

SUNSHINE COAST REGIONAL DISTRICT
WEST HOWE SOUND (AREA F)
ADVISORY PLANNING COMMISSION MEETING AGENDA
Tuesday, May 23, 2023 at 7:00 p.m.

Meeting will be Held Online via ZOOM

CALL TO ORDER

AGENDA

1. Adoption of the Agenda

DELEGATIONS

MINUTES

2. West Howe Sound (Area F) APC Minutes of April 25, 2023 Pages 1 - 3
3. Egmont/Pender Harbour (Area A) APC Minutes of April 26, 2023 pp 4 - 6
4. Halfmoon Bay (Area B) APC Minutes of April 25, 2023 pp 7 - 9
5. Roberts Creek (Area D) APC *April 18, 2023 Meeting Cancelled*
6. Elphinstone (Area E) APC Minutes of April 26, 2023 pp 10 - 13

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

REPORTS

7. Zoning Amendment Bylaw No. 722.6 for 268 Stella Maris Road pp 14 - 22

NEW BUSINESS

DIRECTORS REPORT

NEXT MEETING

ADJOURNMENT

SUNSHINE COAST REGIONAL DISTRICT

AREA F – WEST HOWE SOUND ADVISORY PLANNING COMMISSION

April 25, 2023

RECOMMENDATIONS FROM THE WEST HOWE SOUND (AREA F) ADVISORY PLANNING
COMMISSION MEETING HELD ELECTRONICALLY VIA ZOOM

PRESENT:	Chair (Acting)	Miyuki Shinkai
	Members	Dave Haboosheh Kevin Healy Ryan Matthews ^[1] _{SEP} Jonathan McMorran
ALSO PRESENT:	Director, Electoral Area F	Kate-Louise Stamford (Non-Voting Board Liaison)
	Recording Secretary	Diane Corbett
REGRETS:	Members	Susan Fitchell Tom Fitzgerald Katie Thomas ^[1] _{SEP}

Prior to the meeting, it was arranged by email that Miyuki Shinkai would assume the Chair position in light of the anticipated absence at this meeting of the Chair and Vice Chair.

CALL TO ORDER 7:05 p.m.

AGENDA The agenda was adopted as presented.

MINUTES

West Howe Sound (Area F) Minutes

The West Howe Sound (Area F) APC minutes of March 28, 2023 were approved as circulated.

Minutes

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of March 29, 2023
- Halfmoon Bay (Area B) APC Minutes of March 28, 2023
- Roberts Creek (Area D) APC Minutes of March 20, 2023
- Elphinstone (Area E) APC Minutes of March 29, 2023

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

Board Policy - Official Community Plan Amendments

APC members commented on themes in the minutes of the APCs with regards to the draft Official Community Plan Amendments Board Policy; there were similar ideas and struggles across the APCs, and issues, questions and complexity around “affordable” housing and densification.

REPORTS

Re-Referral Board Policy - Official Community Plan Amendments

The APC discussed the re-referred draft Board Policy on Official Community Plan Amendments. The following observations and comments were noted:

- Am wrapping mind around what it means for an OCP to be “renewed”.
- There is a contrast or contradiction to wanting the area to stay this way forever, and needing a place for the grandkids to live. The evolving nature of OCPs is related to having more people. Every person added needs more water.
- Metro Vancouver is more defined, saying: we are going to have x amount of people here over next x years; who will take what? If you want transit and community services, you’ll have to accept this many people, and will have to put them on a route that has transit. My experience is there is too much money spent on studies going in circles, rather than saying: here’s money for water, or build a trail.
- Water supply issue is something that can be solved, but is an extensive solution. There are opportunities there. There is a need to tie new development to progressing towards more water.
- Inquiry about exploring development of Squamish Nation lands on the Sunshine Coast and consulting with Squamish Nation. Do they have to comply with OCPs? Will the land be exclusively for First Nations? Could that be a source of truly affordable housing for development close to transit?
- Comment received by email prior to meeting was read aloud: Would like to see criteria that more clearly prohibits the planting of invasive species if the property is adjacent to a water source such as stream, creek, river, lake, or ocean, as well as crown land.
- Invasive species are normally an issue whether or not it’s a riparian area. It is throwing off the historical balance of what was there before. Would want that criterion broad-based.
- Invasive species are everywhere... It is hard to determine what is an invasive species.
- Like the way the Board Policy is laid out; it is easy to go through.
- Appreciation that staff included for consideration in the report the piece on current trends in inquiries, new applications and recent application reviews.
- I like the idea of being bold in providing housing, and not just densifying to solve the housing problem, but also bringing a community benefit.
- The report seemed to be pointing toward directing applicants to say: additional housing is great, but there needs to be something more, like trails or other community amenities. I didn’t like that part of it. Say why would I want this in my neighbourhood, other than the greater good? There are 8 billion people now. Where are you going to put these people?
- This policy requires a bit more responsibility from applicants. They have to read through this amendment policy to see if their desire to create investment is the right place to be. We are asking for stewardship on their part. It will encourage applicants to be more responsible and consider the future of the Sunshine Coast and support for each other’s

well being.

- Are there any guidelines for potential developers?
- Was unsure of what we were to do with this report. Was unsure about what this is about. Would like more time for discussion and feedback. What was asked for us for this meeting was not intuitive.
- Point 9, Economy: the economy part is important for the next generation to continue; would like to see a bit more detail on that.
- Reconciliation and Heritage Conservation sections: could have more criteria.
- Topography section: perhaps could have more information.
- This will be a guideline to start to fill the gap with the old Official Community Plans.

