to **consulting** with the community, to **building** relationships in the community, to **involving** the key interested and affected parties, and to **collaborate** with First Nations.

Note: Early and meaningful engagement with Skwxwú7mesh (Squamish) Nation, səliłwətaʔt (Tsleil-waututh) Nation, xʷməθkʷəy̓əm (Musqueam) Indian Band is separate from the public engagement process. However, Islands Trust staff felt it was important to reference how we will collaborate with First Nations under the purpose of engagement.

Level of Consultation with the Public

Islands Trust staff incorporate the knowledge and frameworks of the International Association for Public Participation's (IAP2) organization. The current public engagement levels for this project under IAP2 will be a combination of the following, but will be dependent on resources:

- Inform
- Consult
- Involve



Gambier Island's Working Committee

The Working Group (WG) is a volunteer group encompassing part-time and full-time residents of Gambier Island. The Working Group will have a hand-on role in creating and supporting the implementation of engagement activities in the community under the direction of Islands Trust staff and the Local Trust Committee. These meetings are currently not open to the public and completed over zoom. There are four active members with room for three more members and three additional seats on shall be for representatives from Skwxwú7mesh (Squamish) Nation, sə̌ilwətaʔt (Tsleil-waututh) Nation, xʷməθkʷəy̓əm (Musqueam) Indian Band (or their alternates). Islands Trust planning staff shall assist with meeting scheduling, agenda preparation, meeting summaries to the LTC and technical support as necessary.

Engagement tools and techniques

The working committee along with Islands Trust staff and Local Trustee worked together to compile a list of tools and techniques along with interested and affected parties list for the project.

Some public engagement tools and techniques that might be helpful for the Gambier OCP & LUB targeted review process:

- Virtual/in-person open houses (e.g. boards, group discussions, presentations, and/or other interactive activities)
- Virtual/telephonic conversations with Islands Trust planners, volunteer working committee members, and/or consultant
- Postering the dock and community physical information boards
- Post on private facebook groups, such as, Gambier Islanders and Fircom area neighbours
- Online survey

- Email to Gambier Islands six hundred plus email list
- Email subscribers on the Islands Trust Gambier Island Local Trust Area list
- Mail directly to property owners
- Email out a news release
- Paid ads
- Letter to the editor/editorial
- Create a project webpage
- Connect with residential areas and meet when they meet (e.g. Sea Ranch AGM)
- Use Sunshine Coast Regional District's "Let's talk for surveys" program

Interested and Affected Parties List

The following is a primarily list:

Community

- Gambier Fire Equipment Group (Contact: Bob Ostiguy)
- Sunset Estates Community Group
- Gambier Island Conservancy (Contact: Peter Scofield)
- Sunset Estates Long Bay (Contact: Tianna Maehara)
- West Bay Landing community group (Contact: Jeff Giesbrecht)
- Scotch Club (Contact: Bob Ostiguy)
- Gambier Community Centre Society (GCCS)
- Sea Ranch Board
- Centre Bay Board
- Fircom Community Group
- Camps Artaban
- Camp Fircom
- Camp Latona
- Royal Vancouver Yacht Club
- Burrard Yacht Club
- Gambier Estates (Peter Scofield)
- Douglas Bay Rate Payers
- Brigade Bay Rate Payers

Government

- Sunshine Coast Regional District
- Islands Trust Council

Note: Islands Trust is within the treaty lands and territories of First Nations governments, which are, not included in this section. The characterization of First Nations as interested and affected parties or stakeholders should never occur.

Meeting Spaces

There is no one location that serves the whole island. The following is a primarily list:

- Sea Ranch Pavilion
- Gambier Island Community Centre
- Fire Hall (outdoor meeting space)
- Camp Fircom Dining Hall (not in summer)
- North Vancouver Locations:
 - John Braithwaite Community Centre
 - Delbrook Recreation Centre
 - Parkgate Community Centre
 - Karen Magnusen Rec Centre
 - Lonsdale Rec Centre
- West Vancouver Locations:
 - Gleneagles Community Centre
 - Sewells Marina
 - West Vancouver Community Centre
 - West Vancouver Memorial Library

Note: Gambier Island Local Trust Committee does not host any events on the Sunshine Coast or the Town of Gibson's, as many community members of nearby islands won't travel to Gibsons for an in-person meeting. Many people who own property on Gibsons can be found in the lower mainland, which is why the Gambier Island Local Trust Committee often uses North Vancouver's John Braithwaite Community Centre, as it's close to downtown Vancouver, close to Highway 1 and accessible through public transportation.

Evaluation of the Engagement Program

An on-going evaluation will be performed on the public engagement process, and the evaluation framework will include:

1. Evaluation sessions to examine, diagnose, discuss, and dialogue the cause-and-effect links and assumptions regarding the engagement process, outcomes, and intended and unintended consequences and impacts;
2. A plan to organize and allocate resources for total evidence-based evaluation of the engagement process (who was engaged, how many, number of responses, depth and quality of responses);
3. Incorporation of lessons learned to be included in future engagements;
4. Development of an ongoing engagement plan to support current and future LTC processes and projects.



Phase 1:

- Local Trust Committee endorses project charter
- Planning research & information gathering (early and meaningful engagement with First Nations, discussion paper prep, community outreach)
- Formation of a project Working Group & development of Terms of Reference
- Analysis of data/mapping for priority setting & develop criteria to identify target areas
- Development of discussion paper templates
- Development of a community mapping tool
- Development of Engagement and Communications Framework

**We
are
here**

Phase 2:

- Retain a consultant to provide limited support to help build the engagement plan and plan implementation
- Development of discussion papers
- Analysis of data/mapping for priority setting & develop criteria to identify target areas – cont.
- First Nation, key interested and affected parties, and public engagement as per Plan
- Develop draft bylaws

Phase 3:

- First Nation, key interested and affected parties and public engagement as per Plan – cont.
- 1st, 2nd, 3rd and 4th Bylaw readings, public hearing, approvals, adoption

From: Squamish Connect <do-not-reply@squamishconnect.com>
Sent: Tuesday, March 8, 2022 3:03 AM
To: Becky McErlean
Subject: [Squamish Connect] 1 Update

1 comment on things you're watching

New Comment

Andrew Latimer (Squamish Nation) posted a comment

Hello, the Squamish Nation has reviewed your file and has the following recommendations.

-Recommend language addressing archaeological concerns incorporated into the bylaw, specifically that should ground disturbance through construction or maintenance be planned in the shoreline zone, an archaeological assessment will be required.

- Recommend stronger language for letter "l" in Guidelines for the Construction and Replacement of Docks and Ramps around dock construction near eelgrass and kelp beds. Any new docks should not be implemented within 8 meters of an established eelgrass bed, or within 4 meters of an established kelp bed.

- Recommend stronger language for letter "t" in Guidelines for the Construction and Replacement of Docks and Ramps. Mooring buoys must be seagrass friendly to prevent scouring on the sea floor, and must include buoys with a mid-line float so as to prevent unnecessary damage to eelgrass habitat

Also, can you provide rationale around the proposed amendment to change the coastal setback of buildings from 15 meters to 7.5 meters? We see that it is only 15 meters for 2 lots. With the present-day increasing frequency and intensity of storms, coastal erosion, and sea level rise, we would recommend considering the original proposed set back of 15 meters.

Please let us know if you have any questions.

PROJECT NAME

Keats Shoreline Protection Project

ISSUING AGENCY FILE NUMBER(S)

6500-20 Keats Shoreline Protection Project

REFERRAL ID

500

[View this Submission](#)

From: "INFO, BCEBC BCEBC:EX" <info@bcebc.ca>
Subject: Greetings from the BC Electoral Boundaries Commission
Date: March 3, 2022 at 11:45:56 AM PST
To: "sefast@bimbc.ca" <sefast@bimbc.ca>



March 3, 2022

Councillor Sue Ellen Fast
Island Municipality of Bowen Island

Greetings from the BC Electoral Boundaries Commission.

Please accept this letter as an invitation to your organization to express your views on the province's current electoral district boundaries.

The BC Electoral Boundaries Commission is an independent, non-partisan commission with a mandate to review the area, names and boundaries of provincial electoral districts. The Commission submits two reports to the Legislative Assembly with recommendations for the next two provincial general elections.

Your voice in an important part of this process. To help prepare its preliminary report, the Commission is now seeking public input on the province's current electoral district boundaries. We will be publishing a preliminary report with initial recommendations. After, we will seek public input on those recommendations.

You can share your organization's views in the following ways:

- through the [Commission website](#),
- at an in-person or virtual [public meeting](#), or
 - by [writing the Commission](#) directly.

Visit our website to learn more about the Commission, review maps and resources, and find the electoral districts in your community.

Please feel free to share this information with others and contact us with any questions.

Sincerely,

Justice Nitya Iyer
Commission Chair

BC Electoral Boundaries Commission

100- 1112 FORT STREET, VICTORIA B.C. V8V 3PK
BCEBC.CA | INFO@BCEBC.CA | 1-800-661-8683

BRIEFING

To: Local Trust Committees **For the Meeting of:** March 31, 2022
From: David Marlor, Director, Local Planning Services **Date Prepared:** December 15, 2021
SUBJECT: Shoreline Protection Model Bylaw Report

PURPOSE:

The purpose of this briefing is to provide the subject report to each local trust committee.

BACKGROUND:

Trust Council passed a resolution in September, 2021 requesting that Staff forward the Shoreline Protection Model Bylaw Report dated March 2021 to local trust committees and Bowen Island Municipality for information.

This report was undertaken by the Regional Planning Committee in accordance with Islands Trust Strategic Plan Item 2.3. "Undertake a review of Local Trust Committee- Bowen Islands Municipality foreshore policies and regulatory bylaws and develop model policy and regulatory bylaws for the protection of the foreshore and nearshore."

This report undertakes a review of official community plan and land use bylaw provisions for shoreline protection in the Islands Trust Area as well as examples from outside the Islands Trust Area, and provides recommendations for local trust committees and Bowen Island Municipality to consider when developing new, or updating existing shoreline policies and regulations.

ATTACHMENT(S):

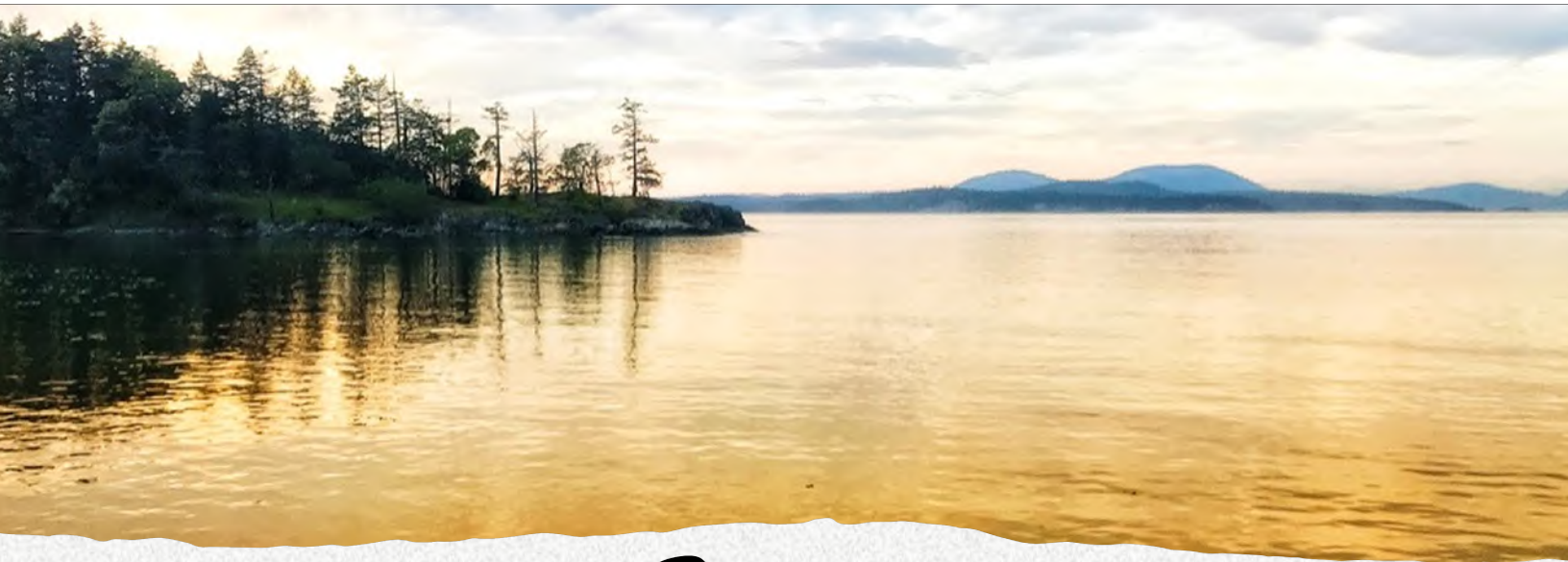
1. Shoreline Protection Model Bylaw Report

FOLLOW-UP:

A requested by the local trust committee. Note that any work on shoreline would be a project of the local trust committee with relevant consideration of staff and budget resources.

Prepared By: David Marlor, Director, Local Trust Committees

Reviewed By/Date:



Islands Trust

Shoreline Protection Model Bylaw Report
March 2021

ACKNOWLEDGEMENTS

This Report is possible through the financial support of the Islands Trust.

We would like to thank all those who participated in the Islands Trust Shoreline Review Model Bylaw Project.

Islands Trust

Laura Busheikin
Denman Island Local Trustee
Chair, Islands Trust Council Regional Planning Committee

Islands Trust Staff

David Marlor, MCIP RPP, Director of Local Planning Services
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Kristine Mayes, Planner 1, Salt Spring Island

Consulting Team

Jean Porteous, MCIP RPP Fraser Simpson Consulting Inc.
Serena Klaver, MCIP Klaver Strategic Planning
Sharon Horsburgh, MCIP RPP Bayshore Planning Inc.

It is a privilege to write this guide and we acknowledge the lands described in this report are within the ancestral territory of the Coast Salish people and as a reminder we are all connected.

We are in a sacred relationship with all things in the natural world – the land, waters, and air, and all of the plants and animals we live with. Respect for the spirit and life in each of these, and the intricate relationships and interconnectedness we are all in together is a key value and principle of our culture.



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OVERVIEW

Located in the islands and waters of the Salish Sea, between the British Columbia mainland and southern Vancouver Island, the Islands Trust encompasses 13 major and more than 450 smaller islands, covering 5,200 square kilometers. The area is home to the highest density of species at risk in Canada and some of the most diverse and sensitive marine ecosystems in the world. The region's rich forests, soils, wetlands, and ocean vegetation act as important carbon sinks, mitigating greenhouse gas emissions and buffering communities against the impacts of climate change. The ecological significance and sensitivity of the region, and the need for protective measures, were internationally recognized in 1973.

The Islands Trust Area is located within the Coast Salish territory and is the homeland to over 28,000 Coast Salish Peoples who have called this place home since time immemorial. In 2019, Islands Trust Council passed a Reconciliation Declaration and committed to a Reconciliation Action Plan as per the Truth and Reconciliation Commission (TRC) Calls to Action. Islands Trust is committed to building meaningful relationships with First Nations in the Trust Area, protecting cultural heritage, and upholding the principles embodied within the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), the BC Declaration on the Rights of Indigenous Peoples Act (DRIPA); the Truth and Reconciliation Commission (TRC) Calls to Action; and the Missing and Murdered Indigenous Women and Girls (MMIWG) Calls for Justice. Islands Trust Council recognizes that the work of reconciliation is key to preserving and protecting this place for generations to come.

The Islands Trust Council adopted a Strategic Plan for the 2018-2022 term. Item six of the Strategic Plan is to: Undertake a review of Local Trust Committees and Bowen Islands Municipality foreshore policies and regulatory bylaws and develop model policy and regulatory bylaws for the protection of the foreshore and nearshore. This is a community planning project that is being advanced by Islands Trust Council Regional Planning Committee. The work will be consolidated into a template of standard bylaws that will be available for local trust committees and Bowen Island Municipality to use when developing policy and regulation along the shoreline.

