

DATE OF MEETING: November 6, 2025

TO: Salt Spring Island Local Trust Committee

FROM: Oluwashogo Garuba, Planner 2
Salt Spring Island Team

COPY: Chris Hutton, Regional Planning Manager

SUBJECT: Rezoning (Bylaw Amendment) from Agriculture 1 and Residential 2 to Community Facility 3 Zone and the inclusion of Public Works Facility definition.
Applicant: Dan Ovington
Location: 210 & 220 Kanaka Road, SSI

RECOMMENDATION

1. That the Salt Spring Island Local Trust Committee Bylaw No. 543 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025”, be read a third time (PLRZ20240188, 210 & 220 Kanaka Road).
2. That the Salt Spring Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 543 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025” (210 & 220 Kanaka Road) is not contrary to or at variance with the Islands Trust Policy Statement.
3. That the Salt Spring Island Local Trust Committee Bylaw No. 543, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025”, be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

REPORT SUMMARY

This staff report presents a bylaw to amend Salt Spring Island Land Use Bylaw No. 355 (LUB) to rezone 210 & 220 Kanaka Road. The proposal would bring the subject properties into compliance with the current land use regulations and allow the proposed upgrades to the maintenance facility to be carried out. Staff recommends that the Salt Spring Local Trust Committee (LTC) consider reading the proposed bylaw a third time following the conclusion of the Community Information Meeting (October 15, 2025) and Public Hearing (October 16, 2025). Staff also recommends that the SS LTC consider the application in relation to the Island Trust Policy Statement.

BACKGROUND

This report follows the September 11, 2025 report presented to the LTC where the following resolutions were passed (previous staff reports (including site context and photos), correspondence and referral responses can be found on the [Salt Spring Island Current Applications webpage](#)):

SS-2025-103**It was MOVED and SECONDED**

that the Salt Spring Island Local Trust Committee Bylaw No. 543 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025”, be read a first time (PLRZ20240188, 210 & 220 Kanaka Road).

CARRIED

SS-2025-104**It was MOVED and SECONDED**

that the Salt Spring Island Local Trust Committee Bylaw No. 543 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025”, be read a second time (PLRZ20240188, 210 & 220 Kanaka Road).

CARRIED

SS-2025-105**It was MOVED and SECONDED**

that the Salt Spring Island Local Trust Committee request staff to schedule a Community Information Meeting and Public Hearing for Bylaw No 543, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025”.

CARRIED

Staff proceeded to schedule a Community Information Meeting and Public Hearing which were held on October 15 & 16, 2025 respectively.

ANALYSIS**Policy/Regulatory**

The SS LTC is unfettered in its consideration of a rezoning and may choose to request more information, proceed more incrementally, or defer the application.

Islands Trust Policy Statement:

An assessment of the proposed application relative to the Islands trust Policy statement was undertaken and it was determined that it is consistent with the Policy statement. The Policy Statement Directives Only Checklist, in accordance with section 1.9 of the “Policy Statement Implementation” portion of the Islands trust Policy and Procedures Manual can be found in Attachment 2.

Rationale for Recommendation

Based on staff analysis, the proposed Land Use Bylaw amendment is generally consistent with the Islands Trust Policy Statement and as such, can be advanced. Staff therefore recommends that the LTC read Proposed Bylaw No. 543 for a third time and forward it to Executive Committee for approval.

ALTERNATIVES**1. Amend the Draft Bylaw No. 543**

The SS LTC may wish to amend the Proposed LUB. If selecting this alternative, the SS LTC should describe the specific amendment. Recommended wording for resolution:

- That Salt Spring Island Local Trust Committee amend Bylaw No. 543, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025", by [list amendments...] (PLRZ20240188, 210 & 220 Kanaka Road).
- That Salt Spring Island Local Trust Committee Bylaw No. 543, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025", be read a third time, as amended (PLRZ20240188, 210 & 220 Kanaka Road).

