

DATE OF MEETING: July 10, 2026

TO: North Pender Island Local Trust Committee

FROM: Brad Smith, Island Planner

COPY: Mary Storzer, Regional Planning Manager

SUBJECT: Rezoning Application – Pender Island Golf Club Society
Applicant: Charlie Eigl as agent for Society
Location: 2305 Otter Bay Road, North Pender Island

RECOMMENDATIONS

1. **That the North Pender Island Local Trust Committee directs staff to proceed with application PL-RZ-2026-0184 (Eigl), and to prepare draft amending bylaws.**

REPORT SUMMARY

The purpose of this preliminary report is to provide information regarding rezoning application PL-RZ-2026-0184 (Eigl) and to seek direction from the North Pender Island Local Trust Committee (LTC) to proceed, or not proceed, with the application, including the preparation of draft bylaws.

The above recommendation is supported as:

- The proposed new golf course development would support the non-profit society in providing better recreational services to the community and broader user base;
- There are longstanding issues and inconsistencies with the existing Pender Island Golf Course zoning that would benefit from being cleaned up;
- Directing staff to proceed will trigger the issuance of a terms of reference (TOR) that will identify any additional information and professional reports required from the applicant; and,
- A draft bylaw will facilitate First Nations and agency referrals and public input to identify any issues or concerns with the proposed rezoning.

BACKGROUND

The original Pender Island Golf and Country Club was incorporated in 1945. In 1962, seeking broader membership and expanded use, it was renamed the Pender Island Community Centre, though the expanded mandate did not materialize. A new Pender Island Golf and Country Club was formed in 1963 and leased what would become Lot A. In 1970, the Community Centre sold the property to the Club for \$1 and dissolved.

The Club operates as the Pender Island Golf Club (PIGC) and is a not-for-profit society. It is open to members and the public, and while members operate the course with staff support, they hold no ownership interest in the Club's assets. These assets, including land, buildings, and equipment, are effectively community assets.

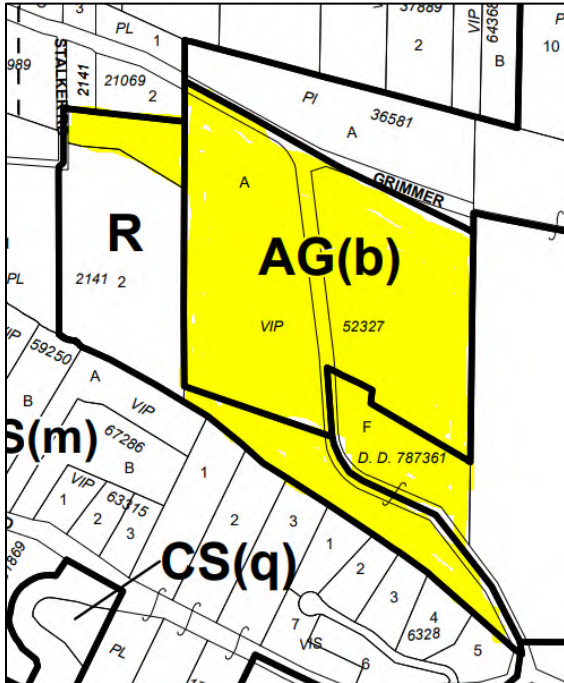
PIGC owns two properties that together comprise the nine-hole golf course – both are hooked lots separated by Clam Bay Road (Figure 1): Lot A and Parcel F

Figure 1 – Subject Parcels



The two lots are currently split zoned a mix of Agriculture, site specific Agriculture (b), and Rural (Figure 2).

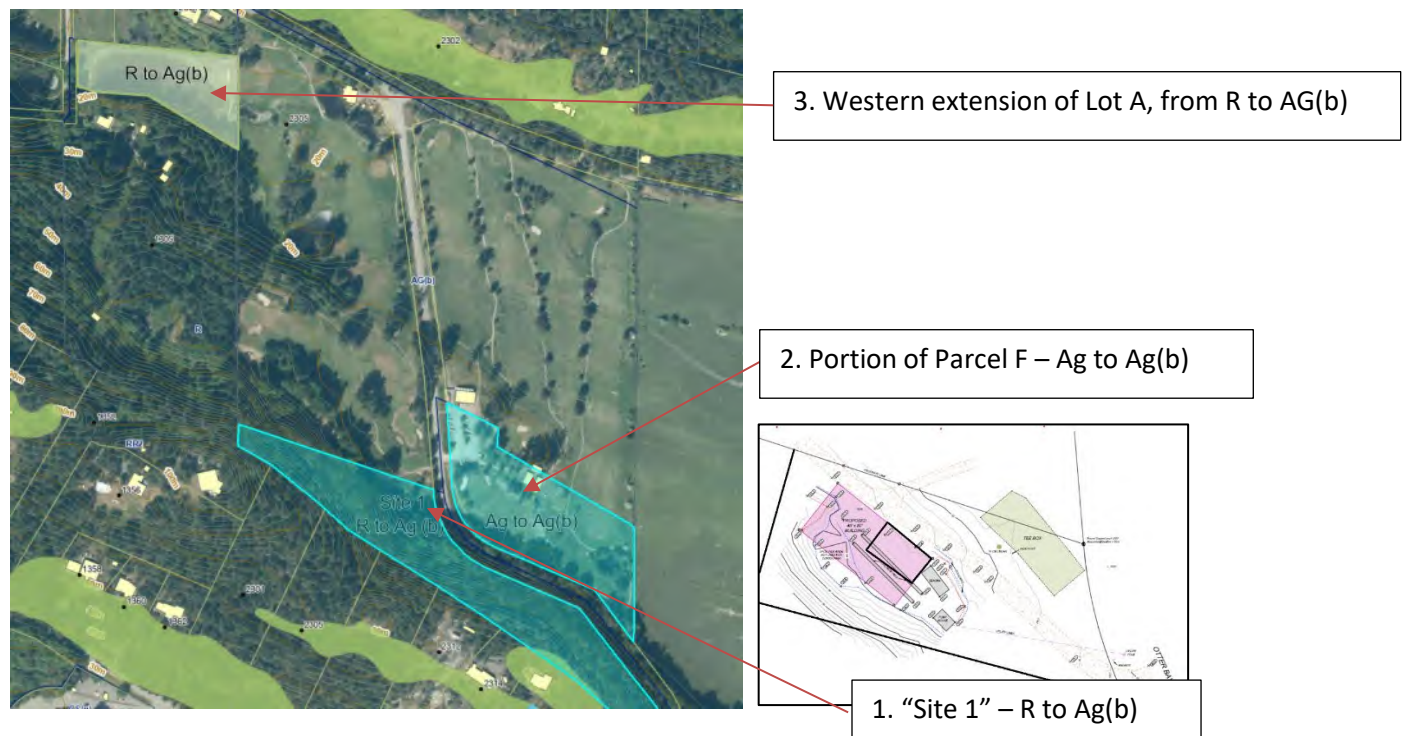
Figure 2. Current Zoning



To better align with current and future uses, PIGC is seeking the following changes to the existing site specific Ag(b) zone (Figure 3):

1. A portion of Parcel F, located on the west side of Otter Bay Road and referenced as 'Site 1', from Rural (R) to AG (b);
2. The portion of Parcel F located on the east side of Otter Bay Road, from AG to AG(b), to reconcile current golf course use with intended zoning; and,
3. The western extension of Lot A, from R to AG(b) to reconcile current golf course use with zoning.

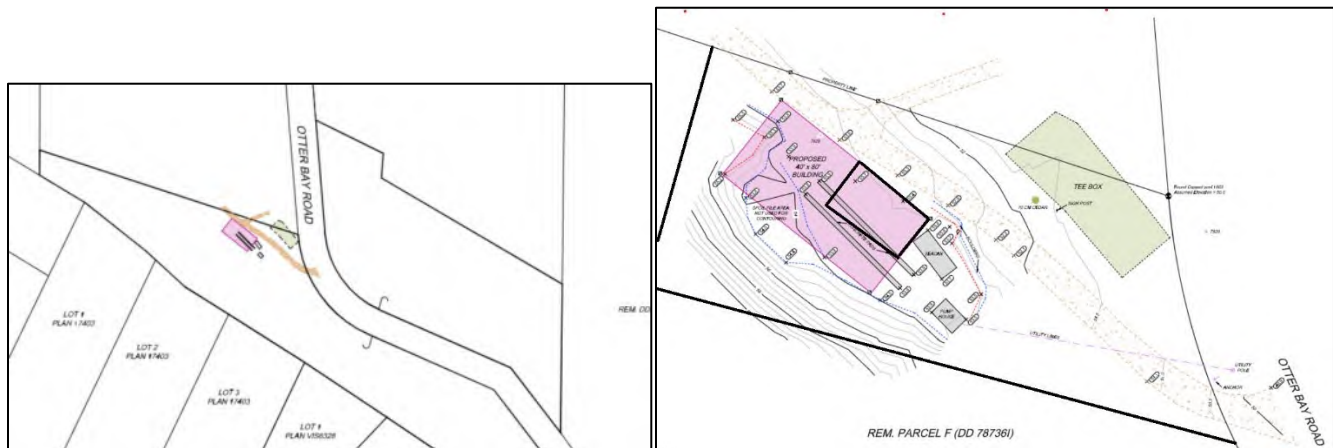
Figure 3. Areas proposed for Rezoning to Ag(b)



In addition to these map amendments, PIGC is requesting that:

