



# PLANNING AND COMMUNITY DEVELOPMENT COMMITTEE

Thursday, March 8, 2018  
SCRD Boardroom, 1975 Field Road, Sechelt, B.C.

## AMENDED AGENDA

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

### AGENDA

1. Adoption of Agenda

### PETITIONS AND DELEGATIONS

### REPORTS

2. Manager, Utility Services, Special Projects – Regional Groundwater Task Force  
- Consultation Report  
**(Voting – A, B, D, E, F, Sechelt)**                      Annex A  
pp 1 – 24
3. Manager, Planning and Development – Keats Island Park Dedication Update  
District Lot 696  
**(Community Parks Service) (Voting – A, B, D, E, F)**                      Annex B  
pp 25 – 27
4. Senior Planner – OCP Amendments to Support Housing Densification -  
Analysis of Public Consultation Input and Considerations for Second Reading  
**(Rural Planning Service) (Voting – A, B, D, E, F)**                      Annex C  
pp 28 – 69
5. Senior Planner – Short Term Rental Policy Options  
**(Rural Planning Service) (Voting – A, B, D, E, F)**                      Annex D  
pp 70 – 102
6. Senior Planner – District of Sechelt Referral - OCP Amendment 3370-20 2018-  
01 (Apartment Building)  
**(Regional Planning Service) (Voting – All)**                      Annex E  
pp 103 – 117
7. Planner – Provincial Referral # 98713150-001 for Intertidal Roadway to  
Turnagain Island – Electoral Area B  
**Electoral Area B (Rural Planning Service) (Voting – A, B, D, E, F)**                      Annex F  
pp 118 – 123  
  
→**INSERT Attachment A – Provincial Referral Package 98713150 - 001**                      →**INSERT**  
pp 123a - q
8. Agricultural Advisory Committee Minutes of January 23, 2018  
**(Rural Planning Service) (Voting – A, B, D, E, F)**                      Annex G  
pp 124 – 126

### COMMUNICATIONS

9. Hon. Claire Trevena, Minister, Ministry of Transportation and Infrastructure,  
dated January 25, 2018                      Annex H  
Regarding UBCM Meeting Thank you.                      pp 127 – 128

10. Kevin Jardine, Associate Deputy Minister, BC Environmental Assessment Office, dated February 28, 2018  
Regarding Environmental Assessment Office reply to SCRD Comments on Environmental Assessment process for the BURNCO project.

Annex I  
pp 129 – 132

**IN CAMERA**

**ADJOURNMENT**



# Crown Land Tenure Application

Tracking Number: 100218350

## Application Information

If approved, will the authorization be issued to an Individual or Company/Organization? Company/Organization

What is your relationship to the company/organization? Board Member

## APPLICANT COMPANY/ORGANIZATION CONTACT INFORMATION

Applicant is an Individual or an Organization to whom this authorization Permit/Tenure/Licence will be issued, if approved.

**Name:** Woodland Investments Ltd.

**Doing Business As:**

**Phone:** 604-737-1312

**Fax:**

**Email:** michael@dragonwood.ca

**BC Incorporation Number:**

**Extra Provincial Inc. No:**

**Society Number:**

**GST Registration Number:**

**Contact Name:** Michael Givton

**Mailing Address:** 601-1401 West Broadway  
Vancouver BC V6H1H6

## CO-APPLICANTS

In addition to the principal applicant, Co-applicant(s) is an Individual(s) or a Company/Organization(s) who wish to be listed as the Tenure holder(s).

**Are there co-applicants for this application?** Yes

**Co-applicants who are Organizations must consent to providing their name, address and phone number and Individuals must consent to providing their name and email address. Do you have permission from the co-applicants to enter their personal information?** Yes

You have indicated earlier in the application that there is one or more co-applicant. Please add each co-applicant by clicking on the 'Add Individual' or 'Add Organization' button below depending if the co-applicant is an individual or an organization. Due to Freedom of Information and Protection of Privacy Act regulations you are only able to enter the name and email address for an individual.

