

SUNSHINE COAST REGIONAL DISTRICT

ROBERTS CREEK (AREA D) ADVISORY PLANNING COMMISSION MEETING AMENDED AGENDA

Monday, June 8, 2026 at 6:30 p.m.

IN THE LIBRARY OF THE ROBERTS CREEK ELEMENTARY SCHOOL AT
1088 ROBERTS CREEK ROAD, ROBERTS CREEK, BC

1. CALL TO ORDER

2. AGENDA

2.1 Adoption of the Agenda

3. MINUTES

- | | | |
|-----|--|-------------|
| 3.1 | Roberts Creek (Area D) APC Minutes of April 7, 2026 <i>May 2026 Meeting Cancelled</i> | Pages 1 – 3 |
| 3.2 | Egmont/Pender Harbour (Area A) APC Minutes of April 9 & May 6, 2026 | pp 4 - 13 |
| 3.3 | Halfmoon Bay (Area B) APC Minutes of April 7, 2026 <i>May 2026 Meeting Cancelled</i> | pp 14 – 16 |
| 3.4 | Elphinstone (Area E) APC Minutes of April 9 & May 5, 2026 | pp 17 - 21 |
| 3.5 | West Howe Sound (Area F) APC Minutes of April 9 & May 5, 2026 | pp 22 - 26 |

4. BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

5. PRESENTATIONS AND DELEGATIONS

6. REPORTS

- | | | |
|-----|---|-------------------------|
| 6.1 | OCP Drafting Mandates | <i>Report to follow</i> |
| 6.2 | Preliminary Report on Zoning Bylaw Amendment Options to Address Bill 44 Compliance | pp 27 - 50 |
| 6.3 | OCP Engagement Phase 2 – What We Heard Report and Community Submissions | pp 51 - 52 |
| 6.4 | Fire Flow Action Plan – Review of Fire Flow Standards and Development Approval Tools | pp 53 - 74 |

7. NEW BUSINESS

8. DIRECTORS REPORT

9. NEXT MEETING

10. ADJOURNMENT

SUNSHINE COAST REGIONAL DISTRICT

**AREA D – ROBERTS CREEK
ADVISORY PLANNING COMMISSION**

Tuesday, April 7, 6:30 pm

RECOMMENDATIONS FROM THE AREA D ADVISORY PLANNING COMMISSION MEETING HELD IN THE LIBRARY OF ROBERTS CREEK COMMUNITY SCHOOL AT 1088 ROBERTS CREEK ROAD, ROBERTS CREEK, BC

PRESENT: Chair Meaghan Hennessy

Members
Chris Glew
William Ferguson
Debbie Mealia
Kim Baranti
Mark Bodie
Gerald Rainville
Robert Hogg

ALSO PRESENT: Electoral Area D Director Kelly Backs
(Non-voting Board Liaison)
GM, Planning and Development Ian Hall
SCRD Recorder Vicki Dobbyn

REGRETS: Mathew Dickson

CALL TO ORDER 6:34 p.m.

AGENDA

The agenda was adopted as presented.

MINUTES

The following minutes were accepted as circulated:

- Roberts Creek (Area D) APC Minutes of January 27, 2025

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of January 26, 2026
- Halfmoon Bay (Area B) APC Minutes of January 26 & February 23, 2026
- Elphinstone (Area E) APC Minutes of January 27, 2026
- West Howe Sound (Area F) APC Minutes of January 27, 2026

REPORTS**BCTS Operating Plan Referral 2026-2030****Key points of discussion:**

- Area D APC members were encouraged by the recommendations of SCRD staff in the report.
- It was noted that many of the recommendations are the same every year, and that the SCRD has had a consistent position over the past 4-5 years.
- BCTS doesn't set the quota or the operations areas; this is done by the province. The BCTS mandate comes from Ministry of Forests.
- Often there is a recommendation to send the same recommendations to the province.
- After this meeting the recommendations go to the Electoral Area Services Committee meeting next week, then go to the Board on April 23, then are submitted to BCTS before the May deadline for comments.
- BCTS controls 20% of the forest and the remaining 80% is private lands, tree farm licences, or community forest. Community forest and non BCTS auctions exist in the northern part of the peninsula. Most of the harvestable forest is in control of BCTS. This is where consultation occurs around watershed considerations.
- In the Operating Plan terms are open to interpretation.
- The recommendations support a de facto buffer zone.
- The SCRD Infrastructure Department did a study on aquifers that led to decisions on public wells.

Recommendation No. 1 *BCTS Operating Plan Referral 2026-2030*

The Area D APC concurs and supports the proposed recommendations from staff.

Recommendation No. 2 *BCTS Operating Plan Referral 2026-2030*

The Area D APC recommends that language referring to monitoring be explicit and include the parameters of the monitoring, who is responsible for performing the monitoring, and the frequency of the monitoring, and further that the results of monitoring be publicly available.

Recommendation No. 3 *BCTS Operating Plan Referral 2026-2030*

The Area D APC recommends that BCTS perform pre-logging evaluations of the quality and quantity of both public and private available water sources and evaluate post-works water availability quality and quantity, in order to understand and prevent impacts from logging operations to the water sources.

Recommendation No. 4 *BCTS Operating Plan Referral 2026-2030*

The Area D APC recommends that BCTS accept and indemnify financial risks to property owners for reduction in water resources availability and water quality.

Recommendation No. 5 *BCTS Operating Plan Referral 2026-2030*

The Area D APC recommends that BCTS hold logging operations and logging stakeholders financially liable for any future negative impacts caused by their logging.

Recommendation No. 6 *BCTS Operating Plan Referral 2026-2030*

The Area D APC recommends that BCTS conduct an economic impact study and consult with all trail users about proposed logging areas and how it might impact trails and what remediation would be required.

DIRECTOR'S REPORT The Director's Report was received.

NEXT MEETING May 5, 2026

ADJOURNMENT 7:49 p.m.

SUNSHINE COAST REGIONAL DISTRICT

**AREA A – EGMONT/PENDER HARBOUR
ADVISORY PLANNING COMMISSION**

Thursday April 9, 2026, 6:30 pm

RECOMMENDATIONS FROM THE AREA A ADVISORY PLANNING COMMISSION MEETING HELD IN THE MULTIPURPOSE ROOM OF THE PENDER HARBOUR SECONDARY SCHOOL, 13639 SUNSHINE COAST HIGHWAY, MADEIRA PARK, B.C.

PRESENT: Chair Gordon Littlejohn (virtual)
Members Jay O’Keeffe
Peter Jones
Catherine McEachern
Sean McAllistair
Bob Fielding
Tom Silvey
Jane McQuat Farrer

ALSO PRESENT: Electoral Area A Director Leonard Lee
(Non-voting Board Liaison)
Manager, Planning & Development Jonathan Jackson
Applicant, DVP0010 Peter Schober
SCRD Recorder Autumn O’Brien

REGRETS: Members Dennis Burnham
Michelle Cunningham

CALL TO ORDER 6:32 p.m.

AGENDA The agenda was adopted as presented.

MINUTES

The following minutes were accepted as circulated:

- Egmont/Pender Harbour (Area A) APC Minutes of January 26, 2026

The following minutes were received for information:

- Halfmoon Bay (Area B) APC Minutes of January 26, 2026
- Roberts Creek (Area D) APC Minutes of January 27, 2026 & February 23, 2026
- Elphinstone (Area E) APC Minutes of January 27, 2026
- West Howe Sound (Area F) APC Minutes of January 27, 2026

Discussion:

Suggestion for Advisory Planning Commission meeting minutes to clearly state if discussion comments are made by APC members or by staff. This will help to avoid confusion about who is making the comment.

Manager Jackson will share this feedback with the APC minute takers to ensure consistency.

PRESENTATIONS AND DELEGATIONS

The Chair invited the applicant for DVP00101 to provide comments regarding the application.

Peter Schober, applicant DVP00101 provided comments regarding the changes made in the development variance application since the last time it was brought before the APC. The applicant has modified the proposed development and the existing cabin and deck will be removed.

REPORTS

Development Variance Permit DVP00101 (13-15200 Hallowell Road)

Key points of discussion:

- The Chair asked for clarification around the variance requested.
- It was clarified that the variance requested is from 20m to 15m (Sakinaw Lake) as shown on the DVP site plan drawings included in the agenda package.
- The members discussed the differences between what is being proposed in this application versus the last time it came before the APC.
- The applicant explained the location of the road and hydro lines in relation to where the new cabin is proposed to be built.
- Member comment regarding the OCP policy for setbacks to Sakinaw Lake for additions, which specifies a maximum additional floor area of 28 square meters. Concern was expressed that (1) the subject application was not dealing with an addition, but to a variance required for entirely new construction (so OCP Policy 3.2.4(m) would not apply) and (2) the staff report refers to an unprecedented approach allowing additional square footage based upon the amount of building floor area removed from the specified SPEA zone.
- Manager Jackson clarified that the footprint of the new building will be constructed outside of the 15m SPEA to Sakinaw Lake.
- Member expressed concern that this may create a precedent for interpretation of OCP Policy 3.2.4(m).
- Manager Jackson noted that the OCP policy may need to be clearer around the criteria to be considered a new build in relation to the SPEA. This will be noted by staff for consideration as part of the OCP renewal project.
- Member question regarding the steepness of the slope.
- The applicant stated that it will be a two-storey building and the septic field will be up the road.

- Member question regarding the power service to the property.
- The applicant stated that there is a road right-of-way beside the property and the power pole and line that services the existing cabin are located there.
- Member asked if the applicant plans to build a deck.
- The applicant stated that a deck is not needed as there is a flat area near the top of the retaining wall.
- Member asked how the 15m SPEA was determined.
- The applicant clarified that the QEP report submitted to the Planning department determined the 15m SPEA.
- Manager Jackson noted that QEP reports analyze the property and in relation to its location on Sakinaw Lake or Ruby Lake, the SPEA can be 15m or 20m.
- The Chair asked if this property is located within a Development Permit Area and if the 30m assessment area is applicable in this case.
- Manager Jackson stated that the property is within DPA 4 – Riparian Assessment Area and that the RAPR regulations apply.
- The applicant stated that the RAPR report has been submitted to the Planning department.
- Manager Jackson noted that RAPR reports are reviewed prior to issuance of the Development Variance Permit and are valid for 5 years.
- The applicant confirmed that the shed that is encroaching in the setback will be removed.
- Member asked for clarification regarding the septic system remaining within the SPEA. *The staff report needs to be corrected to note that it is only the septic tanks within the SPEA and not the septic field, which is located up the road.
- The Chair asked for clarification on why there is no easement and road on the subdivision plan.
- The applicant stated that there is no easement on the road and that the road was built before the subdivision. There are agreements between each property owner that has access to the road.
- Manager Jackson stated that in some historical cases a road was built before a subdivision.

The Area A APC considered the staff report and made the following recommendation:

Recommendation No. 1 *Development Variance Permit DVP00101 (13-15200 Hallowell Road)*

The Area A APC recommended that Development Variance Permit DVP00101 (13-15200 Hallowell Road) be approved as per the staff recommendation.

BC Timber Sales (BCTS) 2026 – 2030 Operating Plan Review

Key points of discussion:

- It was noted that most of the blocks are located in Area A again for this Operating Plan.
- There is concern with not being informed about what years the blocks will be harvested.

- Concern with not being provided with more information about the slopes and impacts on viewscapes.
- An aerial photograph would be helpful to determine where the creeks are located within the blocks.
- Members find it hard to comment on the Operating Plan without more detailed information.
- Concerns for the blocks in Jervis Inlet are as follows:
 - Deserted Bay and Patrick Point area have already been logged on and off for a few years. This is First Nations territory so their approval is needed.
 - There is already a mine in the area so this would be an additional industrial activity that would have an impact on eco-tourism.
 - A local eco-tourism company has expressed concern regarding the block near Harmony Islands (GRAN003).
 - Concern about the proximity to cabins near GRAN009 near Dark Cove. There were higher up areas near this block recently logged.
 - Almost all of the cut blocks are adjacent to areas that were recently logged within a few years. It doesn't allow for much time for trees to regenerate. There are no fuel abatement considerations.
 - Concern that there may be spawning creeks near the proposed blocks in the MTPR001, 002 and 003 area. Potato Creek, North of Deserted Bay is a main tributary to many smaller creeks in that area.
 - Blocks BRTE002, 003, 004 and 005 are seemingly located right up to the edge of Crabapple Creek on west side of the inlet.
 - The blocks near Malibu and Patrick Point will have an impact on tourism and the boating industry who use these waters on the journey to Desolation Sound and Princess Louisa Inlet.
 - There is no information provided on how the remotely located blocks are going to be accessed and logged? Will they be using existing roads, creating new roads or heli-logging?
 - Blocks might be located to existing recently logged areas to utilize the roads or infrastructure already in place.
 - A member is hearing direct concerns from eco-tourism contractors in the areas of Hotham Sound and Jervis Inlet. The impact of logging on the views, landscape and site lines should be considered by BCTS when they create their block boundaries.
 - Concern around the wood waste debris that accumulates in the water due to heli-logging and forestry activities near the waterfront.
 - BCTS is working with First Nations on these cutblocks therefore their concerns will be considered.
 - Suggestion that the wood from these cut blocks be harvested and milled on the Sunshine Coast. This might be a more favourable option for BCTS operations and help the local economy at the same time.
- Members agreed that ground water and surface water impacts need to be considered by BCTS and emphasized the importance of doing studies to show the impacts on water levels near logging sites.
- There are no SCRD comments about preserving the intact forest for tourism.

- Members who live near SECH005 and SECH008 commented that these areas have been heavily logged, as long as 10 years ago and as recently as 2 years ago. There has been an impact on the ground water supply in this area for farming.
- There is no mention on the impact of logging on food foraging and mushroom harvesting.
- APC members noted in a previous meeting that they wanted to receive more information on the history of adjacent blocks that have been logged and if there are fuel management plans to deal with the burn piles that have been left in the blocks after logging is finished.
- Concern over the wildfire risk that these burn piles create in a remote/rural area.
- Concern that the storage of water is not planned for in BCTS operations. There should be pressure for BCTS to look at ground water more seriously. Members support staff's recommendations on the topic of water.
- Members would like to include "spawning streams" to staff recommendation 1. (i) about wetlands and ponds.
- The economic development impact on tourism should be considered.
- Consideration should be given for economic prosperity of the Sunshine Coast.
- Concerns about the blocks that are near Sakinaw Lake (SECH004 and SECH008) and the proximity to homes.
- A member noted that the homes in this area are under consideration for being including in the Pender Harbour Fire Protection District. There could be benefits if a road was constructed so that emergency vehicles could access this area for fire protection purposes.
- BCTS should contact the fire department regarding these blocks as the homes in the area are water access only.

