



Making a difference...together

SALT SPRING ISLAND TRANSPORTATION COMMISSION

Notice of Meeting on **Tuesday, April 15, 2014 at 4:00 PM**

145 Vesuvius Bay Road, Salt Spring Island, BC

Donald McLennan
Ross Simpson
Wayne McIntyre

Andrew Haigh
Nigel Denyer

Robin Williams
Sheryl Taylor-Munro

Dennis Fortin
Kevin Bell

AGENDA

1. Approval of Agenda

2. Adoption of Minutes of March 18, 2014

3. Presentations/Delegations

John Wakefield – Wayfinding Signage

4. Reports-Chair and Director

5. Outstanding Business

5.1 NGTP Rainbow Road Phase - Rainbow Road Drainage Study

That the Salt Spring Island Transportation Commission recommends that a drainage study be carried out for Rainbow Road between the Recreation Centre entrance and Lower Ganges Road.

The study should include the Swanson and Ganges Creeks catchment areas, which include Kanaka Avenue (west) and the High School properties.

The study should also consider the adequacy of the existing and proposed drainage utilities within the Rainbow Road Project corridor, and in particular, consider the level of risk and consequences of flooding of:

- a. The Windsor Plywood, Murakami Gardens and SD 64 Maintenance Buildings and other properties along Rainbow Road.
- b. The areas around Kanaka Road (East) / Jackson Road / Rainbow Road intersections (vicinity of the Co-op Gas station)

5.2 NGTP Phase I – Lower Ganges Road Final Costs

5.3 Bus Shelter Update-Commissioner Williams

5.4 PCP 2014 Project Update-Commissioner Denyer

To ensure quorum, advise Tracey Shaver 250 537 4448 if you cannot attend.



Making a difference...together

6. New Business

6.1 Stakeholder Event- May 1, 2014

6.2 Active Transportation Wayfinding Initiative

6.3 Bylaw Referral-Islands Trust - SS-RZ-2013.5 – 315 Robinson Road

6.4 Proposed Subdivision for - 114 Swanson

7. Motion to Close Meeting in accordance with the Community Charter Part 4, Division 3, Section 90 (1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; (c) Labour relations or other employee relations

8. Next meeting: May 20, 2014 4:00 PM

9. Adjournment

Communications and Information only items-see appendix A, B

A. Correspondence Summary

B. Project Status Report



Making a difference...together

**Minutes of the Regular Meeting of
the Salt Spring Island Transportation Commission
Held March 18, 2014, 145 Vesuvius Bay Road, Salt Spring Island, BC**

DRAFT

Present: **Director:** Wayne McIntyre

Commission Members: Donald McLennan (Chair), Robin Williams (Vice Chair), Ross Simpson, Nigel Denyer, Kevin Bell, Dennis Fortin, Andrew Haigh, Sheryl Taylor Munro

Staff: Karla Campbell, Senior Manager; Keith Wahlstrom, Contract Engineer, Michele Akerman, Recording Secretary

Chair called the meeting to order at 4:03 pm

1. Approval of Agenda

MOVED by Commissioner Simpson, **SECONDED** by Commissioner Bell,
That the agenda be approved as presented.

CARRIED

2. Adoption of Minutes of February 18, 2014.

MOVED by Commissioner Williams, **SECONDED** by Commissioner Fortin,
That the minutes of February 18, 2014 be approved with the following amendments:

1. Amend item 5 to: CFOX to CFAX
2. Amend item 7.1.3 [Working Group Formation] to read: *Discussed the formation of a working group and proposed terms of reference. The working group would be comprised of Commission Members, School Board representation and the Partners Creating Pathways (PCP) group. The Working Group will make recommendations to Commission.*

A Commissioner suggested advised that the working group membership be open to all interested commissioners and all interested members of the community as long as they meet criteria. They have to have some method to contribute rather than just being an observer. The working group will convene a meeting February 20, 2014 at 4:00pm at the Building Inspection offices in the Mouat Room.

3. Amend the Capital Reserve Fund motion to read: *That the Transportation Commission establish in **2014** a Capital Reserve Fund.*

CARRIED

The Chair will follow up with the Ferry Advisory Commissioner Chair regarding a summary of BC Ferry schedule revisions for the Commission.

3. Reports – Chair

A Commissioner recognized International Bus Drivers Day in honour of our great bus drivers.

4. Reports

4.1 Transportation Capital Budgets

A question was raised regarding the cost of Rainbow Road project The capital budget allocates \$420,000 plus 15% for soft costs which varies from the December 2013 budget recommendation of \$650,000. Staff to follow up.

4.2 2013 Pathway Project – Rainbow Road Indoor Pool to Atkins Road

The Commission requested clarification on project costs. Staff to follow up.

4.3 Project status report

A question was raised concerning the status the speed report done by a working group and where it is at. The Chair advised that that the Commission has not had a chance to comment or do anything further with it.

4.4 BC Transit-Monthly Revenue

The Commission requested monthly ridership to correlate with transit revenues.

5. Outstanding Business

5.1 NGTP Rainbow Road Phase

General discussion regarding the merits of introducing a parking lane in front of Windsor Plywood and the School Bus Depot.