Project Deliverables:

- Review all 21 existing Official Community Plans and 21 Land Use Bylaws in the Islands Trust Area on foreshore and nearshore policies and regulations, and a selection of other BC coastal jurisdictions and San Juan County. Selection should have relevance to the Trust Area with similar shorelines and upland uses.
- Discussion with Islands Trust Senior Intergovernmental Policy Advisor on consideration of First Nations interests in the options and recommendations.
- Review Provincial guidelines on mitigation and adaptation to sea level rise.
- Review Islands Trust Policy Statement for compliance of any proposed policies and regulations.

- Develop options and make recommendations on model official community plan policy and land use bylaw regulations to protect foreshore and nearshore,

HERITAGE AND CULTURAL CONSIDERATIONS

Islands Trust Initiatives:

The Islands Trust acknowledges the value of Indigenous traditional knowledge and perspectives as part of its decision-making processes.

Some of the recent Official Community Plans (OCP) reviews included references to Heritage and Archaeological Resources. To guide development the Saturna, South Pender and Thetis Island OCPs include the following objectives:

1. To encourage the identification, protection, and conservation of archaeological sites, buildings and sites associated with early settlement, and natural heritage features.
2. To protect archaeological sites from damage due to development, land alteration or human use.
3. To increase public awareness of the Island's heritage resources.
4. To recognize first nations past and current presence on Thetis Island, its foreshore, and surrounding waters, and to protect archaeological and other cultural heritage resources in cooperation with First Nations.

The Saturna Island OCP also includes a Heritage designation which identifies known heritage sites and areas of historical or cultural significance. The objective is to preserve places of historical or cultural significance from destruction. These places are to be identified and means for their preservation should be sought. Furthermore, the Saturna Island Local Trust Committee

may create a Heritage Commission to study and recommend sites, areas, landmarks, buildings, roads, trails, and other features of historical or cultural significance for inclusion together with sites that are on a registry in a Heritage designation under the Local Government Act and archeological sites protected under section 13 of the Heritage Conservation Act.

The Heritage Commission may:

- a) develop a Community Heritage Registry to identify island heritage buildings or other heritage and archaeological sites and features;
- b) develop heritage conservation areas for inclusion in the plan;
- c) require heritage alteration permits for heritage features identified in the Community Heritage Registry and heritage conservation areas;
- d) require heritage impact assessments for designated heritage features and archaeological sites protected under section 13 of the Heritage Conservation Act.;
- e) encourage heritage conservation covenants to protect heritage features; and
- f) encourage dedication or donation of heritage features for long-term protection.

Furthermore, the Saturna Island Local Trust Committee shall encourage and support creation of a community heritage museum on Saturna Island to maintain and display heritage artifacts originally located within the Area.

South Pender Island heritage cultural resources include the archaeological evidence of First Nations use and buildings

associated with the island's more recent settlement. There are registered archaeological sites on South Pender Island, mostly midden deposits, and these are afforded protection from disturbance under the provisions of the Heritage Conservation Act.

South Pender Island OCP Heritage Cultural Resources Objectives include: a) To increase awareness and appreciation of the island's ancient and recent cultural heritage.

b) To encourage and support measures that identify, inventory, and protect heritage cultural resources.

c) To recognize First Nations presence on South Pender Island and to protect archaeological and other cultural heritage resources in cooperation with First Nations.

Heritage Cultural Resources Policies:

a) The Local Trust Committee is to encourage the formation of a Community Heritage Commission to provide it and the community with advice and assistance regarding:

i) criteria for determining community heritage values, e.g., archeological evidence, historical significance, socio-cultural context, and architectural relevance;

ii) identification, inventory, and information compilation regarding sites, artifacts, structures, buildings, and persons of interest;

iii) measures to increase general awareness and appreciation of the island's cultural heritage; and

iv) methods of securing protection for the island's cultural heritage resources.

b) Roads or portions thereof identified as Scenic/Heritage Road are not to be altered without consultation,

c) All development applications shall be reviewed for the presence of known and recorded archaeological sites. Applicants should modify or revise proposed development plans to avoid archaeological site impacts as the best means of preserving archaeological resources. Alteration of a protected archaeological site requires a Provincial Heritage Alteration Permit prior to land altering activities.

d) The Local Trust Committee should not approve applications that would result in disturbance to an archaeological site unless there are unavoidable conflicts with significant archaeological sites or other known First Nations cultural sites. If this is the case, the LTC should require measures to manage the impacts.

e) Recognizing the inter-relationship of community interests and services between North and South Pender Islands, the Local Trust Committee is to encourage opportunities for mutually beneficial co-operative efforts relating to heritage cultural resources.

f) The Local Trust Committee may consider designation of a Heritage Conservation Area or adoption of Heritage Bylaws to protect heritage cultural resources.

The Salt Spring Island Official Community Plan includes a General Community Objective designed to "identify and protect important components of our island's heritage, including archaeological and First Nations cultural sites, whether they are reminders of past or present lifestyles." (*Source: SSI OCP Volume 1 Section A4 Objective 15*)

Provincial Archaeological Requirements:

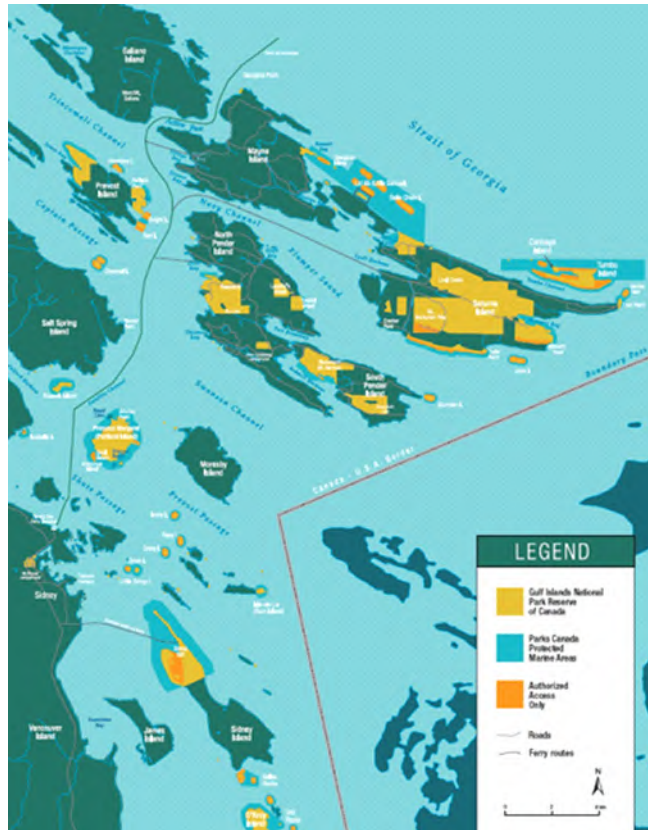
The protection of archaeological and heritage sites afforded under the Heritage Conservation Act is acknowledged by all the Local Trust Committees. The LTC recognizes that there are other buildings and landscapes of heritage value to Island residents and to the First Nations with a long and continuing history of life on the island. <http://www.islandstrust.bc.ca/trust-council/first-nations-reconciliation/>

This recognizes that marine shorelines were well used by First Nations people and as a result it is not uncommon for these areas to contain significant cultural sites and remnants. Any development activity along the marine shoreline must understand that there is a strong potential that these cultural remnants could exist on or below the surface. The BC Heritage Conservation Act governs the processes by which any development activity can occur in and around archeological sites and any indication of archeological artifacts requires adherence to this legislation.

It should be noted that information pertaining to archaeological sites is not available publicly, and Islands Trust planning staff are not authorized to share this information. Individual property owners can petition the BC Archaeology Branch for information regarding archaeological sites on their property, as the Archaeology Branch is responsible for maintaining and distributing archaeological information; however, the Archaeology Branch may not release data that could potentially damage archaeological sites. Property owners are encouraged to contact the Archaeology Branch for more information.

Federal Government Initiatives:

The Federal Government's Gulf Islands National Park Reserve (GINPR) comprises approximately 31 square kilometers of land and intertidal areas scattered over 15 of the southernmost Islands. The following map provides an overview of the national parks in the Gulf Islands.



(Source: [Camping - Gulf Islands National Park Reserve \(pc.gc.ca\)](http://pc.gc.ca))

Parks Canada is responsible for the management of about six square kilometers of marine area located offshore of waterfront portions and around islets of the national park reserve.

The southern Gulf Islands embody a rich human history stretching from thousands of years ago to the present. Coast Salish people have occupied the region since time immemorial and continue to live and use these islands.

These parklands help maintain a deep spiritual connection to the area and traditional use continues today. First Nations

archaeological sites as well as historical features from other groups provide tangible evidence of the history of the region's inhabitants who lived out their lives in this ecologically diverse landscape.

GINPR lies within the Dry Coastal Douglas-fir ecosystem—one of Canada's most at risk ecosystems. Although the national park reserve contains examples of many of the various components found within the Coastal Douglas-fir ecosystem, younger forest ecosystems make up the majority of the reserve, with significantly smaller amounts of mature forest and Garry Oak and associated ecosystems. To protect these ecosystems the Federal Government implemented the legislation to protect Species at Risk.

The Species at Risk Act (SARA) prohibits individuals and applies to species listed. All critical habitat in national parks and national historic sites must be legally protected within 180 days of being identified.

Recovery measures for species at risk will be integrated within the framework of Parks Canada's ongoing ecological integrity and management programs. The species-directed measures outlined in this plan will contribute to maintaining and improving ecological integrity of GINPR by improving the conservation status of native species and their habitat and maintaining biodiversity.

Provincial Initiatives

There are a number of Provincial recovery strategies and plans that complement the GINPR and provide guidance for the recovery of individual species, including strategic directions, recovery objectives, critical habitat, and threats. Multi agency cooperation links strategies and plans for more successful outcomes.

The measures presented in the action plan for GINPR could result in positive impacts on biodiversity and the value individuals place on preserving biodiversity (Federal, Provincial, Territorial Governments of Canada, 2014).

Intergovernmental collaboration and support will benefit park reserve visitors, local residents and Coast Salish groups. Voluntary stewardship opportunities will help build community knowledge which is an important consideration for species at risk management in GINPR. Some activities may create opportunities for local residents to become involved in the recovery of species at risk and for community partnerships to enhance recovery for Species at Risk. Benefits should be relatively evenly distributed across individuals in local communities. These include opportunities to learn about and take part in the recovery of culturally important species at risk, opportunities for integration of Coast Salish traditional knowledge into conservation issues in GINPR, and greater awareness of Coast Salish values and culture among local residents and visitors to the park reserve. Clam food harvesting brings communities together. This activity crosses cultural boundaries and is vital to BC coastal communities to have access to healthy Shell-Fish harvests.

Clam Garden Restoration

First Nations governance and inter-generational knowledge sharing helps to deepen knowledge. The Clam Garden Network is a group of First Nations, academics, researchers, and resource managers from coastal British Columbia, Washington State, and Alaska. Through collaborations across communities and disciplines participants explore the cultural and ecological

importance of traditional clam management practices and features to enhance regeneration of clam gardens.

Eelgrass Restoration

The Sea Change Society based in Brentwood Bay, Victoria, BC initiated coast-wide eelgrass mapping, restoration, and monitoring. Sea Change Society works with First Nations communities on Southern Vancouver Island including the Gulf Islands. Their strategy is to locate and restore sites that historically supported eelgrass. Sea Change transplants between 500 and 1000 eelgrass shoots into a test plot. If restoration is successful, the transplant areas are expanded with additional eelgrass shoots.

Source: [Home - SeaChange Marine Conservation Society \(seachangesociety.com\)](http://seachangesociety.com)



Source: Mapping in the Salish Sea (islandstrustconservancy.ca)

Local organizations such as Green Shores use ecological methods to protect shorelines from erosion and to address the impacts of climate change. The use of Eelgrass mapping as a planning tool is proving to be an effective method to consider erosion control.

GREEN SHORES

Green Shores is a program of the Stewardship Centre for British Columbia that promotes sustainable shoreline ecosystems for commercial, residential, institutional and park properties. It supports a broader vision for Canada's waterfront communities to increase capacity to minimize impacts of shoreline development and climate change while preserving or enhancing shoreline ecology and ecosystem services. Climate change is expected to impact the rate and nature of change across Canada's shorelines and affect its ecosystems. Green Shores incentivizes and provides a guideline for climate change adaptation and incorporates the most recent estimates of sea level rise to increase shoreline resilience for both ecosystems and property developments. The Green Shores guiding principles are to:

1. Preserve the integrity and connectivity of shoreline processes;
2. Maintain and enhance shoreline habitat diversity and function;
3. Minimize and reduce pollutants to the shoreline environment;
4. Reduce and reverse cumulative impacts to shoreline systems.

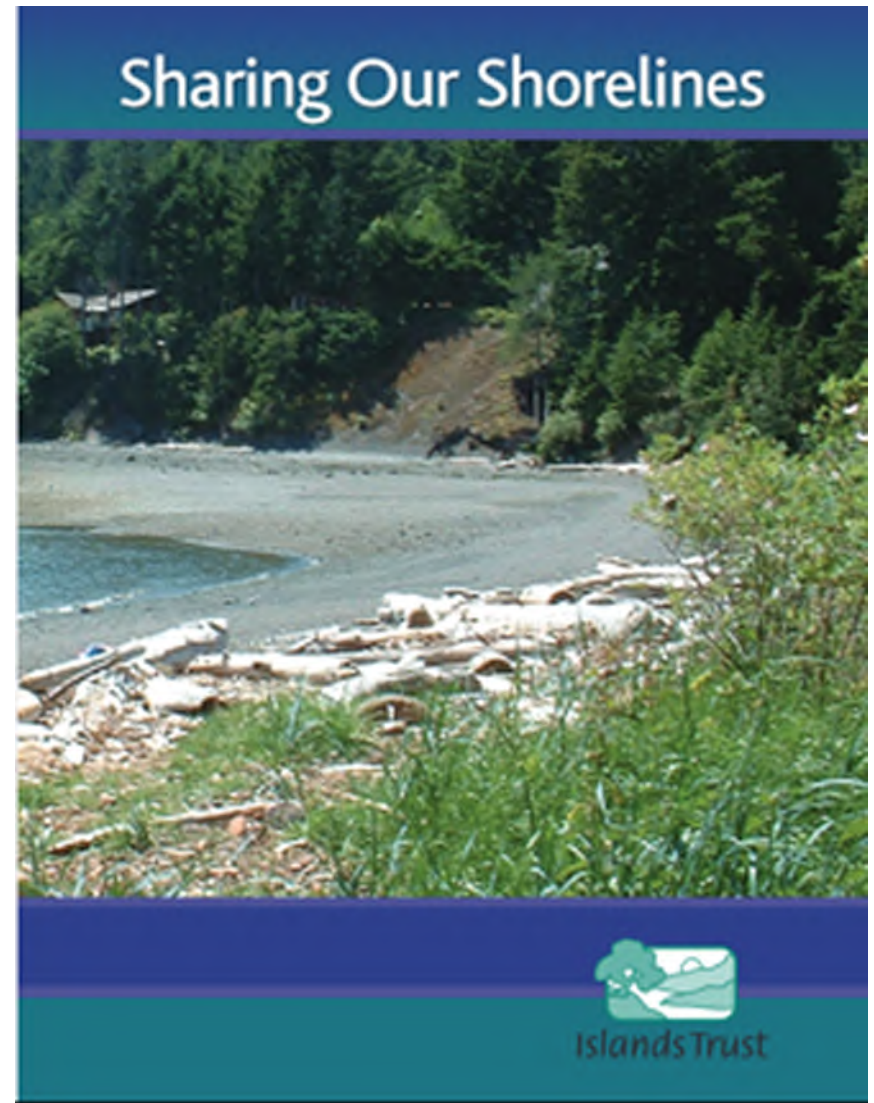
The Islands Trust promotes the Green Shores programs to the development community.

There are two programs –

Green Shores for Development provides a Credit and Ratings Guide for commercial, multi-family residential, subdivision, park, and institutional waterfront development.

Green Shores for Homes Program which is based on the four guiding principles:

1. Preserve or restore physical processes—the natural actions of water and sediment movement that maintain healthy shorelines.



