



DATE OF MEETING: March 24, 2022  
TO: North Pender Island Local Trust Committee  
FROM: Kim Stockdill, Island Planner  
Southern Team  
COPY: Robert Kojima, Regional Planning Manager  
SUBJECT: LUB Review Project

## RECOMMENDATION

1. That the North Pender Island Local Trust Committee (LTC) to provide direction to make any revisions to the draft Land Use Bylaw.

## REPORT SUMMARY

The purpose of this report is to introduce further amendments to the draft bylaw document and to outline next steps for the project.

## BACKGROUND

The project was identified by the LTC in late 2019 and the project charter was endorsed in January 2020 (attached). The objective of the project is to implement Official Community Plan (OCP) policies through amendments to the North Pender Land Use Bylaw (LUB). The project encompasses the following topic areas: residential floor area review, tourist Commercial regulation review, marine shoreline regulations review, agricultural regulations amendments, industrial regulation review, and minor and technical amendments.

Background information regarding the project, staff reports, Discussion Papers, PowerPoint presentations, correspondence, and the Project Charter can be found on the North Pender Project webpage:

<https://islandstrust.bc.ca/island-planning/north-pender/projects/>.

At the February 24, 2022 LTC regular meeting the LTC requested the following by general consent:

### NP-2022-24

#### It was Moved and Seconded,

that the North Pender Local Trust Committee request staff to retain the Water 1 zoning for the 11 instream private moorage applications with the Province.

**CARRIED**

Due to the size of the draft bylaw, it will not be attached to the staff report but can be found on the [Project's webpage](#) under "LUB Review Project – 8. Draft Bylaws": Blackline Draft Bylaw. The blackline version of the draft bylaw will be updated on the website prior to each subsequent LTC meeting (if changes have been made). A draft OCP amendment Bylaw No. 223 is also attached.

**ANLYSIS**

**Maximum Floor Area/Lot Coverage**

At the December 4, 2021 the LTC requested staff to provide an additional column to the proposed maximum floor area regulations that would regulate floor area for all buildings and structures on a lot based on lot coverage. The intent for this request was to better communicate lot coverage and maximum floor area regulations in the bylaw, and also to potentially align regulations with the South Pender LUB. There are a number of challenges with this approach as discussed below.

The LTC requested staff to draft a chart to regulate the total floor area for all buildings based on lot coverage (25 percent). The issues with this approach are:

- Determining the appropriate total for floor area is within a range of lot sizes. Figure 2 below shows the possible range of maximum floor areas for all buildings derived from the lot coverage of the lowest, middle, and top of scale for lot size.
- A LUB should either regulate ‘total floor area for all buildings and structures’ or ‘lot coverage’; a LUB should not include both types of regulation. In other words, if the LTC wishes to regulate the total floor area of all buildings and structures, then lot coverage would be removed from the bylaw. This is how the South Pender LUB regulates building mass: the SP LUB does not regulate lot coverage, but rather regulates the maximum floor area for all buildings.
- Adding additional floor area regulations may increase difficulty interpreting regulations.

**Figure 1 – Proposed Additional Column to Maximum Floor Area**

	Lot Area (Size of lot)	The total floor area of all buildings and structures must not exceed: (Range in possible floor areas based on lot coverage)			The floor area of a dwelling must not exceed*:
		Lowest of Scale**	Middle Scale**	Top of Scale**	
1.	Less than 0.4 ha <i>(Less than 1 acre)</i>	N/A	0.05 (5,382 ft <sup>2</sup> )	0.1 ha (10,764 ft <sup>2</sup> )	232 m <sup>2</sup> (2,500 ft <sup>2</sup> )
2.	0.4 ha to < 1.2 ha <i>(1 to 3 acres)</i>	0.1 ha (10,764 ft <sup>2</sup> )	0.2 ha (21,528 ft <sup>2</sup> )	0.3 ha (32,292 ft <sup>2</sup> )	279 m <sup>2</sup> (3,000 ft <sup>2</sup> )
3.	1.2 ha to <4 ha <i>(3 to 10 acres)</i>	0.3 ha (32,292 ft <sup>2</sup> )	0.65 ha (69, 965 ft <sup>2</sup> )	1 ha (107,639 ft <sup>2</sup> )	325 m <sup>2</sup> (3,500 ft <sup>2</sup> )
	4.0 ha or greater <i>(10 acres) or greater</i>	1 ha (107,639 ft <sup>2</sup> )	N/A	N/A	372 m <sup>2</sup> (4,000 ft <sup>2</sup> )
*For dwelling located within the <i>Agricultural Land Reserve</i>					500 m <sup>2</sup> (5,382 ft <sup>2</sup> )

