



AGENDA

SALT SPRING ISLAND HOUSING ACTION PROGRAM TASK FORCE

Date: Wednesday, February 16, 2022
Time: 5:00 PM
Location: Salt Spring Island Baptist Church - Lower Hall, 520 Lower Ganges Road

- | | |
|---|----------------------|
| 1. AGENDA | 10:00 - 10:05 |
| 1.1. Approval of Agenda | |
| 2. MINUTES OF PREVIOUS MEETINGS | 10:05 – 10:10 |
| 2.1. Draft minutes of the February 3, 2022 – HAPTF Meeting – For adoption | Page 2 |
| 3. ADMINISTRATIVE UPDATE | 10:40 – 11:25 |
| 3.1. Housing Action Program Task Force Resolutions – For Information | Page 6 |
| 4. OTHER BUSINESS | 11:25 – 12:00 |
| 4.1. Updates to LTC through Chair’s monthly reporting | |
| 4.2. Solutions Matrix v.2 update | Page 11 |
| 4.3. Suites bylaw update staff report to LTC | Page 17 |
| 4.4. Tiny Home project update – Maikan | |
| 4.5. ALR housing bylaw – Freyja | Page 38 |
| 5. ADJOURNMENT | |



Salt Spring Island Housing Action Program Task Force Meeting Minutes

Date: Thursday, February 3, 2022

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

Members Present: Rhonan Heitzmann, Chair
Maïkan Bordeleau
Stanley Shapiro
Daniel Wood
Bryce Chapman
Yvonne Saunders
Frejya Skye

Absent: None

Regrets: Kerrie Proulx, Vice Chair
Nejmah Guermoudi
Jessica Terezakis

Staff Present: Stefan Cermak, Regional Planning Manager
Louisa Garbo, Island Planner (by phone)
Geordie Gordon, Planner 2
Rob Pingle, Recorder

Others Present: Laura Patrick, Islands Trust Salt Spring Island Trustee

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

The meeting was called to order at 10:03 AM Chair Heitzmann welcomed the task force members and acknowledged the meeting is being held in Coast Salish First Nations treaty and traditional territory.

1. CALL TO ORDER

1.1 Approval of Agenda

The following items we suggested for inclusion:

- 4.2 Tiny Home Update
- 4.3 Meeting Logistics

It was MOVED and SECONDED,
That the agenda be adopted as amended.

CARRIED

DRAFT

1

2. MINUTES OF PREVIOUS MEETINGS

2.1 Approval of Draft Minutes for December 15, 2021

It was **MOVED** and **SECONDED**,

That the minutes of the December 15, 2021 Housing Action Program Task Force meeting be adopted.

CARRIED

3. ADMINISTRATIVE UPDATE

3.1 Housing Action Program Task Force Resolutions

There was conversation regarding the wording for resolution 7.

3.2 Conversation with RPM

RPM Cermak introduced himself.

There was discussion about the current communication practice of the members of the Task Force.

- It was noted that when members make public statements they are providing them as individuals not for the Task Force as a whole.
- It was noted that members are also tasked with fact finding and this requires communication.
- It was noted that members are to be good listeners.
- There was discussion about the ability for the Task Force to educate the public about the rationale behind their ideas through public communication.
- There was discussion about the ability for the Task Force members to respond to comments in the public sphere that are deemed inaccurate.
- It was suggested that responses to issues such as this should be directed through the Chair and to the locally elected officials.
- There was discussion about the process for ensuring a quick resolution of issues raised by the Task Force members. The legislative procedure for passing new Bylaws within the Trust area was described.

There was discussion about the about the Secondary Suites Bylaw being created.

- It was discussed how it can avoid the issues that the Bylaw No. 512 (Affordable Rental Housing—Cottages Project) experienced.
- It was described that Bylaw No. 512 was changed after a legal review showed the original was in contravention of the Official Community Plan (OCP).
- A member asked which part of the OCP caused the issue. It was explained that the OCP must be taken as a whole.
- There was discussion about the location of secondary suites in accessory buildings.

- There was discussion about the work being done to update the OCP through early and ongoing discussions with First Nations so that an amendment can be made to consider allowing secondary suites in accessory buildings.
- There was discussion if a cap was made on the creation of accessory buildings as secondary suites per year, would that avoid a need to change the OCP. It was noted that previous legal opinion and limitations on the administrative function of the Trust make this difficult.
- There was discussion about the use of tiny homes and it was noted that property owners with tiny homes on wheels can apply for a Temporary Use Permit to allow them as dwellings in most zones.
- There was discussion about the creation of mapping for the Secondary Suite Bylaw to provide better numbers of the dwellings that will be created.
- There was discussion about the number of First Nations that need to be consulted on the OCP process.
- There was discussion about the possibility to increase the number of multi-family dwellings on the island. It was noted that water and sewer was the main factor holding back projects like these.
- There was discussion about the creation of eco-villages. It was noted that the LTC has addressed many rezoning applications to create a variety of multi-family dwellings of all styles.
- There was a recognition that the process driven structure of the Trust has its benefits.
- There was discussion about how a secondary suite within a primary dwelling is not considered an increase to density, but a suite in an accessory building is - and this is where the OCP would need an amendment.
- There was discussion about the timeline for the OCP amendment and the pros and cons of having more than one issue addressed in the amendment.

3.3 LTC's resolution SS 2021-160

It was requested that members consider this resolution.

3.4 OCP review matrix

It was requested that members fill their names on the matrix. There was discussion that all comments of the OCP review should be provided to staff by the end of February.

3.5 Public Engagement process

Due to time constraints this items was not discussed. But staff mentioned that the webpage update is in progress to include OCP information and that the Task Force should start thinking about planning for the Open House.

4. OTHER BUSINESS

4.1 Updates to LTC through Chair's monthly reporting

Staff explained that it will be a standing item on future agenda for the group as a whole to offer input on what the Chair could report to the LTC.

4.2 Tiny Home Update

There was a comment that this process is nearing completion.

4.3 Meeting Logistics

Due to time constraints this items was not addressed.

5. ADJOURNMENT

The meeting was adjourned at 12:06 PM.

Rhonan Heitzmann, Chair

CERTIFIED CORRECT:

Rob Pingle, Recorder

DRAFT

Housing Action Program Task Force Resolutions

Number	Meeting Date	Resolution	Work Flow	Date Completed
23	15-Dec-21	By general consent , staff are requested to provide the list of applicants who have applied to the Housing Action Planning Task Force.	For privacy reasons staff cannot provide this information.	3-Feb-22
22	2-Dec-21	It was MOVED and SECONDED , That the Housing Action Program Task Force appoint Member Bordeleau to research the obstacles to approving tiny homes as lawful dwellings.	Member to report as required	Ongoing
21	2-Dec-21	By general consent , the Draft Bylaw No. 527 – Fees Bylaw - Staff Memorandum was accepted for information and would be kept in mind when the Task Force reviews the Official Community Plan.	Members to act as necessary	Ongoing
20	17-Nov-21	By general consent , the Housing Action Program Task Force agreed to email feedback regarding the public engagement plan including red flags and suggestions to Planner Garbo and that the Task Force would prefer to not to take up more in person meeting time.	Members to act as necessary	Ongoing
19	17-Nov-21	By general consent , the Housing Action Program Task Force agreed Chair Heitzmann would talk to RPM Cermak and Planner Garbo regarding the consensus of the Task Force is that the draft public engagement plan is too complex and the Task Force would prefer to simplify the plan and encourage staff to lean on community groups for public engagement. The Task Force request staff to provide clarity on communication channels the Task Force can use.	Complete	3-Feb-22
18	17-Nov-21	By general consent , the Housing Action Program Task Force agreed to invite RPM Cermak to attend the next meeting to discuss implementation of accessory dwelling units and impacts to staff workload.	RPM Cermak to attend a meeting in 2022	3-Feb-22

Housing Action Program Task Force Resolutions

Number	Meeting Date	Resolution	Work Flow	Date Completed
17	17-Nov-21	By general consent , the Housing Action Program Task Force agreed that Member Chapman, Member Proulx and Member Terezakis will meet to draft a vision statement that focuses on permitting accessory dwelling units on all areas of Salt Spring Island, to be presented to staff and at the December LTC meeting. The statement could be communicated on various communication channels. Member Bordeleau volunteered to help with economics such as cost and benefit per square foot.	Members to report as required	Ongoing
16	4-Nov-21	That the Housing Action Program Task Force requests staff to start the Coffee with a Planner Program.	Library Meeting room reserved from 1-2:30pm on Jan 6 & 20, Feb 3 & 17, Mar 3 & 17, Apr 7 & 21. Zoom meetings to be scheduled for 2nd and last Thursdays. Meetings to be promoted to the public.	In progress
15	4-Nov-21	That the Housing Action Program Task Force recommend the Salt Spring Local Trust Committee proceed with the proposed Tiny Homes Village Pilot Project.	Staff preparing to refer to agencies and FN for comment on project criteria	In progress
14	7-Oct-21	The Housing Action Program Task Force request staff to follow up on the request to find a more neutral meeting place.	PTA reviewed possibilities and spoke with Task Force about them	20-Oct-21
13	7-Oct-21	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.	The LTC passed a resolution to send this to the Trust Council Financial Planning Committee.	9-Nov-21

Housing Action Program Task Force Resolutions

Number	Meeting Date	Resolution	Work Flow	Date Completed
12	7-Oct-21	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.	LTC addressed the issue at their public meeting	9-Nov-21
11	7-Oct-21	By general consent , the Housing Action Program Task Force request staff to look into the Norton Road property regarding affordable housing potential.	Property has Zone Variation – R6(c) (26) 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 duplexes; (b) one single-family dwelling; (c) non-commercial outdoor active recreation; (d) public service uses.	25-Oct-21
10	7-Oct-21	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.	Members to report as required/ staff recommended to pause until report from UBCM	Ongoing
9	7-Oct-21	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.	Staff provided information to members by email	25-Oct-21

Housing Action Program Task Force Resolutions

Number	Meeting Date	Resolution	Work Flow	Date Completed
8	16-Sep-21	That the Housing Action Program Task Force recommend to the Salt Spring Island Local Trust Committee that the draft Bylaw No. 526 proceed with a recommendation that the LTC explore options to make more agricultural housing available.	Staff to take to LTC at relvant meeting for further bylaw consideration	In progress
7	19-Aug-21	That the Housing Action Program Task Force recommend the Salt Spring Island Local Trust Committee update Secondary Suites Bylaw No 461 as follows: • permit secondary suites in all zoning districts or districts chosen by the Salt Spring Island Local Trust Committee; • allow secondary suites in accessory buildings; • protect water for secondary suites and mandate that an alternative supply must be used where water concerns exist; • update water requirements to align with Island Health regulations for multi family dwellings; and • require a Housing Agreement to specify that the secondary suite is to be used for long-term use.	Staff report to LTC	9-Nov-21
6	19-Aug-21	That the Housing Action Program Task Force recommend the Salt Spring Island Local Trust Committee to direct staff to develop procedures to expedite affordable housing, supportive housing and social housing projects in support of the Salt Spring Island Official Community Plan policy that prioritizes affordable housing rezoning applications.	Staff report to LTC referred to RPC	9-Nov-21
5	19-Aug-21	That the Housing Action Program Task Force recommend the Salt Spring Island Local Trust Committee update the existing standing resolution regarding unlawful dwellings (items a, b, c and d) to be more specific as follows: a. does not meet health and safety regulations; b. sewage is not being disposed of in an approved septic or sewage disposal system; c. septic or sewage disposals are being used in excess of capacity or ability as a result of unlawful dwellings d. there is contamination of wells or other drinking water sources;	Staff report to LTC	9-Nov-21

Housing Action Program Task Force Resolutions

Number	Meeting Date	Resolution	Work Flow	Date Completed
4	19-Aug-21	That the Housing Action Program Task Force recommend the Salt Spring Island Local Trust Committee update the existing standing resolution regarding unlawful dwellings to include until sustainable housing solutions are implemented.	Staff report to LTC	9-Nov-21
3	19-Aug-21	That the Housing Action Program Task Force recommend the Salt Spring Island Local Trust Committee defer enforcement on long term use of commercial and seasonal accommodation.	Staff report to LTC	9-Nov-21
2	19-Aug-21	That the Housing Action Program Task Force accept the volunteer role of Member Guermoudi and Member Terezakis to be the keepers of the Strategic Priorities Matrix document, to integrate ideas and keep the document up to date.	Members to report as required	Ongoing
1	19-Aug-21	That the Housing Action Program Task Force request staff to schedule meetings as follows: The next regular meeting will be held on September 16, 2021. The following regular meetings will be held on the first Thursday of each month at 10:00 a.m. (beginning in October 2021.) A second monthly meeting will be scheduled on the third Wednesday of each month at 5:00 p.m. (beginning October 20, 2021).	PTA to schedule meetings	1-Oct-21

Housing Action Program: Strategic Priorities Matrix

Note to viewer. This table is an updated, cleaned up version of our previous effort. This is still a draft for discussion. The items listed are ideas presented by members and still need to be discussed as a group and do not necessarily represent our consensus.

Recommendation	Priority	Timing	Comments
Values, objectives and vision			
"The action program should have clear goals and objectives, outline tasks and responsibilities, timelines, and performance measures, and must be adaptive			
A Healthy, Sustainable and Diverse community that balances needs of people, environment and economy in a healthy and sustainable way			
Building and living with minimal net impact on the environment			
UPDATE LUB			
Permit seasonal accommodation (hotel, resorts) for long-term use	High	Immediate	recommended
Update secondary Suite bylaw to: -Permit secondary suited in all zoning districts - Allow Secondary suites in accessory buildings - Protect water for Secondary suites- Mandate that where water concerns exist an alternative supply must be used. -Update water requirement to align with Island Health 200 L per person per day based on 2 people per BR.	High	Immediate	recommended need to share-SSIWPA survey on community water use average- RH
Update Land Use Bylaws to conform to new ALC regulations	High	Immediate	underway at LTC
Develop bylaw to support development of tiny homes	High	Short	underway at LTC
Update Density Transfer Mechanism to be viable so that "densities" are transferred out of large landlocked undeveloped areas and added closer to villages and infrastructure.	medium	Long term	
Update BnB requirements to allow for smaller low impact accommodation such as glamping/ small sleeping cabins /tiny homes	medium	Medium term	
Look at updating definitions section, particularly adding "affordable housing"			

removing “seasonal” from definition of cottages (related to bylaw 512 and OCP)	high	short	one of next requests? Fit in with ADU
Creating Bylaws that support and protect homesteading practices and self-reliance. (e.g. TUP for basic homesteading practices should not be required.)			
Permission to build accessory building prior to principal building.			
Ecovillage/ Homeplate zoning that allows for density based on proven usage of resources (i.e. impact) per square foot, and not based solely on actual water/waste usage. -Exchange for conservation covenant	High	short	
Awarding density for proven practices that support minimal impact on land, instead of requiring a “trade-off” of land or money. aka Eco Density Bonus	high		
Permit properties with 2 acres and up to build one cottage and on larger acreages the number increases ie. 10 acres would be 9 cottages.			ties in with home plate concept and tiny home village pilot project , perhaps best addressed there

UPDATE OCP

Review and amend Part A, Sec A.6 Climate Change and Energy Efficiency as it relates to: <ul style="list-style-type: none"> environmental protection sustainable design housing development 	Medium	Short Term By early 2023	
Review and amend Part B, Sec B.2 Residential Land Use Objectives and Policies on: <ul style="list-style-type: none"> affordable housing permitting seasonal accommodation (hotel, resorts) for long-term use Creative-Place Making 	Medium	Short Term By early 2023	
Develop new section to address: <ul style="list-style-type: none"> First Nations Reconciliation, heritage and archeological Protection 	Medium	Short Term By early 2023	
Review and amend Part C, Transportation Servicing Objectives and Policies to address <ul style="list-style-type: none"> Multimodal Transportation Accessibility 	Medium	Short Term By early 2023	

