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COMMUNICATIONS

IN CAMERA

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (e), (i) and (k) of the *Community Charter* – “the acquisition, disposition or expropriation of land or improvements...”, “the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose” and “negotiations and related discussions respecting the proposed provision of a municipal service...”.

ADJOURNMENT

Kelsey Oxley

Halfmoon Bay, BC
V0N 1Y1

May 28, 2019

Sunshine Coast Regional District
1975 Field Road
Sechelt, BC V0N 3A1

Re: Welcome Woods Disc Golf Course Proposal

Dear SCRD Board and Parks Staff,

I am writing on behalf of a group disc golf players from Halfmoon Bay who are interested in working towards the creation of a course in Welcome Woods Park. We have formed a society within the province of BC, the Sunshine Coast Disc Golf Association. Currently, the only public course on the Sunshine Coast is at Shirley Macey Park. We propose to add a second course at Welcome Woods Park or Connor Park to enable residents outside of Gibsons better access to disc golf.

Disc golf players are drawn by many of the same pleasures found in traditional ball golf: fresh air in a beautiful landscape, socialization, and the challenge and excitement of personal skill. It is enjoyed all year long on the Sunshine Coast in many types of weather conditions. An 18 hole disc golf course draws local players from the neighbourhood as well as the wider community. Off-coast tourism could be encouraged through participation in events such as the British Columbia Disc Sports Association Provincials and circle tours such as the multi-location "Island Series" tournament¹. Inclusion in the Professional Disc Golf Association Course Directory could also be considered².

Disc golf has relatively low capital and maintenance costs compared with other recreational installations, is environmentally sound and is enjoyed immediately even by beginners of any age. The sport is rapidly growing in popularity, as the use at Shirley Macey Park can demonstrate. The SCRD Parks master plan targets activities in Area B for tweens and youth, and disc golf provides excellent opportunities to play after school with friends, or with their families. Disc golf is also growing in popularity with older adults. A typical round of 18 holes takes approximately two hours to play for a small group. It is a great family-centered informal activity that has low barriers to entry and participation.

Our group aims to collaborate with park users such as mountain bikers, dog walkers, horticulturalists, the Sunshine Coast Baseball Association and Halfmoon Bay Elementary School to choose the most suitable part of Welcome Woods or Connor Park for disc golf. The area we are interested in is along the west side

¹ British Columbia Disc Sports - Event Listings <https://www.bcdiscsports.com/event-listing>

² Professional Disc Golf Association Course Directory <https://www.pdga.com/course-directory>

of Connor Park near the reservoir road. We want to utilize the existing washrooms, parking and other facilities that are already in place within Connor Park.

Course design would be done by a group of local disc golfers who currently utilize the course at Shirley Macey, the Sunshine Coast Disc Golf Club. Ideally we propose a full 18 hole course spread over approximately 8-10 hectares. The installation of an 18 hole disc golf course would include the construction of tee pads, signage and baskets. A few branches and small trees will need to be trimmed or removed near a few tees and baskets, especially near eye level range. Once a course is in place, maintenance costs are relatively low. Erosion concerns could be monitored regularly depending on terrain, and occasional maintenance can be required on heavy footpaths. Players will be expected to maintain a litter-free course, as is done at Shirley Macey. Installation and maintenance costs can be drastically offset by player volunteer efforts and fundraising. Our plan for funding sources will be mainly community based, through membership, donations and also through grants. We have a group of enthusiastic local volunteers ready to put in time and labour to make this vision a reality.

Thank you for your time and consideration. Please do not hesitate to contact me if you have any additional questions or concerns.

Sincerely,

Kelsey Oxley

On Behalf of the Sunshine Coast Disc Golf Association

Subject:

Re: Welcome Woods Disc Golf Park Proposal

From: Terry Knight
Sent: Sunday, March 17, 2019 10:18 AM
To: Rebecca Porte <Rebecca.Porte@scrd.ca>
Cc: Kelsey Oxley
Subject: Re: Welcome Woods Disc Golf Park Proposal

Dear Rebecca,

At a recent Board Meeting, Kelsey introduced us to a possible activity that could be set up at Connor Park. One of our Board also serves on the Board of the Trail Society and the idea was well accepted by all. We would embrace this project for our community.

Please accept this letter as support for the proposed disc golf course development in Welcome Woods/Connor Park in Halfmoon Bay.

This disc golf project has potential to improve physical activity choices for residents of Halfmoon Bay by providing a safe, active, suitable venue for community members to gather and socialize; supporting healthier families by providing greater access to a local sport.

Connor Park has many of the amenities needed in place, and more users of the park would be welcome.

The proximity to the school enables students to engage in disc golf and offer more to do in this hub centre.

On behalf of the Halfmoon Bay Community Association, I would like to thank the Sunshine Coast Regional District for considering the Welcome Woods Disc Golf Park a project worth pursuing.

Sincerely,

Terry

Terry Knight. President.
Halfmoon Bay Community Association (HBCoA)

[HBCoA - Facebook](#)
[HBCoA - Website](#)

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – June 13, 2019

AUTHOR: Sherry Reid, Deputy Corporate Officer

SUBJECT: **UBCM RESOLUTIONS - BC FERRIES SERVICE LEVELS AND FOOT PASSENGER SERVICE**

RECOMMENDATION(S)

THAT the report titled UBCM Resolutions – BC Ferries Service Levels and Foot Passenger Service be received;

AND THAT the draft resolutions be approved or amended and submitted to UBCM prior to the June 30 deadline;

AND FURTHER THAT this recommendation be forwarded to the June 13, 2019 Board meeting for adoption.

BACKGROUND

The following recommendation (in part) was adopted at the May 23rd Corporate and Administrative Services Committee:

Recommendation No. 4 *Union of British Columbia Municipalities Resolutions*

....AND FURTHER THAT staff review the following resolution to include a request to increase service levels and create a separate resolution to advocate for foot passenger service:

Support for BC Ferries Route 3

WHEREAS ferry service levels have the potential to negatively impact ferry dependent communities, both from the perspective of local BC residents and from visiting tourists;

AND WHEREAS coastal ferries are an extension of the highway system and an essential part of the provincial transportation network, crucial to the economic and social health of the coastal region and the tourism industry:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities request that the Ministry of Transportation and Infrastructure work with coastal communities and BC Ferries to develop a strategy for coastal ferry routes that supports additional sailings to reduce sailing waits during

peak travel times, including a dedicated foot passenger ferry service that would lessen the demand for car ferry service and encourage the use of public transit and alternative means of transportation where possible.

DISCUSSION

Staff have prepared two draft resolutions for the Committee's consideration as follows:

BC Ferries Service Levels

WHEREAS BC Ferries vehicle traffic levels in 2018 were the highest ever experienced by BC Ferries and traffic demand is forecast to continue to grow;

AND WHEREAS coastal ferries are an extension of the provincial highway system relied upon to transport people and goods, safely, efficiently and on time, and are therefore crucial to the economic and social health of coastal communities and the BC tourism industry:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities urge the Provincial government to review the Coastal Ferry Services Contract and implement changes to increase Core Service Levels for coastal ferry routes that support additional sailings and reduce wait times during peak travel periods.

BC Ferries Foot Passenger Service

WHEREAS passenger traffic levels on BC Ferries in 2018 were the highest experienced in the past 20 years and the trend for growth is forecast to continue;

AND WHEREAS the provincial *Climate Change Accountability Act* and CleanBC Plan include commitments for collaboration with all sectors to prepare for and adapt to climate change as well as support the growth of low carbon economies in communities throughout British Columbia;

AND WHEREAS BC Ferries' Business Plan commits to meeting changing and evolving customer travel needs and growing and diversifying their revenue base, including exploring the provision of a passenger-only service:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities urge the Provincial government to work with BC Ferries to explore expanding their mandate to include dedicated foot passenger ferry service that would meet the forecasted growth in passenger traffic levels, while supporting a low carbon option that may lessen the demand for car ferry service, and encourage the use of public transit and alternative means of transportation where possible.

Timeline for next steps or estimated completion date

Resolutions must be submitted to UBCM by June 30, 2019.

STRATEGIC PLAN AND RELATED POLICIES

Submission of resolutions to UBCM is consistent with the SCRD strategic values of Collaboration and Transparency and also supports the SCRD's mission to provide leadership and quality services to our community through effective and responsive government.

CONCLUSION

In response to the Recommendation made at the May 23, 2019 Corporate and Administrative Services Committee, staff have prepared two resolutions advocating for an increase in BC Ferries service levels and an expansion of their mandate to include dedicated foot passenger ferry service.

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

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – June 13, 2019

AUTHOR: Yuli Siao, Senior Planner

SUBJECT: **Zoning Amendment Bylaw No. 310.180, 2018 Consideration for Third Reading and Adoption - Toma Subdivision**

RECOMMENDATIONS

1. **THAT the report titled Zoning Amendment Bylaw No. 310.180, 2018 Consideration for Third Reading and Adoption - Toma Subdivision be received;**
 2. **AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.180, 2018* be forwarded to the Board for consideration of Third Reading.**
 3. **AND THAT prior to consideration of adoption of *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.180, 2018* the following condition be met:**

The applicant registers on title of the subject parcel to designate an additional area south of the community septic field to contain potential effluent breakout.
-

BACKGROUND

On March 28, 2019, the SCRD Board adopted the following resolution:

088/19 **Recommendation No. 7** *Zoning Amendment Bylaw No. 310.180, 2018 – Toma Subdivision*

THAT the report titled Zoning Amendment Bylaw No. 310.180, 2018 Consideration for Second Reading and Scheduling of a Public Hearing - Toma Subdivision be received;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.180, 2018* be forwarded to the Board for Second Reading;

AND THAT a Public Hearing to consider the bylaws be scheduled for April 16, 2019 at 7:00 p.m. at Coopers Green Hall, located at 5500 Fisherman Road, Halfmoon Bay, BC;

AND FURTHER THAT Director Lee be delegated as the Chair and Director Pratt be delegated as the Alternate Chair for the Public Hearing.

The Bylaw received Second Reading on March 28, 2019. A public hearing was held on April 16, 2019. This report summarizes comments received from the public hearing, recommends consideration of Third Reading and Adoption of the Bylaw subject to a condition.

DISCUSSION

Public Hearing Summary

Seven members of the public attended the public hearing. The Public Hearing Report can be found in Attachment C. Three written submissions were received prior to the closing of the

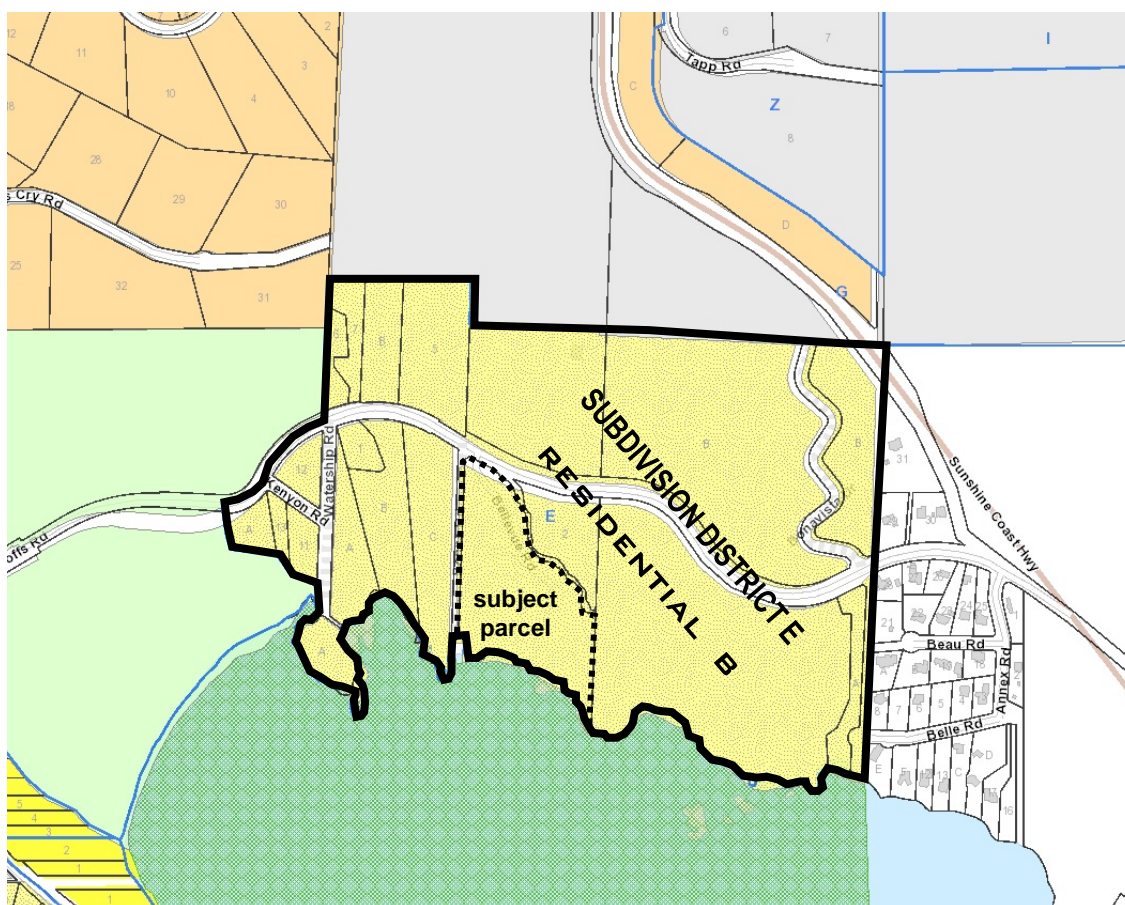
public hearing. Several key issues were brought up at the public hearing which are similar to those discussed in the previous staff report and consultation process. The following is a summary of these issues to be addressed.

Development Intensity

A neighbouring property owner is concerned about the increased density brought by the proposed development of a 10-lot subdivision.

The subject property is located within the Residential B designation of the Halfmoon Bay Official Community Plan (OCP). This designation includes many existing parcels and some areas of land that have future development potential. These parcels range from 0.5 acre to 25 acres in size (map below). The minimum parcel size in this designation is based on an average or minimum of 3500 m² for the purpose of subdivision. Such density is the long-term vision of the OCP for future development in this area. The proposed subdivision has an average lot size of 3634 m², therefore the OCP policy supports the proposed residential density for a subdivision of 10 lots.

Under the RU1 zoning, six of the proposed lots (larger than 3500 m²) can each have one single family dwelling and one auxiliary dwelling unit, and the other four lots (smaller than 3500 m²) can only have one single family dwelling per lot. Therefore the number of dwellings for the proposed 10 lots is 16, a moderate increase from 14 dwellings as permitted for 7 lots within the E Subdivision District.



OCP Land Use and Subdivision District Map

Community Sewage Treatment System

Concerns were raised with respect to the operation and maintenance of the proposed community sewer system and its potential impact on the surrounding environment.

The applicant proposes to construct a private community sewage treatment system for the strata subdivision. The maximum build-out of 16 dwellings will generate a total calculated wastewater discharge of 22,000 litres per day for the sewage treatment system.

According to the system design, wastewater will be treated to a high standard of Biochemical Oxygen Demand (BOD)-6 and Total Suspended Solids (TSS)-4 before being released to the absorption field for further aerobic treatment or reaching the breakout point. Such standard is higher than the BOD-10 and TSS-10 standard of the Halfmoon Bay Liquid Waste Management Plan or the BOD-45 and TSS-45 standard of the Ministry of Environment for effluent released to an ocean outfall. The proposed system is land based, and the high treatment standard limits potential negative impact on the ocean in the unlikely event of effluent reaching the shoreline.

Additionally, the applicant intends to register a covenant on title of the property to designate an additional area south of the septic field to contain potential effluent breakout. It is recommended that registering such a covenant be a condition prior to adoption of the Bylaw.

A professional hydro-geological assessment concludes that the sewerage system will not adversely impact neighbouring properties and the receiving environment including the nearby Kenyon Creek.

Vancouver Coastal Health (VCH) has reviewed the system design and visited the site to observe the septic field area, and has accepted a filing of the proposed community sewerage system for the subdivision. Operation and maintenance of the system will be carried out by the strata corporation and subject to monitoring by the VCH under the Municipal Sewerage Regulation.

Wildlife Protection

Under a development permit for the proposed subdivision, the applicant is required to meet conditions regarding protection of wildlife on the site. Existing wildlife nesting sites, required buffers and protection methods are identified in the permit. The applicant is also required to obtain a wildlife permit through the Province before final approval of the subdivision.

Potential Moorage

With respect to a concern on the impact on the foreshore environment by potential moorage, the approval of moorage facilities is under the jurisdiction of the Province through license of occupation applications. Through referral from the Province, the SCRD will have an opportunity to comment on moorage applications and recommend best management practices.

STRATEGIC PLAN AND RELATED POLICIES

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

- Create and use an “environmental lens” for planning, policy development, service delivery and monitoring.

CONCLUSION

At the public hearing held on April 16, 2019, a number of issues were raised respecting the proposed zoning amendment to enable a 10-lot subdivision in Halfmoon Bay. This report reiterates that the proposal is supported by density policies of the OCP, and concerns with community sewage system, wildlife protection and potential future moorage can be addressed.

Staff recommend that the Bylaw be presented to the Board for Third Reading.

ATTACHMENTS

Attachment A – Proposed Subdivision Plan

Attachment B – Zoning Amendment Bylaw No. 310.180 for Third Reading

Attachment C – Public Hearing Report

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

The site plan for Sargeant Bay shows a coastal area with several lots and infrastructure. Key features include:

- Redroofs Road** and **Asphalt** at the top.
- SL7 HOOK**, **SL8 HOOK**, **SL4 HOOK**, **SL3 HOOK**, and **SL2 HOOK** along the coastline.
- PLAN BCP2214** with an area of 6.12 Ha.
- SEPTIC TANK** and **SHARED DRIVEWAY ACCESS WITH LOT 1 & 4**.
- SHARED DRIVEWAY ACCESS WITH LOT 1 & 2**.
- NATURAL BOUNDARY FROM PLAN BCP2214**.
- SARGEANT BAY** at the bottom.
- PROPERTY LINE** and **KEWTON CREEK** on the right.

PLAN VIEW
SCALE 1:500

PLAN BCP2214
AREA = 6.12 Ha

SEPTIC TANK

SHARED DRIVEWAY ACCESS WITH LOT 1 & 4

SHARED DRIVEWAY ACCESS WITH LOT 1 & 2

NATURAL BOUNDARY FROM PLAN BCP2214

SARGEANT BAY

PROPERTY LINE

KEWTON CREEK
SEE CROWN GRANT 304555

Attachment B Zoning Amendment Bylaw for Third Reading

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 310.180

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

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

PART A – CITATION

1. This bylaw may be cited as *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.180, 2018*.

PART B – AMENDMENT

2. *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987* is hereby amended as follows:

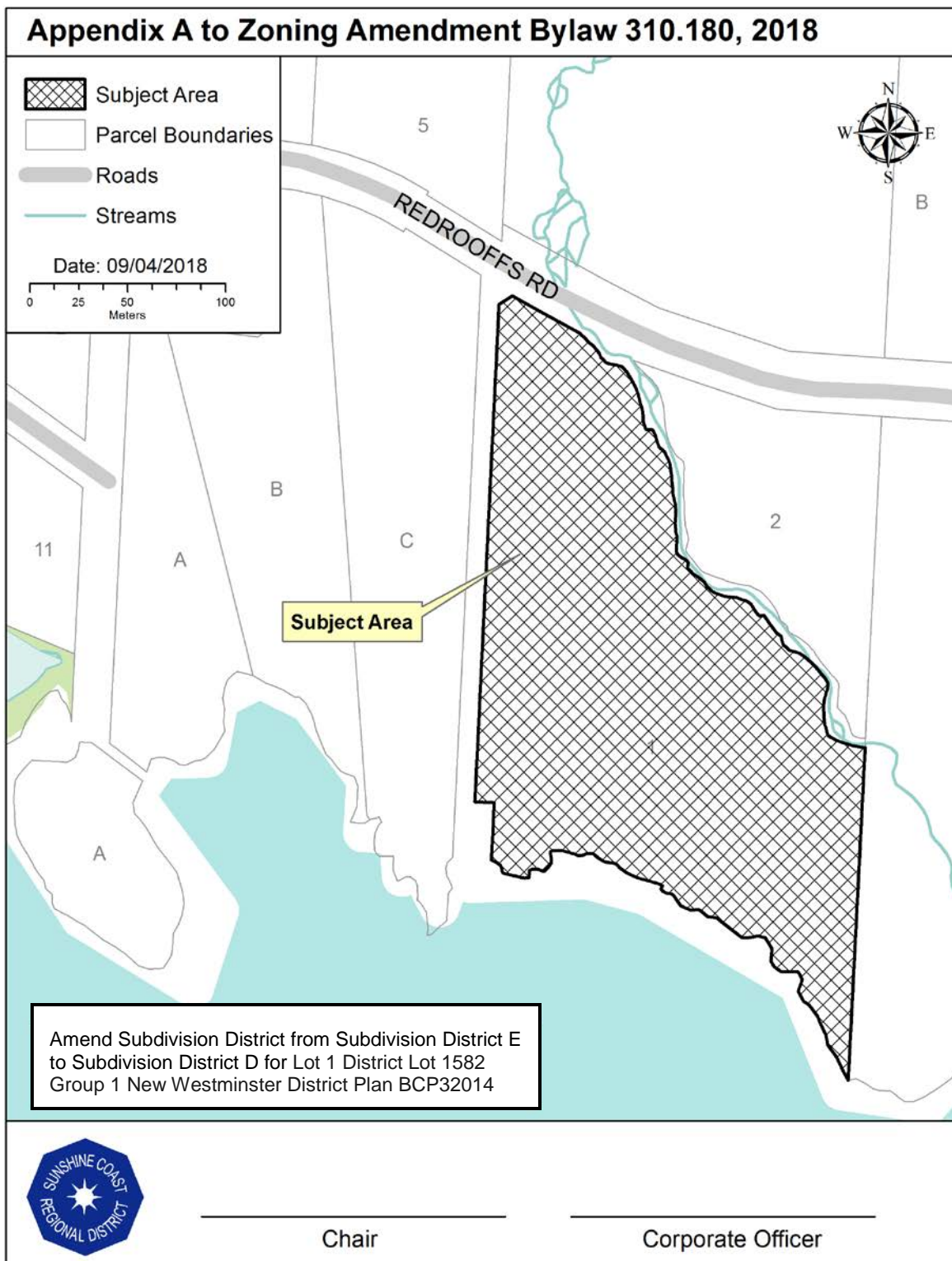
Schedule B is amended by amending Subdivision District from Subdivision District E to Subdivision District D for Lot 1 District Lot 1582 Group 1 New Westminster District Plan BCP32014, as depicted on Appendix A, attached to and forming part of this bylaw.

PART C – ADOPTION

READ A FIRST TIME this	24 TH DAY OF MAY	2018
READ A SECOND TIME this	28 TH DAY OF MARCH	2019
PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	16 TH DAY OF APRIL	2019
READ A THIRD TIME this	DAY OF MONTH	YEAR
ADOPTED this	DAY OF MONTH	YEAR

Corporate Officer

Chair



SUNSHINE COAST REGIONAL DISTRICT

REPORT OF A PUBLIC HEARING HELD AT
Coopers Green Community Hall
5550 Fisherman's Road, Halfmoon Bay, B.C.
April 16, 2019

Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.180, 2018

PRESENT:	Chair, Area A Director	L. Lee
	Alternate Chair, Area B Director	L. Pratt
ALSO PRESENT:	Manager, Planning and Development	A. Allen
	Senior Planner	Y. Siao
	Applicant	A. Toma
	Recording Secretary	A. O'Brien
	Members of the Public	8 (part)

CALL TO ORDER

The public hearing for *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.180, 2018* was called to order at 7:06 p.m.

The Chair introduced staff in attendance and read prepared remarks with respect to the procedures to be followed at the public hearing. The Chair then indicated that following the conclusion of the public hearing the SCRD Board may, without further notice or hearing, adopt or defeat the bylaws or alter and then adopt the bylaws providing the alteration does not alter the use or increase the density. The Chair asked Yuli Siao, Senior Planner, to introduce *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.180, 2018*.

BYLAW PROCESS

The Senior Planner began by explaining that the subject property is located off of Redrooffs Road, near Kenyon Road in Halfmoon Bay, known as Cove Beach Developments.

The Senior Planner outlined the application process as follows:

- A complete application received – February 2018
- First Reading – May 24, 2018
- Public Information Meeting – July 30, 2018
- Agency Referrals – July 2018 (Area B APC, VCH, shíshálh Nation, MoTI)
- Second Reading – March 28, 2019
- Public Hearing – April 16, 2019

A report of the Public Hearing, staff recommendations, and consideration of Third Reading will be provided to the Planning and Community Development Committee for next steps.

Zoning and Official Community Plan Designations

The subject property and properties in the surrounding area are designated as Residential B in the Halfmoon Bay Official Community Plan and Rural One (RU1) and Subdivision District E in Zoning Bylaw No. 310.

Density Regulations for Subdivisions

The number of lots permitted in the Official Community Plan and Zoning Bylaw differ as follows:

- Halfmoon Bay OCP: Residential B – average or minimum lot size 3500 m² - 10 lots can be created
- Zoning Bylaw: Subdivision District E – average or minimum lot size 5000 m² – 7 lots can be created

Proposed Amendment

The proposed amendment is to change from Subdivision District E (average or minimum lot size 5000 m²) to Subdivision District D (average or minimum lot size 3500 m²). The proposed amendment will allow the zoning to be more consistent with the OCP designation Residential B (average or minimum lot size 3500 m²).

Proposed Subdivision Plan

The proposed subdivision plan is a strata with an internal private road to provide access to the 10 lots. There will be a community sewer system that will serve the whole strata development. The community sewer system will have an extended covenant protection area.

Key Points of Consideration

The proposal is consistent with Halfmoon Bay Official Community Plan. Section 478 of the *Local Government Act (RSBC 2015)* states that:

(2) All bylaws enacted or works undertaken by a council, board or greater board, or by the trustees of an improvement district, after the adoption of (a) an official community plan, or ... must be consistent with the relevant plan.

Community Sewer System

- The proposal is designed for discharge of 22,000 litres per day.
- The applicant has engaged a professional hydro-geological assessment:
 - Additional covenant area to contain moderate potential of downslope breakout.
 - BOD-6, TSS-4 treatment quality before reaching the potential breakout point.
 - No impact on Kenyon Creek and neighboring properties.
- Vancouver Coastal Health has accepted the filing of the system design
- Maintenance of system is subject to Vancouver Coastal Health monitoring and Municipal Sewerage Regulation

Other considerations:

- A potential future moorage, although it is not part of this proposal currently. An application would need to be submitted to the Province and a referral would be made to the SCRD at that time.
- Streamside protection area covenant in place for both sides of Kenyon Creek.
- Ocean setback and flood construction level specified through Geotechnical report.
- Wildlife protection guidelines and buffering in the Development Permit.
- Archaeological potential. Two sites that may have archaeological potential will be further investigated when future buildings are proposed.

PUBLIC SUBMISSIONS PRIOR TO PUBLIC HEARING

The Senior Planner noted that 3 letters of submission were received prior to public hearing. The concerns are summarized as follows:

- Community sewer system maintenance
- Wildlife protection
- Potential disturbance to rural setting

The submissions are attached to the Public Hearing minutes as follows:

Appendix 1 - Tom Phillips, dated April 14, 2019

Appendix 2 – Heather and Bob Newman, dated April 16, 2019

Appendix 3 – Rand Rudland, Sargeant Bay Society, dated April 16, 2019

The Senior Planner concluded his presentation and the Chair called a first time for submissions.

PUBLIC SUBMISSIONS AT PUBLIC HEARING

Heather Newman, 7747 Kenyon Road, Halfmoon Bay (on behalf of the Sargeant Bay Society)

Ms. Newman, Director for the Sargeant Bay Society read aloud the letter submitted on behalf of the Society. The letter in full is attached as Appendix 3.

The Sargeant Bay Society letter expressed concerns with wildlife impacts, nesting activities and the nesting tree. Septic system overload and drainage concerns include system failure, drainage of contaminated discharge into the water of Sargeant Bay and impacts on use of the beach, park, private waterfront areas, harvesting of bottom-feeding Dungeness and Red Rock crab, salmon fishing.

The Sargeant Bay Society suggested recommendations for restriction on activities that would impact the old growth Douglas-fir, establishing funding for monitoring program for Kenyon Creek discharge and establishing a plan should sewage contamination of Sargeant Bay water occur.

Richard Austin, 8035 Northwood Road, Halfmoon Bay

Mr. Austin stated that he was in favour of the subdivision but has concerns about the septic disposal system. He asked what assurances there will be for potential tax payer liability if the septic system needs to be taken over by the SCRD?

The Senior Planner replied that the SCRD Subdivision Servicing Bylaw states that a community sewage septic system will only be taken over by the SCRD if the septic discharge is over 22.7 cubic meters. This proposed septic system is under the threshold at 22 cubic meters. It will be operated and maintained by the strata development not the SCRD.

Mr. Austin expressed concern about the potential for the community system to have issues in the future and that the SCRD will have to take care of it.

Alistair Toma, Applicant, 939 Homer Street, Vancouver

Mr. Toma addressed concerns of the septic system failure by stating that it is the newest technology of septic systems and the strata will have insurance to protect against a failure and be responsible if there are any issues. The septic system will be approved by Vancouver Coastal Health as per regulations.

Bob Newman, 7747 Kenyon Road, Halfmoon Bay

Mr. Newman is a B&B owner located to the west of the subject property. He expressed concern regarding the subdivision plan increase of 7 to 10 lots. He is concerned with setting precedent for subdivisions on the adjacent parcels. Sargeant Bay and Redroofs Road is a sensitive area and there will be impacts on traffic, sewage and wildlife. He is concerned that the increase in density will affect the peaceful nature of his B&B business.

Alistair Toma, Applicant, 939 Homer Street, Vancouver

Mr. Toma addressed concerns of noise and disruption to the neighbours. He noted that building on the lots may not take place for some time. With respect to density, the proposed 4 new lots will only be able to have 1 dwelling and the 6 remaining lots would be allowed 2 dwellings for a combined maximum total 16 which is only 2 dwellings more than what would have been permitted with only 7 lots. It is unknown if the lots will be developed to their full potential and if the owners will be full-time or seasonal residents.

The Chair called a second time for submissions

Heather Newman, 7747 Kenyon Road, Halfmoon Bay

Ms. Newman asked what work was planned on the property for the summer season. Ms. Newman asked about the status of the nesting tree. Ms. Newman is concerned that her B&B business guests will be impacted by the development.

The Senior Planner stated that the SCRD has issued a Development Permit for the subdivision with site alteration guidelines that the applicant must follow. The Senior Planner read excerpts of the biologist's recommendations from the Development Permit:

"There is a well-established active bird nest in the site that may have existed for many years. A buffer around the nest is required. Works on site should be restricted outside a 60-m buffer zone. The nest buffer must remain until the juveniles have fledged. Works within the buffer zone must be completely quickly, and cannot last for hours in duration. The owner is required to watch for potential disturbance. On top of the 60-m buffer there is a further quiet zone. This can extend up to 100-m in addition to the buffer depending on the work."

Ms. Newman is concerned that the nesting tree is located in the middle of the septic area outlined on the map and noted that there is already trenching and piling around the tree. Ms. Newman asked about monitoring the site and consequences for not following the conditions of the Development Permit.

The Senior Planner replied that SCRD does not monitor the progress of construction or conditions of the Development Permit. The applicant should follow the conditions outlined in the Development Permit.

The Manager, Planning and Development stated that damaging an eagle nest would be in contravention to the Wildlife Act and a Natural Resource Officer can issue violation tickets. Non-compliance with other parts of a road clearance, land alteration regulations can hold up the approval process for a subdivision. The Approving Officer, in extreme cases, can rule that the subdivision is not in compliance with the approvals and halt all development. SCRD Development Permits are based on criteria within Official Community Plans and guidelines from geotechnical or biological professional recommendations.

Ms. Newman asked what the slope and setback to the ocean recommendation was from the geotechnical report.

The Senior Planner replied that it is 15m from the natural boundary of the ocean as per the geotechnical report.

Ms. Newman concluded by expressing concern for noise levels from construction during summer months in rural areas and impacts to tourists.

Alistair Toma, Applicant, 939 Homer Street, Vancouver

Mr. Toma said that he believed the biologist report noted concern for the eagle nest during the hatching period (July/August). He noted that the blasting is complete, trenching is nearly finished and clearing for the septic system is done. No construction will be required for the septic system.

The Senior Planner noted that the applicant must obtain a Wildlife permit as another mechanism to protect the eagles nest.

Bob Newman, 7747 Kenyon Road, Halfmoon Bay

Mr. Newman said he felt reassured with noise impacts if there is no more major blasting or road construction. He is concerned that the noise could still be impacting visitors during the summer months.

The Manager, Planning and Development clarified the SCRD Noise Bylaw regulations with respect to sound and hours of operation as opposed to seasonal periods. SCRD does not monitor periods of operation throughout the year. Specific times are outlined in the bylaw.

Discussion ensued on the following topics:

- 15m horizontal setback from the high water mark in Zoning Bylaw.
- 8m geodetic elevation for the flood construction level in geotechnical report.
- Design changes, development phases and timeline for the Cove Beach subdivision.

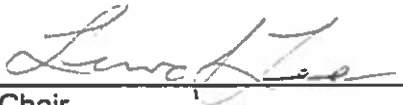
CLOSURE

The Chair called a third and final time for submissions. There being no further submissions, the Chair announced the public hearing for proposed *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.18, 2018* closed at 8:13 p.m.

The Chair thanked everyone for attending the public hearing.

Certified fair and correct:

Prepared by:



L. Lee, Chair



A. O'Brien, Recording Secretary

Yuli Siao

RECEIVED

APR 15 2019

From: Tom Phillips
Sent: Sunday, April 14, 2019 1:55 PM
To: Yuli Siao
Cc: Heather Newman
Subject: zoning amendmt # 310.180.2018: public hearing notice Lot 1

Further to your Notice of Apr 2, 2019 for the captioned, please present the following as my written submission for the public hearing, in that I will not be able to attend.

Having reviewed the background info on this rezoning application, I see that various departments have signed off or provided solutions (at least to them) to most of the community's issues - septic breakout to the Bay and Creek, setbacks, density, roads, wildlife, etc; except noise and Sechelt Band. Although I didn't receive any replies to my letters, it seems that SCRDC considered my concerns. That stated, I don't intend to let a lack of a submission to this hearing be misconstrued as support of this rezoning. I do not approve of the rezoning for Lot 1 DL 1582 for the following reasons:

Privately community septic system (CSS)

1. It is a given that ultimately, effluent from the CSS will end in Sargeant Bay either through natural fractures in the bedrock; along the bedrock to Kenyon Creek; but most likely via breakout to the surface and down the natural draw of Strata Lot 3. The question is 'will the effluent have sufficient aerobic action to **not** be an environmental hazard'? With the scale of this development, the CSS may have a waste water discharge rate equal to the the season flow rate of Kenyon Creek.
2. What environmental protection is in place for the community if the CSS does not function adequately or has an operational failure? Will the residents of this development have the CSS shut down for repairs and therefore temporarily have to stop using their septic?
3. I intend to approach the Sargeant Bay Society, prior to the CSS startup to have water from Kenyon Creek and the Bay, tested and then do periodic water testing to insure water quality. This should be the responsibility of Vancouver Coastal Health.

Disturbance to wildlife

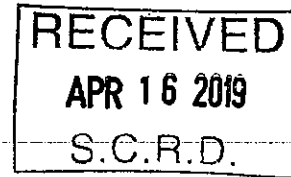
1. Lot 1 has been a wildlife corridor from the Provincial Park to undeveloped forests, beyond. Rezoning and increased density will hinder this movement and stifle our wildlife diversity.
2. The developer has build a driveway by the base of an old growth fir with an existing raptor nest. Time will tell if this has structurally damaged this valuable community asset but high volumes of effluent will surely stress this tree. Increased density of Lot 1 will diminish future nesting of raptors in this area.

Disturbance to the rural settling of Sargeant Bay

1. Group moorage (a dock?) for this increased density will damage the aesthetics of the area. The existing private floats in the Bay have all been discretely located in small inlets.
2. Any strata development is unwelcome in Sargeant Bay, particularly a high density one. The nearest strata in SCRDC is many kilometers up the Coast in Secret Cove.