The benefit of using lot coverage are:

- Lot coverage is correlated to the lot size; the smaller the lot, the smaller the maximum floor area, and the larger the lot, the higher the maximum floor area.
- The amendments to the LUB also include the addition of impermeable materials to the calculation of lot coverage. This alone will help reduce the massing of buildings as driveways, other paved surfaces and grouted pavers would now be included in the lot coverage calculation.
- The LUB already regulates lot coverage therefore retaining lot coverage would maintain consistency with the old and new LUB.

**Figure 2 – Excerpt from draft LUB Amendment Bylaw – Rural Zoning**

<b>8.2.4 Lot Coverage</b>	
(1) Lot coverage may not exceed 25 percent.	
<b>8.2.5 Maximum Floor Area</b>	
(1) Maximum floor area per lot:	
Lot Area	The floor area of a dwelling must not exceed:
Less than 0.4 ha <i>(Less than 1 acre)</i>	232 m <sup>2</sup> (2500 ft <sup>2</sup> )
0.4 ha to < 1.2 ha <i>(1 to 3 acres)</i>	279 m <sup>2</sup> (3000 ft <sup>2</sup> )
1.2 ha to <4 ha <i>(3 to 10 acres)</i>	325 m <sup>2</sup> (3500 ft <sup>2</sup> )
4.0 ha or greater <i>(10 acres) or greater</i>	372 m <sup>2</sup> (4000 ft <sup>2</sup> )
For dwelling located within the <i>Agricultural Land Reserve</i>	500 m <sup>2</sup> (5382 ft <sup>2</sup> )
(2) The maximum floor area of a cottage must not exceed 56 m <sup>2</sup> , except for a cottage located in the <i>Agricultural Land Reserve</i> is permitted to have a maximum floor area of 90 m <sup>2</sup> .	
(3) Despite Article 8.2.5(1), on a lot that contains a legal dwelling constructed prior to the adoption of this bylaw, a replacement dwelling may constructed, or the existing dwelling re-constructed or altered, provided the floor area of the replacement, re-constructed or altered dwelling does not exceed the floor area of the dwelling on the lot at the time of the adoption of this bylaw.	

Based on the above staff recommend retaining the current regulations for lot coverage in the LUB, continue to add impervious surfaces to the lot coverage calculation, and not include additional regulations for total maximum floor areas for all buildings and structures. If the LTC agree with staff’s recommendation, then no motion is required.

Impermeable Material Definition

At the February 24, 2022, the LTC discussed options to add a definition of impermeable material to the LUB. Staff have included the following definition of ‘impermeable material’ to the draft LUB amendment bylaw:

*"impermeable material" means buildings, structures, asphalt, concrete, brick, stone, and wood, grouted pavers and other surfaces that prevent water from penetrating into the ground beneath. Impermeable material does not include gravel, wood chips, bark mulch, soil pavement, wood decking with spaced boards,*

*and other materials which have permeable characteristics when in place and are not placed on a layer of material that is impenetrable by water such as plastic sheeting.*

### Cottage Floor Area

The draft LUB amendment bylaw includes the following changes to cottages:

- removes the maximum floor area of 56 m<sup>2</sup> (~600 ft<sup>2</sup>) of a cottage from the definition of ‘cottage’, and regulates maximum floor area of a cottage within each zone that the use is permitted;
- makes it explicitly clear that the height of a cottage must not exceed 9.7 metres; and
- permits a cottage to be two-storeys in height.

