



PUBLIC HEARING

Salt Spring Island Local Trust Committee

Meaden Hall

120 Blain Road, Salt Spring Island

PROPOSED BYLAW NO. 543

(Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2025)

PLRZ20240188 CAPITAL REGIONAL DISTRICT

RELEVANT BACKGROUND INFORMATION REFERENCE BINDER

TABLE OF CONTENTS

- 1. CHAIRPERSON'S OPENING STATEMENT**
- 2. BYLAW MANAGEMENT CHECKLIST**
- 3. PUBLIC HEARING NOTICE**
- 4. PROPOSED BYLAW NO. 543**
- 5. APPLICATION PLRZ20240188 CAPITAL REGIONAL DISTRICT**
- 6. REFERRAL TO AGENCIES AND FIRST NATIONS**
 - 6.1. Bylaw Referrals**
 - 6.2. Agencies & First Nations Referral Responses Received**
- 7. STAFF REPORTS**
 - 7.1. 2025-02-13 Staff Report**
 - 7.2. 2025-09-11 Staff Report**
- 8. RELEVANT MINUTES/RESOLUTIONS WITHOUT MEETING**
 - 8.1. 2025-02-13 Salt Spring Local Trust Committee Minutes**
 - 8.2. 2025-06-19 Salt Spring Advisory Planning Commission Minutes**
 - 8.3. 2025-06-19 Salt Spring Agricultural Advisory Planning Commission Minutes**
 - 8.4. 2025-09-11 Salt Spring Local Trust Committee Minutes**
- 9. PUBLIC CORRESPONDENCE - NONE**
- 10. PUBLIC HEARING SUBMISSIONS - NONE**
- 11. COMMUNITY CONSULTATION - NONE**
- 12. PREVIOUS APPLICATIONS or OTHER INFORMATION - NONE**



Public Hearing Procedure Script

Proposed Bylaw No. 543

CHAIR'S OPENING OF THE PUBLIC HEARING

The public hearing for Proposed Bylaw No. 543 is now open. I wish to welcome everyone in attendance and acknowledge that we are meeting in the territory of the Coast Salish First Nations.

My name is Trustee Tim Peterson and I am the Chair of the Salt Spring Island Local Trust Committee.

I would like to introduce the Salt Spring Island Local Trust Committee Trustees: Laura Patrick and Jamie Harris.

I would like to introduce Islands Trust Planning Staff:

- Chris Hutton, Regional Planning Manager
- Oluwashogo Garuba, Planner 2
- Britt Holowaty, Legislative Clerk
- Lisa Millard, Meeting Administrator/Recorder

NOTE: In the event of a large turnout and potential high number of speakers the chair will make the following statement:

Considering the number of speakers and our intent to give everyone the opportunity to speak with adequate time to present their comments, we are advising that this public hearing will start today and MAY be adjourned and reconvened. An announcement will be made later in the public hearing prior to the adjournment if the hearing is to be reconvened.

CHAIR'S OPENING STATEMENT

This Public Hearing is being convened pursuant to Section 465 of the Local Government Act in order to consider Proposed Bylaw No. 543 cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2025".

All persons who believe that their interest in property is affected by the proposed bylaw(s) will be given a reasonable opportunity to be heard or to present written submissions respecting matters contained in the proposed bylaw(s). Those wishing to speak should commence their presentation by clearly stating their name.

Members of the Local Trust Committee may, if they wish, ask questions of you following your presentation; however, the main function of the Local Trust Committee members is to listen to the views of the public. It is not the function of Committee members to debate the merits of the proposed bylaw(s) with individual citizens.

Everyone will be given a reasonable opportunity to be heard and none should feel discouraged from presenting their views.



Public Hearing Procedure Script

Proposed Bylaw No. 543

In considering the proposed bylaw(s), the Local Trust Committee has received documents which may influence its decision. Those documents are available for review during this hearing, as available on our website and indicated in the Public Hearing notice.

Any person who wishes to present a written submission to the Local Trust Committee may do so, and all written submissions are available for review during this hearing. Written submissions must be received by the Local Trust Committee before the close of the hearing.

Your final opportunity to comment on the proposed bylaw(s) is during this hearing, as members of the Local Trust Committee may not receive further submissions, nor discuss the proposed bylaw with the public after the close of the hearing.

After this Public Hearing has concluded, the Local Trust Committee may, without further notice, make whatever decision it deems proper with respect to the bylaw(s) that are the subject of the hearing.

Planner Garuba will now summarize the public hearing notice, key points of the bylaw and referral agency responses.

PLANNER/LEGISLATIVE CLERK REVIEW

A copy of this notice was advertised in two consecutive editions of the Gulf Islands Driftwood on October 1 and October 8, 2025. All notification requirements under the Local Government Act have been completed.

There is a copy of the complete public hearing binder available during this public hearing and it is located on the Islands Trust Website at: <https://islandstrust.bc.ca/island-planning/salt-spring/current-applications/>

Bylaw No. 543 proposes to amend the Salt Spring Island Land Use Bylaw To include administrative definition of Public Works Facility in the LUB and change subject property zoning from Agriculture 1 and Residential 2 (A1 & R2) to Community Facility 3 (CF3) zone to permit the proposed upgrade to the CRD parks maintenance facility.

Proposed Bylaw No. 543 was referred to:

- 3 Provincial Agencies
- 3 Regional Agencies
- 3 Non-Agency; and
- 12 First Nations

The following comments and responses were received by the Local Trust Committee (summarize comments by Agency and First Nations).

We have received ____ public submissions as of October 15, 2025, I will advise and send any others.



Public Hearing Procedure Script

Proposed Bylaw No. 543

NOTE: *If there are many speakers, a speakers list should be made available to the public BEFORE the hearing commences. Time limits to speak can also be set by the chair AS LONG AS the Chair states that speakers will have another opportunity to be recognized after everyone has been heard a first time.*

HEARING THE PUBLIC

CHAIR:

Submissions can be made at any time during and until the close of the hearing.

If any submissions are received during the meeting the Local Trust Committee will pause prior to closing to ensure that we have had time to review those submissions.

I will begin with the Speakers List, after which I invite members of the public who wish to speak to line up. Please state your name prior to making comments. After your presentation to the Local Trust Committee, the Trustees may ask you questions but they are primarily here to listen and will not debate the issues with you.

I will call three times for speakers before closing the hearing at which point no further written or oral submissions can be made.

(Mid-meeting reminder)

Just a reminder for anyone who has come in late please submit any comments you may have prior to the close of the public hearing.

(When it appears there may be no more speakers - Chair or Planner to note the number of written submissions that have been received during the public hearing -if any).

IF THERE ARE SUBMISSIONS - AT THIS POINT YOU SHOULD STAY IN VIEW, TURN OFF MICS AND REVIEW SUBMISSIONS SO THE PUBLIC SEES THAT YOU HAVE DONE THAT PRIOR TO CLOSING THE PUBLIC HEARING.

NOTE: *If the public hearing has a large turnout and needs to be reconvened, the Chair must state the time and place for the resumption of the hearing to those present at the time the hearing is adjourned.*

PROCEDURE TO CLOSE THE PUBLIC HEARING

CHAIR:

We will now proceed to close the public hearing. Please note, after the public hearing closes, the Local Trust Committee will no longer be able to receive public submissions prior to making a decision.

Asking ONCE for any more speakers. (LONG PAUSE ~ 10 seconds)



Public Hearing Procedure Script

Proposed Bylaw No. 543

(If there are any more speakers at any point in the “asking for speakers” the Chair repeats the call for speakers three times.)

Asking A SECOND TIME for any more speakers. (LONG PAUSE ~10 seconds)

Asking A THIRD TIME for any more speakers. (LONG PAUSE ~10 seconds) This is now the final opportunity for you to hand in a written submission to the Local Trust Committee. Once the hearing is closed, no additional submissions will be accepted.

Please be advised that we are now in the ‘post public hearing’ stage of the legislative review of Proposed Bylaw No. 543

The Salt Spring Island Local Trust Committee can now no longer receive information pertaining to the proposed bylaws; however, you can still submit any outstanding questions and comments directly to the Planner.

The Local Trust Committee may give further readings to the bylaw or defeat the bylaw or make minor amendments that do not affect the use or density without further notice or hearings.

Trust Area: Salt Spring Island Local Trust Committee
Type: Land Use Bylaw
Bylaw No.: SS-543
Application No.: PLRZ20240188
Trust Initiated: No

Proofread By:

Clerk: Yes
Planner: Yes

Technical Staff: Yes

First Reading Date: 11-Sep-2025

Bylaw Sent to Referrals: Yes
Date Draft Bylaw to Web: 3-Feb-2025

Resolutions:

Resolution Waiving Public Hearing: No
Resolution Authorizing Public Hearing: Yes
Resolution to Proceed no Further Date:

Secretary Signature Block:

Secretary's Signature: Pingle, Rob

Date: 3-Feb-2025

File complete and ready for Public review: Yes

Public Hearings:

Location: Meaden Hall, 120 Blain Road, Salt Spring
Proofread By: Pingle, Rob

Legal Paper: Gulf Islands Driftwood
First Publish Date: 01-Oct-2025

Second Publish Date: 08-Oct-2025

Alternate Paper:
First Publish Date:

Second Publish Date:

Mailout Date: 03-Oct-2025

Delivery Notices:
Date Public Hearing Held: 16-Oct-2025
Third Reading Date:

Second Reading Date: 11-Sep-2025



Salt Spring Island Local Trust Committee

PUBLIC HEARING NOTICE

Proposed Bylaw No. 543

NOTICE is hereby given pursuant to Section 466 of the Local Government Act, that the Salt Spring Island Local Trust Committee invites the public to attend a Public Hearing beginning at **12 noon, Thursday, October 16, 2025, Meaden Hall, 120 Blain Road, Salt Spring Island**, to hear your views regarding **Proposed Bylaw No. 543**.

The bylaw amendment proposes to alter the Salt Spring Island Land Use Bylaw (LUB) to include administrative definition of Public Works Facility in the LUB and change subject property zoning from Agriculture 1 and Residential 2 (A1 & R2) to Community Facility 3 (CF3) zone to permit the proposed upgrade to the CRD parks maintenance facility at 210 & 220 Kanaka Road, Salt Spring Island.

The properties are legally described as PARCEL A (DD 362513I) OF LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333 & LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333, EXCEPT PARCEL A (DD 362513I) THEREOF (PID: 003-915-255 & 003-915-204). The general location of the subject property is shown on the map.

A copy of the proposed bylaw, the Public Hearing Binder and other information is available **online** from October 1, 2025 to October 16, 2025 here:

<https://islandstrust.bc.ca/island-planning/salt-spring/current-applications/> under **PLRZ20240188** and at the Islands Trust Victoria Office, 200 – 1627 Fort Street, Victoria, BC V8R 1H8 from 8:30 a.m. to 4:00 p.m., excluding statutory holidays.

An electronic **Community Information Meeting** will be held on Wednesday October 15, 2025 at 6pm. To learn more about the bylaws and to ask questions use the following meeting link:

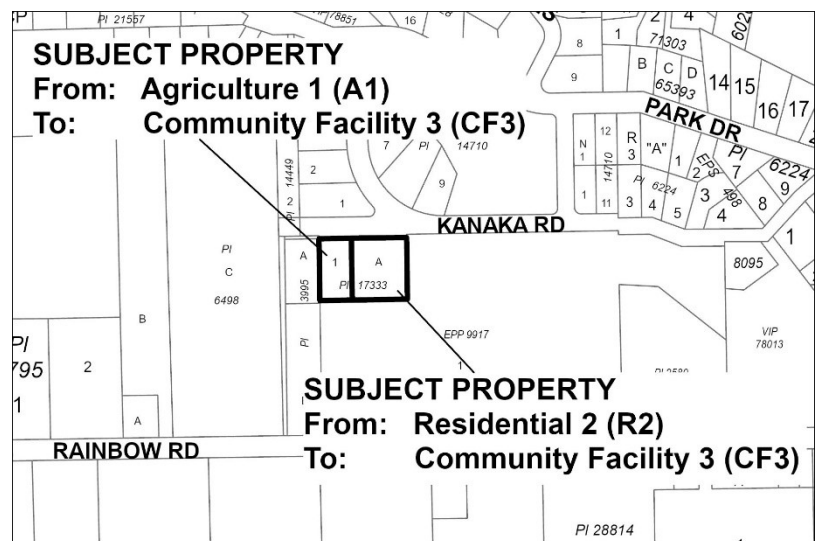
<https://islandstrust.zoom.us/j/66430250192>

Enquiries may be directed to Oluwashogo Garuba, Islands Trust Planner by email ogaruba@islandstrust.bc.ca, or phone at 250-537-9144. For toll-free access, request a transfer to the above telephone number via Service BC: in Vancouver at 604-660-2421 and elsewhere in BC at 1-800-663-7867.

If you are unable to attend the Public Hearing you may submit a written statement. **Written submissions will be accepted until 4:00 p.m., October 15, 2025 to:** Islands Trust, 4 – 121 McPhillips Ave, Salt Spring Island, BC V8K 2T6 or **email:** ssiinfo@islandstrust.bc.ca as well as during the public hearing. Written submissions made in response to this notice will be available for public review.

NO WRITTEN OR ORAL REPRESENTATIONS WILL BE RECEIVED BY THE SALT SPRING ISLAND LOCAL TRUST COMMITTEE, OR ITS MEMBERS, AFTER THE CONCLUSION OF THE PUBLIC HEARING.

**Britt Holowaty,
Deputy Secretary**



PROPOSED

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 543

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW, 1999

The Salt Spring Island Local Trust Committee, being the Local Trust Committee having jurisdiction in respect of the Salt Spring Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2025”.

2. Salt Spring Island Local Trust Committee Bylaw No. 355, cited as “Salt Spring Island Land Use Bylaw, 1999,” is amended as follows:

2.1 Section 1.1 – Definitions, Sub-section 1.1.1 is amended by adding the following new definition:

“**public works facility**” means the use of land, buildings or structures for the maintenance, repair or storage of vehicles, equipment and materials that are used solely for the provision, maintenance or repair of public infrastructure, transit buses and vehicles in general and houses operational or administrative functions for the general benefit of the island on which it is located.

2.2 Section 9.4 – COMMUNITY FACILITIES ZONES, is amended by deleting the word “and” and adding the words “and Community Facilities 3” as follows:

The regulations in the tables in this Section apply to land in the Community Facilities 1 (CF1), Community Facilities 2 (CF2) and Community Facilities 3 (CF3) *zones* as indicated by the column headings.

2.3 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.1, is amended by inserting column CF3 in the table as follows:

	CF1	CF2	CF3
Principal Uses, Buildings and Structures			
<i>Public</i> schools, pre-schools and <i>child day care</i> centres.	•		
Libraries	•		
<i>Churches</i>	•		
<i>Community halls</i>	•		
<i>Public</i> hospitals, clinics and health care facilities	•		
Non-commercial active <i>outdoor</i> recreation	•		
Non-commercial <i>indoor</i> recreation facilities	•		
Service club <i>buildings</i>	•		
Performing and visual art centres, including <i>accessory</i> sales	•		
Collection of recyclable materials	•	•	
Sorting and <i>temporary</i> storage of recyclable materials		•	
Collection of <i>municipal solid waste</i>		•	

Sorting and temporary storage of municipal storage waste		•	
Liquid waste treatment		•	
Public service uses		•	
Public works facility			•
Accessory Uses			
Intermittent retail sales and retail services accessory to a principal use	•	•	•
Residential unit accessory to a principal use			•

2.4 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.2 is amended by inserting column CF3 in the table as follows:

	CF1	CF2	CF3
Lot Coverage and Floor Area			
Maximum combined lot coverage of all buildings and structures (per cent)	25	25	25
Setbacks			
Despite Subsection 4.3.1, the following lot line setbacks apply for the specific zone indicated:			
Minimum rear lot line setback abutting commercial or general employment zone (metres)	3.0	*	N/A
Minimum interior side lot line abutting non-commercial or non-general employment zone (metres)	7.5	7.5	N/A
Minimum interior side lot line setback abutting commercial or general employment zone (metres)	*	7.5	N/A
Minimum exterior side lot line setback (metres)	*	7.5	0.0

* indicates the provisions of Section 4.3 apply.

2.5 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.3 (1), is amended by deleting the word “and” and inserting the words “and Community Facility 3” before the as follows:

- (1) The regulations in this Subsection apply to the *subdivision* of land under the Land Title Act or the Strata Property Act for land in the Community Facility 1, Community Facility 2 and Community Facility 3 Zones.

2.6 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.3, is amended by inserting column CF3 into the table as follows:

	CF1	CF2	CF3
Minimum Lot Areas, Water Supply and Sewage Treatment Servicing Requirements			
Minimum area of an individual lot that may be created through <i>subdivision</i> , provided each lot has an individual on-site sewage treatment system and an adequate supply of <i>potable</i> water (ha)	1	1	N/A
Minimum area of an individual lot that may be created through <i>subdivision</i> , provided each lot has a connection to a <i>community sewage collection system</i> and a <i>community water system</i> (ha)	0.2	0.2	N/A

2.7 Section 9.4 – COMMUNITY FACILITIES ZONES is amended by adding a new Subsection 9.4.5 as follows:

9.4.5 Special Provisions

- (1) The following special provisions apply to the Community Facility Zone 3 (CF3) zone:
- (a) Despite Section 4.3, no *building* or *structure* other than a *pumphouse*, *public utility structure* or underground utility may be constructed within the following setbacks from lot lines or road access easements:

Setback from <i>front lot line</i> :	0m
Setback from <i>rear lot line</i> :	0m
Setback from <i>interior side lot line</i> :	0m
Setback from <i>exterior side lot line</i> :	0m.
 - (b) The maximum number of *residential* unit accessory to a *principal use* is one (1) per lot.

2.8 Schedule "A" – Zoning Map is amended by changing the zoning classification of PARCEL A (DD 362513I) OF LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333 and LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333, EXCEPT PARCEL A (DD 362513I) THEREOF from Agriculture 1 (A1) and Residential 2 (R2) respectively to Community Facility 3 (CF3), as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule "A" to Bylaw No. 355 as are required to effect this change.

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	11TH	DAY OF	SEPTEMBER	2025
READ A SECOND TIME THIS	11TH	DAY OF	SEPTEMBER	2025
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY



Islands Trust
www.islandstrust.bc.ca

Victoria Office
200 - 1627 Fort Street
Victoria, BC V8R 1H8
(250) 405-5151
southinfo@islandstrust.bc.ca

Galiano, Mayne, North Pender,
Saturna, South Pender Islands

Salt Spring Office
1 - 500 Lower Ganges Road
Salt Spring Island, BC V8K 2N8
(250) 537-9144
ssiinfo@islandstrust.bc.ca

Salt Spring Island

Northern Office
700 North Road
Gabriola Island, BC V0R 1X3
(250) 247-2063
northinfo@islandstrust.bc.ca

Denman, Gabriola, Gambier, Hornby,
Lasqueti, Thetis, Ballenas-
Winchelsea Islands

Planning Application Authorization Form

Applicant:

Name

Dan Ovington, CRD Sr. Manager SSI Administration

Mailing Address

108 -121 McPhillips Ave. Salt Spring Island BC V8K 2T6

Phone

250-538-4302

Company

Capital Regional District

Email

dovington@crd.bc.ca

Declaration:

As the owner or agent authorized to act on behalf of the owner(s) of the subject property, I declare the information submitted in support of this application is true and correct in all respects.

Signature

Owner Authorization:

As the registered owner(s) of the subject property, I/we declare that the information submitted in support of this application is true and correct in all respects. I/we hereby authorize Islands Trust staff or their contractors to conduct site inspections of the subject property for the purpose of processing this application, and hereby authorize and appoint:

Dan Ovington, CRD Sr. Manager SSI Administration

Print Name (Complete if applicant is not the owner(s))

... to serve as the agent for this application, and communicate with Islands Trust staff and Islands Trust bodies on our behalf.

All registered owners on title must be listed on and sign the application. Corporations must include a list of directors.

Name/Company Name

Kristen Morley, CRD Acting CAO

Mailing Address

PO Box 1000 625 Fisgard St. Victoria BC
V8W 1R7

Phone

250-360-3638

Email

kmorley@crd.bc.ca

Signature

Print Name

Kristen Morley

Date

AUG 22, 2024

Signature

Name/Company Name

Mailing Address

Phone

Email

Print Name

Date

Freedom of Information

The collection of personal information, for the purpose of processing this application, is authorized under the Local Government Act, Community Charter and section 26(c) of the Freedom of Information and Protection and Privacy Act. Enquiries may be directed to a Deputy Secretary at any of the Islands Trust Offices, as noted on page 1 of this form. A request for information, under the Freedom of Information and Protection of Privacy Act may be made to: FOI Coordinator, Islands Trust, 200-1627 Fort Street, Victoria, BC V8R 1H8, Tel. (250) 405-5151, Fax (250) 405-5155.

Name/Company Name

Signature

Mailing Address

Phone

Print Name

Email

Date

Name/Company Name

Signature

Mailing Address

Phone

Print Name

Email

Date



Making a difference...together

Salt Spring Island Electoral Area
108-121 McPhillips Avenue
Salt Spring Island, BC, V8K 2T6

T: 250.537.4448

www.crd.bc.ca

PROJECT NARRATIVE - SSI CRD Park Maintenance and Bus Storage

Background

The Salt Spring Island (SSI) Parks and Recreation 2019 Strategic Plan identified the park maintenance service levels, equipment, facilities, and resource capacity as one of the top three priorities of future focus. This priority is the action required under the strategy to “invest in our capacity to deliver excellent service.” A thorough evaluation of equipment and facility needs was completed in collaboration with maintenance staff. It was determined that the current maintenance facility is inadequate for the work required to meet service levels and maximize service delivery.

The maintenance staff currently work out of a modular building located at 210 and 220 Kanaka Road. The maintenance facility is used to accommodate the daily functions and storage needs of park maintenance staff on SSI. This building has reached the end of its useful life and needs to be replaced.

Alternative locations including 262 Rainbow Road (Rainbow Recreation Centre) and 145 Vesuvius Bay Road (Portlock Park) have been explored as alternative locations for the park maintenance facility. Portlock Park is currently over subscribed and would require the removal of an existing park amenity to accommodate this use. Rainbow Recreation Centre was deemed unsuitable during the master planning process with community feedback supporting reserving this site for recreation purposes given it is the only CRD park land zoned for indoor recreation on SSI.

210 Kanaka is 0.76 acres, zoned Residential 2 (R2) and 220 Kanaka is 0.46 acres zoned Agriculture 1 (A1). Both Kanaka properties are located in the Agricultural Land Reserve (ALR), however the CRD received confirmation from the Agricultural Land Commission that the restrictions on use of agricultural land contained in the Agricultural Land Commission Act and BC Regulation 30/2019 do not apply to the properties as both parcels are under two acres in size.

The current zoning allows for public service uses. “Public Service” is defined as the use of land, building or structures for the maintenance, repair or storage of vehicles, equipment or construction material that are used solely for the provision, maintenance or repair of public utilities or highways, and for emergency response facilities are operated for the benefit of the general population of the island on which it is located. “Public Utilities” is defined as a use of land, or of unoccupied works and structures such as pipes, wires, poles, or towers, for the provision of electricity, gas, water, sewage collection, telephone, cablevision or telecommunications services to the public of the island on which it is located, or the use of land or unoccupied structures for navigational aids.

A zone-specific variation (site specific text amendment) based on the conceptual site plan would need to be approved through the Islands Trust to include a public works and bus depo in the definition of “Public Service” prior to developing the Kanaka lots for this purpose.



Existing Uses

SSI CRD Parks Maintenance Staff have worked out of a modular building located at 210 and 220 Kanaka Road for over 25 years. The modular is used to accommodate the daily functions and storage needs to support our community parks, recreation facilities and public beach accesses.

In addition to a modular building the site is used for material and equipment storage and a dumpster.

Proposed Uses

Proposed upgrades to the site to support park maintenance and bus storage have been detailed in Concept Drawing 3.1 & 3.2:

- Maintenance Building
- Auxiliary Building – shared Use
- Perimeter Security Fencing
- Security Lighting
- Transit Bus Parking
- Staff and Crew vehicle Shared Parking with EV Charging Stations
- Shared-Use Vehicle & Equipment Wash Station
- Parks Small Equipment Fuel Storage
- Shared-Use Garbage Dumpster
- Parks Maintenance Sea-Can Storage Units
- Parks Maintenance Bulk Material Storage Bins

Building and Structures on the Property

- 20'x40' Existing Modular Building
- Equipment and Materials Storage
- Dumpster
- Gate



SCHEDULE 1
SITE DISCLOSURE STATEMENT

I. CONTACT INFORMATION

A. Site Owner (s) or operator (s), as applicable (add extra pages, if necessary)

Last Name

OVINGTON

First Name (s)

DAN

Company (if applicable)

Capital Regional District (CRD)

Owner/Operator Address

108-121 Mc Phillips Ave,

City

Salt Spring Island

Province/State

BC

Country

CANADA

Postal/Zip Code

V8K 2T6

Telephone ###-###-####

250-538-4302

Email

dovington@crd.bc.ca

B. Person Completing Site Disclosure Statement (Leave blank if same as above):

☐ Agent authorized to complete form on behalf of the owner or operator

Last Name

First Name

Company (if applicable)

C. Person to Contact Regarding the Site Disclosure Statement:

Last Name

Ovington

First Name (s)

DAN

Company (if applicable)

CRD

Mailing Address

108-121 Mc Phillips Ave

City

Salt Spring Island

Province/State

BC

Country

CANADA

Postal/Zip Code

V8K 2T6

Telephone ###-###-####

250-538-4302

Email

dovington@crd.bc.ca

II. SITE INFORMATION

Coordinates (using the North American Datum 1983 convention) for the centre of the site:

Latitude	Degrees	See Attached	Minutes	Seconds
----------	---------	--------------	---------	---------

Longitude	Degrees	See Attached	Minutes	Seconds
-----------	---------	--------------	---------	---------

Attach a map of appropriate scale showing the location and boundaries of the site.

