

DATE OF MEETING: January 29, 2026
TO: Saturna Island Local Trust Committee
FROM: Brad Smith, Acting Regional Planning Manager
Southern Team
COPY: Robert Kojima, Regional Planning Manager
SUBJECT: Minor Housing Amendments Review Project – BL No. 143

RECOMMENDATIONS

1. That the Saturna Island Local Trust Committee Bylaw No. 143, cited as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2024” be read a first time.
2. That the Saturna Island Local Trust Committee Bylaw No. 143, cited as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2024” be read a second time.
3. That the Saturna Island Local Trust Committee Bylaw No. 143, cited as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2024” be read a third time.
4. That the Saturna Island Local Trust Committee proposed Bylaw No. 143 be forwarded to the Secretary of the Islands Trust for Executive Committee Approval.

REPORT SUMMARY

The purpose of this staff report is to seek direction from the Saturna Island Local Trust Committee (LTC) on draft Bylaw No. 143.

The recommendations above are supported as:

- Draft Bylaw No. 143 is not contrary to or at variance with the Islands Trust Policy Statement;
- The amendments are relatively minor and public engagement and referral responses have indicated no significant concerns or issues;
- Section 464 (2) of the *Local Government Act* states that a public hearing is not required where there are no OCP changes and the LUB amendments are consistent with the OCP; and,
- All amendments in the Islands Trust Area require Executive Committee approval prior to consideration of adoption.

BACKGROUND

The LTC has been working on the Minor Housing Amendments Review Project since May 2023. Initially the project scope included:

- 1) Reviewing Schedule C of the LUB and assessing establishment of cistern requirements across the Local Trust Area (LTA);
- 2) Reviewing Schedule E for secondary suites and update with new provincial saltwater intrusion mapping;
- 3) Reviewing Multiple Family Residential (MFR) zoning restrictions and associated OCP policies.

At the April 24, 2025 meeting, the LTC decided to not amend the current bylaw to require cisterns across the entire LTA or to pursue changes to MFR zoning at this time, and to only focus on proposed amendments to the secondary suite mapping and minor changes to minimum cistern volumes and definitions.

With statutory notice of first reading now complete, staff are bringing draft Bylaw No. 143 back to the LTC for consideration of next steps.

ANALYSIS

Bylaw No 143

Adoption of draft Bylaw No. 143 would result in the following changes to the Saturna Island Land Use Bylaw No. 119 (LUB):

- 1) References to 'rainwater' would be amended to 'freshwater' with a definition of freshwater added;
- 2) Minimum cistern capacity would be amended from the current 21,820 litres to 18,000 litres to align with industry standards;
- 3) Areas where secondary suites are permitted would be expanded to include 61 additional properties where updated saltwater intrusion data moves them from the moderate or higher risk category to moderately low or lower risk. This is reflected in a new Schedule E map that shows these parcels no longer cross-hatched and thus permitted to have a secondary suite.

Draft Bylaw No. 143 is included as Attachment 1.

Islands Trust Policy Statement

At the July 24, 2025 meeting, the LTC passed a resolution that determined that Bylaw No. 143 is not contrary to or at variance with the Islands Trust Policy Statement.

Official Community Plan

The proposed amendments are consistent with or not in conflict with the policies of the OCP, including natural environment, residential and water supply policies.

Issues and Opportunities

184 East Point Road

Through consultation with the property owner and CRD staff, 184 East Point Road has been confirmed to be serviced by the Lyall Harbour-Boot Cove water system and thus is permitted to have a secondary suite. The Schedule E map has been updated to reflect this change. CRD is also updating their map layer to include the parcel in the water service area.

Figure 1. Updated Schedule E map now showing 184 East Point permitting secondary suites



Consultation

Statutory Requirements

In this case, as there are no OCP changes and the LUB amendments are consistent with the OCP, the LTC passed a resolution at the July 24, 2025 meeting to not hold a public hearing and directed staff to give notice of first reading at the October 23, 2025 meeting (Attachment 2).

Rationale for Recommendation

The recommendations on page 1 are supported as:

- Draft Bylaw No. 143 is not contrary to or at variance with the Islands Trust Policy Statement;
- The amendments are relatively minor and public engagement and referral responses have indicated no significant concerns or issues;
- Section 464 (2) of the *Local Government Act* states that a public hearing is not required where there are no OCP changes and the LUB amendments are consistent with the OCP; and,
- All amendments in the Islands Trust Area require Executive Committee approval prior to consideration of adoption.