Respectfully submitted

From: Robert Newman
 Subject: Lot 1 subdivision
 Date: April 16, 2019 at 6:24 PM
 To: Heather



Yuli,

As an introduction.

Heather and I have owned our property in Sargeant Bay since 2005.
 We are the adjoining lot to the west of the subject property we are discussing tonight.

We have been members of the Sargeant Bay Society and established a very popular B&B business since we arrived. Our B&B has attracted guests from all over the world. They are blown away by the natural beauty, safety, cleanliness and peacefulness of Sargeant Bay and treasure the access to that is available to all that is available on the Sunshine Coast.

We'll be at the meeting tonight but would like to file a letter in advance about our concerns with this proposal for increasing the allowable lots from 8 to 10.

This is a 25% increase in the number of people who will be living, accessing Sargeant Bay from Redroofs Road, discharging sewage and impacting the delicate balance of Kenyon Creek and Sargeant Bay from their properties. Each lot has permission to have a main and secondary dwelling so could potentially accommodate 6 people (3 bedrooms) in the primary dwelling and 4 people - (2 bedrooms in the secondary dwelling) So by granting permission to this rezoning we would potentially see an increase from 100 people to 120 for this sensitive area.

The developer who will make a good profit from the existing zoning so we don't see the need and do see the risks of allowing this increase in allowable development.

We are supportive in the concerns raised by the Sargeant Bay Society and our neighbours to the East (Tom Philips) on the effect on the delicate environmental balance of Kenyon Creek and Sargeant Bay. We do not see the need to potentially compromise the balance of our beautiful Bay by granting this increase in the number of lots allowable and by doing that - the number of people that are impacting our precious Bay. We are not against developers improving their properties under the guidelines that have been set but we do not see the need to give them permission to change these guidelines for their own profit vs the potential negative impact of the greater community.

The precedent has been set in this area.

We have an estate property of 5 acres directly to the west of the subject property.

Our neighbours to the west of us have a 4 acre property, the neighbours to the west of them have a 4 acre property and then there is Sargeant Bay Provincial Park.

The neighbours to the east of the subject property have a 30 acre lot with one dwelling and the neighbours across Redroofs Road from the subject property have a 60 acres.

The precedent in this area of Sargeant Bay is large estate lots with minimal impact on Sargeant Bay and Redroofs Rd.

If we give approval to this decrease in allowable lot size we are giving all the adjoining properties the same rights to increase the number of lots they can develop.

This will put a much greater load on Redroofs Rd. and Sargeant Bay.

Please consider this in your decision.

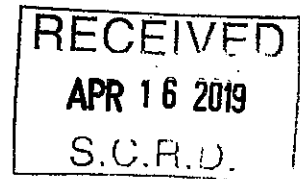
Respectfully submitted.

Heather andob Newman

Dr. Robert Newman MD

April 16, 2019

To Whom it may concern,
Sunshine Coast Regional District



Re: Re-zoning Amendment # 310.180.2018: Public Hearing Notice Lot 1

Given that the Society for the Protection of Sargeant Bay is directly involved in the stewardship of the Sargeant Bay Provincial Park, which logically includes any potential deleterious impacts on the marine environment as a result of activities undertaken in any watersheds that drain directly into the body of water that is Sargeant Bay; and,

Given that any activities undertaken during construction on this project may have significant impacts on wildlife in the area of Sargeant Bay, in particular nesting Bald Eagles or other raptors known to have nested on a large wildlife tree on the subject property in the past, and that would have been likely to return under normal circumstances; and,

Given that the Colvin Creek and Colvin Lake system support small, but important for biodiversity purposes, runs of Coho and Chum salmon, and it is not known what the potential negative impacts on water quality from septic system failure might have on returning spawning adults or outgoing smolts:

Let it be understood that:

The Sargeant Bay Society would like to go on record with the following comments and concerns as regards the above-mentioned Zoning Amendment:

Wildlife concerns:

1. Any activities that might interfere with normal nesting activities, and return to historical use of the nesting tree, should be avoided during the reproductive window and;
2. Any activities which might put the viability of the said nesting tree in jeopardy by damage to root health – i.e. road construction/blasting or parking lot soil compaction to an adequate area surrounding the base of the tree in particular – should not be allowed under any circumstances, now or in the future;

Septic system overload and drainage concerns:

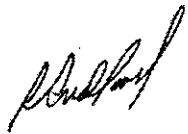
1. Any septic system failure, with subsequent drainage of contaminated discharge into the water body of Sargeant Bay, would be reasonably expected to interfere with the safe use of the beach and intertidal areas of the Park, and private waterfront properties as well. This is a high use Park, and any closure of the foreshore as a result of fecal contamination would mean a significant reduction in the enjoyment of the Park by the thousands of users each year, Halfmoon Bay residents as well as others.
2. Additionally, the Bay is a known favorite area for the harvesting of bottom-feeding Dungeness and Red Rock Crab, and a significant salmon fishing destination for local

fishermen, both of which would be put in jeopardy should the area be closed due to increased coliform contamination. The area is already off-limits for shellfish harvesting.

Recommendations:

1. Recommend restrictions to MOTI that would prevent any activities that might endanger the survival of the wildlife tree – an old-growth Douglas-fir.
2. Establish funding for a baseline and ongoing monitoring program for the Kenyon Creek discharge, or obvious secondary drainage points, to detect any increases in coliform counts as a result of capacity excesses or system malfunction resulting in sewage contamination through either surface drainage or transit by fissures—naturally occurring or as a result of blasting activities—in the bedrock on which this development is located.
3. Establish a plan, and responsibility, for sewage contamination of the Sargeant Bay water body and beaches. Any such events resulting in coliform-driven beach and harvesting closures must be jointly shared by the developer and the SCR D since SCR D staff has recommended this re-zoning application in its revised form.

Respectfully submitted,



Rand Rudland, B.Sc., MD
Pres., Sargeant Bay Society

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – June 13, 2019

AUTHOR: Yuli Siao, Senior Planner

SUBJECT: Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1, 2019 and Electoral Area A Zoning Amendment Bylaw No. 337.116, 2019 - Consideration for Third Reading and Adoption – Pender Harbour Ocean Discovery Station (PODS)

RECOMMENDATIONS

1. THAT the report titled Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1, 2019 and Electoral Area A Zoning Amendment Bylaw No. 337.116, 2019 - Consideration for Third Reading and Adoption – Pender Harbour Ocean Discovery Station (PODS) be received;
 2. AND THAT Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1, 2019 and Electoral Area A Zoning Amendment Bylaw No. 337.116, 2019 be forwarded to the Board for consideration of Third Reading;
 3. AND THAT prior to consideration of adoption of Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1, 2019 and Electoral Area A Zoning Amendment Bylaw No. 337.116, 2019 the following conditions be met:
 - i. The applicant enters into a covenant with the SCRD and registers it on title of the subject parcel stating that:
 - a. At all times when the auditorium is operational, a minimum of 39 off-street parking spaces shall be provided in suitably-zoned locations other than the subject parcel, and shuttle services shall be provided between these locations and the subject parcel;
 - b. Prior to the issuance of a building permit for the auditorium, the owner must provide SCRD with evidence that lands have been acquired or permission has been obtained to use lands in locations permitted by the zoning bylaw for the purpose of providing a minimum of 39 off-street parking spaces.
 - ii. The SCRD has received confirmation from the Ministry of Environment and Climate Change Strategy that the proposed development can proceed pursuant to the *Environmental Management Act*.
-

BACKGROUND

The above-noted bylaws received Second Reading on April 25, 2019. The SCRD Board adopted resolution 126/19 as follows:

Recommendation No. 2 *Egmont / Pender Harbour OCP Amendment Bylaw No. 708.1 and Electoral Area A 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 Second Reading and Public Hearing – Pender Harbour Ocean Discovery Station (PODS) be received;

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

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;

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;

AND FURTHER THAT Director Pratt be delegated as the Chair and Director Lee be delegated as the Alternate Chair for the Public Hearing.

A public hearing was held on May 14, 2019. This report summarizes comments received from the public hearing, recommends consideration of Third Reading and Adoption of the Bylaws subject to conditions.

DISCUSSION

Public Hearing Summary

Approximately 80 members of the public attended the public hearing. The Public Hearing Report can be found in Attachment C. The majority of attendants support the bylaw amendments.

Eleven written submissions were received after the notification and advertisement of the public hearing and prior to the closing of the public hearing (Attachment D). The total number of submissions received since the beginning of the application are nearly 100 supporting the bylaw amendments, and 10 opposing. The submissions received before the notification and advertisement of the public hearing are not attached to this report, but are available for the Board's review upon request.

Several key points were brought up at the public hearing and in recent written submissions, which are similar to those discussed in the previous staff report and consultation process. The following is a summary of these key points.

Support for the Project

The majority of public feedback supports the project. Supporters believe that PODS can provide environmental, economic and social benefits for the local and broader Sunshine Coast communities through environmental monitoring, scientific research and education, sustainable technology, creating job opportunities, and enriching culture and art. It is also recognized that potential disturbance to the immediate neighbourhood can be mitigated by sensitive building design, parking arrangement and construction management of the project.

Development Scale and Compatibility

Neighbouring residents are concerned about the overall compatibility of PODS with the Irvines Landing neighbourhood.

The Irvines Landing site is one of several commercial sites in Pender Harbour that provide a variety of services to the local community. They are very similar to each other, because each area is surrounded by residential properties, and accessed by curvy and narrow roads. The subject site for PODS has always been a commercial hub and designated for commercial use in the OCP. The site was once a marina and restaurant. It has been vacant for a long time and looks as if it could be part of a residential property.

Compared to a commercial development that could be built under current zoning, the PODS proposal is smaller in scale, range of uses and intensity and requires fewer parking spaces, and thus more compatible with the surrounding residential environment.

Transportation Management

There is some concern by local residents about PODS's ability to handle parking and traffic without negative impact on the local neighbourhood.

A professional transportation study commissioned by the applicant shows that in peak hours the facility will generate less than one vehicle per minute onto the road system. A total of 90 parking spaces are required for the facility. As proposed, 51 spaces will be provided on site, and 39 will be provided in two other sites with shuttle service, one proposed to be located at Madeira Park and the other near the intersection of Garden Bay Road and Sunshine Coast Highway. Large groups for conferences and events will be transported by buses directed from ferry terminals.

Diverting parking spaces to off-site locations can cut down on individual vehicle traffic travelling directly to the facility. Shuttle buses can carry large number of people or large groups for conferences or events, and generate very little traffic onto the road system. Boat shuttles from the Madeira Park parking site generate no vehicle traffic. Less traffic would generate less greenhouse gas emission, and less on-site parking is also visually more pleasing and compatible with the rural setting of the location. There are very few precedents of such a parking arrangement on the Sunshine Coast, but it could serve as an example of a sustainable and innovative solution that is uniquely suited to the Sunshine Coast.

The success of this parking solution will depend on the operation of off-site parking lots and shuttle services. Therefore it is recommended that as a condition prior to adoption of the bylaws, the applicant enter into a covenant with the SCR D stating that at all times when the auditorium is operational, a minimum of 39 off-street parking spaces shall be provided in suitably-zoned locations other than the subject parcel, and shuttle services shall be provided between these locations and the subject parcel. The covenant will also require the applicant to secure those locations prior to issuance of a building permit for the auditorium.

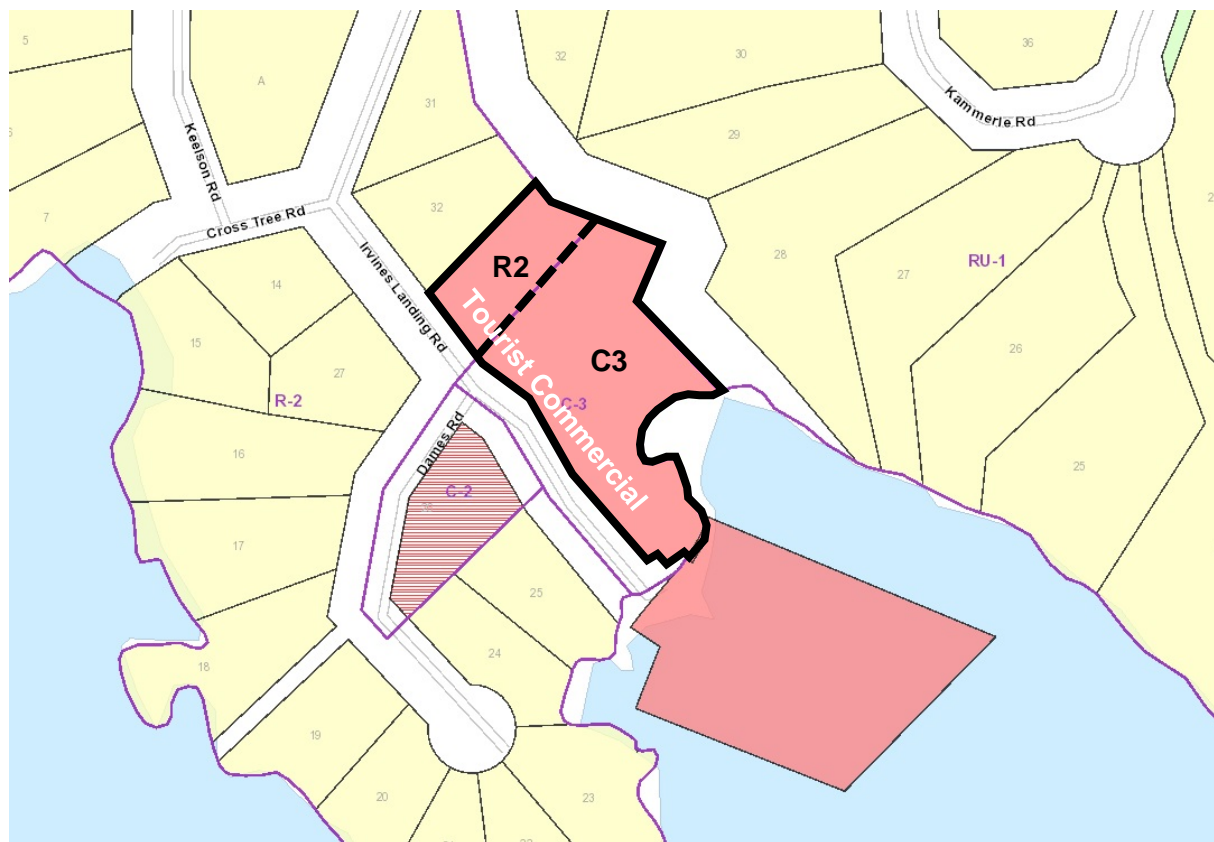
PODS also proposes to implement supplementary solutions to reduce traffic and discourage driving directly to the facility, for example, including shuttle service in admission fee and charging for on-site parking. To further discourage driving directly to the facility, prohibition of on-street parking on neighboring streets can be implemented through approval from the Ministry of Transportation.

As proposed, PODS will be developed in two main phases: Phase 1 - the pods building on the south, and Phase 2 - the auditorium on the north. On-site parking requirements will increase as the project develops: Phase 1 will require 42 on-site parking spaces and the full buildout will require 51 on-site parking spaces and 39 off-site parking spaces with shuttle service. The zoning amendment bylaw is revised to reflect the proposed phasing, and the requirement for loading spaces is also added (Attachment A).

Possibility of Retaining R2 Portion

A few neighbouring residents comment that they would support the bylaw amendments if the zoning for the R2 portion of the parcel were to remain. They consider this portion as a buffer to the neighbourhood.

As indicated by the map below, the R2 portion can provide a buffer for only one parcel to the north, rather than the entire neighbourhood. This portion is designated for commercial use in the Official Community Plan, and it is the OCP's long term vision for this portion to be part of a commercial use area in this location. Retaining this portion will reduce the limited commercial land base in Pender Harbour and make commercial development less viable. The current split zoning of R2 and C3 for the parcel is inconsistent with the OCP. The proposed bylaw amendments will consolidate the R2 and C3 portions and make zoning designation of the parcel more consistent with the OCP. The majority of public feedback support the full development of PODS on one consolidated land use designation. Therefore, within the context of this application, retaining the R2 portion does not represent good land use planning and staff do not recommend this option.



OCP and Zoning Map

Possibility of Zoning Reversal

A few local residents are concerned about the viability of the PODS business plan, and request that should the project fail in the future, the zoning for the parcel be reverted to the original designation. Business management of a development project is outside of the purview of the zoning bylaw, and the *Local Government Act* does not authorize zoning reversal contingent upon future conditions. If land use for the parcel changes in the future, a zoning amendment application will be required. If the subject zoning amendment proposed by PODS is adopted, any future development, regardless of ownership, will be required to comply with the site specific zoning provisions for the parcel.

Moorage

A few local residents request that the dock adjacent to the PODS parcel be made accessible to the public. PODS currently holds a lease from the province for the existing docks within a water lot in Joe Bay. Moorage facilities are administered by the province, and in the future, through the referral process with the province, the SCRDC will have an opportunity to provide input on potential development of moorage facilities.

Environmental Site Profile

The applicant has filed a Site Profile and Preliminary Site Investigation Report with the Ministry of Environment and Climate Change Strategy in accordance with the *Environmental Management Act* Contaminated Sites Regulations. The report concludes that there is an overall low risk for contamination at the site and recommends no further investigation. As a condition prior to adoption of the bylaws, the Ministry's confirmation that the proposed development can proceed must be received by SCRD.

STRATEGIC PLAN AND RELATED POLICIES

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

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

CONCLUSION

The public hearing held on May 14, 2019 for the proposed bylaw amendments indicates that there is broad community support for the PODS development and many community members believe that PODS can provide significant benefits for the Sunshine Coast. Public feedback and analysis in this report also demonstrate that issues and concerns raised by neighbouring residents can be addressed. A covenant is recommended as a condition to ensure parking solutions are in place for the facility.

Staff recommend that the application advance to Third Reading of the bylaws and Adoption of the bylaws subject to the recommended conditions.

Attachments

Attachment A – Electoral Area A Zoning Amendment Bylaw 337.116, 2019 for Third Reading

Attachment B – Official Community Plan Amendment Bylaw 708.1, 2019 for Third Reading

Attachment C – Public Hearing Report

Attachment D – Written Submissions

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

Attachment A Electoral Area A Zoning Amendment Bylaw 337.116 for Third 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 shall not exceed 35%.

Parking Spaces

1146.5 The minimum number of off-street parking spaces shall be:

- (a) 42 within the PA1D Zone for all permitted uses in Section 1146.1 except auditorium
- (b) 51 within the PA1D Zone plus 39 in other areas permitted by this bylaw and secured by a covenant for all permitted uses in Section 1146.1

Loading Spaces

1146.6 The minimum number of loading spaces shall be 3.

PART C – ADOPTION

READ A FIRST TIME this	10th DAY OF JANUARY	2019
READ A SECOND TIME this	25th DAY OF APRIL	2019
PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	14th DAY OF MAY	2019
READ A THIRD TIME this	DAY OF MONTH	YEAR
ADOPTED this	DAY OF MONTH	YEAR

Corporate Officer

Chair

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

14th DAY OF MAY 2019

READ A THIRD TIME this

DAY OF MONTH YEAR

ADOPTED this

DAY OF MONTH YEAR

Corporate Officer

Chair

SUNSHINE COAST REGIONAL DISTRICT

REPORT OF A PUBLIC HEARING HELD AT
Pender Harbour Community Hall
12901 Madeira Park Road, Madeira Park, BC
May 14, 2019

*Egmont/ Pender Harbour Official Community Plan Amendment Bylaw No. 708.1, 2019 and
Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.116, 2019*

PRESENT:	Chair, Area B Director	L. Pratt
	Alternate Chair, Area A Director	L. Lee
ALSO PRESENT:	Manager, Planning and Development	A. Allen
	Senior Planner	Y. Siao
	Recording Secretary	A. O'Brien
	Members of the Public	80 +/-
	Media	2

CALL TO ORDER

The public hearing for *Egmont/ Pender Harbour Official Community Plan Amendment Bylaw No. 708.1, 2019* and *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.116, 2019* was called to order at 7:00 p.m.

The Chair introduced staff in attendance and read prepared remarks with respect to the procedures to be followed at the public hearing. The Chair then indicated that following the conclusion of the public hearing the SCRD Board may, without further notice or hearing, adopt or defeat the bylaws or alter and then adopt the bylaws providing the alteration does not alter the use or increase the density. The Chair asked Yuli Siao, Senior Planner, to introduce *Egmont/ Pender Harbour Official Community Plan Amendment Bylaw No. 708.1, 2019* and *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.116, 2019*.

PURPOSE OF THE BYLAW

The Pender Harbour Ocean Discovery Station (PODS) is a development proposal and has attracted a lot of attention and feedback across the community.

Two public information meetings have been held regarding the proposal. Nearly 100 letters of support have been received from neighbouring, local and regional residents, property owners and business owners. The majority of attendants at the public meetings support the proposal. Nine submissions of opposition or concern have been received from neighboring residents and one resident across from the harbour.

There are various organizations involved in this proposal. The Ruby Lake Lagoon Society is responsible for project design, business planning, financing, construction management and operation of the facility. The Province is in charge of reviewing moorage license, road signage and improvement and heritage permit. Vancouver Coastal Health supervises the approval and monitoring of sewerage systems. The

SCRD is responsible for the approval of Official Community Plan (OCP) and zoning amendments, development permit, building permit and water system upgrade.

Application Process

The application is proceeding through the process. The next step will be consideration of Third Reading and Adoption of the bylaws. The process was summarized as follows:

- First Reading – January 2019
- Public Information Meetings – January, February 2019
- Second Reading – April 2019
- Public Hearing – May 14, 2019
- Consideration of Third Reading
- Conditions
- Consideration of Adoption

Similar Commercial Areas

From a land use planning perspective, although the areas around Pender Harbour are mostly residential, there need to be other areas for commercial and public uses to support the local economy and provide services. A map was provided to demonstrate commercial areas within residential neighbourhoods such as: Irvines Landing, Pender Harbour Marina and John Henry's Marina.

Irvines Landing site has always been a commercial hub and designated as so in the OCP. According to long time local residents, the site was once a bustling marina and restaurant that at times served 500 meals per day. The site has been vacant for a long time and gives an illusion of being a residential property.

Official Community Plan Designation

The PODS proposal is for a research, education, assembly and institution focused facility with auxiliary commercial use, as compared to the existing Tourist Commercial designation which is for retail, tourist accommodation, marina and recreation uses.

Current OCP Designation: Tourist Commercial (Retail, Accommodation, Marina, Recreation)

Proposed OCP Designation: Public Use and Utilities (Research, Educational, Assembly, Institutional, Auxiliary Commercial)

Zoning Bylaw No. 337 Designation

If the property were to be brought back to its full potential under the current C3 commercial zoning, more intense and a much wider range of uses would be permitted. The proposed PA1D Research and Assembly zoning would include principal uses and auxiliary uses.

Current: C3 zone (General Commercial) – 16 Permitted Uses

retail or wholesale sales; general repair outlet including gasoline service station; office; personal service establishment; neighbourhood pub; entertainment establishment; restaurant; open air commercial recreation; private club, including fraternal organizations and lodges; motels, lodges and campgrounds;

parking lot; marina including fuel sales; moving and storage facilities excluding autowrecking and salvage yards; bed and breakfast inn (5 bedrooms); one dwelling unit or single family dwelling per parcel; veterinary clinics

Proposed: PA1D Zone (Research & Assembly) – Principal and Auxiliary Uses

Principal Uses:	Auxiliary Uses:
1. aquarium, exhibition	1. restaurant, pub
2. auditorium, theatre	2. gift shop, retail
3. office, laboratory, research and diving facility	3. caretaker's residence
	4. boat ramp

At full buildout, a development under current zoning would be much more intense. It would have a larger site coverage on a smaller land area, it would have more floor space, and it would require more parking spaces.

Current C3 Zone (General Commercial)		Proposed PA1D Zone (Research & Assembly)
0.49 ha	Site Area	0.64 ha
50%	Site Coverage	35%
7000 m ²	Buildout	5332 m ²
280	Parking Space	90

Traffic and Parking Management

A professional transportation study was conducted and shows that in peak hours the facility will generate less than 1 vehicle per minute onto the road system. A total of 90 parking spaces are required. 51 spaces will be provided on site as indicated in the design plan, and 39 will be provided in two other sites with shuttle service (Madeira Park and near Petro Canada gas station). Large groups for conferences and events will be transported by bus directed from ferry terminals. Supplementary solutions to reduce traffic could be implemented by PODS. The Ministry of Transportation and Infrastructure (MOTI) has no objection to the parking and traffic arrangement.

On-site vs Off-site

Having some parking spaces in off-site locations can cut down on individual vehicle traffic traveling directly to the facility. Shuttle buses carry large number of people or large groups for conferences or events, and generate very little traffic onto the road system. Boat shuttles from the Madeira Park site generate no vehicle traffic at all. According to long-time local residents, many patrons of the former restaurant on the site came by boat. Less traffic means less CO₂ emission, and less on-site parking is also visually more pleasing and compatible with the rural setting of the location. This parking solution has very few precedents on the Sunshine Coast, but it could serve as an example of a sustainable and innovative solution that is uniquely suited to the Sunshine Coast.

Supplementary Solutions

PODS can use admission schemes to discourage driving directly to the facility, for example, include shuttle service in admission fee, charge for on-site parking. To further discourage visitors who still drive directly

to the facility, prohibition of on-street parking on neighboring streets can be implemented through approval from MOTI.

Visual Analysis

The neighbouring property owner is concerned about the visual impact of the PODS auditorium building. A comparison of the auditorium building with a new house that could be built under current zoning was presented. A house could potentially be built up to 11 metres in height, higher than the auditorium, and it would almost block the entire view corridor to the ocean except for the front porch of the neighbouring house.

Water and sewage facilities

Related to development planning of the site, 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 and nearby fire hydrants. The facility will use an on-site waste water treatment system. The design of the system will be reviewed by Vancouver Coastal Health.

Moorage

PODS has a lease from the Province for the existing docks within a water lot in the bay. Moorage development is controlled by the Province, and in the future, through the referral process with the Province, the SCRD will have an opportunity to provide input on potential development of moorage facilities.

Concluding Messages

- The use and scale of PODS proposal are suitable for the location and intensity
- The facility design is sensitive to the natural environment and neighbourhood
- Proposed solutions to land use issues: traffic, parking, net-zero energy building are feasible and innovative
- Proposed amendments are supported by Official Community Plan policies
- Good land use planning within the context of the application

The Senior Planner concluded his presentation and the Chair called a first time for submissions

PUBLIC SUBMISSIONS AT PUBLIC HEARING

Walter Kohli, 12849 Lagoon Road

Mr. Kohli expressed support for the PODS development for the following reasons: tourism revitalisation; opportunity to combine education, conservation and research; protects the local environment and ocean; supports environmentalism for young people; economic benefit for the trades industry and job/career development.

Liz Haines, 12895 Murdoch Road

Ms. Haines expressed support for the PODS project for the educational opportunity for students to learn about the ocean, environment and climate change.

Bob Fielding, 4781 Sinclair Bay Road

Mr. Fielding expressed support for the PODS proposal because it will be good for the children to learn about the ocean in local context. He encouraged the SCRD to limit the restrictions on the development so that it can proceed in a timely manner.

George Connell, 5474 Jervis Inlet

Mr. Connell expressed support for the PODS proposal for the benefits it will bring to the community.

Helga Grout, 15319 Hallowell Road

Ms. Grout expressed support for the PODS proposal for the following reasons: important community driven initiative; positive change for the community; science and cultural components.

Randene Neill, 13327 Kammerle Road

Ms. Neill expressed support for the PODS proposal for the following reasons: an inspiring community project; potential community hub; important cause for the future; will look after the environment and preserve the ocean.

Lesley Durrant, 13184 Sunshine Coast Highway

Ms. Durrant expressed support for the PODS proposal for the following reasons: will help the local economy and employment in the shoulder season; encourage young people to stay in the community; important to have a local facility to monitoring the ocean and environmental issues.

Ian Wright, 13215 Dames Road

Mr. Wright expressed support for the PODS proposal because it is important to study the science of the oceans, environment and climate change.

Jane McOuat Farrer, 13367 Lee Road

Ms. McOuat Farrer acknowledged that there are two sides to this issue and urged the community to stay together and not make this a divisive issue. She expressed support for the PODS proposal because it is good for the community, economically, educationally, and environmentally. She raised concerns with changes to the Lee Road area and increase in traffic.

Bill Hunsche, 4733 Billy Goat Road

Mr. Hunsche commented on the PODS project from a zoning amendment perspective. He believes that the PODS proposal will bring positive change and good diversification for the Pender Harbour area. He believes that those worried about their property values or neighbourhood concerns will find solutions that will work out in the end.

David Twentyman, 13219 Dames Road

Mr. Twentyman stated that he is not opposed to the concept of PODS and recognizes the good work of the Ruby Lake Lagoon Society. He expressed concerns of PODS development for the following reasons:

- parking and traffic control
- visitors may park on Dames Road or use private driveways to turn-around
- potential to have 300-600 guests a day
- scale of the project has expanded to a multi-use tourist facility
- disruption of privacy for the Dames Road residents

Beverly Saunders, 7775 Jervis Inlet Road

Ms. Saunders expressed support for the PODS proposal due to the benefits the research facility will bring to the Sunshine Coast and BC in terms of information on the oceans, water and climate change as well as examples of alternate building structures, alternative energy and waste treatment. She believes that PODS is forward thinking and positive for future generations.

Allyson Nelson, 4907 Pool Road

Ms. Nelson expressed support for the PODS proposal due to the positive impact it will have on the local economy and business in the off-season. She believes it will help her business keep staff employed in the winter and provide tourists will more things to do and stay longer in Pender Harbour.

Lee-Ann Ennis, 5066 Sherman Lane, Halfmoon Bay

Ms. Ennis expressed support of the PODS proposal and OCP amendment. She believes the PODS project has great potential to change the lives of students and encourage them to study fields of science, technology, engineering, arts, mathematics (STEAM). She believes that this project has benefits for everyone and the development can happen in a respectful manner for the community and environment.

Andrew Teal, 4075 Francis Peninsula Road

Mr. Teal commented as the Board Chair of Ruby Lake Lagoon Society. He stated that the Business Plan can be found online and outlines the sustainability, economic viability and community values for the project. He stated that the Ruby Lake Lagoon Society is committed to an engaged, open, collaborative approach throughout the process. The Board wants to ensure that community members concerns are addressed.

Sabine Tamm, 4540 Rondeview Road

Ms. Tamm expressed support for the PODS proposal for the educational and environmental benefits. She believes we need to be very careful to implement the best technologies, take risks with innovative and green practices. She notes the importance to take into consideration development and expansion on land, roadways, traffic, parking and pollution.

Stephen Hagen, 4517 Rondeview Road

Mr. Hagen expressed support for the PODS proposal due to his positive experience as a “citizen biologist”.

Jeremiah Deutscher, 1910 Ferndale Street, Vancouver

Mr. Deutscher is the architect for PODS development project. He stated that the Ruby Lake Lagoon Society will work with the community to make the project a success and help to resolve issues such as parking.

Annelise Sorg, 12709 Shark Lane

Ms. Sorg expressed concern regarding the display of live animals at the PODS facility. She urged the SCRD to implement clauses in the bylaw that does not allow live animal display or captivity. She is concerned with miss-educating children that it is ok to display animals for entertainment.

Darrel Smith, 13235 Dames Road

Mr. Smith believes that PODS is a commendable project and has a lot of potential. He questions why PODS would not research the zoning before purchasing the property. He believes that there are other locations that would benefit from having PODS in their neighbourhood. He is not against having PODS in his neighbourhood but is concerned what happens if the project fails. He respectfully suggests that the zoning revert back to what it is today if the PODS project fails.

Sam Beaton, 12748 Warnock Road

Mr. Beaton expressed support for the PODS proposal for the education it has provided him as a scuba diver and identifying the ocean life under water. He believes the PODS project will provide support for the diving community in the winter months and have spin-off benefits for other local businesses.

Dwayne Dobson, 4218 Packalen Boulevard

Mr. Dobson believes that PODS will provide positive change for the future.

Janine Snell, 13038 Hassan Road

Ms. Snell expressed support for the PODS proposal due to the environmental and community development aspects. She believes that PODS will greatly benefit the community for jobs, the ocean, and positive change.

Jeff Peifer, 4686 Sinclair Bay Road

Mr. Peifer expressed support for the PODS proposal from a tourism perspective. His accommodation business is located near the project site and his customers could walk, take a shuttle or dingy to PODS.

Call for Further Submissions

The Chair called a second time for further submissions.

The Chair called a third time for further submissions.

Michael Jackson, 5146 Elliot Road

Mr. Jackson acknowledged the community for supporting the PODS project. He stated that the Ruby Lake Lagoon Society will address the concerns of the neighbours as best as possible. The PODS project will create a network of research stations along the Coast. PODS will do something about the problem and will open up opportunities for children, provide jobs and increase business for the whole community.

Coro Saress, 13692 Falconbridge Road

Ms. Saress expressed support for the PODS proposal as it will give the opportunity for future generations to do something positive about global warming and climate change.

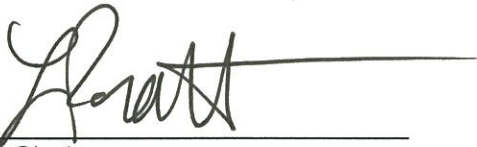
CLOSURE

The Chair called a final time for submissions. There being no further submissions, the Chair announced the public hearing for proposed *Egmont/ Pender Harbour Official Community Plan Amendment Bylaw No. 708.1, 2019* and *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.116, 2019* closed at 8:30 p.m.

The Chair thanked everyone for attending the public hearing.

Certified fair and correct:

Prepared by:



L. Pratt, Chair



A. O'Brien, Recording Secretary

From: [dl.chapman](#)
To: [Yuli Siao](#)
Cc: [Andreas Tize](#); [John Turnbull](#)
Subject: Pender Harbour OCP Ammendment
Date: Friday, May 10, 2019 2:35:19 PM

Hello

While we do not live in Pender Harbour we are 100% in support of the proposed Bylaw Amendment No 708.1. We believe that the proposed new use is entirely consistent with forward looking, positive development in the public interest and we encourage the SCRD Directors to support it.

Also we believe that the proposed use will benefit the local environment and biodiversity in the area and that the intended research will contribute to practical as well as theoretical knowledge that will assist in the restoration of fishing and other habitats critical for our coastal well being.

We further believe that the process of planning, fundraising, and purchase of that property has demonstrated broad public support at both the local level and beyond.

We believe that any concerns regarding increased traffic in the area while understandable would be similar to those for developments under the existing Bylaw and should not become impediments to the Amendment moving forward.

Finally we believe that the educational and economic benefits of the PODS project are long term and sustainable and demonstrate the extraordinary vision and wisdom of this initiative.

We trust that any self interest of a few will be viewed in the context of the immensely beneficial public good that will result from the passing of the Bylaw Amendment in question.

Thank you for considering our comments.

Lynn Chapman and John Turnbull
1529 Henderson Avenue
Roberts Creek, BC

This email was scanned by Bitdefender

From: [David Twentyman](#)
To: [Yuli Siao](#)
Cc: [len lee](#); [loripratt@](#)
Subject: PODS Development
Date: Saturday, May 11, 2019 7:26:55 PM

Dear Sir:

I am writing once again, on behalf of my neighbours, with concerns regarding the proposed PODS development at Irvines Landing.

Our feeling is that this development has grown out of control from a small research style facility, which we mostly could support, into a multi-use tourist attraction, which we feel will not, in the long run be sustainable. This sentiment has been reinforced after perusal of the proposed business plan.

Irvines Landing has been predominantly residential since the closure of the Union Steamship service in 1959. Most of the houses were built in the 1970's, on the sites of Union Steamship employees homes.

The area of Irvines Landing is currently 80% residential, including the small R2 plot of the proposed site, and excluding the C2 lot across the street. The latter has been residentially used for all the time that we have lived here (23 years). I understand that this zoning was in place when the previous owners took over the Pub and Marina facility. If that land were to be included, then the area that is residentially used is 85%.

The building of the PODS facility has, in our view, a number of major problems:

- The location is miles from the commercial centre of Pender Harbour, at Madeira Park, and therefore will not bring the increases in business that are being claimed.

- 34% of the revenue relies on the Gift Shop, Cafe and Restaurant, which we believe is overly optimistic.

