



Islands Trust

A NOTICE OF A BUSINESS MEETING OF **THE HORNBY ISLAND LOCAL TRUST COMMITTEE**
to be held at 11:00 AM on Friday, February 3, 2012
Hornby Island Community Hall
Central Road, Hornby Island, BC

Revised – February 27, 2012

AGENDA

		Page No.	Approx. Time
1.	CALL TO ORDER		11:00 am
2.	APPROVAL OF AGENDA		
3.	MINUTES		
3.1	Local Trust Committee Meeting Minutes dated October 19, 2011 – <i>for adoption</i>	1-8	
3.2	Section 26 Resolutions Without Meeting Log dated January 24, 2012 - attached	9	
3.3	Advisory Planning Commission Minutes - <i>none</i>		
4.	BUSINESS ARISING FROM MINUTES		11:10 am
4.1	Follow-up Action List dated January 24, 2012 – <i>attached</i>	10-11	
5.	CORRESPONDENCE <i>“Correspondence specific to an active development application and/or project will be received by the Hornby Island Local Trust Committee when that application or project is on the Agenda for Consideration”</i>		
6.	TRUSTEES’ REPORT		
7.	CHAIR’S REPORT		
8.	DELEGATIONS		
9.	TOWN HALL SESSION		11:30 am
10.	APPLICATIONS AND PERMITS		
11.	LOCAL TRUST COMMITTEE PROJECTS		

12.	REPORTS	12:20 pm
12.1	Work Program Reports	
12.1.1	Memorandum dated January 20, 2012 - <i>attached</i>	12-14
12.1.2	Top Priorities and Projects List Report dated January 24, 2012 - <i>attached</i>	15-16
12.2	Applications Log	
	Report dated January 24, 2012 - <i>attached</i>	17-18
12.3	Trustee and Local Expenses	
	Expenses posted to December 21, 2011 - <i>attached</i>	19
13.	NEW BUSINESS	2:00 pm
13.1	Proposed Local Trust Committee Meeting Schedule 2012 - <i>attached</i>	20
13.2	Governance Meeting with Comox Valley Regional District Director and Hornby Island Residents and Rate Payers Association Executive – <i>for discussion</i>	
13.3	Advisory Planning Commission Orientation – <i>for discussion</i>	
13.4	Communications	
14.	BYLAWS	
15.	ISLANDS TRUST WEBSITE	
15.1	Hornby Page - <i>attached</i>	21-23
16.	NEXT BUSINESS MEETING DATE	
	Friday, March 16, 2012 at 12:30 pm at the New Horizons, 1765 Sollans Road, Hornby Island, BC	
17.	ADJOURNMENT	2:30 pm

*Approximate time is provided for the convenience of the public only and is subject to change without notice.

**MINUTES OF THE HORNBY ISLAND LOCAL TRUST COMMITTEE BUSINESS MEETING
HELD AT 12:15 PM, OCTOBER 19, 2011
IN THE NEW HORIZONS
1765 SOLLANS ROAD, HORNBY ISLAND, BC**

PRESENT:	Louise Bell Fred Hunt Tony Law Miles Drew Sonja Zupanec Vicky Bockman	Chair Local Trustee Local Trustee Bylaw Enforcement Coordinator Island Planner Minute Taker
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There were no members of the public in attendance.

1. CALL TO ORDER

Acting Chair Law, called the meeting to order at 12:30 p.m. and advised that Chair Bell and Minute Taker Bockman would arrive on the next ferry.

2. APPROVAL OF AGENDA

The agenda was adopted by consensus.

3. MINUTES

3.1 Local Trust Committee Meeting Minutes dated September 21, 2011

The minutes were adopted by consensus, with the following amendments:

- Page 1, Item 6, third line: remove the text "Trust"
- Page 2, Item 7, second line: change "address" to "attend"
- Page 2, Item 7, second line: change "conference" to "convention"
- Page 5, Item 10, fourth paragraph, second line: change "a" to "this"
- Page 5, Item 10, first, third and fifth lines: change "McKenzie" to "Mackenzie"
- Page 6, Item 4.1, second paragraph, second line: add the text "proposed climate change" before "pamphlet"
- Page 9, first paragraph, fourth line: change "Sonstens" to "Sonstenes"
- Page 9, Item 14.2, third paragraph: delete the last sentence and replace with "B.C. Hydro has agreed to participate in a community information meeting and discussion about Smart Meters prior to installation commencing on Hornby."

4. **BUSINESS ARISING FROM MINUTES**

4.1 *Follow up action list*

Planner Zupanec presented the Follow-up Action List dated October 11, 2011.

