



ELECTORAL AREA SERVICES COMMITTEE

Thursday, April 20, 2023

TO BE HELD

IN THE BOARDROOM OF THE SUNSHINE COAST
REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.
AGENDA

CALL TO ORDER 9:30 a.m.

AGENDA

1. Adoption of Agenda

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PRESENTATIONS AND DELEGATIONS

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(12820 Alexander Road) – Electoral Area A
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3. Agricultural Land Commission Referral Application 66833
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4. Dan Bosch Park and Katherine Lake Park Proposed
Enhancement Project Update
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Report
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COMMUNICATIONS**NEW BUSINESS****IN CAMERA****ADJOURNMENT**

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Electoral Area Services Committee – April 20, 2023**AUTHOR:** Nick Copes, Planner II**SUBJECT:** Development Variance Permit DVP00084 (12820 Alexander Road)

RECOMMENDATIONS

- (1) THAT the report titled Development Variance Permit DVP00084 (12820 Alexander Road) be received for information;
- (2) AND THAT Development Variance Permit DVP00084 (12820 Alexander Road) be approved.
-

On March 23, 2023, the SCRD Board adopted the following resolution:

060/23 **Recommendation No. 2** *Development Variance Permit DVP00084 (12820 Alexander Road)*

THAT the report titled Development Variance Permit DVP00084 (12820 Alexander Road) be received for information;

AND THAT the Development Variance Permit DVP00084 application be referred to the Electoral Area A Advisory Planning Commission meeting for consideration and comment.

Staff referred the application to the March 29, 2023 Egmont/Pender Harbour (Area A) Advisory Planning Commission (APC).

The Area A APC recommended that DVP00084 be approved.

The previously-received report (March 16, 2023) to the Electoral Area Services Committee is attached for reference.

Staff recommend that the variance be approved.

ATTACHMENTS

Attachment 1 – March 16, 2023 EAS Staff report “Development Variance Permit DVP00084 (12820 Alexander Road)”

Reviewed by:			
Manager	X – J. Jackson	Finance	
GM	X – I. Hall	Legislative	
CAO	X – D. McKinley	Risk/Purchasing	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Electoral Area Services Committee – March 16, 2023

AUTHOR: Nick Copes, Planner II

SUBJECT: Development Variance Permit DVP00084 (12820 Alexander Road)

RECOMMENDATION

- (1) **THAT the report titled Development Variance Permit DVP00084 (12820 Alexander Road) be received for information;**
 - (2) **AND THAT Development Variance Permit DVP00084 to vary Zoning Bylaw 337, Section 611.4 (d) to reduce the setback for a covered deck structure adjacent to an exterior side parcel line from 4.5 m to 1.755 m for the deck pillar and from 2.5 m to 0.767 m for the overhang at 12820 Alexander Road be issued.**
-

BACKGROUND

The SCRD received a Development Variance Permit application (DVP00084) to reduce the setback for a structure adjacent to an exterior side parcel line from 4.5 m to 1.755 m for the deck pillar and from 2.5 m to 0.767 m for the overhang. This application seeks to permit an existing covered deck built without a permit to remain on the property located at 12820 Alexander Road in Electoral Area A.

The purpose of this report is to present this application to the Electoral Area Services Committee for consideration and decision.

DISCUSSION

Analysis

The property is located at 12820 Alexander Road, zoned R2 and bordered by other R2 properties to the south, the ocean to the east and road allowances to the north and west. The property is approximately 1335 m² and the applicant wishes to retain a recently constructed deck in place. Due to the lot configuration and required setback from the road dedication to the north, the applicant is requesting a variance to accommodate retention of the existing covered deck. The existing structure within the road right of way (shown on aerial photo) will be moved onto the property to a conforming setback.

The proposed development plans are included in Attachment A. Table 1 below provides a summary of the application.

Applicant:	Ryan Miller
Legal Description:	LOT 7 BLOCK 9 DISTRICT LOT 1362 PLAN 12604
PID:	008-840-300
Electoral Area:	Area A
Civic Address:	12820 Alexander Road
Zoning:	R2 (Residential Two)
OCP Land Use:	Residential A
Proposed Use:	To permit retention of an existing deck, as constructed.

Table 1 – Application Summary

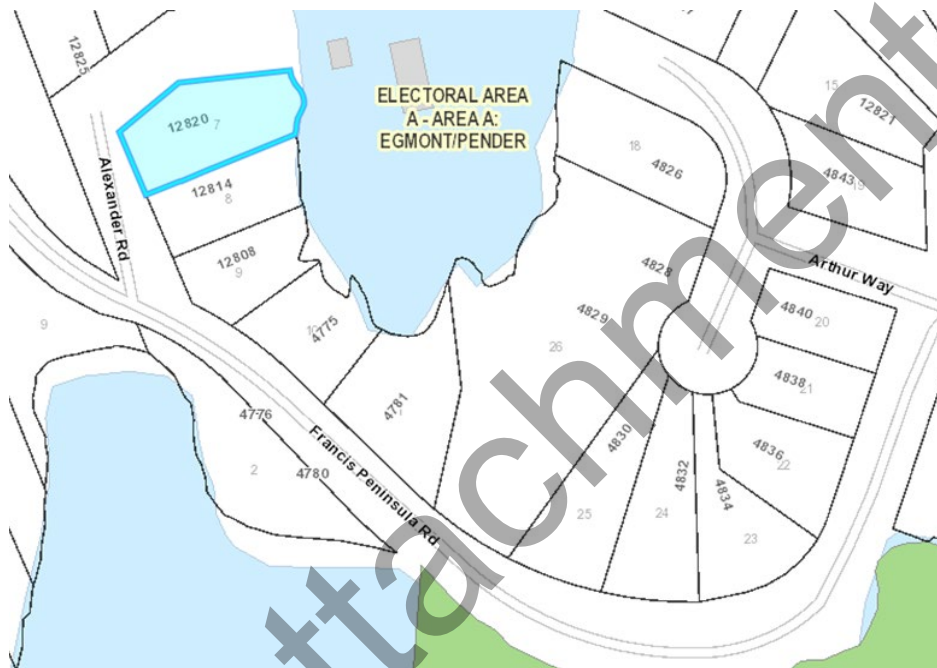


Figure 1 - Location Map



Figure 2: Aerial Photo



Figure 3: Existing Deck, subject of variance proposal

Zoning Bylaw No. 337 Review

Zoning Bylaw No. 337 states the following:

Section 611.4 (d) No structure may be located within 4.5 m of an exterior side parcel line.

Section 514 (2)(a) projections (i.e., eaves) may extend up to 2 m into the setback abutting an exterior side parcel line.

The applicant's proposal does not meet these required setbacks from the exterior side parcel line and corresponding variances are requested through this application.

Consultation

The development variance permit application has been referred to the following agencies for comment:

Referral Agency	Comments
SCRD Building Division	The existing covered deck was constructed without a building permit. As a result, a Stop Work Order was issued by the Building Division. A building permit application has since been received. A variance is required to be approved in advance of the issuance of the building permit.
shíshálh Nation	No comments received at time of report writing.
Pender Harbour Fire Department	No concerns.
Ministry of Transportation and Infrastructure (MOTI)	The applicant has applied for a MOTI setback permit. MOTI is working with the applicant to remediate encroachments prior to proceeding with a setback permit.
Neighbouring Property Owners/Occupiers	Notifications were mailed on February 14, 2023 to owners and occupiers of properties within a 50 m radius of the subject property. Comments received prior to the report review deadline are attached for EAS consideration.

Notifications to surrounding properties were completed in accordance with Section 499 of the *Local Government Act* and the Sunshine Coast Regional District Bylaw No. 522. Comments received are attached to the report. Those who consider their interests affected may attend the Electoral Area Services Committee meeting and speak at the call of the Chair.

The applicant is responsible for ensuring all work undertaken complies with the *Heritage Conservation Act*.

Applicant's Rationale & Planning Analysis

Staff have evaluated this application using SCRd Board policy 13-6410-6 (Development Variance Permits) as criteria. These criteria and the analysis related to the proposal are below.