MOVED by Commissioner Simpson, **SECONDED** by Commissioner Haigh, THAT the Salt Spring Island Transportation Commission (SSITC) endorses the following design elements for the NGTP Rainbow Road Phase, subject to the SSITC reaching a consensus with the Partners Creating Pathways (PCP), and School District No. 64 (SD64) granting approval to place the pathway on SD64 property:

1. Reduce the width of the pathway from 1.8 metres from the indoor pool to the entrance to the bus pullout adjacent to the high school ; and reduce the pathway from 2.5 metres from the high school bus pullout to Lower Ganges Road.
2. Delineate the pathway from the road thereby eliminating the need for asphalt curbing while retaining existing natural drainage swales and a rural “look”.
3. Use pathway blend rather than asphalt for all segments of the pathway except those fronting the SD64 Depot and Windsor.
4. Invite PCP participation to build the pathway to Capital Regional District (CRD) specifications
5. Retain provision for angle parking at SD64 Depot by moving the pathway onto SD64 property and by using hefty curbing where necessary to protect the pathway from parked vehicles while retaining as much of the existing asphalt as possible to minimize costs.
6. Utilize asphalt for the 2.5 metre pathway and the 2.6 metre parking lane fronting Windsor Plywood
7. Defer all planned engineering changes at Lower Ganges Road/Rainbow Road until the next NGTP phase, except moving the X-walk to the north side of the intersection.

8. Postpone property issue talks with the Law Office. Deferring major re-engineering of the intersection also allows the Commission to bring the project back to the Ministry of Transportation as a “warranted” improvement.

CARRIED

MOVED by Commissioner Denyer, **SECONDED** by Commissioner Taylor-Munro, That new design element for the NGTP Rainbow Road phase eliminate the proposed paved parking lane from Windsor Plywood fence to the SD64 bus pullout; and that the existing shoulder arrangement be left informal.

CARRIED

5.2 Bus Shelter Update-Commissioner Williams

Tenders were sent to four different contractors, the deadline for the submissions is March 19, 2014.

5.3 Partners Creating Pathways

PCP has been working on an CRD Active Transportation infrastructure grant proposal for \$50,000 to assist with projects this year, which are Churchill to Leisure Lane and along Mobys down to Lower Ganges Road. Concept design is still developing. PCP is favouring a road level pathway and working with adjacent business owners.

5.4 Regional Transportation Plan Feedback

MOVED by Chair McLennan, **SECONDED** by Commissioner Taylor-Munro, That the Salt Spring Island Transportation Commission endorses the Regional Transportation Plan feedback from the SSITC and Economic Development Commission and that a letter be sent to John Hicks, CRD Senior Transportation Planner.

CARRIED

6. New Business

6.1 SS Transit upcoming events

- Public consultation event scheduled for April 5
- Recommended providing a gift to the 100,000th transit rider
- Discussion regarding inviting Honourable Gary Holman to the media event. Chair to write a letter inviting him.
- Discussion regarding individualizing the buses décor to make them more appealing could be part of the service review.

6.2 Reimbursement Chair McLennan Expenses

MOVED by Commissioner Williams, **SECONDED** by Commissioner Fortin, That the Salt Spring Island Transportation Commission approves the reimbursement of \$220.00 to Chair McLennan for a commissioning of the graphic of the Rainbow Road Plan.

CARRIED

7. Correspondence/Information

For the information only.

8. Adjournment

MOVED by Chair McLennan, **SECONDED** by Commissioner Taylor-Munro,
That the meeting be adjourned at 6:00pm.

CARRIED

Capital Regional District Bicycle Wayfinding Guidelines

Draft 1 March 2014

Contents

1.0	Introduction	5
1.1	Context	6
1.2	Scope	8
1.3	Principles	10
1.4	Destinations	12
2.0	Regional Wayfinding System	15
2.1	Sign family	16
2.2	Decision sign	18
2.3	Confirmation sign	20
2.4	Turn Fingerboard	22
2.5	Off-network Waymarker	24
3.0	Design Guidance	27
3.1	Wayfinding strategy	28
3.2	Sign planning	33
3.3	Site assessment	37
3.4	Sign design	40

Appendices

1	Intersection example	To follow
---	----------------------	-----------

NGVTMP Phase 1

	<u>Pre-2013</u>	<u>2013</u>	<u>2014</u>	<u>Total</u>
FUNDING				
Community Works Funds	1,103,674	-	-	1,103,674
MOTI	450,000	-	-	450,000
SSI Transportation	63,060	-	-	63,060
TOTAL FUNDING	1,616,734	-	-	1,616,734
EXPENDITURES				
Bowerman	-	1,208,892	47,669	1,256,562
JE Anderson	-	139,285	4,704	143,989
Wolfe Milner	5,380	-	-	5,380
North Salt Spring Waterworks	-	1,541	-	1,541
Thurber Engineering	1,219	4,903	-	6,122
Rob Cannon	6,619	-	5,000	11,619
Stantec	-	5,947	-	5,947
BC Hydro	9,020	-	-	9,020
Advertising	2,118	-	-	2,118
Other	5,898	258	343	6,499
CRD				
Real Estate	13,404	-	-	13,404
Engineering	44,778	21,622	583	66,983
TOTAL EXPENDITURES	88,436	1,382,448	58,299	1,529,184
SURPLUS				87,550

