



## AGENDA

### SALT SPRING ISLAND HOUSING ACTION PROGRAM TASK FORCE

Date: Thursday, October 20, 2021  
Time: 5:00 PM  
Location: Salt Spring Island Baptist Church - Lower Hall, 520 Lower Ganges Road

#### 1. AGENDA

1.1 Approval of Agenda

#### 2. MINUTES OF PREVIOUS MEETINGS

*Please propose amendments to the draft minutes as worded resolutions in writing to be presented at the meeting.*

2.1 Draft Minutes of the October 7, 2021 Meeting – *For Adoption*

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#### 3. BUSINESS ITEMS

#### 4. OTHER BUSINESS

4.1 General Discussion

1. Task for delegation to LTC in support of Aug 19<sup>th</sup>
2. “Densities” in light of M. Leichter’s presentation to LTC Oct 5<sup>th</sup>
3. Public Engagement Plan
4. STVRs

##### Attachments

- |   |         |
|---|---------|
| 1. R Heitzmann -Town Hall Speaking Notes                  | Page 7  |
| 2. M Leichter – Concerning Upzoning In Agricultural Zones | Page 8  |
| 3. L Patrick – Proposed Housing Authority Resolution      | Page 10 |
| 4. P Grove To R Heitzmann Oct 6 Email                     | Page 11 |
| 5. L Patrick Reply Email                                  | Page 12 |
| 6. UBCM presentation slide 6                              | Page 13 |
| 7. Workforce Housing Island Roundtable Report             | Page 14 |
| 8. R Heitzmann – OCP Quotes                               | Page 29 |

#### 5. ADJOURNMENT



# Salt Spring Island Housing Action Program Task Force Meeting Minutes

**Date:** Thursday, October 7, 2021

**Location:** Baptist Church, Upper Level Meeting Room  
520 Lower Ganges Road, Salt Spring Island

**Members Present:** Rhonan Heitzmann, Chair  
Kerrie Proulx, Vice Chair  
Maïkan Bordeleau  
Bryce Chapman  
Nejmah Guermoudi  
Yvonne Saunders  
Stanley Shapiro  
Daniel Wood

**Regrets:** Meror Krayenhoff  
Jessica Terezakis

**Staff Present:** Sarah Shugar, Recorder

**Others Present:** Peter Grove, Local Trustee  
Laura Patrick, Local Trustee  
One member of the public

These minutes follow the order of the agenda although the sequence may have varied.

The meeting was called to order at 10:06 a.m. Chair Heitzmann welcomed the Task Force members and acknowledged the meeting is being held in Coast Salish First Nations treaty and traditional territory. Chair Heitzmann proceeded with a roll call. It was noted James Back has resigned from the Task Force.

## 1. CALL TO ORDER

### 1.1 Approval of Agenda

It was noted the agenda was not circulated to Task Force members until the day of the meeting. The following items were presented for inclusion in the agenda:

- 4.2 Housing Density
- 4.3 Housing Authority
- 4.4 Meeting Place

**By general consent**, the agenda was adopted as amended.

DRAFT

1

## 2. MINUTES OF PREVIOUS MEETINGS

### 2.1 Approval of Draft Minutes for September 16, 2021

By general consent, the minutes of the September 16, 2021 Housing Action Program Task Force meeting were adopted.

## 3. BUSINESS ITEMS - None

## 4. OTHER BUSINESS

### 4.1 General Discussion – Public Engagement Plan, Survey, Postcard – None

This item was deferred to the next meeting.

### 4.2 Housing Density

Chair Heitzmann circulated an email dated October 6, 2021 received from Trustee Peter Grove entitled "Follow Up on Comments at LTC".

In discussion the following comments were noted:

- There are concerns that adding densities would go beyond the maximum carrying capacity that has been identified in the Salt Spring Island Official Community Plan.
- There was a comment that the types of housing being discussed by the Task Force, such as tiny homes, have lower impacts on water, power, etc. and in some cases in would be one quarter of the per capita impacts.
- There was a suggestion to focus on recommendations for the Salt Spring Island Local Trust Committee (LTC) to do in addition to the actions the LTC has already taken.
- There was a suggestion to prioritize a pilot project, such as the tiny home village, that was presented in previous Task Force meetings. Chair Heitzmann reported a tiny home pilot project is out of scope of the Task Force, the LTC cannot hold land although the LTC could support a tiny home pilot project.
- There was a comment that it is important that the Task Force comes across as supportive, as it is an advisory body to the LTC.
- There was a suggestion that casting a wider net could include suites to be built in barns, outbuildings etc.
- There was a suggestion that it is important to find ways to change potential densities into actual densities by removing barriers.
- There was a comment that there are a number of projects that have zoning in place already. There was a suggestion to approach those property owners to see if they would be interested in a pilot project. There was a question regarding who could coordinate this outreach activity.
- There was a comment that a Norton Road property is an example of a potential property that could be developed for affordable housing.
- There was a comment that the Task Force is relying on data that is out of date.
- There was a comment that Salt Spring Island has had illegal and non-conforming housing for decades and there are many properties that have illegal and non-

conforming housing to provide a mortgage helper, and/or multi-generational living on the same property.

- There was a comment that Lady Minto Hospital has been dealing with major staffing shortages in part due to the housing shortage and this will only get worse.
- There was a comment that Short-Term Vacation Rentals (STVRs) are dwelling units that could provide housing as they are already built.
- There was a comment that there are ways to address housing safety concerns. There was a Capital Regional District (CRD) pilot project that reduced the building code to a basic safety standard and something similar such as a building code variance (building code lite) could be a way to address smaller dwellings such as tiny homes.
- There was a comment that there are funds available through the Canada Mortgage and Housing Corporation (CMHC) for homeowners such as individual grants for homeowners to provide affordable housing.
- There was a comment that there is a wide spectrum of opinions regarding STVRs. There are a lot of property owners that rely on the income of the STVR as a mortgage helper. The topic is nuanced and it would be a good issue for the Task Force to discuss. Trustee Patrick reported the Salt Spring Island Economic Development Commission has recently decided to set up roundtable discussions regarding STVRs on Salt Spring Island.
- There was a comment that there are communities in BC that have been successful in increasing affordable housing stock. Data shows as housing stock decreases, housing costs increase.
- There was a suggestion to support STVR units such as sleeping cabins, tiny homes, and glamping that do not compete with housing needs.

**It was MOVED and SECONDED,**

To request staff to provide data regarding how many potential densities were provided as a result of the Secondary Suites Bylaw and the Affordable Housing - Cottages Bylaw and how many housing units have actually been permitted and added to the housing pool.

**CARRIED**

**By general consent,** the Housing Action Program Task Force agreed to add Short-Term Vacation Rental (STVR) data to the next meeting agenda. Member Proulx will share data regarding STVR impacts in other communities.

**By general consent,** the Housing Action Program Task Force request staff to look into the Norton Road property regarding affordable housing potential.

#### **4.3 Housing Authority**

Chair Heitzmann circulated a resolution regarding a Housing Authority that was presented by Trustee Patrick to the LTC at the October 5, 2021 meeting. It was noted the resolution was tabled to the November 20, 2021 LTC meeting.