Interest was expressed in an opportunity to get together with other areas' APCs to hear the presentation of the amendments.

Director Stamford responded to APC members' inquiries and comments. The Director invited APC members to send to her any further ideas they may have on the draft Board policy that she could pass to the Board.

Recommendation No. 1 *Board Policy - Official Community Plan Amendments*

The Area F APC recommended support for the outline and the value statements as presented in the report titled Board Policy – Official Community Plan Amendments.

DIRECTOR'S REPORT

The Director's report was received.

NEXT MEETING Tuesday, May 23, 2023

The Director thanked Miyuki for taking on the Chair.

ADJOURNMENT 8:30 p.m.

SUNSHINE COAST REGIONAL DISTRICT

AREA A - EGMONT/PENDER HARBOUR ADVISORY PLANNING COMMISSION

April 26, 2023

RECOMMENDATIONS FROM THE PENDER HARBOUR/EGMONT (AREA A) ADVISORY PLANNING COMMISSION MEETING HELD AT PENDER HARBOUR SECONDARY SCHOOL, 13639 SUNSHINE COAST HIGHWAY, MADEIRA PARK, BC

PRESENT:	Chair	Alan Skelley
	Members	Yovhan Burega Jane McOuat Dennis Burnham Gordon Littlejohn Catherine McEachern Bob Fielding
ALSO PRESENT:	Electoral Area A Director	Leonard Lee (Non-Voting Board Liaison)
	Area A Alternate Director	Christine Alexander (Non-Voting Board Liaison)
	Recording Secretary	Kelly Kammerle
REGRETS:	Members	Sean McAllister Tom Silvey

CALL TO ORDER 7:00 p.m.

ELECTION OF VICE CHAIR

Sean McAllister was acclaimed as Vice Chair

AGENDA The agenda was adopted as presented.

MINUTES

Area A Minutes

The Egmont/Pender Harbour (Area A) APC Minutes of March 29, 2023 were approved as circulated.

The following minutes were received for information:

- Halfmoon Bay (Area B) APC Minutes of March 28, 2023
- Roberts Creek (Area D) APC Minutes of March 20, 2023
- Elphinstone (Area E) APC Minutes of March 29, 2023
- West Howe Sound (Area F) APC Minutes of March 28, 2023

REPORTS

Re-Referral Board Policy – Official Community Plan Amendments

The Area A APC discussed the staff report regarding Re-Referral Board Policy – Official Community Plan Amendments with the following comments:

- Has the potential to discourage developers as it is too detailed.
- More general terms are needed and should be opened for new ideas from developers.
- Written well but is not practical for all OCP's.

Recommendation No.1 *Re-Referral Board Policy – Official Community Plan Amendments*

The Area A APC recommended that the Board Policy – Official Community Plan Amendments as presented not be supported for the following reasons:

- A “one size fits all Areas policy” does not seem appropriate for the rural areas, in particular Area A, because we have no public transit and over 50% of homes are recreational or “second” homes where affordable housing (or any increased density) may not be compatible with large minimum area subdivision requirements.
- In an effort to assist with housing and climate change issues, the proposed policy is creating an additional level of compliance, beyond those identified in the OCP. This could deter development initiatives.
- It is hard to discern what “best planning practices” are or where they have come from. They go well beyond the community vision and objectives set out in the Area A OCP, which were developed after extensive community consultation and legally adopted through the public hearing and by-law adoption process. Many of the policies venture into social engineering policies beyond the jurisdictional authority of regional Districts.
- Many terms used in the draft policy have no specific meaning: For example:
 - 2 (e) What are “complete community and low-carbon land use attributes?”
 - 5 (a) “Climate Risk Assessment?”
 - 6 (a) an “equity lens?”
 - How do you define an “equity-deserving group?”
 - “Affordable Housing?”
- The criteria needs to be specific, measurable and relevant to the specific land location. If this cannot be achieved, it is rather meaningless. Broader wording (closer to that in the DVP amendment policy) would be more relevant.
- The criteria should be prioritized. Which considerations are critical? Which are preferred, but not essential? Are any safe to ignore because they have no relevance? Which are merely desired?
- Suggest adding “compatible with existing nearby community character, land use and density” as a criteria.

DIRECTOR'S REPORT

The Director's report was received.

NEXT MEETING May 31, 2023

ADJOURNMENT 8:55 p.m.

SUNSHINE COAST REGIONAL DISTRICT

HALFMOON BAY (AREA B) ADVISORY PLANNING COMMISSION

April 25, 2023

RECOMMENDATIONS FROM THE HALFMOON BAY (AREA B) ADVISORY PLANNING COMMISSION MEETING HELD ELECTRONICALLY VIA ZOOM

PRESENT:	Chair	Nicole Huska
	Members	Len Coombes Ellie Lenz Matt Garmon Suzette Stevenson (part) Barbara Bolding (Recorder)
	Director, Electoral Area B	Justine Gabias (Non-Voting Board Liaison)
ABSENT:	Members	Kim Dougherty Alda Grames Kelsey Oxley

CALL TO ORDER 7:03 p.m.

AGENDA The agenda was adopted as presented

MINUTES

Halfmoon Bay (Area B) Minutes

The Halfmoon Bay (Area B) APC minutes of March 28, 2023 were approved as circulated.

Minutes

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of March 29, 2023
- Roberts Creek (Area D) APC Minutes of March 20, 2023
- Elphinstone (Area E) APC Minutes of March 29, 2023
- West Howe Sound (Area F) APC Minutes of March 28, 2023

REPORTS

Re-Referral of Board Policy—Official Community Plan Amendments

The APC continued discussion the Staff Report and draft policy that began at the meeting of March 28, 2023.

