



Revised to include late items

**GALIANO ISLAND
LOCAL TRUST COMMITTEE
BUSINESS MEETING AGENDA
TO COMMENCE AT 1:00 PM, MONDAY, DECEMBER 13, 2010
AT THE SOUTH COMMUNITY HALL
141 STURDIES BAY ROAD, GALIANO ISLAND, B.C**

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

	Page #	*Approx. Time*
1. CALL TO ORDER		1:00 pm
2. APPROVAL OF AGENDA		
2.1 Questions on Agenda Items		
2.2 Town Hall Session		
3. COMMUNITY INFORMATION MEETING - none		
4. PUBLIC HEARING – none		
5. PREVIOUS MEETINGS		
5.1 Local Trust Committee Minutes for Adoption		1:15 pm
5.1.1 Minutes of November 8, 2010 Local Trust Committee Business Meeting (attached)	1	
5.1.2 Minutes of October 26, 2010 Local Trust Committee Special Meeting (attached)	12	
5.1.3 Minutes of November 30, 2010 Local Trust Committee Special Meeting (attached)	18	
5.2 Public Hearing Records and Community Information Meeting Notes		
5.3 Section 26 Resolutions-without-meeting - none		
5.4 Advisory Planning Commission		
5.4.1 Minutes of December 1, 2010 Advisory Planning Commission Meeting (attached as late item)		
6. BUSINESS ARISING FROM THE MINUTES		1:30 pm
6.1 Follow-up Action Report (attached)	25	
7. DELEGATIONS - none		

8. **CORRESPONDENCE** (attached) 1:45 pm
[correspondence received concerning applications and/or projects is considered with the application]
- 8.1 **Graham Coleman dated October 16, 2010 re: Fences** 27
 - Staff recommends that the LTC receive the correspondence.
 - 8.2 **Dana Weber dated October 28, 2010 re: Unacceptable Noise from Gunfire** 28
 - Staff recommends that the LTC direct staff to prepare a response.
 - 8.3 **Eileen Beaudine dated October 28, 2010 re: Gun Club disturbance** 29
 -- Staff recommends that the LTC direct staff to prepare a response.
 - 8.4 **Conny Nordin dated November 8, 2010 re: Development Permit Zone** 30
 - Staff recommends that the LTC forward to Planner Kojima to be considered in the OCP Review.
 - 8.5 **Carolyn Jerome dated November 16, 2010 re: Legal Decision and Short Term Vacation Rentals on North Pender** 32
 - Staff recommends that the LTC directs staff to prepare a response.

9. **APPLICATIONS, PERMITS, BYLAWS AND REFERRALS** - none

----- BREAK (15 minutes) -----

10. **LOCAL TRUST COMMITTEE PROJECTS** 2:15 pm
- 10.1 **GL-LUB-2010.1 (various Land Use Bylaw Text Amendments) – Draft Bylaw No. 209 - for consideration of First Reading** (attached) 33
 - 10.2 **GL-OCP-2010.2 (various Land Use Bylaw mapping Amendments) - Draft Bylaw No. 211 (OCP Amendment) and Draft Bylaw No.212 (LUB Amendment – for consideration of First Reading** (attached as a late item)
 - 10.3 **OCP Review** (attached as a late item)

11. REPORTS	4:00 pm
11.1 Work Program Reports - for Information	
11.1.1 Galiano Island Local Trust Committee Work Program - Report dated December, 2010 (attached)	37
11.1.2 Excerpt from the 2008-2011 Trust Council Strategic Plan (attached)	41
11.2 Applications Report - for information	
11.2.1 Galiano Island Applications Report dated December, 2010 (attached)	49
11.3 Expense/Budget Reports - for information	
11.3.1 Trustee and Local Expenses (attached)	54
11.3.2 Adopted LTC Budget 2009/2010 (attached)	55
11.4 Bylaw Enforcement -none	
11.5 Policies and Standing Resolutions Report (attached) – for information	56
11.6 Galiano Island LTC Web Page for Review (attached) – for information	58
11.7 Chair’s Report	
11.8 Trustee Report	
12. NEW BUSINESS	4:20 pm
12.1 Upcoming Meetings	
12.1.3 Local Trust Committee Business Meeting at 1:00 p.m. Monday, February 14, 2011, South Community Hall, Galiano Island	
12.2 Galiano APC Appointments Expiring (attached)	60
13. MOTION TO CLOSE MEETING	4:30 pm
<p>THAT, pursuant to Section 90(1)(i) of the Community Charter, the Galiano Island Local Trust Committee resolves to close the meeting to the public to consider legal advice and to adopt Galiano Island Local Trust Committee In Camera Minutes of November 8, 2010, November 30, 2010(1) and November 30, 2010 (2); and further that Island Planner Gary Richardson and Minute Taker David Millership remain present.(distributed under separate cover)</p>	
14. RECALL TO ORDER	5:00 pm
14.1 Rise and Report from Closed Meeting	
15. TOWN HALL MEETING	
16. ADJOURNMENT	5:30 pm

**Minutes Subject To
Approval By
Local Trust Committee**

DRAFT

**MINUTES OF THE GALIANO ISLAND
LOCAL TRUST COMMITTEE MEETING
HELD ON MONDAY, NOVEMBER 8, 2010 AT 1:00 PM
AT THE SOUTH ISLAND COMMUNITY HALL,
GALIANO ISLAND, B.C.**

<u>PRESENT:</u>	Gary Steeves	Chair
	Sandy Pottle	Local Trustee
	Louise Decario	Local Trustee
	Gary Richardson	Island Planner
	David Millership	Recording Secretary

There were approximately twelve (12) members of the public present.

1. CALL TO ORDER

Chair Steeves called the meeting to order at 1:00 p.m. Introductions were made and the meeting introduced.

2. APPROVAL OF AGENDA

Chair Steeves asked for any additions or changes to the agenda. Additions, changes and/or notes were as follows:

- *Added Item 8.3* – Gary Moore letter dated October 26, 2010 re: Forest Advisory Committee Report Pending
- *Added Item 8.4* – Erica Pelletier letter dated October 26, 2010 re: Galiano Land and Community Housing Trust
- *Added Item 8.5* – Michael Hoebel email dated November 6, 2010 re: Library septic and a request
- *Added Item 11.1.3* – Report of the Forest Policy Advisory Committee
- *Moved Item 13 to Item 14* – Motion to Close Meeting
- *Moved Item 14 to Item 15* – Recall to Order
- *Moved Item 15 to Item 13* – Town Hall Meeting

The agenda as amended was approved by consent.

2.1 Questions on Agenda Items

Chair Steeves commented that he had recently reviewed meeting guidelines regarding the acceptance and adding of late items to the agenda and stated that unless an issue(s) or item(s) is of a time sensitive nature it should not be accepted as late and instead put on the next months agenda – this will allow the Local Trust Committee (LTC) to have enough time to review all relevant information and continue to make informed and thoughtful decisions.

2.2 Town Hall Session

Chair Steeves opened the meeting to the public for comments.

Tom Hennessy stated support for density equity regarding senior housing and affordable housing.

3. COMMUNITY INFORMATION MEETING

None

4. PUBLIC HEARING

None

5. PREVIOUS MEETINGS

5.1 Local Trust Committee Minutes for Adoption

5.1.1 Minutes of October 18, 2010 Local Trust Committee Business Meeting

Amendments:

- *Page 4 Item 6.1 second paragraph* – replace “Trustee Decario requested of Planner Richardson that any changes relating to the Romagnoli draft covenant be sent to Islands Trust legal council – specifically regarding a request by the owners to extend deadlines for any issues that may arise.” with “Trustee Decario requested of Planner Richardson that the latest Romagnoli draft covenant be sent to Islands Trust legal counsel – specifically regarding a request by the owners to extend deadlines for response times as they live out of the country.”
- *Page 6 Item 8.4 Resolution GL-LTC-103-10* – replace “from Draft Land Use Bylaw No. 209 changes.” with “as a permitted use in the R3 zone.”

The Minutes of October 18, 2010 Local Trust Committee Business Meeting were approved as amended by consent.

5.1.2 Minutes of October 7, 2010 Local Trust Committee Special Meeting

Amendments:

- *Page 2 Item 4.1 Item 1. Preamble* – replace “recommended to incorporate Steering Committee suggestions along with made to first draft.” with “recommended to incorporate Steering Committee suggestions.”

The Minutes of October 7, 2010 Local Trust Committee Special Meeting were approved as amended by consent.

5.1.3 Minutes of October 15, 2010 Local Trust Committee Special Meeting

The Minutes of October 15, 2010 Local Trust Committee Special Meeting were approved by consent.

5.2 Public Hearing Records and Community Information Meeting Notes

5.2.1 Record of October 18, 2010 Reconvened Public Hearing

Provided for information purposes only.

5.3 Section 26 Resolutions-without-meeting

Planner Richardson read one (1) resolution.

5.4 Advisory Planning Commission

None

6. BUSINESS ARISING FROM THE MINUTES

6.1 Follow-up Action Report

Planner Richardson provided information.

7. DELEGATIONS

None

8. CORRESPONDENCE

Correspondence items are received by virtue of being on the agenda.

8.1 Dave Parent letter dated October 7, 2010 re: Gun Noise Pollution

There was some discussion regarding Capital Regional District (CRD) Director Ken Hancock possibly convening a meeting with the Galiano Rod and Gun Club and surrounding neighbours – if the CRD is currently dealing with this issue then the LTC need not do anything further at this time.

8.2 Erica Pelletier email dated October 25, 2010 re: Square footage of cottages: interior measurement

Resolution GL-LTC-120-10

It was Moved and Seconded that the Galiano Island Local Trust Committee directs Staff to forward Erica Pelletier email dated October 25, 2010 re: Square footage of cottages: interior measurement to Planner Kojima for consideration in the Official Community Plan review.

CARRIED

8.3 Gary Moore letter dated October 26, 2010 re: Forest Advisory Committee Report Pending

Resolution GL-LTC-121-10

It was Moved and Seconded that the Galiano Island Local Trust Committee forward Gary Moore letter dated October 26, 2010 re: Forest Advisory Committee Report Pending to Islands Trust Planning Staff for inclusion in the Official Community Plan review.

CARRIED

8.4 Erica Pelletier letter dated October 26, 2010 re: Galiano Land and Community Housing Trust

Resolution GL-LTC-122-10

It was Moved and Seconded that the Galiano Island Local Trust Committee directs Staff to forward Erica Pelletier letter dated October 26, 2010 re: Galiano Land and Community Housing Trust to Planner Kojima for consideration in the Official Community Plan review.

CARRIED

8.5 Michael Hoebel email dated November 6, 2010 re: Library septic and a request

Resolution GL-LTC-123-10

It was Moved and Seconded that the Galiano Island Local Trust Committee directs Staff to send a letter to the Capital Regional District in support of the Towns for Tomorrow application and that the letter be drafted by Trustee Decario to be signed by the Chair.

CARRIED

9. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS

None

Note: there was a break at 1:50 p.m. and the meeting reconvened at 2:10 p.m.

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 GL-LUB-2010.1 (various Land Use Bylaw Amendments)

Planner Richardson provided information from staff report dated October 29, 2010 Re: Land Use Bylaw Amendments

Trustee Decario asked Planner Richardson to identify any additional amendments other than those related to mapping.

Planner Richardson responded that any additional amendments are either signage or mapping related only and that Planner Kojima is handling those items.

Reference items one (1) through three (3) of *Table 1: Land Use Bylaw Sections for Amendment* were each discussed by the LTC in relation to agreement of staff recommendations.

Chair Steeves welcomed comments from the public throughout the discussion.

1. *Agreement with below resolution.*

Resolution GL-LTC-124-10

It was Moved and Seconded that the Galiano Island Local Trust Committee directs Staff to move the subject matter of split-zoned lots and items aa and bb to the projects list.

CARRIED

2. *Agreement with below resolution.*

Resolution GL-LTC-125-10

It was Moved and Seconded that the Galiano Island Local Trust Committee directs Staff to proceed with wording as amended by Staff in Draft Bylaw No. 209 which would delete target ranges as a permitted use in the R3 zone.

CARRIED

3. *Agreement with below resolution.*

Resolution GL-LTC-126-10

It was Moved and Seconded that the Galiano Island Local Trust Committee directs Staff to proceed with wording as recommended by Staff in Staff Report dated October 29, 2010 Re: Land Use Bylaw Amendments Table 1: Land Use Bylaw Sections for Amendment Item three (3) which would allow all types of liquor to be sold.

CARRIED

There was further discussion regarding Staff Report dated October 29, 2010 Re: Land Use Bylaw Amendments and Draft Bylaw No. 209.

Geoff Paterson stated support for increasing the permitted size of accessory buildings in the agricultural zone so that owners do not have to incur unnecessary variance application costs.

Doug Latta stated support for increasing the permitted size of accessory buildings in the agricultural zone and farming in general.

Ursula Deshield stated support for people who grow food and spend money doing so. She stated concern regarding any potential changes to permitted density relating to split-zoned lots.

Tom Hennessy stated support for all comments made thus far and for non-agricultural landowners not being penalized in any way in the future.

Chair Steeves responded that if a property has “farm” status then it wouldn’t be affected.

There was some discussion regarding increasing the permitted size of accessory buildings in the agricultural zone and the LTC instructed Planner Richardson to replace 140 with 250 and 186 with 500 in Draft Bylaw No. 209 Item 1. b).

There was some discussion regarding fence heights and the building of fences within a setback area. The LTC instructed Planner Richardson to update wording in Draft Bylaw No. 209 Item 1. e) to allow a maximum fence height of 1.8 metres and to not allow fences to be built within a setback(s) from the sea or surface water course(s).

There was some discussion regarding Draft Bylaw No. 209 Item 1. x) relating to neighbourhood public house and subsection 17.1.27. The LTC instructed Planner Richardson not to delete subsection 17.1.27 but to instead update the wording of subsection 17.1.27 by removing Class D Liquor License and replacing it with Primary Liquor License and/or an establishment licensed under the Liquor Control Act.

Planner Richardson will make the above changes and have them ready for the LTC to review at the next meeting.

11. REPORTS

11.1 Work Program Reports

11.1.1 Galiano Island Local Trust Committee Work Program - Report dated October 2010

Provided for information purposes only.

11.1.2 Excerpt from the 2008-2011 Trust Council Strategic Plan

Provided for information purposes only.

11.1.3 Report of the Forest Policy Advisory

Provided for information purposes only.

11.2 Applications Report

11.2.1 Galiano Island Applications Report dated October 2010

Planner Richardson provided information and applications were discussed with regards to status and action. Planner Richardson will update the report accordingly.

11.3 Expense/Budget Reports

11.3.1 Trustee and Local Expenses

Provided for information purposes only.

11.3.2 Adopted LTC Budget 2009/2010

Provided for information purposes only.

11.4 Bylaw Enforcement

None

11.5 Policies and Standing Resolutions Report

Provided for information purposes only.

Planner Richardson noted that October 18, 2010 Resolution GL-LTC-115-10 re publishing notices beyond legal requirements was added.

11.6 Galiano Island LTC Web Page for Review

Amendments:

UNDER ADVISORY GROUPS

- *Add* – Forest Policy Final Report

UNDER LAND USE BYLAW REVIEW

- *Add* – Staff report dated October 29, 2010 Re: Land Use Bylaw Amendments (the most recent one)

11.7 Chair's Report

Chair Steeves stated that the next Trust Council Meeting would take place on December 7-9, 2010 in Victoria and that Galiano's budget would be discussed. Chair Steeves stated that the Local Planning Committee would meet on November 10, 2010, that the Executive Committee is following up with regards to derelict vessels and will meet with Honourable Murray Coell and that glass sponge reefs are being pushed for protection.

11.8 Trustee Report

Trustee Pottle stated that she would attend special meetings on November 17, 2010 and November 30, 2010 as well as a Steering Committee meeting to discuss the Forest Policy Final Report on November 10, 2010.

Trustee Decario stated that she would attend special meetings on November 17, 2010 and November 30, 2010, a Steering Committee meeting to discuss the Forest Policy Final Report on November 10, 2010 and a Local Planning Committee meeting to discuss a food security report on November 10, 2010. Trustee Decario stated that she is on the housing taskforce that makes recommendations regarding affordable and senior housing, that the Islands Trust Fund 2011-2015 Regional Conservation Plan is an excellent report and that she supports protected area networks as a “goal” not just an “action”.

Resolution GL-LTC-127-10

It was Moved and Seconded that the Galiano Island Local Trust Committee endorses the Islands Trust Fund 2011-2015 Regional Conservation Plan.

CARRIED

12. NEW BUSINESS

12.1 Upcoming Meetings

12.1.1 Special OCP Review Meeting at 1:00 pm, November 17, 2010, Lions Park Hall, Galiano Island

The meeting is scheduled as stated.

12.1.2 Special OCP Review Meeting at 1:00 pm, November 30, 2010, South Community Hall, Galiano Island

The meeting is scheduled as stated.

12.1.3 Local Trust Committee Business Meeting at 1:00 p.m. Monday, December 13, 2010, South Community Hall, Galiano Island

The meeting is scheduled as stated.

Trustee Decario stated that the above meetings have been posted on www.ActiveGaliano.org.

13. TOWN HALL MEETING

Chair Steeves opened the meeting to the public for comments.

Ursula Deshield stated support for finding out what the original intent of split-zoned lots was and for clarifying rules regarding agricultural setbacks within split-zoned lots.

Planner Richardson responded that he would look into things and report back at the next meeting.

Tom Hennessy stated concern regarding new bylaws - if adopted – maybe impacting his own property. Mr. Hennessy asked if there is a grace period for compliance once new bylaws are adopted.

Chair Steeves responded that Mr. Hennessy should speak with Planner Richardson with regards to specific property concerns and new bylaws – if adopted. Chair Steeves stated that a bylaw goes into effect at the time it is signed into law.

There was some discussion regarding cottages maybe being permitted on agricultural zoned lands, legal pre-existing and legal non-conforming terms and the grandfather clause.

