

Hornby Island Local Trust Committee

Regular Meeting Agenda

Date: February 12, 2016
 Time: 11:30 am
 Location: Room to Grow
 2100 Sollans Road, Hornby Island, BC

		Pages
1.	CALL TO ORDER	11:30 AM - 11:35 AM
2.	APPROVAL OF AGENDA	
3.	TOWN HALL AND QUESTIONS	11:35 AM - 11:50 AM
4.	COMMUNITY INFORMATION MEETING - none	
5.	PUBLIC HEARING - none	
6.	MINUTES	11:50 AM - 12:00 PM
6.1	Local Trust Committee Minutes dated November 20, 2015 for Adoption	4 - 13
6.2	Section 26 Resolutions-Without-Meeting Report dated February 1, 2016	14 - 14
6.3	Advisory Planning Commission Minutes - none	
7.	BUSINESS ARISING FROM MINUTES	12:00 PM - 12:10 PM
7.1	Follow-up Action List dated February 1, 2016	15 - 16
8.	DELEGATIONS	
9.	CORRESPONDENCE	12:10 PM - 12:15 PM
	<i>Correspondence received concerning current applications or projects is posted to the LTC webpage</i>	
9.1	Letter dated November 23, 2015 to Trustee Busheikin from BC Ferries regarding Route 22	17 - 17
10.	APPLICATIONS AND REFERRALS	12:15 PM - 12:25 PM
10.1	Pesticide Use Permit Application (Ministry of Environment, Ecosystems Protection and Sustainability Branch)	
10.1.1	<u>Email Response dated December 9, 2016 from SMC Consulting</u>	18 - 18

- | | | |
|--------|--|--------------------|
| 11. | LOCAL TRUST COMMITTEE PROJECTS | 12:25 PM - 1:00 PM |
| 11.1 | Communication Strategy | |
| 11.1.1 | <u>Staff Report dated January 28, 2016</u> | 19 - 22 |
| 11.2 | Bylaw No. 150 | 23 - 100 |
| | Bylaw No. 150 cited as "Hornby Island Land Use Bylaw No. 150, 2014" - for consideration of adoption. | |
| 12. | BREAK | 1:00 PM - 1:15 PM |
| 13. | REPORTS | 1:15 PM - 1:45 PM |
| 13.1 | Work Program | |
| 13.1.1 | <u>Top Priorities Report dated February 1, 2016</u> | 101 - 101 |
| 13.1.2 | <u>Projects List Report dated February 1, 2016</u> | 102 - 103 |
| 13.1.3 | <u>Hornby LTC 2014-2018 Term Goal Setting Session</u> | 104 - 106 |
| 13.1.4 | <u>Work Program - Suggestions for Discussion</u> | 107 - 108 |
| 13.2 | Applications Report dated February 1, 2016 | 109 - 109 |
| 13.3 | Trustee and Local Expense Report dated January, 2016 | 110 - 110 |
| 13.4 | Adopted Policies and Standing Resolutions | 111 - 111 |
| 13.5 | Local Trust Committee Webpage | |
| 13.6 | Chair's Report | |
| 13.7 | Trustee Reports | |
| 13.8 | Electoral Area Director's Report | |
| 13.9 | Trust Fund Board Report dated November, 2015 | 112 - 112 |
| 14. | NEW BUSINESS | 1:45 PM - 2:15 PM |
| 14.1 | Land Use Consultation for Radio Communication Utilities | |
| 14.1.1 | <u>Memorandum dated January 25, 2016</u> | 113 - 122 |
| 14.2 | Annual Comox Valley Regional District Meeting with Denman/Hornby Local Trust Committees | |
| 14.2.1 | <u>Letter dated January 6, 2016 from Debra Oakman, CAO</u> | 123 - 127 |
| 15. | UPCOMING MEETINGS | |
| 15.1 | Next Regular Meeting Scheduled for April 1, 2016 at 11:30 am at Room to Grow, The Hornby Island Resource Centre, 2100 Sollans Road, Hornby Island, BC | |
| 16. | TOWNHALL | 2:15 PM - 2:25 PM |
| 17. | CLOSED MEETING - none | |

18. ADJOURNMENT

2:25 PM - 2:25 PM



Hornby Island Local Trust Committee Minutes of Regular Meeting

Date: November 20, 2015
Location: Room to Grow
2100 Sollans Road, Hornby Island, BC

Members Present Laura Busheikin, Chair
Alex Allen, Local Trustee
Tony Law, Local Trustee

Staff Present Rob Milne, Island Planner
Vicky Bockman, Recorder

Others Present Approximately two (2) members of the public – am
There were no members of the public - pm

1. CALL TO ORDER

Chair Busheikin called the meeting to order at 11:30 am. She acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- 10.1.2 Correspondence from Jennifer Balke re: Weeding Hornby's Salt Marshes
- 11.1 Communications Memorandum dated November 15, 2015
- 14.6 BC Assessment Authority Information
- 14.7 Appointment to Hornby Island Provincial Parks Committee

By general consent the agenda was adopted as amended.

3. TOWN HALL AND QUESTIONS

Wendy Burton asked how the Local Trust Committee (LTC) would be responding to the Ministry of Environment Pesticide Use Permit Application.

Chair Busheikin responded that this topic will be addressed shortly at agenda item 10.1.

4. COMMUNITY INFORMATION MEETING - none

5. PUBLIC HEARING - none

6. MINUTES

6.1 Local Trust Committee Minutes dated October 2, 2015 - for adoption

By general consent the Local Trust Committee meeting minutes of October 2, 2015 were adopted.

6.2 Section 26 Resolutions-without-meeting Report dated November 10, 2015

Received.

6.3 Advisory Planning Commission Minutes - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated November 10, 2015

Planner Milne presented the Follow-up Action List, provided updates, and responded to questions that arose.

Trustee Law provided an update on the Shingle Spit boat launch. He noted that the Ford Cove Harbour Authority has expressed interest, is preparing an application, and will be contacting the Comox Valley Regional District (CVRD) to discuss the initiative and gather information.

8. DELEGATIONS - none

9. CORRESPONDENCE - none

10. APPLICATIONS AND REFERRALS

10.1 Pesticide Use Permit Application (Ministry of Environment, Ecosystems Protection and Sustainability Branch)

10.1.1 Memorandum dated November 9, 2015

Planner Milne summarized the memorandum and advised it presents an opportunity for the LTC to comment on the Pesticide Use Permit application to eradicate the invasive cordgrass, Spartina.

Trustees reported that information received indicates that Hornby Island's three small sites of Spartina have been manually removed, and that discussions are being held to establish a system of follow-up monitoring. They have been made aware of concerns in the community regarding the use of pesticides.

Discussion followed and LTC members determined that given these factors, providing a comment requesting exclusion from the permit application would be the preferred course of action.

HO-2015-084

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee request staff to respond to the referral with respect to the Pesticide Use Permit Application Number 15460-07/PUP-MOE-16-19 that the Hornby Island Local Trust Committee requests that Hornby Island be excluded from the Permit Application because removal of the low occurrence of the target plant has been accomplished by manual removal, there is proposed ongoing monitoring to address any potential reoccurrence, and community members have expressed concerns about the herbicide that would be used.

There was discussion on the motion and Trustees requested amendments to the text of the proposed motion to provide additional supporting information. The question on the following main motion, as amended, was then called.

HO-2015-084

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee request staff to respond to the referral with respect to the Pesticide Use Permit Application Number 15460-07/PUP-MOE-16-19 that the Hornby Island Local Trust Committee requests that Hornby Island be excluded from the permit application because:

- removal of the low occurrence of *Spartina* spp. identified through a survey of the island has been accomplished by manual removal carried out by a registered professional biologist who in addition surveyed the entire shoreline and confirmed the absence of further instances of the invasive species;
- there is proposed ongoing monitoring to address any potential reoccurrence; and
- community members have made us aware of concerns about the herbicide that would be used.

CARRIED

Trustee Law expressed his appreciation for responses received from community members regarding this issue.

10.1.2 Correspondence from Jennifer Balke re: Weeding Hornby's Salt Marshes

This item was received and provided information for the discussion at 10.1.1.

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Communications Memorandum dated November 15, 2015

Planner Milne summarized the memorandum that gives consideration to possible design and implementation options for a communication strategy to provide information to the community on the new Official Community Plan (OCP) and Land Use Bylaw (LUB) provisions.

Trustees discussed the project and the following key points were noted:

1. Housing and building and development issues were identified as being the Most valuable topics to communicate to the community;
2. Inclusion of information on the Riparian Areas Regulation bylaws was supported;
3. Pamphlets with a professional quality that can be handed out (perhaps with one for housing and one for land stewardship), news releases (including a Tribune insert if possible), and links through social media and the Islands Trust website were considered to be the most effective approaches to circulate the information;
4. Expenditure of funds to move the project forward will need to be addressed in the LTC budget;
5. Introduction to the public might best be initiated subsequent to Ministerial adoption and LTC final reading of the OCP and RAR bylaws;
6. Trustees offered to create a draft of the housing segment utilizing elements from an article written by Chair Busheikin; and
7. The next step would be the creation of a Project Charter.

HO-2015-085

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee request staff to prepare a Project Charter for post-adoption Communication Strategy with reference to Bylaw Nos. 149, 150, 212 and 213 with focus on housing and land stewardship.

CARRIED

12. BREAK

By general consent the meeting was recessed at 12:24 pm and reconvened at 12:37 pm.

13. REPORTS

13.1 Work Program

13.1.1 Top Priorities Report dated November 10, 2015

The report was reviewed. The current priorities are on-going, although two items may be completed shortly. Discussion followed regarding the possible future project of relationship building with K'omoks First Nation, potentially co-ordinated with the Denman Island LTC.

Chair Busheikin advised that Denman Island LTC's upcoming meeting will include a session with Treaty Negotiators and suggested that attendance at this meeting might be an opportunity for a Hornby Island Trustee to be introduced to the Negotiators and assess the value and possibility of a combined future meeting with the K'omoks First Nation, Denman and Hornby LTCs.

13.1.2 Projects List Report dated November 10, 2015

Received.

13.1.3 Hornby LTC 2014-2018 Term Goal Setting Session

Received.

13.1.4 Work Program - Suggestions for Discussion

Received.

13.2 Applications Report dated November 10, 2015

Planner Milne summarized the Applications Report. A Trustee noted that File HO-SUB-2014.1 is due for a follow-up with Ministry of Transportation and Infrastructure. Planner Milne advised that he will request that property addresses are included in the report to assist in the review of the status of applications.

13.3 Trustee and Local Expense Report dated October, 2015

The report was reviewed and discussion ensued regarding budgeting for the Communications Strategy project.

HO-2015-086

It was MOVED and SECONDED,

that a new budget item be established under Projects for the Hornby Island Local Trust Committee with respect to Official Community Plan/ Land Use Bylaw/ Riparian Areas Regulation post-adoption Communication Strategy and that the \$1,640.59 remaining in the Riparian Areas Regulation budget be applied to this line item.

CARRIED

13.4 Adopted Policies and Standing Resolutions

The report was reviewed.

13.5 Local Trust Committee Webpage

There were no changes requested.

13.6 Chair's Report

Chair Busheikin reported on Executive Committee activities that included:

- Meeting with Frank Leonard, the new Chair of the Agriculture Land Commission (ALC). He advised that the ALC now has a goal of a three-month turnaround time for applications and that the appeal procedure should not be disregarded as a process to consider when needed.

- Discussion of implications of a delegation of decision making to the Islands Trust as a possible process to consider in order to address the unique farms on the Gulf Islands.
- Attended an Islands Trust sponsored meeting with several stakeholders to discuss anchorages.
- Met with the Minister of Community, Sport and Cultural Development. Discussions included the Trust Fund Board name change request and the adaptation strategy for the potential Salt Spring incorporation.
- She remarked that the Financial Planning Committee is recommending that the next budget include more funding for communication outreach for public consultation and reported that KPMG, a professional service company, has been engaged to review the way information technology is used in the Islands Trust.

13.7 Trustee Reports

Trustee Allen reported on the following:

- He attended the annual CVRD meeting held recently.
- He attended a Local Planning Committee meeting where he volunteered to participate in a housing sub-committee.
- He remarked that the San Juan Islands have initiated the taxing of Vacation Home Rental properties with those funds providing for community housing needs. He suggested that this might be a discussion for the Hornby Island community to consider at some point.

Trustee Law reported on the following:

- He attended the first Hornby Island Residents and Ratepayers Association (HIRRA) housing sub-committee meeting and noted that the Hornby Island Community Economic Enhancement Corporation (HICEEC) economic survey indicated that housing and ferries were the most significant issues for Hornby Islanders.
- He commented that he has received many inquiries about the Islanders Secure Land Association (ISLA) project and is encouraging the group to hold a community meeting to keep the community informed of this housing initiative.
- He attended a Trust Programs Committee meeting where the focus was a review of the Trust Policy Statement and noted that this matter will be coming before the Trust Council for consideration.

13.8 Electoral Area Director's Report – none.

13.9 Trust Fund Board Report dated October, 2015

Trustee Law provided updates on Trust Fund Board (TFB) activities including work on developing a covenant on the Denman Island Settlement Lands and reviewing the proposed Cross-Island Trail route through the Lindsay Dickson Nature Reserve. He reported that in an effort to make TFB sessions at Trust Council as productive as possible, Trustees will be asked in advance for input of what TFB activities might be of the most interest to those present at that time.

14. NEW BUSINESS

14.1 Planning for March Trust Council Meeting on Hornby Island - for discussion

Trustees suggested activities and presentations to consider for the March Trust Council meeting on Hornby Island that might showcase the island while providing information that might be relevant to other Trustees.

Trustee Law offered to draft the suggestions for Executive Committee's consideration.

14.2 Proposed Bylaw Standards for Agri-Tourism

LTC members received the BC Ministry of Agriculture "Regulating Agri-tourism and Farm Retail Sales in the Agricultural Land Reserve" Discussion Paper and Proposed Minister's Bylaw Standards September 14, 2015, prepared by: Strengthening Farming Program, Innovation and Adaptation Services Branch. A Trustee proposed the relevance of including contributions of labour, such as with Worldwide Opportunities on Organic Farms (WWOOF) practices, for payment for stays in Agri-Tourism activities. Trustees supported recognizing this approach by providing feedback to the Ministry.

HO-2015-087

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

that the Hornby Island Local Trust Committee request staff to consider including the following in an Islands Trust response to the discussion paper "Regulating Agri-tourism and Farm Retail Sales in the Agricultural Land Reserve" dated September 14, 2015: that agri-tourism include provision for tourism that involves contributing labour rather than payments for farm stays such as with Worldwide Opportunities on Organic Farms (WWOOFers)

CARRIED

14.3 2016 Local Trust Committee Meeting Dates (Proposed)

14.3.1 Memorandum dated November 2, 2015

LTC members reviewed the proposed 2016 Hornby Island LTC meeting dates as suggested in the memorandum.

HO-2015-088

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

that the Hornby Island Local Trust Committee schedule its 2016 regular business meetings beginning at 11:30 am on the following dates:

Friday, February 12, 2016
 Friday, April 1, 2016
 Friday, June 10, 2016
 Friday, August 12, 2016
 Friday, October 14, 2016
 Friday, December 2, 2016

CARRIED

14.4 Enforcement Policy for Commercial Use of Accessory Buildings

14.4.1 Staff Report dated November 10, 2015

Planner Milne presented the staff report from Bylaw Enforcement that suggests the use of site-specific Temporary Use Permits (TUPs) in the rental of accessory buildings for commercial purposes, is currently being treated as a low priority under a bylaw enforcement policy.

Trustees recognized the complexity of creating appropriate provisions in the LUB to address these situations and identified benefits of a TUP approach that would include providing neighbours with opportunity to comment and would allow the LTC to set conditions.

LTC members concluded that no action is necessary at this time as the OCP currently awaiting Ministerial approval provides for the TUP possibility and bylaw enforcement action has been identified as a low priority in the interim.

14.5 Coastal Douglas-Fir Conservation Strategy

14.5.1 Briefing Report - November 10, 2015

Trustees appreciated the briefing report and suggested that the report be made available to the community, perhaps in conjunction with the communication outreach strategy currently being addressed. They proposed that this would allow the LTC to gauge community support for exploring land use planning tools and funding for conservation efforts. Trustees supported becoming a signatory to the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership Statement of Collaboration at this time.

HO-2015-089

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee receive the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) Conservation Strategy for information and become a signatory to the CDFCP Statement of Collaboration.

CARRIED

14.6 BC Assessment Authority Information

Trustee Law suggested that information such as a current breakdown of properties and dwellings on Hornby Island and number of Homeowner Grants provided could be useful information to provide to the community and to be used for other analysis. LTC members supported contacting BC Assessment Authority to request this information.

HO-2015-090

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee request staff to seek information from the BC Assessment Authority with respect to current number of properties and dwellings by type on Hornby Island and to obtain information on the number of Homeowners Grants provided to property owners on Hornby Island.

CARRIED

14.7 Appointment to Hornby Island Provincial Parks Committee

Trustee Law provided background on the Hornby Island Provincial Parks Committee and advised that an expression of interest has been received from James Leslie to serve on that committee. Trustees supported this appointment.

HO-2015-091

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee appoint James Leslie to the Hornby Island Provincial Parks Committee.

CARRIED

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Tentatively Scheduled for February 12, 2016 at 11:30 am at Room to Grow, The Hornby Island Resource Centre, 2100 Sollans Road, Hornby Island, BC

Trustees confirmed the next regular tentative scheduled meeting date, time and location.

16. TOWNHALL – none.

17. CLOSED MEETING

17.1 Motion to Close Meeting

HO-2015-092

It was MOVED and SECONDED,

that the meeting be closed to the public in accordance with the *Community Charter*, Part 4, Division 3, s.90(1)(a) for the purpose of considering appointment of APC Members and s.90(1)(d) for the purpose of adoption of *In Camera* Meeting Minutes dated October 2, 2015 and that the recorder and staff attend the meeting.

CARRIED

The meeting closed to the public at 2:14 pm.

17.2 Recall to Order

The meeting was reopened to the public at 2:23 pm.

17.3 Rise and Report

Chair Busheikin reported that in the closed meeting the LTC adopted the *In Camera* minutes of October 2, 2015 and appointed Stan Combs, Daniel Arbour, and Andrew Mark to the Advisory Planning Commission.

18. ADJOURNMENT

By general consent the meeting was adjourned at 2:35 pm.

Laura Busheikin, Chair

Certified Correct:

Vicky Bockman, Recorder



Islands Trust

Hornby Island

Print Date: February 1, 2016

Resolutions Without Meeting

Resolution #	Action	Resolution Description	Resolution Date
2015-08	In Favour	"THAT the Hornby Island Local Trust Committee request staff to work with the Ministry of Aboriginal Relations and Reconciliation treaty negotiation staff to arrange an initial meeting between the Hornby Island Local Trust Committee and Chief and Council of K"omoks First Nation in early 2016."	14-Dec-2015
2016-01	In Favour	"THAT the Hornby Island Local Trust Committee adopt Bylaw No. 149 cited as: "Hornby Island Official Community Plan Bylaw No. 149, 2014".	27-Jan-2016

Follow Up Action Report

Hornby Island

25-Apr-2014

No.	Activity	Responsibility	Target Date	Status
1	HO-2014-020- that the Hornby Island Local Trust Committee direct staff to proceed with the implementation of the Riparian Areas Regulation Implementation project as described in the endorsed Project Charter.	Rob Milne		On Going

02-Oct-2015

No.	Activity	Responsibility	Target Date	Status
1	Staff to initiate contact with the K'omoks First Nation staff to discuss environmental mapping (ecosystems, eel grass, forage fish) as a step in relationship-building.	Rob Milne		On Going
1	Staff to initiate a communications strategy for the revised Official Community Plan and Land Use Bylaw focusing on communications with respect to housing opportunities, economic opportunities, regulations and best practices with respect to building and land development and contact with Hornby Island realtors.	Rob Milne		On Going

20-Nov-2015

No.	Activity	Responsibility	Target Date	Status
1	The Hornby Island Local Trust Committee requested staff to respond to the referral with respect to the Pesticide Use Permit Application Number 15460-07/PUP-MOE-16-19 and advise that the Hornby Island Local Trust Committee requests that Hornby Island be excluded from the permit application.	Rob Milne		Done

**Follow Up Action Report**

1	Staff were requested to prepare a Project Charter for post-adoption Communication Strategy with reference to Bylaw Nos. 149, 150, 212 and 213 with a focus on housing and land stewardship.	Rob Milne	Done
1	That a new budget item be established under Projects for the Hornby Island Local Trust Committee with respect to Official Community Plan/ Land Use Bylaw/ Riparian Areas Regulation post-adoption Communication Strategy and that the \$1,640.59 remaining in the Riparian Areas Regulation budget be applied to this line item.	Rob Milne	On Going
1	staff to consider including the following in an Islands Trust response to the discussion paper Regulating Agri-tourism and Farm Retail Sales in the Agricultural Land Reserve dated September 14, 2015: that agri-tourism include provision for tourism that involves contributing labour rather than payments for farm stays such as with Worldwide Opportunities on Organic Farms (WWOOFers)	Rob Milne	Done
1	that the Hornby Island Local Trust Committee receive the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) Conservation Strategy for information and become a signatory to the CDFCP Statement of Collaboration	Rob Milne	Done
1	Staff to seek information from the BC Assessment Authority with respect to current number of properties and dwellings by type on Hornby Island and to obtain information on the number of Homeowners Grants provided to property owners on Hornby Island		On Going

November 23, 2015

Ms. Laura Busheikin
Island Trust
5351 Denman Rd
Denman Island, BC V0R 1T0

Dear Ms. Busheikin:

Thank you for your letter of 27 October 2015 to Mike Corrigan in which you request BC Ferries support the analysis of a possible extension to the peak season on the Hornby Island route (route 22) to cover the period mid-May to mid-October. Mr. Corrigan has asked me to respond on his behalf as I work closely with the Ferry Advisory Committees (FAC) on such matters.