1. *The variance should not defeat the intent of the bylaw standard or significantly depart from the planning principle or objective intended by the bylaw;*

The intent of the setback for highways (4.5 m) by MOTI is for the purpose of protecting roadway and for the safety and efficiency of highway use. The land designated as roadway and adjacent to the area of the subject lot where variances are requested is an unconstructed portion of road allowance, which extends down a steep wooded embankment and ends at the waterline of Pender Harbour. In this circumstance, the adjacent land is unlikely to be utilized by MOTI for any extension of the existing road, given the steep slope down to the oceanfront. Since the existing covered deck is next to a road allowance the required setback is 4.5 m; however, it is noted that the existing structure's setbacks of 1.755 m (pillar) and 0.767 m (overhang) would meet all setback requirements of a typical building lot's interior side parcel line. Given that the section of the road adjacent to the setback area is undeveloped and likely to remain as such, staff regard the variance reasonably consistent with the intent of the bylaw.

2. The variance should not negatively affect adjacent or nearby properties or public lands;

According to the applicant, the adjacent neighbour next to the roadway is not visible and is located beyond a wooded area within the road allowance. The existing end of the useable roadway at the top of the embankment is 18 m from the portion of the covered deck in question, and is not likely to affect the usability, view or operating efficiency of this roadway. Given that there is no neighbouring parcel immediately beside the location of the deck and the fact that the adjacent road allowance is wooded, staff consider the impact on neighbouring properties to be minimal.

3. The variance should not be considered a precedent, but should be considered as a unique solution to a unique situation or set of circumstances;

The applicant notes the unique shape of the property line of the lot alongside the road allowance, creates a narrower point in the subject property at the location of the deck. The applicant aligned the deck with the existing dwelling for aesthetic reasons, resulting only the corner part encroaching into the setback area. Due to the location of the existing home and the shape of the lot, staff believe the variance can be considered a reasonable solution for this situation.

4. The proposed variance represents the best solution for the proposed development after all other options have been considered.

The applicant has noted there is little practical use as road for the undeveloped road allowance adjacent to the deck, and therefore the proposed reduced setback would allow more usable area on the subject property and accommodate the as-built design and alignment of the deck. Staff consider the variance a reasonable solution compared to other options such as recessing the deck farther into the property or cutting the corner by altering the supporting column of the deck.

5. The variance should not negatively affect the natural site characteristics or environmental qualities of the property.

The applicant completed a geotechnical report on the property confirming the covered deck structure, as built, to be safe and posing no risk to the adjacent road allowance, owned by MOTI. The applicant has additionally noted that they feel the deck compliments the existing home structure well. Staff have received a retroactive development permit application related to retaining the covered deck. Preliminary review of this submission, which includes a geotechnical report, suggests the deck meets the required setback from the ocean and will be safe for its intended use.

Options / Staff Recommendation

Possible options to consider:

Option 1: Issue the permit

This would permit the proposed residential development on the property to proceed with finalizing permits to retain the existing covered deck.

Staff recommend this option.

Option 2: Refer the application to the Area A APC

The APC would discuss the proposed variance in consideration of the Board's DVP policy and provide a recommendation to the EAS. Further notification is not required with this option.

Option 3: Deny the permit

The zoning bylaw regulation would continue to apply, and the covered deck would either be required to be removed or altered to comply with the required setback. The applicant could, as an alternative option, seek relief through the SCRD Board of Variance if a case of hardship was considered valid.

STRATEGIC PLAN AND RELATED POLICIES

N/A

CONCLUSION

The proposed development variance permit would facilitate retention of an existing covered deck, built without a permit. The proposal is the most practical way for the applicant to allow the existing deck to remain. The proposal is reasonable given the site characteristics and shape of the parcel. If approved, the applicant would be required to comply with all relevant permitting processes.

Staff recommend issuing the development variance permit.

ATTACHMENTS

Attachment A – Survey Plan

Attachment B – Comments received

Reviewed by:			
Manager	X – J. Jackson	Finance	
GM	X – I. Hall	Legislative	X – S. Reid
CAO	X – D. McKinley	Senior Planner	X – Y. Siao

[illegible]

Summary of comments received for DVP00084

I wanted to send in an email supporting the proposed variance of the revised deck at 12820 Alexander Road in Madeira Park. I saw what the property looked like prior to the new owners cleaning it up, repairing and changing the deck and the improvements look great. The deck fits nicely on the property. I hope they can continue to complete the project. – Alannah Kedra

I am one of the two owners of the lot next to Ryan Miller's lot at 12820 Alexander Road (we own 12814 Alexander Road). I received the letter from the SCRD regarding the "Statutory Notification for Development Variance Permit #DVP00084)" and both Kevin Hart (other owner of our lot) and I wanted to let you know that we are in full support of the variance in question and these are good improvements to the area/neighbourhood. – Rob Short

I am a neighbour to this property and have noticed the improvements over the last year. I wish more houses in the community did this sort of improvement on their property. The deck is so much better looking than the original one and looks beautiful. I fully support the variance. – Duncan Robertson

This is in response to the request by my neighbor for a variance application for an extension of a deck located at 12820 Alexander Road in Madeira Park. Please note I am the neighbor facing directly across from 12820 Alexander Road in Gerrans Bay. The current owners have done a nice job with the design of the deck. Since the property is on a cliff I feel their deck size is a perfect addition to their home. It really looks great from the bay and a huge improvement over the deck that was originally there. – Michelle

Growth on the Sunshine Coast is now more crucial than ever. With a fast rising population that is contingent on new homeowners willing to put more effort and commitment into their homes on the Sunshine Coast to not only enhance the beauty of our area but to have good exposure to share the growth with more people wishing to move to the coast. – Wolf Kaessler

I am a direct/close neighbor of Ryan and Chris Miller at 12820 Alexander Road. Since purchasing the property in 2021, they have made beautiful improvements to the landscaping, their home and the neighborhood which has had a positive impact on our neighborhood. The deck in question is stunning to look at and does not impede on any views in the neighborhood. The granting of the variance would have no effect on any adjoining properties. I am recommending you grant the variance for the deck on the basis that it is not impeding on any other property or views. Granting the variance will not be materially detrimental to the public welfare or injurious to the property. Ryan and Chris have become wonderful neighbours in our neighborhood. They have been responsible, helpful, friendly, and caring. – Lauri Barker

Here at Coastal Summit Home Renovations, our team has been privileged to be a part of the various projects that the Miller family has been generous enough to utilize our team and family to help grow their vision of a home on the Sunshine coast! Not only have they supported local businesses in the Pender and surrounding area, they have been able to grow the relationships around them on the coast with healthy communication and immense ethics! We implore you to provide any assistance necessary to further not only the growth of a new supporting family, but to please also take into consideration the families the Millers have helped by providing the opportunities. – Nicholas Pellizzari, Coastal Summit Home Renovations LTD

I'm inquiring to provide some necessary feedback to assist The Miller's in their DP Application. The Miller family reached out to us more than two years ago to hopefully assist them in renovating their home. Since then we have established a beautiful relationship to keep growing the vision of the Millers and help them get comfortable on the coast. The neighbours have been extremely beneficial to the support of our company by watching the progress and commenting over the length of the project of how amazing the end product will be. I hope that you can consider their application in good faith that they will continue to support our community and help the growth around them. – Nicholas Pellizzari

Attachment 1

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Electoral Area Services Committee – April 20, 2023

AUTHOR: Alana Wittman, Planner II

SUBJECT: Agricultural Land Commission Referral Application 66833 (SCRD ALR00023)

RECOMMENDATIONS

- (1) THAT the report titled Agricultural Land Commission Referral Application 66833 (SCRD ALR00023) be received for information;
 - (2) AND THAT Agricultural Land Commission Application 66833 for Non-Farm Use be forwarded to the Agricultural Land Commission for review of decision with the following comments:
 - The Sunshine Coast Regional District supports retaining the ALC Farm Home Plate Covenant and supports the proposal to amend the siting of the covenant. The amended siting should be informed by Qualified Environmental Professional analysis per Development Permit Areas on the parcel.
-

BACKGROUND

On March 23, 2023, the SCRD Board passed the following resolution (060/23):

Recommendation No. 5 *Agricultural Land Commission Application 66833 (SCRD ALR00023)*

THAT the report titled Agricultural Land Commission Application 66833 (SCRD ALR00023) be received for information;

AND THAT the Agricultural Land Commission Application 66833 for Non-Farm Use be referred to the Electoral Area F Advisory Planning Commission meeting for consideration and comment.

