



Salt Spring Island Local Trust Committee

Regular Meeting Agenda

Date: Thursday, October 10, 2024
Time: 11:00 a.m.
Location: Meaden Hall
120 Blain Road, Salt Spring Island, BC

	Pages
1. CALL TO ORDER	11:00 AM - 11:00 AM
2. APPROVAL OF AGENDA	
3. PENELAKUT CHIEF CHAKEENAKWAUT (PAM) JACK	
4. TOWN HALL AND QUESTIONS	11:05 AM - 11:20 AM
5. DELEGATIONS	11:20 AM - 11:35 AM
5.1 CRD Rural Housing Program	
Presentation from Justine Starke, CRD	
6. TRUSTEE REPORTS	11:35 AM - 11:45 AM
Verbal Report	
7. CHAIR'S REPORT	11:45 AM - 11:50 AM
Verbal Report	
8. CRD DIRECTOR'S REPORT	11:50 AM - 11:55 AM
Verbal Report	
9. PREVIOUS MEETINGS	11:55 AM - 12:00 PM
9.1 Draft Minutes of the Salt Spring Island Local Trust Committee	
9.1.1 <u>Draft Minutes of the September 12, 2024 SSI LTC Regular Meeting</u>	4
For Adoption	
9.2 Resolutions Without Meeting Report - None	
9.3 Draft Minutes of the Advisory Planning Commissions - None	

9.4 Local Trust Committee Public Hearing Record - None

10. CORRESPONDENCE 12:00 PM - 12:15 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>

10.1 J.McClean to LTC - Dated September 18, 2024 - Regarding zoning for Woodland Drive 19

For Information

10.2 F. Attorp to LTC - Dated September 23, 2024 - Regarding Official Community Plan Update Project 21

For Information

10.3 M.Sinclair to LTC - Dated September 23, 2024 - Regarding zoning for Woodland Drive 24

For Information

11. BUSINESS ARISING FROM MINUTES 12:15 PM - 12:20 PM

11.1 Follow-Up Action List 27

Report dated October 2024

12. COMMUNITY INFORMATION MEETING - NONE

13. PUBLIC HEARING - NONE

14. APPLICATIONS AND REFERRALS 12:20 PM - 12:40 PM

14.1 PLDVP20240082 - J. Braun - 220 Canvasback Place, SSI 42

Staff Report

14.2 PLDVP20240185 - B. Fossen - 1155 Mountain Road 58

Staff Report

15. LOCAL TRUST COMMITTEE PROJECTS - NONE 1:00 PM - 1:05 PM

16. NEW BUSINESS 1:05 PM - 1:45 PM

16.1 Dark Sky Principles Adoption Advocacy 81

Staff Briefing

16.2 Work Program Update

Staff Report Pending

16.3 2025/2026 Budget

Staff Report Pending

17. REPORTS

17.1 Policy and Standing Resolutions List

85

For Information

17.2 Future Projects Report

94

Report dated October 2024

17.3 Active Projects List

97

Report dated October 2024

17.4 Applications with Status Report

101

Report dated October 2024

17.5 Expense Report - None

17.6 Islands Trust Conservancy Board Report - None

18. CLOSED MEETING

1:45 PM - 2:00 PM

18.1 Motion to Close the Meeting

The Salt Spring Island Local Trust Committee close this meeting to the public subject to Community Charter Section 90(1)(f) for a law enforcement, that council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment and that staff be invited to remain.

18.2 Rise and Report

19. UPCOMING MEETINGS

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on November 14, 2024 at the Legion Meaden Hall, 120 Blain Road, Salt Spring Island.

20. ADJOURNMENT



Salt Spring Island Local Trust Committee Minutes of Regular Meeting

Date: Thursday, September 12, 2024

Location: Meaden Hall
120 Blain Road, Salt Spring Island

Members Present: Timothy Peterson, Chair
Jamie Harris, Local Trustee (Zoom)
Laura Patrick, Local Trustee

Staff Present: Chris Hutton, Regional Planning Manager (RPM)
Stefan Cermak, Director of Planning Services
Chris Buchan, Island Planner (Zoom)
Bruce Belcher, Planner 1 (Zoom)
Oluwashogo Garuba, Planner 1
Rob Pingle, Legislative Clerk
Sarah Shugar, Recorder

Others Present: Gary Holman, Capital Regional District (CRD) Salt Spring Island Electoral Area Director
Earl Rook, Capital Regional District (CRD) Salt Spring Island Local Community Commission (LCC) Chair
There were approximately 10 members of the public in attendance in person and 6 members of the public in attendance on Zoom

1. CALL TO ORDER

"Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."

Chair Peterson called the meeting to order at 9:39 a.m. He acknowledged that the meeting was held on the territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- 15.4 Standing Resolution for travel costs for inter-agency meetings
- 15.5 Special Meeting
- 15.6 November Meeting Schedule

By general consent, the agenda was adopted as amended.

3. TOWN HALL AND QUESTIONS

A member of the public spoke to recent issues on Salt Spring Island regarding roosters and expressed support for the purpose of zoning to provide assurance to homeowners and avoid problems. The speaker advised it is not appropriate to allow agricultural activities in the Woodland Drive area due to lot sizes and houses being relatively close together. The speaker requested the LTC to review the appropriateness of activities allowed in each zone as part of the OCP/LUB Bylaw review project.

4. DELEGATIONS

4.1 Israel Cohen Regarding zoning in the Vesuvius area

Israel Choen submitted documents including a zoning bylaws regarding rural communities, an updated petition entitled “Save Woodland Drive and Mobrae Ave: Oppose Farm Expansion in Residential Area”. The speaker requested the LTC to change the zoning for the section of Woodland Drive between the two Mobrae Avenue’s from Rural to Residential zoning, specifically Residential 8 that would exclude intensive agriculture activity.

4.2 Rosalie Matchett Regarding removal of covenant at 134 Drake Rd

Rosalie Matchett presented a delegation regarding removing a covenant at 134 Drake Road. Norman Rothwell reported removal of the covenant at 134 Drake Road is a straight-forward process and requested the LTC to expedite the process. RPM Hutton reported the application would likely be considered at the October 10, 2024 LTC meeting.

5. TRUSTEE REPORTS

Trustee Harris reported he was removed from the Financial Planning Committee and stated that it was a political move and expressed support for Salt Spring Island to become a municipality and the Islands Trust to be removed from Salt Spring Island.

Trustee Patrick presented the following report:

- During the summer months, Trustee Patrick researched how many people are living in RV’s, tiny homes, yurts, tents, cars, and dilapidated shacks and noted a conservative estimate of approximately 1,000 people that make up a large portion of the island’s workforce. All the locally elected representatives on the island need to set clear joint priorities on the types of housing that should be serviced that match community values and meet community needs. Without a clear and concise housing strategy, we risk undermining or misunderstanding each other and we risk squandering away what little servicing capacity that remains and this work needs to happen right now. Trustee Patrick is looking forward to working with the LCC on housing issues and requests that we all let go of our personal beliefs and preferences and work together for the common good of the island.
- Attended Trust Council Committee of the Whole meetings regarding the draft Islands Trust Policy Statement;
- Attended Governance Committee meetings;
- Attended CAO Hiring Committee meetings;

- Attended a Regional Planning Committee meeting regarding renewing the bylaw enforcement policy following suggestions from the BC Ombudsperson;
- Attended an LTC and LCC meeting and reported the LCC is planning a roundtable meeting regarding short-term vacation rentals;
- Participated in a Climate Caucus meeting with Honourable Minister of Water, Land and Resource Stewardship Nathan Cullen. Trustee Patrick prepared and submitted the following question “The province’s approach to wildfires in the coastal area is focused on a rapid response. However, this is not reassuring to the residents who make up the highest embedded population living in a wildfire interface in British Columbia. Locally produced wildfire exposure maps, prepared by the Capital Regional District and showing the high risk of wildfire, starkly contradict the BC Wildfire Service’s maps. This is because there is so much private land in coastal and gulf island areas that shows up as “no data” or “private managed forest lands” on BC Wildfire Service’s Fuel Type maps. How can the province support a ‘Whole of Society’ (private landowners and multiple local, provincial, federal and First Nations jurisdictions) approach to raise awareness to wildfire hazards and to develop active management solutions that can be nature friendly, sensitively and practically applied to reduce the fire hazard risk to watersheds (water, ecosystem health, food, housing and power)?”
- Volunteered at the Pride Festival events at the Farmer’s Institute and expressed support for such inclusive events.

6. CHAIR'S REPORT

Chair Peterson presented the following report:

- The Trust Programs Committee meeting endorsed a series of stewardship webinars including living with fire, salt water intrusion and groundwater conservation and invasive species and native plant gardening;
- Acknowledged MLA Olsen for bringing together many voices to discuss issues of mutual interest at the Southern Gulf Islands Forum meetings;
- Provided update on Governance Committee, Executive Committee and CAO Hiring Committee work;
- The next Trust Council meetings will be held September 24 to 26, 2024 in Nanaimo.

7. CRD DIRECTOR'S REPORT

CRD SSI Local Community Commission (LCC) Chair Earl Rook presented the following report:

- The LCC is preparing the draft budget for CRD services on Salt Spring Island;
- The LCC has adopted a draft Strategic Plan including:
 - Development of an Integrative Housing Strategy and the LCC is planning an interagency meeting in October 2024;
 - A Revitalized Ganges Village that includes Ganges Harbourwalk, repurposing the Ganges Fire Hall and Ganges Harbour Management;
 - Improved collaboration and cooperation with other agencies;
- The LCC hosted a town hall meeting regarding CRD and agricultural activities and noted the LCC will be reviewing CRD bylaws regarding agricultural activities;
- The LCC is planning a roundtable meeting regarding short term vacation rentals;

- LCC Chair Rook looks forward to the next meeting with the LTC to work on advocacy on issues of mutual interest.

CRD SSI Electoral Area Director Gary Holman presented the following report:

- North Salt Spring Waterworks District (NSSWD) has announced a partial lift of the moratorium on water connections that will provide the opportunity to provide water servicing to housing. NSSWD has indicated there is potential for 300 additional densities that could be provided water service and expressed support to ensure housing units served by the additional NSSWD capacity are for affordable multi-family housing that would be protected by covenants. Director Holman expressed support for prioritizing the water servicing to housing in the Ganges Village area;
- The Drake Road Supportive Housing 36-unit project is underway. BC Housing has a 60-year lease on the 5-acre property and there is potential for additional development that may be serviced by groundwater or NSSWD;
- The Ganges Wastewater Treatment Plant capacity could be increased and expressed support to maximize the benefits of the potential increase to water and sewer capacity;
- CRD received voter approval to borrow 85 million for Housing by alternate approval process (AAP). The AAP has been challenged in court and the court date has been delayed to November 2024;
- Asked if staff have an update regarding data sharing with BC Housing and the Province for the short-term vacation rental registry. Director Cermak reported the Province will require the Islands Trust to sign a data sharing agreement for the short-term vacation rental registry program.
- The Bracket Springs property is in a foreclosure process and the housing agreement is an impediment to sale of the property although a new housing covenant would be required to maintain multi family affordable housing density;
- The CRD will be seeking approval to fund a food land service that would use public and private lands to enable farmers to have access to land for growing food;
- The Ganges Hill repaving project is underway and work is scheduled Monday to Friday 9:00 a.m. to 3:00 p.m.;
- The CRD Board will approve a provisional 2025 budget on October 30, 2024;
- Attended a CRD Town Hall meeting regarding roosters, agricultural activity and CRD bylaws;
- The LCC is planning an inter-agency roundtable meeting regarding housing.

8. PREVIOUS MEETINGS

8.1 Draft Minutes of the Salt Spring Island Local Trust Committee

8.1.1 Draft Minutes of the July 11, 2024 SSI LTC Regular Meeting - For Adoption

The following amendment to the minutes was presented for consideration:

- Item 10.1 - Replace “The Local Trust Committee and Staff met with Tsawout First Nation staff at the end of June and are awaiting comment back from their Land Referral Manager on Bylaw No. 557;” with “The Local Trust Committee and Staff met with Tsawout First Nation staff at the end of June and are awaiting comment back from their Land Referral Manager on Bylaw No. 537”.

By general consent, the minutes of July 11, 2024 Salt Spring Island Local Trust Committee Regular meeting were adopted as amended.

8.1.2 Draft Minutes of the July 31, 2024 SSI LTC Special Meeting - For Adoption

By general consent, the minutes of July 31, 2024 Salt Spring Island Local Trust Committee Special meeting were adopted.

8.2 Resolutions Without Meeting Report dated September 2024

Received for information.

8.3 Draft Minutes of the Advisory Planning Commissions - None

9. CORRESPONDENCE

9.1 LTC Chair to D. & W. Hewitt - Dated July 5, 2024 - Regarding BC Achievement Foundation Community Award - For Information

9.2 Transition Salt Spring to LTC - Dated July 30, 2024 - Regarding Proposed RFP and Scope for OCP LUB Update - For Information

9.3 Chair LTC to BC Minister of Housing - Dated August 20, 2024 - Regarding Bill 44 Housing Statutes (Residential Development) Amendment Act, 2023 - For Information

9.4 C. Carlson to LTC - Dated August 30, 2024 - Regarding request to remove covenant - For Information

The correspondence items were received.

10. BUSINESS ARISING FROM MINUTES

10.1 Follow-Up Action List - Report dated September 2024

The following updates and comments were noted:

- Trustee Patrick suggested the LTC should acknowledge the Housing Task Force for their work. Trustee Harris suggested the LTC should apologize to the Housing Task Force for ignoring the task force's recommendation to adopt Bylaw 530. RPM Hutton advised the Housing Task Force has not been disbanded although the membership terms have expired and the task force does not have a work program at this time;
- There was a suggestion for the Follow up action list to be provided to Trustees as a working document;
- Trustee Patrick noted there was a final SSIWPA meeting planned with a guest speaker and the meeting has not been scheduled, and noted SSIWPA has not been resourced since August 2022.

10.2 North Salt Spring Water District Presentation

North Salt Spring Waterworks District Chief Administrative Officer Mark Boysen presented a “Moratorium Review Road Map - Phase 3: Moratorium Decision –Making”.

Discussion ensued and the following was noted:

- A Trustee read the following policy from the 1998 Salt Spring Island OCP “to ensure that zoning changes in the NSSWD do not result in such a level of development that water cannot be supplied to needed public facilities in particular to ensure water remains available for the hospital, school expansion, community recreation center and affordable housing” and reported the policy was removed in the 2008 OCP update;
- A Trustee asked how the LTC could prioritize water and wastewater servicing to certain uses such as for affordable housing;
- RPM Hutton advised staff have asked the question “where should growth be located” in the Complete Communities Assessment project and that analysis will be used to inform the OCP/LUB review process going forward;
- A Trustee asked what type of housing would be prioritized to receive the servicing. RPM Hutton reported a short term amendment to the OCP could be an option although the existing OCP and zoning will dictate where approvals are granted;
- A Trustee noted the importance for the LTC to align efforts to prioritize the type of housing that is needed in the community. M. Boysen advised NSSWD can provide regular status reports to the LTC.

SS-2024-078

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to work with and support water and waste water infrastructure service agencies to seek opportunities to develop appropriate policies that prioritize connections for housing that matches community values and needs.

CARRIED

10.3 Complete Communities Assessment Presentation

Qatalyst Research Inc. project manager Christopher Cameron presented an update on the Salt Spring Island Complete Community Assessment study.

Discussion ensued and the following was noted:

- A Trustee stated the Complete Communities definition does not work for Salt Spring Island as Salt Spring Island is a rural community and community members travel into the village centre and/or to other communities to access services. Project manager Cameron agreed that the definition is adjusted on an as needed basis. RPM Hutton reported the companion guide for questions are specific to Salt Spring Island;
- An open house event will be held in October 2024;
- A Trustee noted it is be important to use the graphic that illustrates how the Complete Communities project fits into the OCB/LUB update process.

The meeting recessed for a lunch break at 11:44 a.m. and reconvened at 12:05 p.m. and moved to the

applications section at that time.

10.4 Proposed Bylaw No. 537 - Accessory Dwelling Units - Staff Report

RPM Hutton presented a staff report regarding Proposed Land Use Amendment Bylaw to allow Accessory Dwelling Units.

Discussion ensued and the following was noted:

- A Trustee noted the lack of communications from the Islands Trust to Tsawout First Nation has been problematic;
- A Trustee advised that the original feast event was envisioned to include all First Nations with interests on Salt Spring Island. RPM Hutton reported in a recent meeting with Tsawout First Nation, the intention of the feast would be for reconciliation, relationship building and to move towards a protocol agreement. The timeline for a feast is late 2024/early 2025;
- A Trustee expressed frustration with the process and expressed support to defeat proposed Bylaw 537.

The meeting recessed at 1:25 p.m. and the meeting reconvened at 1:35 p.m.

SS-2024-079

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee rescind third reading of Salt Spring Island Local Trust Committee Bylaw No. 537, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment Bylaw No. 2, 2023" as presented in Attachment 1 of the Regional Planning Manager's September 12, 2024 report.

CARRIED

Trustee Harris OPPOSED

SS-2024-080

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee request staff to refer Salt Spring Island Local Trust Committee Bylaw No. 537, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment Bylaw No. 2, 2023" as presented in Attachment 1 of the Regional Planning Manager's September 12, 2024 report to the Tsawout First Nation for review and comment.

CARRIED

Trustee Harris OPPOSED

10.5 Rainbow Road Housing Agreement Repeal Bylaw - Staff Report

Planner Buchan presented a staff report regarding discharge of a housing agreement at 584 Rainbow Road.

SS-2024-081

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee Housing Agreement Repeal Bylaw No. 540 cited as "Salt Spring Island Local Trust Committee Bylaw No. 540" be read a first time (584 Rainbow Road).

CARRIED

SS-2024-082

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee Housing Agreement Repeal Bylaw No. 540 cited as "Salt Spring Island Local Trust Committee Bylaw No. 540" be read a second time (584 Rainbow Road).

CARRIED

11. COMMUNITY INFORMATION MEETING - None

12. PUBLIC HEARING – None

13. APPLICATIONS AND REFERRALS

13.1 SS-DVP-2024.5 - K. Wodlinger - 860 Sunset Drive, SSI

Planner Buchan presented a staff report regarding a development variance permit application for the existing siting of rock retaining walls and rock steps located within the natural boundary setback of the sea.

Applicant Kate Wodlinger was present.

A Trustee noted it is common to see works within the setback of the sea and asked how to communicate to property owners that permits are needed for works within the setback of the sea.

SS-2024-083

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit application SS-DVP-2024.5 (860 Sunset Drive).

CARRIED

13.2 SS-DP-2021.4/SS-DVP-2021.22 - E. Rommel - 270 Furness Road, SSI

RPM Hutton presented a staff report regarding a development permit application for a proposed new dwelling and four-plex and development variance permit application to allow for a rock retaining wall side yard setback to be 0.47 meters from the lot line at 270 Furness Road (Salt Spring Island Ales).

The applicant and representatives of the applicant spoke to the application.

Property owners of 275 Furness Road spoke to the application and expressed concerns regarding the height and sighting of the proposed four-plex building and the reduction of setbacks that would negatively impact the enjoyment of their property. They expressed concern regarding the assurance that the vegetative screen would be successful and requested the LTC to deny the variance application or require that the vegetative screen be put in prior to construction of the dwellings. RPM Hutton advised the variance is to allow for a rock retaining wall side yard setback to be 0.47 meters from the lot line and the landscaping security deposit would be held for two-years.

A Trustee asked if the parking lot is parking for the four-plex. The applicant reported the parking lot near the proposed vegetative screen would be parking for the four-plex.

SS-2024-084

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee approves issuance of Development Permit SS-DP-2021.4 (270 Furness Road) subject to the collection of a landscaping security deposit of \$89,662.50 (150% of pre-tax estimate).

CARRIED

SS-2024-085

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee approves the issuance of Development Variance Permit SS-DVP-2021.22 (270 Furness Road).

CARRIED

13.3 PLDVP20240088 - S. Campbell - 166 Rainbow Road, SSI

Planner Garuba presented a staff report regarding a development variance permit application to relax the setback of the front lot line from 7.5 meters to 5.2 meters and the interior side lot line from 6.0 meters to 0.8 meters for a temporary tent installed after a fire destroyed the original operations building (Windsor Plywood).

Representative of the applicant Adam Geddes spoke to the application.

SS-2024-086

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit PLDVP-2024-0088 (166 Rainbow Road).

CARRIED

13.4 SS-DVP-2024.3 - A. Mccumber - 230 Smith Road, SSI

Planner Garuba presented a staff report regarding a development variance permit application to relax the front lot line setback from 7.5 meters to 2.34 meters.

Applicant A. Mccumber spoke to the application.

SS-2024-087

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit SS-DVP-2024.3 (230 Smith Road).

CARRIED

13.5 SS-RZ-2024.1 - F. Oprea - Vesuvius Ferry Terminal, SSI - Staff Report

Planner Buchan presented a staff report regarding the Vesuvius ferry terminal redevelopment project.

A representative of the applicant was present.