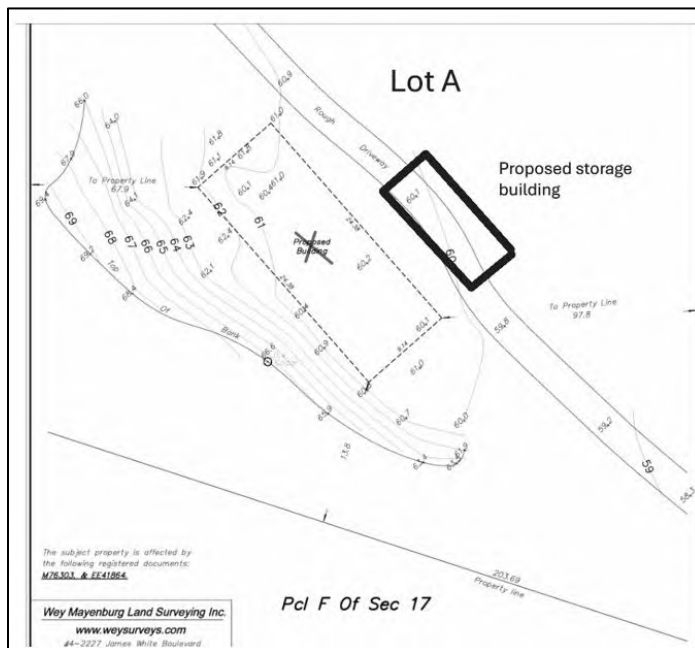
- 1) A replacement maintenance building and new storage building be permitted in the AG(b) zone , both to be located in 'Site 1' (Figure 4), with maximum floor area to still be determined (note: replacement of building would require decommissioning of existing building, this could be achieved through a voluntary compliance agreement with bylaw enforcement or as a *Land Title Act* s. 219 covenant condition)
- 2) The maximum height of the replacement maintenance building and new storage building at Site 1 is requested to be 10 m consistent with what is permitted in the LUB for *agriculture* buildings
- 3) The existing sea can for storage and pump house in Site 1 be added to the list of permitted accessory golf course buildings. Additional cart storage buildings may also be requested.
- 4) An accessory dwelling be added as a permitted use within the site specific Ag(b) zone with a maximum floor area of 105 m² (will be subject to demonstration of proof of water and septic disposal capacity)
- 5) Interior setbacks be removed between Lot A and Parcel F for permitted accessory golf course buildings
- 6) List of permitted buildings in expanded Ag(b) zone be updated to reconcile with new proposed and existing accessory golf buildings.

Figure 4. “Site 1” Preliminary Development Plans and Site Photo



Location of “Site 1”

Proposed New Maintenance Building at Site 1



Site of New Storage Building (will require a proper site plan) Photo of Site 1

Additional site context is included as Attachment 1, and maps and plans in Attachment 2. The applicant has submitted a letter further describing the proposed uses and rationale. It is included as Attachment 3.

ANALYSIS

Policy/Regulatory

Islands Trust Policy Statement

The proposed rezoning does not appear to be contrary or at variance with any Policy Statement directive policies; however a more comprehensive review with a checklist will be provided at consideration of first reading if the application proceeds to that stage.

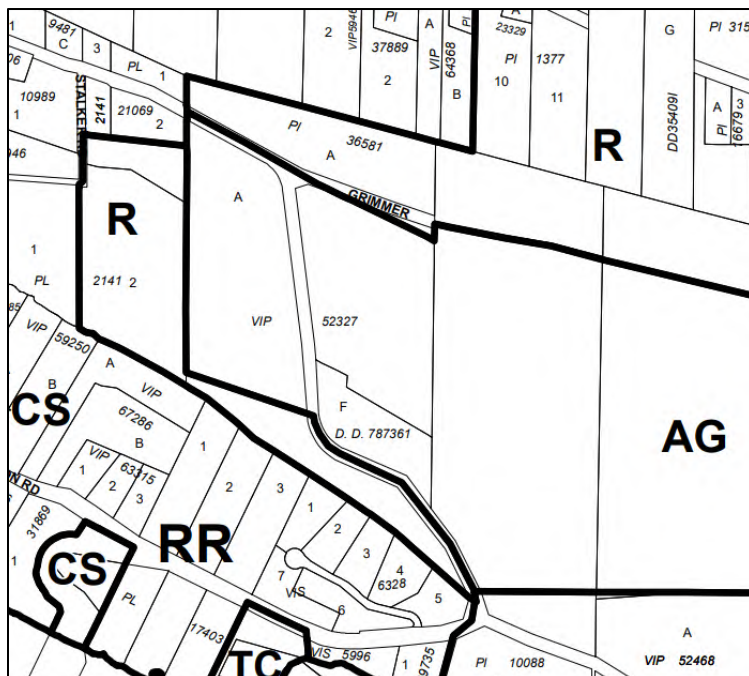
Demonstration of proof and water and septic capacity for the proposed development would be required to satisfy Policy 4.4.2 in respect of freshwater resources.

Official Community Plan

The subject properties are both split designated as Rural (R) and Agriculture (A) in the North Pender Island Official Community Plan No. 171 (OCP).

If rezoning was approved to change areas currently zoned from R to Ag (b), the OCP designation maps would also need to be amended to change the designation of these areas from Rural to Agriculture.

Figure 5. Current OCP Designations



The OCP has no specific policies related to the golf course. Rural Land Policy 2.1.2.5(d) should be considered:

- d) Prior to approval, the Local Trust Committee should satisfy itself that any relevant land use issues are addressed, including, but not limited to, slope stability, potable water, septic disposal capability, appropriate clustering, environmental impacts, visual impacts, archaeological resources, climate change impacts and the cumulative impacts of such applications on the availability of future housing.

Relevant Agriculture Policies that will need to be considered include 2.2.15 and 2.2.16:

2.2.15 When it considers rezoning applications that are not related to farming, the Local Trust Committee will ensure that the proposed new use will not reduce the quality and quantity of water for farming and the proposed new use should not result in

ADOPTED

either a decrease or an increase in water flows onto to, or from, adjacent agricultural land. Rezoning applications which might affect farmland will be referred to the Regional Agrologist for comment.

2.2.16 When it considers rezoning applications for land that borders agricultural land, the Local Trust Committee will ensure that zoning changes are not made in a way that would have a negative effect on farming and the applicant may be required to provide qualified professional advice on the potential impacts on farming.

Development Permit Areas

There is only a small portion of Woodland DPA 1 located in the Rural zoned area of Parcel F (Figure 6).

Figure 6. Development Permit Areas



Land Use Bylaw

The properties are currently zoned as follows:

- Lot A: Primarily AG(b), with a western extension zoned Rural
- Parcel F: East side of Otter Bay Road zoned AG; west side (including Site 1) zoned Rural

The current zoning for the Ag(b) zoned portion is as follows:

2	AG(b)	Lot A, Plan VIP52327, Section 17 and that Portion of Parcel F, DD78736I, Section 17.	Despite Subsection 5.6(1), the only uses permitted in this location are those permitted by Article 5.6(1)(c) and a golf course, including an <i>accessory</i> golf club house containing an <i>accessory restaurant</i> and pro-shop and five (5) <i>accessory</i> golf course <i>buildings</i> , including one equipment shed, one maintenance building, two golf cart storage sheds and one <i>pump/utility shed</i> .
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The following buildings currently exist on Lot A and Parcel F. Buildings 4 and 5 are included in Ag(b) by regulation, despite being located on Parcel F (Table 1 and Figure 7).

Table 1. List of existing Golf Course Buildings

Building type	Location	Survey reference	Property	Zoning
Maintenance shed	Lot A, top, on west side of Otter Bay Road	1	Lot A	AG(b)
Club house	Lot A, lower third, on east side of Otter Bay Road	2	Lot A	AG(b)
Equipment storage shed	Lot A, lower third, to southeast of Club house	3	Lot A	AG(b)
Cart storage sheds	Parcel F, lower third, south of Equipment storage shed	4 & 5	Parcel F	AG
Pumphouse	Lot A, upper third, on west side of Otter Bay Road	6	Lot A	AG(b)
Utility shed	Parcel F, middle, on west side of Otter Bay Road	7	Parcel F	Rural
Outhouse	Lot A, in the northwest corner, on the east side of Otter Bay Road	8	Lot A	AG(b)
Outhouse	Lot A, on the west property line	9	Lot A	AG(b)
Pumphouse	Near the Maintenance shed	10	Lot A	AG(b)

Sea Can	Parcel F, on the west side of Otter Bay Road	11	Parcel F	Rural
Pumphouse	Lot A, east of the Western Pond	12	Lot A	AB(b)

Figure 7. Location of Golf Course Buildings



As stated above, PIGC is requesting the following changes to the LUB:

- 1) A replacement maintenance building and new storage building be permitted in the AG(b) zone , both to be located in 'Site 1' (Figure 4), with a maximum combined floor area of 279 m²
- 2) The maximum height of the replacement maintenance building and new storage building at Site 1 is requested to be 10 m consistent with what is permitted in the LUB for *agriculture* buildings
- 3) The existing sea can for storage and pump house in Site 1 be added to the list of permitted accessory golf course buildings. Additional cart storage buildings may also be requested.
- 4) An accessory dwelling be added as a permitted use within the site specific Ag (b) zone with a maximum floor area of 105 m² (will be subject to demonstration of proof of water and septic disposal capacity)
- 5) Interior setbacks be removed between Lot A and Parcel F for permitted accessory golf course buildings

- 6) List of permitted buildings in expanded Ag (b) zone be updated to reconcile with new proposed and existing accessory golf buildings.