- 18% of the revenue comes from Conferences, Summits and Retreats. Most of the residents do not feel that the location is conducive to retreats, as there is no on site accommodation. The plan is for most of the traffic to be 'electric bussed' or 'harbour shuttled' into Irvines Landing, and we believe that this does not make it at all viable for this sort of activity. Most people who go to conferences, etc., want to stay at the same location.

- The Business plan shows that 35% of the traffic will be by car. We feel that this is a low estimate, and that we will see customers driving down to have a look, rather than waiting for or taking the offered transportation. This we feel will result in the three cul-de-sac roads of Irvines Landing turning into off-site parking lots. In addition to that, since patrons of PODS will have to pay for their parking, it is not without reason that a lot of those people will just turn around and park on the residential streets adjacent. The number of people projected to arrive by 'electric busses' is only 10-17%, which was touted as the way the traffic/parking issues would be resolved.

- The number of visitors arriving by the 'harbour shuttle' is estimated at 32-36%. This we believe is also not a number that can be controlled by PODS, and would also require space for parking in Madeira Park. How do the residents of Madeira Park feel about this? Millennium Park is already at capacity on many weekends.

- If customers do decide to take the offered transport, we believe that they are likely to be killing time by wandering around the residential neighbourhood and intruding on the privacy and safety of residents, while waiting for the next bus/boat.

- There is not much room for buses and delivery trucks to turn which will result in a lot of 'noise pollution' from back-up horns for most of the day.

- The added traffic will not only cause disruptions and delays on an already narrow and poorly maintained road, but will result in the area becoming no longer one where residents can walk in safety, (due to the increased traffic), and

enjoy the tranquility of the country.

We would like to propose:

- that the rezoning should only apply to the current C3 area of the lot, allowing the R2 parcel to remain as a buffer between PODS and the predominantly residential area. This was part of the original proposal.
- that should this rezoning go through as planned, and the PODS development NOT proceed, or falter at a later date, that this site should revert to R2 Residential.
- Further, as in other jurisdictions, we would also like to see a "Site Specific" limit being placed on both the R2 and C3 parcels, which would limit the rezoning to only the PODS development. This would then safeguard the site from potential problems if the development does not get finished, or PODS decides to sell the site.

Yours truly

David Ll. Twentyman

This email was scanned by Bitdefender

From: Barbara Kappeli
To: Yuli Siao
Subject: Tonight's Meeting
Date: Tuesday, May 14, 2019 3:14:15 PM

Dear Yuli:

I am aware that my neighbours have recently communicated their further concerns about the proposed PODS development at Irvines Landing and have requested a personal response to queries posed.

The proponents (plus their architect and you, the planner) should be prepared to respond verbally at the public meeting to the issues raised. It will not be adequate to inform residents that their input will be forwarded to the Committee for consideration. It will be necessary to fully delineate the anticipated construction schedule and outline how the lands are to be used as the development is phased in if it is the intention to approve this rezoning application.

Local residents have already made various suggestions on how they would wish the SCRD to respond with protectionist measures to safeguard the neighbourhood as building continues. We are requesting that a committee be struck to liaise with both the District and the Department of Highways on means of access and anticipated traffic problems associated with this "end of line location".

Barbara Kappeli

Sent from my iPad

This email was scanned by Bitdefender

From: Honzi Lin
To: Yuli Siao
Subject: PODS rezoning proposal
Date: Sunday, May 12, 2019 3:20:26 PM

Dear Mr. Siao:

I am a resident at 4188 Irvines Landing Road. I moved here from Lower Mainland in 2016 to recover from my illness. I've searched all over and decided that this is the best place for me. But the PODS plan is going to defeat the purpose of my moving.

The PODS project will make noise level increased dramatically. With all the increased traffics and activities, the air will be dustier which will hurt me more than anything else.

I believe the original plan had it's own intention to keep this part of the community as RESIDENTIAL. And we shouldn't change it just for an unrealistic project.

Although there are many who support PODS, they don't live here. They might just think the GREEN development is great and didn't consider all the fact of the project.

I am registering my opposition again the proposed zoning change.

Thank you.

Best Regards

Honzi Lin

This email was scanned by Bitdefender

From: [daccessories](#)
To: [Yuli Siao](#)
Subject: PODS
Date: Monday, May 13, 2019 9:25:31 AM

May 13, 2019

Dear sir/madam,

On behalf of our neighbors at Irvines Landing & Dames Road, we are writing our concerns regarding the proposed PODS development at Irvines Landing.

We moved to Dames Road from the city. Vancouver is getting too crowded, too much traffic, and not a good place to retire.

We bought our house because we believed it is a better place to retire, it is a quaint place. We enjoy the tranquility & quiet neighborhood. No traffic congestion. No air pollution.

When we bought our place, our Realtor never informed us about this PODS. No knowledge about it. Until we start getting to know our neighbors, and we are informed of this proposed PODS development. We were very disappointed. We did our own research. And this proposed Pender Harbour Ocean & Development Research started to be small research style facility. Then it grew out of control, into a multi-use tourist attraction.

Our concern to this matter has a number of major problems:

- the location is miles from the commercial centre of Pender Harbour, at Madeira Park, and therefore will not bring increases in business;

- revenues relies on the gift shops, cafe, & restaurant, which is overly optimistic.

- revenues comes from conferences, summits & retreats. Most of the residents do not feel that the location is conducive to retreats, since there are no accommodations on site.

Besides, most people who go to conference, want to stay at the same location.

Irvines Landing road is not safe for buses, and it creates congestion because of the narrow & poorly maintained road.

We are not sure, if Irvines Landing Road can handle heavy traffic.

- the business plan shows 35% of the traffic will be cars. We strongly believe that this is a low estimate.. and that we will see customers driving down to look around, rather than wait for offered transportation. In addition to that, since the patrons of PODS will have to pay for their parking, it is not without reason that lots of people will just turn around and park on the residential streets adjacent.

There is not much room for buses and delivery trucks to turn which will create a lot of noise pollution from back up horns for most of the day. The added traffic will not only cause disruptions and delays on an already narrow and poorly maintained road, but will result in the area becoming no longer safe for residents to walk, and enjoy the tranquility of our community.

We would like to propose:

1. that the rezoning only apply to the current C3 area of the lot, allowing the R2 parcel to remain as a buffer between PODS and the predominantly residential area;

2. that should this rezoning go through as planned, and the PODS development NOT proceed, or falter at a later date, that this site should revert to R2 residential;

3. Furthermore, as in other jurisdictions, we would also like to see a "Site Specific" limit being placed on both the R2 & C3 parcels, which would limit the rezoning to only the PODS development.

this would then safeguard the site from potential problems if the development does not get finished, or PODS decides to sell the site.

Truly;

Ron&Liz
13241 Dames Road
Garden Bay, BC
V0N 1S1

This email was scanned by Bitdefender

From: [Gaylene Lueger](#)
To: [Yuli Siao](#)
Subject: PODS
Date: Friday, May 10, 2019 8:41:25 AM

Hi Yuli. I would also want to state for the record that I wonder if a study done on impact on environment (cetaceans and fish and birdlife) re noise and wave action from more boat traffic going to and from proposed PODS and also, can we support all the fresh water needed for tourists and a huge fresh water tank? With more and more building going on up here, soon we will also have water issues like Sechelt.

Also, again, we are not happy because we know our lives will be negatively impacted from outdoor noise and music emanating across the water of the bay towards Francis Peninsula Road. How would anyone like to suddenly be living across from a pub/convention centre?! Not in my back yard. So much for peace and quiet having to listen to raucous people drinking and music etc.

Please bring this to attention to SCRD meeting attendees. Thank you.
Gaylene Lueger and Daniel Raymond

Sent from my iPhone

Begin forwarded message:

From: Gaylene Lueger <[\[redacted\]](#)>
Date: April 24, 2019 at 11:50:55 AM PDT
To: Yuli.Siao@scrd.ca
Subject: PODS

Hi Yuli. To whom could I send this email voicing my concern regarding the building of The PODS at Irvines Landing? Or could you copy me and forward it to appropriate department. Planning? Thanks.

Our house on Francis Peninsula Road faces north and we look across at the planned area where PODS wants to build parking, Marine convention centre, pub etc and we are totally against it. We know that area is zoned commercial but feel the noise pollution from people and music coming across the water to all the houses in this area will not be a good thing, in addition to all the extra boat and plane traffic disturbing bird life as well as pollution in the water from more boats, not to mention too much car traffic on Garden Bay Road and the accompanying drinking and driving etc.

This is a very peaceful area and we are not looking forward to the PODS. Tourists come here BECAUSE it is (was) a quiet wilderness area, and the PODS would spoil this. We are all entitled to an opinion and this is ours. The new jobs it would bring are relatively minimal. Thanks!

Gaylene Lueger And
Daniel Raymond

From: Bob McCulloch
To: Yuli Siao
Subject: Proposed PODS Development , Irvines Landing
Date: Saturday, May 11, 2019 11:50:35 AM

Dear Sir

Our family has been fortunate to have enjoyed our recreational property on Dames Road in Irvines Landing for five decades. During this period we have appreciated the solitude of this tiny seaside community. It is my feeling that the proposed development has grown dramatically from initial plans for a biological research center to a large commercial complex with auditorium and associated gift store etc. This is, in my opinion, the wrong location for a project of this size, the anticipated number of patrons will very much negatively impact our quiet way of life as we have known it.

Having to transport customers to the venue because there is a lack of onsite parking is a "Red Flag" indicating that this location is unsuitable for such a venture. I do not see how this very ambitious business plan will succeed given the lengths to which customers must undergo to travel to their final destination. A business of this magnitude would stand a far better chance of success were it located in a more easily travelled region such as Gibsons , Sechelt or Madeira Park .

I am opposed to this project as it is currently proposed.

R. McCulloch
13223 Dames Rd,
Irvines Landing,
Garden Bay B.C.
V0N 1S1

Sent from Mail for Windows 10

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To Whom It May Concern:

I'm writing you this letter to express my opposition to the PODS development and proposed zoning changes. My family has resided in Irvine's Landing on Dames Road since 1965. In 1965 there was a very small café and marina on the site of the proposed PODS development. The development was very community oriented giving residents a place to interact and the benefit of moorage and marine services. Such a development added quality of life to the residents and value to their properties. There was very little road traffic, and everyone walked to the marina with fishing rods in hand. This development was on a scale that complemented the area and greatly benefitted the immediate residential neighbourhood.

As the years went by, a larger pub and dining area was built, which still left a sense of community for the surrounding residents. The road traffic was contained given that a large portion of the patrons accessed the facility via the water due to the large amount of moorage and docking availability. The pier of the government dock still remains, but unfortunately, within the last couple of years, docking facilities are no longer in existence. The business was sold with the understanding that further development would retain marine moorage benefits with the possibility of building townhouse type residences on the site at best. Again, a development that would fit into a small residential neighbourhood and community. My opposition to the PODS development is as follows:

1. No benefit or consideration that I am aware of, was given to the local residential community. Access to launch canoes, kayaks, or small watercraft has always been available at this site for the 55 years that I have lived in the neighbourhood.
2. The business plan is grandiose, overly optimistic, and inappropriately located in a small residential community.
3. This project will have probable funding issues, which could lead to half-finished derelict buildings on the site in the future.
4. This project will likely cause considerable harm to a nearby resident regarding quality of life issues and financial loss.
5. Security issues for the residential neighbourhood given that a number of residents are not owner-occupied year-round.
6. Safety issues for the large amount of pedestrian traffic, especially during the summer months. The primary recreation activity in the area is walking. The roadways are narrow and poorly maintained.

The PODS development as proposed could do well in a location such as Granville Island, in the central core of Vancouver, or maybe the shores of West Vancouver, where there could be the possibility of wealthy donors and patrons. In its present proposal it is my opinion that the PODS development is inappropriately located in a small, confined, residential neighbourhood. The grandiose plans that are now being proposed are less to do with what would be a benefit to the community and more to do with marketing and promotion. This would seem an attempt to secure further funding from institutions that would pay attention to the large scale of the project. I am shocked and disappointed that the SCRDC is entertaining the proposed development plan given the impacts it would have on the residential neighbourhood and the inappropriate and unrealistic nature of the business plan.

If the proposed change in zoning is approved by the SCRDC I request that it needs to be specific to the PODS only. This would protect our residential community in the event that the proposed

development never materializes, and the property is sold. I would also request that if this development actually comes to pass as proposed, that the SCRD gives the residents in Irvine's Landing the option of gating the roadways leading into the residential cul-de-sacs. This would help mitigate some of the damages imposed on our residential neighbourhood by the PODS development. Please get back to me regarding the possibility of future gating of the cul-de-sacs and the reversal of zoning if PODS ends up selling the property. Unfortunately, I am not able to attend the Public Hearing on May 14, 2019. Please direct further correspondence to my email address

Sincerely,

Randolph Roxborough

13231 Dames Road

Irvine's Landing

Garden Bay, BC

VON 1S1

From: [Darrel Smith](#)
To: [Yuli Siao](#)
Subject: PODS
Date: Sunday, May 12, 2019 4:04:33 PM

Dear Sir:

I am writing regarding the proposed PODS development at Garden Bay in Irvines Landing.

We are long term residents of the area - over 60 years, and are very concerned about the proposed PODS proposal and the impact it will have on the neighbourhood.

The PODS proposal is certainly well documented and obviously represents a lot of work, and in itself has the potential to be a very scientific study and development which obviously will have a public appeal. However, in our opinion it is sited in the wrong place and as proposed will certainly have a very adverse effect on the surrounding community as the location and development has absolutely no benefits that will enhance the area

Over the years we have enjoyed a very peaceful and scenic neighborhood with a lot of the natural benefits that now exist, great scenery, floral gardens and mostly friendly wildlife, all in all a very idyllic environment. Also in the past we have enjoyed the benefits of a boat launching facility and public marina. Now gone, but certainly we miss those benefits and ideally a future development that gave these types of amenity benefits to the community would receive a lot more support than the existing development proposal.

I am a retired pilot and spent many flights over the sunshine coast and am well aware of many other sites on the coast that would appear more suitable for the PODS project and already have a "user friendly potential" environment, and as such, who would more than likely fully endorse the project.

The literature that PODS has distributed gives cause for concern as well - specifically in regard to the number of vehicles that undoubtedly will over tax an already fragile entry road system and to say nothing about the lack of suitable parking availability to accommodate the forecast traffic volumes. Not only does the idea of transporting visitors from an offsite area by bus and or boat seem questionable, but the anticipated volume of visitors - 300 to 600 per day is very, very scary. Also, I'm sure many visitors would be seeking accommodation in the immediate area - which currently does not exist.

Also, the plan appears to include the removal of a significant granite out cropping to accommodate a parking facility for 43 vehicles - . the cost of the required drilling and blasting would be formidable, to say the least to say nothing of the disruption to the neighboring environment.

Also, one must question just how familiar are the council members with the site - and have they actually set foot on the ground - if so what is their personal assessment and reaction?

As you can tell - we are not supporters of the proposal in any manner what so ever, however, if the SCRDC sees fit to amend the current property zoning to accommodate the PODS development, then as I believe, that has already been suggested, the revised zoning should contain a reversion clause - that if the proposal fails to complete within the time frame

allocated, that the zoning would revert to its former status - this would preclude any future development occurring without more approvals.

Thank you for your consideration.

Darrel and Jan Smith.

13235 Dames Road, Garden Bay.

12 May, 2019



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From: K W
To: Yuli Siao
Subject: May 14 - Feedback for Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1 and Electoral Area A Zoning Amendment Bylaw No. 337.116 - PODS
Date: Tuesday, May 14, 2019 1:55:28 AM

Dear Mr. Yuli Siao (Senior Planner SCRD (yuli.siao@scrd.ca),

I am reach out to you again as a spokesperson for the owners of 13207 Dames Rd (Promised Land Group Ltd.), as the owners (since 2006) are not available to attend the upcoming public information meetings on the proposed rezoning relating to Pender Harbour Ocean Discovery Station (PODS)

While we are in support of PODS research goals ("...need for more monitoring and research of both our coastal waters and freshwaters systems..."), we continue to **strongly object** to the proposed rezoning, as we view the commercial elements of the PODS development will bring permanent harm to our residential area at Irvines Landing - a quiet neighborhood enjoyed by families of all sizes with little traffic, where adults, children, and dogs would walk & bike around the community. After reviewing recent documents ([link](#)), we continue to have major concerns.

We are reiterating that PODS project doesn't belong in a residential neighborhood. Has there been SCRD scrutiny why PODS chose a site in a residential neighborhood, a site with zoning that is inconsistent with their needs? Why would they not choose a site that's more commercial in nature?

We fail to see how PODS project can bring in addition tax dollars? The project seems to be exemption from property taxes and other taxes, while at the same time utilize more services from SCRD (waste disposals, effluent discharge, fresh water uses, electricity etc). PODS says the project is viable with existing visitors, which implies no new net visitors = no new businesses = no new tax dollars. A project that doesn't contribute to tax base while draining resources is an undesirable project.

The current zoning (C3+R2) is more than sufficient for our community, as it provides for potential **small** businesses such as marinas, retails, restaurants, offices - provides a direct benefit to our community without major impacts. In the proposed PODS development, the proposed activities (i.e. exhibitions, conferences, museums, performances) is not a good fit within a residential area. A research-only facility may be a better fit - the commercial nature of the proposed development is definitely not.

We, in the community, are in the minority that opposes the PODS project because we are the only community being impacted. We hope SCRD will diligently consider the direct impacts to Irvines Landing. In order to have a win-win for all stakeholders (SCRD, PODS,

Pender Harbour, Irvines Landing residents), PODS must choose a new location

Thank you

Kevin Wong
Spokesperson representing Promised Land Group Ltd
13207 Dames Rd

This email was scanned by Bitdefender

TO: Yuli Siao, Senior Planner SCRD (yuli.siao@scrd.ca)

FROM: Richard Yeung (, 13212 Dames Rd, Garden Bay, BC

DATE: 23rd May 2019

SUBJECT: Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1 and Electoral Area A Zoning Amendment Bylaw No. 337.116 – Pender Harbour Ocean Discovery Station (PODS)

Mr. Yuli Siao,

I am writing again to express our family's **strong objection** to the proposed rezoning relating to the PODS development - we are less than 100m away from this project. I have missed the previous two public information meetings, but have followed the meeting minutes on SCRD website. I won't able to make the May 14th public hearing as well.

We are still against the PODS development because the Irvines Landing community will be burdened by all the harm this project will bring, while the Pender Harbour community and PODS will receive all the benefits. There's a reason why there's support for this project, because most if not all supporters will undoubtedly resides outside of Irvines Landing - If one is not affect directly, why wouldn't they support it? I would ask the decision makers please keep this in mind.

After reviewing the meetings from prior meetings, we still have the following concerns

- A) Nature of development
- B) Parking
- C) Traffic management (vehicles and boats)
- D) Devaluation of property values
- E) Taxation

A) Nature of development

PODS is a business - there is no denying that. It's a commercial operation hiding behind a research front (PODS says the operating hours is 10am to 10pm - these are commercial hours!) I applaud the goals of PODS, but the site location & scale of development is inconsistent with both the current OCP, and with our residential neighborhood in Irvines Landing where there is no commercial activities (the closest being Lakeside campgrounds 1000m away)

The proposed concerts for auditorium will cause noise pollution to the community. It doesn't matter if the building is soundproof; all it takes is 1 person to open the door to cause noise pollution (i.e. Large audience, not enough a/c, doors are opened for ventilation). Noise pollution also comes via increase boat traffic, vehicular traffic, foot traffic (people talking loudly leaving PODS site)

The current C3 & R2 zoning sufficiently allows for small businesses that provides direct benefit to Irvines Landing. PODS development is better suited to be at or near Francis Point Ecological Reserve & Francis Point Provincial Park - plenty of green space, oceanfront, hidden away to minimize disrupt to nearby residents. Is there a reason why this has not been address? I would think the local & provincial government can provide such support to PODS.

PODS plans has been evolving a lot since Day 1, even donors has question their ever changing plans. I question PODS' ultimate goal and intentions and if they are trustworthy to truly address concerns for Irvines Landing residences.

B) Parking

There is still lack of planning on parking for the project despite the parkade at PODS.

- How to ensure guest will not park on Dames Rd or Irvines Landing Rd?
- If there's violations, is SCRD responsible for enforcement? RCMP?
- Who's paying for this enforcement?
- If resident needs to make a complaint on parking violation, how long is response time? (By the time an enforcement officer comes, it'll be too late)
- PODS mentions "... underground parking which is very expensive..." to build - the very nature of their parking needs does not match what the site offers (the site is not suitable for PODS)

C) Traffic management

- There has been little said about traffic management (i.e. are road being rebuilt? Sidewalks? Who's paying for the roads? (PODS? Provincial government?)
- PODS will increase boat traffic in Joe Bay by 5-6 times (I estimate currently 2-3 boat traffic daily), how has this been address? The impact on the shoreline and marine life has not been address or research.

D) Devaluation of property values

I'm reiterating the our residential community in Irvines Landing. It is unclear where tangible benefits to Irvines Landing lies, while it is absolutely clear the effects on the community is detrimental. Property values in our community will suffer as result of this project. None of this is addressed in the rezoning application.

E) Taxation

PODS development will drain resources from SCR D (electricity, water, human capital etc) while contributing very little in tax, if at all (PODS says it pays no property tax after rezoning, and also other tax exemptions). How is this fair to residents that pays tax? Irvines Landing resident will be paying more tax dollars for PODS to use up the resources, while at the same time, suffer the damage PODS will create to the community.

In closing, it is unfortunate that PODS has chosen this site for their project, a site which is unsuitable for their real needs. The current plan looks nice and appeal on the surface, while having sufficient holes and downfalls that are not being address. I urge SCR D to please consider the impact to Irvines Landing community, who are directly impacted, and reject this rezoning application

Thank you

Richard Yeung
13212 Dames Rd, Garden Bay, BC V0N 1S1

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – June 13, 2019

AUTHOR: Yuli Siao, Senior Planner

SUBJECT: DEVELOPMENT VARIANCE PERMIT DVP00046 (MAYNARD) - ELECTORAL AREA F

RECOMMENDATIONS

THAT the report titled Development Variance Permit DVP00046 (Maynard) - Electoral Area F be received;

AND THAT Development Variance Permit DVP00046 to vary Zoning Bylaw No. 310 Section 502.8(b) for the maximum floor area of a freestanding auxiliary dwelling, from 55 m² to 61 m², be issued subject to:

- Comments received from Skwxwú7mesh Nation within the 60-day referral period.
-

BACKGROUND

The SCRД received an application for a Development Variance Permit to vary the maximum floor area of an auxiliary dwelling unit from 55 m² to 61 m². There is an existing single family dwelling centrally located on the property. The floor area of this dwelling is 69 m². The proposed auxiliary dwelling will be located on the east part of the parcel.

The purpose of this report is to provide a land use planning analysis on the application and obtain direction from the Planning and Community Development Committee on moving forward.

Owner / Applicant:	Jordan Maynard
Civic Address:	952 Marine Drive
Legal Description:	LOT B (SEE 464994L) LOT 1 OF LOT 2 BLOCK B DISTRICT LOT 694 PLAN 7344, PID: 010-653-473
Electoral Area:	F – West Howe Sound
Parcel Area:	2420 m ²
OCP Land Use:	Residential
Land Use Zone:	R1 - Residential One
Application Intent:	To vary the maximum floor area of an auxiliary dwelling unit from 55 m ² to 61 m ² .

Table 1 - Application Summary

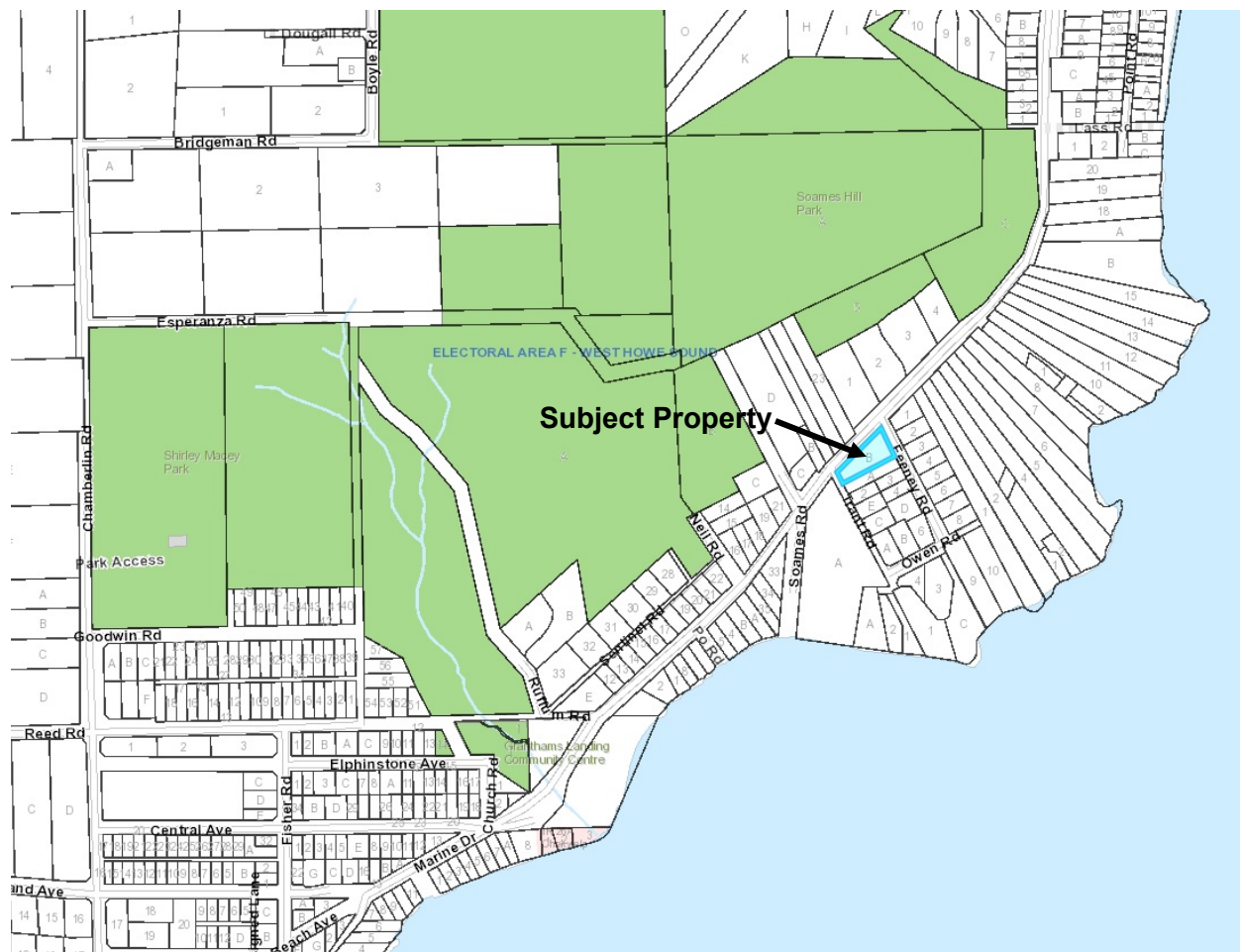


Figure 1 - Location Map

DISCUSSION

The proposed free standing auxiliary dwelling has a floor area of 61 m². The building will be located on the east and wooded portion of the parcel. It will be positioned in between trees to avoid cutting of trees and surrounded by trees and other natural vegetation.

The existing dwelling is located near the centre of the parcel. It has a floor area of 69 m². The total floor area of the two dwellings combined will be 130 m², which is less than the average floor area of most single family homes, although the principal dwelling could be rebuilt or expanded to a larger size in the future.

The R1 zoning for the parcel permits a single family dwelling and an auxiliary dwelling. The parcel size of the subject property is more than twice the size of most parcels in this block. Therefore there is ample space to accommodate a slightly larger auxiliary dwelling, possible future expansion of the principal dwelling, and a new septic field to serve the auxiliary dwelling. The parcel cannot be subdivided without amending the current Subdivision District C which requires a minimum lot size of 2000 m². If the property were to be rezoned to allow a smaller lot size, a subdivision would permit two single family homes of larger size, one on each of the resulted lots. Larger-sized homes on separate lots would also need more clearing of land and

removal of trees, especially on the east half of the original parcel. This would result in more alteration to the existing character of this rural neighbourhood. The applicant prefers retaining the original large parcel and having two separate smaller dwellings. This would reduce disturbance on the natural environment of the property, and help to provide a more affordable housing option for the applicant. The slightly larger auxiliary dwelling (6 m² more than zoning requirement) will also provide for more functional floor space for the dwellers.

Relaxing the maximum auxiliary dwelling floor area regulation is currently under consideration through the Zoning Bylaw No. 310 review.

The West Howe Sound Official Community Plan recognizes the role auxiliary dwellings can play in providing affordable housing options, and encourages the consideration of compact housing while maintaining the character and integrity of the rural area.

Based on the above analysis, the proposed variance meets all criteria in order to be considered for approval, including consistency with the intent of the zoning bylaw and Official Community Plan, no adverse impact on adjacent properties or natural environment, and a unique and best solution for the given circumstances.

Options

Possible options to consider:

Option 1: Issue the permit.

This would authorize the applicant to proceed with constructing the proposed auxiliary dwelling on the property. Planning staff consider this option would support the provision of an affordable housing option in existing residential neighbourhood without negative impact.

Planning staff recommend this option.

Option 2: Deny the permit.

The existing regulation requiring a maximum floor area of 55 m² for auxiliary dwellings in the R1 zone would continue to apply.

Organization and Intergovernmental Implications

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

Referral Agency	Comments
SCRD Building Division	No concerns with application.
Sḵwxwú7mesh Nation	Referred on April 12, 2019. Awaiting comments.
West Howe Sound Advisory Planning Commission	At a meeting on April 23, 2019 meeting the APC passed a motion supporting the application.
Neighbouring Property Owners/Occupiers	Notifications were distributed on April 12, 2019 to owners and occupiers of properties within a 50 metre radius of the subject property. No comments were received.

STRATEGIC PLAN AND RELATED POLICIES

Review of the application for the development variance permit supports the SCRD's Values of Collaboration and Transparency.

CONCLUSION

The proposed development variance permit to increase auxiliary dwelling floor area by 6 m² meets all criteria for variance considerations and helps to provide an affordable housing option that can be well integrated into the existing neighbourhood and natural environment.

Staff recommend support of this application subject to receiving comments from the Sḵwxwú7mesh Nation within the 60-day referral period.

ATTACHMENTS

Attachment A – Proposed building plans
 Attachment B - Variance Criteria

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

Attachment A Proposed building plans





A.04

Application for Development
 Variance Permit
 South Elevation

ISSUE
 March 18 2019
 DRAWN BY
 Jordan Maynard

PROJECT
 Tree House at 952 Marine Drive,
 Gibsons

Owner/Builder
 Jordan Maynard
 952 Marine Drive,
 Gibsons, BC, V0N1V1





The Tree House at Soames Point

Date
March 18, 2019

DRAWN BY
Jordan Maynard
& Rachel Friesen

Site Address
952 Marine Drive
Gibsons, BC
V0N 1V1

PROJECT
The Tree House

Owner/Builder
Jordan Maynard
775-882-5873
Jordan@southandstorm.ca
952 Marine Drive, Gibsons



Attachment B Variance Criteria

Development Variance Permit Application

952 Marine Drive, Gibsons, V0N 1V1
Jordan Maynard & Robin Friesen

All new development should meet the Regional District's applicable bylaw standards. A variance is considered only as a last resort. An application for a development variance permit should meet most, if not all, of the following criteria, in order to be considered for approval:

The variance should not defeat the intent of the bylaw standard or significantly depart from the planning principle or objective intended by the bylaw. Please elaborate how the requested variance meets this criteria:

The proposed single family house built as an auxiliary dwelling unit is on a the largest parcel in the neighbourhood by almost double. The property would naturally lend itself to future subdivision, although this is not our intent. Our primary residence on the property is 740 square feet, and the proposed dwelling is 650 square feet of floor area coming to a total square footage of 1390 square feet, less than most neighbouring houses.

The variance should not adversely affect adjacent or nearby properties or public lands. Please elaborate how the requested variance meets this criteria:

The proposed dwelling is situated to avoid cutting of any of the large trees on the property in order to maintain privacy for neighbours and to create a non-ostentatious, secluded cabin feel with natural vegetation surrounding.

The variance should not be considered a precedent, but should be considered as a unique solution to an unusual situation or set of circumstances. Please elaborate how the requested variance meets this criteria:

The proposed dwelling is situated on a large property, double that of the neighbouring properties, who were all subdivided, and the existing primary residence has only 690 square feet of floor area. The proposed auxiliary dwelling is approximately 60 square feet over the allowed 592 square, however the benefits of more floor space for our growing family, and future families turns a conforming auxiliary dwelling from something that would be used for short term rentals, to a long term family home. We believe this is important on the sunshine coast where housing for families is limited.

The variance represents the best solution for the proposed development after all other options have been considered. Please elaborate how the requested variance meets this criteria:

Without a variance permitting our 650 square foot home, our property would be a good candidate for zoning change and subsequent subdivision into two smaller property (as all the rest of the neighbourhood has done). Subdivision would allow us to build a larger primary residence. Our goal however is not to build a large house, but to build something liveable for

our family, and for the rural natural character of Soames and the sunshine coast to be maintained.

The variance should not negatively affect the natural site characteristics or environmental qualities of the property. Please elaborate how the requested variance meets this criteria:

The proposed dwelling, and the process of its construction, will prioritize the ecosystem and the community to level we believe is unseen in any other construction project in the SCR. The dwelling is situated so that no trees have to be cut in the forest that exists on the property, and all sword ferns, Oregon grape, and other native plants existing under the house will be transplanted. To minimize tree root disturbance we have opted for a pier and beam foundation system. This will also allow the natural hydrology and the soils flora and fauna to be undisturbed. Rainwater collected from the roof will be fed into a drip irrigation system under the house. The walls will be insulated with "slip-chip" - local cedar chips coated in a fine layer of native clay, and the interior walls will be of natural clay plasters. The framing and wood will be of local timber. Surrounding the home will be natural native forest, unlandscaped, which will continue to provide habitat for the local squirrels, Cory the cougar, the bears and deer.

NB

Our proposed 650 sq' includes a 9 sq' mechanical room
(Useable floor area = 641 sq')

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – June 13, 2019

AUTHOR: Jonathan Jackson, Senior Planner

SUBJECT: DEVELOPMENT PERMIT APPLICATION DP000075 (GIBSONS READY-MIX)

RECOMMENDATIONS

THAT the report titled Development Permit Application DP000075 (Gibsons Ready-Mix) be received;

AND THAT the Development Permit DP000075 (Gibsons Ready-Mix) located within Form and Character Development Permit Area 7 (Rural Industry) be issued, subject to the following conditions:

1. The applicant submit a sign and lighting plan acceptable to the Manager, Planning and Development, that addresses the Form and Character Development Permit Area 7 (Rural Industry) signage and site lighting design guidelines.
 2. The applicant must provide a cash security deposit based on the estimated amount of the landscape works (softscape and hardscape) plus 10%. The security deposit will be refunded upon request and confirmation that the landscape works have been completed in a manner acceptable to the Manager, Planning and Development.
-

BACKGROUND

SCRD has received an application to construct a new industrial building proposed to be situated on an unaddressed industrial-zoned site comprised of two legal lots, totalling 1.48 hectares. Located in Elphinstone, the two irregularly shaped parcels are bounded by undeveloped Sunshine Coast Highway bypass extension road allowance to the south and southeast with Gilmour Road constructed through the eastern portion. Neighbouring properties to the west are addressed on Keith Road and host similar uses including aggregate processing and asphalt manufacturing. To the north is a Crown owned parcel containing a works yard for the Ministry of Transportation and Infrastructure (MoTI).

The proposed building would be used for storage, office and operations of Gibsons Ready-Mix, a concrete batch plant. The subject property is located within Development Permit Area #7 (Rural Industry) of the Elphinstone Official Community Plan (OCP), which provides design guidelines and requires a Development Permit application to regulate form and character of new construction or alterations to existing buildings for an industrial or commercial use (Figure 10).



Owner / Applicant:	Gibsons Ready-Mix
Civic Address:	Block 6 & 7 Gilmour Road (access from Keith Road).
Legal Description:	Block 6 & 7 District Lot 1657, VAP4563 PID: 011-493-917 & 011-493-925
Electoral Area:	E - Elphinstone
Parcel Area:	1.48 hectares
OCP Land Use:	Rural (with identified limited aggregate processing and industrial uses)
Land Use Zone:	Rural Two, with concrete batch plant as a permitted use.
Application Intent:	To construct a 480 square metre industrial building for a concrete batch plant.