The Area A APC considered the staff report and made the following recommendation:

Recommendation No. 2 *BC Timber Sales (BCTS) 2026 – 2030 Operating Plan Review*

The Area A APC concurs and adds support for the proposed recommendations from staff and identified additional concerns as noted in discussion portion of the minutes noted above.

NEW BUSINESS

The Chair asked for an update on the status of the OCP renewal project.

Manager Jackson provided an update regarding the completion of Phase 2 Engagement. There will be reports to future EAS committees regarding the results of engagement. Phase 3 will start post-election and will include draft policies for APCs to review and comment.

APC members discussed their thoughts and personal experience with the public and APC specific engagement events. Some members feel they have not been informed enough about the project and would like more opportunities to be included. It was suggested that staff find more ways to engage APC members formally and informally, especially in the Egmont area.

Staff will take these comments back to the OCP renewal project team for awareness.

DIRECTOR'S REPORT The Director's report was received.

NEXT MEETING May 4, 2026

ADJOURNMENT 8:09 p.m.

SUNSHINE COAST REGIONAL DISTRICT

**AREA A – EGMONT/PENDER HARBOUR
ADVISORY PLANNING COMMISSION**

Wednesday May 6, 2026, 6:00 pm

RECOMMENDATIONS FROM THE AREA A ADVISORY PLANNING COMMISSION MEETING HELD IN THE MULTIPURPOSE ROOM OF THE PENDER HARBOUR SECONDARY SCHOOL, 13639 SUNSHINE COAST HIGHWAY, MADEIRA PARK, B.C.

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| PRESENT: | Chair Members | Gordon Littlejohn (virtual) Jay O’Keeffe Bob Fielding Peter Jones Dennis Burnham Michelle Cunnigham (virtual) Jane McOuat Farrer |
| ALSO PRESENT: | Electoral Area A Director Electoral Area A Alternate Director SCRD Recorder | Leonard Lee (Non-voting Board Liaison) Christine Alexander (Non-voting Board Liaison) Autumn O’Brien |
| REGRETS: | Members | Catherine McEachern Sean McAllistair Tom Silvey |

CALL TO ORDER 6:00 p.m.

AGENDA The agenda was adopted as presented.

MINUTES

The following minutes were accepted as circulated:

- Egmont/Pender Harbour (Area A) APC Minutes of April 9, 2026

The following minutes were received for information:

- Halfmoon Bay (Area B) APC Minutes of April 7, 2026
- Roberts Creek (Area D) APC Minutes of April 7, 2026
- Elphinstone (Area E) APC Minutes of April 9, 2026
- West Howe Sound (Area F) APC Minutes of April 9, 2026

REPORTS

Fire Flow Action Plan – Review of Fire Flow Standards and Development Approval Tools

Key points of discussion:

- The Chair noted this report is a referral for information and discussion.
- Was this the result of a recommendation from home insurance companies? It came from the *Fire Underwriters' Survey (FUS)*.
- Member noted that it may be a legislative requirement to comply with the *Master Municipal Construction Documents Association (MMCD) Guidelines*.
- Member expressed two areas of concern:
 - It assumes that every fire is a house/structure fire. There doesn't seem to be much consideration for a forest fire. What areas will be considered for this level of protection?
 - Doesn't consider long term planning for 100 years from now. This is a long time to defer this issue for a community that is growing.
- Member noted that the majority of Area A falls within the Coastal Fire District and they take on the responsibility for fighting wildfires. This doesn't answer the question as to how the fires will be fought near homes.
- Member asked if subdivision development will be stopped until the developer is able to prove fire flow requirement is covered? If so, does not agree with stop in development.
- Member concern for the pressure that this puts on the local fire departments. Even with mutual aid agreement with the BC Wildfire Service, the water flow issue will impact fighting forest fires.
- Group discussion regarding "residential structures with a road travel distance from a fire hall of over 8 kms as being unprotected" and the concern that a lot of homes within Area A are well over the 8km distance. How will these homes be protected?
- Member noted that the report states "upgrades could exceed \$100 million". Suggestion to alleviate the 8km distance for some Garden Bay homes would be to put a connection road between Clayton Road and Oyster Bay Road. This is private property and would require permissions and it may not be wanted by the homeowners.
- Member suggested that the North and South Pender water systems need to be connected for improved water service and fire protection.
- Member asked if the local fire departments have been included in this discussion and process?
- Member noted that this report has useful information for when the APC gets referrals for OCP amendment and development applications.
- Member noted that there is a Fire Plan for every area within the Fire Protection District. The local water sources are documented and available to view onboard the firetrucks.
- Member noted that in Kleindale, the 5 acre lots do not require water sources when being developed. Oyster Bay was used for a water source. Who will pay for this going forward, landowners or taxpayers?
- Member expressed concern regarding the \$250,000 cost for the development of a Fire Flow Action Plan (FFAP) report.

The APC discussed the staff report *OPTION 1 – Prepare an implementation plan for a policy framework to support development in areas with fire flow deficiencies.*

The APC discussed responsibility to pay for the upgrades to the infrastructure for fire flow deficiencies and water servicing for newly developed properties.

- Should the landowner pay or should the developer pay?
- Should the SCRD pay for the infrastructure upgrades?
- If the property is outside the 8km distance, then who pays?
- Should the developer pay if the pipe is too small and needs to be upgraded in order to meet the needs of the subdivision?
- The SCRD should be responsible for the infrastructure upgrades for areas that are outside of the development area. SCRD should look for grants to upgrade the infrastructure to meet the needs of the future development.
- Why would the developer be required to upgrade the pipe if they are not the supplier of the water?
- Developer needs to meet the requirements. SCRD as government needs to provide what is required to deliver the water supply.
- \$100m that was given to shíshálh Nation for reservoirs could be used for upgrading the infrastructure.
- Option 1 keeps the door open for developers to consider developing lands.
- Development proposals could have unattended consequences for water and fire flow.
- Adding another fire department hall could create a burden on the water system.
- What if the developer chooses to develop a parcel of land that is very far away from the infrastructure amenities and then the Regional District is responsible for costly upgrades? ex: Kleindale 5-acre parcels to access wells.
- Build Communities Strong federal grant program could be looked at for this project.
- Development should not be held up while this issue is being worked out.
- Member concern that there could be developers and developments that take advantage of SCRD funding the cost of the infrastructure upgrades.
- Member suggests there be a focus on what is needed to support the development that we have currently have. Not all development is progress.
- Member suggests that future development be focused on the areas that already have access to water or pumps from the lake, centralized cisterns.
- Member noted that the more systems there are, the more chance there is for failure. The pumps don't last for a long time and lake water is not a stable source for fire protection.
- Members would like to see maps that show the fire protection area and the location of the residences that are included in the 8km distance and the ones that are not covered by the 60 L/s fire flow level.
- Discussion around fire protection in Area A and lake access properties.

Recommendation No. 1 *Fire Flow Action Plan – Review of Fire Flow Standards and Development Approval Tools*

The Electoral Area A APC recommended that an SCRD staff member attend the next APC meeting in-person to provide more information on the Fire Flow Action Plan project.

NEXT MEETING Wednesday June 10, 2026

ADJOURNMENT 6:41 p.m.

**SUNSHINE COAST REGIONAL DISTRICT
AREA B – HALFMOON BAY
ADVISORY PLANNING COMMISSION**

Tuesday, April 7, 2026, 6:30 pm

RECOMMENDATIONS FROM THE AREA B ADVISORY PLANNING COMMISSION MEETING HELD IN THE COMMUNITY ROOM OF THE SEHELTA AQUATIC CENTRE AT 5500 SHORNCLIFFE AVENUE, SEHELTA, B.C.

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| PRESENT: | Chair Members | Kim Dougherty Joshua Van Klinken Ann Clancy Barbara Bolding Suzette Stevenson Duncan Smith Andy Jones-Cox |
| ALSO PRESENT: | Electoral Area B Director General Manager, Planning & Dev. SCRD Recorder | Justine Gabias (virtual) (Non-voting Board Liaison) Ian Hall (part, virtual) Genevieve Dixon |
| REGRETS: | Member | Nicole Huska |

CALL TO ORDER 6:38 p.m.

AGENDA

The agenda was adopted as presented with additions under business arising.

MINUTES

The following minutes were accepted as circulated:

- Halfmoon Bay (Area B) APC Minutes of February 23, 2026

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

- The Area B APC would like to see the draft District of Sechelt OCP in comparison to the draft SCR D OCP if available before phase three of public engagement in 2027 to match the borders of Sechelt and the SCR D.

REPORTS

BCTS Operating Plan Referral 2026 – 2030

Key points of discussion:

- Noted the May 8th deadline for comments back to BCTS.

- Discussions included watershed logging and the summarized effects, aquifer recharging, drinking water impacts, carbon sinks, and riparian areas.
- Noted the impacts of water licenses for different creeks.
- Noted Block 003 (Smugglers Cove potential expansion) has been removed from the list.
- Does the SCR D have the opportunity for feedback on Sunshine Coast community forest plans?
- GM Hall noted the SCR D has only received a formal referral once for model changes. Their operating plan is shared publicly online.
- Elphinstone Logging Focus (ELF) has concerns about SCCF (Sunshine Coast Community Forest) cut blocks near Big Tree and Lone Owl.
- The District of Sechelt owns Sunshine Coast Community Forest. Do they review allowable cut blocks as well?
- GM Hall noted the Sunshine Coast Community Forests website has process information available at <https://www.sccf.ca/forest-operations>.
- BCTS responsibility is to follow the law and is held accountable.
- BCTS revenue is for the Province.
- Proposed cut blocks should not be in contradiction within the Halfmoon Bay OCP.

Recommendation No. 1 *BCTS Operating Plan Referral 2026 – 2030*

The Area B APC recommends strengthening of the wording of recommendations in the staff BCTS report, including:

1. (i) on page five: Reword to provide more specifics on the expected buffer to be implemented for all wetlands.
2. (i) on page ten: Reword the following sentence to clarify the intent "Small hidden forested wetlands are important carbon sinks, until exposed to elements and dry out." i.e. that small wetlands near or within proposed blocks which may be hidden could be daylighted during clearing which may cause these important carbon sinks to dry out.
3. (i) on page ten under Financial Implications: Reword the following sentence "the companies that wish to conduct timber harvesting close to watercourses should provide assurance that the existing downstream users will not be negatively impacted." Suggest adding that the companies that wish to conduct timber harvesting close to watercourses should complete the required background studies to accurately project the long-term impact of deforestation on the hydrology of a stream in order to provide assurance that the existing downstream users will not be negatively impacted.

NEW BUSINESS

1. Discussion regarding OCP Project Timeline especially related to next engagement in one year.
 - Public engagement might have been more robust.
 - APCs have reacted to reports.
 - Encouraged by the APC workshop engagement from staff.

- APCs might be better utilized by staff earlier in the process for testing ideas in development.
- Area B APC would appreciate the opportunity for input before the July 26, 2026 draft report goes to the Board for review.

Recommendation No. 2 *Official Community Plan Renewal Project Update*

The Area B APC recommends staff engage more frequently with the Advisory Planning Commissions on the Official Community Plan Renewal Project. The Area B APC would like to see board reports sent for information in 2026 and before phase three public engagement begins.

2. APC monthly meetings/check in via zoom
 - APC members agreed to hold the May 2026 Area B APC meeting virtually.

DIRECTOR'S REPORT The Director's Report was received.

NEXT MEETING May 5, 2026

ADJOURNMENT 7:47 p.m.

SUNSHINE COAST REGIONAL DISTRICT

**AREA E – ELPHINSTONE
ADVISORY PLANNING COMMISSION**

Thursday, April 9, 2026, 6:30 pm

RECOMMENDATIONS FROM THE AREA E ADVISORY PLANNING COMMISSION MEETING HELD IN ROOM 109 OF THE GIBSONS AND AREA COMMUNITY CENTRE AT 700 PARK RD., GIBSONS, B.C.

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| PRESENT: | Chair | Arne Hermann |
| | Members | Michael Sanderson (virtual) Laura Macdonald Devin Arndt Clinton McDougal (virtual) Conner Wear Ashley St. Clair Nara Brenchley |
| ALSO PRESENT: | Electoral Area E Director | Donna McMahon (Non-voting Board Liaison) |
| | Electoral Area E Alternate Director | Fiona Beaty (virtual) (Non-voting Board Liaison) |
| | GM, Planning and Development | Ian Hall |
| | SCRD Recorder | Vicki Dobbyn |
| | Public | 2 |
| REGRETS: | | Catherine Gray |

CALL TO ORDER 6:30 p.m.

AGENDA

The agenda was adopted as presented

MINUTES

The following minutes were accepted as circulated:

- Elphinstone (Area E) APC Minutes of January 27, 2026

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) Minutes of January 26, 2026
- Halfmoon Bay (Area B) Minutes of January 26 & February 23, 2026
- Roberts Creek (Area D) APC Minutes of January 27, 2026
- West Howe Sound (Area F) APC Minutes of January 27, 2026

REPORTS

BC Timber Sales (BCTS) Operating Plan Referral 2026 – 2030

Key Points of Discussion:

- GM Hall explained that through a communications protocol with BCTS, the SCRD receive the five-year operating plan on an annual basis. SCRD analyzes the plan in relation to impact on infrastructure and relation to OCPs.
- APC recommendations will go to the Electoral Area Services Committee next week and to the Board on April 23.
- Members questioned if it is an exercise in futility trying to get values other than timber recognized by the Ministry of Forests.
- There have been some efforts by BCTS to improve the process and be more transparent than last year by providing more information available to the public. There have been examples where BCTS has taken on additional studies at an individual block level. On a more macro level, the province has taken on a number of studies, such as old growth reduction and recruitment.
- BCTS has undertaken hydrology studies to address our complex hydrology in relation to logging in watersheds.
- SCRD is sharing reports and any relevant studies with BCTS.
- Getting input on the record is important.
- It was noted that there is no visual impact assessment.
- It was noted that there is no invasive species management plan that would have pre-emptive consideration, or report on the impact of logging on invasive species spread.
- There is little accountability for ground water, more for surface water.
- It was questioned if the SCRD can undertake what other Regional Districts have done in conducting regional recreational resource surveys, not just for parks, but also for the impact on recreational activities like hiking and biking,
- There is value in understanding the cumulative impact.
- Elphinstone Community Association has received information from an FOI request related to an internal cumulative impact study. This will be distributed to APC members by the Chair
- Gaps in legislation have been identified by the SCRD.
- Is there a mechanism to take legal action for the impact of logging, particularly flooding? There have been private claims that have been successful.
- The staff recommendations in the report were excellent, detailed, and covered concerns of APC members.