As you know, minimum service levels provided by BC Ferries are set according to the terms of the Coastal Ferry Services Contract. An extension to the peak season would require us to exceed the contract service levels unless there are offsetting reductions in the off-peak period. In order to keep fares as low as possible, BC Ferries exceeds contract only when there is a financially positive business justification to do so.

BC Ferries will be pleased to analyze the FAC's request for a route 22 peak season extension. These types of financial analyses are performed internally within BC Ferries as much of the required information is commercially sensitive. We will coordinate our efforts with the FAC and present them with the results when complete. We anticipate the analysis could be complete by March 2016.

Thank you again for your letter.

Yours sincerely,



Mark Collins
Vice President, Strategic Planning &
Community Engagement

From: Stu Craig [<mailto:smcconsulting@shaw.ca>]
Sent: Wednesday, December 09, 2015 8:01 AM
To: Rob Milne
Cc: Scott ENV:EX Bennett
Subject: Re: Pesticide Use Permit Application Number 15460-07/PUP-MOE-16-19 - Referral Response

Re: File Number: 15460-07/PUP-MOE-16-19

Date: December 9, 2015

Re: Consultation on the BC Ministry of Environment, Ecosystems Protection and Sustainability Branch, for a Pesticide Use Permit (Application # 138-0211-16/19) to Eradicate Invasive Intertidal Cordgrass Infestations

Thank you for your e-mail response dated November 24, 2015.

The Applicant acknowledges that you are opposed to the selective application of the herbicide active ingredient imazapyr (Habitat) for the control of *Spartina spp.* on the shorelines of Denman and Hornby Islands.

The Premier has made a commitment to eradicate invasive *Spartina spp.* from B.C.'s intertidal areas by 2018 under the West Coast Governor's Agreement on Ocean Health and the Pacific Coast Collaborative Agreement. The selective application of the herbicide active ingredient imazapyr (Habitat) for the control of *Spartina spp.* has been included in the PUP application as an option to be considered only where manual and mechanical methods alone are not successful in containing and eradicating *Spartina spp.*, such as infestations found in the Roberts Bank and Boundary Bay areas. Support for the mechanical removal has been provided by the Province in order to determine if mechanical treatment alone can be successful in removing *Spartina* on Denman and Hornby Island.

The manual/mechanical treatments of *Spartina spp.* on the shorelines of Denman and Hornby Islands have been effective in containing and reducing populations to date, due in large part to the concerted efforts of numerous local community members. **Given this success, the selective application of the herbicide active ingredient imazapyr (Habitat) for the control of *Spartina spp.* on the shorelines of Denman and Hornby Islands, Sandy Island (aka Tree Island), and the nearby Seal Islets has been removed from the PUP application.**

Thank you for taking the time to respond to this referral.

Stuart M. Craig

SMC Consulting



Memorandum

700 North Road Gabriola Island BC V0X 1X3

Telephone (250) 247.2203 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 28, 2016 File Number HO-OCP- 2009.1

To Hornby Island Local Trust Committee
For meeting of February 12, 2016

From Rob Milne
Island Planner

Re **Bylaw Nos. 149 and 150 Post Adoption Communications Strategy**

ISSUE

At the November 20, 2015 meeting of the Hornby Island Local Trust Committee (LTC) the following resolution was adopted:

HO-2015-085

that the Hornby Island Local Trust Committee request staff to prepare a Project Charter for post-adoption Communication Strategy with reference to Bylaw Nos. 149, 150, 212 and 213 with focus on housing and land stewardship.

As noted at that meeting staff has consulted with Pamela Hafey, the Islands Trust Communications Specialist regarding the best approach to implementing the strategy.

DISCUSSION

In general terms the target audiences and the purpose of the communications strategy are identified and articulated within the motion adopted by the LTC at their October 2, 2015 meeting:

HO-2015-079

Staff to initiate a communications strategy for the revised Official Community Plan and Land Use Bylaw focusing on communications with respect to housing opportunities, economic opportunities, regulations and best practices with respect to building and land development and contact with Hornby Island realtors.

A review of this motion indicates that there are two potential goals. The target audience of the motion is understood to be Island residents and members of the business and development community and it is further understood that one goal of the communications strategy is the intent to inform residents and raise the awareness of the accomplishments and the community benefits that have been achieved through the completion of the official community plan (OCP) and land use bylaw (LUB) reviews. A second goal is understood to be that of increasing community and realtor awareness of best management practices related to physical

development activities including the pending implementation of the *Riparian Areas Regulation* (RAR).

Based upon previous LTC discussions it is understood that there is intended to be an element of celebration associated with the approval of the Official Community Plan (OCP) and Land Use Bylaw (LUB). The materials prepared for this strategy should, to a degree, reflect this aspect as well as convey information on the positive aspects and the opportunities these approvals offer to residents. With respect to the new housing options (secondary suites/residences) and best practices for land stewardship, including *Riparian Areas Regulation* implementation, it would seem that a handout or pamphlet would be appropriate.

In discussions with the Trust's Communications Specialist a number of methods were identified to convey the communication strategy's message to the public. In addition to the proposed Community Information Meeting (CIM), which would be immediately preceded by an open house session, these methods or tools include such things as:

- Subscriber notifications
- Bulletin board notices
- Hornby Island Webpage
- Trustee Notebook
- Grapevine insert
- News release

It is suggested that the proposed open house and CIM feature a static display of poster boards with essential information and elements highlighted as well as information handouts and a PowerPoint type of presentation. Information handouts should include summaries of OCP and LUB amendments.

STAFF COMMENTS:

It is expected that implementation of the communications strategy would begin prior to the open house and community information meeting. This would likely begin with a Trustee Notebook article intended to raise public awareness about the adoption of the OCP and LUB being published in the Grapevine some time prior to the actual CIM. This would be accompanied by the posting of notices on local bulletin boards and possibly a news release. The Hornby Island webpage would also be used to post and provide information about the bylaws and the upcoming meeting. Information could also be circulated via the Islands Trust subscriber notification service.

It is anticipated that the meeting would begin with an open house session for those who wish to view the information materials and ask questions of staff in a more informal format prior to the start of the CIM. The CIM would feature a presentation which reviews the public consultation process for the OCP, LUB and RAR processes and timelines leading to their adoption in the case of the LUB and OCP bylaws and anticipated adoption of the RAR bylaws. This would be followed by a question and answer session.

It should be noted that it may not be possible to have the proposed printed brochures regarding secondary suites/residences and best management practices and stewardship available for this meeting assuming that the LTC will want to be actively engaged in reviewing proofs of those items prior to final printing.

RECOMMENDATIONS:

It is the recommendation of staff:

1. That the Denman Island Local Trust Committee adopt the draft Post Adoption Communication Strategy Project Charter.

Prepared and Submitted by:



January 28, 2016

Rob Milne RPP, MCIP
Island Planner

Date

Concurred in by:



January 28, 2016

Ann Kjerulf RPP, MCIP
Regional Planning Manager

Date

Attachments

1. Draft Project Charter

Post Adoption Communications Strategy- Charter v1

Hornby Island

Date: January 27, 2016

Purpose *The purpose of this project is to both celebrate and inform the community regarding the final adoption of Bylaw Nos. 149 and 150, the revised Official Community Plan and Land Use bylaws as well as Bylaw Nos. 151 and 152 the Riparian Areas Regulation (RAR) implementation bylaws with focus on housing and land stewardship .*

Background *The targeted OCP and LUB review began in 2009 and after considerable public, stakeholder and First Nations consultation was completed and the bylaws adopted in early 2016. The RAR implementation process commenced in 2012 and also involved an extensive public consultation process which concluded in 2015. At the time of the writing of this charter the OCP implementation bylaw is before the Minister for approval.*

Objectives

- To effectively inform Island residents and property owners of the adoption of the revised OCP, LUB and impending adoption of the RAR bylaws.
- To highlight the community benefits offered by the adoption of the bylaws.
- Highlight land stewardship

In Scope

- One community open house including a presentation focusing upon the community benefits of the adopted bylaws
- At least two information pamphlets one focussing upon housing options and the other on land stewardship.
- Preparation of public information materials for posting

Out of Scope

- More than one community open house.
- The production of more than two community information pamphlets.

Workplan Overview

Deliverable/Milestone	Date
Adoption of Project charter	February 12, 2016
Preparation of presentation and public information materials	March, 2016
Community Information Meeting and open house	April/May 2016

Project Team

Rob Milne, Island Planner	Project Manager
Pamela Haley,	Communications
Phil Testamale,	Graphic support

RPM Approval:

Ann Kjerulf

Date:

LTC Endorsement:

Resolution #:

Date:

Budget

Budget Source: Hornby RAR project

Fiscal	Item	Cost
2015-2016	Open House/CIM, Advertising and Brochure publication	\$1,640.00
		22
	Total	\$1640



Islands Trust

**HORNBY ISLAND
LAND USE BYLAW No.150, 2014**

**HORNBY ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 150**

**A BYLAW TO ESTABLISH REGULATIONS AND REQUIREMENTS RESPECTING THE USE OF
BUILDINGS AND STRUCTURES AND THE USE AND SUBDIVISION OF LAND**

The Hornby Island Local Trust Committee, being the Local Trust Committee having jurisdiction on and in respect of the Hornby Island Local Trust Area pursuant to the *Islands Trust Act*,

AND WHEREAS the Hornby Island Local Trust Committee wishes to adopt a Land Use Bylaw,

The Hornby Island Local Trust Committee enacts as follows:

1. TITLE

This Bylaw may be cited as the “Hornby Island Land Use Bylaw No. 150, 2014”.

2. APPLICATION

This Bylaw applies to:

Hornby Island,
Toby Island,
Flora Islet,
Norris Rocks,

and unnamed islets and the surface of water within 1000 metres of the natural boundary of the sea on Hornby and Toby Islands and Flora Islet, except where the boundary overlaps with that of Denman Island in which case, the jurisdiction of the Hornby Island Local Trust Committee extends to a line mid-channel between the two Islands as shown on Schedule B.

3. ORGANIZATION

The following schedules attached to and forming part of this Bylaw, are adopted as “Hornby Island Land Use Bylaw No. 150, 2014”:

Schedule A: Bylaw Text
Schedule B: Land Use Zoning Map

4. BYLAW REPEAL

“Hornby Island Land Use Bylaw No. 86, 1993” is repealed upon adoption of this Bylaw.

READ A FIRST TIME THIS 25TH DAY OF APRIL , 2014

PUBLIC HEARING HELD THIS 11TH DAY OF JULY , 2014

READ A SECOND TIME THIS 17TH DAY OF JULY , 2015

PUBLIC HEARING HELD THIS 14TH DAY OF AUGUST , 2015

READ A THIRD TIME THIS 14TH DAY OF AUGUST , 2015

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

6TH DAY OF OCTOBER , 2015

ADOPTED THIS DAY OF , 2015

SECRETARY

CHAIRPERSON

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SCHEDULE A LAND USE BYLAW TEXT

PART 1 INTERPRETATION

1.1 Definitions

- (1) In this Bylaw words have their ordinary dictionary meaning except as follows:

accessory in relation to a use, building or structure means incidental, secondary and exclusively devoted to a principal use, building or structure expressly permitted by this Bylaw on the same lot and within the same zone, or, if the accessory use, building or structure is located on the common property in a bare land strata plan, on a strata lot in that strata plan.

agriculture means the use of land, buildings or structures for the growing, rearing, harvesting, processing, marketing or production of agricultural plants, crops or livestock.

agricultural land reserve means a reserve of land established under the *Agricultural Land Reserve Act*.

Attached housing means two or more dwelling units that are attached physically but are owned or occupied by different domestic units.

bed and breakfast means a home occupation use that provides bedrooms within a dwelling unit for the temporary accommodation of the travelling public, and the provision of breakfast meals to those guests, but does not include boarding house.

bicycle rack means a structure designed to support and to accommodate the locking of no less than four bicycles.

boarding house means a dwelling, or part thereof, in which furnished sleeping accommodations, with meals, are provided for consideration to four or more persons as permanent accommodation.

building means any structure which is used or intended to be used for the shelter, habitation, support or accommodation of people or animals, or for the storage of goods or chattels, and includes manufactured homes, wood sheds, garages, carports, garden sheds, tool sheds and pit toilets.

campground means the use of land for the rental, lease or cooperative ownership of camping spaces for temporary accommodation of recreational vehicles, trailers or tents for a period not exceeding four weeks for any one occupant, but does not include a manufactured home park or park model homes.

camping space means an area in a campground that is used for the siting of one vehicle, trailer or tent, and for picnicking and overnight camping.

cliff means a land surface having an average slope exceeding 50 degrees measured from the horizontal plane and having a height exceeding 10 m (33 ft).

commercial kennel means a kennel used for the commercial accommodation or breeding or rearing of more than three dogs over the age of four months.

community facility means a building, structure or administrative office operated by a non-profit society or local government for the benefit of the community generally and used for community events including classes, public entertainment, cultural and social events or, in the context of a community housing development, for shared amenities for the use and enjoyment of the residents of the community housing development.

community housing means dwelling units that are deed restricted and/or rent controlled, that are subject to a housing agreement under s. 905 of the LGA and are constructed for community residents on land that is owned by a government body or agency or a non-profit organization constituted under the *Society Act*.

community trade and services means the creation of artisan products or the provision of services such as personal, business, food preparation, repair and professional services and may include retail sales.

crafts means original and unique works and works of art that are created by artisans and artists.

day care means a facility licensed to provide care services for no more than seven children;

derelict vehicle means any motor vehicle that has not been licensed for more than twelve months or is incapable of being driven.

domestic unit means a group of not more than five unrelated individuals.

dwelling unit means a room or set of rooms

- (a) used or capable of being used for human habitation by one or more individuals living in common occupancy as a single domestic unit and sharing facilities contained in that unit;
- (b) contained in a single building or manufactured home, ;
- (c) containing only one kitchen; and
- (d) under one roof with any covered walkway, covered patio or hall connecting two building portions being no longer than 4.0 m.

ecosystem means a functioning unit consisting of all organisms (plants, animals, microbes, and humans) in a given area and all the non-living physical chemical factors of their environment linked together through nutrient recycling and energy flow.

family means one or more persons related by blood, marriage, common law, adoption or foster parenthood; or not more than five unrelated persons sharing a dwelling unit.

fill means earth, sand, gravel or any other similar material used to raise, lower or in any way affect the elevation or contour of the natural ground surface.

float camps means float homes, rafts or other vessels anchored or moored and used or intended to be used as residential accommodation.

floor area means the total area of all floors in a building that have a floor to ceiling height greater than 1.2 m, including, where such use is permitted, floors in a recreational vehicle used for a residential use, measured to the exterior surface of the perimeter walls or, in the case of regulations dealing with floor areas within buildings, the interior surface of the walls of the relevant building area, and includes enclosed balconies, decks, porches and similar projections; but excludes cisterns and vertical service spaces that pierce a storey.

food processing and catering in regards to a home occupation means the creation of food products for consumption off-site and excludes take-out restaurants, cafes or similar food service facilities.

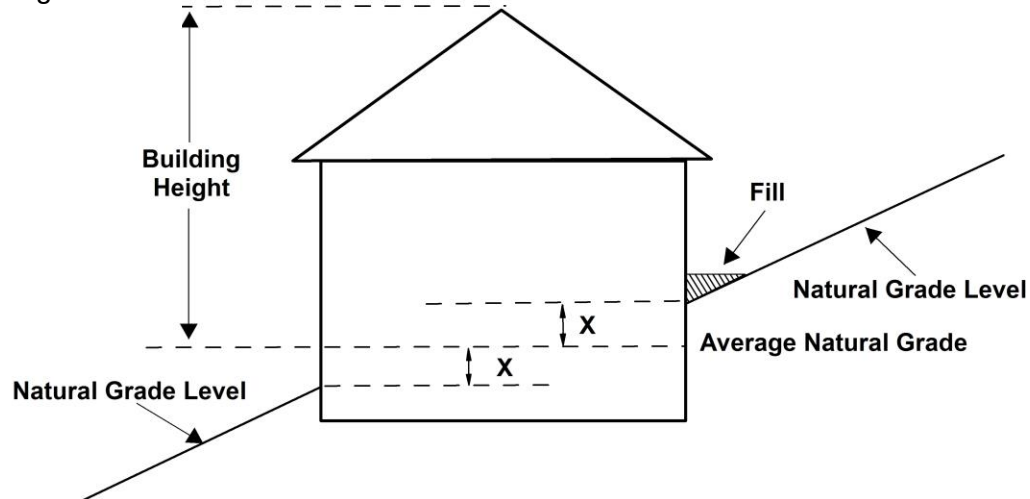
full-time equivalent in relation to employees for home occupations means the total number of hours that an employee would work in a year based on an 8-hour day.

grade level, average natural means the average natural grade level at the perimeter of a building or structure calculated by averaging the elevations at the midpoints of all the exterior walls or support points forming the building or structure's footprint.

grade level, natural means the level of the natural ground elevation adjoining each exterior wall of a building or structure.

height of building or structure means the vertical distance to the highest point of the upper roof and in the case of a structure without a roof, to the highest point of the structure, all measured from average natural grade level.

Figure 1



highway means a public road, lane, bridge and any other way open to public use, but does not include a private right-of-way on private property.

home occupation means any trade, occupation, profession or craft carried on for remuneration or financial gain and which is accessory to the principal residential use of a lot.

horticulture means the use of land for growing fruits, vegetables, plants or flowers.

hostel means a building that contains shared sleeping units and common facilities for cooking, eating and washing in order to provide temporary accommodation for persons such as summer workers, displaced.

human habitation means the use of a building or structure by a person or persons for shelter, cooking of food or sleeping and includes temporary and transient use for these purposes.

incidental sales, in relation to a home occupation use, means the sale of products normally associated with the home occupation.

kitchen means an area within a building used for preparing food and may include food storage and serving and dish washing facilities.

land includes land that is ordinarily covered by water.

laundromat means a commercial or communal establishment for the self service washing, drying or ironing of clothes or household linens.