Review and amend Part D, Administration	Medium	Short Term By early 2023	
Update OCP to allow for the full time use of “seasonal “cottages Island wide (protecting water as suggested for suites above)	High	Short term	
Proactively upzone suitable properties for multi-family close to Village centers and Infrastructure	Medium	Long term	
Soft cap on house size- where houses over certain footprint must conform to high ecological building standard and property development plan	medium	medium term	
Where water concerns exist mandate alternative supply must be shown for secondary dwellings and update volume requirement for secondary dwellings to align with Island health requirement of 200L per person per day - 2 people per bedroom.	high	Short term	
Support for people with special needs in the community			
Review and amend PartA,6 Climate change and Energy Efficiency relating to: Sustainable design Environmental protection Housing development	Short term	by early 2023	
Review and amend PartB,2 Residential Land Use Objectives and Policies on Affordable housing Permitting seasonal accommodation (hotel, resorts for long term use. Creative place making	Short term	by early 2023	
Review and amend Part C Transportation objectives and policies to address Multimodal transportation.	Short term	by early 2023	
DEVELOP SUPPORTING POLICIES			
Prioritize affordable housing rezoning application	High	Immediate	underway
Not enforce non-conforming dwellings (likely standing-resolution as interim solutions)	High	Immediate	recommended and implemented
PILOT PROJECTS/INCENTIVES			
Tiny Homes Strata Subdivision			underway
Green building design			
Eco village Zoning- (Homeplate zoning) allow for multiple smaller dwellings within max total footprint in exchange for amenities such as land covenant	high	Short term	

and/or Ecological building/ development plan.			
Advocate for property tax credit for long term rentals	medium	long term	
Eco building Density Bonus	medium	Medium term	
Collaborate with CRD Building Inspectors to develop OPEN SOURCE blueprints for waste and water systems, tiny homes or cottages that will easily pass inspection.			
Develop an integrated MAP for affordable housing proponents, and safeguards to ensure success from the beginning.			
OTHER IDEAS			
Carrying capacity target based on Net Impact per Capita- What % of types and sizes of dwellings to support healthy diverse community and environment	Medium	Long term	
Plan for the creation of Intergovernmental Housing Authority	High	Long term	
Identifying properties that are close to village Centres that are suitable for increased density for affordable housing			
Explore the “Brinkworthy” model where buyers only buy the home, not the land.			
Changing commercial zoning in village centers to include residential accommodation			
Create a hub to support transient workers and van dwellers (identify zoning)			
Inter Jurisdictional Issues			
Financial incentive (tax rebate) for Homeowners to change from B&B to permanent rental.			
Plan for the creation of Intergovernmental Housing Authority	High	Long term	
Advocate for property tax credit for long-term rentals	medium	long term	
How about a “Builders’ mortgage to allow home buyers to participate and reduce costs.			
Collaborate with CRD Building Inspectors to develop OPEN SOURCE blueprints for waste and water systems, tiny homes or cottages that will easily pass inspection.			
Create a hub to support transient workers and van dwellers (identify zoning)			
Building Code exceptions for small or experimental ecological construction. - List of approved alternative proposals.			

-Basic Health and Safety oriented			

Data points needed

How many people are currently housed in Accessory dwelling units of some kind?			

Water Issues

“Housing Authority” Tasks, roles, responsibilities

Visions and objectives notes from Meror and James, who have left the group

<p>1. Housing is comprised of Market, Affordable (30% of income), Social (those with low income who only need housing), Supportive (housing plus support - mentally or physically challenged, assisted living). The objective is that no one is left behind. All sectors need to be addressed in a healthy community, beginning with those who have been here the longest.</p> <p>2. The IT was put in place to preserve and protect the self-reliance and agronomy that dominated the Islands at the time of Trust inception. We need to regain that self-reliance and the Trust needs to help. This is particularly poignant in housing.</p> <p>3. It is common that the government and perceptual constructs that are put in place to deal with a particular problem at a particular time, become the constraints to solving today’s problems. We are handcuffed by our own creations. We desperately need our current governance to recognize the constraints they place on the greater good, and to be active in making them go away. Saying we can’t consider something because it is outside our domain (eg. it’s the Building Code, or that’s Island Health, or that’s CRD, etc) honors the constraints of the system that got us into this mess. It is difficult to fathom that we created a system that we can’t get out of.</p>	
---	--

<p>4. We need to consider the long-term implications of what we do. Looking in the rear-view mirror when planning is entirely inappropriate when facing down climate change. In every decision we need to be cognisant of the future we are creating.</p> <p>5. We need to think in a different way than what led to our housing problem, and we need to be bold. Germany is considering banning single family residences. Lithuania has extremely minimal but effective building code requirements. France has tightly constrained, rural villages surrounded by pastoral protected land. New Zealand requires that all building materials last a minimum of 50 years. Adelaide has one city block where only rammed earth buildings are allowed, thereby stimulating innovation.</p> <p>6. All buildings must be a gift to our descendants, and not disposable toxic waste. All new building must be creating a green asset for the future. Our tolerance for building brown assets is now inappropriate.</p> <p>7. The bottom rung of the housing ladder needs to be put back into place. The bottom rung can be extremely small, as long as it is warm, dry, durable, and healthy. Security of home is psychologically more important than square footage. Living in a secure, tiny, beautiful, healthy, durable home can have way more dignity than living in a toxic, disposable mansion.</p> <p>8. The notion that private landholders will do better for the environment than government protected land, is naïve at best. There is too much evidence here on SSI to dispute that.</p> <p>9. A primary objective should be that as many people as possible can live, work, and play without a car. At best we should be moving all new people into SSI townships, and we need to distinguish the townships. Barely palatable is densifying along the bus routes, and limiting those bus routes eg buses are good but more bus routes is not better (LA thought more highways would solve the traffic problem).</p> <p>10. A related objective is that as many people as possible should have housing that is self-reliant eg. it is independent with regards power, water, and sewage.</p> <p>11. We need to actively trade rural land for building rights in town areas. Density transfers need to be made appealing enough by IT that developers will actually do this. Blaming lack of proponents is lame. Make it work for them and they will come. And we need to rethink the rural nature of our townships.</p> <p>12. We desperately need a housing authority to co-ordinate the myriad governing bodies such that we can make progress on housing, in the way we on SSI want it.</p>	
<p>Recognize that families need long-term tenure and a stability that Band-Aid rentals do not solve. I can't imagine any of us or a family wishing to live in some ancillary building with perhaps safety and health issues.</p>	
<p>"Homelessness" is partially a housing issue that needs to be also addressed.</p>	



DATE OF MEETING: February 15, 2022

TO: Salt Spring Island Local Trust Committee

FROM: Louisa Garbo, Island Planner, Salt Spring Island Team

COPY: Stefan Cermak, Regional Planning Manager, Salt Spring Island Team

SUBJECT: Housing Action Program Proposed Measures

RECOMMENDATIONS

1. That the Salt Spring Island Local Trust Committee request staff to proceed with research on funding and the referral process on the Tiny Homes Village Pilot Project.
2. That the Salt Spring Island Local Trust Committee amend standing resolution SS-2021-109 to state - Enforcement activities will be deferred for all existing unlawful dwellings being used for residential purposes until there are safe, secure appropriate housing options that are affordable for all demographics and household types in perpetuity, except in the following circumstances:
 - a) there are concerns regarding health and safety;
 - b) there are concerns that sewage is not being disposed of in an approved septic or sewage disposal system;
 - c) there are concerns that septic or sewage disposal systems are being used in excess of capacity or ability as a result of unlawful dwellings;
 - d) there are concerns of possible contamination of wells or other drinking water sources;
 - e) unlawful dwellings are in environmentally sensitive areas;
 - f) there are non-permitted campgrounds; and,
 - g) that the Salt Spring Island Local Trust Committee may give direction to resume enforcement activities on any property that poses risk to the health and safety of the neighbouring residents and the residents on the property in question.
3. That the Salt Spring Island Local Trust Committee Bylaw No. 528., cited as “Salt Spring Island Land Use Bylaw, 199, Amendment No. 4, 2021”, be read a first time.
4. That the Salt Spring Island Local Trust Committee request staff to send Bylaw No. 528 to external agencies, groups, and First Nations for referral.
5. That the Salt Spring Island Local Trust Committee accept this status report on a proposed amendment to the Local Trust Committee Official Community Plan Bylaw No. 434, 2008, to allow accessory dwelling units on Salt Spring Island, and to request staff to proceed with the community outreach and early engagement with First Nations.

BACKGROUND

a. Tiny Homes Village Pilot Project

The proposed pilot project is part of the measure of the Housing Action Program Project Charter to address housing issues such as density, diverse housing options, sustainable building design, and preservation of the sensitive ecosystem on the island, but most importantly, to provide a mix of housing types in appropriate

locations as outlined in the Salt Spring that is sustainable, innovative and affordable. The proposed Tiny Homes Village Pilot Project intends to test the viability of sustainable development and affordable building designs for Salt Spring Island residents with the creation of housing units within very small footprint while offering liveable and efficient spaces for the residents. The objectives of the pilot projects include:

- Prioritize affordable housing options through diverse housing forms and tenure types;
- Promote fee-simple affordable housing in a building-strata subdivision;
- Preserve, protect, restore, and connect environmentally sensitive areas;
- Encourage and promote leading-edge sustainable building, landscaping, and land use designs; and
- Encourage a full-scale, replicable approach to address the pilot project objectives.

The draft Pilot Project framework was presented to the Task Force at their meeting in November 2021. Several concerns were raised by the Task Force, which included the lack of proponents responding to the pilot project, the proposed size limits, and no mechanism to ensure the rental amount would remain affordable should those units become rental units. Upon discussion, the Task Force voted, by resolution as shown below, to forward their support of the Pilot Project to SS LTC for consideration with one dissent and one abstain vote citing concerns with the affordability of these units.

“That the Housing Action Program Task Force recommend the Salt Spring Local Trust Committee proceed with the proposed Tiny Homes Village Pilot Project.”

Staff shared the proposed pilot project with the Technical Working Group consisting of staff members from various ministries and the Capital Regional District (CRD). The preliminary comments included that all units must be building code compliant and that the alternative supply of potable water must also comply with all health and safety requirements. Staff has also consulted with Transition Salt Spring on their Rainwater Harvesting Rebate program. The organization expressed support of the project and agreed to collaborate on the technical side of finding solutions to the provision of potable water for the pilot project.

b. Minor amendment to Standing Resolution SS 2021-213

At their meeting On November 9, 2021, SS LTC approved the Standing Resolution recommended by the Housing Action Task Force, with the first part stating:

“That the Salt Spring Island Local Trust Committee endorse the Housing Action Program Task Force’s recommendation to amend standing resolution SS-2021-109 to state that enforcement activities will be deferred for all unlawful dwellings being used for residential purposes until there are safe, secure appropriate housing options that are affordable for all demographics and household types in perpetuity, except in the following circumstances”.

Staff is proposing to add the word “existing” to state “... will be deferred for all existing unlawful dwellings.....;” the added word will provide clarity and to prevent the unintended consequences of allowing new illegal dwellings to be established.

c. Bylaw Amendment on Accessory Dwelling Units (ADUs)

In response to the community need for immediate actions to help ease the housing crisis, the Housing Action Program Task Force, at their meeting on August 19, 2021, requested SS LTC to consider an amendment to the Salt Spring Island Land Use Bylaw No. 355 (LUB) to allow secondary suites to be developed in all zones on Salt Spring Island. On November 9, 2021, SS LTC subsequently adopted the resolution below requesting staff to explore the option of not only allowing secondary suites but all accessory dwelling units to be permitted on the island:

SS-2021-217

That the Salt Spring Island Local Trust Committee endorse the Housing Action Program Task Force's recommendation and request staff to report back on potential bylaw amendments to permit accessory dwelling units in all zones.

CARRIED

Draft Bylaw 528 is presented for consideration of first reading. Staff have included new definitions for accessory dwelling units and secondary suites. Secondary suites regulations are proposed to be simplified and the number of lots permitting secondary suites would expand from an estimated 1500 lots to an estimated 3,500 although these numbers need to be confirmed via mapping services and that service was not available at time of drafting this report. Staff note that lots within the Agricultural Land Reserve additionally permit secondary suites.

ANALYSIS

Policy/Regulatory

Accessory Dwelling Units (ADUs):

The recommendation from the Housing Action Program Task Force to amend the secondary suite section of the LUB is one of the actions proposed in the Housing Action Program. The Housing Action Program Project Charter intends to provide a holistic approach to address housing issues on the island, including the balance of housing with the environmental conditions, infrastructure servicing, natural resources, and growth management. For this reason, the proposed amendment to the SS LUB to allow secondary suites in all zones permitting single-family dwelling units as a principal use to the exception of Rural Uplands, Rural Watershed, or Rural Islet. Secondary Suites in all zones must take into consideration of the following Islands Trust Policy Statement:

- 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.*
- 3.4.4 *Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.*
- 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.*
- 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.*
- 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.*
- 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.*
- 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.*

Allowing accessory dwelling units, including detached secondary suites, in all zone must also consider the following policies set forth in the Salt Spring Island Official Community Plan (OCP):

A.5.2.5 The Local Trust Committee should not make zoning changes that would result in more development or greater impacts on areas identified as Environmentally Sensitive.

A.6.2.2 The Local Trust Committee will consider the energy efficiency attributes and climate change adaptation and mitigation impacts in all rezoning applications that propose an increase in density or significant change of use.

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.2.2.2.13 The Local Trust Committee may give consideration to amending the Land Use Bylaw to allow secondary suites in dwellings as *affordable housing* under certain circumstances. Any initiative to allow suites should address the following criteria:

- a. A maximum of one suite is allowed per dwelling.
- b. The owner occupies either the principal dwelling or the suite.
- c. Suites should only be allowed in areas with an adequate supply of potable water.
- d. Suites should not be allowed in areas that are community water system supply watersheds or in community well capture zones.
- e. New construction of dwellings with suites in areas containing sensitive ecosystems or areas that are hazardous for development should be managed by development permit.
- f. The use of suites will not be for short-term rental, in accordance with the Land Use Bylaw.
- g. Regulations should limit suites to 40% of the floor area of the principal dwelling and no more than 90 m² of floor area.
- h. *Building* safety and waste disposal issues are addressed through compliance with the B.C. Building Code and applicable health standards.
- i. The Local Trust Committee will consider the use of housing agreements and other measures to ensure that suites are affordable and to address occupancy.
- j. The Local Trust Committee will work with the Capital Regional Housing Corporation on the administration of housing agreements in order to implement this policy.
- k. The Local Trust Committee should coordinate implementation of zoning changes with Capital Regional District Building Inspection and the Vancouver Island Health Authority.
- l. The Local Trust Committee may also consider limits on the numbers and location of secondary suites to minimize dependency on private automobiles.
- m. The Local Trust Committee will make zoning changes incrementally and monitor changes in order to have the effect of limiting the overall number of suites on the island.
- n. The Local Trust Committee will consider an annual registration system in order to remain informed about the number and location of occupied suites.

B.2.2.2.14 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 m² 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 coordinate 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.
- k. The Local Trust Committee will consider an annual registration system in order to remain informed about the number and location of occupied cottages.

C.3.1.1.1 To ensure that the potential water demand of development within community water systems does not exceed the licensed capacity, or the amount of water that can be safely withdrawn from each system's water source.

C.3.1.1.2 To reduce, delay or avoid the impacts of withdrawing additional water from surface water bodies.

C.3.1.1.3 To encourage a variety of *conservation* methods in all community water systems.

C.3.2.2.2 In addition to policy C.3.2.2.1, the Local Trust Committee should not make zoning changes within the North Salt Spring Waterworks District that could mean that water will not be available (under the District's existing license) for the following projects (in order of priority):

- a. essential services such as hospitals and schools needed within the district to serve the island's projected population.
- b. special needs and affordable housing needed by the community

The Local Trust Committee could make an exception to this policy so that one of the above projects could proceed before another of higher priority. However, it must be satisfied that the District will receive a sufficiently larger water license in time to serve the higher priority project when it is needed.