Salt Spring Island Transit – Stakeholder Workshop

To ensure the on-going success of the island's award winning transit system, BC Transit, the Capital Regional District and the Salt Spring Island Transit Commission is conducting a service review to identify long-term public transit priorities and 'quick wins' to improve the service today. Key themes of the Service Review include:

- Building on the success of Salt Spring Island Transit
- Marketing the transit service and generating increased ridership
- Expanding transit service to other parts of the island
- Serving customers with mobility or cognitive challenges
- Improving the current bus schedule and Rider's Guide

As a Key Stakeholder you represent a major destination, community group, business organization or residential association with a vested interest in Salt Spring Island Transit and we want to hear from you! Your feedback is extremely valuable to the Service Review process, as it helps to ensure our recommendations reflect the needs of the Salt Spring Island community. Please join us and provide your input!

Salt Spring Island Transit: Stakeholder Workshop #1

When: Thursday, May 1st, 2014
9:30 am – 12:30 pm (sign in starts at 9:15 am, refreshments provided)

Where: Harbour House Hotel (Orchard Room)
121 Upper Ganges Road, Salt Spring Island

Please RSVP, by **Thursday April 17, 2014**, with the names and email addresses of up to two participants to:

Adam Cooper, Senior Transit Planner
Email: adam_cooper@bctransit.com

Please feel free to contact Adam if you have any questions about the event.

Can't make the stakeholder workshop? Join us this weekend for a public open house: **Saturday April 5th, 8:30 am to 4:00 pm at the Salt Spring Island Market**

SSITC Meeting 15 April 14
CRD Active Transportation Wayfinding Signage Initiative
Backgrounder and Notice of Motion

CRD Active Transportation Funding Program

CRD Active Transportation division is launching a program to fund wayfinding signage for bicycles. The project aims at getting signage installed this year to demonstrate the feasibility of the initiative. CRD has a pot of funding to put towards implementation. The SSITC has been asked if we are interested in participating in the program.

Delegate to our Meeting on April 15

John Wakefield is SSI's representative on the CRD PCMP Project Advisory Committee. John and I agreed it would make sense for him to attend the SSITC meeting on April 15 as a delegate to introduce the subject of the CRD Active Transportation wayfinding signage initiative.

PCMP SSI Edition

The Executive Summary in the recently-published PCMP SSI Edition identifies wayfinding signage as one of five priority focus areas for SSI. The project creates an important precedent for launching cooperation between SSI and the CRD Active Transportation Group on collaborative implementation of the key recommendations in the PCMP.

Here is the relevant extract from the PCMP Executive Summary:

EXECUTIVE SUMMARY

The PCMP SSI Edition recommends a series of priority measures, which can be undertaken in partnership to significant effect. By working primarily within the existing road right-of-way, the recommendations focus on widening the shoulder way so as to meet current best practices in cycling facilities, and reducing traffic speeds so as to create a calmer, safer travel environment for all modes. In addition to these key infrastructure changes, the following areas were identified as priority focus areas:

- Upgrade of safety conditions in Fulford Village and the ferry terminal approach
- Completion of Phases 2 – 5 of the North Ganges Transportation Plan
- Upgrade of safety conditions on Ganges Hill
- Traffic calming of Ganges Village
- Wayfinding signage which links the PIC bikeway to local routes and major destinations.

Here is what the PCMP says about wayfinding signage on SSI:

Wayfinding

Bicycle wayfinding signs help users identify the best cycling routes to key destinations. They also visually cue motorists that they are driving along a bicycle route. The PCMP Design Guidelines provide an overview of signage requirements based on TAC and the Canadian Manual on Uniform Traffic Control Devices (MUTCD C), as well as recommendations based on best practices for sign colour, placement, frequency, and content. On Salt Spring Island, key locations for wayfinding signs and information kiosks include all ferry terminals, Ganges Village, and key decision points along recommended routes. Salt Spring Island may choose to use the wayfinding signage proposed by the PCMP or develop a unique standard. If a unique design is selected it should include elements that make it recognizable as part of the regional cycling network (see Figure 2).



Figure 2: Wayfinding signage proposed by the PCMP

Issues for Future SSITC Consideration

There are a number of issues which appear to merit elaboration before the SSITC reaches a firm conclusion on the matter, namely:

- **funding**
- **number and location of signs**
- **manpower**
- **sign design**
- **consultation with MoT/MoT**
- **permits**

Next Steps

There is a case to be made for further exploring the wayfinding signage initiative:

- the PCMP Executive Summary identifies wayfinding signage as a priority focus area for SSI
- the project creates an important precedent for launching cooperation between SSI and the CRD Active Transportation Group on collaborative implementation of the key recommendations in the PCMP

Draft Motion for Discussion

Moved that the SSITC confirm its interest in exploring the possibility of collaborating with CRD Active Transportation on a wayfinding signage initiative which builds on the recommendations in the PCMP SSI Edition.

