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**Minutes of a Meeting of the
East Sooke Advisory Planning Commission held Monday, April 25, 2016 at
East Sooke Community Hall, 1397 Coppermine Road, East Sooke, BC**

PRESENT: Rhonda Underwood (Chair), Janice St. John, Adele Tomlinson, Lindsay Trowell, Nita West
Staff: Iain Lawrence, Supervisor, Local Area Planning; Emma Taylor, Planner; Wendy Miller, Recorder
PUBLIC: Approximately 25

The meeting was called to order at 7:00 p.m.

1. Elections

Iain Lawrence called for nominations for the position of Chair of the East Sooke Advisory Planning Commission for 2016 and Rhonda Underwood's name was put forward. Iain Lawrence called a second time for further nominations and Lindsay Trowell's name was put forward. Iain Lawrence called a third time for nominations and hearing none, conducted a vote by secret ballot.

Staff reported the majority of votes received, declaring Rhonda Underwood Chair.

The Chair called for nominations for the position of Vice Chair of the East Sooke Advisory Planning Commission for 2016 and Lindsay Trowell's name was put forward. The Chair called a second and third time for further nominations and, as there were none, Lindsay Trowell was declared Vice Chair.

2. Approval of the Agenda

MOVED by Adele Tomlinson, **SECONDED** by Lindsay Trowell that the agenda be approved. **CARRIED**

3. Approval of the Supplementary Agenda

No supplementary submissions.

4. Adoption of Minutes from Meeting of December 15, 2014

MOVED by Lindsay Trowell, **SECONDED** by Adele Tomlinson that the minutes of December 15, 2014 be adopted. **CARRIED**

5. Planner's Report

Iain Lawrence advised that the Juan de Fuca Land Use Committee (LUC) supported referral of proposed Bylaw No. 4000 to agencies and the community at its February meeting. It was advised that the Juan de Fuca Electoral Area Parks and Recreation Commission will consider the bylaw on April 26 and that the Agricultural Advisory Planning Commission will consider the bylaw on May 9.

6. Proposed Bylaw

a) Bylaw No. 4000, "Official Community Plan for East Sooke, Bylaw No. 1, 2016"

Iain Lawrence advised that staff have been working with the East Sooke community since November 2013 to review the existing Official Community Plan (OCP). It was advised that proposed Bylaw No. 4000 reflects comments and concerns raised by the Citizens' Committee, many of whom are present this evening. It was reported that the Citizens' Committee met thirteen times and that three events were held in the community. It was reported that road safety was identified as a top priority for the residents of East Sooke.

Iain Lawrence advised that the OCP is broken into seven parts. The APC agreed to open discussion to the membership and attendees after each part is reviewed by Planning.

At this time, the APC acknowledged the amount of time and work invested in updating the OCP, turning review of the document over to staff.

Part 1 – The Community

Reviewed without comment from the APC or attendees.

Part 2 – Administrative Structure

Section 208 Regional Growth Strategy Consistency

Iain Lawrence responded to questions from the APC confirming that the OCP has to be consistent with the Regional Growth Strategy (RGS). It was advised that the OCP was written to be consistent should the RGS be amended or not.

Part 3 – Themes and Priorities

Iain Lawrence reported that Part 3 outlines the issues raised by the community, providing the content for goals, policies and objectives outlined in Part 4.

Section 310 Ecological Health

Staff confirmed that the CRD does not have an invasive species management bylaw, but that the CRD could have a nuisance bylaw addressing invasive species if there was strong community support for such a bylaw. It was reported that Scotch broom on road rights-of-way would not fall under the proposed bylaw as CRD bylaws do not apply to lands held by the Province.

APC comment was made acknowledging that there is opportunity for homeowners and volunteer groups to assist in the effort to reduce invasive species in the community.

Section 320 Parks

Iain Lawrence directed attention to Table 5 noting that there is over 1,000 ha of land designated as Park due to additional parkland acquisition and previous miscalculation. As to cash in lieu of parkland received through subdivision, it was advised that the funds are deposited in the Juan de Fuca Community Parks land acquisition fund.

It was advised that subsection 324 supports Community Parks not wishing to accept land that can be protected by methods other than parkland dedication due to their environmentally sensitive nature.

