

ADOPTED

North Pender Island Advisory Planning Commission MINUTES

Date: July 29, 2024

Location: Electronic

Members Present: Peter Pare, Chair
Mary Beth Rondeau, Vice-Chair
Gregory Nicholls, Member
Julia Nicholls, Member
Lisa Baile, Member

Staff Present: Brad Smith, Island Planner
Carly Bilney, APC Secretary

There were no members of the public present.

1. Call to Order

The Advisory Planning Commission Secretary called the meeting to order at 10:00 a.m.

Introductions were made and Planner Smith provided an overview of the roles of Advisory Planning Commission members including items such as:

- Meetings are open to the public and notification must be made five days in advance
- Three people will constitute a quorum on this Commission
- Minutes of each meeting are to be sent to the Islands Trust within seven days
- Meetings can be hybrid (virtual and in-person) as long as a public place for convening is provided
- It is up to the Commission to decide who will author reports and recommendations to submit to the Local Trust Committee, and the Chair will have final signing authority
- The Local Trust Committee has full discretion as to how to consider advice from the Advisory Planning Commission
- Commission members are to be transparent and properly manage conflict of interest
- If requested, staff can provide the Commission with examples of reports from other Advisory Planning Commissions for guidance

Discussion was held about the specific referral currently before the Advisory Planning Commission (NP-2024-36), and the following comments were made:

- The North Pender Local Trust Committee has not yet opted into the housing statute changes
- Currently, the temporary-use permit (TUP) guidelines allow short-term vacation rentals (STVR) on North Pender; if the Local Trust Committee opted into the new rules, residents could not have a TUP for STVR

- The Advisory Planning Commission might discuss ways in which the Housing Toolkit can effectively apply to North Pender, or how the Toolkit can be improved; it may be helpful to look at what other islands are doing
- The Housing Toolkit is part of a larger Housing Access and Affordability Project that is just kicking off
- Planner Smith will send to the Advisory Planning Commission the Staff Report in the July 26 Local Trust Committee meeting agenda package that outlines the web-based qualitative housing needs survey on North Pender

Planner Smith left the meeting at 11:00 a.m.

2. Approval of Agenda

By general consent, the agenda was approved as presented.

3. Selection of APC Chair

NP-APC-2024-001

It was Moved and Seconded,

that the North Pender Advisory Planning Commission appoints Peter Pare as Chair.

CARRIED

4. Selection of APC Vice-Chair

NP-APC-2024-002

It was Moved and Seconded,

that the North Pender Advisory Planning Commission appoints Mary Beth Rondeau as Vice-Chair.

CARRIED

5. Discussion of Referral NP-2024-36

Discussion was held about how to proceed with the referral. The Commission agreed to create a list of questions that relate to the housing statute changes, and to send this list to Islands Trust staff before the next Advisory Planning Commission meeting. The following questions were raised:

- Have any other Local Trust Committees in the Islands Trust opted into the new housing statutes?
- Is it possible to opt in to only a portion of the statute?
- If buildout was maximized on North Pender, how much housing would there be?
- What are impediments to building low-cost housing?
- What are the Islands Trust bylaws that impede development of low-cost housing?

The following comments were made:

- Opting into the housing statute changes would have a profound effect on a number of things on North Pender
- The Housing Toolkit is very strong and should be implemented on North Pender

The Commission agreed to send their questions by August 6 (before the next meeting on August 12) to Chair Pare who would forward them to Planner Narissa Chadwick, a primary author of the Housing Toolkit; the Chair will also invite Planner Chadwick to attend the next meeting.

6. Next Meeting

Next Advisory Planning Commission meeting scheduled for August 12, 2024 at 9 a.m. via Zoom

7. Adjournment

By general consent the meeting was adjourned at 11:30 a.m.

Peter Pare, Chair

Certified Correct:

Carly Bilney, Recorder