Staff have attached (Attachment A) the previously received report (March 16, 2023) to the Electoral Area Services Committee for recommendation to the Board.

DISCUSSION

APC Comments

Staff referred the Agricultural Land Commission (ALC) referral application to the West Howe Sound (Area F) Advisory Planning Commission (APC) for review and comment. Below is a summary of the APC comments on the ALC referral application from their meeting on March 28, 2023:

- The APC supports the applicant's request to remove the ALC Farm Home Plate Covenant from the Certificate of Title for the parcel.

- The APC feels the SCRD's Zoning Bylaw and Official Community Plan provide adequate protection of future agricultural use by restricting the quantity and size of dwelling units on the parcel.

Area F APC Minutes are available for review.

Staff Analysis

The APC comments prioritized dwelling location choice for the landowner, who is ultimately seeking separation between the single-unit-dwelling (primary residence) and the farm hand / renter in the auxiliary dwelling unit.

Staff understand the property owner's application rationale for seeking separation between residential dwelling units. SCRD policy direction is to protect future agricultural potential by minimizing residential impacts on ALR parcels. Distributing residential dwelling units across the parcel would result in increased residential land use impacts, such as area for driveway surfaces, parking spaces, yard areas, etc. than if the dwellings were contained in one area of the parcel. A compromise may be to situate an auxiliary dwelling unit on top of a farm building to minimize land impacts, however, siting a dwelling on top of a farm building could limit the potential farm uses of the building in the future.

Staff's recommendation remains to concentrate the residential uses on the property in one area, using the ALC covenant as the tool to protect future agricultural uses per Official Community Plan policies, Agricultural Area Plan, and Regional Sustainability Plan. The ALC covenant does not prevent the applicant from building both a single-unit-dwelling and auxiliary dwelling unit on the parcel as both dwelling units can easily be sited with separation in a 0.2 ha (0.5 acre) area. Staff support relocating the ALC covenant through an amendment in order for the landowner to site their dwellings to fit with their agricultural plan for the parcel.

Options (Amended from Prior Staff Report)

- 1) **Recommended:** Forward the application to the ALC with the comment that based on the information provided, the SCRD supports retaining the ALC Farm Home Plate Covenant and supports the proposal to amend the siting of the covenant. The amended siting should be informed by Qualified Environmental Professional analysis per Development Permit Areas on the parcel. The ALC will review and make a decision. This approach utilizes the mandate and expertise of the ALC.
- 2) Forward the application to the ALC with the comment that based on the information provided, the SCRD supports the amendment or removal of the Farm Home Plate Covenant. The ALC will review and make a decision. This approach utilizes the mandate and expertise of the ALC.
- 3) Deny the application. This is an option available to SCRD and would terminate the ALC application. Staff do not recommend this option.

STRATEGIC PLAN AND RELATED POLICIES

Increase intergovernmental collaboration – the SCRD and ALC have a shared mandate in ensuring compliance with land use bylaws and regulations on this parcel.

CONCLUSION

The SCRD received a referral from the Agricultural Land Commission (ALC) regarding an application seeking approval to remove or amend a covenant at 2005 Port Mellon Highway in Area F (West Howe Sound). The covenant identifies a 0.2 hectare (ha) farm home plate where non-farm use can occur, including residential development. The covenant provides stronger protection of future agricultural capability than SCRD Zoning Bylaw 722 by restricting residential development to a 0.2 ha area. Staff recommend forwarding the application to the ALC for decision. This approach utilizes the mandate and expertise of the ALC and responds to the lack of equivalent farm home plate regulation in SCRD bylaws.

ATTACHMENTS

Attachment 1 - March 16, 2023, EAS Staff Report

Reviewed by:			
Manager	X – J. Jackson	Finance	
GM	X – I. Hall	Legislative	
CAO	X – D. McKinley	Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Electoral Area Services Committee – March 16, 2023

AUTHOR: Alana Wittman, Planner I

SUBJECT: Agricultural Land Commission Application 66833 (SCRD ALR00023)

RECOMMENDATION(S)

- (1) **THAT the report titled Agricultural Land Commission Application 66833 (SCRD ALR00023) be received for information;**
- (2) **AND THAT Agricultural Land Commission Application 66833 for Non-Farm Use be forwarded to the Agricultural Land Commission for review of decision with the following comments:**

The Sunshine Coast Regional District supports retaining the Farm Home Plate Covenant and supports the proposal to amend the siting of the Farm Home Plate Covenant. The amended siting should be informed by Qualified Environmental Professional analysis as per Development Permit Areas on the parcel.

BACKGROUND

SCRD has received a referral from the Agricultural Land Commission (ALC) regarding an application seeking approval to remove or amend the farm home plate covenant at 2005 Port Mellon Highway in Area F (West Howe Sound). The covenant identifies a 0.2 hectare (ha) Farm Home Plate where non-farm use can occur. The home plate covenant was established as a condition of subdivision in 2020.

The referral review process for ALC files requires the following steps:

- local government is the first agency to review the ALC application
- the application is reviewed as it relates to local policy and regulation
- local government has the first opportunity to decide if the application is supported or denied
- if local government does not support the application, the process ends
- if a resolution is forwarded to ALC, the application process proceeds to ALC review for decision

The purpose of this report is to provide information about the Non-Farm Use ALC application 66833 for the Electoral Areas Services Committee to consider and make a recommendation.

Discussion

Analysis – Application Review and Applicant Rationale:

The 7.54 ha parcel located at 2005 Port Mellon Highway is within the Agricultural Land Reserve (ALR). The parcel was created in 2020 when the 54 ha parent parcel subdivided the ALR portion of the parcel (22.6 ha) into three new legal lots. The ALC approved the subdivision subject to seven conditions which seek to encourage farming and not negatively impact the

integrity and agricultural utility of the parcel for farm use. One of the ALC conditions of subdivision was registering a farm home plate covenant on each of the proposed lots for the purpose of restricting residential use, including the principal residence and any accessory residential uses, to the 0.2 ha area on each of the proposed lots.

The applicant has applied to remove or amend the farm home plate covenant on their parcel to allow them to build their principal residence outside of the 0.2 ha covenant area. The applicant submits their intention is to build the primary residence approximately 30 metres (m) outside of the covenant area and build an auxiliary dwelling unit in a different part of the parcel to house a farm hand or volunteer farmer (VWOOFer). The applicant submits removing or amending the covenant area would allow them to expand their planned farming area.

No farm use is current taking place on the parcel; however, a high-level description of their farm plan is described in the application. The plan includes establishing a Community Supported Agricultural business, small scale cidery, and clearing land to establish a 0.6 ha vegetable garden and 1.2 ha to 1.6 ha of fruit and nut trees.

Figure 1 – Context Map of 2005 Port Mellon Highway



Table 1 - Application Summary

File number	ALC 66833 (SCRD File ALC00023)
Civic Address	2005 Port Mellon Highway, Gibsons, BC, V0N 1V6
Legal Description	LOT A DISTRICT LOT 1354 GROUP 1 NEW WESTMINSTER DISTRICT PLAN EPP110387
Electoral Area	F, West Howe Sound
Parcel Area	7.54 hectares
OCP Land Use	Agricultural
Land Use Zone	Agriculture (AG)
Application Intent	Remove or amend restrictive covenant (farm home plate covenant) on their parcel which restricts residential use to a 0.2 ha area.

Analysis - Local Policy Review

The Sunshine Coast Regional District (SCRD) does not have a farm home plate regulation that defines where non-farm use buildings, structures, and activities are located. However, SCRD Zoning Bylaw No. 722 includes regulations pertaining to permitted uses, parcel coverage, and number of and size limitations for dwellings on agricultural land which supports the objective to restrict the impact of residential development within the ALR. The protection of future agricultural capability is supported by the SCRD's West Howe Sound Official Community Plan (OCP), Agricultural Area Plan, and Regional Sustainability Plan. Key policy areas are copied below for reference.