**Name:** West Coast Hardwood

**Doing Business As:**

**Phone:** 604-987-0600

**Fax:**

**Email:**

**BC Incorporation Number:**

**Extra Provincial Inc. No:**

**Society Number:**

**GST Registration Number:**

**Mailing Address:** 86666 PO Box  
North Vancouver BC V7L 4L2

## ELIGIBILITY

Question	Answer	Warning
Do all applicants and co-applicants meet the eligibility criteria for the appropriate category as listed below?	Yes	

Applicants and/or co-applicants who are Individuals must:

1. be 19 years of age or older and
2. must be Canadian citizens or permanent residents of Canada. (Except if you are applying for a Private Moorage)

Applicants and/or co-applicants who are Organizations must either:

1. be incorporated or registered in British Columbia (Corporations also include registered partnerships, cooperatives, and non-profit societies which are formed under the relevant Provincial statutes) or
2. First Nations who can apply through Band corporations or Indian Band and Tribal Councils (Band or Tribal Councils require a Band Council Resolution).

## TECHNICAL INFORMATION

Please provide us with the following general information about you and your application:

### EXISTING TENURE DETAILS

Do you hold another Crown Land Tenure? No

### ALL SEASONS RESORTS

The All Seasons Resorts Program serves to support the development of Alpine Ski and non-ski resorts on Crown land. For more detailed information on this program please see the operational policy and if you have further questions please contact FrontCounter BC.

Are you applying within an alpine ski resort? No

### WHAT IS YOUR INTENDED USE OF CROWN LAND?

Use the "Add Purpose" button to select a proposed land use from the drop down menu.

If you wish to use Crown land for a short term, low impact activity you may not need to apply for tenure, you may be authorized under the Permissions policy or Private Moorage policy.

To determine if your use is permissible under the Land Act please refer to either the Land Use Policy - Permissions or Land Use Policy - Private Moorage located here.

Purpose	Tenure	Period
<b>Roads</b> Low tide roadway to private residences on Turnagain Island	Licence of Occupation	More than thirty years

### ACCESS TO CROWN LAND

Please describe how you plan to access your proposed crown land from the closest public road:

The owners of the North lot on Turnagain Island, West Coast Hardwood Ltd. and Woodland Investments Ltd., are the owners of a registered easement and right of way to drive down a private road from Mercer Road to the low tide roadway. The easement was registered on July 3, 1997, under registration number BL234229. The easement is over the land legally described as PID 015-065-715, DL 4539 Group 1 NWD Except Part in Plan 22523.

### ROADS

Applications are accepted for public and private road development that service Crown land and private parcels. It also includes public road allowances under Section 79 and 80 of the Land Act; roads within Crown land subdivisions; and dedications under the Land Title Act Section 102 and 107 of titled lands.

Note - In the case of industrial roads associated with Clean Energy Projects, and located within the Provincial Forest, an authorization may be applied for here under the Land Act or applied for through the Provincial Forest Use Regulation, Forest Practices Code Act by a Special Use Permit.

**Specific Purpose:** Low tide roadway to private residences on Turnagain Island  
**Period:** More than thirty years

Tenure:

Licence of Occupation

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#### **TOTAL APPLICATION AREA**

Please give us some information on the size of the area you are applying for.

**Specify Length:** 28 meters

**Specify Width:** 6 meters

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#### **ROAD ACCESS**

**Do you have a safety reason to exclude the public from this road?** No

**Does the road access a subdivision, and will become a publicly maintained road?** No

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#### **IMPORTANT CONSIDERATIONS**

Selecting yes to any of the following questions may indicate that you will require further or additional authorizations under the Land Act or other legislation.

**Is this road related to a Clean Energy project?** No

**Is this related to a forest service road or a logging road?** No

**Will this road connect to a public road?** No

**Will you need fill material to construct this road?** No

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#### **ADDITIONAL QUESTIONS**

In many cases you might require other authorizations or permits in order to complete your project. In order to make that determination and point you in the right direction please answer the questions below. In addition, your application may be referred to other agencies for comments.

**Is the Applicant or any Co-Applicant or their Spouse(s) an employee of the Provincial Government of British Columbia?** No

**Are you planning to cut timber on the Crown Land you are applying for?** No

**Are you planning to use an open fire to burn timber or other materials?** No

**Do you want to transport heavy equipment or materials on an existing forest road?** No

**Are you planning to work in or around water?** No

**Does your operation fall within a park area?** No

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#### **LOCATION INFORMATION**

#### **LAND DETAILS**

Please provide information on the location and shape of your Crown land application area. You can use one or more of the tools provided.