The following broad concerns/points/issues were noted:

- Many terms lack definitions and/or descriptions of baselines e.g. affordable housing, climate change, environment. Without an understanding of accepted definitions and relevant baselines, it is impossible to move forward and to assess progress or benefit.
- While the documents refer to the need for “innovation” multiple times, it is not clear how innovation would and should be addressed. E.g. How would an innovative proposal that conflicts with the area OCP be dealt with?
- The staff report explicitly states that the policy “...is not a yardstick, prescription or requirement.”, but the format as presented makes it very difficult for any reader to view it as anything other than some type of checklist of requirements.
- The document does not address the cumulative impact of a proposed OCP amendment
- Last sentence of -first paragraph of the Intent should clearly state that the OCP remains an evaluation criterion.
- The document needs to be reorganized/reordered for a more logical flow and to help clarify priorities. Grammar, use of jargon and repetition need to be tightened up. However, there is not much point in providing specific comments at the moment because presumably the document will evolve through a number of iterations. It is frustrating and disappointing to have been told that the only opportunity for APCs to comment is at this very early stage. There are community members who have knowledge and skills to provide helpful editorial comment that would likely be of benefit to the document.

Additional points were noted:

- 4C—Protecting or enhancing farmland is not applicable as most ALR land is forested and not farmable.
- 4F—can’t force landowner to maintain a wildlife corridor.
- 5—Climate/Climate Resilience. Need to quantify (or at least define).
- 5B—Resilient design as a requirement will be a barrier to housing creation.
- 6—Need baseline data to ensure Community Health and Equity is achieved.
- 6—Lead this section with e) Childcare and i) Affordability (and define affordability).
- Additional costs to developer/development. Does the SCRD Board and Planning Department. acknowledge more costs to the developer equals higher cost of housing on the coast?
- How many of these “criteria” does a development have to meet?

Recommendation No.1 *Board Policy - Official Community Plan Amendments*

The Area B APC recommends that more fulsome definitions of terms used in the policy document be incorporated into the document or be cross-referenced with terms that currently exist in other SCRD documents.

Recommendation No.2 *Board Policy - Official Community Plan Amendments*

The Area B APC recommends that staff explain how “innovative criteria” will be considered and incorporated into a review of an amendment application.

Recommendation No.3 *Board Policy - Official Community Plan Amendments*

The Area B APC recommends that:

- a) “Considerations” replace “Criteria” as the second, level 1 heading in the draft policy
- b) The bullets under the level 2 headings 1-10 be changed to a narrative that clearly indicates the items are examples for proponents to consider.

Recommendation No.4 *Board Policy - Official Community Plan Amendments*

The Area B APC recommends that **Cumulative Impact** be added to the policy as an additional “Consideration”, and that cumulative impact take into account effects on the:

- Immediate area
- Neighbourhood
- Electoral area
- Other Electoral areas/entire lower Sunshine Coast

Recommendation No.5 *Board Policy - Official Community Plan Amendments*

The Area B APC recommends that the wording of the last sentence of the 1st paragraph be changed to “...evaluated against the OCP and the criteria below.”

Recommendation No.6 *Board Policy - Official Community Plan Amendments*

The Area B APC recommends that a revised draft of this policy be referred to all APCs for a 2nd review.

DIRECTOR’S REPORT

The Director’s report was received.

NEXT MEETING Tuesday, May 23, 2023 via Zoom

ADJOURNMENT 8:30 p.m.

SUNSHINE COAST REGIONAL DISTRICT

AREA E – ELPHINSTONE ADVISORY PLANNING COMMISSION

April 26, 2023

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

PRESENT:	Chair	Mary Degan
	Members	Rod Moorcroft Nara Brenchley Arne Hermann Clinton McDougall Anthony Paré Michael Sanderson Laura Macdonald (by zoom)
ALSO PRESENT:	Electoral Area E Director	Donna McMahon (Non-Voting Board Liaison)
	Alternate Director	Ashley St. Clair (Non-Voting Board Liaison)
	Recording Secretary	Vicki Dobbyn

CALL TO ORDER 7:04 p.m.

AGENDA

The agenda was adopted as circulated.

MINUTES

Area E Minutes

The Area E APC minutes of March 29, 2023 were approved as circulated.

It was noted the minutes were amended to align with SCRD's corporate minute standard and did not entirely reflect the concerns expressed at the meeting. There is a training planned for APC Chairs and Recording Secretaries where we should get clarity on the content and format of minutes. Director McMahon has asked for flow charts to explain Planning processes. Questions that arose from this discussion included:

- Is there a protocol for giving input to MOTI?
- Why doesn't planning staff attend APC meetings? It is probably an issue of capacity.
- Has there been consideration of the SCRD becoming a municipality? This is a complex

issue with many cost implications.

Minutes

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of March 29, 2023
- Halfmoon Bay (Area B) APC Minutes of March 28, 2023
- Roberts Creek (Area D) APC Minutes of March 20, 2023
- West Howe Sound (Area F) APC Minutes of March 28, 2023

REPORTS

Board Policy – Official Community Plan Amendments

This draft policy was referred to the APC for feedback. Feedback included the following key points of discussion regarding OCPs and how they are revised:

- OCPs are usually updated every five to ten years, with the process for each update taking about two years.
- What is the specific process for updating the OCPs? The *Local Government Act* is the starting point, but there are details not covered in the Act.
- The APC would like to see a “roadmap” of how OCPs are reviewed that would include an itemized checklist including how community consultation is achieved and how members for a consulting committee are chosen.
- What is the role of the Elphinstone Community Association in OCP review or other planning matters?
- It was noted that the District of Sechelt has one OCP but there are sections for the different neighbourhoods. It was suggested that in the SCRDP OCP updating process one consolidated OCP be developed for sections that are the same in all areas, thereby eliminating the need to duplicate certain sections. OCP sections that are unique for each rural area could be added.
- A unified OCP was just completed in the Cowichan Valley Regional District and this may be a model for the SCRDP.
- It is suggested that all APCs get together for discussion.