In discussion the following comments were noted:

- Support was expressed for a multi-jurisdictional approach to housing.
- There was a suggestion to look into funding opportunities such as the BC Strategic Innovation Fund.
- There was a comment that Whistler, BC is a community that has been successful in creating affordable housing for workers.
- There was a suggestion to document the successes and challenges of the process.

Trustee Grove left the meeting at 11:28 a.m.

**Action:** Member Guermoudi will circulate information regarding the BC Strategic Innovation Fund prior to the next meeting.

**It was MOVED and SECONDED,**

The Housing Action Program Task Force recommend the Salt Spring Island Local Trust Committee endorse Trustee Patrick's resolution regarding a business case for a SSI Housing Authority including the following recommendations:

- Invite the Capital Regional District Housing Corporation to participate in the process;
- Consider how other communities in BC such as Whistler as an example of a community that has been successful in providing affordable housing for workers;
- Document the process and identify successes and challenges.

**CARRIED**

**It was MOVED and SECONDED,**

The Housing Action Program Task Force request the Salt Spring Island Local Trust Committee to add the creation of an inter-jurisdictional Housing Authority to the scope of the Housing Action Program Project Charter as recommended by the Housing Working Group report phase two.

**CARRIED**

#### **4.4 Meeting Place**

There was discussion regarding meeting in a church.

**It was MOVED and SECONDED,**

The Housing Action Program Task Force request staff to follow up on the request to find a more neutral meeting place.

**CARRIED**

Member Chapman arrived at the meeting at 11:49 a.m.

## **5. ADJOURNMENT**

The meeting was adjourned at 11:51 a.m.

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Rhonan Heitzmann, Chair

**CERTIFIED CORRECT:**

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Sarah Shugar, Recorder

DRAFT

SS LTC -Oct 5<sup>th</sup> Townhall speaking notes Rhonan Heitzmann

Hello, I am addressing you today as chair of the Housing Action Program Task Force.

At our Aug. 19<sup>th</sup> meeting, with a full host of staff in attendance, we made a number of motions to recommend actions to the LTC for **immediate** implementation. Most of these were in the form of suggestions for standing resolutions that could be adopted to encourage and protect the public and seasonal accommodation providers to provide housing for people in need, even if the situations might not be conforming to existing bylaws, while more lasting planning solutions are being identified and implemented.

There was also a recommendation to update the existing suites bylaw to encourage uptake and use of existing buildings for long term housing by expanding the bylaw to be island wide, and allowing the use of accessory buildings, as well as protecting water. This is a measure that will spread the permission in a flexible way across our private sector, allowing and encouraging those who want to help house their community to do so with more flexible option about where on their property they can do so. Not only does this provide rental housing within the settlement pattern of existing infrastructure, it also provides mortgage helpers, multi-generational living and options for elderly to downsize on their own property, perhaps renting their house to families in need. I have been previously told by staff that an update of this sort could be implemented relatively quickly, since the bylaw already exists.

I was told by staff that their report on our recommendations was being prepared for the November LTC meeting and that the draft minutes of that meeting would be presented to the LTC in the Agenda package for this meeting, even though the LTC already met on August 31<sup>st</sup>, where they could have already been presented. I was shocked to learn yesterday that they do not even appear on this Agenda, despite the minutes for our Sept 16<sup>th</sup> meeting being included. **What is the reason for this omission!?**

The very nature and reason for our recommendations is to try to get immediate emergency action to address the housing situation for our island which is literally crumbling due to lack of staff, not to mention all of the various people experiencing housing difficulties. This has been going on for years, and is getting worse! The time is now to act with urgency and meaning, and not fall into transactional complacency where it takes 3 months for recommendations to make their way from and advisory body to the decision makers. This must change. I urge this LTC to impress upon staff the urgency of this matter. I urge the LTC to pay attention to our recommendations and to direct staff to implement them in the most expedient manner possible.

Thank you.

**Statement to Local Trust Committee - October 5, 2020  
By Maxine Leichter**

The Local Trust Committee is considering asking staff to prepare a bylaw to allow the already allowed second residence on land zoned A1 and A2 to be occupied by other than farmworkers. Almost all of these properties are in the ALR. The purpose is to be consistent with new ALR regulations. These densities already exist.

I'm here to ask you not to further go beyond that to add any new densities because other LTCs have already added more densities than are allowed by our Official Community Plan.

Our OCP states *“B.2.1.2.1 Zoning changes should be avoided if they would likely result in a larger island population than is expected under the development potential zoned in 2008. Exceptions to this policy are to be few and minor and only to achieve affordable housing and other objectives of this Plan.”*

Then, there is the Islands Trust Implementation *Policy 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.** “*

And further, Section 478(2) of the Local Government Act requires that all bylaws must be consistent with the OCP.

So what are those limits for SS?

At the public information meeting for Bylaw 512 (cottages) staff stated that they had a legal opinion that if only a specific small percentage of existing densities were added, it would not violate the OCP and that this number was around 400. The cottages bylaw added 411 densities.

But it turns out, that far more than 400 densities have been added since 2008.

In 2017, Bylaw 461 added 1,598 suites saying that they were not densities. But obviously they allow another household and therefore ARE densities. To say they are not densities is just not honest.

Rezoning for 3 affordable housing projects have added about another 100 densities. This is how many densities are at these projects, not all of which were added: 24 at Salt Spring Commons, 54 at Croftonbrook, 27 At Murikami Gardens. Two additional such projects are in the planning stages.

So, we're about 1,700 over the approximately 400 that the trust lawyer said would be consistent with the OCP.

Now, regarding your consideration of rezoning of farm properties, staff report says there are 185 properties with farm status but not zoned A1 or A2. Those landowners may want to be able to rent out more properties or have several B&Bs. But to increase densities over what is allowed now will represent a further violation of our OCP, Trust policy and the Local Government Act.



I have 3 suggestions:

1. Rezone away the suites in North SS Waterworks District. The water district will not service them. The water shortage there is likely to only get worse. That zoning is just going to create problems for NSSWD.
2. Do not add more densities to A1 or A2, meaning (ALR) properties. The only possible need is to change how these densities can be used. If you do add uses, limit them to farmworkers or island essential workers and be rented at “affordable” rates. Yes, hard to enforce, but it would reflect community needs.
3. Do not add any densities to parcels NOT zoned A1 or A2. If you do, you will be further rendering our OCP meaningless.

Thank you for allowing me to speak.

Laura Patrick resolution re Housing Authority presented to LTC, Oct. 5<sup>th</sup> 2021

Whereas the SSI LTC recognizes that the Housing Action Program Task Force is extremely important and valued for identifying and prioritizing actions to expand housing options that are primarily within the LTC's authority;

Whereas SSI LTC recognizes that for real change to occur in the availability of housing options that meet the needs of islanders that cooperation is needed with all levels of government, non-profits and community groups, as well as the private sector and small businesses;

Whereas SSI LTC recognizes that a Housing Authority-type entity that can own land and undertake development projects is ultimately needed on Salt Spring Island;

Whereas the SSI LTC recognizes that an interim step is to create a Housing Council-type entity that is staffed, able to receive and administer grants, and manage projects/programs and undertake planning work;

Therefore, the SSI LTC direct staff to prepare a 2022/23 business case that includes, but is not limited to:

1. Obtaining delegated authority to facilitate a coordinated approach for housing solutions;
2. Coordinating a Salt Spring Island housing council-like entity with member representation from government (e.g., CRD and BC Housing), rate payer organizations (e.g., NSSWS), not-for-profit organizations, and others with professional expertise that is staffed, able to receive and administer grants, and manage projects/programs and undertake planning work; and
3. Allowing for consulting support to facilitate all aspects of the setting up of this entity.