Donald McLennan, SSITC Chair
31 March 2014



Islands Trust

BYLAW REFERRAL FORM

1-500 Lower Ganges Road
Salt Spring Island, BC V8K 2N8
Ph: (250) 537-9144
Fax: (250) 537-9116
ssinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Salt Spring Island Trust Area Bylaw No.: N/A Date: March 7, 2013

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 30 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected. For your information, a Public Hearing to consider the Bylaw will be held once the proposal is advanced through the bylaw approval process.

APPLICANTS NAME / ADDRESS:

Cameron Chalmers c/o Platform Properties
315 Robinson Road, Salt Spring Island

PURPOSE OF BYLAW:

Note this is a preliminary referral for input into a rezoning application and OCP amendment prior to bylaw drafting. The applicant proposes to amend the Official Community Plan designation of the subject property from Rural Neighbourhoods to a new designation "Bullock Lake Recreational Cottage" and rezone the property from Rural (R) to a new zone that would permit 50 commercial guest accommodation units and a 557.4 m² (6000 ft²) multi-use "amenity" building.

GENERAL LOCATION:

315 Robinson Road, Salt Spring Island

LEGAL DESCRIPTION:

Strata Lots 1- 51, Section 7 Range 3 East, North Salt Spring Island Cowichan District Strata Plan VIS4458 Together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form 1.

SIZE OF PROPERTY AFFECTED:

6.20 ha (15.32 ac)

ALR STATUS:

n/a

OFFICIAL COMMUNITY PLAN DESIGNATION:

Rural Neighbourhood

OTHER INFORMATION:

This is a preliminary bylaw referral for early consultation. A second referral may be circulated if a bylaw is proposed for this development. Attached is a copy of a staff report received by the Salt Spring Island Local Trust Committee on February 27, 2014.

Please fill out the Response Summary on the back of this form. If your agency's interests are "Unaffected", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this proposal.

(Signature)

Name: _____

Title: _____

This referral has been sent to the following agencies:

Federal Agencies

N/A

Regional Agencies

Capital Regional District
CRD Building Inspection
CRD Engineering Services
CRD Regional Parks
CRD Economic Development Commission
Island Health

Provincial Agencies

Agricultural Land Commission
Ministry of Agriculture
Ministry of Environment
Ministry of Transportation & Infrastructure

Adjacent Local Trust Committees and Municipalities

N/A

PLEASE TURN OVER →

Non-Agency Referrals

SSI PARC (CRD)

SSI Transportation Commission (CRD)

Cedar Lane Water System (CRD)

First Nations

Chemainus First Nation

Cowichan Tribes

Halalt First Nation

Hul'qumi'num Treaty Group (for information only)

Lake Cowichan First Nation

Lyackson First Nation

Malahat First Nation - Te'Mexw Treaty Association

Pauquachin First Nation

Penelakut Tribe

Tsartlip First Nation

Tsawout First Nation

Tsawwassen First Nation

Tseycum First Nation

Date: February 20, 2014 **File No.:** SS-RZ-2013.5

To: Salt Spring Island Local Trust Committee
For the meeting of February 27, 2014

From: Justine Starke, Island Planner, Salt Spring Island

CC: Cameron Chalmers

Re: **Rezoning and OCP Amendment Bullock Lake Cottages**

Owner: 0915294 BC LTD

Applicant: Cameron Chalmers

Location: 315 Robinson Road
Strata Lots 1- 51, Section 7 Range 3 East, North Salt Spring Island Cowichan District
Strata Plan VIS4458 Together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form 1.

THE PROPOSAL:

This report presents a revised Bullock Lake Cottages development proposal for consideration of the Local Trust Committee. The applicant proposes to change the OCP designation of the subject property from Rural Neighbourhoods to a new designation "Bullock Lake Recreational Cottage" and rezone the property from Rural (R) to a new zone that would permit 50 commercial guest accommodation units and a 557.4 m² (6000 ft²) multi-use "amenity" building. The application was revised to exclude Phase 2, and remove Lots 2, 3, 4, 5 from any proposed development.



Existing Built Form Example

Specifically, the application is to create a "Bullock Lake Recreational Cottages" Official Community Plan policy framework that would include the following amendments:

1. Creation of a "Bullock Lake Recreational Cottages" designation and definition based on the development existing and proposed for the property for inclusion in the OCP;
2. An amendment to Map 1 of the OCP to redesignate Strata Lots 1-51 from the current Rural designation to the "Bullock Lake Recreational Cottages" designation;
3. The development of specific policy statements for the Local Trust Committee to consider in response to any future rezoning or development applications.

The proposed Land Use Bylaw amendment creates a new zoning framework to accommodate the Bullock Lake Cottages project. The proposal is to create a Comprehensive Development Zone (or new general commercial or commercial accommodation zone). The fundamental elements of the new zone are proposed to include the following:

1. New definitions of "recreational cottage" and "recreational cottage accommodation" or similarly named buildings and uses that permits the construction

- and use of cottages as non-residential cottage units for occupancy by owners, as well as managed accommodation units for the travelling public;
2. Inclusion of permitted use provisions to accommodate the amenity building, including accessory office space and a caretaker's suite;
 3. Size, siting, and setback criteria that reflects the built form on the property.

