



Salt Spring Island Local Trust Committee

Regular Meeting Agenda

Date: Thursday, May 8, 2025
Time: 12:30 p.m.
Location: Meaden Hall
120 Blain Road, Salt Spring Island, BC

	Pages
1. CALL TO ORDER	12:30 PM - 12:35 PM
2. APPROVAL OF AGENDA	
3. TOWN HALL AND QUESTIONS	12:35 PM - 12:50 PM
4. DELEGATIONS	12:50 PM - 12:55 PM
4.1 Maxine Leichter - Positively Forward	4
Regarding Pathways to Affordable Housing paper	
5. TRUSTEE REPORTS	12:55 PM - 1:05 PM
Verbal Report	
6. CHAIR'S REPORT	1:05 PM - 1:10 PM
Verbal Report	
7. CRD DIRECTOR'S REPORT	1:10 PM - 1:15 PM
Verbal Report	
8. PREVIOUS MEETINGS	1:15 PM - 1:20 PM
8.1 Draft Minutes of the Salt Spring Island Local Trust Committee	
8.1.1 <u>Draft Minutes of the April 10, 2025 SSI LTC Regular Meeting</u>	13
For Adoption	
8.2 Resolutions Without Meeting Report - None	
8.3 Draft Minutes of the Advisory Planning Commissions - None	
8.4 Local Trust Committee Public Hearing Record - None	

9.	CORRESPONDENCE	1:20 PM - 1:25 PM	
	Please visit the Applications and Projects pages on the Islands Trust website for recent public submissions.		
	For Applications, go to: http://www.islandstrust.bc.ca/SSIapplications		
	For Projects, go to: http://www.islandstrust.bc.ca/SSIprojects		
9.1	A. Haltrecht - Dated 1 April 2025 - Regarding trustee meeting participation		21
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10.	BUSINESS ARISING FROM MINUTES	1:25 PM - 1:35 PM	
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	Report dated May 2025		
11.	WORK PROGRAM	1:35 PM - 1:55 PM	
11.1	Salt Spring Local Trust Committee Work Program – Quarterly Report		
	Staff Report - Pending		
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	Report Dated May 2025		
11.3	Future Projects List		29
	Report Dated May 2025		
12.	COMMUNITY INFORMATION MEETING - NONE		
13.	PUBLIC HEARING - NONE		
14.	APPLICATIONS AND REFERRALS	1:55 PM - 2:40 PM	
14.1	PLTUP20250097 - M. Ogilvie - 116 Jackson Ave, SSI		31
	Staff Report		
14.2	PLRZ20240145 - J. Litke - 200 Collins Road, SSI		68
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14.5	Galiano Island Local Trust Committee Draft Bylaw Nos 296 & 297 Referral For Response	114
15.	LOCAL TRUST COMMITTEE PROJECTS - NONE	
16.	NEW BUSINESS	2:40 PM - 2:50 PM
16.1	Salt Spring Island Annual Report Staff Report	122
17.	REPORTS	
17.1	Policy and Standing Resolutions List For Information	125
17.2	Open Applications Report Report dated May 2025	
17.3	Expense Report - None	
17.4	Islands Trust Conservancy Board Report - None	
18.	CLOSED MEETING - NONE	
19.	UPCOMING MEETINGS The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on June 5, 2025 at the Legion Meaden Hall, 120 Blain Road, Salt Spring Island.	
19.1	Special Meeting Resolution That the Salt Spring Island Local Trust Committee request staff to schedule an electronic Special Meeting with the Capital Regional District Salt Spring Local Community Commission at 3:30pm on Thursday May 22, 2025 with a viewing location for the public at the CRD Creekside Meeting Room, #108-121 McPhillips Ave, Salt Spring Island, BC.	
20.	ADJOURNMENT	



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RELEASE: APRIL 22, 2024

New Position Paper on Affordable Housing from Positively Forward

Pathways to Affordable Housing on Salt Spring provides the community with a roadmap for providing more affordable housing on Salt Spring while at the same time protecting the island against over development. The paper, written by members of the group's leadership team, emphasizes that provision of housing for island workers requires both creative funding sources AND iron clad legal protections for affordability. The paper also presents key considerations for the upcoming review of our Official Community Plan and zoning bylaws, key elements in decisions about housing and the management of any future growth on Salt Spring.

Positively Forward (PF) is a research and advocacy group working collaboratively to advance improved governance on Salt Spring. "Like many in our community, we are deeply concerned about the severe lack of affordable housing on our island. The shortage affects essential services, harms local businesses and forces valued members of our community to leave. We are dedicated to helping find solutions, which was the impetus for the "Pathways" paper," said Positively Forward Chair, Patricia Lockie.

"Pathways" argues that affordable housing scarcity could be addressed more quickly if there were agreement among housing advocates and all levels of local governance that the way forward is with support for housing that will remain affordable through legally binding agreements, or other protections, rather than leaving this urgent community objective in the hands of private developers and market driven forces. The paper lays out the key steps that need to be taken to accomplish that goal. Some have been recommended in previous reports and are now being acted upon, such as establishing an organization to help non-profit developers overcome obstacles. Key barriers to project success (such as funding) are also discussed.

New recommendations include:

- Requesting the province to introduce a property transfer tax specifically to help fund affordable housing, such as that implemented successfully in the San Juan Islands in Washington state;
- Retaining the Official Community Plan policy (B.2.1.2) that permits increases in zoning ONLY for affordable housing, thus allowing more housing for those needing it the most AND which enables protection of our environment from overdevelopment by establishing clear limits to future growth at a time when climate change challenges make this ever more vital;
- Authorizing a broad and inclusive community consultation and engagement process for both affordable housing solutions and the OCP/LUB review.

Read the full paper on the positivelyforward.ca website under "affordable housing" or click on this [LINK](#). Respectful comments are invited.

CONTACT: Patricia Lockie (250) 537-1116 or Maxine Leichter (250) 537-1577



PATHWAYS TO AFFORDABLE HOUSING ON SALT SPRING ISLAND



KEY CONSIDERATIONS FOR THE OFFICIAL COMMUNITY PLAN AND ZONING UPDATE

AUTHORED BY POSITIVELY FORWARD

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PART 1: WHO WE ARE AND OUR VISION

Positively Forward (PF) is a collaboration by Salt Spring residents committed to research and advocacy that advance improved governance on the island, upholding the principle of separation of land-use planning authority of the Islands Trust from the delivery of other community services.



Like many in our community, we are deeply concerned about the severe lack of affordable housing on Salt Spring. This shortage affects essential services, makes it harder for businesses to operate, and forces valued members of our community to leave. A healthy, vibrant community depends on having people of all ages, incomes, and backgrounds—something that is increasingly difficult to sustain without adequate housing.

This is why we strongly advocate for a significant increase in affordable housing on Salt Spring. We believe the most effective way to achieve this is by expanding subsidized, non-market rental housing—homes that remain affordable through legally binding agreements, or other protections. The private market alone cannot solve this crisis. Instead, we must learn from and build on the successes of local non-profits already providing affordable housing on the island.

At the same time, we recognize that Salt Spring is unique under the Trust Act and differs from municipalities. Some affordable housing solutions used elsewhere, such as broad rezoning to allow second residences on all properties, may not be appropriate here.

Our community—and the ecosystems we depend on—are facing increasing pressures at every level, from global to local. Addressing affordable housing will require collaboration among community groups, shared goals, and strong leadership from elected officials. We hope this document helps move Salt Spring toward a more sustainable and inclusive future.

PART 2: A ROADMAP TO AFFORDABLE HOUSING

PF recommends these steps be followed as soon as possible:



1. Establish an Independent Housing Oversight Body

A dedicated organization should be identified, or created, to manage housing agreements, ensure rentals remain affordable, and prevent speculative development. The Islands Trust and Capital Regional District (CRD) should work together to facilitate housing projects and focus funding on non-market housing that guarantees long-term affordability.

2. Expand Rental Matching and Support Services

- Strengthen existing programs that connect homeowners with renters in need.
- Support non-profit organizations in developing affordable housing.
- Continuously gather data on program effectiveness to improve and expand housing solutions.

3. Create a Housing Trust for Sustainable Funding

A federal housing trust or charity should be established to accept private donations of funds and land. This would provide long-term financial support for community housing projects. Funds could be used for feasibility studies, construction, and ongoing maintenance of affordable housing.

4. Advocate for the Province to allow CRD to levy a small tax on real estate sales.

The tax would help fund affordable housing as is done in the Washington State San Juan Islands.

5. Address the Impact of Short-Term Vacation Rentals (STVRs)

- The Salt Spring Local Trust Committee should clarify which properties can legally operate as STVRs.
- The Trust should consider the Provincial vacation rental enforcement program to encourage more long-term rentals.
- A local study should assess the impact of STVRs on housing availability and help shape necessary regulations.

6. Provide Transparent Housing Needs Data

- Identify and quantify housing needs across different income groups, including workers and retirees.
- Regularly update data collection to determine precise housing shortages and inform future planning.

7. Develop Housing for Essential Workers

- Address the lack of housing for workers who earn too much for subsidized programs yet still struggle to find affordable homes.
- Develop middle-income rental housing options so essential workers—such as healthcare providers and service staff—can live in the community they serve.



PART 3: BARRIERS TO AFFORDABLE HOUSING



1. Community Division.

Sadly, a key barrier to generating workable and sustainable solutions to the island's housing scarcity and affordability has been community division.

This division has its roots in a false narrative adhered to by some, one in which support for protection of the environment is judged as being inherently against any development. A housing vs the environment dichotomy frequently clouds our public discourse and polarizes groups in pursuit of solutions to a community wide problem of enormous proportions. This inevitably inhibits progress.

While groups such as Transition Salt Spring are endeavouring to activate a multi-faceted approach to finding common ground around the housing crisis, others have proposed solutions creating high expectations without providing supporting evidence that what they propose can actually work here, given the unique characteristics of Salt Spring Island.

2. Lack of Data.

The lack of data regarding upzoning in rural areas such as Salt Spring Island with limited resources and infrastructure is a barrier that needs to be addressed. Those studies that exist – including studies from the USA and New Zealand, are in urban or suburban contexts. And even these have thus far failed to show that stable, affordable housing in the long term results from up-zoning unless restrictions are in place to assure permanent affordability, most also note that there are many potential liabilities, which range from raising property values and encouraging property speculation to an increase in vacation rentals and changes in neighborhood character.

Research done on Cortes Island indicates that most data on the effects of upzoning for provision of affordable housing has been done in urban areas and a lack of research exists on its impacts in rural communities.¹

We believe that the first step to solving the housing crisis is to identify and understand the real barriers that prevent affordable housing from being built. A responsible, fact-based approach is essential to achieving meaningful progress.

3. Lack of Funding

One of the biggest barriers to affordable housing is funding. Several local non-profit groups already own land zoned for multi-unit housing, but they cannot proceed without financial support.

These groups need funding not only for construction but also for assessments and feasibility studies, which are often required before they can apply for grants. Additionally, Salt Spring competes with larger communities for limited government funding, making it harder to secure resources.

Government housing programs also impose income limits on most units they fund, leaving few units for middle-income workers—such as hospital staff and government employees. A dedicated Housing Trust Fund could help secure stable financial resources and bridge this gap.

¹ <https://cortescurrents.ca/residential-upzone-proposal-for-cortes-island/>

4. Limited Water Availability

Another major challenge is the lack of potable water.

The most cost-effective way to build affordable housing is through multi-family developments, ideally located near Ganges Village, where people have access to jobs and services. These areas also benefit from existing water and sewage systems. However, the North Salt Spring Waterworks District (NSSWD) has historically lacked the capacity to serve new developments.

Although NSSWD may have more water supply in the coming years, there is no guarantee that this water will be reserved for affordable housing. This issue needs to be addressed so solutions can be found.

Beyond Ganges, hundreds of homes rely on small private water systems, many of which are already facing shortages. Others depend on wells that tap into groundwater, which is unpredictable and can be affected by new developments. Some areas of the island are already seeing wells run dry, and climate change is expected to make the problem worse.

Rainwater collection is sometimes suggested as an alternative, but it is extremely expensive and not always practical. Some estimates suggest that a single-family home would need 30,000 gallons of storage to get through the dry season.

5. Rising Construction Costs

Inflation has significantly increased construction costs in recent years. Since 2019, costs have risen by over 30%, making it harder for non-profits and small builders' projects.

Although using local construction companies could lower costs, many struggle to meet insurance requirements for government-funded housing. Off-island contractors charge even more due to travel and transport expenses.

6. Lack of information on how much development is allowed by current zoning.

The Official Community Plan (OCP) written in 2008 estimated that Salt Spring could support a population of about 17,000 under current zoning. However, the 2021 census² recorded a population of only 11,635, including 235 people living in movable dwellings. This number likely undercounts many people without stable housing and does not account for new construction since the census was taken.

To plan for future housing, we need a clear "Build-Out" estimate—a calculation that includes total dwellings allowed under current zoning which would include:

- developed lots
- undeveloped lots, including potential new lots that could be created by subdivision under current zoning
- the number of dwellings allowed per lot in each residential zone

By multiplying these numbers by average household size, we can get a realistic estimate of Salt Spring's possible future population. This data is crucial for effective planning.

² <https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/details/page.cfm?Lang=E&SearchText=Salt%20Spring%20island&DGUIDlist=2021A00055917027&GENDERlist=1,2,3&STATISTIClist=1,4&HEADERlist=0>

7. Learning from Past Successes

Despite ongoing challenges, Salt Spring has made some progress in developing affordable housing. Today, there are 127 affordable housing units on the island—all built when costs were lower. An additional 46 units are either under construction or about to begin. Several non-profits own land that is already zoned for multi-unit housing but cannot move forward because of the barriers outlined above.

Recognizing what has worked in the past and learning from successful projects will be key to overcoming current challenges and making meaningful progress toward affordable housing.

PART 4: POLICY RECOMMENDATIONS FOR UPDATING THE OFFICIAL COMMUNITY PLAN AND LAND USE BYLAW



1. Inform the Community About the Real Barriers to Affordable Housing

Some materials circulated through the OCP-LUB update project have misidentified the main causes of Salt Spring's housing crisis, blaming it on a perceived lack of government coordination and excessive regulations. However, the building code exists to protect residents, and the real obstacles—such as lack of funding, water scarcity, and infrastructure limitations—must be clearly communicated to the public.

Consultants, committees, and community members should receive fact-based materials that accurately explain these barriers so that informed decisions can be made.

2. Retain OCP Policy B.2.1.2.1 to Limit Uncontrolled Growth OCP Policy B.2.1.2.1 states:

"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."

Salt Spring's natural environment and community character depend on controlling population growth. Every resident impacts the island's resources, waste management, and services. Long-term planning is essential to ensure that Salt Spring remains sustainable—not just for the present, but for future generations.

3. Do Not Allow Blanket Upzoning for ADUs (Accessory Dwelling Units) (Bylaw 530)

A proposal under Bylaw 530 suggested allowing most residential property owners to build and rent out additional dwellings (such as in-house suites or cottages). While this may sound like a solution, the bylaw did not include safeguards to ensure that these new units would actually be affordable or available to local workers.

This approach presents several risks:



- Minimal impact on affordability: High construction costs and rental market risks mean most homeowners would likely use additional units for family, guests, or short-term rentals, rather than for affordable housing.
- Rising property values and taxes: Upzoning increases land values, making property even more expensive and driving up taxes for current owners.
- No rent controls: There were no measures to ensure affordability, meaning new rental units could still be priced out of reach for most local workers.
- Lack of enforcement on short-term rentals: While Bylaw 530 technically banned short-term vacation rentals (STVRs) in secondary units, the Islands Trust admitted it could not effectively enforce this rule.
- First Nations concerns: The Tsawout First Nation opposed Bylaw 530, stating that it would increase environmental degradation and exceed the carrying capacity outlined in Salt Spring's Official Community Plan. The Islands Trust has committed to First Nations reconciliation, so these concerns must be addressed before any similar bylaw is pursued.
- Water supply limitations: While property owners must show they have enough water before building, there are no protections for existing wells. More development could worsen water shortages, particularly in rural areas.
- Unsafe rentals would persist: Many landlords who rent out trailers and unpermitted units would be unlikely to upgrade to legal, code-compliant housing if required.
- Encourages sprawl instead of smart growth: Expanding development across the island contradicts the Climate Action Plan 2.0, which promotes compact, sustainable development in existing village centers.

4. Ensure Fair and Inclusive Public Consultation

Public input on changes to the Official Community Plan must be inclusive and transparent:

- All community groups must be allowed to participate. This has not always been the case.
- Experience should be valued. Volunteer work and local knowledge should be considered equal to professional expertise when forming advisory and working groups.
- Environmental studies must be included. Decision-makers should be provided with current research on Salt Spring's ecosystems, such as the study by David Rapport (2007), which highlights water availability and habitat sustainability.

5. Host a Public Forum for Open Discussion

Public engagement should not be limited to “open house” events, which restrict discussion and prevent a true exchange of ideas. Instead, a structured community forum should be held where:

- Residents can speak freely and ask questions.
- Experts can provide fact-based responses and correct misinformation.

For the OCP/LUB update to reflect the community’s true vision, we need a meaningful, inclusive, and informed public dialogue—not just a series of isolated presentations.

CONCLUSION

Salt Spring Island stands at a crossroads. The demand for housing is urgent, but uncontrolled development is not the answer. Sustainable, affordable, and legally protected rental housing is possible with proper oversight, community support, and responsible policy changes made within the context of the Trust mandate to preserve and protect our natural environment.



We respectfully present this report to the community and elected officials in the hope that it will spark substantive discussions on how to accelerate the creation of affordable housing—especially for island workers. This is a critical need, and progress will come sooner if we all work together in support of the most effective solutions.

POSITIVELY FORWARD

EMAIL: info@positivelyforward.ca

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Salt Spring Island Local Trust Committee

Minutes of Regular Meeting

Date: Thursday, April 10, 2025
Location: Meaden Hall
 120 Blain Road, Salt Spring Island

Members Present: Timothy Peterson, Chair
 Laura Patrick, Local Trustee

Staff Present: Chris Hutton, Regional Planning Manager
 Oluwashogo Garuba, Planner 2
 Rob Pingle, Legislative Clerk
 Kalyaan Selvakumar, Planning Team Assistant
 Lisa Millard, Meeting Administrator/Recorder (electronic)

Others Present: There were approximately 4 members of the public, and Trustee Jamie Harris (electronic) in attendance.

1. CALL TO ORDER

Chair Peterson called the meeting to order at 9:30 a.m. He introduced himself, the Trustees and staff and acknowledged that the Local Trust Committee is meeting in the territory of the Coast Salish First Nations including the Hul'qumi'num and SENCOTEN speaking peoples.

2. APPROVAL OF AGENDA

By general consent the agenda was adopted.

3. TOWN HALL AND QUESTIONS

A member of the public spoke to the manner in which Trust Council approves the annual budget and noted that the costs shown on business cases reflect a small percentage of the actual costs because staff time is not calculated as part of the expense. They suggested that staff time be estimated and included so Trustees know the actual costs of projects and how to budget for them.

A Trustee replied the issue has been raised by Trust Council with a request to tie corporate planning to operational plans with a commitment from the new CAO to fully implement the corporate plan.

4. DELEGATIONS

4.1 Mark Boysen, CAO - North Salt Spring Waterworks District

Mr. Boysen provided a presentation about the new Maxwell Lake Water Treatment Plant and highlighted the following:

- Organics materials will be separated from the water intake, removed to settling ponds, and can be used for agricultural purposes;
- Island Health mandated updates to the treatment and disinfection process which will move away from chlorination to dissolved air flotation technology;
- The plant has the ability to increase capacity from 26 litres per second to 46 litres per second;
- A ratepayer referendum vote will be undertaken to approve a request for a \$11,700,000 loan;
- Funding strategy options include a grant funding opportunity, bank loan, use of existing reserve funds, and revenue through taxes;
- The average tax increase per house is \$400 with the first increase occurring in 2023 and incrementally up to \$400 total in 2026; and
- System improvements are scheduled for completion in 2027.

5. TRUSTEE REPORTS

Trustee Patrick reported the following:

- In response to comments made in the local newspaper she clarified Trust Council affirmed its understanding that the Islands Trust mandate includes the concept, and protection, of healthy and inclusive communities including, but not limited to housing;
- The Complete Communities Assessment report was not censored; however, the Local Trust Committee requested the report be clear about the limited engagement that occurred and the information be presented accurately;
- It will be important to hear from all voices in the community, and First Nations, during the upcoming Official Community Plan and Land Use Bylaw review;
- Islands Trust has been working on permitting tiny home on wheels and the steering committee convened a technical panel which will be presenting options for potential solutions during the upcoming Association of Vancouver Island Coastal Communities conference;
- The Salt Spring Foundation gathered potential funders to discuss fundraising ideas in support of the Kings Lane housing project;
- As Chair of Trust Council, she will be chairing Executive Committee and Gambier and Gabriola Local Trust Committee meetings; and
- Attended Trust Programs Committee, Governance Committee, and CAO Performance Evaluation Committee meetings.

6. CHAIR'S REPORT

Chair Peterson reported the following:

- Provincial figures released show the average property value in the Trust Area is \$824,000 and the tax increase resulting from Islands Trust's approved annual budget amounts to \$32 per year per household;
- The work on the draft Trust Policy Statement has been moved to the Trust Programs Committee and the project is currently on track to return to Trust Council in June for consideration of First Reading;
- Attended CAO Performance Evaluation Committee meeting;
- Upcoming Committee of the Whole meetings will focus on looking at the 2022 Governance Report and reviewing a potential new Code of Conduct policy; and

- Upcoming attendance at the Association of Vancouver Island Coastal Communities conference during which he will be presenting on behalf of an ad hoc group promoting mental health wellness in local government leadership.

7. CRD DIRECTOR'S REPORT

Local Community Commission Chair Earl Rook reported the following:

- Ongoing work on housing initiatives with intention to have a consultant begin work on the revised integrated housing strategy this month;
- Receiving expressions of interest from the community for use of the Phoenix School property which has been leased from the School District;
- An architectural survey of the firehall is being done to determine deferred maintenance requirements;
- Will be hosting a round table at an upcoming meeting to discuss issues, and potential solutions, surrounding harbour use;
- Holding a special meeting for budget discussions; and
- Planning the next Local Community Commission and Local Trust Committee joint meeting.

8. PREVIOUS MEETINGS

8.1 Draft Minutes of the Salt Spring Island Local Trust Committee

8.1.1 Draft Minutes of the March 20, 2025 Salt Spring Island Local Trust Committee Regular Meeting

The following amendments to the minutes were presented for consideration:

- Page 4 of the Minutes, Item 10.2, first bullet point, change “has undertaken engagement with industry stakeholders” to “undertook engagement with stakeholders in a round table discussion”;
- Page 7 of the Minutes, Item 14.3, final bullet point, add words “A Trustee said” to the beginning of the sentence;
- Page 8 of the Minutes, Item 15.1, third bullet point, add words “A Trustee said” to the beginning of the sentence;
- Page 8 of the Minutes, Item 15.2, second paragraph, add word “not” between words “do” and “match” so it reads “do not match”.

By general consent, the minutes of the March 20, 2025 Salt Spring Island Local Trust Committee Regular Meeting were adopted as amended.

8.2 Resolutions Without Meeting Report

The report was received for information.

8.3 Draft Minutes of the Advisory Planning Commissions - None

8.4 Local Trust Committee Public Hearing Record - None

9. CORRESPONDENCE

9.1 P. Lloyd- Jones - Chair - Salt Spring Accommodation Group to LTC - Dated 14 March 2025 - Regarding short term rental legislation

Received for information.

A Trustee noted a letter received from the Chamber of Commerce had only been sent to one Trustee and not the entire Local Trust Committee and requested staff follow up so the correspondence becomes part of the public record.

10. BUSINESS ARISING FROM MINUTES

10.1 Follow-Up Action List

Discussion ensued regarding the original intent of Item 1 in the report.

SS-2025-044

It was MOVED and SECONDED.

that Salt Spring Island Local Trust Committee remove Item 1 dated April 11, 2024 from the Follow Up Action List.