----- Forwarded Message -----

**From:** Peter Grove <[pgrove@islandstrust.bc.ca](mailto:pgrove@islandstrust.bc.ca)>  
**To:** [rhonanmann@yahoo.ca](mailto:rhonanmann@yahoo.ca) <[rhonanmann@yahoo.ca](mailto:rhonanmann@yahoo.ca)>  
**Cc:** Stefan Cermak <[scermak@islandstrust.bc.ca](mailto:scermak@islandstrust.bc.ca)>; Peter Luckham <[pluckham@islandstrust.bc.ca](mailto:pluckham@islandstrust.bc.ca)>;  
Laura Patrick <[lpatrik@islandstrust.bc.ca](mailto:lpatrik@islandstrust.bc.ca)>  
**Sent:** Wednesday, October 6, 2021, 03:09:45 p.m. PDT  
**Subject:** Following up on your comments at LTC

Rhonan, thank you for your presentation yesterday. I appreciate all you are doing for the community. In your capacity of Chair of the Housing committee, I want to share some thoughts ....

Maxine Leichters presentation to the LTC, which I believe you witnessed, has led me to collect my thoughts on where we stand in terms of additional "affordable" housing on SSI. I hear so much about what we have "failed" to do and I think it useful to remind us all of what has been done and is still happening and what has transpired over the 10 years I have been a Trustee (which is all I can safely report on). In point form, to summarize:

- Bylaw 512, in 2008, has allowed for potential 400 additional allowable cottages.
- Bylaw 46, in 2017, an additional potential 1,598 suites were allowed (suites are now legal in over 70% of the island, including ALR land)
- Rezoning have allowed for some 345 actual and potential units including: 24 units at Salt Spring Commons, 54 at Croftonbrook, 27 At Murikami Gardens; 50 at Meadow lane. In progress: Drake road, up to 80 units, Dragonfly up to 30 units and Swanson Pond, up to 40 units. Furthermore Norton road was zoned for up to 40 units.
- We are now considering increasing allowable housing on ALR lands plus 185 properties with farm status but not in the ALR.

This is a significant list. The grand total, excluding the ALR lands potential, is over 2,300. I realize it is somewhat facile to trot out such numbers but, nevertheless, they should not be overlooked. We have not been "asleep at the wheel" as some might suggest.

And a great deal more needs to be done....

Feel free to share this with your committee.

Best wishes

Peter

Peter Grove

Islands Trust Trustee

Tel: 250-537-1117

Cel: 604-341-6710

----- Forwarded Message -----

**From:** Laura Patrick <[lpatrick@islandstrust.bc.ca](mailto:lpatrick@islandstrust.bc.ca)>

**To:** Peter Grove <[pgrove@islandstrust.bc.ca](mailto:pgrove@islandstrust.bc.ca)>; [rhonanmann@yahoo.ca](mailto:rhonanmann@yahoo.ca) <[rhonanmann@yahoo.ca](mailto:rhonanmann@yahoo.ca)>

**Cc:** Stefan Cermak <[scermak@islandstrust.bc.ca](mailto:scermak@islandstrust.bc.ca)>; Peter Luckham <[pluckham@islandstrust.bc.ca](mailto:pluckham@islandstrust.bc.ca)>

**Sent:** Thursday, October 7, 2021, 09:26:07 a.m. PDT

**Subject:** RE: Following up on your comments at LTC

Peter,

I do not believe that anyone is questioning your support or actions. People don't live in "theoretical" homes. As I learned at UBCM, we must use more unconventional data sources to understand the issue and account for housing lost. When I saw a UBCM presentation (see slide 6 in the attached file) that Salt Spring is displayed on the list of top 10 rural communities with highest percentage of people paying greater than 30% of their income on rent, I was sickened. Not a top 10 statistic to be proud of.

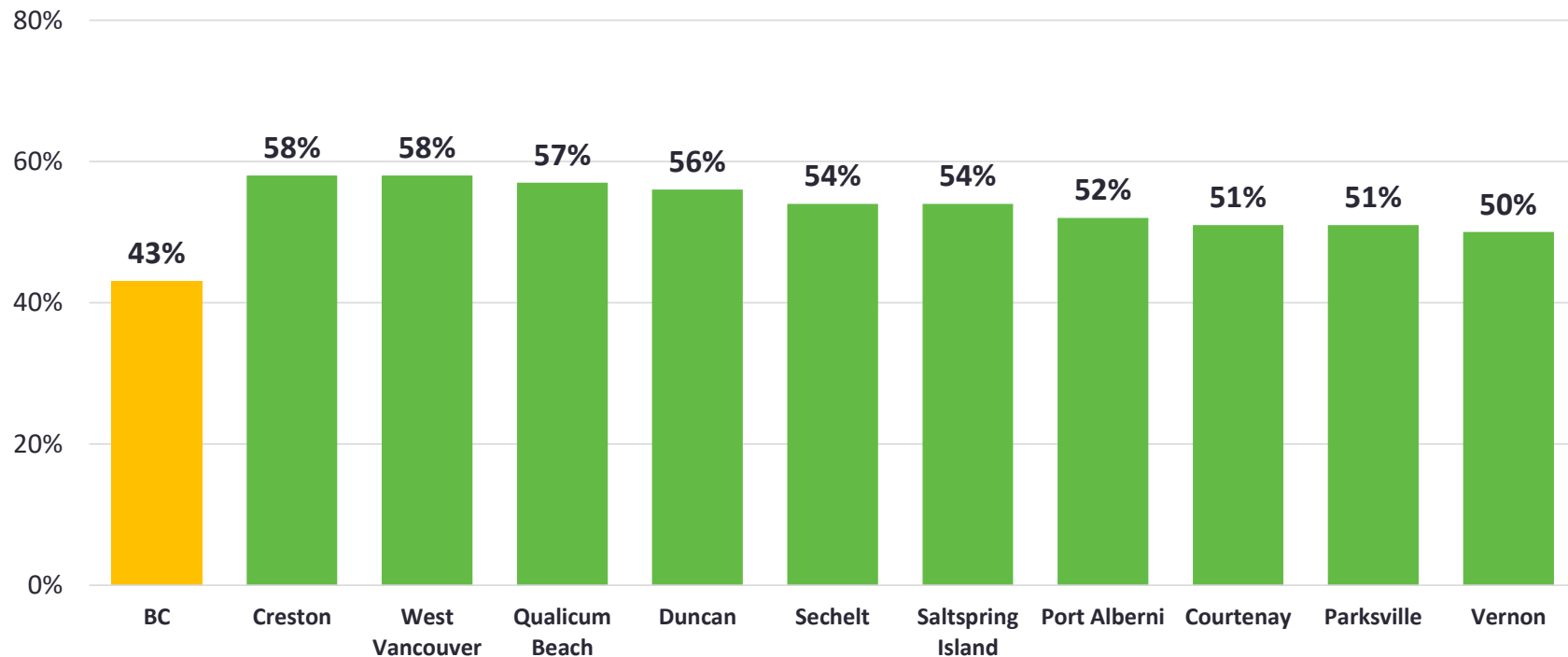
Yes we can show we have accomplishments – but people are suffering and essential institutions are at serious risk. Let's understand the success of these "potential" units and let's understand the impediments. I hope the housing task force is digging into these questions.