4.2 *BC Hydro Smart Meter Program*

Trustee Law reported on communications with BC Hydro that have occurred since the last Local Trust Committee meeting. He stated that BC Hydro has said that the proposed community information meeting and discussion regarding Smart Meter installation on Hornby Island will not take place until 2012 as other communities with earlier installation dates are considered a priority. Trustee Law confirmed with BC Hydro that no Smart Meters have been installed on Hornby yet and that the installation date is scheduled for July, 2012.

5. **CORRESPONDENCE**

5.1 *Email dated October 15, 2011 from Jennifer Armstrong regarding Hornby Island Resort – Zoning Amendment Process*

Received.

5.2 *Email dated October 17, 2011 from Tanya de Frias regarding Hornby Island Visitors*

Received.

16. **CLOSED MEETING**

HO-078-2011 It was **MOVED** and **SECONDED** that the Hornby Island Local Trust Committee close the next part of the October 19, 2011 business meeting to discuss matters pursuant to Section 90(1)(d) of the *Community Charter* to consider adoption of Closed Meeting Minutes and that Staff be invited to attend this meeting.

CARRIED

Acting Chair Law recessed the Local Trust Committee meeting to the public to hold an in-camera meeting at 12:45 pm

17. **RECALL TO ORDER**

Rise and Report from closed meeting.

Acting Chair Law reconvened the Local Trust Committee meeting at 12:50 pm.

Acting Chair Law recessed the meeting for a short break at 12:54 pm.

The meeting was reconvened at 1:00 pm.

6. TRUSTEES' REPORT

Trustees Law and Hunt began by presenting a gift to Chair Bell in appreciation and recognition of her work in chairing the Local Trust Committee over this term.

Trustee Law stated that since the last Local Trust Committee meeting he and Trustee Hunt attended the Vancouver Island Summit on Climate Action at the BC Mayors Climate Leadership Council. He said that there may be a caucus of smaller communities in a future Council to discuss issues in common such as transportation and greenhouse gas emissions.

Trustee Law reported on meetings with BC Ferries representatives and said that there had been a meeting on Denman regarding the proposed cable ferry, adding that he has requested a meeting to address that issue on Hornby. He reported on recent meetings with Mr. Gordon Macatee, BC Ferries Commissioner, on Hornby and Denman Islands. Trustee Law said that because there was a power outage on the scheduled Hornby meeting date which reduced the number of public attending, he has asked for another meeting to be held on Hornby. He said that subsequent to the meetings, he wrote a letter to David Hahn, President and Chief Executive Officer of BC Ferries, summarizing the issues which were raised at the Denman meeting. He added that Commissioner Macatee is encouraging people to go to the website where they may respond to discussion items which have been posted there.

Trustee Hunt reported that the BC Mayors Climate Leadership Council offered an opportunity to share the Natural Area Protection Tax Exemption Program with other interested communities. He said that he is working with a local governance group, including representatives from Hornby Island Ratepayers' and Residents' Association and Comox Valley Regional District, to organize a meeting and open house with MLA Don McRae which is scheduled for October 28, 2012.

7. CHAIR'S REPORT

Chair Bell reported that she attended the annual convention of the Union of British Columbia Municipalities (UBCM) on September 16-30, 2011. She reported on several presentations to provincial cabinet ministers and resolutions processed including a meeting with the Premier and Transportation Minister Blair Lekstrom to discuss escalating ferry fares on BC Ferries minor routes; a breakfast for all Members of the Legislative Assembly and Electoral Area Directors for the areas in which our islands fall; and a meeting with Steve Thompson, Minister of Forests, Land and Natural Resources to discuss the issue of derelict vessels. She stated that Executive Committee members participated in the question period at the Union of British Columbia Municipalities Ministers Resources Panel and questioned Minister Terry Lake about the Water Act and the proposed Underground Raven Coal Mine.

Chair Bell reported that Union of British Columbia Municipalities delegates voted in favour of Resolution 174 which was “that a moratorium be placed on the mandatory installation of wireless smart meters until major issues and problems identified regarding wireless smart meters are independently assessed and acceptable alternatives are made available at no added cost to the consumer”.

Chair Bell reported on the Executive Committee actions since the last Local Trust Committee meeting including approval of bylaws, reviewing of an amendment to the Land Use Bylaw for Bowen Island, preparation of the agenda for the December Trust Council meeting and overseeing preparation of the three videos on the Islands Trust being prepared with grant money.