A full list of estimated building requirements over the next 5 to 10 years is provided on page 16 of Attachment 3. As the application is only at a preliminary stage, information in this table may evolve as the rezoning application proceeds and more information is provided, including building counts and maximum floor area limits.

Issues and Opportunities

Community Benefit and Surrounding Uses

PIGC is a non-profit organization that directly provides recreational benefits and employment opportunities to the community.

At the outset it appears there would be minimal impacts of rezoning given there are no immediate neighbours and the development is reasonable in scale for the size of the combined parcels and current use as a golf course.

Terms of Reference

Should the LTC direct staff to proceed, staff will issue a terms of reference (TOR) consistent with the [North Pender Island Development Approval Information Bylaw No. 134 \(DAI\)](#). This TOR will further describe the reporting requirements of the applicant in respect of the rezoning proposal. In this case, it will include the requirement for an updated site plan accurately siting the proposed storage building at Site 1, ecological assessment report for the proposed development at Site 1, proof of water and septic capacity, for the proposed accessory dwelling, and verification of the legality of the existing outhouses.

The LTC may also request that the applicant provide any additional information that is needed to support their decision-making as the application proceeds.

Water and Septic

Water is provided to the existing golf course buildings from a deep well pump located at Site 1. Water for the golf course is provided from the golf course ponds.

Well capacity for any additional water use, including for a proposed new caretakers dwelling, would require a letter from a professional hydrogeologist confirming the existing well has the capacity to supply the proposed new and current uses. Staff will include this requirement in the TOR.

In respect of septic, PIGC understands that there is a septic connection (used by the former mobile home) from Site 1 to the main septic field used by the clubhouse. PIGC will attempt to locate this connection as part of site preparation for the maintenance building and understand that compliance with relevant regulations is required, before actually re-connecting.

Along with the caretakers building, septic capacity will also need to be demonstrated for any other proposed additional septic uses (e.g. for new maintenance building if needed). Staff will include in the TOR.

Existing Outhouses

There are two outhouses on the parcel. PIGC is not certain if Island Health is aware of or has approved these outhouses. PIGC states 'they are "traditional" outhouses with dug pits and no water and have been in place for decades. Their use is quite limited and accordingly, we have not had to worry about the pits getting full.'

Staff have concerns that the outhouses are not legal and may be prohibited by Island Health. Staff will include a requirement in the TOR for the applicant to confirm the regulatory status of the outhouses.

Site 1 Geotech Assessment

An initial Geotech assessment has been conducted by Ryzuk Geotechnical and concludes as follows:

"We anticipate that site preparation for a proposed building within the North Site would consist of stripping out any topsoil and removing the spoil piles, widening the area by placement of engineered fill and relocating the existing driveway to the northeast, scaling the top of the berm to remove overhanging soil and precariously situated boulders, and construction of a rock hazard barrier, such as a lock block wall or fence, and/or catchment ditch. To level the site engineered fill would need to be placed throughout the centre and southeast end of the proposed building area and/or rock chipping/blasting would need to be performed within the northwest end."

If rezoning was approved, PIGC would be required to have Ryzuk back on site to establish plans for the rock hazard barrier and general site preparation. Building permit approval would also require engineered geotechnical plans. As such, at this time staff will request no further geotech reports in the TOR. A final version of the geotechnical report will be provided to the LTC when available.

Ecological Assessment

Consistent with the DAI, staff will require that the applicant provide an Ecological Assessment Report that includes at a minimum for the proposed development at Site 1:

- a. Property location and description including background and history of use of subject parcel and adjacent properties;
- b. Identification of existing structures, roadways and other development features;
- c. Desktop review of ecological, landform and other relevant spatial data layers;
- d. Site inventory including identification of significant sensitive terrestrial and aquatic ecosystem features and species on subject parcel and adjacent properties;
- e. Conclusions and recommendations with respect to suitability and impact of proposed uses including potential cumulative impacts, siting of development infrastructure and driveway/parking areas, measures to reduce impacts to neighbouring properties and ecosystems during construction and operation, and future site monitoring requirements if necessary.

Consultation

Draft amending bylaws would be sent to potentially affected government agencies and First Nations for referral.

In this case, as there is a required OCP amendment, the LTC would need to hold a public hearing between first and third reading of the draft bylaws. Public hearing notice would be posted as per statutory and bylaw requirements in advance of a public hearing, including notification of the proposed rezoning to all properties located within 100 metres of the subject property.

Typically, a Community Information Meeting (CIM) is also held prior to a public hearing. With direction from LTC, these would be scheduled either separately or concurrently after draft bylaws are complete, reviewed and have received at least first reading.

Archaeological Sites

Islands Trust reviews all applications/permits to ensure the preservation and protection of cultural heritage, archaeological sites, and ancestral places. In this case, there are no registered archaeological sites on the subject property, however there is high archaeological potential identified.

Further to that review, staff will direct the applicant to the following guidelines:

- All archaeological and cultural heritage is protected under the *Heritage Conservation Act* and areas of archaeological potential may contain undocumented archaeological sites which would be automatically protected under the *Heritage Conservation Act* (including all intact or disturbed sites), and require a permit from the BC Archaeology Branch. Further information regarding permits: <https://www2.gov.bc.ca/gov/content/industry/natural-resource-use/archaeology/permits>
- In the event that archaeological features or materials are found, either intact or disturbed on the subject property, stop work immediately and contact the BC Archaeology Branch at 250-953-3334 or archaeology@gov.bc.ca.

Rationale for Recommendation

The recommendations on page 1 are supported as:

- The proposed new golf course development would support the non-profit society in providing better recreational services to the community and broader user base;
- There are longstanding issues and inconsistencies with the existing Pender Island Golf Course zoning that would benefit from being cleaned up;
- Directing staff to proceed will trigger the issuance of a terms of reference (TOR) that will identify any additional information and professional reports required from the applicant; and,
- A draft bylaw will facilitate First Nations and agency referrals and public input to identify any issues or concerns with the proposed rezoning.

ALTERNATIVES

The LTC may consider the following alternatives to the staff recommendation:

1. Request further information

The LTC may refer back to staff requesting further information prior to making a decision. Recommended wording for a resolution is as follows:

That the North Pender Island Local Trust Committee request that staff report back with....

2. Deny the application

The LTC may deny the application. Recommended wording for the resolution is as follows:

That the North Pender Island Local Trust Committee proceed no further with application NP-PL-RZ-2026-0184 (Eigl).

3. Hold the application in abeyance

The LTC may choose to hold the application in abeyance.

4. Receive for information

The LTC may receive the report for information.

NEXT STEPS

Based on direction from the LTC, staff will initiate the drafting of amending bylaws and issue a TOR to the applicant consistent with the DAI bylaw.

Submitted By:	Brad Smith, Island Planner	June 25, 2026
Concurrence:	Mary Storzer, Regional Planning Manager	June 25, 2026

ATTACHMENTS

1. Site Context
2. Mapping and Plans
3. Rezoning summary from Applicant

ATTACHMENT 1 – SITE CONTEXT

LOCATION

Legal Description	Parcel F - PARCEL F (DD 787361) OF SECTION 17, PENDER ISLAND, COWICHAN DISTRICT, EXCEPT PARTS IN PLANS 22933 AND 36581 Lot A - Lot A, Section 17, Plan VIP52327
PID	Parcel F - 009-675-698 Lot A - 017-337-178
Civic Address	2305 Otter Bay Road, Pender Island, BC

LAND USE

Current Land Use	Golf course
Surrounding Land Use	Rural Residential, Agricultural, Rural

HISTORICAL ACTIVITY

File No.	Purpose
NP-DVP-2015.3	Variance for access ramp to clubhouse
NP-LCB-2009.1 and NP-LCB-2013.1	Liquor license approvals for club house

POLICY/REGULATORY

Official Community Plan Designations	Subject properties are both split designated as Rural (R) and Agriculture (A) There is a small portion of Woodland DPA 1 located in the Rural zoned area of Parcel F
Land Use Bylaw Zoning	- Lot A: Primarily AG(b), with a western extension zoned Rural - Parcel F: East side of Otter Bay Road zoned AG; west side (including Site 1) zoned Rural
Other Regulations	None
Covenants	None
Bylaw Enforcement	No active files.

