



MEMORANDUM

File No.: Denman Housing Review
Phase 2

DATE OF MEETING: August 13, 2024
 TO: Denman Island Local Trust Committee
 FROM: Narissa Chadwick, Local Planning Services
 COPY: Renee Jamurat, Regional Planning Manager
 SUBJECT: Denman Island Housing Project Update

PURPOSE

This memo provides an update on the Denman Island Housing Project.

This project is currently on track as per the attached Project Charter and Housing Action Implementation Plan that were endorsed by the Denman LTC at their May 7th LTC special meeting. Staff note that timing in project charters is approximate and can differ by a month or more. Since the May meeting staff have been engaged in the following activities:

- Revising housing related definitions
- Preparing the suitable land analysis for presentation to LTC
- Advancing conversations with K’ómoks First Nation staff to determine interests
- Amending bylaws to remove TUP requirement for ADUs and to remove density bank
- Reformatting zoning regulations to support updates to the LUB
- Drafting amendments for Phase 2A amendments, these are amendments that do not require detailed analysis

NEXT STEPS

- Staff will continue to work on Phase 2A amendment drafting
- Staff will continue engagement work with the K’ómoks First Nation
- Staff will schedule a meeting with LTC to review the Suitable Land Analysis (most likely September)
- Staff will begin to explore Phase 2B and 2C amendments

Submitted By:	Narissa Chadwick, RPP, MCIP, Senior Planner	July 24, 2024
Concurrence:	Renée Jamurat, RPP, MCIP, Regional Planning Manager	July 24, 2024

ATTACHMENTS

1. Project Charter
2. Housing Action Implementation Plan

ATTACHMENT 2

Denman Island Housing Review Project (Stage 2 Phase 2)- Charter v1

Denman Island Local Trust Committee (LTC)

Date: May 2024 (update)

Purpose: Advancing policy and regulatory amendments that focus on increasing permitted number of housing units to address housing need while preserving and protecting the natural environment .

Background: Denman Island is experiencing a crisis of housing affordability and availability. The Denman Island LTC initiated a budget request to Trust Council for 2024/25 funding and allocation of staff time to continue the Denman Islands Housing Review Project. A budget of \$15,000 and Regional Planning Team time was allocated to this project for fiscal 2024/25.

Objectives	In Scope	Out of Scope
Amending to the Official Community Plan and Land Use Bylaw to increase the number of permitted housing units to address housing needs of current residents of Denman Island.	<ul style="list-style-type: none"> • First Nations engagement • Public engagement to identify housing options; • Amendments to the OCP and the LUB to increase housing number of permitted housing units to address housing need while considering environmental impact • Identify advocacy policies 	<ul style="list-style-type: none"> • Development of educational materials • Engagement in advocacy • Amendment of policies outside of the OCP and LUB

Workplan Overview

Deliverable/Milestone	Date
Phase 2A – Land Use Bylaw Amendments Requiring Limited Analysis	
First Nations Engagement	Jan 2024 – April 2025
Draft Bylaws/ Community Engagement where required	May 2024- July 2024
Bylaw Referral/Readings	July -Oct 2024
LTC Approval	December 2024
Phase 2B – OCP Amendments Requiring Limited Analysis	
First Nations Engagement	Jan 2024 – April 2025
Draft Bylaws/ Community Engagement where required	May –Sept. 2024
Legal Review/ CIM	October/November 2024
Bylaw Reading/ EC Approval	Dec 2024 – Jan. 2025
Provincial Referral	February 2025
Phase 2C – Options Requiring More Detailed Analysis and Engagement	
First Nations Engagement	Oct. – Dec. 2024
Suitable Land Analysis	June 2024
Draft Options/Community Engagement where required	June 2024 – November 2024
Draft Bylaws	February 2025
Understanding of FN Interests/Bylaw readings/ CIM	March- May 2025
Provincial Referral	May 2025

Project Team

Regional Planning Manager	Renée Jamurat
Regional Planning Team Member	Narissa Chadwick
Planning Team Assistant	Chloë Straw
Denman Island Planner	Marlis McCargar
GIS Tech	TBD