Chair Bell concluded her report by acknowledging the hard work and good decision making skills demonstrated by both Trustees Law and Hunt during this term and commended them for the unparalleled amount of community consultation that was provided. She also thanked staff and the minute taker for their contributions.

8. DELEGATIONS

None

9. TOWN HALL SESSION

None.

10. APPLICATIONS AND PERMITS

10.1 HO-DP-2011.1 (Hornby Island Resort)

Planner Zupanec presented a verbal update, stating that plans received by the applicant include one setback that could not be adjusted to meet the Land Use Bylaw frontage requirement. In addition, she reported that although the original building heights had not changed, once the classification of the residential buildings was changed to “accessory”, their heights were above the allowed height for accessory buildings and that this change was missed due to an administrative oversight. She stated that these issues will require that the Local Trust Committee consider two variance requests. She outlined the process and options and requested guidance as to how to proceed.

Discussion followed and included clarification of the background information, public notification requirements and timing considerations. It was the consensus that the variance requests should be addressed in the normal course of business and that the variance application be considered at the next Local Trust Committee business meeting.

11. LOCAL TRUST COMMITTEE PROJECTS

None.

12. REPORTS

12.1 Work Program Reports - Top Priorities and Projects List Report dated October 11, 2011

Planner Zupanec presented the report.

12.2 Applications log dated October 11, 2011

Planner Zupanec presented the report.

12.3 Trustee and Local Expenses - Expenses posted to September 21, 2011.

Received.

13. NEW BUSINESS

13.1 Local Trust Committee Recommendations for Next Term

There was discussion of the status of outstanding Local Trust Committee projects and possible methods for advising incoming Trustees of work to be considered for completion during next term. It was determined that adding these projects to the Projects List and creating resolutions would be the preferred methods of accomplishing this goal.

HO-073-2011

It was **MOVED** and **SECONDED** that the following be added to the Hornby Island Local Trust Committee Project List:

<u>Description</u>	<u>Activity</u>
Communications Plan	• Notification of Local Trust Committee meetings, public hearings, etc. • Add identifiers such as property owner or street address when PIDs are used • Close attention to use of plain language
Increased involvement of Advisory Planning Commission	• Convene Advisory Planning Commission early in new term for a familiarization/training session
Continue relationship building with K'omoks First Nation	
DPA areas for water conservation	• Investigate the possible utilization of provisions in the Local Government Act

CARRIED**HO-074-2011**

It was **MOVED** and **SECONDED** that the Hornby Island Local Trust Committee encourage the Regional Planning Manager of the Northern Office to plan for twice annual meetings of the Local Trustees in the Northern Region for continuing orientation.

CARRIED

Chair Bell clarified that this would be in addition to Trust Council team meetings. Trustee Law added that these orientation meetings would also be opportunities to discuss particular issues that arise.

13.2 *Affordable and Special Needs Housing Documents*

Local Trust Committee reviewed staff report and discussed how the tool might be employed on crown land. Trustee Law asked the information be provided to the new Trustee as part of their orientation.

14. **BYLAWS**

14.1 *Bylaw Enforcement Notification System - Staff Report dated October 7, 2011*

Bylaw Enforcement Coordinator Drew presented the staff report regarding the proposed Bylaw Enforcement Notification System, explaining the purpose of

the proposal, the recommendations for setting fine and fine discount amounts, establishing of Registry and Screening Officer and providing a proposal for the next steps to be taken.

14.1.1 Bylaw Enforcement Notification Brochure

Bylaw Enforcement Coordinator Drew distributed a supply of brochures for use if desired.

14.1.2 Bylaw Violation Notice

Bylaw Enforcement Coordinator Drew presented an example of the proposed Bylaw Violation Notice.

14.1.3 Draft Bylaw No. 144 cited as "Hornby Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 144, 2011"

Bylaw Enforcement Coordinator Drew explained that the proposed bylaw establishes schedules listing penalties for various offences of the Land Use Bylaw, noting that it does not create any new offences and that it creates opportunity for violators to take a disputed issue to an adjudication process. He described the proposed system as being a flexible and low cost method which is designed to increase compliance.

Discussion followed on the particulars of the proposed system. It was the consensus of the Local Trust Committee that they are supportive of the approach however it was agreed that some form of communication with the community prior to consideration of readings should be undertaken. It was determined that referring the proposed draft Bylaw Enforcement Notification Bylaw to the Advisory Planning Commission for consideration would be useful.

HO-075-2011 It was **MOVED** and **SECONDED** that Draft Bylaw Enforcement Notification Bylaw No. 144 be referred to the Advisory Planning Commission and that staff be requested to meet with the Advisory Planning Commission and provide full information on the draft bylaw and its context.