SS-2024-088

It was MOVED and SECONDED

That Salt Spring Island Local Trust Committee Bylaw No. 538 cited as "Salt Spring Island Official Community Plan Bylaw No. 434 2008 Amendment No. 1 2024" be read a first time.

CARRIED

SS-2024-089

It was MOVED and SECONDED

That Salt Spring Island Local Trust Committee Bylaw No. 539 cited as "Salt Spring Island Land Use Bylaw No. 355 1999 Amendment No. 1 2024" be read a first time.

CARRIED

SS-2024-090

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee request staff refer Proposed Bylaw No's. 538 and 539 to agencies, organizations, and First Nations as identified in this staff report dated September 12, 2024.

CARRIED

SS-2024-091

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee request staff refer Proposed Bylaw No's. 538 and 539 to the Advisory Planning Committee for comment.

CARRIED

SS-2024-092

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee request staff provide Proposed Bylaw No's. 538 and 539 to the Salt Spring Island Ferry Advisory Committee for information.

CARRIED

SS-2024-093

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee request that the applicant submit to the Islands Trust a report from a qualified environmental professional prior to second reading conducting an assessment of the following:

- a. Conservation Assessment;
- b. Site Impact Assessment;
- c. Impact Mitigation Measures;
- d. Monitoring Requirements;
- e. Restoration Assessment;
- f. A Professionally certified opinion that, if the development is implemented as proposed, there will be no harmful alteration, disruption or destruction of environmentally valuable features, functions and conditions.

CARRIED

13.6 PLHAP20240142 - G. Jaeger - 116 Hereford Avenue, SSI

Planner Panahifar presented a staff report regarding a heritage alteration permit application to allow restoration of the Salt Spring Island Linen & Drycleaners building within Heritage Conservation Area 1 – Ganges Village Core.

The applicant was present.

SS-2024-094

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee approve issuance of Heritage Alteration Permit PLHAP20240142 (116 Hereford Avenue).

CARRIED

13.7 SS-SUB-2021.3 - S. Shalbaf - 150 Margolin Drive, SSI - Staff Report

Planner Belcher presented a staff report regarding acceptance of a 219 covenant.

SS-2024-095

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee accept the Section 219 Covenant that is Attachment 1 to this report for SS-SUB-2021.3 (150 Margolin Drive).

CARRIED

SS-2024-096

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee designate any member of the Local Trust Committee to sign the Covenant (150 Margolin Drive).

CARRIED

14. LOCAL TRUST COMMITTEE PROJECTS

14.1 Official Community Plan - Land Use Bylaw Update

There was no staff report regarding this item, discussion ensued and the following was noted:

- Trustees have meetings scheduled at the Union of BC Municipalities (UBCM) conference next week to find solutions that meet the needs of the community;
- A Trustee expressed frustration that the community does not need another study to determine there is a need for housing and that an OCP/LUB update project would delay the work that needs to be done to improve housing;
- A Trustee asked who is the lead agency responsible for monitoring and collecting data on the number of people experiencing unsheltered homelessness on Salt Spring Island, and the projected number of shelter spaces, supportive housing, and shelter rate units that will be available this winter;
- A Trustee expressed support to determine the agency that could best provide data on Salt Spring Island's workforce, such as estimated workforce for each sector, estimated number of employees in inadequate or illegal housing, impacts of housing availability on the various sectors;
- A Trustee noted the LTC did not direct staff to conduct a suitable land analysis although the work is in process. Director Cermak reported a suitable land analysis is being shared with LTC's that have current OCP review projects.

SS-2024-097

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee request staff to evaluate if the provincial housing needs assessment methodology should be supplemented to improve the usefulness of housing needs assessment being prepared for Salt Spring Island under a Trust Council project and if supplemental data is recommended, to identify resource needs.

CARRIED

Trustee Harris OPPOSED

SS-2024-098

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee request staff to provide an update on the suitable land analysis to the LTC.

CARRIED

Trustee Harris OPPOSED

15. NEW BUSINESS

15.1 Work Program Update Staff Report - Pending – None

15.2 2025/2026 Business Case Requests Staff Report - Pending - None

15.3 2025/2026 Budget Staff Report – Pending - None

15.4 Standing Resolution for travel costs for inter-agency meetings

SS-2024-099

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.

CARRIED

SS-2024-100

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee approve travel expenses for the chair for the August 22, 2024 joint meeting with the LCC.

CARRIED

15.5 Special Meeting

SS-2024-101

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee request staff to schedule an Electronic Special meeting on October 1, 2024 at 1:30 p.m. to discuss the budget workplan, LTC projects and a covenant discharge.

CARRIED

15.6 November Meeting Schedule

Chair Peterson reported there is a scheduling conflict with the November regular meeting. Staff will look into options and it will be discussed at the next meeting.

The meeting recessed at 2:27 p.m. and the meeting reconvened at 2:29 p.m.

16. REPORTS

16.1 Policy and Standing Resolutions List - For Information

Received for information.

16.2 Future Projects Report dated September 2024

Received for information.

16.3 Active Projects List dated September 2024

Received for information.

16.4 Applications with Status Report - None

16.5 Expense Reports dated June 2024 & July 2024

Received for information.

16.6 Islands Trust Conservancy Board Report dated July 2024

Received for information.

17. CLOSED MEETING

17.1 Motion to Close the Meeting

SS-2024-102

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) (f) for a law enforcement issue that council considers disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment, and that staff be invited to remain.

CARRIED

The meeting recessed at 2:30 p.m. and reconvened at 3:31 p.m.

17.2 Rise and Report

The draft minutes of July 11, 2024 Salt Spring Island Local Trust Committee In Camera meetings were adopted.

18. UPCOMING MEETINGS

SS-2024-103

It was MOVED and SECONDED

That the Salt Spring Island Local Trust Committee direct staff to schedule the October 10, 2024 Regular meeting to be an electronic meeting and the public viewing to be at Meaden Hall.

CARRIED

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled on October 10, 2024 at 9:30 a.m. at the Salt Spring Legion, Meaden Hall, 120 Blain Road. Please see the meeting calendar on the Islands Trust website at www.islandstrust.bc.ca for current meeting information and location.

19. ADJOURNMENT

By general consent the meeting adjourned at 3:35 p.m.

Timothy Peterson, Chair

CERTIFIED CORRECT:

Sarah Shugar, Recorder

DRAFT

From: Laura Patrick
Sent: Wednesday, September 18, 2024 3:27 PM
To: SSInfo
Subject: Fwd: Concerns around zoning for Woodland Drive, Salt Spring Island

Sent from my iPhone

Begin forwarded message:

From: Jenny McClean <[REDACTED]>
Date: September 18, 2024 at 13:49:44 PDT
To: Laura Patrick <lpatrick@islandstrust.bc.ca>, Jamie Harris
<jharris@islandstrust.bc.ca>
Cc: news@gulfislandsdriftwood.com
Subject: Concerns around zoning for Woodland Drive, Salt Spring Island

I believe that if a person buys a property that is zoned rural then they should be entitled to the confidence that the zoning will remain. Obviously people buying lands on Salt Spring do some research if they are interested in raising chickens. If a property is allowed to have chickens and in particular roosters and as we know that many here wish to continue to live in the regular Salt Spring manner with animals allowed, and have sought out to buy a place where roosters are allowed, then it would seem that the onus is on others who hope for a lifestyle free from small scale farming to seek out the properly zoned property before they buy. Many properties have already been removed from the ALR on Salt Spring Island. Those lands that are intended for our food security needs in perpetuity are never replaced by any other lands. Most of Ganges was in the ALR when I was a child growing up here on Salt Spring Island. It was removed as a way to give to the community. For example, the secondary school built in 1994 was from lands that were ALR. To take away from young farmers the rights to have heritage chickens they breed themselves which are healthier and less prone to disease than the ones that are ordered in from large off island breeding companies should be allowable as it always has been on rural lands. I would like to see that the CRD does some leg work to figure out how they wish to coordinate the existing noise bylaws under their wing with the uses allowed on rurally zoned lands.

If a family buys a rurally zoned land in good faith, then the Local Trust Committee changes that zoning, the property value is affected for that farming family.

It is not fair to harm the one who researched the zoning before they bought in favour of the ones who buy rural lands and hope to change it to residential. The ideas being floated about having roosters only on lands greater than 2 acres are not really the correct solution as a rooster can be heard for a distance longer

than that. It is more about the sensitivities to rooster noise of certain people and how they may wish to take responsibility to not live in a rurally zoned area. The ones living according to the current zoning permitting chickens including roosters are within their rights according to the current zoning of their land. It is unfair to uproot people and make them have to sell and move when they are living according to the rural zoned land they have purchased. Please do not rush to change land zoning due to pressures when we have no idea what kind of people may wish to live on Salt Spring in another twenty years. Let us keep the possibilities open to neighbourhood farms which we have always enjoyed on Salt Spring Island. Do not remove land potential without something comparable to replace it with. Do not punish people living in accord with the current zoning of their purchased lands.

Sincerely,
Jenny McClean

From: Frants Attorp <[REDACTED]>
Sent: Monday, September 23, 2024 3:13 PM
To: SSIInfo; Stefan Cermak; Chris Hutton; Jason Youmans; Chris Buchan
Subject: Questions for the LTC and/or planners
Attachments: Frants DW letter - Prebaked Cake.pdf

Dear Islands Trust trustees,

Below is a letter that appeared in the Driftwood newspaper on September 18, 2024. The questions at the end are not rhetorical; I would like detailed, publishable answers, either from you or the planners (not some consultant who has little understanding of the history of these issues). I ask the questions out of genuine concern for the future of this island.

Yours truly,

Frants Attorp
Salt Spring Island

A Prebaked Cake?

Will the public engagement part of the upcoming Official Community Plan (OCP) “update” be a mere formality?

According to a July 31 staff report, the OCP amendment project “aims to update and align” the OCP “with the Salt Spring Island Housing Action Planning Task Force (HAPTF) recommendations....”

That leaves little room for discussion. The HAPTF recommendations, which include mass upzoning, “eco-villages,” and many other strategies for higher densities, have been prioritized.

Yet a draft document in the same report says “the overarching goals” of the project are “to increase housing options and housing equity on the island.” That is much more general, and allows for housing options other than the HAPTF

recommendations—for example, non-market initiatives like those recently discussed by the CRD Director.

So, is the cake already baked, or are we still deciding on a recipe? And, if the former, why is the public being invited into the kitchen for consultation?

The legal problem for the Trust is that the underlying policy changes required by the HAPTF recommendations have never been formally aired in the community. Foremost among the required changes is deletion of OCP Policy B.2.1.2.1 which Trust lawyers flagged in 2018 as incompatible with major density increases.

But B.2.1.2.1 is Salt Spring's cornerstone policy in terms of limiting development and protecting the environment. Supported by scientific studies showing development is already unsustainable, it uses two fundamental principles of conservation to measure human impact: total population and build-out (when all lots are developed). It imposes a zoning cap based on a projected build-out population of 17,000, about 5,000 more than today, while leaving room for affordable housing.

If that policy is deleted, the HAPTF recommendations will be just the tip of the development iceberg—a downside never mentioned after years of hard sell by trustees and their supporters.

So, two questions for trustees and lobbyists: What will limit growth on Salt Spring if OCP Policy B.2.1.2.1 is deleted, and why is build-out population no longer a key factor in determining sustainability?

ISLAND VOICES

Letters to the editor are welcome, but writers are requested to keep their submissions to 350 words or less. For details about deadlines, and word limits for the Viewpoint and other longer opinion pieces, contact the editor at the email address below, or phone 250-537-9933. All submissions may be edited for brevity, legality and taste. Writers are asked to provide a telephone number where they may be reached during the day, and to sign letters with their full name. Letters published do not necessarily reflect the views of Driftwood Publishing Ltd., its staff or advertisers. Send letters to: news@gulfislandsdriftwood.com

LETTERS to the editor

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Yet a draft document in the same report says "the overarching goals" of the project are "to increase housing options and housing equity on the island." That is much more general, and allows for housing options other than the HAPTF recommendations — for example, non-market initiatives like those recently discussed by Salt Spring CRD director Gary Holman.

So, is the cake already baked, or are we still deciding on a recipe? And, if the former, why is the public being invited into the kitchen for consultation?

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So, two questions for trustees and lobbyists: What will limit growth on Salt Spring if OCP Policy B.2.1.2.1 is deleted, and why is

build-out population no longer a key factor in determining sustainability?

FRANTS ATTORP,
SALT SPRING

{ QUOTE OF THE WEEK: }

"They've been getting an earful from everybody but us – and you know, I can understand why they're frustrated."

SSI TRUSTEE LAURA PATRICK ON TSAWOUT FIRST NATION RESPONSE TO ADU BYLAWS

From: Laura Patrick
Sent: Monday, September 23, 2024 10:22 AM
To: Milly Sinclair; SSIInfo
Cc: lccsaltspring@gmail.com; Jamie Harris; Timothy Peterson
Subject: Re: Woodland Drive Zoning Issue

Thank you for your email. I have copied Islands Trust staff so that your email may be part of the public record.

Laura Patrick

On Sep 23, 2024, at 10:16 AM, Milly Sinclair <[REDACTED]> wrote:

To Local Government Representatives,

I am writing to express my support for the Woodland Drive community's efforts to maintain its quiet residential nature.

As you know, Woodland Drive is zoned Rural, but in fact was developed as, is and has always been a residential neighbourhood. Certainly, folks have gardens, home-based businesses and even chickens, but it cannot even remotely be considered an agricultural area.

As a 44-year resident of SSI, 33 of those years in this area, I know that in the past there have been other area residents engaging in farming activities, raising odorific pigs and other livestock unsuitable for this neighborhood, but as law-abiding and considerate neighbours, they ceased to do so.

The unfortunate situation that has developed in the last couple of years, with new residents moving into an already well-established, quiet residential area and starting a noisy poultry breeding operation on a very small piece of unusable land, in defiance of the bylaws and their neighbours' repeated requests for peace and quiet, is ridiculous.

That this one defiant couple could capture the support of others in the poultry community with their belligerent behaviour, is crazy. Do their supporters actually

understand the facts of the situation? Ask some of the old-time island farmers, and you'll get a different opinion about where it is appropriate to have this kind of operation. To quote one "this makes all chicken owners look bad".

Our son-in-law, who is relatively new to SSI, came home from working at the Fall Fair wanting to know what we thought of the Rooster War. When we explained the facts to him and he drove past the property in question, he was gobsmacked at how this person was putting a spin on the situation, and that people were buying it. He was told that this "farm" was in an agricultural area, amidst other farms and these people were being persecuted by their neighbours and the CRD.

I believe that bylaws are in place for a reason and neighbours should be considerate of each other, particularly when living in close proximity. If we are doing something that bothers our neighbours, we stop, as the bylaws state and our sense of personal responsibility says that we should. To just do whatever you want and ignore the law is unreasonable. If this person wants to maintain a noisy chicken breeding operation and it is not suitable in his neighbourhood, the neighbours should not have to "just wear earplugs", he should move his operation to a more suitable location.

I do not believe that mediation will help in this case, as his neighbours are not asking for anything other than the peace and quiet they are afforded under the bylaws. Reducing or eliminating the fines levied against [REDACTED] sends a message to the entire community that the bylaws don't matter, and we can all just do whatever we want on our land, with no consideration for zoning or anyone else who lives near us.

We have a similar, but completely unrelated and less intrusive situation with our own next-door neighbours who, over our objections and those of other residents in the neighbourhood, annually host 8 live commercial theatre performances each summer in their backyard. You can imagine the noise and parking issues this creates in our small residential neighbourhood when there are 80 patrons and 20 cast and crew for each performance. As the backyard stage is very close to our house, and now with the use of amplified sound, we are either forced to vacate or move inside with all windows closed. So much for dinners on the deck or sleeping with windows open during the best three weeks of the summer...several neighbours have spoken with them, so hopefully they will find a new venue next

year, but so far all we have heard is "we can do whatever we want". By allowing residents to ignore the bylaws, it just reinforces this idea.

I hope that the LLC and LTC will continue to support sensible zoning bylaws and not allow themselves to be bullied by a few noisy residents (and their followers) who believe the world revolves around them.

Thank you for the work you do to preserve our island, making it a beautiful and peaceful place for **all** who live here.

Milly Sinclair



Follow Up Action Report

Salt Spring Island

15-Feb-2022

Progress	Activity	Responsibility	Dates	Status
0%	1 Housing Action Program That the Salt Spring Island Local Trust Committee request staff to proceed with research on funding and the referral process on the Tiny Homes Village Pilot Project. Housing Action Plan CMHC grant application related	Louisa Garbo	Target: 31-Jan-2024	In Progress

09-Feb-2023

Progress	Activity	Responsibility	Dates	Status
0%	1 Advisory Planning Commissions and Special Advisory Planning Commissions for SS LTC Projects (Task Forces) - Staff Report (Deferred from the January 26, 2023 SS LTC Special Meeting) That the Salt Spring Island Local Trust Committee defer consideration of disbanding the Housing Action Program Task Force pending further information on how the relationship between the Housing Action Program Task Force and Islands Trust can continue.	Chris Hutton	Target: 31-Dec-2023	In Progress

Follow Up Action Report

Salt Spring Island

09-Feb-2023

Progress	Activity		Responsibility	Dates	Status
0%	2	First Nations Consultations Procedure - Trustee Patrick	Chris Hutton Jason Youmans	Target: 14-Sep-2023	Completed
That the Salt Spring Island Local Trust Committee request staff to explore options to enter into interim protocols for meaningful and respectful engagement between the Salt Spring Island Local Trust Committee and the W_SÁNEC Leadership Council, the Cowichan Nation Alliance and the Salt Spring Island local Indigenous organization. Update - Staff met with Tsawout and are initiating conversation for a feast with FN with interest in Salt Spring and the SIRA.					

Follow Up Action Report

Salt Spring Island

18-May-2023

Progress	Activity	Responsibility	Dates	Status
0%	1 SS-DVP-2022.12 - J. Litke - 744 Lower Ganges Road & Baker Road, SSI That the Salt Spring Island Local Trust Committee approve Development Variance Permit SS-DVP-2022.12 and direct that staff not issue the permit until a covenant consistent with the draft covenant in Attachment 6 of the report from Planner Baugh, dated May 18, 2023 is registered on title. That the Salt Spring Island Local Trust Committee direct staff to forward correspondence received and concerns raised in relation to application SS-DVP-2022.12 to the Ministry of Transportation and Infrastructure Subdivision Approving Officer. DONE 06-Dec-2023 - Applicant haven't responded yet. 5-mar-2024 - Reached out to Applicant to clarify covenant issue	Bruce Belcher Rob Pingle		In Progress

Follow Up Action Report

Salt Spring Island

22-Jun-2023

Progress	Activity	Responsibility	Dates	Status
0%	1 Clean and Safe Harbours Initiative That the Salt Spring Island Local Trust Committee request staff to work with CRD staff to explore the potential to expand the Saanich Peninsula Waterways Environmental Action Service to include the Salt Spring Island Local Trust area and to report back to the LTC. March 19, 2024 - Ongoing discussion with CRD staff.	Chris Hutton	Target: 11-Jul-2024	In Progress
0%	2 Clean and Safe Harbours Initiative That the Salt Spring Island Local Trust Committee request staff to review the Clean and Safe Harbours Initiative and report back to the LTC at a future meeting. March 19, 2024 - Invite from CRD to discuss marine liveaboard issues for April 30th.	Chris Hutton	Target: 16-May-2024	In Progress

Follow Up Action Report

Salt Spring Island

14-Sep-2023

Progress	Activity	Responsibility	Dates	Status
0%	1 Coastal Douglas Fir Project That the Salt Spring Island Local Trust Committee request staff to review the status of the integrated geographical data base tool created by the former Coastal Douglas Fir Project Science Working Group and report back to the LTC.	Chris Hutton Chris Buchan Jason Youmans	Target: 16-May-2024	In Progress
46%	2 SS-DVP-2022.13 - J. Litke - 536 Beaver Point Road, SSI That the Salt Spring Island Local Trust Committee approve Development Variance Permit SS-DVP-2022.13 and direct that the staff do not issue the permit until a covenant consistent with the draft covenant in Attachment 5 of the report from Planner Buchan, dated September 14, 2023 is registered on the property title addressing the installation of a storm water drainage system and water treatment system for proposed lots 1 - 3 prior to the construction of a dwelling unit (536 Beaver Point Road). That the Salt Spring Island Local Trust Committee, with reference to Section 512(2) of the Local Government Act, approve the frontage relief from the required 10 percent to 2.5 percent for proposed Lot 3 as shown on the plan of subdivision in Attachment 4 of the report from Planner Buchan dated September 14, 2023 (536 Beaver Point Road). Waiting on the applicant to get back with the covenant. Reaching back to them again in end of Sep 2024 Exploring legal options related to covenant registration delay.	Chris Buchan Rob Pingle		In Progress

