



# PLANNING AND COMMUNITY DEVELOPMENT COMMITTEE

Thursday, April 12, 2018  
SCRD Boardroom, 1975 Field Road, Sechelt, B.C.

## AGENDA

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**CALL TO ORDER**                      9:30 a.m.

### AGENDA

1. Adoption of Agenda

### PETITIONS AND DELEGATIONS

2. Gary Feschuk, shíshálh Hereditary Chief and Cam Reid, former Mayor of District of Sechelt  
Regarding Syiyaya Reconciliation Project. Annex A  
pp 1 - 5

### REPORTS

3. General Manager, Planning and Community Development - PCD Department 2018 Q1 Report  
**(Planning and Community Development Services) (Voting – All)** Annex B  
pp 6 - 18
4. Senior Planner – British Columbia Environmental Certificate for BURNCO Aggregate Mine Proposal – Electoral Area F  
**(Regional Planning Service) (Voting – All)** Annex C  
pp 19 - 35
5. Senior Planner – Report of Public Hearing and Consideration of Third Reading for Roberts Creek Official Community Plan Amendment Bylaw No. 641.9 and Zoning Amendment Bylaw No. 310.176 – Electoral Area D  
**Electoral Area D (Rural Planning Service) (Voting – A, B, D, E, F)** Annex D  
pp 36 - 69
6. Senior Planner – Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.179, 2018 (Topping – 2720 Lower Road) Consideration of First Reading – Electoral Area D  
**Electoral Area D (Rural Planning Service) (Voting – A, B, D, E, F)** Annex E  
pp 70 - 82
7. Senior Planner – Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.6 and Zoning Amendment Bylaw No. 310.181 – Rockwater Development  
**Electoral Area B (Rural Planning Service) (Voting – A, B, D, E, F)** Annex F  
pp 83 - 100
8. Planning Technician - Development Variance Application DVP00030 (Frayne and Merrington)  
**Electoral Area A (Rural Planning Service) (Voting – A, B, D, E, F)** Annex G  
pp 101 - 112
9. Planning Technician - Development Variance Application DVP00031 (Kvass)  
**Electoral Area B (Rural Planning Service) (Voting – A, B, D, E, F)** Annex H  
pp 113 - 120
10. Parks Planning Coordinator – Cemetery Bylaw 689 Fee Increase  
**(Cemetery Service) (Voting – All)** Annex I  
pp 121 - 124

- |   |                         |
|---|-------------------------|
| 11. Agricultural Advisory Committee Minutes of February 27, 2018 and March 27, 2018<br><b>(Rural Planning Service) (Voting – A, B, D, E, F)</b>                               | Annex J<br>pp 125 - 131 |
| 12. Electoral Area A (Egmont/Pender Harbour) APC Minutes of February 28, 2018 and March 28, 2018<br><b>Electoral Area A (Rural Planning Service) (Voting – A, B, D, E, F)</b> | Annex K<br>pp 132 - 137 |
| 13. Electoral Area B (Halfmoon Bay) APC Minutes of February 27, 2018 and March 27, 2018<br><b>Electoral Area B (Rural Planning Service) (Voting – A, B, D, E, F)</b>          | Annex L<br>pp 138 - 145 |
| 14. Electoral Area D (Roberts Creek) APC Minutes of March 19, 2018<br><b>Electoral Area D (Rural Planning Service) (Voting – A, B, D, E, F)</b>                               | Annex M<br>pp 146 - 149 |
| 15. Electoral Area E (Elphinstone) APC Minutes of March 28, 2018<br><b>Electoral Area E (Rural Planning Service) (Voting – A, B, D, E, F)</b>                                 | Annex N<br>pp 150 - 155 |
| 16. Electoral Area F (West Howe Sound) APC Minutes of February 27, 2018 and March 27, 2018<br><b>Electoral Area F (Rural Planning Service) (Voting – A, B, D, E, F)</b>       | Annex O<br>pp 156 - 164 |

## COMMUNICATIONS

- |  |                         |
|--|-------------------------|
| 17. <u>Wendy Booth, President, Union of BC Municipalities, dated March 13, 2018</u><br>Regarding Agricultural Land Commission response to 2017 SCRD Resolution B101 Policy on Breweries, Distilleries & Meaderies.         | Annex P<br>pp 165 - 166 |
| 18. <u>Pamela Goldsmith-Jones, M.P., West Vancouver-Sunshine Coast-Sea to Sky Country, dated March 22, 2018</u><br>Regarding Department of Fisheries poaching enforcement on lower Sunshine Coast.                         | Annex Q<br>pp 167 - 168 |
| 19. <u>Pamela Goldsmith-Jones, M.P., West Vancouver-Sunshine Coast-Sea to Sky Country, dated April 3, 2018</u><br>Regarding Letter to Minister of Environment and Climate Change regarding BURNCO Aggregate Mine proposal. | Annex R<br>pp 169 - 170 |
| 20. <u>Faye Kiewitz, Chair, Elphinstone Community Association, dated April 2, 2018</u><br>Regarding Gospel Rock Development.   | Annex S<br>pp 171 - 172 |
| 21. <u>Jennie Aikman, Regional Director, Ministry of Environment, BC Parks and Conservation Officer Services Division, South Coast, dated April 6, 2018</u><br>Regarding Tetrahedron Park – SCRD Community Water Supply.   | Annex T<br>pp 173 - 174 |

## IN CAMERA

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (b) and (e) of the Community Charter – “personal information about an identifiable individual...who has offered to provide a gift to the municipality on condition of anonymity.” and “the acquisition, disposition or expropriation of land or improvements...”

## ADJOURNMENT

**Siyiyaya Reconciliation Project**

April 12, 2018

SCRD Delegation Outline



Presentation will be made by shíshálh Hereditary Chief Gary Feschuk and former Mayor of the District of Sechelt Cam Reid.

In response to the Truth & Reconciliation Commission's Calls to Action a two part Collaborative Project for Reconciliation, an idea from Hereditary Chief Gary Feschuk has been imagined to commemorate the work which is on-going to reconcile relations between the Settler Community & the shíshálh People.

The project is designed to bring awareness of reconciliation in our community and provide an opportunity for members of the public to participate in the carving of a totem pole and the weaving of a friendship blanket. The idea would be to then display them in prominent places in our community.

We are asking the SCRD Board to support, in whatever way it deems appropriate, this community project which will help to both heal and build relationships that will move forward in a good way.

The intention of this Reconciliation Project is to invite people to participate in shíshálh carving and weaving and to learn about the legacy of the shíshálh First Nation on the Sunshine Coast, their Homeland. Thereby providing an opportunity to establish a new awareness of our mutual relationship.

**Syiyaya**  
(family and friends)  
**Reconciliation Project**



In response to the Truth & Reconciliation Commission's Calls to Action and in the spirit of **sk'ák'ts'ítáwílh** (people working together), a two part Collaborative Project for Reconciliation, an idea from Hereditary Chief Gary Feschuk, has been imagined to commemorate the work which is on-going to reconcile relations between the Settler Community & the shíshálh People.

1. The creation of a Reconciliation Pole to be carved together under the design & direction of a master shíshálh Carver and raised in a place visible to all who live here or travel through the land.
2. The creation of a series of Reconciliation/Friendship Blankets to be woven together under the design & direction of a skilled shíshálh Weaver and to be hung in public venues.

Funds will need to be raised to hire a shíshálh Carver and a shíshálh Weaver to design and lead the work, as well as, an organizer to facilitate the involvement of as many people who are able and interested, to participate in the creation of these collaborations, and to purchase the tools and materials required.

We call upon local Governments, Organizations, RCMP, Neighbours, Friends, & Families of the Sunshine Coast to participate with raising funds for these projects and to become involved once creation begins.

**Watch for the project launch at the shíshálh Nation Longhouse on Wednesday April 25, 2018.**

For more information please contact:  
Nancy & John Denham  
604-885-7373 Home  
604-740-6400 Cell/Text

## **shíshálh Carver & shíshálh Weaver**

A carver will be selected to create a Pole and a weaver will be selected to create a Blanket or Series of Weavings reflective of the Journey Toward Reconciliation.

To this purpose, potential Carvers will be asked to submit the following details for the carving of a 30 foot pole and potential Weavers will be asked to submit the following details for a blanket or series of weavings:

Design  
Scale Model or Drawing  
Explanation  
Expected Costs  
Expected Time Frame

The collaborative project will also require a schedule to be established in co-ordination, for public access and instruction, in the actual carving of the pole and weaving of the blanket. Therefore, it is important that both the Carver and the Weaver be willing to work together &/or with an Organizer to facilitate public engagement.

### **Time Frame**

Initial thought was for the Pole to be completed for raising and the Weaving completed for hanging on Indigenous Day June 21, 2018. However, this may be too ambitious a time frame, and 2019 may be a more realistic time frame for completion.

N. Denham

## **Public Engagement**

The intention of this Reconciliation Project is an invitation for people to participate in shíshálh carving and weaving and to learn about the legacy of the shíshálh First Nation on the Sunshine Coast, their Traditional Territory.

This project itself is an opportunity for us all to engage in “dialogue and transformative experiences that revitalize relationships among Indigenous Peoples and all Canadians.” Chief Robert Joseph, Gwawaenuk Elder.

A team of people are prepared to facilitate the KAIROS Blanket Exercise and to hold Dialogue Circles for the purpose of learning about our shared history. Several Blanket Exercises have already been facilitated in Schools, Churches, Community Halls, Elder College, and the shíshálh Long House. Dialogue Circles for Truth & Reconciliation have been held over the past 7 years discussing topics such as The Doctrine of Discovery, the Truth and Reconciliation Commission's 94 Calls to Action, the United Nations Rights of Indigenous Peoples (UNDRIP). This summer the Federal Government released 10 Principles – Principles Respecting Canada's relationship with Indigenous Peoples which deserves a Dialogue Circle, as well.

“Declarations and principles alone do not make change. The shift in relations that must take place is about actions not words... It is incumbent on all of us to make reconciliation based on recognition work for all. And when we rise to this challenge, and work to turn the page on the darkest of chapters in our country's history, Canada will be all the stronger for it.” Jody Wilson-Raybould; Minister of Justice and Attorney General of Canada.

N.Denham

## **Truth and Reconciliation Calls to Action** **Related to municipalities**

Nine Calls to Action were identified by the **Federation of Canadian Municipalities**, as containing the word 'Municipal' or 'all levels of government' in them:

**#40** We call on all levels of government, in collaboration with Aboriginal people, to create adequately funded and accessible Aboriginal-specific victim programs and services with appropriate evaluation mechanisms.

**#43** We call upon federal, provincial, territorial and municipal governments to fully adopt and implement the United Nations Declaration on the Rights of Indigenous Peoples as the framework for reconciliation.

**#47** We call upon federal, provincial, territorial and municipal governments to repudiate concepts used to justify European sovereignty over Indigenous peoples and lands, such as the Doctrine of Discovery and terra nullius, and to reform those laws, government policies, and litigation strategies that continue to rely on such concepts

**#57** We call upon federal, provincial, territorial and municipal governments to provide education to public servants on the history of Aboriginal peoples, including the history and legacy of residential schools, the United Nations Declaration on the Rights of Indigenous Peoples, Treaties and Aboriginal rights, Indigenous law, and Aboriginal-Crown relations. This will require skills-based training in intercultural competency, conflict resolution, human rights and anti-racism.

**#64** We call upon all levels of government that provide public funds to denominational schools to require such schools to provide an education on comparative religious studies, which must include a segment on Truth and Reconciliation Commission of Canada Aboriginal spiritual beliefs and practices developed in collaboration with Aboriginal Elders.

**#75** We call upon the federal government to work with provincial, territorial and municipal governments, churches, Aboriginal communities, former residential school students, and current landowners to develop and implement strategies and procedures for the ongoing identification, documentation, maintenance, commemoration and protection of residential school cemeteries or other sites at which residential school children were buried. This is to include the provision of appropriate memorial ceremonies and commemorative markers to honour the deceased children.

**#77** We call upon provincial, territorial, municipal and community archives to work collaboratively with the National Centre for Truth and Reconciliation to identify and collect copies of all records relevant to the history and legacy of the residential school system, and to provide these to the NCTR.

**#87** We call upon all levels of government, in collaboration with Aboriginal peoples, sports halls of fame, and other relevant organizations, to provide public education that tells the national story of Aboriginal athletes in history.

**#88** We call upon all levels of government to take action to ensure long-term Aboriginal athlete development and growth, and continued support for the North American Indigenous Games, including funding to host the games and for provincial and territorial team preparation and travel.

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Planning and Community Development Committee – April 12, 2018

**AUTHOR:** Ian Hall, General Manager, Planning and Community Development

**SUBJECT: PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT - 2018 Q1 REPORT**

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### **RECOMMENDATION**

**THAT the report titled Planning and Community Development Department - 2018 Q1 Report be received.**

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### **BACKGROUND**

The purpose of this report is to provide an update on activity in the Planning and Community Development Department for the First Quarter (Q1) of 2018: January 1 to March 31, 2018.

The report provides information from the following divisions: Planning & Development, Building, Ports & Docks, Facility Services & Parks, Corporate Sustainability, Recreation & Community Partnerships, and Pender Harbour Aquatic & Fitness Centre.



## PLANNING AND DEVELOPMENT DIVISION

### ***Regional Planning [500]***

Key projects in Q1 included:

- BURNCO Aggregate Mine Proposal: SCRD response sent to Canadian Environmental Assessment Agency regarding Comprehensive Study Report; and letter to provincial and federal ministries outlining SCRD concerns regarding the processes followed by the BC Environmental Assessment Office and the Canadian Environmental Assessment Agency.
- Regional Inter-Jurisdictional Invasive Plant Management Strategy for the Sunshine Coast. Planning staff worked with the consultant to complete and distribute the draft of the Invasive Species Technical Working Group. It is expected that the working group members will share with their respective organizations in Q2.

### ***Rural Planning [504]***

Key projects in Q1 included:

- Twin Creeks Official Community Plan Review – First Reading on January 11, 2018
- Residential Intensification Strategies for Affordable Housing – OCP amendments have been drafted and continue to be refined.
- Short Term Rentals – stakeholder meetings held and two reports considered at Planning and Community Development Committee: Public Participation at February 8, 2018 and Policy Options at March 8, 2018. Staff will provide a report to a Q4 committee with draft regulations and proposed bylaw amendments.
- Zoning Bylaw 310 Review – Early engagement is underway. A draft of summary paper has been received by SCRD Board and referred to advisory committees for comment before public participation process begins.

## OPERATIONS

### Development Applications Statistics

<b>Applications Received</b>	<b>A</b>	<b>B</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>Q1 2018</b>
<b>Development Permit</b>	1	2	2	1	3	9
<b>Development Variance Permit</b>	3	1			1	5
<b>Subdivision</b>	2	2	3			7
<b>Rezoning/OCP</b>		4	2			6
<b>Board of Variance</b>						0
<b>Agricultural Land Reserve</b>						0
<b>Total</b>	<b>6</b>	<b>9</b>	<b>7</b>	<b>1</b>	<b>4</b>	<b>27</b>

There were 27 Development Applications received in Q1 2018 compared to 17 in Q1 2017.

- The 2017 total for Development Applications was 80.
- The 2016 total for Development Applications was 57.
- The 2015 total for Development Applications was 51.

### Provincial and Local Government Referrals

<b>Referrals</b>	<b>DoS</b>	<b>ToG</b>	<b>SIGD</b>	<b>Isld Trst</b>	<b>SqN</b>	<b>Province</b>	<b>Other*</b>	<b>Q1 2018</b>
<b>Referrals</b>	1					4		5

There were 5 Referrals received in Q1 2018 compared to 10 in Q1 2017.

- The 2017 total for Referrals was 36.
- The 2016 total for Referrals was 34.
- The 2015 total for Referrals was 48.

### Building Permit Reviews Completed by Planning Staff

<b>BP Review</b>	<b>A</b>	<b>B</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>Q1 2018</b>
<b>Building Permit Reviews by Planning</b>	16	18	13	7	9	63

There were 63 Building Permit Reviews completed in Q1 2018 compared to 55 in Q1 2017.

- The 2017 total for Building Permit Reviews was 241.
- The 2016 total for Building Permit Reviews completed was 293.
- The 2015 total for Building Permit Reviews completed was 215.

Development Applications Revenue

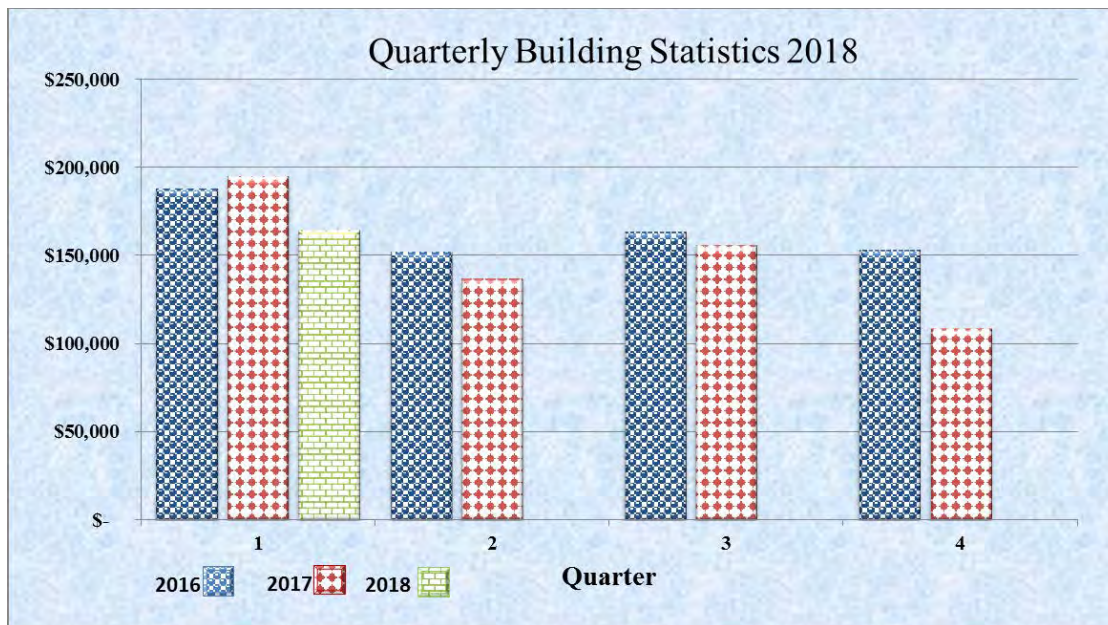
<b>Revenue Stats</b>	<b>A</b>	<b>B</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>Q1 2018</b>
<b>DP</b>	\$400	\$1,000	\$1,000	\$500	\$1,900	<b>\$4,800</b>
<b>DVP</b>	\$2,000	\$500			\$1,000	<b>\$3,500</b>
<b>Subdivision</b>	\$1,565	\$1,400	\$2,595			<b>\$5,560</b>
<b>Rezoning/ OCP</b>	\$5,800	\$2,900			\$8,700	<b>\$5,800</b>
<b>BoV</b>						
<b>ALR</b>						
<b>Total</b>	<b>\$3,965</b>	<b>\$8,700</b>	<b>\$6,495</b>	<b>\$500</b>	<b>\$2,900</b>	<b>\$22,560</b>

Development Applications revenue was \$22,560 in Q1 2018 compared to \$13,765 in Q1 2017.

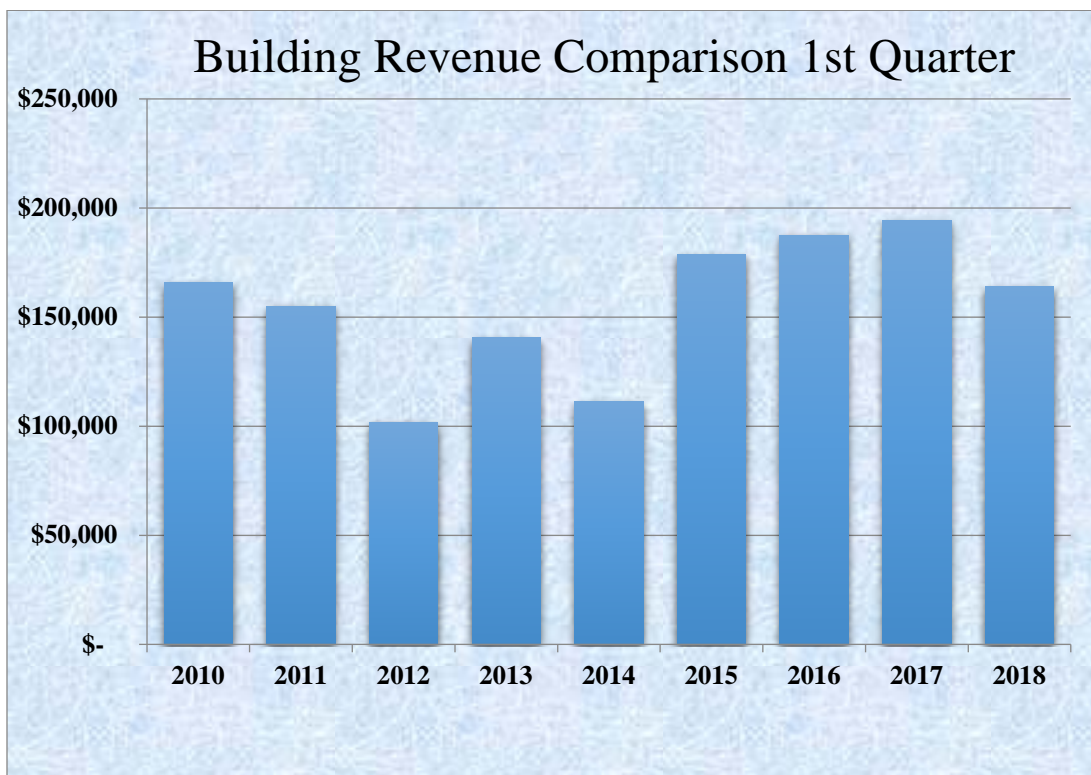
- The 2017 total for Development Applications revenue was \$60,360.
- The 2016 total for Development Application revenue was \$54,505.

## BUILDING DIVISION

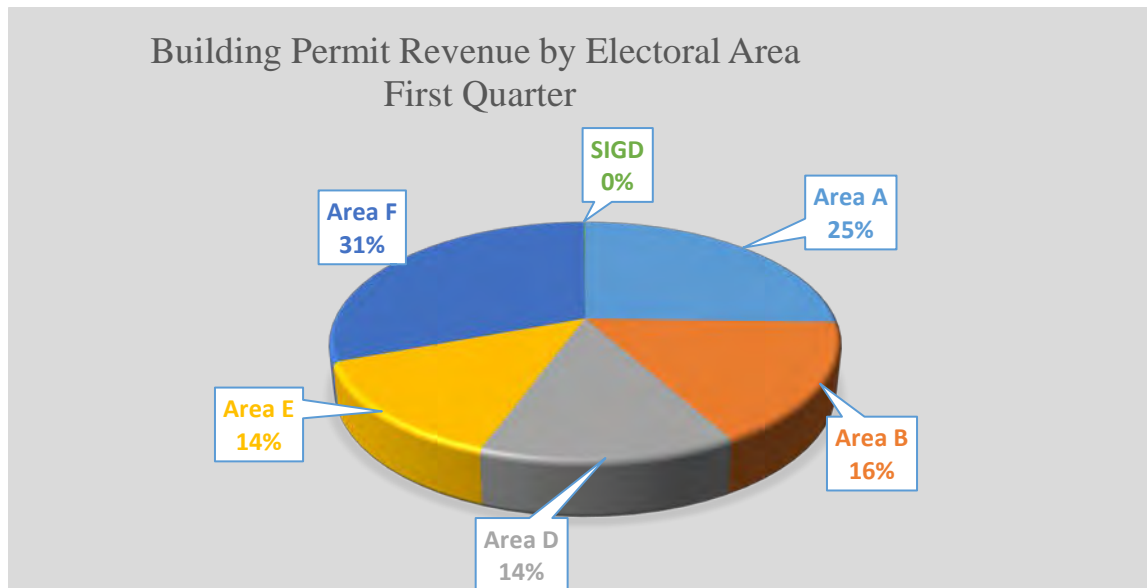
### Quarterly Building Statistics Comparison 2016 - 2018



### Building Revenue Q1 Comparison 2010 - 2018



Q1 2018 Building Permit Revenue by Electoral Area



## **PORTS AND DOCKS DIVISION**

### **OPERATIONS**

Seasonal preventative maintenance and additional minor repairs completed in Q1.

Winter storm damage occurred at several docks and was reported, flagged and repaired or stabilized for later repair. Emergency repairs were made to the Gambier Harbour lower float and floating/wedged logs removed on a priority basis from the Eastbourne approach.

### **PORTS MONITORS (POMO) COMMITTEE**

The POMO approach of “eyes on the dock” to identify condition, maintenance or operation issues provided useful feedback during Q1 that enables SCRD to respond to issues more quickly and more efficiently.

A number of updates were published to POMO representatives in Q1 providing updates on service interruptions and mitigating measures related to capital projects and emergency repairs at docks. Water taxi companies and emergency service providers were also notified.

### **MAJOR PROJECTS**

- Gambier Float replacement – construction was completed in Q1, with installation planned for the first weeks of Q2.
- Major capital projects at West Bay and Halkett Bay were initiated in Q1 and are more than 80% complete. These projects are undertaken with support from Western Economic Diversification/Government of Canada through a Canada 150 grant.

## **FACILITY SERVICES DIVISION**

### ***Building Maintenance [313]***

#### Building Maintenance Statistics

<b>Building Maintenance Tickets</b>	<b>Jan. 1 – March. 30</b>
Tickets received	97
Tickets resolved	89
Open (unresolved) tickets as of Dec 30 <sup>th</sup>	50

### **Project Highlights**

- GACC: A temporary wheelchair ramp for the Youth Centre space was installed to meet short term needs. A permanent solution is tentatively scheduled for installation April 2018.
- GDAF: Develop standard operating procedures for operation and routine maintenance of new hot tub. Project has been started.
- Gibsons Fire Hall: Cinder block wall repair.
- Community Halls (Parks): Drafting fire safety plans
- Ports: Davit inspections and preventative maintenance (in progress)
- Pender Harbour Ranger Station: working in partnership with tenants, Parks and Corporate Sustainability, a review of heating systems and building efficiency was completed in Q1. Results are being analyzed.

### ***Recreation Facilities [613]***

- WorkSafeBC and Technical Safety BC completed inspections on ice plants at Sunshine Coast Arena and Gibsons and Area Community Centre in late Q4 2017. A second Technical Safety BC audit was completed in Q1 2018. These reviews are being conducted province-wide and are accompanied by a number of new regulations. Both facilities are approved to continue operating. Staff are working diligently to plan plant maintenance, inspection and improvement projects to address current and new regulations. Due to the volume of work required and the province-wide nature of the demand for specialized refrigeration and mechanical services, staff anticipate that the full summer dry floor/plant shutdown time will be required for projects.
- GDAF hot tub opened to public on March 6, 2018.
- Planning for annual facility maintenance shutdowns is underway. A reduced closure period at GDAF is anticipated since additional maintenance activities were completed in 2017. Comprehensive communications about closures will begin in Q2.
- Ice was removed at GACC. Dry floor activities began on March 17<sup>th</sup>.

## PARKS DIVISION

### ***Cemeteries [400]***

*Q1 Statistics – Jan 1<sup>st</sup> to March 31<sup>st</sup>*

	2018 Q1	2017 Q1	2018 Q1	2017 Q1
Service	Burials	Burials	Cremations	Cremations
Plots Sold	13	2	4	1
Niches Sold	N/A	N/A	0	2
Interments	4	6	4	4
Inurnments (Niche)	N/A	N/A	0	2

### ***Parks [650]***

#### PROJECTS

#### ***Parks, Trails and Beach Access***

- Suncoaster Trail Phase 2 planning continued. Project support from VCH Active Communities Grant will be used. A request for proposals has been issued and call for focus meetings with land managers and trail users will be issued in Q2.

### ***Community Halls***

Number of bookings in Community Halls in 2018 Q1 compared to 2017 Q1 bookings:

Community Hall	2018 Q1 Bookings	2017 Q1 Bookings
Eric Cardinall	50	57
Frank West Hall	62	96
Coopers Green	42	17
Chaster House	44	43

- The Coopers Green Hall Replacement Design Task Force hosted an open house on March 15, 2018. The open house provided an update to the community on the work of the Task Force and gathered community feedback on a proposed schematic design for a replacement hall. Staff are compiling feedback in anticipation of a Task Force meeting early in Q2.

### ***Sports Fields***

All sports fields were fertilized and seeded in Q1.

*Number of bookings per sports field in 2018 Q1 compared to 2017 Q1 bookings:*

Sports Field	2018 Q1 Bookings	2017 Q1 Bookings
Lions Field	37	63
Cliff Gilker	192	191
Connor Park	103	168
Maryanne West	26	126
Shirley Macey Park	86	104



***Dakota Ridge [680]***

- High snow year - over 2 meter average base through the 2017/2018 season.
- The Dakota Ridge Nordics program, formerly the Jackrabbits Program had 85 registered skiers ages 3-16 in a Nationally Certified Cross Country Canada skill development program. The program also offered lessons for parents from the 55 participating families. Dakota Ridge Nordics is a not for profit organization and is part of the Tetrahedron Outdoor Club.
- The third annual Dakota Ridge Loppet and Snowshoe Challenge was held on February 3, 2018 and attracted a number of off coast visitors including member of the UBC cross country ski team.
- Several schools and local clubs conducted overnight trips to Dakota as part of their outdoor education programs for children and young adults.
- 35 volunteers trail hosts and groomers contributed almost 2000 hours of volunteer time during the 2017/2018 season.
- Dakota Ridge closed on April 3<sup>rd</sup>

**RECREATION AND COMMUNITY PARTNERSHIPS DIVISION**

***Project Highlights***

The new Gibsons and District Aquatic Facility hot tub opened on March 6<sup>th</sup>.

***Gibsons and District Aquatic Facility***

Admissions and Program Registrations

<b>GDAF</b>	<b>Q1 2018</b>	<b>Q1 2017</b>
Admission Visits	3,540	4,379
Program Registrations	1,184	1,322

This represents a decrease of 839 admission visits for the January – March 2018 period.

These numbers include 156 L.I.F.E Admissions for those requiring participation assistance for 2018.

***Gibsons and Area Community Centre***

Admissions and Program Registrations

<b>GACC</b>	<b>Q1 2018</b>	<b>Q1 2017</b>
Admission Visits	27,298	22,623
Program Registrations	2,271	1,807

This represents an increase of 4675 admission visits in the January – March 2018 period. This increase is primarily due to improved and more accurate tracking of actual numbers with respect to facility rental totals.

Included in this admission total are 336 L.I.F.E admissions for those requiring participation assistance for 2018 and arena facility rental attendance.

The Gibsons and Area Community was the host facility for four special events during the first quarter of 2018.

Sunshine Coast Minor Hockey Association (SCMHA) hosted three events:

- A group of youth hockey players from Qiqihar, China as the first exchange program between China and Canada. A Hockey Canada and BC Hockey sanctioned event.
- A Pee wee tournament with twelve teams of 11 & 12 year olds including two local and ten teams from off Coast.
- The second annual cross ice tournament for ten teams of Novice players aged 7 & 8.

The Sunshine Coast Skating Club held their annual performance night. The event had two guest skaters: Olympic skater, Larkyn Austman and local skating star, Beresford Clements for the enjoyment for over 300 spectators.

### ***Sunshine Coast Arena***

#### Admissions and Program Registrations

<b>SCA</b>	<b>Q1 2018</b>	<b>Q1 2017</b>
Admissions	8,003	6,444
Program Registrations	298	327

This represents an increase of 1559 admission visits in the January – March 2018 period. This increase is mostly because of better and more accurate tracking actual numbers with respect to facility rental totals.

Included in this total are 29 L.I.F.E admissions for those requiring participation assistance for 2018.

The Pee wee and the Novice Cross ice tournaments were held at the Sunshine Coast Arena.

The One Goal program continues to be successful with 18 participants in the January to February session and 20 participants in the current February to March session.

A 62% increase in Community Room rentals for January and February of Q1 in 2018 compared to Q1 in 2017 which is a result from increased marketing initiatives.

The last day of ice operations at the Sunshine Coast Arena is scheduled for Friday April 27<sup>th</sup>

### ***Sechelt Aquatic Centre***

#### Admissions and Program Registrations

<b>SAC</b>	<b>Q1 2018</b>	<b>Q1 2017</b>
Admission Visits	44,102	42,734
Program Registrations	3,915	4,562

This represents an increase of 1368 admission visits in the January – March 2018 period.

Included in this total are 1,213 L.I.F.E admissions for those requiring participation assistance for 2018.

Spring break's Aquatic Leadership courses (Bronze Medallion & Cross Combo, Standard First Aid and National Lifeguard) were full and each had waitlists. The Bronze Medallion & Cross Combo and Standard First Aid are the prerequisites to taking the National Lifeguard course. This assists with the recruitment of new aquatics staff with 12 - 24 program participants on the Sunshine Coast receiving the certification to become a lifeguard.

## ***Pender Harbor Aquatic and Fitness Centre***

### Admissions and Program Registrations

<b>PHAFC</b>	<b>Q1 2018</b>	<b>Q1 2017</b>
Admission Visits	4,072	3,934
Program Registrations	1,521	1,164

This represents an increase of 138 visits for the January - March period.  
 Included in this total are 75 L.I.F.E admissions for those on low income for 2018.

The afterschool swim lessons, new Pilates program, winter session of Yoga, more registrations in Healthy New Start and Dance were all contributors to the increase.

Special events in Q1 included the Sunshine Coast Trails Challenge. Maps of the Suncoaster and Dakota Ridge trails were posted for people to track their distances. They could use any of the cardio equipment in the gym, go outside and track distance or attend a fitness class (equal to 3km). The goal of this challenge was to promote SCRD trails, train inside to go outside. It was very well received.

### **CORPORATE SUSTAINABILITY**

The SCRD indicated support for BC Hydro's funding request to Natural Resources Canada for the BC Hydro Fast Chargers Phase 3 Program. Should BC Hydro receive NRCan funding, SCRD will engage in discussions around a site for an electric vehicle DC Fast Charger that would be owned and operated by BC Hydro. A 10-minute charge at one of these stations provides 35 kilometers of range for electric vehicles.

March marked the end of SCRD's participation in BC Hydro's Energy Wise Network (EWN) 2017-2018 program. The EWN provides resources and support for conservation engagement campaigns. Staff conducted one campaign to increase understanding of the energy use of facilities and identify opportunities as well as another campaign to save energy and water at Recreation facility showers. The SCRD has been selected to participate in BC Hydro's Energy Wise Network again for 2018-2019. Energy Wise activities in the coming year will be integrated corporately with workplans to ensure coordination and maximize impact for the organization.