## Top 10: Spending Over 30% in British Columbia

BC's housing crisis is not just a big city problem

Proportion of Renter Households Spending Over 30% of Income on Shelter Costs in BC, 2016



# Workforce Housing The Results of an Island Roundtable

Laura Patrick, CEDC Commissions  
Kisae Peterson, Salt Spring Housing Council  
Janet Clouston, Salt Spring Chamber of Commerce

February 1, 2018

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## Context

This report summarizes progress toward development of a strategy for resolution of a severe shortage of workforce housing on Salt Spring Island. It will remain a draft until all participants in the October 30, 2017 roundtable have had a chance to review and add their comments.

### Introduction

On October 30, 2017, approximately 30 people (See Appendix A) gathered on Salt Spring to discuss: existing and perceived impediments to solving the availability of workforce housing; clarify, define, and document the roles and responsibilities of accountable organizations; and, identify actionable next steps.

This event co-hosted by the Community Economic Development Commission (CEDC), Salt Spring Island Housing Council, and the Salt Spring Island Chamber of Commerce was designed to bring a strong voice from our island employers to the Islands Trust, Capital Regional District, Provincial Government, local agencies and non-government organizations with housing mandates.

Our island employers are experiencing significant challenges in their abilities to recruit and retain employees as a direct result of housing. Over the

**“It was really inspiring to see so many people with the knowledge and drive to make the changes needed.”**

four hours on October 30, participants identified several actions that could improve the situation.

A woman desperately seeking rental housing on Salt Spring listened in during the wrap up. She said “It was really inspiring to see so many people with the knowledge and drive to make the changes needed.”

### Background

On the April 20, 2017, CEDC passed a motion that Commissioner Laura Patrick draft a proposal for the Commission to consider as a strategy towards resolution the economic barrier – a shortage workforce housing.

Housing has been recognized as an issue on the island for at least 15 years. In 2003, The Islands Trust received a staff report titled “Options for Affordable Housing: New Solutions to the Housing Crisis in the Islands Trust Area. The need to undertake affordable housing initiatives and its impacts on island workers were known then:

*The islands generally possess a market appeal that serves to maintain high property values, which can be attributed to their accessibility to urban centres, among other factors. Combined with a lack of rental housing, this often renders them inaccessible to low-income families and individuals. Concerns have been raised about the resulting situation by those interested in the creation of balanced and inclusive communities, as*



*well as those who see that **local service workers** and other low-income earners have trouble procuring housing to fit their needs.*

This 2003 staff report identified a number of planning tools to create affordable housing. Despite the recognized “crisis”, many of these planning tools have not been enacted:

- Permit full-time secondary suites in residential zoning areas
- Permit rental of secondary cottages as full-time residences, with rent controls
- Density bonuses on residential zoning for provision of low-cost accommodation (i.e. permit duplex in lieu of single family home)
- Zone for cluster housing in rural residential areas (small nodes of single family dwellings/low density attached housing on large rural parcels)
- Permit cottage housing (i.e. measure density by floor space ratio rather than number of dwellings)
- Zone for mixed commercial/residential developments

Since 2003 there have been a number of forums and studies focused on affordable housing:

- 2008 - Islands Trust Housing Needs Assessment - Phase I, prepared by JG Consulting Services Ltd.
- 2009 - Islands Trust Housing Needs Assessment - A step towards a comprehensive affordable housing strategy for Salt Spring presented by JG Consulting Services Ltd. with assistance from Judi Stevenson, Minerva Research & Communications
- 2011 - Salt Spring Island Community Affordability Housing Strategy – Background and Draft Action Plan prepared by JG Consulting Services Ltd.
- 2015 - Salt Spring Island Affordable Housing Needs Assessment prepare for iWays, Salt Spring Foundation and the Salt Spring Island Housing Society.
- 2016 - Islands Trust held a Community Housing Forum (June 13, 2016)
- 2016 - Gary Holman, MLA, hosted forum
- 2016 – Centre for Child Honouring’s Community Assessment – Children’s Health Prospective
- 2017 - Gary Holman, MLA, hosted forum

#### CEDC 2017 Survey

In May, and continuing in June 2017, the Commissioner Laura Patrick conducted a high-level survey of 21 island employers. A survey is detailed in Appendix B. Employers were asked “**How has the affordability/availability of housing affected your ability to recruit and retain employees?**” The island employers reported 48% as having a **Significant** impact, 43% said **Moderate** and 9% said **Not at All**. The island employers were also asked “**Has the affordability/availability of housing issue impacted your business?**” and 38% reported as

having a **Significant** impact, 28% said **Moderate**, 29% said **Not at All** and 5% said **Don't Know**. From this survey, the CEDC learned that businesses and service providers are experiencing direct impacts, for example, reduced hours of operations, reduced or eliminated service options, and increased operations costs. The CEDC also learned that:

- Island Employers are passionate about their employees;
- This housing issue is urgent and appears to be worsening;
- The availability/affordability of housing is impacting both seasonal and permanent workers and to a greater extent families; and
- A full spectrum of housing solutions is required.

Several preliminary CEDC actions were identified in the May 2017 CEDC public meeting, including:

- a) Continue to collect data to quantify the housing affordability/availability impact on the island's economy.
- b) Lead a dialogue on the housing affordability/availability impact on island businesses by bringing together business owners and service providers, Chamber of Commerce, island organizations with housing mandates/interest, and island government representatives to discuss the current and anticipated future impact on island businesses and to identify improvements.
- c) Engage tourism sector to determine the housing affordability/availability impacts on tourism, including the direct impacts on marketing the island as a destination.
- d) Identify which organizations are driving the current housing affordability/availability conversation and determine *if and how* the CEDC can change the focus of this conversation and provide urgency to move towards more progressive housing related policies.

#### [October 30, 2017 Workforce Housing Roundtable](#)

Acting on the recommendation that the CEDC lead a dialogue on the housing affordability/availability impact on island businesses by bringing together business owners and service providers, Chamber of Commerce, island organizations with housing mandates/interest, and island government representatives to discuss the current and anticipated future impact on island businesses and to identify improvements. In the September 2017 CEDC public meeting, a recommendation made by Commissioner Laura Patrick's was passed as a motion that CEDC cohost a roundtable designed to bring all parties with mandates and interests together to:

- identify existing and perceived impediments to solving housing affordability/availability issue;
- clarify, define, and document the roles and responsibilities of accountable organizations with a goal to achieve a cohesive voice for advocating action; and
- identify actionable next steps.

For this important community advocacy role, three organizations co-hosted the roundtable on workforce housing:

### **CEDC**

The Salt Spring Island Community Economic Development Commission (CEDC) was established by the Capital Regional District (CRD) with a mandate to: Develop and promote an economic strategy for the island; preserve and strengthen existing businesses and attract new business; and, develop and implement economic development initiatives, in collaboration with other public, private and not-for-profit organizations.