ALTERNATIVES

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

1. Request further information

The LTC may request further information prior to making a decision. Recommended wording for the resolution is as follows:

That the Saturna Island Local Trust Committee request that...

2. Not Proceed with the Project

The LTC may decide to not proceed any further with the project.

3. Receive for information

The LTC may receive the report for information.

NEXT STEPS

With direction from LTC, staff will send Bylaw No. 143 to Executive Committee for approval prior to consideration of final adoption by the LTC.

Submitted By:	Brad Smith, Acting Regional Planning Manager	October 2, 2025
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ATTACHMENTS

1. Draft Bylaw No. 143
2. Notice of First Reading

DRAFT

SATURNA ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 143

A BYLAW TO AMEND SATURNA ISLAND LAND USE BYLAW NO. 119, 2018

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

1. Citation

This bylaw may be cited for all purposes as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2024”.

2. Saturna Island Local Trust Committee Bylaw No. 119, cited as “Saturna Island Land Use Bylaw No. 119, 2018,” is amended as follows:

2.1 Section 2.17 – Water Storage, is amended by:

- i) replacing the word “rainwater” with the word “freshwater”
- ii) replacing the minimum cistern capacity reference of “21820 litres (4800 gallons)” with “18,000 litres (3960 gallons)”

2.2 Section 2.18 – Secondary Suites, Subsection 2.18.5 is amended by deleting the words “as having moderate to high aquifer vulnerability depicted”.

2.3 Section 15.1, Subsection 15.1.13 “floor area” is amended by replacing the word “rainwater” with the word “freshwater”.

2.4 Schedule “E” – Secondary Suites Map, is deleted in its entirety and replaced by Schedule “E” - Secondary Suites Map dated October 2, 2025, attached to and forming part of this bylaw.

2.5 Part 15 Interpretation, Definitions, is amended by adding as subsection 15.1.14 the words “ “Freshwater” means water with a total dissolved salt content of $\leq 1,000$ ppm (1 g/L, 1‰) and includes surface and groundwater resources” and renumbering subsequent subsections accordingly.

3. SEVERABILITY

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

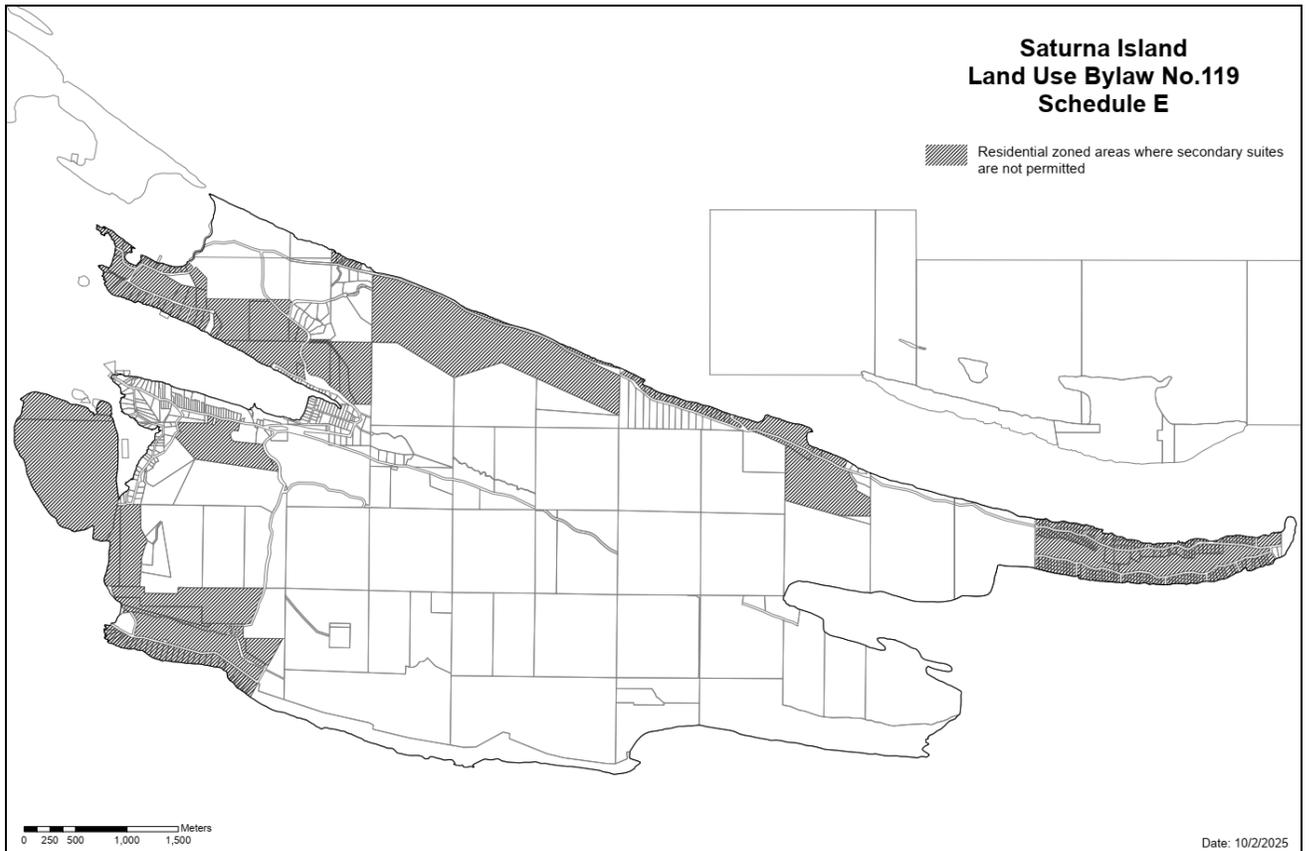
READ A FIRST TIME THIS	_____	DAY OF	_____	20____
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	20____
READ A SECOND TIME THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