Reviewed by:			
Manager	X - A. Allen X - D. Cole X - K. Preston X - K. Robinson X - A. Whittleton	Finance	
GM		Legislative	
CAO	X - J. Loveys	Other	X- R. Shay

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Planning and Community Development Committee – April 12, 2018

**AUTHOR:** David Rafael, Senior Planner

**SUBJECT:** **BRITISH COLUMBIA ENVIRONMENTAL ASSESSMENT CERTIFICATE FOR BURNCO AGGREGATE MINE PROPOSAL – ELECTORAL AREA F**

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### RECOMMENDATIONS

**THAT the report titled British Columbia Environmental Assessment Certificate for BURNCO Aggregate Mine Proposal – Electoral Area F be received for information.**

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### BACKGROUND

The BURNCO Aggregate Mine project triggered provincial and federal environmental assessments. The reviews were harmonized so that they ran simultaneously. Decisions are made independently by each level of government.

SCRD provided responses to the provincial and federal reviews and raised concerns about the environmental assessment process. Recent Board resolutions are included in Attachment A.

On March 18, 2018, the BC Minister of Environment and Climate Change and the Minister of Energy, Mines and Petroleum Resources issued the Environmental Assessment Certificate (EAC) for the BURNCO Aggregate Project. A copy of the Ministers' *Reasons for Decision* is included in Attachment B. The EAC, not including the three schedules (Certified Project Description, Table of Conditions and Squamish Nation Table of Concordance), is in Attachment C.

Additional information, including the full EAC with schedules, can be found here:

<http://www.scrd.ca/BURNCO-Aggregate-Mine>

The federal government review has not yet concluded. A decision is anticipated later this spring.

### DISCUSSION

#### *Analysis*

#### Schedule A - Certified Project Description

The Certified Project Description (CPD) is dated February 6, 2018 as this was the document submitted by the BC Environmental Assessment Office for Ministers' review and no further changes were made. This is also the case for the other two EAC schedules. The CPD was amended from the draft reviewed during the public comment period held from October 27<sup>th</sup> to November 27<sup>th</sup> 2017.

The Project Overview section was amended to set an average annual production of 1 million tonnes. Reference to a maximum of 20 million tonnes over the project's life was removed. The mine life is up to 16 years.

The Marine Transportation section was amended to include more detail such as:

- No more than 16 round trips per year for barged construction material;
- Reduction from 260 to 182 roundtrips per year of aggregate barges during operations; and
- No more than eight round trips per year of barges with waste and project servicing material

#### Schedule B - Table of Conditions

The Table of Conditions (TOC) was amended from the draft reviewed during the public comment period. The TOC establishes timelines, such as deadlines for submitting draft plans before construction were increased from 45 to 60 days. Staff note that the extended notice period should allow SCRD and other referral agencies more time to review draft plans.

Substantial changes were made in Condition 10 (Hours of Construction and Operation), see Attachment D for full text.

- The final version clarifies that construction and operation may only occur during hours of daylight;
- The format was altered to separate hours for construction from operations and to separate Summer Hours (Friday before Victoria Day in May to Tuesday after Labour Day in September) from Regular Hours of operation;
- The Summer Hours of operation state that operations are not permitted on Sundays or Statutory Holiday (referred to in previous draft as “holidays”, now clearer); and
- The draft specifically stated that barge loading could only be between Monday to Friday and not on holidays. The final version removed reference to specific hours for barge loading.

The changes improve clarity and introduce limitations on activity during the summer period when recreation use in the area is greater. However the hours set out in Condition 10 do not comply with those in *Sunshine Coast Regional District Noise Control Bylaw No. 597, 2008* with respect to construction on a holiday or Sunday. Bylaw No. 597 does not permit construction for profit or gain on a holiday or Sunday. Bylaw No. 597 permits machine noise during the hours in Condition 10.

Condition 16 (Noise Management Plan) added a reference specific to ungulates to ensure that noise does not exceed 50 dBA at a distance of 500 metres or more from the project. This sound level is described in several sources as what would be expected in a quiet suburb, light traffic, conversation at home, refrigerator or large electrical transformers at 30 metres.

Condition 17 (Air Quality and Dust Control Plan) was amended to specifically reference dust control in the title.

Condition 18 (Visual Quality Management Plan) had more detail added to it such as needing to specify mitigation measures such as screening (Attachment E). Reference to maintaining a 25 metre wide, 250 metre long vegetation buffer along the foreshore was amended to state that vegetation removal is not permitted in the Treed Foreshore Buffer identified in the Certified Project Description. Staff note that this will provide better protection for the foreshore buffer and improve clarity about what the Plan needs to address.

Schedule C - Squamish Nation Environmental Management Plan Table of Concordance

Staff have not reviewed Schedule C.

*Communications Strategy*

The SCRD website has been updated to note that the EAC was issued and provide links to the BC Environmental Assessment Office and Canadian Environmental Assessment Agency BURNCO project pages. A copy of the EAC with schedules attached was also added to the SCRD webpage.

**STRATEGIC PLAN AND RELATED POLICIES**

Participation in the environmental assessment process contributes to the Strategic Priority to Embed Environmental Leadership.

**CONCLUSION**

The Environmental Assessment Certificate for the BURNCO Aggregate Mine project was issued by the Province on March 18, 2018. The Certified Project Description and Table of Conditions were amended since the draft considered during the public comment period in 2017. SCRD's website was updated to include a copy of the EAC with all three schedules attached.

A decision from the federal government is expected later this spring.

*Attachments*

Attachment A – Board Resolutions related to BURNCO Environmental Assessment

Attachment B – Environmental Assessment Certificate

Attachment C – Ministers' Reasons for Decision

Attachment D - Condition 10 - Hours of Construction and Operation

Attachment E - Condition 18 – Visual Quality Management Plan

Reviewed by:			
Manager	X – A. Allen	Finance	
GM	X – I. Hall	Legislative	X – A. Legault
CAO	X – J. Loveys	Other	



## ATTACHMENT A

### BOARD RESOLUTIONS RELATED TO BURNCO ENVIRONMENTAL ASSESSMENT

#### Regular Board Meeting of November 27, 2017

331/17

**Recommendation No. 8**     *BC Environmental Assessment Office  
Report and Potential Conditions for BURNCO Aggregate Project*

THAT the report titled BC Environmental Assessment Office Report and Potential Conditions for BURNCO Aggregate Project – Electoral Area F be received;

AND THAT the following comments be forwarded to the BC Environmental Assessment Office (EAO) with a copy to the Canadian Environmental Assessment Agency (CEAA):

- a. the draft conditions are recommended to be amended as follows:
  - i. SCRD should also be named as a referral agency under each plan required in the Table of Conditions or as an overarching requirement in Condition No. 2;
  - ii. If the Community Advisory Group (CAG) is not established, pursuant to Condition No. 21, the EAO will review this decision in consultation with the SCRD and BURNCO in order to establish an alternative community consultation method; and
  - iii. The CAG Terms of Reference should set out which conditions are of specific interest and information should be provided on these matters;

AND THAT if the related zoning bylaw amendment is adopted for the gravel processing area, the EAO should be aware that the SCRD may establish conditions relating to hours of operation and construction that differ from those set out in the environmental assessment certificate.

The SCRD submission was sent the BC EAO on November 27, 2017.

#### Regular Board Meeting of January 11, 2018

003/18

THAT Planning and Community Development Committee recommendation Nos. 1-3, 5-6, 8-12 and 14-20 of December 14, 2017 be received, adopted and acted upon as follows:

**Recommendation No. 1**     *SCRD Comments regarding BURNCO Rock Products Ltd. Environmental Certificate Application*

THAT the SCRD Board provide a letter to the respective provincial and federal ministries outlining SCRD concerns regarding the processes followed by the BC Environmental Assessment Office and the Canadian Environmental Assessment Agency in evaluating the BURNCO Rock Products Ltd. application for an environmental certificate.

The letter was sent on January 23, 2018

**Regular Board Meeting of January 25, 2018**

029/18

**Recommendation No. 11**    *Canadian Environmental Assessment Agency Comprehensive Study Report for BURNCO Aggregate Mine Project*

THAT the report titled Canadian Environmental Assessment Agency Comprehensive Study Report for BURNCO Aggregate Mine Project – Electoral Area F be received;

AND THAT the following comments be forwarded to the Canadian Environmental Assessment Agency (CEAA) with a copy to the BC Environmental Assessment Office:

- a. Should the project proceed the SCRD should be given an opportunity to provide comments with respect to the draft follow-up program before it is finalized; and
- b. Should the project proceed the CEAA should require that the following be posted on BURNCO's dedicated Project website:
  - i. approved follow-up program;
  - ii. an annual status report; and
  - iii. results of monitoring and activities;

AND THAT at this time the SCRD has significant concerns that the review processes followed by CEAA have not adequately addressed the concerns of our citizens;

AND THAT the SCRD recommends that the Ministry of Environment and Climate Change Canada reevaluate the applications and respective review processes related to BURNCO Rock Products Ltd. to date and seek to bring about a fulsome oversight by the responsible agencies.

The SCRD submission was sent to the CEAA on January 26, 2018

## ATTACHMENT B

In the matter of the  
**ENVIRONMENTAL ASSESSMENT ACT**  
S.B.C. 2002, c. 43  
(the Act)

and

in the matter of an  
Application  
for an  
Environmental Assessment Certificate  
(Application)

by

**BURNCO Rock Products Ltd.**  
(Proponent)

for the

**Burnco Aggregate Project**

**ENVIRONMENTAL ASSESSMENT Certificate # M18-02**

**Whereas:**

- A. The Proponent proposes to construct, operate and decommission the Project described in Schedule A to this Certificate (the "Project");
- B. On January 18, 2010, a Project Lead of the Environmental Assessment Office issued an Order under Section 10(1)(c) of the Act stating that an Environmental Assessment Certificate was required for the Project and that the Proponent could not proceed with the Project in the absence of an assessment;
- C. The assessment of the Application was conducted from August 4, 2016, to February 6, 2018, and included consultations with Aboriginal groups and the public respecting the Application;
- D. On January 31, 2018, the Proponent and the Squamish First Nation reached an agreement with respect to the "Squamish Nation Environmental Management Plans" identified in the "Squamish Nation Environmental Management Plan Table of Concordance" attached as Schedule C to this Certificate;
- E. Compliance with this Certificate, including its conditions, will be monitored by the staff of the Environmental Assessment Office, partner agencies and others who have been authorized to inspect under the Act;

- F. On February 6, 2018, pursuant to Section 17 of the Act, the Executive Director referred the Application, the assessment report dated February 6, 2018, and his recommendations to the undersigned dated February 6, 2018; and
- G. The undersigned have considered the Application, the Summary Assessment Report, the Assessment Report, the proposed Environmental Assessment Certificate Conditions, submissions from Squamish Nation and Tseil-Waututh Nation and the recommendations of the Executive Director.

**Now Therefore,**

We issue this Environmental Assessment Certificate to the Proponent for the Project as described in the Certified Project Description (Schedule A), subject to the conditions set out in the Table of Conditions (Schedule B).

**Duration of Certificate**

For the purpose of Section 18(1) of the Act, the deadline is five years from the date set out below.



Honourable George Heyman  
Minister of Environment and  
Climate Change Strategy



Honourable Michelle Mungall  
Minister of Energy, Mines  
and Petroleum Resources

Issued this 18 day of March, 2018

## ATTACHMENT C

# Ministers' Reasons for Decision

## *BURNCO Aggregate Project*

*Proposed by BURNCO Rock Products Ltd.*

On March 18, 2018 pursuant to Section 17(3)(c) of the *Environmental Assessment Act*, we, the Minister of Environment and Climate Change Strategy and the Minister of Energy, Mines and Petroleum Resources, have issued an Environmental Assessment Certificate for the Project. This document sets out the reasons for this decision.

**March 18, 2018**



## 1.0 NATURE AND SCOPE OF THE DECISION

The environmental assessment (EA) of the BURNCO Aggregate Project (BURNCO Project), located approximately 22 kilometres south-west of Squamish, began in 2010 and included the establishment of an advisory Working Group, consultation with Aboriginal groups and engagement with the public.

On February 6, 2018, the Environmental Assessment Office (EAO) referred BURNCO Rock Products Ltd.'s (BURNCO) Application for an EA Certificate (Application) for BURNCO Project to us for a decision. Section 17(3) of the *Environmental Assessment Act* (Act) sets out that ministers must consider the Assessment Report and any recommendations accompanying the Assessment Report, and may consider any other matters that they consider relevant to the public interest in making their decision on an application. Ministers must decide whether to issue an EA Certificate with any conditions they consider necessary, refuse to issue an EA Certificate, or order that further assessment be carried out.

We considered the documents provided by the EAO including the Assessment Report, the Recommendations of the Executive Director, and the proposed Certified Project Description and EA Certificate conditions.

## 2.0 MINISTERS' CONSIDERATIONS

### 2.1 EAO'S ASSESSMENT

The EAO, with advice from the Working Group, reviewed BURNCO's Application, provided its detailed findings in the Assessment Report, and summarized its findings in the Summary Assessment Report. As described in the Assessment Report and Summary Assessment Report, the EAO worked closely with provincial and federal agencies, local governments and Aboriginal groups to identify issues and seek ways to address these issues, including proposing 25 EA Certificate conditions for consideration. We are also aware of an agreement between Squamish Nation and BURNCO that includes additional conditions to be met.

The EAO advised us that it was satisfied that the proposed EA Certificate conditions and project design requirements set out in the proposed Certified Project Description would prevent or reduce potential adverse environmental, social, economic, heritage or health impacts of the BURNCO Project, such that no significant adverse effects are expected. We concur with the EAO's conclusion.

### 2.2 RECOMMENDATIONS OF THE EXECUTIVE DIRECTOR

The EAO's Executive Director considered the Assessment Report, the proposed EA Certificate conditions and the project design requirements set out in the proposed EA Certificate. He recommended that an EA Certificate be issued for the BURNCO Project.



The EAO's Executive Director further advised that he was satisfied that the Crown's duty to appropriately consult and accommodate Aboriginal groups had been discharged for the BURNCO Project. During the EA the EAO consulted with Squamish Nation, Tsleil-Waututh Nation and Musqueam Indian Band on the potential terrestrial and marine impacts of the BURNCO Project and also consulted with the Cowichan Tribes, Halalt First Nation, Lake Cowichan First Nation, Lyackson First Nation, Penelakut Tribe and Stz'uminus First Nation on the potential marine impacts of the BURNCO Project. The EAO's Executive Director advised that he received a letter from Squamish Nation indicating that it had entered into a legally-binding agreement with BURNCO to address their concerns and that, subject to compliance with the agreement and its conditions, Squamish Nation supports the issuing of an EA Certificate.

We are of the view that consultation has been carried out in good faith and that the process of seeking to understand potentially outstanding issues and project impacts was reasonable. We are also of the view that the potential for adverse effects on the Aboriginal rights and title (Aboriginal Interests) of Aboriginal groups has been appropriately avoided, minimized or otherwise accommodated.

## 2.3 KEY CONSIDERATIONS

The EAO examined whether the BURNCO Project would have adverse environmental, economic, social, heritage or health effects to a wide range of Valued Components. The EAO identified a few residual effects to Valued Components that are expected after the implementation of legally-binding conditions and mitigation measures.

### *Potential Effects on Surface Water and Groundwater*

The EAO identified that the BURNCO Project would have residual adverse effects on surface water and groundwater flows. The BURNCO Project would permanently reduce surface water baseflows by 19 percent, and BURNCO Project activities would decrease groundwater flow by approximately 8 percent during construction and operations. Groundwater flow would increase by two percent at closure when the mine site becomes a permanent pit lake feature. During the course of the EA, BURNCO refined its proposed mitigation measures to address concerns raised by the Working Group. The EAO has proposed conditions that include requiring additional baseline development and long-term surface and groundwater monitoring programs to address the residual effects to surface water and groundwater.

We agree with the EAO's conclusions that the BURNCO Project would not have significant adverse residual effects on surface water and groundwater, and are satisfied that the EA Certificate conditions and existing and future regulatory requirements will effectively manage project impacts.

### *Potential Effects on Fish and Fish Habitat*

The EAO identified that the BURNCO Project would have a residual adverse effect on fish and fish habitat, specifically the loss of fish habitat in Watercourse 2 (WC2), a groundwater-fed channel designed and constructed by Fisheries and Oceans Canada (DFO) as salmon spawning and rearing habitat to compensate for impacts from unrelated, off-site projects. We are aware that during the EA, members of the EAO's advisory working group, Aboriginal groups and the public expressed concerns about the loss of salmon spawning habitat, the effectiveness of the proposed fish habitat offset plan and the baseline data that

supported BURNCO's determination that there would be no net loss to fish. In response to these concerns, BURNCO conducted additional baseline surveys of WC2 and later presented the results of the surveys and revisions to its proposed fish habitat offset plan. We are aware that this information was reviewed by the EAO and the advisory working group, which included Aboriginal groups, DFO and the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD), while the EA timelines were suspended. As a result of this further review, the revised plan proposed increasing the amount of new habitat, proposed a contingency plan that considered additional habitat in Harlequin Creek, and provided greater detail on its predicted effectiveness based on physical habitat design, baseline water quality and groundwater modelling. These changes are expected to result in a net gain of over 700 m<sup>2</sup> of instream habitat and 21,209 m<sup>2</sup> of riparian habitat to the south of the mine site. We are aware that FLNRORD and DFO reviewed this information and were of the opinion that the surveys conducted, in addition to having to meet DFO's offsetting requirements, provide the assurance that the plans to offset impacts would be sufficient for the purposes of the EA.

The EAO has proposed conditions that include the development of a fish and fish habitat offset and management plan to address residual effects to fish and fish habitat in consultation with DFO, and consistent with their requirements. BURNCO will be required to obtain a subsequent authorization from DFO pursuant to the *Fisheries Act* in order to develop and implement the fish and fish habitat offsetting plan. In response to concerns raised during the EA in regards to McNab Creek, an important fish-bearing creek in Howe Sound, the EAO has proposed conditions to monitor surface flow, and fish and fish habitat in McNab Creek, to ensure that adverse impacts do not occur. The plans required by the conditions would be developed in consultation with DFO, FLNRORD, the Ministry of Energy, Mines and Petroleum Resources, and Aboriginal groups, and would include an adaptive management plan that would trigger the need for mitigative action, as required. The plans must be implemented to the satisfaction of a qualified professional and to the satisfaction of the EAO throughout all project phases. The EAO would enforce the requirements of the conditions through annual inspections, investigations, audits and self-reports.

We agree with the EAO's conclusions that the BURNCO Project would not have significant adverse residual effects on fish and fish habitat, and are satisfied that the EA Certificate conditions and existing and future regulatory requirements will effectively manage project impacts.

#### *Potential Effects on Wildlife*

The EAO evaluated the effects of the BURNCO Project on amphibian species at risk, birds, Roosevelt elk and grizzly bears. Sensory disturbance from noise and human presence would affect wildlife habitat effectiveness, fragment habitat and increase mortality risk. We are aware that approximately 30 hectares of wildlife habitat would be permanently lost during aggregate extraction, as the mine site would remain a pit lake after closure. To mitigate these potential adverse effects, the EAO has proposed conditions that include habitat compensation and the development of a wildlife protection plan in consultation with FLNRORD and Aboriginal groups. We are aware that the plan must also be developed with Squamish Nation and be approved by Squamish Nation under their separate agreement with BURNCO.

We agree with the EAO's conclusions that the BURNCO Project would not have significant adverse residual effects on wildlife, and are satisfied that the EA Certificate conditions and existing and future regulatory



requirements will effectively manage project impacts.

*Potential Effects on Real Estate Values*

The EAO evaluated the BURNCO Project's effects on real estate values by reviewing anticipated changes to land use, air quality, noise levels and visual conditions. While the EAO determined that air quality would exceed BC's Ambient Air Quality Objectives within the mine site during operations, exceedances were not predicted beyond the project area, including at the McNab Creek Strata residences immediately adjacent to the mine site. Noise levels would be most audible during construction, the first year of operations, and during barge loading activities, but are not expected to exceed Health Canada guidelines. The EAO noted that a treed foreshore buffer is expected to reduce visual impacts, although six of the McNab Creek Strata residences will likely have sightlines to the BURNCO Project. The EAO acknowledged that these changes could cause a downward pressure on real estate values for adjacent properties, and that the impacts of these factors are uncertain and difficult to quantify. In response to these concerns, the EAO has proposed conditions that include limiting hours of operation, the development of noise and air quality management plans, and the maintenance of a treed foreshore buffer to reduce visibility of the BURNCO Project.

We agree that with the application of the EA Certificate conditions and existing and future regulatory requirements, the BURNCO Project would not have significant adverse residual effects on real estate values and that any potential project impacts would be effectively managed.

*Public Interest in the BURNCO Project*

Members of the public expressed concerns that the BURNCO Project would impact recreational opportunities in Howe Sound because of its impacts to air quality, noise, visual aesthetics and marine traffic. In order to address these concerns, in addition to the conditions above, the EAO has also proposed conditions requiring BURNCO to establish a Community Advisory Group to support communication and engagement between BURNCO, local governments and local stakeholder groups.

We are aware that members of the public expressed concern about the use of professional reliance during the EA. We note that unlike typical permitting and authorizations processes, the professional reliance model does not extend to the EA process in British Columbia. The application for the BURNCO Project included information and analyses prepared by qualified professionals, which underwent a rigorous review and assessment during the EA by the EAO's advisory Working Group, which includes representatives from federal, provincial and local government agencies and Aboriginal groups. We note that government retains decision making authority and is not legally compelled to accept the conclusions of professionals retained by a proponent.

We agree with the EAO's conclusions that the BURNCO Project would not have significant adverse residual effects on air quality, noise, visual aesthetics and marine traffic, and are satisfied that the EA Certificate conditions and existing and future regulatory requirements would effectively manage project impacts.

#### *Aboriginal Consultation*

The EAO consulted deeply with Squamish Nation, Tsleil-Waututh Nation and Musqueam Indian Band during the EA. Both Squamish Nation and Tsleil-Waututh Nation participated in the EA as members of the Working Group and had opportunities to review key documents and meet with the EAO on a number of occasions to discuss aspects of the EA. The EAO assessed the potential adverse effects and the impacts of the BURNCO Project on Squamish Nation, Tsleil-Waututh Nation and Musqueam Indian Band's Aboriginal Interests.

During the final stages of the assessment we received a letter from Tsleil-Waututh Nation indicating that they were given inadequate time to fully consider their response to the final draft documents. We understand that the EAO has recently provided additional opportunities for Tsleil-Waututh Nation to raise any remaining issues and that these have been considered in the assessment and included in the advice on which we have made our decision.

The EAO has received correspondence from the Squamish Nation indicating their support for the BURNCO Project, having reached an agreement with BURNCO, which would mitigate Squamish Nation's concerns related to the project. The EAO has included a Table of Concordance as Schedule C to the EA Certificate, which describes how the EAO's conditions align with Squamish Nation's environmental management plans required by Squamish Nation's conditions under their legally-binding agreement with BURNCO.

The EAO also consulted members of the Hul'qumi'num Treaty Group, including Stz'uminus First Nation, Cowichan Tribes, Halalt First Nation, Lake Cowichan First Nation, Lyackson First Nation, and Penelakut Tribe on the marine-based components of the BURNCO Project.

#### *Public Consultation*

We are aware of the opportunities for the public to submit comments during the three public comment periods held during the EA. In total, over the course of three public comment periods, the public had 110 days of consultation in order to review materials and submit comments, including a final 30-day public comment period on the EAO's draft decision materials. We note also that these comments, and the Proponent's, and the EAO's responses, were considered during the EA as reflected in the EAO's Assessment Report and EA Certificate conditions.

#### *Provincial and Community Benefits*

We are aware that the BURNCO Project would provide local, regional and provincial benefits. BURNCO estimates that total construction costs would be \$21.5 million, while estimated expenditures during 16 years of operations would average \$15 million per year. BURNCO predicted that the BURNCO Project would generate an average of 40 full-time equivalent (FTE) positions per year during the 2 years of construction and 14 FTE positions in British Columbia during operations. BURNCO estimated overall provincial revenue from taxes to be \$0.4 million annually during construction and \$0.6 million annually during operations. We are also aware that Squamish Nation reached an agreement with BURNCO, which was the basis of their approval of the project.

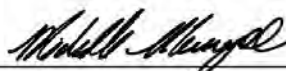
### 3.0 CONCLUSION

We have considered the EAO's Assessment Report, the recommended Certified Project Description and conditions of the proposed EA Certificate, and the Recommendations of the Executive Director. Now, having regard to our responsibilities under the Act and Crown obligations to consult and accommodate Aboriginal groups, we have decided to issue an EA Certificate for the BURNCO Project.

The EA Certificate includes enforceable conditions and specifies design parameters. These give us confidence to conclude that the BURNCO Project will be constructed and operated such that no significant adverse effects are likely to occur.



Honourable George Heyman  
Minister of Environment and Climate Change  
Strategy



Honourable Michelle Mungall  
Minister of Energy, Mines and Petroleum  
Resources

signed this 18 day of March 2018



## ATTACHMENT D

### CONDITION 10 - HOURS OF CONTRACTION AND OPERATION

#### Final Condition (February 6, 2018)

10.	<p><b>Hours of Construction and Operation</b></p> <p>The Holder must comply with the following hours during Construction and Operations. Construction and Operations may only occur during daylight hours.</p> <p><b>a) Construction</b></p> <ul style="list-style-type: none"> <li>i) On days that are not Sundays or Statutory Holidays, Construction may only occur between 7:00 am and 9:00 pm; and</li> <li>ii) On Sundays and Statutory Holidays, Construction may only occur between 9:00 am and 6:00 pm.</li> </ul> <p><b>b) Operations – Summer Hours</b></p> <p>The Holder must comply with the following from the Friday before Victoria Day in May until the Tuesday after Labour Day in September:</p> <ul style="list-style-type: none"> <li>i) On days that are not Saturdays, Sundays or Statutory Holidays, Operations may only occur between 7:00 am and 9:00 pm;</li> <li>ii) On Saturdays, Operations may only occur between between 9:00 am and 6:00 pm; and</li> <li>iii) Operations are not permitted on Sundays or Statutory Holidays.</li> </ul> <p><b>c) Operations – Regular Hours</b></p> <p>The Holder must comply with the following between the Tuesday after the Labour Day long weekend in September and the Friday before the Victoria Day long weekend in May:</p> <ul style="list-style-type: none"> <li>i) On days that are not Sundays or Statutory Holidays, Operations may only occur between 7:00 am and 9:00 pm; and</li> <li>ii) On Sundays and Statutory Holidays, Operations may only occur between 9:00 am and 6:00 pm.</li> </ul> <p>Activities that do not generate noise or light emissions detectable beyond the Certified Project Area, such as routine maintenance work, office work, non-Construction activities, and activities that do not involve the extraction of sand, rock and gravel are exempt from these requirements.</p>
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#### Draft Condition (October 27, 2017)

10.	<p><b>Hours of Construction and Operation</b></p> <p>The Holder must comply with the following hours during Construction and Operations to manage noise and visual effects:</p> <ul style="list-style-type: none"> <li>a) On workdays that are not holidays, construction and operations may only occur during seasonal daylight hours between 7:00 am and 9:00 pm;</li> <li>b) On workdays that are holidays, Construction and Operations may only occur during seasonal daylight hours between 9:00 am and 6:00 pm; and</li> <li>c) The loading of barges is only permitted to occur Monday to Friday on workdays that are not holidays. Barges must not be loaded on holidays.</li> </ul> <p>The following activities such as, routine maintenance work, office work, non-Construction activities and activities that do not involve the extraction of sand, rock and gravel, that do not generate excessive noise or light emissions are exempt from these requirements.</p>
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## ATTACHMENT E

### CONDITION 18 – VISUAL QUALITY MANAGEMENT PLAN

#### Final Condition (February 6, 2018)

18.	<p><b>Visual Quality Management Plan</b></p> <p>The Holder must retain a QP to develop a Visual Quality Management Plan to ensure that at a minimum the following measures are implemented for the Project:</p> <ul style="list-style-type: none"> <li>a) Specify mitigation measures to provide for additional screening of land-based infrastructure to blend infrastructure with the existing landforms in the context of surrounding landscape features;</li> <li>b) Specify mitigation measures to promote screening, including but not limited to, the establishment of new native vegetation;</li> <li>c) Specify the selection of natural colours and flat or low glare external finishes on buildings and structures;</li> <li>d) Include measures to monitor and maintain natural screening and external finishes, whereby a reduced level of contrast is maintained for minimal visibility of infrastructure;</li> <li>e) Include measures to minimize lighting usage during Construction and Operations phases; and</li> <li>f) Vegetation removal is not permitted in the Treed Foreshore Buffer area identified in Figure 2 of Schedule A of this Certificate.</li> </ul> <p>The Holder must provide this draft plan to the EAO and Aboriginal Groups a minimum of 60 days prior to the planned commencement of Construction.</p> <p>The plan, and any amendments thereto, must be implemented to the satisfaction of a QP and to the satisfaction of the EAO throughout Construction and Operations.</p>
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#### Draft Condition (October 27, 2017)

18.	<p><b>Visual Quality</b></p> <p>The Holder must maintain a treed foreshore buffer of at least 25 metres in width and up to 250 metres in length along the foreshore between Howe Sound and the Certified Project Area as defined in the Certified Project Description.</p> <p>Any proposed changes to the treed foreshore buffer must be approved by the EAO prior to implementation.</p>
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## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Planning and Community Development Committee – April 12, 2018

**AUTHOR:** David Rafael, Senior Planner

**SUBJECT:** REPORT OF PUBLIC HEARING AND CONSIDERATION OF THIRD READING FOR  
ROBERTS CREEK OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 641.9 AND  
ZONING AMENDMENT BYLAW NO. 310.176 – ELECTORAL AREA D

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### RECOMMENDATIONS

**THAT** the report titled Report of Public Hearing and Consideration of Third Reading for Roberts Creek Official Community Plan Amendment Bylaw No. 641.9 and Zoning Amendment Bylaw No. 310.176 – Electoral Area D be received;

**AND THAT** *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017* be forwarded to the Board for Third Reading;

**AND THAT** *Zoning Amendment Bylaw No. 310.176, 2017* be forwarded to the Board for Third Reading;

**AND FURTHER THAT** the following condition be met before Bylaw Nos. 641.9 and 310.176 be considered for adoption:

- i. A covenant be registered on title to ensure at least six bicycle parking spaces are provided on-site when there is a commercial use; and
  - ii. Approval pursuant to Section 52 of the Transportation Act.
- 

### BACKGROUND

The SCRD received an application to rezone 1058 Roberts Creek Road (Subject Property) to permit bicycle repair and sales. The proposal is to convert an existing house into a retail unit. No expansion of the building is proposed. The house is approximately 61 square metres. No residential use is proposed although zoning will continue to allow residential as a permitted use.

An amendment to the Roberts Creek Official Community Plan is proposed to include the property within Development Permit Area #7 (Commercial Core) to establish design guidelines if the property was redeveloped in the future for a new commercial building.

The purpose of this report is to provide information on the Public Hearing, establish conditions to be met before adoption can be considered and obtain direction from the Planning and Community Development Committee on moving forward.

At the February 22, 2018 regular Board meeting the following resolutions were adopted:

075/18                    **Recommendation No. 10**     *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017 and Zoning Amendment Bylaw No. 310.176, 2017*

THAT the report titled Roberts Creek Official Community Plan Amendment Bylaw No. 641.9 and Zoning Amendment Bylaw No. 310.176 for Retail Use – Electoral Area D be received;

AND THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017* is consistent with the SCRD's 2018-2022 Financial Plan and 2011 Solid Waste Management Plan;

AND THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017* be forwarded to the Board for Second Reading;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017* be forwarded to the Board for Second Reading;

AND THAT a covenanted agreement be prepared prior to the public hearing to secure onsite bicycle parking;

AND THAT a Public Hearing to consider *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017* and *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017* be scheduled for 7:00 p.m., Tuesday March 13, 2018, at Roberts Creek Hall, located at 1295 Roberts Creek Road, Roberts Creek;

AND FURTHER THAT Director Winn be delegated as the Chair and Director Lebbell be delegated as the Alternate Chair for the Public Hearing.

080/18                    THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017* be read a second time.

081/18                    THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017* be read a second time.

## DISCUSSION

### *Analysis*

The Public Hearing was held on March 13, 2018 and the Report of the Public Hearing is included in Attachment A. The Public Hearing was attended by 13 members of the public. Seventeen written submissions were received by staff during the notification period which ran from March 2, 2018 to March 13, 2018 (Attachment A). Sixteen of the submissions were in favour of the proposal including the following:

- this supports outdoor lifestyle and bike trails;
- just what Heart of the Creek is missing;
- attract people to use other businesses;
- there is excitement about the project;
- having a repair facility on the way from Langdale to Sechelt is synergetic;
- support from next door neighbor; and
- value in having additional retail in the area.

One submission raised the following objections:

- major lack of parking in area and;
- reduction in parking requirement and there are 2 vacant units in Heart of the Creek

No submissions were made at the hearing.

Staff confirmed that prior to consideration of adoption a covenant should to be registered on title to ensure that at least six on-site bicycle parking spaces are provided while there is a commercial use taking place.

Staff consider that restricting the building floor area for retail and storage in addition to requiring at least six on-site bicycle space to serve any commercial use compensates for the proposed reduction in parking requirement (from four to three on-site space and no on-site loading space).

Staff recommend that *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017* and *Zoning Amendment Bylaw No. 310.176, 2017* receive Third Reading.

*Timeline for next steps or estimated completion date*

Once the conditions are met then the bylaws can be forwarded to the Board for consideration of adoption.

## **STRATEGIC PLAN AND RELATED POLICIES**

The OCP and bylaw amendment process supports the Strategic Plan's values of Collaboration, Respect & Equity and Transparency.

## **CONCLUSION**

The Public Hearing was held on March 13, 2018. Seventeen written submissions were received during the notification period. No submissions were received at the Public Hearing which was attended by 13 people. Staff recommend that the bylaws be forwarded to the Board for consideration of Third Reading and that prior to consideration of adoption a covenant be registered on title regarding provision of on-site bicycle parking.



**Staff Report to Planning and Community Development Committee - April 12, 2018**  
**Report of Public Hearing and Consideration of Third Reading for Roberts Creek Official**  
**Community Plan Amendment Bylaw No. 641.9 and Zoning Amendment Bylaw No. 310.176**  
**– Electoral Area D****Page 4 of 4**

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*Attachments*

Attachment A – Report of Public Hearing

Attachment B - *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017*  
*and Zoning Amendment Bylaw No. 310.176, 2017*

Reviewed by:			
Manager	X – A. Allen	Finance	
GM	X. I. Hall	Legislative	
CAO	X – J. Loveys	Other	

## SUNSHINE COAST REGIONAL DISTRICT

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REPORT OF A PUBLIC HEARING HELD AT  
Roberts Creek Community Hall  
1309 Roberts Creek Road, Roberts Creek, BC  
March 13, 2018

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*Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017*  
and  
*Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017*

PRESENT:	Chair, Area F Director Alternate Chair, Alt. Area D Director	I. Winn M. Morton
ALSO PRESENT:	Senior Planner Recording Secretary Planning Office Assistant Members of the Public	D. Rafael A. Ruinat G. Dixon 13

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### CALL TO ORDER

The public hearing for *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017* and *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017* was called to order at 7:00 p.m.

