



# Salt Spring Island Advisory Planning Commission

Minutes of a Regular Meeting

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**Date of Meeting:** Thursday, December 12, 2019

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

**Members Present:** Jeff Thompson, Alternate Chair  
Susan Hannon, Commissioner  
Richard Hayden, Chair  
Neil Morie, Commissioner  
Stanley Shapiro, Commissioner  
Maggie Squires, Commissioner

**Regrets:** Jean Brouard, Commissioner  
Francine Carlin, Commissioner  
Nancy Krieg, Commissioner  
Janet Stethem, Commissioner

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

**Media and Others Present:** Peter Grove, Trustee  
Laura Patrick, Trustee

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

Alternate Chair Thompson called the meeting to order at 1:00 p.m.

**1. APPROVAL OF AGENDA**

By general consent the agenda was adopted.

**2. MINUTES OF PREVIOUS MEETING**

**2.1 Draft Minutes of the November 14, 2019 APC Meeting**

It was **MOVED** and **SECONDED**,  
that the minutes of the November 14, 2019 Salt Spring Island Advisory Planning Commission meeting be adopted.

**CARRIED**

### 3. BUSINESS ITEMS

#### 3.1 Strategic Priorities for the 2018-2022 Local Trust Committee Term

A staff report dated August 27, 2019 regarding Strategic Priorities for the 2018-2022 Local Trust Committee Term was presented.

In discussion the following comments were noted:

- There was a suggestion that the strategic priority identified as “Increase meaningful consultation and cooperation with citizens, agencies and First Nations” is a process issue rather than a strategic priority.
- Support was expressed for Island Sustainability to be a strategic priority. RPM Cermak reported sustainability could be used as a measurement for all of the strategic priorities.

Planner Youmans arrived at 1:10 p.m.

- There was a question regarding whether the “Salt Spring Island Local Trust Committee Strategic Priorities, v.1, August 27, 2019” has been updated to reflect the Advisory Planning Commission’s (APC) feedback provided at the previous APC meeting. RPM Cermak reported the document has not been updated.
- There was a comment that the Islands Trust documents prioritize environmental sustainability above economic and social sustainability. It was suggested that there should be a balance between social, economic and environmental sustainability and the Local Trust Committee (LTC) may wish to address this.
- Support was expressed that the Islands Trust documents do speak to balance between social and economic sustainability within the constraints of protecting the environment.

Commissioner Hayden arrived at 1:12 p.m.

#### 3.2 Temporary Use Permits for Residential Use

Planner Youmans presented a staff report dated November 19, 2019 regarding a revised version of Bylaw No. 471 that would amend the Salt Spring Island Official Community Plan (OCP) to allow the LTC to issue Temporary Use Permits (TUPs) for residential uses.

In discussion, the following comments were noted:

- Concern was expressed regarding objective G.1.4.9 – “Consideration of temporary residential use of secondary suites or seasonal cottages should be based on demonstrated family need, other hardship, or helping achieve the Local Trust Committee’s strategic priorities.” There was a question regarding what is the justification to limit the TUPs to be based on family need or hardship. Planner Youmans reported the OCP guides the LTC regarding the number of new dwelling units that should be created and that one of the LTC’s strategic priorities is to increase availability of affordable housing.
- Concern was expressed that issuing TUPs for residential use will not address the need for full time rental housing. Planner Youmans reported the LTC has a standing resolution at this time to not enforce unlawful housing on properties that have one unlawful dwelling and that unlawful dwelling units could be at risk of bylaw enforcement if the standing resolution is rescinded. TUPs are a tool in the LTC’s toolkit.

- There was a question regarding whether the TUPs are a long-term solution. Planner Youmans reported a TUP can be issued for a three-year term and can be renewed for an additional three-year term to a maximum of six years. A new TUP application would be needed to continue the TUP following the six-year term and that amending the land use bylaw is a better long-term solution.
- There was a question regarding the uptake of the Secondary Suites Bylaw. Planner Youmans reported the uptake of the Secondary Suites Bylaw was low due to the North Salt Spring Waterworks District (NSSWD) moratorium on new water connections. Planner Youmans reported dwelling units within the Agricultural Land Reserve (ALR) are permitted to have secondary suites.
- Support was expressed for TUPs for full time use of tiny homes and recreation vehicles although TUPs are not an ideal process for permanent housing such as cottages.
- There was a comment that the statement within objective G.1.4.9 “or to achieve Local Trust Committee strategic priorities” is very broad.
- There was a question regarding why the first draft of Bylaw No. 471 did not proceed in 2014. RPM Cermak reported Bylaw No. 471 did not proceed in 2014 due to Grace Islet becoming an LTC priority and a shortage of staff resources.
- Concern was expressed that TUPs are not a long-term solution to provide housing and that it will be necessary to determine the specific housing needs and provide changes that will address those specific needs.
- Trustee Grove noted TUPs are currently a tool for commercial uses and could be a tool for residential uses if deemed appropriate.
- Concern was expressed that some of the housing would not pass the permitting process and could result in less rental stock being available. Additionally, the costs of going through the permit process could result in the housing being less affordable.
- There was a question regarding whether health and safety standards could be reconsidered. Planner Youmans reported recreational vehicles and tiny homes are not regulated under the BC Building Code and staff contacted Salt Spring Island Fire Rescue regarding basic home safety/fire inspections.
- There was a question regarding the follow up on requests to NSSWD to help monitor impacts on the NSSWD water supply and residential consumption patterns that result from secondary suites and whether this item has been completed as noted in the Secondary Suites Implementation Program Project Charter.
- There was a comment that the potential uptake could be low for several reasons including property owners of dwelling units with composting toilets may not want to go through the process if they would be required to install septic systems or sewer connections.
- Concern was expressed that there are conflicts in regulations due to different types of dwelling units and that Bylaw No. 512 and Bylaw No. 471 would need to be consistent.
- There was a question regarding whether there could be “spec” septic systems and/or storage tanks that could be pumped out for tiny homes and recreational vehicles to reduce costs to property owners.
- Concern was expressed that the proposed version of Bylaw No. 471 is a band-aid approach and will not adequately address the affordable housing crisis on Salt Spring Island.
- There was a question regarding whether people living in illegal dwellings are being counted for in the Statistics Canada Census Program and that maybe the population of Salt Spring Island could be closer to the build out maximum than currently believed.

- Support was expressed that TUPs for residential uses would be a step in the right direction towards providing more affordable housing.
- There was a question regarding whether this approach is a good use of limited staff resources.

**It was MOVED and SECONDED,**

that the Salt Spring Island Advisory Planning Commission recommend the Salt Spring Island Local Trust Committee proceed with revised version of Bylaw No. 471 that would amend the Salt Spring Island Official Community Plan to allow the Local Trust Committee to issue Temporary Use Permits for residential uses, subject to the recommendation that this is a modest step in an area that needs substantial further action.

**CARRIED**

**4. OTHER BUSINESS**

**4.1 2020 APC Meeting Schedule**

The 2020 APC Meeting Schedule was received for information and a date of Thursday January 9, 2020 was added.

**5. ADJOURNMENT**

**By general consent** the meeting adjourned at 2:00 p.m.

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Jeff Thompson, Alternate Chair

**CERTIFIED CORRECT:**

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Sarah Shugar, Recorder