



Mayne Island Local Trust Committee

Regular Meeting Agenda

Date: May 30, 2016
Time: 1:00 pm
Location: Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island, BC

	Pages
1. CALL TO ORDER	1:00 PM - 1:20 PM
2. APPROVAL OF AGENDA	
3. TOWN HALL AND QUESTIONS	
4. COMMUNITY INFORMATION MEETING	
none	
5. PUBLIC HEARING	
none	
6. MINUTES	
6.1 Local Trust Committee Minutes Dated April 25, 2016 (for Adoption)	4 - 12
6.2 Section 26 Resolutions-without-meeting Report	
none	
6.3 Advisory Planning Commission Minutes Dated May 9, 2016 (for Receipt)	13 - 16
7. BUSINESS ARISING FROM THE MINUTES	1:20 PM - 1:30 PM
7.1 Follow-up Action List Dated May 2016	17 - 18
8. DELEGATIONS	
none	
9. CORRESPONDENCE	
<i>Correspondence received concerning current applications or projects is posted to the LTC webpage</i>	
none	

10.	APPLICATIONS AND REFERRALS	1:30 PM - 2:30 PM	
10.1	Salt Spring Island Local Trust Committee Bylaw No. 488 Referral For response		19 - 21
10.2	Salt Spring Island Local Trust Committee Bylaw No. 489 Referral For response		22 - 24
10.3	Salt Spring Island Local Trust Committee Bylaw No. 490 Referral For response		25 - 27
10.4	Salt Spring Island Local Trust Committee Bylaw No. 493 Referral For response		28 - 29
10.5	MA-TUP-2016.2 (Lane) - Staff Report		30 - 39
10.6	MA-RZ-2015.1 (CRD) - Staff Report		40 - 50
10.7	MA-RZ-2015.2 (Rosengren) - Staff Report & Draft Bylaw No. 170		51 - 62
10.8	MA-TUP-2016.1 (Leathers) - Staff Report		63 - 78
11.	LOCAL TRUST COMMITTEE PROJECTS	2:30 PM - 3:00 PM	
11.1	Riparian Area Implementation - Staff Report		79 - 81
11.2	Commercial Land Use Review - Staff Report		82 - 84
12.	REPORTS	3:00 PM - 4:00 PM	
12.1	Work Program Reports (attached)		
12.1.1	<u>Top Priorities Report Dated May 2016</u>		85 - 85
12.1.2	<u>Projects List Report Dated May 2016</u>		86 - 86
12.2	Applications Report Dated May 2016 (attached)		87 - 88
12.3	Trustee and Local Expense Report Dated March 2016		89 - 89
12.4	Adopted Policies and Standing Resolutions (attached)		90 - 93
12.5	Local Trust Committee Webpage		
12.6	Chair's Report		
12.7	Trustee Report		
12.8	Trust Fund Board Report Dated May 2016		94 - 95
13.	NEW BUSINESS		
	none		

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for June 27, 2016, at 1:00 pm at the Mayne Island Agricultural Hall

15. TOWN HALL

16. CLOSED MEETING

none

17. ADJOURNMENT

4:00 PM - 4:00 PM



DRAFT

Mayne Island Local Trust Committee Minutes of Regular Meeting

Date: April 25, 2016
Location: Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island, BC

Members Present George Grams, Chair
Jeanine Dodds, Local Trustee
Brian Crumblehulme, Local Trustee

Staff Present Gary Richardson, Island Planner
Pat Todd, Recorder

Guest Andrew Appleton, Resource Specialist - Ministry of Forests,
Lands and Natural Resources Operations

There were approximately thirty-two (32) members of the public present.

1. CALL TO ORDER

Chair Grams called the meeting to order at 1:03 pm. and acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations. The Chair introduced the LTC members and guest presenter Andrew Appleton.

2. APPROVAL OF AGENDA

Additions: 13.1 Campbell Bay Music Festival
13.2 2015/16 Annual Report

By general consent the agenda was adopted as presented.

3. TOWN HALL AND QUESTIONS

R. Dean asked who present was in favour of Riparian Area Regulations.

Chair Grams responded that this would be addressed in the presentation and that Mayne Island is obligated to produce a bylaw.

M. Cooper, on behalf of the Mayne Island Integrated Water Systems Society (MIIWSS), displayed signs that have been made promoting the use of rain water for gardens: "Garden Powered by Rain Water". Signs are for sale at \$20.00 each which includes a membership for MIIWS.

Chair Grams commended the initiative and added that there is a CRD grant in place on Salt Spring Island to support rainwater collection.

4. COMMUNITY INFORMATION MEETING

none

5. PUBLIC HEARING

none

6. MINUTES

6.1 Local Trust Committee Minutes Dated March 21, 2016 (for Adoption)

By general consent the Local Trust Committee meeting minutes of March 21, 2016 were adopted.

6.2 Section 26 Resolutions-without-meeting Report

none

6.3 Advisory Planning Commission Minutes

none

7. BUSINESS ARISING FROM THE MINUTES

7.1 Follow-up Action List Dated April 2016

The remaining item is a letter to Gary Holman.
Staff reported that there had been a problem locating earlier correspondence.

8. DELEGATIONS

none

9. CORRESPONDENCE

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

none

10. APPLICATIONS AND REFERRALS

10.1 MA-RZ-2015.2 (Rosengren) - Staff Report

Planner Richardson reviewed the application. All units have been built out and the applicant is requesting the permitted uses to be expanded to allow residences/staff housing in some of the units. This is supported as it provides mixed housing.

There is a secondary request is to expand commercial space at the resort. Staff also referred to a motion that had been made to put a moratorium on commercial development until the Commercial Task Force Review was completed.

Trustee Dodds stated support for the residential changes however size of proposed retail space must be indicated.

Trustee Crumblehulme agreed with Trustee Dodds and is prepared to proceed to a Public Hearing.

M. Rosengren (applicant) spoke to the retail expansion and indicated the addition would be approximately 200 sq. ft. – current area is 200 sq. ft. This retail space would lead to enhanced customer satisfaction and would be open to the public.

MA-2016-022

It was Moved and Seconded

that the Mayne Island Local Trust Committee direct staff to prepare draft bylaws that would implement the bylaw amendments requested in application MA-RZ-2015.2 (Mayne Island Resort)

CARRIED

Trustee Dodds referred to the moratorium and recalled that it was for development of new commercial space(s).

10.2 MA-TUP-2016.1 (Leathers) - Staff Report

Planner Richardson outlined the application for a TUP to operate a bed and breakfast. The B&B is located in an accessory building which is not permitted however the business has been operating for a number of years.

M. Leathers (applicant) gave some historical details regarding the property and the operation of a B&B. To date there have been no problems with septic/water. Shortly after purchasing the property she spoke with the then Planner who suggested use as a B&B. The self-catered B&B has been running for 8 years without any complaints from neighbours.

Trustee Crumblehulme questioned making the structure an extension of the main home.

Applicant responded that this option would be very costly.

Planner Richardson agreed that a B&B is permitted if it is part of the main structure or could be considered under Home Occupation.

Trustee Dodds clarified that as this is not a legal dwelling then occupation would be in contrary to Building Code and would also set a precedent. It was suggested that the application be referred to the APC.

MA-2016-023

It was Moved and Seconded

that the Mayne Island Local Trust Committee direct staff to refer MA-TUP-2016.1 (Leathers) to the Mayne Island Advisory Commission and the Skana Gate Water District.

CARRIED

The applicant informed the LTC that the B&B had reservations through to mid-September.

10.3 Salt Spring Island Local Trust Committee Bylaw No. 491 Referral (for Response)

MA-2016-024

It was Moved and Seconded

that Mayne Island Local Trust Committee interests are unaffected by Salt Spring Island Local Trust Committee Bylaw No. 491.

CARRIED

10.4 Salt Spring Island Local Trust Committee Bylaw No. 492 Referral (for Response)

MA-2016-025

It was Moved and Seconded

that Mayne Island Local Trust Committee interests are unaffected by Salt Spring Island Local Trust Committee Bylaw No. 492.

CARRIED

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Riparian Area Regulations (RAR) - Staff Report & Presentation

Presentation by Andrew Appleton - Ministry of Forest, Land and Natural Resource Operations

Planner Richardson reviewed RAR work to date and restated that Mayne Island has to comply with RAR. Past information indicates 3 streams are included for RAR. He informed the LTC that different islands have different forms of compliance.

Andrew Appleton spoke to his role of working with local governments to achieve compliance with RAR and that he appreciates the number of challenges regarding implementing new bylaws.

The Office of the Ombudsperson has reviewed RAR and a number of recommendations were sent to the Ministry in 2014. These recommendations have been accepted and acted upon by the Ministry.

Islands Trust is responsible to bring in RAR compliant bylaws and there are now only a few areas without RAR bylaws.

The Ministry does not have discretionary power as to application of RAR, and to establish RAR provisions there must be a report by a qualified environment professional (QEP).

Presence/absence of fish is not relevant regarding inclusion within RAR.

Trustee Crumblehulme spoke to Mayne Island's desire to comply and has had streams assessed resulting in 1 stream that could have set backs and 2 streams with no possibility of fish.

A. Appleton replied that even without fish RAR is still enforced. It is possible that along a water course there would be a number of different setbacks.

I. Dow questioned if regulations had been changed as discussions with Ministry personnel have resulted in a number of different conclusions.

The regulations have not been amended. The definition of streams is very broad.

There was discussion as to the interpretations of reports submitted regarding the status of the island streams. This work was done in good faith with Ministry direction and now report and efforts are being negated. Work with the Ministry regarding RAR has been frustrating and contrary from person to person.

A. Appleton acknowledged this unfortunate situation.

Trustee Dodds addressed natural barriers e.g. Peat. A. Appleton responded that the Swell Report conclusions differ from the Cluffe Report and that neither report is all inclusive. Water quality does not exclude implementation of RAR.

Trustee Dodds spoke to RAR and land that is zoned agricultural. RAR is not applicable to agricultural practices and Mayne Island set backs are currently 25'.

The Ministry's response was that setbacks could be lesser or greater than existing and are developed using site by site assessment. The QEP map could be the same standard as used in other Trust areas.

R. Dean questioned bringing in another QEP and stated that a number of ditches exist solely through run off.

The Ministry stated that some jurisdictions have identified total area as being under RAR.

Chair Grams reviewed the process implemented on Salt Spring Island.

D. Maude referred to the Cluffe report findings, which followed Ministry specifications, and commented that RAR is trying to protect something that doesn't exist on the island. i.e. fish.

Chair Grams stated that a QEP assessment, based on Ministry assessment standards, could validate the Cluffe report.

Trustee Crumblehulme asked if the next QEP identified no fish /no fish habitats would this report be validated by Ministry.

Trustee Dodds questioned the expenditures incurred by areas where standards or regulations are not applicable.

A. Appleton informed the LTC that the Ombudsperson report stated that regulations were not strong enough and recommended higher standards.

Chair Grams expressed appreciation for A. Appleton attending the meeting and brought the discussion to a close. Any further comments could be raised during Town Hall.

MA-2016-026

It was Moved and Seconded

that the Mayne Island Local Trust Committee request staff to report back with a draft Project Charter for the Riparian Area Regulations Implementation project based on the approach outlined in the staff memo dated June 17, 2014.

CARRIED

12. REPORTS

12.1 Work Program Reports (attached)

12.1.1 Top Priorities Report Dated April 2016

Staff commented that RAR should be put onto priorities list.

MA-2016-027

It was Moved and Seconded

that the Mayne Island Local Trust Committee direct staff to increase the Top Priorities List to four to include Riparian Area Regulations.

CARRIED

12.1.2 Projects List Report Dated April 2016

MA-2016-028

It was Moved and Seconded

that the Mayne Island Local Trust Committee request staff to remove Riparian Area Regulations and Bylaw Enforcement Notification from Projects List.

CARRIED

12.2 Applications Report Dated April 2016 (attached)

Trustee Dodds asked Planner Richardson as to the status of Anson Road rezoning application referral to APC.

Staff will follow up on this item.

12.3 Trustee and Local Expense Report Dated March 2016 (attached)

Received for information.

12.4 Adopted Policies and Standing Resolutions (attached)

Received for information.

12.5 Local Trust Committee Webpage

The webpage will be updated according to meeting details.

12.6 Chair's Report

Chair Grams reported on the Trust Council meeting on Hornby. The IT budget for 2016/17 has been passed and there is no net effect on property taxes. The IT, in a two year project, will be hiring an Intergovernmental Advisor to look at environment issues/threats (e.g. anchorages, oil spills, LNG) and to facilitate relationships with First Nations. The next Trust Council is on North Pender.

12.7 Trustee Report

Trustee Crumblehulme reported that the Community Economic Sustainability Commission is drafting a business plan and that there will be a repeat of the free weekend interisland travel. On the May the 29th there is a meeting in Sidney of the CRD, Trustees and San Juan County representatives. Cross border seasonal transit is being explored. Affordable housing is becoming more of an issue everywhere and there will be a Trustee Forum to look at this issue to share information and housing options.

Trustee Dodds referred to the Housing Task Force report from a few years ago and stated that the OCP recognises a number of options; such as in travel trailers, secondary suites and that while there is zoning for Seniors Housing there is no funding to develop this type of housing. Housing is expensive throughout BC and this situation tends to run in cycles.

12.8 Trust Fund Board Report

Chair Grams acknowledged Derek Atha and his efforts while a member of the Trust Fund Board of Directors.

13. NEW BUSINESS

13.1 Campbell Bay Music Festival

Trustee Dodds provided some history of this music festival which has grown over the years and questioned if there should be a TUP. There is a need for more resources, e.g. port-a-pottys. There are positive and negative impacts on the community.

Staff will contact the sponsors as to plans for this year to mitigate problems from last year's festival.

13.2 Annual Report

MA-2016-029

It was Moved and Seconded

that the Mayne Island Local Trust Committee approves the attached text for inclusion in the 2015-2016 Annual Report for approval by Trust Council and submission to the Minister of Community, Sport and Cultural Development.

CARRIED

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for May 30, 2016, 1:00 pm, at the Mayne Island Agricultural Hall

15. TOWN HALL

B.Lefler spoke to the RAR protecting water and potential fish habitats. The decision seems to be the size of setback and questioned if this could be addressed through use of DP.

It was explained that a DP outlines where, when and how development will be completed.

Ian Dow reviewed the Supreme Court Decision which stated "reasonable expectation of fish or fish to be restored".

Ministry spoke to whether it is reasonable to expect fish restoration. It is incumbent on the QEP to attest to the situation. Other Trust areas have completed the process and Mayne Island could build on what has been done. It was restated island work to date does not meet standards to establish a bylaw.

Trustee Dodds suggested staff bring forward an information package regarding hiring a QEP and recommendations to on how to move forward with this issue.

A. Appleton assured the LTC that work will continue with staff and Trustees to acquire what is necessary to achieve compliance.

J. Overdorf referred to an irrigation pond on his property and a nearby hanger requiring repairs. He was assured that existing structures can be maintained and as it is an agricultural structure RAR does not apply

P. Buchholz spoke to correspondence sent to LTC, subsequent to the letter of 2014, regarding the designation of W4 as a community wharf. While the Ministry is attempting to formalize access there is currently no legal access to the wharf. It is her interpretation that public access without a right of way conflicts with Common Law. Her request is to change LUB description under W4.

Chair Grams informed P. Buchholz that it had been short notice to reply to her most recent correspondence. Staff will prepare a response.

16. CLOSED MEETING

None.

17. ADJOURNMENT

By general consent the meeting was adjourned at 3:18 pm.