Trustee Hunt requested clarification of wording in the proposed bylaw.

HO-076-2011 It was **MOVED** and **SECONDED** to lay the motion on the table.

CARRIED

Discussion on the motion followed. Trustee Hunt questioned the meaning or purpose of the word "record" in section 7.3 (2)(d), and additionally, it was agreed to add text in the bylaw title to help clarify the purpose of the bylaw prior to referring it to the Advisory Planning Commission.

The Local Trust Committee requested staff to insert the word "Violation" into Bylaw Notices in the title of Draft Bylaw No. 144 and clarify section 7.3 (2)(d).

HO-077-2011 It was **MOVED** and **SECONDED** that the motion under resolution **HO-075-2011** be taken from the table.

CARRIED

Motion under resolution **HO-075-2011** was put to vote, as amended.

It was **MOVED** and **SECONDED** that Draft Bylaw Enforcement Notification Bylaw No. 144 be referred to the Advisory Planning Commission and that staff be requested to meet with the Advisory Planning Commission and provide full information on the draft bylaw and its context and that staff be requested to insert the word "Violation" into Bylaw Notices in the title of draft Bylaw No. 144 and clarify section 7.3 (2)(d).

CARRIED

15. ISLANDS TRUST WEBSITE

15.1 Hornby Page

No changes were recommended.

16. CLOSED MEETING

This moved after item 5.2 .

17. RECALL TO ORDER

This item moved after item 5.2.

18. NEXT MEETING DATE

To be announced.

19. ADJOURNMENT

Chair Bell adjourned the meeting at 4:10 pm.

Minute Taker

Chair



Islands Trust

RWM From: September 14, 2011 To: January 24, 2012

Hornby Island

Resolution #	Action	Resolution Description	Resolution Date
2011-12	In Favour	"That the Hornby Island Local Trust Committee will hold its first regular business meeting of 2012 on February 3, 2012."	Dec 22, 2011



Islands Trust

Follow Up Action Report w/ Target Date

Hornby Island Dec-15-2010

No.	Activity	Responsibility	Target Date	Status
10	GHG and RAR Budgets - proposed Climate Change pamphlet to be considered and staff asked upon completion of draft to contract for formatting and printing of pamphlet. RAR budget to be reconsidered at next LTC meeting.	Chris Jackson		On Going

Mar-23-2011

No.	Activity	Responsibility	Target Date	Status
3	A resolution that no enforcement be carried out on vacation home rentals for the rest of this term unless a new vacation home rental enforcement policy is adopted was tabled.	Miles Drew Brodie Porter		On Going

Jun-01-2011

No.	Activity	Responsibility	Target Date	Status
1	HO-OCP-2009.1 (OCP and LUB review project)	Sonja Zupanec		On Going

Resolution: Request staff to flag the following issues arising from the Islands Trust Food Security report for the OCP/LUB review: farm worker housing; amenity zoning policy; community food storage facilities; shared equipment storage facilities.

Resolution (2010): LTC expresses interest in Toby Islet, Norris Rocks and Flora Islet being rezoned from Rural Residential to Park as part of the OCP and LUB review process and request staff to prepare a report on the conservation values of the islets and to consult with their owners. Consider Ron McMurtrie's comments regarding septic fields expressed in his Oct 17, 2010 email when drafting the proposed LUB.

4.1

Sep-21-2011

No.	Activity	Responsibility	Target Date	Status
1	Send Hornby APC members an updated contact list of all members.	Becky McErlean	Sep-29-2011	Done
1	Hornby LTC minutes August 3, 2011 minutes adopted as amended. August 7, 2011 minutes adopted as amended. Resolution to amend incorrect resolution numbers in adopted minutes of June 1, June 14 and June 29, 2011.	Becky McErlean Theresa Vieau	Sep-29-2011	Done
7	Meeting with K'omoks Nation - reschedule prior to end of this term with Denman and Hornby LTCs.	Courtney Simpson Sonja Zupanec	Nov-30-2011	On Going

Oct-19-2011

No.	Activity	Responsibility	Target Date	Status
1	Resolution: Encourage RPM of the Northern Office to plan for twice annual meetings of local trustees in the northern region for continuing orientation. Focus on process regarding bylaw readings; legislative; LTC and principals of land use planning.	Chris Jackson	Nov-30-2011	Done
1	Send draft bylaw 144 referral to APC and have staff provide report to APC and attend meeting to answer any questions.	Miles Drew	Dec-30-2011	On Going



Memorandum

700 North Road Gabriola Island BC V0R 1X3

Telephone **250. 247-2063** FAX: 250. 247-7514

Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC **1.800.663.7867**

northinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date January 20, 2012

File Number 6500-20

To Hornby Island Local Trust Committee

From Sonja Zupanec
Island Planner
Northern Office

Re **Work Program and Priorities**

The start of a new term is an opportunity for the Local Trust Committee (LTC) to change or confirm their work program. The current work program was amended at the last regular meeting of the LTC in 2011. However, with a new term, one new trustee and a new chair of the LTC, staff requests the LTC to confirm the priorities of the new term. The purpose of this memorandum is to provide the LTC with more information about the items currently on the work program.

