



Islands Trust

AGENDA

SALT SPRING ISLAND ADVISORY PLANNING COMMISSION

Date: Thursday, July 28, 2022
Time: 1:00 PM
Location: Salt Spring Island Baptist Church - Lower Hall, 520 Lower Ganges Road

1. ELECTION OF THE CHAIR AND VICE CHAIR

2. AGENDA

2.1 Approval of Agenda

3. MINUTES OF PREVIOUS MEETINGS

Please propose amendments to the draft minutes as worded resolutions in writing to be presented at the meeting

3.1 Draft Minutes of the May 5, 2022 Meeting – *For Adoption* Page 2

4. BUSINESS ITEMS

4.1 Draft Bylaw No. 530 – Accessory Dwelling Units - Staff Report Page 4

4. OTHER BUSINESS

5. ADJOURNMENT



Salt Spring Island Advisory Planning Commission

Minutes of a Regular Meeting

Date of Meeting: Thursday, May 5, 2022

Location: Baptist Church, Lower Level Meeting Room
520 Lower Ganges Road, Salt Spring Island

Members Present: Jeff Thompson, Chair
Jean Brouard, Commissioner
Ron Cooke, Commissioner
Stanley Shapiro, Commissioner

Regrets: Nancy Krieg, Commissioner
Leigh Large, Commissioner
Neil Morie, Commissioner

Staff Present: Geordie Gordon, Planner 2
Jenn Baddeley, Recorder

Others Present: Laura Patrick, Local Trustee

These minutes follow the order of the agenda although the sequence may have varied.

Chair Thompson called the meeting to order at 1:02 p.m.

1. APPROVAL OF AGENDA

By **general consent** the agenda was adopted.

2. MINUTES OF PREVIOUS MEETING

2.1 Draft Minutes of the March 3, 2022 APC Meeting

By **general consent**, the minutes of the March 3, 2022 Salt Spring Island Advisory Planning Commission meeting were adopted.

3. BUSINESS ITEMS

3.1 Draft Bylaw No. 526 – Changes to Residential Permissions in the Agricultural Land Reserve & Bylaw Amendment Options for Dwellings on Large Farms - Staff Report

Planner Gordon presented the staff report on Draft Bylaw No. 526.

There was concern regarding the registration of covenants and the restriction that housing could only be used for farm workers, as proposed in the draft Bylaw No. 526.

There were comments that due to the need for housing on Salt Spring, the use should not be restricted for farm workers only.

It was MOVED and SECONDED,

That the Salt Spring Island Advisory Planning Commission recommend to the Salt Spring Island Local Trust Committee that the proposed Bylaw No. 526 proceed, subject to the following recommendations:

- Remove the restriction that housing only be used for farm workers.

CARRIED

4. OTHER BUSINESS

There was general discussion regarding APC membership.

5. ADJOURNMENT

By general consent the meeting adjourned at 1:32 p.m.

Jeff Thompson, Chair

CERTIFIED CORRECT:

Jenn Baddeley, Recorder



MEMORANDUM

File No.: 6500-20: Housing Action Program

DATE OF MEETING: July 28, 2022
 TO: Salt Spring Island Advisory Planning Commission
 FROM: Louisa Garbo, Acting Regional Planning Manager
 Salt Spring Team
 SUBJECT: Draft Bylaw No. 530 Accessory Dwelling Units

RECOMMENDATION

That the Advisory Planning Commission recommend to the Salt Spring Island Local Trust Committee that proposed Bylaw No. 530 proceed as proposed.

PURPOSE

The Salt Spring Island Local Trust Committee (SS LTC) has referred proposed Bylaw No. 530, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 1, 2022,” for formal referral including the Advisory Planning Commission (APC).

BACKGROUND

At the SS LTC meeting of February 15, 2022, the SS LTC passed the following resolution:

SS-2022-069

IT WAS MOVED AND SECONDED,

That the Salt Spring Island Local Trust Committee Bylaw No. 530 on Accessory Dwelling Units, cited as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 1, 2022,” be read a first time.

CARRIED

SS-2022-070

IT WAS MOVED AND SECONDED,

That the Salt Spring Island Local Trust Committee Requests staff to send Bylaw No. 530 to external agencies, groups, and First Nations for referral.

CARRIED

Furthermore, at the SS LTC meeting of February 15, 2022, the SS LTC passed the following resolution:

SS-2022-116

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee gives Proposed Bylaw No. 530, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 1, 2022,” as amended, be read a second time.

CARRIED

SS-2022-117

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Proposed Bylaw No. 530, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 1, 2022,” is not contrary to or at variance with the Islands Trust Policy Statement”

CARRIED

SS-2022-118

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee requests staff to host a virtual public information session and public hearing for Salt Spring Island Local Trust Committee Proposed Bylaw No. 530, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 1, 2022.”

CARRIED

ALTERNATIVES

1. If the APC wishes to recommend proceeding with the subject to conditions:

That the Advisory Planning Commission recommend to the Salt Spring Island Local Trust Committee that proposed Bylaw No. 530 proceed, subject to the following recommendations:

- *[list recommendations]...*

2. If the APC wishes to recommend not proceeding with the bylaw:

That the Advisory Planning Commission recommend to the Salt Spring Island Local Trust Committee that proposed Bylaw No. 530 not proceed for the following reasons:

- *[list reasons]...*

Submitted By:	Louisa Garbo, Acting Regional Planning Manager	July 20, 2022
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ATTACHMENTS

1. SS LTC Staff Report dated July 12, 2022
2. Proposed Bylaw 530



STAFF REPORT

File No.: 6500-20 Housing Action Program

DATE OF MEETING: July 12, 2022
TO: Salt Spring Island Local Trust Committee
FROM: Louisa Garbo, Acting Regional Planning Manager, Salt Spring Island Team
SUBJECT: Housing Action Program Proposed Bylaw No. 530

RECOMMENDATIONS

1. That the Salt Spring Island Local Trust Committee gives Bylaw No. 530, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 1, 2022” a reading the second time.
2. That the Salt Spring Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 530, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 1, 2022,” is not contrary to or at variance with the Islands Trust Policy Statement.
3. That the Salt Spring Island Local Trust Committee requests staff to host a public information session and public hearing for Salt Spring Island Local Trust Committee Bylaw No. 530, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 1, 2022.”

PURPOSE

Proposed Bylaw No. 530 on Accessory Dwelling Units (ADUs) intends to help alleviate the tight rental supply issues and provide additional housing options on Salt Spring Island. The Salt Spring Island Local Trust Committee (SS LTC) gave the draft Bylaw No. 530 the first reading on April 19, 2022, and requested staff to proceed with the formal referral process on the draft bylaw. The revised bylaw (see Appendix 2) took into consideration comments and feedback from SS LTC, agencies, community groups, and First Nations.

BACKGROUND

On February 15, 2022, Salt Spring Island Local Trust Committee (SS LTC) requested staff to amend the secondary suites bylaw to broaden the accessory housing options on the island:

SS-2022-019

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to amend Salt Spring Island Local Trust Committee Draft Bylaw No. 528, cited as “Salt Spring Island Land Use Bylaw, 199, Amendment No. 4, 2021” as follows:

- Remove the definition of density;
- Add a new definition of suites in combination with accessory building;
- Permitting both kinds of suites in all zones except for islets; and
- Explore appropriate conditions and restrictions to phase in and manage impacts.

CARRIED

On April 19, 2022, Salt Spring Island Local Trust Committee (SS LTC) gave the draft Bylaw No. 530 on accessory dwelling units (ADUs) a first reading:

SS-2022-069

That the Salt Spring Island Local Trust Committee Bylaw No. 530 on Accessory Dwelling Units, cited as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 1, 2022,” be read a first time.

SS-2022-070

That the Salt Spring Island Local Trust Committee requests staff to send Bylaw No. 530 to external agencies, groups, and First Nations for referral.

The proposed revision to the draft bylaw taking into consideration issues identified in the previous staff report, which included a previous legal comment on consistency with the parameter of “few and minor” per section B.2.1.2.1 and “zoning changes incrementally” per B.2.2.2.13 of the SS OCP. The goal of the draft bylaw is to remain consistent with the OCP policies while proposing to broaden housing options to address the housing crisis.