☒ I will upload a PDF, JPG or other digital file(s)

#### MAP FILES

Your PDF, JPG or other digital file must show your application area in relation to nearby communities, highways, railways or other land marks.

Description	Filename	Purpose
Map of Turnagain Island and area showing approximate location of low tide road and registered easement	IMG_33F43775BF02-1.jpeg	Roads

#### ATTACHED DOCUMENTS

Document Type	Description	Filename
General Location Map	Map of Turnagain Island and area showing location of low tide road and easement	IMG_33F43775BF02-1.jpeg
Management Plan	Management Plan	management plan - roadway.pdf
Site Plan	This is not an official site plan, as we have not hired a surveyor. Instead it is a satellite image of the area with the road and measurements marked. If an official site plan is required, we will hire a surveyor.	IMG_28EF144E96A5-1.jpeg

#### PRIVACY DECLARATION

☒ Check here to indicate that you have read and agree to the privacy declaration stated above.

#### REFERRAL INFORMATION

Some applications may also be passed on to other agencies, ministries or other affected parties for referral or consultation purposes. A referral or notification is necessary when the approval of your application might affect someone else's rights or resources or those of the citizens of BC. An example of someone who could receive your application for referral purposes is a habitat officer who looks after the fish and wildlife in the area of your application. This does not apply to all applications and is done only when required.

Please enter contact information below for the person who would best answer questions about your application that may arise from anyone who received a referral or notification.

**Company / Organization:** Woodland Investments Ltd.  
**Contact Name:** Michael Givton  
**Contact Address:** 601-1401 West Broadway  
Vancouver BC V6H1H6  
**Contact Phone:** 604-737-1312  
**Contact Email:** michael@dragonwood.ca

☒ I hereby consent to the disclosure of the information contained in this application to other agencies, government ministries or other affected parties for referral or First Nation consultation purposes.

#### SIGNATURES

#### CO-APPLICANTS

You will have to obtain approval from all co-applicants before you can proceed with your application. Please select one option for each.

Name	Status of Signature Request
West Coast Hardwood	Email sent - no response, Declaration Form uploaded

**IMPORTANT NOTICES**

- Once you click 'Next' the application will be locked down and you will NOT be able to edit it any more.

**DECLARATION**

☒ By submitting this application form, I, declare that the information contained on this form is complete and accurate.

**OTHER INFORMATION**

Is there any other information you would like us to know?

This is a road that has been used for personal, private use of the owners of the homes on Turnagain Island for many decades. We are not asking for any changes or work to be done. If this road is no longer allowed to be used, the disabled owners of the Turnagain Island residences will have great difficulty getting to their homes. Please take this into consideration when reviewing our application. Thank you!

**APPLICATION AND ASSOCIATED FEES**

Item	Amount	Taxes	Total	Outstanding Balance
Crown Land Tenure Application Fee	\$250.00	GST @ 5%: \$12.50	\$262.50	\$0.00

**OFFICE**

Office to submit application to: Surrey

**PROJECT INFORMATION**

Is this application for an activity or project which requires more than one natural resource authorization from the Province of BC? No

