



PLANNING AND COMMUNITY DEVELOPMENT COMMITTEE

Thursday, April 11, 2019
SCRD Boardroom, 1975 Field Road, Sechelt, B.C.

AGENDA DRAFT

CALL TO ORDER 9:30 a.m.

AGENDA

1. Adoption of Agenda

PRESENTATIONS AND DELEGATIONS

2. Barbara Kappeli, Irvines Landing Resident Verbal
Regarding Pender Harbour Ocean Discovery Station (PODS)

REPORTS

3. Senior Planner – Egmont/Pender Harbour Official Community Plan Amendment Bylaw No. 708.1 and Electoral Area A Zoning Amendment Bylaw No. 337.116 – Consideration for Second Reading and Public Hearing – Pender Harbour Ocean Discovery Station (PODS) Annex A
pp 1 – 38
Electoral Area A (Rural Planning) (Voting – A, B, D, E, F)
4. Manager, Planning and Development – Development Variance Permit Application DVP00035 (Reeves) – Electoral Area E Annex B
pp 39 - 47
Electoral Area E (Rural Planning) (Voting – A, B, D, E, F)
5. Manager, Planning and Development – Development Variance Permit Application DVP00038 (Johnston) – Electoral Area A Annex C
pp 48 - 71
Electoral Area A (Rural Planning) (Voting – A, B, D, E, F)
6. Manager, Planning and Development – Development Variance Permit Application DVP00041 (Matheson) – Electoral Area A Annex D
pp 72 - 96
Electoral Area A (Rural Planning) (Voting – A, B, D, E, F)
7. Planner – Suncoaster Trail Phase 2 Trail Concept Design Annex E
pp 97 - 173
Community Parks (Voting – A, B, D, E, F)
8. Parks Planning Coordinator – Recreation Sites and Trails Agreement Renewal for Sprockids Annex F
pp 174 - 178
Community Parks (Voting – A, B, D, E, F)
9. Parks Planning Coordinator – Provincial Referral 108978924–005 for Commercial General Use Application within Sprockids Recreation Area (Whistler Outback Adventures Ltd) Annex G
pp 179 - 225
Rural Planning (Voting – A, B, D, E, F)
10. Manager, Facility Services and Parks – RFP 19 384 Sunshine Coast Arena Chiller Replacement & Refrigeration Plant Upgrade Contract Award Report *Report to Follow*
Recreation Facilities (Voting – B, D, E, F, Sechelt, SIGD, Gibsons)

- | | |
|--|-------------------------|
| 11. General Manager, Planning and Community Development - Planning and Community Development Department Q1 2019 Report
Planning and Community Development (Voting – All) | Annex H
pp 226 - 238 |
| 12. General Manager, Planning and Community Development - [504] Rural Planning Service – 2018 Variance Analysis
Rural Planning (Voting – A, B, D, E, F) | Annex I
pp 239 - 242 |
| 13. Manager, Planning and Development - Agricultural Advisory Committee Membership Appointment
Rural Planning (Voting – A, B, D, E, F) | Annex J
pp 243 - 244 |
| 14. Electoral Area D (Roberts Creek) APC Minutes of March 18, 2019
Electoral Area D (Rural Planning) (Voting – A, B, D, E, F) | Annex K
pp 245 - 246 |
| 15. Electoral Area E (Elphinstone) APC Minutes of March 27, 2019
Electoral Area E (Rural Planning) (Voting – A, B, D, E, F) | Annex L
pp 247 - 248 |
| 16. Electoral Area F (West Howe Sound) APC Minutes of March 26, 2019
Electoral Area F (Rural Planning) (Voting – A, B, D, E, F) | Annex M
pp 249 - 250 |
| 17. Agricultural Advisory Committee Minutes of March 26, 2019
Rural Planning (Voting – A, B, D, E, F) | Annex N
pp 251 - 253 |

COMMUNICATIONS

- | | |
|--|-------------------------|
| 18. <u>Pamela Goldsmith-Jones, Member of Parliament, West Vancouver – Sunshine Coast, Sea to Sky Country, dated February 27, 2019</u>
Regarding Federal Lands Initiative | Annex O
pp 254 |
| 19. <u>Ruth Simons, Lead, Howe Sound Biosphere Region Initiative on behalf of the Howe Sound Community Forum, dated March 29, 2019</u>
Regarding Howe Sound Cumulative Effects Project | Annex P
pp 255 - 258 |
| 20. <u>Liz Condon, Administrative Assistant on behalf of the District of Highlands Council, dated March 29, 2019</u>
Regarding Local Government Survivor Climate Challenge | Annex Q
pp 259 - 264 |
| 21. <u>Doug Donaldson, Minister, Ministry of Forests, Lands, Natural Resource Operations and Rural Development, dated March 29, 2019</u>
Regarding Timber Sale Licences A93884 (Clack Creek) and A91376 (Reed Road) | Annex R
pp 265 - 269 |

NEW BUSINESS

IN CAMERA

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (c) of the Community Charter – “labour relations or other employee relations”

ADJOURNMENT

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – April 11, 2019

AUTHOR: Yuli Siao, Senior Planner

SUBJECT: Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1 and Electoral Area A Zoning Amendment Bylaw No. 337.116 - Consideration for Second Reading and Public Hearing – Pender Harbour Ocean Discovery Station (PODS)

RECOMMENDATIONS

1. THAT the report titled Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1 and Electoral Area A Zoning Amendment Bylaw No. 337.116 - Consideration for Second Reading and Public Hearing – Pender Harbour Ocean Discovery Station (PODS) be received;
 2. AND THAT Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1 and Electoral Area A Zoning Amendment Bylaw No. 337.116 be forwarded to the Board for Second Reading;
 3. AND THAT Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1 is considered consistent with the SCRD's 2019-2023 Financial Plan and 2011 Solid Waste Management Plan;
 4. AND THAT a Public Hearing to consider the bylaws be scheduled for May 14, 2019 at 7:00 p.m. in the Pender Harbour Community Hall, located at 12901 Madeira Park Road, Madeira Park, BC;
 5. AND FURTHER THAT Director _____ be delegated as the Chair and Director _____ be delegated as the Alternate Chair for the Public Hearing.
-

BACKGROUND

The above noted bylaws received first reading on January 10, 2019. The SCRD Board adopted resolution 003/19 as follows:

Recommendation No. 1 *OCP Amendment Bylaw No. 708.1 and Zoning Amendment Bylaw No. 337.116 - Pender Harbour Ocean Discovery Station (PODS)*

THAT the report titled Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1 and Electoral Area A Zoning Amendment Bylaw No. 337.116 Consideration for First Reading – Pender Harbour Ocean Discovery Station (PODS) be received;

AND THAT *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1 and Electoral Area A Zoning Amendment Bylaw No. 337.116* be forwarded to the Board for First Reading;

AND THAT *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1 and Electoral Area A Zoning Amendment Bylaw No. 337.116* be referred to the following agencies for comment:

- Egmont / Pender Harbour Advisory Planning Commission;
- Pender Harbour Volunteer Fire Department;
- shíshálh Nation;
- Ministry of Transportation and Infrastructure;
- Vancouver Coastal Health

AND FURTHER THAT after First Reading of *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1* and *Electoral Area A Zoning Amendment Bylaw No. 337.116*, two public information meetings, one for the surrounding neighbourhood of the subject site and the other for the broader community, be held in regard to the bylaws.

The bylaws and associated staff report were referred to all listed agencies for comment, and two public information meetings were hosted by the applicant. This report discusses how issues raised through the referral and public consultation process can be addressed, and recommends second reading of the bylaws and holding of a public hearing.

DISCUSSION

Referral Comments

A summary of agency referral comments can be found in the following table.

Referred Agency	Comments
Egmont / Pender Advisory Planning Commission (APC)	<ul style="list-style-type: none"> • The APC supports the development proposal in general but with certain reservations. • Concern that the proponents will have the ability to raise sufficient funds to construct and to operate the facility lest at some point financial shortfalls need to be met by taxpayers. • Concerns about transportation, parking, neighbourhood disruption, handling of water and sewage facilities issues. • Concern that many details of the proposal are under explained and that the concentration seems to be more on tourism than scientific research. • Unconventional construction processes and operating systems are proposed and many of these are not well understood nor proven. • The associated technical studies are incomplete at this stage. More reporting/studies should be required of the proponents with greater consideration being given to the operation of the various systems proposed and to the concerns highlighted herein. • SCRD should be requiring the same level of information and reports as historically required by developments attracting comparable visitors (i.e. recent Ruby Lake Resort rezoning where maximum site occupancy was fixed at 200 persons and the SCRD requirement for parking was 115 parking spaces.) • As the process goes forward, attention should be paid to the results of the Public Meetings being held concurrently. • It is to be noted that two members of the APC present had little or no reservations about the development proposal, argue that the referenced unconventional building and operating systems are in fact proven and merely not understood by members of the APC, and as well would question whether it is in the purview of the APC to comment on many of the issues identified above.

shíshálh Nation	<p>Archaeological Impact Assessment (AIA) Required</p> <p>The subject property contains a known archaeological site with previously undefined site boundaries. As such, a permit issued by the BC Archaeology Branch is required prior to any ground-disturbing works. We thank the applicant for commissioning a Preliminary Field Reconnaissance (PFR) of the project area in 2017, but note that the report recommended that the project footprint avoid the archaeology site entirely OR obtain a Site Alteration Permit from the BC Archaeology Branch, in consultation with a qualified archaeological consulting company. The applicant did not follow these recommendations, and as a result disturbed the archaeology site during geotechnical testing in December of 2017, contravening the <i>Heritage Conservation Act</i> (1996).</p> <p>Subsequently, the applicant commissioned archaeological monitoring which confirmed the contravention. A report was issued recommending a Post-Impact Assessment, as well as archaeological monitoring of future work within and around the site.</p> <p>As a reminder, all archaeological sites, recorded and unrecorded, are protected under the <i>Heritage Conservation Act</i> and are of significant cultural importance to the shíshálh Nation. Because the site was not avoided, and a Site Alteration Permit was not obtained prior to disturbance, an Archaeological Impact Assessment (including Post-Impact Assessment) conducted by a qualified professional archaeologist is now required for the continuation of this project. This will require obtaining a Heritage Inspection Permit (Section 14) from the BC Archaeology Branch in consultation with an archaeological Field Director.</p> <p>Due to the sensitive nature of the area, we also require a shíshálh Nation archaeologist be on-site to help direct this work. The proponent should be aware that they are responsible for the additional costs incurred in this process, and that there may be project delays due to permitting requirements with the BC Archaeology Branch.</p> <p>Waterfront Setback- Marine Riparian Buffer of 15 m required</p> <p>The current project footprint in this application is in close proximity to the marine foreshore and the report notes specific waterfront setback will be determined in the future. Part of our stewardship concerns include to safeguard the integrity, connectivity and health of coastal processes, including healthy marine riparian areas. Therefore the shíshálh Nation in this case supports the recommended Fisheries and Oceans Canada 15 metre setback on the marine foreshore (from the high water mark). We would like to work with the SCRD and other agencies to avoid development activities within this area whenever possible. If there is any proposal to interfere with the setback from the ocean to less than 15 m from the boundary, a biological assessment by a Registered Professional Biologist (R.P. Bio) is required, to examine the potential impact to marine riparian area and habitats as part of the review process. This includes any proposals to remove large trees or vegetation within the 15 m marine riparian corridor. The protection of this important habitat includes helping to ensure adequate large trees for wildlife including raptors, ensure vegetated connectivity along the shoreline and to protect the shoreline from accelerated erosional forces that can be buffered by native vegetation. We appreciate your cooperation to protect the health of coastal environments that are so vital to shíshálh way of life.</p>
-----------------	--

Pender Harbour Volunteer Fire Department	The department agrees with the traffic study regarding access for the fire apparatus per parking and turnaround requirements which are to be addressed. Fire flow of the nearest hydrant needs to be determined and upgraded as required. Further information is to be provided as the design progresses.
Ministry of Transportation and Infrastructure	The Ministry has no objection to the proposed zoning bylaw amendment and OCP amendment. If any of the recommended improvements affecting the roadway are pursued, the applicant can contact the Ministry's office to obtain the relevant permits and/or approvals.
Vancouver Coastal Health (VCH)	VCH fully supports the development of PODS. VCH's legislated role in this development would be the permitting of the proposed restaurant facility under the BC Food Premise Regulation and the approval of waste water disposal under the BC Sewerage Regulation. Before any building permits are issued by the SCRD it is the general practice that an approved "filing" for the waste water system design has been processed by VCH. Before any construction for a food premise commences it is a regulatory requirement that the plans for a restaurant facility be approved by an Environmental Health Officer. Before a restaurant can open to the public the facility must receive an operation permit from VCH.
Sunshine Coast Regional Transit	Transit currently only runs as far as Secret Cove, and only in the summer on Saturdays. Potential service as far as Pender Harbour would require significant Board-supported changes. At this point, the proposed development wouldn't impact on transit service, since automobile use would be required to get to Pender Harbour.
SCRD Infrastructure	Municipal water is available to the subject property via the North Pender Harbour Water System. There is an existing 100 mm water service to the property. As per the Garden Bay Waterworks District Bylaw 72, a Capital Expenditure Charge is required to be paid in full to the Sunshine Coast Regional District prior to issuance of final development approval. According to the application package, the proposed development will require an increased size water service. The developer's engineers must confirm whether there is adequate storage and flow to meet the requirements for onsite and offsite fire suppression. Any improvements to the water distribution system must meet all SCRD standards, be fully funded by the developer and be designed by the developer's engineers with consideration to the existing infrastructure in the area. The developer must submit plans for the proposed waste water treatment system to the Regional District to confirm the SCRD's future involvement.

Public Information Meetings

Two public information meetings were hosted by the applicant, one at Sarah Wray Hall in Irvines Landing on January 26, and the other at Pender Harbour School of Music in Madeira Park on February 2. Approximately 25 people attended each meeting. The applicant's meeting notes can be found in Attachment D.

Public Submissions

Four written submissions opposing the development have been received from residents, three of whom reside within the vicinity of the subject property. Nearly 100 letters supporting the PODS development have also been received to date from residents, business owners and property owners within the neighbourhood of the subject site, the Pender Harbour area and other areas of the Sunshine Coast.

Discussion of Key Points of Feedback

The public consultation process reveals that overall there is support for the project from both local residents and the broader Pender Harbour and Sunshine Coast communities, while some local residents oppose the project and there are concerns to be addressed regarding compatibility, development intensity, traffic, parking, financial feasibility and infrastructure. The following is a summary of key points that have emerged from consultation feedback.

Support for the Project

The proposed development is supported by the APC, most attendants to the public information meetings and many individuals through submission of letters. Supporters believe that PODS has significant environmental, economic and social benefits for the local and broader Sunshine Coast communities. It is believed that PODS can provide much needed monitoring and research on protecting and restoring the marine environment, offer scientific education for a wide range of people, attract world-class scientists and researchers, and showcase sustainable technology. PODS can support the local economy and tourism, create jobs, and enrich culture, art and the overall vibrancy of the Sunshine Coast. It is also believed that the long-term benefits of PODS outweigh temporary inconvenience and disturbance which are common side effects of a construction project.

Development Compatibility and Intensity

Opponents to the project regard the scale and intensity of the PODS facility too large for its location and the uses incompatible with the surrounding mostly residential neighbourhood.

Compatibility, scale and intensity of a development must be viewed in the context of the OCP policies, zoning regulations, permitted uses, lot size and building coverage. A comparison of permitted uses and maximum build-out under the current zoning regulations with the proposed development can also help understanding whether or not it is compatible and suitably sized.

The OCP designates the parcel as “Tourist Commercial” which provides services for tourist commercial purposes such as motels, lodges, campgrounds, restaurants, retail stores and marina. The OCP recognizes the economic and social benefits of such facilities to the community and regards them compatible in this location and other locations within the OCP. Some components of PODS such as gift shop, restaurant, exhibition and auditorium are commercial in nature, and can also attract tourists. The proposed “Public Uses and Utilities” designation for the facility adds research, education, assembly and institutional uses, which are also considered appropriate for the location and supported by policies of the OCP.

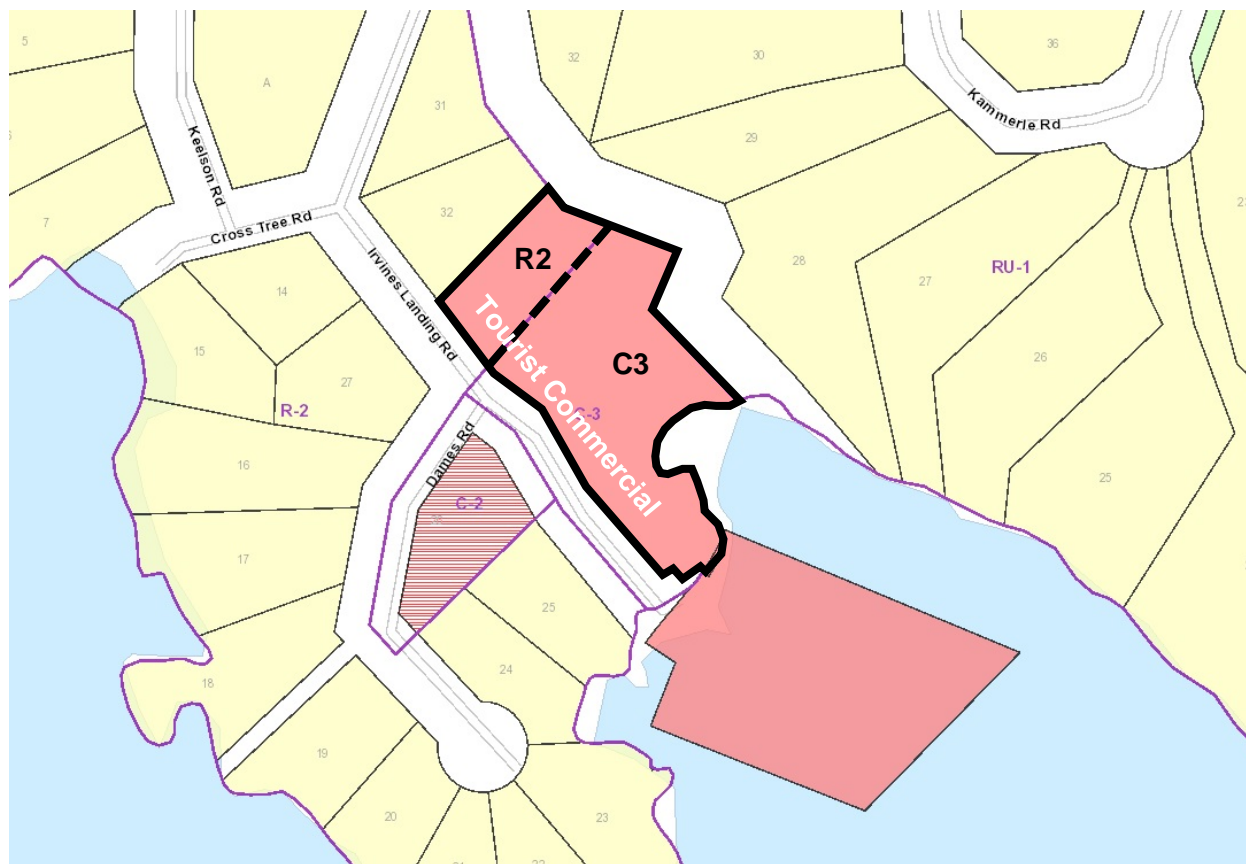
The large south portion (77%) of the parcel is currently zoned C3 (General Commercial), and the small north portion (23%) is zoned R2 (Single and Two Family Residential). Despite the split zoning, both zones are within the Tourist Commercial designation of the OCP (Map 1 below). The long term vision of the OCP for the parcel are commercial uses other than residential uses. The zoning bylaw and OCP amendments will make zoning designation for the subject parcel consistent with the OCP.

The R2 zoning permits a single family dwelling and a two-bedroom bed and breakfast as an auxiliary use within the dwelling. The C3 zoning permits a wide range of commercial uses such

as retail, wholesale, general repair, gas station, office, personal service, entertainment establishment, restaurant, pub, private club, motel, campground, marina, moving and storage facilities, bed and breakfast inn, veterinary clinic and one dwelling. The proposed PA1D Zone (Research and Assembly) for PODS has a narrower range of permitted uses including aquarium, exhibition, auditorium, theatre, office, laboratory, research and diving facility, restaurant, pub, gift shop, caretaker's residence and boat ramp.

Under current zoning designation, with a permitted maximum building coverage of 50% of the site, at full build-out the C3 portion of the parcel could potentially be developed for various commercial uses with a total floor area of approximately 7000 m². With a building coverage of 35%, the total gross floor area of all buildings of PODS is proposed to be about 5000 m² including the underground parkade, which indicates a less intense and smaller development.

Map 1 Current OCP and Zoning Designations



Transportation

The facility's parking capacity and the impact on the local neighbourhood and roads by traffic generated by the facility are some of the major concerns of local residents.

The applicant has commissioned a professional transportation study completed by Evolve Traffic Solutions. The study identifies that in the peak hour the facility will generate fewer than one vehicle per minute onto the road system. It recommends that a total of 90 parking spaces, two truck loading bays and one passenger loading area are needed for the full build-out of the

facility. In addition to the 51 spaces proposed to be provided on site, 49 spaces will need to be provided in two off-site park-and-ride locations with shuttle service. These sites will need to have convenient, safe and comfortable pedestrian connection, amenity and clear signage, and the shuttle services will need to have higher frequency and shorter travel time than driving a private vehicle.

The applicant is considering several sites in Madeira Park near the Painted Boat Marina to be connected to PODS via electric shuttle boats, and one site near the intersection of Sunshine Coast Highway and Garden Bay Road to be serviced by shuttle buses. The applicant is in negotiation with property owners of these sites and is confident that the use of these sites can be secured and PODS is capable of providing high-frequency shuttle services and pedestrian-friendly facilities as above mentioned. Staff recommend that as a condition prior to consideration of adoption of the bylaws, the applicant enter into a covenant regarding the provision of shuttle services and park-and-ride facilities.

As the facility is proposed to be built in several phases, parking demand will increase gradually. Undeveloped portions of the site can be used for interim parking while the off-site parking and shuttle services are tested.

Additionally, restricting on-street parking in surrounding areas of PODS can also discourage driving private vehicles directly to the site. The Ministry of Transportation and Infrastructure (MOTI) has reviewed the transportation study, and has no objection to the development. Approval of future road improvement or street parking restriction may be obtained through MOTI.

Fire Protection

The transportation study recommends restricting on-street parking along Irvines Landing Road to allow fire truck access and modifying the site plan to accommodate larger fire engines and highway coaches. The applicant will modify the site plan and seek street parking restriction approval through MOTI. The applicant also indicates that all buildings will have sprinkler fire suppression systems.

Water and Sewer Facilities

Existing SCRD water service is available to the property. With applicant funded upgrades to the water main, SCRD will be able to supply chlorinated water to the facility to be used for washrooms, showers, kitchens and sprinkler fire suppression systems for all buildings, as well as nearby fire hydrants. Fresh water for some of the aquarium tanks and labs will either be dechlorinated from SCRD supplied water, or delivered by truck as necessary. The applicant plans to install an extraction pipe in the vicinity of Joe Bay to supply sea water to the salt water aquariums and labs. The applicant will apply for permission for this system through the Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

The facility will use an on-site waste water treatment system located east of the laboratories. Pender Harbour Landing Ltd. has indicated permission for PODS to discharge up to 40 m³ of sewage per day into an existing ocean outfall pipe that the company owns and is located on Dames Road. The applicant confirms that the daily flow will be approximately 17.5 m³ and the effluent quality will have a higher standard of 10/10 for both BOD (biochemical oxygen demand) and TSS (total suspended solids), meeting both the quantity and quality requirements of the Ministry of Environment and Climate Change Strategies for the outfall. The system to be used is

suited to this type of facility with fluctuation of effluent volume. The applicant indicates that PODS is fully prepared and able to operate the wastewater treatment system independently and maintain the outfall pipe in cooperation with Pender Harbour Landing Ltd. Vancouver Coastal Health (VCH) has expressed full support for the development, and the design of the wastewater treatment system will be reviewed by VCH. It has been confirmed that the SCRD has no responsibility with respect to the operations and quality of the effluent of this wastewater treatment facility or the outfall.

Business Plan

While financial viability is not typically a planning or land use concern, the undesirable impact to the neighbourhood and the community the development may leave behind if it does not succeed is a valid concern. The applicant has completed a business plan addressing many aspects of developing and operating PODS, from motivation, community support, facility design, technological innovation, to programming, revenue streams, team work, project management and risk management. The plan addresses many questions concerning financial feasibility and sustainability of the project, and demonstrates how PODS can succeed from development to long term operation.

The plan can be found at: <https://docs.openpods.com/businessplan/mobile/index.html>

Visual Impacts

Potential impact of PODS buildings on the views to the ocean from the property immediately to the north is a major concern of owners of this property, as well as shadow casting.

To address these concerns, the applicant has prepared a site plan, a section, an elevation and a shadow study (Attachment A), demonstrating that the PODS buildings have no significant visual impact on this adjacent property. The roofs of all PODS buildings are lower than that of the adjacent house, and this house can continue to have an unobstructed sight line to the ocean. The auditorium building casts shadow only on the neighbouring property's south side yard and only for less than 2 hours on winter mornings.

The design of PODS also seeks to blend the building forms with the surrounding environment. The low and slim building profiles, green roofs, vegetative buffers and natural building materials minimize visual impact and disruption to views to the ocean in the broader neighbourhood beyond the adjacent property.

Loss of view is a common dispute arising from construction of new buildings. Mountain and ocean scenery is a unique and valuable asset of the Sunshine Coast. SCRD encourages considerate and respectful practice concerning view through its advisory Good Neighbour Guidelines. The design of PODS has taken such an approach with respect to its neighbours. However, view protection is not within the purview of Zoning Bylaw No. 337. View is also subjective and changeable with the surrounding environment, and therefore may be more effectively controlled by private covenants.

Archaeological Investigation

The applicant has hired Golder Associates to assist archaeological investigation for the site. A Heritage Inspection Permit application has been filed with the province. The applicant will apply for the First Nation permit immediately following the distribution of this permit application by the province. Golder Associates has provided an Archaeological Impact Assessment to shíshálh Nation and is in contact with the Nation regarding additional testing.

Organization and Intergovernmental Implications

Pursuant to Section 477 (3) (a) (i, ii) of the *Local Government Act* an amendment to the Official Community Plan requires a review of the bylaw in conjunction with the local government's financial and waste management plans. Planning Staff have discussed the proposal with relevant departments and determined that the amendment to the Egmont / Pender Harbour Official Community Plan has no negative impact on either plan. It is therefore recommended that OCP Amendment Bylaw 708.1, 2019 be considered consistent with the 2019-2023 Financial Plan and 2011 Solid Waste Management Plan of the Sunshine Coast Regional District.

Timeline for next steps

If the Board gives the Bylaws Second Reading, a public hearing will be scheduled. Comments received from the Public Hearing as well as recommendations for any conditions will be incorporated into a staff report to the Planning and Community Development Committee for consideration of Third Reading of the Bylaws.

Communication Strategy

Information on this application will be posted on the SCRD website. The Public Hearing 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

Agency referral and two public information meetings with respect to the PODS development have received significant amount of feedback and active participation across the community. While the majority of feedback supports the project, objections and concerns are also identified.

This report addresses key concerns of the feedback and provides further information on critical technical aspects of the development as identified in the previous staff report. The applicant has made significant progress in the project by completing a business plan, a transportation study and making arrangement for a sewerage treatment system and outfall facility.

Staff recommend that the application advance to the stage of Second Reading of the bylaws and holding of a Public Hearing.

Attachments

Attachment A – Site plan, section, elevation, shadow study

Attachment B – Electoral Area A Zoning Amendment Bylaw 337.116 for Second Reading

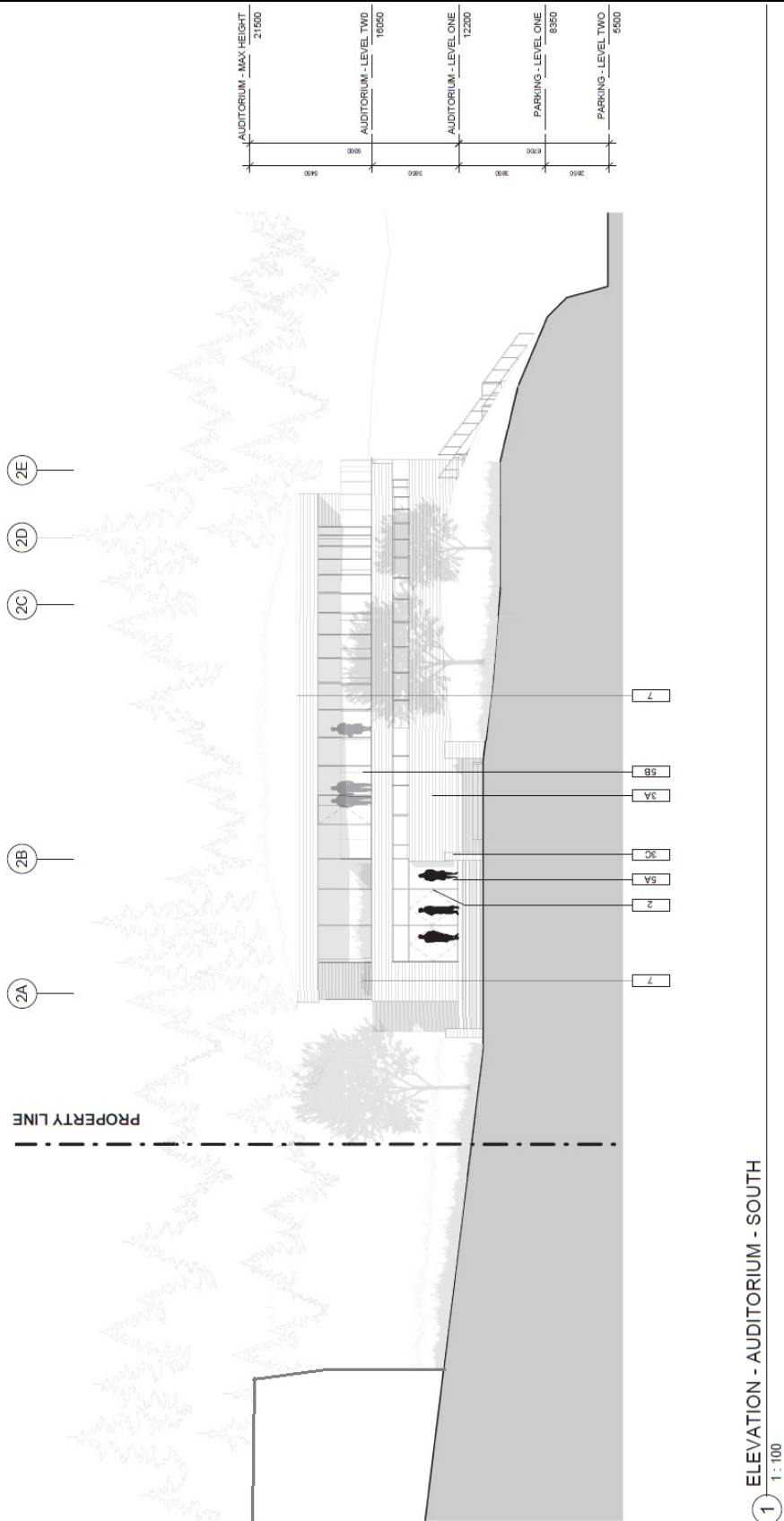
Attachment C – Official Community Plan Amendment Bylaw 708.1 for Second Reading

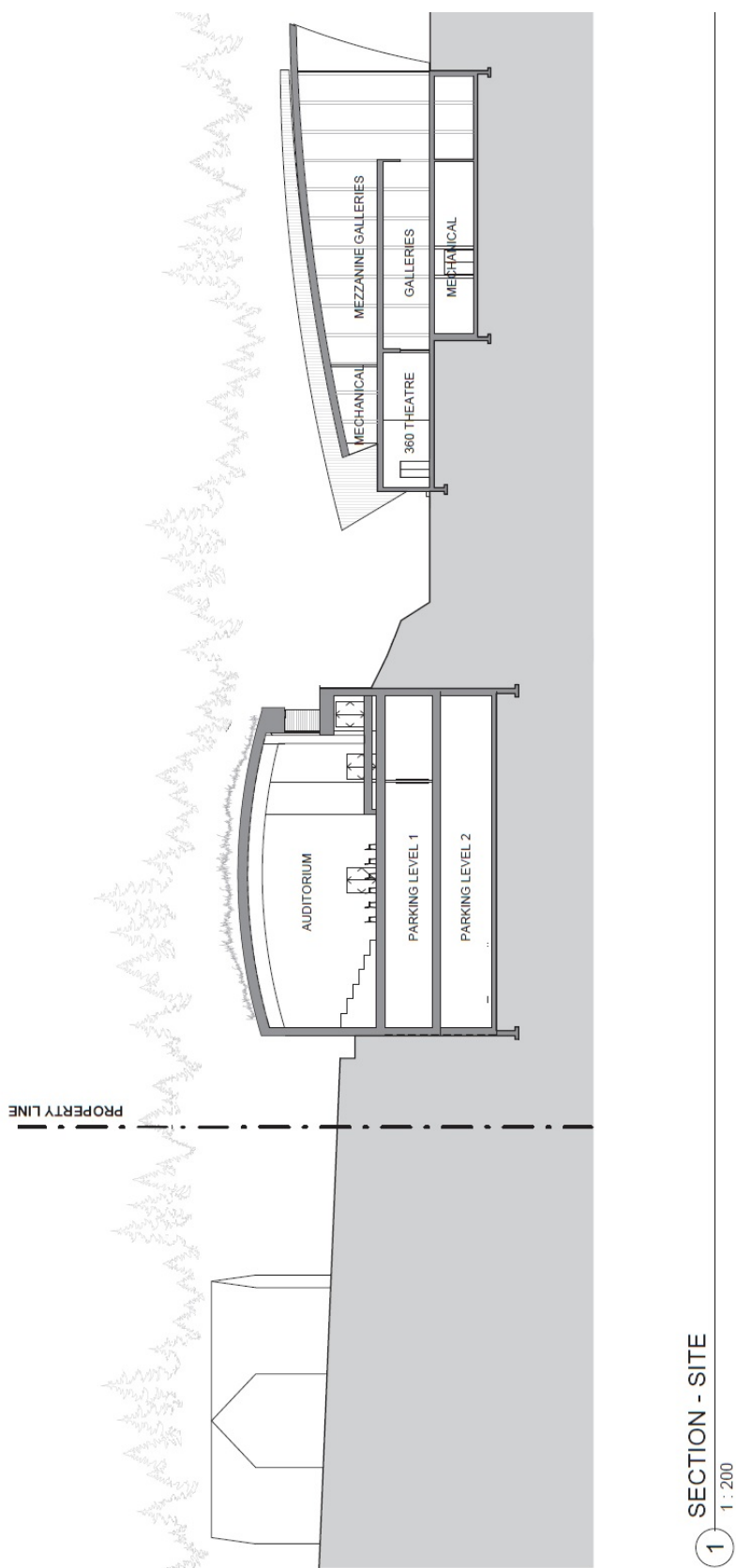
Attachment D – Public information meeting notes by applicant

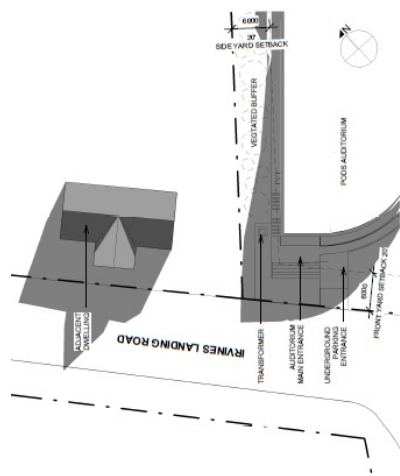
Reviewed by:			
Manager	X – A. Allen	CFO/Finance	X- T. Perreault
GM	X – I. Hall X – R. Rosenboom	Legislative	X-
A/CAO	X – A. Legault		

Attachment A Site plan, section, elevation, shadow study



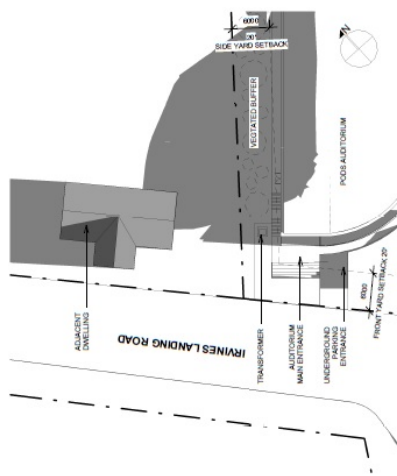






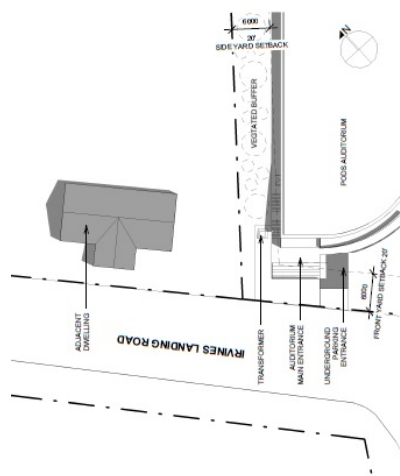
JUNE 21 - 7 AM

1:400



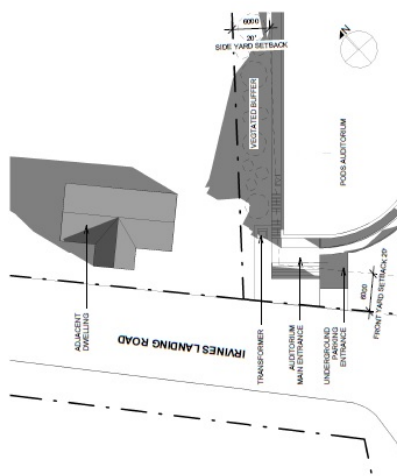
DECEMBER 21 - 10 AM

1:400



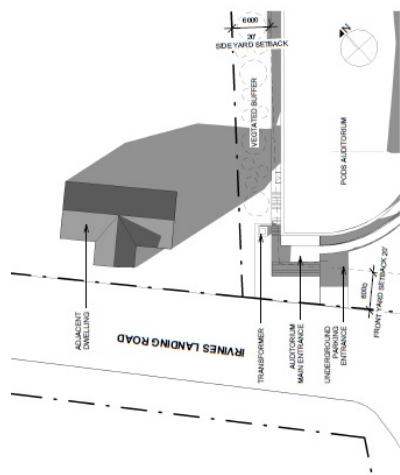
JUNE 21 - NOON

1:400



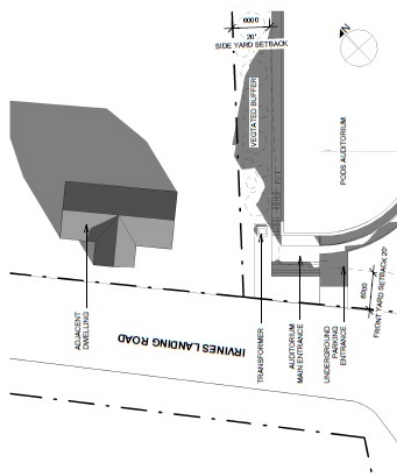
DECEMBER 21 - NOON

1:400



JUNE 21 - 7 PM

1:400



DECEMBER 21 - 2 PM

1:400

Attachment B Electoral Area A Zoning Amendment Bylaw 337.116 for Second Reading

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 337.116

A bylaw to amend the *Sunshine Coast Regional District Electoral Area A Zoning Bylaw No. 337, 1990*

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 *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.116, 2019*.

PART B – AMENDMENT

2. *Sunshine Coast Regional District Electoral Area A Zoning Bylaw No. 337, 1990* is hereby amended as follows:
 - i. Amend Schedule A of Electoral Area A Zoning Bylaw No. 337, 1990 by rezoning Parcel 1 District Lot 1543 Group 1 New Westminster District Plan EPP960, from R2 (Single and Two Family Residential) and C3 (General Commercial) to PA1D (Research and Assembly).
 - ii. Insert the following section immediately following Section 1145.3:

PA1D (Research and Assembly)

Permitted Uses

1146.1 The following uses are permitted:

Principal Uses:

- (a) aquarium, exhibition
- (b) auditorium, theatre
- (c) office, laboratory, research and diving facility

Auxiliary Uses:

- (d) restaurant, pub
- (e) gift shop, retail
- (f) caretaker's residence
- (g) boat ramp

Siting Requirements

1146.2 No structure shall be sited within:

- (a) 5 metres from the south parcel line
- (b) 5 metres from the north parcel line
- (c) 4 metres from the west parcel line
- (d) 15 metres from the natural boundary contiguous to the ocean

Building Height

1146.3 The maximum building height shall be: 13 metres

Parcel Coverage

1146.4 The coverage of all buildings and structures within the PA1D Zone shall not exceed 35%.

Parking spaces

1146.5 The minimum number of off-street parking spaces within the PA1D Zone shall be 51.

PART C – ADOPTION

READ A FIRST TIME this	10th DAY OF JANUARY	2019
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

BYLAW NO. 708.1

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

1. This bylaw may be cited as *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1, 2019*.

2. *Egmont / Pender Harbour Official Community Plan Bylaw No. 708, 2017* is hereby amended as follows:

Amend Map 1: Land Use Designations by re-designating Parcel 1 District Lot 1543 Group 1 New Westminster District Plan EPP960, from “Tourist Commercial” to “Public Uses and Utilities”.

PART C – ADOPTION

READ A FIRST TIME this 10th DAY OF JANUARY 2019

PURSUANT TO SECTION 475 OF THE LOCAL
GOVERNMENT ACT CONSULTATION
REQUIREMENTS CONSIDERED this 10th DAY OF JANUARY 2019

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

Corporate Officer

Chair

PODS Community Rezoning Meetings

Minutes from the PODS Community Rezoning Meeting held at Sarah Wray Hall on January 26, 2019

COMMUNITY REZONING MEETING

- This meeting was held at the Sarah Wray Hall in Irvines Landing on January 26th, 2019.
- We greeted people at the door and recorded their names and email addresses. Two brochures were available for them: *Architectural Renderings + Drawings*; and *The Origin and Evolution of PODS*.
- A form was also available for anyone who preferred to give comments in writing, rather than voicing out loud in the meeting. Two people handed in this form to us.
- 32 people attended the meeting.

The meeting commenced at approximately 10:00 a.m.

Welcome (Andy Teal):

- Welcome: *by Andy Teal* (Chair, Board Director)
- Introductions: *Michael Jackson* (Executive Director), *Jeremiah Deutscher* (Architect), *Yuli Siao*, (SCRD planner), *Lee-Ann Ennis* (staff), and *Lynnette La Marre* (recorder)
- Meeting Agenda: Background Perspective, PODS Design, and Q&A Period.
- Andy told everyone that we want to hear what the community has to say about rezoning and will be here today for as long as you need.

BACKGROUND AND PERSPECTIVE (Michael)

- Michael welcomed everyone and gave a PowerPoint presentation.
- He started off his presentation by showing a short video (taken by using a Go-Pro camera) that depicted an abundance of marine life under a dock at Whiskey Slough. This led to a discussion about PODS. He pointed out that PODS really wants to preserve biodiversity and that one of the PODS' goals is to conduct research and monitoring in this area to make sure that we measure when changes are occurring.
- Michael then spoke about what the Society has been doing and how we got to where we are today. *Some points that he made:*
 - This meeting is requested by the SCRDC and is part of the application process for rezoning process.
 - We hosted the first Biodiversity Summit in 2012 and raised \$350K to do this (funding that came primarily from off the Coast).
 - Based on the findings of the summit we compiled the Sunshine Coast Biodiversity Plan in 2013. This is where the idea of PODS originally came from. We were losing DFO presence in the area, and it was becoming clear that there wasn't enough aquatic monitoring on the Coast, especially in the Pender Harbour area, without any more government funding.

PODS Community Rezoning Meetings

- *PODS is like a lighthouse.* It is there to protect us and provide a warning of degradation of our aquatic environment so that we can respond accordingly and keep what we have here for future generations.
- The first publication about the concept of PODS was released in 2015. This is when we started planning a comprehensive monitoring program. In fact, for the past 4 years, we have been out there monitoring regularly and as part of the Salish Sea Monitoring Program organized by the Pacific Salmon Foundation we have been out there from spring to fall every 10 days. The information gained is processed by the Pacific Salmon Foundation and includes results from a dozen vessels sampling different regions of the Salish sea and is building up a picture of how marine conditions vary from place to place and over time.
- Our main objective is to conduct more research and monitoring.
- We have conducted 10 Annual Bioblitzes so far. For example, the one on Nelson Island had over 150 people attending!
- We had a Capacity Building Meeting in November of 2015.
- The Lagoon Society was formed in 2001. Since then, we have raised almost \$15million.
- Over the years, we have met with many politicians, including many recent meetings with Pamela Goldsmith-Jones.
- Liz Cunningham who wrote Ocean Country came to speak to us at the Iris Griffith Centre (IGC).
- The Pender Harbor Coastal Waters Monitoring Program (PHCWMP) was initiated in 2016. We've had many volunteers helping with this program, including dozens of European students coordinated through the Experience Education Program in Vancouver. We are always looking for new volunteers. This is funded by the Sitka Foundation and we also just received additional funding from BC Gaming to fund this program, which will bring in another \$18K. We're looking at sea lions and seals, eelgrass, salmon escapement, forage fish eggs, invasive species and intertidal invertebrates and algae. The monitoring programs are set to expand year-on-year and that is why we require a permanent facility in order to maintain them for generations to come.
- *PODS Away*, a video about the PODS project, was featured on Global TV News
- We've held a lot community open houses, including two in April 2017.
- We participated in the May Day Parade in 2017 and 2018.
- Our patron, Judith Guichon, the Lieutenant Governor came to visit IGC in June 2017 (she has since retired from this position). Many people came that day, including nearly 200 school representatives from all over BC who contribute to her Stewards of the Future program. She has agreed to continue to be our Patron.
- In September 2017 we successfully acquired the site at Irvines Landing where we would like to build PODS. The support from the local community in raising the necessary funds was extraordinary!
- For the last two years, we've held a Christmas PODS Pier Party after renovating the pier and each year we decorate it with lights and Christmas trees for the local community.
- We've also held two *Quiz Nights* at the Legion in Madeira Park to raise awareness of PODS.

PODS Community Rezoning Meetings

- We cleaned up Joe Bay in April 2018. The divers brought up many items including: bottles, dishes, old tires, and many other discarded items.
- We held a Salmon Festival at IGC in 2018. The local ukulele group called *HUGS* played music at this event.
- Starting this year, we will be taking over the Annual Mushroom Festival in Madeira Park.
- Michael showed a historical photo of Pender Harbour (perhaps taken in ~1960s) that showed that it was always a very busy place which has always had a commercial use since the steamships first arrived in 1891. Irvines Landing Pub opened back in the 1980's and was very popular with locals and visitors and on a good would serve up to 500 meals. There were a lot of boats coming in and out of the area at this time and had a busy marina. A lot of people have fond memories of their meals at the pub and have missed it greatly since it was closed down about eight years ago.
- We want to keep our environment safe, clean, and healthy. We want to safeguard the future. PODS is like a lighthouse. That's why we are here. We want to keep this place as the wonderful beautiful place that it is today!

DESIGN (Jeremiah)

- Jeremiah also gave a PowerPoint presentation. *Some points that he made:*
 - PODS is a combination of aquarium galleries, research labs, classrooms, an auditorium and family restaurant.
 - The area has a long history: steamships, settlements, and commercial activities.
 - He talked about all the people involved in this project: consultants, architects, engineers (energy, electrical, mechanical, and structural), people looking after hydraulic concerns, travel consultants, etc.
 - A key design goal of the PODS facility is to make it as sustainable as possible and also to be deeply connected to nature and to the history of the area.
 - Jeremiah talked about how he visited Rick Crook, a local boat builder in the area. In the PODS design, they have taken into consideration how he constructed his beautiful wooden boats.
 - The Program Area will be 5000 square meters.
 - We considered how these buildings would be placed on the land, and the natural ocean boundary line.
 - We plan on having service areas between the buildings.
 - The buildings (besides the PODS) will be designed to fit in with the natural landscape (more subdued and part of nature). The PODS will be the main focus to draw in mariners off the water.
 - On the undeveloped portions of the site, we want to restore the habitat to what it would have been like many years ago.
 - There will be different stages of construction: 1) First stage: we'll be building the bottom part of PODS, which includes the three PODS, the research labs and the classrooms as well as the restaurant and outdoor patios; 2) Second stage: will be to build the auditorium; 3) Third stage: will landscape the whole site with native plants.

PODS Community Rezoning Meetings

- *Subterranean level:* There will be washrooms, kitchen dry storage, large mechanical area, dive center equipment area, wet lab, fridge freezer, preparation for animals in the tanks, and lockers for staff on the lower level.
- *Main entry level* for PODS: GastroPod: restaurant and pub. There will also be a 360 degree cinema, aquariums and interactive displays. There will also be cultural displays and interpretive videos, as well as a gift shop and bookstore. The top level will have beautiful views.
- *Upstairs:* The PODS offices will be here.
- *In between the Pods:* There will be a vegetative roof and outdoor seating area.
- The auditorium parking will be embedded in the land in underground parking lots which will be partly sunken in the cliffside. The auditorium will be a dynamic and flexible space that can be divided into four smaller conference areas or opened up as a banquet space.
- On the upper level of the auditorium, there will be a rooftop lobby and caretaker's residence.
- We are trying as much as possible to use local materials such as: cedar, fir, granite, slate and locally grown vegetation.
- We will build at the 5.5 metre level above sea level to accommodate for rising sea levels.
- We are taking into consideration the size of the neighbour's house and their view. We will not build above their house and will put in a tree buffer. We have designed PODS to be sensitive as possible to our neighbours' peace-and-quiet.
- There will be a close-loop heat exchange system aimed at Net Zero Energy so that it will be fully sustainable. We will return the used water back to the ocean fully treated using a 10:10 wastewater treatment system.
- Currently, we are planning for 51 parking spots on the site, though we know that we will need more. We will stress to the people visiting PODS that they use alternative ways to come there, such as boat shuttles from Madeira Park and satellite offsite parking for big events. We will also use a valet parking system and an electric boat shuttle service from Madeira Park.
- Currently, the zoning on the PODS property is partly residential and commercial. We want to rezone it for "mixed use" to allow for research labs, classrooms, an auditorium, gift shop, restaurant, and outdoor performance areas.
- Jeremiah explained the progress so far since 2015.
- The architects will be starting the next set of design drawings in the next 2 or 3 months. This will take ~10 months to complete.
- We welcome your feedback which will be taken fully into consideration in the final stages of the design process.

Yuli (SCRD representative)

- PODS has applied for a zoning amendment.
- Why does PODS need to apply? Right now, the zoning on the PODS site is for tourist/commercial use. This allows for a marina, campground, and a restaurant. The site currently has a split zoning designation with residential and commercial designations. The reason that PODS is applying for rezoning is because the existing zoning doesn't fit with PODS' proposed activities. The new zoning

PODS Community Rezoning Meetings

requested would allow for mixed use designation to accommodate PODS plans for public assembly to visit the exhibits, an auditorium, restaurant, retail, research, etc. This is what this meeting is about.

- o The rezoning process: PODS applied for rezoning (which was submitted in late July last year); there has already been a first reading; and now we are holding 2 community meetings (first one is today for the local residents and the second one will be next week in Madeira Park for the wider community) to get the public's input. The second reading will then be held, after which it will be opened up to the public again; after that there will be a third reading and final approval would be given at the fourth reading shortly afterwards.
- o There has been no decision made about rezoning at this point. There are many opportunities for the community's input and this is one of them.

QUESTION AND ANSWER PERIOD

This portion of the meeting gave the community the opportunity to voice their concerns.

David Twentyman (a close neighbour): I think that there hasn't been any consideration for Irvines Landing itself. The surrounding area is made up primarily of quiet residential cul-de-sacs. There are also many properties here that are worth over \$1Million. There are three families that have been there over three generations. My family has personally lived here for 28 years. This is a wildlife area. The deer use it. They swim across to the islands. The does go over to give birth to their fawns each year and we watch them go back and forth across the water. The eagles and herons are all part of our quiet area. I cannot accept rezoning in this area. People have bought homes here and invested here for their families. PODS would be out of scale for what is here. There is no consideration for the people living here. It is a dead end and not a place to put a multi-million dollar investment. After the last party, people were driving and turning around on our dead-end road and we found junk that people left lying around. The pub that used to be here catered to the local environment. I feel that PODS should be located in a major area, not at Irvines Landing. This is a residential area. You will not be able to control the traffic flow. Do people really want to come with your family and park at the PetroCan or Madeira? People are so used to driving their cars. I believe that there will be cars driving up and down the road and that you won't be able to control it.

Andy: We need to make sure that we address your concerns, especially regarding wildlife and traffic, and we will.

Bob McConnel and Wife Danene: I feel that project is in the wrong location and that there aren't enough people on the Sunshine Coast to make PODS successful. It's a big change for us. We've been here almost 50 years. We could live with a research centre but not all the other things. What you have planned, has a big footprint like the Vancouver Aquarium. We should have 500 parking stalls and there just isn't room for all that.

Michael: The existing number of people coming now are enough to make PODS work. It's not reliant on having more people coming from Vancouver to make it successful. We will bring people in the winter when the

PODS Community Rezoning Meetings

local businesses need customers most. The pub had up to 50 people parked there on a busy day. Next week, the Business Plan will be complete. At the absolute maximum there might be 600 people/day but the pub used to sell as many as 500 meals a day according to the owners.

Bob: Bob thought that this was wishful thinking. It's gotten out of hand and has gotten too big. I feel that this facility should be located where the people are and PODS shouldn't have to transport them. I feel that it is commendable work but it is in the wrong location. They are 4 generations at this spot. I think that the PODS visitors are going to park on Dames Rd.

Bob: I hope that it is not successful because it will change our way of life. People will look for parking and will be outside of my driveway.

Michael: We'll be bringing in people in like the Fungi and Fiber Festival which brought in 160 participants in October 2017 to the area and they spent a lot of money in local restaurants, shops and hotels. More people in the area in the winter is good for business in town and could help keep many businesses keep afloat during the shoulder season and in the winter.

Barbara (the neighbour directly above the Irvines Landing property): I'm opposing the change for rezoning of the lot. The whole lot next to me will be demolished. My house is the only other historic building here. Two weeks ago, (she pointed out to Yuli), at the last public meeting, I told them that if anything was to be changed in the plans, that the neighbours were to be notified. Recently, there was a planning department meeting and I wasn't notified. The plans went to the Planning Committee for the first reading. SCRD has been negligent about informing the neighbours. I asked the architects to provide me with adequate elevations and I haven't received any news about this. This is pretty shabby and sneaky. I invite everyone here to reject the rezoning application.

Yuli: We do not notify the community until we receive formal recognition for rezoning. The neighbours are notified once the application, only after the first reading, can we notify the neighbours. We are not trying to hide anything. We need to follow the procedures in order to be fair to everyone. We don't respond to individual requests, but you can appear before a delegation if you wish.

Yuli: It is advertised in the newspaper.

Andy: This is early in the process. We are trying to get you (the community) on board first. There will be a lot of opportunities for your input.

Bob and Cecilia: We love this area because it is quiet and peaceful. My first concern is bringing in all this traffic. The road is breaking down and people want to drive their cars because it's convenient. My second concern is our neighbour, Barbara. To put a building there is just wrong. As it sits right now, I cannot support this project. Barbara's property value is going to drop.

PODS Community Rezoning Meetings

Andy: How can we adjust the design so that the residents still have their views? Jeremiah has made adjustments.

Jeremiah: It won't be the maximum view that you had, but you will still have a view.

Michael: Within nine months, the Ministry of Transportation and Infrastructure (MOTI) have assured us that they are going to be completely rebuilding Irvine's Landing Road. We attended a meeting held by the Chamber of Commerce at the Legion in Madeira Park where the local MOTI representative gave a talk about the state of our highways and with many other attendees, we lobbied hard to ensure that repairs to Irvines Landing Road were urgent and needed to be addressed immediately. Temporary repairs were subsequently carried out three months later.

Neighbour adjacent to PODS property: A neighbour had a concern about people walking on the street and asked about the possibility of installing sidewalks?

Another close neighbour: A resident had concerns about peace and quiet. I don't blame the neighbours being concerned.

Barbara: She was concerned about garbage lying around.

Lee-Ann: We have cleaned up the site considerably and removed dozens of bags of garbage and we have cleaned up the pier and keep the site clean, including clearing up dog mess all the time.

Bob Fielding: He reminded everyone what was proposed before: a store and a restaurant and condo units. He said that moorage would not be open to the public and there could be a big marina here under the current zoning. Whether or not PODS is a good or bad alternative, it is much better than what was planned before.

Andy: I am sympathetic to your concerns. PODS is going to attract more people. What kind of people do we want here? Big condos, marinas, or a pub? Do we want an eyesore at Irvines Landing or do we want something grassroots and a way to educate our kids for the future? As long as it designed properly, I think that it is one of the best development options for this area.

Neighbour adjacent to PODS by water: I own lot twenty-five. Parking is a concern. Will there be a charge for the parking? My other concern: Right now, there is public access to go down to the ocean. People like to walk to the water, and cut in front of my yard. Is the public access still going to be available to walk down to the water?

Andy: We will encourage people to walk down to the water. She replied: Does PODS own the dock?

Andy: Yes, we do. If something changes with the dock, the neighbours will be notified.

She replied: Will we still have access to the pier?

Andy: There will be public access to the pier.

PODS Community Rezoning Meetings

Michael: we have to put up a sign that it is “Private” because PODS has insurance liabilities.

Andy: The public access on the left side will be enhanced.

Bob and Cecilia. The ramp is pretty steep.

Andy: Right now, the public can’t use it because it is very steep and potentially dangerous. After everything is constructed, there won’t be a ramp with public access.

Someone else?: I live on Dames Road. We donated to PODS. Since we donated, there have been 11 revisions. We want our money back.

Andy: It’s true that it has evolved beyond what it was originally. The final design came out yesterday.

Someone else ??: You should ask before you make changes.

Michael: there have been many opportunities to have input and we are trying to resolve the issues as they become apparent to us. It takes time to do this. We’re not necessarily going to keep the plan as it is. We will respond to your concerns. We honestly can’t do this any faster if we tried.

Local Neighbour: This is an amazing project if we could pull it altogether and make it work. The alternatives could be a lot worse.

Andy: If we can get everything on board, this will be the right thing. We will make it better for future generations.

Ken Johnson (a Board Director): I bought a lot at Hotel Lake 10 years ago and I too like the peace and quiet. I heard that the Landing was going to be built into condos and that it would have a large marina. That’s what a developer would do to maximize revenue. They wouldn’t care about the neighbours and you wouldn’t have any say in it. The Ruby Lake Lagoon Society could sell the property. Guess who would buy it? A developer. This is the very best option that you could get. You could end up with a Secret Cove Marina right here. With PODS, you will have a world-class facility at your doorstep. I don’t think that you would have hundreds of people every day.

Lee-Ann (staff): I came to the Sunshine Coast to raise a family. We moved to Halfmoon Bay on a quiet cul-de-sac. Now, there is a provincial park next door. There are many people looking for parking and at first we were upset about that, but then we realized just how much enjoyment families were having from visiting the park and we thought ‘we can live with this because of that’; it’s OK because they are enjoying nature. We are OK with it. I work for Ruby Lake Lagoon Society. We like to have fun and invite everyone. I think Pender Harbour is such a gem. People are seeking us out for nature experiences for themselves and their families. I enjoy this community. We have to look to our past and move forward. What kind of future do we want? Biodiversity, a beautiful community? Our intentions are to protect this. Look to the future. I would invite you to give us a chance and know that we have the best

PODS Community Rezoning Meetings

intentions for our community and the future. We would really like to work with everyone and address your concerns.

Andy: we want to build the trust with the community then we would get more support for the community.

Someone else? What about the treatment plant?

Michael: It will have a 10:10 rating which is as high as you can get. I have worked with water quality for many years, and can say that what PODS will have will be of the highest possible quality.

Bob Fielding: I can say that it will be way past what would be required. There has been an environmental study.

Jeremiah: We're looking at different options for water treatment. We will ensure that it is the best.

Jeremiah: Without the rezoning, we wouldn't be able to have the research function.

Andy: We want to try and make that whole area one zone.

Jeremiah: I have to take your feedback and take this into consideration. This is part of the process.

Michael: You would not find a more sensitive group of people to address your concerns and for looking after and preserving the natural environment. We will do everything that we can to address your concerns. We will give you the best that we can. We care.

Joanne Ellis: I have been connected to this area for 74 years. I think that PODS would be wonderful to have.

ADJOURNMENT

The Question and Answer period adjourned at ~12:00 p.m., then there was an opportunity to socialize and have individual conversations.

PODS Community Rezoning Meetings

COMMUNITY REZONING MEETING

- This meeting was held at the Pender Harbour School of Music in Madeira Park on February 2, 2019, between 10 am - 12 pm. The meeting was advertised in the Coast Reporter and Harbour Spiel. Notification of this meeting was sent to the immediate Irvines Landing residents by mail and notices were delivered by hand.
- We greeted people at the door and recorded their names and email addresses. Two brochures were for available for them: *Architectural Renderings + Drawings* and *the Business Plan*.
- A form was also available for anyone who preferred to give comments in writing, rather than voicing out loud in in the meeting.
- 42 people attended the meeting.

The meeting commenced at approximately 10:00 a.m.

Michael began the meeting by showing a short video about two underlying concepts that underpin the design of PODS: the *Fibonacci Sequence* and the *Power of Eight*. He said that these are important to PODS because they link sciences to the arts and is a powerful mathematical formula that seems to mirror many complex patterns exhibited in the natural world, such as the architecture of flowers, pine cones and mollusk shells.

PODS Community Rezoning Meetings

Welcome (Andy Teal):

- Andy described the purpose of the meeting was to allow the attendees to ask questions about the project in respect to our rezoning application.
- Introduction to the PODS team: *Jeremiah Deutscher* (Architect and Lead Consultant- he is coordinating the technical aspect of PODS), *Michael Jackson* (Executive Director), and *Yuli Siao* (Lead SCRD Planner- our main contact); *Lee-Ann Ennis*, *Jenn Blancard*, and *Lynnette La Marre* (recorder)
- He reminded the audience, that during the Q&A period, to give their name and where they live.
- *Meeting Agenda*: Background, Update & Final Business Plan; Latest design and some of the details; and a Q&A Session.
- Andy told everyone that we want to hear what the community has to say about rezoning and to be able to respond to any concerns.