**SATURNA ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 143**

Schedule E - Secondary Suites Map





Saturna Island Local Trust Committee
NOTICE OF FIRST READING
Draft Bylaw No. 143
Minor Housing Amendments Review Project

NOTICE is hereby given pursuant to Section 467 of the *Local Government Act* that the Saturna Island Local Trust Committee will consider first reading of Draft Bylaw No. 143, cited as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2024” at its Regular Business Meeting scheduled at 11:00 a.m., Thursday, January 29, 2026, to be held at the Saturna Recreation and Cultural Centre, 104 Harris Road, Saturna Island.

What is Draft Bylaw No. 143 about?

Draft Bylaw No. 143 will, if adopted, amend Schedule E (Secondary Suites) of the Saturna Island Land Use Bylaw No. 119, 2018 to include 61 additional properties that would now be permitted to have a secondary suite based on updated provincial saltwater intrusion data. Water cistern minimum volume requirements are also being updated to be consistent with industry standards for cistern tank sizes, and a definition of freshwater is being added to reflect that cistern water storage can include both surface and groundwater resources.

The Local Trust Committee is not holding a public hearing for this bylaw under the authority granted in Section 464(2) of the *Local Government Act* that states that a local government may decide not to hold a public hearing on a draft bylaw if an Official Community Plan is in effect for the area that is subject to a draft zoning bylaw, and the draft bylaw is consistent with the plan. Draft Bylaw No. 143 is consistent with the Saturna Island Official Community Plan Bylaw No. 70.

How Do I Get More Information?

A copy of the draft bylaw may be viewed at the **Islands Trust Office, 200-1627 Fort Street, Victoria, BC**, or on the Islands Trust [website](#) commencing Friday, January 16, 2026 and ending Wednesday, January 28, 2026 during regular business hours (8:30 am – 4:30 pm).

Enquiries or Written Comments may be directed to **Brad Smith**, Island Planner by email bsmith@islandstrust.bc.ca, or phone at 250-405-5194. For toll-free access, request a transfer to the above telephone number via Service BC: in Vancouver at 604-660-2421 and elsewhere in BC at 1-800-663-7867. Written submissions must be received at the Islands Trust Victoria Office via email to vicphsub@islandstrust.bc.ca or Mail or Drop Off: Islands Trust, 200-1627 Fort Street, Victoria, BC, V8R 1H8, no later than 4:30 p.m., Wednesday, January 28, 2026.

Jas Chonk, Deputy Secretary