Following are key points of discussion on the draft policy:

- There was positive support for the draft policy as it indicated a direction to harmonize some sections of OCPs.
- Accessible active transportation promotes sustainable, resilient, and affordable transportation options which have positive environmental impacts. Therefore, the policy needs more emphasis on accessibility for active transportation, that is, non-car transportation that includes cycling and pedestrians.
- There is also a need for connectivity for active transportation, linking neighbourhoods, and providing access to commercial and community locations.
- There is lot of subjective language (for example, “significant” and “appropriate”) so it would be clearer if some metrics were added.
- There should be a requirement for developers to meet the higher levels of the BC Energy Step Code, and include consideration for the carbon emissions under the new provincial Zero Carbon Step Code.

- How will SCRD prioritize the 13 criteria? Which is most important? Is it in the order presented in the draft? Section 4 Environmental Enhancement should be a priority.
- The APC members would like SCRD staff to bring this draft policy to a meeting and give examples of how they would apply it. This would be done by going through an actual application and weighing and assessing the application against the criteria.
- It was noted that there are lots of good ideas in the draft policy.
- Will developers get this policy ahead of time to facilitate getting better applications?
- APC members are grateful for the opportunity the draft policy creates for a more positive development direction and hope these criteria are reflected in the updated OCPs.
- The APC would like to see the final version of the draft policy. It will show up in the agenda for the Electoral Area Services agenda.
- As structured the proposed OCP Amendment Framework is too open to varying interpretation by an applicant preparing an amendment and the municipality reviewing the submission. The framework includes a long list of criteria covering a wide range of planning, quasi planning, and non-planning matters. Greater clarity is required on how it should be interpreted and reviewed. Are the criteria to be interpreted/reviewed subjectively, quantitatively, or both? Will some/all of the criteria be weighted, ranked, scored out of 10, etc. or will some be a simple yes/no response, etc.? A framework that provides consistency in interpretation, preparation and review of an application is essential to successful use by both the municipality and industry when considering an amendment to the senior municipal planning document.

Recommendation No. 1 *Board Policy – Official Community Plan Amendments*

The Area E APC recommended that feedback on the draft policy wording be considered as follows (in italics):

1. Location

d) Proposed development eliminates direct vehicular driveway access to the Sunshine Coast Highway and seeks to limit or reduce direct vehicular driveway access to other arterial roads *Add “and seeks to redirect vehicular access to a secondary feeder road”*

Add f) create transportation corridors and trail networks so people can freely and safely move using active transportation.

2. Land Use Compatibility and Density

f) If located at or near a rural-municipal edge, proposal responds to adjacent municipal land use planning *Add “that includes consideration for multi-modal transportation options”*

4. Environmental Enhancement

Add g) “The application includes best management practices (BMPs) for Integrated storm management, and also use BMPs for environmental management, road construction (grades), tree preservation, and ensuring stable slopes. Technical information related to these matters should also be included with the application for SCRD review and provided to the APC for its review of the application.

5. Climate Resilience & Reduction of Greenhouse Gas Emissions

5. a) iv. *Delete “opportunity”*

8. Affordable Housing

8. a) ii. *Add “and creates higher density near transportation hubs.”*

DIRECTOR'S REPORT

The Director's report was received.

NEXT MEETING – WEDNESDAY, MAY 24, 2023, 7:00 PM BY ZOOM.

ADJOURNMENT 9:24 p.m.

SUNSHINE COAST REGIONAL DISTRICT REFERRAL REPORT

TO: West Howe Sound APC – May 23, 2023

AUTHOR: Alana Wittman, Planner II

SUBJECT: ZONING AMENDMENT BYLAW NO. 722.6 FOR 268 STELLA MARIS ROAD

RECOMMENDATIONS

The West Howe Sound APC review this report and make a recommendation.

BACKGROUND

The Sunshine Coast Regional District (SCRD) received a Zoning Bylaw Amendment application to amend the zoning and subdivision district to enable subdivision and future residential development at 268 Stella Maris Road in Area F - West Howe Sound.

A public information meeting was conducted by the applicant in coordination with the SCRD on April 5, 2023. The purpose of this referral is to provide information and analysis of the application and obtain comments from the APC prior to presenting the bylaw to the Board for consideration of first and second readings.

Application Summary	
SCRD Application #	BYL00047
Owner/Applicant	Stella Maris Community Development LTD (Richard and Effie Klein)
Authorized Agent	Jim Green (Ventureland Management LTD)
Legal Description	BLOCK 15 EXCEPT: PART DEDICATED FOR ROAD ON PLAN LMP4631; DISTRICT LOT 1402 PLAN 737
PID	010-536-418
Electoral Area	Area F (West Howe Sound)
Civic Address	268 Stella Maris Road
Parcel Area	3.84 Hectares (ha)
OCP Designation	Residential
Current Zoning	Residential Rural One (RU1)
Existing Subdivision District	I (4 ha minimum)
Proposed Zoning	Residential Two (R2)
Proposed Subdivision District	C (0.2 ha minimum)

CURRENT CONDITIONS, PROPOSED USES AND PROCESS

The subject property is within the Hopkins Landing neighbourhood of West Howe Sound (Figure 1). The property contains one single-unit dwelling and an auxiliary building (garage) in the southwest portion of the parcel. The majority of the parcel is vegetated with second growth

forest (Figure 2) and the northern boundary is the top of a ravine bank the slopes towards Langdale Creek.