Table 1 - Application Summary

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

The subject vacant property has been cleared in preparation of construction. The most northern extent of the Gilmour Road alignment is constructed to a gravel standard, bisecting the bypass extension road allowance and is 130 metres to the east of the subject site. Gilmour Road primarily services residentially-used properties, with the exception of the MoTI works yard. To avoid residential conflict and unnecessary dust from the gravel road, vehicular access is provided to Keith Road, which is paved, through a private access agreement over the adjacent property to the west (Figure 2).

The applicant proposes construction of a 7.1 metre high single-storey building that totals 480 square metres of floor area, including a 93 square metre mezzanine.

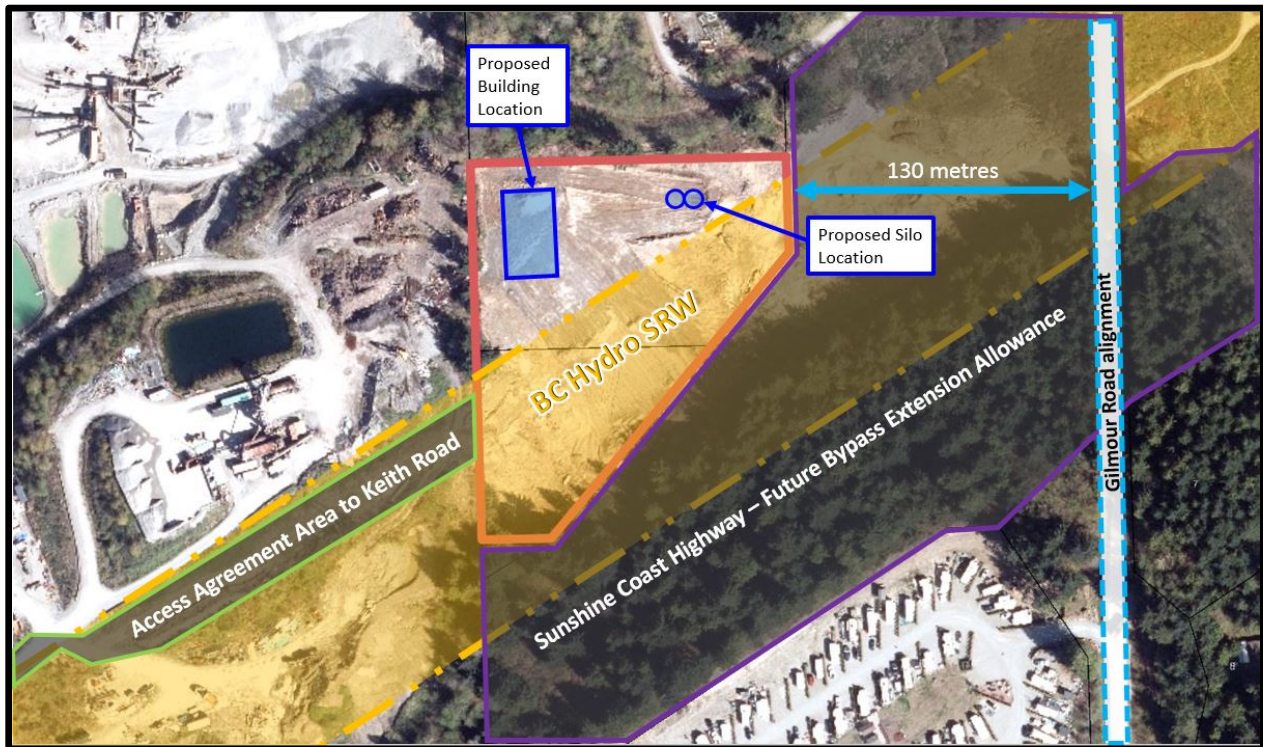


Figure 2 – 2018 aerial view of subject property with proposed building and silo locations

Official Community Plan

The Elphinstone Rural Industry DPA #7 for form and character is intended to provide basic design guidelines to ensure development of industrial and commercial properties meets the aesthetic vision set out in the OCP. A development permit is required on this site for the construction of buildings and overall site development prior to the issuance of a building permit. This application must be considered by the SCRD Board for approval.

The Rural Industry DPA #7 provides design guidelines for building form, landscaping, lighting, signage, and energy efficiency, as follows:

Building Form

DPA guidelines encourage buildings to be designed to appear relatively small in scale and not overwhelm adjacent buildings or roads by varying building heights or shifting rooflines on buildings with long road frontages. Additionally, large blank walls of more than 6 metres are discouraged when facing highways, unless designed with elements such as murals or faux window to provide visual interest to the building façade.

The subject property is bound by the future Sunshine Coast Highway bypass extension road allowance to the southeast. Gilmour Road to the east; however, the proposed building location is setback substantially from both frontages due to the existence of a hydro statutory right-of-way (SRW) for transmission lines (Figure 2).

This situation creates a substantial separation between the roads and the proposed development. With the road allowance established but the bypass unbuilt at this location, it is difficult to predict the ultimate grades and highway/ property interface. While the proposed building is setback nearly 70 metres from the southeast property line, the building site is estimated to be approximately 20 metres higher than the Sunshine Coast Highway road allowance. It is therefore possible that the building will be visible from any future highway extension.

While the proposed building has a simple architectural form, the applicant has proposed some basic mitigation measures to enhance the overall exterior appearance, including exterior glazing and horizontal lap siding on façades of the building with a shake appearance cladding in the gable ends. Additionally, the 15 square metre mechanical room at the south end of the building assists with breaking the monotonous massing into two distinct building volumes on the southern elevation that faces the highway (Attachment A - Building Plans).

Siting and Landscaping

DPA guidelines require that landscaping or fencing be provided to visually buffer the industrial land use from adjacent roadways and adjacent areas not zoned for industrial or commercial uses.

To achieve this DPA guideline, the applicant has proposed a 1.2 metre high landscaped berm with ornamental cedars planted in 2.0 metre spacing that would mature into a hedge. This berm with cedar hedge is proposed to extend along the northwest side of the BC Hydro Statutory Right of Way (SRW) (Attachment B - Site Plan). The design guidelines call for a minimum 2.0 metre high landscape screen which the proposed berm and ornamental cedar plantings would exceed.

Both adjacent parcels to the north and west contain industrial land uses and therefore additional landscape screening is not required adjacent to these property lines. In order to enhance site aesthetics the applicant has additionally proposed to plant nine additional trees, generally along the north and west property lines near the proposed new building. The proposed trees would be native fir and cedar species.

Signage and Lighting

DPA guidelines are provided for signage and lighting. No signs or lighting are proposed as part of this permit application at this time.

Future signage will be limited to free-standing signs with a height of 2.0 metres above grade and having a surface area of no greater than 3.0 square metres per side. Sign bases are encouraged to be made of stone, brick, wood or other natural-appearing materials. Lighting is encouraged to be directed downwards to avoid light spill into adjacent residential areas. As a condition of this permit a sign and lighting plan must be provided meeting the above specifications.

Zoning Bylaw No. 310

The property is zoned Rural Two (RU2) with a site specific zoning to permit a concrete batch plant at this location, which was adopted April 25, 2019. The proposed use and buildings are consistent with this text amendment.

The permitted parcel coverage is 15% and the existing and proposed buildings are well within this limit 2.6% over both sites and 4% for the north parcel only (no buildings are proposed on the south site).

The proposed setbacks for all buildings and structures exceed the requirements of the RU2 zoning for the property and are additionally sited compliant with the BC Hydro SRW requirements (Attachment B - Site Plan).

The proposed height of the building is 7.1 metres at the peak of the roof, which is well below the permitted 11 metres.

Water Conservation

Through a covenant registered to title as part of the rezoning, SCRD approval of a Dust Management Plan is required prior to operation of the Concrete Batch Plant. As part of this plan the applicant proposes collection of rainwater from roof systems that would be stored in underground tanks and used for dust management. The applicant's engineer has proposed two rainwater retention tanks with a total capacity of 12,730 litres (2,800 imperial gallons), to be used for dust management, assuming the following:

- no or very minimal precipitation between May 1 and September 30; and
- capacity for potential expansions and operational increases between now and 2030.

Contaminated Sites Regulation

Contaminated Sites Regulation involves submission of a Site Profile prior to development of a property where industrial or commercial activity previously took place. The *Land Remediation Section* of the Ministry of Environment and Climate Change Strategy then determines whether further site investigation or remediation is required prior to development. In this case, no previous commercial or industrial activity is known to have taken place on the subject site.

Organization and Intergovernmental Implications

This development permit is a related component to a parent application for rezoning the property to permit a concrete batch plant at this location (*Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.175*).

The subject property is located within the Gibsons and District Volunteer Fire Department Fire Protection Area. Fire truck access to the site would be from Keith Road through an access easement agreement extending from Keith Road over private lands to the site.

Options

Possible options to consider:

Option 1: Issue the permit.

This option would authorize the issuance of the development permit subject to the conditions provided in the recommendation.

Staff recommend this option.

Option 2: Deny the permit.

This option would require the SCRD Board to take issue with the proposed form and character of the proposed development relative to the Stewart Road Light Industrial DPA Guidelines and require changes to or denial of the proposed Development Permit.

STRATEGIC PLAN AND RELATED POLICIES

Consideration of Development Permit Application DP000075 reinforces the Strategic Plan objective to incorporate land-use planning and policies to support local economic development.

CONCLUSION

An application has been received for a development permit application to construct a 237 square metre industrial building. Under consideration is the form and character of the proposed development as it relates to building form, landscaping, signage, and lighting.

Planning staff consider this application to be in keeping with the relevant development permit area guidelines. Therefore planning staff recommend issuance of the development permit subject to conditions contained in the recommendation.

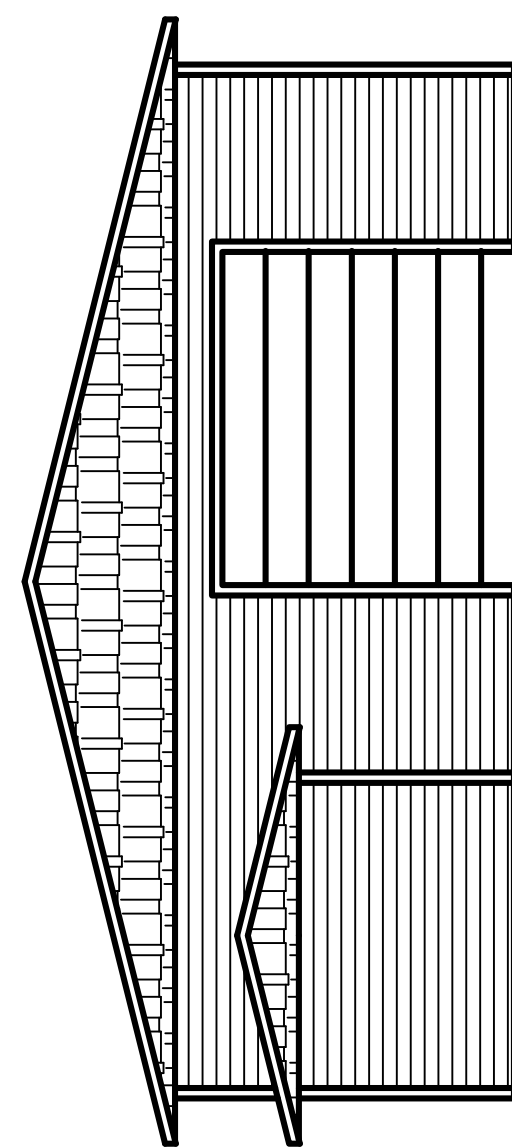
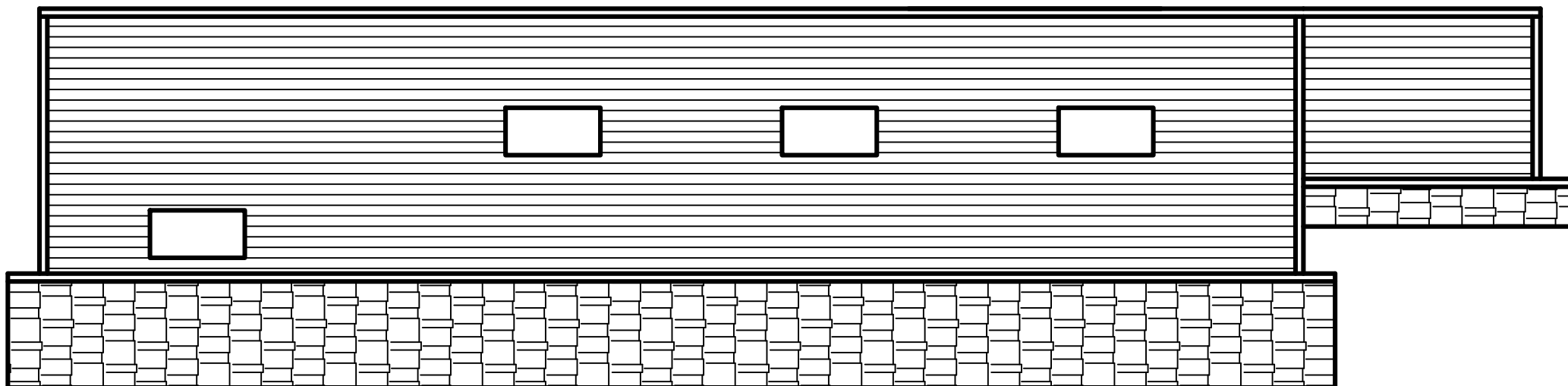
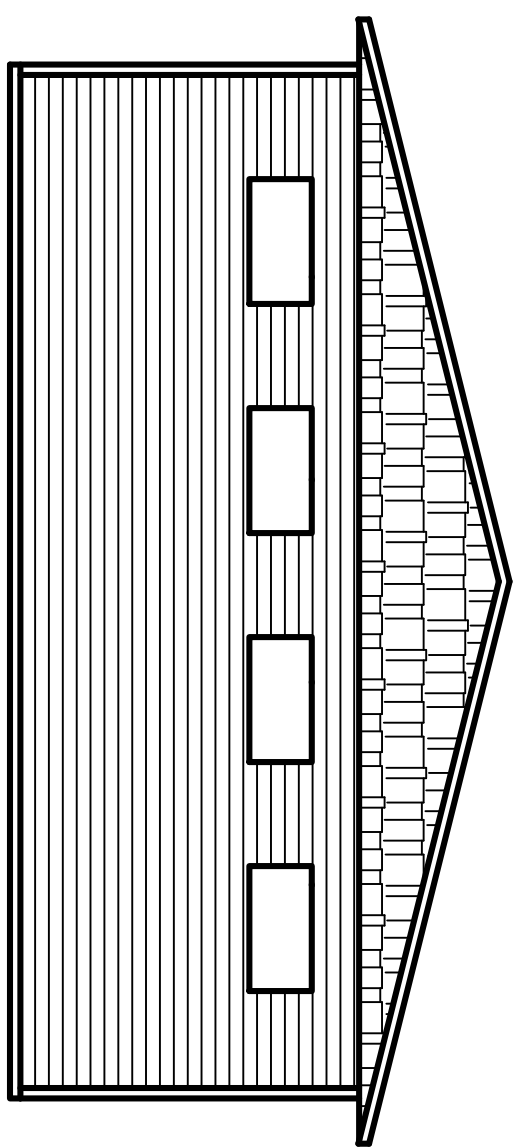
Attachments

Attachment A – Building Elevations

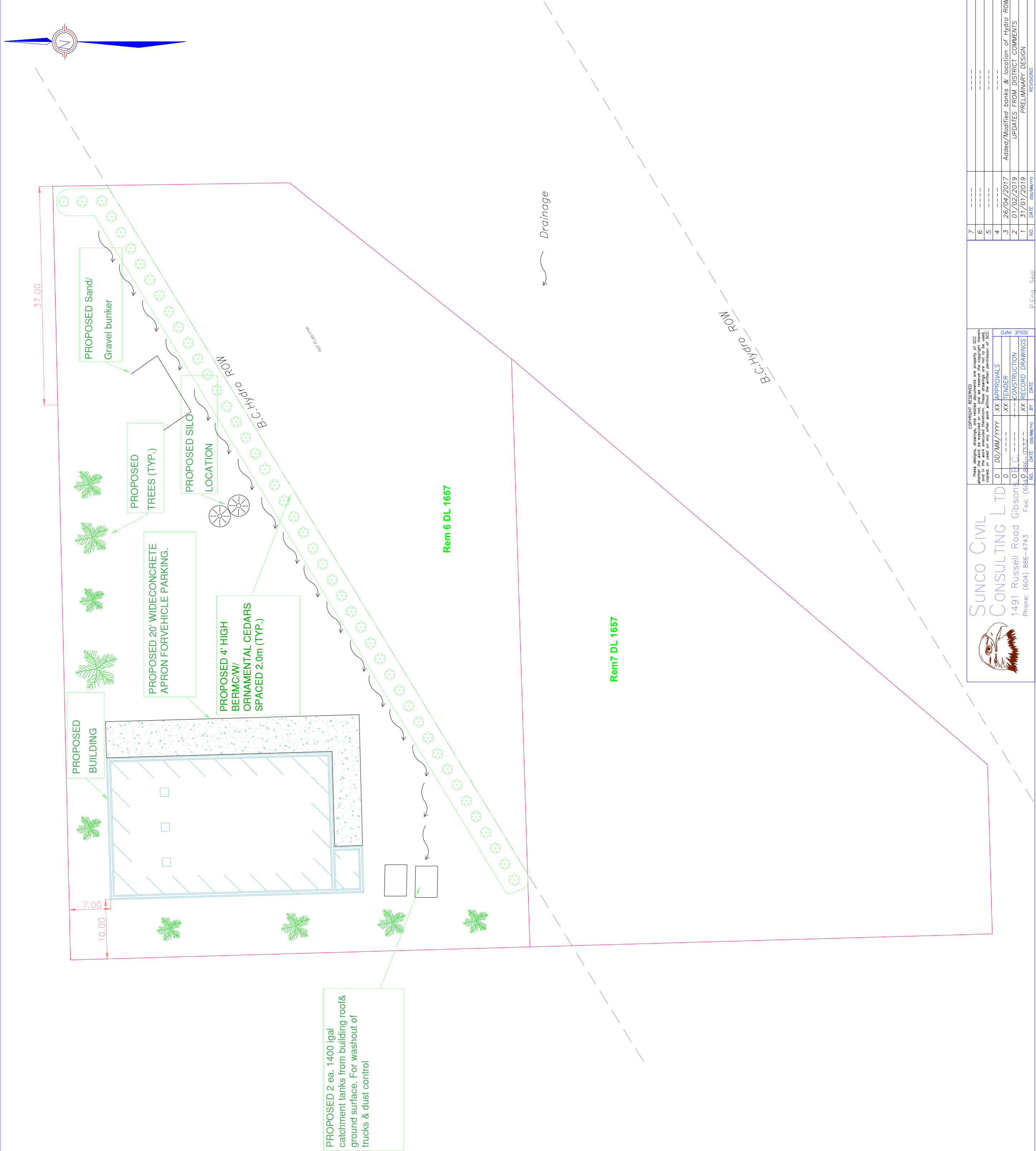
Attachment B – Site Plan

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

Attachment A

[illegible]

Attachment B





SUNCO CIVIL
CONSULTING LTD.

1491 Russell Road Gibsons, BC
Phone: (604) 886-4743 Fax: (604) 886-4743

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DATE: 01/02/2019
BY: CC
REVISIONS

PROJECT NO. 2018-087
DWG NO. 01
REV. NO. 003
DATE: 01/02/2019
OTHERS FILE NO. MOT
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SITE PLAN
GARDEN NURSERY
BLOCK 6, DL 1657, PLAN 4563
GILMORE ROAD
GIBSONS, BC

DESIGN: CC
DRAWN: CC
APP: CC
SCALE: 1:250
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26/04/2017
01/02/2019
31/01/2019

Added/Modified banks & location of Hydro ROW
UPDATES FROM DISTRICT COMMENTS
PRELIMINARY DESIGN

DA
CC
CC

BY
CC
CC

P. Eng. Seal

DATE: 01/02/2019
BY: CC
REVISIONS

FILE: 2018-087 - PRELIMINARY DESIGN.DWG

PLOTTED ON: April 29, 2019

Sheet Set: 663-665 GIBSONS WAY

76

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – June 13, 2019

AUTHOR: Julie Clark, Planner

SUBJECT: PUBLIC PARTICIPATION PHASE 2 ZONING BYLAW 310 UPDATE

RECOMMENDATION(S)

THAT the report titled Public Participation Phase 2 Zoning Bylaw 310 Update be received;

AND THAT the Public Participation Phase 2 report be shared with shíshálh Nation, Skwxwú7mesh Nation, Town of Gibsons, District of Sechelt and Advisory Committees for their information.

BACKGROUND

The project to update Zoning Bylaw No. 310 continues and public engagement for phase two of the project plan is complete. Building on the first phase which involved introducing SCRD advisory committees to the bylaw update and key opportunity areas, the second phase involved reaching out to the general public.

Zoning Bylaw No. 310 was adopted in 1989. It applies to the communities of Halfmoon Bay, Roberts Creek, Elphinstone and West Howe Sound. Background research and hiring of consultants to support the review occurred in 2017 and public engagement commenced in 2018 and has carried on into 2019.

The Sunshine Coast Regional District (SCRD) Board adopted resolution 075/18 on February 22, 2018: In alignment with SCRD's Public Participation Framework, three phases of public participation are planned in order to inform the update of Zoning Bylaw No. 310:

1. Familiarize and Review
2. Public Workshops and Questionnaire
3. Gather Feedback - general public and area-specific focus groups - on Draft Bylaw

This report summarizes the feedback received from Phase 2 of public participation, which follows the Phase 1 report received by the Board in October 2018.

DISCUSSION

Key Opportunities Summary and December 2018 Public Meetings

Building on feedback from SCRD advisory committees in Phase 1, the Key Opportunities Summary document was refined and questions were posed for each topic area. This summary was shared with the public at two meetings in December, one in Sechelt and the other in Gibsons. These meetings introduced the concepts to be explored in the zoning update and spurred interesting conversation and brought to light additional ideas. The Key Opportunities

Summary subsequently formed the basis for an online questionnaire, which was live in March and April of this year.

The Key Opportunities Summary contains summaries on the following themes:

- Housing Diversity
- Residential Agriculture
- Home Based Business
- Cannabis Production and Retail
- Short Term Rental Accommodation (results also used as part of the proposed amendments to current Bylaw No.310.
- Climate Resilience

Questionnaire

A questionnaire was developed and posted online for a period of three weeks in March and April 2019. There were 826 responses to the questionnaire. A summary of the answers to the questions and related comments is included as Attachment A to this cover report. Themes from the feedback will be included in the first draft of the new zoning bylaw.

Organizational Implications

An internal cross-functional project team approach is supporting this project. In parallel with the Advisory Summit meetings, staff shared input received and held focused internal technical sessions to map opportunities and needs. This work is ongoing.

Timeline for next steps or estimated completion date

Phase 3 of the public participation plan for the Zoning Bylaw No. 310 update project will include:

- introduction of the draft bylaw (anticipated for Q4)
- presentation to Committee
- consideration of first reading
- formal referrals focus group review

It is anticipated that Phase 3 will conclude and second reading could occur in Q1 or Q2 2020.

Communications Strategy

A communications strategy is in place for each of the 3 phases. Newspaper, web and social media notifications will ensure community awareness of this project and participation opportunities.

A project-specific email list has been established for the purpose of providing milestone updates to those who have requested them.

STRATEGIC PLAN AND RELATED POLICIES

The Zoning Bylaw No. 310 update supports strategic priorities to Support Sustainable Economic Development, Facilitate Community Development and Embed Environmental Leadership.

CONCLUSION

Phase 2 public participation for the update of Zoning Bylaw No. 310 is complete.

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

Phase 3 will commence in Q3 of 2019. A Phase 3 Public Participation Report and a following staff technical report will also be brought to a future committee meeting.

ATTACHMENTS

Attachment A: Zoning Bylaw No. 310 Update Phase 2: Public Participation Report

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

ATTACHMENT A

Sunshine Coast Regional District

Zoning Bylaw No. 310 Update: Phase 2

Public Participation Report

Report to the Planning and Community Development Committee

June 13, 2019

J. Clark, Planner – Sunshine Coast Regional District

Zoning Bylaw No. 310 Update, Phase 2

Sunshine Coast, British Columbia

Report Date: June 13, 2019



SUNSHINE COAST REGIONAL DISTRICT

PUBLIC PARTICIPATION REPORT

Zoning Bylaw No. 310 Update

Sunshine Coast, British Columbia

June 13, 2019

Public Consultation Summary Report

The purpose of this report is to present a summary of the comments received during Phase 2 (of 3) of the Zoning Bylaw No. 310 Update.

The Phase 1 public participation report is attached for information (Appendix A). This report will continue to expand to include summaries of Phase 3 of public participation. The final report will be a complete summary of public participation for the update of Zoning Bylaw No. 310.

Background

Zoning Bylaw No.310 pertains to the communities of Halfmoon Bay, Roberts Creek, Elphinstone and West Howe Sound. The intent of the Zoning Bylaw No. 310 update is to make sure that there is an appropriate range of zones and permitted uses to allow the community to meet its goals and objectives for the future, rather than re-draw zoning boundaries. Since adoption of the Zoning Bylaw in 1989 several official communities plans have been adopted and community needs and preferences have evolved. Zoning Bylaw No. 310 has been amended on approximately 170 occasions and it is timely to update.

The new zoning bylaw can implement sustainable land use principles, and assist the community to achieve goals in several key opportunity areas, including:

- Opportunities for diverse housing types and design;
- Expanding the number of zones that allow growing food to further develop a sustainable local food system and economy;
- Diversifying the range of home occupations to enhance the local economy;
- Support for energy efficient buildings, residential-scale energy production and climate change resilience;
- Implement regulations for short term rental accommodations (STRA), as well as cannabis production and retail.

Zoning Bylaw No. 310 Update, Phase 2

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Zoning Bylaw No. 310 Update is informed by 3 phases of public participation in addition to review by SCRD, consultant, and SCRD Board review. Each of the phases include the Key Opportunities outlined above. A summary of each phase is below with reference to the SCRD's Spectrum of Public Participation.

Phase 1 Familiarize & Early Review (*inform, gather information*)

Goal: facilitate understanding of the bylaw and the update process, focused on SCRD Advisory Committees and cross functional review by SCRD Departments. Gather feedback.

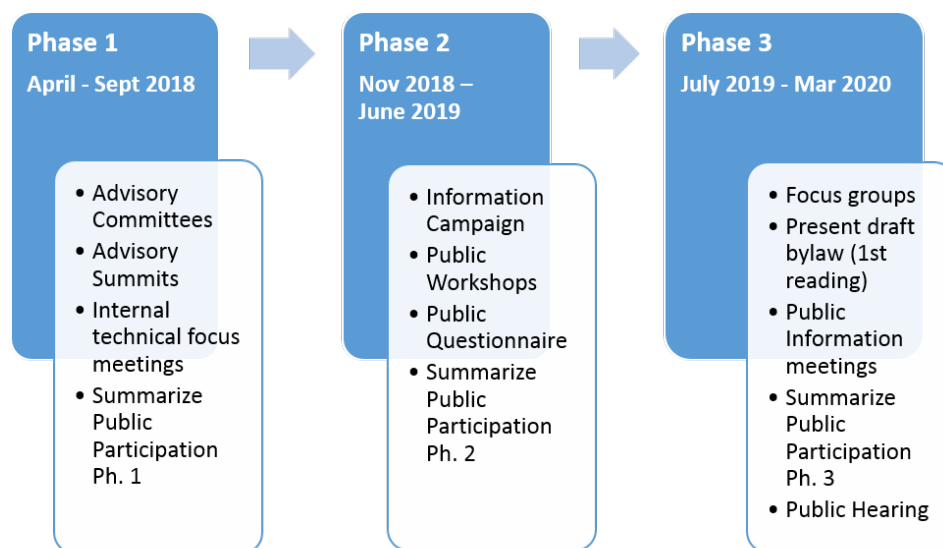
Phase 2 ~~Focus Groups~~, Public Workshops & Questionnaire (*inform, gather information, discuss, engage*)

Goal: Gather feedback in a series of public information workshops followed by online questionnaire. Participation input from Phase 1, 2 is used to draft the new bylaw. In addition to public meetings, engage experienced users of the bylaw to gather feedback to inform the new draft.

Phase 3 Gather Feedback On Draft Bylaw, *Focus Groups (*inform, gather information, discuss*)

Goal: to present and gather feedback on the draft bylaw through formal referrals. There are two main audiences: a) specific sectors/agencies/users of the bylaw and b) the general public. Participation input is used to refine the draft bylaw, before further consideration by the SCRD Board.

** Focus groups have been moved from phase 2 to phase 3 to engage a variety of sectors in providing feedback on a new draft bylaw when it is available.*



Zoning Bylaw No. 310 Update, Phase 2

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Overview of Phase 2 Public Participation

Residents and property owners of the Sunshine Coast were the primary audience for Phase 2 of public participation process associated with the update.

Input from Phase 1 of public participation (Attachment A) was used to refine the approach and questions used to gather feedback from a broad sunshine coast audience. The main engagement tools in Phase 2 were: the Key Opportunity Summary Paper (Attachment B), 2 public workshops, 2 communications campaigns and an online questionnaire.

Key Opportunity Summary Paper

A summary paper was drafted by The Arlington Group Planning Consultants in collaboration with SCRD. The purpose of the summary paper is to provide background information on each of the focus areas (Key Opportunities), highlight opportunities for modernizing the regulations in each of these areas and provide the draft questions to be used in the public participation (advisory summit, workshops, questionnaire, focus groups). The Summary Paper is the foundation of the public participation process. As per Board direction on September 6, 2018, Cannabis Production and Retail and Short Term Rental Accommodation (STRA) became Key Opportunity areas, in addition to Housing Diversity, Home Based Business, Residential Agriculture and Climate Resilience. The Summary Paper for Phase 2 of public participation was updated in advance of public participation Phase 2 to include Cannabis Production / Retail and STRA.

A main goal for Phase 2 public participation was to have the Key Opportunity Summary read by as many residents as possible in their preparation for providing feedback on the bylaw update. The Key Opportunity Summary was the focus of 2 communications campaigns during Phase 2: to 1) promote public workshops, 2) promote the online questionnaire. The Key Opportunity Summary contained the draft questions for the online questionnaire. The questions emerged from review of current and historical feedback themes from the community and staff relating to Zoning Bylaw No. 310, refined by the public participation to date. The promotion of the Key Opportunity Summary from the beginning of the public participation process was a deliberate method to provide residents and businesses and community groups time to read, reflect and prepare their feedback in advance of the broadcast call for feedback via the online questionnaire. The campaigns involved print and social media advertising. The launch of the questionnaire also included a postcard mailed to all households in Halfmoon Bay, Roberts Creek, Elphinstone and West Howe Sound. A project update email subscription opportunity was also advertised. At the end of Phase 2, there are 122 people subscribed to the list at the end of Phase 2.

Zoning Bylaw No. 310 Update, Phase 2

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Public Workshops

Two public workshops were held in December 2018, designed to bring together interested residents to learn about zoning bylaws and share feedback about areas of interest and concern. The goals of the Public Workshops were to:

For residents:

- Assist residents in their preparation to provide feedback on Zoning Bylaw No. 310
- Provide opportunities for direct conversation with planning staff and other interested residents regarding each of the Key Opportunity areas

For the SCRD:

- Guide the SCRD in refining public participation planning for further community participation in the zoning bylaw update
- Gather specific feedback about each of the Key Opportunities using the draft questions
- Promote questionnaire

Questionnaire

An online opportunity to gather feedback using specific questions about the Key Opportunities. The questions had been refined via Phase 1 public participation using feedback from the Advisory Committee members, and from the Phase 2 public workshops.

Zoning Bylaw No. 310 Update, Phase 2

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Overview of Results

Public Workshops

The Public Workshops took place on December 5 (Sechelt), and 6 (Gibsons), 2018. The purpose was to provide opportunities for residents to learn about zoning regulations and engage directly with staff about the Key Opportunity areas using the draft questions. A total of 87 people participated.

The workshops were facilitated by SCRD staff. The Arlington Group consultants observed and assisted with break out groups. The format included short presentations and facilitated small group discussion. Each small group discussion was focused on one of the three key opportunity areas for Zoning Bylaw No. 310: Housing Diversity, Home Based Business, and Residential Agriculture. Participants selected their topic of choice for each of two rounds of conversation. The Summary Paper and a series of the same questions were used at each table for consistency.

At the beginning and end of the workshops, participants were asked some general questions about why they chose to participate and what they learned. During the small group discussions, table hosts captured participant feedback. All are summarized below.

General Feedback

Participants were asked why they came and what they hoped to learn. Themes from the responses are below:

I came to this workshop because...

- I want to learn more about zoning and the process for this project
- Interested in advocating for or against a specific topic (agriculture, tiny homes, density, STRA, cannabis, affordable housing...)
- Feel it is my civic duty to be aware of and involved in creating future regulations for my community
- Informing myself in advance of building
- Want to learn what other people are thinking

What new learning are you taking away from today?

- The relationship between OCPs and zoning bylaw
- That other people are aware and concerned too
- More education is necessary in some areas to counter 'community suspicion' regarding policy development
- This is more complicated than I thought
- That I am not alone in my concerns
- That a main goal of zoning is to reduce neighbour conflicts

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Regarding the structure of the workshop, what worked well?

- Like the learning component followed by conversation in small groups
- Opportunity to ask questions directly of staff and other residents
- Organized yet flexible structure
- Email notification of the meeting
- To hear what other residents had to say
- Opportunity to provide written and or verbal feedback

What could be improved?

- More time at small groups and multiple tables
- More information on website

What further learning would be useful?

- More information, statistics about Key Opportunity areas
- More information about how this feedback will be incorporated into the bylaw
- Website updates
- Online opportunities to participate

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Housing Diversity

The housing diversity station attracted a large portion of the workshop attendees. The station provided information on the current regulations around auxiliary dwelling units, apartment buildings and dwelling size regulations. Participants were asked their thoughts on house size restrictions, auxiliary dwelling form and size and opportunities for housing density.

Key themes have been identified from the discussion and from the 19 feedback forms completed by participants.

- Infill housing must occur with adequate access to services – water and sewer infrastructure, schools, health, parking, transit, and jobs (consider industrial use zoning needs).
- Sustainability considerations are key - new builds should be energy efficient (passive house standards), consider shared solar resources, but size and location of solar panels were raised as a concern. Set backs on waterfront properties should also be considered regarding sea level rise.
- Secondary suites, guest cottages, coach/carriage houses are generally accepted with a range of suggested criteria – reduce the lot size required for an auxiliary dwelling, restrict use (no kitchen, sleeping quarters only) for coach houses, allow secondary suites in all homes, increase maximum size for auxiliary dwellings (800 – 1200 sqft suggested). Mixed responses were received for whether secondary suites should be permitted in any residential zone and property size.
- More flexibility in housing and housing density is desired – support for tiny homes (incorporate regs from Small Housing BC) communal, mixed use and pod style housing. Consider dwellings per ha as opposed to # of houses on a lot regardless of lot size.
- Strong support for dwellings smaller than 6m in any dimension, such as mobile homes and small prefabricated homes, to be permitted in all residential zones. Some answers suggested this is acceptable except in R1, others said no to mobile homes but yes to prefabricated homes and no to smaller homes, so as not to alter the character of the neighbourhoods.
- Several participants thought that there should be no minimum or maximum floor area requirement on houses. Others thought there should be a maximum size to prevent mega mansions, or it should depend on parcel size and servicing.
- Mixed responses were received for whether components of a dwelling (e.g. bedroom, a living room etc.) can be detached for each other on the same property.
- Many supported more than 2 dwellings be permitted on larger parcels exceeding 8000m².
- Many supported the regulations be changed to allow townhouses or apartments in the RM1 zone but others thought apartments weren't appropriate for the SCRD. Some would consider townhouses but not apartments.
- Remove obstacles to affordable housing – would like to see a regional strategy.
- Provincial and Federal support required.
- Ensure alignment between OCPs and zoning.

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Residential Agriculture

The residential agriculture station provided information on the current regulations around the keeping of poultry, rabbits and livestock, as well as horticultural sales.

Key themes have been identified from the notes and from the seven feedback forms completed by participants.