TOP PRIORITIES LIST:

The first priority is the vacation home rentals (VHR) regulations review. Proposed Bylaw 142 is currently with the Minister's office for approval. If approved, proposed Bylaw No. 142 will be returned to the LTC for further consideration. The second priority is a targeted and comprehensive review of both the Official Community Plan (OCP) and Land Use Bylaw (LUB). The third priority is the riparian areas regulation mapping and implementation. Staff notes this list consists of three major bylaw review projects which could require significant staff and budget resources to complete within the current term (2012-2014). If the LTC wishes to amend the Top Priorities List, workload balance should be kept in mind. Further, the Hornby LTC work program will need to be balanced with the resource demands required at the Northern Office regional level.

Table 1: Hornby Island Local Trust Committee Top Priorities List

Description	Activity	Staff Comments
Vacation Home Rentals Regulation Review	Give final consideration of Proposed Bylaw No. 142	Proposed Bylaw No. 142 has been with the Minister's office since August 2011. The LTC has at least 2 options to consider: 1. Wait for Ministerial approval and give final consideration to the bylaw; 2. Advise the Minister that the bylaw is being withdrawn and proceed with either rescinding previous readings or direct staff to draft a new bylaw to incorporate any changes to the proposed regulations. <i>The LTC requested no funds for this project for 2012/13 as it was scheduled to be completed by March 2012.</i>

Table 1: Hornby Island Local Trust Committee Top Priorities List

Description	Activity	Staff Comments
Official Community Plan and Land Use Bylaw Review	Targeted review and update of the OCP and LUB.	Significant work has been started to date, however public understanding of where the project is at and what the objectives are is limited due to the focus on the VHR bylaw review over the last 14 months. Staff recommend a detailed scoping, budget and public consultation schedule review commence immediately as this project may take 12-14 months to compete. <i>The LTC requested a \$8,000 budget for 2012/13.</i>
Riparian Areas Regulation mapping and implementation.	Amend OCPs and LUBs to comply with RAR for the 2 watersheds identified as applicable to RAR, using stream mapping completed by a consultant.	Detailed stream mapping has been completed by a consultant for the Ford Creek watershed and portions of the Beluah Creek watershed. A final report has been submitted and will be presented to the LTC at a future meeting date. Staff recommends a detailed scoping, budget and public consultation schedule be commenced at that time pending progress of Items #1 and #2 of the work program. <i>The LTC requested a \$15,000 budget for 2012/13.</i>

PROJECTS LIST:

The purpose of the projects list is to keep a record of topics raised for future work by the LTC. Before any work beyond basic scoping or preliminary discussion with other agencies begins, the item should be moved to the Top Priorities list to ensure that staff resources are not being taken away from other top priorities.

Table 2: Gambier Island Local Trust Committee Projects List

Description	Activity	Staff Comments
Development Procedures Bylaw	Consider options prepared by staff for amending the development procedures bylaw to include requirements for posting of signs on property with respect to significant applications.	No action has been taken on this item.
Increased involvement of the Advisory Planning Commission (APC)	Ensure training and familiarity early in new term.	The APC will be referred Proposed Bylaw 144 shortly. Staff can be available for APC meetings for future bylaw referrals. No formal training or orientation is currently scheduled.
Communications Plan	Notifications of meetings and hearings; add property I.D. number and legal descriptions used; close attention to plain language.	Northern Office administration staff are reviewing this for applicability across the northern region and developing relevant procedures. Remove from projects list as item is currently being addressed by administration staff in the northern

