



# Salt Spring Island Advisory Planning Commission

Minutes of a Regular Meeting

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**Date of Meeting:** Thursday, November 25, 2021

**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  
Nancy Krieg, Commissioner  
Leigh Large, Commissioner  
Stanley Shapiro, Commissioner

**Regrets:** Francine Carlin, Commissioner  
Neil Morie, Commissioner  
Mairi Welman, Vice Chair

**Staff Present:** Stefan Cermak, Regional Planning Manager (RPM)  
Kristine Mayes, Planner 1  
Sarah Shugar, Recorder

**Media and Others Present:** Laura Patrick, Local Trustee  
Applicant Doug MacAlpine (by phone)

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

Chair Thompson called the meeting to order at 1:06 p.m.

**1. APPROVAL OF AGENDA**

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

**2. MINUTES OF PREVIOUS MEETING**

**2.1 Draft Minutes of the October 21, 2021 APC Meeting**

By **general consent**, the minutes of the September 16, 2021 Salt Spring Island Advisory Planning Commission meeting were adopted.

**3. BUSINESS ITEMS**

**3.1 Draft Bylaw No. 527 – Fees Bylaw**

RPM Cermak presented a Staff Memorandum dated November 25, 2021 regarding Referral of Draft Fees Bylaw – Consideration of Community Benefit.

In discussion the following comments and questions were noted:

- There was a question regarding whether the application fees cover all of the costs related to processing an application. RPM Cermak reported generally the fees cover the majority of the costs although in review there is a need to increase for cost recovery for rezoning applications.
- There was a question regarding what the financial impacts would be if more applications were deemed to provide a community benefit. RPM Cermak reported the draft bylaw only applies to Temporary Use Permit (TUP) applications having community benefit and the loss of revenue would likely be minimal.
- There was a question regarding why community benefit is only applied to TUP applications. For example, there could be a reduced fee structure for specific community benefits. RPM Cermak reported any application that is related to protection of the natural environment is reduced.
- There is an option for fee sponsorship when an application is deemed to have significant community benefit such as a non-profit.
- There was a question regarding why this draft bylaw was referred to the APC. Trustee Patrick reported the LTC would like the APC to consider the definition of “community benefit”. RPM Cermak read the definition of community benefit as “Community benefit refers to an application that results in provision of an amenity that is of value to the community and identified in the Official Community Plan as a community amenity”.
- There was a suggestion to include shoreline and lake access as a community benefit.
- There was a suggestion that aging in place design be considered such as crosswalk design etc.
- There was a question regarding the cost savings. RPM Cermak reported a Temporary Use Permit for residential, commercial or industrial use is \$2,150 and a Temporary Use Permit for residential, commercial or industrial use under 95 square meters that provide a community benefit would be \$1,000. Renewal of a Temporary Use Permit for residential, commercial or industrial use is \$700 and renewal of a Temporary Use Permit for residential, commercial or industrial use under 95 square meters that provide a community benefit would be \$350.
- There was a question regarding why the draft bylaw only applies community benefit to TUPs.
- There was a comment that adding requirements may slow down application processing.
- There was a suggestion that providing community benefit could expedite processing of an application. RPM Cermak reported there is an option for extraordinary processing services.

**By general consent**, the Salt Spring Island Advisory Planning Commission recommend the Salt Spring Island Local Trust Committee amend the definition of “community benefit” in the Salt Spring Island Official Community Plan to include Public Access to the Shoreline and Lakes.

**By general consent**, the Salt Spring Island Advisory Planning Commission supports Draft Bylaw No. 527 – Fees Bylaw in principle.

### 3.2 Proposed Bylaw No. 525 – 1351 Mountain Road

Planner Mayes presented a memorandum dated November 16, 2021 regarding an application to make lawful an oversized boathouse and to establish a 15-metre setback from the natural boundary of the sea.

Applicant Doug MacAlpine spoke to the application by phone.

In discussion the following comments and questions were noted:

- There was a question regarding how this application became an issue in the first place. Planner Mayes reported the initial application included a second dwelling and has been reduced to make lawful an oversized boathouse and the 15-metre setback from the natural boundary of the sea was a result of an archaeological overview assessment.
- There was a comment that this property has been developed for decades and nothing new is being built or disturbed.
- There was a question regarding whether the application was referred to the Department of Fisheries and Oceans. Planner Mayes reported there is a crown lease for the dock and date of construction is unknown.
- There was a question regarding the archaeological potential. Planner Mayes reported Proposed Bylaw No. 525 would ensure any new buildings or structures would have to be setback 15-metres from the natural boundary of the sea.
- There was a question regarding whether the applicant supports the proposed bylaw. Applicant MacAlpine reported he supports the draft bylaw.

**It was MOVED and SECONDED,**

That the Salt Spring Island Advisory Planning Commission recommend to the Salt Spring Island Local Trust Committee to proceed with Proposed Bylaw No. 525.

**CARRIED**

4. **OTHER BUSINESS - none**

5. **ADJOURNMENT**

**By general consent** the meeting adjourned at 1:50 p.m.

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Jeff Thompson, Chair

**CERTIFIED CORRECT:**

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Sarah Shugar, Recorder