14. MOTION TO CLOSE MEETING

Resolution GL-LTC-128-10

It was Moved and Seconded THAT, pursuant to Section 90(1)(i) and 90(2)(b) of the Community Charter, the Galiano Island Local Trust Committee resolves to close the meeting to the public to consider legal advice and to adopt Galiano Island Local Trust Committee In Camera Minutes of October 15, 2010 and October 18, 2010; and further that Island Planner Gary Richardson and Minute Taker David Millership remain present.

CARRIED

Note: the public was asked to adjourn at 4:25 p.m.

See separate In Camera Meeting minutes dated November 8, 2010.

Note: the public reconvened at 5:35 p.m.

15. RECALL TO ORDER

15.1 Rise and Report from Closed Meeting

Resolution GL-LTC-130-10

It was Moved and Seconded that the Galiano Island Local Trust Committee opens the meeting to the Public.

CARRIED

16. ADJOURNMENT

Resolution GL-LTC-131-10

It was Moved and Seconded that the meeting be adjourned at approximately 5:40 p.m.

CARRIED

RECORDER

CHAIR

**MINUTES OF THE GALIANO ISLAND
LOCAL TRUST COMMITTEE SPECIAL MEETING
HELD ON TUESDAY, OCTOBER 26, 2010, 1.00 PM
AT THE SOUTH COMMUNITY HALL
141 STURDIES BAY ROAD, GALIANO ISLAND, B.C.**

PRESENT:	Sheila Malcolmson	Chair
	Louise Decario	Local Trustee
	Sandy Pottle	Local Trustee
	Robert Kojima	Island Planner
	Patricia Joyce	Minute Taker

There were approximately nine (9) members of the public present.

1. CALL TO ORDER

Chair Malcolmson called the meeting to order at 1.05pm. Introductions were made and the meeting introduced. Chair Malcolmson indicated her pleasure in attending this meeting on Galiano, which helps her keep up to date with the progress of the Galiano Official Community Plan (OCP) Review.

2. APPROVAL OF AGENDA

Chair Malcolmson asked for any additions to the agenda.

2 items of Correspondence were brought forward, received, and added.

The Agenda as amended was adopted by consensus.

3. CORRESPONDENCE

3.1 Galiano Ratepayers Association, Dated October 25, 2010.

The letter from the Galiano Ratepayers Association, dated October 25th, was Received.

3.2 Paul LeBlond, Dated October 23 2010.

The letter from Paul LeBlond, dated October 23rd, was Received.

4. OCP REVIEW PROJECT

4.1 Development Permit Areas

Chair Malcolmson invited Planner Kojima to introduce the Staff Report on Development Permit Areas (DPA): File No. GL-OCP-2009.1

Planner Kojima reviewed the Background section found on page 1 & 2, noting that Galiano Island has a few Development Permit Areas already.

Questions from the Trustees were answered as Planner Kojima explained the application process, fees, and the cost to the owner/applicant in retaining a professional for assessment purposes.

Chair Malcolmson asked about using the Advisory Planning Commission.

Planner Kojima explained that once a Development Permit is issued, the owner/applicant must comply with the conditions stipulated. If necessary, these conditions may be enforced by Bylaw Enforcement and ultimately the courts. .

Questions from the public regarding Removal of Vegetation and the placing of Ponds were answered by Planner Kojima.

4.1.6 Proposed new Commercial and Industrial Form and Character DPA (DPA6)

This item was brought forward at this time in the interests of members of the public who wish to comment.

Planner Kojima reviewed this section of the Staff Report.

The Chair invited comment from the Public.

Mr. A. Loveridge spoke on behalf of the Galiano Ratepayers Association, (correspondence attached). He requested that any decision on this Proposed DPA be postponed for 1 or 2 years, so that the Local Trustees have an opportunity to consult with Galiano business owners, and discover a broader view of the pros and cons of this item.

Ms. Elizabeth Latta asked whether or not the Galiano Island Recycling site would be subject to a DPA. It would not.

Other members of the public suggested that this Proposed DPA may not be suitable or necessary for Commercial Premises.

The Trustees indicated that they do not feel comfortable about making a decision about a form and character DPA at this time.

Planner Kojima suggested that this DPA could be left out for the time being; that a place holder would allow for later insertion, and that the draft provisions could be referred to the Advisory Planning Commission.

Resolution-GL-LTC-120-10

It was Moved and Seconded that the Galiano Island Local Trust Committee refer proposed new Commercial and Industrial Form and Character Development Permit Area (DPA6) to the Galiano Island Advisory Planning Commission for comment within 6 weeks, on whether or not the Local Trust Committee should adopt such a Development Permit Area, and if so what should be included.

CARRIED

Chair Malcolmson complimented the Local Trustees on this Resolution.

4.1.1 Riparian DPA (DPA 1)

Planner Kojima reviewed this section showing on a map the locations of these Areas. Mapping updates could be carried out by contracting with the Galiano Conservancy.

Resolution-GL-LTC-121-10

It was Moved and Seconded that the Galiano Island Local Trust Committee direct Staff to revise the Riparian Development Permit Area to incorporate the model Riparian Area Regulations Development Permit Area provisions attached to the staff report of October 20, 2010 and that the Riparian Development Permit Area mapping be updated if feasible.

CARRIED

Resolution-GL-LTC-122-10

It was Moved and Seconded that the Galiano Island Local Trust Committee direct Staff to consider the use of the words "should" and "shall" in drafting Development Permit Application language.

CARRIED

4.1.2 Marine and Intertidal (DPA2)

Planner Kojima reviewed this DPA and indicated that new mapping for the Trust Area is an initiative of Trust Council.

The Galiano Island Local Trust Committee would like an update from Staff on Mapping of Shoreline timeline for their next meeting.

4.1.3. Tree Cutting and Removal DPA (DPA3)

The Trustees asked Staff to include in draft 3 the noted minor revisions to address climate change and also include reference to ground water retention.

4.1.4. Elevated Groundwater Catchment Areas (DPA4)

This item has been previously discussed. No changes are necessary.

Resolution-GL-LTC-123-10

It was Moved and Seconded that the Galiano Island Local Trust Committee direct Staff to retain the Marine and Intertidal, Tree Cutting and Removal, and Elevated Groundwater Catchment Development Permit Areas with minor revisions

CARRIED

4.1.5 Proposed new Sensitive Ecosystem DPA (DPA 5)

Planner Kojima reviewed this item, referencing the Sensitive Ecosystem Mapping Report prepared by Kate Emmings, which compares two mapping products: Islands Trust Eco-system Mapping and Sensitive Eco-system Mapping.

Resolution-GL-LTC-124-10

It was Moved and Seconded that the Galiano Island Local Trust Committee direct Staff to include a new Sensitive Ecosystem Development Permit Area with the designation based on the Islands Trust Eco-system Mapping mapping, that the Islands Trust Eco-system Mapping mapping be updated if feasible, and incorporate the model Sensitive Ecosystem Development Permit Area provisions attached to the staff report of October 20, 2010.

CARRIED

4.1.6. Proposed new Commercial and Industrial Form and Character DPA (DPA6)

Resolution-GL-LTC-125-10

It was Moved and Seconded that the Galiano Island Local Trust Committee refer correspondence dated October 25, 2010, and October 23, 2010, to the Advisory Planning Commission.

CARRIED

4.1.7 Proposed new Steep Slope Hazard DPA (DPA 7)

Planner Kojima reviewed this item. Questions from the public were discussed.

Resolution-GL-LTC-126-10

It was Moved and Seconded that the Galiano Island Local Trust Committee direct Staff to include a new Steep Slope Hazard Development Permit Area incorporating the draft provisions attached to the staff report of October 20, 2010.

CARRIED

4.2 Groundwater Study - Proposed Terms of Reference

Planner Kojima indicated that this is a revised draft as requested by the Trustees and if they agree, he will proceed to implement the Study.

Trustee Decario asked for an addition in Objectives 1.

Resolution-GL-LTC-127-10

It was Moved and Seconded that the Galiano Island Local Trust Committee direct Staff to define critical groundwater areas to include both recharge and water deficient areas.

CARRIED

Resolution-GL-LTC-128-10

It was Moved and Seconded that the Galiano Island Local Trust Committee endorse the draft Galiano Groundwater Study Terms of Reference, October 20, 2010.

CARRIED

Resolution-GL-LTC-129-10

It was Moved and Seconded that the Galiano Island Local Trust Committee consider an update of its Work Program to include amendment of its Development Approval Information Bylaw, including consideration of hydrologists' qualifications.

CARRIED

5. NEW BUSINESS

5.1 Upcoming Special Meetings: November 17 and November 30, 2010.

These dates were noted by the Trustees.

6. TOWN HALL

There were no comments from the public.

Chair Malcolmson congratulated the Trustees for good work achieved in this meeting and acknowledged the fine work of the Advisory Committees for Ecosystems Protection and Groundwater.

7. ADJOURNMENT

Chair Malcolmson declared the meeting adjourned at 5.00 pm.

RECORDER

CHAIR

**MINUTES OF THE GALIANO ISLAND
LOCAL TRUST COMMITTEE SPECIAL MEETING
HELD ON TUESDAY, NOVEMBER 30, 2010 AT 1:00 PM
AT THE SOUTH ISLAND COMMUNITY HALL,
GALIANO ISLAND, B.C.**

<u>PRESENT:</u>	Gary Steeves	Chair
	Louise Decario	Local Trustee
	Sandy Pottle	Local Trustee
	David Marlor	Regional Planning Manager
	Robert Kojima	Island Planner
	Gary Richardson	Island Planner
	Bill Buholzer	Legal Counsel
	David Millership	Recording Secretary

There were approximately twenty-three (23) members of the public present.

1. CALL TO ORDER

Chair Steeves called the meeting to order at 1:00 p.m. Introductions were made and the meeting introduced.

2. APPROVAL OF AGENDA

Chair Steeves asked for any additions or changes to the agenda. There being none, the agenda was approved by consent.

2.1 Questions on Agenda Items

Chair Steeves opened the meeting to the public for comments.

Rose Longini asked how the Local Trust Committee (LTC) would deal with the fact that Galiano's most important water resources are on forest-zoned land(s). Ms. Longini read and submitted a prepared statement dated November 30, 2010 re: Establishment of groundwater protection objectives in the Forest Policy section of the OCP.

Trustee Decario responded that the LTC would address such concerns via a water strategy.

Chair Steeves responded that forestland(s) would be dealt with the same way as all land(s) would be and that all recommendations made by the Official Community Plan (OCP) Groundwater Policy Advisory Committee would be incorporated into the next draft of the OCP.

Chair Steeves closed the meeting to the public for comments.

3. CORRESPONDENCE

None

4. MINUTES

4.1 Minutes of the Special meeting of November 17, 2010

Amendments:

- *Page 1 Item 2.2 second paragraph* – replace “over one hundred (100) OCP Forest Policy Advisory Committee meetings to date.” with “over one hundred (100) Advisory Committee meetings to date.”
- *Page 4 Item 4.1 Item 22. first paragraph* - replace “Planner Kojima will leave policy (a) as is” with “Planner Kojima will leave land use policy ii(a) as is”
- *Page 8 Item 4.1 two paragraphs above Resolution GL-LTC-132-10* - replace “to establish a forestry principal of sorts which in turn could then be planned for and around.” with “to establish some forestry principals.”

The Minutes of November 17, 2010 Local Trust Committee Special Meeting were approved as amended by consent.

5. MOTION TO CLOSE MEETING

Resolution GL-LTC-135-10

It was Moved and Seconded that pursuant to Section 90(1)(i) of the Community Charter, the Galiano Island Local Trust Committee resolves to close the meeting to the public to allow the Local Trust Committee to consider the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose, and further that legal counsel Bill Buholzer, Island Planner Robert Kojima, Regional Planning Manager David Marlor, Island Planner Gary Richardson and Recording Secretary David Millership remain present.

CARRIED

Note: the public was asked to adjourn at 1:20 p.m.

See first set of separate In Camera Meeting minutes dated November 30, 2010.

Note: the public reconvened at 3:00 p.m.

Note: Planner Richardson left the meeting.

6. RECALL TO ORDER

6.1 Rise and Report from Closed Meeting

Resolution GL-LTC-137-10

It was Moved and Seconded that the Galiano Island Local Trust Committee opens the meeting to the Public.

CARRIED

7. OCP REVIEW PROJECT

7.1 Forest Policy Advisory Committee Report – Staff report

Chair Steeves welcomed comments from the public throughout the following discussion(s).

Planner Kojima provided information from Staff Report dated November 26, 2010 Re: OCP Review – Forest Policy Advisory Committee Report

Items (1) through (18) of *The advisory committee's recommended conditions* under Section 3 of *Staff Report dated November 26, 2010 Re: OCP Review – Forest Policy Advisory Committee Report* were each discussed by the LTC in relation to agreement of staff recommendations.

1. *Agreement.*
2. *Agreement – this condition is not an option.*
3. *Agreement – this condition is not an option.*
4. *Agreement.*
5. *Agreement.*
6. *Agreement.*
7. *Agreement –with specifics being dealt with via the Land Use Bylaw (LUB).*
8. *Agreement.*
9. *Agreement.*

10. *Agreement.*
11. *Agreement.*
12. *Agreement.*
13. *Agreement.*
14. *Agreement.*
15. *Agreement.*
16. *Agreement.*
17. *Agreement.*
18. *Agreement – this condition is not an option.*

There was some discussion regarding the fact that not all Forest Policy Advisory Committee recommended conditions are viable for inclusion in the draft OCP and that advice provided to the LTC by legal counsel needs further consideration.

There was some discussion regarding forestland(s), process, section 21 of the *Private Managed Forest Land Act* (PMFLA), the Road Network Plan (RNP), Bylaw 158, OCP challenges in general and possible solutions to those challenges via provincial government involvement.

A member of the public referred to a summary of responses relating to a Galiano Island Local Trust Committee (GLLTC) legal services request – Chair Steeves decided that an impromptu in camera meeting needed to be held.

Resolution GL-LTC-138-10

It was Moved and Seconded that pursuant to Section 90(1)(i) of the Community Charter, the Galiano Island Local Trust Committee resolves to close the meeting to the public to allow the Local Trust Committee to consider the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose, and further that legal counsel Bill Buholzer, Island Planner Robert Kojima, Regional Planning Manager David Marlor and Recording Secretary David Millership remain present.

CARRIED

Note: the public was asked to adjourn at 3:40 p.m.

See second set of separate In Camera Meeting minutes dated November 30, 2010.

Note: the public reconvened at 3:45 p.m.

Resolution GL-LTC-140-10

It was Moved and Seconded that the Galiano Island Local Trust Committee opens the meeting to the Public.

CARRIED

Chair Steeves stated that confidential information involving a summary of responses relating to a GLLTC legal services request had been released to the public and that since the information is now in the public domain it could be discussed.

There was some discussion regarding emergency access, statutory right of way and the general importance of an RNP - jurisdiction, covenants, legal instruments and discretionary development permits were considered in relation to ways in which an RNP might be able to be implemented.

There was some discussion regarding voluntary covenants; covenants in general, site by site rezoning, rezoning in general, the word “out-right”, process, and Development Permit Areas (DPA’s).

Chair Steeves stated that the objective of the LTC is to try and align local and provincial interests via Galiano’s OCP in order to move forward – if there are challenges with issues surrounding an RNP or section 21 of the PMFLA then the province may be able to help resolve them.

There was some discussion regarding current restrictions of PMFL permitted activities on Galiano – due to bylaws enacted some years ago – bylaws that wouldn’t be permitted today - restrictions have been able to remain in place.

There was some discussion regarding covenants versus LUB’s, blanket rezoning, eco-forestry and watersheds.

Chair Steeves stated that it might be wise to include in the draft bylaw both options of out-right accessory dwelling and the option of rezoning to permit an accessory dwelling - referring to Staff Report dated November 26, 2010 Re: OCP Review – Forest Policy Advisory Committee Report.

Resolution GL-LTC-141-10

It was Moved and Seconded that the Galiano Island Local Trust Committee directs Staff to include in the Draft Bylaw both options of out-right accessory dwelling and the option of rezoning to permit an accessory dwelling.

CARRIED

8. NEW BUSINESS

8.1 Scheduling of Future Special Meetings

Dates for future special meetings will be discussed and confirmed via email correspondence.

9. TOWN HALL MEETING

Chair Steeves opened the meeting to the public for comments.

A member of the public asked if there was a limit on the number of applicants that can be part of a joint rezoning application.

Planner Kojima responded that there is not a specific limit but that there could be issues with the application due to varying lands within.

Akasha Forest asked if Staff could provide a report showing what a potential streamlined rezoning process might look like. Ms. Forest asked what “should” means regarding “cottages should not be permitted” – referring to Staff Report dated November 26, 2010 Re: OCP Review – Forest Policy Advisory Committee Report.

Planner Kojima responded that rezoning is a legislative process that cannot really be streamlined – the only thing the LTC could do is waive the Public Hearings associated with the process. Planner Kojima responded that wording related to “cottages should not be permitted” derived from the Forest Policy Advisory Committee Report recommendations.

Doug Latta stated support for the RNP.

Sheila Anderson stated concern that OCP process is becoming a negotiation of sorts with the provincial government.

Chair Steeves responded that negotiations with the provincial government could be a reality of process.

Chair Steeves closed the meeting to the public for comments.

10. ADJOURNMENT

Resolution GL-LTC-142-10

It was Moved and Seconded that the meeting be adjourned at approximately 5:20 p.m.