Alternate Director Morton attended the public hearing on behalf of Electoral Area D Director Lebbell.

The public hearing was held within the traditional territory of *shíshálh* Nation.

The Chair introduced staff in attendance and read prepared remarks with respect to the procedures to be followed at the public hearing. The Chair then indicated that following the conclusion of the public hearing the SCRD Board may, without further notice or hearing, adopt or defeat the bylaws or alter and then adopt the bylaws providing the alteration does not alter the use or increase the density. The Chair asked David Rafael, Senior Planner, Planning & Development, to introduce *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017* and *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017*.

### PURPOSE OF BYLAW

The Senior Planner began by explaining that the subject property is located at 1058 Roberts Creek Road, Roberts Creek. The purpose of the bylaw amendments are to change the use of the existing dwelling to a bicycle sales and repair shop. The property is 324 square metres with a 61 square metre dwelling. The purpose of the proposed bylaws is to permit new retail development and amend the boundary of the Roberts Creek Village Core Area DPA #7 to include the subject parcel.

### **Applicable OCP Policies**

The Roberts Creek OCP allows for consideration of changes of use to commercial with a criteria based policy:

6.1.3 Proposals to change land designation or rezone a parcel for commercial use shall be considered against at least the following criteria:

- a) Within area from Timberland to Largo to Beach;
- b) Adjacent to or near existing commercial development;
- c) Form and Character subject to Development Permit Area 7;
- d) Impact on neighbouring properties and rural residential character;
- e) Level of vacancy in existing commercial property;
- f) Parking provision;
- g) Stormwater management;
- h) Access to public transport.

If approved, the boundary of Development Permit Areas 7 (Roberts Creek Village Core Area) will be amended to include the parcel(s).

The objective of this designation is to support economic activities and development that enhances the established rural atmosphere and environmental stewardship of downtown Roberts Creek and encourages innovative design.

The proposal does not require new building/floor area however in the future the building could be demolished and the Development Permit Area (DPA) designation will guide redevelopment.

### **Applicable Zoning Bylaw No. 310 Policies**

Sunshine Coast Regional District Zoning Bylaw No. 310 designates the subject property as Residential Two (R2).

Residential Two (R2) permitted uses:

- (1) single family dwelling and not more than two boarders per dwelling only;
- (2) keeping of poultry or rabbits subject to Part 502 (2) and (3) of this bylaw;
- (3) home occupation subject to Part 502 (10) of this bylaw;
- (4) bed and breakfast subject to Part 502 (11) of this bylaw;
- (5) horticultural product sales auxiliary to one single family dwelling unit.

Development Capacity:

For small parcels Zoning Bylaw 310 limits the total floor area and the R2 zone sets a site cover maximum. The maximum footprint of all development on the property is calculated at 113 square metres. The total floor area permitted is 97 square metres and up to 45 square metres for a garage.

## BYLAW PROCESS AND TIMELINE

### First Reading

The bylaws received First Reading on November 23, 2017 and are summarized as follows:

#### *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017*

*Map 5 is hereby amended to include Amended Lot A (Explanatory Plan 5442), Block 11, District Lot 810, Plan 8649 within Development Permit Area #7 – Commercial Core as depicted on Appendix 'A', attached to and forming part of this bylaw.*

#### *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017*

*Sunshine Coast Regional District Zoning Bylaw No. 310, 1987 is hereby amended by inserting the following in Part VI (Residential Zones), R2 (Residential Two):*

#### *611.5*

- (a) *In addition to the uses in 611.1 to 611.3 the following uses are permitted on Amended Lot A (Explanatory Plan 5442), Block 11, District Lot 810, Plan 8649:*

- (1) *retail;*

- (b) *Conditions of Use*

- (1) *total floor area used for retail and storage purposes must not exceed 61 square metres;*  
(2) *despite Section 509 the minimum requirement shall be three parking spaces and no loading spaces;*

The Conditions of Use address the nature of the small parcel size and limited parking area. Thus any proposed increase in floor area could be considered as a variance to allow community input.

### Consultation

The proposed bylaw was referred to the Roberts Creek Advisory Planning Commission (APC), Roberts Creek Official Community Plan Committee (RCOCPC), *shíshálh* Nation, Ministry of Transportation and Infrastructure and Roberts Creek Volunteer Fire Department. Comments received are as follows:

<i>shíshálh</i> Nation	There is no ground disturbance planned at this time, the <i>shíshálh</i> Nation will have no further comments at this time; however, further engagement may be necessary in the future. This is linked to if/when there is ground disturbance.
Roberts Creek APC meeting on November 20, 2017	The APC supports: <ul style="list-style-type: none"><li>• site-specific rezoning to permit sales on this R2 zoned property,</li><li>• site-specific amendments to allow three on-site automobile parking spaces additional parking of bicycles, and not require an on-site loading space.</li></ul>

	<ul style="list-style-type: none"> <li>limiting sales to the existing 61m2 dwelling in order to reduce parking demand.</li> <li>the development potential of the property remain as set out in Bylaw 310 for an R2 zoned property, with regard to maximum floor area and parcel coverage. The APC considered that allowing an auxiliary structure for enclosed parking could be useful in the future.</li> </ul> <p>The APC does not support rezoning the property as Commercial Two.</p>
RCOCPC meeting on January 9, 2018	The OCPC supports this rezoning, with three parking spots for cars and a community amenity of an appropriate number of public parking spots for bikes.
RCVFD	<p>No serious concerns regarding the proposal, access for response is good and most contents are, as far as is known, non-combustible with possible exception of a large number of tires and flammable liquids for cleaning parts.</p> <p>Staff sent these comments to the applicant who noted that there is no intention to store such material in large volumes.</p>
VCH	No objections to the proposed change of use and offered comments regarding the sewage system (that within 30 days of completion of construction a new septic field filing is required). VCH supports mixed use neighbourhoods.
MoTI	Noted that its interests are unaffected.

### Public Information Meeting

The applicant held a public information meeting on December 12, 2017. Seven members of the public were in attendance. Comments raised at the Public Information Meeting included:

- Noise generated by bicycle repair. The applicant noted that no heavy equipment would be used.
- As the proposed use is retail, a question was raised about sale of marijuana. Staff commented that if it is a legal product it could be sold however regulations from the province and possible further Board direction are awaited for marijuana sales.
- Question raised if bicycle parking could be required and that this is also for future retail operators. This could be achieved by a legal covenant on title.
- 20 letters of support were received during the Public Information Meeting notification period.

### Second Reading

The bylaws received Second Reading on February 22, 2018. The OCP amendment was considered to be compatible with the SCRD Financial and Solid Waste Plans. A requirement for on-site bicycle parking was incorporated as a requirement to be met by covenant based on feedback from the referral process.

## **Conditions Prior to Adoption**

Covenant drafted to require at least six on-site bicycle parking spaces and must be registered on title prior to Adoption of the bylaw amendments. No further amendments are proposed at this time.

## **PUBLIC SUBMISSIONS PRIOR TO PUBLIC HEARING**

The Senior Planner noted that 17 letters (16 support, 1 objection) were received prior to public hearing, during the notification period. The submissions form part of the public record and are appended to the public hearing minutes as Appendix 1 - 17

1. Lesley Roberts, Pell Road - Support
2. Yvonne and Robert Van Norman, Inside Passage School of Fine Cabinetmaking - Support
3. Sharon Tron and Dallas Grieve, Paggio Road - Support
4. Chris Green, Roberts Creek Road - Support
5. Tom Pape, address not stated - Support
6. Dave Johnson, address not stated - Support
7. Bjorn Enga, address not stated - Support
8. Tim Howard, Lower Road – Support
9. Paul Cooper, address not stated - Support
10. Asha Labreche, Kraus Road – Support
11. Rhoda Baxter, Rusty Hinge – Support
12. Paul de Leo, MELOmania – Support
13. Coulter Prestage, Roberts Creek Road
14. Kane Boyce, address not stated - Support
15. Wendy Craighead, Beach Avenue – Objection
16. Dean Mural, address not stated - Support
17. Ryan Hanson, Hanbury Road - Support

Comments of support included: This proposal supports outdoor lifestyle and bike trails; it is just what the Heart of the Creek is missing; it will attract people to use other businesses; there is excitement about the project; having a repair facility on the way from Langdale to Sechelt is synergetic; support from next door neighbor; there is value in having additional retail in the area.

Comments of objection included: There is a major lack of parking in the area and reduction in requirement for parking in the Heart of the Creek; there are 2 vacant units in the Heart of the Creek.

Staff noted that parking is an issue in Roberts Creek. The Heart of the Creek was permitted a reduced parking requirement and the SCRD implemented the bicycle/walking path project to promote alternative transport options. In addition, staff did not find vacant units on the ground floor when the application was received. A site visit just prior to the public hearing found that one vacant unit may be under renovation, but it was not clear if this is to prepare for renting or to assist marketing. The ice cream/gelato unit was vacant, however this may be a seasonal use. During hand billing for the public hearing staff noted that there seemed to be some vacancy in upper units, however these tended to be office/health related uses rather than retail in the past.

## NEXT STEPS

The Senior Planner concluded his remarks, indicating that a report of this public hearing would be brought to a future Planning & Community Development Committee meeting. The SCRD Board would consider and make a resolution to proceed with or deny Third Reading of the bylaws. The conditions of a covenant on title would need to be met prior to SCRD Board consideration of Adoption of the bylaws.

## CALL FOR SUBMISSIONS

The Chair called a first time for submissions. No submissions were received.

The Chair called a second time for submissions. No submissions were received.

## CLOSURE

The Chair called a third and final time for submissions. There being no submissions, the Chair announced the public hearing for proposed *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017* closed at 7:24 p.m.

The Chair thanked everyone for attending the public hearing.

Certified fair and correct:



I. Winn, Chair

Prepared by:



A. Ruinat, Recording Secretary

Lesley Roberts  
Eco-Freako™  
1734 Pell Rd.  
Roberts Creek, BC  
V0N 2W1

March 2, 2018

David Rafael  
Sunshine Coast Regional District  
1975 Field Rd.  
Sechelt, BC  
V0N 3A0

Re: RCOCP Rezoning and Bylaw Amendment 641.9 and 310.176 for a Bicycle Shop

Dear David Rafael,

As a downtown Roberts Creek Shopkeeper, I recognize the value in having additional retail locations in the village core. The proposed bike shop fits within the vision of the RCOCP as well as offers environmentally sustainable transportation options, will serve our local community, provide employment, and attract more visitors to downtown Roberts Creek.

I support the proposed Bicycle Shop at 1058 Roberts Creek Rd Roberts Creek, BC V0N 2W0; Amended Lot A (Explanatory Plan 5442), Block 11, District Lot 810, Plan 8649.

Sincerely,  
Lesley Roberts, Shopkeeper  
Eco-Freako™



David Rafael

---

From: Yvonne  
Sent: Tuesday, March 06, 2018 10:34 AM  
To: David Rafael  
Subject: Public Hearing for March 13, 2018.

Hi David,

Just writing a short note to mention that Inside Passage School of Fine Cabinetmaking will welcome the amendments to the bylaws for the civic address of 1058 Roberts Creek Road, Roberts Creek, BC.

We feel these amendments, and proposed use of this property, will be an added benefit for our community and environment.

Robert & Yvonne Van Norman

Yvonne Van Norman  
Admissions & Student Services  
Inside Passage School of Fine Cabinetmaking  
1-1055 Roberts Creek Road  
Roberts Creek, British Columbia  
V0N 2W0

[www.insidepassage.ca](http://www.insidepassage.ca)

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David Rafael

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From: Sharon Tron  
Sent: Thursday, March 08, 2018 11:46 AM  
To: David Rafael; *Chris Glew*

Dear David,

We are emailing you to express our continued support for the Bike Shop rezoning application submitted by Chris Glew in Roberts Creek. Having a local bike store would be an awesome addition to our little thriving community of Roberts Creek. We would LOVE to have a bike shop right in the heart of the creek as it would be a great resource for our community. This is a community built on being active outdoors so this would greatly support everyone in the area. We live close to some of the most amazing mountain biking trails on the Sunshine Coast.

We support Chris's business whole heartedly.

If you have any questions don't hesitate to contact me.

Warm Regards,

Sharon Tron & Dallas Grieve

1222 Paggio rd  
Roberts Creek BC  
V0N 2W2

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**David Rafael**

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From: Chris Green  
Sent: Thursday, March 08, 2018 12:14 PM  
To: David Rafael  
Subject: Bike shop

David

As you know, I own the property immediately next door to the property proposed to be re-zoned such that it can operate as a bike shop. As expressed before, I support this usage and note that such a facility should encourage the usage of bicycles in the Roberts Creek area with favourable reductions in vehicle traffic.

Best regards

Chris Green

1054 Roberts Creek Road

Sent from my iPhone

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**David Rafael**

---

**From:** Tom Pape  
**Sent:** Thursday, March 08, 2018 12:28 PM  
**To:** David Rafael  
**Subject:** Roberts Creek Bike Shop

David

As a cyclist and a local business owner, I wholeheartedly support this project.

Having a repair faculty on the way from Langdale to Sechelt will have a huge Synergystic effect for all the businesses in the Creek.

Please move the project to a must do.

You will not regret it

Thank you

Tom Pape , P.Eng

Sent from my iPhone

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**David Rafael**

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**From:** Dave Johnson  
**Sent:** Thursday, March 08, 2018 12:47 PM  
**To:** David Rafael  
**Subject:** Support for Roberts Creek bike shop

Hi David, I just wanted to email you to voice my support for Chris Glew's bike shop that he's trying to get zoned in downtown Roberts Creek.

Cheers,  
Dave

---

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**David Rafael**

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**From:** Bjørn Enga  
**Sent:** Thursday, March 08, 2018 2:42 PM  
**To:** David Rafael  
**Subject:** Bike Shop in Roberts Creek

Just wanted to let you know that I fully support the idea of a bike shop in Roberts Creek. It will be a great addition to the community.

Cheers

Bjørn Enga

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### David Rafael

---

From: Tim Howard  
Sent: Thursday, March 08, 2018 8:47 PM  
To: David Rafael  
Subject: Support for Glew application for rezoning

David, please accept this as a statement of my continued support for the rezoning application by Chris Glew and his partner to allow commercial (bike shop) use of the property at Roberts Creek Road and Lower Road. A bike shop in the Creek would be a great addition to our community, and Chris has already shown his intention to contribute to the community.

I will be unable to attend the second public meeting, and would appreciate you registering my support for the rezoning application via this email.

Thanks,

Tim Howard | Aboriginal and Environmental Law

2795 Lower Road  
Roberts Creek, B.C. V0N 2W4

Personal Law Corp.

 T. HOWARD LAW

This message is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged and confidential. If the reader of this message is not the intended recipient, or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify the sender immediately by telephone.

\*Personal Law Corporation

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**David Rafael**

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**From:** Paul Cooper  
**Sent:** Friday, March 09, 2018 8:36 AM  
**To:** David Rafael  
**Subject:** Bike shop / Roberts Creek

As a long time coast resident and mountain biker / trail builder I would like to voice my support for Chris's application for a bike shop in Roberts Creek. Chris's knowledge and enthusiasm for all biking will be a welcome addition to the coast.

Paul Cooper.

Sent from my iPhone

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**David Rafael**

---

**From:** Asha Labreche  
**Sent:** Friday, March 09, 2018 9:50 AM  
**To:** David Rafael  
**Subject:** Chris Glew Bike Shop

Hi David,

I live just up the hill from the heart of the creek on Kraus Rd. I want to send an email in support of Chris and Andrea and the bike shop they are creating. Their vision for that little shop is exactly what we need here on the coast and in our little community. Chris and Andrea live and work from their hearts as some of the most genuine people I've ever met and they are going to be doing that with their business too. They care so much about people and making sure they get the best service and care possible. The coast needs their services and i can't think of a better spot to put them in.

Thanks

Asha

---

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David Rafael

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From: The Rusty Hinge  
Sent: Friday, March 09, 2018 12:09 PM  
To: David Rafael  
Cc: *Chris Grew*  
Subject: Roberts Creek Bike Shop

Good morning!

I have resent to you my letter of support for the bike shop in Roberts Creek. When you popped into my shop a couple of weeks ago David I did express to you the excitement and buzz the bike building has created, so it will be great to see Chris finally open.

Kind regards,  
Rhoda Baxter  
The Rusty Hinge

On Monday, December 11, 2017, The Rusty Hinge  
Hi David,

wrote:

Enclosed is my letter of support for the bike shop in Roberts Creek.

Kindly,  
Rhoda Baxter

The Rusty Hinge

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David,

As a retail business owner in Roberts Creek I was excited to hear that Chris Glew has plans to open a bicycle store here in The Creek. At my shop, The Rusty Hinge, customers are asking daily what the scoop is on the quaint building being worked on across the street. (I'm contiplating dedicating a wee corner of my garden shop to "Dirt"...). When I tell them of the application for a bike shop the response has been nothing short of positive.

I trust that the SCRD and all the locals will see that Chris's vision will only add to the charm of The Creek, whilst bringing in more business to the already existing businesses.

I can gladly be reached for further input.

Kind regards,

Rhoda Baxter

The Rusty Hinge

#1 1059 Roberts Creek Road

**David Rafael**

---

**From:** Paul De Leo  
**Sent:** Friday, March 09, 2018 2:49 PM  
**To:** David Rafael  
**Subject:** Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017

Hi David,

I fully support the rezoning application allowing the former "Tudor" house to function as a bike shop. More retail traffic in Roberts Creek is a win for everyone currently invested in the service/retail sector of Roberts Creek!

Thanks

--

*Paul De Leo*

**MELomania**  
PO 46  
1051 Roberts Creek Rd  
Roberts Creek, BC  
V0N 2W0

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**David Rafael**

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**From:** Coulter Prestage  
**Sent:** Friday, March 09, 2018 10:42 PM  
**To:** David Rafael  
**Subject:** Bike Shop

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

David,

I'm emailing to express my support for the bike shop at 1058 Roberts Creek Rd.  
I would love to see a bike shop in Roberts Creek open up!

Sincerely,  
Coulter Prestage

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**David Rafael**

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**From:** kane boyce  
**Sent:** Sunday, March 11, 2018 8:57 PM  
**To:** David Rafael  
**Subject:** Roberts Creek bike shop

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi David,

My name is Kane Boyce and I am a long time mountain biker and trail builder. I am in full support of there being a bike shop in Roberts Creek. I think it's just what the heart of the creek is missing. It will attract a vast amount of people who will end up supporting numerous other businesses while visiting the creek.

Cheers Kane

---

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**David Rafael**

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From: wendy craighead  
Sent: Monday, March 12, 2018 6:02 PM  
To: David Rafael  
Subject: Roberts Creek Official Community Plan Amendment

## Roberts Creek Official Community Plan Amendment

Mr. Rafael:

I am writing this letter in response to the amendment request for the property situated in "downtown Roberts Creek". While I am not opposed to the addition of a bicycle shop in the area I don't feel it is necessary to amend the bylaw to change the zoning of this property. I believe that the plan states that this only be done if there is a need for more retail space and since there are at least two units in the existing buildings that sit empty I don't feel there is a need for more commercial space at this time.

As far as I can tell there are no extra parking spaces for this building and with the major lack of parking and the congestion that is already happening in this area I don't feel it would benefit the commercial core to add to this. The "Heart of the Creek" buildings got a variance on the parking requirements as did the Roberts Creek General Store and the lack of parking for the restaurant, cafe, little park behind the library, and the beach and with all the festivals and special occasions, (ie Earth Day, Roberts Creek Daze, Slow Sundays, Mandala, all the events at the Legion and every nice sunny day in summer, etc.) when there are cars parked on both sides of the lower part of Roberts Creek Road, along Beach Ave. and now Lower Road as well as every other wide space along any shoulder that someone feels it is alright to block the flow of traffic to the point where buses will not run I am asking that it not be added to.

I believe one part of the OCP for Roberts Creek was that the parking not be visible but this is not the case as "downtown" Roberts Creek is nothing but a parking lot with cars parked half in the road impeding the flow of traffic and with more retail spaces opening up this is just going to make it worse especially where this building is situated. I for one as well as others I know will go along Cedar Grove Road to get to my home near the corner of Beach Ave. and Roberts Creek Road instead of going through the downtown intersection.

Therefore I am requesting that this amendment not be granted until such time as it is absolutely necessary to expand the commercial core of Roberts Creek.

Sincerely  
Wendy Craighead

David Rafael

---

From: DEAN MURAL  
Sent: Monday, March 12, 2018 7:44 PM  
To: David Rafael  
Subject: Bike shop rezoning

Hi David,

I'm emailing again to show my support for the Bike Shop rezoning application submitted by Chris Glew in Roberts Creek. Having a local bike store will help support the community and also encourage us to use our bikes more.

Roberts Creek is really the heart of mountain biking on the Sunshine Coast and it makes so much sense to have a local shop here run by a local entrepreneur like Chris. In addition, I think it makes a lot of sense to rezone the property in question given the size and location of the property.

If you have any questions don't hesitate to contact me.

Sincerely,

Dean Mural

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David Rafael

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From: Ryan Hanson  
Sent: Tuesday, March 13, 2018 2:28 PM  
To: David Rafael  
Subject: Fwd: Bike shop rezoning

Hi David,  
I just wanted to send this again to confirm my continued support of the bike shop rezoning.  
Thanks,  
Ryan  
Sent from my iPhone

Begin forwarded message:

From: Ryan Hanson  
Date: December 11, 2017 at 6:54:01 PM PST  
To: [David.Rafael@scrd.ca](mailto:David.Rafael@scrd.ca)  
Subject: Bike shop rezoning

David,

I am sending this to show my support for the rezoning application submitted by Chris Glew. As a resident of Roberts Creek I feel it is the kind of thing we need. It supports the healthy outdoor lifestyle of the area and will help to get us out riding more.

If you have any questions don't hesitate to contact me.

Sincerely,

Ryan Hanson  
1835 Hanbury Road  
Roberts Creek, B.C.  
V0N 2W2

Sent from my iPhone

---

This email was scanned by Bitdefender

# ATTACHMENT B

## SUNSHINE COAST REGIONAL DISTRICT BYLAW NO. 641.9

A bylaw to amend *Roberts Creek Official Community Plan Bylaw No. 641, 2011*.

---

The Board of Directors of the Sunshine Coast Regional District, in open meeting assembled, enacts as follows:

### PART A – CITATION

1. This bylaw may be cited as the *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017*.

### PART B – AMENDMENT

2. *Roberts Creek Official Community Plan Bylaw No. 641, 2011* Map 5 is hereby amended to include Amended Lot A (Explanatory Plan 5442), Block 11, District Lot 810, Plan 8649 within Development Permit Area #7 – Commercial Core as depicted on Appendix 'A', attached to and forming part of this bylaw.

### PART C – ADOPTION


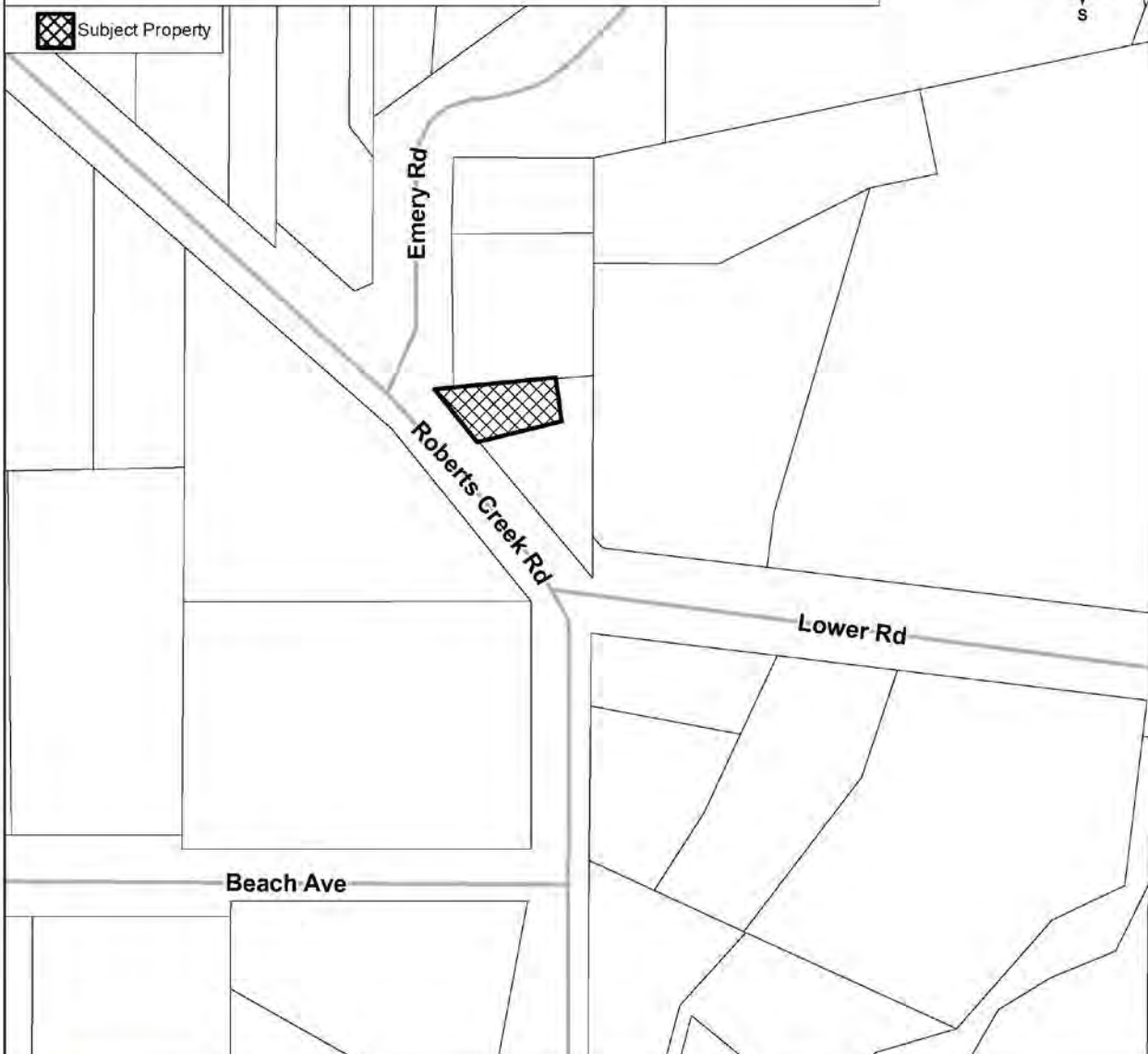

READ A FIRST TIME this	23 <sup>rd</sup>	DAY OF NOVEMBER ,	2017
PURSUANT TO SECTION 475 OF THE <i>LOCAL GOVERNMENT ACT</i> CONSULTATION REQUIREMENTS CONSIDERED this	23 <sup>rd</sup>	DAY OF NOVEMBER,	2017
READ A SECOND TIME this	22 <sup>nd</sup>	DAY OF FEBRUARY,	2018
CONSIDERED IN CONJUNCTION WITH THE SUNSHINE COAST REGIONAL DISTRICT FINANCIAL PLAN AND ANY APPLICABLE WASTE MANAGEMENT PLANS PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	22 <sup>nd</sup>	DAY OF FEBRUARY,	2018
PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	13 <sup>TH</sup>	DAY OF MARCH,	2018
READ A THIRD TIME this	####	DAY OF MONTH,	YEAR
ADOPTED this	####	DAY OF MONTH,	YEAR

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Corporate Officer

---

Chair

<h2 style="margin: 0;">Appendix A to Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017</h2>	
<p>Amend Map 5 to include Amended Lot A (Explanatory Plan 5442), Block 11, District Lot 810, Plan 8649 within boundary of DPA #7 Commercial Core</p>	
<div style="display: flex; align-items: center; margin-bottom: 10px;"> <div style="width: 20px; height: 20px; border: 1px solid black; background: repeating-linear-gradient(45deg, transparent, transparent 2px, black 2px, black 4px); margin-right: 5px;"></div> <span>Subject Property</span> </div> 	
	<div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div style="text-align: center;"> <hr style="width: 200px; border: 0.5px solid black;"/> <p>Chair</p> </div> <div style="text-align: center;"> <hr style="width: 200px; border: 0.5px solid black;"/> <p>Corporate Officer</p> </div> </div>

**SUNSHINE COAST REGIONAL DISTRICT**  
**BYLAW NO. 310.176**

*A bylaw to amend Sunshine Coast Regional District Zoning Bylaw No. 310, 1987.*

---

The Board of Directors of the Sunshine Coast Regional District, in open meeting assembled, enacts as follows:

**PART A – CITATION**

1. This bylaw may be cited as the *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017.*

**PART B – AMENDMENT**

2. *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987* is hereby amended by inserting the following in Part VI (Residential Zones), R2 (Residential Two):
  - 611.5 (a) In addition to the uses in 611.1 to 611.3 the following uses are permitted on Amended Lot A (Explanatory Plan 5442), Block 11, District Lot 810, Plan 8649:
    - (1) retail;
  - (b) Conditions of Use
    - (1) total floor area used for retail and storage purposes must not exceed 61 square metres;
    - (2) despite Section 509 the minimum requirement shall be three parking spaces and no loading spaces;
3. The subject property is shown on Appendix A, attached to and forming part of the bylaw

**PART C – ADOPTION**

READ A FIRST TIME this	23 <sup>rd</sup>	DAY OF NOVEMBER ,	2017
READ A SECOND TIME this	22 <sup>ND</sup>	DAY OF FEBRUARY ,	2018
PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	13 <sup>TH</sup>	DAY OF MARCH ,	2018
READ A THIRD TIME this	####	DAY OF MONTH ,	YEAR
APPROVED PURSUANT TO SECTION 52 OF THE <i>TRANSPORTATION ACT</i> this	####	DAY OF MONTH ,	YEAR
ADOPTED this	####	DAY OF MONTH ,	YEAR

---

Corporate Officer

---

Chair

<h2 style="margin: 0;">Appendix A to Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017</h2>	
<p>Rezone Amended Lot A (Explanatory Plan 5442), Block 11, District Lot 810, Plan 8649 to include retail as a permitted use with conditons to limit floor area and reduce parking requirement</p>	
<p> Subject Property</p>	<div style="text-align: right; margin-bottom: 10px;"> </div>
	<div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center; width: 45%;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p>Chair</p> </div> <div style="text-align: center; width: 45%;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p>Corporate Officer</p> </div> </div>

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Planning and Community Development Committee – April 12, 2018

**AUTHOR:** David Rafael, Senior Planner

**SUBJECT:** ROBERTS CREEK OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW No. 641.10, 2018 AND SUNSHINE COAST REGIONAL DISTRICT ZONING AMENDMENT BYLAW No. 310.179, 2018 (TOPPING – 2720 LOWER RD) CONSIDERATION OF FIRST READING – ELECTORAL AREA D

---

### RECOMMENDATIONS

**THAT** the report titled Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.179, 2018 (Topping – 2720 Lower Rd) Consideration of First Reading – Electoral Area D be received;

**AND THAT** *Roberts Creek Official Community Plan Amendment Bylaw No 641.10, 2018* be forwarded to the Board for First Reading;

**AND THAT** *Sunshine Coast Regional District Zoning Amendment No. 310.179, 2018* be forwarded to the Board for First Reading;

**AND THAT** pursuant to Section 475 of the *Local Government Act* the bylaws be referred to the following agencies for the opportunity of early and on-going consultation:

- Roberts Creek Advisory Planning Commission;
- Skwxwú7mesh Nation;
- Ministry of Transportation & Infrastructure;
- Vancouver Coastal Health Authority;

**AND FURTHER THAT** a Public Information Meeting be held with respect to Bylaw Nos 641.10 and 310.179 prior to consideration of Second Reading.

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## BACKGROUND

The SCRD received an application to amend the Roberts Creek Official Community Plan and amend the subdivision district in Zoning Bylaw No. 310 to support a future application to subdivide 2720 Lower Road, Roberts Creek into two parcels.



Figure 1 – General; Location

Owner / Applicant:	Brian and Cheryl Topping	
Civic Address:	2720 Lower Road	
Legal Description:	Lot 47, Except Part in Plan14051, West Part of District Lot 1316, Plan 1804	
Electoral Area:	D – Roberts Creek	
Parcel Area:	5800 square metres	
OCP Land Use:	Current - Residential C	Proposed – Residential A
Land Use Zone:	Residential Two (R2)	
Subdivision District:	Current - E	Proposed - C
Application Intent:	To amend OCP and rezone to allow a subdivision into two parcels.	

Table 1 - Application Summary

The purpose of this report is to provide information on the application and obtain direction from the Planning and Community Development Committee on moving forward.

## **DISCUSSION**

### *Property Description and Applicant's Supporting Information*

The property is a triangular parcel at the intersection of Woodley Road and Lower Road.

In support of the proposed amendments the applicant stated that:

*We have owned the property as our primary residence since 2000. We have created gardens on ¾ of the land. While the other section remains open “meadow” and alder forest. We wish to sell the other sections, approx. 0.49 acres, to allow another family to build in lower Roberts Creek.*

The applicant provided two proposed subdivision plans (Attachment A) as follows (area figures are rounded up);

<i>Proposal</i>	<i>Parcel A</i>	<i>Parcel B</i>
<i>1</i>	<i>2800 m<sup>2</sup></i>	<i>2900 m<sup>2</sup></i>
<i>2</i>	<i>2400 m<sup>2</sup></i>	<i>3400 m<sup>2</sup></i>

### *Official Community Plan*

The parcel is within the Residential C Land Use Designation. The designation establishes a minimum parcel size of 5000 square metres due to a lack of soil depth which constrains capacity for on-site sewage disposal combined with the presence of near-surface bedrock.

The Residential A designation establishes a minimum parcel size of 2000 square metres that reflect soil types and terrain characteristics for on-site sewage disposal.

There may be site-specific conditions that support smaller parcel sizes. This may be demonstrated by considering the technical requirements for septic treatment and site characteristics. The applicant will need to provide evidence that the two proposed parcels are able to meet requirements for septic treatment as set out in Vancouver Coastal Health Authority Subdivision Guidelines - ENV-0052 (05/2010).

Staff recommend that if the bylaws proceed that evidence be provided by the applicant that each new parcel is capable of meeting septic treatment requirements, and such evidence be provided before a public hearing is scheduled.

