



ADOPTED

South Pender Island Local Trust Committee Minutes of a Regular Meeting

Date: May 10, 2016
Location: South Pender Fire Hall
8961 Gowlland Point Road, South Pender Island, BC

Members Present: Peter Luckham, Chair
Wendy Scholefield, Local Trustee
Bruce McConchie, Local Trustee

Staff Present: Robert Kojima, Regional Planning Manager
Shannon Brayford, Recorder

Others Present: Four (4) members of the public present.

1. CALL TO ORDER

Chair Luckham called the meeting to order at 10:03 pm. He acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

3. TOWN HALL AND QUESTIONS

Gordie Duncan asked how the Local Trust Committee (LTC) selected the value for the house size and lot coverage percentage. He also remarked that although he personally supports water collection and rain water collection for his own home, he is concerned that those regulations are arbitrary and do not have enough due diligence behind them.

The LTC explained the rationale for the house size regulations. They also noted that the rain water collection regulation does not prescribe a use (potable or not) so that property owners can select their type of collection and intended use.

A discussion was held regarding rain water collection methods, the modes of collection that qualify as cisterns, and how this regulation works with others in the Land Use Bylaw (LUB) review.

4. COMMUNITY INFORMATION MEETING

none

5. PUBLIC HEARING

none

6. MINUTES

6.1 Adopted Local Trust Committee Minutes Dated March 1, 2016

Received for information

6.2 Section 26 Resolutions-without-meeting Dated May 2016

Received for information

6.3 Advisory Planning Commission Minutes

6.3.1 Advisory Planning Commission Minutes Dated March 20, 2016

Received for information

6.3.2 Advisory Planning Commission Minutes Dated April 9, 2016

Received for information.

7. BUSINESS ARISING FROM THE MINUTES

7.1 Follow-Up Action List Dated May 2016

Regional Planning Manager (RPM) Kojima provided a brief overview of the document.

8. DELEGATIONS

none

9. CORRESPONDENCE

none

10. APPLICATIONS AND REFERRALS

none

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Land Use Bylaw Review – Staff Report and Draft Bylaw

RPM Kojima provided an overview of the Staff Report and the proposed amendments to the Official Community Plan (OCP).

A discussion was held regarding the language used in the OCP and the Land Use Bylaw (LUB) regarding marine designations and moorage.

There was general consensus that staff should replace, under LUB definitions, the word “moorage” with “mooring,” to include a separate definition for “moorage” if necessary, and, in the OCP amendment, to amend “private moorage” to “private moorage for docks.”

A discussion was held regarding 5.5(8). It was noted that farm stand set backs are generally not enforced, and that they are a duplication of authority as they are based on a Ministry of Transportation regulation. There was general consensus that item 5.5.8 should be deleted.

Under 6.6, it was noted that the maximum sign size is larger than those allowed on North Pender Island. A discussion was held regarding the maximum size and the other regulations. There was general consensus to make no further changes.

The following points were clarified with RPM Kojima:

- Relationship between a dwelling and an outbuilding.
- Stairs count toward total lot coverage.
- Kennels are only permitted for farm use and farm use is only permitted in the agricultural zone.

A discussion was held regarding regulating tree removal. The following points were made:

- Municipalities can regulate tree removal, but LTCs and Regional Districts do not have the authority for a tree cutting bylaw.
- RPM Kojima noted that Development Protection Areas (DPAs) are a tool used to protect sensitive areas and limit development, including tree removal.

A discussion was held regarding the importance of protecting the Coastal Douglas Fir Ecosystem and how DPAs could be used on South Pender Island. It was generally agreed to consider this as a potential separate project at a later time.

A discussion was held regarding Advisory Planning Commission (APC) feedback and additional potential LUB amendments on the following topics:

Lot coverage: A discussion was held regarding the potential for permitting excessively large accessory buildings on larger lots. The regulations for each lot size were put into hypothetical situations, and the following points were discussed:

- Limiting house size depending on lot size.
- Strategies used on other islands and the results of those regulations.
- Limiting building size or lot coverage.
- Importance of preserving the rural nature of the environment.

The APC members presented their concerns as discussed in their meeting including the following:

- Accessory building size on one-acre lots can impact neighbours.
- Large accessory buildings could create crowded lots.
- Recommendation to limit the total amount of land coverage for accessory buildings.

There was general consensus that, with awareness of the APC's recommendations, the LTC will make no further changes to Lot Coverage and move it forward to the community information process.

Maximum Floor Area: The APC's recommendations for limiting house size were discussed. The following points were raised:

- The density bonus recommended by the APC would not be possible for increasing floor area.
- Development Variances/Permits (DVPs) could be considered to increase floor area.
- The potential for properties to build to the maximum floor area and then subdivide the property.
- Whether or not the maximum floor area should be further reduced to correspond with the North American average house size of 840 square feet per person for a family of four.