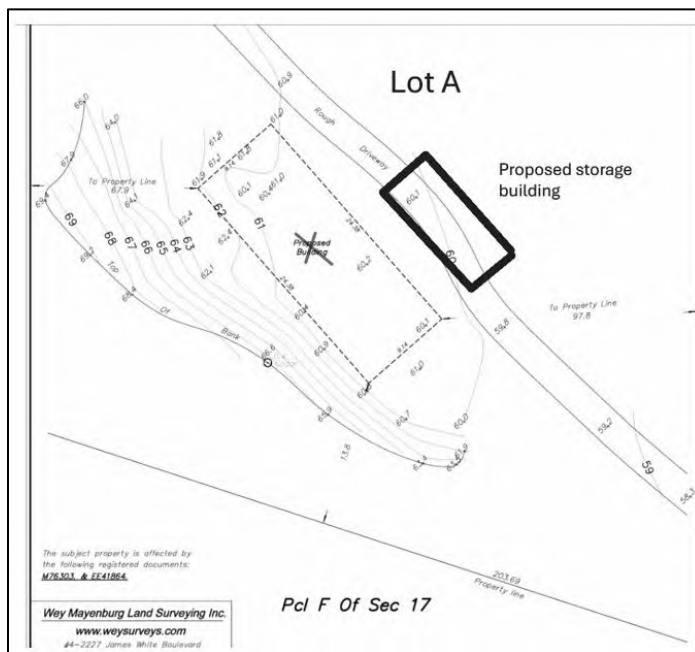
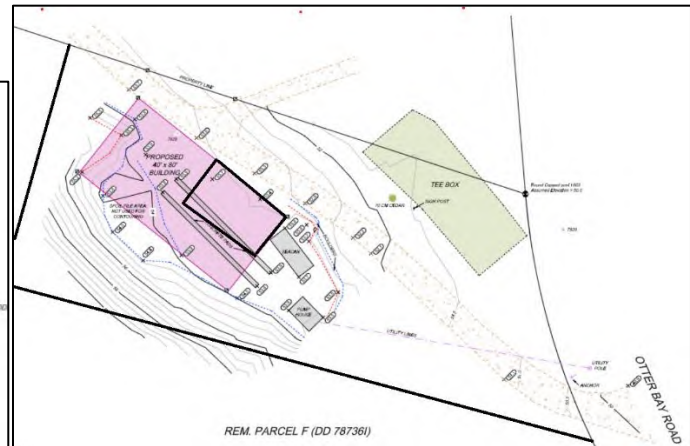
SITE INFLUENCES

Islands Trust Conservancy	No adjacent ITC covenants or parcels
Regional Conservation Strategy	Not applicable
Species at Risk	Grand Fir/Dull Oregon Grape habitat in mature forest band Secure CDC data extending across entire region
Sensitive Ecosystems	Band of mature woodland forest in Rural portion of parcel F
Hazard Areas	Moderate and low risk slope near site 1 (see mapping)
Archaeological Sites	There are no designated archaeological sites on the property or in the immediate vicinity but there is high potential identified. Owners and the

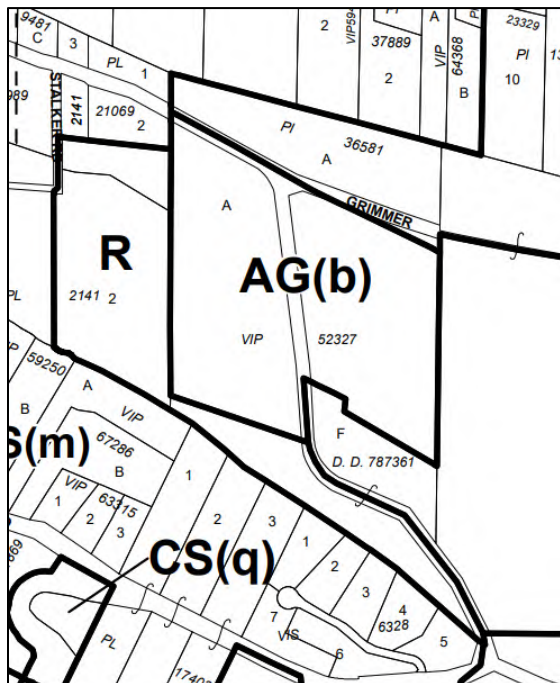
	applicant should be aware that there is a chance that the lot may contain previously unrecorded archaeological material that is protected under the <i>Heritage Conservation Act</i>. If such material is encountered during development, all work should cease and Archaeology Branch should be contacted immediately as a <i>Heritage Conservation Act</i> permit may be needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work.
Climate Change Adaptation and Mitigation	N/A
Shoreline Classification	Not Applicable
Shoreline Data in TAPIS	Not Applicable

ATTACHMENT 2 – MAPS, PLANS, DRAWINGS

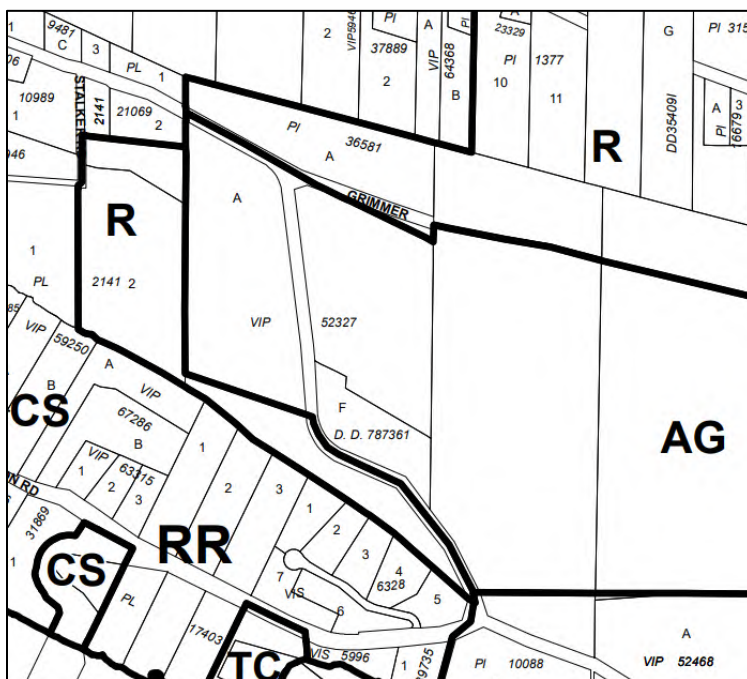
2.1 PRELIMINARY SITE PLANS – SITE 1



2.2 ZONING



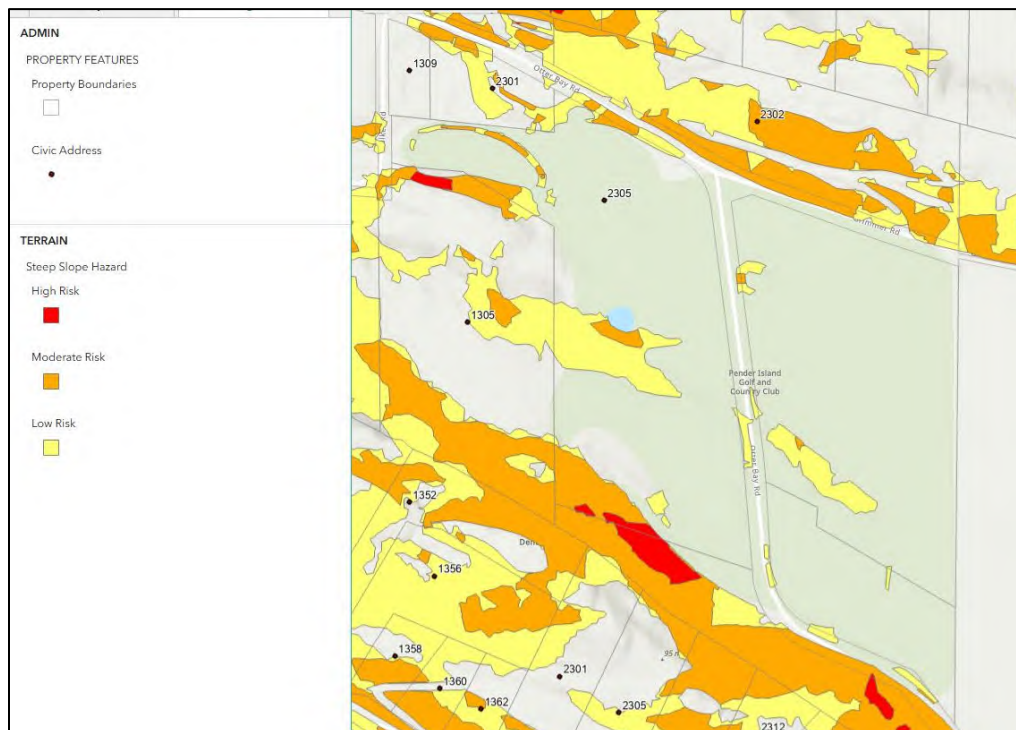
2.3 OCP DESIGNATIONS



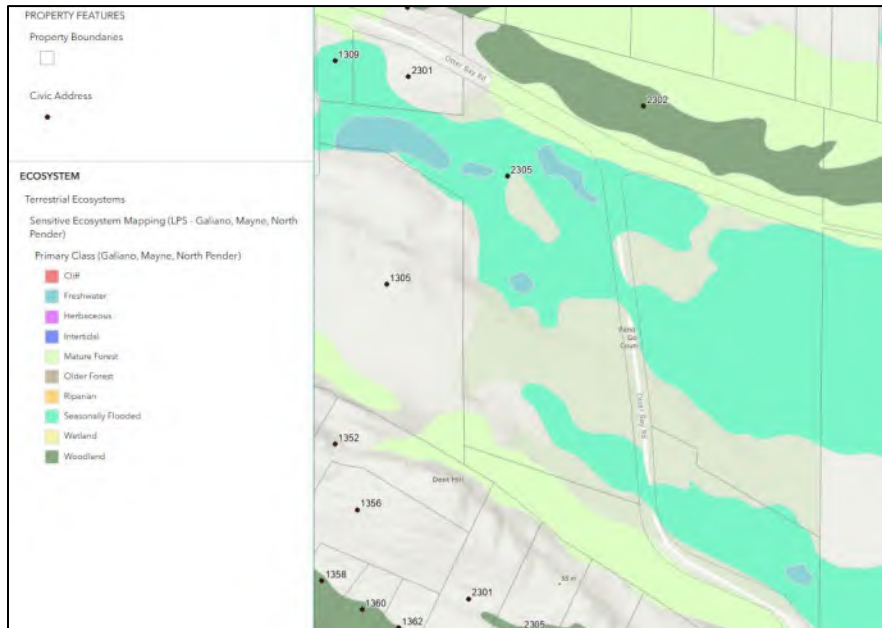
2.4 AREAS PROPOSED FOR REZONING



2.5 STEEP SLOPE MAPPING



2.6 SENSITIVE ECOSYSTEMS



2.7 DEVELOPMENT PERMIT AREAS



Pender Island Golf Club Rezoning and Regulation Amendment Submission

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Introduction

The Pender Island Golf Club (the "Club") respectfully submits this application requesting amendments to the North Pender Island official community plan, zoning map and associated regulations. These changes are essential to support the long-term sustainability of the golf course, ensure responsible land stewardship, and allow the Club to replace aging infrastructure critical to ongoing operations.