George Grams, Chair

Certified Correct:

Pat Todd, Recorder



DRAFT

MAYNE ISLAND ADVISORY PLANNING COMMISSION MEETING MINUTES

Date: May 9, 2016

Location: 360 Georgina Point Rd, St. Mary Magdalene
Anglican Church

Members Present: Stephen Cropper
Jerry Wise
Sally Manson
Ian Birtwell
Bill Bender
Chris Roehrig
Dennis Emmett

Staff Present: Pat Todd, Recorder

Trustees Present: Trustee Dodds

Members of the Public and Media Present: Two (2)

1. CALL TO ORDER

Chair Cropper called the meeting to order at 7:00 p.m.

2. APPROVAL OF THE AGENDA

By general consent the agenda was adopted as presented.

3. APPROVAL OF MINUTES OF A.P.C.

3.1 Meeting of September 21, 2015

By general consent the Advisory Planning Commission minutes of September 21, 2015 were adopted as presented.

4. BUSINESS ARISING FROM THE MINUTES

Appreciation cards have been sent to Rich Tamboline and David Maude on behalf of the LTC and APC.

5. REFERRALS

5.1 MA-TUP-2016.1(Leathers)

This TUP is for the operation of a bed and breakfast in an accessory building. The applicant has operated a "self-catered bed and breakfast for a number of years on the site.

There was clarification as to the classification of a cottage and an accessory building and the permitted uses of such buildings.

Reviewed the criteria for a bed and breakfast - is to be within the primary residence.

There are a number of issues in granting a TUP for STVR due to the unit being an accessory building.

Trustee Dodds informed the APC that Bylaw Enforcement was called in due to a complaint. There are options to legalize the business, which would necessitate changing the OCP to allow habitation within an accessory building. The original building permit was given for a garage. The referral will be sent to the CRD for review.

Approval of the application would "grandfather" the existing situation.

Health and safety issues would be the responsibility of CRD.

The TUP would be site specific/purpose specific and goes with the property.

The Planner has recommended application proceed no further.

There was extended discussion regarding the application circumstances.

MA-2016-001

It was Moved and Seconded

that the Mayne Island Advisory Planning Commission recommend to the Mayne Island Local Trust Committee the approval of MA-TUP-2016.1 with the Temporary Use Permit to include the conditions detailed in the Staff Report, April 5, 2016 on page 8, point 4.

CARRIED
5/1

5.2 Draft Bylaws 168 (OCP) and 169(LUB)

These bylaws are to address the application from the CRD for rezoning to permit a Community Wharf on a water lot located on Anson Road.

Jerry Wise declared a conflict of interest due to being Chair of the Parks and Recreation Commission and left the meeting.

Carl Bunnin, Chair of the SGIHC, reviewed the application.

Trustee Dodds stated that the lot has been designated a Development Permit Area.

An environmental study has been conducted; flow is good and no threat to eel grass.

To date the community feedback on this proposal has been supportive.

MA-2016-002

It was Moved and Seconded

that the Mayne Island Advisory Commission recommend the Mayne Island Local Trust Committee proceed with the rezoning application.

CARRIED

6. TRUSTEES REPORT

Trustee Dodds informed the Commission that the bylaws regarding STVR are proceeding. There has been an application by the Mayne Inn to double commercial space and to have 8 units with dual zoning that would allow for expansion of use e.g. staff housing. The Planner has recommended proceeding with this application.

There is also an application for Campbell Bay Road for a STVR.

Ben has been passed. Bylaw enforcement remains complaint driven. The Bylaw Officer has reported that the threat of fines has stimulated STVRs to comply with bylaws.

7. NEW BUSINESS

None

8. NEXT MEETING

To be announced

9. ADJOURNMENT

By general consent the meeting adjourned at 8:20 p.m.

Stephen Cropper, Chair

Certified Correct:

Pat Todd, Recorder

Follow Up Action Report

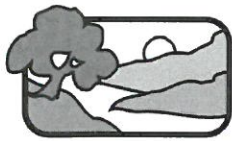
Mayne Island

25-Apr-2016

Activity	Responsibility	Target Date	Status
Minutes of March 21, 2016 adopted as drafted.	Regina Robinson		Done
MA-RZ-2015.2 (Rosengren) - staff to prepare draft bylaw(s) for the LTCs consideration.	Gary Richardson		Done
MA-TUP-2016.1 (Leathers) - Staff to forward to the APC and Skana Water District for review and comment.	Gary Richardson		Done
Salt Spring LTC Bylaw 491 referral - respond MILTCs interests unaffected Salt Spring LTC Bylaw 492 referral - respond MILTCs interests unaffected	Sharon Lloyd-deRosario		Done
Campbell Bay Music Festival - staff to contact proponent regarding proposed use.	Gary Richardson		On Going
2015/2016 Mayne LTC Annual Report - approved as drafted	Gary Richardson		Done
Riparian Area Regulation Implementation 1) staff to prepare a project charter for May 30, 2016 LTC Mtg. 2) staff to prepare a terms of reference for QEP to carryout peer review of existing reports and complete final report on the RAR streams on Mayne Island.	Gary Richardson		On Going
Work Program 1) add RAR as priority 4 2) remove RAR and Ben Bylaw from project list	Gary Richardson		Done
Respond to letter from P. Buchholtz	Gary Richardson		On Going



Follow Up Action Report



Islands Trust

PRELIMINARY BYLAW REFERRAL FORM

1-500 Lower Ganges Road
Salt Spring Island, BC BC V8K 2N8
Ph: (250) 537-9144
Fax: (250) 537-9116
ssiinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Salt Spring Island Trust Area Bylaw No.: 488 Date: May 3, 2016

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 45 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Salt Spring Island Local Trust Committee – 1-500 Lower Ganges Road, Salt Spring Island, BC, V8K 2N8

PURPOSE OF BYLAW:

This Bylaw amends Salt Spring Island Official Community Plan Bylaw No. 434 by introducing a new definition of "General Employment" as a basis for zoning changes in Land Use Bylaw No. 355 and by introducing a policy context for the Salt Spring Island Local Trust Committee to entertain future rezoning applications in certain areas of Salt Spring Island and by modifying development permit guidelines to address new uses envisioned in draft Bylaw No. 489 which amends Land Use Bylaw No. 355.

GENERAL LOCATION:

Salt Spring Island, Electoral Area F

LEGAL DESCRIPTION:

Salt Spring Island, Electoral Area F

SIZE OF PROPERTY AFFECTED:

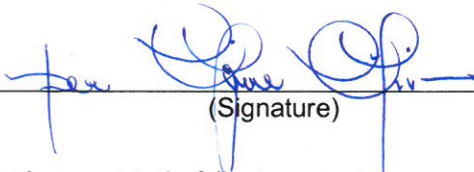
ALR STATUS:

OFFICIAL COMMUNITY PLAN DESIGNATION:

Bylaw No. 434

OTHER INFORMATION:

Please fill out the Response Summary on the back of this form. If your agency's interests are "Unaffected", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this Bylaw.


(Signature)

Name: Chloe Fox

Title: Planning Consultant

This referral has been sent to the following agencies:

Federal Agencies

Fisheries & Oceans, Canada - Pacific Region

Regional Agencies

CRD – All Referrals

CRD - K. Campbell

CRD – SSI Economic Development Commission

CRD – SSI Parks and Recreation

CRD – SSI Senior Manager

CRD – SSI Transportation Commission

CRD – Ganges Water & Sewer Commission

CRD – SSI Director

CRD – SSI Building Inspection

CRD – Environmental Eng. Division

CRD – Housing Secretariat

CRD – Parks & Community Services

CRD – SSI Liquid Waste Disposal Local Service Commission

CRD- SGI Small Craft Harbours Commission

Vancouver Island Health Authority

CRD - Beddis Water Service Commission

CRD – Highland Water & Sewer Local Services Commission

CRD - Fernwood Water Local Services Commission

CRD – Fulford Water Service Commission

PLEASE TURN OVER 

Provincial Agencies

Agricultural Land Commission
Ministry of Agriculture
BC Assessment Authority
Ministry of Community, Sport & Cultural Development
Ministry of Energy and Mines
Ministry of Transportation & Infrastructure
Ministry of Natural Resource Operations – Archaeology Branch
Ministry of Forest Lands & Natural Resource Operations – Environment
Ministry of Forest Lands & Natural Resource Operations – Front Counter BC
Ministry of Jobs, Tourism & Skills

Non-Agency Referrals

North Salt Spring Waterworks District
SSI Chamber of Commerce
SSI Fire Protection District
SS Farmer's Institute
SSI Farmland Trust
SSI Abbatoir Society
SSI Agricultural Alliance
Cusheon Lake Stewardship Committee
SSI Water Council Society
SSI Water Preservation Society
Reginal Hill Waterworks District

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee
Mayne Island Local Trust Committee
North Pender Island Local Trust Committee
Thetis Island Local Trust Committee
Cowichan Valley Regional District
Islands Trust Fund

First Nations

Te'Mexw Treaty Association
Hul'qumi'num Treaty Group (for information only)
Pauquachin First Nation
Malahat First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation
Chemainus First Nation
Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Penelakut First Nation
Semiahmoo First Nation

PRELIMINARY BYLAW REFERRAL FORM RESPONSE SUMMARY

☐ Approval Recommended for Reasons Outlined Below

☐ Approval Recommended Subject to Conditions Outlined Below

☐ Interests Unaffected by Bylaw

☐ Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
(Island)

(Signature)

(Date)

488
(Bylaw Number)

(Title)

(Agency)



Islands Trust

PRELIMINARY BYLAW REFERRAL FORM

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Salt Spring Island, BC BC V8K 2N8
Ph: (250) 537-9144
Fax: (250) 537-9116
ssiinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Salt Spring Island Trust Area Bylaw No.: 489 Date: May 3, 2016

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 45 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Salt Spring Island Local Trust Committee – 1-500 Lower Ganges Road, Salt Spring Island, BC, V8K 2N8

PURPOSE OF BYLAW:

This Bylaw amends Salt Spring Island Land Use Bylaw No. 355 by replacing Section 9.7 with a new "General Employment" zoning structure which reworks the existing industrial land use framework by adding permitted uses, amending site coverage, setback regulations as well as zone variations. In addition, a total of 54 properties are potentially rezoned by this draft bylaw; however, some of the properties are currently zoned for industrial uses.

GENERAL LOCATION:

Salt Spring Island, Electoral Area F

LEGAL DESCRIPTION:

Salt Spring Island, Electoral Area F

SIZE OF PROPERTY AFFECTED:

ALR STATUS:

OFFICIAL COMMUNITY PLAN DESIGNATION:

Bylaw No. 434

OTHER INFORMATION:

Please fill out the Response Summary on the back of this form. If your agency's interests are "*Unaffected*", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this Bylaw.


(Signature)

Name: Chloe Fox

Title: Planning Consultant

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CRD – SSI Building Inspection
CRD – Environmental Eng. Division
CRD – Housing Secretariat
CRD – Parks & Community Services
CRD – SSI Liquid Waste Disposal Local Service Commission
CRD- SGI Small Craft Harbours Commission
Vancouver Island Health Authority
CRD - Beddis Water Service Commission
CRD – Highland Water & Sewer Local Services Commission
CRD - Fernwood Water Local Services Commission
CRD – Fulford Water Service Commission

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Provincial Agencies

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BC Assessment Authority
Ministry of Community, Sport & Cultural Development
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Ministry of Transportation & Infrastructure
Ministry of Natural Resource Operations – Archaeology Branch
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Adjacent Local Trust Committees and Municipalities

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Thetis Island Local Trust Committee
Cowichan Valley Regional District
Islands Trust Fund

First Nations

Te'Mexw Treaty Association
Hul'qumi'num Treaty Group (for information only)
Pauquachin First Nation
Malahat First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation
Chemainus First Nation
Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Penelakut First Nation
Semiahmoo First Nation

PRELIMINARY REFERRAL FORM RESPONSE SUMMARY

☐ Approval Recommended for Reasons Outlined Below

☐ Approval Recommended Subject to Conditions Outlined Below

☐ Interests Unaffected by Bylaw

☐ Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
(Island)

(Signature)

(Date)

489
(Bylaw Number)

(Title)

(Agency)



PRELIMINARY BYLAW REFERRAL FORM

1-500 Lower Ganges Road
Salt Spring Island, BC BC V8K 2N8
Ph: (250) 537-9144
Fax: (250) 537-9116
ssiinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Salt Spring Island Trust Area Bylaw No.: 490 Date: May 3, 2016

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 45 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Salt Spring Island Local Trust Committee – 1-500 Lower Ganges Road, Salt Spring Island, BC, V8K 2N8

PURPOSE OF BYLAW:

This Bylaw amends the Salt Spring Island Land Use Bylaw No. 355 by amending the zoning classification of 4 existing Waste Management Facilities which are located at:

- Liquid waste transfer station, on Burgoyne Bay Road
- Ganges sewer, on Seaview Ave., and
- Recycling on Rainbow Road
- Garbage Service S.S., Blackburn Road

GENERAL LOCATION:

Salt Spring Island, Electoral Area F

LEGAL DESCRIPTION:

Salt Spring Island, Electoral Area F

SIZE OF PROPERTY AFFECTED:

ALR STATUS:

OFFICIAL COMMUNITY PLAN DESIGNATION:

Bylaw No. 434

OTHER INFORMATION:

Please fill out the Response Summary on the back of this form. If your agency's interests are "*Unaffected*", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this Bylaw.

(Signature)

Name: Chloe Fox

Title: Planning Consultant

This referral has been sent to the following agencies:

Federal Agencies

Fisheries & Oceans, Canada - Pacific Region

Regional Agencies

CRD – All Referrals
CRD - K. Campbell
CRD – SSI Economic Development Commission
CRD – SSI Parks and Recreation
CRD – SSI Senior Manager
CRD – SSI Transportation Commission
CRD – Ganges Water & Sewer Commission
CRD – SSI Director
CRD – SSI Building Inspection
CRD – Environmental Eng. Division
CRD – Housing Secretariat
CRD – Parks & Community Services
CRD – SSI Liquid Waste Disposal Local Service Commission
CRD- SGI Small Craft Harbours Commission
Vancouver Island Health Authority
CRD - Beddis Water Service Commission
CRD – Highland Water & Sewer Local Services Commission
CRD - Fernwood Water Local Services Commission
CRD – Fulford Water Service Commission

Provincial Agencies

Agricultural Land Commission
Ministry of Agriculture
BC Assessment Authority
Ministry of Community, Sport & Cultural Development
Ministry of Energy and Mines
Ministry of Transportation & Infrastructure
Ministry of Natural Resource Operations – Archaeology Branch
Ministry of Forest Lands & Natural Resource Operations – Environment
Ministry of Forest Lands & Natural Resource Operations – Front Counter BC
Ministry of Jobs, Tourism & Skills

Non-Agency Referrals

North Salt Spring Waterworks District
SSI Chamber of Commerce
SSI Fire Protection District
SS Farmer's Institute
SSI Farmland Trust
SSI Abbatoir Society
SSI Agricultural Alliance
Cusheon Lake Stewardship Committee
SSI Water Council Society
SSI Water Preservation Society
Reginal Hill Waterworks District

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee
Mayne Island Local Trust Committee
North Pender Island Local Trust Committee
Thetis Island Local Trust Committee
Cowichan Valley Regional District
Islands Trust Fund

First Nations

Te'Mexw Treaty Association
Hul'qumi'num Treaty Group (for information only)
Pauquachin First Nation
Malahat First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation
Chemainus First Nation
Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Penelakut First Nation
Semiahmoo First Nation

PRELIMINARY BYLAW REFERRAL FORM RESPONSE SUMMARY

☐ Approval Recommended for Reasons Outlined Below

☐ Approval Recommended Subject to Conditions Outlined Below

☐ Interests Unaffected by Bylaw

☐ Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
(Island)

(Signature)

(Date)

490
(Bylaw Number)

(Title)

(Agency)



PRELIMINARY BYLAW REFERRAL FORM

1-500 Lower Ganges Road
Salt Spring Island, BC BC V8K 2N8
Ph: (250) 537-9144
Fax: (250) 537-9116
ssiinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Salt Spring Island Trust Area

Bylaw No.: 493

Date: April 18, 2016

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 45 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Salt Spring Island Local Trust Committee

PURPOSE OF BYLAW:

To amend the Piers Island Official Community Plan Bylaw No. 51 to include climate change considerations (Green house gas emission reduction targets, policies and actions) per Section 473, Subsection 3 of the Local Government Act.