The proposed plan for future residential development is consistent with the Official Community Plan (OCP) "Residential" land use designation; however, a Zoning Bylaw Amendment is required as the proposed density does not conform to the existing subdivision district I or RU1 zoning. Overall, to implement this proposal requires a total of three successful planning applications, each with a distinct approval process: Zoning Amendment, Subdivision, Development Permit.

The process of considering this proposal begins with the current application to change zoning from Residential Rural One (RU1) to Residential Two (R2) and the subdivision district from "I" (4 ha minimum parcel size) to "C" (0.2 ha minimum parcel size). The purpose of the rezoning is to facilitate subdivision for future residential development. A preliminary subdivision plan has been provided for discussion purposes (Figure 3).

If the Zoning Bylaw Amendment is approved, the applicant would need to complete both subdivision and development permit application processes to confirm the number of safe developable lots, informed by environmental and geotechnical professions.

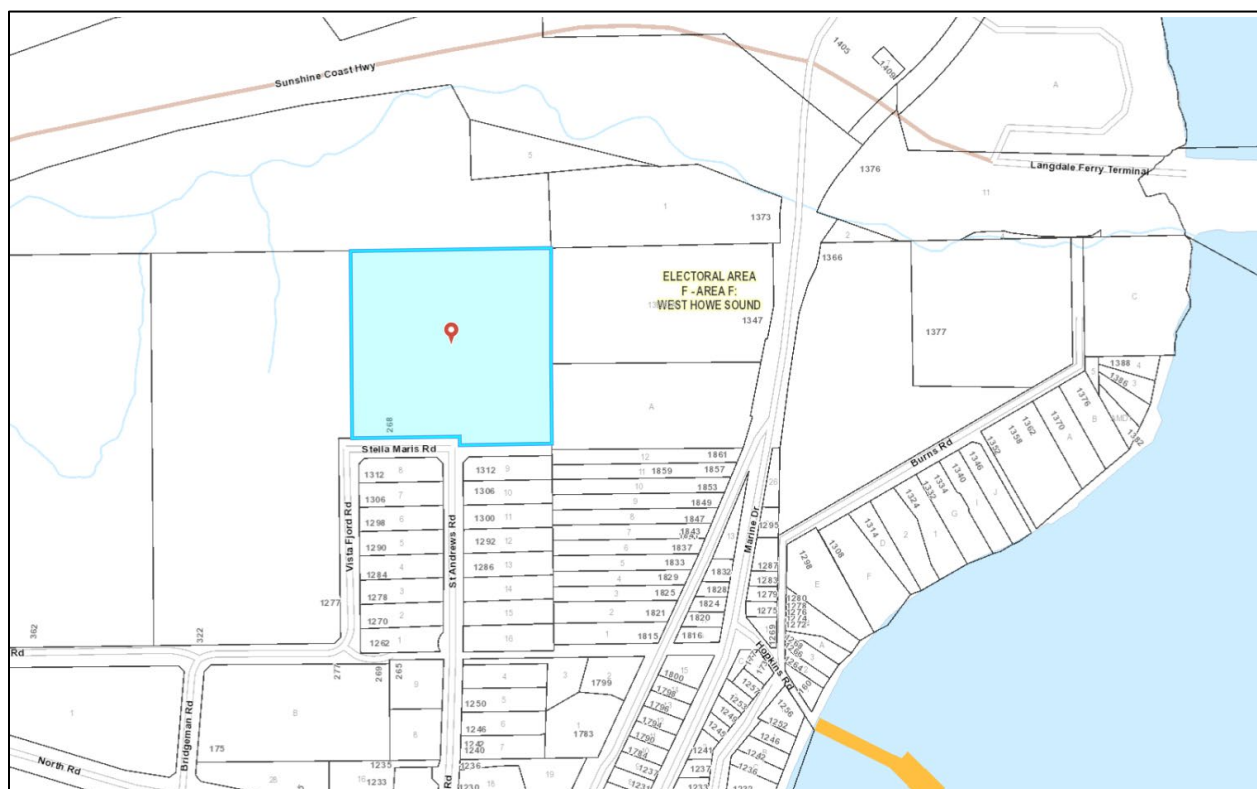


Figure 1 - Context Location of Subject Parcel (268 Stella Maris Road)

