

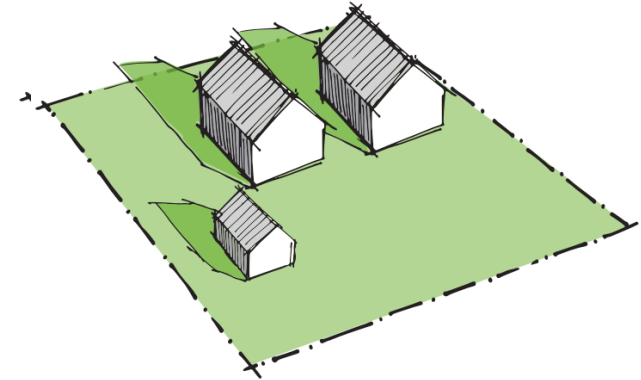
Introduction

Community Information Meeting

Minor Housing Amendments Project

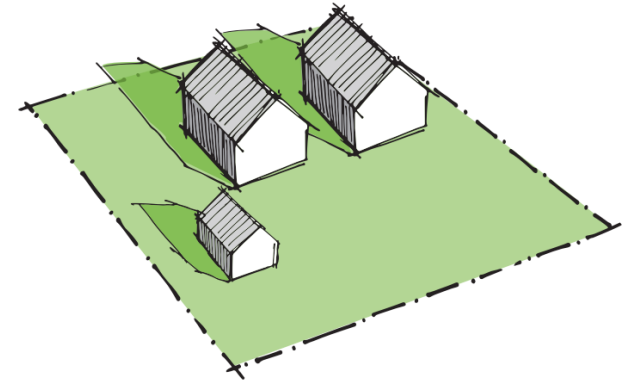
Saturna Island Local Trust Committee

July 18, 2024



Agenda

- **Project Overview**
- **Background on 3 main issues within project scope**
- **Update on broader Trust housing Initiatives**
- **Questions and Answers**



Project Overview

- LTC has made this their priority Minor Project
- **Project Purpose: To review current cistern requirements, secondary suite mapping and Multiple Family Residential (MFR) zoning and OCP policies**
- Budget – up to \$4,000 for 2024/25
- Additional project information: <https://islandstrust.bc.ca/island-planning/saturna/projects/>



Project Scope

- 1) Review Schedule C of the Saturna Island Land Use Bylaw No. 119 (LUB) and assess establishment of cistern requirements across the Local Trust Area (LTA)
- 2) Review Schedule E of LUB for secondary suites and update with new provincial saltwater intrusion mapping
- 3) Review Multiple Family Residential (MFR) zoning restrictions and associated OCP policies.



Deliverables/Timelines

Meeting	Deliverable/Milestone
May 23, 2024	LTC endorsement of project charter
July 18, 2024	Community Information Meeting
October 17, 2024	Preliminary report to LTC with data review and analysis
Jan 2025	LTC considers recommendations and direction to proceed with bylaw amendments
May 2025	Consideration of first reading, 2 nd CIM
June 2025	Public Hearing (if required), second and third readings, referral to EC and Minister
Oct 2025	LTC review of communications plan, Final adoption

Note – If an OCP amendment is required, Minister’s approval would be required that may extend timeline to final adoption