**APPLICANT SIGNATURE**

Applicant Signature

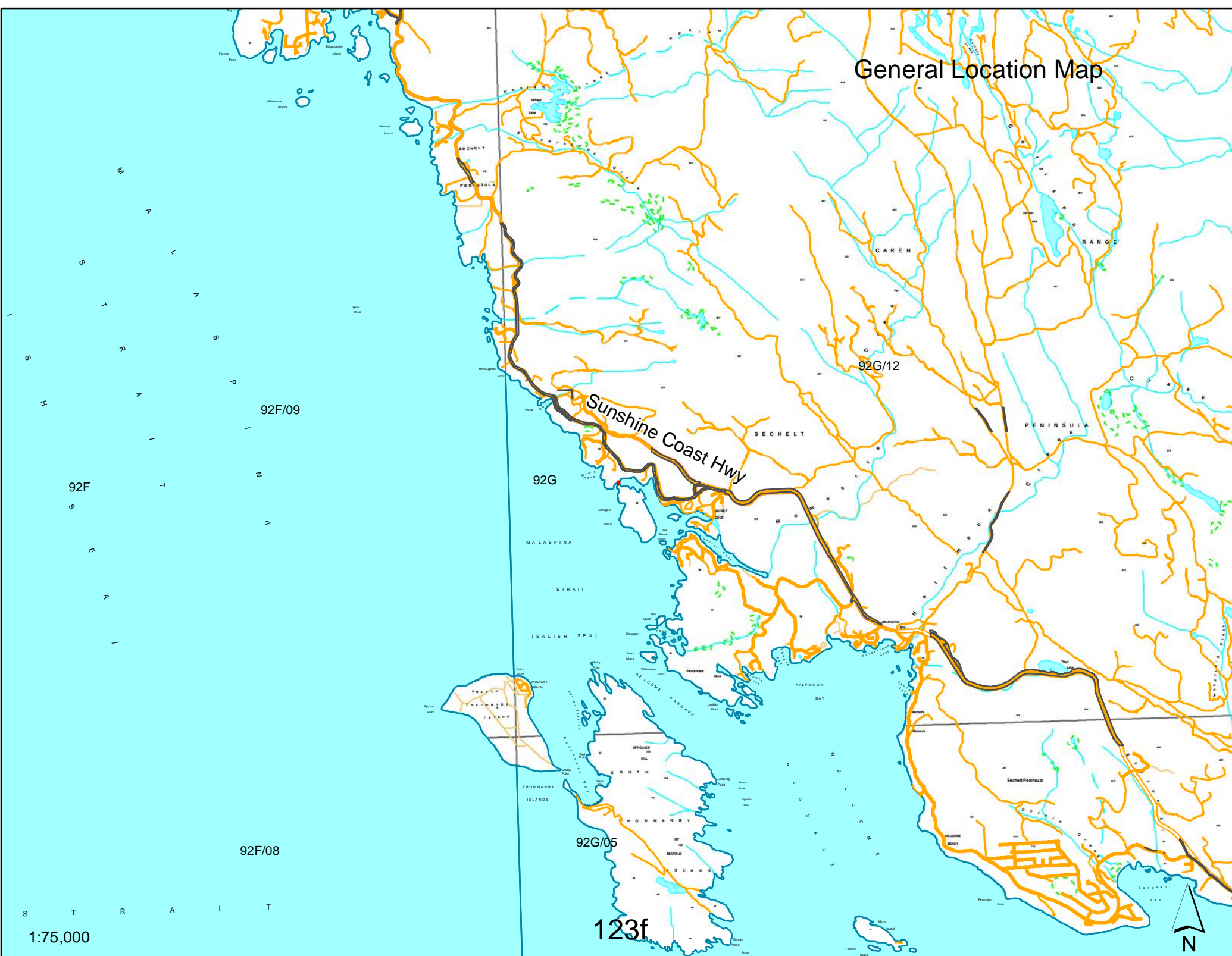
Date

**OFFICE USE ONLY**

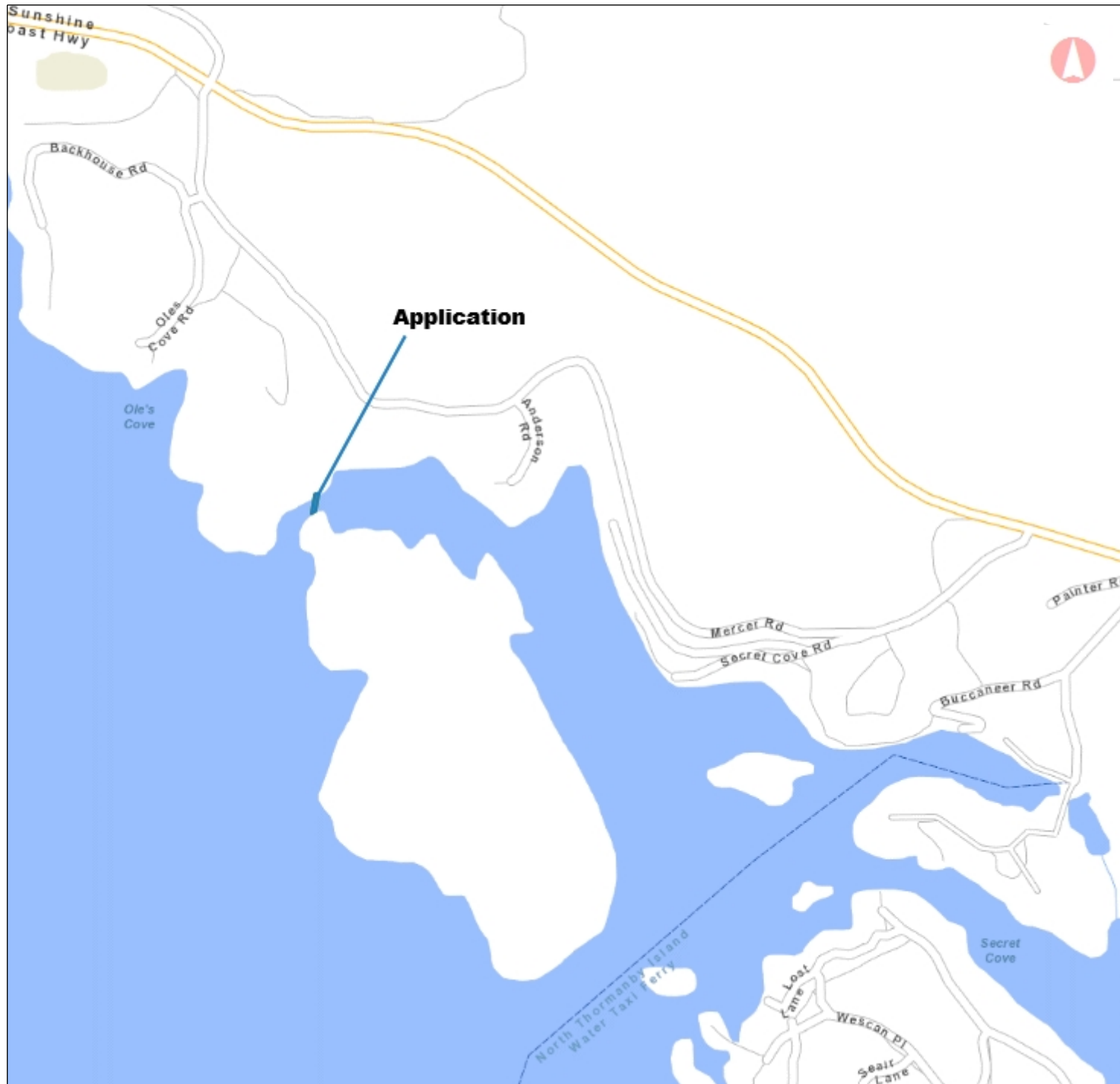
Office Surrey	File Number 2411984	Project Number 261598
	Disposition ID 931306	Client Number 292181



# General Location Map





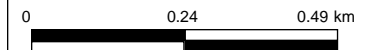


iMapBC Mapping

### Legend

- Indian Reserves including B Outlined
- Indian Reserves including B Filled

TileCache  
General Location Map  
Land Application  
File #2411984



1: 12,000

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Datum: NAD83

Projection: NAD\_1983\_BC\_Environment\_Albers

### Key Map of British Columbia



# Management Plan

Please describe the details of your project to the extent known. Consult the guidance document for further information on regulatory requirements, rational for why the information is required, and how to find required information.

The scope and the timing for response will be provided. If information is requested and not received, it may result in the disallowance of the application.

Information on these topics may be required as part of the application processing and if further detail is necessary that is not part of the application and management plan received, you will be contacted and requested to provide additional information. In some circumstances, the use of a qualified professional to complete the plan may be required.

## 1.0 Background

### 1.1 Project Overview

Describe project for which authorization is requested, including construction and/or phased development details:

Gravel road, exposed only during low tide, over which cars and trucks can drive between property at 10425 Mercer Road, Halfmoon Bay, B.C. and Turnagain Island. Road is already in place and no construction or development is requested or planned.

The gravel base is approximately two inches thick.