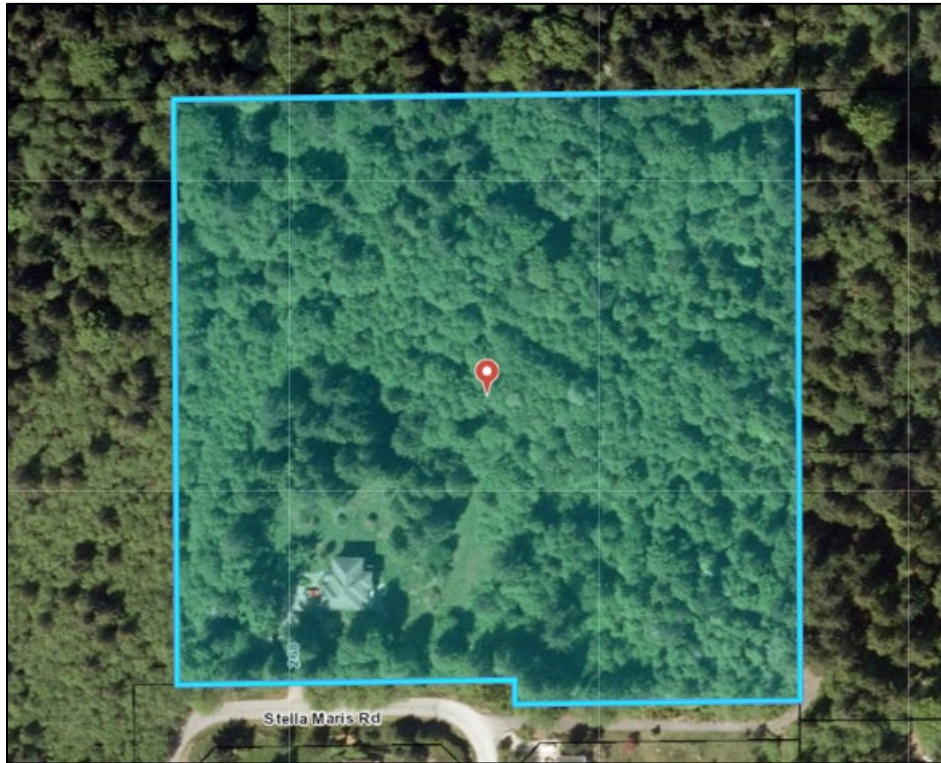


Figure 2 - Aerial Imagery of the Subject Parcel (268 Stella Maris Road)

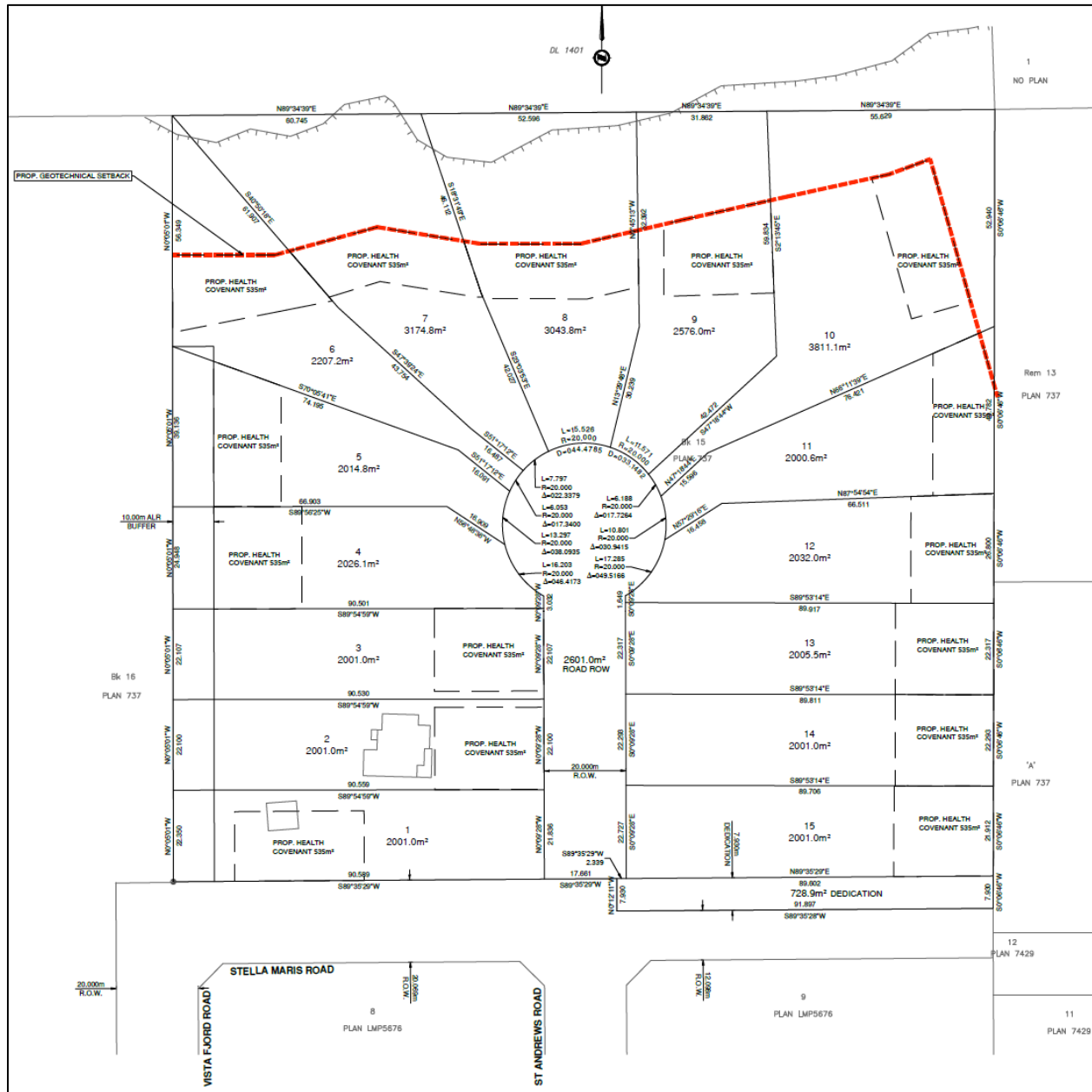


Figure 3 - Preliminary Subdivision Site Plan with proposed Geotechnical Setback

DISCUSSION

Planning Analysis - West Howe Sound Official Community Plan

Land Use

The parcel is within the Residential (Hopkins Landing) land use designation. The parcel to the west has an Agricultural (AG) land use and is located within the Agricultural Land Reserve (ALR). The parcel to the north has a Gateway Corridor land use. Parcels to the south and east also have the Residential land use designation (Figure 4).