CARRIED

11. WORK PROGRAM

11.1 Active Projects List

Discussion ensued regarding Item 3: Water Sustainability Project and the following comments were noted:

- The Local Trust Committee previously asked for clarity on specific questions regarding proof of water for subdivision and would like follow-up;
- The draft bylaw has been prepared and the Local Trust Committee can proceed once said questions are answered; and
- The governance of watershed protection remains an outstanding issue and further discussion with local government and regulatory bodies is required.

11.2 Future Projects List

Received for information.

Trustee Harris arrived to the meeting electronically at 10:29 a.m.

SS-2025-045

It was MOVED and SECONDED,

that Trustee Harris be admitted to the April 10, 2025 meeting and be permitted to participate as a voting member of the Salt Spring Island Local Trust Committee by electronic or other means.

DEFEATED

Trustee Patrick stated formal communication regarding Trustee Harris' plans going forward has been requested and not forthcoming and she is seeking clarification before approving ongoing electronic attendance.

12. COMMUNITY INFORMATION MEETING - None

13. PUBLIC HEARING – None

The agenda was re-ordered and Item 16 was heard following Item 13.

The meeting was recessed for a break at 10:45 a.m. and reconvened at 12:00 p.m.

14. APPLICATIONS AND REFERRALS

14.1 PLDVP20240244 - J. Oppmann - 321 Fernwood Road, SSI

The Planner summarized the staff report and highlighted the following:

- The application seeks a retroactive variance on the minimum setback requirement of the rear lot line from 7.5 metres to 1.3 metres;
- The structures located within the rear lot line setback area include a restaurant building with living quarters on the top floor and accessory buildings include a walk-in cooler, pizza oven, and storage container; and
- Statutory notice of the proposed variance was mailed to all owners and tenants within 100 metres of the subject property and no correspondence was received.

The applicant was in attendance.

There were no questions for the Planner or the applicant.

SS-2025-046

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee approve issuance of Development variance Permit PLDVP20240244.

CARRIED

14.2 SS-RZ-2019.1 - N. Williams & E. Myers - 248 Upper Ganges Road, SSI

The Planner summarized the staff report and highlighted the following:

- The application seeks amendments to the Official Community Plan and Land Use Bylaw to rezone the property to the General Employment Zone to permit the operation of building, servicing, repairing, rental, sales and service of equipment, machinery, boats and vehicles; and
- The applicant has provided the relevant assessment reports required to address water quality and quantity issues previously identified.

Discussion ensued and the following comments were noted:

- The business initially operated on a temporary use permit, and
- Following First Reading the application will be sent out for referrals, followed by a Public Hearing which will enable community input and discussion.

SS-2025-047

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee Bylaw No. 544, cited as "Salt Spring Island Official Community Plan Bylaw No. 434, 2008, Amendment No. 1, 2025" be read a first time.

CARRIED

SS-2025-048**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee amend Draft Bylaw No. 545, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 3, 2025" be read a first time.

CARRIED**SS-2025-049****It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee request staff to refer Proposed Bylaw No's. 544 and 545 to Advisory Planning Committee, First Nations, organizations, and agencies as identified in this staff report dated April 10, 2025 (SS-RZ-2019.1).

CARRIED**SS-2025-050****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 Bylaw No. 544 cited as "Salt Spring Island Official Community Plan Bylaw No. 434, 2008, Amendment No. 1, 2025" is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED**SS-2025-051****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 Bylaw No. 545 cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 3, 2025" is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED**15. LOCAL TRUST COMMITTEE PROJECTS - None****16. NEW BUSINESS****16.1 Salt Spring Island Annual Report**

The Request for Decision asks the Local Trust Committee to review the draft section of the annual report for approval or amendments in preparation of final approval by Trust Council.

Amendments requested include the following:

- Revise the first priority to read: "Address housing security through a review and update of the Salt Spring Island Official...."
- Revise the first project listed by adding in brackets a reference to the project being funded by a UBCM grant.
- Fix the second sentence in the second to last paragraph as the Tsawout First Nation invited Salt Spring Local Trust Committee to a meal to discuss topics of mutual interest.

Staff will revise the relevant content of the annual report and bring it forward for approval at the next Local Trust Committee meeting.

17. REPORTS

17.1 Policy and Standing Resolutions List

Received for information.

17.2 Open Applications Report

Discussion ensued regarding the format of the Open Application Report and the following comments were noted:

- Standardized language for the comments section is being worked on;
- The form does not make clear what permits have been delegated and not delegated and the term delegated could be included in the comments section to make clear which ones are delegated to staff and therefore not coming to the Local Trust Committee; and
- A member of the public can create an account and look up specific properties to see if applications have been opened.

17.3 Expense Report

Received for information.

17.4 Islands Trust Conservancy Board Report

Received for information.

18. CLOSED MEETING

18.1 Motion to Close the Meeting

SS-2025-052

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee close this meeting to the public subject to Community Charter Section 90 (1) (a) to discuss personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality and that staff be invited to remain.

CARRIED

The open meeting was closed to the public at 12:10 p.m. and reconvened at 1:21 p.m.

18.2 Rise and Report

Chair Peterson rose and reported

- Adoption of the in-camera meeting minutes of March 20, 2025;
- The reappointment of Bob Rush and appointment of Lisa Floritto to the Board of Variance;
- The reappointment of Conrad Pilon, Ken Byron, Bree Eagle, and Scott Royal and appointment of Willem (Kees) Ruurs to the Agricultural Advisory Planning Committee;

- The reappointment of Leigh Large, Gabriel Wiebe, and Jean Brouard and appointment of Delores Bender-Graves, Osman Phillips, and Elaine McCann to the Advisory Planning Commission;
- The appointment of Tim Hiltz, Anne Gunn, Robert Steinback, Riley Donovan, Eric March, Maxine Leichter, and John Cade to the Advisory Planning Commission OCP/LUB; and
- The appointment of Eric March as Chair of the Advisory Planning Commission OCP/LUB.

19. UPCOMING MEETINGS

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 12:30 p.m. on Thursday May 8, 2025 at the Legion Meaden Hall, 120 Blain Road, Salt Spring Island.

20. ADJOURNMENT

By general consent the meeting adjourned at 1:23 p.m.

Timothy Peterson, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder

From: Chris Hutton
Sent: Wednesday, April 16, 2025 4:25 PM
To: SSIInfo
Subject: FW: Jaime Harris

Please include this as correspondence to SSI LTC.

Sincerely,

Chris Hutton, MPA, MCIP, RPP
Regional Planning Manager
Islands Trust | 250-538-5608

The Salt Spring Island Islands Trust office at 500 lower Ganges Rd is now closed to in-person service. Islands Trust staff will continue to provide services by phone and e-mail until the new office space at 121 McPhillips Avenue opens. During the in-person office closure period, enquiries can be submitted by email at ssiinfo@islandstrust.bc.ca, or call 250.537.9144.

From: Timothy Peterson <tpeterson@islandstrust.bc.ca>
Sent: Wednesday, April 16, 2025 9:32 AM
To: Chris Hutton <chutton@islandstrust.bc.ca>; EC <ec@islandstrust.bc.ca>
Subject: Fw: Jaime Harris

For your information. Likely should be forwarded to the SSI LTC as well.

From: Anna Haltrecht [REDACTED]
Sent: April 16, 2025 9:13 AM
To: Laura Patrick; Timothy Peterson
Subject: Jaime Harris

Dear Laura and Tony,

Where is Jamie Harris? Clearly not on Salt Spring!

I am wondering....how many more TLC meetings will you waive the *Salt Spring Island Local Trust Committee Bylaw No. 529 section 44* so he can attend via Zoom?

Waived Salt Spring Island Local Trust Committee Bylaw No. 529 section 44 "an individual member of the Local Trust Committee may not participate by means of electronic or other communication facilities in two consecutive regular Local Trust Committee meetings that are held in person" to allow Trustee Harris to attend and participate electronically in the March 20, 2025 in person meeting.

And it seems this is the only thing he is doing as an elected Trustee.

Doesn't make sense in my book that he continues to collect the Trustee salary but does not do more than this one core responsibility.
Please enlighten me if this is not true.

Reading the LTC regular meeting of February 13, 2025 minutes, I see under Trustee Reports, a long list of other meetings that Trustee Patrick, Chair Peterson, CRD LCC Chair Rook, and CRD Director Holman have attended.

Trustee Harris has only one comment listed. Plus he was absent for the Feb 28 special meeting. Could this be because he is not currently residing on Salt Spring and cannot possibly do more than attend LTC meetings via Zoom?

I think it is time for you to stop waiving the *Salt Spring Island Local Trust Committee Bylaw No. 529 section 44*.

And for Jaime Harris to step down and hold a by-election for the second Salt Spring Trustee position,
or whatever else needs to be done so that the taxpayers of Salt Spring have fair representation via two Trustees who can share the responsibilities of this elected position.

Thank you,
Anna Haltrecht
Salt Spring Island resident

Follow Up Action Report

Salt Spring Island

11-Apr-2024

Progress	Activity	Responsibility	Dates	Status
49%	1 Resolution No: SS-2024-30 Work with Tsawout First Nation staff to develop a MOU and report back to the LTC. Updates: Feb - Staff to provide update at Feb TLC meeting following Feb 7 meeting. Nov - Staff continue to work with Tsawout to determine attendees. TAS now supporting with resources. Jun - Leadership meeting held. Feast planning ongoing, Tsawout anticipates MOU after the feast with the Tsawout First Nation;	Chris Hutton Chris Buchan Clare Frater		In Progress

12-Dec-2024

Progress	Activity	Responsibility	Dates	Status
0%	1 Resolution No: SS-2024-132 Staff to follow up with the sender of correspondence Item 9.1 . (Taylor to LTC - August 30, 2024 - Regarding Letter of Agreement between the Islands Trust Council and Ministry of Transportation and Infrastructure and report)	Chris Hutton		In Progress
0%	2 Resolution No: SS-2024-145 Staff to arrange a webinar for Trustees and the public on the City view program.	Bhumika Joshi Chris Hutton Kalyaan Selvakumar		In Progress

Follow Up Action Report

Salt Spring Island

20-Mar-2025

Progress	Activity	Responsibility	Dates	Status
100%	1 Resolution No.: SS-2025-030 Short Term Vacation Rental proactive management considerations Staff to request the Minister of Housing, on behalf of the Lieutenant Governor in Council, apply the principal residence requirement to Salt Spring Island and that Salt Spring Island be removed from the exempt land as per s. 15 of the Short-Term Rental Accommodation Act by the March 31 deadline.	Chris Hutton Chris Buchan		Completed
0%	2 Resolution No.: SS-2025-031 Short Term Vacation Rental proactive management considerations Staff to undertake public communications on the principal residency requirement .	Chris Hutton Morgana van Niekerk Oluwashogo Garuba		In Progress
0%	3 Resolution NO.: SS-2025-032 Joint Meetings with the Capital Regional District Salt Spring Island Local Community Commission Staff to review Trust Council Bylaw No. 63 and to draft a protocol agreement between the Capital Regional District Board and the Salt Spring Island Local Trust Committee .	Chris Hutton	Target: 09-May-2025	In Progress

Follow Up Action Report

Salt Spring Island

20-Mar-2025

Progress	Activity	Responsibility	Dates	Status
0%	4 Resolution No.: SS-2025-036 SS-RZ-2024.1 - BC Ferry Corporation - Vesuvius Bay Ferry Terminal, SSI Staff to request that the applicant submit to the Islands Trust a report from a qualified professional conducting an assessment of the following: - A Traffic Impact Assessment; - A Geological Hazard Assessment; and - A Stormwater Drainage Assessment.	Chris Buchan		Completed
0%	5 Resolution No.: SS-2025-037 SS-RZ-2024.1 - BC Ferry Corporation - Vesuvius Bay Ferry Terminal, SSI Referral to the Advisory Planning Commission for further review and comment following receipt of the additional required studies. April 15, 2025: Applicant was advised after March 20 LTC meeting that additional required studies required. Will be sent back to APC upon receipt of reports.	Chris Buchan Kalyaan Selvakumar	Target: 30-Sep-2025	In Progress
0%	6 Resolution No.: SS-2025-041 Complete Community Report Staff to prepare an executive summary to affix to "Salt Spring Island Complete Communities Assessment: Final Report".	Chris Buchan		In Progress

Active Projects Report

Salt Spring Island

1. Extraordinary Project - OCP-LUB Update

Responsible

Dates

Activity:

2025-02-07 - Next Steps:

- Issue call for volunteers for OCP-LUB Project APC, along with APC, AAPC, and BOV.
- Deliver First Nations Outreach letters and initiate development of a First Nations Engagement Strategy.
- Evaluate Proposals and issue contract for Contracted services.

Chris Hutton

Rec'd: 01-Apr-2023

Chris Buchan

Target: 31-Mar-2026

2025-01-24 RFP Issued. Closes February 20, 2025

Most Recent:

2023-11: Ongoing First Nations Engagement, Terms of Reference approved by Description:

There has been no comprehensive review of the SS OCP since its adoption in 2008, nor any review of the Land Use Bylaw since 1999. The need to update these bylaws is a priority in response to policy, social, and technological change and to address contemporary community challenges the current document no longer serves. Those challenges include a lack of affordable housing and housing options, growth pressures, climate resiliency planning, infrastructure issues (such as the water moratorium), workforce stability challenges, transportation networks, and First Nations Reconciliation. The SS OCP update is intended to provide a framework to guide the development of a complete community by diversifying and increasing housing options at appropriate locations, advancing First Nations Reconciliation, reducing infrastructure costs, reducing greenhouse gas (GHG) emissions, and improving walkability. The Land

Active Projects Report

Salt Spring Island

Use Bylaw update will improve land use planning regulation to ensure that regulations match the needs and expectations of land use in the community, in consideration of the OCP.

2. Minor Project - Housing Action Program - Implementation (Bylaw 537)

Activity:

2025-02-03 - Meeting of Tsawout and Islands Trust staffs to discuss a variety of matters (feast, ADU Bylaw referral response, OCP-LUB)
 2024-10-03 - Tsawout staff suggest that feast should occur prior to MOU and may impact timing of referral response.
 2024-09-19 - Referred to Tsawout

Responsible

Chris Hutton

Dates

Rec'd: 10-May-2022
 Target: 11-Sep-2025

3. Major Project - Water Sustainability - coordinate multiple jurisdictions in planning for water sustainability and watershed protection.

Activity:

Currently includes:

1. Coordination of SSIWPA;
2. Development of Proof of Water Bylaw:
 - To be brought forward following report out on well-monitoring
3. Weston Lake Water Availability Study:

Responsible

Chris Buchan
 Oluwashogo
 Garuba
 William Shulba

Dates

Rec'd: 07-Jun-2012
 Target: 31-Mar-2025

Active Projects Report

Salt Spring Island

- Project completed, now working through follow-up resolutions.

4. Watershed Strategic Plan:

- May 14, 2024: Plan developed. Implementation process under consideration.

5. Ongoing well-monitoring:

May 14, 2024: Synthesizing data to target report out in next 4 months.

Sept. 6, 2022: Draft Lake Weston Study received, referred to various agencies and organizations; and to coordinate a discussion with POLIS and other groups for Water Sustainability Act considerations.

April 2022: Draft Weston Lake Study being reviewed by staff; Contract issued for phase 2 of Watershed Strategic Plan; staff seeking LTC direction on reduced SSIWPA budget.

Nov. 19, 2021: kick off meeting with Econics for phase 1 of Watershed Strategic Plan: a Situational Analysis

July 15, 2021: Signed MOU submitted to CRD for Weston Lake Study. RFP posted (Nov. 2021)

May 25, 2021: LTC approves project charter of Watershed Protection Plan

April 27, 2021: MOU approved for Weston Lake Assessment

March 11, 2021 - TC budget approve: \$75,500 special tax requisition for 2021/22 SSIWPA; up to \$80,000 from surplus funds to spend on a watershed strategic plan and Weston Lake Watershed Assessment

March 20, 2025 - staff have begun gathering data from well loggers for well-monitoring.

April 10, 2025 - LTC Confirmed they would like to complete proof of water bylaw consideration.

Future Projects Report

Salt Spring Island

1. OCP Amendments

Responsible

Date Received

- Review Piers Island OCP for compliance with legislative changes and make recommendations on how to manage policy. (Dec. 2015 (Rev.02/25))
- Marine Environment Protection (Foreshore Audit) (June 2016)
- Add public access to lake and marine shorelines as an eligible community amenity in Section H.3.2 of the Salt Spring Island Official Community Plan (Feb. 2022)

06-Oct-2020

2. Land Use Bylaw Amendments

Responsible

Date Received

- Staff to assess regulations to provide options for an accessory use without an established principal use. (Dec. 2016, Rev. 1 Feb, 2025)
- Technical and Minor Amendments (Mar. 2017)
- Limit fence height to 2.4m; increase dock width from 1.2m to 1.5m; culverts as structures in waterbody setbacks
- Reduce Permitted Lot Coverage in Rural Upland Zones (Aug. 2018)
- Research and make recommendations to address commercial trucking and heavy equipment facilities regulation. (July 2020; Rev. 02/2025)
- Research and report on regulation of portable sawmills. (Nov. 2020; Rev. 02/2025)
- Review of the residential zoning of islets (Jul. 2022)

06-Oct-2020

Future Projects Report

Salt Spring Island

3. *Direct Bylaw Enforcement*

Responsible

Date Received

- Bylaw Enforcement Policies (Feb. 2015)
- Short Term Vacation Rentals (STVRs) (May 2017)

06-Oct-2020

4. *Administrative Processes and Procedures*

Responsible

Date Received

- Land Use Contracts (Feb. 2015)
- Soil Removal Bylaw update (Feb. 2015)
- Improving Communications (Mine permits for aggregate pits and quarries.) (Jan. 2020)
- Adding requirement for signs in the Development Procedures Bylaw (Sep 2020)
- including discriminatory remarks and inclusion and respectful conduct language to Sec 29 Order and Decorum of Bylaw 529 (Dec 2021)

06-Oct-2020

5. *Advocate*

Responsible

Date Received

- none listed

06-Oct-2020

STAFF REPORT

File No.: PLTUP20250097

X Ref: PLDVP20240286

SS-DP-2023.9

SS-TUP-2024.1

DATE OF MEETING: May 8, 2025

TO: Salt Spring Island Local Trust Committee

FROM: Milad Panahifar, Planner 1
Salt Spring Island Team

SUBJECT: Temporary Use Permit for Food Truck and Retail/Office uses within the Ganges Village Core on a Residential Zoned Parcel

Applicant: Martin O’Gilvie

Location: 116 Jackson Avenue (PID: 031-451-977), Salt Spring Island

RECOMMENDATION

1. That the Salt Spring Island Local Trust Committee approve issuance of Temporary Use Permit PLTUP20250097 (Jackson Avenue) for a period of 60 days.

REPORT SUMMARY

This report concerns an application for a Temporary Use Permit (TUP) for the operation of one (1) food truck (restaurant use) and three (3) retail/office spaces within the Ganges Village Area. Pursuant to Section 3.8 (a) of the Salt Spring Island Official Community Plan No. 434 ([OCP](#)), a TUP may be issued to allow temporary commercial uses on lands designated as Ganges Village Core.

Due to supporting policy in the OCP staff have provided a recommendation for approval to operate for a 60 day term (see OCP Policy G.1.3.6). If the Local Trust Committee (LTC) considers Policy G.1.3.6 non-applicable, alternate permit durations may be applied through LTC resolution.

BACKGROUND

The subject property is approximately 0.08 hectares (0.209-acres) in area, and is located on Jackson Avenue, and is split-zoned Residential 6 (R6) and Residential 6 variant B (R6(b)). The property owner secured a Development Permit (SS-DP-2023.9) in 2023 to remove vegetation and a Development Variance Permit to allow siting of retaining walls and water tank within interior side lot line setback. (PLDVP20240286). In 2024 a Temporary Use Permit (SS-TUP-2024.1) was issued to allow the operation of one (1) food truck (restaurant use) and two (2) retail/office spaces which are out of the scope of the current Residential 6 Zone use provisions. Following further design evaluation and planning, the applicant opted to relocate the food truck, adjust the positioning of the retail/office spaces, and add an additional business trailer. These changes require an amendment to the previously

issued Temporary Use Permit and the property owner is now seeking to temporarily operate the commercial activities proposed above, See the site context (Attachment 1) for further information on the subject property.

The site plan below indicates siting of the operations.

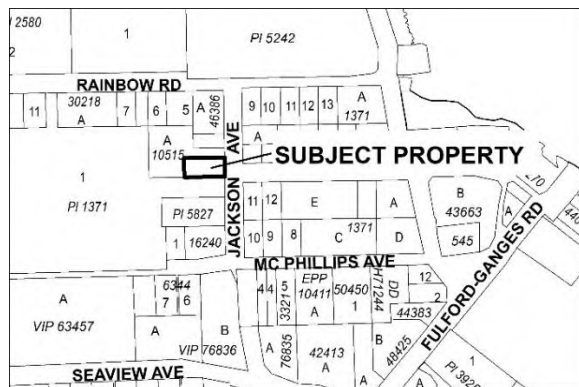


Figure 1: Property Location

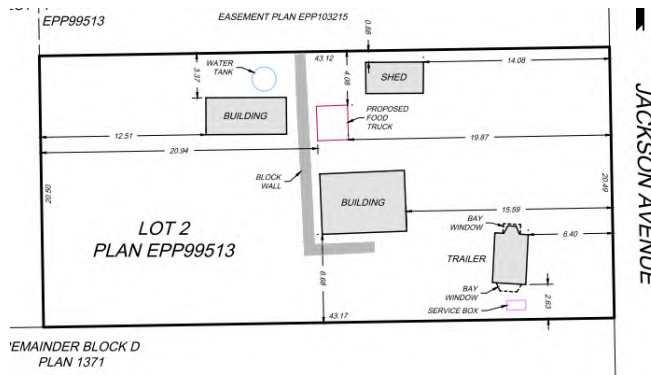


Figure 2: Conceptual Site Plan

According to the Local Government Act (S.497), a TUP may authorize specified uses on a property for a period of up to three (3) years. Under our Official Community Plan, the duration for TUPs is limited to a maximum of two (2) years. These permits may be renewed once for an additional two (2) years upon expiration. Staff note that issuance of a TUP should not be interpreted as support for permanent zoning should a future application for an amendment to applicable bylaws be made. However, the impacts of a use carried out under a TUP may assist the LTC in making a decision on a rezoning application.

ANALYSIS

Policy/Regulatory

Official Community Plan:

The subject property is designated Ganges Village Core in the OCP. Select objectives for this designation are “to accommodate those land uses that allow Ganges to remain the commercial, social, cultural, and institutional centre for residents of Salt Spring Island”; “to maintain the economic viability of Ganges Village by guiding development into a compact, pedestrian-friendly form within a defined containment boundary with a broad variety of complementary uses”; and “to ensure that development respects the small-town feel and heritage aspects that make the village attractive to visitors and residents alike”.

Section G.1.3 of the OCP provides guidelines to be used when considering issuance of a TUP. See Attachment 2 for staff’s assessment of the application’s consistency with each TUP Guideline.

A policy analysis of the OCP is provided as Attachment 3. The OCP, adopted in 2008, references general commercial uses, including retail and restaurant activities, within residential zones in the village core area. Relevant objectives emphasize the promotion of a diverse mix of residential and non-residential uses in the Ganges Village Core, while ensuring the area remains public-oriented and walkable. The OCP also includes policies specific to rezoning applications, aiming to facilitate a broad range of commercial, residential, employment, and

institutional uses with flexibility in the form and siting of these developments. Although the LTC lacks the authority to issue business licenses, TUPs can impose requirements similar to those found in business licensing. The primary purpose of a TUP is to authorize temporary uses that do not interfere with future development on the property. If the LTC decides to proceed with the proposal, they should assess whether it aligns with the objectives of a temporary development.

Land Use Bylaw:

The subject property is split-zoned Residential 6 and Residential 6 variant B (R6 & R6(b)) in the LUB. While the proposed uses and siting are not permitted under current zoning, the applicant has obtained a variance to allow the siting of structures. (PLDVP20240286). The R6 zone permits the following uses, as defined in the LUB:

- 1) Single family Dwellings;
- 2) Duplexes;
- 3) Dental/Medical Offices
- 4) Elementary Schools/Childcare Centres;
- 5) Hospitals/Public Health Offices;
- 6) Community Halls
- 7) Non-commercial Active Recreation;
- 8) Churches; and
- 9) Public Service Uses

Additionally, the R6(b) variant permits a funeral home use.