GENERAL LOCATION:

Piers Island, South West of Salt Spring Island, North East of Saanich Peninsula

LEGAL DESCRIPTION:

Piers Island, Victoria District

SIZE OF PROPERTY AFFECTED:

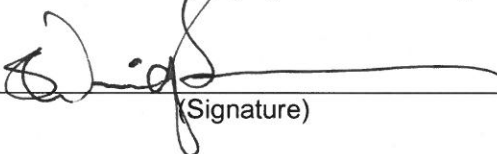
ALR STATUS:

OFFICIAL COMMUNITY PLAN DESIGNATION:

Piers Island Official Community Plan Bylaw No. 51

OTHER INFORMATION:

Please fill out the Response Summary on the back of this form. If your agency's interests are "Unaffected", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this Bylaw.


(Signature)

Name: Seth Wright

Title: Planner

This referral has been sent to the following agencies:

Provincial Agencies

BC Assessment Authority
BC Ferry Services Inc.
Ministry of Community, Sport & Cultural Development
Ministry of Energy
Ministry of Transportation & Infrastructure
Ministry of Forest Lands & Natural Resource Operations – Environment
Ministry of Forest Lands & Natural Resource Operations – Front Counter BC

Regional Agencies

CRD – All Referrals & K. Campbell
CRD – SSI Building Inspection
CRD – SSI Director
CRD – Environmental Eng. Division
CRD- SGI Small Craft Harbours Commission
Vancouver Island Health Authority

Non-Agency Referrals

SS Ferry Advisory Committee

First Nations

Te'Mexw Treaty Association
Hul'qumi'num Treaty Group (for information only)
Pauquachin First Nation
Malahat First Nation
Tsartlip First Nation
Tsawout First Nation
Tseycum First Nation
Chemainus First Nation
Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Penelakut First Nation
Semiahmoo First Nation

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee
Mayne Island Local Trust Committee
North Pender Island Local Trust Committee
Islands Trust Fund

PRELIMINARY BYLAW REFERRAL FORM RESPONSE SUMMARY

☐ Approval Recommended for Reasons Outlined Below

☐ Approval Recommended Subject to Conditions Outlined Below

☐ Interests Unaffected by Bylaw

☐ Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
(Island)

(Signature)

(Date)

493
(Bylaw Number)

(Title)

(Agency)

STAFF REPORT

May 11, 2016

File No.: MA-TUP-2016.2
(Lane)

To: Mayne Local Trust Committee
For LTC Meeting: May 30, 2016

From: Phil Testemale, A/Planner 2

CC: Robert Kojima, Regional Planning Manager
Gary Richardson, Island Planner
Warren Dingman, Bylaw Enforcement Officer

Re: Temporary Use Permit Application

Owner: Peter Lane, Donald Devana and Carolin Luchuck
Applicant: Peter Lane
Description: Lot 4, Section 11, Mayne Island, Cowichan District, Plan 19033,
PID: 003-713-008

Civic Address: 407 Campbell Bay Road

THE PROPOSAL:

This application is to consider a Temporary Use Permit (TUP) for a Short Term Vacation Rental within a Dwelling Unit.

BACKGROUND:

The proposal is to allow for a TUP for a Short Term Vacation Rental use within an existing 260 m² (2800 ft²) dwelling. The application is the result of the bylaw enforcement action for illegal short term vacation rentals on Mayne (see Bylaw Enforcement - below).

The applicant's stated reasons for the proposed temporary use are that they believe that providing vacation rental accommodation benefits the island as well as allows them to meet their financial obligations with respect to the mortgage of the property. They also believe that bringing people to Mayne Island is essential to the life and economic health of the community.

Currently they rent to a maximum of ten (10) people in four (4) bedrooms. They rent for approximately 100 days per year while the rest of the time the dwelling is used as a vacation home by the owners. They do not rent to groups under 25 years of age, and have no parking issues given the size of the property and location of the dwelling. They have hosted family and artists groups, BC Hydro crews, Coast Guard crews and others. They want to be able to support the culture and arts on Mayne Island through providing accommodation.

There is no construction or land alteration associated with this application.

The proposed TUP is for a term of three (3) years which can be renewed for a further three (3) years by application. A copy of the proposed MA-TUP-2016.2 and a completed TUP checklist are attached.

SITE CONTEXT:

The property is a 0.54 ha (1.34 ac) property at 407 Campbell Bay Road above and to the east of Miners Bay. The neighbouring properties to the south and north and across the road are of a similar size and residential use. There are larger properties in the area, some with development potential. The property is well forested for the majority of the site from Campbell Bay Road up. The house is sited on the western end of the property at the highest point of the property with a south and west aspect.

The property currently has a single family dwelling. A survey from 2008 indicates that there are no other buildings on the property, although recent site inspection and photos show a small woodshed. The closest neighbouring dwelling is the lot directly south which is situated about 75 metres (250 ft) southeast (Figure Two).

Staff visited the property on April 19, 2016 (see photos)

Figure One – Site Context

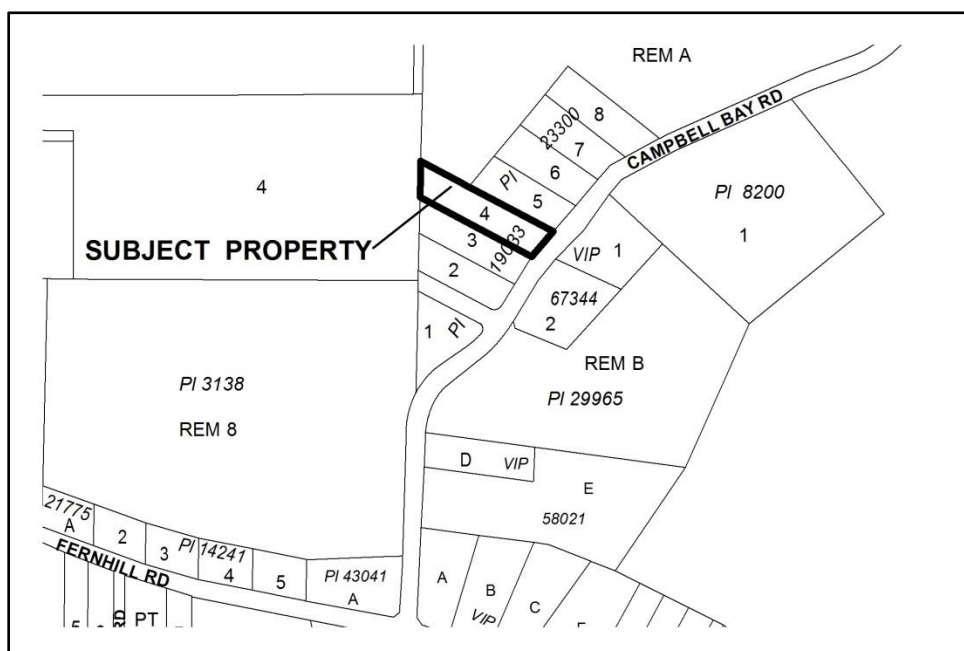


Figure Two – Orthophoto with Zoning



CURRENT PLANNING STATUS OF SUBJECT LANDS:

Islands Trust Policy Statement:

- 4.4.2 Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
- 5.2.3 Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
- 5.2.5 Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
- 5.7.2 Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.

The proposal for a Temporary Use Permit to allow for sort term vacation rental within a dwelling unit is consistent with above policies.

Official Community Plan

The property is designated **Settlement Residential (SR)** in the Mayne Island Official Community Plan No. 144, 2007 (OCP).

Conformity of proposal with the objectives and guidelines for TUP applications for vacation rentals is analyzed in the 'TUP – Short Term Vacation Rental' Checklist - attached.

There are no designated Development Permit Areas on the subject property and no development activity is proposed.



Photo One: View southeast of dwelling



Photo Two: View northwest of dwelling

Land Use Bylaw

The property is zoned as **Settlement Residential (SR)** in the Mayne Island Land Use Bylaw No. 146, 2008 (LUB)

Islands Trust Fund

This application has no considerations for the Islands Trust Fund and has no considerations for the Regional Conservation Plan.

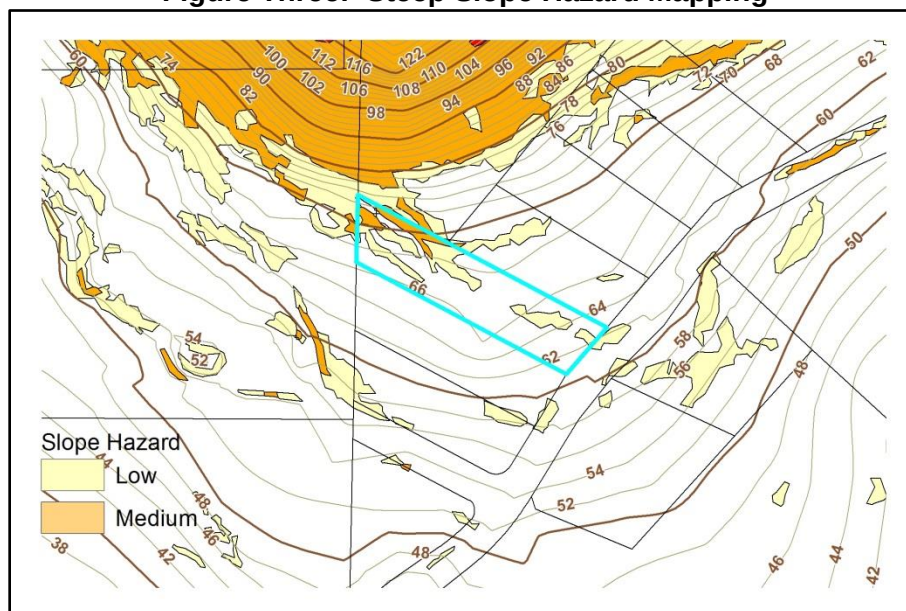
Covenants

There are no covenants registered on the subject property's title.

Sensitive Ecosystems and Hazard Areas

There are no sensitive ecosystems identified with mapping databases. There are areas identified as being in the low and medium steep slope hazard area (Figure Three).

Figure Three: Steep Slope Hazard Mapping



RESULTS OF CIRCULATION:

TUP Notices were circulated to surrounding property owners and residents and published in the newspaper on May 18, 2016. The notification period will end at 4:30 p.m. on May 27, 2016. At the writing of this report no public submissions have been received.

Any public submissions will be forwarded to the LTC and presented at the Mayne Island LTC meeting on May 30, 2016.

STAFF COMMENTS:

TUP Objectives and Guidelines

The attached 'TUP Checklist for Short Term Vacation Rental' analyzes the proposal and proposed TUP for compliance with objectives and guidelines of the OCP. The proposal is compliant.

Water

The dwelling is moderate to large in size and is on a medium sized lot. They rent to up to ten (10) people and there is potential for increased water usage resulting from the use. The aggregate of multiple vacation rentals in the area should also be considered.

The applicant has stated that they have a good well with a depth of 158.5 m (520 ft) that has a yield of 4.5 litres/min (1 gal/min) and they also have a 4500 litre (1000 gal) reserve tank for peak usage. They do not have a rainwater water catchment system. They have stated that in the eight (8) years that they have operated the vacation rental they have not any issues with water.

The provincial water resources inventory site has records for two (2) wells in the vicinity. One of these on Lot 5 (neighbour to north) indicates a volume flow of 7.7 litres/minute (2 gal/min) and the other, which appears to be on the subject property, shows a volume of 1.9 litres/min (0.5 gal/min). The latter is an old record that may predate the subdivision.

Applicant's Rational for the Proposed Use

The applicants have provided reasons for the use that reflect the common situation for absent owners who wish to rent their dwellings. Namely, the rental offsets costs associated with ownership while providing benefits to the island economy and tourism on the island. They have specifically indicated that there is a benefit to arts and culture by providing the accommodation.

Response to Neighbour and Public Notification

At the writing of this report no public submissions have been received. They have stated that they do not rent to groups under 25 years of age.

Permit Conditions

The proposed TUP incorporates conditions that have been established in the OCP. The permit allows for a maximum of ten (10) guests in three (3) bedrooms. The LTC has the option to limit further the maximum number of guests and rooms for rental.

There are no conditions for restricting the annual time period that the dwelling can be rented, although the OCP guidelines provide for this condition in the permit.

The proposed permit is for three (3) years when, upon application, it could be renewed for a further three (3) years. Alternatively, the LTC may opt to amend the proposed permit to

decrease the period to a one (1) year trial period to assess any issues or concerns that may arise.

Given the foregoing and attached information, staff is recommending that MA-TUP-2016.2 (Lane) be approved.

RECOMMENDATIONS:

1. **THAT** Temporary Use Permit MA-TUP-2016.2 (Lane) **BE APPROVED.**

Prepared and Submitted by:



May 11, 2016

Date

Concurred in by:


Robert Kojima
Regional Planning Manager

May 11, 2016

Date

Attachments: Proposed MA-TUP-2016.2 (Lane)
TUP Checklist - Short Term Vacation Rentals

**TUP Checklist for Short Term Vacation Rental on Mayne Island:
MA-TUP-2016.2 (Lane)
407 Campbell Bay Road**

Guidelines	Comments
Overall TUP Guidelines	
a) Time Period – Under the proposed Bylaw, “short term vacation rental” (STVR) means the use of a <i>cottage</i> as temporary short term accommodation for a period of less than a month at a time by persons, other than the owner or a permanent occupier. A cottage used as a STVR shall be considered as a home occupation subject to the regulations established in Section 3.6 of the Mayne Island Land Use Bylaw No. 146, 2008.	Conforms by definition of the use in TUP.
b) Screening – The Local Trust Committee may require mitigating measures to provide a separation between STVRs and surrounding properties such as screening and fencing.	None proposed based on size of property and location of dwelling relative to neighbours.
c) Cumulative Effects - The Local Trust Committee should consider the cumulative effects on the neighborhood and Island of all the temporary use permits issued for short term vacation rentals.	This is the only application for an STVR in the vicinity.
d) Residential Appearance - The Local Trust Committee may consider issuance of a temporary use permit for a STVR provided the proposal would not alter the residential appearance of the residence.	No alterations proposed.
e) Neighbour Concerns - The Local Trust Committee may require mitigating measures to address neighbours’ concerns, such as retention of existing screening and fencing, or installation of additional screening.	At the time of writing, notification has not generated any comments.
f) Water Supply - The landowner should demonstrate an adequate supply of water for the duration of the proposed use as follows: <u>Potential Measures and Considerations to address Guideline (f):</u> ▪ Recent well report and lab results ▪ Cistern for rainwater collection ▪ Size of the property ▪ Size of dwelling ▪ Current Low-flow fixtures ▪ Number of bedrooms for use ▪ Number of guests	▪ The applicant has stated that they have a good well with a depth of 158.5 m (520 ft.) that has a yield of 4.5 litres/min (1 gal/min) and they also have a 4500 litre (1000 gal) reserve tank for peak usage. ▪ They do not have a rainwater water catchment system. ▪ They have stated that in the eight (8) years that they have operation the vacation rental they have not any issues with water.
g) Septic Disposal Capacity - The landowner should demonstrate an adequate septic disposal capacity for the duration of the proposed use.	The age of the dwelling was constructed in the last eight (8) years, it would have and approved septic system.