This housing issue fits within Priority 6 in the CEDC’s Action Plan - “Toward a More Resilient Salt Spring”. Through community dialogue and advocacy, such as a roundtable, the CEDC can help motivate the agencies/organizations with housing mandates to take greater action toward ensuring a balance in housing on Salt Spring, a critical foundation of a healthy community.

### **Salt Spring Island Housing Council**

The mandate of the Salt Spring Island Housing Council is to coordinate and oversee implementation of the Community Affordable Housing Strategy (CAHS). One of their roles is to facilitate partnerships with community members and organizations to create affordable housing, building capacity in the non-profits housing sector and providing education and awareness in the broader community.

### **The Salt Spring Island Chamber of Commerce**

Salt Spring Island Chamber of Commerce (Chamber of Commerce), a not-for-profit organization who represents over 300 business owners and individuals, seeks to create and maintain a prosperous environment for business and industry, while protecting and enhancing the island’s sustainability and improving its economic viability.

## World Café Methodology

The roundtable was designed following the World Café. This style encourages each person to contribute by:

- Being respectful
- Suspending judgment/assumptions
- One person speaking at a time; not interrupting
- Remembering the ‘talking stick’

A table host probed the participants and recorded themes and actions. The host linked and connected themes while retaining a common focus on core table question.

Seven questions that mattered were developed through a process of dialog and feedback. Each table had a specific question and participants had the opportunity to contribute to three conversations. The questions that mattered were:

- What local grassroots innovations could be explored for meeting workforce housing needs?
- What are the specific resources, expertise and tools available to help develop workforce housing solutions through the CRD, Islands Trust, provincial government, and others?
- How do we balance the needs of workforce housing along with short term vacation rentals?
- To thrive and sustain our community, how do we get to a living wage and regional wage equity for all workers?
- How do we create balance for water sustainability and our housing needs?
- In what ways can employers attract and retain young workers and professionals (20-30 years old)?
- What are the unique challenges and possibilities for housing of agricultural workers?

## Identified Actions and Themes

The conversations and table reporting generated rich dialog. While conversations at each table were confined to the questions above, there were similar actions and themes that emerged.

### **Theme: An island based organization needs to champion housing issues.**

- Develop a housing authority – for example, CRD housing corporation with SSI branch, focused, funded, consistent
- Develop a working group to continue seeking actions to develop/support workforce housing
- Develop a housing registry for SSI – matching needs to available
- Develop a SSI building code
- Identify workforce housing best practices from other communities and countries
- How to raise awareness of impact housing has on our community, workers and businesses
- Unique island needs/culture – innovation for our community

**Theme: Water is an impediment to more housing, but there are opportunities to overcome it.**

- Coordinate efforts on dealing with water – policies, management, island wide systems (one commission related to water)
- Create an island water sustainability act – groups (e.g., CRD, NSSWD) working together with focus on water – planning process with a plan that informs all operations
- Create a SSI watershed protection authority
- Explore opportunities for multiple uses Ganges Sewer treatment output to reduce impact on potable water systems (allowing more water to be available to housing projects)
- Make it easier for people to have rainwater harvesting approved as a water source to allow suites and cottages on properties concerned by the NSSWW Moratorium. Convene the concerned bodies (CRD, NSSWW, LTC, Province, Island Health) to discuss impediments
- Regarding the installation of water collection tanks, the Trust and the CRD should initiate a policy to allow, for example, common engineered plans everyone could use to lower the cost both for pads and inside house systems, and maybe clear rules about tanks located in non-threatening areas be able to be placed on solid gravel bases. This could be applied through a system known as alternative solution proposals.
- Educate islanders on water use and conservation
- Provide funding/assistance for water collection systems
- Develop water centric planning, zoning and development
- LTC, CRD, NSSWD work together to develop water regulations (related to building)
- Water storage and distribution is the problem – not a shortage
- What is the impact on water table from increased groundwater dependence for development
- Develop a water capacity map

**Theme: Housing farm workers poses its own unique challenges and opportunities.**

- Land use bylaws – how to improve them to work better for agricultural units
- Determine how to work better with land use bylaws to develop agricultural housing units
- Consider bunk houses with shared facilities for seasonal agricultural workers – daily water use is probably lower with this model
- Coordinate advocacy for housing agricultural workers
- Regulations can be daunting for farmers
- The ALC needs to be rationalized to recognize the need for seasonal housing needs

**Theme: The island has little to no critical data to help assess and understand issues**

- Determine a living wage for SSI
- Determine how SSI wages compare to the region

- Redirect tourism marketing money to study workforce housing needs/impacts related to the tourism industry
- We urgently require DATA (e.g., need, rental stock, coming rental stock) – who can or should collect this data?
- Underground cash economy – difficult to track and consider in living wage
- What is the relationship of wages to housing costs
- Improve the sharing of information/data

**Theme: Other economic, taxation or legal opportunities to consider**

- Pursue clean growth business development
- Wages should be increased to support specific jobs
- Provide motivations/incentives for businesses to develop workforce housing
- Consider differential pricing –visitors pay more or a resident discount
- The Provincial Government should consider guaranteed income
- Develop a community investment fund
- Review the Official Community Plan (OCP) – shift planning for density be “water centric”

**Theme: Existing housing stock is used as STVR, underutilized or sub-standard**

- Convert vacant commercial units to housing
- Make existing housing stock available (empty, poorly used, substandard)
- Develop regulations for STVR – and require business license
- Make secondary suites and seasonal cottages legal to house year-round
- How to deal with empty and poor standard housing (existing stock)
- How do we balance workforce housing needs with STVR
- Recognize it is homeowner’s choice
- Look at issue differently for home based B&B vs commercial venture STVR
- Expand public transportation

**Theme: Purpose built rental housing and other affordable housing development is needed on the island.**

- Create purpose built rental housing
- Floating homes should be considered as option for housing
- Increase density in Ganges core
- Consider eco hamlets as options for housing
- Smaller housing options encourage/supported
- A continuum of housing needs is required as needs are different for your workers versus mature workers and families (dorms, suites, apartments, tiny homes, houses)
- The island needs more area zoned to allow for density
- Single family housing focused – need more options for younger workers- dorm, studio, apartments

**“Substandard housing – how is this even acceptable!”**

- Land – building block for housing – how do we look at land use, stewardship, trust – use of land and density
- Update the building codes to recognize new sustainability methods, e.g., water use

## Next Steps

It is clear housing is a priority and within the mandate of our island’s governing entities:

- Island’s Trust has a goal to sustain healthy communities<sup>1</sup>
- CRD has housing as a strategic priority<sup>2</sup>

The Official Community Plan has a housing relevant Community Objective (A.4.4.4):

*To preserve and protect human diversity in our community by ensuring that the island's people are accommodated by a broad spectrum of appropriate and accessible housing and facilities, transportation choices, service opportunities and choices of livelihood, with a local focus to minimize transportation needs.*

Housing is receiving attention and progress is being made with a number of affordable housing developments. However, so much more needs to happen to sustain a healthy island community. To begin with, we need to pick up where this round table discussion ended, in particular address the theme: **An island based organization needs to champion housing issues.**

With the impact of the housing shortage growing stronger every day, time is of the essence. Immediate action must be taken to convene a working group consisting of decision makers from various government and non-government organizations to develop a plan that will coordinate efforts to champion island housing issues. An important task for this working group is to explore sustainable funding options. The invitation to participate in this organizing meeting will include, but not be limited to, the following organizations: Islands Trust, CRD, Chamber of Commerce, Island Health, organizations with current affordable housing projects, and major employers. The organizers of the October 30, 2017 worker housing roundtable will take the lead in planning an initial meeting of a working group.