The Club requests that three portions of property owned by the Club be rezoned to AG(b) (golf course, within Agricultural zoning), to reflect their long-standing use as part of the Course. Details are provided in Section 3.

In addition, the Club requests that the regulations related to the AG(b) zone be adjusted to better align with regulations related to the specific building type. Details of requested regulation changes are provided in Section 5.

1. Background on the Pender Island Golf Club

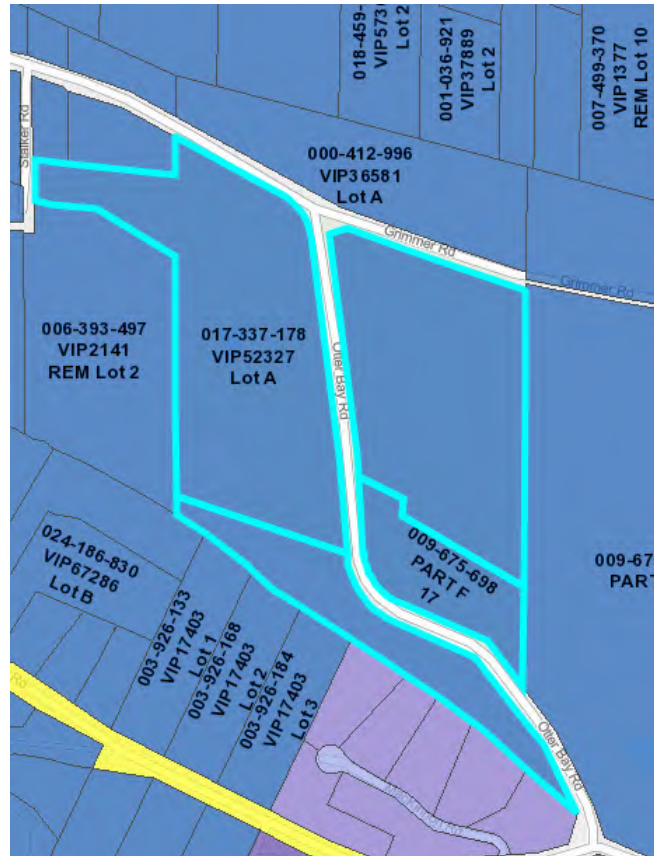
The original Pender Island Golf and Country Club was incorporated in 1945. In 1962, seeking broader membership and expanded use, it was renamed the Pender Island Community Centre, though the expanded mandate did not materialize. A new Pender Island Golf and Country Club was formed in 1963 and leased what would become Lot A. In 1970, the Community Centre sold the property to the Club for \$1 and dissolved.

The Club operates as the Pender Island Golf Club and is a not-for-profit society under British Columbia law. It is open to members and the public, and while members operate the course with staff support, they hold no ownership interest in the Club's assets. These assets—land, buildings, and equipment—are effectively community assets.

The Club owns two properties that together comprise the nine-hole golf course:

- Lot A, Section 17, Plan VIP52327
- Parcel F, Section 17, DD 787361, except Plans 22933 and 36581

Image 1 – Site Plan of the golf course



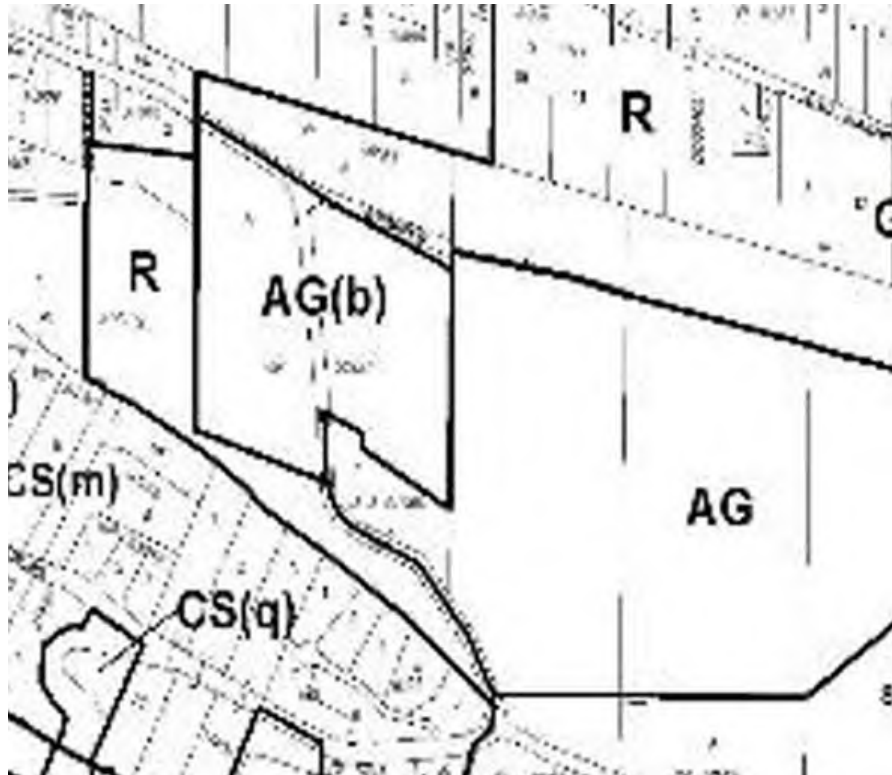
2. Current Zoning

The properties are currently zoned as follows:

- Lot A: Primarily AG(b), with a western extension zoned Rural
- Parcel F: East side of Otter Bay Road zoned AG; west side (including Site 1) zoned Rural

This split zoning does not reflect the long-standing use of these lands as part of the golf course.

Image 2 – Zoning Map



3. Rezoning Request

The Club seeks to rezone the following to formally recognize their use as part of the Course:

- Site 1, located on the west side of Otter Bay Road within Parcel F, from Rural to AG(b). In addition to its use as part of the Course, rezoning will allow building of a new maintenance and possibly, a storage facility. The location of Site 1 is shown in Image 3 and 4, below.
- The portion of Parcel F located on the east side of Otter Bay Road, from AG to AG(b).
- The western extension of Lot A, from R to AG(b).

3.1 Need for a New Maintenance and Storage Facility

The current maintenance building, constructed in the early years of the golf course, is beyond repair and poses environmental and operational concerns due to its proximity to ponds which form part of the water drainage system for the whole valley in which the course is located. The Club also has an equipment storage shed currently used to store golf carts and is not available to store equipment.

3.2 Evaluation of Alternative Sites

A 2025 business case evaluated multiple potential locations for a combined maintenance and storage facility. Site 1, located within Parcel F, emerged as the most practical and environmentally responsible location because it already has road access, hydro, and water, and avoids disruption to the course layout.

In order to reduce the overall costs of construction, the Club is considering a separate storage building, to be located on Lot A as shown in Image 5 (to the northwest of Site 1) and described as Site 2.

3.3 Rezoning of the two other portions

The other two portions subject to this application have been used as an integral part of the Course, since the early 1990's in the case of the western extension of Lot A, and since the early 1980's in the case of the portion of Parcel F on the east side of Otter Bay Road.