If the LTC wishes to increase the maximum floor area of a cottage then direction from the LTC is required. For reference, staff have included the maximum floor areas of cottages from the Land Use Bylaws of Galiano, Mayne, Saturna, and South Pender LTCs.

- South Pender LUB – cottages: maximum floor area of 70 m<sup>2</sup> (750 ft<sup>2</sup>).
- Galiano LUB – cottages: maximum floor area of 80 m<sup>2</sup> (861 ft<sup>2</sup>).
- Saturna LUB – cottages: maximum floor area of 92.9 m<sup>2</sup> (1000 ft<sup>2</sup>).
- Mayne LUB – cottages: maximum floor area of 60 m<sup>2</sup> (645 ft<sup>2</sup>) on lots less than 1 ha (2.4 acres) and 93 m<sup>2</sup> (1000 ft<sup>2</sup>) on a lot greater than 1 ha (2.4 acres).

If the LTC wishes to increase the maximum floor area of a cottage, the following motion may be used:

*That the North Pender Island Local Trust Committee request staff to amend the draft land use bylaw to increase the maximum floor area of cottages to XX m<sup>2</sup>.*

### **Commercial Tourist Accommodation (C2 Zoning)**

#### C2 Zoned MacKinnon Road Properties

At the March 12, 2022 Community Information Meeting (CIM), the property owners for 1329 and 1333 MacKinnon Road expressed their willingness to reduce the Commercial Guest Accommodation Unit (CGAU) density for:

- 1329 MacKinnon Road from 26 CGAUs to 15 CGAUs; and
- 1333 MacKinnon Road from 10 CGAUs to 5 CGAUs.

Although the property owner from 1349 MacKinnon Road supports the idea of reducing density on their property (LUB currently permits 10 CGAUs), they have not indicated what density they are willing to reduce to. Staff have encourage the property owner to contact staff or the LTC prior to the March 24<sup>th</sup> meeting.

Next steps:

In light of the willingness of the property owners to reduce density on their properties, staff recommend the LTC forgo the option of registering a Section 219 covenant and reduce the density for the properties located at 1329, 1333, and 1349 MacKinnon Road.

If the LTC wishes to decrease density for the MacKinnon Road properties, the following motion may be used:

*That the North Pender Island Local Trust Committee request staff to amend the draft land use bylaw to decrease commercial guest accommodation units density for 1329 MacKinnon Road to 15, 1333 to 5, and for 1349 to X.*

**Figure 3 – MacKinnon Rd C2 zoned properties**

<b>Property</b>	<b>Zoning</b>	<b>Property Information</b>	<b>Comments</b>
1325 MacKinnon Rd	C2(e) – permits 9 CGAUs.	-1 dwelling unit and 1 trailer 0.56 ha (1.4 acres) with the intent to eventually have one dwelling unit and 3 CGAUs on the property.	Draft LUB amendment reduces density to 3 CGAUs.
1329 MacKinnon Rd – The Tides	C2(d) – permits 26 CGAUs.	-Currently 6 CGAUs on the property with the intent to expand the commercial accommodation business. -Property was recently purchased in Fall 2020. -1.2 ha	The property owner have indicated they are willing to reduce the number of CGAUs from 26 to 15.
1333 MacKinnon Rd	C2(b) – permits 10 CGAUs.	-1 Dwelling Unit -0.57 ha (1.4 acres) -Property recently sold to owners of 1329 MacKinnon Rd.	The property owners have indicated they are willing to reduce the number of CGAUs from 10 to 5.
1349 MacKinnon Rd – Otter Shores	C2(c) – permits 10 CGAUs	-5 CGAUs currently on property. -Property owner plans to construct 4 more CGAUs (fourplex building) -Property owners recently purchased property . -0.75 ha	Property owner has indicated a desire to retain the current density as permitted in the zone (10 CGAUs).

