



**GABRIOLA ISLAND
LOCAL TRUST COMMITTEE
AGENDA**

Revised – October 20, 2010

AGENDA
Business Meeting
Thursday, July 22, 2010 at 10:15 a.m.
at the Women's Institute
476 South Road, Gabriola Island, BC

		<i>Page No.</i>	<i>*Approx. Time*</i>
1.	CALL TO ORDER		10:15 am
2.	APPROVAL OF AGENDA		
3.	MINUTES		
3.1	Local Trust Committee Business Meeting Minutes of June 24, 2010 – <i>for adoption</i>	1	
3.2	Section 26 Resolutions Without Meeting - <i>none</i>		
3.3	Gabriola Island Advisory Planning Commission Meeting Minutes - <i>none</i>		
4.	BUSINESS ARISING FROM MINUTES		
4.1	Follow-up Action List dated July 13, 2010 - <i>attached</i>	13	
4.2	Correspondence Sent		
4.2.1	• Letter dated June 25, 2010 to Cpl Brad Szewczok regarding New Posting	23	
5.	CORRESPONDENCE - <i>none</i> <i>Correspondence specific to an active development application and/or project will be received by the Gabriola Island Local Trust Committee when that application and/or project is on the agenda for consideration.</i>		
	BREAK		11:30 am
6.	TRUSTEES' REPORT		12:00 pm
7.	CHAIR'S REPORT		
8.	REGIONAL DIRECTOR'S REPORT		
9.	DELEGATIONS		12:30 pm
10.	TOWN HALL SESSION		12:45 pm
11.	APPLICATIONS AND PERMITS - <i>none</i>		

12.	LOCAL TRUST COMMITTEE PROJECTS		1:00 pm
12.1	Official Community Plan and Land Use Bylaw Review		
12.1.1	• Local Trust Committee Official Community Plan Strategic Plan and Public Consultation Strategy - <i>attached</i>	24	
12.1.2	• DRAFT Terms of Reference: Project Scope and Objectives as endorsed in principle by the Local Trust Committee on July 7, 2010 - <i>attached</i>	28	
12.1.3	• DRAFT list of OCP Focus Areas, as discussed and amended at the Gabriola Island Local Trust Committee meeting of July 7, 2010- <i>attached</i>	31	
12.1.4	Community Workshop - Discussion		
12.1.5	Timeline Overview for the Gabriola Island Official Community Plan and Land Use Bylaw Review: Staff memo dated July 12, 2010 - <i>attached</i>	35	
12.1.6	Submission from Gisele Rudischer dated July 18, 2010 regarding Density Transfers		
12.1.7	Special Local Trust Committee Meeting regarding Groundwater Study for Gabriola Island		
13.	REPORTS		
13.1	Strategic Plan for Local Trust Committees - <i>attached</i>	38	2:00 pm
13.2	Work Program Reports		
	Top Priorities Report and Projects Report dated July 13, 2010 - <i>attached</i>	42 & 43	
13.3	Applications Log		
	Report dated July 13, 2010 – <i>attached</i>	44	
13.4	Trustee and Local Expenses		
	Expenses report posted to June 25, 2010 - <i>attached</i>	49	
14.	NEW BUSINESS		
14.1	Dispute Adjudication Bylaw		
14.2	Regional District of Nanaimo Meeting regarding Protocol Agreement		
15.	BYLAWS		
15.1	Proposed Bylaw No. 251 (DeCourcy Island Official Community Plan Bylaw Amendment) and Proposed Bylaw No. 256 (Decourcy Island Zoning Bylaw Amendment) – approved by Executive Committee; Bylaw 251 forwarded to Province to approval consideration	52 & 54	
15.2	Proposed Bylaw No. 257 cited as “Gabriola Island Local Trust Committee Advisory Planning Commission Bylaw, 2002, Amendment No. 1, 2010” – <i>for final consideration</i>	57	
15.3	Proposed Bylaws No. 258 and No. 259 (Gabriola Commons) – consideration of special meeting for the purposes of holding a community information meeting prior to public hearing	59 & 62	
16.	ISLANDS TRUST WEBSITE		
16.1	Gabriola Web-Page - <i>attached</i>	16.1	3:00 pm
17.	NEXT BUSINESS MEETING		
	Thursday, August 19, 2010 at 10:15 a.m. at the Women’s Institute, 476 South Road, Gabriola Island, BC		
18.	TOWN HALL SESSION		3:00 pm
19.	ADJOURNMENT		3:15 pm

*Approximate time is provided for the convenience of the public only and is subject to change without notice

**MINUTES OF THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE MEETING
HELD AT 10:15 A.M. ON THURSDAY, JUNE 24, 2010
AT THE WOMEN'S INSTITUTE
476 SOUTH ROAD, GABRIOLA ISLAND, BC**

<u>PRESENT:</u>	Louise Bell	Chair
	Sheila Malcolmson	Local Trustee
	Deborah Ferens	Local Trustee
	Pat Maloney	Island Planner
	Stephen Orgill	Recorder

There were four (4) members of the public and two (2) local media representatives in attendance.

1. CALL TO ORDER

Chair Louise Bell called the meeting to order at 10:21 am. She introduced the panel and explained the procedure of the meeting to the public.

2. APPROVAL OF AGENDA

The agenda was reviewed and the following changes and additions were made:

- add item *5.3 Email from Gisele Rudischer dated June 20, 2010 regarding response to Volunteer Review Committee Water Report*
- add item *5.4 Email from Gisele Rudischer dated June 24, 2010 regarding Ecological Footprint Analysis*
- add item *5.5 Email from Gisele Rudischer dated June 24, 2010 regarding Density Transfer*
- add item *5.6 Email from Gisele Rudischer dated June 24, 2010 regarding Density Transfer Definitions*
- remove item *12.1.11 Build-out Mapping for Gabriola Island (not available)*
- add item *12.1.15 Summary of Community Survey - Staff Report dated May 3, 2010*
- add item *14.2 Snunéymuxw First Nations Representative on Volunteer Review Committee*
- add item *17.1 July Official Community Plan Meeting*

The Local Trust Committee adopted the agenda as amended by consensus.

3. MINUTES

3.1 *Local Trust Committee Public Hearing Notes (Proposed Bylaws 253 and 254) of May 19, 2010*

The Local Trust Committee reviewed the public hearing notes of the May 19, 2010 and the following amendment was made:

Page 2, item 2, second paragraph, delete: “as similar to proposed Bylaw No. 253” at end of sentence.

The notes of the May 19, 2010 Local Trust Committee Public Hearing on Proposed Bylaws 253 and 254 were received by consensus as amended.

3.2 *Local Trust Committee Public Haring Notes (Proposed Bylaws 251, 255 and 256) of May 19, 2010*

The Local Trust Committee reviewed the notes of the May 19, 2010 Public Hearing on Proposed Bylaws 251, 255 and 256 and received the notes by consensus as presented.

3.3 *Local Trust Committee Special Meeting Minutes of May 20, 2010*

The Local Trust Committee reviewed the special meeting minutes of May 20, 2010. No errors or omissions were noted.

The minutes of the May 20, 2010 special meeting of the Local Trust Committee were approved by consensus as presented.

3.4 *Local Trust Committee Meeting Minutes of May 27, 2010*

The Local Trust Committee reviewed the minutes of the May 27, 2010 Local Trust Committee meeting and the following amendments were made:

Page 3, item 4.1, paragraph after resolution GB-157-2010, first sentence; add “*adopted as amended*” to end of sentence.

Page 6, item 14.1, insert “*Fund*” after “Islands Trust”, and complete the sentence after “property”; new second sentence begins; “*He is applying for a Natural Area...*” and delete “*is still required*” at end of sentence; paragraph after resolution, change “Trust” to “*GALLT*”.

Page 7, item 12.1.7, second sentence, delete “*development rather than*” at end of sentence.

The minutes of the May 27, 2010 meeting of the Local Trust Committee were approved by consensus as amended.

3.5 Local Trust Committee Community Information Meeting Notes of May 27, 2010

The Local Trust Committee reviewed the notes of the May 27, 2010 Community Information Meeting and made the following amendments:

Page 1, correct spelling of "*Deborah*" Ferens in those present list.

Page 1, item 2, second paragraph, third sentence, replace "The" with "*One*" at beginning of sentence; third sentence, change "is" for "*can be*" and add a period at end of sentence.

Page 2, item 2, last paragraph, third sentence, replace "have" with "*requested by Trust Council are listed in*" and replace "applied for" with "*since asked to be similarly listed*".

The Local Trust Committee received the notes of the May 27, 2010 Community Information Meeting by consensus as amended.

3.6 Local Trust Committee Special Meeting Minutes of June 10, 2010

The Local Trust Committee reviewed the minutes of the special meeting held on June 10, 2010 and made the following amendments:

Page 4, item 3.1.3, delete first sentence.

Page 8, item 4, first paragraph, first sentence, pluralize "*members*".

The minutes of the June 10, 2010 special meeting of the Local Trust Committee were approved by consensus as amended.

3.7 Section 26 Resolutions Without Meeting

There were no Section 26 Resolutions Without Meeting.

3.8 Gabriola Island Advisory Planning Commission Meeting Minutes

There were no Advisory Planning Commission meeting minutes.

4. BUSINESS ARISING FROM MINUTES

4.1 Follow-up Action List dated June 15, 2010

Island Planner Pat Maloney updated the Local Trust Committee, reviewing the Follow Up Action Report dated June 15, 2010. Trustees discussed several items with the planner.

4.2 Correspondence Sent

4.2.1 Letter to Regional District of Nanaimo dated April 22, 2010 from Planner Maloney regarding Shared Roadway

The Local Trust Committee reviewed a letter prepared by Planner Maloney to Regional District of Nanaimo Park Planner Lesya Fesiak dated April 22, 2010 regarding forwarding the Shared Roadways – Gabriola Island Bicycle Route Plan.

4.2.2 Letter to Jacinthe Eastick dated May 31, 2010 from Trustee Ferens regarding Density Transfer Application

The Local Trust committee reviewed a letter prepared by Trustee Ferens to Jacinthe Eastick dated May 31, 2010 regarding consideration of comments received from Jacinthe Eastick.

5. CORRESPONDENCE

Correspondence specific to an active development application and/or project will be received by the Gabriola Island Local Trust Committee when that application and/or project is on the agenda for consideration.

5.1 Letter dated May 27, 2010 from Royal Canadian Mounted Police regarding Change of Command and External Client Meetings

The Local Trust Committee reviewed a letter received from the local RCMP Detachment Commander informing of a change of command effective early July and inviting contact with Cpl. Trevor MacKay, the new commander.

GB-180-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee respond to the May 27, 2010 letter from RCMP Detachment Commander Cpl. Brad Szewczok, and set up a meeting with the new Detachment Commander after his arrival.

CARRIED

5.2 Email dated June 13, 2010 from Brian Hoag regarding Drumbeg Park

The Local Trust Committee discussed Mr. Hoag's email requesting some support from the Committee in lobbying the Provincial Government to provide road maintenance to the entrance of Drumbeg Park. It was noted that the Lions Club recently provided a load of gravel to repair the road.

GB-181-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee respond to Brian Hoag regarding Drumbeg Park maintenance, copy the letter to MLA Doug Routley, and compliment the Gabriola Island Lions Club for their volunteer road maintenance work.

CARRIED

Trustee Malcolmson volunteered to prepare a letter.

5.3 Email dated June 20, 2010 from Gisele Rudischer regarding Response to Volunteer Review Committee Water Report

GB-182-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee receive the June 20, 2010 email from Gisele Rudischer regarding a response to the Volunteer Review Committee's Water Report.

CARRIED

5.4 Email dated June 24, 2010 from Gisele Rudischer regarding Ecological Footprint Analysis

GB-183-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee receive the June 24, 2010 emails from Gisele Rudischer listed in items 5.4, 5.5, and 5.6.

CARRIED

5.5 Email dated June 24, 2010 from Gisele Rudischer regarding Density Transfer

5.6 Email dated June 24, 2010 from Gisele Rudischer regarding Density Definitions

The Local Trust Committee reviewed the recent emails from Gisele Rudischer.

13. REPORTS

13.1 Strategic Plan for Local Trust Committees

There was no comment on the Strategic Plan for Local Trust Committees.

13.2 Work Program Reports

The Local Trust Committee reviewed the Top Priorities and Projects lists and there were no changes.

13.3 Applications Log

Island Planner Pat Maloney reviewed the Applications Log dated June 15, 2010 and provided updates on the planning status of each application. In addition, she said that the Commons application is going to Public Hearing and that the Executive Committee had approved the Roundtuit Farm application.

13.4 Trustee and Local Expenses

The Local Trust Committee reviewed the expense report with postings to May 21, 2010.

14. **NEW BUSINESS**

14.1 Dispute Adjudication Bylaw – Order in Council

Trustee Ferens raised the issue of whether Gabriola Island residents are interested in using the adjudication process to resolve bylaw disputes. It was said that the Advisory Planning Commission requested that public support should be assessed before proceeding.

GB-184-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request that the Dispute Adjudication Bylaw be on the next Local Trust Committee meeting agenda and staff advise on wording of a resolution and the next steps regarding bylaw drafting.

CARRIED

14.2 Snunéymuxw First Nations Representation on Volunteer Review Committee

The Local Trust Committee and the Planner discussed membership of the Volunteer Review Committee and whether the Snunéymuxw First Nation should have membership. The planner will follow up with the Snunéymuxw First Nation at an upcoming meeting.

GB-185-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee invite the Snunéymuxw First Nations Representative to attend the next Volunteer Review Committee meeting and request that staff propose an amendment to the Volunteer Review Committee Terms of Reference to enable a Snunéymuxw First Nations member as a sixteenth member of the Volunteer Review Committee.

CARRIED

6. TRUSTEES' REPORT

Trustee Ferens reported that the Stewardship Awards had been announced and listed those recognized by the Islands Trust. She said that an Open House meeting for the 707-acre Park Management Plan would be held on Saturday, June 26, 2010 to view the draft management plan and the Park Planner from the Regional District of Nanaimo would be present.

Trustee Malcolmson reported that, as a result of the recent oil spill damage in the Gulf of Mexico, a Gabriola Island quilters group had re-formed to encourage images of "protection of the coast" for a quilt. She said that the group had previously produced a quilt with images that protest a gas plant.

7. CHAIR'S REPORT

Chair Bell reported on two Executive Committee meetings held since the last Local Trust Committee meeting and the Trust Council meeting held on Saturna Island on June 16 and 17. Sixteen of the nineteen Trust Area Official Community Plan climate change amendments are now before the provincial minister awaiting final approval. Chair Bell summarized the Trust Council meeting highlighting the presentations and discussion about marine shipping safety. The Trust Council voted to apply to the provincial government for funding from the BC Climate Change Secretariat for a program for the Trust Area similar to the San Juan County's Green Shores for Homes program.

8. REGIONAL DIRECTOR'S REPORT

Regional District of Nanaimo Director Gisele Rudischer reported that at the April 27, 2010 Board meeting a bylaw was being considered to expand the areas provided with building inspection services. Over five hundred people attended the subsequent June 22, 2010 meeting and a petition containing twenty-five hundred signatures of persons opposed to the bylaw was presented to the Board. Director Rudischer reported that the Board gave further readings and adopted the bylaw after including some concessions. She said she had voted against the adoption of the bylaw.