Follow Up Action Report

Salt Spring Island

15-Feb-2024

Progress	Activity	Responsibility	Dates	Status
0%	1 Minister of Housing to Chair LTC - Dated 8 Jan 2024 - Regarding Housing Statues (Residential Development) Amendment Act, 2023 (Bill 44) That the Salt Spring Island Local Trust Committee request Chair Peterson to respond to Minister of Housing letter dated January 8, 2024 regarding Housing Statues Amendment Act, 2023 (Bill 44).	Chris Hutton Jason Youmans	Target: 30-May-2024	Completed

07-Mar-2024

Progress	Activity	Responsibility	Dates	Status
50%	1 Official Community Plan - Land Use Bylaw: Project Terms of Reference That the Salt Spring Island Local Trust Committee create a new special Advisory Planning Commission for the OCP-LUB Update Project. Candidates will be sought in September	Chris Buchan Kalyaan Selvakumar Oluwashogo Garuba	Target: 30-Nov-2024	In Progress
0%	2 Official Community Plan - Land Use Bylaw: Project Terms of Reference ·That the Salt Spring Island Local Trust Committee direct staff to provide a draft Project Charter based on the discussions on the Terms of Reference in Appendix 1. ·That the Salt Spring Island Local Trust Committee request staff to have Sue Hallet review the recommended amendments to Official Community Plan - Land Use Bylaw Update Project Terms of Reference.	Chris Buchan	Target: 01-Oct-2024	In Progress

Follow Up Action Report

Salt Spring Island

11-Apr-2024

Progress	Activity	Responsibility	Dates	Status
0%	1 Ministry of Housing - Dated 20 March 2024 - Regarding Short-Term Rental Accommodations Act That the Salt Spring Island Local Trust Committee request staff to provide options to exercise the LTC's authorities regarding correspondence item 9.4 Ministry of Housing - Dated March 20, 2024 - regarding the Short-Term Rental Accommodations Act and potential future legislation.	Chris Hutton Kalyaan Selvakumar	Target: 31-Oct-2024	In Progress
49%	2 Follow-Up Action List dated April 2024 That the Salt Spring Island Local Trust Committee direct staff to work with Tsawout First Nation staff to develop a Memorandum of Understanding and report back to the LTC. May 2024- Anticipate leadership to leadership meeting summer of 2024 Sep 2024 - Development is still underway, MOU after the feast with the Tsawout First Nation.	Chris Hutton		In Progress
50%	3 Standing Resolution SS-2019-153 regarding Short Term Vacation Rentals That the Salt Spring Island Local Trust Committee rescind Standing Resolution SS-2019-153 and that staff report back on further considerations regarding proactive management of Short Term Vacation Rental's by March 1, 2025.	Warren Dingman	Target: 01-Mar-2025	In Progress
50%	4 That the Salt Spring Island Local Trust Committee request staff to prepare a staff report on 265 Furness Road and report back to the Trustees.	Chris Buchan	Target: 30-Nov-2024	In Progress

Follow Up Action Report

Salt Spring Island

16-May-2024

Progress	Activity	Responsibility	Dates	Status
0%	1 SS-RZ-2024.1 - BC Ferry Corporation - Vesuvius Bay Ferry Terminal, SSI that the Salt Spring Island Local Trust Committee request staff to notify and seek input from all local First Nations, the Capital Regional District, the Ministry of Transportation and Infrastructure and other applicable agencies, regarding proposed amendments to the Salt Spring Island Official Community Plan Bylaw No. 434, 2008 and Salt Spring Island Land Use Bylaw No. 355, 1999 for this application.	Chris Buchan Rob Pingle		Completed
0%	2 SS-RZ-2024.1 - BC Ferry Corporation - Vesuvius Bay Ferry Terminal, SSI that the Salt Spring Island Local Trust Committee request that staff prepare a draft bylaw to amend the Salt Spring Island Official Community Plan Bylaw No. 355, 2008, to amend the land use designations for Lot 2, Section 9, Range 2 West And Section 10, Range 3 West, North Salt Spring Island, Cowichan District Plan 43894 District Lot 600, Cowichan District (Pin: 532290) And District Lot 2040 Cowichan District Plan VIP75388 from Residential Neighbourhoods (RN) to Shoreline Development (SD).	Chris Buchan	Target: 12-Sep-2024	Completed
0%	3 SS-RZ-2024.1 - BC Ferry Corporation - Vesuvius Bay Ferry Terminal, SSI that the Salt Spring Island Local Trust Committee request that staff prepare a draft bylaw to amend the Salt Spring Island Land Use Bylaw No. 355, 1999, to rezone Lot 2, Section 9, Range 2 West And Section 10, Range 3 West, North Salt Spring Island, Cowichan District Plan 43894 District Lot 600, Cowichan District (PIN: 532290) And District Lot 2040 Cowichan District Plan VIP75388 from Residential 8 (R8) to Shoreline 3 (S3).	Chris Buchan	Target: 12-Sep-2024	Completed

Follow Up Action Report

Salt Spring Island

06-Jun-2024

Progress	Activity	Responsibility	Dates	Status
0%	1 Official Community Plan - Land Use Bylaw Update Project that the Salt Spring Island Local Trust Committee direct staff to return with proposed amendments with draft consultant's services that reflects 1. Available and anticipated staff resources; 2. Incorporation of the Greater Ganges Village Planning Project into the greater Official Community Plan - Land Use Bylaw Update Project; 3. Project management needs; and 4. Budget implications for the 2024/2025 fiscal year.	Chris Buchan		Completed
0%	2 Official Community Plan - Land Use Bylaw Update Project that the Salt Spring Island Local Trust Committee direct staff to prepare an analysis of major budget needs in the 2025/26 fiscal year, with proposed business case revisions to the Salt Spring Island Local Trust Committee Major Projects.	Chris Buchan		Completed
50%	3 Bylaw Enforcement Policy That the Salt Spring Local Trust Committee direct staff to close files for non-permitted dwellings where there is no evidence of disposal of waste on land.	Rob Kroeker Warren Dingman		In Progress

Follow Up Action Report

Salt Spring Island

11-Jul-2024

Progress	Activity	Responsibility	Dates	Status
0%	1 Regarding Agriculture that the Salt Spring Island Local Trust Committee request Staff to provide reporting on Capital Regional District enforcement on agricultural issues and implications for island agriculture including potential conflicts between Local Trust Committee and Capital Regional District bylaws. that the Salt Spring Island Local Trust Committee request Staff to provide a short briefing on current legal action between the Capital Regional District and a local resident regarding roosters.	Chris Hutton		In Progress
0%	2 Housing Accelerator Project that the Salt Spring Island Local Trust Committee request staff to review best practices from the previous Housing Accelerator round, in particular review Bowen Island's and Southern Gulf Island's submissions and consider options for a joint Capital Regional District / Local Community Commission and Local Trust Committee submission by the September 13, 2024 deadline.	Chris Hutton	Target: 12-Sep-2024	Completed
0%	3 PLDVP20240030 - B. Fossen - 248 Welbury Drive - Staff Report that the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit application PLDVP20240030	Rob Pingle		Completed

Follow Up Action Report

Salt Spring Island

12-Sep-2024

Progress	Activity	Responsibility	Dates	Status
0%	1 North Salt Spring Water District Presentation That the Salt Spring Island Local Trust Committee request staff to work with and support water and waste water infrastructure service agencies to seek opportunities to develop appropriate policies that prioritize connections for housing that matches community values and needs. Will be presenting a proposal in Jan 2025	Chris Hutton Chris Buchan Oluwashogo Garuba	Target: 31-Jan-2025	In Progress
0%	2 Rainbow Road Housing Agreement Repeal Bylaw - Staff Report That the Salt Spring Island Local Trust Committee Housing Agreement Repeal Bylaw No. 540 cited as "Salt Spring Island Local Trust Committee Bylaw No. 540" be read a first time (584 Rainbow Road).	Chris Buchan Rob Pingle		Completed
0%	3 SS-DVP-2024.5 - K. Wodlinger - 860 Sunset Drive, SSI That the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit application SS-DVP-2024.5 (860 Sunset Drive).	Rob Pingle		Completed
0%	4 SS-DP-2021.4/SS-DVP-2021.22 - E. Rommel - 270 Furness Road, SSI That the Salt Spring Island Local Trust Committee approves issuance of Development Permit SS-DP-2021.4 (270 Furness Road) subject to the collection of a landscaping security deposit of \$89,662.50 (150% of pre-tax estimate).	Rob Pingle		In Progress
0%	5 SS-DP-2021.4/SS-DVP-2021.22 - E. Rommel - 270 Furness Road, SSI That the Salt Spring Island Local Trust Committee approves the issuance of Development Variance Permit SS-DVP-2021.22 (270 Furness Road).	Rob Pingle		Completed

Follow Up Action Report

Salt Spring Island

12-Sep-2024

Progress	Activity	Responsibility	Dates	Status
0%	6 PLDVP20240088 - S. Campbell - 166 Rainbow Road, SSI That the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit PLDVP-2024-0088 (166 Rainbow Road).	Rob Pingle		Completed
0%	7 SS-DVP-2024.3 - A. Mccumber - 230 Smith Road, SSI That the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit SS-DVP-2024.3 (230 Smith Road).	Rob Pingle		Completed
0%	8 SS-RZ-2024.1 - F. Oprea - Vesuvius Ferry Terminal, SSI - Staff Report That Salt Spring Island Local Trust Committee Bylaw No. 538 cited as "Salt Spring Island Official Community Plan Bylaw No. 434 2008 Amendment No. 1 2024" be read a first time.	Rob Pingle		Completed
0%	9 SS-RZ-2024.1 - F. Oprea - Vesuvius Ferry Terminal, SSI - Staff Report That Salt Spring Island Local Trust Committee Bylaw No. 539 cited as "Salt Spring Island Land Use Bylaw No. 355 1999 Amendment No. 1 2024" be read a first time.	Rob Pingle		Completed
0%	10 SS-RZ-2024.1 - F. Oprea - Vesuvius Ferry Terminal, SSI - Staff Report That the Salt Spring Island Local Trust Committee request staff refer Proposed Bylaw No's. 538 and 539 to agencies, organizations, and First Nations as identified in this staff report dated September 12, 2024.	Chris Buchan Rob Pingle		In Progress
0%	11 SS-RZ-2024.1 - F. Oprea - Vesuvius Ferry Terminal, SSI - Staff Report That the Salt Spring Island Local Trust Committee request staff refer Proposed Bylaw No's. 538 and 539 to the Advisory Planning Committee for comment.	Chris Buchan Kalyaan Selvakumar	Target: 24-Oct-2024	In Progress

Follow Up Action Report

Salt Spring Island

12-Sep-2024

Progress	Activity	Responsibility	Dates	Status
0%	12 SS-RZ-2024.1 - F. Oprea - Vesuvius Ferry Terminal, SSI - Staff Report That the Salt Spring Island Local Trust Committee request staff provide Proposed Bylaw No's. 538 and 539 to the Salt Spring Island Ferry Advisory Committee for information	Chris Buchan Rob Pingle		In Progress
0%	13 SS-RZ-2024.1 - F. Oprea - Vesuvius Ferry Terminal, SSI - Staff Report That the Salt Spring Island Local Trust Committee request that the applicant submit to the Islands Trust a report from a qualified environmental professional prior to second reading conducting an assessment of the following: a. Conservation Assessment; b. Site Impact Assessment; c. Impact Mitigation Measures; d. Monitoring Requirements; e. Restoration Assessment; f. A Professionally certified opinion that, if the development is implemented as proposed, there will be no harmful alteration, disruption or destruction of environmentally valuable features, functions and conditions.	Chris Buchan		In Progress
0%	14 PLHAP20240142 - G. Jaeger - 116 Hereford Avenue, SSI That the Salt Spring Island Local Trust Committee approve issuance of Heritage Alteration Permit PLHAP20240142 (116 Hereford Avenue).	Rob Pingle		Completed
0%	15 SS-SUB-2021.3 - S. Shalbaf - 150 Margolin Drive, SSI - Staff Report That the Salt Spring Island Local Trust Committee accept the Section 219 Covenant that is Attachment 1 to this report for SS-SUB-2021.3 (150 Margolin Drive).	Bruce Belcher Rob Pingle		Completed

Follow Up Action Report

Salt Spring Island

12-Sep-2024

Progress	Activity	Responsibility	Dates	Status
0%	16 SS-SUB-2021.3 - S. Shalbaf - 150 Margolin Drive, SSI - Staff Report That the Salt Spring Island Local Trust Committee designate any member of the Local Trust Committee to sign the Covenant (150 Margolin Drive).	Bruce Belcher Rob Pingle		Completed
0%	17 Official Community Plan - Land Use Bylaw Update That the Salt Spring Island Local Trust Committee request staff to evaluate if the provincial housing needs assessment methodology should be supplemented to improve the usefulness of housing needs assessment being prepared for Salt Spring Island under a Trust Council project and if supplemental data is recommended, to identify resource needs.	Chris Hutton		In Progress
0%	18 Official Community Plan - Land Use Bylaw Update That the Salt Spring Island Local Trust Committee request staff to provide an update on the suitable land analysis to the LTC. William to present to LTC	Chris Hutton Chris Buchan William Shulba		In Progress
0%	19 Special Meeting That the Salt Spring Island Local Trust Committee request staff to schedule an Electronic Special meeting on October 1, 2024 at 1:30 p.m. to discuss the budget workplan, LTC projects and a covenant discharge	Rob Pingle		Completed
0%	20 Standing Resolution for travel costs for inter-agency meetings 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. - This resolution was shared with the Chair upon receipt of the draft minutes.	Chris Hutton Rob Pingle		Completed

Follow Up Action Report

Salt Spring Island

12-Sep-2024

Progress	Activity	Responsibility	Dates	Status
0%	21 Standing Resolution for travel costs for inter-agency meetings That the Salt Spring Island Local Trust Committee approve travel expenses for the chair for the August 22, 2024 joint meeting with the LCC. - This resolution was shared with the Chair upon receipt of the draft minutes.	Chris Hutton Rob Pingle		Completed

File No.: PLDVP20240082

X-File No.: SS-BE-2024.19

DATE OF MEETING: October 10, 2024

TO: Salt Spring Island Local Trust Committee

FROM: Oluwashogo Garuba, Planner 1
Salt Spring Island Team

COPY: Chris Hutton, Regional Planning Manager

SUBJECT: PLDVP20240082

Applicant: Richard Helem and Jennifer Braun

Location: 220 Canvasback Place, Salt Spring Island (PID: 018-903-151)

RECOMMENDATION

1. That the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit PLDVP20240082.

REPORT SUMMARY

The purpose of this report is to consider a development variance permit (DVP) application to relax the setback for accessory buildings from 3.0 meters (9.84 feet) to 0.0 meters (0 feet) for an existing accessory building located on the subject property. This distance is measured between the eaves of the roof of both buildings. The DVP is intended to bring the development into compliance with the Salt Spring Island Land Use Bylaw No. 355, 1999 (LUB) and other relevant land use regulations.

RATIONALE FOR VARIANCE

The 0.2 hectares (0.5 acres) property at 220 Canvasback Place, zoned Residential 6(a) (R6 (a)) is a residential property. It has an existing main dwelling and an accessory building being used for storage of gardening tools and equipment. The existing location of the accessory building however does not satisfy the setback from accessory building requirements set out in the Salt Spring Island Land Use Bylaw No. 355, 1999 (LUB). The applicant has applied for a variance to bring this in compliance with the LUB based on several reasons as stated in the applicant's letter of rationale.

BACKGROUND

Subsection 4.1.1 of the LUB states that:

- “No accessory building with the exception of a carport may be located within 3 m of another building on a lot. For the purposes of this regulation, the distance between buildings is to be measured between their closest points, including any structural features such as raised decks or stairs which are physically attached to the exterior walls or that function as a part of any building.”

The property is situated on Canvasback Place (see figures 1 and 2). This application relates to an active bylaw enforcement case on the subject property regarding the siting violation. The accessory building was found in violation of the setback for accessory buildings. This was verified by the bylaw enforcement officer and upon review notified the applicant that it needed to be addressed by an alternate location or a variance in order to bring the accessory building into compliance. Approval of the development permit variance by the Local Trust Committee (LTC) will bring the accessory building into compliance with the LUB.

The planner contacted the Building Inspector at the Capital Regional District (CRD) to confirm that the siting of the building was not in violation of BC Building Code regulations. Given that the accessory building under is less than 10 square meters (107.6 square feet), the structure did not require a building permit. The Building Inspector responded that the building code does not prohibit the requested variance needed. The site plan submitted showed the setback to be 1.98 meters (6.50 feet) (measured from the walls of both buildings), however upon further review based on the LUB regulations ("For the purposes of this regulation, the distance between buildings is to be measured between their closest points, including any structural features such as raised decks or stairs which are physically attached to the exterior walls or that function as a part of any building"), – in this case the eaves of the roofs, planner determined the setback to be 0.0 meters (0 feet).

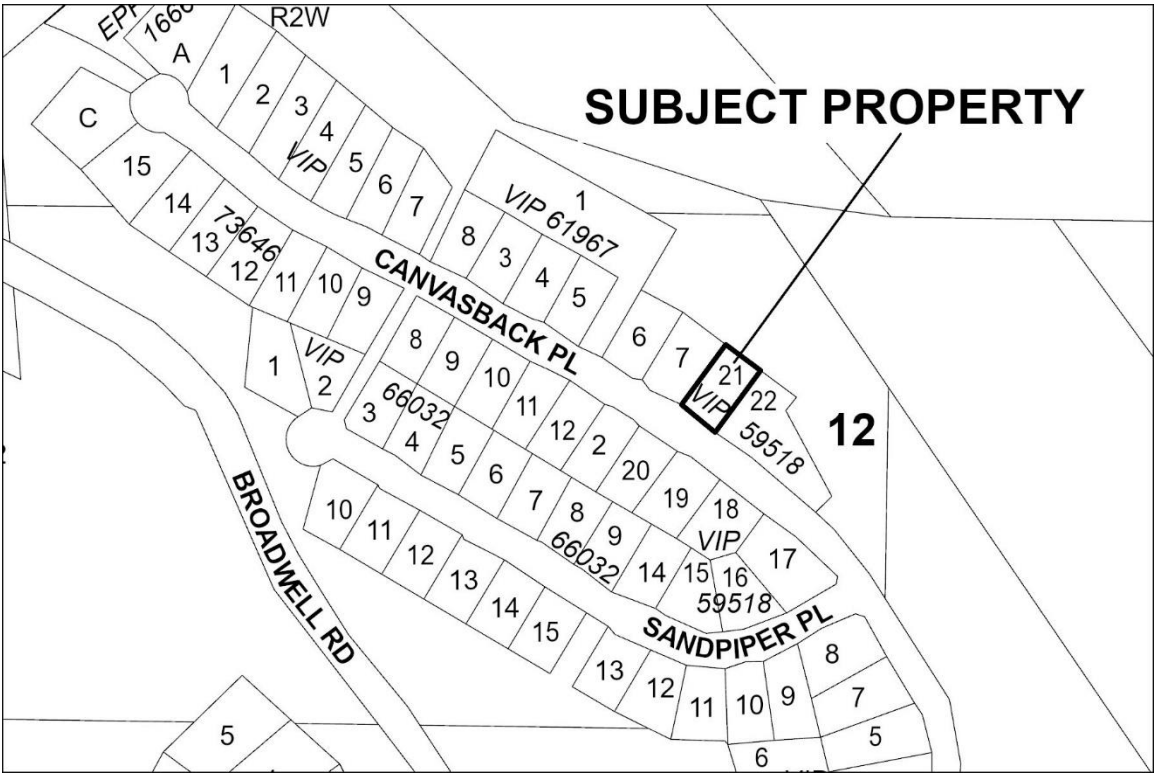


Figure 1: Subject Property Map

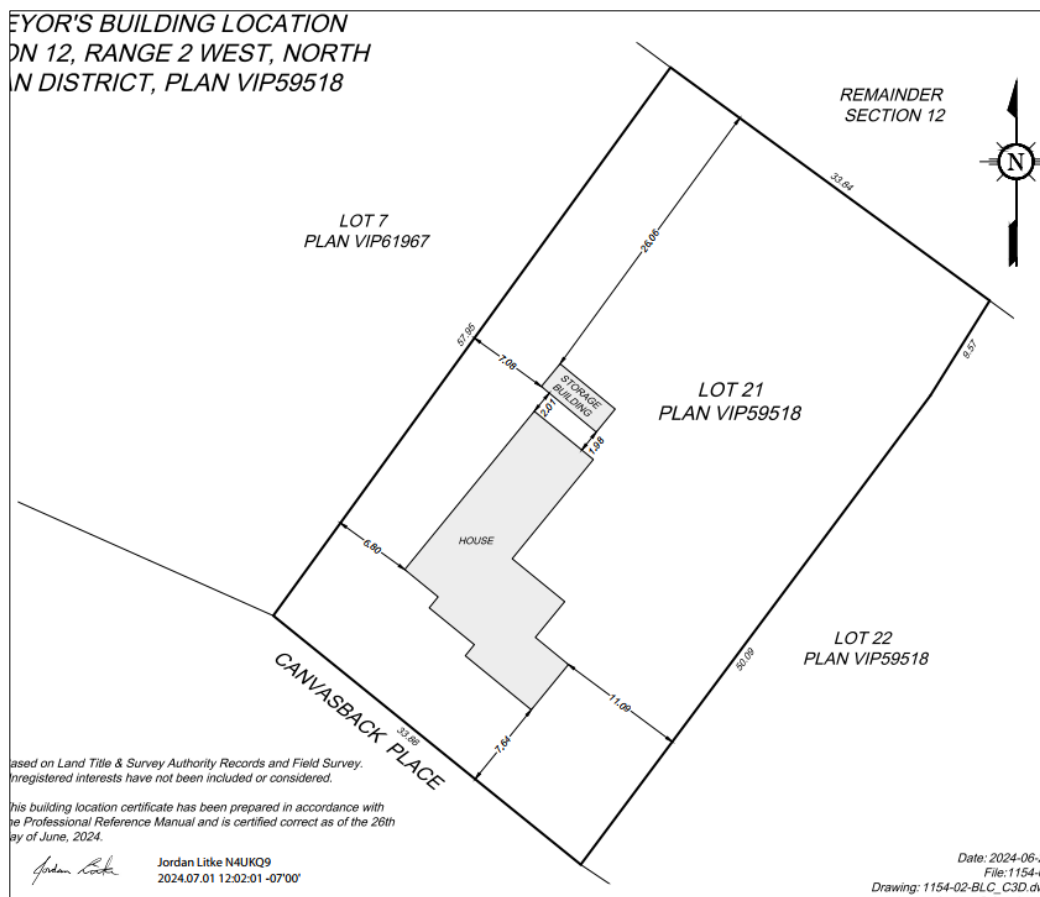


Figure 2: site plan of subject property

ANALYSIS

Intent of Regulations being varied

The overall purpose of setback from accessory building is to provide additional clearance between buildings.