BACKGROUND, UPDATE, AND FINAL BUSINESS PLAN (Michael)

- Michael gave a PowerPoint presentation, which had 2 parts: 1) Origin & Evolution of PODS; and 2) the newly completed Business Plan.
- These are some of the points that he made:

Origin and Evolution of PODS:

- This began in 2012, when we hosted the Biodiversity Summit. We raised \$350K to host this program which lasted 4 days and had 150 attending. We have always been fortunate in being able to attract considerable funds mostly from off the Coast. At the summit it became clear that we were losing many of our monitoring programs and research capabilities primarily due to cutbacks in DFO. We used to have 7 DFO personnel working full-time in Madeira Park and now, we have none. It was recognized that there is a big gap in the information about our coastal waters, both marine and freshwater.
- PODS is quite like a lighthouse in that it provides a warning of dangers ahead for the whole watershed and it protects us against potential loss of our natural assets.
- *25th Anniversary at Sargeant's Bay*: This was the first time that PODS was mentioned to the public.
- We have been hosting an *Annual Bioblitz since 2006 – cataloguing animals and plants in different localities in the Pender harbor region*. This is very important monitoring that allows us to build up a picture of what amazing biodiversity we have and what is going on with our aquatic environment.
- We had a *capacity building meeting* in November of 2015.
- We had different celebrations, such as the Melanesian Wingding which was both a serious scientific lecture on the birds of Melanesia and an opportunity for live music and a celebration thanking everyone for what they do.
- We have been keeping in touch with Pamela Goldsmith-Jones who is looking into identifying potential funding for an Environmental Protection Unit at Irvines Landing

PODS Community Rezoning Meetings

- *Cleanup on Thormanby Island:* We filled 6 barge-loads full of styrofoam and plastic collected from all the beautiful bays and coves along the shore of the island. We are going to apply for funding for a prototype 'Styrofoam Vacuum' to help us with cleaning up all the millions of beads that have broken down in the waves from the larger blocks and are now washed up in the bays all along this beautiful shoreline.
- We like to bring in experts from around the globe. For example, the author Liz Cunningham, who wrote a wonderful book called *Ocean Country*, gave us a very moving presentation about the desperate state of some of the world's oceans.
- We received funds from the Sitka Foundation (\$15K/year) to initiate the Pender Harbour Coastal Waters Monitoring Program (PHCWMP) and we are now monitoring sea grass, invertebrates, salmon escapement, forage fish, invasive species and pinnipeds. Now we've now got these 6 programs up-and-running, and we are expanding them each year and there will be another 6 programs added before long.
- *The PODS Away* video was shown on Global TV. We've been featured on Global TV 3 times and there will be another feature coming one soon.
- We always participate in the *May Day Parade*.
- Our patron, Judith Guichon, the Lieutenant Governor, came to visit the Iris Griffith Centre (IGC) in June 2017. She has since retired from this position but is still offering to be our patron. She is a huge supporter of PODS. Many people came to IGC that day, including school groups from all across BC. There were over 200 people there that day!
- We acquired the Irvines Landing property in 2017. The land is just beautiful, and we want to maintain that.
- We have held two *Quiz Nights* at the legion to raise funds for PODS.
- Pender Harbour Coastal Waters Monitoring Program is going very well.
- We held a *Salmon Festival* at IGC in 2018.
- We originally started the Mushroom Festival, then SCHROOM took it over but now won't be doing it anymore. We will be taking over organizing the festival again this year.
- We hold a BioBlitz annually. This year, we had one in December. This is a great time for the divers because the visibility is great this time of year. We recorded a 7-paged list of organisms that the divers saw.
- The PODS site has always had much commercial activity over the years. The Pub was a very busy little place. It wasn't unusual to have several hundred people a day there during the summer months and as many as 500 meals could be sold in one day.
- We do a huge amount of work with the Pacific Salmon Foundation; every 10 days for the past 4 years, we have been collecting information about our waters.
- *PODS is about children:* We've been doing Nature School programs since 2005. We do many different programs with the children. We've got think about our kids. We have to do something about it now. A lighthouse is there to protect us. We are here to protect what we have for the future. We have to protect the water and the watershed. It protects us with clean air, pure water and free food. We need to know how our watershed functions in order to best protect it.

PODS Community Rezoning Meetings

Business Plan

- Please do not have any doubt of whether or not PODS is a business. It is a business.
- *The Table of Contents*: Michael talked about how it is based on a number of different principles including the Fibonacci Sequence, the power of eight and the symbol for infinity (= sustainability). He also noted that an octopus has eight brains, one in each of its tentacles!
- *Value Proposition*: these are the values that we are focused on:
- *Research*: is at the top
- *Monitoring*: next priority
- *Education and Protection*: We have already done a lot of work in this area
- *Economics*: Is fundamental to this project. PODS will increase business revenues in the winter months and the infrastructure is quite capable of coping with the extra demand at that time of year.
- *Culture*: Is very important. ie. heritage boat building, traditional industries such as fishing and logging have created a colourful culture in Pender Harbour. PODS is reflective of the Pender Harbour Spirit.
- *Connections* with musicians, arts, science, First Nations. We need to connect to each other as well as with the natural world as much as we can.
- *Confluence*: The important connection between arts and science.
- *Need for PODS*: All of those things makes PODS very special.
- *How will people get to PODS*: For example, from Madeira, tickets for PODS tours will include parking your car in Madeira and taking a regular boat shuttle to arrive at Irvines Landing by water. This is the best way to control the numbers arriving at PODS at any one time.
- *Sustainable*: This will be one of the most energy efficient buildings on the Sunshine Coast. We are also looking at tidal power and are working with University of Victoria on this.
- *Cultural Engagement*: Dionne Paul carved our Welcoming Pole at the Iris Griffith Centre. She has created a drawing of a new sculpture, possibly to be cast in bronze, which will be set beneath the waterline for the divers to see when visiting PODS.
- We also have a Performing Arts School in our design which would be a huge benefit to the arts here in Pender Harbour.
- We will have galleries that show off the local aquatic habitats from the top of the Caren Range down through all the different ecosystems to the deep ocean.
- We'll have 3 pods: the Gastropod, Discovery POD, and the Explorer POD.
- *Transport Study*: We've done a tremendous amount of work with the consultants on this.
- *Sources of Funds*: Gallery admissions and the restaurant, Citizen Science Programs, and Education, Research/teaching rentals (SFU and Capilano Universities will pay us for the use of the labs and use of the facility), and corporate retreats. We're looking into bringing up to 250 people a couple of times a week in the winter. We have the accommodation, restaurants and the infrastructure here already to easily deal with this many people. There will also be nature tours, and vacation packages that we expect to be a rich source of revenue.

PODS Community Rezoning Meetings

- How many people are we expecting on a given day? About 300 on a regular day and sometimes more during events. It works out to be no more than used the pub during the summer months.
- We already have a number of important partners. We currently have an MOU with Simon Fraser University and have been in talks with making similar arrangements with Capilano University.
- We currently employ 11 people and will have another 22 when PODS is built.
- We have some of the best people in the business designing PODS.
- We have many volunteers and continue to look for more. If anyone is interested, please talk to Jenn.
- *Project Management:* We have a very well-organized fundraising strategy and have already raised \$3 Million dollars for PODS. We will be focusing on fundraising as a top priority now and have been for a long time.
- *Marketing:* Canadians spent much more time in nature than Americans. The most common travelers are the Germans, then the British.
- We currently have over 4,000 Facebook visitors.
- We do a lot of merchandizing.
- We are business people and we are very aware of not only making sure PODS is viable but also ensuring it is sustainable in the long term. We have spent two years on the PODS Operational Model. There's are about 60 different variables that you could enter into the model. We are looking at all the costs and sources of revenue. We can also change the scenario of the model. We have given this much thought.
- Like a lighthouse, we are casting a light on obstacles ahead and finding ways to resolve them.

Andy:

- Michael has done an excellent job.
- This is the most extensive Business Plan that I've ever seen. It has to be detailed and have thorough insight to make sure that it is viable. This is in the Business Plan. It will be sustainable.
- Capital Investment: We have lots of support from philanthropists.

Anne Clemence:

- Is there any other group doing something similar like PODS? **Michael:** Some groups are doing something similar but they are quite a ways away (ie. Bamfield), but no one is doing anything like PODS in terms of arts and science. The Shaw Ocean Discovery Station in Sydney would be the closest in size and scale, and they are successful.

DESIGN (Jeremiah)

Jeremiah gave a brief PowerPoint presentation. Some points that he made:

- We planned for PODS to have a deep connection to nature and an iconic presence.
- PODS is a combination of aquaria, exhibits, research labs, dive centre, auditorium, restaurant, classrooms and research labs.
- *History:* Includes steamships, First Nations, and boat-building, forestry and fishing as well as other commercial and community-driven activity.

PODS Community Rezoning Meetings

- *Many people involved in the project:* Some of the people involved are: architects, engineers (energy, electrical, mechanical, and structural). There will be aquarium consultants, hydraulic, and traffic consultants.
- We looked to nature to come up with this iconic form. We looked at trees and boat building to come up with the shape of the PODS. I visited Rick Crook, a local builder, to see what he does with wood.
- The program area will be approximately 5,000 meters square. We want to make it work with the site and are considering the natural boundaries. We have considered how the PODS will be placed. There will be service areas in between the PODS. The remainder of the buildings are looked at as landscape forms (the PODS will be the main focus).
- We are restoring local habitat and bringing it back to what it was many years ago.
- PODS will be built in phases.
- Jeremiah spoke about what will be on the sub-terranean level, the main level, and on the roof. He spoke about the 3 PODS (Gastropod, Discovery, and Memory PODs) and the auditorium. We want a patio which is an extension of the GastroPOD.
- *Sub-terranean level:* Washrooms, kitchen, dry storage, large mechanical area, dive centre equipment area, wet lab, fridge, freezer, preparation for animals, and lockers for the staff. The lab is there, because we want controlled conditions in there and don't want daylight in the lab.
- There will be a front reception where you can begin your tour.
- Mezzanine on the 2nd level will be for private events.
- The Memory POD will be framed in the beautiful view of the Harbour.
- First level of auditorium: There will be a bar, washrooms, a 200-seat auditorium for performances or conferences.
- On the rooftop, there will be a lobby and area for the caretaker's residence.
- A lot of auditorium structure will be concrete but we still want to have the beautiful wood roof.
- The grouping of the three PODS is meant to instill the idea of people coming together.
- We will use natural materials such as: granite, cedar, fir, green roof, green up all areas that are not built up.
- The auditorium is sunk into the slope at the back of the property. There is some blasting involved.
- We have positioned PODS so that it will be safe from rising sea level. It will be 5.5 meters above geodesic level.
- We want PODS to be passive and sustainable: We have considered this in great detail, including the use of solar panels. We will make it as sustainable as possible and are aiming for Net Zero energy use. We are also looking at tidal energy and consulting with experts at UVIC.
- *Transportation:* We know that this is an issue. We have planned for 51 onsite parking spaces. There will be other types of parking such as satellite parking (with satellite shuttle buses from nearby locations) and also some satellite parking in Madeira Park.
- *Wastewater Management:* We're looking at having onsite wastewater management.
- If all goes well, we want to start the next design stage to bring this to reality. This will take 10 months, then another year for the first stage of PODS.

PODS Community Rezoning Meetings

REZONING PROCESS (Yuli Saio)

- We looked to the Official Community Plan for guidance. Some zones are important for the economic viability of the area.
- The property is zoned as tourist/commercial (C3). This doesn't fit PODS, so, they want to change it to public use for research, education, monitoring, etc.
- Currently, the upper part is zoned residential (R2) and the lower part is zoned commercial (C3). PODS has applied for it to become a PA1D Zone to accommodate research; monitoring, aquarium, theatre, laboratory, research, divers, etc.
- PODS is proposing up to 5000 square meters.
- For every rezoning, there are 3 readings. Right now, we are having the public information meetings (first one was last week) after the first reading. Next, there will be second reading, then there will be a public hearing. Then, there will be a third reading. The SCRD will then make a decision about whether or not to accept or reject the proposal.

QUESTION AND ANSWER PERIOD

- *The community was given the opportunity to ask questions or comment on the rezoning application. Andy took questions from the audience.*

Bill Haskett (Pender Landing property owner): My property touches the NE corner, I have always been in favour of a nice research facility. I appreciate the plan to revegetate all unbuilt areas.

The concerns we have are: light pollution (especially at night), sound (fans, tanks, etc.), and the big thing is smell (from the restaurant). How are these 3 things being handled?

Jeremiah: There are guidelines that we have to follow regarding light pollution, we do not want to take away from the starry skies up here. Smell: We will look at filtering systems for kitchen exhaust and consult with industry experts. Sound: We are going to have a subterranean level to avoid the mechanical sounds. We will monitor the systems for noise, it should be equivalent to a hot tub pump.

Michael: Also, the auditorium will be well sound proofed.

Rachelle (Pender Landing property owner): We live beside Bill. My question is about infrastructure of the road. My concern is about parking and transporting people. A boat shuttle sounds wonderful, but I can see that visitors will use their cars to get to the facility. Who will be responsible for the road?

Michael: MOTI is responsible for the road. We are just as concerned as you are about the road. We had a meeting with MOTI and the Chamber of Commerce and pushed them to repair the road where it was badly eroded, within 3 months. They did the makeshift repairs 3 months to the day and said that the

PODS Community Rezoning Meetings

road would be completely rebuilt in 9 months (which is about now). We want to get the road fixed properly, and it is scheduled to be done soon we hope. We are not waiting for PODS to be built first, we are asking to get it fixed now.

Rachelle: I also have expansion concerns, will there be a second phase and where will those structures be built?

Michael: If we expand, it would be mainly at other locations. We wouldn't be expanding PODS at Irvines Landing. For example, when Bamfield expanded, the new buildings were in a completely different place. PODS needs to be at Irvines Landing because of the proximity to clean water outside the harbour.

Bill Haskett: There were previously plans for lot 32.

Michael: Plans for this are further down the road. We were looking at tiny homes as a possibility.

Bill Haskett: There are rumours about outdoor concerts...

Michael: The auditorium will be soundproofed and we will consult with sound proofing experts. Outdoors, we would have small gatherings. It would be tastefully done.

Ken: We would have something like light classical performance. There would be no rock bands. The outdoor performances would last at most 2 hours. We might even have boats gathering to listening to the music. We appreciate that sound carries over water.

Michael: The auditorium will be the biggest stage on the Coast. We will even be able to fit the Sunshine Coast Symphony Orchestra on the stage in the auditorium. There is nowhere else on the Coast that can accommodate all of these people. People will love the auditorium. It will be a wonderful thing!

Jane McQuat: (resident of d): I am 100% in favour of it. I'm concerned about the site lines, including Barbara Kapeli's house. I can't quite get a grip on the level of the buildings?

Jeremiah: We have already pulled back from where we could potentially build to, in consideration of their place and their view. There will be natural plants in place there which will be beautiful and part of the landscape. We won't be taking away all their view.

Jane: The other thing that I am concerned about is the parking, only 2 accessible parking stalls, and how about ramps and level parking? We have people in our community that need accessibility such as Brad, for example. I want to be able to get around.

PODS Community Rezoning Meetings

Michael: We are going to make it fully accessible to everyone and are in touch with expert consultants on this aspect.

Rachelle (Pender Landing property owner): Is there going to be a public boat launch?

Andy: We have a pier which will remain public. We have our own dock. We want to make the waterfront attractive, welcoming, and accessible. As for the boat launch, we have looked at that and we have great concerns about the slope of the ramp there and have a sign that says "Private Ramp". With the redesign, there will be no public launching there. Instead, we are looking into having a dock that does provide access to the pier. People will be able to tie up their boats temporarily, but it won't be overnight.

Question: How big will that dock be?

Andy: There will be approximately 160 feet of publicly accessible dock.

Michael: In Lund, which is a very busy spot for people going to Savoury Island, there is a company that provides valet parking for hundreds of cars. They take your car, then park it for you, in fields out the back of the village, then bring your car back to you when requested. This type of arrangement has worked out very well in Lund, and we are looking into it to see if it might be a possibility for PODS.

Andy: Thank you Michael. We heard about parking last week. We have to address parking and we will. There are a lot of options.

Michael: The reason PODS has more people is because we are bringing people in in the winter. We are using the same facilities that people are using in the summer and so there is no need to upgrade the infrastructure.

Anne Clemence: Michael just addressed my question, thank you.

Ray DesHarnais (Irvines Landing resident): I support PODS in theory. I'm a donor and we were big supporters when it was a \$10 million plan. I've made some notes from your presentation. You said 2 - 3 symposia / week?

Michael: That will depend on how the programing builds out – it will not all happen all at once and we will slowly test out how things work. The PODS Operational Model (POM) model allows us to test different scenarios in advance to see how cost-effective they are.

Ray: I think it's important to get this straight. It's hard to sell convention spaces from November to March. My concern is that the business case is not viable.

PODS Community Rezoning Meetings

Michael: We created POM for this very purpose and I promise you we have done our homework on this and we also have the help of Simon Fraser University to coordinate conferences and symposia

Ray: The latest cost estimate is \$20 - 30 million?

Michael: That is a Class C estimate which is almost certainly highly inflated – with changes in design that price tag is also changing. We need to wait and see what the Class B estimate is before we can say more closely what it is. The new estimate includes two levels of underground parking which is very expensive. We are looking at a lot of different funding sources, including many philanthropists.

Ray: Will you break ground if you don't have all the money?

Michael: If we don't get funding, then we don't do things.

Ray: I'm concerned that we could have an abandoned building. Painted Boat never worked out. My concern, as a next door neighbour, is that it would be built but you couldn't keep going. (Ray talks here about Rabbit Island, at the entrance to Sabine and Little Bull Passage). Rabbit Island, was an endowment gift received by an Orange County University. It was used as a marine station outpost, but was not sustainable and was sold in 2006 for \$1.2 million. If they could not make it happen, why do you think you are going to be successful? (Ray continues with a question about tax base...)

Ray: How will the rezoning effect taxes?

Yuli: the proposed zoning will change it from commercial to institutional.

Michael: We don't have to pay property taxes on it because we are a non-profit organization and are eligible for tax-exemption – which we have in place.

Andy: You flag a number of things. We want to make sure that it is viable, and that is why we have a business plan. It will be built in stages, as the funding comes. We have started with the monitoring, then with the research building, diving, then we will progress from there, evolving as you will. When the bigger funds come in, then we will continue building.

Kent: What are the hours of operation?

Michael: It will likely be open from 10 a.m.- 10 p.m.

Someone else?: Do you have a timeline for when shovels will be in the ground?

PODS Community Rezoning Meetings

Yuli: A few stages to go. Hopefully, we will summarize all the public comment for the Board. March would be the quickest that we can get to a second reading, then there will be a public hearing, maybe April. Then, we will summarize the comments, provide revisions, then present to the Board for the final reading, possibly in May. The timing is not fixed. It will depend on how things go... May or June.

Andy: Are there any other questions? (Looking around the room...) if not, we will adjourn the meeting.
(11:55 am)

Barbara and Paul Kappeli: (Irvines Landing neighbours adjacent to PODS property). Barbara came to the meeting late, approached Lynnette at the end, and asked that these comments be recorded in the meeting notes. Her concern is the height of the building. She said that Jeremiah wouldn't tell her how high the building would be. She thinks that the wall that will be built will block out her view completely and said that people aren't telling her what is happening. She also stated that she will be putting in a request to appear, *in delegation*, before the SCRD Board at the second reading. She will also be asking why they weren't notified of the first reading.

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – April 11, 2019

AUTHOR: Andrew Allen, Manager, Planning and Development

SUBJECT: DEVELOPMENT VARIANCE PERMIT DVP00035 (REEVES) - ELECTORAL AREA E

RECOMMENDATIONS

THAT the report titled Development Variance Permit DVP00035 (Reeves) - Electoral Area E be received;

AND THAT Development Variance Permit DVP00035 to vary the maximum floor area of an auxiliary dwelling, per Section 502.8(a) and (b) of Zoning Bylaw No. 310, 1987, from 55 square metres to 70 square metres, be issued.

BACKGROUND

The SCRD received an application for a Development Variance Permit (DVP) to vary the maximum auxiliary dwelling floor area regulation in Zoning Bylaw No. 310 from 55 square metres to 70 square metres. A new single family home and detached garage is currently under construction at 291 Pratt Road. An existing 70 square metre dwelling (cottage) is also located on the property (Attachment B - Photos). The RU1 zoned property is 4,694 square metres (1.16 acres) and permits one single family dwelling and one auxiliary dwelling unit. The existing, legally constructed, cottage exceeds the maximum allowable floor area for an auxiliary dwelling unit by 15 square metres. In order for the existing cottage to be permitted to remain unaltered upon the occupancy of the new single family dwelling a DVP is required.

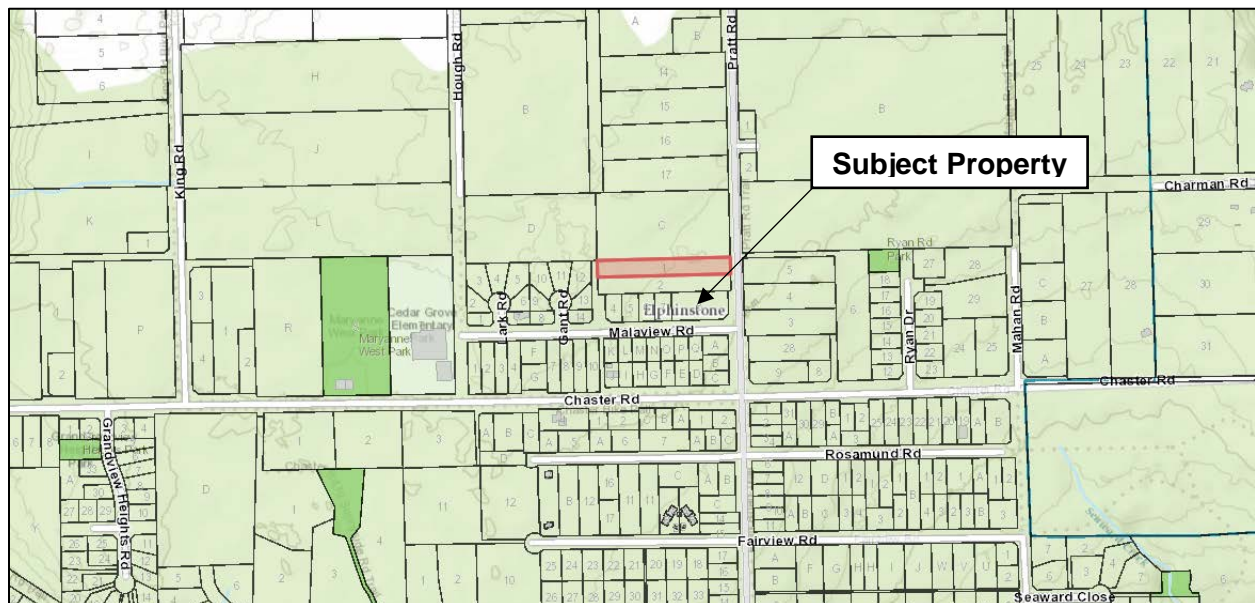


Figure 1 - Location Map

Owner / Applicant:	Julie Reeves
Civic Address:	291 Pratt Road
Legal Description:	Lot 1 Block B District Lot 682 Plan 10177, PID: 009-583-289
Electoral Area:	E - Elphinstone
Parcel Area:	4,694 m ²
OCP Land Use:	Rural Residential
Land Use Zone:	RU1
Application Intent:	To vary the maximum floor area of an auxiliary dwelling, per Section 502.8(a) and (b) of Zoning Bylaw No. 310, from 55 square metres to 70 square metres to permit an auxiliary dwelling.

Table 1 - Application Summary

The existing cottage is located on the eastern portion of the property and accessed from Pratt Road. The new single family dwelling and detached garage are located on the western portion of the property and accessed from a driveway located off of Malaview Road (Attachment A - Site Plan).

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

DISCUSSION

Analysis

The intent of this application is to permit the existing cottage to remain unaltered and continue to be used as a dwelling. Per Zoning Bylaw No. 310 the subject property is permitted a single family dwelling and an auxiliary dwelling. The age of the existing cottage is unknown, however it was likely constructed prior to 1972 which predates the need for building permits and auxiliary building regulations.

The following regulations apply to auxiliary dwellings, pertaining to size and configuration:

Section 502 Auxiliary Dwelling Units

- (8) (a) *The maximum floor area for an auxiliary dwelling unit, where permitted shall be 55 square metres.*
- (b) *The maximum floor area for a building containing a free standing auxiliary dwelling unit shall be 55 square metres.*
- (c) *A free standing auxiliary dwelling unit shall not include a garage as part of the building.*

Section 503 Height of Buildings and Structures

- (7) *The maximum height of a building which is separate from the principal residence and which contains an auxiliary dwelling unit shall not exceed 4.5 metres.*

In order for the cottage to be considered an auxiliary dwelling it must meet all of the auxiliary dwelling regulations. The cottage is in conformance with the 4.5 metre height limit, however it is not in conformance with Section 502.8 (a) and (b) that limit the floor area to 55 square metres.

The cottage is 70 square metres in floor area, being 15 square metres over the maximum limit.



Figure 2 - Aerial view of subject property

Options that can be considered to address this non-conformance are as follows:

1. The dwelling can be decommissioned by removing the cooking facilities and thereby reclassifying the building as an auxiliary building. Cooking facilities and overnight accommodations are not permitted in auxiliary buildings. The property has sufficient auxiliary building floor area allowance for this to be an option.
2. The dwelling can be altered to decrease the floor area. This option would likely entail opening some portion of the building to be unenclosed and thereby not count as floor area.
3. The applicants preferred option is to request a variance through a DVP to allow the existing cottage to remain unaltered and continue to be used as a dwelling. This is the intent of the application currently under review.

Official Community Plan

This application is supported by the following goal in the Elphinstone OCP:

5. *To accommodate a range of housing forms, including affordable housing consistent with the existing residential character of the overall community.*

This application achieves the goal of providing affordable housing options through the continued use of existing housing.

The subject property is designated as Rural Residential and intended to provide a buffer to adjacent ALR lands. Policy B-3.1.1(e) states:

- (e) *A second dwelling may be permitted on parcels exceeding 0.4 ha. (1.0 acre).*

The subject property is over 0.4 hectares and therefore the OCP supports a second dwelling. However, the RU1 zone further limits the size of a second dwelling to an auxiliary dwelling. A limited increase in floor area to the existing auxiliary dwelling would still be consistent with this OCP policy.

Options

Option 1: Issue the permit.

This option would permit the existing cottage to remain unaltered and continue to be used as a dwelling upon occupancy of the new single family dwelling. The maximum floor area for auxiliary dwelling would be increased from 55 square metres to 70 square metres to accommodate the existing cottage.

Staff recommend this option.

Option 2: Deny the permit.

This option would require the owner to alter the existing cottage to conform to the current floor area limit. The owner could also decommission the dwelling by removing the cooking facilities and no longer using the building for overnight accommodation.

The existing cottage must be brought into conformance with existing regulations prior to final inspection and occupancy of the new single family dwelling.

Organization and Intergovernmental Implications

The development variance permit has been referred to the following agencies for comment:

Referral	Comments
SCRD Building Division	The Building Division has no objection to the issuance of the DVP.
Skwxwú7mesh Nation (Squamish)	Referred on December 20, 2018. No comments received to date.
Advisory Planning Commission	Referred to January 23, 2019 meeting. The Area E APC passed a motion supporting the DVP.
Neighbouring Property Owners/Occupiers	<p>Notifications were distributed on November 28, 2018 to owners and occupiers of properties within a 100 metre radius of the subject property.</p> <p>One comment supporting the application and one comment opposing the application were received (Attachment C).</p> <p>Planning staff note the existing cottage was constructed prior to land use regulations pertaining to auxiliary dwellings and is a legally constructed dwelling.</p>

STRATEGIC PLAN AND RELATED POLICIES

N/A

CONCLUSION

The SCRCD received a DVP application to increase the maximum permitted floor area for an auxiliary dwelling from 55 square metres to 70 square metres. An existing cottage currently exceeds the permitted floor area and due to the construction of a new single family home a variance is required if the cottage to remain unaltered.

Planning staff support this application as it conforms to goals and policies within the Elphinstone OCP and it maintains existing affordable housing options in the area.

Attachments

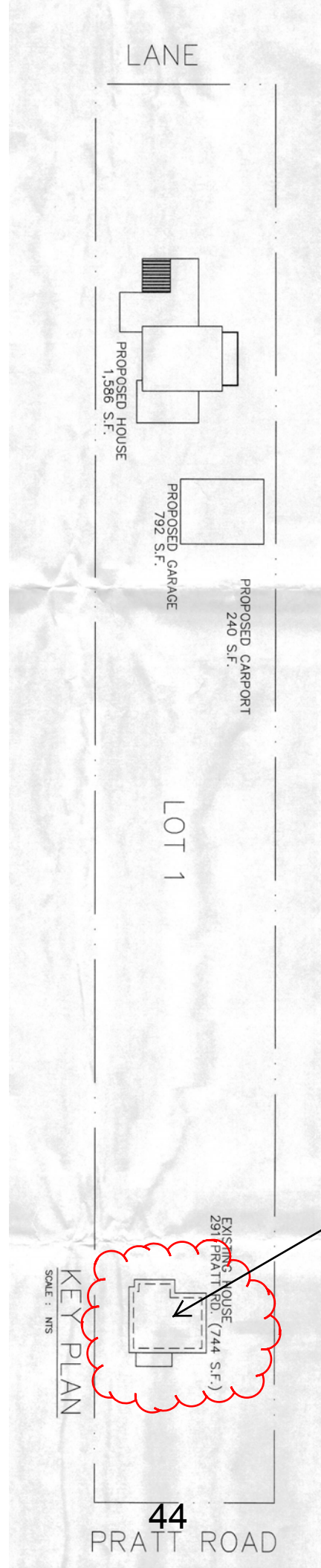
Attachment A - Site Plan
 Attachment B - Photos
 Attachment C - Comments Received

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

Site Plan

291 Pratt Road

Attachment A



Existing Dwelling
subject of Variance
to increase maximum
floor area of Auxiliary
Dwelling from 55 m2
to 70 m2.

DVP00035 SITE PHOTOS

West elevation of existing cottage.



East elevation of existing cottage. Note driveway access from Pratt Road.



Paul Tingley
Occupant and Owner
258 Pratt Road
Gibsons, BC
V0N 1V4

Dec 24, 2018

Sunshine Coast Regional District
Attn: Sven Koberwitz

RE: SCRD FILE NUMBER DVP00035

Thank you for the notification letter I received dated November 28, 2018 regarding the applicant's request for a Variance Permit at 291 Pratt Road.

I am writing in full support of this application and make the following observations that support my position:

- The property is a large, long lot that fronts on two streets, making it easy to separate the two dwellings while not unduly compromising the total lot footprint.
- I believe the Development Permit will not affect the equity or enjoyment of other property owners in the area, including my own.
- The property owner has demonstrated quality workmanship in the upgrade of the property and respect for local ordinances.
- Given the shortage of affordable housing locally, it flies in the face of logic to decrease the floor area available in existing structures.
- In my opinion, the square meters available for housing on these large lots (fronting two roads) are unduly restrictive and need to be reviewed and amended.

Thank You for Your Time and the Opportunity to Submit Comment.

Sincerely

Paul V. Tingley
258 Pratt Road
[REDACTED]

Sven Koberwitz

From: Robert Beaupre <[REDACTED]>
Sent: January-10-19 11:49 AM
To: Sven Koberwitz
Cc: [REDACTED]
Subject: Variance Permit DVP00035 - 291 Pratt Rd.

Hi Sven,

If we lived in non-zoned land, I wouldn't care if the second dwelling at 291 Pratt Rd. was 55 square meters or 70 square meters.

As it stands, we have zoning and I strongly believe that everyone be treated the same.

I know many people that have made decisions based on zoning for auxiliary dwellings and advice from the SCRD based on zoning. I know people who have made major decisions based on the rules as laid out. They have made their first home to the specs of the auxiliary dwelling so that when they save up enough to build their main dwelling, the original building is to the specs of an auxiliary dwelling. People who have not bought because an existing building is larger than the size of an auxiliary dwelling and they would have had to do x,y,z to comply after building a new house elsewhere on the property. And others that have weighed the cost of building an auxiliary dwelling at the zoned size vs the usability/return and made decisions based on that.

Allowing someone, who as I understand it, is asking for forgiveness instead of permission, to not follow the rules, is unfair to everyone else.

Why shouldn't everyone just build a second house larger than 55 square meters and ask for a variance?

Plenty of people would love to be able to put a second dwelling on their property that is 70 square meters vs 55 square meters. If that is in the public interest, let's change the rules and allow everyone to do it. If not, I don't think that telling everyone the rules are one way and then allowing a backdoor around the rules is the right way to go.

Thanks,
Robert Beaupre
312 Hough Rd. Gibsons.

This email was scanned by Bitdefender

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – April 11, 2019

AUTHOR: Andrew Allen, Manager, Planning and Development

SUBJECT: DEVELOPMENT VARIANCE PERMIT DVP00038 (JOHNSTON)

RECOMMENDATIONS

THAT the report titled Development Variance Permit DVP00038 (Johnston) be received;

AND THAT Development Variance Permit Application DVP00038 to vary the natural boundary setback, per Section 516.1(c) of Zoning Bylaw No. 337, from 20 metres to 7.5 metres to permit an addition to a legally non-conforming single family dwelling, be issued, subject to:

- 1. A covenant registered on title that confirms that the setback relaxation for the addition is one-time-only and all future buildings and structures shall meet the setbacks established within the zoning bylaw;**
 - 2. Comments received from the *shíshálh* Nation.**
-

BACKGROUND

SCRD has received an application for a Development Variance Permit (DVP) to relax the setback to the natural boundary of North Lake from 20 metres to 7.5 metres. The intent of this application is to permit a 28 square metre addition to an existing 45 square metre dwelling. The dwelling is sited within the required 20 metre setback from North Lake. The siting is considered legally non-conforming as the building was constructed prior to the adoption of setback regulations in 1976. In order for the addition to be permitted a DVP is required. The Egmont/Pender Harbour Official Community Plan (OCP) contains policies that support a one-time 28 square metre addition to non-conforming dwellings located within lake setbacks.

Table 1 - Application Summary

Owner / Applicant:	Doug Mulligan for Irene Johnston
Civic Address:	6147 North Lake Road
Legal Description:	Block D District Lot 6964, PID: 024-485-837
Electoral Area:	A - Egmont/Pender Harbour
Parcel Area:	1.16 Hectares
OCP Land Use:	Rural Residential A
Land Use Zone:	RU2
Application Intent:	To vary the natural boundary setback, per Section 516.1(c) of Zoning Bylaw No. 337, from 20 metres to 7.5 metres to permit an addition to a non-conforming single family dwelling.

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

DISCUSSION

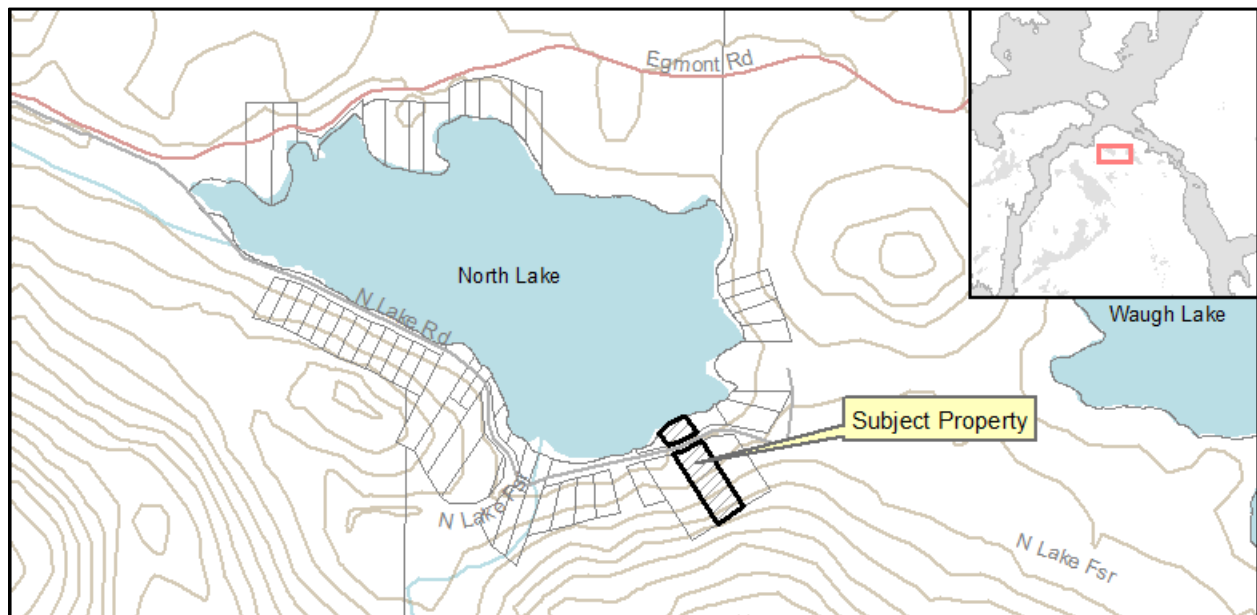
Analysis

The subject property is located at the south end of North Lake and accessed via North Lake Road. A dwelling and several small storage structures are located on the northern portion of the property near the shoreline of North Lake (Figure 1). Most of the 1.16 hectare parcel is undeveloped and located south and up-slope of North Lake Road (Figure 2).

Figure 1 - Existing Development on Subject Property



Figure 2 - Location Map



The applicant is proposing to construct an addition on the east side of the existing dwelling. The proposed plans show the addition extending 4.5 metres (15 feet) into an area that is largely un-vegetated and appears to be underlain by bedrock (Figure 3). No trees are proposed for removal.

Egmont/Pender Harbour Official Community Plan

Policy 3.2.4(m) of the Official Community Plan states that the SCRD may give consideration to additions to existing lakefront dwellings that do not conform to the established lakefront setbacks through a development variance permit application to a maximum floor area of 28 square metres, including deck space, subject to the following considerations:

- i. the addition does not encroach any closer to the lake;
- ii. the parcel complies with current standards and requirements for a septic disposal system pursuant to the Sewerage System Regulation;
- iii. a qualified environmental professional in accordance with the Riparian Areas Regulation assesses the proposal, provides recommendations and identifies the streamside protection and enhancement area;
- iv. a covenant is registered on the title of the property to protect the native vegetation within the Streamside Protection and Enhancement Area (SPEA) and to confirm that the addition is on a one-time-only basis and all future buildings and structures shall meet the setbacks established within the Zoning Bylaw.

The proposed addition within the 20 metre lakefront setback does not exceed the 28 square metre requirement and does not encroach any closer to North Lake.

The applicant confirmed that a new sewerage system was installed in 2009 by a Registered On-site Wastewater Professional. The septic tank and field are located 15 metres and 30 metres from the lakeshore respectively as required by Provincial sewerage regulations.

Development Permit Areas

The subject property is located within Development Permit Area (DPA) 4: Riparian Assessment Areas. Development within DPA #4 requires a report completed by a qualified environmental professional as the DPA is intended to protect fish and fish habitat. The applicant submitted a report completed by Cam Forrester & Associates which notes that if the development is implemented as proposed and recommendations contained in the report followed, there will be no harmful alteration, disruption or destruction (HADD) of natural features, functions and conditions that support fish life processes in the riparian assessment area.

Zoning Bylaw No. 337

The property is zoned RU2 (Rural Resource) which allows two single family dwelling with a 15% parcel coverage. The proposed development conforms to the permitted land use regulations of the RU2 zone.

Section 516.1(c) requires a 20 metre building setback from the natural boundary of North Lake. According to a certified survey the existing building is sited at 7.53 metres. The proposed addition will maintain the existing setback and not encroach any closer to the lake.

Figure 3 - Area of Proposed Addition.



Consultation

This application has been referred to the following groups and agencies for comment.

Table 2 - Consultation Summary

Group / Agency	Comments
<i>shíshálh</i> Nation	Applicant has been directed to work with the <i>shíshálh</i> Nation to address comments received on March 11, 2019. Comments include requirement to conduct a Preliminary Archeological Field Reconnaissance (PAFR) to assess the landscape for possible archeological values.
Building Division	The Building Department has no objections. Variance must be issued prior to approval of building permits.

Advisory Planning Commission	Referred to February 27, 2019 meeting. The Area A APC passed a motion supporting the development variance permit.
Neighbouring Property Owners / Occupiers	Notifications sent on January 17, 2019.

CONCLUSION

The applicant is seeking to relax the natural boundary setback from North Lake in order to allow a 28 square metre addition to an existing dwelling sited within the 20 metre setback. The Egmont/Pender Harbour OCP contains policies that support a one-time addition to existing non-conforming dwellings subject to a Riparian Assessment and a covenant restricting further additions.

Planning staff consider this application to be within the scope and meet the requirements of the OCP policies regarding non-conforming additions within lake setbacks. Planning staff support this application subject to the conditions listed in the recommendation.

Attachments

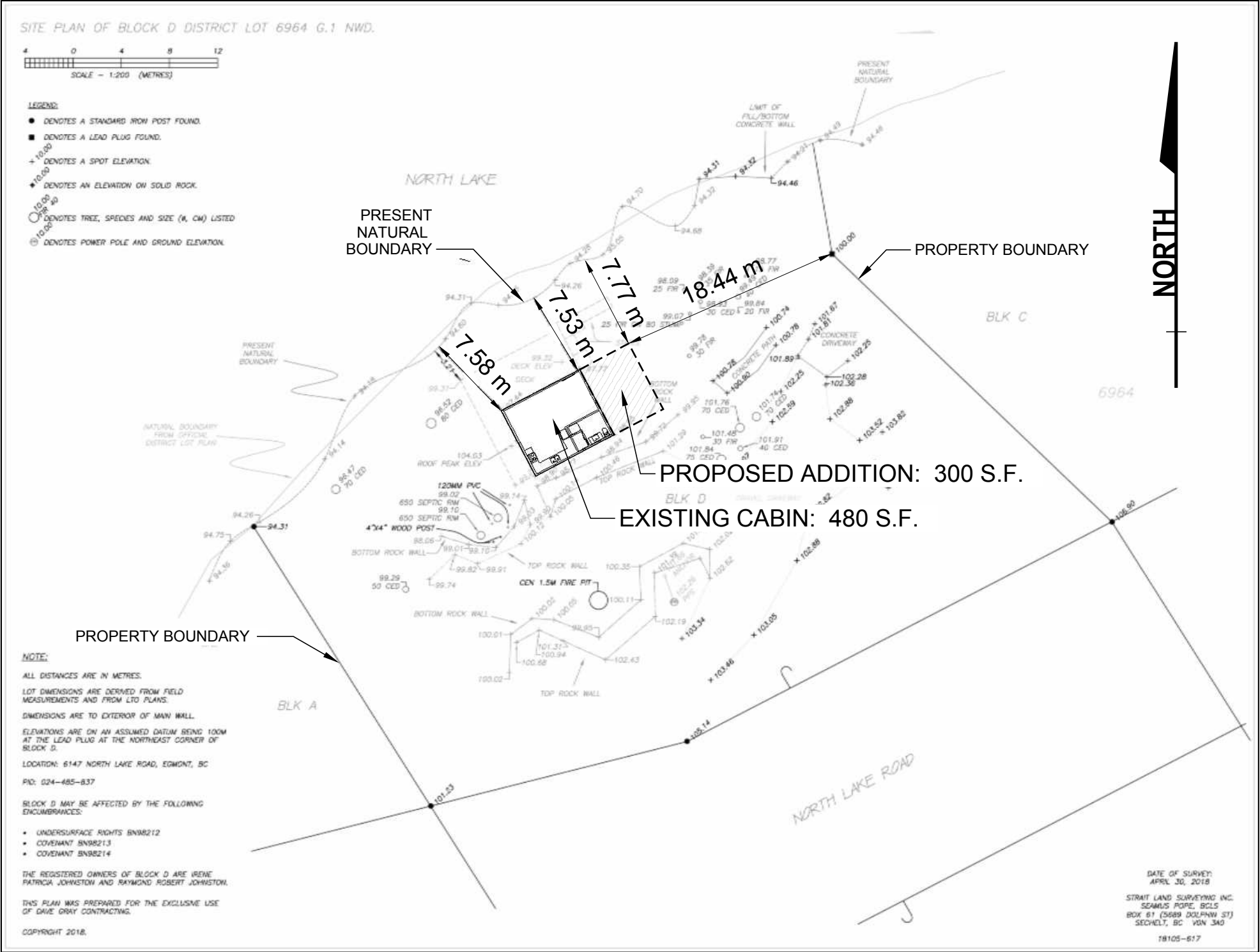
Attachment A - Site Plan and Floor Plans

Attachment B - Site Survey

Attachment C - Riparian Assessment

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

Attachment A



1

SITE PLAN
1:400



2

EXISTING CABIN

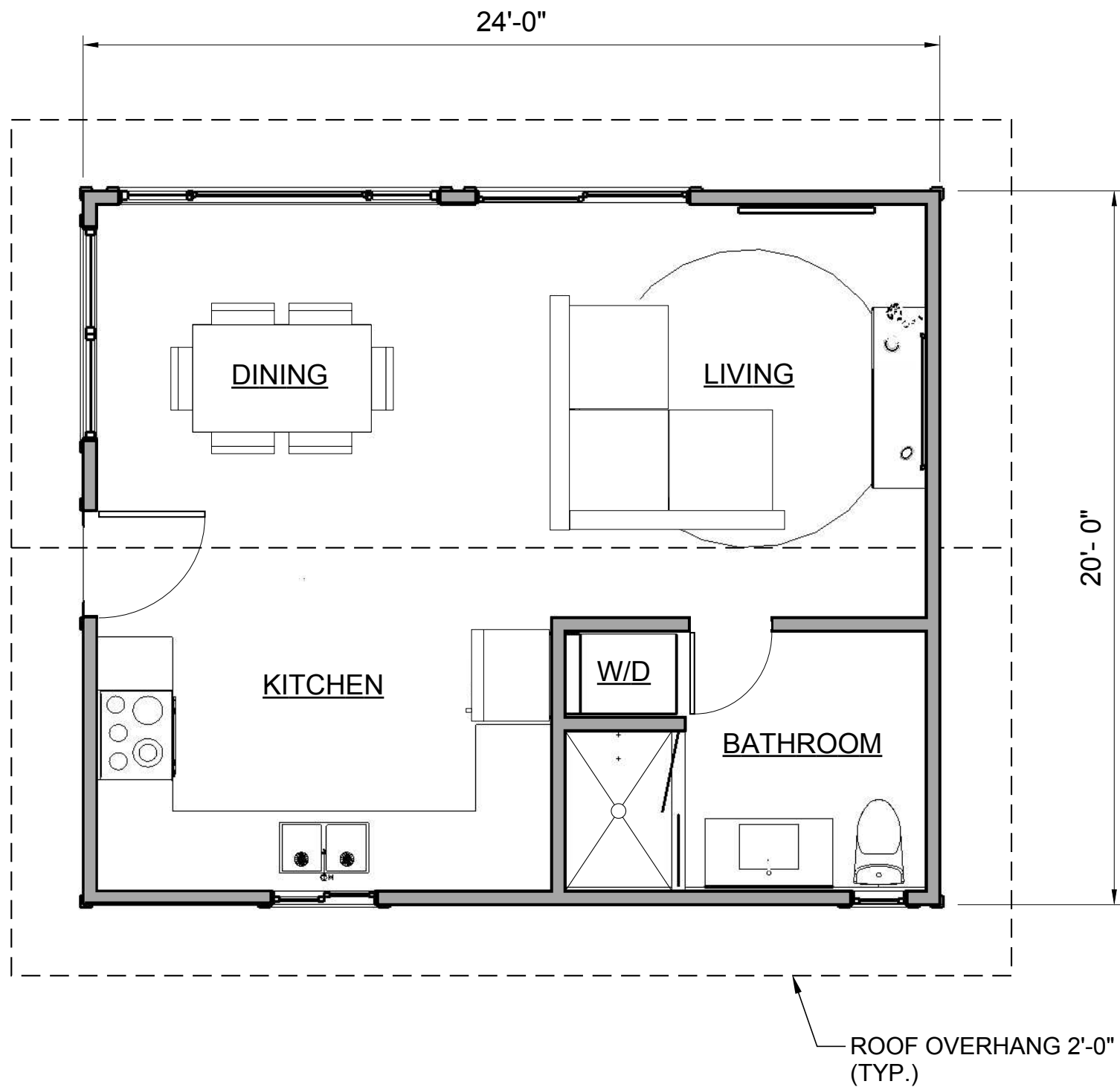


3

PROPOSED ADDITION

Civic Address: 6147 North Lake Road, Egmont B.C.
Legal Description: SITE PLAN OF BLOCK D DISTRICT LOT 6964 G.1 NWD.
PID: 024-485-837
PENDER HARBOUR FIRE PROTECTION DISTRICT
Current Zoning: RU2

Lot Area: 2.89 acres
Existing Building Footprint: 480 sf
Proposed Addition: 300 sf
Total: 780 sf



1 **EXISTING CABIN FLOOR PLAN**
1/4" = 1'



2 **EXISTING CABIN**

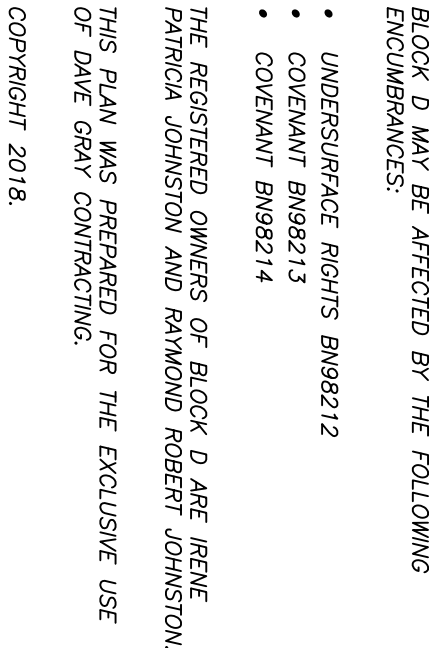


3 **CABIN WITH PROPOSED ADDITION**

4 0 4 8 12

SCALE - 1:200 (METRES)

- ## Attachment B



DATE OF SURVEY:
APRIL 30, 2018

STRAIT LAND SURVEYING INC.
SEAMUS POPE, BCLS
BOX 61 (5689 DOLPHIN ST)
SECHelt, BC VON 3A0

18105-617

Riparian Areas Regulation: Assessment Report

Date 2018-07-06

I. Primary QEP Information

First Name	Cam	Middle Name	S
Last Name	Forrester		
Designation	R.P.F.	Company: Cam Forrester & Associates	
Registration #	#2118	Email: cam_forrester@telus.net	
Address	6231 Sunshine Coast Highway		
City	Sechelt	Postal/Zip	V0N 3A7
Prov/state	BC	Country	CAN
		Phone #	604.885.7112

II. Secondary QEP Information: Not Applicable

III. Developer Information

First Name	Raymond	Middle Name	
Last Name	Johnston		
Company	N/A		
Phone #	604.883.9568		
Address	6147 N :Lake Rd		
City	Egmont	Postal/Zip	V0N 1N0
Prov/state	BC	Country	CAN

IV. Development Information

Development Type – residential single family	RU 2		
Area of Development (ha)	0.1ha	Riparian Length (m)	Affected area - 50m
Lot Area (ha)	2.0+ha	Nature of Development	Residential build/renovation.
Proposed Start Date	Summer 2018	Proposed End Date	Dec 2019

V. Location of Proposed Development

Street Address (or nearest town)	Pender Harbour		
Local Government	Sunshine Coast Regional District	City	Pender Harbour
Lake Name	North Lake – 00331JERV Waterbody ID 729185		
Legal Description (PID)	Block D DL 6964, Group 1, NWD 024-485-837	Region	New Westminster
Stream/River Type	Lake	DFO	2 Area
Watershed Code	900-152008		
Latitude	49	44	53
Longitude	123	58	13

Table of Contents for Assessment Report

	Page Number
1. Description of Fisheries Resources Values	3
2. Results of Riparian Assessment (SPEA width)	5
3. Site Plans & Orthophoto Showing Assessment Area.....	7
4. Measures to Protect and Maintain the SPEA..... (detailed methodology only)	8
5. Environmental Monitoring.....	9
6. Photos	10
7. Attachment	13

Section 1. Description of Fisheries Resources Values and a Description of the Development proposal

(Provide as a minimum: Species present, type of fish habitat present, description of current riparian vegetation condition, connectivity to downstream habitats, nature of development, specific activities proposed, timelines)

The area of interest is small portion of the North Lake riparian zone along DL 6964, on the eastern end of the lake. The waterline in the vicinity of the lot is north-northwest facing and is characterized by a legal and non-conforming cottage, which was constructed in approximately 1970, as well as unattached landscaping, docks, driveway and sheds.

The renovation footprint overlaps most of the pre-existing cottage footprint, impermeable surfaces and previous disturbance and there will be no addition to the cottage footprint on the water side of the existing structure. There will be a minor increase in foundation area on the north side of the renovated cottage. Construction would take place in the fall/winter of 2018/19.

The approach of this assessment is:

- to define the SPEA in the area of the cottage reconstruction;
- to document and quantify the new construction as it relates to existing constraints;
- to verify that construction plans are consistent with the level of existing disturbance; and,
- that the proposal will not result in any alteration to fish habitat.

The Riparian Areas Regulations - Assessment Methodology (P.12.) provides the following guidance:

"Existing permanent structures, roads and other development within riparian protection areas are "grand parented." Landowners can continue to use their property as they always have even if a streamside protection and enhancement area is designated on it. The Regulation also has no effect on any repair or reconstruction of a permanent structure on its existing foundation. Only if the existing foundation is moved or extended into a streamside protection and enhancement area (SPEA) would the Regulation apply."

For the purposes of this report, the bulk of the existing structures and the cottage noted above are considered 'grand-parented'. The RAR requirement is triggered by adding minor areas of the renovation/reconstruction of the cottage in the RAR 30m assessment area, SPEA and within the SCRD 20m set back at the back of the cottage. (The new construction will not increase the permanent structure foundation on the lake side but will add minor non-material foundation area inside the 20m SCRD setback / SPEA at the side of the cottage.)

North Lake is approximately 40ha in size and has approximately 2.4 km of shoreline. The lake and its feeder streams support Cutthroat Trout.

The shoreline habitat near the proposed cottage rebuild is composed of a littoral zone that is in a semi-natural state with a terrestrial strip of native vegetation and various modifications between the cottage and the natural boundary/high water mark.

- The littoral zone is functionally intact and is characterized by a narrow shoal/beach for 2-5 metres, then a moderate incline, dipping towards the west at 8-10%. The lake bottom substrate is mainly sand and gavel with minor cobble/boulder inclusions. Coarse woody debris in the littoral zone is sparse and is composed of minor amounts of submerged fine and moderate sized woody debris. The beach/shoal is characterized by abundant aquatic obligate vegetation.
- The strip of shoreline vegetation is composed of a dense shrub layer of salmonberry, salal, bracken fern, deer fern, willow and Himalayan blackberry. The east and west property lines support pole-sized native second growth conifers.

No new trees will be removed and no new material impacts to the riparian zone will result from this proposal. Construction would take place in the fall/winter of 2018/19.

There are no other RAR defined streams on the property.

The Egmont & Pender Harbour OCP indicates that:

- the Environmentally Sensitive Area Lake Sensitivity ratings are 'Moderate'; Lakeshore Vegetation Retention Area - 15m buffer);
- the General Land Use Designation is Rural Residential 'A'; and,
- the Development Permit Area indicates a Riparian Area Assessment is required.

A 20m streamside protection restrictive covenant was charged to the property, as required by the contemporary Streamside Protection Act to implement riparian protection objectives. The proposed cottage location will be inside the 20m SCRD lake setback and the SPEA. For the purposes of this assessment, the renovation is considered as grand parented as allowed for in the RAR methodology.

The existing development condition on the lot consists of an established cottage and associated permanent structures, such as decks, stairs, docks, driveways, a garage and rustic pathways. The cottage and associated unattached structures are sited in a legal non-conforming condition, with respect to the 20m SCRD lake setback, based the age of construction and pre-dating of the RAR requirements. The lot owners are applying for a Development Variance Permit to allow renovation of the cottage (See Site Plan)..

The Regional District may give consideration to additions to existing lakefront dwellings that do not conform to the established lakefront setbacks under development variance permit application to a maximum of 28 square metres (300 square feet), which includes deck space, provided that the addition does not encroach any closer to the lake

The development proposal will result in a final foundation area inside the SCRD 20m Lake Setback Zone of 73m² and the post-construction foundation area will increase the overlap/footprint within the SPEA/SCRD 20m setbacks.

Table 1. Summary of pre/post construction - cottage foundation

-	Pre-existing m ²	Post construction m ²
Inside 20m OCP Setback/SPEA	45m²	73m²

Best management practices for erosion and sediment control, windthrow, encroachment, tree and vegetation protection will be adequate to maintain aquatic habitat.

It is the opinion of the writer that the measures identified in this Assessment Report are necessary to protect the integrity of the terrestrial and aquatic habitat areas from the effects of the development, and are adequate to prevent harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area in which the development is proposed.

Section 2. Results of Detailed Riparian Assessment

Description of Water bodies involved (number, type):

North Lake is approximately 40ha in size and has approximately 2.4 km of shoreline. The lake and its feeder streams support Cutthroat Trout

Wetland	N/A
Lake	North Lk
Area	40ha

Channel width and slope and Channel Type – Not Applicable

Existing or Potential Vegetation Category

Fish bearing

Segment

LWD, Bank and
Channel
Stability ZOS
(m)

15m

Litter fall and insect
drop ZOS (m)

15m

Shade ZOS (m) max

30m (variable)

Southwest bank

Max SPEA width:

30m (With grand-parenting and
SCRD By-law provisions for minor
one-time renovations.)

**If non fish-bearing, insert non-fish bearing status report

N/A

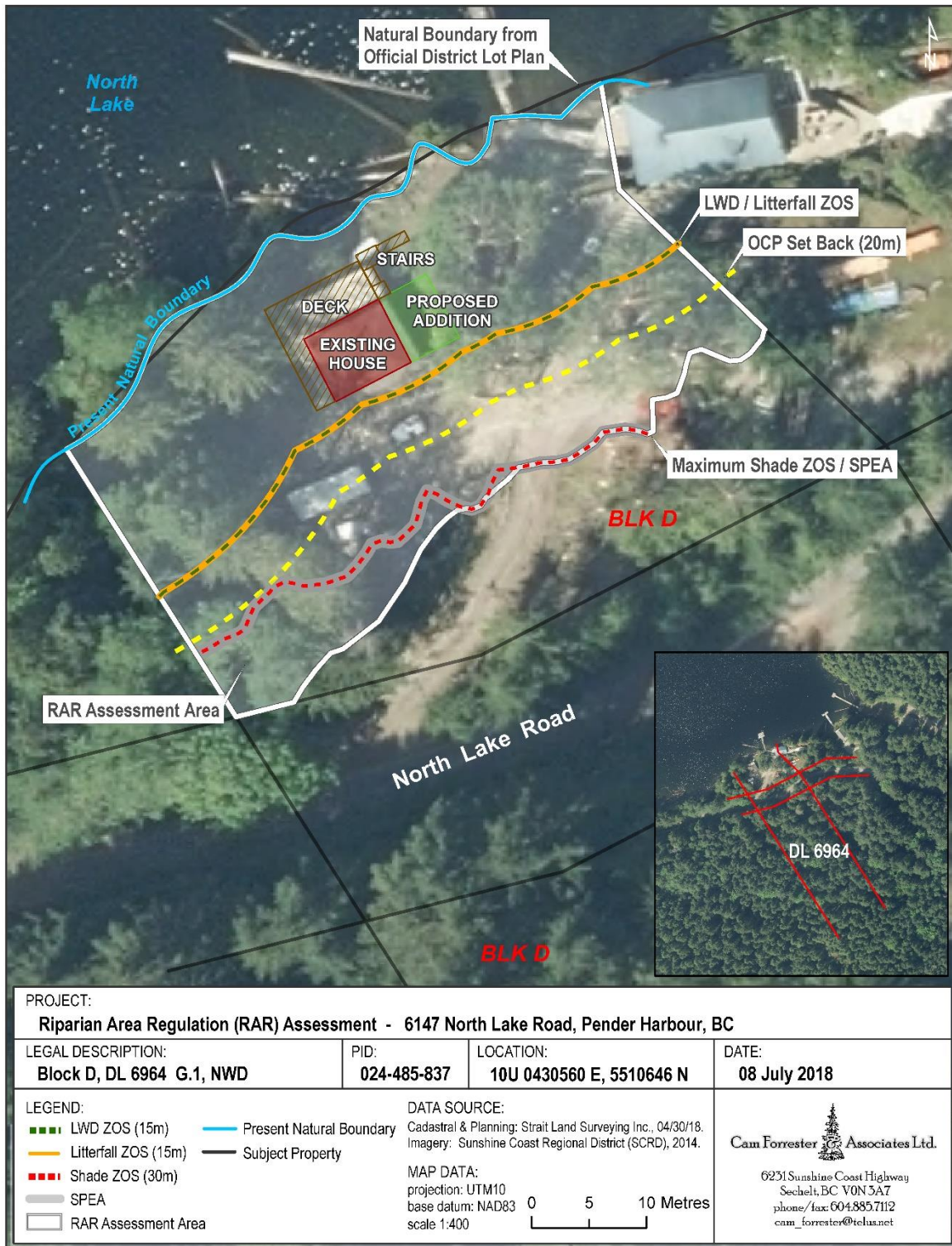
I, Cam Forrester, R.P.F., hereby certify that:

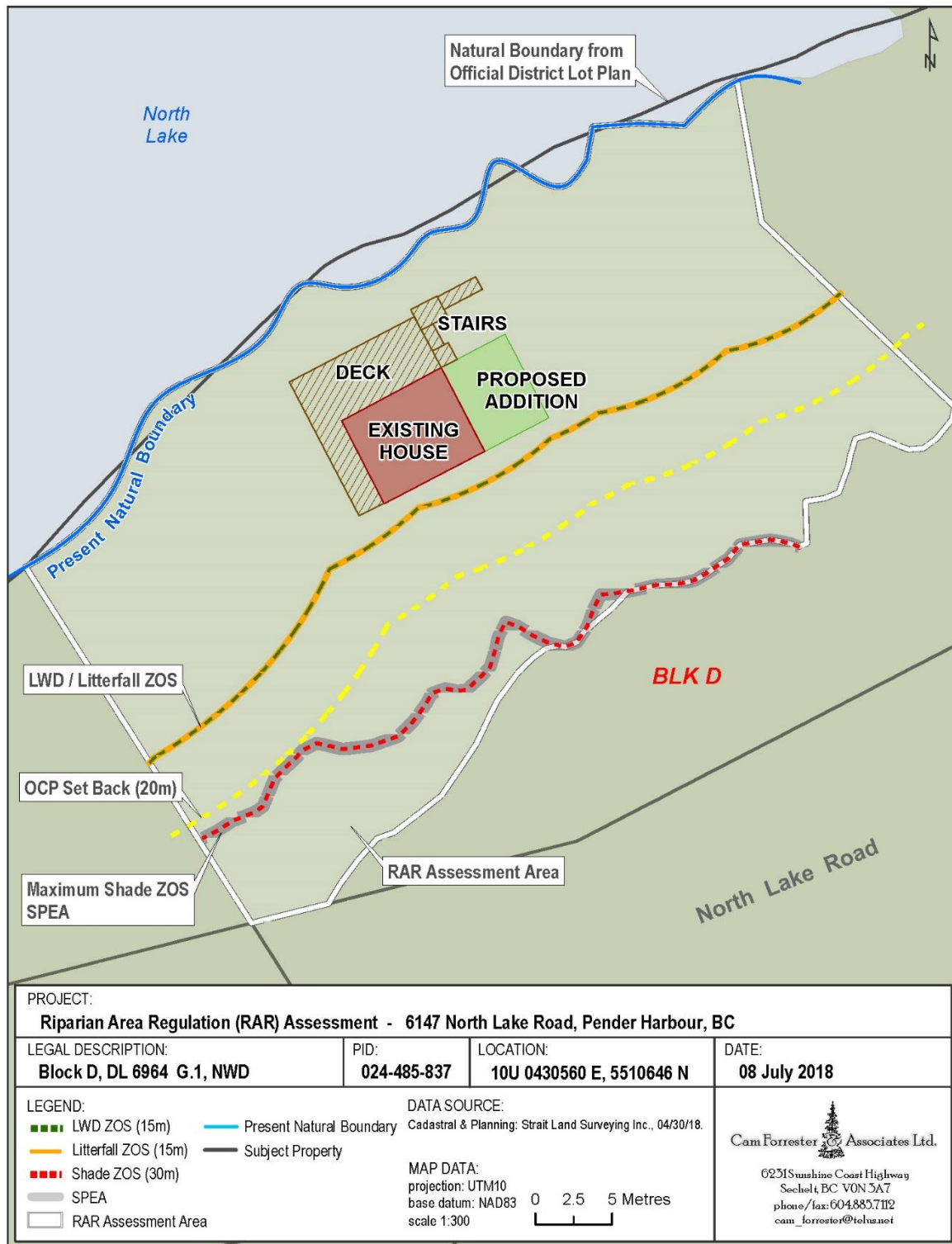
- I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the *Fish Protection Act*;
- I am qualified to carry out this part of the assessment of the development proposal made by the developer Ray Johnston;
- I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
- In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Comments

Measures to protect the SPEA: See attachment.