Director Rudischer added that the draft Management Plan for the 707 Community Park is available and there are copies of the plan at the Islands Trust office and the Gabriola Library.

Director Rudischer provided an update on the Coats Marsh Regional Park management plan discussions. She also provided an update on the issue of cisterns and composting toilets clarifying that they are regulated through the BC Building Code.

9. DELEGATIONS

Jenny MacLeod spoke for the Gabriola Groundwater Management Society regarding their submission for Official Community Plan Review. She requested that the Local Trust Committee give the report due consideration when re-writing the Official Community Plan. The report was included with the agenda package.

10. TOWN HALL SESSION

Heather Kay identified herself as a new resident to Gabriola Island and said that although she is concerned with water use, as she sees others in the neighbourhood irrigating their grass with the water drawn from the same aquifer she uses. She asked how water use should be regulated.

Gisele Rudischer commented on definitions and terminology for the Official Community Plan review process. She said there needs to be clarification of the terms “affordable”, “community”, “secondary suites” and “transfer of density”. She raised the issue that with respect to Snunéymuxw First Nation representation on the Volunteer Review Committee, that it would be expected that Gabriola Islanders would also have representation on the Snunéymuxw First Nations Land Use Committee.

11. APPLICATIONS AND PERMITS

There were no applications and permits on the agenda for discussion.

12. LOCAL TRUST COMMITTEE PROJECTS

12.1 Official Community Plan and Land Use Bylaw Review

12.1.1 Local Trust Committee Strategic Plan and Adopted Community Consultation Strategy

The Local Trust Committee reviewed the strategic plan document and noted some typo corrections.

12.1.2 Project Scope Draft dated June 11, 2010

The Local Trust Committee reviewed the June 11, 2010 draft prepared by Trustee Ferens. Revisions such as removing bold type, inserting the date, changing “in abeyance” to “might not be processed” in item 9..., were made to the document.

GB-186-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee amend the June 11, 2010 Project Scope Terms of Reference as discussed and replace the four bullets in item 13 with the following 7 items:

- Affordable housing, density transfer/clustering development
- Watershed and groundwater protection
- Protection and enhancement of agriculture and food security
- Renewable energy
- Protection of sensitive lands and ecosystems
- Economic activities (i.e. TC zone, Village Core, Silva Bay plan and Twin beaches development plan)
- Land transportation (i.e. Zero emission vehicles, cycle routes, and public transit)

CARRIED

GB-187-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request staff for clarification and advice on items 9, 19, and 20 of the Gabriola Island Official Community Plan and Land Use Bylaw Terms of Reference.

CARRIED

12.1.3 Submission from Trustee Malcolmson dated June 9, 2010

Trustee Malcolmson presented her notes that are a reorganization of the consolidated staff issues list for the Official Community Plan review. The notes were discussed in conjunction with the previous agenda item.

12.1.4 Community Workshop Discussion

The Local Trust Committee discussed with the Island Planner the structure of a proposed Community Workshop and its objectives. The meeting is meant to include opinions of summer residents and should be scheduled for early August.

12.1.5 Common Definitions and Terminology for the Official Community Plan Review Process

Island Planner Pat Maloney referred to her staff report dated June 24, 2010. Trustee Malcolmson recommended some changes and explained.

GB-188-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request that staff prepare a handout for use in community consultation using the following terms:

- **Density** means the number of single-family dwelling units allowed on a lot based on the zoning and the lot size as outlined in the Gabriola Island

Land Use Bylaw. For example, one density is allowed on lots under two hectares in Small Rural Residential zone

- **Cottage Density Unit** means a single cottage swelling with a maximum size of 699 sq. ft. where permitted by zoning. For example, a two hectare large Rural Residential lot is allowed one home and one cottage
- **Transferring Density** means the act of reallocating density from one parcel of land to another, without increasing the island's total number of dwelling units. This is presently allowed for the purposes of protecting large parcels for wilderness recreation and/or conservation, and the community might also consider it for the provision of affordable housing.
- **Clustering Density** means grouping dwelling units more closely than would otherwise be allowed, without increasing the island's total number of dwelling units. The community might consider this for affordable housing or reducing future greenhouse gas emissions.
- Include a definition of **Affordable Housing** and related (existing) definitions from the Official Community Plan and Land Use Bylaw.

CARRIED

12.1.6 Use of Eco Footprint Analysis to assess Secondary Suites or Concentration of Density

Island Planner Pat Maloney reviewed her staff report dated June 16, 2010 regarding the use of "Eco Footprint Analysis" to assess secondary suites or concentration of density. She said an "Eco Footprint Analysis" could provide a quantified score to determine if allowances are permitted.

GB-189-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request staff to clarify and expand on the three implementation methods discussed on the final page of the June 16, 2010 Eco Footprint report, explaining specifically how a Temporary Use Permit, Development Permit Area and rezoning application could each utilize a footprint analysis to assess affordable housing proposals.

CARRIED

12.1.7 Density Transfer for Affordable Housing Projects

Island Planner Pat Maloney reviewed the staff report dated June 17, 2010 regarding density transfer for affordable housing projects. Trustee Malcolmson suggested including more examples in the report with explanations of how they work.

GB-190-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request that staff update the June 17, 2010 staff report titled Density Transfer for Affordable Housing Developments to include examples of density mechanisms

adopted to achieve affordable housing and clustering to reduce future greenhouse gas emissions, to describe how they work and whether they are advisable for Gabriola Island.

CARRIED

12.1.8 Submission from Trustee Malcolmson dated June 8, 2010

Trustee Malcolmson provided the Local Trust Committee with information prepared by the Salt Spring Island Local Trust Committee and Advisory Committee regarding community housing and secondary suites.

GB-191-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee forward the June 8, 2010 document at item 12.1.8 on the agenda, to the Volunteer Review Committee and the Housing Task Force when other secondary suite reports are ready, for consideration of conditions and restriction on secondary suites to ensure affordability.

CARRIED

12.1.9 Report on Bringing Secondary Suites into Compliance

GB-192-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee defer items 12.1.9 through to 12.1.15 (including 12.1.11 that had been removed from this agenda).

CARRIED

12.1.10 Experience with Legalizing Secondary Suites

12.1.12 Volunteer Review Committee Recommendations for the Official Community Plan

12.1.13 Volunteer Review Committee Adopted Minutes dated May 18, 2010

12.1.14 Updated Timeline for the Gabriola Island Official Community Plan Review

12.1.15 Summary of Community Survey Responses

15. BYLAWS

There were no bylaws on the agenda for discussion.

16. ISLANDS TRUST WEBSITE

The Local Trust Committee reviewed the Gabriola Island webpage on the Islands Trust website.

17. NEXT BUSINESS MEETING

17.1 Local Trust Committee Business Meeting

The next Gabriola Island Local Trust Committee regular business meeting will be held on Thursday, July 22, 2010 at 10:15 am at the Women's Institute, 476 South Road, Gabriola Island, BC.

17.2 July Official Community Plan Meeting

An additional meeting of the Local Trust Committee was discussed.

GB-193-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request staff to schedule a special meeting on Wednesday, July 7, 2010 to consider matters related to the Official Community Plan.

CARRIED

18. TOWN HALL SESSION

Gisele Rudischer expressed her concerns about including a bus route in the Official Community Plan when there presently aren't any buses. She added her comments about density transfers, housing agreements, and secondary suites not necessarily being affordable. Discussion continued about the issue of secondary suites and affordable housing.

19. ADJOURNMENT

The Local Trust Committee adjourned the meeting by consensus at 3:26 pm.

Recorder

Chair



Follow Up Action Report w/ Target Date

Gabriola Island Jun-19-2008

No.	Activity	Responsibility	Target Date	Status
1	GB-SUB-01-01 (Centre Stage Holdings) Trustees to draft letter to neighbours after staff have sought advice regarding relationship between the covenant and PMFL as to which supercedes the other. On hold pending status review of subdivision application, GB-SUB-01-01; CJ July 13	Chris Jackson	Jun-24-2010	On Going

Jul-06-2009

No.	Activity	Responsibility	Target Date	Status
1	GB-080-2009; The Gabriola Island LTC request that Islands Trust staff consider the Gabriola Island Trust area as a pilot project for the BC Living Smart Water Management Plan. status update sought on this task; CJ July 13	Mac Fraser	Sep-23-2010	On Going

Aug-20-2009

No.	Activity	Responsibility	Target Date	Status
1	GB-086-2009; GILTC request staff advice on the advisability and work program impacts of adopting the Islands Trust Council model Development Approval Information Bylaw ahead of the OCP review. on hold pending staff resource availability; CJ July 13	Chris Jackson	Oct-21-2010	On Going

Dec-02-2009

No.	Activity	Responsibility	Target Date	Status
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1	GB-144-2009 LTC request staff advice on advocating for reduced speed limits, following staff review of the Ministry of Transportation protocol agreement, and response from the province on the Local Trust Committee's request to consider Zero Emission Vehicles. letter sent to MOTI regarding the above resolution, may item be removed from action list or does LTC require additional work in this area; CJ July 13	Chris Jackson	Jul-22-2010	On Going
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1	GB-136-2009 that staff report back to the GILTC on the timing and advisability of creating an OCP review consultation document using the Needs Assessment "Actions and Responsibilities" section, given that an Affordable Housing Toolkit is being developed by the Islands Trust Community Housing Task Force. may this item be removed given recent staff direction to provide an affordable housing summary report; CJ July 13	Chris Jackson	Oct-21-2010	On Going
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Jan-29-2010

No.	Activity	Responsibility	Target Date	Status
1	<p>GB-012-2010...instruct staff to report back to the LTC on a series of topics as presented and adopted by the LTC:</p> <ul style="list-style-type: none"> o Update the 2006 Gabriola build-out report (using Regional District of Nanaimo building permit statistics to update the number of dwellings, if a new full build-out map is not possible). [ongoing CJ July 13 2010] o Align mapping (soils, farmable land, groundwater vulnerability, sensitive ecosystems, archaeological sensitivity) to identify areas from which development potential should be reduced, and to assess the Village and ferry neighbourhoods' capacity to receive transferred density. [ongoing CJ July 13 2010] o Research potential barriers to concentrating density, specifically: <ul style="list-style-type: none"> § Report on Vancouver Island Health Authority's view of concentrating development potential (i.e., will the Vancouver Island Health Authority prevent densification because of septic and water limitations?). [completed] § Report on the experience with legalizing secondary suites in rural areas (e.g., are the required fire code and septic upgrades cost-prohibitive to landowners? Why have no secondary suites been confirmed in Bowen 	Chris Jackson	Jul-22-2010	On Going

Island's legalization process?) [completed]

§ Report on how illegal secondary suites/cottages could be brought into compliance with building code regulations (since all were built without building permits), and whether that might be cost-prohibitive to landowners. [completed]

§ If community water and sewers are a requirement of concentrating density, advise on who pays and who owns the infrastructure (e.g., what agency cooperation would be necessary?). [completed]

o Provide examples of density transfer being used to achieve affordable housing and clustering to reduce Greenhouse Gas Emissions (e.g., Denman and Saturna Island Local Trust Committees have adopted density transfer provisions for affordable housing; how do they work, and are they advisable for Gabriola?). [completed]

o Advise on how the footprint analysis proposed in the Affordable Housing Needs Assessment Report (November 2009) could be incorporated into Gabriola's bylaws to assess secondary suites or concentration of density. [completed]

o Quantify extent of illegal secondary suites/cottages. [completed]

o Propose common language to use for "density" in the Official Community Plan review process (e.g., rely on existing definition [the number of single family units allowed on a lot], and say "transferring density" if discussing moving it around, instead of "adding density" or "higher density", which infers creating additional densities). [ongoing CJ July 13 2010]

list should be reviewed and comments provided to staff regarding followup [updated CJ July 13 2010]

1	GB-019-2010 ...directs staff to request clarification on how the LTC and RDN Bill 278 requirements overlap or compliment each other staff requests further direction on this matter; CJ July 13 2010	Chris Jackson	Jul-22-2010	On Going
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Mar-30-2010

No.	Activity	Responsibility	Target Date	Status
1	GB-081-2010 It was MOVED and SECONDED that the Gabriola Island Local Trust Committee direct staff to request the applicant of GB-SUB-2008.3 (<i>Smythies/Randall</i>) to, at their expense, draft a restrictive covenant in compliance with the Land Use	Chris Jackson	Jul-22-2010	On Going

Bylaw in order to prohibit further subdivision of the lot, and that this covenant be forwarded to the Local Trust Committee for their review.

Waiting for new subdivision lot plan, if lots not averaged and no large balance parcel required, covenant not required.

no change since previous meeting; staff intends remove this item from FUAL as applicant is aware of the above; CJ July 13 2010

Apr-29-2010

No.	Activity	Responsibility	Target Date	Status
1	GB-125-2010 moved and seconded that the GILTC direct staff to provide orientation to the new APC members by providing and reviewing the newly revised Terms of Reference Bylaw 209, and provide the new APC Secretary with any required forms that are available and on file in the Island Trust office. staff will follow through with this resolution at the time of an APC referral; CJ July 13 2010	Chris Jackson Becky McErlean	Jul-22-2010	On Going

May-27-2010

No.	Activity	Responsibility	Target Date	Status
1	GB-161-2010 GILTC convey its support for issuance for a Natural Area Protection Tax Exemption Program Certificate for the Bachmann covenant. task complete; will be removed from list after July 22 meeting; CJ July 13	Chris Jackson	Jun-24-2010	Done
1	GB-163-2010 GILTC release up to \$500 from the Communications account for a summer newsletter complete, staff to remove from action list after July 22 meeting; CJ July 13	Nancy Roggers	Jun-24-2010	On Going

Jun-10-2010

No.	Activity	Responsibility	Target Date	Status
1	GB-178-2010 GILTC accepts the staff report dated June 10, 2010 titled Summary of Cohort Meetings for the Gabriola Island Official Community Plan for information and forward the report to the Volunteer Review Committee for feedback. ongoing; referred to the VRC for their meeting of July 20; CJ July 13	Chris Jackson	Jul-20-2010	On Going

1	GB-170-2010 LTC accept the staff report dated June 10, 2010 regarding the Housing Task Force Submission to Review the Process of the Gabriola Island OCP for information and refer the report to the VRC for comment when the forthcoming staff report on Ecological Footprint is available ongoing, VRC will review these two documents at their August meeting; CJ July 13	Chris Jackson	Aug-26-2010	On Going
1	GB-168-2010 Staff schedule a summer community information meeting on the Official Community Plan Review ongoing; CJ July 13	Chris Jackson Becky McErlean	Aug-31-2010	On Going
1	GB-169-2010 Staff request the RDN and the Fire Improvement District to recommend Official Community Plan policies to the LTC, to support implementation of the Community Wildfire Protection Plan, and that staff provide the LTC with the plan and map cited in the June 10th staff report ongoing; CJ July 13	Chris Jackson	Oct-21-2010	On Going