Recommendation No. 1 *BC Timber Sales (BCTS) 2026-2030 Operating Plan Review*

The Area E APC supports the recommendations as stated in the report.

Recommendation No. 2 *BC Timber Sales (BCTS) 2026-2030 Operating Plan Review*

The Area E APC recommends that the SCR D Board, in its formal response to the BCTS 2026-2030 Operating Plan, remind BCTS of its statutory obligations under the *Forest and Range Practices Act* and its broader duty of care to the environment, culture, and community, specifically:

1. Environmental Stewardship: The requirement to manage and mitigate cumulative impacts on hydrology and sensitive ecosystems, including wetlands, ponds, and old-growth recruitment forests, which are essential to the region's climate resilience.
2. Cultural Integrity: The duty to ensure that harvesting and road-building activities respect the interests and ancestral lands of the shíshálh and Skwxwú7mesh Nations.
3. Community Interest & Assets: The obligation to protect community drinking water sources (both surface and groundwater) and recreational assets, ensuring that industrial operations do not externalize long-term financial or infrastructure risks to local residents.

DIRECTOR'S REPORT The Director's report was received.

NEXT MEETING May 6, 2026

ADJOURNMENT 7:34 p.m.

SUNSHINE COAST REGIONAL DISTRICT

**AREA E – ELPHINSTONE
ADVISORY PLANNING COMMISSION**

Tuesday, May 5, 6:30 pm

RECOMMENDATIONS FROM THE AREA E ADVISORY PLANNING COMMISSION MEETING
HELD IN ROOM 219 OF THE GIBSONS AND AREA COMMUNITY CENTRE AT 700 PARK RD.,
GIBSONS, B.C.

| | | |
|----------------------|---|--|
| PRESENT: | Chair Members | Arne Hermann Michael Sanderson Devin Arndt Nara Brenchley Leslie MacDonald Catherine Grey |
| ALSO PRESENT: | Electoral Area E Director SCRD Recorder Members of the Public | Donna McMahon (Non-voting Board Liaison) Vicki Dobbyn 1 |
| REGRETS: | Members | Ashley St. Clair Connor Wear Clinton McDougall |
| ABSENT: | Member | Laura Macdonald |

CALL TO ORDER 6:35 pm.

AGENDA

The agenda was adopted as presented

MINUTES

The following minutes were accepted as circulated:

- Elphinstone (Area E) APC Minutes of April 9, 2026

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) Minutes of April 9, 2026
- Halfmoon Bay (Area B) Minutes of April 7, 2026
- Roberts Creek (Area D) APC Minutes of April 7, 2026
- West Howe Sound (Area F) APC Minutes of April 9, 2026

REPORTS

Fire Flow Action Plan – Review of Fire Flow Standards and Development Approval Tools

Key Points of Discussion:

- Is there an inspection schedule for maintaining clearing around fire hydrants?
- Is this plan going to be made available to public? The presentation is on YouTube, and information in SCRD minutes on the website. SCRD should consider public outreach on fire flow because most people are not educated about what this means.
- SCRD could expand program to help people with water storage.
- The influence of the insurance industry is notable.
- The water system is extensive and future density should be considered in relation to fire flow.
- Chaster Road area fire flow is adequate but the infrastructure is old and will need upgrading.
- When future development applications come forward fire protection should be considered.
- The SCRD can't approve developments if the fire flow is not adequate.
- Should there be a servicing bylaw to address fire flow regulations? Fire flow could be regulated just like road access.
- Is there anything missing from the priority projects?
- Area E is better served than other areas on the coast with two fire halls.
- Three red dots on the Area E map are actually in the Town of Gibsons.
- Pressure and volume are correlated but not the same.
- A concern is fire protection above the highway because of the interface with forest.
- Specific questions can be directed to fire departments.
- OCP can inform bylaws that require fire protection standards.

Recommendation No. 1 *Fire Flow Action Plan – Review of Fire Flow Standards and Development Approval Tools*

The Area E APC recommends that SCRD staff examine the feasibility of creating a program to augment rural fire-fighting capacity by allowing and encouraging home owners to install full-mains pressure hose bibs on their properties, especially properties not near SCRD hydrants.

DIRECTOR'S REPORT The Director's report was received.

NEXT MEETING First week in June. Date and time to be confirmed.

ADJOURNMENT 7:34 p.m.

SUNSHINE COAST REGIONAL DISTRICT

**AREA F – WEST HOWE SOUND
ADVISORY PLANNING COMMISSION**

Thursday April 9, 2026, 7:45 pm

RECOMMENDATIONS FROM THE AREA F ADVISORY PLANNING COMMISSION MEETING
HELD IN ROOM 109 OF THE GIBSONS AND AREA COMMUNITY CENTRE AT 700 PARK RD.,
GIBSONS, B.C.

| | | |
|----------------------|---|--|
| PRESENT: | Chair | Miyuki Shinkai |
| | Members | Ken Worsnop (virtual) Terry Hind Marlin Hansen Taylor Shepard virtual Jon McMorran (virtual) Byron Roehrl (virtual) |
| ALSO PRESENT: | Electoral Area F Director | Kate Stamford (virtual) (Non-voting Board liaison) |
| | GM, Planning and Development SCRD Recorder | Ian Hall Vicki Dobbyn |
| REGRETS: | | Sue Fitchell Tim Rockford Roan Blake |

CALL TO ORDER 7:00 p.m.

AGENDA

The agenda was adopted as presented.

MINUTES

The following minutes were accepted as circulated:

- West Howe Sound (Area F) APC Minutes of January 27, 2026

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) Minutes of January 26, 2026
- Halfmoon Bay (Area B) Minutes of January 26 & February 23, 2026
- Roberts Creek (Area D) APC Minutes of January 27, 2026
- Elphinstone (Area E) APC Minutes of January 27, 2026

REPORTS

BC Timber Sales (BCTS) 2026-2030 Operating Plan Review

Key points of discussion:

- GM Hall introduced the report.
- Ken Worsnop disclosed a conflict of interest as a sub-contractor in post-logging operations.
- When the SCRD reviews this plan, does it consider local industry and economy? BCTS has a mandate for increased local and First Nations economy.
- When blocks go to auction do local contractors have preference? Who does the processing of our timber? Is it offered first to Port Mellon and local sawmills? This is regulated by provincial tendering processes.
- Director Stamford will research the overall economic impact and how it is retained in the local economy.
- In ELPH013 there are a lot of hiking and mountain biking trails and use by kids from Langdale Elementary School. It is the closest forest to Langdale and its more densely populated locations. Logging should be limited to the northern side of the power lines.
- There should be baseline monitoring before harvesting for surface and ground water levels. SCRD is monitoring Langdale Creek.
- BCTS is not obliged to follow the OCPs.

Recommendation No. 1 *BC Timber Sales (BCTS) 2026-2030 Operating Plan Review*

The Area F APC supports the proposed recommendations contained in the report.

Recommendation No. 2 *BC Timber Sales (BCTS) 2026-2030 Operating Plan Review*

The Area F APC recommends, regarding Block ELPH013:

1. That the southern portion be retained as forest.
2. Those recreational uses, such as hiking and biking by local residents, be considered.
3. That educational uses, particularly by the Langdale Elementary School outdoor program be considered.
4. That fire protection mitigation be considered.
5. That runoff causing road washouts as a result of logging be considered, especially along the bypass which has already had washout issues.
6. That baseline monitoring for ground and surface water occurs before and after logging.

Recommendation No. 3 *BC Timber Sales (BCTS) 2026-2030 Operating Plan Review*

The Area F APC recommends that the Ministry of Transportation and Transit and BCTS coordinate planning to mitigate runoff that impacts local residents.

DIRECTOR'S REPORT The Director's Report was received.

NEXT MEETING May 6, 2026

ADJOURNMENT 8:47 p.m.

SUNSHINE COAST REGIONAL DISTRICT

**AREA F – WEST HOWE SOUND
ADVISORY PLANNING COMMISSION**

Tuesday May 5, 2026, 7:45 pm

RECOMMENDATIONS FROM THE AREA F ADVISORY PLANNING COMMISSION MEETING HELD IN ROOM 219 OF THE GIBSONS AND AREA COMMUNITY CENTRE AT 700 PARK RD., GIBSONS, B.C.

| | | |
|----------------------|---|---|
| PRESENT: | Chair Members | Miyuki Shinkai Terry Hind Ken Worsnop (virtual) Sue Fitchell (virtual) Taylor Shepard (virtual) |
| ALSO PRESENT: | Electoral Area F Director Area F Alternate Director SCRD Recorder | Kate Stamford (virtual) (Non-voting Board liaison) Ian Winn (Non-voting Board liaison) Vicki Dobbyn |
| ABSENT: | Members | Tim Rockford Roan Blake Marlin Hansen Jon McMorran Byron Roehrl |

CALL TO ORDER 7:49 p.m.

AGENDA

The agenda was adopted as presented.

MINUTES

The following minutes were accepted as circulated:

- West Howe Sound (Area F) APC Minutes of April 9, 2026

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) Minutes of April 9, 2026
- Halfmoon Bay (Area B) Minutes of April 7, 2026
- Roberts Creek (Area D) APC Minutes of April 7, 2026
- Elphinstone (Area E) APC Minutes of April 9, 2026

REPORTS

Fire Flow Action Plan – Review of Fire Flow Standards and Development Approval Tools

Key Points of Discussion:

- The purpose of reviewing this report is to give understanding in preparation for OCP renewal.
- The maps show where pressure is adequate and where there are deficits.
- There is concern about the infrastructure required for development.
- Hopkins Landing is an example of a water system whose pipes cannot support modern fire flow standards.
- The Town of Gibsons is part of the overall fireflow needs assessments in terms of the joint Gibsons and Area Fire Service function (Areas E&F) with the SCRD
- There is concern for the area between YMCA Road and Port Mellon where there is not fire protection.
- One of the challenges about expanding into Area F is that there are no pipes or hydrants so new ones would have to meet current standards.
- The SCRD should look at the feasibility of other sources of water such as reservoirs/cisterns for support to areas currently not serviced by fire hydrants. There is going to be a feasibility study that will look at different scenarios in Area F such as tanker trucks and cisterns.
- The SCRD should look at the feasibility of other sources of water such as reservoirs. There is going to be a feasibility study that will look at different scenarios in Area E such as tanker trucks and reservoirs.
- It can be challenging in some areas when more than one hydrant is needed for fire fighting.
- Is the SCRD planning to meet the 2024 standards of the insurance underwriters or will it need to meet new standards?
- This is complex as it involves water supply and wells and is layered with overall water strategy.
- Maps include the Town of Gibsons. Eventually there will be agreements and infrastructure to fully share water along the "rainy side" of Elphinstone watershed to support general water needs including fire flow.
- Larger pieces of property could have dugouts for water for fire protection.

DIRECTOR'S REPORT The Director's Report was received.

NEXT MEETING First week in June, date to be confirmed

ADJOURNMENT 8:47 p.m.



Staff Report Referral for Information

TO: Advisory Planning Commissions: Areas A, B, D, E, F
DATE: June 8, 9 & 10, 2026
AUTHOR: Jonathan Jackson, Manager, Planning and Development
SUBJECT: **Preliminary Report on Zoning Bylaw Amendment Options to Address Bill 44 Compliance**

OVERVIEW

Purpose of Report

The purpose of the attached report is to seek a decision for amending SCRD's Zoning Bylaws No. 337 and 722 with respect to legislative compliance with Bill 44 for Small Scale Multi-Unit Housing (SSMUH).

This report has been referred to APCs for comment and advice, with respect to ensuring that the legislative compliance amendments balance implementing SSMUH in a way that aligns with community vision. The attached report is additionally helpful background information for APCs to consider as part of the OCP Renewal project.

BACKGROUND

SCRD had originally been granted an extension to complying with SSMUH legislation (Bill 44), in alignment with the original OCP Renewal project completion timeline. With the extension of the OCP Renewal project timeline to year end, 2027, the province only agreed to extend SCRD's SSMUH compliance deadline to year end, 2026.

The recommended option (Option 1, detailed in the attached report) is for basic legislative compliance with SSMUH, and the proposed zoning bylaw changes can be summarized as follows:

- 1) Permitting secondary suites in wastewater service areas, subject to determination of adequate servicing capacity prior to issuance of a building permit. This affects approximately 700 properties across 16 wastewater service areas, within both Zoning Bylaws 337 and 722,
- 2) Permitting secondary suites where only a two-unit dwelling (duplex) is permitted on a parcel. This only affects some parcels in Roberts Creek Co-Housing and Lily Lake wastewater service areas (Bylaws 337 and 722). Given this change only applies in two wastewater service areas, determination of adequate servicing capacity will also be required prior to issuance of a building permit, and

- 3) Permitting at minimum a secondary suite in all residential zones in Bylaw 337 that are considered restricted by the legislation.

The proposed amendments are considered an interim measure to ensure SCRD complies with provincial SSMUH legislation by the required deadline. It is recommended that other changes beyond basic legislative compliance be referred to the OCP Renewal project, where they can be more broadly considered under the updated land use planning framework that is informed by extensive public engagement and agency referrals.

ATTACHMENT(S):

A – May 21, 2026 - Preliminary Report on Zoning Bylaw Amendment Options to Address Bill 44 Compliance



Staff Report Request for Decision

TO: Electoral Area Services Committee – May 21, 2026
AUTHOR: Jonathan Jackson, Manager, Planning and Development
SUBJECT: **Preliminary Report on Zoning Bylaw Amendment Options to Address Bill 44 Compliance**

OVERVIEW

Purpose of Report:

This report requests Board decision to accept, reject or provide alternate direction with respect to compliance with provincial Small-Scale Multi-Unit Housing (SSMUH) legislation.