C.3.2.2.5 The Local Trust Committee will continue to cooperate with community water system operators to ensure water supply issues are considered before zoning changes are made. The Committee should also continue to assist in the development of better estimates of projected water demands and supply potential. The Committee could consider zoning changes that would limit land uses with a high water demand. The Committee particularly recognizes that this Plan could critically affect the North Salt Spring Waterworks District's ability to meet future needs and will cooperate with the District to address this issue.

Furthermore, although the following statement in the SS OCP intends to be as informational only, it has been served as guidance on monitoring the population density and development growth, which will require evaluation if ADU is being permitted in all zones.

Background Note: There are approximately 5800 residential lots on Salt Spring Island (2007). While approximately 1300 of these are vacant, local zoning allows for the construction of a single family dwelling on each of them. Of the existing residential parcels, many are large enough that they can be further subdivided under the existing local subdivision bylaw. A few are zoned for multi-family use. All told, the number of dwelling units (not including seasonal cottages and suites) that could be built on Salt Spring Island under current residential zoning is estimated to be about 8150. The eventual population of Salt Spring Island that might result from the zoning now in place is estimated to be a little over 17,000.

Pursuant to the Local Government Act Section 478 (2), which stated that “All bylaws enacted or works undertaken by a council, board or greater board, or by the trustees of an improvement district, after the adoption of (a)an official community plan, or, (b)an official community plan under section 711 of the Municipal Act, R.S.B.C. 1979, c. 290, or an official settlement plan under section 809 of that Act, before the repeal of those sections became effective, must be consistent with the relevant plan.” Moreover, prior land use bylaw amendment attempted to allow cottages in all zones had resulted in a restricted number to be permitted due to a legal opinion on the amendment not consistent with the parameter of “few and minor” per section B.2.1.2.1 and “zoning changes incrementally” per B.2.2.2.13 of the SS OCP. An amendment to permit ADUs to be permitted in all zones will be affected by the same policies; therefore, an amendment to the relevant SS OCP policies will be required. Should SS LTC support the amendment to the SS OCP process, staff will immediately begin the early conversation with First Nations as required by the Islands Trust First Nations Engagement Principles, and the necessary public engagement processes per the Local Government Act section 879 and 882.

In the meantime, staff is proposing an interim action by amending the Salt Spring Island Land Use Bylaw No. 355 (LUB) to permit secondary suites in all zones (with appropriate conditions or exceptions) to help alleviate the housing crisis and to provide an affordable housing option.

The proposal will not yet permit accessory dwelling units to be allowed within an accessory structure as set out in the reasons and policies above. However, Bylaw 528 does define accessory dwelling units, significantly expand the number of lots permitting secondary suites, and reduce redundant regulations.. Bylaw 528 intends to comply with the following provisions of the SS OCP policies; therefore, an amendment to the SS OCP will not be required:

- limits the size of secondary dwelling units;
- Ensure adequate potable water supply;
- Avoid watersheds and community well capture zones that supply community drinking water;
- Minimize auto dependency;
- Address ongoing affordability;
- Must not be used for short-term rental; and
- Zoning changes incrementally.

Bylaw 528 removes Schedule “I” “Secondary Suites Map” from the LUB and instead excludes secondary suites from environmentally sensitive zones and watershed zones while allowing them in all other zones that permit single-family dwellings as a principal use. Other notable changes to the SS LUB are highlighted below.

A definition to the term ‘density’ is being considered. The proposed definition intends to encourage a detached secondary suite to be constructed on top of the existing accessory structure rather than

expanding the footprint of the accessory structure by building to the side of an accessory structure. The definition is also intended to implement a recommendation item #6 per the “Affordable Housing in the Trust Area: Strategic Actions for Islands Trust,” as shown in Appendix 4, which suggests how density should be measured. Explore alternative metrics that measure building footprints and land impacts instead of dwelling units. It further stated that floor area ratio as a density metric would protect natural values while giving people more flexibility to provide different forms of housing on residential properties.

A definition for ‘Accessory dwelling unit’ is being considered. The proposed definition intends to set the table for if and when an OCP amendment is made to expand the total island build out. Deciding where to permit the broad use will be the matter for a future bylaw amendment and community engagement. It is feasible that a draft LUB amendment to consider this use is presented at time of proposed OCP amendments. The definition for secondary suites is amended to be a sub-definition of accessory dwelling unit (“accessory dwelling unit – secondary suite”). This permits zoning regulations to specify conditions and locations for these specific types of accessory dwelling units. Furthermore, the proposal of allowing secondary suites to be permitted in all zones includes exceptions in certain areas. The restrictions proposed intend to protect sensitive areas, and finite resources such as potable water.

Staff presented a general overview of the proposed LUB Section 3.16 to the Technical Working Group, Salt Spring Water District, and CRD, collaborate with Transition Salt Spring, and seek recommendation from Salt Spring Island Watershed Protection Alliance (SSIWPA), and preliminary conversation with First Nations. Staff are cognizant that work to develop an island wide water balance map may include strong evidence to suggest densities be placed in areas currently protected as sensitive. If such evidence is made available, this, and all available evidence will be considered when drafting amendments to the OCP.

Issues to Consider

As a result of the preliminary review with agencies and First Nations, issues to be addressed are highlighted below:

- Proposed amendments to Land Use Bylaw no. 355 on Proof of Water is underway;
- Proof of water requirements;
- Building Code requirement on ADUs;
- Detached secondary suites and all ADUs must comply with single-family building code requirements;
- NSSWD concerns on existing limited water capacity;
- Public engagement and consultation with First Nations;
- Data on existing secondary suites and the future number secondary suites as a result of this bylaw.
- Referral to agencies, organizations and First Nations.

Consultation

Referrals of rezoning bylaws to agencies, organizations and First Nations typically occur at time of first reading. The SS LTC may consider if it wishes to undertake additional consultation beyond the below groups identified in this report and direct staff accordingly.

<i>Public Agencies</i>	<i>Islands Trust/Local Government</i>	<i>First Nations*</i>
------------------------	---------------------------------------	-----------------------

<ul style="list-style-type: none"> ▪ BC Assessment Authority ▪ CRD – All Referrals⁺ ▪ CRD – SSI Economic Sustainability Commission ▪ CRD – SSI Building Inspection⁺ ▪ CRD – SSI Director ▪ CRD – SSI Transportation Commission ▪ CRD – Housing Secretariat ▪ Vancouver Island Health Authority⁺ 	<ul style="list-style-type: none"> ▪ Galiano Island Local Trust Committee⁺ ▪ Mayne Island Local Trust Committee⁺ ▪ North Pender Island Local Trust Committee⁺ ▪ Thetis Island Local Trust Committee⁺ ▪ Cowichan Valley Regional District⁺ ▪ Islands Trust Bylaw Enforcement and Compliance⁺ ▪ Islands Trust – Trust Conservancy Board 	<ul style="list-style-type: none"> ▪ Cowichan Tribes ▪ Halalt First Nation ▪ Lake Cowichan First Nation ▪ Lyackson First Nation ▪ Penelakut Tribe ▪ Stz’uminus First Nation ▪ Malahat First Nation ▪ Pauquachin First Nation ▪ Tsartlip First Nation ▪ Tsawout First Nation ▪ Tseycum First Nation ▪ Semiahmoo First Nation ▪ Tsawwassen First Nation ▪ Hul’qumi’num Treaty Group <i>(for information only)</i> ▪ Te’Mexw Treaty Association <i>(for information only)</i> <p><i>*And others as determined by SIPA & Ministry of Municipal Affairs</i></p>
	Community Agencies/Groups	

⁺ Draft bylaw referral agencies/groups/Local Trust Committees

Statutory notification of the proposed rezoning will be made in accordance with [Section 466](#) of the *Local Government Act* and the [Salt Spring Island Development Procedures Bylaw No. 304](#) at time of public hearing.

NEXT STEPS

- Early conversation with First Nations on the tiny homes pilot project and the amendment to allow accessory dwelling units.
- Continue the efforts to consult and collaborate with First Nations, agencies and community organizations.
- Officially launch the project by posting the Tiny Home Village Pilot Project on the Housing Action Program page and promoting the project through appropriate venues.
- Research on available funding to support the pilot project.
- Collaborate with agencies and community groups to explore solutions to the water supply issues for the pilot project.
- Initiate the official SS OCP amendment process and continue to explore amendments to the SS LTC Official Community Plan Bylaw No. 434, 2008, as they relate to accessory dwelling units.
- Proceed with the amendment to the SS LTC Bylaw No. 355, 1999 related to secondary suites.
- Legal review on the proposed draft bylaw on secondary suites.

Submitted By:	Louisa Garbo, Island Planner	February 3, 2022
Concurrence:	Stefan Cermak, Regional Planning Manager	February 4, 2022

ATTACHMENTS

- Appendix 1 Tiny Homes Pilot Project Framework and Criteria
- Appendix 2 Draft Amendment to SS LTC Bylaw No. 355 on Secondary Suites
- Appendix 3 Draft Amendment to SS LTC Bylaw No. 355 on Secondary Suites (with strikethroughs)
- Appendix 4 Affordable Housing in the Trust Area: Strategic Actions for Islands Trust

Tiny-homes Village Pilot Project Framework & Criteria

I. Pilot Project Framework

On January 19, 2021, the Salt Spring Island Local Trust Committee (SSI LTC) approved the Housing Action Program Project Charter to ensure the Islands Trust takes a holistic approach to address housing issues such as density, diverse housing options, sustainable building design and preservation of the sensitive ecosystem on the island. Most importantly, the Housing Action Program seeks to implement the objective of providing a mix of housing types in appropriate locations as set forth in the Salt Spring Island Official Community Plan. Proposed actions within the Housing Action Program Project Charter include exploring incentive programs to promote housing projects that are sustainable, innovative and affordable. This Pilot Project initiative under the Housing Action Program intends to test the viability of sustainable development and building designs that are affordable for Salt Spring Island residents.

II. Objectives

The Tiny-homes Village Pilot Project intends to:

- Prioritize affordable housing options through diverse housing forms and tenure types;
- Promote fee-simple affordable housing in a building-strata subdivision;
- Preserve, protect, restore, and connect environmentally sensitive areas;
- Achieve objectives and strategies within the [Islands Trust Strategic Plan](#);
- Encourage and promote leading-edge sustainable building, landscaping, and land use designs; and
- Encourage a full-scale, replicable approach to address the pilot project objectives.

*Preference will be given to projects that are on, or can provide reasonable access to active transportation networks, housing designed for special needs, and/or housing that advance Islands Trust's Reconciliation Declaration.



III. Projects Sustainability Features

The proposed project must, at a minimum, demonstrate thoughtful implementation of conservation design practices that:

- Provide sustainable safe-drinking water supply;
- Protect water quality;
- Reduce or not increase flooding and storm water runoff;

- Protect sensitive ecosystems and biodiversity;
- Protect and recharge aquifers;
- Protect surface water;
- Preserve or enhance capacity of local food systems;
- Minimize carbon outputs and greenhouse gas emissions; and
- Provide common areas that enhance social well being for activities such as art production, local food production, passive recreation, or other similar community-based programs.

IV. Pilot Project Incentives

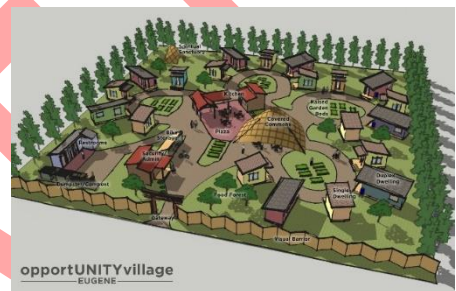
Incentives may include:

- Increased dwelling unit density;
- Amending land use regulations by staff to support the project;
- Dedicated planning staff time to expedite a rezoning process;
- Provide technical support on water system and possible water rebate; and
- Assistance on searching for relevant grant funding.

V. Eligibility Criteria

The following criteria must be met in order for a proposal to be considered:

- The applicant must have experience with residential housing development, or include project partners with relevant expertise;
- Project must be supported by a viable pro- forma or demonstrate adequate funding that the project can be developed. ;
- The project must include the following:
 - A minimum of 10 dwelling units;
 - Each dwelling unit should be within 500 square feet and constructed on a permeant foundation;
 - Energy efficient technologies, green building methods and sustainable features as identified in Section III.
 - Each dwelling unit must be a fully functional housing unit that includes basic amenities such as kitchen and bathroom; and
 - The design of each dwelling Unit must receive or be capable of receiving an occupancy permit.



*Applications within the Agricultural Land Reserve and watershed designated areas are not supported at this time. A standard subdivision project will not be expedited since the process is outside LPS's jurisdiction.

VI. Submission Requirements

- A proposal that describes the proponent's organization and experience;

- All relevant development information including, but not limited to, project site location, lot size, proposed density/dwelling units, building layout, a conceptual site plan or building-strata subdivision, landscape plan and architectural elevation design;
- A proposal outlining concept feasibility and timeline; and
- A report that identifies how the project meets objectives in Section II, the sustainability features proposed in Section III, and how it complies with the Pilot Project’s criteria outlined in Section V.
- Successful submissions may still require further design and report work.

VII. Review Process

- Local Planning Services staff will review all submissions and make a recommendation to SSI LTC on which project should be selected in consideration of the above criteria.
- The SSI LTC will make a decision on which proposal will become a Pilot Project. Deadline for each submission is in March of each year. A new pilot project will be chosen annually as long as the SSI LTC has dedicated resources. Once approved as a Pilot Project, prior to the proposal moving forward to the rezoning, building-strata subdivision, development and/or building permit review process.
- Incentives will be granted by resolution of the SSI LTC. The proponent may be required to enter into binding agreement with the SSI LTC.

VIII. Example of Timeline

Applications to be received by:	March 2022
First Pilot Project to be awarded by:	April 2022
First Pilot Project to complete legislative stage by:	April 2023
First Pilot Project to be built out by:	April 2025
Second Pilot Project to be received by:	March 2023
Second Pilot Project to be awarded by:	April 2023
Second Pilot Project to complete legislative stage by:	April 2024
Second Pilot Project to be built out by:	April 2026

DRAFT

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 528

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW NO. 355, 1999

The Salt Spring Island Local Trust Committee, being the 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 Local Trust Committee, Bylaw No. 355. Land Use Bylaw, 1999, Amendment No. 4, 2021”.

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 By adding the following to Section 1.1 Definitions:

“Density” means a measure of the intensity of development to the area of the site, lot, or parcel including the number of units on a *site* measured in units or areas, percentage of lot coverage, total *floor area* of *building structure*, or floor area ratio, as the case may be.

“Accessory Dwelling Unit” means a *dwelling unit* accessory to a *single-family dwelling unit* intended as an independent and separate unit which contains its own sleeping, living, cooking and sanitary facilities, and its own independent entrance. Accessory dwellings may be contained within the *principal single-family dwelling unit* or located in a detached *accessory structure*.

2.2 By replacing the existing definition of Secondary Suite in Section 1.1 Definitions – with the following:

“Accessory Dwelling Unit, Secondary Suite” means a self-contained *accessory dwelling unit* fully contained within and subordinate to a *single-family dwelling unit*.

2.3 By removing Schedule “I” Secondary Suites Map.

2.4 By replacing Section 3.16 – Secondary Suites – with the following:

3.16 ACCESSORY DWELLING UNITS - SECONDARY SUITES

3.16.1 Secondary Suites are permitted within, or attached to a permitted *principle single-family dwelling unit* provided that:

- (1) the *principal single-family dwelling unit* or the secondary suite is occupied by the owner of the dwelling; or

- (2) the principal single-family *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) the secondary suite is not located within a portion of a *lot* that is identified as a community well capture zone on Map 22 of the Salt Spring Island Official Community Plan;
- (4) the secondary suite is not located within an existing community water system, except, where alternative *potable* water supply, in compliance with this bylaw, is provided; or, written confirmation from the operator of the community water system that site has sufficient capacity to supply the secondary suite;
- (5) the secondary suite is not located within a portion of a *lot* that is zoned Rural Uplands, Rural Watershed, or Rural Islet as designated on Schedule A of the Salt Spring Island Land Use Bylaw No. 355; and
- (6) a secondary suite must not be operated as a *Bed and Breakfast* home-based businesses, nor rented on a *temporary* basis.