Section 3. Site Plan Figure 1(Ortho included)



Site Plan Figure 2

Section 4. Measures to Protect and Maintain the SPEA

1. Danger Trees	See attachment.
<p>I, <u>Cam Forrester, R.P.F.</u>, hereby certify that:</p> <p>a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b) I am qualified to carry out this part of the assessment of the development proposal made by the developers Ray Johnston</p> <p>c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
2. Windthrow	See attachment.
<p>I, <u>Cam Forrester, R.P.F.</u>, hereby certify that:</p> <p>d) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>e) I am qualified to carry out this part of the assessment of the development proposal made by the developers Ray Johnston;</p> <p>f) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
a. Slope Stability	See attachment.
<p>I, <u>Cam Forrester, R.P.F.</u>, hereby certify that:</p> <p>g) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>h) I am qualified to carry out this part of the assessment of the development proposal made by the developers Ray Johnston;</p> <p>i) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
b. Protection of Trees	See attachment.
<p>I, <u>Cam Forrester, R.P.F.</u>, hereby certify that:</p> <p>j) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>k) I am qualified to carry out this part of the assessment of the development proposal made by the developers Ray Johnston;</p> <p>l) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
a. Encroachment	See attachment.
<p>I, <u>Cam Forrester, R.P.F.</u>, hereby certify that:</p> <p>m) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>n) I am qualified to carry out this part of the assessment of the development proposal made by the developers Ray Johnston;</p> <p>o) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
b. Sediment and Erosion Control	See attachment.
<p>I, <u>Cam Forrester, R.P.F.</u>, hereby certify that:</p> <p>p) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>q) I am qualified to carry out this part of the assessment of the development proposal made by the developers Ray Johnston;</p> <p>r) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	

Section 4. Measures to Protect and Maintain the SPEA (Continued)

a. Stormwater Management	See attachment.
<p>I, <u>Cam Forrester, R.P.F.</u>, hereby certify that:</p> <p>s) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>t) I am qualified to carry out this part of the assessment of the development proposal made by the developers Ray Johnston;</p> <p>u) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
b. Floodplain Concerns (highly mobile channel)	See attachment.
<p>I, <u>Cam Forrester, R.P.F.</u>, hereby certify that:</p> <p>v) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>w) I am qualified to carry out this part of the assessment of the development proposal made by the developers Ray Johnston;</p> <p>x) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	

Section 5. Environmental Monitoring

<p>An environmental monitoring program is required during the construction phase to ensure that the SPEA is understood and protected. This will consist of :</p> <ul style="list-style-type: none"> • crew education and standard operating procedures for construction, hazardous materials, pollution prevention, spill preparedness and fuel management around the lake; • pre-work meeting, pre-work plan and crew sign-offs; • on-site monitoring as required to ensure SPEA integrity is maintained by following the pre-work plan; • the ability for the qualified monitor to direct and advise works related to protection of the SPEA, especially on the implementation of erosion and sediment controls; • the ability to issue stop work orders in the case of practices that are illegal or damaging to the SPEA or Sakinaw Lake; • the ability to report environmental infractions related to stream protection regulations; • Photographs and notes should be taken to document the various phases of construction, any observed environmental events and their resolution. • A Post Development Report is to be completed and submitted to MOE-RAR notification system as a requirement of the regulation by a QEP. The report must document that setbacks and measures were adhered to during construction.

Section 6. Photos



Photo 1: North Lake viewed from the west end, looking east.



Photo 2: Shoreline vegetation at southwest corner of lot.



Photo 3: Aquatic vegetation at southwest corner of lot.

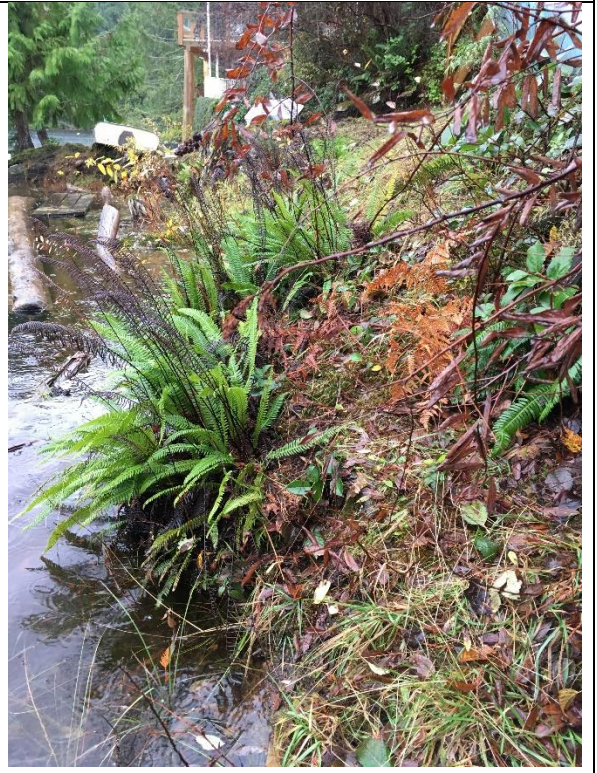


Photo 4: Shoreline vegetation at northwest corner of lot.



Photo 5: Shoreline vegetation - middle part of the lot.



Photo 6: Shoreline & aquatic vegetation – middle portion of the lot.



Photo 7: Terrestrial vegetation – mid-lot foreshore.



Photo 8: South side of existing cottage.



Photo 9: North side of existing cottage. Location of proposed renovation.



Photo 1: Driveway at rear of cottage.

Section 7. Professional Opinion

Assessment Report Professional Opinion on the Development Proposal's riparian area.

Date July 6, 2018

I, Cam Forrester

Please list name(s) of qualified environmental professional(s) and their professional designation that are involved in assessment.)

hereby certify that:

- a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the *Fish Protection Act*;
 - b) I am qualified to carry out the assessment of the proposal made by the developers Ray Johnston, which proposal is described in section 3 of this Assessment Report (the "development proposal"),
 - c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
 - d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation;
- AND

2. As a qualified environmental professional, I hereby provide my professional opinion that:

- b) CF if the streamside protection and enhancement areas identified in this Assessment Report are protected from the development proposed by the development proposal and the measures identified in this Assessment Report as necessary to protect the integrity of those areas from the effects of the development are implemented by the developer, there will be no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area in which the development is proposed.

ATTACHMENT

Windthrow recommendations

Hazard Rating					Risk
-	Topographic Exposure	Soil Description	Stand Description	Summary Windthrow Hazard	Hazard X Consequence
-	Northwest facing orientation/aspect, adjacent to a major coastal water body HIGH	MOD-HIGH	LOW	LOW	LOW-MOD
<p>Description: This assessment applies to the entire shoreline of the subject lot. The area is characterized by a strips of second growth conifers along the adjacent property lines as well as scattered trees along the shore, which are mainly second growth Douglas-fir with scattered western red-cedar \ hemlock. The height:diameter ratio of dominant trees is favourable (50-70%). Trees are adapted to wind loads. Soils are thin well-drained sandy loams with moderate coarse fragment content of 40-50+%. Windthrow likelihood and risk are low-moderate.</p>					

Danger Trees

The property owner may modify trees within their property, and inside the RAR assessment area utilizing accepted arboriculture methodology for tree risk assessment and treatment. Within the SPEA, a QEP must provide a recommendation stating that any trees prescribed for removal or modification represent a hazard to life or property.

Currently there is no requirement to remove or modify any trees within the SPEA or RAR assessment area. Only a minor amount of shrubbery will be affected.

Encroachment

In order to maintain the effectiveness of the riparian protection area, vegetation and trees and tree rooting zones should be protected from foot traffic and any further clearing.

Property owners shall avoid additional trails; refuse dumping, soil disturbance, vegetation conversion or tree clearing in the existing riparian zone of Sakinaw Lake.

Protection of trees during construction

The shoreline vegetation and existing boundary trees should be protected during construction. A tree protection zone that includes as much of the rooting zone as possible, and at a minimum, the area of the tree drip line, should be established by creating a clear barrier to construction equipment and activity. These measures shall be established to ensure contractors and their agents respect the tree protection zone.

Within the tree protection zone, the following practices will apply:

- Do not change ground level;
- Do not change grade;
- No trenching through root zone;
- No paving over root zone;
- No parking or equipment traffic;
- No pollutants or chemical disposal.
- Avoid damage to tree stems.

Stormwater Management

Management of stormwater within the RAR Assessment area associated with this minor construction project is expected to be related to the sediment and erosion control considerations. See below.

Residential or other building construction within the RAR assessment area will follow building code requirements for site drainage.

Terrain Stability

No special geotechnical considerations with respect to the SPEA and aquatic habitat are required.

Sediment and Erosion Control

Management of sediment and erosion within the RAR Assessment area is related to minimizing soil disturbance from the construction of the cottage within the RAR assessment area. Bare soil should be minimized in extent and also by timing, clearing as close to construction as possible to avoid long periods of bare soil being exposed to rain and run-off erosion. Interception and diversion of run-off, including from the driveway to manage erosion and sediment and to maintain water quality should consider the appropriate combination of interception/settlement ponds, diversion, mulching, re-vegetation, infiltration, sediment fences and/or plastic covers on exposed soils.

Floodplain Channel Stability

No encroachment or impact to any active floodplain is necessary under this proposal. No changes to stream floodplains, channels or streambanks are proposed.

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – April 11, 2019

AUTHOR: Andrew Allen, Manager, Planning and Development

SUBJECT: DEVELOPMENT VARIANCE PERMIT DVP00041 (MATHESON)

RECOMMENDATIONS

THAT the report titled Development Variance Permit DVP00041 (Matheson) be received;

AND THAT Development Variance Permit DVP00041 to vary the natural boundary setback, per Section 516.1(b) of Zoning Bylaw No. 337, from 30 metres to 10.5 metres to permit an addition to a legally non-conforming single family dwelling, be issued, subject to:

1. A covenant registered on title that confirms that the setback relaxation for the addition is one-time-only and all future buildings and structures shall meet the setbacks established within the zoning bylaw;
 2. Comments received from the *shíshálh* Nation.
-

BACKGROUND

SCRD has received an application for a Development Variance Permit (DVP) to relax the setback to the natural boundary of Hotel Lake from 30 metres to 10.5 metres. The intent of this application is to permit a 27 square metre addition to an existing 72 square metre dwelling. The dwelling is sited within the required 30 metre setback from Hotel Lake. The dwelling was constructed in 1989 at which time regulations required a natural boundary setback of 7.5 metres and therefore the siting is considered legally non-conforming. The Egmont/Pender Harbour Official Community Plan (OCP) contains policies that support a one-time 28 square metre addition to non-conforming dwellings located within lake setbacks.

Table 1 - Application Summary

Owner / Applicant:	Don Matheson
Civic Address:	13479 Lakeview Road
Legal Description:	Lot 11 Block 4 District Lot 2941 Plan 12304, PID: 008-920-052
Electoral Area:	A - Egmont/Pender Harbour
Parcel Area:	1,335 m ²
OCP Land Use:	Rural Residential A
Land Use Zone:	RU5
Application Intent:	To vary the natural boundary setback, per Section 516.1(b) of Zoning Bylaw No. 337, from 30 metres to 10.5 metres to permit an addition to a dwelling.

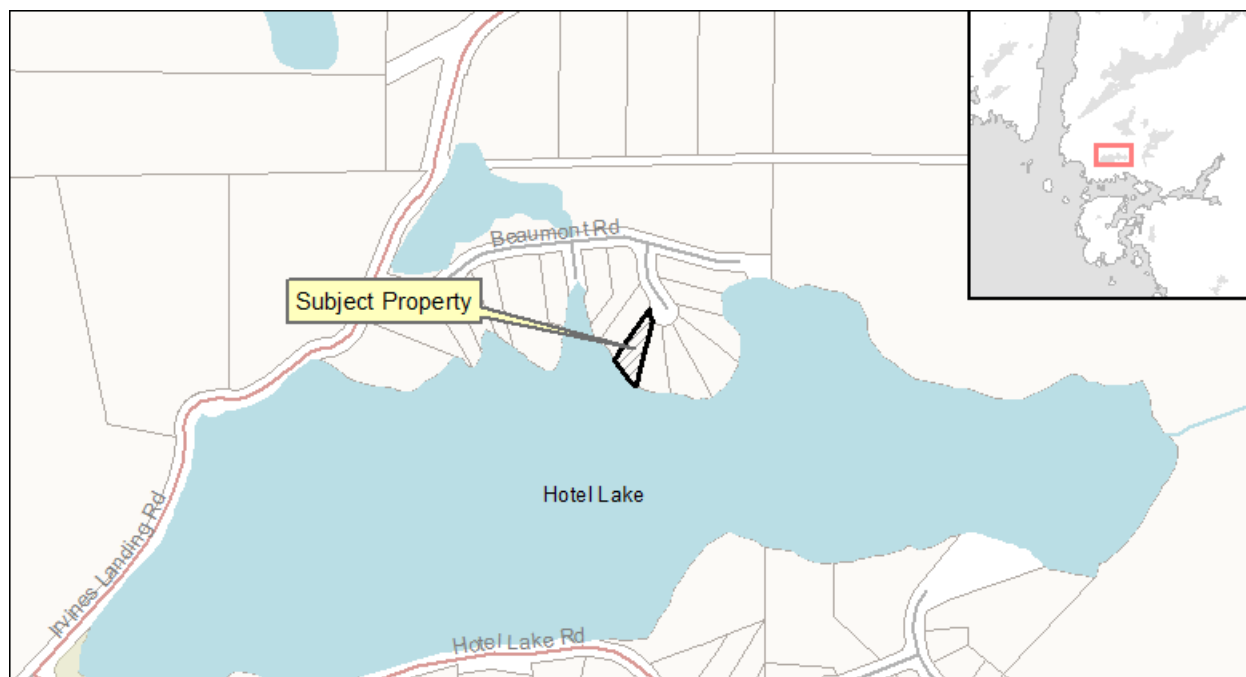
The purpose of this report is to provide information on the application and obtain direction from the Planning and Community Development Committee.

DISCUSSION

Analysis

The subject property is located at the north end of Hotel Lake and accessed via Lakeview Road (Figure 1). Existing development consists of a single family dwelling (Figure 3) and two auxiliary buildings (sheds). A building permit for the dwelling was issued in 1989 at which time the setback to Hotel Lake was 7.5 metres.

Figure 1 - Location Map



The applicant is proposing to add 27 square metres of floor area to the existing dwelling by adding portions to the east and west side of the building. An existing shed will be removed to make room for the addition on the east side. The addition on the west side will extend into an area that is currently used for parking (Figure 2).

Egmont/Pender Harbour Official Community Plan

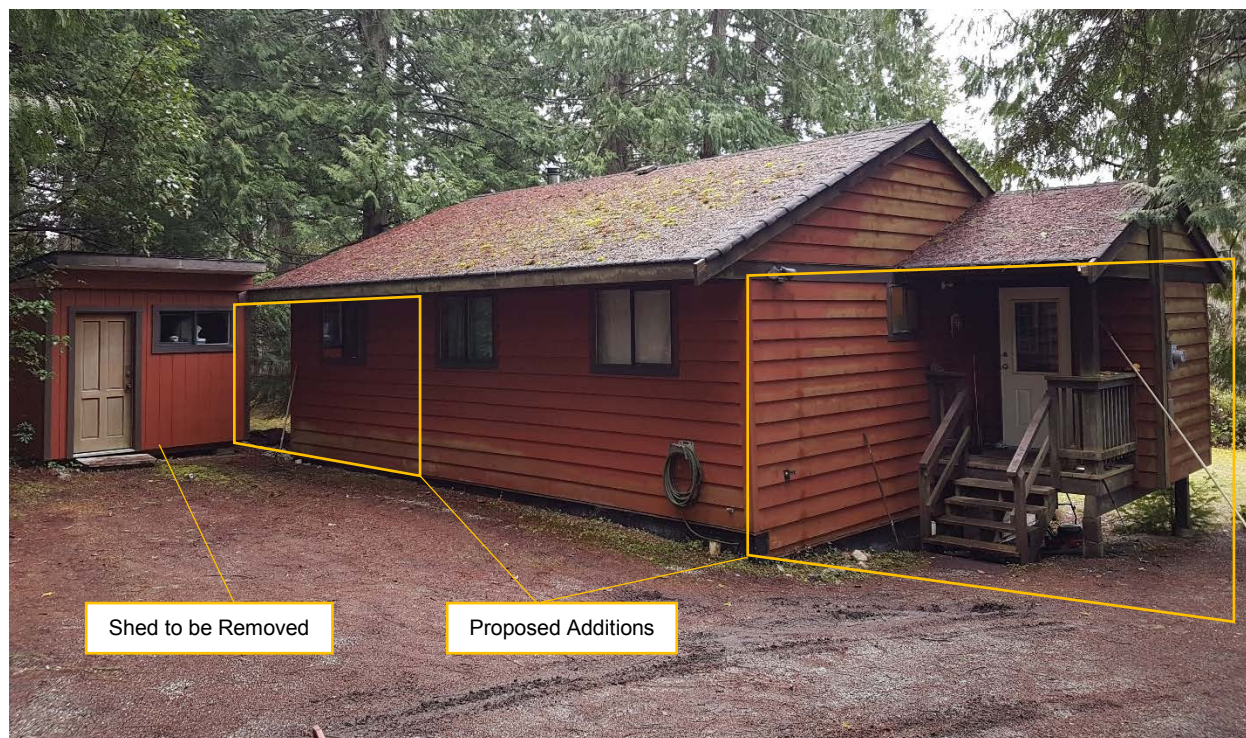
Policy 3.2.4(m) of the Official Community Plan states that the SCRD may give consideration to additions to existing lakefront dwellings that do not conform to the established lakefront setbacks through a development variance permit application to a maximum floor area of 28 square metres, including deck space, subject to the following considerations:

- i. the addition does not encroach any closer to the lake;
- ii. the parcel complies with current standards and requirements for a septic disposal system pursuant to the Sewerage System Regulation;

- iii. a qualified environmental professional in accordance with the Riparian Areas Regulation assesses the proposal, provides recommendations and identifies the Streamside Protection and Enhancement Area (SPEA);
- iv. a covenant is registered on the title of the property to protect the native vegetation within the SPEA and to confirm that the addition is on a one-time-only basis and all future buildings and structures shall meet the setbacks established within the Zoning Bylaw.

The proposed addition within the 30 metre lakefront setback does not exceed the 28 square metre requirement and does not encroach any closer to Hotel Lake.

Figure 2 - South Elevation of Existing Dwelling



A sewerage system was installed in 1989 at the time of the construction of the dwelling.

The subject property is located within Development Permit Area (DPA) 4: Riparian Assessment Areas. Development within DPA #4 requires a report completed by a qualified environmental professional as the DPA is intended to protect fish and fish habitat. The applicant submitted a report completed by Cam Forrester & Associates which notes that if the development is implemented as proposed and recommendations contained in the report followed, there will be no harmful alteration, disruption or destruction (HADD) of natural features, functions and conditions that support fish life processes in the riparian assessment area. No trees are proposed for removal as part of the development.

Zoning Bylaw No. 337

The property is zoned RU5 (Rural Watershed Protection) which allows one single family dwelling with a 35% parcel coverage. The proposed development conforms to the permitted land use regulations of the RU5 zone.

Figure 3 - North Elevation

Section 516.1(b) requires a 30 metre building setback from the natural boundary of Hotel Lake. According to a certified survey the existing building is sited at 10.47 metres. The proposed additions will not encroach any closer to the lake than the current building. The addition at the east end of the building is well away from the lake and the addition to the west will be sited no closer than 10.5 metres.

Consultation

This application has been referred to the following groups and agencies for comment.

Table 2 - Consultation Summary

Group / Agency	Comments
<i>shíshálh</i> Nation	Applicant has been directed to work with the <i>shíshálh</i> Nation to address comments received on March 11, 2019. Comments include requirement to conduct a Preliminary Archeological Field Reconnaissance (PAFR) to assess the landscape for possible archeological values.
Building Division	The Building Department has no objections. Variance must be issued prior to approval of building permits.
Advisory Planning Commission	Referred to February 27, 2019 meeting. The Area A APC passed a motion supporting the DVP application.
Neighbouring Property Owners / Occupiers	Notifications sent on January 17, 2019. One comment supporting the application was received (Attachment D).

CONCLUSION

The applicant is seeking to relax the natural boundary setback from Hotel Lake in order to allow an addition of 27 square metres of floor area to an existing dwelling sited within the 30 metre setback. The Egmont/Pender Harbour OCP contains policies that support a one-time addition to existing non-conforming dwellings subject to a Riparian Assessment and a covenant restricting further additions.

Planning staff consider this application to be within the scope and meet the requirements of the OCP policies regarding non-conforming additions within lake setbacks. Planning staff support this application subject to the conditions listed in the recommendation.

Attachments

Attachment A - Site Plan

Attachment B - Site Survey

Attachment C - Riparian Assessment

Attachment D - Comments Received

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

PARTIAL SITE PLAN

SCALE 1/16" = 1'-0"

MATHESON RESIDENCE
13479 Lakeview Rd. Garden Bay

LOT 11 BLK 4 DL 2951 PLAN 12304
RU-5 ZONING

LOT AREA: 14375 SF. +/- (1336 m2 +/-)

EXISTING HOUSE 776 SF (EXT. F/O WALLS)

MASTER BEDROOM ADDITION: 203.5 SF (INT. F/O WALLS)

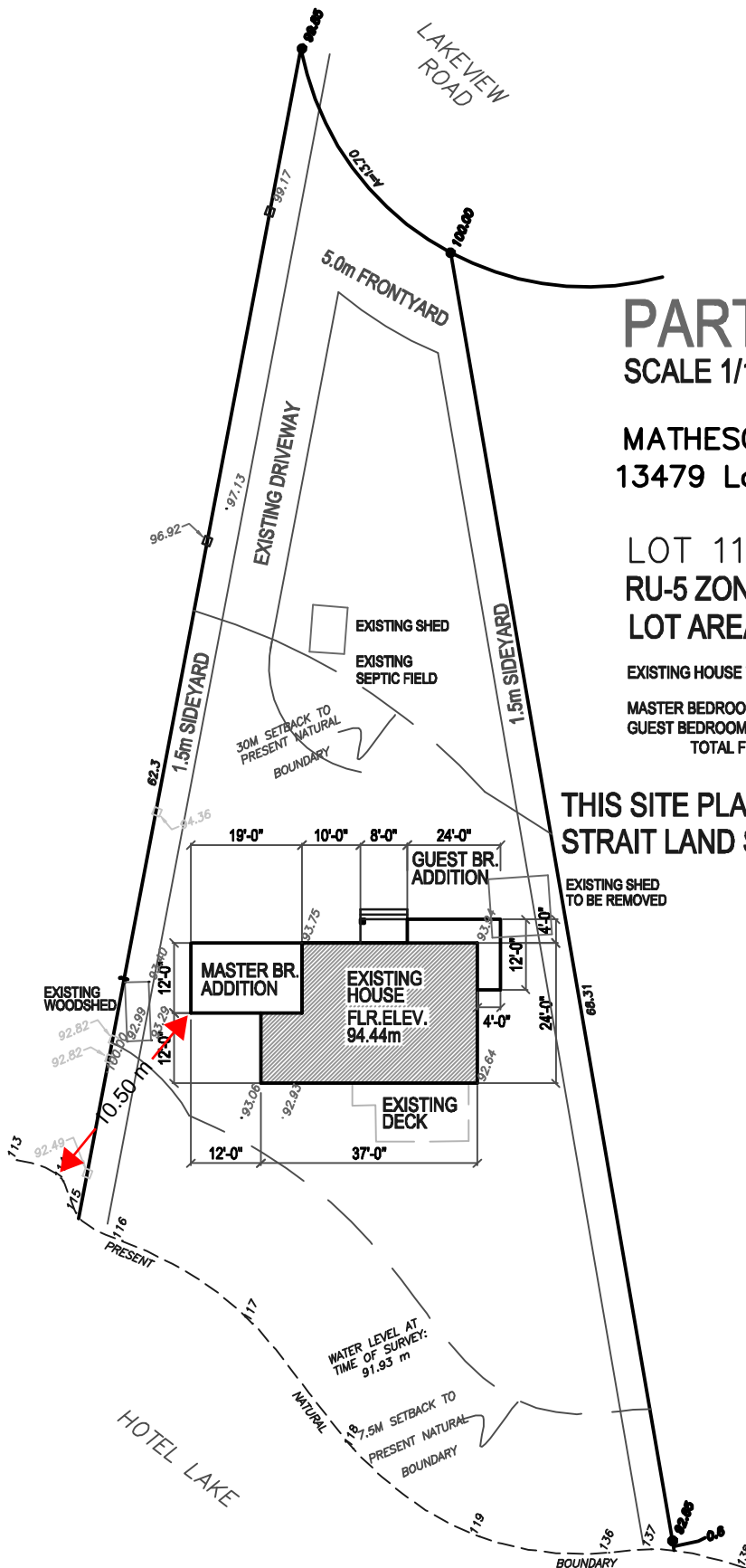
GUEST BEDROOM ADDITION: 78.75 SF (INT. F/O WALLS)

TOTAL FLOOR AREA: 282.25 SF

FRONT DECK: 32 SF.

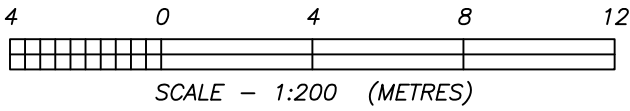
THIS SITE PLAN TO BE READ IN CONJUNCTION WITH
STRAIT LAND SURVEYING INC. PROJECT NO. 18003-513

DESIGN by: OWNER
DRAWN by: G. Tremblay
24 JUL 2018

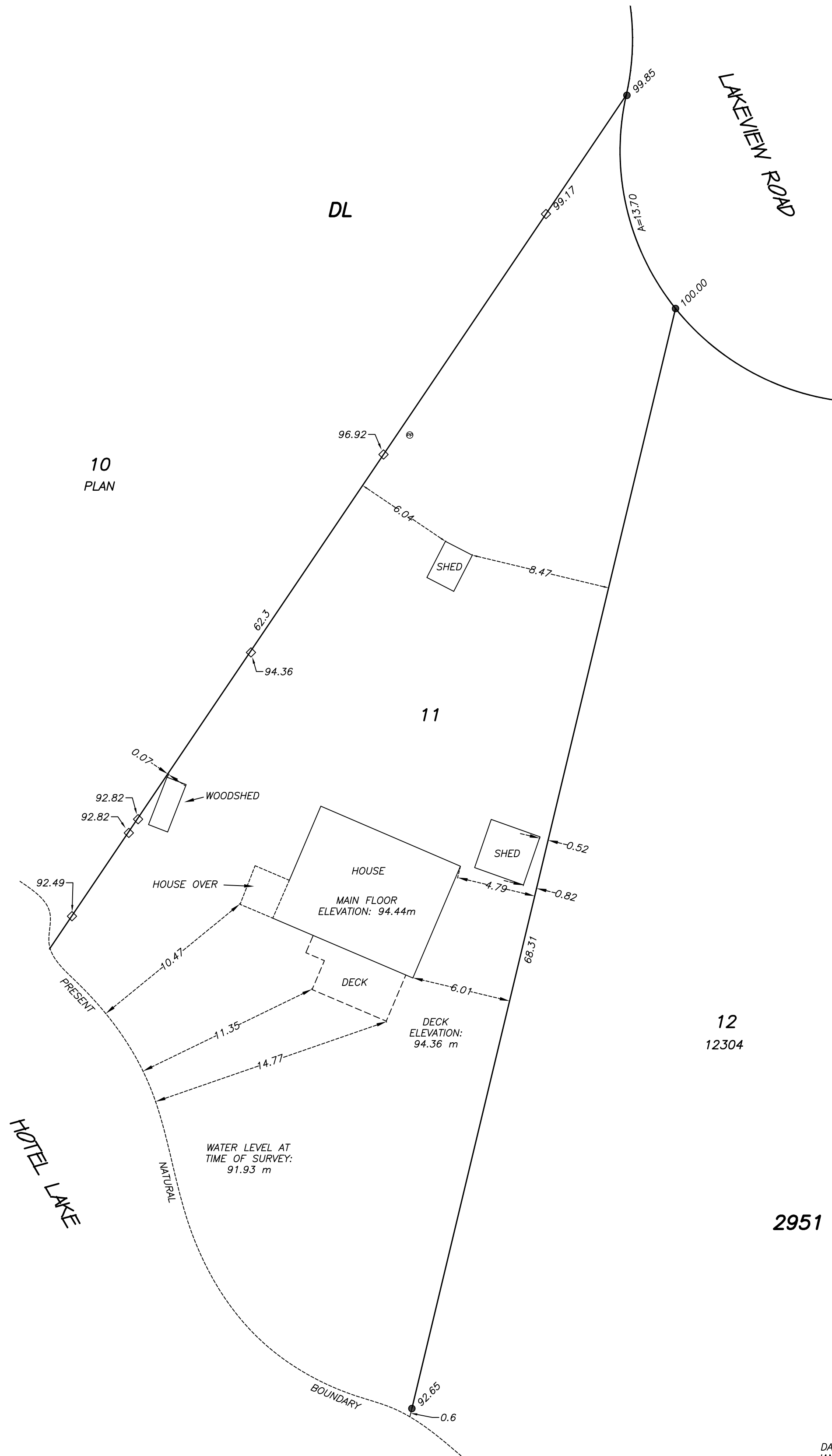
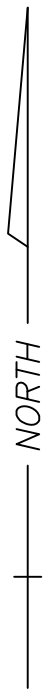


SITE PLAN OF PART OF LOT 11 BLOCK 4 DISTRICT LOT 2951 PLAN 12304

Attachment B



- LEGEND:
- DENOTES A STANDARD IRON POST FOUND.
 - ⊕ DENOTES A POWER POLE.
 - ◻ 94.36 DENOTES A 1X2 WOODEN STAKE SET.



NOTE:

ALL DISTANCES ARE IN METRES.

LOT DIMENSIONS ARE DERIVED FROM FIELD MEASUREMENTS AND FROM REGISTERED PLAN 12304.

ELEVATIONS ARE IN METRES AND ARE REFERENCED TO AN ASSUMED LOCAL DATUM BEING 100M ON THE IRON POST FOUND AT THE NORTHEAST CORNER OF LOT 11.

DIMENSIONS ARE TO EXTERIOR OF MAIN WALL.

LOCATION: 13479 LAKEVIEW ROAD, GARDEN BAY, BC

PID: 008-920-052

LOT 11 MAY BE AFFECTED BY THE FOLLOWING ENCUMBRANCES:

- RESTRICTIVE COVENANT 445800M

THIS PLAN WAS PREPARED FOR THE EXCLUSIVE USE OF DON MATHESON.

COPYRIGHT 2018.

DATE OF SURVEY:
JANUARY 11, 2018

STRAIT LAND SURVEYING INC.
SEAMUS POPE, BCLS
BOX 61 (5689 DOLPHIN ST)
SECHLT, BC VON 3A0

18003-513

Riparian Areas Regulation: Assessment Report

Date 2018-07-31

I. Primary QEP Information

First Name	Cam	Middle Name	S
Last Name	Forrester		
Designation	R.P.F.	Company Cam Forrester & Associates	
Registration #	#2118	Email cam_forrester@telus.net	
Address	6231 Sunshine Coast Highway		
City	Sechelt	Postal/Zip	V0N 3A7
Prov/state	BC	Country	CAN
		Phone #	604.885.7112

II. Secondary QEP Information: Not Applicable**III. Developer Information**

First Name	Don	Middle Name	
Last Name	Matheson		
Company	N/A		
Phone #			
Address	13479 Lakeview Rd.		
City	Garden Bay	Postal/Zip	V0N 1S1
Prov/state	BC	Country	CAN

IV. Development Information

Development Type – residential single family	RU-5 Zoning		
Area of Development (ha)	0.1ha	Riparian Length (m)	60m
Lot Area (ha)	~1.0 ha	Nature of Development	Residential build.
Proposed Start Date	Fall 2018	Proposed End Date	Winter – Spring 2018

V. Location of Proposed Development

Street Address (or nearest town)	Pender Harbour						
Local Government	Sunshine Coast Regional District				City Pender Harbour		
Lake Name	Hotel Lake - 00581JERV						
Legal Description (PID)	District Lot 2951 Plan VAP 12304 LT 11 BLK 4 PID is 008-920-052				Region New Westminster		
Stream/River Type	Lake				DFO 2 Area		
Watershed Code	900-147300-18900						
Latitude	49	38	29	Longitude	124	02	46

Table of Contents for Assessment Report

	Page Number
1. Description of Fisheries Resources Values	4
2. Results of Riparian Assessment (SPEA width)	6
3. Ortho Photo Showing Assessment Area.....	8
4. Site Plans.....	9
5. Measures to Protect and Maintain the SPEA (Detailed methodology only)	
1. Danger Trees.....	9
2. Wind throw.....	9
3. Slope Stability	9
4. Protection of Trees.....	9
5. Encroachment	9
6. Sediment and Erosion Control	9
7. Stormwater Management	10
8. Floodplain Concerns.....	10
6. Environmental Monitoring.....	10
7. Photos	11
8. Attachment	16

Section 1. Description of Fisheries Resources Values and a Description of the Development Proposal

(Provide as a minimum: Species present, type of fish habitat present, description of current riparian vegetation condition, connectivity to downstream habitats, nature of development, specific activities proposed, timelines)

The assessment area is a small portion of the Hotel Lake riparian zone within Lot 11, in the northern part of the lake just west of Acadian Road.

Hotel Lake is 25.2ha in size and has 2898m of shoreline. Water depth is 5.9m (mean) and 10.6m (max). The lake and its feeder streams support Cutthroat Trout and numerous non-salmonid species (three-spine stickleback, pea mouth chub and sculpin). Rainbow trout fry were introduced in the 1930's but are not observed in recent inventories.

The shoreline vegetation is characterized by dense salal, scattered red-alder, hardhack and sedge spp. The littoral zone is functionally intact with diverse habitat structures including several large woody debris features, aquatic sedge beds and a muddy organic substrate in a matrix with cobble and gravels.

One small stream exits the lake at the tip of a nearby bay (Chub Crk) and is outside the influence of this development. There are no other nearby stream related fisheries sensitive or seasonally wetted skunk cabbage habitat types in the immediate vicinity of the development.

The upland component of the riparian zone and shoreline is in semi-natural state and is characterized as a moderate productivity Douglas-fir/salal ecosystem. With dry and moderately deep morainal soils and an overstory layer of sapling, pole-sized and thrifty mature Douglas-fir (major), western red-cedar/western hemlock (minor). Soils are composed of moderately deep sand/silt, morainal podzols. Summer drought is evident and overall biological diversity and productivity is moderate.

The Egmont & Pender Harbour OCP indicates that:

- the area is in a Moderate Constraint (bedrock) area for residential suitability;
- the Environmentally Sensitive Area Lake Sensitivity ratings is 'Severe', with an additional constraint of a 'Lakeside Vegetation Retention Area – 15 meters';
- The Pender harbour OCP By-laws establish a 30m SCRDL lake setback;
- the General Land Use Designation is Lake Watershed Protection 'B';
- the Development Permit Area indicates a Riparian Area Assessment is required; and,
- The SCRDL Habitat Atlas Map does not classify the lot, but it would be similar to general "Woodland" category. The nearby Chub Creek is identified as fish bearing.

The existing development condition on the lot consists of an established cottage and associated permanent structures, such as stairs, sheds, driveways, and rustic pathways. The cottage and associated unattached structures are sited in a grandfathered legal non-conforming condition, with respect to the 30m SCRDL lake setback, based the age of construction and pre-dating of the RAR requirements.

The lot owners are intending to renovate the cottage (See Site Plan) within the provisions of the local government's by-laws. There will be minor sliver additions to the existing development footprint/foundation in terms of permanent structures inside the 30m set back and SPEA. These additional areas are previously disturbed margins to the existing cottage such as lawn, walkways or foundation fill and are not considered habitat loss.

This report considers that SCRD By-law 377 allows construction of dwelling sites inside of the 30m lake setback zone, including one-time renovations of 300ft². The SCRD may also exercise its authority to support a relaxation of development restrictions within the Streamside Protection and Enhancement Area (SPEA), as determined by a Qualified Environmental Professional (QEP) conducting a Riparian Area Regulations (RAR) assessment. In cases where the site aspect is southerly, the methodology for determining the SPEA setbacks result in a narrower RAR setback compared to the 30m Hotel Lake setback by-law.

The development proposal for renovation will result in an additional area inside the SCRD 30m Lake Setback Zone of 282ft², with approximately half of that within the 15m SPEA.

The recommended SPEA area maintains the existing riparian functions through shore stabilization, shade, litter fall and nutrient rain. Best management practices for erosion and sediment control, wind throw, encroachment, and tree and vegetation protection will be adequate to maintain aquatic habitat relative to the proposed development.

It is the opinion of the writer that the measures identified in this assessment report are adequate to protect the integrity of the terrestrial and aquatic habitat areas from the effects of the development and will prevent harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area in which the development is proposed.

Section 2. Results of Detailed Riparian Assessment

Description of Water bodies involved (number, type): Hotel Lake and its feeder streams support Cutthroat Trout and numerous non-salmonid species (three-spine stickleback, pea mouth chub and sculpin). Rainbow trout fry were introduced in the 1930's but are not observed in recent inventories. The proposed development does not impact any streams.

Wetland	
Lake	X
Area	

Channel width and slope and Channel Type – Not Applicable

-	I, <u>Cam Forrester, R.P.F.</u> , hereby certify that:
-	a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ;
-	b) I am qualified to carry out this part of assessment of the development proposal made by the developer <u>Don Matheson</u> ;
-	c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
-	d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Existing or Potential Vegetation Category

Yes No**

Fish bearing ☒ ☐

**If non fish-bearing, insert non-fish bearing status report

I, <u>Cam Forrester, R.P.F.</u> , hereby certify that:
a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ;
b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Don Matheson</u> ;
c)
d) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
e) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Stream Flow Permanent Non-Permanent*

☒ ☐

*If non-permanent flow, indicate how this was determined?

I, <u>Cam Forrester, R.P.F.</u> , hereby certify that:
a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ;
b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Don Matheson</u> ;
c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Results of Detailed Riparian Assessment (Continued)

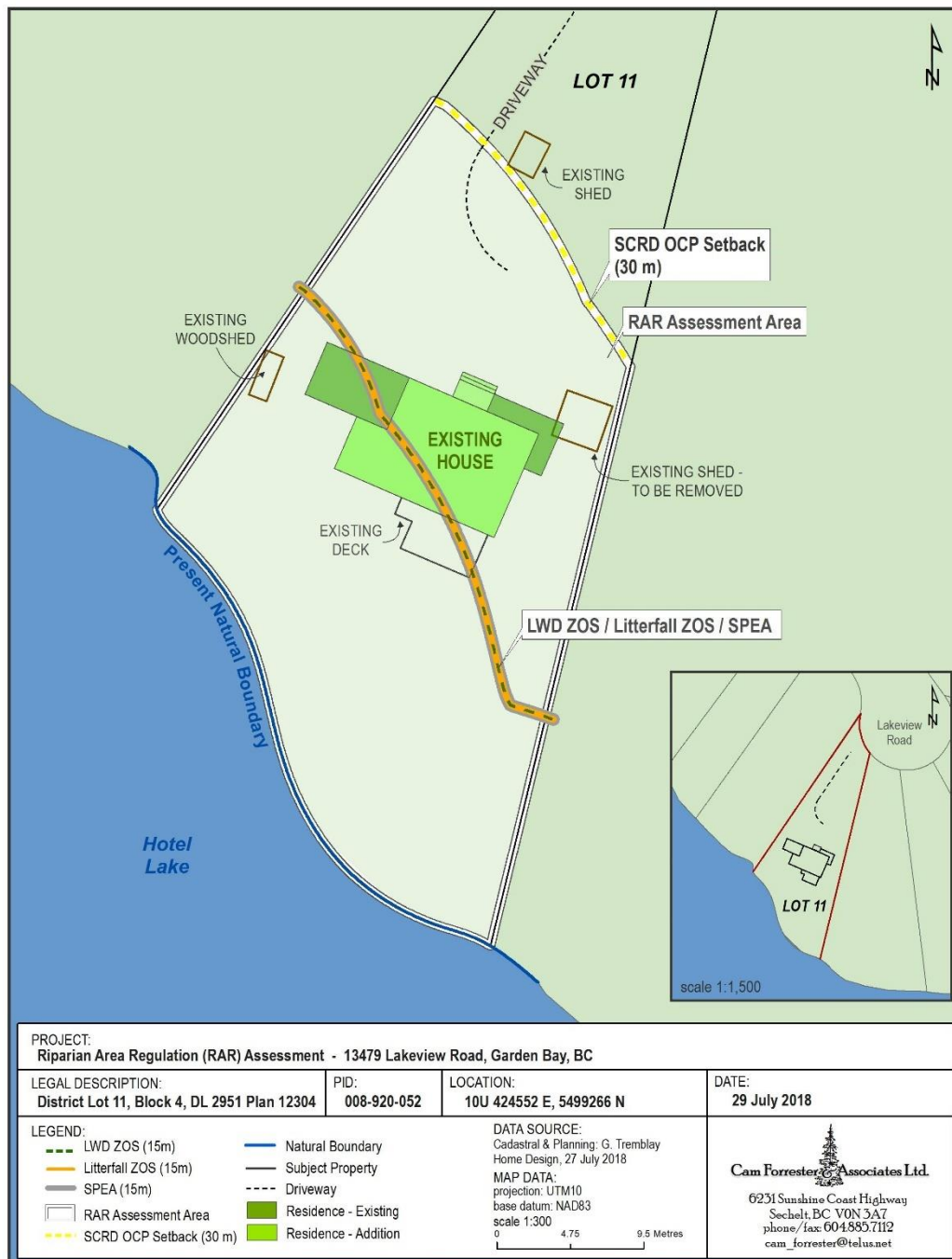
Segment	N/A				
LWD, Bank and Channel Stability ZOS (m)	15m				
Litter fall and insect drop ZOS (m)	15m				
Shade ZOS (m) max	N/A	Southwest bank	<table border="1"> <tr> <td>No</td> <td>X</td> </tr> </table>	No	X
No	X				
Max SPEA width:	15m (With grand-parenting and SCRD By-law provisions for minor one-time renovations.)				

SPEA Width (m)	15m, with flexibility for permanent structures inside the SCRD 30m lake setback zone and inside the 15m SPEA.
-----------------------	---

Comments

Measures to protect the SPEA: See attachment.

Section 3. Site Plan Map 1(Ortho not included)



Section 4. Measures to Protect and Maintain the SPEA

1. Danger Trees	See attachment.
I, <u>Cam Forrester, R.P.F.</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer Don Matheson; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
2. Wind throw	See attachment.
I, <u>Cam Forrester, R.P.F.</u> , hereby certify that: d) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; e) I am qualified to carry out this part of the assessment of the development proposal made by the developer Don Matheson; f) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
a. Slope Stability	See attachment.
I, <u>Cam Forrester, R.P.F.</u> , hereby certify that: g) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; h) I am qualified to carry out this part of the assessment of the development proposal made by the developer Don Matheson; i) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
b. Protection of Trees	See attachment.
I, <u>Cam Forrester, R.P.F.</u> , hereby certify that: j) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; k) I am qualified to carry out this part of the assessment of the development proposal made by the developer Don Matheson; l) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
a. Encroachment	See attachment.
I, <u>Cam Forrester, R.P.F.</u> , hereby certify that: m) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; n) I am qualified to carry out this part of the assessment of the development proposal made by the developer Don Matheson; o) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
b. Sediment and Erosion Control	See attachment.
I, <u>Cam Forrester, R.P.F.</u> , hereby certify that: p) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; q) I am qualified to carry out this part of the assessment of the development proposal made by the developer Don Matheson; r) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	

Section 4. Measures to Protect and Maintain the SPEA (Continued)

a. Storm water Management	See attachment.
<p>I, <u>Cam Forrester, R.P.F.</u>, hereby certify that:</p> <p>s) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>t) I am qualified to carry out this part of the assessment of the development proposal made by the developer Don Matheson;</p> <p>u) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
b. Floodplain Concerns (highly mobile channel)	See attachment.
<p>I, <u>Cam Forrester, R.P.F.</u>, hereby certify that:</p> <p>v) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>w) I am qualified to carry out this part of the assessment of the development proposal made by the developer Don Matheson;</p> <p>x) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	

Section 5.Environmental Monitoring

<p>An environmental monitoring program is required during the construction phase to ensure that the SPEA is understood and protected. This will consist of :</p> <ul style="list-style-type: none"> • crew education and standard operating procedures for construction, hazardous materials, pollution prevention, spill preparedness and fuel management around the lake; • pre-work meeting, pre-work plan and crew sign-offs; • on-site monitoring as required to ensure SPEA integrity is maintained by following the pre-work plan; • the ability for the qualified monitor to direct and advise works related to protection of the SPEA, especially on the implementation of erosion and sediment controls; • the ability to issue stop work orders in the case of practices that are illegal or damaging to the SPEA or Hotel Lake; • the ability to report environmental infractions related to stream protection regulations; • Photographs and notes should be taken to document the various phases of construction, any observed environmental events and their resolution. • A Post Development Report is to be completed and submitted to MOE-RAR notification system as a requirement of the regulation by a QEP. The report must document that setbacks and measures were adhered to during construction.

Section 6. Photos



Photo 1: East side of cottage.



Photo 2: : Northwest side of cottage.



Photo 3: North side of cottage.



Photo 4: Driveway north side of cottage.



Photo 5: North side of cottage.



Photo 6: North side of cottage.

	
<p>Photo 7: Waterfront viewed looking west.</p>	

Section 7. Professional Opinion

Assessment Report Professional Opinion on the Development Proposal's riparian area.

Date Aug 13, 2018

Cam Forrester

Please list name(s) of qualified environmental professional(s) and their professional designation that are involved in assessment.)

Hereby certify that:

- e) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the *Fish Protection Act*;
 - f) I am qualified to carry out the assessment of the proposal made by the developer
 - g) Don Matheson, which proposal is described in section 3 of this Assessment Report (the "development proposal"),
 - h) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
 - i) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation;
- AND

2. As a qualified environmental professional, I hereby provide my professional opinion that:

- a) CF if the development is implemented as proposed by the development proposal there will be no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area in which the development is proposed, OR
- b) If the streamside protection and enhancement areas identified in this Assessment Report are protected from the development proposed by the development proposal and the measures identified in this Assessment Report as necessary to protect the integrity of those areas from the effects of the development are implemented by the developer, there will be no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area in which the development is proposed.

ATTACHMENT

Wind throw recommendations

Hazard Rating					Risk
-	Topographic Exposure	Soil Description	Stand Description	Summary Wind throw Hazard	Hazard X Consequence
-	South facing orientation/aspect, adjacent to a major coastal water body MOD-LOW	MOD	LOW	LOW	LOW
Description: This assessment applies to the entire shoreline of Lot 11. The area is characterized by residual low height:diameter ratio mainly second growth Douglas-fir and western red-cedar and occasional red alder. Trees are adapted to wind loads. Soils are very deep, well-drained sandy loams with a coarse fragment content of 40-50+%. Wind throw likelihood is low – moderate.					

Danger Trees

The property owner may modify trees within their property, and inside the RAR assessment area utilizing accepted arboriculture methodology for tree risk assessment and treatment. Within the SPEA, a QEP must provide a recommendation stating that any trees prescribed for removal or modification represent a hazard to life or property.

Currently there is no requirement to remove or modify trees within the SPEA or RAR assessment area.

Encroachment

To maintain the effectiveness of the riparian protection area, shoreline vegetation, trees and tree rooting zones should be protected from foot traffic and any further clearing. During construction, traffic, equipment and materials will avoid the SPEA.

Property owners shall avoid additional trails; refuse dumping, soil disturbance, vegetation conversion or tree clearing in the existing riparian zone of Hotel Lake. Additional planting with native trees and shrubs should be undertaken if any future gaps develop from tree mortality or wind throw.

Protection of trees during construction

The shoreline vegetation and existing trees should be protected during construction. A tree protection zone that includes as much of the rooting zone as possible, and at a

minimum, the area of the tree drip line, should be established by creating a clear barrier to construction equipment and activity. Contractual penalties may be established to ensure contractors and their agents respect the tree protection zone.

Within the tree protection zone, the following practices will apply:

- Do not change ground level;
- Do not change grade;
- No trenching through root zone;
- No paving over root zone;
- No parking or equipment traffic;
- No pollutants or chemical disposal.
- Avoid damage to tree stems.

Storm water Management

Management of storm water within the RAR Assessment area associated with this minor construction project is expected to be related to the sediment and erosion control plan. See below.

Residential or other building construction within the RAR assessment area will follow building code requirements for site drainage.

Terrain Stability

A geotechnical assessment was not conducted at the time of the RAR assessment. The development area is bedrock controlled with well drained blocky parent material, short slopes, no watercourses, no jack-knifed trees and no signs of instability.

Sediment and Erosion Control

Management of sediment and erosion within the RAR Assessment area is related to minimizing soil disturbance from the renovation construction within the RAR assessment area. Bare soil should be minimized in extent and also by timing, clearing as close to construction as possible to avoid long periods of bare soil being exposed to rain and run-off erosion. Interception and diversion of run-off to manage erosion and sediment with the objective to maintain water quality should consider the appropriate combination of mulching, re-vegetation, sediment fences and/or plastic covers on exposed soils.

Floodplain Channel Stability

No encroachment or impact to any active floodplain is necessary under this proposal. No changes to stream floodplains, channels or stream banks are proposed.

Sven Koberwitz

From: [REDACTED]
Sent: February-13-19 5:18 PM
To: Sven Koberwitz
Cc: don matheson
Subject: Development Variance Permit DVP00041

Good Day Sven.

As I was out of the country Jan 12 to Feb 10 I was unable to respond in writing to meet the January 16th 2019 deadline at 4:30 p.m. as shown in your letter dated January 16 2019. I hope through this communication I can provide input into the process in spite of my absence.

I support Mr. Matheson's development proposal without reservation or hesitation.

If possible would you please ensure that this note becomes part of the approval process.

Thank You

Tony Pownall
13490 Acadian Road

This email was scanned by Bitdefender

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – April 11, 2019

AUTHOR: Julie Clark, Planner

SUBJECT: SUNCOASTER TRAIL PHASE 2 TRAIL CONCEPT DESIGN

RECOMMENDATIONS

THAT the report titled Suncoaster Trail Phase 2 Trail Concept Design be received;

AND THAT, based on the Trail Concept Design, staff proceed with partnership/collaboration development, detailed “Stage 1” planning and research on route gaps;

AND THAT a project status update report be provided to a Committee in Q4 2019.

BACKGROUND

In late 2016-2017, SCR D staff engaged with the community to find a route for Phase 2 of the Suncoaster Trail to link Secret Cove to Langdale. This would complete the Suncoaster Trail vision for a ferry-to-ferry trail on the lower Sunshine Coast. Phase 1 of Suncoaster, from Earls Cove to Secret Cove, was completed by the SCR D in 2010.

Feedback received during initial community consultations in 2017 highlighted the preference for a route that is close to communities, travels through nature, and that facilitates active transportation between communities and opportunities for family-friendly recreation.

With grant funds from BC Association for Healthy Living Society, SCR D hired Diamond Head Consulting (DHC) to conduct field analysis of a proposed route and consider alternative segments where terrain challenges were found. DHC prepared a Trail Concept Design (Attachment A) following field visits and data-gathering along the entire proposed route alignment, in addition to desktop analysis.

A public participation process was undertaken in 2018 with an updated route and results reported to the Planning and Community Development (PCD) Committee on March 14, 2019 (Attachment B).

This report provides an overview of Trail Concept Design as developed by DHC, provides analysis of the report and seeks direction from PCD Committee on next steps.

DISCUSSION

Overview of Topography and Design Principles

Building on the successes and lessons learned from Phase 1 of Suncoaster Trail, public feedback and recognizing some terrain challenges for Phase 2, trail principles were created by SCRD staff to guide preparations of the route alignment. The trail principles include:

- Use existing trails and pathways wherever possible
- Design an inclusive, accessible trail
- Grades will be less than 10% wherever possible
- Make use of public property wherever possible
- Maintain existing trail uses
- Include points of natural, cultural and historic value
- Provide options for hiking and biking
- Pass through urban and rural centres and provide access to existing services

Phase 2 of the Suncoaster Trail will travel approximately 61 kilometers through Coastal Douglas Fir and Coastal Western Hemlock biogeoclimatic zones – forest types that characterize west coast landscapes where mountain slopes meet the ocean (see maps on pages 22-24 of Attachment A).

A portion of the route in eastern Roberts Creek traverses the flanks of Mount Elphinstone, an area known for its overall steepness. There are many creeks to cross while traversing Mount Elphinstone, including deep ravines. These creeks and deep ravines are compelling trail features, and also present some trail building challenges. To develop a trail in this terrain that meets the trail principles limits potential route options.

Any route option is dependent on authorizations and partnership commitment from multiple land management jurisdictions.

Multiple Jurisdictions

Between Secret Cove and Langdale, Phase 2 of Suncoaster will travel through multiple land management jurisdictions. Land managers include shíshálh Nation, Sechelt Indian Government District (SIGD), District of Sechelt, the BC Ministry of Forests Lands, Natural Resource Operations and Rural Development (FLNRORD), BC Hydro, SCRD, Skwxwú7mesh Nation, the Town of Gibsons, and BC Ministry of Transportation and Infrastructure (MOTI). SCRD has begun conversations with each jurisdiction (land manager) about collaboration and designing a trail that is consistent for users regardless of the underlying land tenure or management.

Almost all (approximately 60.7 of 61km) of the trail concept design route is on public lands.

Overview of Trail Concept Design Report

The Trail Concept Design report includes:

- An overview of trail segments, grouped by category:
 - Existing Trail,
 - New Trail Construction,
 - Local Roads (paved, gravel roads and forest service roads),
 - Highway or Arterial Roads, and Collectors (Sunshine Coast Highway, Reed Rd, Marine Drive, North Road)
- Suggested trail standards per segment
- Inventory of terrain challenges
- Proposed community connector routes, linking community hubs to the Suncoaster
- Wayfinding and signage examples
- Examples of potential interpretive trail features

In addition to the report, DHC prepared technical resources to be used in next steps of planning:

- Shapefiles and georeferenced photographs for each segment
- List of potential funding sources
- Costing overview with a very preliminary estimate of construction costs for the route.

Analysis of Trail Design Concept Report

- Foundation of data: DHC's work to ground-truth the proposed route, categorize the trail segments, develop standards for each segment and identify terrain challenges provides a foundation of data for the community, SCRD and land managers to discuss route segments in detail and research the authorization requirements
- Process for long distance trail planning: Trail planning and public participation are iterative processes to develop a successful route. To date, SCRD has taken the lead to develop trail principles and a proposed route in consultation with the community and other land managers. The public participation process has informed the development of the Trail Design Concept. The field assessment work completed has also helped inform the community of what is possible. Feedback received during the public participation process for Phase 2 is summarized in Appendix B, Public Participation Report. Overall the results demonstrate that:
 - a low elevation route near communities and through nature is the preference
 - there are community groups and individuals who wish to be involved in the creation of Phase 2
 - The community wants the SCRD and partners to plan for sustainable management and quality experience (wayfinding, community connector routes, design to prevent nuisance)

- Develop partnership / collaboration strategy: Collaboration with other land managers is critical to the success of this project. Determining the level of commitment from other land managers such as MOTI, BC Hydro, FLNRORD is a next step
- Route gaps: The Trail Concept Design report provides thorough analysis of the proposed route alignment. There remain several challenging route segments needing further research, field analysis, discussion with land managers and community to define preferred and/or currently-practical routes. These areas are: Langdale to Henry Road area, and Selma Park to downtown Sechelt. A phased approach with future route improvements may be considered in these areas
- Construction phasing strategy: A strategy for construction phasing or priorities should be developed in collaboration with other land managers. Construction phasing could include 'interim segments' to address the most challenging route segments, while research, collaboration and funding requirements are developed to implement a segment that is more aligned with the trail principles and community preference. For example – community feedback expressed a preference for local road sections to be replaced with trail wherever possible, or provide upgrade to roads to promote safety. Costing estimates can be prepared for phases of construction.

Summary of Next Steps

The following table summarizes recommended next steps.

Staff recommend these next steps be initiated in 2019, with a status update report to be provided to a Committee in Q4 2019. The rate of progress is dependent on a number of factors including partner capacity, technical complexity revealed during next steps and staff commitments to operational responsibilities (which are variable due to being reactive).

	Next Steps	Actions
1.	Partnership / Collaboration Development	<ul style="list-style-type: none"> - Information sharing and collaboration invitation with First Nations - Information sharing and collaboration invitation with land managers such as: FLNRORD, BC Hydro, District of Sechelt, Sechelt Indian Government District, Town of Gibsons, MOTI, Island Timberlands - Continuing dialogue with interfacing sectors: existing trails/active transportation groups, tourism, transit, emergency services, outdoor education / skills providers, social service providers - Awareness raising with adjacent private land owners - Collaboration strategy, agreements
2.	Detailed "Stage 1" Planning	<ul style="list-style-type: none"> - Outline timeline and requirements for authorizations - Preliminary archeological / heritage conservation review - Costing estimate - Develop a funding strategy (grants, community trail stewardship program) - Maintenance costing - Construction phasing strategy - "Stage 1" (first phase of trail construction) project budget preparation (to include survey, engineering, construction)
3.	Route Gap Research	<ul style="list-style-type: none"> - Research route alternatives and costing for route gaps - Work with land managers to seek viable alternatives or interim segments - Each of the gap segments will require collaboration with MOTI

Organization and Intergovernmental Implications

This project is supported by both an internal and external cross-functional team approach including staff-level coordination and support from member municipalities and the shíshálh Nation. The involvement of stakeholders including the Sunshine Coast Trails Society has been a critical part of work to date.

Partnership and / or collaboration development for next steps will require commitment from SCRD, other land managers and community trail stakeholders.

Financial Implications

Next steps (above) will require dedication of staff time. Approximately \$1,300 remains available from the project budget for Suncoaster trail planning.

DHC's report includes a costing overview. While helpful for identifying cost items and pressures, this summary is very preliminary and thus should not serve as an indication of actual project costs.

No capital funding plan for trail construction has been established. Such a plan, potentially including grant or partnership resources, would be required for any pre-construction or construction work to proceed.

Timeline for next steps or estimated completion date

Next steps (above) are recommended to be initiated in 2019. A status update report will be prepared in Q4 2019 (in advance of 2020 budget process).

Communications Strategy

Internal and external communication plans supported the public participation process and concept design work for Suncoaster Trail Phase 2. A report on the results of the public participation process was received by PCD in March 2019 and is found in Attachment B. Communication plans will be developed to support future partnership development and any further public participation.

STRATEGIC PLAN AND RELATED POLICIES

The Phase 2 Suncoaster Trail Design project supports strategic priorities to Facilitate Community Development, Support Sustainable Economic Development, and Embed Environmental Leadership.

CONCLUSION

DHC prepared a Trail Concept Design for Phase 2 of the Suncoaster Trail, applying trail principles confirmed with the community. Technical analysis, as well as feedback received through public participation, points to next steps of partnership / collaboration development, detailed "Stage 1" planning work and route gap research. Staff recommend initiating next steps of partnership/collaboration development, detailed "Stage 1" planning and route gap research, and that a project status update report be prepared in Q4 2019.

Attachments

Attachment A – Trail Concept Design, Diamond Head Consultants

Attachment B – Public Participation Report, Suncoaster Phase 2

Reviewed by:			
Manager	X - A. Allen	Finance	
GM	X - I. Hall	Legislative	
A/CAO	X - A. Legault	Other	



Suncoaster Trail Phase 2 Concept Design Report

Sunshine Coast Regional District

February 2019

ACKNOWLEDGEMENTS

This report benefited greatly from input by the public and staff from the Sunshine Coast Regional District (Julie Clark, Andrew Allen, Ian Hall, Trevor Fawcett).

Consulting Team

 Camille B. Lefrançois
Trevor Cox
Kristian Short
Kelsey Walker

 Steve Milne
Chris Sutton

 Maria Stanborough



TABLE OF CONTENT

1	INTRODUCTION.....	1
2	TRAIL DESIGN PRINCIPLES.....	2
2.1	Policy Context.....	2
2.2	Design Principles.....	2
3	TRAIL ALIGNMENT.....	3
3.1	Background.....	3
3.2	Alignment Summary.....	3
3.3	Multiple Jurisdictions.....	7
3.4	Methodology for Alignment Review.....	7
3.5	Trail Alignment Revisions.....	7
4	TRAIL STANDARDS.....	14
4.1	Overview.....	14
4.2	Trail Standards Summary.....	15
4.3	Existing Trail Standards.....	16
4.4	New Trail Standards.....	17
4.5	Highway, Arterial and Collector Trail Standards.....	18
4.6	Local Road Standards.....	19
4.7	Trailhead Standards.....	20
4.8	Trail to Local Road Interface Standards.....	21
5	OPPORTUNITIES ALONG THE SUNCOASTER TRAIL.....	25
5.1	Features for Interpretation.....	25
5.2	Community Connector Routes.....	26
5.3	Trailheads.....	26
5.4	Trail Signage and Branding.....	30
	APPENDIX 1 – BACKGROUND REVIEW.....	33
	APPENDIX 2 – COSTING PLAN.....	34

THIS PAGE IS INTENTIONALLY BLANK

1 INTRODUCTION

The vision for Suncoaster Trail is to provide a ferry-to-ferry connection from Langdale to Earls Cove. The first phase, completed in 2010, connected Earls Cove to Halfmoon Bay with 37 kilometres of multi-use trails and Forest Service Roads. The second phase is intended to provide the connection from Halfmoon Bay to Langdale.

This trail design report summarizes the work conducted by the consultant team in the summer and fall of 2018. This work builds on previous work from the Sunshine Coast Regional District (SCRD) to identify and refine a trail alignment in consultation with the public. The consultant team undertook a review of the alignment to identify functional challenges to the trail design principles. Alternatives were identified and presented to the SCRD and the community for input. A design concept including recommendations for trail standards, signage, and interpretive opportunities are presented in this report. The trail standards were used to develop a costing estimate, appended to this report.



Figure 1. The Suncoaster Trail will provide a ferry to ferry connection from Langdale to Earls Cove

2 TRAIL DESIGN PRINCIPLES

2.1 POLICY CONTEXT

The Suncoaster Trail design is informed by numerous policies from the SCRD, the District of Sechelt and the Town of Gibsons, as well as community organizations such as the Sunshine Coast Trail Society. A complete list of the policies reviewed is provided in Appendix 1.