Policy/Regulatory

The revision to the draft bylaw to allow ADUs in all zones must consider the Islands Trust Policy Statement listed (see Appendix 3) and the SS OCP (see Appendix 4). During the February SS LTC regular business meeting, the SS LTC discussed OCP policies that support and encourage affordable housing development and suggested ADUs could be permitted in all zones. Further analysis has been completed in considering the draft bylaw’s consistency against the SS OCP policies on the parameter of “few and minor” per section B.2.1.2.1, “zoning changes incrementally,” per B.2.2.2.13.

The concern on changes being “few and minor” refers to Policy B.2.1.2.1, which stated, “*Zoning changes should be avoided if they would likely result in a larger island population than is expected under the development potential zoned in 2008. Exceptions to this policy are to be few and minor and only to achieve affordable housing and other objectives of this Plan.*” The concern with “zone changes incrementally” refers to Policy B.2.2.2.13m, which stated, “*The Local Trust Committee will make zoning changes incrementally and monitor changes to limit the overall number of suites on the island.*”

As pointed out by SS LTC at their meeting in February 2022, “exceptions” that should be few and minor refer to SS LTC making few exceptions and only to achieve affordable housing and other objectives in the OCP; the proposed bylaw aims to address the housing shortage crisis and making an exception was justified. The requirements and restrictions proposed in the bylaw intend to protect the natural resources, the environment, and the infrastructure servicing. Property owners are responsible for addressing issues on the provision of sufficient potable water and infrastructure at the building permit stage (see comments from agencies toward the end section of this report). The proposed maximum square footage intends to limit the size of the ADUs to protect the community’s residential character and ensure that the ADUs are subordinate to the principal dwellings. Although the bylaw proposes to permit ADUs in most zones, the cost of construction, the building and fire code, and the covenant requirement, coupled with the proof of water as part of the building permit process, will likely limit the uptake of the development of ADUs on the island. Since the adoption of Bylaw No. 512 in 2020 to allow long-term rental cottages on the island, there have only been two permits to construct the cottages.

Municipal governments are loosening ADUs restrictions to ease growing housing crises. An accessory dwelling unit is a self-contained, independent unit added to a principal dwelling on the same property. Such an additional unit provides appropriate infill and is added within the existing structure or hidden in the back, adding “hidden density” to a neighbourhood without changing its character. It is also easier to convert to new housing in existing, under-utilized spaces, allowing families that prefer single-family-style housing to live the same lifestyle at a more affordable rate. Furthermore, many B.C. municipalities do not consider accessory dwelling units when calculating density. The proposed Bylaw No. 530, as revised, complies with the SS OCP policies by addressing the following concerns:

- The need for mixed housing types in appropriate locations;

- Opportunities for the creation of affordable, rental, and special-needs housing;
- Protection of watersheds and community well capture zones;
- Auto dependency;
- Ongoing affordability;
- Illegal short-term rental;
- Aging in place.

The revised draft bylaw incorporates the suggestion from SS LTC and community members to secure long-term housing through the use of covenant. The revised draft Bylaw No. 530 also takes into consideration the recommendations (see details in the Consultation section below) from the Housing Action Program Task Force to SS LTC, which include:

- the definition of Accessory Dwelling Units (to include all types of dwellings that are accessory to the principal residence);
- to consider conditions that ensure long-term rental; and
- to promote alternative water supply and adequate waste treatment through the building permit process.

Permitting ADUs alone will not solve the housing crisis, but it will provide housing options on the island. Allowing accessory dwelling units is one of the measures proposed by the Housing Action Program Task Force and the SS LTC, other measures identified in the Housing Action Program Project Charter will be considered and explored in the near future. The Housing Action Program Project Charter proposes to amend the Salt Spring Island Local Trust Committee Official Community Plan (SS OCP) to address housing policies related to the environmental protection, infrastructure servicing, climate change resilience planning and First Nations reconciliation.

Consultation

Referrals of land use bylaws to agencies, organizations, and First Nations has been completed and the comments are summarized in the next section. Statutory notification of the proposed land use bylaw will be made in accordance with Section 466 of the *Local Government Act* and the Salt Spring Island Development Procedures Bylaw No. 304 at the time of the Public Hearing. Notification will be sent to the following agencies and organizations:

Public Agencies	Islands Trust/Local Government	First Nations*
<ul style="list-style-type: none"> ▪ BC Assessment Authority ▪ CRD – All Referrals⁺ ▪ CRD – SSI Economic Sustainability Commission ▪ CRD – SSI Building Inspection⁺ ▪ CRD – SSI Director ▪ CRD – SSI Transportation Commission ▪ CRD – Housing Secretariat ▪ Vancouver Island Health Authority⁺ 	<ul style="list-style-type: none"> ▪ 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 Bylaw Enforcement and Compliance⁺ ▪ Islands Trust – Trust Conservancy Board 	<ul style="list-style-type: none"> ▪ Cowichan Tribes ▪ Halalt First Nation ▪ Lake Cowichan First Nation ▪ Lyackson First Nation ▪ Penelakut Tribe ▪ Stz’uminus First Nation ▪ Malahat First Nation ▪ Pauquachin First Nation ▪ Tsartlip First Nation ▪ Tsawout First Nation ▪ Tseycum First Nation ▪ Semiahmoo First Nation ▪ Tsawwassen First Nation ▪ Hul’qumi’num Treaty Group (<i>for information only</i>)
	Community Agencies/Groups	
	<ul style="list-style-type: none"> ▪ BC Ambulance Service ▪ North Salt Spring Waterworks District⁺ ▪ RCMP 	

	<ul style="list-style-type: none"> ▪ SSI Fire-Rescue ▪ SSI Advisory Planning Commission ▪ SSI Agricultural Advisory Planning Commission* ▪ Housing Action Program Task Force 	<ul style="list-style-type: none"> ▪ Te’Mexw Treaty Association (for information only) <p><i>*And others as determined by SIPA & Ministry of Municipal Affairs</i></p>
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Housing Action Task Force

On June 2, 2022, the Housing Action Task Force made the following recommendation to the SS LTC. It was **MOVED** and **SECONDED**

“That the Salt Spring Island Housing Action Program Task Force recommends to the Salt Spring Island Local Trust Committee that the proposed Bylaw No. 530 proceed, subject to the following recommendations:

- That it be introduced to all zones.
- That there be no minimum lot size restriction for detached accessory dwelling units.”

CARRIED

On March 3, 2022, the Housing Action Task Force made the following recommendation to the SS LTC. It was **MOVED** and **SECONDED**

“That in order to increase the uptake of Bylaw No. 528 so that the numbers of dwellings permitted translate to actual built and lived in affordable rental units, and to give maximum opportunity to property owners with intent to rent long term to make use of existing buildings, the Housing Action Program Task Force recommend that the Salt Spring Island Local Trust Committee:

- a. *Adopt the suggested definition of Accessory Dwelling Units in the draft bylaw, recognizing that this includes suites, suites in accessory buildings and cottages. All of these types of dwellings are accessory to the principal residence and all have a comparable environmental impact;*
- b. *Respect the limitations on numbers of suites and cottages permitted that is described in the current Official Community Plan by limiting the total numbers of Accessory Dwelling Units to the total numbers already permitted by the suites pilot Bylaw No. 471 and the cottages pilot Bylaw No. 512, but distributing them island wide in all zones, on a first come first serve basis to property owners expressing intent to rent long term according to defined conditions such as:*
 - *Intent to rent long term;*
 - *Using existing unit or begin building permit within 2 years;*
 - *Use of alternative water supply where existing supply is a concern;*
 - *Adequate waste treatment;*
- c. *Request the resources necessary to create and maintain a registry of Accessory Dwelling Units. (Note direction from OCP section B.2.2.2.13 n. “The Local Trust Committee will consider an annual registration system in order to remain informed about the number and location of occupied suites” OCP Section B.2.2.2.14 contains a similar quote regarding cottages);*
- d. *Require an automatic review of the allotted quota of Accessory Dwelling Units after the release of each new provincially mandated Housing Needs Assessment (every 5 years) and increase the quota incrementally if needed.”*

CARRIED

Agencies

In addition to the formal referral process, staff forwarded the bylaw to the Technical Working Group, which consisting of staff from various ministries, Salt Spring Water District, and CRD. Some of the comments provided are summarized below (agency referral responses are attached in Appendix 4).