Budget

Budget Sources:		
2023/24	FN Engagement	\$16,000
2024/25	Legal Review	\$7,000
2024/25	Community Engage	\$3,000
2024/25	TBD	\$5,000
	Total	\$32,000

Attachment 4: Denman Island Housing Action Implementation Plan (Revised May 7, 2024)

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 ()?	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	Summer 2024 – primary work (exploring questions that might arise, public engagement as required, FN engagement, bylaw drafting)
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	*At May7 meeting, LTC suggested this become a separate project	
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	*At May 7, 2024 meeting LTC suggested these be removed	
P2B	Permit subdivision (where not currently permitted) in exchange for donation		
P2B	Allow subdivision only if land is donated for affordable housing		
P2B	Add policies to support development variance for proof of water for cooperatives	Dependent on review of existing	Fall 2024 – draft bylaws
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	
P2C	Expansion of Secondary Suite Permission (SLA) beyond water service areas	SLA and early FN engagement recommended	Fall/winter 2024 – preliminary work ,

P2C	Allow Multiple Dwelling Units with Max Combined floor area (Flexible Housing)	SLA and early FN engagement recommended; *At May 7,2024 meeting LTC requested tiny homes be considered	amendment option can be drafted before locations identified FN engagement ongoing
P2C	Additional dwelling units if land is conserved/housing agreement is in place	SLA and early FN engagement recommended;	Bylaws 2025
IT1	Expedite Approvals for multi –unit housing rezoning applications	To be done at Trust Wide level as part of Trust Wide Housing Action Plan Implementation	TBD
Goal 4- Minimize the Environmental Impact on Land –LAND-USE			
P2C	Use suitable land analysis to identify areas more suitable for additional density	Suitable land analysis if in process	Summer/Fall 2024
P2C	Implement maximum combined floor area for multiple dwellings	Maximum combined floor area (MCFA) to be discussed, staff to provide options	Fall 2024 – MCFA to be identified
P2A	Reduce lot coverage (to include floor area and impervious surfaces)	Maximum combined floor area to be discussed.	Summer/Fall – draft bylaws
P2A	Cistern requirement for new builds	Cistern size to be discussed, staff to provide options	
Goal 5 – Implement Affordability Measures – AFFORDABILITY CONTROLS			
IT2	Allow additional units if they are being rented affordably	The only way to guarantee affordability into the long-term is through housing agreement. Requires increasing administration of HAs by the Islands Trust or CVRD developing administrative function.	TBD Fall 2024 -Can be included as advocacy policy
Goal 6 – Address Bylaw Enforcement Issues Related to Housing –BYLAW ENFORCEMENT			
BL1	Identify challenges and options to address	Trust Council Bylaw Enforcement Review currently underway	TBD
Goal 7 – Provide Education and Engagement on costs/options/environmental alternatives -EDUCATION			
ED1	Education re: costs to build, water capture and other alternatives	This could be done on a Trust Wide basis, CVRD or as a LTC minor project.	Fall 2024- Can be included as advocacy policy
ED2	Identify opportunities for CVRD to develop education materials	Meet with the CVRD to advance action plan	Fall 2024- Can be included as advocacy policy, meeting with CVRD
Goal 8 – Advocate for Support for Infrastructure Needs – ADVOCACY			
ED1	CVRD expansion of water and sewage services	Meetings with CVRD required	Fall 2024- Can be included as advocacy policy, meeting with CVRD
ED2	Advocate for support for Cistern purchase	Meeting with CVRD and Province required	Fall 2024- Can be included as advocacy policy, meeting with CVRD
ED3	Advocate for Municipal and Regional District Tax (MRDT) to be collected to support affordable housing development	Meeting with CVRD required	
ED4	Advocate to province for additional revenue to support housing	Item in Trust wide Housing Action Plan	Fall 2024- Can be included as advocacy policy
ED5	Advocate to Island Health to support waste disposal alternatives	Item in Trust wide Housing Action Plan	
ED6	Advocate to Province re: small water system sharing	Could be included in Trust wide Housing Strategy Action Plan	TBD re: advancing action