Land Use Bylaw:

The subject property is zoned **Residential 6 (zone variant a) (R6 (a))** in the Salt Spring Island Land Use Bylaw No. 355, 1999 (LUB). Subsection 4.1.1 provides general setback regulations applicable to accessory buildings. Building setback regulations are intended to provide additional clearance between buildings. The zone R6 (a) in which the property is located allows for a single family dwelling and accessory buildings. While the property uses are in compliance, the siting of the accessory building is not. The approval of a variance will bring the structure into compliance with the LUB.

Official Community Plan:

The subject property is designated Channel Ridge Residential under the Salt Spring Island Official Community Plan (OCP) Bylaw No. 434, 2008. Relevant OCP objectives include:

- Section B.2.6.1.1 "To continue to provide for clusters of medium density residential settlement compatible with the natural environment of the designation."

Policy/Regulatory:

Section 498 of the *Local Government Act* enables the LTC to issue (approve) a DVP in order to vary a siting regulation in the LUB. A DVP may not be used to vary density or land use. In this case, a variance to siting regulations is being sought.

Potential impacts of granting to variance

Granting a variance can potentially create an expectation in the community with regard to future applications. As variances consider the unique circumstances pertaining to a particular situation that may warrant the relaxation of a specific zoning regulation each application should be evaluated on its own merit(s).

Circulation

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 variance was mailed to all owners and tenants in occupation of properties within 100 meters (328.08 ft) of the subject property's boundaries on September 02, 2024. The notification period will end on September 12, 2024. 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.

First Nations

This proposal does not require First Nations referral.

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 with the initial application.

Rationale for Recommendation

Staff recommends approving this DVP for the following reasons:

1. **No Negative Impact:** The variance is not anticipated to have a negative impact on the neighbourhood.
2. **Lack of Neighbour Concerns:** As of the time of writing this report, there have been no expressed concerns from neighbours regarding the proposed variance.
3. **OCP Support:** The objectives of the Official Community Plan (OCP) supports the presence of both accessory and single-family dwellings on the property.

Based on these reasons, staff recommends approving the development variance permit (DVP).

ALTERNATIVES

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

1. **Deny the application**

The LTC may deny the application. Staff advise that the implications of this alternative are [insert implications, e.g. file closure, application refund, bylaw enforcement, etc.].

That the Salt Spring Island Local Trust Committee refuse the issuance of Development Variance Permit application PLDVP20240082 for the following reasons: [list reasons].

Submitted By:	Oluwashogo Garuba, Planner 1	September 23, 2024
Concurrence:	Chris Hutton, Regional Planning Manager	October 2, 2024

ATTACHMENTS

1. Site Context
2. Maps, Plans, Photographs
3. Notice
4. Draft Development Variance Permit PLDVP20240082
5. Applicant's Letter of Rationale

ATTACHMENT 1 – SITE CONTEXT

LOCATION

Legal Description	LOT 21, SECTION 12, RANGE 2 WEST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN VIP59518
PID	018-903-151
Civic Address	220 Canvasback Pl, Salt Spring Island

LAND USE

Current Land Use	Residential 6 (R6 (a)) - Residential
Surrounding Land Use	Residential 6

HISTORICAL ACTIVITY

File No.	Purpose
SS-BP-2017.54	<i>To construct a Single Family dwelling and garage</i>
SS-SUB-1991.60	<i>Subdivision</i>

POLICY/REGULATORY

Official Community Plan Designations	Salt Spring Island Official Community Plan Bylaw #434, 2008 – Channel Ridge Residential; Development Permit Areas: None
Land Use Bylaw	Salt Spring Island Land Use Bylaw #355, 1999 – Residential (R6(a))
Other Regulations	None
Water Service Area	North Salt Spring Waterworks
Title Charges	Right to purchase coal 21443G; Lease of coal 36088G; Undersurface Rights 108379G; Covenant R32170; Statutory Building Scheme EH107853; Land Tax Deferment Act Agreement CA8550876
Bylaw Enforcement	SS-BE-2024.19: Siting Violations

SITE INFLUENCES

Islands Trust Conservancy	The Islands Trust Conservancy does not have an interest in any properties within 100 metres of the property subject of this application.
Species at Risk	SAR (Public) Species: None Currently Mapped SAR (Public) Ecological Community: None Currently Mapped
Sensitive Ecosystems	SEI: None Currently Mapped Heron Rookery/Raptor Nest/Sea Bird Colony: None Currently Mapped RAR Watercourse: None Currently Mapped Islands Trust Protected Areas mapping indicates the subject property is not within 500-metres of a protected area.
Hazard Areas	None on the subject property.

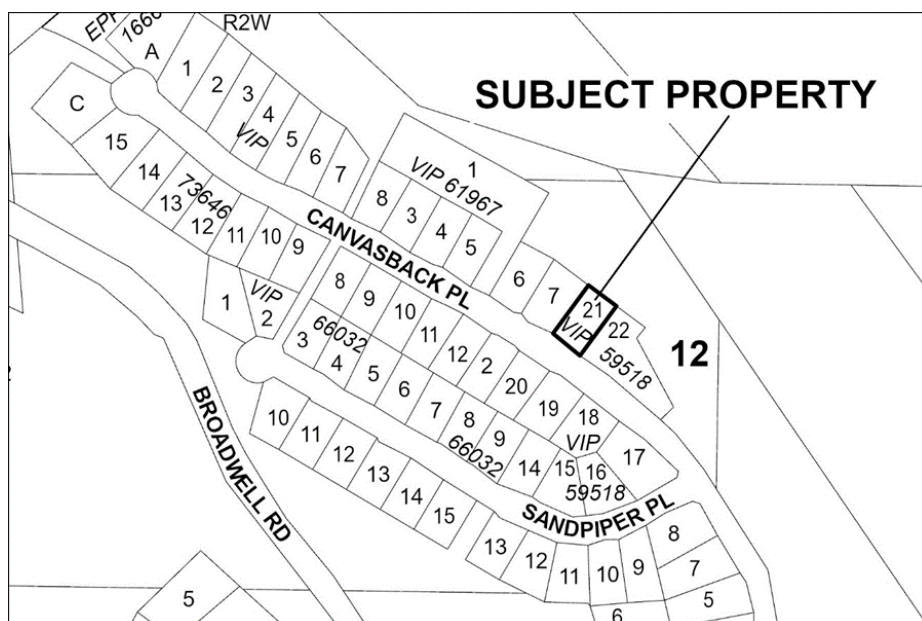
Archaeological Sites/Potential	No Archeological Potential on subject property. Notwithstanding the foregoing, and by copy of this report, the owners and applicant should be aware that there is still a chance that the lot may contain previously unrecorded archaeological material that is protected under 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	Not Applicable
Shoreline Data in TAPIS	N/A

ATTACHMENT 2 – MAPS, PLANS, DRAWINGS, PHOTOGRAPHS

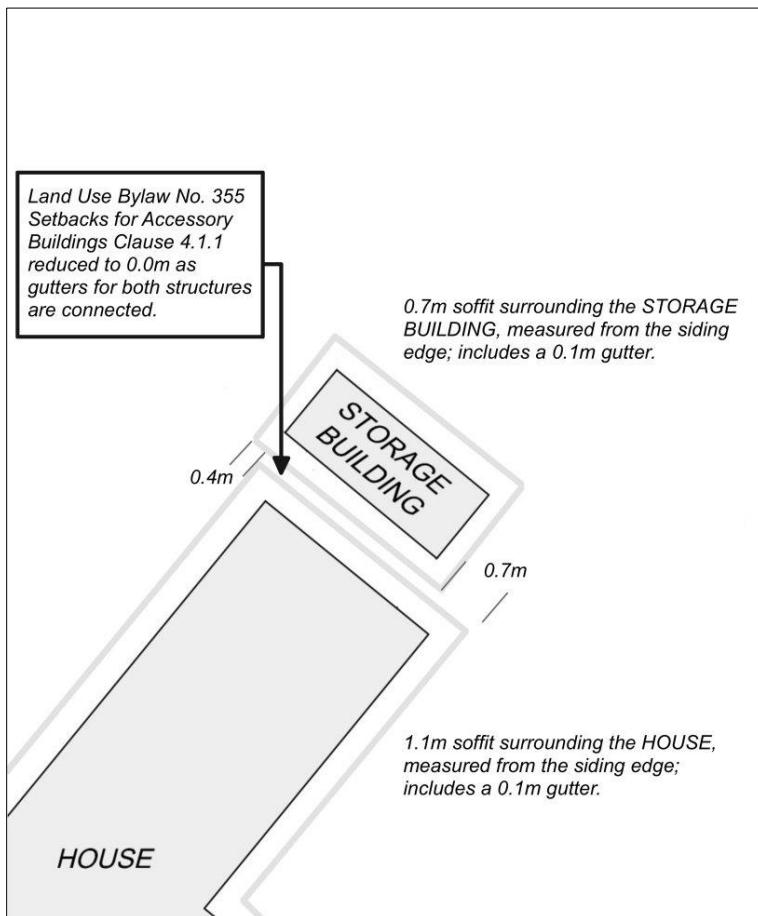
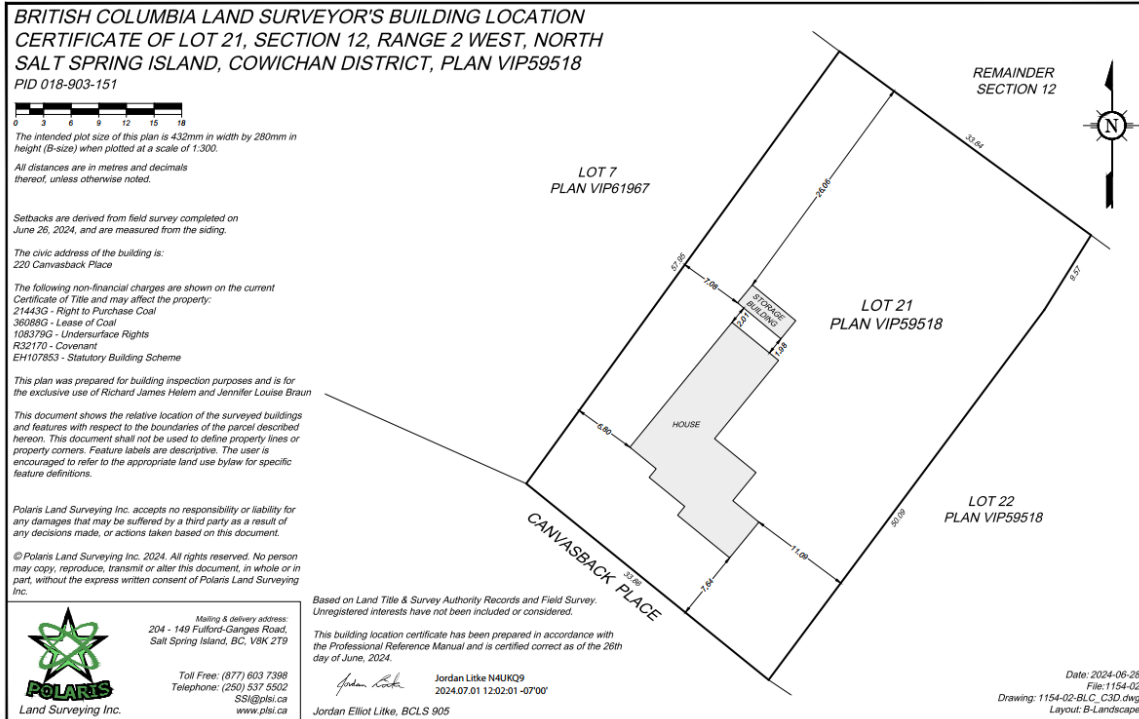
2.1 ORTHO



2.2 ZONING



2.3 SURVEY PLANS



2.4 PHOTOGRAPH TITLE



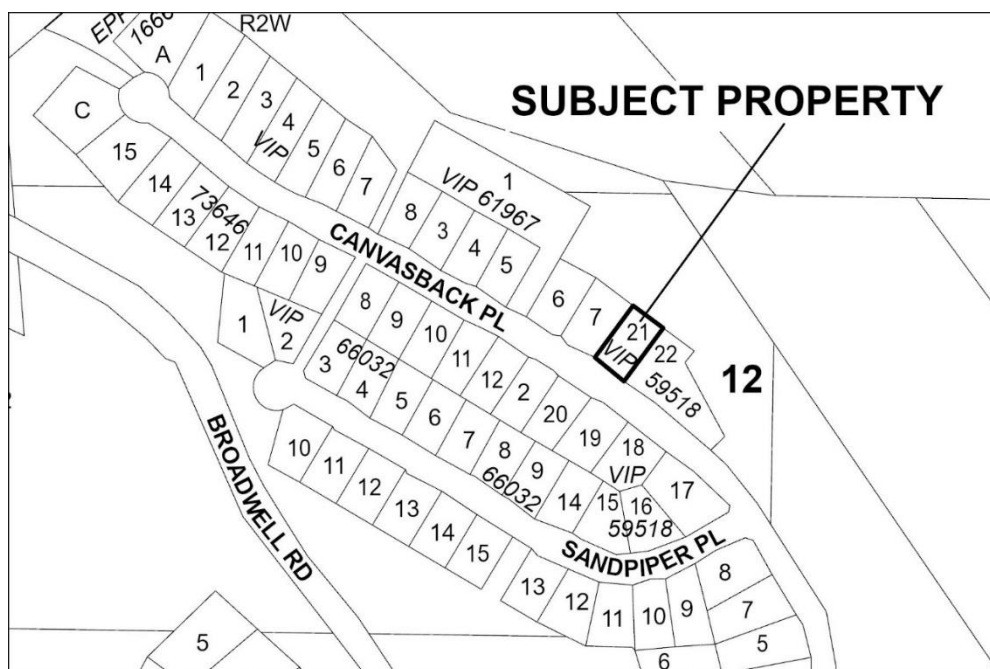
SALT SPRING ISLAND LOCAL TRUST COMMITTEE

NOTICE is hereby given pursuant to Section 499 of the *Local Government Act* that the Salt Spring Island Local Trust Committee will be considering a resolution allowing for the issuance of a Development Variance Permit, the proposed permit would vary the Salt Spring Island Land Use Bylaw No.355, 1999 by:

- A variance to reduce the setbacks for accessory buildings from 3.0 meters to 0.0 meters in order permit the siting of an existing accessory building.

The property is located at **220 Canvasback Pl, Salt Spring Island** and is legally described as LOT 21, SECTION 12, RANGE 2 WEST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN VIP59518 (PID: 018-903-151).

The general location of the subject property is shown on the following sketch:



A copy of the proposed permit may be inspected at the Islands Trust Office, 1-500 Lower Ganges Road, Salt Spring Island, BC V8K 2N8 between the hours of 8:30 a.m. to 4:30 p.m. Monday, Tuesday, Thursday and Friday, excluding statutory holidays, commencing **Friday September 27, 2024** and continuing up to and including **Wednesday October 9, 2024**.

For the convenience of the public only, and not to satisfy Section 499 (2) (c) of the *Local Government Act*, additional copies of the Proposed Permit may be inspected at various Notice Boards on Salt Spring Island.

Enquiries or comments should be directed to Oluwashogo Garuba, Planner 1 at (250) 537-9144, for Toll Free Access, request a transfer via Enquiry BC: In Vancouver 660-2421 and elsewhere in BC 1-800-663-7867; or by fax (250) 405-5155; or by email to: ssiinfo@islandstrust.bc.ca before 4:30 pm, Wednesday September 11, 2024.

The Salt Spring Island Local Trust Committee may consider a resolution allowing for the issuance of the permit during the business meeting starting at **9:30am Thursday October 10, 2024**. Typically, applications are considered in the afternoon portion of the meeting, which begins at 12 noon. Please refer to the agenda available on the Salt Spring Island LTC Meeting Calendar webpage at the beginning of that week for an indication of where this application may be placed on the agenda and to view the staff report for the application.

All applications are available for review by the public with prior appointment. Written comments made in response to this notice will also be available for public review.

PROPOSED

ATTACHMENT 4



SALT SPRING ISLAND LOCAL TRUST COMMITTEE DEVELOPMENT VARIANCE PERMIT PLDVP20240082

TO: RICHARD HELEM & JENNIFER BRAUN

1. This Development Variance Permit (the "Permit") applies to the land described below:
PID: 018-903-151
LEGAL DESCRIPTION: LOT 21, SECTION 12, RANGE 2 WEST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN VIP59518

2. This Permit is authorized in accordance with the following schedules attached to and forming part of this permit as signed and dated by the Deputy Secretary of Islands Trust:

Schedule No. 1 Site Plan

3. Salt Spring Island Local Trust Committee Bylaw No. 355, cited as "*Salt Spring Island Land Use Bylaw, 1999*" is varied as follows:

4.1 SETBACKS FOR ACCESSORY BUILDINGS

- 4.1.1 No accessory building with the exception of a carport may be located within 3 m of another building on a lot. For the purposes of this regulation, the distance between buildings is to be measured between their closest points, including any structural features such as raised decks or stairs which are physically attached to the exterior walls or that function as a part of any building.

The above subsection is varied to reduce the setback between an existing *single family dwelling* and an existing *accessory building* from 3.0 m to 0.0 m in accordance with Schedule No. 1 forming part of and attached to this permit.

4. The land described herein shall be developed in accordance with the terms, conditions and provisions of this Permit, and any schedules, plans and specifications attached to this Permit, which shall form a part thereof.
5. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of "Salt Spring Island Land Use Bylaw No. 355, 1999".
6. Any further development, redevelopment, or any changes to this permit may require a new Development Variance Permit.

AUTHORIZING RESOLUTION PASSED BY THE SALT SPRING ISLAND LOCAL TRUST COMMITTEE

THIS ____ DAY OF _____, 20____.

PROPOSED



SALT SPRING ISLAND LOCAL TRUST COMMITTEE DEVELOPMENT VARIANCE PERMIT PLDVP20240082

DEPUTY SECRETARY, ISLANDS TRUST

DATE OF ISSUANCE

IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE _____ DAY OF _____,
20_____, THIS PERMIT AUTOMATICALLY LAPSES.

