



## SALT SPRING ISLAND POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
4-Feb-2010	SSI-11-10	Bylaw Enforcement Reports	It was <b>MOVED</b> and <b>SECONDED</b> , that the Salt Spring Island Local Trust Committee directs staff to provide quarterly in-camera and public reports on on-going and current bylaw enforcement investigations and actions in the Salt Spring Local Trust Area.
10-Jan-2013	SSI-09-13	North Salt Spring Waterworks District Reporting	<p>It was <b>MOVED</b> and <b>SECONDED</b>, that the Salt Spring Island Local Trust Committee request the North Salt Spring Waterworks District to report back to the Local Trust Committee every two years from the date of adoption of Proposed Bylaw 461 on:</p> <ul style="list-style-type: none"> <li>a) changes in water demand by the North Salt Spring Waterworks District customers with new secondary suites within the pilot area;</li> <li>b) total withdrawal from its system in relation to its licensed capacity;</li> <li>c) impacts on the Maxwell Lake, St. Mary Lake, and the district's water supply in general that can be attributed to the introduction of secondary suites within the pilot area.</li> </ul> <p>*Bylaw 461 was adopted May 2, 2013</p>



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2-Jun-2016	SS-2016-114	Grantville Neighbourhood lawful non-conforming sewage disposal field repair or replacement	<p><b>It was MOVED and SECONDED,</b> that the Salt Spring Island Local Trust Committee adopt “Standing Resolution 2” as specified in Appendix 2 of the staff report dated May 25, 2016. (shown below):</p> <p>That the Salt Spring Island Local Trust Committee direct staff to administer and enforce Bylaw 484 according to the following policies:</p> <ol style="list-style-type: none"> <li>1) Where a sewage disposal field or septage pit is lawfully non-conforming with respect to Bylaw 484, and pursuant to Local Government Act Section 529, the Salt Spring Island Local Trust Committee considers that the following actions do not constitute maintenance, alteration, or extension, and therefore require a development variance permit application to the Salt Spring Island Local Trust Committee:             <ol style="list-style-type: none"> <li>a) Removal and replacement of the dispersal system in its entirety</li> </ol> </li> <li>2) Where a sewage disposal field or septage pit is lawfully non-conforming with respect to Bylaw 484, and where a health hazard exists as defined under the B.C. Public Health Act, an Authorized Person may carry out immediate, temporary repairs of the system that result in a further contravention to Bylaw 484 than that existing at the time the repair or alteration was started to prevent or contain the hazard. Permanent repairs or alterations that result in a further contravention of Bylaw 484 than that existing at the time the repair or alteration was started, or 1(a) above, should be supervised by a Professional and will require a development variance permit application to the Salt Spring Island Local Trust Committee following resolution of the emergency.</li> <li>3) “Authorized Person” and “Professional” have the same meaning as in the Sewerage System Regulation.</li> </ol>
2-Mar-2017	SS-2017-16	Quarterly Application Summary Staff Reports	<p><b>It was MOVED and SECONDED,</b> that the Salt Spring Island Local Trust Committee direct staff to provide a quarterly summary of application tracking.</p>



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10-Aug-2017	SS-2017-120	STVR	<p><b>It was MOVED and SECONDED,</b> that the Salt Spring Island Local Trust Committee rescind Resolution SSI-164-07 and adopt the following new short-term vacation rental enforcement policy:</p> <p>that given finite resources available for enforcement activities and in order to ensure the most effective results for enforcement activities, Short-Term Vacation Rentals (STVRs) that have one or more of the following characteristics will be subject to proactive enforcement:</p> <ol style="list-style-type: none"> <li>1. They are advertised on the Internet, newspapers or other media;</li> <li>2. They are not managed by a person available 24/7 on Salt Spring Island;</li> <li>3. More than one dwelling on the lot is simultaneously made available for STVRs;</li> <li>4. While the property is rented persons are staying in tents, trailers, or RVs;</li> <li>5. There are issues related to health and safety;</li> <li>6. There is a written complaint by owners or residents on nearby lots about bona fide nuisance issues such as noise or parking congestion related to the STVR;</li> <li>7. The owner of the property uses more than one property on Salt Spring Island as an STVR;</li> </ol> <p>that a Short-Term Vacation Rental (STVR) is defined as rental of a dwelling, suite, or cottage in a residential zone for less than 30-day periods;</p> <p>that nothing in this enforcement policy should be interpreted as giving permission to violate the Land Use Bylaw and the Salt Spring Island Local Trust Committee may change this policy at any time and may give direction to expand enforcement activities at any time.</p>
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2-Nov-2017	SS-2017-168	Unlawful Suites and Dwellings	<p><b>It was MOVED and SECONDED,</b> that the Salt Spring Island Local Trust Committee affirms its previous direction to delay enforcement on unlawful suites in single family dwellings and unlawful use of seasonal cottages until it has made a final decision on Proposed Bylaw No. 471 and directs staff to commence enforcement on all other unlawful dwellings in accordance with the following enforcement policy:</p> <p>a) Staff should put the highest priority on suite complaints concerning areas deemed to be environmentally sensitive, such as within watersheds, or suites which have serious health and safety issues, such as failing septic systems, over-taxed sewage treatment facilities, or suites that are unsafe.</p> <p>b) When speaking to property owners with unlawful dwellings, Islands Trust Bylaw Enforcement Officers should initially adopt a coaching technique with a view to helping the owners legalize their unlawful dwelling. People will be directed to Islands Trust planners or to the Capital Regional District Building Inspection and Capital Regional District Water and Sewage Commissions, who can explain the mechanisms for compliance. Tenants will also be directed to local agencies that can help find new housing if needed.</p> <p>c) Islands Trust Bylaw Enforcement Officers should place a priority on enforcement of unlawful dwellings that are also of concern to other agencies to ensure that all related issues are dealt with at the same time or if there is more than one unlawful dwelling on a lot.</p> <p>d) Recommendations to the Salt Spring Island Local Trust Committee for legal action to close a suite or unlawful dwelling should only be made if it has the active support and participation of other agencies, such as building inspection, health authorities or water and sewage treatment providers or if there is more than one unlawful dwelling on a lot.</p>
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16-Aug-2018	SS-2018-177	Cannabis Regulation	<p><b>It was MOVED and SECONDED,</b> that the Salt Spring Island Local Trust Committee adopt the following standing resolution with respect to the processing of non-medical cannabis retail license applications:</p> <ul style="list-style-type: none"> <li>• Proposed or amended licenses for non-medical cannabis retail establishments require an application to the Local Trust Committee.</li> <li>• The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical.</li> <li>• The public consultation process shall be determined by the Local Trust Committee after initial review of the proposal.</li> <li>• However, as a minimum, the Local Trust Committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500 metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information:             <ul style="list-style-type: none"> <li>○ Name of the applicant and a description of the proposal in general terms;</li> <li>○ The location of the proposed establishment and the subject site;</li> <li>○ The place where, and date and time when, both a public meeting will be held and a resolution of the Local Trust Committee considered;</li> <li>○ The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application;</li> <li>○ How public comments may be submitted to the Local Trust Committee.</li> </ul> </li> </ul>
6-Dec-2018	SS-2018-278	Cannabis – Processing of Notice to Local Authorities	<p><b>It was MOVED and SECONDED,</b> That the Salt Spring Island Local Trust Committee adopt the following standing resolution: that the Salt Spring Island Local Trust Committee request that Notices of Intention to apply for a Federal Cannabis License be included in the Local Trust Committee Regular Meeting agenda package.</p>