3.16.2 There is a maximum of one secondary suite permitted per *lot*.

3.16.3 A *secondary suite* shall not be permitted on the parcel if a cottage has been constructed and a cottage shall not be permitted on the parcel if a *secondary suite* has been constructed.

3.16.4 The entrance to a secondary suite from the exterior of the building must be separate from the entrance to the *principal single-family dwelling unit*.

3.16.5 The maximum floor area for a secondary suite is forty per cent (40%) of the floor area of the *principal single-family dwelling unit* and no more than ninety square metres (90 m²) of floor area.

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

And by making consequential numbering alterations to effect this change.

READ A FIRST TIME THIS _____ DAY OF _____ 20_____

READ A SECOND TIME THIS _____ DAY OF _____ 20_____

PUBLIC HEARING HELD THIS _____ DAY OF _____ 20_____

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

DRAFT

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 528

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW NO. 355, 1999

The Salt Spring Island Local Trust Committee, being the 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 Local Trust Committee, Bylaw No. 355. Land Use Bylaw, 1999, Amendment No. 4, 2021”.

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 By adding the following to Section 1.1 Definitions:

“Density” means a measure of the intensity of development to the area of the site, lot, or parcel including the number of units on a site measured in units or areas, percentage of lot coverage, total floor area of building structure, or floor area ratio, as the case may be.

“Accessory Dwelling Unit” means a dwelling unit accessory to a single-family dwelling unit intended as an independent and separate unit which contains its own sleeping, living, cooking and sanitary facilities, and its own independent entrance. Accessory dwelling units may be contained within the principal single-family dwelling unit or located in a detached accessory structure.

2.2 By replacing the existing definition of *Secondary Suite* in Section 1.1 Definitions – with the following:

“Accessory Dwelling Unit, Secondary Suite” means a self-contained *accessory dwelling unit* fully contained within and subordinate to a *single-family dwelling unit*.

2.3 By removing Schedule “I” Secondary Suites Map

2.4 By replacing Section 3.16 – Secondary Suites – with the following:

3.16 ACCESSORY DWELLING UNITS - SECONDARY SUITES

3.16.1 Secondary Suites are permitted within, or attached to a permitted principal single-family dwelling unit provided that:

~~Information Note:—Secondary suites are also permitted on lots within the Agricultural Land Reserve, zoned Agriculture 1 and Agriculture 2 by this Bylaw.~~

~~Information Note: Secondary suites that are permitted by these regulations also require a building permit from the Capital Regional District Building Inspection Office to be fully legalized.~~

~~3.16.2 A dwelling unit is permitted to contain a secondary suite provided that:~~

- (1) the principal single-family dwelling unit or the *secondary suite* is occupied by the owner of the dwelling; ~~or~~
- (2) the principal single-family 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) the secondary suite is not located within a portion of a lot that is identified as a Community Well Capture Zone on Map 22 of the Salt Spring Island Official Community Plan;
- (4) the secondary suite is not located within an existing community water system, except, where alternative potable water supply, in compliance with this bylaw, is provided; or, written confirmation from the operator of the community water system that the site has sufficient capacity to supply the secondary suite;
- (5) the secondary suite is not located within a portion of a lot that is zoned Rural Uplands, Rural Watershed, or Rural Islet as designated on Schedule A of the Salt Spring Island Land Use Bylaw No. 355; and
- (6) a secondary suite must not be operated as a Bed and Breakfast home-based business, nor rented on a temporary basis.

~~3.16.32~~ There is a maximum of one *secondary suite* permitted per lot.

3.16.3 A secondary suite shall not be permitted on the parcel if a cottage has been constructed and a cottage shall not be permitted on the parcel if a secondary suite has been constructed.

~~3.16.4 A secondary suite must be located contained within the walls of the building that contains the principal dwelling unit.~~

~~3.16.54~~ The entrance to a *secondary suite* from the exterior of the *building* must be separate from the entrance to the *principal dwelling unit*.

~~3.16.65~~ ~~The maximum floor area for a secondary suite is 90m² (968 ft²);~~ The maximum floor area for a secondary suite is forty per cent (40%) of the floor area of the principal dwelling unit and no more than ninety square metres (90 m²) of floor area.

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

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

~~3.16.11 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.~~

~~Information Note: The provincial Water Management Branch completed a study of surface water availability in November of 1994. Water licenses issued before this time may not be a reliable indication that water is actually available in the necessary quantity.~~

And by making consequential numbering alterations to effect this change.

READ A FIRST TIME THIS _____ DAY OF _____ 20_____

READ A SECOND TIME THIS _____ DAY OF _____ 20_____

PUBLIC HEARING HELD THIS _____ DAY OF _____ 20_____

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

Affordable Housing in the Trust Area: Strategic Actions for Islands Trust Appendix 4

	Recommendation	Source	Priority	Timing	Staff Comment
ISLANDS TRUST POLICY STATEMENT					
1.	Review the Islands Trust Policy statement and give consideration to: <ul style="list-style-type: none"> a) giving affordable housing a greater profile for its role in sustainable communities b) including a reference to affordable housing in its policy direction to LTCs and municipalities 	Housing Tool Kit	High	Medium – align with policy statement review	Islands Trust Council is intending to update the Islands Trust Policy Statement. Strong direction from Trust Council to LTCs assist in interpreting the Islands Trust mandate and in defining how affordable housing fits into Trust Council’s vision for the future. Policy Statement directives shape the OCP policies and LUB regulations within local trust areas.
2.	Review the Islands Trust Policy statement to ensure that it: <ul style="list-style-type: none"> a) includes clear and well-thought out definition of ‘affordability’ b) includes clearly articulated vision, goal and objectives for affordable housing c) gives affordable housing a greater profile for its role in sustainable communities d) includes a reference to affordable housing in its policy direction to LTCs and municipalities 	Housing Tool Kit	High	Medium – align with policy statement review	As above.
3.	Consider initiating a Trust-wide Affordable Housing Strategy, with direction to LTCs to develop Local Trust Area-specific components.	Housing Tool Kit	low	Medium – align with policy statement review.	The Islands Trust Policy Statement could give LTCs such direction. Trust Council should follow the recommendations and include affordable housing in its Policy Statement review. The Policy Statement is a legislative tool and has more teeth than an Affordable Housing Strategy would.
MODEL BYLAWS					
4.	Bring forward a thorough analysis of alternative ways of measuring density and how to manage any corresponding impacts.	Housing Forum Final Report; Daniels, 2003.	Medium	Long Term	Such an analysis would support understanding and consideration of model bylaws suggested below. Should include concepts such as floor area ratio, home plate proposals (Agricultural Land Commission), and cottage housing (Daniels, 2003).

5.	Develop model bylaws that use floor area ratio as a density metric for consideration of implementation in local trust area land use bylaws.	Daniels, 2003, Tool Kit, 2010.	High	Short Term	Redefine how density is measured. Explore alternative metrics that measure building footprints and land impacts instead of dwelling units. Floor area ratio as a density metric will protect natural values while giving people more flexibility to provide different forms of housing on residential properties.
6.	Develop model density bonus bylaws for consideration of implementation in local trust area land use bylaws.	Daniels, 2003, Tool Kit, 2010.	High	Short Term	Imbed extra density allowances in land use bylaw residential zones. Extra density can only be realized in exchange for an eligible community amenity such as affordable housing, ensured with a housing agreement, or protection of ecosystems by way of a conservation covenant. Ensure rainwater catchment systems are required for any additional density.
7.	Develop model bylaws to address the use of building stratas as a tool for affordable housing.	New	High	Short Term	The Strata Property Act enables property titles to be subdivided without subdividing the land (and causing the associated impacts). This tool should be carefully considered and managed as a way to enable co-ownership of land with multiple property tiles that can each be financed separately by a conventional lender. This option could become a key strategy if land values continue to escalate.
8.	Develop model bylaws for secondary suites and cottages to be standardized across the Islands Trust Area according to best practices.	New	Medium	Short Term	Suites and cottages should be used to intentionally target needs identified in housing needs assessments. Secondary suites should be considered as an island's primary rental stock for singles, while cottages should be considered as rental or ownership family housing. Floor area limits should be able to be varied where appropriate (locate the size limits in the regulations, not the definitions, of a land use bylaw).
9.	Develop model rental housing zoning bylaw.	New	Low	Long Term	This is a new recommendation stemming from recent legislative amendments. It is considered low priority because purpose built, multi-family rental housing is not always viable in Trust Area communities. It may be more efficient to

					the rental zoning powers through a development application for multi-family rental housing.
HOUSING AGREEMENTS					
10.	Continue development of a program for Islands Trust to hold and administer housing agreements on behalf of local trust committees.	Housing Tool Kit	High	Short term	Islands Trust has developed resources and capacity to administer housing agreements. This function should continue to be supported and developed.
COORDINATION					
11.	Trust Council to use coordination authority of Islands Trust Act to strike a multi-stakeholder and inter-jurisdictional affordability committee by region. Make sure to include regional districts and the health authorities. Create terms of references based on mutual cooperation and a commitment to considering affordability in application processes and regulatory requirements.	New	High	Short term	Coordinate policy across different jurisdictions to ensure different regulations are not in conflict and to ensure affordability is considered and enabled wherever possible. This committee should consult mortgage experts and representatives from the building industry to inform policy coordination with current economic realities.
ADVOCACY					
12.	Advocate other regulatory agencies find a way to permit alternative solutions for affordable housing pilot projects.	Housing Tool Kit	Medium	Long Term	This is an advocacy item that requires discussion by Trust Council. Trust Council could advocate the BC Building Code include minimum standard exemptions that ensured environmental standards are met, as are health and safety standards of buildings. It could be addressed through coordination, as noted above.
13.	Initiate an ongoing Housing Council consisting of membership from a broad range of stakeholders.	Housing Tool Kit	Low	Long Term	The Islands Trust governance structure is prescribed by the Islands Trust Act. This recommendation is best directed at community groups. A community based Housing Council could be initiated by community groups to coordinate affordable housing initiatives and speak with one voice to government agencies such as Trust Council.
14.	Advocate senior levels of government increase funding for affordable housing specifically targeting low density, rural communities.	Housing Tool Kit	High	Long Term	Affordable housing proponents need funding support which is a Provincial and Federal role.
15.	Advocate senior levels of government provide additional funding for seniors housing, support	Housing Tool Kit	Medium	Long Term	Land owners and developers may need funding support to add community value to

	services, public transportation options, medical services, and for commercial establishments to upgrade with universal design standards.	Report			developments. Land use and transportation are inter-dependent and related.
TRUST FUND BOARD					
16.	Explore the potential for the creation of an affordable housing Land Trust.	Housing Tool Kit	Medium	Long Term	Trust Council could consider expanding the role of the Trust Fund Board to create an affordable housing land trust. This would be a fundamental change to the Islands Trust and should be explored in the context of the Trust Fund Board role, mandate, and legislative authority.
17.	Explore the potential for and required changes to the Trust Fund Board to allow it to hold land on an interim basis for affordable housing.	Housing Tool Kit	Low	Long Term	Trust Fund Board can own land and currently has a property acquisition role, however it may only hold land in support of furthering the mandate of Islands Trust. This is a key discussion for Trust Council in interpreting the Islands Trust mandate and the definition of unique amenities.
HOUSING NEEDS ASSESSMENTS					
18.	Continue on-going coordination and funding for Housing Needs Assessments across the Islands trust Area.	Housing Tool Kit	Medium	Long Term	Housing Needs Assessments have been completed for the Islands Trust Area. Legislation requires they be updated every five years.
19.	Support Bowen Island Municipality in updating its Housing Needs Assessment using a consistent methodological approach as done for the other regions of the Islands Trust Area.	New	High	Short term	The housing needs assessments conducted in 2018 excluded the Bowen Island Municipality. There may be opportunities for cost sharing or other coordinated supports that would assist the BIM in updating its 2008 HNA.



DATE OF MEETING: February 15, 2022
 TO: Salt Spring Island Local Trust Committee
 FROM: Geordie Gordon, Planner 2, Salt Spring Island Team
 Kristine Mayes, Planner 1, Salt Spring Island Team
 COPY: Louisa Garbo, Island Planner, Salt Spring Island Team (Housing Action Program Manager)
 Stefan Cermak, Regional Planning Manager, Salt Spring Island Team
 SUBJECT: Draft Bylaw No. 526 – Changes to Residential Permissions in the Agricultural Land Reserve
 & Bylaw Amendment Options for Dwellings on Large Farms

RECOMMENDATIONS

1. That Salt Spring Island Local Trust Committee Bylaw No. 526, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 3, 2021”, be read a first time.
2. That the Salt Spring Island Local Trust Committee request staff refer Proposed Bylaw No. 526 to agencies, organizations and First Nations, as identified in this staff report dated February 15, 2022.

PURPOSE

This staff report proposes amendments to the [Salt Spring Island Land Use Bylaw No. 355](#) (LUB) following preliminary referral in consideration of changes to Agricultural Land Commission (ALC) residential permissions within the Agricultural Land Reserve (ALR) and complimentary amendments to Section 3.17 of the LUB to utilize subdivision potential for farmworker housing. Staff recommend the Salt Spring Island Local Trust Committee (SS LTC) consider first reading of the draft bylaw (Appendix No. 1) and referral of the bylaw to agencies and First Nations.

BACKGROUND

This report follows a staff report to the November 18, 2021 special meeting of the SS LTC where the following resolution was passed:

SS-2021-231

It was **MOVED** and **SECONDED**,

That the Salt Spring Island Local Trust Committee request staff to refer Draft Bylaw No. 526, as amended, to agencies and organizations, as identified in this staff report dated November 18, 2021.

CARRIED

ANALYSIS

Policy/Regulatory

The SS LTC is unfettered in its consideration of a bylaw amendment and may choose to request more information, proceed more incrementally, or receive for information.

Islands Trust Policy Statement:

An assessment of the draft bylaw relative to the Islands Trust Policy Statement (ITPS) was undertaken following preliminary referral of the draft bylaw (Appendix No. 2).

Official Community Plan:

The following [Salt Spring Island Official Community Plan No. 434](#) (OCP) policies are pertinent to this report. See Appendix No. 3 for a full review of relevant OCP policies.

- 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 m² 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 coordinate 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.
- k. The Local Trust Committee will consider an annual registration system in order to remain informed about the number and location of occupied cottages.

- B.6.2.2.8 On the advice of the Agricultural Advisory Committee, the Local Trust Committee should continue to support local farming by:

- a. addressing the need for additional housing on *agricultural land*.
- b. permitting appropriate farm uses as defined by the Agricultural Land Reserve Act and Regulations.
- c. recognizing the traditional uses of the property owned by the Salt Spring Island Farmer's Institute on Rainbow Road.
- d. allowing for the processing and warehousing of island farm products on the Institute's property.
- e. supporting zoning that would allow various forms of community farming activities.
- f. supporting the development of farmers' markets.
- g. considering changes to the Land Use Bylaw, based on the objectives of the Area Farm Plan and in consultation with the Agricultural Land Commission and the Ministry of Agriculture and Lands, to permit additional dwellings for farm workers.
- h. considering changes to the Land Use Bylaw to further support agri-tourism.
- i. supporting efforts to ensure a viable local livestock *industry*.
- j. updating agricultural information, monitoring changes in the agricultural sector and helping to identify unused or available farmland.