CARRIED

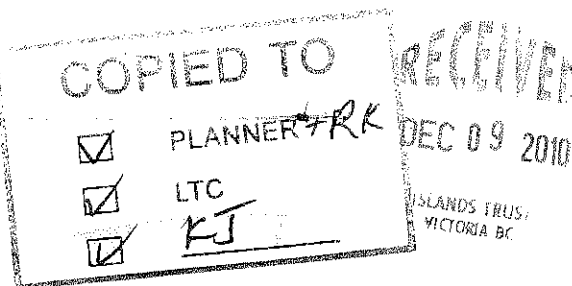
RECORDER

CHAIR

**DRAFT - MINUTES OF THE GALIANO ISLAND
ADVISORY PLANNING COMMISSION MEETING
HELD ON WEDNESDAY, DECEMBER 1, 2010 AT 1.00 PM
LOCAL TRUSTEES OFFICE**

5.4.1
(late item)

PRESENT: Sheila Anderson Chair
 Ursula Deshield Member
 David Gaylor Member
 Andrew Loveridge Member
 Jeff Patterson Member
 Barry New Member



Regrets: Keith Erickson
 There were no members of the public present.

1. CALL TO ORDER

The Meeting was called to order at 1:05 PM. In the absence of Patricia Joyce, it was noted the Chair would act as minute taker for this meeting.

2. APPROVAL OF AGENDA

It was moved and seconded that the Agenda be approved

CARRIED

3. MINUTES OF LAST MEETING: November 18, 2010

An amendment to the last bullet under section 4, describing work of APC as "initial review work" was agreed to by consensus.

It was Moved and Seconded that the Minutes of the Meeting held on November 18, 2010, be adopted as amended.

CARRIED

4. REVIEW OF MODEL FORM & CHARACTER DPA.

4.1 Response to Questions - Planner Kojima

The members worked through the first draft table of their review work to date, considering the answers received to questions asked of Planner. Various adjustments were discussed based on this new information and recorded into the table.

4.2 Referral Response

Members discussed and agreed to general content of a referral response report.

It was agreed by consensus that the table of review notes would be attached to the report as background for the LTC.

It was agreed by consensus that the Chair would circulate the final draft by email as soon as possible after this meeting and that members should acknowledge receipt and approval prior to report being forwarded to LTC.

5. Next Meeting: None scheduled

6. Meeting Adjourned at 3.20 pm.

**Galiano Island Advisory Planning Commission
Referral Report: Model DPA for Form and Character
December 1, 2010**

The Galiano Island Advisory Planning Commission is in agreement with a Development Permit Area (DPA) for form and character applying to Commercial, Visitor Accommodation and Industrial, being added to our Official Community Plan.

On Galiano there is often close interface between commercial or industrial zones and adjacent residential properties. A DPA for form and character would be a useful tool for mitigating potential negative impacts of change and expansion while allowing latitude for creativity and artistic expression. Such a DPA could also guide the redevelopment of Commercial, Visitor Accommodation and Industrial properties and zones.

Attached is a table of our comments and recommendations for varying the Model DPA for implementation on Galiano Island.

Sheila Anderson
Chair, GIAPC

Galiano Island Advisory Planning Commission

Referral: Model - Form and Character DPA for Commercial, Visitor Accommodation, and Industrial Zones

APC Review Record

DRAFT Model Form & Character DPA	APC Comments and Recommendations
<p>Designation This development permit area includes all land that is designated XXXXX.</p> <p>Authority This development permit area is established, pursuant to Section 919.1(1)(f) of the <i>Local Government Act</i>, for the purpose of establishing objectives for the form and character of commercial and industrial development.</p> <p>Objectives The objective of this development permit area is to ensure that new or additional commercial or industrial uses are developed in a manner that is consistent with and enhances rural island character and minimizes impacts on adjacent properties.</p>	<p>Regarding the process and authority under the LGA and ITA, the APC members would prefer to see official notice to neighbours and the public conducted when DP applications are to be considered, particularly significant ones. It was felt that this could provide valuable insight into issues for the Local Trust Committee. Although not required by LGA, still desirable.</p> <p>APC agree with the Objective as stated.</p>
<p>General Applicability The following activities shall require a development permit whenever they occur within the DPA, unless specifically exempted below.</p> <p>(a) Construction of, addition to or alteration of a building or other structure.</p> <p>Work Not Requiring a Permit (Exemptions) The following activities are exempt from any requirement for a development permit:</p> <p>a) subdivision of land;</p> <p>b) the maintenance of existing landscaping;</p> <p>c) the repair or maintenance of existing buildings or structures, including lighting, parking, or signage, provided there is no addition to lot coverage or area, no exterior alterations requiring a building permit or no change in the use of external materials that results in the alteration to the form or character of the building or structure;</p> <p>d) internal renovations or alterations;</p> <p>e) construction of buildings or structures not requiring a building permit;</p> <p>f) repair and maintenance of existing roads, parking areas, paths and trails; and construction of unpaved driveways and walkways</p>	<p>c) Members agreed with the intent of c) which we understand is to avoid applications for <u>minor</u> work on existing building. However this section was considered nebulous and problematic at first read. After further consideration members suggest that this clause be slightly restructured for ease of interpretation. Eg. Start with “ Provided there is no addition to lot coverage etc....” and then bullet the list of exemptions from the first sentence under that.</p>

<p>Guidelines</p> <p>The intent of this development permit area is to ensure that development in the form of new buildings or structures, or major additions to buildings or structures, meets the objectives described above. In considering the issuance of a development permit, the LTC should be satisfied that the following guidelines have been met where applicable and impose conditions where appropriate:</p>		
<p>Guideline 1 Where an application involves <u>retail commercial</u> buildings or structures, which are buildings and structures designed and intended for commercial uses other than for visitor accommodation, the building form and character should adhere to the following guidelines:</p>		
<p>1) Buildings and other structures should utilize existing topography and vegetation to be sited in a manner that is relatively unobtrusive and blends into the surrounding landscape.</p>	<p>APC recommend that "is relatively unobtrusive" be omitted.</p>	
<p>2) Buildings should be designed and sited with the main entrance oriented to the front lot line or to the main point of entry from the road.</p>	<p>In some cases access from both front and rear may be needed, especially if parking is provided in rear.</p>	
<p>3) Building form and character should not overwhelm the scale, mass and character of adjacent non-commercial properties.</p>	<p>Agree</p>	
<p>4) Building mass should be appropriately proportioned in comparison to building height by limiting building frontage length in relation to building height.</p>	<p>Agree</p>	
<p>5) Building mass should be softened by the use of small-scale elements such as windows, panels, entrances and other detail features in order to avoid monotony in design.</p>	<p>Agree</p>	
<p>6) Buildings should not be designed with blank walls presenting an aspect to the highway or to highly visible areas; features such as garage doors and windowless facades should be minimized.</p>	<p>Agree</p>	
<p>7) Buildings giving the impression of strip development should not be considered.</p>	<p>The term "strip development" should have meaning clarified</p>	

8) Natural materials should be incorporated into the design of buildings with construction materials and styles relating to the vernacular style of coastal architecture.	Initially members agreed this clause could be removed. After further discussion it was agreed that it was the definition of a particular "style" that concerned us most. In conclusion we agreed that if amended to delete ".and styles relating to the vernacular style of coastal architecture" we could agree with the first part regarding natural materials and adding "where practical" to that.	
9) Architectural variety should be provided through the use of pitched roofs, dormers and similar features.	Considered unnecessary and too specific, and that there is sufficient direction in 1.5 to achieve suitable form.	
10) New buildings should be sited in a manner that results in minimal disturbance to existing vegetation.	Suggest move up as 2) so close to 1)	
11) In order to reduce noise, elements such as roof top mechanical equipment, shipping and loading areas, exterior storage areas, transformers, and meters should be screened from public view as effectively as possible through the use of any combination of landscaping, solid fencing and building design.	We agreed that screening should be required as applied to the activities and equipment listed. APC recommend removing "In order to reduce noise,.. " from the sentence as screening does not necessarily reduce noise as items listed to be screened don't necessarily cause noise.	
12) Social gathering should be encouraged by creating spaces such as porches, patios and gardens that are visible and accessible	Agree	
Guideline 2 Where an application involves <u>visitor accommodation</u> buildings or structures, which are buildings designed and intended for use as commercial visitor accommodation units, building form and character should adhere to the following guidelines:		
1) Buildings and structures should utilize existing topography and vegetation to be sited in a manner that is relatively unobtrusive and blends into the surrounding landscape.	Agree Recommend edit – substitute ",and" for "to" following "vegetation"	
2) Where there are significant numbers of visitor accommodation units proposed or permitted on a site, development should incorporate a variety of building types, including attached or multi-unit buildings, in order to minimize the development footprint on the site and to minimize impacts on adjacent properties.	It is not clear how exactly this guideline would result in the stated goals. Recommend that the paragraph end with "multi-use buildings." and that the lines following be deleted.	
3) Building form and character should not overwhelm the scale, mass and character of adjacent non-commercial properties, without being imitative or derivative of adjacent dwellings.	Agree	

4) Building mass should be limited to two storeys above grade.	Majority of APC agreed this one could be removed. They feel that 2 - 1) above, combined with LUB height regulations could achieve building form. One member would prefer leaving this clause in guidelines.	
5) Building mass should be appropriately proportioned in comparison to building height by limiting building frontage length in relation to building height.	Agree	
6) Natural materials should be incorporated into the design of buildings with construction materials and styles relating to the vernacular style of coastal architecture.	(as for 1. 8) Initially members agreed this clause could be removed. After further discussion it was agreed that it was the definition of a particular "style" that concerned us most. In conclusion we agreed that if amended to delete ".and styles relating to the vernacular style of coastal architecture" we could agree with the first part regarding natural materials and adding "where practical" to that.	
7) Architectural variety should be provided through the use of pitched roofs, peaked roof lines, dormers and similar features.	Considered unnecessary – could be removed	
8) New buildings should result in minimal disturbance to existing vegetation.	Agree with but could move to follow 1) in list	
9) In order to reduce noise such elements as roof top mechanical equipment, shipping and loading areas, exterior storage areas, transformers, and meters should be screened from public view as effectively as possible through the use of any combination of landscaping, solid fencing, and building design.	We agreed that screening should be required as applied to the activities and equipment listed. We recommend removing "In order to reduce noise,.."	
10) Development along the shoreline should be visually unobtrusive and conform to the existing contours of the shoreline.	Agree	
11) Development should be designed and sited in such a manner as to preserve existing significant views, public paths and view corridors from adjacent properties and public lands. Consideration should be given to siting a first storey below grade where it results in a lower profile building and protection of views.	Recommend that reference to <i>public paths</i> should be deleted from first sentence (line 2) and all remaining text should remain. APC members considered that public paths are usually on public land, or are secured by SRW on private land, so meaning here not clear.	
12) Structures intended to access the foreshore, docks and marinas should be small-scale and low-profile. Stairs and	Agree	

<p>ramps should follow the existing contours of the site, incorporate landings, public paths, utilize small concrete pilings and have gaps between boards.</p>	
<p>Guideline 3 Where an application involves <u>industrial</u> buildings or structures, building form and character should adhere to the following guidelines:</p>	
<p>1) Buildings and other structures should utilize existing topography and vegetation to be sited in a manner that is relatively unobtrusive and blends into the surrounding landscape.</p>	<p>Agree Edit Recommendation. Line 2: “ <i>vegetation and be sited</i>”</p>
<p>2) Industrial buildings and structures should be functional and not include unnecessary design features or elements.</p>	<p>Recommendation that this guideline could be removed.</p>
<p>3) Buildings should be designed and sited to avoid creating visual and noise impacts from industrial operations and using material blending with the surrounding.</p>	<p>Agree Edit Recommendation: line3 : “<i>..should use materials blending with the surrounding landscape</i>”.</p>
<p>4) Elements such as roof top mechanical equipment, shipping and loading areas, external storage areas, transformers, and meters should be screened from public view as effectively as possible through the use of any combination of landscaping, solid fencing, and building design.</p>	<p>Agree</p>
<p>Guideline 4 All applications should include landscaping adhering to the following guidelines:</p>	
<p>1) A landscape plan prepared by a professional such as a landscape architect should:</p> <ul style="list-style-type: none"> i. provide supporting documentary evidence pertaining to landscape specifications, irrigation requirements, planting lists (highlighting indigenous species), cost estimates, and the total value of the work; ii. identify existing vegetation by type and identify areas which are to be cleared; iii. provide for the landscape treatment of the frontage of the site which abuts onto existing or future public roads; iv. provide for vegetative buffers along lot lines; v. identify how landscape treatment will avoid the use of herbicides, pesticides and fungicides. 	<p>APC members agreed to recommend that the reference to a plan prepared by a professional landscape architect be removed, instead just referencing “a landscaping plan should” in the introduction.</p> <p>Bullet i. refers to cost estimates and total value of work and relates, we assume, to clause 10) of this section. We suggest the reference to them be contained within that clause instead of here.</p>

<p>2) Existing site topography, landscape features, and indigenous vegetation should be retained wherever possible. Significant or important existing indigenous vegetation within all setback areas should be preserved (i.e. wetlands and mature wooded areas). Significant existing indigenous vegetation within the buildable area of the site should be preserved wherever possible through careful and innovative site design.</p>	<p>Agree</p>	
<p>3) An adequate landscaped strip should be provided along all roads. The width and extent of this buffer strip should be established based on the overall useable site area of the parcel, the extent of existing vegetation, the provision for adequate access and visual clearances, and any zoning requirements for landscape screening.</p>	<p>The Committee suggests that zoning regulations cover these concerns, and were not sure this is necessary.</p>	
<p>4) Landscaped strips or appropriate buffering should be provided adjacent to the boundary of the Agricultural Land Reserve, along abutting residential properties and adjacent to watercourses.</p>	<p>The Committee suggests that zoning regulations cover these concerns; so that the guideline may not be needed. Recommendation: Edit line 1: to read: <i>Appropriate natural buffering should be provided</i></p>	
<p>5) Any storage areas on the property facing public roadways should have adequate landscape screening or the provision of other screening consistent with the overall character of the site and with the other guidelines in this section.</p>	<p>Agree</p>	
<p>6) Proposed new plantings should consist of indigenous vegetation or other non-invasive vegetation suitable for local environmental conditions; buffer planting using massing of indigenous trees and shrubs is encouraged.</p>	<p>Members questioned assumption that all indigenous are not invasive. Recommendation: Edit line 2 to read “<i>and non-invasive vegetation suitable for..</i>”</p>	
<p>7) Appropriate planting should be used to soften building massing, to break up parking areas and to provide screening along lot lines. It is not intended that plantings form a full-height visual screen around the whole site and screen all buildings from view; planting should reduce and soften the apparent scale and mass of buildings, provide screens, and create breaks in a building façade or at building corners.</p>	<p>Recommendation: That the first sentence only stand. The remaining text be removed.</p>	
<p>8) New drainage swales and detention basins should be planted with materials that will assist in the treatment of storm water runoff and that are also complementary to the surrounding natural vegetation.</p>	<p>Agree</p>	

<p>9) All landscaping and screening should be completed within 12 months of an occupancy permit being issued and should meet or exceed the British Columbia Society of Landscape Architects and British Columbia Nursery Trades Association standards.</p>	<p>Recommendation: That the guideline end on line 2 after the word <i>issued</i>.</p>	
<p>10) The application may include a security, in the form of an irrevocable letter of credit for 125% of the value of the quoted landscaping cost.</p>	<p>Recommendation: that this item include wording to explain the reason, such as “ To ensure that landscaping is completed as proposed and survives the initial year the applicant may be required to include ..etc.”</p>	
<p>Guideline 5 All applications should provide a parking layout plan, adhering to the following guidelines:</p>		
<p>1) Large impervious and surfaced parking areas should be avoided. Parking should be provided through smaller parking areas dispersed throughout the development and separated with planted landscaped areas. Porous or permeable surfaces should be used where practical and impervious surfaces should be minimized and swales and open ditches should be installed rather than curb and gutter systems.</p>	<p>Recommendation: That the Second sentence be extended. i.e. delete period after <i>areas</i> and add <i>where practical</i>.</p> <p>And, the Third sentence be edited to read: <i>Porous or permeable surfaces should also be used where practical, andwith the remaining text standing.</i></p>	
<p>2) Visitor parking spaces should be clearly identified and provided within the development. Tree planting is encouraged in and around parking areas.</p>	<p>Recommendation: Delete 2nd sentence, as the committee presumes that <i>Tree planting</i> would be included in 1) under <i>planted landscaped areas</i>.</p> <p>The Committee suggests that Parking regulations are covered by zoning regulation, so that the guideline could be deleted.</p>	
<p>3) Parking should be located at the sides or rear of buildings wherever feasible.</p>	<p>Agree Recommendation: Edit in line 2: perhaps substitute <i>practical</i> for <i>feasible</i></p>	
<p>4) Development should provide for and clearly identify pedestrian circulation areas, preferably with different paving and/or landscaping treatment.</p>	<p>Recommendation: Begin the paragraph to read: <i>Where appropriate and follow with the sentence as is.</i> APC consider that this guideline may not be necessary for industrial premises.</p>	
<p>5) All significant paved parking areas should be included within the context of any stormwater water plan and incorporate oil/water separators.</p>	<p>Agree</p>	
<p>6) The shared use of a common access between businesses is encouraged. The number of accesses should be limited to the number required for traffic safety.</p>	<p>Recommendation: Edit Line 1 to read: <i>The shared use of a common access between “premises” or “sites” - delete businesses</i></p>	
<p>7) All new development should include provision for bicycle</p>	<p>Agree</p>	

	parking or storage.		
Guideline 6	Lighting proposed as part of an application for a new building or overall site development should adhere to the following guidelines:	Members noted that this guideline includes a threshold of applicability, that might be useful in other areas of DPA	
	1) Lighting for walks and parking areas should be small in scale and used to illuminate signs, displays and pedestrian paths.	Agree	
	2) High intensity lighting in parking lots and along roadsides is discouraged.	Agree	
	3) Security and other lighting should not be placed so as to shine directly onto residential or agricultural properties or to reduce the effectiveness of any landscaped buffer.	Agree	
Guideline 7	Signs should adhere to the following guidelines:		
	1) Each site should have no more than one freestanding sign, located on the same lot as the development.	Agree	
	2) One sign should be installed for each business premise. All signs should be integrated into the overall design of the building and should not extend above the top wall of a building.	Agree	
	3) Signs should not be backlit or equipped with flashing, oscillating or moving lights or beacons.	Agree	
Guideline 8	The LTC may consider variances to siting, size, or parking regulations where the variance may result in closer adherence to the objectives and guidelines of this development permit area.	Agree	