Section 330 Access to Water

The community identified Anderson Cove as a priority access to water. Roche Cove and the undeveloped end of Basso Road were mentioned as alternative locations.

Iain Lawrence responded to questions from the APC advising that the CRD only develops accesses when a need has been identified by the community. The Ministry of Transportation and Infrastructure (MOTI) oversees the accesses until developed. It was advised that the Community Parks Strategic Plan identifies priority accesses in the Juan de Fuca Electoral Area.

Section 340 Connectivity and Transportation

Iain Lawrence advised that, in discussions with the MOTI, no improvements to the road system in East Sooke are scheduled at this time.

The APC stated that a private bus service was explored in past. Should there be any improvement to the transit system, it is understood that it must be provided through BC Transit.

Section 350 Safe and Healthy Community

The APC stated positive comment regarding subsection 355 Water Supply and the language supporting extension of water services.

Regarding subsection 356 Sewage Treatment, the APC stated that the CRD will be hosting a Septic Savvy session in the community on May 11.

Valerie Braunschweig, East Sooke, requested that subsection 358 Community Gathering Place be updated to reflect use of the old fire hall as a community space as well as to reflect updates related to the new fire hall, Juan de Fuca Search and Rescue and Royal Canadian Marine Search and Rescue.

Iain Lawrence responded to a question from the APC confirming that Table 8 (p. 57) reflects that 4% of the land base in East Sooke is designated Agriculture. Subsection 364 lists agricultural activities in the community documented in the Agricultural Inventory.

Section 370 Social Infrastructure

Iain Lawrence spoke to the services provided outside of the community and the community desire to see health and social programs delivered locally.

Section 380 Settlement

Iain Lawrence directed attention to p. 53 reflecting development potential by Land Use Designation (LUD). Bylaw No. 4000 supports an average parcel size of 1 ha for the Settlement LUD resulting in an increase of 689 additional parcels based on rezoning and subdivision including rezoning and subdivision of Rural A parcels to fee simple lots.

Part Four – Goals, Policies and Objectives

Iain Lawrence outlined the four LUDs. It was advised that lands designated as Agriculture are lands that fall within the Agricultural Land Reserve and lands designated as Park are CRD Regional Park lands. CRD Community Parks are not designated Park. Community Parks are acquired through subdivision of lands within the Settlement designation.

Community Parks remain designated as Settlement, eliminating the need for an OCP amendment.

Zac Doeding, East Sooke, stated support for the creation of a single Settlement Area as proposed by Bylaw No. 4000.

Jane Hutchins, East Sooke, questioned the level of assurance that a Community Park will remain park when a park is designated Settlement.

Staff stated that assurance rests with the lands being held by the CRD under the Juan de Fuca Electoral Area Community Park Program. Disposition of a Community Park requires the support of the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission, the Electoral Area Services Committee and the CRD Board. Disposition of Regional Parks is regulated by the *Local Government Act*. Community Parks zoned Public Recreation (P-1) or Community Facility (P-2) would require rezoning should a park be sold for residential development. The rezoning process requires public consultation.

Section 410 Ecological Health

The APC stated that armouring or hardening of the shoreline by retaining walls, cement blocks or other permanent structures is discouraged, but not prohibited. It was further stated that, with sea level rise, more and more erosion is occurring.

Iain Lawrence advised that the Shoreline Protection Development Permit Area (DPA) requires submission of a geotechnical report and/or submission of a registered biologist report outlining the appropriate shoreline protection measures for the subject area.

Section 420 Parks

The APC stated that, as reflected in Bylaw No. 4000, the community is not looking for facilities but rather opportunities to support interpretative and educational park programs and activities. The Friends of Seagirt Ponds Society was forwarded as an example where volunteers are providing such opportunities.

Section 430 Water Access

The APC stated that the objectives for water access should include access to the water in the event of an emergency.

Comment from the public was forwarded stating that it is understood that the shellfish tenure at Anderson Cove has been granted to First Nations.

Section 440 Connectivity and Transportation

Staff reported that Regional Parks has requested that use of “off-road trails” be revised to “off-street trails” as off-road suggests allowing motorized vehicle use. It was further reported that options for such trails can be considered as part of rezoning and subdivision processes and through permits for works within statutory rights of way.