Water/Sewer

Islands Health indicated no concerns about allowing accessory dwelling units on the island, but pointed out that all drinking water systems serving more than one single-family residence are subject to the Drinking Water Protection Act (DWPA) and Drinking Water Protection Regulation (DWPR) requirements. Where a secondary suite or accessory dwelling cannot connect to an existing community water system or drinking water system approved by the Health Authority, the owner is required to:

- Obtain construction and operating permits.
- Provide potable water to all users of the system.
- Meet the provincial treatment objectives depending on the source water.
- Monitor the water quality according to the DWPR and the Drinking Water Officer (DWO).

Furthermore, property owners must also ensure that sewage produced from secondary suites or accessory dwellings is discharged into a permitted sewage holding tank, sewerage system, or municipal sewer and does not create a health hazard per the Sewerage System Regulation (SSR). Construction on sewerage systems must be done by an Authorized Person (AP) as defined in the SSR.

Code Requirements

Both the CRD and Salt Spring Fire and Rescue pointed out that all accessory dwellings units, regardless of type, and including all existing accessory buildings being converted to residential use, must conform to the Fire and Building Codes. CRD Inspection also stated that all ADUs will require registration through BC Housing Licensing-consumer services (HPO), and all roof water for potable water will require approval by a Professional Engineer.

First Nations

The SS LTC received limited responses from First Nations on the proposed bylaw with a couple of Nations indicated no concerns with the proposed bylaw, while Lyackson First Nations commented that the proposed bylaw lack mechanism to promote and support the housing needs of Indigenous peoples, and have concerns with the potential adverse impact on the environment and cultural heritage. Tsawout Nation requires additional time for review of the bylaw.

Statutory Requirements

The SS LTC is required to hold a public hearing prior to consideration of third reading.

In addition to the comments received as part of the referral process, the SS LTC has received quite a few correspondences regarding the proposed bylaws since the inception of the process. Correspondence can be reviewed in the Public Correspondence tab under the Housing Action Program – Accessory Dwelling Units (ADUs) link below:

<https://islandstrust.bc.ca/island-planning/salt-spring/projects/>

Correspondence may be sent to ssiinfo@islandstrust.bc.ca.

Rationale for Recommendation

Proposed Bylaw 530 has been referred to relevant agencies and organizations with no changes recommended; with the addition to the revision on building code requirement in response to comments relating to building and fire codes requirements, and the provision of water and sewer.

Alternatives

The Salt Spring Island Local Trust Committee may consider the following options:

1. SS LTC may choose to phase the effort in addressing the affordable housing issue by piloting ADUs in a specific area/zone before broaden ADUs to additional neighbourhoods. Resolutions to this option will be read as follow:
 - *That the Salt Spring Island Local Trust Committee requests staff to revise proposed Bylaw No.530 to pilot ADUs in the following area/zone:*

- Area X or
- Zone X

2. Postpone Bylaw No. 530 Accessory Dwelling Units second reading and request staff to revise the draft bylaw further and return to SS LTC for consideration. Resolutions to this option will be read as follow:
 - *That the Salt Spring Island Local Trust Committee requests staff to revise proposed Bylaw No.530 to address the following items:*
 - *A, b, and c.....*

NEXT STEPS

- Conduct an open house/information meeting on the draft bylaw
- Prepare final draft with changes and comments brought forward at second reading and the open house.
- Prepare for the public hearing process.
- Prepare for third reading.

Submitted By:	Louisa Garbo, Acting Regional Planning Manager	July 4, 2022
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ATTACHMENTS

- Appendix 1 Draft SS LTC Bylaw No. 530 Accessory Dwelling Units V1
- Appendix 2 Draft SS LTC Bylaw No. 530 Accessory Dwelling Units V2
- Appendix 3 Islands Trust Policy Statement Checklist
- Appendix 4 SS OCP Policy Review
- Appendix 5 Agencies’ Comments
- Appendix 6 First Nations’ Comments

DRAFT

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 530

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW NO. 355, 1999

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

1. Citation

This bylaw may be cited for all purposes as “Salt Spring Island Local Trust Committee, Bylaw No. 355. Land Use Bylaw, 1999, Amendment No. 1, 2022”.

2. Salt Spring Island Local Trust Committee Bylaw No. 355, cited as “Salt Spring Island Land Use Bylaw, 1999,” is amended as follows:

2.1 By adding the following to Section 1.1 Definitions:

“Accessory Dwelling Unit” means a *dwelling unit accessory to a single-family dwelling unit* intended as an independent and separate unit which contains its sleeping, living, cooking and sanitary facilities, and its own independent entrance. *Accessory dwelling units* may be contained within the *principal single-family dwelling unit* or located as a detached *accessory structure*. For the purpose of this bylaw, *accessory dwelling units* include *secondary suites*, tiny homes, garden suites, seasonal cottages or *full-time rental cottages* that can be placed in or adjacent to an existing or new *dwelling unit* on the same lot. *Accessory dwelling unit* does not include recreational vehicles, or detached *accessory dwelling units* on wheels.

2.2 By deleting Schedule “1” Secondary Suites Map

2.3 By replacing Section 3.14 “Seasonal Cottages” and Section 3.15 “Full-Time Rentals Cottages” with the following:

3.14 DETACHED ACCESSORY DWELLING UNITS

3.14.1 A detached *accessory dwelling unit* is permitted provided that:

- (1) no detached *accessory dwelling units* may be constructed or occupied on a *lot* less than 1.2 hectares in area;
- (2) no detached accessory dwelling units may be constructed on a lot with a *duplex* or *multi-family dwelling unit*;
- (3) the maximum *floor area* of a detached *accessory dwelling unit* is 90 square metres;
- (4) a detached *accessory dwelling unit* is not located within a portion of a *lot* that is identified as a Community Well Capture Zone on Map 22 of the Salt Spring Island Official Community Plan;

- (5) a detached *accessory dwelling unit* is not located within an existing *community water system*, except, where alternative *potable* water supply, in compliance with this bylaw, is provided; or, written confirmation from the operator of the *community water system* that the site has sufficient capacity to supply the *secondary suite*;
- (6) a detached *accessory dwelling unit* must not be operated as a *Bed and Breakfast home-based business*, nor rented on a *temporary* basis.

3.14.2 There is a maximum of one detached *accessory dwelling unit* permitted per *lot*.

3.14.3 A detached *accessory dwelling unit* must not have a *basement*.

3.14.4 A detached *accessory dwelling unit*, including any stairs, decks or porches or other *structures* that are attached to the unit or that function as part of the unit, is not to be located within 6 metres of any other *building* on a *lot*.

3.14.5 A detached *accessory dwelling unit* may be a *mobile home* or a *manufactured home*.

2.4 By replacing Section 3.16 “Secondary Suites” with the following:

3.15 SECONDARY SUITES

3.15.1 *Secondary Suites* are permitted only within, or attached to a permitted *principal single-family dwelling unit* provided that:

- (1) the *principal single-family dwelling unit* or the *secondary suite* is occupied by the owner of the property or a person other than the owner who has responsibility for managing the property, including dealing with complaints of neighbours arising from the occupancy of the property; and
- (3) the *secondary suite* is not located within a portion of a *lot* that is identified as a Community Well Capture Zone on Map 22 of the Salt Spring Island Official Community Plan;
- (4) the *secondary suite* is not located within an existing *community water system*, except, where alternative *potable* water supply, in compliance with this bylaw, is provided; or, written confirmation from the operator of the *community water system* that the site has sufficient capacity to supply the *secondary suite*; and
- (5) a *secondary suite* is not operated as a *Bed and Breakfast home-based business*, nor rented on a *temporary* basis.

3.15.2 The entrance to a *secondary suite* from the exterior of the *building* must be separate from the entrance to the *principal dwelling unit*.

3.15.3 The maximum *floor area* of a *secondary suite* is forty per cent (40%) of the *floor area* of the *principal dwelling unit* and up to a maximum of ninety square metres of *floor area*.

3.15.4 A *secondary suite* must not be *subdivided* from the *principal dwelling unit* under the Land Title Act or the Strata Property Act.

