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**Minutes of a Meeting of the Juan de Fuca Land Use Committee  
Held Tuesday, October 20, 2015 at the Juan de Fuca Local Area Services Building  
3 – 7450 Butler Road, Otter Point, BC**

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**PRESENT:** Mike Hicks (Chair), Ted Dixon, Stan Jensen, Roy McIntyre, Ron Ramsay, Sandy Sinclair  
**Staff:** Iain Lawrence, Supervisor, Local Area Planning; Wendy Miller, Recorder  
**ABSENT:** Art Wynans  
**PUBLIC:** 3

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

**1. Approval of the Agenda**

**MOVED** by Ted Dixon, **SECONDED** by Sandy Sinclair that the agenda be approved.

**CARRIED**

**2. Approval of the Supplementary Agenda**

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

**CARRIED**

**3. Adoption of Minutes from the Meeting of September 15, 2015**

**MOVED** by Stan Jensen, **SECONDED** by Ted Dixon that the minutes from the meeting of September 15, 2015 be adopted.

**CARRIED**

**4. Chair's Report**

The Chair advised that the LUC will not be meeting in November as there are no applications for Committee consideration and that, unless a pressing matter comes forward, the LUC will adjourn for the month of December.

It was further advised that the CRD Committee of the Whole (COW) will be continuing its meeting from September 30 to consider Regional Growth Strategy Water Service Policy Options. The CRD Board will meet at the conclusion of the COW meeting.

**5. Planner's Report**

Iain Lawrence advised that the CRD Board adopted Bylaw No. 3941, "Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2015" at its October 14, 2015 meeting. Iain Lawrence advised of the below:

Public Hearing

Bylaw No. 4022 (Rezoning Application RZ000237 – TimberWest/Meteorological Tower)

Date: November 2, 2015

Time: 7:00 p.m.

Place: Juan de Fuca Local Area Services Building

3 – 7450 Butler Road, Otter Point, BC

Public Hearing  
Bylaw No. 4028 (Rezoning Application RZ000238 - Ocean Wilderness Zone)  
Date: November 2, 2015  
Time: At the close of the Public Hearing for Bylaw No. 4022  
Place: Juan de Fuca Local Area Services Building  
3 – 7450 Butler Road, Otter Point, BC

Public Hearing  
Bylaw No. 3996 (Willis Point Mapping)  
Date: November 9, 2015  
Time: 7:00 p.m.  
Place: Willis Point Fire Hall  
6933 Willis Point Road, Victoria, BC

## 6. Development Variance Permits

### a) VA000137 – Lot A, Section 1, Township 11, Renfrew District, Plan VIP85252 (Klannanith Street)

Iain Lawrence spoke to the staff report and request for a development variance permit to reduce the exterior side yard setback from 4.6 m to 3.0 m for the purpose of constructing a dwelling. It was advised that the setbacks required by the property's zone and the narrow width of the lot create a limited building envelope. Iain Lawrence directed attention to the supplementary submission from Tammy Erickson that stated no issue with the application, but stated concern regarding flooding of Harris Cove Road. It was confirmed that no further submissions have been received from the public regarding the request.

The Chair confirmed that the applicants were present.

Iain Lawrence responded to comments from the LUC agreeing that the staff report should read that the existing access off Klannanith Street is along the western property boundary and that the property is elevated above Harris Cove towards the north.

**MOVED** by Roy McIntyre, **SECONDED** by Sandy Sinclair that the Juan de Fuca Land Use Committee recommends to the CRD Board:

That Development Variance Permit VA000137 for Lot A, Section 1, Township 11, Renfrew District, Plan VIP85252 to vary the Comprehensive Community Development Plan for Port Renfrew, Bylaw No. 3109, Schedule "B", Part IV, Section 22, Item (2)(g)(iii) by reducing the setback for the exterior side parcel line from 4.6 m to 3.0 m, as shown in the G.T. Burdge Designs Site Plan dated September 2015 (Appendix B) for the purpose of constructing a single-family dwelling with attached carport as shown in the attached Building Plans (Appendix C), be approved.

**CARRIED**

### b) VA000138 – Lot A, Section 55, Renfrew District, Plan VIP61088 (2795 Sheringham Point Road)

Ron Ramsay, member of the Shirley Fire Protection and Emergency Response Service Commission, excused himself from consideration of the application.

Iain Lawrence spoke to the staff report and request for a development variance permit to reduce the interior side yard requirement from 6 m to 0.5 m clear-to-sky (CTS) for the

purpose of constructing an addition to the fire hall. It was confirmed that no submissions have been received from the public regarding the request.

The Chair confirmed that the Shirley Volunteer Fire Department Chief, Marty Gilbertson, was present. Marty Gilbertson advised that the addition is for a third fire truck bay. The bay will permit drive through access to the training area onto Sheringham Point Road. Marty Gilbertson spoke to the leases held by the CRD for the fire hall and training grounds. It was confirmed that the training grounds are on private property.

**MOVED** by Sandy Sinclair, **SECONDED** by Roy McIntyre that the Juan de Fuca Land Use Committee recommends to the CRD Board:

That Development Variance Permit VA000138 for Lot A, Section 55, Renfrew District, Plan VIP61088 to vary the Juan de Fuca Land Use Bylaw, Bylaw No. 2040, Schedule "A", Part II, Section 31.07(b) by reducing the interior side yard requirement from 6 m to 0.5 m clear-to-sky as shown in the Plot Plan prepared by West Coast Design & Development Services Ltd., dated September 15, 2015 (Appendix B) for the purpose of constructing an addition to the fire hall, be approved.

**CARRIED**

## 7. Adjournment

**MOVED** by Sandy Sinclair, **SECONDED** by Ted Dixon that the meeting adjourn.

The meeting adjourned at 7:15 p.m.

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Chair