Issues and Opportunities

Farmworker Dwelling Unit Definition

Staff have proposed an amendment to the existing farmworker's dwelling unit definition to allow the units to be used by immediate family members that may not be directly involved with or employed by a farm business. The intent of this change is to help facilitate the transition from one generation to the next by allowing parents of children taking over the farm business to remain on the lot once retired to addresses the Salt Spring Island Agricultural Alliance's (SSI AA) comments about the need for multi-generational housing on farms. This change is also responsive to the ALC's removal of the manufactured home for immediate family permission as a result of the changes that came into effect at the end of 2021. There is an opportunity to include reference to what constitutes 'immediate' family within the covenant on such a dwelling (see the "Covenant Template" section of this staff report) – staff suggest that the definition be consistent with provincial legislation and includes a spouse, child, parent, guardian, sibling, grandchild or grandparent of the person occupying the principal dwelling. The proposed change in the definition would also remove the requirement that farmworkers are employed permanently and full-time by the farm business, in recognition of the SSI AA's comments about the seasonal and part-time nature of farm work. A comparison of the existing versus proposed wording is as follows:

Current LUB Definition

“dwelling unit, farmworker’s” means a *dwelling unit* that is accessory to a *commercial farm business* on a lot and is used for the *residential* accommodation of a farmworker permanently employed full-time in that *farm business*.

Possible Draft Bylaw Amendment

“dwelling unit, farmworker’s” means a *dwelling unit* that is accessory to a *commercial farm business* on a lot and is used for the *residential* accommodation of a farmworker permanently employed full-time in that *farm business* or for immediate family.

Secondary Suites and Additional Dwellings

Following provincial information sessions, discussions with the agricultural community, review of preliminary referral responses, and review of applicable OCP policies and objectives, staff have amended the draft bylaw to reflect the desire of the agricultural community to support the provision of farmworkers housing and housing for family on agricultural zoned lands (see “Farmworker Dwelling Unit Definition” section of this staff report). Amendments of note include permitting a secondary suite on all lots in agricultural zones and permitting a second accessory dwelling unit for lots 1.2 hectares or greater in area on lands classified as a farm under the *Assessment Act* (Figure No. 1 & 2). In accordance with the provincial changes to residential permissions and OCP policy B.2.2.2.16, the maximum floor area of the second accessory dwelling unit is proposed to vary depending on the lot size – from 56 square metres up to 186 square metres. Staff note the proposed bylaw amendment removes a seasonal cottage as an accessory use (which required a non-farm use application to the ALC), replacing it with a farmworker’s dwelling unit, as [Section 33](#) of the *Agricultural Land Reserve Use Regulation (ALR Use Regulation)* restricts the use of a ‘cabin’ to agri-tourism accommodation – a use which is narrowly limited to the operation of specific agri-tourism activities under [Section 12](#) of the *ALR Use Regulation*.

Table No. 1 represents the number of properties potentially affected by the draft bylaw – 397 agricultural zoned properties exceed 1.2-hectares in area, with 172 presently classified as a farm under the *Assessment Act*. Notwithstanding, lots with a lawful non-conforming existing dwelling (such as an existing seasonal cottage) or manufactured home would not be permitted an additional accessory dwelling unit. Accordingly, the proposed amendments to Section 9.1 of the LUB would allow an agricultural zoned property to encompass up to 3 dwellings – a single-family dwelling up to 500 square metres; a 90 square metre secondary suite contained within the single-family dwelling; and for lots 1.2-hectares or greater classified as a farm under the assessment act, a third purpose built farmworker dwelling requiring a covenant restricting use of the dwelling with a maximum floor area between 56 to 186 square metres depending on the area of the lot.

Accessory Uses			
One additional <i>dwelling unit</i> , provided that the existing <i>single-family dwelling</i> is 500 square metres in <i>floor area</i> or less and is consistent with <i>Agricultural Land Reserve Use Regulation</i> , B.C. Reg. 30/2019 or any legislation which may be enacted in substitution, that is:			
a) a pre-existing <i>dwelling unit</i> constructed before February 22, 2019, or			
b) a <i>mobile home</i> for immediate family constructed between July 4, 2019 and December 31, 2021, or			
c) a <i>farmworkers’ dwelling unit</i> not exceeding 90 square metres in <i>floor area</i> on agricultural land classified as a farm under the <i>Assessment Act</i> , or		♦	♦
d) a <i>full-time rental cottage</i> subject to Section 3.15, or			
e) a <i>secondary suite</i> subject to Section 3.16, or			
f) on a lot greater than 40 hectares in area, a <i>dwelling unit</i> not exceeding 186 square metres in <i>floor area</i> .			
Information Note:	For lots 40 hectares or less in area where the <i>single-family dwelling</i> exceeds 500 square metres in <i>floor area</i> , permission to construct an additional <i>dwelling unit</i> for farm use must be applied for and approved in writing by the <i>Agricultural Land Commission</i> .		

Figure 1: Draft Bylaw No. 526 at Preliminary Referral

Accessory Uses			
A <i>secondary suite</i> subject to Section 3.16		♦	♦
Where a lot is classified as a farm under the <i>Assessment Act</i> , a second <i>accessory dwelling unit</i> is permitted provided that:			
a) it is a pre-existing <i>dwelling unit</i> constructed before February 22, 2019; or			
b) it is a <i>manufactured home</i> constructed between July 4, 2019 and December 31, 2021; or			
c) where the owner grants to the Salt Spring Island Local Trust Committee a covenant under the <i>Land Title Act</i> restricting use of the <i>dwelling unit</i> , it is a <i>farmworker’s dwelling unit</i> not exceeding:		♦	♦
i. 56 square metres in <i>floor area</i> on a lot between 1.2 hectares and 2 hectares or less in area; or			
ii. 90 square metres in <i>floor area</i> on a lot greater than 2 hectares in area; or			
iii. 186 square metres in <i>floor area</i> on a lot greater than 40 hectares in area.			
Information Note:	For lots 40 hectares or less in area where the <i>single-family dwelling</i> exceeds 500 square metres in <i>floor area</i> , permission to construct an additional <i>dwelling unit</i> for farm use must be applied for and approved in writing by the <i>Agricultural Land Commission</i> .		

Figure 2: Draft Bylaw No. 526 at First Reading

Agriculture Zoned Lots	1.2-ha to 2-ha	2-ha to 40-ha	40-ha+	Total:
Farm Status	9	153	10	172
No Farm Status	47	172	6	225
Total:	56	325	16	397

Table 1: Farm Status on Agricultural Zoned (ALR) Properties

500m² limit on Dwelling Units

The draft bylaw contains an amendment to LUB Section 3.11 (Dwelling Units) by implementing a 500 square metre (5,300 square foot) floor area limit on all dwelling units. [Article 20.1\(1\)\(b\)](#) of the *Agricultural Land Commission Act* limits the size of a principal dwelling to 500 square metres and so the agricultural zoning in the LUB should reflect

this limit, as local governments may only be more restrictive on this floor area limit, not more permissive. Rather than creating an Agricultural zone specific dwelling floor area limit, staff recommend simply amending the language in the LUB to apply the 500 square metre limit to all dwelling units by amending LUB Section 3.11. If an applicant wishes to construct a dwelling larger than 500 square metres (outside the ALR), they would be required to apply to the SS LTC for a Development Variance Permit. Given that the proposed change would impact all dwellings, not just those in the ALR, wider notification, consultation, and input may be requested by the SS LTC.

Additional Temporary Farmworker Housing

In discussions with the agricultural community, desire was expressed to permit additional temporary farmworker housing on large lots where seasonal farmworkers may occupy tents or recreational vehicles during the growing season. Staff note the amended draft bylaw provides provisions for up to three dwelling units on lots classified as a farm larger than 1.2-hectares – staff note both accessory dwelling units, a secondary suite and farmworker’s dwelling, could be used as farmworker accommodation. The *ALR Use Regulation* does not speak to additional temporary farmworker dwellings and local governments in their bylaws cannot exceed residential permissions under provincial regulation in the ALR. Agri-tourism or tourist accommodations are limited to 10 sleeping units (including bedrooms in a principal dwelling forming part of a bed and breakfast home-based business) – for short-term/seasonal use – staff note the draft bylaw allocates these 10 units for commercial guest accommodation. Notwithstanding, farms seeking additional temporary residential use of an agricultural property could apply to the ALC and the Islands Trust. In land use designations where the SS LTC may issue Temporary Use Permits (TUPs) – such as the agricultural designation – a TUP could be applied for to allow temporary dwelling units (not requiring a building permit, such as occupancy of recreational vehicles or tiny homes on wheels). Staff note there are currently no guidelines for staff to assess the merits of such applications (only OCP policies and objectives) as proposed Bylaw No. 471 (TUPs for Residential Use) is still under consideration by the SS LTC.

Recommendations of the MoAFF & ALC

Following preliminary referral, the Ministry of Agriculture, Food and Fisheries (MoAFF) and ALC recommended amendments to uses within the table under Subsection 9.1.1 regarding the processing and sale of farm products. [Section 11\(2\)](#) of the *ALR Use Regulation* allows the storing, packing, preparing and processing of farm products on agricultural land if 50% of the farm product is produced either on that agricultural land or by an association to which the owner of the agricultural land belongs – additionally, farm retail sales are permitted provided [Section 11\(3\)](#) of the *ALR Use Regulation* is met. These uses (storing, packing, preparing, processing, and sale of farm products) are designated a farm use which may not be prohibited by local government. As such, staff have removed the accessory uses shown in Figure No. 3 and have amended the information note under “agriculture” as shown in Figure No. 4 in accordance with the recommendations from these provincial bodies.

Processing of the <i>farm products</i> of another farm located within the Salt Spring Island Local Trust Area.	◆	◆
Information Note: <i>This use requires the written permission of the Land Reserve Commission.</i>		
Sale of the <i>farm products</i> of another farm, provided that the <i>floor area</i> used for the storage and display of the products from another farm may not exceed 5 square metres or one third of the total <i>floor area</i> on a lot that is occupied by <i>farm product</i> storage and display.	◆	◆

Figure 3: Accessory Uses Proposed to be Removed from LUB Table 9.1.1

Agriculture, farm buildings and structures

Information Note: By definition, “agriculture” includes the processing, storage, **and** sale of farm products produced on that agricultural land or by an association to which the owner of the agricultural land belongs. These uses must consistent with the [Agricultural Land Reserve Use Regulation](#).

Figure 4: Information Note under Agriculture (Principal Use)

Covenant Template

In a referral response to the draft bylaw, the SSI AA suggested that the additional dwellings on agricultural land should be subject to some mechanism whereby additional dwelling units are permitted only on lots classified as a farm and occupied by farmworkers or immediate family. The SSI AA recommended that this mechanism not be overly onerous to the point where it might become a barrier to achieving the desired outcome. The SSI AA suggested that proving farm tax status would be sufficient way to ensure that the criteria are met.

Staff agree that this approach would essentially impose no burden on a landowner, as producing this documentation would be minimal in effort (once the status is achieved), however staff consider that there would be limited long-term assurance that this status would be retained, or, in the event that a property is sold, that the criteria required for the extra dwelling continues to be met.

Staff therefore suggest if there is strong interest in having the dwelling restricted for use by immediate family members or farmworkers, that the owners be required to register a covenant restricting the use accordingly. This would require the applicant to incur legal costs to develop and register the covenant, and may prove to be the type of barrier that the SSI AA is seeking to avoid. If the SS LTC wishes to proceed with the covenant requirement, staff will prepare a draft covenant template and seek legal review, and present it to the SS LTC at a future meeting. Establishing a good model template will substantially reduce future applicant costs.

Consultation

Draft Bylaw No. 526 was referred to select agencies, groups and Local Trust Committees in December 2021 (Appendix No. 4). Referrals of rezoning bylaws to agencies, organizations and First Nations typically occur at time of first reading. The SS LTC may consider if it wishes to undertake additional consultation beyond the below groups identified in this report and direct staff accordingly.

Public Agencies	Islands Trust/Local Government	First Nations*
<ul style="list-style-type: none"> ▪ Agricultural Land Commission⁺ ▪ Ministry of Agriculture⁺ ▪ BC Assessment Authority ▪ Ministry of Municipal Affairs and Housing ▪ Ministry of Transportation & Infrastructure ▪ Ministry of Forest Lands, Natural Resource Operations and Rural Development (Water Authorizations) ▪ Front Counter BC ▪ CRD – All Referrals⁺ ▪ CRD – SSI Economic Sustainability Commission ▪ CRD – SSI Building Inspection⁺ ▪ CRD – SSI Director ▪ CRD – SSI Transportation Commission ▪ CRD – Housing Secretariat ▪ CRD – SSI Liquid Waste Disposal Local Service Commission ▪ Vancouver Island Health Authority⁺ 	<ul style="list-style-type: none"> ▪ Galiano Island Local Trust Committee⁺ ▪ Mayne Island Local Trust Committee⁺ ▪ North Pender Island Local Trust Committee⁺ ▪ Thetis Island Local Trust Committee⁺ ▪ Cowichan Valley Regional District⁺ ▪ Islands Trust Bylaw Enforcement and Compliance⁺ ▪ Islands Trust – Trust Conservancy Board 	<ul style="list-style-type: none"> ▪ Cowichan Tribes ▪ Halalt First Nation ▪ Lake Cowichan First Nation ▪ Lyackson First Nation ▪ Penelakut Tribe ▪ Stz’uminus First Nation ▪ Malahat First Nation ▪ Pauquachin First Nation ▪ Tsartlip First Nation ▪ Tsawout First Nation ▪ Tseycum First Nation ▪ Semiahmoo First Nation ▪ Tsawwassen First Nation ▪ Hul’qumi’num Treaty Group (for information only) ▪ Te’Mexw Treaty Association (for information only)
	Community Agencies/Groups	
	<ul style="list-style-type: none"> ▪ BC Ambulance Service ▪ North Salt Spring Waterworks District⁺ ▪ RCMP ▪ SSI Fire-Rescue ▪ SSI Advisory Planning Commission ▪ SSI Agricultural Advisory Planning Commission⁺ ▪ SSI Agricultural Alliance⁺ ▪ Housing Action Program Task Force 	<p><i>*And others as determined by SIPA & Ministry of Municipal Affairs</i></p>

⁺ Draft bylaw referral agencies/groups/Local Trust Committees

Statutory notification of the proposed rezoning will be made in accordance with [Section 466](#) of the *Local Government Act* and the [Salt Spring Island Development Procedures Bylaw No. 304](#) at time of public hearing.

Rationale for Recommendation

Following early referral of Draft Bylaw No. 526, staff attended information sessions held by MoAFF and ALC, and have sought to incorporate changes to the bylaw in consideration of comments and concerns from the agricultural community and various stakeholders. The amended draft bylaw for consideration of first reading addresses proposed amendments to the definition of a farmworker’s dwelling unit to include immediate family; permits secondary suites on all agricultural zoned properties; permits a second accessory dwelling unit for lots classified as a farm 1.2 hectares or greater (either lawful non-conforming or a new farmworker’s dwelling unit requiring a covenant to restrict use); changes information notes and at the request of the MoAFF, removes processing and sale regulations and maximum number of campsites per hectare as the reduced number of permitted sites; and adds a regulation restricting the floor area of a dwelling unit to 500 square metres mirroring [Article 20.1\(1\)\(b\)](#) of the *Agricultural Land Commission Act*. The amended draft bylaw is supported by OCP policies and objectives – notably B.2.2.2.16 and B.6.2.2.8(a)(g) and generally supported by the ITPS Directives Policies. In consideration of the forgoing, staff recommend first reading of Draft Bylaw No. 526 and recommend referral to various agencies, organizations and First Nations including the Advisory Planning Commission, Agricultural Advisory Planning Commission and Housing Action Program Task Force.

ALTERNATIVES

The SS LTC may consider the following alternatives to the staff recommendation:

1. Amend Draft Bylaw No. 526

The SS LTC may wish to amend the draft LUB prior to first reading. 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. 526, cited as ""Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 3, 2021", by [list amendments...].

That Salt Spring Island Local Trust Committee Bylaw No. 526, cited as ""Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 3, 2021", be read a first time, as amended.

2. Receive for information

The SS LTC may receive this staff report for information. Staff advise that the implication of this option is that the current "additional dwelling" and "dwellings on large farm" regulations would remain in force. A mobile home up to 90 square metres could be constructed but could only be used for immediate family as well as a secondary suite and seasonal cottage. A farm workers' dwelling unit could not be constructed without specific approval from the ALC through a Non-Farm Use application, which would no longer be required after December 31, 2021, thus creating a potential barrier to approval. Applicants would no longer be able to apply to the ALC for a Non-Farm Use as it would not be required by the ALC, but would therefore not be able to meet the letter of the regulatory requirements of the LUB as written.

