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**Minutes of a Meeting of the Otter Point Advisory Planning Commission
Held December 8, 2020 at Juan de Fuca Local Area Services Building, 3-7450 Butler Road,
Otter Point, BC**

PRESENT: Anne Miller (Chair) (EP), Bud Gibbons, Sid Jorna (EP), Stephen Smith
Staff: Emma Taylor, Planner (EP); Wendy Miller, Recorder (EP)
ABSENT: Al Wickheim
PUBLIC: 7 (EP)

EP – Electronic Participation

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

1. Elections

Emma Taylor called for nominations for the position of Chair of the Otter Point Advisory Planning Commission (APC) for 2020 and Anne Miller's name was put forward. Emma Taylor called two times for further nominations and, as there were none, Anne Miller was acclaimed Chair. Noting that this will be the first and last meeting of the APC in 2020, the election for the position of Vice Chair was not held.

2. Approval of the Agenda

MOVED by Anne Miller, **SECONDED** by Sid Jorna that the agenda be approved.

CARRIED

3. Approval of the Supplementary Agenda

MOVED by Bud Gibbons, **SECONDED** by Stephen Smith that the supplementary agenda be approved.

CARRIED

4. Adoption of the Minutes of September 10, 2019

MOVED by Sid Jorna, **SECONDED** by Anne Miller that the minutes of the meeting of September 10, 2019, be adopted.

CARRIED

5. Planner's Report

Emma Taylor reported that at its last meeting the APC considered Zoning and Official Community Plan Amendment Application RZ000267 (3542 & 1-3542 Otter Point Road). At its October 14, 2020 meeting, the CRD Board gave approval of the rezoning subject to conditions. Emma Taylor responded to questions from the APC confirming that the application remains in-progress and that the application no longer includes the proposed aquaponics facility.

The APC received the report as information.

6. Rezoning Application

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

Emma Taylor spoke to the staff report and the request to rezone the subject property to create two additional rural residential parcels by rezoning a portion of the subject property

from Rural A-1 to Rural Residential 2 (RR-2) and rezoning a portion of the property from Rural A-1 to Agricultural AG-1.

Emma Taylor confirmed that the Juan de Fuca Land Use Committee considered the application at its meeting of November 17, 2020 and recommended that the proposal be referred to agencies and to the Otter Point Advisory Planning Commission. Emma Taylor directed attention to the Otter Point Official Community Plan policies for consideration of an application for rezoning, as included in the staff report. Emma Taylor further directed attention to the submissions received in response to the notices delivered to owners and occupants within 500 m of the subject property, as included on the supplementary agenda.

Emma Taylor confirmed that:

- a Qualified Environmental Professional's report will be requested to support a development permit application as part of the subdivision application process as the property is designated as a Watercourse and Wetland development permit area
- there are covenants registered on the title limiting building and alterations adjacent to the creek
- a further covenant is registered on title requiring geotechnical review prior to construction
- the statutory requirement for park dedication is not triggered as only two new lots are being created
- an application for subdivision for a relative as permitted by *Local Government Act* has not been submitted
- the applicants have declared that subdivision is being pursued for family members

Emma Taylor advised that the applicants and members of the public are in attendance.

The applicant stated that:

- after the property was initially rezoned in 2011 to Rural A-1 and Agricultural AG-1, a second dwelling was built
- the second dwelling is occupied by her son
- the intent of the rezoning application to permit subdivision to create one lot for her son and one lot for her daughter
- wells, hydro and septic are already in place for the two proposed lots
- the two proposed lots are sited to the north-east, well away from Orveas Creek
- there are no trails on subject property

MOVED by Sid Jorna, **SECONDED** by Stephen Smith that the Otter Point Advisory Planning Commission report to the Juan de Fuca Land Use Committee that it supports the rezoning application.

CARRIED

7. Adjournment

The meeting adjourned at 7:19 pm.

Chair