Guidelines	Comments
Permit Conditions	
h) Conditions - In addition to any other conditions the LTC may consider appropriate, the permit may:	
i. require that the owner or other contact be available on Mayne by telephone 24 hours/day, seven days per week and include the name and contact information in the conditions of the permit	Yes in permit.
ii. require the owner or manager to provide neighbours within a 100 metre radius of the vacation rental with the owner or manager's phone number, and a copy of the temporary use permit	Yes in permit.
iii. require the landowner to post for guests information on noise bylaws, water conservation, fire safety, storage and disposal of garbage and recycling, septic care and control of pets (if pets are permitted), and remind guests that the property is located in a residential area	Yes in permit.
iv. require that pets be kept under control at all times	Yes in permit.
v. sufficient off-street parking	Yes – minimum two (2) vehicles in permit.
vi. outdoor lighting is not directed onto surrounding properties	Yes in permit.
vii. restrict advertising to one unilluminated wooden sign, with a maximum area	Yes in permit.
viii. establish a maximum number of people that can stay	Ten (10) persons
ix. establish a maximum number of bedrooms	Four (4)
x. establish the specific months in a year that the STVR use may be carried out	No – although the LTC could amend permit to include.
xi. prohibit camping or occupancy of RVs on the property	Yes in permit.
xii. prohibit outdoor fires	Yes in permit.
xiii. specify advertising that may be utilized	No – although, the LTC could amend permit to include.
xiv. prohibit the rental or provision of motorized personal watercraft	Yes in permit.
xv. require the landowner/operator to post contact information and permit information at the entrance to the property	No
xvi. include a provision stating that the bylaw enforcement officer may enter the property between certain hours without prior consultation if a complaint is received	Yes in permit.

<i>Agriculture Land Reserve</i>	
i) <i>Agriculture Land Reserve</i> - A temporary use permit respecting a parcel in the Agricultural Land Reserve may require the approval of the Agriculture Land Commission prior to the permit being issued.	N/A

STAFF REPORT

File No.: MA-RZ-2015.1
Capital Regional
District

To: Mayne Island Local Trust Committee
For the meeting of May 30, 2016

From: Gary Richardson, Island Planner

CC: Robert Kojima, Regional Planning Manager

**Re: Proposed Zoning Amendment – Water Lease No. 112548 (DL 2070)
and Anson Road, Horton Bay, Mayne Island**

Owner: Capital Regional District
Applicant: Capital Regional District
Description: Water Lease No. 112548 (DL 2070) and Anson Road, Horton Bay, Mayne Island

SUPPLEMENTARY REPORT

THE PROPOSAL:

The applicant is requesting that the zoning on water lease No. 112548 be changed from Water Moorage (W2) to a zone that will allow for the construction and operation of a public dock facility and boat ramp.

The applicant is also proposing improvements to the upland access (Anson Road) to service the proposed dock facility.

Two bylaws have been prepared to implement these changes proposed bylaw 168 (OCP) and 169 (LUB) and this bylaw will suggest changes to proposed bylaw 169.

BACKGROUND:

The Capital Regional District (CRD) operates a number of public dock facilities across the Southern Gulf Islands under the Southern Gulf Islands Harbours Commission service. Under this service the CRD acquired a water lot lease fronting Anson Road in 2007. There has been interest in developing a dock facility at Anson Road for several years.

- Staff presented a [preliminary staff report](#) at the September 30, 2015 Mayne Island Local Trust Committee (LTC) meeting.

The LTC passed the following resolution at the September 30, 2015 LTC meeting:

MA-2015-54

***It was Moved and Seconded** that the Mayne Island Local Trust Committee request staff to begin organizing the Community Information Meeting regarding MA-RZ-2015.1 subsequent to receipt of environment report currently held by the Capital Regional District.*

- A Community Information Meeting was held on November 15, 2015.
- Staff presented a [supplementary staff report](#) at the November 30, 2015 LTC meeting.

The LTC passed the following resolutions at the November 30, 2015 LTC meeting.

MA-2015-65

***It was Moved and Seconded** that Mayne Island Local Trust Committee request applicant, Capital Regional District, to provide a report as to the cost of construction and need of a pump out station for this site.*

MA-2015-66

***It was Moved and Seconded** that the Mayne Island Local Trust Committee directs staff to request the applicant of MA-RZ-2015.1 (Capital Regional District) to obtain a report prepared by a qualified professional to provide an environmental review of the marine area of the proposed Anson Road community dock to determine environmental values, assess impacts and recommend mitigation measures.*

- Staff presented a [supplementary staff report](#) at the February 22, 2016 LTC Meeting

The LTC passed the following resolution at the February 22, 2016 LTC meeting.

MA-2016-01

***It was Moved and Seconded,**
that the Mayne Island Local Trust Committee request staff to draft a Land Use Bylaw and Development Permit Bylaw for rezoning application MA-RZ-2015.1 (CRD) to ensure compliance with the Environmental Assessment Report recommendations and best management practices.*

Further to the resolution made at the February 22, 2016 LTC meeting staff has prepared amendments to the Official Community Plan Bylaw No. 168 and Land Use Bylaw No. 169 for the LTC to consider. The proposed amendments apply to both the water lease area (DL 2070) and the adjacent upland area (Anson Road).

- Staff presented a [supplementary staff report](#) at the March 21, 2016 LTC meeting.

The LTC passed the following resolutions at the March 21, 2016 LTC meeting:

MA-2016-014

It was Moved and Seconded,

that the Mayne Island Local Trust Committee give first reading to Draft Bylaw No. 168, cited as "Mayne Island Official Plan Bylaw No. 144, 2007, Amendment No. 1, 2016".

MA-2016-015

It was Moved and Seconded,

that the Mayne Island Local Trust Committee give First Reading to Draft Bylaw No. 169, cited as "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2016".

MA-2016-016

It was Moved and Seconded,

that the Mayne Island Local Trust Committee forward Draft Bylaw No. 168, cited as "Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2016" and Draft Bylaw No. 169, cited as "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2016" to the Advisory Planning Commission for review and comment.

MA-2016-017

It was Moved and Seconded,

that the Mayne Island Local Trust Committee review the Islands Trust Policy Statement Directives Only Checklist and determine that Draft Bylaw No. 168 is not contrary to, or at variance with, the Islands Trust Policy Statement.

MA-2016-018

It was Moved and Seconded,

that the Mayne Island Local Trust Committee review the Islands Trust Policy Statement Directives Only Checklist and determine that Draft Bylaw No. 169 is not contrary to, or at variance with, the Islands Trust Policy Statement.

Staff was also directed bring back amendments to the zoning to amend the zoning on the Community Wharf zoned portion of this proposal so that buildings would not be permitted on the wharf.

The propped bylaws have been referred to First Nations and agencies and the LTC has passed a resolution that a public hearing be scheduled for the bylaws. A public hearing is being scheduled for June 27, 2016.

SITE CONTEXT:

The lease area is 0.2830 hectares in size and is located in Horton Bay. Protected by Curlew and Samuel Islands, Horton Bay, is a popular location for boaters to moor their boats to mooring buoys (as can be seen in figures 2, 3 and 4)

There is a dedicated highway (Anson Road) that provides unpaved access to the lease area from Horton Bay Road. The upland area that is to be used to access the lease slopes down from Horton Bay Road to the foreshore. The portion of Anson road closest to the lease area is saturated with water in the winter months preventing motor vehicle access. To allow all-weather

access to the foreshore and sufficient off-street parking, Anson Road would need to be constructed to a higher standard.

The surrounding area consists of residential waterfront lots ranging in size from 0.3 ha to 0.5 ha.

Figure 1: Subject Property Map

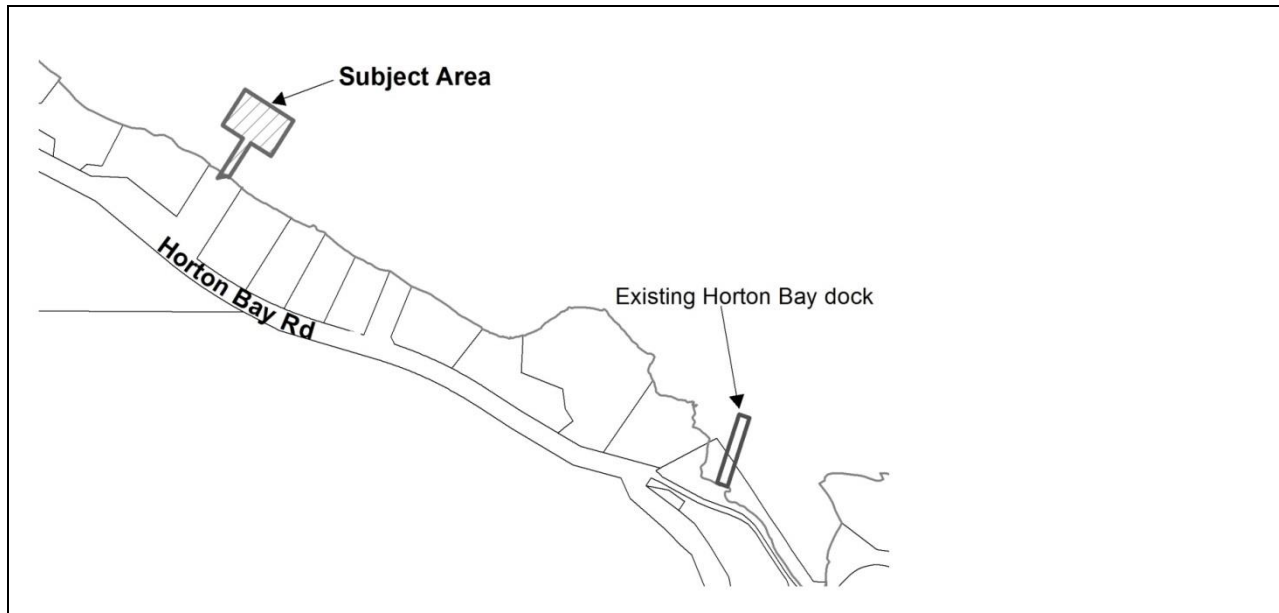


Figure 2: Orthophoto of Subject Area



Figure 3: Orthophoto of Subject Area



Figure 4: Photo from Existing Access Stairs at end of Anson Road



STAFF COMMENTS:

To satisfy the LTC direction given at the March 21, 2016 LTC meeting staff is recommending that the LTC make the has made the following amendments to draft bylaw 169.

Parking

The upland portion of this proposal is dedicated public road. Even though the proposed zoning refers to it as upland area for community wharf use it is still a dedicated public highway. The upland area appears to have sufficient area for the upland uses including parking; however the LUB requires off street parking on a lot.

An amendment has been drafted that will require 15 parking spaces within 125 metres of the community wharf and allows the spaces to be sited on a public highway (Anson Road).

Buildings

The LTC requested that buildings not be permitted on the community dock. A site specific regulation has been incorporated into bylaw 169 that excludes buildings in the Community Wharf zone for this location only.

Staff is recommending the LTC amend Bylaw 169 and consider giving the bylaw second reading as amended. The LTC should also give second reading to the OCP amendment bylaw.

Options:

- 1) Proceed as recommended. This will ensure the proposal proceeds as staff has recommended.
- 2) Proceed no further. If this option is chosen the file will be closed.
- 3) Proceed as further amended. The LTC may direct staff to proceed in a different way than is recommended.

RECOMMENDATIONS:

1. **THAT** the Mayne Island Local Trust Committee amend bylaw 169 cited as "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2016" by adding in a new section to the new Community Wharf Upland zone regarding parking.
2. **THAT** the Mayne Island Local Trust Committee amend bylaw 168 cited as "Mayne Island Official Community Plan Bylaw No. 144, 2007, amendment No. 1 2016" be read a second time.
3. **THAT** the Mayne Island Local Trust Committee bylaw 169 cited as "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2016" be read a second time as amended.

Prepared and Submitted by:

Gary Richardson

May 24, 2016

Date

Concurred in by:



Robert Kojima
Regional Planning Manager

May 24, 2016

Date

Attached: Bylaw 168 (OCP)
Bylaw 169 (LUB)

PROPOSED

MAYNE ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 169

A BYLAW TO AMEND MAYNE ISLAND LAND USE BYLAW, 146, 2008

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

1. Citation

This bylaw may be cited for all purposes as “Mayne Island Land Use Bylaw, 146, 2008, Amendment No. 1, 2016”.

2. Mayne Island Local Trust Committee Bylaw No. 146, cited as “Mayne Island Land Use Bylaw, 146, 2008,” is amended as follows:

2.1 Schedule “A” – Land Use Bylaw text is amended by adding “Community Wharf Upland CWU” in Section 4.1 after “Comprehensive Development Two CD2”.

2.2 Schedule “A” – Land Use Bylaw text is amended by adding the following to Section 5.23 Community Wharf (W4) Zone, Subsection (5) Site Specific Regulations as follows:

Column 1	Column 2	Column 3
Site-Specific Zone	Location Description	Site Specific Regulations
W4(b)	Water Lot DL 2070, Cowichan District	(1) Buildings are not permitted in this location.

2.3 Schedule “A” – Land Use Bylaw text is amended by adding the following immediately after Section 5.26:

“5.27 Community Wharf Upland (CWU) Zone

The purpose of the Community Wharf Upland Zone is to provide for and regulate upland uses required to support adjacent *Community Wharf*.

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) Parking for adjacent community wharf;
- (b) Washroom facilities;
- (c) Sewage pump out facilities;
- (d) Accessory uses, buildings and structures.

Density

- (2) The maximum lot coverage is 35%.

Siting and Size

- (3) The minimum setback for any building or structure is:
- (a) 8 metres (26 feet) from any front, rear, or exterior side lot line;
 - (b) 5 metres (16.4 feet) from any interior side lot line;
- (4) The maximum height for any structure is 5 metres (16.5 feet).

Subdivision Lot Area Requirements

- (5) The minimum lot area is 0.4 hectares (1 acre).

Parking

- (6) Despite the parking requirements specified in Section 7.4 a minimum of 15 parking spaces are required to be provided within 125 metres of an adjacent *community wharf* facility. The required parking spaces can be located on a public highway; however, they must be sited within the Community Wharf Upland zoning that is adjacent to the *community wharf*.”
- 2.4 Schedule “B” – Zoning Map, is amended by changing the zoning classification of area described as DL 2070 from Water Moorage (W2) to Community Wharf (W4), as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule “B” to Bylaw No. 146 as are required to effect this change.
- 2.5 Schedule “B” – Zoning Map, is amended by changing the zoning classification of a portion of Mayne Island, Cowichan District, from Settlement Residential (SR) to Community Wharf Upland (CWU), as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule “B” to Bylaw No. 146 as are required to effect this change.