Jun-24-2010

No.	Activity	Responsibility	Target Date	Status
1	GB-192-2010 That the GILTC defer items 12.1.9 through to 12.1.15 (including 12.1.11). items deferred to July 7 LTC meeting; CJ July 13	Becky McErlean	Jul-07-2010	On Going
1	GB-193-2010 That the GILTC request staff to schedule a special meeting on Wednesday July 7, 2010 to consider matters related to the Official Community Plan.	Patricia Maloney	Jul-07-2010	Done
1	GB-181-2010 That the GILTC respond to Brian Hoag regarding Drumbeg Park maintenance, copy the letter to MLA Doug Routley, and compliment the Gabriola Island Lions Club for their volunteer road maintenance. complete, will be removed from list after July 22 meeting; CJ July 13	Patricia Maloney	Jul-22-2010	Done
1	GB-184-2010 That the GILTC request that the Dispute Adjudication Bylaw be on the next LTC meeting agenda and staff advise on wording of a resolution and the next steps regarding bylaw drafting. ongoing, Bylaw Enforcement Coordinator to respond; CJ July 13	Chris Jackson	Jul-22-2010	On Going

1	GB-185-2010 That the GILTC invite the Sunueymuxw First Nation Representative to attend the next VRC meeting and request that staff propose an amendment to the VRC Terms of Reference to enable a SFN member as the 16th member of the VRC.	Chris Jackson	Jul-22-2010	On Going
no change to VRC Terms of Reference; staff to send agendas to SFN staff in advance of meetings for reference; CJ July 13				
1	GB-186-2010 That the GILTC amend the June 11, 2010 Project Scope Terms of Reference as discussed an replace the four bullets in item 13 with the following 7 items:	Chris Jackson	Jul-22-2010	On Going
<ul style="list-style-type: none"> • Affordable housing, density transfer/clustering development • Watershed and ground water protection • Protection and enhancement of agriculture and food security • Renewable energy • Protection of sensitive lands and ecosystems • Economic activities (ie. TC zone, Villge Core, Silva Bay plan and Twin Beaches development plan) • Land transportation (ie. Zero emission vehicles, cycle routes and public transit) 				
document updated; CJ July 13				
1	GB-187-2010 That the GILTC request staff for clarification and advice on items 9, 19 and 20 of the Gabriola Island Official Community Plan and Land Use Bylaw Terms of Reference	Chris Jackson	Jul-22-2010	On Going
ongoing; staff to prepare for August LTC meeting; CJ July 13				
1	GB-188-2010 That the GILTC request that staff prepare a handout for use in community consultation using the following terms:	Chris Jackson	Jul-22-2010	On Going
<ul style="list-style-type: none"> • Density means the number of single family dwelling units on a lot based on the zoning and the lot size as outlined in the Gabriola Island Land Use Bylaw. For example, one density is allowed on lots under 2 hectares in Small Rural Residential Zone. • Cottage Density Unit means a single cottage dwelling with a maximum size of 699 sq. ft. where permitted by zoning. For example, a two hectare large Rural Residential lot is allowed one home and one cottage. • Transferring Density menas the act of reallocating density from one parcel of land to 				

another, without increasing the island's total number of dwelling units. This is presently allowed for the purposes of protecting large parcels for wilderness recreation and/or conservation, and the community might also consider it for the provision of affordable housing.

- **Clustering Density** means grouping dwelling units more closely than would otherwise be allowed, without increasing the islands total number of dwelling units. The community might consider this for affordable housing or reducing future greenhouse gas emissions.
- Include a definition of **Affordable Housing** and related (existing) definitions from the Official Community Plan and Land Use Bylaw.

this document is forthcoming; anticipated to be prepared for August LTC meeting; CJ July 13

1	GB-189-2010 That the GILTC request staff to clarify and expand on the three implementation methods discussed on the final page of the June 16, 2010 Eco Footprint report, explaining specifically how a Temporary Use Development Permit Area and rezoning application could each utilize a footprint analysis to assess affordable housing proposals.	Chris Jackson	Aug-26-2010	On Going
report forthcoming; staff anticipate this report to be on August LTC meeting agenda; CJ July 13				
1	GB-180-2010 That the GILTC respond to the May 27, 2010 letter from RCMP, and set up a meeting with the new Detachment Commander after his arrival.	Chris Jackson	Sep-22-2010	On Going
ongoing; CJ July 13				
1	GB-190-2010 That the GILTC request that staff update the June 17, 2010 staff report titled <i>Density Transfer for Affordable Housing</i> to include examples of density mechanisms adopted to achieve affordable housing and clustering to reduce future greenhouse gas emissions, to describe how they work and whether they are advisable for Gabriola Island.	Chris Jackson	Sep-23-2010	On Going
report on summary of all housing documents forthcoming; may not be available until September LTC meeting; CJ July 13				
1	GB-191-2010 That the GILTC forward the June 9, 2010 document at item 12.1.8 [information prepared by the Salt Spring Island Local Trust Committee and Advisory Committee regarding community housing and secondary suites] in the agenda, to the VRC and the Housing Task Force when other secondary suite reports are ready, for consideration of conditions and restrictions on	Chris Jackson	Sep-23-2010	On Going

secondary suites to ensure affordability.

on hold pending completion of other reports; CJ July 13

Jul-07-2010

No.	Activity	Responsibility	Target Date	Status
1	Staff to advise the VRC about the August community workshop. VRC members are asked to volunteer as facilitators and provide support at this workshop.	Chris Jackson	Jul-20-2010	On Going
1	Staff to prepare a report succinctly explaining the existing density transfer provisions in the OCP. Staff to provide a presentation to the VRC regarding existing density transfer provisions in the OCP. Staff to also provide the VRC with the LTCs proposed density transfer terminology. (for VRC meeting on July 20) The density transfer report and presentation should also include density transfer as a general planning tool.	Chris Jackson	Jul-20-2010	On Going
1	Trustee Ferens to provide verbal update to the VRC regarding LTC followup on VRC recommendations.	Deborah Ferens	Jul-20-2010	On Going
1	Staff instructed to provide a timeline that extends from now to the end of term in order to better understand the limited time available for policy development and bylaw drafting, when taking into account the legislated process and referral times to other agencies. The intent is to have review completion by late summer 2011.	Chris Jackson	Jul-22-2010	Done
1	Staff directed to amend the latest version of the "draft list of OCP Focus Areas" dated June 10, 2010 as submitted by Trustee Malcolmson. The amendments are in response to recommendations posed by the VRC, and are as follows: Add new #14 Community Composting site and Yard Waste; #15 Garbage Collection in Parks; #16 Emergency Access – Church Road; renumber list accordingly; and add to the end of the document, under the heading "Other advocacy/partnership projects outside OCP:" a new item "Ongoing maintenance policies and Memorandum of Understanding with the Ministry of Transportation regarding maintenance of roads and emergency access and rights of ways, and traffic safety at ferry terminal and in the village core."	Chris Jackson	Jul-22-2010	Done

1	Staff to amend the DRAFT Terms of Reference : Project Scope and Objectives dated June 24, 2010 by reformatting similar to the <i>Strategic Plan and Public Consultation Strategy</i> document and making the following four changes as directed: #6 remove words in () and add "to align with the OCP" at the end of this sentence; move the last couple of lines in #13 as a stand alone sentence under Project Scope, such that new #10 reads "ensure proposed amendments are compatible with the objective and policies to address Greenhouse Gas emission reductions"; add a new sentence under Project Scope numbered #11, such that it reads "Existing density provisions and build out for the Planning Area shall not be increased"; delete words in the first bullet of #13 such that it only reads "Village Core section/policies". The numbering should be modified to account for the new items added under Project Scope.	Chris Jackson	Jul-22-2010	Done
1	As part of the Gabriola Commons rezoning public hearing, the applicants should be given opportunity to provide a five minute presentation on the proposal as part of the community information meeting.	Chris Jackson Becky McErlean	Jul-26-2010	On Going
1	Staff to update July 7, 2010 agenda package with late additions/attachments:3.1.2b "DRAFT Terms of Reference: Project Scope and Objectives" dated June 24 3.1.11 Staff memo regarding community summary and workshop paper dated May 3, 2010 3.1.13 four pieces of correspondence from Gisele Rudischer, as received at June 12, 2010 meeting 3.1.14 one email correspondence from John Peirce dated June 24 2010 3.1.15 Volunteer Review Committee Terms of Reference regarding Snuneymuxw First Nation representation 4.1 Gabriola Commons Public Hearing 4.2 Staffing Update	Becky McErlean	Aug-19-2010	On Going
1	Four previous pieces of correspondence from Gisele Rudischer added to the agenda for formal receipt by the LTC. Three of these deal with affordable housing with a request that the LTC reply to the 'highlighted' questions. These highlighted areas did not show on printed versions of the emails. Trustee Ferens to request Gisele Rudischer to confirm specifically, which questions she is requesting replies. The forth piece of correspondence is related to water and is meant as input into the OCP process. Staff to	Deborah Ferens Becky McErlean	Aug-26-2010	On Going

include this correspondence in an upcoming agenda along with other water related recommendations that will put forward by the VRC at a future date

1	Staff directed to conduct research and provide advice on the protection and enhancement of agriculture and food security, and address specific questions raised by the LTC during discussion.	Chris Jackson	Sep-23-2010	On Going
1	Staff directed to provide a summary report of all research and staff reports completed to date regarding affordable housing. This report is meant to consolidate and provide a brief summary of conclusions, barriers, solutions to challenges and how to best utilize existing planning tools.	Chris Jackson	Sep-23-2010	On Going

Jul-08-2010

No.	Activity	Responsibility	Target Date	Status
1	Staff to have two additional cohort meetings in addition to meeting with the elementary school cohort. These meetings may occur in the fall.	Chris Jackson	Oct-21-2010	On Going



**Deborah Ferens
Gabriola Island Local Trustee**

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Web www.islandstrust.bc.ca

June 25, 2010

Cpl Brad Szewczok
Detachment Commander
Gabriola Detachment
525 South Road, PO Box 100
Gabriola, BC V0R 1X0

Dear Cpl Szewczok,

On behalf of Trustee Malcolmson and myself, I am writing to acknowledge your correspondence of May 27 advising us of your departure from Gabriola as Detachment commander. It's hard to believe that four years have passed by!

We truly appreciate the opportunities that you provided for the Islands Trust and the RCMP to communicate openly and share common interests in the health, safety and well-being of our island. In particular, it was of great significance for us to be considered a community partner last summer in your consultative process for the detachment's strategic planning.

Very soon after Cpl MacKay arrives and has had a chance to settle in, we will definitely be in contact. We look forward to meeting him, welcoming him to the community and trust that, because of your leadership example, our valuable partnership with the RCMP will continue.

We wish you luck in your new posting and we hope you take many good memories of your time on Gabriola with you. All the best to you and your family.

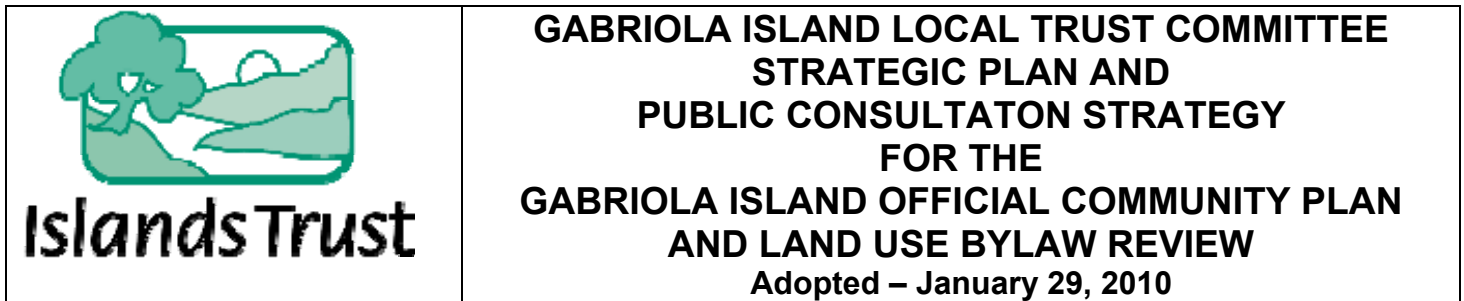
Yours sincerely,

Deborah Ferens
Gabriola Island Local Trustee

cc Islands Trust Northern Office

Preserving Island communities, culture and environment

Bowen Denman Hornby Gabriola Galiano Gambier Lasqueti Mayne North Pender Salt Spring Saturna South Pender Thetis



GABRIOLA ISLAND OFFICIAL COMMUNITY PLAN AND LAND USE BYLAW REVIEW

A: STRATEGIC PLAN

1) STATEMENT OF NEED

Given that:

- Official Community Plans are generally intended to have a 5 to 10 year lifespan and the existing Official Community Plan (1997) and Land Use Bylaw (1999) are both over 10 years old;
- economic, social, and demographic changes have occurred on Gabriola Island in the last ten years;
- new approaches have emerged that focus on sustainability, green infrastructure, climate change and increased awareness of our ecological footprint;

It is time to review this foundational planning document and revisit the objectives and policies of the plan in the best interests of the Gabriola Local Trust Committee and of the community.

2) MISSION

To produce the highest quality Official Community Plan and Land Use Bylaw for Gabriola Island and the two smaller islands, Breakwater and Entrance as well as the Flat Top Islands, and to ensure the meaningful and relevant participation of the community, to support the focused energy of the Volunteer Review Committee (VRC) in a cost effective and timely manner.

3) GOAL

To meet legislated requirements of the Local Government Act regarding an Official Community Plan; and to ensure that the Official Community Plan and Land Use Bylaw are fully aligned and work well together with no inconsistencies; and to provide clarity for the community and for the Gabriola Local Trust Committee in making well-informed land use decisions.

4) OBJECTIVES

This is a targeted and focused review that affirms the community values of the existing Official Community Plan, acknowledges what is working well, identifies gaps and inconsistencies, incorporates thoughtful and relevant community input and newly emerging issues. To this end we will review and put forward an Official Community Plan and Land Use Bylaw that meets the following objectives:

- 4.1 Upholds and strengthens the “preserve and protect” mandate;
- 4.2 Reflects the community’s values within a framework of environmental, social economic and cultural sustainability;
- 4.3 Provides an effective communication tool that promotes stewardship of island resources;
- 4.4 Incorporates new legislation and regulations as required (Greenhouse Gas Emissions (GHG) and Riparian Area Regulations (RAT), etc);
- 4.5 Remains aligned with the Trust Policy Statement and “high level” parts of the Trust Council Strategic Plan;
- 4.6 Has been successfully formatted for consistency and revised for punctuation, grammar and spelling;
- 4.7 Has fully aligned the Official Community Plan policy and objectives with the Land Use Bylaw regulations;
- 4.8 Has been completed in a cost effective and timely manner;
- 4.9 Measures and evaluates the process to determine that the community felt that it was heard and had the opportunity to participate in a meaningful and relevant way.

5) ACTIVITIES

The activities required for the Official Community Plan review will generally follow the Time Line prepared by Islands Trust Staff that outlines the steps for research, consultation, analysis and approval necessary to complete a successful Official Community Plan and Land Use Bylaw Review. The Time Line will be reviewed by the Gabriola Local Trust Committee on a regular basis and feedback will be provided as required.

6) MEASUREMENT TOOLS

The success of the Official Community Plan and Land Use Bylaw Review will be measured through follow up consultation with the Volunteer Review Committee and the community in order for the Gabriola Local Trust Committee to answer the following questions:

- 6.1 Does the plan uphold the legislated “preserve and protect” mandate?
- 6.2 Does the plan reflect the community’s values?
- 6.3 Does the plan promote the stewardship of the islands resources?
- 6.4 Does the plan incorporate the required legislation and regulation?
- 6.5 Does the plan align with the Islands Trust Policy Statement and Islands Trust Council Strategic Plan?
- 6.6 Is the document formatted so that is easy to read and consistent throughout?
- 6.7 Was the plan completed in a cost effective and timely manner?
- 6.8 Was the community engaged appropriately and meaningfully in the process?