For Legally Titled, Registered Property

Site Address (or nearest street name/intersection if no address assigned)

210 + 220 KANAKA ROAD

City

SALT SPRING ISLAND

Postal Code

V8K 2A9

PID numbers and associated legal descriptions.

PID	Land Description
210 003-915-255	PARCE A PLAN VIP17333 Section 2 Range 3E Cowichan Portion NSS
220 003-915-204	Lot 1 PLAN VIP17333 Section 2 Range 3E Cowichan Portion NSS

For Untitled Crown Land

PIN numbers and associated Land Description (if applicable).

PIN	Land Description

(and, if available)

Crown Land File Numbers

--

III. INDUSTRIAL OR COMMERCIAL PURPOSES OR ACTIVITIES

Has the site been used for any industrial or commercial purposes or activities described in [SCHEDULE 2](#) of the Contaminated Sites Regulation?

YES ☒

NO ☐

If you answered YES to the question above, please indicate below, in the format of the example provided, which of the industrial or commercial purposes or activities have occurred or are occurring on this site.

EXAMPLE

Schedule 2 Reference	Description
E1	appliance, equipment or engine maintenance, repair, reconditioning, cleaning or salvage
F10	solvent manufacturing, bulk storage, shipping or handling

Schedule 2 Reference	Description
E1	appliance, equipment or engine maintenance, repair, cleaning or salvage

IV. ADDITIONAL INFORMATION

1. Provide a brief summary of the planned activity and proposed land use at the site.

PARK MAINTENANCE, Bus storage & electric charging.

2. Indicate the information used to complete this site disclosure statement including a list of record searches completed.

Land titles, CRD Intranet, Known historical Uses.
A BC Registry Search has not been completed

3. List any past or present government orders, permits, approvals, certificates or notifications pertaining to the environmental condition of the site. (Attach extra pages, if necessary):

N/A

V. DECLARATIONS

1. Exemptions (See the Contaminated Sites Regulation, Division 3 of Part 2):

Does the application qualify for an exemption from submitting a site disclosure statement?

Yes ☐ If yes, indicate which exemption applies

No ☐

2. Where a municipal approval is not required, please indicate the reason for submission directly to the registrar:

Under Order ☐

☐

Foreclosure ☐

CCAA Proceedings ☐

BIA Proceedings ☐

Decommissioning ☐

Ceasing operations ☐

By signing below, I confirm that the information in this form is complete and accurate to the best of my knowledge:

Signature

Date Signed (YYYY-MM-DD)



2024-08-14

Reason for submission (Please check one or more of the following)

☐ Building permit

☐ Subdivision

☒ Zoning

☐ Development permit

Approving Authority Contact Information

Name

Agency

Address

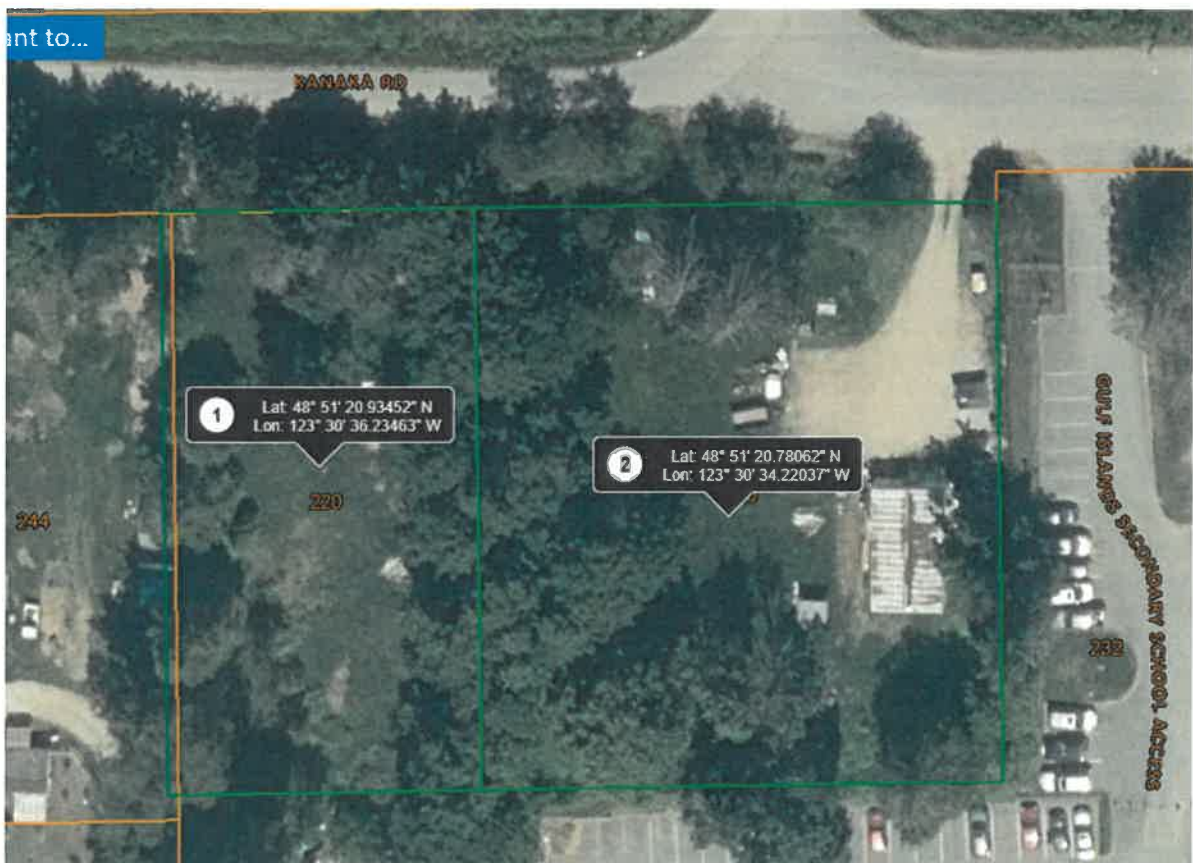
Telephone ###-###-####

E-mail

Date Received (YYYY-MM-DD)

Date Submitted to registrar (YYYY-MM-DD)

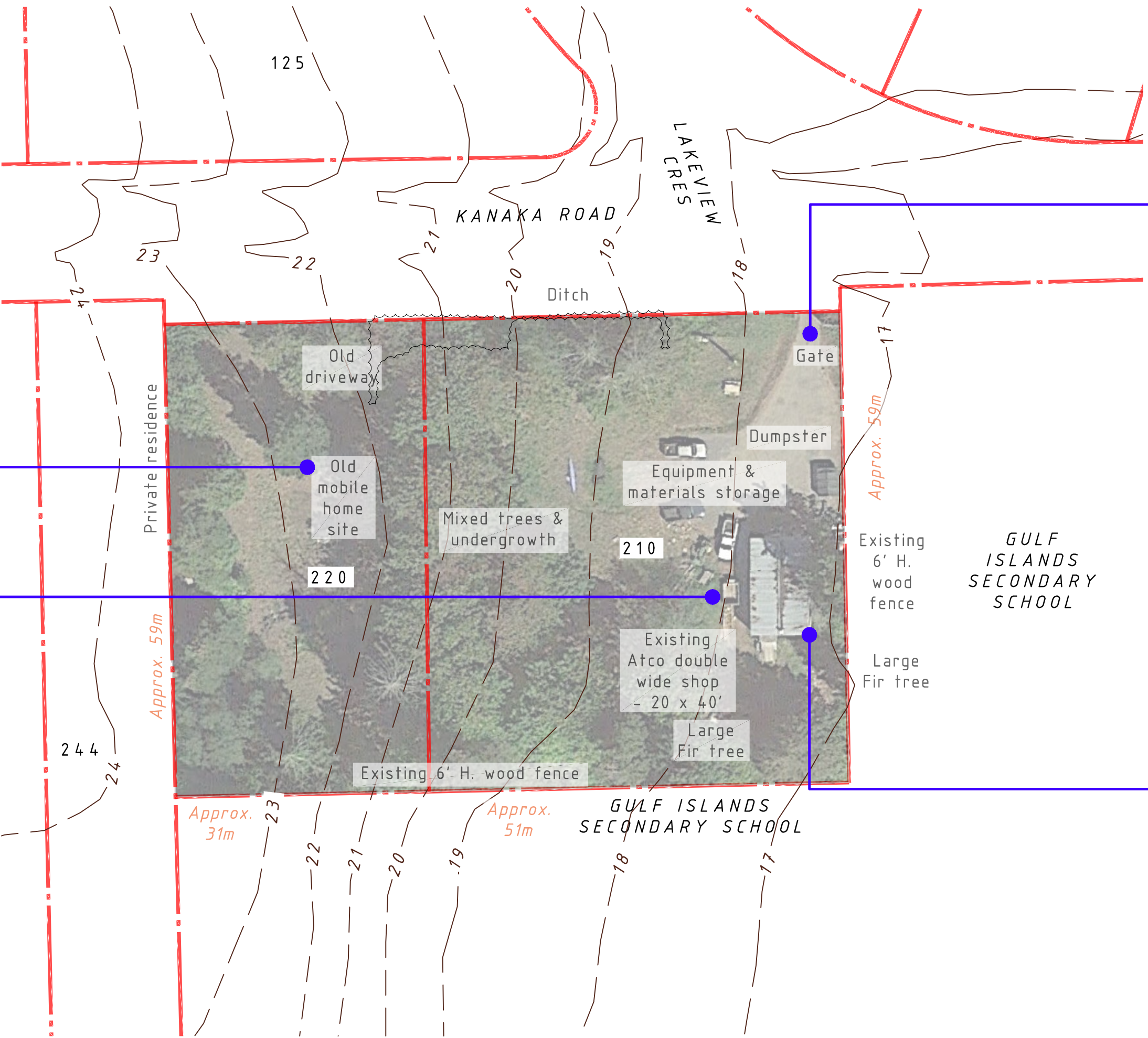
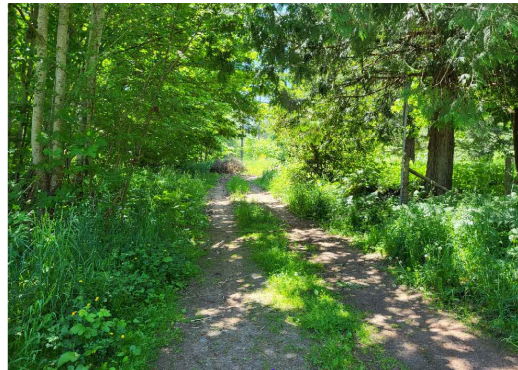
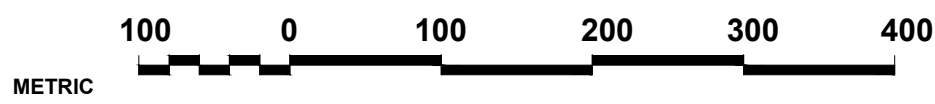
II. SITE INFORMATION



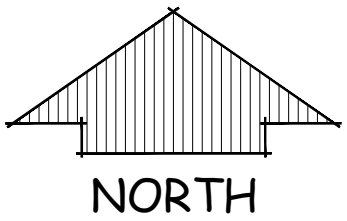


CONTEXT PLAN

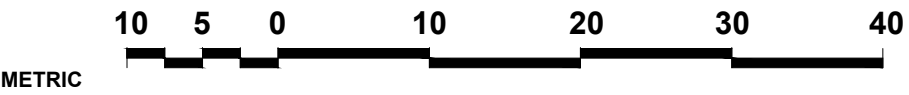
Scale: 1:5000



EXISTING SITE PLAN



Scale: 1:500



CONCEPT NOTES

CONCEPT EVOLUTION

Concept 1 (June 2023) envisioned a shared maintenance yard facility serving PARC maintenance section activities and BC Transit bus parking on the CRD property located at 210 and 220 Kanaka Road. Feedback from PARC staff identified potential issues with space allocation, attempts to retain trees within a working maintenance yard, and possible operational conflicts with two busy organizations working side-by-side in limited space. Input received from BC Transit included a desire for additional bus parking space, enhanced bus washing and EV charging infrastructure, and a stand-alone office.

Concept 2 (November 2023) provided a revised site layout with separate maintenance yards on each of the two legal properties, and minimal crossover of operational activities. Analysis of transit bus turning radius requirements indicated that it would not be practical to accommodate separate operations on the site.

Concept 3 (December 2023) outlines a revised shared-use plan with parks maintenance yard requirements located on the west side of the site, and BC Transit bus parking on the east side. Shared amenities would include an auxiliary building housing supervisor's offices, a lunch/meeting room, a locker room and staff washrooms, a vehicle/equipment wash pad, electric vehicle charging infrastructure, and site security (perimeter fencing, high-intensity lighting, card-lock access gates, etc.). Transit bus and all vehicle circulation would be counter-clockwise, entering at the northwest corner of the site and exiting at the northeast.

MAINTENANCE YARD

- New Buildings to Replace Existing Modular Structure
 - Maintenance Building(1st stage) - Parks Maintenance
 - 7.6m x 22m (25' x 60'); 140 sq. m.(approx.1,500 sq. ft.)
 - Pre-fabricated steel building
 - Covered Outside Work Area - 7.6m x 7.6m roof extension;(58 sq. m.(approx. 625 sq. ft.)
 - Potential building expansion (2nd stage) - additional 140 sq. m. (total area 3,000 sq. ft.)
 - Auxiliary Building - Shared Use
 - 7m x 15m (23' x 49'); 93.75 sq. m. (1009 sq. ft.)
 - Pre-fabricated steel or frame construction
 - Supervisor's offices, washrooms, locker room & lunch/meeting room
 - Secure shower room adjacent to locker room
 - Potential for solar power augmentation
 - Potential for rainwater harvesting (roof catchment & under building storage)
- Perimeter Security Fencing
 - Aesthetic 2.4m (8') high security fence on Kanaka Road frontage
 - Heavy duty chain-link 2.4m high fencing on east, south and west boundaries
 - Keypad-controlled gates
- Security Lighting
 - High-mast (10-12m high) directional LED floodlighting at site perimeter corners
 - Buildings - exterior wall-mounted area lights as needed
 - Potential for solar-powered site lighting
- Transit Bus Parking
 - Two - 30' long "small" buses with EV charging stations
 - Eight - 35' long "medium" buses with EV charging stations
- Staff and Crew Vehicle Shared Parking with EV charging stations
 - Personal and work vehicle parking
 - Parks maintenance equipment parking
 - EV charging infrastructure facility at yard northeast corner
- Shared-Use Vehicle & Equipment Wash Station
 - Concrete wash pad; 9m x 9m (30' x 30') w/ catch basin drain & debris trap
 - Automatic "Wash-bot" equipment and storage shed
 - High-volume water connection
- Parks Small Equipment Fuel Storage - small tank in fenced security enclosure
- Shared-Use Garbage Dumpster
- Parks Maintenance Sea-Can Storage Units
 - Two existing sea-cans from Rainbow Road site to be relocated to maintenance yard
 - One 20' unit and one 40' unit
- Parks Maintenance Bulk Material Storage Bins
 - For planting medium, gravel, sand, compost, etc.
 - Units approx. 3m wide x 3m deep x 2m high
 - Constructed as needed from concrete loc-block on concrete base

Revisions		
No.	Date	Description
01	Jun. 06, 2023	General
02	Nov. 20, 2023	General
03	Jan. 15, 2024	General

CRD
CAPITAL REGIONAL
DISTRICT

SALT SPRING ISLAND
PARKS & RECREATION



PROPOSED
NEW PARKS
MAINTENANCE
and BC TRANSIT
YARDS AT
KANAKA ROAD,
GANGES, BC

GENERAL
CONCEPT 03

SITE PLAN
Context &
Existing

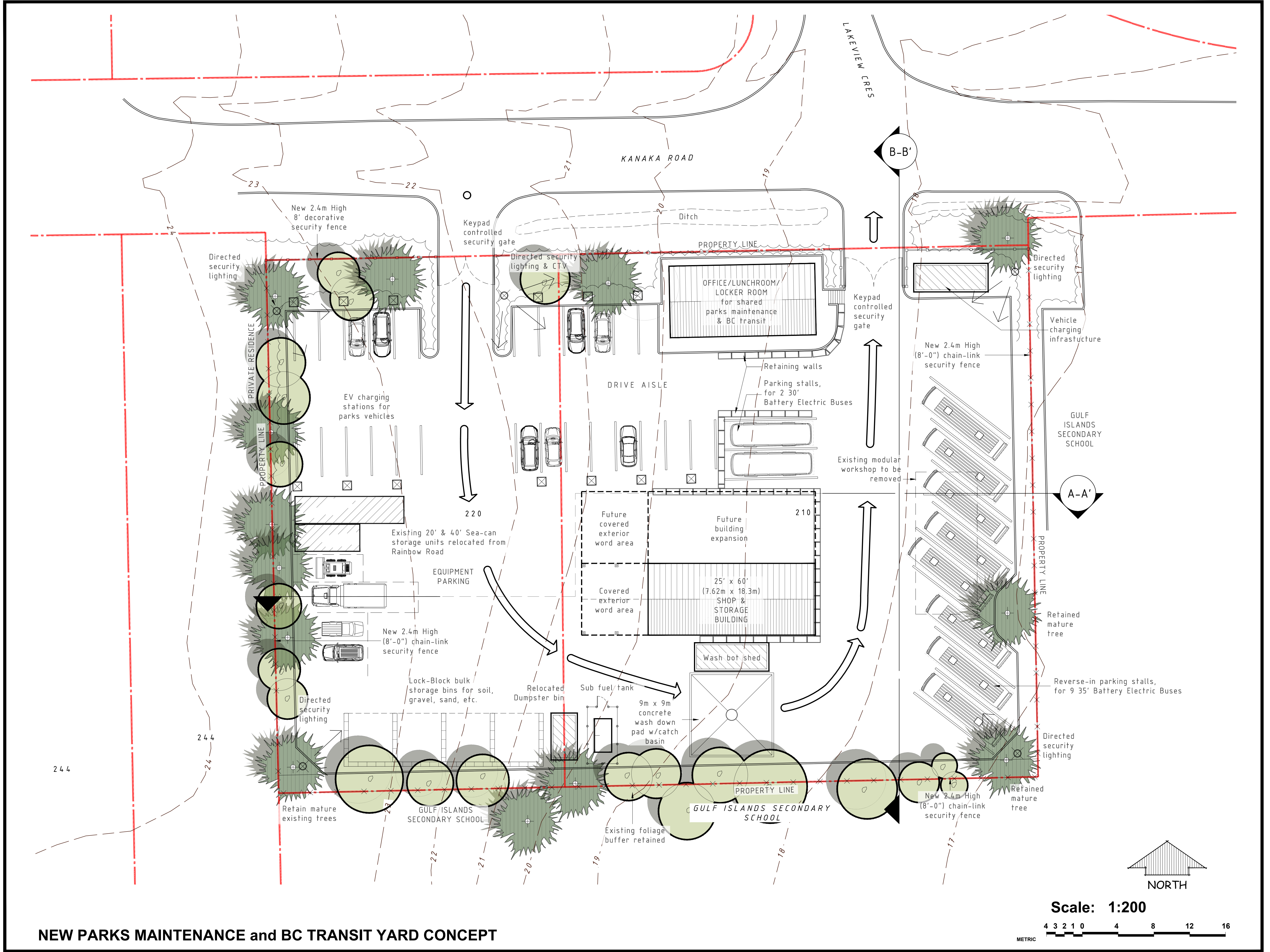


David Gibbon
Park Planning and Management
217 Canvasback Place Salt Spring Island BC
t. 250-537-5400
c. 250-720-5542
e. gibbond392@gmail.com

Project No.: 2023-01
Drawn by: dog, srd
Date: May 28, 2023

Drg. No. **SS - 3.1**

Revision No.: 03 Date: January 14, 2024



Revisions		
No.	Date	Description
01	Jun. 06, 2023	General
02	Dec. 01, 2023	Separate Yards
02	Dec. 23, 2023	Shared Yards
04	Jan. 01, 2024	General
05	Jan. 14, 2024	General

CRD
CAPITAL REGIONAL
DISTRICT

**SALT SPRING ISLAND
PARKS & RECREATION**



PROPOSED NEW PARKS MAINTENANCE and BC TRANSIT YARDS AT KANAKA ROAD, GANGES, BC

**GENERAL
CONCEPT 03**

**SITE PLAN
Study Sketch**

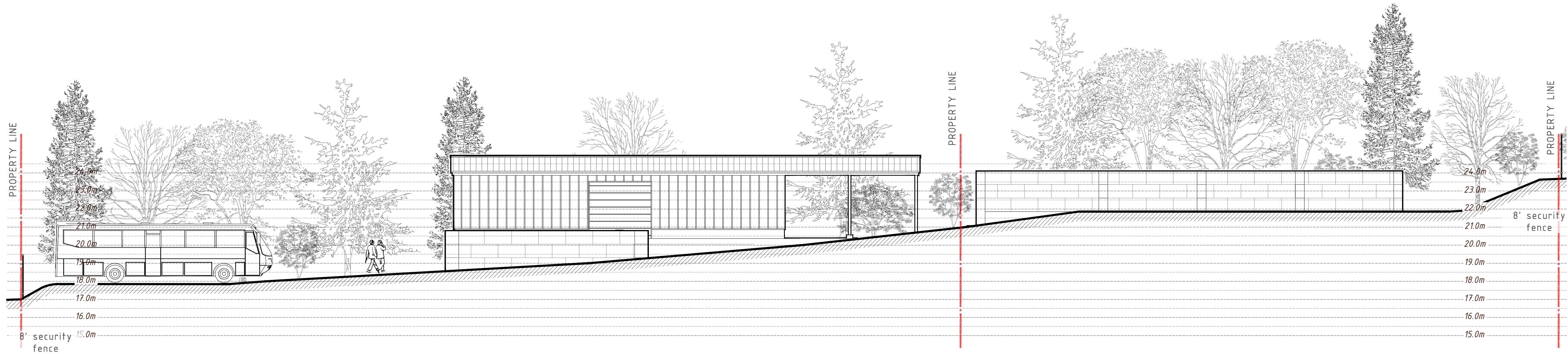


David Gibbon
Park Planning and Management
217 Canvasback Place Salt Spring Island BC
t. 250-537-5400
c. 250-720-5542
e. gibbond392@gmail.com

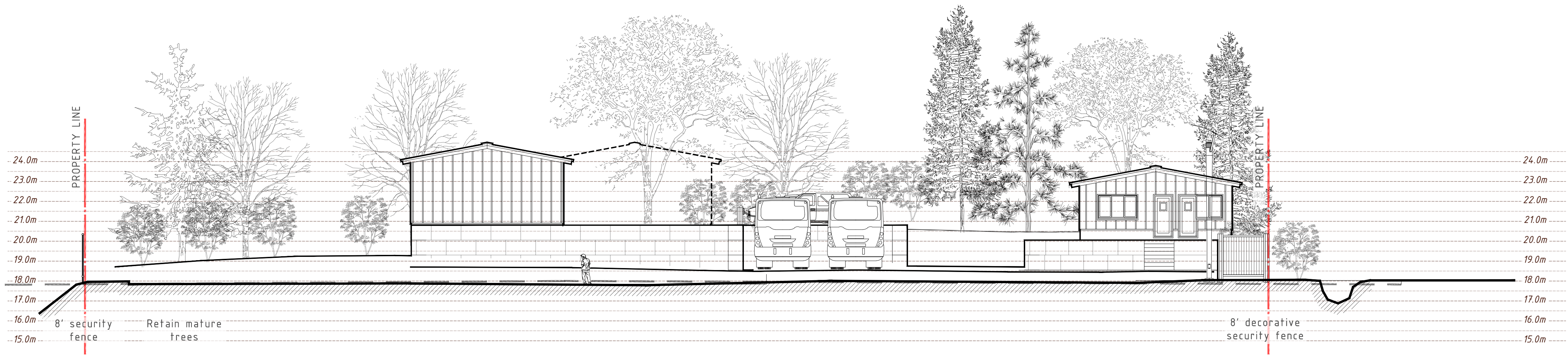
Project No.: 2023-01
Drawn by: dog, srd
Date: May 28, 2023

Drg. No. **SS - 3.2**

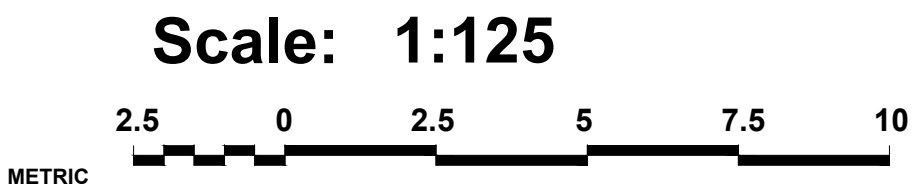
Revision No.: 05 Date: January 14, 2024



SECTION A-A' - EAST/WEST LOOKING SOUTH



SECTION B-B' - SOUTH/NORTH LOOKING WEST



Revisions		
No.	Date	Description
01	Jun. 06, 2023	General
02	Dec. 01, 2023	Separate Yards
02	Dec. 23, 2023	Shared Yards
04	Jan. 01, 2024	General
05	Jan. 14, 2024	General