Live/work studio means a commercial use combined with a residential use in such a manner that the residential and commercial uses constitute a single occupancy of the premises,

lodge means a building containing two or more visitor accommodation units with or without common dining facilities.

lot means any lot; block or other area in which land is held or into which it is subdivided.

lot coverage means the proportion of the lot area that is covered by buildings and structures including, where such use is permitted, a recreational vehicle used for a residential use, expressed as a percentage of the lot area;

lot line means a legally defined line bounding any lot and

- (a) **front lot line** means a lot line common to a lot and an abutting highway, and where there is more than one such line, the shortest of them;
- (b) **rear lot line** means the lot line opposite the front lot line, and where the rear portion of the lot is bounded by intersecting lines, the point of such intersection farthest from the front lot line;
- (c) **exterior side lot line** means the lot line or lot lines not being the front lot line or rear lot line but common to a lot and an abutting highway; and
- (d) **interior side lot line** means any lot line that is not a front lot line, rear lot line or exterior side lot line.

low impact recreation means recreational activities which cause minimal disturbance to the natural environment, including but not limited to hiking, bicycling, bird watching, horseback riding, picnicking and specifically excluding the use of motorized vehicles.

manufactured home means a transportable dwelling unit which arrives at the site where it is to be occupied, complete and ready for occupancy except for placing on foundation supports, connections of utilities and some incidental assembly.

mariculture means the cultivation, rearing and harvesting of univalve or bivalve mollusca.

marina means marine docking, moorage, storage and launching facilities for the accommodation, moorage, storage, launching, maintenance and minor repair and sale of boats and similar vessels and includes yacht clubs and structures commonly associated with marine docking, moorage, storage and launching facilities, but specifically excludes all structures used or intended to be used for the shelter or storage of boats.

medical health clinic means a facility for medical diagnosis and treatment of out-patients.

mooring buoy means a buoy marking the location of a mooring. Usually attached to an anchor by a rope, cable or chain.

natural boundary means the visible high water mark of the sea, a lake, a stream or other water body where the presence and action of water are so common 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 banks thereof, in respect to vegetation, as well as in respect to the nature of the soil itself, as defined in Section 1 of the *Land Act*, or a surveyed high watermark identified on the plan of subdivision most recently registered in the Land Title Office, or the plan accompanying the instrument conveying Crown land in fee simple. In a dispute, a new plan prepared by a BC Land Surveyor shall prevail.

natural ground surface means the ground surface of land prior to any intentional disturbance, alteration, excavation or placement of fill.

personal service means the provision of services directly to the physical person of the consumer and includes hair cutting shops, massage therapists, medical health clinics and the incidental retail sale of goods commonly associated with these uses.

principal use means a main permitted purpose for which land, buildings or structures, as listed in the applicable zoning district in this bylaw, is used.

pub means an establishment providing primarily for the serving of alcoholic beverages, including off-premises sales, and includes premises in which food is served in conjunction with the serving of alcoholic beverages.

public park means land designated as park on a plan of subdivision filed in the Land Title Office or land designated under the *Park Act* or the *Park (Regional) Act*.

public recreation facility means playgrounds, sport facilities, clubhouses and associated meeting spaces, shower and locker rooms and related amenities operated by a non-profit society for the public and does not include a pub.

public service use means the provision of water, gas, electrical, telephone, television or emergency services by a government body or agency or by a company regulated by the *Utilities Commission Act* or the *Radio communication Act* of Canada, serving only the Hornby Island local community.

public use includes the use by the general public of such things as schools, streets, highways, hospitals, government buildings, parks, water reservoirs, community housing, public theaters, bridges, utilities and numerous other purposes designated as beneficial to the public.

pump/utility house means a building or structure with a maximum floor area of 4 m² having the sole purpose of enclosing pumping equipment, valves, pipes and filtration equipment associated with a source of water, electrical power or communication connection devices.

recreational vehicle means any structure, trailer, or vehicle used or designed to be used for temporary living or sleeping purposes and which is designed or intended to be mobile on land, whether or not self-propelled.

residential means a use of land providing for the home life of a person or persons in common occupancy.

restaurant means an establishment providing primarily for the preparation and sale of food for eating in the establishment or taking out, and may include the serving of alcoholic beverages in conjunction with food.

retail store means an establishment providing for the sale, rental or repair of commodities or goods to the ultimate consumer or user, and specifically excludes Laundromats and service stations.

school means a public or private education facility not including overnight or dormitory accommodation.

secondary suite means an separate dwelling unit located wholly within a building which is a single real estate entity used for residential use and which contains only one other dwelling unit (See section 3.8).

service station means a use of land providing for the retail sale of motor fuels and lubricating oils and which may include the sale, servicing or repair of motor vehicles, the sale of motor vehicle accessories, and the rental of trailers, motor vehicles, and tools and equipment for automotive or household use.

shipping container means a metal transport container designed for and customarily associated with road, rail or ocean transport.

sign means any identification, description, illustration or device which is visible from any public place or is located on private property and exposed to the public and which directs attention to a product, service, place, activity, person, institution, business or solicitation.

sign, third party means a sign that is located on a different lot from the lot on which is located the land use, occupancy or business to which the sign pertains, and for this purpose abutting lots in common ownership are considered to be a single lot.

silviculture means all activities related to the growing and sustainable management of forests but does not include the processing of wood or wood products.

structure means any object or construction fixed to, supported by or embedded in land including retaining walls and stairs and excludes loose stones and concrete, other paved surfaces, storage of building materials, septic fields, tanks, absorption fields and related appurtenances.

studio means the working place of a painter, sculptor, photographer, musician, or other arts or crafts person.

vacation home rental use means the use of a residential dwelling unit for the temporary accommodation of paying guests, where:

- a) an owner or tenant of the lot on which the dwelling unit is located is ordinarily resident in the dwelling and the vacation home rental use is occurring during a temporary absence of that owner or tenant; or
- b) the owner or tenant is residing in another lawful dwelling on the same lot while the vacation home rental is occurring; or
- c) the owner of the lot resides seasonally in the dwelling unit and the vacation home rental use is occurring during the absence of that owner;

and includes such a use of a dwelling unit the residential use of which is a lawfully non-conforming use under s. 911 of the *Local Government Act*, unless such residential use is discontinued for a continuous period of six months.

visitor accommodation unit means commercial accommodation on a lot zoned for commercial use that consists of the temporary rental of a room or set of rooms for not more than four consecutive weeks to members of the traveling public whose permanent domicile or home life is elsewhere.

watercourse means any natural depression with a bed 0.6 m or more below the average elevation of the surrounding land, containing water at least six months of the year.

1.2 Information Notes

- (1) Where a paragraph or sentence in this Bylaw is preceded by the words “Information Note”, the contents of the paragraph or sentence are provided only to assist in understanding of the bylaw and do not form a part of the Bylaw.

PART 2 ADMINISTRATION

2.1 Application

- (1) This Bylaw shall apply to that part of the Hornby Island Local Trust Area as shown on Schedule C. Encompassed in this area of application are the entire land area of all islands, islets, reefs, rocks, and the seabed, water column and all surface waters.

2.2 Conformity

- (1) No person may use or occupy or permit any land, water surface, building or structure to be used or occupied, or subdivide any land, except as permitted by this Bylaw.
- (2) No building or structure shall be constructed, reconstructed, altered, moved or extended by the owner, occupier or other person such that it contravenes this bylaw
- (3) Nothing contained in this Bylaw relieves any person from the responsibility to comply with other legislation applicable to their use of land, buildings or structures.
- (4) Any existing lot created prior to adoption of this Bylaw that is less than the minimum lot area specified in the applicable zone for the creation of new lots by subdivision may be used for any use permitted in that zone unless otherwise specified in this Bylaw.
- (5) No lot or area may be subdivided, no building, structure or land may be used, and no building or structure may be sited in a manner which renders any existing use, building or structure illegal or non-conforming.

2.3 Inspection

- (1) The Islands Trust Bylaw Enforcement Officer or any officers of the Islands Trust designated to administer this Bylaw is authorized to enter, at any reasonable time and after having given prior notification to the occupier, upon any property that is subject to regulation under this Bylaw, for the purpose of determining whether the regulations are being observed.

2.4 Violation

- (1) Any person who does any act or thing or permits any act or thing to be done in contravention of this Bylaw, or who neglects to do or refrains from doing any act or thing which is required to be done by any of this Bylaw commits an offence under this Bylaw.

2.5 Penalty

- (1) Any person who commits an offence against this Bylaw is liable, upon summary conviction, to a fine and penalty, pursuant to the *Offence Act*, and the costs of prosecution. Each day during which an offence against this Bylaw is continued is deemed to constitute a new and separate offence.

2.6 Covenants

- (1) Where under this Bylaw an owner of land is required or authorized to grant a covenant restricting subdivision or development, the covenant must be granted to the Local Trust Committee pursuant to Section 219 of the *Land Title Act* in priority to all existing financial charges and delivered in registerable form satisfactory to the Local Trust Committee prior to the granting of the approval or authorization in respect of which the covenant is required. The covenant must indemnify the Local Trust Committee in respect of any fees or expenses it may incur as a result of a breach of the covenant by the covenantor.

2.7 Siting Compliance

- (1) Every applicant for a rezoning, a development permit, a temporary use permit or a development variance permit must provide a plan, sometimes referred to as a “survey certificate”, signed by a B.C. Land Surveyor showing the location on the lot of all existing and proposed buildings, structures and sewage absorption fields in relation to lot and zone boundaries, watercourses, wells and the sea, and in relation to other buildings on the lot, unless the Local Trust Committee determines that the provision of such a plan is not reasonably necessary to establish whether the proposed buildings, structures comply with the siting requirements of this or any other Bylaw.

2.8 Severability

- (1) If any section, subsection, sentence, clause, phrase, plan, map, diagram, table, schedule, or other graphic material or any part thereof of this bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder.

PART 3 GENERAL REGULATIONS

3.1 Uses Permitted in All Zones

- (1) In addition to uses permitted in specific zones, the following uses are permitted in all zones:
 - (a) Public service uses;
 - (b) Emergency heliports;
 - (c) Conservation areas, including ecological reserves and other habitat reserves and parks but excluding playgrounds and playing fields; and
 - (d) Air and marine navigation aids.

3.2 Uses Prohibited in All Zones

- (1) For certainty, the following uses, buildings and structures are prohibited in all zones, except where expressly permitted in Part 8:
 - (a) The use of a boat, vessel, or structure over water as a residence for more than four consecutive weeks or more than 90 days in any calendar year, except where expressly permitted;
 - (b) The use of the surface of the water for the mooring or berthing of float camps;
 - (c) The use of an accessory building or structure as a dwelling unit;
 - (d) Overnight accommodation in tents or recreational vehicles accessory to or in association with vacation home rental use.
 - (e) Amusement parks, shooting ranges, water slides, go cart tracks, and commercial golf courses;
 - (f) Fin fish aquaculture in any water zone;
 - (g) Commercial kennels;
 - (h) Airports other than float plane bases;
 - (i) Heliports
 - (j) Wharves and breakwaters except those operated by government and those operated for commercial purposes;
 - (k) Disposal of effluent from pumping out sewerage facilities on to land
 - (l) Disposal of sewage by marine outfall;
 - (m) Disposal or storage of toxic or hazardous waste;
 - (n) Storage of waste and sale of salvage material unless expressly permitted in Part 8 of this Bylaw;
 - (o) Wrecking or storage of derelict automobiles, vessels or mechanical equipment.
 - (p) The rental or sale of personal watercraft, all-terrain vehicles, gas powered scooters or off-road motorcycles;
 - (q) Water utility lines connecting any one island to another island or the mainland;

- (r) Wind generators in any water zone and wind generators intended to provide power to an island other than the island on which the structures are located;
- (s) Casinos;
- (t) Any use of a shipping container unless screened;
- (u) The use of a well for the extraction of ground water for transportation off the lot from which it is extracted, except where permitted through zoning regulations or Temporary Use Permit;
- (v) Commercial raising of domestic animals or poultry on lots having an area less than 1.0 hectare;
- (w) Exterior lights that illuminate surrounding properties or a highway;

INFORMATION NOTE: *uses that are not permitted in this Bylaw may be considered upon application for a Temporary Use Permit in accordance with Official Community Plan policies and regulations in this Bylaw pertaining to Temporary Use Permits.*

3.3 Siting and Setback Regulations

- (1) The setback regulations set out in this Bylaw do not apply to any permitted sign or fence that does not exceed 2.0 metres in height.
- (2) No building or structure may be located within 15.0 metres of, nor less than 1.5 metres above, the natural boundary of any lake, watercourse or the sea.
- (3) Despite Subsection 3.3(2) no buildings or structures may be located within 30.0 metres of Ford Creek or Beulah Creek or wetlands shown on Schedule D
- (4) Where fill is used to achieve the elevation required in Subsection 3.3(2), no portion of the fill slope may be less than 15.0 metres from the natural boundary and the face of the fill slope must be adequately protected against erosion by floodwaters.
- (5) No building structure may be located within 15.0 metres of the edge of any cliff, unless the owner provides to the Islands Trust a certification signed by a professional engineer with experience in geotechnical engineering that the siting of the building or structure is safe, in which case the minimum distance is 10.0 metres.
- (6) All pit toilets must be set back at least 15.0 metres from all lot lines.
- (7) Feeding troughs, manure piles, buildings and structures for housing animals and sewage disposal fields must be set back at least 30.0 metres from any well or from the natural boundary of any lake, watercourse or the sea.
- (8) The keeping of livestock or birds and the siting of buildings or structures used for housing livestock or poultry is prohibited within 15.0 metres of the natural boundary of any lake, watercourse or the sea.
- (9) Feeding troughs, manure piles and buildings and structures for housing animals must be set back at least 15.0 metres from all lot lines.
- (10) Buildings and structures used for the commercial growing of mushrooms, the commercial raising of livestock or more than 100 birds must be set back at least 30.0 metres from any highway, lot line, and the natural boundary of any lake, watercourse or the sea.

3.4 Height Regulations

- (1) Buildings and structures other than agricultural buildings and structures must not exceed a height of 8.0 metres.
- (2) Buildings and structures, other than agricultural buildings and structures, located within 100.0 metres of the natural boundary of the sea must not exceed a height of 7.0 metres.
- (3) Accessory buildings and structures must not exceed a height of 6.0 metres.
- (4) Agricultural buildings and structures must not exceed a height of 10 metres.
- (5) The height limits set out in this section do not apply to any radio or television antenna, flag pole, lighting pole, utility pole, water storage tank or wind turbine.

INFORMATION NOTE: *Applications for development variance permits to vary the setback or height requirements of this Bylaw can be considered by the Local Trust Committee.*

3.5 Accessory Uses, Buildings and Structures

- (1) Unless a building is attached to a principal building by a structure having walls, roof, and a floor, it is for the purposes of this Bylaw deemed not to be part of the principal building, but is deemed to be an accessory building or structure.
- (2) The floor area occupied by a cistern used for domestic water or irrigation purposes is excluded from the calculation of the floor area of any accessory building or structure.

3.6 Home Occupation Regulations

Prohibited Uses

- (1) Only the uses expressly permitted in Subsections 3.6(3), 3.6(9) and 3.6(20) inclusive are permitted as home occupations. Without limiting the generality of the foregoing the following uses are prohibited as home occupations:
 - (a) restaurant, food take-out service;
 - (b) retail store;
 - (c) salvage, junk or incineration business;
 - (d) chemical manufacturing;
 - (e) storage of toxic or flammable materials other than for use in small quantities in carrying out a home occupation;
 - (f) winery involving a lounge other than on ALR land;
 - (g) extraction and sale or delivery of groundwater;
 - (h) high-pressure cleaning, laundry, laundromat, shower or bathing facility or other activity that involves the use of groundwater as a primary element of the home occupation or that causes total domestic water use to exceed 350 litres per day;
 - (i) any activity that creates vibration, glare, fumes, odours, electrical interference or any other nuisance ordinarily detectable off the lot on which the home occupation is operated; and
 - (j) any activity that is prohibited elsewhere in this bylaw.

Limited Home Occupations

- (2) Subsections 3.6(3) to 3.6(7) inclusive apply to home occupations conducted on lots less than 0.1 hectare in area.
- (3) The following uses, and no other uses, are permitted as home occupations:
 - (a) Art and craft studios not open to the public;
 - (b) Professional office;
 - (c) Mail order business;
- (4) The maximum total combined floor area of all home occupations conducted on the lot is 40 percent of the total combined floor area of the dwelling unit and accessory buildings, up to a maximum of 65 square metres.
- (5) The home occupations must be conducted wholly within a principal dwelling unit.
- (6) The home occupations must be operated solely by residents of the property.
- (7) The noise level created by a home occupation on the lot must not be detectable at the lot line.

Basic Home Occupations Tier 1

- (8) Subsection 3.6(9) applies to home occupations conducted on lots of 0.1 hectare or larger and less than 0.4 hectares in area.
- (9) The following uses (including uses permitted in the Limited Home Occupation), and no other uses, are permitted as home occupations:
 - (a) Home occupation uses listed in Subsection 3.6(3)
 - (b) Bed and breakfast
 - (c) Art and craft studios, including incidental sales
 - (d) Personal service, including incidental sales

Basic Home Occupations Tier 2

- (10) Subsections 3.6(9) to 3.6(18) inclusive apply to home occupations conducted on lots of 0.1 hectare or larger and less than 2.0 hectares in area.
- (11) The following uses; including uses permitted in the Limited Home Occupation and Basic Home Occupations Tier 2; and no other uses, are permitted as home occupations:
 - (a) Home occupation uses listed in Subsection 3.6(3)
 - (b) Bed and breakfast
 - (c) Art and craft studios, including incidental sales
 - (d) Personal service, including incidental sales
 - (e) Day care
 - (f) Manufacture, assembly and repair of goods, including incidental sales
 - (g) Welding shops, including incidental sales
 - (h) Trades persons offices, including incidental sales
 - (i) Sales distributorship

- (j) Sale of arts and crafts produced on the property, including incidental sales
- (k) Rental of un-motorized boats, and kayaks
- (l) Rental of bicycles and tools
- (m) Food processing and catering
- (n) Teaching classes limited to crafts, trades or arts
- (o) sales of products grown or produced on the lot
- (12) A maximum of two home occupations are permitted per lot.
- (13) The home occupations must be conducted wholly within a principal dwelling unit or an accessory building.
- (14) Despite 3.6(11), kilns and, daycare play areas and storage, may be outdoors.
- (15) Outdoor uses permitted in 3.6(12) must be screened from adjacent lots and public rights-of-way with a vegetation screen or solid fence pursuant to Section 3.9 and 3.10.
- (16) The outdoor area that may be used for a home occupation is limited to:
 - (a) a combined maximum of 105 square metres for a kiln and daycare play area
 - (b) a combined maximum of 10 percent of the total lot area up to a maximum of 500 square metres for storage associated with home occupations
- (17) The maximum total combined floor area of all home occupations conducted on the lot is 40 percent of the total combined floor area of the dwelling unit and accessory buildings, up to a maximum of 80 square metres.
- (18) The home occupations must be operated by residents of the property.
- (19) The maximum number of employees, other than residents of the lot, permitted at any time is 2 full-time equivalents per lot.
- (20) The noise level created by a home occupation on the lot, must not be detectable at the lot line.

Extended Home Occupations

- (21) Subsections 3.6(20) to 3.6(28) inclusive apply to home occupations conducted on lots of 2.0 hectares or larger in area.
- (22) The following uses; including the uses permitted in the lower tiers; and no other uses, are permitted as home occupations on lots of 2.0 hectares or larger:
 - (a) Home occupation uses listed in subsections 3.6(3) and 3.6(9)
 - (b) Teaching classes for teaching crafts, trades or arts
 - (c) Vehicle and boat repair, including incidental sales
 - (d) Storage facilities for personal property, including incidental sales
 - (e) Sawmilling, on lots larger than 4.0 ha, including incidental sales
 - (f) Winery with outdoor picnicking, including incidental sales?
- (23) A maximum of two home occupations are permitted per dwelling.
- (24) The home occupations may be conducted within a principal dwelling unit, an accessory building or outdoors.

- (25) Outdoor uses permitted in 3.6(22) must be screened from adjacent lots and public rights-of-way with a vegetation screen or solid fence pursuant to Section 3.10).
- (26) The outdoor area that may be used for a home occupation is limited to:
 - (c) a combined maximum of 105 square metres; plus
 - (d) a combined maximum of 10 percent of the total lot area up to a maximum of 500 square metres for storage associated with home occupations.
- (27) The maximum total combined floor area of all home occupations conducted on the lot is 40 percent of the total combined floor area of the dwelling unit and accessory buildings, up to a maximum of 150 square metres.
- (28) The home occupations must be operated by residents of the property.
- (29) The maximum number of employees, other than residents of the lot, permitted at any time is 6 full-time equivalents per lot.
- (30) The noise level created by a home occupation on the lot, must not be detectable at the lot line.

General Regulations

- (31) Subsections 3.6(30) to 3.6(36) inclusive apply to home occupations on any size lot.
- (32) A dwelling unit that is used for a home occupation must be occupied as a residence.
- (33) The home occupation must not use or store flammable or toxic materials involved in the home occupation within a dwelling unit and storage of such materials must comply with any applicable provincial regulations and guidelines.
- (34) If a home occupation involves the use or storage of substances that may contaminate ground or surface water, a containment system must be in place to ensure that the substances do not come into contact with the ground.

INFORMATION NOTE: *The operator of a home occupation must comply with all applicable regulations of the Province of British Columbia, the Vancouver Island Health Authority and the Comox Valley Regional District with respect to buildings, public health, noise, air quality, safety, water quality and environmental protection.*

- (35) No changes must be made to the residential appearance of the property other than permitted signage, required provision for parking and permitted outdoor storage and activities that comply with screening regulations.
- (36) The storage and display of items for sale that are incidental to the home occupation must not take up more than 10% of the area used for the home occupation.

Bed and Breakfast

- (37) Where a bed and breakfast home occupation is permitted in any zone subsections 3.6(38) to 3.6 (39) inclusive apply.
- (38) The operator of the bed and breakfast home occupation must:
 - (a) provide only temporary accommodation for the travelling public;
 - (b) use only rooms that are located in the dwelling unit in which the home occupation is operated, for the accommodation of the travelling public;
 - (c) provide no more than two beds per bedroom; and

- (d) serve breakfast meals to guests who have been accommodated overnight.
- (39) Bed and breakfast home occupations are not permitted on lots with areas of less than 0.1 hectares.
- (40) The number of bedrooms used to accommodate the travelling public in a bed and breakfast home occupation must not exceed:
 - (a) one if the lot is 0.25 hectares or less in area;
 - (b) two if the lot is greater than 0.25 hectares and 1 hectare or less in area;
 - (c) three if the lot is greater than 1 hectare in area.
- (41) On lots designated as Aquifer IA on Schedule D2 of the Hornby Island Official Community Plan Bylaw No 149, bed and breakfast use is permitted provided that an authorized person as defined in the Sewage System Regulations under the *Public Health Act* has stated in writing to the Islands Trust that the sewage disposal system to which the building accommodating the proposed bed and breakfast use is connected to is capable of providing adequate sewage treatment for residential use and for the proposed bed and breakfast use.

3.7 Vacation Home Rental Uses

- (1) Vacation home rental uses must be in accordance with the following limitations:
 - (a) A dwelling unit may only be occupied by paying guests during the months of May, June, July, August and September.
 - (b) During any period of seven consecutive days a dwelling unit may be occupied by only one guest or guest party.