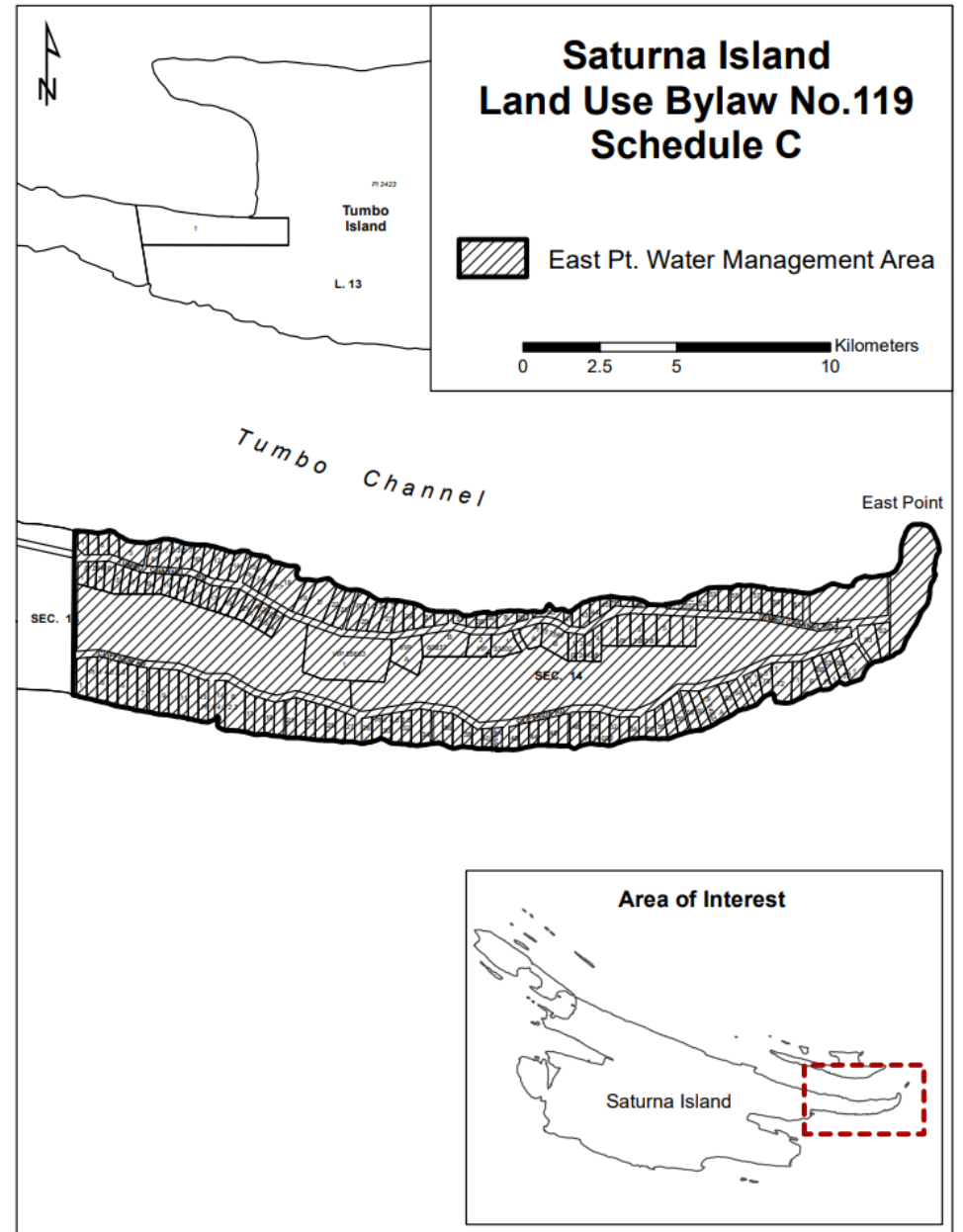
Cistern Provision

2.17 Water Storage

A building permit shall not be issued for any new residential building, visitor accommodation unit, or addition to a residential building or visitor accommodation unit in the water management area depicted on Schedule C unless a building on the lot is equipped with a water catchment system and cistern(s) for the storage of rainwater. Minimum cistern capacity is required as follows:

A minimum cistern capacity of 21820 litres (4800 gallons) is required for any new construction of a residence or visitor accommodation unit, or any addition to a residence or visitor accommodation unit that exceeds 11.6 square metres (125 square feet) of floor area.

Subsection 2.17 could be amended to remove Schedule C and require cisterns everywhere, or the map could be modified to add other areas on the island



Standing Resolution

LTC also has a standing resolution in support of rainwater catchment as a viable water supply when creating new lots

2021-007 (Standing)

Carried

21-Oct-2021

That the Saturna LTC endorses the use of potable rain water catchment systems as proof of adequate potable water for residential subdivision, subject to the withholding of temporary or final occupancy permits until such catchment systems are in place.