Issues and Opportunities

Similar Commercial Opportunities in Proximity

There are several existing commercial establishments in proximity to the subject property. These include cafes, restaurants, retail shops, and professional services. While food truck competition may exist on nearby properties in the Ganges Village area, a diversity of offerings in the area can attract a different clientele and contribute to the commercial portfolio in the area.

Temporary Structures

The proposed temporary use involves the installation of retrofitted shipping containers and food trucks. These structures offer flexibility and mobility, aligning with the temporary nature of the permit. However, considerations should be given to the aesthetic compatibility of these structures with the surrounding built environment and any potential impacts on neighboring properties. Staff have observed similar shipping container retail developments nearby within the village area, and anticipate the form to be compatible with the unique character of the village area.

DP Guideline Compatibility

The property is located within Development Permit Area 1, Island villages. While a development permit is not triggered for the proposed use on the residential zoned property, an analysis has been carried out regarding consistency with the permit area objectives and guidelines. Overall, the proposal demonstrates alignment with

several key objectives of the Development Permit for the village core area, contributing positively to the vibrancy, diversity, and accessibility of Ganges Village.

Section E.1.10 (Stormwater Management). As the proposal is temporary in nature with small units, and does not contemplate any permanent structures, staff have not required a stormwater management plan. If LTC determines that a stormwater management plan is required to move forward with the proposal, further information should be required prior to a final LTC decision. If the LTC proceeds under the current recommendation, future site development that would trigger development permit requirements may require a stormwater management plan. Any future plan should consider impacts of all development on a site, including any longstanding site changes which would result from the current proposal. The approval of this TUP does not preclude any requirement for stormwater works under this or any future development proposal that may be imposed.

Water

The applicant has decided to incorporate a rainwater harvesting system which is a sustainable solutions for water management and would reduce strain on existing water supplies and mitigate environmental impacts.

Sewage

Sewage disposal arrangements are included in the draft permit. Ensuring adequate disposal in Island Health approved facilities would negate any harmful effects to the public attended environment.

Location

The location of the proposed temporary use within the Ganges Village Core presents both opportunities and challenges. On one hand, it offers visibility and accessibility to potential customers, contributing to the vibrancy of the village. On the other hand, considerations should be given to traffic flow, pedestrian safety, and any potential impacts on neighboring properties.

Security and Undertaking

The LTC may request a security or undertaking to guarantee the restoration of property to its previous state if the property is not rezoned at the expiry of the TUP.

Consultation

For TUP applications, Section 494 of the *Local Government Act* requires public notification in the form of a newspaper advertisement, and the Salt Spring Island Trust Committee Development Procedures [Bylaw No. 304](#) requires that notice be mailed or otherwise delivered to all properties within 100 metres of the subject property. A copy of the notification is included as Attachment 4.

The required notification has taken place and at the time of finalization of this report, no correspondence has been received regarding this application. Comments received subsequent to finalization of the staff report will be forwarded to the LTC prior to the May 8th, 2025 LTC meeting.

Referrals

This application does not trigger the requirement for agency or First Nations referrals; however, the LTC may refer to agencies or First Nations if it is determined that any may have interest.

If LTC wishes to move forward with this application, Staff are recommending a referral to the APC for review of this application in order to obtain community perspectives of the proposed commercial uses and form for the Jackson Avenue property. Rationale for Recommendation

Staff consider the proposal in line with TUP objectives while clearly meeting applicable TUP guidelines outlined in Section G.1.3 of the OCP.

One uncertainty remains around Guideline G.1.3.6 regarding the restriction to the 60 day term. The LTC has previously approved issuance of TUP to allow the operation of one (1) food truck (restaurant use) and two (2) retail/office spaces in 116 Jackson avenue for more than 60 days. Although there are several existing commercial establishments in proximity to the subject property, a diversity of offerings in the area can attract a different clientele and contribute to the commercial portfolio in the area.

As the units proposed do not clearly compromise future uses on the lot, staff agree that the temporary proposal meets the merits of OCP Schedule G.

If LTC wishes to gain further community input, staff encourage that the application be forwarded to the APC for comment. Further, conditions attached to the permit are intended to ensure proper waste discharge, and reduced impact to the neighbourhood.

ALTERNATIVES

1. Refer the application to the APC

If the LTC proceeds to move forward with the application, they may wish to refer the application to the Advisory Planning Committee for feedback regarding TUP policy.

Recommended wording for the resolution is as follows:

That the Salt Spring Island Local Trust Committee refer PLTUP20250097 (Jackson Avenue) to the Advisory Planning Commission for review and comment on:

- a) whether forms of the proposed commercial Units are appropriate through a temporary use permit;*
- b) whether the permit conditions are satisfactory in addressing the proposed use and its impacts;*
- c) the recommended term of the duration of the Temporary Use Permit (ie. 60-days, 1-year, 2-years, 3-years).*

2. Approve issuance of Temporary Use Permit for a two-year Period

Pursuant to OCP TUP guideline G.1.3.6, a TUP could be issued for up to 2-years for new commercial ventures.

Recommended wording for a Resolution:

That the Salt Spring Island Local Trust Committee approve issuance of Temporary Use Permit PLTUP20250097 (Jackson Avenue) for a period of two years from the date of issuance.

3. Deny the permit

That the Salt Spring Island Local Trust Committee deny issuance of Temporary Use Permit PLTUP20250097 (Jackson Avenue) and direct staff to close the file.

NEXT STEPS

If the LTC accepts staff's recommendation, the applicant may proceed with the proposed uses described in the draft permit for a period of 60 days from issuance.

Submitted By:	Milad Panahifar, Planner 1	April 8, 2025
Concurrence:	Chris Hutton, Regional Planning Manager	April 9, 2025

ATTACHMENTS

1. Site Context
2. TUP Guideline analysis
3. OCP Policy Checklist
4. Draft Permit
5. Maps, Plans and Photographs

ATTACHMENT 1 – SITE CONTEXT

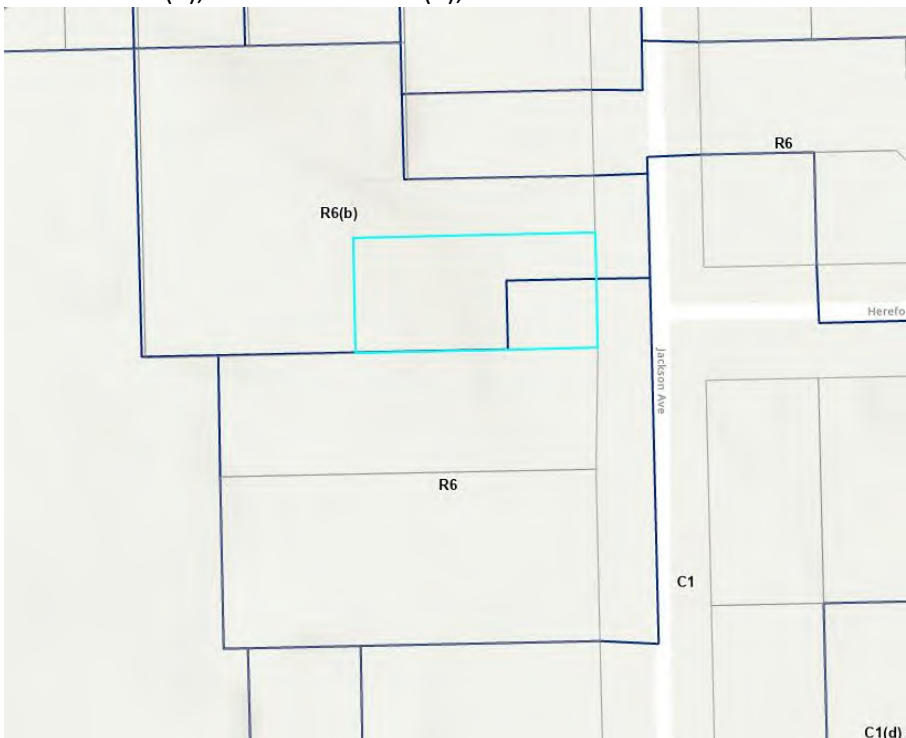
ATTACHMENT 1

LOCATION

Legal Description	LOT 2, Section 1, Range 3 East, North Salt Spring Island, Cowichan District, Plan EPP99513
PID	031-451-977
Civic Address	116 Jackson Avenue, Salt Spring Island
Lot Size	0.08 ha 845.79 m ²

LAND USE

Current Land Use	Residential 6 (b), Residential 6 – R6(b), R6
Surrounding Land Use	Residential 6 (b), Residential 6 – R6(b), R6

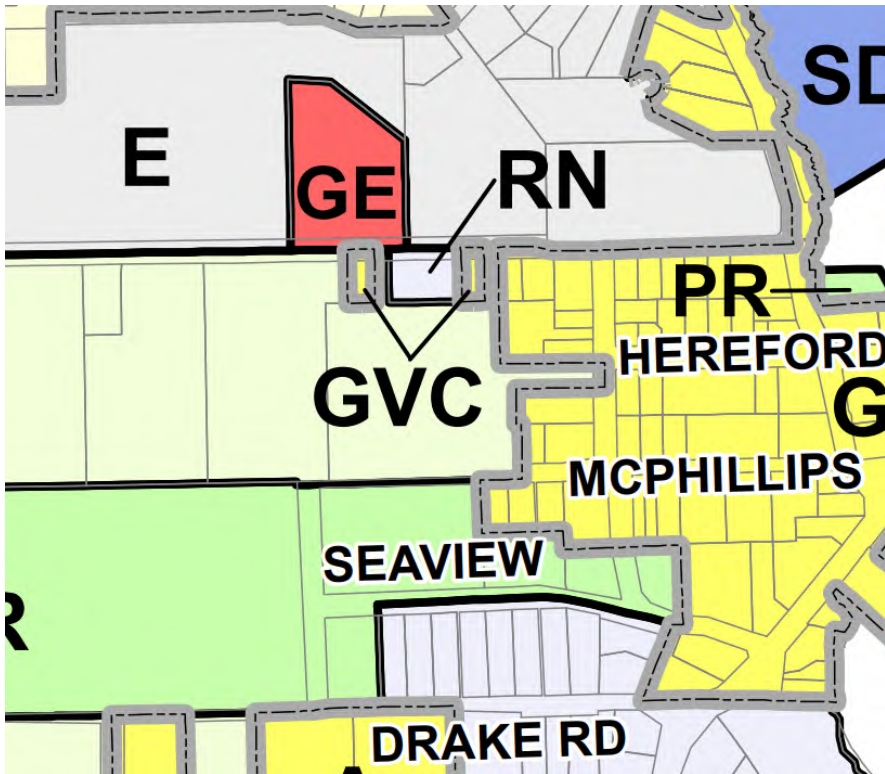


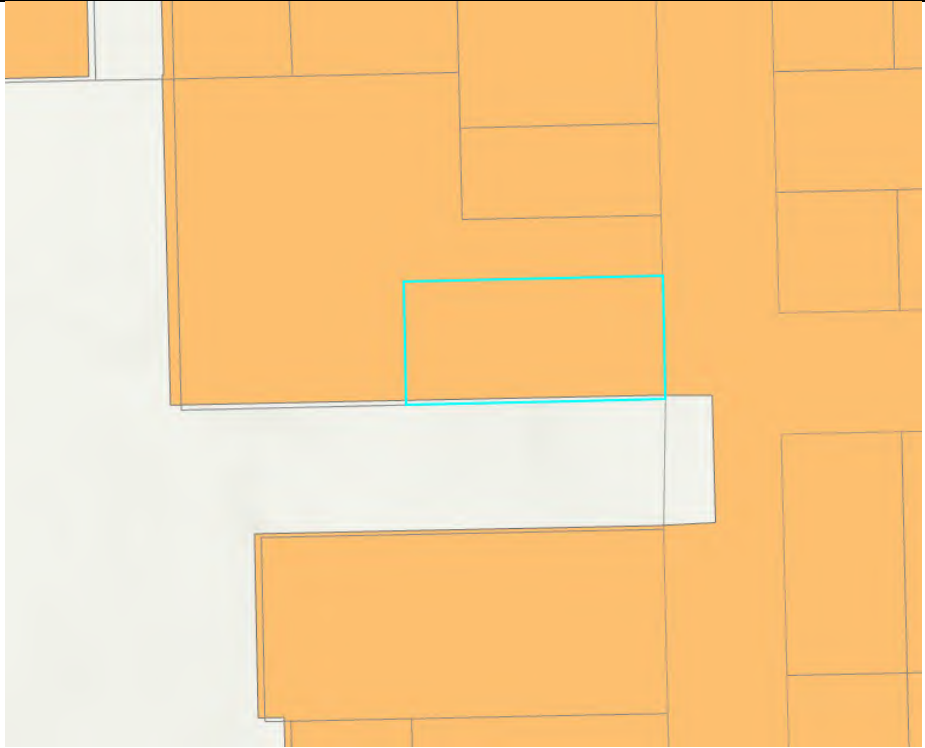
HISTORICAL ACTIVITY

File No.	Purpose
SS-SUB-2017.1	2 Lot Boundary Adjustment
SS-SUB-2019.1	2 Lot Boundary Adjustment
PLBP20240226	Commercial Building B / CRD already issued three BPs without preliminary reviews
PLBP20240230	Commercial Building A / CRD already issued three BPs without preliminary reviews
PLBP20240231	Electrical/Plumbing Shed / CRD already issued three BPs without preliminary reviews

SS-BP-2011.14	mobile temporary library facility in DPA1. DP not required; DVP and TUP issued Dec 2010.
SS-DP-2018.2	Proposed development for residential purposes with a request for road frontage waiver for proposed boundary adjustment (SS-SUB-2017.1) - 118 Jackson Avenue, SSI
SS-DP-2019.6	Proposed Boundary Adjustment (SS-SUB-2019.1) in DPA1 - 118 Jackson Avenue, SSI
SS-DP-2023.9	DPA 1 - Permission to clear land to install services - 116 Jackson Ave
SS-DVP-2010.6	To vary front lot setback from 7.5m to 2.5m to accommodate the temporary siting of a library facility.
SS-TUP-2010.2	To temporarily permit a library use in a residential zone (during the reconstruction of the Salt Spring Public Library building on McPhillips Avenue).
SS-TUP-2024.1	TUP to provide a space for a food truck - Lot 2 Jackson Ave, SSI
PLDVP20240286	To allow retaining wall and water tank

POLICY/REGULATORY

Official Community Plan Designations	Salt Spring Island Official Community Plan Bylaw #434, 2008 – Ganges Village Core - GVC  The property is also located within DPA 1, which is designated as Island Villages. Applicant has already acquired a DP for removal of vegetation within 7.5 m of a lot line that abuts land zoned for residential or commercial guest accommodation uses.
--------------------------------------	---

	
Land Use Bylaw	Salt Spring Island Land Use Bylaw #355, 1999 – Residential 6 (R6) “R” permits the following principal uses: • Single-family dwellings • Duplexes • Dental and medical offices for a maximum of two medical practitioners • Elementary schools, pre-schools and child day care • Hospitals and public health care facilities • Community halls • Non-commercial outdoor active recreation • Churches • Public service uses The R also permits the following accessory uses: • Home-based business use, subject to Section 3.13 3.12.5 With the exception of a seasonal cottage or other permitted accessory dwelling unit, the total floor area of all accessory buildings and structures on a lot must not exceed 70 square metres for lots that are 1.2 ha or less in area and 185 square metres for lots that are greater than 1.2 ha in area. One building with a floor area less than 25 square metres may be excluded from the calculation of total floor area for accessory buildings and structures. 4.3.1 Unless otherwise specified, no building or structure except a fence, pumphouse, public utility structure or underground utility may be

	constructed within the following setbacks from lot lines or road access easements: (1) Setback from front lot line: 7.5 m (2) Setback from rear lot line: 7.5 m (3) Setback from interior side lot line: 3.0 m (4) Setback from exterior side lot line: 4.5 m except that on any lot, one structure with a floor area no more than 10 square metres and a height no greater than 2.5 m may be placed within the setback area from an interior side or rear lot line, and except that on any lot, where a structure has existed since before January 13, 1971, an addition to that structure may be placed within the setback area from an interior side or rear lot line, provided the addition is no closer to the lot line than the existing structure, and that the floor area of the addition does not exceed 10 per cent of the floor area of the existing structure. Residential 6(b) - R6(b) The funeral home is also permitted. The minimum lot area that may be created through subdivision is 0.6 ha, provided there is an individual on-site sewage treatment system per lot and an adequate supply of potable water.
Other Regulations	N/A
Covenants	CA8813681 – Requirement for Sidewalk design/deposit prior to construction - satisfied
Bylaw Enforcement	N/A

SITE INFLUENCES

Islands Trust Conservancy	N/A
Regional Conservation Strategy	 Rated low priority.
Species at Risk	N/A
Sensitive Ecosystems	None mapped.
Hazard Areas	None
Archaeological Sites	Potential indicated within 100 metres of the property. The owners and applicant should be aware that there is a chance that the lot may contain previously unrecorded archaeological material that is protected under the <i>Heritage Conservation Act</i>. If such material is encountered during development, all work should cease and Archaeology Branch should be contacted immediately as a <i>Heritage Conservation Act</i> permit may be needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work.

Climate Change Adaptation and Mitigation	Unknown impacts to GHG emissions anticipated as a result of this application.
Shoreline Classification	Not Applicable
Shoreline Data in TAPIS	N/A

OFFICIAL COMMUNITY PLAN NO. 434

OCP Objective/Policy	Complies	Planner Comments
G.1.3.1 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.	Complies	New TUP
G.1.3.2 Permit conditions should be generally consistent with applicable Development Permit Area guidelines, while recognizing the temporary nature of structures and site development.	Complies	The applicant has previously obtained a DP for removal of vegetation within DP 1 – Island villages (land is not zoned for commercial, general employment or multi-family use)
G.1.3.3 Permit conditions should ensure that temporary commercial and industrial uses are compatible with adjacent land uses. Noise, traffic, parking, general activity levels and any disturbance that may be apparent beyond the property's boundaries should be considered.	Complies	Hours of operation were added as condition to the permit
G.1.3.4 Permit conditions should ensure that off-street parking is provided in a way that is consistent with local bylaws.	Complies	Parking plan was submitted
G.1.3.5 Permits applications should include evidence that suitable alternate sites with appropriate zoning are not available.	Does not comply –	Similar zoning exists but a diversity of offerings in the area can attract a different clientele and contribute to the commercial portfolio in the area
G.1.3.6 Permits should not be issued for uses in excess of 60 days unless it is a new venture that does not directly compete with an existing business in a legal zone and there is a demonstrated need or market for the proposed use. Consideration could also be given to the temporary relocation of an existing business in emergency or hardship situations.	Complies	60 days is proposed,
G.1.3.7 Permitted uses should be consistent with the objectives of this Plan.	Complies	
G.1.3.8 Permitted uses should not preclude or compromise future permitted uses on the land parcel affected.	Complies	
G.1.3.9 Uses should not be allowed if they conflict with any ongoing or intended planning policies or programs.	Complies	
G.1.3.10 Where appropriate, permit conditions should outline operational plans, including hours and days of operation and staffing to ensure compatibility with neighbouring land uses.	Complies	Conditions incorporated.

G.1.3.11 Permits can include, as a condition, the provision of an undertaking by the owner of the affected land to remove buildings and restore land to a condition specified in the permit by a date specified in the permit.	Complies	The LTC may request provision of undertaking to guarantee the restoration of property to its previous state if the property is not rezoned at the expiry of the TUP.
G.1.3.12 Permits can include, as a condition, the provision of security to guarantee the performance of the terms of the permit.	Complies	As the proposed use is not expected to create significant impacts, staff do not consider a security necessary for the performance of the permit's terms

APPENDIX 3 – OFFICIAL COMMUNITY PLAN OBJECTIVES AND POLICIES

ATTACHMENT 3

OFFICIAL COMMUNITY PLAN No. 434

	<i>Guideline Not Met</i>		<i>Unclear Whether Guideline Met</i>		<i>Guideline Met</i>
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OCP Objectives	Complies	Planner Comments
A.4.1 General Objectives		
A.4.1.4 To adopt the precautionary principle in the decision-making of the Local Trust Committee. The precautionary principle asserts that, when an activity raises threats of harm to human health or the environment, precautionary measures should be taken even if some cause-and-effect relationships are not fully established scientifically. In this context, the essential elements of a precautionary approach to decision-making include: a. a duty to take anticipatory action to prevent harm; b. the right for the community to know complete and accurate information on potential human health and environmental impacts as best it can be determined; c. requiring the proponent to supply this information to the public; d. an obligation to consider alternatives and select the alternative with the least potential impact on human health and the environment, including the alternative of no change; e. a duty to consider broader short-term and long-term costs and benefits to the community when evaluating potential alternatives; and f. a responsibility to make decisions in a transparent, participatory manner, relying on the best available information.		LTC should adopt a precautionary approach – permit conditions intended to ensure reduced impact from development to site.
A.4.1.5 To identify and protect important components of our island's heritage,		No archaeological sites identified. Potential for archaeological findings present

including archaeological and First Nations cultural sites, whether they are reminders of past or present lifestyles.		
A.4.4 Our Sense of Community		
A.4.4.1 To ensure that our community continues to function as an authentic, resident-centred community in the face of internal and external pressures to change and grow; to ensure that growth, including the growth of tourism, is managed in a way that does not displace or detract from our community's important function as a home for its residents.		Proposal does not appear to detract from the community's function as a home to its residents. Future duplex planned for the site, applicant proposing temporary removable uses at this time.
A.4.4.2 To recognize the importance of our island community's traditional sense of cohesiveness, self reliance and interconnectedness. To enhance and celebrate these values through the support of community-building events, activities and land uses.		Proposal could serve as a commercial space interconnected with the Ganges area.
A.4.4.3 To recognize the strength and exceptional value of the community's diverse human population - a population characterized by people of many ages and backgrounds who, through choice or circumstance, have a rich variety of lifestyles and livelihoods. To recognize the very real, if intangible, loss that is felt in the community when this diversity is diminished by external pressures and changes.		Not Applicable
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.		Applicable - supported
A.4.4.5 To recognize the importance of broad community consultation, economic security, coordinated and efficient infrastructure development and established land use policies to the maintenance of a healthy community.		Community Consultation measures taken

A.4.4.7 To recognize that development should be managed to protect our sense of community and maintain our ability to absorb changes.		Applicable - Supported
A.4.4.8 To identify creative and proactive ways through which a diverse, liveable and vibrant community can be created within the confines of our island's finite land base and resources.		A variety of commercial options within the Ganges core
A.4.5 Community Health and Safety		
A.4.5.1 To accommodate the community's need to be safe, secure and healthy - physically, mentally and spiritually.		Not applicable
A.4.5.2 To encourage multiple modes of healthy, active transportation among residents of all ages, such as walking and bicycling.		Applicable – Location accessible in the Ganges core
A.4.5.3 To foster improved air quality through strategies to reduce reliance on single-occupancy automobile use, eliminate idling, and encourage fuel-efficient and zero-pollution vehicles.		Not applicable
A.4.5.4 To designate land for appropriate and accessible social and recreational opportunities for all residents.		Not Applicable
A.4.6 Island Livelihoods and Economies		
A.4.6.1 To recognize the important role that varied livelihoods and a vibrant economy play in our community's unique character.		Applicable - Supported
A.4.6.2 To maintain and encourage a diverse and creative community by providing a wide range of opportunities and locations for earning a living that are compatible with and can take advantage of the protection and preservation of the island's beauty and character. In particular, to encourage small, locally owned businesses whose revenues remain on the island, especially those which expand local production and consumption to meet the needs of islanders.		Proposal supports small businesses.
A.4.6.3 To encourage living-wage, meaningful, year-round employment and		Slight increase to on-island employment.

