

# MEMORANDUM

File No.: 6500-20-Raptor Nest DPA  
Project

DATE OF MEETING: April 4, 2025  
TO: North Pender Island Local Trust Committee  
FROM: Brad Smith, Island Planner  
Southern Team  
COPY: Robert Kojima, Regional Planning Manager  
SUBJECT: Raptor Nest Development Permit Area (DPA) Review Project Update

## PURPOSE

The purpose of this staff memo is to provide the North Pender Local Trust Committee (LTC) with an update on the Raptor Nest Development Permit Area (DPA) Review Project.

## PROJECT UPDATES

At the January 31, 2025 meeting, the LTC received a staff memo with an update on the project and passed the following resolutions:

### NP-2025-005

**It was MOVED and SECONDED,**

that North Pender Island Local Trust Committee directs staff to send a mail out to all property owners with parcels that contain at least a portion of the parcel proposed to be located within newly updated Development Permit Area 7 including those parcels only affected by seasonal buffering areas.

**CARRIED**

### NP-2025-006

**It was MOVED and SECONDED,**

that North Pender Island Local Trust Committee requests staff to investigate the feasibility of awarding a service contract to Caurinus Environmental Consulting to provide additional support to staff for property-owner enquiries regarding specific nesting tree locations and features in respect of the Raptor Nest Development Permit Area Review Project.

**CARRIED**

### NP-2025-007

**It was MOVED and SECONDED,**

that North Pender Island Local Trust Committee requests that staff amend the Raptor Nest Development Permit Area Review Project charter to add a budget line item for the 2025-26 fiscal year in the amount of \$5,000 for additional consultation, holding of a public hearing and contingency.

**CARRIED**



Since that meeting, the following has occurred:

- Bylaw referrals - The referral period for bylaw. No.235 has closed. Staff will bring a complete record of referrals to the LTC at the May 30 meeting. No significant concerns have been raised during the referral process.
- Site visits - Staff continue to engage with potentially affected property owners. Since the last meeting, three additional site visits were completed by staff to assess nest trees.
- Data inventory - The RP. Bio and field naturalist working on data collection for mapping updates have informed staff that further field assessment is required, in particular in light of winter wind storms potentially impacting nest trees. This work is currently underway.
- Letter to property owners – This work is delayed until updated mapping is received from the RP. Bio. A second letter will be sent when map updates are ready.
- RP. Bio services – The RP. Bio has been contacted regarding a potential second contract. These services would be provided on an as needed basis, and billed accordingly. As next steps in contacting property owners are delayed, this work will not commence until next fiscal. The LTC can use a portion of the \$5,000 for these services which is now added to the 2025-2026 fiscal budget.
- April 12 Community Information Meeting – staff have initiated an advertisement in the Pender Post for the April 12 CIM. At that meeting, staff are hoping to present updated mapping information if it is available from the RP Bio, if not staff will present current mapping with a caveat that updates are underway and will also present the draft bylaw again to the community.

## PROJECT TIMELINES

The project remains on schedule in accordance with the approved workplan although significant delays in obtaining updated site specific mapping data could impact project timelines.

Workplan Overview	
Deliverable/Milestone	Target Date
<i>Project Charter endorsed</i>	July 2023
<i>Project initiation and preliminary report to LTC</i>	Sept 2023
<i>Procurement process for updated mapping and professional report</i>	Oct - Dec 2023
<i>Professional report study completion, staff review, project summary paper, landowner and stakeholder group engagement</i>	Jan – Nov 2024
<i>Early consultation with First Nations</i>	Sept – Dec 2023
<i>LTC preliminary review of proposed amended DPA provisions and study results</i>	May - Jul 2024
<i>Direction to prepare bylaws</i>	Jul 2024
<i>Final mapping delivered</i>	Nov 2024
<u>Community consultation on draft bylaws, bylaw referrals</u>	<u>Nov 2024 – Apr 2025</u>
<i>Legislative process to amend OCP</i>	Apr – Sep 2025
<i>Implementation and communications</i>	Sept – Oct 2025

## NEXT STEPS

Staff will bring referral responses for draft Bylaw No. 235 back to the LTC at the May 30 meeting and will initiate a second mail-out to property owners when updated mapping is ready.

Submitted By:	Brad Smith, PAg Island Planner	March 11, 2025
Concurrence:	Robert Kojima Regional Planning Manager	March 11, 2025