There was general consensus to make no further changes to maximum floor area at this time, but to take the issue to the community information sessions and propose a maximum floor area of 350 square meters for all lot sizes.

Cottage size: A discussion was held regarding increasing the cottage size, including the following points:

- Increasing population density.
- Secondary suites

There was general consensus to make no further changes at this time.

Accessory Buildings: A discussion was held regarding increasing the maximum allowable height. The following points were made:

- Two storey buildings should not be allowed.
- DVPs can be granted.

There was general consensus to make no further changes at this time.

SP-2016-008

It was MOVED, and SECONDED,

that the South Pender Island Local Trust Committee direct staff to make further changes to the draft Land Use Bylaw as discussed.

CARRIED

A discussion was held regarding the community information meetings. There was general consensus to hold an open house with a town hall on June 17, 2016 and to advertise it through the Pender Post and a mail out.

SP-2016-009

It was MOVED, and SECONDED,

that the South Pender Island Local Trust Committee request that staff schedule a community information meeting for the Land Use Bylaw Review Project.

CARRIED

RPM Kojima noted that he would begin the referral process and asked if there were any additional agencies that the LTC wanted to consult. No additional agencies were recommended.

12. REPORTS

12.1 Work Program Reports

12.1.1 Top Priorities Report Dated May 2016

For information.

12.1.2 Projects List Report Dated May 2016

A discussion was held regarding a Development Permit Area project for protection of the Coastal Douglas-fir ecosystem. There was general consensus to reconsider this project after the LUB review has been completed.

12.2 Applications Report

none

12.3 Trustee and Local Expense Report Dated March 2016

For information.

12.4 Adopted Policies and Standing Resolutions

By general consent, the LTC agreed to approve the minutes of this meeting at the next scheduled meeting and not by Resolution Without Meeting (RWM).

12.5 Local Trust Committee Webpage

No comments were made.

12.6 Chair's Report

Chair Luckham reported that he is preparing for Trust Council. He also noted that he had attended the Clear Seas Workshop and participated in discussions of improving oversight of anchorage by the Nanaimo Port Authority.

12.7 Trustee's Report

Trustee McConchie reported that he is preparing for Trust Council, and that he had a meeting with the new Chief Administrative Officer Russ Hotsenpiller. He also noted his continued work on the anchorage issue.

Trustee Scholefield provided a report which included the following points:

- She attended a meeting of Moving Around Pender (MAP) and remarked that she now had a better sense of the type of assistance they required from the LTC.
- She met with the local Royal Canadian Mounted Police (RCMP) Auxiliary Constable regarding the changes to the program and noted her surprise that the Islands Trust had not been consulted.
- She requested and received a copy of the Ombudsperson's Office Bylaw Enforcement Best Practices. She noted her hope that staff will consider how and whether they are meeting the standards.

12.8 Trust Fund Board Report Dated March 2016

Chair Luckham noted two vacancies for the provincial appointees and encouraged the LTC to consider any possible candidates.

13. NEW BUSINESS

13.1 2015-2016 Annual Report – South Pender Island Local Trust Committee Section

SP-2016-010

It was **MOVED** and **SECONDED**,

that the South Pender Island Local Trust Committee approves the attached text for inclusion in the 2015-2016 Annual Report for approval by Trust Council and submission to the Minister of Community, Sport and Cultural Development.

CARRIED

13.2 Moving Around Pender, Response to Transportation Plan

Trustee Scholefield provided an overview of the Moving Around Pender (MAP) meeting that she recently attended. She noted that the LTC's written support increases MAP's success in the grant process.

A discussion was held regarding the Ministry of Transportation and Infrastructure (MOTI) agreement and RPM Kojima provided an overview of the meeting being planned through the North Pender Island LTC.

SP-2016-011

It was **MOVED** and **SECONDED**,

that the South Pender Island Local Trust Committee appoint Trustee Scholefield to work with Moving Around Pender.

CARRIED

Trustee Scholefield reported that MAP would like the LTC to designate the road as a potential cycle and pedestrian path which will increase the possibility of putting a path along the road.

Trustee Scholefield recommended that Executive invite MAP to Trust Council as a community presenter. Chair Luckham agreed to bring the recommendation to the Executive.

SP-2016-012

It was MOVED and SECONDED,

that the South Pender Island Local Trust Committee Chair will write to the Chair of Moving Around Pender to confirm the Local Trust Committee's support of their work in providing alternative means of transportation on the Penders.

CARRIED

14. UPCOMING MEETINGS

14.1 Next Regular Meeting scheduled for June 7, 2016, at 10:00 am, at the South Pender Island Fire Hall.

15. TOWN HALL

There were no members of the public present at this time in the meeting.

16. ADJOURNMENT

SP-2016-013

It was MOVED and SECONDED

that the South Pender Local Trust Committee adjourn the meeting at approximately 1:20 pm.

CARRIED

Peter Luckham, Chair

Certified Correct:

Shannon Brayford, Recorder