Official Community Plans for the electoral areas, the District of Sechelt and the Town of Gibsons refer to the importance of providing a trail network that complements roads, and connects trails and communities as a safe alternative to private automobile transportation. The Halfmoon Bay, Roberts Creek and District of Sechelt OCPs refer specifically to the completion of the Suncoaster Trail as an important initiative to support those objectives.

The SCRD Parks and Recreation Master Plan (2014) highlights the importance of trail development to improve connectivity in the region, and to connect parks and existing trails, with new trails contributing recreational opportunities as well as providing safe routes for alternative transportation. The Plan emphasizes the importance of cost effectiveness for the construction and maintenance of new trails. The SCRD Integrated Transportation Study highlights a lack of continuous routes for cyclists and pedestrians and the importance of signage to provide wayfinding and indicate route distances.

Overall, transportation, sustainability and recreation policies from the SCRD, local municipalities and First Nations provide extensive support for the development of safe active transportation routes that are multi-use and improve the connectivity within the region.

2.2 DESIGN PRINCIPLES

The Suncoaster Trail design principles were selected based on SCRD policies and results from previous public consultation, and include:

- Use existing trails and pathways wherever possible;
- Design an inclusive, accessible trail;
- Ensure that grades will be less than 10% wherever possible;
- Make use of public property wherever possible;
- Maintain existing trail uses*;
- Include points of natural, cultural and historic value;
- Provide options for hiking and biking; and
- Pass through urban and rural centres and provide access to existing services.

* Where existing trails have motorized uses, those uses will continue. New trail construction is proposed to be designed for pedestrian, cyclist and possibly equestrian uses.

3 TRAIL ALIGNMENT

3.1 BACKGROUND

The initial concept and alignment for the Suncoaster Trail Phase 2 was brought forward to the public by the SCRD in 2017. During this consultation, it was highlighted that there was demand for a lower elevation route to connect communities. The SCRD reviewed the alignment based on the community feedback and with the objective to make use of existing trails, public land and rights of way wherever possible. This alignment was shared with the consulting team in the summer of 2018 to identify functional challenges and opportunities along the proposed route and recommend changes where necessary.

3.2 ALIGNMENT SUMMARY

The consulting team and Regional District staff reviewed the trail alignment and modified it where necessary to ensure it best met the design criteria. Changes that were made to the alignment are discussed in Section 3.5 below. The revised trail was classified by type of segment, which includes existing trails, trails to be built, highway, arterial or collector right-of-ways and local roads (see Table 1).

Table 1. Summary of the revised Suncoaster Trail by type

Type of segment	Electoral Areas	Other jurisdictions*	Total distance
Trail - Existing	16.1	9.0	25.1
Trail - To be built	5.0	0.8	5.9
Highway/Arterial/Collector**	3.9	4.5	8.4
Local road	12.0	9.3	21.3
Total - Suncoaster Phase 2	37.0	23.7	60.6

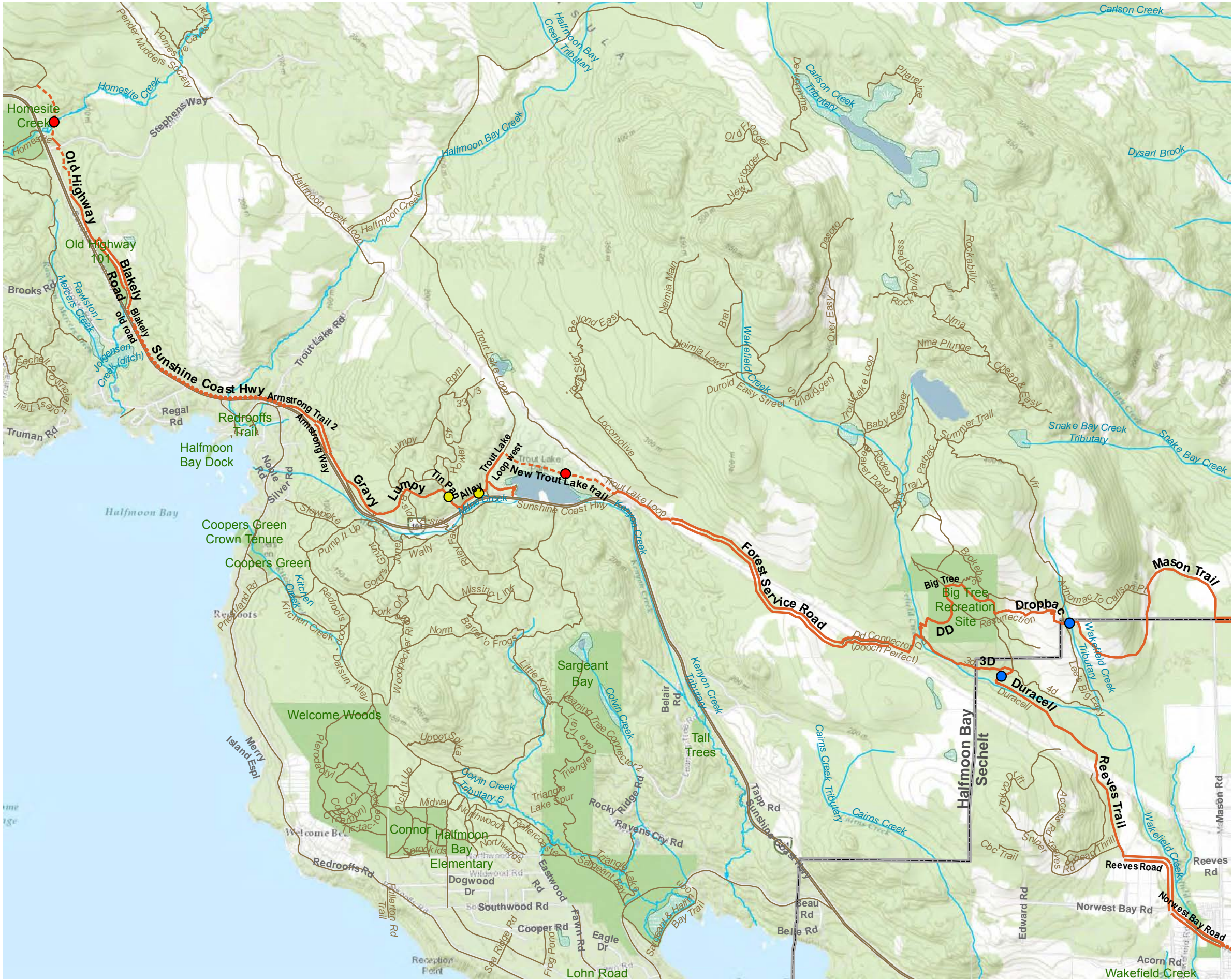
*Note that totals reported in this table include the trail section in the District of Sechelt, Sechelt Indian Government District and Town of Gibsons.

** Reed Road between Henry and Payne Road is included in this segment type despite its local road status due to its higher traffic.

The alignment supports the trail design principles by making use of existing trails and pathways for more than 40% of the trail. It makes use of public land for new trail sections which will span over 5.9 km. Its location closer to communities provides an opportunity for active transportation between communities and to access numerous parks and recreational trails.

The main functional barrier that was found for trail segments where no acceptable alternatives were found is grade. Trail sections where grade was found to be a challenge are most often located within rights of way that range from 10 to 20 metres in width and therefore constrain the trail location. Those sections are identified in the Costing Plan where grade reduction measures such as switch-backs are proposed to ensure the trail will be accessible (see Appendix 2 for details).

Maps of the revised alignment are included by electoral area in the following pages.



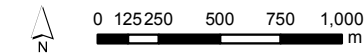
Suncoaster Trail Design - Phase 2

Bridge or drainage

- To be built
- To be replaced
- Existing

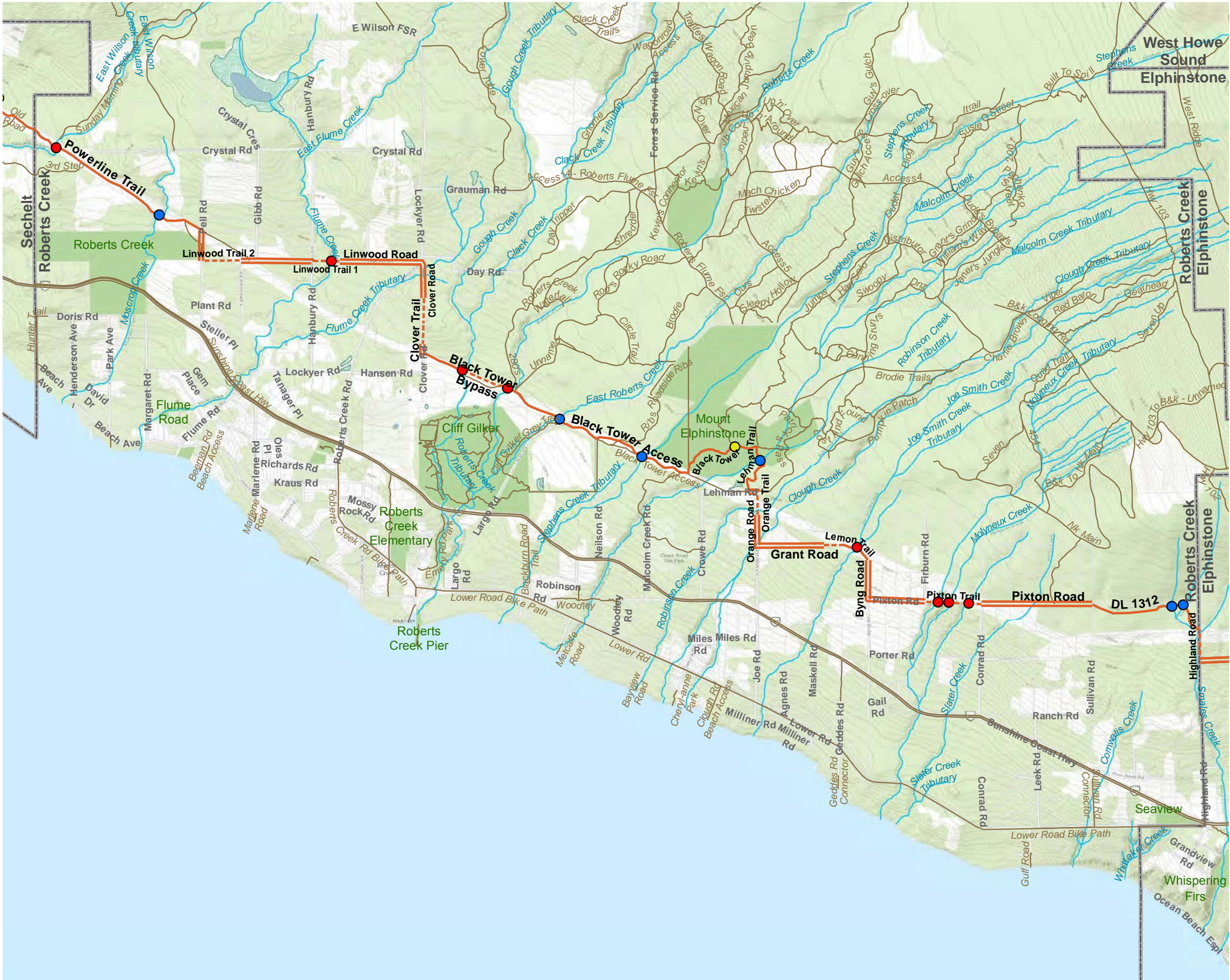
Updated Alignment

- Trail - Existing
- Trail - Non-Existing
- Highway/Arterial/Collector
- Road - Existing
- Electoral areas
- Existing Trails
- Streams
- Lakes
- Wetlands
- Parks
- Parcels



Service Layer Credits: Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Figure 2.Halfmoon Bay – Alignment Summary



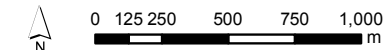
Suncoaster Trail Design - Phase 2

Bridge or drainage

- To be built
- To be replaced
- Existing

Updated Alignment

- Trail - Existing
- Trail - Non-Existing
- Road - Existing
- Electoral areas
- Existing Trails
- Streams
- Lakes
- Wetlands
- Parks
- Parcels



Service Layer Credits: Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Figure 3. Roberts Creek – Alignment Summary

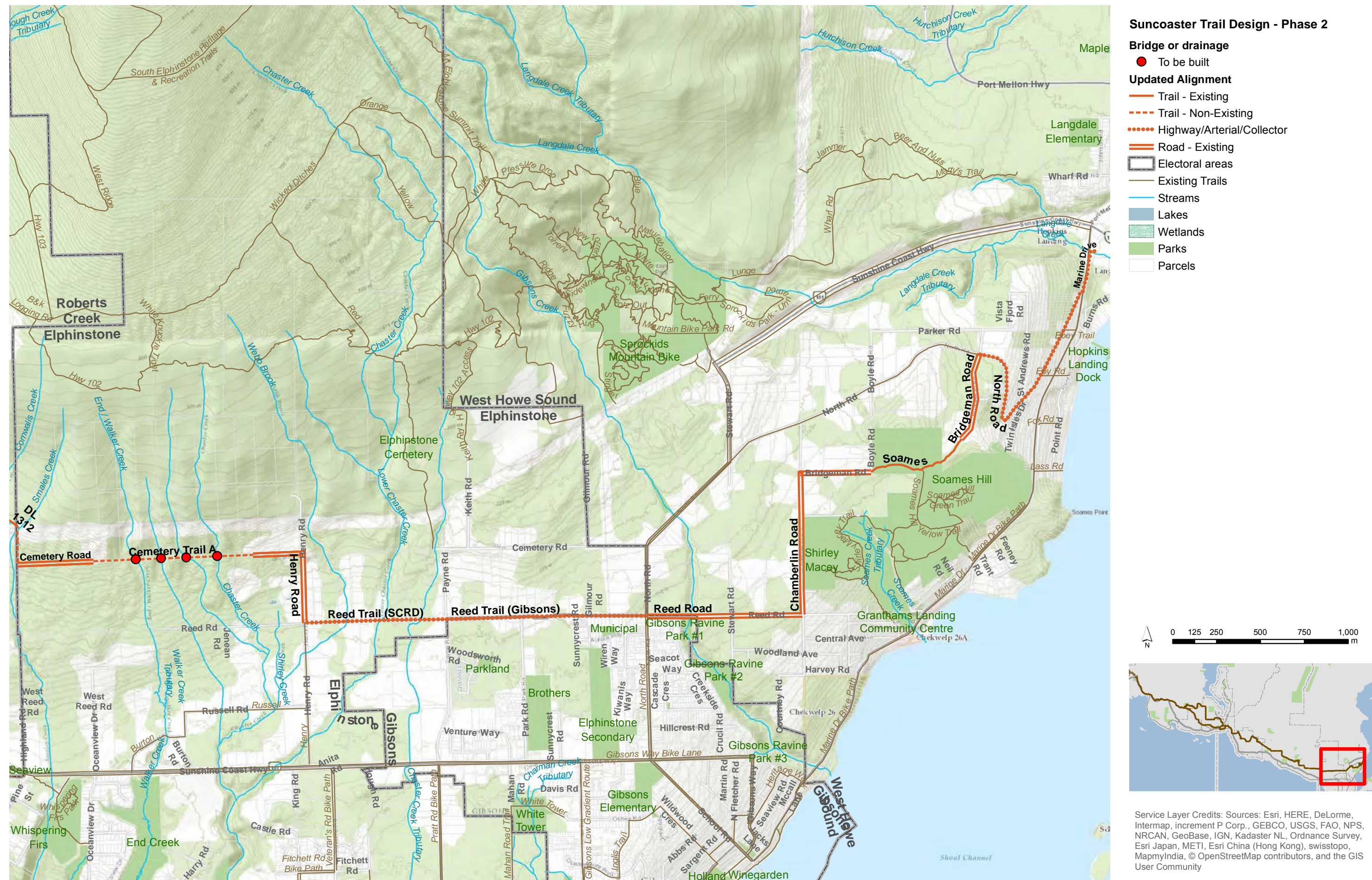


Figure 4. Elphinstone - West Howe Sound – Alignment Summary

3.3 MULTIPLE JURISDICTIONS

The alignment makes use of land owned by the SCRD, the Ministry of Transportation and Infrastructure, BC Hydro, the District of Sechelt, the Sechelt Indian Government District, Town of Gibsons as well as Provincial (Crown) land. The trail is located on the territories of the shíshálh and Skwx̱ wú7mesh Nations. The scope of the project was oriented to the rural electoral areas only. When complete, the Suncoaster Trail Phase 2 will have a segment through the District of Sechelt. Route design for this segment is lead by the District of Sechelt, in collaboration with other jurisdictions, including SCRD to ensure consistent trail design wherever possible.

3.4 METHODOLOGY FOR ALIGNMENT REVIEW

In order to arrive to the revised trail and alignment, the consulting team undertook a geospatial review of the alignment to identify functional challenges and opportunities. The desktop review looked to:

1. Confirm the status of the alignment segments (existing vs. non-existing)
2. Collection information on the functional challenges, including:
 - Accessibility barriers, such as grade or road crossings
 - Challenging/costly trail building conditions, such as stream crossings and riparian areas, sensitive ecosystems, geotechnical hazard, slope
3. Collect information on opportunities
 - Connectivity to schools and communities along the alignment
 - Connection to existing trails and park
 - Heritage or environmental features for interpretation
 - Wayfinding signage
4. Propose connector routes to link to and from communities along the trail

A field visit was then conducted to validate the information collected from the desktop review and collect data to be used for the Costing Plan.

3.5 TRAIL ALIGNMENT REVISIONS

The field work identified a few trail segments with a number of functional challenges that could result in difficult trail building conditions. In addition to these functional challenges, some trail segments that had been identified as existing had to be reclassified as non-existing upon the field verification.

There are four sections where the grade of the proposed route is steep and no alternative route can be identified; they are identified as steep in the Costing Plan and the new trails will require switch-backs.

In consultation with SCRD, three alternative alignments were developed for trail segments with challenging trail building conditions. These were presented to the community at the public open house in November 2018. Two additional segments where large bridges are missing were also considered for changes to the alignment. Finally, additional segments where public participation indicated a preference for an alternative were also reviewed to consider alternatives. Updates to the alignment for all those segments are presented in the following pages.

3.5.1 Old Highway

The 2018 Suncoaster Trail alignment proposed to make use of the old paved highway along the section that runs from the end of the Suncoaster Phase 1 trail and to Blakely Road to the south. The field visit confirmed the presence of the old highway only for a short section north of Blakely Road, with the remainder of the alignment presenting challenging trail construction conditions such as large boulders and dense forest. An alternative option was identified and presented at the public open house. The alternative would run to the south of the highway and make use of Brooks Road and the Homesite Creek and Brooks Road connector trails. Consultation results showed a preference for keeping to the old highway alignment to avoid crossing Highway 101. The old highway option therefore remains the recommended route for the Suncoaster Trail.

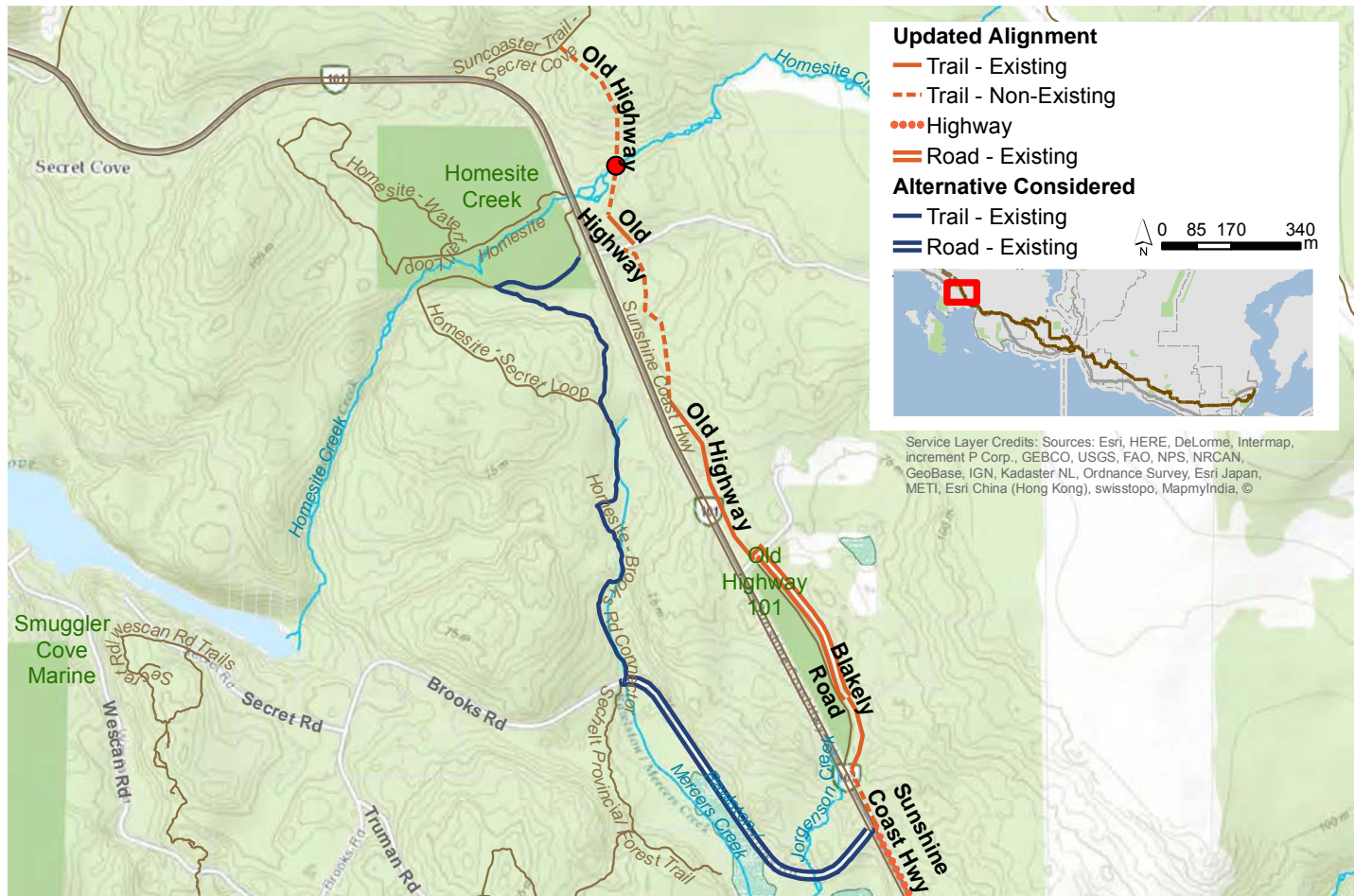


Figure 5. Alternative alignment considered for the Old highway trail

3.5.2 Trout Lake Trail

The alignment proposed by the SCRD travels along the highway between Trout Lake trail to the east of the lake and the Forest Service Road to the west of the Lake. This segment of the highway does not present opportunities to build a separated trail on the north side of the highway due to a rock outcrop that restricts the width of the trail along the highway edge and the lake's close proximity to the edge of the shoulder. Consultation results outlined a strong preference for the trail to move away from the highway wherever possible. The existing Trout Lake Loop trail could provide an alternative connection using existing trails, but would create a detour to the north. The recommendation is to move the trail alignment north of the lake, where a new trail would connect Trout Lake Loop west and east. The trail location has been refined upon a field visit to avoid steep grades and saturated soil areas and is shown as the dashed line in Figure 6 below.

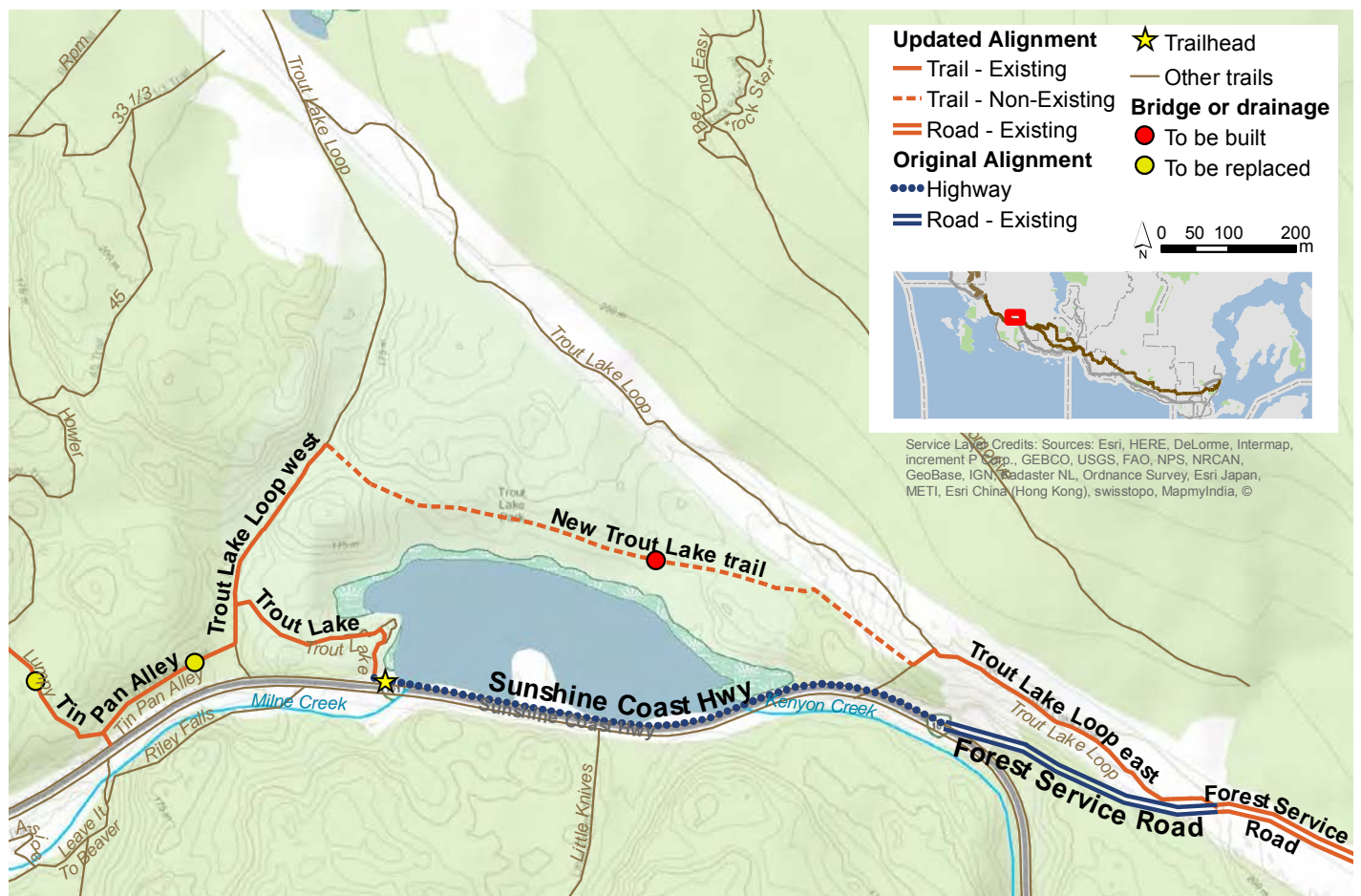


Figure 6. Revisions to the Trout Lake - Sunshine Coast Highway alignment

3.5.3 Powerline Trail

From Roberts Creek and into Sechelt, the Suncoaster Trail makes use of the existing BC Hydro access road under the powerlines. The Powerline Trail crosses Wilson and East Wilson Creeks and is currently missing bridges for both streams. The Wilson Creek crossing would require a costly engineered bridge due to its wide and shallow depth. There were two alternatives considered to avoid the costly bridge: (1) looking for a more narrow crossing option north or south of the existing trail, or (2) making use of the 3rd Step and Wilson Creek trails to the south of the Powerline Trail, where only one creek crossing would be required. For the latter option, crossing of Wilson Creek on Wilson Creek Trail was found to be similar to the Powerline Trail crossing and therefore a costly option as well. For the former option, options to deviate the trail either north or south of the Powerline Trail were considered. The creek crossing south of the Powerline Trail is of similar width to the current trail. However, the creek crossing is much narrower approximately 30m north of the Powerline Trail. This Powerline Trail Bypass would provide a more affordable option for the SCRD as compared to building the large bridge on the current trail; the SCRD would be required to build a short new trail segment and a small bridge.

An additional important consideration regards the land owners for that segment of trail: Island Timberlands. Consultation with Island Timberlands was beyond the scope and timeline of this project but will be required before the SCRD can make a decision on the most appropriate alignment.

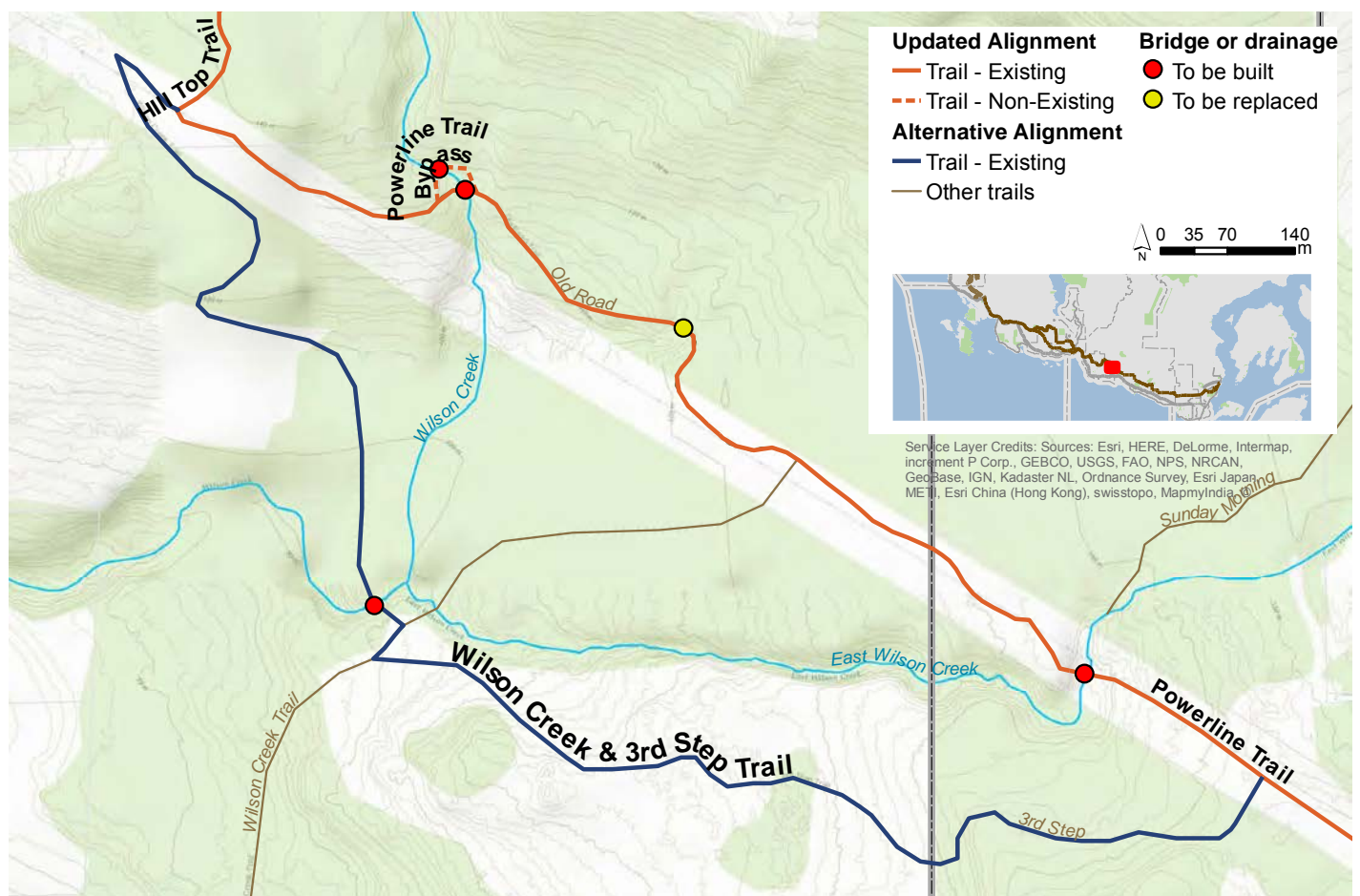


Figure 7. Alternatives considered for the Powerline trail to reduce the cost of the Wilson Creek bridge

3.5.4 Black Tower Access Trail

The Black Tower Access Trail is located on a BC Hydro right of way and functions as a maintenance access road for BC Hydro. There are two creek crossings east of Clover Road where no bridges currently exist: one bridge to cross Clack Creek and one to cross Roberts Creek. There are two possible locations to cross Clack Creek, each have a wide creek bed. BC Hydro may consider future road upgrades that would include vehicle-accessible bridges in the future. Should barriers exist to building bridges on this BC Hydro Right of Way, an alternative is identified, making use of SCRD owned parcel north of the BC Hydro right of way where a new trail can be built to connect to the Range trail. If this option is pursued, the bridge over Clack Creek can be built to the SCRD's preferred standards for foot and cycling traffic. The bridge over Roberts Creek is on the BC Hydro right of way and would need to be built to their standards.

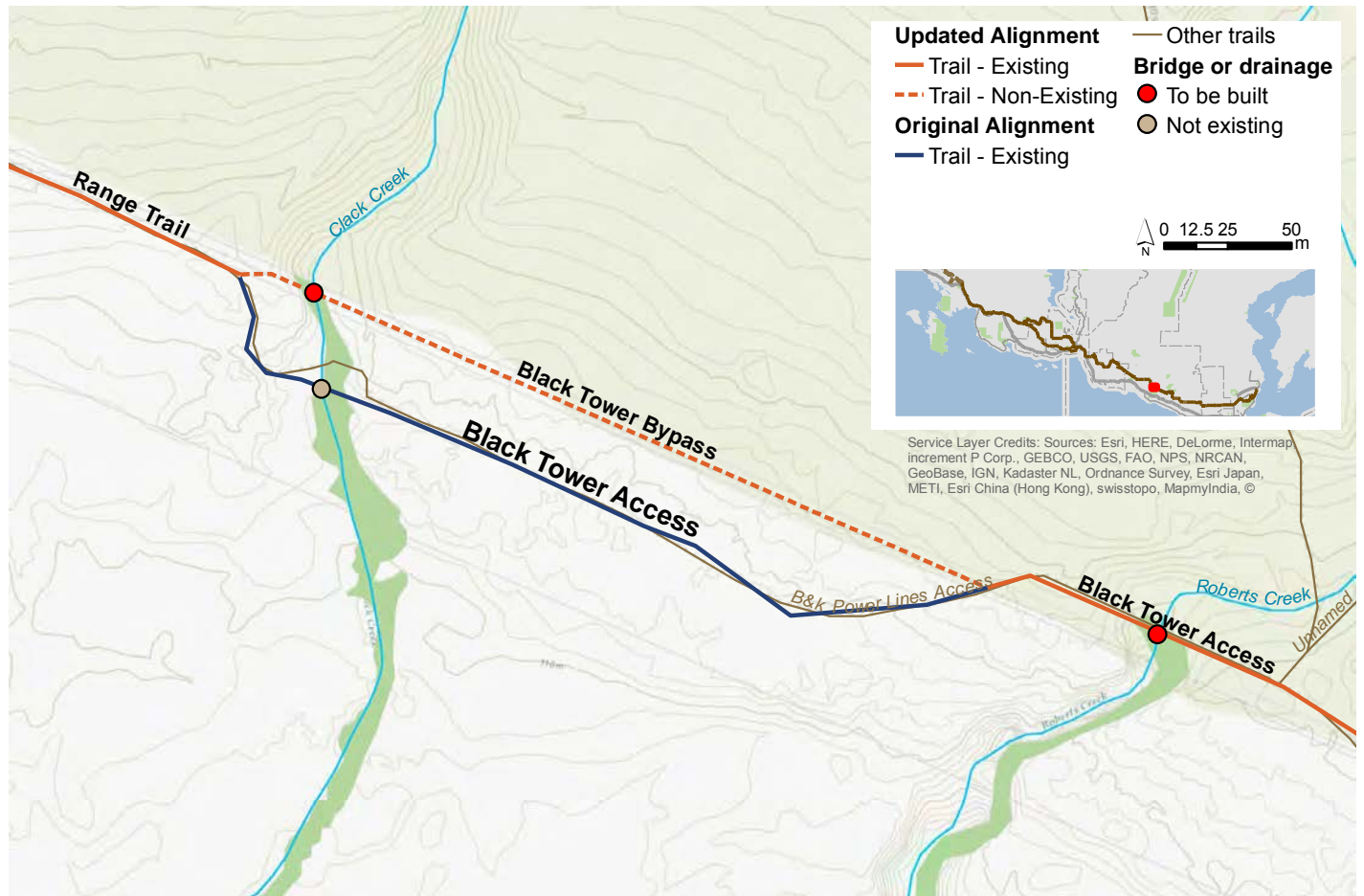


Figure 8. Revisions to the Black Tower Access Trail

3.5.5 Cemetery Trail

The original alignment proposed making use of North Road, Cemetery Road and the Cemetery Road right of way to provide a connection from the Soames Hill Grey trail to the DL 1312 trail. However, the two undeveloped sections of the right of way cross seven streams, many of which sit at the bottom of steep ravines. Additional concerns were raised at the public open house about the grade on Cemetery Road between North Road and Keith Road.

Reed Road was identified as a potential alternative to the Cemetery Road and trail. This road supports heavier vehicle traffic from the ferry terminal. The Town of Gibsons is currently pursuing funding to create a separated trail along the south side of the road from North Road to Payne Road which would alleviate that problem while providing a closer connection for the Suncoaster Trail to the Town. To make use of this opportunity, the revised Suncoaster is proposed to travel along Reed Road where the SCRDC can work with Ministry of Transportation and Infrastructure to extend a future trail from Payne to Henry Road and use Henry Road to reach Cemetery Road and the right of way.

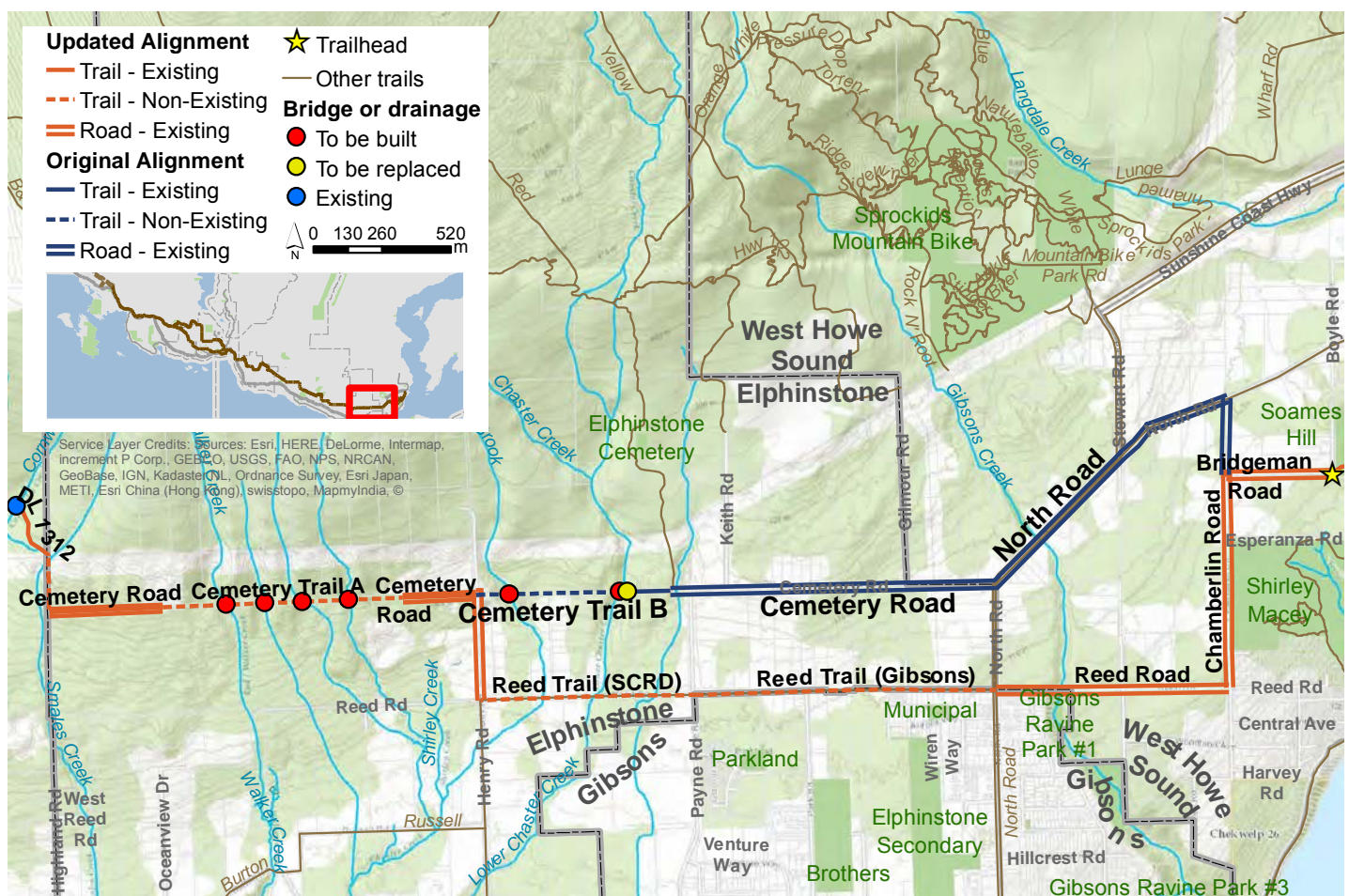


Figure 9. Revisions to the Cemetery Road and right of way trail alignment

The trail to be built along the Cemetery Road right of way west of Henry Road crosses four creeks through fairly steep ravines. The proposed trail design will minimize large grade changes within the right of way where possible. However, the SCRDC may want to consider an alternatives through lot DL 1313 through a multi-jurisdictional partnership. Ravine slopes at creek crossings are not as steep towards the south of DL 1313 as compared to the Cemetery Road right of way.

3.5.6 Marine Drive and North Road

The original alignment makes use of Marine Drive and North Road to get from the Langdale ferry terminal to Soames Hill Park. These collector roads would ideally provide a separated trail facility in order to provide an accessible trail for cyclists and pedestrians as per the SCRD's design principles. However, the cost of building a trail along those roads as well as the constraints, such as the narrow rights-of-way and existing infrastructure in place, will likely make the trail building costly. A possible alternative would be to reroute the trail along the Sunshine Coast Highway where large shoulders are already provided. However, members of the public in attendance at the November 2018 public open house indicated a strong preference for the trail to avoid the highway as much as possible. Alternatively, the SCRD could make use of the Parker Road right-of-way to connect to Bridgeman or Boyle Road. The main limitation with that option is the steep topography and very narrow right-of-way which would likely require a staircase to be installed. If this option is pursued, the SCRD should consider including rails to allow bikes to be pushed up in order to enable cyclist's use of the trail segment.

In addition to these alternatives, the Coastal Bike Route makes use of Marine Drive and into the Gibsons. This option was reviewed in previous alignment options for the Suncoaster trail but may deserve further consideration. Overall, it is recommended that the SCRD continues discussing the options available for this section of the trail in order to reach the best available solution.



Figure 10. Alternative alignment possibilities from the Langdale ferry terminal to Soames Hill

4 TRAIL STANDARDS

4.1 OVERVIEW

The Suncoaster Trail will make use of existing trails, new trails, highway, arterial and collector road rights-of-way and local roads to complete the ferry-to-ferry connection from Halfmoon Bay to Landgale. This section describes the types of trail segments and provides trail standards for each segment type. Standards for trailheads and trail to road intersections are also included in this section.

4.1.1 Existing Trails

Existing trails make up most of the Suncoaster Trail alignment. Standards for the existing trails vary from narrower, single track trails to maintenance roads and old roads that are a few meter wide.

4.1.2 New Trails

The SCRD's trail design principles called for an alignment that made use of public property wherever possible. New trails make use of public land and rights-of-way and connect existing trails and local road where that connectivity is currently missing.

4.1.3 Highway, Arterials and Collectors

There are two sections of the Suncoaster Trail that make use of the highway right-of-way, as well as an arterial and a few collector roads. Within the electoral areas, there is one highway section between Blakely and Armstrong trails in Halfmoon Bay, and two collector roads in West Howe Sound: Marine Drive and North Road.

4.1.4 Local Roads

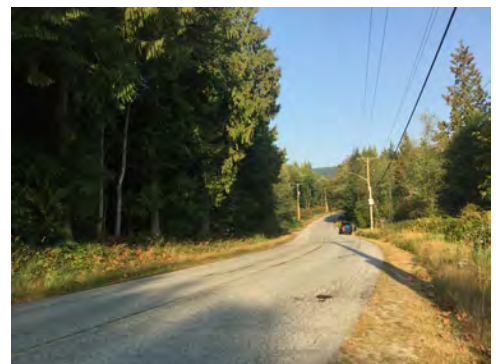
Local roads make up the second largest component of the Suncoaster Trail alignment. The roads vary from paved roads to rural gravel roads and Forest Service Roads that support minimal local traffic. The use of local roads as part of the Suncoaster Trail alignment allows the trail to provide an active transportation route that is closer to communities and improves the connectivity between urban and rural centres for cyclists and pedestrians.



Soames Hill Grey trail is an existing trail in West Howe Sounds' Soames Hill Park



Duracell trail is an existing trail near Big Tree Recreation Site in Halfmoon Bay



North Road in West Howe Sound is a collector road






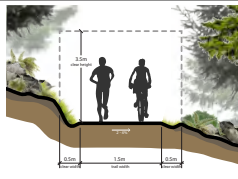



Byng Road is a local gravel road in Roberts Creek

4.1.5 Trail Standards Summary

Table 2 provides a summary of trail standards for all Suncoaster Trail segment types. Standards for local roads are not included in the table and are discussed in Section 4.5. Summary maps of the trail standards are included in Figure 15 to Figure 17 (pages page 22 to 24).

Table 2. Summary of trail standards*

	EXISTING TRAILS					TRAIL CONSTRUCTION	
	Single track	Double track	Double track (gravel)	Connector	Old paved road	New trail	Highway/Arterial/Connector trail
DESCRIPTION	Narrow trails suitable for biking and hiking	Wide surfaced trails suitable for a range of low intensity recreational pursuits	Wide surfaced, accessible trail suitable for a range of low intensity recreational pursuits	Wide trails suitable for biking and hiking as well as for ATVs and limited maintenance vehicle access	Wide, accessible trail suitable for a range of low intensity recreational pursuits	A wide surfaced trail suitable for a range of low-intensity recreational pursuits	A wide surfaced trail suitable for a range of low-intensity recreational pursuits
TOTAL LENGTH*	4.7 km	6.5 km	0.3 km	9 km	1.1 km	5.0 km	8.4 km
PHOTO	 Duracell trail	 Big Tree trail	 Soames Hill Grey trail (connection to Bridgeman Road)	 Black Tower trail	 Blakely trail		
TYPE OF USE	Walking/Biking	Walking/Biking/Equestrian	Walking/Biking	Walking/Biking/Equestrian/ ATVs	Walking/Biking	Walking/Biking	Walking/Biking
TREAD MATERIAL	Native soils	Native soils	Gravel	Native soils	Asphalt	Native soils	Gravel (3/4" minus road base)
TREAD WIDTH	0.5m minimum	1.5m minimum	2m	3m minimum	3-5m	1.5m minimum	1.5m minimum






*Total lengths reported in this table include all trails visited for this project. They exclude trails within the District of Sechelt which were not part of the project scope. Please see page 7 regarding multiple jurisdictions.

4.2 EXISTING TRAIL STANDARDS

The Suncoaster Trail makes use of existing trails where possible without changing existing trail uses. Given that objective, existing trails are not expected to be significantly altered for the development of the Suncoaster Trail.

Existing trails that are included in the alignment vary in width from approximately one to several metres, with the largest trails often being forest service roads. The most common tread consist of natural soils. Only one gravel trail is found within the alignment in the electoral areas. Short sections of the trail in Halfmoon Bay are asphalted where the alignment makes uses of the old highway north of the current highway. The type of uses described are provided for information only; a more comprehensive review of trail users should be conducted to confirm current uses.

Table 3. Existing trail standards

	Single track	Double track	Double track (gravel)	Connector	Old paved road
DESCRIPTION	Narrow trails suitable for biking and hiking	Wide surfaced trails suitable for a range of low intensity recreational pursuits	Wide surfaced, accessible trail suitable for a range of low intensity recreational pursuits	Wide trails suitable for biking and hiking as well as for ATVs and limited maintenance vehicle access	Wide, accessible trail suitable for a range of low intensity pursuits
TOTAL LENGTH	4.7 km	6.5 km	0.3 km	9 km	1.1 km
PHOTO	 Duracell trail	 Big Tree trail	 Soames Hill Grey trail (connection to Bridgeman Road)	 Black Tower trail	 Blakely trail
TYPE OF USE	Walking/Biking	Walking/Biking/ Equestrian	Walking/Biking	Walking/Biking/ Equestrian/ ATVs	Walking/Biking
TREAD MATERIAL	Native soils	Native soils	Gravel	Native soils	Asphalt
TREAD WIDTH	0.5 m minimum	1.5m minimum	2m	3m minimum	3-5m

Existing trails that are considered to be in poor condition, sections that are too steep (as highlighted in public participation or in the field) or where bridges are missing were identified and are included for upgrades as part of the Costing Plan.

4.3 NEW TRAIL STANDARDS

New trail sections are intended for non motorized users, primarily pedestrians and cyclists, which will support the region’s objectives for active transportation between communities and to access recreational opportunities. It is recommended that the new trails be built following the standards for a multi-use trail primarily intended for cycling and walking. This format will allow for the trail to be built to a standard that can easily be modified for other uses in the future. The trail standards described below are consistent with Type II trail standards from the Sunshine Coast Trail Strategy, Trails Canada and the BC Recreation Manual. The width is sufficient to allow cyclists and pedestrians to pass each other. The use of native soils will minimize the costs of trail construction and maintenance.

Table 4. New trail standards

	NEW TRAIL
DESCRIPTION	A wide surfaced trail suitable for a range of low-intensity recreational pursuits (walking, trail running, cycling, equestrian)
TOTAL LENGTH	5.0 km
PRIMARY USE	Walking/Biking
SUB-BASE MATERIAL	Native soils
TREAD MATERIAL	Native soils (surfaced with natural materials)
TREAD WIDTH	1.5m minimum
VEGETATION CLEARANCE	50cm each side from edge of trail
OVERHEAD CLEARANCE	3.5m

The trail is intended to be accessible to users with varying comfort levels, and as such aims to limit its grade to less than 10% wherever possible. Where feasible, the Costing Plan assumes that switch-backs will be built for any trail segments with a grade of 20% or higher. The exact siting of the trail at construction should aim to mitigate grades below 20%.

Once the trail is established, the SCRD can monitor the use and condition of the trail through time to determine the suitability of the classification and tread wear and its impact on maintenance. Trail standards could be upgraded to a wider trail with gravel tread similar to Type I trail standards from the same references in the future if use levels and user types justify it.

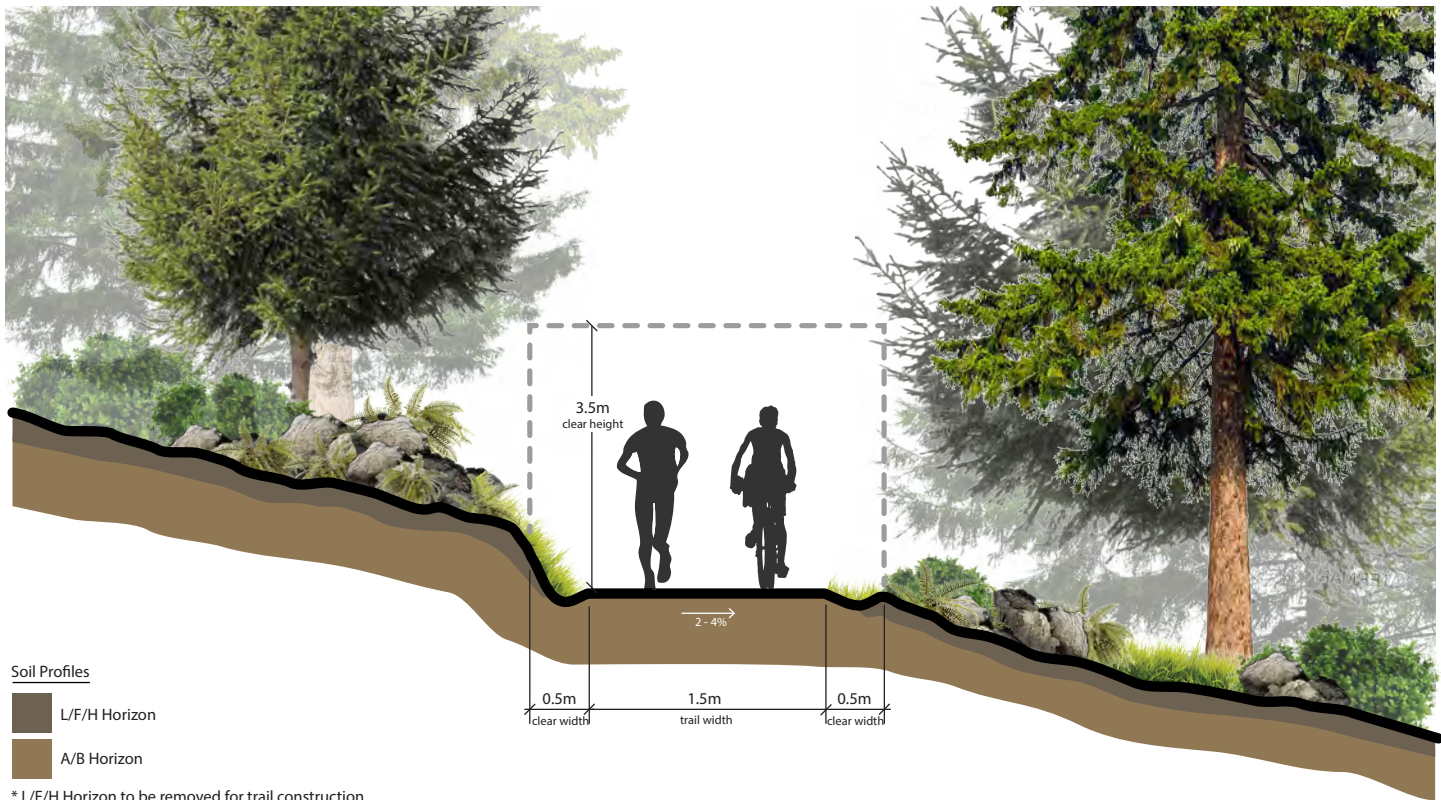


Figure 11. New trail cross-section

4.4 HIGHWAY, ARTERIAL AND COLLECTOR TRAIL STANDARDS

Three segments of the proposed Suncoaster Trail are considered for a 'highway' trail standard: from Armstrong Road to Blakely Road in Halfmoon Bay, and along North Road and Marine Drive in West Howe Sound. While Reed Road is classified as a local road, we recommend it be considered by the SCRD for the highway standard due to high traffic concentrations. We recommend that the SCRD enters in discussions with the Ministry of Transportation and Infrastructure to explore

Table 5. New highway, arterial and collector trail standards

	HIGHWAY, ARTERIAL AND COLLECTOR TRAIL
DESCRIPTION	A wide surfaced trail suitable for a range of low-intensity recreational pursuits (walking, trail running, cycling, equestrian)
TOTAL LENGTH	8.4 km
PRIMARY USE	Walking/Biking
SUB-BASE MATERIAL	3" minus compacted road base min. 6" compacted depth
TREAD MATERIAL	Gravel (3/4" minus road base)
TREAD WIDTH	1.5m minimum
VEGETATION CLEARANCE	50cm each side from edge of trail
OVERHEAD CLEARANCE	3.5m

the possibility of building a separated trail along the north side of the highway and on one side of Marine Drive and North Road within the MOTI right-of-way.

Trail standards and siting along the highway and collector roads will need to be finalized with support from the MOTI. The final detailed design for each segment will need to take into account the changing right-of-way and road width along each corridor as well as the location of utilities and driveways.

While the ditch along the highway may provide a buffer between the trail users and the road, alternatives may be considered for sections of the highway where constraints may require the location of the trail to be closer to the highway as well as for collector roads.

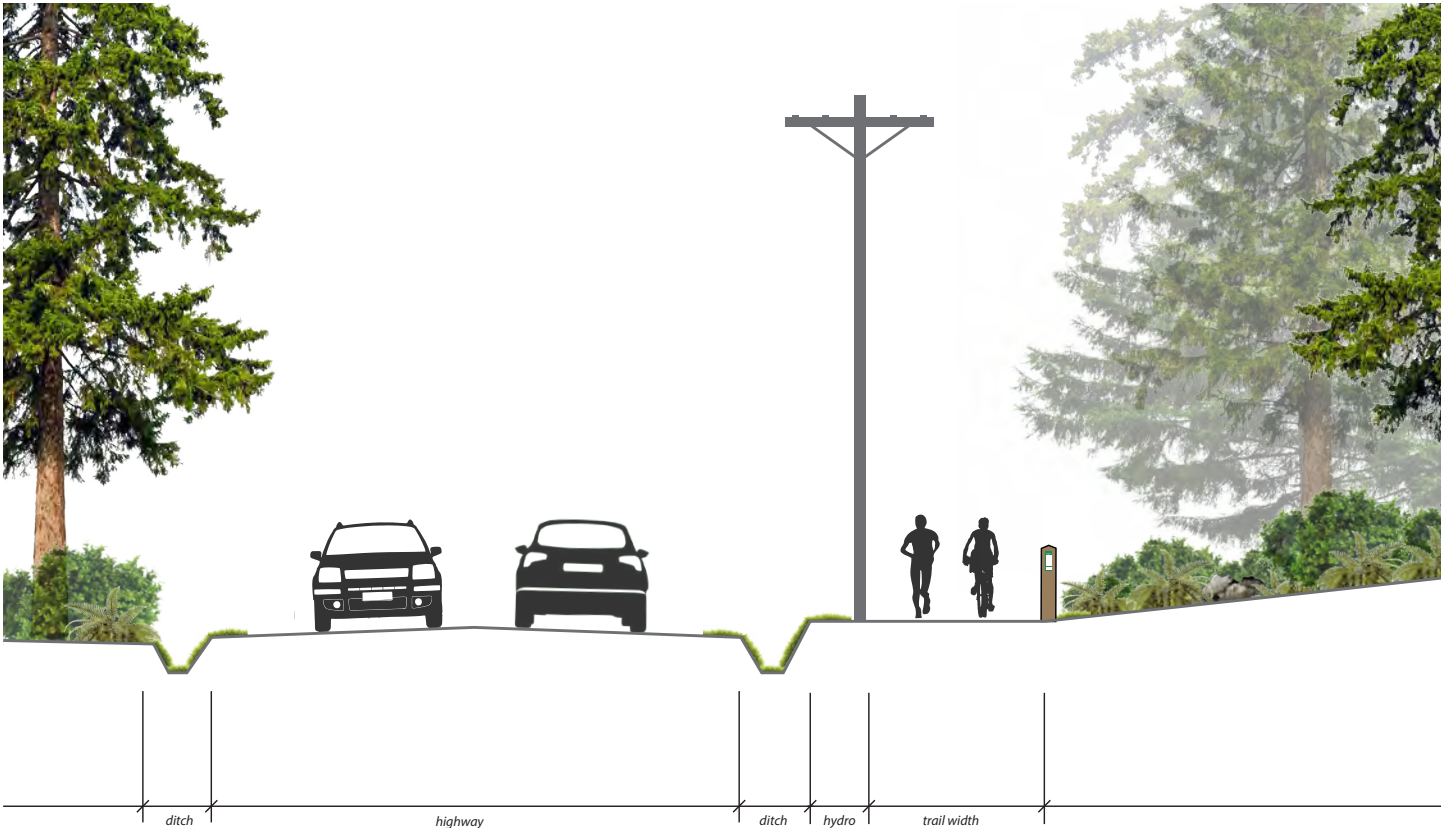


Figure 12. Highway, arterial and collector trail cross-section represented along the Sunshine Coast Highway (Halfmoon Bay)

4.5 LOCAL ROAD STANDARDS

This report does not provide specific standards for local roads that are part of the Suncoaster Trail alignment. A separated path following the same standards as for the highway, arterial and collector trails could be used to provide road-separated facilities for cyclists and pedestrians. However, local roads carry lower volumes of traffic at lower speeds, and as such generally require fewer improvements or modifications for the promotion of active transportation.

Best practices for the promotion of cycling along local roads generally promotes the control of traffic speed and volume, wayfinding and route identification signage (included in the Costing Plan) and intersection upgrades for major road crossings. Improvement for pedestrians could include the construction of gravel shoulders or a separated path within the right-of-way, as well as improved intersection crossing facilities at major street crossings. These best practices can provide guidance if the SCRD wishes to improve local roads that are part of the Suncoaster Trail alignment in the future.

4.6 TRAILHEAD STANDARDS

Six proposed trailhead locations were identified where access and parking currently exists. Trailheads should include the following infrastructure:

- An information kiosk that provides trail users with trail maps and information. Kiosks should use specifications as provided in the SCRD's draft Sign Strategy.
- Trail signage: including trail identification and distance indicators

It is recommended that the SCRD also provide an outhouse and bicycle parking at trailheads. Garbage disposal facilities could be considered if maintenance of the facilities is determined to be feasible given the Regional District's resources.



Figure 13. Suncoaster Trailhead

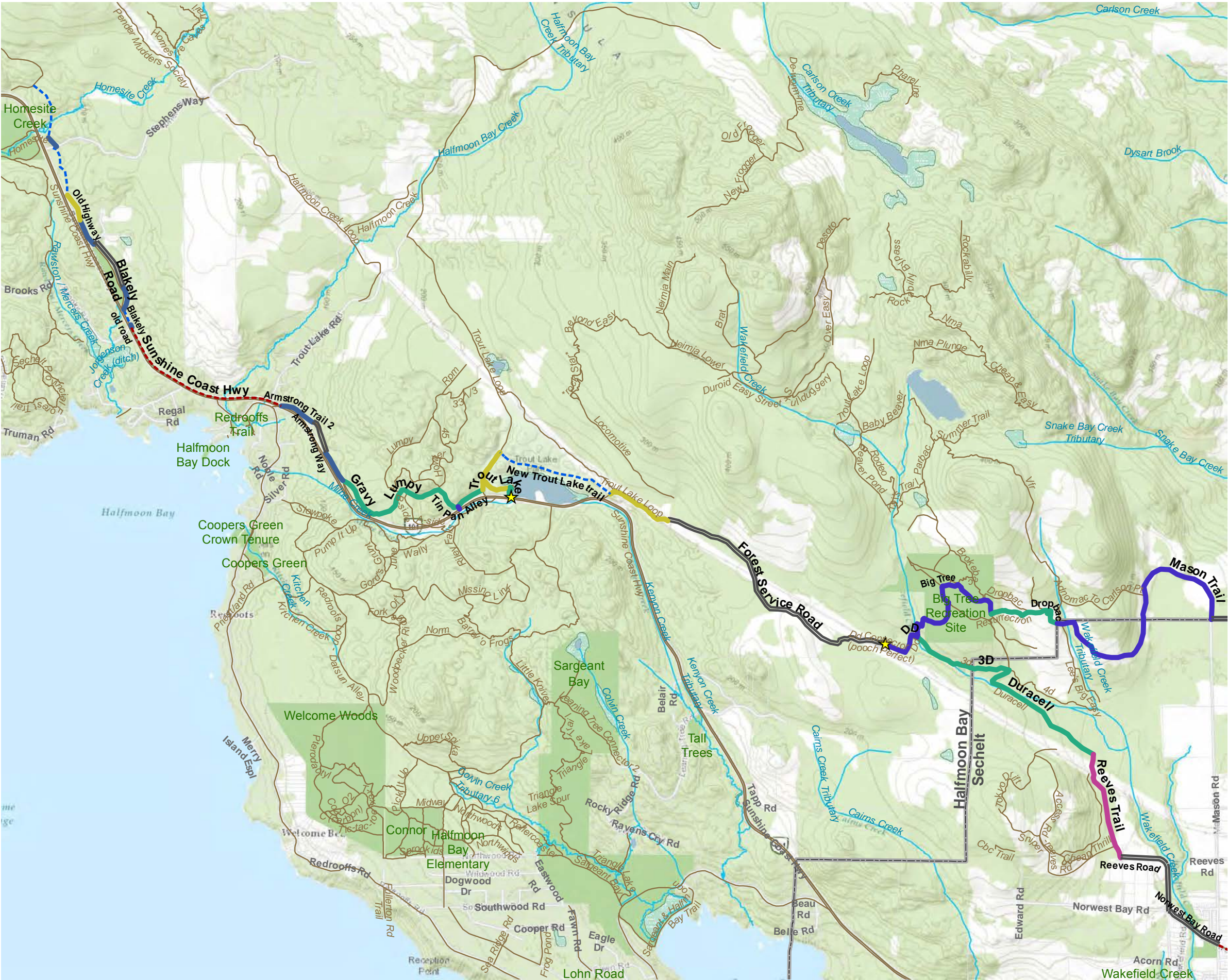
4.7 TRAIL TO LOCAL ROAD INTERFACE STANDARDS

The Suncoaster Trail crosses and makes use of local roads and Forest Service roads, and as a result will have a significant number of intersections between roads and trails. Trail and road intersections should provide visible signage that clearly identifies the trail entrance as well as the direction that trail users should follow when the trail makes use of a road.