- Food security and sovereignty is important and regulations should make it easy to grow and sell food.
- Zoning regulations should reflect the Regional Sustainability Plan “We Envision” and the Agricultural Area Plan.
- Should not adversely impact neighbours. Consider animal density, set backs.
- Support for hens and honeybees to be permitted in all zones, except multi-family residential zones with appropriate regulations. Bees should be addressed separately to livestock. Suggestion that cohousing shouldn’t be considered as multifamily for the purposes of food production regulations.
- Roosters recognized as potentially noisy – consider on rural properties only.
- The zoning bylaw shouldn’t overly restrict the sale of food produced on a property, such as eggs or honey.
- Stage 4 water conservation regulations should permit watering of home vegetables (not flower) gardens.
- Cost and availability of land is a barrier.

Home Based Businesses

The home based business station provided information on the current regulations around home occupations and home offices. Participants were asked about appropriate regulations, as well as ways to support home-based businesses.

Key themes have been identified from the notes and from the two feedback forms completed by participants.

- Concern that there are few regulations around set backs, hours of operation, number of employees (when all live in the residence), screening/visibility, hazardous materials and set backs.
- Home based businesses are seen to play an important role in the Sunshine Coast economy and cultural fabric. Participants wanted to see a broad range of businesses supported while still addressing concerns around scale, hazard and nuisance.

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Short-term Rental Accommodation

The short-term rental accommodation station provided information on proposed regulations, such as the presence of an on-site operator.

Key themes have been identified from the notes and from the 16 feedback forms completed by participants.

- Bed and Breakfast (B&B) regulations for room size is too restrictive - increase the number of rooms.
- There needs to be accountability, either on site operator or a management company that can be contacted and is responsive to issues that might arise. Strong support for onsite operator - identified as the main differentiator between B&Bs and many STRA. Negative experiences with STRA are seen to occur when no operator onsite.
- Both B&Bs and STRA are vital to the coastal economy.
- B&Bs are seen to provide additional service and accountability within the community.
- Range of suggestions for maximum building size and number of guests – same as B&B regs, max. 2 adults + 1 child, scalable to property size, size not an issue if properly managed
- Need to consider impact on infrastructure services - water, garbage, waste, recycling.
- Consider the STR effect on the long term rental market.
- Consider the days per month regulation as an average to allow for full rentals in July/Aug which are peak income months.

Cannabis Production and Retail

The cannabis production and retail station provided information on the *Cannabis Act* and amendments to the zoning bylaw that were adopted by the SCRD Board on October 11, 2018, including prohibiting non-medical cannabis production and retail in residential and rural zones.

Key themes have been identified from the notes and from the two feedback forms completed by participants.

- Odour and noise largest concern. Buffers, such as distance from schools and homes seen as important by some, hypocritical by others.
- Work to update language surrounding cannabis use and sales - get to a place where the public views cannabis, liquor sales and usage as the same.
- Concern that moderate to large grow ops will be allowed in residential districts – especially when licensees collaborate. They should be in a production facility in an appropriate location and should need to have neighbours' approval.
- Possible conditions for medical cannabis licenses if permitted in residential zones: must be grown in an auxiliary building and not within a building constructed as a dwelling unit, not cause noxious odours/not keeping with a residential character, not cause noise that disturbs residential character
- Enforcement a concern

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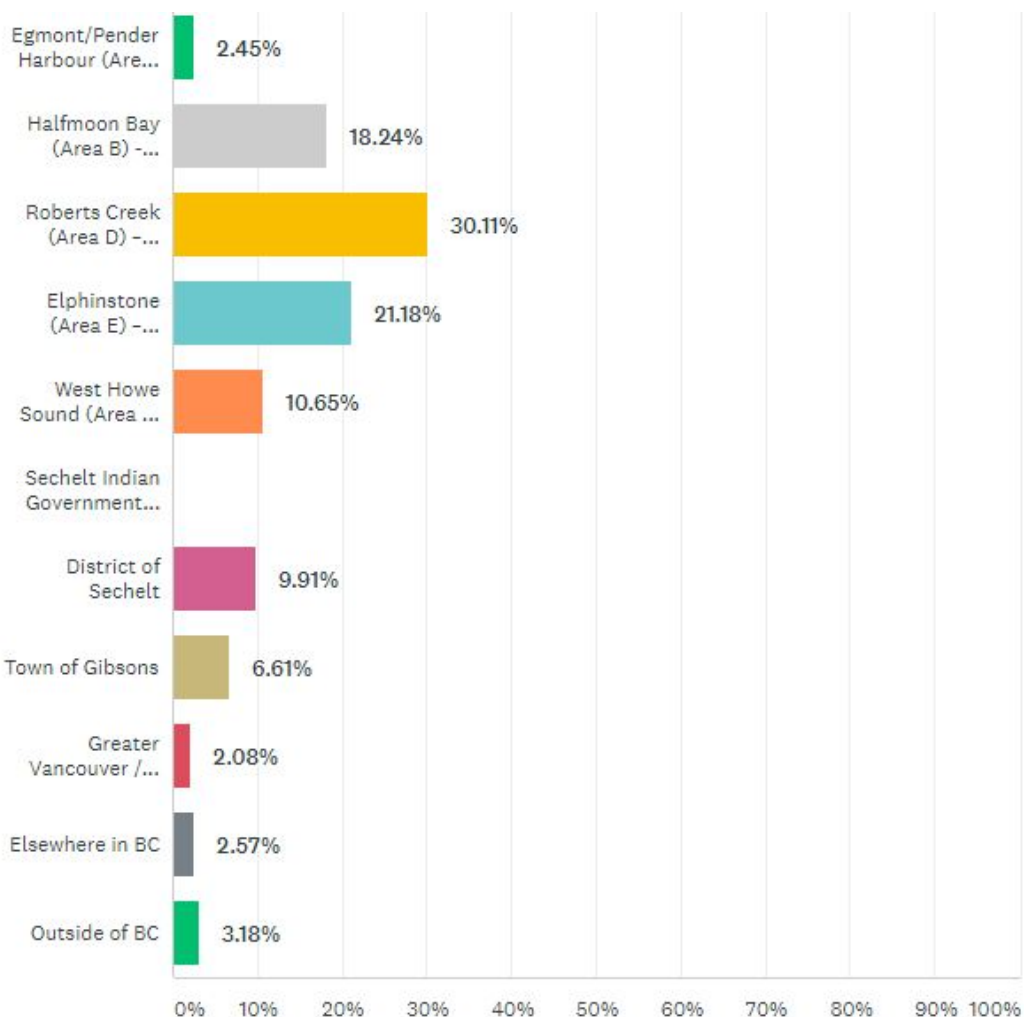
Questionnaire

General Feedback

A total of 826 individual responses were submitted. The questions are outlined below by Key Opportunity area as they appeared in the questionnaire, including a graphic snapshot of the responses and a summary of the themes emerging from the open ended comments.

Five general questions were asked at the beginning of the questionnaire to identify which communities were represented in the responses and how engaged individuals they have been in zoning update project thus far.

Below is a graphic summary of responder's property location. Eighty percent (80%) of responders live in the electoral areas of Bylaw No. 310. Another 19% are Sunshine Coasters from the municipalities or Egmont / Pender Harbour area. Finally, 8% of responders were from locations off the Sunshine Coast who may or may not own property on the coast.

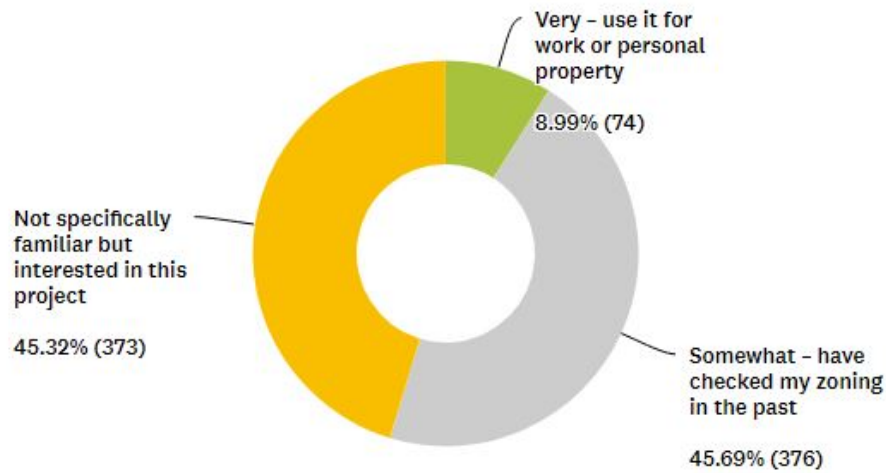


Zoning Bylaw No. 310 Update, Phase 2

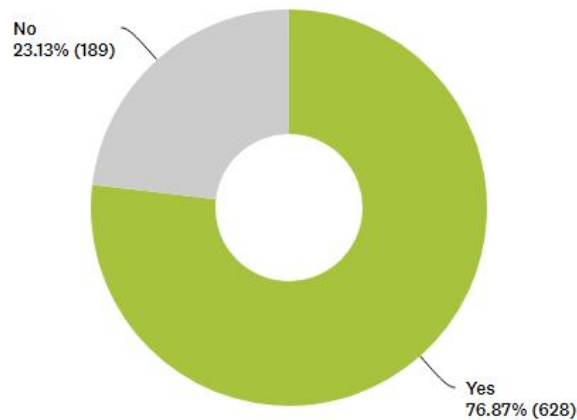
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Responders were asked: how familiar with zoning bylaw? Nine (9%) percent of respondents were very familiar, 46 % of respondents were somewhat familiar and had checked their zoning in the past, 45% of respondents were not specifically familiar with their zoning but were interested in the project overall.



Participants were asked do you know your present zoning? The majority of participants (77%) know their current zoning.

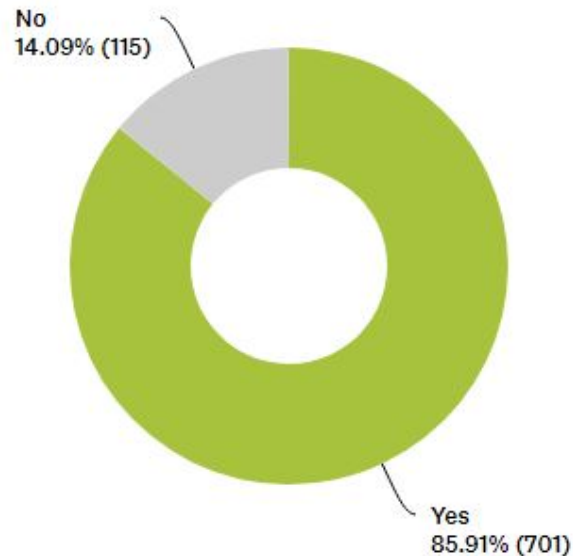


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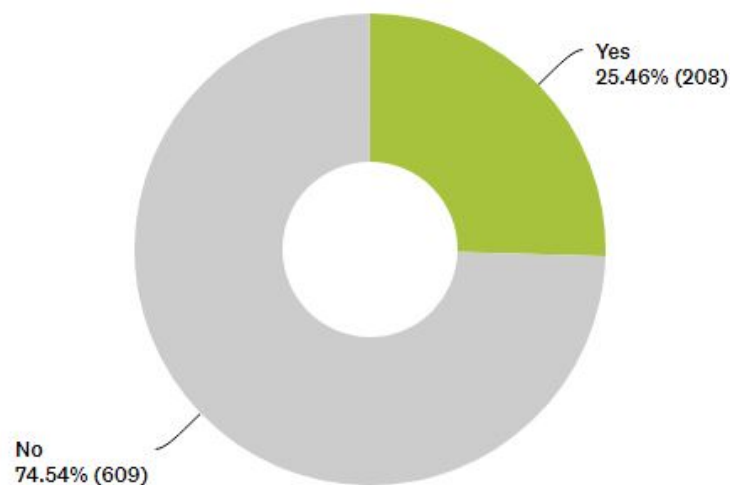
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Staff were interested in knowing whether the campaign to promote the Key Opportunity Summary in advance reached the questionnaire participants. Participants were asked: have you read the Key Opportunity Summary? The majority of respondents (86%) responded yes.



Had participants attended zoning meetings in the past? The majority (75%) had not.



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Housing Diversity

The purpose of these questions about diverse housing types were designed to gather feedback about:

- Whether houses should have minimum or maximum floor area or width requirements.
- Whether or not secondary dwellings should be more broadly permitted in the residential zones.
- Whether creative development solutions should be permitted such as allowing components of a dwelling to be detached from each other on the same property.

Question 6

Should there be a maximum floor area requirement for the size of a main house?

Currently there are maximum floor area restrictions on small properties and on properties in the Agricultural Land Reserve but not across all zones.



Among questionnaire participants, support exists (67%) for having a maximum home size.

Comments:

The open ended comments included themes that house size limitations could be scaled by property size or zone and through parcel coverage.

In addition, the comments section was used to highlight that house size maximums could be utilized to support other community goals: ecological conservation, housing affordability, reduce impacts of STRA, protect agricultural lands and view scapes for neighbours.

Those not in favour of a limitation on house sizes wished to see the regulations remain as-is to allow owners to build according to their desired size.

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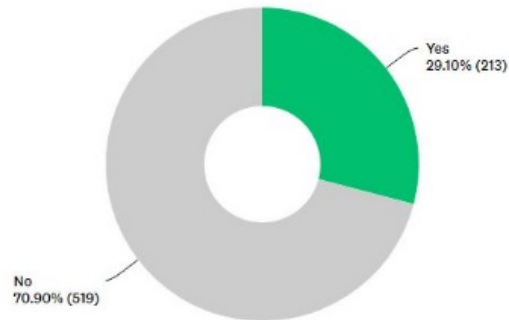
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Question 7

Should there be a minimum floor area requirement for the size of a main house exceeding that of the BC Building Code?

There are minimum requirements set by BC Building Code that a dwelling must contain. A dwelling could theoretically be as small as 28 square metres (300 square feet).



Comments:

Support exists to remove the minimum size for dwellings, as long as the dwelling can conform for the BC Building Code, meets zoning and other regulations such as septic.

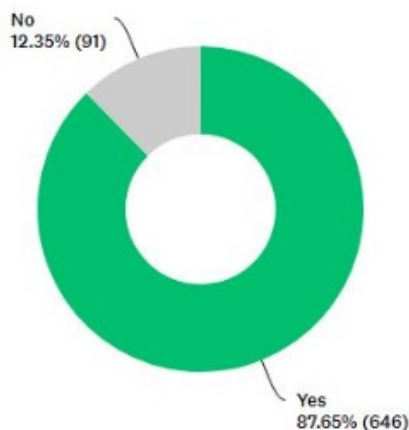
Some respondents commented that there should be a minimum for a main house and no minimum for an auxiliary dwelling house.

There was some concern that permitting very small houses would force long term renters into inappropriately-sized accommodations and would enable short term rentals.

Question 8

Should a secondary suite be permitted within the main house in any residential zone?

Currently properties greater than 2,000 square metres (half an acre) are permitted a secondary suite.



Comments:

Support exists for permitting secondary suites that conform to the BC Building Code in a main house in any zone.

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Respondents in support of secondary suites also commented that suites should not be permitted to be short term rentals and they should have adequate onsite parking. Septic, not lot size was raised as a key factor for some properties.

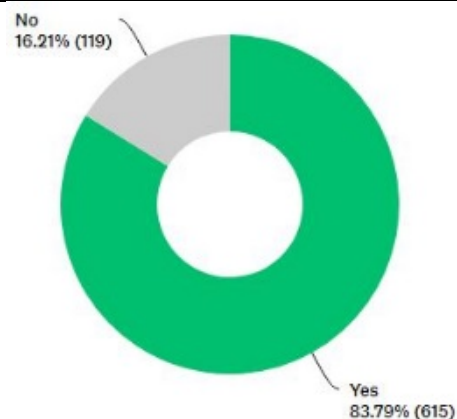
Some respondents were in support of suites on properties larger than 2000m², wanting to retain the character of areas with smaller lots.

Respondents not in favour of suites were concerned about overcrowding.

Question 9

Should the maximum size of an auxiliary dwelling, as defined in the zoning bylaw, be increased from 55 square metres (592 square feet) to 90 square metres (969 square feet)?

This size could enable family-oriented auxiliary dwelling units. Currently auxiliary dwelling units are permitted in many residential and rural zones depending on parcel size.



Comments

Support exists (83%) to increase the size of auxiliary dwellings from 55m² to 90m² to allow flexibility for various demographics and stages of life, subject to BC Building Code and other regulations such as septic, parking, parcel coverage. A portion of respondents in support of increasing the maximum size would like to see size of auxiliary dwelling scaled by property size. A portion of respondents also wanted to ensure that increasing the size of auxiliary dwellings would not be enable of short term rentals.

Respondents not in support of an increase cited water shortages and a wish to retain rural character.

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Question 10

Should an auxiliary dwelling over a garage (commonly known as a carriage house) be permitted?

Currently carriage houses are not permitted under Zoning Bylaw No. 310, but are permitted under Zoning Bylaw No. 337 (Egmont/Pender Harbour).



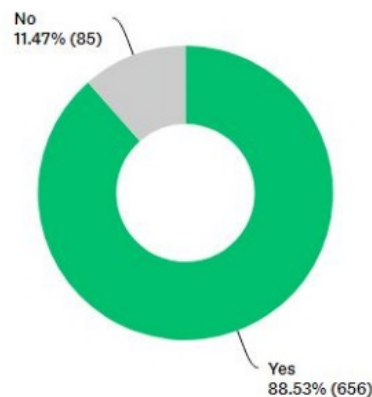
Comments:

Support exists (95%) to permit carriage houses subject to zoning (property size, set backs, height, parking), septic and BC Building Code requirements. Many comments in support focused on the benefits of efficient land use and housing stock for single people or family. Some concern was expressed about the potential for carriage houses to become short term rentals.

Question 11

Should a dwelling width of less than 6 metres (19.7 feet) be permitted in all residential zones, if the building is affixed to a foundation and meets the requirements of BC Building Code?

This would include manufactured buildings rather than single-wide mobile homes.



Comments:

Support exists (88.5%) to remove the dwelling width minimum of 6 metres, provided the dwelling meets the BC Building Code, zoning and septic requirements. Respondents in support expressed some concerns: aesthetics of small manufactured homes in neighbourhoods and the number of small homes that would be allowed on a parcel.

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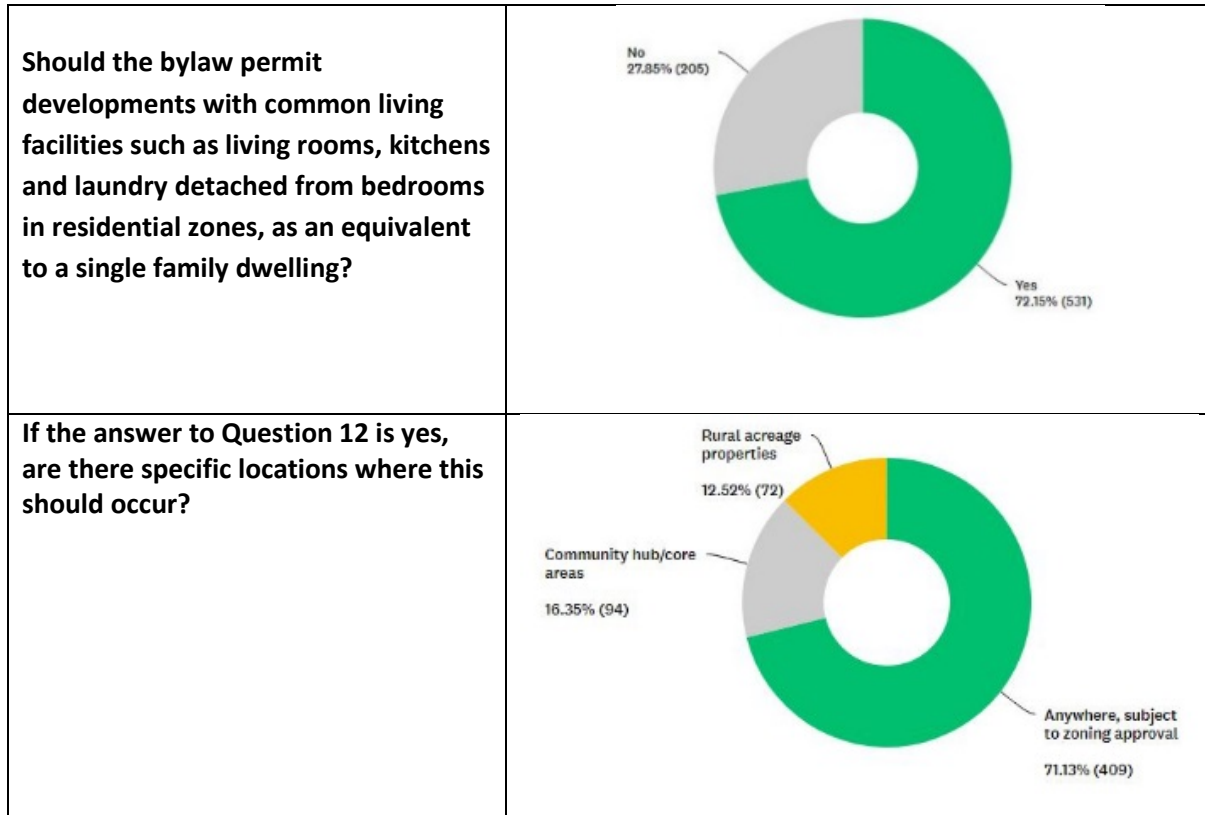
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Some suggested that where manufactured homes should have form and character guidelines.

11.5% of respondents were not in support of removing the 6 metre width regulation citing aesthetic concerns about mobile homes in neighbourhoods.

Question 12 and 13



Comments:

Support exists to permit developments with common living spaces and detached bedrooms subject to zoning approval (71%).

Some people thought this was appropriate in the community hub / core areas only (16%) and others (12.5%) thought this was appropriate on large rural properties.

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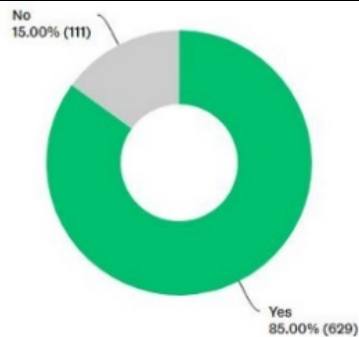
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Question 14

Should more than two dwellings be permitted on parcels exceeding 8000 square metres (two acres)?

This would allow more dwellings on larger parcels in Residential One (R1) and Residential Two (R2) zones without subdivision being required.



Comments:

There is support to permit more than 2 dwellings on parcels larger than 2 acres.

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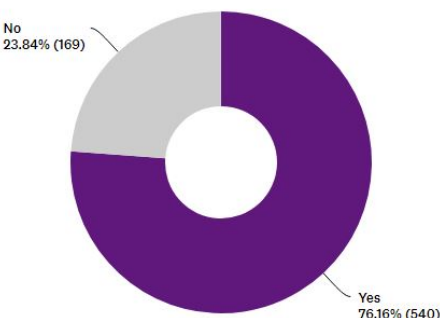
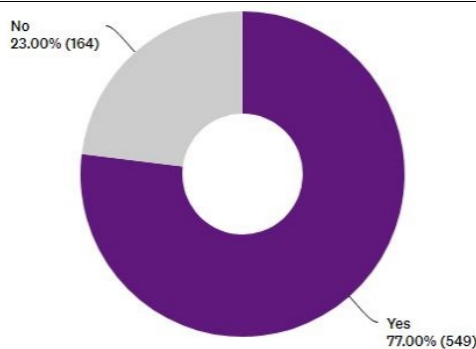
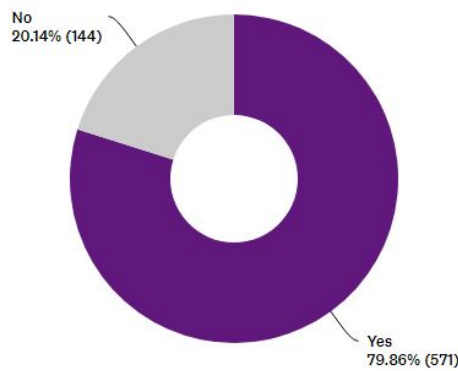
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Home Based Businesses

These questions were designed to gather feedback about whether small scale assembly (meaning gathering of people), business activities such as dance, music, and art lessons should be addressed as home based businesses, as well as addressing potential neighbour concerns about onsite parking, traffic flow and noise associated with home based business.

Open ended comments received for questions 15, 16 and 17 had a high degree of repetition. Responses and comment-themes for all three questions are summarized together below.

Question 15, 16, 17

<p>Should Home Based Businesses be allowed in the R1 (residential) zone?</p> <p><i>Currently the bylaw prohibits home based businesses in R1, where parcels are smaller and potential impacts to neighbours are greater. Home based businesses are currently allowed in other residential and rural zones.</i></p>	 <table><tr><th>Response</th><th>Percentage</th><th>Count</th></tr><tr><td>Yes</td><td>76.16%</td><td>540</td></tr><tr><td>No</td><td>23.84%</td><td>169</td></tr></table>	Response	Percentage	Count	Yes	76.16%	540	No	23.84%	169
Response	Percentage	Count								
Yes	76.16%	540								
No	23.84%	169								
<p>Should the bylaw broaden the range of permitted home based businesses?</p> <p><i>Currently home based businesses are considered to be a craft or profession, such as wood-worker or home office.</i></p>	 <table><tr><th>Response</th><th>Percentage</th><th>Count</th></tr><tr><td>Yes</td><td>77.00%</td><td>549</td></tr><tr><td>No</td><td>23.00%</td><td>164</td></tr></table>	Response	Percentage	Count	Yes	77.00%	549	No	23.00%	164
Response	Percentage	Count								
Yes	77.00%	549								
No	23.00%	164								
<p>Should businesses which include classes be permitted?</p> <p><i>for example – yoga, art or music classes</i></p>	 <table><tr><th>Response</th><th>Percentage</th><th>Count</th></tr><tr><td>Yes</td><td>79.86%</td><td>571</td></tr><tr><td>No</td><td>20.14%</td><td>144</td></tr></table>	Response	Percentage	Count	Yes	79.86%	571	No	20.14%	144
Response	Percentage	Count								
Yes	79.86%	571								
No	20.14%	144								

Zoning Bylaw No. 310 Update, Phase 2

Sunshine Coast, British Columbia

Report Date: June 13, 2019

Comments:

There is qualified support to permit home based businesses in the Residential 1 zone, broaden the range of permitted home based businesses, including classes. The open ended comments demonstrate both wishes and concerns. Some respondents expressed concern that the question and the term “home based business” was too broad to provide accurate response.

Commenters expressed a wish for more flexibility in the bylaw regarding home based businesses while others expressed concern about what neighbourhood impacts could result from the flexibility. The wish for flexibility seemed to be oriented to low impact home based businesses to allow flexibility for commuters to work remotely. Some respondents suggested that low impact services, not retail would be appropriate in R1.

Respondents supporting home based businesses in R1 zone commented that there would need to be clear enforceable limits to potential impacts on neighbours such as noise, parking, noise/odour/light pollution, fire code compliance, normal business hours, limits to the number of employees, guests, classes per day and regulations for other activity that might be intrusive to a neighbourhood.

Concern about parking was a theme in the comments, including requests for onsite parking only if home based businesses expand in definition and zones. People commented on impacts to neighbourhood, road and bike lanes when onsite parking is not provided.

The comments show a trend of concern about permitting high impact home based businesses such as STRA, cannabis, any kind of retail, mechanics and the availability of enforcement resources to problem-solve if necessary.

Comments relating to classes seemed to fall in the middle between high and low impact. Many people said it depended on the class or the potential noise or parking impacts. Many comments expressed support for classes if they took place fully indoors, with appropriate soundproofing, onsite parking, septic requirements, green buffers between properties, limits to the number of guests, employees and or classes per day.

Questions were raised in the comments that pertain to home based businesses overall: Would more than one home based business per property be permitted? Could Temporary Use Permits be used? How can the bylaw support individuals and neighbourhoods to flourish? Also it was mentioned that a clear definition is needed for the threshold of when a home based business outgrows ‘home.’

Comments not in support of expanding home based business permissions cited lack of enforcement resources to handle issues and that schools and community centres were more appropriate places for classes

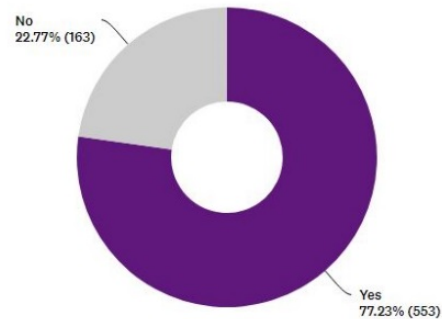
Zoning Bylaw No. 310 Update, Phase 2

Sunshine Coast, British Columbia

Report Date: June 13, 2019

Question 18

Should the bylaw include a maximum number of customers, clients or guests at a home based business at any one time?



Comments:

There is support to include a maximum number of clients or guests at a home base business at a time. It was qualified with requests like this: *“The rules here could be generous in favour of the home based business but restrictive enough to prevent unreasonably large gatherings on a continual basis.”*

Respondents thought that the maximum number of people permitted could be scaled by property size. Others commented that SCRD should work with home based business owners to facilitate a clear understanding of what would cause the home based business to have to shut down.

A theme in the comments was a request to consider opportunities for bigger events a few times a year for example the Art Crawl.

Zoning Bylaw No. 310 Update, Phase 2

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Report Date: June 13, 2019

Short Term Rental Accommodations (STRA)

The STRA questions were designed to gather feedback about what conditions should be required in zones where [short term rental accommodations](#) are permitted. STRA is considered to be temporary rental within a dwelling not exceeding 26 days in a calendar month.

An additional public participation process is underway to research and engage the community on this issue. The results of that process are intended to inform new regulations to be integrated into the update of Bylaw No. 310.

The current zoning bylaw permits Bed and Breakfast (B&B) as an auxiliary use, requires it to be operated by the principal resident of the property and limits the number of bedrooms to be used for a B&B. Short term rental accommodation (STRA) may be run by an operator who does not reside on the property. STRA is currently not permitted by the zoning bylaw. While B&B and STRA are very similar uses, the major difference is whether or not the operator resides on the property.

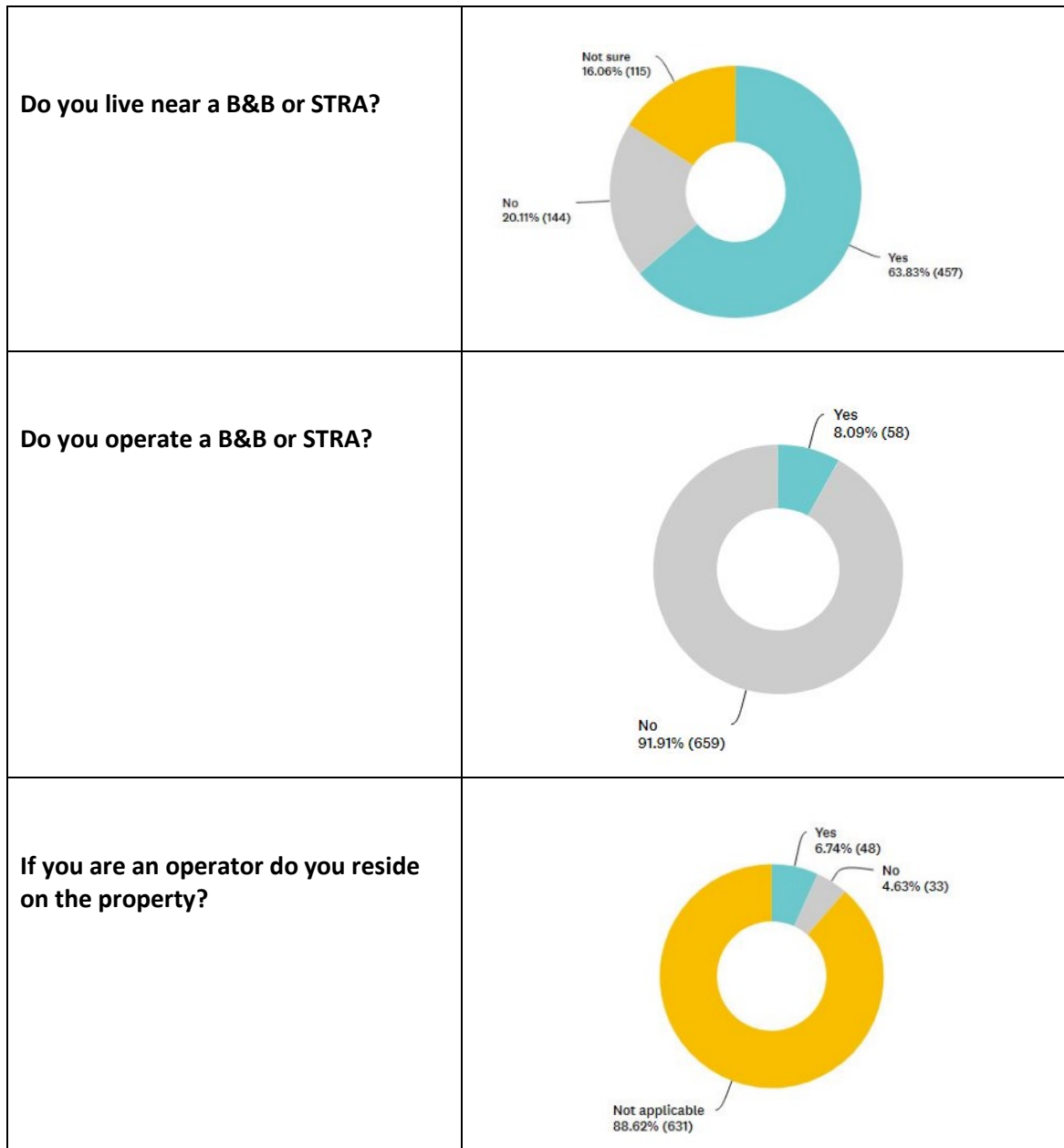
Zoning Bylaw No. 310 Update, Phase 2

Sunshine Coast, British Columbia

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Question 19, 20, 21

Almost 64% of respondents live near a B&B or short term rental. Eight percent (8%) of respondents operate a B&B or short term rental. Of the operators who responded to the questionnaire, slightly more live on site than off.



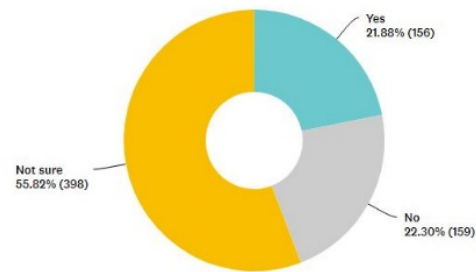
Zoning Bylaw No. 310 Update, Phase 2

Sunshine Coast, British Columbia

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Question 22

Are current regulations for B&Bs effective?



The largest group of questionnaire participants (56%) weren't sure if current B&B regulations were effective. Almost equal numbers of participants thought the current regulations are (21.9%) and are not effective (22.3%).

