



Islands Trust

Revised – September 8, 2011

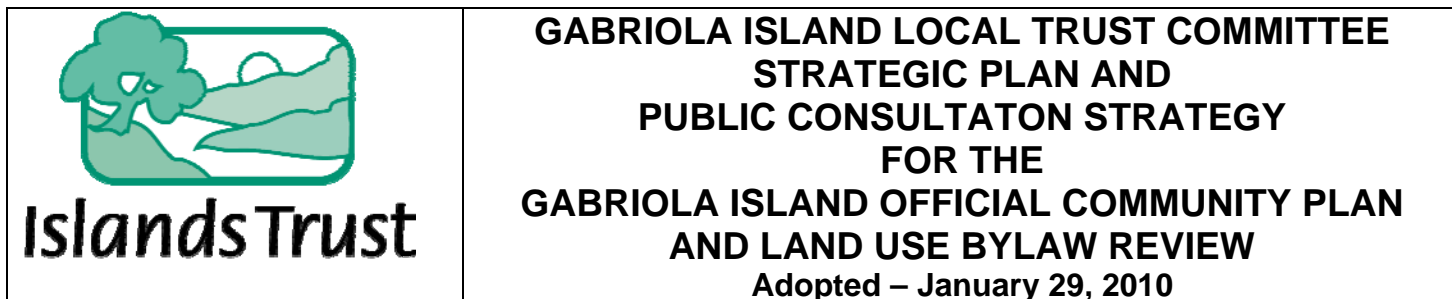
GABRIOLA ISLAND
LOCAL TRUST COMMITTEE
AGENDA

AGENDA

Special Business Meeting
Friday, August 19, 2011 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. LOCAL TRUST COMMITTEE PROJECTS		10:20 am
3.1 Official Community Plan and Land Use Bylaw Review		
3.1.1 Local Trust Committee Official Community Plan Strategic Plan and Public Consultation Strategy- <i>attached</i>	1	
3.1.2 Terms of Reference: Project Scope and Objectives as Endorsed in Principle by the Local Trust Committee as of October 21, 2010 - <i>attached</i>	5	
3.1.3 Staff Modified Version DRAFT list of Official Community Plan Topic Areas, as Discussed and Amended at the Gabriola Island Local Trust Committee meeting of May 19, 2011 – <i>attached</i>	8	
3.1.4 DRAFT list of OCP & LUB Phase Two Topic Areas (proposed by Trustee Malcolmson) dated August 18, 2011- <i>attached</i>	13	
3.1.4.1 Email dated August 17, 2011 from Gisele Rudischer regarding Forest Density Transfers - <i>attached</i>		
3.1.4.2 Email dated August 15, 2011 from Jacinthe Eastick regarding Proposal for an Official Community Plan Amendment Bylaw - <i>attached</i>		
3.1.5 Density Banking for Cottage Densities- <i>for discussion</i>		
3.1.6 Hosting an October Open Space or World Café public workshop on Village planning issues- <i>for discussion</i>		
3.1.7 2012/13 Budget Preparation Memorandum dated July 20, 2011- <i>attached</i>	18	
3.1.8 Time Line for Remaining Topics in Phase One modified July 28, 2011- <i>attached</i>	20	
3.1.9 Consideration of Local Trust Committee Newsletter Budget Request – <i>for discussion</i>		
4. NEXT BUSINESS MEETING		12:55 pm
Thursday, September 22, 2011 at 10:15 a.m. at the Women’s Institute, 476 South Road, Gabriola Island, BC		
October Meeting Date – <i>for discussion</i>		
5. ADJOURNMENT		1:00 pm

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



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 (RAR), 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.