- Safety: vegetation should be cleared for 5 metres from the road edge (or to a higher standard that is utilized by the local municipality or land authority) to ensure visibility from the trail.
- Wayfinding: signage of appropriate size for trail users to easily identify the trail entrance (see the Trail Signage and Branding section for additional recommendations on signage). Special considerations may be warranted where private driveways are close to a trail entrance to ensure users are properly oriented.
- Trail access: bollards could be installed to prevent motorized users from accessing new trail sections that are intended for non-motorized uses.



Figure 14. Suncoaster Trail to road intersection



Suncoaster Trail Design - Phase 2

Suncoaster Trail Standards

Existing Trails

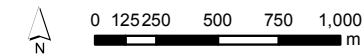
- Single Track Trail
- Double Track Trail
- Connector Trail
- Old Paved Road Trail
- District of Sechelt trail

Trails To Be Built

- New trail
- New Highway/Arterial/Collector trail

Other Alignment Types

- Local Road
- Trailheads
- Electoral areas
- Existing Trails
- Streams
- Lakes
- Wetlands
- Parks
- Parcels



Service Layer Credits: Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Figure 15. Halfmoon Bay – Trail Standards

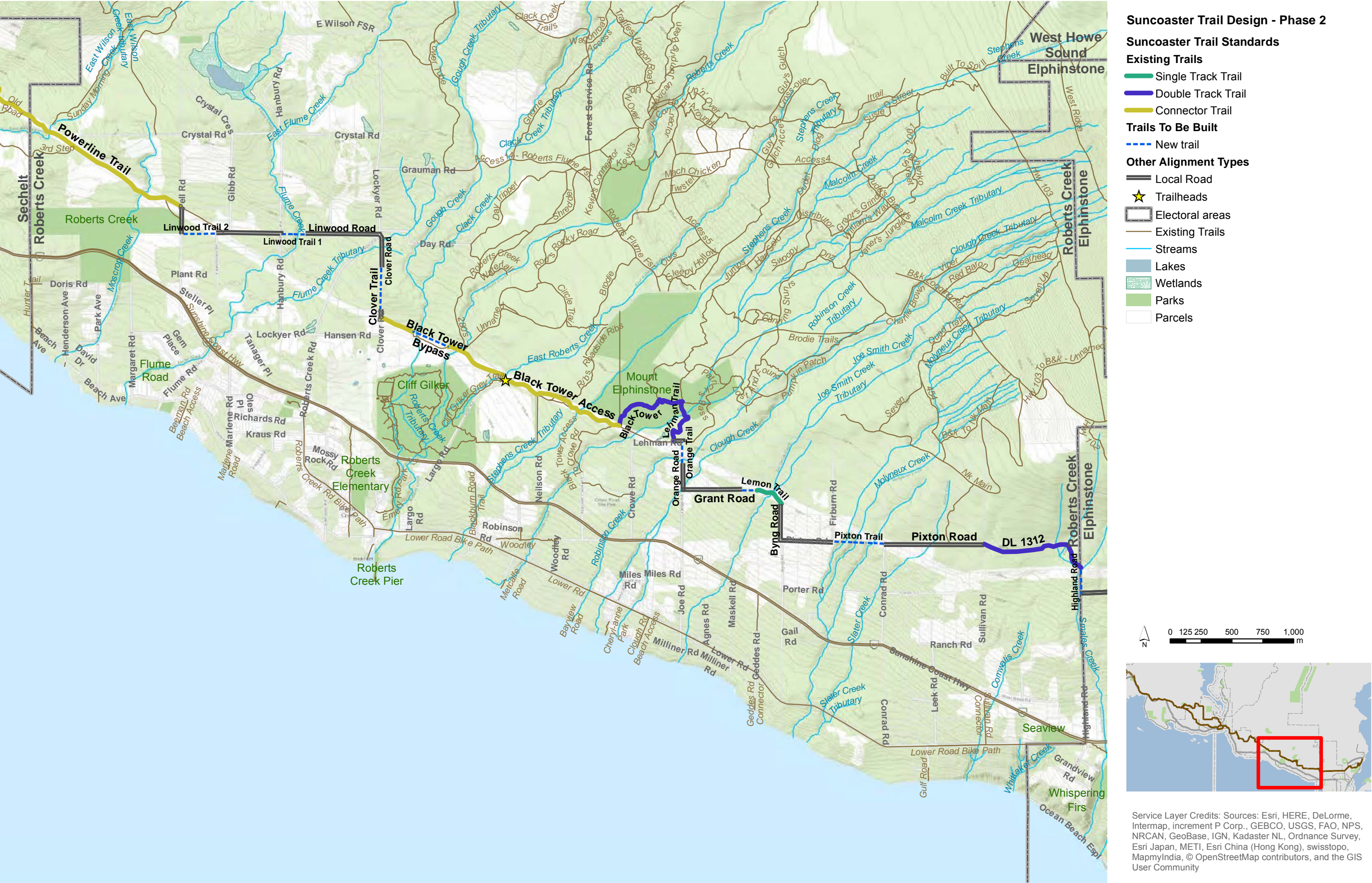
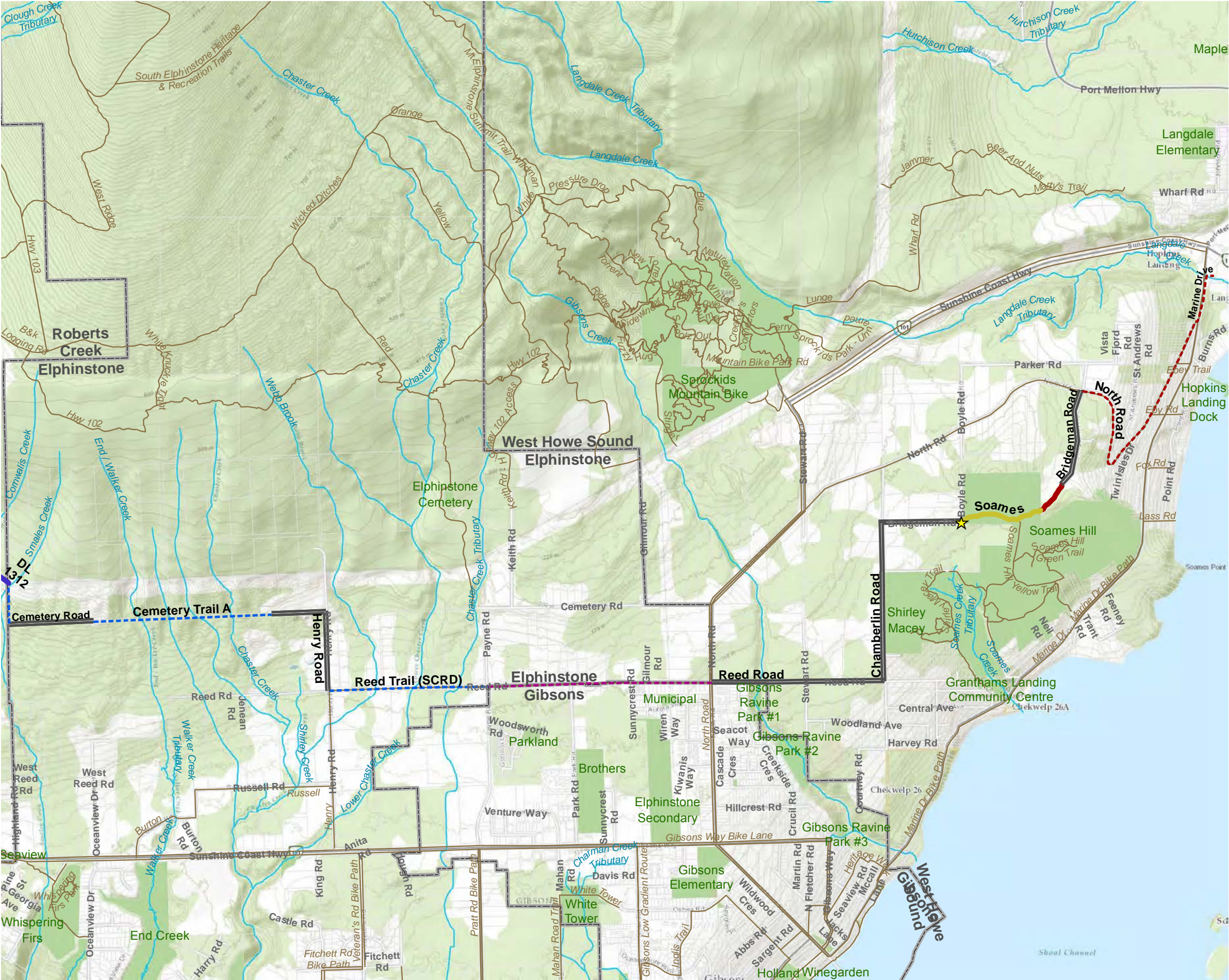


Figure 16. Roberts Creek – Trail Standards



Suncoaster Trail Design - Phase 2

Suncoaster Trail Standards

Existing Trails

- Double Track Trail
- Double Track Trail (gravel)
- Connector Trail

Trails To Be Built

- New trail
- New Highway/Arterial/Collector trail
- Planned Town of Gibsons trail

Other Alignment Types

- Local Road
- Trailheads
- Electoral areas
- Existing Trails
- Streams
- Lakes
- Wetlands
- Parks
- Parcels



Service Layer Credits: Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Figure 17. Elphinstone - West Howe Sound – Trail Standards

5 OPPORTUNITIES ALONG THE SUNCOASTER TRAIL

Along with the revision of the proposed Suncoaster Trail alignment and trail standards, this report identifies key trail access points, proposes community connector routes and identifies opportunities for natural, cultural and historical heritage interpretation. Trail access points indicate existing parking and locations. The maps included in the following pages identify the locations of features described in this section.

5.1 FEATURES FOR INTERPRETATION

A number of heritage features of interest could be highlighted with interpretation signage along the Suncoaster Trail. Heritage features were identified by the Sunshine Coast Museum and Archives and are highlighted on the Opportunities for Recreation and Access Maps (Figure 18 to Figure 20). There is an opportunity to partner with the museum and other community groups to develop heritage interpretation signage for the trail.

As part of project discussions, SCRD has invited shishálh and Skwx̓wú7mesh to identify opportunities to share heritage features.

The heritage features of interest identified by the Museum are described in more detail here:



- **Railroad Logging** - This is one of the first sites on the Sunshine Coast where trees were taken to the water front by railway, circa 1920. The mechanical advance to use rail cars to move logs meant that logging became more efficient and less dangerous.
- **Japanese Internment** - In 1913 the Konishi family emigrated from Japan to the Sunshine Coast. The family were successful farmers and in 1930 established a store in Selma Park. In 1942 they were given 24 hours to leave their home and community and were forcibly interned first in Hastings Park and later to the Interior of BC. The family never returned to the Sunshine Coast except to visit family gravesites.
- **Union Steamships** - In 1889, the Union Steamship Company of British Columbia Ltd. (USSCo) was formed to provide maritime transportation services for the benefit of the two or three thousand loggers, fishermen, farmers, and other residents of the Sunshine Coast. Its ships carried passengers, freight, and

mail to and from the Union Dock located at the foot of Carrall Street in the Gastown area of the newly incorporated city of Vancouver.

- **General Logging Heritage** - The first logging of the area was done by travelling loggers who would clear the land so that settlements could be built. Following the initial work, settlers went further inland and up hillsides to find the largest, most valuable stands of trees. Logging was able to advance as different technologies were used to move logs, from water 'flumes' down creeks, to steam powered carts, and eventually to railroads.
- **Cannery** - Howe Sound Cooperative Canning Association (1921 - 1955) The Cannery was started by local farmers when they saw they were unable to use all the fruit they were able to grow. They began canning the jam which was distributed by the W.H. Malkin Company in Vancouver. The cannery eventually closed after WWII when labour became too expensive to make the company profitable

- Finnish Settlers - In the early 20th century settlers came from Finland to flee the Czar and Russian rule. By 1920 there were, at one point, between 14-19 Finnish families constituting the largest ethnic group of settlers in the area. They came to the Sunshine Coast in order to be free of religious association and be self-sufficient through farming.

5.2 COMMUNITY CONNECTOR ROUTES

Community connectors were identified and propose linkages from the Suncoaster Trail to schools and commercial centres. Connectors make use of existing roads or trails, and could include signage to orient users to and from the Suncoaster Trail. They should adhere to similar objectives as the Suncoaster Trail, namely to provide a safe connection to communities and recreational trails.

- Halfmoon Bay - Redrooffs community: The proposed connector route crosses the highway at the north Redrooffs intersection and uses existing trails through Welcome Woods and Connor parks
- Roberts Creek: The proposed connector route travels through Cliff Gilker park and Largo Road west of Roberts Creek, and Roberts Creek Road east of the village
- Gibsons: The proposed connector route uses current and future corridors designated for cycling and walking by the Town of Gibsons.

5.3 TRAILHEADS

Trailheads are identified at existing parking locations along the alignment. They make use of existing parking facilities, and are located in the different communities along the trail to ensure access all along the trail. Recommendations for trailhead service hubs as proposed in the Sunshine Coast Trail Society's Trail Strategy were also considered in the choice of proposed trailheads for the Suncoaster Trail. The proposed trailheads for each electoral area as shown on the maps are:

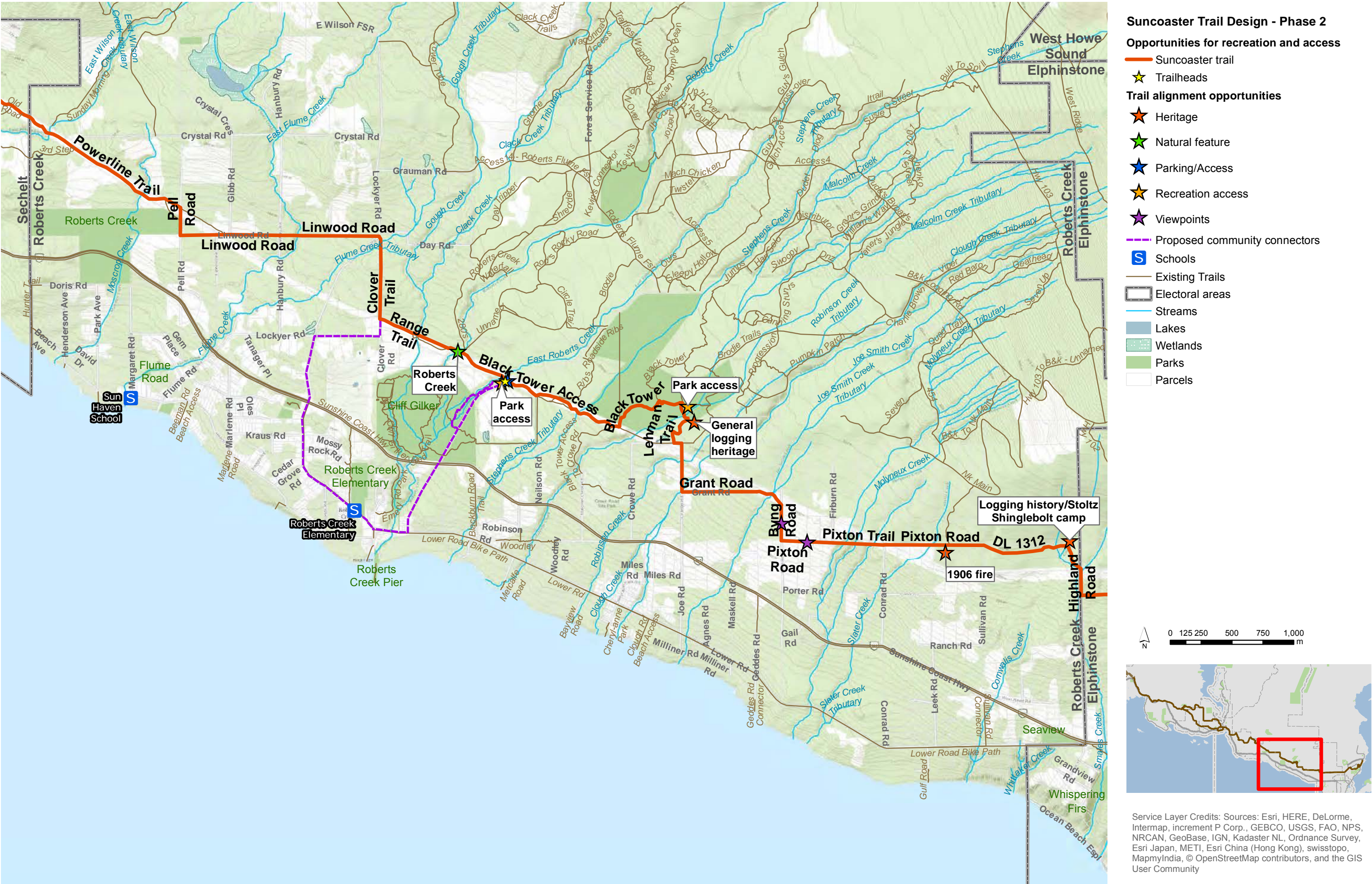
- Halfmoon Bay:
 - Trout Lake trailhead
 - Big Tree recreation site/Forest Service Road trailhead
- Roberts Creek: Black Tower Access trailhead
- West Howe Sound: Soames Hill trailhead

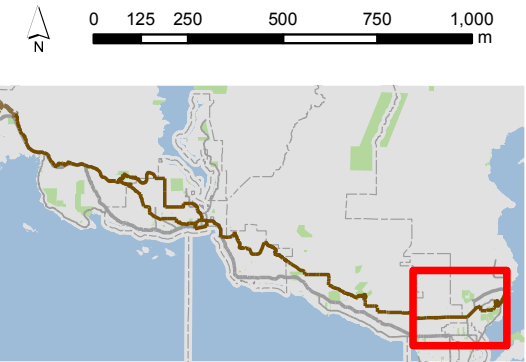
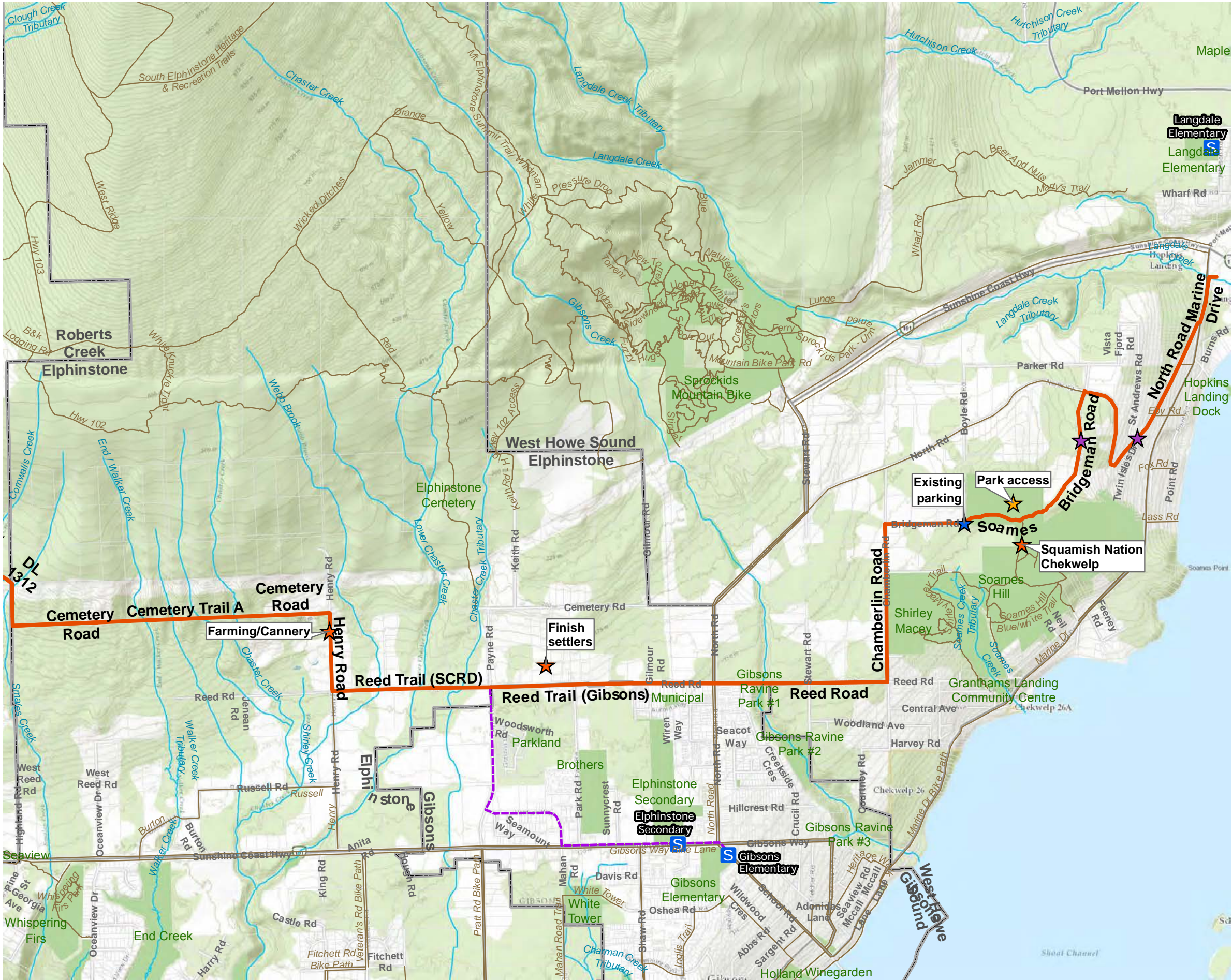
In addition to the trailheads proposed on the SCRD trail sections, the District of Sechelt has an existing kiosk for the Suncoaster Trail located at the Sechelt airport parking lot. Another trailhead location could be provided on the east side of the District of Sechelt.

Additional trailhead facilities could be developed by the SCRD in the future at locations that support trail design criteria. This includes making use of public land where possible, limiting the cost of construction and maintenance, and providing accessible facilities for users of various abilities. Trailhead facilities could be placed near the ferry, in Elphinstone and Halfmoon Bay to resemble the one in Egmont.



Figure 18. Halfmoon Bay – Trail Opportunities for Recreation and Access





Service Layer Credits: Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Figure 20. Elphinstone - West Howe Sound – Trail Opportunities for Recreation and Access

5.4 TRAIL SIGNAGE AND BRANDING

The Suncoaster Trail presents a great opportunity for signage that supports the branding of the trail and ensures efficient wayfinding for a trail accessible to a wide user group from ferry to ferry. One of the key elements to good branding and signage is to ensure consistency. Consistency provides confirmation for the trail user that they are on the right route and can enhance the experience of the trail. Given the already existing phase 1 section of the Suncoaster Trail that runs from Egmont to Halfmoon Bay, the SCR D could use this second phase to examine the consistency and effectiveness of their current wayfinding signage and information, and consider opportunities for improvement.



The logo from School District 46 provides an example of a logo that incorporates First Nations art.

TRAIL LOGO: One of the key elements to enhance the trail branding could be for the SCR D to create a trail specific logo that would be found on signage along the trail, in addition to or even instead of the SCR D logo. This logo would help trail users confirm that they are still on the Suncoaster Trail. The SCR D may want to consider a Suncoaster Trail logo that is created and designed in partnership with the shíshálh and/or Sk̓wx̓wú7mesh Nations.

SUNCOASTER SIGN GUIDELINES: The existing motif of the SCR D's park signage is 'rustic': unfinished cedar or painted wood with very simplified design. However, from sign type to sign type there is a lack of consistency in design - the kiosk wood frame is painted while some of the other trail signage is unfinished cedar.



The main trail head sign for the phase 1 of the trail is constructed out of unfinished cedar with a very simple font and design. This is a strong and simple brand, and can be continued throughout the trail in similar but varying styles. There are a number of ways that cedar can be used in wayfinding signage that complements the existing trail head signage while offering different ways to communicate wayfinding and other information, such as destination signage or site identification signs.



Figure 21. Examples of trail wayfinding signage

These images all provide variations on a theme that can be developed to match more closely the trail head signage. Rustic, accessible and clear signage can be located along the trail to ensure clear wayfinding as well as update the experience of the trail with a more contemporary feel, while still offering the more natural look.

To brand the experience of the Suncoaster Trail, a set of design guidelines could be created that outlines the same types of signs as are identified in the “2016 SCR D Sign Strategy”:

- Site Identification sign – used for naming parks, halls and major attractions.
- Destination signs – used for identifying beaches, trails and local attractions.
- Information signs – used for conveying park regulations.
- Directional signs – located along trails, intersections and turning points
- Interpretive signs – used to enhance visitor knowledge of unique features.

- Temporary signs – used to inform the public of temporary or new regulations.
- Maps – can be included in signs or stand alone as navigation information.

For each of these types of sign, a template can be created that is in unison with the trail head sign in design, typography, and construction, would require little maintenance, and would be designed to minimize potential vandalism (e.g. anti-graffiti coating). The following example offers another take on rustic signage with a contemporary feel.



Figure 22. Example of contemporary trail signage

APPENDIX 1 – BACKGROUND REVIEW

The policies reviewed for the Suncoaster trail design project include:

- Official Community Plans for all electoral areas, the Town of Gibsons and the District of Sechelt
- SCR D We Envision (2012)
- SCR D Parks and Recreation Master Plan (2014)
- SCR D Trail Network Plan (2007)
- SCR D Integrated Transportation Study (2011)
- shíshálh Nation Strategic Land Use Plan (2007)
- Sunshine Coast Trail Society - Sunshine Coast Trail Strategy (2014)

APPENDIX 2 – COSTING PLAN

SUNCOASTER TRAIL CONSTRUCTION COSTING PLAN

Report produced by Cabin Forestry Ltd., January 2019

The proposed Suncoaster Trail project includes upgrades to existing trails in varying conditions, use of roads and road right of ways, and construction of new sections of trail. This plan details the methodology and assumptions used to develop the costing and phasing for trail construction and upgrades to complete the Suncoaster trail, as well as general best practices for trail construction and design to inform the Sunshine Coast Regional District in the project's next steps. Some of the existing trail segments do not have any recommended upgrades at this time. For these segments, the existing trail or local road is proposed to be used as it. This costing plan provides estimates for segments to be upgraded or newly built (see Table 1 and the map provided in APPENDIX B – SEGMENTS MAP).

Table 1. Summary of trail building and upgrades

Type of segment	Trail construction (km)	Trail upgrade (km)	Total distance in electoral areas (km)
Trail – Existing	--	4.9	16.1
Trail – To be built	5.0	--	5.0
Highway/Arterial/Collector (trails to be built)*	3.9	--	3.9
Local road	--	--	12.0
Total	8.9	4.9	37.0

Note: Trail segments included in Costing Plan's construction costing exclude portions of the alignment that are located within the District of Sechelt and the Town of Gibsons.

COSTING METHODOLOGY

In order to determine a budget for each phase of this project, it was essential to determine the present condition of the existing sections, the ground conditions of the new sections, and the class and standard of trail that was proposed for each section.

Trail Construction Difficulty Criteria

Once the preferred trail locations were confirmed, field crews from Diamond Head conducted field assessments to collect information that included the terrain/topography, soil, presence of rock, forest type and riparian features along the proposed alignment. In addition, the present condition of existing trails was

documented to help inform recommendations for improvements. It must be noted that some generalizations had to be made by field crews when collecting ground sample data, due to the substantial lengths of proposed new alignments and limitations of subsurface sampling.

This information was then used as the set of criteria that determined the construction difficulty classification or rating for each section of new trail to be constructed or existing trail to be upgraded. The construction difficulty ratings are defined as easy, moderate, hard and extreme.

The trail class and standard for each section is defined in the Trail Standards section of this document. It was developed by SCRD staff and the Diamond Head project team. Some assumptions had to be made to set the cost per metre for trail construction, and these assumptions are described below.

It is assumed that machines (mini excavators and mini earth transporters or skid steers) will be used to build most of the new trails and upgrade most of the existing sections in need of improvements. Inherent in the trail construction costs are mobilization and de mobilization of equipment, as well as hourly costs for machines with skilled operators.

A cost per lineal metre was applied to each section of trail and this was multiplied by the length of each section of new and existing trail. The cost of new infrastructure, such as bridges and signs to be installed along each section was added to the trail construction costs to determine the overall budget for each section of trail. Assumptions for bridges and signage are provided below.

Assumptions for Trail Design Standards

Prior to determining the estimated construction costs, it was essential to confirm the type and standards for the Suncoaster Trail. Adding to the complexity of the budget process is the fact that the existing trails have a wide variety of standards, from 1m wide native material singletrack trail on provincial land tread to 4m wide paved old roads. Each may have different standards based on their respective land ownership.

Trails

Diamond Head staff documented the width and surface type for each existing section of trail. They also documented the condition of the trails and made recommendations for repairs. The width of any riparian feature that the trails crossed and whether a drainage structure (bridge or culvert) was in place or whether a new structure was required was also noted.

The following assumptions were made for the trail standards:

- For all new trail sections, a 1.5 m trail tread with native material was defined as the standard. The construction of these sections will follow the principles defined above and will allow for embedded obstacles up to 2.5 cm above the surface. The cleared right of way was assumed to be 2.5m, as per the standard defined in this plan.
 - All sections of trail that will be constructed within any Highway or Collector Right of Way are assumed to have a gravel surfaced tread that will be 1.5 m wide. To level the trail and ensure proper drainage, a subgrade constructed of 3" minus approved road base material will be used, along with drainage structures where required. It should be understood that the estimated costs presented for these trails are very generalized, since specific design standards have not been defined, nor the exact location within the R/Ws.
- All sections of existing singletrack trail will maintain a minimum 0.5m tread width.
- All sections of existing double track with a native surface will maintain a minimum tread width of 1.5m.
- All sections of existing double track with gravel surface will maintain a minimum 2.0 m tread width.
- All sections that follow forest service or resource/utility access roads will have a minimum 3.0m tread width.
- All sections that follow old paved local roads will have a minimum tread width of 3 - 5 m.
- The sections that utilize the shoulder of local roads will not have any alterations, and the tread width will vary depending upon the width of the biking lane/shoulder.

Bridges

The standard for pedestrian/bicycle bridges used to guide the budget is one that Cabin Forestry Services Ltd. has used for bridge projects for the Regional District of Central Okanagan and BC Parks. This standard could also be extended to the crossing over Roberts Creek that Diamond Head staff noted must accommodate All Terrain Vehicle traffic.

For spans of 1 - 5m, it assumed timber stringers and superstructure would be used. For spans greater than 5 m, a steel superstructure would be used. Appendix A illustrates the design for the steel superstructure bridges used to develop the costing. For all bridges, pre-cast concrete abutments with riprap armouring is proposed. However, the concrete abutment for the 1 - 5 m span bridges could use a simple pyramid block or concrete curbs/step riser design, as opposed to the lock blocks, sill plate and ballast wall that the larger bridges may require. The deck,

posts and rails on both types of bridges will be timber and can either be pressure treated or stained Douglas fir or western red cedar. The unit cost estimates reported in the costing table was based upon average material and construction costs as of the Fall of 2018. Actual costs may vary based upon future price changes.

Culverts

Where a culvert is proposed, it is assumed a plastic pipe of the appropriate diameter to accommodate 200-year flood event (Q200) flows will be installed. A qualified professional, such as a hydrologist, is required to calculate the Q200 flow. This cost is not considered in the culvert costing, as it is not possible to set a standard price for a qualified professional per culvert. It is recommended that the SCRD hire a qualified professional to assess the drainage and culvert needs for Phase 2 of Suncoaster Trail.

For the purposes of the construction costing in this plan, no estimates for culvert sizes and costs were applied for riparian features (streams or NCDs). None were identified because bridges or other types of drainage were more suitable. Culverts are subject to variance considering the results of a more thorough assessment.

It was beyond the scope of this planning process to determine where all of the drainage culverts (drain ditch flow) should be placed along new and existing sections of trail. This is typically part of the pre-construction design and is completed by the contractor constructing or upgrading the trail. A general assumption has been made that drainage culverts will be required, and the cost has been built into the general trail construction unit costs.

Additional drainage

Where drainage issues were identified that did not require a bridge or culvert, such as seepage from a cut slope pooling on the trail tread, french drains were used as a default drainage structure. These structures utilize a layer of drain rock with big-o small drain pipes installed at set intervals. Geofabric is placed on top of the drain rock, and a layer of finer textured trail surfacing material is then placed on top of the geofabric.

It is possible to use alternative drainage techniques, but this should be left to the contractor to decide as part of a design build process. The costs offered in this plan only offers guidance for the budget that may be available for the drainage feature.

Trail signage

Trail signage is included for all trail and road intersections. The cost for signs was estimated based on the specifications provided in the SCRD's draft Sign Strategy

(2016). Specifically, the Kiosk cost was based upon the construction detail provided for the Ministry of Tourism, Sports and Arts example. The costs for directional and information signs were considered to be similar and lumped together under Directional Signs in the budget table. The Site ID and Destination signs were considered to be for parks only and not within the scope of this plan, so these sign types are not included in the budget.

COSTING PLAN

See Table 2 for the detailed summary of estimated construction costs by segment. A description of the work to take place for each trail segment is provided in Table 3, and a map of the plan is included in Appendix B.

The project was separated into three segments based upon logical geographical sections of trails that could be completed in the same period, and an attempt to balance the costs per segment. Therefore, trail sections that were geographically linked were included in the same segment, regardless of whether the segments required new trails construction or upgrade to existing trails. This grouping is recommended so as to ensure that users experience the same quality of trails, though they may have different tread widths or surfacing. Following those segments would ensure that as new trails are built, no adjacent sections of existing trails are left in a state of disrepair or without the required wayfinding signage.

As noted above, the segments were also formed in an attempt to balance the work and budget between the three segments. The suggested segments are within a budget range that has been successfully used by local governments in B.C. with funding partners for trail construction projects in the past. Table 1 reflects the suggested segments. It is anticipated that the SCRD will adjust the number of segments and the sections within the segments based upon public consultation and local needs to best serve the community. Funding sources and the amount of money available in the SCRD budget will also drive the formation of segments and the construction schedule.

Table 2. Costing table by phase for trail construction and upgrade

SEGMENT 1 - EAST																
Item number	New Trail Section Name	Land administration	Descriptor	Length (m)	Construction Difficulty Rating	Estimated Costs (\$/lineal metre)	Number of Bridges	1- 5m Span Bridge(s) (lineal m)	1 -5 m Span Bridge Cost (\$/m)	> 5m Span Bridge(s) (lineal m)	>5m Span Bridge Cost (\$/m)	Kiosk Sign(s) (quantity)	Kiosk Sign Cost (each)	Directional Sign(s) (quantity)	Directional Sign Cost (each)	Total Cost
1.1	Pixton Trail	MOTI	Undeveloped road right-of-way	414	Hard	\$36.00	3	5	\$6,000.00	10	\$10,000.00	0	\$9,000.00	2	\$1,600.00	\$148,104.00
1.2	Highland Road	MOTI	Undeveloped road right-of-way	142	Moderate	\$30.00				0		0		1	\$1,600.00	\$5,860.00
1.3	Cemetery Trail 1	MOTI	Undeveloped road right-of-way	675	Hard	\$36.00	2	5	\$6,000.00	0		0		0		\$54,300
1.4	Cemetery Trail 2	MOTI	Undeveloped road right-of-way	235	Hard	\$36.00	2	4	\$6,000.00	0		0		0		\$32,460
1.5	Highland Road	MOTI	Undeveloped road right-of-way	72	Moderate	\$30.00				0		0		1	\$1,600.00	\$3,760.00
1.5A	Soames Hill Park Kiosk	--		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1	\$9,000.00	0		\$9,000.00
1.6	Marine Drive	MOTI	Roadside trail within right-of-way	275	Exceptional*	\$30.00										*\$8,250.00
1.7	North Road	MOTI	Roadside trail within right-of-way	1361	Exceptional*	\$30.00										*\$40,830.00
1.8	Reed Road	MOTI	Roadside trail within right-of-way	812	Exceptional*	\$30.00										*\$24 360.00
	Phase 1 New Trail Subtotal															\$326,294.00
	Existing Trail Section Name															
1.9	DL 1312	SCRD	Existing double track trail	933	Easy	\$11.00				0		0		1	\$1,600.00	\$11,863.00
1.10	Lemon Trail	BC Hydro	Existing single track trail	248	Easy	\$11.00	1	2	\$6,000.00	0		0		1	\$1,600.00	\$16,328.00
	Phase 1 Existing Trail Subtotal															\$28,191.00
	Phase 1 Total															\$355,115.00

*Exceptional costs that are not considered in the "Estimated Cost" per metre include the relocation of powerlines/poles and any construction costs associated with crossing driveways, or adding drainages structures at driveways. These exceptional costs will have to be calculated with the assistance of the applicable utility company and on a site by site basis with homeowners for each driveway.

SEGMENT 2 - CENTRAL

Item number	New Trail Section Name	Land administration	Descriptor	Length (m)	Construction Difficulty Rating	Estimated Costs (\$/lineal metre)	Number of Bridges	1- 5m Span Bridge(s) (lineal m)	1 -5 m Span Bridge Cost (\$/m)	> 5m Span Bridge(s) (lineal m)	>5m Span Bridge Cost (\$/m)	Kiosk Sign(s) (quantity)	Kiosk Sign Cost (each)	Directional Sign(s) (quantity)	Directional Sign Cost (each)	Total Cost
2.1	Orange Trail	MOTI	Undeveloped road right-of-way	171	Moderate	\$30.00				0		0		1	\$1,600.00	\$6,730.00
2.2	Linwood Trail 2	MOTI	Undeveloped road right-of-way	288	Moderate	\$30.00				0		0		2	\$1,600.00	\$11,840.00
2.3	Linwood Trail 1	MOTI	Undeveloped road right-of-way	203	Hard	\$36.00	1	3	\$6,000.00	0		0		1	\$1,600.00	\$26,908.00
2.4	Grant Road	MOTI	Undeveloped road right-of-way	120	Moderate	\$30.00				0		0		0		\$3,600.00
2.5	Clover Trail	MOTI	Undeveloped road right-of-way	337	Extreme	\$48.00				0		0		1	\$1,600.00	\$17,776.00
2.6	Black Tower Access bypass	SCRD	New trail segment on powerline edge	318	Moderate	\$30.00	1			15	\$10,000.00			2	\$1,600.00	\$162,740.00
	Phase 2 New Trail Subtotal															\$229,594.00
	Existing Trail Section Name															
2.7	Lehman Trail	Crown	Existing double track trail	12	Hard	\$250.00						0		1	\$1,600.00	\$4,600.00
2.8	Black Tower Access	BC Hydro	Existing connector trail	574	Easy	\$11.00	1	5	\$10,000.00	0		1	\$9,000.00	2	\$1,600.00	\$68,514.00
2.9	Range Trail	SCRD	Existing connector trail	286	Easy	\$11.00				0		0		1	\$1,600.00	\$4,746.00
2.10	Powerline Trail**	Island Timberland	Existing connector trail	248	Moderate	\$18.00	3	5	\$6,000.00	17	\$10,000.00	0		2	\$1,600.00	\$207,664.00
2.10a	Powerline Trail bypass**	Island Timberland	New trail segment	93	Hard	\$36.00	1	5	\$6,000.00					2	\$1,600.00	\$36 548.00
2.11	Chapman Trail	District of Sechelt	Existing connector trail	1122	Moderate	\$18.00				0		0		0		\$20,196.00
	Phase 2 Existing Trail Subtotal															\$134,604.00
	Phase 2 Total															\$364,198.00

**Options 2.10 and 2.10a are alternative alignments; the totals for this section only include option 2.10a, which is the option recommended by the consulting team.

SEGMENT 3 - WEST

Item number	New Trail Section Name	Land administration	Descriptor	Length (m)	Construction Difficulty Rating	Estimated Costs (\$/lineal metre)	Number of Bridges	1- 5m Span Bridge(s) (lineal m)	1 -5 m Span Bridge Cost (\$/m)	> 5m Span Bridge(s) (lineal m)	>5m Span Bridge Cost (\$/m)	Kiosk Sign(s) (quantity)	Kiosk Sign Cost (each)	Directional Sign(s) (quantity)	Directional Sign Cost (each)	Total Cost
3.1	Old Highway 1	Crown	Crown land	472	Hard	\$36.00	1			9	\$8,000.00	0		1	\$1,600.00	\$90,592.00
3.2	Blakely connection 1	MOTI	Highway right-of-way	67	Easy	\$24.00				0		0		0		\$1,608.00
3.3	Blakely connection 2	MOTI	Highway right-of-way	67	Hard	\$36.00				0		0		1	\$1,600.00	\$4,012.00
3.3	Old Highway 2	Crown	Crown land	418	Extreme	\$48.00				0		0		0		\$20,064.00
3.5	Sunshine Coast Hwy	MOTI	Highway right-of-way	1438	Moderate	\$30.00	1	4	\$6,000.00	0		0		1	\$1,600.00	\$68 740.
3.5A	Trout Lake and Big Tree Rec Site Kiosks	--	--	N/A	N/A	N/A	N/A			N/A	N/A	2	\$9,000.00	0		\$18,000.00
3.6	Trout Lake North	Crown	Crown land	958	Moderate	\$30.00	1	2	\$6,000.00					2	\$1,600.00	\$43,940.00
	Phase 3 New Trail Subtotal															\$246,956.00
	Existing Trail Section Name															
3.7	Dropbac	Crown	Existing single track trail	685	Moderate	\$18.00				0		0		3	\$1,600.00	\$17,130.00
3.8	Tin Pan Alley	Crown	Existing single track trail	0	Bridge Only		1	2	\$6,000.00	0		0		1	\$1,600.00	\$13,600.00
3.9	Armstrong Trail	Crown	Existing old paved road	545	Easy	\$11.00				0		0		1	\$1,600.00	\$7,595.00
3.10	Blakely Trail	SCRD	Existing old paved road	217	Easy	\$11.00				0		0		1	\$1,600.00	\$3,987.00
3.11	Old Highway	Crown	Existing old paved road	316	Easy	\$11.00				0		0		1	\$1,600.00	\$5,076.00
	Phase 3 Existing Trail Subtotal															\$47,388.00
	Phase 3 Total															\$294,344.00
	Total Project Costs															\$ 1,013,657.00

Trail improvements and maintenance plan

The following table includes more detailed information about the work to take place for each trail section as per the costing table.

Table 3. Description of the work required for each costing item

Item	Work required	Description
SEGMENT 1		
1.1	New trail building	Considered hard construction with machines and clearing right of way in a dense young coniferous forest.
1.2	New trail building	Considered moderate construction with machines and clearing right of way in a moderately brushy area. This is the section of Highland Road with steeper grade.
1.3	New trail building	Considered hard construction with machines and clearing right of way in dense salal.
1.4	New trail building	Considered hard construction with machines and clearing right of way in areas of dense salal and vaccinium.
1.5	New trail building	Considered moderate construction with machines and clearing right of way.
1.5A	Install a new kiosk	A new kiosk is proposed for Soames Hill Park.
1.6	New trail building	A new trail is proposed within the road right of way. Narrow space between the existing road and property line as well as potential barriers such as power poles, driveways or potential creek crossings to be considered. The unit costs in the table do not include the costs for relocating powerlines/poles, or crossing driveways. These costs are considered to be exceptional and would have to be calculated with the utility company and applicable homeowners.
1.7	New trail building	A new trail is proposed within the road right of way. Narrow space between the existing road and property line as well as potential barriers such as power poles, driveways or potential creek crossings to be considered. The unit costs in the table do not include the costs for relocating powerlines/poles, or crossing driveways. These costs are considered to be exceptional and would have to be calculated with the utility company and applicable homeowners
1.8	New trail building	A new trail is proposed along Reed Road. This costing assumes that the trail would follow the south side of the road. If the trail was to be built on the north side of the road, the relocation of the ditch and powerlines would likely be required and drive the costs up significantly. The unit costs in the table do not include the costs for relocating powerlines/poles, or crossing driveways. These costs are considered to be exceptional and would have to be calculated with the utility company and applicable homeowners
1.9	Trail upgrade	Considered easy upgrade construction to repair an eroded trail tread.

Item	Work required	Description
1.10	Trail upgrade	Considered easy upgrade construction to repair a rutted trail.
SEGMENT 2		
2.1	New trail building	Considered moderate construction with machines and clearing right of way in very dense brush with some steep slopes.
2.2	New trail building	Considered moderate construction with machines and clearing right of way in areas with heavy brush.
2.3	New trail building	Considered hard construction with machines and clearing right of way.
2.4	New trail building	Considered moderate construction with machines and clearing right of way in areas with very dense brush.
2.5	New trail building	Considered extreme construction with machines and clearing right of way.
2.6	New trail building	Considered moderate construction with machines and clearing right of way. A large engineered bridge will be required to cross Clack Creek.
2.7	Trail upgrade	Considered hard upgrade construction to address drainage issues, which will require the installation of French drains.
2.8	Trail upgrade	Considered easy upgrade construction to repair a rutted BC Hydro access road.
2.9	Trail upgrade	Considered easy upgrade construction to repair a rutted BC Hydro access road.
2.10	Trail upgrade	Considered moderate upgrade construction to repair a deeply rutted main trail. There is also a section with exposed bedrock that may need rock work. A significant bridge will be required to cross Wilson Creek. This trail is located on Island Timberland's property and will require their permission ahead of any work taking place.
2.10a	New trail building	This bypass alternative to 2.9 (Powerline Trail) would require new trail building through the forest. A small bridge would be required to cross Wilson Creek at the location. This trail is located on Island Timberland's property and will require their permission ahead of any work taking place.
2.11	Trail upgrade	Considered moderate upgrade construction to possibly add a reroute with switchbacks to avoid an existing section with steep grades, loose soil and cobbles on the tread surface.
SEGMENT 3		
3.1	New trail building	Considered hard construction with machines over rocky terrain, and clearing right of way in a very dense forest.
3.2	New trail building	Considered easy construction with machines in soils with sand and some rock, as well as clearing right of way.
3.3	New trail building	Considered hard construction with machines over rocky terrain with little soil over bedrock. There are some cliffs and access may be

Item	Work required	Description
		difficult.
3.4	New trail building	Considered extreme construction with mossy boulders and a wetland noted along the alignment. It may not be possible to build with machines everywhere in this section. Where there are saturated soils, it may be necessary to build boardwalks or use french drains.
3.5	New trail building	Considered moderate construction with machines and clearing right of way along the shoulder (within Right of Way) of the Sunshine Coast Highway. One bridge will be required to cross Halfmoon Bay Creek.
3.5A	Install a new kiosk	A new kiosk is proposed for Trout Lake and another kiosk for Big Tree Rec site.
3.6	New trail building	Considered moderate construction with a small bridge.
3.7	Trail upgrade	Considered moderate upgrade construction to possibly add a reroute with switchbacks to avoid an existing section with steep grades.
3.8	Trail upgrade	There is only a bridge to install on this section.
3.9	Trail upgrade	Considered easy upgrade construction that involves brushing the 2.5m or larger right of way along the existing section of old asphalt road. This section may also need culverts.
3.10	Trail upgrade	Considered easy upgrade construction that involves brushing the 2.5m or larger right of way along the existing section of old asphalt road. This section may also need culverts.
3.11	Trail upgrade	Considered easy upgrade construction that involves brushing the 2.5m or larger right of way along the existing section of old asphalt road. This section may also need culverts.

TRAIL CONSTRUCTION BEST PRACTICES

The documents listed in Figure 1 were used to guide the best practices for trail construction on both new and existing sections. These documents are useful for many aspects of trail design and construction, but do not cover drainage and forest hydrology sufficiently, nor do they address terrain stability or archaeological features and the cost of permits and/or authorizations required by land administrators. It is recommended that when planning and developing this significant trail system, specialists such as geotechnical engineers, hydrologists, and archaeologists should be consulted as necessary. This is especially true for trails planned on steeper slopes, or near significant riparian features. The cost for specialists was not included in the budget as there are too many uncertainties as to where and when they would be required.

- International Mountain Bicycling Association's (IMBA) guidebook, 'Managing Mountain Biking 2007.'
- IMBA Trail Solutions
- Whistler Trail Standards: Environmental and
- Technical Trail Features
- BC Ministry of Forests Recreation Manual Chapter 10: Recreation Trail Management

Figure 1. List of best practices documents referenced for trail construction

DESIGN AND CONSTRUCTION BEST PRACTICES

As noted in Chapter 10 of the BC Ministry of Forests Recreation Manual, the three golden rules of trail maintenance are drainage, drainage and drainage. The best way to prevent water from eroding the trail tread or pooling is through good drainage design. This involves using the following best practices:

- Outsloping the trail tread at 1-5% (outsloping is a sustainable design principle but can fail over time due to compaction in the centre of the trail tread (cupping), therefore grading the trail tread is necessary to maintain outsloping as part of a maintenance regime)
- Grade reversals and rolling grade dips
- Culverts
- Drainage ditches

When placing these drainage features it may be obvious where they should go, such as where a trail crosses a stream or other non-classified drainage. However, most of the drainage issues arise where the trail grade changes, where the trail is steep and sustained, or where the trail crosses a draw or receiving site that does not carry surface water.

In these situations, experienced trail builders that are well versed in forest hydrology should mark where the drainage features should be placed, whether on an existing or proposed trail. The IMBA Trail Solutions guidelines and Chapter 10 of the BC Ministry of Forests Recreation Manual have some good guidelines.



Figure 2. Example of good culvert installation

Good culvert installation (see Figure 2) should follow the general rule for the minimum depth of soil covering the top of the culvert. The depth ranges from half the diameter of the culvert to one and a half the diameter, depending upon whether the trail will be constructed with machines or by hand. The inlet and outlet should be armoured with rock to prevent erosion. For culverts draining ditch flow, a check dam should be placed at the downhill side of the culvert in the ditch, and the culvert should be angled slightly downhill across the trail, so that the outlet is slightly farther down the trail than the inlet.

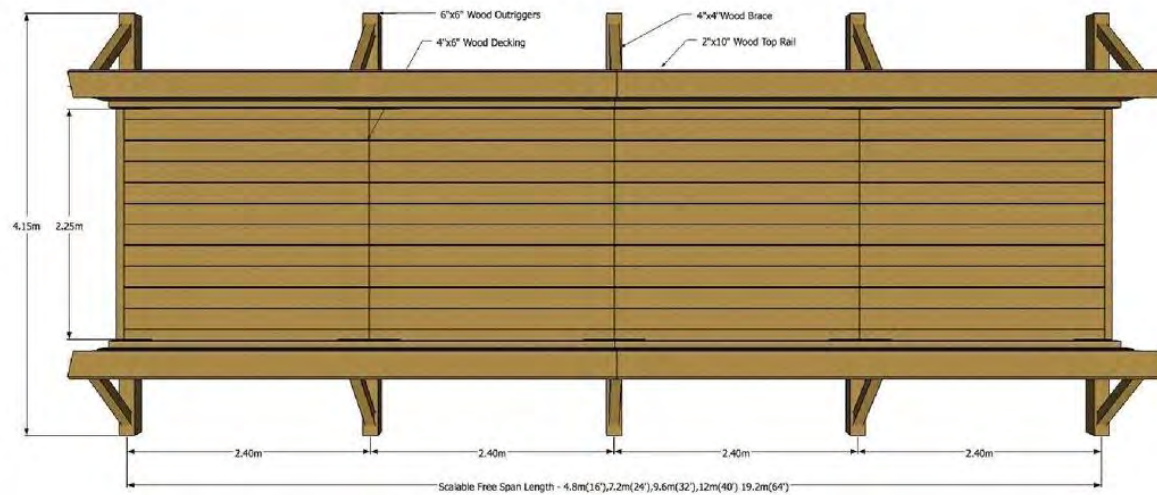
On new re-routes to revise old fall line trails, or for new trail development, try to use the general rule of maintaining a sustained grade at no more than half of the side slope. For instance, a maximum sustained trail grade should be no more than 20% when crossing a 40% slope. In general, trail grades should not exceed 20% as they become eroded when they become too steep and are also hazardous for users.

Pay attention to hazards in the fall zone along all trails. This includes ends of logs, tree branches, exposure on rock rolls or slabs, boulders, and stubs of cut trees or shrubs. There will always be some practical limits to what can be removed, but an effort should be made to remove these during construction and clearing of the right of way.

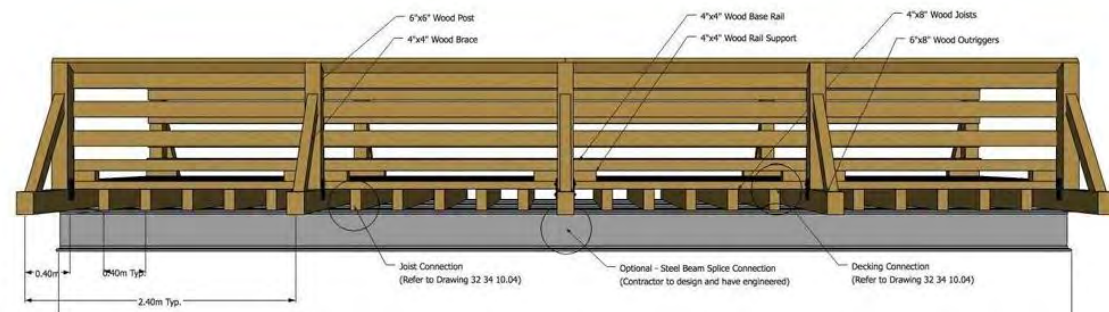
Avoid building trails within the riparian management area of a classified stream or wetland, where practical. The exception is where a trail must cross a stream, which should be done perpendicular to the stream channel. The trail should not follow parallel to the stream channel for any significant length. This will help minimize the risk of sediment from the trail entering the stream or wetland and will also protect sensitive riparian habitat.

APPENDIX A – EXAMPLE OF A PEDESTRIAN/BICYCLE/ATV STEEL SUPERSTRUCTURE BRIDGE

SUPPLEMENTARY DETAIL DRAWINGS



SCALABLE FREE SPAN BRIDGE PLAN – 3D VIEW



APPENDIX B – SEGMENTS MAP

Segment 1 - East					
Item#	Section Name	Notes	Interest	Construction Difficulty	Length(m)
1.1	Pixton Trail		To be built	Hard	414
1.2	Highland Road	Includes steep sections	To be built	Moderate	142
1.3	Cemetery Trail 1		To be built	Hard	675
1.4	Cemetery Trail 2		To be built	Hard	235
1.5	Highland Road	Not steep	To be built	Moderate	72
1.5A	Soames Hill Park Kiosk		Kiosk Sign	Kiosk Sign	0
1.6	Marine Drive		To be built	Exceptional	275
1.7	North Road		To be built	Exceptional	1361
1.8	Reed Road		To be built	Exceptional	812
1.9	DL 1312		To be upgraded	Moderate	933
1.10	Lemon Trail		To be upgraded	Easy	248
Segment 2 - Central					
Item#	Section Name	Notes	Interest	Construction Difficulty	Length(m)
2.1	Orange Trail		To be built	Moderate	171
2.2	Linwood Trail 2		To be built	Moderate	288
2.3	Linwood Trail 1		To be built	Hard	203
2.4	Grant Road		To be built	Moderate	120
2.5	Clover Trail		To be built	Extreme	337
2.6	Black Tower Access Bypass		To be built	Moderate	318
2.7	Lehman Trail	Drainage	Drainage	Hard	12
2.8	Black Tower Access		To be upgraded	Easy	574
2.9	Range Trail		To be upgraded	Easy	286
2.10	Powerline Trail	Non-preferred	To be upgraded	Moderate	248
2.10a	Powerline Trail Bypass	Preferred option	Bypass option	Hard	93
2.11	Chapman Trail		To be upgraded	Easy	1122
Segment 3 - West					
Item#	Section Name	Notes	Interest	Construction Difficulty	Length(m)
3.1	Old Highway 1		To be built	Hard	472
3.2	Blakely connection 1		To be built	Easy	67
3.3	Blakely connection 2		To be built	Hard	67
3.4	Old Highway 2		To be built	Extreme	418
3.5	Sunshine Coast Hwy		To be built	Moderate	1438
3.5A	Trout Lake and Big Tree Rec Site Kiosks		Kiosk Sign	N/A	0
3.6	Trout Lake North		To be built	Moderate	958
3.7	Dropbac		To be upgraded	Moderate	685
3.8	Tin Pan Alley		Bridge only	N/A	466
3.9	Armstrong Trail		To be upgraded	Easy	545
3.10	Blakely Trail	includes hwy connect	To be upgraded	Easy	217
3.11	Old Highway	Two sections	To be upgraded	Easy	316

Suncoaster Trail - Construction Phases, Construction Difficulty and Trail Requirements

Legend

Suncoaster Difficulty Designations

To be upgraded - Moderate

To be built - Easy

To be built - Moderate

To be built - Hard

To be built - Extreme

No Requirements

To be upgraded - Easy

Suncoaster Phase Designations

Phase 1

Phase 2

Phase 3

Bridges and Drainages

Bridge - Existing, Replacement required

Bridge - Existing, Upgrade Required

Bridge - Construction Required

Drainage - Upgrade/Construction Required

Trailheads/Kiosks

Trail/Tail Intersections

Trail/Road Intersections

Suncoaster Rejected Sections

Other Trails

All Other Roads

Highway

Beach Access Points

SCRD boundary

TRIM Contours

Major

Minor

Wetlands

Lakes

Parks

TRIM Slope

0 - 10%

10-20%

20-30%

30-35%

35-40%

40-45%

45-50%

50-55%

55-60%

60-65%

65-70%

70%+

DIAMOND HEAD

Cabin Forestry

Local Government Name: Sunshine Coast
Operational Consultant: Cabin Forestry
GIS Consultant: Cabin Forestry
Created On: 24/2019

Co-ordinate system: NAD 83 UTM Zone 10
Data sources: Data BC, Bing
DiamondHead Consulting

02,3504,7009,40014,10018,800

158

Meters

Coordinate System: NAD 1983 UTM Zone 10N



3559 Commercial Street
Vancouver, BC V5B 4E8

T: 604.733.4886

F: 604.733.4879



www.diamondheadconsulting.com

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – March 14, 2019

AUTHOR: Julie Clark, Planner

SUBJECT: PUBLIC PARTICIPATION PHASE 2 SUNCOASTER TRAIL DESIGN

RECOMMENDATION(S)

THAT the report titled Public Participation Phase 2 Suncoaster Trail Design be received.

BACKGROUND

The vision for the Suncoaster Trail is to provide a ferry-to-ferry connection from Earls Cove to Langdale. The first phase, completed in 2010, connected Earls Cove to Secret Cove with 37 kilometres of multi-use trails and forest service roads. The second phase is intended to develop a trail from Secret Cove to Langdale, over approximately 61km.

Design of Phase 2 of the Suncoaster Trail began with community consultations undertaken in coordination with member municipalities in late 2016 and early 2017. Trail design principles were prepared, tested and confirmed:

- Use existing trails and pathways wherever possible
- Design an inclusive, accessible trail
- Grades will be less than 10% wherever possible
- Make use of public property wherever possible
- Existing trail uses will be maintained
- Include points of natural, cultural and historic value
- Provide options for hiking and biking
- Pass through urban and rural centres and provide access to existing services

Feedback from the 2017 community consultations led to a preliminary trail vision of connecting communities with a low elevation route, creating opportunities and reducing barriers for active transportation and outdoor recreation.

In late 2017, SCRD, working together with District of Sechelt, Town of Gibsons and in coordination with shíshálh Nation, received a grant from BC Association for Healthy Living Society to develop the route alignment to a trail concept design. SCRD hired Diamond Head Consulting to gather field data and prepare a concept design for the proposed Phase 2 route.

Diamond Head's work also included support for the SCRD-led public participation process to gather feedback about the route, design features and standards.

The purpose of this report is to provide a summary of feedback gathered through the public participation process.

DISCUSSION

In alignment with SCRD's Public Participation Framework, there were opportunities during late 2016, 2017 and throughout 2018 for the community to provide feedback on the route alignment of the proposed Phase 2 of the Suncoaster Trail.

Interested citizens, trail groups, active transportation groups, community service organizations and land managers were invited to participate in public open houses and small focus group meetings. Some shared additional written feedback.

Following SCRD's established public participation practices, a summary of feedback is provided in the Phase 2 Suncoaster Trail Design Public Participation Report. This report is provided for the Committee's information (Attachment A). Staff's technical analysis and recommendations will follow in a separate report.

Organizational Implications

This project is supported by both an internal and external cross-functional team approach. In parallel with the development of the Phase 2 Concept Design, staff shared input received and held focused technical sessions to map opportunities and needs. There is opportunity for further discussion with residents, interested community groups, land managers and other stakeholders.

Information was shared and exchanged with staff from shíshálh and Skwxwú7mesh Nation, District of Sechelt and Town of Gibsons. District of Sechelt staff also participated in the public open house, and focus groups.

Timeline for next steps or estimated completion date

The Phase 2 Suncoaster Trail Concept Design prepared by Diamond Head Consulting will be presented to the committee in Q2 2019. A capital funding plan for trail construction has not been developed.

Communications Strategy

A communications strategy was in place for the public participation in 2017 and 2018. Newspaper, web and social media notifications ensured community awareness of this project and events were well attended.

STRATEGIC PLAN AND RELATED POLICIES

The Phase 2 Suncoaster Trail Design project supports strategic priorities to Facilitate Community Development, Support Sustainable Economic Development, and Embed Environmental Leadership.

CONCLUSION

Following SCRD's public participation practices, a Public Participation Report is provided for the Committee's information.

A technical report including the Concept Design is planned to be brought to a Committee in Q2 2019.

Attachment:

Attachment A: Phase 2 Suncoaster Trail: Public Participation Report

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

Sunshine Coast Regional District

Phase 2 Suncoaster Trail Design

Public Participation Report

Report to the Planning and Community Development Committee

March 14, 2019

J. Clark, Planner – Sunshine Coast Regional District

Phase 2 Suncoaster Trail Design

Sunshine Coast, British Columbia

Report Date: March 14, 2019



SUNSHINE COAST REGIONAL DISTRICT

PUBLIC PARTICIPATION REPORT

Phase 2 Suncoaster Trail Design

Sunshine Coast, British Columbia

March, 2019

Public Consultation Summary Report

The purpose of this report is to present a summary of the comments received during the public participation process for Phase 2 of the Suncoaster Trail design.