The application was further revised on February 3, 2014 with an amenity plan that proposes:

1. "The Amenity Building" – a multi-purpose building proposed to be available to community groups for booking at a reduced rate (cost recovery). The facility would also be reserved 20 hours/month priority booking for community groups. Community use of the building would be secured through a community use agreement.
2. "Conservation Covenant" – would establish a 30 metre conservation area through restrictive covenant that would protect the foreshore of Bullock Lake along the five properties owned by the applicant; equates to approximately 2.37 ha (5.68 ac) of land. In discussion with staff, the applicant has confirmed this to include a baseline ecological inventory of the existing sensitive ecosystem.
3. "Pedestrian/Bike Path Improvement" – a highway reservation agreement or public access easement agreement (or other mutually agreeable tool) to facilitate a bike/pedestrian path along the Robinson Road frontage of Strata Lots 1-51 and Lots 2-5 (excluding existing utilities and infrastructure).
4. Public Access to Lots 2-5 – 2.37 ha (5.86 acres) secured through legal agreement for a range of possible public uses. Suggestions include community gardens, passive recreation, or park uses. This would include restrictive covenant or other mechanism to prohibit future private development on these lots.

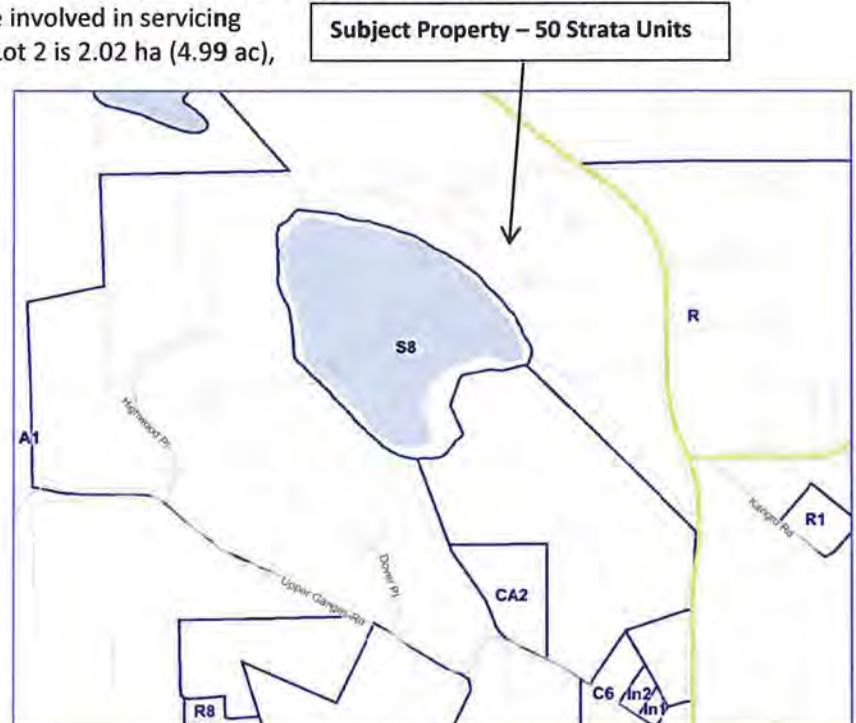
(Please see Appendix 1 to review full details of the amenity proposal)

SITE CONTEXT:

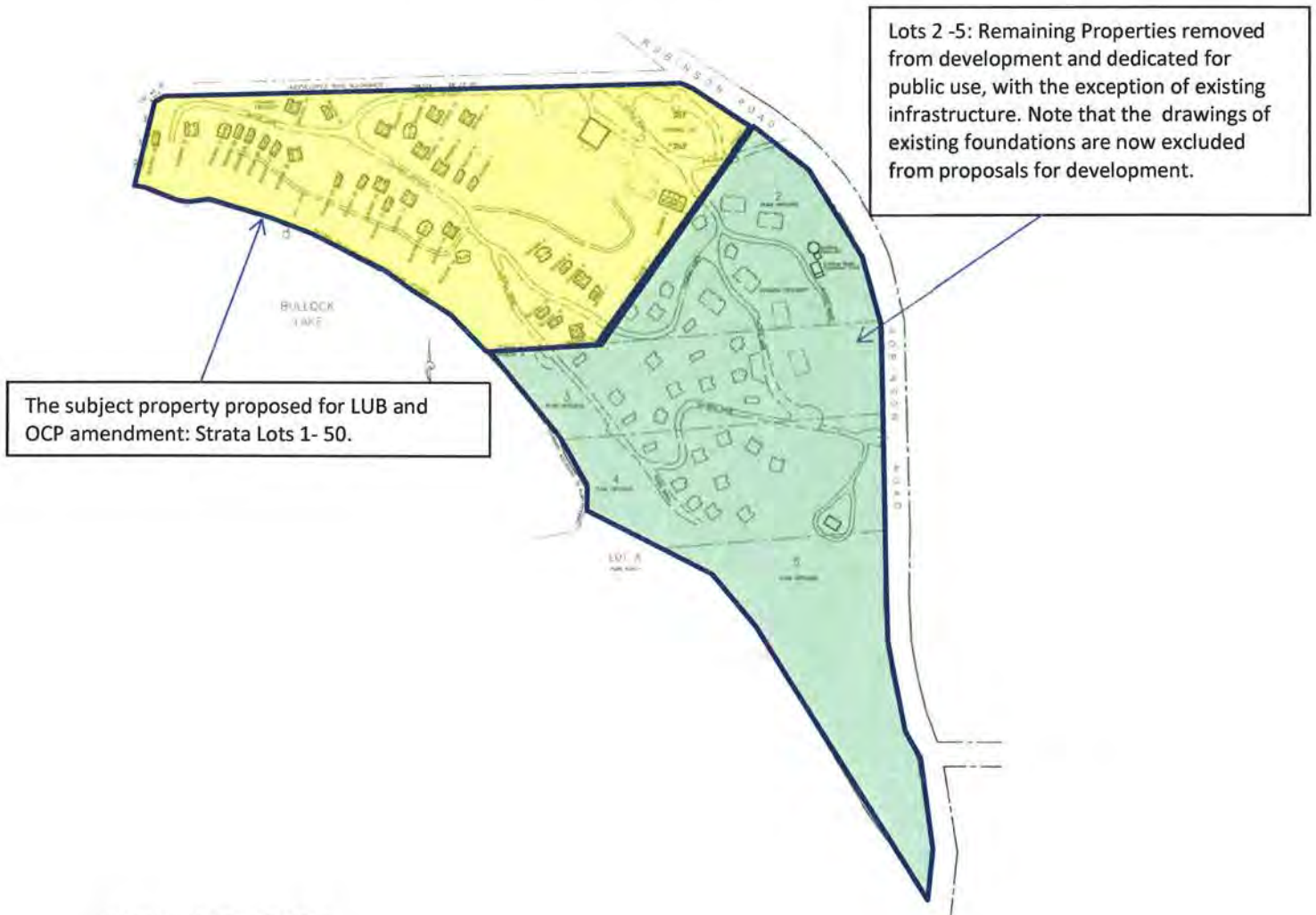
The total area of the site proposed for development is 6.20 ha (15.32 ac) and includes 50 strata lots and common property. The remaining lots 2-5 are not proposed for zoning and OCP amendments, but are held by the owner of the development and are involved in servicing infrastructure and in amenity proposals. Lot 2 is 2.02 ha (4.99 ac), Lot 3 is 2.02 ha (4.99 ac), and Lot 4 is 2.05 ha (5.07 ac). Lot 5 is 2.06 ha (5.1 ac) – it is in common ownership and has reciprocal access easements over Lots 1-4.

All subject properties have frontage on Robinson Road to the north and east, and frontage on Bullock Lake to the south and west.

There is an unopened Ministry of Transportation Right of Way on the western edge of the property. The subject properties are approximately 2.8 km from Ganges Village.



Bullock Lake Resorts Site Plan:



SITE CONTEXT CON'T:

According to Salt Spring Island Land Use Bylaw No. 355 the subject properties are zoned Rural (R). Properties to the northeast and to the south are zoned Agriculture 1 (A1) and are in the Agricultural Land Reserve. The neighbouring properties to the north and west and across Robinson Road to the east are also zoned Rural.

The subject properties are in a rural residential and agricultural neighbourhood. The property to the north is forested. The properties to the east and across Bullock Lake are residential, and two properties to the south are used for farming. The subject properties and properties to the north and east are designated "Rural Neighbourhoods" in the Salt Spring Island Official Community Plan Bylaw No. 434. There are two properties on the south side of Bullock Lake designated "Agriculture;" and Bullock Lake is designated "Marine Lake".

The subject properties slope toward Bullock Lake. There are 50 structures (cottages between 60 and 95% complete) on the strata lots and a foundation for an approximately 900 m² (9687 ft²) building on Strata Lot 1 and an additional 390 m² (4197 ft²) foundation on the strata common property. There are foundations for 73 additional structures on Lots 2, 3, and 4, which are no longer the subject of the proposed LUB and OCP amendments.

The average size of the structures on the strata lots is 105.95 m² (1140 ft²). The site also includes paved strata access routes on the common property that connect the existing structures and the servicing. There is connection to a water treatment building (approximately 90 m², 969 ft²) and reservoir (approximately 30 m², 323 ft²) on Lot 2 and a wastewater treatment building (approximately 120 m², 1292 ft²) on Lot 4. There is one dock that provides access to Bullock Lake.

Surrounding properties draw water either from individual wells or from Bullock Lake. Bullock Lake has been fully allocated in terms of water licenses. The surface area of Bullock lake is 10.2 ha (25.2 acres)¹. The lake has an estimated volume of 510 cubic decameters and flushes approximately once a year².

BACKGROUND

The Salt Spring Island Local Trust Committee received a preliminary report on this application on July 25, 2013. The Salt Spring Island Local Trust Committee passed the following resolution:

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee encourage the applicant for SS-RZ-2013.5 to hold a community information meeting (Chalmers, 315 Robinson Road). **CARRIED**

On November 14, 2014 the Salt Spring Island Local Trust Committee reviewed a request to enter into cost recovery for the applicant to resource a peer review of the technical reports. The SSI LTC passed the following resolution.