2.5 By adding to the table under Subsection 9.9.1 “Permitted Uses of Land, Buildings, and Structures” with the following:

	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10	R11	R12
Principal Uses, Buildings and Structures												
Accessory Uses												
<i>Detached Accessory Dwelling Units, subject to Section 3.14</i>							◆	◆	◆			
<i>Secondary Suites, subject to Section 3.15</i>	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆
<i>Home-based businesses, subject to Section 3.13</i>	◆	◆	◆	◆	◆	◆	◆	◆	◆			

2.6 By adding to the table under Subsection 9.10.1 “Permitted Uses of Land, Buildings and Structures” with the following:

	R	RU1	RU2	RU3	RW1	RW2	Ri
Principal Uses, Buildings and Structures							
Accessory Uses							
<i>Detached Accessory Dwelling Units, subject to Section 3.14</i>	◆	◆		◆			
<i>Secondary Suites, subject to Section 3.15</i>	◆						
<i>Home-based business use, subject to Section 3.13</i>	◆	◆	◆	◆	◆	◆	◆

2.7 By deleting Section 9.9.4 Exceptions in Particular Locations “Zone Variation R7(a)”

2.8 By deleting Section 9.10.4 Exceptions in Particular Locations “Zone Variation R(f)”

2.9 By deleting Section 9.10.4 Exceptions in Particular Locations “Zone Variation RU1(f)”

3.0 This bylaw should replace all mentions of *full-time rental cottages*, and *seasonal cottages* with *accessory dwelling units*.

3.1 This bylaw should be in harmony with the proposed bylaw No. 526 which deletes any mention of *seasonal cottages* from the Agriculture zones.

And by making consequential numbering alterations to effect this change.

READ A FIRST TIME THIS _____ DAY OF _____ 20_____

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_____

ADOPTED THIS _____ DAY OF _____ 20_____

Chair

Secretary

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 530

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW NO. 355, 1999

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

1. Citation

This bylaw may be cited for all purposes as “Salt Spring Island Local Trust Committee, Bylaw No. 355. Land Use Bylaw, 1999, Amendment No. 1, 2022”.

2. Salt Spring Island Local Trust Committee Bylaw No. 355, cited as “Salt Spring Island Land Use Bylaw, 1999,” is amended as follows:

2.1 By replacing the definition on “full-time rental cottage” with the following in Section 1.1 “Definitions:”

“accessory Dwelling Unit” means a *dwelling unit accessory* to a *single-family dwelling unit* intended as an independent, separate unit, and subordinate to the principal structure, which contains sleeping, living, cooking and sanitary facilities, and its own independent entrance. Despite the definitions of “*dwelling unit*” and “*residential*” in this Bylaw. *Accessory dwelling units* may include *secondary suites*, tiny homes, garden suites, seasonal cottages or *full-time rental cottages*.

2.2 By deleting Schedule “I” Secondary Suites Map

2.3 By replacing Section 3.14 “Seasonal Cottages” and Section 3.15 “Full-Time Rentals Cottages” with the following:

3.14 DETACHED ACCESSORY DWELLING UNITS

3.14.1 In zones where a detached *accessory dwelling unit* is permitted, the following regulations apply:

- (1) the detached *accessory dwelling unit* is not located within a portion of a *lot* that is identified as a Community Well Capture Zone on Map 22 of the Salt Spring Island Official Community Plan;
- (2) the detached *accessory dwelling unit* is not located within a *community water system*, except where written confirmation from the operator of the *community water system* is provided that the site has sufficient capacity to supply the detached *accessory dwelling unit*;
- (3) the detached *accessory dwelling unit* must not be operated as a *Bed and Breakfast home-based business*, nor rented on a *temporary* basis.

- (4) the detached *accessory dwelling unit* is only permitted where the owner of the lot has registered a covenant under section 219 of the Land Title Act against title to the lot in favour of the Salt Spring Island Local Trust Committee restricting the use of the detached *accessory dwelling unit* as long-term rental housing

- 3.14.2 A building permit must be obtained for the detached *accessory dwelling unit* to satisfy all code requirements;
- 3.14.3 The maximum height of a detached accessory dwelling unit is 7 metres;
- 3.14.4 The maximum *floor area* of a detached *accessory dwelling unit* is 56 square metres on *lots* less than 1.2 hectares in area;
- 3.14.5 The maximum *floor area* of a detached *accessory dwelling unit* is 90 square metres on lots greater than 1.2 hectares;
- 3.14.6 Only one detached *accessory dwelling unit* or one secondary suite shall be permitted per lot;
- 3.14.7 The detached *accessory dwelling unit* can be freestanding or combined with an accessory building;
- 3.14.8 The detached *accessory dwelling unit* must not have a *basement*;
- 3.14.9 The detached *accessory dwelling unit*, including any stairs, decks or porches or other *structures* that are attached to the unit, or that function as part of the unit, should not be located within 6 metres of any other *building* on a *lot*;
- 3.14.10 Detached *accessory dwelling units* do not include recreational vehicles, or detached *accessory dwelling units* on wheels;
- 3.14.11 A detached *accessory dwelling unit* must not be subdivided from the principal dwelling unit under the Land Title Act or the Strata Property Act.

2.4 By replacing Section 3.16 “Secondary Suites” with the following:

3.15 SECONDARY SUITES

3.15.1 *Secondary Suites* are permitted only within a permitted *principal single-family dwelling unit* provided that:

- (1) the *secondary suite* is not located within a portion of a *lot* that is identified as a Community Well Capture Zone on Map 22 of the Salt Spring Island Official Community Plan;
- (2) the *secondary suite* is not located within a *community water system*, except where written confirmation from the operator of the *community water system* is provided that the site has sufficient capacity to supply the *secondary suite*; and
- (3) the *secondary suite* is not operated as a *Bed and Breakfast home-based business*, nor rented on a *temporary* basis.

- 3.15.2 Only one secondary suite or one detached *accessory dwelling unit* shall be permitted per lot;
- 3.15.3 The entrance to a *secondary suite* from the exterior of the *building* must be separate from the entrance to the *principal dwelling unit*.
- 3.15.4 A building permit must be obtained for the secondary suite to satisfy all code requirements;
- 3.15.5 The maximum *floor area* of a *secondary suite* is 90 square metres.
- 3.15.6 A secondary suite must not be subdivided from the principal dwelling unit under the Land Title Act or the Strata Property Act.

2.5 By adding to the table under Subsection 9.9.1 “Permitted Uses of Land, Buildings, and Structures” with the following:

	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10	R11	R12
Principal Uses, Buildings and Structures												
Accessory Uses												
<i>Detached Accessory Dwelling Units, subject to Section 3.14</i>							◆	◆	◆			
<i>Secondary Suites, subject to Section 3.15</i>			◆		◆	◆	◆	◆	◆	◆		
<i>Home-based businesses, subject to Section 3.13</i>	◆	◆	◆	◆	◆	◆	◆	◆	◆			

2.6 By adding to the table under Subsection 9.10.1 “Permitted Uses of Land, Buildings and Structures” with the following:

	R	RU1	RU2	RU3	RW1	RW2	Ri
Principal Uses, Buildings and Structures							
Accessory Uses							
<i>Detached Accessory Dwelling Units, subject to Section 3.14</i>	◆	◆		◆			1
<i>Secondary Suites, subject to Section 3.15</i>	◆						
<i>Home-based business use, subject to Section 3.13</i>	◆	◆	◆	◆	◆	◆	◆

¹A seasonal cottage will be the only permitted type of detached *accessory dwelling units* in the Ri zone.

2.7 By adding a change to the table under Subsection 7.1.5 “Minimum Number of Parking Spaces for Automobiles, Disabled Parking and Bicycles” with the following:

TABLE 3 MINIMUM NUMBER OF PARKING SPACES FOR AUTOMOBILES, DISABLED PARKING AND BICYCLES			
LAND USE	Number of Automobile Parking Spaces Required	Number of required Automobile Parking Spaces which must be designed for use by the disabled	Number of Bicycle Parking Spaces Required
RESIDENTIAL			
<i>Single-family dwelling</i>	2 per unit	0	0
<i>Detached Accessory Dwelling Unit or Secondary Suite</i>	1 per unit	0	0

2.8 This bylaw should replace all mentions of *seasonal cottages* and *full-time rental cottages*, with detached *accessory dwelling units*.

2.9 This bylaw should be in harmony with the proposed bylaw No. 526 which deletes any mention of *seasonal cottages* from the Agriculture zones.

And by making consequential numbering alterations to effect this change.