Background

During the public participation process many perspectives were shared about the vision for the trail, and the vision for specific trail segments. Feedback was shared by the community about current trail uses and concerns about future uses. In addition, local knowledge about existing trails and suggested technical improvements were shared. This report presents a summary of feedback from the public process, across all methods of gathering feedback. Reoccurring interests and feedback are summarized below.

The proposed trail alignment for Phase 2 of Suncoaster travels through multiple jurisdictions of responsibility for planning, design and regulation. As such, the feedback gathered is relevant to multiple organizations. The public participation process was designed and delivered in a coordinated, collaborative approach, with the goal of creating one process for the community to participate in, and share the results across multiple jurisdictions. District of Sechelt staff participated in design and delivery of open house and some focus groups to inform trail design and planning through the District of Sechelt. shíshálh and Sk̓wxwú7mesh Nation staff were invited to participate and were each unable to participate in events. Information sharing continues with both Nations and staff discussions are proposed to follow each Nation's review of the concept design.

A summary of the public participation process for Phase 2 of Suncoast Trail Design is below with reference to the SCRD's Spectrum of Public Participation.

Phase 2 Suncoaster Trail Design

Sunshine Coast, British Columbia

Report Date: March 14, 2019



Overview of Suncoaster Phase 2 Public Participation

2016 & 2017

Early Review (*inform, gather information, discuss*)

Goal: Gather feedback from community regarding initial route alignment and trail design principles. Cross functional review by SCRD Departments.

- Referrals to Advisory Planning Commissions
- Discussions with trail groups
- Public Open Houses:
 - February 27, 2017, Roberts Creek Community Hall
 - March 1, 2017 Seaside Centre, Sechelt

Approximately 75 people participated in 2 open houses in 2017.

2018

Focus Groups, Public Open House (*inform, gather information, discuss, engage*)

Goal: Present updated route alignment, gather specific feedback from current and potential user groups to further refine alignment before completing concept design

- Focus group conversations with
 - trail user groups – Sunshine Coast Trail Society Board members and individual organizations: ATV Club, Sunshine Coast Dirt Bike Association, Sunshine Coast Search and Rescue, Sunshine Coast United Mountain Bikers (SCUMB), BC Bike Race, Monday and Wednesday Hiking Group, Halfmoon Bay Citizens Association, Halfmoon Bay Greenways, Friends of Mount Elphinstone, Sunshine Coast 101 Trials (motorized users)

Phase 2 Suncoaster Trail Design

Sunshine Coast, British Columbia

Report Date: March 14, 2019

- Transportation Choices (TRAC) board members
- staff from Town of Gibsons, District of Sechelt, BC Hydro, Ministry of Transportation and Infrastructure (MOTI), Ministry of Forests Lands Natural Resource Operations and Rural Development (FLNRORD)
- Information sharing and pending conversations with shíshálh and Skwxwú7mesh Nations
- Information sharing and discussion with steering committee for Active and Safe Routes to School project in Gibsons
- Public Open House November 14, 2018, Gibsons and Area Community Centre
- A Frequently Asked Questions (Appendix C) was developed for the website and printed hand out during public participation process.

A total of 94 people participated in the 2018 process which included the open house, focus groups and email submissions.



Overview of Results

The themes outlined below summarize the reoccurring feedback received to-date through the public participation process. The feedback is organized into several categories: general feedback about the trail alignment, feedback about the West segment (Halfmoon Bay and West Sechelt), the Central (Sechelt and west Roberts Creek) and the East (east Roberts Creek, Elphinstone, Gibsons, West Howe Sound).

Trail Alignment: Overall Feedback

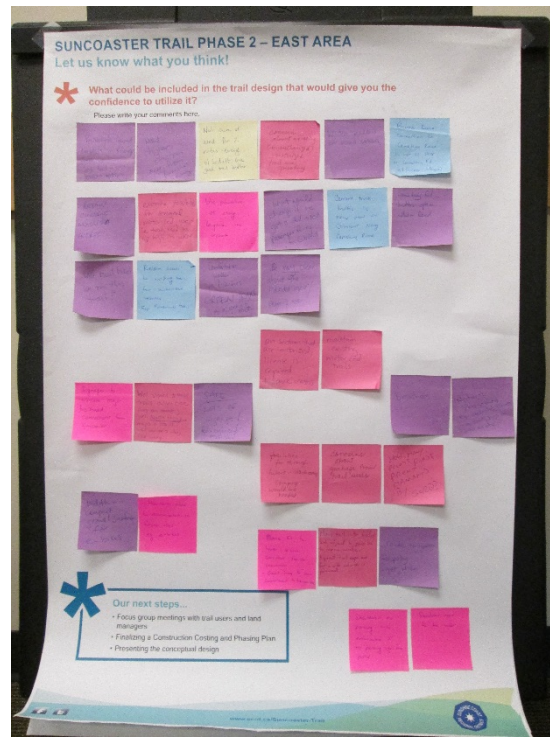
- Support for the low elevation concept to connect communities, enable recreation and active transportation

Phase 2 Suncoaster Trail Design

Sunshine Coast, British Columbia

Report Date: March 14, 2019

- Support for a four season, low barrier / family-friendly trail that connects to other trails, schools and community service hubs
- To ensure this trail is used and becomes a destination, the route should include beautiful views and significant sites
- Wherever possible link to other trails to enable hiking and biking loops for recreation
- Wherever possible eliminate trail segments that make use of the highway
- Wherever possible design trail segments to be off the roads
- Wherever possible use less BC Hydro Right of Way, however there seemed to be preference for Hydro Right of Way over roads.
- If local roads must be used, upgrades may be needed to widen shoulder for safety
- Gentle grades are needed to promote broad community use of trail
- Maintain existing permitted uses on existing trails for mountain bikes, motorized users, hikers and equestrian users.
 - Mountain bike users are concerned about losing sections of trail to broader uses
 - ATV and dirt bike users are concerned about losing sections of trail to broader uses
 - Many existing motorized users of trails expressed openness to share trails, as well as concern about potential user conflicts
- Wayfinding signage is an important part of a successful trail, reduces barriers to trail use
- Segments of the proposed trail have multiple different types of users. Consider trail design that reduces potential for user conflict
- SCR D needs to articulate what type of user(s) the Suncoaster Trail is intended for
- Support for non-motorized uses on proposed new trail segments
- Concern that the term “multi-use trail” is not clearly defined
- Consider creative collaborative ways to promote a sense of ownership of the trail: engage the community in funding, building and maintaining the trail



West (Halfmoon Bay, West Sechelt)

- Consider a route behind Trout Lake
- Use existing routes only when it does not displace existing (permitted) users
- Connect to Kinnikinnick, Hackett parks for washroom facilities
- Locate route near campsites to design for through hiking
- Consider use of Trail Avenue bike lanes
- If Gravy-Lumpy is used, switch backs are needed

Phase 2 Suncoaster Trail Design

Sunshine Coast, British Columbia

Report Date: March 14, 2019

-
- Avoid highway use in Halfmoon Bay

Central (Sechelt and West Roberts Creek)

- Reconsider Selma Park Road and highway section – too steep, dark and dangerous intersection
- Ensure connection to Cliff Gilker Trails
- More consideration needed for the route through the Pell, Hanbury and Lockyer area

East (East Roberts Creek, Elphinstone, Gibsons, West Howe Sound)

- Consider use of Marine Drive to align with the Coastal Bike Route
- Partnership potential to work toward bike lane additions / upgrades on Marine Drive
- Parker Road may be an alternative to North Road if a bike rail or stairway is installed
- North Road will need considerable improvements in order to be a safe cycling route
- Where using BC Hydro Right of Way, consider moving trail into the forest beside it to improve the aesthetic experience of the trail. A great trail experience for a wide audience is paramount
- Consider a surface and trail width that is suitable for future uses, for example e-bikes
- Cemetery Road is preferred over Reed Road* (this preference was indicated before it was known that Town of Gibsons is preparing for a bi-directional trail on the south side of Reed Road)
- With Town of Gibsons pursuing a trail on the south side of Reed (from North to Payne), could SCR D work with MOTI to develop a trail on the south side of Reed from Payne to Henry?
- Pixton Road area : concern about nuisance effects, particularly garbage, noise, lack of washroom /camping facilities, security and privacy

Overview of Written Feedback

A total of seven email feedback submissions were received. Email submissions were reviewed and integrated into the summaries provided in this report.

Summary

The public participation process for design of Phase 2 of the Suncoaster Trail took place from late 2016-2018. Reoccurring feedback is summarized in this report, additional comments are attached in Appendix A.

Supporting Documents

The following documents are attached to this report:

- Appendix A: Additional Comments Received in 2018
- Appendix B: 2017 Open House Comments
- Appendix C: 2018 Frequently Asked Questions

Appendix A

2018 Additional Comments

West

- Utilize the area immediately north of Heritage Road between Crowston Road (northwest corner of Kinnikinick Park) to showcase views up Sechelt Inlet
- Use Marine Way to showcase view corridors to Porpoise Bay and Anchor Road to connect to Sechelt Marsh
- Using the north side of Hackett Park would provide better access to public washrooms
- Showcase Trail Bay by taking the route near there

Central:

- Are two routes necessary through Sechelt?
- Lower road, Gower Point, Ocean Beach Esplanade is a preferable route for cycling access to ocean
- Bridge exists on Sunday Morning trail near east Wilson Creek
- Need bridge over Roberts Creek at B&K
- Linwood trail needs a bridge rated for horses

East

- Reed road would require paved shoulder
- Use powerline all along Langdale into Sechelt
- Payne Road connection to Cemetery Road is not as steep as Cemetery Road hill (Gilmor to Payne)
- Cement truck traffic to new plant on Gilmour Road along Cemetery Rd
- Shoulders need to be wider
- Shoulders – no parking only enforceable if no parking signs are posted
- Distance runners would like a higher elevation trail away from power line
- Priority should be on Langdale to Roberts Creek sections in the interest of best local and tourist route
- What would change about this route if we got a passenger ferry in Gibsons?
- Gateway entrance potential across from Langdale Ferry Terminal, beside Langdale Creek. Then enter and exit Sprockids park via Highway 102 Trail and use the crosswalk at the top of the bypass for using less road

Suncoaster Trail - Phase 2

ROBERTS CREEK HALL
FEB 27, 2017

THE VISION FOR THE SUNCOASTER TRAIL WILL BE COMMUNITY DRIVEN. PLEASE SHARE YOUR VISION FOR THE TRAIL.

Pull out
Camping
areas in
remote parts
of trail

SUNCOASTER IS:
Nature-based, off-
road rec trail
designed to serve
non-motorized
day

B&B to B&B
Hiking route...
a hybrid of
Nepal & Britain

Need a
Trail for
all users.
not just
mtn bikers

A
4 SEASON
TRAIL FOR
ALL AGES

FIRE
SEASON!

Community
Outreach,
Education,
days on
top of trail

Key tourism
attraction
for BC
and beyond

Good wayfinding
- show options
for destinations
(food, camping,
etc.)
- test is you can
travel without a map

FILL IN THE
MISSING GAP:
A WAY TO GET TO
/GET HOME FROM
MOUNTAIN BIKING
TRAILS.

Come visit the
coast but you
don't have to
bring your
car.

Connect
neighbourhoods
to existing
trails

Rest
Areas
/
view points

Trail
options
for skill
levels

+ FUTURE HIGH
ELEVATION
HIKE
TRAIL

Low-barrier
< 10% grades
stay low
ride with your
kids

OFF THE HIGHWAY
IN THE FOREST
GETS YOU ACROSS
THE COAST

"photo of the
day" from
the SC Trail.

THIS TRAIL
WILL BE OUR
REPUTATION

Capitalize on
our "holiday
destination" /
weekend destination
reputation

cycling
travellers
(of all ages / esp.
older) come +
spend money in
cafes + shops

THE SUNCOASTER
ADDS VALUE
TO THE COAST &
TO ALL TRAILS ON
THE COAST

trail passport
for key points
along the trail.

A way to get
from Serkelt
to Gibsons
without meeting
any cars.

TRAIL
CONNECTIONS
TO SCHOOLS

Wildlife
Awareness

We have
mountain
bike trails,
we lack / we
need a family-
friendly recreation
trail

Link to
cottage
industries
/ Eat/Drink

donations
for portions
of trail.
legal.

Whole trail
should be
3-4' wide
(side-by-side
walk / bike)
double track

Stay
low
through
Sprockids



Roberts Creek Hall, Feb 27, 2017

Suncoaster Trail - Phase 2

THE VISION FOR THE SUNCOASTER TRAIL
WILL BE COMMUNITY DRIVEN. PLEASE
SHARE YOUR VISION FOR THE TRAIL.

Horse friendly
+ Bike friendly
safe
bridges
no stairs

"Don't turn
your back on
the water.
Sechelt was
born on the
ocean!"

An "out there"
backcountry
experience -
away from
roads + powerlines
- use connectors to
services/neighborhood

MAKE THE
TRAIL
ITSELF
A DESTINATION

Connect to ~~rest~~
existing campgrounds
for overnight/
Multi day use?

Tie in existing
"Premium"
Sun Coast favored
locations
i.e. smugglers cave, surfer
bay, cliff gillies,
benches etc..

no trails
through prime
mushroom
ecosystems
please.

all can share
the trails!

A backcountry
trail with access
points to 'urban'
areas. Don't want
to experience the
highway / powerlines
while on the trail.

TRAIL NAME
'Suncoaster
Community
Connector'

TRAIL IS
MANAGED
consider benefit
of a trail
coordinator
(partner w community)

more community
connection will
appeal to a
broader range
of groups
(incl. families)

ANY PAVED
SECTIONS OF
ROUTE NEED
REGULAR SHOULDER
SWEEPING

A
SOLID/WIDE
BIKE TRAIL
OPTION IS WHAT
THE COAST NEEDS
(FOR TOURISM)

connectors or
loops make
good day
hikes/
excursions

work with
landowners
to use powerline
right of way?

IF A ROUTE LIKE
LOWER ROAD
WOULD BE PART
OF ROUTE IT
WOULD NEED TO
BE WIDER

Drop down
to Gibsons
- Route
around Gibson
Elphinstone....

The forthcoming
sunshine coast
coastal bike route
will be a "low"
alternative route,
this should be the
adventure / quiet
route.

DEGREE OF
DIFFICULTY
WILL DETERMINE
INTENDED USERS



Open House Seaside Centre March 1, 2017

Frequently Asked Questions

Suncoaster Trail:

Phase 2 Planning November 2018

Route planning is underway for Phase 2 of the Suncoaster Trail from Halfmoon Bay to Langdale.

WHAT IS THE VISION?

The vision for the Suncoaster Trail is to connect the communities of the Sunshine Coast with a trail from ferry to ferry (Earl's Cove to Langdale).

SUNCOASTER PHASE 1

Suncoaster Trail Phase 1 connects the communities of Egmont to Halfmoon Bay and has been open since 2010. The trail moves through rural communities and wilderness settings, providing opportunities for active transportation, recreation, and tourism while exploring the Sunshine Coast's natural and cultural history.

SUNCOASTER PHASE 2

Phase 2 proposes to extend the trail from Halfmoon Bay to Langdale, making use of existing trails and lightly used roads wherever possible.

WHAT ARE THE TRAIL DESIGN PRINCIPLES & CRITERIA FOR THIS PROJECT?

- Use existing trails and pathways wherever possible
- Design an inclusive, accessible trail
- Grades will be less than 10% wherever possible
- Make use of public property wherever possible
- Existing trail uses will be maintained
- Include points of natural, cultural and historic value
- Provide options for hiking and biking
- Pass through urban and rural centres and provide access to existing services

WHO WILL USE THE TRAIL?

Users of the trail will be local residents and visitors alike, with a variety of modes of travel.

Some sections of trail may be accessible only for some modes of travel such as hiking or cycling. A design principle for this project is that existing trail uses will not be changed. As formal trail authorizations are sought, uses would be confirmed. Way-finding tools would identify permitted modes of transportation on each section of trail.



WHAT FEEDBACK HAS BEEN RECEIVED TO DATE?

In 2017 a draft route concept was shared with the community. Over the course of 2017, interested residents and groups were involved in dialogue regarding the route for Phase 2 of the Suncoaster Trail.

Feedback indicated a preference for a low elevation community connector trail to enable active transportation.

Trail users have also requested that existing trail uses not be changed.

HOW ARE LAND MANAGERS, TRAIL GROUPS AND OTHERS INVOLVED?

SCRD staff and trail groups have been in regular contact since the 2017 Suncoaster Phase 2 Open House. In November and December 2018 SCRD will host focus conversations with trail groups to gather additional feedback on the updated route concept.

SCRD is in contact with land managers along the proposed route to understand needs, opportunities and the process for permits and authorizations the route concept would require.

SCRD values and is seeking to build on partnerships with District of Sechelt, Town of Gibsons, shíshálh Nation and Sk̓wxwú7mesh Nation through this project.

WHAT ARE THE NEXT STEPS?

Using the trail criteria, an updated route concept has been drafted. This fall, SCRD is gathering feedback from land managers and trail users regarding the updated route concept. Focus conversations and land manager meetings are planned in November and December 2018.

With grant support from Vancouver Coastal Health, SCRD has engaged Diamond Head consultants to assist with field assessment and planning for: trail standards, construction-costing, phasing and fundraising. The consultants' report will be presented to the SCRD Board in early 2019.

The route would require a number of permits and authorizations, before considering construction. A construction budget has not been established at this time.



SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – April 11, 2019

AUTHOR: Rebecca Porte, Parks Planning Coordinator

SUBJECT: Recreation Sites and Trails Agreement Renewal for Sprockids

RECOMMENDATIONS

THAT the report titled **Recreation Sites and Trails Agreement Renewal for Sprockids** be received;

AND THAT with respect to the renewal of Recreation Sites and Trails BC Partnership Agreement PA12DS1-02, the delegated authorities sign a Partnership Agreement for Sprockids (REC6768) for a term of two years.

AND THAT the delegated authorities sign a Letter of Understanding with Coast Mountain Bike Trail Association (CMBTA) to support the operations and maintenance of Sprockids.

BACKGROUND

Sprockids Provincial Recreation Area is a 48.3-hectare site located in West Howe Sound (Electoral Area F) that is valued by many local residents, including mountain bikers and walkers. It is owned by the Province, and has been managed by the SCRD through a partnership agreement since 2003 which is now due for renewal. One portion of the area (distinct from the Partnership Agreement area) is a closed Town of Gibsons landfill under SCRD jurisdiction.

The trail network through Sprockids has been built up over a number of years, initially by the Sprockids mountain bike group and, more recently, by Capilano University through the Mountain Bike Operations Program. In addition to biking/walking trails, the area includes jumps, ramps and other technical mountain bike features.

Given the increasing number of parks and trails within the SCRD and the scope of regular maintenance work within SCRD-owned properties, it has been a challenge to fulfill the increasing provincial management and maintenance requirements of this trail network (which has itself increased in scope over time). Failure to meet management standards poses a liability risk to the organization. Improved signage, trail repairs, regular maintenance, and decommissioning of some trails is currently needed. Community partnership will be required to ensure sustainable management and operations of Sprockids Recreation Area.

On January 31, 2019, the SCRD Board adopted the following recommendations:

013/19 **Recommendation No. 8** *Recreation Sites and Trails Agreement Renewal for Klein Lake, Secret Cove, Big Tree and Sprockids*

THAT the report titled Recreation Sites and Trails Agreement Renewal for Klein Lake, Secret Cove, Big Tree and Sprockids be received;

AND THAT with respect to potential renewal of Recreation Sites and Trails BC Partnership Agreement PA12DS1-02:

1. SCRD decline the agreement for Klein Lake Recreation Site (REC0134);
2. SCRD decline the agreement for Secret Cove Falls Trail (REC0383);
3. The delegated authorities renew the agreement for Big Tree Trail (REC5890) for a period of 5 years;
4. SCRD request an extension to consider renewal of the agreement for Sprockids Park (REC6768).

AND FURTHER THAT staff engage Ministry of Forests, Lands, Natural Resource Operations & Rural Development staff and trail groups with respect to developing a sustainable management plan for Sprockids Park Recreation Site and report back to the Committee with further recommendations.

Following Board direction, SCRD staff have been in communication with Recreation Sites and Trails BC (RSTBC) and local community trail groups to explore the potential for a sustainable management model for Sprockids Recreation Area. Staff have been engaging with local trail groups to determine if, through community partnership, the operational and maintenance requirements for Sprockids can be satisfied.

Concurrently, the SCRD has requested an extension for considering the partnership renewal, and have been provided an extension until May 1, 2019 from RSTBC to confirm direction in regards to the partnership agreement for Sprockids.

This report discusses the options of either moving forward with the Partnership Agreement or declining the Agreement.

DISCUSSION

Options and Analysis

Two options are presented for discussion purposes:

Option 1: Renew the partnership agreement for Sprockids, and also sign a Letter of Understanding with CMBTA towards the management and maintenance of Sprockids (recommended option).

The expiration of the Partnership Agreement has provided an opportunity to consider options for a sustainable path forward, and to dialogue with the community regarding potential collaboration. A new mountain bike group – Coast Mountain Bike Trail Association (CMBTA) - has formed on the Sunshine Coast and has expressed interest in helping to manage and maintain Sprockids. With authorization from SCRD, CMBTA held an effective volunteer trail maintenance day at Sprockids in November 2018. This effort was appreciated by SCRD and added quality to the site.

This option would retain SCRD's involvement and responsibility within Sprockids through a signed partnership agreement; while ensuring the management and maintenance of Sprockids is satisfied with community involvement through a signed Letter of Understanding with CMBTA.

RSTBC has suggested a two-year Partnership Agreement to test this approach.

Partnership Agreement between SCRD and RSTBC for Sprockids

The Recreation Area Partnership Agreement is a Provincial Recreation Site agreement that outlines the roles and responsibilities of both parties for a Provincial Recreation Area. The Province remains the land owner, while, in this case, the SCRD would be responsible for management of the area. Mountain bike trails within Provincial Recreation Sites are required to adhere to the "Whistler Trail Standard", a well-established and recognized standard for mountain bike trail building, maintenance and signage. The Province would provide some support for the area, such as guidance on trail-related issues, some signage assistance, and initial trail assessments. The SCRD would be responsible for Annual Trail Inspections, Annual Operation Plan, and for day-to-day maintenance as per Schedule F of the Partnership Agreement.

A professional Trails Assessment for Sprockids is currently underway, conducted by a qualified professional under contract with the Province. It will be complete in early April and the results will form the basis of the area's work plan for the coming years. It is expected that recommendations will include the decommissioning of some trails, improvements to wooden trail structures as well as some trail re-routing. Following the receipt of the trail assessment report, there will be collaboration between the Province, SCRD and CMBTA to map out clear priorities for the two-year term. It is also anticipated that considerable attention will be required to develop a signage plan for the area, which will be included in the work plan.

In support of successful partnerships, and to build capacity for management and maintenance of Sprockids, the Province is sponsoring a two-day trail course on the Sunshine Coast to provide training and guidance for designing, building and maintaining mountain bike trails. All trail building and maintenance within Sprockids and other provincial land must adhere to the Whistler Trail Standards which will be taught at the course. CMBTA will be sending several members to the course and SCRD staff will also participate.

Letter of Understanding with CMBTA

The Letter of Understanding between SCRD and CMBTA would outline the obligations that each party has in regards to Sprockids. CMBTA would be responsible for detailed trail inspections, an annual operation plan, and for day-to-day maintenance as per Schedule F of the Partnership Agreement between SCRD and RSTBC. SCRD would be responsible to provide general support, for coordinating communication between CMBTA and the Province, for providing an annual site inspection and report, annual tree inspection, and for signage and outhouse maintenance. The work schedule in the annual operating plan will be subject to recommendations from the forthcoming Trail Assessment.

The benefit of this option is that Sprockids Recreation Area will enjoy certainty in terms of service level over the next two years. This will also be an opportunity to develop and test a community partnership. This two-year agreement allows for increased involvement and responsibility by the community, where SCRD has less 'on the ground' requirements and is focused on supporting a community group to maintain the area, as a stepping stone to a

community group potentially holding the partnership agreement with the Province in the future. The trail expertise of CMBTA will be leveraged for the benefit of all users. It is anticipated that over the next two years, SCRD staff time and resources will be equal to or less than in recent years. SCRD would retain overall responsibility for the area as the Partnership Agreement holder.

Should CMBTA cancel the Letter of Understanding or fail to complete agreed-upon tasks, responsibility would fall to SCRD. This scenario could prompt further review of the Partnership Agreement.

Agreements within Option 1:



Option 2: Do not renew the partnership agreement for Sprockids

If this option were chosen, staff would inform the Province of the decision in writing, and plan an exit strategy with the Province. The benefit of this option would be to remove SCRD from additional workload and potential liability at the Recreation Site. The drawback is that this area is seen as a very important community asset, with currently no other party with the capacity to oversee the area. It is likely that the exit strategy would entail decommissioning some trails and removal of all wooden technical trail features within Sprockids.

Organizational and Intergovernmental Implications

Any work involving ground disturbance would be subject to the requirements of the *Heritage Conservation Act*. Archaeological comments and advice would be sought from the skwxwú7mesh Nation and BC Archaeology Branch for any significant projects.

Financial Implications

In an average year, SCRD commits 150-250 hours of maintenance time for staff at Sprockids. This has included general maintenance, trail repairs, signage, and tree assessments. It is expected that through the community partnership with CMBTA, SCRD hours will decrease somewhat over time, and will shift from a direct maintenance role to an oversight and management role. SCRD hours will be supplemented significantly by community volunteers who will be using their on-the-ground expertise and time to ensure that trails are maintained and repaired to the appropriate standard.

In an average year approximately \$1500-2000 is spent on materials and supplies to maintain Sprockids, excluding toilet rental. It is expected that the annual costs will not vary significantly, outside of the necessary signage upgrade costs to bring trails up to standard.

Timeline for next steps or estimated completion date

Following Board direction, a Partnership Agreement would be prepared by RSTBC and a letter of understanding prepared by SCRD. SCRD's delegated authorities would then sign both documents. It is anticipated this could occur by approximately May 1, 2019.

STRATEGIC PLAN AND RELATED POLICIES

The recommendations of this report consider the priority to ensure fiscal sustainability.

Communication and potential collaboration with community groups, trail groups, etc. facilitates community development and supports SCRD values of collaboration, respect and transparency.

Outdoor recreation opportunities facilitate community development and support sustainable economic development.

CONCLUSION

SCRD has a Partnership Agreement with Recreation Sites and Trails BC for Sprockids Recreation Area that has come due for renewal. SCRD staff were directed by the SCRD Board to investigate a potential community partnership to support a sustainable management and maintenance model for Sprockids.

CMBTA is a community group who has expressed interest and capacity to enter into a community partnership. This agreement would be detailed in a signed Letter of Understanding between SCRD and CMBTA. The SCRD would also sign a Partnership agreement with RSTBC. RSTBC is in support of this agreement for a 2-year term. It is expected that through these agreements Sprockids can be managed and maintained at the required standard.

Renewal of the partnership agreement for Sprockids for a 2-year term is recommended along with signing a Letter of Understanding with CMBTA.

Reviewed by:			
Manager	X – A. Allen	Finance	
GM	X – I. Hall	Legislative	
A/CAO	X – A. Legault	Parks	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – April 11, 2019

AUTHOR: Rebecca Porte, Parks Planning Coordinator

SUBJECT: Provincial Referral 108978924–005 for Commercial General Use Application within Sprockids Recreation Area (Whistler Outback Adventures Ltd)

RECOMMENDATIONS

1. **THAT the report titled Provincial Referral 108978924–005 for Commercial General Use Application within Sprockids Recreation Area (Whistler Outback Adventures Ltd) be received;**
 2. **AND THAT SCRD recommend refusal of Provincial Referral 108978924–005 at this time due to the following reasons:**
 - a. **Increased use would increase SCRD maintenance time and cost for the area;**
 - b. **Work is currently needed within the Sprockids trail network to bring the area up to the required Whistler Trail Standards. Until such time, it would be unadvisable to promote expansion of use within the area;**
 - c. **New management and maintenance model is currently being considered in Sprockids. Increasing pressure on the site while the transition is taking place may make fulfilling the management requirements of the site untenable;**
 - d. **There are concerns about potential wear and tear to the trails/site and the costs associated with mitigation.**
-

BACKGROUND

Sprockids Provincial Recreation Area is a 48.3-hectare site located in West Howe Sound (Electoral Area F) that is valued by many local residents, including mountain bikers and walkers. The site is owned by the Province, and has been managed by the SCRD through a partnership agreement, with ongoing involvement of community volunteers. One portion of the area (distinct from the Partnership Agreement area) is a closed Town of Gibsons landfill under SCRD jurisdiction.

In February 2019, SCRD received a Provincial Referral for commercial use at Sprockids Recreation Area. Whistler Outback Adventures Ltd., operating out of Whistler, BC, is seeking approval from the Province to expand their mountain bike guiding operations to include a number of areas within the Sea to Sky Corridor and Sunshine Coast, including Sprockids Recreation Area.

The purpose of this report is to provide an analysis of the proposal and recommend a response to the Province.

Table 1 – Application Summary

Applicant	Whistler Outback Adventures Ltd.
Purpose	Commercial Recreation
Tenure Type	License of occupation
Location	Sprockids Recreation Site
Electoral Area	F- West Howe Sound
Application Area	48 ha
Comment Deadline:	March 15, 2019. Extension requested for May 1, 2019

DISCUSSION

Whistler Outback Adventures is a company operating mountain bike and hiking tours, utilizing established trail networks, based in Whistler, BC. The company currently guides 250 mountain bike clients per year. They are seeking approval to expand their operations to provincial land locations within the Sea to Sky Corridor and the Sunshine Coast. One area noted in the application is Sprockids Recreation Area. Their anticipated growth, as stated in their business plan, would see their client numbers increase to 1500 annually by 2023. It is unknown how many of these clients would be guided within Sprockids.

SCRD Staff have considered the February 2019 referral invitation to comment on the Crown Land application for commercial activity in Sprockids. Some of the concerns that SCRD Staff note include:

1. *Ownership vs. management of the site.*

While the land is owned by the Province, under the partnership agreement, SCRD is bound to manage and maintain the site. SCRD is not currently in the position to manage for commercial operations on the trail network. Some of the increased pressures to the trails, parking area, and outhouse would increase the maintenance time and operation costs to the area.

2. *Required Improvements to Sprockids.*

The trail network at Sprockids has been identified by the Province as needing improvements in some areas to bring it up to the Whistler Trail Standards. This will require a focused undertaking, and is under consideration to happen in partnership with the volunteer efforts of Coast Mountain Bike Trail Association (CMBTA). It would not be advisable to consider opening the area to commercial users until the work has been completed.

3. *New management and maintenance model currently underway.*

SCRD is currently at initial stages of testing a community partnership model of management and maintenance for Sprockids. Adding additional pressures to the area during this time will add responsibilities for both the volunteer group Coast Mountain Bike Trail Association and the SCRD, which may make fulfilling the management requirements of the site untenable. Future tourism development may be considered once the management and maintenance model is renewed and stable.

4. *Wear and tear to the trails.*

If a commercial operator is using the site on a 'for-profit' basis and causing wear and tear to the trails and structures, it would be hoped that there would be an agreed upon mitigation plan in place.

Options

The Province requests the SCRD decide on one of the following options in response to the referral:

1. Interests unaffected
2. No objection to approval of project
3. No objection to approval of project subject to conditions
4. Recommend refusal of project due to reasons

Staff recommend Option 4.

CONCLUSION

The SCRD was provided an opportunity to comment on a Provincial referral to permit commercial mountain bike guiding in Sprockids Recreation Area. The proposal to add commercial use to Sprockids is of concern due to reasons outlined in the report, and staff recommend responding to the Province recommending refusal at this time.

ATTACHMENTS

Attachment A - Referral Package

Reviewed by:			
Manager	X – A. Allen	Finance	
GM	X – I. Hall	Legislative	
A/CAO	X – A. Legault	Parks	



Crown Land Tenure Application

Tracking Number: 100156186

Attachment A

Applicant Information

If approved, will the authorization be issued to an Individual or Company/Organization? Company/Organization
What is your relationship to the company/organization? Consultant

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: Whistler Outback Adventures Ltd.
Doing Business As: Arbutus Routes
Phone: [REDACTED]
Fax: [REDACTED]
Email: [REDACTED]
BC Incorporation Number:
Extra Provincial Inc. No:
Society Number:
GST Registration Number:
Contact Name: Matt Delany
Mailing Address: [REDACTED]

CONSULTANT INFORMATION

Please enter the contact information of the Individual/Organization who is acting on behalf of the applicant.

Name: CASCADE ENVIRONMENTAL RESOURCE GROUP LTD.
Doing Business As: Cascade Environmental Resource Group Ltd.
Phone: [REDACTED]
Fax: [REDACTED]
Email: [REDACTED]
BC Incorporation Number: 598364
Extra Provincial Inc. No:
Society Number:
GST Registration Number:
Contact Name: David Williamson
Mailing Address: [REDACTED]
Letter(s) Attached: Yes (Auth Letter- Cascade Env - Tenure App.pdf)

CORRESPONDENCE E-MAIL ADDRESS

If you would like to receive correspondence at a different email address than shown above, please provide the correspondence email address here. If left blank, all correspondence will be sent to the above given email address.

Email: [REDACTED]
Contact Name: Dave Williamson

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
Adventure Tourism	Licence of Occupation	Ten to thirty years
Multiple Use		

ACCESS TO CROWN LAND

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

Current tours operate under park use permits through the Resort Municipality of Whistler (RMOW) and BC Parks, with current Crown Land bike tours operating in small groups, with plans for expansion. Arbutus Routes operates on existing trails, and as a member of the Whistler Off Road Cycling Association (WORCA) sponsors trail races and trail maintenance days. Access to crown land has already been established by the RMOW, and Arbutus Routes does not plan to create any further access to the proposed crown land.

ADVENTURE TOURISM

Adventure Tourism applies to tourism operators who provide outdoor recreation activities for a fee or other form of compensation. For more information visit the website.

Specific Purpose:	Multiple Use
Period:	Ten to thirty years
Tenure:	Licence of Occupation

TOTAL APPLICATION AREA

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

Please specify the area: 21600 hectares

MECHANIZED / NON-MECHANIZED

Mechanized Activity means guided AT activities where mechanized or motorized transport of clients (e.g., helicopters, snowmobiles, All Terrain Vehicles, etc.) is an integral part of the recreation experience offered to the clients. Motorized use includes vessels that use power as an integral part of the guided operation. Vessels that use motorized propulsion only intermittently for control or safety purposes are considered non-mechanized (e.g. whitewater rafting). In addition, where a vessel simply provides a transport service to and from a kayak operation it will be considered a non-motorized activity.

Does your operation include motorized / mechanized activities? No

GUIDE OUTFITTER (COMMERCIAL HUNTING GUIDES)

Any improvements on Crown land for the purpose of guide outfitting must be approved and tenured under this program (e.g. lodges, cabins, camps).

Is your application related to a guide outfitting operation? No

ANGLING GUIDE

Any improvements on Crown land for the purpose of guided angling must be approved and tenured under this program (e.g. lodges, cabins, camps).

Is your application related to an Angling guide operation? No

ALL SEASONS RESORT

If your activities include more than one million dollars in Recreational Infrastructure and more than 100 Commercial Bed Units, your activities may fall under the All Seasons Resort Policy.

Are you applying to build an all season resort as defined under the All Seasons Resort Policy, including more than one million dollars in Recreational Infrastructure and more than 100 Commercial Bed Units? No

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? Yes

You will be required to obtain a Park Use Permit. Please contact FrontCounter BC.

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
Pemberton tenure - Areal Extents	150325_ArbutusRoutes_Tenure...	Adventure Tourism
Squamish North tenure - Areal Extents	150325_ArbutusRoutes_Tenure...	Adventure Tourism
Squamish South tenure - Areal Extents	150325_ArbutusRoutes_Tenure...	Adventure Tourism
Sunshine Coast tenure - Areal Extents	150420_ArbutusRoutes_Tenure...	Adventure Tourism
Tenure Application Area-Pemberton	160128_ArbutusRoutes_TAA_Pe...	Adventure Tourism
Tenure Application Area-Squamish	160128_ArbutusRoutes_TAA_Sq...	Adventure Tourism
Tenure Application Area-Sunshine Coast	160128_ArbutusRoutes_Tenure...	Adventure Tourism
Tenure Application Area-Whistler	160128_ArbutusRoutes_TAA_Wh...	Adventure Tourism
Whistler North tenure - Areal Extents	150325_ArbutusRoutes_Tenure...	Adventure Tourism
Whistler South tenure - Areal Extents	150325_ArbutusRoutes_Tenure...	Adventure Tourism

☒ I will upload files created from a Geographic Information System (GIS)

SPATIAL FILES

Do you have a spatial file from your GIS system? You can upload it here.

NOTE: If uploading a .shp, please ensure that it is a polygon that has been projected in BC Albers in NAD83 format.

Description	Filename	Purpose
1a	160315_ArbutusRoutes_Trails...	Adventure Tourism
1b	160315_ArbutusRoutes_Trails...	Adventure Tourism
1c	160315_ArbutusRoutes_Trails...	Adventure Tourism
1d	160315_ArbutusRoutes_Trails...	Adventure Tourism
1e	160315_ArbutusRoutes_Trails...	Adventure Tourism
a	150312_ArbutusRoutes_Extens...	Adventure Tourism
b	150312_ArbutusRoutes_Extens...	Adventure Tourism
c	150312_ArbutusRoutes_Extens...	Adventure Tourism
d	150312_ArbutusRoutes_Extens...	Adventure Tourism
e	150312_ArbutusRoutes_Extens...	Adventure Tourism

ATTACHED DOCUMENTS

Document Type	Description	Filename
---------------	-------------	----------

General Location Map	Tenure Application Area-Squamish	160128_ArbutusRoutes_TAA_Sq...
Management Plan	Management Plan for Arbutus Routes	160202_ArbutusRoutes_Manage...
Other	Letter of Transmittal	160202_Letter of Transmitta...
Site Map	Tenure Application Area-Pemberton	160128_ArbutusRoutes_TAA_Pe...
Site Map	Tenure Application Area-Sunshine Coast	160128_ArbutusRoutes_Tenure...
Site Map	Tenure Application Area-Whistler	160128_ArbutusRoutes_TAA_Wh..

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: Whistler Outback Adventures Ltd.
Contact Name: Matt Delany
Contact Address: [REDACTED]

Contact Phone: [REDACTED]
Contact Email: [REDACTED]

☒ 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.

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.

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 2411750	Project Number ATS 210670
	Disposition ID	Client Number

Adventure Tourism Management Plan

Prepared for:



ARBUTUSROUTES

Legal Name: WOA-Whistler Outback Adventures Ltd.
Doing Business As: Arbutus Routes

Storefront: (Bike Shop)
#114-4557 Blackcomb Way
Whistler, BC
V0N 1B4

Billing:
8133 Cedar Springs Road
Whistler, BC
V0N 1B8

Prepared by:



Unit 3 – 1005 Alpha Lake Road
Whistler, BC
V0N 1B1

Project No.: 637-01-01
Date: January 15, 2019 (Updated)

www.cascade-environmental.ca

WHISTLER: UNIT 3 - 1005 ALPHA LAKE ROAD WHISTLER BC CANADA V0N 1B1 TEL 604.938.1949 FAX 604.938.1247
SQUAMISH: UNIT 203 - 38026 2nd AVENUE SQUAMISH BC CANADA V8B 0C3 TEL 604.815.0901 FAX 604.815.0904



Executive Summary

Cascade Environmental Resource Group Ltd., acting as agents for Whistler Outback Adventures Ltd. doing business as Arbutus Routes, prepared this management plan in support of tenure application to the Ministry of Forests, Lands and Natural Resource Operations for Commercial Recreation tenure in the Sea to Sky and Sunshine Coast regions. Arbutus Routes operates mountain bike and hiking tours as guided trail rides using the existing maintained trail infrastructure.

Current tours operate under park use permits through the Resort Municipality of Whistler (RMOW) and BC Parks, with current Crown Land bike tours operating in small groups, with plans for expansion. With submission of this Management Plan, Arbutus Routes wishes to expand these offerings to more trips on the trail networks in Whistler, Squamish, and Pemberton and on the Sunshine Coast.

Arbutus Routes operates on existing trails, and as a member of the Whistler Off Road Cycling Association (WORCA) sponsors trail races and trail maintenance days. Arbutus Routes remains committed to trail maintenance in all the communities in which it operates.

Arbutus Routes' operations focus on environmental values including ensuring wildlife encounters are managed according to the 2006 *Wildlife Guidelines for Backcountry Tourism / Commercial Recreation in British Columbia*.

Table of Contents

1	Introduction	1
2	Description of the Operation and Activities.....	1
2.1	General Description of Operation	1
2.1.1	Area Overview	2
2.1.2	Base Operation	1
2.1.3	Proposed Improvements	1
2.1.4	Access	1
2.1.5	Staff	1
2.2	Recreation Activities Offered On Crown Land.....	2
2.2.1	Description of Experience	2
2.2.1.1	Summer Activities	2
2.2.1.1.1	Hiking and Multisport Tours.....	2
2.2.1.1.2	Biking.....	3
2.2.2	Improvements.....	9
2.2.3	Intensive Use Sites.....	9
3	Overlap with Environmental and Cultural Values	9
3.1	First Nations.....	10
3.2	Fish Values	10
3.3	Wildlife Values	10
3.3.1	Sensitive wildlife and habitat values.....	11
3.3.2	Potential adverse effects	16
3.3.3	Mitigation	16
3.4	Water Values	18
4	Overlap with Existing Use.....	18
4.1	Mineral Tenure.....	18
4.2	Timber Tenure and Forest Use	18
4.3	Land Use Planning, Local or Regional Zoning Requirements	19
	Literature Cited.....	20
5	Appendices.....	I



Maps:

Map 1: Arbutus Routes Tenure Application Area - Pemberton.....	1
Map 2: Arbutus Routes Tenure Application Area – Squamish	2
Map 3: Arbutus Routes Tenure Application Area – Whistler	3
Map 4: Arbutus Routes Tenure Application Area – Sunshine Coast	4

Photos:

Photo 1: Guests receiving orientation and safety briefing at Lost Lake, Whistler.....	2
Photo 2: Guests hiking on Whistler Mountain under Arbutus Routes' Park Use Permit	3
Photo 3: Guests riding established singletrack mountain bike trail.....	4

Tables:

Table 1. Staff employed by Arbutus Routes	1
Table 2: Activity Report	7



1 Introduction

Arbutus Routes was founded in 2003 under the name Whistler Outback Adventures, and has operated under its current name since 2011. When Arbutus Routes first began operations, the primary business was bike rentals. The business then grew into a full fleet of bike rentals from road bikes to downhill bikes. During this growth phase Arbutus Routes started to offer biking and hiking tours in the Whistler Valley with the goal of running multiday trips. Through various partnerships Arbutus Routes grew the tour business to include a range of multisport trips.

Arbutus Routes is a member of the Whistler Off Road Cycling Association (WORCA) and sponsors multiple trail maintenance days every year, as well as being the primary sponsor of an annual Toonie Race. In addition to sponsoring organized trail maintenance days, Arbutus Routes staff also give their personal time to maintaining existing trail systems.

Arbutus Routes operates primarily in the Sea to Sky Corridor, with trips throughout British Columbia. Cascade Environmental Resource Group Ltd., acting as agents for Arbutus Routes, prepared this management plan in support of an Adventure Tourism tenure application to the Ministry of Forests, Lands and Natural Resource Operations (FLNRO) for Commercial Recreation in the Sea to Sky corridor and Sunshine Coast.

This management plan is intended to fulfill the requirements set out in the Adventure Tourism documents available from FLNRO. The plan requirements include:

1. Description of the operation and areas of use
2. Overlap with environmental and cultural values
3. New application areas (Extensive Use Areas)
4. Intensive Use Areas, including the delineated base operations areas
5. Addition and expansion of trails
6. Integration with the Cheakamus Community Forest (CCF) and other forest licencees
7. New adventure tourism opportunities

2 Description of the Operation and Activities

2.1 General Description of Operation

Arbutus Routes is a multi-faceted operation with offerings ranging from a storefront bike rental shop to tailored multisport tour and trip packages throughout the Sea to Sky Corridor and elsewhere in British Columbia. Guided tours offered include road bike tours, cross-country bike tours, downhill mountain bike tours and hiking tours. Through strong local partnerships with diverse adventure tourism operators, Arbutus Routes creates tailored adventure tour trips by combining biking and hiking adventure tours with rafting and ziplining activities.



Photo 1: Guests receiving orientation and safety briefing at Lost Lake, Whistler.

Existing Activities

Arbutus Routes manages a bike rental shop at the base of Blackcomb Mountain, in Whistler, B.C., and currently offers mountain biking and hiking tours based in Whistler with occasional trips in the Pemberton and Squamish areas. Partnership with Canadian Outback Adventures allows Arbutus Routes to offer Sea to Sky multisport trips that include rafting in Squamish on the Elaho and Cheakamus rivers. Partnership with The Adventure Group allows Arbutus Routes to offer multisport trips that combine hiking or biking tours with Superfly zipline adventures.

Proposed Activities

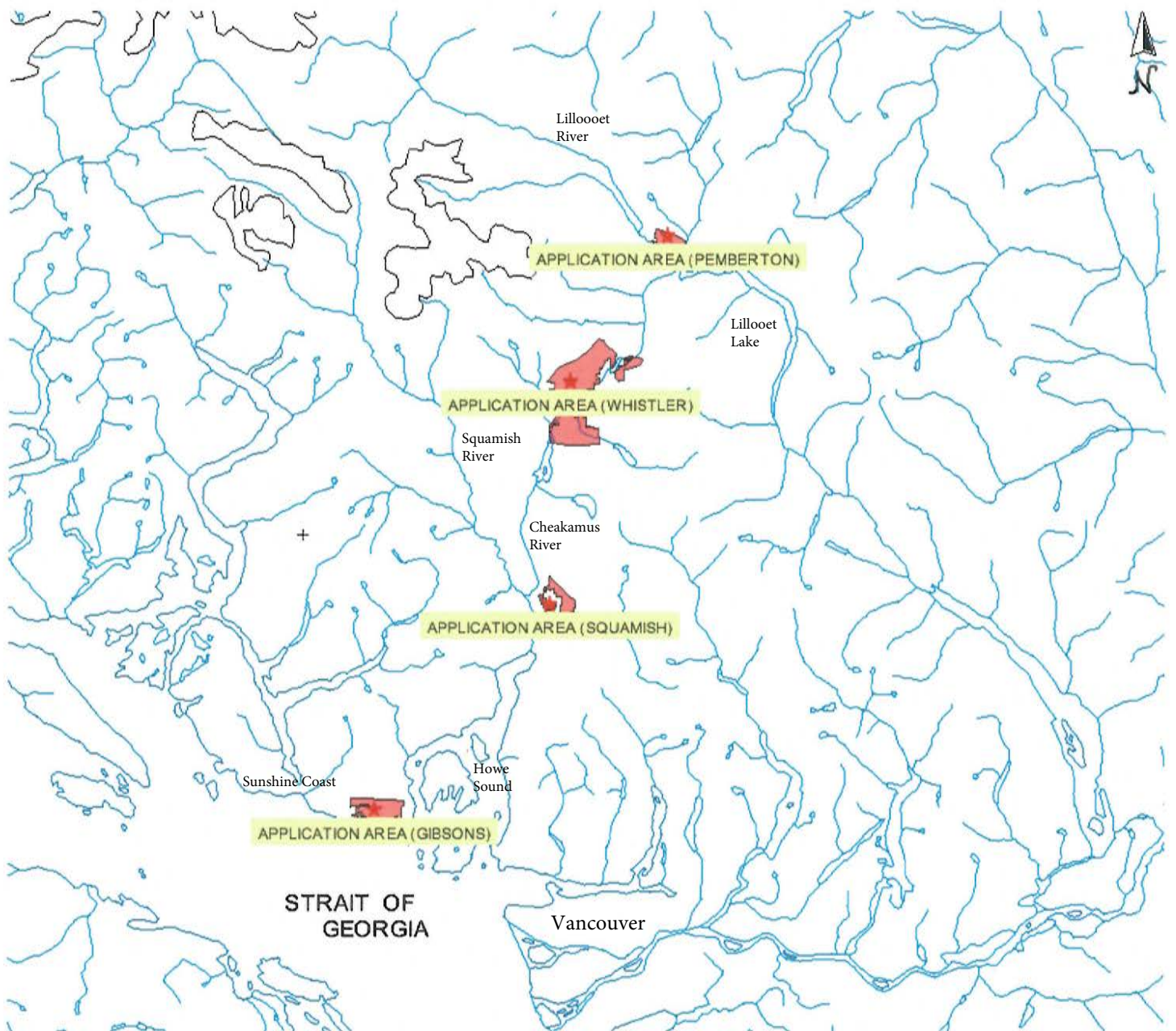
Arbutus Routes proposes to expand the guided touring aspect of its business by increasing the numbers of tours guided and offering new locations for biking and hiking tours in the Sea to Sky corridor and on the Sunshine Coast. Arbutus Routes currently only operating during the summer season.

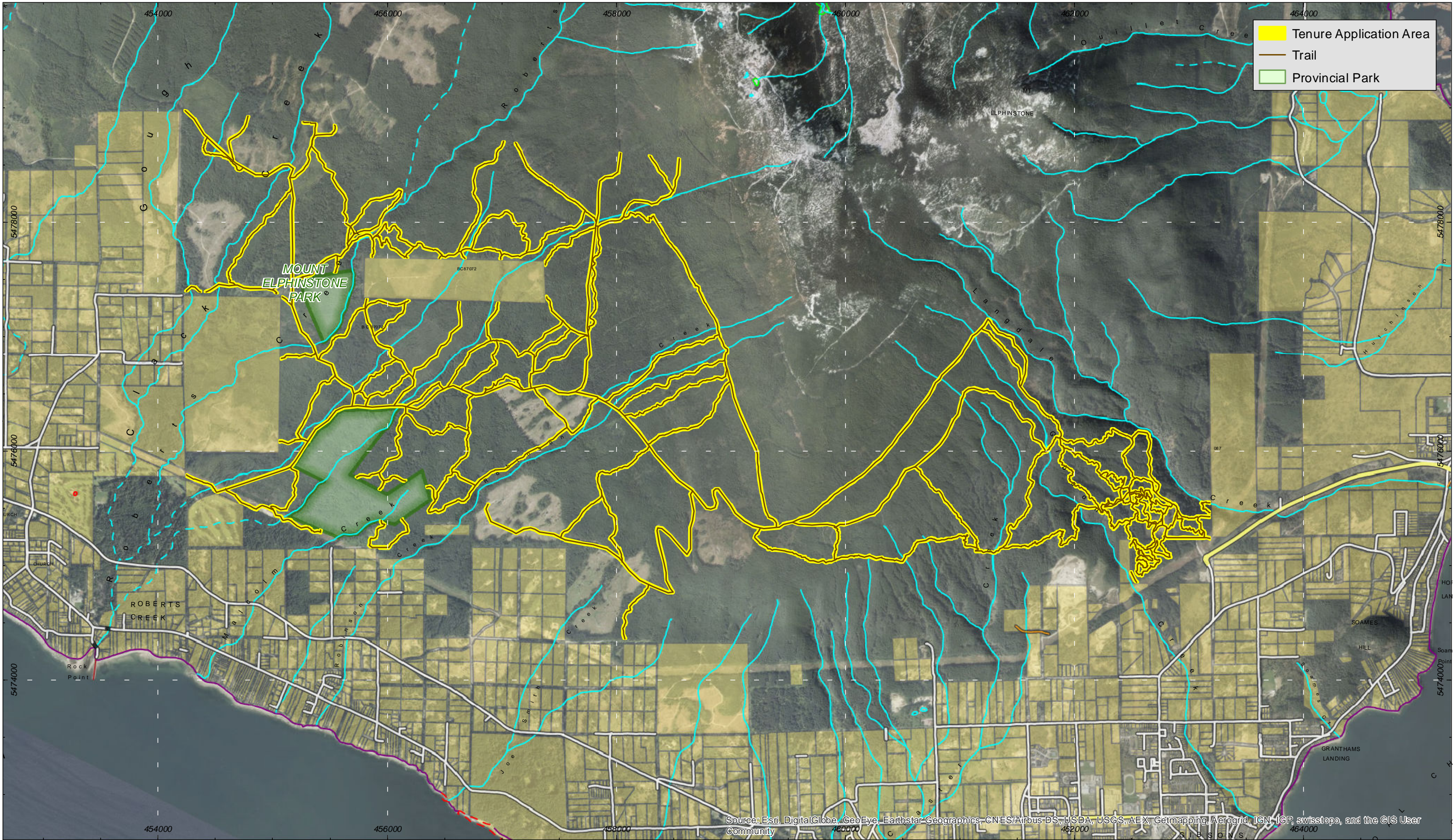
2.1.1 Area Overview

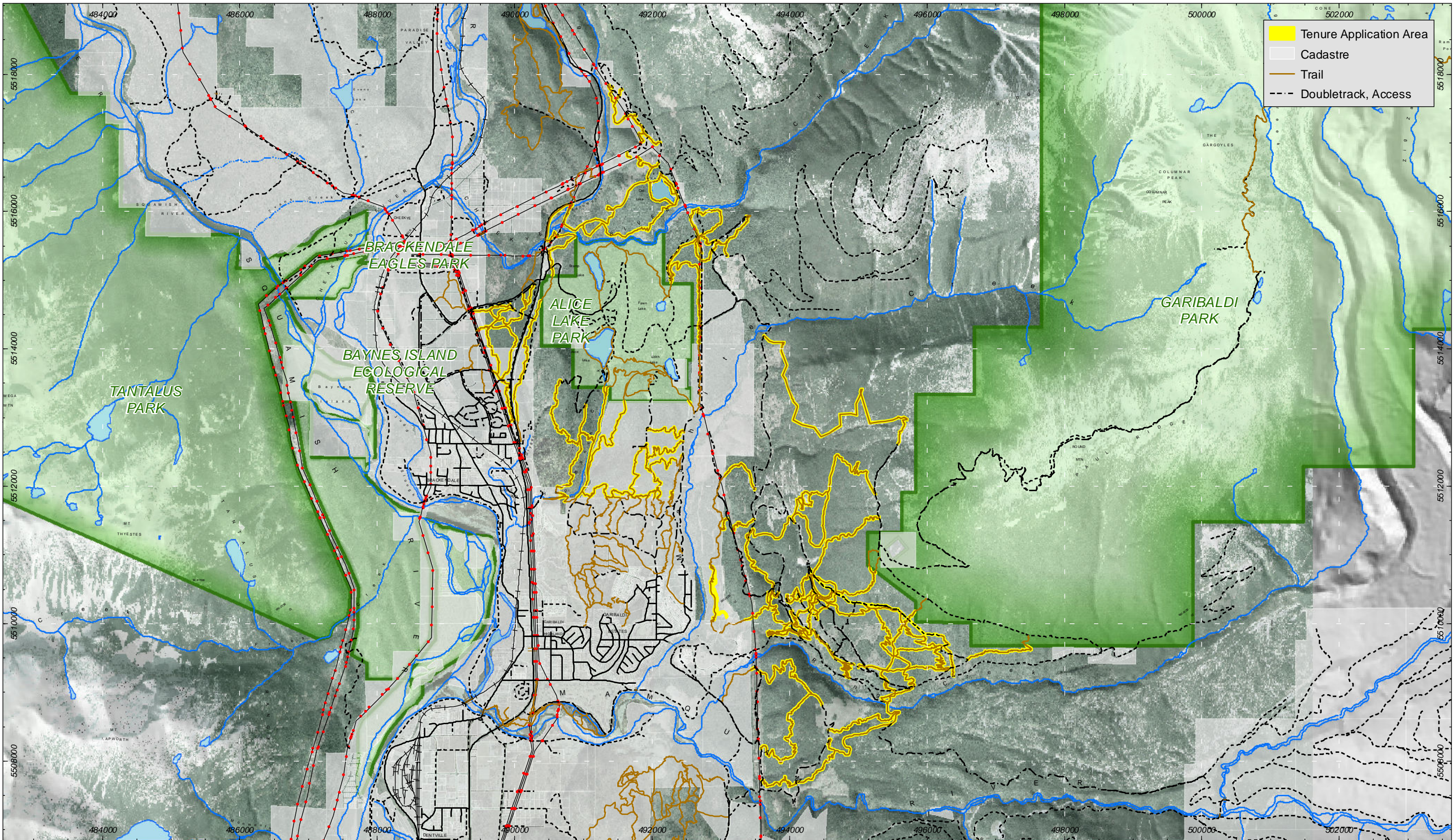
Currently, Arbutus Routes operates within the Sea to Sky Corridor and on the Sunshine Coast. The base of operations is a bike rental shop located at the base of Blackcomb Mountain at #114-4557 Blackcomb Way, Whistler, B.C. Guided mountain biking and hiking tours are offered, mainly on Whistler's extensive Valley Trail system, Lost Lake trails, and in the Whistler Mountain Bike Park. Tours on trails in Squamish and Pemberton are also offered.





In order to expand and grow business opportunities, and to offer a wider variety of trail locations to guests, Arbutus Routes proposes to increase the number of tours offered in the Squamish and Pemberton areas, and on the Sunshine Coast. Arbutus Routes also intends to offer guided tours on the North Shore, primarily in North Vancouver, but not on Crown Land.