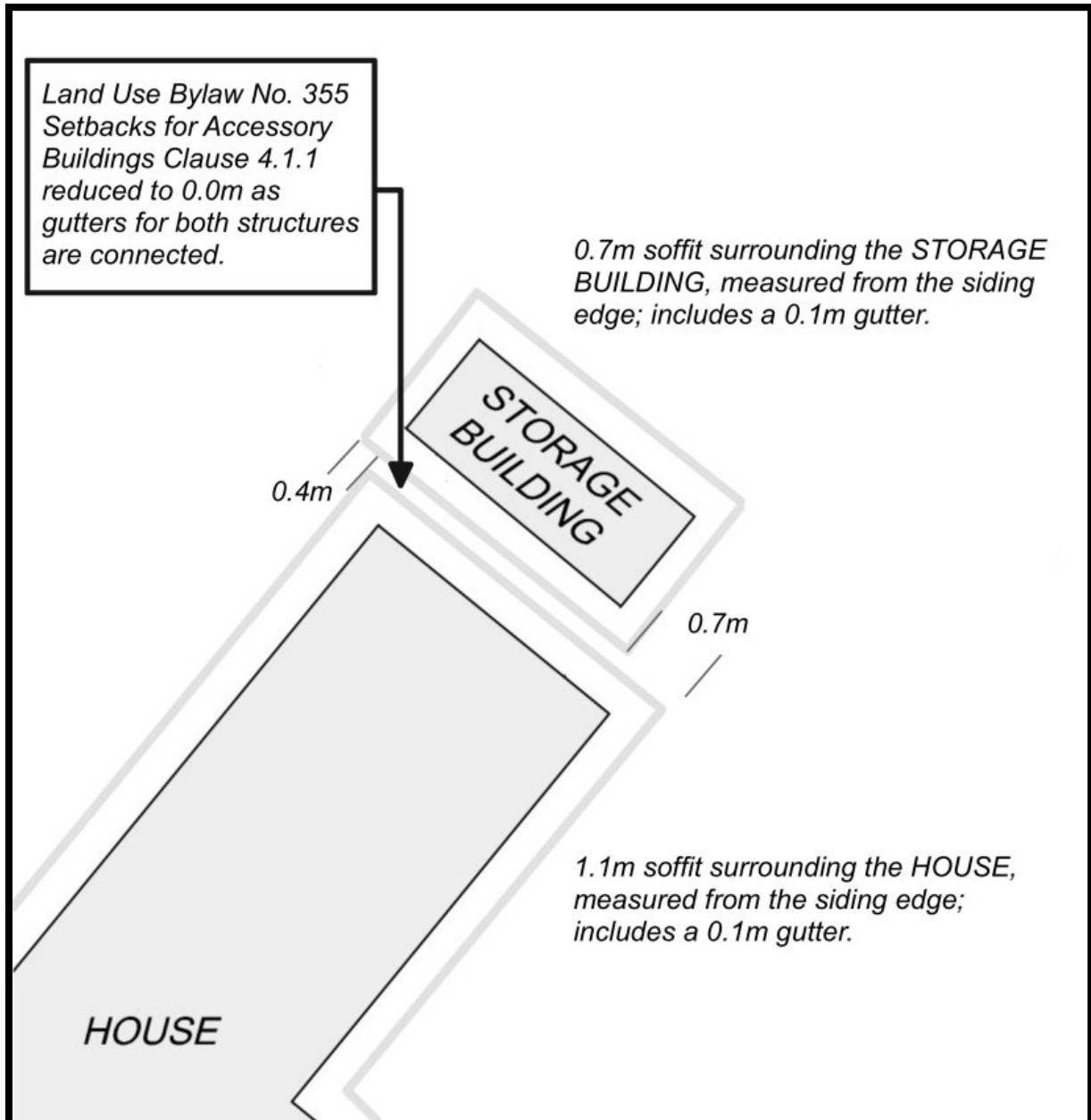
PROPOSED

PROPOSED



SALT SPRING ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT PLDVP20240082

SCHEDULE NO. 1: Site Plan



Project Narrative:

Property Address: 220 Canvasback Place

Applicant: Richard Helem and Jennifer Braun

Property Owner: Richard Helem and Jennifer Braun

Subject Property: The subject property is located at 220 Canvasback Place, Salt Spring Island, and is a single-family residential property.

Existing Conditions

- The dwelling is a one-level, single-family home, built and occupied by Robert Huser in 2017, a long-time Island builder of custom homes, with a total living area of approximately 1,530 square feet (or 142 square meters).
- The dwelling has a total of two bedrooms and two bathrooms, and is designed for residential use and is used for living purposes only.
- The dwelling is currently occupied by Richard Helem and Jennifer Braun as their primary residence
- The dwelling is situated on a relatively large parcel of land, with an area of approximately 0.5 acres (21,780 square feet / 2,025 square meters).
- The accessory building is an 8-foot by 20-foot (2.44 meters by 6.1 meters) storage facility located at a distance of 6 feet 10 inches (2.08 meters) from the dwelling, which is significantly closer than the minimum setback requirement of 3 meters (9.8 feet) set out in the zoning bylaw.
- The accessory building is used for storing gardening tools, equipment, and supplies, including lawn mowers, rakes, and wood. Its proximity to the dwelling makes it easier for Richard to access these tools and equipment, especially given his mobility limitations.

Proposed Use

- The applicant is seeking a development variance permit to allow the existing accessory building to remain at its current location, which is 6 feet 10 inches (2.08 meters) from the dwelling,
- The applicant does not intend to change the existing use of the dwelling or accessory building. The dwelling will continue to be used as the applicant's primary residence, and the accessory building will continue to be used for storage.
- The property's unique topography and layout make it impractical to relocate the accessory building to a location further away from the dwelling. The existing location is essential for daily life, as it provides easy access to gardening tools, seasonal items, wood and outdoor equipment.
- Relocating the building would be costly, impractical, and disrupt the surrounding area, including mature trees and landscaping.

Hardship:

- A workplace accident has left Richard with a permanent functional impairment, significantly impacting his daily life. Medical reports and documentation are available upon request.

- The injury has required multiple surgeries, chronic pain management, adaptations to his daily routine and early retirement. His mobility is moderately limited, making it difficult for him to navigate stairs and perform daily tasks.
- To maintain his independence and quality of life, Richard requires a one-level property with no steps inside or outside. The existing house and shed are designed to accommodate his mobility limitations, and any changes to the property would compromise his ability to live comfortably.
- Richard's circumstances are challenging due to the impact of his injury on his mobility, which has resulted in some difficulties with daily activities. Despite these challenges, he is still able to manage his daily routine with some assistance and accommodations. Allowing the proposed variance would enable him to continue living in his home, where he is able to maintain some degree of independence, and would be a reasonable accommodation given his situation.
- Richard is requesting a development variance permit to allow the existing accessory building to remain at its current location. This is essential for daily life and accommodates his mobility limitations. By granting this variance, Richard will be able to continue living in his home without significant disruption or hardship, and maintain his independence and quality of life.

Rationale

- The applicant believes that granting a variance will allow the property to maintain its existing character and functionality while also ensuring that it complies with all relevant building codes and regulations.
- The proximity of the accessory building to the dwelling is a pre-existing condition that was not created by the applicant. The applicant was not aware of this issue at the time of purchase, as documented in the property disclosure statement.
- Granting a variance will not have any significant adverse impacts on the surrounding neighbourhood or community.

Conclusion:

The applicant respectfully requests that the Development Variance Permit Board grant a development variance permit to allow the existing accessory building to remain at its current location, which is 6 feet 10 inches (2.08 meters) from the dwelling, despite being closer than the minimum setback requirement specified in the zoning bylaw.

DATE OF MEETING: October 10, 2024
TO: Salt Spring Island Local Trust Committee
FROM: Milad Panahifar, Planner 1
Salt Spring Island Team
COPY: Chris Hutton, Regional Planning Manager
SUBJECT: PLDVP20240185
Applicant: Bradley Fossen
Location: 1155 Mountain Road, Salt Spring Island

RECOMMENDATION

1. That the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit application PLDVP20240185.

REPORT SUMMARY

The purpose of this report is to consider a Development Variance Permit (DVP) for the proposed siting of a new sewage disposal field within the required 30 metre setback of the natural boundary of the sea. The variance would relax the setback to 15.0 metres to permit the siting of the new sewage disposal field.

Rationale for Variance

The 3.23 ha (7.93 acres) property located at 1155 Mountain Road, zoned Rural - R, is currently undeveloped and designated for residential use. However, development options are constrained by various challenges, including topographic issues, soil characteristics, stability concerns, and existing covenants. Additionally, any further development on the property requires the installation of a sewage disposal field. The applicant has submitted a variance request to permit the placement of a new sewage disposal field, addressing the site's specific challenges based on several reasons as stated in the applicant's letter of rationale.

BACKGROUND

The specific variance is to relax the **natural boundary setback** in the Salt Spring Island Land Use Bylaw No. 355, 1999 (LUB).

- Subsection 4.5.1 (1) which states that no sewage disposal field or seepage pit may be located within 30 m of the natural boundary of the sea is varied to permit the construction of a sewage disposal field within 15.0 metres of the natural boundary of the sea.

The 3.21 ha (7.93 ac) subject property is an undeveloped lot zoned **Rural – R**. According to reports, submitted by Aurora Professional Group, on July, 13th 2024, Another available bench is identified as an old logging road with unpredictable flow patterns, making it unsuitable for effluent dispersal. Areas further north were considered, but dismissed because installing a pressure main on steep terrain would be difficult, requiring tree removal and

increasing the risk of pressure main failures due to the length and challenging conditions. The applicant is seeking a variance to reach compliance with the Salt Spring Island LUB and to maintain compliance with the Sewerage System Regulation requiring that a sewerage system must not be constructed less than 30 metres from natural boundary of the sea. The applicant is seeking a variance for a 15 metre (49.21 ft) buffer from the natural boundary of the sea.

Figure 1 - Subject Property Map

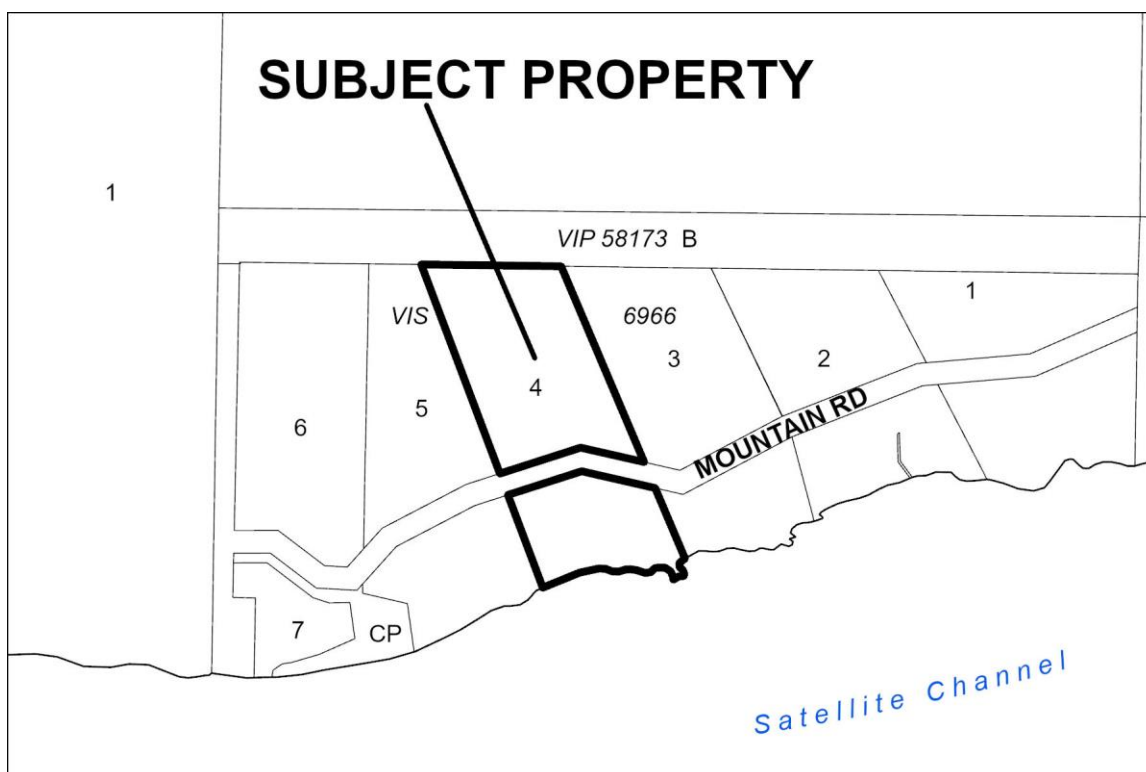
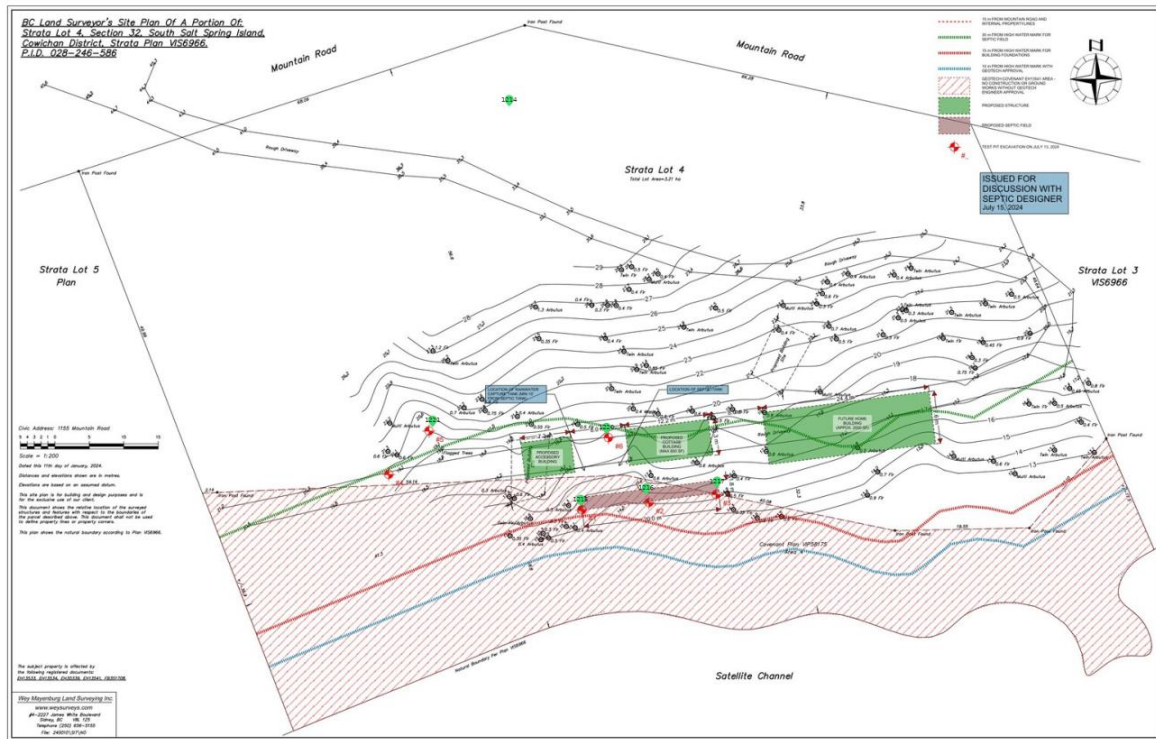


Figure 2 – Proposed Septic Field Location



ANALYSIS

Policy/Regulatory

Section 498 of the *Local Government Act* enables the Local Trust Committee to approve a DVP in order to vary a siting regulation in the LUB. A DVP may not be used to vary density or land use. In this case, a variance to siting regulations is being sought.

Official Community Plan (OCP)

The property is designated Rural Neighbourhoods (RL) in the Salt Spring Island OCP. The property is located within **DPA6 – Unstable Slopes & Erosion Hazards**, but the proposed location is not within the DPA.

Land Use Bylaw (LUB)

The property is zoned **Rural – R** in the LUB. The property is currently undeveloped and is permitted to have one single family dwelling, one cottage and accessory building up to 185 m². For the purposes of this application it is subject to zoning requirements in section 4.5.1(1) of the Salt Spring Island LUB No. 355:

4.5.1 No sewage disposal field or seepage pit may be located within:

(1) 30 m of the natural boundary of the sea;

Issues and Opportunities

Intent of the Regulations Being Varied

The overall purpose of the setback to the natural boundary of the sea regulation is to minimize impacts on environment and the public realm related to:

- Protecting marine, foreshore, and nearshore habitats;
- Protection of development from natural hazards, particularly with sea level rise and increased storm surges;
- Protecting water quality.

Potential Impacts of Granting the Variance

Granting a variance can potentially create an expectation in the community with regard to future applications. As variance consider the unique circumstances pertaining to a particular situation that may warrant the relaxation to a specific zoning regulation, each application should be evaluated on its own merits.

Circulation

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 variance was mailed to all owners and tenants of properties within 100 metres of the subject property's boundaries on Tuesday, October 1st.

At the time of writing no correspondence has been received. Staff will verbally indicate if any correspondence has been received subsequent to submission of this report at the Salt Spring Island Local Trust Committee meeting.

First Nations

The shoreline in the lots adjacent to the subject property has been identified as an area of archaeological potential. The applicant has reached out to the Archaeology Branch in anticipation of the application to confirm that a provincial heritage permit is not required unless archaeological materials are exposed and/or impacted during land altering activities.

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 with the initial application.

Rationale for Recommendation

- The 30 metre setback from the natural boundary of the sea greatly constrains suitable sewage dispersal areas on the property as no one site on the property would satisfy the Islands Trust and Sewerage System Regulation setbacks;
- The setback meets the BC Standard Practice Manual (SPM) of 15 meters.

- Further development of the property cannot be completed without an approved setback for the sewage disposal field.
- The variance is supported by recommendation of professional report (Site capability assessment report prepared by Bradley Fossen July 13th, 2024) and the proposed wastewater dispersal system for the site is designed to provide superior treatment compared to standard systems. A sand mound system will be used due to the land's slope.
- Topographic challenges, soil characteristics, stability issues, and existing covenants pose limitations on using much of the property for sewage disposal fields.

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. Staff advise that the implications of this alternative are the application will be closed. 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 issuance of PLDVP20240185.

Submitted By:	Milad Panahifar, Planner 1	September 9, 2024
Concurrence:	Chris Hutton, Regional Planning Manager	October 2, 2024

ATTACHMENTS

1. Site Context
2. Maps, Plans, Photographs
3. Applicant Letter
4. Notice
5. Draft Development Variance Permit

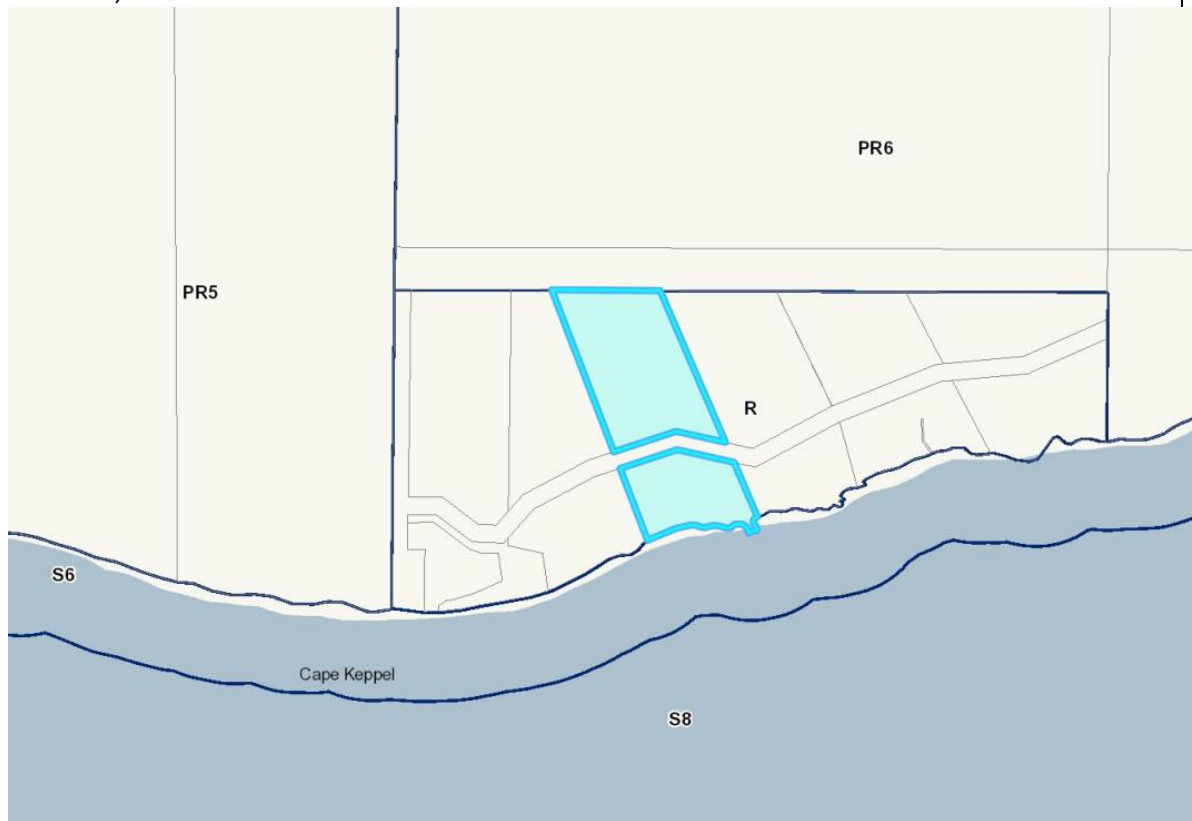
ATTACHMENT 1 – SITE CONTEXT

LOCATION

Legal Description	STRATA LOT 4 SECTION 32 SOUTH SALT SPRING ISLAND COWICHAN DISTRICT STRATA PLAN VIS6966 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V (SEE PLAN AS TO LIMITED ACCESS)
PID	028-246-586
Civic Address	1155 MOUNTAIN RD SALT SPRING ISLAND BC
Lot Size	3.23 ha (7.93 ac)

LAND USE

Current Land Use	Rural – R – (Undeveloped)
Surrounding Land Use	Rural – R, Park and Reserves 6 – PR6