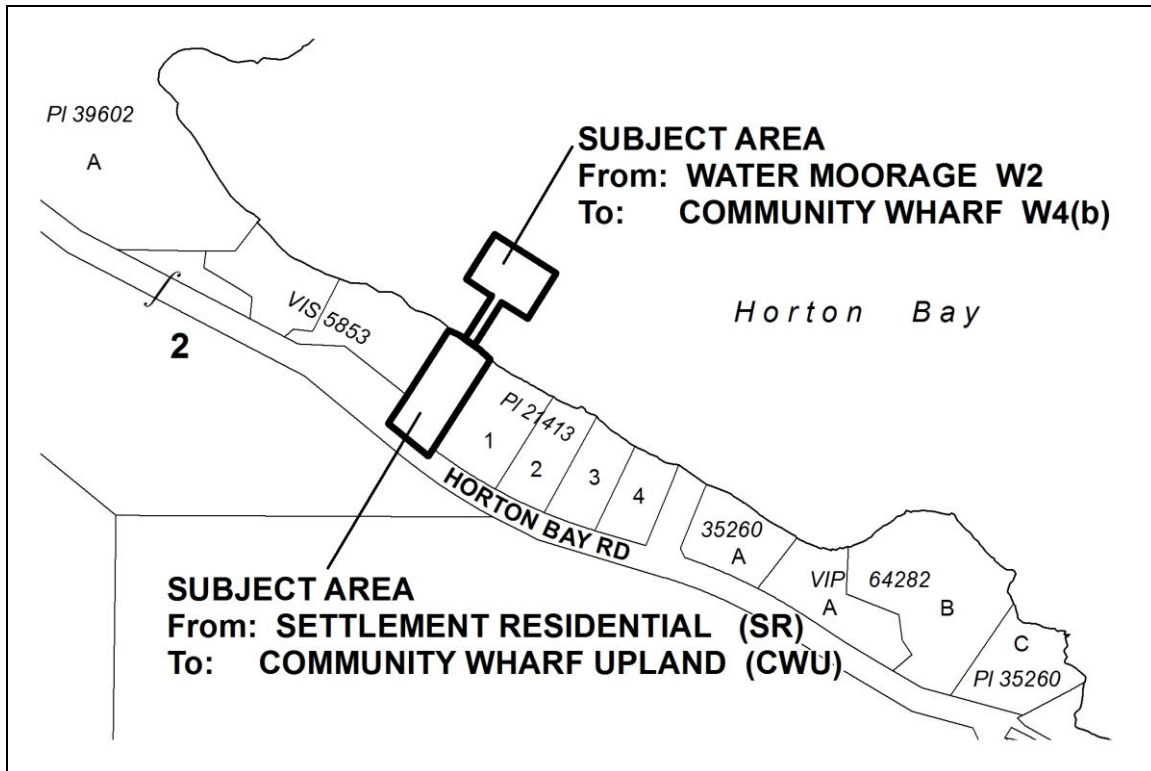
READ A FIRST TIME THIS	21 st	DAY OF	March	,2016
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	20____
READ A SECOND TIME THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

Chair

Secretary

**MAYNE ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 169**

Plan No. 1



STAFF REPORT

File No.: MA-RZ-2015.2
(Mayne Island Resort
- Rosengren)

To: Mayne Island Local Trust Committee
For Meeting of May 30, 2016

From: Gary Richardson, Island Planner

CC: Robert Kojima, Regional Planning Manager

Re: Strata Lots 13-20, Section 9, Mayne Island, Strata Plan VIS6703

Owner: Mayne Island Resort Ltd.

Applicant: Murray Rosengren (Mayne Island Resort Ltd.)

Description: Strata Lots 13-20, Section 9, Mayne Island, Strata Plan VIS6703

Civic Address: 494 Arbutus Drive

THE PROPOSAL:

The Mayne Island Resort has made application to amend Mayne Island Land Use Bylaw No. 146. There are two separate amendments being requested.

The first amendment being requested is that the Commercial Tourist Accommodation C2(b) zoning for Strata Lots 13-20 be amended by adding residential use, including employee housing use as permitted uses.

The second amendment being requested is that the C2(b) zone be amended to allow additional commercial retail space to allow for kayak and sporting equipment rental, groceries and sundries for guests and neighboring residents.

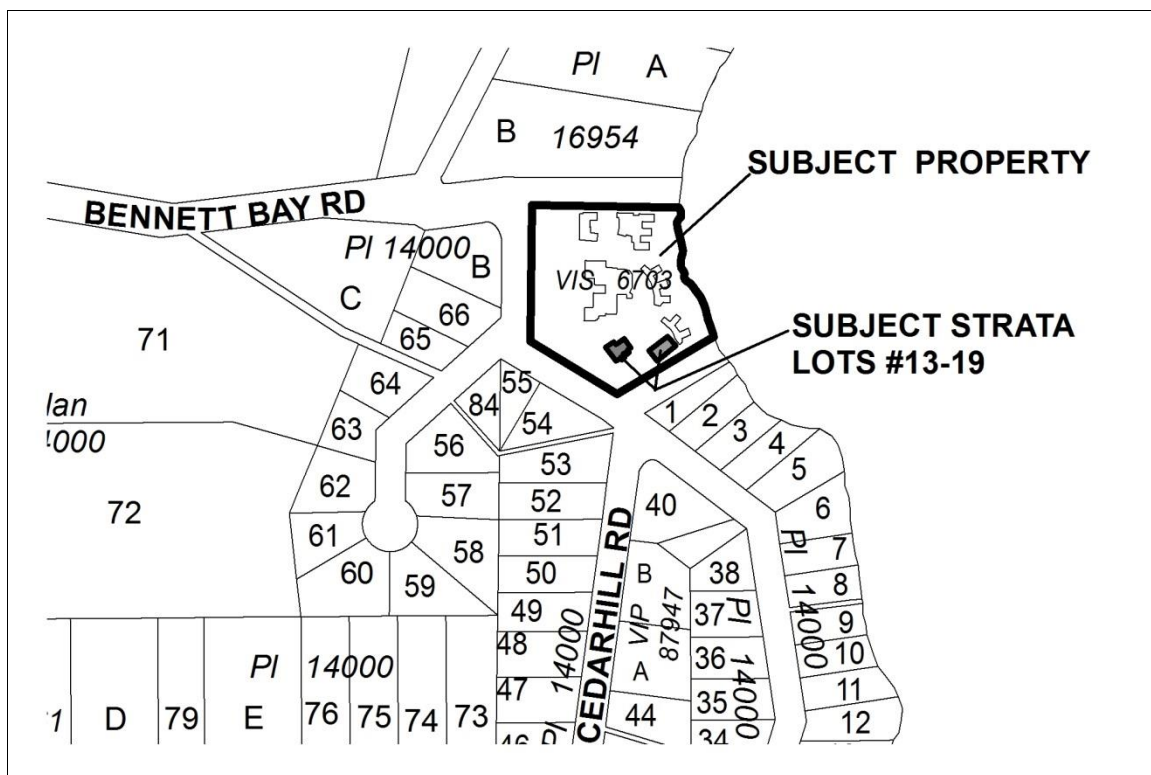
BACKGROUND:

The Mayne Island Resort is a resort consisting of 26 tourist accommodation units, one accessory dwelling unit, a beer and wine store, spa and restaurant on the waterfront at Bennett Bay. The resort is completely built out with respect to tourist accommodation units. A preliminary [staff report](#) was presented to the LTC at its April 25, 2016 business meeting.

MA-2016-022
It was Moved and Seconded
that the Mayne Island Local Trust Committee direct staff to prepare draft bylaws that would implement the bylaw amendments requested in application MA-RZ-2015.2 (Mayne Island Resort)

SITE CONTEXT:

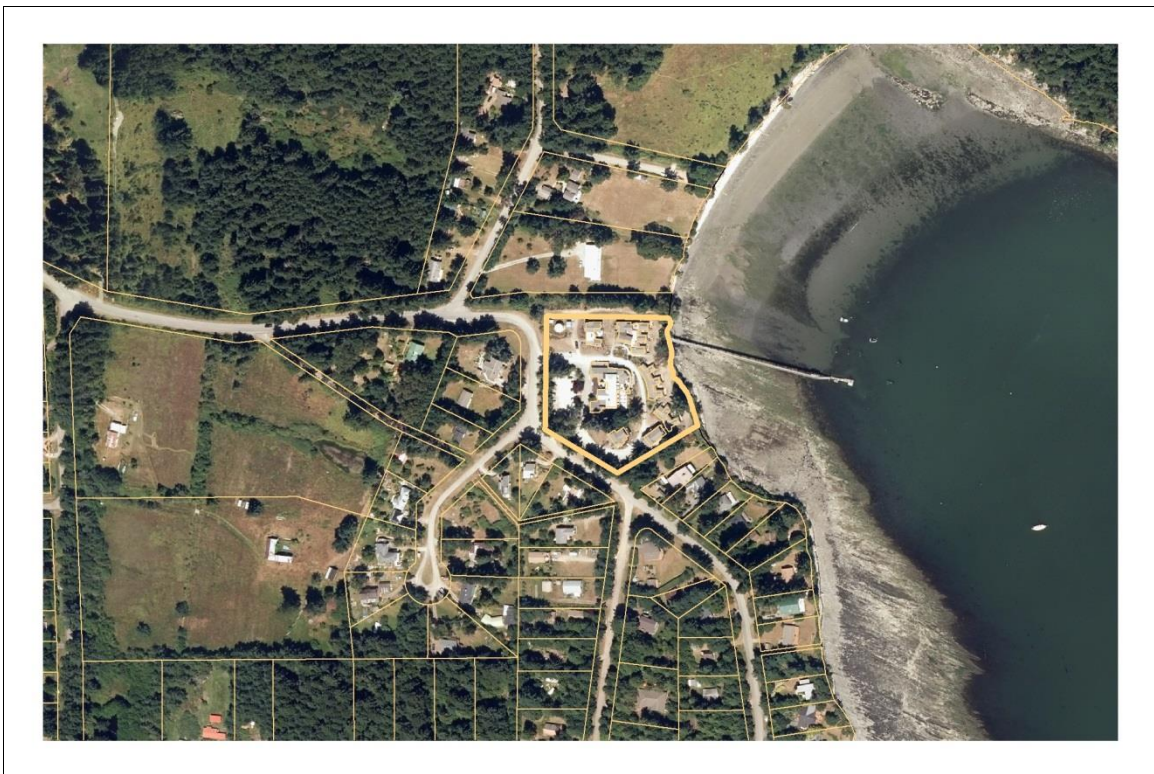
Map of Subject Property and Subject Strata Lots



Orthophoto of Subject Property



Orthophoto of Subject Area



COMMUNITY CONSULTATION:

If this proposal proceeds a Community Information Meeting is recommended.

RESULTS OF CIRCULATION:

If this proposal proceeds draft bylaws will be referred to the appropriate agencies for review and comment.

STAFF COMMENTS:

Requested Amendment to allow Residential and Employee Housing

Wording has been incorporated into Draft Bylaw 170 that would allow the accommodation units on Strata Lots 13 to 20 to be used for residential purposes. The residential use will allow the units to be occupied long term, rented short or long term, or used for employee housing. The existing permitted uses will continue to be permitted. There will be no increase in permitted building size.

Permitting only 8 of the 26 units to be used for residential purposes would maintain the resort as a predominantly tourist accommodation facility.

Potential impacts are that tourist accommodation units will be reduced on this site and less rooms will be available may be available for short term rental.

Requested Amendment for Increased Retail Space

Accessory retail space is presently limited to 20 m² and is used for liquor sales. The applicant is requesting additional retail space (40 m² total) to provide for the sale of a limited supply of groceries and sundries, as well as space to allow for the rental of sporting equipment.

A potential impact may be that there is increased traffic/parking in the area if the retail area is used by people from the surrounding area.

Wording has been incorporated into Draft Bylaw 170 that allows for an increase in retail floor area for the Mayne Island Resort property only from 20 m² to 40 m².

Staff supports this application as the requested amendments have merit. The residential use will add to the mix of housing on Mayne Island and allow the property owner more flexibility. If the units are used for staff accommodations they will provide for much needed staff housing. The increased retail space will provide basic food items and the rental of sports equipment that could benefit both the resort users and neighbors.

If the LTC proceeds with the draft bylaw, staff will refer it to agencies APC, and adjacent LTCs for review and comment.

Options:

- 1) Proceed no further. Application will be closed and applicant will be given partial refund.
- 2) Approve as recommended. Draft Bylaw will be forwarded to agencies for review and comment.
- 3) Approve as amended. Draft Bylaw will be amended and then be forwarded to agencies for review and comment.

Next Steps

The LTC is requested to:

1. Review the attached draft bylaw 170 and provide direction on any changes.
2. Direct staff to arrange a community information meeting and public hearing for draft bylaw 170.
3. Give draft bylaw 170 first reading.
4. Review the Policy Statement Checklist for draft bylaw 170.

RECOMMENDATIONS:

1. THAT the Mayne Island Local Trust Committee give First Reading to draft Bylaw No. 170, cited as Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 2, 2016.
2. THAT the Mayne Island Local Trust Committee direct staff to schedule a community information meeting and public hearing for draft Bylaw 170.
3. THAT the Mayne Island Local Trust Committee review the Islands Trust Policy Statement Directives Only Checklist and determine that Bylaw No. 170 is not contrary to or at variance with the Islands Trust Policy Statement.

Prepared and Submitted by:

Gary Richardson

May 19, 2016

Date

Concurred in by:

May 20, 2016


Robert Kojima
Regional Planning Manager

Date

Attachments: Draft Bylaw 170
Policy Statement Checklist

DRAFT

MAYNE ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 170

A BYLAW TO AMEND MAYNE ISLAND LAND USE BYLAW NO. 146, 2008

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

1. Citation

This bylaw may be cited for all purposes as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 2, 2016”.

2. Mayne Island Local Trust Committee Bylaw No. 146, cited as “Mayne Island Land Use Bylaw No. 146, 2008,” is amended as follows:

2.1 Section 5.9 –Commercial Tourist Accommodation (C2) Zone, Subsection (14) - Site Specific Regulations, Table 5.1, C2(b), column three is amended by deleting the following: “1. Despite 5.9(1) above, the only uses permitted in this location are those permitted by 5.9(1)(a), (b), (c), (d), and (f).” and renumbering the table accordingly.

2.2 Section 5.9 –Commercial Tourist Accommodation (C2) Zone, Subsection (14) - Site Specific Regulations, Table 5.1, C2(b), column three is amended by adding the following:

“4. Despite 5.9(6) the maximum floor area for accessory retail sales is 40 m² (430 ft²).

5. Despite 5.9(1)(e) and 5.9(8) the tourist accommodation units permitted on strata lots 13, 14, 15, 16, 17, 18, 19 and 20, Strata Plan VIS6703 can be used for accessory employee housing.

6. In addition to the uses permitted in 5.9(1) the tourist accommodation units permitted on strata lots 13, 14, 15, 16, 17, 18, 19 and 20, Strata Plan VIS6703 can be used for residential use.”

READ A FIRST TIME THIS _____ DAY OF _____ 20____

PUBLIC HEARING HELD THIS _____ DAY OF _____ 20____

READ A SECOND TIME THIS _____ DAY OF _____ 20____

READ A THIRD TIME THIS _____ DAY OF _____ 20____

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS
_____ DAY OF _____ 20____

ADOPTED THIS

DAY OF

_____ 20____

Chair

Secretary



Islands Trust

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw and File No: BL 170 (MA-LUB-02-2016)
MA-RZ-2016.2 (Mayne Island Resort LTD)
LTC Endorsement:

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committee address certain matters in their official community plans and regulatory bylaws and Island Municipalities address certain matters in their official community plans and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECK LIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain a matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is **consistent** with the policy from the Policy Statement, or
- ✗ if the bylaw is **inconsistent (contrary or at variance)** with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

Part III Policies for Ecosystem Preservation and Protection

CONSISTENT	NO.	DIRECTIVE POLICY
	3.1	Ecosystems
n/a	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
n/a	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
n/a	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
n/a	3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
n/a	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
n/a	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
n/a	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: Policies for the Stewardship of Resources

CONSISTENT	NO.	DIRECTIVE POLICY
	4.1	Agricultural Land
n/a	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
n/a	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
n/a	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.