CRD
CAPITAL REGIONAL
DISTRICT

SALT SPRING ISLAND
PARKS & RECREATION



PROPOSED
NEW PARKS
MAINTENANCE
and BC TRANSIT
YARDS AT
KANAKA ROAD,
GANGES, BC

GENERAL
CONCEPT 03

SITE PLAN
Typical Cross
Sections

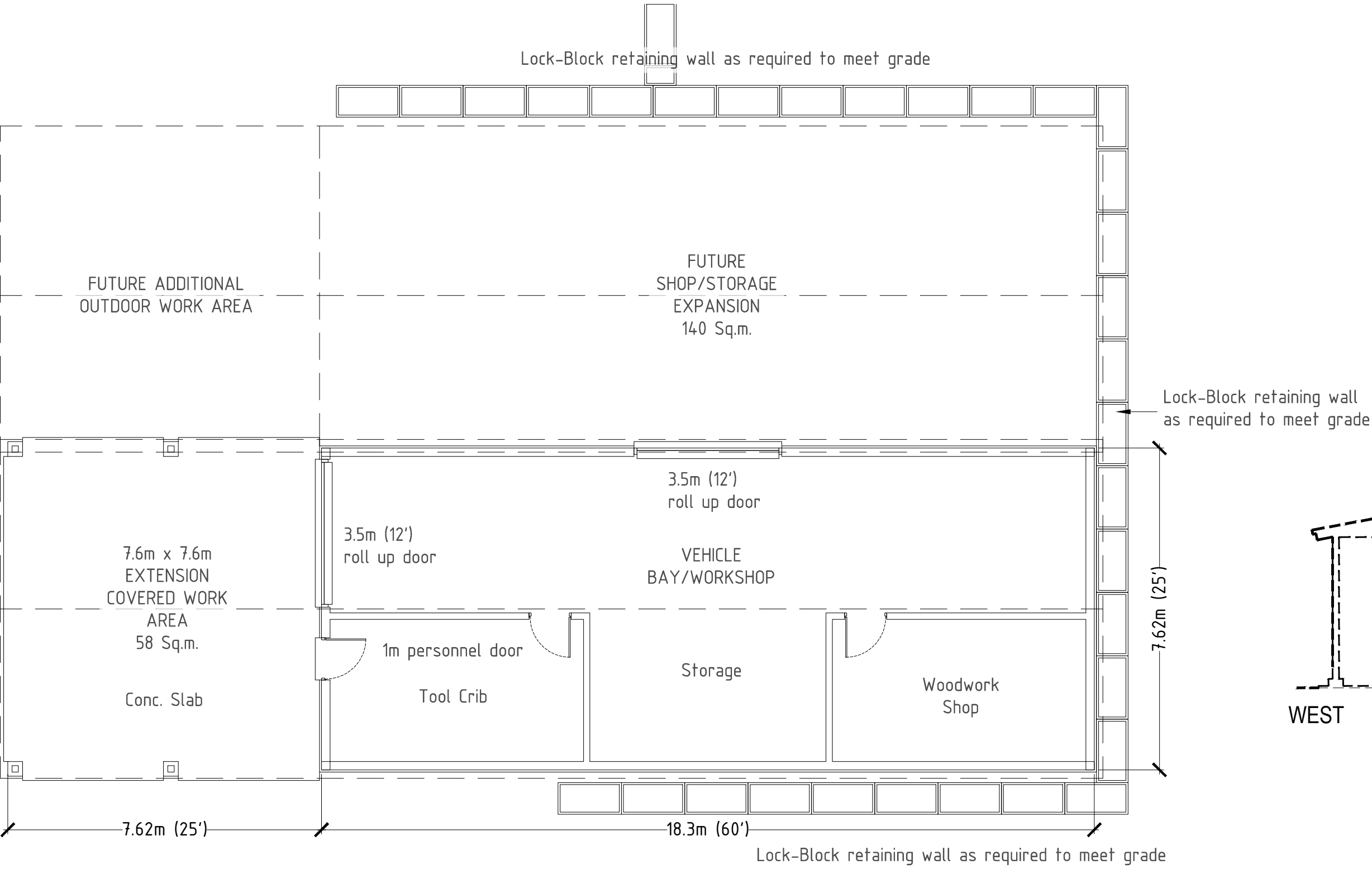


David Gibbon
Park Planning and Management
217 Canvasback Place Salt Spring Island BC
t. 250-537-5400
c. 250-720-5542
e. gibbond392@gmail.com

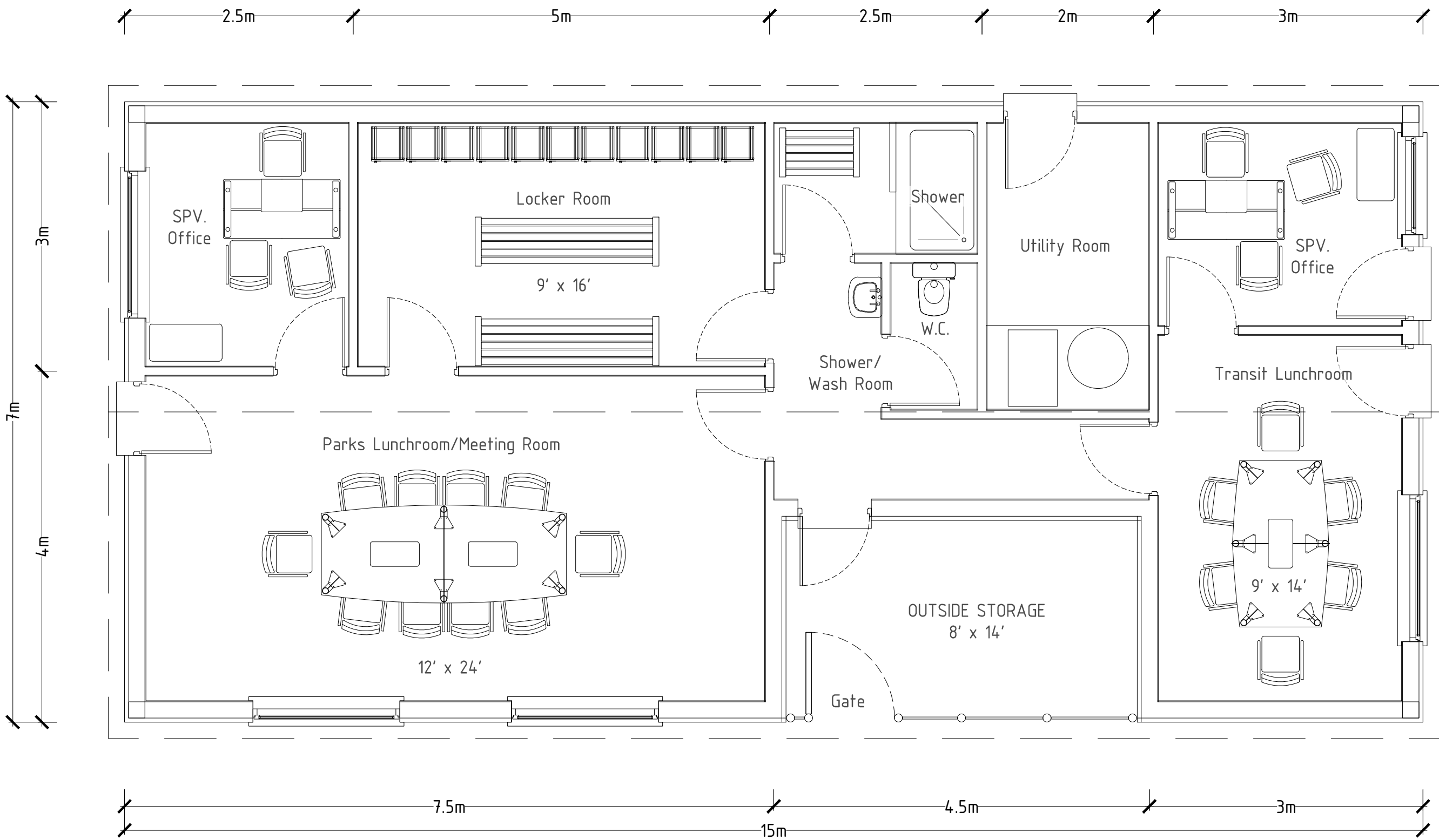
Project No.: 2023-01
Drawn by: dog, srd
Date: May 28, 2023

Drg. No. **SS - 3.3**

Revision No.: 05 Date: January 14, 2024



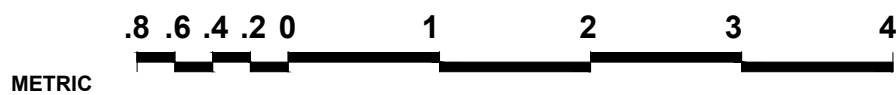
SHOP/STORAGE BUILDING PREFABRICATED STEEL BUILDING
7m x 12m (23' x 39')
84 Sq.m/ Approx. (904 Sq.ft)



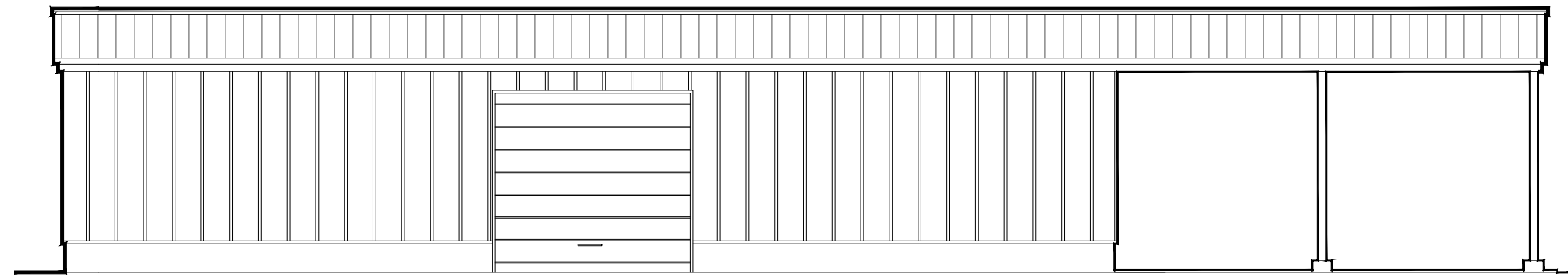
OFFICE/LUNCHROOM BUILDING
7m x 15m (23' x 49')
93.75 Sq.m/ Approx. (1009 Sq.ft)

PARKS - 52.5 Sq.m
TRANSIT - 21 Sq.m
SHARED - 20.25 Sq.m

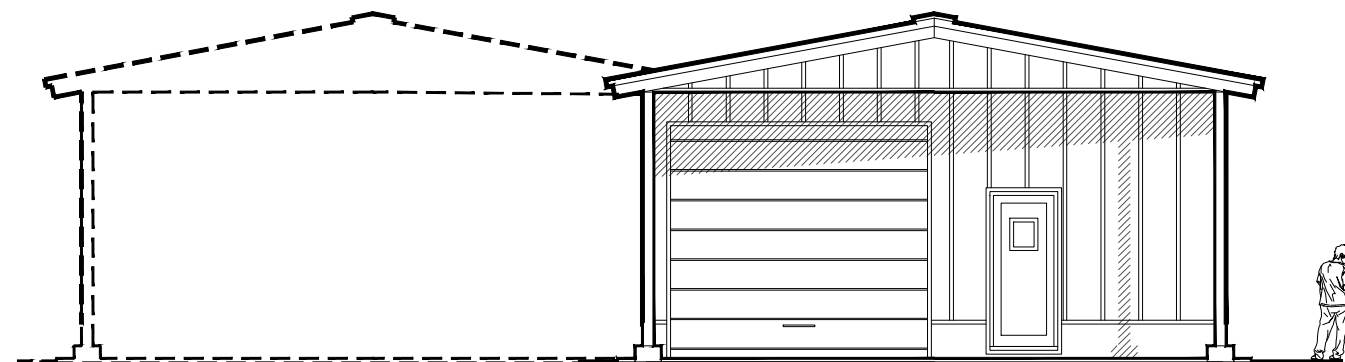
Scale: 1:50



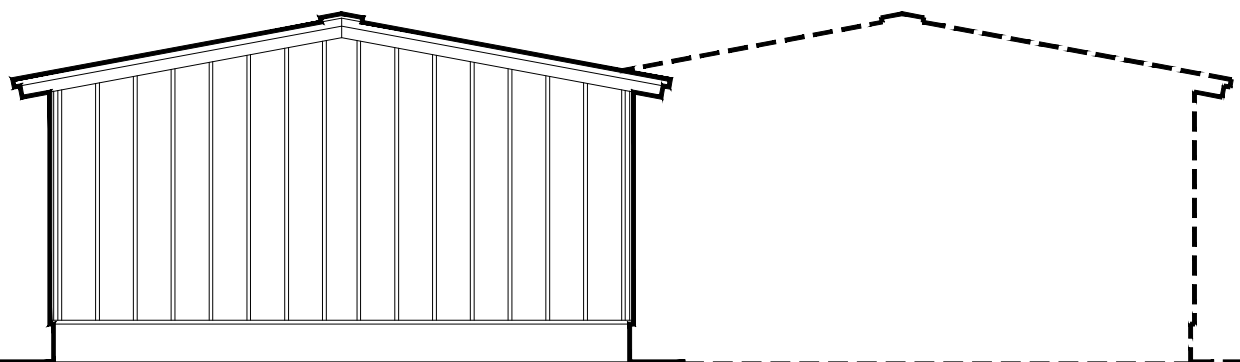
1:50



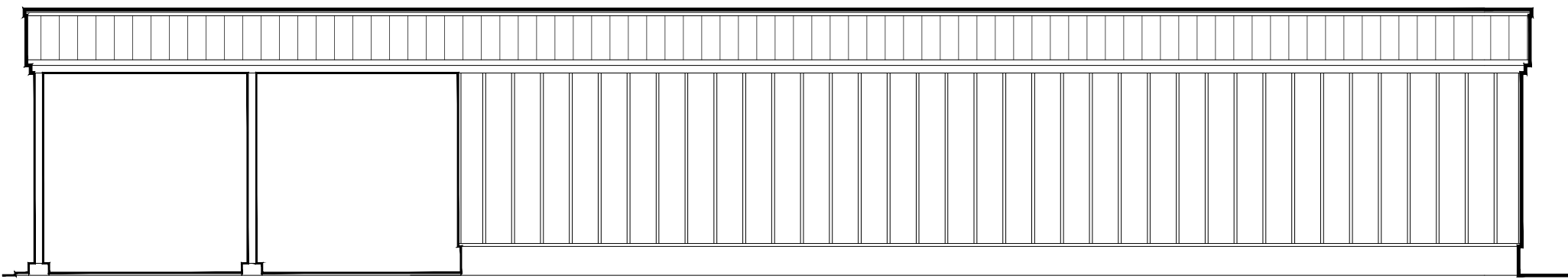
NORTH



WEST



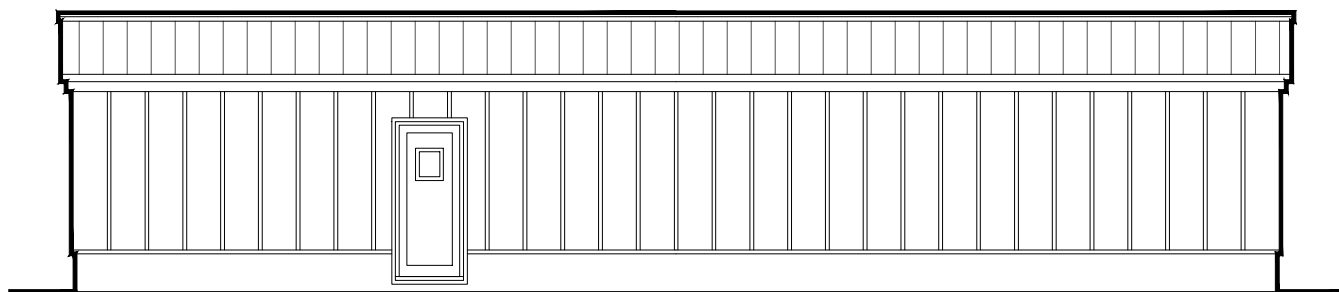
EAST



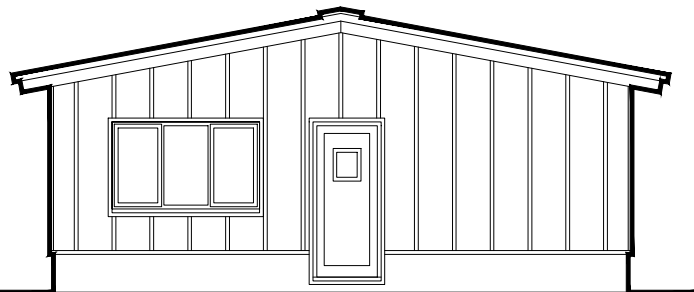
SOUTH

ELEVATIONS

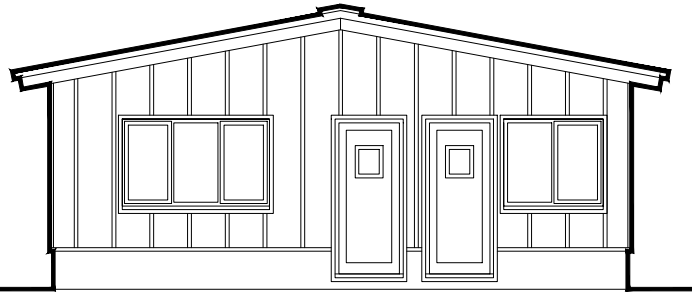
1:100



NORTH



WEST

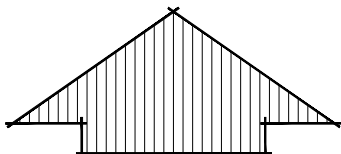


EAST



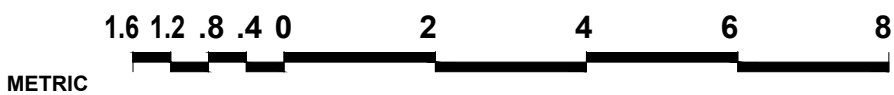
SOUTH

ELEVATIONS



NORTH

Scale: 1:100



METRIC

TITLE SEARCH PRINT

2024-08-13, 15:58:36

File Reference: 100689

Requestor: property fe property fe

Declared Value \$\$136,200.

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN******Land Title District**

Land Title Office

VICTORIA

VICTORIA

Title Number

From Title Number

EF82447

H95503

Application Received

1992-06-30

Application Entered

1992-07-10

Registered Owner in Fee Simple

Registered Owner/Mailing Address:

CAPITAL REGIONAL DISTRICT,
524 YATES STREET
VICTORIA, BC
V8W 2S6**Taxation Authority**Capital Assessment Area
North Salt Spring Waterworks District**Description of Land**

Parcel Identifier:

003-915-255

Legal Description:

PARCEL A (DD 362513I) OF LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING
ISLAND, COWICHAN DISTRICT, PLAN 17333**Legal Notations**THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY THE AGRICULTURAL LAND
COMMISSION ACT; SEE AGRICULTURAL LAND RESERVE PLAN NO. 4, DEPOSITED
JULY 11, 1974**Charges, Liens and Interests**

Nature:

COVENANT

Registration Number:

EL37008

Registration Date and Time:

1997-03-27 09:24

Registered Owner:

SALT SPRING ISLAND LOCAL TRUST COMMITTEE
PURSUANT TO SECTION 215 LAND TITLE ACT.

Remarks:

Duplicate Indefeasible Title

NONE OUTSTANDING

Transfers

NONE

TITLE SEARCH PRINT

File Reference: 100689

Declared Value \$\$136,200.

2024-08-13, 15:58:36

Requestor: property fe property fe

Pending Applications

NONE

TITLE SEARCH PRINT

2024-08-21, 10:14:48

File Reference: 100689

Requestor: property fe property fe

Declared Value \$ 175000

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN******Land Title District**

VICTORIA

Land Title Office

VICTORIA

Title Number

EK122490

From Title Number

M30978

Application Received

1996-10-31

Application Entered

1996-11-05

Registered Owner in Fee Simple

Registered Owner/Mailing Address:

CAPITAL REGIONAL DISTRICT
524 YATES STREET
VICTORIA, BC
V8W 2S6**Taxation Authority**Capital Assessment Area
North Salt Spring Waterworks District**Description of Land**

Parcel Identifier:

003-915-204

Legal Description:

LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT,
PLAN 17333, EXCEPT PARCEL A (DD 362513I) THEREOF**Legal Notations**THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY THE AGRICULTURAL LAND
COMMISSION ACT; SEE AGRICULTURAL LAND RESERVE PLAN NO. 4, DEPOSITED
JULY 11TH, 1974**Charges, Liens and Interests**

NONE

Duplicate Indefeasible Title

NONE OUTSTANDING

Transfers

NONE

Pending Applications

NONE

97 MAR 27 09 24

EL037008

Land Title Act

Form C

(Section 219.81

Province of

British Columbia

GENERAL DOCUMENT

LAND TITLE OFFICE
VICTORIA

(This area for Land Title Office use)

Page 1 of 7 Page(s)

1. Application: (Name, address, phone number and signature of applicant, applicant's solicitor or agent) ~~03/27/97 401310 CHARGE 50.00~~
CHRISTINE CONDRON

524 Yates Street, Victoria, B.C. V8W 2S6

360 3176


Signature of Authorized Agent

2. Parcel Identifier and Legal Description of Land:

(PID)

(Legal Description)

003-915-255

Parcel A (DD362513-1) of Lot 1, Section 2, Range 3 East, North
Saltspring Island, Cowichan District, Plan 17333

3. Nature of Interest:*

Description

Document Reference
(page and paragraph)

Person Entitled to Interest

Section 215 Covenant

Entire Instrument

Transferee

4. Terms: Part 2 of this Instrument consists of (select one only):

(a) Filed Standard Charge Terms

| | D.F. Number:

(b) Express Charge Terms

| X | Annexed as Part 2

(c) Release

| | There is no Part 2 of this Instrument

A selection of (a) or (b) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this Instrument. If (c) is selected, the charge described in Item 3 is released or discharged as a charge on the land described in Item 2.

5. Transferor(s):

CAPITAL REGIONAL DISTRICT

6. Transferee(s): (including occupation(s), postal address(es) and postal code(s))*

SALT SPRING ISLAND LOCAL TRUST COMMITTEE, a local trust committee incorporated under the *Islands Trust Act*, S.B.C. 1989, C. 68, 2nd Floor, 1627 Fort Street, Victoria, B.C., V8W 3E1

7. Additional or Modified Terms:

N/A

8. Execution(s):** This Instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this Instrument, and acknowledge(s) receipt of a true copy of the filed Standard Charge Terms, if any.

Officer Signature(s)

Execution Date

Y M D

Transferor(s) Signature(s)

Simon D. Joslin
Capital Regional District
P.O. Box 1000, 524 Yates St.
Victoria, B.C. 97/03/26
A Commissioner for Taking Affidavits
in the Province of British Columbia

As to the signature(s) of:

97/03/26

CAPITAL REGIONAL DISTRICT by its authorized signatory (ies):

Jacques Campbell
 Name: ~~John Campbell~~ *Jacques Campbell*
Carmen Thiel
 Name: CARMEN IDA THIEL

Sidney Filkow

SIDNEY FILKOW
 BARRISTER & SOLICITOR
 2 - 150 FULFORD-GANGES RD.
 AS ~~SALT SPRING ISLAND~~ (B.C.): V8K 2T8

as to David Borrowman

SALT SPRING ISLAND LOCAL TRUST COMMITTEE

by its authorized signatory (ies):

97/03/26

David Borrowman
 Name: David Borrowman

Name:

Witness as to signature only,
 No advice sought or given,

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the Evidence Act R.S.B.C. 1979, c. 116, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

PART 2 - TERMS OF INSTRUMENT**SECTION 215 LAND USE COVENANT**

This Agreement dated for reference: March, 26, 1997, is

BETWEEN:

SALT SPRING ISLAND LOCAL TRUST COMMITTEE, a local trust committee incorporated under the Islands Trust Act, S.B.C. 1989, c.68, 2nd Floor, 1627 Fort Street, Victoria, B.C., V8W 3E1,

(hereinafter referred to as the "Trust Committee")

AND:

CAPITAL REGIONAL DISTRICT, 524 Yates Street, Victoria, B.C., V8W 2S6

(hereinafter referred to as the "Owner")

GIVEN THAT:

A. The Capital Regional District is the registered owner of:

P.I.D.: 003-915-255

Parcel A (DD362513-I) of Lot 1, Section 2, Range 3 East, North Saltspring Island, Cowichan District, Plan 17333 (the "Land").

B. The Trust Committee has given three (3) readings to ByLaw 323 which creates a comprehensive Development 9 Zone (as described below) and establishes a minimum average parcel area of 11.5 acres to be generally applicable within the zone and a minimum average parcel area of 10.4 acres to apply within the Zone provided a recreational facility is built as specified ByLaw 323.

C. The Properties to be included within the comprehensive Development 9 Zone are legally described as follows:

(a) P.I.D.: 008-281-742

The South 1/2 of the North East 1/4 of Section 70, South Saltspring Island, Cowichan District (hereafter referred to as the "South 1/2"),

- (b) P.I.D.: 009-433-619
The North 1/2 of Section 71, South Saltspring Island, Cowichan District,
and
- (c) P.I.D.: 015-423-824
Lot 5, Sections 76 & 77, South Salt Spring Island, Cowichan District, Plan 49595 except
that part in Plan 49775.

(Collectively called the "Development 9 Zone")

- D. The Owner wishes to grant to the Trust Committee a covenant under s.215 of the Land Title Act to ensure that any subdivision and development of the Land takes place in accordance with this Covenant.
- E. A comprehensive land use covenant under s.215 of the Land Title Act will be registered concurrently with this Covenant over the properties within the Development 9 Zone to ensure that any subdivision and development within the Development 9 Zone takes place in accordance with ByLaw 323, and that the South 1/2 is dedicated to the Capital Regional District as park.

THIS AGREEMENT is evidence that in consideration of TWO DOLLARS (\$2.00) paid by the Trust Committee to the Owner (the Receipt of which is acknowledged by the Owner), and in consideration of the promises exchanged below, the Trust Committee and the Owner agree, as covenants granted by the Owner to the Trust Committee under s.215 of the Land Title Act, R.S.B.C. 1979, c.219, and as a contract between the Owner and the Trust Committee, as follows.

ARTICLE 1

DEFINITIONS AND INTERPRETATION

1.1 Definitions

In this Agreement

- (a) "Dwelling Unit" means a dwelling unit as defined in the Zoning ByLaw.
- (b) "Zoning Bylaw" means Zoning Bylaw, Salt Spring Island, 1985 as it is in force on the date of final adoption of Bylaw 323.

1.2 Interpretation

Reference in this Agreement to

- (a) the singular includes a reference to the plural and a reference to the plural includes a reference to the singular,
- (b) a "party" is a reference to a party to this Agreement,
- (c) a particular numbered "article" or "section" or to a particular lettered "schedule" is a reference to the corresponding numbered or lettered article, section or schedule of this Agreement,
- (d) an "enactment" is a reference to an enactment as defined in the Interpretation Act and is a reference to any revision, amendment or re-enactment of, or replacement for, that enactment, and
- (e) the Trust Committee includes a reference to its successors in function, including a municipality.