income-generating opportunities that especially enable young people and families to remain on the island.		
B.2.4.1 Residential Neighbourhoods Designation - OBJECTIVES		
B.2.4.1.1 To continue to provide for a range of medium density residential uses consistent with the community's rural character.		Not Applicable – Not a residential Development
B.2.4.1.2 To continue to accommodate non-residential uses that are compatible with medium density residential use.		Applicable – Complies
B.3.1.1 Tourism - Accommodation and Facilities - OBJECTIVES		
B.3.1.1.1 To recognize and welcome the economic value to our community of tourism that is compatible with preserving and protecting the island's natural environment, authentic resident-based sense of community, and the aesthetic values that attract visitors.		Applicable – economic benefit while retaining a unique site character
B.3.1.1.2 To allow visitor accommodation to develop in a way that will best retain and distribute the resulting economic benefits and reduce any negative impacts; to avoid concentrating benefits and impacts in only a few locations.		Applicable – expands to new location on island.
B.3.1.1.3 To retain and maximize the economic benefits of tourism to the community.		Applicable - complies
B.3.1.1.4 To make land use decisions that would encourage tourism in the shoulder and off-seasons and discourage any significant increase in the peak period.		Applicable - Complies
B.3.1.1.5 To encourage tourism that blends well with the community and complements the rural, peaceful nature of the island, and to avoid the development of tourist attractions that are unrelated to the island's natural environment, social base or cultural heritage.		Applicable – proposal blends in with the natural environment – visible from ferry traffic.
B.3.1.1.6 To provide for facilities necessary to mitigate the impacts of tourism on the island's natural or social environment. Examples are: sani-dump facilities for boats		No facilities/services proposed.

or recreational vehicles, and tour bus parking areas outside Ganges Village Core.		
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OCP Policy	Complies	Planner Comments
A.5.2 – THE ISLAND ENVIRONMENT - POLICIES		
A.5.2.1 The Local Trust Committee will promote public education and the encouragement of private stewardship to achieve the objectives of this section. The Committee should make information about the natural environment widely available and continue to provide assistance and encouragement to those who protect it through mechanisms such as private covenants.		Not applicable
A.5.2.2 The Local Trust Committee should consider rezoning applications from property owners who wish to transfer their development potential from areas identified as Environmentally Sensitive Areas or High Biodiversity Areas on Maps 9 through 12. Additional Environmentally Sensitive Areas or High Biodiversity Areas could be identified by further study. Such specific areas should be considered "Development Potential Donor Areas", even if they are in a Designation that is identified as a Development Potential Receiving Area. Applications should meet the guidelines in Appendix 4.		Not applicable
A.5.2.3 The protection of Environmentally Sensitive Areas or High Biodiversity Areas is an eligible community amenity, which could be exchanged for a higher density of development as outlined in Appendix 3.		Not applicable – mapping indicates no environmentally sensitive areas onsite.
A.5.2.4 Maps 9 through 12 are intended to encourage environmental stewardship. These maps show general areas that could be considered Environmentally Sensitive and High Biodiversity Areas. If the Local Trust Committee receives a rezoning application to transfer development or to protect an Environmentally Sensitive Area or a High Biodiversity Area in exchange for		Not applicable – mapping indicates no environmentally sensitive areas onsite.

additional density, further study could more clearly identify boundaries.		
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.		Not applicable – mapping indicates no environmentally sensitive areas onsite.
A.5.2.6 The Local Trust Committee may work with the Capital Regional District to develop property tax exemptions as an incentive for the protection of riparian habitat should this be considered feasible.		Not applicable – mapping indicates no riparian areas onsite.
A.5.2.8 The Local Trust Committee will encourage protection of Crown foreshore, wetland, stream and riparian corridor habitats, other sensitive ecosystems, and wildlife habitat through the development permit process: a. The Local Trust Committee will update watercourse mapping and development permit area designations and guidelines to comply with provincial Riparian Area Regulations. b. The Local Trust Committee will undertake updated sensitive ecosystem mapping and should designate sensitive areas as development permit areas for protection of the natural environment. c. The Local Trust Committee will support efforts to map the locations of heron and raptor nests and will review regulations and standards for a protective buffer. The Local Trust Committee should designate development permit areas for the protection of sensitive nest trees. d. The Local Trust Committee will support efforts to map the habitat of threatened or endangered species and will consider designating development permit areas for the protection of such habitat.		Not applicable – mapping indicates no environmentally sensitive DP areas onsite.
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		Not applicable

encourage subdivision layouts that avoid impacts on these areas. Stewardship on the part of property owners and other agencies will also be encouraged.		
A.5.2.10 The Local Trust Committee should develop improved methods of determining and assessing environmental impacts and encouraging protection of the natural environment when it is processing land use applications and referrals. The Local Trust Committee should obtain comprehensive development approval information as designated and specified in s. G.1.4.		Not applicable
A.5.2.11 The Local Trust Committee should provide advice and education to the public about environmental issues and should continue to encourage and promote private stewardship. The Committee should retain the Environmental Advisory Committee to provide assistance in these initiatives. The Local Trust Committee should also support and seek advice and input from other non-governmental organizations which support the Object of the Islands Trust and the objectives of this Plan		Not applicable
A.5.2.12 The Local Trust Committee encourages landowners and others to avoid the use of pesticides, herbicides and fungicides. If used, pesticides, herbicides and fungicides should be applied in a manner that avoids damage to adjoining lands and drainage areas.		Not applicable
A.5.2.13 The Local Trust Committee encourages landowners and others to utilize current best practices and guidelines in undertaking an ecosystem-based approach to site planning and development. An example is the guidelines in the manual <i>Develop With Care: Environmental Guidelines for Urban and Rural Land Development in British Columbia, 2006</i> , prepared by the B.C Ministry of Environment. Landowners and developers are encouraged to utilize the following principles in new development: a. identify environmental values prior to site clearing and design.		Not Applicable.

b. locate development away from areas with high environmental values, and place natural buffers between the development site and sensitive features. c. concentrate development in areas with low environmental values. d. develop and implement site plans that protect biodiversity, clean air, and clean water. e. locate developments away from areas that may be subject to erosion, flooding, wildfires, and wildlife conflicts. f. locate developments away from areas of agricultural potential and establish buffers between the development site and farmland. g. minimize impacts of roads and driveways and reduce fragmentation of habitat. h. maintain water quality. i. maintain air quality and reduce greenhouse gas emissions. j. design energy- and water-efficient developments that conserve natural resources. k. minimize wastes, and manage wastes in an environmentally sound manner. l. work with the local community to maximize the benefits of good environmental planning at the community and site level. The Local Trust Committee should continue to ensure that these principles are reflected in its regulations and development permit area guidelines.		
A.5.2.14 The Local Trust Committee should retain existing regulations to control, surface run-off and to manage stormwater. The LTC should consider adopting regulations to manage soil removal and deposit in order to protect productive or sensitive soils, wetlands, environmentally sensitive areas, and residential neighbourhoods.		Culvert created by applicant downslope, connecting into existing drainage system.
A.5.2.15 The Local Trust Committee should develop ways to encourage sustainable building techniques through support for implementation of energy efficient building design and building practices as demonstrated through recognized building		Not applicable

certification programs such as R-2000, BuiltGreen Platinum, and LEED		
A.5.2.16 The Local Trust Committee should develop policies and strategies, in cooperation with the Trust Fund Board, to link the community's parklands, conservation lands and other open space into a network of protected areas. The development of community greenways that serve both a recreational and conservation function should be encouraged.		Not applicable
A.5.2.17 The Local Trust Committee will recognize the needs of the local farming community, the Farm Practices Protection ("Right to Farm") Act, the Agricultural Land Commission Act and regulations, and the recommendations of the Area Farm Plan when developing policies or bylaws about environmental protection. The Agricultural Advisory Committee and the Ministry of Environment will be consulted as part of this process to develop mutually acceptable management solutions which protect sensitive environments but do not prohibit or unreasonably restrict farming.		Not applicable
A.5.2.18 The Local Trust Committee should support efforts to restore and enhance environmentally sensitive areas and habitat, including the restoration of streams and other watercourses that have been modified (culverted, ditched, diverted, etc.).		Not applicable
A.5.2.19 When the Local Trust Committee considers rezoning applications, particularly those in the Ganges Village Area, it should discuss with the Capital Regional District what measures could be taken, or local infrastructure required, to maximize the potential environmental benefits that might result from the project, such as the use of reclaimed waste water or waste energy.		Not applicable
B.2.1.2 RESIDENTIAL LAND USE - POLICIES		
B.2.1.2.1 Zoning changes should be avoided if they would likely result in a larger island		Not Applicable

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.		
B.2.4.2 Residential Neighbourhoods Designation - POLICIES		
B.2.4.2.1 The areas designated for Residential Neighbourhoods are shown on Map 1.		Designated Residential Neighbourhood.
B.2.4.2.2 Zones within the Residential Neighbourhoods Designation will continue to accommodate the medium density residential uses and the other compatible land uses allowed in the existing bylaw. Existing commercial, general employment and multi-family zones will also remain, but zoning changes should not be made to locate more of these zones on additional lands in this Designation, with the exception of multiple-family affordable housing projects.		Proposal to allow mix of commercial and residential (future) uses on parcel.
B.2.4.2.3 The minimum size of lots that can be created by subdivision will remain the same as indicated in the existing Land Use Bylaw. However, the Local Trust Committee could consider rezoning applications that allow a slightly higher density (smaller minimum average lot sizes) as part of a proposal that provided a community amenity (see Appendix 3) or as part of a proposal to transfer development potential (see Policy B.2.3.2.1 and Appendix 4).		Not Applicable
B.2.4.2.4 Rezoning applications could be considered to rezone commercial and general employment property to residential use at a density similar to that allowed on neighbouring properties.		Not Applicable



PROPOSED

ATTACHMENT 4

SALT SPRING ISLAND LOCAL TRUST COMMITTEE TEMPORARY USE PERMIT PLTUP20250097

TO: Martin Robert Ogilvie

1. This Permit applies to the land described below:

Legal Description: LOT 2, SECTION 1, RANGE 3 EAST, NORTH SALT SPRING ISLAND,
COWICHAN DISTRICT, PLAN EPP99513

PID: 031-451-977

2. This Permit is issued to allow the following:

Commercial uses consisting of:

- a) Indoor retail sales;
- b) Indoor retail services;
- c) Offices;
- d) Food Truck;

3. This Permit is valid for a period of 60 days from the date of issuance. The uses may be carried out subject to the following conditions:

3.1 Site Layout

- 3.1.1 The buildings, landscaping, parking, and general site layout shall be in accordance with Schedules No. 1 and No.2.
- 3.1.2 If the siting of the proposed structures is amended by the owner, any change must remain in compliance with the Salt Spring Island Land Use Bylaw No. 355.

3.2 Buildings and Structures

- 3.2.1 Prior to expiry of this Permit, all buildings and structures which would not conform to the Salt Spring Island Land Use Bylaw No. 355 must be removed from the site.
- 3.2.2 The requested indoor sales/services and office spaces may only be operated in up to three (3) structures as identified on the site plan.

3.3 Hours of Operation

- 3.3.1 The uses permitted under Section 2 of this permit are restricted to the operating hours between 8:00 AM to 8:00 PM.

3.4 Recycling and Waste



PROPOSED

SALT SPRING ISLAND LOCAL TRUST COMMITTEE TEMPORARY USE PERMIT PLTUP20250097

3.4.1 There shall be no exterior indication of waste, recycling or compost associated with the food and drink trailer.

3.5 Grey water and effluent

3.5.1 All grey water and effluent produced by the food and drink trailer shall be collected and stored in a holding tank and routinely disposed of in an Island Heath approved manner or at an approved sewage disposal facility as per the Sewerage System and/or Island Health regulations.

3.6 Signs

3.6.1 Any and all signs shall be in accordance with *Salt Spring Island Local Trust Committee Land Use Bylaw No. 355* and Section E.1.9 of *Salt Spring Island Official Community Plan Bylaw No. 434*.

3.7 Islands Trust staff may enter the subject property at any time during business hours to ensure compliance with the Temporary Use Permit.

All in accordance with Schedules No. 1 and No.2, attached to and forming part of this permit, as signed and dated by the Deputy Secretary of Islands Trust.

4. This Permit does not relieve the Permittee from the need to secure all other approvals necessary for the proposed uses.

**AUTHORIZING RESOLUTION PASSED BY THE SALT SPRING ISLAND LOCAL TRUST COMMITTEE
THIS ____ DAY OF ____ 2025.**

Deputy Secretary

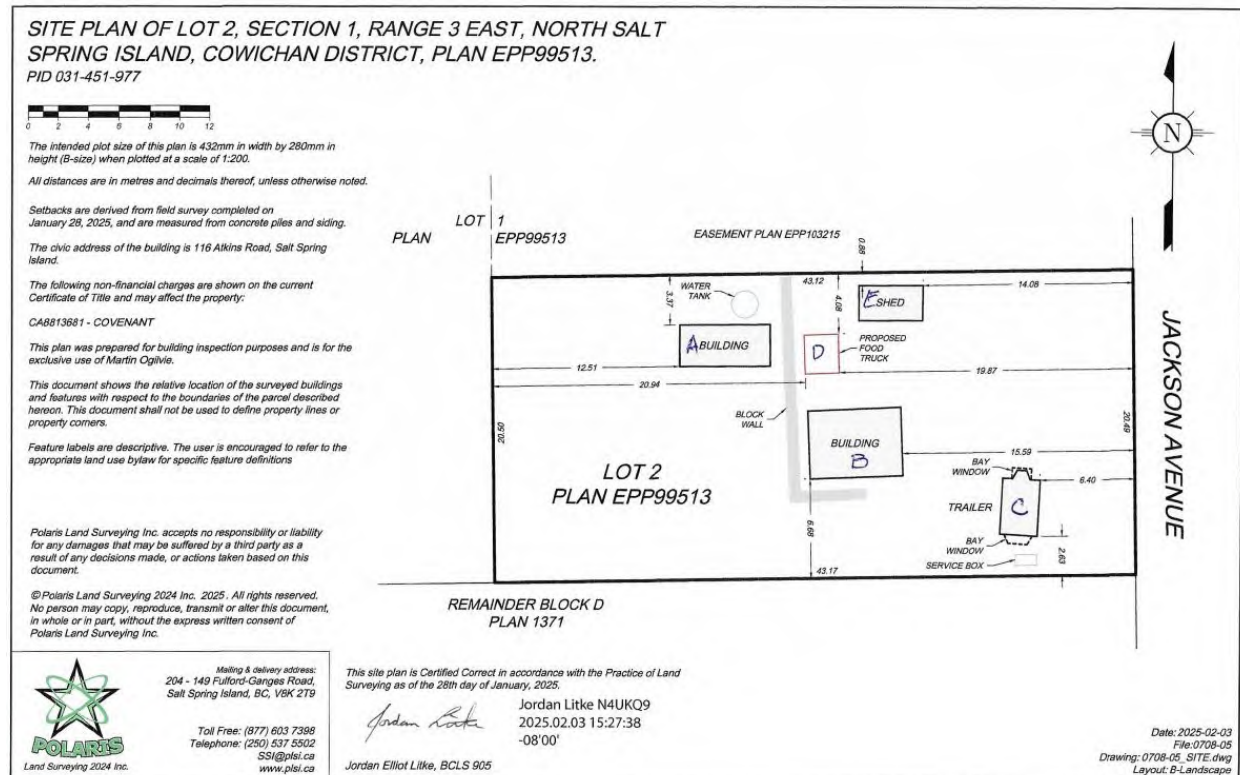
Date Issued



PROPOSED

SALT SPRING ISLAND LOCAL TRUST COMMITTEE TEMPORARY USE PERMIT PLTUP20250097

Schedule No. 1 Site Survey





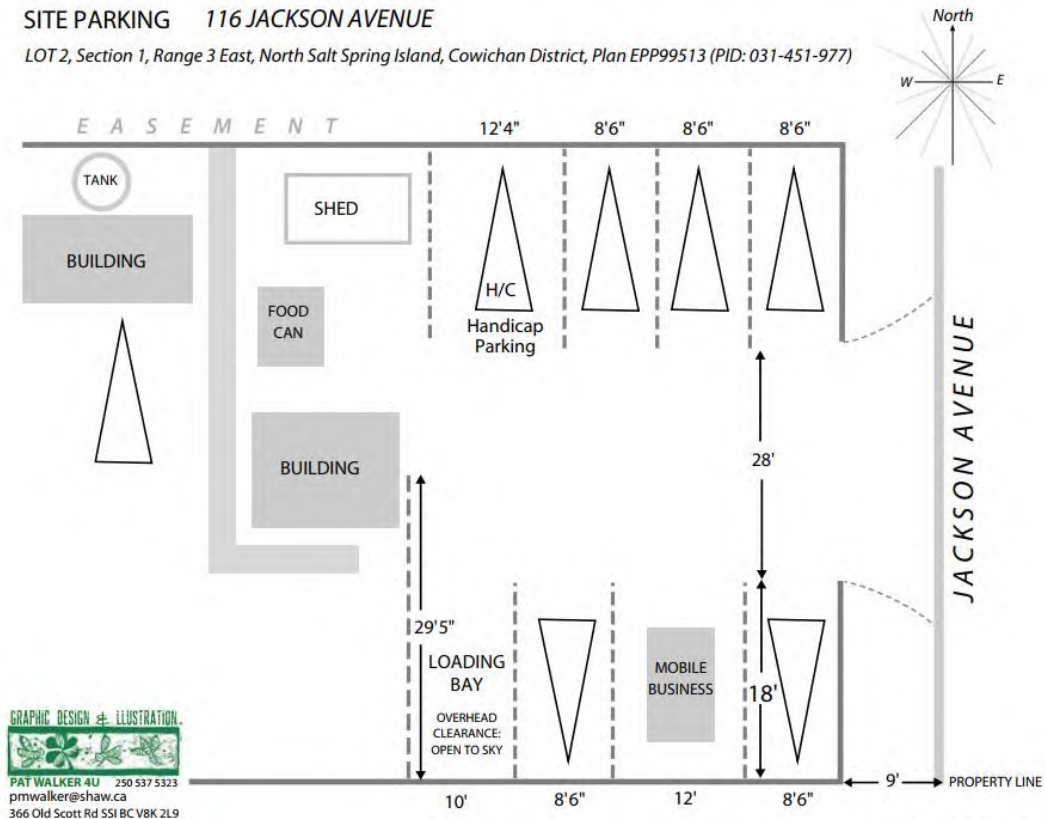
PROPOSED

SALT SPRING ISLAND LOCAL TRUST COMMITTEE TEMPORARY USE PERMIT PLTUP20250097

Schedule No. 2 Site Parking

SITE PARKING 116 JACKSON AVENUE

LOT 2, Section 1, Range 3 East, North Salt Spring Island, Cowichan District, Plan EPP99513 (PID: 031-451-977)



