

Targeted LUB Minor Amendment – Revised Project Charter v.2

Thetis Island Local Trust Committee

LTC Endorsement Date: February 3, 2026

Purpose: This project proposes to review rainwater catchment requirements, fence setbacks and height, and derelict vehicle regulations as part of a targeted Land Use Bylaw (LUB) amendment, aligning more closely with Official Community Plan (OCP) objectives and policies. It aims to address three minor issues and concerns within one bylaw amendment.

Background: On February 4, 2025, the LTC requested that staff prepare a project charter for the ‘Targeted LUB Amendment Updates – Rainwater, Fences, and Derelict Vehicles’ minor project, with scope and objectives as defined by the LTC. This minor project would result in three specific updates to the LUB to address the community’s evolving needs regarding rainwater storage, fence shoreline setbacks, and nuisance properties.

Deliverables

- To review existing LUB regulations concerning rainwater catchment for new development, fence setback and height regulations, and the derelict vehicle definition.
- To amend the Thetis Island LUB with regards to these three topics.

In Scope

Amendments to the LUB that include:

- Minimum rainwater collection cistern requirements for new residential development, and exemptions for cisterns from floor area and lot coverage regulations.
- Larger fence setback requirements for waterfront properties, and smaller max. fence height; and
- Shorter allowances for derelict vehicles to be unlicensed.

Out of Scope

- Official Community Plan (OCP) Bylaw or other LUB amendments outside of the three proposed topics.

IAP2 Engagement Level:

- Inform
- Consult
- Involve
- Collaborate

Revised Workplan Overview

Deliverable/Milestone	Target Date
LTC endorsement of Project Charter	February 2026
Feedback and recommendations from APC	February 2026
Staff to prepare a draft Land Use Bylaw and share project information with local First Nations	March 2026
Draft Bylaw presented to LTC for consideration of 1 st and 2 nd Readings	April 2026
Bylaw referral to First Nations, agencies, APC, and community groups; legal review	May-July 2026
CIM/Public Hearing, 3 rd Reading and forward to EC	July 2026
Bylaw Adoption	August 2026
END OF FISCAL	March 2027

Project Team

Planner 2	Project Manager
Regional Planning Manager	Project Sponsor
Office Administrative Assistant, Planning Team Assistant, Legislative Clerk	Admin Support
Senior Indigenous Relations Advisor	Referral Support
RPM Approval: Renée Jamurat Date: xxx	LTC Endorsement: Resolution #: Date: xxx

Revised Budget

Budget Sources:		
Fiscal Year	Item	Cost
2026-27	Community Information Meeting and Public Hearing	\$1000
2026-27	Legislative/Legal Review	\$3000 max.
2026-27	Communication and Implementation	\$500 max.
	Total	\$4500

Meeting	Deliverable/Milestone	Revised Target Date	Cost
LTC Regular Business Meeting	LTC endorsement of Revised Project Charter	February 2026	n/a
n/a	APC early referral feedback and local First Nations information sharing	February-March 2026	n/a
LT Regular Business Meeting	LTC consideration of 1 st /2 nd Readings, LTC direct staff to send proposed bylaw to First Nations, Agencies and adjacent LTAs, and APC	April 2026	n/a
n/a	Legal review of draft bylaw	May 2026	Approx. \$3000
CIM, Public Hearing	Community Information Meeting and Public Hearing	July 2026	Approx. \$1000
LTC Regular Business Meeting	LTC consideration 3 rd Reading of proposed bylaw	July 2026	n/a
Executive Committee Meeting	Executive Committee approval	Late July 2026	n/a
LTC Regular Business Meeting	LTC adoption of bylaw	August 2026	n/a
n/a	Public Communication: Espokes newsletter, letter to residents, community information board posts, etc.	Ongoing 2026-2027	Approx. \$500
TOTAL			\$4500