3. Request further information

The SS LTC may request further information prior to making a decision. Staff advise that the implications of this option is a delay in implementing bylaw amendments. If selecting this alternative, the SS LTC should describe the specific information needed and the rationale for this request. Staff again advise that the availability of resources makes much further analysis and reporting challenging and could significantly delay any legislative process. Recommended wording for resolution:

That the Salt Spring Island Local Trust Committee direct staff to report back on [item]...

NEXT STEPS

If the recommended resolutions are accepted, the draft bylaw will be given first reading and sent to agencies, organizations and First Nations. The application will return to the SS LTC for their consideration once the referral period has concluded.

Submitted By:	Geordie Gordon, Planner 2 & Kristine Mayes, Planner 1	February 1, 2022
Concurrence:	Stefan Cermak, Regional Planning Manager	February 2, 2022

APPENDICES

1. Draft Bylaw No. 526
2. Islands Trust Policy Statement Directives Only Checklist
3. OCP Policies
4. Referral Responses

DRAFT

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 526

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW NO. 355, 1999

The Salt Spring Island Local Trust Committee, being the 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. 3, 2021”.

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 By replacing the definition of “dwelling unit, farmworker’s” under Section 1.1 – Definitions – with the following:

“dwelling unit, farmworker’s” means a *dwelling unit* that is *accessory* to a *commercial farm business* on a *lot* and is used for the *residential* accommodation of farmworkers employed in that *farm business* or for immediate family.

2.2 By replacing the table under Subsection 9.1.1 – Permitted Uses of Land, Buildings and Structures – with the following:

	A1	A2
Principal Uses, Buildings and Structures		
<i>Agriculture, farm buildings and structures</i> <i>Information Note: By definition, “agriculture” includes the processing, storage, and sale of farm products produced on that agricultural land or by an association to which the owner of the agricultural land belongs. These uses must consistent with the <u>Agricultural Land Reserve Use Regulation</u>.</i>	◆	◆
<i>Single-family dwellings</i>	◆	◆
Accessory Uses		
<i>A secondary suite subject to Section 3.16</i>	◆	◆
<i>Where a lot is classified as a farm under the <u>Assessment Act</u>, a second <i>accessory dwelling unit</i> is permitted provided that:</i>		
<i>a) it is a pre-existing <i>dwelling unit</i> constructed before February 22, 2019; or</i>		
<i>b) it is a <i>manufactured home</i> constructed between July 4, 2019 and December 31, 2021; or</i>		
<i>c) where the owner grants to the Salt Spring Island Local Trust Committee a covenant under the <u>Land Title Act</u> restricting use of the <i>dwelling unit</i>, it is a <i>farmworker’s dwelling unit</i> not exceeding:</i>	◆	◆
<i>i. 56 square metres in <i>floor area</i> on a lot between 1.2 hectares and 2 hectares or less in area; or</i>		
<i>ii. 90 square metres in <i>floor area</i> on a lot greater than 2 hectares in area; or</i>		
<i>iii. 186 square metres in <i>floor area</i> on a lot greater than 40 hectares in area.</i>		

<i>Information Note:</i> For lots 40 hectares or less in area where the single-family dwelling exceeds 500 square metres in floor area, permission to construct an additional dwelling unit for farm use must be applied for and approved in writing by the Agricultural Land Commission.		
Home-based business use subject to Section 3.13	◆	◆
Commercial guest accommodation in a campground on agricultural land classified as a farm under the Assessment Act <i>Information Note:</i> This use requires an agri-tourism activity consistent with the <u>Agricultural Land Reserve Use Regulation</u> to be occurring on the lot.	◆	

2.3 By replacing the table under Subsection 9.1.2 – Siting and Density of Permitted Uses, Buildings and Structures – with the following:

	A1	A2
Lot Coverage		
Maximum combined <i>lot coverage</i> of all <i>buildings</i> and <i>structures</i> , excluding greenhouses (per cent)	35	35
Maximum combined <i>lot coverage</i> of all <i>buildings</i> and <i>structures</i> , including greenhouses (per cent)	75	75
Maximum <i>lot coverage</i> of all <i>campsites</i> , <i>buildings</i> and <i>structures</i> in a <i>campground</i> (per cent)	5	N/A
Number of Units and Site Areas		
Maximum combined number of bedrooms used in a <i>bed and breakfast home-based business</i> and <i>campsites</i> on any <i>lot</i> <i>Information Note:</i> The <u>Agricultural Land Reserve Use Regulation</u> only permits a <i>bed and breakfast home-based business (tourist accommodation)</i> to be operated within the <i>principal residence</i> .	10	N/A
Setbacks		
Despite Article 4.3.1(2), the following <i>lot line</i> setbacks apply in the <i>zone</i> indicated:		
Minimum <i>rear lot line</i> setback (metres) for <i>buildings</i> , <i>structures</i> and <i>uses</i> that are not listed in Subsections 4.3.4 through 4.3.9	4.5	4.5

2.4 “By replacing Section 3.17 – Dwellings on Large Farms – with the following:

3.17 Despite other provisions of this bylaw, where *agriculture* is a permitted *principal use* on a *lot* not in an *Agricultural zone*, additional *farmworkers’ dwelling units* corresponding with the *subdivision* potential of the *lot* are permitted provided that:

- (1) the lot is classified as a farm under the Assessment Act;
- (2) the lot complies with Section 3.5;
- (3) the number of additional *farmworker’s dwelling units* correspond with the *subdivision* potential of the *lot* in accordance with Subsection 5.8.1 and the zone-applicable *Subdivision* and *Servicing Requirements* of Part 9;
- (4) each *farmworker’s dwelling unit* must be supplied with *potable* water in accordance with Section 5.5;
- (5) the maximum *floor area* of a *farmworker’s dwelling unit* is 186 square meters;

- (6) the owner grants to the Salt Spring Island Local Trust Committee a covenant under the Land Title Act restricting *use* of the *farmworkers' dwelling units* and prohibiting further *subdivision* of the *lot*.

Information Note: Applications should be consistent with the guidelines in H.2.1.3 of the Salt Spring Island Official Community Plan.

2.5 By inserting in Section 3.11 – Dwelling Units – the following:

3.11.5 The maximum floor area for a *dwelling unit* is 500 square metres.

And by making consequential numbering alterations to effect this change.

READ A FIRST TIME THIS _____ DAY OF _____ 20_____

READ A SECOND TIME THIS _____ DAY OF _____ 20_____

PUBLIC HEARING HELD THIS _____ DAY OF _____ 20_____

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

ISLANDS TRUST POLICY STATEMENT DIRECTIVES ONLY CHECKLIST

File No.: 6500-20

File Name: Housing Action Program

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 a 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
N/A	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.
✓	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.
✓	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.
	4.3	Wildlife and Vegetation

	4.4	Freshwater Resources
TBD	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.
TBD	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
✓	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
N/A	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.
✓	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.
N/A	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
N/A	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
TBD	<i>In compliance with Trust Policy</i>
	<i>Not in compliance with Trust Policy for the following reasons:</i>

ATTACHMENT 3 – POLICIES

OFFICIAL COMMUNITY PLAN NO. 434

OCP Objective/Policy	Complies	Planner Comments
Policy A.5.1.8 To integrate the spirit and intent of federal and provincial environmental legislation and the <i>Agricultural Land Commission Act</i> and the <i>Farm Practices Protection ("Right to Farm") Act</i> into local environmental policies and bylaws.	yes	The draft bylaw proposes amendments incorporating the intent of provincial legislation.
Objective B.2.1.1.1 To support a mix of housing types in appropriate locations without compromising protection of the natural environment.	yes	The draft bylaw proposes dwellings limited by floor area – existing LUB regulations set out setbacks to features such as water bodies.
Objective B.2.1.1.2 To develop zoning that allows many different types of housing and accommodates a diverse population.	yes	The draft bylaw proposes offers greater residential flexibility.
Objective B.2.1.1.3 To acknowledge that a framework that limits growth may restrict housing choices as supply is limited; to respond to the challenge of fostering socioeconomic diversity within such a framework.	yes	The flexibility offered is capped at a maximum floor area.
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 <i>affordable housing</i> and other objectives of this Plan.	yes	One additional dwelling is already permitted in Agricultural zones – the draft bylaw proposes amendments to subsection 9.1.1 of the LUB which could affect approximately 172 lots.
<p>Policy 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 m² 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.</p> <p>Any amendment to zoning to allow cottages to be used as full time residences should address the following criteria:</p> <ol style="list-style-type: none"> Full time residence of cottages should only be allowed in areas with an adequate supply of potable water. Full time residence of cottages should not be allowed in areas that are community water system supply watersheds or in community well capture zones. New construction of cottages for full time residence should be not allowed in areas containing sensitive ecosystems or areas that are hazardous for development. The use of cottages will not be for short-term rental in accordance with the Land Use Bylaw. <i>Building</i> safety and waste disposal issues are addressed through compliance with the B.C. Building Code and applicable health standards. The Local Trust Committee will consider the use of housing agreements and other measures to ensure that cottages are affordable and to address occupancy. The Local Trust Committee will work with the Capital Regional Housing Corporation on the administration of housing agreements in order to implement this policy. The Local Trust Committee should coordinate implementation of zoning changes with Capital Regional District Building Inspection and the Vancouver Island Health Authority. The Local Trust Committee may also consider limits on the location of cottages to minimize dependency on private automobiles. 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. The Local Trust Committee will consider an annual registration system in order to remain informed about the number and location of occupied cottages. 	yes	<p>The draft bylaw proposes to permit a second accessory farmworker's dwelling unit on an agricultural zoned property.</p> <ol style="list-style-type: none"> As a requirement of Building Permit, the CRD would require proof of water. Agricultural zoned properties may be located within community water system supply watersheds / community well capture zones. LUB regulations and Development Permits areas may address siting in respect to sensitive ecosystems/hazards. A residential dwelling unit cannot be used as a short term vacation rental. The construction of dwellings is subject to a building permit. Covenant restricting use proposed. SS LTC covenant restricting use proposed. The draft bylaw will be referred to the CRD & VIHA (Island Health). The draft bylaw may increase dependency on private vehicles as agricultural properties are generally located on larger lots. The draft bylaw would apply to 397 properties. Can be tracked through preliminary plan review process.

<p>Policy B.3.1.2.5 Campgrounds are permitted by zoning in some Agriculture-zoned locations. The Local Trust Committee should consider rezoning applications from property owners wishing to develop small, low impact campgrounds on larger properties in the following Designations:</p> <ul style="list-style-type: none"> Rural Neighbourhoods Agriculture (subject to approval of the Agricultural Land Commission) Forestry Uplands <p>Applications for such a zoning change should demonstrate an adequate water supply, appropriate sewage disposal capability, and a site plan that would be uncrowded and well buffered by natural vegetation from neighbouring properties. If the Local Trust Committee considers such rezoning applications, preference should be given to those where services can be easily reached by walking, bicycle or public transit. Rezoning applications for the development of campgrounds meant primarily for large Recreational Vehicles should not be considered.</p>	<p>yes</p>	<p>Campgrounds are already permitted in Agricultural zones – the draft bylaw proposes amendments in line with the ALR Use Regulation and will still be subject to Schedule “F”.</p>
<p>Objective B.6.1.1 To recognize and retain traditional resource-based livelihoods such as agriculture, forestry and fishing. To maintain and protect their land bases, support <i>sustainable</i> management practices and to develop zoning that accommodates supportive land uses. To resist pressures to manage agriculture, forestry and fishing for reasons that are primarily aesthetic.</p>	<p>yes</p>	<p>The draft bylaw proposes amendments incorporating ALC changes to residential permissions.</p>
<p>Objective B.6.2.1.1 To support farming as a social, cultural and economic priority, and an ecologically responsible land use on Salt Spring Island.</p>	<p>yes</p>	<p>The draft bylaw proposes amendments incorporating ALC changes to residential permissions.</p>
<p>Objective B.6.2.1.2 To maintain and protect the long term potential for farming and agro-forestry on Salt Spring Island; to preserve <i>agricultural land</i> and necessary water supplies.</p>	<p>maybe</p>	<p>The draft bylaw proposes amendments incorporating ALC changes to residential permissions. One additional dwelling is already permitted in Agricultural zones. Additional development may take small amounts of land out of agricultural production, but only as consistent with ALC permissions.</p>
<p>Objective B.6.2.1.3 To incorporate the spirit and intent of the provincial <i>Agricultural Land Commission Act, the Agricultural Land Reserve Use, Subdivision And Procedure Regulation, and the Farm Practices Protection ("Right to Farm") Act</i> into local land use policies and bylaws.</p>	<p>yes</p>	<p>The draft bylaw proposes amendments incorporating the intent of provincial legislation.</p>
<p>Objective B.6.2.1.4 To limit the non-farm use of <i>agricultural land</i>.</p>	<p>yes</p>	<p>The draft bylaw proposes one additional accessory dwelling unit limited by floor area.</p>
<p>Objective B.6.2.1.5 To accommodate a level and type of residential use on <i>agricultural land</i> that reflects the business needs of farm operations and is consistent with objectives for island population.</p>	<p>yes</p>	<p>The draft bylaw proposes amendments incorporating ALC changes to residential permissions.</p>
<p>Objective B.6.2.1.6 To reduce the potential for conflicts between agricultural areas and those areas that have been identified for higher density settlement.</p>	<p>yes</p>	<p>Agricultural land is distributed across the island, potential conflict may be minimal. Some agricultural land is located in close proximity to areas designated for higher density (e.g. Ganges)</p>
<p>Objective B.6.2.1.7 To encourage the creation and implementation of environmental farm plans.</p>	<p>yes</p>	<p>The draft bylaw proposes to implement recommendations from the SSI AFPR. The proposed changes may offer greater flexibility than that called for in the SSI AFPR.</p>
<p>Objective B.6.2.1.8 To ensure that sufficient water supplies remain available for agricultural purposes.</p>	<p>yes</p>	<p>One additional dwelling is already permitted in Agricultural zones.</p>
<p>Objective B.6.2.1.9 To recognize agriculture’s contribution to the island’s social, economic and environmental nature and appeal, and to retain and build on the island’s agricultural base, especially organic.</p>	<p>yes</p>	<p>Proposed changes would offer farmers options to house farmworkers or immediate family and expand/more easily maintain agricultural capacity.</p>
<p>Policy B.6.2.2.1 The Local Trust Committee should maintain an Agricultural Advisory Committee to:</p> <ol style="list-style-type: none"> a. provide community advice about bylaw changes, applications for rezoning or subdivision, and applications to the Agricultural Land Commission. b. help in developing and interpreting local policies about farming. c. identify other ways that the Local Trust Committee can encourage and support farming in the community. 	<p>yes</p>	<p>The draft bylaw will be referred to the AAPC.</p>