Parcel size is also based upon the community's input. The Residential A designation allows for a 2000 square metre minimum parcel size as this will maintain larger parcel in residential neighbourhoods. Larger parcels are required either due to technical constraints (such as the

Residential C designation) or a desire to maintain tree buffers adjacent to the Sunshine Coast Highway (such as the Country Residential designation). The referral process (including a public information meeting) will provide feedback on the community's desire to allow a smaller parcel size than that currently allowed in the Residential C designation for the subject property.

#### *Zoning Bylaw No. 310*

The applicant's proposal does not include changing the R2 zoning.

For parcels over 3500 square metres, the R2 zone permits two single family dwellings (SFD). If the parcel is over 2000 square metre the second dwelling is limited to 55 square metres (auxiliary dwelling). No more than two dwellings may be located on an R2 parcel.

Both of the proposed parcels will be over 2000 square metres so the number of potential dwellings could increase from two single family dwelling to four dwellings (either two SFD and two auxiliary dwellings or three SFD and one auxiliary dwelling depending on the area of the largest parcel). The potential number of dwellings will be influenced by site cover (maximum 35% for all buildings and structures) and septic treatment capacity.

The current subdivision district is E (average of 5000 square metres with an absolute minimum of 4000 square metres). The proposal requires the subdivision district to be amended to C (minimum parcel area of 2000 square metres).

For similar proposals, SCRD has required that each new parcel be limited to one dwelling to ensure that the total number of dwellings be the same as that permitted for the current parcel. This would ensure that the impact would be the same as if the parcel were to be developed to its maximum capacity.

An alternative is to allow each new parcel to have its full development potential. This may support the potential to develop more affordable market housing. This option supports the direction being taken in the SCRD's consideration of amendments to the OCPs to support affordable housing development.

Staff recommend not restricting the number of dwellings on the new parcels and allowing the site conditions, such as ability to provide sufficient septic treatment, to determine if a second dwelling is possible.

Consideration of the appropriate number of dwellings can take place during the referral period.

#### *Next Steps*

SCRD has considered similar proposed amendments in other locations. Technical issues such as septic treatment capacity can be addressed if the bylaws proceed. Referrals, including a public information meeting, can consider what an appropriate number of dwellings for each parcel is.

Staff recommend that *Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018* and *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.179, 2018* receive First Reading and referrals commence.

#### *Organization and Intergovernmental Implications*

If Bylaw No. 641.10 proceeds it will need to be reviewed to determine if it has any impacts on the SCRD's *2018-2022 Financial Plan* and *2011 Solid Waste Management Plan* at the time Second Reading.

#### *Communications Strategy*

The subject parcel is within the Skwx̱wú7mesh Nation's territory. It is also within 800 metres of a controlled access highway; thus Bylaw No. 310.179 requires approval from the Ministry of Transportation and Infrastructure pursuant to Section 52 of the *Transportation Act* before it may be considered for adoption.

Staff recommend that the bylaws be referred to:

- Roberts Creek Advisory Planning Commission;
- Skwx̱wú7mesh Nation;
- Ministry of Transportation & Infrastructure;
- Vancouver Coastal Health Authority;

In addition a public information meeting should be held prior to consideration of Second Reading.

### **STRATEGIC PLAN AND RELATED POLICIES**

The OCP and bylaw amendment process supports the Strategic Plan's values of Collaboration, Respect & Equity and Transparency.

### **CONCLUSION**

The SCRD received an application to amend Roberts Creek OCP and Zoning Bylaw No. 310 to facilitate a two lot subdivision. SCRD has considered similar applications in other locations. One issue to consider is whether the number of dwellings should be limited to one on each new parcel or allow full development potential. Staff recommend the latter and this can be considered during the referral period. Prior to consideration for Second Reading, the applicant must provide evidence that each new parcel can meet Vancouver Coastal Health Authority septic treatment guidelines.

Staff recommend that the bylaws receive First Reading and that referrals take place.

**Staff Report to Planning and Community Development Committee - April 12, 2018**  
**Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018 and**  
**Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.179, 2018 (Topping**  
**– 2720 Lower Rd) Consideration of First Reading – Electoral Area D** **Page 6 of 13**

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*Attachments*

Attachment A - Subdivision Layouts Proposed by Applicant

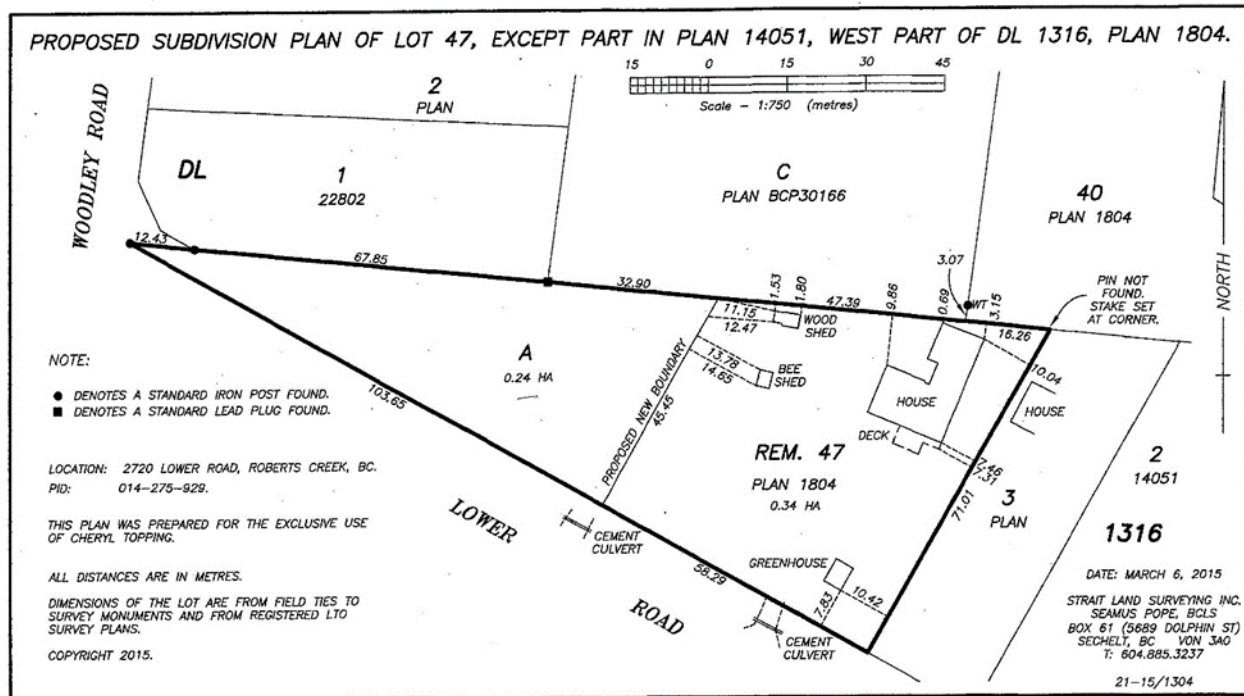
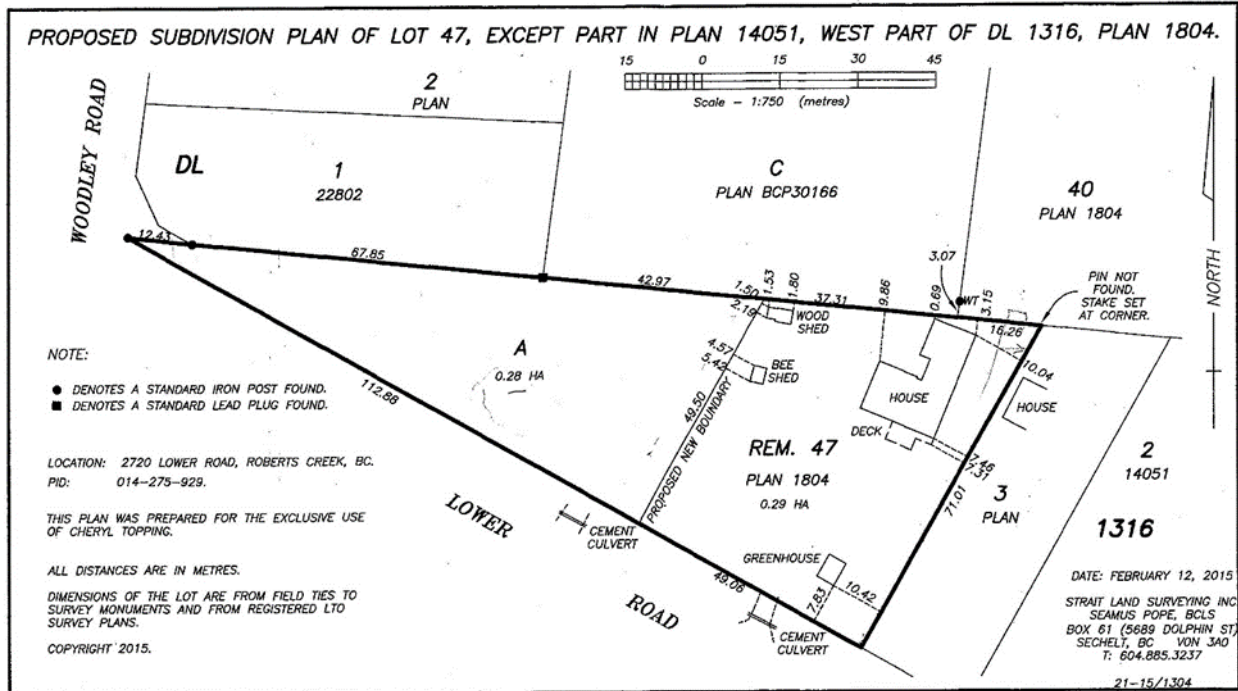
Attachment B - OCP and Zoning Designations

Attachment C - *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2018 and*  
*Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.179, 2018*

Reviewed by:			
Manager	X – A. Allen	Finance	
GM	X – I. Hall	Legislative	X – A. Legault
CAO	X – J. Loveys	Other	

## ATTACHMENT A

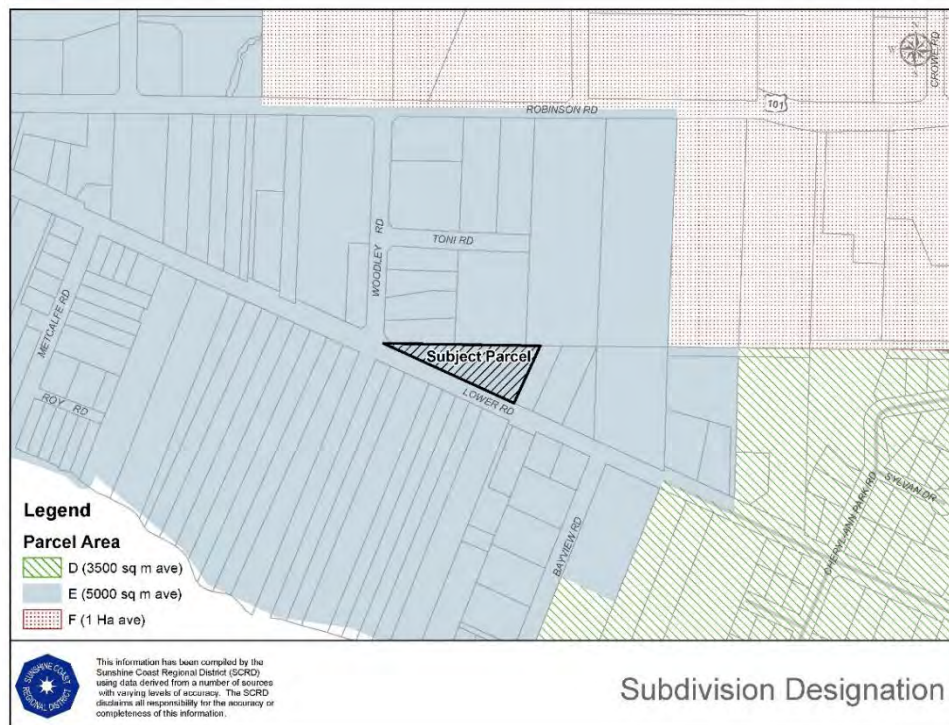
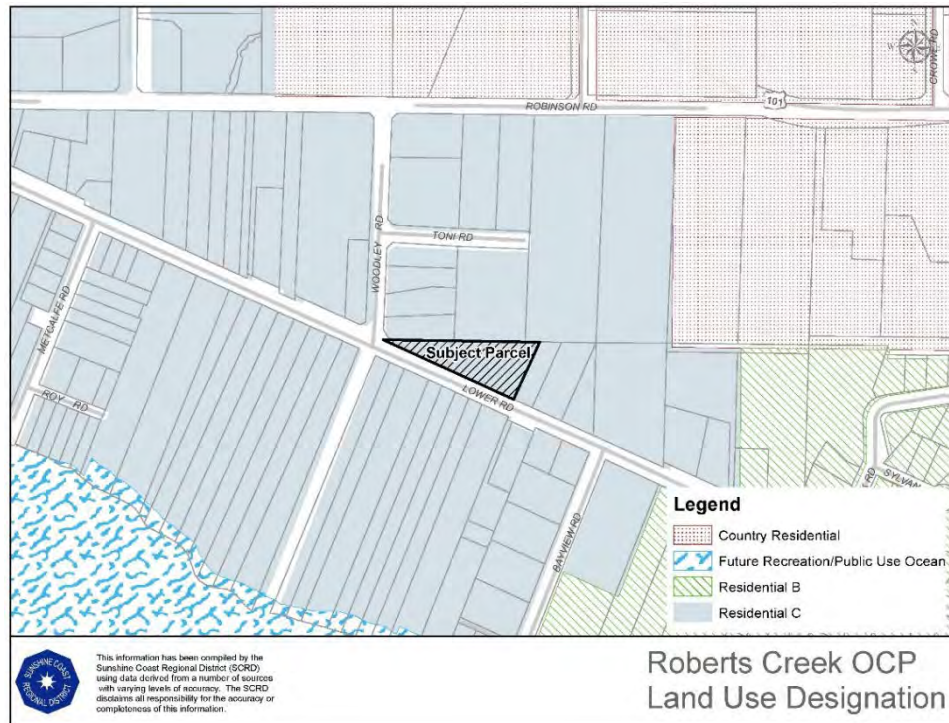
### Subdivision Layouts Proposed by Applicant

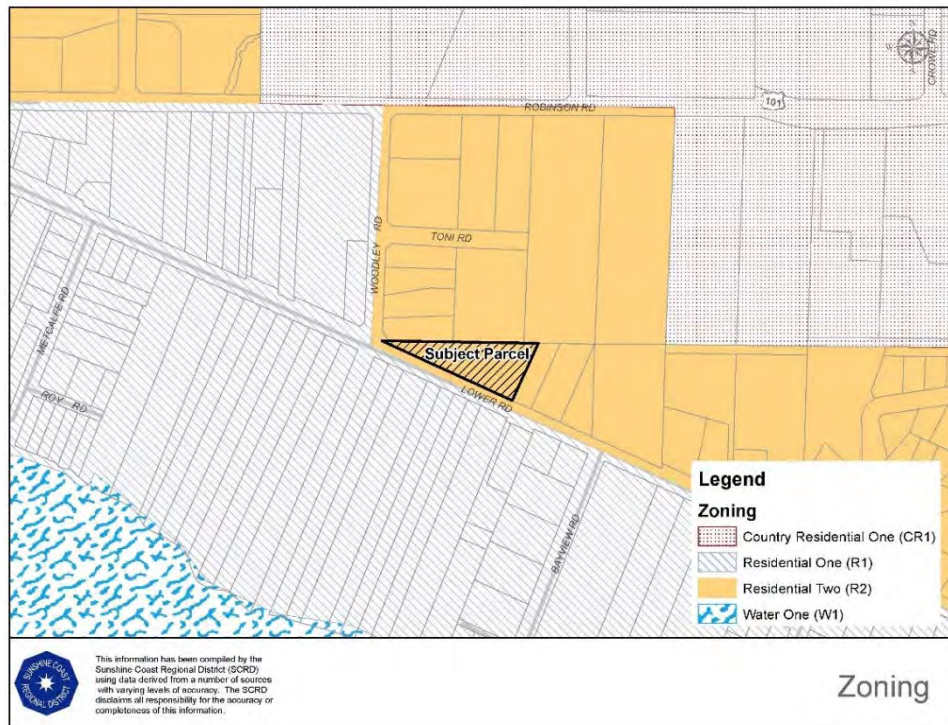




## ATTACHMENT B

### OCP and Zoning Designations







## ATTACHMENT C

### SUNSHINE COAST REGIONAL DISTRICT

#### BYLAW NO. 641.10

A bylaw to amend *Roberts Creek Official Community Plan Bylaw No. 641, 2011*.

---

The Board of Directors of the Sunshine Coast Regional District, in open meeting assembled, enacts as follows:

#### PART A – CITATION

1. *This bylaw may be cited as the Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018.*

#### PART B – AMENDMENT

2. *Roberts Creek Official Community Plan Bylaw No. 641, 2011 is hereby amended by changing the Land Use Designation of Lot 47, Except Part in Plan 14051, West Part of District Lot 1316, Plan 1804 from Residential C to Residential A as depicted on Appendix 'A' attached to and forming part of this bylaw.*

#### PART C – ADOPTION

READ A FIRST TIME this ##### DAY OF MONTH, YEAR

PURSUANT TO SECTION 475 OF THE LOCAL  
GOVERNMENT ACT CONSULTATION  
REQUIREMENTS CONSIDERED this ##### DAY OF MONTH, YEAR

READ A SECOND TIME this ##### DAY OF MONTH, YEAR

CONSIDERED IN CONJUNCTION WITH THE  
SUNSHINE COAST REGIONAL DISTRICT  
FINANCIAL PLAN AND ANY APPLICABLE  
WASTE MANAGEMENT PLANS PURSUANT TO  
THE LOCAL GOVERNMENT ACT this ##### DAY OF MONTH, YEAR

PUBLIC HEARING HELD PURSUANT TO THE  
LOCAL GOVERNMENT ACT this ##### DAY OF MONTH, YEAR

READ A THIRD TIME this ##### DAY OF MONTH, YEAR

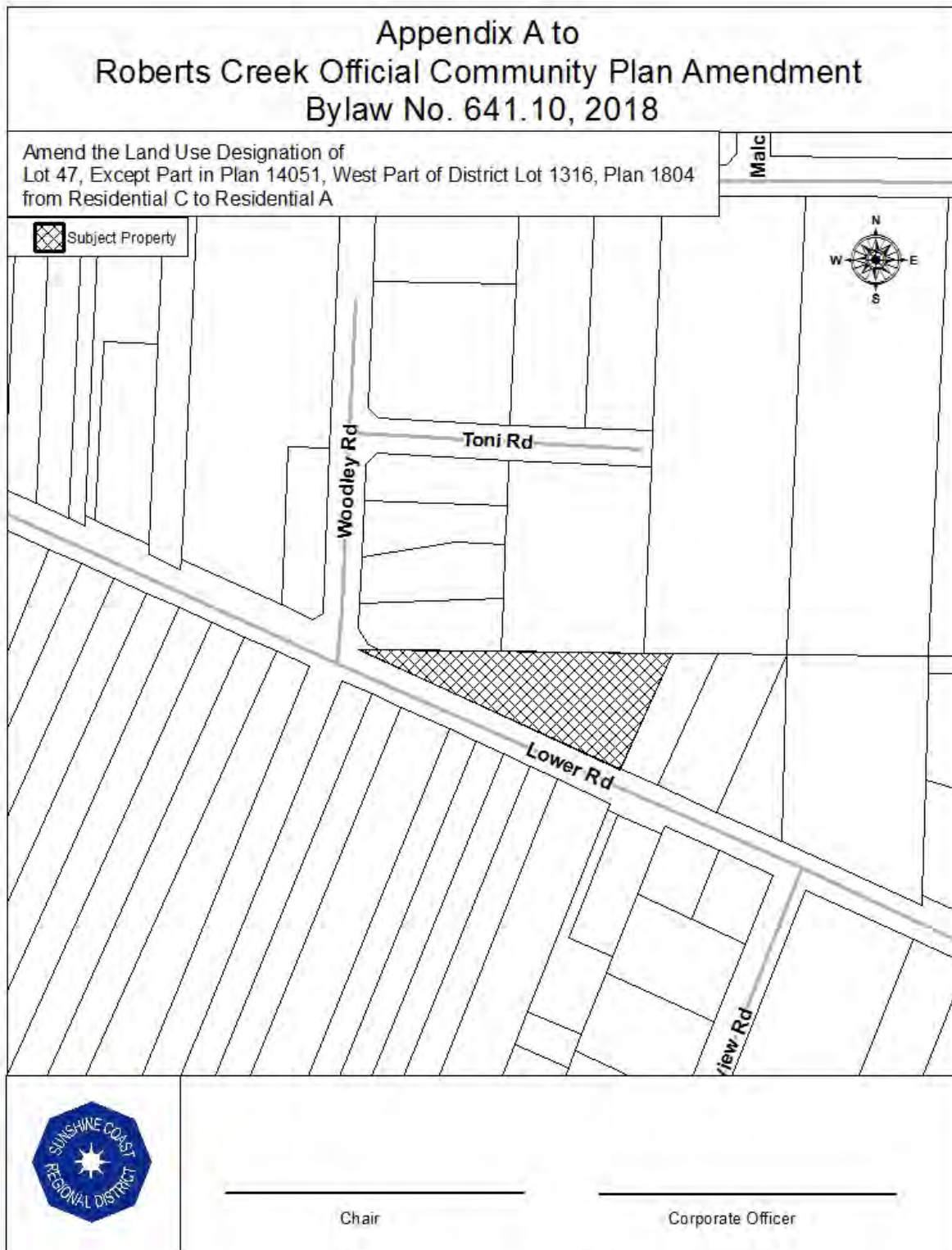
ADOPTED this ##### DAY OF MONTH, YEAR

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Corporate Officer

---

Chair



**SUNSHINE COAST REGIONAL DISTRICT  
BYLAW NO. 310.179**

A bylaw to amend *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987*.

---

The Board of Directors of the Sunshine Coast Regional District, in open meeting assembled, enacts as follows:

**PART A – CITATION**

1. This bylaw may be cited as the *Sunshine Coast Regional District Zoning Amendment No. 310.179, 2018*

**PART B – AMENDMENT**

2. *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987* is hereby amended by changing the Subdivision District of Lot 47, Except Part in Plan 14051, West Part of District Lot 1316, Plan 1804 from E to C, as depicted on Appendix 'A', attached to and forming part of this bylaw.

**PART C – ADOPTION**





READ A FIRST TIME this	####	DAY OF MONTH ,	YEAR
READ A SECOND TIME this	####	DAY OF MONTH ,	YEAR
PUBLIC HEARING HELD PURSUANT TO THE LOCAL GOVERNMENT ACT this	####	DAY OF MONTH ,	YEAR
READ A THIRD TIME this	####	DAY OF MONTH ,	YEAR
APPROVED PURSUANT TO SECTION 52 OF THE <i>TRANSPORTATION ACT</i> this	####	DAY OF MONTH ,	YEAR
ADOPTED this	####	DAY OF MONTH ,	YEAR

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Corporate Officer

---

Chair

<h2 style="margin: 0;">Appendix A to Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.179, 2018</h2>		
<p>Amend the Subdivision District of                      Lot 47, Except Part in Plan 14051, West Part of District Lot 1316, Plan 1804                      from E to C</p>		
<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">  Subject Property                 </div> 		
	<div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center; width: 45%;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p>Chair</p> </div> <div style="text-align: center; width: 45%;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p>Corporate Officer</p> </div> </div>	

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Planning and Community Development Committee – April 12, 2018

**AUTHOR:** Yuli Siao, Senior Planner

**SUBJECT:** Halfmoon Bay Official Community Plan Amendment Bylaw 675.6 and Zoning Amendment Bylaw 310.181 – Rockwater Development

---

### RECOMMENDATIONS

**THAT** the report titled Halfmoon Bay Official Community Plan Amendment Bylaw 675.6 and Zoning Amendment Bylaw 310.181 – Rockwater Development be received;

**AND THAT** Halfmoon Bay Official Community Plan Amendment Bylaw 675.6, 2018 and Zoning Amendment Bylaw No. 310.181, 2018 be forwarded to the Board for First Reading;

**AND THAT** Halfmoon Bay Official Community Plan Amendment Bylaw 675.6, 2018 and Zoning Amendment Bylaw No. 310.181, 2018 be referred to the Halfmoon Bay Advisory Planning Commission, Halfmoon Bay Volunteer Fire Department, shíshálh Nation, the Ministry of Transportation and Infrastructure and the Vancouver Coastal Health Authority for comment;

**AND FURTHER THAT** a Public Information Meeting be held with respect to Halfmoon Bay Official Community Plan Amendment Bylaw 675.6, 2018 and Zoning Amendment Bylaw No. 310.181, 2018.

---

### BACKGROUND

The SCRD received an Official Community Plan and Zoning Bylaw amendment application to facilitate a 48-unit residential apartment / hotel building near Ole's Cove in Halfmoon Bay (Attachment A – Development Concept Plans). Table 1 below provides a summary of the application.

*Table 1: Application Summary*

<b>Owner/Applicant:</b>	Still Point Properties Ltd.
<b>Legal Description:</b>	District Lot 4537 Group 1 New Westminster District, Except Portions in Plans 10783 and 17600
<b>PID:</b>	015-849-384
<b>Electoral Area:</b>	Area B
<b>Civic Address:</b>	5356 Ole's Cove Road
<b>Parcel Area:</b>	3 hectares (7.4 Acres)
<b>Existing Land Use Zone:</b>	C3 (Commercial Three)
<b>Existing OCP Land Use:</b>	Tourist Commercial
<b>Proposed Use:</b>	Residential Apartment / Hotel
<b>Proposed Land Use Zone:</b>	Comprehensive Development (CD4) for west portion (0.85 ha)



**Proposed OCP Land Use  
Designation:**

Tourist Commercial with site specific provision for west portion

*Site and Surrounding Uses*

The subject property, known as the Rockwater Resort (Figure 1), is located at Ole's Cove Road near Secret Cove. The property is a hooked parcel consisting of two parts. The west part (0.85 ha) currently has 11 small cabins, and the east part (2.2 ha) contains an administrative / amenity building with 16 guestrooms, 13 tent houses and a 4-bedroom house. A waste water treatment plant is located within the west part. The property is surrounded by rural residential parcels on the east, north and west sides, and the ocean to the south.

Figure 1 Aerial photo and location of subject parcel



### *Proposed Uses*

The proposed development is a three-to-four-storey building to replace the existing cabins on the west part. The building will house 48 units of apartments for residential and hotel accommodation uses. The configuration of the units is a mix of one bedroom plus den, two bedroom and two bedroom plus den. Common facilities include reception, meeting rooms and a gym / spa. Each unit will have access to hotel services provided by the resort. Landscaping, outdoor amenity areas and a parking lot are provided around the building.

## **DISCUSSION**

### *Halfmoon Bay Official Community Plan (OCP) Policies*

#### Tourist Commercial Designation

The Tourist Commercial designation applies to lands within Halfmoon Bay Community Hub areas that have tourist commercial uses, including marinas and tourist accommodation such as the Rockwater Resort. These facilities are an important part of the Halfmoon Bay community as they provide an economic and social benefit to the community and are frequented by residents and tourists.

The OCP states that existing facilities in community hub areas should remain in place and any expansion of existing facilities or establishment of new facilities will require careful consideration of the surrounding properties and the natural environment.

The proposed new building in the Rockwater Resort will expand tourist accommodation and introduce multi-family residential use in the form of apartment units to the property. As residential use is not permitted in the Tourist Commercial Designation, an OCP amendment is required. As the primary use for the entire property is still tourist accommodation, the proposed residential use can be accommodated by site specific exceptions to permit such use for the west part of the property under the Tourist Commercial Designation.

To ensure consideration is given to surrounding properties and the natural environment, the applicant provided detailed technical documents with respect to construction environmental management, site inventory, re-vegetation, geotechnical hazard assessment and sewage treatment system. These documents demonstrate that the development is technically feasible and can be integrated appropriately with the surrounding environment and rural character. Key aspects of the development will be discussed in the Development Considerations section.

#### Mixed Multi-family Designation

Multi-family residential buildings exist within the Community Hub areas of Secret Cove. The OCP recognizes the benefit of this type of use in providing diverse housing options for the community.

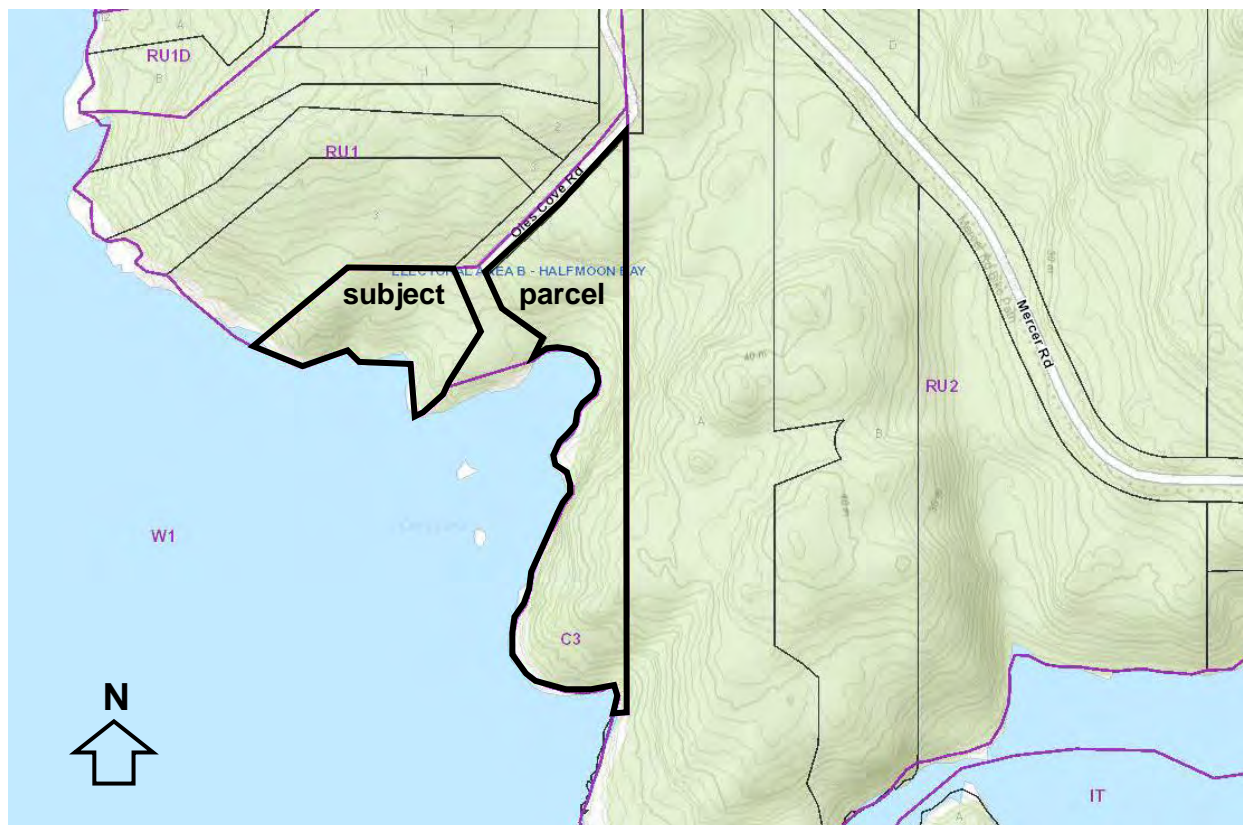
The proposed development is seeking to mix multi-family residential use with tourist accommodation use within one building. This is a business model that integrates the two uses yet offers flexibility to suit market demands so that the uses can be interchangeable and the duration of each use can vary from time to time.

The objectives of the OCP for mixed multi-family developments are to ensure that the development conforms to the Halfmoon Bay Liquid Waste Management Plan, respects the rural character, achieves higher efficiency, provides adequate open space and amenity, and has well designed architecture, site layout, landscaping, buffering and parking. These objectives can be implemented through a site specific Comprehensive Development Zone, as well as conditions for the adoption of the proposed amendment bylaws.

### *Zoning Bylaw No. 310 Requirements*

Within Zoning Bylaw No. 310, the subject property is zoned C3 (Commercial Three) (Figure 2).

Figure 2 Map showing zoning



The C3 Zone permits tourist accommodation and a range of commercial uses such as marina, restaurant, auxiliary retail and service, etc. Multi-family residential use is not permitted. Therefore a zoning amendment is required to facilitate the development proposal. As the proposal includes a mix of multi-family residential use with tourist accommodation and commercial uses, rezoning the west part of the property from C3 zone to a new Comprehensive Development Zone (CD4) tailored to the specific design of the building and site will be the most appropriate approach for this development. The following regulations for the CD4 Zone are recommended.

#### **Permitted Uses:**

- (a) Hotel or motel
- (b) Multi-family residential unit



**Number of Units:**

The total number of hotel or motel units and multi-family residential units combined shall not exceed 48.

**Maximum Building Heights:**

- (a) East wing: 18.5 m
- (b) West wing: 16 m
- (c) Atrium: 24.5 m

**Siting Requirements:**

Except as indicated on Schedule CD4 (Attachment B), no structure shall be sited within 5 m of a parcel line.

**Parcel Coverage:** maximum 27 %

**Parking spaces:** minimum 34

*Development Considerations*

Design Scheme

The proposed architectural design seeks to integrate the building with the site by shaping the building form to follow the natural contour and the coastline. The rooflines adopt an undulating form that mimics the waves of the ocean. To limit the overall building height, the west wing of the building consisting of three storeys is situated on the higher part of the terrain, while the east wing consisting of four stories is situated on the lower part of the site. The two wings are joined by a higher but slender central atrium which forms the focal point of the building.

Large outdoor decks at each end of the building provide common outdoor amenity space for the residents. The proposed landscape plan includes a board walk along the water front as well as walking paths connecting the building with other parts of the site and the parking area in a landscaped setting. These amenities are highly desirable and necessary for a higher density development like this.

The proposed building and landscape design as illustrated in Attachment A conveys high aesthetic value as well as respect for the scenic environment and consideration for the amenity of residents and visitors alike. The final design of the building and landscape should generally conform to such a design scheme. This is important for meeting the objectives of the OCP for this higher density mixed use development, and it can be secured by a building / landscape scheme for the development.

Infrastructure and Utility

*Infrastructure Improvement*

Regional water is available for the proposed development. The subject property is identified in the Mercer Road Cost Recovery Unit Fee Area (SCRD Bylaw No. 422, Schedule “C”) and is subject to a per unit fee to cover costs associated with the SCRD funded construction of the

watermain on Mercer Road. The fee rate in 2018 is \$4590.70 per dwelling unit. Based on the proposed 48 residential units, the applicable unit fee would be \$220,353.60.