Section 450 Safe and Healthy Community

Iain Lawrence stated that the listed broad objectives are the objectives that the CRD has no authority to implement.

New wording for item J, Water Supply (p. 74), was read aloud to clarify that costs being borne by users includes the design and construction of an expanded water service area. It was advised that capacity of the system to support expansion would be determined through a study.

Section 460 Food Security

Reviewed without comment from the APC or attendees.

Section 470 Social Infrastructure

Reviewed without comment from the APC or attendees.

Section 480 Settlement

Iain Lawrence directed attention to policy statements D, E and F (p. 82) which support an alternative to permit rezoning and subdivision of Rural A parcels to fee simple lots. Iain Lawrence responded to a question from the public advising that policy B (p. 81) addresses parcels zoned Rural Residential 3.

Staff responded to a question from the APC advising that the scale of a cottage industry (policy statement K, p. 82) would be determined by the community through comments received at LUC and APC meetings. Opportunity to consider development of a resort or commercial hub are supported by policy statement J and M (p. 82).

Comment from the public was forwarded stating that the policy statements were developed prior to the increase in Airbnb listings.

Section 490 Climate Change Adaptation and Greenhouse Gas Reduction

Staff advised that this section does not include unique policy statements but directs to policy statements included in other sections.

Part 5 - Development Permit Areas

Iain Lawrence reported that Part 5 has been slightly reorganized since last presented to the Citizens' Committee, listing the general polices (subsection 502) and general exemptions (subsection 503) for development permits. Further exemptions are listed under the individual DPAs.

Staff advised that:

- the Ministry of Agriculture has submitted comment not supporting the Medical Marihuana Production Facilities DPA (Section 570), but that the Bylaw No. 4000 will continue to retain this DPA
- non-fish bearing watercourses are now identified under the Sensitive Ecosystem DPA

Part 6 – Development Approval Information Area

Iain Lawrence responded to questions from the APC outlining the intent of the Development Approval Information Area (DAIA). It was reported that the DAIA is shown on Schedule H includes all parcels of land that are 2 ha and larger. These parcels are reflected in yellow. It was advised that the DAIA allows the CRD to ask for information in connection with an application for an amendment to a zoning bylaw, a development permit or a temporary use permit. Parcels less than 2 ha do not have further subdivision potential and are not included in the DAIA.

Part 7 – Temporary Use Permits

Staff advised that Temporary Use Permits (TUPs) may be issued for land within all LUDs. Iain Lawrence outlined the general conditions for a TUP and reported that a TUP can be issued for a maximum total of six years (three years plus three year renewal). It was advised that a covenant can be required to ensure buildings associated with the TUP are removed upon permit expiration and that security to ensure compliance with the conditions of a permit can be requested.

Appendix A – Definitions

Definition for Qualified Environmental Professional and Stream are from the *Riparian Areas Regulation*.

Appendix B – Population Data for East Sooke

Totals for the population breakdowns will not add up as Statistics Canada suppresses data to eliminate individuals being identified.

At this time, Iain Lawrence advised that the LUC supports stronger language in the OCP to reflect the value East Sooke residents place on dark skies. It was reported that the Commercial DPA (Section 550) reflects this value. Stronger language could be incorporated to reflect this value in residential policies which would further support consideration of a bylaw for nuisance lighting. The APC and public attendees forwarded positive comment supporting the proposed language change.

It was further reported that, following consideration of the OCP by the local APCs, the proposed bylaw will be considered by the Planning, Transportation and Protective Services Committee and the CRD Board for a determination of consistency with the RGS. Bylaw No. 4000 would then proceed to first and second reading and to a public hearing followed by third reading and then adoption.

MOVED by Janice St. John, **SECONDED** by Lindsay Trowell that the East Sooke APC supports referral of proposed Bylaw No. 4000, "Official Community Plan for East Sooke, Bylaw No. 1, 2016", to appropriate CRD departments and agencies reflected in the February 16, 2016 report to the LUC and that proposed Bylaw No. 4000 be proceed to the full CRD Board for a determination of consistency with the RGS.

CARRIED

7. Adjournment

MOVED by Lindsay Trowell, **SECONDED** by Janice St. John that the meeting adjourn.

The meeting adjourned at 8:44 p.m.

Chair