7) TIMING

It is the goal to have the document ready for public hearing in the spring of 2011 and to submit to the Minister and adopted prior to fall 2011.

B: PUBLIC CONSULTATION STRATEGY

1) PURPOSE OF CONSULTATION

The purpose of a public consultation strategy is to undertake the best methods for gaining public involvement, engaging the community and gathering the maximum amount of information for the preparation of policy for the Official Community Plan.

A variety of public consultation methods will be used to ensure that a means of participating in the review will be available to all interests. Community consultation will be initiated early in the process and on-going consultation will be practiced throughout the process.

As per Section 879 Local Government Act, the Local Trust Committee has wide latitude to determine consultation methods that will be used, but it must provide one or more opportunities it considers appropriate for consultation with persons, organizations, and authorities it considers will be affected in the development of an official community plan. Consultation under this section of the Act is in addition to the public hearing required under section 883 (3) (d).

2) CONSULTATION METHODS

- 2.1 Volunteer Review Committee: appointed to assist with the review of the Official Community Plan and Land Use Bylaw. The purpose of the committee is to provide community input, to review the Official Community Plan and Land Use Bylaw and to make recommendations to the Local Trust Committee;
- 2.2 Community newspapers: press releases, articles, interviews, ad placements, inserts;
- 2.3 Community Survey: widely distributed, including to non-resident owners;
- 2.4 Request for verbal and written submissions from individuals and group;
- 2.5 Community events: opportunities at other community venues & events to display Official Community Plan materials and provide information, comment sheets;
- 2.6 Public Meetings: community workshops, design charettes, open houses;
- 2.7 Co-hort Meetings: youth, seniors, teenagers;
- 2.8 Community Information Sessions: displays, comment sheets, information, opportunities for communication between community members and trustees;
- 2.9 Website: regular updates, maps, background reports, meeting notices;
- 2.10 Agency consultation and referrals: a) as required by the Local Government Act – First Nations, Regional District; Municipal Councils, School District; Provincial and Federal governments; b) community agencies such as the local Fire Department, BC Ferries, RCMP;


2.11 The Protocol Agreement between the Islands Trust and the Snuneymuxw First Nation includes provisions for consultation and information exchange on the development of community plans, zoning and land use by-laws

3) PRINCIPLES OF CONSULTATION

- Inclusivity
- Transparency
- Fairness
- Timeliness
- Accessibility

The principles of consultation will be applied to all manner of meetings, information, communication, resources, materials, and community participation during the Official Community Plan and Land Use Bylaw Review.

DRAFT

	<p>DRAFT TERMS OF REFERENCE: PROJECT SCOPE AND OBJECTIVES FOR THE GABRIOLA ISLAND OFFICIAL COMMUNITY PLAN AND LAND USE BYLAW REVIEW DRAFT – July 7, 2010</p>
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*Draft endorsed **in principle** by the Gabriola Island Local Trust Committee **July 7, 2010***

Preamble:

- In light of the Gabriola Island Local Trust Committee (LTC) Strategic Plan and Public Consultation Strategy;
- With the intention that this is a targeted review and that many aspects of the Official Community Plan (OCP) remain true & relevant;
- Considered achievable given the limits of resources, budgets and time; and,
- In recognition that several of the following items are in progress (iterative & sequential)

Project Scope:

The following actions endorsed by the LTC shall determine the scope of the Review:

1. Confirm the areas of focus for the review (as per GB-009-2010; Staff Report April 20, GB-/04-1-i.a –Consolidated List of Issues);
2. Technical and housekeeping amendments, consolidations & edits conducted by staff;
3. Completion of mapping and incorporation into the OCP;
4. Compliance with Riparian Area Regulations;
5. Recognize the roles and interests of First Nations;
6. Separate OCP drafting from Land Use Bylaw (LUB) drafting in timeline (as per GB-009-2010);
7. Proceed with work on the LUB to align with OCP amendments;
8. Review comprehensive list of proposed OCP policy revisions prepared by staff based on LTC endorsed principles and provide direction to staff to draft amending bylaws;
9. Caution that OCP amendment applications may not be processed during the course of the Review [*under review*];
10. Any proposed amendments will be compatible with the objectives and policies to address Greenhouse Gas emission reductions; and,
11. Existing density provisions and build-out for the planning area shall not be increased.

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Specific Objectives:

The following objectives endorsed by the LTC shall guide the process of the targeted review. The LTC may:

12. Confirm elements of the Plan Principles and Goals (OCP 1.1 and 1.2) which have been identified and supported by the community;
13. Determine inclusion of a vision statement within the OCP;
14. Commission further research and topic papers as required (as per GB-009-2010);
15. Consider amendments, revisions, and/or additions to objectives, policies <and regulations> to the following areas of focus:
 - **Village Core section/policies**
 - **Affordable Housing, including density transfer/clustering development**
 - **Watershed and groundwater protection**
 - **Protection and enhancement of agriculture and food security**
 - **Renewable energy**
 - **Protection of sensitive lands and ecosystems**
 - **Economic activities (Tourist Commercial, Village core, Silva Bay plan and Twin Beaches plan)**
 - **Land Transportation (ZEV, cycle route, public transit)**
16. Determine new or revised Development Permit Areas to reflect findings from the Review Hazard Land and Steep Slope Assessment (as per LTC Resolution & funding); and,
17. Consider organizational & structural changes to the Plan;

General Principles:

18. Recommendations are not binding on the LTC. By law, the LTC maintains unfettered discretion to amend bylaws and considers advisory recommendations, community viewpoints, along with technical advice from staff and other agencies;
19. Any changes during the course of the project review would necessarily entail a change to the scope of the project resulting in changes to timelines, costs or both *[under review]*;
20. An OCP is a broad policy document intended to guide future LTC decision-making and which is implemented by other tools, principally zoning *[under review]*;
21. Advocacy policies may only state the broad objectives, not specifics;

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22. An OCP should not include specifics that are beyond the jurisdiction of the local government nor policies that cannot be implemented;
23. The OCP adopted within the Trust Area must not be contrary to or at variance with the Islands Trust Policy Statement or the Islands Trust Act; and,
24. Although the policies in an OCP are legally binding on the LTC in the sense that a bylaw that is contrary to an OCP policy cannot be subsequently adopted, there is no compulsion on an LTC to implement particular policies in an OCP.

DRAFT

DRAFT list of OCP Focus Areas, as discussed and amended at the Gabriola Island Local Trust Committee meeting of July 7, 2010

1. HOUSING

(An official community plan must consider housing policies respecting affordable housing, rental housing and special needs housing).

a. **Affordable Housing**

1. Secondary Suites (January 29, 2010 LTC direction – staff research)
2. Homelessness
3. Accessory buildings (including “toilets in”, Staff Report January 29, 2010, and floor area measurements, staff report Feb 29/08)
4. Multi-family

Resources: Needs Assessment Study, Housing Task Force Report, Trust Council Toolkit

b. **Assisted Housing**

1. Seniors & Special Needs

Tasks: Review DP8 policies –Form and Character of Multi Family Residential Development, Special Needs and Seniors Multi Family Housing

c. **Foot print**

1. Footprint analysis (January 29, 2010 LTC direction – staff research)
2. Size of houses
3. Dark sky/lighting levels (June 19/09 & Feb 29/08 staff reports)
4. Developable Areas on lots, shadowing on adjacent lots, setbacks (June 19/09 & Feb 29/08 staff reports)

Task: Consider new DPA for GHG, Energy and Water Conservation

2. DENSITY

(an OCP must include statement & map designations respecting the approximate location, amount, type and density of residential development required to meet anticipated housing needs over a period of at least 5 years)

a. **Density Transfer**

1. Consider density transfer for affordable housing, and clustering to reduce GHGs (January 29, 2010 LTC direction for research – currently under review by staff)
2. review existing density transfer provisions

b. **Concentrating/Clustering Development**, to reduce GHG emissions, and/or to facilitate affordable housing (January 29, 2010 LTC direction for staff report on VIHA view of, and, January 29, 2010 LTC direction for staff report on mapping to reveal areas to concentrate development, areas to downzone)

1. Tasks: Update the Build Out report (January 29, 2010 LTC direction – staff report)
2. Definitions (January 29, LTC 2010 direction – staff preparing report)

- c. **Hazardous Areas and Steep Slopes (Development Permit Area DP6;** GILTC Top Priority List and hiring consultant authorized at April 15, 2010 LTC Meeting)

3. WATER and SEPTIC

- a. **Community water and sewer systems** (January 29, 2010 LTC direction – staff report)
- b. **Rainwater collection** – Mandatory, incentives
- c. **Septic fields and alternatives**
- d. **Water conservation** - Green infrastructure [SM wasn't sure what green infrastructure meant in this context, so am guessing]
- e. **Watershed and groundwater protection** - Increased sustainability and quality of freshwater supply (resource: RDN DWWP Program). Overlap with RAR.

Tasks: Consider DPA for water conservation, for watershed & groundwater protection. Ground water study

4. AGRICULTURE

(an OCP may include policies respecting the maintenance & enhancement of farming)

- a. **Protection and enhancement of agricultural lands**
- b. **Food security**– (reducing greenhouse gas emissions by growing and buying local food)

5. ALTERNATIVE ENERGY

- a. **Renewable energy policies** (Siting and height for wind turbines, biofuels)
- b. **Community energy plan** (define)

Resource: housekeeping staff report Feb 29/08 page 10, wording from draft Commons bylaws

6. LAND TRANSPORTATION

- a. **Zero Emissions Vehicles** (GILTC Top Priority List), including speed limits
- b. **Cycle route** (GILTC Top Priority List) (Sharing Our Roads Report)
- c. **Public Transit** (bus route prepared by Ad Hoc Transportation Committee)

7. ENVIRONMENTAL

(An OCP may include policies relating to the preservation, protection, restoration, and enhancement of the natural environments, its ecosystems and biological diversity)

- a. **Protection of sensitive and significant lands and ecosystems;** Sensitive eco system mapping – incorporate the new mapping and information
- b. **Stewardship of coastal areas and marine shoreline & eco systems**

Tasks: Review DPA policies – The Tunnel, Locke Bay Area, Hoggan Lake Area, Flat Top Islands Area, Gabriola Pass Area; Protect Eagle Trees (GILTC Top Priority List) - consider DPA

8. ECONOMIC ACTIVITIES
 - a. **Tourist Commercial** (e.g. Haven) – TC Build-out, and unit size
 1. floor area ratio and lot coverage values (staff report Feb 29/08)
 - b. **Village core plan**
 1. employee/affordable housing in VC zone
 2. review DP7: Form and Character of Commercial Development
 - c. **Silva Bay plan** – consider new DP form and character guidelines
 - d. **Twin Beaches mall** – consider new DP form and character guidelines (GILTC Top Priority List)
 - e. **Light Industrial** - Review DP9 policies – Form and Character of Industrial Development, Light Industrial Use
9. PARKS AND OUTDOOR RECREATION
 - a. **Trail linkages** and beach access – update OCP Figure 2, proposed Trail Connections (resource: GaLTT is working to increase linkages for walking and cycling – coordinate with the Cycle Plan)
 - b. **Youth recreation** (e.g. skateboard park)
 - c. **Density Transfer** for parkland (link to 2a)
 - d. **Protected Area Network** (link to Environmental)
 - e. **Regional Conservation Plan** – Trust Fund Board
 1. Optimum amount of park land

Task: RDN Park rezoning

Items for OCP Review process but not necessarily “issues” for the OCP Topic List:

10. Communication Towers
 - a. Policies and restrictions – advocacy – build in the new checklist and policies into the OCP (GILTC Top Priority List)
11. Green Wharf
 - a. Advocacy and retention of the wharf (GILTC Top Priority List)
12. Culture/Institutional
 - a. Camp Miriam – definition of recreation camp (GILTC Top Priority List)
 - b. Health Clinic
13. bylaw amendments identified in Feb 29/08 staff report, page 6-11
14. Community Composting site and yard waste
15. Garbage Collection in Parks
16. Emergency Access – Church Road

Already Included in the Project Scope (if adopted)

17. First Nations
 - a. Cultural references
 - b. Protection of archaeological sites (GILTC Top Priority List)
 - c. Snuneymuxw First Nation Protocol Agreement Implementation (GILTC Top Priority List)
 - d. Policies about inclusion and harmonization (GILTC initiative)

18. Riparian Area Regulations
 - a. Mapping and policies to protect and meet Provincial Guidelines (staff research)
19. Climate Change
 - a. Targets and policies – ensure that the other policies in the OCP conform to the May 2010 OCP amendment for Greenhouse Gas Emissions.
20. Development Permit Areas (these are already embedded within each topic area – e.g. housing, environment)
 - a. Hazardous Areas and Steep Slopes (GILTC Top Priority List and hiring consultant authorized at April 15, 2010 LTC Meeting)
 - b. Village Core
 - c. Twin Beaches (new)
 - d. Eagle Trees (GILTC Top Priority List)
 - e. Review DPA policies – The Tunnel, Locke Bay Area, Hoggan Lake Area, Flat Top Islands Area, Gabriola Pass Area, Form and Character of Commercial, Industrial and Multi Family Residential Development, Special Needs and Seniors Multi Family Housing, Light Industrial Use
 - f. DPA for GHG, Energy and Water Conservation
21. Implementation
 - a. Legislative review –staff work in progress
 - b. Formatting –modifications to tie the goals to the policies and to make the document more user-friendly
 - c. Mapping (January 29, LTC 2010 direction – staff are currently updating and aligning all mapping for Gabriola)
 - d. Soil removal bylaw (GILTC Top Priority List)
 - e. Islands Trust Policy Statement Review (by staff) – identify directive statements missing from Gabriola OCP.
22. Covenants restricting further subdivision (GILTC Top Priority List)
23. ALR Policy re subdivision for a relative - Section 946 (GILTC Top Priority List)

Other advocacy/partnership projects outside OCP:

- Heritage/scenic roads (currently in the OCP, MOTI has no definition or distinction for these roads – determine how OCP should deal with them)
- Section 42 roads – how to get them designated properly (Wharf Road and sections of North Road in particular)
- Policies of, and Memorandum of Understanding, with Ministry of Transportation regarding maintenance of roads, emergency access, rights of way, and traffic safety at Ferry Terminal and in Village Core.



Islands Trust

Memorandum

Date July 12, 2010 File GB/04-1-i.a (Gabriola Island Official
Number Community Plan Review Process)

To Gabriola Island Local Trust Committee

From Chris Jackson, Regional Planning Manager, MCIP

Re Discussion Paper on Timeline for the Official Community Plan and Land Use Bylaw Review

At the Gabriola Island Local Trust Committee (LTC) meeting of July 7, 2010, staff was asked to prepare a timeline overview for the Official Community Plan (OCP) and Land Use Bylaw (LUB) review that extends from now until proposed completion in August of 2011. This memo contains that timeline overview along with options for LTC consideration when finalizing the project scope and identifying the focus areas of this review in September.