As per the Local Government Act and the SCRD Bylaw No. 693, the proposed development is subject to a Development Cost Charge (DCC). The DCC will be calculated based on the Gross Floor Areas of the commercial and residential portions of the development. SCRD Utilities Division Staff will calculate DCC fees upon submission of detailed building plans.

The existing watermain on Ole's Cove Road will need to be extended to service the proposed development. The new watermain will need to be designed and constructed as per SCRD Subdivision Standards Bylaw No. 320.

### *Water System Requirements*

Requirements of SCRD Water Rates and Regulations Bylaw No. 422 must be complied with, particularly the following sections:

- Rain sensors on irrigation systems  
21.3 - A rain sensor must be installed as part of any irrigation system regardless of whether it is a new installation or existing system.
- Toilet and fixture efficiency  
8.1 - After July 2, 2002, all water closets (toilets) installed in any building supplied by a Regional District water system shall be of a design that uses no more than 7 litres per flush, including dual flush technology, without the aid of any add-on or retrofit devices.  
8.2 - All water closets must comply with CSA standards as per the BC Building Code (CSA B45.1) and be marked with LC, 6LPF, LC/6 LPF (as stated in the BC Water Conservation Plumbing Regulation).

### *Water Conservation*

In addition to the above requirements, the SCRD expects the use of water conservation measures, including high efficiency appliances, xeriscaping and rainwater harvesting for irrigation. The following comments are offered:

If irrigation is included:

- Rain water harvesting cistern system to use non-treated water for irrigation would be recommended.
- SCRD's Drought Management Plan restrictions must be respected. The Plan has specifications on rate of flow and pressure for micro drip irrigation systems, which are exempt from some restrictions.

If rainwater harvesting is undertaken, deploy:

- Graywater plumbing to make indoor use of graywater possible now or in the future.
- Rainwater harvesting cistern of sufficient size that can meet irrigation needs for 60 or more days without precipitation.

The above water conservation measures can be incorporated into a covenant as a condition for the adoption of the proposed bylaws.

### Sewage Treatment

The applicant has provided a letter from a professional engineering indicating that the proposed development will not exceed the permitted maximum daily discharge, and there is no concern with achieving the required effluent quality with suitable upgrades to the existing waste water treatment plant on site.

### Solid Waste Management

The following solid waste management practices are required to be adopted for this development. Such practice can be implemented through a covenant as a condition for the adoption of the amendment bylaws.

#### Facility Design

The refuse room should have adequate storage for containers for separating garbage, recycling and organics, and should be accessible to building occupants and collection service providers.

#### During Construction

Should the proposed work generate any residual materials, the applicant is required to review the materials accepted at the Sechelt Landfill and sort accordingly to maximize diversion.

### Geotechnical Assessment

The applicant has provided a geotechnical assessment which indicates that the land is considered safe for the proposed building.

### Development Permit

Parts of the area proposed for development are within Development Permit Areas 1A – Coastal Flooding and 1B – Coastal Slopes. Development permits to address requirements of those Development Permit Areas will be required. Specific waterfront setback will be determined through these permits to ensure safety of the building.

### Heritage Conservation Act

In order to meet the requirements of the Heritage Conservation Act regarding potential archeological sites the applicant has begun early and on-going consultation with the *shíshálh* Nation. This application will also be referred to the *shíshálh* Nation by the SCRD in accordance with the Protocol Agreement on Heritage.

### *Organization and Intergovernmental Implications*

This application will be referred to the Halfmoon Bay Advisory Planning Commission, Halfmoon Bay Volunteer Fire Department, *shíshálh* Nation, Ministry of Transportation and Infrastructure, and Vancouver Coastal Health Authority for comment.

### *Timeline for next steps*

A public information meeting will be organized and consultation with agencies and First Nations will occur.

Comments received from the consultation process and public information meeting will be incorporated into another staff report to the Planning and Community Development Committee with recommendations for Second Reading of the bylaws and a public hearing to be arranged. After the public hearing conditions of final approval can be presented to the SCRD Board. At that time the Board can decide if it wishes to proceed with adoption of the zoning amendment.

### *Communication Strategy*

Information on this application will be posted on the SCRD website. The public information meeting will be advertised in the local newspaper and notices will be sent to property owners within 100 metres of the site.

## **STRATEGIC PLAN AND RELATED POLICIES**

The following SCRD Strategic Plan objectives and success indicators relate to the subject of this report:

- Incorporate land use planning and policies to support local economic development.
- Create and use an “environmental lens” for planning, policy development, service delivery and monitoring.

## **CONCLUSION**

The proposed OCP and zoning amendments will facilitate the proposed expansion of the Rockwater Resort providing a mix of residential use and tourist accommodation. The proposal would offer an opportunity to enhance tourism on the Sunshine Coast and benefit the community by strengthening the mix of commercial and multi-family residential uses in the Secret Cove Community Hub Area. To ensure quality and compatibility of the development, regulatory, design and technical requirements will be implemented through a site specific comprehensive development zone as well as development permits and conditions prior to adoption of the proposed bylaws.

Staff recommend that the bylaws be presented to the Board for First Reading and referred to agencies for comment, and a public information meeting be held.

*Attachments*

Attachment A – Development Concept Plans

Attachment B – Zoning Amendment Bylaw for First Reading

Attachment C – Official Community Plan Amendment Bylaw for First Reading

Reviewed by:			
Manager	X – A. Allen	Finance	
GM	X – I. Hall	Legislative	
CAO	X – J. Loveys	Utilities	X – S. Walkey
		Solid Waste	X – R. Cooper

Attachment A

Development Concept Plans



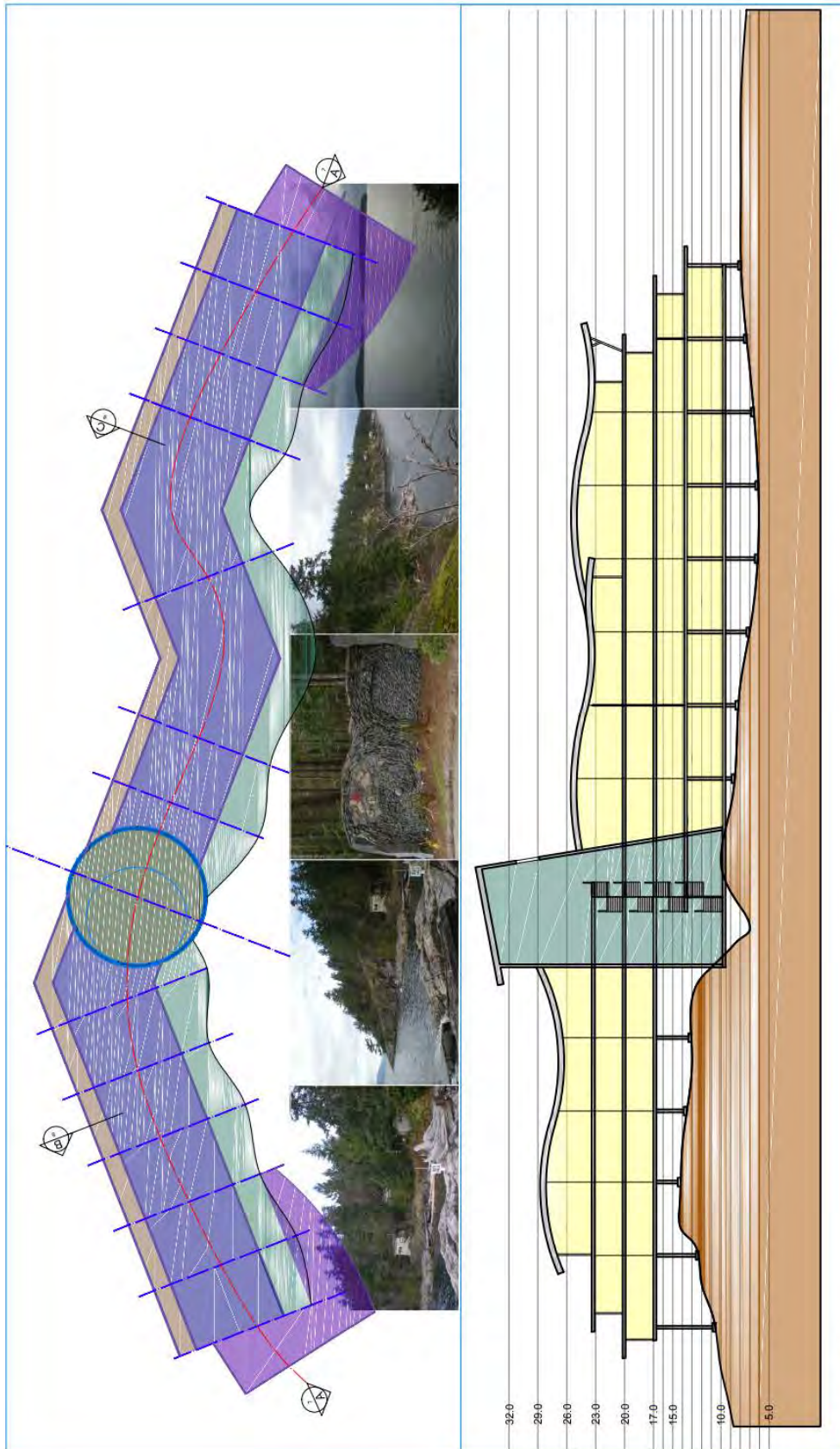
6

Site Concept

Rockwater Redevelopment Concept







SECTION A



JUNE 30 2017

SCALE: 1/32" EQ. 1"

Rockwater Redevelopment Concept

Section A

7

**Attachment B            Zoning Amendment Bylaw for First Reading**

**SUNSHINE COAST REGIONAL DISTRICT**

**BYLAW NO. 310.181**

*A bylaw to amend the Sunshine Coast Regional District Zoning Bylaw No. 310, 1987*

---

The Board of Directors of the Sunshine Coast Regional District, in open meeting assembled, enacts as follows:

**PART A – CITATION**

1. This bylaw may be cited as the *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.181, 2018*.

**PART B – AMENDMENT**

2. Schedule A of Zoning Bylaw No. 310, 1987 is hereby amended by rezoning the west portion of District Lot 4537 Group 1 New Westminster District, Except Portions in Plans 10783 and 17600 from C3 (Commercial Three) to CD4 (Comprehensive Development Four), as depicted on Appendix A, attached to and forming part of this bylaw.
3. *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987* is hereby amended as follows:

Insert the following section immediately following Section 732:

**733 CD4 (Comprehensive Development Four)**

On a parcel in the CD4 Zone,

**Permitted Uses**

733.1 Except as permitted in Part V of this Bylaw, the following uses are permitted:

- (c) hotel or motel
- (d) multi-family residential unit

**Number of Units**

733.2 The total number of hotel or model units and multi-family residential units combined shall not exceed 48.

**Building Heights**

733.3 In accordance with Schedule CD4-2, the maximum building height shall be:

- (a) east wing: 18.5 m
- (b) west wing: 16 m



(c) atrium: 24.5 m

#### **Siting Requirements**

733.4 Except as indicated on Schedule CD4-1, no structure shall be sited within 5 m of a parcel line.

#### **Parcel Coverage**

733.5 The coverage of all buildings and structures within the CD4 Zone shall not exceed 27%.

#### **Parking spaces**

733.6 The minimum number of parking spaces within the CD4 Zone shall be 34.

4. The “Schedules” section of Zoning Bylaw No. 310, 1987 is hereby amended by inserting “Schedule CD4-1” and “Schedule CD4-2” immediately following “Schedule E”, as depicted on Appendices B and C respectively, attached to and forming part of this bylaw.

### **PART C – ADOPTION**

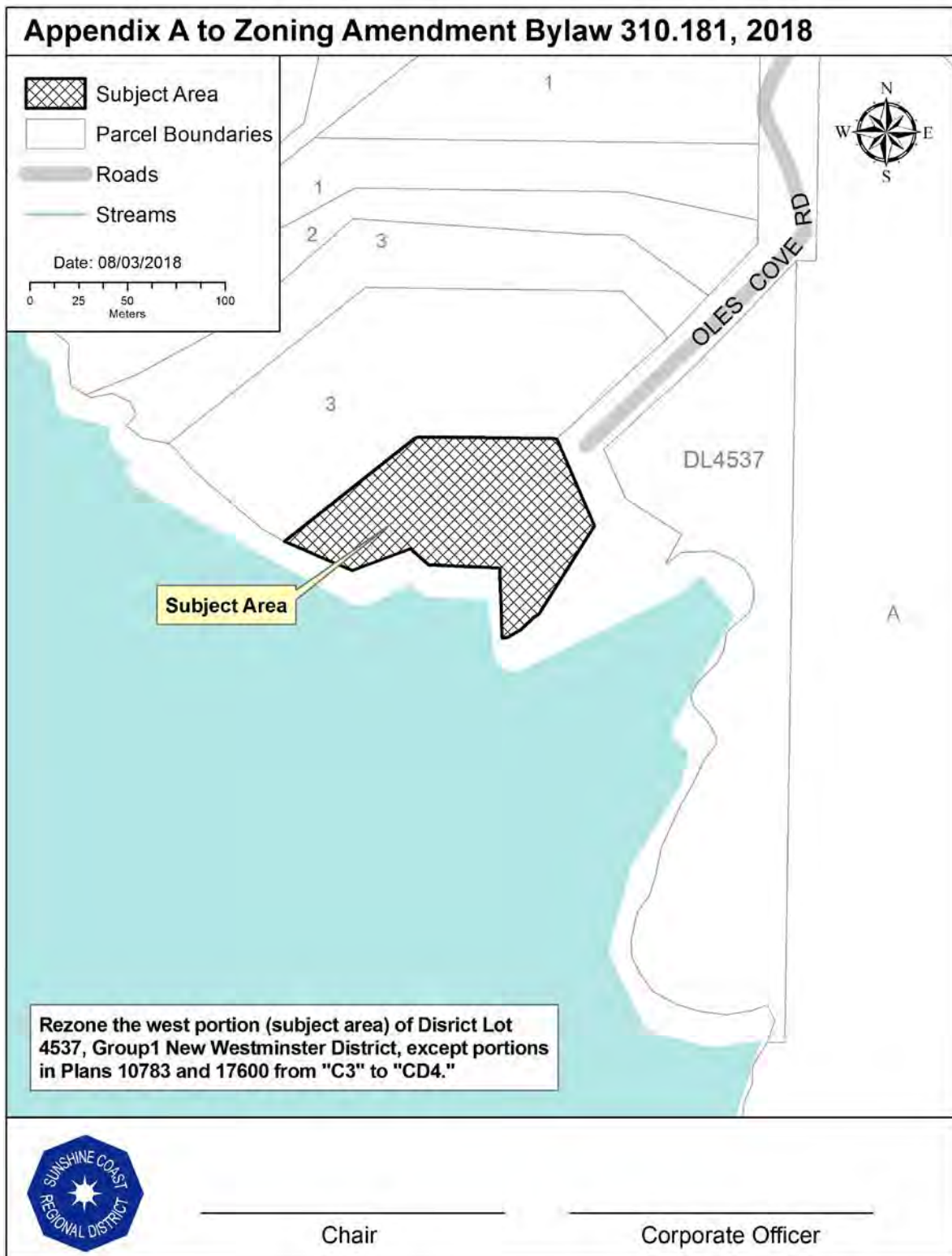
READ A FIRST TIME this	DAY OF	MONTH	YEAR
READ A SECOND TIME this	DAY OF	MONTH	YEAR
PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	DAY OF	MONTH	YEAR
READ A THIRD TIME this	DAY OF	MONTH	YEAR
ADOPTED this	DAY OF	MONTH	YEAR

---

Corporate Officer

---

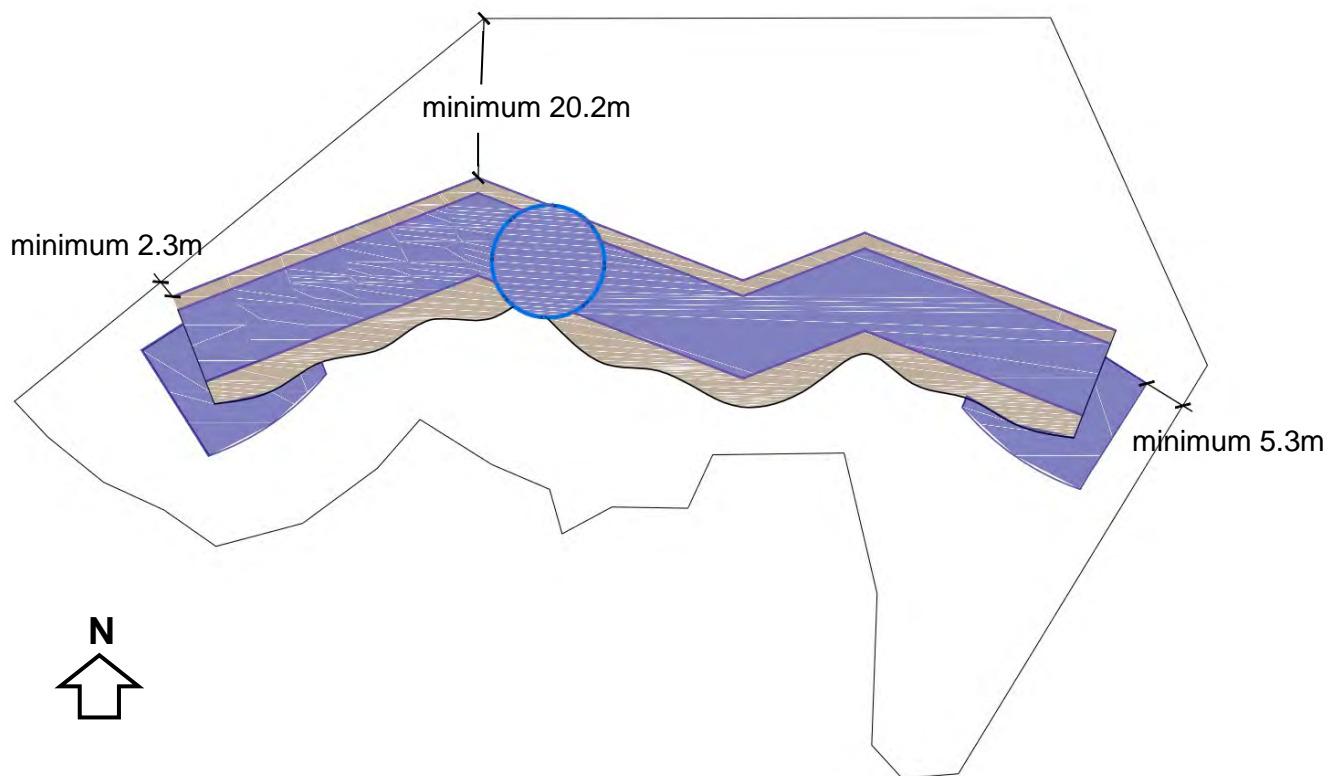
Chair



## Appendix B to Zoning Amendment Bylaw 310.181, 2018

### Schedule CD4-1

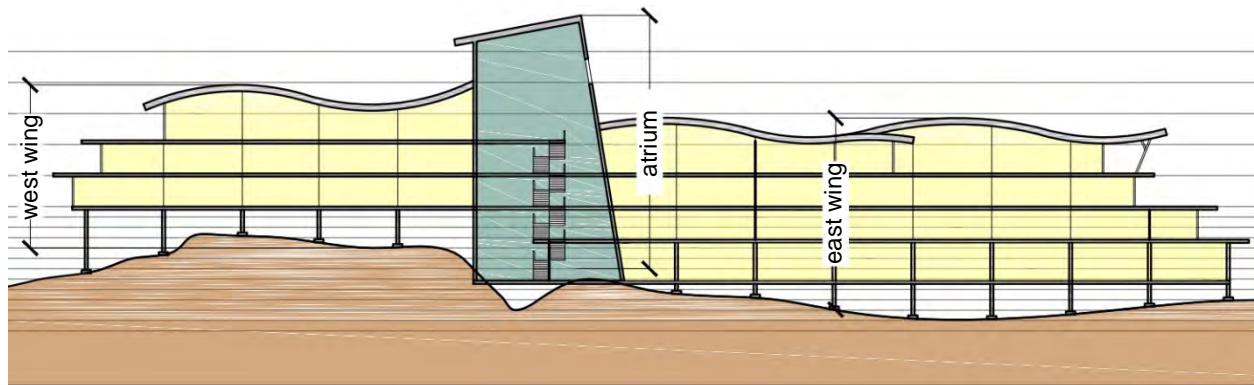
#### Specific Setback Requirements



## Appendix C to Zoning Amendment Bylaw 310.181, 2018

### Schedule CD4-2

#### Building Heights





PUBLIC HEARING HELD PURSUANT TO  
THE *LOCAL GOVERNMENT ACT* this

DAY OF      MONTH      YEAR

READ A THIRD TIME this

DAY OF      MONTH      YEAR

ADOPTED this

DAY OF      MONTH      YEAR

---

Corporate Officer

---

Chair

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

---

**TO:** Planning and Community Development Committee – April 12, 2018

**AUTHOR:** Kasha Janota-Bzowska, Planning Technician

**SUBJECT:** **DEVELOPMENT VARIANCE PERMIT APPLICATION DVP00030 (FRAYNE AND MERRINGTON) – AREA A**

---

### RECOMMENDATIONS

**THAT** the report titled Development Variance Permit Application DVP00030 (Frayne and Merrington) – Area A be received;

**AND THAT** Development Variance Permit Application DVP00030 to vary the front parcel line setback from 5.0 metres to 0 metres, and the side lot parcel line from 1.5 metres to 0 metres, as per section 611.4(a) and (c) of Zoning Bylaw 337, 1991 be issued subject to: following conditions:

1. Removal of the portion of their covered porch roof that encroaches onto the neighbouring property by 0.07 metres.
  2. Submission of a letter from a Professional Engineer stating that the proposed garage/studio is safe to build in the proposed area.
  3. The covered porch area being built in accordance with regulations that the SCRD Building Department has specified:
    - a. Non-combustible siding
    - b. No glazed openings
    - c. 45 minute burn rating on inside of new wall.
  4. Completion of an archaeological Preliminary Field Reconnaissance (PFR) prior to ground disturbance as requested by the shishálh Nation.
- 

### BACKGROUND

SCRD has received a Development Variance Permit application for a property located at 13219 Pool Road, Pender Harbour (Figure 1). The variance request is to reduce the front lot parcel line and side lot parcel line setbacks to allow for an extension to be built on the existing dwelling and construction of a new garage/studio on the south east side of the property.

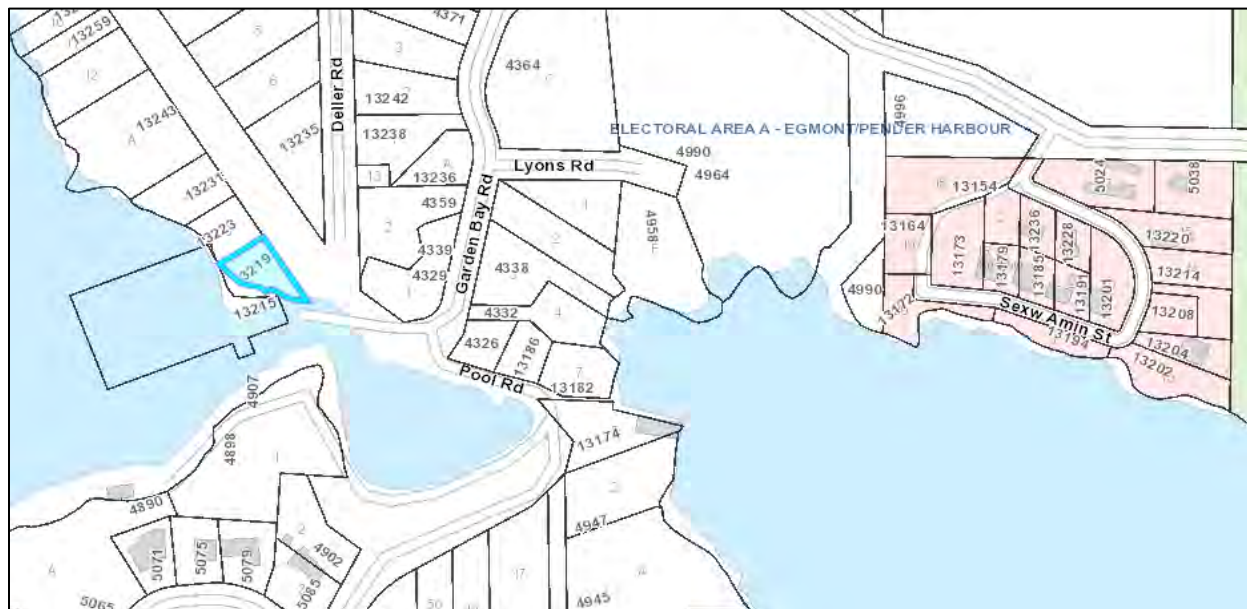


Figure 1 – Location Map

The subdivision dates back to 1913. The dwelling was constructed before the SCRD was established and projects over both the front and side lot property lines (Attachment B)

The current property owners acquired the property in 2007. Due to the age of the building, it does not conform to the current setback requirements within Zoning Bylaw 337.

A Development Variance Permit application was received by the SCRD Planning Department in January of 2018. The applicants have requested to reduce the front lot parcel setback from 5 metres to 0 metres, and reduce the side lot parcel setback from 1.5 metres to 0 metres.

Below is a summary of the application.

Owner / Applicant:	Alister Frayne and Nichola Merrington
Civic Address:	13219 Pool Road
Legal Description:	Lot 7 Block 8 District Lot 1397 Plan 4479
Electoral Area:	A – Egmont/Pender Harbour
Parcel Area:	754.09 sq. m
OCP Land Use:	Residential
Land Use Zone:	R-2
Application Intent:	To allow for renovations and an extension to be done on their non-conforming house, as well as to construct a new separate garage/studio on the property.

Table 1 - Application Summary

The purpose of this report is to provide information on the application and obtain direction from the Planning and Community Development Committee on moving forward.



## DISCUSSION

### *Zoning Bylaw 337*

The property is zoned R2 (Single and Two Family Residential), which allows one single family dwelling and a bed and breakfast home. The maximum permitted parcel coverage is 35%. On a property of this size the dwelling density is restricted to one per parcel.

Section 611.4 of Bylaw 337 states that no structure shall be located within 5 metres of a front lot parcel line and 1.5 metres of a side lot parcel line. The property owner has requested to have both the 5.0 metre setback and 1.5 metre setback varied to 0 metres.

### *Egmont/Pender Harbour Official Community Plan*

Section 1.4 of the Egmont/Pender Harbour OCP Community Vision and Goals, it states the goal “to recognize and preserve the area’s historical, heritage and archaeological sites”.

The house was originally built in the 1940s. It was the medical attendant’s residence as part of the original St. Mary’s Hospital, which operated in Pender Harbour before moving to Sechelt.

The original Hospital and Chapel have since been converted into a hospitality business (The Sundowner Inn), and the medical attendant’s residence is located on a separate parcel of land.

### *Consultation*

The development variance permit application has been referred to the following agencies, departments and parties for comments.

Referral	Comments
SCRD Building Division	The Building Division specified that the Variance applicants must build the proposed extension in accordance with three things:  <ol style="list-style-type: none"><li>1. Non-combustible siding.</li><li>2. No glazed openings.</li><li>3. 45 minute burn rating on inside of new wall.</li></ol>
shíshálh Nation	shíshálh Nation responded to the referral with a request that the applicant complete an archaeological Preliminary Field Reconnaissance (PFR) prior to ground disturbance.

Pender Harbour Volunteer Fire Department	Referral sent on February 7, 2018. No comments have been received at this time.
Egmont/Pender Harbour Advisory Planning Commission	The Egmont/Pender Harbour APC met on February 28, 2018.  The APC recommended approval of Variance application DVP00030.
Neighbouring Property Owners/Occupiers	Notifications were distributed to owners and occupiers on February 8, 2018.

Planning Staff have notified neighbours within a fifty (50) metre radius of the subject property, as per the Planning and Department Fees and Procedures Bylaw 522 and Section 499 of the *Local Government Act*.

#### *Heritage Conservation Act*

In order to meet the requirements of the Heritage Conservation Act regarding potential archeological sites the applicant has begun early and on-going consultation with the shíshálh Nation. This application was referred to the shíshálh Nation by the SCRD in accordance with the Protocol Agreement on Heritage. The Nation has requested a preliminary field reconnaissance prior to ground disturbance.

#### *Analysis*

The property owners have expressed their interest in continuing to provide the area with this piece of local history, rather than demolishing the building and constructing a new one, which then could adhere to SCRD setbacks (Attachment C).

Planning staff confirmed the building's history with the Sunshine Coast Museum and Archives.

The dwelling currently encroaches onto the neighbouring property by 0.07 metres. The applicants have agreed to remove the portion of the building that is currently encroaching.

The applicants are also complying with the SCRD's request to have a Professional Engineer supply a letter stating that the proposed garage/studio is safe to build on in the proposed area.

Fire safety and spatial separation between the applicant's home and the neighbouring property is a concern as the existing covered porch and neighbouring garage are in close proximity of each other, and the applicants have expressed intention of enclosing the covered porch area.

The Ministry of Transportation and Infrastructure have issued two permits to the applicants. The first permit is to allow for the 0.70 metre encroachment onto the Ministry's road right-of-way, and the second permit is to vary the front parcel line setback contiguous of a provincial highway from 4.5 metres to 0 metres. A Development Variance from the SCRD is still required.

### *Options*

Possible options to consider:

**Option 1: Issue the permit.**

This would allow for the front lot parcel line setback to be varied from 5 metres to 0 metres, and the side lot parcel line setback varied from 1.5 metres to 0 metres.

The building was constructed prior to the current subdivision and road allowance.

Staff recommend this option, subject to following conditions:

1. The applicants remove the portion of their covered porch roof that encroaches onto the neighbouring property by 0.07 metres.
2. The applicants submit a letter from a Professional Engineer stating that the proposed garage/studio is safe to build in the proposed area.
3. The applicants agree to the covered porch area being built in accordance with regulations that the SCRD Building Department has specified:
  - d. Non-combustible siding.
  - e. No glazed openings.
  - f. 45 minute burn rating on inside of new wall.
4. The applicants complete the archaeological Preliminary Field Reconnaissance (PFR) prior to ground disturbance as requested by the shíshálh Nation.

**Option 2: Deny the permit.**

The applicants would not be granted a variance for the front parcel line setback and the side lot parcel line setback.

This could result in the applicants choosing to demolish the existing building in order for applicants to meet the SCRD setback requirements within Zoning Bylaw 337.

### **STRATEGIC PLAN AND RELATED POLICIES**

N/A

### **CONCLUSION**

SCRD has received a Development Variance Permit application to vary the front lot parcel line setback from 5 metres to 0 metres, and the side lot parcel line setback from 1.5 metres to 0 metres as per section 611.4(a) and (c) of Zoning Bylaw 337 to allow for an extension of the existing house and to build a new garage/studio on the property.

The house was originally built in the 1940s. It was the medical attendant's residence as part of the original St. Mary's Hospital, which operated in Pender Harbour before moving to Sechart.

The applicants have expressed their personal interest in continuing to provide the area with this piece of local history, through renovating the existing building rather than tearing it all down.

Planning staff support this development variance application.

*Attachments*

Attachment A – Photographs of Subject Property

Attachment B – Subject Property Site Survey

Attachment C – Application Cover Letter

Reviewed by:			
Manager	X – A. Allen	Finance	
GM	X - I. Hall	Legislative	
CAO	X – J. Loveys	Other	

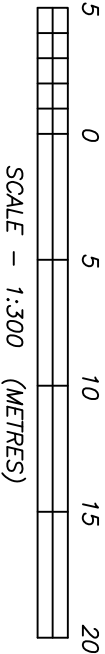
**Attachment A**







SITE PLAN OF PART OF LOT 7, BLOCK 8,  
DISTRICT LOT 1397, PLAN 4479.



NOTE:

- DENOTES A STANDARD IRON POST FOUND.
- FIR 40 DENOTES TREE, SPECIES AND SIZE (Ø, CM) LISTED
- ENCR. DENOTES ENCROACHMENT

ALL DISTANCES ARE IN METRES.

DIMENSIONS OF THE LOT ARE FROM FIELD TIES TO SURVEY MONUMENTS AND FROM PLAN LMP24715.

THIS PLAN IS FOR PRELIMINARY DESIGN PURPOSES ONLY. FINAL BUILDING LOCATIONS MUST BE VERIFIED IN THE FIELD PRIOR TO CONSTRUCTION.

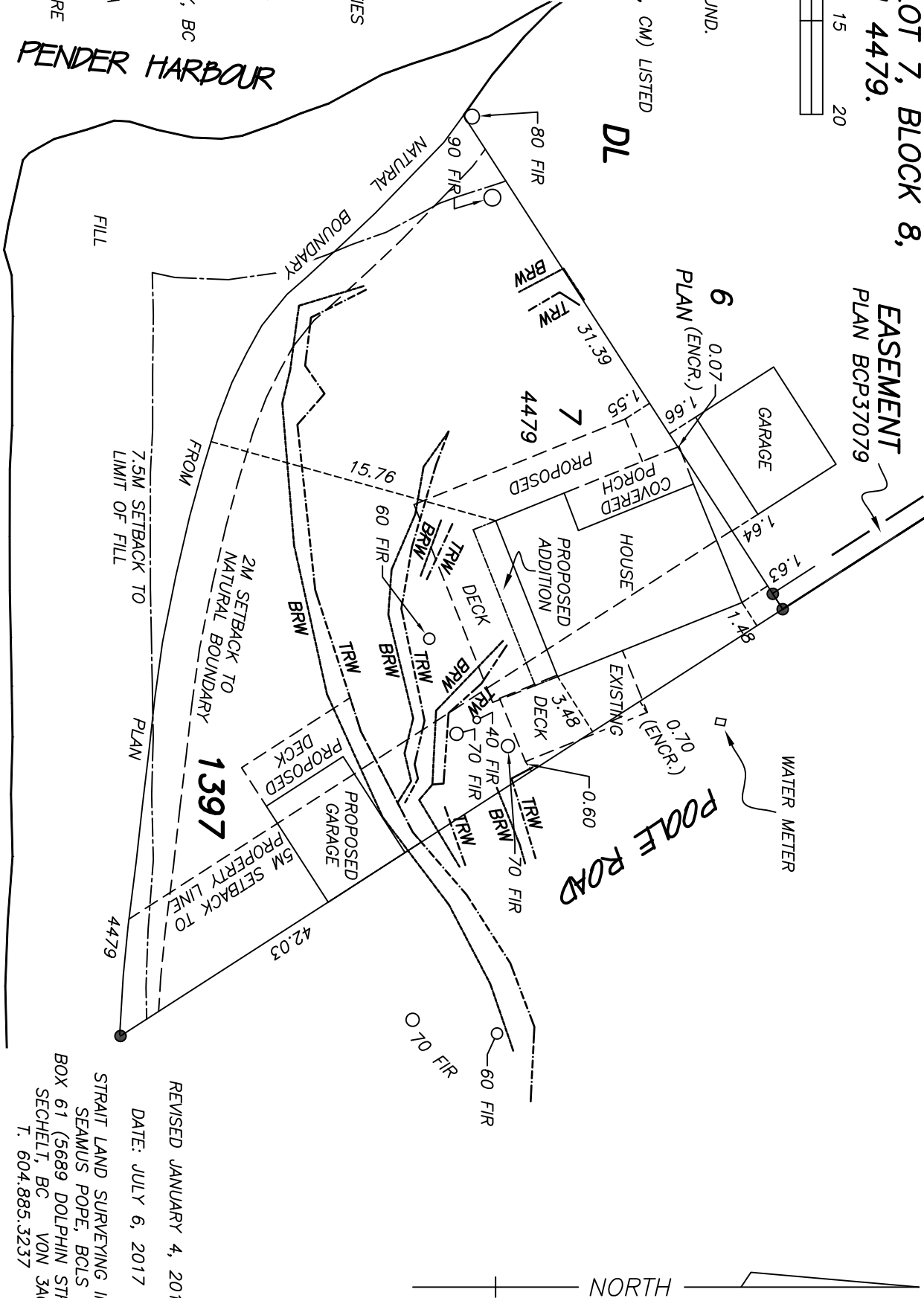
LOCATION: 13219 POOLE ROAD, GARDEN BAY, BC

PID: 011-544-619

THIS PLAN WAS PREPARED FOR GREEN VISTA CONTRACTING INC.