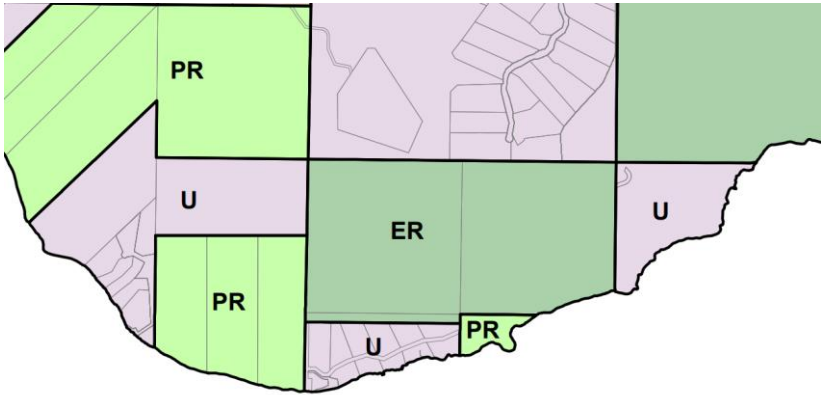
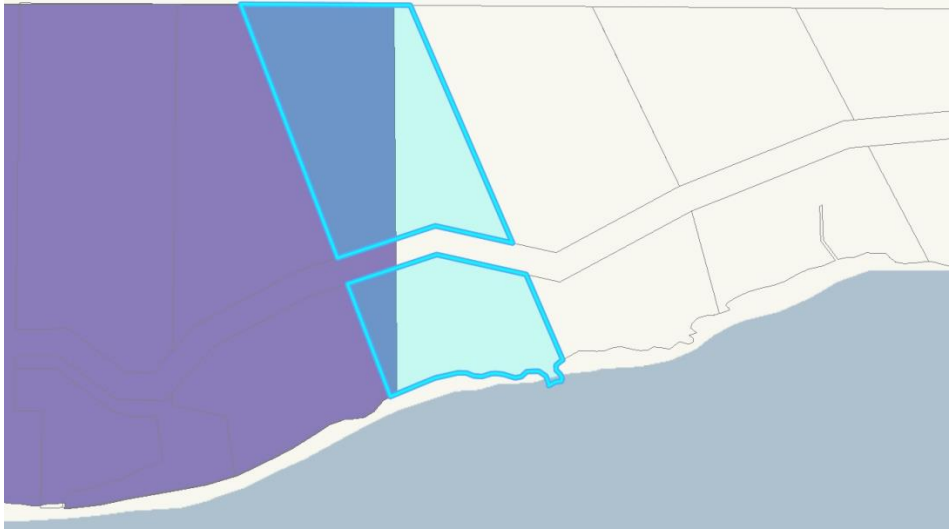


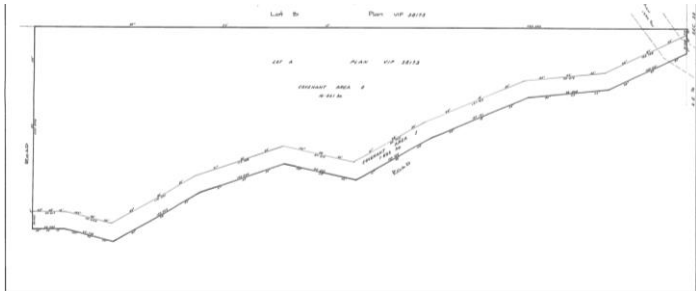
The map shows the site location relative to surrounding land use designations. The site is highlighted in light blue. Surrounding areas are labeled PR5, PR6, R, S6, S8, and Cape Keppel. The site is located on the coast of Cape Keppel, adjacent to the R (Rural) zone. The site is bounded by PR5 to the west and PR6 to the north. The site is adjacent to the R (Rural) zone to the east and south. The site is located on the coast of Cape Keppel, adjacent to the R (Rural) zone. The site is bounded by PR5 to the west and PR6 to the north. The site is adjacent to the R (Rural) zone to the east and south. The site is located on the coast of Cape Keppel, adjacent to the R (Rural) zone. The site is bounded by PR5 to the west and PR6 to the north. The site is adjacent to the R (Rural) zone to the east and south.

HISTORICAL ACTIVITY

File No.	Purpose
SS-SUB-2005.13	7-Lot Bareland Strata Subdivision

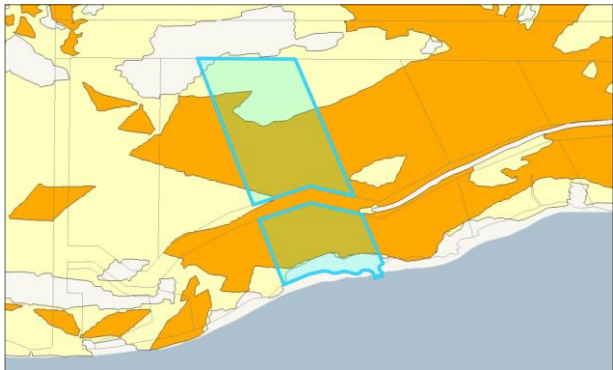
POLICY/REGULATORY

Official Community Plan Designations	Salt Spring Island Official Community Plan Bylaw #434, 2008 – Uplands - U  Some sections of the lot are within DPA 6, which is designated as an Unstable Slope and Soil Erosion Hazard Area DPA6 - Map23 - Unstable Slope And Soil Erosion Hazard 
Land Use Bylaw	Salt Spring Island Land Use Bylaw #355, 1999 – Rural (R) “R” permits the following principal uses: • Single-family dwellings • Two family dwellings constructed before July 31, 1990 • Dental and medical offices for a maximum of two medical practitioners • Elementary schools, pre-schools and child day care • Public health care facilities • Community halls • Churches and cemeteries • Veterinarian clinics and animal hospitals • Pet boarding services and kennels

	• Pounds • Active outdoor non-commercial recreation, excluding golf courses and activities primarily involving the use of power-driven means of conveyance • Agriculture • Public service uses The R also permits the following accessory uses: • Seasonal cottages subject to Section 3.14 • 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.
Other Regulations	N/A
Covenants	SSI Covenants: EH13533, EH13534  ROW: EH30339, EH13541, FB351708 CRD Covenant: EH13541 Building Scheme: FB351708

Bylaw Enforcement	N/A
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SITE INFLUENCES

Islands Trust Conservancy	ITC Covenants on the northern part of the lot, above the Mountain Rd  Legend: ITC Covenants (purple hatched), Conservation Covenants (pink hatched)
Species at Risk	N/A
Sensitive Ecosystems	Woodland Sensitive Ecosystem + Mature Forest: Conifer  Legend: Mature Forest (green), Woodland (dark green)
Hazard Areas	Moderate, Low risk steep slopes  Legend: Moderate Risk (orange), Low Risk (yellow)

Archaeological Sites	None - 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 <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	No additional impacts to GHG emissions anticipated as a result of this application.
Shoreline Classification	Sediment Shoreline - Boulder/Cobble
Shoreline Data in TAPIS	N/A