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee invite the applicant of SS-RZ-2013.5 (315 Robinson Road) to return with a request for extraordinary services and cost recovery in order to peer review its technical reports, following receipt of a revised proposal for a Land Use Bylaw and Official Community Plan amendment, and following a staff report that includes policy analysis of the revised proposal. **CARRIED**

The applicant did conduct community consultation on the project prior to finalizing submission of a revised development proposal. Site tours were advertised through the summer and fall and surrounding neighbours were invited to tour the site. There has also been selective consultation with community groups such as Water Council and the Chamber of Commerce. A community information meeting was held on November 30, 2013. On January 9, 2014, the SSI LTC received an update report with correspondence and results of the community consultation activities.

The following technical reports have been submitted with the application. All reports are available at the Islands Trust office.

- Applicant submission, "Bullock Lake Cottages Application for Official Community Plan Amendment and Rezoning," dated April 2013
- Revised Application – January 2014
- Amenity Proposal – February 3, 2014
- Economic Impact Study prepared by Grant Thornton, "Economic Impact Study, Bullock Lake Cottages, Salt Spring Island", dated December 2012

¹ Government of BC, Domestic Water Supply Potential of Blackburn, Bullock's, Ford, and Stowell Lakes Salt Spring Island, 1981. Retrieved from <http://www.env.gov.bc.ca/wat/wq/studies/drink81.pdf>

² Sprague, J. Nine Lakes on Salt Spring Island BC: Size, Watershed, Inflow, Precipitation and Evaporation, 2009. Retrieved from <http://www.islandstrust.bc.ca/ltc/ss/pdf/ssrptninelakes.pdf>

- Technical Memorandum (Water), prepared by Kerr Wood Leidal “Bullock Lake Cottages, Development Water Demands and Sustainable Well Yield”, dated May 1, 2013
- Hydrogeological Impact Assessment prepared by Waterline Resources Inc. “Hydrogeological Impact Assessment, Bullock Lake Cottages, Salt Spring Island, British Columbia”, dated May 14, 2013
- Technical Memorandum (Septic) prepared by Kerr Wood Leidal, “Wastewater System Assessment”, dated May 1, 2013.

CURRENT PLANNING STATUS OF SUBJECT LANDS:

Official Community Plan

Volume 1 - Land Use and Servicing Policies: The subject property is designated Rural Neighbourhoods (RL) by the OCP Bylaw No. 434. Bullock Lake is designated “Marine Lake”.

The entire shore of Bullock Lake is identified as a wetland on *OCP May 9a: Environmentally Sensitive Ecosystems* and on *Map 12: Potential and Existing Fish Habitat*. Robinson Road has been designated as a *Heritage and Scenic Road* by Map 15 and as a *bicycle route* by Map 5 of the OCP.

Please see Appendix 2(a) to review the OCP objectives that are considered relevant to this proposal; Appendix 2(b) contains an assessment of OCP policies. The discussion under “Staff Comments” is grounded in these objectives and policy considerations.

Volume 2 - Development Permit Area Policies: According to OCP Bylaw No. 434, the subject properties are located in the following Development Permit Areas:

- Development Permit Area 2: Non-Village Commercial and Industrial Island Villages,
- Development Permit Area 4: Lakes, Streams, and Wetlands, and
- Development Permit Area 5: Community Well Capture Zones.

Currently there is no application for any works; however development permit provisions would apply to any future construction including the proposed “amenity” building.

Land Use Bylaw 355

The land is currently zoned Rural by Land Use Bylaw 355.

Bullock Lake is currently zoned Shoreline 8.

The applicant has proposed including additional regulations in the Land Use Bylaw. The following elements of zoning would be relevant to LTC deliberations and could be drafted as part of a Bylaw:

Commercial Guest Accommodation Regulations: The applicant proposes to add new regulations to the Land Use Bylaw that would govern commercial guest accommodation.

Parking and Accessory Uses: LTC is encouraged to consider appropriate accessory uses and parking requirements for such a use. The Land Use Bylaw currently directs that one parking space be provided for each commercial guest accommodation unit. The applicant has indicated that they would seek a caretaker unit in addition to the 50 units of commercial guest accommodation.

Setbacks and Siting: The structures for Phase 1 and the treatment plants for servicing have been constructed, so LTC has limited ability to deliberate on appropriate siting for principal buildings. Further

measures to ensure that setbacks remain vegetated and clear of development may be proposed by the application following further consultation.

Trust Policy Statement:

If the Local Trust Committee resolves to proceed with the application, based on the OCP analysis staff will follow up with a report that analyses compliance with the Policy Statement and the Directives Only Checklist in accordance with Section 1.9 "Policy Statement Implementation" of the Islands Trust Policy Manual.

INTERESTS:

Islands Trust Fund:

The subject properties are not adjacent to any Islands Trust Fund properties.