1.3 Headings

The division of this Agreement into articles, sections and schedules is for convenience of reference only and does not affect its interpretation. The article and section headings used in this Agreement are for convenience of reference only and do not affect the interpretation of this Agreement.

ARTICLE 2

RESTRICTION ON FUTURE DEVELOPMENT

- 2.1 Henceforth no subdivision or development of the Land shall take place which allows or creates more than three Dwelling Units in total on the Land.
- 2.2 The Owner acknowledges that neither the approving officer having jurisdiction in respect of the Land under the Land Title Act and the Condominium Act, nor the authority having jurisdiction to issue building permits in respect of the Land is under any duty to issue any approval or permit that would contravene section 2.1.

ARTICLE 3

GENERAL

3.1 Term of this Agreement

The Trust Committee agrees that within a reasonable time after a demand by the Owner, the Trust Committee must execute and deliver to the Owner a discharge of this Agreement, executed in registrable form, discharging this Agreement from the Land if

- (a) ByLaw 323 has not been given fourth (4th) reading and has not come into force on or before December 31, 1997, or
- (b) a bylaw of the Trust Committee has come into force repealing section 25.H.5(b) of Bylaw 323 and the applicable appeal periods under the Land Title Act and the Municipal Act in respect of both those matters have expired, and either one year has elapsed from the date of adoption of the bylaw repealing section 25.H.5(b) of Bylaw 323 or the Owner has agreed in writing to the application of the bylaw to the Land.

3.2 No Effect on Laws or Powers

This Agreement does not

- (a) affect or limit the discretion, rights, duties or powers of the Trust Committee under any enactment or at common law, including in relation to the use or subdivision of the Land or in relation to the Rezoning,
- (b) impose on the Trust Committee any legal duty or obligation, including any duty of care or contractual or other legal duty or obligations, to enforce this Agreement,
- (c) affect or limit any enactment relating to the use or subdivision of the Land, or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Land.

3.3 Waiver

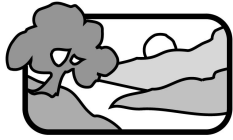
An alleged waiver of any breach of this Agreement is effective only if it is an express waiver in writing of the breach. A waiver of a breach of this Agreement does not operate as a waiver of any other breach of this Agreement.

3.4 Release and Indemnity

The Owner irrevocably releases the Trust Committee from, and waives, any claim, right, remedy, action, cause of action, loss, damage, expense or liability which the Owner may have against the Trust Committee in respect of the Agreement or its performance or breach. The Owner must indemnify and hold the Trust Committee harmless from and against any claim, right, remedy, action, cause of action, loss, damage, expense or liability incurred, suffered or asserted by the Owner or anyone else in connection with performance of this Agreement by the Owner or its breach by the Owner or connected with any negligence or other legal wrong of the Owner.

As evidence of their agreement to be bound by the above terms, the Owner and the Trust Committee have each executed and delivered this Agreement by executing Part 1 of the Land Title Act Form C attached to and forming part of this Agreement.

End of Document



Islands Trust

BYLAW REFERRAL FORM

4-121 McPhillips Ave
Salt Spring Island, BC V8K 2T6
Ph: (250) 537-9144
ssiinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Salt Spring Island Trust Area Bylaw No.: 543 Date: March 31, 2025

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 60 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Dan Ovington for Capital Regional District 108-121 McPhillips Ave. Salt Spring Island BC V8K 2T6

PURPOSE OF BYLAW:

To include administrative definition of Public Works Facility in the LUB and change subject property zoning from Agriculture 1 and Residential 2 (A1 & R2) to Community Facility 3 (CF3) zone to permit the proposed upgrade to the CRD parks maintenance facility.

GENERAL LOCATION:

210 & 220 Kanaka Road, Salt Spring Island

LEGAL DESCRIPTION:

PARCEL A (DD 362513I) OF LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333;
LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333, EXCEPT PARCEL A (DD 362513I) THEREOF

SIZE OF PROPERTY AFFECTED:

0.5 ha (1.2 ac)

ALR STATUS:

Within ALR

OFFICIAL COMMUNITY PLAN DESIGNATION:

Ganges Village Upper & Agriculture

OTHER INFORMATION:

Please fill out the Response Summary on the back of this form. If your agency's interests are "*Unaffected*", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this Bylaw.

(Signature)

Name: Oluwashogo Garuba

Title: Island Trust Planner

This referral has been sent to the following agencies:

First Nations

Cowichan Tribes
Halalt First Nation
Lyackson First Nation
Pauquachin First Nation
Penelakut Tribe
Semiahmoo First Nation
Stz'uminus First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation
Ts'uubaa-Asatx (Lake Cowichan) First Nation

Salt Spring Island Coast Salish Society

Provincial Agencies

Agricultural Land Commission
BC Assessment Authority
Front Counter BC

Regional Agencies

Capital Regional District
CRD – SSI Building Inspection
SSI Advisory Planning Commission
SSI Agricultural Advisory Planning Commission

Non-Agency Referrals

BC Ambulance Service
RCMP
SSI Fire-Rescue

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee
Mayne Island Local Trust Committee
North Pender Island Local Trust Committee
Thetis Island Local Trust Committee
Cowichan Valley Regional District

BYLAW REFERRAL FORM
RESPONSE SUMMARY

☐ Approval Recommended for Reasons Outlined Below

☐ Approval Recommended Subject to Conditions Outlined Below

☐ Interests Unaffected by Bylaw

☐ Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
(Island)

(Signature)

(Date)

543
(Bylaw Number)

(Title)

(Agency)

DRAFT

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 543

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW, 1999

The Salt Spring Island Local Trust Committee, being the Local Trust Committee having jurisdiction in respect of the Salt Spring Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2025”.

2. Salt Spring Island Local Trust Committee Bylaw No. 355, cited as “Salt Spring Island Land Use Bylaw, 1999,” is amended as follows:

2.1 Section 1.1 – Definitions, Sub-section 1.1.1 is amended by adding the following new definition:

“**public works facility**” means the use of land, buildings or structures for the maintenance, repair or storage of vehicles, equipment and materials that are used solely for the provision, maintenance or repair of public infrastructure, transit buses and vehicles in general and houses operational or administrative functions for the general benefit of the island on which it is located.

2.2 Section 9.4 – COMMUNITY FACILITIES ZONES, is amended by deleting the word “and” and adding the words “and Community Facilities 3” as follows:

The regulations in the tables in this Section apply to land in the Community Facilities 1 (CF1), Community Facilities 2 (CF2) and Community Facilities 3 (CF3) *zones* as indicated by the column headings.

2.3 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.1, is amended by inserting column CF3 in the table as follows:

	CF1	CF2	CF3
Principal Uses, Buildings and Structures			
<i>Public</i> schools, pre-schools and <i>child day care</i> centres.	•		
Libraries	•		
<i>Churches</i>	•		
<i>Community halls</i>	•		
<i>Public</i> hospitals, clinics and health care facilities	•		
Non-commercial active <i>outdoor</i> recreation	•		
Non-commercial <i>indoor</i> recreation facilities	•		
Service club <i>buildings</i>	•		
Performing and visual art centres, including <i>accessory sales</i>	•		
Collection of recyclable materials	•	•	
Sorting and <i>temporary</i> storage of recyclable materials		•	
Collection of <i>municipal solid waste</i>		•	

Sorting and temporary storage of municipal storage waste		•	
Liquid waste treatment		•	
Public service uses		•	
Public works facility			•
Accessory Uses			
Intermittent retail sales and retail services accessory to a principal use	•	•	•
Residential unit accessory to a principal use			•

2.4 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.2 is amended by inserting column CF3 in the table as follows:

	CF1	CF2	CF3
Lot Coverage and Floor Area			
Maximum combined lot coverage of all buildings and structures (per cent)	25	25	25
Setbacks			
Despite Subsection 4.3.1, the following lot line setbacks apply for the specific zone indicated:			
Minimum rear lot line setback abutting commercial or general employment zone (metres)	3.0	*	N/A
Minimum interior side lot line abutting non-commercial or non-general employment zone (metres)	7.5	7.5	N/A
Minimum interior side lot line setback abutting commercial or general employment zone (metres)	*	7.5	N/A
Minimum exterior side lot line setback (metres)	*	7.5	0.0

* indicates the provisions of Section 4.3 apply.

2.5 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.3 (1), is amended by deleting the word “and” and inserting the words “and Community Facility 3” before the as follows:

- (1) The regulations in this Subsection apply to the *subdivision* of land under the Land Title Act or the Strata Property Act for land in the Community Facility 1, Community Facility 2 and Community Facility 3 Zones.

2.6 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.3, is amended by inserting column CF3 into the table as follows:

	CF1	CF2	CF3
Minimum Lot Areas, Water Supply and Sewage Treatment Servicing Requirements			
Minimum area of an individual lot that may be created through <i>subdivision</i> , provided each lot has an individual on-site sewage treatment system and an adequate supply of <i>potable</i> water (ha)	1	1	N/A
Minimum area of an individual lot that may be created through <i>subdivision</i> , provided each lot has a connection to a <i>community sewage collection system</i> and a <i>community water system</i> (ha)	0.2	0.2	N/A

2.7 Section 9.4 – COMMUNITY FACILITIES ZONES is amended by adding a new Subsection 9.4.5 as follows:

9.4.5 Special Provisions

- (1) The following special provisions apply to the Community Facility Zone 3 (CF3) zone:
- (a) Despite Section 4.3, no *building* or *structure* other than a *pumphouse*, *public utility structure* or underground utility may be constructed within the following setbacks from lot lines or road access easements:
 - Setback from *front lot line*: 0m
 - Setback from *rear lot line*: 0m
 - Setback from *interior side lot line*: 0m
 - Setback from *exterior side lot line*: 0m.
 - (b) The maximum number of *residential* unit accessory to a *principal use* is one (1) per lot.

2.8 Schedule "A" – Zoning Map is amended by changing the zoning classification of PARCEL A (DD 362513I) OF LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333 and LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333, EXCEPT PARCEL A (DD 362513I) THEREOF from Agriculture 1 (A1) and Residential 2 (R2) respectively to Community Facility 3 (CF3), as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule "A" to Bylaw No. 355 as are required to effect this change.

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____
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____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

From: Referrals <referrals@halalt.org>
Sent: Monday, March 31, 2025 12:36 PM
To: Rob Pingle
Subject: Automatic reply: Salt Spring Island Local Trust Committee Proposed Bylaw No 541 Referral - For Response

Halalt receives a high volume of emails; including referrals, invitations, and requests for consultation; and you may not receive a response within your requested time frame. A lack of response **does not** imply that Halalt First Nation is in agreement or supportive of your request.

This auto-response email does **not** constitute a formal response from Halalt First Nation, nor does your email constitute consultation. The Crown is legally obligated to consult and accommodate First Nations on decisions that could impact their Indigenous Interests.

Should your request require a response from Halalt we expect you to provide adequate time for a response, and to make **every effort** to engage in a thorough debrief of the issue and/or application with Halalt First Nation.

Please provide the File Number and Location of the Project in your email subject line; and please include project details in the body of the email to enable efficient triage of priority files.

Huy ch' qu,

Referrals Coordinator
Halalt First Nation
referrals@halalt.org



Ts'uubaa-asatx Nation
313B Deer Lake Road
Lake Cowichan, British Columbia
V0R 2G0
Phone: 250-749-3301
Fax: 250-749-4286

2-Apr-2025 10:46 PDT

Islands Trust
Attn: Rob Pingle

Project Name: SS-BL-543
Date Received: 31-Mar-2025
Ts'uubaa-asatx Nations Consultation Spectrum Assessment: Level 3

'Au Si'em:

The project area appears to fall within the Hul'q'umi'num Statement of Intent as submitted to the BC Treaty Commission process, but outside Ts'uubaa-asatx Nation's core title area. Ts'uubaa-asatx Nation would recognize this area as being in close proximity to other Hul'q'umi'num or Nuu-chah-nulth First Nation Tumuhw (lands). As such, I would categorize this as a Level 3 rights area for Ts'uubaa-asatx Nation. Level 3 identifies that Ts'uubaa-asatx Nation had harvesting, trade and Nation to Nation relations, but not necessarily sole title and governing authorities, which would be Ts'uubaa-asatx Nation's highest S.35 interests and would require high end of the Haida spectrum consultation.

However, Level 3, is still considered to be a very high consultation matter as it represents our inter-community cultural activities and shared title and harvesting areas with our Hul'q'umi'num or Nuu-chah-nulth relatives. Despite this we would generally defer to the First Nation(s) whose traditional territory fronts this area. Should Ts'uubaa-asatx Nation identify greater interests in the future we retain the right to revise this assessment. However, at this time, we defer to any Nation(s) whose title and governing authorities are directly affected.

'Uy' Skweyul,

Monty Horton

Hul'q'umi'num language terms:

'Au Si'em: a term denoting high respect.

'Uy' Skweyul: good day.





Pauquachin First Nation

16-Apr-2025 09:31 PDT

Islands Trust

Attn: Rob Pingle

Proposed Decision: No Issues

Project Name: Salt Spring Island Bylaw 543

Date Received: 15-Apr-2025

Pauquachin First Nation's Consultation Spectrum Assessment: Level 1

Pauquachin First Nation is in receipt of the referral for: Salt Spring Island Bylaw 543

This area appears to be on/in an area that Pauquachin First Nation would recognize as being outside our title and governance areas. As such, I would categorize this as a Level 1 rights area for Pauquachin First Nation. Level 1 identifies that the project appears to be wholly within another First Nations title and Governance area. Our interests in this area would be limited to Trade, First Nations Government-to-Government and inter-community relationships, but not necessarily Title and governing authorities, which would be Pauquachin First Nation's highest S.35 interests and would require high end of the Haida spectrum consultation.

Given this assessment we would defer to the First Nation(s) whose traditional territory this project lies within or is affected by the project. Should Pauquachin First Nation identify greater interests in the future we retain the right to revise this assessment. However, at this time, we defer to any Nation(s) whose title and governing authorities are directly affected.

Sincerely,

Monty Horton, Lands Governance Officer

Pauquachin First Nation

Tel: 250-937-9195

Email: lands@pauquachin.com

From: TFN Referrals <referrals@tsawwassenfirstnation.com>
Sent: Friday, June 6, 2025 2:50 PM
To: Rob Pingle
Subject: Re: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

Hi Rob,

Sorry for the delay with getting back to you.

Tsawwassen First Nation (TFN) has no concerns regarding this file, at this time. However, TFN requests all copies of interim and final reports produced for this project.

hay čx^w qə

Thank you

Amelia Cooper, B.A., Cert.

Referrals Analyst

Treaty Rights and Title Department

Tsawwassen First Nation

1926 Tsawwassen Drive, Tsawwassen, BC V4M 4G4

C 604-619-6930



From: Rob Pingle <rpingle@islandstrust.bc.ca>

Sent: Monday, March 31, 2025 1:01 PM

To: 'twilliams@tsawwassenfirstnation.com' <'twilliams@tsawwassenfirstnation.com'>;

'policy@tsawwassenfirstnation.com' <'policy@tsawwassenfirstnation.com'>;

'referrals@tsawwassenfirstnation.com' <'referrals@tsawwassenfirstnation.com'>

Cc: Oluwashogo Garuba <ogaruba@islandstrust.bc.ca>; Reconciliation

<Reconciliation@islandstrust.bc.ca>

Subject: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

Some people who received this message don't often get email from
rpingle@islandstrust.bc.ca. [Learn why this is important](#)

Dear Chief and Council,

Re: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

We are contacting you in regards to a referral of Bylaw No. 543 (attached), which proposes to amend the Land Use Bylaw (LUB) to include administrative definition of Public Works Facility in the LUB and change subject property zoning from Agriculture 1 and Residential 2 (A1 & R2) to Community Facility 3 (CF3) zone to permit the proposed upgrade to the CRD parks maintenance facility on the properties at 210 & 220 Kanaka Road, Salt Spring Island. Our planner is available to discuss this referral with you if you would like to ensure that your Nation's concerns or comments are considered by our elected officials.

Staff reports and other materials related to the proposed bylaw can be viewed on our website at:

<https://islandstrust.bc.ca/island-planning/salt-spring/current-applications/> as PLRZ20240188.

A reply is respectfully requested by **May 30, 2025**.

Should you have any questions, or require further information on the Proposed Bylaw, please contact

Islands Trust Planner Oluwashogo Garuba at (250) 538-5603 or

ogaruba@islandstrust.bc.ca and she would be happy to answer any questions you may have.

Referral responses should be addressed to myself at rpingle@islandstrust.bc.ca.

Thank you for your time and attention to this referral,

Rob Pingle

Legislative Clerk | Deputy Secretary

Islands Trust | Salt Spring Island

Phone: 250-538-5600 | www.islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421

The new Islands Trust office at 121 McPhillips Avenue, Salt Spring Island is not open to the public at this time. Staff will continue to provide services by phone and e-mail until the new office space opens

Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

I respectfully acknowledge that the Islands Trust Area is located within the treaty lands and territories of the BOKEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEŁ, Qualicum, scəwəθən, səlilwətał, SEMYOME, shishálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SÁÁUTW, Stz'uminus, łaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOŁEŁP, WSIKEM, Xeláltxw, Xwémalhkwx, Xwsepsum, and xʷməθkʷəy̓əm First Nations. Islands Trust is

committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.

From: Mike Tippet <Mike.Tippet@cprd.bc.ca>
Sent: Tuesday, April 1, 2025 3:53 PM
To: Rob Pingle
Subject: RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response
Attachments: 2025-04-01 SS-BL-543_ReferralResp.pdf

Hi Rob, please find attached the CVVRD referral response for Bylaw 543.

Cheers,

Mike Tippet MRM, RPP, MCIP

Manager, Community Planning Division
Land Use Services Department
Cowichan Valley Regional District
175 Ingram Street
Duncan BC V9L 1N8
Telephone (direct) 250.710.2928

From: Rob Pingle <rpingle@islandstrust.bc.ca>
Sent: Monday, March 31, 2025 12:25 PM
To: Mike Tippet <Mike.Tippet@cprd.bc.ca>; Jas Chonk <jchonk@islandstrust.bc.ca>; Nadine Mourao <nmourao@islandstrust.bc.ca>; realestate@crd.bc.ca; amanda.vanderkloof@bcas.ca; saltspring@rcmp-grc.gc.ca; jholmes@saltspringfire.com; ALC.LUPRT@gov.bc.ca; FrontCounterBC@gov.bc.ca; cathie.mcintyre@bcassessment.ca
Cc: Oluwashogo Garuba <ogaruba@islandstrust.bc.ca>
Subject: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

Dear Referral Coordinators,

We are contacting you in regards to a referral of Bylaw No. 543 (attached), which proposes to amend the Land Use Bylaw (LUB) to include administrative definition of Public Works Facility in the LUB and change subject property zoning from Agriculture 1 and Residential 2 (A1 & R2) to Community Facility 3 (CF3) zone to permit the proposed upgrade to the CRD parks maintenance facility on the properties at 210 & 220 Kanaka Road, Salt Spring Island. Our planner is available to discuss this referral with you if you would like to ensure that your Nation's concerns or comments are considered by our elected officials.

Staff reports and other materials related to the proposed bylaw can be viewed on our website at:

RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

<https://islandstrust.bc.ca/island-planning/salt-spring/current-applications/> as PLRZ20240188.

A reply is respectfully requested by **May 30, 2025**.

Should you have any questions, or require further information on the Proposed Bylaw, please contact Islands Trust Planner Oluwashogo Garuba at (250) 538-5603 or ogaruba@islandstrust.bc.ca and she would be happy to answer any questions you may have.

Referral responses should be addressed to myself at rpingle@islandstrust.bc.ca.

Thank you for your time and attention to this referral,

Rob Pingle

Legislative Clerk | Deputy Secretary

Islands Trust | Salt Spring Island

Phone: 250-538-5600 | www.islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421

The new Islands Trust office at 121 McPhillips Avenue, Salt Spring Island is not open to the public at this time. Staff will continue to provide services by phone and e-mail until the new office space opens

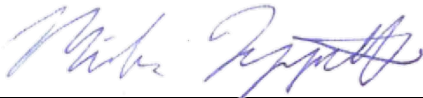
Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

I respectfully acknowledge that the Islands Trust Area is located within the treaty lands and territories of the BOKEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEŁ, Qualicum, scəwəθən, səliłwətał, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SẂÁUTW, Stz'uminus, łaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOŁEŁP, WSIKEM, Xeláltxw, Xwémalhkwx, Xwsepsum, and xʷməθkʷəy̓əm First Nations. Islands Trust is committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.

BYLAW REFERRAL FORM
RESPONSE SUMMARY

- ☐ Approval Recommended for Reasons Outlined Below
- ☐ Approval Recommended Subject to Conditions Outlined Below
- ☒ Interests Unaffected by Bylaw
- ☐ Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
(Island)



(Signature)

2025.04.01

(Date)

543
(Bylaw Number)

Manager, Community Planning Division
(Title)

Cowichan Valley Regional District
(Agency)

From: Nadine Mourao
Sent: Wednesday, April 2, 2025 8:23 AM
To: Rob Pingle
Cc: Oluwashogo Garuba
Subject: RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

Hi Rob,

I've sent this referral to the Thetis LTC and they will consider it at their next meeting on June 10th. As the referral response date is May 30, 2025, I'll let you know their response immediately after their LTC meeting.

Thanks!

Nadine Mourao, (she, her, hers)
Legislative Clerk / Deputy Secretary
Islands Trust | T 250-247-2206

From: Rob Pingle <rpingle@islandstrust.bc.ca>
Sent: Monday, March 31, 2025 12:25 PM
To: mtippett@cverd.bc.ca; Jas Chonk <jchonk@islandstrust.bc.ca>; Nadine Mourao <nmourao@islandstrust.bc.ca>; realestate@crd.bc.ca; amanda.vanderkloof@bcas.ca; saltspring@rcmp-grc.gc.ca; jholmes@saltspringfire.com; ALC.LUPRT@gov.bc.ca; FrontCounterBC@gov.bc.ca; cathie.mcintyre@bcassessment.ca
Cc: Oluwashogo Garuba <ogaruba@islandstrust.bc.ca>
Subject: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

Dear Referral Coordinators,

We are contacting you in regards to a referral of Bylaw No. 543 (attached), which proposes to amend the Land Use Bylaw (LUB) to include administrative definition of Public Works Facility in the LUB and change subject property zoning from Agriculture 1 and Residential 2 (A1 & R2) to Community Facility 3 (CF3) zone to permit the proposed upgrade to the CRD parks maintenance facility on the properties at 210 & 220 Kanaka Road, Salt Spring Island. Our planner is available to discuss this referral with you if you would like to ensure that your Nation's concerns or comments are considered by our elected officials.

Staff reports and other materials related to the proposed bylaw can be viewed on our website at:

<https://islandstrust.bc.ca/island-planning/salt-spring/current-applications/> as PLRZ20240188.

RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

A reply is respectfully requested by **May 30, 2025**.

Should you have any questions, or require further information on the Proposed Bylaw, please contact Islands Trust Planner Oluwashogo Garuba at (250) 538-5603 or ogaruba@islandstrust.bc.ca and she would be happy to answer any questions you may have.

Referral responses should be addressed to myself at rpingle@islandstrust.bc.ca.

Thank you for your time and attention to this referral,

Rob Pingle

Legislative Clerk | Deputy Secretary

Islands Trust | Salt Spring Island

Phone: 250-538-5600 | www.islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421

The new Islands Trust office at 121 McPhillips Avenue, Salt Spring Island is not open to the public at this time. Staff will continue to provide services by phone and e-mail until the new office space opens

Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

I respectfully acknowledge that the Islands Trust Area is located within the treaty lands and territories of the BOKEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEŁ, Qualicum, scəwəθən, səlilwətał, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SẂAUTW, Stz'uminus, łaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOŁEŁP, WSIKEM, Xeláltxw, Xwémalhkwx, Xwsepsum, and xʷməθkʷəy̓əm First Nations. Islands Trust is committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.

BYLAW REFERRAL FORM
RESPONSE SUMMARY

- ☐ Approval Recommended for Reasons Outlined Below
- ☐ Approval Recommended Subject to Conditions Outlined Below
- ☒ Interests Unaffected by Bylaw
- ☐ Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
(Island)

J. Chonk
(Signature)

April 8, 2025
(Date)

543
(Bylaw Number)

Jas Chonk, Legislative Clerk
(Title)

Galiano Island Local Trust Committee
(Agency)

BYLAW REFERRAL FORM
RESPONSE SUMMARY

- ☐ Approval Recommended for Reasons Outlined Below
- ☐ Approval Recommended Subject to Conditions Outlined Below
- ☒ Interests Unaffected by Bylaw
- ☐ Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
(Island)

J. Chonk
(Signature)

April 28, 2025
(Date)

543
(Bylaw Number)

Jas Chonk, Legislative Clerk
(Title)

Mayne Island Local Trust Committee
(Agency)

From: realestate <realestate@crd.bc.ca>
Sent: Wednesday, May 7, 2025 3:48 PM
To: Rob Pingle
Subject: RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

Good afternoon,

Please note:

Approval Recommended for Reasons Outlined Below

Providing adequate park maintenance facilities and storage are supported by the 2019 SSI Parks and Recreation Strategic Plan with a strategy to "invest in our capacity to deliver excellent service" by "Reviewing current maintenance service levels and assess the need for equipment, facilities and resource capacity to deliver a sustainable level of excellent service".