Islands Trust

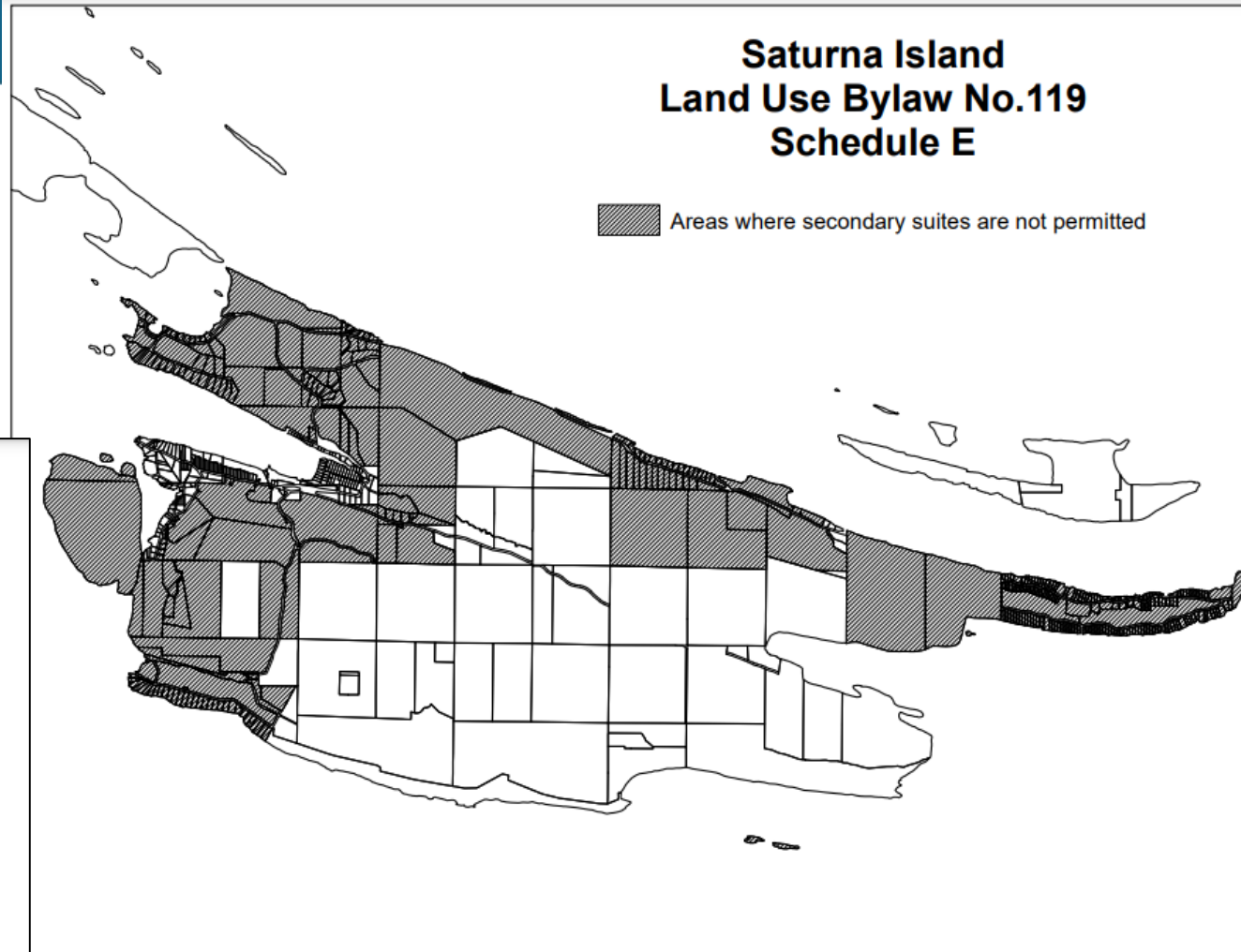
Secondary Suites

2.18 Secondary Suites

- 2.18.1 The secondary suite must be contained within the walls of the building that contains the principal residence.
- 2.18.2 The entrance to a secondary suite from the exterior of the building must be separate from the entrance to the principal residence.
- 2.18.3 A building permit shall not be issued for a secondary suite until the building is serviced by an adequate supply of potable water.
- 2.18.4 The floor area of the secondary suite shall not exceed 90 m² (968 ft²) nor shall it exceed 40 per cent of the floor area of the principal residence. A secondary suite must not be subdivided from the principal residence under the *Land Title Act* or the *Strata Property Act*.
- 2.18.5 Secondary suites are not permitted in the areas identified as having moderate to high aquifer vulnerability depicted on Schedule E.

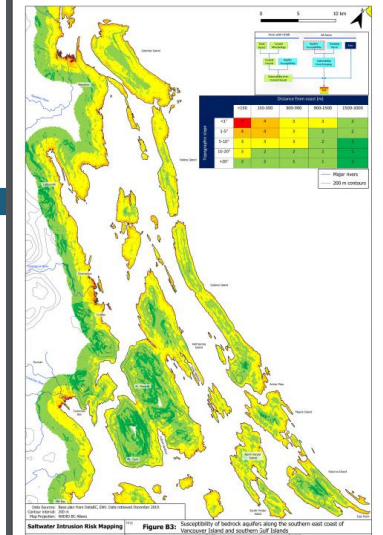
Saturna Island Land Use Bylaw No.119 Schedule E

 Areas where secondary suites are not permitted

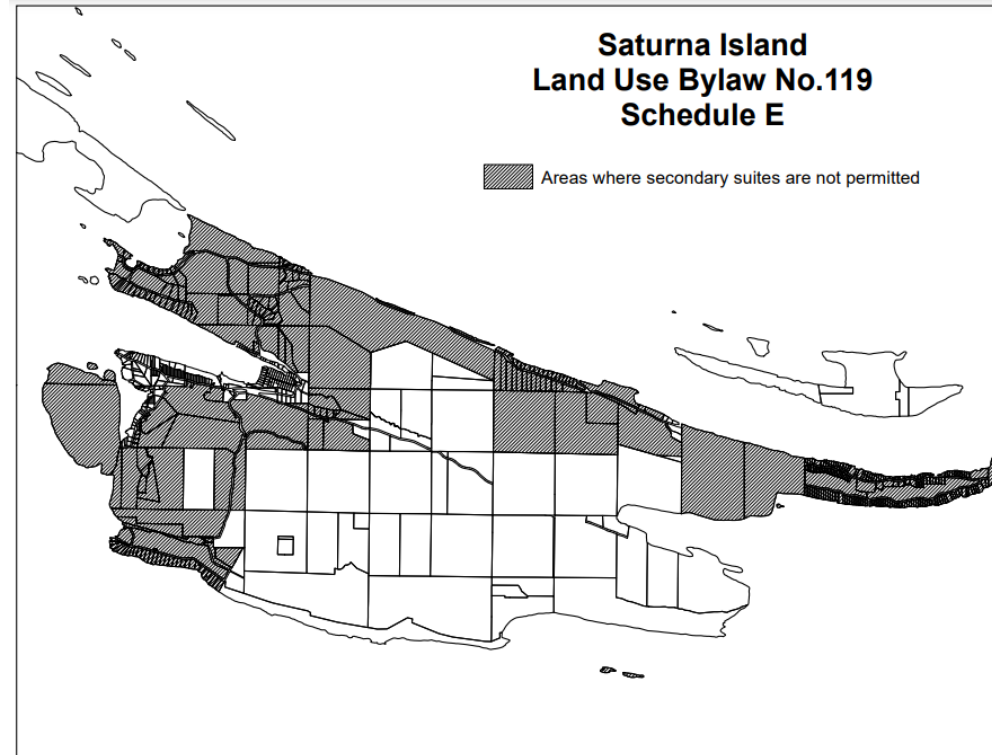
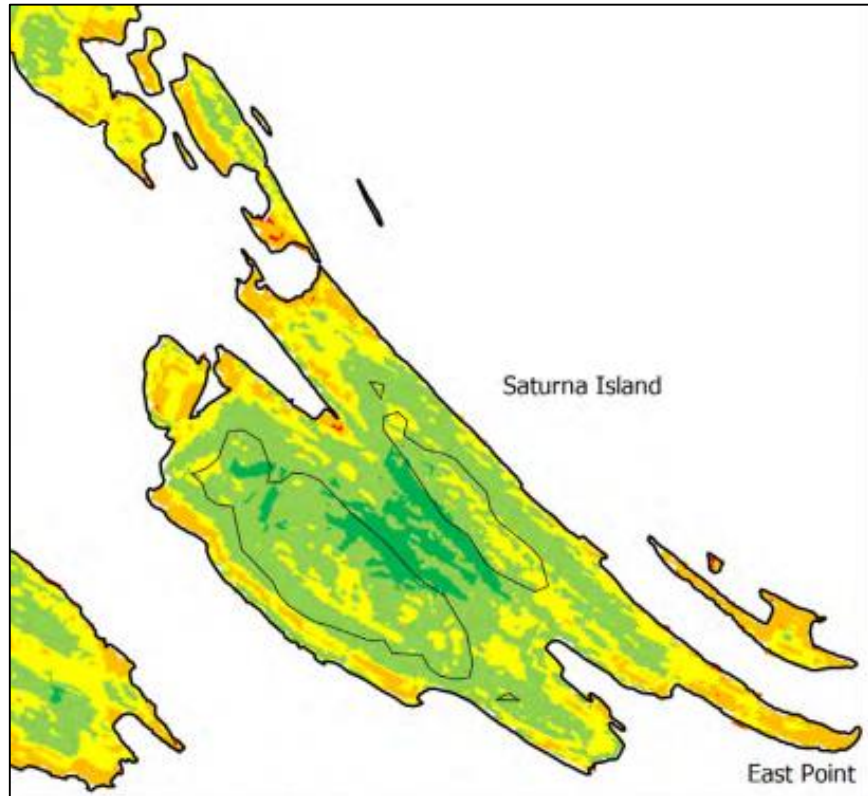