Timeline Overview (table is attached)

This timeline is premised on OCP and LUB amendments occurring within this elected office term. In order to accommodate referral of an OCP amendment to the Province for approval, staff suggests that at least a three month window be provided at the end of the process. This should allow the LTC opportunity to consider final bylaw adoptions prior to the end of term. Staff used a mid month Thursday in August as a possible completion date, which should coincide with a LTC meeting. With this, it was reasoned that the remaining time for this project is: 13 months from July 22, 2010 to August 18, 2011. The table attached to this memo includes timeline details.

Official Community Plan and Land Use Bylaw Review Options

The timeline indicates that there is limited time remaining for this review. In addition, there are limited staff and budget resources to consider. The timeline shows that policy and regulatory work will occur in the later part of this year, which typically takes up a great deal of staff time. In order to assist the LTC, staff efforts need to be focused and deliberate.

Any amendment to a community bylaw requires opportunities for public engagement and background research in order for the LTC to make proper, informed decisions. Comprehensive and inclusive processes are time consuming and should only be undertaken when necessary resources are in place. After reviewing the issues and focus areas identified to date, staff is concerned that there will not be adequate time and resources available to support the LTC if some or all of these topics are advanced.

In addition to focus areas already noted, further scoping work and issue identification is occurring this summer. This work may yield additional topics. Taking these topics and developing appropriate policy and regulation could take several months each and extend beyond the original completion date. The options presented in this memo are for discussion purposes. It is anticipated that at the September meeting, the LTC will decide which topics it wishes to move forward with in terms of possible bylaw amendments. These options are intended to assist the LTC with these decisions.

- Ongoing Official Community Plan and Land Use Bylaw Review

The work completed to date includes meaningful, important and thoughtful comments. It appears that the matter for consideration is more about timing rather than whether or not planning issues should be resolved.

An OCP typically takes a few years to review, with a parallel or subsequent LUB review requiring an additional year or two. Depending on the complexity and level of community deliberation required, bylaw reviews could even continue for several more years beyond the original schedule. This results in bylaw reviews often extending from one elected official term into the next. After an election, the Local Trust Committee, whether made up of new or returning trustees, will take the opportunity to consider the establishment of their own work program, which could include continuing with a previously started bylaw review.

In this option, the LTC is not constrained by time. Instead of working towards a final completion date in 2011, which requires adherence to the legislative process, research could be continued with policy and regulatory options developed over the next year. The intent is that the newly elected LTC would be provided with a list of planning issues, most planning research completed, community comments, and a selection of policy and regulatory options to address those issues identified. The LTC would then be in a position to advance the review to the next and final stages, if they so choose.

- Two Part Official Community Plan and Land Use Bylaw Review

Similar to the first option above (Ongoing Review), this option could have two parts. The first part would be for the LTC to select the highest priority planning issue for policy and regulatory development and community discussion this fall, with the intent to have bylaws on that topic move forward to final completion by late summer of 2011. The other issues and topic areas not addressed immediately would be available for the newly elected LTC to advance.

Alternatively, several high priority issues may be able to advance this term if they do not require significant resources. Staff will provide advice to the LTC in terms of what may be realistically achievable after the LTC has completed the issue identification portion of this review, anticipated in September.

- Separating the Official Community Plan Review from the Land Use Bylaw Review

In this option, the LTC could concentrate on only completing the OCP review. The LUB would be a separate review in the next term. Given the current stage in the review, staff does not recommend this approach, as the OCP could establish policy that differs from zoning regulations contained in the LUB. The incoming LTC would then need to consider amendment of zoning regulations in order to be consistent with the OCP, or revisit those new policies and essentially reinstate the OCP review, albeit in a targeted way.

When reviewing community bylaws, problems are identified and solutions offered. The OCP provides the goals, objectives and policies of the community. The LUB implements those policies through regulations and zoning. If the OCP is the only bylaw amended to address an issue, then the problem may not be corrected. It is only after the accompanying LUB amendment is completed, and both the OCP and LUB are consistent, that the planning issue may be resolved.

- Concluding the Official Community Plan and Land Use Bylaw Review

This option does not intend to have the bylaw review continue past August of 2011. The LTC could determine which of the issues and topics should be resolved this term and focus efforts to achieve this outcome. It requires that attention be directed to either one issue or several that require less resources. This is a similar approach to the second option above, however in this option a greater effort needs to be applied throughout the coming months to ensure that the scope remains focused and that the topic does not expand or drift.

Attachment - Timeline Overview

Task	Days (Months)	Start	Finish
Issues Identification Phase: 63 days (2.1 months) from July 22, 2010 to September 23, 2010			
VRC* discussions and recommendations	56 (1.9)	July 22	September 21
Community Workshop (date to be confirmed)		August 22	August 22
Staff Researching and Report Writing as per direction of LTC	56 (1.9)	July 22	September 16
LTC meeting		August 19	August 19
LTC meeting: finalize scope for this review		September 23	September 23
LTC Policy and Accompanying Regulation Development Phase: 119 days (4.0 months) from September 23, 2010 to January 20, 2011			
LTC meeting: direction to staff to prepare reports on issues identified and policy options with draft bylaw wording provided on recommended options		September 23	September 23
Staff preparation of report, policy options and draft bylaw wording as per LTC direction	28 (0.9)	September 23	October 21
Remaining 3 Cohort Meetings held by staff	42 (1.4)	September 23	November 18
LTC meeting: vetting of draft bylaw wording and policy options, referral to VRC; direction for a CIM		October 21	October 21
Referral to VRC, preparation of CIM; and amendments to draft bylaw wording as per LTC direction; and perhaps community survey or other outreach	34 (1.1)	October 21	November 24
CIM, date to be decided		From November 08	To November 19
LTC meeting: consideration of public comments from CIM and VRC recommendations; direction to staff to draft final version of bylaws for consideration back to LTC		November 25	November 25
Staff to prepare final version of draft bylaws (note: no meeting scheduled in December)	56 (1.9)	November 25	January 20
Legislative Process Phase: 210 days (7 months) from January 20, 2011 to August 18, 2011			
Consideration of First Reading		January 20	January 20
Referrals to Agencies and Notifications	84 (2.8)	January 20	April 14
Public Hearing		April 14	April 14
Consideration of Further Readings of Bylaw and Referral to EC and MCRD		April 21	April 21
Referral to Executive Committee	26 (0.9)	April 21	May 17
Referral to Min of Community and Rural Development	92 (3.1)	May 17	August 17
Final Consideration		August 19	August 19

* VRC means Volunteer Review Committee; CIM means Community Information Meeting

12.1.6

July 18, 2010 Submission on Density Transfers

This paper assumes that that the definition of density in the Local Government Act is the one we'll be using in our OCP, hopefully in a simplified form. Could we define it in two parts, e.g. a) the number of allowable parcels *or* b) the number of allowable residential units?

This paper also makes a distinction between parcel density and free-floating residential density. It proposes a further distinction be made between accessory residential units and residential units for three reasons:

1. The current density on Gabriola as expressed in the Build-out is a certain number of lots or parcels; a number of primary residential units and a number of accessory residential units that are limited in size. If no distinction is made between the two, the actual density could be increased in the transfer process.
2. Since the use is accessory residential and limited in size, the properties probably wouldn't be considered multi-family for fire rating purposes.
3. There's something "right" about using the provision we currently have for affordable housing to create some affordable housing.

Even though there would be no guarantee of affordability for secondary residential units, limiting the size to 699 sq. feet would make these affordable for those with a moderate income.

Over-riding Principles:

No increase in the current density (number of allowed parcels, associated primary residential and accessory residential units).

Accessory residential units maintain the same status. They are limited in size to 699 sq. feet and are accessory to a primary residential use, unless they are used for multi-family for affordable housing (with housing agreement). In a multi-family development, accessory residential unit square footages could be averaged provided there is no increase in the number of units.

Assurances through a rezoning process that transfers will not occur without a public process. Perhaps the LTC can undertake to zone a number of transfers at the same time with the same bylaws. Perhaps fees could be waived for multi-family affordable housing developments (with housing agreements to ensure affordability).

Density transfer provisions will remain substantially the same, with minimum amendments to accommodate expanded policies.

In recognition of climate change mitigation, this paper only contemplates concentrations of residential density in the village area (to be determined). This is not an endorsement of these policies, merely a presentation of possibilities.

Density Transfers

Our current OCP speaks to residential density but the only transfers that have happened have been the transfer of parcels and not free-floating residential units. The density transfer provisions in the current OCP have served us well and I think that for the most part they should remain as

they are with whatever amendments are necessary to accommodate some expansion of the policies.

This paper explores the idea of allowing the transfer of free floating residential densities, both primary and accessory, in addition to the parcel transfers currently provided for.

These expanded policies would allow for the possibility of accessory housing (699 sq. ft.) on individual parcels or as affordable multi-family housing and market multi-family development (condos). Whether or not these should be allowed is a question only the public can answer.

To allow the transfer of accessory residential units (cottage density) already permitted on 5+ acre lots, policies must differentiate between primary residential units and accessory residential units.

Primary residential units have no limit on size (unless a limit is placed island-wide on house sizes). Accessory residential units are limited to 699 sq. ft.

General Residential Policy 2.1 b) would need to be amended to allow affordable housing in general, not only for seniors and special needs or removed entirely if market multi-family from transfers of primary residential densities, is allowed.

Policy 2.5 and 2.5 a) would need to be expanded to include transfers of accessory residential units (cottages) for the provision of affordable housing. The definition of an accessory residential density could include various forms the density could take, e.g. multi-family unit, secondary suite, carriage houses or cottage (stand alone units).

The OCP only has policies for density transfers on Resource and Forestry zoned lands. In the expansion of these policies, this paper proposes the least amount of amendments necessary to accommodate this expansion.

General Density Transfer Policies

Provision is made for the transfer of density from donor parcels to receiver parcels for the retention of large parcels for conservation, wilderness recreation and climate change mitigation and to provide for flexibility in residential housing.

Receiver parcels for density transfers must be located within the designated village area.

Only parcels that have proven water and septic capabilities would be rezoned for density transfers. The rezoning process would ensure that conditions would be met and that neighbours would have an opportunity for comment.

In recognition of the importance of agriculture lands and the over-riding authority of the ALC, there are no density transfer provisions for land in the ALR.

Resource Zone

If we define density as the number of allowable parcels *or* the number of allowable residential densities, all references to “residential density” would need to be amended to “density”.

The policies that would need such amendments are 5.1 c), f) ii) g) iii)

If primary residential density transfers are allowed, covenants on the donor parcels referred to in Policy 5.1 f) i) would need to restrict not only future subdivision, but also any future residential units, otherwise more residential unit density could be transferred to these parcels in the future.

The minimum parcel size in the Resource zone is 2.47 acres. VIHA regulations require community water and sewage for smaller parcels sizes. The parcels could be smaller than 2.47 acres, in a strata or co-op development with community water and sewage

Policy 5.1 g) iv) seems complicated, but it is necessary when transferring parcels to limit the number to what is currently allowed and what is transferred, and no more.

The average parcel size determines how many parcels are allowed, not how many residential units are allowed. When only residential units are being transferred and not parcels, the receiver parcel's average parcel size should remain the same. If it was amended as required in policy 5.1 g) iv), more parcels would be allowed. For every residential density added, an additional parcel would be allowed. This is not the intent. Transfers of residential densities should be exempt from this policy.

Since each Resource Residential zone (the receiver parcel) has its own zoning, an increase in the allowable primary residential units could be expressed in the number of principal residential units allowed. This could accommodate any number of transferred densities from a single unit to multi-family.

It is highly unlikely that any landowner would chose to turn parcel density into primary residential density for affordable housing, therefore allowing transfers of free-floating residential density from Resource and Forestry parcels would probably result in market multi-family (condos). If that is not the intent, the policy should only allow parcel density transfers. The references to "residential density" in the current OCP would need to be replaced with "parcel density" in the Resource and Forestry policies.

Forestry Zone

The build-out calculates that on Forestry land, one potential parcel can be realized for every 20 acres of Forestry land. However, 20 acre density can only be realized if there is a corresponding donation of parkland. In other words, this density is not assured, without a donation of the forest land it doesn't exist and cannot be transferred.

It's important that the current provisions not be changed to allow an outright 20 acre density. If a 20 acre density is allowed outright, similar to the Resource parcels, the overall density potential would remains the same, but the possibility of acquiring the Forest land for wilderness protection or park would be gone.

However, to allow more flexibility, and in support of climate change mitigation, perhaps those Forestry parcels that are within the village area should be allowed to receive density as well as transfer it.

Forestry zoned parcels that are not in the village area should not be allowed to receive density as it defeats the purpose, which is to maintain this land in large parcels for forest conservation or wilderness recreation and is counter to climate change mitigation initiatives.

Policy 5.2 i) ii) would need to be amended to read “The receiver parcel shall be limited to land in the Resource and Forestry zones located in the Village area” with reference to a map showing the village area boundaries.

If the intention is to allow transfers to other zones as well, these could be added in Policy 5.2 i) ii).

Small Rural Residential Zone and Large Rural Residential Zone

The transfer of parcel density from elsewhere to SRR zoned parcels should probably not be allowed (see rationale in Specific Density Transfer Policies). Parcels zoned LRR are for the most part larger than 5 acres so the same rationale does not apply.

In support of climate change mitigation density transfers should be allowed from SRR and LRR zones to any zone in the village area that is allowed to receive density transfers. It might be possible that a lot or parcel that cannot be developed at a reasonable cost could transfer its parcel density to another parcel zoned to receive density transfers.

A policy similar to what we currently have for the Forestry zones could stipulate that parcels density transfers from SRR zoned parcels are only allowed if the donor parcel is donated and rezoned for Park use. This might be a way to acquire the neighbourhood parks that many people have mentioned are needed in areas where there are no small local parks, e.g. Harrison Way.

SRR and LRR properties are allowed one principal residential unit and one accessory residential unit if they are larger than 2 hectares (4.94 acres).

If a policy allowed the transfer of primary residential density, this would allow duplexes (two residential units with no limit on size) or two primary residences on the receiver parcel.

If a policy allowed the transfer of accessory residential units this would allow secondary suites, carriage houses or stand alone residential units limited in size to 699 sq. feet on the receiver parcel.

The transfer of many primary or accessory residential densities to one parcel would allow a multi-family residential unit, so it might be desirable to limit the number of residential units that can be transferred to a parcel in this zone, probably based on the size of the parcel.

The rezoning process is absolutely essential, not only for a public process but also because the donor and receiver parcels' new zoning is what controls the addition of any further densities.

The current OCP allows for donor parcels to be rezoned Wilderness Recreation if they come from the Forestry zoning and Resource Conservation if they come from the Resource Land.

We would need similar zones created to accommodate the transfer from SRR and LRR zoned lots. They could be rezoned to show they have limited density (less than the generally permitted density in the SRR or LRR zone) or no density at all and zoned for Conservation or donated as park.

Transfers of a singular density or an accessory density could see the receiver parcels renamed as SRR2, or LRR2 to show the increased density on each lot.

Multi-family development receiver parcels would be zoned for multi-family and would be subject to a Development Permit for form and character and Development Permit for climate change mitigation.

Commercial – see rationale for Donor zones for parcel density transfers below.

Specific Density Transfer Policies

Donor zones for parcel density transfers: Forestry, Resource, SRR, LRR,

Rationale: In the OCP residential density exists in all zones except for Park, Institution, Ferry Parking, and Water zones. Residential use on Commercial zoned parcels is accessory to the principle use, so there is no parcel density to transfer.