Comments

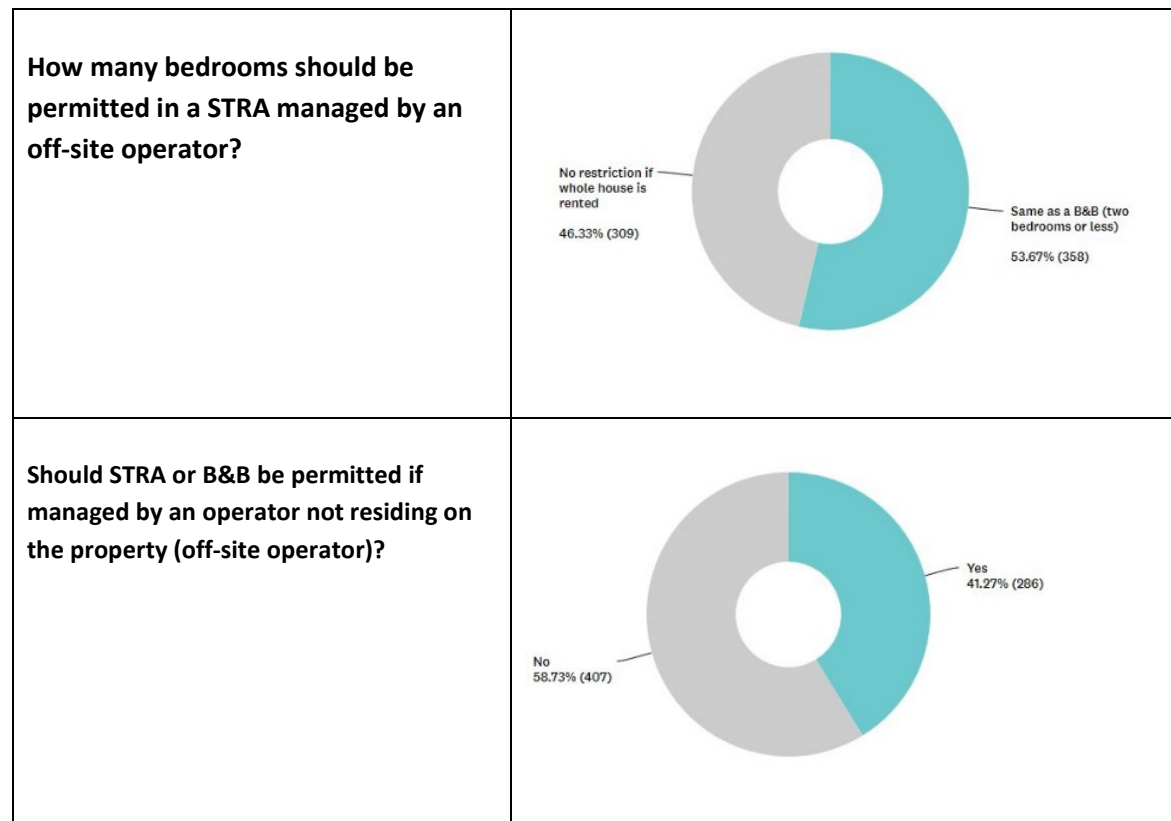
It appears that the comments do not distinguish between B&B and STRA. Most comments are oriented to the concerns with STRA impacts to neighbourhoods – noise, garbage, parking, dogs and the need for enforcement resources.

Zoning Bylaw No. 310 Update, Phase 2

Sunshine Coast, British Columbia

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Question 23 and 24



In a short term rental that is operated by an offsite manager, a larger group of participants (54%) thought that 2 bedrooms or less was an appropriate limit. A small group of participants (46%) thought that there should be no limit to the number of bedrooms.

Regarding off-site operators, 59% of respondents were not in favour, 41% were in favour.

Open ended comments for these questions had a high degree of overlapping themes. They are summarized below.

Comments:

There was a strong trend in the comments toward having an on-site operator only.

Some people felt fine with a local off-site operator who is committed to addressing neighbourhood concerns.

Some felt that the number of permitted bedrooms is not enforceable or relevant.

Zoning Bylaw No. 310 Update, Phase 2

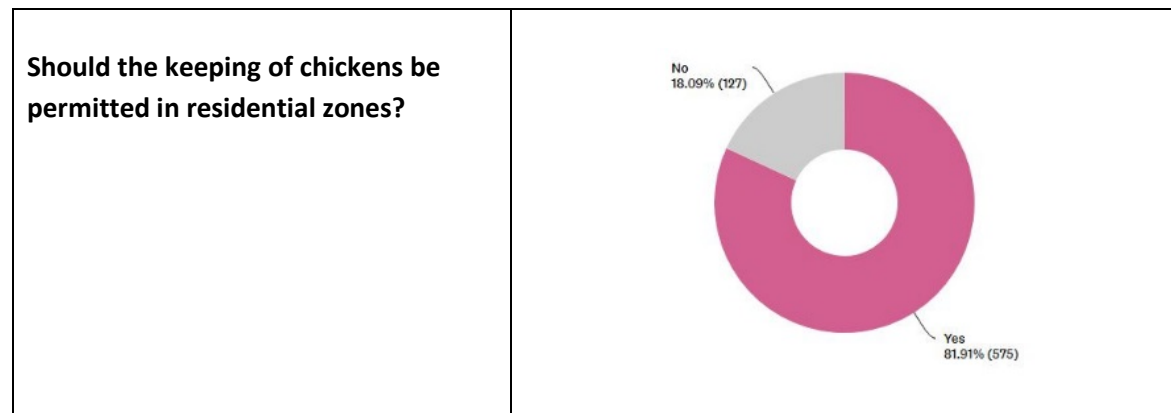
Sunshine Coast, British Columbia

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Residential Agriculture

The residential agriculture questions were designed to gather feedback about appropriate regulations for the number and location of chickens, roosters and honeybee hives in residential areas. There are also questions about the sale of food produced on a residential property. Note these questions assume that large scale farming operations will take place on parcels zoned for agricultural uses. These questions are specific to what should and should not be permitted in residential zones.

Question 25



82% of respondents thought that keeping of chickens should be permitted within any zone. 18% did not agree.

Comments:

Some respondents thought that R1 was not an appropriate place for chickens, while others thought that in R1 chickens could be permitted for personal use only.

The number of chickens permitted should be scaled up by property size. Regulations should be for set backs from neighbours (houses) particularly relating to aesthetics (visual buffers), sound, pest and predator management (electric fences).

A theme of requiring best-practice care for poultry was also raised.

Zoning Bylaw No. 310 Update, Phase 2

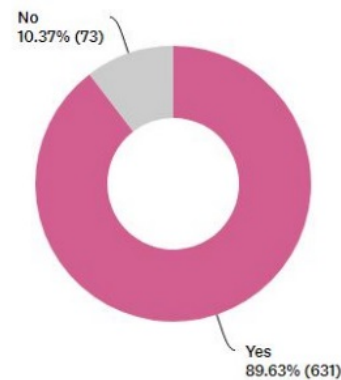
Sunshine Coast, British Columbia

Report Date: June 13, 2019

Question 26

Should the keeping of honey bees be permitted in residential zones? (compliant with BC Ministry of Agriculture standard)?

Currently the bylaw does not directly regulate the keeping of honey bees in residential zones.



90% of respondents said that keeping honeybees in residential zones should be permitted, 10% said no.

Comments:

Comments focused on regulating the number of hives relative to property size and ensuring adequate set backs to neighbours. A main theme was the request to require electric fences for safety of bears and people.

There is also concern expressed about the potential for novice bee keepers to inadvertently cause harm to existing long time hives by introducing disease and / or pests. Provincial best practices and registration of hives were mentioned.

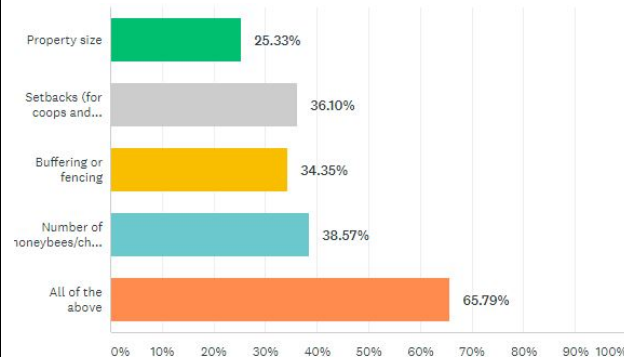
Zoning Bylaw No. 310 Update, Phase 2

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Question 27

If the keeping of honeybees and chickens is permitted in residential zones, what method of regulation would you suggest? Check all that apply.



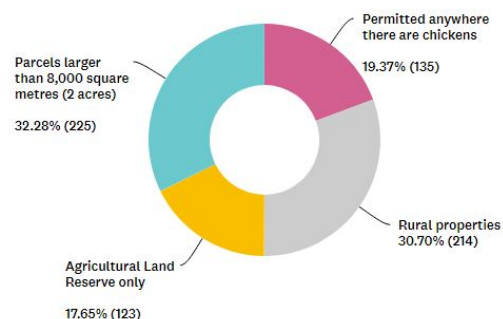
A majority of respondents (66%) thought that all of the tools mentioned above should be employed when considering residential zoning for keeping honeybees and chickens: property size, set backs, buffering or fencing, number of chickens / hives.

Comments:

Many respondents mentioned the need to manage attractants with electric fences and the need to promote best practices for bee care / chicken care in keeping with Provincial ministries' requirements.

Question 28

Where should roosters be permitted?



Parcels larger than 8000m² (2 acres) (32%), Rural properties (31%), anywhere chickens are permitted (19%), Agricultural Land Only (18%).

Zoning Bylaw No. 310 Update, Phase 2

Sunshine Coast, British Columbia

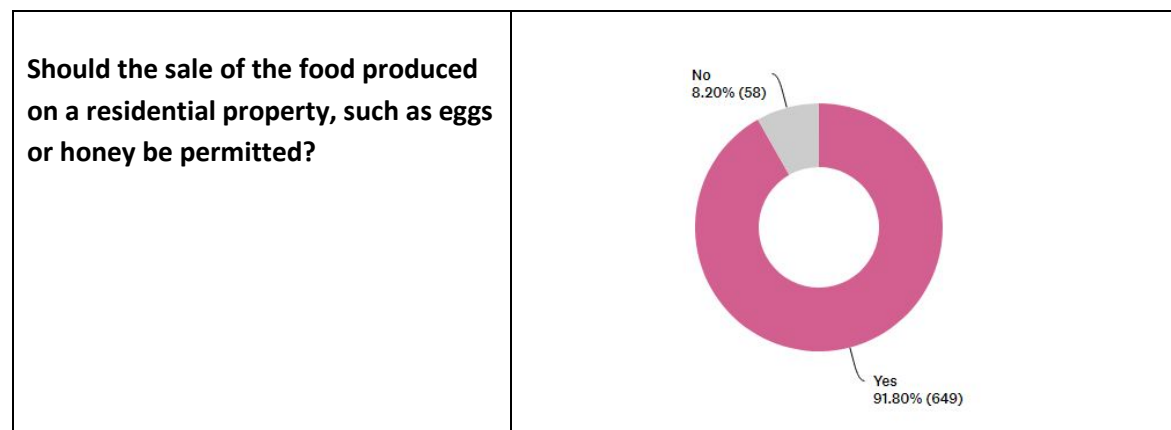
Report Date: June 13, 2019

Comments:

Themes in the comments relating to roosters focused on continuing to permit roosters where they are already permitted – where agricultural uses are permitted. If considerations are made beyond this, choose a size of property that is large enough for appropriate set backs and to reduce noise.

There were comments that expressed a clear wish for no roosters in R1 and R2 however there was also a theme of allowing ‘temporary or travelling’ roosters for a limited number of days at certain times of the year for reproduction and as part of best practices for hen flock health.

Question 29



Respondents said yes (92%), sales of food produced on a residential property should be permitted. Eight percent (8%) said no.

Comments:

Themes in the comments reinforced that only food produced on site should be permitted for sales. Some would like to see this only permitted on larger properties.

Comments were made about linking this section to the home based business regulations, especially relating to the need for onsite parking if sales are permitted.

Some people also raised concerns about food safety and inspection by appropriate officials.

Zoning Bylaw No. 310 Update, Phase 2

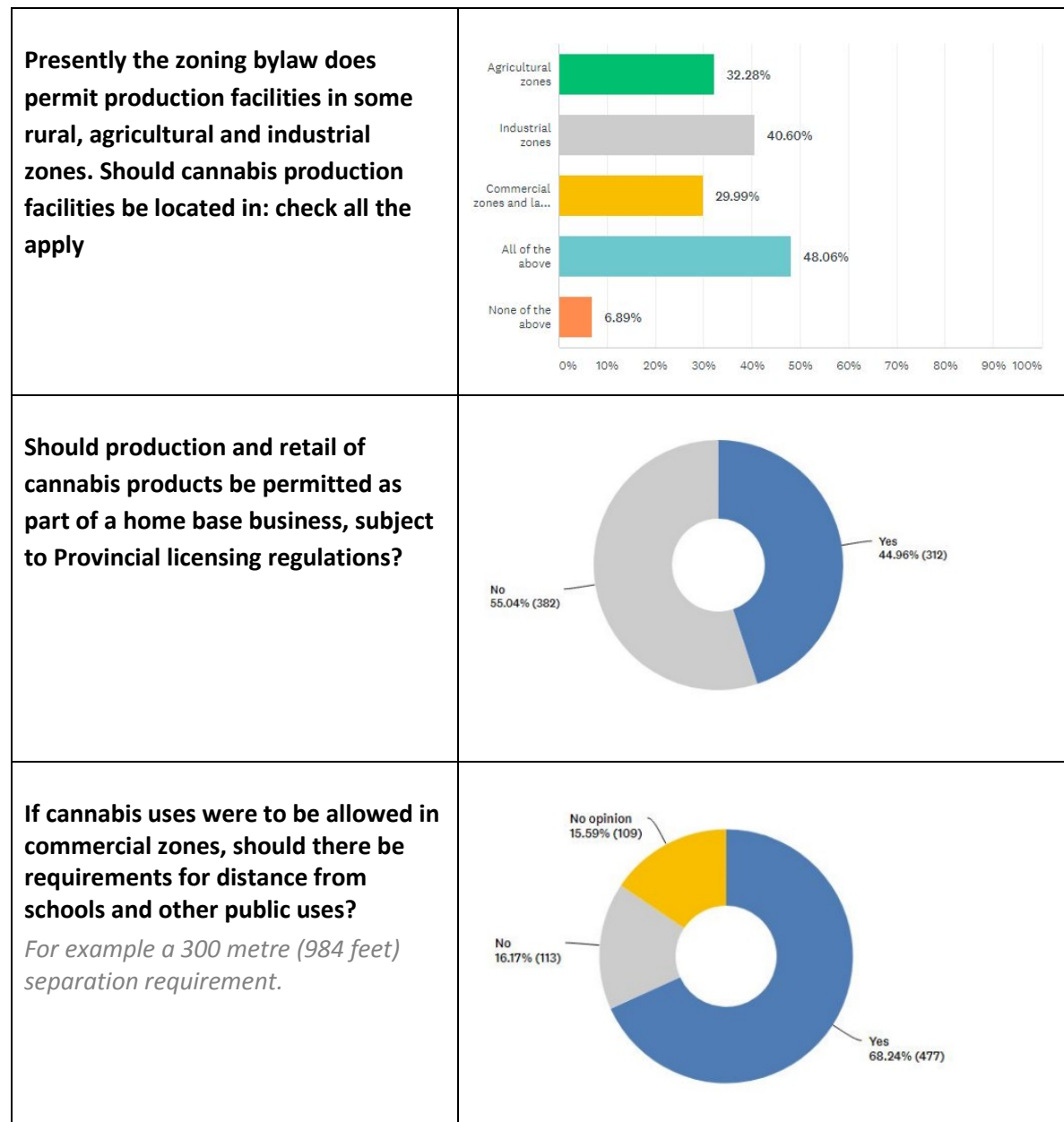
Sunshine Coast, British Columbia

Report Date: June 13, 2019

Cannabis

The cannabis questions are designed to gather feedback about where cannabis production and retail should be permitted.

Question 30, 31, 32



Participants were able to select multiple answers to question 30. The option with the most responses was “all of the above.” The next most highly selected option was Industrial Zones (41%), then Commercial zones (30%) and Agricultural zone (32%).

Zoning Bylaw No. 310 Update, Phase 2

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When asked about whether cannabis product should be permitted as part of a home based business, 55% of respondents said no and 45% said yes. For question 32, 68% yes there should be requirements for minimum distance from schools, 16% said no and 16% had no opinion.

Open-ended comments for questions 31 and 32 included many of the same themes as question 30. The themes from the comments of all 3 questions are summarized below.

Comments:

There were several themes relating to overall concerns about cannabis production and sales raised in the open ended comments such as: odour management, large water consumption, risk management re crime and fire safety. A theme was not permitting any growing or sales of any kind, including micro licenses in residential neighbourhoods, this was not included in the questionnaire but appeared in the comments.

A clear theme was the need to regulate to prevent agricultural lands being used for constructing of cannabis production facilities.

A question was posed about whether the SCRD could decide an overall limit to the amount of land used for cannabis production and sales.

For questions 31 and 32, many comments drew a comparison between alcohol or tobacco and cannabis, requesting that its production and sales be regulated in similar ways to alcohol: sold in controlled locations where identification is required, with permits required for selling it outside of a usual store front location (ie micro breweries or distilleries). Some people commented that 300m wasn't enough set back distance from schools.

Some people did not think a set back distance requirement from schools was relevant.

Some people thought that a minimum distance from schools should be required specifically to manage for air pollution and odour.

Zoning Bylaw No. 310 Update, Phase 2

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Climate Resilience

Potential updates that are intended to assist in addressing climate impacts (among other issues) are:

- Permitting more diverse housing forms, particularly for infill development Height exceptions for residential scale energy generation such as solar collectors and wind turbines
- Increasing the waterfront set back to 15 metres (49 feet) to recognize current and future storm surge and sea level rise potential. This would be consistent with the OCP Development Permit Area requirements for Coastal Flooding Hazard
- Floor area definition can be updated to ensure that thicker walls for better insulation are excluded from the calculation
- Supporting ideas for rainwater capture
- Density bonus will be considered as a tool in exchange for transit-oriented developments, green buildings, public spaces, protected forests (avoided deforestation)

The purpose of this question was to gather feedback about additional zoning regulations to enhance climate resilience. Themes from the comments are outlined below.

Specific regulatory tools to support **rainwater capture and water conservation**:

- Rainwater capture and storage on each property
- Remove barriers for / promote use of grey water recycling
- Remove barriers for composting toilets
- Ensure regulatory/conservation policies do not penalize local food production
- Water meters

Specific regulatory tools to support **storm water management** and tree retention

- Tree retention for stormwater management, climate mitigation, erosion prevention
- If clearing is a must, replanting requirement
- Limitations to impervious surfaces

Specific regulatory tools to support **renewable energy at home**:

- new houses built ready for solar photovoltaic (PV) and Electric Vehicles (EV)
- Remove barriers for renewable energy generation at household scale

Specific regulatory tools to support **green building**:

- Remove barriers to thick walls and large overhangs
- Require siting for passive solar
- Density bonus and other incentives for meeting step code requirements before adoption
- Disincentives for out-dated building methods
- Rebates for heating and cooling alternatives

Zoning Bylaw No. 310 Update, Phase 2

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Provide flexibility for **creative development options that meet building code requirements**

- Create conditions for more cluster housing
- Small homes, common living spaces
- See multiple function zone as developed by Cowichan Valley Regional District

Specific regulatory tools to **support local food production**:

- Develop zoning / remove barriers for growing local food in all zones
- Increase water supply to ensure local food production

Specific regulatory tools to support **community design, infrastructure for active transportation and increasing transit ridership**:

- Density in community hubs
- Density bonus for developing in transit friendly locations
- Increase kilometres of safe bike paths in key corridors
- Acquire land through applications to develop trail corridors and maintain forest
- Zoning to prevent rural sprawl

Specific regulatory tools to support **waterfront protection from erosion**

- Align waterfront set backs with projections for sea level rise

Specific regulatory tools to support **protection from wildfire**

- Ban outdoor burning

Increase water supply or limit development

Overview of Written Feedback

A total of 14 email submissions were made by 12 different individuals or on behalf of a group. The focus of the submissions are listed below:

- 3 relating to home based business
- 3 relating to residential agriculture
- 2 relating to STRA
- 2 with overall comments about several key opportunities
- 2 relating to engagement methods
- 1 relating to climate resilience
- 1 relating to rainwater catchment

Zoning Bylaw No. 310 Update, Phase 2

Sunshine Coast, British Columbia

Report Date: June 13, 2019

Summary

In Phase 2 of public participation for Zoning Bylaw No. 310 update, the Key Opportunity Summary Paper was used as the foundation to conduct communications campaigns, a series of public workshops and an online questionnaire. Phase 2 engaged 86 people in the public workshop series, 826 in the online questionnaire, and 122 individuals through project update email list has a subscription. High quality feedback was received and is summarized in this report.

Supporting Documents

The following documents are attached to this report:

- Appendix A: Public Participation Summary Phase 1
- Appendix B: Key Opportunity Summary Paper
- Appendix C: Postcard

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – October 11, 2018

AUTHOR: Julie Clark, Planner

SUBJECT: PUBLIC PARTICIPATION PHASE 1 ZONING BYLAW 310 UPDATE

RECOMMENDATION(S)

THAT the report titled Public Participation Phase 1 Zoning Bylaw 310 Update be received.

BACKGROUND

The project to update Zoning Bylaw No. 310 is underway. Staff have been working with a consultant (Arlington Group) through the first stage of a public participation plan for the project.

Zoning Bylaw No. 310 was adopted in 1989. It applies to the communities of Halfmoon Bay, Roberts Creek, Elphinstone and West Howe Sound and has been amended approximately 170 times.

The Sunshine Coast Regional District (SCRD) Board adopted the following resolution on February 22, 2018:

075/18 **Recommendation No. 9** *Zoning Bylaw 310 Review – Summary Paper*

THAT the report titled Zoning Bylaw 310 Review – Summary Paper be received;

AND THAT Zoning Bylaw 310 Review – Summary Paper be referred to all Advisory Planning Commissions (APCs), Natural Resources Advisory Committee (NRAC), Agricultural Advisory Committee (AAC) and the Roberts Creek Official Community Plan Committee (RCOCPC) for comments;

AND FURTHER THAT a report with respect to comments and next steps be provided to Committee in Q2 2018.

In alignment with SCRD's Public Participation Framework, three phases of public participation are planned in order to inform the update of Zoning Bylaw No. 310:

1. Familiarize and Review
2. Focus Groups, Public Workshops and Questionnaire
3. Gather Feedback on Draft Bylaw

This report summarizes the feedback received from Phase 1 of public participation.

DISCUSSION

Summary Paper

The Arlington Group used information compiled by staff on technical and interpretation questions and challenges reported by the community to prepare a Summary Paper. This paper highlights the key opportunities or community goals that can be implemented through zoning. The Summary Paper was presented to the Planning and Community Development Committee on February 22, 2018.

Outline of Phase 1

Following Board direction, the Summary Paper was referred to SCRD advisory committees for review and dialogue at two interactive “summit” meetings.

Members from SCRD advisory committee members participated in the summit meetings and/or shared additional written feedback. In addition to providing valuable detailed input on future zoning bylaw needs, Phase 1 also built zoning knowledge and capacity for advisory committees.

Following SCRD’s established public participation practices, the Zoning Bylaw No. 310 Review Phase 1 Public Participation Report is provided for the Committee’s information (Attachment A).

Organizational Implications

An internal cross-functional project team approach is supporting this project. In parallel with the summit meetings, staff shared input received and held focused technical sessions to map opportunities and needs. This work is ongoing.

Timeline for next steps or estimated completion date

Phase 2 of the public participation plan for the Zoning Bylaw No. 310 update project is now underway. This phase involves focus groups, a questionnaire and public workshops.

A follow-up public participation report will be provided to a future Committee at the conclusion of Phase 2. A separate staff report with technical analysis is also anticipated for this time. These steps will enable staff to receive Board direction prior to drafting of a new zoning bylaw.

Communications Strategy

A communications strategy is in place for each of the 3 phases. Newspaper, web and social media notifications will ensure community awareness of this project and participation opportunities.

This report was shared with advisory committee members on publication.

STRATEGIC PLAN AND RELATED POLICIES

The Zoning Bylaw No. 310 update supports strategic priorities to Support Sustainable Economic Development, Facilitate Community Development and Embed Environmental Leadership.

CONCLUSION

Phase 1 public participation for the update of Zoning Bylaw No. 310 is complete.

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

Phase 2 is underway now and Phase 3 is planned for Q1 and Q2 of 2019. An updated Public Participation Report and a following staff technical report are planned to be brought to a Committee in Q1 2019.

Attachment:

Attachment A: Zoning Bylaw No. 310 Update Phase 1: Public Participation Report

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

Sunshine Coast Regional District

Zoning Bylaw No. 310 Update: Phase 1

Public Participation Report

Report to the Planning and Community Development Committee

October 11, 2018

J. Clark, Planner – Sunshine Coast Regional District

Zoning Bylaw No. 310 Update, Phase 1

Sunshine Coast, British Columbia

Report Date: Oct 11, 2018



SUNSHINE COAST REGIONAL DISTRICT

PUBLIC PARTICIPATION REPORT

**Zoning Bylaw No. 310 Update
Sunshine Coast, British Columbia
October, 2018**

Public Consultation Summary Report

The purpose of this report is to present a summary of the comments received during Phase 1 of the Zoning Bylaw No. 310 Update.

This report will expand to include summaries of each phase of public participation. The final report will be a complete summary of public participation for the update of Zoning Bylaw No. 310.

Background

Zoning Bylaw No.310 pertains to the communities of Halfmoon Bay, Roberts Creek, Elphinstone and West Howe Sound. The intent of the Zoning Bylaw No. 310 update is to make sure that there is an appropriate range of zones and permitted uses to allow the community to meet its goals and objectives for the future, rather than re-draw zoning boundaries. Since adoption of the zoning bylaw in 1989 several official communities plans have been adopted and community needs and preferences have evolved. Zoning Bylaw No. 310 has been amended on approximately 170 occasions and it is timely to commence an overall review.

The new zoning bylaw can implement sustainable land use principles, and assist the community to achieve goals in several key opportunity areas, including:

- opportunities for diverse housing types and design;
- expanding the number of zones that allow growing food to further develop a sustainable local food system and economy;
- diversifying the range of home occupations to enhance the local economy;
- support for energy efficient buildings, residential-scale energy production and climate change resilience.

Zoning Bylaw No. 310 Update, Phase 1

Sunshine Coast, British Columbia

Report Date: Oct 11, 2018

Zoning Bylaw No. 310 Update is informed by 3 phases of public participation in addition to review by SCRD, consultant, and SCRD Board review. Each of the phases include the Key Opportunities outlined above. A summary of each phase is below with reference to the SCRD's Spectrum of Public Participation.

Phase 1 Familiarize & Early Review (*inform, gather information*)

Goal: facilitate understanding of the bylaw and the update process, focused on SCRD Advisory Committees and cross functional review by SCRD Departments. Gather feedback.

Phase 2 Focus Groups, Public Workshops & Questionnaire (*inform, gather information, discuss, engage*)

Goal: Gather feedback in a series of 3 public information workshops followed by online questionnaire. Participation input from Phase 1, 2 is used to draft the new bylaw. In addition to public meetings, engage experienced users of the bylaw to gather feedback to inform the new draft.

Phase 3 Gather Feedback On Draft Bylaw (*inform, gather information, discuss*)

Goal: to present and gather feedback on the draft bylaw through formal referrals. There are two main audiences: a) specific sectors/agencies/users of the bylaw and b) the general public. Participation input is used to refine the draft bylaw, before further consideration by the SCRD Board.

Zoning Bylaw No. 310 Update, Phase 1

Sunshine Coast, British Columbia

Report Date: Oct 11, 2018

Overview of Phase 1 Public Participation

Advisory Committee members were the primary audience for Phase 1 of public participation associated with the update. The Advisory Committees include: all 5 Advisory Planning Commissions (APC), The Agricultural Advisory Committee (AAC), the Natural Resources Advisory Committee (NRAC) and the Roberts Creek Official Community Plan Committee. Advisory committee members from Egmont Pender Harbour were included in Phase 1 to support familiarization with zoning bylaws, planning processes and with consideration for possible future review of Zoning Bylaw No. 337.

The first phase of public participation included a preliminary referral of a Summary Paper (described below) to all SCRD Advisory Committees, as well as hosting Advisory Summit 1 and 2. An overview of each is below.

Summary Paper and Preliminary Referrals

A Summary Paper was produced to provide background information on each of these community goals, titled Key Opportunities. The Summary Paper will be used as the foundation to the public participation process for updating the bylaw. The Summary Paper was drafted by The Arlington Group Planning Consultants in collaboration with SCRD. As per Board direction on September 6, 2018, cannabis production and sales will also be included in Phase 2.

A draft of the Summary Paper was referred to Advisory Committees in March 2018. Minutes from Advisory Committees were received by the Board in March and April. Comments are attached (Appendix A). Feedback from the Advisory Committees was used to refine the draft Summary Paper as well as plan for the Advisory Summit.

Advisory Summit

Two Advisory Summit meetings were held in June 2018, designed to bring together members from all SCRD Advisory Committees and the Roberts Creek Official Community Plan Committee to learn about zoning bylaws and share feedback about areas of interest, concern, confusion. The goals of the Advisory Summit meetings were to:

- Assist Advisory Committee members in their preparation to provide feedback on Zoning Bylaw No. 310
- Guide the SCRD in refining public participation planning for broader community participation.

Comments received during and after the summit meetings are summarized in this report.

Zoning Bylaw No. 310 Update, Phase 1

Sunshine Coast, British Columbia

Report Date: Oct 11, 2018

Overview of Results

ADVISORY SUMMIT PART 1

The Advisory Summit Part 1 took place on June 4, 2018 at the Seaside Centre in Sechelt. Twenty three advisory committee members participated.

The Summit Part 1 was facilitated by both SCRD and the Arlington Group. The format included short presentations and facilitated small group discussion. Each small group discussion was focused on one of the three key opportunity areas for Zoning Bylaw No. 310: Housing Diversity, Home Based Business, and Residential Agriculture. Participants selected their topic of choice for each of two rounds of conversation. The Summary Paper and a series of the same questions were used at each table for consistency. Table hosts captured participant feedback which is summarized below.

General Feedback

- Enforcement of regulations was a concern across all topic areas.
- Need to see that the values of each OCP area are maintained through the bylaw.
- The broader community will need to be provided detailed information about topic areas before being asked to answer specific questions.

Housing Diversity

- Brings up broader questions around desired density for the community.
- Concerns about increased housing diversity include:
 - Impacts from increased density and home businesses
 - Impact on views and property values
 - Impact of Short Term Rental (STR)
- Consider the minimum/maximum sizes for homes. Need to gauge community tolerance for mobile homes but small, pre-fabricated homes generally seem accepted. Need to also consider the potential for larger homes to provide multigenerational housing.
- Diversity of auxiliary dwelling types generally supported (e.g. coach homes)
 - Property should have suitable sewerage capacity
 - Auxiliary dwelling size should respond to property size.
- Consider increasing density of multiple residential zone (apartment) zone but the appropriate upper limit of density/housing type would need to be determined.
- A need to include clear explanations for the community about what the zoning bylaw can control.

Residential Agriculture

- Rethink how to provide suitable regulation for the safe and sustainable keeping of honeybees - consider mechanisms for registration of hives.

Zoning Bylaw No. 310 Update, Phase 1

Sunshine Coast, British Columbia

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-
- The number of hens permitted should be limited in relation to parcel size. Consider maintaining the domestic consumption clause.
 - Ensure that farm gate sales only include food grown on the property or nearby properties.
 - Comments pertaining to future regulation and support of residential agriculture included:
 - Managing odours, noise, traffic and dust
 - Ensuring properties are wildlife safe
 - Managing resources, such as water use
 - Loss of canopy cover and ecosystems due to land clearing.
 - Consider potential for community gardens to be included in the bylaw.
 - Consider how can the bylaw be more enabling of residential agriculture while addressing concerns – where should the bylaw be most prescriptive?

Home Based Businesses

- Clearly state a definition - what Home Based Business includes/prohibits before asking questions of the broader community. Also define differences between home offices/home occupations.
- Concerns about enabling more home businesses included:
 - Parking and traffic from employees or visitors
 - Noise and odours
 - Increased resource use – water, energy
 - Waste production and management
 - Environmental consequences from more intensive land use
- Regulation based on neighbour complaints – often difficult to do anonymously.
- Benefit in focusing on what should be regulated, rather than trying to anticipate all the likely scenarios that should be permitted. Subjective nature of what is acceptable in a neighbourhood makes it difficult to navigate prohibited uses. Need to be careful not to be overly prescriptive to create barriers to appropriate home businesses.
- Need to determine the thresholds that shift enterprises from being home businesses to triggering a rezoning of the property.
- Regulation of STRs and cannabis production needs to be considered.

Zoning Bylaw No. 310 Update, Phase 1

Sunshine Coast, British Columbia

Report Date: Oct 11, 2018

ADVISORY SUMMIT PART 2

The Advisory Summit Part 2 took place on June 20, 2018 at the Roberts Creek Community Hall. Twenty three advisory committee members participated.

Summit Part 2 was also facilitated by SCRD and the Arlington Group. The format included short presentations and dialogue at 'key opportunity' stations. Each station focused on one of the three key opportunity areas for Zoning Bylaw No. 310: Housing Diversity, Home Based Business, and Residential Agriculture, with a fourth station open for reviewing the project's public participation plan as well as any additional ideas. Participants were invited to visit their stations of choice for three rounds. The resources at each station included a member of the project team, a copy of the Summary Paper, Zoning Bylaw No. 310, an information poster and a list of the draft questions to be used in the public participation campaigns in fall 2018.

Participants were asked to provide insight on:

- 1) How the consultation questions could be refined for the upcoming public participation (for example: is the question easily understood? What language adjustments are needed for clarity? Are these the right questions? Are there additional questions we should ask?)
- 2) Community tensions that might be associated with the key opportunity areas and questions
- 3) Individual responses to the questions

Feedback was gathered via posters on the wall where participants recorded their specific comments. Feedback sheets were also provided at the stations for those who preferred individual writing and made available after the event for those who needed more time with their comments. Three emails were received with feedback after Summit Part 2. Information collected is summarized below.

General Feedback

Participants were asked to share why they chose to participate in the Advisory Summit and what they wanted the project team to know. Comments included:

- More general knowledge about Zoning Bylaw No. 310
- Specific issues of interest

General themes reflected in comments during the Summit:

- Express the intentions of the individual OCPs, create a Zoning Bylaw that is clear, concise and usable.
- Use language that is enabling, rather than restrictive.
- Use tabular format for better comparison of regulations in each zone.
- More diagrams and images should be used to demonstrate concepts, such as how building height is calculated.

Zoning Bylaw No. 310 Update, Phase 1

Sunshine Coast, British Columbia

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- Concerns about the impacts of development that is not regulated through zoning such as blasting, tree retention and stormwater management.
- Consider environmental protections, infrastructure improvements and bylaw enforcement as part of planning for future development of the Sunshine Coast.

Housing Diversity

The housing diversity station provided information on the current regulations around auxiliary dwelling units, mobile and pre-fabricated homes, carriage houses, the width requirements for houses, density of multi-family homes. Draft questions on these topics were provided to participants. The summarized questions and answers are provided below.

1. Should mobile homes and small, prefabricated homes should be permitted in all residential zones?
 - Question should be broken into two parts:
 - Should mobile homes be permitted in all residential zones?
 - Should small, prefabricated homes be permitted in all residential zones?
 - Consider how the concept of “tiny homes” and “mobile homes” fit within the definition of dwelling.
 - Consider if the question should relate to specific zones.
2. Should be either a minimum or maximum size requirement for houses?
 - Separate the questions for clarity:
 - Should there be a minimum size requirement for houses?
 - Zones currently provide maximum allowable parcel coverage for buildings and structures. Consider an additional maximum allowable size for houses.
3. What about secondary housing such as secondary suites within a dwelling or detached auxiliary dwelling units?
 - SCRD should explore different regulations for attached and detached auxiliary dwelling units. Exploration should include where secondary suites are permitted, where detached auxiliary dwellings are permitted, maximum size for secondary suites, maximum size for detached auxiliary dwellings (for example, increase from 55m² to 90m²), whether carriage houses should be allowed as a form of detached auxiliary dwelling.
4. Should the Residential Multiple zone regulations be adjusted to more clearly enable apartments or townhouses as a form of housing?
 - Apartments or townhouses are generally supported.
5. How can housing diversity be increased?
 - Explore how zoning provisions relate to building multiple small homes on one parcel vs. one large home.

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Residential Agriculture

The residential agriculture station provided information on the current regulations around the keeping of hens, livestock and honey bees, appropriate set-backs for uses and related structures, the difference between domestic and commercial raising of livestock, and farm gate sales in residential zones. Draft questions on these topics were provided to participants. The summarized questions and answers are provided below.

1. Should the keeping of honeybees be permitted in all zones, except multi-family residential zones, with appropriate regulations?
 - Diversity of responses received.
 - Agricultural Advisory Committee and specialists offered to provide input on specific regulations and recommendations if community support is shown.
 - Keep regulations broad to allow rearing of a diversity of animals.
2. Should hens be permitted in all residential zones, except multi-family residential zones, with appropriate regulations?
 - Diversity of answers received.
 - Agricultural Advisory Committee and specialists offered to provide input on specific regulations and recommendations if community support is shown.
3. Should roosters be permitted anywhere there are chickens or only on rural properties?
 - Question needs to be more specific, such as “should roosters only be allowed on properties with rural and agricultural zoning?”
4. Should the sale of food produced on a property, such as eggs or honey be restricted?
 - Reverse the question to ask if the sale of food produced on a property should be encouraged, rather than restricted.
 - Explore the current “domestic consumption” clause.