Secondary Suites

- Provincial saltwater intrusion mapping previously used to inform the establishment of where secondary suites are permitted on Saturna Island has been updated
- https://a100.gov.bc.ca/pub/acat/documents/r59164/WWAL_SWIRReportFINAL_2021-6-16_EcoCat_1623860302997_194ED4EF02.pdf
- The LTC could also consider other information when considering where secondary suites are suitable such as groundwater recharge and pump threat mapping, land suitability analysis data



Secondary Suites



Multiple-Family Zoning

- MFR zoning is currently limited to only for the purpose of providing affordable, senior, or special needs housing.

4.5 Multiple Family Residential Zone (MFR)

Permitted Uses

4.5.1 In the **Multiple Family Residential (MFR) Zone** the following uses are permitted, subject to the regulations set out in this section and the general regulations set out in Part 2, and all other uses are prohibited.

4.5.1(1) *residential* for the purpose of providing affordable, senior or special need housing.



Multiple-Family Zoning

- MFR OCP policies may potentially need to be amended if changes to broaden the flexibility and use of MFR zoning were considered

D.1.M Multiple Family Residential

D.1.M.1 Zoning may provide for multiple family residential buildings.

D.1.M.2 Multiple Family use may be permitted to a density not exceeding:

- a) 120% of the primary residences permitted on the lot prior to rezoning for Multiple Family use;
- or
- b) four units per acre for affordable and special needs housing owned and operated by a registered (non-profit) society.

D.1.M.3 The minimum lot area for subdivision for Multiple Family Residential shall not be less than 0.81 hectares (2 acres).

D.1.M.4 Multiple Family Residential policies, (D.1.M.1, M.2 & M.3) may apply within the Forest designation subject to that designation's policies.



Multiple-Family Zoning

- OCP density policy provisions may also need to be reviewed and amended depending on scope of changes

C.1.3 From the date of adoption of the Plan, no rezoning, development permit, temporary permits, or other planning tool or device available to the local trust committee should be used to increase the maximum subdivision capacity, or total residential density of any island within the Area. Secondary suites are not considered as residential density for the purposes of calculating overall residential density within the Saturna Island Local Trust Area.



IT Housing Strategy



IT Housing Strategy

WHAT?

WHERE?

HOW?

GOAL

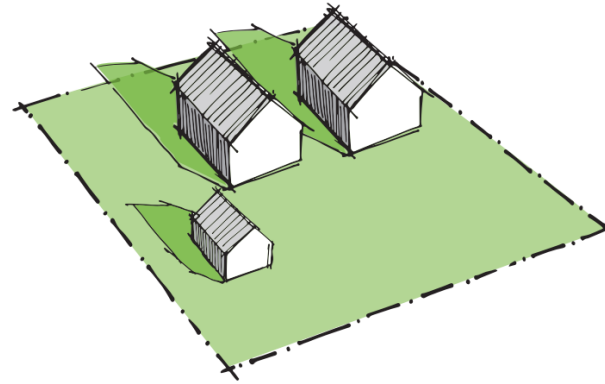
Support local trust committees and island municipalities to increase housing opportunities for low-and-middle income households living and working in the Islands Trust Area in ways that preserve and protect the Trust Area's unique amenities and environment.

This action list is a summary by staff of key actions emerging from the review of 30+ documents related to housing in the Islands Trust produced over the past 30 years. **Internal to Islands Trust** **Requiring Support and \$\$**