THE REGISTERED OWNERS OF THE PARCEL ARE ALISTER FRAYNE & NICHOLA MERRINGTON.

COPYRIGHT 2017.





**Alister & Nichola Frayne & family**

-----  
**8025 GLOVER RD, LANGLEY, BC, V1M 3S3,**

Dear Sirs,

Re: Development Variance, 13219 Poor Rd, Hospital Bay.

We are the owners of the cottage on the bluff adjoining the old St. Mary's Hospital in Hospital Bay. This cottage was used as a residence for the attending physician at the hospital from the 1940's. The cottage was owned by the late Dr. Walter Burtnick prior to our acquiring it in 2007.

At some point prior to that a road was constructed, and the property subdivided into three lots. The road and subdivision boundaries were drawn *after* the cabin was constructed and positioned on the original site.

We are requesting this variance as the cottage *predates* the road and subdivision boundary.

In addition, the cottage has unique heritage value, both historically, and in respect of its architectural alignment with the adjoining St. Mary's Chapel and hospital. While demolition and new construction is an option, our family's desire is to preserve the cottage for posterity.

We have considered various alternatives. Raising and moving the building would be difficult and expensive, and, given its age, would likely result in irreparable damage to the cottage. Expanding upwards into the attic would require structural and engineering changes and may alter the heritage features noticeably.

We prefer to make a few minor changes which would be congruent with the heritage style, and to construct a smaller outbuilding to give us additional storage. These changes will match the cottage theme, and that of the nearby historical buildings.

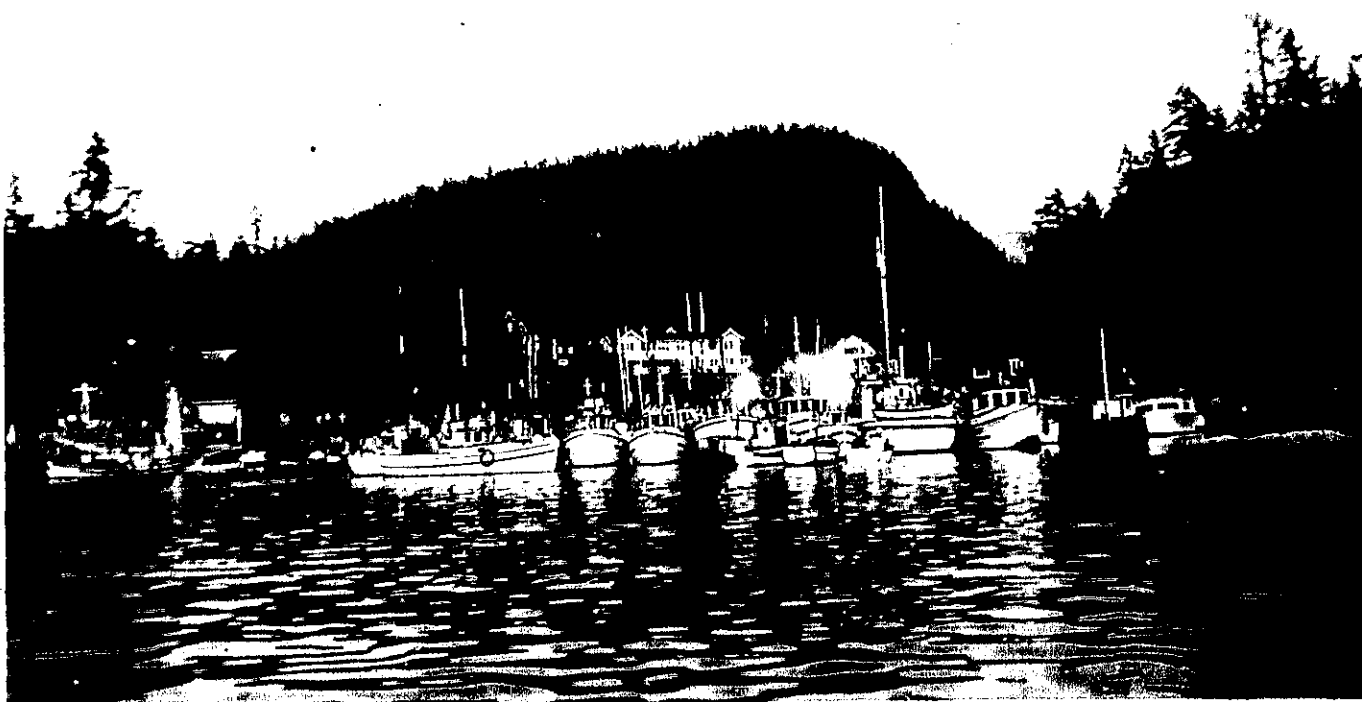
Approving this variance will allow us to preserve and save this heritage cottage.

Our wish is that this prominent landmark will continue to serve as a visible memorial of a unique period in the local coastal history!

Yours truly,

Alister F. Frayne and Nichola M. Merrington







The road to Garden Bay ended on a sturdy dock, and all around us was water. When we looked back, there was the hospital—but where was Pender Harbour?



## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

**TO:** Planning and Community Development Committee – April 12, 2018

**AUTHOR:** Kasha Janota-Bzowska, Planning Technician

**SUBJECT:** DEVELOPMENT VARIANCE PERMIT APPLICATION DVP00031 (KVAAS) – AREA B

### RECOMMENDATIONS

**THAT** the report titled Development Variance Permit Application DVP00031 (Kvaas) – Area B be received;

**AND THAT** Development Variance Permit Application DVP00031 to vary the side lot setback contiguous to a highway from 4.5 metres to 1.5 metres, as per section 611.6(3) of Zoning Bylaw 310, 1987 be issued subject to:

1. Consideration of comments received from shíshálh Nation within 60 day referral period.

### BACKGROUND

SCRD has received a Development Variance Permit application for a property located at 7835 Redroofs Road, Halfmoon Bay (Figure 1). The variance request is to reduce the side parcel line setback contiguous to a highway to allow for a single family dwelling to be built on the property.



Figure 1 – Location of subject property

The current property owners acquired the land in 2015. The particular location of this parcel of land is unique in that it borders both Redrooffs Road and the Cliff Road cul-de-sac.

The property owners were issued a Development Permit by the SCRD in August of 2016 (Figure 2).

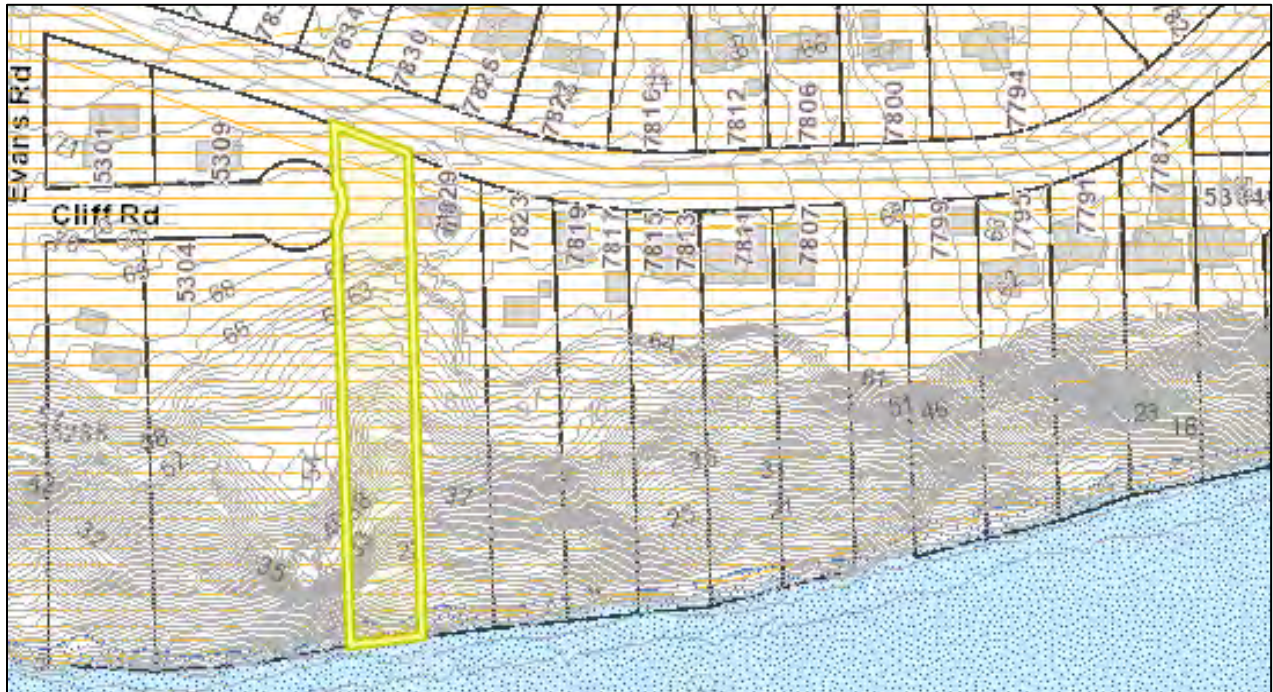


Figure 2 – Site Elevation and DPA Area #1B – Coastal Slopes

The applicants have requested to reduce the exterior-side lot parcel line setback from 4.5 metres to 1.5 metres, as it is contiguous to a highway (Cliff Road cul-de-sac).

Below is a summary of the application.

Owner / Applicant:	Tony and Anita Kvaas
Civic Address:	7835 Redrooffs Road
Legal Description:	Lot 7 Block A District Lot 1325 Plan 13771
Electoral Area:	B – Halfmoon Bay
Parcel Area:	4119.6 sq. m
OCP Land Use:	Residential
Land Use Zone:	R-2
Application Intent:	To build a new single family dwelling on the property.

Table 1 - Application Summary

The purpose of this report is to provide information on the application and obtain direction from the Planning and Community Development Committee on moving forward.

## **DISCUSSION**

### *Zoning Bylaw 310*

The property is zoned R2 (Residential Two). On a parcel size which exceeds 3500 sq. m., the permitted uses include: two single family dwellings, home occupation, bed and breakfast home, keeping of livestock, horticultural product sales, and one auxiliary unit or one half duplex unit.

Section 611.6(3) of Bylaw 310 states that no structure shall be located within 4.5 metres where the side parcel line is contiguous to a highway. The property owners have requested to have the 4.5 metre setback contiguous of a highway varied to 1.5 metres.

### *Consultation*

<b>Referral</b>	<b>Comment</b>
SCRD Building Division	The Building Division has no objections to this Variance application.
SCRD Infrastructure Department	The Infrastructure Department has no objections to this Variance application.
<i>shíshálh</i> Nation	Referral sent on February 20, 2018. No comments have been received at this time.
Ministry of Transportation and Infrastructure	A setback relief permit was issued on February 20, 2018
Halfmoon Bay Advisory Planning Commission	The Halfmoon Bay APC met on March 27, 2018.  The APC supports SCRD recommendation Option 1 to issue the permit.
Neighbouring Property Owners/Occupiers	Notifications were hand delivered to neighbouring properties on March 5, 2018

Planning Staff have notified neighbours within a fifty (50) metre radius of the subject property, as per the Planning and Development Fees and Procedures Bylaw 522 and Section 449 of the *Local Government Act*.

### *Heritage Conservation Act*

In order to meet the requirements of the Heritage Conservation Act regarding potential archeological sites the applicant has begun early and on-going consultation with the shíshálh Nation. This application will also be referred to the shíshálh Nation by the SCRD in accordance with the Protocol Agreement on Heritage.

### *Analysis*

In the geotechnical hazard assessment completed by Western Geotechnical Consultants Ltd., it was recommended that the property owner avoid any reasonably conceivable instability event and that a 20 metre setback north of the existing escarpment is required for all permanently habitable residential structures to be developed on the subject property for safety measures.

The property owners are challenged to construct a new dwelling and garage in a constrained space between a 20 metre escarpment setback and a 4.5 metre side lot setback (Attachment B). The attached site plan is very preliminary at this time and the applicants have applied for the setback reduction in order to move forward with more detailed design work.

Compliance with the setback to the coastal bluff and to Redroofs Road are a priority in the site planning and a reduction to the adjacent road allowance will not adversely affect adjacent public or private property.

On February 20, 2018 the applicants received a permit from the Ministry of Transportation and Infrastructure allowing them to encroach into the 4.5 metre setback from a highway.

Planning staff support this development variance permit application.

### *Options*

Possible options to consider:

#### **Option 1: Issue the permit.**

This would allow for the side lot parcel line setback contiguous to a highway to be varied from 4.5 metres to 1.5 metres.

Planning Staff recommend this option.

#### **Option 2: Deny the permit.**

The applicants would not be granted a variance for the side lot parcel line setback contiguous to a highway from 4.5 metres to 1.5 metres.

### **STRATEGIC PLAN AND RELATED POLICIES**

N/A

## **CONCLUSION**

The SCRDC has received a Development Variance Permit application to vary the setback to a side parcel line contiguous to a highway from 4.5 metres to 1.5 metres to enable the siting of a new single family dwelling on the property.

The geotechnical hazard assessment by Western Geotechnical Consultants required for the applicants Development Permit application with the SCRDC recommended that the property owners have a 20 metre setback north of the existing escarpment for safety reasons.

The property owners are challenged to construct a new home as they are constrained between the 20 metre escarpment setback and the 4.5 metre side lot setback from Cliff Road cul-de-sac.

Planning staff support this development permit application.

### *Attachments*

Attachment A – Photographs of the subject Property

Attachment B – Drawing of proposed single family dwelling building site.

Attachment C – Application Cover Letter

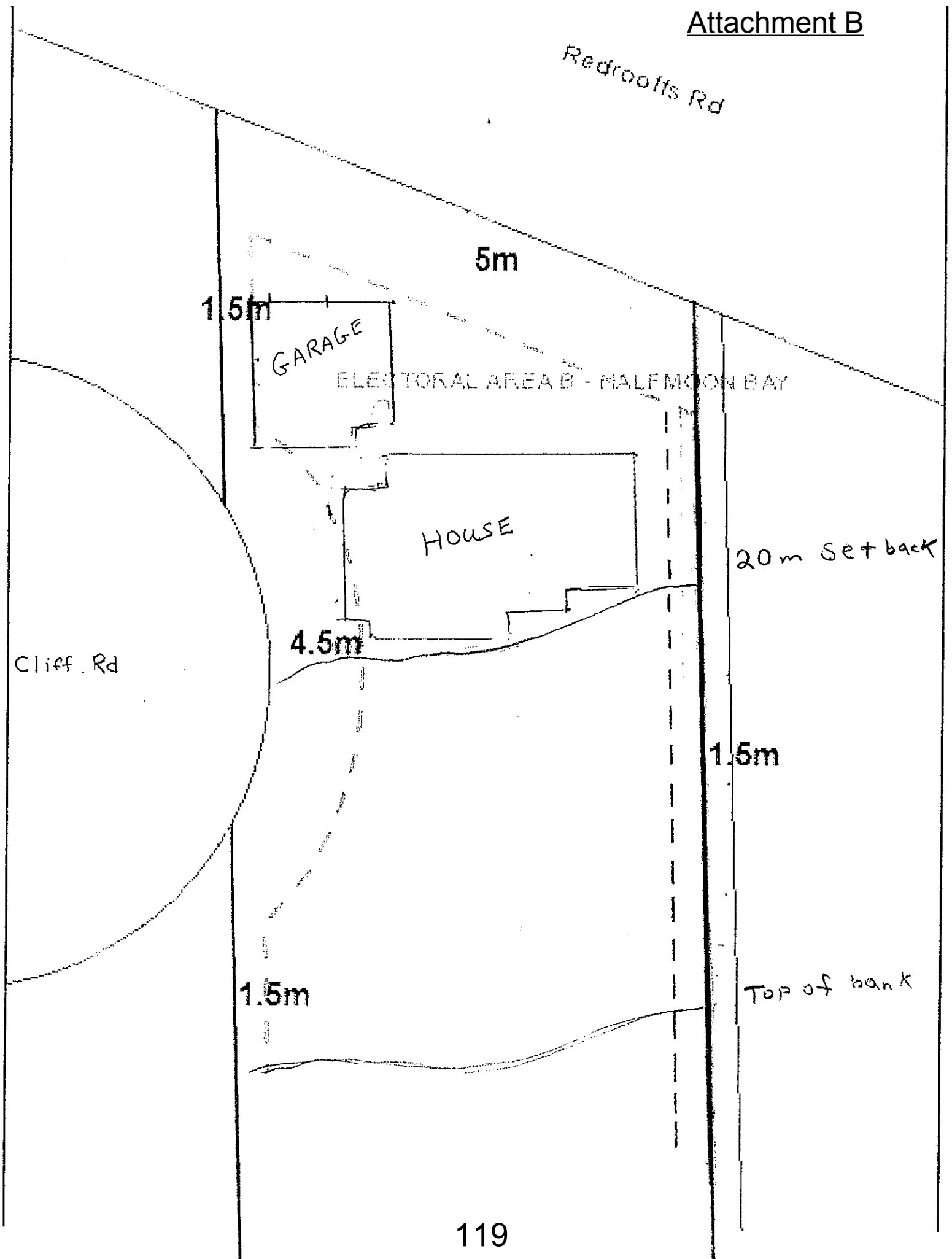
Reviewed by:			
Manager	X – A. Allen	Finance	
GM	X – I. Hall	Legislative	
CAO	X – J. Loveys	Other	



Attachment A







February 14, 2018

Dear SCR D Planning Department:

Re: Variance Request – DVP00031 – Lot 7, Cliff Road, Halfmoon Bay

Thank you for considering our request for variance of setback onto our property from Cliff Road in Halfmoon Bay.

We purchased this property in December of 2015. After receiving our Development Permit from your office, we have had the property surveyed and the building envelope site cleared.

Our plan for this property is to construct a single family one storey home, approximately 1300-1400 sq. ft. We also plan to construct a separate garage with studio apartment above, approximately 500 sq. ft. finished space. We hope to retire there in another couple of years.

By submitting this variance request we are asking to either eliminate the setback on Cliff Road; or, to reduce the setback from 4.5 meters to 1.5 meters. Our house would be facing Redrooffs Road, so the Cliff Road side would be our side yard. The existing 4.5 meter setback on Cliff Rd cuts right into our already tight building envelope, so the reduction to 1.5 meters would really help us fit everything we need into that space.

Thank you for your consideration and assistance.

Sincerely,

*Tony and Anita Kvaas*

8428 Tindall Terrace

Mission, BC V2V 6S2

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Planning and Community Development Committee – April 12, 2018

**AUTHOR:** Trevor Fawcett, Parks Planning Coordinator

**SUBJECT:** CEMETERY BYLAW 689 FEE INCREASE

---

### RECOMMENDATIONS

**THAT the report titled Cemetery Bylaw 689 Fee Increase be received;**

**AND THAT the fees for liners, vaults, opening and closing niches and plots contained in Schedule “C” of Cemetery Bylaw 689 be amended as follows:**

Item	New Fee
Grave Liners & Vaults:	
Full Grave	\$358
Cremated Remains	\$120
Open & Close:	
Cremation	\$500
Burial (Adult)	\$1300
Niche	\$275

**AND FURTHER THAT an amendment to Bylaw 689 be prepared and forwarded to the Board for readings.**

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### BACKGROUND

In support of SCRD's Strategic Priority to Ensure Financial Sustainability and in alignment with the Fiscal Sustainability Policy, staff conduct regular reviews of fees and charges.

Cemetery Bylaw 689 details fees and charges in Schedule “C” (Attached). Through the 2018 budget process, the Cemetery base budget was increased by \$10,000 to address cost pressures related to goods and services, including those specified in Bylaw 689. As indicated through the budget process, at least 50% of this increase is planned to be recovered through amendments to fees and charges.

This report recommends increases to fees and charges for cemetery liners and vaults and to opening and closing of burials.

As directed by the Board, future work on cemetery business planning will provide further recommendations relating to cemetery cost recovery. This review of fees is undertaken in advance of the business plan in order to ensure existing costs are covered and understanding that it may be some months before further Cemetery finance recommendations are developed for Committee consideration.

## DISCUSSION

### *Liners and Vaults*

Fiberglass or concrete grave liners are required for internments. These products are purchased from a supplier in the lower mainland. The cost for these products is higher than the charge in the Bylaw.

Currently a full grave liner costs \$298.00 to purchase and deliver to Seaview Cemetery. A cremation vault costs \$100.00. The cost for handling (staff time to order, receive, stack for storage) is not included in this cost.

To cover the actual cost of liners and vaults and handling, the following increases are recommended:

Grave Liners and Vaults	Bylaw Charge	Actual Cost	Handling	Proposed Charge	Increase	
					Dollar	Percent
Full Grave	\$275.00	\$298.00	\$60.00	\$358.00	\$83.00	30%
Cremation	\$75.00	\$100.00	\$20.00	\$120.00	\$45.00	60%

### *Opening and Closing for Burials*

Schedule "C" lists charges for opening and closing graves for burials which includes resources required to excavate, place the liner, lower the coffin and close the site. The cost of this service, including contracted excavation, has increased. Staff recommend that fees for opening and closing burial sites be adjusted to recover actual costs.

Open and Close	Bylaw Charge	Proposed Charge	Increase	
			Dollar	Percent
Cremation	\$425.00	\$500.00	\$75.00	18%
Burial (Adult)	\$1,000.00	\$1,300.00	\$300.00	30%
Niche	\$250.00	\$275.00	\$25.00	10%

### *Financial Implications*

Increasing the charge for liners will allow the Cemetery function to recover the actual cost of these goods.

Increasing the fees for opening and closing burial sites will achieve the Board directive of raising \$5,000 by increasing user fees towards the \$10,000 increase in [400] Cemetery base budget.

Based on average sales over the previous three years, the proposed fee increases will recover approximately \$6,000.

*Communication Plan*

Upon Bylaw adoption, public-facing information about cemetery services will be updated. Funeral businesses will be notified directly.

**STRATEGIC PLAN AND RELATED POLICIES**

The cemetery management plan developed in 2011, Seaview Cemetery – A Vision for the Future, recommends that fees be increased to reduce the operating deficit at Seaview Cemetery. Rates were last increased in 2014.

A key strategic priority of the Board is to ensure fiscal sustainability. Ensuring that fees and charges cover the expenses of services offered reduces taxation

**CONCLUSION**

Cemetery Bylaw 689 details fees and charges in Schedule “C” (Attached). Through the 2018 budget process, the Cemetery base budget was increased by \$10,000 to address cost pressures related to goods and services, including those specified in Bylaw 689. At least 50% of this increase is to be recovered through amendments to fees and charges.

In support of fiscal sustainability, staff have reviewed fees and charges outlined in Bylaw 689 and recommend increasing charges for vault and liners as well as fees for opening and closing burial sites.

Attachment – SCHEDULE ‘C’ BYLAW No.689 – Proposed Changes

Reviewed by:			
Manager	X- K. Robinson X- A. Allen	CFO/Finance	X- T. Perreault
GM	X- I. Hall	Legislative	X- A. Legault
CAO	X- J. Loveys	Other	

ATTACHMENT – SCHEDULE ‘C’ BYLAW No.689 – Proposed Changes

**SCHEDULE “C” - BYLAW NO. 689**

**FEES AND CHARGES**

**Grave Space**

Adult Size (incl. Care Fund Contribution of \$375.00)	\$	1500.00
Infant /Child Size (incl. Care Fund Contribution of \$200.00)		800.00
Cremated Remains (incl. Care Fund Contribution of \$125.00)		500.00
Niche (incl. Care Fund Contribution of \$375.00)		1500.00

**Services**

**Opening and Closing Grave for Burial**

Adult	\$	<del>1000.00</del>	\$1300.00
Infant / Child		600.00	
Cremated Remains		<del>425.00</del>	\$500.00
Niche		<del>250.00</del>	\$275.00

**Opening and Closing Grave for Exhumation**

Adult	\$	2000.00
Infant /Child		1000.00
Cremated Remains		600.00
Niche		300.00

**Extra Charges for In Ground Interment**

After Hours - Monday to Friday	\$	500.00
Saturday/Sunday or Statutory Holidays		600.00

**Extra Charges for Niche Inurnment**

After Hours - Monday to Friday	\$	250.00
Saturday/Sunday or Statutory Holidays		400.00

**Installation of Memorials**

(incl. Care Fund Contribution of \$37.50)	\$	150.00
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**Goods**

Single Niche Place Inscription	\$	250.00
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**Grave Liners**

Adult	\$	<del>275.00</del>	\$358.00
Child		<del>275.00</del>	\$358.00
Infant		<del>275.00</del>	\$358.00
Cremated Remains		<del>75.00</del>	\$120.00

**Transfer Licence**

\$	35.00
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## SUNSHINE COAST REGIONAL DISTRICT

## AGRICULTURAL ADVISORY COMMITTEE

February 27, 2018

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NOTES FROM THE AGRICULTURAL ADVISORY COMMITTEE MEETING HELD IN THE CEDAR ROOM AT THE SUNSHINE COAST REGIONAL DISTRICT OFFICES, 1975 FIELD ROAD, SECHELT, BC

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<b>PRESENT:</b>	Members	Faye Kiewitz Gerald Rainville Paul Nash Gretchen Bozak
<b>ALSO PRESENT:</b>	Manager, Planning and Development (Acting Chair) Planner Electoral Area D Director Planning Office Assistant/Recorder	Andrew Allen Julie Clark Mark Lebbell Genevieve Dixon
<b>REGRETS:</b>	Members	Barbara Seed David Morgan Jon Bell Erin Dutton
<b>ABSENT:</b>		Rupert Adams

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**CALL TO ORDER** 3:35 p.m.

**INTRODUCTIONS** Director Lebbell is in attendance on behalf of the SCRD Board.

**AGENDA** The agenda was adopted as presented.

**ELECTION OF THE CHAIR**

The Election of the Chair and Vice-Chair will be postponed until the next meeting.

- *Paul Nash expressed interest in the role of Chair for the committee, but he would rather wait for more members to be present.*
- *The Agricultural Advisory Committee would like to defer the election until the next meeting.*

**MINUTES**

**Recommendation No. 1** AAC Meeting Minutes for January 23, 2018

The Agricultural Advisory Committee recommended that the meeting minutes of January 23, 2018 be received and approved as presented.

## REPORTS

Andrew Allen, Manager, Planning and Development presented information regarding the report titled Regional Planning Consideration for Agricultural Referrals.

### **Recommendation No. 2**      *Regional Planning Consideration for Agricultural Referrals*

The Agricultural Advisory Committee recommended that the report titled Regional Planning Consideration for Agricultural Referrals be received;

AND THAT the SCRD Board formally announce that the establishment and regional nature of the new AAC to the District of Sechelt, Town of Gibsons and *shíshálh* Nation and invite the municipalities to send referrals on agricultural items to the AAC and participate in future arrangements.

Key points of discussion:

- *In 2009 the original AAC committee sent out a regional approach and never received any referrals from other municipalities.*
- *Question if there is ALR land with shíshálh Nation jurisdiction? The Manager, Planning and Development confirmed no there isn't, but the Nation may have ALR initiatives.*
- *Is there a possibility to combine both options 2 and 3 from the staff report together? The Manager, Planning and Development noted that the AAC would recommend this initiative to the Board to invite municipal referrals. If this does occur it may require an amendment to the Terms of Reference by the SCRD Board.*
- *Once the referral process is approved from the Board a letter can be sent out to the other municipalities, if the AAC receives no response then the AAC would do nothing. The Manager, Planning and Development confirmed yes the AAC would do nothing, "or if there is interest, a formal process would proceed".*
- *Terms of Reference in Option 3 would need to be amended as per Board direction if a representative from another municipality would be interested in joining the AAC as a contributor or member.*
- *Letters to the other municipalities to see a regional approach in agricultural and food production.*
- *The AAC members would like to encourage an invitation (Option 2) go out and then proceed with Option 3.*

### **Recommendation No. 3**      *Application for Subdivision in the Agricultural Land Reserve (ALR00009) for Elphinstone Crossing Estate Phase Two*

The Agricultural Advisory Committee recommended that the report titled Subdivision in the Agricultural Land Reserve (ALR00009) for Elphinstone Crossing Estate Phase Two be received;

AND THAT the Agricultural Advisory Committee supports the Application for Subdivision in the ALR at Elphinstone Crossing Estate Phase Two (ALR00009) subject to the proposed Lots 14-26 be included in the Agricultural Land Reserve or the Ag zone.

Key points of discussion:

- *In 2007 the owner was granted approval from the Agricultural Land Reserve (ALR) for subdivision for Lots 1 through 8. The current subdivision application is for a total of 18 Lots (Lots 9-26). Lots 9-13 are in the ALR.*
- *The original subdivision was granted prior to the AAC's formation as a committee.*
- *AAC would like to review possible regulations on dwelling size, setbacks, buffering from agricultural use etc. for the new lots.*



- AAC would like to know the rationale for the two large Lots: Lot 12 and Lot 13.
- AAC can respond to related application, in this case the rezoning application and the subdivision application for the entire phase 2, due to proximity of the Lots to agricultural use.
- AAC desires to include Lots 14 - 26 into the ALR or the AG zone.

## **NEW BUSINESS**

Director Lebbell noted that Director Lewis attended a conference put on by the Province for Agricultural Advisory Committees. The conference content was mostly around two policies regarding placement of fill.

Director Lebbell thanked the Committee for their continued support.

The AAC thanked the SCRD staff for their in-depth reports.

The AAC members asked if the meeting date could be changed and if the new *Manager, Planning and Development* could look at amending the Terms of Reference. A date change could be more functional for the AAC meeting minutes to meet for the PCDC agenda production deadlines.

**NEXT MEETING**      Tuesday, March 27, 2018

**ADJOURNMENT**      5:06 p.m.

**SUNSHINE COAST REGIONAL DISTRICT**  
**AGRICULTURAL ADVISORY COMMITTEE**  
**March 27, 2018**

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MINUTES FROM THE AGRICULTURAL ADVISORY COMMITTEE MEETING HELD IN THE CEDAR ROOM AT THE SUNSHINE COAST REGIONAL DISTRICT OFFICES, 1975 FIELD ROAD, SECHELT, BC

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<b>PRESENT:</b>	Members	David Morgan Gerald Rainville Paul Nash Gretchen Bozak Barbara Seed
<b>ALSO PRESENT:</b>	Manager, Planning and Development (Acting Chair) Planner Senior Planner CEO, Persephone Brewing Company T & L Rockford Enterprises (via telephone) Electoral Area D Director Planning Office Assistant/Recorder	Andrew Allen Julie Clark David Rafael (part) Brian Smith (part) Tim Rockford (part) Mark Lebbell Genevieve Dixon
<b>REGRETS:</b>	Members	Jon Bell Erin Dutton Faye Kiewitz
<b>ABSENT:</b>		Rupert Adams

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**CALL TO ORDER**     3:30 p.m.

**INTRODUCTIONS**     Director Lebbell is in attendance on behalf of the SCRD Board.  
  
Manager, Planning and Development, Andrew Allen acted as the Chair for this meeting.

**AGENDA**             The agenda was adopted as presented.

**ELECTION OF THE CHAIR**

David Morgan was elected Chair of the Agricultural Advisory Committee by acclamation.  
  
Paul Nash was elected Vice Chair of the Agricultural Advisory Committee by acclamation.

**MINUTES**

**Recommendation No. 1**     *AAC Meeting Minutes for February 27, 2018*

The Agricultural Advisory Committee recommended that the meeting minutes of February 27, 2018 be received and approved as amended.

Andrew Allen, Manager, Planning and Development noted there were minor wording changes within the February 27, 2018 minutes, and supplied the revised minutes to the AAC members.

## REPORTS

David Rafael, Senior Planner presented information regarding the report titled Development Variance Permit Application DVP00029 & LCBC Endorsement, Electoral Area F (Persephone Brewing Company).

**Recommendation No. 2**      *Development Variance Permit Application DVP00029 & LCBC Endorsement, Electoral Area F (Persephone Brewing Company).*

The Agricultural Advisory Committee recommended that the report titled Development Variance Permit Application DVP00029 & LCBC Endorsement, Electoral Area F (Persephone Brewing Company) be received;

AND THAT Persephone Brewing Company be limited to the existing 80 parking spaces without hard-surfacing and expansion;

AND FURTHER THAT the AAC supports the increased 190 seating capacity in the picnic area.

### Key points of discussion:

- Senior Planner, David Rafael introduced Persephone Brewing Company, CEO, Brian Smith to the AAC.
- The Senior Planner noted that the AAC is to consider site-planning requests that could enable Persephone to come into compliance with the SCRD zoning regulations to operate as a brewery with the ALR.
- AAC to consider when making a decision towards this application regarding the proposed food and beverage lounge, impact on farming, seating capacity of 190 or the 150 seating capacity proposed by the SCRD appropriate in the picnic area, 65 indoor seating capacity, 80 onsite existing parking spaces and any negative impacts.
- Mr. Smith noted that the SCRD staff report was well prepared, the reason for attending this meeting was to answer any comments or questions the AAC have pertaining to this DVP application.
- AAC members suggested that parking signage for additional parking required at all entrances to the farm.
- The 80 parking spaces have been onsite since year one of the farms opening.
- Question is 80 parking spaces sufficient, or should it be reduced?
- Mr. Smith is not looking to increase the onsite parking in the future.
- A shuttle is used for larger events to transport people to and from to minimize the parking constraints on the farm.
- The onsite work yard is in the composting area and not in the parking areas.
- On-street parking is minimal due to signage supplied by Persephone and desire to not negatively impact adjacent residents.
- Persephone plans to plant barley this spring in the lower field to comply with ALC regulations
- The proposed food truck will support local farms for food sourcing.