### Driftwood Centre

At the February 24, 2022 a discussion was held between the property manager of the Driftwood Centre and the LTC. The property manager requested the LTC retain the C2 zoning on the Driftwood Centre property in order to construct a campground in the future. Based on the lot size of the C2 zoned portion of the property, the C2 could potentially permit a maximum of 34 tent camping spaces. This calculation would not take into factor if the camping spaces are for recreational vehicles or other campground regulations (setbacks, bathroom/facility requirements, etc.) that may reduce the number of camping spaces further.

The LTC has the following options, or a combination of, to consider:

- a) Retain the current zoning of tourist accommodation and campground use with the existing densities (27 CGAUs and 34 camping spaces);
- b) Permit either the tourist accommodation use of 27 CGAUs or the campground use, but not both uses on the property;
- c) Reduce the density of 27 CGAUs to a lower number;
- d) Reduce the density for the number of permitted campground spaces from 34 to a lower number; or
- e) Rezone this portion of the property to only permit multi-family rental housing.

Direction is required from the LTC on how to proceed with the Driftwood Centre property. Water catchment and fire suppression requirements will be added to the draft bylaw when the LTC provides direction on how to proceed with the Driftwood Centre property.

### **Timeline**

The following outlines a general timeline for the remainder of the project:

- LTC gives direction to staff for final amendments - March 24, 2022
- Staff presents final draft bylaws to LTC – April 24, 2022
- Consideration of First Reading – April/May 2022
- Formal referrals to First Nations and agencies after First Reading – May to July 2022
- Community Information Meeting and Public Hearing – Summer/September 2022
- Second & Third Reading – September 2022
- EC Approval – September/October 2022
- Minister Approval and Final Adoption – Early 2023

### **Rationale for Recommendation**

The LTC may provide staff with direction on the above topics, if there are further revisions, staff will continue with drafting the bylaws.

### **ALTERNATIVES**

#### **1. Request further information**

The LTC may request further information prior to making a decision. If selecting this alternative, the LTC should describe the specific information needed and the rationale for this request. Recommended wording for the resolution is as follows:

*That the North Pender Island Local Trust Committee request staff to provide further information on...*

#### **2. Schedule additional Special Meetings**

The LTC may wish to hold additional Special Meetings in order to gather further information on one or more of the topic areas. Recommended working for the resolution is as follows:

*That the North Pender Island Local Trust Committee request staff to schedule a Special Meeting to discuss [insert topic area].*

#### **3. Referral to the Advisory Planning Commission**

The LTC may opt to refer an item or topic to the Advisory Planning Commission for comment. Recommended wording for the resolution is as follows:

*That the North Pender Island Local Trust Committee request staff to refer XXX to the North Pender Island Advisory Planning Commission for comment.*

#### **4. Proceed no further**

The LTC may choose to proceed no further with the project.

**NEXT STEPS**

Staff to continue with bylaw drafting to present at the April 28, 2022 LTC meeting.

Submitted By:	Kim Stockdill, Island Planner	March 16, 2022
Concurrence:	Robert Kojima, Regional Planning Manager	March 16, 2022

**ATTACHMENTS**

1. Draft OCP Amendment Bylaw No. 223
2. NP LTC Resolutions Chart

# DRAFT

## NORTH PENDER ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 223

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### A BYLAW TO AMEND NORTH PENDER ISLAND OFFICIAL COMMUNITY PLAN BYLAW NO. 171, 2007

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The North Pender Island Local Trust Committee in open meeting assembled enacts as follows:

#### 1. CITATION

This Bylaw may be cited for all purposes as “North Pender Island Official Community Plan Bylaw No. 171, 2007, Amendment No. 1, 2021”.