Information Note: *The following information is not part of the bylaw and is for information purposes only. Regulation 3.7.1(b) permits the use of a vacation home rental for a period of less than seven days (for example a three night rental). As an example, the regulation does not permit a vacation rental unit to be rented for three days to one group and then three days to a different group during that same seven day period. Limiting rental turnover within a seven day rental period in a dwelling is important in helping maintain the rural residential character of Hornby's neighbourhoods, while allowing vacation home rental use to occur in a dwelling*

- (c) A dwelling used for vacation home rental use shall not be used to accommodate more than two beds per bedroom or more than three bedrooms if the lot on which the dwelling is located has an area of less than one hectare, or more than four bedrooms if the lot has an area of one hectare or more.
- (d) A vacation home rental use shall not alter the residential character or appearance of the lot in which the vacation home rental use is located, with the exception of required parking spaces and the sign required in Section 3.7, which may be posted only when a vacation home rental is occurring.
- (e) On lots designated as Aquifer IA on Schedule D2 of the Hornby Island Official Community Plan Bylaw No 149, vacation home rental use is permitted provided that an authorized person as defined in the Sewage System Regulations under the *Public Health Act* has stated in writing to the Islands Trust that the sewage disposal system to which the building accommodating the proposed vacation

home rental use is connected to is capable of providing adequate sewage treatment for residential use and for the proposed vacation home rental use

- (2) A sign must be posted on the premises of each vacation home rental use while the use is occurring, clearly legible from a public road, indicating contact information including the name and telephone number of the owner of the premises or an agent of the owner who is reasonably available to deal with any impacts of the rental use on neighbouring premises.

3.8 Secondary suites

- (1) Where a secondary suite is permitted in Part 8 of this Bylaw, the suite must:
 - (a) be authorized by a siting and use permit;
 - (b) meet all requirements of the British Columbia Building Code;
 - (c) contain at least one bedroom and bathroom, a separate kitchen and living area;
 - (d) be allocated at least one off-street parking area on the same lot, in addition to any parking requirements for the principle dwelling unit;
 - (e) be located wholly within the principle residential dwelling;
 - (f) be occupied by the owner or residential tenant; and
 - (g) be limited in size to 40% of the floor area of the principal dwelling unit to a maximum floor area of 90 m².
- (2) Where a secondary suite is permitted in Part 8 of this Bylaw, an authorized person as defined in the Sewage System Regulations under the *Public Health Act* must state in writing to the Islands Trust that the sewage disposal system to which the building accommodating the secondary suite is connected to is capable of providing adequate sewage treatment for the principal dwelling and secondary suite.
- (3) Despite Part 8 of this Bylaw, a secondary suite is not a permitted use in a dwelling on any lot within the highly developed – high vulnerability aquifer designation as shown on Schedule D2 of the Hornby Island Official Community Plan Bylaw No 149.

3.9 Fences

- (1) Within the setbacks from any lot line as prescribed in Part 8 of this Bylaw, the maximum height of a fence is 2.0 metres and, elsewhere, the maximum height of a fence is 3.0 metres.
- (2) The provision of a landscape screen is exempted from subsection 3.7.

3.10 Screening

- (1) Screening must be provided in the form of a wood fence of sound construction or evergreen native vegetation, of a sufficient height to provide a complete and year-round visual screen between the uses being separated:
 - a) where materials, tools, equipment, containers or finished products of a home occupation, commercial or industrial use are stored outside a building or enclosed structure or where the use is carried out outdoors, by the owner of the lot on which the storage or use is occurring and on that lot, to screen the outdoor storage area or use from adjacent lots and highways;

- b) where an industrial use is adjacent to a commercial or residential use, by the owner of the lot on which the industrial use is located and on that lot, to screen the industrial use from the commercial or residential use
 - c) where a commercial use is adjacent to a residential use, by the owner of the lot on which the commercial use is located and on that lot, to screen the commercial use from the residential use
 - d) where five or more motor vehicle parking spaces are required by this bylaw to be provided, or where one or more derelict vehicles are parked or stored on a lot, by the owner of the lot on which the parking spaces or vehicles are located, to screen the vehicles from any adjacent highway and from any adjacent residential use; and
- (2) Subsection (1) need not be complied with if the use or parking area is completely screened year round from view from the adjacent highway or use or lot, as the case may be, by evergreen native vegetation at least two metres high, but those requirements must be complied with if the native vegetation is removed or damaged such that it no longer provides a complete screen.

3.11 Temporary Dwelling

A recreational vehicle, mobile home, caravan, travel trailer or existing structure may be used as a temporary dwelling while a principal dwelling unit is under construction provided that:

- (a) A siting and use permit has been issued for the principal dwelling unit;
- (b) The period of occupancy of the temporary dwelling does not exceed 365 days.
- (c) The temporary dwelling is sited to permit direct discharge of effluent into an approved sewage disposal system; and
- (d) On completion and occupancy of the principal dwelling unit, the recreational vehicle, mobile home, caravan, travel trailer or existing structure is not used as a dwelling.

INFORMATION NOTE: *Information guides and application forms for Siting and Use Permits can be found on the Hornby Island webpage under "Land Use Planning- Application Guides & Forms" on the Islands Trust website: (<http://www.islandstrust.bc.ca/islands/local-trust-areas/hornby.aspx>)*

3.12 Derelict Vehicles and Mechanical Equipment

- (1) No parcel shall be used for the wrecking or storage of derelict automobiles, vessels or mechanical equipment.

3.13 Use of Common Property

- (1) Land comprising the common property in a strata plan is not a lot for the purposes of the provisions of this Bylaw permitting dwellings in respect of lots,

3.14 Lots Divided by a Zone Boundary

- (1) If a lot is divided by one or more zone boundaries, the density permitted, including lot coverage, must be calculated by reference to the areas of the portions of the lot lying

within each zone, and dwellings may only be constructed on any portion of the lot if, and to the extent that, the density and siting regulations for that portion are complied with.

- (2) Despite Subsection 3.14(1), if one of the portions of the lot is in the Agricultural (A1) zone, the dwelling permitted in respect of that portion of the lot may be sited on another portion of the lot.

PART 4 SIGN REGULATIONS

4.1 Permitted Signs

- (1) Freestanding and fascia signs affixed to a building or structure are permitted in accordance with Table 4-6 and all other signs are prohibited.

4.2 Prohibited Signs

- (1) Despite Section 4.1, the following types of freestanding and fascia signs are prohibited:
 - (a) internally illuminated, blinking, backlit, and neon signs;
 - (b) signs with moving parts;
 - (c) signs that are designed to make noise;
 - (d) third party signs;
 - (e) signs painted on a natural rock face;
 - (f) signs illuminated by a floodlight or spotlight;
 - (g) signs that project over a highway or other public property; and
 - (h) signs that are sited or otherwise placed in a location seaward of the natural boundary of the sea.

4.3 Exempt Signs

- (1) The following signs are exempt from the regulations in this part:
 - (a) directional, traffic control, informational, interpretive and navigational signs sited and maintained by a public authority, agency or their authorized agents;
 - (b) warning signs such as private property signs prohibiting trespassing, vehicles, overnight camping or hunting, subject to the sign not exceeding 1.0 square metre in area;
 - (c) signs of duly nominated candidates for public office, provided that the signs are removed within 14 days after the date of the election;
 - (d) real estate signs located on a property that is for sale, subject to the sign not exceeding 1.0 square metre in area, provided that the signs are removed within 14 days after the sale of the property;
 - (e) temporary notices posted for less than 60 days; and
 - (f) In the mariculture (M3) zone, up to two signs each not exceeding 0.5m² in area per water lot lease or license area indicating the type of mariculture being carried out on the lease or license.

4.4 Siting and Height

- (1) A sign permitted in this part may be located anywhere on the property including within a required front yard or exterior side yard setback area.

4.5 Obsolete Signs

- (1) Any sign which has become obsolete because of the discontinuance of the business, service or activity which it advertises must be removed within 30 days after the sign becomes obsolete.

4.6 Sign Number and Area

- (1) Every sign, except those exempted in Section 4.3, must comply with Table 4.6.

Table 4.6: Sign Number and Area		
Zone/Use	Number of Signs Permitted for each Lot, Premises or Use	Maximum Total Sign Area Permitted for Each Lot, Premises or Use
Vacation Home Rental Use	1 per lot or vacation home rental use	15 centimetres by 30 centimetres
R1, R2, R3, R4,	1 per lot or home occupation	1.0 m ²
A1, A2, A3, A4	1 per home occupation	1.0 m ²
C1, C2, C3, C4, C5, C6, C7, C8	1 per use	4.0 m ²
EP1, WS	None	n/a
P1, P2	None	n/a
PU	1 per use	4.0 m ²
M1,M2,M3, M4, M5	1 per tenure	n/a

PART 5 PARKING REGULATIONS

5.1 Location

- (1) All required off-road parking spaces shall be located on the lot on which the use or occupancy in respect of which they are required is located, or on a lot within 100 metres, with appropriate zoning.
- (2) In the case of a parking space for the disabled, it shall be located at the closest point as is practical to the main entrance to any building containing the use for which the disabled parking space is required.

5.2 Design Standards

- (1) Each parking space shall be accessible to a highway via a manoeuvring aisle not less than 7.5 metres in width in the case of 90 degree parking; 5.5 metres in width in the case of 60 degree parking; and 3.5 metres in width in the case of 45 degree and parallel parking; and no parking space may abut a highway such that the use of the parking space necessitates reversing a motor vehicle from or onto the highway. If a parking space is accessible directly from a lane the combined length of the parking space and width of the lane shall be at least 12.5 metres.
- (2) Parking spaces shall be at least 2.5 metres in width and 5.5 metres in length, exclusive of manoeuvring aisles, and have unobstructed vertical clearance of at least 2 metres. Parallel parking spaces shall notwithstanding the foregoing have a length of 7.5 metres.
- (3) Where more than four parking spaces are provided, other than on a residential lot, the parking area must have a hard, permeable, durable surface such as interlocking bricks or well packed gravel that does not produce dust.
- (4) Parking spaces in setback areas must not cover more than 40% of that area.
- (5) No parking area may have a gradient in any direction of more than 10%.

5.3 Calculation

- (1) Where more than one use is located on a lot, the total number of parking spaces required is the sum of the requirements for the uses calculated separately.
- (2) Where a particular use is not specifically listed in Table 5.4, the number of parking spaces required for the most similar listed use applies.
- (3) Where the number of spaces required includes a fraction, the owner or occupier must provide the next highest whole number of parking spaces.

5.4 Number of Off-Street Parking Spaces

- (1) Every owner of land must provide and maintain on the lot off-road vehicle parking spaces in accordance with Table 5.4.

Table 5.4 : Number of Off-Street Parking Spaces

Use of Building or Lot	Minimum Number of Parking Spaces	Minimum number of Parking Spaces for disabled	Minimum Number of Bicycle Parking Spaces (1 rack must secure a minimum of 4 bicycles)
1. dwelling unit	2 per dwelling unit	n/a	n/a
2. secondary suite	1 per secondary suite	n/a	n/a
3. restaurant, pub, cafe	1 per 2 seats	Greater of 1 or 1 per 50 parking spaces	Greater of 1 or 1 per 50 parking spaces
4. bed and breakfast home occupation and vacation home rental use	1 per bedroom used for guest accommodation	n/a	n/a
5. service stations and fire halls	4 plus 2 per service bay or fire truck bay	Greater of 1 or 1 per 50 parking spaces	Greater of 1 or 1 per 50 parking spaces
6. school	1 per employee plus 10 for visitors	Greater of 1 or 1 per 50 parking spaces	Greater of 1 or 1 per 50 parking spaces
7. marinas and boat ramps	1 per 3 berths and 4 per boat ramp or hoist	Greater of 1 or 1 per 50 parking spaces	Greater of 1 or 1 per 50 parking spaces
8. hotel, motel, lodge, resort	1 per visitor accommodation unit	Greater of 1 or 1 per 50 parking spaces	Greater of 1 or 1 per 50 parking spaces
9. community housing	1 per dwelling unit	n/a	n/a
10. home occupation other than a bed and breakfast	1 per two employees plus the number required for the relevant commercial or industrial use	n/a	n/a
11. community hall, church, social hall	1 per 4 seats of meeting assembly room maximum seating capacity	Greater of 1 or 1 per 50 parking spaces	Greater of 1 or 1 per 50 parking spaces
12. industry, equipment storage, building material supply,	1 per 40 m ² of floor area	Greater of 1 or 1 per 50 parking spaces	Greater of 1 or 1 per 50 parking spaces

Use of Building or Lot	Minimum Number of Parking Spaces	Minimum number of Parking Spaces for disabled	Minimum Number of Bicycle Parking Spaces (1 rack must secure a minimum of 4 bicycles)
warehouse			
13. retail, financial service, personal service, office, post office, library, bakery, museum	1 per 20 m ² of floor area	Greater of 1 or 1 per 50 parking spaces	Greater of 1 or 1 per 50 parking spaces

PART 6 SUBDIVISION REGULATIONS

6.1 Lot Area Calculations

- (1) Subdivisions shall comply with the minimum and minimum average lot area regulations set out in Part 8. For the purposes of this bylaw, the average lot area is the sum of the areas of the proposed lots divided by the number of proposed lots. Where there is no minimum average lot area specified in the zone the minimum lot area shall be considered the minimum average lot area.
- (2) If an owner of land being subdivided dedicates as parkland more than 5 percent of the land being subdivided, the area greater than 5 percent may, for the purpose of determining compliance with minimum average lot area regulations set out in Part 8, be included in the total area of lots being created.

6.2 Exemptions from Average and Minimum Lot Area Requirements

- (1) The minimum and average lot sizes areas specified in this bylaw do not apply:
 - (a) where the lot is being created for the purpose of accommodating unattended equipment necessary for the operation of a community water or sewer system, telephone exchange, electrical substation, or similar public service facility, and the use of the lot will generate no sewage;
 - (b) where the lot being created is to be used solely for park use or natural open space or conservation purposes provided that a covenant is granted that restricts the use of the lot to that purpose;
 - (c) where a lot is created by the consolidation of two or more lots; or
 - (d) to the adjustment of boundaries between lots provided that:
 - (i) the area of any lot would not be increased to an extent that it could be subdivided into more lots than would be permitted under this Bylaw without the boundary adjustment; and
 - (ii) the area of the new lot is not less than the minimum lot area specified for that zone; or
 - (iii) the area of the new lot is not less than the existing minimum lot area; and
 - (iv) the total number of lots after the boundary adjustment is no more than the total number of lots before the boundary adjustment.

6.3 Covenants Prohibiting Further Subdivision and Development

- (1) If a proposed subdivision is to yield the maximum number of lots permitted by the applicable minimum and average lot areas specified in Part 8, and one or more of the lots being created has an area equal to or greater than twice the applicable minimum average lot area, the applicant shall grant a covenant in respect of every such lot, prohibiting further subdivision of the lot and prohibiting construction, erection, or occupancy on the lot of more than the applicable zone's permitted number of residential dwelling units and accessory buildings.
- (2) If a subdivision is proposed that yields fewer than the maximum number of lots permitted by the applicable minimum and minimum average lot areas specified by this bylaw, and:

- (a) one or more of the lots being created has an area equal to or greater than twice the applicable minimum average lot area; and
- (b) one or more of the lots being created has an area less than the applicable minimum average lot area the applicant shall grant a covenant in respect of every lot prohibiting:
 - (i) the subdivision of the lot so as to create a greater total number of lots by subdivision and re-subdivision of the original lot than would have been created had the first subdivision created the maximum number of lots permitted by the applicable minimum and minimum average lot areas specified by this bylaw; and
 - (ii) the construction, erection, or occupancy on the lot of residential dwelling units and accessory buildings so as to create greater density of such development on the original lot than would have been created had the original lot been developed to the greatest density permitted by this bylaw without subdivision.
- (3) If the approval of a bare land strata plan would create common property on which this Bylaw would permit the construction of a residential dwelling unit, if the common property were a lot, the applicant shall grant a covenant in respect of the common property prohibiting the further subdivision of the common property, the construction of any residential dwelling unit on the common property, and the disposition of the common property separately from the strata lots.

6.4 Boundary Adjustment Subdivisions

- (1) A boundary adjustment subdivision is prohibited if it would result in the increase of the area of any lot to the point where the new lots created could together be subdivided into more lots than would be permitted under this bylaw without the boundary adjustment.
- (2) A boundary adjustment subdivision resulting in a lot lying in two or more zones is prohibited, except where all of the lots being subdivided are located in two or more zones.

6.5 Section 946 Subdivisions (Residence for a Relative)

- (1) No lot having an area less than 8 hectares may be subdivided pursuant to the *Local Government Act* to provide a residence for the relative of the owner unless the lot is entirely within the Agricultural Land Reserve.

6.6 Lot Frontage and Lot Shape

- (1) The frontage on a highway of any lot in a proposed subdivision and having highway frontage shall be at least 10% of its perimeter, unless exempted by the Local Trust Committee pursuant to the *Local Government Act*.
- (2) No lot in a proposed subdivision may have a depth greater than three times its width, excluding the width of any panhandle access strip.
- (3) If a proposed panhandle lot is not capable of being further subdivided under this bylaw, the minimum width of the access strip at any point is 10.0 metres.

- (4) If a proposed panhandle lot is capable of being further subdivided under this bylaw, the minimum width of the access strip at any point is 20.0 metres.

6.7 Split Zoned Lots

- (1) The creation of additional lots lying within two or more zones is prohibited.

6.8 Split or Hooked Lots

- (1) No additional lot which is divided into two or more portions by a highway or another lot may be created by subdivision.

6.9 Double Frontage Lots

- (1) No additional lot having frontage on more than one highway other than a corner lot may be created by subdivision.

6.11 Highway Standards

Information Note: For information on road standards see the Letter of Agreement between the Islands Trust and the Ministry of Transportation and Infrastructure, dated October 20, 1992 and as subsequently amended July 18, 1996.

6.12 Water Supply Standards

Information Note: For information on water quantity (volume) and quality (potability) requirements for proposed lots served by individual wells, contact the Provincial Approving Officer, Ministry of Transportation and Infrastructure, and for proposed lots served by a community water system contact the Vancouver Island Health Authority.

6.13 Onsite Disposal

Information Note: All uses of property which produce waste water require the installation a waste disposal system installed in compliance with the Sewerage System Regulation. Contact the Vancouver Island Health Authority for information.

PART 7 ESTABLISHMENT OF ZONES

7.1 Division into Zones

- (1) The Hornby Island Local Trust Area is divided into the following zones, the geographic boundaries of which are as shown on the Zoning Map designated as Schedule B and the regulations for which are set out in Part 8.

<u>Zone Name</u>	<u>Zone Abbreviation</u>
Residential 1 – Small Lot.....	R1
Residential 2 – Large Lot Residential	R2
Residential 3 – Community Housing.....	R3
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Agriculture 1	A1
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Commercial 1 – Service Station Commercial.....	C1
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Commercial 3 – Comprehensive Commercial.....	C3
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Commercial 5 – Resort	C5
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Ecosystem Management/Groundwater Recharge	EP1
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Public Use	PU
Marine Conservation	M1
Marine Park.....	M2
Mariculture	M3

Marine Access.....	M4
Marine Service	M5
Marine Private Moorage	M6

7.2 Zone Boundaries

- 1) Where a zone boundary on Schedule “B” coincides with a lot line, the lot line is the zone boundary
- 2) Where a zone boundary is shown on Schedule “B” as following any highway, right-of-way or stream, the centre line of such highway, right-of-way, or stream is the zone boundary.
- 3) Where land-based and water-based zone boundaries shown on Schedule “B” coincide, the zone boundary shall be the surveyed lot line as shown on the most recent plan registered in the Land Title Office, and where there is no such plan the natural boundary of the sea is the zone boundary.
- 4) Where a zone boundary shown on Schedule “B” does not follow a legally defined line and no dimensions are shown by which the boundary could otherwise be located, the location of the boundary must be determined by scaling from Schedule “B” and in that case the zone boundary is the midpoint of the line delineating the zone boundary.
- 5) Where two or more regulations within this bylaw conflict, the more restrictive regulation shall apply.

PART 8 ZONE REGULATIONS

8.1 Residential 1 – Small Lot (R1) Zone (*Galleon Beach, Shingle Spit, Sandpiper, Whaling Station Bay/Anderson Drive and portion of Klaver Lot*)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) residential use of a dwelling;
 - (b) residential use of a recreational vehicle;
 - (c) accessory uses, buildings and structures, including but not limited to home occupations; and
 - (d) vacation home rental use.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) a maximum of one residential dwelling unit or recreational vehicle used for a residential use per lot; and
 - (b) accessory buildings and structures.
- (3) Lot coverage must not exceed 10% of any lot having an area of 1.0 hectare or more, nor 15% of any lot having an area of less than 1.0 hectare.

Siting and Size

- (4) The minimum setback for any building or structure or recreational vehicle used for a residential use, except for a fence or pump/utility house shall be:
 - (a) 8.0 metres from a front lot line;
 - (b) 8.0 metres from a rear lot line, or 6.0 metres in the case of a lot having an area less than 4000 m²
 - (c) 6.0 metres from an interior side lot line, or 3.0 metres in the case of a lot having an area less than 4000 m² and
 - (d) 8.0 metres from an exterior side lot line, or 6.0 metres in the case of a lot having an area less than 4000 m²
- (5) The floor area of a residential dwelling unit must not exceed 200 m².
- (6) The total combined floor area of all accessory buildings on a lot must not exceed 100 m².

Subdivision Lot Area Requirements

- (7) No lot may be created by subdivision that has a lot area of less than 1.0 hectare.