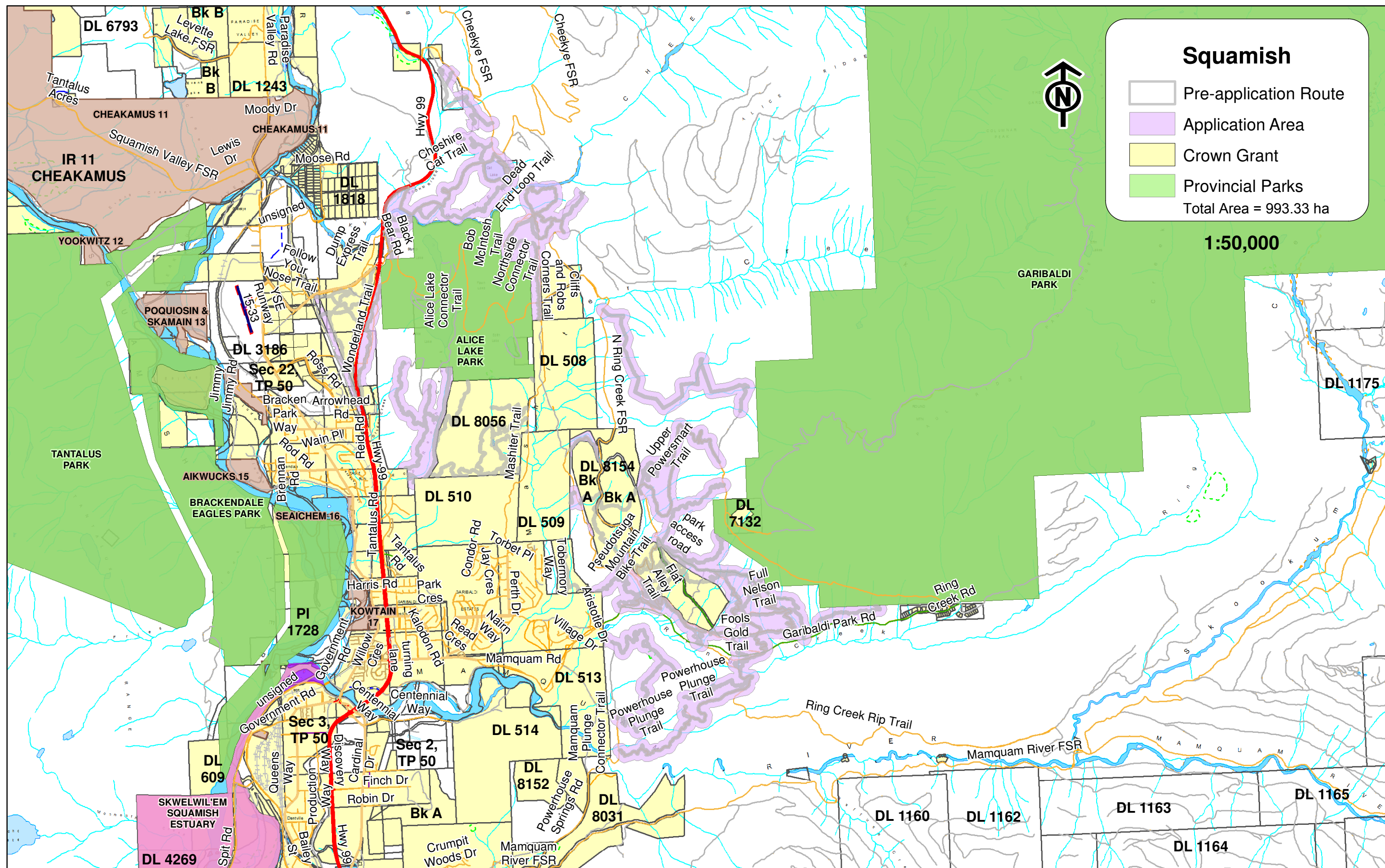
GENERAL AREA (LOCATION MAP)

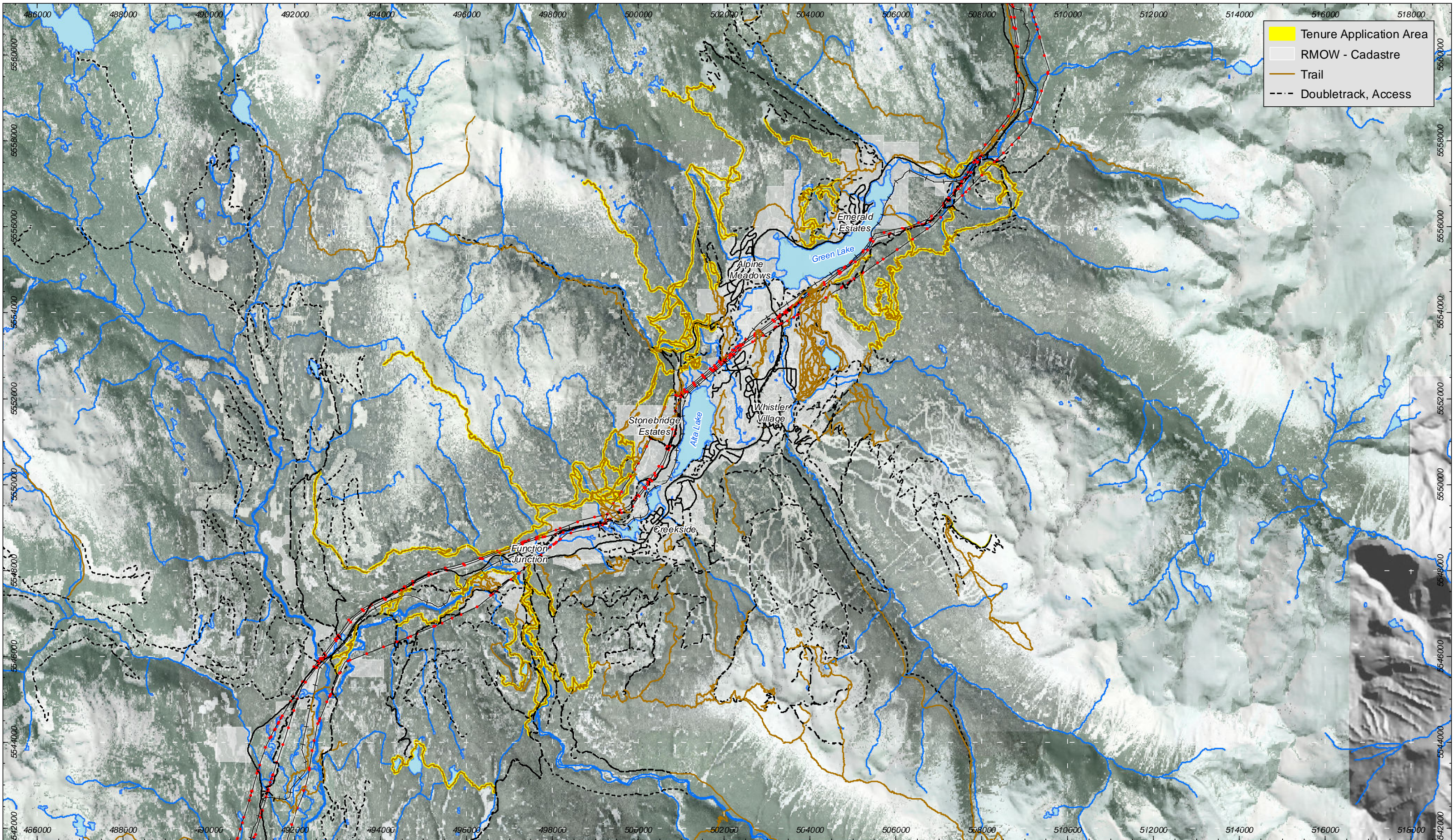




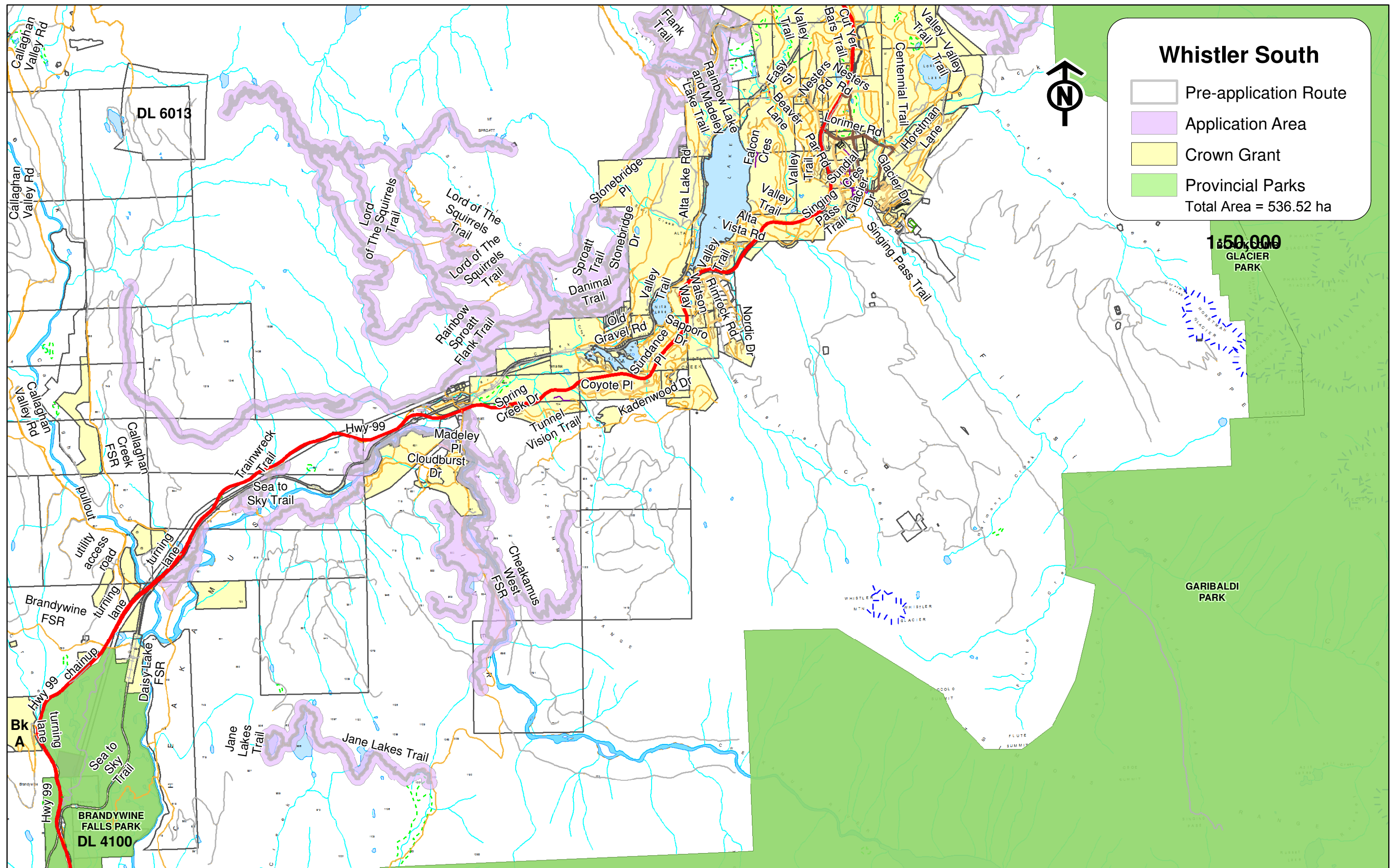


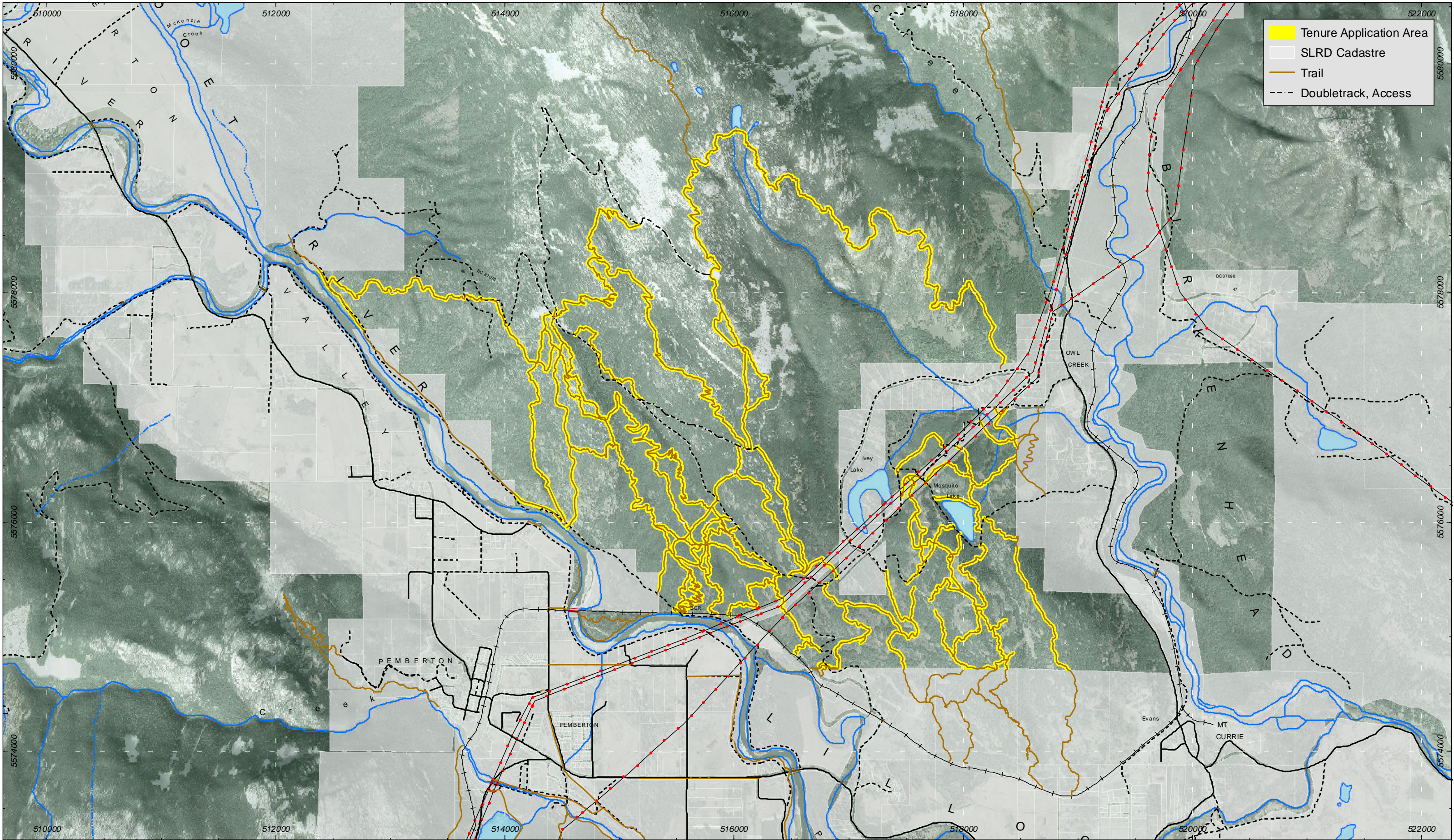
 Tenure Application Area
 Cadastre
 Trail
 Doubletrack, Access

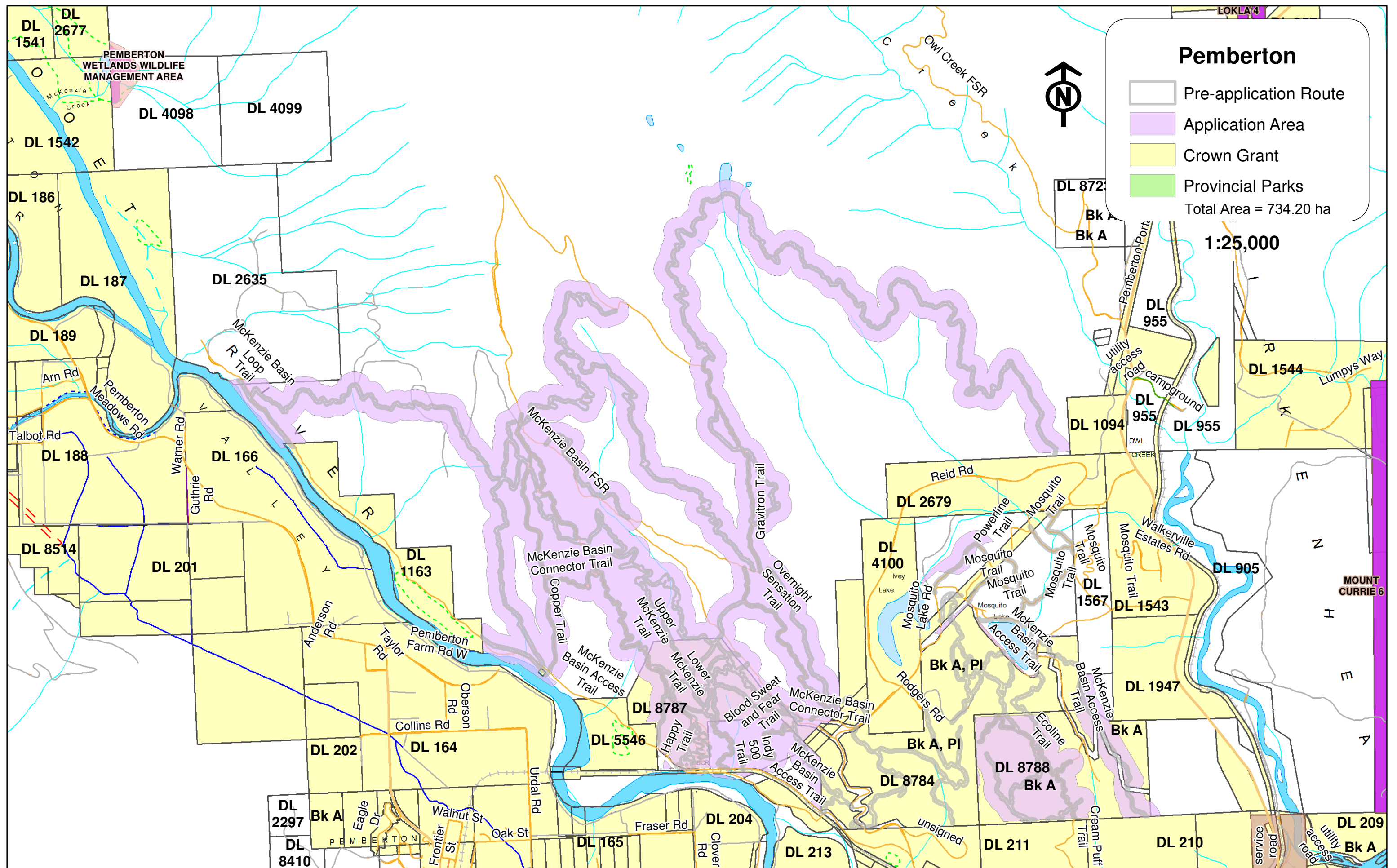




- Tenure Application Area
- RMOW - Cadastre
- Trail
- Doubletrack, Access









2.1.2 Base Operation

Arbutus Routes operates summer tours out of its retail store at #114-4557 Blackcomb Way in Whistler. This location is a full-service bike shop offering rentals, repairs, and retail sales including bikes, clothing, parts, and accessories. Administrative operations are conducted at a home office located at 8133 Cedar Springs Road in Whistler.

Summer tours starting and ending in Whistler meet at the retail store. The majority of rides leave the store by bike, but for rides further away guests are transported by truck or passenger van. Guided rides outside of the immediate Whistler area meet at the guests' accommodation or the trailhead. Winter trips meet at a restaurant in Whistler for a welcome dinner and guide/trip introductions or if starting in the morning the guides will meet the group at their accommodations.

2.1.3 Proposed Improvements

Use of existing trail systems and amenities precludes the need for development of additional facilities. No alterations other than the above trail maintenance improvements are proposed by Arbutus Routes. Potable water is carried in on an individual tour basis, existing toilet facilities on trail systems will be used, and all garbage items will be disposed of in appropriate garbage receptacles, or bagged and returned to the base of operations.

2.1.4 Access

The majority of guided tours take place on the Whistler Valley Trail system, Lost Lake trail system, or Whistler Mountain Bike Park and do not require any vehicles to transport the guests. Tours to trails further afield, such as Squamish or Pemberton, will typically require motorised transportation to access the trailhead. The guides need to drive guests occasionally hold a valid Class 4 BC Drivers License for this purpose.

2.1.5 Staff

Table 1. Staff employed by Arbutus Routes

Position	Duties	Number of Employees
Owner/Operator	<ul style="list-style-type: none"> Provides direction for the overall business and is involved in daily operations, working closely with the rest of the team. 	1- Matt Delany
Operations Manager	<ul style="list-style-type: none"> Provides leadership and staff training. Handles scheduling of staff, tours and events. Fosters relationships with sales partners and oversees all daily procedures at the bike shop. 	1- Shaun Fry
Lead Guides	<ul style="list-style-type: none"> Lead guests on the trail for guided trips and coaching. 	10- Includes some guides



	<ul style="list-style-type: none"> • Pre-trip planning including looking over guest information, weather forecasts, day plans, and equipment checks. • Handle safety of the group and teaching on the trail. 	that also work in the bike shop
Head Bike Mechanic	<ul style="list-style-type: none"> • Handles all training of mechanics • Works closely with the team on proficiency, professionalism and customer service. 	1- Steve Reid
Bike Mechanics/Shop Staff	<ul style="list-style-type: none"> • Helps customers with bike rentals, repairs and retail. • Some of the shop staff also work as guides during busy periods. 	6 - Includes some overlap with guides

2.2 Recreation Activities Offered On Crown Land

2.2.1 Description of Experience

2.2.1.1 Summer Activities

2.2.1.1.1 Hiking and Multisport Tours

Hiking trips offered by Arbutus Routes are part of multi-day trips, some of which are hiking only and some are multi-sport trips that include biking as well as hiking. Currently, hiking tours offered are primarily located in Joffre Lakes Provincial Park and Garibaldi Provincial Park. Arbutus Routes holds park permits for both of these parks for hiking and backpacking operations.

Expanding beyond the Provincial Park boundaries, Arbutus Routes proposes to lead day hiking trips on designated hiking trails that fall on Crown Land within the Sea to Sky Corridor and on the Sunshine Coast. All guides are first-aid and CPR certified (Wilderness First-Aid) and tours are operated with a 1:5 guide to guest ratio.

Guests are typically met at the Arbutus Routes storefront in Blackcomb Village, where they sign a security waiver and are given a safety briefing. Once ready, guides lead the guests to the trailhead and continue on the trail. If the trailhead is further afield, guests are transported via a 15-passenger van.

Hiking tour numbers in the Activity Report found in Table 2 do not include hiking trips operated in Provincial Parks under Arbutus Routes' Park Use Permit. The capacity figures are based on multi-day trips booked through partners, with all partners selling out all bookings.



Photo 2: Guests hiking on Whistler Mountain under Arbutus Routes' Park Use Permit

2.2.1.1.2 Biking

Biking tours offered are focused in Whistler, with the intention of expanding into Squamish and Pemberton. Whistler bike tour locations include the Valley Trail, the established mountain bike trails in the valley with a focus on the Lost Lake area due to its proximity the Arbutus Routes bike shop, and the Whistler Mountain Bike Park. Arbutus Routes has an operating agreement with Whistler Blackcomb to allow guided tours within the Whistler Mountain Bike Park.

Arbutus Routes is a member of the Professional Mountain Bike Instructors Association (PMBIA). The PMBIA trains and certifies mountain bike coaches and guides to effectively teach mountain bike riding skills in both cross-country and downhill riding environments, while guiding students safely on varying degrees of technical terrain (www.pmbia.org). Arbutus Routes guides/coaches use the principles and framework from this certification to lead guided trips and coaching sessions to achieve the guests goals. In addition to PMBIA certification, guides also hold first-aid and CPR certifications as well as a variety of other guiding certifications including International Mountain Bike Instructor Certification (IMIC), Instructor Development Program (IDP), Leave No Trace, Eco Tourism and Leadership Degrees.

For biking tours, guests are typically met at the Arbutus Routes storefront in Blackcomb Village, where they sign a security waiver, and are fit to bikes and given a safety briefing. Once ready to ride, guides lead the guests to the trailhead and continue on the trail. If the trailhead is further afield, guests are transported via a 15-passenger van.

Mountain Bike Tours listed in the Activity Report found in Table 2 include trips in municipal parks, most notably Lost Lake Park in Whistler.



Photo 3: Guests riding established singletrack mountain bike trail.

Whistler Singletrack Mountain Bike Tour

Let the locals show you the hidden spider web of single-track that makes Whistler North America's preeminent mountain bike destination. These tours are customized to the interests and abilities of each group. Ride fast rolling trails or attempt some of the world famous logs and ladders. The trails that Arbutus Routes ride on this tour are not in the Bike Park and rather take advantage of the amazing XC/All Mountain trails that line the Whistler Valley. The majority of the trips include:

- Half-day tour with one of our skills coaches.
- Dual Suspension Trail bike.
- Helmet, Bottled Water & Snacks included.
- Small group sizes (Max. 5 riders per guide).
- Daily tours; 10am and 2pm.

Squamish Singletrack Mountain Bike Tour

Resting at the end of Howe Sound sits the beautiful and often over looked valley of Squamish. With more trail options than imaginable and arguably the best trails in the Sea to Sky Corridor, Squamish is a must visit for anyone interested in the world of biking. These tours are customized to the interests and abilities of each group. Ride fast rolling trails or attempt some of the world-famous logs and ladders. This is sure to be the highlight of your vacation if you consider yourself a cyclist or have an athletic, adventurous spirit.

- Half-day tour with one of our skills coaches.
- Dual Suspension Trail bike.
- Helmet, Bottled Water & Snacks included.



- Small group sizes (Max. 5 riders per guide).
- Daily tours; 10am departure.

Whistler Scenic Valley Tour

The Whistler Scenic Valley Bike tour is a great option for families. Our bike shop offers a full range of bikes and sizes for the whole family that are included in the bike tour package. We also offer bike chariots and tag-a-long bikes for the little ones to join. Our route has been designed to take in the astonishing views of the Whistler area and provide the most enjoyable bike ride available. Your guides will stop often to point out, and interpret, the natural and cultural history evident along the route.

- Half-day tour with one of our professional guides.
- Comfort Cruiser bike.
- Helmet, Bottled Water & Snacks included.
- Small group sizes (Max. 5 riders per guide).
- Daily tours; 10am and 2pm.

Private Coaching

Skills coaching is the quickest and safest way to progress your riding skills. Join one of our experienced coaches and learn to ride smoother, faster and with more confidence. We have the huge selection of world-class trails in the Whistler valley, along with the Downhill trails of Whistler Bike Park to choose from. Ride the chair with one of experienced coaches, or simply pedal to the top. We offer this tour to cover all ability levels, with coaches experienced from beginner riders through to downhill race training; there's something for everyone!

- Half-day tour with one of our skills coaches.
- Rental bikes available.
- Daily tours; 10am and 2pm.
- Lift tickets sold separately.



ARBUTUS ROUTES

Table 2: Activity Report

Activity Report				Client Days					
Activity	Specific References on Map	Season / Frequency of Use	Typical Period of Use	Year Started	Current Year	Next Year	Year 3	Full Capacity	Year Full Capacity Reached
Mountain Biking	Sea to Sky Corridor	Summer – Daily	May – Oct	50	240	300	375	1500	2023
Hiking	Sea to Sky Corridor	Summer – Daily	May – Oct	50	30	38	48	120	2023



2.2.2 Improvements

Aside from contributing to the maintenance of the trail networks being used, no improvements are planned. Arbutus Routes is a trail sponsor and partner of WORCA, and provides funding and volunteer time for trail maintenance projects. Aside from organized volunteer trail maintenance efforts, no alterations or improvements are proposed on Crown Land by Arbutus Routes. Potable water is carried in on an individual tour basis, existing toilet facilities on trail systems will be used, and all garbage items will be disposed of in appropriate garbage receptacles, or bagged and returned to the base of operations.

2.2.3 Intensive Use Sites

There are no intensive use sites located on Crown Land associated with this Management Plan.

3 Overlap with Environmental and Cultural Values

Arbutus Routes is aware that its tour operating area is home to many species of aquatic and terrestrial wildlife. Arbutus Routes strongly supports initiatives that minimize impacts to wildlife and has developed wildlife encounter procedures for guided tours to that effect. These are aligned with the *Wildlife Guidelines for Backcountry Tourism/Commercial Recreation in British Columbia* (2006).

The tenure area requested in this application covers all existing trails on crown land in the Sea to Sky Corridor, and all existing trails on the Sunshine Coast that are outlined in the Sunshine Coast Tenure Area Map. Elevations of trails in the tenure areas range from 0 m to 2400 m above sea level. Commonly occurring vegetation types and related environmental conditions in the area are described using the biogeoclimatic ecosystem classification system widely used in BC. The application area contains the following distinct biogeoclimatic subzones:

- *CWHms1* – moist submarine Coastal Western Hemlock – southern variant
- *CWHdm* – dry maritime subzone
- *CWHds1* – dry submarine Coastal Western Hemlock – southern variant
- *CWHvm2* – very wet maritime Coastal Western Hemlock – montane variant
- *MHmm1* – moist maritime Mountain Hemlock – windward variant
- *MHmm2* – moist maritime Mountain Hemlock – leeward variant
- *IDFww* – wet warm Interior Douglas Fir
- *ESSFmw* – moist warm Engelmann Spruce-Subalpine Fir
- *CMAunp* – undifferentiated and parkland Coastal Mountain-heather Alpine
- *AT* – Alpine Tundra

Climax forests in the *CWHms1* subzone are characterized by western hemlock, Douglas-fir, western redcedar and amabilis fir. Understory species include Alaskan blueberry and well developed moss layers.

Forests in the *CWHdm* zone are dominated by Douglas-fir, western redcedar and western hemlock. Major understorey species include salal, red huckleberry, *Hylocomium splendens*, *Kindbergia oregana*, *Rhytidadelphus loreus*, and *Plagiothecium undulatum*. Less common species include dull Oregon-grape, vine maple, bracken and swordfern.

The *CWHds1* subzone is characterized by Douglas-fir, western hemlock and, to a lesser extent, western redcedar. The understory is characterized by relatively poorly developed shrub and herb layers, featuring some falsebox and small amounts of prince's pine, dull Oregon-grape and Queen's cup, and a well developed moss layer.



The *CWHvm2* subzone is dominated by western hemlock, amabilis fir, and to a lesser extent western redcedar, yellow-cedar and mountain hemlock. Major understorey species include Alaskan blueberry, five-leaved bramble, *Hylocomium splendens*, *Rhytidiadelphus loreus*, and *Rhytidiopsis robusta*

The *MHmm1* subzone is dominated by amabilis fir and mountain hemlock, and to a lesser extent yellow-cedar. Alaskan blueberry, oval leaved blueberry and *Rhytidiopsis robusta* are preminent in the understorey.

Climax forests in the *MHmm2* subzone are characterized by western hemlock, mountain hemlock and amabilis fir, with subalpine fir occurring less commonly. Understorey species include Alaskan blueberry, black huckleberry, oval-leaved blueberry, five-leaved bramble, white flowered rhododendron and mosses.

The *IDFww* subzone is dominated by Douglas-fir, with minor amounts of western hemlock and western redcedar. The understorey is characterised by a diverse mix of species including falsebox, Saskatoon, tall and dull Oregon-grape, prince's pine, birch-leaved spirea, baldhip rose, beaked hazelnut, and western trumpet honeysuckle.

Climax forests in the *ESSFmw* are dominated by subalpine fir, Engelmann spruce, and to a lesser extent amabilis fir. The understorey is dominated by black huckleberry, white-flowered rhododendron, *Pleurozium schreberi*, and *Rhytidiopsis robusta*.

The *CMA* zone is an alpine zone that occurs where the snowpack is deep and summers are moderated by maritime influences. Most of the land area is occupied by glaciers or recently exposed bare rock (MFR, 2006).

The *AT* subzone remains unclassified primarily due to its lack of forest cover. Vegetation consists of ground cover of heathers, sedges and wild flowers with occasional krummholz occurring near exposed peaks.

3.1 First Nations

Three First Nations hold Traditional Territory in the desired trail use areas: the Lil'wat (Mount Currie), Sechelt, Squamish, and Tsleil-Waututh (Ministry of Agriculture and Lands, 2008). Arbutus Routes will ensure that none of their hiking or biking activities impede First Nations' traditional use in any way. Arbutus Routes has contacted the three nations and discussions of opportunities and accommodation are ongoing.

3.2 Fish Values

Tours offered by Arbutus Routes do not include river-based activities. Hiking and guiding activities occur only on established trails that are maintained to prevent erosion and associated impacts to fish habitat. The following mitigation measures will be implemented to avoid potential adverse impacts to fish habitat:

- Ensuring guests stay on the trail and do not trample riparian vegetation.
- Ensuring guests are in compliance with Concern: Water pollution section from the *Wildlife Guidelines for Backcountry Tourism/Commercial Recreation in British Columbia*.
- At all times Arbutus Routes guides and guests will meet or exceed the *Wildlife Guidelines for Backcountry Tourism/Commercial Recreation in British Columbia*.

3.3 Wildlife Values

This section considers the following:

- Whether, where and when there are sensitive wildlife and habitat values in the proposed operating areas.

- Potential adverse effects of the operation on these values (i.e. risks).
- Mitigation options.

3.3.1 Sensitive wildlife and habitat values

In B.C., there are two bodies involved with the ranking of species and/or ecological communities at risk. At the national level, the Committee on the Status of Endangered Wildlife in Canada (COSEWIC) works under the *Species at Risk Act* (SARA), and at the provincial level, the Conservation Data Centre (CDC) manages the B.C. Status List.

SARA ranks species using the following terminology:

- Extinct (XX)
- Extirpated (XT)
- Endangered (E)
- Threatened (T)
- Special concern (SC)
- Not at risk (NAR)
- Data deficient (DD)

A species that is listed as Endangered, Extirpated or Threatened is included on the legal list under Schedule 1 of the Act and is legally protected under the Act with federal measures to protect and recover these species in effect.

The B.C. CDC designates provincial red or blue list status to animal and plant species, and ecological communities of concern (BC CDC, 2014). The red list includes indigenous species or subspecies considered to be endangered or threatened. Endangered species are facing imminent extirpation/extinction, whereas threatened groups or species are likely to become endangered if limiting factors are not reversed. The blue list includes taxa considered to be vulnerable because of characteristics that make them particularly sensitive to human activities or natural events. Although blue listed species are at risk, they are not considered endangered or threatened. Yellow listed species are all those not included on the red or blue list and may be species which are declining, increasing, common or uncommon (BC Ministry of Sustainable Resource Management, 2002).

The Sea to Sky corridor and Sunshine Coast provide potential habitat for a wide range of wildlife species. Table 1 below contains species that occur in habitat types found in the proposed tenure areas, and are blue or red listed by the CDC, or listed as endangered, threatened or of special concern by SARA.

Table 2. Rare and endangered animal species potentially occurring in the proposed tenure areas.

Scientific Name	Common Name	CDC List Status	SARA Status
<i>Accipiter gentilis laingi</i>	Northern Goshawk, <i>laingi</i> subspecies	Red	1-T
<i>Acipenser medirostris</i>	Green Sturgeon	Red	1-SC
<i>Anaxyrus boreas</i>	Western Toad	Blue	1-SC
<i>Ardea herodias fannini</i>	Great Blue Heron, <i>fannini</i> subspecies	Blue	1-SC
<i>Argia vivida</i>	Vivid Dancer	Red	
<i>Ascaphus truei</i>	Coastal Tailed Frog	Blue	1-SC

Scientific Name	Common Name	CDC List Status	SARA Status
<i>Brachyramphus marmoratus</i>	Marbled Murrelet	Blue	1-T
<i>Butorides virescens</i>	Green Heron	Blue	
<i>Callophrys eryphon sheltonensis</i>	Western Pine Elfin, <i>sheltonensis</i> subspecies	Blue	
<i>Carychium occidentale</i>	Western Thorn	Blue	
<i>Cercyonis pegala incana</i>	Common wood nymph, <i>incana</i> subspecies	Red	
<i>Cervus elaphus roosevelti</i>	Roosevelt Elk	Blue	
<i>Charina bottae</i>	Northern Rubber Boa	Yellow	1-SC
<i>Chordeiles minor</i>	Common Nighthawk	Yellow	1-T
<i>Chrysemys picta pop. 1</i>	Painted Turtle – Pacific Coast Population	Red	1-E
<i>Contia tenuis</i>	Sharp-tailed Snake	Red	1-E
<i>Contopus cooperi</i>	Olive-sided Flycatcher	Blue	1-T
<i>Corynorhinus townsendii</i>	Townsend's Big-eared Bat	Blue	
<i>Danaus plexippus</i>	Monarch	Blue	1-SC
<i>Dendragapus fuliginosus</i>	Sooty Grouse	Blue	
<i>Epargyreus clarus</i>	Silver-spotted Skipper	Blue	
<i>Epargyreus clarus californicus</i>	Skipper, <i>californicus</i> subspecies	Red	
<i>Erynnis propertius</i>	Propertius Duskywing	Red	
<i>Erythemis collocata</i>	Western Pondhawk	Blue	
<i>Eumetopias jubatus</i>	Steller Sea Lion	Blue	1-SC
<i>Euphyes vestris</i>	Dun Skipper	Red	1-T
<i>Falco peregrinus</i>	Peregrine Falcon	No Status	
<i>Falco peregrinus anatum</i>	Peregrine Falcon, <i>anatum</i> subspecies	Red	1-SC
<i>Gulo gulo</i>	Wolverine	No Status	
<i>Gulo gulo luscus</i>	Wolverine, <i>luscus</i> subspecies	Blue	
<i>Haliotis kamtschatkana</i>	Northern Abalone	Red	1-T
<i>Hesperia Colorado</i>	Western Branded	Red	

Scientific Name	Common Name	CDC List Status	SARA Status
<i>oregonia</i>	Skipper, <i>oregonia</i> subspecies		
<i>Hirundo rustica</i>	Barn Swallow	Blue	
<i>Megascops kennicottii</i>	Western Screech-Owl	No Status	
<i>Megascops kennicottii kennicottii</i>	Western Screech-Owl, <i>kennicottii</i> subspecies	Blue	1-SC
<i>Monadenia fidelis</i>	Pacific Sideband	Blue	
<i>Myotis keenii</i>	Keen's Myotis	Blue	3
<i>Nearctula sp.1</i>	Threaded Vertigo	Red	1-SC
<i>Oncorhynchus clarkii clarkii</i>	Cutthroat Trout, <i>clarkii</i> subspecies	Blue	
<i>Pachydiplax longipennis</i>	Blue Dasher	Blue	
<i>Parnassius clodius claudianus</i>	Clodius Parnassian, <i>claudianus</i> subspecies	Blue	
<i>Parnassius clodius pseudogallatinus</i>	Clodius Parnassian, <i>pseudogallatinus</i> subspecies	Blue	
<i>Patagioenas fasciata</i>	Band-tailed Pigeon	Blue	1-SC
<i>Pekania pennanti</i>	Fisher	Blue	
<i>Phalacrocorax auritus</i>	Double-crested Cormorant	Blue	
<i>Progne subis</i>	Purple Martin	Blue	
<i>Rana aurora</i>	Northern Red-legged Frog	Blue	1-SC
<i>Salvelinus confluentus</i>	Bull Trout	Blue	
<i>Salvelinus confluentus – coastal lineage</i>	Bull Trout – Coastal Lineage	Blue	
<i>Sorex bendirii</i>	Pacific Water Shrew	Red	1-E
<i>Strix occidentalis</i>	Spotted Owl	Red	1-E
<i>Sympetrum vicinum</i>	Autumn Meadowhawk	Blue	
<i>Tanypteryx hageni</i>	Black Petaltail	Blue	
<i>Ursus arctos</i>	Grizzly Bear	Blue	

Source: Conservation Data Centre for the Squamish Forest District (BC CDC, 2015)

The CDC also tracks rare and endangered ecological communities in the province of British Columbia. The CDC list primarily applies to large, relatively intact sites with mature and old growth communities.

Table 2 below outlines rare and endangered ecological communities that potentially occur in the proposed tenure areas.

Table 3. Rare and endangered ecological communities potentially occurring in the proposed tenure areas.

Scientific Name	Common Name	CDC List Status
<i>Abies amabilis</i> - <i>Picea sitchensis</i> / <i>Oplopanax horridus</i>	amabilis fir - Sitka spruce / devil's club	Blue
<i>Abies amabilis</i> - <i>Thuja plicata</i> / <i>Gymnocarpium dryopteris</i>	amabilis fir - western redcedar / oak fern	Blue
<i>Abies amabilis</i> - <i>Thuja plicata</i> / <i>Oplopanax horridus</i> Moist Submaritime	amabilis fir - western redcedar / devil's club Moist Submaritime	Blue
<i>Carex sitchensis</i> / <i>Sphagnum</i> spp.	Sitka sedge / peat-mosses	Red
<i>Equisetum fluviatile</i> - <i>Carex utriculata</i>	swamp horsetail - beaked sedge	Blue
<i>Eriophorum angustifolium</i> - <i>Carex limosa</i>	narrow-leaved cotton-grass - shore sedge	Blue
<i>Leymus mollis</i> ssp. <i>mollis</i> - <i>Lathyrus japonicus</i>	dune wildrye - beach pea	Red
<i>Picea sitchensis</i> / <i>Rubus spectabilis</i> Dry	Sitka spruce / salmonberry Dry	Red
<i>Picea sitchensis</i> / <i>Rubus spectabilis</i> Moist Submaritime	Sitka spruce / salmonberry Moist Submaritime	Red
<i>Populus trichocarpa</i> - <i>Alnus rubra</i> / <i>Rubus spectabilis</i>	black cottonwood - red alder / salmonberry	Blue
<i>Populus trichocarpa</i> / <i>Salix sitchensis</i>	black cottonwood / Sitka willow	Blue
<i>Populus trichocarpa</i> / <i>Salix sitchensis</i> - <i>Rubus parviflorus</i>	black cottonwood / Sitka willow - thimbleberry	Red
<i>Populus trichocarpa</i> / <i>Salix</i> spp. Dry Submaritime	black cottonwood / willows Dry Submaritime	Blue
<i>Pseudotsuga menziesii</i> / <i>Acer glabrum</i> / <i>Prosartes hookeri</i>	Douglas-fir / Douglas maple / Hooker's fairybells	Red
<i>Pseudotsuga menziesii</i> - <i>Pinus contorta</i> / <i>Arctostaphylos uva-ursi</i> Dry Submaritime	Douglas-fir - lodgepole pine / kinnikinnick Dry Submaritime	Red
<i>Pseudotsuga menziesii</i> - <i>Pinus contorta</i> / <i>Arctostaphylos uva-ursi</i> Moist Submaritime	Douglas-fir - lodgepole pine / kinnikinnick Moist Submaritime	Blue
<i>Pseudotsuga menziesii</i> - <i>Pinus contorta</i> / <i>Holodiscus discolor</i> / <i>Cladina</i> spp.	Douglas-fir - lodgepole pine / oceanspray / reindeer lichens	Red
<i>Pseudotsuga menziesii</i> / <i>Polystichum</i>	Douglas-fir / sword fern	Blue



ARBUTUS ROUTES

Scientific Name	Common Name	CDC List Status
<i>munitum</i>		
<i>Pseudotsuga menziesii</i> - <i>Thuja plicata</i> / <i>Corylus cornuta</i>	Douglas-fir - western redcedar / beaked hazelnut	Blue
<i>Pseudotsuga menziesii</i> - <i>Tsuga heterophylla</i> / <i>Gaultheria shallon</i> Dry Maritime	Douglas-fir - western hemlock / salal Dry Maritime	Blue
<i>Pseudotsuga menziesii</i> - <i>Tsuga heterophylla</i> / <i>Paxistima myrsinites</i>	Douglas-fir - western hemlock / falsebox	Blue
<i>Salix sitchensis</i> / <i>Carex sitchensis</i>	Sitka willow / Sitka sedge	Blue
<i>Thuja plicata</i> / <i>Carex obnupta</i>	western redcedar / slough sedge	Blue
<i>Thuja plicata</i> / <i>Lonicera involucrata</i>	western redcedar / black twinberry	Red
<i>Thuja plicata</i> / <i>Oplopanax horridus</i>	western redcedar / devil's club	Red
<i>Thuja plicata</i> / <i>Polystichum munitum</i> Dry Maritime	western redcedar / sword fern Dry Maritime	Blue
<i>Thuja plicata</i> / <i>Rubus spectabilis</i>	western redcedar / salmonberry	Red
<i>Thuja plicata</i> / <i>Tiarella trifoliata</i> Dry Maritime	western redcedar / three-leaved foamflower Dry Maritime	Blue
<i>Thuja plicata</i> - <i>Picea sitchensis</i> / <i>Lysichiton americanus</i>	western redcedar - Sitka spruce / skunk cabbage	Blue
<i>Thuja plicata</i> - <i>Pseudotsuga menziesii</i> / <i>Acer circinatum</i>	western redcedar - Douglas-fir / vine maple	Blue
<i>Thuja plicata</i> - <i>Tsuga heterophylla</i> / <i>Polystichum munitum</i>	western redcedar - western hemlock / sword fern	Blue
<i>Tsuga heterophylla</i> - <i>Abies amabilis</i> / <i>Blechnum spicant</i>	western hemlock - amabilis fir / deer fern	Blue
<i>Tsuga heterophylla</i> - <i>Abies amabilis</i> / <i>Hylocomium splendens</i>	western hemlock - amabilis fir / step moss	Blue
<i>Tsuga heterophylla</i> / <i>Acer circinatum</i> - <i>Paxistima myrsinites</i>	western hemlock / vine maple - falsebox	Blue
<i>Tsuga heterophylla</i> / <i>Buckiella undulata</i>	western hemlock / flat-moss	Blue
<i>Tsuga heterophylla</i> / <i>Clintonia uniflora</i>	western hemlock / queen's cup	Red
<i>Tsuga heterophylla</i> - <i>Pseudotsuga menziesii</i> / <i>Eurhynchium oreganum</i>	western hemlock - Douglas-fir / Oregon beaked-moss	Red
<i>Tsuga heterophylla</i> - <i>Pseudotsuga menziesii</i> / <i>Rhytidiadelphus triquetrus</i>	western hemlock - Douglas-fir / electrified cat's-tail moss Dry	Red



Scientific Name	Common Name	CDC List Status
Dry Submaritime 1	Submaritime 1	
<i>Tsuga heterophylla</i> - <i>Thuja plicata</i> / <i>Blechnum spicant</i>	western hemlock - western redcedar / deer fern	Red
<i>Tsuga heterophylla</i> - <i>Thuja plicata</i> / <i>Gaultheria shallon</i> Very Wet Maritime	western hemlock - western redcedar / salal Very Wet Maritime	Blue

Source: Conservation Data Centre for the Squamish Forest District (BC CDC, 2015)

3.3.2 Potential adverse effects

Arbutus Routes activities are restricted to vehicle access on existing roads and walking or biking on existing trails. The proposed tenure areas experience considerable commercial and public recreational use, and Arbutus Routes' activities are unlikely to present any significant additional disruption or loss of habitat in the area. However, hiking and biking activities do have the potential to disturb wildlife and ecological communities in the vicinity of the trail. Arbutus Routes will protect blue and red listed ecological communities potentially occurring in proximity to tour routes by ensuring that guests stay on the trail and avoid harming plants and trees. The mitigation methods and Wildlife Avoidance Response Protocol outlined in the following section will be adhered to at all times on Arbutus Routes' tours.

3.3.3 Mitigation

Efforts to mitigate any potential adverse impacts to wildlife values will include the following:

- Guides will be trained in and able to implement the Desired Behaviours from the Direct Disturbance of Wildlife section of the *Wildlife Guidelines for Backcountry Tourism/Commercial Recreation in British Columbia*.
- Guides will be trained in detecting and aware of the potential for young (nesting birds, bears, etc) in the spring and take measures to avoid disturbing wildlife during excursions.
- Guides will be trained in and able to take measures to protect guests in case large wildlife is encountered (i.e. American black bear, *Ursus americanus*).
- As part of their pre-hike briefing, guests will be made aware of the potential for disturbance of wildlife (i.e. going off trail, loud noises, food attractants, etc) and of appropriate behaviour when wildlife is spotted, including ensuring personal safety when encountering larger wildlife.
- At all times Arbutus Routes staff and guests will meet or exceed the *Wildlife Guidelines for Backcountry Tourism/Commercial Recreation in British Columbia*.

Bear Management

This management plan is intended to prevent negative effects to bears that may result from operational activities associated with Arbutus Routes. Black bears are abundant in the proposed tenure areas, and grizzly bears may also be sighted in these areas. In recognition of the work underway to establish the RMOW as a Bear Smart Community, Arbutus Routes will employ management practices identified by the Whistler Black Bear Working Group (WBBWG). The WBBWG is comprised of representatives from RMOW, Ministry of Environment, BC Conservation Officer Service, Get Bear Smart Society, Whistler-Blackcomb Mountain and the RCMP and has been actively overseeing Black Bear conservation, education and management in Whistler since 2001.

Bear management objectives related to operational activities of Arbutus Routes include:

- Establishing protocols for containing human-food bear attractants, including recycling
- Establishing protocol for response to black bear encounters



- Ensuring compliance with Provincial Wildlife Act provisions regarding attractants and feeding of dangerous wildlife
- Ensuring that guides carry, and can safely use, airhorns and bear spray

Human-bear conflicts can lead to human injury and destruction of bears. Both of these outcomes can be avoided through the containment of human food and other bear attractants, and by using encounter-prevention strategies. Bear attractants include food garbage and food/drink recycling receptacles, as well as natural food sources such as berries. Arbutus Routes guides will ensure that all garbage and recycling is disposed of in approved bear proof containers, or returned to Whistler for appropriate disposal.

Arbutus Routes will provide a qualified training program to instruct guides on how to respond to, and report, bear sightings and how to avoid negative encounters with bears. Information on how to respond to bear sightings, and the importance of containing and properly disposing of bear attractants, will be passed on to clients during a pre-tour briefing.

Wildlife Avoidance Response Protocol (WARP)

To ensure minimal disturbance to wildlife, wildlife avoidance strategies are employed as appropriate. A policy of avoidance/withdrawal will be in effect for all wildlife encounters with all species of concern in order to minimize the effects of Arbutus Routes' activities in the proposed tenure areas.

A Wildlife Avoidance Response Protocol (WARP) will be initiated by staff on sighting a moose, a black or grizzly bear, or any other large mammal on the trail. This initiative corresponds to guidelines put forth by the Ministry of Environment in *Wildlife Guidelines for Backcountry Tourism/Commercial Recreation in British Columbia, May 2006*.

A WARP is initiated on sighting a large mammal within a minimum 50 m buffer (or as constrained by habitat). When a large mammal is observed within 50 m of approaching tours, the tour group will halt at a distance and not approach the animal. The group will take a wide detour or leave the area immediately. If the animal is in close proximity to the group or acting aggressively, guides and clients will be trained to put a tree, or something solid, between the animal and themselves (as recommended by the Alaska Department of Fish and Game).

Guides should be aware that a single animal may be accompanied by young on either side of the trail and avoid unintentionally intercepting young attempting to reunite with an adult female. If in close proximity to the bear, guides and clients will be trained to remain calm, keep the bear in view, avoid direct eye contact and move away without running.

In addition, staff will adhere to the following BC government safety guide to bears in the wild:

- Avoid conflict by practicing prevention.
- Be alert.
- Look for signs of recent bear activity. These include droppings, tracks, evidence of digging, and claw or bite marks on trees.
- Make your presence known by talking loudly, clapping, singing, or occasionally calling out. Some people prefer to wear bells. Whatever you do, be heard! It doesn't pay to surprise a bear.
- Keep children close at hand and within sight.
- Photographing bears can be dangerous. Use a long-range telephoto lens.
- There is no guaranteed minimum safe distance from a bear - the further, the better.
- Stay away from dead animals. Bears may attack to defend such food.



3.4 Water Values

Tours offered by Arbutus Routes do not include river-based activities. Hiking and guiding activities occur only on established trails that are maintained to prevent erosion and associated impacts to water values. The following mitigation measures will be implemented to avoid potential adverse impacts to water values:

- Ensuring guests stay on the trail and do not trample riparian vegetation.
- Ensuring guests are in compliance with Concern: Water pollution section from the *Wildlife Guidelines for Backcountry Tourism/Commercial Recreation in British Columbia*.
- At all times Arbutus Routes guides and guests will meet or exceed the *Wildlife Guidelines for Backcountry Tourism/Commercial Recreation in British Columbia*.

4 Overlap with Existing Use

4.1 Mineral Tenure

I acknowledge that mineral tenures in the proposed tenure areas may overlap with my area of use and understand that I may have to coordinate access and activities with the tenure holders. I further acknowledge that additional mineral tenures may be located in my area of use in the future and that I may have to coordinate access and activities with the tenure holders.

Signed: _____

4.2 Timber Tenure and Forest Use

I acknowledge that timber tenures in the proposed tenure areas may overlap with my area of use and understand that I may have to coordinate access and activities with the tenure holders. I further acknowledge that additional timber tenures may be located in my area of use in the future and that I may have to coordinate access and activities with the tenure holders.

Signed: _____



4.3 Land Use Planning, Local or Regional Zoning Requirements

Arbutus Routes has a current partnership with Whistler/Blackcomb to run mountain bike tours/coaching in the Whistler Bike Park. These are small group tours and estimate that there were only 20 client days in the bike park in 2014. In many cases Arbutus Routes refers the business to Whistler/Blackcomb and they operate the tours directly.

Arbutus Routes also holds Provincial Park Use Permits for hiking/backpacking in Joffre and Garibaldi Park (Appendix 1).

Arbutus Routes' proposed tenure area falls within the Sea to Sky Land and Resource Management Plan (LRMP). There are no overlaps with special designations for conservation or cultural management, and the activities described herein are all approved uses under the LRMP.

I acknowledge that my areas of use may overlap with a commercial recreation tenure and/or heli skiing territory. I understand that I am required to contact these tenure holders and have them complete an Operator Input Form. I will receive this information from the regional MFLNRO office.

Signed: _____



Literature Cited

BC Ministry of Forests and Range. 2006. The Ecology of the Alpine Zones. Accessed January 21, 2015. http://www.for.gov.bc.ca/hre/becweb/Downloads/Downloads_SubzoneReports/CMA.pdf

BC Ministry of Agriculture and Lands. April 2008. Sea to Sky Land and Resource Management Plan.

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – April 11, 2019

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

SUBJECT: PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT – 2019 Q1 REPORT

RECOMMENDATION

THAT the report titled Planning and Community Development Department – 2019 Q1 Report be received.

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) 2019: January 1 to March 31, 2019.

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

PLANNING AND DEVELOPMENT DIVISION

Regional Planning [500]

Key projects in Q1 included:

- Collaboration with Vancouver Coast Health, member municipalities and other key organizations on an application to recently-announced childcare planning grant program. With District of Sechelt as the lead application (and SCRD as a committed partner), the Sunshine Coast Region was awarded grant support of \$67,150. Staff are prepared to support this project with in-kind resources as described in previous staff reports.
- Analysis of the draft Regional Inter-Jurisdictional Invasive Plant Management Strategy for the Sunshine Coast. The consultant-prepared draft followed intergovernmental and inter-agency dialogue and with support from a provincial grant. A staff report with detailed analysis is planned for Q2 2019.
- Staff requested information about the MOTI Highway 101 Corridor Study. Ministry staff confirm that an operational review of the performance of the highway and needs/opportunities for improvements from Langdale to the east (Sechelt end) intersection with Redroofs is planned. MOTI has and will consider current and past SCRD plans including OCPs, Integrated Transportation Study, Transit Future Plan, Trails Strategy, We Envision, etc. The Ministry also has correspondence from the SCRD Board from 2008-2019 on issues relating to the highway, road safety and active transportation. Results of the study are anticipated mid-2019.

Rural Planning [504]

Key projects in Q1 included:

- Zoning Bylaw 310 Review –The questionnaire was published in March and is open until mid-April. A strong response has been received to date and the feedback will be used in the drafting of the new bylaw. Planning staff continue to work with the Planning Consultants, Arlington Group on review of policy areas to be included in the draft bylaw.
- Short Term Rental Accommodations –Two public information meetings were held in February and staff continue to review public feedback and potential regulatory options. Questions pertaining to specific regulatory options are included within the Zoning Bylaw 310 questionnaire.

OPERATIONS

Development Applications Statistics

Applications Received	Area A	Area B	Area D	Area E	Area F	Areas B, D, E, F	Q1 2019
Development Permit	10		5	3	2		20
Development Variance Permit	1		1		2		4
Subdivision	1			3			4
Rezoning/OCP	2		2			1*	5
Board of Variance			1				1
Agricultural Land Reserve					1		1
Frontage Waiver		1					1
Total	14	1	9	6	5	1	36

* Tiny Home Pilot Project TUP

There were 36 Development Applications received in Q1 2019 compared to 27 in Q1 2018.

- The 2018 total for Development Applications was 88.
- 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

Referrals	DoS	ToG	SIGD	Isld Trst	SqN	Province	Other*	Q1 2019
Referrals						5	1*	6

* BC Timber Sales 5-year Operating Plan Referral received March 29, 2019. To be reviewed in Q2 as per Communication Protocol.

There were 6 Referrals received in Q1 2019 compared to 5 in Q1 2018.

- The 2018 total for Referrals was 24.
- 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

BP Review	Area A	Area B	Area D	Area E	Area F	Q1 2019
Building Permit Reviews by Planning	8	9	11	7	9	44

There were 44 Building Permit Reviews completed in Q1 2019 compared to 63 in Q1 2018.

- The 2018 total for Building Permit Reviews was 254.
- The 2017 total for Building Permit Reviews was 241.
- The 2016 total for Building Permit Reviews was 293.
- The 2015 total for Building Permit Reviews was 215.

Development Applications Revenue

Revenue Stats	Area A	Area B	Area D	Area E	Area F	Q1 2019
DP	\$4,100		\$2,500	\$1,000	\$1,000	\$8,600
DVP	\$500		\$500		\$500	\$1,500
Subdivision						
Rezoning/OCP	\$4,275		\$2,900			\$7,175
BoV			\$500			\$500
ALR					\$1,500	\$1,500
Total	\$8,875		\$6,400	\$1,000	\$3,000	\$19,275

Development Applications revenue was \$19,275 in Q1 2019 compared to \$22,620 in Q1 2018.

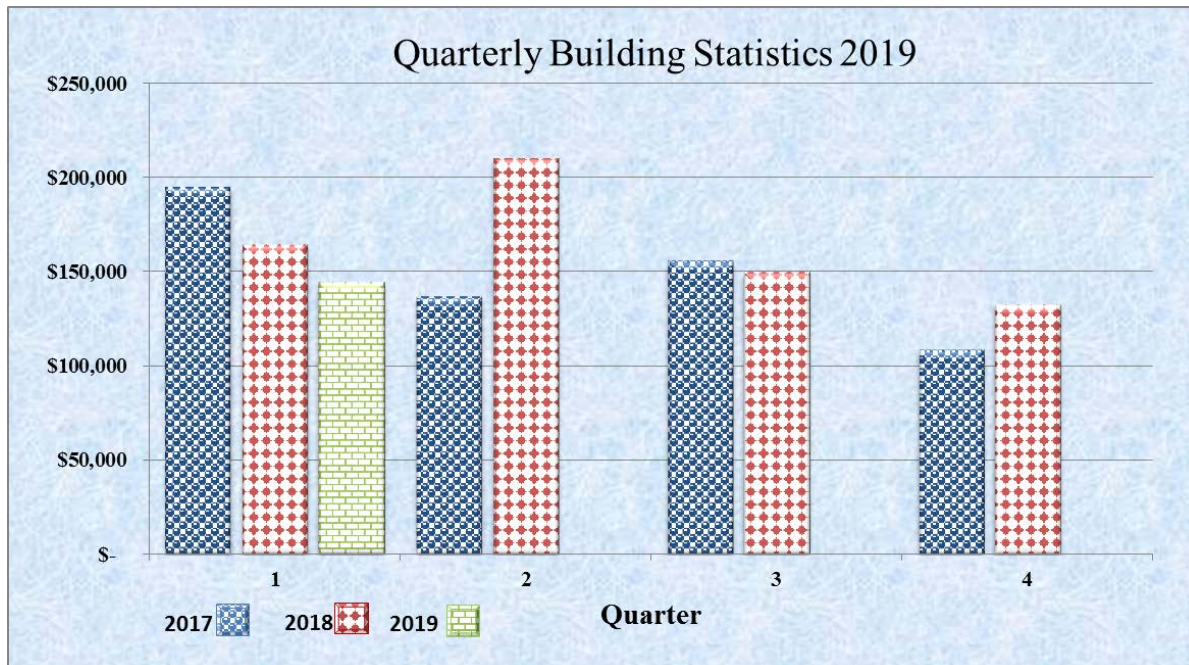
- The 2018 total for Development Applications revenue was \$69,402.
- The 2017 total for Development Applications revenue was \$63,360.
- The 2016 total for Development Application revenue was \$54,505.

BUILDING DIVISION

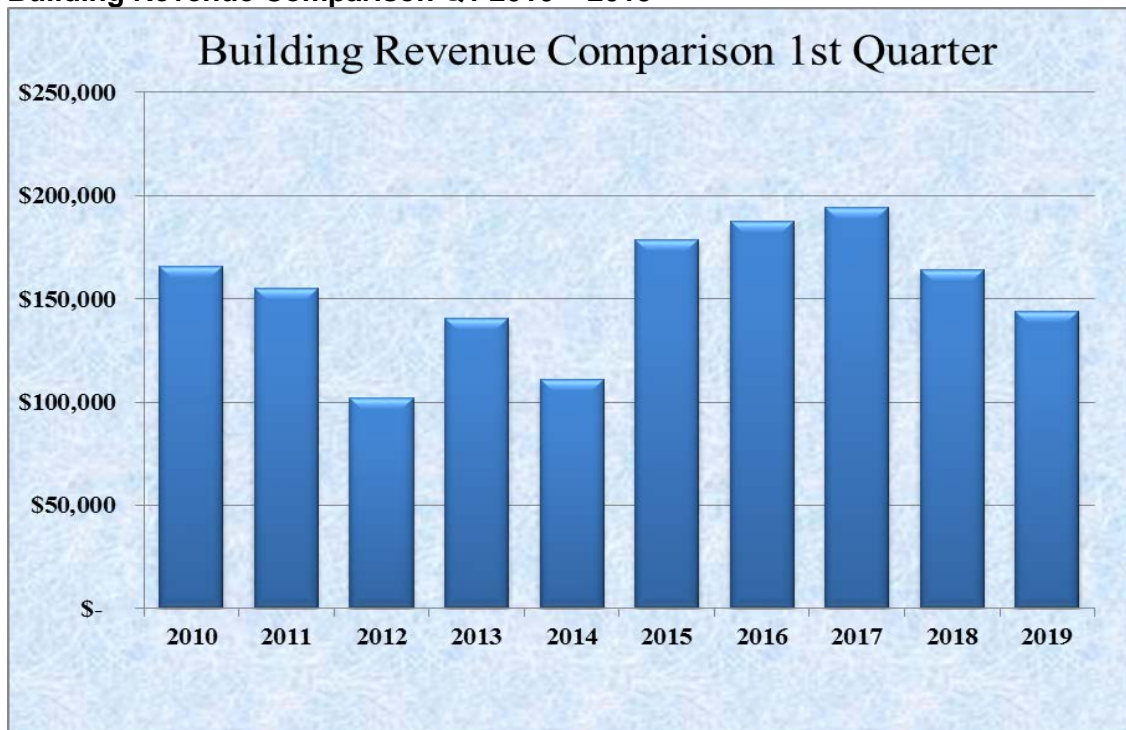
The roll out of the 2018 BC Building Code has been implemented without disruptions or increased costs to the Construction Industry within the Sunshine Coast Regional District.

Construction activity for Q1 2019 reflects the typical seasonal slowdown. The number of inquiries received through the Building Division regarding the building permit process indicates relatively strong construction activity through the remainder of the year.

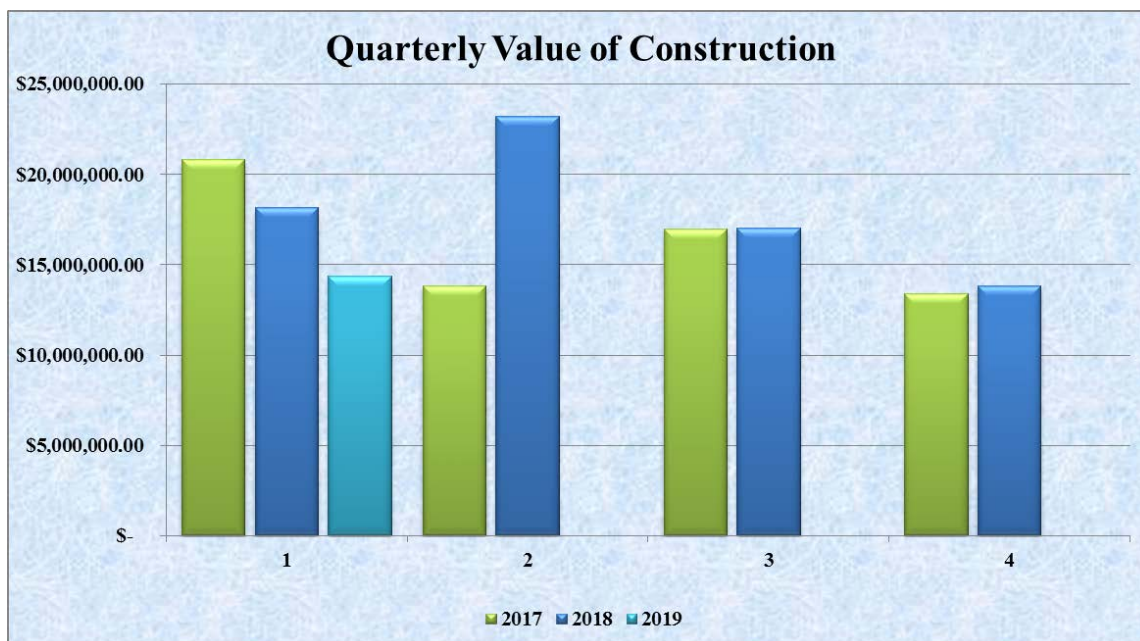
Quarterly Building Statistics Comparison 2017 - 2019



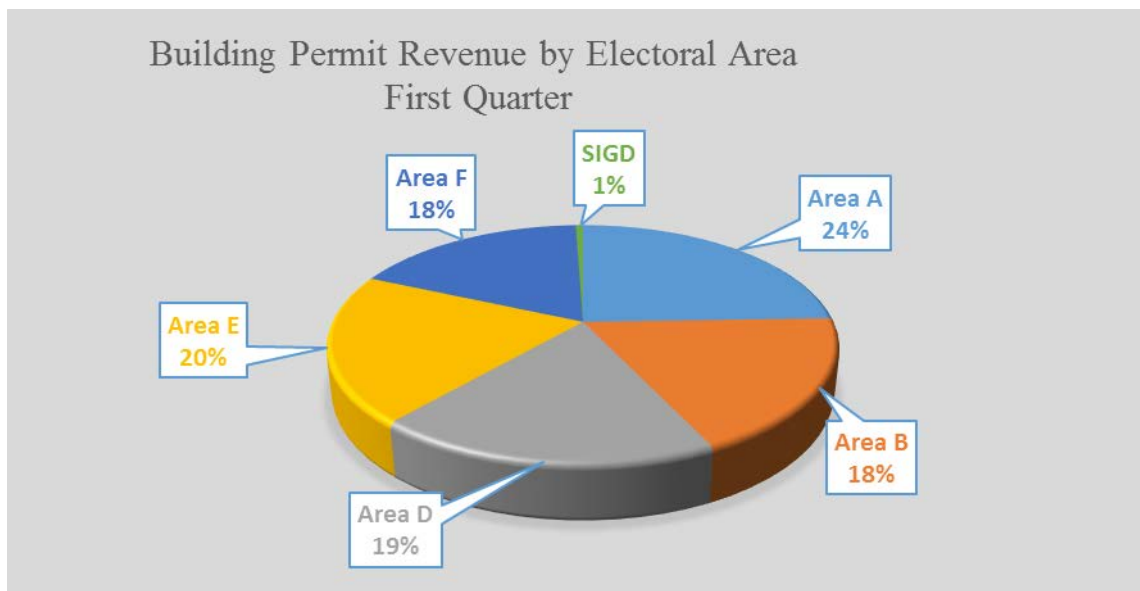
Building Revenue Comparison Q1 2010 – 2019



Quarterly Value of Construction Yearly Comparison 2017 – 2019



Building Permit Revenue by Electoral Area – Q1 2019



PORTS AND DOCKS DIVISION

OPERATIONS

In Q1 2019 staff prepared to move forward with routine maintenance and minor repairs through a contracted service provider. Seasonal work, including remaining items from December 2018 storms, began late Q1 and will continue in early Q2.

Hopkins Landing port was used on March 26, 2019 during the BC Ferries Langdale terminal incident/closure as a passenger ferry and shuttle bus connection. Coordination between BC Ferries staff, SCRD Transit and POMO ensured that operation went smoothly.

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.

In Q1 2019, POMO was helpful in gathering feedback on planned capital projects including project design, timing and local service considerations.

Staff provided updates to POMO around the March 26, 2019 BC Ferries Langdale terminal incident.