	<p>TERMS OF REFERENCE: PROJECT SCOPE AND OBJECTIVES FOR THE GABRIOLA ISLAND OFFICIAL COMMUNITY PLAN AND LAND USE BYLAW REVIEW October 21, 2010</p>
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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 guidelines shall determine the scope of the Review:

1. The review will be completed in two Phases, over two terms;
2. Completion of mapping and incorporation into the OCP;
3. Compliance with Riparian Area Regulations;
4. Recognize the roles and interests of First Nations;
5. Separate OCP drafting from Land Use Bylaw (LUB) drafting in timeline (as per GB-009-2010) with the understanding that the draftings will occur in two phases (as per GB-212-2010), some of which will extend into the next term;
6. Proceed with work on the LUB to align with OCP amendments with the understanding that OCP amendments will occur in two parts (as per GB-212-2010), some of which will extend into the next term;
7. 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;
8. Caution that OCP amendment applications may not be processed during the course of the Review ;
9. Any proposed amendments will be compatible with the objectives and policies to address Greenhouse Gas emission reductions; and,
10. Existing density provisions and build-out for the planning area shall not be increased.

Specific Objectives:

The following actions shall guide the process of the targeted review. The LTC may:

11. Confirm elements of the Community Context, Plan Principles and Major Goals (OCP 1.1 and 1.2) which have been identified and supported by the community;
12. Determine inclusion of a vision statement within the OCP;

13. Commission further research and topic papers as required (as per GB-009-2010);
14. Consider amendments, revisions, and/or additions to objectives, policies and regulations to the following areas of focus:

Phase One Tasks Resulting from Scoping

- Cycle path and bus policies
- Affordable housing update- existing OCP section 2.4 to consider multi-family affordable housing only, outlining considerations for rezoning
- Density transfer/ banking for affordable housing
- Rezoning new RDN parks and ITF nature reserve
- SFN Cultural references
- Hazardous areas and steep slopes
- Technical review- housekeeping and implementation
- Riparian Area Regulations

Phase Two Issues

- 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 (Zero Emissions Vehicles)
15. 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,
 16. Consider organizational & structural changes to the Plan;

General Principles:

17. 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;
18. 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;
19. An OCP is a broad policy document intended to guide future LTC decision-making and which is implemented by other tools, principally zoning;

20. In relation to advocacy policies, an OCP may only state the broad objectives of the community with respect to any matters beyond the jurisdiction of the local trust committee to implement;
21. 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,
22. 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 list of OCP Topic Areas, as discussed and amended at the Gabriola Island Local Trust Committee meeting of July 28, 2011

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. Emergency Housing (changed May 19, 2011)
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

Gabriola Guardian Project: Homelessness Study Interim Report, People for a Healthy Community Gabriola Society (April 21, 2011 LTC meeting)

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
 - e. **Watershed and groundwater protection** - Increased sustainability and quality of freshwater supply (resource: RDN DWWP Program). Overlap with RAR.
 - f. **Small lot manure management** (Added February 18, 2011 LTC direction)
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)
Resource: Food Security Report “Exploring Food Security in the Islands Trust Area” dated November 2010
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

- c. **Protection of archaeological sites;** (GILTC Top Priority List)
 - d. **Protected Area Network** (link to Parks)- (Modified and moved from #9 March 24, 2011 at LTC's direction)
 - e. **Regional Conservation Plan** – Trust Fund Board- (Moved from #9 March 24, 2011 at LTC's direction)
 - 1. Optimum amount of park land
- Resource: Islands Trust Fund Regional Conservation Plan 2011-15
- f. **Exceed Riparian Areas Regulation;** additional mapping and education for the protection of all watercourses regardless of fish habitat status as per June 15, 2011 Staff report - (Added June 28, 2011)

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. **Horticulture use in Community Parks** (added February 18, 2011 LTC direction)

Task: RDN Park rezoning

Miscellaneous

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)

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 Street
 - Community Wildfire Plan

Already Included in the Project Scope (if adopted)

17. First Nations
 - a. Cultural references
 - b. Snuneymuxw First Nation Protocol Agreement Implementation (GILTC Top Priority List)
 - c. Policies about inclusion and harmonization (GILTC initiative)
18. Road-side Signs (added by LTC at July 28, 2011 meeting)
19. Riparian Areas Regulation
 - a. Mapping and policies to protect and meet Provincial Guidelines (staff research)
20. 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.
21. 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
22. 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.
23. Covenants restricting further subdivision (GILTC Top Priority List)
24. 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.