Date: Friday, April 11 2025

5.1 MAP TITLE

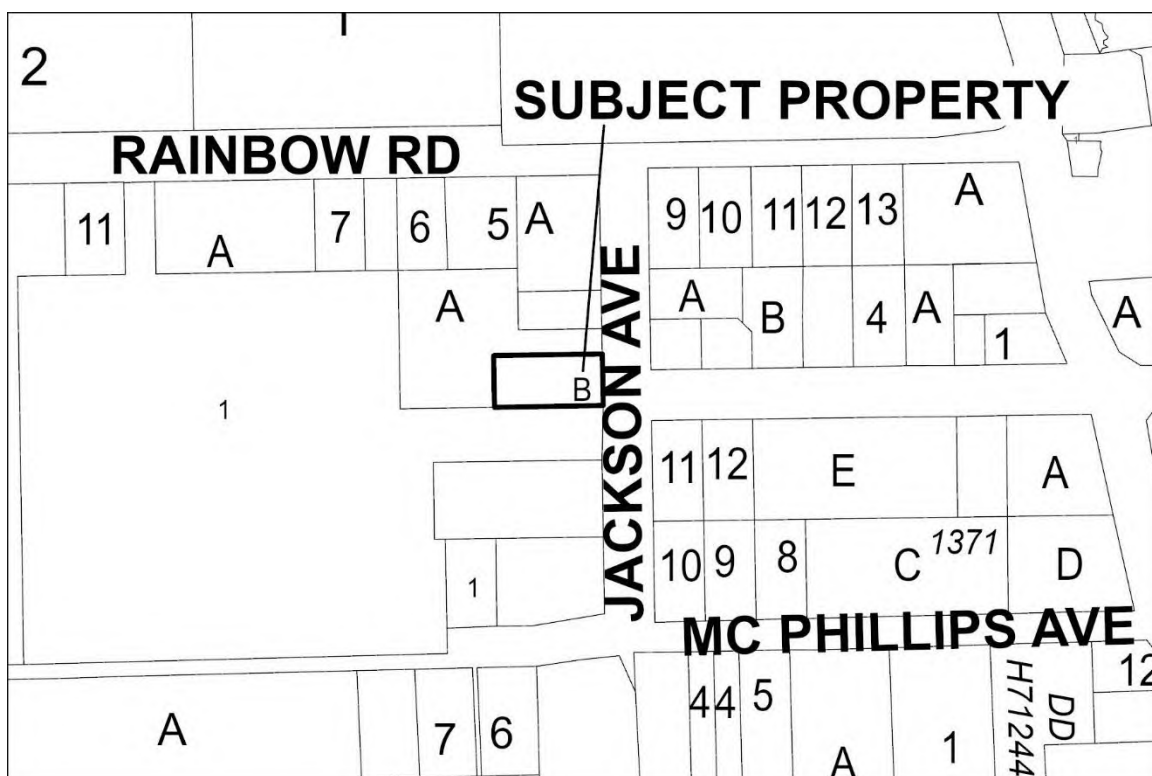


Figure 1 - Subject Property – 116 Jackson Avenue

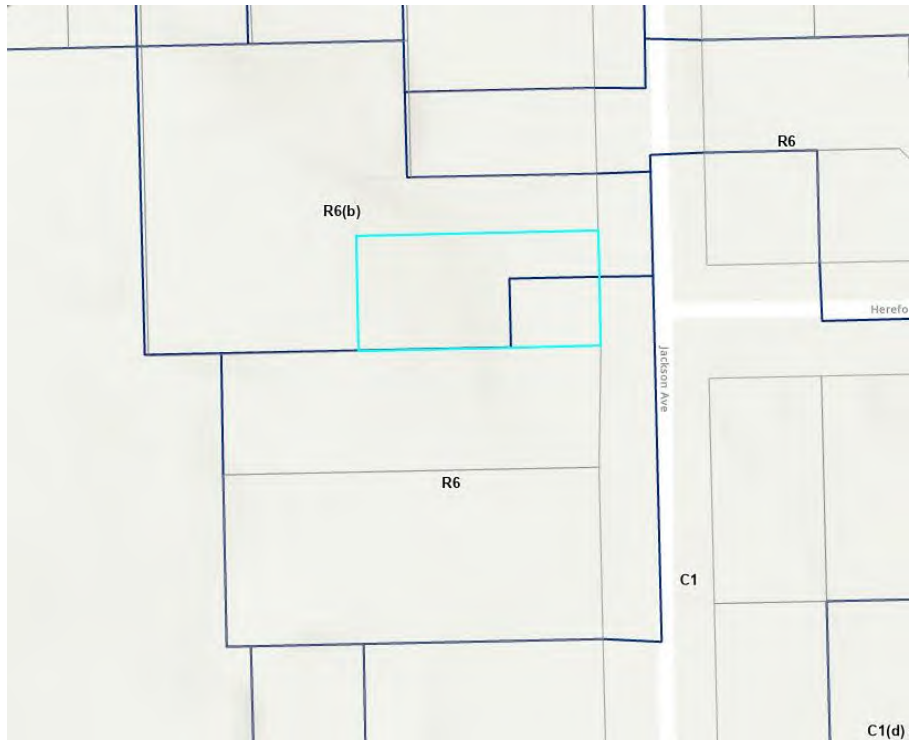


Figure 2 – Subject Property Zoning

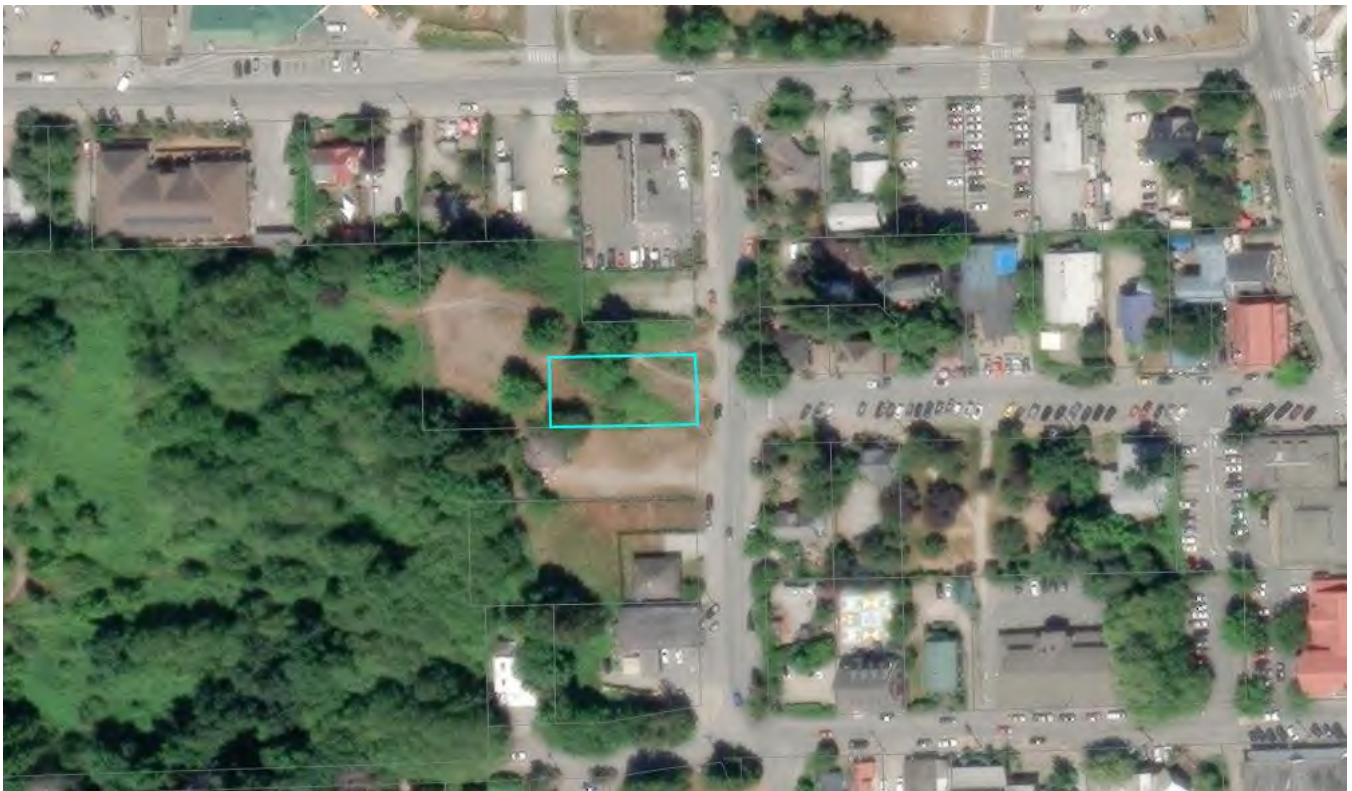


Figure 3 - Subject Property Satellite View

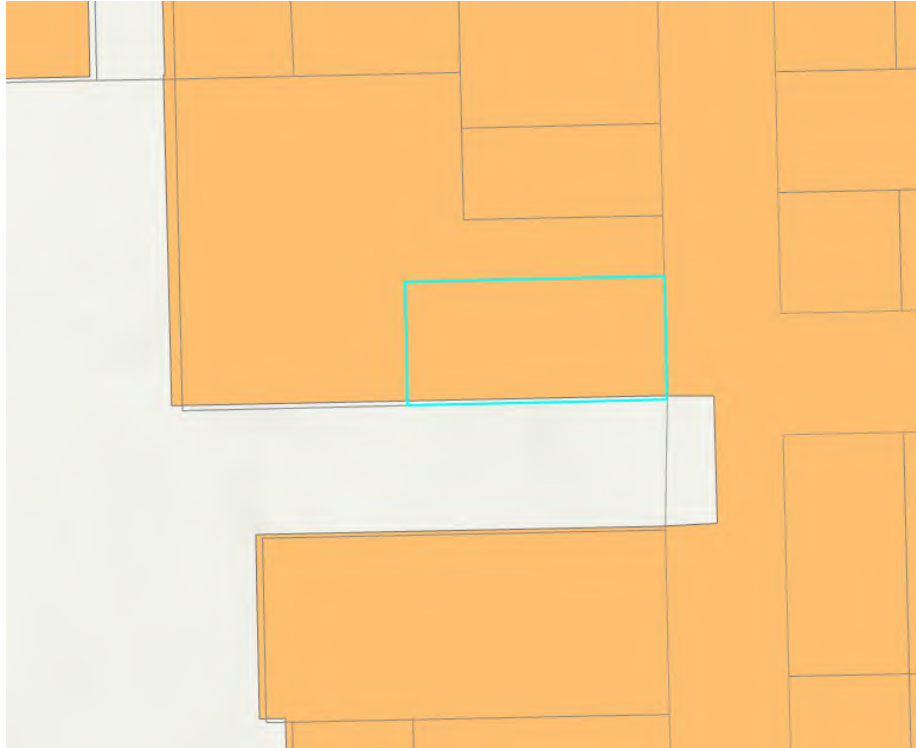


Figure 4 – Island Villages

5.2 PLAN TITLE

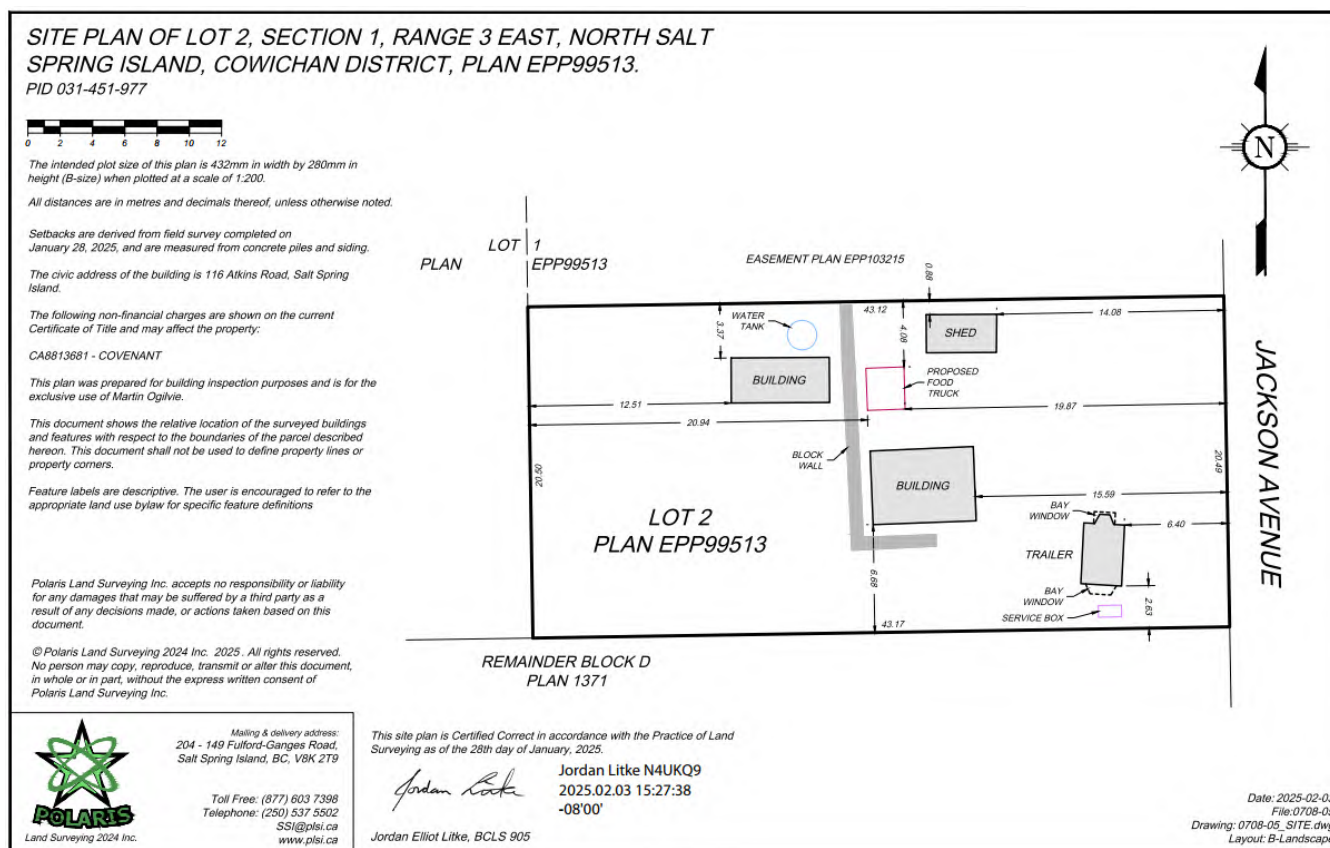


Figure 5 - Site Plan

5.3 PHOTOGRAPH TITLE



Figure 6 – Electrical Shed & Concrete Blocks



Figure 7 – Electrical Shed



Figure 8 – Concrete Blocks, Building B and the proposed location for building A



Figure 9 – View to the East



Figure 6 – View to the North



Figure 7 – Proposed location for building A



Figure 8 – Concrete Blocks, Building B, proposed location for building A and Electrical Shed



Figure 9 – View to West



Figure 10 – Concrete Blocks, Building B and the proposed location for building A (South view)



Figure 11 – Concrete Blocks, Building B and the proposed location for building A



Figure 12 – The new trailer



Figure 17 – View to the site

DATE OF MEETING: May 8, 2025

TO: Salt Spring Island Local Trust Committee

FROM: Oluwashogo Garuba, A/Planner 2
Salt Spring Island Team

COPY: Chris Hutton, Regional Planning Manager

SUBJECT: Application to amend Salt Spring Island Land Use Bylaw from Rural Zone to Rural Variant f (f) Zone
Applicant: Jordan Litke
Location: 200 Collins Road, SSI

RECOMMENDATION

1. That the Salt Spring Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 541 cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2024" (200 Collins Road) is not contrary to or at variance with the Islands Trust Policy Statement.
2. That the Salt Spring Island Local Trust Committee Bylaw No. 541 cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2024", be read a first time (PLRZ20240145, 200 Collins Road).
3. That the Salt Spring Island Local Trust Committee Bylaw No. 541 cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2024", be read a second time (PLRZ20240145, 200 Collins Road).
4. That the Salt Spring Island Local Trust Committee Bylaw No. 541 cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2024", be read a third time (PLRZ20240145, 200 Collins Road).
5. That Salt Spring Island Local Trust Committee Bylaw No. 541, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2024", be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

REPORT SUMMARY

This staff report proposes amendments to Salt Spring Island Land Use Bylaw No. 355 (LUB) to vary the zoning of the subject property to allow one single family dwelling and one full time rental cottage. Staff recommends that the Salt Spring Island Local Trust Committee (SS LTC) consider first and second reading of the draft bylaw (Appendix No. 1) and consider the application in relation to the Island Trust Policy Statement.

BACKGROUND

This report follows the November 14, 2024 meeting of the SS LTC where the following resolutions were passed (previous staff reports (including site context and photos), the proposed bylaw, correspondence and referral responses) can be found on the [Salt Spring Island Current Applications webpage](#):

SS-2024-119

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to proceed with processing application PLRZ20240145.

CARRIED

SS-2024-120

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to prepare a draft bylaw to amend Salt Spring Island Land Use Bylaw No. 355, 1999, to rezone Section 3, Range 2 West, North Salt Spring Island, Cowichan District, Except Part In Plan 3955, from Rural (R) zone to a Rural (f) (R (f)) zone permitting a Full time rental cottage with floor area up to 90m².

CARRIED

SS-2024-121

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to refer to and seek input from the Islands Trust Conservancy Board and other applicable agencies and First Nations that an application has been received to amend the Salt Spring Island Land Use Bylaw No. 355, 1999.

CARRIED

SS-2024-122

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to proceed with public notification for application PLRZ20240145 as per section 467 of the Local Government Act.

CARRIED

ANALYSIS

Policy/Regulatory

The SS LTC is unfettered in its consideration of a rezoning and may choose to request more information, proceed more incrementally, or defer the application.

Islands Trust Policy Statement:

An assessment of the proposed application relative to the Islands trust Policy statement was undertaken and it was determined that it is consistent with the Policy statement. The Policy Statement Directives Only Checklist, in accordance with section 1.9 of the "Policy Statement Implementation" portion of the Islands trust Policy and Procedures Manual can be found in Attachment 2.

Issues and Opportunities

See staff report considered at the [November 14, 2024](#) LTC Meeting for a detailed discussion of issues and opportunities associated with this application.

Consultation

In accordance with [Section 499\(3\)](#) of the *Local Government Act* and Section 8 of the [Salt Spring Island Development Procedures Bylaw No. 304](#), statutory notice of the proposed rezoning was mailed to all owners and tenants in occupation of properties within 100 metres (328.08 feet) of the subject property's boundaries on April 23rd 2025. The notification period will end on May 7th, 2025. No correspondence has been received at time of submission of this report. Staff will verbally indicate if any correspondence has been received subsequent to submission of this report at the SS LTC meeting.

Statutory Requirements

In accordance with regular statutory requirements, a public hearing is not required for this application.

In accordance with LTC resolutions SS-2024-121, the application was referred to the following agencies:

First Nations

Cowichan Tribes
Halalt First Nation
Lyackson First Nation
Pauquachin First Nation
Penelakut Tribe
Semiahmoo First Nation
Stz'uminus First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation
Ts'uubaa-Asatx (Lake Cowichan) First Nation

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

Provincial Agencies

BC Assessment Authority
Front Counter BC

Regional Agencies

Capital Regional District
CRD – SSI Building Inspection
Islands Trust – Islands Trust Conservancy

Non-Agency Referrals

BC Ambulance Service
RCMP
SSI Fire-Rescue
Salt Spring Island Coast Salish Society

Through the referral process, no concerns have been indicated by the agencies included.

Rationale for Recommendation

As outlined in the November 14, 2024 Staff Report, the proposed Land Use Bylaw amendment is generally consistent with the Islands Trust Policy Statement and as such, can be advanced. Staff therefore recommends that the LTC read Proposed Bylaw No. 541 for a first and second time.

ALTERNATIVES

The LTC may consider the following alternatives to the staff recommendation:

1. Amend the Draft Bylaw No. 541

The SS LTC may wish to amend the draft LUB. If selecting this alternative, the SS LTC should describe the specific amendment. Recommended wording for resolution:

- *That Salt Spring Island Local Trust Committee amend Bylaw No. 541, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2024", by [list amendments...] (PLRZ20240145, 200 Collins Road).*

- That Salt Spring Island Local Trust Committee Bylaw No. 541, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2024", be read a first time, as amended (PLRZ20240145, 200 Collins Road).
- That Salt Spring Island Local Trust Committee Bylaw No. 541, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2024", be read a second time, as amended (PLRZ20240145, 200 Collins Road).

2. Deny the application

The LTC may deny the application. If this alternative is selected, the LTC should state the reasons for denial. Recommended wording for the resolution is as follows:

That the Salt Spring Island Local Trust Committee deny application PLRZ20240145 for the following reasons...

3. Hold the application in abeyance

The LTC may choose to hold the application in abeyance pending completion of a significant study or OCP process, etc. Recommended wording for the resolution is as follows:

That the Salt Spring Island Local Trust Committee place application PLRZ20240145 in abeyance until the conclusion of the Salt Spring Island OCP/LUB update project...

NEXT STEPS

If the recommended resolutions are accepted, draft Bylaw No. 541 will be read three times and referred to the executive committee.

Submitted By:	Oluwashogo Garuba, A/Planner 2	April 15, 2025
Concurrence:	Chris Hutton, Regional Planning Manager	April 30, 2025

ATTACHMENTS

1. Draft Bylaw No. 541
2. Islands Trust Policy Statement Directive Policies
3. Referral Responses

SALT SPRING ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 541

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 Land Use Bylaw, 1999, Amendment No. 2, 2024”.

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 Schedule “A” – Zoning Map, is amended by changing the zoning classification for LOT 3 SECTION 3 RANGE 2 WEST NORTH SALT SPRING COWICHAN DISTRICT PLAN EPP100050 from Rural (R) to Rural variant f (R (f)), as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule “A” to Bylaw No. 355 as are required to effect this change.

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 _____ 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____

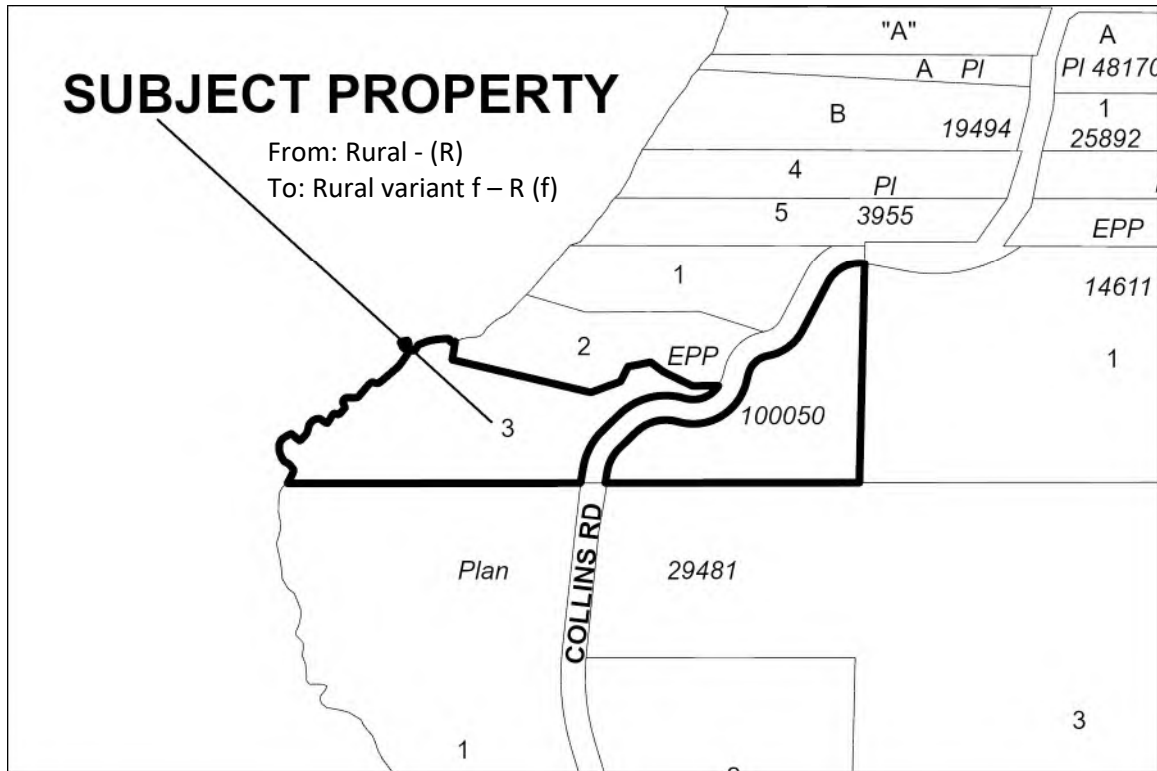
ADOPTED THIS _____ DAY OF _____ 20____

Chair

Secretary

SALT SPRING ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 541

Plan No. 1





ISLANDS TRUST POLICY STATEMENT DIRECTIVES ONLY CHECKLIST

File No.: PLRZ20240145 | Bylaw No: 541
200 Collins Road (PID: 031-498-400)

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committees address certain matters in their official community plans and regulatory bylaws, 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 CHECKLIST

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
✓	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
✓	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.
✓	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.
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.
CONSISTENT	No.	DIRECTIVE POLICY
	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.
✓	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.

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.
✓	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
	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
N/A	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
✓	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
✓	<i>In compliance with Trust Policy</i>
	<i>Not in compliance with Trust Policy for the following reasons:</i>

From: Mike Tippett <Mike.Tippett@cverd.bc.ca>
Sent: Friday, January 17, 2025 10:26 AM
To: Rob Pingle
Cc: EAD; Ann Kjerulf
Subject: RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 541 Referral - For Response
Attachments: 2025-01-16 SS BL-541_ReferralResp.pdf; 2025-01-16 SS-BL-541_ReferralForm.pdf

Dear Rob,

Thank you for referring this Islands Trust land use application to the CVRD.

As noted on one of the two attachments to this email, the CVRD's interests are unaffected by proposed Salt Spring Island Local Trust Committee Bylaw 541, which would change the subject property zoning from Rural to Rural variant F to permit 1 dwelling and 1 full time rental cottage located at 200 Collins Road, Salt Spring Island.

Best regards,

Mike Tippett MRM, RPP, MCIP

Manager, Community Planning Division
 Land Use Services Department
 Cowichan Valley Regional District
 175 Ingram Street
 Duncan BC V9L 1N8
 Telephone (direct) 250.710.2928

From: Rob Pingle <rpingle@islandstrust.bc.ca>
Sent: Thursday, January 16, 2025 1:52 PM
To: Mike Tippett <Mike.Tippett@cverd.bc.ca>; Jas Chonk <jchonk@islandstrust.bc.ca>; Nadine Mourao <nmourao@islandstrust.bc.ca>; 'realestate@crd.bc.ca' <realestate@crd.bc.ca>; 'amanda.vanderkloof@bcas.ca' <amanda.vanderkloof@bcas.ca>; 'saltspring@rcmp-grc.gc.ca' <saltspring@rcmp-grc.gc.ca>; 'jholmes@saltspringfire.com' <jholmes@saltspringfire.com>; 'FrontCounterBC@gov.bc.ca' <FrontCounterBC@gov.bc.ca>; Corlynn Strachan <cstrachan@islandstrust.bc.ca>
Cc: Oluwashogo Garuba <ogaruba@islandstrust.bc.ca>
Subject: Salt Spring Island Local Trust Committee Proposed Bylaw No 541 Referral - For Response

Dear Referral Coordinators,

We are contacting you in regards to a referral of Bylaw No. 541 (attached), which proposes to amend the Land Use Bylaw to permit one (1) dwelling and one (1) full time rental cottage on the property at

RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 541 Referral - For Response

200 Collins Road, Salt Spring Island.

Staff reports and other materials related to the proposed bylaw can be viewed on our website at: <https://islandstrust.bc.ca/island-planning/salt-spring/current-applications/> as PLR20240145.

A reply is respectfully requested by **March 17, 2025** to ensure that your concerns or comments are considered by our elected officials.

Should you have any questions, or require further information on the Proposed Bylaw, please contact Islands Trust Planner Oluwashogo Garuba at (250) 538-5603 or ogaruba@islandstrust.bc.ca and she would be happy to answer any questions you may have.

Referral responses should be addressed to myself at rpingle@islandstrust.bc.ca.

Thank you for your time and attention to this referral,

Rob Pingle

Legislative Clerk | Deputy Secretary

Islands Trust

4 – 121 McPhillips Avenue | Salt Spring Island BC V8K 2T6

Phone: 250-538-5600 | www.islandstrust.bc.ca

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

The Salt Spring Island Islands Trust office at 500 Lower Ganges Rd is now closed. Islands Trust staff will continue to provide services by phone and e-mail until the new office space at 121 McPhillips Avenue opens. During the in-person office closure period, enquiries can be submitted by email at ssiinfo@islandstrust.bc.ca, or call 250.537.9144.

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

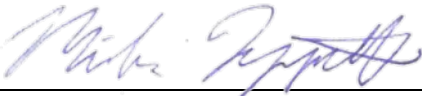
I respectfully acknowledge that the Islands Trust Area is located within the treaty lands and territories of the BOŖEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEŁ, Qualicum, scəwəθən, səliwətəʔ, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SĪÁUTW, Stz'uminus, ʔaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOLEŁP, WSIKEM, Xeláltxw, Xwémalhkwx, Xwsepsum, and x"məðk"əyəm First Nations. Islands Trust is committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.