2. Deny the application

The LTC may deny the application. If this alternative is selected, the LTC should state the reasons for denial. Recommended wording for the resolution is as follows:

That the Salt Spring Island Local Trust Committee deny application PLRZ20240188 for the following reasons...

NEXT STEPS

If the recommended resolutions are accepted, Proposed Bylaw No. 543 will be read a third time and forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

Submitted By:	Oluwashogo Garuba, Planner 2	October 29, 2025
Concurrence:	Chris Hutton, Regional Planning Manager	October 29, 2025

ATTACHMENTS

1. Proposed Bylaw 543
2. Islands Trust Policy Statement Directive Policies

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 543

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW, 1999

The Salt Spring Island Local Trust Committee, being the Local Trust Committee having jurisdiction in respect of the Salt Spring Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2025”.

2. Salt Spring Island Local Trust Committee Bylaw No. 355, cited as “Salt Spring Island Land Use Bylaw, 1999,” is amended as follows:

2.1 Section 1.1 – Definitions, Sub-section 1.1.1 is amended by adding the following new definition:

“**public works facility**” means the use of land, buildings or structures for the maintenance, repair or storage of vehicles, equipment and materials that are used solely for the provision, maintenance or repair of public infrastructure, transit buses and vehicles in general and houses operational or administrative functions for the general benefit of the island on which it is located.

2.2 Section 9.4 – COMMUNITY FACILITIES ZONES, is amended by deleting the word “and” and adding the words “and Community Facilities 3” as follows:

The regulations in the tables in this Section apply to land in the Community Facilities 1 (CF1), Community Facilities 2 (CF2) and Community Facilities 3 (CF3) *zones* as indicated by the column headings.

2.3 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.1, is amended by inserting column CF3 in the table as follows:

	CF1	CF2	CF3
Principal Uses, Buildings and Structures			
<i>Public</i> schools, pre-schools and <i>child day care</i> centres.	•		
Libraries	•		
<i>Churches</i>	•		
<i>Community halls</i>	•		
<i>Public</i> hospitals, clinics and health care facilities	•		
Non-commercial active <i>outdoor</i> recreation	•		
Non-commercial <i>indoor</i> recreation facilities	•		
Service club <i>buildings</i>	•		
Performing and visual art centres, including <i>accessory</i> sales	•		
Collection of recyclable materials	•	•	
Sorting and <i>temporary</i> storage of recyclable materials		•	
Collection of <i>municipal solid waste</i>		•	

Sorting and <i>temporary</i> storage of <i>municipal storage waste</i>		•	
Liquid waste treatment		•	
<i>Public service uses</i>		•	
<i>Public works facility</i>			•
Accessory Uses			
<i>Intermittent retail sales and retail services accessory to a principal use</i>	•	•	•
<i>Residential unit accessory to a principal use</i>			•

2.4 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.2 is amended by inserting column CF3 in the table as follows:

	CF1	CF2	CF3
Lot Coverage and Floor Area			
Maximum combined <i>lot coverage</i> of all <i>buildings and structures</i> (per cent)	25	25	25
Setbacks			
Despite Subsection 4.3.1, the following <i>lot line</i> setbacks apply for the specific <i>zone</i> indicated:			
Minimum <i>rear lot line</i> setback abutting <i>commercial</i> or general employment <i>zone</i> (metres)	3.0	*	N/A
Minimum <i>interior side lot line</i> abutting non-commercial or non-general employment <i>zone</i> (metres)	7.5	7.5	N/A
Minimum <i>interior side lot line</i> setback abutting <i>commercial</i> or general employment <i>zone</i> (metres)	*	7.5	N/A
Minimum <i>exterior side lot line</i> setback (metres)	*	7.5	0.0

* indicates the provisions of Section 4.3 apply.