(DRAFT #3) list of recommended Official Community Plan & Land Use Bylaw Phase Two Topic Areas, proposed August 18 by Sheila Malcolmson for the Gabriola Island Local Trust Committee August 19, 2011 meeting

This draft list is intended for discussion toward possible recommendations this LTC might make to the new 2011/2014 LTC about scope for Phase Two of Gabriola's OCP Review. Such recommendations are offered only as a resource and distillation of the LTC's experience in Phase One of the OCP Review. I'm identifying below both personal recommendations and those arising from public input I think would be helpful to investigate further. I remain open-minded to all suggestions and offer this list below for discussion, not an indication of how I'd vote on a final OCP amendment bylaw.

I propose that the LTC discuss this at the August 19 meeting, and where there is consensus, I can bring an amended version to the September meeting for consideration. Items the LTC agrees on in August, I can bring more resources and sample bylaw language to the September meeting. Discussion of this document at Friday's meeting might also help develop the 2012 budget request.

1) AGRICULTURE

- a) **Protection and enhancement of agriculture:** evaluate existing OCP against November Food Security Report recommendations; ask AAC to recommend what Food Security Report recommendations should be adopted (eg DPA to protect farm activity adjacent to new residential developments); extend horticulture as an allowed use in Gabriola LUB all zones (eg Community Parks & Institutional zones). Review Policy re subdivision for a relative in ALR - Section 946. How can the LTC further encourage and support farming?
- b) **Food security**– how can the LTC further encourage growing and buying local food? Advocate that provincial health regulations not inhibit local agriculture and sales. Advocacy statement on securing Brickyard Beach as a community shellfish beach.
- c) **Farm Plan development**
 - Resource: "Exploring Food Security in the Islands Trust Area" dated November 2010;
 - Islands Trust Food Security Webpage (has many links to helpful models, e.g. Agricultural Land Commission model OCP language for local government)
 - Galiano proposed OCP language on advocacy to support local agriculture¹.

2) CLIMATE CHANGE AND RENEWABLE ENERGY

- a) **Renewable energy policies** (Siting and height for wind turbines, biofuels). OCP text to acknowledge existing energy usage and supply (e.g. Coats IPP).
- b) **Implement new OCP climate change policies in LUB** (e.g. setbacks from the ocean), and ensure other OCP policies conform to the May 2010 OCP amendment for Greenhouse Gas Emissions. Ensure form & character DPA guidelines don't prevent renewables (e.g. solar panels).
 - Resource: housekeeping staff report Feb 29/08 page 10
 - Wording from draft Commons bylaws (the biofuels section LTC didn't approve because ALC hadn't approved the biofuels use)
 - Wording from draft GHG reduction policies for Bill 27 that the LTC didn't approve (i.e. proposed policies not supported by APC)

3) ECONOMIC ACTIVITIES

- a) **Village core plan**

- (1) Residential units in VC zone – how to encourage?
 - (2) Review DP7: Form and Character of Commercial Development – existing guidelines require walkways, public open spaces, parking at rear of lot, and landscaping that enhances public space and retains water. Why aren't these being achieved?
 - (3) parking and traffic plan
 - b) **Silva Bay plan** – consider new DP form and character guidelines; harbour anchorage plan, including live-aboards.
 - c) **Tourist Commercial** – review TC Build-out; reconsider TC unit size; floor area ratio and lot coverage values (staff report Feb 29/08)
 - d) **Twin Beaches mall** – consider new DP form and character guidelines
 - e) Road-side Signs – LUB changes? Advocacy to MoTI? (reference existing OCP policy)
 - f) Supporting **local buying** – advocacy
 - g) Encourage development of **Community Economic Development Plan**
Resource: IT economic dependency reports (2006 IT Tourism Forum and 2011 Holman report for TC)
- 4) FIRST NATIONS
- a) Snuneymuxw First Nation **Protocol Agreement Implementation** – LUB implementation
 - b) **Archaeological mapping** with AMB & SFN
 - c) consider **DPA** to flag potential **for archaeological sites**
- 5) HOUSING: AFFORDABLE
- a) **Density transfer policies for cottage densities**: determine limits on unit size when cottage densities are used in multi-family affordable housing projects
 - b) **Residential units in Commercial zones**: investigate why businesses aren't utilizing the residential allowance they now have, and consider encouragements.
 - c) **Accessory Cottages** on 5 acre lots: are they being used for people that really need affordable housing (i.e. is the OCP 30% of income definition being met?). Consider removing accessory cottage allowance, and allow a suite instead. Or, consider limiting cottage physical footprint and allow a slight square footage increase. Or, allow a choice between a suite or a cottage on 5 acre lots.
 - d) **Accessory Buildings**: are there ways to allow toilets in accessory buildings on small lots without them facilitating illegal dwellings, e.g. limit them to one story? (Staff Report January 29, 2010, and floor area measurements staff report Feb 29/08).
 - e) Review **Form and Character Guidelines** for Multi-Dwelling Residential Development, Special Needs and Seniors Affordable Housing (DP8 policies) [do we need to do more than LTC did this term? Might propose deleting] and consider including DP for GHG emissions reduction, water and energy conservation.
 - f) **Cooperation**: advocacy policy on coordination btw agencies (bring Real Estate Foundation, CHMC, BCHousing to ngos proposing affordable housing

