



**NORTH PENDER ISLAND LOCAL TRUST COMMITTEE  
TEMPORARY USE PERMIT  
NP-TUP-2023.2 (Hepburn)  
Renewal of NP-TUP-2020.7 (Hepburn)**

**1602 Schooner Way**

To: Leslie Hepburn

1. This Permit applies to the land described below:

Lot 31, Section 9, Pender Island, Cowichan District, Plan 22335  
(PID: 000-785-733).

2. This Permit is issued for the purpose of permitting the owner to conduct the following use on their property:


a) a Short Term Vacation Rental within the Dwelling Unit.

3. and is subject to the following conditions:

- a) either the property owner or other on-island contact must be available on North Pender Island by telephone 24 hours/day, seven days per week. The name and contact number of property owner and/or the on island contact person must be provided to guests upon arrival;
- b) the property owner or Short Term Vacation Rental operator must provide neighbours within a 100 metre radius of the vacation rental with the contact person's phone number, and a copy of the temporary use permit;
- c) the property owner or Short Term Vacation Rental operator must provide guests with information on noise bylaws, water conservation, fire safety, storage and disposal of garbage and recycling, septic care, and control of pets (if permitted). The guest information must also remind guests that the property is located in a residential area;
- d) the property owner or Short Term Vacation Rental operator must provide guests with information on the location of the Woodland Sensitive Ecosystem (Development Permit Area One) located on the property, and how to avoid or minimize impacting the sensitive feature;
- e) the maximum number of guests is limited to six (6), with the exception that the maximum number of guests is temporarily limited to five (5) for the duration that the Provincial Emergency Health Order for COVID 19 remains in effect.
- f) the maximum number of days the short term vacation rental may be in use from the period of May 1 to September 30 in a calendar year to a total of sixty (60) days;
- g) camping and occupancy of recreational vehicles are prohibited;
- h) signs advertising the Short Term Vacation Rental are prohibited;
- i) the rental or provision of motorized personal watercraft is prohibited;
- j) all outdoor fires are prohibited;

- k) all parking for guests of, and visitors to, the Short Term Vacation Rental must be contained on the subject property;
  - l) the holder of this Permit, will be held accountable for any violation of the conditions of this Permit. The Islands Trust Bylaw Investigations Officer may enter the property between the hours of 9:00 am and 5:00 pm on any day without prior consultation with the holder of the Permit, or commercial vacation renter for the purpose of investigating a complaint;
  - m) the property owner or Short Term Vacation Rental operator must provide guests with emergency service contact information and to provide a means for contacting them;
  - n) the property owner or Short Term Vacation Rental operator must post the name and contact number of the property owner or on-island contact person, and permit information at the entrance to the house;
  - o) that an application for renewal include hydro and water metre readings for the term of the TUP; and,
  - p) that water conservation signs be posted at all water sources.
4. This permit is valid for three (3) years from date of issuance of the permit and upon expiry of the permit the owner of the site shall discontinue the temporary use to the satisfaction of the Islands Trust, or apply for a new permit.
5. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of "North Pender Island Land Use Bylaw No. 103, 1996" and to obtain other approvals necessary for completion of the proposed development, including approvals from the Capital Regional District, Island Health and Ministry of Transportation and Infrastructure.

**AUTHORIZING RESOLUTION PASSED BY THE NORTH PENDER ISLAND LOCAL TRUST COMMITTEE THIS 17<sup>TH</sup> DAY OF MARCH, 2023.**

  
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Deputy Secretary, Islands Trust

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March 22, 2023  
Date Issued