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)

January 16, 2025

 (Date)

541

 (Bylaw Number)

Manager, Community Planning Division

 (Title)

Cowichan Valley Regional District

 (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)

January 27, 2025
 (Date)

541
 (Bylaw Number)

Jas Chonk, Legislative Clerk
 (Title)

Mayne Island Local Trust Committee
 (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)

January 31, 2025
(Date)

541
(Bylaw Number)

Jas Chonk, Legislative Clerk
(Title)

North Pender Island Local Trust Committee
(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)

Nadine Mourao

(Signature)

February 21, 2025
(Date)

541
(Bylaw Number)

Legislative Clerk / Deputy Secretary
(Title)

Thetis Island Local Trust Committee
(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)

February 11, 2025
 (Date)

541
 (Bylaw Number)

Jas Chonk, Legislative Clerk
 (Title)

Galiano Island Local Trust Committee
 (Agency)

From: Jemma Green
Sent: Tuesday, March 25, 2025 4:54 PM
To: Rob Pingle
Cc: Corlynn Strachan
Subject: RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 541 Referral

Dear Rob,

The Islands Trust Conservancy Board considered this referral at their meeting on March 18. Their response is that the Islands Trust Conservancy's interests are unaffected by Bylaw No. 541.

Please let us know if you require anything further.

Thank you,

Jemma Green, MSc

Covenant Management and Outreach Specialist

Islands Trust Conservancy

200-1627 Fort Street | Victoria BC V8R 1H8

Office 250-405-5182 | Cell 250-812-4680 | islandstrust.bc.ca/conservancy

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

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Protecting islands in the Salish Sea

I respectfully acknowledge that the Islands Trust Area is located within the treaty lands and territories of the BOĆÉĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEL, Qualicum, scəwáθən, səlilwətaʔ, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SṠÁUTW, Stz'uminus, ʔaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOLÉLP, WSIKEM, Xeláltxw, Xwémalhkwu, Xwsepsum, and xʷməθkʷəy̓əm First Nations. Islands Trust Conservancy is committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.

From: Rob Pingle <rpingle@islandstrust.bc.ca>
Sent: Monday, January 20, 2025 10:06 AM
To: Corlynn Strachan <cstrachan@islandstrust.bc.ca>
Cc: Oluwashogo Garuba <ogaruba@islandstrust.bc.ca>; Jemma Green <jgreen@islandstrust.bc.ca>
Subject: RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 541 Referral - For Response

RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 541 Referral

Hi Corlynn,
That timing is completely acceptable.
Thanks, Rob

Rob Pingle
Legislative Clerk | Deputy Secretary
Islands Trust | Salt Spring Island
250-538-5600

From: Corlynn Strachan <cstrachan@islandstrust.bc.ca>
Sent: Friday, January 17, 2025 4:37 PM
To: Rob Pingle <rpingle@islandstrust.bc.ca>
Cc: Oluwashogo Garuba <ogaruba@islandstrust.bc.ca>; Jemma Green <jgreen@islandstrust.bc.ca>
Subject: RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 541 Referral - For Response

Hi Rob,

This rezoning application directly affects an ITC Covenant; therefore, it must be referred to the ITCB for comment. The item has missed the deadline for the next ITC Board meeting happening next Tuesday, January 21st. This means the referral would need to go to our Board at the next ITC Board meeting on March 18, 2025.

ITC Staff have asked for an extension on the comment deadline until March 19, 2025 to allow for ITCB to consider this referral at their next meeting. Is this possible?

Kind regards,

Corlynn Strachan (she, her, hers)
Administrative Assistant
Islands Trust Conservancy
T 250-405-5186 | islandstrust.bc.ca/conservancy
You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421
[Follow us on Facebook](#)

Protecting islands in the Salish Sea

I respectfully acknowledge that the Islands Trust Area is located within the treaty lands and territories of the BOKÉĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEL, Qualicum, scaᵱaᵱən, səlilwatał, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SÁÁUTW, Stz'uminus, ʔaᵱəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, W̱ JOŁELP, W̱ SIKEM, Xeláltxw, Xwémalhkww, Xwsepsum, and xʷməᵱkʷəyəm First Nations. Islands Trust Conservancy is committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually

significant region in the Salish Sea.

From: Rob Pingle <rpingle@islandstrust.bc.ca>

Sent: Thursday, January 16, 2025 1:52 PM

To: 'mtippett@cvrd.bc.ca' <mtippett@cvrd.bc.ca>; Jas Chonk <jchonk@islandstrust.bc.ca>; Nadine Mourao <nmourao@islandstrust.bc.ca>; 'realestate@crd.bc.ca' <realestate@crd.bc.ca>; 'amanda.vanderkloof@bcas.ca' <amanda.vanderkloof@bcas.ca>; 'saltspring@rcmp-grc.gc.ca' <saltspring@rcmp-grc.gc.ca>; 'jholmes@saltspringfire.com' <jholmes@saltspringfire.com>; 'FrontCounterBC@gov.bc.ca' <FrontCounterBC@gov.bc.ca>; Corlynn Strachan <cstrachan@islandstrust.bc.ca>

Cc: Oluwashogo Garuba <ogaruba@islandstrust.bc.ca>

Subject: Salt Spring Island Local Trust Committee Proposed Bylaw No 541 Referral - For Response

Dear Referral Coordinators,

We are contacting you in regards to a referral of Bylaw No. 541 (attached), which proposes to amend the Land Use Bylaw to permit one (1) dwelling and one (1) full time rental cottage on the property at 200 Collins Road, Salt Spring Island.

Staff reports and other materials related to the proposed bylaw can be viewed on our website at: <https://islandstrust.bc.ca/island-planning/salt-spring/current-applications/> as PLRZ20240145.

A reply is respectfully requested by **March 17, 2025** to ensure that your concerns or comments are considered by our elected officials.

Should you have any questions, or require further information on the Proposed Bylaw, please contact Islands Trust Planner Oluwashogo Garuba at (250) 538-5603 or ogaruba@islandstrust.bc.ca and she would be happy to answer any questions you may have.

Referral responses should be addressed to myself at rpingle@islandstrust.bc.ca.

Thank you for your time and attention to this referral,

Rob Pingle

Legislative Clerk | Deputy Secretary

Islands Trust

4 – 121 McPhillips Avenue | Salt Spring Island BC V8K 2T6

Phone: 250-538-5600 | www.islandstrust.bc.ca

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

The Salt Spring Island Islands Trust office at 500 Lower Ganges Rd is now closed. Islands Trust staff will continue to provide services by phone and e-mail until the new office space at 121 McPhillips Avenue opens. During the in-person office closure period, enquiries can be submitted by email at ssiinfo@islandstrust.bc.ca, or call 250.537.9144.

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

I respectfully acknowledge that the Islands Trust Area is located within the treaty lands and territories of the BOKÉĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEL, Qualicum, scəwəθən, səlilwətaʔ, SEMYOME, shíshálh, Sḵwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SḶÁUTW, Stz'uminus, ʔaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOŁEŁP, WSIKEM, Xeláltxw, Xwémalhkwu, Xwsepsum, and xʷməθkʷəy̓əm First Nations. Islands Trust is committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.



Ts'uubaa-asatx Nation
313B Deer Lake Road
Lake Cowichan, British Columbia
V0R 2G0
Phone: 250-749-3301
Fax: 250-749-4286

21-Jan-2025 15:37 PST

Islands Trust
Attn: Rob Pingle

Project Name: Salt Spring LTC Proposed Bylaw No 541 Referral
Date Received: 17-Jan-2025
Ts'uubaa-asatx Nations Consultation Spectrum Assessment: Level 3

'Au Si'em:

Ts'uubaa-asatx First Nation generally has no concerns with the site specific zoning amendment, to your 1999 Land Use Bylaw, for the subject property.

The project area appears to fall within the Hul'q'umi'num Statement of Intent as submitted to the BC Treaty Commission process, but outside Ts'uubaa-asatx Nation's core title area. Ts'uubaa-asatx Nation would recognize this area as being in close proximity to other Hul'q'umi'num or Nuu-chah-nulth First Nation Tumuhw (lands). As such, I would categorize this as a Level 3 rights area for Ts'uubaa-asatx Nation. Level 3 identifies that Ts'uubaa-asatx Nation had harvesting, trade and Nation to Nation relations, but not necessarily sole title and governing authorities, which would be Ts'uubaa-asatx Nation's highest S.35 interests and would require high end of the Haida spectrum consultation.

However, Level 3, is still considered to be a very high consultation matter as it represents our inter-community cultural activities and shared title and harvesting areas with our Hul'q'umi'num or Nuu-chah-nulth relatives. Despite this we would generally defer to the First Nation(s) whose traditional territory fronts this area. Should Ts'uubaa-asatx Nation identify greater interests in the future we retain the right to revise this assessment. However, at this time, we defer to any Nation(s) whose title and governing authorities are directly affected.

'Uy' Skweyul,

Monty Horton



Hul'q'umi'num language terms:

'Au Si'em: a term denoting high respect.

'Uy' Skweyul: good day.

From: TFN Referrals <referrals@tsawwassenfirstnation.com>
Sent: Thursday, February 13, 2025 3:02 PM
To: Rob Pingle
Cc: Sheila Williams; Kelly Scott
Subject: Re: Salt Spring Island Local Trust Committee Proposed Bylaw No 541 Referral - For Response

Hi Rob,

Thank you for the email.

Tsawwassen First Nation (TFN) has no concerns regarding this file, at this time. However, TFN requests all copies of interim and final reports produced for this project.

hay čx^w qə

Thank you

Amelia Cooper, B.A., Cert.
Referrals Analyst
Treaty Rights and Title Department
Tsawwassen First Nation
1926 Tsawwassen Drive, Tsawwassen, BC V4M 4G4
C 604-619-6930



From: Rob Pingle <rpingle@islandstrust.bc.ca>
Sent: Thursday, January 16, 2025 3:11 PM
To: Tia Williams <twilliams@tsawwassenfirstnation.com>; TFN Policy <policy@tsawwassenfirstnation.com>; TFN Referrals <referrals@tsawwassenfirstnation.com>
Cc: Oluwashogo Garuba <ogaruba@islandstrust.bc.ca>; Reconciliation <Reconciliation@islandstrust.bc.ca>
Subject: Salt Spring Island Local Trust Committee Proposed Bylaw No 541 Referral - For Response

Some people who received this message don't often get email from rpingle@islandstrust.bc.ca. [Learn why this is important](#)

Dear Chief and Council,

Re: Salt Spring Island Local Trust Committee Proposed Bylaw No 541 Referral - For Response

We are contacting you in regards to a referral of Bylaw No. 541 (attached), which proposes to amend the Land Use Bylaw to permit one (1) dwelling and one (1) full time rental cottage on the property at 200 Collins Road, Salt Spring Island. Our planner is available to discuss this referral with you if you would like to ensure that your Nation's concerns or comments are considered by our elected officials.

Staff reports and other materials related to the proposed bylaw can be viewed on our website at: <https://islandstrust.bc.ca/island-planning/salt-spring/current-applications/> as PLRZ20240145.

A reply is respectfully requested by **March 17, 2025**.

Should you have any questions, or require further information on the Proposed Bylaw, please contact Islands Trust Planner Oluwashogo Garuba at (250) 538-5603 or ogaruba@islandstrust.bc.ca and she would be happy to answer any questions you may have.

Referral responses should be addressed to myself at rpingle@islandstrust.bc.ca.

Thank you for your time and attention to this referral,

Rob Pingle

Legislative Clerk | Deputy Secretary

Islands Trust

4 – 121 McPhillips Avenue | Salt Spring Island BC V8K 2T6

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DATE OF MEETING: May 8, 2025

TO: Salt Spring Island Local Trust Committee

FROM: Oluwashogo Garuba, A/Planner 2
Salt Spring Island Team

COPY: Chris Hutton, Regional Planning Manager

SUBJECT: Land Use Bylaw amendment to bring existing use into compliance at the expiration of existing Land Use Contract Bylaw 195
Applicant: Daryl Janyk
Location: 355 Blackburn Road, Salt Spring Island

RECOMMENDATION

1. That the Salt Spring Island Local Trust Committee request staff to proceed with processing application PLRZ20240021.
2. That the Salt Spring Island Local Trust Committee request staff to prepare a draft bylaw to amend Salt Spring Island Land Use Bylaw No. 355, 1999, to rezone THE NORTH EAST 1/4 OF SECTION 85, SOUTH SALT SPRING ISLAND, COWICHAN DISTRICT EXCEPT THAT PART IN PLAN 35855, from Agriculture 2 (A2) to Agriculture 2 variant c (A2 (c)).

REPORT SUMMARY

The purpose of this report is to present the Salt Spring Island Local Trust Committee (SS LTC) with a preliminary staff report which introduces the proposed amendments to the Salt Spring Island Land Use Bylaw No. 355, 1999 (LUB), to permit the current uses on the subject property and bring it into compliance with the LUB at the expiration of the existing Land Use Contract (LUC) Bylaw No. 195.

This staff report examines relevant policies (Salt Spring Island Official Community Plan Bylaw (OCP) No. 434 and the Islands Trust Policy Statement (ITPS)), evaluates the proposed rezoning in consideration of these policies, and provides recommendations on how to proceed with the application. The application as submitted would amend the LUB by rezoning the subject property from **Agriculture 2 (A2)** to **Agriculture 2 variant c (A2 (c))**. Staff recommends the LTC request draft amendments to the LUB be prepared for consideration. This recommendation is supported as:

- The rezoning will bring the subject property into compliance with Salt Spring Island Land Use regulations;
- The current use of the property has been ongoing for over forty (40) years and no negative impact has been reported or observed.

BACKGROUND

The 26.8 ha (66.23 ac) property is located on Blackburn Road on North East end of Salt Spring Island, zoned Agriculture 2 (A2) is currently occupied by a program building, pump house, Greenhouse, sauna, fitness Yurt, garden house, Single family dwelling – Director’s residence, school building, cabins, tool shed, agritourism cabin, workshop, storage shed, shower house and school picnic shelter.

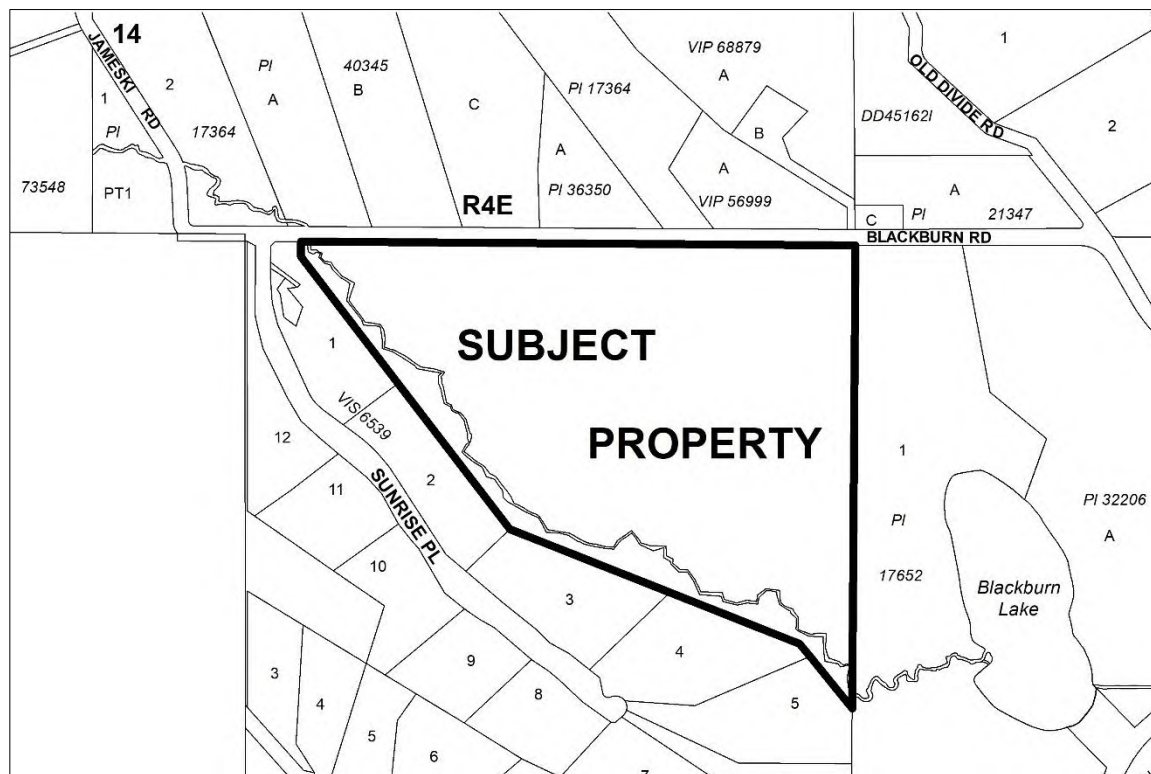


Figure 1: Subject Property Map

The subject property had a land use contract, which permitted some uses in addition to those permitted in the Agriculture 2 (A2) zone. However, this Land Use Contract Bylaw 195 (LUC), adopted in 1988 expired June 2024 (along with all other land use contracts in the province, following a legislative change that phased them out at that time), thereby making the current uses legal non-conforming. Subject property therefore has become subject to the zoning bylaw according to Section 547 (2) of the *Local Government Act*.

In order to bring the current uses into compliance, the applicant has applied for an amendment to change the current zone to a new zone A2 variant c A2(c).

ANALYSIS

Policy/Regulatory

Islands Trust Policy Statement

Relevant policies of the Islands Trust Policy Statement (ITPS) relating to this rezoning and OCP amendment proposal are:

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.*

Planner Comments: The subject property has Development Permit Area 4 – lakes, streams and wetlands and Development Permit Area 7 – riparian areas located on it, therefore the proposed rezoning needs to ensure that there is no further loss or degradation of watercourses, wetlands and riparian zones located within and close to the subject property. The use shall be considered to determine if there is any anticipated negative impact on water quality in Blackburn Creek and Blackburn Lake. The current use of the property which is being sought to be brought into compliance with the LUB has been ongoing for over forty (40) years and has not been found to be non-compliant with this policy. Therefore, the proposed rezoning is not anticipated to bring about further degradation or loss to the watercourses, wetlands and riparian areas especially Blackburn Creek and Blackburn Lake, therefore in compliance with this policy directive.

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.*

Planner Comments: The subject property is within the Agricultural Land Reserve (ALR) and therefore subject to Agricultural Land Commission (ALC) use regulations and also must ensure that the proposed use is not detrimental to agricultural uses in the surrounding agricultural areas. The use of the property for which a rezoning is being requested has not been identified as having any detrimental effect on agricultural land use in the areas and therefore supported by this policy directive.

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.*

Planner Comments: Due to the subject property being located close to Blackburn Lake and Blackburn Creek, the LTC needs to consider this policy directive in ensuring that water use on the subject property is not detrimental to in-stream uses. This bylaw amendment is supported by this policy directive as no direct detrimental impact to the nearby waterbodies has been attributed to the subject property in over forty (40) years of use.

If LTC decides to proceed with drafting bylaws, the ITPS policy checklist will be presented to LTC for review and consideration in a future staff report if at such time draft bylaws are presented for first and second reading.

Official Community Plan:

The subject property is currently designated as Watershed Agriculture in the Salt Spring Island Official Community Plan (OCP) Bylaw No 434, 2008. Staff have evaluated the application against relevant policies contained in the OCP and note several policies that relate to the proposed rezoning, but have not noted any inconsistency with the OCP at this time.

Applicable OCP policies relevant to Watershed-Agriculture

B.6.2.2.4 *Zoning within the Agriculture and Watershed-Agriculture Designations will continue to allow the land uses, structures and densities allowed by existing zoning and subdivision bylaws. Where existing zoning allows general employment and commercial uses, these will remain as permitted uses unless the property owner applies for a zoning change.*

Planner Comments: The above policy supports land uses, structures and densities permitted by existing zoning bylaws. The existing land uses and structures on subject property were permitted by the LUC Bylaw No 195 up until its expiration in 2024. The proposed bylaw amendment to bring this existing land use and structures into compliance is therefore supported by this policy.

B.6.2.2.10 *The Local Trust Committee could consider changing zoning to permit the following land uses, where permitted by the Agricultural Land Reserve Act or regulations, on individual properties in the Agriculture Designation: small-scale processing and sales of island-grown forest products; farming schools; farm-based tourist accommodation; waste management facilities. Such uses should only be allowed where farming capability is minimal and the planned use would not interfere with land productivity. Preference should be given to proposals that would improve the viability of an existing farm operation.*

Planner Comments: This policy supports the proposed bylaw amendment as the existing uses on the subject property have been permitted by the ALC, therefore, this application is supported by this policy.

B.6.2.2.17 *When it considers rezoning applications that are not related to farming, the Local Trust Committee will ensure the availability of water for farming would not be reduced because of a zoning change. If a rezoning application would result in an increase in water use, the Local Trust Committee will ask the Agricultural Advisory Committee for advice about the potential impacts on farming.*

Planner Comments: This application is not in conflict with this policy as the use has not been found to bring about a reduction in the availability of water for farming and therefore it is not anticipated that this zoning change will cause a reduction in water availability for farming activities.

B.6.2.2.19 *When it considers rezoning applications for land that borders or drains into agricultural land, the Local Trust Committee will ensure that zoning changes are not made in a way that would have a negative effect on farming. For example, the Committee could require that a vegetation buffer be maintained on land that is being rezoned next to farm land, if the proposed use could result in conflicts with a farming operation. The Committee should also ensure that a zoning change would not result in detrimental changes to natural drainage or pollution of water supplies. The Agricultural Advisory Committee will be asked for advice about rezoning applications on land that borders or drains into agricultural land.*

Planner Comments: Although the subject property borders an agricultural land, its current use has not been found to have any negative effect on farming, therefore, the above policy supports the application for a zoning amendment of the subject property.

Development Permit Areas

The subject property is within these Development Permit Areas (DPA): DPA 4 – Lakes, Streams and Wetlands and DPA 7 – Riparian Areas. No development is proposed at this time, and no permit is required for existing development.

Should the application proceed, a checklist for compliance with the applicable OCP Policies would be presented to LTC for review and consideration. As proposed, the summary overview of the proposed plans aligns largely with this subsection.

Land Use Bylaw:

The subject property is zoned as Agriculture 2 (A2) in the LUB. The following are the uses permitted in A2 zone according to the LUB:

- 1) Agriculture, farm buildings, and structures;
- 2) Single-family dwellings (1);
- 3) Home based businesses; and

- 4) Commercial guest accommodations in a campground on agricultural land classified as a farm under the assessment act.

Despite the existing zoning regulations, the subject property had a LUC Bylaw that outlined land use regulations specifically to the subject property up until June 2024 when it was terminated. The following uses were permitted in the Land Use Contract, which expired June 2024:

- a) Educational and religious programs and assembly dealing with physical, spiritual and mental health and the creative arts;
- b) Agriculture and Silviculture;
- c) Artist and Artisan Studios;
- d) Staff Housing;
- e) Provision of food and lodging for residents, staff, and for participants in programs allowed in (a) above; and
- f) Accessory recreational use (not commercial or entrepreneurial, and in facilities costing no more than \$5,000.00).

Further, permitted buildings include:

- a) Program Buildings used to provide overnight accommodation for program participants, assembly, studio, education and health program facilities, and a banquet room and kitchen;
- b) School building used to provide kindergarten; elementary school; assembly use; resident, staff or program participant accommodation; and farm use;
- c) Fitness Buildings used for the provision of facilities for the promotion of overall health;
- d) Resident and Staff buildings used for the housing of residents and staff employed on the land
- e) Seminar Participant Building used for the accommodation of persons registered in programs or educational activities conducted on the land; and
- f) Buildings for farm use.

These uses are in addition to the following set of uses established within the A2 zoning:

- 1) Agriculture, farm buildings, and structures;
- 2) Single-family dwellings (1);
- 3) Home based businesses; and

Commercial guest accommodations in a campground on agricultural land classified as a farm under the assessment act. Upon termination of the subject property has become subject to the LUB, therefore in order to bring the current uses into compliance, the applicant has decided to apply for a zoning bylaw amendment.

Islands Trust Conservancy:

In accordance with Islands Trust Conservancy Board Policy 3.3.1, the Islands trust Conservancy (ITC) does not have covenants on the subject property or adjacent properties, therefore the application has no considerations for the ITC. However, the subject property is within the Medium relative value area for important natural areas and therefore has medium considerations for regional conservation according to the Islands Trust Regional Conservation Plan 2018 - 2027.