CONSISTENT	NO.	DIRECTIVE POLICY
n/a	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture
n/a	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
n/a	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
n/a	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
n/a	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
n/a	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
n/a	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
n/a	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
n/a	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
n/a	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
n/a	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
n/a	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the

		protection of productive soils.
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PART V: Policies for Sustainable Communities

CONSISTENT	NO.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
✓	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
✓	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
✓	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
n/a	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
n/a	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
n/a	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
n/a	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
n/a	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
n/a	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

CONSISTENT	NO.	DIRECTIVE POLICY
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	5.5	Recreation
n/a	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
n/a	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
n/a	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
n/a	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
n/a	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
n/a	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
n/a	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
✓	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
n/a	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

POLICY STATEMENT COMPLIANCE	
✓	COMPLIANCE WITH TRUST POLICY
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:



Memorandum

Date May 20, 2016 File Number MA-TUP-2016.1
(Leathers)

To Mayne Island Local Trust Committee

From Gary Richardson, Island Planner

Re MA-TUP-2016.1 (504 Bayview Drive)

Staff has attached the staff report prepared for the April 25, 2016 LTC meeting for reference.

At the April 25 meeting the LTC passed the following resolution:

MA-2016-023

It was Moved and Seconded

that the Mayne Island Local Trust Committee direct staff to refer MA-TUP-2016.1 (Leathers) to the Mayne Island Advisory Commission and the Skana Gate Water District.

The application and staff report was refereed to Mayne Island Advisory Commission (APC) and the Skana Gate Water District. Comments have been received from the APC and as of the date of this report comments had not been received from Skana Gate.

The APC recommendation from the meeting held May 9, 2016

MA-2016-001

It was Moved and Seconded

*that the Mayne Island Advisory Planning Commission recommend to the Mayne Island Local Trust Committee the approval of MA-TUP-2016.1 with the Temporary Use Permit to include the conditions detailed in the Staff Report, April 5, 2016 on **page 8, point 4.***

Page 8, point 4 of the staff report is as follows:

- (4) Temporary Use Permit Conditions – If the LTC requests a draft TUP to be prepared it will contain conditions that require: a 24 hr. 7 day a week contact; communication with surrounding property owners; information to be posted for guest regarding noise, information on use of water, fire, garbage, septic field, control of pets; outdoor lighting; minimal signage; restricted number of guests; no camping or recreation vehicles; and no outdoor fires.

If this proposal proceeds these conditions will be put in place to endeavor to ensure that the residential character of the area is maintained and that there is no loss of enjoyment for the surrounding property owners.

TUP conditions place the onus on the property owner to ensure the conditions are complied with. Staff has no reason to believe that the property owners will not do everything they can in order to ensure the TUP conditions are complied with; however in the event the conditions are not complied with it is staff's experience that the Local Trustees, Islands Trust bylaw enforcement officer or planner are contacted. Due to the nature of the conditions of the TUP the enforcement and evidence gathering is often required during non-regular working hours. The bylaw enforcement officer would likely be responding days after any infraction.

Surrounding property owners have an expectation that the conditions of the permit will be reasonably enforced and with there being a lag time between a possible infraction and enforcement, staff are not confident that in the event of an infraction the conditions of the permit can be upheld during the time that the offending party is using the bed and breakfast.

Options:

- 1) Proceed no further with application. The file will be closed and the applicant will be required to convert the cottage into a permitted accessory building.
- 2) Determine how to proceed once comments are received from Skana Gate Water District. This will put the application on hold until comments are received.
- 3) Proceed with the application and request staff to bring a draft permit to the June 27 LTC meeting for the LTCs review.

Attachment: Staff Report dated April 5, 2016

STAFF REPORT

Date: April 5, 2016

File No.: MA-TUP-2016.1
(Leathers)

To: Mayne Island Local Trust Committee
For the Meeting of April 25, 2016

From: Gary Richardson, Island Planner

CC: Robert Kojima, Regional Planning Manager

Re: MA-TUP-2016.1 (504 Bayview Drive)

Owner: Eric and Mildred Leathers
Applicant: Eric and Mildred Leathers
Location: 504 Bayview Drive, Mayne Island
Legal: Lot 74, Sections 14 and 15, Cowichan District, Mayne Island, Plan 19083

Preliminary Report

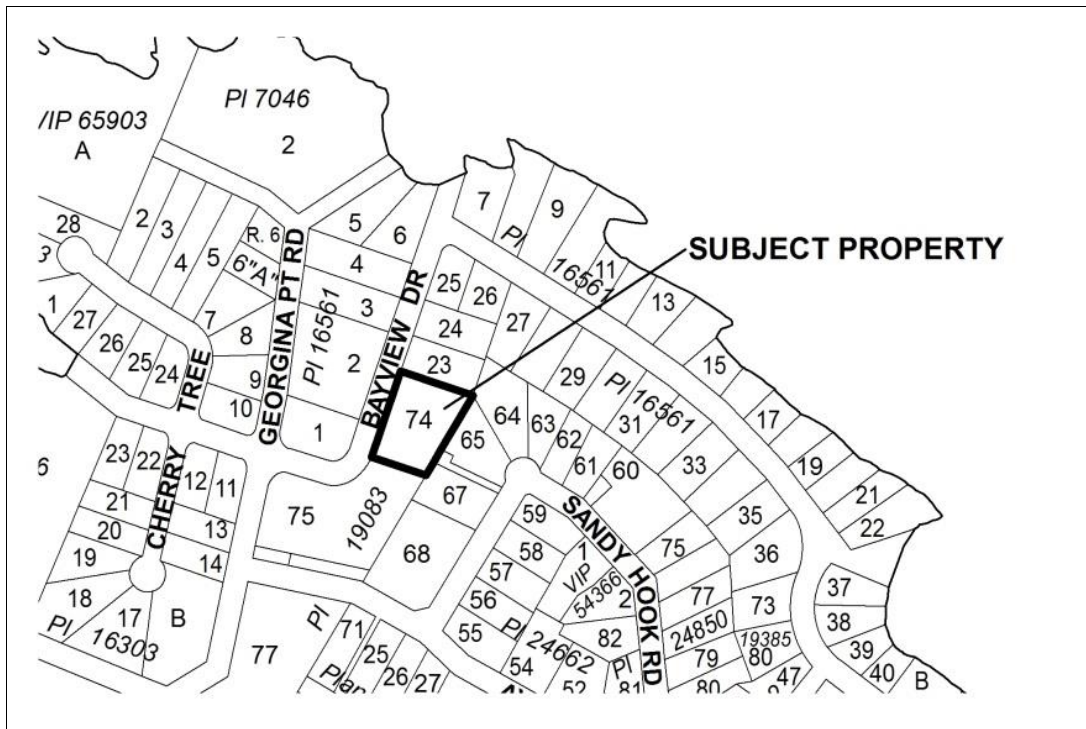
THE PROPOSAL:

The property owner is requesting that a Temporary Use Permit be issued for a residential lot at 504 Bayview Drive in order to permit an existing accessory building that has been converted into a cottage to be rented to the public on a short term basis as a bed and breakfast. There would be no change to the existing buildings or grounds.

SITE CONTEXT:

Site is zoned SR (Settlement Residential) and is 0.42 hectares (1.05 acres) in size, located on Bayview Drive in the Georgina Point area on the North side of Mayne Island. It is an inland lot surrounded predominately by small residential properties. There is an existing dwelling on the lot where the applicants live and also sited on the lot is a 28 sq.m. (304 sq.ft.) accessory building that has been unlawfully converted into a cottage.

The following is a map showing the location of the subject property.



The following map is an orthophoto of the subject property.



The following map is an orthophoto of the subject area.



CURRENT PLANNING STATUS OF SUBJECT LANDS:

Trust Policy Statement:

The following are some excerpts from the policy statement that the LTC should consider:

- 5.2.3 *LTCs shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.*
- 5.7.2 *LTCs shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.*

Official Community Plan

Schedule B – Land Use Designations – Designated Settlement Residential (SR)

Schedule C – Development Permit Areas – subject lot not in a development permit area

Schedule D – Land Status and Road Dedication – Bayview Drive is designated rural residential

Schedule E – Water Resources – subject lot is within the Skana waterworks district

Schedule F – Sensitive Ecosystem – no sensitive ecosystems shown on subject property

Some OCP policies and objectives that the LTC may want to consider:

2.1.1 Settlement Residential

2.1.1.1 The principal use shall be residential with accessory uses consistent with the residential character.

2.3. HOME OCCUPATION

2.3.1.1 Home occupations shall be permitted only as an accessory use to a permitted residential use.

2.3.1.3 Bed and Breakfast accommodation shall be permitted as a home occupation use, the zoning bylaw shall specify other conditions, including a limit on the number of guest accommodation rooms.

2.3.1.4 The size of bed and breakfast operations shall be limited by the number of bedrooms and the sewage disposal system shall be sufficient to accommodate the number of guests.

2.3.1.5 Home occupations shall be confined to the interior of a dwelling or a permitted accessory building and employ a maximum of three full-time equivalent employees, one of whom must reside permanently on the property on which the home occupation is conducted.

4.6 Tourism

The objectives of this section are:

- 1) to maintain the rural ambience of the Mayne Island Trust Area,*
- 2) to provide adequate infrastructure for tourist activities, and*
- 3) to ensure tourism use that is environmentally, economically and civically sustainable, and within the capability of our community's volunteer base which supports or provides most local services and resources.*

Applicable Temporary Use Permit Guidelines

The following are the existing guidelines in the OCP; the guidelines are general and don't specifically apply to TUPs for bed and breakfasts. An amending bylaw containing a comprehensive set of guidelines regarding Temporary Use Permits for short term vacation rentals has received 1st reading (proposed bylaw 167). The proposed bylaw is attached for the LTCs reference. If this proposal proceeds as a bed and breakfast or as an STVR many of guidelines contained in proposed bylaw 167 will be applied to the TUP.

OCP Section	OCP Guidelines	Staff Comments
2.9.1.1	<i>Permits can be issued for any period up to two years and could be considered for renewal once for any further period up to two years.</i>	The Local Government Act now allows a permit to be issued for up to three years and considered once for up to a further three years.
2.9.1.2	<i>Permitted uses should be consistent with the policies of the designation and the provisions of 2.9.1.</i>	If a draft permit is prepared it will be consistent with these guidelines.
2.9.1.3	<i>Permitted uses should not preclude or compromise future permitted uses on the affected lot.</i>	The proposal is consistent with this guideline as there will be no changes to the buildings or grounds to accommodate the proposed bed and breakfast use.
2.9.1.4	<i>Uses should not be allowed if they conflict with any ongoing planning policies or programs.</i>	There are no apparent conflicts.
2.9.1.5	<i>Sand and gravel removal and processing, and asphalt plants shall be subject to a permit if they exceed 50 truck loads in any given year.</i>	Not applicable
2.9.1.6	<i>Permit conditions must make reference to measures dealing with the following points: a) general activity levels that will not create any disturbance apparent beyond the property's boundaries; b) adequate landscape buffering or distance separation to adjacent lots; c) provision of off-street parking spaces consistent with regulatory bylaws; d) reclamation measures that will restore the permit area to suitability for its designated primary use; and e) adequate supervision of the site.</i>	All of the conditions will be addressed in the draft permit.
2.9.1.7	<i>In addition, permit conditions should outline operational plans, including hours and days of operation and staffing to ensure compatibility with the neighbourhood and may include an undertaking for restoration of the site and a security deposit to guarantee performance of the conditions.</i>	If a draft permit is prepared staff will write in conditions to try and insure the bed and breakfast use is compatible with the predominately residential neighborhood. A security deposit can be required if deemed necessary.
2.9.1.8	<i>Review of applications should include consideration of smart growth principles.</i>	Not applicable for a proposed short term bed and breakfast use.

Land Use Bylaw

The property is zoned Settlement Residential (SR)

The permitted uses in the SR zone are as follows:

- (a) *Residential;*
- (b) *Cottage;*
- (c) *Accessory uses, buildings and structures, including but not limited to home occupations.*

3.5 Accessory Uses, Buildings and Structures

- (1) A building or structure accessory to a dwelling may not be used for human habitation.

3.6 Home Occupation Regulations

- (1) Permitted home occupations include any:
 - (g) bed and breakfast;
- (2) Without limiting the generality of subsection 3.6(1), the following activities are specifically not permitted as a home occupation:
 - (b) The serving of food or drink products on the premises as part of a home occupation, except for the serving of a morning meal as part of bed and breakfast home occupation;
- (3) A home occupation other than a horticultural or agricultural use must be carried out wholly within a dwelling unit or within a permitted accessory building.
- (4) Home occupations must not occupy a floor area in excess of 95 m².
- (5) There may be no exterior indication of the existence of the home occupation either by stored materials, displays, lighting or by any other variation from the residential character of the dwelling unit or accessory building, with the exception of signs permitted by this Bylaw.
- (6) The home occupation must be operated by a person permanently residing in the dwelling unit. Not more than two additional persons not residing in the dwelling unit may be employed in the home occupation.
- (7) The home occupation must not involve storage exterior to a building or structure of any material used in the processing or resulting from the processing of any product unless such storage areas are screened by a landscape screen or fence not less than 2 metres in height.
- (8) Bed and breakfast home occupation operations must not utilize more than 3 bedrooms allowing for a maximum of 8 guests. Breakfast may be served, and

recreational equipment may be rented, only to guests who have been provided overnight accommodation.

- (9) That portion of a dwelling unit used for preparing and serving food or drink in connection with a bed and breakfast home occupation must not occupy a floor area in excess of 25 m².
- (10) The floor area used for sales and storage of goods and articles for sale must not exceed 5 m².
- (11) No noise resulting from any home occupation may be heard at a lot line or the natural boundary of the sea.

Sensitive Ecosystems and Hazard Areas:

Islands Trust Sensitive Ecosystems Mapping (SEM) indicates that there are no sensitive or important ecosystems on the subject property. In addition, the subject property is not located within any designated or unverified Riparian Areas Regulation watershed.

Archaeological Sites:

Based on information from the Provincial Remote Access to Archaeological Data (RAAD), there are no archaeological sites on the property. Notwithstanding the foregoing, and by copy of this report, the owners are advised that the unearthing of any archaeological resource should be reported to the Archaeology Branch.

Covenants:

None

Bylaw Enforcement:

There is a bylaw enforcement file on this property regarding the use of the accessory building as an STVR.

COMMUNITY INFORMATION MEETING(S):

Community Information meetings are not normally held for TUPs; however past practice of the Mayne LTC is to consider TUP applications over two meetings allowing the public more opportunity to comment. If the proposal proceeds statutory notification will be carried out which includes a newspaper notice, notices on notice boards and notification of surrounding property owners.

RESULTS OF CIRCULATION:

The applicant supplied several letters of support with the application. The letters have been forwarded to the LTC for consideration.

STAFF COMMENTS:

1. Islands Trust Policy Statement - The Policy Statement advises LTC's to turn their minds the social impact of development and consider economic opportunities that are compatible with conservation of resources and protection of community character.

If this proposal proceeds staff will prepare a draft TUP that should, if complied with, allow the proposed commercial activity to take place within a residential area that has minimal social impact and retains the character of the area. The conditions would be fairly

extensive and it is the responsibility of the property owner to ensure the guests using the bed and breakfast comply with all of the conditions contained in the TUP.

One of the strong attributes this proposal has is that the owner lives on the same property as the proposed bed and breakfast. It has been staff's experience that if the owner lives on the same property many of the negative impacts associated with the commercial use of a residential property are minimized.

2. Mayne Island OCP – The OCP does not contain policies that directly apply to consideration of applications for bed and breakfast use of accessory buildings; however there are some existing policies that provide some guidance. OCP policies suggest that uses in the SR designation be consistent with residential character. The tourism objectives in the OCP suggest that: the rural ambience be maintained, there be adequate infrastructure for tourist activities, tourism use be environmentally, economically and civically sustainable. As with the policy statement comments above, staff will draft TUP conditions that if adhered to should maintain the residential character of the property.

The home occupation policies of the OCP confine home occupation use to a dwelling or a permitted accessory building. The accessory building presently sited on this lot is permitted if it is used as an accessory building; however bed and breakfast use is not permitted to be carried out in an accessory building nor can it be used for human habitation. A TUP could allow bed and breakfast use of an accessory building.