Identify and Communicate Housing Need	
N1	Create Housing Profiles for all LTCs using consistent methodology
N2	Update housing needs assessments to include data about housing impacts on businesses and community services
N3	Develop communications materials that identify why housing needs in the Islands Trust are unique and require focussed attention from senior government and housing delivery partners
Develop Trust-Wide Consistency in Housing Policy and Project Processes	
C1	Revise Islands Trust Policy Statement to provide vision for affordable housing and support a variety of housing types compatible with maintaining the integrity of Trust Area ecosystems
C2	Prioritize LTC projects that support housing (amendments to Official Community Plans and Land Use Bylaws)
C3	Identify, and encourage LTCs to adopt consistent and relevant definitions of affordable housing and other housing-related terms
C4	Create housing toolkit for Planners and LTCs to include recommended process for LTC housing projects and a list of land use planning options to address housing need
C5	Create a model engagement/project process for LTCs that will educate and effectively engage communities in affordable housing discussions
Identify Suitable Land for Additional Housing - Local Trust Committees	
S1	Use evidence-based research (eg. groundwater availability, sensitive ecosystem) to identify suitable locations for zoning to address housing needs
S2	Consider social and economic implications of housing location in evaluation of suitable land for additional housing
S3	Consider First Nations interests when identifying land suitable for additional development
Encourage Local Trust Committee Land-Use Policy Review	
LU1	Encourage LTCs to update OCPs to address housing needs
LU1	Encourage LTCs to create opportunities through zoning for housing forms that address housing needs
Streamline and Support Process for NGO-Led Rezoning Applications	
NGO1	Develop communications materials (including costs) on pre-development steps for community organizations
NGO2	Explore options for site-specific affordable housing projects to support pre-development costs for affordable housing
NGO3	Convene pre-development meetings to assess feasibility for all proposed multi-family re-zoning applications
Support Housing Affordability Through Housing Agreements and Land Acquisition	
HA1	Review Housing Agreement template for multi-family developments
HA2	Co-ordinate with Regional Districts to develop a simple program to administer housing agreements
HA4	Encourage LTCs to develop policies that will encourage and facilitate land donation
Develop Partnerships to Improve Existing and Deliver New Housing	
P1	Establish regional interagency round tables to coordinate servicing and zoning requirements, and remove barriers, in support of the development of affordable housing
P2	Work with Regional Districts to facilitate the development and implementation of affordable housing strategies for the islands
Advocate for Policy Changes to Address Housing Challenges on the Islands	
AP1	Encourage Island Health to develop support and guidance for alternative sewage disposal such as composting toilets and alternative water solutions such as graywater recycling and rainwater catchment
AP2	Advocate for changes at the Provincial and regional level to support tiny homes on wheels
AP3	Advocate for improvement districts to access infrastructure grants
Advocate for Funding to Support Housing Need on the Islands	
AF1	Advocate for the provincial government to do and/or fund growth-limits assessment like groundwater availability studies to support "preserve and protect" mandate.
AF2	Encourage BC Housing and CMHC to incorporate a low density, rural framework within capital funding programs
AF3	Advocate for ongoing provincial funding to help address housing need in the Islands Trust (eg. staff capacity, funding to build housing, housing authority....)

Housing Toolkit

- **Process Templates**
- **Background Information**
- **Mapping Tools**
- **Action Plan and Strategy Templates**



Housing Toolkit

- The Housing Toolkit is designed to help focus LTC discussion and inform the development of a Housing Action Plan, Business Case and Project Charter
- Toolkit will build consistency and efficiency across LTC housing projects
- Toolkit development was informed by Mayne Island's process
- Focus is on increasing housing options
- Toolkit is evolving



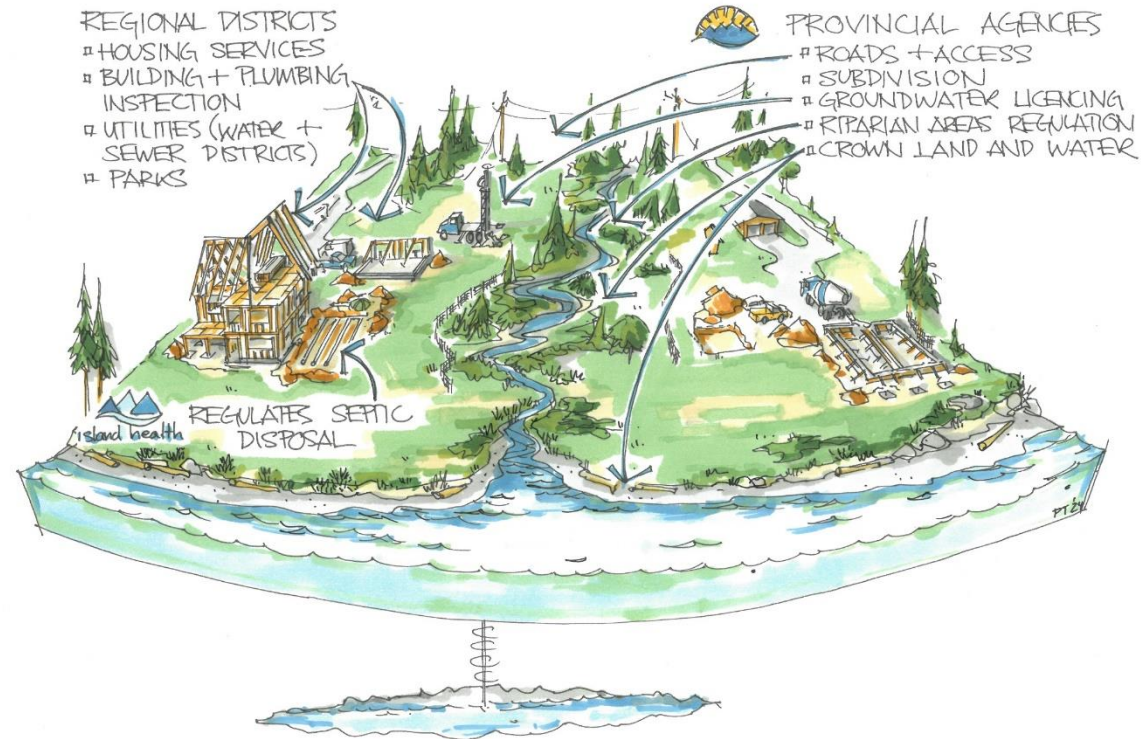
Housing Toolkit

ISLANDS TRUST HOUSING OPTIONS AND REGULATIONS



Housing Toolkit

REGIONAL DISTRICTS AND OTHER AGENCIES



Housing Toolkit

Tool - Baseline Report

Tool 8 – Appendix 1 - Baseline Snapshot of Housing Policy in the Trust Area (2023)