Zoning Bylaw No. 722

SCRD Zoning Bylaw 722, Section 7.17, outlines permitted agricultural and non-agricultural uses on parcels zoned Agricultural (AG). The AG zoning provisions were developed in accordance with the *Agricultural Land Reserve Use Regulation* and are aimed at maintaining the land base for agricultural purposes by restricting residential development. Specifically:

- Per Section 7.17.2, no more than one single-unit-dwelling (primary residence) with a maximum floor area of 350m² and one auxiliary dwelling unit with a maximum floor area of 90m² is permitted per AG parcel.
- Per Section 7.17.5, the maximum parcel coverage for residential buildings and structures and their auxiliary uses is 10%.

West Howe Sound Official Community Plan

Section 4 – Agriculture Land Use:

The West Howe Sound Official Community Plan (OCP) designates this parcel as Agricultural. The OCP objectives and policies in Section 4 speak to the preservation of land for present and future food production. Specifically:

- Objective 5: To protect existing and future agricultural activities from potential conflicting non-agricultural uses within the ALR and the Rural Residential designated lands adjacent to the ALR.
- Objective 6: To support the ALC in protecting agricultural lands and opportunities for present and future uses.
- Objective 7: To support creative approaches with respect to on-site density and land uses that encourages the agricultural use of the land within the ALR.
- Policy 1: A suite within a dwelling or a second dwelling, for farm help or family members, subject to approval by the Regional District and ALC under the *Agricultural Land Commission Act*, shall be permitted.

The farm home plate covenant provides stronger protection of OCP objectives and policies than relying on SCRD Zoning Bylaw 722 to restrict residential development on the ALR parcel. Staff note the covenant does not prevent the applicant from building both a single unit dwelling (primary residence) and auxiliary dwelling unit on the parcel as both dwelling units can be sited in a 0.2 ha area.

Section 12 – Development Permit Areas:

The OCP includes Development Permit Areas (DPA), which are areas where special requirements and guidelines for any development or land alternation of the parcel are in effect. DPAs are an opportunity for the SCRD to assess suitable locations on parcels for development and land alternation to occur.

This parcel includes five DPAs and is within Tree Cutting Permit Area A. The DPAs include, DPA 2A (Creek Corridor), 2D (Low Channel Confinement), 3 (Slope Hazard), 4 (Stream and Riparian Assessment Area), and 5 (Aquifer Protection and Stormwater Management). Future development will require development permit approval and should minimize impact to DPAs, the Tree Cutting Permit Area, and agricultural capability.

Should the ALC approve an amendment to the covenant, the amended location should be informed by qualified professionals associated with each DPA.

Agricultural Area Plan

The SCRD Agricultural Area Plan has six strategic goals to enable agriculture on the Sunshine Coast:

1. Protect farms, improve farming opportunities and expand access to land for agriculture
2. Secure a sustainable water supply for the Sunshine Coast
3. Develop a viable Coastal food system
4. Educate and increase awareness of Coastal food and agriculture
5. Advance and promote sustainable agricultural practices
6. Prepare for and adapt to climate change.

Regional Sustainability Plan

The SCRD Regional Sustainability Plan, We Envision, holds a set of nine land use principles to guide future development on the Sunshine Coast. One principle specifically relates to protecting agricultural land for it's intended purpose: "protect and enhance agricultural lands, maintaining a secure and productive land base which conserves habitat, and provides food security and employment."

Options

On the basis of the referral, staff support the application to amend the farm home plate covenant. The proposal, based on the information provided, does not contravene Zoning Bylaw 722, the OCP, Agricultural Area Plan, or Regional Sustainability Plan.

- 1) **Recommended:** Forward the application to the ALC with the comment that based on the information provided, the SCRD supports retaining the farm home plate covenant and supports the proposal to amend the siting of the farm home plate covenant. The amended siting should be informed by Qualified Environmental Professional analysis as per Development Permit Areas on the parcel. The ALC will review and make a decision. This approach utilizes the mandate and expertise of the ALC.
- 2) Deny the application. This is an option available to SCRD and would terminate the application. Staff do not recommend this option.

Timeline for next steps or estimated completion date

SCRD staff will respond to the ALC referral when the Board's direction is established by resolution.

STRATEGIC PLAN AND RELATED POLICIES

Increase intergovernmental collaboration – the SCRD and ALC have a shared mandate in ensuring compliance with land use bylaws and regulations on this parcel.

CONCLUSION

The SCRD received a referral from the Agricultural Land Commission (ALC) regarding an application seeking approval to remove or amend a covenant at 2005 Port Mellon Highway in Area F (West Howe Sound). The covenant identifies a 0.2 hectare (ha) farm home plate where non-farm use can occur, including residential development. The covenant provides stronger protection of future agricultural capability than SCRD Zoning Bylaw 722 by restricting residential development to a 0.2 ha area.

It is recommended to forward the application to the ALC for decision with the comment that based on the information provided, the SCRD supports retaining the farm home plate covenant and supports the proposal to amend the siting of the farm home plate covenant. The amended siting should be informed by Qualified Environmental Professional analysis as per Development Permit Areas on the parcel.

This approach utilizes the mandate and expertise of the ALC and responds to the lack of equivalent farm home plate regulation.

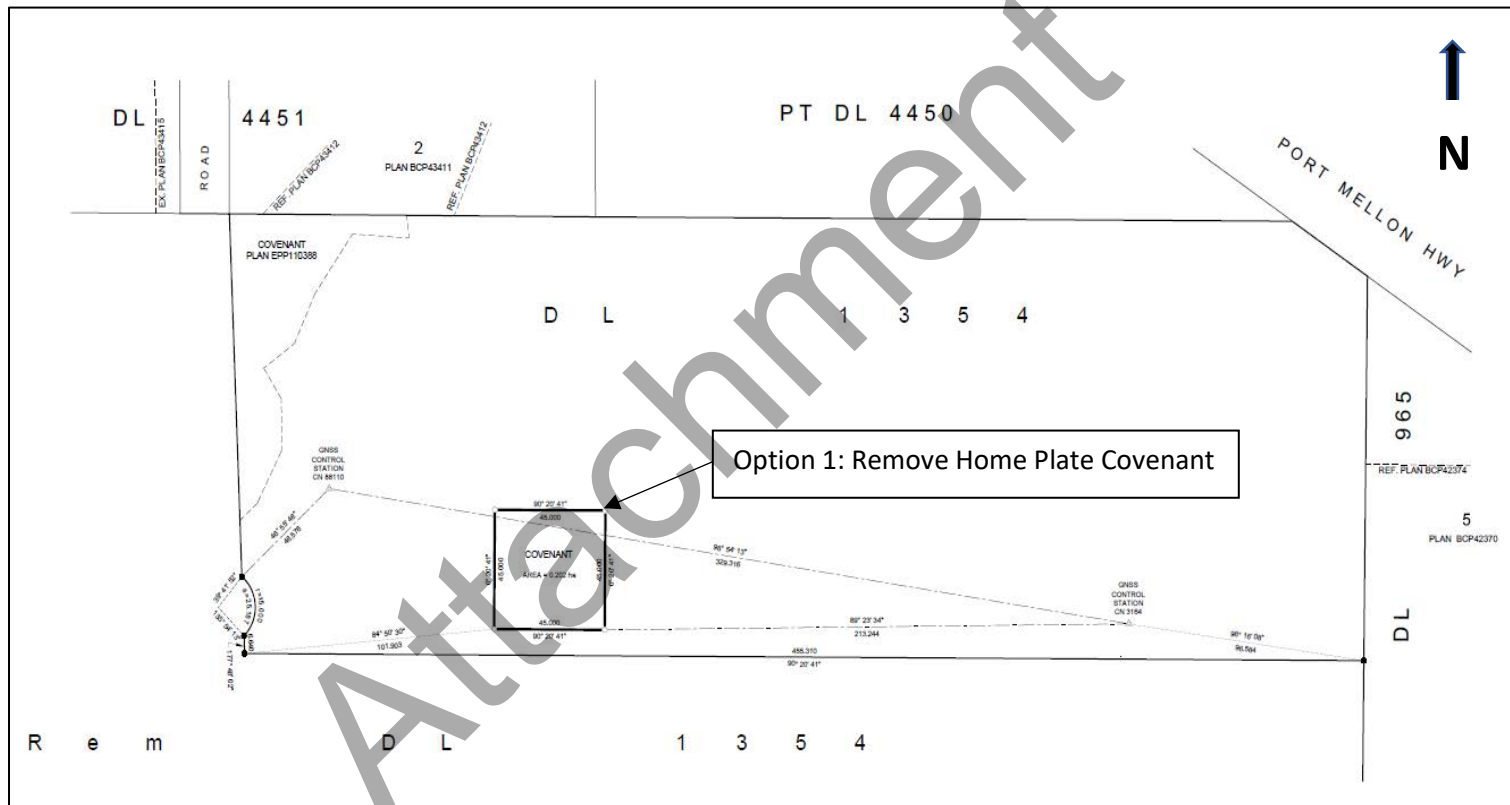
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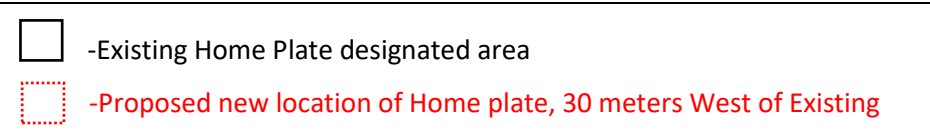
Attachment A – Site Plan
Attachment B – Aerial Photo