Receiver zones for parcel density transfers: Village Forestry, Village Resource, and LRR zoned parcels in the village area.

Rationale: Parcel density transfers result in the subdivision of the receiver parcel. Since the SRR zoned parcels in the village area are less than one acre and VIHA regulations require a 2.5 acre minimum for subdivision, the policy should reflect this. New lots should not be created from parcels that are 0.5 acres in size.

Donor zones for residential density transfers: Forestry, Resource, SRR, LRR and Commercial zones.

Receiver zones for residential density: Village Forestry, Village Resource, SRR (2.5+acres) and LRR and Commercial zoned parcels located in the village area.

Rationale: In consideration of climate change mitigation the concentration of density should only occur in the village area. The forestry zoned land located here is better suited to residential use. Allowing these parcels to become receiver parcels allows for the possibility of residential development without up zoning and losing the donation for wilderness protection that is required for 20 acre Forestry density.

For the purposes of multi-family affordable housing, density could be banked and the donor parcels rezoned, with the receiver parcel not rezoned until enough densities are banked. I know nothing about the process of “banking” density and this would need to be explored.

Questions for the public that arise from this paper:

1. Do you support the transfer of density from parcels located outside the village area to the village area for the purpose of climate change mitigation?
2. Do you support the transfer of cottage density to the village area for use as secondary suites, carriage houses or cottages? There would be no guarantee of affordability through housing agreements but the size would be limited to the size of the currently allowed cottages (699 sq. ft.)
3. Do you support the transfer of cottage density to the village area for multi-family affordable housing? The average size of the units would be 699 sq. ft. and affordability would be guaranteed through housing agreements.

4. Do you support the current policy that allows the transfer of one lot or parcel of land for every 20 acres of Forestry zoned land donated as Wilderness Park? (The policy resulted in the 707 community park).

5. Do you support the transfer of residential units from Forestry zoned lands to the village area for market multi-family housing; no limit on the size of the units and one residential unit could be transferred for every 20 acres of Forestry zoned land donated as wilderness park?



Islands Trust

Preserving Island
communities, culture
and environment

Our Provincial Mandate

“to preserve and protect the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia”

– Islands Trust Act



Islands Trust Council - Strategic Plan 2008-2011

Adopted – September, 2009

The Trust Area

The Trust Area covers the islands and waters between the British Columbia mainland and southern Vancouver Island, including Howe Sound and as far north as Comox. This is a unique and special place composed of 13 major islands and more than 450 smaller islands covering approximately 5200 square kilometres.

The beauty, tranquility, and unique natural environment of the islands in the Strait of Georgia and Howe Sound have given the area national recognition.

The islands support strong communities characterized by a mix of lifestyles, livelihoods and individuals. Island residents bring unique skills, viewpoints and sense of place together to sustain a tradition of community involvement.

Our Council

The Islands Trust Council is made up of the 26 locally-elected officials of the Trust Area who are responsible for land use decisions in their island communities. Our Council has a unique mandate from the province to protect the unique environment and amenities of the islands. It meets quarterly to make decisions about overall policy, staff resources and budget. Our current Council was elected for a 3-year term during BC Local General Elections in November 2008. The current term will end in December 2011.

A Strategic Plan for our 2008-2011 term

Since December 2008, we have worked hard to identify the most important goals for the current term. By identifying these goals and developing a strategic plan to achieve them, we can focus finite resources and measure progress. Through adoption of a Strategic Plan, we have confirmed the following focus areas for our 2008-2011 term:

Goal 1 Ecosystem Preservation and Protection

We can create a legacy for the future by preserving and protecting the most significant parts of our natural environment:

- We will identify and protect our most significant riparian areas.
- We will improve the identification and protection of island biodiversity, as well as our most sensitive environments, and significant natural areas.
- We will work to reduce greenhouse gas emissions, both by managing our internal operations and by fostering energy-efficient communities in our land use decisions.

Goal 2 Stewardship of Island Resources

We will work to steward island resources, and to ensure that the scale, rate and type of development is compatible with the maintenance of island ecosystems.

- We will use land use planning tools to address the sustainability and quality of freshwater resources.
- We will support initiatives to achieve reliable, adequate and sustainable funding for the Trust Fund Board, our conservation land trust.
- We will take steps to advance good management of coastal areas, by encouraging landowner stewardship and by considering new planning tools.

Goal 3: Sustain Island Character and Healthy Communities

We recognize that the health of our communities is improved if our islands are safe and secure, if there is strong public involvement in decision-making, and if we accommodate people of differing age groups and income levels.

- We will work to support and restore socio-economic diversity with strategies for affordable, accessible and appropriate community housing.
- We will work to understand and minimize the negative effects that climate change could have on island communities.
- We will cultivate community engagement and participation in land use planning.

Goal 4 Organizational Effectiveness

Our island communities need effective and efficient government services:

- We will continue our work to provide services on an increasingly cost-effective basis.
- We will encourage recognition and support of the Islands Trust object by our communities and by other agencies and levels of government.

*** See last page for key to abbreviations used in this document**

Excerpt from the Islands Trust 2008-2011 Strategic Plan

This excerpt contains only those strategic plan items specific to local trust committees.

Goal 1: Ecosystem Preservation and Protection...

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS <i>Italics indicate changes since last TC meeting</i>
To identify and protect riparian areas	Implement Riparian Area Regulations throughout the Trust Area	Develop bylaws re RAR requirements, subject to RAR mapping completion	LTCs/BIM*	Funding in place (09/10 budget)	By whether all islands are RAR compliant	Two islands are RAR compliant
To improve the identification and protection of biodiversity, environmentally sensitive areas and significant natural sites, features and landforms	Protect sensitive and significant land through land use planning decisions	2008-2011 term Optimize opportunities to protect land	LTCs/BIM*	No new funding required	By the hectares of land that have been protected	TBD
To reduce greenhouse gas emissions	Amend OCPs to include emission reduction targets, policies and actions (TPAs)	Jan to May 2010 Establish targets, policies, and actions in OCPs by legislated deadline (May 31/09)	LTCs/BIM*	Funding in place (09/10 budget) Additional funding may be available through application	By whether all OCPs have been amended to include GHG emission reduction targets, policies and actions by May 31/10	Policies and action included in two OCPs (SSI, DE)
	Foster energy-efficient communities through land use planning decisions	FY 2010/11 Consider the inclusion of the information provided by the LPC into appropriate bylaws and processes	LTCs/BIM*	Subject to funding (10/11 budget)	By whether GHG emission reduction is achieved in LTC land use decisions	TBD

* Depends upon decisions of the Bowen Island Municipal Council

** Depends upon decisions of the Trust Fund Board

Goal 2: Stewardship of Island Resources...

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS
To increase the sustainability and quality of freshwater resources	Include new policies and regulations as OCPs and LUBs are amended	<u>FY 2009/10</u> OCP/LUB reviews underway on selected islands <u>FY 2010/11 & 2011/12</u> OCP/LUB reviews underway on selected islands	LTCs LTCs	Funding in place (09/10 budget) Subject to funding (10/11 budget)	By the number of LTCs/IM with new policies and regulations for protection of freshwater resources	Reviews beginning in 09/10 Reviews planned to begin in 10/11
To advance the stewardship of coastal areas and marine shore lands	Develop and implement new land use planning tools for shoreline and marine protection	<u>FY 2009/10</u> Thetis Island LTC – consider the use of integrated shoreline & watershed protection into OCP review process	LTC	Funding in place (09/10 budget)	By whether OCP has been amended to include new forms of protection	OCP review underway

Goal 3: Sustain Island Character and Healthy Communities...

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS
To support socio-economic diversity of island communities	Support/restore socio-economic diversity through land use planning strategies about affordable/accessibile/appropriate housing Support local food security Include new policies and regulations about food security in OCPs and LUBs as they are reviewed	<u>FY 2010/11</u> Consider implementing land use planning decisions to advance affordable housing Support completion of a second area farm plan (Denman) <u>FY 2009/2010</u> OCP/LUB reviews underway on selected islands	LTCs LTC LTC	Subject to funding (10/11 budget) No new funding required Funding in place (09/10 budget)	By the number of LTCs have implemented land use planning decisions regarding affordable housing. By whether a second area farm plan is complete By the number of LTCs/IMs with new policies and regulations related to food security	Not started Started OCP/LUB reviews started
To minimize the impact of climate change	Integrate climate change adaptation into land use	<u>FY 2012/2013</u> Continue implementation of adaptation planning framework	LTCs/BIM*	Subject to funding	TBD	Not started

* Depends upon decisions of the Bowen Island Municipal Council

** Depends upon decisions of the Trust Fund Board

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS
upon islands and communities	planning and regulatory decisions					
To cultivate community engagement and participation in land use planning	Develop new tools and strategies to encourage community engagement in land use planning processes	FY 2010/2011 Consider new tools and strategies to encourage community engagement in land use planning processes	LTCs	TBD	TBD	Not started

Goal 4: Organizational Effectiveness...

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?*	IS FUNDING REQUIRED?	HOW WOULD WE MEASURE SUCCESS?	STATUS
41	Develop cost effective bylaw enforcement tools	FY 2009/10 & 2010/2011 Consider bylaw amendments to allow Bylaw Dispute Adjudication System	LTCs	No new funding required	By the number of islands where a Bylaw Dispute Adjudication System is in place	Initial discussions started
To provide services on an increasingly effective basis	Develop model LTC meeting procedure bylaw regarding electronic meetings	FY 2009/2010 LTCs to consider adoption	LTCs	No new funding required	By the number of LTCs that have adopted amendments	Not started

RFD – Request for Decision document

RM – Records Management

SEM – Sensitive Ecosystem Mapping

SSI – Salt Spring Island

TAS – Trust Area Services

TBD – To Be Determined

TC – Trust Council

TFB – Trust Fund Board

TPA – Targets, Policies and Actions (re GHG emission reduction)

TPC – Trust Programs Committee

UBC – University of British Columbia

UBCM – Union of BC Municipalities

LTA – Local Trust Area

LTC – Local Trust Committee

LUB – Land Use Bylaw

MCRD – Ministry of Community & Rural Development

MGMT – Management Team

NA – Not Applicable

NAPTEP – Natural Area Protection Tax Exemption Program

OCP – Official Community Plan

PMFL – Private Managed Forest Land

RAR – Riparian Area Regulations

RCP – Regional Conservation Plan

RD – Regional District

Abbreviations:

ADMIN – Administrative Services

BIM – Bowen Island Municipality

DEM – Digital Ecosystem Mapping

EC – Executive Committee

FN – First Nations

FY – Fiscal Year

GHG – Green House Gases

IM – Island Municipality

IT – Islands Trust

LPC – Local Planning Committee

LPS – Local Planning Services

* Depends upon decisions of the Bowen Island Municipal Council

** Depends upon decisions of the Trust Fund Board



Islands Trust

Print Date: Jul-13-2010

13.2

Projects

Gabriola Island

No.	Description	Activity	Received/Initiated	Status
2	Development Approval Information Bylaw		Mar-20-2008	On Going



Top Priorities

Gabriola Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Gabriola Island Planning Area Review: Development Permit Areas (including Twin Beaches, Eagle Nesting and Perch Trees, Hazardous Area and Steep Slopes), Archaeological Sites, Develop Conservation Plan, Soil Removal Bylaw, Affordable Housing and Community Energy Plan, ZEV advocacy policy, toilets in accessory buildings and covenant restricting further subdivision, Green Wharf, Cycle Plan, ALR Policy re Section 946 Subdivision for a Relative, Recreation Camp Definition (Camp Miriam), Broadcast Towers and Antennas		Jun-19-2008	Chris Jackson	Aug-18-2011	On Going
2	Snuneymuxw First Nation Protocol Agreement Implementation			Chris Jackson		On Going
3	DeCourcy Island Official Community Plan Review and Advisory Planning Commission Appointments		May-27-2010			On Going



Applications w/ Status - Gabriola Island Status: Open

Applications

13.3

Rezoning

File Number	Applicant Name	Date Received	Purpose
GB-RZ-2007.1	Donald and Brad Powell Planner: Patricia Maloney	Feb-16-2007	To rezone a portion of approximately 2 acres from institutional to seniors.

Planning Status

Status Date: Sep-23-2009

no change , awaiting information from applicant

Status Date: Sep-14-2009

no change

Status Date: Aug-06-2009

Awaiting Information from applicant

File Number	Applicant Name	Date Received	Purpose
GB-RZ-2007.3	AGES (Amazing Grace Ecological Society) Planner: Patricia Maloney	Mar-13-2007	Land Use Bylaw Amendment - Phase 1 of 2 Phases

Planning Status

Status Date: Apr-23-2010

Public Hearing scheduled for July 26th, 2010 at 7 pm with CIM at 6:30

Status Date: Jan-04-2010

Forwarded to APC for Jan 7/10 meeting

Status Date: Sep-23-2009

Ongoing discussions with applicant, amended bylaw to October LTC meeting

File Number	Applicant Name	Date Received	Purpose
GB-RZ-2007.4	Yan van Straten	Jul-14-2007	Office/retail/restaurant/coffee shop and gift shop to serve the museum. Possibly a medical centre - commencement after rezoning.

Planner: Patricia Maloney

Planning Status

Status Date: Sep-23-2009

Awaiting direction from applicant

Status Date: Aug-21-2009

August 20 agenda - deferred at request of applicant. Awaiting direction from applicant.

Status Date: Jul-06-2009

On August 20, 2009 Agenda

File Number	Applicant Name	Date Received	Purpose
GB-RZ-2008.1	Roundtuit Farms Ltd.	Feb-21-2008	251 is the OCP amendment 256 is the LUB amendment Amend OCP Bylaw 16, Section 7, Part 1 to permit the subdivision of a 1.075 ha (2.66 acre) parcel, leaving the 4 lot entitlement on the whole parcel intact. Vacant land, other than the area where the fire truck garage is being constructed. Additional parking area to be used immediately.

Planner: Patricia Maloney

Planning Status

Status Date: Jun-28-2010

Sent to Executive committee June 30, 2010

Status Date: Apr-23-2010

Public Hearing scheduled for May 19, 2010.

Status Date: Oct-06-2009

Ongoing discussions with applicant. Preparing bylaw and site plan.

File Number	Applicant Name	Date Received	Purpose
GB-RZ-2009.1	Williamson & Associates	Nov-09-2009	Proposed Density Transfer - transfer of lands off South Road (south of 707 park) to lands off Daniel Way in the Locke Bay Development Permit Area to create 10 new lots.

Planner: Patricia Maloney

Planning Status

Status Date: Apr-23-2010

Applicant preparing background report

File Number	Applicant Name	Date Received	Purpose
-------------	----------------	---------------	---------

GB-RZ-2010.1

Mary &
Scott/Linda
Beckstead &
Littlejohn
Planner: Chris Jackson

Jul-14-2010

Settlement of Road Right of way

Planning Status

Subdivision

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2001.1	Centre Stage Holdings Ltd. Planner: Patricia Maloney	Mar-15-2001	To create 49 lots from 2 lots. Revised application for 49 lots.

Planning Status

Status Date: Aug-14-2009

Contact with potential agent/new owner of lots within the approved subdivision. Awaiting information from applicant on potential DVP application and/or proceeding with subdivision of remaining lands.

Status Date: Aug-06-2009

Multi stage proposal - applicant has completed density transfer. Staff to send letter to applicant confirming that applicant intends to proceed.