Regards,

Aggie Chan (she/her)

Senior Administrative Secretary | Real Estate Services
T: 250.360.3176

[Facebook](#) | [X](#) | [Instagram](#) | [LinkedIn](#) | www.crd.bc.ca



Capital Regional District
625 Fisgard Street
Victoria, BC V8W 1R7

From: Rob Pingle <rpingle@islandstrust.bc.ca>
Sent: Monday, March 31, 2025 12:25 PM
To: mtippett@cprd.bc.ca; Jas Chonk <jchonk@islandstrust.bc.ca>; Nadine Mourao <nmourao@islandstrust.bc.ca>; realestate <realestate@crd.bc.ca>; amanda.vanderkloof@bcas.ca; saltspring@rcmp-grc.gc.ca; jholmes@saltspringfire.com; ALC.LUPRT@gov.bc.ca; FrontCounterBC@gov.bc.ca; cathie.mcintyre@bcassessment.ca
Cc: Oluwashogo Garuba <ogaruba@islandstrust.bc.ca>
Subject: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

CRD IT SECURITY WARNING: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

Dear Referral Coordinators,

RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

We are contacting you in regards to a referral of Bylaw No. 543 (attached), which proposes to amend the Land Use Bylaw (LUB) to include administrative definition of Public Works Facility in the LUB and change subject property zoning from Agriculture 1 and Residential 2 (A1 & R2) to Community Facility 3 (CF3) zone to permit the proposed upgrade to the CRD parks maintenance facility on the properties at 210 & 220 Kanaka Road, Salt Spring Island. Our planner is available to discuss this referral with you if you would like to ensure that your Nation's concerns or comments are considered by our elected officials.

Staff reports and other materials related to the proposed bylaw can be viewed on our website at:

<https://islandstrust.bc.ca/island-planning/salt-spring/current-applications/> as PLRZ20240188.

A reply is respectfully requested by **May 30, 2025**.

Should you have any questions, or require further information on the Proposed Bylaw, please contact

Islands Trust Planner Oluwashogo Garuba at (250) 538-5603 or

ogaruba@islandstrust.bc.ca and she would be happy to answer any questions you may have.

Referral responses should be addressed to myself at rpingle@islandstrust.bc.ca.

Thank you for your time and attention to this referral,

Rob Pingle

Legislative Clerk | Deputy Secretary

Islands Trust | Salt Spring Island

Phone: 250-538-5600 | www.islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421

The new Islands Trust office at 121 McPhillips Avenue, Salt Spring Island is not open to the public at this time. Staff will continue to provide services by phone and e-mail until the new office space opens

Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

I respectfully acknowledge that the Islands Trust Area is located within the treaty lands and territories of the BOKEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXET, Qualicum, scəwəθən, səlilwətaʔ, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', S7ÁUTW, Stz'uminus, ʔəʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOŁŁP, WSIKEM, Xeláltxw, Xwémalhkww, Xwsepsum, and xʷməθkʷəy̓əm First Nations. Islands Trust is committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.

RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

This message is intended only for the use of the individual or entity named above, and may contain information that is privileged, confidential or exempt from disclosure under applicable law. If you are not the intended recipient or their employee or agent responsible for receiving the message on their behalf your receipt of this message is in error and not meant to waive privilege in this message. Please notify us immediately, and delete the message and any attachments without reading the attachments. Any dissemination, distribution or copying of this communication by anyone other than the intended recipient is strictly prohibited. Thank you. Please consider the environment before printing this email.

From: ALC Referrals ALC:EX <ALC.Referrals@gov.bc.ca>
Sent: Tuesday, May 27, 2025 11:39 AM
To: Rob Pingle
Subject: RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

Good morning Rob,

Thank you for referring the proposed bylaw amendment for Agricultural Land Commission (ALC) staff comment. ALC staff understand that the proposed bylaw amendment adds the definition of Community Facility 3 (CF3). ALC staff understand that the purpose of the amendment is to rezone the properties with PID: 003-915-204 & 003-915-255 (the "Properties") to CF3 designation.

Although the Properties are located within the Agricultural Land Reserve (ALR), both Properties meet the criteria for exception from certain land use restrictions under s.23(1) of the *Agricultural Land Commission Act* (ALCA) as previously determined by ALC staff (52118m1 & 52128m1). Where applicable, section 23(1) of the ALCA provides an exception from the restrictions on the use of agricultural land set out in the ALCA and its regulations (the ALR Use Regulation and the ALR General Regulation), such as the restrictions on non-adhering residential use, non-farm use, and soil and fill use. As such, ALC staff have no objection to the proposed amendment.

Note the section 23(1) of the ALCA exception is limited and does not provide a general exemption from the ALCA or its regulations. For example, the exception does not apply to the ALCA's restriction on subdivision of land in the ALR. The land remains within the ALR and the ALR notation remains on the certificate of title.

Sincerely,



Nicole Mak (she/her)
Regional Planner – Island & South Coast (FVRD) | Agricultural Land Commission
201 – 4940 Canada Way, Burnaby, BC, V5G 4K6
T 236.468.3278 | **F** 604.660.7033
ALC.Referrals@gov.bc.ca | www.alc.gov.bc.ca

If you are not the intended recipient of this e-mail and attachments please notify the sender by return e-mail and delete the e-mail and attachments immediately. This e-mail and attachments may be confidential and privileged. Confidentiality and privilege are not lost by this e-mail and attachments having been sent to the wrong person. Any use of this e-mail and attachments by an unintended recipient is prohibited.

104118m1

From: Rob Pingle <rpingle@islandstrust.bc.ca>
Sent: Monday, March 31, 2025 12:25 PM
To: mtippett@cvrd.bc.ca; Chonk, Jas ISLT:IN <jchonk@islandstrust.bc.ca>; Mourao, Nadine

RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

<nmourao@islandstrust.bc.ca>; realestate@crd.bc.ca; Vanderkloof, Amanda C EHS:EX
<Amanda.Vanderkloof@bcehs.ca>; saltspring@rcmp-grc.gc.ca; jholmes@saltspringfire.com; ALC LUPRT
ALC:EX <ALC.LUPRT@gov.bc.ca>; FrontCounter BC WLRS:EX <FrontCounterBC@gov.bc.ca>; McIntyre,
Cathie BCA:EX <cathie.mcintyre@bcassessment.ca>
Cc: Garuba, Oluwashogo <ogaruba@islandstrust.bc.ca>
Subject: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Dear Referral Coordinators,

We are contacting you in regards to a referral of Bylaw No. 543 (attached), which proposes to amend the Land Use Bylaw (LUB) to include administrative definition of Public Works Facility in the LUB and change subject property zoning from Agriculture 1 and Residential 2 (A1 & R2) to Community Facility 3 (CF3) zone to permit the proposed upgrade to the CRD parks maintenance facility on the properties at 210 & 220 Kanaka Road, Salt Spring Island. Our planner is available to discuss this referral with you if you would like to ensure that your Nation's concerns or comments are considered by our elected officials.

Staff reports and other materials related to the proposed bylaw can be viewed on our website at:

<https://islandstrust.bc.ca/island-planning/salt-spring/current-applications/> as PLRZ20240188.

A reply is respectfully requested by **May 30, 2025**.

Should you have any questions, or require further information on the Proposed Bylaw, please contact

Islands Trust Planner Oluwashogo Garuba at (250) 538-5603 or ogaruba@islandstrust.bc.ca and she would be happy to answer any questions you may have.

Referral responses should be addressed to myself at rpingle@islandstrust.bc.ca.

Thank you for your time and attention to this referral,

Rob Pingle

Legislative Clerk | Deputy Secretary

Islands Trust | Salt Spring Island

Phone: 250-538-5600 | www.islandstrust.bc.ca

RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421

The new Islands Trust office at 121 McPhillips Avenue, Salt Spring Island is not open to the public at this time. Staff will continue to provide services by phone and e-mail until the new office space opens

Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

I respectfully acknowledge that the Islands Trust Area is located within the treaty lands and territories of the BOŖEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEŁ, Qualicum, scəwáθən, səlilwətał, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SÁÁUTW, Stz'uminus, łaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOLEŁP, WSIKEM, Xeláltxw, Xwémalhkww, Xwsepsum, and xʷməθkʷəy̓əm First Nations. Islands Trust is committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.

BYLAW REFERRAL FORM
RESPONSE SUMMARY

- ☐ Approval Recommended for Reasons Outlined Below
- ☐ Approval Recommended Subject to Conditions Outlined Below
- ☒ Interests Unaffected by Bylaw
- ☐ Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
(Island)

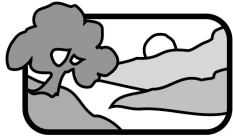
J. Chonk
(Signature)

May 30, 2025
(Date)

543
(Bylaw Number)

Jas Chonk, Legislative Clerk
(Title)

North Pender Island Local Trust Committee
(Agency)



Islands Trust

BYLAW REFERRAL FORM

4-121 McPhillips Ave
Salt Spring Island, BC V8K 2T6
Ph: (250) 537-9144
ssiinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Salt Spring Island Trust Area Bylaw No.: 543 Date: March 31, 2025

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 60 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Dan Ovington for Capital Regional District 108-121 McPhillips Ave. Salt Spring Island BC V8K 2T6

PURPOSE OF BYLAW:

To include administrative definition of Public Works Facility in the LUB and change subject property zoning from Agriculture 1 and Residential 2 (A1 & R2) to Community Facility 3 (CF3) zone to permit the proposed upgrade to the CRD parks maintenance facility.

GENERAL LOCATION:

210 & 220 Kanaka Road, Salt Spring Island

LEGAL DESCRIPTION:

PARCEL A (DD 362513I) OF LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333;
LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333, EXCEPT PARCEL A (DD 362513I) THEREOF

SIZE OF PROPERTY AFFECTED:

0.5 ha (1.2 ac)

ALR STATUS:

Within ALR

OFFICIAL COMMUNITY PLAN DESIGNATION:

Ganges Village Upper & Agriculture

OTHER INFORMATION:

Please fill out the Response Summary on the back of this form. If your agency's interests are "*Unaffected*", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this Bylaw.

(Signature)

Name: Oluwashogo Garuba

Title: Island Trust Planner

This referral has been sent to the following agencies:

First Nations

Cowichan Tribes
Halalt First Nation
Lyackson First Nation
Pauquachin First Nation
Penelakut Tribe
Semiahmoo First Nation
Stz'uminus First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation
Ts'uubaa-Asatx (Lake Cowichan) First Nation

Salt Spring Island Coast Salish Society

Provincial Agencies

Agricultural Land Commission
BC Assessment Authority
Front Counter BC

Regional Agencies

Capital Regional District
CRD – SSI Building Inspection
SSI Advisory Planning Commission
SSI Agricultural Advisory Planning Commission

Non-Agency Referrals

BC Ambulance Service
RCMP
SSI Fire-Rescue

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee
Mayne Island Local Trust Committee
North Pender Island Local Trust Committee
Thetis Island Local Trust Committee
Cowichan Valley Regional District

BYLAW REFERRAL FORM
RESPONSE SUMMARY

- ☐ Approval Recommended for Reasons Outlined Below
- ☐ Approval Recommended Subject to Conditions Outlined Below
- ☒ Interests Unaffected by Bylaw
- ☐ Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
(Island)

Nadine Howrao

(Signature)

June 3, 2025

(Date)

543
(Bylaw Number)

Legislative Clerk / Deputy Secretary
(Title)

Thetis Island Local Trust Committee
(Agency)

DRAFT

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 543

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW, 1999

The Salt Spring Island Local Trust Committee, being the Local Trust Committee having jurisdiction in respect of the Salt Spring Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2025”.

2. Salt Spring Island Local Trust Committee Bylaw No. 355, cited as “Salt Spring Island Land Use Bylaw, 1999,” is amended as follows:

2.1 Section 1.1 – Definitions, Sub-section 1.1.1 is amended by adding the following new definition:

“**public works facility**” means the use of land, buildings or structures for the maintenance, repair or storage of vehicles, equipment and materials that are used solely for the provision, maintenance or repair of public infrastructure, transit buses and vehicles in general and houses operational or administrative functions for the general benefit of the island on which it is located.

2.2 Section 9.4 – COMMUNITY FACILITIES ZONES, is amended by deleting the word “and” and adding the words “and Community Facilities 3” as follows:

The regulations in the tables in this Section apply to land in the Community Facilities 1 (CF1), Community Facilities 2 (CF2) and Community Facilities 3 (CF3) *zones* as indicated by the column headings.

2.3 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.1, is amended by inserting column CF3 in the table as follows:

	CF1	CF2	CF3
Principal Uses, Buildings and Structures			
<i>Public</i> schools, pre-schools and <i>child day care</i> centres.	●		
Libraries	●		
<i>Churches</i>	●		
<i>Community halls</i>	●		
<i>Public</i> hospitals, clinics and health care facilities	●		
Non-commercial active <i>outdoor</i> recreation	●		
Non-commercial <i>indoor</i> recreation facilities	●		
Service club <i>buildings</i>	●		
Performing and visual art centres, including <i>accessory</i> sales	●		
Collection of recyclable materials	●	●	
Sorting and <i>temporary</i> storage of recyclable materials		●	
Collection of <i>municipal solid waste</i>		●	

Sorting and temporary storage of municipal storage waste		•	
Liquid waste treatment		•	
Public service uses		•	
Public works facility			•
Accessory Uses			
Intermittent retail sales and retail services accessory to a principal use	•	•	•
Residential unit accessory to a principal use			•

2.4 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.2 is amended by inserting column CF3 in the table as follows:

	CF1	CF2	CF3
Lot Coverage and Floor Area			
Maximum combined <i>lot coverage</i> of all <i>buildings</i> and <i>structures</i> (per cent)	25	25	25
Setbacks			
Despite Subsection 4.3.1, the following <i>lot line</i> setbacks apply for the specific <i>zone</i> indicated:			
Minimum <i>rear lot line</i> setback abutting <i>commercial</i> or general employment <i>zone</i> (metres)	3.0	*	N/A
Minimum <i>interior side lot line</i> abutting non-commercial or non-general employment <i>zone</i> (metres)	7.5	7.5	N/A
Minimum <i>interior side lot line</i> setback abutting <i>commercial</i> or general employment <i>zone</i> (metres)	*	7.5	N/A
Minimum <i>exterior side lot line</i> setback (metres)	*	7.5	0.0

* indicates the provisions of Section 4.3 apply.

2.5 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.3 (1), is amended by deleting the word “and” and inserting the words “and Community Facility 3” before the as follows:

- (1) The regulations in this Subsection apply to the *subdivision* of land under the Land Title Act or the Strata Property Act for land in the Community Facility 1, Community Facility 2 and Community Facility 3 *Zones*.

2.6 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.3, is amended by inserting column CF3 into the table as follows:

	CF1	CF2	CF3
Minimum Lot Areas, Water Supply and Sewage Treatment Servicing Requirements			
Minimum area of an individual <i>lot</i> that may be created through <i>subdivision</i> , provided each <i>lot</i> has an individual on-site sewage treatment system and an adequate supply of <i>potable</i> water (ha)	1	1	N/A
Minimum area of an individual <i>lot</i> that may be created through <i>subdivision</i> , provided each <i>lot</i> has a connection to a <i>community sewage collection system</i> and a <i>community water system</i> (ha)	0.2	0.2	N/A

2.7 Section 9.4 – COMMUNITY FACILITIES ZONES is amended by adding a new Subsection 9.4.5 as follows:

9.4.5 Special Provisions

- (1) The following special provisions apply to the Community Facility Zone 3 (CF3) zone:
- (a) Despite Section 4.3, no *building* or *structure* other than a *pumphouse*, *public utility structure* or underground utility may be constructed within the following setbacks from lot lines or road access easements:
 - Setback from *front lot line*: 0m
 - Setback from *rear lot line*: 0m
 - Setback from *interior side lot line*: 0m
 - Setback from *exterior side lot line*: 0m.
 - (b) The maximum number of *residential* unit accessory to a *principal use* is one (1) per lot.

2.8 Schedule "A" – Zoning Map is amended by changing the zoning classification of PARCEL A (DD 362513I) OF LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333 and LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333, EXCEPT PARCEL A (DD 362513I) THEREOF from Agriculture 1 (A1) and Residential 2 (R2) respectively to Community Facility 3 (CF3), as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule "A" to Bylaw No. 355 as are required to effect this change.

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.

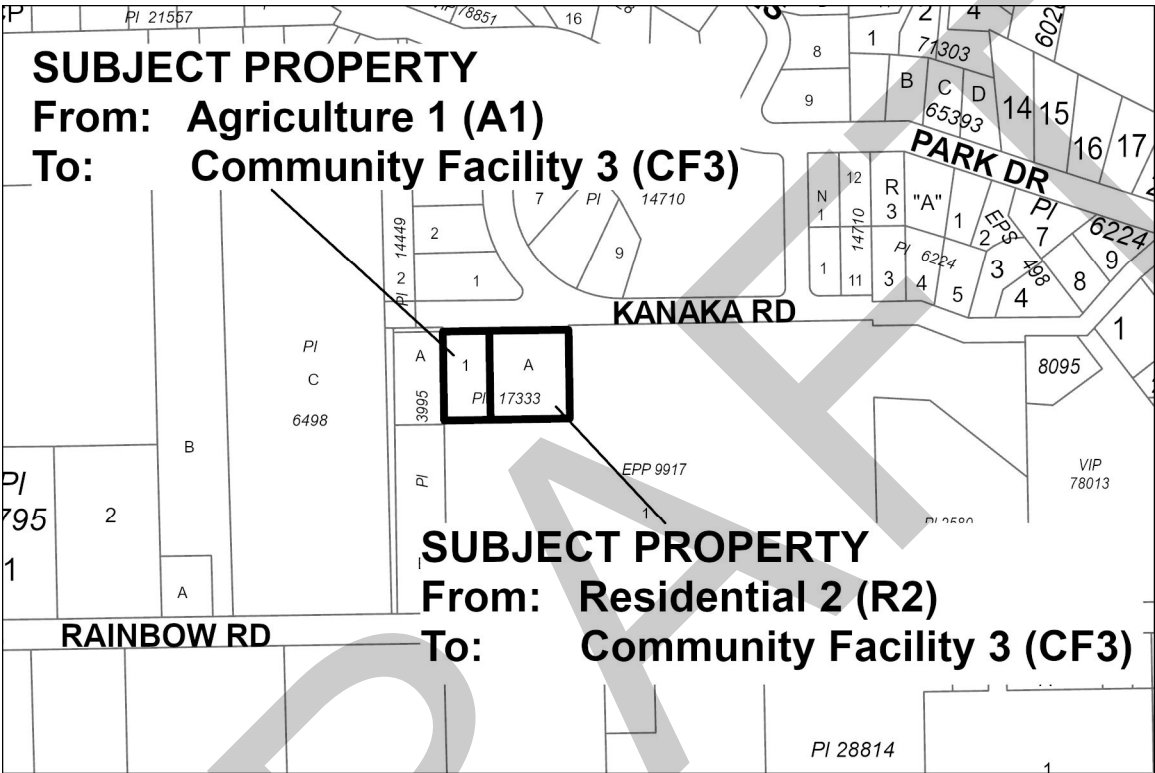
READ A FIRST TIME THIS	_____	DAY OF	_____	20____
READ A SECOND TIME THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

SALT SPRING ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 543

Plan No. 1



DATE OF MEETING: February 13, 2025

TO: Salt Spring Island Local Trust Committee

FROM: Oluwashogo Garuba, Planner 1
Salt Spring Island Team

COPY: Chris Hutton, Regional Planning Manager

SUBJECT: Application amend bylaw to alter the definition of public service
Applicant: Dan Ovington
Location: 210 & 220 Kanaka Road, Salt Spring Island

RECOMMENDATION

1. That the Salt Spring Island Local Trust Committee request staff to proceed with processing application PLRZ20240188.
2. That the Salt Spring Island Local Trust Committee request staff to prepare a draft bylaw to amend Salt Spring Island Land Use Bylaw No. 355, 1999, to include an administrative definition of public works facility in the Salt Spring Island Land Use Bylaw and to rezone LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333, EXCEPT PARCEL A (DD 362513I) THEREOF, from Agriculture 1 (A1) to Community Facility 3 (CF3).
3. That the Salt Spring Island Local Trust Committee request staff to prepare a draft bylaw to amend Salt Spring Island Land Use Bylaw No. 355, 1999, to rezone PARCEL A (DD 362513I) OF LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333, from Residential 2 (R2) to Community Facility 3 (CF3).
4. That the Salt Spring Island Local Trust Committee request staff to refer to and seek input from the Advisory Planning Commission, Agricultural Land Commission, First Nations and other applicable agencies that an application has been received to amend the Salt Spring Island Land Use Bylaw No. 355, 1999.

REPORT SUMMARY

The purpose of this report is to introduce a rezoning application which seeks to include land use definition for a “public works facility” in the Salt Spring Island Land Use Bylaw No. 355, 1999 (LUB) and also amend the LUB to permit public works facility as a principal use in a proposed new Community Facility 3 (CF3) zone, and to rezone the subject property to Community Facility 3 (CF3), both within the Agriculture Land Reserve (ALR).

This staff report provides the Salt Spring Island Local Trust Committee (LTC) with a preliminary overview of the proposal, outlining its alignment with the LUB, Salt Spring Island Official Community Plan (OCP) No. 434 2008 and the Islands Trust Policy Statement (ITPS). The report also introduces the regulatory changes necessary to support the proposal. Staff recommends that the LTC proceed to prepare the required bylaws for a textual amendment to the LUB, and to rezone the subject property.

BACKGROUND

The Capital Regional District (CRD) parks maintenance facility comprises of two separate properties shown in Figure 1 below. The properties at 210 and 220 Kanaka Road are both within the Agricultural Land Reserve (ALR). these two properties illustrated in Figure 1 are zoned and sized as follows:

- 210 Kanaka Road: Residential 2 (R2), 0.31 ha (0.76 ac)
- 220 Kanaka Road: Agriculture 1 (A1) 0.19 ha (0.46 ac)

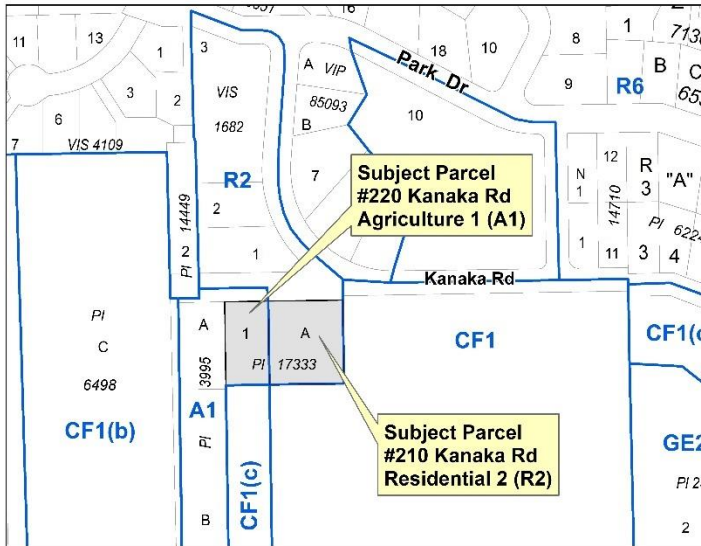


Figure 1: Subject Property Zone map

The facility is currently being used to accommodate the daily functions and storage needs to support the community parks, recreation facilities and public beach accesses. In addition, the site is used for material and equipment storage. The applicant proposes to replace the existing maintenance facility and incorporate upgrades to enhance its functionality. This upgrade includes the following:

- transit bus parking;
- staff and crew vehicle parking, EV charging station;
- vehicle and equipment wash station;
- maintenance building;
- storage units;
- other proposed uses as identified in the application letter attached (Attachment 2).

“Public works facility” is not a defined use in the LUB, so not permitted within any zone. The applicant has submitted an application for a text specific amendment and rezoning to permit these proposed uses and bring them into compliance with the LUB.

The following are currently located at the CRD park maintenance facility (see figure 1):

- Modular Building
- Equipment and materials storage
- Waste facility (Dumpster)
- Gate

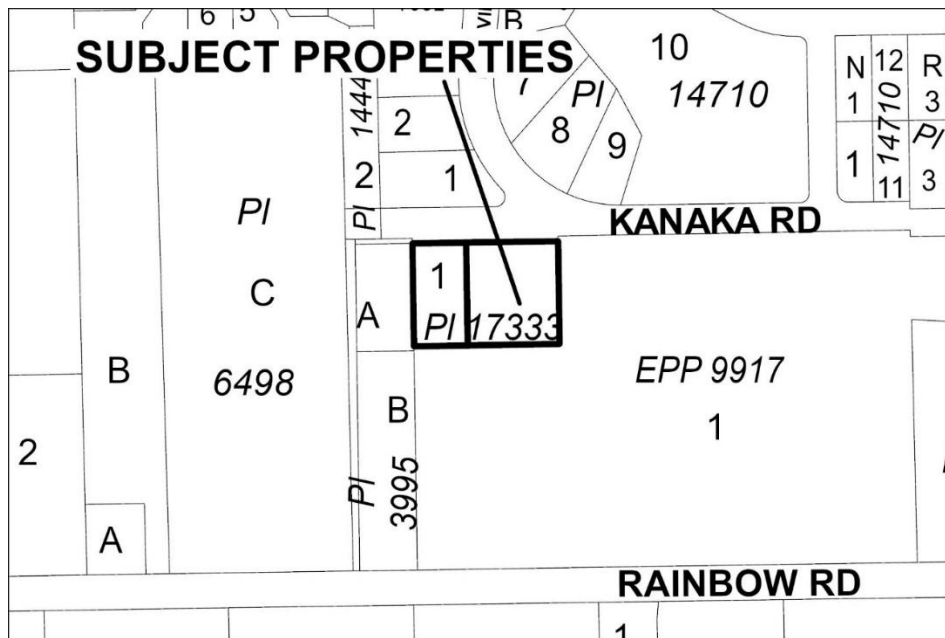


Figure 3: Subject Property Map

ANALYSIS

Policy/Regulatory

Islands Trust Policy Statement:

Relevant policies of the Islands Trust Policy Statement (ITPS) relating to this rezoning and LUB amendment proposal are as follows:

4.1.4 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.

4.1.6 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse effects on agricultural land.

5.2.4 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.

5.3.7 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.

The application aligns with all of the above policy statement. Firstly, the application supports the preservation of agricultural land and the proposed use is not conflicting with the intent to preserve agricultural land for current and future use. Additionally, the application supports Policy 5.3.7 by providing opportunities for the development of transportation systems in order to promote alternative transportation options and reduce reliance on private

automobiles. These measures collectively ensure that the rezoning application is consistent with the community's broader goals for sustainable and compatible land use.