This working group can explore options, for example, developing a new organization similar to Salt Spring Island Water Protection Alliance (SSIWPA) or updating and restoring an existing one – Salt Spring Island Housing Council Society.

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<sup>1</sup> <http://www.islandstrust.bc.ca/trust-council/governance/policy-statement/>

<sup>2</sup> [https://www.crd.bc.ca/docs/default-source/corporate-communications-pdf/stratplantable-final.pdf?sfvrsn=38ad4dca\\_2](https://www.crd.bc.ca/docs/default-source/corporate-communications-pdf/stratplantable-final.pdf?sfvrsn=38ad4dca_2)

## Appendix A

### October 30, 2017 Roundtable Participants

Name	Organization	Email
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**APPENDIX B**  
**2017 CEDC Employer Housing Survey**

In May, and continuing in June 2017, the Commissioner Laura Patrick conducted a high-level survey of 21 island employers asking:

1. *How has the affordability/availability of housing affected your ability to recruit and retain employees?*
2. *Has the affordability/availability of housing issue impacted your business?*
3. *What actions have you tried to alleviate impacts on your business?*
4. *What do you believe are the solutions to the housing issue?*

The following is a summary of the survey results that were presented in the May 2017 CEDC public meeting.

***How has the affordability/availability of housing affected your ability to recruit and retain employees?***

The island employers reported 48% as having a **Significant** impact, 43% said **Moderate** and 9% said **Not at All**. Asked to give examples, the employers reported:

- A. Employees are leaving the island
  - *Cannot find rental housing, particularly harder for families*
  - *Frequently forced to move (landlord selling, or using for short term rental)*
  - *Cannot find or cannot afford to purchase a house*
  - *Find ferry commute exhaustive and expensive*
- B. Employees living in poor housing conditions with inadequate hygiene facilities
- C. Dramatically fewer on-island job applicants

***Has the affordability/availability of housing issue impacted your business?***

The island employers reported 38% as having a **Significant** impact, 28% said **Moderate**, 29% said **Not at All** and 5% said **Don't Know**. Asked to give examples, the employers reported:

- A. Increased cost of retaining and recruiting employees
  - *Recruiting staff from off island*
  - *Paying for or sharing transportation costs*
  - *Paying for hotel or short term rental stays*

- *Paying higher wages*
- *Paying relocation costs*
- *Taking a seasonal loss by keeping staff year-round regardless of need*

B. Decreased revenue

- *Customers shopping or sourcing products/services off island*
- *Temporarily or permanently suspending specialized services*
- *Decreased service areas and service options*
- *Decrease in quality of service provided*
- *Reduced hours of operation*

C. Negative effect on long-term planning

- *Resorting to short term and rotational specialized positions*

***What actions have you tried to alleviate impacts on your business?***

- A. Providing employees laundry and hygiene facilities
- B. Helping employees find housing
- C. Building employer brand status to attract off island employees
- D. Providing housing (some businesses report covering the cost and some are guaranteeing rental housing)
  - *Short term*
  - *Permanent*
- E. Maintaining permanent year-round staff
- F. Providing incentives (e.g., retention bonuses)

***What do you believe are the solutions to the housing issue?***

- A. Provide public hygiene and laundry facilities
- B. Identify and overcome current regulatory and government impediments to developing affordable housing options
  - *Develop a system to fast track housing projects*

C. Increase the range, availability, and quality of housing options for all income levels

- *Legal suites*
- *Apartments*
- *Townhouse/condo*
- *Single – family*

D. Make use of existing abandoned properties (e.g., Crofton Road)

E. Review and address barriers to renting existing vacant housing

F. Understand impact of short term vacation rentals and take regulatory action

- *Tax short term rentals*

The following employers participated in the survey, to date:

#### Restaurants

- Salt Spring Inn
- Tree House Café
- Moby's Pub
- Kazakoff Establishments

#### Health Services

- Lady Minto Hospital
- Heritage Place
- King's Lane Medical Centre
- Greenwoods Eldercare Society

#### Agriculture

- Duck Creek Farm

#### Construction

- Green City Builders

#### Financial Services

- CIBC
- Island Savings

#### Tourism Services

- Hastings House

## Retail

- Pharmasave
- Home Hardware
- Thrifty Foods
- Country Grocer

## Community/Government Services

- School District 64
- Capital Regional District (CRD)
- North Salt Spring Waterworks District

**Salt Spring Island OCP Quotes on Housing:**

A.4.4.1 To ensure that our community continues to function as an **authentic, resident-centred community** in the face of internal and external pressures to change and grow; to ensure that growth, including the growth of tourism, is managed in a way that does not displace or detract from our community's important function as a **home for its residents**.

A.4.4.3 To recognize the strength and exceptional value of the **community's diverse human population - a population characterized by people of many ages and backgrounds** who, through choice or circumstance, have a rich variety of lifestyles and livelihoods. To recognize the very real, if intangible, loss that is felt in the community when this diversity is diminished by external pressures and changes.

A.4.4.4 **To preserve and protect human diversity in our community by ensuring that the island's people are accommodated by a broad spectrum of appropriate and accessible housing and facilities,** transportation choices, service opportunities and choices of livelihood, with a local focus to minimize transportation needs.

A.4.4.6 **To ensure the continued development of land use opportunities for non-traditional residential settlement. Opportunities that are based on the communal stewardship of land, conservation of resources and alternative forms of infrastructure are of special importance.**

Salt Spring Island Local Trust Area

Excerpts from Salt Spring Island’s OCP:  
Compiled in 2019 “Baseline report, affordable housing in the Islands Trust area”

Salt Spring Island Official Community Plan Bylaw 434:

RESIDENTIAL LAND USE OBJECTIVES AND POLICIES

Policy: B.2.1.2.1 Zoning changes should be avoided if they would likely result in a larger island population than is expected under the development potential zoned in 2008. **Exceptions** to this policy are to be few and minor and **only to achieve affordable housing and other objectives of this Plan.**

B.2.4 Residential Neighbourhoods Designation

Policy B.2.4.2.2 Zones within the Residential Neighbourhoods Designation will continue to accommodate the medium density residential uses and the other compatible land uses allowed in the existing bylaw. Existing commercial, industrial and multi-family zones will also remain, but zoning changes should not be made to locate more of these zones on additional lands in this Designation, **with the exception of multiple-family affordable housing projects.**

B.2.5 Rural Neighbourhoods Designation

Policy B.2.5.2.5 Despite the minimum lot sizes indicated in Policy B.2.5.2.3, the Local Trust Committee could consider a rezoning application from a property owner to develop **a new hamlet or village site** in this Designation, as outlined in Policy B.2.3.2.2 or **to allow an affordable family-oriented housing development** as outlined in Policy B.2.2.2.18.