#### 2. SCHEDULES

North Pender Island Official Community Plan No. 171, 2007 is amended as shown on Schedule 1, attached to and forming part of this bylaw.

#### 3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

PUBLIC HEARING HELD THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

READ A SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

READ A THIRD TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

APPROVED BY THE MINISTER MUNICIPAL AFFAIRS THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary



**NORTH PENDER ISLAND LOCAL TRUST COMMITTEE  
BYLAW NO. 223**

**SCHEDULE 1**

The North Pender Island Official Community Plan No. 171, 2007, is amended as follows:

1. By adding the following new policy to Section 2.1 Residential Land Uses:  
“2.11 If the Local Trust Committee considers Development Variance Permit applications to vary the maximum floor area of residential dwellings, the following should be incorporated into the building proposal where feasible:
  - a) The design and construction of a dwelling should incorporate energy efficient features.
  - b) Installation of a rainwater collection and storage system with a minimum cistern storage capacity of 18,000 litres.
  - c) Buildings and other structures should utilize existing topography and vegetation to be sited in a manner that is relatively unobtrusive and blends into the surrounding landscape.
  - d) Limit site coverage of impermeable surfaces.
  - e) New buildings should be sited in a manner that results in minimal disturbance to existing vegetation and unnecessary removal of trees should be avoided.
  - f) Avoid locating development in areas containing important, rare or fragile sensitive ecosystems or habitat where reasonable alternative sites exist.
  - g) Maximize undisturbed areas and consider measures for protect sensitive ecosystems.
  - h) Use of drought resistant and native plants in landscaping should be encouraged. The planting or introduction of non-native plants should be avoided.”
2. By deleting Rural Residential Policy 2.1.1.1 and replacing it with:  
“2.1.1.1The principal use shall be residential. Agriculture is also a principal use on those Rural Residential lots not connected to a water system with the exception of those lots connected to the Razor Point Water System. Accessory uses shall not detract from the rural character of the island.”
3. (Placeholder for Rental Housing policy).
4. By adding the following new policy to Section 4.2 Coastal Area Policies:  
“4.2.11 Existing private moorage for docks permitted on a site-specific basis in those areas designated as Marine (M) on Schedule “B”. New applications for private moorage for docks may be considered by site-specific rezoning subject to:
  - a) the proposal demonstrating minimal impacts on the marine environment, including eelgrass, bull kelp, forage fish, or other important habitat;
  - b) the proposal demonstrating minimal impacts on upland sensitive ecosystems or habitat;
  - c) the proposal demonstrating no impacts on archaeological or cultural sites or resources;
  - d) structures being appropriately sited and of a scale to minimize visual impacts;
  - e) structures incorporating current best practices for dock construction;

- f) consideration being given to providing for shared or common moorage; and
- g) consideration being given to the cumulative impacts of private moorage.”

5. Schedule “B” – LAND USE MAP is amended as shown on Plan No. 1 attached to and forming part of this bylaw.

**NORTH PENDER ISLAND LOCAL TRUST COMMITTEE  
BYLAW NO. 223**

**PLAN NO.1**

(placeholder)