projects, as a resource workshop). Policy to encourage Affordable Housing Strategy development.

- g) **Emergency Housing:** consider advocacy statements toward senior governments. Are there any special zoning considerations, other than the existing Multi-Dwelling Affordable Housing OCP policies?
- h) **Secondary Suites:** complete research on water, servicing, other agencies' approvals; mechanisms to ensure affordability (this may be achieved by other LTCs or by Trust Council).

Resources: Gabriola Affordable Housing Needs Assessment Study

Trust Council Community Housing Task Force Reports

Trust Council Affordable Housing Toolkit

Gabriola Affordable Housing Task Force reports

Gabriola Guardian Project: Homelessness Study Interim Report, People for a Healthy Community

Determine whether LTC can make affordable housing use conditional, eg HA to ensure energy & water conservation hardware built in, & rainwater collection

6) HOUSING: FOOTPRINT

- a) **Concentrating/Clustering Development**, to reduce GHG emissions, and/or to facilitate affordable housing (we have some staff reports arising from January 29, 2010 LTC direction, but if this is an area of focus for the new LTC, recommend summary report and confirmation report for staff report on VIHA/RDN view of, and on mapping to reveal areas to concentrate development, and areas to downzone)
- b) **Footprint analysis** (proposed by public in Phase One, but no detail yet on how it would be used)
- c) **Developable Areas** on lots; shadowing on adjacent lots; small lot setbacks (June 19/09 & Feb 29/08 staff reports); consideration of limiting disturbance areas; revisit subdivision layout regulations; limit size of houses; encourage small houses; dark sky/lighting levels (June 19/09 & Feb 29/08 staff reports)
- d) **Mitigating impacts:** Hazardous Areas and Steep Slopes (Development Permit Area DP6); covenants restricting further subdivision on Remainders; policy to develop a Soil Removal Bylaw; consideration of heritage home registration; consider new DPA for GHG emission reduction, energy and water conservation

7) INSTITUTIONAL

- a) Camp Miriam – definition of **recreation camp**
- b) **Communication Towers:** Policies and advocacy – reference new checklist and policies
- c) Community **Composting** site and yard waste policies
- d) Clarify **Use vs User definitions**
- e) **Emergency Access** policies: Church Street and Community Wildfire Plan proposed by FID. Is any more needed than the existing OCP 7.1 r) to w)?
- f) **Youth policies** (Surrey Council example on engagement)

8) PARKS AND OUTDOOR RECREATION

- a) **Trail linkages** and beach access – update OCP Figure 2, map of proposed Trail Connections
- b) **Youth recreation facilities:** policies to encourage
- c) **Density Transfer** for parkland – revisit policy in relation to Forest zone remainders. Consider discontinuing Density Transfer from Resource (since no parkland is created and no conservation covenant required, therefore no environmental public benefit, unlike DT from F zones, where park is created).
- d) **RDN Park rezoning** – technical update, to have zoning reflect adopted RDN management plans and intended uses

