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# CAPITAL REGIONAL DISTRICT

## DEPARTMENT POLICY

Section	Regional Water Supply	
Subsection	Integrated Water Services - Policies	
Title	WATER SUPPLY AREA ACCESS AND SPECIAL USE REQUEST AND APPROVAL	

### **POLICY:**

The Regional Water Supply Commission will consider requests for Water Supply Area access and special use. The Commission will be provided a CRD Integrated Water Services staff evaluation of each request and a recommendation for the Commission’s consideration. The Commission will approve or not approve a request which will determine whether or not the General Manager can issue a permit for access and special use.

### **PURPOSE:**

The purpose of this policy is to ensure the Regional Water Supply Commission is aware of the number and type of water supply area access and special use requests and sets out the roles of the Commission and CRD staff in the approval process.

### **RESPONSIBILITIES:**

The CRD Board will amend the Greater Victoria Water Supply Area Protection Bylaw as required.

The Regional Water Supply Commission will review and amend this policy as required.

The CRD Integrated Water Services staff will adhere to this policy.

### **SCOPE:**

This policy applies to all requests for water supply area access and special use, except under the prescribed situations set out in the *CRD Integrated Water Services – Water Supply Area Access and Special Use Request and Approval Procedure*.

### **DEFINITIONS:**

‘Water Supply Area’ means any water catchment and non-catchment lands, including the water bodies within the boundaries, owned and managed by the CRD, including the Sooke, Goldstream and Leech Water Supply Areas.

‘Special Use’ means an activity not included in the operations of the CRD that is carried on in the water supply area by persons who are not employees or contractors of the CRD.

### **PROCEDURE:**

Requests for water supply area access and special use, except under the prescribed situations set out in the *CRD Integrated Water Services – Water Supply Area Access and Special Use Request and Approval Procedure* will be evaluated by CRD Integrated Water Services staff. CRD Integrated Water Services staff will provide a staff report to the Regional Water Supply Commission outlining the nature of the request and special use, the implications of the request, and a staff recommendation for the Commission consideration. The Commission may approve or not approve the request and may set certain conditions with an approval. With the Commission’s approval, the General Manager, Integrated Water Services, will issue an access and special use permit and set out the conditions and requirements of the permit and the responsibilities of the permit holder.

Approval Date:		Approved By:	
1. Amendment Date:		Approved By:	
2. Amendment Date:		Approved By:	
3. Amendment Date:		Approved By:	
Next Review Date:		Reviewed By:	
Supersedes:			

Related Policy, Procedure or Guideline:

1. *CRD Integrated Water Services – Water Supply Area Access and Special Use Request and Approval Procedure*
2. *Greater Victoria Water Supply Area Protection Bylaw*