Islands Trust

Follow Up Action Report w/ Target Date

Galiano Island Sep-09-2010

No.	Activity	Responsibility	Target Date	Status
1	GL-RZ-2005.2 (Romagonoli) staff to report back regarding on how the proposed RNP may apply to the subject property.	Gary Richardson		On Going

Nov-08-2010

No.	Activity	Responsibility	Target Date	Status
2	Minutes of October 18, 2010 LTC Meeting to be adopted as amended.	Sharon Lloyd-deRosario		Done
3	Minutes of October 7, 2010 LTC Meeting to be adopted as amended.	Sharon Lloyd-deRosario		Done
4	Minutes of October 15, 2010 LTC Special Meeting to be adopted as drafted.	Sharon Lloyd-deRosario		Done
5	Email from Erica Pelletier dated October 25, 2010 to be forwarded to Planner Kojima for consideration in the OCP review.	Gary Richardson		Done
6	Letter from Gary Moore dated October 26, 2010 to be forwarded Planner Kojima for consideration in the OCP review.	Gary Richardson		Done
7	Letter from Erica Pelletier dated October 26, 2010 to be forwarded to Planner Kojima for consideration in the OCP review.	Gary Richardson		Done
8	The GILTC to send letter to CRD in support of the Towns for Tomorrow application.	Louise Decario Kathy Jones		Done
9	The work program projects list to be amended by adding split zoned lots and items aa and bb.	Gary Richardson		Done

10	Staff to proceed with draft bylaw 209 by including deleting target ranges as a permitted use in the R3 zone.	Gary Richardson	Done
11	Bylaw 209 - staff to proceed with wording in staff report amendment item 3 that "all types of liquor" can be sold.	Gary Richardson	Done
12	Bylaw 209 - amend draft to set maximum fence height at 1.8 metres and not to allow fences to be built within the setback from the sea or surface water courses.	Gary Richardson	Done
13	Draft Bylaw 209 - 17.1.27 - to be amended by removing Class D Liquor Licence and replacing it with an establishment licensed under the Liquor Control Act.	Gary Richardson	Done
14	Staff to advise TFB that the LTC endorses the Trust Fund 2011-2015 Regional Conservation Plan.	Gary Richardson	Done

Kathy Jones

From: Gary Richardson
Sent: November-18-10 10:24 AM
To: Kathy Jones
Subject: FW: fences
Follow Up Flag: Follow up
Flag Status: Blue
[Galiano agenda](#)

----- Original Message -----

From: [Graham Coleman](#)
To: [Louise Decario](#)
Cc: [Sandy Pottle](#) ; [Gary Richardson](#)
Sent: Saturday, October 16, 2010 1:28 PM
Subject: fences

Hi, I was talking to Gary Richardson the other day and he suggested I E.Mail you with our problem, plus any fencing ideas we may have. I talked to our neighbours early last year about the fact that we did not want a fence. They were concerned about privacy for their guests(they rent their place), and decided to build a fence anyway. The problem is that it obstructs our view of the water from the lawn, patio, and living room. They have left space for a lattice as well, which will futher obstruct our view. I talked to them about this, and the Lady said she would have to talk to her husband and has not got back to me. As to suggestions to prevent these problems: 1). I would treat boundary hedges in the some way as fences, as they can create the same issues. 2). I would not allow fencing within the waterfront setback. 3). Maximum 6 feet along a common boundary unless you have the neighbours written permission to go higher(then specify the height up to a maximum). 4). fencing put up between houses in vr1 or vr2, or that may obscure a neighbour's view should require written permission regardless of the height (these houses are closer together). 5). A grievance process should be put in place for problems. The intent is to allow boundary fences to be built with the simple expedient of getting your neighbour's permission, and to only then have to sort out disputes. It seems to me that with a minimum of courtesy this would be workable.

Thanks for your time,
Graham Coleman

Kathy Jones

From: Gary Richardson
Sent: November-18-10 10:23 AM
To: Kathy Jones
Subject: FW: Unacceptable Noise from Gunfire
Follow Up Flag: Follow up
Flag Status: Blue
[Galiano Agenda](#)

----- Original Message -----

From: [Dana Weber](#)
To: [Louise Decario](#) ; [Sandy Pottle](#)
Sent: Thursday, October 28, 2010 3:23 PM
Subject: Unacceptable Noise from Gunfire

Dear Trustees:

I am concerned about the continuing disturbance to the neighbours of the Rod and gun Club here on Galiano.

I can't understand why an activity that exceeds acceptable noise levels is allowed in a Rural Residential neighbourhood. The Gun Club's neighbours are entitled to noise levels normally associated with a residential area. I understand recent events have included automatic weapons fire, which seems totally incompatible with Rural Residential zoning (and maybe with the original purposes of the Gun Club for that matter). As a result of this increasingly unbearable noise we may lose people like Dave Parent who provide important services to islanders , Given the mandate of the Islands Trust, I encourage and support the Trust to bring back island tranquility to these people.

Please let me know what action you intend to take to remedy this situation.

Sincerely,
Dana Weber

Kathy Jones

From: Gary Richardson
Sent: November-18-10 10:24 AM
To: Kathy Jones
Subject: FW: disturbance to neighbours of the Gun club
Follow Up Flag: Follow up
Flag Status: Blue

Galiano agenda

----- Original Message -----

From: [Eileen Beaudine](#)
To: [Gary Steeves](#) ; [Sandy Pottle](#) ; [Louise Decario](#)
Sent: Thursday, October 28, 2010 2:29 PM
Subject: disturbance to neighbours of the Gun club

Hi Sandy, Gary and Louise,

I am concerned about the continuing disturbance to the neighbours of the Rod and gun Club here on Galiano.

I can't understand why an activity that exceeds acceptable noise levels is allowed in a Rural Residential neighbourhood. These neighbours are entitled to noise levels consistent with Rural Residential. I am concerned that we may lose people who provide important services to islanders as the noise escalates, like Dave Parent. Given the mandate of the Islands Trust, I encourage and support the Trust to bring back island tranquility to these people.

Please let me know what I can do to assist the Local Trust Committee in its efforts in this matter.

Eileen Beaudine

--

*Eileen Beaudine
Raven Ridge Farm and Catering
375 A Vineyard Way, RR-2 S-46.C-22
Galiano Island BC
250 539 5677*



OCEANFRONT INN & SPA

Islands Trust
Suite 200, 1627 Fort Street,
Victoria, British Columbia
V8R 1H8

November 8, 2010

Attention: Galiano Island Local Trust Committee:

Dear Galiano Island Trustees,

I learned of the Islands Trust proposal for another Development Permit Zone: "The Form and Character Development Permit Area", through a local resident who does not have a business on the island, but felt concerned enough to pass it on to me.

I certainly was interested. Not that it affects us directly (at least not at this time) but, knowing what we went through, it is important that I speak up. After seven years and 42 public hearings on the subject of our property, I need to express the concerns of a small business, so that the people making this decision just might reconsider adding any more burden, costs, and delays to the process for someone trying to create a small business, jobs and some economy on our island.

I have reflected upon the information provided (or not provided) at the recent Trust meeting. What I understood from the meeting is this:

- When the Islands Trust staff representative was asked why he could not speak to Galiano's need and experience (he cited only examples on Pender and Mayne), he said he would not discuss it.
- I then asked if there had been any need identified in all of the two years of meetings and pre-meetings of the Islands Trust's OCP process by any resident of Galiano, and the answer was 'no'.
- The next question determined that there was zero need identified in all of the sub-committee meetings of the Community and Economic Development Committee.

If I understood Trustee Decario correctly, she said it was pulled from an earlier “work order” I believe she said 2001 or 2? Why, if it is so important, would any Trustee not bring it forward to the many OCP meetings, or the CEDA meetings? Why wait until the OCP community input is basically complete and then bring it out and impose it on the community?

Establishing a committee of “good taste” on the island will add yet another burden to small businesses on this island.

I respectfully request that you reconsider this DPA. Everyone believes (on both sides of the unfortunate political divide on Galiano) that the Islands Trust principles of “preserve and protect” are ones worthy of keeping.

However, it is equally as important that the Islands Trust stay grounded in the representation of the individual communities it erves, not pursue broad-based political goals. We need ideas that suit our island, our communities, our people, and ones that support our fragile economy, not further harm it.

Yours sincerely,

Conny Nordin

cc. Gary Richardson

134 Madrona Drive, S24-C47, Galiano Island, BC V0N 1P0
(250) 539-3388 phone (877) 530-3939 toll free (250) 539-3338 fax
www.galianoinn.com info@galianoinn.com

Kathy Jones

From: Louise Decario [ldecario@islandstrust.bc.ca]
Sent: November-16-10 2:18 PM
To: Gary Richardson; Gary Steeves
Cc: Kathy Jones
Subject: Fw: PENDER ISLAND AND SHORT TERM VACATION RENTALS

----- Original Message -----

From: "Galiano Woodruff" <galwood@telus.net>
To: "Sandy Pottle" <spottle@islandstrust.bc.ca>; "Louise Decario" <ldecario@islandstrust.bc.ca>
Sent: Tuesday, November 16, 2010 12:56 PM
Subject: PENDER ISLAND AND SHORT TERM VACATION RENTALS

November 16, 2010

Dear Galiano Trustees:

Island Tides' most recent issue has an article as it relates to a
LEGAL DECISION AND SHORT TERM VACATION RENTALS ON PENDER ISLAND.

1. What impact, if any, will this have on Galiano's Island Short Term Vacation Rentals?
2. What is your plan of action --:
 - a) to educate members of the community on this important issue
 - b) to inform members of the community on this decision and its implications, and
 - c) involve the larger community in this important discussion.

I am sure you have thoughts and ideas about this,

I look forward to hearing from you.

Respectfully submitted,

Carolyn Jerome



Memorandum

200-1627 Fort Street Victoria BC V8R 1H8

Telephone (250) 405-5151 FAX: (250) 405-5155

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

information@islandstrust.bc.ca www.islandstrust.bc.ca

Date December 3, 2010 File Number GL-LUB-2010.1

To Galiano Island Local Trust Committee
David Marlor RPM

From Gary Richardson
Island Planner

Re Amendments to Draft Bylaw 209

At the November 8, 2010 LTC meeting the LTC directed staff to amend draft bylaw 209 as follows:

- 1) remove the provisions regarding split zoned lots;
- 2) put in provision to delete "target ranges" as a permitted use in the R3 zone (dd);
- 3) amend the permitted sizes of accessory buildings in the agricultural zone by increasing the sizes to 250 square metres and 500 square metres (b);
- 4) change maximum fence height to 1.8 metres (e);
- 5) have setbacks from watercourses apply to fences (f,g); and
- 6) amend the definition of neighborhood public house (z).

The draft bylaw has been amended and 1st reading can be considered.

pc

GALIANO ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 209

A BYLAW TO AMEND GALIANO ISLAND LAND USE BYLAW NO. 127, 1999

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

1. Bylaw No. 127, cited as “Galiano Island Land Use Bylaw No. 127, 1999” is amended as follows:
 - a) By amending Section 1.6 by deleting “18.1.1.1” and replacing it with “18.1.1.1”;
 - b) By adding the following immediately after Section 2.11 “Section 2.12 Despite section 2.7 the maximum combined floor area of accessory buildings and structures on agricultural zoned land is 250 square metres in respect of each permitted dwelling other than a cottage, on lots 2 ha (4.94 acres) in area and less, and 500 square metres on lots with areas greater than 2 ha (4.94 acres).” and renumbering the remaining sections accordingly;
 - c) By amending Section 2.12 by deleting “, except as provided by section 12.5.4.1 in the Marine Commercial Land Zone”;
 - d) By adding “Buildings and structures used for human habitation or occupancy and not located within the Agriculture (AG) zone must be sited at least 15 metres from the boundary of the Agriculture (AG) zone.” As the following new Sections: 5.1.8, 5.2.8, 5.3.11, 5.4.7, 5.5.7, 5.6.8, 7.2.7, 7.3.6, 7.5.7, 8.1.6, 8.2.8, 8.3.4, 8.5.9, 9.1.8, 9.2.10, 9.3.7, 9.3(A).8, 9.3(B).15, 9.4.7, 9.5.8, 9.6(A).7, 10.1.5 and 12.5.6 and renumbering remaining sections accordingly;
 - e) By adding “2.7 The height of fences must not exceed 1.8 metres (5.9 feet) in any required setback.” immediately following Section 2.6 and renumbering the remaining sections accordingly;
 - f) By amending Section 2.16 by removing “, fence”;
 - g) By adding “2.17 The only siting regulations set out in the bylaw that apply to fences are setbacks from watercourses.” and renumbering the remaining sections accordingly;
 - h) By amending Sections 4.4.1, and 8.2.2 by deleting “as part of that part of district lot 3 lying north and west of the Government Road, except the southerly 15 chains, except Parcel B (DD 59923I) and Parcel C (DD 134548I) and except parts in Plans 9087, 13978 and 19389, Galiano Island, Cowichan District and the road right of way surrounding said lands” and replacing it with “Lot A, Plan VIP83933, District Lot 3, Galiano Island, Cowichan District and the road right of way surrounding said lands.”;
 - i) By amending Section 8.2.7 by deleting “as part of that part of district lot 3 lying north and west of the Government Road, except the southerly 15 chains, except Parcel B (DD 59923I) and Parcel C (DD 134548I) and except parts in Plans 9087, 13978 and 19389, Galiano Island, Cowichan District” and replacing it with “Lot A, Plan VIP83933, District Lot 3, Galiano Island, Cowichan District.”;
 - j) By amending Article 8.1.1.1 by deleting “by a non-profit society incorporated for that purpose”;

- k) By amending Article 8.2.1.1 by deleting “public and non-profit”;
- l) By amending Article 8.2.1.2 by deleting “non-profit”;
- m) By amending Article 8.3.1.2 by deleting “operated by a non-profit society”;
- n) By amending Section 9.2.2 by adding “guest services” immediately after “a dwelling for the owner or operator,”;
- o) By amending Section 9.1.6 by deleting “and” immediately after “rear lot lines;” by removing “.” immediately after “distance is 3 metres” and replacing it with “; and” and by adding “9.1.6.3 at least 6 metres from an exterior side lot line.” immediately after “9.1.6.2”;
- p) By amending Section 9.2.9 by deleting “and” immediately after “rear lot lines;” by removing “.” immediately after “distance is 3 metres” and replacing it with “; and” and by adding “9.2.9.3 at least 6 metres from an exterior side lot line.” immediately after “9.2.9.2”;
- q) By amending Section 9.3.6 by deleting “and” immediately after “rear lot lines;” by removing “.” immediately after “distance is 3 metres” and replacing it with “; and” and by adding “9.3.6.3 at least 6 metres from an exterior side lot line.” immediately after “9.3.6.2”;
- r) By amending Section 12.5.5 by deleting “and” immediately after “front lot lines;” by removing “.” immediately after “distance is 3 metres” and replacing it with “; and” and by adding “12.5.5.3 at least 6 metres from an exterior side lot line.” immediately after “9.1.6.2”;
- s) By amending Section 12.5.1.1 by deleting “open to the public”;
- t) By amending Section 10.2.2 by adding “foot bridges and walkways not to exceed 1.5 metres in width,” immediately following “boat launching ramps,”;
- u) By deleting Section 13.2.1 in its entirety and renumbering remaining sections accordingly;
- v) By amending Section 13.22 by deleting “ for irrigation and fire protection purposes;”
- w) By amending Sections 13.23, 13.25 and 13.26 by adding “or Professional Hydrologist” after “Engineer”.
- x) By adding “13.28 An applicant is not required to fulfill the requirements of section 13.23 for boundary adjustment subdivisions provided that: there would be no increase in density or intensity of use beyond what was permitted before the boundary adjustment took place; and that all of the lots subject to the boundary adjustment have an established supply of water.” Immediately following section 3.27 and renumbering remaining sections accordingly.
- y) By amending Subsection 17.1.11 by adding “If the building does not have exterior walls the floor area is to be measured to the drip line of the roof.”;
- z) By amending Subsection 17.1.27 by deleting “in respect of which a Class D licence has been issued under the Liquor Control and Licensing Act” and by adding “licensed under the Liquor Control Act;”
- aa) By amending all references to “*Municipal Act*” and replacing with “*Local Government Act*”;

- bb) By amending all references to “Ministry of Transportation” and replacing with “Ministry of Transportation and Infrastructure”;
- cc) By amending Article 9.3(B)9 by deleting the words “specialty wines and spirits” and replacing it with the word ‘liquor’; and
- dd) By amending Article 5.6.1.7 “target ranges” by removing it in its entirety.

B. This bylaw may be cited for all purposes as the “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2010”.

READ A FIRST TIME THIS	DAY OF	200_
PUBLIC HEARING HELD THIS	DAY OF	200_
READ A SECOND TIME THIS	DAY OF	200_
READ A THIRD TIME THIS	DAY OF	200_
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	DAY OF	200_
ADOPTED THIS	DAY OF	200_

DEPUTY SECRETARY

CHAIRPERSON



STAFF REPORT

December 10, 2010

File No.: GL-OCP-2010.2

To: Galiano Island Local Trust Committee
For the December 13, 2010 Local Trust Committee Meeting

From: Gary Richardson
Island Planner
Local Planning Services

CC: David Marlor, Regional Planning Manager

Re:

Owner: Various
Applicant: Various
Location: Galiano Island Local Trust Area

Preliminary Report

The Galiano Island Local Trust Committee (LTC) has as one of its work program priorities, as priority 3, routine amendments of the Official Community Plan (OCP) and Land Use Bylaw (LUB). Staff has prepared reports and a draft bylaw (209) to address the required text amendments. The following table contains a list of proposed OCP and LUB map amendments.