Image 3 – Location of Site 1

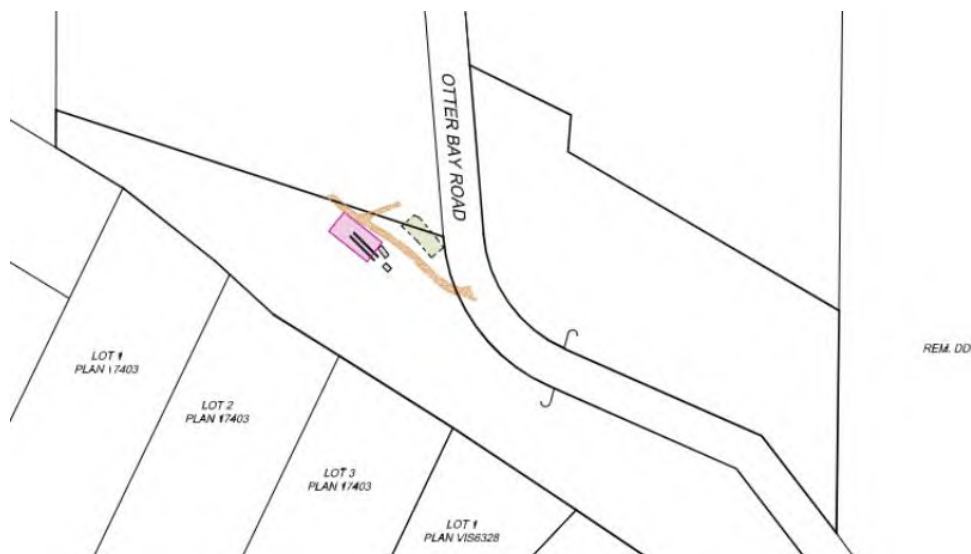


Image 4 – Site Plan for Site 1

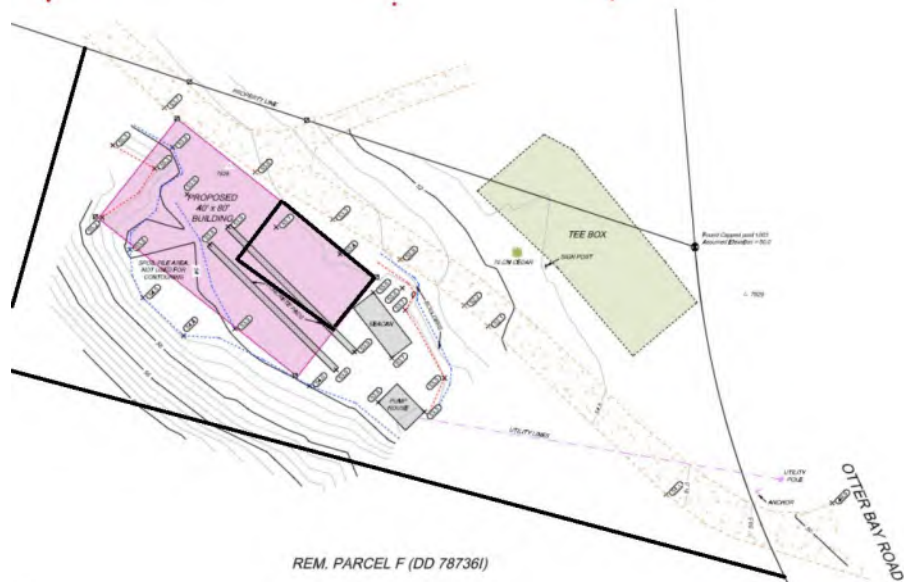
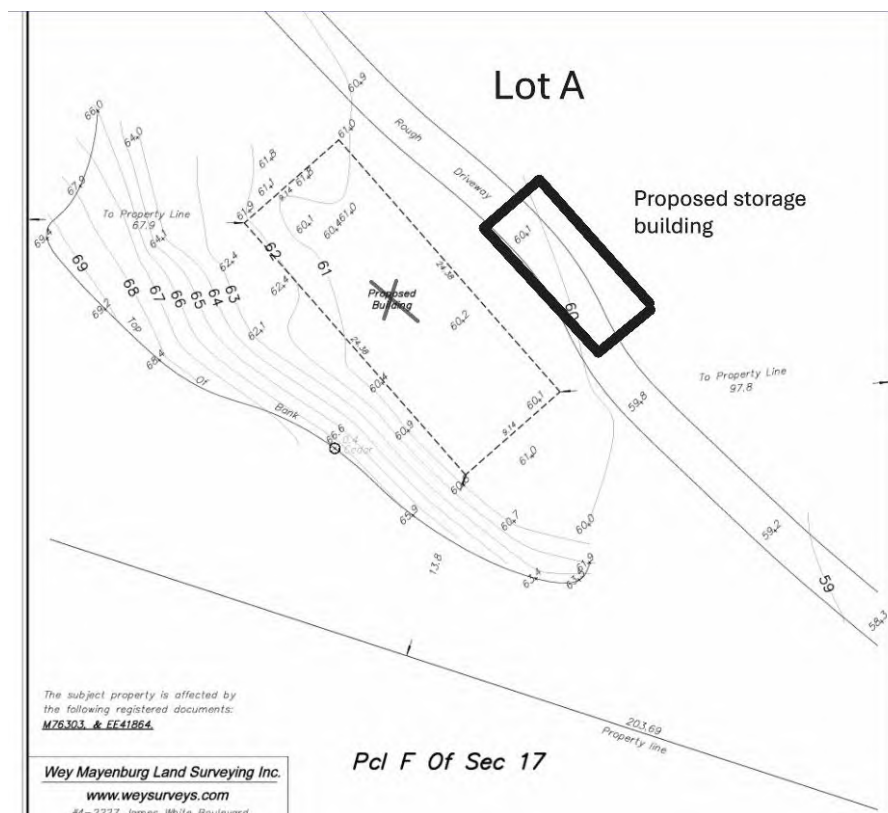


Image 5 – location of proposed storage building



4. Impact of Rezoning

The rezoning of the three portions to AG(b) will:

- Align zoning with long-established land use
- Enable construction of essential golf-course-related buildings
- Reduce confusion created by split zoning
- Prevent unrealistic expectations of future development on steep, impractical terrain

The Club has no intention of subdividing or selling Parcel F. Rezoning simply formalizes existing use and supports responsible facility renewal.

5. Requested Regulation Changes

To support long-term infrastructure planning, the Club requests amendments to the AG(b) regulations:

5.1 Replace Building Count Limits with Permitted Building Types

- Commercial: clubhouse, restaurant, pro shop, office trailer
- Agricultural: maintenance building, equipment storage, cart storage
- Utility: pump houses, utility shed
- Accessory dwelling: portable residential or office trailer, Sea Cans, outhouses

A portable manufactured home was previously located on Site 1 to provide accommodation for a course superintendent. The Club would like to keep this option open in connection with the rezoning. If we were to proceed with acquiring an accessory dwelling:

- its use would be limited to accommodation or office space for the course superintendent
- the unit would be portable with a maximum width of 18 ft and length of 60 feet
- the unit would be positioned either on Site 1 or somewhere within the zone AG(b)

The Club does have to replace the office space for the Superintendent once the existing maintenance building is demolished. However, there are currently no plans to provide accommodation.

A complete list of building requirements is provided in Appendix 3.

5.2 Clarify Height Restrictions

Height limits should align with functional requirements of permitted building types.

5.3 Waive Setback Requirements for Interior Lot Lines

Lot A and Parcel F share interior lot lines that create regulatory barriers. As these properties function as a single operational unit, interior setbacks would logically need to be waived.

6. Impact on Interested Parties

The Club has carefully evaluated the potential impacts of rezoning Parcel F and constructing a new maintenance and storage facility. We believe the effects on neighbours, passers-by, and the broader community would be minimal.

6.1 Impact on Passers-By

- The proposed building(s) will be set back a minimum of 45 metres from Otter Bay Road.
- It will be positioned against a natural slope and screened by mature trees, minimizing visibility.
- The building will be designed to be visually unobtrusive and consistent with the natural surroundings.
- Relocating maintenance operations to Site 1 will allow the eventual removal of the aging maintenance building near the ponds, improving the overall aesthetics of the course.
- Otter Bay Road is frequently used by pedestrians enjoying the scenery; the proposed development will not diminish these views.

6.2 Impact on Neighbours

- The nearest residences are located on a hilltop south of Site 1 and Site 2, more than 30 metres from the proposed building(s).
- Dense forest cover and the lower elevation of the site ensure that the structure will not be visible from these homes.
- These homes are oriented southward to capture ocean views, meaning Site 1 and 2 lie behind them and outside their primary sightlines.

6.3 Environmental Considerations

- The Club has selected a site(s) that has already been cleared and previously used, minimizing ecological disturbance.
- Only limited tree removal will be required to ensure safety and protect the building(s) from falling trees.
- The Club intends to leave the remainder of Parcel F in its natural state, contributing to the island's inventory of protected green space.

6.4 Appropriate Use of the Land

The Club intends to maintain the property as a golf course in perpetuity. The proposed maintenance facility is essential to supporting this long-term use and is consistent with the historical and current function of the land.

7. Proposed Timing of Development

Assuming success in this application, the Club will proceed with the construction of the Maintenance and Storage Facility. Our priorities over the next 5 years are:

- Teardown of the existing maintenance building, and replacement of the pumphouse within that building.
- Ongoing maintenance of the storage sheds, and the Clubhouse.

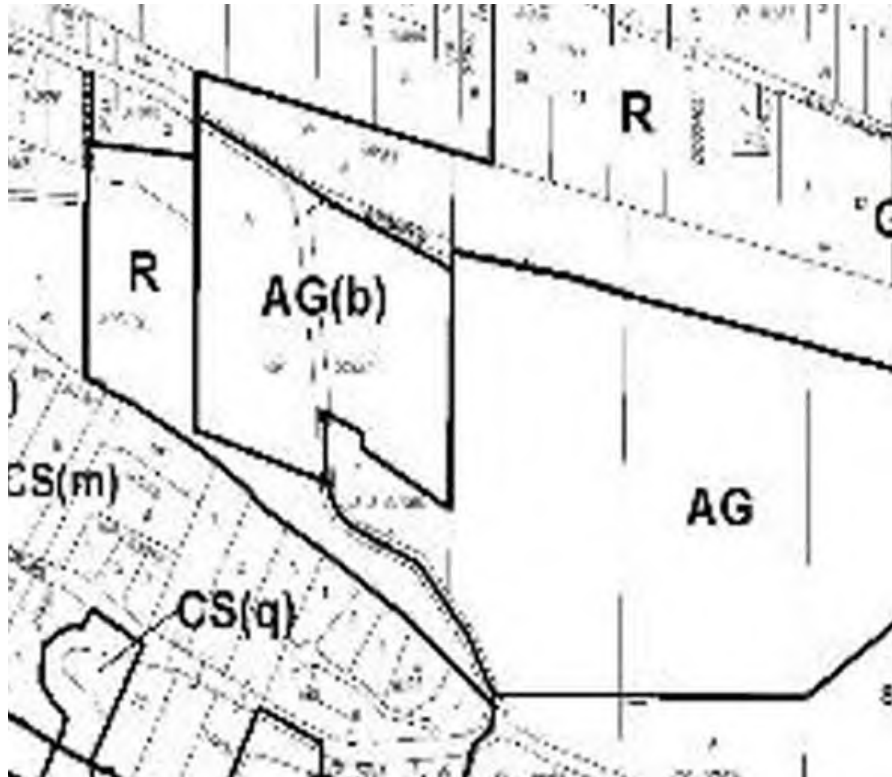
8. Existing Use of Adjacent Properties

The Golf Course is surrounded as follows:

- To the east, a farming operation provides grazing for sheep and cows.
- To the south, buffered by the cliff and the mature forest that comprise the southern portion of Parcel F, lie a number of residential properties.
- To the west, buffered by mature forest and bracken, lie two houses with larger lot sizes.
- To the north, buffered by roadway and mature forest, lie a residential property, again with a larger lot size.