Recommendation(s):

- (1) THAT proposed amendments to Zoning Bylaws 337 and 722 be prepared for consideration in alignment with Option 1 to address Small Scale Multi-Unit Housing compliance;**
 - (2) AND THAT this report be referred to Advisory Planning Commissions for comment related to ensuring legislative requirements are met in a way that aligns with community vision.**
-

BACKGROUND

The SCRD Board adopted the following resolution on April 25, 2024:

112/24 **Recommendation No. 3** *Province Housing Legislation – Implications for SCRD & Small-Scale Multi-Unit Housing Legislation Extension Request*

THAT the report titled Province Housing Legislation – Implications for SCRD & Small-Scale Multi-Unit Housing Legislation Extension Request be received for information;

AND THAT an application requesting an extension to the Small-Scale Multi Unit Housing legislation compliance deadline from June 30, 2024, to June 30, 2026 be submitted to the Ministry of Housing;

AND FURTHER THAT the staff report titled Province Housing Legislation – Implications for SCRD & Small-Scale Multi-Unit Housing Legislation Extension Request be provided to Advisory Planning Commissions as capacity-building information in advance of anticipated work on Official Community Plan renewal.

The SCR D Board adopted the following in-part resolution on February 27, 2025:

061/25 **Recommendation No. 1** *Official Community Plan (OCP) Renewal Project Scope and Timeline Update*

...THAT SCR D request the Province extend the deadline for Small-Scale Multi- Unit Housing zoning compliance until December 31, 2027 in alignment with the OCP Renewal Project timeline...

The SCR D Board adopted the following resolution on April 24, 2025:

114/25 **Recommendation No. 4** *Preliminary Project Considerations for an Early Update to Bylaw 377 to enable ADU's*

THAT a proposal to amend Zoning Bylaw 337 to allow secondary suites in Residential Zones outside of Wastewater Treatment Service Areas be provided to a future Committee.

History

The rollout of Bill 44 to enable legislation for Small Scale Multi-Unit Housing (SSMUH) in 2023 and subsequent clarifications brought forward by Bill 25 in late 2025 requires SCR D to permit either a secondary suite or an auxiliary dwelling unit (ADU) in all residential zones that the legislation considers to be a “restricted zone.” A zone is considered restricted if it limits a residential use to be contained in either a single detached (single family) home or duplex. This effectively means that local governments can no longer zone exclusively for single-family or duplex dwellings.

Currently, 74% of parcels in SCR D rural areas are compliant with SSMUH legislation. Additionally, 43% of parcels in SCR D rural areas authorize both a secondary suite and an ADU, exceeding minimum SSMUH legislation requirements.

SCR D applied for an extension to the initial June 30, 2024, compliance deadline under “Category 2 – increased risk to health, public safety or the environment.” The initial extension was granted to align with the original OCP Renewal project timeline, which was to require SSMUH compliance by June 30, 2026. Following the adoption of a revised scope for the OCP Renewal project in Spring 2025, staff corresponded with the Ministry of Housing and Municipal Affairs (MHMA) to action a request for a SSMUH compliance extension until December 31, 2027, in alignment with the project timeline. Two formal letters requesting a further extension were sent, the first in September 2025 and an updated letter in January 2026, following meetings with MHMA. On March 25, 2026, the MHMA advised the SCR D that the request for an **extension was granted until December 31, 2026**; one year less than the requested date.

As a result of the December 31, 2026 compliance deadline set by the province, SCR D must amend Bylaws 337 and 722 to comply with SSMUH by end of year and can no longer wait until a new Zoning Bylaw is adopted as part of the OCP Renewal project at the end of 2027.

DISCUSSION AND ANALYSIS OF OPTIONS

Legislative Analysis

Through Bill 44, the province is mandating secondary suites and/or accessory dwelling units to be permitted provincewide where 3 units or more are not already required. SCRD is therefore required to ensure either secondary suites and/or accessory dwelling units (ADUs) are permitted in all residential zones restricted to either single-unit dwelling or two-unit (duplex) dwelling uses. This minimum legislated requirement is an “and/or” meaning that permitting one or the other (secondary suite or ADU) in all residential zones considered restricted by the province would satisfactorily implement SSMUH legislation under Bill 44. In compliance with *Local Government Act (LGA)* Section 464(3)(c) a public hearing is prohibited for adoption of the required bylaw changes because the sole purpose relates to residential development. A public information meeting (PIM) can be used to inform residents if desired by SCRD Board.

Zoning allowing multiplexes of three or more units is not required as this is only required for municipalities with a population greater than 5,000 and all areas within an urban containment boundary as established by a regional growth strategy.

SCRD’s noncompliant zoning can be categorized in the following three groups:

- 1) *Wastewater Service Areas*: SCRD zoning bylaws do not permit secondary suites or auxiliary dwelling units in SCRD wastewater service areas, due to the limited capacity of these wastewater systems, beyond the original density they were designed for. This is the primary concern that warranted SCRD’s initial approved extension related to health, public safety and environment. Approximately 700 parcels are zoned for single-detached and/or duplex dwellings and serviced by SCRD’s 15 wastewater treatment facilities. Seven of these facilities are within the jurisdiction of Zoning Bylaw 337 (Area A) and eight are for lands under Zoning Bylaw 722 (Area B, D, E & F). SCRD has completed preliminary studies on existing wastewater service areas and found that there is limited capacity for growth within these systems and many are at capacity. This is because these systems were designed to serve only the original density they were built for. The parcels that are zoned for single detached and/or duplex homes therefore have zoning that is noncompliant with SSMUH. Bylaw amendments addressing the prohibition on secondary suites in wastewater service areas must be considered in both Bylaw 337 and Bylaw 722 to comply with SSMUH legislation.
- 2) *Two-Unit Dwelling (Duplex) Only Zoning*: SSMUH legislation restricts local governments from zoning only for a principal single-unit or two-unit (duplex) dwelling on a parcel. There are two strata development instances, one in each Zoning Bylaw (No. 337 – Lily Lake and No. 722 – Roberts Creek Co-Housing), both of which have site specific CD1 Zoning restricting some parcels of land within the development to being permitted only a two-unit dwelling (duplex). These parcels are within wastewater service areas. Bill 25 has clarified that SSMUH legislation requires these parcels also permit a secondary suite, at minimum.

Two-unit dwelling (duplex) zoning allowances exist elsewhere in both Bylaw 337 and Bylaw 722, but in these cases other housing types, generally in the form of single-unit/family dwellings exist as baseline options (duplexes are a density bonus based on larger lot sizes in these cases). With the proposed zoning changes to permit secondary suites in all single-unit/family dwellings these zones would be compliant by having a base option of permitting a single-unit dwelling with secondary suite.

3) Other SSMUH noncompliant zoning restrictions contained in Bylaw 337 exist, as follows:

- a. Only some residential zones in Bylaw 337 considered restricted by the legislation permit an auxiliary dwelling unit (ADU). An ADU in Bylaw 337 is defined as being either a cottage or suite having a floor area less than the primary dwelling unit and further restricted to a maximum 55 square metres. Currently restricted residential zones in Bylaw 337 facilitate ADU permissions as follows in Table 1:

Table 1

| | |
|--|---|
| Restricted Residential Zones <u>Permitting</u> an ADU | R1, R2, R3, R23A, R3B, R3C, CR1, RU1, RU1B, RU1D, RU2 |
| Restricted Residential Zones <u>Not Permitting</u> an ADU | R1A, R1B, R2A, RU1A, RU1C |

The restricted residential zones above that do not permit an ADU as defined by Bylaw 337 must at minimum permit either a secondary suite or an auxiliary dwelling unit to be compliant with SSMUH legislation.

- b. Bylaw 337 further restricts the permission of an ADU (including secondary suites) by parcel size within zones where it is a permitted use. The legislation requires either a secondary suite or auxiliary dwelling unit to be permitted for all parcels in restricted zones, regardless of size. Therefore, to meet minimum SSMUH compliance, a zoning solution could look similar to Bylaw 722 where a secondary suite is permitted in all zones where a single unit dwelling is permitted.

OCP Renewal Project Interface

SCRD is midway through renewing its seven existing OCPs and two zoning bylaws into a single OCP document structure with one accompanying zoning bylaw. This project will more broadly consider SCR D’s Housing Needs Report and seek to provide opportunities for residential development in locations, amounts, types and densities that meet anticipated needs while applying a multi-solving approach that integrates the project’s Housing and Climate & Environment Pillars. The project further seeks to align the consideration of new housing with efficient delivery of core SCR D infrastructure and services.

Approach to SSMUH Implementation

Given the OCP Renewal project status and scope, it is recommended that zoning bylaw amendments to comply with SSMUH meet only the minimum legislative requirements. This would leave consideration of permitting additional housing forms that align with the spirit of SSMUH and address SCRD's Housing Needs Report to be determined through the OCP Renewal project.

Permitting Secondary Suites in Wastewater Service Areas (Bylaw 337 and 722)

The proposed draft amendments to Zoning Bylaws 337 and 722 are designed to permit secondary suites on parcels within wastewater service areas, provided that satisfactory wastewater servicing capacity is demonstrated to the satisfaction of the General Manager, Infrastructure Services prior to issuance of a building permit (Attachment A [Section 506(F)] and Attachment B [Section 5.24.5]). This approach ensures that public health and infrastructure capacity are prioritized, while providing landowners with the ability to have a secondary suite if/when wastewater capacity exists, or consider privately funding an approved alternative when capacity does not exist and an owner wishes to construct in advance of planned SCRD upgrades.

Permitting Secondary Suites where parcels are restricted to a two-family (duplex) dwelling (Bylaw 337 and 722)

Proposed draft amendments would apply to the CD-1 zones in Bylaws 337 (Lily Lake) and 722 (Roberts Creek Co-Housing) to comply with SSMUH, and while the draft wording is not site specific, the only two cases for which this applies are the above noted sites (Attachment A [Section 506(a)] and Attachment B [Section 5.24.1]). The same restriction relating to ensuring sufficient wastewater capacity exists prior to issuance of a building permit would apply to this scenario.

Permitting Secondary Suites in all other Restricted Residential Zones (Bylaw 337)

The proposed amendment to Bylaw 337 is consistent with the approach already in place in Bylaw 722 and would facilitate logical integration between the bylaws in preparation for moving to a single Zoning Bylaw format through the OCP Renewal project. It is recommended where already permitted in Bylaw 337, that the option of a 55 square metre detached ADU remains an alternative to a secondary suite located within the principal dwelling unit.

The justification for not expanding ADU use at this time is as follows:

- Adding ADUs where not already expressly permitted may have greater impact on built forms, neighbourhood character, and consideration of lot coverage constraints on smaller parcels,
- The SSMUH Provincial Policy Manual recommends: "to mitigate risks related to groundwater contamination, only secondary suites, not accessory dwelling units, should be permitted on properties less than one hectare in size that are not serviced by sewer systems operated by a local government." While some zones in both Bylaws 337 and 722 SCRD use a current threshold for allowing ADUs on parcels exceeding 2000 m²,

- analysis has not been done on the impacts of this historic zoning permission, and
- Due to timeline constraints, requiring SCRD’s compliance by December 31, 2026, fire flow analysis has not been considered in analyzing the potential for implementing zoning changes beyond minimum legislative compliance.

Therefore, consideration of expanding the ADU permissions beyond where already expressly permitted in the bylaw should only be considered in conjunction with appropriate studies and analysis that consider impacts noted above.

Attachment A highlights the required sections requiring amendments to implement secondary suite permissions aligned with those contained in Bylaw 722. These sections include Section 201 (definitions), Section 502 (uses permitted in all zones), Section 506 (auxiliary dwelling units/ secondary suites), Section 517 (off-street parking).

OPTION 1 – Proceed with minimum SSMUH compliance by permitting Secondary Suites in all zones that are considered “restricted” by the legislation (staff recommendation)

This option, as detailed in Attachments A and B, would amend SCRD Zoning Bylaws 337 and 722 to implement the minimum compliance with SSMUH by the new deadline of December 31, 2026, by providing for secondary suites where required by legislation. This includes parcels in wastewater service areas. The OCP Renewal Project targets replacing both bylaws by year-end, 2027 where SCRD’s known housing needs and further enabling the spirit of SSMUH guidelines can be comprehensively considered and planned for. The OCP Renewal project is better oriented to using a multi-solving approach to considering further expansion of housing options in alignment with broader studies related to housing need, environment, servicing, and community and regional visions. The minimum compliance approach is recommended to ensure additional zoning changes beyond baseline legislative requirements are considered through the lens of the new OCP.

Organizational Considerations

This legislative deadline was not contemplated as part of the Corporate Workplan for 2026. Diversion of existing staff resources is required and can be accommodated.

Staff Recommendation

Staff recommend this option. Should the Committee choose to go with Option 1, a recommendation could be considered, as provided in the Overview section on page one of this report.

OPTION 2 – Changes could be recommended that go beyond minimum legislative compliance

Proposing zoning changes beyond minimum legislative compliance may create unintended consequences if they do not align with the new land use planning framework being developed through the OCP Renewal Project. Staff are aware that there is some desire in Area A (Bylaw 337) to permit ADUs the same as in Areas B, D, E and F (Bylaw 722), particularly in relation to the larger maximum size of 90m² and the ability to also have a secondary suite in instances where an ADU is already permitted on a parcel.

As noted above, both bylaws permit ADUs on parcels smaller than 1-hectare where not connected to a community sewer, in conflict with provincial guideline advice. It is not clear if these historic zoning permissions have had material impact on groundwater. When considering this provincial advice along with fire flow constraints and neighbourhood character concerns, staff recommend that making such changes beyond the minimum legislation be directed to consideration in the OCP Renewal project where they can be evaluated with a multi-solving lens and be supported by public consultation.

There is no available capacity to undertake additional analysis on this topic; resourcing would need to be reallocated or increased.

Staff do not recommend this option at this time.

Should the Committee choose to go with Option 2, an additional recommendation could be added to Option 1, as follows:

THAT in addition to meeting minimum legislative requirements, proposed amendments to Zoning Bylaws 337 be considered, to enable the following changes to further align the permission of ADUs with Bylaw 722:

- a) Consideration of permitting both a secondary suite and an auxiliary dwelling unit where an auxiliary dwelling unit is already permitted,
- b) Consideration of increasing the permitted size of an auxiliary dwelling unit from 55 m² to 90 m².

A further supporting recommendation may include:

THAT an SCRD-initiated public information meeting be planned in Q3 to inform on the proposed zoning changes that increase the allowances for suites and ADUs beyond the minimum provincial legislative requirements.

OPTION 3 – No zoning bylaw amendments be considered to address SSMUH compliance prior to the new deadline of December 31, 2026

Noncompliance within legislated timelines is an option that some local governments have pursued in response to SSMUH. Examples exist where the province has responded by utilizing its statutory powers to force zoning changes on those local governments.