### B.3.3 Industrial and Commercial Services

Objective B.3.3.1.5 **To allow for the development of affordable homes in combination with industrial land uses.**

### B.5.1 General Village Land Use Objectives and Policies

Policy B.5.1.2.2 Zoning in Village Designations will continue to allow the mix of commercial, institutional, cultural, and multi-family land uses that are currently allowed. Commercial zoning should be simplified with fewer zones and a broader range of uses allowed in each. The maximum residential density allowed on any single property will remain at 37 units per ha. **However, where a multifamily development is comprised of special needs housing or affordable seniors' supportive housing,** the density of development may exceed 37 units per ha, provided it does not exceed a floor space ratio of 0.6, a site coverage of 33 percent, a maximum of two storeys and a maximum of 50 units in any one development.

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### B.5.2 Ganges Village Designation

Policy B.5.2.2.3 The Local Trust Committee **should consider rezoning applications that would allow the addition of some affordable and special needs housing in the Ganges Village Designation,** as outlined in Section B.2.2.2.

### B.5.3 Fulford Village Designation

Policy B.5.3.2.5 Pending the completion of a comprehensive local area plan for Fulford Village, the Local Trust Committee should **only consider rezoning applications that would allow the addition of some affordable and special needs housing in the Fulford Village Designation,** as outlined in Policy B.2.2.2.18.

### B.5.4 Channel Ridge Village Designation

Policy B.5.4.2.3 The Local Trust Committee **should consider rezoning applications that would allow the addition of some affordable and special needs housing in the Channel Ridge Village Designation,** as outlined in Policy B.2.2.2.17.

### Seasonal Cottages

B.2.2.2.16 Seasonal cottages should continue to be allowed wherever they are allowed by current zoning. The Local Trust Committee may also consider amending the Land Use Bylaw **to allow the use of seasonal cottages as full time affordable rental housing units in certain areas.** In order to encourage housing for families, the Land Use Bylaw may be amended to permit cottages with a maximum floor area of 90 m<sup>2</sup> on lots 2 hectares or larger in area, while retaining the existing floor area limits on cottages on lots between 1.2 hectares and 2 hectares in area. Any amendment to zoning to allow cottages to be used as full time residences should address the following criteria:

- a) Full time residence of cottages should only be allowed in areas with an adequate supply of potable water.
- b) Full time residence of cottages should not be allowed in areas that are community water system supply watersheds or in community well capture zones.

- c) New construction of cottages for full time residence should be not allowed in areas containing sensitive ecosystems or areas that are hazardous for development.
- d) The use of cottages will not be for short-term rental in accordance with the Land Use Bylaw.
- e) Building safety and waste disposal issues are addressed through compliance with the B.C. Building Code and applicable health standards.
- f) The Local Trust Committee will consider the use of housing agreements and other measures to ensure that cottages are affordable and to address occupancy.
- g) The Local Trust Committee will work with the Capital Regional Housing Corporation on the administration of housing agreements in order to implement this policy.
- h) The Local Trust Committee should co-ordinate implementation of zoning changes with Capital Regional District Building Inspection and the Vancouver Island Health Authority.
- i) The Local Trust Committee may also consider limits on the location of cottages to minimize dependency on private automobiles.
- j) The Local Trust Committee will make zoning changes incrementally and monitor changes in order to have the effect of limiting the overall number of full-time units on the island.**

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**k) The Local Trust Committee will consider an annual registration system in order to remain informed about the number and location of occupied cottages.**

Other OCP Policies and Objectives related to affordable housing:

Affordable, rental and special needs housing

OBJECTIVES

B.2.2.1.1 To provide opportunities for the creation of affordable, rental and special needs housing.

B.2.2.1.2 To integrate affordable, rental and special needs housing into appropriate residential areas where community services are most accessible.

B.2.2.1.3 To provide, through zoning, the opportunity for island seniors to remain in the community, especially in their own or their families' homes.

B.2.2.1.4 To recognize the value of maintaining existing manufactured home parks as an important source of housing within the community.

B.2.2.1.5 To co-operate with senior governments, the Capital Regional District, housing industry, funding sources and community organisations to provide affordable, rental and special needs housing on Salt Spring Island.

B.2.2.2 POLICIES

B.2.2.2.1 The Local Trust Committee will initiate a Housing Needs Assessment, to be updated regularly and on the basis of which the Local Trust Committee **may establish priorities for consideration of affordable housing applications.**

**B.2.2.2.2 The Local Trust Committee, in co-operation with the Capital Regional District and the community, should work to establish a target level for the percentage of rented and owned affordable housing units in the total housing stock, based on projected community housing needs.**

B.2.2.2.3 All rezoning applications for affordable housing projects should include evidence of:

- a) need for the housing.
- b) an adequate water supply for potability and for fire protection.
- c) means of sewage disposal.
- d) **energy and water efficient building design.**
- e) not degrading a sensitive ecosystem.
- f) not being sited in an area subject to hazardous conditions.

Amenity Zoning

**B.2.2.2.5 Land for affordable housing is an eligible community amenity, which could be exchanged for a higher density of development as outlined in Appendix 3.**

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Inclusionary Zoning

B.2.2.2.6 When the Local Trust Committee is considering a rezoning application involving a significant increase in residential density the Local Trust Committee **should require that the application include provision of affordable housing.**

B.2.2.2.7 The Local Trust Committee may consider amending zoning to require that **on-site staff accommodation be provided for larger new commercial developments.**

**B.2.2.2.8 Zoning could be changed to allow small, affordable homes to be located above commercial buildings in villages. Existing zoning (that only allows two storeys) could be relaxed to allow such homes to occupy a third storey, provided that impacts on view corridors are taken into account.**

B.2.2.2.9 Where a lot has subdivision potential, the Local Trust Committee should consider rezoning applications that would allow the property owner to build (without subdividing) the same number of single family dwellings on the lot as could be built after subdivision. Such shared residential rezoning applications should be consistent with the guidelines in H.2.1 of Appendix 2.

#### **Flexible Housing Units**

**B.2.2.2.10 In zones where single family dwellings are presently allowed, the Local Trust Committee should consider changing local zoning to also allow (as an alternative to a single family dwelling), a flexible unit dwelling that:**

- a) has a maximum of two storeys, and
- b) has a maximum floor area, and
- c) **could contain between one and three dwelling units**, depending on the needs and wishes of the property owner.

Flexible unit dwellings should only be allowed **on lots larger than 1.2 ha or on smaller lots in village areas**. If zoning is changed to allow flexible unit dwellings, design guidelines and zoning regulations should be developed to ensure the dwellings fit into single-family neighbourhoods



B.2.2.2.11 If flexible unit dwellings are allowed, they should be allowed in only a few zones on a trial basis to find out if they do supply needed housing without having a negative effect on neighbouring properties. Flexible unit dwellings should not be allowed in zones within the Watershed-Islet Residential Designation **unless they are shown not to increase population or sewage generation over that expected in single family dwellings.**

B.2.2.2.12 **Flexible unit dwellings could also be allowed in zones in the Industrial and Commercial Services** Land Use Designation, where a property is primarily used for industrial and commercial services purposes.

B.2.2.2.13 If flexible unit dwellings are allowed, they should not be converted into separate strata-titled dwelling units.