Reviewed by:			
Manager	X. – J. Jackson	Finance	
GM	X – I. Hall	Legislative	X – S. Reid
CAO	X – D. McKinley	Other	X. – J. Clark

Home Plate Site Plan with Proposed Options

Option 1: Remove Home Plate Covenant. This is the preferred option because it allows us to slightly move our principle dwelling to expand our farming area (as seen in the second diagram) and build a secondary small dwelling (preferably closer to Port Mellon Hwy at opposite end of property) to house a Farm Hand and seasonal volunteers.



[illegible]

-  -Existing Home Plate designated area
-  -Proposed new location of Home plate, 30 meters West of Existing

Aerial Photo - 2005 Port Mellon Highway



Attachment B Index Map



180.0 0 90.01 180.0 Meters

This information has been compiled by the Sunshine Coast Regional District (SCRD) using data derived from a number of sources with varying levels of accuracy. The SCRD disclaims all responsibility for the accuracy or completeness of this information.



2/10/2023
1: 3,544

Legend

-  Zoning
-  Site Specific Zoning
-  Parcels
- Road Names

Attachment 1

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Electoral Area Services Committee – April 20, 2023

AUTHOR: Jessica Huntington, Parks Planning and Community Development Coordinator

SUBJECT: DAN BOSCH PARK AND KATHERINE LAKE PARK PROPOSED ENHANCEMENT PROJECTS UPDATE

RECOMMENDATION(S)

THAT the report titled Dan Bosch Park and Katherine Lake Park Proposed Enhancement Projects Update be received for information.

BACKGROUND

On June 17, 2021, at the Planning and Development Committee meeting, the Pender Harbour & Area Residents Association (PHARA) attended as a delegation. PHARA presented two project proposals for Board consideration ([June 17, 2021 - Pender Harbour & Area Residents Association Delegation Presentation](#)). The proposed projects are illustrated in Attachment A and include:

- 1) Phased enhancements to Dan Bosch Park facilities including expansion of the parking lot and beach area, trail development, parks furniture, and construction of a launching area for self-propelled watercraft (e.g., paddleboards, kayaks).
- 2) Development of a perimeter trail around Katherine Lake to create a continuous loop in the park, and away from road systems which skirt most other lakes in the Garden Bay area.

As per the PHARA presentation, at the time, the combined construction costs related to the projects were approximately \$400,000.

The following resolution was adopted by the SCRD Board on June 21, 2021:

175/21 **Recommendation No. 1** *Pender Harbour & Area Residents Association Delegation*

THAT the delegation materials from the Pender Harbour & Area Residents Association be received for information;

AND THAT staff work with the Pender Harbour & Area Residents Association to establish project authorization requirements; planning, development and maintenance cost and time estimates in order that the projects can be considered as part of the 2022 Annual Budget process;

AND FURTHER THAT the Pender Harbour & Area Residents Association be encouraged to continue to gather community input on the proposals.

This staff report is to provide an update on the project.

DISCUSSION

Dan Bosch is a 25-hectare park situated on Ruby Lake at the north end of the Sunshine Coast (Area A). SCRD has operated Dan Bosch Park since 1983 under a license of occupation agreement with Forest Lands Natural Resource Operations and Rural Development (FLNRORD). Provisioned amenities include a large parking area, small sandy swimming beach, three picnic tables, public toilet facilities, information and regulatory signage, and some informal trails along the shoreline of Ruby Lake. Dan Bosch is very popular with residents and visitors in the spring and summer.

Katherine Lake Park is a 37-hectare park located in Garden Bay (Area A) that is owned by the SCRD. The park is extremely busy with locals and visitors during the spring and summer months and, year-round with locals for dog walking and cycling as it is located adjacent to other ancillary trail networks. Park amenities include picnic facilities, a sandy swimming beach, a small playground, fishing, non-motorized boating, 19 RV spots, 10 campsites, washroom facilities with showers and an onsite caretaker.

Katherine Lake and Dan Bosch Park are intertwined in a network of lakes, creeks, and wetlands between the communities of Garden Bay and Egmont. This network of riparian areas and wetlands represents a significant ecosystem that provides critical habitat for endangered and at-risk species. These habitats provide additional ecosystem functions that serve to filter pollution, provide flood protection, and also have the capacity to store large amounts of carbon.

Increasing population and tourism on the Sunshine Coast has outpaced Katherine Lake and Dan Bosch Park's capacity to provide adequate space and amenities versus demand. The result is overcrowding, inadequate parking, and the potential for negative impacts on these sensitive ecosystems.

Following the delegation and Board direction, staff continued to work with PHARA to determine next steps. Parks staff also received several letters from the community that were not in support of further development of Katherine Lake.

Discussions with PHARA confirmed that although PHARA would be willing to support the projects with potential volunteer hours and gifts in kind, any financial and resources implications would be the responsibility of the SCRD. The SCRD Board approved \$20,000 in 2022 to support the initial planning of these projects (e.g., studies, assessments, surveys, etc.).

Both Katherine Lake and Dan Bosch Park are located within the shíshálh swiya and as such, applications outlining the proposed projects were submitted to the shíshálh Nation Rights and Titles department. As the locations are known to have a high concentration of recorded and unrecorded archaeological sites, a Preliminary Field Reconnaissance (PFR) for surface inspections of the proposed project areas by a trained archaeological professional was required. Further, Environmental Assessments of the proposed project areas to determine potential impacts upon species at risk, sensitive ecosystems, and critical habitats were also necessary.

Both the PFR and Environmental Assessments were completed in 2022 using the funds from the approved budget. Although the studies were comprehensive, both identified that additional studies would be required, including more detailed environmental studies related to species at risk and impact to fish habitat, and potentially, archeological impact assessments.

After further contemplation of the proposed projects and review of the PFR and Environmental Assessments report recommendations, staff has highlighted the need to address the absence of Park Management Plans for the two parks. Proper management planning is required to effectively balance increasing impacts of visitation with strategies to conserve, sustainably manage and restore ecosystems, mitigate the impacts of climate change, and protect our SCRD parklands. These are key challenges that need to be studied, properly addressed, and balanced with sensible, sustainable infrastructure and amenity improvements. Developing Park Management Plans will provide an evidence-based framework, outlining the vision, direction and protection measures needed for our regionally significant and environmentally sensitive parklands.

Options and Analysis

Staff are recommending that Park Management Plans for Dan Bosch and Katherine Lake Park be completed as the next step in furthering the planning related to the proposed park enhancement projects. Funding and resources for Park Management Plans are not included in the 2023 Parks Service Plan. Staff will need to contemplate where these plans fit with other park priorities, corporate priorities, and the Boards strategic plan, and will return to the Board through a future budget process outlining next steps and necessary resource requirements to progress the planning of either of the two proposed park enhancement projects.

Financial Implications

There are no further financial implications at this time. The approved budget for the completed projects has been expended and any further planning for these projects will require additional budget and resource approvals.

STRATEGIC PLAN AND RELATED POLICIES

These park enhancement projects align with the Boards current Strategic Plan (Working Together) and the Parks and Recreation Master Plan goal to strengthen community fabric throughout the region and to be stewards of the environment.

