



AGENDA

SALT SPRING ISLAND HOUSING ACTION PROGRAM TASK FORCE

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

- 1. AGENDA** **5:00 - 5:05**
 - 1.1. Approval of Agenda
- 2. ADMINISTRATIVE UPDATE** **5:05 – 5:10**
 - 2.1. Housing Action Program Task Force Resolutions – For Information Page 2
- 3. OTHER BUSINESS** **5:10 – 7:00**
 - 3.1. Updates to LTC through Chair’s monthly reporting
 - 3.2. Tiny Homes project update - Maikan
 - 3.3. Housing Spectrum - definition of Affordable Housing Page 7
 - 3.4. Ganges Village plan - feedback to delegates ahead of workshop
 - 3.5. Matrix - identifying and defining main ideas
- 4. ADJOURNMENT**

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 possibilites 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 resolutuion 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

D.9 DEFINITIONS

accretion shoreforms	natural landforms along a shoreline created by the gradual deposit of solid materials by water.
affordable housing	describes rental or owned housing that can be acquired with 30 per cent of the median gross income of families or individuals on Salt Spring Island.
agricultural land	as used in the objectives and policies in B.6.2 of this plan, refers to land that is designated 'Agriculture' on Map 1 and may include land in the Agricultural Land Reserve, land in an Agricultural zone and land that is classified as a farm under the <i>Assessment Act</i> .
agri-tourism	tourist activity, service or facility accessory to land that is classified as a farm under the <i>Assessment Act</i> .
bed and breakfast	a tourist accommodation use operated as a <i>home-based business</i> and providing overnight accommodation and a morning meal in an owner-occupied dwelling unit.
breakwater	a protective structure usually built offshore to protect harbour areas, moorage, navigation or beaches from wave action. <i>Breakwaters</i> may be fixed, open pile or floating.
bulkhead	a wall usually constructed parallel to the shore with the primary purpose to contain and prevent the loss of soil caused by erosion or wave action.
building	any structure having a roof or cover supported by columns or walls and intended for the shelter, housing, or enclosure of any individual, animals, process, equipment, goods or materials of any kind.
conservation	actions, legislation or institutional arrangements that lead to the protection or preservation of a given species, group of species, habitat, natural area, or property or areas of human heritage value or character.
dock	a structure abutting the shoreline that floats on the water and is used as a landing or moorage place for commercial or pleasure craft.
environmentally sensitive area	places that have special environmental attributes worthy of retention or special care. These areas are critical to the maintenance of productive and diverse plant and wildlife populations. Examples include rare ecosystems, habitats for species at risk and areas that are easily disturbed by human activities. Some of these <i>environmentally sensitive areas</i> are home to species which are nationally or provincially significant, others are important in a more local context. They range in size from small patches to extensive landscape features, and can include rare and common habitats, plants and animals.
excavation	removal by machine of soil, rock, minerals, or organic substances (other than vegetation) from water or land.
floor area, gross	the sum of the gross horizontal areas of the several floors or a <i>building</i> or structure from the exterior face of exterior walls, or from the centreline of a wall separating two <i>buildings</i> where the floor to ceiling height is 1.8 m or more; including basements, stairwells, attic space, garages and enclosed porches.
floor space ratio	the <i>gross floor area</i> of all <i>buildings</i> and structures on a parcel divided by the total parcel area.