If the LTC decides to proceed with drafting bylaws, the ITPS policy checklist would be presented to LTC for review and consideration in a future staff report if at such time draft bylaws are presented for first reading.

Official Community Plan:

The subject property is designated as Agriculture (A) and Ganges Village Upper (GVU) in the OCP. Staff have evaluated the application against relevant policies contained in the OCP and note several policies that relate to the proposed rezoning, but have not noted any inconsistency with the OCP at this time.

Applicable OCP policies relevant to Ganges Village development

***B.5.2.2.2** Zones within the Ganges Village Designation will continue to allow the wide range of commercial, general employment, institutional land uses and the various densities of residential development allowed by existing zoning.*

This policy supports the continued allowance of various institutional uses within the Ganges Village designation which could include public works yard. The text amendment to the LUB to include the definition of public works facility in the LUB is necessary to ensure that the proposed upgrade to the CRD's parks maintenance facility can become a permitted principal use in the new zone, thereby supported by this OCP policy. The text amendment for the inclusion of public works facility as a permitted principal use in the area will ensure that the necessary infrastructure to support the village's development is in place and contributing to the broader goal of sustainable, mixed-use growth in the Ganges Village area, therefore, the application meets this policy.

Applicable OCP policies relevant to Agricultural Land Development

***B.6.2.2.4** Zoning within the Agriculture and Watershed-Agriculture Designations will continue to allow the land uses, structures and densities allowed by existing zoning and subdivision bylaws. Where existing zoning allows general employment and commercial uses, these will remain as permitted uses unless the property owner applies for a zoning change.*

This policy supports the application for a rezoning to allow a land use that is not currently permitted within agricultural designation areas. By providing flexibility for zoning changes when the proposed use serves a public benefit, the policy supports the proposed land use and justifies the rezoning application.

***B.6.2.2.20** Zoning changes should not be made to allow large new multi-family, general employment, institutional or commercial developments in the Agriculture or Watershed-Agriculture Designation. An exception could be considered for community facilities or limited general employment zoning that would provide broad benefits to the community and are specifically mentioned in this Plan.*

This rezoning application is supported by this policy because the public service use is not permitted within the agricultural designation, the proposed public work facility appears to be beneficial to the community of Salt Spring and therefore this justifies the application for a zone change.

Development Permit Areas

One of the subject property (210 Kanaka Rd) is within Development Permit Area (DPA) 1 - Island Villages.

Additional OCP policies relevant to this application include:

C.2.2.2.15 *When considering rezoning applications, the Local Trust Committee should ensure that the proposed zoning change supports the development of non-automotive transportation and public transit service.*

E.1.4.1 *All commercial, general employment and multifamily sites should be designed to reduce impacts on neighbouring properties, on-site residential areas and public places, including the sea. Particular attention should be paid to locating and screening loading docks, waste containers, propane tanks, air-conditioning units and other service areas to reduce noise and visual impacts. This guideline is particularly important for development next to schools and hospitals*

The proposal to include public works facility includes continued support for the public transit service as part of the activities proposed for this property includes providing parking spaces for public transit vehicles.

Policy E.1.4.1 is relevant to the application because the subject property is adjacent to the Gulf Islands Secondary School. To mitigate noise and visual impacts from the development, the applicant has proposed installing new vegetation screening and retaining existing vegetation, in compliance with this policy.

Should the application proceed, a checklist for compliance with the applicable OCP policies would be presented to LTC for review and consideration. As proposed, the summary overview of the proposed plans largely aligns with this subsection.

Land Use Bylaw:

The subject properties are in two different zones – R2 and A1 as identified in the Salt Spring Island Land Use Bylaw No. 355. Public works facility has not been identified as a permitted principal use in any zone on Salt Spring Island, therefore a text specific amendment and zoning variation will be required to permit the proposed principal uses. This application would be necessary to amend the zoning and allow these specific uses, ensuring compliance with the LUB.

Public works facility has not been defined in the Salt Spring Island Land Use Bylaw but some other municipalities such as city of Sidney have defined this in their LUB.

Public Works Facility: Land, buildings, structures, and associated uses that are used to accommodate the Town's public works yard.

	A1	A2
Principal Uses, Buildings and Structures		
<i>Agriculture, farm buildings and structures</i> <i>Information Note: By definition, "agriculture" includes the processing, storage, and sale of farm products produced on that agricultural land. These uses must consistent with the <u>Agricultural Land Reserve Use Regulation</u>.</i>	♦	♦
<i>Single-family dwellings</i>	♦	♦
Accessory Uses		
<i>A secondary suite subject to Section 3.16</i>	♦	♦
Where a lot is classified as a farm under the <u>Assessment Act</u> , in addition to a <i>secondary suite</i> , a second <i>accessory dwelling unit</i> is permitted provided that it is: a) a pre-existing <i>dwelling unit</i> constructed before February 22, 2019; or b) a <i>manufactured home</i> constructed between July 4, 2019 and December 31, 2021; or c) a <i>farmworker's dwelling unit</i> not exceeding: i. 56 square metres in <i>floor area</i> on a lot between 1.2 hectares and 2 hectares in area; or ii. 90 square metres in <i>floor area</i> on a lot greater than 2 hectares in area; or iii. 186 square metres in <i>floor area</i> on a lot greater than 40 hectares in area. <i>Information Note: For lots 40 hectares or less in area where the single-family dwelling exceeds 500 square metres in floor area, permission to construct an additional dwelling unit for farm use must be applied for and approved in writing by the Agricultural Land Commission.</i>	♦	♦
<i>Home-based business use</i> subject to Section 3.13	♦	♦
<i>Commercial guest accommodation</i> in a <i>campground</i> on agricultural land classified as a farm under the <u>Assessment Act</u> <i>Information Note: This use requires an agri-tourism activity consistent with the <u>Agricultural Land Reserve Use Regulation</u> to be occurring on the lot.</i>	♦	

Figure 4: Permitted principal uses in A1

	R1	R2
Principal Uses, Buildings and Structures		
<i>Single-family dwellings</i>	◆	◆
<i>Duplexes</i>	◆	◆
<i>Duplexes constructed before July 31, 1990</i>		
<i>Multi-family dwellings</i>	◆	◆
Dental and medical office <i>services</i> for a maximum of two medical practitioners		
Elementary schools, pre-schools and <i>child day care</i> centres		
Hospitals and <i>public</i> health care facilities		
<i>Community halls</i>		
<i>Non-commercial outdoor active recreation</i>	◆	
<i>Churches</i>		
<i>Agriculture, excluding intensive agriculture</i>		
<i>Public service uses</i>	◆	◆
<i>Seniors' supportive housing complex</i>		
Accessory Uses		
<i>Home-based businesses, subject to Section 3.13</i>	◆	◆
<i>Seasonal cottages</i> subject to Section 3.14		

Figure 5: Permitted principal uses in R2

Islands Trust Conservancy:

In accordance with Islands Trust Conservancy Board Policy 3.1, the Islands Trust Conservancy (ITC) does not have covenants on the property or adjacent properties and therefore the proposal has no considerations for the ITC.

Agricultural Land Reserve (ALR)

Both properties are within the Agricultural land Reserve (ALR) and therefore all non farm uses are subject to permission from the Agricultural Land Commission (ALC). If the non farm use is permitted by the ALC and consistent with the LUB, then it may be permitted. However, the applicant has submitted written confirmation (see attachment 3) from the ALC confirming that both parcels of land are not subject to the ALR use regulations as per section 23(1) of the *Agricultural Land Commission Act* “restrictions on the use of agricultural land do not apply to land that, on December 21, 1972, was, by separate certificate of title issued under the *Land Registry Act*, R.S.B.C. 1960, c. 208, less than 2 acres in area”. However, they are subject to the other applicable regulations and bylaws including the *Local Government Act* and LUB.

Archaeological Material

Desktop review indicates that there are no known areas of archaeological potential within the subject property. The Islands Trust reviews all applications to ensure the preservation and protection of cultural heritage, archaeological sites, and ancestral places. As reviewed, the application is consistent with respect to LTC Standing Resolutions on reconciliation. Notwithstanding, to provide applicants with awareness regarding unknown archaeological areas, staff forwarded the Islands Trust Chance Find Protocol and the provincial Archaeological Branch guidelines on Heritage Act directly to the applicants with the initial application. In the event that archaeological features or materials are found, either intact or disturbed on the subject properties, work should stop immediately and until the BC Archaeology Branch has been contacted at 250-953-3334 or archaeology@gov.bc.ca for further direction.

Issues and Opportunities

Staff have identified the following issue discussed below and may be considered further once an amendment bylaw is tabled and through with referral responses, if the LTC chooses to proceed with the application:

- **Setback from Lot lines:** The site plan submitted with the proposal indicates that it does not meet the setback requirements specified in the Land Use Bylaw (LUB). Certain structures, such as the car parks and the office/lunch room/locker room building, are located within the required setback areas. The applicant has explained that the plan was developed based on several factors, including the turning radius of transit buses, and therefore, cannot be amended. Staff has identified this as non-compliant with the LUB and recommends that the new zoning include a 0-meter setback from the lot lines, with this adjustment reflected in the setback regulations of the new CF3 zone.

Consultation

Provided that further policy analysis confirms no inconsistency with the OCP, a public hearing may not be required for this application, in accordance with section 464(3) of the Local Government Act.

Agencies

Should the application proceed, staff have identified the following agencies for bylaw referral. LTC may direct staff to include additional agencies for referral:

- Agricultural Land Commission (ALC);
- Agricultural Advisory Committee (AAC);
- Advisory Planning Commission (APC)

First Nations

The Islands Trust reviews all applications to ensure the preservation and protection of cultural heritage, archaeological sites, and ancestral places. As reviewed, the application is consistent with respect to LTC Standing Resolutions on reconciliation. Notwithstanding, to provide applicants with awareness regarding unknown archaeological areas, staff forwarded the Islands Trust Chance Find Protocol and the provincial Archaeological Branch guidelines on Heritage Act directly to the applicants.

Rationale for Recommendation

The recommendations on page 1 are supported as:

1. The proposal appears to be consistent with the policies of the Salt Spring Island Official Community Plan No. 434 (OCP) and Islands Trust Policy Statement (ITPS).

ALTERNATIVES

1. Request additional information

The LTC may request additional information prior to making a decision. Recommended wording for the resolution is as follows:

That the Salt Spring Island Local Trust Committee request that the applicant submit to the Islands Trust in addition to the recommended resolution the following....

2. Deny the application

The LTC may choose to deny the application. If it does, LTC should provide reasons for the denial. Recommended wording for the resolution is as follows:

That the Salt Spring Island Local Trust Committee deny application PLRZ20240188 for the following reasons

NEXT STEPS

If the recommendations are supported,

Staff will proceed with processing the rezoning application, refer it to the Agricultural Land Commission (ALC), begin drafting the amending bylaws, and present them for first and second readings. The application will then be returned to the Salt Spring Local Trust Committee (SS LTC) for further consideration.

Submitted By:	Oluwashogo Garuba, Planner 1	January 30, 2025
Concurrence:	Chris Hutton, Regional Planning Manager	February 5, 2025

ATTACHMENTS

1. Site Context
2. Applicant's Letter of Rationale
3. ALC's Letter of Exemption for Subject Properties

ATTACHMENT 1 – SITE CONTEXT

LOCATION

Legal Description	PARCEL A (DD 362513I) OF LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333 LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333, EXCEPT PARCEL A (DD 362513I) THEREOF
PID	003-915-255 003-915-204
Civic Address	210 Kanaka Road, Salt Spring Island 220 Kanaka Road, Salt Spring Island
Lot Size	0.31 ha (0.76 ac) – 210 Kanaka Road 0.19 ha (0.46 ac) – 220 Kanaka Road


LAND USE

Current Land Use	Agriculture & Residential
Surrounding Land Use	Community Facilities 1 -CF1 Community Facilities 1 zone variant c - CF1(c)

HISTORICAL ACTIVITY

File No.	Purpose
SS-RZ-2002.5	Rezoning

POLICY/REGULATORY

Official Community Plan Designations	<p>Salt Spring Island Official Community Plan Bylaw No. 434, 2008 Designation: Ganges Village Upper – 210 Kanaka Rd Agriculture – 220 Kanaka Rd Development Permit Areas – Island Villages – 210 Kanaka Road</p>  <p>DEVELOPMENT PERMIT AREAS Salt Spring Island DPA Island Villages</p>
--------------------------------------	---

Land Use Bylaw	Salt Spring Island Land Use Bylaw No. 355, 1999 Residential 2 (R2) – 210 Kanaka Road Agriculture 1 (A1) – 220 Kanaka Road
Other Regulations	Agricultural Land Reserve (ALR) use regulation
Covenants	Covenant - EL37008 – 210 Kanaka Road
Bylaw Enforcement	SS-BE-2024.5 - Concerns are residential lots being used as a maintenance yard.

SITE INFLUENCES

Islands Trust Conservancy	The application has no considerations for the Islands Trust Conservancy
Regional Conservation Strategy	This application has no considerations for the Regional Conservation Plan.
Species at Risk	None
Sensitive Ecosystems	None
Hazard Areas	None
Archaeological Sites	None Notwithstanding the foregoing, and by copy of this report, the owners and applicant should be aware that there is still a chance that the lot may contain previously unrecorded archaeological material that is protected under the Heritage Conservation Act. If such material is encountered during development, all work should cease and Archaeology Branch should be contacted immediately as a Heritage Conservation Act 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	No additional impacts to GHG emissions anticipated as a result of this application.
Shoreline Classification	N/A
Shoreline Data in TAPIS	N/A



Making a difference...together

Salt Spring Island Electoral Area
108-121 McPhillips Avenue
Salt Spring Island, BC, V8K 2T6

T: 250.537.4446

www.crd.bc.ca

ATTACHMENT 2

PROJECT NARRATIVE - SSI CRD Park Maintenance and Bus Storage

Background

The Salt Spring Island (SSI) Parks and Recreation 2019 Strategic Plan identified the park maintenance service levels, equipment, facilities, and resource capacity as one of the top three priorities of future focus. This priority is the action required under the strategy to “invest in our capacity to deliver excellent service.” A thorough evaluation of equipment and facility needs was completed in collaboration with maintenance staff. It was determined that the current maintenance facility is inadequate for the work required to meet service levels and maximize service delivery.

The maintenance staff currently work out of a modular building located at 210 and 220 Kanaka Road. The maintenance facility is used to accommodate the daily functions and storage needs of park maintenance staff on SSI. This building has reached the end of its useful life and needs to be replaced.

Alternative locations including 262 Rainbow Road (Rainbow Recreation Centre) and 145 Vesuvius Bay Road (Portlock Park) have been explored as alternative locations for the park maintenance facility. Portlock Park is currently over subscribed and would require the removal of an existing park amenity to accommodate this use. Rainbow Recreation Centre was deemed unsuitable during the master planning process with community feedback supporting reserving this site for recreation purposes given it is the only CRD park land zoned for indoor recreation on SSI.

210 Kanaka is 0.76 acres, zoned Residential 2 (R2) and 220 Kanaka is 0.46 acres zoned Agriculture 1 (A1). Both Kanaka properties are located in the Agricultural Land Reserve (ALR), however the CRD received confirmation from the Agricultural Land Commission that the restrictions on use of agricultural land contained in the Agricultural Land Commission Act and BC Regulation 30/2019 do not apply to the properties as both parcels are under two acres in size.

The current zoning allows for public service uses. “Public Service” is defined as the use of land, building or structures for the maintenance, repair or storage of vehicles, equipment or construction material that are used solely for the provision, maintenance or repair of public utilities or highways, and for emergency response facilities are operated for the benefit of the general population of the island on which it is located. “Public Utilities” is defined as a use of land, or of unoccupied works and structures such as pipes, wires, poles, or towers, for the provision of electricity, gas, water, sewage collection, telephone, cablevision or telecommunications services to the public of the island on which it is located, or the use of land or unoccupied structures for navigational aids.

A zone-specific variation (site specific text amendment) based on the conceptual site plan would need to be approved through the Islands Trust to include a public works and bus depo in the definition of “Public Service” prior to developing the Kanaka lots for this purpose.

Existing Uses

SSI CRD Parks Maintenance Staff have worked out of a modular building located at 210 and 220 Kanaka Road for over 25 years. The modular is used to accommodate the daily functions and storage needs to support our community parks, recreation facilities and public beach accesses.

In addition to a modular building the site is used for material and equipment storage and a dumpster.

Proposed Uses

Proposed upgrades to the site to support park maintenance and bus storage have been detailed in Concept Drawing 3.1 & 3.2:

- Maintenance Building
- Auxiliary Building – shared Use
- Perimeter Security Fencing
- Security Lighting
- Transit Bus Parking
- Staff and Crew vehicle Shared Parking with EV Charging Stations
- Shared-Use Vehicle & Equipment Wash Station
- Parks Small Equipment Fuel Storage
- Shared-Use Garbage Dumpster
- Parks Maintenance Sea-Can Storage Units
- Parks Maintenance Bulk Material Storage Bins

Building and Structures on the Property

- 20'x40' Existing Modular Building
- Equipment and Materials Storage
- Dumpster
- Gate

**Agricultural Land Commission**

201 – 4940 Canada Way
 Burnaby, British Columbia V5G 4K6
 Tel: 604 660-7000
 Fax: 604 660-7033
 www.alc.gov.bc.ca

March 4, 2021

ALC Inquiry: 52118

Colleen Cybulski
DELIVERED ELECTRONICALLY
ccybulski@crd.bc.ca

Dear Capital Regional District:

RE: 210 Kanaka Rd, Salt Spring Island

This letter is further to correspondence, received by electronic mail on February 19, 2021, from Colleen Cybulski. The purpose of the correspondence was to confirm whether the property is subject to either the *Agricultural Land Commission Act* or BC Regulation 30/2019 (Agricultural Land Reserve Use Regulation) as per s.23(1) of the *Agricultural Land Commission Act* which reads:

Exceptions

23(1) Restrictions on the use of agricultural land do not apply to land that, on December 21, 1972, was, by separate certificate of title issued under the *Land Registry Act*, R.S.B.C. 1960, c. 208, less than 2 acres in area.

Based on the information provided, the Agricultural Land Commission (the “ALC”) has ascertained the following facts:

1. The property is legally described as:
PID: 003-915-204
 LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333, EXCEPT PARCEL A (DD 362513I) THEREOF;
2. The subdivision plan (Plan 1733) which created the property was deposited at the Victoria Land Registry Office on October 14, 1964;
3. Certificate of Title No. 362514I existed from June 18, 1965 until cancelled on May 27, 1975. During this period of time the property was the only property identified on said Certificate of Title No. 362514I; and
4. On June 12, 1964, the property was surveyed at 1.22 acres in size.

Given the above, the ALC confirms that the restrictions on the use of agricultural land contained in the *Agricultural Land Commission Act* and BC Regulation 30/2019 (Agricultural Land Reserve Use Regulation) do not apply to the property; however, the property remains in the Agricultural Land Reserve.

Please be advised that this does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

Also, please note that this confirmation of “exception” from the restrictions of the ALC Act does not suggest that a local government is compelled to re-designate or re-zone the property for non-agricultural uses. The ALC recommends that the local government exercise its authority to refuse to authorize incompatible uses on excepted parcels, or to minimize their impact on adjoining farmland as per advice provided in Ministry of Agriculture’s [Guide to Edge Planning](#). Any future advice provided to the local government by the ALC as part of bylaw referral process, further described in the [ALC Bylaw Reviews: A Guide for Local Governments](#), will confirm the ALC’s mandate to preserve farmland and maintain the integrity of the ALR.

Please direct further correspondence with respect to this letter to ALC.LUPRT@gov.bc.ca.

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

A handwritten signature in blue ink, appearing to read 'C. Heer', is positioned above the printed name.

Carmen Heer, Land Use Planning Technician

52118m1



Agricultural Land Commission
201 – 4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

March 4, 2021

ALC Inquiry: 52128

Colleen Cybulski
DELIVERED ELECTRONICALLY
ccybulski@crd.bc.ca

Dear Capital Regional District:

RE: 220 Kanaka Rd, Salt Spring Island

This letter is further to correspondence, received by electronic mail on February 19, 2021, from Colleen Cybulski. The purpose of the correspondence was to confirm whether the property is subject to either the *Agricultural Land Commission Act* or BC Regulation 30/2019 (Agricultural Land Reserve Use Regulation) as per s.23(1) of the *Agricultural Land Commission Act* which reads:

Exceptions

23(1) Restrictions on the use of agricultural land do not apply to land that, on December 21, 1972, was, by separate certificate of title issued under the *Land Registry Act*, R.S.B.C. 1960, c. 208, less than 2 acres in area.

Based on the information provided, the Agricultural Land Commission (the “ALC”) has ascertained the following facts:

1. The property is legally described as:

PID: 003-915-255

PARCEL A (DD 362513I) OF LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333;

2. The subdivision plan (Plan 1733) which created the parent parcel was deposited at the Victoria Land Registry Office on October 14, 1964;
3. Certificate of Title No. A87478 existed from November 2, 1972 until cancelled on August 11, 1979. During this period of time the property was the only property identified on said Certificate of Title No. A87478; and
4. On June 12, 1964, the parent parcel was surveyed at 1.22 acres in size.

Given the above, the ALC confirms that the restrictions on the use of agricultural land contained in the *Agricultural Land Commission Act* and BC Regulation 30/2019 (Agricultural Land Reserve Use Regulation) do not apply to the property; however, the property remains in the Agricultural Land Reserve.

Please be advised that this does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

Also, please note that this confirmation of “exception” from the restrictions of the ALC Act does not suggest that a local government is compelled to re-designate or re-zone the property for non-agricultural uses. The ALC recommends that the local government exercise its authority to refuse to authorize incompatible uses on excepted parcels, or to minimize their impact on adjoining farmland as per advice provided in Ministry of Agriculture’s [Guide to Edge Planning](#). Any future advice provided to the local government by the ALC as part of bylaw referral process, further described in the [ALC Bylaw Reviews: A Guide for Local Governments](#), will confirm the ALC’s mandate to preserve farmland and maintain the integrity of the ALR.

Please direct further correspondence with respect to this letter to ALC.LUPRT@gov.bc.ca.

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

A handwritten signature in blue ink, appearing to read 'C. Heer', is positioned above the printed name.

Carmen Heer, Land Use Planning Technician

52128m1



DATE OF MEETING: September 11, 2025

TO: Salt Spring Island Local Trust Committee

FROM: Oluwashogo Garuba, Planner 2
Salt Spring Island Team

COPY: Chris Hutton, Regional Planning Manager

SUBJECT: Rezoning (Bylaw Amendment) from Agriculture 1 and Residential 2 to Community Facility 3 Zone and the inclusion of Public Works Facility definition.
Applicant: Dan Ovington
Location: 210 & 220 Kanaka Road, Salt Spring Island

RECOMMENDATION

1. That the Salt Spring Island Local Trust Committee Bylaw No. 543 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025”, be read a first time (PLRZ20240188, 210 & 220 Kanaka Road).
2. That the Salt Spring Island Local Trust Committee Bylaw No. 543 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025”, be read a second time (PLRZ20240188, 210 & 220 Kanaka Road).
3. That the Salt Spring Island Local Trust Committee request staff to schedule a Community Information Meeting and Public Hearing for Bylaw No 543, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025”.

REPORT SUMMARY

This staff report presents a bylaw to amend Salt Spring Island Land Use Bylaw No. 355 (LUB) to rezone 210 & 220 Kanaka Road. The proposal would bring the subject properties into compliance with the current land use regulations and allow the proposed upgrades to the maintenance facility to be carried out. Staff recommends that the Salt Spring Local Trust Committee (LTC) consider read the draft bylaw a first and second time, request that staff proceed with scheduling a community information meeting and public hearing, and consider the application in relation to the Islands Trust Policy Statement.

BACKGROUND

This report follows the preliminary report presented to the LTC on February 13, 2025, where the following resolutions were passed (previous staff reports (including site context and photos), correspondence and referral responses can be found on the [Salt Spring Island Current Applications webpage](#)):

SS-2025-013

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to include in the draft bylaw provision for one dwelling unit per lot in the new Community Facility 3 zone, accessory to the principal use (210 & 220 Kanaka Road).

CARRIED

SS-2025-014

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to proceed with processing application PLRZ20240188 (210 & 220 Kanaka Road).

CARRIED

SS-2025-015

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to prepare a draft bylaw to amend Salt Spring Island Land Use Bylaw No. 355, 1999, to include an administrative definition of public works facility in the Salt Spring Island Land Use Bylaw and to rezone Lot 1, Section 2, Range 3 East, North Salt Spring Island, Cowichan District, Plan 17333, Except Parcel A (Dd 362513i) thereof, from Agriculture 1 (A1) to Community Facility 3 (CF3) (210 & 220 Kanaka Road).

CARRIED

SS-2025-016

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to prepare a draft bylaw to amend Salt Spring Island Land Use Bylaw No. 355, 1999, to rezone Parcel A (Dd 362513i) of Lot 1, Section 2, Range 3 East, North Salt Spring Island, Cowichan District, Plan 17333, from Residential 2 (R2) to Community Facility 3 (CF3) (210 & 220 Kanaka Road).

CARRIED

SS-2025-017

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to refer to and seek input from the Advisory Planning Commission, Agricultural Land Commission, First Nations and other applicable agencies that an application has been received to amend the Salt Spring Island Land Use Bylaw No. 355, 1999 (210 & 220 Kanaka Road).

CARRIED

Staff proceeded with processing application PLRZ20240188 as directed by the LTC, draft bylaws were prepared and sent to the applicable agencies as advised in February 13, 2025 staff report. The proposed bylaw and referral responses have been included in Attachments 1 and 2 respectively.

ANALYSIS

Policy/Regulatory

The SS LTC is unfettered in its consideration of a rezoning and may choose to request more information, proceed more incrementally, or defer the application.

Islands Trust Policy Statement:

An assessment of the proposed application relative to the Islands trust Policy statement was undertaken and it was determined that it is consistent with the Policy statement. The Policy Statement Directives Only Checklist, in accordance with section 1.9 of the “Policy Statement Implementation” portion of the Islands trust Policy and Procedures Manual, would be presented to LTC for review and consideration in a future staff report if at such time draft bylaws are presented for third reading.