9) PROTECTING SENSITIVE ECOSYSTEMS ON LAND

- a) **landowner engagement on voluntary stewardship:** e.g. Offer site visits/workshops w environmental professionals, to voluntarily affect site plan (implementation of OCP 6.1 i)
- b) **Protected Area Network** – identify connectivity possibilities
- c) **Regional Conservation Plan** – Implement Islands Trust Fund Regional Conservation Plan 2011-15
- d) **Ecosystem protection** – map & ID tools for protection on private land; amphibian habitat; identify and protect ecosystems especially sensitive to climate change.
- e) ID **density-sending areas** (based on ecosystem & groundwater mapping)
- f) Advocacy statements to encourage **community mapping and wildlife monitoring**
- g) Advocacy and stewardship on **invasive species, and on habitat restoration** (e.g. salmon streams)

10) PROTECTING COASTLINE

- a) **Landowner engagement on voluntary stewardship:** ideas flowing from forthcoming Green Shores project recommendations. Encourage habitat restoration (e.g. eelgrass).
- b) Further regulate seawalls, minimize land disturbance (incl advocacy on MoT ditch-clearing)
- c) Increased **protection of coastal archaeological sites**
- d) Consider **creation of one Coastal DPA** incorporating the following:
 - i) Review existing DPA policies – Locke Bay Area, Flat Top Islands Area, Gabriola Pass Area.
 - ii) Consider new DPA to **Protect Eagle Perch Trees**
 - iii) consider new **coastal steep slopes DP** as per consultants' report
 - iv) consider DPA to flag potential for coastal archaeological sites

Resources: Trust Council shoreline mapping project: January UBC workshop will illustrate how natural forces shape the physical environment of islands.

Eagle perch tree mapping done for LTC by GROWLs

Eel grass mapping and report done for LTC by Topographics (with island volunteers)

question: Can LTC waive DP application if development is smaller than a specified footprint and area of land disturbance?

11) TRANSPORTATION

- a) **Zero Emissions Vehicles:** consider charge-up stations and preferential parking in commercial zones
- b) **Public Transit** (insert bus route map if adopted by RDN)
- c) *Check other transportation recommendations from VRC, like gravel quality advocacy*
- d) **Green Wharf:** Advocacy and retention of the wharf – *is there more to do?*
- e) Airfield advocacy: link to Transport Canada agreements
- f) **Ferry fare advocacy**
- g) Establish **Transportation Advisory Commission** to advise on OCP implementation
- h) **Other advocacy/partnership projects outside OCP:**
 - i) Section 42 roads – how to get them designated properly (Wharf Road and sections of North Road in particular)
 - ii) Policies of, and Memorandum of Understanding, with Ministry of Transportation regarding maintenance of roads, emergency access, rights of way, heritage/scenic roads, and traffic safety at Ferry Terminal and in Village Core.

12) WATERSHED AND GROUNDWATER PROTECTION

- a) **Water conservation:**
 - (1) **Rainwater collection** - advocacy on incentives; consider DPA for water conservation – map for groundwater-scarce and groundwater-vulnerable areas, where new construction could trigger mandatory rainwater collection.
 - (2) **Water saving technologies:** Consider DPA for water conservation (would require low flush toilets etc at time of new construction)
- b) **Groundwater protection:** mapping; consider more specific advocacy statements on septic field inspection and repair; LUB change on small lots to require manure management; further policies to encourage groundwater recharge (eg swales for stormwater management in subdivision regulations); advocacy about hydrofracturing.
- c) **Watershed protection:** Mapping and policies to protect fish habitat and meet Provincial Riparian Areas Regulation; additional mapping and education for the protection & restoration of watercourses regardless of fish habitat status (June 15, 2011 staff report); Review DPA policies for Hoggan Lake & Locke Bay Area.
 - Resources: RDN DWWP program, staff, mapping
 - VRC recommendations on water and septic
 - Acknowledge much depends on Provincial Water Act changes
 - Frog pond mapping done for LTC by GROWLS

13) IMPLEMENTATION

- a) misc bylaw amendments identified in Feb 29/08 staff report, page 6-11

- b) Legislative review
- c) Formatting – modifications to tie OCP goals to the policies and to make the document more user-friendly
- d) Islands Trust Policy Statement Review (by staff) – identify directive statements missing from Gabriola OCP
- e) LUB amendments in tandem with OCP revisions.