Staff prepared the following table in order to go through each proposed amendment with the LTC and obtain direction from the LTC on each item.

TABLE 1

	Legal Description	Official Community Plan Amendment	Land Use Bylaw Amendment	Comments
1.	Lot 15, Plan 21147, District Lot 96, Galiano Is.	From Small Lot Residential (SLR) to Community Facility (CF)	Amendment not required	Lot 15 zoned CF in LUB but designated SLR in OCP. North Community Hall.

2.	Lot A, Plan VIP56353, District Lot 87, Galiano Is. Except part in Plan VIP61539	From Forestry (F) to Nature Protection (NP)	From Forest 1 (F1) to Nature Protection (NP)	Change in ownership - now owned by the Crown.
3.	<p>Lot A, Plan VIP76636, District Lot 68,</p> <p>Lot 1, Plan VIP 75373, District lot 72,</p> <p>Lot 1, Plan VIP 60713, District Lot 73,</p> <p>Lot 1, Plan VIS 3629, District Lot 73,</p> <p>District Lot 75,</p> <p>District Lot 76,</p> <p>Lot 1, Plan 75575, District Lot 82, Galiano Is.</p>	From Forestry (F) to Nature Protection (NP)	Amendment not required	Change in ownership – now owned by the Crown
4.	<p>Lot A, Plan VIP76636, District Lot 68,</p> <p>Lot 1, Plan VIP 75373, District lot 72,</p> <p>Lot 1, Plan 75575, District Lot 82, Galiano Is.</p>		From Forest 1 (F1) to Nature Protection (NP)	Change in ownership – now owned by the Crown

5.	Ocean area fronting Lot 1, Plan VIS 3629, District Lot 73, Galiano Is.	from Marine (M) to Marine Protection	Amendment not required	Fronts Nature Protection parcel owned by the crown.
6.	Ocean area fronting Lot 1, Plan 75575, District Lot 82, Galiano Is.	from Marine (M) to Marine Protection	from Marine (M) to Marine Protection	Fronts Nature Protection parcel owned by the crown.
7.	Parcel D (DD82109I), of District Lot 66, Galiano Island, Except Part in Plans 13999, VIP61030 and VIP62118.	From Rural (R) to Nature Protection (NP)	From Rural 2 (R2) to Nature Protection (NP)	Owned by Galiano Conservancy Association - Laughlin Lake
8.	District Lot 63, Galiano Is.	From Forestry (F) to Nature Protection (NP)	From Forest 1 (F1) to Nature Protection (NP)	Owned by Galiano Conservancy Association
9.	Ocean area fronting District Lot 63, Galiano Is.	from Marine (M) to Marine Protection (MP)	from Marine (M) to Marine Protection (MP)	Fronts land to be zoned Nature Protection (NP)
10.	Lot B, Plan VIP87269, District Lot 61, Galiano Island	Not required	From Rural 2, to Nature Protection (NP)	Owned by Galiano Conservancy Association – Great Beaver Swamp
11.	District Lot 7, Retreat Is., Except Part in Plan VIP69037	From Small Lot Residential (SLR) to Nature Protection (NP)	From Small Lot Residential (SLR) to Nature Protection (NP)	Owned by Galiano Conservancy Association
12.	Two portions of ocean area fronting the Remainder of District Lot 7, Retreat Island	from Marine (M) to Marine Protection (MP)	from Marine (M) to Marine Protection (MP)	Fronts land to be zoned Nature Protection (NP)
13.	Lot A, Plan VIP71892, District Lot 55, Galiano Island	From Forestry (F) to Nature Protection (NP)	From Forest 1 (F1) to Nature Protection (NP)	Owned by Trust Fund Board

14.	Ocean fronting Lot A, Plan VIP71892, District Lot 55, Galiano Island	From Marine (M) to Marine Protection (MP)	from Marine (M) to Marine Protection (MP)	Fronts land to be zoned Nature Protection (NP)
15.	Lot 1, Plan VIP83820, District Lot 48, Galiano Island	From Forest Industry (FI) to Light Industry (LI)	Amendment not required	Light Industry OCP designation most appropriate.
16.	Portion of District Lot 30 and District Lot 31, Galiano Is. that have been designated as community parks	From Forestry (F) to Parks and Recreation (PR)	From Rural Residential (RR) to Park (P)	Places appropriate Park zoning on two areas of park.
17.	Strata Lots 1 to 13, Plan VIS5536, District Lots 30 and 31, Galiano Is.	Forestry (F) to Rural Residential (RR)	Amendment not required	OCP designation needs to be amended to be consistent with Rural Residential zoning.
18.	Portion of Lots 9, 10 and 11, Plan 35698, District Lot 15, Galiano Is.	From Rural (R) to Rural Residential (RR)	From Rural 2 (R2) to Rural Residential (RR)	To eliminate split zoning situation.
19.	Lot A, Plan VIP 77822, District Lot 32, Galiano Island	From Forestry (F) to Rural Residential (RR)	Amendment not required	OCP designation needs to be amended to be consistent with Rural Residential zoning.
20.	Two marine areas fronting District Lot 35, Galiano Is.	From Marine (M) to Parks and Recreation (PR)	Amendment not required	Will place the marine area of Montague Harbor Park in PR designation.
21.	Portion of Lot 5, Block 9, Plan 1974, District Lot 4, Galiano Is.	From Rural (R) to Community Facility (CF)	Amendment not required	OCP designation needs to be amended to be consistent Emergency Health Services (EHS) zoning.
22.	Portion of Lot A, Plan 2598, Section 5, Galiano Is.	From Community Facility/Commercial (CF/C) to Marine Service (MS)	Amendment not required	OCP designation needs to be amended to be consistent Marine Service (MS) zoning.

23.	Area partially fronting Lot A, Plan 2598, Section 5, Galiano Is.	From Marine (M) to Marine Service (MS)	From Marine (M) to Marine Service (MS)	To allow for expanded BC Ferry Lease area.
24.	Area fronting Lot 1, Plan 16867, Section 5, Galiano Is.	From Marine (M) to Marine Protection (MP)	From Marine (M) to Marine Protection (MP)	Ocean area in front of Bellhouse Park
25.	Lot 2, Plan 15378, District Lot 33, Galiano Island		From Marine Commercial Land (MCL) to Small Lot Residential (SLR)	
26.	Portion of Lot A, Plan 48087, District Lot 3, Galiano Is.	From Community Facility (CF) to Health and Wellness Facility (HF)	Amendment not required	OCP designation needs to be amended to be consistent with Health and Wellness (HW) zoning
27.	Lot 1, Plan 28918, District Lot 3, Galiano Is.	From Community Facility/Commercial (CF/C) to Community Housing (CH)	Amendment not required	OCP designation needs to be amended to be consistent with Senior Citizens Residential (SCR) zoning
28.	Lots A and B, Plan VIP75577, District Lot 8, Galiano Is.	From Forestry (F) to Nature Protection (NP)	From Forest (F2) to Nature Protection (NP)	Change in ownership – now owned by the Crown
29.	Area fronting Lot A, Plan VIP75577, District Lot 8, Galiano Is.	From Marine (M) to Marine Protection (MP)	From Marine (M) to Marine Protection (MP)	Fronts land to be zoned Nature Protection (NP)
30.	Lot 5, Plan VIP83509, Section 2, Galiano Is.	From Rural (R) to Parks and Recreation (PR)	From Rural 2 (R2) to Park (P)	Change in ownership – now owned by CRD. Matthews Point
31.	Area fronting Lot 5, Plan VIP83509, Section 2, Galiano Is.	From Marine (M) to Marine Protection (MP)	From Marine (M) to Marine Protection (MP)	Ocean area in front of Matthews Point

32.	Area fronting Lot 29, Plan 20114, Galiano Is.	From Marine (M) to Marine Service (MS)	Amendment not required	OCP designation needs to be amended to be consistent with Marine Service (MS) zoning
33.	Area fronting Lot 29, Plan 20114, Galiano Is.	From Marine Service (MS) to Marine (M)	Amendment not required	OCP designation needs to be amended to be consistent with Marine (M) zoning

STAFF COMMENTS:

The proposed mapping amendments have been recommended for the reasons outlined in the comment section of Table 1.

Staff is recommending that an OCP bylaw and Land Use Bylaw be drafted that include all of the amendments listed in Table 1.

It is also recommended that the property owners of the area subject to the proposed amendments be forwarded a copy of the bylaw to inform them of the proposed changes and to obtain comment from them.

Should the Local Trust Committee instruct Staff to proceed with one or more of the above amendments, Staff will draft a supplemental staff report that addresses the draft bylaw changes and review the draft change against the Islands Trust Policy Statement.

OPTIONS:

- 1) Proceed no further with the amendments listed in Table 1.
- 2) Proceed with all of the amendments listed in Table 1.
- 3) Proceed with some of the amendments listed in Table 1.

RECOMMENDATIONS:

- 1) That the Galiano Island Local Trust Committee direct staff to prepare Official Community Plan Bylaws and Land Use Bylaws that incorporates the amendments listed in Table 1.

- 2) That the Galiano Island Local Trust Committee direct staff to forward the draft bylaw to all of the property owners subject t to the proposed amendments to obtain comment from them.

Prepared and Submitted by:

Gary Richardson

December 10, 2010

Date

Concurred in by:

David Marlor

December 10, 2010

Date



STAFF REPORT

Date December 9, 2010

File No.: GL-OCP-2009.1

To: Galiano Island Local Trust Committee
For the meeting of December 13, 2010

From: Robert Kojima
Island Planner
Local Planning Services

CC: David Marlor, RPM

Re: OCP Review – Forest Policy Advisory Committee Report

BACKGROUND: This report is supplemental to reports prepared for the meetings of November 17th and November 30th, which summarized the recommendations of the Forest Policy Advisory Committee and provided the Galiano Island Local Trust Committee (LTC) with a discussion of the various policy options. At the meeting of November 30th, the LTC requested that staff prepare two draft policy options for consideration: one that would permit accessory residential dwellings as an outright use on Forest lands, and a second draft that would permit consideration of accessory dwellings through rezoning. Staff has attached to this report two draft policy options, and in the Report summarizes the policies and discusses the principal issues and implications associated with each. The attached draft policies are preliminary and address only the principal policy options; the specific wording would likely be refined before being included in a draft Official Community Plan (OCP); and other elements such as background, preamble, objectives and advocacy policies are not included.

FOREST POLICY ADVISORY COMMITTEE RECOMMENDATIONS:

1. The Forest Policy Advisory Committee (the Advisory Committee) recommended (by majority vote) that lots that pre-date the sale of the former MacMillan Bloedel lands be permitted one accessory dwelling outright, with a number of conditions. The LTC reviewed the proposed conditions, and considered advice on a number of the proposed conditions in some detail. Staff was requested to prepare draft policy wording that would implement this recommendation with the conditions. The draft policy wording for the key recommendations is attached as 'Option One' (advocacy policy wording is not included in this draft). The Advisory Committee's recommendation is quoted as follows, and the committee's recommended conditions of an accessory dwelling are summarized below, with italicized staff comments noting the LTC's direction:

"The Committee recommends by majority vote that for lots which have never been subdivided since the M-B sale, regardless of size, the F-1 zoning should be changed to allow one accessory dwelling without the need for a site-by-site rezoning, provided the

conditions (described below) are met. Motion Oct. 24, 2010 *Recommend lots not subdivided since the purchase from MB, regardless of size, be permitted accessory dwelling with the conditions (see below)*

9 approved, 3 against, 1 abstained”

The Advisory Committee’s recommended conditions of an outright accessory dwelling use:

- a) No subdivision without rezoning (i.e. retain 160 acre minimum lot area) – *the LTC endorsed this condition, which would result in a policy and regulations maintaining the existing 160 acre minimum lot size in the F1 zone.*
- b) Covenant for no future subdivision (except through rezoning application) and confirmation that all buildings are accessory to forestry use –*the LTC cannot require a discretionary covenant for an outright permitted use.*
- c) Covenant reserving future highway or emergency access route consistent with Road Network Plan, establishing maintenance standards for easement roads, providing for dedication and utility Statutory Right of Way (SRW) at cost of benefitting lands, and providing for SRW for trail access in highway reservation at cost of CRD (*Capital Regional District*)– *the LTC endorsed this condition and the draft policy would require either dedication of highways and emergency access routes or that the locations are registered as statutory rights-of-way and options to purchase. This condition is discussed further below.*
- d) A single delineated building site area on the lot. The site area size (2 hectares suggested for ‘larger’ lots; 1 hectare for ‘small’ lots) is to be in direct proportion to the overall size of the lot (i.e. a ‘home plate’ approach) – *the LTC endorsed this condition and the draft policy would include provision for siting and area regulations to establish a home plate on each lot.*
- e) A maximum square footage of a residence (the committee recommends 3,000 square feet). The Committee also recommends that the LTC examine such regulations island-wide. *The LTC endorsed this option and the draft policy includes a provision for the establishment of maximum floor area regulation in the Land Use Bylaw (LUB).*
- f) Setback from the natural boundary of the sea. – *there is an island-wide setback for all buildings and structures*
- g) Home site to occupy no more than 30 metres of shoreline, with a constant width. – *see (d) above*
- h) Required rainwater catchment. – *the draft policy wording includes a provision for the servicing regulations (in the LUB) to require installation of a cistern in new construction.*

- i) Development permits where required – *the LTC has separately addressed the existing and potential new development permit areas (DPAs), which would be designated based on mapping of features, regardless of land use designation.*
- j) Cottages should not be permitted – *the LTC endorsed this recommendation*
- k) Owners should be encouraged to site outside of the most productive areas of the forest – *the LTC endorsed this recommendation and it would be included as an advocacy policy*
- l) Owners should be encouraged to sign a voluntary covenant committing to the practice of ecosystem-based forest management - *the LTC endorsed this recommendation and it would be included as an advocacy policy and would be a potential community amenity.*
- m) Shared driveways strongly encouraged - *the LTC endorsed this recommendation and it would be included as an advocacy policy.*
- n) The Local Trust Committee should consider developing possible incentives to encourage ecosystem-based sustainable forest management - *the LTC endorsed this recommendation and it would be included as an advocacy policy and would be a potential community amenity.*
- o) The Committee also recommends that any recommendations that are based on environmental principles be applied island-wide - *the LTC endorsed this recommendation.*
- p) That the LTC consider implementing a regulation in which any new dwelling on the island create and submit a wildfire risk mitigation plan – *the LTC did not endorse this recommendation.*

The advisory committee also made the following policy recommendations:

2. Dwellings equivalent to lots at a density of 1 accessory dwelling / 50 acres for lots greater than 100 acres with public road access - *the LTC directed that policies to implement this dwellings equivalent to lots option not be included in the draft OCP.*
3. Policy to consider applications to rezone to permit subdivision with a minimum lot area of 50 acres, subject to granting of forestry covenant (current OCP policy – ‘F3 option’) - *The LTC supported retaining policies in the draft OCP to permit consideration of applications to rezone to this density, this has been included in both options in the form of s. 904 density bonus provisions.*
4. OCP policy stating density greater than 1 accessory dwelling unit / 50 acres be considered by rezoning application where there is a community benefit provided - *The LTC supported including policies in the draft OCP to permit consideration of applications*

to rezone to higher density in exchange for amenities, this has been included in both options in the form of s. 904 density bonus provisions

5. Lots created by subdivision since 1992 that are less than 50 acres would not be permitted an accessory dwelling out-right, but the OCP include a policy to consider through rezoning or be permitted one accessory dwelling out-right where a density of one accessory dwelling per 50 acres over multiple lots is established through use of covenants or other mechanisms – *the LTC supported these two policy options and they are included in option one and in option two in modified form.*

Rezoning Option: this approach is the main alternative policy approach discussed by the Advisory Committee. While ultimately recommending that the LTC permit outright accessory dwelling use, the Advisory Committee recognized that the rezoning process may be the best approach to ensure *compliance* and *public participation* (by a plurality vote of the committee). The LTC requested that staff prepare draft wording that would implement this option as well. Draft policy wording is attached as 'Option Two', incorporating the same conditions recommended by the advisory committee, but as criteria and conditions of a rezoning application (again, advocacy policy wording is not included in this draft wording).

POLICY SUMMARY

Option One (outright accessory dwelling use): this option would implement the recommendations of the Forest Policy Advisory Committee (the attached draft policy wording includes marginal notes briefly describing each of the policy provisions). In summary the policies would establish the following:

- That forestry must be the principal use in all zones in the designation.
- That accessory residential dwellings are permitted in zones where they are currently permitted (F2, F3, FLR). Because of changes proposed to the F1 zoning, it is not anticipated that additional lands would be zoned F2, F3 or FLR in future.
- Draft policy (c) and its clauses would provide for one accessory dwelling as a permitted use on lots in the F1 zone.
 - The requirements of the use would limit accessory dwellings to lots of at least 20 hectares, but provide for the ability to 'link' smaller parcels by means of a covenant limiting the density to one accessory dwelling per 20 hectares. Effectively this would mean that one or two smaller lots would be prohibited from constructing a dwelling. The subsequent clause calls for the LTC to rezone lots where such covenants have been granted to reinforce the covenant restrictions, this would minimize risks associated with using covenants.
 - Clause c(iv) would require that the lot has continuous road access, by various means to the public highway system. This establishes that access is a requirement integral to the use and differs from the alternate option of requiring it as a condition of rezoning.
 - Clauses (v) and (vi) would require that either highway be dedicated or that a SRW and option to purchase be granted to Ministry of Transportation and Infrastructure (MoTI) and a covenant be granted to the LTC and MoTI restricting buildings and

other obstructions on the SRW. The dedication or SRW would have to be consistent with MoTI standards and be located consistent with the Road Network Plan.