READ A FIRST TIME THIS _____ DAY OF _____ 20_____

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_____

ADOPTED THIS _____ DAY OF _____ 20_____

Chair

Secretary

PROPOSED

RELEVANT POLICY STATEMENTS TO DRAFT BYLAW No. 530

No.	DIRECTIVE POLICY
3.1	Ecosystems
3.1.3 Both SS OCP/LUB contain policies and regulatory requirements to address this policy and the ADUs as an accessory use will continue to comply with the development standards in the LUB	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
3.1.4 Both SS OCP/LUB contain policies and regulatory requirements to address this policy and the ADUs as an accessory use will continue to comply with the development standards in the LUB	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
3.1.5 Both SS OCP/LUB contain policies and regulatory requirements to address this policy and the ADUs provide infill housing and will continue to comply with the development standards in the LUB	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
3.2	Forest Ecosystems
3.2.2 The proposed bylaw intends to provide infill housing in permitted single-family lots	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
3.3	Freshwater and Wetland Ecosystems and Riparian Zones
3.3.2 ADUs will only be allowed where single-family dwellings are allowed, and must comply with the land use bylaw and code requirements	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
3.4	Coastal and Marine Ecosystems
3.4.4 ADUs will only be allowed where single-family dwellings are allowed, and must comply with the land use bylaw and code requirements	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
3.4.5 ADUs will be required to comply with all development standards as the principal single-family dwellings	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.
No.	DIRECTIVE POLICY
4.1	Agricultural Land
4.1.4 ADUs will not alter existing SS OCP policies and LUB as they relate to this policy	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
4.1.5 ADUs will not alter existing SS OCP policies and LUB as they relate to this policy	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
4.1.6 ADUs will not alter existing SS OCP policies and LUB as they relate to this policy	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.
No.	DIRECTIVE POLICY

4.1.7 ADUs will not alter existing SS OCP policies and LUB as they relate to this policy	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture.
4.1.8 ADUs will not alter existing SS OCP policies and LUB as they relate to this policy	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
4.1.9 ADUs will not alter existing SS OCP policies and LUB as they relate to this policy	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
4.2	Forests
4.2.6 ADUs will not alter existing SS OCP policies and LUB as they relate to this policy	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
4.2.7 ADUs will not alter existing SS OCP policies and LUB as they relate to this policy	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
4.2.8 ADUs will not alter existing SS OCP policies and LUB as they relate to this policy	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.
No.	DIRECTIVE POLICY
4.3	Wildlife and Vegetation
4.4	Freshwater Resources
4.4.2 ADUs are subject to the building permit process which include provision of potable water	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
4.4.3 ADUs must comply with development standards in the LUB and applicable code requirements that is relevant to this policy	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
4.5	Coastal Areas and Marine Shorelands
4.5.8 Both SS OCP/LUB contain policies and regulatory requirements to address this policy and the ADUs will continue to comply with the development standards in the LUB and will not impact this policy	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
4.5.9 Both SS OCP/LUB contain policies and regulatory requirements to address this policy and the ADUs will continue to comply with the development standards in the LUB and will not impact this policy	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
4.5.10 ADUs will be required to comply with all development standards as the principal single-family dwellings	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
4.5.11 Both SS OCP/LUB contain policies and regulatory requirements to address this	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the

policy and the ADUs will continue to comply with the development standards in the LUB and will not impact this policy	sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
4.6	Soils and Other Resources
Both SS OCP/LUB contain policies and regulatory requirements to address this policy and the ADUs will continue to comply with the development standards in the LUB	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.
No.	DIRECTIVE POLICY
5.1	Aesthetic Qualities
5.1.3 Both SS OCP/LUB contain policies and regulatory requirements to address this policy and the ADUs will continue to comply with the development standards in the LUB	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 Both SS OCP/LUB contain policies and regulatory requirements to address this policy and the ADUs will continue to comply with the development standards in the LUB	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 ADUs will only be allowed where single-family dwellings are allowed, intends to offer infill housing	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 The information note in B.2.1 of the SS OCP stated that the number of dwelling units that could be built on Salt Spring Island under current residential zoning is estimated to be about 8150 which does not include seasonal cottages and suites, the proposed ADUs will not consider inconsistent with the SS OCP, however, future amendment to the OCP should provide more clarity in the housing policy on diverse housing options	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
5.2.6 Both SS OCP/LUB contain policies and regulatory requirements to address this policy and the ADUs will continue to comply with the development standards in the LUB	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
5.3	Transportation and Utilities
5.3.4 Both SS OCP/LUB contain policies and regulatory requirements to address this policy and ADUs will not impact this policy	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
5.3.5 Both SS OCP/LUB contain policies and regulatory requirements to address this policy and ADUs will not impact this policy	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
5.3.6 Both SS OCP/LUB contain policies and regulatory requirements to address this policy and ADUs will not impact this policy	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local

Both SS OCP/LUB contain policies and regulatory requirements to address this policy and ADUs will not impact this policy	and inter-community transportation systems that reduce dependency on private automobile use.
5.4	Disposal of Waste
5.4.4 Both SS OCP/LUB contain policies and regulatory requirements to address this policy and the ADUs will continue to comply with the development standards in the LUB	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.
No.	DIRECTIVE POLICY
5.5	Recreation
5.5.3 ADUs will not impact this policy	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
5.5.4 Both SS OCP/LUB contain policies and regulatory requirements to address this policy and the ADUs will continue to comply with the development standards in the LUB	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
5.5.5 Both SS OCP/LUB contain policies and regulatory requirements to address this policy and the ADUs will continue to comply with the development standards in the LUB	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
5.5.6 Both SS OCP/LUB contain policies and regulatory requirements to address this policy and the ADUs will continue to comply with the development standards in the LUB	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
5.5.7 ADUs will not impact this policy	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
5.6	Cultural and Natural Heritage
5.6.2 Both SS OCP/LUB contain policies and regulatory requirements to address this policy and the ADUs will continue to comply with the development standards in the LUB	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
5.6.3 Both SS OCP/LUB contain policies and regulatory requirements to address this policy and the ADUs will continue to comply with the development standards in the LUB	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 The provision of ADUs on the island intends to provide housing options to help address the housing shortage issues and help providing housing options for the workforce	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
5.8	Health and Well-being
5.8.6 The provision of ADUs on the island intends to provide housing options to help address the housing shortage issues	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.

OFFICIAL COMMUNITY PLAN No. 434 ON BYLAW 531

Complies	Relevant OCP Objectives and Policies
YES	Objective A.4.4.4 To preserve and protect human diversity in our community by ensuring that the island's people are accommodated by a broad spectrum of appropriate and accessible housing and facilities, transportation choices, service opportunities and choices of livelihood, with a local focus to minimize transportation needs.
YES	Policy A.5.2.5 The Local Trust Committee should not make zoning changes that would result in more development or greater impacts on areas identified as Environmentally Sensitive.
YES	Policy A.5.2.9 The Local Trust Committee will continue to use Development Permit Area designations for protection of the natural environment to protect watersheds used for community surface water supplies or within the capture zone of community water supply wells. Zoning changes should not be made so that more development would be located in these areas. Development permit area guidelines should encourage subdivision layouts that avoid impacts on these areas. Stewardship on the part of property owners and other agencies will also be encouraged.
YES	Policy A.6.2.2 The Local Trust Committee will consider the energy efficiency attributes and climate change adaptation and mitigation impacts in all rezoning applications that propose an increase in density or significant change of use.
Informational Statement But has been used as a population project guideline	Background Note: There are approximately 5800 residential lots on Salt Spring Island (2007). While approximately 1300 of these are vacant, local zoning allows for the construction of a single family dwelling on each of them. Of the existing residential parcels, many are large enough that they can be further subdivided under the existing local subdivision bylaw. A few are zoned for multi-family use. All told, the number of dwelling units (not including seasonal cottages and suites) that could be built on Salt Spring Island under current residential zoning is estimated to be about 8150. The eventual population of Salt Spring Island that might result from the zoning now in place is estimated to be a little over 17,000.
YES	Objective B.2.1.1.1 To support a mix of housing types in appropriate locations without compromising protection of the natural environment.
YES	Objective B.2.1.1.3 To acknowledge that a framework that limits growth may restrict housing choices as supply is limited; to respond to the challenge of fostering socioeconomic diversity within such a framework.
Yes	Policy B.2.1.2.1 Zoning changes should be avoided if they would likely result in a larger island population than is expected under the development potential zoned in 2008. Exceptions to this policy are to be few and minor and only to achieve affordable housing and other objectives of this Plan.
YES	Policy B.2.2.1.1 To provide opportunities for the creation of affordable, rental and special needs housing.
YES	Policy B.2.2.1.2 To integrate affordable, rental and special needs housing into appropriate residential areas where community services are most accessible.
YES	Policy B.2.2.1.5 To cooperate with senior governments, the Capital Regional District, housing industry, funding sources and community organisations to provide affordable, rental and special needs housing on Salt Spring Island.
YES	Policy B.2.2.2.15 The Local Trust Committee may give consideration to amending the Land Use Bylaw to allow secondary suites in dwellings as affordable housing under certain circumstances. Any initiative to allow suites should address the following criteria: a. A maximum of one suite is allowed per dwelling. b. The owner occupies either the principal dwelling or the suite. c. Suites should only be allowed in areas with an adequate supply of potable water. d. Suites should not be allowed in areas that are community water system supply watersheds or in community well capture zones. e. New construction of dwellings with suites in areas containing sensitive ecosystems or areas that are hazardous for development should be managed by development permit. f. The use of suites will not be for short-term rental, in accordance with the Land Use Bylaw. g. Regulations should limit suites to 40% of the floor area of the principal dwelling and no more than 90 m ² of floor area.