¹ **Galiano LTC Agricultural Advocacy Policies, proposed for OCP (first reading August 2011)**

- The local trust committee will support efforts to increase local food security,

including:

- i) development of a comprehensive food security strategy;
- ii) creation of an Area Farm Plan;
- iii) promotion of sustainable and organic farming;
- iv) increased food processing, slaughtering and storage facilities in the community;
- v) the establishment of co-operatives and farm alliances;
- vi) implementation of community supported agriculture;
- vii) efforts to promote locally grown food;
- viii) promotion of composting and seed saving.

Kaitlin Kazmierowski

From: Gisele Rudischer <giselerudischer@gmail.com>
Sent: August-17-11 10:41 AM
To: Sheila Malcolmson; Deborah Ferens; Louise Bell
Cc: pandje@shaw.ca; Kaitlin Kazmierowski; Chris Jackson
Subject: Forestry density transfers

Trustees....

I would like to suggest that the issue of Forestry zoned remainder parcels that result from density transfers be considered in Phase Two of the review if not sooner. When density is transferred from a Forestry zoned parcel and the remainder is less than 20 acres, the remainder should be accepted as a density for transfer as suggested by Jacinthe Eastick. This would keep the parcels in one large piece; un-fragmented and un-subdivided.

Perhaps a policy such as "density transfers that include the subdivision of the donor lot will not be accepted; for every 20 acres of donated Forestry land or portion, thereof, one density may be transferred to the Resource (or whichever) zone".

These remainders exist as a lot with a density after the rest of the Forestry densities of the parcel are transferred and the land donated for Wilderness Recreation. Such a policy would protect the Forestry parcels from further fragmentation.

Gisele

Kaitlin Kazmierowski

From: Jacinthe <pandje@shaw.ca>
Sent: August-15-11 3:27 PM
To: Deborah Ferens; Louise Bell; Sheila Malcolmson
Cc: Chris Jackson; Kaitlin Kazmierowski
Subject: Proposal for an OCP Amendment Bylaw

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Trustees,

As you know I support the concept of a community clinic but had a lot of objection to the location of the clinic for three reasons: not in proximity of the Village Core, creation of a potential loss of 16 acres of land dedication and addition of another Institution zoned lot when our inventory of such zoned lots is significant. When making a decision, all ramifications must be weighted. I have written to staff and to the newspapers about my idea of initiating an OCP Amendment Bylaw to create yet another precedent for the remainder of the Forestry Lot. That exception would allow for the transfer of all four pre-existing densities despite the density transfer provisions in the OCP.

I see that the topic of discussion at your meeting this Thursday is to discuss the workplan for the ongoing OCP/LUB review. If the goal is still to retain large unfragmented lots, which I believe to be a good policy, I would like to propose:

- that the density transfer provision from Forestry and Resource Lands be reviewed
-
- that an inventory of all potential “donor” lots, in those two Zones, be made to identify all the potential “donor” lots that would automatically be further fragmented as a result of a density transfer on account of them not being dividable by 20 acres,
-
- that you initiate an OCP/LUB amendment Bylaw to allow the transfer of all the pre-existing densities of those identified “donor” lots despite the current density transfer provisions, and
-
- that you do not accept any new density transfer application (s) until such a review is completed.
-
-
- Thanking you for your consideration,

Jacinthe B. Eastick



Memorandum

700 North Road Gabriola Island, BC V0R 1X3

Telephone 250. 247-2063 FAX: 250. 247-7514

Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC 1.800.663.7867

northinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date July 20 , 2011

To Gabriola Island Local trust Committee
For meeting of July 28, 2011

From Kaitlin Kazmierowski
Island Planner

Re 2012/13 Budget Requests

Deadlines to submit budget requests to support Local Trust Committee (LTC) work programs in fiscal year 2012-13 are approaching. Budget requests need to be forwarded to the Director of Local Planning Services by the end of September for submission to the Financial Planning Committee (FPC) in October.