ISLAND	AFFORDABLE HOUSING ZONES	DEFINITION OF AFFORDABILITY IN OCP/LUB	ACCESSORY DWELLING UNITS/COTTAGES (ADUs) PERMITTED IN LUB	SECONDARY SUITES PERMITTED IN LUB	FLEXIBLE ZONING ¹ PERMITTED IN LUB	ALTERNATIVE DWELLING UNITS (AldUs) ² PERMITTED IN LUB	OCP VISION/ GOALS/ OBJECTIVES ADDRESSING AFFORDABLE HOUSING	OCP POLICY GUIDANCE FOR AFFORDABLE HOUSING REZONING APPLICATIONS	OCP DIRECTION FOR LTC/COUNCIL TO AMEND LUB FOR AFFORDABLE HOUSING	HOUSING NEEDS ASSESSMENT (requires updating every 5 years)	AFFORDABLE HOUSING STRATEGY
Hornby	Yes	Yes	No	Yes	No	Yes (RVs)	Yes	Yes	Yes	2018	No
Denman	Yes (Rental Tenure Affordable housing)	Yes	With TUP	Yes	No	Yes (RV, bus, tent, yurt, etc.)	Yes	Yes	Yes	2018	No
Lasqueti	No	No	Seasonal Occupancy	No	No	Yes (RV, bus, tent, yurt, etc.)	Yes	No	No	2018	No
Gabriola	Yes (rental tenure affordable housing)	Yes	Yes	Yes	No	Yes (RVs for up to two years if valid building permit for SFD)	Yes	Yes	Yes	2018	No
Thetis	No	No	Seasonal Occupancy	No	No	No	No	Yes	No	2018	No
Salt Spring	Yes	Yes	400 zoned full-time occupancy/ rest seasonal	Yes	No	Yes (RVs for up to two years if valid building permit for SFD)	Yes	Yes	Yes	2020	2020 -current Housing Action Program
N. Pender	Yes	No	Yes	Yes	No	No	Yes	Yes	No	2020	2008 (not active)
S. Pender	No	No	Yes	No	No	Yes (RV until a SFD is built)	Yes	No	No	2020	No
Saturna	Yes	No	Yes	Yes	No	Yes (RVs and Yurts)	Yes	No	No	2020	No
Mayne	No	No	Yes	Yes	Yes	Yes (RVs)	Yes	No	No	2020	No
Galiano	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes	2020	No
Gambier	No	Yes	Yes	No	No	No	Yes	Yes	No	2020	No
Bowen	No	Yes	No	Yes	No	No	Yes	Yes	Yes	2020	Yes

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Housing Toolkit

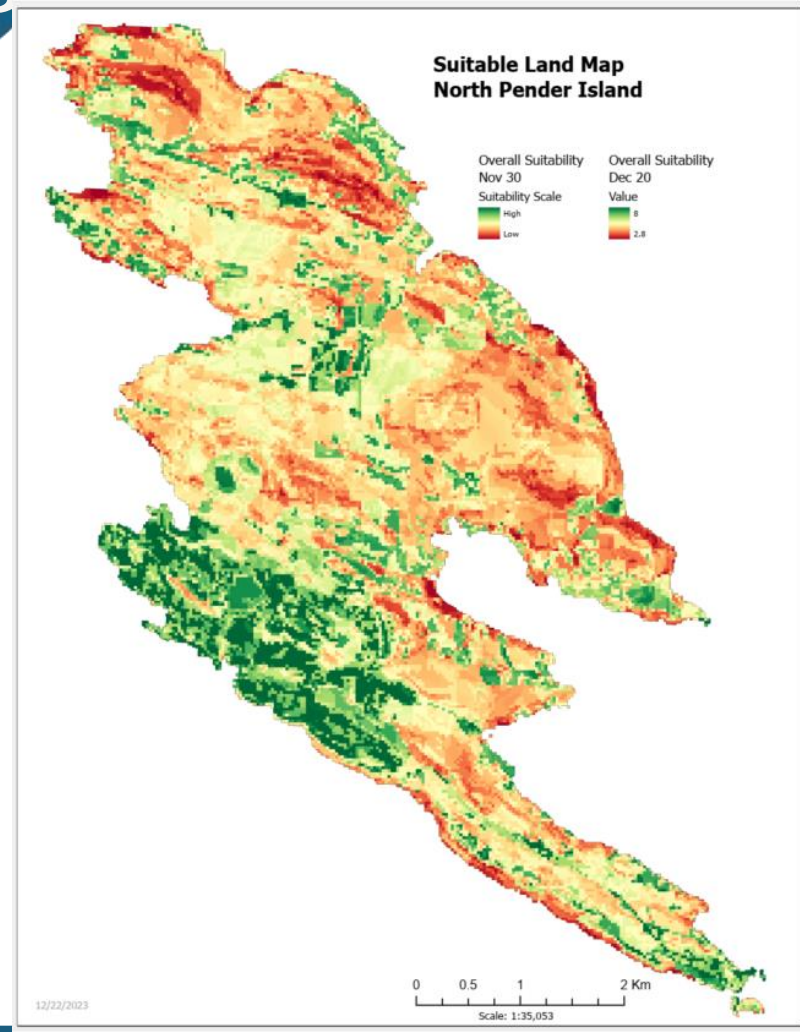
TOOL 3 - Zoning and Policy Options Table

ZONING OPTIONS TO ADDRESS HOUSING NEEDS	
OPTION	DESCRIPTION
ZONING – REVIEW OF EXISTING	
Review and amend existing land zoned for affordable and/or multi-family development	Review all existing lands zoned for affordable, seniors or similar housing and amend the zoning to be less specific or restrictive where housing either hasn't been developed or has not been developed to full zoned potential. Housing providers have said that flexibility in form is key (single large building, rowhouses, detached cottages, etc) to adapt to changing market and funding conditions during lag between zoning approval and construction start.
Review existing undeveloped or under-developed land zoned commercial/industrial	Review existing undeveloped or underdeveloped commercial zones, to potentially permit residential or mixed uses.
Review existing definitions to remove "un-variable" restrictions	If a regulation (such as a floor area limit for cottages) is included in the definition of a term, then it can't be varied through a development variance permit. Such restrictions could be removed from the definitions section of the land use bylaw and added to the main body of document so they could be varied. This can enable greater flexibility for land owners.
ZONING – FORM/USE	
Secondary Suites	Permit secondary suites in some, or all, residential zones or areas of the island. Secondary suites are self-contained dwelling units that are separated from the principal unit but within the same building, whether below, above or adjoined to the principal residence on the side.