Issues and Opportunities

See staff report considered at the [February 13, 2025](#) LTC Meeting for a detailed discussion of issues and opportunities associated with this application.

Consultation

In accordance with LTC resolution SS-2025-017, this application was referred to the applicable agencies as staff advised in the February 13, 2025 report. Referral was sent out March 31, 2025 and Advisory Planning Committee (APC) and Agricultural Advisory Planning Committee (AAPC) meeting was held on June 19, 2025 where the application was considered.

Through the referral process, no concerns have been indicated by the agencies included.

Rationale for Recommendation

As outlined in the February 13, 2025 Staff Report, the proposed Land Use Bylaw amendment is generally consistent with the Islands Trust Policy Statement and as such, can be advanced. Staff therefore recommends that the LTC read Draft Bylaw No. 543 for a first and second time and request staff to proceed with public hearing. Staff also recommends a Community Information Session in advance of the Public Hearing.

ALTERNATIVES

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

1. Amend the Draft Bylaw No. 543

The SS LTC may wish to amend the draft LUB. If selecting this alternative, the SS LTC should describe the specific amendment. Recommended wording for resolution:

1. *That Salt Spring Island Local Trust Committee amend Bylaw No. 543, cited as ""Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025", by [list amendments...] (PLRZ20240188, 210 & 220 Kanaka Road).*
2. *That Salt Spring Island Local Trust Committee Bylaw No. 543, cited as ""Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025", be read a first time, as amended (PLRZ20240188, 210 & 220 Kanaka Road).*
3. *That Salt Spring Island Local Trust Committee Bylaw No. 543, cited as ""Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025", be read a second time, as amended (PLRZ20240188, 210 & 220 Kanaka Road).*
4. *That the Salt Spring Island Local Trust Committee request staff to schedule a Community Information Meeting and Public Hearing for Bylaw No 543, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025" as amended.*

2. Deny the application

The LTC may deny the application. If this alternative is selected, the LTC should state the reasons for denial. Recommended wording for the resolution is as follows:

That the Salt Spring Island Local Trust Committee deny application PLRZ20240188 for the following reasons...

NEXT STEPS

If the recommended resolutions are accepted, draft bylaw No. 543 will be read a first and second time. The application will return to the SS LTC for their consideration for third reading.

Submitted By:	Oluwashogo Garuba, Planner 2	August 19, 2025
Concurrence:	Chris Hutton, Regional Planning Manager	September 3, 2025

ATTACHMENTS

1. Draft Bylaw No. 543
2. Referral Responses

**SALT SPRING ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 543**

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW, 1999

The Salt Spring Island Local Trust Committee, being the Local Trust Committee having jurisdiction in respect of the Salt Spring Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2025”.

2. Salt Spring Island Local Trust Committee Bylaw No. 355, cited as “Salt Spring Island Land Use Bylaw, 1999,” is amended as follows:

2.1 Section 1.1 – Definitions, Sub-section 1.1.1 is amended by adding the following new definition:

“public works facility” means the use of land, buildings or structures for the maintenance, repair or storage of vehicles, equipment and materials that are used solely for the provision, maintenance or repair of public infrastructure, transit buses and vehicles in general and houses operational or administrative functions for the general benefit of the island on which it is located.

2.2 Section 9.4 – COMMUNITY FACILITIES ZONES, is amended by deleting the word “and” and adding the words “and Community Facilities 3” as follows:

The regulations in the tables in this Section apply to land in the Community Facilities 1 (CF1), Community Facilities 2 (CF2) and Community Facilities 3 (CF3) *zones* as indicated by the column headings.

2.3 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.1, is amended by inserting column CF3 in the table as follows:

	CF1	CF2	CF3
Principal Uses, Buildings and Structures			
<i>Public</i> schools, pre-schools and <i>child day care</i> centres.	•		
Libraries	•		
<i>Churches</i>	•		
<i>Community halls</i>	•		
<i>Public</i> hospitals, clinics and health care facilities	•		
Non-commercial active <i>outdoor</i> recreation	•		
Non-commercial <i>indoor</i> recreation facilities	•		
Service club <i>buildings</i>	•		
Performing and visual art centres, including <i>accessory</i> sales	•		
Collection of recyclable materials	•	•	
Sorting and <i>temporary</i> storage of recyclable materials		•	
Collection of <i>municipal solid waste</i>		•	

Sorting and temporary storage of municipal storage waste		•	
Liquid waste treatment		•	
Public service uses		•	
Public works facility			•
Accessory Uses			
Intermittent retail sales and retail services accessory to a principal use	•	•	•
Residential unit accessory to a principal use			•

2.4 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.2 is amended by inserting column CF3 in the table as follows:

	CF1	CF2	CF3
Lot Coverage and Floor Area			
Maximum combined <i>lot coverage</i> of all <i>buildings</i> and <i>structures</i> (per cent)	25	25	25
Setbacks			
Despite Subsection 4.3.1, the following <i>lot line</i> setbacks apply for the specific <i>zone</i> indicated:			
Minimum <i>rear lot line</i> setback abutting <i>commercial</i> or general employment <i>zone</i> (metres)	3.0	*	N/A
Minimum <i>interior side lot line</i> abutting non-commercial or non-general employment <i>zone</i> (metres)	7.5	7.5	N/A
Minimum <i>interior side lot line</i> setback abutting <i>commercial</i> or general employment <i>zone</i> (metres)	*	7.5	N/A
Minimum <i>exterior side lot line</i> setback (metres)	*	7.5	0.0

* indicates the provisions of Section 4.3 apply.

2.5 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.3 (1), is amended by deleting the word “and” and inserting the words “and Community Facility 3” before the as follows:

- (1) The regulations in this Subsection apply to the *subdivision* of land under the Land Title Act or the Strata Property Act for land in the Community Facility 1, Community Facility 2 and Community Facility 3 *Zones*.

2.6 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.3, is amended by inserting column CF3 into the table as follows:

	CF1	CF2	CF3
Minimum Lot Areas, Water Supply and Sewage Treatment Servicing Requirements			
Minimum area of an individual <i>lot</i> that may be created through <i>subdivision</i> , provided each <i>lot</i> has an individual on-site sewage treatment system and an adequate supply of <i>potable</i> water (ha)	1	1	N/A
Minimum area of an individual <i>lot</i> that may be created through <i>subdivision</i> , provided each <i>lot</i> has a connection to a <i>community sewage collection system</i> and a <i>community water system</i> (ha)	0.2	0.2	N/A

2.7 Section 9.4 – COMMUNITY FACILITIES ZONES is amended by adding a new Subsection 9.4.5 as follows:

9.4.5 Special Provisions

- (1) The following special provisions apply to the Community Facility Zone 3 (CF3) zone:
- (a) Despite Section 4.3, no *building* or *structure* other than a *pumphouse*, *public utility structure* or underground utility may be constructed within the following setbacks from lot lines or road access easements:
 - Setback from *front lot line*: 0m
 - Setback from *rear lot line*: 0m
 - Setback from *interior side lot line*: 0m
 - Setback from *exterior side lot line*: 0m.
 - (b) The maximum number of *residential* unit accessory to a *principal use* is one (1) per lot.

2.8 Schedule "A" – Zoning Map is amended by changing the zoning classification of PARCEL A (DD 362513I) OF LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333 and LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333, EXCEPT PARCEL A (DD 362513I) THEREOF from Agriculture 1 (A1) and Residential 2 (R2) respectively to Community Facility 3 (CF3), as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule "A" to Bylaw No. 355 as are required to effect this change.

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.

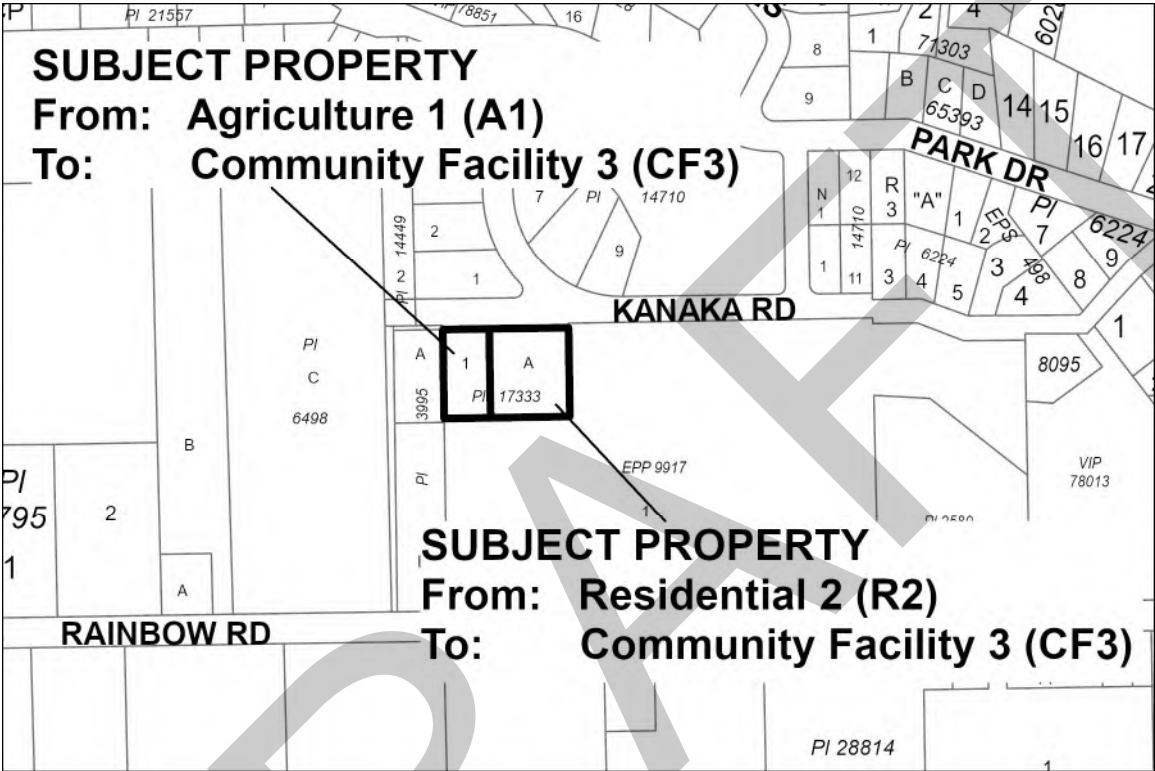
READ A FIRST TIME THIS	_____	DAY OF	_____	20____
READ A SECOND TIME THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

SALT SPRING ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 543

Plan No. 1



From: Mike Tippett <Mike.Tippett@cvrld.bc.ca>
Sent: Tuesday, April 1, 2025 3:53 PM
To: Rob Pingle
Subject: RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response
Attachments: 2025-04-01 SS-BL-543_ReferralResp.pdf

Hi Rob, please find attached the CVVRD referral response for Bylaw 543.

Cheers,

Mike Tippett MRM, RPP, MCIP

Manager, Community Planning Division
 Land Use Services Department
 Cowichan Valley Regional District
 175 Ingram Street
 Duncan BC V9L 1N8
 Telephone (direct) 250.710.2928

From: Rob Pingle <rpingle@islandstrust.bc.ca>
Sent: Monday, March 31, 2025 12:25 PM
To: Mike Tippett <Mike.Tippett@cvrld.bc.ca>; Jas Chonk <jchonk@islandstrust.bc.ca>; Nadine Mourao <nmourao@islandstrust.bc.ca>; realestate@crd.bc.ca; amanda.vanderkloof@bcas.ca; saltspring@rcmp-grc.gc.ca; jholmes@saltspringfire.com; ALC.LUPRT@gov.bc.ca; FrontCounterBC@gov.bc.ca; cathie.mcintyre@bcassessment.ca
Cc: Oluwashogo Garuba <ogaruba@islandstrust.bc.ca>
Subject: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

Dear Referral Coordinators,

We are contacting you in regards to a referral of Bylaw No. 543 (attached), which proposes to amend the Land Use Bylaw (LUB) to include administrative definition of Public Works Facility in the LUB and change subject property zoning from Agriculture 1 and Residential 2 (A1 & R2) to Community Facility 3 (CF3) zone to permit the proposed upgrade to the CRD parks maintenance facility on the properties at 210 & 220 Kanaka Road, Salt Spring Island. Our planner is available to discuss this referral with you if you would like to ensure that your Nation's concerns or comments are considered by our elected officials.

Staff reports and other materials related to the proposed bylaw can be viewed on our website at:

<https://islandstrust.bc.ca/island-planning/salt-spring/current-applications/> as PLRZ20240188.

A reply is respectfully requested by **May 30, 2025**.

Should you have any questions, or require further information on the Proposed Bylaw, please contact Islands Trust Planner Oluwashogo Garuba at (250) 538-5603 or ogaruba@islandstrust.bc.ca and she would be happy to answer any questions you may have.

Referral responses should be addressed to myself at rpingle@islandstrust.bc.ca.

Thank you for your time and attention to this referral,

Rob Pingle

Legislative Clerk | Deputy Secretary

Islands Trust | Salt Spring Island

Phone: 250-538-5600 | www.islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421

The new Islands Trust office at 121 McPhillips Avenue, Salt Spring Island is not open to the public at this time. Staff will continue to provide services by phone and e-mail until the new office space opens


Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

I respectfully acknowledge that the Islands Trust Area is located within the treaty lands and territories of the BOKEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEŁ, Qualicum, scəwəθən, səlilwətał, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SẂÁUTW, Stz'uminus, łaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOŁEŁP, WSIKEM, Xeláltxw, Xwémalhkww, Xwsepsum, and xʷməθkʷəy̓əm First Nations. Islands Trust is committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.

BYLAW REFERRAL FORM
RESPONSE SUMMARY

- ☐ Approval Recommended for Reasons Outlined Below
- ☐ Approval Recommended Subject to Conditions Outlined Below
- ☒ Interests Unaffected by Bylaw
- ☐ Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
(Island)


(Signature)

2025.04.01
(Date)

543
(Bylaw Number)

Manager, Community Planning Division
(Title)

Cowichan Valley Regional District
(Agency)

BYLAW REFERRAL FORM
 RESPONSE SUMMARY

- ☐
 Approval Recommended for Reasons Outlined Below
- ☐
 Approval Recommended Subject to Conditions Outlined Below
- ☒
 Interests Unaffected by Bylaw
- ☐
 Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
 (Island)

J. Chonk
 (Signature)

April 8, 2025
 (Date)

543
 (Bylaw Number)

Jas Chonk, Legislative Clerk
 (Title)

Galliano Island Local Trust Committee
 (Agency)

BYLAW REFERRAL FORM
RESPONSE SUMMARY

- ☐ Approval Recommended for Reasons Outlined Below
- ☐ Approval Recommended Subject to Conditions Outlined Below
- ☒ Interests Unaffected by Bylaw
- ☐ Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
(Island)

J. Chonk
(Signature)

April 28, 2025

543
(Bylaw Number)

Jas Chonk, Legislative Clerk

Mayne Island Local Trust Committee

From: realestate <realestate@crd.bc.ca>
Sent: Wednesday, May 7, 2025 3:48 PM
To: Rob Pingle
Subject: RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

Good afternoon,

Please note:

Approval Recommended for Reasons Outlined Below

Providing adequate park maintenance facilities and storage are supported by the 2019 SSI Parks and Recreation Strategic Plan with a strategy to "invest in our capacity to deliver excellent service" by "Reviewing current maintenance service levels and assess the need for equipment, facilities and resource capacity to deliver a sustainable level of excellent service".

Regards,

Aggie Chan (she/her)

Senior Administrative Secretary | Real Estate Services
T: 250.360.3176

[Facebook](#) | [X](#) | [Instagram](#) | [LinkedIn](#) | www.crd.bc.ca



Capital Regional District
625 Fisgard Street
Victoria, BC V8W 1R7

From: Rob Pingle <rpingle@islandstrust.bc.ca>
Sent: Monday, March 31, 2025 12:25 PM
To: mtippett@cprd.bc.ca; Jas Chonk <jchonk@islandstrust.bc.ca>; Nadine Mourao <nmourao@islandstrust.bc.ca>; realestate <realestate@crd.bc.ca>; amanda.vanderkloof@bcas.ca; saltspring@rcmp-grc.gc.ca; jholmes@saltspringfire.com; ALC.LUPRT@gov.bc.ca; FrontCounterBC@gov.bc.ca; cathie.mcintyre@bcassessment.ca
Cc: Oluwashogo Garuba <ogaruba@islandstrust.bc.ca>
Subject: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

CRD IT SECURITY WARNING: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

Dear Referral Coordinators,

RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

We are contacting you in regards to a referral of Bylaw No. 543 (attached), which proposes to amend the Land Use Bylaw (LUB) to include administrative definition of Public Works Facility in the LUB and change subject property zoning from Agriculture 1 and Residential 2 (A1 & R2) to Community Facility 3 (CF3) zone to permit the proposed upgrade to the CRD parks maintenance facility on the properties at 210 & 220 Kanaka Road, Salt Spring Island. Our planner is available to discuss this referral with you if you would like to ensure that your Nation's concerns or comments are considered by our elected officials.

Staff reports and other materials related to the proposed bylaw can be viewed on our website at:

<https://islandstrust.bc.ca/island-planning/salt-spring/current-applications/> as PLRZ20240188.

A reply is respectfully requested by **May 30, 2025**.

Should you have any questions, or require further information on the Proposed Bylaw, please contact

Islands Trust Planner Oluwashogo Garuba at (250) 538-5603 or

ogaruba@islandstrust.bc.ca and she would be happy to answer any questions you may have.

Referral responses should be addressed to myself at rpingle@islandstrust.bc.ca.

Thank you for your time and attention to this referral,

Rob Pingle

Legislative Clerk | Deputy Secretary

Islands Trust | Salt Spring Island

Phone: 250-538-5600 | www.islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421

The new Islands Trust office at 121 McPhillips Avenue, Salt Spring Island is not open to the public at this time. Staff will continue to provide services by phone and e-mail until the new office space opens

Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

I respectfully acknowledge that the Islands Trust Area is located within the treaty lands and territories of the BOKEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXET, Qualicum, scəwəθən, səlilwətaʔ, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SÁAUTW, Stz'uminus, ʔəʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOŁŁP, WSIKEM, Xeláltxw, Xwémalhkww, Xwsepsum, and xʷməθkʷəy̓əm First Nations. Islands Trust is committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.

This message is intended only for the use of the individual or entity named above, and may contain information that is privileged, confidential or exempt from disclosure under applicable law. If you are not the intended recipient or their employee or agent responsible for receiving the message on their behalf your receipt of this message is in error and not meant to waive privilege in this message. Please notify us immediately, and delete the message and any attachments without reading the attachments. Any dissemination, distribution or copying of this communication by anyone other than the intended recipient is strictly prohibited. Thank you. Please consider the environment before printing this email.

From: ALC Referrals ALC:EX <ALC.Referrals@gov.bc.ca>
Sent: Tuesday, May 27, 2025 11:39 AM
To: Rob Pingle
Subject: RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

Good morning Rob,

Thank you for referring the proposed bylaw amendment for Agricultural Land Commission (ALC) staff comment. ALC staff understand that the proposed bylaw amendment adds the definition of Community Facility 3 (CF3). ALC staff understand that the purpose of the amendment is to rezone the properties with PID: 003-915-204 & 003-915-255 (the "Properties") to CF3 designation.

Although the Properties are located within the Agricultural Land Reserve (ALR), both Properties meet the criteria for exception from certain land use restrictions under s.23(1) of the *Agricultural Land Commission Act* (ALCA) as previously determined by ALC staff (52118m1 & 52128m1). Where applicable, section 23(1) of the ALCA provides an exception from the restrictions on the use of agricultural land set out in the ALCA and its regulations (the ALR Use Regulation and the ALR General Regulation), such as the restrictions on non-adhering residential use, non-farm use, and soil and fill use. As such, ALC staff have no objection to the proposed amendment.

Note the section 23(1) of the ALCA exception is limited and does not provide a general exemption from the ALCA or its regulations. For example, the exception does not apply to the ALCA's restriction on subdivision of land in the ALR. The land remains within the ALR and the ALR notation remains on the certificate of title.

Sincerely,



Nicole Mak (she/her)
Regional Planner – Island & South Coast (FVRD) | Agricultural Land Commission
201 – 4940 Canada Way, Burnaby, BC, V5G 4K6
T 236.468.3278 | **F** 604.660.7033
ALC.Referrals@gov.bc.ca | www.alc.gov.bc.ca

If you are not the intended recipient of this e-mail and attachments please notify the sender by return e-mail and delete the e-mail and attachments immediately. This e-mail and attachments may be confidential and privileged. Confidentiality and privilege are not lost by this e-mail and attachments having been sent to the wrong person. Any use of this e-mail and attachments by an unintended recipient is prohibited.

104118m1

From: Rob Pingle <rpingle@islandstrust.bc.ca>
Sent: Monday, March 31, 2025 12:25 PM
To: mtippett@cvrd.bc.ca; Chonk, Jas ISLT:IN <jchonk@islandstrust.bc.ca>; Mourao, Nadine

RE: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

<nmourao@islandstrust.bc.ca>; realestate@crd.bc.ca; Vanderkloof, Amanda C EHS:EX
<Amanda.Vanderkloof@bcehs.ca>; saltspring@rcmp-grc.gc.ca; jholmes@saltspringfire.com; ALC LUPRT
ALC:EX <ALC.LUPRT@gov.bc.ca>; FrontCounter BC WLRS:EX <FrontCounterBC@gov.bc.ca>; McIntyre,
Cathie BCA:EX <cathie.mcintyre@bcassessment.ca>
Cc: Garuba, Oluwashogo <ogaruba@islandstrust.bc.ca>
Subject: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Dear Referral Coordinators,

We are contacting you in regards to a referral of Bylaw No. 543 (attached), which proposes to amend the Land Use Bylaw (LUB) to include administrative definition of Public Works Facility in the LUB and change subject property zoning from Agriculture 1 and Residential 2 (A1 & R2) to Community Facility 3 (CF3) zone to permit the proposed upgrade to the CRD parks maintenance facility on the properties at 210 & 220 Kanaka Road, Salt Spring Island. Our planner is available to discuss this referral with you if you would like to ensure that your Nation's concerns or comments are considered by our elected officials.

Staff reports and other materials related to the proposed bylaw can be viewed on our website at:

<https://islandstrust.bc.ca/island-planning/salt-spring/current-applications/> as
PLRZ20240188.

A reply is respectfully requested by **May 30, 2025**.

Should you have any questions, or require further information on the Proposed Bylaw, please contact

Islands Trust Planner Oluwashogo Garuba at (250) 538-5603 or
ogaruba@islandstrust.bc.ca and she would be happy to answer any questions you may have.

Referral responses should be addressed to myself at rpingle@islandstrust.bc.ca.

Thank you for your time and attention to this referral,

Rob Pingle

Legislative Clerk | Deputy Secretary

Islands Trust | Salt Spring Island

Phone: 250-538-5600 | www.islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421

The new Islands Trust office at 121 McPhillips Avenue, Salt Spring Island is not open to the public at this time. Staff will continue to provide services by phone and e-mail until the new office space opens

Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

I respectfully acknowledge that the Islands Trust Area is located within the treaty lands and territories of the BOŖÉĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEŁ, Qualicum, scəwáθən, səlilwətał, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SÁÁUTW, Stz'uminus, łaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOLÉŁP, WSIKEM, Xeláltxw, Xwémalhkww, Xwsepsum, and xʷməθkʷəy̓əm First Nations. Islands Trust is committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.

BYLAW REFERRAL FORM
 RESPONSE SUMMARY

- ☐
 Approval Recommended for Reasons Outlined Below
- ☐
 Approval Recommended Subject to Conditions Outlined Below
- ☒
 Interests Unaffected by Bylaw
- ☐
 Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
 (Island)

J. Chonk
 (Signature)

May 30, 2025
 (Date)

543
 (Bylaw Number)

Jas Chonk, Legislative Clerk
 (Title)

North Pender Island Local Trust Committee
 (Agency)



Islands Trust

BYLAW REFERRAL FORM

4-121 McPhillips Ave
Salt Spring Island, BC V8K 2T6
Ph: (250) 537-9144
ssiinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Salt Spring Island Trust Area Bylaw No.: 543 Date: March 31, 2025

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 60 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Dan Ovington for Capital Regional District 108-121 McPhillips Ave. Salt Spring Island BC V8K 2T6

PURPOSE OF BYLAW:

To include administrative definition of Public Works Facility in the LUB and change subject property zoning from Agriculture 1 and Residential 2 (A1 & R2) to Community Facility 3 (CF3) zone to permit the proposed upgrade to the CRD parks maintenance facility.

GENERAL LOCATION:

210 & 220 Kanaka Road, Salt Spring Island

LEGAL DESCRIPTION:

PARCEL A (DD 362513I) OF LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333;
LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333, EXCEPT PARCEL A (DD 362513I) THEREOF

SIZE OF PROPERTY AFFECTED:

0.5 ha (1.2 ac)

ALR STATUS:

Within ALR

OFFICIAL COMMUNITY PLAN DESIGNATION:

Ganges Village Upper & Agriculture

OTHER INFORMATION:

Please fill out the Response Summary on the back of this form. If your agency's interests are "*Unaffected*", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this Bylaw.

