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**Minutes of a Meeting of the Juan de Fuca Land Use Committee
Held Tuesday, January 19, 2021, at the Juan de Fuca Local Area Services Building
3 – 7450 Butler Road, Otter Point, BC**

PRESENT: Director Mike Hicks (Chair), Stan Jensen (EP), Vern McConnell (EP), Roy McIntyre (EP), Ron Ramsay (EP), Dale Risvold (EP), Sandy Sinclair (EP)
Staff: Iain Lawrence, Manager, Community Planning (EP); Wendy Miller, Recorder (EP)
PUBLIC: 4 EP

EP – Electronic Participation

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

1. Election of Vice Chair

Director Hicks called for nominations for the position of Vice Chair of the Juan de Fuca Land Use Committee for 2021 and Sandy Sinclair's name was put forward. Sandy Sinclair declined the nomination.

Director Hicks called a second time for nominations for the position of Vice Chair and Roy McIntyre's name was put forward. Roy McIntyre stated that he would stand for the position. Director Hicks called a third time for nominations and, as there was none, Roy McIntyre was acclaimed Vice Chair.

2. Approval of the Agenda

MOVED by Dale Risvold, **SECONDED** by Sandy Sinclair that the agenda be approved.

CARRIED

3. Approval of the Supplementary Agenda

MOVED by Vern McConnell, **SECONDED** by Dale Risvold that the supplementary agenda be approved.

CARRIED

4. Adoption of Minutes from the Meeting of December 15, 2020

MOVED by Sandy Sinclair, **SECONDED** by Roy McIntyre that the minutes from the meeting of December 15, 2020, be adopted.

CARRIED

5. Chair's Report

The Chair thanked everyone for coming to the meeting.

6. Planner's Report

No report.

7. Development Permit with Variance Application

a) DV000073 - Lot 5, Section 87, Sooke District, Plan VIP64712 (Seedtree Road)

Iain Lawrence spoke to the staff report and the application for a development permit with variance to address the Steep Slopes, Riparian, and Sensitive Ecosystem (DP) guidelines, and to reduce the requirement that 10% of the parcel perimeter fronts onto a public highway, for the purpose of authorizing the development of a subdivision.

Iain Lawrence highlighted the subject property map and the proposed plan of subdivision.

Iain Lawrence confirmed that:

- the applicant has submitted an application for a 2-lot subdivision for a relative under Section 514 of the *Local Government Act*
- as there are four existing homes, the property is built out
- accordingly, no professional reports have been requested as part of the subdivision process
- development permits and accompanying professional reports would be required at such time that development activities are planned within the designated development permit areas
- no comments were received in response to the notice of intent mailed to adjacent property owners within 500 m of the subject property

Iain Lawrence responded to a question from the LUC advising that proposed Lot 2 is accessed by an existing driveway easement through the neighboring property to the east.

The applicant stated that the access easement for 670 Seedtree Road (proposed Lot 1) over the neighbouring property to the west was established when the property was initially developed.

MOVED by Stan Jensen, **SECONDED** by Roy McIntyre that the Land Use Committee recommends to the Capital Regional District (CRD) Board:

That Development Permit with Variance DV000073 for Lot 5, Section 87, Sooke District, Plan VIP64712, to authorize a 2-lot subdivision within Steep Slopes, Riparian, and Sensitive Ecosystems Development Permit Areas, and to vary Juan de Fuca Land Use Bylaw No. 2040, Part 2, Section 3.10(4) by reducing the minimum road frontage requirement from 10% (97.68 m) to 8.75% (85.49 m), be approved.

CARRIED

8. Zoning Amendment Application

a) RZ000269 - Lot 1, Section 18, Otter District, Plan VIP53538, Except Part in Plan VIP77828 (4460 Rannveig Place)

Iain Lawrence spoke to the staff report and the application to rezone the split-zoned property to create two additional rural residential parcels.

Iain Lawrence highlighted the subject property map, proposed zoning boundaries, and the proposed plan of subdivision.

Iain Lawrence confirmed that the LUC directed referral of the proposal to agencies and to the Otter Point Advisory Planning Commission (APC) at its November 17, 2020, meeting. The APC met on December 8, 2020, to consider the proposal. Three letters and a petition in support of the application were received at that time. The APC recommended support for the rezoning proposal.

Iain Lawrence directed attention to the referral comments included in the staff report and on the supplementary agenda. The referral comment from the Ecosystems Section of the Ministry of Forests Lands and Natural Resource Operations notes the requirement for a *Riparian Areas Protection Regulation (RAPR)* assessment report. Iain Lawrence reported that the *RAPR* report will be requested at the time of subdivision.

MOVED Sandy Sinclair, **SECONDED** Roy McIntyre that the Land Use Committee recommends to the Capital Regional District (CRD) Board:

- a) That the referral of proposed Bylaw No. 4380, “Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 148, 2020” directed by the Juan de Fuca Land use Committee to the Otter Point Advisory Planning Commission, appropriate CRD departments, BC Hydro, District of Sooke, FLNR - Archaeology Branch, FLNR - Environmental Stewardship Division Island Health, Ministry of Environment & Climate Change Strategy – Water Stewardship Division, Ministry of Transportation & Infrastructure, RCMP, Sooke School District #62 and T’Sou-ke First Nation be approved and the comments received;
- b) That proposed Bylaw No. 4380, “Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 148, 2020” be introduced and read a first time and read a second time; and
- c) That in accordance with the provisions of section 469 of the *Local Government Act*, the Director for the Juan de Fuca Electoral Area, or Alternate Director, be delegated authority to hold a Public Hearing with respect to Bylaw No. 4380.

CARRIED

9. Adjournment

The meeting adjourned at 7:16 pm.

Chair