Housing Toolkit - Mapping

- **Suitable Land Analysis (NP 1st)**
 - Saltwater intrusion
 - Aquifer Vulnerability
 - Proximity to Amenities
 - Steep Slopes
 - Groundwater Recharge
 - Groundwater Well Density
 - Sensitive Ecosystems
 - Wildfire Risk
 - Cultural Significance
- **Build-Out Analysis**
 - Subdivision potential
 - Build out potential



Housing Toolkit – Action Plan



Islands Trust

TOOL 6 - Housing Action Plan/Local Housing Strategy Template

INSTRUCTIONS

What is a Housing Action Plan/Local Housing Strategy?

A Housing Action Plan/Local Housing Strategy aggregates the several actions that an LTC or island municipality will undertake to help address its island's housing challenges.

If an LTC or island municipality has set specific housing targets, then the action plan should include initiatives that will help meet those targets. Actions included in the plan should be achievable within the political term.

[INSERT NAME] ISLAND HOUSING ACTION PLAN/LOCAL HOUSING STRATEGY (DRAFT XXXXXX 2023)

Why Develop a Housing Action Plan/Local Housing Strategy for [INSERT NAME] Island?

INSTRUCTIONS

The purpose of this section of the Housing Action Plan/Local Housing Strategy is to summarize some of the main housing challenges, past efforts to address them, and linkages to other agencies' work.

EXAMPLE TEXT BELOW

The traditional approach to land use planning on the Islands in the Islands Trust Area has resulted in zoning that has almost exclusively supported the development of single-family dwellings, thereby limiting diverse housing options. Lack of housing inventory and increasing property values in recent years have made purchasing and renting existing housing stock less accessible for those currently living on [INSERT NAME] Island who do not own property.

Mayne Proposed Action Areas

- Goal 1: Updating and Using Available Data to Inform Housing Projects
- Goal 2: Incorporate First Nations Interests in Land Use Decision Making
- Goal 3: Diversifying Housing Options
- Goal 4: Minimize Environmental Impact
- Goal 5: Increase Opportunities for Non Profit Housing
- Goal 6: Advocate for Senior Government Support

Denman Action Areas

- Goal 1: Update Information to Inform Housing Projects
- Goal 2: Incorporate First Nations Interests in Land Use Decision Making
- Goal 3: Diversify Housing Options
- Goal 4: Minimize Environmental Impact on Land
- Goal 5: Implement Affordability Measures
- Goal 6: Address Bylaw Enforcement Issues Related to Housing
- Goal 7: Provide Education and Engagement on Building Costs/Options/Environmental Alternatives
- Goal 8: Advocate for Support for Infrastructure Needs



Islands Trust

Attachment 4: Draft Denman Island Housing Action Implementation Plan

Blue – Items Part of Denman Housing Review Stage 2, Phase 2
 Green – Items being done at Trust Wide level or require collaboration with CVRD or Province

I – Information
 M – Minor Project
 P – Phase 2

IT – Islands Trust Responsibility
 BL – Bylaw Enforcement
 ED – Education

ACTION	Status	Anticipated Timing
Goal 1: Update information to Inform housing project - INFORMATION		
I1	Update Housing Needs Assessment	To be done as part of IT project TBD once Provincial direction is provided
I2	Water Balance Assessment	Waiting for funding allocation 2025/26 fiscal
I3	Workshop with LTC on Suitable Land Analysis (SLA)	To be Scheduled June – August 2024
Goal 2: Incorporate First Nations Interests in Land use Decision Making – RECONCILIATION		
P2A,P2B, P2C	Identify FN Interests with respect to housing options and impacts	Capacity Agreement and funding in place ongoing
Goal 3: Diversifying Housing Options – LAND-USE		
M1	Remove TUP requirement for ADUs	Minor Project Bylaws fall 2024
M1?	Eliminate or update Density Bank	Minor Project (I)? TBD
P2A	Reformatting Land Use Bylaw Regulations	Required Summer 2024
P2A	Review LUB definitions to ensure consistency with OCP	IT standards being created
P2A	Review existing site specific exemptions in light of TUP changes	Technical change
P2A	Permit Dwelling units in community service zone	Explore options
P2A	Consistency with ALC regulations	Technical change
P2A	Permit Alternative Types of units (RVs, Yurts etc.)	Technical change
P2A	Legalize housing on a site specific basis	Communications required for voluntary identification
P2A	Make existing multi-family zoning more flexible	Technical change
P2A	Limiting Vacation Rental Permission to BnB	Tech change related to legal review
P2A	Expand secondary suite permissions into water service areas	Requiring connecting with CVRD
P2B	Include policies related to ALR exclusion for affordable housing	Technical change, engagement related to conditions recommended
P2B	Permit reduction of min parcel size to facilitate land for donation to NGO/Govt	Size of parcel TBD
P2B	Permit subdivision (where not currently permitted) in exchange for donation	Type of property/zones TBD
P2B	Allow subdivision only if land is donated for affordable housing	Community engagement?
P2B	Add policies to support development variance for proof of water for cooperatives	Dependent on review of existing
P2B	OCP Policies to support home based assisted living and tiny home villages	Technical change
P2B	Allow for variations in housing that support shared facilities (e.g. podhouse)	Technical change to support existing?
P2C	Expansion of Accessory Dwellings Unit permission	SLA and early FN engagement recommended Summer 2024 -SLA
P2C	Expansion of Secondary Suite Permission (SLA) beyond water service areas	SLA and early FN engagement recommended Fall/winter 2024 – preliminary work ,