The road is approximately 28 meters long by 6 meters wide

The road is used very sporadically. As the homes on the island are summer/vacation homes, the road is used primarily in the late spring, summer and fall, and hardly at all in the winter months. Even during the busiest times of the year, the road is only used a few times each week, maximum. The road can only be used during low tide (below 10 feet)

The vast majority of the time, the only vehicles on the road are passenger cars. Occasionally a small truck will use the road (services such as landscaping or deliveries). The only regular users of the road are the residents of the two homes on Turnagain Island.

No maintenance is required for the road.

### 1.2 Investigative Work

If any preliminary investigative work has been carried out, with or without an investigative authorization, provide details on work completed, incomplete or on-going from previous term.



Activity	Brief Description of Activity	Status (e.g. Complete, incomplete, ongoing)	Comments / Milestones
N/A			

Add Row

## 1.4 First Nations Consultation

Describe any contact you may have had, including the name of the First Nation(s) and representatives contacted.



N/A

## 2.0 Location

### 2.1 Description

Provide a general description of the location of the project:



Small strip of land, exposed during low tide, between 10425 Mercer Road, Halfmoon Bay, and Turnagain Island, in Secret Cove, Sunshine Coast of BC. No construction, demolition, or any kind of work is being proposed, as the road has been used regularly in its present form with no known negative impact to neighbours or the environment since the mid-1980s.

### 2.2 Location Justification

Provide your reasons/justification of the need for this type of project at this location:



The applicant is the co-owner of the Northernmost lot of Turnagain Island. Two homes are located on that lot, and since the mid-1980s, this low tide road has been used by the residents of the homes for access. Some of the residents are disabled and unable to use boats, so this low tide road is the only reasonable mode of access. The road is also occasionally used by service providers, eg. landscapers and repairmen, to access the homes and property. Without the use of the road, the residents of these homes would not be able to use their properties due to their disabilities.

The owners of the lot on Turnagain Island are also the owners of a registered easement on 10425 Mercer Road, allowing them to drive down and access the low tide road.

### 2.3 Seasonal Expectations of Use

When will the Project require use of the land? Include information on key works during construction phases as well as operations phase. Please reference reduced risk fish windows as required by DFO:



Project Phase (Construction / Operations)	Brief Description of Activity / Works	Season
N/A		
Add Row		

### 3.0 Infrastructure and Improvements

#### 3.1 Facilities and Infrastructure

Detail any new and existing facilities, infrastructure or processes proposed and any ancillary uses. Provide details of planned construction methods and materials, and construction scheduling.

Facility/Infrastructure/Process	Construction Methods/Materials	Construction Schedule
N/A		
Add Field		

#### 3.2 Access

Identify existing and proposed roads used for access and their use by season. Include any proposed connections to public or Forest Service Roads; traffic information including volume of traffic during construction/operation and phase or season that the traffic is expected: ?

Roadway/Proposed Connection	Existing/Proposed	Existing Road Classification	Road Permittee Information and Road Use Agreements	Traffic Volume		Mitigation of Traffic Effects
				Construction Phase	Operations Phase	
Add Field						

#### 3.3 Utility Requirements and Sources

Describe utility requirements and sources, include agreements in place or underway allowing access to utilities. ?

N/A
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3.4 Water Supply

Identify water requirements for construction and operation phases (e.g. surface water and/or groundwater), including sources, location, volume and a general description of infrastructure planned to meet water supply requirements, include any agreements outside of Water Act Authorizations identified above (Section I, Authorizations, Permits or Approvals), such as Municipal water supply.

Project Phase (Construction/Operation)	Water Requirement (e.g. Surface water or ground water, etc)	Source/location	Volume	Infrastructure Description	Agreements
N/A					
Add Field					

3.5 Waste Collection Treatment and Disposal

Identify water requirements for construction and operation phases (e.g. surface water and/or groundwater), including:



Project Phase (Construction/Operation)	Water Requirement (e.g. Surface water or ground water, etc)	Source/location	Volume	Infrastructure Description	Agreements
N/A					
Add Field					

## 4.0 Environmental

Describe any significant impacts and proposed mitigation for the following environmental classes:

### 4.1 Land Impacts

#### 4.1.1 Vegetation Removal

Is any timber removal required?

☐ Yes ☒ No

Are any areas of vegetation to be cleared, outside of timber removal?

☐ Yes ☒ No

#### 4.1.2 Soil Disturbance

Will there be any areas of soil disturbance, including clearing, grubbing, excavation and levelling?