**Recommendation No. 3**      *Application for Subdivision in the Agricultural Land Reserve (ALR00009) for Elphinstone Crossing Estate Phase Two – Additional Information*

The Agricultural Advisory Committee recommended that the report titled Subdivision in the Agricultural Land Reserve (ALR00009) for Elphinstone Crossing Estate Phase Two be received;

AND THAT the Agricultural Advisory Committee supports the Application for Subdivision in the ALR at Elphinstone Crossing Estate Phase Two (ALR00009) as proposed and revises their decision to have Lots 14-26 stay in the RU2 zone.

Key points of discussion:

- Manager, Planning and Development, Andrew Allen noted that the applicant, Tim Rockford was participating in this meeting via conference call.
- Mr. Rockford supplied the Madrone Environmental report outlining the soil conditions of the properties that could provide agricultural use.
- Mr. Rockford proposes to maintain Lots 14-26 in the RU2 zone and not inserted into the AG zone. The properties has less soil capabilities for agricultural. A change in the zoning applications would add more restrictions on the properties for future buyers.
- Mr. Rockford supports agricultural use on the proposed lots to a reasonable extent.
- RU2 zoning doesn't allow for extended farm use like the AG zone enables for agricultural uses.
- Mr. Rockford wants to provide a range of lot sizes for potential buyers to support rural residential purposes and agricultural uses i.e. mini farms.
- The larger two lots have a potential to be used for moderate scale agricultural, and the other three lots kept in the ALR to support agricultural and other rural residential purposes.
- In 2007 the ALC was going to exclude this land in the owners Phase 1 subdivision proposal. This land was not taken out of the ALR.
- All lots within this application are debatable if they are well suited for agricultural use based on the soil capacity report.
- RU2 zoning allows for 2 dwellings and the AG zone allows for one dwelling.

**Recommendation No. 4**      *Review of Zoning Bylaw 310 – Electoral Areas B-F*

The Agricultural Advisory Committee recommended that the report titled Review of Zoning Bylaw 310 – Electoral Area B-F be received;

Key points of discussion:

- Planner, Julie Clark noted that SCRD Zoning Bylaw 310 covers Electoral Areas B-F.
- Public engagement for the zoning bylaw amendment required.
- An Advisory Committee Summit will take place late April 2018 (Part 1) and late-May 2018 (Part 2) to form the early stages of public engagement. The SCRD Planning staff are hopeful for an agricultural advisory presence at the advisory summit, including members of all advisory committees. Staff noted that focus groups will take place for the building community (such as developers and architects) and open houses for members of the public.
- AAC would like to have an addition (informal) meeting likely in between Summit sessions 1 and 2 to be held at the SCRD offices with at least one SCRD staff member.
- All AAC members in attendance were be interested in attending the Advisory summit

## **NEW BUSINESS**

### **ALR and ALC Revitalization 2018 Online Survey**

The Minister of Agriculture's Advisory Committee Revitalizing the Agricultural Land Reserve and the Agricultural Land Commission Discussion Paper for Stakeholder Consultation and Public Engagement. (Was received for information).

Manager, Planning and Development noted the ALR and ALC survey and the discussion paper are for individual review and AAC members are invited to complete the survey online.

Manager, Planning and Development thanked the AAC Committee for their continued support and interest.

**NEXT MEETING**      Tuesday, April 24, 2018

**ADJOURNMENT**      5:28 p.m.

**SUNSHINE COAST REGIONAL DISTRICT****EGMONT / PENDER HARBOUR (AREA A)****ADVISORY PLANNING COMMISSION****February 28, 2018**


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RECOMMENDATIONS FROM THE AREA A ADVISORY PLANNING COMMISSION  
MEETING HELD IN THE LIBRARY AT PENDER HARBOUR SECONDARY SCHOOL, 13639  
SUNSHINE COAST HWY, MADEIRA PARK, BC

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<b>PRESENT:</b>	Chair	Alan Skelley
	Members	Janet Dickin Gordon Politeski Alex Thomson Jane McOuat Catherine McEachern Yovhan Burega
<b>ALSO PRESENT:</b>	Area A Director Recording Secretary Guests	Frank Mauro Kelly Kammerle 5
<b>REGRETS:</b>		Tom Silvey Peter Robson Sean McAllister Gordon Littlejohn Dennis Burnham

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**CALL TO ORDER**      7:00 pm

**AGENDA**              The agenda was adopted as presented.

**DELEGATIONS**

Peter Pownall and Scott Davis for Egmont/Pender Harbour Official Community Plan  
Amendment Bylaw No. 432.35 (Pownall)

Kyle Head and Kevin Head for Development Variance Permit Application DVP00026  
(Vanderhaeghe)

Penny Gotto for Development Variance Permit Application DVP00030 (Frayne & Merrington)

## MINUTES

### Area A Minutes

The Area A APC minutes of January 24, 2018 were approved as circulated with the correction that Jane McOuat was in attendance at the January meeting.

The following minutes were received for information:

Halfmoon Bay (Area B) APC Minutes of January 23, 2018  
Roberts Creek (Area D) APC Minutes of January 15, 2018  
Elphinstone (Area E) APC Minutes of January 24, 2018  
West Howe Sound (Area F) APC Minutes of January 23, 2018  
Planning and Community Development Committee Minutes of December 14, 2017 and January 11, 2018

## REPORTS

### Egmont/Pender Harbour Official Community Plan Amendment Bylaw No. 432.35 (Pownall)

The APC agrees with the recommendations from SCRD staff to deny this amendment to the OCP.

### Development Variance Permit Application DVP00026 (Vanderhaeghe)

The APC recommends Approval of Development Variance Permit Application DVP00026 (Vanderhaeghe) with the following comments

- SCRD conditions are met
- The QEP is engaged by the applicant to monitor construction pursuant to the recommendations outlined in his study, and to confirm that those requirements are met.

### Development Variance Permit Application DVP00030 (Frayne & Merrington)

The APC recommends approval of Development Variance Permit Application DVP00030 (Frayne & Merrington) with the following comments

- SCRD requirements are met

### Provincial Referral 2427430 for Seshal Creek Log Dump in Jervis Inlet

The APC recommends approval of Provincial Referral 2427430 for Seshal Creek Log Dump in Jervis Inlet with the following comments:

- SCRD requirements are met
- Adequate Performance Bond is in place
- Construction and clean up outlined and completed to specifications

**NEW BUSINESS**

**DIRECTOR'S REPORT**

Area A Director Mauro provided a verbal report of his activities.

**NEXT MEETING**      Wednesday, March 28, 2018 at the Pender Harbour Satellite Office

**ADJOURNMENT**      8:35 pm



## SUNSHINE COAST REGIONAL DISTRICT

### EGMONT / PENDER HARBOUR (AREA A)

#### ADVISORY PLANNING COMMISSION

March 28, 2018

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RECOMMENDATIONS FROM THE AREA A ADVISORY PLANNING COMMISSION  
MEETING HELD AT THE PENDER HARBOUR SATELLITE OFFICE, 12828 LAGOON ROAD,  
MADEIRA PARK, BC

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<b>PRESENT:</b>	Chair	Janet Dickin
	Members	Dennis Burnham Gordon Politeski Alex Thomson Jane McOuat Catherine McEachern Yovhan Burega
<b>ALSO PRESENT:</b>	Area A Director	Frank Mauro
	Recording Secretary SD000035 Applicant	Kelly Kammerle Carrie Hillhouse
<b>REGRETS:</b>		Tom Silvey
		Peter Robson
		Sean McAllister
		Gordon Littlejohn
		Alan Skelley

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**CALL TO ORDER**      7:00 pm

**AGENDA**              The agenda was adopted as presented.

#### DELEGATIONS

Carrie Hillhouse, Subdivision Application Referral SD000035 (Hillhouse & Hanna) 2018-00634

#### MINUTES

##### Area A Minutes

The Area A APC minutes of February 28, 2018 were approved as circulated.

The following minutes were received for information:

- Halfmoon Bay (Area B) APC Minutes of February 27, 2018
- West Howe Sound (Area F) APC Minutes of February 27, 2018
- Planning and Community Development Committee Minutes of February 8, 2018

## REPORTS

### Development Variance Permit Application DVP00029 & LCBC Endorsement – Electoral Area F (Persephone Brewing Company)

Answers to the questions from the Area A APC as to the impact of Zoning Bylaw No. 310 are as followed:

- The APC does not feel the food and beverage service lounge seating/occupancy is appropriate.
- The proposed picnic area capacity of 190 (proposed) or 150 (suggested by SCRD staff) – The APC feels this number is too high and there will be a large impact for surrounding neighbours with noise and parking.
- Reducing the number of people in the picnic area will reduce the possible impact on the neighbourhood.
- If this variance is approved and complaints and infractions happen then the variance should be cancelled.

### Subdivision Application Referral SD000035 (Hillhouse & Hanna) 2018-00634

The APC recommends Approval of Subdivision Application Referral SD000035 (Hillhouse & Hanna) 2018-00634 with the following comments

- SCRD conditions are met

### Review of Zoning Bylaw 310 – Electoral Area B-F

#### Housing Diversity

This APC feels all Housing Diversity questions regarding mobile homes, pre-fabricated homes, size requirements and secondary housing all depend on the property size and the zoning. Each region on the Sunshine Coast is specific and questions would depend on what region you are referring to.

#### Local Food Production

- This APC feels honeybees should be permitted depending on parcel size and fencing put up for bears.
- Hens should be allowed depending on parcel size and what the setbacks would be.
- Roosters should not be allowed in residential areas.
- Homegrown products from a property should be allowed to be sold.
- A barrier to producing food on the Sunshine Coast outside the ALR would be Elk.

#### Home Based Business

The APC feels concerns with home based businesses for neighbours are parking, noise and traffic.

Usability

The APC would like to see all Bylaws include links so navigating through the topics you are looking for would become user friendly.

Advisory Committee Summit

The Area A APC has quite a few members who would be interested in attending this workshop. Daytime work days would work best for the members and would like you to send the dates that are available.

**NEW BUSINESS**

The members of the Area A APC would like to have “D” size maps printed out for each member, so they are able to understand the lots and measurements to make more informed decisions.

**DIRECTOR’S REPORT**

Area A Director Mauro provided a verbal report of his activities.

**NEXT MEETING**      Wednesday, April 25, 2018

**ADJOURNMENT**      9:10 pm

**SUNSHINE COAST REGIONAL DISTRICT****AREA B - HALFMOON BAY  
ADVISORY PLANNING COMMISSION****February 27, 2018**


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RECOMMENDATIONS FROM THE AREA B ADVISORY PLANNING COMMISSION MEETING  
HELD IN THE COOPERS GREEN COMMUNITY HALL AT COOPERS GREEN PARK, 5500  
FISHERMAN ROAD, HALFMOON BAY, BC

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<b>PRESENT:</b>	Chair	Frank Belfry
	Members	Jim Noon Elise Rudland Eleanor Lenz Lorn Campbell Alda Grames Barbara Bolding
	Area B Director	Garry Nohr
<b>ALSO PRESENT:</b>	Recording Secretary Public	Katrina Walters 3
<b>REGRETS:</b>	Members	Marina Stjepovic Bruce Thorpe

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**CALL TO ORDER** 7:04 p.m.

Election of Chair:

Frank Belfry was elected as chair for new term by acclamation.

**AGENDA** The agenda was adopted with the following amendments:

1. 'Short Term Rentals' added to business arising from minutes and unfinished business

**MINUTES**Area B Minutes

The Area B APC minutes of January 23, 2018 were adopted as presented.

## Minutes

The following minutes were received for information:

- Egmont / Pender Harbour (Area A) APC Minutes, January 24, 2018
- Roberts Creek (Area D) APC Minutes, January 15, 2018
- Elphinstone (Area E) APC Minutes, January 24, 2018
- West Howe Sound (Area F) APC Minutes, January 23, 2018
- Planning and Development Committee Minutes, December 14, 2017 and January 11, 2018.

## **BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS**

### Short Term Rentals

In addition to comments provided in the minutes from the APC meeting on January 23, 2018, the APC adds the following comments:

- Develop a new classification for this type of very short term rentals e.g. Vacation Rental, to distinguish them from the Short Term Rentals (< 30 days) that are currently covered by SCRD bylaws.
- Limit the rental term to something considerably less than a STR. I suggest 4-5 days.
- Limit the number of rental units to 1 per property. I would also happily support a limit to 1-2 rooms in the property owner's home. Or perhaps, limit the number beds per property?
- Require on-site visitor parking.
- Regulate noise (similar to the way construction noise is currently controlled) e.g. no outside noise after 10 pm.
- Require the owner to be on-site during each rental. I might go as far as accepting a "responsible person", but I would prefer that the owner be there.
- Require the owner to manage garbage disposal.
- Issue fines for non-compliance. The amount of the fines should be significant, not just a slap on the wrist. Increase the fines, similar to by-law enforcement notices, for repeated violations.

## **REPORTS**

### Development Variance Permit Application DVP00028 (Van Egmond)

The APC discussed the staff report regarding Development Variance Permit Application DVP00028 (Van Egmond). The following concerns/points/issues were noted:

- Doesn't seem to be a big issue; provides no additional impact on the lot.
- Proposed East and South elevations fit nicely into the rocky outcrop; works well with the site.
- Too bad staff didn't go on site and have a look: asking for a bigger (additional) footprint to accommodate what the applicant needs doesn't make sense. Having a suite overtop of a garage makes sense and don't see any problems with it.
- If this proposed plan isn't allowed, they would have to have another building footprint on an already crowded site to incorporate the auxiliary dwelling.
- Suggest accepting the application for the following reasons: conservation of space (building footprint) on the site; building in conformation with the future of carriage house design; but ensure that there be no internal staircase connecting upper to lower floors.

**Recommendation No. 1.**      *Development Variance Permit Application DVP00028 (Van Egmond)*

Regarding Development Variance Permit Application DVP00028 (Van Egmond), the APC recommends that the SCRD support Option 2.

**Subdivision Application Referral SD000033 (Bolding) 2018-00183**

Note: Due to conflict of interest Barbara Bolding was excused from participation in this item.

The APC discussed the staff report regarding Subdivision Application Referral SD000033 (Bolding). The following concerns/points/issues were noted:

- Seemed to be a reasonable thing to do; would provide better setbacks and preservation of some trees.
- Don't see that it will cause a problem anywhere.

**Recommendation No. 2.**      *Subdivision Application Referral SD000033 (Bolding)*

Regarding Subdivision Application Referral SD000033 (Bolding), the APC recommends that the SCRD support the application as defined in the staff report.

**Provincial Referral 98713150-001 for Intertidal Roadway to Turnagain Island (Woodland Investments Inc.)**

The APC discussed the staff report regarding Provincial Referral 98713150-001 for Intertidal Roadway to Turnagain Island. The following concerns/points/issues were noted:

- The owners of the island built the road in the 1980's without permit; restricted access for residents only.
- Believe that the eelgrass probably isn't harmed by the existing use of the roadway.
- Worry about what will happen in the future if, for instance, there is a change of ownership. The application suggests a 30 year term; don't have a problem with the current owners using the intertidal roadway in the way they have been using it for the past several decades, but suggest that the term be shortened.
- San Souci Road has a similar situation (culvert put in and blocked the lagoon).
- Recommend restricting use to just cars.
- Suggest asking if the *shíshálh* Nation have looked at it.
- Concerned with the SCRD wording ('any work undertaken') because the owners have agreed not to do any work.
- Suggest shortening the tenure; number of trips; size of vehicles; and that any work that has to be done to the intertidal roadway would have to have a permit.
- Not objecting to the continuation of the use of the intertidal roadway as it is presently being used.
- The intertidal roadway was put in illegally and shouldn't be maintained.
- Any maintenance should be carried out under approval of the Department of Fisheries and Oceans.
- Up to this point in time the owners have done an amazing job of protecting their land; applaud their stewardship of the island; but believe there would be a huge outcry if the intertidal roadway became a 'road'.
- Is there any perceived benefit of having this contingent on the owners having ownership of the lots?

**Recommendation No. 3.**      *Provincial Referral 98713150-001 for Intertidal Roadway to Turnagain Island (Woodland Investments Inc.)*

Regarding Provincial Referral 98713150-001 for Intertidal Roadway to Turnagain Island the APC recognizes that the present owners have been responsible stewards of Turnagain Island for the past 60 years and have been using the intertidal roadway as access to the island for the last 40 years. Given this, the APC supports the application for the purpose of allowing the continuation of the existing use of the intertidal roadway with the issuance of a 10 year tenure.

**Recommendation No. 4**      *Provincial Referral 98713150-001 for Intertidal Roadway to Turnagain Island*

Regarding Provincial Referral 98713150-001 for Intertidal Roadway to Turnagain Island the APC recommends that the application be referred to *shíshálh* Nation for their consideration.

**DIRECTOR'S REPORT**

Director Garry Nohr gave a verbal report of his activities.

**NEXT MEETING**      March 27, 2018

**ADJOURNMENT**      8:48 p.m.

## SUNSHINE COAST REGIONAL DISTRICT

### AREA B - HALFMOON BAY ADVISORY PLANNING COMMISSION

March 27, 2018

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RECOMMENDATIONS FROM THE AREA B ADVISORY PLANNING COMMISSION MEETING  
HELD IN THE COOPERS GREEN COMMUNITY HALL AT COOPERS GREEN PARK, 5500  
FISHERMAN ROAD, HALFMOON BAY, BC

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<b>PRESENT:</b>	Chair	Frank Belfry
	Members	Jim Noon Elise Rudland Eleanor Lenz Alda Grames Barbara Bolding Guy Tremblay
<b>ALSO PRESENT:</b>	Area B Director Recording Secretary	Garry Nohr Katrina Walters
<b>REGRETS:</b>	Members	Marina Stjepovic Bruce Thorpe Lorn Campbell

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**CALL TO ORDER** 7:02 p.m.

The Area B APC welcomed new member Guy Tremblay.

**AGENDA** The agenda was adopted with the following amendments:  
Coopers Green Hall Replacement under NEW BUSINESS

#### MINUTES

##### Area B Minutes

The Area B APC minutes of February 27, 2018 were adopted as presented.

##### Minutes

The following minutes were received for information:

- Egmont / Pender Harbour (Area A) APC Minutes, February 28, 2018
- Roberts Creek (Area D) APC Minutes, February 19, 2018
- Elphinstone (Area E) APC Minutes, February 28, 2018
- West Howe Sound (Area F) APC Minutes, Feb 27, 2018
- Planning and Community Development Committee Minutes, Feb 8, 2018



## REPORTS

### Development Variance Permit Application DVP00029 & LCBC Endorsement-Electoral Area F (Persephone Brewing Company)

The APC discussed the staff report regarding Development Variance Permit Application DVP00029 & LCBC Endorsement-Electoral Area F (Persephone Brewing Company). The following concerns/points/issues were noted:

- We are asked to comment on this application because it is ALR land, any changes there will affect ALR here in Halfmoon Bay.
- Have there been any parking issues? Think a lot of people bike there and walk.
- The issue of parking seems to have been addressed with the accommodation of 80 on site spots.
- Like what they're doing, except for the picnic area against neighbouring property might need rethinking.
- They are doing a thriving business, employing local people and are providing a family oriented facility.
- As long as they keep to their claim that they want to be family oriented with early closing hours...is there a way of putting time restrictions on their operations?
- Don't have a problem with the variance request, and the owners seem to be agreeing with the SCRD proposed 150 outdoor picnic seating.
- Think that 190 people is a lot on a property this size.
- The 150 limit could have a huge impact on them financially without concrete reasoning for this reduction.
- The 150 seems reasonable given the analysis and calculations that have been done to come to this number.
- Suggest that we support the staff recommendations for 150.
- In a facility in Powell River, seating for a gathering of 200 people seems like a good number.
- The required food truck is a spinoff business that this business can support.

### **Recommendation No. 1**      *Development Variance Permit Application DVP00029& LCBC Endorsement-Electoral Area F (Persephone Brewing Company)*

Regarding Development Variance Permit Application DVP00029 & LCBC Endorsement-Electoral Area F (Persephone Brewing Company), the APC recommends the following in response to the "key questions to consider" on page 22.

1. Is the proposed food and beverage service lounge seating/occupancy appropriate?

Yes

2. Is the proposed picnic area capacity of 190 (proposed) or 150 (suggested by SCRD staff) appropriate?

The APC supports staff recommendations

3. Is there sufficient on-site parking (80 spaces)?

Yes

4. Are there any conditions the SCRD should establish to reduce possible impacts on the neighbourhood?

The APC suggests the following:

- a) noise control (limited hours)
- b) no on-street parking
- c) odor control from the brewing process

#### Development Variance Permit Application DVP00031 (Kvaas)

The APC discussed the staff report regarding Development Variance Permit Application DVP00031 (Kvaas). The following concerns/points/issues were noted:

- Feel the request is pretty reasonable given that the developer created the problem in the first place with the narrow width of the lot.
- There is no question that building envelope is very small.
- Saying that they can have two dwellings on this tiny lot is hazardous.
- If you buy a lot that is this restrictive, you should be prepared to build a tiny house and they should have a save harmless clause to protect the SCRD from liability.
- As a personal opinion, I wouldn't vote on having this because I have no faith in having this property sustain a home. They should keep the home as small as possible.
- We should mention that there should not be two buildings on this site; no auxiliary dwelling.
- We should not restrict the number of buildings, but restrict the footprint: why restrict them further?
- If you don't give them a variance, they will build anyways...make it as easy as possible for them.
- Think that this is a case of hardship, and giving them the variance provides more opportunity for them to build close to the road where we want them to build.
- If the geotech engineer provides their approval, we should rely on their expertise.

#### **Recommendation No. 2**      *Development Variance Permit Application DVP00031 (Kvaas)*

Regarding Development Variance Permit Application DVP00031 (Kvaas), the APC supports SCRD recommendation Option 1 to issue the permit.

*Note: It is requested that it be noted that one member abstained from voting on the above recommendation.*

#### Review of Zoning Bylaw 310-Electoral Areas B-F

The APC discussed the staff report regarding the Review of Zoning Bylaw 310-Electoral Areas B-F. The following concerns/points/issues were noted:

- Answering the questions will take more time than the present meeting permits; would rather answer the questions after we've had the workshop.

#### Housing Diversity:

- Would like to know more about the options in order to comment.
- The questions being asked are good questions.
- Feel that the housing types really follow zoning bylaws and currently don't have flexibility: right now we are restricted by minimum dimensions. Changing the zoning

bylaws would automatically create new housing types; if you can break the buildings up, you can create more positive space.

- The bank (mortgages) are the biggest restrictors to new housing types.

**Recommendation No. 3**      *Zoning Bylaw 310-Electoral Areas B-F*

Regarding Zoning Bylaw 310-Electoral Areas B-F, the APC supports staff recommendation to attend proposed APC Summit and will provide further feedback following this process.

**Recommendation No. 4**      *Zoning Bylaw 310-Electoral Areas B-F*

Regarding Zoning Bylaw 310-Electoral Areas B-F, the APC recommends that the following be included as 'additional zoning related issues to consider throughout the review process:

1) INVASIVE SPECIES

Would like a regional and corporate policy to address the issue of invasive species and property boundaries; specifically, the implication of knotweed across property boundaries.

2) BLASTING REGULATIONS (changing the natural grade of the land)

Should there be a bylaw about blasting and the re-structuring of land through blasting, considering the impact on neighbouring properties and on surface runoff.

3) RETAINING WALLS (changing the natural grade of the land)

The ability of landowners to change the natural topography of the land with the construction of retaining walls has greatly impacted the flow of the land across properties and sight lines from neighbouring properties.

**NEW BUSINESS**

Coopers Green Replacement Hall

The APC had an informal discussion about the Coopers Green Replacement Hall. It was remarked that a public feedback form from the open house on March 15<sup>th</sup> is requested to be submitted by March 31<sup>st</sup>, so that all ideas can be compiled prior to the next Task Force meeting, but that neither the form, nor the architectural presentation panels, are available to the public online.

**DIRECTOR'S REPORT**

Director Nohr provided the Director's Report.

**NEXT MEETING**      April 24, 2018

**ADJOURNMENT**      9:31 p.m.

**SUNSHINE COAST REGIONAL DISTRICT****AREA D – ROBERTS CREEK  
ADVISORY PLANNING COMMISSION****March 19, 2018**


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RECOMMENDATIONS FROM THE ROBERTS CREEK (AREA D) ADVISORY PLANNING COMMISSION MEETING HELD IN THE ROBERTS CREEK LIBRARY READING ROOM LOCATED AT 1044 ROBERTS CREEK ROAD, ROBERTS CREEK, BC

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<b>PRESENT:</b>	Chair	Bill Page
	Members	Gerald Rainville Marion Jolicoeur Dana Gregory Heather Conn Barry Morrow
<b>ALSO PRESENT:</b>	Electoral Area D Director	Mark Lebbell
	Recording Secretary	Diane Corbett
	Public	3
<b>ABSENT:</b>	Member	Nicola Kozakiewicz

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**CALL TO ORDER** 7:00 p.m.

**AGENDA** The agenda was adopted as presented.

**NOMINATIONS FOR CHAIR** – *as per Bylaw No. 453, Section 8 (i)*

Bill Page was elected Chair of the Roberts Creek APC by acclamation.

Dana Gregory was elected Alternate Chair of the Roberts Creek APC by acclamation.

Barry Morrow announced his resignation from the Roberts Creek APC, and noted he had recruited a potential candidate to take his place. Director Lebbell thanked Mr. Morrow for his service to the APC.

**MINUTES**Roberts Creek (Area D) Minutes

The Roberts Creek (Area D) APC minutes of January 15, 2018 were approved as circulated.

## Minutes

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of January 24 and February 28, 2018
- Halfmoon Bay (Area B) APC Minutes of January 23 and February 27, 2018
- Elphinstone (Area E) APC Minutes of January 24, 2018
- West Howe Sound (Area F) APC Minutes of January 23 and February 27, 2018
- Planning and Community Development Committee Minutes of December 14, 2017, January 11, 2018 and February 8, 2018

## **REPORTS**

### Development Variance Application DVP00029 & LCBC Endorsement – Electoral Area F (Persephone Brewing Company)

The APC discussed the staff report regarding Development Variance Application DVP00029 & LCBC Endorsement – Electoral Area F (Persephone Brewing Company).

Mr. Brian Smith, applicant, was present to respond to questions and comments of the APC.

Points from discussion included:

- Parking – It can be difficult to find a place to park at Persephone sometimes. Big trucks may take up a lot of space in the parking lot, so parking can seem tight. There is lots of space to park on the road. “Bad” parking on the street could be improved if the road were paved. Have street parking “built to work”; examine off-site parking. The road to the bypass could handle parking on either side. Promote transit use to clientele. Include bicycle parking spots in the plan. Need adequate lighting for parking areas.
  - Applicant pointed out that during the summer, Saturdays, and special events, staff was assigned to manage parking and the flow of cars. Weekday parking usually is not an issue. A large percentage of visitors are families with children, so safety is important to Persephone. Signage to help with parking has been installed. Applicant was reluctant to push a street through for paved street parking in light of likely resistance of neighbours. When hosting events, the applicant organizes shuttle service to transport clientele to and from Persephone, lower Gibsons and the ferry. Streetlight bulbs have been changed at North road and Stewart road so it is now fairly well lit.
- Proposed food and beverage service lounge seating/occupancy – Recommended standards for space requirements at events were discussed. It was thought the capacities proposed per area were appropriate for standing, sitting and eating.
  - Applicant explained music is played only until 4:00 or 5:00 pm; if outdoors it is not amplified. Persephone provides snacks, not food services, which are provided by a food truck. Picnic area is well used.
- Proposed picnic area capacity – A capacity of 190 persons was acceptable to the APC, as long as the total seating capacity did not exceed the ALR Regulation. It was noted the 65 seating capacity applies to both indoor and outdoor areas.
- Conditions to reduce possible impacts on the neighbourhood – APC members thought Persephone had been doing well at addressing issues, and had nothing further to add.

Subdivision Application Referral SD000034 (Roberts) 2018-00633

The APC discussed the staff report regarding Subdivision Application Referral SD000034 (Roberts) 2018-00633 to adjust the property line to enable the adjacent lot to have an additional proposed area of 228.26 m<sup>2</sup>.

Mr. Tom Roberts, applicant, gave a verbal overview of background and reasons for applying for the Subdivision Application, which would address the alignment of a previously constructed driveway and flowerbeds between the properties with a new legal lot line.

**Recommendation No. 1**      *Subdivision Application Referral SD000034 (Roberts) 2018-00633*

The APC recommended that Subdivision Application Referral SD000034 (Roberts) 2018-00633 be supported, for the following reasons:

- it is a straightforward application;
- it has the agreement of neighbours; and
- there are no environmental consequences.

Review of Zoning Bylaw 310 – Electoral Areas B-F

The APC discussed the staff report regarding the review of Zoning Bylaw 310 – Electoral Areas B-F. Director Lebbell provided background on the staff report, and urged members to take home and consider questions included in the consultant's report.

Points from discussion included:

- Housing diversity – There was a question about whether the bylaw would increase density. There was concern that, if widespread commercial activity such as short-term rentals is permitted within residential areas, there can be problems. Parking and traffic would be issues. Increased density in the Roberts Creek “core” area as identified in the OCP was discussed.
- Local food production – Concern that farm gate vegetable sales should not include vegetables from other locations off the farm. There was a question about if there would be a hazard in including the sale of meat as a permitted use.
- Home-based business – If a second building is constructed, it is not a home-based business and should be required to go through a development process to receive neighbours' input. Potential issues include traffic and parking.
- Themes missed in the Summary Paper – short-term rentals; climate change resilience through residential energy production and efficiency; consideration for “night sky” friendly lighting.
- Advisory committee summit – Bill Page and Gerald Rainville expressed interest in participating in the summit. There were questions about the actual dates of the summit and the length of time required. It was suggested that weekends might be a suitable time to meet.
- Community engagement ideas – online survey; at community events; bring three questions to the large grocery stores and interview the public as they approach the store; conduct a door-to-door survey. Question about how to get input from the “city people”. Comment that most people likely are unfamiliar with or unaware of Bylaw 310. Put out a questionnaire to all the builders, designers, contractors, and Coast Builders.

**DIRECTOR'S REPORT**

The Director's report was received.

**NEXT MEETING**      April 16, 2018

**ADJOURNMENT**      8:51 p.m.

**SUNSHINE COAST REGIONAL DISTRICT****AREA E – ELPHINSTONE  
ADVISORY PLANNING COMMISSION****March 28, 2018**


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RECOMMENDATIONS FROM THE AREA E ADVISORY PLANNING COMMISSION MEETING  
HELD AT FRANK WEST HALL, 1224 CHASTER ROAD, ELPHINSTONE, BC

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<b>PRESENT:</b>	Chair	Mary Degan
	Members	Rod Moorcroft Lynda Chamberlin Dougald Macdonald Nara Brenchley Rob Bone
<b>ALSO PRESENT:</b>	Electoral Area E Alternate Director Recording Secretary Public	Laurella Hay Diane Corbett 2
<b>REGRETS:</b>	Electoral Area E Director	Lorne Lewis
<b>ABSENT:</b>	Members	Bob Morris Jenny Groves Patrick Fitzsimons

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**CALL TO ORDER**                      7:00 p.m.

**AGENDA**                              The agenda was adopted as presented.

**DELEGATIONS**

Brian Smith, Persephone Brewing Company, regarding Development Variance Application  
DVP00029 & LCBC Endorsement – Electoral Area F

Mr. Brian Smith, applicant, responded to comments and inquiries of APC members regarding Development Variance Application DVP00029 and BC Liquor Control and Licensing Branch (LCBC) Endorsement.

**MINUTES**Area E Minutes

The Elphinstone / Area E Advisory Planning Commission minutes of January 24, 2018 were approved as circulated.



## Minutes

Minutes received for information:

- Egmont/Pender Harbour (Area A) APC Minutes, January 24, 2018 & February 28, 2018
- Halfmoon Bay (Area B) APC Minutes of January 23, 2018 and February 27, 2018
- Roberts Creek (Area D) APC Minutes of January 15, 2018
- West Howe Sound (Area F) APC Minutes of January 23, 2018 and February 27, 2018
- Planning and Community Development Committee Minutes of December 14, 2017, January 11, 2018 and February 8, 2018

## **REPORTS**

### Development Variance Application DVP00029 & LCBC Endorsement – Electoral Area F (Persephone Brewing Company)

The APC discussed the staff report regarding Development Variance Application DVP00029 & LCBC Endorsement – Electoral Area F (Persephone Brewing Company) at 1053 Stewart Road, West Howe Sound.

The applicant provided background and an overview of the brewing operation and its applications to change from a tasting room endorsement to an indoor food and beverage service lounge, and to expand the outdoor picnic area occupancy. Actions to address the two key complaints of neighbours in Persephone's first year, parking and noise, were described. Persephone operates within noise bylaw hours; usually closed by 7:00 pm, and 9:00 pm on weekends and in the summer.

The APC discussed questions from the staff report as follows:

*1. Is the proposed food and beverage service lounge seating/occupancy appropriate?*

The applicant responded to APC members' inquiries:

- There would be no expansion of the space. Changes include the different activities permitted with the lounge license, like bringing in live music; there is a difference in terms of the size of the beer (tasting room, 12 oz. beer; lounge, 16-18 oz.).
- Did not see this as an increase in traffic nor anticipate crowds of people.
- There are no plans for a restaurant or kitchen. Food is currently served from a food truck, a local business committed to supporting Sunshine Coast farms. There is a wood-fired pizza oven on the property.
- Also serve non-alcoholic beverages.
- Some of the rules have changed. Capacity used to be assessed by area, and now it is by occupancy numbers.
- The operation fits well within the occupancy threshold, and fits well with the number of parking spots. During the week the lot is not full. Staff manages parking at busy times. When busy, parking overflow goes onto the side roads.
- Sometimes the brewery runs a shuttle to the ferry terminal and lower Gibsons. There is a transit stop at Stewart and North, and a planned increase in public transit services. Clientele also use taxis or carpool to avoid drinking and driving.
- In addition to 80 parking spots, there is a location that could be used for staff parking, in the composting area. If this were a restaurant, 45 parking spots would be required

for this number of people.

In summary, the APC regards the proposed food and beverage service lounge occupancy to be appropriate. The proponent will be continuing to operate as they have been. It is not an increase in the number of people who will be occupying the space.