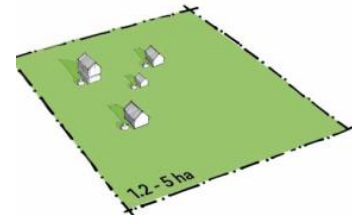
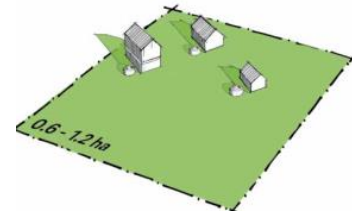
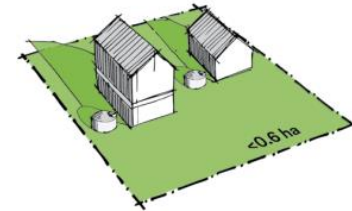
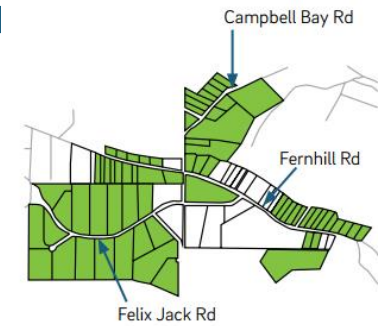
Mayne Island Housing Action Implementation Table

Blue = Items to be addressed a part of the Mayne Island Housing Options Project
 Green = Items being address at Trust Wide level or requiring partnership with other level of government

ACTION	Status/Staff Comments	Timing
Goal 1: Update information to Inform housing project - INFORMATION		
Update Housing Needs Assessment	To be coordinated for whole Trust Area	By March 2025
Workshop with LTC on Suitable Land Analysis (SLA)	To be scheduled	By July 2024
Goal 2: Incorporate First Nations Interests in Land Use Decision Making – RECONCILIATION		
Identify FN Interests with respect to housing options and impacts	Letter sent fall 2023, staff to follow up	Letter by July 2024
Goal 3: Diversifying Housing Options – LAND-USE		
3.1 Expand opportunities to build Secondary Suites and Accessory Dwelling Units		
Require worker housing for significant commercial rezonings	OCP - minor	Winter 2025 – Analysis/Engagement
Support Strata subdivision of accessory dwelling units in suitable areas	OCP – minor unless controversial	
Expand secondary suites permission in suitable areas	LUB- water service areas.	Summer/Fall 2025 – Bylaw reading
Permit ADUs on smaller lots	OCP/LUB- Using suitable land analysis (SLA) is encouraged	
Expand flexible housing regulations		
3.2 Expand Residential Use Permission and Permission for Multi Unit Development		
Allowing rezoning for non-market housing in all land use designations (including school properties, parks, community service)	OCP/LUB- Zones to be identified. This can include allowing additional units on the school board property.	Winter 2024 – Analysis/Engagement
Proactively rezoning existing land zoned for multiple dwellings	LUB- increase flexibility of use where identified	Summer/Fall 2025 – Bylaw readings
3.3 Increase Alternative Housing Options		
Permit rezoning for modular home villages	OCP - to provide flexibility	Winter 2024 – Analysis/Engagement
Developing TUP guidelines for tiny homes	OCP - guidelines will make it easier to provide TUPs for tiny home	
Pre-zoning for manufactured/mobile/tiny home parks	OCP/LUB – This will require identifying locations	Summer/Fall 2025 – Bylaw readings
Increasing building height to increase residential potential in commercial and other suitable areas	LUB – specific locations will need to be identified	
Goal 4- Minimize Environmental Impact –LAND-USE		
4.1 Utilize Available Data for Informed Decision Making		
Use suitable land analysis to identify areas more suitable for additional density	Suitable land analysis if in process	Winter 2024 – Analysis/Engagement
4.2 Protect and Preserve Ecosystems and Freshwater Resources:		
Require freshwater cisterns for all new builds	LUB – implement model used in other LUBs	Winter 2024 – Analysis/Engagement
Update potable water requirements for subdivision	LUB – model recently implemented in North Pender LUB	
Prohibit groundwater fed swimming pools	LUB – minor amendment	Summer/Fall 2024 – Bylaw readings
Reviewing lot coverage with potential to establish paved surface maximums	LUB – minor amendment	
Establish floor area maximums where appropriate	LUB- this is beyond flex housing and maximum combined floor area	

Mayne Island Progress

- Last term Mayne Island LTC introduced Flexible Housing zoning after a lengthy consultation process. Flexible housing permits additional dwelling units with a combined maximum floor area. Cisterns for catchment and storage of freshwater with minimum capacity of 13,640 litres (300 gallons) are required for each secondary suite, cottage and additional dwelling.
- A preliminary approach to suitable land analysis helped determine a pilot area.
- Engagement process related to Flexible Housing as well as a multifamily rental rezoning project enabled detailed discussion on housing.
- Relationship is developing with Habitat for Humanity.
- Mayne was in a good position to develop a Housing Action Plan and apply for Housing Accelerator Funding in partnership with the CRD but was unsuccessful.
- Many more bylaw amendments are anticipated.



Questions?