Site Specific Regulations

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

Site-Specific Zone	Location Description	Site Specific Regulations
R1(a)	<i>Whaling Station Bay/Anderson Drive and portion of Lot 11, Section 9, Hornby Island, Nanaimo District, Plan 25736 PID-002-659-026</i>	<i>Despite subsection 8.1.5 of this Bylaw, the floor area of a residential dwelling unit must not exceed 150 m², however if a rain water catchment and storage system capable of storing 1155 litres of potable water and supplying it to the residential dwelling unit is maintained on the same lot, the floor area of the residential dwelling unit must not exceed 200 m².</i>
R1(b)	<i>Shingle Spit Residences</i>	1. <i>Despite subsection 8.1.2 of this Bylaw:</i> a) <i>a maximum of one residential dwelling unit is permitted for each 0.24 hectares of lot area;</i> b) <i>a maximum of 12 residential dwelling units are permitted per lot;</i> c) <i>a maximum of one accessory building is permitted per lot not exceeding 8 m² in floor area.</i> 2. <i>Despite subsection 8.1(4) (c) of this Bylaw, the minimum setback for any building or structure, except for a fence or pump/utility house shall be 3.0 metres from an interior side lot line.</i> 3. <i>Despite subsection 8.1(5) of this Bylaw, the floor area of a residential dwelling unit must not exceed 186 m².</i> 4. <i>Despite subsection 8.1(7) of this Bylaw, land in the R1(b) zone may not be subdivided.</i>

8.2 Residential 2 – Large Lot (R2) Zone

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) residential use of a dwelling;
 - (b) residential use of a recreational vehicle;
 - (c) secondary suite in a dwelling on lots 2.0 hectares or larger;
 - (d) horticulture accessory to a principal residential use;
 - (e) agriculture accessory to a principal residential use on lots 2.0 hectares or larger;
 - (e) silviculture accessory to a principal residential use on lots 2.0 hectares or larger;
 - (f) accessory uses, buildings and structures, including but not limited to home occupations; and
 - (g) vacation home rental use.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) a maximum of one residential dwelling unit per lot having an area less than 4.0 hectares;
 - (b) a maximum of two dwelling units per lot having an area of 4.0 hectares or larger; and
 - (c) accessory buildings and structures.
- (3) Lot coverage must not exceed 10% of any lot having an area of 1.0 hectare or more, nor 15% of any lot having an area of less than 1.0 hectare.

Siting and Size

- (4) The minimum setback for any building or structure, except for a fence or pump/utility house shall be:
 - (a) 8.0 metres from a front lot line;
 - (b) 8.0 metres from a rear lot line;
 - (c) 8.0 metres from any interior side lot line; and
 - (d) 8.0 metres from any exterior side lot line.
- (5) The floor area of a residential dwelling unit must not exceed 300 m².
- (6) The total combined floor area of all accessory buildings on a lot must not exceed 200 m².

Subdivision Lot Area Requirements

- (7) No lot may be created by subdivision that has a lot area less than 1.0 hectares.
- (8) No subdivision plan may be approved unless the lots created by the subdivision have an average area of at least 2.0 hectares.

Other Regulations

- (9) Despite 8.2(8) for lots where two legal dwellings are permitted, the minimum average lot area must be greater than 4.0 hectares.

8.3 Residential 3 – Community Housing (R3) Zone (*Elder Housing*)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) community housing;
 - (b) residential use of a dwelling; and
 - (c) accessory uses, buildings and structures.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) a maximum of one residential dwelling unit per lot;
 - (b) a maximum of six community housing dwelling units per 1.0 hectare of lot area to a maximum of 20 community housing dwelling units per lot;
 - (c) accessory buildings and structures;
 - (d) a maximum of one accessory community facility; and
 - (e) a maximum of one accessory building per residential dwelling unit and one accessory building per dwelling unit in a community housing development.
- (3) Lot coverage must not exceed 10 % of any lot having an area of 1.0 hectare or more nor 15% of any lot having an area less than 1.0 hectare.

Siting and Size

- (4) The minimum setback for any building or structure, except for a fence or pump/utility house shall be:
 - (a) 8.0 metres from a front lot line;
 - (b) 8.0 metres from a rear lot line;
 - (c) 8.0 metres from any interior side lot line; and
 - (d) 8.0 metres from any exterior side lot line.
- (5) The floor area of a residential dwelling unit must not exceed 150 m²
- (6) The floor area of a dwelling unit in a community housing development must not exceed 150 m².
- (7) The floor area of an accessory community facility must not exceed 200 m².
- (8) The floor area of an accessory building must not exceed 8.0 m².
- (9) The total combined floor area of all accessory buildings on a lot, excluding the 200 m² permitted for the accessory community facility, must not exceed 150 m².

Subdivision Lot Area Requirements

- (10) Land in the R3 zone may not be subdivided.

8.3A Residential 3A – Community Housing (R3A) Zone (ISLA)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) residential use of a dwelling;
 - (b) community housing;
 - (c) attached housing;
 - (d) live/work studios; and
 - (e) accessory uses including but not limited to home occupations.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) a maximum of five community housing dwelling units per 1.0 hectare of lot area to a maximum of 30 community housing dwelling units per lot;
 - (b) a maximum of four live/work studios per lot;
 - (c) accessory buildings and structures;
 - (d) a maximum of one accessory community facility; and
 - (e) a maximum of one accessory building per community dwelling unit .
- (3) Lot coverage must not exceed 10 % of any lot having an area of 1.0 hectare or more than 15% of any lot having an area less than 1.0 hectare.

Siting and Size

- (4) The minimum setback for any building or structure, except for a fence or pump/utility house shall be:
 - (a) 8.0 metres from a front lot line;
 - (b) 8.0 metres from a rear lot line;
 - (c) 8.0 metres from any interior side lot line; and
 - (d) 8.0 metres from any exterior side lot line.
- (5) The floor area of a dwelling unit, including a live/work studio, in a community housing development must not exceed 150 m².
- (6) The floor area of an accessory community facility must not exceed 200 m².
- (7) The floor area of an accessory building must not exceed 10 m².
- (8) The total combined floor area of all accessory buildings on a lot, including the 200 m² permitted for the accessory community facility, must not exceed 500 m².

8.4 Residential 4 – Forest (R4) Zone

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) residential use of a dwelling;
 - (b) secondary suite in a dwelling on lots 2.0 hectares or larger;
 - (c) horticulture accessory to a principal residential use;
 - (d) agriculture accessory to a principal residential use on lots 2.0 hectares or larger;
 - (e) silviculture accessory to a principal residential use on lots 2.0 hectares or larger;
 - (f) accessory uses, buildings and structures including but not limited to home occupations; and
 - (g) vacation home rental use.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) a maximum of one residential dwelling unit per lot having an area less than 4.0 hectares;
 - (b) a maximum of two residential dwelling units per lot having an area of 4.0 hectares or greater; and
 - (c) accessory buildings and structures.
- (3) Lot coverage must not exceed 5%.

Siting and Size

- (4) The minimum setback for any building or structure, except for a fence or pump/utility house shall be:
 - (a) 8.0 metres from a front lot line;
 - (b) 8.0 metres from a rear lot line;
 - (c) 8.0 metres from an interior side lot line; and
 - (d) 8.0 metres from an exterior side lot line.
- (5) The floor area of a residential dwelling unit must not exceed 300 m².
- (6) The total floor area of all accessory buildings on a lot must not exceed 100 m² per residential dwelling unit.

Subdivision Lot Area Requirements

- (7) No lot may be created by subdivision that has a lot area of less than 4.0 hectares.
- (8) No subdivision plan may be approved unless the lots created by the subdivision have an average area of 16.0 hectares or greater.

8.5 Agriculture 1 (A1) Zone

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) residential use of a dwelling;
 - (b) agriculture;
 - (c) silviculture;
 - (d) secondary suite in a dwelling on lots 2.0 hectares or larger;
 - (e) accessory uses, including but not limited to home occupations; and
 - (f) vacation home rental use.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) a maximum of one dwelling unit per lot having an area less than 4 hectares;
 - (b) a maximum of two dwelling units per lot having an area of 4 hectares or greater; and
 - (c) accessory buildings and structures.

INFORMATION NOTE: *It is necessary to comply with Agriculture Land Commission Regulations regarding second dwellings, for those properties within the Agricultural Land Reserve. ALC approvals may be required for second dwellings and secondary suites in addition to compliance with Section 3.8 of this bylaw.*

- (3) Lot coverage must not exceed 10 % of any lot having an area of 1 hectare or more nor 15% of any lot having an area less than 1 hectare.

Siting and Size

- (4) The minimum setback for any building or structure, except for a fence or pump/utility house shall be:
 - (a) 8.0 metres from a front lot line;
 - (b) 8.0 metres from a rear lot line;
 - (c) 8.0 metres from an interior side lot line; and
 - (d) 8.0 metres from an exterior side lot line.
- (5) The total combined floor area of all accessory buildings on a lot, excluding buildings exclusively devoted to agricultural use, must not exceed 200 m².

Subdivision Lot Area Requirements

- (6) No lot may be created by subdivision that has a lot area less than 16.0 hectares.

Agricultural Land Reserve Farm Use Regulations

- (7) Where land is in the Provincial Agricultural Land Reserve, farm use is a permitted use, *and*
- (a) the maximum floor area for retail sales ancillary to a British Columbia licensed winery or cidery use is 20.0 square metres.
 - (b) the maximum floor area for a food and beverage service lounge ancillary to a British Columbia licensed winery or cidery use is 20.0 square metres.
 - (c) an indoor or outdoor food and beverage lounge ancillary to a British Columbia licensed winery or cidery is limited to the hours of operation of 10:00 a.m. to 8:00 p.m.
- (8) Where land is in the Provincial Agricultural Land Reserve, non-farm uses permitted by this Bylaw within a zone are permitted only:
- (a) if also approved by the Provincial Agricultural Land Commission by written order and only to the extent provided by the written order, or
 - (b) if also permitted by the Agricultural Land Reserve Use, Subdivision and Procedure Regulation and only to the extent permitted by this Bylaw.
- (9) Land uses which are permitted in the Agricultural Land Reserve unless otherwise prohibited by a local government bylaw are permitted to the extent permitted in the Agricultural Land Reserve Use, Subdivision and Procedure Regulation, except as follows:
- (a) operation of a temporary saw mill is limited to the milling of timber harvested from the lot on the lot by a portable sawmill.

8.6 Agriculture 2 – Agricultural/Residential (A2) Zone (*Shire Property*)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) residential use of a dwelling;
 - (b) secondary suite;
 - (c) agriculture; and
 - (d) accessory uses, buildings and structures including but not limited to home occupations.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) a maximum of 12 residential dwelling units per lot;
 - (b) a maximum of one accessory building per residential dwelling unit.
- (3) Lot coverage must not exceed 5 % of any lot having an area of 1.0 hectare or more nor 15% of any lot having an area less than 1.0 hectare.

Siting and Size

- (6) The minimum setback for any building or structure, except for a fence or pump/utility house shall be:
 - (a) 8.0 metres from a front lot line;
 - (b) 8.0 metres from a rear lot line;
 - (c) 8.0 metres from any interior side lot line; and
 - (d) 8.0 metres from any exterior side lot line.
- (7) The floor area of a residential dwelling unit must not exceed 300 m².
- (8) The floor area of an accessory building must not exceed 100 m².

Subdivision Lot Area Requirements

- (9) Land in the A2 zone may not be subdivided.

8.7 Agriculture 3 - Agriculture/Residential (A3) Zone (Syzygy)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) residential use of a dwelling;
 - (b) agriculture;
 - (c) silviculture;
 - (d) secondary suite; and
 - (e) accessory uses, buildings and structures including but not limited to home occupations.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) a maximum of 11 residential dwelling units; and
 - (b) accessory buildings and structures.
- (3) Lot coverage must not exceed 10%.

Siting and Size

- (4) The minimum setback for any building or structure, except for a fence or pump/utility house shall be:
 - (a) 8.0 metres from a front lot line;
 - (b) 8.0 metres from a rear lot line;
 - (c) 6.0 metres from any interior side lot line; and
 - (d) 8.0 metres from any exterior side lot line.
- (5) The floor area of a residential dwelling unit must not exceed 300 m².
- (6) The floor area of an accessory building must not exceed 200 m².

Subdivision Lot Area Requirements

- (7) Land in the A3 zone may not be subdivided.
- (8) The following table denotes locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter refer to the notation on the zoning map. The second column describes the location where the specific regulations cited in column three apply:

Site-Specific Zone	General Location Description	Site Specific Regulations
A3 (a)	<i>THE SOUTH 1/2 OF THE SOUTH EAST 1/4 OF SECTION 15, HORNBY ISLAND, NANAIMO DISTRICT</i> <i>PID 009-649-417</i>	Despite 8.7(2)(a) of this Bylaw, a maximum of three residential dwelling units are permitted in the A3(a) zone.

8.8 Agriculture 4 – Agricultural/Residential (A4) Zone (*Downes Point Land Holdings Ltd.*)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) residential use of a dwelling;
 - (b) secondary suite; and
 - (c) agriculture; and
 - (d) accessory uses, buildings and structures including but not limited to home occupations.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) a maximum of nine residential dwelling units per lot;
 - (b) a maximum of one accessory building per residential dwelling unit.
- (3) Lot coverage must not exceed 5 % of any lot having an area of 1.0 hectare or more nor 15% of any lot having an area less than 1.0 hectare.

Siting and Size

- (4) The minimum setback for any building or structure, except for a fence or pump/utility house shall be:
 - (a) 8.0 metres from a front lot line;
 - (b) 8.0 metres from a rear lot line;
 - (c) 8.0 metres from any interior side lot line; and
 - (d) 8.0 metres from any exterior side lot line.
- (5) The floor area of a residential dwelling unit must not exceed 300 m².
- (6) The floor area of an accessory building must not exceed 50 m².

Subdivision Lot Area Requirements

- (7) Land in the A4 zone may not be subdivided.
- (8) The following table denotes locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter refer to the notation on the zoning map. The second column describes the location where the specific regulations cited in column three apply:

Site-Specific Zone	General Location Description	Site Specific Regulations
A4 (a)	<i>THE SOUTH 1/2 OF SECTION 1, HORNBY ISLAND, NANAIMO DISTRICT, EXCEPT PARCEL A (DD 111779I) AND EXCEPT THOSE PARTS IN PLANS 13495 AND 19601</i> <i>PID 009-655-123</i>	Despite 8.8(2)(a) of this Bylaw, a maximum of one residential dwelling unit is permitted in the A4(a) zone.

8.9 Commercial 1 – Retail (C1) Zone (Co-op and Service Station)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) retail;
 - (b) restaurant;
 - (c) service station;
 - (d) personal service; and
 - (e) office.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) accessory buildings and structures; and
 - (b) a maximum of one service station per lot.
- (3) Lot coverage must not exceed 40%.

Siting and Size

- (4) The minimum setback for any building or structure, except for a fence or pump/utility house shall be:
 - (a) 6.0 metres from a front lot line;
 - (b) 6.0 metres from a rear lot line;
 - (c) 3.0 metres from an interior side lot line; and
 - (d) 6.0 metres from an exterior side lot line.

Subdivision Lot Area Requirements

- (5) No lot may be created by subdivision that has a lot area of less than 1.0 hectares.

8.10 Commercial 2 – Limited Commercial (C2) Zone (Syzygy-Cardboard House Bakery)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) restaurant;
 - (b) bakery; and
 - (c) sale of crafts accessory to a restaurant or bakery use.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) accessory buildings and structures.

Siting and Size

- (3) The minimum setback for any building or structure, except for a fence or pump/utility house shall be:
 - (a) 8.0 metres from a front lot line;
 - (b) 8.0 metres from a rear lot line;
 - (c) 6.0 metres from an interior side lot line; and
 - (d) 8.0 metres from an exterior side lot line.
- (4) The floor area of a restaurant must not exceed 46m².
- (5) The total seating capacity of a restaurant, including both indoor and outdoor seating must not exceed 20 seats.
- (6) The total floor area of a bakery must not exceed 46m².
- (7) The total floor area for accessory buildings located on a C2 zoned area must not exceed 41 m².
- (8) Despite Section 3.4 of this Bylaw accessory buildings or structures located on a C2 zoned area must not exceed a height of 5.0m or one storey.

Subdivision Lot Area Requirements

- (9) Land in the C2 zone may not be subdivided.

8.11 Commercial 3 – Comprehensive Commercial (C3) Zone ***(Hornby Island Resort –Thatch)***

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
- (a) retail;
 - (b) pub;
 - (c) restaurant;
 - (d) office;
 - (e) accessory uses including visitor accommodation units accessory to a use;
 - (f) residential use of visitor accommodation units, provided the visitor accommodation unit constitutes only one dwelling unit; and
 - (g) residential use.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
- (a) a maximum of 15 visitor accommodation units;
 - (b) a maximum of one accessory residential dwelling unit attached to a building used for a pub or restaurant.
- (3) Lot coverage must not exceed 40 %

Siting and Size

- (4) The minimum setback for any building or structure, except for a fence or pump/utility house shall be:
- (a) 6.0 metres from a front lot line;
 - (b) 6.0 metres from a rear lot line;
 - (c) 3.0 metres from an interior side lot line; and
 - (d) 6.0 metres from an exterior side lot line.
- (5) Despite 3.3(2) the setback for a restaurant/pub shall be 0.0 metres from the natural boundary of the sea.
- (6) The maximum floor area of each visitor accommodation unit and any accessory dwelling unit shall be 93 m²
- (7) The minimum seating capacity of a pub shall be fifty (50) indoor seats.
- (8) The maximum floor area of all buildings including the area of any accessory dwelling unit and excluding the floor area of visitor accommodation units shall not exceed 465 m².

Subdivision Lot Area Requirements

- (9) Land in the C3 zone may not be subdivided.

Site-Specific Regulations

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

Site-Specific Zone	Location Description	Site Specific Regulations
C3(a)	Portion of LOT 1 SECTION 4 A TOWNSHIP HORNBY NANAIMO DISTRICT PLAN EPP20609	1. Despite 8.11(1), the only permitted use is parking. 2. Despite 8.11(2) no buildings or structures are permitted.

8.12 Commercial 4 – Resort (C4) Zone (Sea Breeze)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) visitor accommodation;
 - (b) restaurant;
 - (c) retail and personal service; and
 - (d) residential use accessory to visitor accommodation.
 - (e) campground

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) accessory buildings and structures;
 - (b) a maximum of five visitor accommodation units are permitted for each 1.0 hectare of lot area, to a maximum of twenty visitor accommodation units per lot;
 - (c) a maximum of ten camp spaces.
 - (d) a maximum of one residential dwelling unit is permitted per lot; and
- (3) Lot coverage must not exceed 10 % of any lot having an area of 1.0 hectare or more nor 15% of any lot having an area less than 1.0 hectare.

Siting and Size

- (4) The minimum setback for any building or structure, except for a fence or pump/utility house shall be:
 - (a) 8.0 metres from a front lot line;
 - (b) 6.0 metres from a rear lot line;
 - (c) 3.0 metres from an interior side lot line; and
 - (d) 8.0 metres from an exterior side lot line.
- (5) The floor area of a visitor accommodation unit must not exceed 80 m².
- (6) The floor area of a restaurant must not exceed 150 m²
- (7) The total floor area for accessory buildings must not exceed 100 m² per lot.

Conditions of Use

- (8) Camping spaces must not be improved with concrete pads or dividers or water, sewage or electricity connections and campgrounds must not be illuminated with electric lights.
- (9) Each camping space must accommodate not more than one vehicle.
- (10) Camping spaces may not be used by the same occupants for a period of more than four consecutive weeks.

Subdivision Lot Area Requirements

- (11) The minimum lot area is 4.0 hectares.

8.13 Commercial 5 – Comprehensive Commercial (C5) Zone (Ford Cove.)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) visitor accommodation;
 - (b) restaurant;
 - (c) retail;
 - (d) liquid fuel sales for boats; and
 - (e) accessory residential.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) accessory buildings and structures;
 - (b) a maximum of one accessory residential dwelling unit is permitted per lot;
 - (c) a maximum of six visitor accommodation units are permitted per lot; and
- (3) Lot coverage must not exceed 40%.

Siting and Size

- (4) The minimum setback for any building or structure, except for a fence or pump/utility house shall be:
 - (a) 6.0 metres from a front lot line;
 - (b) 6.0 metres from a rear lot line;
 - (c) 3.0 metres from an interior side lot line; and
 - (d) 6.0 metres from an exterior side lot line.
- (5) The floor area of a residential dwelling unit must not exceed 150 m².
- (6) The floor area of a visitor accommodation unit must not exceed 80m².
- (7) The floor area of a restaurant must not exceed 46m² per lot.
- (8) The floor area of a retail stores must not exceed 46m² per lot.
- (9) The total floor area for accessory buildings must not exceed 100 m² per lot.

Subdivision Lot Area Requirements

- (11) The minimum lot area is 1.0 hectare.

8.14 Commercial 6 – Resort (C6) Zone (*Dive Lodge*)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) visitor accommodation; and
 - (b) residential use accessory to visitor accommodation.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) accessory buildings and structures;
 - (b) a maximum of one visitor accommodation lodge per lot not exceeding 12 visitor accommodation units; and
 - (c) a maximum of one accessory residential dwelling unit per lot.
- (3) Lot coverage must not exceed 40 %

Siting and Size

- (4) The minimum setback for any building or structure, except for a fence or pump/utility house shall be:
 - (a) 6.0 metres from a front lot line;
 - (b) 6.0 metres from a rear lot line;
 - (c) 3.0 metres from an interior side lot line; and
 - (d) 6.0 metres from an exterior side lot line.
- (5) The total floor area of a visitor accommodation lodge must not exceed 325 m²
- (6) The total floor area for accessory buildings must not exceed 100 m² per lot.
- (7) The floor area of a residential dwelling unit must not exceed 150 m²

Subdivision Lot Area Requirements

- (8) The minimum lot area is 1.0 hectare.