OCP policies set a minimum lot size for cottages of 0.6 ha. and this lot is smaller having an area of 0.42 ha. To allow this accessory building to be used for a bed and breakfast accommodation will require the LTC to consider allowing an accessory building to be used for a use beyond what the OCP policies intended for this size of lot in the SR designation. There are no policies that give direction regarding the use of accessory buildings for bed and breakfast use on small residential lots.

3. Mayne Land Use Bylaw - The applicant states that the building has been used as a cottage for six years and more recently a self-catered bed and breakfast; however cottages are not permitted on SR zoned lots unless the lots have a minimum area of 0.6 ha. This accessory building has been used illegally as a cottage and more recently as a bed and breakfast.

If the existing cottage is to be used as a bed and breakfast the cooking facilities will need to be removed as it presently meets the definition of a cottage in the LUB and cottages are not permitted on lots of this size. Also residential use of an accessory building would need to be permitted. If the applicant wanted to retain the cooking facilities this proposal would need to be for a cottage/STVR use of an accessory building and not bed and breakfast use.

If a TUP is not granted for the use of this accessory building as a bed and breakfast the building will have to be converted to, and used as, an accessory building. If a permit is issued for bed and breakfast use of the accessory building it will need to be converted back to an accessory building when the permit expires. The LTC can request a security deposit to ensure the building is returned to a use permitted in the LUB when the permit expires.

4. Temporary Use Permit Conditions – If the LTC requests a draft TUP to be prepared it will contain conditions that require: a 24 hr. 7 day a week contact; communication with surrounding property owners; information to be posted for guest regarding noise, information on use of water, fire, garbage, septic field, control of pets; outdoor lighting;

minimal signage; restricted number of guests; no camping or recreation vehicles; and no outdoor fires.

If this proposal proceeds these conditions will be put in place to endeavor to ensure that the residential character of the area is maintained and that there is no loss of enjoyment for the surrounding property owners.

TUP conditions place the onus on the property owner to ensure the conditions are complied with. Staff has no reason to believe that the property owners will not do everything they can in order to ensure the TUP conditions are complied with; however in the event the conditions are not complied with it is staff's experience that the Local Trustees, Islands Trust bylaw enforcement officer or planner are contacted. Due to the nature of the conditions of the TUP the enforcement and evidence gathering is often required during non-regular working hours. The bylaw enforcement officer would likely be responding days after any infraction.

Surrounding property owners have an expectation that the conditions of the permit will be reasonably enforced and with there being a lag time between a possible infraction and enforcement, staff are not confident that in the event of an infraction the conditions of the permit can be upheld during the time that the offending party is using the bed and breakfast.

5. Term – TUPs can be issued for up to three years and renewed once for up to 3 years. If the LTC issues the permit the term can 3 years or any period up to 3 years that the LTC determines is reasonable.
6. Community consultation – Notification is carried out by means of placing a newspaper notice, posting on notice boards and by delivering notices to surrounding property owners. The applicant has provided several letter of support for the proposal. If the proposal proceeds staff will carry out the required notification process to obtain community comment. In addition to the required notification it is also recommended that the Skana water district, CRD building inspection and Island Health be provided with an opportunity to comment.

Staff has concerns about recommending approval of this proposal. Firstly the LUB does not permit human habitation in accessory buildings. Also there are no policies or guidelines in the Mayne OCP that apply to the consideration of a bed and breakfast use of an accessory building on a residential lot of this size. The only guidance is that lots must be at least 0.6 ha. to be permitted a cottage. If TUPs for cottages, STVRs or bed and breakfasts in accessory buildings are to be considered on small residential lots OCP policies should be prepared in order to give the LTC, public and staff guidance when considering making/reviewing a TUP application.

Staff also has some concerns about the present use of the accessory building. The use changed from accessory building use to cottage use and staff has no confirmation that the change in use was permitted by the CRD building inspection, Island Health and the Skana water district. Also once a use like a cottage use is established in an accessory building it is difficult to have the building returned back to a use permitted by the LUB once the permit expires. This application is not only for a new use in an accessory building, but is also requesting to permit human habitation of an accessory building.

It is staff's opinion that without OCP policies for guidance that allowing a TUP for the commercial guest accommodation use of an accessory building on a small residential lot requires a broader

community discussion than can be achieved in a TUP process; therefore staff is recommending that the application proceed no further.

Options:

- 1) Proceed no further with application. The file will be closed and the applicant will be required to convert the cottage into a permitted accessory building.
- 2) Proceed with the application and request staff to bring a draft permit to the May LTC meeting for the LTCs review.

RECOMMENDATION:

That the Mayne Island Local Trust Committee not proceed with MA-TUP-2016.1 (Leathers)

Prepared and Submitted by:

Gary Richardson

April 18, 2016

Date

Concurred in by:



Robert Kojima, RPM

April 18, 2016

Date

**A BYLAW TO AMEND THE MAYNE ISLAND OFFICIAL
COMMUNITY PLAN BYLAW NO. 144, 2007**

WHEREAS the Mayne Island Local Trust Committee is the Local Trust Committee having jurisdiction on and in respect of the Mayne Island Local Trust Area, pursuant to the Islands Trust Act;

AND WHEREAS Section 29 of the *Islands Trust Act* gives the Mayne Island Local Trust Committee the same power and authority of a Regional District under Part 26, except sections 932 to 937 and 939, of the *Local Government Act*;

AND WHEREAS the Mayne Island Local Trust Committee wishes to amend the Mayne Island Official Community Plan Bylaw No. 144, 2007;

AND WHEREAS the Mayne Island Local Trust Committee has held a Public Hearing;

NOW THEREFORE the Mayne Island Local Trust Committee enacts in open meeting assembled as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 2, 2015”.

2. SCHEDULES

Mayne Island Official Community Plan No. 144, 2007 is amended as shown on Schedule 1, attached to and forming part of this bylaw.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME this 22nd day of February , 2016.

READ A SECOND TIME this day of , 20.

PUBLIC HEARING HELD this day of , 20.

READ A THIRD TIME this day of , 20.

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST this
day of , 20.

APPROVED BY THE MINISTER OF COMMUNITY, SPORT AND CULTURAL
DEVELOPMENT this day of , 20.

ADOPTED this day of , 20.

DEPUTY SECRETARY

CHAIR

Mayne ISLAND LOCAL TRUST COMMITTEE
BYLAW No. 167
SCHEDULE 1

A. Bylaw No. 144, cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007” is amended as follows:

1. Amending Subsection 2.9 (Temporary Use Permits) by inserting the following immediately after policy 2.9.1.8:

“ 2.9.1.9 Additional Guidelines to be applied when considering the issuance of a Temporary Use Permit for a Commercial Vacation Rental:

- a) The LTC may require mitigating measures to provide a separation between Short Term Vacation Rentals (STVRs) and surrounding properties such as screening and fencing.
- b) The LTC should consider the cumulative effects on the neighbourhood and island of all the permits issued for STVRs.
- c) The LTC may consider issuance of a temporary use permit for a commercial vacation rental provided the proposal would not alter the residential appearance of the residence.
- d) A contact person on Mayne Island associated with the property should be available by telephone twenty-four (24) hours/day, seven (7) days per week.
- e) The property owner/applicant should provide neighbors within a 100 metre radius of the vacation rental with the contact person’s phone number, and a copy of the temporary use permit.
- f) The property owner/applicant should provide evidence that there is an adequate supply of potable water.
- g) The property owner/applicant should provide evidence that there is adequate septic capacity for the proposed occupancy.
- h) The property owner/applicant should post information for guests regarding noise bylaws, water conservation, fire safety, fire escape plan, storage of garbage, septic field location, and control of pets. The guest information should also remind guests that they are in a residential area, not a commercial area.
- i) As a condition of the permit pets should be under control at all times.
- j) The property owner/applicant should be required to provide sufficient off street parking.

- k) The property owner /applicant should be required to ensure outdoor lighting is not directed onto surrounding properties.
- l) A condition of the permit should restrict the maximum number and size of signs an STVR can have. That the signs be made of wood and not illuminated.
- m) As a condition of the permit the maximum number of guests may be limited;
- n) As a condition of the permit the number of bedrooms may be limited;
- o) As a condition of the permit the specific months in a year that STVR use can be carried out may be specified.
- p) As a condition of the permit recreational vehicles and camping should be prohibited.
- q) As a condition of the permit outdoor fires should be prohibited.
- r) As a condition of use advertising that can be utilized may be specified.
- s) A condition of the permit should prohibit the rental or provision of motorized personal watercraft for rental clients.
- t) A condition of the permit may require the property owner/applicant to post contact information and permit information at the entrance to the property.
- u) As a condition of the permit the Islands Trust bylaw enforcement officer should be permitted to enter the property between the hours of 9 am and 5 pm on any day without prior consultation with the holder of the permit or STVR renter for the purpose of investigating a complaint.



Staff Report

Date May 24, 2016 File Number 6500-20 (Mayne RAR)

To Mayne Island Local Trust Committee
For Meeting of May 30, 2016

From Gary Richardson, Island Planner

Re Riparian Areas Regulation (RAR) Implementation

Purpose

The purpose of this staff report is to provide background on RAR implementation on Mayne Island and to provide a draft project charter to assist in the implementation of RAR for the Mayne Island Local Trust Area.

Background

The Riparian Areas Regulation, enacted under Section 12 of the Fish Protection Act in July 2004, requires local governments to protect riparian areas during residential, commercial and industrial development by ensuring that proposed activities are subject to a science based assessment conducted by a Qualified Environmental Professional (QEP). There have been various staff reports prepared summarizing the RAR and the LTC's options for implementation (available on the [webpage](#)).

The LTC previously contracted two Qualified Environmental Professionals (QEPs) to provide reports on RAR applicable streams, both of whom identified three streams as subject to the RAR. The Mayne Island Landowners Coalition also contracted two reports from a QEP to determine fish absence in two streams.

A legal opinion was obtained in January of 2012 which clarified several questions regarding the RAR and confirmed that the three streams are RAR applicable.

Ministry staff attended the May 2014 LTC meeting and confirmed that three streams on Mayne are subject to the RAR.

At its June 25, 2014 meeting LTC passed the following resolutions:

MA-2014-043

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to draft a Riparian Area Regulation bylaw, incorporating Trustee Crumblehulme's document.

MA-2014-044

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to draft Official Community Plan amendments indicating that Village Bay/Deacon Creek be Riparian Area Regulations compliant and that Horton Bay/Hunt Brook and Campbell Bay Creek be excluded due to natural barriers.

At its April 25, 2016 meeting the LTC reviewed a report regarding the implementation of the RAR prepared by Islands Trust staff and listened to a presentation on the RAR by Andrew Appleton from the Ministry of Forests, Lands and Natural Resource Operations. Ministry staff suggested that the LTC would benefit from having another QEP review the RAR with respect to Mayne Island.

At its April 25, 2016 meeting LTC passed the following resolution:

MA-2016-026

It was Moved and Seconded that the Mayne Island Local Trust Committee request staff to report back with a draft Project Charter for the Riparian Area Regulations Implementation project based on the approach outlined in the staff memo dated June 17, 2014.

Staff Comments

Further to the direction given by the LTC at its April 25, 2016 meeting staff has prepared a project charter for the LTC's review. The charter envisions a QEP to be retained to carry out a peer review of existing QEP reports, review methodology used to identify RAR applicable streams and to provide a further report regarding RAR applicability on Mayne Island.

Once the QEP report is received by staff and presented by the QEP at an LTC meeting staff will prepare a report and make a recommendation regarding next steps for RAR implementation for Mayne Island.

Resolution Wording:

1. THAT the Mayne Island Local Trust Committee approve the Project Charter for RAR Implementation outlined in the staff report dated May 24 17, 2016.

Prepared and Submitted by:

Gary Richardson

May 24, 2016

Date

Concurred in by:



Robert Kojima
Regional Planning Manager

May 24, 2016

Date

Attachments: Project Charter

RIPARIAN AREA REGULATION IMPLEMENTATION - Charter

v1 May 24, 2016

Mayne Island Local Trust Committee

Purpose: Review previous reports prepared for the Mayne Island Local Trust area by Qualified Environmental Professionals (QEPs), carryout fieldwork and to prepare further QEP report sufficient to implement the Riparian Area Regulations (RAR) within the Mayne Island Local Trust Area-

Background: The LTC previously contracted two QEPs to provide reports on RAR applicable streams, both of whom identified three streams as subject to the RAR. The Mayne Island Landowners Coalition also contracted two reports from a QEP to determine fish absence in two streams. Ministry staff attended the April 25, 2016 LTC meeting and suggested that a QEP be retained to carry out a review of previous QEP reports and further review streams on Mayne Island

Objectives

- To determine if existing QEP reports are sufficient to implement the RAR.
- Ensure QEP reports followed appropriate methodology to identify streams subject to the RAR.
- Implement RAR for the Mayne Island Local Trust Area.

In Scope

- QEP to carry out a peer review of existing QEP reports
- QEP to carryout fieldwork and office work necessary to provide sufficient information for Island Trust staff to implement the RAR for the Mayne Island Local Trust Area

Out of Scope

- Additional or extra ordinary community consultation
- Amendments to bylaws

Workplan Overview

Deliverable/Milestone	Date
1) Draft terms of Reference for QEP	June 2016
2) Retain QEP	July 2016
3) QEP to review existing QEP reports and carryout further fields work if required	August—September 2016
3) QEP to prepare report	September 2016
5)Staff to review QEP report and prepare a staff report and provide recommendation proceeding with RAR implementation	October 2016
6) Prepare new project charter if LTC determines OCP amendments are required.	November/December 2016

Project Team

Gary Richardson, Island Planner	Project Manager
Sharon Lloyd-deRosario	Admin support
Regina Robinson	Admin support
Barb Dashwood	GIS support

Budget

Budget Source:

Fiscal	Item	Cost
2016/17	QEP	7000.00
2016/17	contingency	2000.00
	Total	9,000.00

RPM Approval:

Date:

LTC Endorsement:

Resolution #:

Date: May 18, 2016

File No.: 6500-20- Commercial
Land Use Review

To: Mayne Island Local Trust Committee
For the meeting of May 30, 2016

From: Gary Richardson, Island Planner

CC: Robert Kojima RPM

Re: Commercial Land Use Review 2016/2017

Background

The LTC initiated a project to review commercial land use at the April 27, 2015 LTC business meeting. This matter was reviewed in 2011/2012 by the Commercial Land Use Review Task Force. The task force prepared a report which will be reviewed as part of this project.

It is recommended that commercial land use policies and regulations to be reviewed from time to time to ensure there is sufficient commercial land in appropriate locations to fulfil the needs of the community for the foreseeable future.

Clear OCP policies and LUB regulations assist the LTC, general public and planning staff in understanding how commercial land use policy and regulations apply to Mayne Island and provide guidance to the review of future commercial land use amendment applications.

The review will concentrate on the miners Bay area where most services are but will also include a review of the policies that apply to commercial areas outside of the Miners Bay commercial area.

The project charter attached is considered phase one of a two phase project. The draft project charter terminates in May 2017, after that the LTC will need to consider a new project charter if it is determined that amendments to the OCP and LUB are required as a result of the phase one review.

The project charter is attached for the LTC's consideration.

Next Steps

Review the attached project charter at the April 25, 2016 LTC meeting and either amend the charter or adopt as drafted. The next steps after that are outlined in the charter.

Summary of Planning Recommendations

Staff is recommending the project charter be adopted as drafted as it provides a reasonable time frame for staff to: review existing policies and regulations regarding commercial land use; prepare necessary documents and display materials; carry out sufficient community consultation; and prepare a discussion paper.

RECOMMENDATION:

That the Mayne Island Local Trust Committee approve the attached project charter dated April 25, 2016 as drafted.