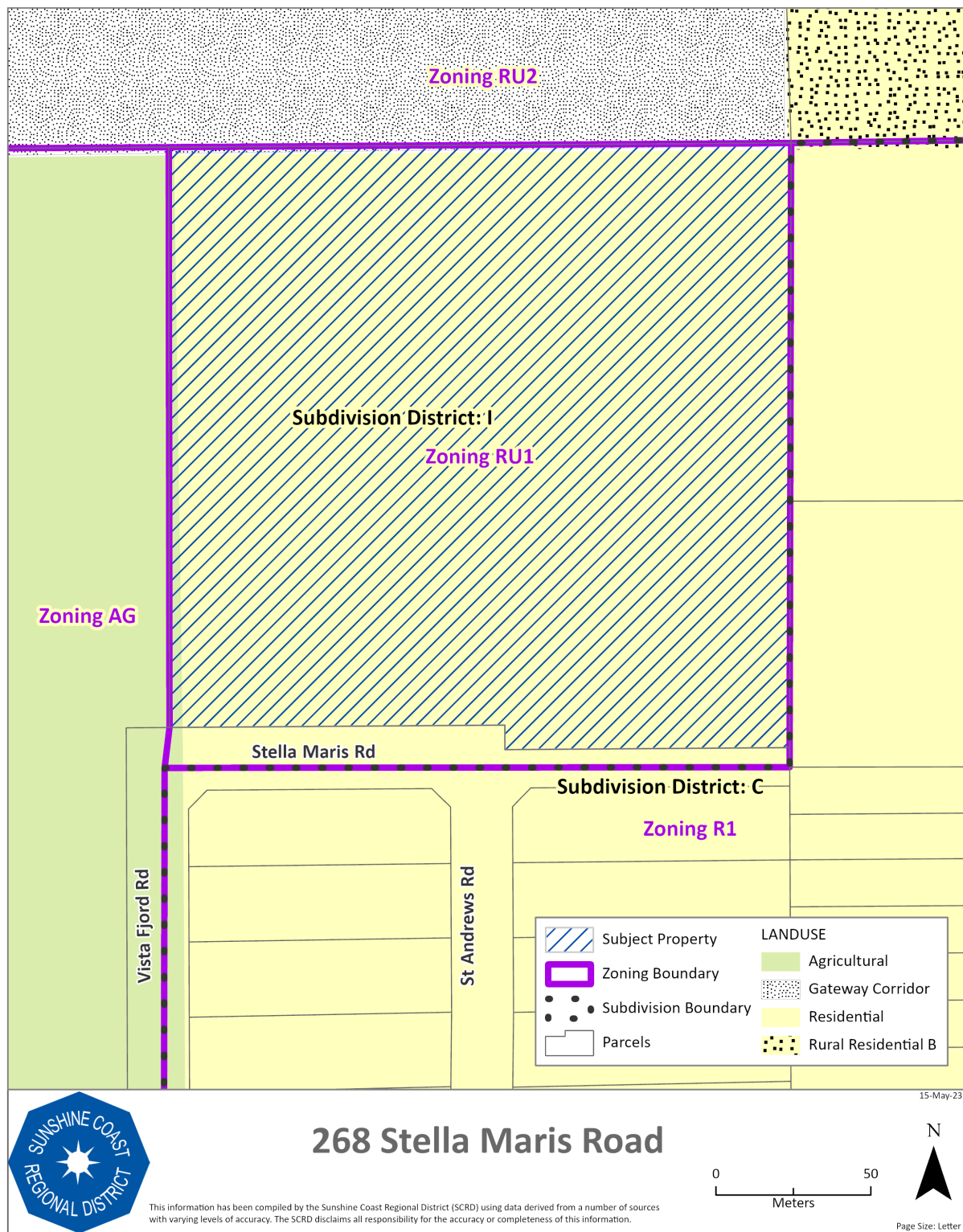


Figure 4 - OCP Land Use, Zoning, and Subdivision District Map

The OCP establishes objectives and policies for Residential land use in Hopkins Landing (Section 3.3). Land Use Policy 3.3.1 notes that minimum parcel size for subdivision is 2,000 square meters (m²) and auxiliary dwellings or duplexes are suggested on parcels over 2,000m².

Affordable Housing

Section 6.2.1 of the OCP notes the following as an objective for providing affordable housing:

Opportunities for affordable housing, rental housing, and special needs housing shall be made available in most parts of the plan area through zoning provisions permitting auxiliary dwellings and duplexes, subject to parcel size and other on-site and location requirements.

Furthermore, Section 7 of the OCP describes *Densification Strategies to Support Affordable Housing*. Policy 7.3.4 states:

Developments exceeding established density limits of the OCP and/or the zoning bylaw and creating a total of more than 3 lots, may be considered through an amendment to the OCP and/or the zoning bylaw for areas designated Residential outside of village hubs or similar settlement cluster areas, subject to all of the following criteria:

i. Water supply, solid waste collection, storm water management, sewage treatment facility, regional fire protection, traffic circulation and convenient access to major roads and community amenities can all be appropriately provided, and the development design is compatible with the surrounding rural environment; and

ii. A contribution to affordable or special needs housing must be made in the form of housing unit, land, money or other types of provision and registered with a housing agreement in accordance with the Local Government Act and approved by the Regional District Board.

