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**Minutes of a Meeting of the Juan de Fuca Land Use Committee
Held Tuesday, June 19, 2012 at the Juan de Fuca Electoral Area Office, #2-6868 West Coast
Road, Sooke, BC**

PRESENT: Director Mike Hicks, Chair, Ted Dixon, Roy McIntyre, Art Wynans
Staff: June Klassen, Local Area Planning Manager, Wendy Miller, Recording
Secretary
ABSENT: Kara Middleton, Heather Phillips, Harold Shipton
PUBLIC: 4

The meeting was called to order at 7:02 p.m.

1. Approval of the Agenda

MOVED by Roy McIntyre, **SECONDED** by Ted Dixon that the agenda be approved.

CARRIED

2. Approval of the Supplementary Agenda

No supplementary submissions.

3. Adoption of Minutes from the Meeting of May 15, 2012

MOVED by Ted Dixon, **SECONDED** by Art Wynans that the minutes from the meeting of
May 15, 2012 be adopted.

CARRIED

4. Chair's Report

The Chair welcomed the new LUC representative for Port Renfrew, Roy McIntyre.

The Chair advised that he will be away for July and August and that the Alternate Director,
Wally Vowles, will be attending meetings in his absence.

5. Planner's Report

June Klassen advised that, unless a pressing matter comes forward, the LUC will be
adjourned for the month of August.

6. Development Variance Permit Application

**a) VAR-01-12 – Lot 2, Section 101, Sooke District, Plan VIP72070 (Smith – 1278
Gillespie Road)**

June Klassen spoke to the staff report advising that the applicant is requesting a
development variance permit to increase the maximum total floor area of accessory
buildings and structures from 152.73 m² to 275.65 m² for the purpose of allowing the
construction of a detached accessory suite (6.12 m high, 89.67 m²) with attached garage
(3.35 m high, 31.73 m²). The suite and garage will be for a relative.

As reflected in the staff report, the site plan and building elevation drawings submitted
with the building permit application indicate that the proposed building will conform with
the required setbacks and maximum height for both accessory buildings and detached
accessory suites. However, the proposed building will exceed the maximum total floor

area of accessory buildings and structures of 152.73 m², currently specified by Development Variance Permit DVP-08-08. DVP-08-08 was issued in order to allow the construction of a detached garage (58.29 m²) and a boat storage shed (95.96 m²). Those buildings were completed in December 2009.

June Klassen advised that Bylaw No. 2040 is being amended to provide increased total floor area for accessory buildings for lots meeting certain size criteria. For parcels 5,000 m² or greater, the proposed total floor area is 250 m². This would result in the proposed 275.65 m² being 25.65 m² greater than the allowed maximum.

The Chair opened the floor to the applicant, Neil Smith. Neil Smith provided no new information at this time.

Ms Juno, East Sooke, stated support for the application as the increased total floor area for accessory buildings is small relative to the lot size.

MOVED by Art Wynans, **SECONDED** by Ted Dixon that the Juan de Fuca Land Use Committee support the staff report and recommendation and recommend to the CRD Board:

1. That Development Variance Permit VAR-01-12 for Lot 2, Section 101, Sooke District, Plan VIP72070 to vary Juan de Fuca Land Use Bylaw 1992, Bylaw No. 2040, Part 1, Section 4.01(2)(c), by increasing the maximum total floor area of accessory buildings and structures from 100 m² to 275.65 m², be approved.

CARRIED

7. Rezoning Application

a) **Z-02-11 – Lot 1, Section 36, Township 13, Renfrew District, Plan VIP50819 (Port Renfrew Recreation Centre)**

June Klassen spoke to the staff report advising that the Port Renfrew Recreation Centre Operating Committee is proposing to permit office uses in the community hall as an option to generate revenue to assist in covering the operating expenses of the hall. It was advised that the current zone does not permit office uses in the hall. The Port Renfrew Recreation Centre Operating Committee is proposing that a maximum of 40% of the building be rented as office space to agencies and societies.

As directed by the LUC on February 21, 2012, the application was referred to CRD departments and agencies for comment. In response to the submission from the Ministry of Transportation and Infrastructure requesting adequate off street parking for any new business uses, staff believes current and anticipated parking needs can be accommodated in the current parking area. In addition, a parking stall for persons with disabilities will be designated adjacent to the front entrance. A bicycle rack has also been provided adjacent to the front entrance.

As the Port Renfrew Advisory Planning Commission is inactive, June Klassen advised that a public information session was held at the centre on May 7 to obtain community comments. June Klassen advised that there were three attendees at this meeting.

Committee discussion ensued regarding accommodation of retail uses and the permitted uses proposed by the Community Use One (CU-1) zone.

June Klassen spoke to the Comprehensive Community Development Plan for Port Renfrew, advising that community use includes recreational and social activities for local community purposes; community sponsored and publicly funded educational activities; community safety or emergency response activities, including fire, police, ambulance and first responder services; and government services. The uses proposed by the Community Use One (CU-1) zone would permit accessory retail including community craft fair sales, community dance food sales or library bag sales. However, a thrift store or a laundromat, for example, would not be permitted under the proposed zone.

June Klassen advised that the proposed uses reflect the input of the Port Renfrew Recreation Centre Operating Committee. It is understood that the Port Renfrew Recreation Centre Operating Committee wishes to retain the majority of the building for community recreational purposes. Any change in use will require the proposed bylaw to be referred back to the community and agencies for comment.

Wally Vowles stated that when the new zone was initially proposed it was unclear as to if there would be requests for office space or how much space would be required for office use if any requests were received.

MOVED by Art Wynans, **SECONDED** by Ted Dixon that the Juan de Fuca Land Use Committee amend proposed Bylaw No. 3716 to reflect that the CU-1 (Community Use One) Zone includes Retail Establishments as a permitted use and that Size of Office Use reflect not more than 60 percent of the principle building and that proposed Bylaw No. 3716 as amended be re-referred to appropriate CRD departments, government agencies and Port Renfrew community for comment.

CARRIED

8. New Business

9. Adjournment

MOVED by Roy McIntyre, **SECONDED** by Ted Dixon that the meeting adjourn.

The meeting adjourned at 7:28 p.m.

Chair