2. *Is the proposed picnic area capacity of 190 (proposed) or 150 (suggested by SCRD staff) appropriate?*

Comments from APC members included:

- On weekends, there are a lot of children. It is one of the few places you can go on the coast that includes kids. 190 is appropriate. Sometimes people bring two to four kids. You can sit, relax and have a beverage; your kids can play. It is one of the few businesses that allow for the opportunity to go outside as a family and be together.
- Originally there were issues. There has been turnover in the neighbourhood in the last few years. Would recommend this (variance request). There is better policing on Persephone's part; it keeps public perception onboard. There is additional staff to deal with parking.

The APC regards the capacity of 190 as an appropriate number, as it will include children as well as adults. There have been no complaints from neighbours in the last four years.

3. *Is there sufficient on-site parking (80 spaces)?*

The APC considers 80 spaces is sufficient on-site parking. The applicant has provided a math equation in the documents indicating how much parking a restaurant would be required to provide; the applicant is providing almost double that.

4. *Are there any conditions the SCRD should establish to reduce possible impacts on the neighbourhood?*

- The APC recommends that the applicant continue the practice of monitoring the parking. There are signs in place that will be maintained. The conditions in place are proving sufficient due to the lack of complaints in the last four years.
- If the traffic and parking becomes a question of public inconvenience and a safety issue, the SCRD should come back and re-evaluate this.
- The APC recommends that, in order to minimize traffic disruptions, a bus stop be maintained in this area.

Mr. Smith left the meeting at 7:35 pm.

Review of Zoning Bylaw 310 – Electoral Areas B-F

The APC discussed the staff report regarding Review of Zoning Bylaw 310 – Electoral Areas B-F.

There was a consensus that answering all of the questions listed in the consultant's report (contained in the staff report) on the topics of housing diversity, local food production, home based business, and usability of the bylaw would be beyond the scope of this APC meeting. Members focused discussion on the list of questions on housing diversity, as follows:

1. *Should mobile homes and small, pre-fabricated homes be permitted in all residential zones?*

Comments included:

- Don't have small pre-fabricated homes in all residential zones; the look is not conducive with a small home next to a large one.
- Maybe have form and character in association with this.
- A lot of homes are too big. Many people are desperate for somewhere to live. I can't count the number of people who want to camp in my back yard or bring a mobile to live in. Maybe not appropriate next to a large house. Want to see openness to the need for shelter.

2. *What are your thoughts on size requirements for houses? Should there be either a minimum or maximum size requirement?*

Comments included:

- It would depend on the size of lot and on the zoning.
- Currently there is a maximum coverage in the zoning. Do not have a minimum/maximum other than regarding where you are putting it on your property.
- There are places on the Agricultural Land Reserve that have been eaten up with monster houses. No one will be able to afford to buy.
- There should not be a minimum.
- Current permitted coverage of 30% of a lot is fine, unless they apply for a variance, and unless it is more than ½ acre.
- Am opposed to a maximum size in the AG zone, in light of young people not being able to afford a home and where there may be generations living in the same home.
- Have to be able to handle the septic field.
- Would like a maximum size, and that people could apply for a variance.
- The question is difficult to answer without knowing all of the variables.

3. *How should we accommodate secondary housing (i.e. secondary suites within a dwelling and auxiliary or second dwelling) on a property? Should such housing be permitted in any residential zone and property size?*

Comments included:

- It is already happening.
- It is nicer to have secondary housing within the house, as compared to outside the house.
- On medium sized lots, allow secondary suites. Keep auxiliary dwellings to larger lots.
- Bylaw 310 allows a secondary dwelling based on property size; it is appropriate and works well.
- Such housing should be permitted in any residential zone as long as the property can hold it and it is in the regulations. It comes back to septic capacity and parking.

4. *Should the maximum size of an auxiliary dwelling (guest cottage) be increased from 55m<sup>2</sup> (592ft<sup>2</sup>) to 90m<sup>2</sup> (969ft<sup>2</sup>)?*

Comments included:

- It should be increased but they would have to apply for a variance. Add a variance application, with permission from the neighbours.
- You could do the increase of the footprint. If it is 969, you could control that by saying

“on two floors.”

- When you go from 592 to 969, you change from an uncomfortable little house to a complete full-time residence. It would double the living density of the area. It would change what I would look at. It would be potentially a two-storey building; it could have impact on the view. There is a limitation with changing bylaws after people have already built. Suddenly your life changes totally, not what I signed on for. We need to look at alternative ways of providing affordable housing. Right now, you could have density increases throughout the area. It would make more sense to do it near transit and shopping. This shifts the opportunity to owners to sort it out between themselves, a bit messy.
- Near shopping centers is agricultural land in Area E. Areas for increased population are fairly limited in Area E. Some cluster areas were identified for the OCP. Area E was developed backwards; density is near water where the shopping isn't and where there are the smallest properties.
- Allow only on larger lots that the auxiliary dwelling could be made larger; with smaller lots, not so much. Make it proportional.
- In Area E, lots jump from ½ acre to 2.5 acres.
- Don't know if Area E has proper circumstances to encourage that density of housing.
- Think a lot more properties could handle this if they were level, flat; there is plenty of land for this, provided that it doesn't restrict the view corridor.
- Have something that looks at the siting.
- Provide some safeguards/guidelines so they do not impact adversely on neighbours.
- You will get a lot of trees coming down, and more driveways entering the roads. Do we need to disrupt this neighbourhood to have existing housing provide more housing? We have land elsewhere to deal with these things. I live on a steep gravel road going down to the Esplanade; it is dusty. More people would impact that. This is an opportunity to keep things the way they are. This idea is not good for my neighbourhood.
- This place will be the next White Rock. They have to open up more land. Allow a smaller structure for in-laws or parents. 592 is pretty small.

In summary:

- The APC likes the idea of increasing the auxiliary dwelling size, but it is difficult to make this a blanket statement. It will depend on various guidelines and other factors. In certain circumstances, it would be appropriate. Some APC members think this would work, some don't. In some areas there would be significant negative impacts to this policy. In some circumstances it won't work.
- There needs to be a way to determine if this is appropriate; it is case by case. There need to be some safeguards around view corridors, height, siting, not obtrusive.

5. *Should carriage houses (an auxiliary dwelling combined with a garage) be permitted?*

Comments included:

- Yes. It would depend on the situation.
- Would need to have guidelines. Are interested in it.

6. *Apartments are currently permitted in the Residential Multiple zone. However, the current zoning regulation in this zone only allows one unit per 750 square metres. This regulation effectively prevents any form of residential multiple development. Should the regulations be changed to allow townhouses or apartments in this zone?*

Comments included:

- Not apartments. Townhouses perhaps.
- Don't think this applies to Elphinstone. Don't believe that Residential Multiple zones exist within Elphinstone.

7. *How could we increase housing diversity within the Zoning Bylaw?*

Comments included:

- Request clarification of the question.

8. *Do you have any additional thoughts on this topic?*

Comments included:

- Usability of the existing bylaw: have an index; have a handy reference to the bylaw that shows types of zoning in which different uses are allowed.
- We need to create new housing, properly planned, rather than distributing the problem among residential areas that exist.

By general consent, discussion on the remainder of the questions in the consultant report was tabled to next meeting.

The APC discussed interest in and availability to attend the proposed Advisory Committee Summit, scheduled as two meetings to be held in the months of April and May.

- Some APC members would be interested in attending. This would depend on receipt of further information about the sessions, to enhance awareness of what they would be committing to, and proposed dates.
- For those who cannot make the date, how about a questionnaire that can be filled out and submitted?
- Could members attend the meeting electronically?

*A member of the public asked that the SCRD be requested to post the APC agenda on the website, so members of the public coming to the meetings are aware of what is being discussed.*

**NEXT MEETING**      April 25, 2018

**ADJOURNMENT**      8:30 p.m.

**SUNSHINE COAST REGIONAL DISTRICT****AREA F – WEST HOWE SOUND  
ADVISORY PLANNING COMMISSION****February 27, 2018**


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RECOMMENDATIONS FROM THE WEST HOWE SOUND (AREA F) ADVISORY PLANNING COMMISSION MEETING HELD AT ERIC CARDINALL HALL, 930 CHAMBERLIN ROAD, WEST HOWE SOUND, BC

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<b>PRESENT:</b>	Chair	Fred Gazeley
	Members	Bob Small Laura Houle Maura Laverty
<b>ALSO PRESENT:</b>	Director Recording Secretary Public	Ian Winn Diane Corbett 2
<b>REGRETS:</b>	Members	Doug MacLennan
<b>ABSENT:</b>	Members	Susan Fitchell

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**CALL TO ORDER** 7:02 p.m.

**AGENDA** The agenda was adopted as amended:

Nominations for Chair

**NOMINATIONS FOR CHAIR** – as per Bylaw No. 453, Section 8 (i)

Fred Gazeley was elected Chair of the West Howe Sound Advisory Planning Commission by acclamation.

Maura Laverty was elected Vice Chair of the West Howe Sound Advisory Planning Commission by acclamation.

**DELEGATIONS**

Tim Rockford, T & L Rockford Enterprises Ltd., regarding Subdivision Application SD000029 (Rockford) and SCRD Zoning Amendment BL310.177, 2018 (Rockford)

Tim Rockford, T & L Rockford Enterprises Ltd., addressed the APC regarding the background, plans and rationale for related applications to rezone and to subdivide lands for an 18-lot subdivision located in West Howe Sound near Storvold Road, the second phase of the Elphinstone Crossing Estate development. Coincident with an associated application for

subdivision within the ALR for the eastern portion of the lands, discussed at the previous APC meeting, the applicant requested a Zoning Bylaw amendment for the western portion of the lands and a change of the subdivision district from I to G to allow the proposed minimum lot size of 2 hectares.

Mr. Rockford provided poster board displays to accompany his presentation that included a “residential suitability” map from SCRD mapping system (dated 2005/06); current zoning and land use designations; and the proposed development approach.

The following points were noted:

- Consultation with adjacent neighbours and feedback at recent public information meeting: no one had expressed any significant concerns.
- Proposed development aligns with topography and with factors identified in residential suitability map. Discussed rationale regarding proposed development approach; intent to configure the lots to best suit the overall area, and create some lots that could support some medium sized farming.
- Proposal provides a variety of lot sizes suitable for rural residential and agricultural uses.
- Number of lots would not change with subdivision and rezoning.
- Aligned lot layout with Ministry of Transportation and Infrastructure right-of-way.
- Aligned lot sizes with adjacent lots, 2 hectares in size and 60 metres wide.
- Development aimed to reduce stream crossings where feasible.
- Water has proven quality and quantity; a well will be drilled on each lot, rather than installation of a communal water system.
- Applicant plans to move onto one of the lots and wants to create a nice development, his neighbourhood “long term”.
- Large cul-de-sac at Storvold and Cascadia is a hangout out spot with a beautiful view. Applicant open to installing a community amenity such as picnic bench and landscaping.
- In favor of placing a covenant for no further subdivision on title of two larger lots.
- Applicant plans to install a walking trail on Arboretum Drive road allowance to tie into the logging road to the north.
- Will install underground hydro servicing.

APC members thanked the applicant for the presentation.

## **MINUTES**

### West Howe Sound (Area F) Minutes

The West Howe Sound (Area F) APC minutes of January 23, 2018 were approved as amended as follows:

- Page 2 under ALR00009 Application: correct spelling of applicant “Rockford”.

### Minutes

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of January 24, 2017
- Halfmoon Bay (Area B) APC Minutes of January 23, 2017
- Roberts Creek (Area D) APC Minutes of January 15, 2017
- Elphinstone (Area E) APC Minutes of January 24, 2017

- Planning and Community Development Committee Minutes of December 14, 2017 and January 11, 2018

## REPORTS

### Subdivision Application SD000029 (Rockford)

### SCRD Zoning Amendment BL310.177, 2018 (Rockford)

The APC discussed the staff reports regarding Subdivision Application SD000029 (Rockford) and SCRZD Zoning Amendment BL310.177, 2018 (Rockford), located near Storvold Road in West Howe Sound, and directed queries and comments to the applicant.

The following points were noted:

- Importance of the covenant on Lots 12 and 13 for no further subdivision.
- A member took issue with long narrow lots, 60m by 330m. Concern that buildings would have to be located in the middle of the lot due to 20m setbacks. Rural Residential allows uses that might require having buildings for such uses as home occupation, nursery, and retreat centre; because of the topography and streams, lots of Development Permits are required. Support for having density closer to the highway on the lower portion rather than on the hillside; having the 10-acre lots on the upper area is a better lot shape.
- Another member thought the width of the uphill lots was adequate.
- Another thought having the larger portions lower and closer to the highway made sense.
- Agricultural capability of the land was discussed.
- "Smart Growth" versus sprawl was discussed.
- Question as to the adequacy of the 100-metre notification area in this case.

### **Recommendation No. 1** *Subdivision Application SD000029 (Rockford) and SCRZD Zoning Amendment BL310.177, 2018 (Rockford)*

The APC recommended that Subdivision Application SD000029 (Rockford) and SCRZD Zoning Amendment BL310.177, 2018 (Rockford) be supported for the following reasons:

- Support a covenant on Lots 12 and 13 to restrict subdivision of the larger agricultural lots;
- support the proposed sizes of the lots;
- support extending development in Area F towards Port Mellon.

### **Recommendation No. 2** *Request for Electoral Area References in Recommendations*

The APC recommended that all Recommendations in the Planning and Community Development Committee minutes make reference to the Electoral Area to which they apply.

### **Recommendation No. 3** *Request regarding Maps in Staff Reports*

The APC recommended that, to help the APC understand the measurement of lots and make better decisions, SCRZD staff be requested to provide colored, higher quality maps when maps are included in the staff reports, or to forward to the APC meeting a larger colored map to support APC discussions on the staff report.



**DIRECTOR'S REPORT**

Director Ian Winn gave his report.

**NEXT MEETING**      **March 27**

**ADJOURNMENT**      8:57 p.m.

## SUNSHINE COAST REGIONAL DISTRICT

### AREA F – WEST HOWE SOUND ADVISORY PLANNING COMMISSION

March 27, 2018

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RECOMMENDATIONS FROM THE WEST HOWE SOUND (AREA F) ADVISORY PLANNING COMMISSION MEETING HELD AT ERIC CARDINALL HALL, 930 CHAMBERLIN ROAD, WEST HOWE SOUND, BC

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<b>PRESENT:</b>	Chair	Fred Gazeley
	Members	Maura Laverty Laura Houle Doug MacLennan
<b>ALSO PRESENT:</b>	Director, Electoral Area F Recording Secretary DVP00029 Applicant	Ian Winn Diane Corbett Brian Smith
<b>REGRETS:</b>	Members	Susan Fitchett Bob Small
	Alternate Director, Electoral Area F	Kate-Louise Stamford

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**CALL TO ORDER** 7:00 p.m.

**AGENDA** The agenda was adopted as presented.

#### DELEGATIONS

Brian Smith, Persephone Brewing Company, regarding Development Variance Permit DVP00029 and LCLB Endorsements

Mr. Brian Smith of Persephone Brewing Company (PDC), applicant, responded to APC member inquiries and comments regarding Development Variance Permit DVP00029 and LCLB Endorsements.

#### MINUTES

The West Howe Sound (Area F) Advisory Planning Commission minutes of February 27, 2018 were approved as circulated.

Minutes received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of February 28, 2018
- Halfmoon Bay (Area B) APC Minutes of February 27, 2018
- Planning and Community Development Committee Minutes of February 8, 2018

## REPORTS

### Development Variance Application DVP00029 & LCBC Endorsement – Electoral Area F (Persephone Brewing Company)

The APC discussed the staff report regarding Development Variance Application DVP00029 & LCBC Endorsement – Electoral Area F (Persephone Brewing Company).

The applicant noted that:

- Occupancy numbers requested for the picnic area variance and lounge license are below the numbers of the ALC.
- Usually Persephone Brewery holds one big event a year in August, with other events in other locations. A lot of other organizations host events at the site, in the range of occupancy at 150 to 190 maximum.
- Rationale around occupancy of 190 as maximum requested for picnic area: based on observations over the last 4.5 years; good balance with 80 parking spaces; no desire to increase parking spaces due to preference to farm the land. There appeared to be a good balance in terms of the neighbours, customers and agricultural use.
- Explained that the 190 occupancy request was suitable for the rural area; the 30 person rate from the LCLB was an arbitrary number recently set, mainly applicable to urban settings, and open to requests for variance. The picnic area previously was regulated relative to a square footage area, not by occupancy numbers. Applicant indicated that in the picnic area the 190-person occupancy would apply all the time; in practice, this would be mainly in sunny weather on Saturday and Sunday.
- The tasting room has been at an occupancy of 65 since its beginning, based on fire inspection and safety. Some of the regulations are more recent. Persephone does not treat the outdoor area as a lounge area; only in the indoor tasting room is lounge service being considered. There are two areas: a picnic area outside and the indoor tasting area. People take their own drinks outside to the picnic area, where there is no table service.
- Regarding its ALC non-farm use application, Persephone would start growing barley this spring to be in compliance with ALC regulations by December 2018.
- Discussed current ALC policy on breweries.

Members addressed questions from the staff report as follows:

*1. Is the proposed food and beverage service lounge seating/ occupancy appropriate?*

- There appeared to be consensus of APC members that the proposed food and beverage service lounge seating/ occupancy was appropriate, as no objections were expressed.

*2. Is there sufficient on-site parking (80 spaces)?*

- Members thought there was sufficient parking on-site.
- Question about spaces for staff parking. Applicant noted most staff walk or ride; staff could park in the compost area adjacent to farm vehicles.
- Comment that one of the biggest issues of the neighbours was parking, and now that

has been fixed.

3. *Is the proposed picnic area capacity of 190 (proposed) or 150 (suggested by SCRD staff) appropriate?*

- One member remarked that the 190-person occupancy request for the picnic area felt like a good number balancing the 80 parking spaces.
- One member expressed concern about the request to jump from LCLB's 30 persons for the picnic area to 190.
- One member thought 190 was high, and proposed not allowing a large picnic area and that 30 people is reasonable on a farm.
- Three members thought 190 was acceptable; it was noted that 190 was under the thresholds of the ALC.

4. *Are there any conditions the SCRD should establish to reduce possible impacts on the neighbourhood?*

- Comment that applicant appears to be doing everything they can do to address issues: ending events at 9:00 pm; working with neighbours; having staff control the parking.
- Lobby to install a traffic light at Stewart Road and North Road.
- Limit hours of operation as per current hours, i.e., no later than 9:00 pm.
- Minimize light pollution to neighbours at night by requiring special ("dark skies") lighting on site (lighting that is directed downwards).

The following additional points were noted:

- Discussion on the regulatory processes regarding the related applications to the SCRD, Agricultural Land Commission (ALC) and BC Liquor Control and Licensing Branch (LCLB).
- Concern about limited consultation area; recommendation to expand consultation area beyond 100 m from property, to from North to Reed to Chamberlin.
- Water treatment and reuse and reducing the odour – It was noted that if the effluent water were not re-used for irrigation, the odour of yeast would not be a problem.
- Concern about possible future use of the facility upon sale of the property if the zoning changes enable a larger facility with different activities. Discussion about applying restrictions, being prescriptive, definitive. Live sporting events were an example of an activity for which it would be difficult to curtail noise.
- Question regarding whether the variance could say "will not be operated as a 'pub'".

The Chair thanked the applicant for attending the meeting.

SCRD Zoning Bylaw Amendment No. 310.178, 2018 – Plowden Eco Lodge

The APC discussed the staff report regarding SCRD Zoning Bylaw Amendment No. 310.178, 2018 – Plowden Eco Lodge.

The following points were made:

- Support for ecotourism and the proposal.
- Comments on proposed types of structures
- The site has high visibility; likely it would not be logged and thus likely not a problem to remove from Private Managed Forest Lands. Its removal would subsequently require the owner to pay a higher property tax rate to the Province.
- Colour maps – It was noted that a request was made at the previous meeting that colour maps accompany staff reports, or a large coloured map be provided, to assist in discussion, as the small grey scale maps in the reports often could be challenging to read or comprehend.

**Recommendation No. 1** *SCRD Zoning Bylaw Amendment No. 310.178, 2018 – Plowden Eco Lodge*

The West Howe Sound APC recommended that SCRD Zoning Bylaw Amendment No. 310.178, 2018 – Plowden Eco Lodge be supported for the following reasons:

- Support the direction towards ecotourism.
- It should not be difficult to remove the land from Private Managed Forest Lands as the property has high visibility and likely would not be logged.
- Support for the SCRD staff suggestion to narrow the scale and uses of the C3 zoning “by setting special provisions tailored to the proposed development for the site”, as described in the staff report (middle of page 66 of the agenda).

Review of Zoning Bylaw 310 – Electoral Areas B-F

The APC discussed the staff report regarding Review of Zoning Bylaw 310 – Electoral Areas B-F.

Points from discussion included:

- SCRD should continue to do orientation training for new APC members, to review bylaws, Official Community Plans, conflict of interest and so on.
- Advisory Summit:
  - There was a consensus that Saturday likely would be the most suitable day of the week to meet. The SCRD is encouraged to take into account the upcoming weekend events, such as Earth Day, in the planning for the Summit. Mid-April was suggested. Member commitment to attend would depend on the date.
- Proposed specific learning topics:
  - Review of the bylaw.
  - Difference between regional planning and rural planning.
- Housing diversity:
  - It was agreed there should be housing diversity.
  - Regarding proposed increase in densification:
    - Concern that increasing density will be controversial.

- SCRD is rural by nature. To increase density, if you believe in Smart Growth, the town centres are where multifamily should be – in Gibsons and Sechelt.
- Langdale and Roberts Creek OCPs also have areas proposed for increased density near a “core” area.
- Local food production:
  - Size of setbacks in the AG zone (Bylaw 310, pages 102-103): some of the setbacks are too big, especially if you are in the AG zone and all the properties around you are in the AG zone. Some would require constructing buildings in the centre section of the property. Why such a big setback? It would make sense if the property were beside residential.
- Home based business:
  - How would small-scale assembly home occupations (agenda page 86, bullet 1) be supported? Give examples.

The Chair urged members to review the staff and consultant reports and attend the workshops.

### **DIRECTOR’S REPORT**

The Director’s report was received.

**NEXT MEETING**      April 24, 2018

**ADJOURNMENT**      9:05 p.m.

MASTER FILE COPY



March 13, 2018

Chair Bruce Milne  
Sunshine Coast Regional District  
1975 Field Road  
Sechelt, BC V0N 3A1



Dear Chair Milne:

**Re: 2017 Resolutions**

Please find attached the Agricultural Land Commission response to the 2017 resolution put forward by your Board and endorsed by the UBCM membership at Convention.

I trust this information will be of assistance to you. Please feel free to contact Jamee Justason, UBCM Information & Resolutions Coordinator with any questions.

Tel: 604-270-8226 ext. 100 Email: [jjustason@ubcm.ca](mailto:jjustason@ubcm.ca)

Sincerely,

A handwritten signature in black ink that reads "Wendy Booth".

Wendy Booth  
President

*Enclosure*

## **2017 B101 Policy on Breweries, Distilleries & Meaderies**

**Sunshine Coast RD**

Whereas an inequity exists between Agricultural Land Commission rules that apply to breweries, distilleries and meaderies under Policy L-21 vs. wineries and cideries under Policy L-03 which impede the economic growth, agricultural production and agri-tourism opportunities in rural communities;

And whereas Agricultural Land Commission Policy L-21 requires that at least 50% of products for breweries, distilleries and meaderies be grown on site:

Therefore be it resolved that the Ministry of Agriculture and the Agricultural Land Commission be requested to revise the Agricultural Land Reserve Use, Subdivision and Procedure Regulation to allow breweries, distilleries and meaderies to contract with another BC grower to meet the 50% farm product requirement.

**Convention Decision:                      Endorsed**

### **Provincial Response**

#### ***Ministry of Agriculture***

*The Agricultural Land Reserve Use, Subdivision and Procedure Regulation (ALRUSPR) has been amended to provide parity for breweries, distilleries and meaderies.*

*Under the ALRUSPR breweries, meaderies and distilleries can now contract with another BC grower to meet the 50% farm product requirement provided the farm on which the brewery, meadery or distillery is located is at least two hectares and producing primary farm product.*

*These amendments to the ALRUSPR address the requests from industry and local governments for equality under the regulations and ensures that farming remain an integral part of the operation on the ALR.*

### **Other Response**

#### ***Agricultural Land Commission***

*The province has already amended the ALC Regulation #171/2002 to provide flexibility for breweries, cideries and distilleries to meet the 50% farm input processing threshold, similar to wineries and cideries (as per attached Order in Council 432).*





Pamela Goldsmith-Jones

 Member of Parliament  
 West Vancouver - Sunshine Coast - Sea to Sky Country

March 22, 2018

The Honourable Dominic LeBlanc, P.C., M.P.  
 Minister of Fisheries, Oceans and Canadian Coast Guard  
 House of Commons  
 Centre Block, Suite 420-N  
 Ottawa, ON  
 K1A 0A6



Dear Minister LeBlanc,

Thank you for your ongoing commitment to the protection of our oceans, lakes and rivers. I am thrilled to be participating in the discussion of the Fisheries Act to restore lost protections.

On the southern Sunshine Coast, one of the devastating cuts of the previous government was the closure of the DFO office. As a result, there is an absence of enforcement by DFO which is causing serious concern for the community. In the past, the DFO officer stationed in Pender Harbour (Lower Sunshine Coast) responded to calls from Sechelt and Gibsons within an hour. As a result of cutbacks, the nearest officer is now in Powell River (Upper Sunshine Coast) and response times have increased significantly. Depending on where the vessel is at any given time, it can take up to four hours to get to Sechelt. Mostly, response is simply not available.

Today, poaching is going undetected. The poaching is mostly crab and shrimp and some shellfish like clams, and has gotten so bad that in some areas there is barely any crab left. When the community attempts to address the situation by calling a DFO officer, they are unable to arrive in a timely manner allowing the poachers' illegal activities to continue. Our community feels it is their responsibility as citizens to be the eyes and ears on the Sunshine Coast and report poaching activities to the proper authorities, and we are becoming increasingly frustrated.

.../2

I would ask that within the significant investments in the Department of Fisheries and Oceans is making, there be provision of a fisheries officer in Pender Harbour.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, reading "P. Goldsmith-Jones" with a stylized flourish at the end.

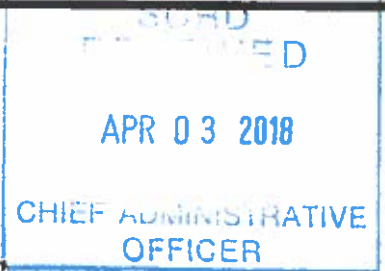
Pamela Goldsmith-Jones, M.P.

*West Vancouver-Sunshine Coast-Sea to Sky Country*

Cc: Terry Beech, Parliamentary Secretary to the  
Minister of Fisheries, Oceans and Canadian Coast Guard  
Mayor Bruce Milne, District of Sechelt  
Mayor Wayne Rowe, Town of Gibsons  
Director Ian Winn, Sunshine Coast Regional District  
Director Frank Mauro, Sunshine Coast Regional District  
Mike McCarthy, Sechelt Inlet Crabbing Group  
Dave Burnett, Chapman Creek Hatchery  
Rob Rowe  
Dave Sanford  
Chuck Gould

Susan Hunt

**Subject:** FW: Letter to Minister McKenna  
**Attachments:** Letter to Minister McKenna re- BURNCO.pdf



**From:** Pam.Goldsmith-Jones.A3@parl.gc.ca [mailto:Pam.Goldsmith-Jones.A3@parl.gc.ca]  
**Sent:** Tuesday, April 03, 2018 10:34 AM  
**To:** SCRD General Inquiries <info@scrd.ca>  
**Subject:** Letter to Minister McKenna

Dear Janette,

Thank you for forwarding a copy of your letter regarding the BURNCO Rock Products to our office. Please find attached to this email a copy of the letter Member of Parliament Pamela Goldsmith-Jones sent to Minister McKenna regarding the importance of Howe Sound, as it pertains to the BURNCO Aggregate Mine Proposal.

Sincerely,

Diana Ebadi



**Office of Pamela Goldsmith-Jones**

**Member of Parliament**

West Vancouver-Sunshine Coast-Sea to Sky Country

Parliamentary Secretary to the Minister of International Trade

Room 583, Confederation Building

Ottawa, ON K1A 0A6

Tel. 613.947.4617

[pam.goldsmith-jones@parl.gc.ca](mailto:pam.goldsmith-jones@parl.gc.ca)

Website: <http://pgoldsmithjones.ca/>

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February 27, 2018

The Honourable Catherine McKenna, P.C., M.P.  
Minister of Environment and Climate Change  
House of Commons  
Centre Block, Suite 433-C  
Ottawa, Ontario  
K1A 0A6

Dear Minister McKenna,

I want to thank you for your ongoing efforts to protect and preserve Canada's pristine natural environment for future generations.

I write to you today regarding the Burnco Aggregate Mine proposal in McNab Valley. I have received thousands of emails from concerned constituents, which does not surprise me given the environmental stewardship of citizens of Howe Sound, as well as its biodiversity and natural beauty. Our community has indicated their strong support for Howe Sound to become a UNESCO Biosphere Region Designation. The use of Howe Sound for this type of industry is inconsistent with this vision, and will have deleterious effects on McNab Creek and critical salmon spawning habitat.

Thank you for your consideration to this important matter.

Sincerely,



Pamela Goldsmith-Jones, M.P.  
*West Vancouver-Sunshine Coast-Sea to Sky Country*

**Susan Hunt**

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**Subject:** FW: Gospel Rock Development as it affects Regional District E on the Sunshine Coast



**From:** Gayle Neilson [mailto:gneilson8@gmail.com]

**Sent:** Monday, April 02, 2018 2:26 PM

**To:** [claire.trevena.MLA@leg.bc.ca](mailto:claire.trevena.MLA@leg.bc.ca); [selina.robinson.MLA@leg.bc.ca](mailto:selina.robinson.MLA@leg.bc.ca)

**Cc:** Nicholas Simons <[Nicholas.Simons.MLA@leg.bc.ca](mailto:Nicholas.Simons.MLA@leg.bc.ca)>; SCRD General Inquiries <[info@scrd.ca](mailto:info@scrd.ca)>; Town of Gibsons Mayor and Council <[slwilliams@gibsons.ca](mailto:slwilliams@gibsons.ca)>; [Don.Legault@gov.bc.ca](mailto:Don.Legault@gov.bc.ca)

**Subject:** Gospel Rock Development as it affects Regional District E on the Sunshine Coast

Dear Hon. Selina Robinson, [selina.robinson.MLA@leg.bc.ca](mailto:selina.robinson.MLA@leg.bc.ca) and Hon. Claire Trevena, [claire.trevena.MLA@leg.bc.ca](mailto:claire.trevena.MLA@leg.bc.ca)

Elphinstone Community Association on the Sunshine Coast has grave concerns about the road access to the proposed Gospel Rock Development in the town of Gibsons. At present the only planned access to this large proposed development would be through the Regional District of Elphinstone (along Chaster Road and out onto Pratt Road) which is unacceptable to the residents of Area E.

The SCRD has requested that the Town of Gibsons build access to Gospel Rock before development permits are issued and we feel that is an absolute minimum for this large development. We enjoy living in a semi-rural area with a school, family neighbourhoods, and many farms and residents here already face an increasing amount of traffic racing along Pratt Road.

The existing proposal would create a real problem for residents of Pratt Road and Chaster Road, beginning with a mass of construction traffic pouring through the neighbourhood. Other roads in our area will be impacted as well and since we are in a Regional District, road maintenance falls to the province. We are sure that you will have concerns about the prospect of several hundred additional vehicles pouring out from Chaster onto Pratt Road for which you have responsibility.

At a meeting in August 2017 on this subject, nearly 100 people from our area attended and unanimously agreed that this plan, with its sole access through Area E, is unacceptable. Many residents spoke vehemently against the plan and a petition quickly garnered 233 signatures from local residents.

We thank you for your willingness to consider this matter and trust you will be able to help resolve it.

Sincerely,

Faye Kiewitz,

Chair, Elphinstone Community Association

gn acting secretary

cc Nicholas Simons, [nicholas.simons.mla@leg.bc.ca](mailto:nicholas.simons.mla@leg.bc.ca)  
Mayor and Council of Gibsons [slwilliams@gibsons.ca](mailto:slwilliams@gibsons.ca)  
Don Legault, [Don.Legault@gov.bc.ca](mailto:Don.Legault@gov.bc.ca)  
SCRD Directors, [info@scrd.ca](mailto:info@scrd.ca)

--

Gayle Neilson  
[604-886-3936](tel:604-886-3936)

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This email was scanned by Bitdefender



April 6, 2018

File No: Tetrahedron Park/Chapman Lake

**VIA EMAIL**

Janette Loveys  
Chief Administration Officer  
Sunshine Coast Regional District  
1975 Field Road  
Sechelt, BC V0N 3A1

Dear Ms. Loveys:

**RE: Tetrahedron Park – Sunshine Coast Regional District Community Water Supply**

BC Parks is preparing to initiate a public consultation process on options to enable the province to consider a permit to authorize the Sunshine Coast Regional District's proposed Chapman Lake water supply expansion project. This public consultation process addresses a commitment from the approved Tetrahedron Park management plan (1997):

*"Where regional water supply improvements are proposed within the park, an impact assessment and comprehensive public consultation process will be developed. . . [a] number of designation options will be prepared and a decision will be sought that will enable BC Parks to authorize the SCRD to enhance and manage the Chapman/Gray Creek watersheds within the park for future population needs. A public consultation process to review any options proposed by government that may affect the existing park status will be implemented."*

BC Parks has explored options to implement the direction in the management plan. Two options identified are: 1) cancelling the Class A park designation under the *Protected Areas of British Columbia Act* and re-establishing the lands as a protected area under the *Environment and Land Use Act* with the necessary powers to authorize community water supply infrastructure upgrades; or 2) deleting an area totaling approximately 130 hectares containing Chapman and Edwards lakes from Tetrahedron Park and re-establishing those lands as a protected area under the *Environment and Land Use Act* with the necessary powers to authorize community water supply infrastructure upgrades. Both options will require an act of the legislature.

As a first step, we will be initiating engagement with shíshálh Nation and Squamish Nation. Following that, we are preparing to hold a public open house in the Sechelt community which will launch a 30-day period during which the public will be able to provide their comments on the options presented.

We are proposing to launch the public consultation process no later than May 2018 and intend to bring forward a recommendation for the Minister's consideration in the summer of 2018.

Sincerely,

A handwritten signature in dark ink, appearing to read 'J. Aikman', with a long horizontal flourish extending to the right.

Jennie Aikman  
Regional Director

Cc: Jim Standen, Assistant Deputy Minister, BC Parks and Conservation Officer Service  
Ken Morrison, Manager, Planning and Land Administration Section  
Vicki Haberl, Planning Section Head  
Rod Dalziel, Area Supervisor