8.15 Commercial 7 – Campground (C7) Zone (Tribune Bay)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) campground;
 - (b) accessory retail sales of camping supplies; and
 - (c) residential use accessory to campground use.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) accessory buildings and structures;
 - (b) a maximum of 120 camping spaces in the C7 zone; and
 - (c) a maximum of one accessory residential dwelling unit in the C7 zone.
- (3) Lot coverage must not exceed 10 % of any lot having an area of 1.0 hectare or more nor 15% of any lot having an area less than 1.0 hectare.

Siting and Size

- (4) The minimum setback for any building or structure, except for a fence or pump/utility house shall be:
 - (a) 8.0 metres from a front lot line;
 - (b) 6.0 metres from a rear lot line;
 - (c) 3.0 metres from an interior side lot line; and
 - (d) 8.0 metres from an exterior side lot line.
- (5) Camping spaces must be setback 15.0 metres from all lot lines.
- (6) The total floor area for accessory buildings must not exceed 100 m² per lot.
- (7) The total floor area of the accessory residential dwelling unit must not exceed 150m².

Conditions of Use

- (8) Camping spaces must not be improved with concrete pads or dividers or water, sewage or electricity connections and campgrounds must not be illuminated with electric lights.
- (9) Each camping space must accommodate not more than one vehicle.
- (10) Camping spaces may not be used by the same occupants for a period of more than four consecutive weeks.

Subdivision Lot Area Requirements

- (11) The minimum lot area is 4.0 hectares.

8.16 Commercial 8 – Campground (C8) Zone (*Ford Cove*)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) campground.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) accessory buildings and structures; and
 - (b) eight camping spaces per lot.
- (3) Lot coverage must not exceed 10 % of any lot having an area of 1.0 hectare or more nor 15% of any lot having an area less than 1.0 hectare.

Siting and Size

- (4) The minimum setback for any building or structure, except for a fence or pump/utility house shall be:
 - (a) 8.0 metres from a front lot line;
 - (b) 6.0 metres from a rear lot line;
 - (c) 3.0 metres from an interior side lot line; and
 - (d) 8.0 metres from an exterior side lot line.
- (5) Camping spaces must be setback a minimum of 15.0 metres from all lot lines.
- (6) The total floor area for accessory buildings must not exceed 50 m² per lot.

Conditions of Use

- (7) Camping spaces must not be improved with concrete pads or dividers or water, sewage or electricity connections and campgrounds must not be illuminated with electric lights.
- (8) Each camping space must accommodate not more than one vehicle.
- (9) Camping spaces may not be used by the same occupants for a period of more than four consecutive weeks.

Subdivision Lot Area Requirements

- (10) Land in the C8 zone may not be subdivided.

8.17 Ecosystem Protection/Groundwater Recharge (EP1) Zone (*Mount Geoffrey*)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) low impact recreation; and
 - (b) sustainable ecosystem management.

Permitted Buildings, Structures and Density

- (2) No buildings or structures may be constructed or erected.

Subdivision Lot Area Requirements

- (3) Land in the EP1 zone may not be subdivided.

8.18 Water Supply Protection Area (WS) Zone

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
- (a) water collection, storage and distribution.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
- (a) accessory buildings and structures.

Siting and Size

- (3) Buildings and structures must be set back 6.0 metres from all lot lines.
- (4) The total floor area of accessory buildings on a lot must not exceed 30m².

Subdivision Lot Area Requirements

- (5) The minimum lot area is 1.0 hectares.

Site-Specific Regulations

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

Site-Specific Zone	Location Description	Site Specific Regulations
WS(a)	Portion of Lot 11, Section 9, Hornby Island, Nanaimo District, Plan 25736 PID 002-659-026	Despite 8.18(2) above, no buildings or structure are permitted on this portion of the lot.

8.19 Public Park 1 (P1) Zone (*Tribune Bay*)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) low impact public recreation and education.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) one public education building; and
 - (b) other buildings and structures necessary for park and outdoor education use.

Siting and Size

- (3) The minimum setback for any building or structure shall be:
 - (a) 8.0 metres from a front lot line;
 - (b) 8.0 metres from a rear lot line;
 - (c) 8.0 metres from an interior side lot line; and
 - (d) 8.0 metres from an exterior side lot line.
- (4) The floor area for a public education building must not exceed 186m².

Subdivision Lot Area Requirements

- (5) Land in the P1 zone may not be subdivided.

8.20 Public Park 2 – Undeveloped (P2) Park Zone (Mount Geoffrey Regional Nature, Helliwell, Mount Geoffrey Escarpment and Toby, Norris Islets)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
 - (a) low impact public recreation and education; and
 - (b) accessory uses.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) pit toilets; and
 - (b) benches.

Siting and Size

- (3) The minimum setback for any building or structure shall be:
 - (a) 8.0 metres from a front lot line;
 - (b) 8.0 metres from a rear lot line;
 - (c) 8.0 metres from an interior side lot line; and
 - (d) 8.0 metres from an exterior side lot line.

Subdivision Lot Area Requirements

- (4) Land in the P2 zone may not be subdivided.

8.21 Public Use (PU) Zone

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:
- (a) fire hall
 - (b) office of a non-profit society;
 - (c) community facility;
 - (d) public use facility;
 - (e) community trades and services;
 - (f) art galleries;
 - (g) theatre;
 - (h) police station;
 - (i) health clinic;
 - (j) museum;
 - (k) school;
 - (l) public recreation facility;
 - (m) library;
 - (n) farmer's market;
 - (o) recycling depot;
 - (p) accessory uses including accessory residential;
 - (q) radio station;
 - (r) community housing;
 - (s) hostel; and
 - (t) cemetery.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
- (a) buildings and structure for the principal permitted uses;
 - (b) a maximum of one accessory residential dwelling unit is permitted per lot and a maximum of two accessory residential dwelling units are permitted on a lot on which there is a police station; and
 - (c) accessory buildings and structures.
- (3) Lot coverage must not exceed 10% of any lot having an area of 1.0 hectare or more, nor 15% of any lot having an area of less than 1.0 hectare.

Siting and Size

- (4) The minimum setback for any building or structure, except for a fence or pump/utility house shall be:
 - (a) 8.0 metres from a front lot line;
 - (b) 8.0 metres from a rear lot line;
 - (c) 8.0 metres from an interior side lot line; and
 - (d) 8.0 metres from an exterior side lot line.
- (5) The floor area of an accessory residential dwelling unit must not exceed 150 m².
- (6) The total combined floor area of all accessory buildings on a lot must not exceed 100 m².

Conditions of Use

- (7) In this zone the sale of alcoholic beverages in a public recreation facility building shall be limited to “Special Occasion” liquor licences only.

Subdivision Lot Area Requirements

- (8) The minimum lot area is 1.0 hectare.

Site-Specific Regulations

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

Site-Specific Zone	Site Specific Regulations
PU(a)	Despite 8.21(1), the only permitted uses are: (a) Cemetery; (b) Public utility storage yard; (c) Highways maintenance yard; and (d) Recycling depot.

8.22 Marine Conservation (M1) Zone

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this section and the general regulations, and all other uses are prohibited:
 - (a) private boat anchorage and moorage.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) mooring buoys, chains and anchors.

8.23 Marine Park (M2) Zone

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this section and the general regulations, and all other uses are prohibited:
 - (a) boat anchorage and moorage associated with park use.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) mooring buoys, chains and anchors.

8.24 Mariculture (M3) Zone

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this section and the general regulations, and all other uses are prohibited:
 - (a) mariculture; and
 - (b) private boat anchorage and moorage.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) mooring buoys, chains and anchors;
 - (b) markers and signs identifying mariculture lease areas; and
 - (c) sacks holding molluscs.

Conditions of Use

- (3) Except as permitted in subsection 8.29 (2) of this Bylaw no building or structure of any kind, including docks, floats, piers, wharves, breakwaters, fences or any other devices on or embedded into the beach, nor any structure that would impede the free and ready access by pedestrians across the beach are permitted.

8.25 Marine Access (M4) Zone (Ferry landing, boat ramp and parking area)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this section and the general regulations, and all other uses are prohibited:
 - (a) marine ferry terminal;
 - (b) boat launching anchorage and moorage; and
 - (c) mobile food or take out.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
 - (a) mooring buoys, chains and anchors;
 - (b) Buildings and structures necessary for the loading and unloading of motor vehicles and passengers from a marine ferry;
 - (c) boat ramps; and
 - (d) accessory buildings and structures.

Siting and Size

- (3) The total combined floor area of all accessory buildings on a lot must not exceed 50 m².

8.26 Marine Service (M5) Zone (Ford Cove Dock , Hornby Island Resort and Shingle Spit)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this section and the general regulations, and all other uses are prohibited:
- (a) marina;
 - (b) seaplane moorage and anchorage;
 - (c) government wharves and breakwaters;
 - (d) boat rentals and sales;
 - (e) fish buying, packing and sales, excluding Hornby Island Resort;
 - (f) marine fuel sales, excluding Hornby Island Resort; and
 - (g) residential use of moored vessels excepting Shingle Spit.

Permitted Buildings, Structures and Density

- (2) The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:
- (a) floats, docks and wharves;
 - (b) breakwaters; and
 - (c) accessory buildings and structures.

8.27 Marine Private Moorage (M6) Zone (High Salal)

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this section and the general regulations, and all other uses are prohibited:
 - (a) marine navigational aids; and
 - (b) private boat anchorage and moorage.

Permitted Buildings, Structures and Density

- (2) A maximum of one float is permitted in the M6 zone and all other buildings and structures are prohibited.

PART 9 DEVELOPMENT PERMIT GUIDELINES

9.1 Development Permit Guidelines for the Commercial Centres (Retail and Visitor Accommodations) Development Permit Area

Prior to undertaking any development, subdivision or land alteration, an owner of property within the Commercial Centres (Retail and Visitor Accommodations) Development Permit area shall apply to the Hornby Island Local Trust Committee for a development permit. Development Permits issued in this area should be in accordance with the following guidelines:

- (1) The character of each development (including campgrounds) should be in keeping with the rural environment and blend in with the aesthetic qualities of the natural surroundings.
- (2) The form of the development should incorporate low, small-scale building designs with such amenities as public walkways and outdoor open spaces for use by the public, and include sufficient services.
- (3) Natural vegetation and trees should be maintained for screening of parking and storage areas and to enhance the privacy and rural flavour of public open spaces.
- (4) In order to minimize light pollution to neighbouring properties, lighting should be softer and lower than supplied by mercury vapour lighting towers, and alternatives that do not light up adjacent private properties shall be required.
- (5) Off-street automobile parking should be provided as required by bylaw and the Permit should ensure that it is adequately screened and unobtrusive and, if possible, is located to the rear of the parcel and away from public open spaces and eating places.
- (6) Adequate convenient toilet and washroom facilities should be provided for the number of customers anticipated.
- (7) Clustering of businesses in order to share in the provision of parking, services, and public facilities and open space should be encouraged.
- (8) A landscape plan incorporating natural landscaping should be required.
- (9) Neon or internally lit signs should not be permitted.
- (10) All buildings should be finished in natural products such as wood or brick.
- (11) On any lot where residential use is permitted the sequence of construction should be that buildings to be used only for commercial purposes should be constructed prior to any construction of any building that may accommodate residential use, with the exception that one building to be used for commercial purposes that includes one dwelling unit may be constructed, if authorized by zoning regulation, in any sequence of construction on the lot.
- (12) Universal access design principles should be incorporated into the built environment to support the provision of equitable access for all abilities.

9.2 Development Permit Guidelines for the Water Supply Protection Development Permit Area. (DPA 1)

Prior to undertaking any development, subdivision or land alteration, an owner of property within the water supply protection development permit area shall apply to the Hornby Island Local Trust Committee for a development permit. Development Permits issued in this area should be in accordance with the following guidelines:

- (1) Before any residential development is permitted on a new lot created by subdivision there should be a “filing” of an on-site waste disposal plan, in compliance with the Sewerage System Regulation and provisions for water catchment and storage in the development plans.
- (2) All development that takes place within this Development Permit Area should be done in a way that minimizes the degradation of water quality in surrounding wells.
- (3) If the applicant proposes to or does remove vegetation then a plan proposed by a professional engineer or biologist with expertise in the area of ground water conservation should be provided setting out any potential impact of the proposed development, together with any protection measures that could be included, including vegetation or trees to be planted, to control storm water drainage and works should be constructed or natural features should be enhanced or restored to protect stormwater quality.
- (4) If a proposed land subdivision is to create additional new lots within this Development Permit Area, then any new lots, roads, building sites, septic fields and driveways should be located and constructed in a way that protects the quality of drinking water supplied from surrounding wells.
- (5) If any development or alteration of land is proposed for Lot 11, Plan 25736, protection measures and drainage works should be specified and implemented, to ensure that surface water is directed away from the wells on Lot A, Plan 19879 and Lot 19, Plan 23650. This would require a ditch of sufficient capacity to carry the runoff and that it not pass within 30 metres of the community well seepage trench as defined in the study prepared by Piteau Associates Engineering Ltd. dated October 25, 2002. This system should also ensure that the area around the well on Lot 19, Plan 23650 is not flooded by any such development.

9.3 Development Permit Guidelines for community service use Development Permit Area. (DPA 2)

Prior to undertaking any development, subdivision or land alteration, an owner of property within the community service use development permit area shall apply to the Hornby Island Local Trust Committee for a development permit. Development Permits issued in this area should be in accordance with the following guidelines:

- (1) Before any new development is permitted, there should be approval of a permitted sewage and used water system.
- (2) A significant portion of the water required by a new development should be provided by a rainwater catchment and storage system.
- (3) Any development involving activities that may utilize potential contaminants (such as, for example, an automotive service operation) should (a) include a containment system to ensure that no contaminant enters the ground and (b) comply with any applicable Provincial environmental standards and guidelines.
- (4) A hydrology study may be required to identify any adverse impacts of a proposed development upon the groundwater recharge function of the land or upon the quantity or quality of the water resource of existing users. Where such impacts are identified, measures should be required to mitigate the impacts before development is permitted. A hydrology study will be required where a proposed development involves significant removal of vegetation, significant alteration of the ground, significant alteration of surface drainage, or significant use of groundwater.

Exemptions:

- (5) A Development Permit will not be required for additions to existing buildings or for accessory buildings or other structures where the addition:
 - (a) Does not involve alteration of the ground;
 - (b) Does not involve any removal of vegetation; and
 - (c) Does not result in any additional activities or uses of the building or structure, or increased levels of water or sewage use in the building or structure.

9.4 Development Permit Guidelines for Water Resource Protection Development Permit Area (DPA 3)

Prior to undertaking any development, subdivision or land alteration, an owner of property within the water resource protection development permit area shall apply to the Hornby Island Local Trust Committee for a development permit. Development Permits issued in this area should be in accordance with the following guidelines:

- (1) If any vegetation is to be removed then protection measures should be provided including vegetation or trees to be planted, to control storm water drainage and works should be constructed or natural features should be enhanced or restored to protect surface water and groundwater quality.
- (2) Any new roads, building sites, driveways and septic fields should be located and constructed in a way that will minimize interference with the hydrological regime (including the natural flow of water on or below the surface of the land) and will not cause the deterioration of surface water or groundwater quality on the subject land or adjacent lands.

Exemptions:

- (3) A development permit will not be required for: accessory buildings or subdivisions where all of the lots being created are greater than 4 hectares in area.

9.5 Development Permit Guidelines for Mt. Geoffrey Escarpment Development Permit Area (DPA 4)

Prior to undertaking any development, subdivision or land alteration, an owner of property within the Mt. Geoffrey escarpment development permit area shall apply to the Hornby Island Local Trust Committee for a development permit. Development Permits issued in these areas should be in accordance with the following guidelines:

- (1) No permanent buildings or structures should be permitted in the area subject to flooding or sloughing.
- (2) No septic tank or deposit field should be constructed in the portion of the site that drains into the wetlands.
- (3) Alteration of the natural drainage of areas within the permit areas should be minimized and scrutinized for impact and prohibited if such alteration would have a negative impact on the area being protected.
- (4) Where the Ministry of Environment has requested it, vegetation should be retained or planted to control erosion or protect banks.

- (5) Areas of 30% slope or greater should remain free of development except in accordance with any conditions contained in the Permit.

PART 10 TEMPORARY USE PERMIT AREAS

10.1 Temporary Use Permits

Section 921 of the *Local Government Act* provides that temporary uses may be permitted in areas designated in a zoning bylaw. Upon application by a property owner the Local Trust Committee can issue a Temporary Use Permit through resolution. The permit can allow a use not permitted by the land use bylaw, the conditions of use and the time period. Temporary Use Permits can be issued for a term up to three years and may be renewed one time only.

10.2 Objectives

The objectives of this subsection are:

- (1) to consider allowing a temporary event as per policy OCP Policy 6.5.1.10;
- (2) to allow for a period of evaluation of new commercial ventures that do not involve significant new development prior to an application for rezoning as per OCP policy 6.5.1.10;
- (3) to allow particular uses for a period of time to enable impacts to be assessed before any further permitting of the use as per OCP policy 6.5.1.10;
- (4) to consider allowing transport of ground water off a lot where the water is extracted as per OCP policy 5.1.4;
- (5) to consider allowing temporary seasonal or emergency accommodations as per OCP policies 6.3.5.18 and 6.3.5.19;
- (6) to consider allowing a temporary secondary suite or detached housing for a relative or caregiver of occupants of the residence as per OCP policy 6.3.5.13 in association with a housing agreement or by such other means as are available to encourage occupancy by a relative or caregiver;
- (7) to consider allowing temporary non-agricultural uses on land within the Agricultural Land Reserve or on land used for agriculture where there is minimal negative impact upon the agricultural land values and where applicable approval has been received from the Agricultural Land Commission as per OCP policy 6.4.2.5;
- (8) to allow light industrial home occupations that require a more rigorous permitting process than provided for under land use regulations for extended home occupations as per OCP policy 6.5.5.9; and
- (9) to allow vacation home rental use that does not comply with limitations imposed by land use regulation.