### **Boarding Houses**

B.2.2.2.14 **Boarding houses, single family dwellings where rooms are available for on-going residential occupancy, should be allowed to operate as home based businesses in all zones where single family dwellings are allowed.**

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### Multi-Family Dwellings

B.2.2.2.17 Applications for strata conversion (strata titling) of existing multi-family dwellings that contain more than three units should be considered by the Local Trust Committee, especially if such a conversion is expected to increase the community's supply of affordable owned housing. The Local Trust Committee should not approve strata conversions that would replace affordable rental housing with non-affordable owned housing.

B.2.2.2.18 **Preference should be given** to rezoning applications for multiple-unit affordable housing projects that:

- a) are based on the **housing needs of existing residents** and are not meant to be mainly marketed to off-island residents;
- b) would provide owned or rental housing, possibly through non-traditional means such as **cohousing, co-operative ownership, sweat equity projects or land trusts;**
- c) would create **durable, and water and energy efficient housing;**
- d) provide walking, transit or cycling links to village services;
- e) provide safe walking, transit, or cycling links to a school, if the project is designed for families;
- f) include appropriate site and building designs, such as those outlined in Development Permit Area 1;
- g) that are in or near island villages, except where the affordable housing would be linked to and support farming.

B.2.2.2.19 The Local Trust Committee should consider **changing the local zoning that applies to multi-family zones so that density is guided by floor space ratios as well as units per hectare. Such changes should be considered to provide more flexibility in the type of dwelling units that can be built.**

### Care Facilities

B.2.2.2.20 Community care facilities will be allowed in zones that permit residential use, as outlined in

the Community Care and Assisted Living Act.

B.2.2.2.21 The Local Trust Committee should consider changing local zoning to allow small care cottages to be temporarily placed alongside single family dwellings to accommodate those who are disabled or require family care. Temporary suites could also be allowed to serve the same purpose. Should the Committee amend zoning in this way, it should first have a system in place that will ensure the suites or cottages will be used as intended. Care cottages should not be permitted on properties where seasonal cottages or flexible unit dwellings are permitted.

**B.2.2.2.22 The Local Trust Committee could consider other innovative strategies that would increase the community's supply of affordable housing, including, but not limited to, consideration of rezoning applications that would permit additional dwellings where the floor area of the dwellings is limited, energy and water efficient design is implemented, and sensitive ecosystems are protected.**

Others are encouraged to support the objectives of this Section in the following ways:

**B.2.2.2.23 The Local Trust Committee encourages and supports other levels of government and non-profit groups to work towards the establishment of a Housing Agency on Salt Spring Island.**

B.2.2.2.24 Local service clubs, non-profit organizations and others that provide affordable, rental and special needs housing are encouraged to develop projects in keeping with the policies in this Section. Such groups are particularly encouraged to explore the potential for **supplying a community pool of care cottages.**

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B.2.2.2.25 The Local Trust Committee will support the establishment and work of **non-profit community land trusts** and other organisations for the acquisition of land for, and construction and management of, affordable housing units.

### H.3.2 Eligible Community Amenities

H.3.2.1 The Local Trust Committee could consider Amenity Zoning applications that would provide the following eligible community amenities:

...b. land for, or construction of, affordable or special needs housing.

The Salt Spring Island Land Use Bylaw 355 has a number of zones to accommodate specific affordable housing developments (note only an excerpt of the regulations are provided. Please refer to the LUB).

Zone Variation – R1 (a) [Murakami Gardens – .57 acre property]

(2) Despite all other regulations of this bylaw, the only principal use permitted within lands zoned R1(a) is not more than 27 multi-family, affordable housing dwelling units;

Zone Variation – R6(c) [Norton Road – 11 acre property]

(19) Despite Section 9.9.1 – Permitted Uses of Land, Buildings and Structures - of this bylaw, the only principal uses permitted within lands zoned

R6(c) are:

(a) not more than 26 affordable housing dwelling units which may be single or two-family dwellings;

Zone Variation – R(m) – [Land Bank Society – 7.77 acre property]

(15) Despite Section 9.10.1 of this bylaw, the only principal uses permitted within lands zoned R(m) are:

(a) Affordable housing dwelling units.

(16) In addition to the regulations of Section 9.10.2, on lands zoned R(m) the following regulations apply:

(a) The maximum number of affordable dwelling units is 10.

(b) Multifamily buildings shall not contain more than six (6) affordable housing dwelling units.

(c) The maximum number of dwelling units per lot, including single-family dwelling, affordable housing dwelling units and seasonal cottages is 10.

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## SECONDARY SUITES

The Salt Spring Island LUB permits secondary suites in some areas of the island along the public transit routes, and avoids water sensitive areas and lands services by small scale water districts:

3.15.2 A dwelling unit is permitted to contain a secondary suite provided that:

- 1) the dwelling unit or the secondary suite is occupied by the owner of the dwelling; or
- 2) the dwelling unit or the secondary suite is occupied by a person other than the owner who has responsibility for managing the property, including dealing with complaints of neighbours arising from the occupancy of the property.

3.15.3 - There is a maximum of one secondary suite permitted per lot.

3.15.4 - A secondary suite must be contained within the walls of the building that contains the principal dwelling unit.

3.15.5 - The entrance to a secondary suite from the exterior of the building must be separate from the entrance to the principal dwelling unit.

3.15.6 - The maximum floor area for a secondary suite is 90m<sup>2</sup> (968 ft<sup>2</sup>).

3.15.7 - A secondary suite must not be subdivided from the principal dwelling unit under the Land Title Act or the Strata Property Act.

3.15.8 - Where a lot is supplied by groundwater, a building containing a secondary suite must have sufficient available groundwater.

3.15.9 - **Where a secondary suite is supplied by rainwater collection, the rainwater system must be capable of supplying the suite with a sufficient quantity of potable water.**

3.15.10 - Where water is to be supplied to a secondary suite by a combination of sources, a written plan for the supply of water is to be provided that demonstrates an adequate supply of potable water.

3.15.11 - Where water is supplied to a secondary suite by a community water system, the operator of the community water system must provide written confirmation that it has sufficient capacity to supply the secondary suite.

3.15.12 - Where water is to be supplied from a surface water body, a water license, issued or amended after November 30, 1994, must permit the withdrawal of the required amount of water.

#### SEASONAL COTTAGES

The Salt Spring Island LUB permits seasonal cottages in some zones, on lots 1.2 ha (3 acres) or larger. Under the bylaw, the cottages cannot be used for residential housing:

3.14.1 - Unless otherwise specified, no seasonal cottage may be constructed or occupied on a lot less than 1.2 ha in area.

3.14.2 - The maximum floor area of a seasonal cottage is 56 square metres.

3.14.3 - A seasonal cottage is to be physically detached from any other building or structure, and may not be constructed or occupied on any lot occupied by two or more other dwelling units.

3.14.4 - A seasonal cottage, including any stairs, decks or porches or other structures that are attached to the cottage or that function as part of the cottage, is not to be located within 6 m of any other building on a lot.

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3.14.5 - A seasonal cottage may not have a basement, or a garage or carport that is physically attached or functions as part of the seasonal cottage.

3.14.6 - A seasonal cottage may only be used for temporary occupation by a person or persons having a permanent residence elsewhere and using the cottage for recreational or vacation purposes. A seasonal cottage may be used as part of a bed and breakfast home-based business as set out in

Subsection 3.13.8, but is not to be used as a separate commercial guest accommodation unit that is not operated as a home-based business.

3.14.9 - A seasonal cottage may be a mobile home or a manufactured home.