Zoning Bylaw No. 310 Update, Phase 1

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Home Based Businesses

The home-based business station provided information on the current regulations around indoor and outdoor uses, retailing or wholesaling, signage, employees and ensuring home based business stays within residential parameters. If the business grows beyond these parameters, it must move to an appropriate commercial or industrial zone. Draft questions on these topics were provided to participants. The summarized questions and answers are provided below.

1. What are the barriers to establishing a home occupation or business in SCRD rural electoral areas?
 - Remove references to “home office” and use “home based businesses” to include/regulate all.
 - Keep regulations to a minimum don't try to identify every type of business.
2. What concerns could there be about a broader range of home occupations and businesses being supported through the Zoning Bylaw?
 - Reframe as: “what are the main concerns about home businesses operating in your neighbourhood?”
 - Need to protect R1 zone with the intended residential use. Low impact businesses (such as web-designers, bookkeepers, tutors, musicians, and artists) should be allowed.
 - Ensure residents can practice or teach a skill, craft or art from home that doesn't involve creation or sales of products.
 - Short term rentals (STR) should not be allowed on R1 properties under 2000m² due to noise and parking impacts. Consider STR regulations similar to current B&B regulations for R1.

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Public Participation and Other Ideas to Consider

The fourth station provided an opportunity to look at the schedule for public participation as well as the list of groups and agencies to invite to participate. This station was also a place for other ideas and considerations to be presented. Comments included:

- The environmental effects related to land clearing as a consequence of increased density and agricultural activity need to be considered, including storm water runoff management and tree canopy preservation.
- Neighbour impacts of increased density, such as loss of views, privacy and light.
- Consider mechanisms to encourage smaller homes and cluster housing developments.
- Reduce the number of zones and make Zoning Bylaw No. 310 more user friendly.
- Suggestions of groups and agencies that should participate in future phases of Zoning Bylaw No. 310 Update.

Zoning Bylaw No. 310 Update, Phase 1

Sunshine Coast, British Columbia

Report Date: Oct 11, 2018

Overview of Written Feedback

A total of ten hardcopy written feedback submissions were received: 3 related to housing diversity, 2 related to Agriculture, 4 related to home based business.

A total of 3 feedback submissions were received by email after Summit Part 1.

A total of 2 feedback submissions were received by email after Summit Part 2.*

(*specific request to share verbatim was made Appendix B)

Hardcopy and email submissions were reviewed with the feedback from each Summit meeting. This report provides an integrated summary of all feedback received in Phase 1.

Summary

In Phase 1 of public participation for Zoning Bylaw No. 310 update, the Summary Paper was used to conduct preliminary referrals to the Advisory Committees. Feedback was received via minutes from each Advisory Committee during March and April 2018.

Advisory Summits 1 and 2 were held in June 2018. Feedback on questions to be explored in the next phase was gathered. Some specific comments on aspects of the current or a new zoning bylaw were also shared.

Supporting Documents

The following documents are attached to this report:

- Appendix A: Preliminary Advisory Committee Feedback on Summary Paper
- Appendix B: Email submission

Appendix A: Preliminary Comments on Summary Paper, compiled from Advisory Committee Minutes

April 2018

Area	Housing Diversity	Home Based Business	Residential Agriculture	Usability	Other
A APC	<ul style="list-style-type: none"> This APC feels all Housing Diversity questions regarding mobile homes, pre-fabricated homes, size requirements and secondary housing all depend on the property size and the zoning. Each region on the Sunshine Coast is specific and questions would depend on what region you are referring to. 	<ul style="list-style-type: none"> The APC feels concerns with home based businesses for neighbours are parking, noise and traffic. 	<ul style="list-style-type: none"> This APC feels honeybees should be permitted depending on parcel size and fencing put up for bears. Hens should be allowed depending on parcel size and what the setbacks would be. Roosters should not be allowed in residential areas. Homegrown products from a property should be allowed to be sold. A barrier to producing food on the Sunshine Coast outside the ALR would be Elk. 	<ul style="list-style-type: none"> The APC would like to see all Bylaws include links so navigating through the topics you are looking for would become user friendly. 	
B APC	<ul style="list-style-type: none"> Feel that the housing types really follow zoning bylaws and currently don't have flexibility: right now we are restricted by minimum dimensions. Changing the zoning bylaws would automatically create new housing types; if you can break the buildings up, you can create more positive space. The bank (mortgages) are the biggest restrictors to new housing types. 				<ul style="list-style-type: none"> <i>Invasive Species</i> Would like a regional and corporate policy to address the issue of invasive species and property boundaries; specifically, the implication of knotweed across property boundaries. <i>Blasting Regulations</i> (changing the natural grade of the land) Should there be a bylaw about blasting and the re-structuring of land through blasting, considering the impact on neighbouring properties and on surface runoff. <i>Retaining Walls</i> (changing the natural grade of the land) The ability of landowners to change the natural topography of the land with the construction of retaining walls has greatly impacted the flow of the land across properties and sight lines from neighbouring properties.

Area	Housing Diversity	Home Based Business	Residential Agriculture	Usability	Other
D APC	<ul style="list-style-type: none"> Housing diversity – There was a question about whether the bylaw would increase density. There was concern that, if widespread commercial activity such as short-term rentals is permitted within residential areas, there can be problems. Parking and traffic would be issues. Increased density in the Roberts Creek “core” area as identified in the OCP was discussed. 	<ul style="list-style-type: none"> If a second building is constructed, it is not a home-based business and should be required to go through a development process to receive neighbours’ input. Potential issues include traffic and parking. 	<ul style="list-style-type: none"> Concern that farm gate vegetable sales should not include vegetables from other locations off the farm. There was a question about if there would be a hazard in including the sale of meat as a permitted use. 		<ul style="list-style-type: none"> Themes missed in the Summary Paper – short-term rentals; climate change resilience through residential energy production and efficiency; consideration for “night sky” friendly lighting.
D OCPC	<ul style="list-style-type: none"> Should mobile homes and small, pre-fabricated homes be permitted in all residential zones? <i>Yes.</i> What are your thoughts on size requirements for houses? Should there be either a minimum or maximum size requirement? <i>Yes, there should be a max. but not a min.</i> How should we accommodate secondary housing (i.e. secondary suites within a dwelling and auxiliary or 2nd dwelling on a property)? Should such housing be permitted in any residential zone and property size? <i>These are two separate issues. We should encourage and accommodate secondary suites in all zonings and property sizes, but not secondary dwellings in all. Any larger property should be able to have a secondary dwelling, taking tree retention and habitat into consideration. Further discussion is needed regarding the issue of having a greater number of secondary dwellings than two on some properties.</i> Should the maximum size of an auxiliary dwelling (guest cottage) be increased from 55m2 (592ft2) to 90m2 (969ft2)? <i>Yes.</i> Should carriage houses (an auxiliary dwelling combined with a garage) be permitted? <i>Yes.</i> Apartments are currently permitted in the Residential Multiple zone. However, the current zoning regulation in this zone only allows one unit per 750 square metres. This regulation effectively prevents any form of residential multiple development. Should the regulations be changed to allow townhouses or apartments in this zone? <i>The general feeling was that apartments and townhouses wouldn’t be suitable, but this requires further discussion.</i> <p>Consider the possibility of stratification to increase density on certain lots and achieve denser infill.</p>	<ul style="list-style-type: none"> What are the barriers to establishing a home occupation or business in the Sunshine Coast Regional District? <i>This needs to be explored, as people have voiced their concerns regarding this issue.</i> What concerns could there be about a broader range of home occupations and businesses being supported through the Zoning Bylaw? <i>Parking and traffic concerns are the largest. This needs to be discussed as there may be other barriers. Businesses that create noise should be contained in buildings.</i> 	<ul style="list-style-type: none"> Should the keeping of honeybees be permitted in all zones, except multi-family residential zones, with appropriate regulations? If so, what regulations would you suggest? (parcel size, setback, number of beehives). <i>The general feeling is yes, but more info is needed regarding wild vs cultivated bees. The Sunshine Coast Beekeeping Group should be consulted in this regard.</i> Should the keeping of hens be permitted in all zones, except multi-family residential zones, with appropriate regulations? If so, what regulations would you suggest? (parcel size, setback, number of hens) <i>Yes.</i> What are your thoughts on roosters? (permitted anywhere there are chickens, rural properties only, etc?) <i>Yes, though they should be kept inside at night. Noise bylaws are in place to handle noise.</i> Should the Zoning Bylaw restrict the sale of the food produced on a property, such as eggs or honey? <i>Yes, the One Straw Society and Vancouver Coastal Health’s Food Charter should be consulted heavily.</i> Are there other barriers to producing food on the Sunshine Coast that the Zoning Bylaw should address, particularly on lands located outside of ALR? <i>Yes, please consult the Food Charter. Do you have any additional thoughts on this topic? Sustainability is very important – this is a major issue that warrants attention.</i> 	<ul style="list-style-type: none"> Zoning bylaw needs to be more accessible. Interactive website perhaps, where you plug in your address and see what applies to you. 	<ul style="list-style-type: none"> Community engagement ideas: social media, educating the public as to what they can and cannot do on their property is important. Mail-outs tailored to each zone could be distributed, and a conversation could be invited regarding, “How could we change the zoning in your area to help you accomplish your goals?” A world café–style event could be held at Roberts Creek Hall with neutral facilitators to increase the public’s knowledge of zoning.

Area	Housing Diversity	Home Based Business	Residential Agriculture	Usability	Other
F APC	<ul style="list-style-type: none">• It was agreed there should be housing diversity.• Regarding proposed increase in densification:• Concern that increasing density will be controversial.• SCR D is rural by nature. To increase density, if you believe in Smart Growth, the town centres are where multi-family should be – in Gibsons and Sechelt.• Langdale and Roberts Creek OCPs also have areas proposed for increased density near a “core” area.	<ul style="list-style-type: none">• How would small-scale assembly home occupations (agenda page 86, bullet 1) be supported? Give examples.	<ul style="list-style-type: none">• Size of setbacks in the AG zone (Bylaw 310, pages 102-103): some of the setbacks are too big, especially if you are in the AG zone and all the properties around you are in the AG zone. Some would require constructing buildings in the centre section of the property. Why such a big setback? It would make sense if the property were beside residential.		

Area	Housing Diversity
E APC	<p>Area E APC focused on housing diversity questions only:</p> <ul style="list-style-type: none"> • Don't have small pre-fabricated homes in all residential zones; the look is not conducive with a small home next to a large one. • Maybe have form and character in association with this. • A lot of homes are too big. Many people are desperate for somewhere to live. I can't count the number of people who want to camp in my back yard or bring a mobile to live in. Maybe not appropriate next to a large house. Want to see openness to the need for shelter. <p>1. <i>What are your thoughts on size requirements for houses? Should there be either a minimum or maximum size requirement?</i></p> <ul style="list-style-type: none"> • It would depend on the size of lot and on the zoning. • Currently there is a maximum coverage in the zoning. Do not have a minimum/ maximum other than regarding where you are putting it on your property. • There are places on the Agricultural Land Reserve that have been eaten up with monster houses. No one will be able to afford to buy. • There should not be a minimum. • Current permitted coverage of 30% of a lot is fine, unless they apply for a variance, and unless it is more than ½ acre. • Am opposed to a maximum size in the AG zone, in light of young people not being able to afford a home and where there may be generations living in the same home. • Have to be able to handle the septic field. • Would like a maximum size, and that people could apply for a variance. • The question is difficult to answer without knowing all of the variables. <p>2. <i>How should we accommodate secondary housing (i.e. secondary suites within a dwelling and auxiliary or second dwelling) on a property? Should such housing be permitted in any residential zone and property size?</i></p> <ul style="list-style-type: none"> • It is already happening. • It is nicer to have secondary housing within the house, as compared to outside the house. • On medium sized lots, allow secondary suites. Keep auxiliary dwellings to larger lots. • Bylaw 310 allows a secondary dwelling based on property size; it is appropriate and works well. • Such housing should be permitted in any residential zone as long as the property can hold it and it is in the regulations. It comes back to septic capacity and parking. <p>3. <i>Should the maximum size of an auxiliary dwelling (guest cottage) be increased from 55m² (592ft²) to 90m² (969ft²)?</i></p> <ul style="list-style-type: none"> • It should be increased but they would have to apply for a variance. Add a variance application, with permission from the neighbours. • You could do the increase of the footprint. If it is 969, you could control that by saying "on two floors." • When you go from 592 to 969, you change from an uncomfortable little house to a complete full-time residence. It would double the living density of the area. It would change what I would look at. It would be potentially a two-storey building; it could have impact on the view. There is a limitation with changing bylaws after people have already built. Suddenly your life changes totally, not what I signed on for. We need to look at alternative ways of providing affordable housing. Right now, you could have density increases throughout the area. It would make more sense to do it near transit and shopping. This shifts the opportunity to owners to sort it out between themselves, a bit messy. • Near shopping centers is agricultural land in Area E. Areas for increased population are fairly limited in Area E. Some cluster areas were identified for the OCP. Area E was developed backwards; density is near water where the shopping isn't and where there are the smallest properties. • Allow only on larger lots that the auxiliary dwelling could be made larger; with smaller lots, not so much. Make it proportional. • In Area E, lots jump from ½ acre to 2.5 acres. • Don't know if Area E has proper circumstances to encourage that density of housing. • Think a lot more properties could handle this if they were level, flat; there is plenty of land for this, provided that it doesn't restrict the view corridor. • Have something that looks at the siting. • Provide some safeguards/guidelines so they do not impact adversely on neighbours.

	<p>Area E APC comments continued:</p> <ul style="list-style-type: none">• You will get a lot of trees coming down, and more driveways entering the roads. Do we need to disrupt this neighbourhood to have existing housing provide more housing? We have land elsewhere to deal with these things. I live on a steep gravel road going down to the Esplanade; it is dusty. More people would impact that. This is an opportunity to keep things the way they are. This idea is not good for my neighbourhood.• This place will be the next White Rock. They have to open up more land. Allow a smaller structure for in-laws or parents. 592 is pretty small.• The APC likes the idea of increasing the auxiliary dwelling size, but it is difficult to make this a blanket statement. It will depend on various guidelines and other factors. In certain circumstances, it would be appropriate. Some APC members think this would work, some don't. In some areas there would be significant negative impacts to this policy. In some circumstances it won't work.• There needs to be a way to determine if this is appropriate; it is case by case. There need to be some safeguards around view corridors, height, siting, not obtrusive. <p>4. <i>Should carriage houses (an auxiliary dwelling combined with a garage) be permitted?</i></p> <ul style="list-style-type: none">• Yes. It would depend on the situation. <p>Would need to have guidelines. Are interested in it.</p>
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Julie Clark

From: TROOEDEN TROOEDEN <
Sent: Thursday, July 12, 2018 9:57 AM
To: Andrew Allen; Julie Clark; Ian Hall
Subject: Re: Advisory Summit Part 2: Tomorrow - June 20 6:30-8:30. Roberts Creek Hall

hi
At the June 20, 2018 Advisory Summit part 2,
--I asked Julie regarding my request to email my June 20th email in this link to all invited to the summit.
--Julie informed me that Andrew who'd make the decision, has agreed to to so.
-- It's been 3 weeks, -I thought the email would have been emailed to all invited by now.
-- Please update me when the email will be emailed to all invited to the summit.
--regards, Ulla

On Wednesday, June 20, 2018 3:07 PM, TROOEDEN TROOEDEN < -- wrote:

-- Hello Advisory Summit organizers, Julie, Ian, Andrew
--- and to Selina, Nicholas, Justin, John
--- and to All the Members of the Various Committees Invited to this Advisory Summit Part1 and Part 2
--(I request Julie Clark to share this email with all the invited members of the various committees to this Advisory Summit parts 1 and 2))

You are family, could be one.... could be 5 people.... without a home, in search of another space to call home.
You are daughter, son, sister, brother, grandma, grandpa, woman, man, child, unborn baby, single parent, two working parents with kids, ...
... all without a home, without homes, looking for another place to settle into to call home.

We know that the average house price in Vancouver is over1 million dollars.
In June 2018, the current Sechelt MLS stats indicate an average house price of \$739,570

--"The number of people spending more than half 50% of their entire income on rent is 40 per cent higher on the Sunshine Coast than the B.C. average.

-- As a result, the Canadian Rental Housing Index rates the Sunshine Coast as "severely unaffordable."

-- The average rent on the Sunshine Coast is \$1,031, but that figure is a poor reflection of what is actually available.

-- Rentals on Craigslist range from \$1,200 to \$3,500, and most listings cost between \$1,450 and \$2,000.

Many are in remote locations, far from Gibsons and Sechelt." from Sunshine Coast renters face 'severely unaffordable' market

<http://vancouver.sun.com/news/local-news/sunshine-coast-renters-face-severely-unaffordable-market>

Are you going to build social housing for everybody who lives here in Canada who can't afford to buy a house?

On Sunshine Coast, BC, even some people with an organization that promote themselves as the educators and promoters of long term rentals for landlords make public statements like : -

- "we aren't taking a stand on for or against the short term rentals"

- "short term rentals and long term rentals are separate issues"

- "we aren't trying to change the direction of the landlords with the Airbnb short term rentals to the long term rentals"

OR

- "it's just anecdotal that the short term rentals Airbnb affect the long term rentals"

In the meantime, ya, the reality is that there's another one -- there's another Airbnb after the family is kicked out of their long term rental homes....

--These days, the reality is that the landlord can make more money during just the few months in the summer with Airbnb than with the long term rentals.

--The fact is that it's very cheap.... like \$50 or \$100 to get a legal Airbnb license and it's legit home business of moneymaking Airbnb.

--The fact is that many landlords don't want paper trails, --so it's not even the license fee,-- but it is all the money that's made from the Airbnb businesses, that's legalized, --and very difficult to manage the busy airbnb businesses and the majority of the airbnb-landlords will continue without ever being confronted.... and the Airbnb-short term rental businesses continue to grow and continue to make money....

-- AT What COST? --- just human lives, just homes, just communities, just family

I get it too.

The other day, when someone I know is wondering how to continue to pay mortgages on their house, I said

- "you'd make the most money with airbnb for the shortest time".
- "with airbnb, you don't have to have somebody else living on your property all the time".

I get it too, in other ways.

- When the Roberts Creek OCPC as a board looks at the municipal SCRD Bylaw 310 Reviewing of the housing AFFORDABILITY,

- When this municipal level Advisory Summit Part1\$Part2 as organized by the organizers looks at the municipal SCRD Bylaw 310 Reviewing of the housing AFFORDABILITY,

- When the provincial and the federal government-industry-politician-workers look at the housing AFFORDABILITY,

--- the Crisis of RENT, the Crisis of housing prioritized as COMMODITY instead of human right is and has continues to be the elephant in the room...

(landlord is a feudal terminology and practice)

This is about homes-housing as a commodity.

This is about human rights.... the policy and the reality about the Self of the Human

--either YES, having the right to have a home

--or NO, the home, the housing will continue to be prioritized as COMMODITY MONEY \$, and the housing &\$ RENT is NOT a human right.....

--In the early 2000s in British Columbia, the timeline which coincides with the Housing Crisis and RENT Crisis, the BC government amended the BC Tenancy Act that removed significant tenant's rights, and installed laws with a loophole that legally permitted property owners/landlords to raise rent without limit.

--And this legal rental increase loophole not only affected/increased the rent without limit (no accident that the housing prices at the same time for all these years since the same early 2000s increased without limit, -- this of course is a global business making few 1% to 10% and wantabes rich comfortable and the majority in stress struggle crisis) - obviously, what was also affected was the quality of the home-living for the renters.

--Hence, our Housing Crisis/ RENT Crisis have already been imbedded since the early 2000s, -- in 2018, the NDP removed the loophole....

-- BUT what the NDP also did in 2018 was that the BC NDP government increased the Annual Allowable Rental Increase from the Liberal's 2017's 2% to the NDP's 2018 4% Allowable Annual Rental Increase.

-- In 2019, The BC NDP again allows 4% Allowable Annual Rental Increase.

-- **IF people created a new and different government management system with the different priorities that genuinely is proactively working for the community**, the Allowable Annual Rental Increase would be at 0% in 2018, -- RENT CONTROL would be put in place, and some of the legally unhealthy RENTS would be reduced..... **and yes, this would definitely affect everybody and everything....**

FACT CHECK: Did the CEO of Nestlé Say Water Is Not a Human Right?

<https://www.snopes.com/fact-check/nestle-ceo-water-not-human-right/>

FACT CHECK: Did the CEO of Nestlé Say Water Is Not a Human Right?

The CEO of a multinational company that makes billions annually selling bottled water called the idea that human...

If people can't afford to work in Vancouver, what happens to the city?

<https://globalnews.ca/news/3851268/if-people-cant-afford-to-work-in-vancouver-what-happens-to-the-city/>

This Advisory Summit part1 \$ part2 (of Bylaw 310) is for the benefit of the community..... for the benefit of all community.

- This Advisory Summit's summary pdf that you emailed to us does not appear to adequately include the INPUT-Summary from those of us committee members who attended the Advisory Summit Part 1. on the Sunshine Coast, BC, on June 4th 2018

- For example,

--I phoned and communicated with Julie Clark, SCRD before the Advisory Summit Meetings - requesting that this Summit make room to discuss our Crisis of RENT, our Crisis of Non-Affordable Housing:

--The reality is that the municipal government, and the municipal Bylaw 310 has very little power to deal with RENT, because other than the very significant community citizens' voices-inputs-no inputs,- the Crisis of RENT and the Healing of RENT involve the provincial and the federal governmental inputs.

--The municipal Bylaw 310 can review and make changes to tiny homes and/or mobile homes on properties, STR short term rentals licensed ,-- BUT THIS does not address RENT.

-- The ongoing request has been that the Advisory Summit dealing with the Municipal Bylaw 310 which includes the Review of the Affordability actually make room for the discussion of the Crisis of RENT and the Crisis of Non-affordable Housing--- with the discussion to help initiate to establish the ways that the Municipal Level of Government can be in pro-active co-conversations with all necessary bodies to evolve to acquire the adequate real power to have a real say regarding RENT.

- At the June 4th 2018 Advisory Summit Part 1.

It was a well organized presentation by the organizers. The committee members discussed in groups the 3 topics chosen by the organizers with the organizer's representatives as the group chair, and at the end the organizer's reps presented the summary briefings.

For example - the Home Based Business Summary re-mentioned the topics discussed but there was no specific indication of what we the committee members commented and requested.

- Hence, at the end,

--I raised my hand and I shared 1 specific consensus input from the group discussions which was that

--we with consensus request that the STR Short Term Rentals due to its immense significance have a Separate Bylaw of it's Own in the Home Based Business Classification of the municipal SCRD Bylaw 310.

- The Crisis of RENT has been habitually neglected, bypassed with "well organized acknowledgments that affordability is a part of community".

--BUT No real room is made for a proper discussion for the Affordability Crisis of RENT --

-- MAKE ROOM for an official pro-active conversation with goals to HEAL RENT - is my request.

-- The continuation of THIS NEGLECT is similar enough as the continuation of the consequences of the harms of the abuses.

-- This Advisory Summit's Part 1 Summary pdf, has again left out what has been the ongoing requests and continues to neglect RENT,

-- for example, your "Regulation of STRs and cannabis production needs to be considered" is an inadequate representation of what the group consensus requested.....

-- What we at This Advisory Summit can do is simply officially address the elephant in the room. : --

-- A) - Hence, instead of the normalized systemic neglect, what This Advisory Summit reviewing the municipal SCRD Bylaw 310 can do is simply address the RENT Crisis at this Advisory Summit,

--- which would include the reality of the STR affecting the LTR, that this is not mere anecdotal.... but part of the crisis...

--- B) - And also officially communicate to the current provincial and the federal governments in Canada that:--

-----The Affordability RENT Crisis of the Housing Crisis cannot and is not genuinely being dealt with

----- including, by the municipal level SCRD Bylaw 310 that deals with THIS Topic in the name of AFFORDABILITY only in the terms such as that of house sizes, and what type of houses... but that absolutely does NOT deal with RENT nor RENT CONTROL.

----- Hence, what is clear is that the Affordability is significantly neglected.

----- At this time, the Affordability is still inadequately looked at/ dealt with...

----- At the very least, begin with officially communicating this, and the municipal-provincial-federal changes that are necessary.....

--Ulla Shine

On Tuesday, June 19, 2018 7:31 AM, Julie Clark <Julie.Clark@scrd.ca> wrote:

Hello Advisory Committee Members,

As promised, here is an updated message that includes the Summary Notes from Summit Part 1, and the agenda for tomorrow evening's Summit Part 2 meeting. We look forward to seeing you there.

Many thanks to the participants of Advisory Summit Part 1 on June 4. We're looking forward to building on the valuable feedback from the first Summit at Advisory Summit Part 2 on this Wednesday evening:

June 20, 6:30pm-8:30pm at Roberts Creek Hall, 1309 Roberts Creek Rd.

The Project: The Advisory Summit meetings are part of the early stages of participation for updating Zoning Bylaw 310. The SCRD will use the feedback from Advisory Committee minutes and the Summit meetings to refine the plans for broader public participation later in 2018 and early 2019. Please see the anticipated schedule of public participation below, which highlights the types of opportunities for advisory committees and the public to provide feedback.

RSVP: If you have not yet RSVP'd for Advisory Summit Part 2 and you would like to join us, you are welcome to join, please let us know.

Preparation for Summit Part 2: In preparation for Advisory Summit Part 2 please review:

1. The Summary Paper & Questions for Zoning Bylaw 310 (attached)
2. Advisory Summit Part 1: Summary Notes (attached)
3. Current Zoning Bylaw 310 : in particular Section 502-505: choose one topic area to familiarize with:
 - i. Home Based Business
 - ii. Residential Agriculture
 - iii. Housing Diversity

Advisory Summit Part 2 Agenda

- | | |
|--------|--|
| 6:15pm | • Doors open. |
| 6:30pm | • Welcome, introductions and project overview |
| | • Feedback from Summit Part 1 |
| | • public participation plan |
| 7:15pm | • Key Opportunity stations and discussions (4) |
| | • Provide individual feedback |

- 7:50pm • Station host summaries
- 8:10pm • Event feedback, next steps, wrap up
- 8:30pm • End

** please note – The Farm Gate Market wraps up at 6pm. Parking on the street may be necessary if they are still cleaning up.

Best,
julie

Julie Clark, MAec
Planner, Planning and Development

Sunshine Coast Regional District
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SUNSHINE COAST REGIONAL DISTRICT KEY OPPORTUNITY SUMMARY

Project:
Zoning Bylaw 310 Update

Date:
30 November 2018

Client:
Sunshine Coast Regional District

Sunshine Coast Regional District is undergoing an update of Zoning Bylaw 310.

The following summary provides information on some of the key areas that will be reviewed through the update. The corresponding questions will be provided to the community for their feedback and input on these key areas.

What is a Zoning Bylaw?

A Zoning Bylaw is a key tool used by Local Governments to regulate how land is used.

Each property is within a zone that specifies how that property can be used and what can be built on it, this includes both groups of properties in the same zone as well as individual site-specific zoning. Examples of uses permitted through zoning include different forms of housing, retail stores, industrial uses and agriculture.

A Zoning Bylaw also regulates the setbacks and height of buildings and structures that are permitted in each zone and the density of land use. Other regulations include how much off-street parking is required, home occupations and use of buildings and dwellings.

Who uses a Zoning Bylaw?

The Zoning Bylaw is intended for a range of users. Property owners and those considering buying property and developers refer to the Zoning Bylaw to determine how they can use their land, whether they can build an additional dwelling or suite, how far back a structure needs to be from a neighbouring property or a watercourse, whether they can keep livestock or run a business.

Regional District staff use it to determine whether land and buildings are being used appropriately and to assess development proposals and rezoning applications. Staff reference the bylaw to help community members understand what they can build, where they can start commercial businesses and how neighbouring properties can be used.

Where does Zoning Bylaw 310 apply?

The Sunshine Coast Regional District has two Zoning Bylaws.

Zoning Bylaw 310 applies to four of the five rural electoral areas within the Sunshine Coast Regional District: Halfmoon Bay (Electoral Area B), Roberts Creek (Electoral Area D), Elphinstone (Electoral Area E) and West Howe Sound (Electoral Area F).

Electoral Area A (Egmont/Pender Harbour) is covered by Zoning Bylaw 337, which is not under review at this time.

Why is Zoning Bylaw 310 being updated?

Zoning Bylaws are very important tools for protecting community assets such as resource, recreational and agricultural lands, and for ensuring a stable and appropriate supply of residential, commercial and industrial lands to support a healthy, vibrant and productive community.

Zoning Bylaw 310 has been in place for nearly 30 years. A comprehensive update is required to ensure its regulations align with key community policies and goals, particularly those set out in the Sunshine Coast Regional Sustainability Plan “We Envision One Coast: Together in Nature, Culture and Community” (2011) and the current Official Community Plans for Halfmoon Bay (2014), Roberts Creek (2012), Elphinstone (2008), West Howe Sound (2011), Twin Creeks (2005 and currently under review) and Hillside/Port Mellon (1995).

Community Goals

The intent of the Zoning Bylaw 310 update is to make sure that there is an appropriate range of zones and permitted uses to allow the community to meet its goals and objectives for the future, rather than re-draw zoning boundaries.

The land-use principles of We Envision, the Regional Sustainability Plan, provide a strong framework for building a community that is vibrant and active, provides affordable housing options and access to locally grown food. Additional issues including short term rental accommodation and the regulation of cannabis production and sale have emerged in recent years. The Zoning Bylaw can implement these land use principles, and assist the community to achieve their goals in these key areas:

- Create opportunities for diverse housing types and design;
- Expand the number of zones that allow growing food to further develop a sustainable local food system and economy;
- Diversify the range of home occupations to enhance the local economy;
- Regulate short term rental accommodation; and
- Regulate the production and sale of cannabis in the community.

Usability

As a community resource, it is important that the format of the Zoning Bylaw 310 is accessible and functional for a range of users. An update provides an opportunity to simplify and clarify the zoning regulations and ensure the bylaw content is easy to navigate. Options for improving the usability of Zoning Bylaw 310 are also included in this document.

Key Opportunity 1

Housing Diversity

Adequate and affordable housing is essential to community well-being. Ensuring a range of housing types to meet the needs of different family types, life stages and income levels is important to keeping the region vibrant, diverse and inclusive.

The majority of housing in the Sunshine Coast Regional District consists of detached single family homes, supported by policies that require large property sizes and encourage low-density neighbourhoods. Finding ways to increase housing diversity, while maintaining the character, identity and lifestyle of the rural areas of the Sunshine Coast, is an important goal of the Zoning Bylaw 310 update.

How does Zoning Bylaw 310 impact housing choice and availability?

Zoning Bylaw 310 provides the regulations and guidelines around where homes can be built, and which properties may also include an additional suite or detached dwelling unit, or even a second home. The bylaw also includes zones that allow for multi-family homes, such as apartments, townhouses and mobile home parks, as well as zones of different densities for subdivision purposes.

What could be improved?

- Ensure size regulations for additional suites and detached dwellings meet practical needs, technical requirements and community expectations.
- Review width requirements for homes in residential zones to ensure that regulations do not prevent smaller homes.
- Support the appropriate inclusion of social housing such as transition houses in select zones.
- Review the density of multi-family residential zones to ensure they support diverse housing forms and appropriate development within local centres.

QUESTIONS:

1. Should dwellings smaller than 6m in any dimension, such as mobile homes and small, pre-fabricated homes be permitted in all residential zones?
2. What are your thoughts on size requirements for houses? Should there be either a minimum or maximum floor area requirement?
3. How should we accommodate secondary housing (i.e. secondary suites within a dwelling and auxiliary or 2nd dwelling on a property)? Should such housing be permitted in any residential zone and property size?
4. Should the maximum size of an auxiliary dwelling (guest cottage) be increased from 55m² (592ft²) to 90m² (969ft²)?
5. Should carriage houses (an auxiliary dwelling combined with a garage) be permitted?
6. Should we permit components of a dwelling (e.g. a bedroom, a living room, etc.) be detached from each other on the same property?
7. Should more than 2 dwellings be permitted on larger parcels exceeding 7000 m²? (This would allow more dwellings on larger parcels in R1 and R2 zones without subdivision).
8. Apartments are currently permitted in the Residential Multiple zone. However, the current zoning regulation in this zone only allows one unit per 750 square metres. This regulation effectively prevents any form of residential multiple development. Should the regulations be changed to allow townhouses or apartments in this zone?
9. How could we increase housing diversity within the Zoning Bylaw?
10. Do you have any additional thoughts on this topic?

Key Opportunity 2

Residential Agriculture

Encouraging a robust and sustainable local food system is an objective of the Sunshine Coast Regional District. Currently only a very minimal amount (around 1% to 3%) of the food consumed on the Sunshine Coast is produced here. While this number is not dissimilar to national trends, the Sunshine Coast offers a favourable climate and abundant growing potential. As a ferry-dependent region, establishing a strong local food system would strengthen food security for the community.

In September 2016, the SCRD updated zoning regulations for the Agricultural Land Reserve to better reflect the provincial legislations and Agricultural Land Commission guidance. This review of Bylaw 310 will focus on food production on residential and rural properties not in the ALR.

How does Zoning Bylaw 310 effect food production?

Zoning Bylaw 310 regulates a range of aspects related to residential agriculture. The bylaw determines where agricultural uses are permitted and states clear guidelines around the use of land, buildings and structures on those properties. The bylaw also determines the zones in which poultry, honeybees and livestock can be kept and regulations concerning the sale of their products such as eggs, honey or meat.

What could be improved?

The update offers an opportunity to ensure that the Zoning Bylaw supports the growing of food in a range of zones, while balancing environmental protection and potential neighbour concerns.

Considerations include:

- Regulations to permit the keeping of hens and honeybees in all zones, except for multi-family residential zones.
- Clarifying zones and regulations for the keeping of roosters.
- Ensuring farmer's markets are a permitted use in select zones.
- Reviewing the maximum parcel coverage for properties in the Agriculture zone.
- Reviewing the regulations that limit the retailing or wholesaling of produce grown in specific zones.

QUESTIONS:

1. Should the keeping of honeybees be permitted in all zones, except multi-family residential zones, with appropriate regulations? If so, what regulations would you suggest? (parcel size, setback, number of beehives)
2. Should the keeping of hens be permitted in all zones, except multi-family residential zones, with appropriate regulations? If so, what regulations would you suggest? (parcel size, setback, number of hens)
3. What are your thoughts on roosters? (permitted anywhere there are chickens, rural properties only, etc?)
4. Should the Zoning Bylaw restrict the sale of the food produced on a property, such as eggs or honey?
5. Are there other barriers to producing food on the Sunshine Coast that the Zoning Bylaw should address, particularly on lands located outside of ALR?
6. Do you have any additional thoughts on this topic?

Key Opportunity 3

Home Based Business

The Sunshine Coast is home to many entrepreneurs, artists, artisans and small business owners. With the support of technology, many residents are able to work from home, either full-time or part-time and this can make working or running a business from home an appealing choice for many.

The zoning bylaw can support a flourishing entrepreneurial community while also striving to ensure business is compatible with residential character.

How does Zoning Bylaw 310 effect home occupations?

Zoning Bylaw 310 provides regulations for home offices, home businesses and home industries, including how much of a residential property can be used for the business, the signage allowed to advertise the business, and condition for the keeping of materials, equipment or products. The Zoning Bylaw also regulates the number of employees allowed and on-site parking.

How could it be improved?

Home occupations and businesses take a range of forms and have very different requirements. An update to regulations will ensure that the needs of a range of home occupations are supported, while addressing potential neighbour concerns about on-site parking, traffic flow and noise.

- Additional regulations could be added to Zoning Bylaw 310 to better support small-scale assembly home occupations such as dance, music and art lessons and home day-care, to manage potential traffic and noise issues.
- Review the regulation that the area utilized for the home occupation or business does not exceed the area used for residential purposes.
- Consider increasing the number of non-resident employees from one to two, provided that an off-street parking space is provided for each employee.
- Support the needs of e-commerce businesses.

QUESTIONS:

1. What are the barriers to establishing a home occupation or business in the Sunshine Coast Regional District?
2. What concerns could there be about a broader range of home occupations and businesses being supported through the Zoning Bylaw?
3. Do you have any additional thoughts on this topic?