Agricultural Land Reserve (ALR)

The property is located within the Agricultural land Reserve (ALR) and therefore all non-farm uses are subject to permission from the Agricultural Land Commission (ALC). If the non-farm use is permitted by the ALC and consistent with the LUB, it may be permitted. The ALC issued a letter (see Attachment 3) indicating the Commission's permission for certain uses on the subject property. These uses include: school facility, exercise room, program building, staff residence, director's residence and studios. These are in addition to the uses permitted in the Agricultural 2 (A2) Zone. Although the ALC has permitted the current uses, the subject property is subject to the other applicable regulations and bylaws including the *Local Government Act* and LUB.

Consultation

Provided that further policy analysis confirms no inconsistency with the OCP, a public hearing may not be required for this application, in accordance with Section 464 (3) of the *Local Government Act*.

Agencies

Should the application proceed, staff have identified the following agencies for bylaw referral. LTC may direct staff to include additional agencies for referral:

- Capital Regional District, Building Inspections
- Agricultural Land Commission,
- Agricultural Advisory Commission
- Advisory Planning Commission

First Nations

Desktop review indicates that there are areas of known archaeological potential within the subject property. Staff has directed the applicant to submit an Archaeological Information Request form prior to the commencement of any development activity on the subject property. In the event that archaeological features or materials are found, either intact or disturbed on the subject property, work should stop immediately and the BC Archaeological Branch should be contacted at 250-953-3334 or archaeology@ov.bc.ca. The Islands Trust reviews all applications to ensure the preservation and protection of cultural heritage, archaeological sites, and ancestral places. As reviewed, the application is consistent with respect to LTC Standing Resolutions on reconciliation. Notwithstanding, to provide applicants with awareness regarding unknown archaeological areas, staff forwarded the Islands Trust Chance Find Protocol and the provincial Archaeological Branch guidelines on Heritage Act directly to the applicants.

Staff have identified the following First Nations for early engagement and referral:

- Cowichan Tribes
- Halalt First Nation
- Lyackson First Nation
- Pauquachin First Nation
- Penelakut Tribe
- Semiahmoo First Nation
- Stz'uminus First Nation
- Tsartlip First Nation
- Tsawout First Nation
- Tsawwassen First Nation
- Tseycum First Nation
- Ts'uubaa-Asatx (Lake Cowichan) First Nation

If the LTC decides to proceed, staff would notify these First Nations and request for their input on the proposed rezoning application.

Rationale for Recommendation

The recommendations on page 1 are supported as:

- The proposed rezoning will bring the current use of the subject property into compliance with the LUB;
- The application appears to be consistent with the OCP policies and objectives.

ALTERNATIVES

The LTC may consider the following alternatives to the staff recommendation:

1. Request further information

The LTC may request further information prior to making a decision. If selecting this alternative, the LTC should describe the specific information needed and the rationale for this request. Recommended wording for the resolution is as follows:

That the Salt Spring Island Local Trust Committee request that the applicant submit to the Islands Trust...

2. Deny the application

The LTC may deny the application. If this alternative is selected, the LTC should state the reasons for denial. Recommended wording for the resolution is as follows:

That the Salt Spring Island Local Trust Committee proceed no further with PLRZ20240021...

3. Hold the application in abeyance

The LTC may choose to hold the application in abeyance pending completion of a significant study or OCP process, etc.

Recommended wording for the resolution is as follows:

That the Salt Spring Island Local Trust Committee hold application PLRZ20240021 in abeyance [list reason].

NEXT STEPS

If the LTC supports proceeding, amending bylaws would be drafted and brought back for considerations for First reading, referrals and public notification.

Submitted By:	Oluwashogo Garuba, A/Planner 2	April 24, 2025
Concurrence:	Chris Hutton, Regional Planning Manager	April 25, 2025

ATTACHMENTS

1. Site Context
2. Applicant's Letter of Rationale
3. ALC Letter

ATTACHMENT 1 – SITE CONTEXT

LOCATION

Legal Description	THE NORTH EAST 1/4 OF SECTION 85, SOUTH SALT SPRING ISLAND, COWICHAN DISTRICT EXCEPT THAT PART IN PLAN 35855
PID	013-510-827
Civic Address	355 Blackburn Road, SSI
Lot Size	26.8 ha (66.23 ac)

LAND USE

Current Land Use	Agriculture 2 (A2)
Surrounding Land Use	Rural (R), Rural Watershed 1 (RW1)

HISTORICAL ACTIVITY

File No.	Purpose
SS-ALR-1989.9	ALC permission for use supported by LUB
SS-BP-2006.43	No information available
SS-BP-2018.89	To build picnic shelter

POLICY/REGULATORY

Official Community Plan Designations	Salt Spring Island Official Community Plan Bylaw #434, 2008 - Watershed Agriculture Development Permit Areas: DPA 4 – Lakes, Streams and Wetlands DPA 7 – Riparian Areas
--------------------------------------	---

Land Use Bylaw	Salt Spring Island Land Use Bylaw #355, 1999 – Agriculture 2 (A2)
Other Regulations	Agricultural Land Reserve Use Regulations
Covenants	Land Use Contract: H608 (Expired June 2024) Covenant: K55201 Covenant: K55202
Bylaw Enforcement	None

SITE INFLUENCES

Islands Trust Conservancy	The application has no considerations for the Islands Trust Conservancy
Regional Conservation Strategy	This application has relative medium value considerations for the Regional Conservation Plan.
Species at Risk	Western painted turtle
Sensitive Ecosystems	None currently mapped
Hazard Areas	Steep slopes mapping indicates medium to low hazard at the subject property
Archaeological Sites	Desktop review indicates known areas of archaeological potential on subject property. Notwithstanding the foregoing, and by copy of this report, the owners and applicant should be aware that there is still a chance that the lot may contain previously unrecorded archaeological material that is protected under the Heritage Conservation Act. If such material is encountered during development, all work should cease and Archaeology Branch should be contacted immediately as a Heritage Conservation Act permit may be needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work.
Climate Change Adaptation and Mitigation	No additional impacts to GHG emissions anticipated as a result of this application
Shoreline Classification	N/A
Shoreline Data in TAPIS	N/A

355 Blackburn Road Rezoning Application.**SECTION 3 How the Development Application furthers Official Community Plan Goals**

For 41 years Dharma Sara Satsang Society and the Salt Spring Centre of Yoga has been a community dedicated to the principles and practices of classical ashtanga yoga, including spiritual practice, selfless service, and community. We hold a strong and unified vision for progress in all key areas of endeavour, including programs, the farm and community life.

Sunday Satsang is a time for all people from the Island and beyond to gather for spiritual song, readings and meditation. Other offerings occur throughout the week.

As communal stewards of the land we continue to recognize and protect our natural environment through maintaining and restoring our organic agricultural and forest land while protecting the rural character of our community.

We have worked cooperatively with the Island Salmon Enhancement Society to enhance the quality of stream and wildlife habitat on this property.

The Centre runs it's own programs and retreats to create an environment for the attainment of peace. There are several Yoga classes for the public to attend weekly. The Centre also provides a venue for other organizations to safely conduct their own programs for well being. The Salt Spring Centre is also a space for craft fairs and community.

The Salt Spring Centre of Yoga provides meaningful living wage employment with mentorship from our elders in the farm and programs. The farm provides organic local food to the community.

The Centre provides safe, healthy housing for staff that enables young people to remain on the Island.

The Salt Spring Centre School was founded in 1983 on this land. It provides a small community based school with an aim of teaching ways to learn to live and learn in peace, through non-harming. Our mission is to offer a secure educational environment in which a child's inherent love of learning is celebrated.

**British Columbia
Agricultural
Land Commission**

September 29, 1989

ATTACHMENT 3

Telephone: (604) 660-7000
Fax: (604) 660-7033

Room 133, 4940 Canada Way, Burnaby, B.C. V5G 4K6

Reply to attention of
Shirley Brightman

Sidney Filkow
Box 1371, Ganges
Salt Spring Island, B.C.
VOS 1EO

Dharma Sara Satsang Society
Box 1133
355 Blackburn Road
Salt Spring Island, B.C.
VOS 1EO

Dear Mr. Filkow:

Re: Application #21-C-23775 I.T.

This is to advise that the Provincial Agricultural Land Commission has considered your application regarding land described as the Northeast 1/4 Section 85 except Plan 25855, South Salt Spring Island.

Pursuant to Section 20(1) of the Agricultural Land Commission Act, the Commission, by Resolution #914/89 has agreed that the Dharma Sara Satsang Society be allowed to:

1. Finish and convert the existing 35' x 60' agricultural storage and repair shop into a school facility capable of accommodating up to a maximum of sixty students.
2. Expand the existing 400 square foot exercise room to include a sauna, jacuzzi, change rooms and additional exercise areas.
3. Renovate the Manor House to include a program area, upgraded dining and kitchen facilities and rooms for overnight guest accommodation. In recognition of the long term plans of the Society, the Commission has agreed to allow the construction of up to 6 additional rooms for overnight guest accommodation.
4. Convert the existing 15' x 45' farm machinery storage building into three bedrooms with common room and bathroom for staff and/or farmhand use. In recognition of the long term plans of the Society, the Commission has agreed to the construction of up to 5 additional bedrooms for staff. This staff housing should preferably be dormitory style.
5. Retain the 14' x 70' mobile home which serves as the Director's home.

....2

Page 2

6. construct up to four small studios of approximately 15 by 20 feet each for painting, drawing, pottery etc. subject to the confinement of the above described uses within the 43.24 hectares (8 acres) area which was specifically approved by the Commission under Resolution #11306/79. The land referred to in the application will continue to be subject to the provisions of the Agricultural Land Commission Act and regulations except as provided by this approval.

This approval in no way relieves the owner or occupier of the responsibility of adhering to all other legislation, including zoning, subdivision and other land use bylaws of a municipality or regional district and decisions of responsible authorities which may apply to the land.

Before your development can proceed, other requirements such as public road dedications, highway access permits, sewage disposal permits, etc. may be necessary and we urge you to check with the responsible authorities.

Please quote Application #21-C-23775 I.T. in any future correspondence.

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION



PER: R. P. Murdoch, General Manager

SB/lv

cc: Islands Trust (#ALR.09.1989)
Approving Officer, Hwys - Victoria
B.C. Assessment Authority - Victoria
Mr. Mark Raetzen



Islands Trust

BYLAW REFERRAL FORM

Suite 200, 1627 Fort Street
Victoria, B.C. V8R 1H8
Ph: (250) 405-5151
Fax: (250) 405-5155
information@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Galiano Island Local Trust Area Bylaw No.: 291 Date: April 2, 2025

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 30 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

PURPOSE OF BYLAW:

The purpose of **Bylaw 291** is to amend the Galiano Island Land Use Bylaw to re-zone the 85-hectare subject property (District Lot 14, Galiano Island) from **Forest 1 (F1)** to two split-zones: 82.5 hectare to be a site-specific **Forest 3 a (F3(a)) zone** and 2.7 hectares to a site-specific **Forest Industrial b (FI(b)) zone**. The F3(a) zone will legalize the siting of four existing dwellings. The FI(b) zone will permit all uses in the Forest Industrial zone, but would not permit an accessory dwelling unit. As a condition of bylaw adoption, the applicant must register on property title a sustainable forestry management covenant and a s.219 covenant that restricts subdivision into lots less than 20 hectares, identifies developable areas, and requires a secondary groundwater assessment.

The proposal and draft Bylaw No. 291 are compliant with the Galiano Island Official Community Plan Bylaw No. 108.

Professional reports and staff reports are available on the Galiano Island Current Applications webpage:
<https://islandstrust.bc.ca/island-planning/galiano/current-applications/>

GENERAL LOCATION:

Galiano Island Local Trust Area

OTHER INFORMATION:

Additional information is available at: <https://islandstrust.bc.ca/island-planning/galiano/current-applications/>

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.

Kim Stockdill

(Signature)

Name: Kim Stockdill

Title: Island Planner

Contact Info: Tel: 250-405-5157

Email: kstockdill@islandstrust.bc.ca

PLEASE TURN OVER 

This referral has been sent to the following agencies:

Provincial Agencies

Ministry of Municipal Affairs
Ministry of Transportation and Transit
Ministry of Forests
BC Archaeological Branch
Managed Forest Council

Regional Government

CRD - Building Inspection
CRD – Corporate Services
CRD – Galiano Island Parks & Recreation Commission
Island Health
BC Hydro

Non-Agency Referrals

Islands Trust Conservancy
Galiano Conservancy
Galiano Island Fire Rescue – South Department
WSANEC Leadership Council
Coast Salish Peoples Society
Georgeson Family

Adjacent Local Trust Committees and Municipalities

Mayne Island Local Trust Committee
Salt Spring Island Local Trust Committee
Thetis Island Local Trust Committee

First Nations

- Stz'uminus First Nation
- Ts'uubaa-asatx First Nation
- Halalt First Nation
- Lyackson First Nation
- Penelakut Tribe
- Semiahmoo First Nation
- Pauquachin First Nation
- Tsartlip First Nation
- Tseycum First Nation
- Cowichan Tribes
- Tsawwassen First Nation
- Tsawout First Nation
- Snuneymuxw First Nation

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

Galiano Island Local Trust Area

 (Island)

 (Signature)

 (Date)

287/288

 (Bylaw Number)

 (Name and Title)

 (Agency)

DRAFT

GALIANO ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 291

A BYLAW TO AMEND GALIANO ISLAND LAND USE BYLAW NO. 127, 1999

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

1. Citation

This bylaw may be cited for all purposes as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2023”.

2. Galiano Island Local Trust Committee Bylaw No. 127, cited as “Galiano Island Land Use Bylaw No. 127, 1999,” is amended as follows:

2.1 By adding the following new Subsection under Section 7.3 ‘Forest 3 Zone’:

“Site-Specific Regulations

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

		Table 7.3	
	1	2	3
	Site-Specific Zone	Location Description	Site Specific Regulations
1	F3(a)	A Portion of District Lot 14, Galiano Island, Cowichan District	1) Despite Subsection 7.3.2, one single non-residential building or structure for timber production and harvesting uses with a floor area not exceeding 93 square metres is permitted per dwelling, and every such buildings or structure must be screened by a landscape screen not less than 9 metres in height and complying with Subsection 15.1.1 of this bylaw. 2) Despite Subsection 7.3.3, four dwellings accessory to timber production and harvesting uses with a maximum floor area of 93 square metres per dwelling.

”

2.2 By adding the following new Section 9.6(C):

“9.6(C) Forest Industrial Zone B – FI(B)

The intent of the FI(B) zone is to permit limited industrial uses within a prescribed area of a forest lot.

Permitted Uses

- 9.6(C).1 In the Forest Industrial FI(B) zone the following uses are permitted, subject to the regulations set out in this section and the general regulations set out in Parts 2 and 3, and all other uses are prohibited.
- 9.6(C).1.1 timber production and harvesting
 - 9.6(C).1.2 aggregate processing and storage
 - 9.6(C).1.3 storage and repair of forestry equipment and vehicles
 - 9.6(C).1.4 accessory sawmilling and planing of timber and the growing of seedlings in nurseries
 - 9.6(C).1.5 accessory contractors' workshops and yards
 - 9.6(C).1.6 accessory sale of building materials and supplies manufactured on the lot

Permitted Density

- 9.6(C).2 Lot coverage must not exceed 20% of any lot.

Permitted Height

- 9.6(C).3 No building or structure for a use permitted by this section may exceed 9 metres in height. Accessory buildings and structures must not exceed one storey and a height of 5 metres.

Minimum Setbacks

- 9.6(C).4 Buildings and structures must be sited
- 9.6(C).4.1 at least 7.5 metres from a front or rear lot line;
 - 9.6(C).4.2 at least 6 metres from each interior side lot line, except where the lot line is common to a lot in a commercial or industrial zone, in which case the required distance is 3 metres; and
 - 9.6(C).4.3 at least 4.5 metres from any exterior side lot line.

Minimum Lot Size

- 9.6(C).5 No lot having an area less than 2.7 hectares may be created by subdivision.

Screening

9.6(C).6 Lots on which light industrial uses are carried on must be screened by a landscape screen not less than 2 metres in height and complying with the requirements of Part 15 of this bylaw.”

2.3 Schedule “B” – Zoning Map, is amended by changing the zoning classification of a portion of District Lot 14, Galiano Island, Cowichan District from Forest 1 to Forest 3(a) and from Forest 1 to Forest Industrial (B), 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. 127 as are required to effect this change.

2.4 Schedule “D” is amended by inserting ‘Plan No. 2’ attached to and forming part of this bylaw as Schedule D as a new “Plan 6”.

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.

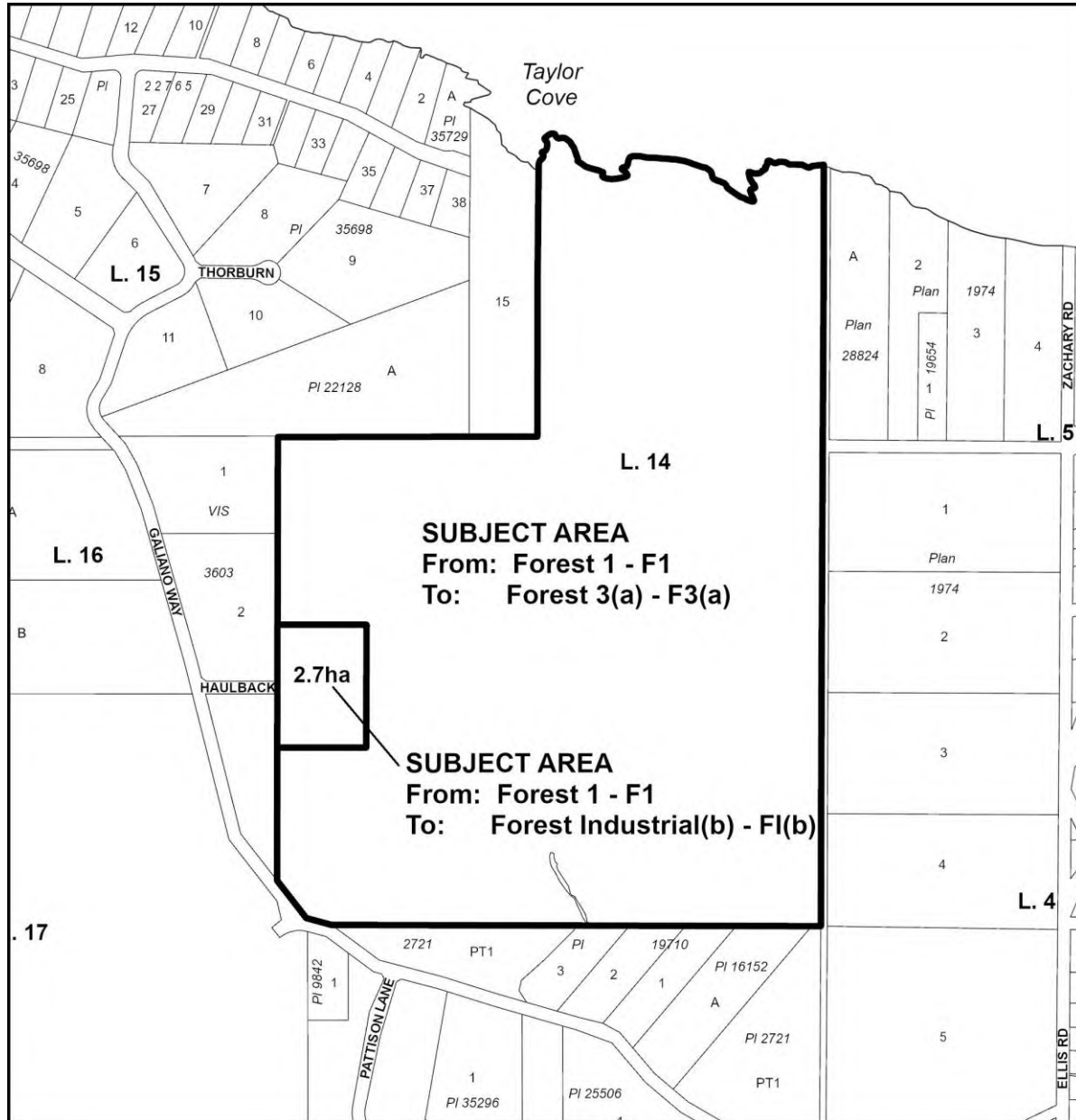
READ A FIRST TIME THIS	_____	DAY OF	_____	20____
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	20____
READ A SECOND TIME THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____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

CHAIR

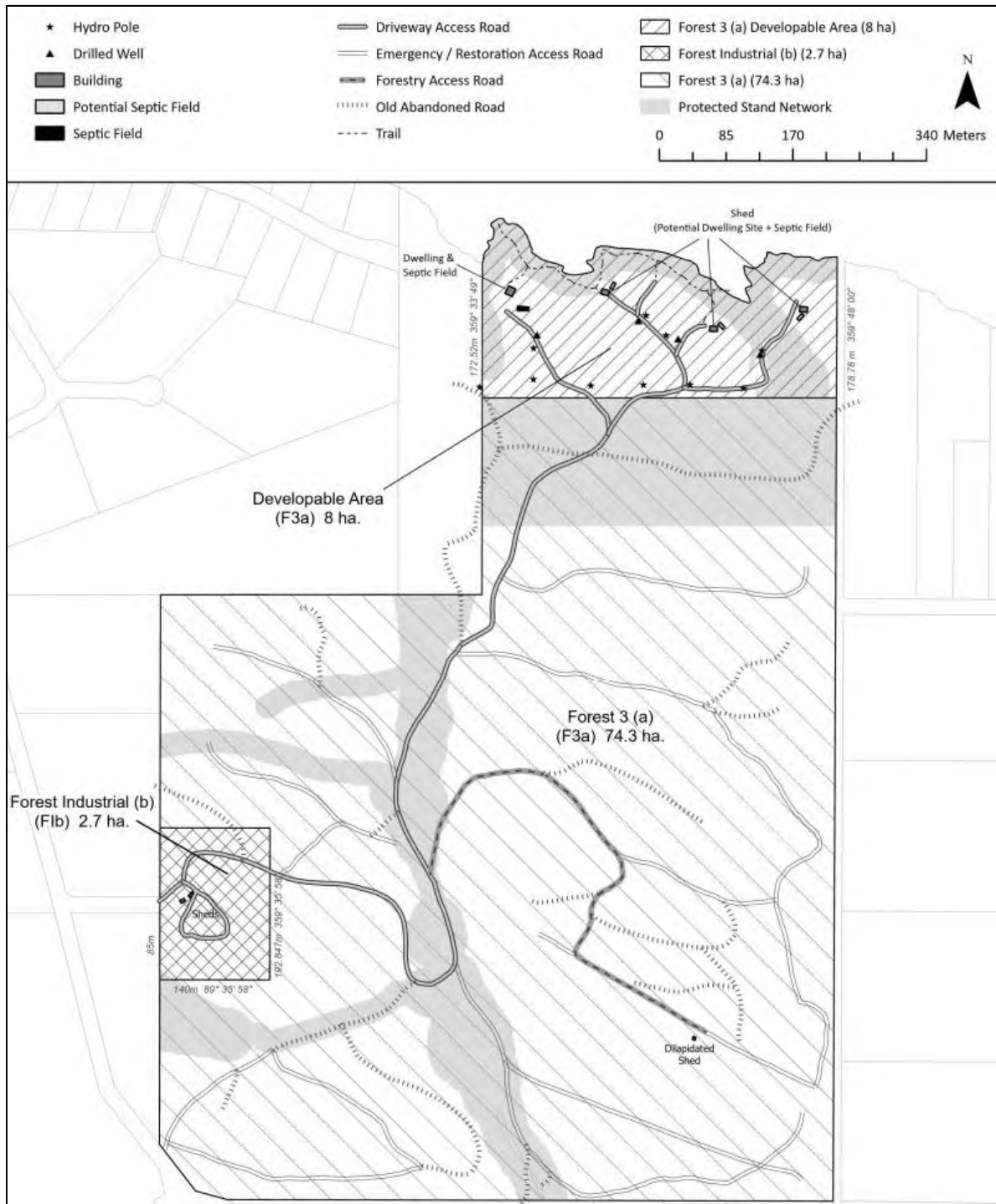
SECRETARY

**GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 291**

Plan No. 1



GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 291
Plan No. 2





Islands Trust

BYLAW REFERRAL FORM

Suite 200, 1627 Fort Street
Victoria, B.C. V8R 1H8
Ph: (250) 405-5151
Fax: (250) 405-5155
information@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Galiano Island Local Trust Area Bylaw No.: 296/297 Date: April 23, 2025

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 30 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Leif Palmberg, Galiano Way, Galiano Island

PURPOSE OF BYLAW:

The purpose of proposed **Bylaw 296** is to amend the Galiano Island Official Community Plan Bylaw No. 108 to include the principal use 'agriculture' to Rural Policy (e) in order to enable the uses proposed in **Bylaw No. 297**.