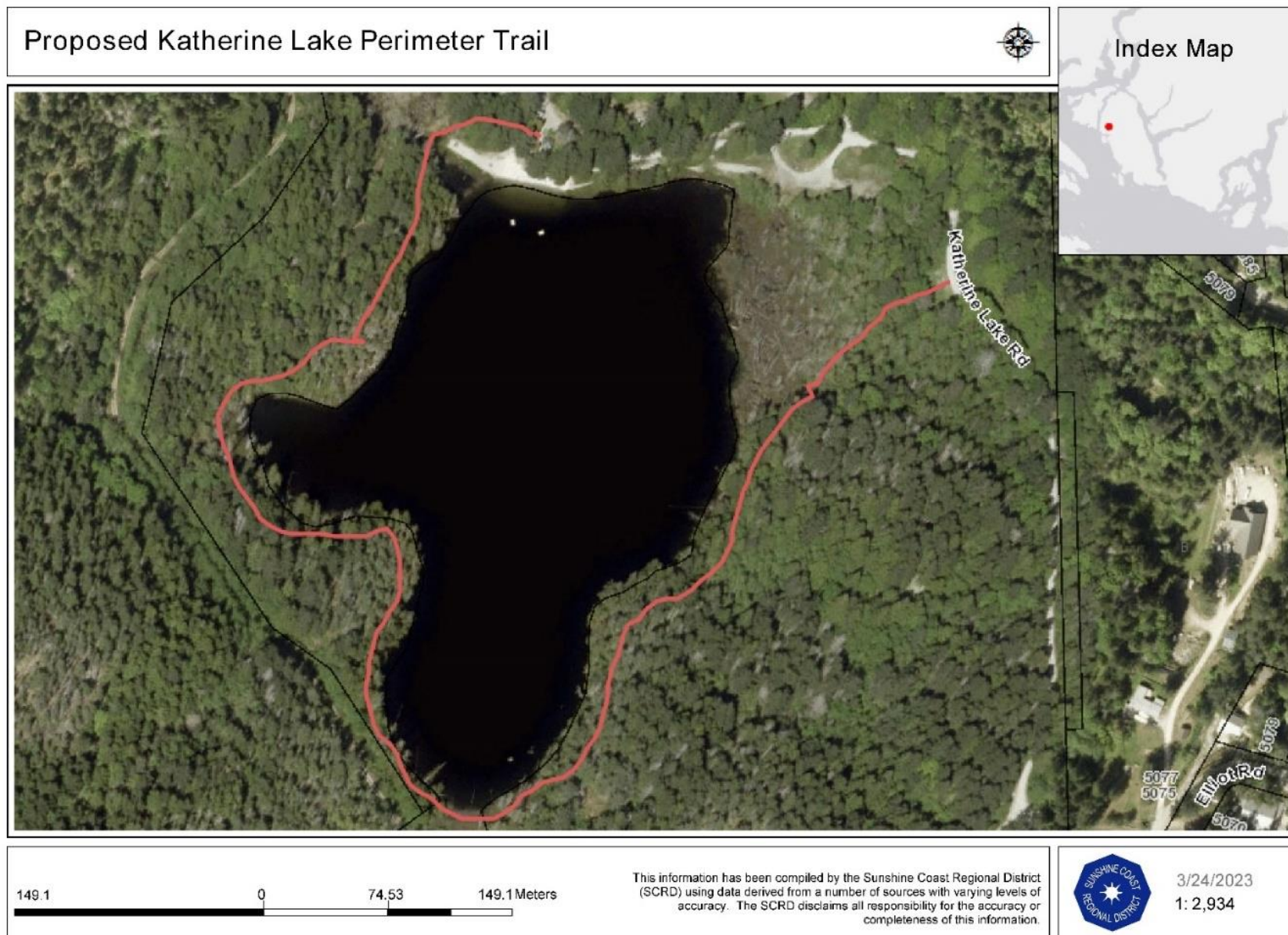
CONCLUSION

Katherine Lake and Dan Bosch Park contain regionally significant ecosystems that provide critical habitat for endangered and at-risk species. To mitigate further pressures or compromise of these ecosystems from overuse and amenity development, staff recommend the establishment of comprehensive Park Management Plans prior to any further planning for enhancements or development in these parks.

ATTACHMENTS

Attachment A – Katherine Lake Park and Dan Bosch Park Proposed Projects

Reviewed by:			
Manager	X – K. Clarkson	Finance	X - T. Perreault
GM	X – S. Gagnon	Legislative	
CAO	X – D. McKinley	Other	





SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Electoral Area Services Committee – April 20, 2023

AUTHOR: Kelly Koper, Capital Projects Coordinator

SUBJECT: RFP 2334501 Float Replacement Keats Landing Port Award Report

RECOMMENDATION(S)

- (1) **THAT the report titled RFP 2334501 Float Replacement Keats Landing Port Award Report be received for information;**
 - (2) **AND THAT the contract for the Float Replacement Keats Landing Port be awarded to Blue Water Systems Ltd (Proposal A) in the amount of up to \$ 190,000 (excluding GST);**
 - (3) **AND FURTHER THAT the delegated authorities be authorized to execute the contract.**
-

BACKGROUND

The purpose of the Request for Proposal RFP 2334501 is to replace the float at the Keats Landing port. During the 2019 structural inspection the existing float was deemed to be at the end of its serviceable life. The existing float will be removed and disposed of while the newly constructed float is installed. The new float will maintain the same overall footprint but will incorporate updated marine facility construction practices.

At the May 27, 2021 Board Meeting, the following resolution was adopted (in part):

150/21 **Recommendation No. 9** *2021 Ports Capital Plan Update*

THAT the report titled 2021 Ports Capital Plan Update be received for information;

AND THAT the 2021/2022 Ports Capital Plan include:

2. Keats Landing Float Replacement (2021) – up to \$240,000

AND FURTHER THAT the 2021-2025 Financial Plan be amended accordingly.

DISCUSSION

Request for Proposal (RFP) Process and Results

Request for Proposal (RFP) 2334501 was issued on February 17, 2023 and closed on March 20, 2023. Three compliant proposals were received (one proposal provided two options). A summary of the proponents and bid price is provided in the table below.

<u>Name</u>	<u>Value</u>
Blue Water Systems Ltd - Proposal A	\$ 146,164
Blue Water Systems Ltd - Proposal B	\$ 302,267

Calta Construction Inc	\$ 138,500
Pacific Industrial Marine Ltd	\$ 151,400

Led by Purchasing, the evaluation team consisted of three team members. The evaluation committee reviewed and scored the proposal against the criteria set out in Section 7 of the RFP document. Based on the best overall score and value offered, staff are recommending that a contract be awarded to Blue Water Systems Ltd (Proposal A).

Financial Implications

Due to the uncertainty of working in a marine environment and any unforeseen internal deterioration of the dock structure that might exist, staff recommend a project contingency of 30% be added, for a total value not to exceed \$190,000. The budget for the replacement of the Keats Landing Float was approved in 2021 and is sufficient.

Timeline for next steps or estimated completion date

Following Board decision, the contract award will be made. There are no financial implications of this award, as the Board approved a capital budget for this project in 2021, and the funding approved is sufficient to cover the contract costs and contingency value.

Project completion is anticipated by the end of the summer.

STRATEGIC PLAN AND RELATED POLICIES

This project aligns with strategic focus area 2 of the current Strategic Plan, Asset Stewardship.

CONCLUSION

In accordance with the SCRD's Purchasing Policy, RFP 2334501 was issued for Keats Landing float replacement. Four compliant proposals from three companies were received.

Staff recommend that a contract for the replacement of the Keats Landing Port float be awarded to Blue Water Systems Ltd., for the amount not to exceed \$190,000 (before GST), which includes a 30% contingency, and that the delegated authorities be authorized to execute the contract.