- Policy (d) would require that LUB regulate the area and dimensions of a 'home plate', the area within which the accessory dwelling and associated structures could be constructed. As an outright use, it would be at the discretion of the owner where on a lot the home plate is established (subject to other regulations such as setbacks and development permits)
- Policy (e) would require that the LUB create a maximum floor area for accessory dwellings.
- Policy (f) would require that the LUB include servicing regulations requiring installation of cisterns at the time of new construction.
- Policy (g) would continue the existing minimum lot sizes for subdivision.
- Policies (h) and (i) would allow for future amendments to the LUB to implement amenity zoning provisions (under section 904 of the *Local Government Act*) recommended by the Advisory Committee. These amendments could be initiated by the LTC or by an applicant and could apply to one lot, several, or throughout the zone.
- Policy (j) would allow consideration of rezoning applications for lots less than 20 hectares where a community benefit is provided.

Option Two (accessory dwelling use by rezoning application): this option would provide an alternative approach to the recommendation of the Advisory Committee. In summary the policies for this option would establish the following:

- That forestry must be the principal use in all zones in the designation.
- That accessory residential dwellings are permitted in zones where they are currently permitted (F2, F3, FLR).
- Draft policy (c) and its clauses allow for consideration of applications to rezone to permit one accessory dwelling on lots in the F1 zone provided that certain conditions are met:
 - Applications are limited to lots of at least 20 hectares, or smaller multiple lots that are 'linked' by no separate sale covenants.
 - Clause c(iii) would require that the lot has continuous road access, by various means to the public highway system, as a condition of rezoning
 - Clauses (iv) and (v) would require that either highway be dedicated or that a SRW and option to purchase be granted to MoTI and a covenant be granted to the LTC and MoTI restricting buildings and other obstructions on the SRW as a condition of rezoning. The dedication or SRW would have to be consistent with MoTI standards and be located consistent with the Road Network Plan.
 - Clause (vi) would require a siting plan and delineation of a residential home plate, as a condition of rezoning, the LTC would have discretion to regulate the locating of a home plate.
 - Clause (vii) would require that the zoning establish a maximum floor area for accessory dwellings.
 - Clause (viii) would require that the zoning include servicing regulations requiring installation of cisterns at the time of new construction.

- Policy (d) would continue the existing minimum lot sizes for subdivision.
- Policies (e) and (f) would allow for future amendments to the LUB to implement amenity zoning provisions (under section 904 of the *Local Government Act*) recommended by the Advisory Committee. These amendments could be initiated by the LTC or by an applicant and could apply to one lot, several, or throughout the zone. As a density bonus, these policies would apply only where a lot had either already been rezoned for accessory residential use or as part of a rezoning for accessory residential use.
- Policy (g) would allow consideration of rezoning applications for lots less than 20 hectares where a community benefit is provided.

ISSUES

The following section of the report addresses some of the more complex aspects of the policy options in greater detail and discusses issues related to implementation.

Road and Emergency Access: the Forest Policy Advisory Committee and the LTC have emphasized that permitting residential use on the F1 lots should be contingent upon safe access and egress to and from the lots, and the implementation of a Road Network Plan. The fact that many of the F1 lots have no public road access and are legally land-locked is an historical anomaly. While access is provided for owners by overlapping easements, the presence of gates makes emergency access and the ability to use the roads as alternative emergency routes problematic. The issues associated with the need for securing emergency access in advance of subdivision are well summarized in the following quotes from the report of the Transportation Advisory Committee:

“We feel very strongly that the public interest is best recognized by assuring emergency response access and egress to all residential lots and neighbourhoods. Equally important is the provision of readily available emergency evacuation options for the public in the event of a major island catastrophe.”

“Providing for public safety is urgent. This emergency route network is required immediately. Ideally this necessity should not be hinged to the unpredictable rate or type of development of any particular area of the island.”

“The shape, topography and settlement patterns of Galiano require a unique response in providing emergency routes. The proposed Schedule C plan indicates some routes should be no more than emergency routes. In addition to those, we think that routes shown on proposed Schedule C as “highway routes” should be available by SRW for use as emergency routes at the earliest opportunity and in the interim until those routes are built and opened as public highways.”

“This committee agrees with the proposed emergency routes shown on Schedule C, provided highway routes will also be available for emergency routes until such time as they are developed as public road.”

“The traditional approach for providing transportation infrastructure is that during subdivision processes public roads are dedicated and constructed to serve new lots and public road allowance

dedications are granted for access to lands beyond. This approach fails to adequately provide for the public interest with the current large blocks of land designated primarily for forest use, whether private, parkland or nature protection.”

Given the importance of ensuring access to residential uses, the draft policy wording would establish that road access is integral to the accessory residential use in the zone. In contrast, the access requirements would not be a condition of the currently permitted principal forestry use: that use can, and could continue to, exist under the current arrangements of private easements.

Second, the draft policy would establish that the siting on the parcel of a highway, or a Statutory Right-of-way and related s. 219 covenant designating the location of the future highway, is integral to the accessory residential use,.

Development permit areas: the Forest Policy Advisory Committee recommended that where development permit areas are designated, siting of accessory residential uses should comply. As a local government cannot issue a permit in respect of land that is private managed forest that would have the effect of restricting, directly or indirectly, a forest management activity, a development permit could only be issued for non-forest management development activities. The determination of that status would continue to be made on a case-by-case basis, initially by planning staff, and with the advice of legal counsel if necessary. Ultimately, it may be in the interest of a landowner to obtain a development permit, as the *Local Government Act* establishes that a building cannot be constructed in a DPA unless the owner first obtains a development permit.

Section 904 density bonus: The Advisory Committee recommended that two density bonus options be included:

- one would preserve the existing Forest policy (b)(ii) [the ‘F3’ option] which allows for a minimum lot size of 20 hectares and one accessory dwelling per lot where the owner provides a covenant to manage the land in accordance with sustainable forestry practices.
- the second would allow for any increase in density beyond a 20 hectare minimum only with the provision of a clear community benefit involving exchange of land. Presumably the intent is to include a revised version of the former ‘RR/FH’ rezoning option.

As the Advisory Committee has recommended that accessory residential use be permitted outright, the appropriate mechanism to provide for an increase in density in exchange for a community amenity is a provision under section 904 of the Local Government Act. The proposed wording in both attached options would establish policies that would allow for consideration of future amendments to the LUB to amend the F1 zone, either universally or in specific locations, to establish in the regulations the base and bonus densities and the specific amenities to be provided to the achieve the higher density.

‘Non-conforming’ lots: the Advisory Committee recommended that lots that have never been subdivided since the M-B sale, regardless of size, be permitted one accessory dwelling, and for

those lots of less than 20 hectares in area that were created by subdivision since, be permitted an accessory residential use either through application to rezone or through combining or otherwise linking parcels to establish a minimum density of one dwelling per 20 hectares. The basis for this recommendation is presumed to reflect the fact that the lots were subdivided contrary to the provisions of the 1992 Land Use Bylaw during the period of time that those provisions were not binding on the subdivision approving officer as a result of the Supreme Court decision. For those lots of less than 20 hectares that pre-dated the 1992 bylaws, if the LTC accepts the recommendations of the Advisory Committee that those lot be permitted one accessory residential use outright, the optimal approach may be to rezone those lots to an existing zone which permits the use (such as F2), or to a new Forest zone when the LUB is amended.

Existing Dwellings: there are a number of dwellings currently constructed on F1 lots that are not pre-existing non-conforming. Under Option One (outright accessory residential use) these dwellings could be become lawful if they comply with the conditions proposed to be integral to accessory residential use (access and granting of an SRW and covenant for future highway dedication). Certain other regulations, which are not integral to the use, such as siting, size, or servicing could be relaxed through issuance of a development variance permit (or Board of Variance order for siting or size provisions)

Process: Option One would establish that accessory residential uses be a permitted outright use under specified circumstances. The process for consideration of issuance of a building permit for an accessory residential use would likely be as follows:

1. Owner makes application for a building permit to CRD Building Inspection.
2. CRD Building Inspection refers the building permit application to Islands Trust for review of zoning – this is the current administrative procedure, and the agreement would be revisited to ensure that Building Inspection continues to refer all building permit applications. However, even if a building permit were issued in error, it would be contrary to s. 35 of the Islands Trust Act, which specifies that a regional district cannot issue a permit contrary to, or at variance with, an LTC bylaw.
3. Islands Trust planning staff would review the building permit application and ensure that conditions of the use, such as siting, comply with the zoning regulations. Planning staff would consult with MoTI if highway dedication or an SRW is a requirement of the use. Highway dedication or an SRW/covenant would have to be secured prior to issuance of the permit, either through a lawyer's undertaking or through registration of the SRW/covenant with a discharge clause to cover the event that the building permit is subsequently not issued.
4. Once these conditions are confirmed, Islands Trust staff would advise CRD Building Inspection that the permit may be issued.


NEXT STEPS

Once the LTC provides staff with direction with respect to Options One or Two, a complete text draft of the OCP, with changes indicated, will be prepared and forwarded to the LTC for review in January.

Recommendations

1. THAT the Galiano Island Local Trust Committee provide staff with direction on the inclusion of policies in the draft OCP with respect to permitting accessory residential dwellings in the F1 zone.
2. THAT the Galiano Island Local Trust Committee direct staff to prepare a draft OCP for review.

Respectfully submitted by:



Robert Kojima

December 10, 2010

Date

Concurred in by:

David Marlor, MCIP

Regional Planning Manager

December 10, 2010

Date

Attachments: Draft Forest policy options

DRAFT FOREST POLICY WORDING – OPTION ONE
(OUT-RIGHT ACCESSORY DWELLING USE)

<u>DRAFT FOREST POLICY WORDING</u>	<u>COMMENTS</u>
a) The principal use is forestry. All structures, including dwellings, must be accessory to the principal forestry use and no uses should impair the long-term natural processes of forest growth and regeneration.	<i>Current OCP policy (a) wording, removing reference to principal dwelling uses in the RR and CF zones</i>
b) One accessory dwelling per lot should be permitted on lands in the Forest designation zoned FLR, F2 and F3.	<i>Permitted use in the current OCP</i>
c) One accessory dwelling per lot should be permitted on lands in the Forest designation zoned F1 in the following circumstances:	<i>Policy establishing outright permitted accessory dwelling use in the F1 zone with regulations pertaining to the use established in the following clauses</i>
i) Accessory dwellings should only be permitted on lots with an area of 20 hectares (50 acres) or more.	
ii) Where a lot has an area less than 20 hectares, one accessory dwelling should be permitted where an owner of two or more lots in the same plan of subdivision, comprising an aggregate area of 20 hectares or greater, grants a s. 219 covenant to the LTC prohibiting more than one accessory dwelling collectively on the lots and prohibiting separate sale of the lots.	<i>Policy would permit zoning to allow the 'linking' of lots less than 20 ha to establish the ability for an outright accessory dwelling at a density of 1 per 20 ha.</i>
iii) Where such a covenant has been granted, the LTC should, at its initiative, amend the zoning of the lots restricted by the s. 219 covenant to permit a maximum of one accessory dwelling on the lots.	<i>LTC should subsequently rezone these lots to reflect the restrictions in the covenant</i>
iv) The accessory dwelling should have road and emergency access substantially in the locations indicated on the Road Network Plan attached as Schedule C which provides continuous road access to the Sturdies Bay Ferry Terminal by any combination of dedicated highway, statutory right of way as described in this policy, and private easement unobstructed by any gate or similar structure.	<i>This policy would permit the use where there is unimpeded access to the dwelling for emergency or other necessary purposes</i>
v) The portions of the highway network indicated on the Road Network Plan that are on the same lot as the accessory dwelling:	<i>This policy would permit the use to occur on a lot where there is a highway</i>

<ul style="list-style-type: none"> ▪ Should comply with the roadway standards and specifications in the Land Use Bylaw, and 	<p><i>or SRW and option to purchase for future highway</i></p>
<ul style="list-style-type: none"> ▪ Should be either dedicated as highway by deposit of an appropriate plan in the Land Title Office; or be subject to a statutory right of way and an option to purchase the statutory right of way area for nominal consideration, in favour of the Crown as represented by the Minister of Transportation and Infrastructure, and a covenant in favour of the Local Trust Committee and the Minister of Transportation and Infrastructure requiring the owner of the parcel charged by the statutory right of way to keep the statutory right of way area clear of buildings and other obstructions and to maintain the road to such standards as the Ministry of Transportation and Infrastructure may prescribe from time to time; and 	
<p>vi) The portions of the emergency access network indicated on the Road Network Plan that are on the same lot as the accessory dwelling:</p>	<p><i>This policy would permit the use to occur on a lot where there is an emergency access route dedicated or an SRW and option to purchase for future highway</i></p>
<ul style="list-style-type: none"> ▪ should comply with the emergency access route standards and specifications in the Land Use Bylaw, and 	
<ul style="list-style-type: none"> ▪ should be either dedicated as highway by deposit of an appropriate plan in the Land Title Office; or be subject to a statutory right of way for emergency access purposes in favour of the Crown as represented by the Minister of Transportation and Infrastructure or another authority having jurisdiction over the provision of emergency services, and a covenant in favour of one or more of the Local Trust Committee, the Minister of Transportation and Infrastructure and the other authority , requiring the owner of the parcel charged by the statutory right of way to keep the statutory right of way area clear of buildings and other obstructions and to maintain the access route to such standards as the Ministry of Transportation and Infrastructure or the authority having jurisdiction over the provision of emergency services may prescribe from time to time. 	
<p>d) The Land Use Bylaw should include regulations ensuring that any accessory dwelling and related uses are sited within a defined portion of the lot (a residential home plate) and should establish regulations for the area, siting, and dimensions of the residential home plate.</p>	<p><i>Policy stating that home plate siting and area provisions be established in zoning</i></p>
<p>e) The Land Use Bylaw should establish a maximum floor area</p>	<p><i>Policy establishing that</i></p>

	for accessory dwellings.	<i>zoning limit floor area of accessory dwellings</i>
f)	The Land Use Bylaw should require the installation of cisterns for the storage of water in all new accessory dwelling construction.	<i>Policy establishing that servicing regulations require cisterns for new dwellings</i>
g)	The minimum parcel area for purposes of subdivision should be 65 hectares (160 acres) for lands in the F1, FLR and FH zones and 20 hectares (50 acres) in the F2 and F3 zones.	<i>Current minimum lot size</i>
h)	Consideration may be given to amending the F1 zone to establish two density regulations on specific lands within the zone, one generally applicable minimum subdivision parcel area of 65 hectares (160 acres) and a second minimum subdivision parcel area of 20 hectares (50 acres) to apply if the landowner provides an amenity in the form of a s. 219 covenant granted to the LTC or other grantee designated under s. 219(3)(c) of the Land Title Act, restricting use of the portions of the land not falling within a defined residential home plate to ecosystem-based sustainable forest management practices.	<i>Policy would allow for future amendments for s.904 amenity zoning on a site-specific basis. This retains the current F3 option.</i>
i)	Consideration may be given to amending the F1 zone to establish two density regulations on specific lands within the zone, one generally applicable minimum subdivision parcel area of 65 hectares (160 acres) and a second minimum subdivision parcel area of 8 hectares (20 acres) to apply if the landowner transfers to the Trust Fund Board, the Capital Regional District or other transferee designated in the Land Use Bylaw amendment, land to be used for conservation, ecosystem protection, public parkland, community forest, trails, or ocean accesses.	<i>Policy would allow for future amendments for s.904 amenity zoning on a site-specific basis. This would allow for further increase in density where land is provided as an amenity.</i>
j)	Consideration may be given to applications to rezone lots in the F1 zone having an area less than 20 hectares to permit one accessory dwelling on the lot where the following conditions apply:	<i>Policy requiring rezoning with community benefit for accessory residential use on lots less than 20 ha in area</i>
i)	A siting plan incorporated into the Land Use Bylaw identifies the location of the residential home plate, sited in a manner that avoids sensitive ecosystems and hazardous lands, and minimizes extension of services; and	
ii)	The owner grants to the LTC, or other grantee designated under s.s 219(3)(c) of the Land Title Act, a s.219 covenant restricting use of the portions of the land not falling within	

<p>the residential home plate to ecosystem-based sustainable forest management practices; or</p>	
<p>iii) The owner transfers a portion of the land not used for residential purposes to the Trust Fund Board of other transferee designated in the Land Use Bylaw amendment for conservation or forestry purposes; or</p>	
<p>iv) The owner transfers to the Capital Regional District land for park, trail or ocean access.</p>	
<p>k) Protection of riparian areas and other sensitive ecosystems, and development on hazardous lands should be managed through designation of development permit areas.</p>	<p><i>Policy included in earlier draft, and would establish that any DPA would apply in this designation.</i></p>

DRAFT FOR COMMENT

DRAFT FOREST POLICY WORDING – OPTION TWO
(ACCESSORY DWELLING USE BY REZONING APPLICATION)

DRAFT FOREST POLICY WORDING	COMMENTS
<p>a) The principal use is forestry. All structures, including dwellings, must be accessory to the principal forestry use and no uses should impair the long-term natural processes of forest growth and regeneration.</p>	<p><i>Current OCP policy (a) wording, removing reference to principal dwelling uses in the RR and CF zones</i></p>
<p>b) One accessory dwelling per lot should be permitted on lands in the Forest designation zoned FLR, F2 and F3.</p>	<p><i>Permitted use in the current OCP</i></p>
<p>c) Consideration may be given to applications to rezone lots in the F1 zone to permit one accessory dwelling under the following circumstances:</p>	<p><i>Policy establishing that accessory dwellings in the F1 zone may be permitted by rezoning and the conditions under which such applications would be favourably considered</i></p>
<p>i) Accessory dwellings should only be permitted on lots with an area of 20 hectares (50 acres) or more.</p>	
<p>ii) Where a lot has an area less than 20 hectares, one accessory dwelling may be permitted where an owner of two or more lots in the same plan of subdivision, comprising an aggregate area of 20 hectares or greater, grants a s. 219 covenant to the LTC prohibiting separate sale of the lots and the zoning of the lots restricted by the s. 219 covenant to permit a maximum of one accessory dwelling on the lots.</p>	
<p>iii) The accessory dwelling should have road and emergency access substantially in the locations indicated on the Road Network Plan attached as Schedule C which provides continuous road access to the Sturdies Bay Ferry Terminal by any combination of dedicated highway, statutory right of way as described in this policy, and private easement unobstructed by any gate or similar structure.</p>	<p><i>Requires access to public highway</i></p>
<p>iv) The portions of the highway network indicated on the Road Network Plan that are on the same lot as the accessory dwelling:</p>	<p><i>Requires dedication or SRW for RNP highway on the lot</i></p>
<ul style="list-style-type: none"> ▪ Should comply with the roadway standards and specifications in the Land Use Bylaw, and 	