2. Maintain or enhance habitat function and diversity along the shoreline.
3. Prevent or reduce pollutants entering the aquatic environment.
4. Avoid or reduce cumulative impacts—small individual effects that add up to large impacts on shoreline environments. (Source:

Green Shores for Homes - Stewardship Centre for BC (stewardshipcentrebc.ca) and Care for my Shoreline (islandstrust.bc.ca))

Examples of related policies include Salt Spring Island Official Community Plan B.9.2. shoreline conservation designation policy which states: shoreline conservation designation is encouraged to

help owners to implement best practices for shoreline development, such as green shores.

GUIDELINES ON MITIGATION AND ADAPTATION TO SEA LEVEL RISE

B.C.'s climate is changing, and climate scientists are projecting further changes over the next decades. Climate change mitigation and adaptation involves preparing for these changes and the impacts they will have on natural systems and communities. Communities are experiencing the impacts of climate change including more frequent and intense storms, increasing temperatures, drought, wildfire, sea level rise and flooding.

- Mitigations deal with how we can reduce the greenhouse gases that are the root cause of human caused climate changes.
- Adaptations are behavioral. Physical changes we make in our use of natural resources deal with the results of changing climate.

Mitigations

Mitigations in climate change can be undertaken by the Islands Trust by either reducing carbon dioxide emissions or increasing carbon sequestration (the amount of atmospheric carbon fixed into plants or other solid materials). Energy use is a key issue around reducing emissions. Maintaining forest cover is important for carbon sequestration. Several resources are available to help us with mitigation efforts such as:

- Plug in BC - <https://pluginbc.ca/>
- Climate Action to Go Kits -

<https://www.crd.bc.ca/education/climate-action/at-home/climate-action-to-go-kits>

- Efficiency BC - <https://betterhomesbc.ca/> to carbon sequestration by island, Here's a link <http://www.islandstrust.bc.ca/media/346674/cdf-toolkit-final-web.pdf>

The Islands Trust is committed to becoming a carbon neutral organization with no net increase in greenhouse gas emissions from its operations. Carbon neutrality has been achieved since 2012 through these steps:

- Performing an emissions inventory of our operations.
- Implementing an action plan to reduce emissions;
- Purchasing carbon offsets to counteract emissions that cannot be readily reduced.
- Improving transportation networks that are low carbon such as bike paths or other trail networks or installing EV stations.
- All Local Trust Committee Official Community Plans contain targets and policies related to Green House Gas (GHG) emission reduction.

Local Trust Committees have the following tools available for addressing climate change mitigation efforts:

- GHG Reduction Targets- Section 473 of the Local Government Act – required content for official community plans, inclusion of targets and policies with respect to reducing greenhouse gas emissions.
- Zoning Authority – Section 479 of the Local Government Act could cluster development, protect areas for conservation, limit extent of development, establish building size limits, and prohibit uses that contribute the most to GHG production.
- Development Permit Area to Promote Energy Conservation– Section 488(1)(h) of the Local Government Act can be used to reduce heating and cooling requirements through building siting, systems, and landscaping.
- Development Permit Area to Promote the Reduction of Greenhouse Gas Emissions - Section 488(1)(j) of the Local Government Act.
- Off-street Parking and Loading Regulations - Section 525 of the Local Government Act – establish parking requirements, electric vehicle and active transportation parking, surfacing and landscaping of parking areas.
- Impacts of climate change include sea level rise, possible saltwater intrusion into groundwater aquifer, warmer winters and summers, dryer summers, more intense storm events, and wildfire potential. Adaptations to changes resulting from climate warming include a wide variety of options. Such adaptations could be behavioural (e.g., Educating people to reduce food waste and drive less) or structural measures (e.g., Requiring water storage for household and fire suppression use).

The Province of B.C. has developed a Climate Change Secretariat to address climate change adaptations and has begun to produce numerous resources for communities to deal with climate change adaptations. These include:

- The site of climate change resources - <https://www2.gov.bc.ca/gov/content/environment/climatechang>

e

- The climate action toolkit - <https://www.toolkit.bc.ca/taking-action/community-wide> Local Trust Committees are being supported in understanding potential adaptations through staff reports.

A review of Islands Trust policies revealed a commitment to addressing climate change demonstrated by the islands of North Pender, South Pender, Galiano, Mayne and Saturna that are collaborating on a project to assess groundwater and establish water budgets.

Tools to support Local Trust Committees in understanding possible adaptations include:

- Zoning Authority - Section 479 of the Local Government Act require setback from the sea and water bodies, building location and size, appropriate uses, and density.
- Runoff Control Bylaw - Section 523 of the Local Government Act Regulations to address increased rain events.
- Development Permit Area to Protect Development from Hazardous Conditions – Section 488(1)(b) of the Local Government Act. Flood plain regulations along foreshore, rivers, and lakes. Tree and vegetation retention in areas prone to land slip.
- Development Permit Area to Promote Energy Conservation- Section 488(1)(h) of the Local Government Act. Siting, landscaping, and flooding.

Shoreline Management Plans: Oak Harbour. WA. U.S. Oak Harbour SMP

Shoreline Environment Designations

The basic intent of a shoreline environment designation is to preserve and enhance shoreline ecological functions and to encourage development that will enhance the present or desired future character of the shoreline as described in the

Comprehensive Plan, other adopted plans and the Shoreline Management Plan. To accomplish this, shoreline segments are given an environmental designation based on existing development patterns, biological capabilities and limitations, and community objectives. This Master Program establishes seven shoreline environments for the City of Oak Harbor. These shoreline environments shall include the shorelines of the City of Oak Harbor, including shorelands, surface waters, and bed lands. These environments are derived from and based on policy direction contained in the Oak Harbor Shoreline Inventory and Characterization Report, the Oak Harbor Comprehensive Plan, the Shoreline Management Act, and the Shoreline Master Program Guidelines. The seven Oak Harbor shoreline environment designations are: Maritime, Urban Mixed Use, Residential, Residential - Bluff Conservancy, Urban Public Facility, Conservancy, and Aquatic.



Storm surge flooding, Victoria. Photo: B.C. Ministry of Environment

The Summary List of Recommended Actions [Appendix A: Summary List of Recommended Actions Page 1 \(washington-apa.org\)](#) includes a number of options that LTC could use to outline how protection of marine ecology will be managed.

BC MARINE COASTAL SHORELINES JURISDICTION

Jurisdiction over coastal areas in B.C. is split among federal, provincial, and local governments, depending on the location along the coast and the relationship to the shore.

Within the Islands Trust Communities there are six types of shorelines that are shaped by complex processes that connect the land to the sea.



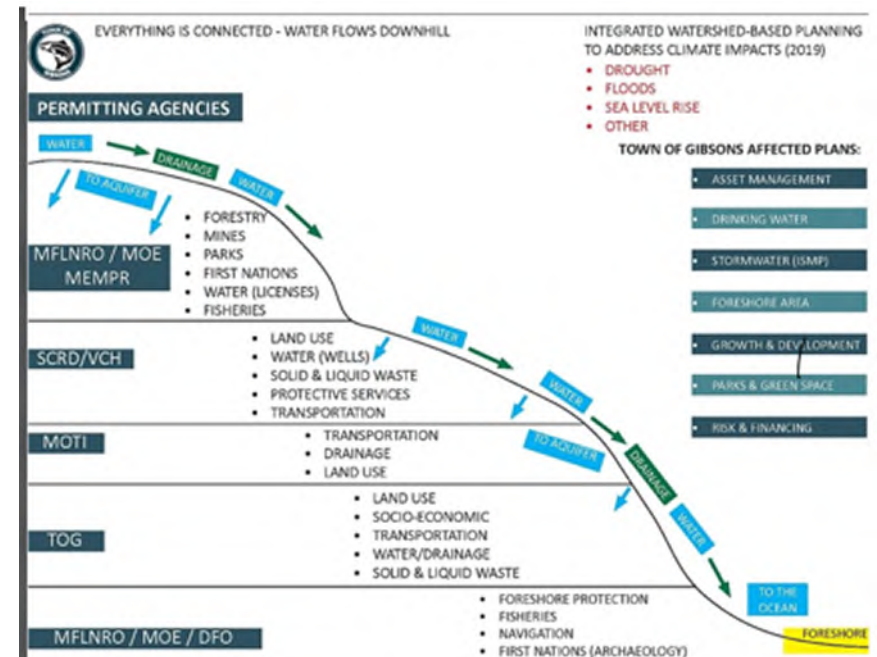
The land and surrounding environment protect the natural processes that form the shoreline. Marine and terrestrial habitat, as well as sensitive habitat and features exist, which are important to support a vibrant marine ecosystem.

The Islands Trust interactive mapping (MapIT) application is available online and provides more information about regulations. Although mapping is informative, it cannot replace observations made by walking the site and surrounding areas, particularly noticing seasonal and other changes over time.

It is important to note that while the following points refer to ownership and jurisdiction, all of B.C.'s coast is subject to aboriginal claims based on traditional use by First Nations and constitutional recognition of Aboriginal Title and Rights.

To highlight the multiple jurisdictions that regulate water the following water model in Figure 1 highlights how watershed planning can help to address climate impacts such as droughts, floods, and sea level rise.

Figure 1: Permitting Agencies | Integrated Watershed Model



Source: [2020-07-28 Gibson's Source to Sea Project.pdf \(civicweb.net\)](#)

The federal government has jurisdiction over offshore waters – from the low water mark out to 12 nautical miles along the outer coast. The Federal Department of Fisheries and Oceans (DFO) is responsible for fisheries protection provisions to prevent serious harm to commercial, recreational, and Aboriginal fisheries under the *Fisheries Act*, including shoreline “riparian” habitats, as well as for maintaining maritime safety through the Coast Guard. Transport Canada is responsible for preserving the public right of navigation under the *Navigation Protection Act* (2014) in waters listed in the schedule to that Act. The public right of navigation

will continue to be recognized in common law for navigable waters not listed in the Act. Port Authorities are also established under federal legislation to manage major harbours and facilities that are federal Crown lands, such as Victoria, Metro Vancouver, Port Alberni, Prince Rupert, and Nanaimo harbours.

On B.C.'s coast, the area between high tide and low tide (the foreshore area) is owned and controlled by the provincial government as well as the beds of inland seas such as the Strait of Georgia, Juan de Fuca Strait and Johnstone Strait. Foreshore area is never privately owned, though the Province may grant leases and licences for special uses of the foreshore – like gathering oysters or building docks and wharves. [Land Use - Private Moorage - Province of British Columbia \(gov.bc.ca\)](#)

The Land Tenure Branch (under the Ministry of Forests, Lands, Natural Resource Operations and Rural Development) administers lands in the foreshore area and issues permits, licences or leases for a wide range of uses – private and public moorage, wharves, marinas, aquaculture, and log storage to name a few. Consultation with First Nations is an important consideration with development around the coastal lands. It is part of land and resource decision-making. The following link outlines communications protocols with First Nations.

[Consulting with First Nations - Province of British Columbia \(gov.bc.ca\)](#)

The Province may also establish regional coastal zone or estuary management plans. Use of the foreshore is also subject to local

government land use regulations. *Source: Regulations Affecting BC Marine Coastal Shorelines Green Shores™ Background Report Shoreline Regulations and Permitting Processing BC 2014*

Professional Organizations Engineers have been involved in shoreline ecological restoration for some time. For example, in 2010 Jericho Beach enabled the opportunity to return the shoreline to its natural state and allowed for return of native plant habitat. Dangerous materials, such as creosote treated piles were removed.

The experience in undertaking flood plain restoration shows that a co-ordinated approach is essential and Community buy-in is required. An example of a multidisciplinary team has been the Shoreline Protection for the Town of Comox which commenced in 2011.

(Source: [Waters | Nanwakolas Council](#))

The Team included the K'omox First Nation, an archaeologist, a biologist/fisheries expert, a wave modelling/coastal engineering specialist, and a geotechnical engineer. The Foreshores dynamic nature made the Project extraordinarily complex. In addition, an archaeological site was located. *(Source: Innovation 2018 Engineers and Geoscientists BC). In 2016, the Association of Professional Engineers of BC (APEGBC) released a position paper entitled Human-Induced Climate Change which was followed in 2017 by professional practice guidelines, Flood Mapping in BC.*



1. Low Bank Beach of Jericho Beach, Vancouver, BC



Pictures 3 and 4 depict Low Bank Beaches in Comox, B.C. Rocks and logs are used as a natural approach to slow tidal flows and to prevent erosion.



2. Beach Images: Stanley Park, Vancouver, BC
Rocks placed to slow tidal action



LEGISLATIVE FRAMEWORK FOR SHORELINE PROTECTION STRATEGIES

An overarching goal of government regulation is to strengthen opportunities for protection of archaeological resources, sensitive ecosystems, shoreline integrity and function, and public access to marine ecosystems.

The Islands Trust has policies that give local island trust committees the ability to amend Official Community plans and Land Use bylaws. Policies to manage development on shorelines through its preserve and protect mandate, is expressed through

the Islands Trust Policy Statement that reflects the values expressed by Island Trust communities.

1. Islands Trust Policy Statement

The Islands Trust policy statement guides land use planning and development through the preserve and protect mandate of the islands trust. It includes goals and policies that reflect the values and concerns for the future of the trust area. Local trust committee official community plans and land use bylaws must comply with the policy statement. There are several policies which speak broadly for shoreline protection, and more specifically for the implementation, regulation and use of foreshore development for policies in the Islands Trust. These are listed in Appendix 1: Policies in the Islands Trust. Note that the Islands Trust Mandate in Section 3.4.4 requires that Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas protection of sensitive marine areas and in Section 3.4.5 requires that Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

2. Official Community Plans

Official Community Plans allow local governments to set objectives and policies to regulate future growth and development in communities. The OCP divides the communities into residential, commercial, agricultural, institutional, industrial, and other land uses. The OCP outlines when these uses are needed and provides policy direction on how, when and where each land use will be located. Designated uses can be outlined on OCP maps.

The Official Community Plans within the Islands Trust area have included the Objectives and Mandate in a variety of ways. The following communities demonstrate how they have amended their OCP's to address shoreline protection.

The Saturna Island Official Community Plan highlights the legality of the Islands Trust Object. Over the years the provincial legislature has reaffirmed the Islands Trust object.

"The object of the trust is to preserve and protect the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia." (Sec.3 Islands Trust Act).

This legislated objective defines the purpose of providing authority to the Islands Trust for land use regulation. The challenge is how to employ the available planning powers of the Local Government Act to preserve, protect, and effectively maintain the rural nature, health, natural environment, and vitality of the Saturna Island community.

The strength and obligation of the Trust mandate has been more clearly defined by the Court in the Galiano Island vs. McMillan Bloedel case. The BC Court of Appeal found that when a Local Trust Committee exercises its powers "to preserve and protect" an amenity, it is not acting in bad faith, but rather carrying out its assigned duty under the Islands Trust Act. Official Community Plans and Land Use Bylaws can be explicit and either more restrictive or permissive when furthering the objectives than would be acceptable in other local governments in British Columbia. The

Court's decision affirmed the powers and obligation of each Local Trust Committee to further the object of the Islands Trust Act.

The Galiano Island Official Community Plan elaborates on Principles.

- a. This Plan advances the Object of the Islands Trust to "preserve and protect the Trust area and its unique amenities and environment" and supports the limitations the Object presents for the type and scale of development in the Galiano Island Local Trust Area.
- b. Several First Nations have traditional ties and territories on Galiano. The community supports continued and strengthened collaboration and cooperation with First Nations in planning land and resource management and protection of cultural heritage and sites.

One method of regulation is via Development Permits as established in Section 919.1(1)(a) of the Local Government Act for the protection of the natural environment, its ecosystems and biological diversity. An example is Ballenas Winchelsea Official Community Plan, which elaborates on the justification of a Shoreline Development Permit area. The Plan notes that the Object of the Islands Trust to "Preserve and protect the Trust Area and its unique amenities and environment of the Trust Area for the benefit of the residents of the Trust Area, and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia." Provincial legislation in Section 877(1)(d) of the Local Government Act says that an official community plan must include statements and map designations for the area covered by the Plan respecting restrictions on the use of land that is subject to hazardous conditions, or that is environmentally sensitive to development. It is policy of the Islands Trust Council that protection must be given to the natural

processes, habitats, and species of the Trust Area, including those of open coastal grasslands, the vegetation of dry rocky areas, estuaries, tidal flats, saltwater marshes, drift sectors, lagoons, kelp and eel grass beds and that development activity, buildings, or structures should not result in a loss of significant marine or coastal habitat, or interfere with natural coastal processes. It is also policy of the Islands Trust Council that local trust committees shall in their Official Community Plans and regulatory bylaws, address: the protection of sensitive coastal areas; and the planning for and regulation of development in coastal regions to protect natural coastal processes.