☐ Yes ☒ No

Is the area to be excavated a Brownfield site or has the potential to be contaminated?

☐ Yes ☒ No

Is there potential for disturbance of archaeological, paleontological fossils or historical artifacts?

☐ Yes ☒ No

#### 4.1.3 Riparian Encroachment

Will any works be completed within or adjacent to the riparian zone of any water body?

☐ Yes ☒ No



#### 4.1.4 Pesticides and Herbicides

Will there be any use of pesticides or herbicides during construction, operations and/or maintenance?

☐ Yes ☒ No

#### 4.1.5 Visual Impacts

Will there be any adverse effects of the projects, and any potential adverse effects on sight lines to the project area from surrounding areas likely to be used for scenic viewing by residents or other users?

☐ Yes ☒ No



#### 4.1.6 Archaeological Sites

Are there any known or high potential (Arch Procedure) archaeological sites within the project area?

☐ Yes ☒ No

Have you conducted an AIA or engaged an archaeologist to assist with your investigations?

☐ Yes ☒ No

#### 4.1.7 Construction Methods and Materials

Identify the types of construction materials, the methods used, their impacts, and any mitigations:

Construction Material/Method	Impacts	Mitigations
N/A		
Add Field		

### 4.2 Atmospheric Impacts

#### 4.2.1 Sound, Odor, Gas or Fuel Emissions

Will the project construction or operation cause any of the following to disturb wildlife or nearby residents:

(Best management practices for sound)

Sound? ☐ Yes ☒ No

Odor? ☐ Yes ☒ No

Gas? ☐ Yes ☒ No

Fuel Emissions? ☐ Yes ☒ No

### 4.3 Water or Land Covered by Water Impacts

#### 4.3.1 Drainage Effects

Will the project result in changes to land drainage?

☐ Yes ☒ No

### 4.3.2 Public Access

Will the project result in changes to public access?

☐ Yes ☒ No

### 4.3.3 Flood Potential

Will the project result in a potential for flooding?

☐ Yes ☒ No

## 4.4 Fish and Wildlife Habitat Impacts

### 4.4.1 Disturbance to Wildlife and Wildlife Habitat

Will the project result in adverse effects to wildlife or wildlife habitat?

(BC Wildlife Act)

☐ Yes ☒ No

Will the project (construction or operations phase) occur in and around streams, lakes, estuarine or marine environments?

☒ Yes ☐ No

Describe the fish habitat on or near the project site, include potential impacts of the Project (e.g. stream crossings, water diversions, etc), including seasonal considerations, and plans to manage/mitigate effects.

Project Phase	Impacts	Proposed Mitigations / Management
Operation	No known impact but the road is located on/under a marine environment and is covered by water half of the time	N/A
Add Field		

Is the project (construction or operations phase) likely to increase erosion or sedimentation?

☐ Yes ☒ No

Will the project (construction or operations phase) require water diversion?

☐ Yes ☒ No

Will the project threaten or endanger species at risk in the area?

(Species At Risk Act)

☐ Yes ☒ No

## 5.0 Socio-Community

### 5.1 Land Use

Describe the current community setting on or near the project area, including the location of non-aboriginal and aboriginal communities or known use areas.

The area is mostly taken up by residences, many of which are recreational residences, and wilderness. Secret Cove Marina and Buccaneer Marina are close by.

#### 5.1.1 Land Management Plans and Regional Growth Strategies

Are there any land and resource management plans, coastal plans, provincial, regional growth strategies or local government plans with zoning, or management policies or use restrictions in place that could limit or preclude your proposed use of the land? *(Please refer to the [Union of BC Municipalities \(UBCM\)](#), and check the websites of the municipality, regional district or other organization with jurisdiction including your project area.)*

☐ Yes ☒ No

### 5.2 Socio-Community Conditions

#### 5.2.1 Adjacent Users or Communities

Is the project likely to restrict public access, or the ability, or the ability of adjacent land owners or tenure holder to access their property or tenures?

☐ Yes ☒ No

#### 5.2.2 Existing Services

Provide a description any increased demand on fire protection and other health facilities and emergency services arising from your Project, including proposed management or mitigation measures.



n/a

END O F FORM