<ul style="list-style-type: none"> ▪ Should be either dedicated as highway by deposit of an appropriate plan in the Land Title Office; or be subject to a statutory right of way and an option to purchase the statutory right of way area for nominal consideration, in favour of the Crown as represented by the Minister of Transportation and Infrastructure, and a covenant in favour of the Local Trust Committee and the Minister of Transportation and Infrastructure requiring the owner of the parcel charged by the statutory right of way to keep the statutory right of way area clear of buildings and other obstructions and to maintain the road to such standards as the Ministry of Transportation and Infrastructure may prescribe from time to time; and 	
<p>v) The portions of the emergency access network indicated on the Road Network Plan that are on the same lot as the accessory dwelling:</p>	<p><i>Requires dedication or SRW for RNP emergency access routes on the lot</i></p>
<ul style="list-style-type: none"> ▪ should comply with the emergency access route standards and specifications in the Land Use Bylaw, and 	
<ul style="list-style-type: none"> ▪ should be either dedicated as highway by deposit of an appropriate plan in the Land Title Office; or be subject to a statutory right of way for emergency access purposes in favour of the Crown as represented by the Minister of Transportation and Infrastructure or another authority having jurisdiction over the provision of emergency services, and a covenant in favour of one or more of the Local Trust Committee, the Minister of Transportation and Infrastructure and the other authority, requiring the owner of the parcel charged by the statutory right of way to keep the statutory right of way area clear of buildings and other obstructions and to maintain the access route to such standards as the Ministry of Transportation and Infrastructure or the authority having jurisdiction over the provision of emergency services may prescribe from time to time. 	
<p>vi) A siting plan identifying the location of the residential home plate ensuring that any accessory dwelling and related uses are sited within a defined portion of the lot (a residential home plate) and should establish regulations for the area, siting, and dimensions of the residential home plate. The residential home plate should be sited in a manner that avoids sensitive ecosystems and</p>	<p><i>'Home plate' delineation</i></p>

hazardous lands, and which minimizes extension of services.	
vii) A maximum square footage is established for the accessory dwelling.	<i>Policy establishing that floor area of accessory dwellings is limited as part of rezoning. A specific floor area(s) could be included in the policy or determined on a case-by-case basis</i>
viii) Regulations require the installation of cisterns for the storage of water in all new accessory dwelling construction.	<i>Policy establishing that servicing regulations be included in zoning requiring cisterns at time of construction of accessory dwellings</i>
d) The minimum parcel area for purposes of subdivision shall be 65 hectares (160 acres) for lands in the F1, FLR and FH zones and 20 hectares (50 acres) in the F2 and F3 zones.	<i>Current minimum lot size</i>
e) On lands in the F1 zone which have been rezoned to permit an accessory dwelling, consideration may also be given to amending the F1 zone to establish two density regulations on specific lands within the zone, one generally applicable minimum subdivision parcel area of 65 hectares (160 acres) and a second minimum subdivision parcel area of 20 hectares (50 acres) to apply if the landowner provides an amenity in the form of a s. 219 covenant granted to the LTC or other grantee designated under s. 219(3)(c) of the Land Title Act, restricting use of the portions of the land not falling within a defined residential home plate to ecosystem-based sustainable forest management practices.	<i>Policy would allow for future amendments for s.904 amenity zoning on a site-specific basis. This retains the current F3 option.</i>
f) On lands in the F1 zone which have been rezoned to permit an accessory dwelling, consideration may also be given to amending the F1 zone to establish two density regulations on specific lands within the zone, one generally applicable minimum subdivision parcel area of 65 hectares (160 acres) and a second minimum subdivision parcel area of 8 hectares (20 acres) to apply if the landowner transfers to the Trust Fund Board, the Capital Regional District or other transferee designated in the Land Use Bylaw amendment, land to be used for conservation, ecosystem protection, public parkland, community forest, trails, or ocean accesses.	<i>Policy would allow for future amendments for s.904 amenity zoning on a site-specific basis.</i>

<p>g) Consideration may be given to applications to rezone lots in the F1 zone having an area less than 20 hectares to permit one accessory dwelling on the lot where the following conditions apply::</p>	<p><i>Policy requiring rezoning with community benefit for accessory residential use on lots less than 20 ha in area</i></p>
<p>i) Compliance with policies c(iv), (v), (vi), (vii), (viii) and (ix) above; and</p>	
<p>ii) The owner grants to the LTC, or other grantee designated under s.s 219(3)(c) of the Land Title Act, a s.219 covenant restricting use of the portions of the land not falling within the residential home plate to ecosystem-based sustainable forest management practices; or</p>	
<p>iii) The owner transfers a portion of the land not used for residential purposes to the Trust Fund Board of other transferee designated in the Land Use Bylaw amendment for conservation or forestry purposes; or</p>	
<p>iv) The owner transfers to the Capital Regional District land for park, trail or ocean access.</p>	
<p>h) Protection of riparian areas and other sensitive ecosystems, and development on hazardous lands should be managed through designation of development permit areas.</p>	



Top Priorities

Galiano Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	OCP Review	<p>Phase 1 - Staff review: build-out analysis, community profile, technical review, preliminary mapping, consultant work, early agency consultation - COMPLETED</p> <p>Phase 2 - Community consultation: initial meetings, issue identification, consideration of public consultation mechanisms, appointment of advisory groups, advisory group meetings and recommendations, other on-going consultation and participatory mechanisms, review of recommendations - COMPLETED</p> <p>- Phase 3 - Policy development: drafting and review of new or revised policies. Targeted LUB amendments to be considered once policy drafting complete, further community consultation - ON-GOING</p> <p>Phase 4 - Legislative phase: agency referrals, readings, public hearing, EC, Ministerial approval, final consideration and adoption.</p>	Sep-19-2008	Robert Kojima	Nov-01-2011	On Going

2	OCP/LUB Amendments Staff report to LTC identifying routine OCP/LUB amendments. Review OCP/LUB Definitions	May-10-2009	Gary Richardson	Aug-30-2010	On Going
3	Proposed Bylaws 158 and 159 (Road Network Plan)	May-10-2010			On Going



Projects

Galiano Island

No.	Description	Activity	Received/Initiated	Status
1	Docks and Seawalls	Review existing policies and regulations Could be undertaken as part of the OCP Review	Dec-15-2008	On Going
2	Water Policy	Review water policy Review potable water requirements Boundary adjustment water requirements Examine availability of Natural Resources Canada assistance Work could be undertaken as part of the OCP Review	Feb-16-2005	On Going
3	Land Use Bylaw Definitions	Definitions need to be reviewed for: - Sustainable Forest Principles - Dwellings (reference issues of internal access, breezeways, etc) - Floor Areas, especially in relation to unenclosed buildings - Grade level, setbacks of unenclosed buildings, height, accessory buildings, watercourses, museums Could be undertaken as part of the OCP Review	Dec-15-2008	On Going
4	Zoning Amendments	Review of AG and R3 zones: permitted uses and accessory building allowances; Review all zones to allow accessory buildings for farm type uses Retreats - policy review Conservation lands Remove Silv Forest Foundation as a potential	Dec-15-2008	On Going

covenant holder on forest lands
 Review the F3 option
 Work could be undertaken as part of the OCP Review

5	Development Permit Areas	Review for functionality (include examination of commercial DP for Sturdies Bay) Could be undertaken as part of the OCP Review	Dec-15-2008	On Going
6	Setbacks and Lot Coverage	Review setbacks for C1 and AG zones Review lot coverage restrictions generally Review setbacks for septic systems Could be undertaken as part of the OCP Review	Dec-15-2008	On Going
7	Telecommunication Towers	Prepare guidelines and review/amend when appropriate.	Dec-15-2008	On Going
8	Soil Removal and Deposit Bylaw	Develop a soil removal and deposit bylaw	Dec-15-2008	On Going
9	Review Request From Bernard Mignault contained in letter of Dec 24/08.		Feb-09-2009	On Going
10	Strata Lots and Building Stratatas	Review policies and regulations and ensure common properties are appropriately zoned Examine building strata in regard to all properties	Dec-15-2008	On Going
11	Temporary Use Permits for Sawmills	Establish policy and regulations Could be undertaken as part of the OCP Review	Dec-15-2008	On Going
12	Short-term Vacation Rentals	Review and develop policy and regulations Could be undertaken as part of the OCP Review	Dec-15-2008	On Going
13	Rod and Gun Club land use issues		May-11-2009	On Going
14	Parking	Review policy and regulations Could be undertaken as part of the OCP Review	Dec-15-2008	On Going
15	Review and update DAI bylaw	to address existing, revised and new DPA, including professional credentials and qualifications	Oct-26-2010	On Going
16	Review section 2.17 of LUB - Split Zoned Lots		Nov-08-2010	On Going



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 – Updated: Sept. 21, 2010

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.

(Italics indicate significant changes since last Trust Council meeting; shaded text represents actions in past and future years)

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

**EXCERPT FROM 2010
STRATEGIC PLAN**

**AS APPROVED AT SEPTEMBER
2010 TRUST COUNCIL**

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
To identify and protect riparian areas	Implement Riparian Area Regulations throughout the Trust Area	FY 2009/10 Review RAR mapping by UBC	LPC	Funded by 09/10 program budget	By whether RAR mapping contract is complete.	Complete
		FY 2010/11 & 2010/11 Develop bylaws re RAR requirements, subject to RAR mapping completion	LTCs/BIM*	Funded by 09/10 program budget	By whether all islands are RAR compliant through bylaw development	Two islands are RAR compliant RAR stream mapping complete for all southern islands Application processing procedures compliant with RAR for all islands
		FY 2010/11 Develop communications materials about RAR for use in LTC meetings	LPC	Funded by 10/11 program budget	By whether staff have developed communications materials	Funding allocation approved by Council in June
To improve the identification of protection of biodiversity, environmentally sensitive areas and significant natural sites, features and landforms	Continue improvements to mapping data (i.e. ecosystem maps) Protect sensitive and significant land through land use planning decisions Monitor and enforce LTC conservation covenants	FY 2009/10 Complete DEM acquisition & implementation programs for Trust Area	LPC	Funded by 09/10 program budget	By whether DEM program is complete	Complete
		FY 2010/11 & 2011/12 Complete SEM acquisition and implementation programs for Trust Area	LPC	Funded by 10/11 program budget	By whether SEM program is complete	Dependent on TEM, which is now complete. On track for completion this term
		2008-2011 term Optimize opportunities to protect land	LTCs/BIM*	Funded by base budget	By the hectares of land that have been protected	Awaiting opportunity. (Denman bylaws adopted). Relevant OCP policies in development on several islands
		FY 2009/10 & 2010/11 Establish management plan for LTC conservation covenants	LPC	Funded by base budget	By whether a management plan has been finalized	Covenant inventory complete. Covenant monitoring approach reviewed by LPC in August.
		FY 2010/11 Management/monitoring program for LTC conservation covenants	LPC	Funded by base budget	By whether the management plan has been funded and implemented	Not started

<p style="text-align: center;">To reduce greenhouse gas emissions</p>	<p>FY 2009/10 May/June – LPS staff to attend ministry workshops for planners re. TPAs</p>	LPS	Funded by base budget	By whether relevant staff have attended workshops	Complete
	<p>Sept 2009 Develop a Trust-wide work program to include targets, policies and actions for GHG emission reduction in all island OCPs by legislated deadline (May 31/10)</p>	LPC	Funded by base budget	By whether LTCs and BIM have focused work programs to include targets, policies and actions for GHG emission reduction in their OCPs.	Complete
	<p>Jan to May 2010 Establish targets, policies, and actions in OCPs by legislated deadline (May 31/10)</p>	LTCs/BIM*	Funded by 09/10 and 10/11 program budgets. Additional funding may be available through grants	By whether all OCPs have been amended to include GHG emission reduction targets, policies and actions by May 31/10	Targets, policies and action included in seventeen OCPs submitted for ministerial approval. Two OCPs are delayed.
	<p>FY 2009/10 Develop relevant information on a Trust-wide basis that will serve all LTCs</p>	LPC	Funded by program budget (09/10 budget)	By whether we have developed tools to assist LTCs/LIMs in reducing GHG emissions through land use decisions	Complete
	<p>FY 2010/11 Consider the inclusion of the information provided by the LPC into appropriate bylaws and processes</p>	LTCs/BIM*	Funded by 10/11 program budget	By whether GHG emission reduction is achieved in LTC land use decisions	OCP/LUB reviews underway for several islands All future OCP reviews must address GHG emissions reduction
<p>Amend OCPs to include emission reduction targets, policies and actions (TPAs)</p>					
<p>Foster energy-efficient communities through land use planning decisions</p>					

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		FY 2009/10 OCP/LUB reviews underway on selected islands	LTCs	Funded by 09/10 program budget	By the number of LTCs/IM with new policies and regulations for protection of freshwater resources	Reviews continuing in 10/11
		FY 2010/11 & 2011/12 OCP/LUB reviews underway on selected islands	LTCs	Funded by 10/11 program budget		Reviews underway or 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	FY 2009/10 Develop integrated shoreline and watershed protection mapping for one island to assist OCP process (joint UBC/IT project)	LPC	Funded by 09/10 program budget	By whether mapping is complete	Complete
		FY 2009/10 and 2010/11 Thetis Island LTC – consider the use of integrated shoreline & watershed protection into OCP review process	LTC	Funded by 09/10 & 10/11 program budget	By whether OCP has been amended to include new forms of protection	Background shoreline research almost complete OCP review underway
		FY 2010/11 Provide recommendations to the Trust Council regarding a Trust – wide adoption of an integrated shoreline & watershed protection approach for OCP processes	LPC	Funded by base budget	By whether recommendations have been provided to TC.	RFD with recommendations to Trust Council in Sept 2010
		FY 2011/12 Initiate Green Shores for Homes project: Extend integrated shoreline & watershed protection approach to Islands Trust Area	EC LTC/BIM*	Subject to funding	By whether integrated shoreline and watershed protection mapping is complete	Funding applications in process

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	FY 2009/10 Provide recommendations and guidance for LTCs with respect to relevant options for land use planning decisions to advance affordable housing	LPC	Funded by 09/10 program budget	By whether recommendations/guidance has been provided.	Complete	
		FY 2010/11 Consider implementing land use planning decisions to advance affordable housing	LTCs	Funded by 10/11 programs budget	By the number of LTCs have implemented land use planning decisions regarding affordable housing.	Task Force will continue in 10/11 to provide assistance to LTCs regarding implementation	
		FY 2011/12 Measure and report on island housing affordability	TAS	TBD	TBD	Completed for SSI&GB May be included in indicators program	
		FY 2009/2010 Support public education by creating IT resource webpage (e.g. with SSI area farm plan) and encouraging community gardens	TAS	Funded by base budget	By whether IT resource webpage with food security links have been created	Webpage now live. UBCM funding approved for seniors' community garden project	
	Support local food security	FY 2010/2011 Support completion of a second area farm plan (Denman)	LTC	Funded by 10/11 programs budget	By whether a second area farm plan is started	Started. Matching funding received	
		FY 2011/2012 Complete a second area farm plan (Denman)	LTC	Subject to funding (11/12 budget)	By whether a second area farm plan has been completed	Not started	
	To minimize the impact of climate change upon islands and communities	Include new policies and regulations about food security in OCPs and LUBs as they are reviewed	FY 2010/2011 Trust Council workshop about local government role in food security	TPC	Funded by base budget	By whether a workshop has been held	Scheduled for Sept 2010
			FY 2009/10 & 2010/11 Reviews underway on selected islands	LTC	Funded by 09/10 programs budget	By the number of LTCs/IMs with new policies and regulations related to food security	Food security toolkit in preparation OCP/LUB reviews started
		Develop climate change adaptation plan	FY 2011/2012 Continue implementation of adaptation planning framework.	TPC	Subject to funding	TBD	Not started. May be delayed.
			FY 2012/2013 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
<p>To cultivate community engagement and participation in land use planning</p>	<p>planning and regulatory decisions</p>					
	<p>Develop new tools and strategies to encourage community engagement in land use planning processes</p>	<p><u>FY 2009/10</u> Develop new tools and strategies to encourage community engagement in land use planning processes</p>	<p>LPC</p>	<p>Funded by base budget</p>	<p>By whether information about new tools and strategies has been circulated to trustees and staff.</p>	<p>World Café demo held during June TC Staff training planned Info circulated as part of Climate Wise Islands materials and regarding sensitive ecosystems. Sensitive ecosystems webpage developed</p>
		<p><u>FY 2010/11</u> Consider new tools and strategies to encourage community engagement in land use planning processes</p>	<p>LTCs</p>	<p>Funded by base budget</p>	<p>TBD</p>	<p>Developing public portal for IT mapping data Affordable housing webpage planned Food security toolkit under development</p>

Goal 4: Organizational Effectiveness...