Table 2: Gambier Island Local Trust Committee Projects List

Description	Activity	Staff Comments
		office.
Continue relationship building with K'omoks First Nation	Schedule first meeting of new term in coordination with Denman Island LTC.	Meeting last term was postponed. LTC had passed a resolution in 2010 requesting the Chair to write to the Chief of K'omoks First Nation requesting a joint meeting with Denman LTC. Staff recommends the LTC confirm intent to proceed with scheduling a new meeting in early 2012.
Development Permit Areas for Water Conservation	Investigate possible provisions in the <i>Local Government Act</i> for applicability during the OCP/LUB review.	Staff recommends that the LTC include this scope within the OCP/LUB review project and remove from the projects list.
Greenhouse Gas Emissions (GHG) reduction	Facilitate community communications regarding greenhouse gas emissions in collaboration with community organizations.	No action has been taken on this item.
Preparing information material on land use regulations for new property owners.		No action has been taken on this item.
Siting and Use Permits	Have a siting and use permit review meeting coordinated with Denman LTC and staff; use as opportunity to plan outreach material for our permits.	No action has been taken on this item.

Copy: Chris Jackson, Regional Planning Manager



Islands Trust

Print Date: Jan-24-2012

Top Priorities

Hornby Island

No.	Description	Activity	Received / Initiated	Responsibility	Target Date	Status
1	Vacation Home Rentals - Regulations Review	Staff to develop an enforcement policy and address STVRs in the OCP review	Sep-14-2009	Sonja Zupanec	Sep-30-2011	On Going
2	Official Community Plan and Land Use Bylaw Review	Targetted review and update of the OCP and LUB.	Sep-14-2009	Sonja Zupanec		On Going
3	Riparian Areas Regulation mapping and implementation.		Sep-21-2011	Sonja Zupanec	Sep-28-2012	On Going



Islands Trust

Print Date: Jan-24-2012

Projects

Hornby Island

No.	Description	Activity	Received/Initiated	Status
1	Development Procedures Bylaw	<i>Consider options prepared by staff for amending the development procedures bylaw to include requirements for posting of signs on property with respect to significant applications.</i>	Sep-21-2011	On Going
2	Increased involvement of APC	Ensure training and familiarity early in new term.	Oct-19-2011	On Going
3	Communications Plan	Notifications of meetings and hearings; add property identification whenever PIDs and legal descriptions used; close attention to plain language.	Oct-19-2011	On Going
4	Continue relationship building with K'omoks First Nation.		Oct-19-2011	On Going
5	Development Permit Areas for Water Conservation	Investigate possible provisions in the Local Government Act for applicability during the OCP/LUB review.	Oct-19-2011	On Going
6	GHG Emissions Reduction	<i>Facilitate community communications regarding greenhouse gas emissions in collaboration with community organizations.</i>	Sep-21-2011	On Going
7	Preparing information material on land use regulations for new property owners		Mar-17-2008	On Going
8	Siting and Use Permits	Having a Siting and Use Permit review meeting coordinated with Denman Local Trust Committee and staff; use that as an opportunity to plan outreach material for our permits.	Sep-08-2006	On Going



Islands Trust

Print Date: Jan-24-2012

Applications w/ Status - Hornby Island Status: Open

Applications

Development Permit

File Number	Applicant Name	Date Received	Purpose
HO-DP-2011.1	Hornby Island Resort Ltd (The Thatch)	Sep-22-2011	year round 50 seat restaurant and pub, liquor store, managers suite and 15 visitor accommodation strata units
Planner: Sonja Zupanec			

Planning Status

Status Date: Oct-11-2011

Staff review of SUP requirements - contact with architect regarding setbacks; floor area; parking and siting questions

Status Date: Sep-28-2011

Staff review of DP and report preparation

Subdivision

File Number	Applicant Name	Date Received	Purpose
HO-SUB-2010.2	Ron Tuele	Apr-29-2010	
Planner: Marnie Eggen			

Planning Status

Status Date: Jun-21-2011

Forwarded covenant to applicant for acceptance

Status Date: Jun-16-2011

Rcv'd reviewed covenant from legal counsel

Status Date: Jun-14-2011

Letter to MOTI requesting RAR Assessment Report based on new information and revised PLA

HO-SUB-2011.3

Cohan - Hornby
Island Resort

Nov-15-2011

To subdivide C7 zoned parking lot from the R3 zoned parent lot.

Planner: Sonja Zupanec

Planning Status

Status Date: Dec-02-2011

Applicant advised that options are limited and a rezoning would be required based on plans submitted. Requested to be informed of next steps.

Status Date: Nov-22-2011

Applicant contacted and given recommendation to amend application to a lot line adjustment and revise dimensions to correspond to C7 zone boundaries.