Course activity drops off by later afternoon, and the area is quiet. In the warmer months, sheep often cross over and graze on the golf course in the late afternoon and early morning.

Image 5 – site plan of adjacent properties



9. Other Regulatory Considerations

The following factors have been considered in evaluating the appropriateness of Site 1 for building:

9.1 Archeological materials

Appendix 4 is a copy of the email from the Archeology Branch on the risk of finding artifacts of archaeological significance on the subject property. In evaluating the risk, we considered the following.

There is an area of high risk close to Site 1, which exists primarily on Otter Bay Road. The risk assessment is based on modelling assumptions and does not appear to be corroborated with actual findings. This area would have been significantly disturbed due to road construction. Had the modeling considered actual findings, we consider that it is likely that the risk would have been assessed as much lower.

Site 1 itself has been substantially developed in the past without indication of archaeological findings.

- The site was not originally used by the golf course since it was primarily a swampy area, not useful for human habitation.
- The northern portion of Site 1 was filled in and increased in height to establish the T box (start) of the 7th hole.
- The southern portion has previously been levelled and prepared for a mobile home and pumphouse
- Excavation for substantial footings to support the mobile home took place, and the footings put in.
- Excavation for footings to support the pump house took place. A well going down 250 ft was drilled to supply potable water.
- Excavation for a sewage connection took place for water and electrical conduit, to connect the pump house to the mobile home, took place.

To the best of our knowledge, all these activities, which included sub-surface penetration, did not identify archaeological materials. Therefore, we conclude that there is a very low probability of identifying archaeological materials in the subject area and therefore have not followed on with an archaeological assessment.

The Club understands the actions to be undertaken in the event that, notwithstanding the above, archaeological materials are found.

9.2 Geotech assessment

An initial Geotech assessment has been conducted by Ryzuk Geotechnical and concludes as follows (extract from report dated 1/26/26).

With respect to Site 1:

“We anticipate that the primary challenge to building within the South Site will be mitigating the risk of rock fall and landslide hazard from the slope to the southwest and regrading the northwest end of the site. The surface of the slope consists of boulders and topsoil/decaying plant matter, with soil consisting of sand and gravels present at the base. At the toe of the slope a sharp cut 1-2 m high is present, with an incline of approximately 45 degrees. Above the toe, the average incline of the slope is about 30 degrees. The lower 12 m of the slope is deforested, but logs and tree stumps remain along with moderate vegetation. Approximately 25 m up the slope is a tall vertical rock face with many fractures and overhangs, which will be a rockfall hazard source. Evidence of debris flows are present within the western corner of the building area from the slope.”

With respect to Site 2:

“We anticipate that site preparation for a proposed building within the North Site would consist of stripping out any topsoil and removing the spoil piles, widening the area by placement of engineered fill and relocating the existing driveway to the northeast, scaling the top of the berm to remove overhanging soil and precariously situated boulders, and construction of a rock

hazard barrier, such as a lock block wall or fence, and/or catchment ditch. To level the site engineered fill would need to be placed throughout the centre and southeast end of the proposed building area and/or rock chipping/blasting would need to be performed within the northwest end.”

If approved, we would have them back on site to establish plans for the rock hazard barrier and general site preparation.

9.3 Biological Impact Assessment

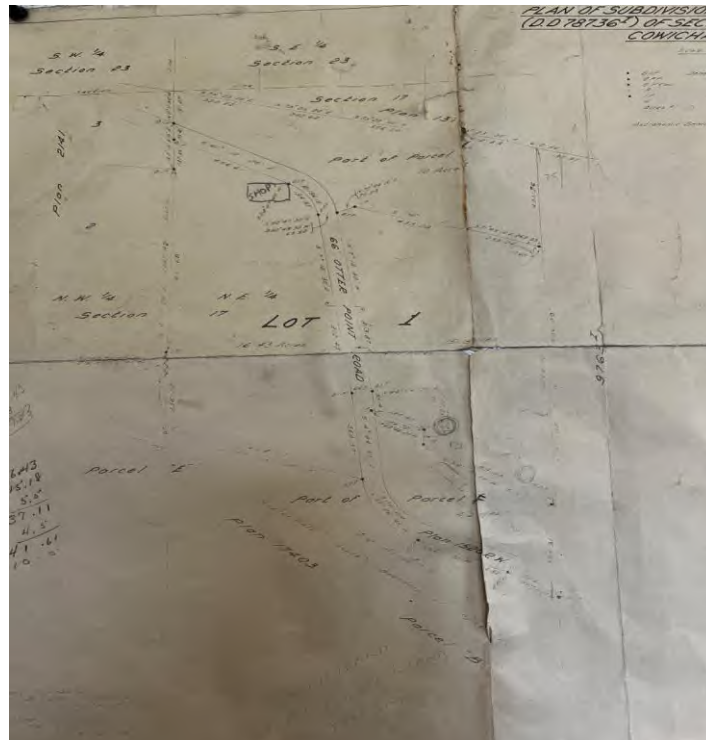
This assessment will be undertaken once Islands Trust have reviewed this filing and confirm its scope.

Appendix 1 – History of the Golf Course

The golf course lands originated from a single 50-acre property—Parcel F, Section 17—purchased in 1945 by the original Pender Island Golf and Country Club. This property was later subdivided into three components:

- Plan 36581 – approximately 10 acres north of Lot A, on the north side of Otter Bay Road and present-day Grimmer Road
- Lot A – originally 31.6 acres, expanded by approximately 2 acres around 1990
- Remaining Parcel F – approximately 10 acres

Image 5 – Site Plan from 1969



At the time of acquisition, the eastern portion of Lot A was established farmland, though prone to spring flooding and considered marginal for agriculture. It continued to support livestock grazing during the early years of golf course operation. The western portion was forested and partially cleared to create the original course layout, which began and ended near the current maintenance shed.

Image 6 – early course layout



The portion of Parcel F east of Otter Bay Road was used as a pony riding area until the 1980s and was not incorporated into the golf course until that time. The western side of Otter Bay Road, including what is now Site 1, was historically swampy and bordered by a drainage ditch.

In 1980, Plan 36581 was sold to fund construction of the current clubhouse and related improvements. This triggered a reorientation of the course so that play began and ended at the new clubhouse. As part of this redesign:

- The AG-zoned portion of Parcel F east of Otter Bay Road became the new 6th/15th fairway.
- The southern portion of Site 1, then zoned Rural, was filled and incorporated into the 7th/16th fairway.
- A well and pump house were installed on the northern portion of Site 1 to supply water to the clubhouse.
- Concrete pads were constructed to support a mobile home for the course superintendent; this dwelling was later removed.

Around 1990, an additional parcel west of Lot A was purchased to construct a dam and water storage pond. This land was consolidated into Lot A, though its zoning remained Rural.

In summary, three areas used as integral parts of the golf course have never been formally incorporated into the AG(b) zoning, despite decades of continuous golf-course use. The Club

understands that, in the absence of this rezoning application, the AG-zoned portion of Parcel F will in any event be rezoned through a future technical amendment.

Appendix 2 – Partial History of Zoning and Regulations

The earliest zoning records available to the Club date to the North Pender Island Local Trust Committee Land Use Bylaw No. 103 (1996). At that time, zoning regulations applied only to Lot A (Plan VIP52327, Section 17) and permitted the following buildings:

- Clubhouse
- Equipment maintenance building
- Equipment storage shed
- Two cart storage sheds
- One pump house

These regulations also imposed size limitations on buildings.

By 1996, however, the golf course had already expanded westward to include the water retention pond property and southward into Parcel F, including both the AG-zoned portion and Site 1.

In 2000, the regulations were amended to include the AG-zoned portion of Parcel F (east of Otter Bay Road) within the golf course zoning. The intended wording was:

Lot A, Plan VIP52327, Section 17 and that Portion of Parcel F, Plan 78736I, Section 17 shown as AG on Schedule D

However, the zoning map was not updated to reflect this change, and the final bylaw text did not incorporate the intended language. Instead, the regulation continued to reference:

Lot A, Plan VIP52327, Section 17 and that Portion of Parcel F, DD 78736I, Section 17 (Plan was changed to DD)

At the same time, building size limits were removed, but the overall structure of the regulation remained unchanged. Archival records indicate that the Club was consulted and expressed concern about size limitations but did not comment otherwise on zoning inconsistencies.