Staff do not recommend this option. Should the Committee choose to go with Option 3, no motion/resolution is required as no action would be taken.

FINANCIAL IMPLICATIONS

There are no direct financial implications to the recommendations attached to this report.

LEGISLATIVE IMPLICATIONS

Noncompliance with SSMUH legislation may result in the province enacting its statutory authority to force compliance as seen with other BC local governments.

A public hearing is not permitted in compliance with LGA Section 464(3)(c), as noted above.

STRATEGIC PLAN IMPLICATIONS

N/A

TIMELINE

Bylaw adoption should occur prior to the deadline of December 31, 2027. A public information meeting in Q3 2026 would enable bylaw amendments to be brought forward in Q4 2026, before the deadline.

COMMUNICATIONS

Internal: Coordination between Planning & Development and Infrastructure Services is ongoing related to wastewater service area capacity.

External: A referral to APCs is advised. A public information meeting may be considered.

SUMMARY AND CONCLUSION

The provincewide SSMUH legislation requires compliance by the prescribed deadline, which for SCRD is December 31, 2026. Proposed changes would provide minimum legislative compliance, by providing secondary suites, at minimum, in all scenarios for both Bylaws 337 and 722 where a zone is considered “restricted” by SSMUH. It is recommended that a minimum compliance approach be endorsed to ensure that broader land use changes related to housing can be considered through the OCP Renewal project, which is planned to be completed by year end, 2027.

ATTACHMENT(S):

A – Proposed Draft Amendments to Bylaw 337 (enclosed)

B – Proposed Draft Amendments to Bylaw 722 (enclosed)

C – Staff Report from April 18, 2024 EAS

D – Province Extension Letter

| | | | |
|-------------------|---|-------------|-------------|
| Reviewed by: | | | |
| Assistant Manager | X - K. Jones | Finance | |
| GM | X - PD - I. Hall X - IS – R. Rosenboom | Legislative | X – S. Reid |
| CAO | X – T. Perreault | Other | |

Attachment A: Proposed Draft Amendments to Bylaw 337

Proposed amendment to Bylaw 337, Section 201

Current Definition:

"auxiliary dwelling unit" means an additional dwelling unit such as a cottage or suite having a floor area less than the primary dwelling.

Proposed Changed Definition:

"auxiliary dwelling unit" means a dwelling unit that has a maximum floor area of 55 m² and is detached from and subordinate and auxiliary to the principal single family dwelling(s) located on the same parcel.

Add New Definition:

"secondary suite" means a dwelling unit with a maximum floor area of 55 m² and one cooking facility, auxiliary to and located within a building containing a single family dwelling.

Proposed amendments to Bylaw 337, Section 502

Add New Permitted Use

- (1) The following uses are permitted in all zones...(a-f)..:
- (g) A secondary suite except in any zone where a single-family dwelling is prohibited

Proposed amendment to Bylaw 337, Section 506

Current:

AUXILIARY DWELLING UNITS

The maximum floor area for an auxiliary dwelling unit, where permitted, shall be 55 m².

Proposed Change:

SECONDARY SUITES AND AUXILIARY DWELLING UNITS

- (a) A secondary suite is permitted as an auxiliary use to a single-family dwelling and on a parcel where a duplex is the only dwelling type listed as a permitted use.
- (b) Where otherwise provided in this bylaw an auxiliary dwelling unit not exceeding a floor area of 55 m² is permitted as a detached auxiliary use to a single-family dwelling.
- (c) Except as otherwise provided in the bylaw, no more than one secondary suite or auxiliary dwelling unit shall be permitted per parcel.
- (d) The floor area of a secondary suite or an auxiliary dwelling unit shall not exceed 55 m².
- (e) The number of secondary suites permitted on a parcel shall be excluded from the calculation of any required maximum total number of dwelling units of a parcel or a building.

(f) The General Manager, Infrastructure Services, or their delegate, must provide approval confirming sufficient wastewater capacity exists for a proposed secondary suite for parcels within a SCRD wastewater service area, prior to the issuance of a building permit for a secondary suite.

Proposed amendment to Bylaw 337, Section 517 OFF-STREET PARKING

Amend Table II, Column I by replacing the “auxiliary dwelling unit” with “Auxiliary dwelling unit or secondary suite”

Attachment B: Proposed Draft Amendments to Bylaw 722

Proposed Amendment to Bylaw 722, Section 5.24 Secondary Suite

Current:

5.24.1 A secondary suite is permitted as an auxiliary use to a single-unit dwelling on any parcel except parcels within SCRD wastewater service areas.

5.24.2 Except as otherwise provided in the bylaw, no more than one secondary suite shall be permitted per single-unit dwelling permitted on a parcel.

5.24.3 The floor area of a secondary suite shall not exceed 55 m².

5.24.4 The number of secondary suites permitted on a parcel shall be excluded from the calculation of any required maximum total number of dwelling units of a parcel or a building.

Proposed Change:

5.24.1 A secondary suite is permitted as an auxiliary use to a single-unit dwelling and on any parcel where a two-unit dwelling is the only dwelling type listed as a permitted use.

5.24.2 Except as otherwise provided in the bylaw, no more than one secondary suite shall be permitted per single-unit dwelling permitted on a parcel.

5.24.3 The floor area of a secondary suite shall not exceed 55 m².

5.24.4 The number of secondary suites permitted on a parcel shall be excluded from the calculation of any required maximum total number of dwelling units of a parcel or a building.

5.24.5 The General Manager, Infrastructure Services, or their delegate, must provide approval confirming sufficient wastewater capacity exists for a proposed secondary suite for parcels within a SCRD wastewater service area, prior to the issuance of a building permit for a secondary suite.

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Electoral Area Services Committee – April 18, 2024

AUTHOR: Alana Wittman, Planner 2, Community Planning
Jonathan Jackson, Manager, Planning & Development

SUBJECT: **PROVINCIAL HOUSING LEGISLATION – IMPLICATIONS FOR SCRD & SMALL-SCALE MULTI-UNIT HOUSING LEGISLATION EXTENSION REQUEST**

RECOMMENDATION(S)

- (1) **THAT the report titled Province Housing Legislation – Implications for SCRD & Small-Scale Multi-Unit Housing Legislation Extension Request be received for information;**
 - (2) **AND THAT the Board supports the submission of an application to the Ministry of Housing requesting an extension to the Small-Scale Multi Unit Housing legislation compliance deadline from June 30, 2024, to June 30, 2026;**
 - (3) **AND FURTHER THAT this report be provided to Advisory Planning Commissions as capacity-building information in advance of anticipated work on Official Community Plan renewal.**
-

BACKGROUND

Purpose

The purpose of this staff report is to seek a decision on an application to the BC Ministry of Housing to request an extension to the Small-Scale, Multi-Unit Housing (SSMUH) legislation compliance deadline.

This report further seeks decision on allocating the remaining balance of the capacity funding the Sunshine Coast Regional District (SCRD) received from the Province, to implement the new legislative changes to the Official Community Plan (OCP) Renewal for the purposes of detailed servicing analysis to understand the opportunities and constraints related to increasing residential densities to comply with SSMUH.

The need to comply with SSMUH requirements is both the most time-sensitive and the last outstanding/unplanned-for implication from recent provincial legislation updates. For a summary of recent legislation and implications for Regional Districts/SCRD see Attachment B.

Background

In November 2023, the BC Government passed several new laws intended to fulfil the Homes for People plan and increase the affordable housing supply in the province. Bill 44 (*Housing Statutes [Residential Development] Amendment Act*) includes SSMUH legislation which applies to all municipalities and Regional District electoral areas.

The province describes SSMUH as “a range of buildings and housing units that can provide attainable housing for middle-income families”.

Examples of SSMUH include:

- Secondary suites in single-unit dwellings
- Auxiliary dwelling units (ADUs), such as garden suites or laneway homes
- Multiplexes, such as duplex, triplex, or fourplex
- Townhomes

Under the new legislation, a minimum of one secondary suite and/or one ADU must be permitted in all single unit dwelling residential zones.

In response, the SCRD will need to amend these regulatory bylaws to ensure compliance with the new requirements of the *Local Government Act (LGA)* as it relates to SSMUH. The Province has set a statutory deadline of June 30, 2024. As discussed below, there are mechanisms for extensions and exemptions included in the new legislation.

Statutory Authority

- LGA Section 481.3(3) – Zoning bylaws and small-scale multi-family housing.
- LGA Section 582.1 – Provincial policy guidelines related to small-scale multi-family housing.
- LGA Section 785-786 – Extension processes and extended compliance regulations for small-scale multi-family housing

DISCUSSION

Extensions to the SSMUH Compliance Deadline

Local governments can apply for time-based extensions to the June 30th, 2024, compliance deadline under the three categories outlined below.

1. The local government is in the process of upgrading infrastructure that services the specific area or specific lots for which the extension is being requested;
2. The infrastructure that services the area where SSMUH would apply is such that compliance by June 30, 2024, is likely to increase a risk to health, public safety, or the environment in that area; or
3. Extraordinary circumstances exist that otherwise prevent compliance in relation to the area.

The SCRD may be eligible for an extension under category 2. Further, elements of category 1 may also apply, however, staff consider the “increased risk” to be a short-term concern.

A Board resolution is required to authorize requests for extensions, which must be submitted to the Minister by June 1, 2024, for requests related to infrastructure and servicing concerns, or by June 30, 2024, for requests related to extraordinary circumstances.

Assessing SCRD's Readiness for Compliance

Category 2 – Increase risk to health, public safety, or the environment

SSMUH compliance under existing SCRD infrastructure conditions would likely increase risk due to:

- **Primary:** Wastewater – The SCRD operates 15 wastewater treatment facilities, which makes up a small proportion of developed land in the electoral areas (approximately 700 parcels). These wastewater treatment facilities were designed, permitted and built for limited capacities as part of specific developments and detailed investigations will be required for each to understand the implications of adding additional effluent load. Permitting a potentially large number of additional units in areas serviced by these systems prior to these studies being done and any required upgrades to infrastructure and permits to be completed could increase health and environmental risk.
- **Additional:** Drinking Water Deficit – The majority of the additional housing units would be connected to a SCRD Water System, several of which face frequent supply concerns. In 6 out of the 9 past years, the most severe water restrictions (a full ban on use of outdoor water) have been required to guarantee adequate supply of potable water to the majority of the residents within the SCRD water systems. This has also resulted in several activations of Emergency Operation Centres and development of Emergency Water Supply Sources. With climate change expected to increase frequency of extreme weather events such as those conditions that lead to such water scarcity situations, it would be premature to make general increases to rural area residential densities until strategic planning work that is underway is completed.
- **Additional:** Fire Flow Deficiencies – In late 2023, fire flow deficiencies in several SCRD water systems were identified. Fire flow is a fire hydrant's ability to deliver water flow continuously for an appropriate duration to control a major fire. Hydraulic modeling of the SCRD water systems identified 40% of hydrants as deficient in their ability to provide sufficient fire flow to control major fires. The SCRD is now working to address fire flow concerns, including the development of a Fire Flow Action Plan that will outline the infrastructure upgrades required to address these concerns within the next 5-10 years.

It is important to clarify that the nature and extent of risk increase is, at this time, unknown. Through further study and analysis, it is likely that many areas can be proven to be suitable for SSMUH without an increased risk to health, public safety or environment. An extension to the deadline would provide the time needed to conduct this analysis.

Directing the balance of Provincial capacity funding to the in-progress OCP Renewal project will enable a detailed study on opportunities and constraints related to increasing residential housing densities to comply with SSMUH within SCRD's existing infrastructure network. This servicing analysis would directly inform the Housing Needs which is being conducted as part of the OCP renewal project. Both the extension and the provision of the balance of Provincial capacity funding to OCP Renewal would provide time and resources to appropriately update growth management regulations, while mitigating asset management and other growth induced risks.

*Analysis – SCRD Policies and Bylaws Current State Relative to SSMUH
 SCRD Zoning Bylaws 337 and 722*

Zoning Bylaw 722 (2022) establishes the zoning for Electoral Areas B (Halfmoon Bay), D (Roberts Creek), E (Elphinstone) and F (West Howe Sound), while Zoning Bylaw 337 (1990) establishes the zoning for Electoral Area A (Egmont/Pender Harbour). Amendments to Zoning Bylaws 722 and 337 are required to meet the Province’s SSMUH requirements (see Table 1).

Table 1 – SSMUH Legislation Alignment withing SCRD Zoning Bylaws 722 and 337

| SSMUH Unit Type | SSMUH Requirements | SCRD Zoning Bylaw 722 | SCRD Zoning Bylaw 337 |
|--------------------------------------|--|--|--|
| Secondary Suite | A minimum of 1 secondary suite and/ or 1 ADU must be permitted in Residential Zones in all regional district electoral areas. The province notes that “only secondary suites (not ADUs) should be permitted on properties less than one hectare in size that are not serviced by sewer systems operated by a local government.” | Secondary suites up to 55 m ² are permitted in any zone where a single-unit dwelling is permitted, except on parcels within SCRD wastewater service areas. <i>Zoning Bylaw 722 generally meets (and exceeds) SSMUH requirements for secondary suites.</i> <i>Amendments are required in cases where a parcel is within an SCRD wastewater service area.</i> | Secondary suites and ADUs are not differentiated between in Zoning Bylaw 337. An additional dwelling unit (referred to as an ADU in the bylaw) up to 55 m ² is currently permitted in 11 zones, including R1, R2, R3, R3A, R3B, R3C, CR1, RU1, RU1B, RU1D and RU2. However, not in all “residential zones”. <i>Zoning Bylaw 337 requires amendments to meet SSMUH requirements for secondary suites and ADUs.</i> |
| Auxiliary Dwelling Unit (ADU) | | ADUs up to 90 m ² are permitted in eight Zoning Bylaw 722 zones, including R1, R2, CR1, RU1, RU1A, RU2 (Area B & D), RF3 and AG. However, not all “residential zones” currently permit ADUs. Note, permissions for ADUs differ by zone and minimum parcel size. <i>Given SCRD Zoning Bylaw 722 allows for secondary suites, as noted above, the allowance for ADUs is in addition to (exceeds) SSMUH requirements.</i> | |

Note – Bill 44 outlines additional requirements, however, several are not relevant to the SCRD. Attachment A includes further information for optional review.