Key Opportunity 4

Energy Efficient Buildings, Residential Energy Production and Climate Change Resilience

The Sunshine Coast Regional Sustainability Plan and OCPs provide clear goals for reducing greenhouse gas emissions and better preparing for the impacts of climate change. The zoning bylaw can support green building practices that improve energy efficiency in new and existing buildings and permit the expansion of local renewable energy opportunities. The zoning bylaw can ensure that the community becomes more resilient to the impacts of climate change.

How does Zoning Bylaw 310 effect energy efficient buildings, residential energy production and climate change resilience?

Zoning Bylaw 310 regulates a range of features for buildings and structures, including their maximum floor area, their permitted height (and the projections that may be exempted from this height limit), and where they may be situated on a property. As these regulations affect the form and siting of buildings, they have an impact on whether green building practices are supported and ensure that appropriate setbacks for waterfront development are maintained to mitigate the impacts of sea level rise.

How could it be improved?

- Floor area definition could be revised to ensure the development potential of a site is not penalized if new buildings have thicker, better insulated walls.
- New definitions around green building features such as natural ventilation and green roofs could be added to reinforce the zoning bylaw's support of such features.
- Height exceptions for solar collectors and making provision for appropriately scaled residential energy production structures (e.g. wind turbines) could be considered, with careful consideration to mitigate impacts on neighbouring properties.
- Refining and consistently applying waterfront setbacks throughout the zoning bylaw area will also ensure the resilience of properties and buildings to the effects of climate change.

STAKEHOLDER WORKSHOP:

The community has already expressed support for these policy directions through the Regional Sustainability Policy and the Official Community Plans. The technical nature of the updates required in this section means that appropriate solutions will be explored through stakeholder workshops.

Key Opportunity 5

Short Term Rental Accommodation

The Sunshine Coast Regional [District](#) is an appealing destination for tourists and visitors. Short term rental accommodation (STRA), which refers to small-scaled, home-based temporary commercial accommodation within a residential dwelling, has grown exponentially in recent years with the popularity of home-sharing websites. Feedback from the public in a 2017 survey indicated that there are mixed reviews pertaining to the issue of short term rental of dwellings within residential zones. It has been identified that there are both positive benefits and negative impacts associated with short term rental of accommodations.

The Sunshine Coast wants to maintain and continue to strengthen its tourism economy, while managing the pressures that short term rental accommodation can put on neighbourhoods and the availability of long term rental accommodation.

How does Zoning Bylaw regulate short term rental accommodation?

Well-defined temporary accommodation including campgrounds and sleeping units or larger commercial operations such as motels and lodges are defined and permitted in Zoning Bylaw 310. Bed and Breakfast (B&B) is the only type of STRA that is defined in the bylaw with a set of established regulations. Currently other forms of STRA are not regulated.

How could it be improved?

- A definition of STRA could be added to the bylaw - A small-scaled transient rental accommodation provided in a dwelling and occupied for not more than 26 days in any calendar month, which may include a traditional bed and breakfast but excludes accommodation provided in a campground, a sleeping unit, a housekeeping unit, a motel, a lodge, a hotel or a resort hotel.
- Based on consultation feedback, the average stay in an STRA is approximately one week, and it is common practice for the STRA host to provide cleaning and maintenance service at the end of each stay. It is recommended that an STRA can be occupied for a total of 26 days in any calendar month, cumulatively or consecutively.
- Zoning Bylaw 310 permits bed and breakfast use within Residential and Rural zones. This has been effective in regulating the location of B&Bs and should be the same for all STRAs.
- A requirement could be added to the bylaw to require an on-site operator to operate an STRA.
- Likewise, a requirement could be added to the bylaw for specific conditions where an STRA can operate without the presence of an operator.

QUESTIONS:

1. How can the presence of an on-site operator make a short term rental accommodation more acceptable within a residential neighbourhood?
2. Do you feel there is a significant difference between a bed and breakfast and a short term rental accommodation?
3. Can you recommend a maximum size of building or maximum amount of guests that should be considered within a short term rental accommodation?

Key Opportunity 6

Cannabis Production and Retail

The *Cannabis Act*, and in particular legalization of non-medical cannabis, came into force on October 17, 2018. Zoning Bylaw 310 currently provides provisions for cannabis production facilities within select zones. The production and retail of non-medical cannabis is expressly prohibited within residential and rural zones. With the new cannabis legislation, more clarity around where both medical and non-medical cannabis can be produced and sold can be added to the bylaw.

How does Zoning Bylaw 310 regulate the production and retail of cannabis?

In the zoning bylaw, “cannabis production facility” is defined as a facility used for the cultivation, processing, testing, destruction, packaging and shipping of cannabis as permitted under federal legislation. There are also additional definitions to distinguish between medical and non-medical cannabis.

Currently within Zoning Bylaw No. 310, cannabis production facility is permitted within I7 zone, specific parcels within I1 and I5B zones and AG and RU2 zones only for parcels exceeding 8 hectares in size.

Section 511 was recently added to the zoning bylaw to prohibit production and retail of non-medical cannabis within residential and rural zones. This restriction includes cannabis retail and production within horticultural sales, garden nursery operation and other home based business operations.

How could it be improved?

In preparation of the passing of the *Cannabis Act*, on October 11, 2018 the SCRD Board adopted several amendments to the zoning bylaw, including:

- Prohibit non-medical cannabis production and retail in residential and rural zones;
- Add an additional provision that prohibits non-medical cannabis production or retail from being a part of other permitted uses in residential and rural zones;
- Update the bylaw terminology to reflect that used in federal and provincial legislation, replacing the words “marihuana” and “marijuana” with “cannabis”;
- To distinguish between medical and non-medical (commercial or recreational) cannabis by adding new definitions to the bylaw;

An opportunity exists now for the public to provide feedback on cannabis production and its sale in retail zones within the review of Zoning Bylaw 310.

QUESTIONS:

1. The zoning bylaw can create further regulation or allowance for cannabis retail and production. Do you have ideas of where this use should occur or where it should not occur?
2. Are there examples of where limited production and retail may be acceptable as part of a home base business?
3. If retail regulations are considered for commercial zones can you recommend specific circumstances where it would be acceptable? (distance from schools, proximity to other retail areas, etc.)

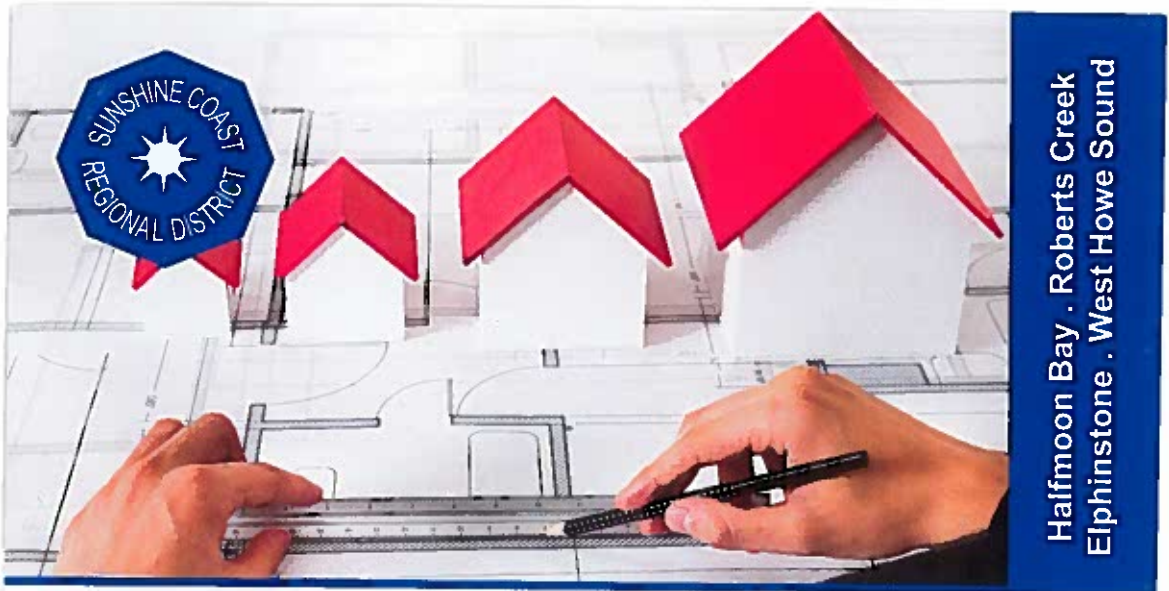
Usability

The Zoning Bylaw is intended to be used by a range of professionals, property owners and Regional District staff. Ensuring that the document can be easily navigated and interpreted is an important goal. As part of the rewriting process, the usability of the Zoning Bylaw could be improved by:

- Adding a purpose statement to each zone;
- Summarising content into easy to interpret table;
- Providing more visual content to use as examples;
- Clearly identifying principal permitted uses and auxiliary permitted uses;

QUESTIONS:

1. Have you experienced any difficulties in understanding the zoning bylaw as it relates to describing how you can use your property?
2. How could the usability of the Zoning Bylaw be improved?
3. Do you have any additional thoughts on this topic?



Halfmoon Bay · Roberts Creek
Elphinstone · West Howe Sound

ZONING BYLAW UPDATE

www.scrd.ca/bylaw-310-update

**Help shape
regulations
for your
community.**

Key areas: Housing.
Home based business.
Residential agriculture.
Climate resilience. Short
term rental. Cannabis
production.



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Participate in the online questionnaire until April 15, 2019.

www.scrd.ca/bylaw-310-update

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – June 13, 2019

AUTHOR: Rebecca Porte, Parks Planning Coordinator

SUBJECT: SECRET COVE FALLS RECREATION SITE UPDATE

RECOMMENDATION(S)

THAT the report titled Secret Cove Falls Recreation Site Update be received;

AND THAT SCRD seek a supporting Memorandum of Understanding with a community volunteer group for shared stewardship of Secret Cove Falls Recreation Site;

AND THAT pending confirmation of a Memorandum of Understanding with a community volunteer group, the delegated authorities be authorized to enter into a new Partnership Agreement with Recreation Sites and Trails BC for Secret Cove Falls Recreation Site (REC0383);

AND FURTHER THAT resources associated with managing Secret Cove Falls Recreation Site be monitored and an update be provided as part of the 2020 budget process.

BACKGROUND

The SCRD Board adopted the following resolution (in part) on January 31, 2019:

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:

2. SCRD decline the agreement for Secret Cove Falls Trail (REC0383);...

At the time that the January 2019 staff report was prepared, the information provided by Recreation Sites and Trails BC (RSTBC) to SCRD was that a community partner (also the partner for the adjacent Homesite Creek provincial campground) had been identified to accept management responsibility for Secret Cove Falls Provincial Recreation Site (locally known as Homesite Creek trails). This was a major factor in staff's recommendation to the SCRD Board, and staff's analysis was clear that a change in managing partner would have no material change in on-the-ground conditions experienced by users of the trails.

Subsequently, RSTBC has informed SCRD that the prospective community partnership agreement has not materialized for the Secret Cove Falls Recreation Site, and that without a partner in place, the site will ultimately be decommissioned as a Provincial Recreation Site.

Because the foundational information used in prior analysis has changed, staff are providing an update and presenting new recommendations.

DISCUSSION

Options and Analysis

Implications of Not Having a Community Partner for Secret Cove Falls Recreation Site

RSTBC has informed staff that without a community partnership agreement in place, the Province would pursue disestablishment of the area. This would involve removal of signs and de-listing of the site as a designated Recreation Site. Disestablishment of the Recreation Site designation involves cancelling the *Forest Range and Protection Act* designation for the area. The implications of not being a Recreation Site are that developments on the provincial lands (including forestry activities) might not be referred to RSTBC or SCRD, and will no longer require authorization from RSTBC under Section 16 of FRPA, which impacts the ability to seek protection of recreation values from commercial or industrial activities and may be less than if the area was a designated Recreation Site.

Staff note that a portion of the site is designated an Old Growth Management Area, and that other provincial legislation protecting water, heritage, etc. would continue to apply.

Trails would continue to exist and public would be able to access them unless some future development was authorized by the Province that resulted in trail closure or restriction of recreation use.

Staff have been in dialogue with Halfmoon Bay community trail users and advocates, including the Halfmoon Bay Greenways, who frequent the area, and have expressed concern about the potential reduction in service.

The area has merit as a recreation site, offering low elevation and relatively low-slope trails in an area with multiple waterfalls and mixed forest, including some old growth.

Implications of SCRD Renewing the Partnership Agreement for Secret Cove Falls Recreation Site

As noted in the January staff report, management responsibilities for Provincial Recreation Sites have increased over time. Key changes from previous agreements were:

- excluding local governments from liability insurance coverage previously supplied by the Province;
- withdrawing Provincial assistance with costs and supplies;
- increasing record keeping responsibility including type of information collected and reporting requirements, and;
- reducing Provincial hazard tree management services.

To confidently meet all required operating standards for provincial recreation sites, additional resources need to be applied to these areas.

In general, the management responsibilities for this site, to be outlined and confirmed in an annual operations plan and as scheduled by a Partnership Agreement, can be considered as:

1. Quarterly inspections/reports of 1.5 km trail system
2. Light trail maintenance (hand tools) performed twice per year or as needed
3. Annual or as needed major trail maintenance, including tree assessments/hazard mitigation (power tools) or repairs following major storm event
4. As needed signage updates/replacement
5. Response to issues/concerns, including storm damage
6. Annual report to RSTBC

Options

1. Enter into a new Partnership Agreement for Secret Cove Falls (REC0383) with a supporting Memorandum of Understanding with a community volunteer partner group – Recommended Option

This approach would see SCRD enter, with provincial consent, into an agreement with a local trail stewardship volunteer group. The group would take on responsibility for quarterly inspections and reporting and would be supported to undertake light trail maintenance (hand tools only). The volunteer group would be covered through the province's insurance under a Volunteer Service Agreement. Ultimate responsibility and liability for the site would lie with SCRD as the partnership agreement holder.

At the current time, staff do not have a commitment from any particular community group, but have heard clear interest in the approach if responsibilities are matched to the capacity of the partnering group.

This community stewardship approach is similar to the model being applied at Sprockids. This approach has the benefits of building community relationships, increasing community development (including active aging) and agency with respect to recreational amenities, and additional resources being provided to trail stewardship in an appropriate way.

Using community stewardship model for parks and trails has proven effective in other jurisdictions, and has seen limited use (with success) in SCRD in the past as an "Adopt-a-Trail" program. The benefit of the approach is its' potential to expand to other trails and parks where there are interested and committed volunteers.

Once established, a community stewardship approach may reduce demand on parks operations resources but would increase demand for volunteer management and coordination, including record keeping. Specific impacts would depend on the scope and success of a stewardship agreement. This will be considered in the context of overall Parks service planning, and staff would monitor and report on incremental resource impacts during future budget processes.

Should staff not be able to arrange a community stewardship MOU, a further report would be provided to a Committee.

2. Confirm the January 31, 2019 decision to not continue as a Partnership Agreement holder for Secret Cove Falls (REC0383)

Resourcing to manage Provincial Recreation Sites remains a concern. Should RSTBC be unable to confirm a new partnership agreement holder, the site may be de-designated as a Recreation Site. Although the site will not have the benefit of formal monitoring and maintenance, trails would remain open to the public, and portions of the area are designated as an Old Growth Management Area.

3. Continue as a Partnership Agreement holder for Secret Cove Falls (REC0383), undertaking all management activities.

In light of RSTBC not confirming a new partnership agreement holder, SCRD could accept responsibility as the agreement holder. This would require additional resources beyond 2019. If option 3 is selected there would be additional costs associated with the management activities outlined above. If this option is selected, staff would prepare a 2020 budget proposal once costs are identified to ensure staff have the proper resources in place to support management.

Organizational and Intergovernmental Implications

Historically, the Regional District has accepted responsibility for a number of provincial recreation areas. The ongoing trend toward formalized/professionalized park management and increased emphasis on liability management, as well as aging assets, place additional resource demands on local governments/park managers.

Provincial Recreation Sites are an opportunity for communities to develop and maintain recreation opportunities on provincial lands.

Staff continue to collaborate with RSTBC for Recreation Sites at Sprockids, Big Tree and for the provincial site at Trout Lake (created under older legislation as a Use, Recreation and Enjoyment of the Public Reserve).

Financial Implications

Signing a Partnership Agreement for Secret Cove Falls Provincial Recreation Site will obligate SCRD to undertake, directly or through an MOU with a community group, certain management activities including inspection, maintenance and reporting. The volunteer stewardship model proposed would reduce the overall demand on SCRD resources to manage Secret Cove Falls Recreation Site, although work relating to volunteer management would increase.

It is difficult to estimate the exact resource requirements/gaps from current resources presently, as staff have not explored in detail what a volunteer stewardship MOU would look like for this site, and because work on service planning for all SCRD Parks and related assets is in progress.

Accordingly, staff do not identify, at this time, any specific financial implications associated with the recommendations presented. Progress of the agreement will be monitored and staff will provide further details as part of updates on SCRD Parks during the 2020 budget process.

SCRD can terminate the Partnership Agreement with 60 days' notice, if desired.

Timeline for next steps or estimated completion date

If directed to proceed, staff would engage community trail groups seeking a stewardship MOU arrangement for Secret Cove Falls Recreation Site. Staff would work with RSTBC on consent for an MOU and drafting of a Partnership Agreement for signing by the delegated authorities.

RSTBC has requested SCRD decide/respond about a Partnership Agreement for the site in June 2019.

Communications Strategy

Staff have been in dialogue with community trail groups/advocates and RSTBC during the preparation of this report. Direction received from the Board will be communicated back to all parties.

An update on progress can be included in a future departmental quarterly report.

STRATEGIC PLAN AND RELATED POLICIES

The subject matter of this report relates to outdoor recreation, environmental stewardship, and community participation. In general these areas of focus are aligned with the SCRD Parks and Recreation Master Plan and the Halfmoon Bay Official Community Plan Bylaw No. 675.

CONCLUSION

In January 2019, the SCRD Board directed, based on information provided by RSTBC through SCRD staff indicating another community partner would take responsibility for the site, that the Partnership Agreement for Secret Cove Falls Provincial Recreation Site not be renewed.

Subsequently, RSTBC has informed SCRD staff that no community partner is willing to enter into a Partnership Agreement for the site.

Considering the site's merit as a venue for recreation, community interest in sustaining recreational opportunity, and the implications of de-designation as a recreation site by RSTBC, staff recommend that a stewardship MOU be developed with a community group and that SCRD seek a new Partnership Agreement for the site with RSTBC, to be signed by the delegated authorities.

Reviewed by:			
Manager	X - K. Robinson	CFO/Finance	X - T.Perreault
GM	X – I. Hall	Legislative	
A/CAO	X – A. Legault	Risk Management	X – V.Cropp

GIBSONS & DISTRICT FIRE PROTECTION COMMISSION

May 3, 2019

 MINUTES OF THE GIBSONS & DISTRICT FIRE PROTECTION COMMISSION MEETING
 HELD AT THE GIBSONS #1 FIRE HALL

PRESENT:

(Voting Members)

Chair	Marilyn Pederson
Director, Electoral Area F	Mark Hiltz
Director, Electoral Area E	Donna McMahon
Councillor, Town of Gibsons	David Croal
Councillor, Town of Gibsons	Stafford Lumley

ALSO PRESENT:

(Non-Voting)

SCRD Corporate Officer / Interim Chief Administrative Officer	Angie Legault
Town of Gibsons Chief Administrative Officer	Emanuel Machado
Gibsons & District Volunteer Fire Dept. Fire Chief / Recorder	Rob Michael
Gibsons & District Volunteer Fire Dept. Deputy Chief	Jordan Pratt
Gibsons & District Volunteer Fire Dept. Fire Chief (retired)	Bob Stevens (part)

CALL TO ORDER

The Corporate Officer assumed the Chair and called the Gibsons & District Fire Protection Commission meeting to order at 10:00 a.m.

APPOINTMENT OF CHAIR

The Corporate Officer called for nominations for the position of Chair of the Gibsons & District Fire Protection Commission.

Director Hiltz nominated Marilyn Pederson. Marilyn Pederson accepted the nomination.

There being no further nominations, Marilyn Pederson was declared Chair of the Gibsons & District Fire Protection Commission.

AGENDA

The agenda was adopted as presented.

MINUTES**Recommendation No. 1***Minutes*

The Gibsons & District Fire Protection Commission recommended that the minutes of November 27, 2017 be received.

PRESENTATIONS AND DELEGATIONS

Gibsons & District Volunteer Fire Department retired Fire Chief, Bob Stevens, gave a presentation on the history of the Gibsons & District Volunteer Fire Department and Gibsons & District Fire Protection Commission.

Bob Stevens left the meeting at 10:41 a.m.

REPORTS

Recommendation No. 2 *2019 GDVFD First Quarter Report*

The Gibsons & District Fire Protection Commission recommended that the 2019 Gibsons & District Volunteer Fire Department First Quarter Report be received.

Fire Chief Rob Michael gave a verbal update on the 2018 and 2019 Budget Project Status Report.

Recommendation No. 3 *Gibsons & District Fire Protection Commission Draft Terms of Reference*

The Gibsons & District Fire Protection Commission recommended that the Gibsons & District Fire Protection Commission Draft Terms of Reference be received;

AND THAT the Gibsons & District Fire Protection Commission Draft Terms of Reference be approved as amended to:

- Remove Section 4.5d (Commission members are encouraged to – be able to dedicate approximately six hours per year to the work of the Commission).
- Add Section 5.4 SCRD Gibsons and District Fire Protection Commission Bylaw No. 448
- Add Section 5.5 SCRD Gibsons / West Howe Sound Fire Protection Service Bylaw No. 1027
- Correct Section numbering.
- Add Section 4.11 Meetings may be called by any member.

ADJOURNMENT 11:45 a.m.

Commission Chair

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – June 13, 2019

AUTHOR: Angie Legault, Interim Chief Administrative Officer

SUBJECT: GIBSONS AND DISTRICT FIRE PROTECTION COMMISSION TERMS OF REFERENCE

RECOMMENDATION(S)

THAT the report titled Gibsons and District Fire Protection Commission Terms of Reference be received;

AND THAT the Terms of Reference be approved subject to any feedback from the Town of Gibsons.

BACKGROUND

Over the years, the Gibsons and District Fire Commission has discussed the mandate of the Commission and expressed interest in having formal Terms of Reference (TOR) to use as a guideline.

DISCUSSION

In May 2019, draft Terms of Reference were reviewed by the Commission members and their feedback was incorporated into the document which is provided in Attachment “A” for approval. Staff recommend adoption of the TOR for the Gibsons and District Fire Protection Commission subject to any feedback received from the Town of Gibsons.

STRATEGIC PLAN AND RELATED POLICIES

Enhance Board Structure and Processes.

CONCLUSION

The Terms of Reference for the Gibsons and District Fire Protection Commission have been developed to assist Commission members with their role. Staff recommend that the Terms of Reference be approved, subject to any input from the Town of Gibsons.

ATTACHMENTS

Attachment A: Gibsons and District Fire Protection Commission Terms of Reference

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

TERMS OF REFERENCE

Gibsons and District Fire Protection Commission

1. Purpose

- 1.1 The purpose of the Gibsons and District Fire Commission is to:
- a. Provide information to the elected officials located in the West Howe Sound Fire Protection District.
 - b. Review the Gibsons Fire Protection strategic plan and five-year financial plan, prior to November 30th.

2. Duties

- 2.1 The Gibsons and District Fire Commission will:
- a. Meet when the need arises for information sharing concerning the Gibsons and District Volunteer Fire Department administration.
 - b. Meet prior to November 30th of each year to review and discuss the Gibsons Fire Protection annual budget.

3. Membership

- 3.1 The Gibsons and District Fire Commission is comprised of the following members:
- a. Two members of the Council of the Town of Gibsons.
 - b. Two Directors of the Sunshine Coast Regional District being the Directors representing Electoral Areas of Elphinstone and West Howe Sound.
 - c. A Chair who shall be appointed annually by the members of the Commission at the first meeting held each year.
 - d. Members shall be appointed annually.
- 3.2 Regional District staff may be assigned to serve in a liaison capacity. The role of the staff liaison may include:
- a. providing information and professional advice;
 - b. facilitating and/or co-chairing meetings;
 - c. assisting with writing reports and recommendations to the Board as requested by the committee;
 - d. bringing such matters to the committee's attention as are appropriate for it to consider in support of Regional District Board direction;
 - e. serving as one of the communication channels to and from the Board; and
 - f. providing advice to the Board that is at variance to a committee recommendation.

Approval Date:		Resolution No.	
Amendment Date:		Resolution No.	
Amendment Date:		Resolution No.	

4. Operations

- 4.1 A majority of the voting members of the committee, as listed in section 3 will constitute a quorum, providing that at least one member is from the Town of Gibsons and at least one member is from the Sunshine Coast Regional District.
- 4.2 The Gibsons and District Fire Commission will meet as required at the Gibsons and District Volunteer Fire Hall, located at 790 North Road.
- 4.3 All Committee meetings must be open to the public except where the committee resolves to close a portion of it pursuant to Section 90 of the *Community Charter*.
- 4.4 The authority of the Committee is limited as follows:
 - a. The Gibsons and District Fire Commission does not have the authority to bind the SCRD or Town of Gibsons in any way, nor engage or otherwise contact third parties, consultants, organizations or authorities in a manner which may appear to be officially representing the SCRD or Town of Gibsons.
 - b. The Gibsons and District Fire Commission may communicate with external organizations and agencies to collect information and make inquiries.
 - c. Where the Gibsons and District Fire Commission wishes to express opinions or make recommendations to external organizations and agencies, it must first obtain authorization from the SCRD Board.
- 4.5 Committee members are encouraged to:
 - a. attend and participate in meetings of the Committee
 - b. share experiences and ideas while maintaining an open mind to others' perspectives
 - c. report back to the appropriate Standing Committee and Regional District staff
- 4.6 In carrying out its mandate, the Committee will work towards conducting operations in a way that:
 - a. improves the economic, environmental and social well-being for present and future generations;
 - b. encourages and fosters community involvement;
 - c. enhances the friendly, caring character of the community;
 - d. maintains an open, accountable and effective operation;
 - e. preserves and enhances the unique mix of natural ecosystems and green spaces in the SCRD;
 - f. is consistent with the goals and objectives of the SCRD's strategic plan; and
 - g. recognizes advisory committees are one of many channels that the Regional Board may utilize to obtain opinions and advice when making decisions.
- 4.7 The SCRD will provide a recording secretary whose duties will include:
 - a. preparing meeting agendas and distributing them to the Committee members in advance of the meeting

- b. preparing minutes of all meetings using SCRD standard practices
 - c. forwarding the minutes to the Committee Chair for review prior to submitting to the appropriate Standing Committee
 - d. forwarding the approved minutes to the Planning and Community Development Committee for further consideration, approval or information.
- 4.8 Unless otherwise provided for, meetings shall be conducted in accordance with the rules of procedure set out in the Board Procedure Bylaw.
- 4.9 Committee members are subject to the Conflict of Interest legislation outlined in Section 100 – 109 of the *Community Charter*. The terms “Council” and “Committee” shall be interchangeable for the purpose of interpretation of these sections.
- 4.10 Committee members must respect and maintain the confidentiality of the issues brought before them.
- 4.11 Meetings may be called by any member.

5. Reference Documents

- 5.1 SCRD Procedure Bylaw No. 717
- 5.2 *Community Charter*, Section 100 – 109 – Conflict of Interest
- 5.3 *Community Charter*, Section 90 – Open/Closed Meetings
- 5.4 SCRD Gibsons and District Fire Protection Commission Bylaw No. 448
- 5.5 SCRD Gibsons / West Howe Sound Fire Protection Service Bylaw No. 1027

Approval Date:		Resolution No.	
Amendment Date:		Resolution No.	
Amendment Date:		Resolution No.	

SUNSHINE COAST REGIONAL DISTRICT**AREA A - EGMONT/PENDER HARBOUR
ADVISORY PLANNING COMMISSION****May 29, 2019**

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

PRESENT:	Chair	Alan Skelley
	Vice Chair	Peter Robson
	Members	Alex Thomson Dennis Burnham Gordon Politeski Janet Dickin Gordon Littlejohn
ALSO PRESENT:	Electoral Area A Director	Leonard Lee
	Recording Secretary	Kelly Kammerle
REGRETS:		Jane McOuat
		Tom Silvey
		Yovhan Burega
		Catherine McEachern
		Sean McAllister

CALL TO ORDER 7:00 p.m.

AGENDA The agenda was adopted as presented.

MINUTESArea A Minutes

The Egmont/Pender Harbour (Area A) APC Minutes of April 24, 2019 were approved as circulated.

The following minutes were received for information:

- Halfmoon Bay (Area B) APC Minutes of April 23, 2019
- Roberts Creek (Area D) APC Minutes of April 15, 2019
- Elphinstone (Area E) APC Minutes of April 24, 2019
- West Howe Sound (Area F) APC Minutes of April 23, 2019
- Planning and Community Development Committee Minutes of April 11, 2019

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

- The APC requests that the minutes of the Planning and Community Development Committee reference the electoral area concerned in reports and referrals.

REPORTS

Subdivision Application SD000059 (Pazur)

The APC received Subdivision Application SD000059 (Pazur) for information. The APC felt that there was not enough necessary information provided in the referral for it to make an informed recommendation.

- Did this application need to come to the APC?
- Maps were incomplete for road access to all lots.
- Is the property commercial or residential?
- What are the covenants?
- Are there details on easements and covenants?
- Are there dedication issues?
- What is the neighbourhood feedback?
- Are septic and water service requirements to be met, and are there issues re. The McNeil Lake watershed?
- Does the Planning Department have recommendations?

NEW BUSINESS

DIRECTOR'S REPORT

The Director's Report was received.

NEXT MEETING Wednesday, June 19, 2019 or if there is nothing urgent on the Agenda then could wait to combine the June meeting with the July meeting.

ADJOURNMENT 8:30 p.m.

SUNSHINE COAST REGIONAL DISTRICT

ROBERTS CREEK AREA D -
ADVISORY PLANNING COMMISSION

May 13, 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	Mike Allegretti Dana Gregory Cam Landry David Kelln Chris Richmond Alan Comfort
ALSO PRESENT:	Electoral Area D Director Recording Secretary Applicant	Andreas Tize Vicki Dobbyn Jim Green
REGRETS:	Area D Alternate Director Members	Tim Howard Bill Page Marion Jolicoeur Heather Conn Gerald Rainville Nichola Kozakiewicz
ABSENT:	Members	Danise Lofstrom

CALL TO ORDER Vice Chair Mike Allegretti chaired the meeting in the absence of Chair Bill Page. The meeting was called to order at 7:05 p.m.

AGENDA The agenda was adopted as presented

MINUTESArea D Minutes

Roberts Creek (Area D) APC minutes of April 15, 2019, were approved as circulated.

Minutes

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of April 24, 2019
- Halfmoon Bay (Area B) APC of April 23, 2019
- Elphinstone (Area E) APC Minutes of April 24, 2019
- West Howe Sound (Area F) APC Minutes of April 24, 2019
- Planning and Community Development Committee Minutes of April 11, 2019

REPORTS

Roberts Creek Official Community Plan Amendment Bylaw No. 641.11 and Zoning Amendment Bylaw No. 310.182 for Subdivision Remainder District Lot 1312

Key points of discussion:

- MoTI involvement – they took a covenant for Porter Road previously. They will comment on application and will consider access off of Leek Road.
- SCR D wants a trail (4-metre-wide gravel path) put down Sullivan Road to meet a transit point.
- Concern that this may create a precedent about re-zoning Z Zone. There are parcels owned by Island Timberlands previously subdivided by Weyerhaeuser. Z Zone began when Forest Land Reserve (FLR) ended. There are bits of Z Zone land in close proximity to residential areas. There are Z Zones in Wilson Creek. Response from applicant about precedent concerns was that if someone else wants to do this they would have to go through the same process.
- Applicant met with SCR D planning department as they worked on the application.
- APC member distributed pages 28 and 29 of the OCP to keep in mind what the OCP was looking for in regard to increasing density. Most options are about dividing land up rather than other models such as stratas and condensed housing. Sections 6.4.5 a to j on page 29 were referred to.
- In regard to this subdivision, the area proposed to re-zone would come under riparian regulations.
- In regard to affordable housing, the SCR D could develop the land or sell and use the money for affordable housing.
- The land above the power line is rugged and suitable for woodlot and recreation.
- The SCR D report was very thorough. It is hard to take a position as there are advantages and disadvantages.
- The challenge of condensed housing is creating a community water system. This is currently not possible as the current situation is that each property needs its own well. Minimum size for well and septic field is 2.5 acres. You can build more wells on the same property.
- SCR D is not in the business of designing co-housing or condensed housing or stratas. These initiatives have to come from people.
- The upper portion is not on the radar for development. Having the land is a benefit for future, and subdivision proposal seems like best use.
- This application makes sense so positive on the proposal. SCR D will have land that can be open for proposals.
- After review of the OCP, it is hard to see where this proposal fits. It doesn't align with the OCP and climate change concerns. Development should be in core, not in ALR and Z Zone, so people are going shorter distances.
- If you are trying to increase housing it should be done by infill, although infill currently doesn't have enough incentive. The economics don't work.

- Amenity bonusing is really meant for downtown core.
- These lots are surrounded by lots that are five acres or greater. If you look at the plan for Roberts Creek, lot sizes get bigger above highway. What is to stop Island Timberlands from subdividing, or people with five or ten acres wanting to subdivide.
- Doesn't seem to fit in this location. Section 17.15 from OCP deals with rural lands north of highway – what happens if we do chop up Z Zones.
- Re amenity bonusing – there could be a four-lane highway going down the middle which would detract from the value of the land.
- If every property is on a well what will happen to water supply below when there are 12 additional wells.
- Applicant commented that there is significant water supply.
- APC members are interested in comments of the neighbours
- Applicant commented that amenity bonusing (donation of 70 acres) only applies for 2.5-acre subdivision and wouldn't be offered if lot size doubled.
- Current mechanism for density doesn't work. It is too cumbersome for developers.
- We heard about the Dynamic Rural Zone proposal at the last meeting and think that it would be good for SCRD to move long with the approval of this sort of zone, then consider whether it could be applied to DL1312.
- Dislike the large number of lots proposed for DL1312. They maybe should be about two times the size proposed. We need to talk about the purpose of the lots and benefit to the community. Lot price and the gift of land cannot be the only plusses! If SCRD has no use for the land (asset vs liability?) then it's not much of a gift.

The Roberts Creek OCPC provided the following comments to the APC in a letter dated April 18, 2019 that was received at the meeting:

- For the reasons set out below and cited from the RC OCP, the RC OCPC does not support either the Rezoning or the Subdivision of DL1312:
 - Section 5 of the OCP refers to the SCRD's document "Our Coast, Our Climate" which puts forth the goals of protecting the forest environment and reducing greenhouse gases.
 - Section 5 of the OCP states Roberts Creek can contribute to the success of these goals by
 1. Focusing on residential development near the Village Core
 2. Reducing and avoiding settlement into ALR, rural and resource landscapes.
 - One of the main goals of the OCP (Sec. 3.7) is "To avoid land use that results in suburban sprawl." The OCPC notes that this property lies outside of the area designated for densification in the OCP (Blackburn Rd to Marlene Rd, Highway to Beach/Lower Rd). Densification through infill of the area in Map 1A of the OCP should be achieved before small lots of 1 ha are created in Resource designated land.
 - Section 17.13 states, "Minimum parcel size requirement for subdivision purposes for rural shall be 1.75 hectares to provide a buffer of larger parcels to adjacent resource lands.
 - Section 17.15 goes on to state rural parcels of 1.75-hectare minimum lots will have one dwelling and 20% left covenanted as forested.
 - Section 19, objective A is "to keep as much forest as possible in the watershed area and uplands of the OCP area and beyond..."
 - After a thorough discussion of this proposal, the RC OCPC does not support the rezoning of the Remainder of DL1312 or the amendment of the RC OCP for this

purpose. We feel that the intent of the OCP is clearly to avoid urban sprawl and concentrate residential land use close to the Village Core.

- APC Members concluded by consensus not to provide a recommendation.

NEW BUSINESS

Director Tize informed the Area D APC members that Bill Page is resigning from the position of chair, but will continue to be a member of the APC. At the next meeting, Director Tize will chair the meeting and conduct the election of a new chair. Members interested in the chair position are requested to email Director Tize prior to the June 17, 2019 meeting.

DIRECTOR'S REPORT

The Director's Report was received.

NEXT MEETING June 17, 2019

ADJOURNMENT 8:50 p.m.