ATTACHMENT 2 – MAPS, PLANS, DRAWINGS, PHOTOGRAPHS

2.1 MAP TITLE

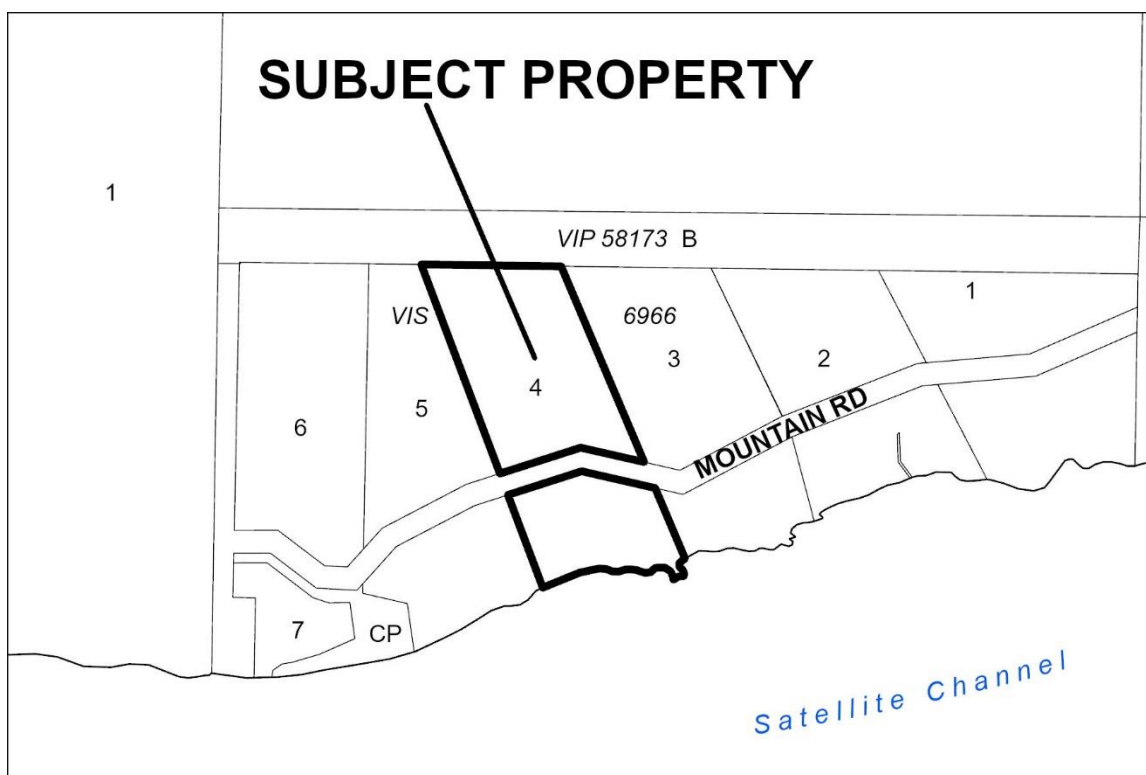


Figure 1 Subject Property Map

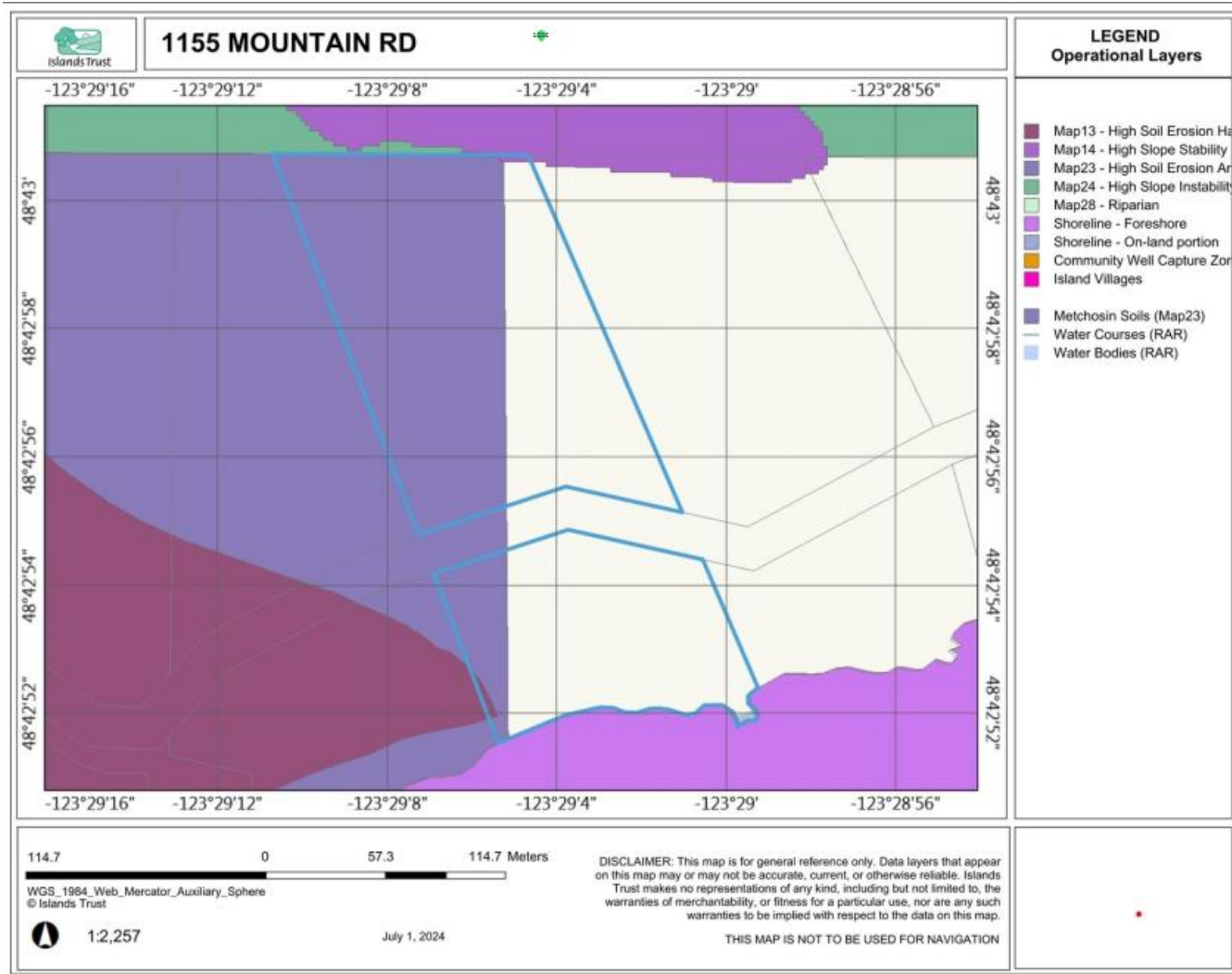


Figure 2 Soil Erosion and Hazard Map

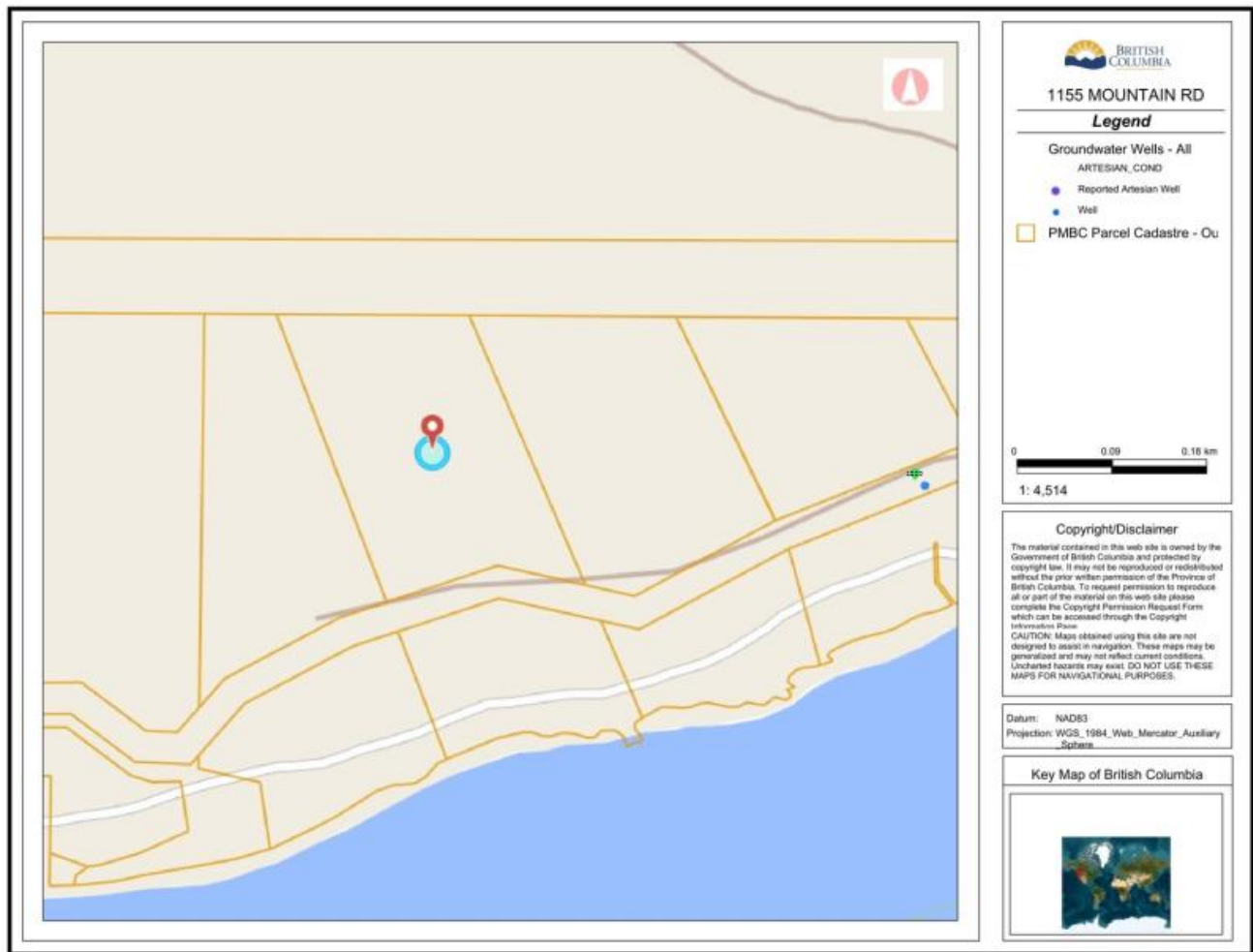


Figure 4 Distance from the Well

2.2 PLAN TITLE

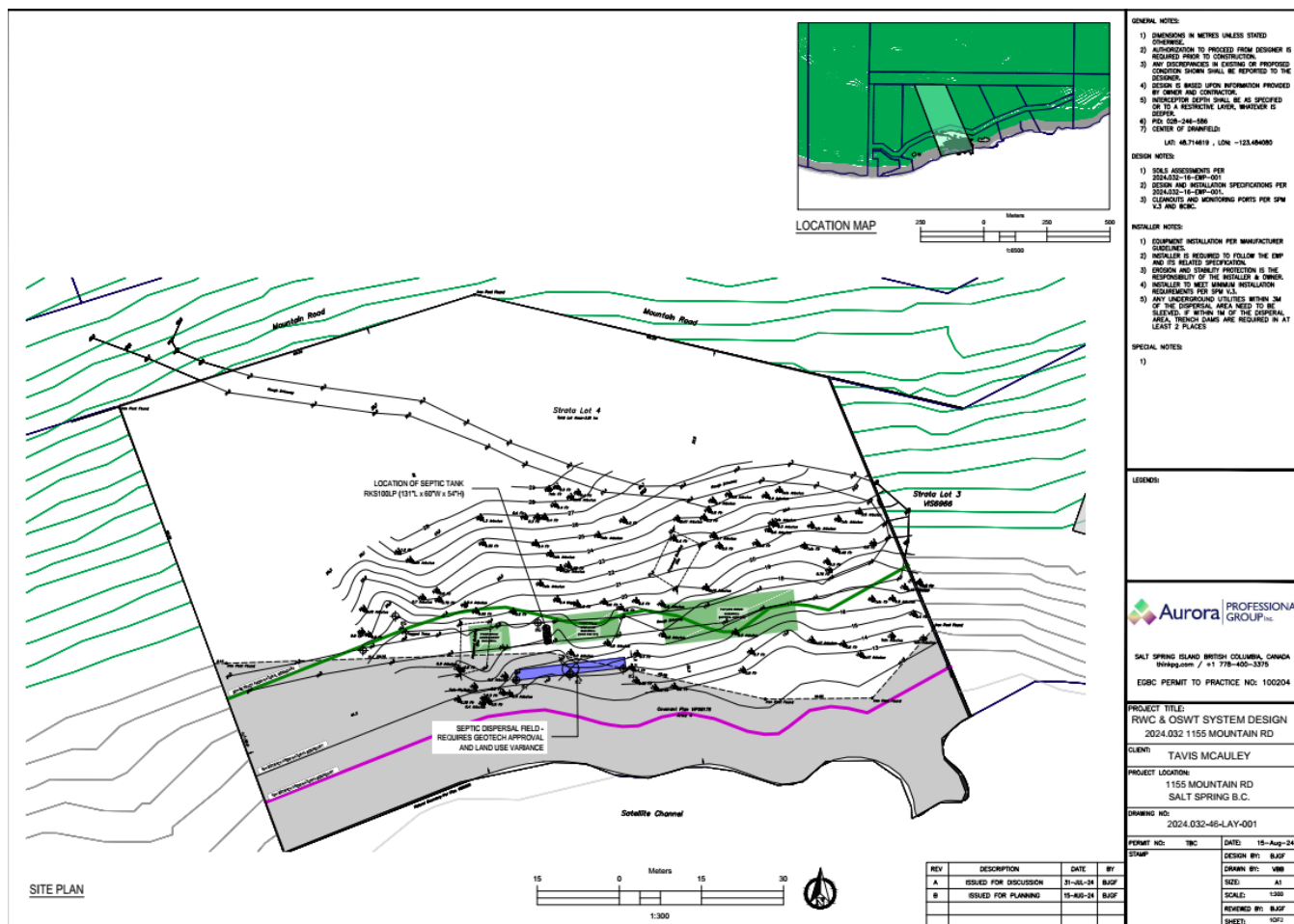


Figure 5 Site Plan

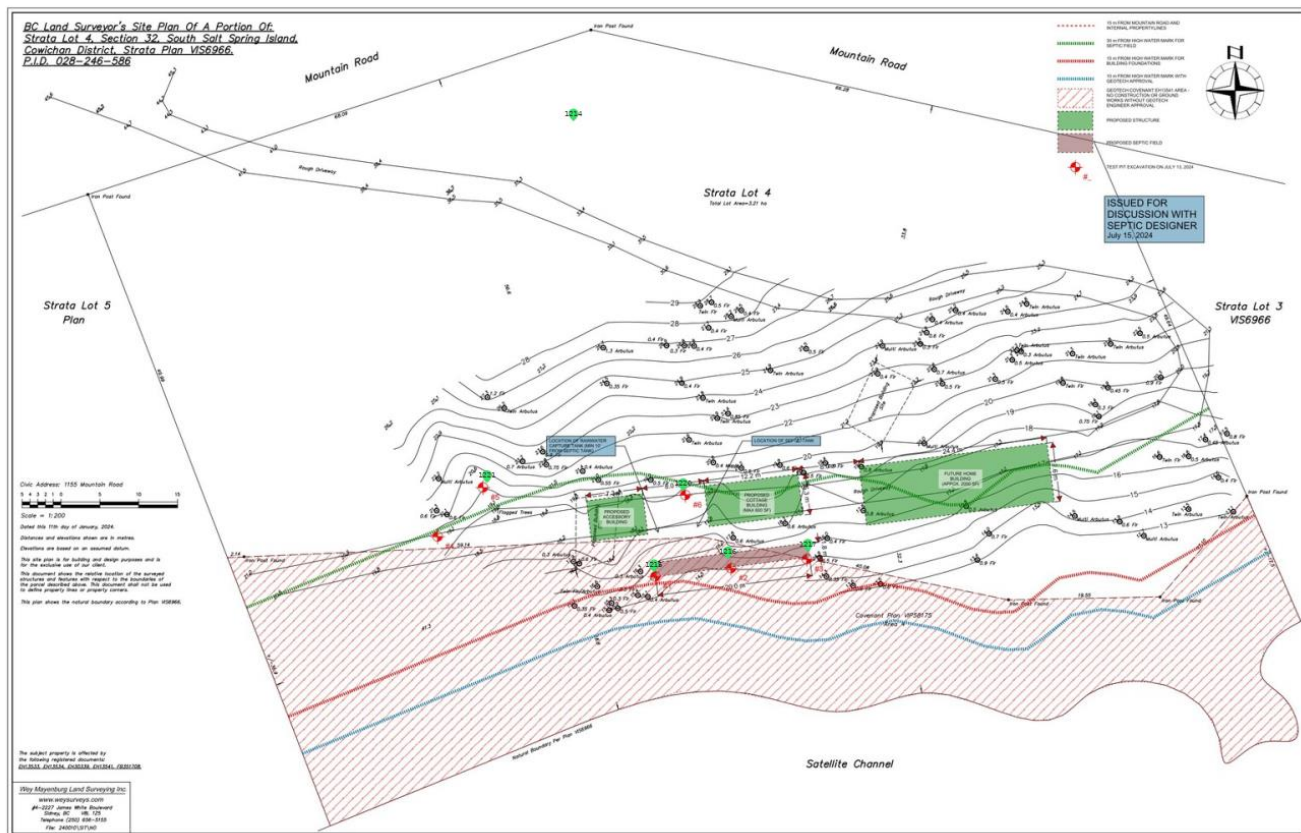


Figure 6 Proposed Septic Field Location

File: 2024.032

Via: Email

Date: August 15, 2024
Attention: Islands Trust Local Planning Services / Salt Spring Island Local Trust Committee
Re: Land Use Application
1155 Mountain Rd, Salt Spring Island (PID: 028-246-586)
On Behalf of: Kelly McAuley

The document package is submitted on behalf of applicant Kelly McAuley, regarding their property at 1155 Mountain Rd (the "subject parcel").

Application

Regarding the Salt Spring Island Land Use Bylaw No. 355, the applicant seeks to vary:

- A. The disposal field setback from the natural boundary of the sea, as described in 4.5.1(1), from 30m to 15 m.

In support of this application, we are attaching:

- i) Wey Mayenburg Land Surveying Inc. – Land Survey, completed January 11, 2024 (File 240010\SIT\NO) (SURVEY).
- ii) Ryzuk Geotechnical – Memorandum (File No. 12138-1, Dated July 19, 2024) (GEOTECH).
- iii) Aurora Professional Group Inc:
 - a. Drawing Set, 2024.032-20-LAY-001, outlining:
 - i. Proposed general siting of future septic disposal field in relation to the natural boundary, setbacks, and covenant areas.
 - b. Field Site Capability Report w/Photos

Background and Consideration

Aurora Professional Group Inc. has been retained to provide site development advisory, assistance, and water resources design services.

For the Committee's consideration, the subject parcel may be recognized as facing significant constraints owing to:

- The Salt Spring Island Land Use Bylaw No. 355 requires that "no sewage disposal field or seepage pit may be located within 30m of the natural boundary of the sea..."¹
- The subject parcel topography, soils, and stability geometry are such that much of the available area is unusable for septic effluent dispersal. Areas that would provide the most stable location are within this 30m setback, as noted on 2024.032-46-LAY-001.

¹ Salt Spring Island Local Trust Committee. (1999). Bylaw No. 355 Salt Spring Island Land Use Bylaw (Consolidated October 2022). Islands Trust - Salt Spring Island, 122. <https://islandstrust.bc.ca/document/salt-spring-island-land-use-bylaw-no-2023/>

- Other areas were considered, though discounted:
 - o Another bench exists; however, it is a legacy logging road. Effluent dispersal in this area is not advised due to the unpredictable flow pattern within legacy fill.
 - o Areas further north on the parcel were also discounted due to the requirement to trench on steep terrain for pressure main installation. This poses significant accessibility challenges and would likely necessitate tree felling. Moreover, the longer the trench in this challenging area, the greater the risk of pressure main integrity failures.

Proposed Development Plan

To ensure compliance with regulations, land-use bylaws, and community plan bylaws, the applicants have secured the services of Aurora Professional Group Inc., Wey Mayenburg Land Surveying Inc., and Ryzuk Geotechnical, and a proposed development plan at this time is as follows:

- (1) Place a sewerage system disposal field (effluent dispersal field) no nearer than 15m from the natural boundary of the sea. This placement would meet the requirements of the BC Sewerage System Regulation² and BC Standard Practice Manual.³ Doing so would require a development variance permit.

Technical Consideration

When considering a reduced setback to the natural boundary of the sea, we first consider whether the re-defined setback is less than the BC Ministry of Health's Standard Practice Manual (V.3) ("SPM") standard setback, which is 15m.⁴ Within this proposal, the SPM setback is observed.

SPM performance objectives were established with the rationale that at 4m downslope of an effluent dispersal system, percolate (effluent undergoing soils-based treatment) is targeted to meet recreational water quality objectives and that water quality objectives are met with even the most standard design. Standard designs typically rely upon at least 60 cm of non-saturated soil beneath the drainfield infiltrative surface.⁵

The proposed dispersal system for the subject parcel is designed to provide enhanced treatment compared to a standard system, owing to the specific requirements of the dispersal design. A sand mound system will be utilized to address the slope of the proposed dispersal area. Typically, sand mounds are required when there is insufficient non-saturated soil for dispersal, which is not the case here. Our site evaluation indicated at least 90+ cm of natural non-saturated soil during the wet season. This results in an estimated minimum of 65 cm of excess non-saturated soil within the drainfield design using the sand mound. Each additional inch (2.54 cm) of

² Sewerage System Regulation, Pub. L. No. [SBC 2008] CHAPTER 28 Public Health Act, B.C. Reg. 326/2004 (2022).

³ Ralston, I., Payne, M., & ASTTBC. (2014). Sewerage System Standard Practice Manual. In BC Ministry of Health (Version 3). Government of British Columbia.

⁴ Ibid.

⁵ Ralston, I., Payne, M., & ASTTBC. (2014). Sewerage System Standard Practice Manual. In BC Ministry of Health (Version 3). Government of British Columbia. Table II-19. See Section IV-2.2.2.2. Secondary objective exist as well. SPM's primary water quality objectives are as follows: - Removal to a median fecal coliform bacteria density of less than 200 CFU/100mL, to meet the BC Approved Water Quality Guideline for recreation, primary contact. Removal to a median density of no less than 0.1 CFU/100mL, as a check to avoid specifying standards which would lead to overdesign of the dispersal system. Similar bacteria removal at the limiting layer for all dispersal techniques, loading rates and effluent types.

non-saturated soil contributes to improved treatment and percolate quality.⁶ In the proposed sand mound configuration, we expect groundwater quality to meet the water quality objective of <1 CFU/100 ml fecal coliform within the vertical column of the dispersal field. This parameter will be included as part of our detailed design.

Closure

Should you have any questions or concerns, please feel free to contact the undersigned. We can participate in any meetings supporting this application or supply supplemental information as requested.

Kind Regards,



Bradley Fossen, P.Eng.

Managing Director | Aurora Professional Group Inc.

E: brad@thinkapg.com | T: 778-400-3375

⁶ See Porcher, E., Eddy, G., Ballavance, B., Brett, F., Quinn, A., Nordberg, B., Stark, S., McCarthy, B., Sahli, D., Hower, C., Wespetal, M., Lindlief, D., Karnowski, M., Christensen, H., & Heskett, N. (2016). Design Guidance for Large Subsurface Wastewater Treatment Systems. In Minnesota Pollution Control Agency. Section – Attachment 5.



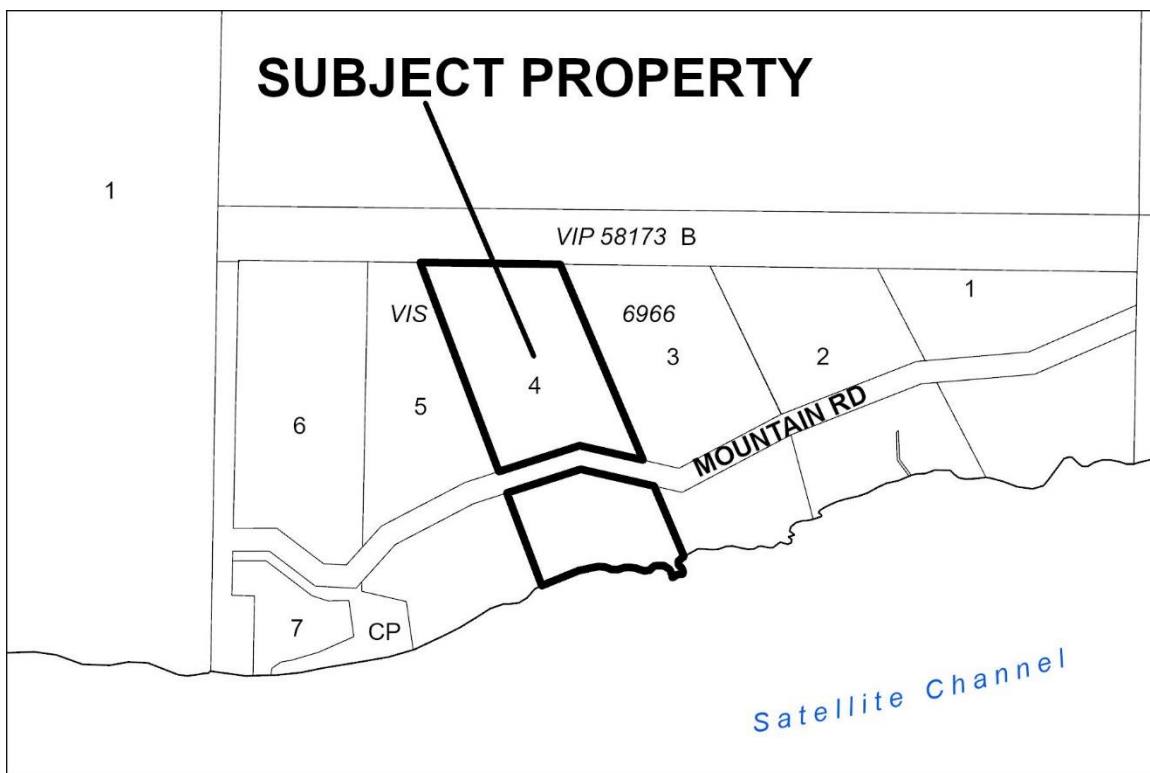
NOTICE
PLDVP20240185
SALT SPRING ISLAND LOCAL TRUST COMMITTEE

NOTICE is hereby given pursuant to Section 499 of the *Local Government Act* that the Salt Spring Island Local Trust Committee will be considering a resolution allowing for the issuance of a Development Variance Permit, the proposed permit would vary the Salt Spring Island Land Use Bylaw No. 355, 1999 by:

- A variance to the 30 metre minimum setback from the natural boundary of the sea to permit a sewage disposal field within 15.0 metres of the natural boundary of the sea.

The property is located at **1155 Mountain Road** and is legally described as STRATA LOT 4 SECTION 32 SOUTH SALT SPRING ISLAND COWICHAN DISTRICT STRATA PLAN VIS6966 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V (SEE PLAN AS TO LIMITED ACCESS) (PID: 028-246-586).

The general location of the subject property is shown on the following sketch:



A copy of the proposed permit may be inspected at the Islands Trust Office, 1-500 Lower Ganges Road, Salt Spring Island, BC V8K 2N8 between the hours of 8:30 a.m. to 4:30 p.m. Monday to Friday inclusive, excluding statutory holidays, commencing Tuesday, October 1st and continuing up to and including Thursday, October 10th.

For the convenience of the public only, and not to satisfy Section 499 (2) (c) of the *Local Government Act*, additional copies of the Proposed Permit may be inspected at various Notice Boards on Salt Spring Island.

Enquiries or comments should be directed to Milad Panahifar, Planner 1 at (250) 538-5602, for Toll Free Access, request a transfer via Enquiry BC: In Vancouver 660-2421 and elsewhere in BC 1-800-663-7867; or by fax (250) 538-5602; or by email to: ssiinfo@islandstrust.bc.ca before 4:30 pm, Thursday, October 10th.

The Salt Spring Island Local Trust Committee may consider a resolution allowing for the issuance of the permit during the business meeting on Thursday, October 10th. starting at 9:30 am at the Salt Spring Legion, Meaden Hall, 120 Blain Road, Salt Spring Island. Typically, applications are considered in the afternoon portion of the meeting, which begins at 12 noon.

Please refer to the agenda available on the Salt Spring Island LTC Meeting Calendar webpage at the beginning of that week for an indication of where this application may be placed on the agenda and to view the staff report for the application.

All applications are available for review by the public with prior appointment. Written comments made in response to this notice will also be available for public review.

Rob Pingle, Deputy Secretary



Islands Trust

SALT SPRING ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
PLDVP20240030

To: KELLY MCAULEY & TAVIS MCAULEY

1. This Development Variance Permit applies to the land described below:

STRATA LOT 4 SECTION 32 SOUTH SALT SPRING ISLAND COWICHAN DISTRICT STRATA PLAN VIS6966
TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF
THE STRATA LOT AS SHOWN ON FORM V (SEE PLAN AS TO LIMITED ACCESS) (PID: 028-246-586).

2. Salt Spring Island Land Use Bylaw 355, 1999 is varied as follows:

- a) Subsection 4.5.1 (1) which states that *no sewage disposal field or seepage pit may be located within 30 m of the natural boundary of the sea* is varied to permit the construction of a *sewage disposal field* within 15.0 metres of the *natural boundary of the sea*.

The development shall be consistent with Schedule 'A' which is attached to and forms part of this permit.

3. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of "Salt Spring Island Land Use Bylaw No. 355, 1999" and to obtain other approvals necessary for completion of the proposed development, including approval of the Capital Regional District and Ministry of Transportation and Infrastructure.

**AUTHORIZING RESOLUTION PASSED BY THE SALT SPRING ISLAND LOCAL TRUST COMMITTEE
THIS 10th DAY OF October 2024.**

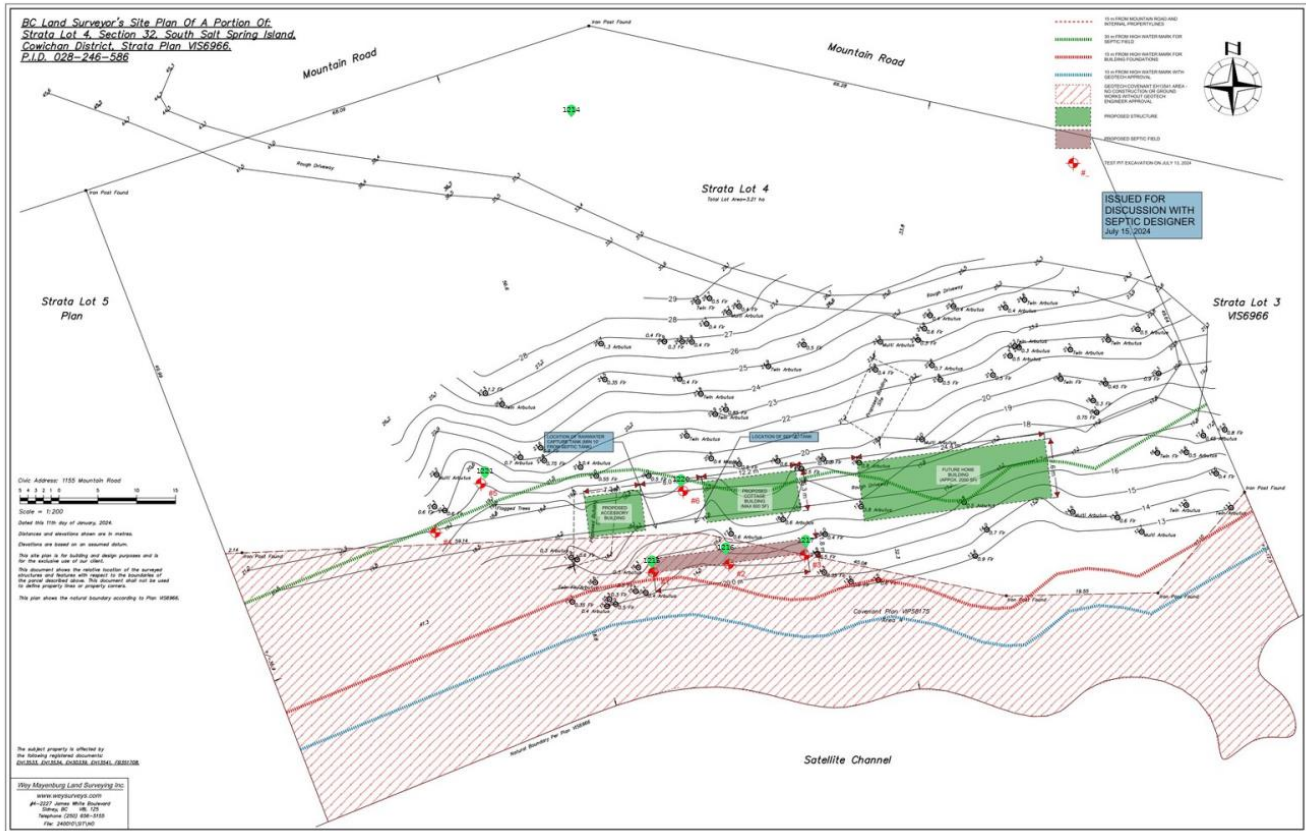
Deputy Secretary, Islands Trust

Date of Issuance

**IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED
BY THE 10th DAY OF October 2026 THIS PERMIT AUTOMATICALLY LAPSES.**

SALT SPRING ISLAND LOCAL TRUST COMMITTEE
PLDVP20240185

SCHEDULE 'A'





BRIEFING

To:	All Local Trust Committees Bowen Island Municipality	For the Meeting of:	Next Available Meeting
From:	Trust Area Services	Date Prepared:	August 19, 2024
SUBJECT:	Dark Sky Principles Adoption Advocacy		

PURPOSE: To provide all local trust committees and Bowen Island Municipality with an RFD prepared by North Pender Trustee Morrison regarding Dark Sky Principles, and inviting LTCs and BIM to notify Trustee Morrison of interest in initiating conversations with relevant regional districts about adopting Dark Sky Principles.

BACKGROUND: At its June 2024 regular meeting, Trust Council received a request for decision from Trustee Morrison of North Pender Island regarding Dark Sky Principles. Trust Council passed the following resolution:

TC-2024-062

That Trust Council communicate to all Local Trust Committees to notify Trustee Morrison of interest to collectively engage in conversations around Dark Sky Principles Adoption with relevant Regional Districts.

ATTACHMENT(S):

- 1) Request for Decision: Dark Sky Principles Advocacy (June 18, 2024)

FOLLOW-UP: If LTCs or Bowen Island Municipality wish Islands Trust Council to pursue further discussion about Dark Sky Principles they should pass a resolution notifying Trust Morrison of their interest. An example resolution is as follows:

That [Island Name] Local Trust Committee/Bowen Island Municipality direct staff to notify Trustee Morrison of [Island Name] Local Trust Committee's/Bowen Island Municipality's interest in pursuing further exploration of policy and advocacy options relating to Dark Sky Principles.