Reviewed by:			
Manager		Finance	X – A. Taylor
GM	X - S. Gagnon	Legislative	
CAO	X- D. McKinley	Purchasing	X- V. Cropp

SUNSHINE COAST REGIONAL DISTRICT

AREA A - EGMONT/PENDER HARBOUR ADVISORY PLANNING COMMISSION

March 29, 2023

RECOMMENDATIONS FROM THE AREA "A" ADVISORY PLANNING COMMISSION MEETING
HELD ELECTRONICALLY VIA ZOOM

PRESENT:	Chair	Alan Skelley
	Members	Yovhan Burega Jane McOuat Dennis Burnham Tom Silvey Gordon Littlejohn Bob Fielding
ALSO PRESENT:	Electoral Area A Director	Leonard Lee (Non-Voting Board Liaison)
	Electoral Area A Alternate Director	Christine Alexander
	DVP00084 Applicant	Ryan Miller (part)
	Recording Secretary	Genevieve Dixon
REGRETS:	Members	Sean McAllister
		Catherine McEachern

CALL TO ORDER 7:40 p.m.

ELECTION OF CHAIR AND VICE CHAIR

Alan Skelley was acclaimed as Chair.
Election of Vice Chair deferred to next meeting.

AGENDA The agenda was adopted as presented. The order of items was changed so that the DVP00084 application referral was the first item of discussion after the election.

MINUTES

Area A Minutes

The Egmont/Pender Harbour (Area A) APC Minutes of June 29, 2022 were approved as circulated.

The following minutes were received for information:

- Halfmoon Bay (Area B) APC Minutes of June 28, 2022
- Roberts Creek (Area D) APC Minutes of June 20, 2022
- Elphinstone (Area E) APC Minutes of June 22, 2022
- West Howe Sound (Area F) APC Minutes of June 28 & November 22, 2022

REPORTS

Development Variance Permit DVP00084 (12820 Alexander Road)

Points of Discussion:

- Deck expansion started without a permit; development variance permit (DVP) required to finish the work on the deck.
- Neighbors were notified and show support from the neighbourhood.
- Staff recommend the variance be approved.
- Applicant noted this is a deck expansion to original deck.
- Applicant noted if a building permit was applied for a DVP would have been required due to the MoTI setbacks.
- Legally it is the property owner's responsibility.
- Supports the application.
- Doesn't look like a modest deck replacement, looks like a substantial structure.
- Mention of more DVP applications being referred to APC by SCRD Board and staff.
- Owner to pay double the permit fees for construction.
- Falls back on the owner and the contractor/engineers to take initiative on what's right and what's wrong on the property.

Recommendation No.1 *Development Variance Permit DVP00084 (12820 Alexander Road)*

The Area A APC recommended the Development Variance Permit DVP00084 be approved.

Board Policy - Official Community Plan Amendments

Points of Discussion:

- SCRD staff presentation was rushed didn't provide enough information.
- Could staff supply a summary of the presentation in writing to the APC.
- Housing shortages and changes to the rules make it hard for real estate developers.
- Housing and construction costs adds to the problem.
- Area A OCP was adopted in 2018. What wasn't adopted was portion of the bylaw.
- When will Zoning Bylaw 337 be updated in the work plan?

NEW BUSINESS

The Area A APC members want to send a heartfelt thank you to Peter Robson for his time spent as the Chair on the APC.

DIRECTOR'S REPORT

The Director's report was received.

NEXT MEETING April 26, 2023

ADJOURNMENT 8:37 p.m.

SUNSHINE COAST REGIONAL DISTRICT

HALFMOON BAY (AREA B) ADVISORY PLANNING COMMISSION
March 28, 2023

RECOMMENDATIONS FROM THE HALFMOON BAY (AREA B) ADVISORY PLANNING COMMISSION MEETING HELD via ZOOM

PRESENT:	Chair	Kelsey Oxley
	Members	Barbara Bolding (Recorder) Len Combes (in part) Kim Dougherty Matt Garmon Alda Grames Nicole Huska Eleanor Lenz Suzette Stevenson
ALSO PRESENT:	Director, Electoral Area B (Non-Voting Board Liaison)	Justine Gabias

CALL TO ORDER: 7:00 p.m.

In preparation for discussion of the Referral per the agenda, SCRD staff made a brief presentation to Area B and Area F APC members. Area F members joined this part of the Zoom meeting. Johnathan Jackson (Manager) and Julie Clark (Senior Planner) SCRD Planning and Development Division spoke jointly. A question/answer session followed the presentation, and the presentation was concluded at 7:40 pm.

AGENDA: The agenda was adopted as presented.

MINUTES

Area B APC Minutes

The Area D APC minutes of June 28, 2022 were approved as circulated.

REPORTS

Referral for feedback: Board Policy—Official Community Plan Amendments

The APC discussed the staff report regarding assessment of requests for OCP amendments.

The following concerns/points/issues were noted:

- Recognition of the need for interim and updated guidance for assessing OCP amendment requests.

- This APC needs additional time for a more fulsome discussion of this very important draft. The very limited time within which to discuss the document and provide feedback at this meeting is not sufficient.

The time constraints arose from the:

- Planning Division's request for presentation time.
 - Need to conduct member introductions before proceeding to discussion of the referral, due to the length of time since our last meeting (June 22) and the changes in Commission membership.
 - Need to conduct elections for the positions of Chair and Vice Chair.
- In the time that we did have available, the following points were raised:
 - Has the potential to introduce another layer of requirements, open to misinterpretation.
 - Review criteria need clarification; improved definitions e.g. "Affordable" housing is not defined. Affordable housing is not necessarily "attainable".
 - Too many categories and criteria will cause confusion.
 - Ensure final criteria are specific, measurable, achievable, relevant, time-bound.
 - Test criteria before distribution to confirm that criteria can be applied and results are useful.
 - Some criteria repetitive, duplicated in various categories.
 - Need some kind of criteria weighting system. (Nice to have, must have, Show-Stoppers).
 - How to ensure conditions imposed when granting an amendment are maintained over time, change of ownership etc.

Recommendation No. 1 *Board Policy—Official Community Plan Amendments*

The Area B APC recommended that the Board Policy—Official Community Plan Amendments be supported subject to the following conditions:

- The APC has sufficient time to identify and discuss its concerns more thoroughly in order to provide meaningful feedback. This means that whether or not there are Planning Division agenda items for the APC meeting next month,
 - a full two-hour meeting be held,
 - that the meeting be devoted to discussion of this referral, and that
 - feedback arising from discussion be received for consideration by the Planning Division.

ELECTION OF CHAIR AND VICE CHAIR

- Nicole Huska accepted the nomination and was acclaimed Chair of Area B APC
- Matt Garmon accepted the nomination and was acclaimed Vice-Chair of Area B APC

NEXT MEETING: **Tuesday, April 25, 2023 at 7 PM via Zoom**

ADJOURNMENT: 8:35 p.m.

SUNSHINE COAST REGIONAL DISTRICT**ROBERTS CREEK (AREA D)
ADVISORY PLANNING COMMISSION****March 20, 2023**

RECOMMENDATIONS FROM THE ROBERTS CREEK (AREA D) ADVISORY PLANNING COMMISSION MEETING HELD ELECTRONICALLY VIA ZOOM

PRESENT:	Chair	Mike Allegretti
	Members	Gerald Rainville Meghan Hennessy Erik Mjanes Bob Hogg
ALSO PRESENT:	Electoral Area D Director (Non-Voting Board Liaison) SCRD, Manager, Planning & Dev. SCRD, Senior Planner Vicki Dobbyn	Kelly Backs Jonathan Jackson Julie Clark Recording Secretary
	Public	1
REGRETS/ABSENT		Chris Richmond

CALL TO ORDER 7:10 p.m.

ELECTION OF CHAIR AND VICE CHAIR

Mike Allegretti was acclaimed as Chair.
Gerald Rainville was acclaimed as Vice Chair.

AGENDA The agenda was adopted as presented.

MINUTES

The Roberts Creek (Area D) APC Minutes of June 20, 2022 were approved as circulated.

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of June 29, 2022
- Halfmoon Bay (Area B) APC Minutes of June 28, 2022
- Elphinstone (Area E) APC Minutes of June 22, 2022
- West Howe Sound (Area F) APC Minutes of June 28 & November 22, 2022

REPORTS

Board Policy – Official Community Plan Amendments

SCRD staff member Julie Clark made a presentation with slides to introduce the draft Board Policy. A policy is considered advisable at this time due to key issues and considerations: climate crisis, housing crisis, unlawful land infractions, development boom, and reconciliation. The SCRD has seven Official Community Plans (OCP) that are considered to be infrastructure at various stages of aging. The draft policy is designed to be an interim solution for reviewing OCP amendment applications before the current OCPs are renewed. The policy is meant to facilitate a transparent, holistic, and consistent review which will enhance negotiations for community benefits, while not being regulatory or prescriptive. Last reviews of the seven OCPs range from 1995 to 2018, with Roberts Creek's OCP last reviewed in 2012. The SCRD is undertaking a three-and-a-half-year funded project for OCP renewal, and a development approvals project is also underway.