Land Use Bylaws also regulate Shoreline uses. North Pender Island, for example has 1 Ecological Zone and 6 Water Zones.

Developments to ensure they meet the policies and objectives of the Official Community Plan (OCP) as well as the regulations of the Zoning Bylaw. The OCP specifies areas that fall under a Development Permit Area (DPA).

Local governments may designate areas of land as development permit areas to be used for one or more purposes. The eligible purposes of a development permit area are:

- Protection of:
 - The natural environment, its ecosystems and biological diversity
 - Development from hazardous conditions. Protection of development from wildfire, land slide, flooding, erosion, and other hazards
 - Farming
- Revitalization of an area in which a commercial use is permitted
- Establishment of objectives for the form and character of:

- Intensive residential development
- Commercial, industrial, or multi-family residential development
- Development in a resort region
- Promotion of:
 - Energy conservation
 - Water conservation
 - Reduction of greenhouse gas emissions

Designating a Development Permit Area

Local governments may designate a development permit area in an official community plan. The plan must describe the special conditions or objectives that justify the designation.

The local government must also specify guidelines for how proposed development in that area can address the special conditions or objectives. These guidelines may be specified by zoning bylaw.

In the Islands Trust many locations include Development Permit Areas within Official Community Plans to implement Islands Trust Policy Statements to Preserve and Protect mandate.

The promote high quality developments in terms of design, performance, and environmental protection. Most lands within jurisdictions are subject to the provisions of one or more development permit areas. Therefore, prior to commencing subdivision, construction, or the clearing or alteration of land, a development permit may be required for one or more of the following purposes:

The Island Trust Shoreline DPA (DP-3) is an example of a policy that has designated an area for which development approval

information may be required as authorized by Section 484 of the Local Government Act.

Examples of Coastal Development Permit Guidelines are included:

1. northcowichan.ca/assets/MarineWaterfront.pdf
(North Cowichan Development Permit)
2. foreshore-development-permit-area.pdf
(Campbell River)

Development Permit Areas can help local government achieve development objectives by providing guidelines on the design, appearance, and performance of a development. A development permit cannot vary the use or density of land, or a flood plain specification. The only exception is where the permit is essential to health, safety, and protection of development from hazardous conditions.

Keats Island community in conjunction with the Island Trust planners conducted a Shoreline Review Project. This action was taken in response to community concerns related to the general increase in development on Keats, and more specifically to the increase in dock development. The attached report outlines a strategy that encompasses the findings from the consultation and a review of Land Use Policies in the Islands Trust.
[gm-ltc 2020-06-15_keats-shoreline_rpt-discussion-paper-working-group.pdf](http://gm-ltc-2020-06-15_keats-shoreline_rpt-discussion-paper-working-group.pdf) (islandstrust.bc.ca)

Zoning Bylaws and Setbacks

One area of inconsistency is between zoning Bylaws and specifically setback requirements. Zoning bylaws regulate Marine Riparian setbacks, and they may differ across local governments and regional districts.

Most jurisdictions now require setbacks on lands within 15 metres upland of the highest high tide mark of the ocean, or the top of bank, whichever is the larger. This is consistent with the Provincial Guidelines as part of its strategy to address climate change impacts. When development is proposed within a specified distance from the high tide mark of the ocean, a report is required from a qualified environmental professional, to eliminate or mitigate impacts of the development on all parcels with marine shorelines.

Often a measure that may stabilize one site can lead to instability on other sites in the area, as wave and tidal actions combined with longshore drift energy are redirected in response to human interventions. To minimize the degree to which this may happen it is preferred that natural measures are deployed to protect marine shores wherever possible. Section 524 of the Local Government Act enables local governments to develop flood hazard area bylaws. When adopting these bylaws, local governments are required to consider the Province's "Flood Hazard Area Land Use Management Guidelines" (the Provincial Guidelines).

Amended in 2018, the Provincial Guidelines incorporate sea level rise (SLR) into land use planning and future development and require that local governments adjust setbacks according to the Year 2100 Global SLR prediction of 1.0 metre, with adjustments made for regional uplift and subsidence. Using the Year 2100 SLR prediction of 1.0 metre as the minimum elevation, local governments can regulate flood construction levels (FCL) of buildings and structures, including docks.

The Provincial Guidelines requires a setback of 15 metres from the future estimated natural boundary (NB) of the sea at Year 2100, or landward of the location where the natural ground elevation contour is equivalent to the Year 2100. It is noted that where sea

frontage is protected from natural bedrock formation, setback requirements may be adjusted as recommended by a qualified Professional Engineer experienced in coastal engineering. Conversely, the recommended setback may be increased based on the site-specific conditions, for example in low-lying areas or areas of known erosion hazard. The Islands Trust is no exception as can be seen from the following table.

The Capital Region District (CRD) Flood Inundation Project 2020 provides detailed information for some of the more southern Islands within the Islands Trust regarding future hazards associated with coastal flooding

related to sea level rise and tsunamis. The following map shows information for Ganges and adjacent area on Salt Spring Island. (Source: Task 2 Sea Level Rise Modelling and Mapping Report Map 2)

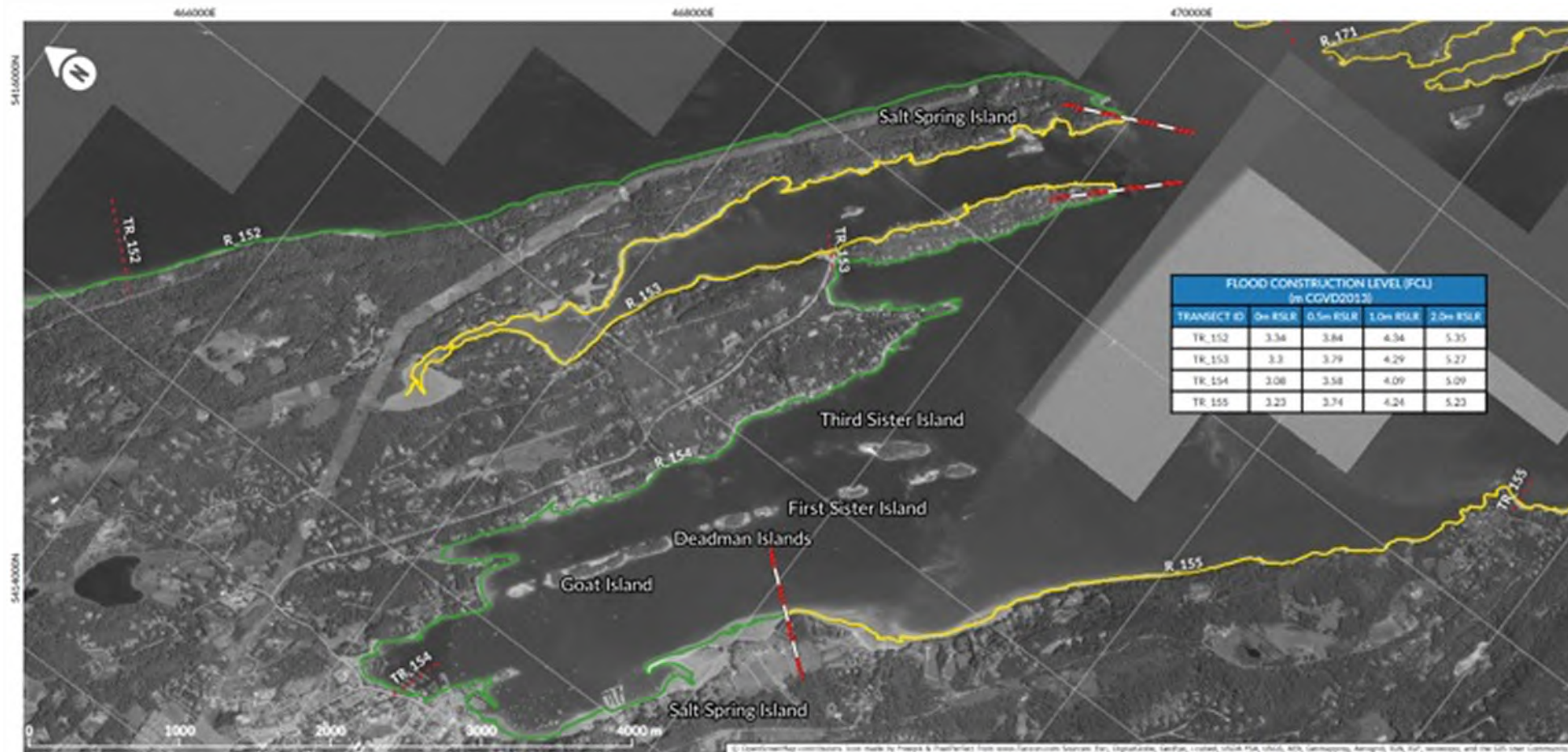


Table 1 Summary of Local Trust Committee (LTC) regulations.

Shoreline Regulation Overview Table	Private Docks permitted (zone specific)	Setback from Natural Boundary of the Sea	Permits Structures in Setback from NB	Exemptions to Setback from NB	Shoreline (or Marine) Development Permit Area
Ballenas-Winchelsea	✓	15 m	-	✓	✓
Bowyer and Passage Islands (Gambier LTA)	✓	7.6 m	Property specific min. setbacks based on historical buildings and structures	✓	-
Denman	✓	15 m	✓	-	-
Gabriola	✓	15 m**	✓	-	✓
Galiano	✓	7.5 m	✓	-	✓
Gambier	✓	15 m	✓	✓	✓
Gambier Associated Islands	✓	7.5 m	✓	-	-
Hornby	-	15 m	-	✓	-
Lasqueti	✓*	15 m**	✓	-	-
Mayne	✓	7.5 m	✓	✓	-
North Pender	✓	15 m	✓	✓	✓
North Pender Associated Islands	✓	15 m	-	-	✓
Salt Spring	✓	15 m**	✓	✓ (zone specific)	✓
Saturna	✓	7.6 m	✓	-	-
South Pender	✓	7.6 m	✓	✓	-
Thetis	✓	7.6 m	✓	✓	-
Thetis Associated Islands	✓	10 m	✓	-	-

*Docks permitted on specific lots only. Rezoning required for additional docks.

**May be reduced with engineer certification.

Natural Boundary Considerations

One of the key components of Development Permit requirements is establishing setback requirements. With regards to Shoreline protection, the establishment of the Natural Boundary is a key component as it impacts setback distances from hightide.

The 2010 BC Supreme Court case *Lawrence v. British Columbia* (Attorney General) 2010 accepted of the method of determining the natural boundary as shown in the figure below.

The Natural Boundary means the visible high-water mark of the sea, a lake, a stream, or other body of water, where the presence and action of water are so common and usual and so long continued in all ordinary years as to mark upon the soil or rock of the bed of the body of water a character distinct from that of the ban. (The definition is defined in the BC Land Act <https://www.bclaws.gov.bc.ca/civix/document/id/91consol15/91consol15/79214#section14.>) and in the case of a lot having a surveyed high-water mark means the high-water mark. LUB should provide the following regulations for siting of buildings and structures in relation to the natural boundary of the sea:



Source: Greenshores Credits and Ratings Guide

The following features may project into a required setback area:
o steps, eaves gutters, cornices, sills, chimneys, or similar features, provided they do not project more than 1.0 metre

(3 feet) into the required setback area or 0.5 metres (1.5 feet) in the case of a side yard setback area;

- o balconies, decks, and sunshades, provided that they do not project more than 1.0 metre (3 feet) into the required setback area;
- o retaining walls may be located in any required setback area except the setback from the natural boundary of the sea.

Marine/Coastal Policies

- a. Develop and implement a Marine Action Strategy to identify, prioritize and resource local actions for protecting and maximizing waterfront and marine resources as important assets providing valuable ecological services, and social, cultural, and economic benefits.
- b. Continue to build partnerships and collaborate to monitor and protect waterfront and marine areas. Establish a Marine Working Group to coordinate and align efforts of all coastal stakeholders and agencies with jurisdictional authority and interests in the local marine environment.

Objectives

- a. Recognize, value, and promote ecosystem services provided by coastal and marine environments.
- b. Protect, restore, and enhance the ecological features and functions of coastal and near shore areas.
- c. The Islands Trust should continue to work collectively across each of the Gulf Islands to help sustain a healthy marine environment.
- d. Play a proactive leadership role and work with First Nations and senior governments to monitor and address marine issues such as unauthorized mooring, derelict vessels, and ship and non-point source pollution of the coastal environment.
- e. Continue to participate in initiatives and forums to enhance dialogue and collective action among First Nations, local and regional governments, marine stakeholders, and community

organizations to support the health and sustainability of the Gulf Islands.

f. Support participation and benchmarking activities in the provincially led cumulative impacts project for the Gulf Islands. Work with other agencies and groups to inventory and more closely to define environmentally sensitive areas in the marine environment.

g. Plan and design waterfront sites to minimize impacts on the marine environment, in accordance with best management practices, all federal and provincial regulations. Refer to Province's Develop with Care resource, and Island Trust's development permit guidelines. The purpose of a Development Permit Area (DPA) guidelines is to designate for the protection of the natural environment, its ecosystems and biodiversity. DPA requires applicants to provide information on the anticipated impact of development activities on the natural environment, pursuant to the Development Approvals Information requirements outlined in sec 30 of the Local Government Act.

h. Infill of marine areas to create additional upland developable area beyond the natural boundary is strongly discouraged. Where required for contaminated sites remediation and coastal flood protection, the location and shoreline alignment of structures should wherever possible follow High Water to maintain marine channel area. Wherever possible, apply 'Green Shores' principles in their planning and design for shoreline restorations projects.

i. Ensure foreshore development is undertaken in a manner that secures and enhances public shoreline access without adversely affecting aquatic habitat. Access points should be practical and universally accessible for public use and enjoyment.

j. Support opportunities for coordinated project review with senior governments and First Nations for projects proposed within the marine environment. It is strongly encouraged to contact the Archaeological Branch to prior to development along shorelines

to determine if there could be the presence of culturally significant artifacts.

For Shore line development made to the BC Ministry of Forests, Lands, Natural Resource Operations and Rural Development for private docks and floats, these applications will only be accepted by the Islands Trust if the following criteria are met: Adherence to the Integrated Land Management Bureau (ILMB) policies regarding public notification e.g. Local First Nations and is in keeping with best management practises, planning and design standards, e.g. shared access and dock usage whenever possible.

Environmentally Sensitive Areas

a. Marine Shoreline guidelines apply to environmentally sensitive areas. These areas are mapped and included in each of the Islands Trust OCPs, and accompanying Development Permit Applications. Shoreline developments within the Islands Trust may lie within multiple development permit areas. It is advised Property owners work with a Qualified Environment Professional to meet the requirements within each DPA. In the case of guidelines for areas designated for the protection of development from hazardous conditions, development proposals which include marine or riparian areas must also be submitted to Fisheries and Oceans (Canada) for authorization and should be subject to any conditions or limitations determined necessary or appropriate by Fisheries and Oceans (Canada).

Objectives and Justification

The objectives of Development Permit Areas are to:

- i. protect areas of highest biodiversity and ecological sensitivity within the Gulf Islands including ground and surface water, shorelines, forests, wildlife habitat features and rare and endangered ecosystems and species.

- ii. ensure that ecosystem protection and enhancement values are elevated and prioritized, and to specify where and how lands are developed in and around environmentally sensitive areas.

- iii. conserve and steward the natural environment, ecosystems, and biodiversity within the community.

- iv. support the movement of various species by connecting ecosystems through undisturbed open space corridors.

- vi. restore, enhance and protect marine ecosystems; Shoreline ecosystems such as stream corridors, slopes, and nearshore beaches to preserve fish habitat, improve water quality for shellfish harvests.

- vii. minimize and mitigate the environmental and visual impacts of development.

- viii. accommodate recreational and complementary land uses, where appropriate that contribute to the above objectives.

- ix. restore and enhance sites previously degraded or denuded of vegetation.