Prepared and Submitted by:

Gary Richardson

Name, Title

May 18, 2016

Date

Concurred in by:



Robert Kojima
Regional Planning Manager

May 18, 2016

Date

Attachments: Project Charter

Commercial Land Use Review - Charter v1 April 25, 2016

Mayne Island Local Trust Committee

Purpose: Inventory existing commercial land use; review OCP policies and LUB regulations regarding commercial land use; consult commercial land owners and the Mayne Is. community regarding commercial policies; and prepare a discussion paper regarding commercial land use.

Background The project was initiated at the LTC's April 27, 2015 business meeting. In 2011 the Mayne Island commercial land use review task force was formed and completed a report in 2012. The recommendations contained in the task force report will be reviewed and commented on. It is recommended commercial land use policies and regulations be reviewed from time to time to ensure there is sufficient land zoned for future commercial use in the appropriate areas. There needs to be clear policies and regulations to guide future commercial land use and to guide future commercial land use amendment applications.

Objectives

- To determine if existing policies and regulations provide for sufficient future commercial land use.
- To provide clarity and guidance for future land use decisions.

In Scope

- Review commercial policies and regulations in OCP and LUB.
- Review commercial land use task force report.
- Arrange a CIM and meet with commercial land owners and business operators.
- Prepare public display materials
- Prepare discussion paper
- Webpage

Out of Scope

- Additional or extra ordinary community consultation
- Amendments to the OCP or LUB
- Amendments to unrelated by-laws

Workplan Overview

Deliverable/Milestone	Date
1) Review of existing reports, policies and regulations.	September 2016
2) Prepare research document and technical public display materials regarding existing OCP policies and LUB regulations.	November 2016
3) Contact commercial land owners and business operators.	December 2016/January 2017
4) CIM	March 2017
5) Staff to prepare staff report containing staff review and community comments and staff recommendations	May 2017
6) Prepare Bylaws to implement OCP and LUB amendments	June 2017

Project Team

Gary Richardson, Island Planner	Project Manager
Sharon Lloyd-deRosario	Admin support
Regina Robinson	Admin support
Barb Dashwood	GIS support

Budget

Budget Source:

Fiscal	Item	Cost
2016/17	CIM	500.00
2016/17	Advertising	500.00
	Total	1000.00

RPM Approval:

Date:

LTC Endorsement:

Resolution #:



Islands Trust

Print Date: May 24, 2016

Top Priorities

Mayne Island

No.	Description	Activity	R/Initiated	Responsibility	Target Date
1	Commercial Land Use Review	Prepare amended project charter for May 30, 2016 LTC meeting for LTC consideration.	27-Apr-2015	Gary Richardson	
2	STVR Review	Public Hearing to be arranged for Proposed Bylaws 165, 166 and 167.	23-Feb-2015	Gary Richardson	
3	Fallow Deer Eradication		26-Jan-2015	Gary Richardson	
4	Riparian Area Regulation Implementation	Staff to prepare project charter for May 30, 2016 LTC meeting.	25-Apr-2016	Gary Richardson	

Projects

Mayne Island

Description	Activity	R/Initiated
Climate Change Adaptation	Consider regulatory changes and implementation of new DPA authority	02-Mar-2009
Road issues		27-Jun-2012
Density on large lot remainders	to review covenants on remainder lots and review zoning to density of dwellings and cottages	30-Sep-2015



Islands Trust

Print Date: May 24, 2016

Applications

Rezoning

File Number	Applicant Name	Date Received	Purpose
MA-RZ-2015.1	CAPITAL REGIONAL DISTRICT Integrated Water Services Planner: Gary Richardson	21-Jul-2015	REZONING WATER LEASE No. 112548 District Lot 2070 /ANSON RD
Planning Status			
Status Date: 24-May-2016 staff report and amended draft bylaw 169 prepared for May 30, 2016 LTC mtg.			
Status Date: 17-Apr-2016 Bylaws to agencies and First Nations for comment. Public hearing to be arranged. Target for PH is June			
Status Date: 12-Mar-2016 Staff report and draft bylaws prepared for March 21, 2016 LTC Mtg for LTSs consideration.			

File Number	Applicant Name	Date Received	Purpose
MA-RZ-2015.2	Mayne Island Resort Ltd.	20-Nov-2015	494 ARBUTUS DR
Rezone SL 1 to allow some retail. SL 17 - 20 to allow mixed use.			
Planner: Gary Richardson			
Planning Status			
Status Date: 24-May-2016 Staff report and Draft Bylaw prepared for May 230, 2016 LTC Mtg.			
Status Date: 17-Apr-2016 Preliminary Staff Report prepared for April 25, 2016 LTC Mtg. for LTCs consideration.			
Status Date: 24-Nov-2015 opened file, processed fee, notified LTC and gave to planner.			

Temporary and Industrial Use Permit

File Number	Applicant Name	Date Received	Purpose
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Applications

MA-TUP-2016.1

Mildred and Eric C. 24-Feb-2016 TUP to continue use of studio as a B & B unit.
Leathers

Planner: Gary Richardson

Planning Status

Status Date: 24-May-2016

Staff report and APC comments prepared for LTC to consider at May 30 LTC mtg.

Status Date: 12-Mar-2016

Preliminary staff report to be prepared for April 25, 2016 LTC Mtg for LTCs consideration.

Status Date: 24-Feb-2016

Application & Fee received. File opened.

File Number	Applicant Name	Date Received	Purpose
MA-TUP-2016.2	LANE, PETER	07-Apr-2016	407 Campbell Bay Rd TUP for STVR

Planner: Phil Testemale

Planning Status

Status Date: 08-Apr-2016

File opened, application forwarded to Planner and LTC

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

645 Mayne	Invoices posted to Month ending March 2016	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-645	LTC "Trustee Expenses"	750.00	107.57	642.43
LTC Local				
65200-645	LTC - Local Exp - LTC Meeting Expenses	1,500.00	1,474.88	25.12
65210-645	LTC - Local Exp - APC Meeting Expenses	750.00	231.78	518.22
65220-645	LTC - Local Exp - Communications	300.00	1,094.00	-794.00
65230-645	LTC - Local Exp - Special Projects	750.00	818.18	-68.18
TOTAL LTC Local Expense		<u>3,300.00</u>	<u>3,618.84</u>	<u>-318.84</u>
Projects				
73001-645-3005	Mayne RAR	2,500.00	0.00	2,500.00
73001-645-4053	Mayne Density & STVR Review	2,000.00	0.00	2,000.00
73001-645-4059	Mayne Commercial Land Use Review	2,000.00	1,807.70	192.30
TOTAL Project Expenses		<u>6,500.00</u>	<u>1,807.70</u>	<u>4,692.30</u>

Mayne Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

Updated: July 25, 2012

No	Meeting Date	Resolution No.	Issue	Policy and Description
1.	October 1, 2007	MA-LTC-70-07	Guidelines for Use When Considering Funding for Reports	The MILTC has adopted a policy establishing the set of guidelines the LTC should employ when purchasing a report for LTC and public use.
2.	February 7, 2011	MA-LTC-13-11 This resolution repeals MA-LTC-90-09	STVRS Bylaw Enforcement	1. Given finite resources available for enforcement activities and in order to ensure the most effective results for enforcement activities STVRs that have one or more of the following characteristics will be subject to enforcement: 1. They are advertised on the internet, newspapers or other media; 2. They are not managed by the property owner; 3. More than one dwelling on the lot is simultaneously made available for STVR; 4. While the property is rented persons are permitted to stay in tents or trailers; 5. There are issues related to health and safety; 6. There is a written complaint by owners or residents of two properties about bona fide serious nuisance issues such as noise or parking congestion related to the STVR; 7. The owner of the property uses more than one property on Mayne Island as a STVR. 2. No enforcement actions under section 1.1 will be taken against any STVR operation that takes place in a lawful cottage or dwelling while the operator lives in a lawful dwelling or cottage on the same property. 3. Nothing in this enforcement policy should be interpreted as giving permission to violate the Land Use Bylaw and the Mayne Island Trust Committee may change this policy at any time and may give direction to expand enforcement activities at any time. This means that persons who have two lawful dwelling places on one lot and who live in one dwelling while the other is used as an STVR will be exempt from enforcement if they advertise. Staff recommends that the other factors continue to apply because STVR operations that have third party management, have more than one location on Mayne Island, or use more than one dwelling or cottage or permit camping are essentially operating as a resort or motel. The safety and nuisance triggers for enforcement protect the renters, the operators, and the neighbourhoods. It also reduces the Islands Trusts' liability.

No	Meeting Date	Resolution No.	Issue	Policy and Description
3.	May 2, 2011	MA-LTC-44-11	Options for adopting In Camera Minutes	It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to only include in-camera minutes on agendas where there are other reasons to close the meeting to the public .
4.	February 1, 2012		Special Occasion Liquor License referrals	That where a Liquor Control and Licensing Branch Special Occasion License referral relates to a property where Mayne Island Land Use Bylaw 146, 2008 permits public assembly uses, such as halls, recreation facilities or restaurants, and where it can be determined that the organization or applicant have had no issues related to parking or past complaints for the preceding three years, staff may approve the Special Occasion License without referral to the Local Trust Committee. All other Special Occasion License referrals are to be referred to the Local Trust Committee for consideration.
5.	July 25, 2012	MA-LTC-34-12 x-ref #2 above	STVR Bylaw enforcement policy	That Mayne Island Local Trust Committee resolves to extend the current Short Term Vacation Rental bylaw enforcement policy, as written in Staff Report dated June 26, 2012 until the project to review use of second dwellings for Short Term Vacation Rentals is complete.

GUIDELINES FOR MAYNE ISLAND LTC TO USE WHEN CONSIDERING FUNDING FOR REPORTS

**Adopted by Resolution MA-LTC-70-07 at the regular meeting of
October 1, 2007.**

ISSUE: What guidelines should an LTC employ when purchasing a report for LTC and public use?

BACKGROUND:

Islands Trust financial policy provides that an LTC cannot sponsor an event, even a community non-profit venture. LTC's can, however, purchase goods and services which are of benefit to the LTC and, by extension, the community it serves. Therefore, LTC's have supported worthwhile conferences, workshops and the like by purchasing a report on conference issues, proceedings, findings and recommendations.

In order that LTC's receive value for their purchases, the Mayne Island LTC has raised the issue outlined above. It has asked that guidelines be considered for use in evaluating future opportunities to purchase reports on a wide variety of subjects related to LTC mandates.

CONSIDERATIONS:

There are a number of factors or considerations an LTC might need to entertain. These considerations are cited below in an order which range from "fundamental" to "consequential".

1. Does the LTC have the budgetary capacity to consider the opportunity to purchase a conference report or proceeding?
2. Is the subject matter germane to the work and/or mandate of the LTC?
3. If the answers to 1 and 2 above are in the affirmative, the LTC may wish to consider requirements for the report they agree to purchase.

GUIDELINES

If the LTC decides to purchase a conference report or proceedings, it may require that reporting guidelines below be met as a condition of purchase.

These guidelines are:

1. The full proceedings of the conference or workshop are preferred.
2. If full proceedings are not produced or available the report to the LTC should include:
 - (a) The agenda of the conference or workshop
 - (b) A list of presenters and the topics they represented
 - (c) A summary of each topic discussed
 - (d) A copy of all papers presented at the conference
 - (e) A list of all recommendations made by the conference (if not cited in the papers or summary of each topic)
 - (f) A summary of any follow-up actions identified by the conference
 - (g) A copy of any contact list or referral resources generated by the conference,.
3. If only a narrative report is produced, the narrative should include or address the information sought in (a) to (g) above.

It is hoped that the guidelines above will ensure that the LTC will receive all relevant information generated by the conference or workshop.

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

Important deadline! Fairy Slipper Forest Campaign – Thetis Island

June second is an important deadline for the campaign to purchase 40 acres of forest, creating Thetis Island's first publicly accessible nature reserve. Half the total cost of \$560,000 needs to be raised by this date. To help meet this important fundraising goal, an anonymous donor is matching funds, to a maximum of \$40,000, until the deadline. Donations can be made through the [Islands Trust Fund \(ITF\)](#) website. Media packages are available upon request from the ITF Communications and Fundraising Specialist for promotions.

Appointed Board Members – Vacancies

Three of the six members of the Trust Fund Board (TFB) are appointed by the Province. The term of former member Julie Glover has concluded (Dec. 2015) and the provincial Board Resourcing and Development Office recently concluded its advertising of this vacancy. The term of member Dereck Atha ends in June and applications for this position are now being accepted through the [Board Resourcing and Development Office](#). Please inform individuals you know who might have the knowledge, experience and interest to serve on TFB.

Land Securement Strategy

The Islands Trust Strategic Plan includes a strategy for TFB to "Protect high biodiversity areas identified in TFB's Regional Conservation Plan" by "developing a land conservation strategy to protect high biodiversity areas (e.g. Coastal Douglas-fir)". Most of our protected land has come about opportunistically as a result of landowners and organizations coming to us (albeit with prior relationship-building in many cases). Another approach, used successfully by other land conservancies, is to focus on areas with high biodiversity and approach landowners to explore voluntary conservation options that might work for them. This requires careful and sensitive planning. TFB has approved the project charter for developing a securement strategy to implement such an approach.

Conservation Tax Incentive Program

The Islands Trust Strategic Plan also identifies the Trust Fund Board will support efforts to expand a conservation tax exemption program to the rest of British Columbia. The TFB Chair has written an open letter of support outlining the success of NAPTEP in support of a province-wide program.

Long Term Funding

The Trust Fund Board has reviewed the considerable work carried out over the years to develop a Long Term Funding Initiative and discussed this in the current context. The Chair hopes to provide a brief report at the June Trust Council meeting and is happy to discuss this issue in more depth with individual trustees.

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

Planned Giving

The Board reviewed and discussed ITF's approach to encouraging and enabling planned, or legacy, gifts. Two recent prime examples are legacies that have established the Morrison Waxler Biodiversity Protection Legacy Fund (\$20,000) and the Gambier Island Acquisition Fund (\$115,000). Crystal Oberg, ITF's new Communications and Fundraising Specialist, will attend an upcoming professional development opportunity to enhance this part of our work. Check out the "[Gift and Estate Planning](#)" page on our website.

Budget

Preliminary figures show that the Islands Trust Fund's 2015-16 expenses came in under budget. The 2016-17 budget is essentially unchanged. The budget includes provision for responding to emerging and time-sensitive conservation proposals and property management issues.

Property Management

Here is a summary of current property management activities:

Bowen -	New management contract for Fairy Fen Nature Reserve; revision of management plan for Singing Woods Nature Reserve
Denman -	Restoration and signage at Inner Island; restoration and tree planting at Lindsay Dickson Nature Reserve; trail development and maintenance at Morrison Marsh Nature Reserve
Gabriola -	Management Plan for Burren's Acres Nature Reserve; boardwalk repair; trail maintenance and root protection work at Elder Cedar Nature Reserve
Lasqueti -	Monitoring of restoration and possible trespass at Mount Trematon Nature Reserve; revision of management plan for Kwel Nature Sanctuary
N. Pender -	Interpretive panels at Medicine Beach Nature Reserve
Salt Spring -	Revision of management plan for Cyril Cunningham Nature Reserve.

Annual monitoring of properties and covenants across the Trust Area will be completed by July 15, 2016.

Trail Proposal for the Lindsay Dickson Nature Reserve –Denman Island

After onsite meetings and consultation with our property managers, the Trust Fund Board has agreed to allow an old logging road across one corner of the reserve, which already supports public use, to be part of the Denman cross-island trail. However, the board does not support the development of an unopened road access alongside the nature reserve because of the additional disturbance it could bring to the reserve.

Please feel free to contact members of the Trust Fund Board or Islands Trust Fund staff for more details.