**LTC Resolutions/Direction to Staff - NP LUB Amendment Project**

Date	Topic	Resolution or Informal Direction	Motion/Direction	Staff Comments
January 28, 2021	<b>Marine &amp; Shoreline</b>	Direction	LTC supports removing docks as a permitted use and to grandfather existing docks by zoning tenures.	-Staff will recommend LTC makes this a resolution at the next LTC meeting.
March 18/21	<b>Max Floor Area</b>	Resolution	<b>NP-2021-030</b> <b>It was Moved and Seconded,</b> that the North Pender Islands Local Trust Committee direct staff to create a report reflecting the discussion on floor area review on March 18, 2021.	-comments regarding floor area definition (to internal side of external walls), lot coverage and impermeable surfaces, and South Pender maximum floor area.
March 18/21	<b>Agriculture Regulations</b>	Resolution	-Invite SAAPC to April 29 <sup>th</sup> NP LTC meeting to discussion the SAAPC recommendations.	-Give SAAPC a specific time of discussion (10am?) -Highlight question regarding RR zoning and potential Ag regs.
March 18/21	<b>Industrial Regulations</b>	Direction	LTC supports the removal of Industrial designations and and industrial zoning from steep slope areas, specifically Port Washington area and steep slope adjacent to recycling centre.	Chart 7 -Organize with mapping
		Direction	LTC supports amending OCP designation for 005-773-954 to Industrial (lot east of home hardware), level portion only	Chart 9 -Map amendment
		Direction	Amend the OCP and Zoning for portions of 3418 Otter Bay Rd currently zoned I2(b) and I2(c). New OCP designation – Community Service. New zoning for I2(b) would be Community Service that permits waste transfer and new LUB zoning for I2(c) would permit waste transfer, composting and recycling.	
		Resolution	<b>NP-2021-032</b> <b>It was moved and seconded,</b> That, regarding the <i>North Pender Island Local Trust Committee Official Community Plan Implementation Options</i> dated March 18. 2021, item 10, the North Pender Island Local Trust Committee direct staff to draft a bylaw to combine the two industrial	Chart 10

			zones into a single general industrial zone.	
		Direction	Review and update the industrial permitted uses and to allow basic, light industrial uses (including contractor yards and storage).	Chart 11
		Direction	Amend subdivision lot sizes to permit industrial zoned lands to be subdivided from split-zoned or hooked lots.	Chart 13
		Decision on hold	Rezone 3338 Port Washington (Home Hardware) to commercial	Chart 14
		Direction	Keep site specific zoning for boat storage on Hamilton Road	Chart 15
		Resolution	<b>NP-2021-033</b> <b>It was moved and seconded,</b> That, regarding the <i>North Pender Island Local Trust Committee Official Community Plan Implementation Options</i> dated March 18, 2021, item 16, the North Pender Island Local Trust Committee direct staff to apply general industrial zoning.	Chart 16 - Rezone 3323 Port Washington (Mainroad) to the general industrial zone.
		Direction	Rezone 3334Port Washington (TUP) to the general industrial zone.	Chart 17
April 29, 2021	<b>AG</b>	Resolution	<b>NP-2021-042</b> <b>It was Moved and Seconded,</b> that the North Pender Island Local Trust Committee give direction to staff to include the recommendations found in Attachment No. 1 to the draft bylaw, including the amendments to items 1, 2, and 21 and that the amendments be referred to the North Pender Agricultural Advisory Planning Commission for comment.	-Focus on scale of agriculture in terms of new RR zone (RR2) -RR2 to be all areas outside of Magic Lake and Trincomali water districts.
	<b>AG</b>	Resolution	<b>It was Moved and Seconded,</b> that the North Pender Island Local Trust Committee request that the North Pender Agricultural Advisory Planning Commission review the staff report on the agricultural review, dated April 29, 2021, and provide written feedback	
May 12,2021	<b>C2 zone</b>	Resolution	Staff to contact four MacKinnon Rd owners/operators and notify them the LTC is considering reducing the permitted Commercial Guest Accommodation units for each property, and is considering rezoning the	-Staff to provide comments from each property owner in next staff report.