	<p>h. Building safety and waste disposal issues are addressed through compliance with the B.C. Building Code and applicable health standards.</p> <p>i. The Local Trust Committee will consider the use of housing agreements and other measures to ensure that suites are affordable and to address occupancy.</p> <p>j. The Local Trust Committee will work with the Capital Regional Housing Corporation on the administration of housing agreements in order to implement this policy.</p> <p>k. The Local Trust Committee should coordinate implementation of zoning changes with Capital Regional District Building Inspection and the Vancouver Island Health Authority.</p> <p>l. The Local Trust Committee may also consider limits on the numbers and location of secondary suites to minimize dependency on private automobiles.</p> <p>m. The Local Trust Committee will make zoning changes incrementally and monitor changes in order to have the effect of limiting the overall number of suites on the island.</p> <p>n. The Local Trust Committee will consider an annual registration system in order to remain informed about the number and location of occupied suites.</p>
YES	<p>Policy B.2.2.2.16 Seasonal cottages should continue to be allowed wherever they are allowed by current zoning. The Local Trust Committee may also consider amending the Land Use Bylaw to allow the use of seasonal cottages as full time affordable rental housing units in certain areas. In order to encourage housing for families, the Land Use Bylaw may be amended to permit cottages with a maximum floor area of 90 m2 on lots 2 hectares or larger in area, while retaining the existing floor area limits on cottages on lots between 1.2 hectares and 2 hectares in area. Any amendment to zoning to allow cottages to be used as full time residences should address the following criteria:</p> <p>a. Full time residence of cottages should only be allowed in areas with an adequate supply of potable water.</p> <p>b. Full time residence of cottages should not be allowed in areas that are community water system supply watersheds or in community well capture zones.</p> <p>c. New construction of cottages for full time residence should be not allowed in areas containing sensitive ecosystems or areas that are hazardous for development.</p> <p>d. The use of cottages will not be for short-term rental in accordance with the Land Use Bylaw.</p> <p>e. Building safety and waste disposal issues are addressed through compliance with the B.C. Building Code and applicable health standards.</p> <p>f. The Local Trust Committee will consider the use of housing agreements and other measures to ensure that cottages are affordable and to address occupancy.</p> <p>g. The Local Trust Committee will work with the Capital Regional Housing Corporation on the administration of housing agreements in order to implement this policy.</p> <p>h. The Local Trust Committee should coordinate implementation of zoning changes with Capital Regional District Building Inspection and the Vancouver Island Health Authority.</p> <p>i. The Local Trust Committee may also consider limits on the location of cottages to minimize dependency on private automobiles.</p> <p>j. The Local Trust Committee will make zoning changes incrementally and monitor changes in order to have the effect of limiting the overall number of full-time units on the island.</p> <p>k. The Local Trust Committee will consider an annual registration system in order to remain informed about the number and location of occupied cottages.</p>
YES	<p>Policy B.2.2.2.22 The Local Trust Committee could consider other innovative strategies that would increase the community's supply of affordable housing, including, but not limited to, consideration of rezoning applications that would permit additional dwellings where the floor area of the dwellings is limited, energy and water efficient design is implemented, and sensitive ecosystems are protected.</p>
YES	<p>Objectives B.2.5.1.1 To continue to provide adequate land zoned for medium density residential use and other traditional and compatible rural land uses</p>
YES	<p>Policy B.2.5.2.2 Zones within the Rural Neighbourhoods Designation will continue to allow medium density residential development and the other rural uses allowed by existing zoning. Existing commercial and general employment zones will remain, but exceptionally large new commercial or general employment developments should not be allowed in this Designation. Existing zones that allow higher densities, smaller lots and multifamily use will also remain.</p>
YES	<p>Objectives B.8.2.1.1 To continue to allow very low density residential use and other kinds of low impact development that will sustain the watershed recharge areas, wildlife habitat, forest resource, sensitive environments, open space and recreational potential of lands in the Uplands Designation.</p>
Complies	Other Relevant OCP Objectives and Policies

YES	Policy C.3.1.1.1 To ensure that the potential water demand of development within community water systems does not exceed the licensed capacity, or the amount of water that can be safely withdrawn from each system's water source.
MAYBE	Policy C.3.1.1.2 To reduce, delay or avoid the impacts of withdrawing additional water from surface water bodies.
MAY BE	Policy C.3.1.1.3 To encourage a variety of conservation methods in all community water systems.
YES	<p>Policy C.3.2.2.2 In addition to policy C.3.2.2.1, the Local Trust Committee should not make zoning changes within the North Salt Spring Waterworks District that could mean that water will not be available (under the District's existing license) for the following projects (in order of priority):</p> <ul style="list-style-type: none"> a. essential services such as hospitals and schools needed within the district to serve the island's projected population. b. special needs and affordable housing needed by the community <p>The Local Trust Committee could make an exception to this policy so that one of the above projects could proceed before another of higher priority. However, it must be satisfied that the District will receive a sufficiently larger water license in time to serve the higher priority project when it is needed.</p>
MAY BE	Policy C.3.2.2.5 The Local Trust Committee will continue to cooperate with community water system operators to ensure water supply issues are considered before zoning changes are made. The Committee should also continue to assist in the development of better estimates of projected water demands and supply potential. The Committee could consider zoning changes that would limit land uses with a high water demand. The Committee particularly recognizes that this Plan could critically affect the North Salt Spring Waterworks District's ability to meet future needs and will cooperate with the District to address this issue.
MAY BE	Policy C.3.3.2.1 To protect groundwater recharge areas, zones in the upland areas of the island will continue to allow only a low density of development. The Local Trust Committee may consider undertaking or supporting further analysis of groundwater recharge areas on the island, including the creation of a groundwater conservation strategy. The transfer of development potential to other parts of the island will be encouraged.

From: McKelvey, Laura <Laura.McKelvey@islandhealth.ca>
Sent: Tuesday, May 24, 2022 1:55 PM
To: SSIInfo <ssiinfo@islandstrust.bc.ca>
Subject: RE: Referral of Salt Spring Island Local Trust Committee Proposed Bylaw No. 530 - Accessory Dwelling Units

Good afternoon,

Please find comments from Island Health regarding the Bylaw 530 attached to this email.

If you have any questions, please feel free to contact me at 250-519-3401 ext. 32287.

Kind regards,

Laura McKelvey, BSc, BTech, CPHI(C)
Environmental Health Officer | Island Health
Gateway Village Health Unit #201-771 Vernon Avenue Victoria, BC V8X 5A7

Phone: 250.519.3401 ext: 32287
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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

Please note that drinking water systems serving more than one single-family residence are subject to the requirements in the Drinking Water Protection Act (DWPA) and Drinking Water Protection Regulation (DWPR). Where a secondary suite or accessory dwelling cannot connect to an existing community water system or drinking water system approved by the Health Authority, the owner is required to:

- Obtain construction and operating permits.
- Provide potable water to all users of the system.
- Meet the provincial treatment objectives depending on the source water.
- Monitor the water quality according to the DWPR and the Drinking Water Officer (DWO).

Property owners must also ensure that sewage produced from secondary suites or accessory dwellings is discharged into a permitted sewage holding tank, sewerage system, or municipal sewer and does not create a health hazard per the Sewerage System Regulation (SSR). Construction on sewerage systems must be done by an Authorized Person (AP) as defined in the SSR.