Status Date: Nov-18-2011

Preliminary review and zoning boundary query sent to Victoria GIS office

Siting and use Permit

File Number	Applicant Name	Date Received	Purpose
HO-SUP-2011.11	Hornby Island Resorts Ltd. (The Thatch)	Sep-22-2011	Commercial Building, Triplex and Duplexes, Pump House and Water Cistern
Planner: Marnie Eggen			

Planning Status

Status Date: Oct-03-2011

Pending outcome of DP and DVP.

File Number	Applicant Name	Date Received	Purpose
HO-SUP-2011.13	5405 Jerow Road	Dec-06-2011	construct a cottage
Planner: Marnie Eggen			

Planning Status

Status Date: Dec-06-2011

Requested further information

From: Nancy Roggers
Sent: December-22-11 2:40 PM
To: Alex Allen; David Graham; Sonja Zupanec; Tony Law; Becky McErlean
Cc: Craig Elder
Subject: Hornby Expense Report - December/11

Hello Trustees,

This is a summary only for the Agenda Package. Please be advised that the details of expenditures to date will be sent to you by email in January/12.

		Budget	Spent	Balance
Invoices posted to DEC 21, 2011				
635 Hornby	65000 Trustee Expense	1,300.00	899.79	400.21
635 Hornby	65200 LTC Meetings	3,200.00	2,487.10	712.90
	65210 APC Meetings	300.00		300.00
	65220 Communications	400.00	348.90	51.10
	65230 Special Projects	500.00		500.00
	65240 Miscellaneous	200.00		200.00
	TOTAL LTC Local Expense	4,600.00	2,836.00	1,764.00
635 Hornby	72300 OCP/LUB Expense	8,000.00	4,706.12	3,293.88

Thanks!

Nancy Roggers
 Finance Officer

Islands Trust
 #200 1627 Fort Street
 Victoria, B.C. V8R 1H8
 Phone: (250) 405-5154
 Fax: (250) 405-5155
www.islandstrust.bc.ca

Preserving *island* communities, culture and environment

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Islands Trust

HORNBY ISLAND LOCAL TRUST COMMITTEE

Visit Our Website:

www.islandstrust.bc.ca

Contact us:

northinfo@islandstrust.bc.ca

PROPOSED BUSINESS MEETING SCHEDULE – 2012

FRIDAY, FEBRUARY 3, 2012 at 11:00 at Hornby Island Community Hall, Central Road, Hornby Island, BC
FRIDAY, MARCH 16, 2012
FRIDAY, APRIL 27, 2012
FRIDAY, JUNE 1, 2012
FRIDAY, JUNE 27, 2012
FRIDAY, JULY 6, 2012
FRIDAY, SEPTEMBER 21, 2012
FRIDAY, OCTOBER 12, 2012
FRIDAY, NOVEMBER 23, 2012

12:30 PM Start Time At
New Horizons, 1765 Sollans Road, Hornby Island, BC

THESE ARE REGULAR BUSINESS MEETINGS OF THE LOCAL TRUST COMMITTEE, WHERE ITEMS
SUCH AS CORRESPONDENCE, APPLICATIONS AND BYLAWS WILL BE CONSIDERED.

ALL MEETINGS ARE OPEN TO THE PUBLIC



Islands Trust

Preserving **island** communities, culture and environment.

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Population:

Approximately 1,074

Size:

2,990 hectares (7,388 acres)

Location:

31 kilometres south-east of Courtenay on Vancouver Island.

[Land Use Planning](#)
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Hornby Island Local Trust Committee

Latest News

In this section you will find current news items that are relevant to your Local Trust Area and your community. [Subscribe](#) to the Hornby Island Latest News updates and receive the latest information on official community plan reviews, staff reports, notifications and other documents published in the latest news section.

September 2011

- [Community Stewardship Award Presentation - Wednesday, September 21st, 2011 at 12:45 p.m., at New Horizons](#)

July 2011

- [Vacation Home Rental OCP Amendment Proposed Bylaw No. 142 \(Executive Committee Approval\)](#)
- [Vacation Home Rental LUB Amendment Proposed Bylaw No. 143 \(Executive Committee Approval\)](#)
- [Notice of Special Local Trust Committee meeting on August 7, 2011](#)

May 2011

- [Notice of Community Information Meeting regarding Vacation Home Rentals May 21, 2011](#)
- [Summary and Proposed Bylaws 142 and 143 re Vacation Home Rentals for May 21 Community Information Meeting](#)

April 2011

- [Notice of Hornby Island Short Term Vacation Rentals and Official Community Plan Community Information Meetings April 2, 4 and 6, 2011](#)
- [Discussion Documents for Short Term Vacation Rentals and Official Community Plan Community Information Meetings](#)

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Hornby Island Local Trust Committee Projects