Policy B.6.2.2.2 To The Local Trust Committee will work with the local farming community, the Ministry of Agriculture and Lands, and the Agricultural Land Commission to develop common policies to the benefit of farming on Salt Spring Island and to support implementation of the Area Farm Plan.	yes	The draft bylaw proposes to implement some recommendations from the SSIAA, MoA, incorporates changes to residential permissions, and proposes to implement some recommendations from the SSI AFPR. Referral to agricultural bodies is recommended.
Policy B.6.2.2.4 Zoning within the Agriculture and Watershed-Agriculture Designations will continue to allow the land uses, structures and densities allowed by existing zoning and subdivision bylaws. Where existing zoning allows <i>general employment</i> and commercial uses, these will remain as permitted uses unless the property owner applies for a zoning change.	yes	One additional dwelling is already permitted in Agricultural zones.
Policy B.6.2.2.5 Farming activities and necessary structures should continue to be allowed by zoning in other Designations on all properties where they are currently allowed.	yes	The draft bylaw proposes additional dwellings on farmland outside of the ALR.
Policy B.6.2.2.8 On the advice of the Agricultural Advisory Committee, the Local Trust Committee should continue to support local farming by: <ul style="list-style-type: none"> a. addressing the need for additional housing on agricultural land. b. permitting appropriate farm uses as defined by the Agricultural Land Reserve Act and Regulations. c. recognizing the traditional uses of the property owned by the Salt Spring Island Farmer's Institute on Rainbow Road. d. allowing for the processing and warehousing of island farm products on the Institute's property. e. supporting zoning that would allow various forms of community farming activities. f. supporting the development of farmers' markets. g. considering changes to the Land Use Bylaw, based on the objectives of the Area Farm Plan and in consultation with the Agricultural Land Commission and the Ministry of Agriculture and Lands, to permit additional dwellings for farm workers. h. considering changes to the Land Use Bylaw to further support agri-tourism. i. supporting efforts to ensure a viable local livestock industry. j. updating agricultural information, monitoring changes in the agricultural sector and helping to identify unused or available farmland. 	yes	<ul style="list-style-type: none"> a. The draft bylaw proposes amendments incorporating ALC changes to residential permissions. b. N/A c. N/A d. N/A e. Additional housing options may increase community farming activities. f. N/A g. The draft bylaw proposes amendments incorporating the intent of provincial legislation. h. The draft bylaw proposes amendments incorporating the intent of provincial legislation in respect to agri-tourism. i. N/A j. N/A
Policy B.6.2.2.22 The Local Trust Committee will consider impacts on local food security when making land use decisions.	yes	Comments from AAPC will likely provide comment on this impact.
B.6.2.2.23 The farming community of Salt Spring Island is recognized and encouraged in its ongoing efforts in support of local agriculture.	yes	
B.6.2.2.25 The B.C. Assessment Authority is urged to carefully consider its impact on local farming. It is encouraged to develop policies and procedures that recognize the unique challenges faced by the local farming community. The Local Trust Committee will develop and recommend specific policies in consultation with local farmers through the Agricultural Advisory Committee.	N/A	
B.6.2.2.32 The Local Trust Committee will encourage and support efforts by others to promote and sustain local food security.	yes	
B.6.2.2.32 The Local Trust Committee will support the implementation of the Area Farm Plan by the Salt Spring Island Agricultural Alliance.	yes	The draft bylaw proposes to implement some recommendations from the SSI AFPR. Further consultation with the SSIAA is recommended.
Objective C.3.2.1.5 To ensure that zoning changes within the boundaries of water systems do not result in such a level of demand on island water sources that agricultural activities cannot obtain water.	yes	One additional dwelling is already permitted in Agricultural zones.
Objective C.3.2.2.11 When the Local Trust Committee receives applications for zoning changes within a water system's boundaries, and the zoning change would increase the demand for water, the Committee will consider the impacts on agriculture, as further outlined in Section B.6.2.	yes	One additional dwelling is already permitted in Agricultural zones.

**Referrals: Bylaw SS-526**

Agency	Sent	Received
Agricultural Advisory Planning Commission - Salt Spring <i>1-500 Lower Ganges Road:</i>	01-Dec-2021	
Agricultural Land Commission <i>Rm. 133 4940 Canada Way:</i> <i>Comment: No staff objections to the adoption of Bylaw No. 526. Please see substantive response. Additional response provided 2022-01-21: Please see substantive response.</i>	01-Dec-2021	06-Dec-2021
BC Assessment Authority <i>Policy, Audit and Legal Services: Cathie McIntyre</i>	01-Dec-2021	
Bylaw Enforcement <i>Islands Trust: Warren Dingman</i>	01-Dec-2021	
Capital Regional District - All Referrals Christine Condron <i>625 Fisgard Street:</i>	01-Dec-2021	
Capital Regional District - SSI Senior Manager <i>145 Vesuvius Bay Road: . .</i> <i>Comment: Interest Unaffected.</i>	01-Dec-2021	17-Jan-2022
Cowichan Valley Regional District <i>175 Ingram Street: Mike Tippett</i> <i>Comment: Interests Unaffected.</i>	01-Dec-2021	17-Jan-2022
Front Counter BC <i>FrontCounterBC@gov.bc.ca:</i>	01-Dec-2021	
Galiano Island Local Trust Committee <i>200 - 1627 Fort Street: . .</i>	01-Dec-2021	
Mayne Island Local Trust Committee <i>Islands Trust: . .</i>	01-Dec-2021	
Ministry of Agriculture <i>PO Box 9099, Stn. Prov. Govt.:</i> <i>Comment: Several comments provided. Please see substantive response.</i>	01-Dec-2021	14-Jan-2022
North Pender Island Local Trust Committee <i>Islands Trust: . .</i>	01-Dec-2021	27-Jan-2022



Referrals: Bylaw SS-526

Agency	Sent	Received
<i>Comment:</i> Interests Unaffected		
North Salt Spring Waterworks District 761 Upper Ganges Road: The Manager <i>Comment:</i> Approval recommended subject to conditions outlined below. Please see substantive response.	01-Dec-2021	17-Dec-2021
SSI Agricultural Alliance 106 Old Scott Road: <i>Comment:</i> Submission dated November 17, 2021 - Regarding agenda item 3.4 Document provided outlining the perspective of the SSI Ag Alliance. Please see substantive response.	01-Dec-2021	01-Dec-2021
Thetis Island Local Trust Committee Northern Office: . .	01-Dec-2021	
Vancouver Island Health Authority 1952 Bay Street: Christopher Laughlin <i>Comment:</i> Interests Unaffected.	01-Dec-2021	03-Dec-2021

November 17, 2021

Salt Spring Island Local Trust Committee
Islands Trust

Re: Potential Changes to the Land Use Bylaw Regarding Housing on Agricultural Land

Thank you for consulting with us on this important matter.

The Agriculture Alliance has reviewed the possible draft amendments to the Land Use Bylaw for changes to residential permissions on lots located in the Agricultural Land Reserve. We wish to request some adjustments to the possible draft amendments, to better support farming and local food production, while continuing to protect agricultural land.

We – and the Area Farm Plan – support the creation of additional options for farmworker housing, which recent changes to provincial legislation make possible. The measured and thoughtful creation of additional housing options on properties that are being actively farmed could provide long-term support for increased local food production, enhanced food security and improved economic viability of agriculture on Salt Spring Island.

As you know, Salt Spring Island’s Official Community Plan identifies several significant community benefits of agricultural land uses:

- Enhanced local food production is a significant factor in reducing food transportation costs and greenhouse gas emissions (A.6.2.15)
- Farming is an ecologically responsible land use and a social, cultural and economic priority (B.6.2.1.1)

Our Official Community Plan aims to maintain and protect the long-term potential for farming and agro-forestry on Salt Spring Island and to preserve agricultural land and necessary water supplies (B.6.2.1.2). It calls for accommodating a level and type of residential use on agricultural land that reflects the business needs of farm operations and is consistent with objectives for island population (B.6.2.1.5)

Our Official Community Plan recognizes that the benefits of agricultural activity on Salt Spring Island accrue in all zones where agriculture is permitted, not just on land within the Agricultural land Reserve.

In our view, bylaw changes affecting housing on agricultural land must address the housing needs of farm workers and farm families without having a negative impact on the use of agricultural land for farming. Increased housing options are essential to support local agriculture, but should not be viewed as a way to significantly increase residential densities on Salt Spring. For this reason, we believe that additional housing on agricultural land should only be permitted where and when it supports enhanced local farm production.

With this in mind, we are generally supportive of changes to permit second dwelling units on lots being actively farmed, with the following suggested revisions:

1. We request that a second dwelling unit be permitted on lots being actively farmed, as long as that housing is occupied by full-time farmworkers and/or family members retiring from the farm.

Permitting retired farm family members, as well as fulltime farmworkers, to live in a second dwelling would support succession planning in agriculture, enabling young families to take over operation of farms while older relatives remain on the property, providing mentorship (and ownership equity) to support the establishment of younger farmers.

2. We request that this provision apply to all lots where commercial farm businesses are legally operating rather than being limited to lots located within the Agricultural Land Reserve.

Our Official Community Plan does not suggest that the benefits of local agriculture are limited to lots located within the Agricultural Land Reserve. By permitting a second housing unit on all lots where commercial farming is legally taking place, this would add only a modest number of additional housing units in total, simply because of the limitations relating to commercial agricultural activity and the potential occupants of such housing.

3. In addition to permitting retired farm family members to reside in the second housing unit, we request that the proposed definition of farmworker's housing be revised to better reflect the reality of farm staff turnover: "dwelling unit, farmworker's" means a dwelling unit that is accessory to a commercial farm business on a lot and is used for the residential accommodation of a farmworker ~~permanently~~ employed full-time in that farm business or family members retired from working in that farm business.

The term "permanently employed" would be difficult to enforce and is unreasonable, given the reality of relatively frequent staff turnover.

4. We request that the second dwelling be allowed to be part of a farm accessory building.

This would minimize impacts on farmland of adding a second dwelling unit. For example, a farm having a housing unit within an equipment storage or processing building.

5. We request that principal residences on lots being actively farmed should be permitted to have a secondary suite.

Agricultural Land Reserve regulations permit this and it would further address the need for farmworker housing with no additional impact on agricultural land.

6. We request that a limited amount of short-term farmworker camping should be permitted on lots being actively farmed. This is in addition to the proposed limited amount of agritourism camping. Both types of camping should be permitted in a tent located on a fixed base.

It is common in many places where agriculture is practised for farmworkers to camp, particularly during busy harvest periods. We believe that the land use bylaw should explicitly permit such short-term non-

tourism camping activity (perhaps up to five tents) and that it should be permissible for any tent accommodation to be on a fixed base (floor/platform).

7. We request that legal mechanisms used to ensure compliance with these bylaw changes impose minimal costs and delays on property owners.

While we fully support including measures to ensure that a second housing unit is limited to lots that are being commercially farmed and is occupied only by fulltime farmworkers and/or retired farm family members, it is important that mechanisms to enforce these limitations are not excessively onerous. The use of farm tax status is an example of a relatively simple and low-cost mechanism to ensure a lot is being actively farmed.

With these recommended additions/revisions, we believe these changes to the land use bylaw would enhance the viability of local agriculture, while protecting agricultural land and having only a small impact on the total number of housing units on Salt Spring Island.

Thank you for considering these requests.

Salt Spring Island Agricultural Alliance

From: Takeuchi, Kazuhiro <Kazuhiro.Takeuchi@islandhealth.ca>
Sent: Friday, December 3, 2021 3:33 PM
To: Daniela Murphy
Subject: RE: Referral of Salt Spring Island Local Trust Committee Proposed Bylaw No. 526 - Farm Housing
Attachments: Bylaw Referral Form Bylaw 526 - Island Health Response.pdf
Follow Up Flag: Follow up
Flag Status: Flagged

Hi Daniela,

Referral response attached.

If you have any questions, feel free to call me at 250-519-3655.

Sincerely,

Kazuhiro (Kaz) Takeuchi, B.Sc., B.Tech., CPHI(C)
Environmental Health Officer
Gateway Village Health Unit
Suite 201 – 771 Vernon Avenue, Victoria, BC. V8X 5A7
Phone: (250) 519-3401 Ext 33655
Email: Kazuhiro.Takeuchi@IslandHealth.ca



This e-mail and attachments are only for the use of the intended recipient and must not be distributed, disclosed, used or copied by or to anyone else. This e-mail and any attachments may be confidential, privileged or subject to the provisions of the Freedom of Information and Protection of Privacy Act. If you receive this in error, please contact me immediately and delete all copies of this e-mail and any attachment.

BYLAW REFERRAL FORM RESPONSE SUMMARY

- Approval Recommended for Reasons Outlined Below
- Approval Recommended Subject to Conditions Outlined Below
- Interests Unaffected by Bylaw
- Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area

(Island)

(Signature)

Dec 3, 2021

(Date)

526

(Bylaw Number)

Environmental Health Officer

(Title)

Island Health

(Agency)

From: Collins, Martin J ALC:EX <Martin.Collins@gov.bc.ca>
Sent: Monday, December 6, 2021 9:29 AM
To: SSInfo
Subject: FW: Islands Trust dec 2021.pdf
Attachments: Islands Trust dec 2021.pdf

From: Collins, Martin J ALC:EX
Sent: December 6, 2021 8:31 AM
To: 'ssinfor@islandstrust.bc.ca' <ssinfor@islandstrust.bc.ca>
Subject: FW: Islands Trust dec 2021.pdf

From: Collins, Martin J ALC:EX
Sent: December 2, 2021 11:50 AM
To: 'ssinfor@islandtrust.bc.ca' <ssinfor@islandtrust.bc.ca>
Cc: Bailey, Reed AFF:EX <Reed.Bailey@gov.bc.ca>
Subject: Islands Trust dec 2021.pdf



Agricultural Land Commission
201 – 4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000 | Fax: 604 660-7033
www.alc.gov.bc.ca

December 2, 2021

Reply to the attention of Martin Collins
ALC Inquiry:
Local Government File: SS-BL-526

Kristine Mayes Planner
Geordie Gordon Planner
Islands Trust

Email: ssinfor@islandtrust.bc.ca

Delivered Electronically

Re: Bylaw No. 526

Thank you for forwarding Island Trust Bylaw No. 526 (the “Amendments”) for review and comment by the Agricultural Land Commission (ALC). The following comments are provided to help ensure that the Amendments are consistent with the purposes of the ALC Act, the Agricultural Land Reserve (ALR) General Regulation, (the “ALR General Regulation”), the ALR Use Regulation (the “ALR Use Regulation”), and any Orders of the ALC.

Current Proposal:

The Amendments are proposed to bring the Island’s Trust bylaws into consistency with OIC No. 438 pertaining to residential flexibility in the ALR. Additionally Bylaw No.526 proposes to amend bylaw No. 355 to address(limit) subdivision potential for parcels accommodating farmworker housing outside the ALC for agriculturally zoned parcels which are classified as “farm” under the Assessment Act.

ALC Staff Comments:

ALC staff notes that the proposed amendments that affect the Agricultural Land Reserve are consistent with the proposed residential flexibility amendments to the ALC Use Regulation and to the current ALC Act and Regulations and the Ministry of Agriculture Guide for Bylaw Development (i.e. lot coverage etc). As such there are no staff objections to the adoption of Bylaw No. 526.

The ALC strives to provide a detailed response to all bylaw referrals affecting the ALR; however, you are advised that the lack of a specific response by the ALC to any draft bylaw provisions cannot in any way be construed as confirmation regarding the consistency of the submission with the ALCA, the Regulations, or any Orders of the Commission.

This response does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

If you have any questions about the above comments, please contact the undersigned at 236-468-1884 or by e-mail (Martin.Collins@gov.bc.ca).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

A handwritten signature in black ink that reads "Martin Collins". The signature is written in a cursive style with a large initial 'M'.

Martin Collins, Director of Policy and Planning

cc: Ministry of Agriculture – Attention: Reed Bailey

BYLAW REFERRAL FORM RESPONSE SUMMARY

- Approval Recommended for Reasons Outlined Below
- Approval Recommended Subject to Conditions Outlined Below
- Interests Unaffected by Bylaw
- Approval Not Recommended Due to Reason Outlined Below

The North Salt Spring Waterworks District (NSSWD) is supportive of this Bylaw for properties located outside of the NSSWD Service Boundary.

Any properties located within the NSSWD Service Boundary would be subject to the current Water Service Connections during Moratorium Policy (NSSWD OP#9):


It is the policy of the North Salt Spring Waterworks District that decisions on applications for water service connections made after the implementation of the moratorium on October 1, 2014, will be made in accordance with the following guidelines:

- i. Each property on the NSSWD parcel tax roll, regardless of zoning, will be entitled to only one ¾" (19mm) water service connection to either a single residential unit or a single commercial unit; and
- ii. Where the application for service is for the subdivision of a property on the NSSWD parcel tax roll, only one lot will be served with a ¾" (19mm) connection and all other lots created must provide potable water by other means; and
- iii. Where the building inspector requires an increase in the size of an existing service connection in order to issue a building permit for a renovation to an existing structure, the application for a larger diameter service connection will be denied; and
- iv. Where the application is for new cottages or secondary suites located on a property that is already served, the application will be denied; and
- v. Where the application is for the legalization of an existing secondary suite or seasonal cottage, approval will be given only if proof is provided of the existence of the suite or cottage prior to implementation of the moratorium on October 1st, 2014; and
- vi. Where the property is not on the NSSWD parcel tax roll, the application will be denied.