Status Date: Jun-19-2009

no change

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2006.4	Williamson & Associates for Potlatch Properties Ltd. Planner: Patricia Maloney	Mar-24-2006	Boundary adjustment

Planning Status

Status Date: Sep-14-2009

no change

Status Date: Aug-19-2009

Staff contacted surveyor; surveyor is confirming that applicants do not intend to proceed

Status Date: Jun-19-2009

file complete

File Number	Applicant Name	Date Received	Purpose
-------------	----------------	---------------	---------

GB-SUB-2008.1

Summerfield Holdings Ltd.
Planner: Linda Prowse

To create six parcels (including remainder).

Planning Status

Status Date: Sep-14-2009

no change

Status Date: Sep-02-2009

Applicant applied for extension to PLA. Confirmed we have no concerns

Status Date: Aug-06-2009

no change

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2008.3	C.O. Smythies & Associates Ltd.	Oct-06-2008	To create 6 parcels.

Planner: Patricia Maloney

Planning Status

Status Date: May-27-2010

Applicant revising lot layout

Status Date: Apr-23-2010

Applicant to prepare covenant

Status Date: Sep-14-2009

no change

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2008.4	J.E. Anderson & Associates	Nov-28-2008	Boundary adjustment.

Planner: Patricia Maloney

Planning Status

Status Date: Aug-14-2009

see GB-SUB-2001.1

Status Date: Aug-06-2009

File relates to 2001.1 (Centre Stage) and is a boundary adjustment. Requires a DVP. Staff are in discussions with new owner of subject property

Status Date: Jun-19-2009

still waiting for information

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2009.3	Michael/Marie Zane/Gauvin Planner: Patricia Maloney	Jul-20-2009	Four lot subdivision.

Planning Status

Status Date: Apr-23-2010

MOTI letter dated April 9, 2010 asking for State of Title, tax certificates, dedicated road widening and corner cutoffs, proof of supply of potable water and drainage report.

Status Date: Jan-04-2010

Application modified to 3 lots and the balance, MOTH waiting for VIHA comments

Status Date: Sep-22-2009

Preliminary report to MOT

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2010.1	Bruce McIntyre Planner: Patricia Maloney	Jun-04-2010	Creation of two parcels

Planning Status

From: Nancy Roggers
Sent: June-29-10 8:14 AM
To: Patricia Maloney; Chris Jackson; Becky McErlean
Cc: Craig Elder
Subject: Gabriola expense report - June/10

		Budget	Spent	Balance
Invoices posted to June 25, 2010				
620 Gabriola	65000 Trustee Expense	1,200.00		1,200.00
620 Gabriola	65200 LTC Meetings	10,900.00	1,481.32	9,418.68
	65210 APC Meetings		200.88	(200.88)
	65220 Communications			-
	65230 Special Projects			-
	65240 Miscellaneous			-
	TOTAL LTC Local Expense	10,900.00	1,682.20	9,217.80
620 Gabriola	72300 OCP/LUB Expense	28,400.00	998.23	27,401.77

Thanks!

Nancy Roggers
 Finance Officer

Islands Trust
 #200 1627 Fort Street
 Victoria, B.C. V8R 1H8
 Phone: (250) 405-5154
 Fax: (250) 405-5155
www.islandstrust.bc.ca

Preserving *island* communities, culture and environment

Please consider the environment before printing this email.

G/L Transactions Listing - In Functional Currency (GLPTLS1)

Include Accounts With No Activity [No]
 From Period [01] To [12]
 For Year [2011]
 Sort By [Account No.]
 From Account No. [650000100] To [65240999]
 From Account Group [] To [ZZZZZZZZZZZZ]
 From Location [620] To [620]
 Last Year Closed 2010
 Last Posting Sequence 1899
 Use Rolled Up Amounts [No]

Account Number/ Prd.	Source	Date	Description/ Reference	Posting Seq.	Batch-Entry	Debits	Credits	Net Change	Balance
65200-620			LTC - Local Exp - LTC Meeting Expenses						
01	AP-IN	4/26/2010	GABRIOLA AGRICULTURAL ASSOCIATION CO-OF APRIL 26, 2010	1813	1858-2	36.00			0.00
01	AP-IN	4/23/2010	GABRIOLA ISLAND COMMUNITY HALL ASSOCIAT APRIL 23, 2010	1813	1858-4	51.00			
01	AP-IN	4/15/2010	STEPHEN ORGILL IT046-2010-0016	1813	1858-8	108.85			
01	AP-IN	4/29/2010	STEPHEN ORGILL IT048-2010-0016	1825	1873-2	302.88			
			Net Change and Ending Balance for Fiscal Period 01:					498.73	498.73
02	AP-IN	5/19/2010	CITY OF NANAIMO 42912	1818	1866-3	64.13			
02	AP-IN	5/23/2010	FLYING SHINGLE 1979	1860	1909-10	52.50			
02	AP-IN	5/25/2010	GABRIOLA AGRICULTURAL ASSOCIATION CO-OF 560565	1860	1909-11	72.00			
02	AP-IN	5/19/2010	STEPHEN ORGILL IT051-2010-0016	1861	1910-16	47.33			
02	AP-IN	5/20/2010	STEPHEN ORGILL IT052-2010-0016	1861	1910-17	227.16			
02	AP-IN	5/19/2010	STEPHEN ORGILL IT050-2010-0016	1877	1924-6	166.05			
02	AP-IN	5/27/2010	STEPHEN ORGILL IT053-2010-0016	1877	1924-7	156.18			
02	AP-IN	5/25/2010	GABRIOLA SOUNDER MEDIA INC 6227	1892	1941-16	112.05			
02	AP-IN	5/27/2010	STEPHEN ORGILL IT055-2010-0016	1892	1941-36	85.19			
			Net Change and Ending Balance for Fiscal Period 02:				0.00	982.59	1,481.32
			Totals: LTC - Local Exp - LTC Meeting Expenses			1,481.32	0.00	1,481.32	1,481.32
65210-620			LTC - Local Exp - APC Meeting Expenses						
01	AP-IN	4/5/2010	GABRIOLA SOUNDER MEDIA INC 5733	1797	1835-10	104.63			0.00
01	AP-IN	4/2/2010	FLYING SHINGLE	1798	1836-10	96.25			

Account Number/ Prd. Source	Date	Description/ Reference	Posting Seq.	Batch-Entry	Debits	Credits	Net Change	Balance
		1935						
		Net Change and Ending Balance for Fiscal Period 01:						
		Totals: LTC - Local Exp - APC Meeting Expenses						
					200.88	0.00	200.88	200.88
					1,682.20	0.00	1,682.20	1,682.20
					Report Totals:			

2 accounts printed

PROPOSED

GABRIOLA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 251

A BYLAW TO AMEND DECOURCY ISLAND OFFICIAL COMMUNITY PLAN CITED AS "DECOURCY ISLAND OFFICIAL COMMUNITY PLAN BYLAW, 1981"

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

- 1. That DeCourcy Island Official Community Plan cited as "Decourcy Island Official Community Plan, 1981", is altered as shown on Schedule "A" of this amending bylaw.
2. This Bylaw may be cited as "Decourcy Island Official Community Plan Bylaw No. 16, 1981, Amendment No. 1, 2010".

READ A FIRST TIME THIS 30th DAY OF March , 2010

PUBLIC HEARING HELD THIS 19th DAY OF May , 2010

READ A SECOND TIME THIS 20th DAY OF May , 2010

READ A THIRD TIME THIS 20th DAY OF May , 2010

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS 6th DAY OF July , 2010

APPROVED BY THE MINISTER OF COMMUNITY AND RURAL DEVELOPMENT THIS ___ DAY OF _____ , 2010

ADOPTED THIS ___ DAY OF _____ , 2010

SECRETARY

CHAIRPERSON

PROPOSED

GABRIOLA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 251

Schedule A

DeCourcy Island Official Community Plan cited as “Decourcy Island Official Community Plan, 1981” is amended by:

a) Amending POLICIES, 1 LAND USE by inserting:

- “8. Community facilities and parking areas located on private land, such as the Firehall and parking, are considered appropriate uses and covenants to protect these uses for future community use are encouraged.”

GABRIOLA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 256

A BYLAW TO AMEND DECOURCY ISLAND ZONING BYLAW NO. 44
CITED AS "DECOURCY ISLAND ZONING BYLAW, 1987"

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

1. That Bylaw No. 44 cited as "DeCourcy Island Zoning Bylaw, 1987" is amended by:

a) Amending Section 3 by inserting the following section:

"3.7 Public Service (PS) Zone

The purpose of this zone is to designate lands for public service uses.

(a) Permitted Uses

The following uses and no others shall be permitted in the Public Service Zone:

- (i) Parking
- (ii) Firehall

(b) Permitted Buildings and Structures

- (i) Fencing
- (ii) Firehall
- (iii) Signage (identification and directional only)

(c) Regulations Pertaining to Public Service Zone

- (i) The minimum parcel size in this zone is 1 ha and as such, future resubdivision of the parcel is prohibited.

b) Rezoning an area from Rural to Public Service on Map 1 of Section 6 as shown on Schedule 1 attached to and forming part of this bylaw.

c) Amending Section 5 by adding the following definitions in alphabetical order:

“FIREHALL” means a building, structure or use for the storage, maintenance and housing of fire fighting equipment and vehicles.

“PARKING” means an area for spaces for the parking of one or more motor vehicles. “

2. Add to Section 1.2(a);

PS Public Service Zone

3. This Bylaw may be cited as "DeCourcy Island Zoning Bylaw, 1987, Amendment No.1, 2010".

READ A FIRST TIME THIS 30th DAY OF March , 2010

PUBLIC HEARING HELD THIS 19th DAY OF May , 2010

READ A SECOND TIME THIS 20th DAY OF May ,2010

READ A THIRD TIME THIS 20th DAY OF May , 2010

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS
6th DAY OF July , 2010

ADOPTED THIS ____ DAY OF _____ , 2010

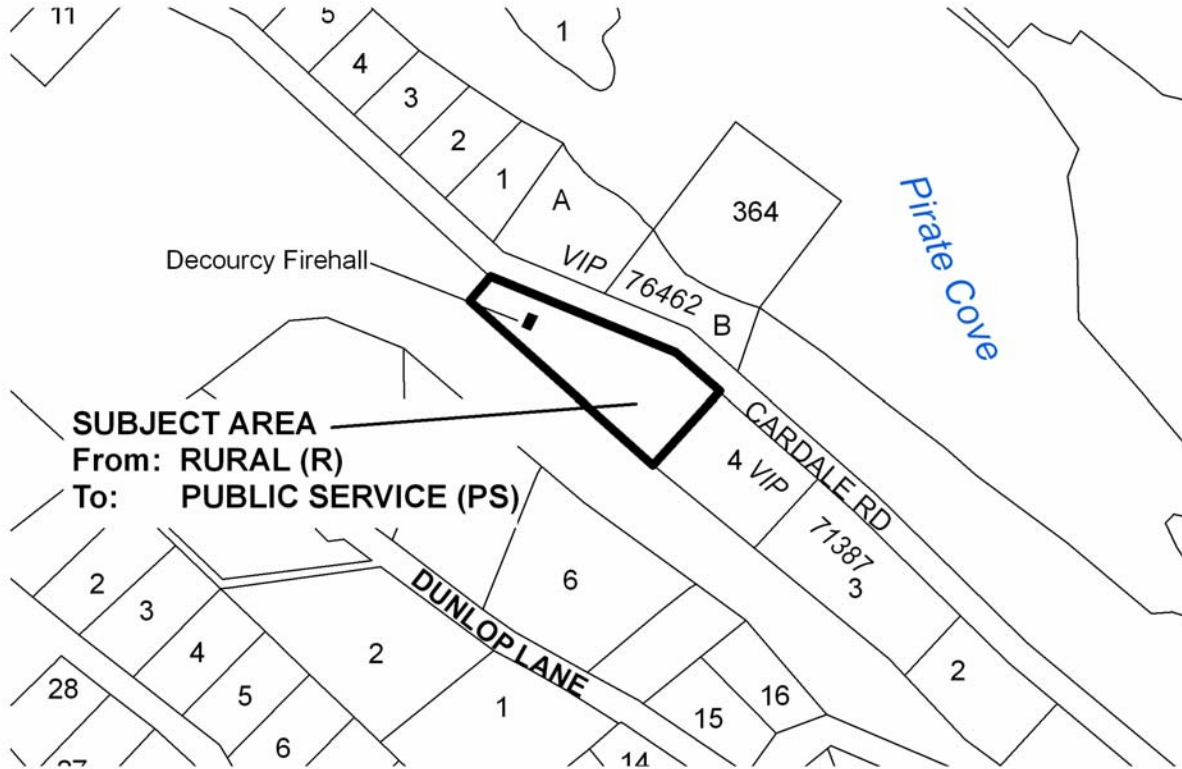
SECRETARY

CHAIRPERSON

GABRIOLA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 256

Schedule 1



PROPOSED

GABRIOLA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 257

A BYLAW TO AMEND ADVISORY PLANNING COMMISSION BYLAW, NO. 209 FOR THE GABRIOLA ISLAND LOCAL TRUST AREA

The Gabriola Island Local Trust Committee amends the Advisory Planning Commission Bylaw to allow for the appointment of special advisory commissions on a project basis. Being the Local Trust Committee having jurisdiction in respect to the establishment of Advisory Planning Commissions, enacts as follows:

1. That Bylaw No. 209 cited as "Gabriola Island Local Trust Committee Advisory Planning Commission Bylaw, 2002" is amended by:
 - a) Deleting Section 1(b) and replacing it with the following text:

“(b) The Gabriola Island Local Trust Committee may, from time to time, establish advisory planning commissions to provide advice to the Local Trust Committee on specific topics or for special projects.”
 - b) Deleting Section 2 (b) and (c) and replacing it with the following text:

“(b) Special Advisory Planning Commissions will be appointed based on a Terms of Reference developed by the Local Trust Committee which will outline the number of members, the terms of the appointment and the scope and role of that Special Advisory Planning Commission.”
 - c) Deleting Section 2(j) and replacing it with the following text:

“(j) An individual may serve concurrently on the Advisory Planning Commission and any other Special Advisory Planning Commission.”
 - d) Renaming “Sections 2(e) through 2(j)” to “Sections 2(c) through 2(h)” respectively.
2. This Bylaw may be cited as “Gabriola Island Local Trust Committee Advisory Planning Commission Bylaw, 2002, Amendment No. 1, 2010”.

READ A FIRST TIME THIS 30th DAY OF March , 2010

READ A SECOND TIME THIS 30th DAY OF March , 2010

READ A THIRD TIME THIS 30th DAY OF March , 2010

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS
15th DAY OF June , 2010

ADOPTED THIS ____ DAY OF _____ , 2010

SECRETARY

CHAIRPERSON

PROPOSED

GABRIOLA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 258

A BYLAW TO AMEND GABRIOLA ISLAND OFFICIAL COMMUNITY PLAN BYLAW NO. 166

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

1. That Gabriola Island Official Community Plan Bylaw No. 166 cited as "Gabriola Island Official Community Plan (Gabriola Island) Bylaw No. 166, 1997" is altered as shown on Schedule "A" of this amending bylaw.
2. This Bylaw may be cited as "Gabriola Island Official Community Plan (Gabriola Island) Bylaw No. 166, 1997, Amendment No. 2, 2010".