10.3 Guidelines

- (1) Upon application, Temporary Use Permits may be considered for all parcels of land within the Hornby Island Local Trust Area, with the following exclusions:
 - a) properties less than one quarter of a hectare except when the application is for vacation home rental use,
 - b) land zoned as public park, ecosystem management area or water supply protection, as shown on Schedule B, and

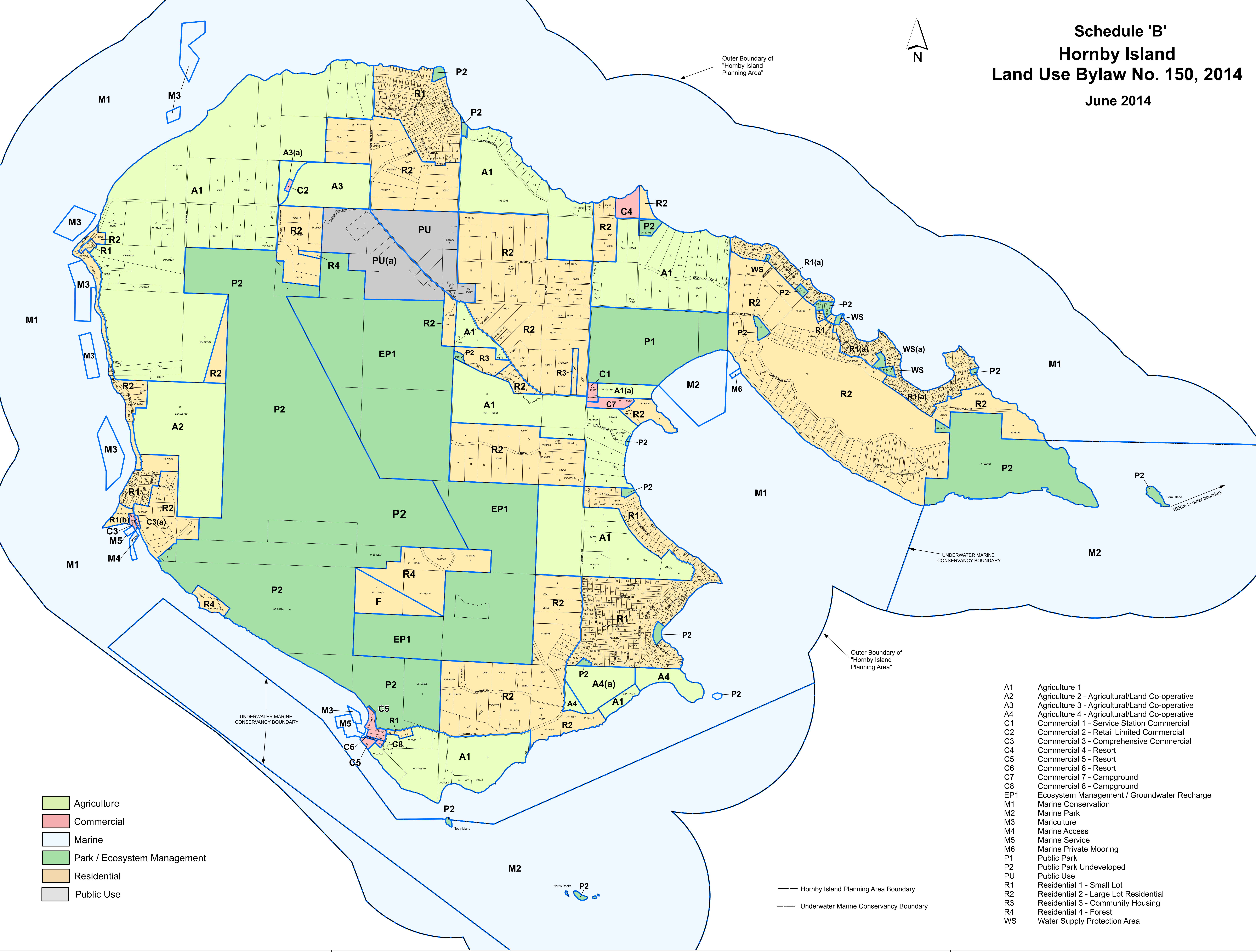
- c) a parcel identified as an environmentally sensitive area, as shown on Schedule D1 or D2 of the Hornby Island Official Community Plan Bylaw No. 149, unless information is provided to illustrate that the proposed land use does not negatively impact the environmentally sensitive features.
- (2) Applications for Temporary Use Permits may be referred to the Advisory Planning Commission which may be requested to provide an opportunity for public input to be received and considered in preparing its recommendations.
- (3) Temporary Use Permits for parcels within the Agricultural Land Reserve should only be issued for uses that do not conflict with Agricultural Land Commission policies and regulations.
- (4) A professional assessment of hydrological impacts may be required when the proposed use is within an identified groundwater recharge area or an aquifer classified as highly developed.
- (5) Where approvals are required from other agencies, these should be obtained prior to the issuing of a Temporary Use Permit.
- (6) The general conditions for issuing a Temporary Use Permit are as follows:
 - a) adequate off-road parking should be provided;
 - b) confirmation that site conditions allow for adequate provisions for approved waste disposal;
 - c) commercial uses (other than very short term uses or vacation home rentals) should be screened from adjacent residential uses;
 - d) industrial uses should be screened from adjacent properties and roads;
 - e) there should be adequate setbacks of the use to minimize impacts upon adjacent properties;
 - f) noise generation should be addressed to prevent disturbance of the neighbourhood and to ensure compliance with regional district regulations;
 - g) the use should be conducted so as to not risk contamination of the land, surface water or groundwater, including by making adequate provision for the safe storage of toxic materials;
 - h) water supply should be addressed so as to not create negative impacts upon existing common water sources;
 - i) other potential impacts upon the neighbourhood should be mitigated, including by limitations upon the hours of operation where appropriate;
 - j) the owner of the property may be required to provide a security to guarantee the performance of the terms of the permit and should be required to provide an undertaking to demolish or remove any building or structure and to restore the land to a condition specified in the permit, especially in circumstances where temporary housing is provided and such housing is no longer used for such temporary purposes; and
 - k) lands with good agricultural potential should not be compromised by any use permitted by a Temporary Use Permit.
- (7) Applicants for Temporary Use Permits should address the issues identified in these policies in their applications and are strongly encouraged to consult with neighbours about the proposed use prior to making application.

- (8) Light Industrial activities which require specific consideration of impacts with respect to environmental protection, water use, waste generation, noise, odour, parking, or neighbourhood character, may be allowed upon application for a Temporary Use Permit that will contain specific conditions to address these impacts.
- (9) The Local Trust Committee should consider the climate change impacts of any significant change in reviewing temporary use permit applications.
- (10) In consideration of applications for vacation home rentals the Local Trust Committee may consider the following:
 - a) the cumulative effects, both positive and negative, on the neighbourhood and island of all temporary use permits issued for vacation home rentals;
 - b) limitations on any signage that may be placed on the property;
 - c) a requirement for information to be posted that will inform guests regarding the location of property lines by way of a map, any applicable noise bylaws, measures to address water conservation, fire safety, storage and management of garbage, septic system care and control of pets (if pets are permitted) in accordance with standards applicable by regional district bylaw, as stated in the permit or as determined by the owner or manager to effectively manage the site;
 - d) the proposed maximum number of occupants;
 - e) the proposed time periods that dwelling will be available for rental or months of the year when the rental will occur; and
 - (f) other considerations the LTC considers appropriate.

SCHEDULE B: BYLAW AREA MAP

Schedule B is a 1:10,000 map showing the zoning classifications for all lots and water surfaces in the Hornby Island Local Trust Committee area. Schedule B is part of the Land Use Bylaw, but is published separately.

Schedule 'B'
Hornby Island
Land Use Bylaw No. 150, 2014
June 2014



- Agriculture
- Commercial
- Marine
- Park / Ecosystem Management
- Residential
- Public Use

- A1 Agriculture 1
- A2 Agriculture 2 - Agricultural/Land Co-operative
- A3 Agriculture 3 - Agricultural/Land Co-operative
- A4 Agriculture 4 - Agricultural/Land Co-operative
- C1 Commercial 1 - Service Station Commercial
- C2 Commercial 2 - Retail Limited Commercial
- C3 Commercial 3 - Comprehensive Commercial
- C4 Commercial 4 - Resort
- C5 Commercial 5 - Resort
- C6 Commercial 6 - Resort
- C7 Commercial 7 - Campground
- C8 Commercial 8 - Campground
- EP1 Ecosystem Management / Groundwater Recharge
- M1 Marine Conservation
- M2 Marine Park
- M3 Mariculture
- M4 Marine Access
- M5 Marine Service
- M6 Marine Private Mooring
- P1 Public Park
- P2 Public Park Undeveloped
- PU Public Use
- R1 Residential 1 - Small Lot
- R2 Residential 2 - Large Lot Residential
- R3 Residential 3 - Community Housing
- R4 Residential 4 - Forest
- WS Water Supply Protection Area

Scale 1 : 10,000
0 250 500 1,000 1,500 Metres

HORNBY ISLAND

HORNBY ISLAND
LOCAL TRUST COMMITTEE

SCHEDULE B
LAND USE BYLAW



Top Priorities

Hornby Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Riparian Areas Regulation mapping and implementation. To include Development Approval Information bylaw as per approved Project Charter	Project charter revised at April 25, 2014 LTC meeting. Draft DAI bylaw to be presented at May, 15/2015 LTC meeting	03-Feb-2012	Rob Milne	31-Dec-2012	On Going
2	Official Community Plan and Land Use Bylaw Review.	Targeted review and update of the OCP and LUB. OCP bylaw awaiting Ministerial approval.	03-Feb-2012	Rob Milne		On Going
3	Communication Strategy for Revised Official Community Plan and Land Use Bylaw		14-Nov-2014	Rob Milne		On Going

**Projects****Hornby Island**

No.	Description	Activity	Received/Initiated	Status
1	Review of home occupation regulations to allow the rental of accessory building space to a non-resident of the property for commercial use.			On Going
1	Review of environmentally sensitive areas OCP map schedule (D2) as a stand alone mapping project or addition to the community profile; and Review community profile by adding further information on environmentally sensitive areas and important habitat and including information in Schedule D2 of OCP.		26-Apr-2013	On Going
1	Establish a community process to review residential density to address community housing needs following the completion of the official community plan and land use bylaw reviews.		07-Jun-2013	On Going
1	Inventory and assessment of beach access and other unopened road allowances		12-Jul-2013	On Going
1	Information and education with respect to the marine environment and shoreline protection		07-Feb-2014	On Going
1	Review approaches to ground water protection and water conservation on Hornby Island including consideration of the Gulf Islands Ground Water Protection Regulatory Tool Kit and the possible use of Development Permit areas for water conservation.			On Going

**Projects****Hornby Island**

No.	Description	Activity	Received/Initiated	Status
1	Develop and implement a project to support accessible opportunities for small-scale farming and address farming activities on non-ALR land involving consultation with relevant agencies and review of applicable policies and regulations.			On Going
1	Conduct a consultative process for the Ford Cove area			On Going
1	Relationship building with K'omoks First Nation including considering content of Official Community Plan as it relates to K'omoks First Nation interests.		15-Aug-2014	On Going
1	Support collaborative planning process for Public Use area.		27-Mar-2015	On Going
1	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.	03-Feb-2012	On Going
3	GHG Emissions Reduction	Facilitate community communications regarding greenhouse gas emissions in collaboration with community organizations.	03-Feb-2012	On Going
3	Review of vacation home rental regulations by 2017		13-Sep-2013	On Going

OVERVIEW

The Hornby Island Local Trust Committee (LTC) held a 'Goal Setting Session' on February 27, 2015, facilitated by planning staff. The session took about an hour and comprised the following steps:

1. **Wishlist** - A brainstorming of what the three Trustees hoped to get out of the 2014-2018 term. The trustees completed this step independently using post-it notes and then shared their goals.
2. **What Else?** - A review of the current Top Priorities list, the Projects list, and any external requirements and considerations. The LTC identified certain topics and tasks they agreed should be added to the discussion.
3. **Grouping and Filtering** - Reviewing all the individual goals and additional topics and tasks, similar goals and tasks were grouped. Synergies were also considered.
4. **The Goals List** - The LTC established goals for the term. Some were content-related, some were process-related.

The resulting list of goals for the 2014-2018 term represents the result of an initial conversation this LTC had at the start of their term about shared goals. This list can be referred to over time should the LTC find it useful during the course of their term, and can be further refined.

SUMMARY NOTES FROM FEBRUARY 27, 2015 SESSION

Trustee Responses to "Wish List" Brainstorm

- | | |
|--|---|
| <ul style="list-style-type: none"> • Improve relationships with First Nation • Engage with K'omoks First Nation • Strengthen and maintain relationship with K'omoks First Nation • Encourage more community engagement with LTC issues • Improve 2-way communications with community • Identify communication avenues to engage our community in LTC (IT) • Engage the community in Trust work and issues | <ul style="list-style-type: none"> • Provide information to community on shoreline & marine protection issues • Provide information to community on "building & development" issues and processes • Provide information to community on OCP & LUB & especially on targeted topics in review: housing & economic opportunities • Address discrepancy between "legal" density and multiplicity of "non legal" dwellings providing necessary housing |
|--|---|

- Review communities appetite for secondary suites and dwellings (affordable housing)
- Support affordable & seniors' housing
- Work on GHG issues
- Work with community entities on implementation of GHG emissions reduction & transportation issues
- Facilitate/support planning process for "public use" area of the Islands Trust
- Work with community groups on commercial zoning/planning areas
- Address emerging housekeeping issues eg. Zoning of Anderson Drive wells
- Update administrative bylaws as required
- Conduct consultative planning process for Fords Cove area
- Review Vacation Rental policies and regs in 2017
- Review residential density with community
- Protect groundwater
- Complete RAR compliance
- Support a vibrant, appropriate local economy ("appropriate" means in line with our mandate & supportive of community goals)

"What Else" List:

- Address home occupation use on non-resident lot

Draft Long-Range LTC Goals for the 2014-2018 Term

- Provide centralized info to community on new policies & opportunities, shoreline protection/development & building processes/considerations
- Strengthen relationship with K'omoks First Nation
- Address home occupation use on non-resident lot
- Engage community
- Address housing/density issues
- Explore how to engage with community on achieving GHG emission reduction
- Address "public use area" planning
- Address planning in Ford Cove
- Address Anderson Drive wells zoning
- Become RAR compliant
- Review vacation rental policies in 2017
- Review administrative bylaws

NEXT STEPS

This list can be referred to in amending the LTC Work Program; the Top Priorities and Projects Lists. Weighing potential projects against identified goals can help set priorities.

The LTC can refer to this list of goals throughout the term, especially when projects are completed and a new project can be moved up to the Top Priorities list for staff to begin work on.

Hornby Island LTC Work Program

Suggestions for LTC Discussion

Communication Strategy for Revised Official Community Plan and Land Use Bylaw

Suggested elements:

- Communicate with the community at large about housing opportunities identified in the OCP (and seek input that might inform a process to review residential density)
- Communicate with the community at large about economic opportunities identified in the OCP (especially new home occupation regulations, TUPs, provisions for community trades and services and re-zoning applications)
- Provide information on regulations and best practices with respect to building and land development
- Collaborate with other community organizations to provide information on reducing Greenhouse Gas Emissions
- Provide information on shoreline protection and the marine environment
- Meet with Hornby Island realtors to provide information on regulations and policies.

Prioritization of Issues Identified for Possible Future Projects.

Rank	Description	Type of Project	Comments
1.	Establish a community process to review residential density to address community housing needs following the completion of the official community plan and land use bylaw reviews.	Consultation; Planning; Regulatory changes?	Kick-started by soliciting community feedback on existing housing policies as part of the OCP/LUB Communications Strategy?
2.	GHG Emissions Reduction Facilitate community communications regarding greenhouse gas emissions in collaboration with community organizations.	Communications	Include as part of the OCP/LUB Communications Strategy?
3.	Review and update 'Building on Hornby Island' brochure and include HPO information.	Communications	Include as part of the OCP/LUB Communications Strategy?
4.	Information and education with respect to the marine environment and shoreline protection	Communications	Include as part of the OCP/LUB Communications Strategy?
5.	Relationship building with K'omoks First Nation including considering content of Official Community Plan as it relates to K'omoks First Nation interests.	External relationship building	Co-ordinate with Denman Island LTC?

6.	Review of Siting and Use Permit Bylaw No. 52 regarding applicability to the construction of secondary suites and cottages and research requirements for proof of adequate water and septic capability.	Regulatory changes (Administrative)	Required follow-up to new OCP/LUB provisions?
7.	Review of vacation home rental regulations by 2017 Sep-13-2013	Review/amend regulations	Bring forward for adding to the work program in 2016
8.	Review approaches to ground water protection and water conservation on Hornby Island including consideration of the Gulf Islands Ground Water Protection Regulatory Tool Kit and the possible use of Development Permit areas for water conservation.	Research; Consultation; Planning; Regulatory changes?	Begin with scoping out possible approaches? Re-prioritize in response to expressions of community interest?
9.	Develop and implement a project to support accessible opportunities for small-scale farming and address farming activities on non-ALR land involving consultation with relevant agencies and review of applicable policies and regulations.	Consultation; Planning; Regulatory changes?	Re-prioritize in response to expressions of community interest?
10.	Conduct a consultative process for the Ford Cove area	Consultation; Planning; Regulatory changes?	Re-prioritize in response to expressions of community interest?
11.	Review of home occupation regulations to allow the rental of accessory building space to a non-resident of the property for commercial use.	Review/amend regulations	Re-prioritize in response to expressions of community interest?
12.	Support collaborative planning process for Public Use area.	Consultation, planning	Re-prioritize in response to expressions of community interest?
13.	Development Procedures Bylaw Consider options prepared by staff for amendments to include requirements for posting signs on property with respect to significant applications.		
14.	Inventory and assessment of beach access / unopened road allowances	Research; planning	In collaboration with CVRD and MOTI?
15.	Review of environmentally sensitive areas OCP map schedule (D2) as a stand-alone mapping project or addition to the community profile.	Research; Mapping; Amend OCP? Communications	

Tony Law – 21 September 2015



Islands Trust

Print Date: February 1, 2016

Applications

Subdivision

File Number	Applicant Name	Date Received	Purpose
HO-SUB-2013.1	Zaharko Land Surveying Inc.	13-Jun-2013	4115 Roburn Road, Hornby Island 2 lot subdivision, Section 946 Local Government Act

Planner: Marnie Eggen

Planning Status

Status Date: 08-Jan-2016
Staff reviewing draft covenant.

Status Date: 31-Aug-2015
HO-DVP-2013.2 issued.

Status Date: 29-Jun-2015
PLA issued by MOTI

File Number	Applicant Name	Date Received	Purpose
HO-SUB-2014.1	Mason, Peter	02-Jul-2014	To create 2 parcels under sec. 946

Planner: Teresa Rittemann

Planning Status

Status Date: 29-Jan-2016
No change in status

Status Date: 03-Feb-2015
File remains on Hold. No change in status.

Status Date: 15-Oct-2014
MOTI issued a PLNA on Oct. 15, 2014. If applicant has not resolved issues within a year, MOTI will close file. Follow up with MOTI after one year for next steps.

Islands Trust
 LTC EXP SUMMARY REPORT F2016
 Invoices posted to Month ending January 2016

635 Hornby	Invoices posted to Month ending January 2016	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-635	LTC "Trustee Expenses"	750.00	336.40	413.60
LTC Local				
65200-635	LTC - Local Exp - LTC Meeting Expenses	2,500.00	2,274.45	225.55
65210-635	LTC - Local Exp - APC Meeting Expenses	750.00	157.54	592.46
65220-635	LTC - Local Exp - Communications	300.00	480.00	-180.00
65230-635	LTC - Local Exp - Special Projects	750.00	1,087.02	-337.02
TOTAL LTC Local Expense		<u>4,300.00</u>	<u>3,999.01</u>	<u>300.99</u>
Projects				
73001-635-3009	Hornby RAR	2,500.00	859.41	1,640.59
TOTAL Project Expenses		<u>2,500.00</u>	<u>859.41</u>	<u>1,640.59</u>

Hornby Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

No	Meeting Date	Resolution No.	Issue	Policy
1.	November 22, 2013	HO-O43-2013.	Enforcement Actions related to rentals of Accessory buildings by non-residents	It was MOVED and SECONDED, 1. that whereas the Land Use Bylaw and Official Community Plan for the Hornby Island Local Trust area are currently undergoing a community review process which amongst other items includes a review of home occupation AND THAT whereas neither document addresses the rental of accessory buildings for non-commercial use it is resolved that enforcement actions related to the rental of accessory buildings shall be considered to be a low priority; 2. that nothing in this enforcement policy should be interpreted as giving permission to any party to violate the Land Use Bylaw and the Hornby Island Trust Committee may change this policy at any time and may give direction to commence enforcement activities without notice; and 3. that unless the Hornby Island Local Trust Committee extends the effective period on this enforcement policy it expires on September 30, 2014 or when the Land Use Bylaw and Official Community Plan review is complete, whichever is the sooner.
2.	September 19, 2014	HO-IC-2014-001	Amend Expiration date of Resolution No. HO-043-2013	During Rise and Report in the regular business meeting Chair Graham reported the following resolution: HO-IC-2014-001 It was MOVED and SECONDED, that the Hornby Island Local Trust Committee amend the expiration date of Resolution No. HO-043-2013 to September 30, 2015.
3.	October 2, 2015	HO-IC-2015-003	Amend Expiration date of Amending Resolution No. HO-IC-2014.001	During Rise and Report in the regular business meeting Chair Busheikin reported the following amendment to resolution HO-IC-2014.001: HO-IC-2015-003 It was MOVED and SECONDED, that the Hornby Island Local Trust Committee amend the expiration date of Resolution HO-IC-2014-001 to March 31, 2016.

Trust Fund Board Report to Local Trust Committees and Bowen Island Municipality November 2015

Conservation Proposal for Settlement Lands –Denman Island

The Trust Fund Board has received a conservation proposal to covenant 63.25 hectares (157 acres) of land acquired by Denman Island Conservancy. The land was received as part of a legal settlement and is adjacent to the new Denman Island Provincial Park and TFB's Inner Island Nature Reserve. TFB approved the proposal subject to the development and approval of a management plan. The management plan will consider: recovery of forest on the logged portion of the land, activities to maintain butterfly habitat for rare species (Edith's Checkerspot and Dun Skipper), maintenance of two significant wetlands and an area of ALR land on the property.

Trail Proposal for the Lindsay Dickson Nature Reserve –Denman Island

TFB agreed to consider including an existing trail on this forested nature reserve in the Denman Island Cross-Island Trail, which is currently being developed by the Comox Valley Regional District. It is proposed that the ferry-to-ferry trail would follow an old logging road across one corner of the reserve, an existing trail that appears suitable for increased use. The Board will make a final decision once discussions have addressed continued protection of the values of the reserve.

McFadden Creek Nature Sanctuary management plan – Salt Spring Island

TFB has approved the management plan for our newest nature sanctuary, acquired in November 2014. McFadden Creek is one of very few protected areas in the northern part of Salt Spring Island. TFB became involved with partners to secure a significant heron colony at McFadden Creek almost two decades ago. The protected area has significant natural features, including the presence of five provincially listed species at risk. The heronry has been abandoned, however habitat remains for herons and it is possible they may return.

Conservation and Working Landscapes

TFB's Regional Conservation Plan includes a commitment to research staff and resource requirements of conservation on lands that include working landscapes and cultural features. Former ITF Communications and Fundraising Specialist, Christine Rikley, is tackling this topic in conjunction with her Masters of Public Administration program at UVIC. She has provided an opportunity for TFB to make suggestions of how her research might inform what might be required for ITF to expand protection activities.

Coastal Douglas-fir Ecosystem Conservation

Following up on a decision at the September Trust Council meeting, all local trust committees have received a copy of the Conservation Strategy prepared by the *Coastal Douglas-fir and Association Ecosystems Conservation Partnership (CDFCP)*. Trust Council's newly adopted Strategic Plan includes a strategy to "use land use planning tools and decisions to protect Coastal Douglas-fir and associated ecosystems". Subject to interest among LTCs, the Plan notes that the Local Planning Committees could "develop a planning tool kit to illustrate how to protect Coastal Douglas-fir and associated ecosystems". CDFCP and ITF could also provide information that might help individual LTCs tackle protecting this nationally-significant ecosystem.