			<p>properties to Rural Residential. The LTC is also requesting comments from the owners regarding removal of certain accessory uses.</p> <p><b>NP-2021-050</b>  <b>It was Moved and Seconded,</b>  that the North Pender Island Local Trust Committee give direction to staff to write a letter to the property owners of C2B, C2C, C2D, C2E advising them of the Local Trust Committee’s intent to either reduce the number of tourism units or rezone to Rural Residential.  <b>By general consent,</b> the LTC requested that staff include the removal of additional uses in the letter to the property owners of C2B, C2C, C2D, and C2E.</p>	-Bring back recommendation to ask staff to draft bylaw based on recommendations in the table (for C2 topic).
		Resolution	<p><b>NP-2021-051</b>  <b>It was Moved and Seconded,</b>  that the North Pender Island Local Trust Committee give direction to staff to have the remaining Commercial Tourism zoned properties remain at the current number of units as established on the property</p>	Reduce the number of permitted Commercial Guest Accommodation Units to the existing density on each property.
		Direction	Add provision that requires employee accommodation for higher density developments.	
		Direction	Staff to provide options for requiring onsite operators 24/7.	
	<b>Minor Amendments</b>	Direction	<b>By general consent,</b> the LTC requested that staff propose amendments to the campground regulations that would limit or prohibit generator use	Add generator use (restriction of) to campground regulations.
May 12, 2021	<b>Marine/ Shoreline</b>	Resolution	<p><b>NP-2021-053</b>  <b>It was Moved and Seconded,</b>  that the North Pender Island Local Trust Committee give direction to staff to draft bylaw amendments based on recommendations for Shoreline and Marine Regulation options as outlined in Table 1 attached to the Staff Report dated May 12, 2021.</p>	Draft bylaws based on recommendations found in Table 1 attached to May 12, 2021 staff report.
		Resolution	<p><b>NP-2021-052</b>  <b>It was Moved and Seconded,</b>  that the North Pender Island Local Trust Committee give direction to staff that stairs would not be exempt from the setback of the natural boundary of the sea.</p>	Stairs not to be exempt from the setback to the natural boundary of the sea.

May 12, 2021	<b>Minor Amendments</b>	Direction	Remove 'fencing' from option for Landscape Screening. Screening should be planning/vegetation only.	-“a” in Table of Minor & Tech Amendments
		Direction	Add regulation to require cisterns for all new buildings in every zone, and that cisterns have external connection for fire protection.	-“f” in Table of Minor & Tech Amendments.
		Direction	Add regulation to allow one accessory building/structure with a maximum floor area of 10m <sup>2</sup> .	-“l” in Table of Minor & Tech Amendments
		Direction	Add regulations for shipping containers. Consideration to only allow shipping containers on a certain lot size, and require vegetated screening.	-“m” in Table of Minor & Tech Amendments
		Resolution	<b>NP-2021-054</b> <b>It was Moved and Seconded,</b> that the North Pender Island Local Trust Committee give direction to staff to draft bylaw amendments based on recommendations for Minor and Technical Amendment options as outlined in Table 2 attached to the Staff Report dated May 12, 2021.	Add minor/technical amendments to draft bylaw.
May 27, 2021	<b>Minor Amendments</b>	Resolution	<b>NP-2021-068</b> <b>It was Moved and Seconded,</b> that the North Pender Island Local Trust Committee add a prohibition on recreational helicopters as a part of the Land Use Bylaw Review.	-This item has been added to the technical amendment list.
June 24, 2021	<b>Max Floor Area</b>	Resolution	<b>NP-2021-073</b> <b>It was Moved and Seconded,</b> that the North Pender Island Local Trust Committee direct to staff to draft bylaw amendments for establishing a gradual scale maximum floor area, as outlined in Table 2 Example B, for properties zoned Rural Residential, Rural, Rural Comprehensive 1 and Rural Comprehensive 2 and to amend the definitions of lot coverage and floor area in the North Pender Land Use Bylaw as outlined in the Staff Report dated June 24, 2021 with the amendment to reduce each of the floor areas by 500 square feet.	-include options to regulation total maximum floor area for all buildings and structures.
		Resolution	<b>NP-2021-074</b> It was Moved and Seconded,	

