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**Minutes of a Meeting of the Otter Point Advisory Planning Commission  
Held January 16, 2017 at Juan de Fuca Local Area Services Building, 3-7450 Butler Road,  
Otter Point, BC**

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**PRESENT:** Al Wickheim (Chair), Bud Gibbons, Sid Jorna, Anne Miller, Stephen Smith  
**Staff:** Iain Lawrence, Local Area Planning Manager; Wendy Miller, Recorder  
**PUBLIC:** 6

The meeting was called to order at 7:05 p.m.

**1. Elections**

Iain Lawrence called for nominations for the position of Chair of the Otter Point Advisory Planning Commission (APC) for 2017 and Al Wickheim's name was put forward. Iain Lawrence called two times for further nominations and, as there were none, Al Wickheim was declared Chair.

The Chair called for nominations for the position of Vice Chair of the Otter Point APC for 2017 and Sid Jorna's name was put forward. The Chair called two times for further nominations and, as there were none, Sid Jorna was declared Vice Chair.

**2. Approval of the Agenda**

**MOVED** by Bud Gibbons, **SECONDED** by Sid Jorna that the agenda be approved.

**CARRIED**

**3. Approval of Supplementary Agenda**

Iain Lawrence directed attention to the supplementary submission received from Heather Phillips, Otter Point, stating no issue with the amendments proposed by Bylaw No. 4104.

**MOVED** by Bud Gibbons, **SECONDED** by Sid Jorna that the supplementary agenda be approved.

**CARRIED**

**4. Adoption of the Minutes of March 1, 2016**

**MOVED** by Bud Gibbons, **SECONDED** by Stephen Smith that the minutes of the meeting of March 1, 2016 be adopted.

**CARRIED**

**5. Planner's Report**

a) Bylaw No. 4054 (RZ000241), considered by the APC at its March 1, 2016 meeting, was adopted September 14, 2016, rezoning six lots in the Sooke Business Parks from General Industrial to General Industrial – Medical Marihuana.

b) The Regional Growth Strategy update, Bylaw No. 4017, has been referred to the municipalities for acceptance. If acceptance cannot be reached, provincial legislation sets out a process for resolving outstanding matters.

c) *Shaping the Capital Region Over 50 Years*, a commemorative book celebrating the CRD's 50<sup>th</sup> anniversary since incorporation in 1966, is being distributed to all local Advisory Planning Commission members.

- d) Staff has been in contact with TimberWest and WorkSafeBC regarding recent blasting related to road expansion and quarry work. Although Electoral Areas have no authority to regulate blasting, staff has communicated concern relayed by residents regarding blasting start time, blasting load and general concern for livestock.

Public attendees stated support for further public notice/signage regarding the blasting/road work anticipated to continue until the end of March.

Iain Lawrence advised that he will contact TimberWest to relay support for additional notice of work.

Anne Miller entered the meeting at 7:10 p.m.

**MOVED** by Sid Jorna, **SECONDED** by Bud Gibbons that the Planner's report be accepted.  
**CARRIED**

## **6. Proposed Bylaw**

### **a) Bylaw No. 4104, "Official Community Plan for Otter Point Bylaw No. 1, 2014, Amendment Bylaw No. 1, 2016"**

Iain Lawrence spoke to the staff report and proposed amendment to the Otter Point Official Community Plan (OCP). It was advised that the bylaw amendment was initiated by staff to incorporate updated Steep Slopes Development Permit Area (DPA) mapping and to revise the Land Use Designation map to re-designate a parcel that was previously excluded from the Agricultural Land Reserve (Lot 1, Section 7, Otter District, Plan 22721).

Iain Lawrence advised that updated Map 5a: Steep Slopes Development Permit Area, included in proposed Bylaw No. 4014, eliminates all polygons with a slope length of less than 10 m, meeting the definition of Steep Slope as prescribed in the OCP. It was further advised that the parcel described as Lot 1, Section 7, Otter District, Plan 22721 was excluded from the Agricultural Land Reserve in 2009 but was not re-designated as part of the OCP update that was completed in 2014.

Two representatives for Lot 1 provided comment advising that:

- the subject property has been jointly owned since the parcel was created in 1969
- the five houses on the property are on one title with each title holder owning a share in the property
- the five houses have been individually surveyed
- each house has a separate septic system
- water diversion issues along West Coast Road have not impacted the subject property

Iain Lawrence responded to a question from APC confirming that the Settlement Area Policies in the Otter Point OCP support consideration of rezoning applications for parcels with multiple dwellings constructed prior to adoption of the OCP.

The Chair confirmed that the bylaw amendment being considered by the APC this evening would not rezone Lot 1.

Iain Lawrence responded to further questions, advising that:

- previous mapping for Steep Slopes was derived from BC TRIM data, providing 20 m contour data
- new mapping for Steep Slopes was derived from stereoscopic images, providing 1 m contour data
- should Map 5a incorrectly identify a development as being within a Steep Slopes DPA, the OCP outlines that a development permit is not required where it can be demonstrated that the proposed development is located outside the designated DPA
- Where staff cannot easily determine if the development is outside the designated DPA, a professional report acceptable to the CRD would need to be provided

**MOVED** by Bud Gibbons, **SECONDED** by Stephen Smith that the Otter Point APC supports amendment Bylaw No. 4104 to incorporate updated Steep Slopes Development Permit Area mapping and to revise the Land Use Designation map to re-designate Lot 1, Section 7, Otter District, Plan 22721 from Rural Lands – Agriculture Land Reserve to Settlement Area 1. **CARRIED**

## **7. Adjournment**

**MOVED** by Sid Jorna, **SECONDED** by Anne Miller that the meeting adjourn.

**CARRIED**

The meeting adjourned at 7:32 p.m.

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Chair