December Trust Council Meeting: Working with the Islands Trust Fund

The Board and staff are preparing for the upcoming opportunity for information sharing and discussion at the December Trust Council Meeting (Tuesday afternoon). We want to make sure this is as productive as possible for Council members. We would welcome advance notice of any particular topics you would like covered or questions you might have so that we are prepared to include them (please contact Chair Tony Law as soon as possible).



Memorandum

700 North Road Gabriola Island, BC 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 25, 2016 File Number 3030-01

To Denman Island Local Trust Committee
Gabriola Island Local Trust Committee
Gambier Island Local Trust Committee
Hornby Island Local Trust Committee
Lasqueti Island Local Trust Committee
Thetis Island Local Trust Committee
Ballenas Winchelsea Islands (Executive Committee) Local Trust Committee

From Sonja Zupanec
Island Planner
Local Planning Services

Re Land Use Consultation for Radio Communication Utilities

The Executive Committee is asking LTC's to consider the attached letter from Innovation, Science and Economic Development Canada indicating they are giving notice of rescinding the 1996 Letter of Understanding (LOU) "Land Use Consultation for Radio Communication Utilities". The LOU is included in the attachment.

As indicated in the letter, the Federal Government (Canada) has developed an antenna siting policy and a guide to assist local governments in developing antenna system siting protocols. In addition, the Federation of Canadian Municipalities has developed an Antenna system siting protocol template.

In the absence of a LOU, Canada will expect local trust committees to either develop their own consultation policy or use the consultation guidelines provided by Canada. The Gabriola LTC is the only northern LTC with a standing resolution (GB-025-2010) stipulating consultation policies for radio communication utilities.

If a local trust committee would like to have a Trust-wide consultation policy, or model policy and procedures developed by Trust Council, a resolution indicating your LTC's preference is requested. This resolution will be forwarded to the Executive Committee for consideration as a Trust Council agenda topic.

Option 1: Request Trust Council develop a Trust-wide consultation policy

THAT the XX Island Local Trust Committee requests Trust Council explore the option of a Trust-wide policy on land use consultation for radio communication utilities.

Option 2: Request Trust Council develop model policy and procedures for each LTC to consider

THAT the XX Island Local Trust Committee requests Trust Council explore the option of a model policy and procedures on land use consultation for radio communication utilities.

R:\LTC\Multi-LTC Projects\Radio Communications Utilities\LTC memo Jan 2016 Radio communication utilities.docx

copy Ann Kjerulf, Manager

Attachment:

1. Letter from Innovation, Science and Economic Development Canada



Linda Adams
Chief Administrative Officer, Islands Trust
Suite 200, 1627 Fort St.
Victoria, BC
V8R 1H8

Date: December 1st, 2015

Subject: Rescinding the 1996 Letter of Understanding (LOU) "*Land use Consultation for Radio Communication Utilities*"

Dear Ms. Adams,

As per our telephone discussion today, please accept this letter as our formal notification to provide a three month notice to rescind the above LOU. I have attached a copy for your reference. It is our belief that this document is outdated.

Going forward, Islands Trust may wish to consider an "islands wide" tower siting consultation policy of their own. There are many good examples of these being used by various local governments. If drafted well, clearly outlining the requirements and obligations of both the proponent and the land use authority, such a policy can save both parties time and result in a more streamlined, timely and assured process.

Most jurisdictions either have their own tower siting consultation policy or use the Innovation, Science and Economic Development Canada policy:

CPC 2-0-03 Radiocommunication and Broadcasting Antenna Systems: <http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08777.html>

If this is of interest, our department provides a guide that can be used to help develop a policy. It is called the *Guide to Assist Land-use Authorities in Developing Antenna System Siting Protocols*:

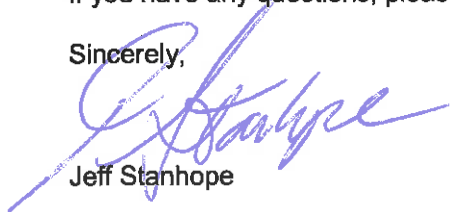
<http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf10860.html>

Also, the Federation of Canadian Municipalities, in partnership with the Canadian Wireless Telecommunications Association, have developed a policy template: *Antenna System Siting Protocol Template*:

http://www.fcm.ca/documents/tools/fcm/Antenna_System_Siting_Protocol_EN.pdf

If you have any questions, please do not hesitate to call me at the number below.

Sincerely,

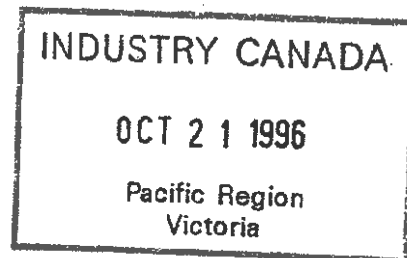

Jeff Stanhope

Spectrum Operations Manager, Spectrum Management Operations Branch
Innovation, Science and Economic Development / Government of Canada
Jeff.Stanhope@canada.ca / Tel: 250-363-3597 / TTY: 1-866-694-8389

Letter of Understanding

between

INDUSTRY CANADA
 Vancouver Island District
 Spectrum Program
 ("Industry Canada")



and the

ISLANDS TRUST COUNCIL on behalf
 of Trust Area Local Trust Committees
 ("Islands Trust")

regarding

LAND-USE CONSULTATION FOR RADIO COMMUNICATION UTILITIES
 within the Islands Trust Area

WHEREAS, section 8.1 of the *Islands Trust Act* authorizes the Islands Trust Council to enter into agreements with the Government of Canada on behalf of one or more local trust committees to coordinate activities within the Islands Trust Area to achieve the legislated object of the *Islands Trust Act* ... "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 the Province generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of the Province";

WHEREAS, a local trust committee is responsible for regulating the development and use of land within a local trust area;

WHEREAS, Section 5 of the *Radiocommunications Act* defines the Minister's powers, the Minister may, (i) approve each site on which radio apparatus, including antenna systems, may be located and approve the erection of all masts, towers and other antenna-supporting structures;

WHEREAS, Industry Canada recognizes that land-use authorities may have an interest in the location of significant antenna structures proposed within their jurisdiction and may have concerns that should be considered in the exercise of authority under the *Radiocommunications Act*;

AND WHEREAS, the Islands Trust consider significant antenna structures as being any structure over 25 metres measured from the ground level.

NOW THEREFORE, both parties agree to implement the following interagency consultation procedures regarding applications to Industry Canada for the site-specific authorization of significant antenna structures within the Islands Trust Area:

1.0 NOTIFICATION

- 1.1 Either party will use best efforts to notify the other party of an applicant's expression of interest to build or modify a significant antenna structure.
- 1.2 Industry Canada will use best efforts to advise applicants that they are required to notify and consult with the appropriate local trust committee to address local land-use concerns as explained in Client procedure Circular, CPC-2-0-03.

2.0 APPLICANT / LOCAL TRUST COMMITTEE CONSULTATION

- 2.1 Local trust committees will make their views known to both the applicant and Industry Canada within 60 days of receiving an application unless otherwise mutually agreed by the local trust committee and the applicant.
- 2.2 The local trust committee will use its best efforts to consult with the applicant and to consider requirements of the applicant.
- 2.3 When Industry Canada becomes aware of a local trust committee's objection to a site-specific significant antenna structure, consideration to issue a license will be delayed for up to 60 days or longer if otherwise mutually agreed by the local trust committees and the applicant so consultations can occur between the applicant and the local trust committee.

3.0 APPLICATION APPROVAL

- 3.1 Industry Canada does not play a direct role in land-use consultations. This responsibility remains with the applicant and the local trust committee to work toward a mutually acceptable agreement.
- 3.2 Industry Canada will use best efforts to notify a local trust committee of its intent to process an application indicating the content of the applicant's signed land-use consultation attestation.
- 3.3 Industry Canada, upon the request of a local trust committee, will meet with that local trust committee to hear its concerns before final approval of a license.

4.0 CONDITIONS

- 4.1 Nothing in this agreement shall be construed to fetter the legislative or administrative discretion of either of the parties within their respective areas of jurisdiction.
- 4.2 Any party to this Agreement may terminate this Agreement at any time by delivering three months written notice to the other party.
- 4.3 The officials of each party who shall be responsible for notices and the administration of this Agreement are:

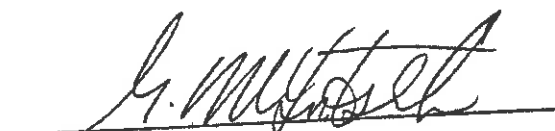
Executive Director
Islands Trust
2nd Floor, 1627 Fort Street
Victoria, British Columbia
V8R 1H8

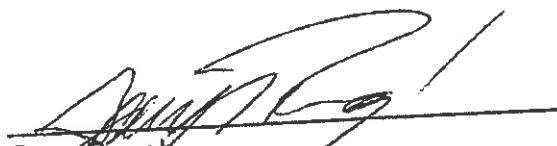
Phone #: (604) 952-4182
Fax #: (604) 952-4193

Director, Vancouver Island District
Pacific Region
Industry Canada
#318 - 816 Government Street
Victoria, British Columbia
V8W 1W9

Phone #: (604) 363-3800
Fax #: (604) 363-0208

Both parties commit to respect the terms of this agreement dated this 30 day of October, 1996.


Gordon A. McIntosh
Executive Director
Islands Trust


Gary Paugh
Director, Vancouver Island District
Industry Canada



Linda Adams
Chief Administrative Officer, Islands Trust
Suite 200, 1627 Fort St.
Victoria, BC
V8R 1H8

Date: December 1st, 2015

Subject: Rescinding the 1996 Letter of Understanding (LOU) "*Land use Consultation for Radio Communication Utilities*"

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Going forward, Islands Trust may wish to consider an "islands wide" tower siting consultation policy of their own. There are many good examples of these being used by various local governments. If drafted well, clearly outlining the requirements and obligations of both the proponent and the land use authority, such a policy can save both parties time and result in a more streamlined, timely and assured process.

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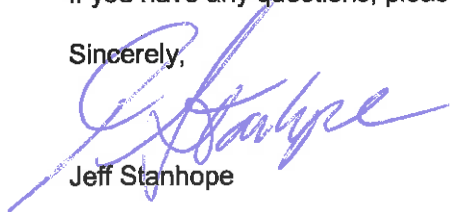
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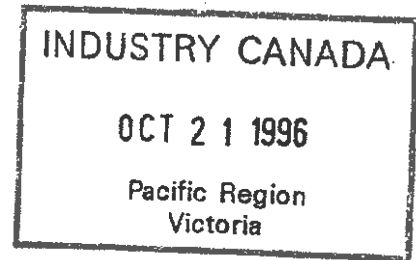

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LAND-USE CONSULTATION FOR RADIO COMMUNICATION UTILITIES
within the Islands Trust Area

WHEREAS, section 8.1 of the *Islands Trust Act* authorizes the Islands Trust Council to enter into agreements with the Government of Canada on behalf of one or more local trust committees to coordinate activities within the Islands Trust Area to achieve the legislated object of the *Islands Trust Act* ... "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 the Province generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of the Province";

WHEREAS, a local trust committee is responsible for regulating the development and use of land within a local trust area;

WHEREAS, Section 5 of the *Radiocommunications Act* defines the Minister's powers, the Minister may, (i) approve each site on which radio apparatus, including antenna systems, may be located and approve the erection of all masts, towers and other antenna-supporting structures;

WHEREAS, Industry Canada recognizes that land-use authorities may have an interest in the location of significant antenna structures proposed within their jurisdiction and may have concerns that should be considered in the exercise of authority under the *Radiocommunications Act*;

AND WHEREAS, the Islands Trust consider significant antenna structures as being any structure over 25 metres measured from the ground level.

NOW THEREFORE, both parties agree to implement the following interagency consultation procedures regarding applications to Industry Canada for the site-specific authorization of significant antenna structures within the Islands Trust Area:

1.0 NOTIFICATION

- 1.1 Either party will use best efforts to notify the other party of an applicant's expression of interest to build or modify a significant antenna structure.
- 1.2 Industry Canada will use best efforts to advise applicants that they are required to notify and consult with the appropriate local trust committee to address local land-use concerns as explained in Client procedure Circular, CPC-2-0-03.

2.0 APPLICANT / LOCAL TRUST COMMITTEE CONSULTATION

- 2.1 Local trust committees will make their views known to both the applicant and Industry Canada within 60 days of receiving an application unless otherwise mutually agreed by the local trust committee and the applicant.
- 2.2 The local trust committee will use its best efforts to consult with the applicant and to consider requirements of the applicant.
- 2.3 When Industry Canada becomes aware of a local trust committee's objection to a site-specific significant antenna structure, consideration to issue a license will be delayed for up to 60 days or longer if otherwise mutually agreed by the local trust committees and the applicant so consultations can occur between the applicant and the local trust committee.

3.0 APPLICATION APPROVAL

- 3.1 Industry Canada does not play a direct role in land-use consultations. This responsibility remains with the applicant and the local trust committee to work toward a mutually acceptable agreement.
- 3.2 Industry Canada will use best efforts to notify a local trust committee of its intent to process an application indicating the content of the applicant's signed land-use consultation attestation.
- 3.3 Industry Canada, upon the request of a local trust committee, will meet with that local trust committee to hear its concerns before final approval of a license.

4.0 CONDITIONS

- 4.1 Nothing in this agreement shall be construed to fetter the legislative or administrative discretion of either of the parties within their respective areas of jurisdiction.
- 4.2 Any party to this Agreement may terminate this Agreement at any time by delivering three months written notice to the other party.
- 4.3 The officials of each party who shall be responsible for notices and the administration of this Agreement are:

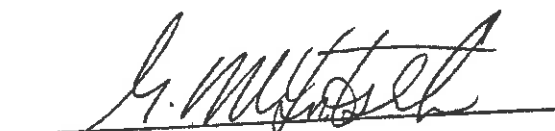
Executive Director
Islands Trust
2nd Floor, 1627 Fort Street
Victoria, British Columbia
V8R 1H8

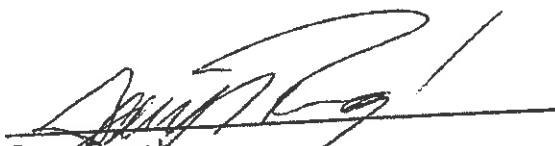
Phone #: (604) 952-4182
Fax #: (604) 952-4193

Director, Vancouver Island District
Pacific Region
Industry Canada
#318 - 816 Government Street
Victoria, British Columbia
V8W 1W9

Phone #: (604) 363-3800
Fax #: (604) 363-0208

Both parties commit to respect the terms of this agreement dated this 30 day of October, 1996.


Gordon A. McIntosh
Executive Director
Islands Trust


Gary Paugh
Director, Vancouver Island District
Industry Canada

Office of the Chief Administrative Officer

600 Comox Road, Courtenay, BC V9N 3P6
Tel: 250-334-6000 Fax: 250-334-4358
Toll free: 1-800-331-6007
www.comoxvalleyrd.ca



File: 470.20/IT

January 6, 2016

Sent via email only: rhotsenpiller@islandstrust.bc.ca

Russ Hotsenpiller
Chief Administrative Officer
Islands Trust
2nd Floor, 1627 Fort Street
Victoria, BC V8R 1H8

Dear Russ:

Re: Annual Comox Valley Regional District/Islands Trust meeting

In 2011 the Comox Valley Regional District and Islands Trust signed a protocol agreement (attached) to foster and improve relations. Section 3(a) requires at least one meeting annually between the Electoral Area A director and your Hornby and Denman trust committees, along with staff that the chief administrative officers identify. The aim of the meeting is to review the implementation of the protocol agreement, discuss topics of common interest and further our positive relationships.

I would like to propose October 20, 2016 at 10 am as a possible date and time, which can be hosted at the regional district offices. Please advise if this arrangement suits you. Agenda items can be finalized closer to the time.

I'm looking forward to hearing from you.

Sincerely,

D. Oakman

Debra Oakman, CPA, CMA
Chief Administrative Officer

Enclosure: Protocol agreement

cc: James Warren, general manager of corporate services branch

REGIONAL DISTRICT/LOCAL TRUST COMMITTEE PROTOCOL AGREEMENT

This protocol agreement ("Agreement") dated for reference Sept. 8, 2011 is

BETWEEN:

**DENMAN ISLAND LOCAL TRUST COMMITTEE and
HORNBY ISLAND LOCAL TRUST COMMITTEE**
(“local trust committees”)

AND:

COMOX VALLEY REGIONAL DISTRICT BOARD
(“regional district”)

(referred to as the (“Parties”))

WHEREAS:

- A. Under Section 24 (2)(c) of the *Islands Trust Act*, a local trust committee may enter into an agreement with a regional district respecting the coordination of activities in a local area;
- B. The Denman Island local trust committee and the Hornby Island local trust committee are established under Section 23 of the *Islands Trust Act* for the purpose of preserving and protecting the unique amenities and environment of the Denman Island local trust area and the Hornby Island local trust area and has the authority to regulate the development and use of land in this local area;
- C. The Comox Valley Regional District is a regional district established by letters patent on the 15th day of February 2008 and has the authority to provide services in the Denman Island local trust area and the Hornby Island local trust area; and
- D. The parties consider it in the interest of the residents of the Denman Island local trust area and the Hornby Island local trust area that the parties cooperate in the coordination of their activities.

NOW THEREFORE the Denman Island local trust committee and the Hornby Island local trust committee and the Comox Valley Regional District agree as follows:

PRINCIPLES

- 1. The local trust committees and the regional district agree to the following principles regarding interagency relations:
 - (a) recognition of each others’ jurisdictions and capabilities with a commitment to promoting a spirit of partnership through joint legislative, policy, program and communication initiatives;

- (b) coordination of planning, servicing and growth management activities that is responsive to the needs of the local trust areas and the electoral area of which it is a part;
- (c) commitment by the regional district to consider the purpose of the Islands Trust, which is to preserve and protect the area and its environment for the benefit of residents and the province, in matters involving the local trust areas;
- (d) commitment by the local trust committees to take the servicing functions of the regional district into consideration in matters involving the local trust areas;
- (e) cooperation through liaison, sharing of information, and notification of significant initiatives that may impact the other party.

COOPERATION

2. (1) The parties agree to cooperate with respect to the implementation, coordination and administration of each party's legislative authority that may impact the other party.
- (2) The parties agree to coordinate activities within the local trust areas / electoral areas including but not limited to such matters as:
 - (a) community planning;
 - (b) park planning and parkland acquisition;
 - (c) servicing arrangements; and
 - (d) bylaw enforcement where both parties participate in joint enforcement processes to effectively control situations where one or both parties' bylaws are being contravened, including consideration of cost sharing undertakings.
- (3) Each party agrees to notify the other party on legislative, municipal incorporation and boundary restructure initiatives that may affect the other party.

COMMUNICATIONS

3. (1) The parties agree to schedule meetings at least once per calendar year of the regional director, the local trust committees and staff as determined by the CAOs to review the implementation of the protocol.
- (2) Neither party is obligated to convey information to the other party that is protected for disclosure under the *Freedom of Information and Protection of Privacy Act*, any other legislation protecting information from disclosure, or that is subject to solicitor-client privilege.

- (3) Each party agrees to pursue alternate methods of dispute resolution before initiating legal proceedings directed at the other party.

CONDITIONS

4. (1) Nothing in this agreement shall be construed so as to fetter the legislative discretion of either of the parties within their respective areas of jurisdiction or, without limiting the generality of the foregoing, to oblige either of the parties to adopt or prevent either of the parties from adopting any bylaw or resolution.
- (2) The interpretation of terms used in this agreement shall be governed by the interpretation provisions of the *Islands Trust Act* and the *Local Government Act*.
- (3) This agreement may be amended by agreement in writing between the regional district and the local trust committees.
- (4) Any party to this agreement may terminate this agreement at any time by delivering three months' written notice to the other party.
- (5) Information and notification pertinent to this agreement shall be delivered to:

Denman Island local trust committee and the Hornby Island local trust committee	Islands Trust 2 nd Floor, 1627 Fort Street Victoria, B.C. V8R 1H8
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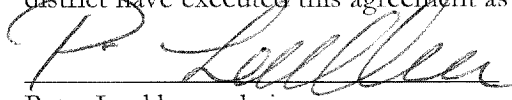
Comox Valley Regional District	600 Comox Rd Courtenay BC V3N 3P6
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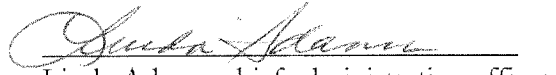
- (6) The officials of each party who shall be responsible for the notices and the administration of this agreement are:

Denman Island local trust committee the chief administrative officer
and the Hornby Island local trust committee of the Islands Trust

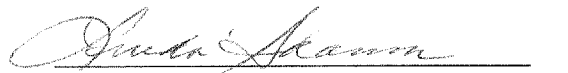
Comox Valley Regional District the corporate legislative officer of the regional
district

As evidence of their agreement to the above terms, the local trust committees and the regional
district have executed this agreement as set out below:


Peter Luckham, chair
Denman Island local trust committee


Linda Adams, chief administrative officer
Islands Trust


Louise Bell, chair
Hornby Island local trust committee


Linda Adams, chief administrative officer
Islands Trust


Edwin Grieve, chair
Comox Valley Regional District


Debra Oakman, chief administrative officer
Comox Valley Regional District