2.5 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.3 (1), is amended by deleting the word “and” and inserting the words “and Community Facility 3” before the as follows:

- (1) The regulations in this Subsection apply to the *subdivision* of land under the Land Title Act or the Strata Property Act for land in the Community Facility 1, Community Facility 2 and Community Facility 3 *Zones*.

2.6 Section 9.4 – COMMUNITY FACILITIES ZONES, Subsection 9.4.3, is amended by inserting column CF3 into the table as follows:

	CF1	CF2	CF3
Minimum Lot Areas, Water Supply and Sewage Treatment Servicing Requirements			
Minimum area of an individual <i>lot</i> that may be created through <i>subdivision</i> , provided each <i>lot</i> has an individual on-site sewage treatment system and an adequate supply of <i>potable water</i> (ha)	1	1	N/A
Minimum area of an individual <i>lot</i> that may be created through <i>subdivision</i> , provided each lot has a connection to a <i>community sewage collection system</i> and a <i>community water system</i> (ha)	0.2	0.2	N/A

2.7 Section 9.4 – COMMUNITY FACILITIES ZONES is amended by adding a new Subsection 9.4.5 as follows:

9.4.5 Special Provisions

- (1) The following special provisions apply to the Community Facility Zone 3 (CF3) zone:
 - (a) Despite Section 4.3, no *building* or *structure* other than a *pumphouse*, *public utility structure* or underground utility may be constructed within the following setbacks from lot lines or road access easements:

Setback from *front lot line*: 0m

Setback from *rear lot line*: 0m

Setback from *interior side lot line*: 0m

Setback from *exterior side lot line*: 0m.
 - (b) The maximum number of *residential* unit accessory to a *principal use* is one (1) per lot.

2.8 Schedule “A” – Zoning Map is amended by changing the zoning classification of PARCEL A (DD 362513I) OF LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333 and LOT 1, SECTION 2, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 17333, EXCEPT PARCEL A (DD 362513I) THEREOF from Agriculture 1 (A1) and Residential 2 (R2) respectively to Community Facility 3 (CF3), as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule “A” to Bylaw No. 355 as are required to effect this change.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME THIS	11TH	DAY OF	SEPTEMBER	2025
READ A SECOND TIME THIS	11TH	DAY OF	SEPTEMBER	2025
PUBLIC HEARING HELD THIS	16TH	DAY OF	OCTOBER	2025
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY



ISLANDS TRUST POLICY STATEMENT DIRECTIVES ONLY CHECKLIST

File No.: PLRZ20240188 | Bylaw No: 543
210 & 220 Kanaka Road (PID: 003-915-255
003-915-204)

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committees address certain matters in their official community plans and regulatory bylaws, Island Municipalities address certain matters in their official community plans, and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECKLIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is consistent with the policy from the Policy Statement, or
- ✗ if the bylaw is inconsistent (contrary or at variance) with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

PART III: POLICIES FOR ECOSYSTEM PRESERVATION AND PROTECTION

CONSISTENT	No.	DIRECTIVE POLICY
	3.1	Ecosystems
✓	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
N/A	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
N/A	3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
N/A	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
N/A	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
N/A	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: POLICIES FOR THE STEWARDSHIP OF RESOURCES

CONSISTENT	No.	DIRECTIVE POLICY
	4.1	Agricultural Land
✓	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
✓	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
✓	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture.
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
N/A	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
CONSISTENT	No.	DIRECTIVE POLICY
	4.3	Wildlife and Vegetation

	4.4	Freshwater Resources
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
N/A	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

PART V: POLICIES FOR SUSTAINABLE COMMUNITIES

CONSISTENT	No.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
✓	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
✓	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
✓	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.
CONSISTENT	No.	DIRECTIVE POLICY
	5.5	Recreation

N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
✓	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
N/A	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
N/A	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
✓	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

	POLICY STATEMENT COMPLIANCE
✓	<i>In compliance with Trust Policy</i>
N/A	<i>Not in compliance with Trust Policy for the following reasons:</i>