SCRD OCPs

Based on a preliminary analysis, Bill 44 will allow for density increases that exceed what is currently permitted in SCRD Zoning Bylaws 722 and 337, noting that the province is simultaneously making changes to development financing legislation that guides how growth contributes to public infrastructure and amenities. Existing development permit area requirements will continue to apply. Amendments will be required to implement SSMUH; however detailed infrastructure, risk and OCP analysis is required to determine the appropriateness of the required changes.

The SCRD's OCP Renewal project has been initiated to include a review of land uses, appropriate densities, environmentally sensitive and hazard areas, and much more. Comprehensively updating the SCRD's growth management regulations to meet Bill 44 requirements would fit into the scope of the OCP Renewal project, however, this requires an extension from the province to align the timelines.

Summary of the Current State

There are many current/existing opportunities for development of SSMUH on the Sunshine Coast. In some areas, development rights relating to ADUs and secondary suites exceed the provincially mandated minimum. SSMUH compliant units are currently permitted on approximately 74% of parcels in SCRD rural areas. BC Assessment data suggests that only 5.2% of parcels currently eligible for a SSMUH under Bylaws 337 and 722 have developed either a secondary suite or ADU. Furthermore, 43% of the parcels where a secondary suite is currently permitted also permit an ADU on the same parcel, and if this total allowance for SSMUH compliant units is considered, the absorption rate drops to approximately 3.7%.

Based on the above analysis, SCRD rural areas have significant unbuilt capacity remaining on parcels where SSMUH is already permitted. Given the amount of existent SSMUH capacity, a request for an extension is the most practical approach to ensure that future SSMUH allowances are aligned with OCP Renewal and current infrastructure projects and do not create risk.

Options

Option 1: Support Proposed Extension Request (Staff Recommendation)

The SCRD Board supports the submission of an application to the Ministry of Housing requesting an extension to the Small-Scale Multi Unit Housing legislation compliance deadline from June 30, 2024, to June 30, 2026. Staff will provide information to a future Committee regarding infrastructure analysis required to prove feasibility of compliance.

Option 2: Reject Proposed Extension Request and Allocation of the Balance of Provincial Capacity Funding to OCP Renewal

The SCRD Board directs staff to complete required updates by the established deadline on June 30, 2024. This decision will impact division work plans and remove capacity from planned long range planning, development planning, and infrastructure projects and tasks. It would also introduce unstudied risks related to infrastructure management, especially within community wastewater treatment plant service areas.

Financial Implications

The staff resources required to amend the SCRD's OCPs and Zoning Bylaws to implement Bill 44 is significant.

Staff are assessing the gaps between currently-funded servicing capacity projects and what will be required to prepare recommendations on zoning changes. A report to a future Committee will provide more details.

As a general comment on financial capacity/implications flowing from new provincial legislation and a possible funding source for some of the to-be-determined work: under the Local Government Housing Initiatives funding program, the provincial government has issued \$80,000 + \$5.80/per capita to each Regional District to help meet new legislative requirements. In 2024, the SCRD received \$174,383 to be spent on eligible costs and activities related to legislative requirements arising from Bills 44, 46, and 47. Of these funds, \$80,000 was allocated to projects (housing needs report and related GIS work) in the 2024 Budget. \$94,383 remains.

Timeline for next steps or estimated completion date

Should the Board support the recommendation to seek an extension, the proposal is for the amendments to be completed by March 2026 to align with OCP Renewal project timeline, with a 3-month buffer (June 30, 2026). If the extension is granted, the Minister will indicate the new deadline for compliance. If the application is refused, the SCRD will have 90 days after the date set out in the notice of refusal to provide notice that SCRD complied with the SSMUH legislated requirements.

Communications Strategy

Local Government Act Section 464 asserts that local governments must not hold a Public Hearing for zoning bylaw updates that are initiated for the sole purpose of complying with the SSMUH legislation. Associated public notices of the proposed amendments must be published prior to first reading in accordance with Section 467 of the *Local Government Act*.

STRATEGIC PLAN AND RELATED POLICIES

Strategic Plan lenses, and especially the Service Delivery Excellence Lens, were applied to the development of this report.

CONCLUSION

Recent changes to Provincial legislation under Bill 44 (*Housing Statutes Amendment Act*) require that residential lots in SCRD electoral areas must now permit a secondary suite and/ or an auxiliary dwelling unit. Local governments are required to adopt bylaw amendments to allow housing at the prescribed density by June 30th, 2024, or may apply for a time-based extension. Staff recommend the Board supports the submission of an application to the Ministry of Housing requesting an extension to the Small-Scale Multi Unit Housing legislation compliance deadline from June 30, 2024, to June 30, 2026. Staff will provide information to a future Committee regarding analysis required to prove feasibility of future compliance.

ATTACHMENTS

- Attachment A - Small-Scale Multi-Unit Housing Applicability to SCRD Electoral Areas
- Attachment B - Bills 44, 46, 47 Implications for SCRD

| | | | |
|--------------|---------------------------------|-------------|--|
| Reviewed by: | | | |
| Manager | X - J. Jackson | Finance | |
| GM | X - I. Hall X - R. Rosenboom | Legislative | |
| CAO | X - D. McKinley | Other | |

Attachment A- Small-Scale Multi-Unit Housing Applicability to SCRD Electoral Areas

Small-Scale Multi-Unit Housing Applicability to SCRD Electoral Areas

| Density | SCRD Applicability | Description of requirement |
|---|---------------------------|---|
| Secondary Suits & ADUs on single-unit-dwelling and duplex zoned lots | Required | A minimum of 1 secondary suite and/or 1 detached auxiliary dwelling unit (ADU) must be permitted in Residential Zones (single-unit-dwelling and duplex zones) in all municipalities and regional district electoral areas. <i>SCRD is not required to allow additional density in “rural residential” zones.</i> |
| 3 to 4 units on single-unit-dwelling and duplex lots | N/A | Three to four units of small-scale, multi-unit housing must be permitted on each parcel of land if zoned exclusively for single-family or duplex residential in a municipality with a population greater than 5,000 and/or within an Urban Containment Boundary identified in a Regional Growth Strategy. <i>SCRD does not have a Regional Growth Strategy and therefore does not have Urban Containment Boundaries.</i> |
| 6 units on single-unit-dwelling and duplex lots near frequent bus stops | N/A | Six units of small-scale, multi-unit housing must be allowed near frequent bus service on single-family and duplex residential lots greater than 280 m ² and within a municipality or regional district with a minimum population of 5,000. <i>SCRD transit service levels do not meet the frequency threshold defined in Bill 44.</i> |

Attachment B – Bills 44, 46, 47 Implications for SCRD

Qualifying Note: This information is provided based on current best understanding of provincial legislation and policy guidance as of date of drafting. Further updates and guidance continue to be released by the Province that could lead to updated analysis/recommendations.

Colour Coding:

- Green: In hand, already planned for
- Yellow: Requires decision and/or new action
- Red: Significant concern, requires action

| Legislation | Implications for SCRD | How SCRD Proposes to Approach |
|--|---|---|
| Bill 35 – Short-Term Rental Accommodations Act | <ul style="list-style-type: none"> • Enables SCRD to regulate STRs and other businesses through licensing, if desired. Would require establishment of a new service. | <ul style="list-style-type: none"> • It is anticipated that housing, STRs and area character will be central to OCP/zoning bylaw renewal |
| | <ul style="list-style-type: none"> • Enables increased bylaw enforcement tickets/fines – maximum \$3,000/day, up from \$1,000/day. | <ul style="list-style-type: none"> • Bylaw enforcement tickets/fines are being reviewed; staff report planned for Q2 2024 |
| | <ul style="list-style-type: none"> • New provincial registry, data sharing and platform accountability mechanisms are expected to provide information useful for SCRD bylaw enforcement (and for use by the Province for enforcement). | <ul style="list-style-type: none"> • Monitoring. Province has stated details are coming this spring. |
| | <ul style="list-style-type: none"> • Changes may have some impact on MRDT revenue (and share provided to SCRD) as MRDT is collected on STRs. | <ul style="list-style-type: none"> • Monitoring |

| | | |
|---|---|---|
| | <p>Notes:</p> <ul style="list-style-type: none"> • Principal residence requirement does not automatically apply to SCR D; there is an option to opt in • There are exemptions for time shares, home exchanges, strata guest suites, etc. • Legislation does not apply to motels, hotels, RVs, tents, or other temporary shelters | |
| <p>Bill 44 – Housing Statutes (Residential Development) Amendment Act</p> | <ul style="list-style-type: none"> • By June 30, local governments must have updated their zoning bylaw to accommodate small-scale, multi-unit housing requirements (except in areas where they have applied for an extension). | <ul style="list-style-type: none"> • Recommending applying for an extension (Category 2) before June 1, 2024. • Promoting current/existing opportunities for SSMUH. |
| | <ul style="list-style-type: none"> • By January 1, 2025 local governments must have completed their interim Housing Needs Report. | <ul style="list-style-type: none"> • Planned for/approved as part of Budget 2024. • Timing holds synergy with OCP renewal project; OCP drafting can ensure compliance with all Bill 44 requirements related to proactive planning. • SCR D applying a coordinated approach with member municipalities with support of Regional Housing Coordinator |
| | <p>Note: there is a requirement for municipalities to update their Official Community Plans and zoning bylaws (based on the interim Housing Needs Report) by December 21, 2025. This requirement includes pre-zoning for required housing and planning for ongoing updates.</p> | |
| | <ul style="list-style-type: none"> • One-off, site-by-site public hearings for rezonings have been phased out for housing projects that are consistent with OCPs (which already have a public hearing). • Public hearings will continue to be required whenever local governments update or develop new OCPs or consider rezonings for projects that are not consistent with the OCP. | <ul style="list-style-type: none"> • Monitoring best practice, review of procedure documents. • Synergy with planned/budgeted updates as part of DAPR implementation. |

| | | |
|--|--|---|
| | <ul style="list-style-type: none"> • Development cost charges (DCC) can now be applied to <u>new</u> categories of growth-related/required infrastructure: fire protection facilities (fire halls), police facilities, solid waste facilities and cost-shared highway projects. • Prescribed process, public engagement and bylaw adoption required. | <ul style="list-style-type: none"> • Staff are reviewing and are in communication with the Province. More information to be provided to the Board in Q2/Q3 2024. |
| | <ul style="list-style-type: none"> • Amenity cost charges (ACC) can be levied for new recreation/community centres, daycares, libraries, park development. • Prescribed process, public engagement and bylaw adoption required. | <ul style="list-style-type: none"> • Staff are reviewing. |
| | <ul style="list-style-type: none"> • New inclusionary zoning, density bonusing, transportation demand management and tenant protection bylaw (during redevelopment) authorities or clarifications are available. | <ul style="list-style-type: none"> • Staff are reviewing. • Potential for integration with planned OCP, zoning and servicing bylaw updates. |
| <p>Bill 47 – Housing Statutes (Transit-Oriented Areas) Amendment Act</p> | <ul style="list-style-type: none"> • Does not apply to the Sunshine Coast based on status of our transit system. | |

March 25, 2026

Reference: 191408

Ian Hall
General Manager, Planning and Development Department
Sunshine Coast Regional District
Email: ian.hall@scrd.ca

Dear Ian Hall:

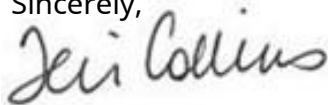
Thank you for your correspondence of September 29, 2025, and January 8, 2026, requesting further reconsideration of the extension deadline for the Sunshine Coast Regional District's (SCRD) compliance with section 481.3 of the *Local Government Act* (LGA).

This letter confirms the amendment of the SCRD's deadline to adopt a zoning bylaw that complies with section 481.3 of the LGA in relation to the areas for which an extension has been previously granted (per the Minister's letter that was sent to SCRD September 16, 2024). SCRD's new deadline is **December 31, 2026**.

This new deadline is informed by your January 8, 2026, letter, identifying that SCRD's next step is to undertake engineering analysis to confirm areas where infrastructure capacity is insufficient, or likely insufficient. The deadline of December 31, 2026, provides additional time for finalizing the engineering work, identifying any deficiencies and initiating necessary upgrades.

Thank you again for taking the time to write.

Sincerely,



Teri Collins
Deputy Minister
Ministry of Housing and Municipal Affairs

cc: Sherry Reid, Senior Manager, Administration and Legislative Services / Corporate Officer
Tina Perreault, Chief Administrative Officer
Kevin Jones, Assistant Manager, Planning and Development
Jessica Brooks, Acting Assistant Deputy Minister, Housing and Land Use Policy Division, Ministry of Housing and Municipal Affairs



Staff Report

SCRD Referral for APC Information

TO: Advisory Planning Commissions: Areas A, B, D, E, F

DATE: June 8, 2026

AUTHOR: Julie Clark, Matt Thomson, Senior Planners

SUBJECT: **OCP Engagement Phase 2 - What We Heard Report and Community Submissions**

OVERVIEW

Purpose of Report

The purpose of this report is to provide the results of two forms of feedback received during Official Community Plan (OCP) renewal project engagement (Phase Two) between February 1 and May 4, 2026:

- Phase 2 What We Heard report summarizing SCR D-led engagement during this period
- Feedback received in addition to Board-adopted focus for engagement, including community submissions

Recommendations are not requested.

BACKGROUND

On February 27, 2025 the Sunshine Coast Regional District (SCR D) Board endorsed a scope of work for the OCP Renewal project which will run until the end of 2027.

The Phase One 'What We Heard' Report is available on the project Let's Talk page (<https://letstalk.scrd.ca/ocp-renewal>). Phase Two had two staff reports on the May 21, 2026 agenda:

1. **What We Heard Report:** the results of SCR D-led engagement
2. **Community Contributions:** acknowledges contributions from community groups and organizations who conducted their own engagement and/or prepared proposals for SCR D to consider

NEXT STEPS

Next Steps for the Project

In June and July 2026, SCR D Board will provide direction for drafting the OCP, using the results to date from What We Heard Reports and technical input.

Specifically, feedback collected during both Phases 1 and 2 of engagement will be used to inform:

- Draft OCP objectives (Q2 2026, Q3-Q4 refinement)
- OCP policies connected to each objective (Q3, Q4 2026, Q1 2027)
- Land use designations and Zoning Bylaw structure to implement OCP objectives and policy (Q3, Q4 2026, 2027)

Next steps for APCs

In coming months it is anticipated that APCs will be referred SCRD staff reports regarding a proposed OCP drafting mandate: this will include a series of high level decisions to direct the OCP drafting work within the board-approved project scope.