Salt Spring Island Trust Area

(Island)



(Signature)

May 20, 2022

(Date)

530

(Bylaw Number)

Environmental Health Officer

(Title)

Island Health

(Agency)

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)

J. Chonk

(Signature)

530

(Bylaw Number)

Jas Chonk, Legislative Clerk
(Title)

May 26, 2022
(Date)

North Pender Island Local Trust Committee
(Agency)

From: Aggie Chan <AChan@crd.bc.ca>
Sent: Thursday, June 23, 2022 1:33 PM
To: SSIInfo <ssiinfo@islandstrust.bc.ca>
Subject: Referral of Salt Spring Island Local Trust Committee Proposed Bylaw No. 530 - Accessory Dwelling Units

Hi Louisa,

In regards to the above mentioned referral, CRD has no comment/interests deemed unaffected by this application.

Thank you!

Regards,

Aggie Chan
Senior Administrative Secretary | Real Estate Services
Capital Regional District
625 Fisgard Street, Victoria, BC, Canada V8W 1R7
T: 250.360.3176 | E: achan@crd.bc.ca



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From: Tracy Fleming <Tracy.Fleming@cowichantribes.com>
Sent: Friday, May 13, 2022 2:28 PM
To: Daniela Murphy
Cc: Louisa Garbo
Subject: Re: Referral of Salt Spring Island Local Trust Committee Proposed Bylaw No. 530 - Accessory Dwelling Units

Good afternoon,

At this time, Cowichan Tribes has no comments on this referral.

*Tracy Fleming, M.Sc.
Lead Referrals Coordinator
Lands and Self-Governance ~ Lulumexun
Cowichan Tribes
5762 Allenby Road
Duncan, BC V9L 5J1
NEW Phone number! 1-236-800-4023 (x 6019)
Cell: 250-418-0571*

Note that due to COVID-19 pandemic I will be working from home indefinitely, as a result there may be delays in responses.

Mukuw' stem 'i' utunu tumuhw, 'o' huliitun tst, mukw' stem 'i' utunu tumuhw 'o' shiilhukw 'ul
Everything on this Earth is what sustains us, everything on this Earth is connected together.
(*Quw'utsun* Teaching)

Please consider the environment before printing this message.

PRIVILEGE & CONFIDENTIALITY NOTICE: The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. If you are not the intended recipient, it may be unlawful for you to read, copy, disclose or otherwise use the information on this communication. If you received this transmittal in error, please contact the sender and delete the material immediately.

From: Referrals <Referrals@Lyackson.bc.ca>
Sent: Friday, June 10, 2022 12:18 PM
To: SSIIInfo
Cc: Louisa Garbo
Subject: RE: Referral of Salt Spring Island Local Trust Committee Proposed Bylaw No. 530 - Accessory Dwelling Units
Attachments: Islands Trust - BL 530 - Area 2 - 2022-06-10.pdf

Good afternoon Louisa, and Happy Friday!

Please find attached correspondence related to the above-noted referral.

Huy ch q'a

Cristina Hoffmann
Referrals

Lyackson First Nation
8017 Chemainus Road
Chemainus BC V0R 1K5
Email: referrals@lyackson.bc.ca



Lyackson First Nation

*8017 Chemainus Road
Chemainus BC V0R 1K5
Telephone: (250) 246-5019*

Friday, June 10, 2022

Louisa Garbo
Via Email: ssiinfo@islandstrust.bc.ca

File #: BL 530
Dated: May 13, 2022
Proponent: Salt Spring Island Local Trust Committee
Location: British Columbia

Thank you for your email.

Over the past decades, Lyackson First Nation has identified concerns with the Islands Trust's approach to referrals, including, among others, the adverse effects of your policies on our interests; the environmental, cultural and historical impacts to Lyackon's rights and interests related to development decisions; the lack of funding to support site visits, impact assessments and meaningful consultation on projects; our historical exclusion from our traditional territories (including in your decision-making and governance structures); and, the lack of cumulative effects assessment related to environmental, cultural, socioeconomic and historical values. This list is not exhaustive.

As the Islands Trust is well aware, the Quw'utsun Nation member communities have a deep, rich and ongoing connection to the lands and waters of *Shiya'hwat* to which our Nation retains unceded Aboriginal rights and title. Given Island Trust's acknowledgement of the forcible dispossession of Indigenous peoples of these lands and their desire to return home to them, Islands Trust housing policies should work to facilitate that process where appropriate (i.e., working with housing developers to dedicate units to affordable housing for local Indigenous peoples). We would like to understand how the proposed bylaws specifically consider and support the housing needs of local Indigenous peoples.

We look forward to hearing from you regarding our comments.

Huy ch q'a,

This email has been sent to you on behalf and under direction of,

Cristina Hoffmann

Referrals
Lyackson First Nation

From: Halalt General Manager <director@halalt.org>
Sent: Wednesday, June 15, 2022 1:23 PM
To: Daniela Murphy
Subject: RE: Referral of Salt Spring Island Local Trust Committee Proposed Bylaw No. 530 - Accessory Dwelling Units

Halalt First Nation has no comment on the proposed bylaw.

From: SSInfo
Sent: Thursday, June 16, 2022 4:12 PM
To: Daniela Murphy
Subject: FW: Referral of Salt Spring Island Local Trust Committee Proposed Bylaw No. 530 - Accessory Dwelling Units

Follow Up Flag: Follow up
Flag Status: Flagged

Cheers,
Jenn Baddeley (*she/her/hers*)
Office Administrative Assistant
Islands Trust | T: 250-538-5609

From: Louisa Garbo <lgarbo@islandstrust.bc.ca>
Sent: Thursday, June 16, 2022 10:46 AM
To: 'Referrals' <Referrals@Lyackson.bc.ca>; SSInfo <ssiinfo@islandstrust.bc.ca>
Subject: RE: Referral of Salt Spring Island Local Trust Committee Proposed Bylaw No. 530 - Accessory Dwelling Units

Dear Cristina Hoffmann,
Thank you for your comments, we will review and revise the bylaw taking into consideration your comments. We plan to add the requirement of a housing agreement or covenant which will likely limit the number of accessory dwelling units, and subsequently limit the potential adverse impact on the environment and cultural heritage. The Salt Spring Island Local Trust Committee directed staff to draft the proposed bylaw to allow accessory dwelling units on the island, and the intent of the bylaw is to increase housing options on the island, but the LTC is aware of the cost of constructing accessory dwelling units so there may not be a lot of interest in the short term.

There is still more work to be done to address the housing crisis, such as amending the Salt Spring Island Official Community Plan to address multiple policies impacting housing, reconciliation commitments, and climate change. We will continue to keep you informed on our process and to have early conversations on other topics.

Sincerely,
Louisa

From: Referrals <Referrals@Lyackson.bc.ca>
Sent: Friday, June 10, 2022 12:18 PM
To: SSInfo <ssiinfo@islandstrust.bc.ca>
Cc: Louisa Garbo <lgarbo@islandstrust.bc.ca>
Subject: RE: Referral of Salt Spring Island Local Trust Committee Proposed Bylaw No. 530 - Accessory Dwelling Units

Good afternoon Louisa, and Happy Friday!

Please find attached correspondence related to the above-noted referral.

Huy ch q'a

Cristina Hoffmann
Referrals

Lyackson First Nation
8017 Chemainus Road
Chemainus BC V0R 1K5
Email: referrals@lyackson.bc.ca

From: Daniela Murphy <dmurphy@islandstrust.bc.ca>
Sent: May 13, 2022 2:44 PM
To: Referrals <Referrals@Lyackson.bc.ca>
Cc: Louisa Garbo <lgarbo@islandstrust.bc.ca>; Clare Frater <cfrater@islandstrust.bc.ca>
Subject: Referral of Salt Spring Island Local Trust Committee Proposed Bylaw No. 530 - Accessory Dwelling Units

For:

Karyn Scott
Consultations Coordinator
Lyackson First Nation

Dear Karyn,

Please find attached to this email referral information concerning Proposed Land Use Bylaw Amendment No. 530 regarding Accessory Dwelling Units for the Salt Spring Island Local Trust Committee's (SS LTC) "Housing Action Program" project. The Housing Action Program project was established in response to the current housing crisis.

