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**Minutes of a Meeting of the Juan de Fuca Land Use Committee
Held Tuesday, September 17, 2019, at the Juan de Fuca Local Area Services Building
3 – 7450 Butler Road, Otter Point, BC**

PRESENT: Director Mike Hicks (Chair), Stan Jensen, Roy McIntyre, Ron Ramsay,
Sandy Sinclair
Staff: Iain Lawrence, Manager, Community Planning; Wendy Miller, Recorder
ABSENT: Vern McConnell, Dale Risvold
PUBLIC: 6

The meeting was called to order at 7:00 pm.

1. Approval of the Agenda

MOVED by Roy McIntyre, **SECONDED** by Ron Ramsay that the agenda be approved.

CARRIED

2. Approval of the Supplementary Agenda

No supplementary items.

3. Adoption of Minutes from the Meeting of July 16, 2019

MOVED by Ron Ramsay, **SECONDED** by Roy McIntyre that the minutes from the meeting of July 16, 2019, be adopted.

CARRIED

4. Chair's Report

No report.

5. Planner's Report

- a) At its meeting of August 14, 2019, the CRD Board adopted Bylaw No. 4290, rezoning the remaining lots in the Sooke Business Park to the Sooke Business Park Industrial (M-SBP) zone and specifying that the maximum floor area for a caretaker suite in the M-SBP zone is 90 m². At that meeting, the CRD Board also approved the Juan de Fuca Building Conversion to Strata Application Policy.
- b) At its meeting of September 11, 2019, the CRD Board adopted Bylaw No. 4266, establishing development permit areas and updating the development approval information area in Port Renfrew. At that meeting, the CRD Board also adopted Bylaw No. 4292, amending the Tourism Commercial – One (TC-1) zone in order to permit Section 36, Renfrew District, Plan VIS5337 a maximum residential density of three (3) dwelling units above a tourist commercial or retail use.
- c) CRD Corporate Services hosted a committee/commission orientation on September 16, 2019, at the Juan de Fuca Local Area Services Building. The CRD 2020 Commission Orientation Handbook is now available online.
- d) After consulting with the Chair, the LUC will adjourn for the month of October, unless there is a pressing matter.

6. Development Variance Permit Application

a) VA000151 – Lot 2, Section 97, Sooke District, Plan 15036 (6400 Block East Sooke Road)

Iain Lawrence spoke to the staff report and the request for a variance to reduce the requirement that 10% of the parcel front onto a highway and to reduce the minimum width of a panhandle access strip for the purpose of creating a three-lot subdivision in the Rural Residential 6A (RR-6A) zone. Iain Lawrence advised that the staff report incorrectly notes that the applicant is requesting a variance to reduce the frontage requirement from 149.77 m (10%) to 13.4 m (0.0089%). It was confirmed that the variance is to reduce the frontage requirement from 149.77 m (10%) to 13.4 m (0.89%). It was further confirmed that no comments have been received in response to the notice of intent mailed to adjacent property owners within 500 m of the subject property.

The Chair confirmed that the applicant and agent were present.

The applicant responded to questions from the LUC and the public advising that:

- the 10 m panhandle would provide driveway access to Lots 1 and 2 from East Sooke Road
- an easement connecting the panhandle to Lot 3 is proposed to accommodate road construction in future, if required by the Ministry of Transportation and Infrastructure
- a seven lot bare land subdivision is proposed for Lot 3 (SU000700) and includes two cul-de-sacs
- access over the easement adjoining the two subdivisions will be restricted by a cul-de-sac
- the two subdivisions will be serviced by two different hydrant systems

Iain Lawrence confirmed that the access to the bare land strata would be through an adjacent development which is accessed from Cole Road.

MOVED by Stan Jensen, **SECONDED** by Sandy Sinclair that the Land Use Committee recommends to the CRD Board:

That Development Variance Permit VA000151, for Lot 2, Section 97, Sooke District, Plan 15036, to vary:

- i. Juan de Fuca Land Use Bylaw No. 2040, Part 1, Section 3.10(4) by reducing the required frontage for proposed Lot 3 from 149.77 m (10%) to 13.4 m (0.89%); and
- ii. Juan de Fuca Land Use Bylaw No. 2040, Part 1, Section 3.10(5)(b) by reducing the minimum width of a panhandle access strip from 20 m to 10 m

for the purpose of creating a three-lot subdivision, be approved.

CARRIED

7. Proposed Bylaw

a) New Juan de Fuca Development Approval Information Bylaw No. 4294

Iain Lawrence spoke to the staff report and proposed Bylaw No. 4294 which would update development approval information requirements for applications in the Juan de Fuca.

MOVED by Stan Jensen, **SECONDED** by Ron Ramsay that the Land Use Committee recommends to the CRD Board:

- a) That Bylaw No. 4294, "Juan de Fuca Development Approval Information Bylaw No. 3, 2019", be introduced and read a first, a second and a third time; and
- b) That Bylaw No. 4294 be adopted.

CARRIED

8. Adjournment

The meeting adjourned at 7:12 pm.

Chair