Key Points of Discussion:

- Policy is meant to be an SCRD-wide tool.
- There is no suggestion that the core set of values in the current OCP be ignored or replaced.
- The OCP renewal process could be considered as a half-life checkup.
- A Regional Growth report is due to come to the SCRD Board in the second quarter.
- The solution to affordable housing has to come from the Province.
- There will be funding for community engagement in the OCP renewal project.
- The policy is meant to create a framework to guide applications and provide guidelines for setting the bar.
- It is meant to be a living document that may be amended at any time and undergo review every 5-10 years.
- Feedback was generally positive and it seems the criteria outlined in the policy would stop certain applications from going forward.
- The preamble raises questions as how the policy will be applied and there is concern that the criteria would outweigh the values in the OCP.
- There is value in revisiting the OCP to engage the views of current residents.
- The Roberts Creek OCP works well in that there is room for different ideas but the community can always say no if they aren't appropriate.
- The advantage of this policy is that it has a concrete set of boxes to tick that would save time on considering proposals that shouldn't go forward. The policy is driven by staff to make the process more efficient.
- The policy doesn't appear to have any conflict with the current OCP, and in fact strengthens and updates some issues.
- Feedback on the criteria included suggestions to address: drinking water, water conservation, storm water management, tree retention and wildfire suppression.
- Strengthen section 7c related to water supply and conservation.
Storm water management: When a proposal comes forward that would result in the building of roads or structures that could stop/alter the natural drainage of an area and cause water to be collected in such a manner that could possibly result in drastic increases in flow to existing water courses that this problem be considered in the final approval or disapproval of the proposal. In an undisturbed slope water percolates into the soil and slowly moves down slope. The direction of the movement of the water is

generally in response to gravity. The building of roads/structures across the slope with their accompanying drainage ditches then intercepts this natural flow and channels the flow into existing water channels, and then increasing their flows. A good example of this problem was seen last year near the eastern boundary of Roberts Creek during an atmospheric river event.

- Water supply: When plans for new subdivisions resulting in new lots are submitted, their impact on the existing water supply system(s) should be considered as one of the criteria for determining whether a proposal is allowed to go forward. It would appear that building permits cannot be withheld due to concerns about problems with water supply but we should be able to consider concerns about water supply in granting future subdivisions.
- It was acknowledged that the SCRD cannot have tree retention regulations but this issue could be somewhat addressed with setback regulations.
- It was also acknowledged that tree retention and fire suppression may be competing issues.

Recommendation No. 1 *Board Policy – Official Community Plan Amendments*

The Roberts Creek (Area D) APC recommended that the draft policy as a tool for reviewing applications for OCP amendments be supported.

DIRECTORS REPORT

The Director's Report was received.

NEXT MEETING

Members agreed to continue to meet on the third Monday of the month. If there are referrals from the SCRD the next meeting will be Monday April 17, 2023, at 7:00 p.m., by Zoom.

ADJOURNMENT 9.10 p.m.

SUNSHINE COAST REGIONAL DISTRICT**AREA F – WEST HOWE SOUND
ADVISORY PLANNING COMMISSION****March 28, 2023**

RECOMMENDATIONS FROM THE WEST HOWE SOUND (AREA F) ADVISORY PLANNING COMMISSION MEETING HELD ELECTRONICALLY VIA ZOOM

PRESENT:	Chair	Susan Fitchell
	Members	Tom Fitzgerald Kevin Healy Miyuki Shinkai Katie Thomas Dave Haboosheh
ALSO PRESENT:	Director, Electoral Area F (Non-Voting Board Liaison) Recording Secretary Public	Kate-Louise Stamford Diane Corbett 1
REGRETS:	Members	Anita Smith
ABSENT:	Members	Jonathan McMorran Ryan Matthews

CALL TO ORDER 7:50 p.m.

AGENDA

The agenda was adopted as presented. The order of items was changed so that the ALC application referral was the first item of discussion after the election.

ELECTION OF CHAIR AND VICE CHAIR

Susan Fitchell was elected Chair of West Howe Sound (Area F) Advisory Planning Commission.

Tom Fitzgerald was elected Vice Chair of West Howe Sound (Area F) Advisory Planning Commission.

REPORTS

Agricultural Land Commission Application 66833 (SCRD ALR00023) (2005 Port Mellon Highway)

The APC discussed the staff report regarding Agricultural Land Commission Application 66833 (SCRD ALR00023) for 2005 Port Mellon Highway, requesting removal or amendment of the

farm home plate covenant.

The applicant provided background information and a synopsis of the application. Points included:

- Recent updates to ALC legislation permits two residences.
- Plan to develop cidery and community supported vegetable farm garden operation.
- Restriction of the home plate covenant regarding location of worker accommodation.
- Potential for farm worker residence above cidery.
- Rules already exist around number and size of dwellings on agricultural land.

Points raised by the APC included:

- Meet the intent of the ALC to protect farmland and do not ignore what the land is telling you to do. Understand the owners' needs and do not give up protection of the property.
- It is a great idea having a farming community in that area, a very rich land in terms of producing fresh product, and providing workers housing and creating a labour opportunity for younger people. Like proposal. Recommend removal of covenant.
- There are already restrictions in place, such as zoning. If you want to build your house, and you have an area for a second residence over the cidery, good to remove covenant.
- Great idea. Option 1 (removal of covenant) seems the best option.
- If the covenant had not been put on at subdivision, the new ALC rules would allow you to put the dwellings wherever you want.
- In favour of promoting all farming initiatives on the coast; would like to further support the applicant to remove the home plate covenant on their parcel.

Recommendation No. 1 *Agricultural Land Commission Application 66833 (SCRD ALR00023) (2005 Port Mellon Highway)*

The West Howe Sound APC recommended that removal of the home plate covenant be supported for following reasons:

- to promote small scale agricultural endeavours on the coast and be less restrictive to ensure success for those agricultural endeavours; and
- the APC feels there are adequate regulations in place through the Agricultural Land Commission, zoning, and the Official Community Plan to restrict the quantity and size of building; and
- the location of the buildings is likely better determined by the applicant.

MINUTES

West Howe Sound (Area F) Minutes

The West Howe Sound (Area F) APC minutes of November 22, 2022 were received.

REPORTS

Board Policy – Official Community Plan Amendments

The APC discussed the staff report regarding Board Policy – Official Community Plan Amendments. The following points were noted:

- It is important to have the local reflection from APC members about what is important to

them.

- Need more time; need to see it more than once, given it is a tool that is supposed to be helping us.
- That ½ acre lot requirement decision has created a high cost to buyers, subdivision, the cost of roads.
- Like idea of having a framework. This isn't an exhaustive list. Have points for each subsection. There must be important parts of each of the criteria that should be addressed.
- Great to have the framework, which is very current. Issue: active transportation and transit. Would like to keep this as a hot topic in our area; Port Mellon has no services. The more development is happening in Port Mellon area, things need to change.
- Note regarding community amenity contribution: there is a hard cost for developers. Having huge hoops to jump through has really affected the coast; it will be a downloaded cost to the buyer.
- Have noticed that parkland isn't dedicated. When looking through the criteria, I wonder if that is missing.
- How do we want trails to connect? Does an amenity fit?
- Haven't seen details of Bylaw 722 and am not aware of four or five other documents. Would like to have a closer look at it. Would like to hear other minutes of APCs.
- Like way it is laid out. It is written in language that a regular person can understand, which is very helpful. It is important that it be laid out for staff to economize on staff time.
- We are only a small subset of West Howe Sound. There is a lot of important information in this document; it would be great to get a crowd source opinion. How could we get the opinion of more people? What mechanisms could we leverage?

DIRECTOR'S REPORT

The Director's report was received.

NEXT MEETING Tuesday, April 25, 2023

ADJOURNMENT 9:32 p.m.