- x. Discourage any new development in within designated ecological reserves.

b. The Islands Trust has some mapping for designated Environmental Review Areas (ERAs) that are based on Sensitive Ecosystem Mapping completed to provincial standards that describe and classify the ecological diversity, type, and extent of vulnerable or rare ecosystem elements in a given area. Islands Trust Conservancy - Sensitive Ecosystems and Land Use Planning. The terrestrial ecosystems can be viewed using the Islands Trust interact mapping application MapIT and PDF versions of the maps can be downloaded.

These areas have rare or restricted distribution, high biodiversity, and habitat values, and are sensitive to disturbance and human

impacts. Within the Gulf Islands, sensitive ecosystems are not limited to Shorelines but include old forest, mature forest, woodlands, riparian areas, wetlands, and sparsely vegetated, estuarine, intertidal, fresh water and ocean areas.

c. Areas of recent disturbance or modification are not considered sensitive, and include urban and rural residential areas, industrial sites, golf course (excluding natural areas within some courses), gravel pits, roads, hydro corridors, dikes, farmland, and recently logged areas. The Gulf Islands has designated some areas as environmentally sensitive and there are several Environmental Review Areas (ERAs) based on Sensitive Ecosystem Mapping completed to Provincial standards that describe and classify the ecological diversity, type, and extent of vulnerable or rare ecosystem elements in a given area.

The Islands Trust has Sensitive Ecosystem Mapping available on the Islands Trust Geographic Information System to identify Environmentally Sensitive Area (ESA) rankings (Medium or High) based on an ecosystem's sensitivity to disturbance, ecological importance, and provincial rarity according to its BC Conservation Data Centre status. Ecosystems with high percent of recent disturbance are ranked as Low (not highlighted on ESA mapping).

ERAs may not represent all sensitive ecosystems present within a given area or site. The Islands Trust relies on the most updated information, acquired through site-level bio-inventories and assessments as required for Development Permits. As new information becomes available, and buffer areas are determined by Qualified Environmental Professionals (QEPs) to maintain ESAs,

OCP's and Development Permit areas can be amended along with Geographic Information System ESA map layers, which should be referenced for detailed ESA information over time.

d. Development within and adjacent to these sensitive ecosystem areas will be reviewed against and subject to OCP environmental objectives and policies that seek to ensure ecologically sensitive development. Development should be carried out according to permits issued pursuant to these guidelines.

Conclusion:

This discussion paper is intended to identify and document existing policies and regulations related to updating LUB and policies for shoreline in LTC's and to make recommendations as to potential updates to these policies and regulations.

The options presented in this report outline initiatives underway in other communities and jurisdictions. One of the major issues impacting changes in regulations is the impacts of Climate Change on coastal communities specifically sea level rise. The goal of the Islands Trust is to support policies to improve Shoreline Protection and to include Indigenous perspectives in project planning. The report represents some potential regulations that could be enacted that response to specific concerns from the community. It is recommended that Climate Change and Indigenous reconciliation be used as the catalyst to review and update LUB's specifically to introduce Shoreline Development Permit Areas as this regulatory tool as this has the best potential for impacting the areas of concern.

RECOMMENDATIONS

First Nations

1. To recognize areas of cultural significance the Local Trust Committee could consider designation of a Heritage Conservation Areas or adopt Heritage Bylaws to protect heritage cultural resources similar the projects completed on South Pender and Saturna.
2. Through government-to-government meetings, Local Trust Committee may wish to commit to meeting regularly with Indigenous First Nations stakeholders on land use planning issues. Also, the internal referral/advisory role between Islands Trust planning staff and the Intergovernmental Liaison appears to still be in a growth phase as new processes work towards collaboration on meeting the mandate of the Islands Trust.
3. The LTC Policy Statement should be revised to incorporate UNDRIP and DRIPA & the Islands Trust Reconciliation Declaration. The goal is to support more thorough Islands Trust project work to improve Shoreline Protection from an Indigenous perspective.
4. Based on feedback from Islands Trust staff it was mentioned that the Islands Trust Staff Report template could be updated to support a requirement to consult based on the intent of UNDRIP and DRIPA and the Islands Trust Reconciliation Declaration. This would give clear direction for greater consistency in approaches toward reconciling Indigenous Rights. In addition, to the Provincial public notification process the Islands Trust could develop a referral letter and provided to property owners regarding shoreline development for docks.

5. Consider working with First Nations and the Department of Fisheries and Oceans (DFO) to establish conservation areas to protect shellfish aquaculture, traditional shellfish harvesting, water quality and the protection of the marine environment. Due to the depuration areas such as the Sooke Basin and the closures of fisheries and shellfish harvesting (mandated by the Department of Fisheries and Oceans, DFO). Applications are no longer accepted for private moorage structures. Private moorage structures are not compatible with Designated Use Areas.

Land Use Planning Documents

6. Consider the establishment of Development Permit Areas (DPA) in Official Community Plans pursuant to the Local Government Act Section 488(1)(a) for the protection of the natural environment, its ecosystems and shoreline biological diversity; and Section 488(1)(b) for the protection of development from hazardous conditions. Consider updating Land Use Bylaws to clarify under what circumstances a development permit is triggered. Also revise Zoning Bylaws in regard to regulations to setbacks on Uplands from Shorelines.
7. DP requirements need to be consistent with the intent of Shoreline/Floodplain and the Riparian areas policies. This is required to balance development with protection of the environment. Mayne Island Official Community Plan includes a section on coastal waters and foreshore in which it states the local trust committee may: a) amend its bylaws to allow erosion protection structures to be

regulated through development permits; and b) consider on a case-by-case basis.

8. Shoreline Development Permit Area could be added to Land Use Bylaws. Islands Trust Staff have suggested that all surrounding islets also be included in the DP area.
9. Consider Implementation of a Shoreline Bylaw to strengthen the Land Use Bylaws and Official Community Plans. Develop LUB using shoreline mapping for all islands and highlight unique characteristics of the shoreline within the six beach types. For example, many Islands have flat beaches, cliff bluffs, rock, clay or marsh till. This will help to focus on more site-specific regulations and better protect marine ecology and support salmon spawning grounds, eel grass, and shellfish fishery. Problem areas for habitat protection and erosion of cliffs affecting setbacks should be identified as this could be a precursor to development of bylaws. Exemptions may be necessary if a specific issue does not exist. Shoreline mapping is available on MapIT and can be leveraged for shoreline protective bylaws.

Definitions:

10. Have a consistent definition for “shoreline” and “development” on the shoreline in all Islands Trust documents in accordance with the BC Land Act definition.

Setbacks are the primary tool for regulating where buildings locate. Need to define consistent setbacks for marine shoreline s. Implement consistent requirements for measuring Natural Boundary and have surveyor confirm exact High-Water Mark. Need to define “natural boundary” and “natural grade” in relation to “shoreline” and Sea Level Rise (SLR). The table

highlights LUB setback requirements from the natural boundary of the sea for buildings and structures and requires amendments to be consistent with the Provincial Guideline of 15metres.

Rather than amending the LUB to update the setback measurement, one option would be to amend the LUB to refer to the flood protection bylaw for setbacks from the natural boundary of the sea. This would align with the existing Provincial Guidelines, and with any future amendments to the setbacks to the sea as required by the Province.

Climate Change

11. Washington State requires all local governments to develop Shoreline Management Plans: Oak Harbour. WA. U.S. Appendix A: Summary List of Recommended Actions Page 1 (washington-apa.org) is an example we have included. This may be an option for LTC. to outline how protection of marine ecology will be managed and provide Climate Change Policy Recommendations: Undertake study of sea-level rise, and floodplain regulations. The Province of BC has provided Coastal floodplain maps to identify coastal flood hazards, such as sea level rise, and to provide guidance to coastal communities in land use planning, bylaw development and sea level rise adaptation strategies. [Microsoft Word - TEXT-20110627.doc \(gov.bc.ca\)](#) These maps will help to shape future policies with regards Flood Construction Levels and Sea Level Rise.
12. The Islands Trust mapping for the 21 Islands, supplemented by BC and CRD Mapping continue to be used to provide an evidence-based approach for identification and appraisal of options for future bylaws

that deal with Sea Level Rise Management management for in the Islands Trust communities. In particular, the analysis provides the types of land use, key assets, services and indicative economic values that exist in areas at inundation risk and this evidence will help to develop the objectives for and assess the impacts of different management options.

13. The Islands Trust should continue to conduct assessments of areas where Sea Level Rise risks exist and communicate these risks to Island Trust Committees and the community. The methods and mapping data sets used should be standardized so it can be applied to all Trust Communities. It is essential to consider the value in assessing inundation risk that could occur from flooding of drainage and other water systems. Data generated from this project could be used to create maps to show where such non-connected low-lying areas are located.

Best Practices – Islands Trust

16. There has been considerable work undertaken by Island planners and with the knowledge, and thorough

research and policy analysis of work it makes the most sense to utilize this project work for proposed Development Permit Areas. There are valuable best practices and details included in the shoreline projects for Keats Island and Lasqueti which is applicable to other islands. While there are differences for each of the islands, therefore these differences such as size, transportation needs, the purpose and function of docks will vary. [gm-ltc_2020-06-15_keats-shoreline_rpt-discussion-paper-working-group.pdf](#) (islandstrust.bc.ca)

17. Recognizing the organizational structure and directives guided by the LTCs, perhaps it is worthwhile conducting a feasibility study to determine which LTCs are interested in building off of the extensive work carried out over a 2+ year span of time for the Lasqueti Shoreline Protection project and again recently for the Keats Shoreline Protection project?

APPENDICES

REGULATIONS – ISLANDS TRUST AND OTHER EXAMPLES

Across the Islands Trust, each Local Trust Area has adopted individual Official Community Plans (OCP) and Land Use (Zoning) bylaws.

Bowen Island Municipality

Marine Resources/Foreshore: The sea provides visual, auditory, recreational, and other tangible and intangible values that can be experienced from island and off island locations, as well as providing habitat for marine life and birds. Pollution of the foreshore can preclude its use by people and by all or some forms of wildlife. Excessive building and tree clearing on the shoreline can destroy fragile plant communities and the views for residents and the boating public. Objectives are to protect the natural and scenic values of the coastline that provide the rural maritime atmosphere of the island; to protect coastline habitat areas for marine life and to identify, protect and preserve sensitive coastal vegetation. The Land Use Bylaw will set out detailed provisions related to siting, setbacks, size, configuration, width, materials, and projections for private moorage. The importance of the marine environment as a recreational resource for island residents and visitors will be affirmed through the continued maintenance of existing beach and shoreline access and establishment of new beach and shoreline access where such access does not detrimentally affect the marine environment and associated wildlife.

Denman Island Local Trust Area

A guiding objective is to protect the foreshore, coastal waters, and native marine life and to retain sufficient natural habitat to ensure the preservation of native species...The foreshore (or intertidal) area is defined as the land located between highest and lowest tides.

Gabriola Island Local Trust Area

The objectives include to manage coastal marine resources in keeping with the Islands Trust preserve and protect mandate; To preserve and protect unique, rare, or representative marine plant and animal communities in their natural habitats; To protect the natural and scenic values of the coastline; To provide opportunities for the commercial uses of the foreshore and coastal waters; To recognize the importance of the existing log storage areas in the; To promote the recreational and commercial use of the area's aquaculture resources; and To encourage the sharing of docks and wharves. Within Development Permit Areas there are policies regarding no alteration or disturbance causing a negative impact to the foreshore habitat or erosion in upland areas.

Mudge Island

Since there is no ferry service, large or bulky items such as vehicles and building materials are transported by boat or barge to and from the island. Barges use either Moonshine Cove's beach or the deeper foreshore nearby at a public access point. Davidson Bay is also used for launching and retrieving boats. Objectives are to minimize disturbance and pollution of the foreshore and the surrounding waters and conflicts between marine and foreshore users and uses.

DeCourcy Island

The Official Community Plan notes that the foreshore and the ocean are fragile and valuable components of human and marine life habitat. Interference with the natural systems and their appearance should therefore be kept to a minimum. 1) Moorage space for residents and owners should be centralized at one or more locations. 2) Private floats and docks serving only individual lots should be discouraged. 3) Houseboats should not be permitted. Water General (W-1) Zone (i) Boat and seaplane moorage associated with single family uses located on adjacent upland.

Gambier Island Local Trust Area

Marine and Foreshore Areas Policy states that zoning should allow: cooperatively owned or operated docks to provide marine access to residential areas as a means of minimizing the need for upland road links between residential communities and to limit the need for multiple dock development along the shoreline. Also, property owners are encouraged to retain natural vegetation on any land sloping towards the shoreline. The Local Trust Committee may issue development permits to protect the natural environment, its ecosystems and biological diversity for Marine and Foreshore designated areas considered to have potential fishery resource values.

Keats Island

The Official Community Plan states that the integrity of foreshore features, shoreline features, and intertidal processes should be maintained by: a) discouraging uses that disrupt natural features and processes, and encouraging owners of shoreline properties to retain, wherever possible, natural vegetation and natural features on areas sloping towards the foreshore; b) supporting the prohibition of filling, deposit, excavation, or removal of foreshore and seabed materials, except for maintenance of navigational channels and existing wharfage areas; c) land use regulations should provide for waterfront developments to be setback sufficiently to allow for natural erosion and accretion processes, without endangering structures; d) where land use regulations provide for private docks, the use of communal or shared docks is encouraged, where feasible, to limit the need for multiple dock development along the shoreline. The location of new buildings and structures should be regulated so as to protect public access to, from and along the marine shoreline and to minimize negative impacts on sensitive coastal environments.

Gambier Associated Islands

Policies in the Official Community Plan state that the LTC should identify and consider protecting ecologically sensitive marine areas. The

LTC should permit and encourage the construction and use of common, community, or communal docks where feasible but permit individual private docks accessory to residential uses where required for access. The LTC should use bylaw provisions to protect public access to, from, and along the marine shoreline. The LTC should, through zoning, the use of setbacks and, where there is supporting mapping, the use of development permit areas: (a) protect the integrity of the foreshore, shoreline, and natural coastal and intertidal processes; (b) discourage uses that disrupt natural features and processes; (c) allow for natural erosion and accretion processes, without endangering structures; (d) encourage owners of shoreline properties to retain, wherever possible, natural vegetation and natural features on areas adjacent to the foreshore; and (e) discourage filling, deposit, excavation, or removal of foreshore and seabed materials, except for maintenance of navigational channels and existing facilities. Modification of the shoreline, such as seawalls, where it can be demonstrated to be necessary to support or protect a permitted or existing use or structure. Preference should be given to shoreline structures that have a lesser impact or enhance ecological functions, including vegetation enhancement, drainage control, beach enhancement, anchor trees, and gravel placement. Shoreline stabilization should not interrupt natural processes solely to reduce erosion of undeveloped land. Vegetation which helps stabilise banks, reduce erosion and provide habitat should be retained or enhanced.

Galiano Island Local Trust Area

The Official Community Plan explains the complex geography and geology of Galiano Island and surrounding islands and waters have produced a tremendous diversity of coastal and marine habitats. Unique relationships exist between terrestrial, fresh water and marine areas; as a result, coastal ecosystems are the most diverse and productive of all ecosystems. Significant recreational, commercial, industrial, and residential activities occur within the shoreline area and this sensitive area is under intense pressure from development and human activity. The Shoreline and Marine designation incorporate as all waters beyond high tide line up to the full boundary of the Galiano Island Local Trust Area. The objectives are: 1) to protect shoreline and marine ecosystems in the local trust area, 2) to ensure public access to the foreshore, and 3) to encourage safe and considerate use of the marine environment. There is a Shoreline and Marine Development Permit Area. Shorelines within the Galiano Island Local Trust Area have high ecological function and values and may be subject to shoreline erosion in some locations. Due to their physical and biological characteristics and situation they need to be carefully managed to avoid potential negative impacts of development. Development and associated shoreline improvements or protection measures can threaten the ecological and physical integrity of the foreshore and upland. The Objectives of the development permit area are:

1. To plan and regulate new development in a manner that preserves and protects the long-term physical integrity and ecological values of shorelines and associated foreshore and upland areas.
2. To manage development to minimize disruption of natural features and processes and to retain, wherever possible, natural vegetation and natural features.
3. To balance development opportunities with the ecological conservation of the shoreline environment.
4. To maintain the public's use and access to these important recreation areas in a way that does not compromise the ecological integrity of the shoreline or put users at undue risk.