READ A FIRST TIME THIS 30th DAY OF March , 2010

READ A SECOND TIME THIS 10th DAY OF June , 2010

PUBLIC HEARING HELD THIS ___ DAY OF _____ , 2010

READ A THIRD TIME THIS ___ DAY OF _____ , 2010

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS
___ DAY OF _____ , 2010

APPROVED BY THE MINISTER OF COMMUNITY AND RURAL DEVELOPMENT
THIS ___ DAY OF _____ , 2010

ADOPTED THIS ___ DAY OF _____ , 2010

SECRETARY

CHAIRPERSON

GABRIOLA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 258

Schedule A

Gabriola Island Official Community Plan Bylaw No. 166 cited as “Gabriola Island Official Community Plan (Gabriola Island) Bylaw No. 166, 1997” is amended by:

- a) Adding to Section 5.3, the Background Section of Section 5.3 of the Gabriola Island Official Community Plan:

“The Gabriola Commons is a unique and distinct property on Gabriola Island. Managed as a community commons by a community-based, volunteer association, it is a place where sustainability, community and agriculture meet. The Commons is intended to exist in perpetuity for the benefit of the community, a community legacy serving community needs.”

- b) Adding to Section 5.3, the Agriculture Objectives portion of the Gabriola Island Official Community Plan:

“3. To recognize the importance of locally grown food and to encourage involvement in community agriculture, this plan supports a range of agriculturally-related and institutional uses on Lot 1, Section 19, Gabriola Island, Nanaimo District, and Plan 27281 (locally known as the Gabriola Commons).”

- c) Adding to Section 5.3, the Agriculture Policies portion of the Gabriola Island Official Community Plan:

“i) Specific only to Lot 1, Section 19, Gabriola Island, Nanaimo District, Plan 27281 (the property locally known as the Gabriola Commons) community agriculture and institutional uses are supported for this property, and zoning that specifies agriculture and institutional uses as principal permitted uses is supported by this Plan. The institutional uses permitted will include non-profit and not for profit enterprises that provide services of benefit to the residents of Gabriola Island. Educational uses also fall under the definition of “institutional” and it is intended that the Commons will be a place for learning about agriculture, food production, and sustainability practices. All other objectives and policies of this Official Community Plan apply to this property.”

- d) Renaming Section 5.3, Agriculture Advocacy Policies portion of the Gabriola Island Official Community Plan, Subsections i) through k), to “j) through l)” respectively.

- e) Adding to Appendix 1 Definitions, the following definitions in alphabetical order:

“community commons” means land or facilities or uses that serve community needs and provide the community with agricultural, environmental, recreational and social benefits, but excludes for-profit commercial enterprises.

“community agriculture” means multi functional agricultural uses of the land shared by a community of users whose primary focus is local cooperative food production using sustainable agricultural practices.

PROPOSED

GABRIOLA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 259

A BYLAW TO AMEND GABRIOLA ISLAND LAND USE BYLAW NO. 177

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

1. That Bylaw No. 177 cited as "Gabriola Island Land Use Bylaw, 1999" is amended by adding a new section, D.2.8 Gabriola Commons (GC) Comprehensive Development Zone as follows:
“

D.2.8 Gabriola Commons (GC) Comprehensive Development Zone

D.2.8.1 Permitted Uses

The uses permitted in Article B.1.1.1 plus the following uses and no others are permitted in the Gabriola Commons Comprehensive Development Zone:

a. Permitted Principal Uses

- i. Commons agriculture
- ii. Commons institutional

b. Permitted Accessory Uses

- i. Single family residential, excluding home occupation
- ii. Commons accessory commercial
- iii. Commons accessory food depot
- iv. Commons accessory public assembly
- v. Commons accessory office and storage

D.2.8.2 Buildings and Structures

The buildings and structures permitted in Article B.1.1.2 plus the following buildings and structures and no others are permitted in the Gabriola Commons Comprehensive Development Zone:

a. Permitted Buildings and Structures

- i. Maximum of:
 - one single family dwelling;
- ii. Other non-residential buildings and structures to accommodate the principal and accessory uses permitted subject to:

- Accessory commercial to a maximum of 175 sq. m. (1,884 sq. ft.);
- Accessory public assembly to a maximum of 600 sq. m. (6,458 sq. ft.);
- Accessory office and storage uses to a maximum of 400 sq. m. (4,305 sq. ft.); and
- Accessory food depot to a maximum of 200 sq. m. (2,152 sq. ft.)

(For clarification, the definition of “accessory” in the Gabriola Island Land Use Bylaw is provided: “in relation to a use, building or structure, means ancillary, secondary and exclusively devoted to a principal use, building or structure, expressly permitted by this Bylaw on the same lot or, where the accessory use is located on common property in a bare land strata plan, on a strata lot in the same strata plan.”)

D.2.8.3 Regulations

The general regulations in Part B plus the following regulations apply in the Gabriola Commons (GC) Comprehensive Development Zone:

a. Building and Structures Siting Requirements

- i. Except for a sign, fence, or pump/utility house:
 - The minimum setback for any building or structure housing a residential use is 4.5 metres (14.8 feet) from the front lot line.
- ii. Despite items D.2.8.3.a.i:
 - The minimum setback for buildings and structures except Agriculture, is 10.0 metres (32.8 feet) from any other lot line.
 - The minimum setback for all Agriculture buildings and structures is 20 metres (65.6 feet) from any lot line.
 - The minimum setback for agriculture waste storage is 30.0 metres (98.4 feet) from any lot line.

b. Building and Structures Height Requirements

- i. Except as regulated by Article B.2.3.2:
 - The maximum height for non-residential, non-agriculture and non-forestry building or structure is 9.0 metres (29.5 feet).

c. Lot Coverage Limitations

- The maximum combined lot coverage of buildings and structures, including greenhouses, is 12 percent of the lot area.

d. Other Regulations

- Subdivision of lands within the Gabriola Commons (GC) Comprehensive Development Zone area is prohibited.
- All other regulations, including the Regional District of Nanaimo Noise Bylaw, as it applies to Gabriola Island, apply to lands within the Gabriola Commons (GC) Comprehensive Development Zone.

2. That Section F.1 of Bylaw No. 177 cited as "Gabriola Island Land Use Bylaw, 1999" is amended by adding the following new terms in alphabetic order:

<i>commons agriculture</i>	means community based agricultural uses that include; growing, rearing, producing or harvesting agricultural crops, livestock and other animals and includes the processing on a <i>lot</i> of primary agricultural products harvested, reared or produced on that <i>lot</i> , plus the storage of machinery, implements and agricultural supplies for the farm, and includes the sale of agricultural products grown or raised on the lot, but specifically excludes intensive agriculture;
<i>commons institutional</i>	means the provision of special purpose services including educational and interpretive activities, without the purpose of gain, provided by non-profit or not for profit enterprise for the benefit of residents of Gabriola Island, and includes a skateboard park;
<i>commons accessory commercial</i>	means commercial activity that is ancillary, secondary and exclusively devoted to a <i>principal</i> use, and that is intended solely for the benefit and support of community initiatives and organizations based on the property;
<i>commons accessory food depot</i>	means an establishment for the distribution of food produced on the property or obtained from off the property for distribution to the public at no charge;
<i>commons accessory public assembly</i>	means indoor and outdoor gatherings, meetings, and events, and includes infrastructure necessary to support these activities, such as washroom facilities, dining hall space, and commercial kitchen facilities;
<i>commons accessory office and storage</i>	means space identified for the management and direction of activities on the parcel and the provision of administration space for other non-profit or not for profit enterprises, including the storage of materials necessary for conducting activities on the parcel, but excludes such uses as retail sales or manufacturing;

3. That the Gabriola Island Land Use Bylaw, No. 177, Schedule B, North Sheet, be amended to show Lot 1, Section 19, Nanaimo District Plan 27281 rezoned from Agriculture (AG) Zone, to Gabriola Commons (GC) Comprehensive Development Zone, as shown on Schedule 1 attached to and forming part of this bylaw.

4. This Bylaw may be cited as "Gabriola Island Land Use Bylaw, 1999, Amendment No. 1, 2010".

READ A FIRST TIME THIS 30th DAY OF March , 2010

READ A SECOND TIME THIS 10th DAY OF June , 2010

PUBLIC HEARING HELD THIS ___ DAY OF _____ , 2010

READ A THIRD TIME THIS ___ DAY OF _____ , 2010

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS
___ DAY OF _____ , 2010

ADOPTED THIS ___ DAY OF _____ , 2010

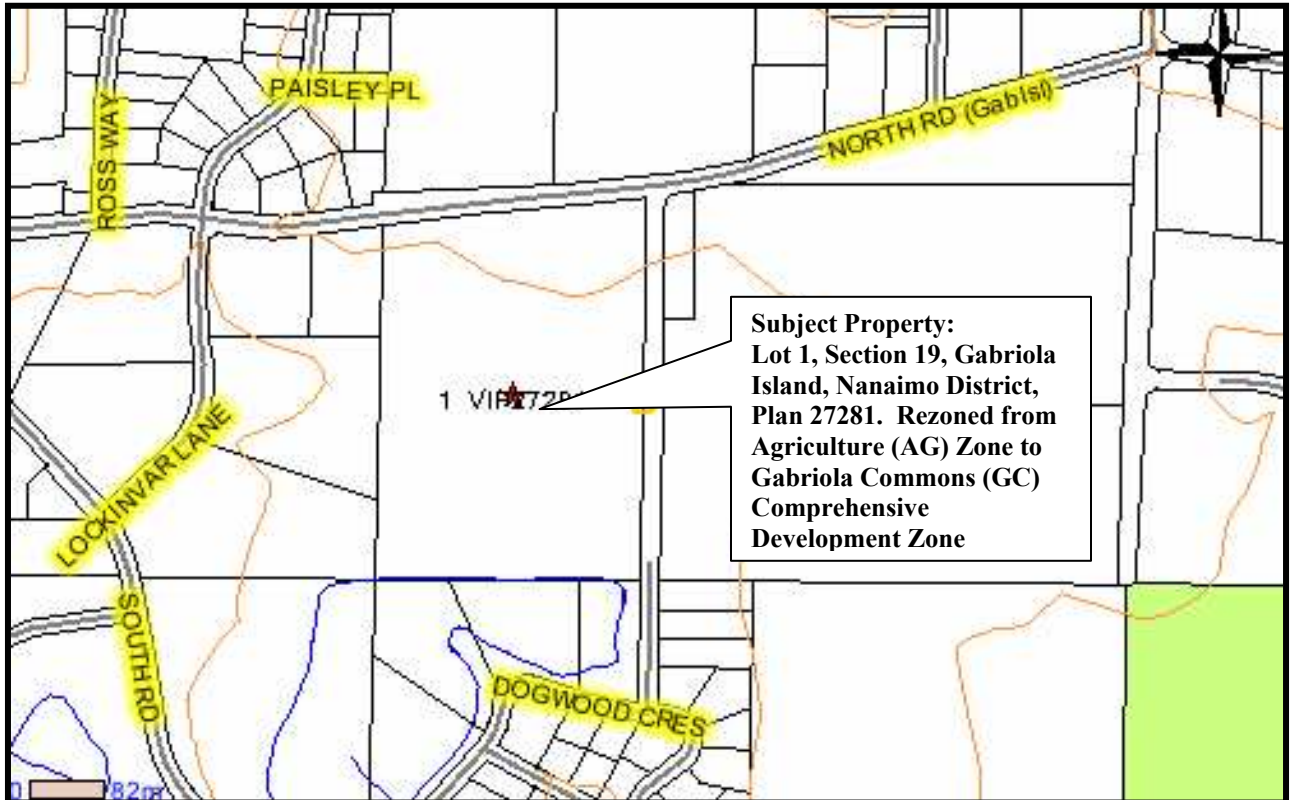
SECRETARY

CHAIRPERSON

GABRIOLA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 259

Schedule 1





Islands Trust

Preserving island communities, culture and environment.

[Site Index](#) | [Contact](#) | [Secure Login](#) | [Home](#)



Population:
Approximately 4,050

Size:
5,256 hectares (12,987 acres)

Location:
6 kilometres east of Nanaimo located on Vancouver Island.

Land Use Planning Related
Planning Services Related
Resources Trust Area Mapping
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Gabriola Island Local Trust Committee

Latest News

In this section you will find current news items that are relevant to your Local Trust Area and your community. [Subscribe](#) to the Gabriola Island Latest News updates and receive the latest information on official community plan reviews, staff reports, notifications and other documents published in the latest news section.

July 2010

- [Notice of Public Hearing - July 26, 2010](#)

April 2010

- [Shared Roadways - Gabriola Island Bicycle Route Plan, 2010](#)
- [Notice of OCP Volunteer Review Committee Meeting Schedule](#)

December 2009

- [Gabriola Island Affordable Housing Needs Assessment](#)

Committee Links

[Committee Home](#) [Trustee Membership](#)
[Contact Trustees](#) [Contact Planning](#)
[Staff Planning](#) [Bylaws](#) [Administrative](#)
[Bylaws Meetings](#) [Schedule Meeting](#)
[Agendas Meeting Minutes](#) [Resolutions-](#)
[Without-Meeting](#) [Associated Islands](#)
[Land Use Application Forms](#)

Gabriola Island Local Trust Committee Projects

- [Local Trust Committee Support Action for Water](#)

Climate Change Action

- [Staff Report - October 2009](#)
- [Staff Report - January 15, 2010](#)
- [Staff Report - February 21, 2010](#)
- [Climate Wise Islands](#)
- [Newsletter - November 2009](#)
- [Newsletter - Mudge Island - March 2010](#)
- [Newsletter - DeCourcy Island - March 2010](#)
- [Fact Sheets](#)
- [Minutes - November 26, 2009](#)
- [Minutes - March 10, 2010](#)
- [Minutes - March 20, 2010](#)
- [Proposed Bylaw No. 253 \(Gabriola\)](#)
- [Proposed Bylaw No. 254 \(Mudge\)](#)
- [Proposed Bylaw No. 255 \(DeCourcy\)](#)

Build-Out Project Map (2nd Edition)

- [Final Report](#)
- [Map of Development Potential \(January 2006\)](#)

Ecosystem Mapping

- [Draft Gabriola Island Local Trust Area ecosystem maps and feedback form](#)

^ [top](#)

Official Community Plan and Land Use Bylaw Review

- [Strategic Planning Session Follow-up Report - June 3, 2009](#)
- [Official Community Plan and Land Use Bylaw - Additional Information - Staff Report June 19, 2009](#)
- [Community Profile](#)
- [Shared Roadways - Gabriola Island Bicycle Route Plan, 2010](#)
- [Timeline - April 2010](#)
- [Summary of Community Workshop and Survey](#)
- [Strategic Plan and Public Consultation Strategy](#)

Volunteer Review Committee

- [Terms of Reference](#)
- Meetings
 - [December 15, 2009 Agenda | Minutes](#)
 - [January 26, 2010 Agenda | Minutes](#)
 - [February 9, 2010 Agenda | Minutes](#)
 - [March 30, 2010 Agenda | Minutes](#)
 - [April 20, 2010 Agenda | Minutes](#)
 - [May 18, 2010 Agenda | Minutes](#)
 - [June 15, 2010 Agenda](#)
 - [July 20, 2010](#)
 - [August 17, 2010](#)
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Communication Towers and Antenna

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