The applicant and staff have agreed on a preliminary affordable housing contribution as a condition of the Zoning Bylaw Amendment. The proposal is for the applicant to pay \$6,500.00 per proposed new lot. Based on the preliminary subdivision plan provided by the applicant, the contribution would total \$91,000 for the 14 new lots, less the remainder.

Development Permit Areas

Section 12 of the OCP established Development Permit Areas. Development Permits are required when proposing to develop or subdivide a parcel within DPAs. The subject parcel contains four DPAs, specifically DPA 2B (Ravines), 4 (Stream Riparian Assessment Area), 5 (Aquifer Protection and Stormwater Management), and 7 (Agricultural Buffer).

The applicant has provided staff preliminary environmental and geotechnical hazard conditions of the parcel to inform the Zoning Bylaw Amendment process.

Planning Analysis - Zoning Bylaw No. 722

The subject parcel is currently zoned RU1 (Rural Residential One) which allows for residential and rural uses, such as a variety of agriculture uses, vehicle repair and maintenance, manufacturing and storage, and animal shelter (kennel) use.

The proposed zone, R2 (Residential Two), permits low density residential uses with a maximum of two dwelling units per parcel between 2,000m² and 3,500m².

The current subdivision district designation is "I" which requires a minimum parcel size of 4 ha. The subject parcel is 3.84 ha, and therefore, is not permitted to be subdivided under the I subdivision district. The proposal to amend the subdivision district to "C" would enable subdivision to a minimum of 0.2 ha (2,000m²) per parcel. Subdivision district "C" conforms with the OCP "Residential" land use designation and is consistent with the subdivision district of the surrounding parcels with the same OCP land use designation.

Agency Referrals

The application has been referred to Skwxwú7mesh Nation, Ministry of Transportation and Infrastructure (MOTI), Vancouver Coastal Health (VCH), Gibsons and District Fire Department, as well as, SCRD building, infrastructure, and parks divisions. No comments have been received at the time of writing this ACP referral.

Public Information Meeting

A public information meeting (PIM) was conducted by the applicant in coordination with SCRD staff on April 5, 2023 at the Eric Cardinal Hall. A summary of the PIM, drafted by the applicant, can be found in Appendix A.

Timeline for Next Steps

Comments received from the PIM, APC, and agency referral process will be incorporated into a staff report to the Electoral Area Services Committee with recommendations for first and second readings of the bylaw.

If the Board gives the bylaw first and second readings, the process proceeds to the next step. This proposal is consistent with the West Howe Sound Official Community Plan, which allows for consideration of the public hearing to be waived (Section 464(2) of the *Local Government Act*). The Board may consider this option as part of considering first and second reading. If this option is not utilized, a public hearing will be arranged following second reading. The subsequent step after both options, involves a staff report being prepared with further analysis to inform the Board's consideration of third reading and adoption of the bylaw.

STRATEGIC PLAN AND RELATED POLICIES

Consideration of this application supports the SCRD's strategy for engagement and collaboration.

CONCLUSION

The applicant's proposal to change the zoning and subdivision district conforms with the West Howe Sound OCP. This report provides an evaluation of the application based on initial public consultation, and the specific site context.

ATTACHMENTS

Appendix A – Public Information Meeting Summary

Public Information Meeting Summary

PIM Date: April 5, 2023
Location: Eric Cardinal Hall
Time: 7PM
Attendees: ~28 people

Zoning Bylaw Amendment Application Summary	
SCRD Application Number	BYL00047
Owner/Applicant	Stella Maris Community Development LTD (Richard and Effie Klein)
Authorized Agent	Jim Green (Ventureland Management LTD)
Legal Description	BLOCK 15 EXCEPT: PART DEDICATED FOR ROAD ON PLAN LMP4631; DISTRICT LOT 1402 PLAN 737
PID	010-536-418
Electoral Area	Area F (West Howe Sound)
Civic Address	268 Stella Maris Road
Parcel Area	3.84 Hectares (ha)
OCP Designation	Residential
Current Zoning	Residential Rural One (RU1)
Existing Subdivision District	I (4 ha minimum)
Proposed Zoning	Residential Two (R2)
Proposed Subdivision District	C (0.2 ha minimum)

Summary of feedback received from the attendees

R1 vs R2 Zoning

- We heard from a number of the attendees that the opportunity to build a duplex with the R2 zoning was raising concerns. These concerns ranged from the potential for increased traffic to "form and character". Although the R1 zone allows for two dwelling, similar to the R2 zone, the duplex in R2 would potentially be larger than the size allowed for an auxiliary dwelling unit (ADU) in R1.
- There were discussions clarifying that R2 would not allow for a duplex and an ADU (as this would be 3 dwelling units and the maximum is 2).

Traffic

- There were discussions about the increase in traffic in the community as a result of a subdivision into 1/2 acre lots as the rezoning proposes.

Site prep

- There were discussions about the idea of tree retention on 1/2 acre lots. This discussion ranged from general concerns about logging and tree removal to more specific discussion as to the

Development Permits assessment areas present on the subject property.

Subdivision Questions

- Water Supply: There were discussions about water supply for the property should it be subdivided.
- Septic: There were discussions about the use of septic fields and the requirement, through the subdivision process, to covenant an area on each lot in favor of Vancouver Coastal Health for use only for septic fields.

Support

- There was also support voiced for the rezoning allowing for 1/2 acre lots.
- There was also support voiced for R2 zoning and the potential for a lower cost of entry into the market.

PIM Summary Prepared by Agent

Jim Green

Ventureland Management LTD