The packages for APC meetings will include a briefing memo to support each decision the Board seeks your feedback on. APC feedback will be considered by SCRD Board and where approved, will be incorporated into the OCP drafting process.

ATTACHMENT(S):

SCRD-led Engagement:

- A - [2026-May-21 EAS For Info Official Community Plan Renewal Project Phase 2 Engagement Summary – What We Heard Report, SCRD-led Engagement](#)
- B - [Attachment A – SCRD OCP WWHR – Phase 2 Engagement](#)
- C - [Attachment B – shíshálh Nation – OCP Phase 2 Feedback](#)
- D - [Attachment C – VCH Public Health Input – SCRD OCP Engagement Phase 2](#)
- E - [Attachment C1 – VCH Public Health Input – BC Community Greenspace Policies](#)
- F - [Attachment D – SD46 Feedback on SCRD OCP Renewal](#)
- G - [Attachment E – MOTT – SCRD OCP Phase 2 Feedback](#)

Community Contributions:

- H - [2026-May-21 EAS for Info – OCP Renewal Project – Community Submissions FINAL](#)
- I - [Attachment A 2026-May-21 EAS WWHR Community Submissions – List of Policy Proposals](#)
- J - [28 Total Combined OCP Phase 2 Engagement Submissions Appendix A to Appendix BB](#)

| | | | |
|--------------|-------------|--|--|
| Reviewed by: | | | |
| GM | X - I. Hall | | |
| | | | |
| | | | |

Memo



TO: Area B & D Advisory Planning Commissions
FROM: Jonathan Jackson, Manager, Planning & Development
DATE: June 8 & 9, 2026
RE: **Fire Flow Action Plan – Review of Fire Flow Standards and Development Approval Tools**

APC Members,

At its Committee of a Whole meeting on April 9, 2026, the SCRD Board passed a recommendation, referring the attached staff report and presentation to the Advisory Planning Commissions for information.

Thank you,

Jonathan Jackson, Manager
Planning and Development Division

Enclosures:

1. April 9, 2026 Staff Report
2. April 9, 2026 Fire Flow Action Plan Presentation



Staff Report For Decision

TO: Committee of the Whole – April 9, 2026

AUTHOR: Remko Rosenboom, General Manager, Infrastructure Services
Ian Hall, General Manager, Planning and Development

SUBJECT: **Fire Flow Action Plan – Review of Fire Flow Standards and Development Approval Tools**

OVERVIEW

Purpose of Report:

The purpose of this report is to provide the Board with an update on the technical analyses to address the confirmed fire flow deficiencies and options to consider regarding policy mechanisms to support development approvals in affected areas within the Sunshine Coast Regional District (SCRD) water systems. This report requests Board decision to accept, reject, or provide alternate direction with respect to staff's recommendations as presented below.

Recommendation(s):

- (1) THAT staff report to a Committee of the Whole meeting by July 2026 with a comprehensive analysis and recommended approach for a policy framework to support development in areas with fire flow deficiencies, including:**
 - a. Options for amendments to the fire flow standards in *Sunshine Coast Regional District (SCRD) Subdivision Servicing Bylaw No. 320 (Bylaw 320)* to support the approval of developments in:**
 - i. areas where the SCRD is planning infrastructure upgrades; and**
 - ii. areas where developments may only be able to meet reduced fire protection standards (e.g., Fire Underwriters Survey Guidelines or reduced Master Municipal Construction Documents Association Design Guidelines);**
 - b. The development of a project plan to confirm:**
 - i. the options to evaluate fire flow requirements based on road travel distance from fire halls and/or fire department response times, including implications for potential amendments to Bylaw 320;**
 - ii. the options to amend SCRD Board Policy 13-6410-6 (Development Variance Permits) to support the consideration of developments with fire flow deficiencies;**
 - iii. the resource requirements, timelines, and 2026 Corporate Workplan implications associated with the implementation of the identified options;**
 - (2) AND THAT this report be referred to the Advisory Planning Commissions for information.**
-

BACKGROUND

At the January 11, 2024, Committee of the Whole meeting, the Board received the results of a Fire Flow Analysis conducted by GeoAdvice Engineering Inc. (GeoAdvice). The study identified multiple areas within SCRD water systems where fire flow capacity was deficient relative to Master Municipal Construction Documents Association (MMCD) Guidelines and noted that existing SCRD bylaws were outdated in terms of fire flow requirements. A follow-up report was presented at the January 25, 2024, Committee of the Whole meeting.

As part of the 2024 budget process, the Board approved \$250,000 for the development of a Fire Flow Action Plan (FFAP). The FFAP will outline and prioritize required infrastructure upgrades and evaluate potential policy and engineering/infrastructure options for addressing identified fire flow gaps.

While this report is primarily focused on a review of applicable fire flow standards and tools to support the approval of development applications, another report on this Committee agenda is related to the financing of required infrastructure upgrades to meet fire flow standards.

Since budget approval, staff have been working with engineering, legal, and other advisors to inform the best path forward.

DISCUSSION AND ANALYSIS OF OPTIONS

Project Update: Technical Analyses

Following the fire flow report to the Board in early 2024, GeoAdvice identified a range of potential infrastructure upgrades to improve fire flow capacity across SCRD water systems. These include options such as increasing treated water storage, upsizing valves and pumps, and upgrading portions of the watermain network. Preliminary high-level estimates suggest that implementing all identified upgrades could exceed \$100 million; however, further analysis and decision points are required to determine scope, priorities, and phasing.

Over the past 18 months, SCRD staff have undertaken a comprehensive review of GeoAdvice's recommendations, focusing on operational functionality, alignment with existing and planned infrastructure, feasibility, and potential alternatives. This work confirmed the need for increased treated water storage, along with targeted upgrades to watermains, pumps, and valves, and identified more cost-effective options that are being pursued within approved base capital budgets where feasible.

SCRD staff have also coordinated with the District of Sechelt (DOS) to ensure alignment between the FFAP and both current and upcoming Official Community Plan (OCP) review processes. This collaboration is particularly important given the Province's Small-Scale Multi-Unit Housing (SSMUH) mandate, which the DOS has incorporated into its Zoning Bylaw. SCRD has updated water capacity assessments and development review processes within DOS areas affected by the SSMUH mandate to ensure that supporting infrastructure, including fire flow, meets anticipated demands.

Given the long lifespan of most water infrastructure (typically 60–100 years), staff are working with GeoAdvice to define core infrastructure needs that will support both current and future growth.

To support integration of this technical information and planning work, the SCRD has retained Urban Systems to assist in consolidating data, conduct further analyses, and prepare the FFAP. This process includes engagement with internal and external stakeholders, including the SCRD Planning and Development Department and Finance Division, local governments (DOS and shíshálh Nation Government District (sNGD)), and Fire Departments). The FFAP will identify current and anticipated fire flow service gaps and propose prioritized infrastructure and operational improvements across short- (1–10 years), medium- (10–20 years), and long-term (20–100 years) horizons.

While some of the results from this project are presented as part of this Committee agenda, the final FFAP is anticipated to be presented to the Board in Q2, 2026.

On April 2, 2026, staff met with representatives of the Sea to Sky chapter of the Canadian Home Builders' Association and the topic of how to advance developments with fire flow deficiencies was discussed. Due to timing, insights gained at that meeting have not been explicitly considered in this report.

Fire Flow Standards

On March 14, 2024, the *SCRD Subdivision Servicing Standards Bylaw No. 320* was amended to update fire flow standards to read:

Fire flows are to be determined in accordance with the requirements of the current editions of the MMCD Design Guidelines and of “Water Supply for Public Fire Protection – A Guide to Recommended Practice” published by the Fire Underwriters Survey. Where a difference arises between MMCD minimum requirements and the current edition of the “Water Supply for Public Fire Protection – A Guide to Recommended Practice” published by Fire Underwriters Survey, the more stringent requirements shall take precedence.

In support of enabling development while ensuring adequate fire protection, several alternatives to a single fire flow standard, that could promote flexibility, have been developed:

- a) **Exemptions where there are planned/funded upgrades:** Given that substantial upgrades are required to improve the fire flows to increase the fire protection of existing developments, new development applications may not be required to meet the fire flow standards in Bylaw 320 in instances where the SCRD has Board approved budgets or capital plans for the completion of infrastructure upgrades.
- b) **Use of alternative standard/conditions:** In areas with no Board approved plans to improve fire flows in the foreseeable future, developments may be approved even if they do not meet MMCD Design Guidelines. Conditions for doing so could include that the to-be-developed buildings must meet an alternative standard (e.g. a reduced MMCD standard or the guidelines published by the Fire Underwriters Survey (FUS)), and a restrictive covenant be placed on title to limit further development of the property until the applicable fire flow standards have been met.
- c) **Adaptable standards based on distance from fire halls:** The Fire Underwriters’ Survey (FUS) confirmed that they consider properties single or duplex residential structures with a road travel distance from a fire hall of over 8 kms as being unprotected. The FUS assessed the response time to get to those properties is in most cases insufficient to protect the structure from being destroyed by the fire. For all other types of structures this distance is

5 kms. The SCRD could explore with local Fire Departments an option to also reduce the fire flow requirements for properties with a longer road distance or actual response time.

Planning Tools

There are several tools that the SCRD and other jurisdictions could develop and implement to approve development applications while applicable fire flow standards are not being met.

Zoning Amendments

Fire flow requirements are closely tied to zoning as different land uses result in varying levels of required fire protection. Changes in zoning, such as increases in density, can increase the required fire flows in a given area. With both the SCRD and the DOS currently undertaking updates to their OCPs and associated zoning bylaws, there is an opportunity to review zoning in areas with known fire flow deficiencies. This could help align planned land uses with existing or planned infrastructure capacity.

Development Variance Permits

In instances where a development cannot be approved as the fire flow standards included in Bylaw 320 cannot be met, the issuance of a Development Variance Permit (DVP) to vary these fire flow standards could be considered. Such a process would require more administration compared to the approaches presented above but could be a meaningful additional tool for the SCRD to develop. If there would be no other mechanism introduced to deviate from the fire flow standards in Bylaw 320, DVPs would be the tool that developers would like to be able to use.

To date, the SCRD has not issued DVPs for this purpose, as there is currently no policy framework in place to support such variances. However, the issuance of a DVP to vary fire flow standards would not expose the SCRD to legal risk, provided the following conditions are met:

- An alternative solution is proposed that complies with Engineers and Geoscientists BC (EGBC) best practices and the BC Building Code;
- A Section 219 Covenant is registered on title requiring the developer to construct and maintain the alternative infrastructure and indemnify the SCRD; and
- The variance does not negatively impact fire protection for other properties in the community.

Before accepting DVP applications further review and updates to SCRD policies and procedures are required. Consideration of delegating approval of these technical variances to staff could be made as part of future decision making.

The implementation of these planning tools within the DOS and the sNGD is the responsibility of those jurisdictions.

Considerations and Next Steps

The approaches outlined above vary in complexity, timing, and implementation requirements.

Approaches a) and b) could be advanced in the near term through potential amendments to Bylaw 320. The implications and options for these approaches could be presented to a Committee of the Whole in late Q2 2026, with any draft amendments subject to legal review.

Approach c) would require more extensive technical analysis, engagement with local fire departments, consideration of FireSmart principles, and review of legal and financial implications for both the SCR D and property owners. As a result, a report-back timeline is less certain, with a preliminary estimate of Q1 2027.

As the District of Sechelt (DOS) and shíshálh Nation Government District (sNGD) are outside the jurisdiction of Bylaw 320, any amendments would not apply within those areas. *DOS Bylaw No. 430, 2003* includes provisions somewhat aligned with Approach b), though it does not reference MMCD Guidelines and establishes fixed fire flow standards for non-sprinklered properties.

Additional context on funding mechanisms is provided in the report titled “*Fire Flow Action Plan – Infrastructure Upgrades Financing Tools*,” which outlines tools available to the SCR D and developers to support required infrastructure upgrades.

These considerations are intended to inform the Board’s review of the options below.

OPTION 1 – Prepare an implementation plan for a policy framework to support development in areas with fire flow deficiencies.

This option would have staff:

1. Prepare an assessment of implications of amendments to the fire flow standards included in Bylaw 320 to support the approval of developments based on the road travel distance from fire halls or the response times for a fire department.
2. Prepare a plan for the development and implementation of:
 - a. Amendments to Bylaw 320 to allow for exemptions to the fire flow standards included in that Bylaw in areas where the SCR D is planning to do infrastructure upgrades to improve the fire flows. Staff would continue engagement with DOS staff on this matter; and,
 - b. A policy related to the issuance of DVPs in SCR D electoral areas to permit alternative fire flows;
3. Confirm the resource, timeline, and 2026 Corporate Workplan implications associated with implementing these plans.

Reports would be presented to the Board in late Q2, 2026.

Organizational Considerations

This option can be advanced without substantial organizational implications.

Developing an expanded policy framework will require the development, drafting, and updating of several policies and procedures. This would require substantial resources from staff within the Infrastructure Services and Planning and Development departments, and would also require some capacity of the Legislative Services Department, and therefore cannot be advanced substantially

by the end of Q2, 2026 without having substantial implications to the workplans for these departments.

Staff Recommendation

Staff recommend that policy be developed that could support issuance of DVPs related to fire flow. Should the Committee choose to go with Option 1, a recommendation could be considered, as provided in the Overview section on page one of this report.

OPTION 2 – Postpone development of implementation project plan.

This option would have staff first complete the development of the FFAP in Q2 2026 before the Board provides direction to staff regarding the development of new, or amendments to existing Bylaws, policies, and procedures to support the review of developments. This would allow the Board to fully understand the magnitude of the infrastructure upgrades in conjunction with any potential changes in land use before it commits to the development of several tools in support of the review of developments with fire flow deficiencies. This option has the consequence of delaying potential progress on housing needs in areas with fire flow deficiencies, as well as limiting the ability of in-stream development applications to be progressed.

Should the Committee choose to go with Option 2, a recommendation could be considered as follows:

THAT this report be referred to a future Committee of the Whole meeting after the Fire Flow Action Plan and Phase 2 of the Official Community Plan Update Project have been concluded and presented to the Board.

FINANCIAL IMPLICATIONS

All currently anticipated costs associated with the development of the FFAP, including advancing Option 1, can be funded through the FFAP Project approved as part of the 2024 Budget process. Costs related to the actual construction of infrastructure or implementation of updated bylaws and policies are not currently funded.