5. To adapt to the anticipated effects of climate change.
6. To protect development from hazardous conditions resulting from shoreline erosion.
7. To ensure the form and character of marina development is compatible with the rural environment and minimizes impact to the aquatic environment.

The DPA includes Guidelines and provides information on Shoreline Protection Measures, Guidelines for specific Shoreline Types, Guidelines for Subdivision, Guidelines for Shore Protection Measures Design, Guidelines for Beach Nourishment and Fill, and Guidelines for Shore Access and Parking. There is also a Sensitive Ecosystem Development Permit area with some policies for shorelines.

Hornby Island Local Trust Area

The objectives of the Official Community Plan include, to promote the conservation, preservation or restoration of shoreline, foreshore, and the Island's surrounding marine ecosystem. Policies include 6.7.2.1 All uses of the waters within 1000 metres of the shoreline should be regulated by zoning.

Lasqueti Island Local Trust Area

Objectives include the support conservation-based subdivision layout that protects sensitive ecosystems, heritage resources and reduces parcelization of the natural boundary of the sea and limitation of the density of waterfront parcels.

Mayne Island Local Trust Area

Official Community Plan Objectives include: to retain the public accesses to shoreline and beach areas. The coastal waters within the Mayne Island Trust Area include the surface of the water extending from the shoreline of Mayne Island out to the middle of the Georgia Strait, except where the jurisdictional boundary overlaps with another Local Trust Area when the boundary becomes a line mid-channel. The objectives of this section are to limit the impact of foreshore uses on adjacent uses and on the visual appearance of the shoreline. Private floats, docks or wharves shall be permitted by zoning only for owners of land adjacent to the shoreline of the water area subject to the zone.

North Pender Island Local Trust Area

Sensitive Ecosystem Development Permit Areas are included in the Official Community Plan. Stipulations include: Shoreline structural modifications should be limited in number and extent and should be necessary to support or protect a permitted or existing use or structure. Preference should be given to shoreline structures that have a lesser impact or enhance ecological functions, including vegetation enhancement, drainage control, beach enhancement, anchor trees, gravel placement. Harder construction measures should be avoided where possible. Shoreline stabilization should not interrupt natural processes solely to reduce erosion of undeveloped land, except for agriculture. Vegetation which helps stabilise banks, reduce erosion and provides habitat should be retained or enhanced.

Salt Spring Island

The Official Community Plan objectives include: To give particular attention to the streams, wetlands, and shorelines. The Ministry of Transportation and Infrastructure and other responsible agencies are encouraged to support efforts to create a harbour shoreline that offers access to the harbour and opportunities for walking and traditional recreational activities. Shoreline and Aquatic Use Objectives and Policies are: To protect our marine and freshwater shorelines. To protect the most significant ecological and physical processes of marine and freshwater shorelines; To identify those shoreline areas that are most uniquely suited to or traditionally used for specific purposes such as conservation, First Nations sites, public recreation, boat moorage, aquaculture, industry or transportation; To avoid conflicts between shoreline uses and uses allowed on the adjacent upland; To avoid shoreline uses that impede public access to and along the shoreline; Shoreline identified as uniquely suited to or traditionally used for a specific purpose is designated for that use. Other parts of the shoreline and areas of water are designated Marine; The Local Trust Committee could undertake an integrated coastal area management (ICAM) planning process to identify other appropriate areas where specific designations should be placed. Such planning should take place in consultation with the community, First Nations, and other levels of government; The Local Trust Committee may consider shoreline rezoning applications adjacent to marine dependent general employment zoning which may make upland uses economically viable without detriment to the shoreline/riparian habitat. Shoreline Conservation Designation Objectives are: To protect the island's most environmentally sensitive shoreline areas such as tidal flats, fish and wildlife habitat, sensitive lake ecosystems, estuaries and wetlands that is not suitable for intensive development. and Policies include: Zones created in this Designation should not result in negative impacts to sensitive natural habitat areas. The Local Trust Committee will not consider rezoning applications that would locate large new developments in or next to this Designation. Zoning should recognize the existing aquaculture operation in Walker Hook. However, zoning changes to allow expansion of the operation will not be made, unless it can be demonstrated that there will be no impacts on the area's sensitive environment or First Nation's interests. The Local Trust Committee should support the efforts of other agencies to maintain existing public accesses to the Shoreline Conservation Designation. However, if the adjacent upland is being subdivided, the Subdivision Approving Officer is encouraged to ensure that any new public accesses provide viewing areas rather than direct physical access to sensitive habitat areas. In providing referral responses to Integrated Land Management Bureau, Islands Trust staff will identify any known and identified environmentally sensitive areas or habitat that may be impacted by the proposed use.

Saturna Island Local Trust Area

The Harbours section within the Official Community Plan states that Permanent private moorage facilities, including docks, ramps, floats, and breakwaters, should be as small as practicable given the particular conditions, including shoreline topography, depth of navigable water, exposure to weather and other navigational considerations. These facilities shall be designed to facilitate public access along the foreshore.

The DPA for Lyall Creek states that i) In general, development of the foreshore should be limited, should minimize negative impacts on the ecological health of the immediate area, and should not impede public access. ii) Shoreline protection measures should be limited to those necessary to prevent damage to existing structures or established uses on the adjacent upland. Softer shore protection measures should be considered first, and only if all options to locate and design without the need for shore protection works have been demonstrated to have been exhausted should such works be considered.

South Pender Island Local Trust Area

Marine Use Objectives in the Official Community Plan are a) To allow dock and wharf development for access to and from the foreshore in locations appropriate for public transportation, commercial, park, and residential purposes. b) To allow for access to beaches suitable for recreation and maintain them free from development.

c) To retain areas of foreshore in an undeveloped state. d) To protect against impacts of mariculture operations, marine shipping, or marine based activities. e) To protect the marine areas subject to this OCP from use and development that would detract from present marine, and upland uses or conflict with existing marine life. f) To protect and maintain important foreshore and marine features and habitats. g) To provide for and support foreshore and marine waters use in a manner that does not significantly alter important natural features and habitat. Policies include: The Local Trust Committee may regulate the size and location of docks and other shoreline developments. Coastal Environment Objectives include: To preserve the aesthetic quality of the natural shoreline as viewed from the water and adjacent lands and related policies: Where development is allowed along shorelines, it shall be designed to conform to, rather than conceal, the natural contours of the land that borders the shoreline.

Thetis Island

Official Community Plan includes the entire Island and the seaward area from the shoreline of Thetis Island as identified by the natural boundary of the sea and encompasses all other islands, islets, reefs, the seabed, surface water, and air space. Policies include: Public access to the Crown land foreshore should remain unobstructed and the right to pass around shoreline structures. The integrity of foreshore features, shoreline features, and intertidal processes may be maintained by a) Discouraging uses that disrupt natural features and processes and encouraging owners of shoreline properties to retain, wherever possible, natural vegetation and natural features on areas sloping towards the foreshore. b) Supporting the prohibition of filling, deposit, excavation, or removal of foreshore and seabed materials, except for maintenance of navigational channels and existing wharfage areas. c) Land use regulations should provide for upland waterfront developments to be setback sufficiently to allow for natural erosion and accretion processes, without endangering structures. d) Where land use regulations provide for private docks, the use of communal docks is to be encouraged where feasible and breakwaters are to be prohibited.

Thetis Associated Islands (Ruxton, Reid, Pylades, Hudson, Scott, Dayman, Tree, and Whaleboat)

Official Community Plan Policy: considers the location of future land uses so that their appearance and impact are compatible with and do not degrade or otherwise negatively impact the natural environment, community resources, and the character of existing land uses; the protection of sensitive ecosystems, ecological values and wildlife and fisheries habitats, especially in inter-tidal, estuarine, stream and riparian areas, in accordance with the current published guidelines as expressed in the Forest Practices Code, the Fish Protection Act and other guidelines published by the provincial and federal governments.

Ballenas and Winchelsea

Official Community Plan Policies include: LTC should identify and consider protecting ecologically sensitive marine areas; Zoning should permit shellfish aquaculture within existing tenures; LTC may consider rezoning applications for new leases for aquaculture, other than finfish farms; LTC should recognize and support the marine dependent nature of land uses; LTC should permit one dock adjacent to each private island in order to limit the need for multiple private dock development along the shoreline; LTC should only consider individual private docks accessory to residential uses where necessary for access. These docks should be regulated by zoning; LTC should not permit commercial marinas; LTC should use bylaw provisions to protect public access to, from and along the marine shoreline; use bylaw provisions

to limit structures within the setback from the sea to those related to permitted marine uses and those necessary for access to the foreshore; through zoning, the use of setbacks, and the use of development permit areas: (a) protect the integrity of the foreshore, shoreline, and natural coastal and intertidal processes; (b) discourage uses that disrupt natural features and processes; (c) allow for natural erosion and accretion processes; (d) encourage owners of shoreline properties to retain natural vegetation and natural features on areas adjacent to the foreshore; and (e) discourage filling, deposit, excavation, or removal of foreshore and seabed materials. The LTC should not permit the hardening of the shoreline. LTC should not support ocean disposal applications within the Plan area. LTC should not support the creation of artificial reefs within the Plan area.

Review other Examples

- Oak Harbour SMP

Shoreline Environment Designations

The basic intent of a shoreline environment designation is to preserve and enhance shoreline ecological functions and to encourage development that will enhance the present or desired future character of the shoreline as described in the Comprehensive Plan, other adopted plans and this SMP. To accomplish this, shoreline segments are given an environment designation based on existing development patterns, biological capabilities and limitations, and community objectives. This Master Program establishes seven shoreline environments for the City of Oak Harbor. These shoreline environments include shorelands, surface waters, and bed lands. These environments are derived from and build on policy direction contained in the Oak Harbor Shoreline Inventory and Characterization Report, the Oak Harbor Comprehensive Plan, the Shoreline Management Act, and the Shoreline Master Program Guidelines. The seven Oak Harbor shoreline environment designations are: Maritime, Urban Mixed Use, Residential, Residential - Bluff Conservancy, Urban Public Facility, Conservancy, and Aquatic.

- Natural Resources Canada, Land Use Planning Tools 2012

This publication describes a variety of planning tools being used across Canada to help communities prepare for climate change, increase adaptive capacity, and build resilience. It is directed to individuals and groups interested in climate change adaptation at the local level, including planners and other local government staff, elected officials, community organizations, local residents and business leaders.

Climate Change Land use planning tools for local adaptation to climate change describes seven of the most prominent land use planning tools in use across Canada and explains how communities can use them to more effectively adapt to climate change.

The land use planning processes and instruments employed to manage the use of land and the physical development of a community for the common interest includes a variety of statutory and other measures – bylaws, incentives, information and guidance, spending

programs – may be applied to control how land is used. [Land use planning tools for local adaptation to climate change \(publications.gc.ca\)](http://publications.gc.ca)

- Rural Comox Valley OCP 2014

Natural Environment: Objectives

(4) To protect, restore and enhance coastal shorelines, streams, wetlands, and the marine environment.

Climate change – policies (adaptation)

14. (1) Develop strategies to reduce the environmental, social, and economic impact of sea level rise and increasing extreme storm surge events in coastal areas through development permit area designations and conditions and submission of development approval information in accordance with policies included within this OCP.

14. (2) Work with stakeholders to complete an assessment of risk and susceptibility of the coastal areas to increasing sea level and extreme storm surge impacts.

Rural settlement areas – policies (industrial) (d) public access to the coastal waterfront, where applicable.

Coastal areas

68. Coastal areas are those lands that run parallel to the full waterfront of the CVRD, generally extending from the present natural boundary to the 30-metre bathymetric contour as illustrated on map 3. Activities are typically environmental protection, aquaculture, marine industry, and recreation. This plan seeks to protect such uses while discouraging activities both on the water and the abutting upland areas that could compromise the environmental integrity of the aquatic environment.

Coastal area - objectives

69. (1) To minimize any negative impacts of settlement on the coastal areas. (2) To steward these areas for their environmental and economic benefits. (3) To encourage appreciation of the marine environment, by providing for public access to, and enjoyment of, the shoreline and foreshore in ways that avoid negative impacts to natural systems and processes. (4) To ensure that coastal shoreline development does not alter sediment supply to the coastal environment or sediment transport within the coastal environment. (5) To reduce lighting impacts on species and ecosystems within the coastal area.

Coastal areas - policies

70. The following policies apply to the lands designated as “coastal areas” Rural Comox Valley Official Community Plan 2014 Bylaw No. 337 – Schedule ‘A’ (1) Permit industrial marine and aquaculture uses in the coastal area designation, except for areas within the K’ómoks Estuary where they are prohibited. (2) Notwithstanding above sub-section (1) sustainability and productivity of the K’ómoks Estuary is recognized as being critical for harvesting of aquaculture to K’ómoks First Nation, and it is recognized that the KFN may choose to proceed with aquaculture activities within the estuary at any time. (3) Protect coastal areas per the provisions stated in the natural environment sections of this OCP. (4) Respect the Islands Trust area of jurisdiction that includes the ocean area to the high-water mark of the eastern coast of Vancouver Island from Mud Bay to Comox Point and ensure development within the buffer

extending from the high-water mark to the 30-metre bathymetric contour considers the Islands Trust policy statement. (5) Support dock-side sales and limited on-site sales of aquaculture products that meet legislative requirements to promote economic activities. (6) Work with aquaculture industry stakeholders and small-scale aquaculture operations to support water flow into fish-bearing river systems of the Comox Valley. (7) Apply environmental best practices to all uses within the coastal designation (8) Recognize and support the need of the aquaculture industry to effectively grow seed to replenish existing oyster beds and support in principle the use of power supplies from wharfs for the growing of seed for the aquaculture industry, providing legislative requirements are met. (9) Generally, prohibit hardening of the coastal shoreline through the use of rip rap, concrete embankments and revetment walls, and other similar structural interventions that alter the ecological function and service of the coastal shoreline, disturb natural vegetation, disrupt natural coastal processes, redirect wave energy to adjacent properties, and/or destroy coastal shore habitat, including forage and spawning areas. If a qualified professional has submitted development approval information that concludes that shoreline hardening is required to protect life or a principal building on the property and that the impacts of the proposed hardening can be mitigated, the board may consider issuance of a shoreline protection device development permit. (10) Require preparation of a shore access plan by a qualified environmental professional for development proposals that include shore access and require rezoning or a development permit process to protect against sensitive environmental features and processes being disturbed. (11) Regulate by the development permit process to reduce light trespass (i.e., light that crosses property lines including the present natural boundary) and light glare (i.e., excessive illumination applied to a single area) within the coastal area to avoid disruption of natural activity patterns of coastal and marine species. (12) Assess proposed land uses or development within the K'ómoks Estuary in accordance with a completed and finalized K'ómoks Estuary management plan that has been endorsed by all affected jurisdictions.

Shoreline protection devices

Guidelines where an applicant proposes the installation, replacement, or repair of a shoreline protection device under these guidelines, the design of the device shall contribute to shoreline resiliency by following soft shore (e.g., “Green shore”) principles:

- Conserve or restore natural coastal or riparian processes (e.g., sediment transfer).
- Maintain habitat function and diversity.
- Prevent pollutants from entering the aquatic or riparian environment.
- Avoid or reduce cumulative impacts on the shoreline environment, including coastal or riparian processes. All proposals shall incorporate design elements that contribute to coastal resiliency by protecting or restoring natural coastal processes and habitat. Except when a hardened shoreline is proposed (i.e., based on the findings of a qualified professional that shoreline hardening is required to protect life and/or a principal building), shoreline protection device development permits can be approved under delegated authority. Proposals to harden a shoreline, including replacement and/or maintenance of an existing hard shoreline with similar hard design elements shall require board approval of the development permit.

- Campbell River Sustainable OCP n/a
- Sydney OCP – n/a
- Ucluelet OCP (2011)

3.4 Small Craft Harbour, Marine

The water areas of Ucluelet are generally designated as either: Small Craft Harbour (three water lots); Water Lot (majority of water lots); or Managed Water (remaining water areas not in registered water lots) In addition to these three designations, several water lots are designated in conjunction with the adjacent land-based designation (e.g. Village Square or Residential) Each registered water lot is inextricably linked to various adjacent land uses; hence the relationship between land and water requires careful consideration, which could include parking needs, water and sewer servicing and visual impacts. In conjunction with the sustainability objectives noted in the OCP, the District should consider protecting environmentally sensitive areas and shoreline habitat.