			that the North Pender Island Local Trust Committee direct staff to provide a list of incentives in the Official Community Plan for addressing house size variance.	
July 29, 2021	<b>Agriculture</b>	Resolution	<b>NP-2021-081</b> <b>It was Moved and Seconded</b> that the North Pender Island Local Trust Committee request that staff refer farm worker accommodation and the new Agricultural Land Commission residential rules to the North Pender Island Agricultural Advisory Planning Commission.	
	<b>C2 Zoning</b>	Direction	-Defer decision on MacKinnon Road properties until after Groundwater Project presentation in September 2021 -Requirement for alternative methods/sources of groundwater other than from a well for existing uses and new density. -Water storage for fire also a requirement for existing uses and new density. -Add provision that requires employee housing where tourist accommodation units exceeds 20 units.	
	<b>Marine/Shoreline</b>	Direction	-Active private moorage applications with the province should receive conditional zoning (permitting the private dock) only if the application with the province is approved.	
	<b>Community Engagement</b>	Resolution	<b>NP-2021-081</b> <b>It was Moved and Seconded</b> that the North Pender Island Local Trust Committee request staff to schedule two Special Meetings in the Fall 2021 to present the draft bylaws for the Land Use Bylaw Review Project.	
Oct 22, 2021	<b>Max Floor Area</b>	Resolution	<b>NP-2021-082</b> <b>It was MOVED and SECONDED</b> That the North Pender Island Local Trust Committee invite the South Pender Island Local Trust Committee Trustees to the December Special Meeting on Land Use Bylaw.	-South Pender Trustees invited to join the December 4, 2021 LTC meeting.



	<b>C2 Zoning</b>	Resolution	<b>NP-2021-083</b> <b>It was MOVED and SECONDED</b> That the North Pender Island Local Trust Committee request staff to contact the owners of 1329 MacKinnon Road and 1349 MacKinnon Road to discuss the option of entering into a 219 Covenant.	-Property owners emailed.
	<b>C2 Zoning</b>	Resolution	<b>NP-2021-084</b> <b>It was MOVED and SECONDED</b> That the North Pender Island Local Trust Committee request staff to amend the draft Land Use Bylaw to change the zoning behind the Driftwood from C2 to rental residential.	
	<b>Marine/Shoreline</b>	Resolution	<b>NP-2021-085</b> <b>It was MOVED and SECONDED</b> That the North Pender Island Local Trust Committee request staff to amend the zoning in the draft Land Use Bylaw of the foreshore to Water 3 for the eleven in-stream private moorage applications.	
	<b>Meeting Scheduling</b>	Resolution	<b>NP-2021-086</b> <b>It was MOVED and SECONDED</b> That the North Pender Island Local Trust Committee request staff to schedule a Special Meeting in December 2021 to present the draft bylaws for the Land Use Bylaw Review Project to the Local Trust Committee for review and comment.	
Oct 28, 2021	<b>Community Engagement</b>	Resolution	<b>NP-2021-098</b> <b>It was Moved and Seconded,</b> That the North Pender Island Local Trust Committee schedule a Community Information Meeting regarding the Land Use Bylaw Review on February 5, 2021 at 11:00 am.	-Meeting scheduled for Saturday, February 5, 2022
December 4, 2021	<b>Meeting Scheduling</b>	Direction	<b>By general consent</b> it was agreed that the South Pender Island Trustees be invited to the North Pender LTC February 5, 2022 meeting.	

	<b>Max Floor Area</b>	Direction	<b>By general consent</b> the LTC requested an amendment to the draft bylaw for the addition of a column to Figure 2 that communicates maximum lot coverage.	
	<b>C2 Zoning</b>	Direction	<b>By general consent</b> the LTC requested that a requirement for water catchment and for fire suppression be added to the draft bylaw.	
	<b>C2 Zoning</b>	Direction	<b>By general consent</b> the LTC agreed to defer providing direction on this matter until a discussion with the property managers could be held.	-this is in reference to the proposed rental housing zone on the Driftwood property.
February 24, 2022	<b>Marine/Shoreline</b>	Resolution	<b>NP-2022-24</b> that the North Pender Local Trust Committee request staff to retain the Water 1 zoning for the 11 instream private moorage applications with the Province.	-staff will amend the LUB map to retain W1 zoning for the 11 properties.