MAJOR PROJECTS

- Ports load ratings and safety assessment contract was awarded to Herold Engineering in Q4. Reports were received in Q1 and are being reviewed by staff. A summary analysis is planned to be provided in Q2. Input from POMO will be sought.
- Construction tender(s) for capital projects were developed in Q1 2019. Release of the first tender is planned for Q2.

FACILITY SERVICES DIVISION

Building Maintenance [313]

Building Maintenance Tickets	Jan 1 – Mar 31
Tickets received	86
Tickets resolved	75
Open (unresolved) tickets as of Dec 31 st	22

Late winter/pre-warm weather preventative maintenance completed at a range of SCRD facilities.

Recreation Facilities [613]

Preparation for capital projects, completion of regulatory order work and planning for 2019 annual maintenance shutdowns underway.

All WorkSafeBC regulatory orders at GACC have been addressed with a confirmation letter received.

Planned ice plant work at SCA will address WorkSafeBC orders at that facility. Engineering for required plant work completed in Q1, with construction tendering underway.

Progress continues on Technical Safety BC orders at both facilities.

PARKS DIVISION

Cemeteries [400]

Q1 Statistics – Jan 1 to Mar 31

	2019 Q1	2018 Q1	2019 Q1	2018 Q1
Service	Burials	Burials	Cremations	Cremations
Plots Sold	2	13	1	4
Niches Sold	N/A	N/A	0	0
Interments	2	4	3	4
Inurnments (Niche)	N/A	N/A	0	0

- Seasonal maintenance duties and winter clean-up took place at all cemetery properties

Parks [650]

PROJECTS

Parks, Trails and Beach Access

Key maintenance and repair activities:

- Seasonal operations and maintenance/winter cleanup of all parks in progress
- Storm damage cleanup at all parks (high tides, winds and precipitation)
- Snow removal and de-icing (application of salt in snow conditions, below freezing temperatures) on all priority parks during inclement weather
- Anti-slip protection installed and replaced on bridges where required
- Decking removed and replaced on the Blackburn bridge
- Truman Road stairs and handrail decommissioning, removal and site cleanup
- Engineering assessments of bridge infrastructure at Lions Field and Vinebrook
- Replacement of timber decking and brow logs/barriers at Lions Field access bridge
- Installation of barrier fencing and restrictive public safety messaging at the slide located in the drainage adjacent to Grantham's Hall in Grantham's Landing. Staff have referred the matter to MOTI and are monitoring the area
- First round of annual Esperanza road maintenance, including the addition of gravel crush capping and grading
- Trail clearing, maintenance and inspections completed in Electoral Area D. Stairs reconstruction, new trail construction and user safety improvements to the Doris connector trail in Area D complete
- Trail culvert replacement at 9th Street and Ocean Beach Esplanade
- Repairs to Cliff Gilker Park wheelchair/accessable viewing platform
- Technical trail feature modification to enhance user experience and safety at Sprockids park
- Exploring community partnership options for the maintenance and development of mountain bike trails and associated infrastructure at Sprockids Park
- Replacement of sections of the playground border at Cliff Gilker Park
- Installation/repairs to boardwalks on trails at Cliff Gilker Park
- Post installation and drainage correction on the Lohn Hart connector trail in Halfmoon Bay
- A new contract awarded to Nutrien Solutions for the supply of fertilizers required at all SCRD sports fields

Sports Fields

Number of bookings per sports field in 2019 Q1 compared to 2018 Q1 bookings:

Sports Field	2019 Q1 Bookings	2018 Q1 Bookings
Lions Field	39	37
Cliff Gilker	181	192
Connor Park	65	103
Maryanne West	64	26
Shirley Macey Park	130	86

- Slicing, cutting and fertilizing of Pender Harbour (Lions), Cliff Gilker Park, Shirley Macey Park and Connor Park sports fields complete
- Currently developing a scope of work and procurement package for the sports field groundwater efficiency investigation project

Community Halls

Number of bookings in Community Halls in 2019 Q1 compared to 2018 Q1 bookings:

Community Hall	2019 Q1 Bookings	2018 Q1 Bookings
Eric Cardinall	35	50
Frank West Hall	52	62
Coopers Green	41	42
Chaster House	38	44

- Septic tanks were pumped out at Cliff Gilker, Chaster House
- Improvements to the Pender Harbour Ranger Station pre-school kitchen area complete (New cupboards, counter tops, faucet, plumbing, etc.)
- New heating improvements in the reading center and preschool performed exceptionally well during the winter weather

Dakota Ridge [680]

- The Dakota Ridge facility was closed for the season on April 1, 2019.
- 40 volunteers contributed approximately 1,400 hours to volunteer trail hosting and ski trail grooming during the 2018-2019 winter recreation season.
- The Dakota Ridge Nordics (a community volunteer program) had 110 children participate in their nationally-certified learning to ski program. The Dakota Ridge Nordics recently expanded to include adult training and programming.
- The Sunshine Coast Loppet (community fun ski/snowshoe race) was held in February and had 109 racers - 122% increase over last year. The race is part of the Cross Country BC race circuit.
- Staff are preparing for annual maintenance for the trails, facilities and access road.

RECREATION AND COMMUNITY PARTNERSHIPS DIVISION

Project Highlights

An award of the fitness equipment replacement contract for three facilities occurred in late February. Staff are working with internal work groups and the supplier to have the equipment installed this spring. It is anticipated there will be a 3-day weight room closure at the Sechelt Aquatic Centre and the Gibsons & Area Community Centre to allow the removal of the old and installation of the new equipment. A communications plan regarding the arrival of the new equipment, weight room closures, and opportunities to get orientated to the new equipment will be implemented.

One Goal, a registered program for children aged 3 to 5 years to learn to play hockey continues to be successful at the Sunshine Coast Arena. Two programs met maximum numbers with 20 registered participants per program.

Sunshine Coast Minor Hockey held a fund raiser hockey game event on January 11th with the Vancouver Canucks Alumni at Gibsons and Area Community Centre. The event attracted a full house of 900 spectators.

Sunshine Coast Minor Hockey held a Tyke/Novice Tournament for 5 to 8 year old players through the January 18th to 20th weekend. The tournament was hosted at both the Gibsons and Area Community Centre and the Sunshine Coast Arena. The tournament included four local and seven visiting teams from the lower mainland and over 1080 spectators.

The Sunshine Coast Skating Club presented Skate Club Enchanted Evening Skate Show with Patrick Chan as their annual performance on Saturday March 9th. An enthusiastic crowd of 600 spectators attended. The night included Olympic skaters Patrick Chan, Larkyn Austman, and National skater Beres Clements along with a variety of local skaters.

Gibsons and District Aquatic Facility

Admissions and Program Registrations

GDAF	Q1 2019	Q1 2018
Admission Visits	4,972	3,540
Program Registrations	632	1,184

This represents an increase of 1,432 admission visits during the period of January – March.

Included in this admission total are 300 L.I.F.E Admissions for those requiring participation assistance for 2019.

Program registration decrease of 552.

The decrease in program registrations is due to the Swim at School programs now being under the Joint Use Agreement.

Gibsons and Area Community Centre

Admissions and Program Registrations

GACC	Q1 2019	Q1 2018
Admission Visits	29,679	27,298
Program Registrations	2,885	2,271

This represents an increase of 2,381 admission visits in the January – March 2018 period.

Included in this admission total are 251 L.I.F.E admissions for those requiring participation assistance for 2019 and arena facility rental attendance.

Program registration increase of 614

Sunshine Coast Arena

Admissions and Program Registrations

SCA	Q1 2019	Q1 2018
Admissions	13,406	12,971
Program Registrations	351	298

This represents an increase of 435 admission visits in the January – March 2019 period.

Included in this total are 70 L.I.F.E admissions for those requiring participation assistance for 2019.

Program registration increase of 53

Sechelt Aquatic Centre

Admissions and Program Registrations

SAC	Q1 2019	Q1 2018
Admission Visits	42,889	44,102
Program Registrations	4,742	3,915

This represents a decrease of 1,213 admission visits in the January - March 2019 period.

Included in this total are 1,520 L.I.F.E. admissions for those requiring participation assistance for 2019.

Program registration increase of 827.

Health and Wellness program registrations were much higher in 2019 as compared to 2018 and there were more programs offered that were well attended.

Pender Harbor Aquatic and Fitness Centre

Admissions and Program Registrations

PHAFC	Q1 2019	Q1 2018
Admission Visits	3,982	4,072
Program Registrations	1,417	1,585

This represents a decrease of 45 visits for the January - March 2019 period.

Included in this total are 60 L.I.F.E admissions for those on low income for 2019.

It is to be noted that the weather played a significant role during February for the lower numbers of admissions.

Program registration decrease of 168

Program registration numbers lower due to less attendance in yoga programs as well as the cancellation of the Healthy New Start program due to instructor unavailability.

Operations/Maintenance

The hot tub required repairs and was closed for 10 days March 6-15. Parts and shipping delays resulted in a longer than expected closure.

Special events

Pender Harbour Literacy Crawl, January 20-26.

This was a community wide event in partnership with the PH Community School, Seniors Initiative and PH Health Centre. Activities were set up around the community to help promote Literacy and at PHAFC the promotion was about Physical Literacy. The lobby was set up with activity stations including Hop scotch, basketball throw, lunge walks and squats. There was also a special fitness class held, POUND Rockout Workout on Friday January 25 which had 20 in attendance.

Tropical Beach Party, Friday March 1.

40 children and adults in attendance to participate in coconut bowling, limbo, hot tub bubble bath, beach ball volleyball, shark tag and more. The PH Aquatic Society provided refreshments.

Reviewed by:			
Manager	X- A. Allen X- D. Cole X- K. Preston X- K. Robinson X- A. Whittleton	Finance	
GM	X – I. Hall	Legislative	
A/CAO	X – A. Legault	Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – April 11, 2019

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

SUBJECT: [504] RURAL PLANNING SERVICE – 2018 VARIANCE ANALYSIS

RECOMMENDATION(S)

THAT the report titled [504] Rural Planning Service – 2018 Variance Analysis be received;

AND THAT a review of planning and development fees and charges be prepared prior to the 2020 budget process;

AND THAT an analysis of opportunities to streamline planning review of referrals be completed as part of service planning prior to the 2020 budget process;

AND FURTHER THAT service demand be monitored in 2019 and reported on prior to the 2020 budget process.

BACKGROUND

At the Regular Board meeting of March 14, 2019 it was resolved, in part, that:

074/19 Recommendation No. 2 2018 Final Surplus/Deficits

THAT the report titled 2018 Final Surplus/Deficits be received; ...

AND THAT a report on the deficit for Rural Planning Services [504] be provided;

SCRD's Rural Planning Service had a 2018 year-end deficit of **(-\$110,835)**.

This report provides follow-up information on the variance, describes actions already undertaken, and recommends further actions for Committee consideration.

DISCUSSION

SCRD provides a Regional Planning Service [500] and a Rural Planning Service [504]. The same staff team delivers both services, as well as providing limited/occasional cross-functional planning support to Parks, Hillside Industrial Park and other SCRD services.

As part of legislative requirements for the regional district model, time must record time actually worked in each service area. Although care is taken to find “best fit”, the determination of whether a specific item is most aligned with regional or rural service is not always black and white.

Typical work in each service includes:

Regional Planning	Rural Planning
<ul style="list-style-type: none"> Plans or policy with a regional scope, such as regional growth research, invasive species Some referrals such as portions of BC Timber Sales, portions of adventure tourism proposals, referrals from other local governments 	<ul style="list-style-type: none"> Rural land use plans and regulations including OCPs and zoning bylaws Most development applications, including attendance at public information meetings, conducting public hearings, front counter service Some referrals such as private moorage, access roads, log dumps/booming sites

Wages and benefits were a contributing factor to the budget variance. Analysis is provided below.

Legal service costs were also higher than expected in 2018, driven by a number of files requiring legal review, including SCRD's approach to regulating legalized cannabis.

Staff Allocation

During budget development, wages and benefits are allocated to each service area (for example, 83% rural planning, 17% regional planning) based on prior year work*, historical averages*, and the anticipated work plan.

2017 was the first full year of accurate allocation tracking using Business World financial accounting software. Staff are now able to allocate and track time in more detailed manner rather than relying on anecdotal estimates or notes.

The nature of work conducted by the Planning and Development Division is primarily reactive, as it is driven by external development. This reactivity is especially pronounced in the Rural Planning service. As well as a variable volume of applications, the complexity of proposals and how much work is needed with applicants and the community varies greatly. Intergovernmental factors such as referrals/requests for analysis (e.g. shishálh Nation foundation agreement), new regulations (e.g. cannabis legalization framework), new grants/opportunities (e.g. childcare planning) also factor into demand for staff time. Overtime is similarly variable and reactive, driven in part by demands for public information meetings and public hearings, which are a function of development activity and with timing set by progress of applications through the bylaw process.

Fees and Charges

SCRD's planning and development fees and charges have not been amended since 2015. Since that time, staffing costs have increased per the collective agreement. Costs for services such as legal review, land titles research, etc. have increased. The proportion of services recovered from applications fees has correspondingly dropped, creating a greater reliance on taxation.

A number of services do not currently require or are not eligible for payment of a fee. For example, SCRD does not levy a fee for review and response to liquor license applications. Intergovernmental referrals, even those respecting private interests (such as moorage or tourism tenures) are not cost-recovered through fees.

Options and Analysis

Changes Already Made (2019 Budget)

During preparation of the 2019 budget and completion of the 2018 year-end process, planned versus actual allocations between regional and rural planning were analyzed, resulting in staff allocations being amended for 2019. The proportion of time worked in Rural Planning was increased by 5-20% for each position, taking into account 2019 work plan items, with corresponding reductions in Regional Planning. These changes will more closely align budget with historical actuals and mirror the workplan insofar as specifics are known.

In March the Planning service counter was closed from 12-2 p.m. daily to balance customer service (counter) time with progress on application review, analysis and processing. Supporting communications were prepared. During this time, SCRD Reception reported no displeased clients and staff reported improved work efficiency (which in turn is expected to drive client satisfaction). Service was available during 12-2 p.m. on a call-ahead appointment basis. Staff are evaluating results and benefits for continuing this approach. Staff note this operational change as an example of ongoing efforts to ensure maximum productivity from the resources available.

Further Changes Recommended

As part of the Fiscal Sustainability Policy, planning and development fees and charges should be reviewed on a regular basis, with increases or new fees introduced where appropriate. Staff recommend that a review of fees and charges be completed prior to the 2020 budget process.

The review of referrals from other governments and agencies consumes a large amount of staff time, typically with no fee-based cost recovery, and are deadline driven requiring other work to be paused. Staff observe that some types of referrals, such as standard private moorage applications to the Province, involve templated responses. There may be opportunities to streamline SCRD's handling of certain types of referrals. Staff recommend that analysis of such opportunities be prepared as part of service planning work and prior to the 2020 budget process.

Organizational and Intergovernmental Implications

In the 2019 budget, 85-98% of Planners' time is dedicated to Rural Planning, with the vast majority of that time allocated to managing development applications. Time available for proactive planning or for regional planning is extremely limited.

Factors such as direction to pursue regional growth management measures, potential new Board direction flowing from the Strategic Plan, any streamlining that comes from the renewal of Zoning Bylaw No. 310 and new demands associated with cannabis retail license application review could all influence future resourcing needs (positively and negatively) for the Planning and Development Division.

Staff recommend that service demand be monitored and reported on during the 2020 pre-budget process.

Financial Implications

Changes already made are expected to significantly reduce the likelihood of future variances related to wages and benefits. Additional recommendations, if acted on, will provide information that could contribute to more resilient and efficient service delivery.

Timeline for next steps or estimated completion date

Recommendations relate to work to be completed prior to the 2020 budget process (Q4 2019).

STRATEGIC PLAN AND RELATED POLICIES

The subject matter in this report is aligned with SCRD Financial Sustainability policy.

CONCLUSION

The Rural Planning service had a 2018 year-end variance. Wages and benefits for the service were a key factor for the variance. Staff will continue to monitor variances in the Rural and Regional Planning services and will report on any material changes if they arise. Supporting recommendations relating to fees and charges, referral processes and monitoring service demand will provide information in advance of the 2020 budget process and may contribute to enhanced resiliency or efficiency for the service.

Reviewed by:			
Manager		CFO/Finance	X-T. Perreault
GM	X – I. Hall	Legislative	
A/CAO	X- A. Legault	Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – April 11, 2019
AUTHOR: Andrew Allen, Manager, Planning and Development
SUBJECT: **AGRICULTURAL ADVISORY COMMITTEE MEMBERSHIP APPOINTMENT**

RECOMMENDATIONS

THAT the report titled Agricultural Advisory Committee Membership Appointment be received;

AND THAT Raquel Kolof be appointed to the AAC for the remainder of the two-year term;

AND FURTHER THAT the recommendation be forwarded to the Regular Board meeting of April 11, 2019.

BACKGROUND

The following resolution was passed at the March 28, 2019 Board meeting:

091/19 THAT Planning and Community Development Committee recommendation No. 22 of March 21, 2019 be received, adopted and acted upon as amended, as follows:

Recommendation No. 22 *AAC Minutes of February 26, 2019*

THAT the Agricultural Advisory Committee minutes of February 26, 2019 be received;

AND THAT staff contact the Farmers' Institute to seek an application for a representative from the Farmers' Institute to be appointed to the Agricultural Advisory Committee.

Rachel Kolof, President of Southern Sunshine Coast Farmers Institute (SSCFI) has applied to be appointed to the Agricultural Advisory Committee. Ms. Kolof is a resident and farmer within Elphinstone and has recently attended AAC meetings as a guest in February and March of this year.

The appointment recommendation is for Ms. Kolof as an individual rather than specifically as a representative of the SSCFI. This approach fits with the current Committee terms of reference, enables an expedient appointment and will see Ms. Kolof's expertise and experience applied to the committee in a timely way.

The appointment of an individual with a connection with the SSCFI has the ability to strengthen the AAC and thus the feedback provided to the SCRD Board. The recommendation is for an appointment for the remainder of the two-year term, which will correspond with all other members. This term is set to run until October 12, 2019.

Ms. Kolof notes that the goal of the SSCFI is to represent and support small-scale farmers all along the Coast and that the membership feels strongly that investment in local sustainable agriculture will not only increase our community's health and wellness and improve ecosystems but also benefit our economy and tourism.

RECOMMENDATION

Based on the above, Planning staff recommend that Raquel Kolof be appointed to the Agricultural Advisory Committee.

Reviewed by:			
Manager	X - A. Allen	Finance	
GM	X - I. Hall	Legislative	
A/CAO	X - A. Legault	Other	

SUNSHINE COAST REGIONAL DISTRICT

AREA D - ROBERTS CREEK
ADVISORY PLANNING COMMISSION

March 18, 2019

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, B.C.

PRESENT:	Chair Members	Bill Page Mike Allegretti Marion Jolicoeur Heather Conn Cam Landry David Kelln Alan Comfort Dana Gregory
ALSO PRESENT:	Recording Secretary	Vicki Dobbyn
REGRETS:	Electoral Area D Director Area D Alternate Director Members	Andreas Tize Tim Howard Danise Lofstrom
ABSENT:	Members	Gerald Rainville Chris Richmond Nichola Kozakiewicz

CALL TO ORDER 7:05 p.m.

AGENDA The agenda was adopted as presented.

MINUTESArea D Minutes

Roberts Creek (Area D) APC minutes of January 21, 2019 were approved as circulated with one addition to note that APC member Gerald Rainville was present.

Minutes

The following minutes were received for information:

- Egmont / Pender Harbour (Area A) APC Minutes of January 30, 2019
- Elphinstone (Area E) APC Minutes of January 23, 2019
- Planning and Community Development Committee Minutes of February 7, 2019

There were no minutes from the following:

- Halfmoon Bay (Area B) APC Minutes of January 22, 2019 Meeting Cancelled
- West Howe Sound (Area F) APC Minutes of January 22, 2019 Meeting Cancelled

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

Largo Road Subdivision

Six Largo Road residents including an APC member went to the March 14, 2019 Planning and Community Development Committee meeting where the Committee made a motion as follows: “that the SCRD strongly urges MoTI to consider road design strategies to limit through access on Largo Road to emergency vehicles only by installing a removable barrier on the new middle section of Largo Road, as well as “no thru road” signage at the intersection of Largo Road and Lower Road, and Largo Road and Highway 101.” This motion will be considered at the next SCRD Board meeting.

REPORTS

Zoning Bylaw No. 310 Questionnaire March 25 – April 15, 2019 was received.

The following concerns/points/issues were noted:

- There was discussion about questions of the definition of various terms and regulations in the bylaw.
- The questionnaire was briefly reviewed.
- There were no recommendations related to this report

DIRECTOR’S REPORT

There was no Director’s Report this month.

NEXT MEETING April 15, 2019

ADJOURNMENT 8:00 p.m.

SUNSHINE COAST REGIONAL DISTRICT

AREA E – ELPHINSTONE
ADVISORY PLANNING COMMISSION

March 27, 2019

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

PRESENT:	Chair	Mary Degan
	Members	Bob Morris Rod Moorcroft Dougald Macdonald Nara Brenchley Ann Cochran Rick Horsley Ken Carson Michael McLaughlin
ALSO PRESENT:	Electoral Area E Director Recording Secretary Public	Donna McMahon Diane Corbett 2
REGRETS:	Members	Sandra Cunningham Lynda Chamberlin
ABSENT:	Members	Mike Doyle

CALL TO ORDER 7:00 p.m.

AGENDA The agenda was adopted as presented.

MINUTESArea E Minutes

The Elphinstone (Area E) APC minutes of January 23, 2019 and February 27, 2019 were approved as circulated.

Minutes

Minutes received for information included:

- Egmont/Pender Harbour/Area A APC Minutes of January 30, 2019 & February 27, 2019
- Roberts Creek (Area D) APC Minutes of January 21, 2019 & February 18, 2019
- West Howe Sound (Area F) APC Minutes of February 26, 2019

- Planning and Community Development Committee Minutes of February 7, 2019

REPORTS

Whispering Firs Name Change Request

The APC discussed the staff report regarding Whispering Firs Name Change Request.

Points from discussion included:

- Name change could enhance community identity and create consistency between the Woodcreek Park neighbourhood and the park. The proposal as stated seems to meet the SCRD policy regarding naming.
- There is a public process regarding whether a name change is a good idea.
- There is an opportunity to consult with the Squamish Nation whose territory we are on to talk about signage, and make sure the signage reflects the Squamish Nation. There is a process of consultations. It has been a respectful process, and respectful of the people who got here before we got here.
- There is a trail in that park; perhaps, as a middle ground, it could be called Whispering Firs Trail.

Concerns included:

- How representative the petition is and whether there would be a body of opposition.
- It happens that place names may get changed. Local First Nations should have the right to suggest what the name is.
- Opposition to name change: there are thirty years of history behind the current name (school naming contest, 1984). It does not seem “logical” for the subdivision and the park to share the same name; perhaps there is a “vanity crisis”. Despite what the letter from the Woodcreek Park Neighbourhood Association member stated about not noticing a fir in the park, a registered professional forester had confirmed to an APC member that there are a lot of Douglas Firs in the park. Firs have quite a distinctive sound in the wind.

Zoning Bylaw No. 310 Questionnaire March 25-April 15, 2019

The referral regarding Zoning Bylaw No. 310 Questionnaire March 25-April 15, 2019 was received for information. APC members were urged to encourage people to respond to the questionnaire by the April 15 deadline; feedback is needed.

NEW BUSINESS

Director McMahon inquired of APC members regarding the possibility of changing the meeting schedule. Discussion ensued. This topic will be re-visited in the fall.

DIRECTOR'S REPORT

The Director's report was received.

NEXT MEETING April 24, 2019

ADJOURNMENT 8:10 p.m.

SUNSHINE COAST REGIONAL DISTRICT**AREA F – WEST HOWE SOUND
ADVISORY PLANNING COMMISSION****March 26, 2019**

RECOMMENDATIONS FROM THE WEST HOWE SOUND (AREA F) ADVISORY PLANNING COMMISSION MEETING HELD AT ERIC CARDINALL HALL, 930 CHAMBERLIN ROAD, WEST HOWE SOUND, BC

PRESENT:	Chair	Fred Gazeley
	Members	Doug MacLennan Susan Fitchell Gretchen Bozak
ALSO PRESENT:	Director, Electoral Area F Alt Director, Electoral Area F Recording Secretary Public	Mark Hiltz Doug Marteinson Tracy Ohlson 0
ABSENT:	Member	Bob Small John Rogers Kate-Louise Stamford

CALL TO ORDER 7:00 p.m.

AGENDA The agenda was adopted as presented.

MINUTESWest Howe Sound (Area F) Minutes

The West Howe Sound (Area F) APC minutes of February 26, 2019 were approved as circulated.

Minutes

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of January 30, 2019 and February 27, 2019
- Roberts Creek (Area D) APC Minutes of January 21, 2019 and February 18, 2019
- Elphinstone (Area E) APC Minutes of January 23, 2019 and February 7, 2019
- Planning and Community Development Committee Minutes of February 7, 2019

There were no minutes from the following:

- Halfmoon Bay (Area B) APC Minutes of January 22, 2019 Meeting Cancelled
- West Howe Sound (Area F) APC Minutes of January 22, 2019 Meeting Cancelled

REPORTS

Zoning Bylaw No. 310 Questionnaire March 25 – April 15, 2019 was received.

DIRECTOR'S REPORT

The Director's report was received.

NEXT MEETING April 23, 2019

ADJOURNMENT 8:25 p.m.

SUNSHINE COAST REGIONAL DISTRICT

AGRICULTURAL ADVISORY COMMITTEE

March 26, 2019

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

PRESENT:	Chair Members	David Morgan Paul Nash Gretchen Bozak Gerald Rainville Barbara Seed Erin Dutton
ALSO PRESENT:	Director, Electoral Area F Director, Electoral Area E General Manager, Planning and Development General Manager, Infrastructure Services Senior Planner Planner Water & Energy Projects Coordinator Recorder Public	Mark Hiltz Donna McMahon Ian Hall Remko Rosenboom (part) Yuli Siao (part) Julie Clark Raph Shay (part) Genevieve Dixon 7
REGRETS:	Member	Faye Kiewitz Jon Bell

CALL TO ORDER 3:32 p.m.

AGENDA The agenda was adopted as presented.

DELEGATION

Remko Rosenboom, General Manager, Infrastructure Services and Raphaël Shay, Water and Energy Projects Coordinator, provided a presentation regarding the SCRD Drought Management Plan.

Key points of discussion:

- Concern over new lawn permits issued in the summer.
- When will the District of Sechelt install water meters?
- General Manager, Infrastructure Services noted funding needs to be in place before water meter installation in the District of Sechelt proceeds.
- When will water usage notices be sent out for those on water meters?
- How much water is the District of Sechelt using without water meters versus those on water meters?

- Currently residents interested in their water meter usage have been contacting the Water and Energy Projects Coordinator for data.
- Long-time goal is to have an online data portal for water meter use for residents.
- Online data portal is tied in with the final water meter installations, won't happen in 2019.
- A meter rate won't be reviewed until all the meters have been installed.
- Lawn permits are only issued in Stage 1 water restrictions and are only active for 21 days or when Stage 3 restrictions is declared.
- The SCRD should consider a low cost rain barrel incentive program for residential property owners. Usage 2-3 days during a drought.
- 1000 gallon rain barrels might be worth looking into.
- Education campaign for SCRD farmers putting ponds on property for water use.
- Drought Management Plan only regulates outdoor use and not indoor use.
- Is SCRD water being used to make concrete on the Sunshine Coast? Yes and through private wells.

MINUTES

Recommendation No. 1 *AAC Meeting Minutes for February 26, 2019*

The Agricultural Advisory Committee recommended that the meeting minutes of February 26, 2019 be received and approved.

REPORTS

Application for Land Exclusion from and Inclusion into the Agricultural Land Reserve for Morgan Property (ALC Application 58605)

Key points of discussion:

- AAC Chair (ALC Applicant) will recuse himself from this discussion and the Vice Chair will proceed.
- Senior Planner gave a brief overview on the ALC application.
- Eight letters and a petition with 30 signatures received from area residents around the applicant's property.
- Concerns from neighbouring properties include, agriculture capability that will be taken out of the ALR, future increased density and non-agricultural developments.
- The letters were not included in the AAC agenda due to late receipt, a report to the Board will entail further details.
- SCRD staff recommendation to the Board will take into account the letters and petition received.
- Local residents are concerned that the land being applied for inclusion has no agricultural capabilities.
- No information is included in the application regarding reports or soil testing on the two sections of land.
- The applicant previously indicated to staff that testing done in the 1980's shows that the area for exclusion is underlain with bedrock and the triangle area could be used for agriculture purposes.
- The property is zoned AG and will remain as is if the inclusion exclusion/inclusion is approved.

Recommendation No. 2 *Application for Land Exclusion from and Inclusion into the Agricultural Land Reserve for Morgan Property (ALC Application 58605)*

The Agricultural Advisory Committee recommends that the report titled Application for Land Exclusion from and Inclusion into the Agricultural Land reserve for Morgan Property (ALC Application 58605) be received and supported.

Zoning Bylaw No. 310 Questionnaire March 25 – April 15, 2019 was received.

Key points of discussion:

- Planner, gave a brief introduction on the Bylaw 310 questionnaire and mentioned it is now live on the SCRD website.
- Review is still in stage two of the public consultation process.
- Future orientation, focus groups with committees will happen once a draft of the revised bylaw is received.
- The AAC will have a chance to give feedback when the draft bylaw is ready for review.

ALC Information Bulletin No. 5 Residences in the ALR – February 26, 2019

- No comments, just information as requested from the previous meeting.

NEW BUSINESS

- Further discussion would be appreciated for water exemption for farm status.
- April agenda item: How farmers can provide their own water for use?

Recommendation No. 3 *Chapman Water Study*

The Agricultural Advisory Committee recommends that the results from the Farm Water Use study in the SCRD AG plan be provided to the AAC.

NEXT MEETING Tuesday, April 23, 2019

ADJOURNMENT 5:18 p.m.

February 27, 2019

Chair and Board of Directors
Sunshine Coast Regional District
1975 Field Road
Sechelt, BC V0N 3A1



Dear Chair and Board of Directors,

Re: Federal Lands Initiative

I would like to draw your attention to the Federal Lands Initiative, a \$200-million fund to support the transfer of surplus federal lands and buildings to eligible proponents, at discounted or no cost, for the development of or renovation of affordable housing. The discount on the property will depend on the level of social outcomes achieved by the proposal. Once transferred from federal ownership, the property is to be developed or renovated into affordable, sustainable, accessible and socially inclusive housing.

Please let our office know of federal surplus lands in your community that may be good candidates for this initiative. Thank you for your leadership on this important matter and I look forward to working with you to support affordable housing in our community.

Sincerely,



Pamela Goldsmith-Jones, M.P.
West Vancouver-Sunshine Coast-Sea to Sky Country

cc: Adam Vaughan, M.P., Parliamentary Secretary to the Minister of Families, Children and Social Development

Sherry Reid

SCRD
RECEIVED

From: Ruth Simons <howesoundcommunityforum@gmail.com>
Sent: Friday, March 29, 2019 8:23 AM
To: Donna McMahon; Ian Hall; Mark Hiltz; Lori Pratt; SCRD General Inquiries
Subject: Howe Sound Cumulative Effects Project Results
Attachments: HSCF Notification Letter- HS CE Proj Deliverables Mar 26 2019.pdf

Dear Howe Sound Community Forum members,

I have been asked by Jeff Juthans, Land & Resource Specialist with the Ministry of Forests, Lands, Natural Resource Operations to forward this information to you.

Since 2014 Forum members have been following the progress of the Cumulative Effects Framework pilot project for the Howe Sound region. A brief background from 2014 is [available via this link](#).

Jeff will be presenting on the Howe Sound Cumulative Effects (CE) Project at the Forum taking place [April 26th hosted by Islands Trust](#) on Gambier Island (Cha7elkwnech). The attached letter is to inform the Howe Sound Community Forum (HSCF) members that the main deliverables have now been completed and have been placed on the Howe Sound CE Project website. The link to this public website (attached below) contains a brief description of the CE project along with completed PDF reports and online web-mapping tools for the following five CE value components:

- Aquatic Ecosystems-Watershed Condition
- Forest Visual Quality
- Grizzly Bear
- Roosevelt Elk
- Marbled Murrelet

Howe Sound Cumulative Effects Project Website:

<https://www2.gov.bc.ca/gov/content?id=D90733B7BA9F4BD8BC9C81995964A2BD>

This trial CE project has prompted the Ministry of Forests, Lands, Natural Resource Operations and Rural Development to start developing new and more comprehensive integrated monitoring tools for future use

Jeff passes along a big thank you to all past and present Howe Sound Community Forum members for their patience, support and input along the way.

Please read the attached letter for further information and where to direct inquiries.

Thank you,

Ruth Simons, Lead, Howe Sound Biosphere Region Initiative 604 921-6564 778 834-4292

Assisting:

Howe Sound Community Forum *Established in 2002*

To provide a forum for local governments, Regional Districts and First Nations discussion to maintain and enhance the economic, environmental, cultural and social well being of the Howe Sound for the benefit of present and future generations.

Squamish Nation - District of West Vancouver - Village of Lions Bay - Town of Gibsons - Resort Municipality of Whistler - Village of Pemberton - Bowen Island Municipality - Gambier Island Local Trust - District of Squamish - Metro Vancouver - Sunshine Coast Regional District -Squamish Lillooet Regional District

This email was scanned by Bitdefender



File: 17430-30 Howe Sound

March 22, 2019
Howe Sound Community Forum

Dear members of the Howe Sound Community Forum:

Re: Deliverables for the Howe Sound Cumulative Effects Project

I am pleased to announce today that the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) has completed five monitoring reports that look at the current condition of five environmental/wildlife values and various supplemental terrestrial factors in the Howe Sound area. Collectively, these reports can give an indication of the general state of the terrestrial environment in the Howe Sound area.

The Howe Sound Cumulative Effects (CE) Project looked at the current condition of the following environmental and wildlife values: aquatic ecosystems-watershed condition, forest visual quality, grizzly bear, Roosevelt elk, and marbled murrelet.

The final Howe Sound current condition reports and associated on-line mapping tools are now available for viewing on the new Howe Sound Cumulative Effects Project website:
<https://www2.gov.bc.ca/gov/content?id=D90733B7BA9F4BD8BC9C81995964A2BD>.

The reports indicate, with reasonable confidence, that historic forest harvest, industrial development, transportation infrastructure and urban development have cumulatively impacted the subject values in the Howe Sound area to varying degrees.

The main cumulative impacts are increases in road density and reductions of low elevation mature-to-old forests. The results also identified some positive trends such as the re-establishment of elk populations, improved forest visual quality and improving wildlife habitat through increasing mature-to-old forest recruitment in some areas.

Overall, the findings from the reports reflect both the legacy of historic land and resource development in the area and some improving environmental conditions through integrated resource management and conservation strategies over the past several decades.

The Howe Sound CE Project represents the initial application of the provincial Cumulative Effects Framework in the South Coast Natural Resource Region. The project's current condition assessments provide general information for all levels of government to consider in their authorizations, management and planning. FLNRORD is incorporating the results from these assessments into new decision support/integrated monitoring tools that will continue to improve integrated monitoring and assessment throughout the South Coast.

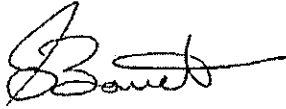
The ministry hopes that sharing these initial current condition results with First Nations and local communities, as well as the broader public, will contribute to the ongoing spirit of reconciliation, collaboration and shared stewardship in the Howe Sound area. The province

is committed to working with First Nations and stakeholders to balance economic, environmental and socio-cultural interests in this urban-wildland interface area.

FLNRORD staff are available to give a presentation on the completed current condition reports at one of your next Howe Sound Community Forum meetings. If you have any questions about the Howe Sound CE Project deliverables please contact Jeff Juthans at 604 586-4287.

Thank you for your leadership in the shared stewardship of the Howe Sound area.

Sincerely,



Scott Barrett,
Director of Resource Management
South Coast Natural Resource Region

SCRD
RECEIVED

MAR 29 2019

CHIEF ADMINISTRATIVE
OFFICER

Sherry Reid

From: Liz Condon <LCondon@highlands.ca>
Sent: Friday, March 29, 2019 11:13 AM
To: wendy.thompson@acrd.bc.ca; egorman@acrd.bc.ca; cdo@ccrb.bc.ca;
 administration@comoxvalleyrd.ca; anelson@cprd.bc.ca; nweldon@rdmw.bc.ca;
 jhill@rdn.bc.ca; corporateofficer@ncrd.bc.ca; administration@qathet.ca;
 administration@strathconard.ca; SCRD General Inquiries
Subject: Municipal Survivor Climate Challenge
Attachments: 02 26 - Survivor Challenge to AVICC communities (RD).pdf

Dear Neighbour,

The District of Highlands Council would like to challenge all of the AVICC Local Governments to a **Municipal Survivor Climate Challenge** and would request that this item be placed on an upcoming council agenda.

The goal of the challenge is to initiate a fun and friendly local government competition with each participating Council or Board measuring their average "One-Planet Living" footprint of the Council and Board members, who then take steps in their daily lives over the next year to reduce their average footprint, with results forwarded to the District of Highlands via the Corporate Officer: tneuraute@highlands.ca. The attached information will explain the challenge, but feel free to email with any questions.

Liz Condon

Administrative Assistant

District of Highlands

1980 Millstream Road

P: 474-1773 | F: 474-3677 | Web: www.highlands.ca



Please consider the environment before printing this e-mail

This message is intended only for the use of the individual or entity names above. It may contain information that is privileged, confidential or exempt from disclosure under applicable law. If you are not the intended recipient, your receipt of this message is in error and not meant to waive privilege in this message. Please notify us immediately, and delete the message and any attachments without reading the attachments. Any dissemination, distribution or copying of this communication by anyone other than the intended recipient is strictly prohibited. Thank you.

This email was scanned by Bitdefender



File: 0400.04

February 26, 2019

Association of Vancouver Island and Coastal Communities Local Governments

Dear Neighbour:

RE: LOCAL GOVERNMENT SURVIVOR CLIMATE CHALLENGE

The District of Highlands Council would like to challenge all of the AVICC Local Governments to a **Local Government Survivor Climate Challenge**.

The goal of the challenge is to initiate a fun and friendly local government competition with each participating Council and Board measuring their average "One-Planet Living" footprint of the Council and Board members, who then take steps in their daily lives over the next year to reduce their average footprint. Highlands Council believes this fun competition can show community leadership while assisting in education and building local resilience in the face of a rapidly changing climate.

The calculator we are using is: <https://www.footprintcalculator.org>. This easy to use online tool gives the following data based on subjective inputs by individuals:

1. How many Earth's would be required if everyone lived like that person
2. Ecological footprint (how many hectares of land are required)
3. Carbon footprint (tonnes of CO₂)

The District of Highlands hopes to launch this competition on Earth Day 2019 (April 22) and the competition would run for one year, until Earth Day 2020.

What would be involved?

Each council or board member would determine their personal results prior to April 22, 2019 using the footprint calculator. The average results of your Council or Board for the three items above would be calculated (this responsibility could be assigned to an elected or staff member) and the averaged results would be forwarded to the District of Highlands via the Corporate Officer: tneuraute@highlands.ca. Then throughout the year participants would work towards lowering their initial results. Come Earth Day 2020 the same participants will once again take the challenge and the average for the council or board would then again be forwarded to the District of Highlands. Highlands will summarize the results and relay them back to you. Again, these are combined averages and not individual results.



1980 Millstream Road, Victoria, B C V6B 6H1
Tel: (250) 474-1773 Fax: (250) 474-3677 Web: www.highlands.ca

Goals of the Challenge:

- to educate
- to engage community and the region in a simple fun way
- to invite information community participation by expanding the survey to residents
- to attract media coverage
- to demonstrate community leadership in responding to the climate crisis
- to build local resilience
- to gain more support for climate policies and initiatives
- to empower individuals to take action

Join our carbon footprint duel!

Two documents are attached for your reference; a one-page poster including District of Highlands Council's average figures, and the original information memo from Councillor Ann Baird.

If you have any questions regarding this initiative, please do not hesitate to contact the District of Highlands at 250-474-1773.

Yours truly,



Ken Williams, Mayor
District of Highlands

**Highlands Council Challenges your Council to a carbon footprint duel
with the launch of the Local Government Survivor Climate Challenge**

**LAUNCH DATE
APRIL 22, 2019**

In our concern for climate change, Highlands Council would like to challenge your Council or Board in a friendly competition to take the Local Government Survivor Climate Challenge to compare ecological footprints and to strive to take steps in daily life to reduce your group's average footprint. Only Council and Board averages will be used for comparison, and no individual results will be made known. We would also like Councils and Boards to encourage their residents to take the challenge, the District of Highlands advertised the challenge in its Spring issue of its newsletter.

The calculator we have used is located at:
<https://www.footprintcalculator.org>

It takes only a few minutes to fill out. This tool gives the following data based on subjective inputs by individuals:

- How many earths would be required if everyone lived like that person
- The ecological footprint (how many hectares of land would be required)
- The carbon footprint (tonnes of CO2)

Highlands Council average figures are:

2.4 earths

4.14 hectares

6.94 tonnes of CO2

Bragging rights go to the Council or Board that:

- Starts with the lowest number of earths
- Has the largest reduction over one year
- Has the lowest number at the end of one year

And the fossil award would go to the Council/Board with the highest average.

The goals for this challenge are:

- To educate
- To engage community and the region in a simple and fun way
- To invite informal community participation
- To attract media coverage
- To demonstrate leadership in responding to the climate crisis
- To build local resilience
- To gain more support for climate policies and initiatives
- To empower individuals to take action

Will you accept the challenge?



1980 Millstream Road, Victoria, B C V6B 6H1
Tel: (250) 474-1773 Fax: (250) 474-3677 Web: www.highlands.ca

To: Council Members
From: Councillor Ann Baird

File: 0530.01
Date: December 13, 2018

Subject: Municipal Survivor Climate Challenge

Introduction:

Create a friendly competition between municipal councils challenging them to decrease their ecological footprint with the goal of education, community leadership, and building local resilience in the face of a rapidly changing climate.

Background:

The new report of the IPCC (Intergovernmental Panel on Climate Change) (Nov 2018) focuses on the emission pathways to keeping global average temperatures under a 1.5 degree Celsius rise AND the implications of not doing so. The consequences are bad enough even at the 1°C rise we have already experienced, but almost unspeakable if we don't meet this 1.5°C target. The IPCC findings state that global emissions must reduce 45% by 2030 and 100% by 2050. The good news is that scientists and economists say this is possible. The bad news is that we need to change everything immediately. https://report.ipcc.ch/sr15/pdf/sr15_spm_final.pdf

Quote from Sir David Attenborough at COP24 (UN Climate Summit in Poland) on Dec 3, 2018.
<https://www.bbc.com/news/science-environment-46398057>

"Right now we are facing a manmade disaster of global scale, our greatest threat in thousands of years: climate change. If we don't take action, the collapse of our civilisations and the extinction of much of the natural world is on the horizon."

"The world's people have spoken. Time is running out. They want you, the decision-makers, to act now. Leaders of the world, you must lead. The continuation of civilisations and the natural world upon which we depend is in your hands."

Quote from António Guterres, the United Nations secretary general on Sept 10, 2018.
<https://www.un.org/sg/en/content/sg/statement/2018-09-10/secretary-generals-remarks-climate-change-delivered>

"If we do not change course by 2020, we risk missing the point where we can avoid runaway climate change, with disastrous consequences for people and all the natural systems that sustain us."

Details for The Municipal Survivor Climate Challenge:

To initiate a fun and friendly municipal competition with each participating council measuring their average "One-Planet Living" footprint of the mayor and council, who then take steps in their daily lives over the next year to reduce their average footprint. Suggested calculator:
<https://www.footprintcalculator.org/>

This tool gives the following data based on subjective inputs by individuals:

1. How many Earth's would be required if everyone lived like that person
2. Ecological footprint (how many hectares of land are required)
3. Carbon footprint (tonnes of CO2)

Bragging rights and possible award would be for the council that:

1. Starts with the lowest footprint (how many earth's)
2. Has the biggest reduction over one year
3. Has lowest at the end of the year
4. And perhaps the fossil award to the highest average footprint council

Goals:

1. Education
2. Community and regional engagement in a simple and fun way
3. Invite informal community participation or expand to a community footprint survey
4. Media coverage
5. Leverage existing pathways of inter-municipal interactions to expand climate awareness
6. Demonstrate community leadership in responding to the climate crisis
7. Shift the cultural story around climate action
8. Build local resilience
9. Gain more support for climate policies and initiatives
10. Empower individuals to take action

Many people say that individual actions don't make a difference. To this we can say:

1. Individual actions add up. Think of a drop of water, a puddle, a pond, a lake, a river, an ocean.
2. It's about ethics and doing the right thing. Demonstrate climate leadership to our community and to our region.
3. People that take personal action are more likely to take political action and support/request meaningful changes locally, provincially, federally, and globally.
4. Personal changes now will make us more resilient to climatic, ecological and economic shocks.

Other Comments:

- Requires very little staff time and has no financial costs
- Easy to use and no individual footprints are shared...only council average
- Individuals who are feeling hopeless or are negatively impacted by the enormity of the climate crisis suffer more health and stress related issues. Offering examples of actions and opportunities can help individuals begin making changes. Personal actions often lead to a sense of control; connection and hope which help reduce stress, anxiety, and fear, thereby leading to a healthier community.

NOTICE OF MOTION for January 7, 2019 regular council meeting:

That council initiates the Municipal Survivor Climate Challenge AND perform our individual global footprint calculations, AND allow the Chief Administrative Officer to average our individual footprint results (including number of planets, CO₂e, and number of hectares of land), AND send a letter with Highlands Council averages challenging other AVICC municipalities to do the same.

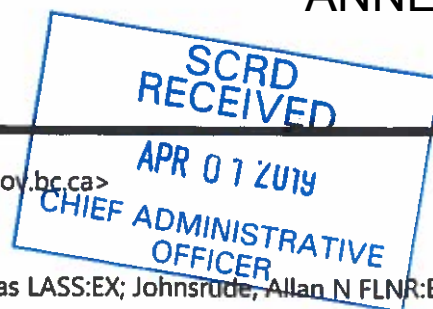
Respectfully Submitted,



Councillor Ann Baird

Angie Legault

From: Minister, FLNR FLNR:EX <FLNR.Minister@gov.bc.ca>
Sent: Friday, March 29, 2019 11:05 AM
To: Lori Pratt; Janette Loveys
Cc: Minister, ENV ENV:EX; Simons.MLA, Nicholas LASS:EX; Johnsrude, Allan N FLNR:EX; Gould, Stacey H FLNR:EX; Mynen, Tonianne FLNR:EX
Subject: RE: SCRD Board Resolution Regarding Cutblock A93884 and A91376 (ref: 244639/244719)
Attachments: 244639+244719 - response.pdf; MtElphinstonePark_PlanningMap_15K_20190103.pdf; 244639_244719 SCRD LUP response.pdf; 2018-Nov-29 Letter to MoFLNRORD & BCTS Re SCRD Board Resolution 331-18 Cutblock A93884 - Combined.pdf; 244719 - incoming 1 (hardcopy_long version).pdf



Dear Chair Pratt and Janette Loveys:

Attached is the response to your letters addressed to Minister Donaldson. Please note, a hardcopy will not follow in the mail.

Thank you.

Sent on behalf of Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development

From: Autumn Ruinat [mailto:Autumn.Ruinat@scrd.ca]
Sent: Friday, November 30, 2018 11:21 AM
To: Minister, FLNR FLNR:EX; Simons.MLA, Nicholas LASS:EX
Cc: Janette Loveys; Ian Hall; Andrew Allen; Tracey Hincks
Subject: SCRD Board Resolution Regarding DL 1313, Cutblock A91376

November 30, 2018

Honourable Doug Donaldson
 Ministry of Forests, Lands, Natural Resource Operations
 and Rural Development
 PO Box 9049 Stn Prov Govt
 Victoria, BC V8W 9E2
 Via email: FLNR.Minister@gov.bc.ca

cc: Nicholas Simons, MLA, Powell River – Sunshine Coast
 VIA email: nicholas.simons.mla@leg.bc.ca

Please find attached letter from SCRD Board Chair, Lori Pratt regarding SCRD Board Resolution 330/18 regarding District Lot 1313, Cutblock A91376. A paper copy of the letter will follow by mail.

Sincerely,

SUNSHINE COAST REGIONAL DISTRICT

Autumn O'Brien, Administrative Assistant
Planning & Community Development Services
Sunshine Coast Regional District
1975 Field Road, Sechelt, BC V0N 3A1
Phone: 604-885-6800, ext 6432

Follow us on Twitter at [sunshinecoastrd](#)
Like us on [Facebook](#)
Visit us: [www.scrd.ca](#)

From: Autumn Ruinat [<mailto:Autumn.Ruinat@scrud.ca>]
Sent: Friday, November 30, 2018 11:28 AM
To: Minister, FLNR FLNR:EX; Gould, Stacey H FLNR:EX; FLNR BCTS TCH Powell River FLNR:EX
Cc: Janette Loveys; Ian Hall; Andrew Allen; Tracey Hincks
Subject: SCRD Board Resolution Regarding Cutblock A93884

November 30, 2018

Honourable Doug Donaldson
Ministry of Forests, Lands, Natural Resource Operations
and Rural Development
PO Box 9049 Stn Prov Govt
Victoria, BC V8W 9E2
Via email: FLNR.Minister@gov.bc.ca

Stacey Gould, Woodlands Manager
BC Timber Sales - Chinook Business Area
46360 Airport Road
Chilliwack, B.C.
V2P 1A5
Via email: Stacey.Gould@gov.bc.ca

Cc: Noel Poulin, Woodlands Manager – Powell River, BCTS
Via email: BCTS.Powell.River@gov.bc.ca

Please find attached letter from SCRD Board Chair, Lori Pratt regarding SCRD Board Resolution 331/18 regarding Cutblock A93884. A paper copy of the letter will follow by mail.

Sincerely,

SUNSHINE COAST REGIONAL DISTRICT

Autumn O'Brien, Administrative Assistant
Planning & Community Development Services
Sunshine Coast Regional District
1975 Field Road, Sechelt, BC V0N 3A1
Phone: 604-885-6800, ext 6432

Follow us on Twitter at [sunshinecoastrd](#)
Like us on [Facebook](#)
Visit us: [www.scrd.ca](#)

This email was scanned by Bitdefender



Reference: 244639/244719

March 29, 2019

VIA EMAIL: Lori.Pratt@scrd.ca; janette.loveys@scrd.ca

Chair Lori Pratt
Sunshine Coast Regional District

Janette Loveys, Chief Administrative Officer
Sunshine Coast Regional District

Dear Chair Pratt and Janette Loveys:

Thank you for your letters outlining resolutions from the Sunshine Coast Regional District (SCRD) to halt Timber Sale Licences A93884 (Clack Creek) and A91376 (Reed Road) located in the Mount Elphinstone area. This response is also follow up to work that ministry staff are undertaking in order to consider options to develop a plan for the Mount Elphinstone area, which is being explored through the jointly led modernized land use planning (MLUP) process with the shíshálh Nation.

I understand that the South Coast Regional Executive Director provided a general update regarding the status of MLUP on December 21, 2018. It was noted that during the MLUP process, resource management and use, including forest development, is expected to continue under existing land use and management requirements. Having said that, I also acknowledge the concerns that opportunities afforded under MLUP may be impacted with continued land base activities, as well as the need to balance rights and investments undertaken in good faith by existing licensees, permit holders, and other land and resource stakeholders.

The Ministry of Forests, Lands, Natural Resource Operations and Rural Development and the Ministry of Environment and Climate Change Strategy have considered how connectivity and management of other associated forest values could be enhanced in areas near the three Mount Elphinstone Park parcels. I am advised that connectivity of the two southern park parcels is the area will likely benefit the most from further review and assessment during an MLUP process. The areas around the existing parcels that are most suitable to enhance connectivity do not have any forest harvesting planned for the next 3 to 4 years, which will enable further unimpeded assessments and discussion.

Page 1 of 2

Ministry of Forests, Lands,
Natural Resource Operations
and Rural Development

Office of the Minister

Mailing Address:
PO BOX 9049 Stn Prov Govt
Victoria, BC V8W 9E2

Tel: 250 387-6240
Fax: 250 387-1040
Website: www.gov.bc.ca/for

The Clack Creek Timber Sale Licence (TSL) is approximately 24 hectares of harvest area made up of both research-oriented harvesting trials and a cutblock separated by a variety of wildlife tree retention patches that support riparian area integrity and rare plant community site level representation. A map has been attached for your reference. I also understand that BC Timber Sales (BCTS) is voluntarily managing harvest levels at 50 percent of the allowed rate of harvest for the Mount Elphinstone area, which will further improve the amount of old and mature forest in the area.

In considering the balance of interests, investments made, and potential impacts on future MLUP discussions, the Province of British Columbia considers the combination of voluntary management actions by BCTS and regulatory requirements to manage current values during the expected term of MLUP discussions sufficient. The Clack Creek TSL will be advertised in the coming weeks. For more details on forest management in the Mount Elphinstone area, please contact Stacey Gould, Chinook Timber Sales Manager, by phone at 604 702-5796 or by email at Stacey.Gould@gov.bc.ca.

Regarding the Reed Road TSL, I understand that the area is desirable for future public use and that there are concerns about the contribution of the area to ecological integrity, visual quality, surface and ground water management, and fire management. I am further advised that the SCRDC and BCTS have committed to further meetings to follow up on these concerns. While it is uncertain whether the MLUP will influence management of this area, BCTS will continue to work with the SCRDC to address these values to the extent possible. BCTS will hold off on advertising this sale until these discussions have occurred in a meaningful way and a balanced management approach has been developed for the area. In the meantime, BCTS will shift development to other timber sale licences that are largely outside the current proposed park expansion area for Mount Elphinstone.

I again acknowledge the concerns expressed by the SCRDC and the many interests in the Mount Elphinstone area. As we seek a balanced way forward, I ask that you continue to work closely with ministry staff and appropriate First Nations communities to enhance management strategies as afforded under current and future land and resource management approaches.

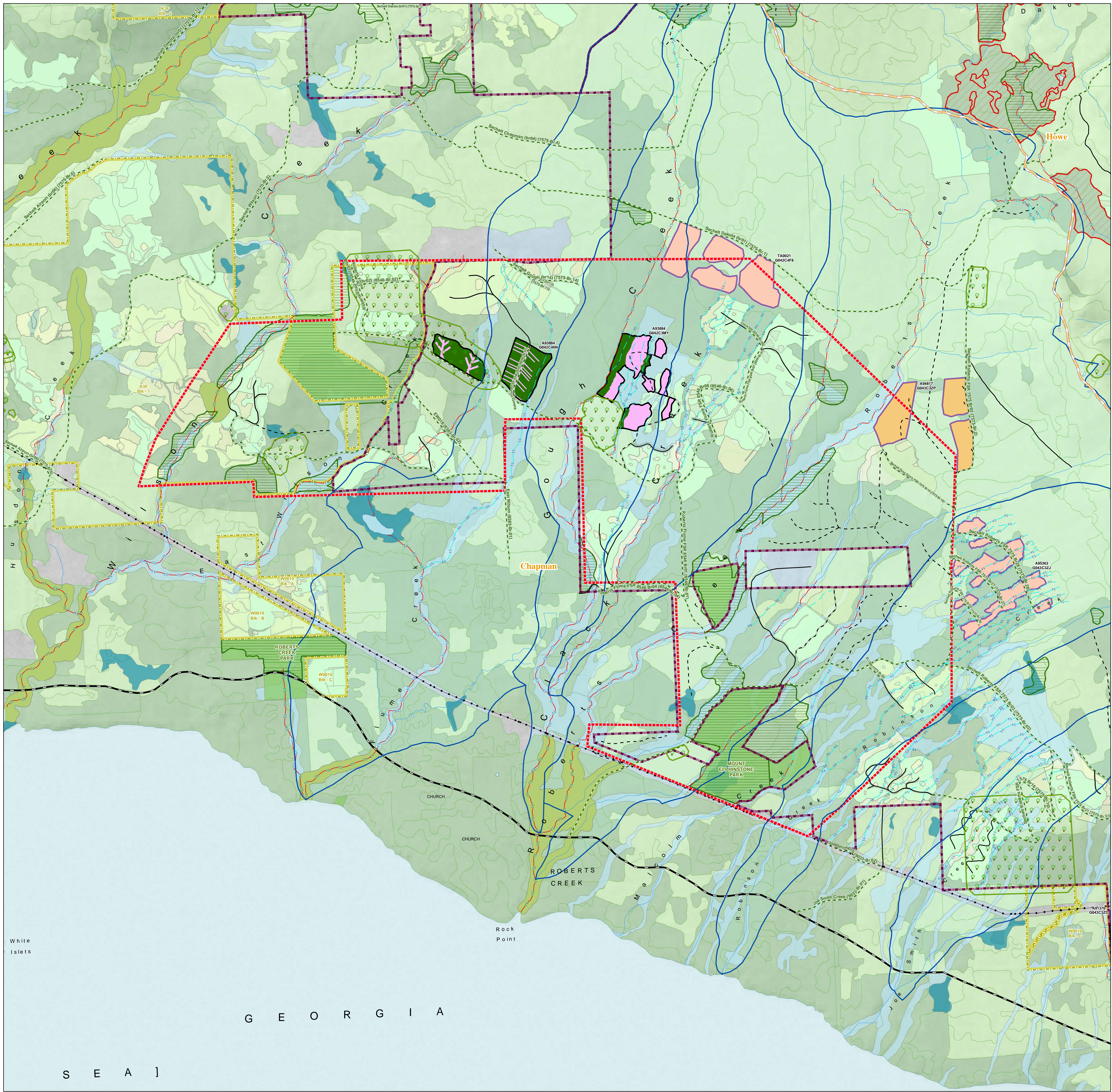
Sincerely,



Doug Donaldson
Minister

Attachment

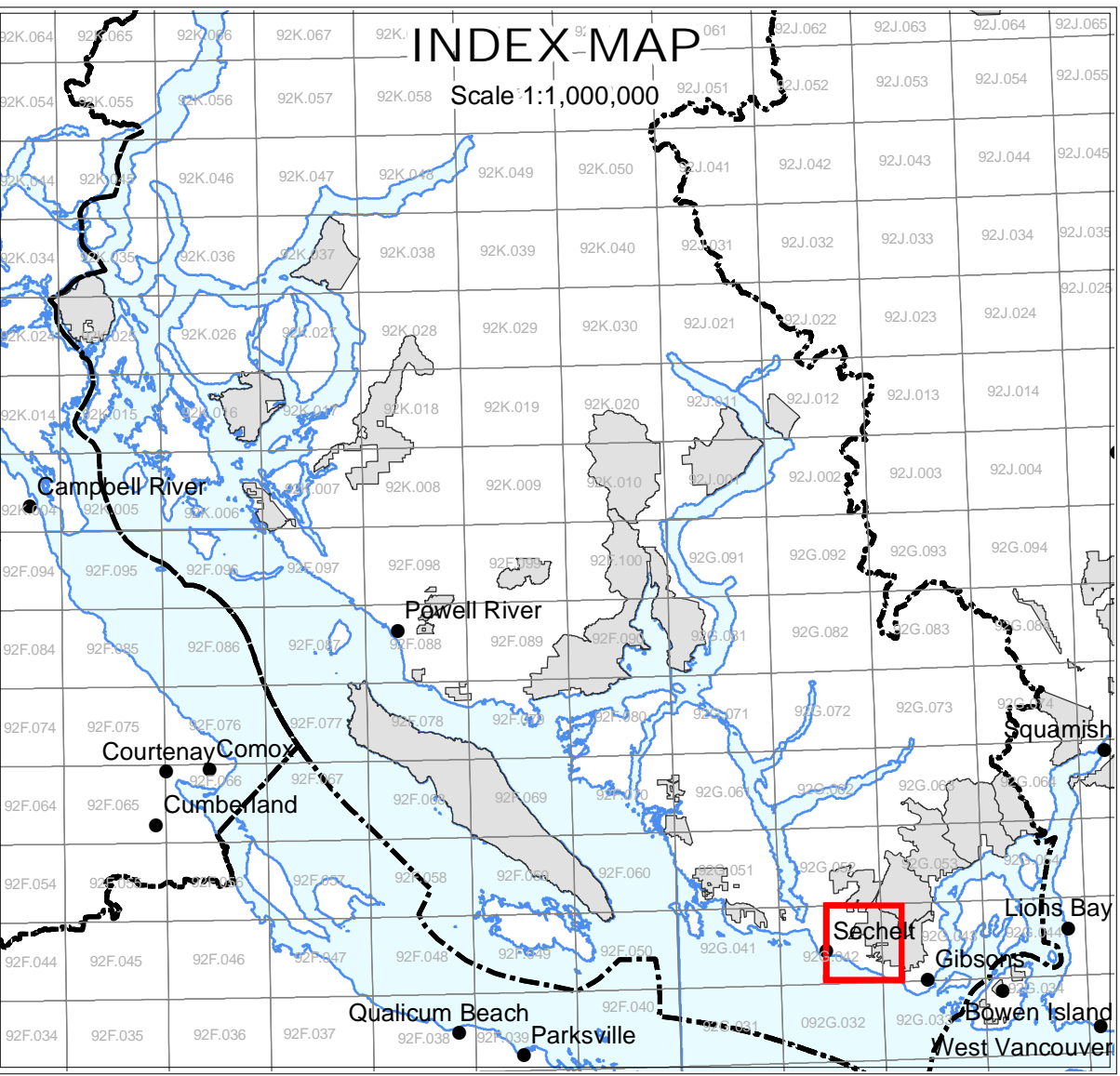
pc: Honourable George Heyman, Minister of Environment and Climate Change Strategy
Nicholas Simons, MLA, Powell River – Sunshine Coast
Allan Johnsrude, Regional Executive Director, South Coast Natural Resource Region
Stacey Gould, Chinook Timber Sales Manager, BC Timber Sales
Tonianna Mynen, Land and Resource Section Head, South Coast Natural Resource Region



**POWELL RIVER
OPERATING AREA**

MOUNT ELPHINSTONE

- | | |
|-----------------------------|------------------------------|
| Landscape Unit | Transmission Line - Electric |
| Proposed Park Boundary | Proposed Road |
| BCTS Operating Area | Existing Road |
| Mt Elphinstone Watershed | Forest Service Road |
| Waterbodies | Unclassified Streams |
| WHA (Approved) | S1 |
| OGMA (Approved) | S2 |
| Research Installation | S3 |
| Woodlot Licence Schedule A | S4 |
| Woodlot Licence Schedule B | S5 |
| Community Forest Schedule B | S6 |
| Parks & Protected Areas | NCD |
| Free To Grow & Green-Up | Planned Harvest Date |
| Sufficiently Restocked | 2018 |
| Recent Harvest | 2019 |
| Harvest Area (A93884) | 2022 |
| Retention Area (A93884) | Forest Cover |
| | Immature (< 80 years) |
| | Mature (> 80 years) |
-
- | | |
|---|--------------------------------------|
| Species At Risk - CDC Occurrence | Sensitive Ecosystem Inventory |
| Sitka Spruce / Salmonberry | Riparian |
| | Wetland |



Despite the care taken in preparation of these maps, The Timber Sales Program does not give any warranty as to the accuracy or the suitability of these maps for any purpose other than as stated in writing in attached documentation. Users assume the risk associated with the accuracy and results of the contents of these maps, supporting text and digital information.

Albers Equal Area Projection
Digital Mapping Base: TRIM-1:20 000
VR1 FC Mapping: 1:20 000

Date: 2019/01/03

0 0.375 0.75 1.5
1:15,000
km