The District shall work with the Department of Fisheries and Oceans to: i. Identify environmentally sensitive areas; ii. Support marine ecology and marine education facilities within the Harbour; iii. Consider alternate long-term uses, such as residential, including a private marina, for the former BC Packers Plant; iv. Consider enhancing public access to the District owned water lot at the foot of Alder Street; v. Support transient boat moorage provided adequate sanitation facilities are located nearby; vi. Require all water lot uses to properly treat and dispose sanitary sewer waste and connect into the District's sewer collection system and access District potable water; vii. Require all structures to apply for and obtain a Building Permit, which addresses health and safety regulations; and viii. Explore ways and means of generating revenue to fund Harbour infrastructure.

2. iii. Managed Water All water areas located between the shoreline and the District boundaries, excluding all registered water lots, are designated as "Managed Water". Managed Water Policies: A comprehensive review of the area within the Managed Water designation will be carried out by the District. Until this time, no uses are permitted within the area, including boat or houseboat moorage.

+ Policies for Development Permit Areas

- Victoria OCP –

SHORELINE ECOSYSTEMS 10.9 Protect and enhance shoreline and marine habitat by: 10.9.1 Considering the establishment of Development Permit Area guidelines that consider best practices such as appropriate building setbacks, guidance for enhancing habitat values and the integration of climate change adaptation planning; 10.9.2 Establishing a Development Permit Area for the east side of the Upper Selkirk Waters to protect the unique natural features of this area; 10.9.3 Investigating the acquisition and designation of shoreline ecosystems through a Parks Acquisition Strategy; 10.9.4 Integrating restoration of natural shoreline features into the development of the Harbour Pathway, where appropriate; 10.9.5 Enhancing the Dallas Road Bluffs through the development of management zones and restoration targets; and, 10.9.6 Developing management strategies and initiatives for shoreline parklands that maintain and enhance coastal sediment processes. 10.10 Work in partnership with the Capital Regional District, the Township

of Esquimalt, the Town of View Royal, the District of Saanich, and other partners to increase coordination in the protection and restoration of Victoria Harbour and the Gorge Waterway. 10.11 Work with partners to assess the projected impacts of sea level rise on marine and shoreline ecosystems and respond to changing conditions through management strategies and development of a Climate and Energy Resiliency Plan [SEE ALSO SECTION 12 – CLIMATE CHANGE AND ENERGY].

- Powell River OCP 2014

5.5 Tidal / Saltwater Riparian Areas. The City is bounded on the west and south by Malaspina Strait. Due to exposure, topography, and historic private/industry ownership of much of the waterfront, direct community interaction, enjoyment, and exposure to the tidal water edge is limited. Increased public access to the waterfront and protection of the environmental quality of that waterfront is a priority for Powell River residents. Upland improvements to support expansion of harbour or any waterfront development must include environmentally sustainable measures.

5.5.1 Tidal/Saltwater Riparian Areas Objectives (a) Protect the shoreline along Malaspina Strait through the use of measures that take natural processes into consideration and do not detrimentally impact adjacent properties. (b) Plan for long-term climate change including sea level rise and associated storm impacts.

5.5.2 Tidal/Saltwater Riparian Areas Policies

(a) All development along the shoreline of Malaspina Strait must plan for a sea level rise of 1.0 metre and associated storm surge and coastal erosion.

(b) Except for shoreline protection measures and marine based structures such as ferry terminals, aquaculture facilities, breakwaters and moorage facilities, new buildings must be located a minimum of 15 metres from the natural boundary.

(c) Minimize the degradation of natural systems through steps such as protecting the foreshore from erosion, by retaining embankment vegetation and through construction that does not require vertical sea walls.

(d) All shoreline protection measures should include environmentally sustainable practices such as the retention and restoration of natural shoreline vegetation, and landscaping strategies that require little or no revetment and minimize erosion but augment bank stabilization, in conformance with the guidelines contained in the 2003 Federal/Provincial publication entitled Coastal Shore Stewardship: A Guide for Planners, Builders and Developers.

(e) Parking lots at or near the water's edge should consider permeable surfaces (e.g., grass, gravel, or open interlocking paving systems) to ensure bio-filtration of hydrocarbons and heavy metals from the undercarriage of vehicles from surface water drainage.

(f) It is recognized that the coastal shoreline undergoes a natural progression of accretion and erosion gradually over the long term or suddenly in severe storm events. The City shall endeavour to map and track this process as it relates to the shoreline for the purposes of land use planning.

(g) The City supports ensuring that storm water runoff from buildings and land is managed through a stormwater management system or other natural bio-filtration system where possible.

REFERENCES

General:

www.islandstrust.bc.ca/islands/island-ecosystems/caring-for-my-shoreline/greenshores-approach-your-marine-waterfront-canadian-edition-final-web-version.pdf (islandstrust.bc.ca)

[Islands Trust Conservancy](#)

[Microsoft Word - GS Jurisdiction Issue Sheet ver4 Oct09Final2.doc](#) (islandstrust.bc.ca)

[Greening Our Shores Workshop Presentations.pdf](#) (islandstrust.bc.ca)

[Critical Areas and Shoreline Monitoring & Adaptive Management Workshops](#) (washington-apa.org)

www.crd.ba.ca/docs/default-source/climate-action--pdf/sea-level-rise-planning-approaches-project-report.pdf?sfvtsn=d29757ca_0

Sea Level Rise:

[coastal-flood-inundation-mapping-project-summary.pdf](#) (crd.bc.ca)

<https://www2.gov.bc.ca/assets/gov/environment/climate-change/adaptation/resources/slr-primer.pdf>

[Coastal Floodplain Maps - Province of British Columbia](#) (gov.bc.ca)

City of Delta Sea Level Rise Strategy (2015): [119360](#) (civicweb.net)

[Sea Level - Environmental Reporting BC](#) (gov.bc.ca)

Island Ecosystems:

[Marsh Fine Sediment](#) (islandstrust.bc.ca)

Planning Tools | OCP + Development Permit Areas

District of Squamish OCP (2018): Development Permit Area guidelines: page 170

Specific Projects:

Bowen Island: [PowerPoint Presentation - Slide 1 \(civicweb.net\)](#)

] [June 2017 Attachment 2 Draft DPA Marine Shoreline Protection \[48138](#)

Lasqueti: [Shoreline Protection Project \(islandstrust.bc.ca\)](#) [June 2017 Attachment 1 Shoreline Protection OCP LUB.pdf](#)
[aug-2017-la-shoreline-mailout.pdf \(islandstrust.bc.ca\)](#)

[Sharing Our Shorelines Presentation.pdf \(islandstrust.bc.ca\)](#)

North Pender:

(brochure): [shorelinesmatterbrochure.pdf \(islandstrust.bc.ca\)](#)

Thetis:

[Thetis-Shoreline-Data-Compilation-for-workshop.pdf \(islandstrust.bc.ca\)](#)

[Summary-Report-Shoreline-Scenarios-workshop.pdf \(islandstrust.bc.ca\)](#)

[LPS Staff Report \(islandstrust.bc.ca\)](#)

[Microsoft Word - 1214420001-001-R-Rev0-Thetis Island Shoreline 24MAY 13.docx \(islandstrust.bc.ca\)](#)

Mapping:

Bowen Island: [Bowen Island Shoreline Maps - Briefing for BIM.pdf \(civicweb.net\)](#)

Lasqueti: [lasquetishorelinemapping.pdf \(islandstrust.bc.ca\)](#)

North Pender: [Map NPShorelineFeatures1.pdf \(islandstrust.bc.ca\)](#)

Forage Fish: [foragefishreport.pdf \(islandstrust.bc.ca\)](#)

South Pender: [Map.ShorelineFeatures.pdf \(islandstrust.bc.ca\)](#)

Thetis: [Review of Thetis Island Shoreline Classification and Recommendations for Shoreline Development - March 31, 2010, Archipelago Marine Research Ltd. \(islandstrust.bc.ca\)](#)

Other:

[Landowners-Guide-September-draft-revised.pdf \(islandstrust.bc.ca\)](#)

[Local Updates \(caorda.com\)](#)

[Hul'qumi'num Heritage Law Case Study Report](#)

[KFN Marine Plan 2012.pdf \(komoks.ca\)](#)

[squamish.ca/assets/OCP_Coastal_marine_planning](#)

Policy Compliance Checklist

Policies for Ecosystem Preservation and Protection

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

	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.
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PART IV: Policies for the Stewardship of Resources

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

	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated, and seasonal demands for water are considered and allowed for.
	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources

	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.
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PART V: Policies for Sustainable Communities

CONSISTENT	NO.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.

	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

CONSISTENT	NO.	DIRECTIVE POLICY
	5.5	Recreation
	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.

	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

POLICY STATEMENT COMPLIANCE	
	COMPLIANCE WITH TRUST POLICY
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:



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

HIGHLIGHTS OF ISLANDS TRUST CONSERVANCY NOVEMBER 23, 2021 BOARD SPECIAL MEETING (OPEN PORTION)

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

1. ORGANIZATION UPDATES/TEAM

- The Islands Trust Conservancy (ITC) Manager welcomed Carmen Smith as the new acting Communications Specialist, noting she was not able to make this meeting, but will be introduced at the January 25, 2022 meeting.

2. STRATEGIC PLANNING/ADMINISTRATION

- The ITC Ecosystem Protection Specialist presented the revised Climate Change project charter. Board members discussed contributions, mitigation and adaptation to climate change, criteria for projects, costs, and staff time. Purpose statement for the program was revised to: *'To conduct a pilot analysis of climate change impacts, including the opportunities for ITC properties to contribute to climate change mitigation and adaptation where possible, for 2—3 ITC Nature Reserves, as a first step in adapting ITC's work to best protect local species and ecosystems through climate futures.'*
- The Species at Risk Project Coordinator presented the Species at Risk project charter which was approved as is.
- The ITC Manager provided an overview to Board members of current staff workloads, and changes over the last three years, and commented that there have been several changes in Islands Trust and ITC administrative systems. ITC staff plan to bring suggestions to the Board in January on how to prioritize work items and manage staff workload, to prevent staff burnout and best meet the goals of the ITC Board.
- ITC Meeting Procedure and Bylaw Amendment decision request was deferred to the January 25, 2022 ITC Board Meeting.
- The Islands Trust Conservancy Board (ITCB) directed staff to schedule the 2022 ITCB meeting dates of March 15th, May 24th, October 4th, and November 22nd, 2022 as electronic meetings, and list the Victoria office boardroom as the public meeting location.
- The ITCB approved the attendance for Trustees Fast, Fenton, Stamford and Smith to attend the Salish Sea Ecosystem Conference, and allocated up to \$200 for registration.



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

3. COVENANT AND PROPERTY ACQUISITIONS

- The Ecosystems Protection Specialist reported both the Moss Mountain (Salt Spring) Pare-Baile (North Pender) NAPTEP covenants were successfully signed and registered in October and the tax exemption certificates were issued.
- The Ecosystem Protection Specialist presented a conservation proposal to expand the Nighthawk Hill NAPTEP covenant (North Pender) to Board members; noted this was an extension of the current covenant.

4. COVENANT AND PROPERTY MANAGEMENT

- The ITC Property Management Specialist presented the 2021 Nature Reserves monitoring report to the board. Report was accepted as is.
- The ITC Covenant Management and Outreach Specialist presented the 2021 Covenant monitoring report to the board. The report was accepted as is, and staff were directed to address issues identified in the report.
- The ITC Manager presented a development variance permit (DVP) referral for a Hornby DVP application adjacent to an ITC conservation covenant. The Board moved that ITC staff respond to the Hornby Island Local Trust Committee recommending that the development variance permit be declined because of insufficient setback distance from the ITC Covenant and the protected prairie oak (Garry oak) habitat and that the landowner be encouraged to cancel their plans for the construction of a pool in Garry oak habitat. The Board also recommended actions to protect the covenant should the Hornby Island Local Trust Committee approve the application.

5. COMMUNICATIONS AND OUTREACH

- The Ecosystem Protection Specialist briefed board members on bull kelp mapping for the Islands Trust area. Board members suggested making the mapping public and available to researchers, and keeping track of data requests.
- The ITCB accepted the Public Acquisitions Report and the Public Covenants Report (for information)
- Correspondence was received from Margaret Taylor, a Gabriola Island resident. Her letter raised concerns of development on Gabriola. The ITC Board directed staff to forward the letter to the Gabriola Island Local Trust Committee and requested that the Chair respond to Ms. Taylor.

6. FUNDRAISING AND CONSERVANCY SUPPORT

- The ITC Manager provided the 2022-23 budget request to the Board for information, including the updated business case for a Strategic Fundraising position. The budget request was approved at the October ITCB meeting.



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

To find out more about Islands Trust Conservancy and our current goals, to donate to our Opportunity Fund, or to subscribe to email updates, visit our website: <https://islandstrust.bc.ca/conservancy/>

Shortcuts of interest:

- **Goals:** <https://islandstrust.bc.ca/conservancy/conservation-planning/>
- **Opportunity Fund:** (context) <https://islandstrust.bc.ca/conservancy/supporting-local-conservancies/opportunity-fund-grants/> ; (to donate online) <https://islandstrust.bc.ca/donate-to-conservancy/>
- **Request key updates via email:** <https://islandstrust.bc.ca/subscribe/> (NB: by scrolling down, you may also add your home address for a free hardcopy of the Heron newsletter, published three times per year)



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

HIGHLIGHTS OF ISLANDS TRUST CONSERVANCY JANUARY 25, 2022 BOARD SPECIAL MEETING (OPEN PORTION)

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

1. ORGANIZATION UPDATES/TEAM

- Chair and Vice chair elections were held. Trustee Stamford was acclaimed as Chair of the ITCB. Trustee Fast was acclaimed as Vice-Chair of ITCB.

2. STRATEGIC PLANNING/ADMINISTRATION

- The ITC Manager presented the Board with a 2022-23 ITC Work Planning package and request for decision. The ITC has a small team that is working to meet existing commitments with respect to current conservation proposals and land management projects. Woven through all its work, the ITCB has committed to strengthening relationships with First Nations. The ITC is also working on a new Climate Change Project to prepare for effects of climate change on lands that are managed by the ITC, and a new Species at Risk Program aimed at species threatened by extinction in the islands. To enable creation of work programs that can successfully meet these commitments, the ITCB directed staff to focus on these new program areas in 2022. ITC will continue to act on high priority conservation opportunities, but will hold other less urgent work until the spring of 2023.
- The ITCB had three readings of Islands Trust Conservancy Bylaw No. 3, cited as “Islands Trust Conservancy Meeting Procedures Bylaw, 2019, Amendment Bylaw No. 1, 2022.” The bylaw will allow the ITC board members to attend meetings electronically.
- The ITCB approved the attendance for Trustees Fast, Fenton, Stamford and Smith to attend the Salish Sea Ecosystem Conference
- The ITCB approved attendance at e-Summit of the Pan Canadian Parks and Protected Areas Research Network for Trustees Stamford and Smith.



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

3. COVENANT AND PROPERTY ACQUISITIONS

- The ITBC noted for the public in the 'rise and report' of the in camera meeting, that it has approved signing of a conservation covenant on Lasqueti Island that is the subject of a Natural Area Protection Tax Exemption Proposal application.
- The Ecosystems Protection Specialist presented a conservation proposal to donate a 2.45 ha NAPTEP covenant on Salt Spring Island, to protect mature forests, wetlands, and connectivity to other protected areas. Decision was made to approve the proposal but defer this securement project until late 2022/early 2023 due to staff capacity constraints.
- The Public Acquisitions and Covenants reports were presented to and accepted by the ITCB.

4. COVENANT AND PROPERTY MANAGEMENT

- The ITC Property Management Specialist presented the Moore Hill Management Plan. Board discussed the cultural significance and public opinion regarding closure of public access and relationship building with First Nations and approved the management plan.
- The ITC Covenant Management & Outreach Specialist provided a slide presentation to Board members, highlighting the top six projects completed in 2021. The ITCB commented this was a great learning experience and requested that these presentations be communicated more broadly to the public.
- The ITC Property Management Specialist presented a slide presentation to Board members highlighting the top restoration projects completed in 2021, noting partners, local conservancies and volunteers have been instrumental in doing this work.