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?*	IS FUNDING IN PLACE OR REQUIRED?	HOW WOULD WE MEASURE SUCCESS?	STATUS
To provide services on an increasingly effective basis	Develop cost effective bylaw enforcement tools	FY 2009/10 & 2010/11 Establish a Bylaw Dispute Adjudication System for the Islands Trust	LPC	Funded by base budget	By whether a Bylaw Dispute Adjudication System is established.	Regulatory adjustments approved by province for several islands. Agreement approved by Trust Council Mar 10. Awaiting ministerial approval
		FY 2009/10 & 2010/11 Consider bylaw amendments to allow Bylaw Dispute Adjudication System	LTCs	Funded by base budget	By the number of islands where a Bylaw Dispute Adjudication System is in place	Bylaw drafting in progress
	Review of development application fee levels and cost recovery mechanisms	FY 2010/11 Develop terms of reference and identify budget and data needs for review of application fees	FPC LPC	Funded by base budget	By whether terms of reference has been developed and any necessary budget and data needs have been identified.	Not started
		FY 2011/12 Review of application fees, development of amendments to model fees bylaw and related policies	FPC LPC	Subject to budget (11/12 budget)	By whether application fees and cost recovery mechanisms have been reviewed, policies have been amended and a model fees bylaw has been developed.	Not started
	Adoption of amended fees bylaws	LTCs	Subject to budget (11/12 budget)	By whether all LTCs have adopted amended fees bylaws	Not started	

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
 ID -- Identification
 IM – Island Municipality
 IT – Islands Trust
 LPC – Local Planning Committee
 LPS – Local Planning Services

LTA – Local Trust Area
 LTC – Local Trust Committee
 LUB – Land Use Bylaw
 MCRD – Ministry of Community & Rural Development
 MGMT – Management Team
 NA – Not Applicable
 NAPTAP – Natural Area Protection Tax Exemption Program
 OCP – Official Community Plan
 PSSC – Policy Statement Sub Committee
 PMFL – Private Managed Forest Land
 RAR – Riparian Area Regulations
 RCP – Regional Conservation Plan
 RD – Regional District

RFD – Request for Decision document
 RM – Records Management
 SEM – Sensitive Ecosystem Mapping
 SSI – Salt Spring Island
 TAS – Trust Area Services
 TEM – Terrestrial Elevation Mapping
 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

For more information, contact
Sheila Malcolmson, Chair,
 Islands Trust Council
 email: smalcolmson@islandstrust.bc.ca
 telephone 250.247.8078
Linda Adams, Chief Administrative Officer,
 Islands Trust
 email: ladams@islandstrust.bc.ca
 telephone 250.405.5151
 Visit our website at www.islandstrust.bc.ca

Colour Key for fourth column:
 Colour
 Local Planning (through Local Planning Committee, Local Planning Services staff, Local Trust Committees or Bowen Island Municipality)
 Trust Programs Committee or Trust Area Services staff
 Executive Committee/CAO's office

Potential committee/unit/body taking lead for strategy/activity
 Financial Planning Committee/Administrative Services staff
 Management team
 Trust Fund Board or Islands Trust Fund staff

* Depends upon decisions of the Bowen Island Municipal Council
 ** Depends upon decisions of the Trust Fund Board



Applications w/ Status - Galiano Island Status: Open

Applications

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GL-DVP-2010.2	John Scoones Planner: Gary Richardson	Aug-25-2010	To allow the retaining wall to be as close as 1ft from the property line.

Planning Status

Status Date: Oct-06-2010

Staff has visited the site and is requesting further information regarding siting of wall before proceeding with the application.

Status Date: Aug-26-2010

sent letter of acknowledgement of receipt of fees and application to applicant; copied application to trustees and forwarded file to planner.

Rezoning

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2004.6	Crystal Mountain Society Planner: Gary Richardson	Jun-14-2004	To amend OCP and LUB to allow for a Retreat Centre and Forest Retreat. Lot 4, Plan VIP68079, DL 88/89. x-reference draft bylaws 187 (OCP) and 188 (LUB).

Planning Status

Status Date: Sep-13-2010

LTC advised staff at the September 9, 2010 LTC meeting that they do not want to proceed with the application at this time. They will wait until the OCP policies are drafted. Nothing for staff to do at this time.

Status Date: Sep-01-2010

Staff to determine if LTC wants to proceed with this application at this time.

Status Date: Sep-11-2009

Applicant advised staff that they want file to remain open.

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2005.2	Victor Romagnoli	Mar-21-2005	To rezone from F1 to F3 to permit for one residence and related buildings. Lot B, Plan VIP 68079, DL 88/89.

Planner: Gary Richardson

Planning Status

Status Date: Oct-29-2010

Staff working on cov. review.

Status Date: Sep-01-2010

Draft Bylaw on Sept 9, 2010 LTC agenda.

Status Date: Jul-27-2010

Staff report on August 9, 2010 LTC agenda.

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2005.3	Landplan Group Inc	May-12-2005	To amend the LUB from F1 to RR & FH. DL 72 and Lot 15, DL 71 and 77, Plan VIP61007. X-reference GL-SUB-2007.1 FH proposed to form Part of Bogega Ridge Provincial Park

Planner: Gary Richardson

Planning Status

Status Date: Sep-13-2010

Applicant advised staff (September 4, 2010) that they want to wait until OCP policies are drafted so that they can determine how to proceed with the RZ (GL-RZ-2005.3) and Subdivision (GL-SUB-2007.1). Nothing required for staff to do at this time. Will bring forward December 9, 2010.

Status Date: Sep-01-2010

Letter sent to applicants July 27, 2010 that if staff does not receive response to options outlined in letter of April 15, 2010 that the file will be closed.

Status Date: Dec-04-2009

Staff to provide applicant with options as bylaw 203 removed RR/FH policy from OCP

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2006.3	Gundy MacNab	Oct-16-2006	rezone from F1 to RRFH - DL 50

Planner: Gary Richardson

Planning Status

Status Date: Sep-13-2010

Nothing to be done by staff at this time will bring forward December 9, 2010.

Status Date: Sep-01-2010

Applicant advised staff on Aug 30, 2010 that she would like to wait until OCP review is complete before making a decision on how to proceed. She wants the file kept open.

Status Date: Aug-03-2010

Sent letter to applicant advising that RR/FH option no longer in the OCP and advised of options.

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2008.2	Fred King	Feb-22-2008	To amend the zoning from F1 to F3 for the property known as DISTRICT LOT 17, GALLANO ISLAND, COWICHAN DISTRICT, EXCEPT PART IN PLAN 22128

Planner: Gary Richardson

Planning Status

Status Date: Sep-13-2010

Nothing to be done by staff at this time. Will bring forward December 9, 2010.

Status Date: Jul-27-2010

Applicant advised that he wants to hold application until draft OCP is prepared, and that Jim Truit is to be included.

Status Date: Jul-14-2010

Sent letter to determine if applicant wants to proceed with application and which properties the applicant wants included.

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2010.1	Kim Linglet	Jan-04-2010	Various (19) properties involved: this one is to amend Land Use Contract G70321 - guest cottage size from 500 sq. f.t to 650 sq. ft.

Planner: Gary Richardson

Planning Status

Status Date: Oct-29-2010

Proposed bylaw 208 to executive for approval

Status Date: Jul-27-2010

Public Hearing scheduled for sept 9, 2010

Status Date: Jun-04-2010

Bylaw on June 14 LTC agenda for consideration of 1st reading.

Subdivision

File Number	Applicant Name	Date Received	Purpose
GL-SUB-2002.1	FORSTBAUER, WALTER		To create 3 parcels for residential use. DL 44. X-reference GL-RZ-01-2001

Planner: Gary Richardson

Planning Status

Status Date: Sep-01-2010

Staff is following up on LTCs direction to have cov. registered.

Status Date: Jun-04-2010

Memo prepared by staff on the June 14 LTC agenda outlining cronology of cov. issue.

Status Date: Dec-04-2009

Applicant waiting for outcome of forest issues before providing covenant.

File Number	Applicant Name	Date Received	Purpose
GL-SUB-2007.1	LPG Landplan Group Inc	Feb-12-2007	Creating 6 new lots. DL 72 and Lot 15, DL 71 and 77, Plan VIP61007. X-reference GL-RZ-2005.3

Planner: Gary Richardson

Planning Status

Status Date: Sep-13-2010

Applicant advised staff (September 4, 2010) that they want to wait until OCP policies are drafted so that they can determine how to proceed with the RZ (GL-RZ-2005.3) that is required for this subdivision to comply with the Gal LUB. Nothing required for staff to do at this time. Will bring forward December 9, 2010.

Status Date: Sep-01-2010

If staff does not receive response to July 27, 2010 letter by September 7, 2010 MOTI will be advised that the RZ file has been closed and subdivision does not comply with zoning.

Status Date: Jan-03-2008

Applicant advises MoT and Islands Trust that they wish to continue with the application.

File Number	Applicant Name	Date Received	Purpose
GL-SUB-2008.2	William Alexander & Lennis Shirley Campbell c/o	May-15-2008	Subdivision to create 14 new lots. DL 57 x-Reference GL-RZ-2008.3 (Proposed bylaws 201 OCP and 202 LUB)

Planner: Gary Richardson

Planning Status

Status Date: Sep-13-2010

Waiting for applicant to satisfy PLA conditions nothing for staff to do at this time.

Status Date: Sep-01-2010

Applicant now needs to satisfy PLA conditions.

Status Date: Dec-04-2009

File Number	Applicant Name	Date Received	Purpose
GL-SUB-2010.1	Land Survey Inc.	Jun-03-2010	ELLIS RD To create 2 lots

Planner: Gary Richardson

Planning Status

Status Date: Oct-29-2010

Status Date: Sep-13-2010

Response sent to MOTI September 13, 2010.

Status Date: Sep-01-2010

Staff to send response to MOTI by September 10, 2010

Kathy Jones

From: Nancy Roggers
Sent: November-25-10 8:28 AM
To: David Marlor; Gary Richardson; Gary Steeves; Louise Decario; Sandy Pottle; Kathy Jones; Sharon Lloyd-deRosario
Cc: Craig Elder
Subject: Galiano expense report - Nov/10

		Budget	Spent	Balance
Invoices posted to November 24, 2010				
625 Galiano	65000 Trustee Expense	1,000.00		1,000.00
625 Galiano	65200 LTC Meetings	6,500.00	2,194.74	4,305.26
	65210 APC Meetings			-
	65220 Communications		477.76	(477.76)
	65230 Special Projects		100.00	(100.00)
	65240 Miscellaneous			-
	TOTAL LTC Local Expense	6,500.00	2,772.50	3,727.50
625 Galiano	72300 OCP/LUB Expense	19,000.00	7,512.15	11,487.85

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.

ADOPTED

Galiano Island Local Trust Committee
Expense Budget

2009-2010

\$6500

	G/L Code	Budget
LTC Meeting Expenses	65200	3 900
APC Meeting Expenses	65210	650
Communications	65220	650
Special Projects	65230	1 000
Miscellaneous	65240	300
Total		6 500

Galiano Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

No	Meeting Date	Resolution No.	Issue	Policy
1.	May 18, 2004	GL-LTC-118-04	Road Network Plan	It was Moved and Seconded that the issue of access, including the proposals provided in the Road Network Plan, be applied to any existing and future rezoning applications brought before the LTC.
2.	June 14, 2004	GL-LTC-130-04	Forest 1 and Forest 3 lots	<p>It was Moved and Seconded that staff be directed to draft a proposal to the Islands Trust Executive Committee requesting approval of a special Galiano Island Local Trust Committee initiative to accept, at reduced fee levels and for a limited time, applications to rezone eligible Forest 1 lots to Forest 3.</p> <p>In support of this request we offer that applications received under this initiative be batched in groups of two or more, each under a single bylaw. This approach, administered efficiently, will take less time to process and therefore cost less than if done singly, while still ensuring community input through full public process.</p> <p>The groupings we anticipate should be for properties of like nature and general location, though not necessarily contiguous.</p>
3.	July 21, 2004	GL-LTC-137-04	F1 Zone	It was Moved and Seconded that Galiano LTC consider option 1, Cost Recovery Model, of the July 7, 2004, staff report Re: Batching/Initiating Offer, as an operating policy for the charging of fees as part of any rezoning application and in particular with reference to applications for rezoning of F1- zoned properties.

No	Meeting Date	Resolution No.	Issue	Policy
4.	February 16, 2005	n/a	F3 Covenant	Galiano LTC will hold be a covenant holder to all covenants granted as part of the F3 rezoning process The model F3 covenant will be referred to all prospective covenant holders for comment on the document and to seek confirmation that they are willing to be a covenant holder jointly with the local trust committee.
5.	June 29, 2005	n/a	Subdivision Applications	Staff are requested to prepare a report that provides wording for standing resolution to refer subdivision applications to the Galiano Fire Department and the Parks and Recreation Commission.
6.	Sept. 26, 2008	GL-RWM-12-08	RZ applications	THAT Galiano Island Local Trust Committee instructs staff to advise potential applicants that, upon receipt of a zoning amendment application, the Local Trust Committee will consider placing the application in abeyance until the completion of a review of the Official Community Plan policies, if in the opinion of the Local Trust Committee, the application may affect or be affected by the review, and that Staff be instructed to post notice to the public on the Islands Trust internet website to this effect.
7.	May 11, 2009	GL-LTC-85-09	Parks Commission Referral	THAT the Galiano Island Local Trust Committee direct Staff to send rezoning applications to the Galiano Island Parks and Recreation Commission for referral.
8.	October 18, 2010	GL-LTC-115-10	Publishing Notices beyond legal requirements	THAT the Galiano Island Local Trust Committee will advertise Public Hearing Notices in either the Active Page Magazine or Islands Tides Newspaper in addition to the legally required advertising in the Driftwood Newspaper.

K:\LTC\Galiano\Standing Resolutions\Policies and standing resolutions.doc



Islands Trust

Preserving **island** communities, culture and environment.

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Population:

Approximately 1,258

Size:

5,810 hectares (14,356 acres)

Location:

26 kilometres north-east of the Swartz Bay ferry terminal located on Vancouver Island.

[Land Use Planning](#)

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[Related Resources](#)

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Galiano 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 Galiano 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.

October 2010

- [2007 Community Energy and Emission Inventory Reports \(CEEIs\) now available](#)
- [New Islands Trust GHG Emission Inventories webpage posted](#)

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Galiano Island Local Trust Committee Projects

Planner Office Hours on Galiano Island

- [Planner Office Hours on Galiano Island - 2010](#)

General

- no items at this time

Climate Change Action

- [Staff Report - October 2009](#)
- [Community Engagement Tools](#)
- [Climate Wise Islands](#)
- [Staff Report - January 29, 2010 | Proposed Bylaw No. 206](#)

Ecosystem Mapping

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

Official Community Plan Review

Drafts

- [Draft 1: April 9, 2010](#)
- [Draft 2: July 2010](#)

OCP Committee Meetings

- [Calendar of Advisory Group Meetings](#)

Advisory Groups

- Transportation: [Terms of Reference](#) | Final Report: [Part 1](#) and [Part 2](#)
- Affordable Housing: [Terms of Reference](#) | [Final Report](#)
- Agriculture and Food Security: [Terms of Reference](#) | [Final Report](#)
- Community and Economic Development: [Terms of Reference](#) | [Final Report](#)
- Groundwater: [Terms of Reference](#) | [Final Report](#)
- Steering Committee: [Terms of Reference](#)
- Forest Policy: [Terms of Reference](#) | [Final Report](#)
- Ecosystem Protection: [Terms of Reference](#) | [Final Report](#)

Other OCP Review Documents

- [Staff Report - April 9, 2009](#)

Committee Links

- [Committee Home](#)
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- [Contact Trustees](#)
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- [Staff Report - May 19, 2009](#)
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- [Subdivision Potential Map | Note](#)
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- [Staff Report \(Short Term Vacation Rentals\) - January 27, 2010](#)
- [Staff Report - March 5, 2010](#)
- [Staff Report - March 31, 2010](#)
- [Staff Report - April 14, 2010 re: Affordable/Community Housing Advisory Group Recommendations](#)
- [Staff Report - April 27, 2010 re: Agriculture and Food Security Advisory Group Recommendations](#)
- [Approved Project Schedule and Deliverables - May 2010](#)
- [Staff Report - May 13, 2010 re: Transportation Advisory Group Recommendations](#)
- [Staff Report - May 13, 2010 re: Community Economic Development Advisory Group Recommendations](#)
- [Staff Report - May 26, 2010 re: Ecosystem Protection Advisory Group Recommendations](#)
- [Staff Report - June 4, 2010 re: Transportation Adviosry Group Recommendations Part 2](#)
- [Staff Report - September 2010 re: Water Advisory Group Recommendations](#)

Land Use Bylaw Review

- [Staff Report- April 26, 2010](#)
- [Staff Report - August 31, 2010](#)

Applications

Land Use Contract Amendment Application GL-RZ-2010.1 (Lenglet)

- [Staff Report dated March 1, 2010](#)
- [Staff Report dated March 31, 2010](#)
- [Proposed Bylaw No. 208](#)

Official Community Plan Amendment GL-OCP-2010.1 (LTC Initiated) re: RR/FH One Percent Issue

- [Staff Report dated February 27, 2010](#)
- [Staff Report dated March 31, 2010](#)
- [Proposed Bylaw No. 207](#)

Rezoning Application : GL-RZ-2005.2 (Smith/Romagnoli)

- [Staff Report dated July 29, 2010](#)

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Memorandum

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Date November 12, 2010 File Number GL/02

To Galiano Island Local Trust Committee

From Kathy Jones
Planning Clerk
Local Planning

Re Galiano Island Advisory Planning Commission Terms

This memo is to inform you that Sheila Anderson, Ursula Dreshield, Keith Erickson and David Gaylor APC Appointments expire on February 1, 2011. The remainders of the appointments are for a two year term which expires on February 1, 2012.

Your options for appointing APC members are:

1. Re-appointing the members whose terms have expired

Draft a letter and send to the present members asking if they would like to serve another term two year term.

2. Advertise for a new APC

Advertising could be done by publishing a notice in the Active Page, posting on island and on the Galiano Island Web Page. Alternatively, you could advertise through an island mailout

In the past, when we do advertise for APC members, we send a letter thanking the current members and invite them to re-apply, if they are interested in serving another term.

Whichever option you choose, a resolution to appointment members should be made before the terms expire on February 1, 2011.

Excerpt from APC Bylaw:

- (c) The Local Trust Committee shall by resolution appoint members to serve up to a two year term commencing February 1.
[Information Note: Appointment terms may vary to allow for alteration in 50% of membership on an annual basis]

pc