Proposed Bylaw No. 530 seeks to amend the [Salt Spring Island Land Use Bylaw No. 355](#) by allowing all types of Accessory Dwelling Units (ADUs) to be established on Salt Spring Island in order to address the housing crisis. The Salt Spring Island Local Trust Committee has requested staff continue to analyse the impacts on water, infrastructure servicing and the environment. Additionally, staff are to consider the use of covenants to ensure long-term rental housing, as well as the impact a covenant could have in helping control the number of units to be established.

The staff report and other information regarding the project and Proposed Bylaw No. 530 can be found at: <https://islandstrust.bc.ca/island-planning/salt-spring/projects/> >> Housing Action Program >> Accessory Dwelling Units (ADUs).

We understand that there are numerous demands on your time, however, we genuinely welcome any comments you may have, whether they are site-specific or more strategic and high level. A reply is respectfully requested by **Friday, July 15, 2022**.

Should you have any questions, don't hesitate to contact Acting Regional Planning Manager Louisa Garbo at ssiinfo@islandstrust.bc.ca or 250-537-9144. Referral responses should be addressed to ssiinfo@islandstrust.bc.ca or by mail to:

Islands Trust
1 – 500 Lower Ganges Road
SSI, BC V8K 2N8

Thank you for your time and attention to this referral.

Respectfully,

Daniela Murphy

Daniela Murphy

Legislative Clerk/Deputy Secretary

Islands Trust

1-500 Lower Ganges Road | Salt Spring Island BC V8K 2N8

T 250-538-5606 | islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421

Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

I am humbly thankful to live and work in the treaty lands and territories of the BOKÉĆEN, K'ómoks, Lá'k' wəjən, Lyackson, MÁLEXEŁ, Qualicum, Quw'utsun Tribes, scəwəθən məsteyəxʷ, Scia'new, sə'ilwətaʔt, SEMYOME, shíshálh, Sḵwəwú7mesh, Snaw-naw-as, Snuneymuxw, Spune'luxutth, SḶÁUTW, Stz'uminus, †aʔəmen, toq qaymíxʷ, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOLÉŁP, WSIKEM, Xeláltxw, Xwémalhkwu/ʔop qaymíxʷ, and xʷməθkʷəjəm.

PROPOSED

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 530

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW NO. 355, 1999

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

1. Citation

This bylaw may be cited for all purposes as “Salt Spring Island Local Trust Committee, Bylaw No. 355. Land Use Bylaw, 1999, Amendment No. 1, 2022”.

2. Salt Spring Island Local Trust Committee Bylaw No. 355, cited as “Salt Spring Island Land Use Bylaw, 1999,” is amended as follows:

2.1 By replacing the definition on “full-time rental cottage” with the following in Section 1.1 “Definitions:”

“Accessory Dwelling Unit” means a *dwelling unit accessory* to a *single-family dwelling unit* intended as an independent, separate unit, and subordinate to the *principal structure*, which contains sleeping, living, cooking and sanitary facilities, and its own independent entrance.

2.2 By deleting Schedule “I” Secondary Suites Map

2.3 By replacing Section 3.14 “Seasonal Cottages” and Section 3.15 “Full-Time Rentals Cottages” with the following:

3.14 ACCESSORY DWELLING UNITS

3.14.1 In zones where an *accessory dwelling unit* is permitted, the following regulations apply:

- (1) the *accessory dwelling unit* is not located within a portion of a *lot* that is identified as a Community Well Capture Zone on Map 22 of the Salt Spring Island Official Community Plan;
- (2) the *accessory dwelling unit* is not located within a *community water system*, except where written confirmation from the operator of the *community water system* is provided that the site has sufficient capacity to supply the *accessory dwelling unit*;
- (3) the *accessory dwelling unit* must not be operated as a *Bed and Breakfast home-based business*, nor rented on a *temporary* basis.

3.14.2 A building permit must be obtained for the *accessory dwelling unit* to satisfy all code requirements;

3.14.3 The maximum height of an *accessory dwelling unit* is 7 metres;

- 3.14.4 The maximum *floor area* of an *accessory dwelling unit* is 56 square metres on *lots* less than 1.2 hectares in area;
- 3.14.5 The maximum *floor area* of an *accessory dwelling unit* is 90 square metres on *lots* greater than 1.2 hectares;
- 3.14.6 Only one *accessory dwelling unit* or one *secondary suite* shall be permitted per *lot*;
- 3.14.7 The *accessory dwelling unit* can be freestanding or combined with an *accessory building*;
- 3.14.8 The *accessory dwelling unit* must not have a *basement*;
- 3.14.9 The *accessory dwelling unit*, including any stairs, decks or porches or other *structures* that are attached to the unit, or that function as part of the unit, should not be located within 6 metres of any other *building* on a *lot*;
- 3.14.10 *Accessory dwelling units* do not include recreational vehicles, or *accessory dwelling units* on wheels;
- 3.14.11 An *accessory dwelling unit* must not be subdivided from the *principal dwelling unit* under the Land Title Act or the Strata Property Act.

2.4 By replacing Section 3.16 “Secondary Suites” with the following:

3.15 SECONDARY SUITES

- 3.15.1 *Secondary Suites* are permitted only within a permitted *principal single-family dwelling unit* provided that:
 - (1) the *secondary suite* is not located within a portion of a *lot* that is identified as a Community Well Capture Zone on Map 22 of the Salt Spring Island Official Community Plan;
 - (2) the *secondary suite* is not located within a *community water system*, except where written confirmation from the operator of the *community water system* is provided that the site has sufficient capacity to supply the *secondary suite*; and
 - (3) the *secondary suite* is not operated as a *Bed and Breakfast home-based business*, nor rented on a *temporary* basis.
- 3.15.2 Only one *secondary suite* or one *accessory dwelling unit* shall be permitted per *lot*;
- 3.15.3 The entrance to a *secondary suite* from the exterior of the *building* must be separate from the entrance to the *principal dwelling unit*.
- 3.15.4 A building permit must be obtained for the *secondary suite* to satisfy all code requirements;
- 3.15.5 The maximum *floor area* of a *secondary suite* is 90 square metres.
- 3.15.6 A *secondary suite* must not be subdivided from the *principal dwelling unit* under the Land Title Act or the Strata Property Act.

2.5 By adding to the table under Subsection 9.9.1 “Permitted Uses of Land, Buildings, and Structures” with the following:

	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10	R11	R12
Accessory Uses												
<i>Accessory Dwelling Units</i> , subject to Section 3.14							◆	◆	◆			
<i>Secondary Suites</i> , subject to Section 3.15			◆		◆	◆	◆	◆	◆	◆		
<i>Home-based businesses</i> , subject to Section 3.13	◆	◆	◆	◆	◆	◆	◆	◆	◆			

2.6 By adding to the table under Subsection 9.10.1 “Permitted Uses of Land, Buildings and Structures” with the following:

	R	RU1	RU2	RU3	RW1	RW2	Ri	CD3	F1
Accessory Uses									
<i>Accessory Dwelling Units</i> , subject to Section 3.14	◆	◆		◆			1	◆	◆
<i>Secondary Suites</i> , subject to Section 3.15	◆	◆	◆	◆	◆	◆	◆	◆	◆
<i>Home-based business use</i> , subject to Section 3.13	◆	◆	◆	◆	◆	◆	◆	◆	◆

¹ The minimum lot size for an *accessory dwelling unit* must be 1.2 ha.

2.7 By adding a change to the table under Subsection 7.1.5 “Minimum Number of Parking Spaces for Automobiles, Disabled Parking and Bicycles” with the following:

TABLE 3 MINIMUM NUMBER OF PARKING SPACES FOR AUTOMOBILES, DISABLED PARKING AND BICYCLES			
LAND USE	Number of Automobile Parking Spaces Required	Number of required Automobile Parking Spaces which must be designed for use by the disabled	Number of Bicycle Parking Spaces Required
RESIDENTIAL			
<i>Single-family dwelling</i>	2 per unit	0	0
<i>Accessory Dwelling Unit or Secondary Suite</i>	1 per unit	0	0

2.8 By deleting Section 9.9.4 Exceptions in Particular Locations “Zone Variation R7(a)”

2.9 By deleting Section 9.10.4 Exceptions in Particular Locations “Zone Variation R(f)”

2.10 By deleting Section 9.10.4 Exceptions in Particular Locations “Zone Variation RU1(f)”

2.11 This bylaw should replace all mentions of *seasonal cottages* and *full-time rental cottages*, with *accessory dwelling units*.