Official Community Plan and Land Use Bylaw Review

- **Discussion Documents for April, 2011 Community Information Meeting:**
 - [Draft Hornby OCP Revisions April 2011](#)
 - [Draft Schedule B \(April 2011\) - Land Use Designations](#)
 - [Schedule C - Land Status and Road Designations](#)
 - [Schedule D2 - Environmentally Sensitive Areas](#)
 - [Draft Schedule E \(April 2011\) - Development Permit Areas](#)
 - [Schedule F - Hazard Areas](#)
- [OCP/LUB Project Terms of Reference - November 2009](#)
- [Staff Report - March 2011](#)
- [Staff Report - December 2010](#)
- [Staff Report - October 2010](#)
- [Staff Report - September 2010](#)
- [Staff Report - July 2010](#)
- [Staff Report - March 2010](#)
- [Staff Report - February 2010](#)
- [Staff Report - September, 2009](#)

Committee Links

[Committee Home](#)
[Trustee Membership](#)
[Contact Trustees](#)
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[Meetings Schedule](#)
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[Associated Islands](#)
[Land Use Application Forms](#)

Vacation Home Rentals

- [Summary and Proposed Bylaws 142 and 143 re Vacation Home Rentals for May 21 Community Information Meeting](#)
- [Discussion Document for April 2011 Community Information Meeting](#)
- [Staff Report - March 21, 2011](#)
- [Staff Report - December 15, 2010 STVR Enforcement Policy](#)
- [Staff Report - September 2010](#)
- [Staff Report - August 2010](#)
- [Staff Report - July 2010](#)
- [Draft Bylaws Permitting and Regulating Short Term Vacation Rentals on Hornby Island 2010](#)
- [Early Referral Letter to Agricultural Land Commission, April 2010](#)
- [Staff Report - March 2010](#)
- [Staff Report and Appendix - December 2009 \(HO-OCP-2009.2\)](#)
- [Staff Report - October 2009 \(HO-OCP-2009.2\)](#)
- [Staff Memo - September 2009](#)
- [Short-term Vacation Rental Staff Report - July 2009](#)
- [Short-term Vacation Rental Survey - Final Results](#)
- [For Discussion: A Proposal For Permitting and Regulating Vacation Rentals](#)
- [Short Term Vacation Rental Staff Report - July 2008](#)

Island Information and Reports

- [Hornby Island Local Trust Committee Submission Regarding Water Act Modernization](#)
- [Hornby Island Community Profile](#)
- [Building on Hornby Island \(October 2009\)](#)
- [Living on Hornby Information Pamphlet \(October 2009\)](#)
- [Hornby Island DRAFT Build Out Map, December 2008](#)
- [Final Report - Results of the Groundwater Geochemistry Study on Hornby Island by D. Allen and M. Suchy April 2002](#)
- [Heart of the Island - A Report on Hornby Vacant Crown Land, 2000](#)

Climate Change Action

- [Staff Report - March 2010](#)
- [Preliminary Climate Change Initiative Report - October 2009](#)
- [Climate Wise Islands Program](#)
- [Newsletter - 2009](#)
- [Fact Sheets](#)
- [Minutes - November 2, 2010](#)
- [Community Information Meeting Notes - November 15, 2009](#)
- [Proposed Bylaw No. 139](#)

Ecosystem Mapping

- [Hornby Island Ecosystem Map 2001](#)

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Applications

HO-RZ-2009.2 (Hornby Island Resort Ltd. - The Thatch)

- [Staff Report dated December 2, 2010](#)
- [Staff Report dated July 2010](#)
- [Staff Report dated June 2010](#)
- [Staff Report dated March 2010](#)
- [Staff Report dated November 2009](#)

Professional Reports

- [Payne Engineering Report dated January 2009](#)
- [Rezoning Submission dated May 2009](#)
- [Baseline Archaeology Letter dated January 2010](#)

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Hornby Island Local Trust Committee Work Program

- [Top Priorities](#)

Housing

- [Housing Needs Assessment on Hornby and Denman Island - Final Report](#)
- [Secondary Housing on Hornby Island - Staff Report June 2008](#)
- [Enabling Secondary Accommodation Units on Hornby Island](#)
- [Hornby Island Advisory Housing Committee Report - 2004](#)

K'omoks First Nation

- [K'omoks Treaty Process - Message from Trustees](#)
- [Hornby Island Local Trust Committee Submission to Negotiations Division Ministry of Aboriginal Relations and Reconciliation on Vacant Crown Land on Hornby Island in connection with the K'omoks First Nation Treaty Negotiation, September 2008](#)

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