Prepared By: Senior Policy Advisor, August 20, 2024

Reviewed By/Date: Director, Trust Area Services, August 21, 2024



REQUEST FOR DECISION

To: Trust Council

For the Meeting of: June 18, 2024

From: Trustee Morrison

Date Prepared: May 24, 2024

SUBJECT: Dark Sky Principles Adoption Advocacy

RECOMMENDATION FOR IMMEDIATE ACTION:

1. That Trust Council communicate to all Local Trust Committees to notify Trustee Morrison of interest to collectively engage in conversations around Dark Sky Principles Adoption with relevant Regional Districts.
2. That Trust Council encourages Trustees to work with their communities to develop and build awareness of the principles of Dark Sky International and encourage voluntary adoption of the principles of Dark Sky International.

RECOMMENDATIONS FOR FUTURE CONSIDERATION:

3. The Trust Council clarify its jurisdiction to control nighttime illumination in all contexts within the Trust Area for Official Community Plan and Bylaw adoption and enforcement across the Trust Area.
4. The Trust Council adopt and promote the principles of Dark Sky International.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

PURPOSE:

To protect and promote public and ecological health, safety, and welfare, quality of life, and the ability to view the night sky.

BACKGROUND:

“Over lighting” from dusk on into the darkness is a growing problem as it interferes with/pollutes the night sky, poses an annoying and invasive nuisance to neighbours, is harmful to wildlife who depend on darkness, and is a waste of electricity. May come from freighters in the region or from residential, industrial, or other land use related lighting not directed at ground or properly shielded.

Critical considerations with resources:

- Night skies are an important natural resource requiring protection. Action is being taken across a variety of contexts and scales globally, many of which are simple to enact.
 - [Dark Sky International Principles](#)
 - [How can you help preserve the night sky?](#)
 - [Model Lighting Ordinance](#)
 - [Vancouver Bylaw 10.2.2.10 Lighting in Residential Buildings](#)
- Night skies promote healthy humans and wildlife.
 - [Let's Talk Science – Light Pollution](#)
- Within the Trust Area, action has also been taken.
 - Example of regulation: [Bowen Island Municipality Bylaw No. 272, 2010 re protection of night sky](#)

The outstanding question is: How can non-municipal jurisdictions of the Trust Area provide protection for Night Skies?

Some regulation may be considered around:

- External lighting of buildings, gardens and driveways that is left on all night.
- External lighting of any building or grounds when it is not downward cast.
- Indoor lighting in accessory buildings not shaded that is left on during some or all of night.
- Indoor lighting of residences facing neighbouring residences that is not shaded.

Such regulation might involve regulation on:

- the type of lighting that is appropriate (e.g. energy efficient),
- the strength of light (low lighting versus high wattage lighting)
- the direction of lighting so as not to throw light off to neighbours or animals (e.g. downward cast)
- the length of time for certain types of lighting to be used (to depend on purpose with a view to limiting unnecessary or excessive accessory uses in particular), and
- means of enforcement of any regulations

In our role as a coordinator of jurisdictional overlapping authorities within the Trust Area, we need to get into conversation with multiple levels of government on this issue to provide clarity and enforcement on this issue as desired within communities and to support the mandate of preserving and protecting the unique amenities and environment of the Trust Area.

IMPLICATIONS OF RECOMMENDATION:

ORGANIZATIONAL:

FINANCIAL:

POLICY:

IMPLEMENTATION/COMMUNICATIONS:

FIRST NATIONS:

OTHER:

Circulated to MLA Adam Olsen and MP Elizabeth May.

RELEVANT POLICY(S):

ATTACHMENT(S):

RESPONSE OPTIONS

Recommendation:

Alternative:

Prepared By: Trustee Morrison in consultation with and at the request of community members.

Reviewed By/Date:



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 with new 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 that 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: - Where a sewage disposal field or septage pit is lawfully 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: - Removal and replacement of the dispersal system in its entirety. - 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. “Authorized Person” and “Professional” have the same meaning as in the Sewerage System Regulation. <u>CARRIED</u>

SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
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. <u>CARRIED</u>
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>



SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
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>
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>



SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

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 benefit 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 Community Plan. <u>CARRIED</u>

SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
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 bylaw, 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 ceased. b. The applicant may request that the Local Trust Committee proceed with consideration of the application while the use is continuing; and, where the Local Trust Committee considers there is a community need to process the application while the prohibited use is continuing, the Local Trust Committee may direct that bylaw enforcement actions, including the issuing of notices, temporarily cease. c. Where the Local Trust Committee does not consider that there is a community need, or the applicant has not made such a request of the Local Trust Committee; bylaw enforcement 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 the applicant has suspended the prohibited land use pending a decision on the application. <u>CARRIED</u>

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 sewage 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. <u>CARRIED</u>
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. <u>CARRIED</u>

SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
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. <u>CARRIED</u>
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: - 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 Nations rights and title holders; - 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 siting of the proposed antenna system as it relates to cultural and sacred sites; - 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; - 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 - The proponent will provide written notice – including, if applicable, the Archeological Impact 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>

Future Projects Report

Salt Spring Island

1. *OCP Amendments*

Responsible

Date Received

06-Oct-2020

- First Nations Heritage and Cultural Site Protection (Jan. 2015)
- Piers Island Bill 27 OCP Update (Dec. 2015)
- Marine Environment Protection (Foreshore Audit) (June 2016)
- Official Community Plan Review (Nov. 2017)
- Development of a Music Strategy (June 2020)
- Waste Transfer Stations (Waste Management Plan) (July 2020)
- Add a map of the Salish Sea Trail (Oct. 2021)
- 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)

2. *Land Use Bylaw Amendments*

Responsible

Date Received

Future Projects Report

Salt Spring Island

- Outer Islands (Feb. 2015)
- LUB Update: Affordable Housing (June 2015)
- Accessory Buildings Without a Principle Use (Dec. 2016)
- 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)
- Ganges Village Planning - Harbourwalk (Oct. 2019)
- Commercial Truck Parking and Storage (July 2020)
- Regulate Cannabis Production (Sept. 2020)
- Portable Sawmills (Nov. 2020)
- Review of the residential zoning of islets (Jul. 2022)
- Impacts of future lake levels of St. Mary Lake (Aug. 2022)

06-Oct-2020

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

Future Projects Report

Salt Spring Island

·Land Use Contracts (Feb. 2015)

06-Oct-2020

·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)

5. *Advocate*

Responsible

Date Received

·none listed

06-Oct-2020

Active Projects Report

Salt Spring Island

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

Responsible

Dates

Activity:

0. Major Project - Ganges (Shiya'hwt/Syowt) Village Planning

Responsible

Dates

Activity:

Chris Hutton

Rec'd: 08-Jun-2020
Target: 31-Mar-2022

May 18, 2023 - Project abeyed during additional work related to the LTC Work Program relating to grant applications and OCP-LUB Project Scoping.

March 26 & 27, 2022-AHNE facilitates a workshop with GVTF. Final Report of all engagement activities anticipated for April or May LTC meeting.

Nov. 9, 2021 - Ahne Studio finalizes engagement plan with SS LTC and task force. Ahne and staff begin numerous engagement activities including: survey, ideas fair, walk shops, stakeholder virtual events, school engagement, pop-up engage3ment and community design charrette.

Task Force Meetings are ongoing.

March 11, 2021-TC approved \$97,000 project budget

Nov. 10 2020 - Project Charter, Public Engagement Framework, and Task Force Terms of Reference adopted. Endorsed applying for C2C funding.

Active Projects Report

Salt Spring Island

Dec 14, 2022 - SS LTC endorsed funding for the Task Force to have a two-day workshop facilitated by Ahne Studio.

April 19, 2022 - Ahne Studio presented the engagement summary to SS LTC.

1. *Extraordinary Project - OCP-LUB Update*

Responsible

Dates

Activity:

Chris Hutton

Rec'd: 01-Apr-2023

Next Steps:

Chris Buchan

Target: 12-Dec-2025

2024 - 09:

- Receive draft Complete Communities deliverables

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

Active Projects Report

Salt Spring Island

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 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. *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:
 - 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

Responsible

Chris Buchan
Jason Youmans
William Shulba

Dates

Rec'd: 07-Jun-2012
Target: 30-Dec-2022

Active Projects Report

Salt Spring Island

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

9/27/2024 **Salt Spring Local Trust Committee Open Applications Report**

Type	Application Number	Applicant	Address	Description	Planner	Date Received	Status	Most Recently Completed Activity
Rezoning								
	SS-RZ-2013.9	Don Elliot		Proposal to Rezone for CRD & School District	Milad Panahifar	09/06/2013	Local Trust Committee	Assign to LTC Meeting
	SS-RZ-2017.2	Fernando Dos Santos	221 DRAKE RD	Proposal to permit 30 affordable housing	Chris Buchan	02/15/2017	Under Review	Add Optional Referrals
	SS-RZ-2017.3	Jamie Colligan	2188 NORTH END RD, SALT SPRING ISLAND,	Proposal to Rezone to Rural Zone Variation to	Chris Buchan	04/05/2017	Open	Determine Next Steps - PL
	SS-RZ-2019.1	Nick Williams	248 UPPER GANGES RD, SALT SPRING	Proposal to change current zoning from R7	Oluwashogo Garuba	02/22/2019	Under Review	Add Optional Referrals
	SS-RZ-2021.1	Dale Rivers	114 SWANSON RD, Unit:1, SALT SPRING	Rezoning from existing R6 to R2 to permit the	Anthony Fotino	01/28/2021	Open	Determine Next Steps - PL
	SS-RZ-2022.1	Mischa Gelb	1172 MUSGRAVE RD	Rezoning property to allow for four SFD - Sec 50 Musgrave Road, SSI	Chris Buchan	10/26/2022	Withdrawn	Record LTC Decision/Update FUAL
	SS-RZ-2022.2	Chris Leier		To address issues arising from the	Chris Buchan	11/29/2022	Open	Determine Next Steps - PL
	SS-RZ-2023.1	Chris Schmah	104 ATKINS RD, SALT SPRING ISLAND, BC V8K	Rezoning to retire Land use contract - 104	Chris Buchan	09/27/2023	Under Review	Generate Complete Application Letter
	SS-RZ-2024.1	Floridor Oprea	0 VESUVIUS BAY RD	RZ - To amend the OCP and Land Use Bylaws to permit the	Chris Buchan	01/08/2024	Local Trust Committee	Record LTC Decision/Update FUAL
	PLRZ20240021	Kristin Peebles	355 BLACKBURN RD, SALT SPRING ISLAND,		Chris Buchan	05/17/2024	Under Review	Add Optional Referrals
	PLRZ20240145	Jordan Litke	200 COLLINS RD, SALT SPRING ISLAND, BC V8K	Please see attached rationale letter	Oluwashogo Garuba	07/23/2024	Under Review	Generate Complete Application Letter
	PLRZ20240188	Daniel Ovington; Sarah Hennessy	210 KANAKA RD, SALT SPRING ISLAND, BC V8K	<Optional, enter comments if required>	Oluwashogo Garuba	08/20/2024	Under Review	Generate Complete Application Letter
Development Permit								
	SS-DP-2017.11	David Karr	190 REYNOLDS RD, SALT SPRING ISLAND,	Proposed Driveway for residential use and for	Oluwashogo Garuba	08/22/2017	Under Review	Add Optional Referrals
	SS-DP-2021.4	Erin Rommel	270 FURNESS RD, SALT SPRING ISLAND, BC V8K 1Z7	DPA2 - NEW TASTING ROOM, WASHROOM/ACCESSOR	Anthony Fotino	03/15/2021	Pending	Record LTC Decision/Update FUAL
	SS-DP-2021.10	Uta Nagel	770 BEAVER POINT RD,	Delegated DPA 4, 6 & 7 -	Milad Panahifar	09/14/2021	In Abeyance	Planning Review
	SS-DP-2022.5	Jordan Litke	536 BEAVER POINT RD, SALT SPRING ISLAND,	Delegated DPA7 Permit to allow subdivision -	Oluwashogo Garuba	05/04/2022	Open	Determine Next Steps - PL
	SS-DP-2022.7	Brent Taylor	250 COLLINS RD, SALT SPRING ISLAND, BC V8K	Delegated DPA3 Dock - 250 Collins Road, SSI	Anthony Fotino	08/10/2022	Open	Determine Next Steps - PL
	SS-DP-2022.9	David Whitten	161 FULFORD-GANGES RD	DPA 1, 3 & 4 to permit a cafe with indoor seating	Oluwashogo Garuba	09/16/2022	Open	Determine Next Steps - PL
	SS-DP-2023.7	Holly Kerr	687 BEAVER POINT RD, SALT SPRING ISLAND,	Delegated DPA 7 Driveway Extension -	Anthony Fotino	08/22/2023	Open	Verify Submittal / Fees
	SS-DP-2023.8	Stuart Black	365 ISABELLA POINT RD, SALT SPRING	Delegated DPA3 - 365 Isabella Point RD, SSI	Milad Panahifar	08/24/2023	Open	Verify Submittal / Fees
	SS-DP-2023.11	David Rolland	155 ALDERS AVE, SALT SPRING ISLAND, BC V8K 2K5	Delegated - DPA6 - Retaining Wall construction, drainage	Milad Panahifar	11/21/2023	Under Review	Record Administrative Decision

9/27/2024 **Salt Spring Local Trust Committee Open Applications Report**

Type	Application Number	Applicant	Address	Description	Planner	Date Received	Status	Most Recently Completed Activity
	SS-DP-2024.2	Patricia Juengst	0 WELBURY DR	Delegated DPA5 - Septic Field for Subdivision -	Oluwashogo Garuba	02/08/2024	Open	Determine Next Steps - PL
	PLDP20240056	BRADLEY J FOSSEN	235 QUARRY DR, SALT SPRING ISLAND, BC V8K		Oluwashogo Garuba	05/30/2024	Under Review	Add Optional Referrals
	PLDP20240057	BRADLEY J FOSSEN	239 QUARRY DR		Oluwashogo Garuba	05/30/2024	Under Review	Add Optional Referrals
	PLDP20240058	BRADLEY J FOSSEN	431 BAKER RD, SALT SPRING ISLAND, BC V8K		Oluwashogo Garuba	05/30/2024	Under Review	Add Optional Referrals
	PLDP20240059	BRADLEY J FOSSEN	434 BAKER RD, SALT SPRING ISLAND, BC V8K		Oluwashogo Garuba	05/30/2024	Under Review	Add Optional Referrals
	PLDP20240181	Sina Shalbaf	150 MARGOLIN DR,		Milad Panahifar	08/13/2024	Under Review	Planning Review
Subdivision								
	SS-SUB-2021.1	Jordan Litke	536 BEAVER POINT RD, SALT SPRING ISLAND,	4-Lot Subdivision - 536 Beaver Point Road, SSI	Chris Buchan	01/19/2021	Open	Determine Next Steps - PL
	SS-SUB-2021.3	Sina Shalbaf	150 MARGOLIN DR,	2 lot subdivision 150	Milad Panahifar	03/31/2021	Under Review	Planning Review
	SS-SUB-2021.7	Patricia Juengst	0 WELBURY DR	2 Lot Subdivision - 007-521-031	Chris Buchan	12/13/2021	Open	Determine Next Steps - PL
	SS-SUB-2022.1	Brent Taylor	250 COLLINS RD, SALT SPRING ISLAND, BC V8K	3 lot subdivision - 250 Collins Road	Chris Buchan	06/10/2022	Open	Determine Next Steps - PL
	SS-SUB-2022.3	Jordan Litke	115 LUMLEY RD	3 lots Conventional Subdivision - 115	Chris Buchan	07/15/2022	Open	Determine Next Steps - PL
	SS-SUB-2022.4	Jordan Litke	373 WRIGHT RD, SALT	Proposed 2 lot	Milad Panahifar	11/14/2022	Under Review	Planning Review
	SS-SUB-2023.2	Denis Miller	2101 FULFORD-	Proposed 3 Lot Bare	Milad Panahifar	02/15/2023	Under Review	Planning Review
	SS-SUB-2023.4	Jordan Litke	0 CHURCHILL RD; 291 LONG HARBOUR RD,	Proposed 4 Lot Conventional	Milad Panahifar	09/06/2023	Waiting for Conditions	Planning Review
	SS-SUB-2023.5	Padra Ahmadi	0 TRUSTEES TRAIL; 261 TRUSTEES TRAIL, SALT	Proposed 2 lot boundary adjustment -	Oluwashogo Garuba	11/07/2023	Under Review	Add Optional Referrals
	SS-SUB-2024.4	Kerry Michael Akerman	292 JASPER RD		Oluwashogo Garuba	03/28/2024	Administrative Approval	Generate and Send Referral Response Form
Development Variance Permit								
	SS-DVP-2021.7	Brian Craig	344 REGINALD HILL RD,	Variance for Gate House	Milad Panahifar	02/26/2021	Open	Planning Review
	SS-DVP-2021.17	Uta Nagel	770 BEAVER POINT RD, SALT SPRING ISLAND,	Carport and Shed within the setback - 770	Milad Panahifar	09/13/2021	Under Review	Add Optional Referrals
	SS-DVP-2023.7	Nancy Mullins	120 MANSELL RD, SALT SPRING ISLAND, BC V8K	Variance to allow for increased size of	Oluwashogo Garuba	04/20/2023	Under Review	Add Optional Referrals
	SS-DVP-2023.13	Jordan Litke	200 COLLINS RD, SALT SPRING ISLAND, BC V8K	Seasonal Cottage size variance - 200 Collins	Chris Buchan	06/28/2023	Withdrawn	Verify Submittal / Fees
	SS-DVP-2023.14	Bryce Chapman	361 SUNSET DR, SALT SPRING ISLAND, BC V8K	Variance to allow subdivision with on-site	Anthony Fotino	08/14/2023	Open	Verify Submittal / Fees
	SS-DVP-2024.2	Leigh Large	127 VALHALLA RD	To construct a retaining	Milad Panahifar	02/13/2024	In Abeyance	Planning Review
	SS-DVP-2024.1	John Bothello	455 LOWER GANGES RD, SALT SPRING	To construct a new Firehall - 455 Lower	Chris Buchan	02/22/2024	Withdrawn	Request Refund or Deposit
	PLDVP20240082	Richard Helem	220 CANVASBACK PL, SALT SPRING ISLAND,	Islands Turst accepts no responsibility for	Oluwashogo Garuba	06/14/2024	Local Trust Committee	Generate Staff Report



Salt Spring Local Trust Committee Open Applications Report

Type	Application Number	Applicant	Address	Description	Planner	Date Received	Status	Most Recently Completed Activity
	PLDVP20240174	Jonathon Mishrigi	237 ISABELLA POINT RD	We are requesting an additional 1 meter of	Milad Panahifar	08/12/2024	Under Review	Generate Complete Application Letter
	PLDVP20240185	BRADLEY J FOSSEN	[028-246-586] CP(1)] 1155 MOUNTAINRD;	SEEKING TO VARY Salt Spring Island Land Use	Milad Panahifar	08/15/2024	Under Review	Add Optional Referrals
	PLDVP20240201	Robert Richmond	2885 SOUTHEY POINT RD, SALT SPRING		Milad Panahifar	09/03/2024	Under Review	Generate Complete Application Letter
	PLDVP20240244	Justin Oppmann	321 FERNWOOD RD,	This is part of an		09/27/2024	Open	
Soil Deposit and Removal Permit								
	SS-SDP-2022.2	Neil Kerrigan	155 ALEXANDER BLVD, SALT SPRING ISLAND,	Pond construction - 155 Alexander BLVD, SSI	Chris Buchan	06/27/2022	Open	Determine Next Steps - PL
	SS-SDP-2022.3	Kris Plambeck	131 KNOTT PL	Leveling property for development - 131	Oluwashogo Garuba	07/15/2022	Open	Determine Next Steps - PL
	PLSDP20240033		291 LONG HARBOUR RD, SALT SPRING			05/22/2024	Waiting for Submittals	Contact Applicant
Liquor and Cannabis Referral								
	PLLCB20240012	ROYAL CANADIAN LEGION SALT SPRING ISLAND BRANCH NO. 092	120 BLAIN RD, SALT SPRING ISLAND, BC V8K 2P7		Bruce Belcher	05/17/2024	Under Review	Generate Complete Application Letter
Soil Deposit and Removal Registration								
	PLSRP20240014		130 BLACKBURN RD, SALT SPRING ISLAND,		Chris Buchan	05/17/2024	Administrative Approval	Verify Final Review Status
Temporary Use Permit								
	PLTUP20240134	Celeste Cavaliere	126 UPPER GANGES	A marine mechanic and	Bruce Belcher	07/13/2024	Under Review	Planning Review
	PLTUP20240164	Megan Kriger	129 DEAN RD, SALT SPRING ISLAND, BC V8K	<Optional, enter comments if	Oluwashogo Garuba	08/07/2024	Under Review	Generate Complete Application Letter
Number of Open Applications	56							