Salt Spring Island Trust Area
(Island)

526

(Bylaw Number)


(Signature)

District Manager
(Title)

17 December 2021
(Date)

North Salt Spring Waterworks District (NSSWD)
(Agency)

Referral Due: January 17, 2022



January 14, 2022

Geordie Gordon & Kristine Mayes
Planners – Salt Spring Island
Islands Trust
Sent by email

Dear Geordie and Kristine:

Re: Bylaw 526 – Farm Housing

Thank you for providing the opportunity for the Ministry of Agriculture, Food and Fisheries (Ministry) to comment on Bylaw 526 that proposes a series of amendments to Salt Spring Island Land Use Bylaw No. 355, 1999 in response to amendments to the Agricultural Land Reserve (ALR) Use Regulation for residential flexibility. Please note that all text in italics below has been copy and pasted from the Bylaw. From an agricultural perspective, the Ministry offers the following comments:

Subsection 9.1.1 – Permitted Uses of Land, Buildings and Structures

*Processing of the farm products of another farm located within the Salt Spring Island Local Trust Area.
Information Note: This use requires the written permission of the Agricultural Land Commission*

Ministry Comment: As per section 11(2) of the Agricultural Land Reserve Use Regulation (the 'Regulation'), farmers are able to process farm products grown on other farms, without approval from the Agricultural Land Commission, provided that at least 50% of the farm product that they process is produced on their ALR property. Ministry staff suggest amending this part of the Bylaw to be consistent with the Regulation.

Commercial guest accommodation in a campground on agricultural land classified as a farm under the Assessment Act, subject to Schedule "F"

Ministry Comment: As per section 33 of the Regulation, campsites/campgrounds are only permitted as agri-tourism accommodation. Further, an ALR landowner is only permitted to conduct an agri-tourism accommodation operation in relation to an agri-tourism activity (as

defined in section 12 of the Regulation) occurring on their ALR property. As such, Ministry staff suggest requiring that commercial guest accommodation in a campground only be permitted on properties in the ALR/the A1 zone, if they are consistent with section 33 of the Regulation.

Subsection 9.1.2 – Siting and Density of Permitted Uses, Buildings and Structures

Maximum number of campsites per ha in a campground on any lot – 10

Maximum number of bedrooms used in a bed and breakfast home-based business and campsites on any lot – 10

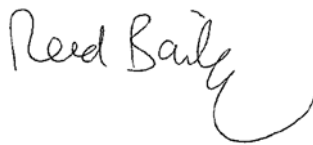
Ministry Comment: Similar to the Ministry’s aforementioned comment associated with commercial guest accommodation, campsites/campgrounds are only permitted as agri-tourism accommodation and as such, Ministry staff suggest requiring that campsites only be permitted on properties in the ALR/the A1 zone, if they are consistent with section 33 of the Regulation.

Further, given that a maximum of 10 campsites is permitted on any lot and that a maximum of 10 campsites per ha is permitted on any lot, it appears that the Bylaw requires that the 10 campsites must be located within a one ha area on each lot. The Ministry has no objection to this portion of the bylaw as written and simply wanted to bring this to the attention of Islands Trust staff in the event that the one ha campsite restriction was not the intended outcome of this portion of the Bylaw.

Please contact Ministry staff if you have any questions regarding the above comments.

Thank you for the opportunity to provide comments from an agricultural perspective with respect to this file.

Sincerely,



Reed Bailey
Land Use Planner
778-698-3455
Reed.Bailey@gov.bc.ca



Doug Pepper, P.Ag.
Regional Agrologist
250-737-2417
Doug.Pepper@gov.bc.ca

cc: Shannon Lambie, Regional Planner – Agricultural Land Commission

From: Shayla Burnham <sburnham@crd.bc.ca>

Sent: Monday, January 17, 2022 10:21 AM

To: SSIInfo <ssiinfo@islandstrust.bc.ca>

Subject: RE: Referral of Salt Spring Island Local Trust Committee Proposed Bylaw No. 526 - Farm Housing

Hi all,

On behalf of Karla Campbell, CRD SSI Senior Manager, please note our interests unaffected.

Thank you,

Shayla Burnham | Committee Clerk

Salt Spring Island Parks and Recreation | Capital Regional District

108-121 McPhillips Road, Salt Spring Island, BC, V8K 2T6

T: 250.538-4304 | E: sburnham@crd.bc.ca



BYLAW REFERRAL FORM RESPONSE SUMMARY

Approval Recommended for Reasons Outlined Below

Approval Recommended Subject to Conditions Outlined Below

Interests Unaffected by Bylaw

Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
(Island)

Emily Dixon
(Signature)

January 17, 2022

(Date)

526

(Bylaw Number)

Planner II (Community Planning)

(Title)

Cowichan Valley Regional District

(Agency)

From: Lambie, Shannon ALC:EX <Shannon.Lambie@gov.bc.ca>
Sent: Friday, January 21, 2022 3:03 PM
To: SSInfo
Cc: Bailey, Reed AFF:EX
Subject: 46802m1 - Bylaw No. 526, A Bylaw to Amend Salt Spring Island Land Use Bylaw No. 355, 1999
Attachments: 46802m1 ALC Response - Bylaw No. 526, A Bylaw to Amend Salt Spring Island Land Use Bylaw No. 355, 1999.pdf

Good afternoon,

Please find attached the Agricultural Land Commission's response with respect to Bylaw No. 526, A Bylaw to Amend Salt Spring Island Land Use Bylaw No. 355, 1999.

The ALC strives to provide a detailed response to all bylaw referrals affecting the ALR; however, you are advised that the lack of a specific response by the ALC to any draft bylaw provisions cannot in any way be construed as confirmation regarding the consistency of the submission with the ALCA, the Regulations, or any Orders of the Commission.

If you have any questions, please do not hesitate to contact me.

Sincerely,
Shannon

Shannon Lambie

Island and South Coast Regional Planner | Agricultural Land Commission
201-4940 Canada Way, Burnaby, BC, V5G 4K6 | T 236-468-2026 (**NEW**)
shannon.lambie@gov.bc.ca | www.alc.gov.bc.ca



Agricultural Land Commission
201 – 4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000 | Fax: 604 660-7033

January 21, 2022

Reply to the attention of Shannon Lambie
ALC Planning Review: 46802

Geordie Gordon and Kristine Mayes
Planners, Islands Trust
ssiinfo@islandstrust.bc.ca

DELIVERED ELECTRONICALLY

Re: Bylaw No. 526, A Bylaw to Amend Salt Spring Island Land Use Bylaw No. 355, 1999

Thank you for forwarding a draft copy of Bylaw No. 526 (the “Bylaw”) for review and comment by the Agricultural Land Commission (ALC). The following comments are provided to help ensure that the Bylaw is consistent with the purposes of the *ALC Act*, the Agricultural Land Reserve (ALR) General Regulation, the ALR Use Regulation, and any decisions of the ALC.

The Bylaw is an amending bylaw, updating Salt Spring Island Land Use Bylaw No. 355, 1999. ALC staff thank Islands Trust for the opportunity to review the Bylaw and provide the following comments for consideration.

2.1 Replacing the table under *Subsection 9.1.1 – Permitted Uses of Land, Buildings and Structures* – with the following:

Principle Uses, Buildings and Structures

Agriculture, farm buildings, and structures

By definition, “agriculture” includes the processing, storage, sale of farm products produced on the same lot, or on another lot that is part of the same farm business.

ALC Staff Response:

ALC staff provide the following suggested edits: By definition, “agriculture” includes the processing, storage, **and** sale of farm products produced on ~~the same lot, or on another lot that is part of the same farm business~~ **that agricultural land or by an association to which the owner of the agricultural land belongs.**

Accessory Uses

One additional dwelling unit, provided that the existing *single-family dwelling* is 500 square metres in floor area or less and is consistent with Agricultural Land Reserve Use Regulation, B.C. Reg. 30/2019 or any legislation which may be enacted in substitution, that is:

- a) a pre-existing dwelling unit constructed before February 22, 2019, or
- b) a mobile home for immediate family constructed between July 4, 2019 and December 31, 2021, or
- c) a farmworkers' dwelling unit not exceeding 90 square metres in floor area on agricultural land classified as a farm under the Assessment Act, or
- d) a full-time rental cottage subject to Section 3.15, or
- e) a secondary suite subject to Section 3.16, or
- f) on a lot greater than 40 hectares in area, a dwelling unit not exceeding 186 square metres in floor area.

ALC Staff Response:

a) ALC staff do not object to a) above, however ALC staff note that there is no right to replacement for any grandfathered structures if they are destroyed more than 75%.

b) The provision for a manufactured home for family members has been removed as of December 31, 2021. Existing manufactured homes on a property are no longer limited to use only by family members, however they must stay the same size and footprint. Additionally, if all permits and necessary authorizations were in place prior to December 31, 2021, the placement of the manufactured home can occur after the December 31, 2021 deadline. If the permits expire, they may not be renewed.

c) ALC staff do not object to this.

d) A full time rental cottage is described in s. 3.15 as 2 "A full-time rental cottage may not exceed 56 square metres in floor area on a lot less than 2 hectares in area, or 90 square metres in floor area on lots with an area 2 hectares or greater. Because of this, ALC staff do not object.

e) S 31 of the ALR Use Regulation permits secondary suites within the Principal residence. There is no provision for a secondary suite in the additional residential dwelling unit.

f) ALC staff do not object to this.

Processing of the farm products of another farm located within the Salt Spring Island Local Trust Area. *Information Note: This use requires the written permission of the Agricultural*

ALC Staff Response: The use of agricultural land for storing, packing, preparing and processing farm products is designated as a farm use and may not be prohibited as described in section 4 if at least 50% of the farm product is (a) produced either on that agricultural land or by an association to which the owner of the agricultural land belongs, or (b) feed required for farm use on that agricultural land. With this in mind, it is possible that a farm on Salt Spring could allocate up to 50% of their overall processing capability to another farm. If a property was unable to meet the 50% threshold using their own products or if the farm intended to process more than 50% of farm products that **were not** produced on that agricultural land or by an association to which the owner of the agricultural land belongs, then a Non-Farm Use application would be required. The ALC generally does not issue letters when a proponent is engaged in an activity that is consistent with the ALC Act and its regulations.

Sale of the farm products of another farm, provided that the floor area used for the storage and display of the products from another farm may not exceed 5 square metres or one third of the total floor area on a lot that is occupied by farm product storage and display.

ALC Staff Response:

The use of agricultural land for conducting farm retail sales is designated as a farm use and may not be prohibited as described in section 4 if (a) all of the farm products offered for sale are produced on that agricultural land, or (b) the area used for all retail sales meets both of the following conditions: (i) the total area, both indoors and outdoors, does not exceed 300 m²; (ii) at least 50% of that area is limited to the sale of farm products produced either on that agricultural land or by an association to which the owner of the agricultural land belongs. With this in mind, ALC staff suggest the following edits:

Sale of the farm products of another farm, provided that the floor area used for the storage and display of the products from another farm may not exceed 5 square metres (minimum building size of at least 10 square meters, with at least 50% allocated to farm products produced on that agricultural land) or one third of the total floor area (up to 300 square meters) on a lot that is occupied by farm product storage and display.

Home-based business use subject to Section 3.13

ALC Staff Response:

ALC staff do not object to this.

Commercial guest accommodation in a campground on agricultural land classified as a farm under the Assessment Act, subject to Schedule "F".

ALC Staff Response:

Section 33 of the ALR Use Regulation permits up to 10 sleeping units (such as a campsite) in relation to an agri-tourism activity if the following conditions are met: (a) the accommodation is located on agricultural land that is classified as a farm under the Assessment Act; (b) the total developed area for structures, landscaping and access for the accommodation is less than 5% of any parcel; (c) the accommodation is limited to 10 sleeping units in total, including bedrooms under section 34 [tourist accommodation]; (d) accommodation is provided on a seasonal or short-term basis only. With this in mind, ALC staff have identified some potential areas of inconsistency in Schedule F. In Particular, *"A campground with more than 5 campsites must have space for recreational areas such as playgrounds, parks, or a sports and games area to serve the campground. The recreational area is not to be less than five percent of the total area of the campsites, exclusive of buffer areas, parking areas, ancillary buildings, campsites, driveways and storage areas."* ALC staff advise that these uses require a Non-Farm Use application.

2.2 By replacing the table under Subsection 9.1.2 – Siting and Density of Permitted Uses, Buildings and Structures – with the following:

Siting and Density of Permitted Uses, Buildings and Structures

Lot Coverage

Maximum combined lot coverage of all buildings and structures, excluding greenhouses (35 per cent)

ALC Staff Response:

ALC staff do not object to this.

Maximum combined lot coverage of all buildings and structures, including greenhouses (75 per cent)

ALC Staff Response:

ALC staff do not object to this.

Maximum lot coverage of all campsites, buildings and structures in a campground (5%)

ALC Staff Response:

Please note that soil or fill required to facilitate agritourism accommodation requires a Notice of Intent to the Commission.

Number of Units and Site Area

Maximum number of campsites per ha in a campground on any lot – 10

ALC Staff Response:

The maximum number of sleeping units permitted for properties in the ALR is 10 in total, not per ha.

Maximum number of bedrooms used in a bed and breakfast home-based business and campsites on any lot - 10

ALC Staff Response:

A total of 10 sleeping units is permitted for agritourism accommodation. This includes up to 4 sleeping units which are permitted in the principal residence as part of a Bed and Breakfast.

Minimum rear lot line setback (metres) for buildings, structures and uses that are not listed in Subsections 4.3.4 through 4.3.9 – 4.5 meters

ALC Staff Response:

ALC staff do not object to this.

2.3 “By replacing Section 3.17 – Dwellings on Large Farms – with the following:

3.17 Despite other provisions of this bylaw, where *agriculture is a permitted principal use* on a lot not in an Agricultural zone, and complies with Section 3.5 and the Subdivision and Servicing Requirements of Part 9 of this Bylaw, additional farmworkers’ dwelling units not exceeding 186 square meters corresponding to the subdivision potential of a lot may be constructed and occupied where a lot is classified as a farm under the Assessment Act if the owner grants to the Salt Spring Island Local Trust Committee a covenant under the Land Title Act restricting use of the farmworkers’ dwelling units and prohibiting further subdivision of the lot.

Information Note: Applications should be consistent with the guidelines in H.2.1.3 of the Salt Spring Island Official Community Plan.”

ALC Staff Response:

ALC staff are slightly unclear on this and request further clarification.

The ALC strives to provide a detailed response to all referrals affecting the ALR; however, you are advised that the lack of a specific response by the ALC to any draft provisions cannot in any way be construed as confirmation regarding the consistency of the submission with the ALCA, the Regulations, or any decisions of the Commission.

This response does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

If you have any questions about the above comments, please contact the undersigned at 236-468-2026 or by e-mail (shannon.lambie@gov.bc.ca).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

A handwritten signature in black ink that reads "S. Lambie". The signature is written in a cursive, flowing style.

Shannon Lambie, Regional Planner

CC: Ministry of Agriculture – Attention: Reed Bailey (reed.bailey@gov.bc.ca)

46802m1

BYLAW REFERRAL FORM RESPONSE SUMMARY

Approval Recommended for Reasons Outlined Below

Approval Recommended Subject to Conditions Outlined Below

Interests Unaffected by Bylaw

Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area

(Island)

J. Chonk

(Signature)

January 27, 2022

(Date)

526

(Bylaw Number)

Jas Chonk, Legislative Clerk

(Title)

North Pender Island Local Trust Committee

(Agency)