The purpose of proposed **Bylaw No. 297** is to amend the Galiano Island Land Use Bylaw No. 127 to re-zone the subject property from the Rural 2 zone to a site-specific Rural 2 zone (Rural 2(a)) in order to permit the following additional uses: contractor workshop; contractor yard; storage and sale of gravel, soil, and aggregates; sawmilling, planing, and manufacturing of wood products; and cidery and winery, including production, storage, and sales. Proposed **Bylaw No. 297** also includes the following regulations for the proposed uses: building/structure height restrictions, and landscape screening, parking, and sign requirements. As a condition for the Galiano Island Local Trust Committee to consider adoption of **Bylaw No. 297**, the applicant must register on title a covenant under Section 219 of the *Land Title Act* that includes conditions and restrictions for the proposed uses and recommendations from a water management plan.

Professional reports and staff reports are available on the Galiano Island Current Applications webpage:
<https://islandstrust.bc.ca/island-planning/galiano/current-applications/>

GENERAL LOCATION:

Galiano Island Local Trust Area

LEGAL DESCRIPTION:

Lot 'A' of Lot 15, Galiano Island, Cowichan District, Plan 22128

SIZE OF PROPERTY AFFECTED:

8 hectares

ALR STATUS:

No

OFFICIAL COMMUNITY PLAN DESIGNATION:

Rural

OTHER INFORMATION:

Additional information is available at: <https://islandstrust.bc.ca/island-planning/galiano/current-applications/>

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.

Kim Stockdill

(Signature)

Name: Kim Stockdill

Title: Island Planner
Contact Info: Tel: 250-405-5157
Email: kstockdill@islandstrust.bc.ca

PLEASE TURN OVER

This referral has been sent to the following agencies:

Regional Agencies

Capital Regional District – Building Inspection
Capital Regional District – Infrastructure Water and Services - Sticks Allison Water
Island Health
Galiano Island Fire Rescue – South Department

Provincial Agencies

Min. of Housing and Municipal Affairs
Min. of Public Safety and Solicitor General – Liquor Control and
Licensing Branch
Min. of Transportation & Transit
Min. of Water, Land and Resource Stewardship
- Riparian Area Protection Regulation
(RiparianAreas@Victoria1.gov.bc.ca)

Non-Agency Referrals

BC Assessment Authority
BC Hydro and Power Authority
WSANEC Leadership Council
Coast Salish Peoples of Galiano Society
Georgeson Family - Jeannine Georgeson

Adjacent Local Trust Committees and Municipalities

Mayne Island Local Trust Committee
Salt Spring Island Local Trust Committee
Thetis Island Local Trust Committee

First Nations

Cowichan Tribes
Halalt First Nation
Lyackson First Nation
Pauquachin First Nation
Penelakut Tribe
Semiahmoo First Nation
Snuneymuxw First Nation
Stz'uminus First Nation
Ts'uubaa-asatx Nation (Lake Cowichan)
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation

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

Galiano Island Local Trust Area
(Island)

(Signature)

(Date)

296/297
(Bylaw Number)

(Name and Title)

(Agency)

PROPOSED

GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 296

A BYLAW TO AMEND GALIANO ISLAND OFFICIAL COMMUNITY PLAN
BYLAW NO. 108, 1995

The Galiano Island Local Trust Committee in open meeting assembled enacts as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 3, 2024”.

2. SCHEDULES

Galiano Island Official Community Plan Bylaw No. 108, 1995 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	8 TH	DAY OF	APRIL	2025.
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____
APPROVED BY THE MINISTER OF MUNICIPAL AFFAIRS THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

**GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 296**

SCHEDULE 1

The Galiano Island Official Community Plan Bylaw No. 108, 1995, is amended as follows:

1. Section II Land Use, Subsection 1.5 Rural, Rural Policy “e)” is amended by deleting the words “levels of uses accessory to residential uses” and replacing it with “uses accessory to residential and agriculture uses” so it reads:

“Within this designation a number of different zones may be applied allowing differing uses accessory to residential and agriculture uses.”

PROPOSED

GALIANO ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 297

A BYLAW TO AMEND GALIANO ISLAND LAND USE BYLAW NO. 127, 1999

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

1. Citation

This bylaw may be cited for all purposes as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 3, 2024”.

2. Galiano Island Local Trust Committee Bylaw No. 127, cited as “Galiano Island Land Use Bylaw No. 127, 1999,” is amended as follows:

2.1 Part 5 ‘Residential Zones’, Section 5.5 ‘Rural 2 Zone’, is amended by adding the following new Subsection:

“Site-Specific Regulations

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

		Table 7.3	”
	1	2	3
	Site-Specific Zone	Location Description	Site Specific Regulations
1	R2(a)	Lot ‘A’ of Lot 15, Galiano Island, Cowichan District, Plan 22128	1) Despite Subsection 5.5.1, the following additional uses are permitted: • contractor workshop • contractor yard • storage and sale of gravel, soil and aggregates • sawmilling, planing, and manufacturing of wood products • cidery and winery, including production, storage, and sales 2) Despite Subsection 5.5.5, no buildings or structures may exceed one storey and a height of 5 metres, except that dwellings, cottages, and agriculture buildings and structures must not exceed a height of 9 metres. 3) All permitted uses in Article 5.5.11.1 must be screened by a landscape screen not less than 2 metres in height and complying with

			the regulations of Part 15 of this bylaw. 4) Off-street parking spaces sited at least 15 metres from the front lot line must be screened by a landscape screen not less than 2 metres in height and complying with the regulations of Part 15 of this bylaw.
--	--	--	---

2.2 Part 14 'Parking Regulations', Subsection 14.1.3 'Use', is amended by adding the following the words "cidery, winery" after the word "sawmills".

2.3 Part 16 'Sign Regulations', Subsection 16.1.1 is amended by adding the following words "Rural 2(a) Zone R2(a)"

2.4 Part 17 'Interpretation', Section 17.1 'Definitions', is amended by adding the following new definition:

"contractor yard" means the use of land, buildings, or structures for the storage of materials, equipment, and vehicles for a building, construction, landscaping business, or other development trade or service."

3. Schedule "B" – Zoning Map, is amended by changing the zoning classification of Lot 'A' of Lot 15, Galiano Island, Cowichan District, Plan 22128 from Rural 2 to Rural 2(a) 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. 127 as are required to effect this change.

4. 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.

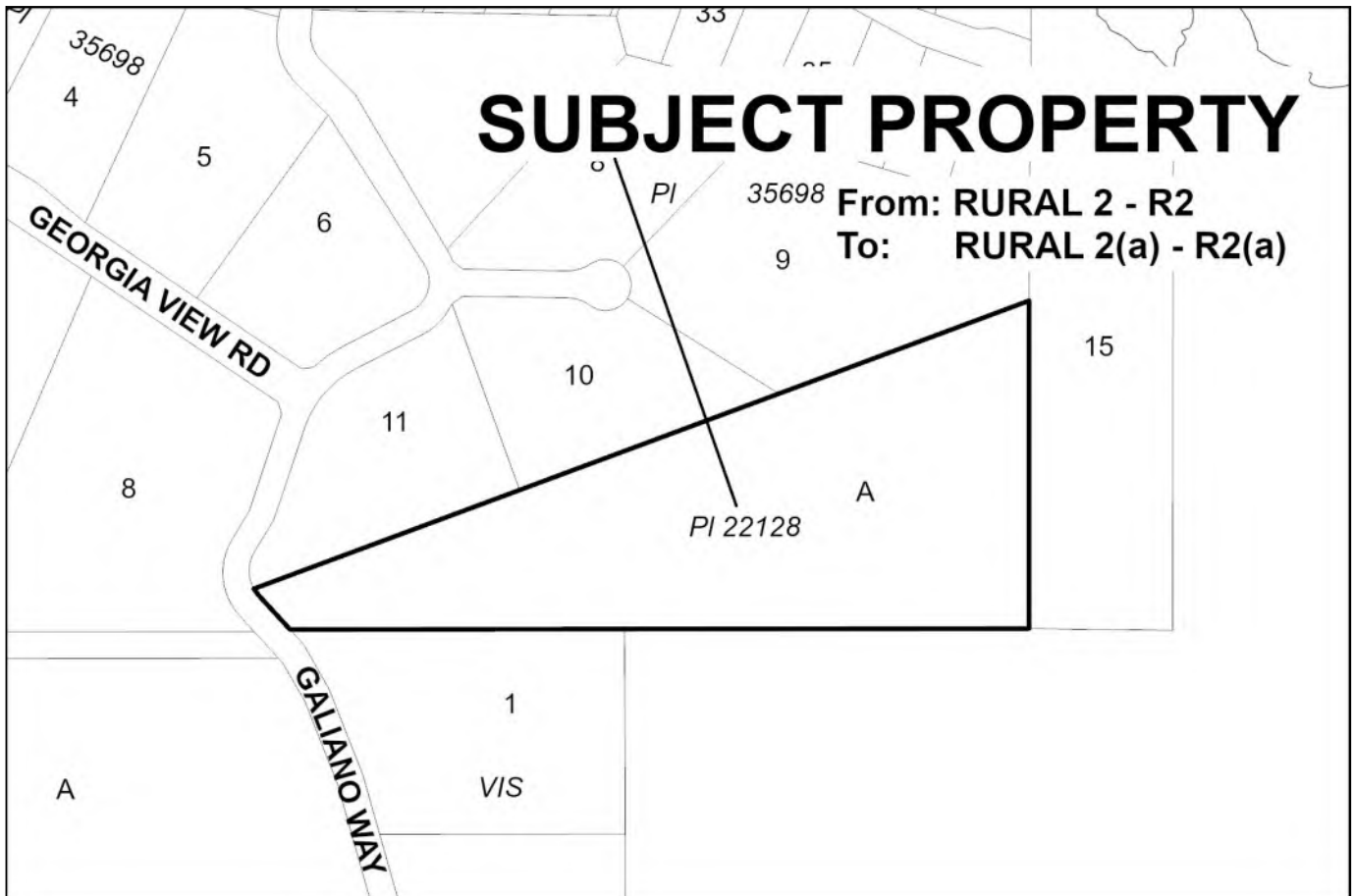
READ A FIRST TIME THIS	8 TH	DAY OF	APRIL	2025.
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	20____
READ A SECOND TIME THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 297

Plan No. 1





REQUEST FOR DECISION

To: Salt Spring Island LTC **For the Meeting of:** May 8, 2025
From: Trust Area Services **Date Prepared:** April 24, 2025
SUBJECT: 2024/25 ANNUAL REPORT – APPROVAL OF SALT SPRING ISLAND SECTION

RECOMMENDATION: That the Salt Spring Island Local Trust Committee approves the attached text for inclusion in the 2024/25 Annual Report for approval by Trust Council and submission to the Minister of Housing and Municipal Affairs.

- 1 PURPOSE:** Local Trust Committees are provided with their draft sections of the annual report for review and approval so that Trust Council is able to easily approve its annual report in June 2025 without further editing from staff or trustees at the Trust Council meeting.

BACKGROUND: Preparation of the Islands Trust Annual Report is undertaken by Trust Area Services Communications staff, reporting to the Executive Committee and consistent with Trust Council's [Annual Report Policy 6.10.1](#). The Executive Committee approved the format and outline of the 2023/24 Annual Report at its meeting on February 5, 2025.

2 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Under Trust Council's Policy, all LTCs and Council committees are expected to review and approve their sections at regular meetings in order to have the report approved by Trust Council at its June 2025 meeting.

FINANCIAL: None.

POLICY: No implications for existing policy

IMPLEMENTATION/COMMUNICATIONS: The process for development of the Annual Report is outlined in Trust Council's Annual Report policy 6.10.i. Once each committee has approved its section, staff will create a draft Annual Report for review by the Executive Committee and then Trust Council consideration of approval in June. Upon approval by Trust Council, staff will send the Annual Report to the Minister of Municipal Affairs and circulate it as indicated in Trust Council's policy.

FIRST NATIONS: Information about First Nations relations may be included within committee reports.

OTHER: None.

- 3 RELEVANT POLICY(S):** Trust Council's Annual Report policy 6.10.i; *Islands Trust Act*
4 ATTACHMENT(S): Salt Spring Island LTC input to Annual Report (draft)
-

RESPONSE OPTIONS

Recommendation: That the Salt Spring Island Local Trust Committee approves the attached text for inclusion in the 2024/25 Annual Report for approval by Trust Council and submission to the Minister of Housing and Municipal Affairs.

Alternative: That the Salt Spring Island Local Trust Committee approves the attached text for inclusion in the 2024/25 Annual Report for approval (as amended) by Trust Council and submission to the Minister of Housing and Municipal Affairs.

Prepared By: Morgana van Niekerk, Communications Specialist

Reviewed By/Date: Chris Hutton, Regional Planning Manager/April 24, 2025

Salt Spring Island Local Trust Committee

The Salt Spring Island Local Trust Committee (SS LTC) held 10 regular business meetings in the 2024/25 fiscal year, three special meetings, and three joint meetings between the SS LTC and the Salt Spring Local Community Commission (CRD LCC).

Work for this period focused on advancing the SS LTC priorities to:

1. Address housing security through a review and update of the Salt Spring Island Official Community Plan (OCP) – Land Use Bylaw (LUB) Project
2. Build collaborative relationships with governance partners
3. Acquire a lease and renovate a new location for the Salt Spring Island office

The SS LTC advanced these priorities through the following key projects:

1. Completed the Salt Spring Island Complete Communities Assessment (funded by a grant from the Union of BC Municipalities), which will support the OCP-LUB Project
2. Initiated recruitment of a consultant to undertake community engagement and policy development for the OCP-LUB Project
3. Initiated regular quarterly meetings between the SS LTC and CRD LCC
4. Finalized lease agreement for a new office space at 121 McPhillips Avenue and procured contracting services to undertake renovations for the new office

From April 1, 2024 to March 31, 2025, the SS LTC received and considered applications for 17 development variance permits, 16 development permits, two liquor and cannabis board referrals, five bylaw amendment applications, six Soil Deposit Registration permits, one Heritage Alteration Permit and four temporary use permits.

During the same time period staff also reviewed 160 building permit referrals, three crown lease referrals, one Agricultural Land Reserve referral, two Board of Variance and seven subdivision referrals.

Another initiative of the SS LTC for this period was relationship building with the Tsawout First Nation. As part of this process, staff from both governing bodies met numerous times and the Tsawout First Nation invited the SS LTC to a meal to discuss topics of mutual interest.



SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
2010-02-04	SSI-11-10	Bylaw Enforcement Reports	It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee directs staff to provide quarterly in-camera and public reports on on-going and current bylaw enforcement investigations and actions in the Salt Spring Local Trust Area. <u>CARRIED</u>
2013-01-10	SSI-09-13	North Salt Spring Waterworks District Reporting	It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee request the North Salt Spring Waterworks District to report back to the Local Trust Committee every two years from the date of adoption of Proposed Bylaw 461 on: a) changes in water demand by the North Salt Spring Waterworks District customers w secondary suites within the pilot area; b) total withdrawal from its system in relation to its licensed capacity; c) impacts on the Maxwell Lake, St. Mary Lake, and the district's water supply in general can be attributed to the introduction of secondary suites within the pilot area. <u>CARRIED</u> *Bylaw 461 was adopted May 2, 2013

SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
2016-06-02	SS-2016-114	Grantville Neighbourhood lawful non-conforming sewage disposal field repair or replacement	It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee adopt “Standing Resolution 2” as specified in Appendix 2 of the staff report dated May 25, 2016. (shown below): That the Salt Spring Island Local Trust Committee direct staff to administer and enforce Bylaw 484 according to the following policies: 1. Where a sewage disposal field or septage pit is awfully non-conforming with respect to Bylaw 484, and pursuant to Local Government Act Section 529, the Salt Spring Island Local Trust Committee considers that the following actions do not constitute maintenance, alteration, or extension, and therefore require a development variance permit application to the Salt Spring Island Local Trust Committee: a) Removal and replacement of the dispersal system in its entirety. 2. Where a sewage disposal field or septage pit is lawfully non-conforming with respect to Bylaw 484, and where a health hazard exists as defined under the B.C. Public Health Act, an Authorized Person may carry out immediate, temporary repairs of the system that result in a further contravention to Bylaw 484 than that existing at the time the repair or alteration was started to prevent or contain the hazard. Permanent repairs or alterations that result in a further contravention of Bylaw 484 than that existing at the time the repair or alteration was started, or 1(a) above, should be supervised by a Professional and will require a development variance permit application to the Salt Spring Island Local Trust Committee following resolution of the emergency. 3. “Authorized Person” and “Professional” have the same meaning as in the Sewerage System Regulation. CARRIED
2017-03-02	SS-2017-16	Quarterly Application Summary Staff Reports	It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee direct staff to provide a quarterly summary of application tracking. CARRIED

SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
2018-08-16	SS-2018-177	Cannabis Regulation	It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee adopt the following standing resolution with respect to the processing of non-medical cannabis retail license applications: • Proposed or amended licenses for non-medical cannabis retail establishments require an application to the Local Trust Committee. • The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical. • The public consultation process shall be determined by the Local Trust Committee after initial review of the proposal. • However, as a minimum, the Local Trust Committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500 metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information: ○ Name of the applicant and a description of the proposal in general terms; ○ The location of the proposed establishment and the subject site; ○ The place where, and date and time when, both a public meeting will be held and a resolution of the Local Trust Committee considered; ○ The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application; ○ How public comments may be submitted to the Local Trust Committee. <u>CARRIED</u>
2018-12-06	SS-2018-278	Cannabis – Processing of Notice to Local Authorities	It was MOVED and SECONDED, That the Salt Spring Island Local Trust Committee adopt the following standing resolution: that the Salt Spring Island Local Trust Committee request that Notices of Intention to apply for a Federal Cannabis License be included in the Local Trust Committee Regular Meeting agenda package. <u>CARRIED</u>



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Date	Resolution Number	Topic	Resolution
2019-04-30	SS-2019-88	Families as Stakeholders	It was MOVED and SECONDED, That the Salt Spring Island Local Committee direct staff to include families as stakeholders in Project Charters and to propose family oriented engagement techniques, or to explain why such inclusion is not appropriate. <u>CARRIED</u>

SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
2019-11-26	SS-2019-253	Reconciliation	It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee adopt the following standing resolution with respect to First Nations in the Local Trust Area: Whereas the Local Trust Committee seeks to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission (TRC) Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), Draft Principles that Guide the Province of British Columbia’s Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavours to: a) Annually, write a letter to First Nations, (re) introducing trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as, provide an update of current projects and advocacy activities; b) For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory; c) Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations’ cultural heritage and history; d) Work with First Nation governments on engagement principles for inclusive land use, marine use, and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols; e) Establish and maintain government-to-government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations’ traditional territories within the Islands Trust Area. <u>CARRIED</u>



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Date	Resolution Number	Topic	Resolution
2019-12-17	SS-2019-275	Referral of Items to the Agricultural Advisory Planning Commission	It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee refer Agricultural Land Commission applications directly to the Agricultural Advisory Planning Commission, prior to consideration by the Salt Spring Island Local Trust Committee when: a) Applications demonstrate either that local farming or the greater community would be and conditions of Official Community Plan policy B.6.2.2.16 apply, or b) Applications are for public recreation use and are consistent with the Official Commu Plan. CARRIED
2020-04-28	SS-2020-045	Policy Options for Bylaw Enforcement Compliance on Unlawful Uses	It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee adopt the following policy on unlawful land uses and planning applications: a. Where an application is received and a use is continuing in contravention of a land use staff are directed to request that the applicant cease the use prior to processing the application, and that staff are directed to continue with enforcement until the use is c b. The applicant may request that the Local Trust Committee proceed with consideration application while the use is continuing; and, where the Local Trust Committee consid there is a community need to process the application while the prohibited use is conti the Local Trust Committee may direct that bylaw enforcement actions, including the i of notices, temporarily cease. c. Where the Local Trust Committee does not consider that there is a community need, applicant has not made such a request of the Local Trust Committee; bylaw enforcem actions, including the issuing of notices, will continue. d. In deciding whether to grant land use approval for a use that was commenced in contravention of a land use bylaw, the Local Trust Committee may consider whether t applicant has suspended the prohibited land use pending a decision on the applicatio CARRIED



SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
2021-06-29 Amended 2021-11-09 Amended 2022-02-15	SS-2021-109 SS-2021-214 SS-2022-017	Unlawful Dwellings	It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee endorse the Housing Action Program Task Force's recommendation to amend standing resolution SS-2021-109 to state that enforcement activities will be deferred for all existing unlawful dwellings being used for residential purposes until there are safe, secure appropriate housing options that are affordable for all demographics and household types in perpetuity, except in the following circumstances: a. there are concerns regarding health and safety; b. there are concerns that sewage is not being disposed of in an approved septic or sewer disposal system; c. there are concerns that septic or sewage disposal systems are being used in excess of capacity or ability as a result of unlawful dwellings; d. there are concerns of possible contamination of wells or other drinking water sources; e. unlawful dwellings are in environmentally sensitive areas; f. there are non-permitted campgrounds; and, g. that the Salt Spring Island Local Trust Committee may give direction to resume enforcement activities on any property that poses risk to the health and safety of the neighbouring residents and the residents on the property in question. CARRIED
2021-06-29	SS-2021-111	Bylaw Enforcement Policy on Portable Sawmills	It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee adopt the following enforcement policy: Enforcement on portable sawmills will be deferred while the Local Trust Committee considers amendments to the Land Use Bylaw. CARRIED
2021-11-09	SS-2021-213	Residential Use in Commercial Accommodations	It was MOVED and SECONDED, That the Salt Spring Island Local Trust Committee endorse the Housing Action Program Task Force's recommendation to defer enforcement of residential use in commercial accommodations, such as cabins, hotels, guest houses, and motels that provide long-term (more than 30 days) residency in order to offer an interim solution to the housing needs on Salt Spring Island. CARRIED

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Date	Resolution Number	Topic	Resolution
2021-12-14	SS-2021-237	First Nations Consultation for Proposed Antenna Systems	It was MOVED and SECONDED, That the Salt Spring Island Local Trust Committee adopt the following standing resolution with respect to First Nations consultation in accordance with the “Strategy for Antenna Systems” in the Local Trust Area: a. The proponent will consult with the Local Trust Area representative during the pre-consultation phase to determine proximity of the proposed antenna system to known archaeological sites and/or areas of archaeological potential and obtain a list of First rights and title holders; b. The proponent is recommended to undertake consultation during the pre-consultation phase with the Islands Trust and a First Nations cultural knowledge holder for the site proposed antenna system as it relates to cultural and sacred sites; c. The proponent will obtain and provide a BC Archaeological Information request response from the BC Archaeology Branch to confirm proximity of the proposed antenna system to known archaeological sites and/or areas of archaeological potential including permit requirements under the Heritage Conservation Act; d. The proponent will obtain and provide an Archeological Impact Assessment for antenna systems proposed to be sited on or within 100 metres of a known archaeological site or cultural/sacred site identified by a First Nations cultural knowledge holder; and e. The proponent will provide written notice – including, if applicable, the Archeological Assessment – sent by regular mail or hand delivered to all First Nations rights and title holders identified during the pre-consultation phase <u>CARRIED</u>
2024-09-12	SS-2024-099	Travel costs for inter-agency meetings	It was MOVED and SECONDED, That the Salt Spring Island Local Trust Committee approve a standing resolution to fund travel expenses for Trustees to attend joint meetings with the LCC, the CRD and First Nations relationship building meetings that have been approved by the LTC. <u>CARRIED</u>