To assist with OCP/LUB and program budget request submissions, the table below summarizes a suggested cost for items currently identified in the Work Program. If there are items that the LTC does not anticipate proceeding with in the 2012-13 fiscal year please indicate that they should be removed from the budget request. If the LTC has additional work that it anticipates proceeding with next year, it should identify it by resolution and include the item on the Work Program. The Chair of FPC has requested that all LTC-specific budget requests be supported by LTC resolutions and inclusion of the item on the Work Program where relevant. This may include certain topics identified in scoping documents regarding Phase Two of the OCP/LUB Review. It should be noted that the topics included in the table for Phase Two were scoped from the following documents:

- Terms of Reference: Project Scope and Objectives for the Gabriola Island OCP and LUB Review
- DRAFT list of OCP Topic Areas, as discussed and amended at the Gabriola Island Local Trust Committee Meeting of May 19, 2011

The table below is meant to serve as a guide for discussion. It is recommended that the LTC provide direction to staff on the suggestions below via resolution in order to meet the FPC deadline.

Respectfully Prepared and Submitted By:

Kaitlin Kazmierowski
Island Planner

Work Program Item	Tasks	Budget Request
OCP/ LUB Review	<u>Phase 1 (continued)</u> <ul style="list-style-type: none"> RAR policy development (Communications materials, public hearing, extra meetings) 	\$2,000
	<u>Phase 2 to begin in 2012:</u> Affordable housing <ul style="list-style-type: none"> Secondary suites, emergency housing Footprint analysis 	\$3,000
	Watershed and groundwater protection <ul style="list-style-type: none"> Mapping, study, communications materials 	\$10,000
	Protection and enhancement of food security <ul style="list-style-type: none"> Gabriola Island Agriculture plan/ food security policy development 	\$3,000
	Renewable energy <ul style="list-style-type: none"> Policy development Community energy Plan 	\$3,000
	Protection of sensitive lands and ecosystems <ul style="list-style-type: none"> New DP, education, communication 	\$2,000
	Economic Activities <ul style="list-style-type: none"> Plans: Village core, Silva Bay, Twin Beaches (new DP for Form and Character) Tourist Commercial update 	\$5,000
	Land Transportation <ul style="list-style-type: none"> Zero Emissions Vehicles policies & communications 	\$1,000
	LUB Update <ul style="list-style-type: none"> Communications, extra meetings, public hearing 	\$1,000
Snuneymuxw First Nations Protocol Agreement Implementation	Communications materials, facilitator, meetings	\$2,000
Mudge APC Appointments	Currently underway	\$0
Development Approval Information Bylaw	Drafting of bylaw and final adoption	minimal
Mudge and DeCourcy Island GHG emission inventories	Consultant, report, communications, extra meetings	\$7,000
DeCourcy OCP review and APC appointments	Special meetings, APC meetings, Community Information Meetings/ Open houses, communications material, public hearing	\$3,000
Establishing a Transportation Advisory Planning Commission	Notifications for expressions of interest/ advertising, meetings	\$2,000

TOTAL REQUEST: \$44,000

Draft: Timeline Overview for Remaining Topics in Phase One- 07/28/11

Task	Approx. Months	Start	Finish
Topic: Rezoning of RDN Parks			
Meeting between Islands Trust and RDN to discuss the process and timeline		June 20	June 20
Staff prepares report, options and draft bylaw wording as per LTC direction (Resolution required)	2-3	July	September
CIM, date to be decided	0.5	September	September
Bylaw readings, referrals, Public Hearing	3	September	November
Topic: Hazardous Areas and Steep Slopes			
Public consultation strategy- referral to VRC		June 20	June 20
Finalization of draft maps and public consultation strategy (Staff report)	1	July	September
Public consultation (possibly with Consultant in attendance)	1-2	September	October
Finalization of maps and drafting of bylaw (possible referral to VRC)	1-2	October	November
Topic: Riparian Areas Regulation			
LTC meeting: LTC consideration of additional mapping requirements as per June 8, 2011 staff report	1	June 28	July 28
Additional mapping RFP process and consultant selection	2	July	September
Consultant mapping		September	October
Receipt of final consultant report and draft maps	3	October	December