5. COMMUNICATIONS AND OUTREACH

- The ITC Manager advised that an outreach letter had been sent to Gabriola landholders in January in collaboration with the Gabriola Land and Trails Trust. The Gabriola Island Local Trust Committee was notified.
- The ITCB received a letter from Sheila Harrington regarding a book she is developing about land trusts in the islands.
- The ITCB received a building permit referral for information for a greenhouse on a covenanted property on North Pender Island. As the greenhouse is well distanced from the covenant boundary, the ITC Manager advised that staff did not have concerns.

6. FUNDRAISING AND CONSERVANCY SUPPORT

- Trustee Smith provided a verbal update noting that Galiano Island recently completed the new Cable Bay conservation area, including 25 hectares, linking to other conservation areas, totalling 500 hectares of Coastal Douglas-fir forests, and wetlands. There will be a celebration in the spring. The ITCB provided an Opportunity Fund Grant to kick start the project in 2019.



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

- The Budget Report was presented and accepted by the ITCB.
- Trustee Fenton advised that the Thetis Island Local Trust Committee is trying to pull together a program to bring community engagement, stewardship and education. Thetis is working towards community composting.
- Trustee Adams advised she signed up for Land Trust Alliance of BC Indigenous Engagement session and will provide an update.

To find out more about Islands Trust Conservancy and our current goals, to donate to our Opportunity Fund, or to subscribe to email updates, visit our website: <https://islandstrust.bc.ca/conservancy/>

Shortcuts of interest:

- **Goals:** <https://islandstrust.bc.ca/conservancy/conservation-planning/>
- **Opportunity Fund:** (context) <https://islandstrust.bc.ca/conservancy/supporting-local-conservancies/opportunity-fund-grants/> ; (to donate online) <https://islandstrust.bc.ca/donate-to-conservancy/>
- **Request key updates via email:** <https://islandstrust.bc.ca/subscribe/> (NB: by scrolling down, you may also add your home address for a free hardcopy of the Heron newsletter, published three times per year)

Applications

Development Permit

File Number	Applicant Name	Date Received	Purpose
GM-DP-2020.2	Swain, Nicholas & Christine	06-Nov-2020	PID: 026-162-903 Returning land to nature. Civic address: Lot 28, Brigade Bay, Gambier Island, BC.

Planner: Stephen Baugh

Planning Status

Status Date: 11-Jan-2022

File reassigned.

Status Date: 20-Oct-2021

File reassigned.

Status Date: 12-Oct-2021

No change in status.

File Number	Applicant Name	Date Received	Purpose
GM-DP-2021.3	V. Nathan Atchison	27-May-2021	PID: 008-054-134 Lot clearing in DP area. Civic: 507 Shawanabe Road, Gambier Island, BC.

Planner: Stephen Baugh

Planning Status

Status Date: 11-Jan-2022

File reassigned.

Status Date: 20-Aug-2021

Copy of BCLS survey received.

Status Date: 21-Jul-2021

Planner reviewing file.

Applications

Development Permit

File Number	Applicant Name	Date Received	Purpose
GM-DP-2021.5	Brownridge, Jacquie & Joseph	07-Sep-2021	PID: 026-162-857 Moving cottage to different location on lot. Civic address - 1694 Mt. Artaban Road, Gambier Island, BC.

Planner: Stephen Baugh

Planning Status

Status Date: 12-Jan-2022

Survey plan received.

Status Date: 11-Jan-2022

File reassigned.

Status Date: 26-Oct-2021

Planner reviewing.

File Number	Applicant Name	Date Received	Purpose
GM-DP-2022.1	Philip, Carolyn & David	14-Feb-2022	PID: 026-162-890 To bring structures into compliance with setbacks. Civic address: Lot 27 Mount Artaban Road, Gambier Island, BC.

Planner: Kristine Mayes

Planning Status

Status Date: 23-Feb-2022

File opened, assigned and waiting for etransfer.

File Number	Applicant Name	Date Received	Purpose
GM-DP-2022.2	Gorgitza & Pohl, Boris & Dorothy	11-Mar-2022	PID: 013-387-375 To bring existing structure into compliance. Civic: 1005 West Bay Road, Gambier Island, BC.

Planner: Teresa Mahikwa

Planning Status

Status Date: 16-Mar-2022

File opened & assigned and etransfer requested.

Applications

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GM-DVP-2002.1	Land Plan Group Inc.	24-Jan-2002	PID: 014-385-694\nKeats Island - Keats Camp cottage lots - siting variances\nDL 696

Planner: Sonja Zupanec

Planning Status

Status Date: 10-Apr-2008

still on hold pending rezoning

Status Date: 13-Aug-2007

on hold pending rezoning application

Status Date: 16-May-2006

Met with applicant. Outstanding items forwarded for attention. May be add'l fees.

File Number	Applicant Name	Date Received	Purpose
GM-DVP-2021.6	Richards, Michael	29-Apr-2021	PID: 010-211-811 Application for existing gazebo and deck. Civic address: Lot 4, Block 10, Keats Island, BC.

Planner: Heather Kauer

Planning Status

Status Date: 11-Jan-2022

File reassigned.

Status Date: 20-Oct-2021

File reassigned.

Status Date: 12-Oct-2021

No change in status.

Applications

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GM-DVP-2021.8	Atchison, Nathan	20-Oct-2021	PID: 008-054-134 Adjustment in allowable setback. Civic address: 507 Shawanabe Road, Gambier Island, BC.

Planner: Stephen Baugh

Planning Status

Status Date: 11-Jan-2022

File reassigned.

Status Date: 22-Nov-2021

Planner reviewing file.

Status Date: 26-Oct-2021

File opened & assigned.

File Number	Applicant Name	Date Received	Purpose
GM-DVP-2022.1	Philip, Carolyn & David	14-Feb-2022	PID: 026-162-890 To bring structures within compliance with setbacks. Civic address: Lot 27 Mount Artaban Road, Gambier Island, BC.

Planner: Kristine Mayes

Planning Status

Status Date: 23-Feb-2022

File opened, assigned and waiting for etransfer.

File Number	Applicant Name	Date Received	Purpose
GM-DVP-2022.2	Gorgitza & Pohl, Boris & Dorothy	11-Mar-2022	PID: 013-387-375 To bring existing structure into compliance. Civic: 1005 West Bay Road, Gambier Island, BC.

Planner: Teresa Mahikwa

Planning Status

Status Date: 16-Mar-2022

File opened & assigned and etransfer requested.

Applications

Subdivision

File Number	Applicant Name	Date Received	Purpose
GM-SUB-2019.1	G.L. Development Corp. Planner: Stephen Baugh	10-Sep-2019	PID: 012-824-941 Two lot subdivision. Civic address: 650 Dulcie Road, Gambier Island, BC.
Planning Status			
Status Date: 18-Nov-2021 File transferred to Planner Baugh			
Status Date: 27-Oct-2021 Awaiting applicant to meet conditions.			
Status Date: 25-Oct-2021 File transferred from Planner Cox to Planner Dubyna.			
File Number	Applicant Name	Date Received	Purpose
GM-SUB-2022.1	Mulder, Janice Planner: Margot Thomaidis	09-Mar-2022	PIDs: 008-972-460 - Lot 5; 008-972-451 - Lot 4; Lot line adjustment. Civic address: Lot 4 and Lot 5, Passage Island, BC.
Planning Status			
Status Date: 11-Mar-2022 File opened & assigned.			

Islands Trust
LTC EXP SUMMARY REPORT F2022
Invoices posted to Month ending January 2022

630 Gambier	Invoices posted to Month ending January 2022	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-630	LTC "Trustee Expenses"	323.00	409.29	-86.29
LTC Local				
65200-630	LTC - Local Exp - LTC Meeting Expenses	4,120.00	2,452.73	1,667.27
65210-630	LTC - Local Exp - APC Meeting Expenses	370.00	0.00	370.00
65220-630	LTC - Local Exp - Communications	250.00	0.00	250.00
65230-630	LTC - Local Exp - Special Projects	294.00	0.00	294.00
TOTAL LTC Local Expense		<u>5,034.00</u>	<u>2,452.73</u>	<u>2,581.27</u>
Projects				
73001-630-2016	Gambier OCP/LUB	4,000.00	0.00	4,000.00
73001-630-3003	Gambier RAR	3,500.00	610.00	2,890.00
73001-630-4094	Gambier Keats Island Shoreline Protection Review	3,500.00	227.55	3,272.45
TOTAL Project Expenses		<u>11,000.00</u>	<u>837.55</u>	<u>10,162.45</u>

Gambier Island Local Trust Committee Policies & Standing Resolutions

No	Meeting Date	Resolution No.	Issue	Policy
1.	October 6, 2010	GM-082-2010	Guidelines for the appointment of members to the advisory planning commission	It was MOVED and SECONDED that the Gambier Island Local Trust Committee endorses the following guidelines for the appointment of members to the advisory planning commission and requests that such guidelines be posted on the Islands Trust website and are used in any posting to solicit expressions of interest from candidates for advisory planning commission membership: “The Gambier Island Local Trust Committee shall make all reasonable efforts, in the consideration of appointments to the advisory planning commission that members are: - Representative of a broad cross section of the geographical areas of the Gambier Island Local Trust Committee area; - Representative of a range of backgrounds and expertise that is supportive to each other in the consideration of matters referred to the advisory planning commission; - Where feasible and practical of a balanced representation of gender and age groups. Consideration shall be given to the following criteria in any appointment: • Previous experience as a member of a Board of Variance; • Experience on a local government council, board, local trust committee, commission or other body; • Experience with other volunteer boards, commissions or committees; • Experience and credential in a planning, design or related profession; • Experience and credentials in a building or design trade; • Educational background; • Length of residency in the local trust area; • Availability, and willingness to travel between local trust areas.
2.	March 26, 2015	GM-2015-018	Amend APC appointment guidelines	It was MOVED and SECONDED, that the Gambier Island Local Trust Committee amend the APC appointment guidelines to allow for representation of members to be weighted to a geographic area subject to a current top priority project.

No	Meeting Date	Resolution No.	Issue	Policy
3.	October 26, 2017	GM-2017-065	Development Permit Area (DPA) No. 3: Riparian Areas administration	It was MOVED and SECONDED that the Gambier Island Local Trust Committee adopt a Standing Resolution which directs staff to administer Development Permit Area (DPA) No. 3: Riparian Areas in the interim before formal amendments are made to the DPA, as follows: a. The “Designated Area” provisions of Section 12.3.1 of Gambier Island Official Community Plan No. 73 should be used to determine whether or not a proposed development is subject to DPA No. 3: Riparian Areas; b. When development is proposed within the “Designated Area”, applicants shall be required to have a Qualified Environmental Professional assess the water feature to determine whether or not it is subject to the Riparian Areas Regulation; c. When development is proposed within the “Designated Area” of a water feature which is determined to be subject to the Riparian Areas Regulation, a DPA No. 3: Riparian Areas Development Permit shall be required; d. When development is proposed within the “Designated Area” of a water feature which is determined not to be subject to the Riparian Areas Regulation, a DPA No. 3: Riparian Areas Development Permit shall not be required.
4.	December 11, 2017	GM-2017-078	Adding item to agenda	It was MOVED and SECONDED that the Gambier Island Local Trust Committee request staff to add to each agenda “First Nations Activities” under the Reports section.
5.	January 25, 2018	GM-2018-009	First Nations Words, Phrases and Place Names	It was MOVED and SECONDED that the Gambier Island Local Trust Committee adopt the following standing resolution: a) That staff incorporate First Nations’ words, phrases, and place names in Local Trust Committee communications, as appropriate.

No	Meeting Date	Resolution No.	Issue	Policy
6.	November 21, 2019	GM-2019-061	First Nations Reconciliation engagement	It was MOVED and SECONDED that the Gambier Island Local Trust Committee adopt the following standing resolution with respect to First Nations in the Local Trust Area: Whereas the Local Trust Committee seeks to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples, Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavors 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 elders from local First Nations to attend and provide a traditional welcome to the territory; 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.
7.	July 23, 2020	GM-IC-2020-001	Bylaw Enforcement investigation	It was MOVED and SECONDED that the Gambier Island Local Trust Committee request Bylaw Enforcement staff to cease investigation and enforcement of complaints on Keats Island regarding otherwise lawful accessory uses, buildings and structures on a parcel where no principal use exists if the adjacent parcel has a principal use and both parcels are held under common ownership.

Top Priorities Report

Gambier Island

1. *Riparian Areas Regulation*

Implement RAR and protect all watercourses across the Gambier Island Local Trust Area

Responsible

Marnie Eggen

Dates

Rec'd: 26-Oct-2011

2. *Gambier OCP Comprehensive Review*

Revised Project Charter scope Dec. 2018

Responsible

Marnie Eggen

Dates

Rec'd: 12-Feb-2015

3. *Keats Island Shoreline Protection Project - Phase 3*

Review of OCP and LUB to implement shoreline protection measures. Establish Shoreline DPA and updates marine structure regulations.

Responsible

Jaime Dubyna

Dates

Rec'd: 31-Jan-2019

4. *OCP Advocacy Policies - Implementation & Support*

Supporting the advocacy policies of the Gambier, Keats, and Associated Islands OCPs, and Islands Trust Strategic Plan (e.g. woodlots, industrial facilities, Howe Sound)

Responsible

Dan Rogers
Kate-Louise
Stamford

Dates

Rec'd: 24-Oct-2013

Projects Report

Gambier Island

1. *Development Approval Information Bylaw*

Responsible

Date Received

Develop and adopt a D.A.I bylaw for the Gambier Trust Area.

2. *Squamish First Nation Consultation*

Responsible

Date Received

Scope interim strategies pending completion of a possible protocol agreement to address protection of archaeological and heritage resources.

31-Jan-2012

3. *Gambier LUB Review*

Responsible

Date Received

Review Gambier LUB to address:

22-May-2014

- May 2020: clarification around water storage tanks as structures, requirements for screening, and the need for setback placement as part of their use as community amenities in fire protection.
- definition of breakwater
- trams (currently silent)
- advocacy policies around pump out stations
- review of title Wilderness Conservation
- 2013: REVIEW KEATS AND GAMBIER LUBS FOR ACCOMMODATION of OCEAN LOOP GEO-EXCHANGE SYSTEMS
- 2010: GHG Emissions (a more proactive approaches to plan for GHG reductions especially in relation to Policies 6.1 and 6.2 in consultation with SCRD.) Initiative arises from recommendation of SCRD in comments about bylaws 111 & 112.

Projects Report

Gambier Island

4. *Gambier site-specific Water Zones*

Responsible

Date Received

Staff to research the history of Site-Specific water zones on Gambier.

26-Sep-2013

5. *Recreational Camp and Private Institutional Regulation Review*

Responsible

Date Received

Review Recreational Camp and Private Institutional regulations in all Local Trust Area land use bylaws.

28-Jul-2016

Review to ensure that regulations properly balance ecological protection with current realities re: rentals as income source for rec camps.

6. *Keats Island LUB review*

Responsible

Date Received

-review definition of 'structure' to ensure adequate regulation of the siting of underground sewage disposal systems with setbacks to lot lines and the natural boundary of the sea

11-Dec-2017

-review regulations for accessory uses, buildings and structures occurring on parcels where no principal use exists (April 2018 LTC resolution).

7. *Thormanby Islands Foreshore Protection Pilot Project*

Responsible

Date Received

Review of setback regulations and designation of a development permit area for the purposes of protecting the natural environment, its ecosystems and biological diversity and protection of development from hazardous conditions.

26-Jul-2018

Projects Report

Gambier Island

8. *Definition of "dwelling" in Keats Island LUB*

Responsible

Date Received

Review the definition of "dwelling" in the Keats Island Land Use Bylaw No. 78.

28-May-2020

9. *Identification of Crown reserves and properties in GM LTA*

Responsible

Date Received

Identification of all Crown reserves (strips) and similar Crown properties (i.e. islets) in the Gambier Island Local Trust Area.

14-Oct-2021