These historical anomalies have resulted in split zoning, unclear building entitlements, and unnecessary regulatory complexity—issues the current rezoning application seeks to resolve.

Appendix 3 - Building Count

The following buildings currently exist on Lot A and Parcel F. Buildings 4 and 5 are included in AG(b) by regulation, despite being located on Parcel F.

Building type	Location	Survey reference	Property	Zoning
Maintenance shed	Lot A, top, on west side of Otter Bay Road	1	Lot A	AG(b)
Club house	Lot A, lower third, on east side of Otter Bay Road	2	Lot A	AG(b)
Equipment storage shed	Lot A, lower third, to southeast of Club house	3	Lot A	AG(b)
Cart storage sheds	Parcel F, lower third, south of Equipment storage shed	4 & 5	Parcel F	AG
Pumphouse	Lot A, upper third, on west side of Otter Bay Road	6	Lot A	AG(b)
Utility shed	Parcel F, middle, on west side of Otter Bay Road	7	Parcel F	Rural
Outhouse	Lot A, in the northwest corner, on the east side of Otter Bay Road	8	Lot A	AG(b)
Outhouse	Lot A, on the west property line	9	Lot A	AG(b)
Pumphouse	Near the Maintenance shed	10	Lot A	AG(b)
Sea Can	Parcel F, on the west side of Otter Bay Road	11	Parcel F	Rural
Pumphouse	Lot A, east of the Western Pond	12	Lot A	AB(b)

This table illustrates the inconsistencies created by split zoning and the need for a unified approach.



Building requirements

The following building count is a best estimate of our requirements over the next 5 to 10 years. The space requirements are our best estimate of what is required but we request that no limit be placed.

Building type	Comments	Max Area ft	Count	Change
Maintenance building		New: 1,600 sq ft (40 x 40)	1	New
Old maintenance building	A number of projects need to be completed before this building can be decommissioned.	Existing: 1,600 (40 x 40)	1	To be decommissioned and removed from building requirements once all functions have been successfully moved.
Equipment storage shed(s)	The initial phase calls for an equipment storage shed of 60 x 20.	New: 1,200 (60 x 20) Possible:	2	Depending on the equipment requirements over the next 10 years,

Building type	Comments	Max Area ft	Count	Change
		1,200 (60 x 20) Total: 2,400 sq ft		additional space may be required.
Club house	While the clubhouse is cramped, changes to it would be low priority. Sq. ft. includes covered and balcony space.	Total: 4,860 sq ft (54 x 45 x 2 floors)	1	No change
Cart storage sheds	Due to space shortfalls, the existing equipment storage shed is being used for cart storage. Depending on membership changes, an additional storage shed may be required.	Existing: 660 (33 x 20) 720 (38 x 20) 1,000 (50 x 20) Possible: 800 (40 x 20) Total: 3,200 sq ft	4	Possibly one additional shed
Pumphouses	Pump houses are required for the following: - Main inlet pump (in old maintenance shed currently). - Equipment wash pump (could be combined with main inlet pump, or could be moved to Site 1) - Middle pond to main inlet pond - Western pond to main inlet pond	Existing: 30 (6 x 5) 49 (7 x 7) 56 (8 x 7) Possible: 144 (12 x 12) Total: 279 sq ft	4	One new shed to replace pump facility within old maintenance building. The actual count of other sheds would not change, but they may need to be replaced with new buildings or pump covers.
Utility shed	A utility shed is required at Site 1 to house electric connections for deep well pump and for maintenance building.	Total: 117 sq ft (13 x 9)	1	No change (this should be part of building count for the area currently zoned Rural.
Outhouses	Due to regulatory requirements, if required, these would likely be replaced by rental toilets. One was torn down in the last few years.	Existing: 25 (5 x 5) 30 (6 x 5) Possible 25 (5 x 5) Total: 80 sq ft	3	An additional portable toilet may be required. In addition, the existing outhouse may be replaced with portable toilets.

Building type	Comments	Max Area ft	Count	Change
Sea Cans		Existing: 160 (8 x 20) Possible: 160 (8 x20) Total: 320 sq ft	2	The existing Sea Can might need to be supplemented depending on requirements for chemical storage or other storage.
Mobile office or residential trailer	Our current plans are to purchase a used mobile office or residential trailer and place at Site 1, to replace the office in the old maintenance building.	New: 1,080 sq ft (18 x 60)	1	Previously, a mobile home was parked at Site 1 within the Rural zone. An office trailer would be similarly located.
Total	Includes old maintenance building.	15,536 sq ft 1,443 sq metres	20	

Appendix 4 – Results of Archaeological Inventory Search

From: "Cooper, Diana FOR:EX" <Diana.Cooper@gov.bc.ca>
Subject: RE: Data Request: Heath lansdowne - heath lansdowne design studio

Date: December 18, 2025 at 09:53:58 PST

To: Heath lansdowne <heathl@design@icloud.com>

Hello Heath,

Thank you for your archaeological information request regarding the property legally described as PARCEL F (DD 78736I) OF SECTION 17, PENDER ISLAND, COWICHAN DISTRICT, EXCEPT PARTS IN PLANS 22933 AND 36581, PID 009675698. Please review the screenshot of the property below (outlined in yellow) and notify me immediately if it does not represent the property listed in your information request.

Results of Provincial Archaeological Inventory Search

According to Provincial records, there are no known archaeological sites recorded on the subject property.

However, archaeological potential modelling for the area indicates there is high potential for previously unidentified archaeological sites to exist on the property, as indicated by the purple areas shown in the screenshot below.

Archaeological potential modelling is compiled using existing knowledge about archaeological sites, past indigenous land use, and environmental variables. Models are a tool to help predict the presence of archaeological sites, and their results may be refined through further assessment.

Archaeology Branch Advice

If land-altering activities (e.g., home renovations, property redevelopment, landscaping, service installation) are planned for the subject property, a Provincial heritage permit is not required prior to commencement of those activities.

However, a Provincial heritage permit will be required if archaeological materials are exposed and/or impacted during land-altering activities. Unpermitted damage or alteration of a protected archaeological site is a contravention of the *Heritage Conservation Act* and requires that land-altering activities be halted until the contravention has been investigated and permit requirements have been established. This can result in significant project delays.

Therefore, the Archaeology Branch strongly recommends engaging an eligible consulting archaeologist prior to any land-altering activities. The archaeologist will review the proposed activities, verify archaeological records, and possibly conduct a walk-over and/or an archaeological impact assessment (AIA) of the project area to determine whether the proposed activities are likely to damage or alter any previously unidentified archaeological sites.

Please notify all individuals involved in land-altering activities (e.g., owners, developers, equipment operators) that if archaeological material is encountered during development, they **must stop all activities immediately** and contact the Archaeology Branch for direction at 250-953-3334.

If there are no plans for land altering activities on the property, no action is required at this time.

Rationale and Supplemental Information

- There is high potential for previously unidentified archaeological deposits to exist on the property.
- Archaeological sites are protected under the *Heritage Conservation Act* and must not be damaged or altered without a Provincial heritage permit issued by the Archaeology

Branch. This protection applies even when archaeological sites are previously unidentified or disturbed.

- If a permit is required, be advised that the permit application and issuance process takes approximately 20 to 40 weeks; the permit application process includes referral to First Nations and subsequent engagement.
- The Archaeology Branch must consider numerous factors (e.g., proposed activities and potential impacts to the archaeological site[s]) when determining whether to issue a permit and under what terms and conditions.
- The Archaeology Branch has the authority to require a person to obtain an archaeological impact assessment, at the person's expense, in certain circumstances, as set out in the *Heritage Conservation Act*.
- Occupying an existing dwelling or building without any land alteration does not require a Provincial heritage permit.

How to Find an Eligible Consulting Archaeologist

An eligible consulting archaeologist is one who can hold a Provincial heritage permit to conduct archaeological studies. To verify an archaeologist's eligibility, ask an archaeologist if he or she can hold a permit in your area, or contact the Archaeology Branch (250-953-3334) to verify an archaeologist's eligibility. Consulting archaeologists are listed on the BC Association of Professional Archaeologists website (www.bcapa.ca) and in local directories. Please note, the Archaeology Branch cannot provide specific recommendations for consultants or cost estimates for archaeological assessments. Please contact an eligible consulting archaeologist to obtain a quote.

Questions?

For questions about the archaeological permitting and assessment process, please contact the Archaeology Branch at 250-953-3334 or archaeology@gov.bc.ca.

For more general information, visit the Archaeology Branch website at www.gov.bc.ca/archaeology.

If your request was submitted to fulfill requirements for a building permit application, this response can be forwarded to Municipal or Regional District planning offices as confirmation of having contacted the Archaeology Branch.

Kind regards,

Diana



Please note that subject lot boundaries (yellow) and areas of archaeological potential (purple) indicated on the enclosed screenshot are based on information obtained by the Archaeology Branch on the date of this communication and may be subject to error or change. If you are experiencing difficulties viewing the layers in the above screenshot, please contact us.

Diana Cooper
Archaeologist/Archaeological Information Specialist

Archaeology Branch | Ministry of Forests

Phone: [\(250\) 953-3343](tel:2509533343)

Email: diana.cooper@gov.bc.ca | Website www.gov.bc.ca/archaeology

END OF CONTENT.