LEGISLATIVE IMPLICATIONS

If Option 1 were to advance, several amendments to Bylaw 320 would be required in advance of a full review and update in future years. In addition to the development of a policy framework encompassing new policies and procedures, it is anticipated that several associated planning-related policies will need to be updated.

STRATEGIC PLAN IMPLICATIONS

N/A

TIMELINE

Staff will present reports associated with the products resulting from advancing Option 1 by late Q2, 2026.

COMMUNICATIONS

Internal:

As bylaw amendments and policy framework involves cross-departmental collaboration, affected staff have already been engaged in the formulation of this report. Further information sharing will occur with these staff members following Board direction on the policy framework.

Staff recommend that this report be referred to Advisory Planning Commissions for information/awareness.

External:

The SCRD understands that there has been wide interest within the development community in the FFAP. Subject to the decision of the Board, the SCRD will communicate directly with the community of developers through the Sea to Sky chapter of the Canadian Home Builders' Association. An updated policy framework would be prepared to ensure they are aware of the associated updates.

The ongoing engagement with DOS staff on this matter will also continue.

Wider community information sharing will take place once an updated bylaws and policy framework has been approved by the Board.

SUMMARY AND CONCLUSION

The purpose of this report is to recommend a clear path forward to address fire flow deficiencies and the relevant tools related to the approval of developments in those areas.

Pending Board decision on the recommendations in this report a plan to address fire flow deficits in SCRD water systems and associated financial implications will be presented to the Board in Q2 2026.

| | | | |
|--------------|------------------|-----------------|-----------------------------------|
| Reviewed by: | | | |
| Manager | | Finance | X- A. Taylor |
| GM | | Legislative | |
| CAO | X - T. Perreault | Purchasing/Risk | |
| | | Other | X – R. Michael X - M. O'Rourke |

SUNSHINE COAST REGIONAL DISTRICT

FIRE FLOW ACTION PLAN

COMMITTEE OF THE WHOLE PRESENTATION

APRIL 9TH, 2026



AGENDA

- Project Objectives
- Water System Level of Service Standards
- Overview of Existing Water System
 - Previous Work Completed
- Stakeholder Engagement
- Project Next Steps
 - Solutions and Prioritization
 - Conclusions and Recommendations



PROJECT OBJECTIVES



Purpose

Establish a coordinated, district-wide framework for improving fire protection service levels that are aligned with SCRD capital planning and future growth needs

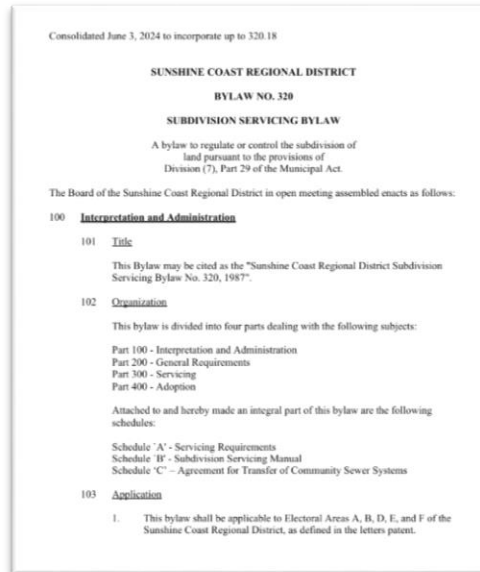
Objectives

1. Create actionable, prioritized infrastructure and operational improvements to meet the fire flow needs over short-, medium- and long-term planning horizons
2. Create a living document that can be easily updated as the SCRD goals and growth develop, in conjunction with other core planning frameworks such as the OCP

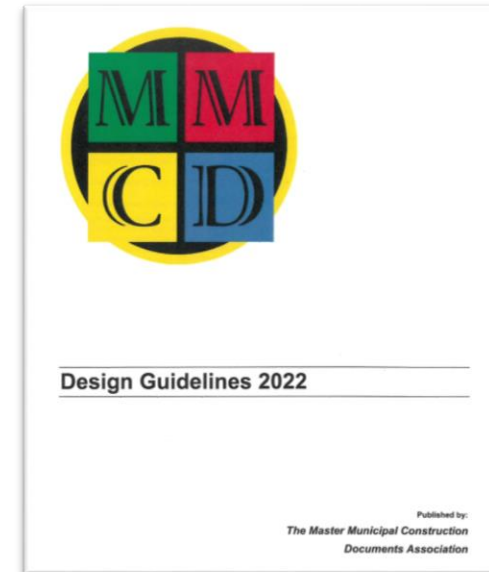
WATER SYSTEM LEVEL OF SERVICE

- Subdivision Servicing Bylaw
- Water Servicing Bylaw 778
- Master Municipal Construction Documents (MMCD)
- Fire Underwriters Survey (FUS)

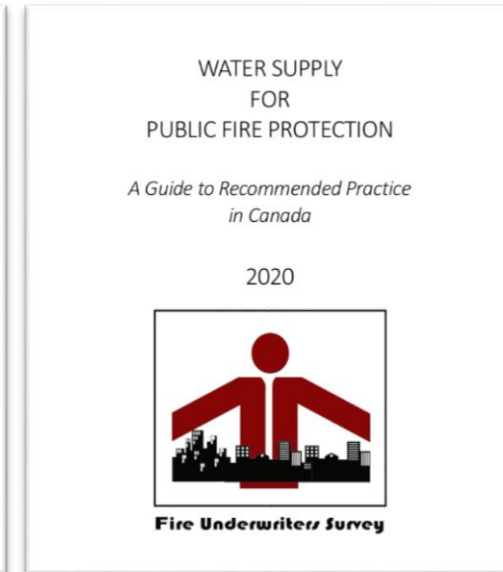
SCRD BYLAW 320.18 (2024)



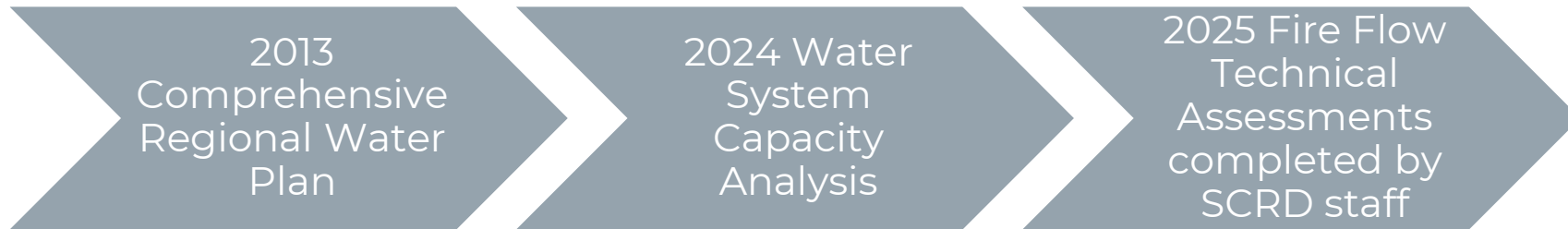
MMCD DESIGN GUIDELINES (2022)



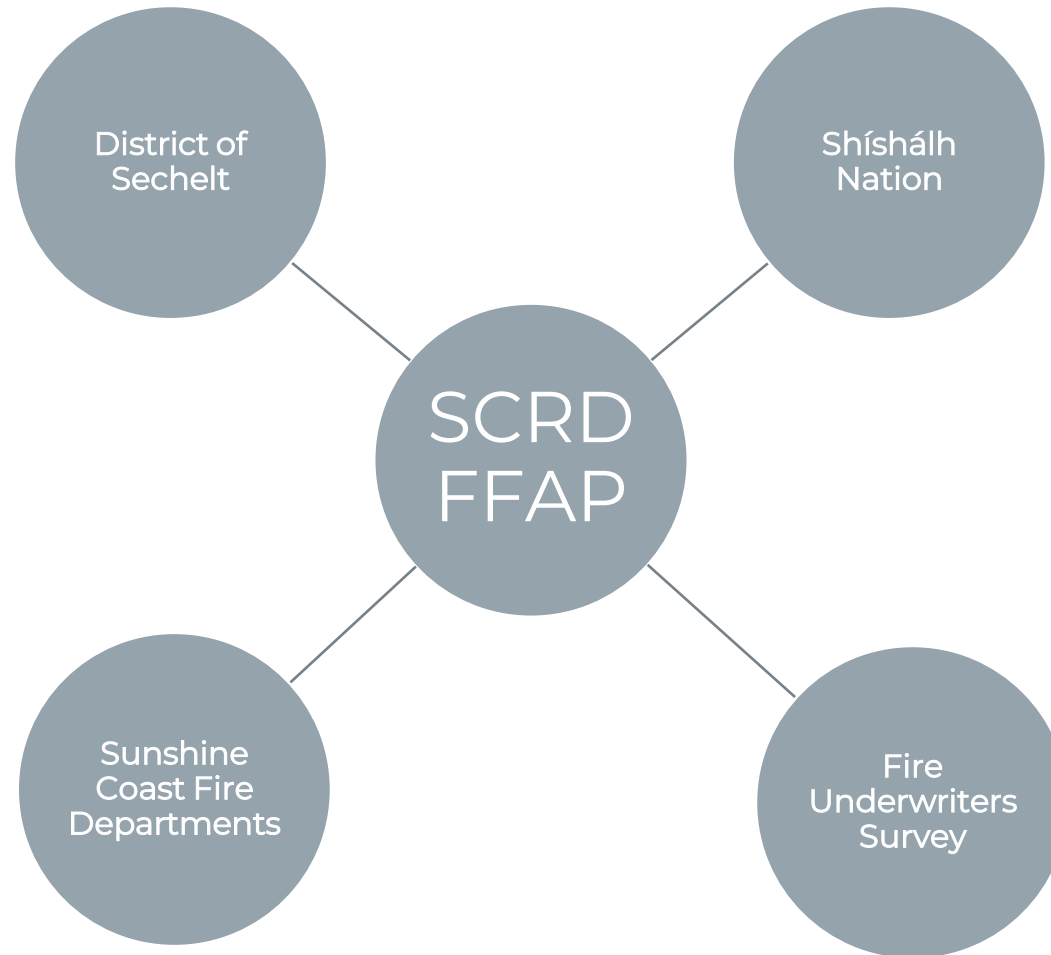
FUS WATER SUPPLY FOR PUBLIC FIRE PROTECTION (2020)



SCRD WATER SYSTEM BACKGROUND - PREVIOUS REPORTING



STAKEHOLDER ENGAGEMENT



FIRE DEPARTMENT ENGAGEMENT

PENDER HARBOUR FIRE DEPARTMENT

- Need additional hydrants to protect areas of the system (e.g. Kleindale) that are within fire service area but not connected to water system, or for developments occurring above the highway in Roberts Creek.

ROBERTS CREEK FIRE DEPARTMENT

- Upgrade unreliable, small diameter watermain
- Highlighted zoned and actual ICI properties that do not have sufficient fire flow, and/or are too far from a hydrant.

SECHELT FIRE DEPARTMENT

- Areas that have increased development over 4-stories may see impacts to FUS grade.

GIBSONS FIRE DEPARTMENT

- Consistent collaboration between SCRD Utilities team and Fire Departments required to address fire flow and FUS grading concerns.
- Colour code hydrants to NFPA standards to identify available fire flow.

FIRE UNDERWRITERS SURVEY FEEDBACK

- Individual Property Reviews from FUS
 - Can establish specific FF requirements based on land use and building characteristics
 - As opposed to automatically assigning theoretical maximum zoning allowance
- Proximity to Fire Halls (8 km for single family residential, 5 km for other uses)
- Water Storage and Watermain Reliability
- FUS Online Database
- Grading Cycle – 5 years





NEXT STEPS



NEXT STEPS: SOLUTIONS AND PRIORITIZATION

1

Identify and verify potential solutions for fire flow deficiencies to support development where needed most (In Progress).

2

Select short list of solutions (maximum 20) to be included in FFAP

3

Prioritize list of solutions into Short, Medium and Long-Term Implementation Horizons using a Prioritization Matrix

NEXT STEPS – SOLUTIONS AND PRIORITIZATION

Prioritization Matrix – Evaluation Criteria

Breadth of Benefit to Existing Fire Flow Deficiencies

Percentage of existing deficient nodes addressed by the project

Existing Deficiency Severity

Percentage of required fire flow currently available

Impact on Future Growth

Potential for and likelihood of future growth in the area

Land Use and Density

Single family, Institutional, Commercial and Industrial (ICI), and the associated density

Located within specified distance of a Fire Hall

Impacted Nodes are located within 5 km or 8 km of a local fire hall (ICI vs residential - influences FUS grade)



SUPPLEMENTARY OPTIONS TO EXPLORE

- FUS Insurance Grading Recommendations
- Policy/Bylaw Recommendations
- Further Planning Recommendations

SUPPLEMENTARY OPTIONS TO EXPLORE – POLICY OPTIONS

FIRE FLOW LEVEL OF SERVICE LOCAL BYLAW COMPARISON

| | District of Sechelt | RD of Nanaimo | City of Surrey | Bowen Island |
|--------------------------------|--|--|---|--|
| Minimum Fire Flow Requirements | <p>FUS Standards.</p> <p>When automatic sprinklers are provided in building, min FF may be reduced to greater of: FUS calculated FF based on building characteristics, or min. flow required for sprinklers and other site water uses.</p> | <p>Region dependent.</p> <p>FUS + Min. FF of 75 L/s for 90 mins.</p> <p>Min 20 psi at hydrant, 10 psi in system.</p> | <p>Design and interim Fire Flows assigned per land use.</p> <p>Interim flows can only be used if proven FF can be met with planned or simple upgrades.</p> | <p>Meets FUS requirements for existing and future conditions.</p> <p>Developer to submit FUS calcs for review by Fire Chief for uses other than Single Family.</p> <p>Min. 20 psi at hydrant, 5 psi in system.</p> |
| When Fire Flows Cannot Be Met | <p>Approving Officer (AO) or Chief Building Official may consider alternative solutions for FF in permit applications.</p> <p>AO must consider most recent FUS evaluation of Sechelt FD.</p> | <p>Where min pressures can't be maintained, a booster pump station and emergency storage shall be provided as part of the distribution system.</p> | <p>If at least 30 L/s FF available, development can proceed if building can meet FUS/NFPA standards, and Owner registers a restricted covenant in favour of the City.</p> | <p>No language provided.</p> |



THANK YOU

QUESTIONS?