(Signature)

Name: Oluwashogo Garuba

Title: Island Trust Planner

This referral has been sent to the following agencies:

First Nations

Cowichan Tribes
Halalt First Nation
Lyackson First Nation
Pauquachin First Nation
Penelakut Tribe
Semiahmoo First Nation
Stz'uminus First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation
Ts'uubaa-Asatx (Lake Cowichan) First Nation

Salt Spring Island Coast Salish Society

Provincial Agencies

Agricultural Land Commission
BC Assessment Authority
Front Counter BC

Regional Agencies

Capital Regional District
CRD – SSI Building Inspection
SSI Advisory Planning Commission
SSI Agricultural Advisory Planning Commission

Non-Agency Referrals

BC Ambulance Service
RCMP
SSI Fire-Rescue

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee
Mayne Island Local Trust Committee
North Pender Island Local Trust Committee
Thetis Island Local Trust Committee
Cowichan Valley Regional District

BYLAW REFERRAL FORM
 RESPONSE SUMMARY

- ☐
 Approval Recommended for Reasons Outlined Below
- ☐
 Approval Recommended Subject to Conditions Outlined Below
- ☒
 Interests Unaffected by Bylaw
- ☐
 Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area

(Island)



(Signature)

June 3, 2025

(Date)

543

(Bylaw Number)

Legislative Clerk / Deputy Secretary

(Title)

Thetis Island Local Trust Committee

(Agency)

DRAFT

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 543

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW, 1999

The Salt Spring Island Local Trust Committee, being the Local Trust Committee having jurisdiction in respect of the Salt Spring Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2025”.

2. Salt Spring Island Local Trust Committee Bylaw No. 355, cited as “Salt Spring Island Land Use Bylaw, 1999,” is amended as follows:

2.1 Section 1.1 – Definitions, Sub-section 1.1.1 is amended by adding the following new definition:

“**public works facility**” means the use of land, buildings or structures for the maintenance, repair or storage of vehicles, equipment and materials that are used solely for the provision, maintenance or repair of public infrastructure, transit buses and vehicles in general and houses operational or administrative functions for the general benefit of the island on which it is located.

2.2 Section 9.4 – COMMUNITY FACILITIES ZONES, is amended by deleting the word “and” and adding the words “and Community Facilities 3” as follows:

The regulations in the tables in this Section apply to land in the Community Facilities 1 (CF1), Community Facilities 2 (CF2) and Community Facilities 3 (CF3) *zones* as indicated by the column headings.

2.3 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.1, is amended by inserting column CF3 in the table as follows:

	CF1	CF2	CF3
Principal Uses, Buildings and Structures			
<i>Public</i> schools, pre-schools and <i>child day care</i> centres.	•		
Libraries	•		
<i>Churches</i>	•		
<i>Community halls</i>	•		
<i>Public</i> hospitals, clinics and health care facilities	•		
Non-commercial active <i>outdoor</i> recreation	•		
Non-commercial <i>indoor</i> recreation facilities	•		
Service club <i>buildings</i>	•		
Performing and visual art centres, including <i>accessory</i> sales	•		
Collection of recyclable materials	•	•	
Sorting and <i>temporary</i> storage of recyclable materials		•	
Collection of <i>municipal solid waste</i>		•	

Sorting and temporary storage of municipal storage waste		•	
Liquid waste treatment		•	
Public service uses		•	
Public works facility			•
Accessory Uses			
Intermittent retail sales and retail services accessory to a principal use	•	•	•
Residential unit accessory to a principal use			•

2.4 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.2 is amended by inserting column CF3 in the table as follows:

	CF1	CF2	CF3
Lot Coverage and Floor Area			
Maximum combined lot coverage of all buildings and structures (per cent)	25	25	25
Setbacks			
Despite Subsection 4.3.1, the following lot line setbacks apply for the specific zone indicated:			
Minimum rear lot line setback abutting commercial or general employment zone (metres)	3.0	*	N/A
Minimum interior side lot line abutting non-commercial or non-general employment zone (metres)	7.5	7.5	N/A
Minimum interior side lot line setback abutting commercial or general employment zone (metres)	*	7.5	N/A
Minimum exterior side lot line setback (metres)	*	7.5	0.0

* indicates the provisions of Section 4.3 apply.

2.5 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.3 (1), is amended by deleting the word “and” and inserting the words “and Community Facility 3” before the as follows:

- (1) The regulations in this Subsection apply to the *subdivision* of land under the Land Title Act or the Strata Property Act for land in the Community Facility 1, Community Facility 2 and Community Facility 3 Zones.

2.6 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.3, is amended by inserting column CF3 into the table as follows:

	CF1	CF2	CF3
Minimum Lot Areas, Water Supply and Sewage Treatment Servicing Requirements			
Minimum area of an individual lot that may be created through <i>subdivision</i> , provided each lot has an individual on-site sewage treatment system and an adequate supply of <i>potable</i> water (ha)	1	1	N/A
Minimum area of an individual lot that may be created through <i>subdivision</i> , provided each lot has a connection to a <i>community sewage collection system</i> and a <i>community water system</i> (ha)	0.2	0.2	N/A

2.7 Section 9.4 – COMMUNITY FACILITIES ZONES is amended by adding a new Subsection 9.4.5 as follows:

9.4.5 Special Provisions

- (1) The following special provisions apply to the Community Facility Zone 3 (CF3) zone:
- (a) Despite Section 4.3, no *building* or *structure* other than a *pumphouse*, *public utility structure* or underground utility may be constructed within the following setbacks from lot lines or road access easements:
 - Setback from *front lot line*: 0m
 - Setback from *rear lot line*: 0m
 - Setback from *interior side lot line*: 0m
 - Setback from *exterior side lot line*: 0m.
 - (b) The maximum number of *residential* unit accessory to a *principal use* is one (1) per lot.

2.8 Schedule "A" – Zoning Map is amended by changing the zoning classification of PARCEL A (DD 362513I) OF LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333 and LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333, EXCEPT PARCEL A (DD 362513I) THEREOF from Agriculture 1 (A1) and Residential 2 (R2) respectively to Community Facility 3 (CF3), as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule "A" to Bylaw No. 355 as are required to effect this change.

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.

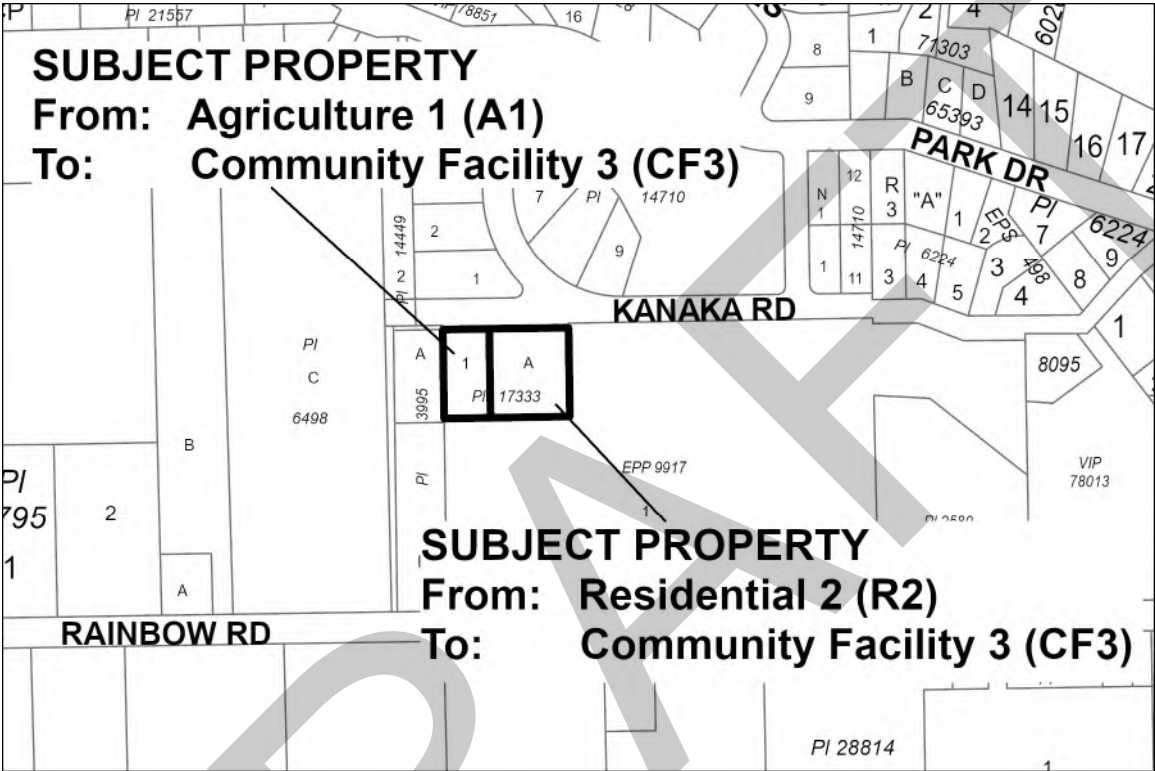
READ A FIRST TIME THIS	_____	DAY OF	_____	20____
READ A SECOND TIME THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

SALT SPRING ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 543

Plan No. 1





Ts'uubaa-asatx Nation
313B Deer Lake Road
Lake Cowichan, British Columbia
V0R 2G0
Phone: 250-749-3301
Fax: 250-749-4286

2-Apr-2025 10:46 PDT

Islands Trust
Attn: Rob Pingle

Project Name: SS-BL-543
Date Received: 31-Mar-2025
Ts'uubaa-asatx Nations Consultation Spectrum Assessment: Level 3

'Au Si'em:

The project area appears to fall within the Hul'q'umi'num Statement of Intent as submitted to the BC Treaty Commission process, but outside Ts'uubaa-asatx Nation's core title area. Ts'uubaa-asatx Nation would recognize this area as being in close proximity to other Hul'q'umi'num or Nuu-chah-nulth First Nation Tumuhw (lands). As such, I would categorize this as a Level 3 rights area for Ts'uubaa-asatx Nation. Level 3 identifies that Ts'uubaa-asatx Nation had harvesting, trade and Nation to Nation relations, but not necessarily sole title and governing authorities, which would be Ts'uubaa-asatx Nation's highest S.35 interests and would require high end of the Haida spectrum consultation.

However, Level 3, is still considered to be a very high consultation matter as it represents our inter-community cultural activities and shared title and harvesting areas with our Hul'q'umi'num or Nuu-chah-nulth relatives. Despite this we would generally defer to the First Nation(s) whose traditional territory fronts this area. Should Ts'uubaa-asatx Nation identify greater interests in the future we retain the right to revise this assessment. However, at this time, we defer to any Nation(s) whose title and governing authorities are directly affected.

'Uy' Skweyul,

Monty Horton

Hul'q'umi'num language terms:

'Au Si'em: a term denoting high respect.

'Uy' Skweyul: good day.





Pauquachin First Nation

16-Apr-2025 09:31 PDT

Islands Trust

Attn: Rob Pingle

Proposed Decision: No Issues

Project Name: Salt Spring Island Bylaw 543

Date Received: 15-Apr-2025

Pauquachin First Nation's Consultation Spectrum Assessment: Level 1

Pauquachin First Nation is in receipt of the referral for: Salt Spring Island Bylaw 543

This area appears to be on/in an area that Pauquachin First Nation would recognize as being outside our title and governance areas. As such, I would categorize this as a Level 1 rights area for Pauquachin First Nation. Level 1 identifies that the project appears to be wholly within another First Nations title and Governance area. Our interests in this area would be limited to Trade, First Nations Government-to-Government and inter-community relationships, but not necessarily Title and governing authorities, which would be Pauquachin First Nation's highest S.35 interests and would require high end of the Haida spectrum consultation.

Given this assessment we would defer to the First Nation(s) whose traditional territory this project lies within or is affected by the project. Should Pauquachin First Nation identify greater interests in the future we retain the right to revise this assessment. However, at this time, we defer to any Nation(s) whose title and governing authorities are directly affected.

Sincerely,

Monty Horton, Lands Governance Officer

Pauquachin First Nation

Tel: 250-937-9195

Email: lands@pauquachin.com

From: TFN Referrals <referrals@tsawwassenfirstnation.com>
Sent: Friday, June 6, 2025 2:50 PM
To: Rob Pingle
Subject: Re: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

Hi Rob,

Sorry for the delay with getting back to you.

Tsawwassen First Nation (TFN) has no concerns regarding this file, at this time. However, TFN requests all copies of interim and final reports produced for this project.

hay čx^w qə

Thank you

Amelia Cooper, B.A., Cert.

Referrals Analyst

Treaty Rights and Title Department

Tsawwassen First Nation

1926 Tsawwassen Drive, Tsawwassen, BC V4M 4G4

C 604-619-6930



From: Rob Pingle <rpingle@islandstrust.bc.ca>

Sent: Monday, March 31, 2025 1:01 PM

To: 'twilliams@tsawwassenfirstnation.com' <'twilliams@tsawwassenfirstnation.com'>;

'policy@tsawwassenfirstnation.com' <'policy@tsawwassenfirstnation.com'>;

'referrals@tsawwassenfirstnation.com' <'referrals@tsawwassenfirstnation.com'>

Cc: Oluwashogo Garuba <ogaruba@islandstrust.bc.ca>; Reconciliation

<Reconciliation@islandstrust.bc.ca>

Subject: Salt Spring Island Local Trust Committee Proposed Bylaw No 543 Referral - For Response

Some people who received this message don't often get email from
rpingle@islandstrust.bc.ca. [Learn why this is important](#)

Dear Chief and Council,

SS-2025-009

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee Bylaw No. 542 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 1, 2025”, be read a second time (PLRZ20240251, 101 Bittancourt Rd).

CARRIED

SS-2025-010

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee Bylaw No. 542 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 1, 2025”, be read a third time (PLRZ20240251, 101 Bittancourt Rd).

CARRIED

SS-2025-011

It was MOVED and SECONDED,

That Salt Spring Island Local Trust Committee Bylaw No. 542, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 1, 2025”, be forwarded to the Secretary of the Islands Trust for approval at the February 26, 2025 Executive Committee meeting (101 Bittencourt Road).

CARRIED

14.2 PLTUP20240296 - D. Ovington - 163 Drake Road, SSI - Staff Report

Planner Garuba presented a staff report dated February 13, 2025 regarding a Temporary Use Permit application for a parks and recreation maintenance facility at 163 Drake Road.

Applicant D. Ovington spoke to the application.

SS-2025-012

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee approve issuance of Temporary Use Permit PLTUP20240296 for a period of two (2) years (163 Drake Road).

CARRIED

14.3 PLRZ20240188 - D. Ovington - 210 & 220 Kanaka Road, SSI - Staff Report

Planner Garuba presented a staff report dated February 13, 2025 regarding a rezoning application which seeks to include land use definition for a public works facility in the Salt Spring Island Land Use Bylaw; amend the LUB to permit public works facility as a principal use in a proposed new Community Facility 3 zone; and rezone the subject property to Community Facility 3, both within the Agriculture Land Reserve.

Applicant D. Ovington spoke to the application.

Trustees expressed support to include a provision for one dwelling unit per lot. This option has been discussed with the applicant and has been drafted so that it would not conflict with the proposed “accessory dwelling unit” definition.

SS-2025-013

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to include in the draft bylaw provision for one dwelling unit per lot in the new Community Facility 3 zone, accessory to the principal use (210 & 220 Kanaka Road).

CARRIED

SS-2025-014

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to proceed with processing application PLRZ20240188 (210 & 220 Kanaka Road).

CARRIED

SS-2025-015

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to prepare a draft bylaw to amend Salt Spring Island Land Use Bylaw No. 355, 1999, to include an administrative definition of public works facility in the Salt Spring Island Land Use Bylaw and to rezone Lot 1, Section 2, Range 3 East, North Salt Spring Island, Cowichan District, Plan 17333, Except Parcel A (Dd 362513i) thereof, from Agriculture 1 (A1) to Community Facility 3 (CF3) (210 & 220 Kanaka Road).

CARRIED

SS-2025-016

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to prepare a draft bylaw to amend Salt Spring Island Land Use Bylaw No. 355, 1999, to rezone Parcel A (Dd 362513i) of Lot 1, Section 2, Range 3 East, North Salt Spring Island, Cowichan District, Plan 17333, from Residential 2 (R2) to Community Facility 3 (CF3) (210 & 220 Kanaka Road).

CARRIED

SS-2025-017

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to refer to and seek input from the Advisory Planning Commission, Agricultural Land Commission, First Nations and other applicable agencies that an application has been received to amend the Salt Spring Island Land Use Bylaw No. 355, 1999 (210 & 220 Kanaka Road).

CARRIED

14.4 SS-SUB-2021.7 - P. Juengst - Lot 28 Welbury Drive, SSI - Staff Report

Planner Garuba presented a staff report dated February 13, 2025 regarding a Section 219 Covenant for acceptance by the Local Trust Committee and to designate the chair to sign the covenant, allowing the subdivision application conditions to be finalized.



Salt Spring Island Advisory Planning Commission

Minutes of a Regular Meeting

Date of Meeting: Thursday, June 19, 2025

Location: United Church, Upper Hall Meeting Room
111 Hereford Avenue, Salt Spring Island

Members Present: Jean Brouard, Chair
Elaine M. Buck McCann, Vice Chair
Tim Hiltz, Commissioner
Anne Gunn, Commissioner
Dolores Bender-Graves, Commissioner
Osman Phillips, Commissioner

Regrets: Leigh Large, Commissioner
Gabriel Wiebe, Commissioner
Stanley Shapiro, Commissioner

Staff Present: Oluwashogo Garuba, Planner
Rob Pingle, Planning Technician (Recorder)
Kalyaan Selvakumar, Planning Team Assistant

Others Present: Laura Patrick, Local Trustee
Dan Ovington, CRD Salt Spring Senior Manager
Kate William, CRD
Justin Byron, CRD Parks Maintenance Supervisor
A member of the public

These minutes follow the order of the agenda although the sequence may have varied.

Planning Technician Pingle called the meeting to order at 1:05 p.m. and called for introductions and introductions were carried out.

1. ELECTION OF THE CHAIR AND VICE CHAIR

Planning Technician Pingle announced the election procedures and called for nominations for Chair. Commissioner Brouard was nominated and accepted the nomination. Planning Technician Pingle called three times for further nominations. Hearing none, nominations were declared closed and Commissioner Brouard was elected Chair by acclamation.

Planning Technician Pingle called for nominations for Vice-Chair. Commissioner McCann was nominated and accepted the nomination. Planning Technician Pingle called three times for further nominations. Hearing none, nominations were declared closed and Commissioner McCann was elected Vice-Chair by acclamation.

2. AGENDA

2.1 Approval of Agenda

By general consent the agenda was adopted.

3. MINUTES OF PREVIOUS MEETING

3.1 Draft Minutes of the January 20, 2025 APC Meeting

By general consent, the minutes of the January 20, 2025 Salt Spring Island Advisory Planning Commission meeting were adopted.

4. BUSINESS ITEMS

4.1 PLRZ20240188 - 210 & 220 Kanaka Road, Salt Spring Island

Planner Garuba advised that the Salt Spring Island Local Trust Committee referred application PLRZ20240188 to the Salt Spring Island Advisory Planning Commission for its review and comment.

The applicant spoke to the proposed use of the property and how it aligns with the historic use of the property.

In discussion the following items were noted:

- There was a question regarding the precedent that could be set by this decision
- There was a discussion about the potential for housing on the property
- There was a discussion about security lighting and storm water drainage on the property
- There was a discussion about the potential for a land swap so that the housing may continue on the property
- There was a question about the landscaping potential to buffer the use from the neighbours
- There was a question about the setbacks proposed for the property
- There was discussion about areas of the nearby community that has housing potential

It was MOVED and SECONDED,

That the Advisory Planning Commission recommend to the Salt Spring Island Local Trust Committee that proposed Bylaw No. 543 proceed, subject to the following recommendations:

- Design requirements are added to ensure minimal impact of lighting and provide vegetation screening.
- The Official Community Plan is updated to guide future public work uses outside of residential neighbourhoods.

CARRIED

4.2 SS-RZ-2019.1 - 248 Upper Ganges Road, Salt Spring Island

Planner Garuba advised that the Salt Spring Island Local Trust Committee referred application SS-RZ-2019.1 to the Salt Spring Island Advisory Planning Commission for its review and comment.

In discussion the following items were noted:

- There was a question regarding the timing of the Temporary Use Permit and the Rezoning application
- There was a discussion about the quality and quantity of water available on the property and the state of Madrona creek
- There was a discussion about the impact on the neighbourhood.

The Advisory Planning Commission requested staff to coordinate a site visit with the applicant and qualified professional in attendance.

A decision regarding this application will be deferred to after the site visit.

5. OTHER BUSINESS - None

6. ADJOURNMENT

By general consent the meeting adjourned at 3:14 p.m.

Jean Brouard, Chair

CERTIFIED CORRECT:

Rob Pingle, Recorder



Salt Spring Island Agricultural Advisory Planning Commission

Minutes of a Regular Meeting

Date of Meeting: Thursday, June 19, 2025

Location: United Church, Upper Hall Meeting Room
111 Hereford Avenue, Salt Spring Island

Members Present: Bree Eagle, Chair
Conrad Pillon, Vice Chair
Kees Ruurs, Commissioner

Regrets: Ken Byron, Commissioner
Scott Royal, Commissioner

Staff Present: Oluwashogo Garuba, Planner
Rob Pingle, Planning Technician (Recorder)
Kalyaan Selvakumar, Planning Team Assistant

Others Present: Laura Patrick, Local Trustee
Dan Ovington, CRD Salt Spring Senior Manager

These minutes follow the order of the agenda although the sequence may have varied.

Planning Technician Pingle called the meeting to order at 3:18 p.m. and called for introductions and introductions were carried out.

1. ELECTION OF THE CHAIR AND VICE CHAIR

Planning Technician Pingle announced the election procedures and called for nominations for Chair. Commissioner Eagle was nominated and accepted the nomination. Planning Technician Pingle called three times for further nominations. Hearing none, nominations were declared closed and Commissioner Eagle was elected Chair by acclamation.

Planning Technician Pingle called for nominations for Vice-Chair. Commissioner Pillon was nominated and accepted the nomination. Planning Technician Pingle called three times for further nominations. Hearing none, nominations were declared closed and Commissioner Pillon was elected Vice-Chair by acclamation.

2. AGENDA

2.1 Approval of Agenda

There was a request to add the topic of Roll of the AAPC to Other Business

By general consent the agenda was adopted as amended.

3. MINUTES OF PREVIOUS MEETING

3.1 Draft Minutes of the November 30, 2023 AAPC Meeting

By general consent, the minutes of the November 30, 2023 Meeting Salt Spring Island Agricultural Advisory Planning Commission meeting were adopted.

4. BUSINESS ITEMS

4.1 PLRZ20240188 - 210 & 220 Kanaka Road, Salt Spring Island

Planner Garuba advised that the Salt Spring Island Local Trust Committee referred application PLRZ20240188 to the Salt Spring Island Agricultural Advisory Planning Commission for its review and comment.

In discussion the following items were noted:

- There was a discussion about the history of the property

It was MOVED and SECONDED,

That the Agricultural Advisory Planning Commission recommend to the Salt Spring Island Local Trust Committee that proposed Bylaw No. 543 proceeds.

CARRIED

5. OTHER BUSINESS

5.1 Role of the AAPC

There was discussion about how commissioners could be engaged. It was noted that items can only be discussed that are referred to the commission by the Local Trust Committee.

6. ADJOURNMENT

By general consent the meeting adjourned at 3:38 p.m.

Bree Eagle, Chair

CERTIFIED CORRECT:

Rob Pingle, Recorder

- The report seeks endorsement of a Cost Recovery Agreement to review the applicant's request to consider a housing agreement and covenant on title of the subject property; and
- The applicant previously provided a draft housing agreement which diverges from the Islands Trust legally vetted template and guide and this resulted in the requirement for legal review to ensure the agreement is enforceable and in line with current legal practices.

The applicant was in attendance and available to answer questions.

The Local Trust Committee had no questions for the applicant or Planner.

SS-2025-101

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee approve, in principle, the draft housing agreement attached to this staff report.

CARRIED

SS-2025-102

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee directs staff to enter into a Cost Recovery agreement with the applicant of application PLRZ20250220 pursuant to Trust Council policy and the Salt Spring Island planning application fees bylaw to request Islands Trust legal counsel review of the draft Affordable Housing Agreement (154-164 Kings Lane Rd).

CARRIED

14.8 PLRZ20240188 - D. Ovington - 210 Kanaka Rd, SSI

The Planner summarized the staff report and highlighted the following:

- The application is being brought back to the Local Trust Committee and seeks rezoning to bring the subject properties into compliance with the current land use regulations and allow the proposed upgrades to the maintenance facility to be carried out; and
- The application was found to be consistent with the Trust Policy Statement and was referred to applicable agencies and the Agricultural Advisory Planning Commission and no concerns were indicated;

The applicant was in attendance and available to answer questions.

Trustees considered reasons and outcomes of holding Community Information Meetings and Public Hearings for separate applications on the same day or separately and the Regional Planning Manager provided potential budget implications and staff capacity considerations.

SS-2025-103**It was MOVED and SECONDED**

that the Salt Spring Island Local Trust Committee Bylaw No. 543 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025”, be read a first time (PLRZ20240188, 210 & 220 Kanaka Road).

CARRIED**SS-2025-104****It was MOVED and SECONDED**

that the Salt Spring Island Local Trust Committee Bylaw No. 543 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025”, be read a second time (PLRZ20240188, 210 & 220 Kanaka Road).

CARRIED**SS-2025-105****It was MOVED and SECONDED**

that the Salt Spring Island Local Trust Committee request staff to schedule a Community Information Meeting and Public Hearing for Bylaw No 543, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025”.

CARRIED**14.9 Trust Council Policy Statement Bylaw No. 183 Referral**

The Senior Policy Advisor noted the deadline for referral responses was changed due to the timing of local engagement events and a response is now required to be received prior to February 6, 2026. The Local Trust Committee previously requested two Town Halls be scheduled to receive feedback from community members and any referral decision should be made following the local public engagement sessions.

SS-2025-106**It was MOVED and SECONDED**

that the Salt Spring Island Local Trust Committee defer bylaw referral on Policy Statement Bylaw No.183 to its November 2025 meeting.

CARRIED**15. LOCAL TRUST COMMITTEE PROJECTS****15.1 Official Community Plan-Land Use Bylaw Quarterly Project Update 1:14**

The consultants provided an overview of the communications and engagement plan and workplan and noted the following:

- The workplan consists of four phases including Phase 1 which focusses on community visioning, Phase 2 involves taking information gleaned in Phase 1 and drafting core Official Community Plan elements and building out modeling into a potential policy framework and policy direction, Phase 3 takes what has been learned in the first two phases and develops Official Community Plan