Sensitive Ecosystems and Hazard Areas:

The shoreline of Bullock Lake, on the subject property as well as Lots 2-5, are identified as wetlands by the Islands Trust Ecosystem Mapping database. The same portions are identified on *OCP May 9a: Environmentally Sensitive Ecosystems*. The subject properties are also identified on *Map 12: Potential and Existing Fish Habitat*. The subject properties held by the owner are in a drainage basin that leads to a known fish bearing stream. Mapping has been completed by Madrone Environmental Services in June 2013 that identifies the Bullock Lake and shoreline wetlands as fish supporting and suggests a 10 metre SPEA for Bullock Creek.

Archaeological Sites:

Based on the data provided by the Provincial Remote Access to Archaeological Data, there are no known archaeological sites or areas of "significant potential" to contain unknown but protected archaeological sites on the subject property. This application will be referred to First Nations stakeholders as it proposes an amendment to the Official Community Plan.

Bylaw Enforcement:

There are no Islands Trust bylaw enforcement files on the subject properties.

Covenants:

- An Islands Trust Restrictive Covenant currently registered on title requires:
 - No construction: within 7.5 metres of Bullock Lake or 15 metres of any watercourse.
 - Flood protection: all construction to be 1.5 metres above natural boundary of the lake or any watercourse.
- Reciprocal internal access easements over the lots.
- Notice of Interest under Builder's Lien Act
- Statutory Rights of Way for BC Hydro and TELUS

Agricultural Land Reserve:

There is adjacent land in the Agricultural Land Reserve to the north and south. Groundwater supply has been demonstrated to be connected with land in the Agriculture Land Reserve across Robinson Road. A preliminary referral of the application to the Agricultural Advisory Planning Commission is recommended, as well as early consultation with the Agricultural Land Commission and the Ministry of Agriculture.

Servicing:

WATER

The applicant has provided two reports concerning water:

- Technical Memorandum dated May 1, 2013 from Kerr Wood Leidal regarding the water demand for the proposed development and sustainable well yield
- Hydrogeological Impact Assessment dated May 14, 2013 (received May 24, 2013) from Waterline Resources Inc.

A permit dated July 31, 2013 to operate the water system has been issued by the Island Health Authority. The permit contains the following conditions:

1. Correct the filter backwash line with an acceptable air gap to waste.
2. Implement a monitoring program to obtain additional information on the wells.

Early consultation with Island Health and the Ministry of Environment water Management Branch is therefore recommended.

The memo from Kerr Wood Leidal analyzed projected demand for the 50 units based on the following assumptions:

- Per capita water use will be 155 litres per day
- Occupancy of 2.5-3.0 persons per unit
- Water demand for the proposed additional multi-use building was estimated to be 30 litres per guest, for a maximum of 150 guests



The calculations in the memo posited a range of water demand from 6 m³ per day to 30 m³ per day and assumed that the average use would be 10.5 m³ per day. The sustainable yield for the production wells was 16.1 m³ (16 100 litres) a day

averaged over the year, which would mean that with the projected demand, the development would require an additional 310 m³ of water in July and August, when demand is expected to be highest. The memo from Kerr Wood Leidal concluded that there is an adequate supply of water based on these projections if an additional storage tank is constructed to cover the shortage expected in July and August. This additional storage would ensure the resort does not draw ground water in the summer, but uses the stored water for daily use.

Current rural servicing standards as reflected in the Salt Spring Island Land Use Bylaw No. 355 suggest the following:

- 680 Litres per day for a seasonal cottage, or
- 450 litres per day for a commercial guest accommodation unit, or
- 225 litres per day per bedroom for a bed and breakfast, and
- 1590 litres per day for a community hall or church

The table below presents water requirements that could be anticipated for 50 units using the subdivision standards of Bylaw 355:

Use	Land Use Bylaw Standards	Water Required for 50 units*
Seasonal Cottage	680 litres	35 590 litres
Commercial Guest Accommodation	450 litres per unit	24 090 litres
Bed and Breakfast	225 litres per bedroom	24 090** litres

*includes 1590 litres per day for Community Hall use

**assuming two bedrooms

The applicant's proposal suggests that water management measures could be implemented to support volumes less than those contemplated by the Land Use Bylaw. Measures proposed by Kerr Wood Leidal to manage and reduce the water use include:

- Use of reclaimed water for toilet flushing in multi-use building
- Efficient fixtures (low flow showerheads and toilets, and high efficiency clothes washers)
- No dishwashers in cottages
- Installation of water meters
- Water consumption monitoring program

It is suggested that this conservation program be further developed and secured through a legal agreement that also compelled the future Strata Corporation to report consumption results to the SSI LTC annually, in order to ensure water demand does not exceed the demand assumptions in the water reports or the sustainable yield of the wells. While this has been discussed with the applicant, there is yet to be a commitment provided in writing. The VIHA permit for the waste disposal facility also requires the owner to implement a water conservation education program for strata owners.

The applicant has provided written correspondence dated February 12, 2014 confirming its previous offer to enter into a cost recovery process for third party peer review of the hydrogeological and water supply reports submitted in support of the rezoning application for 50 cottages. This would be advisable, given the concerns raised with the assumptions inherent in the water reports as well as the general concern over water security of the region.

WASTE DISPOSAL FACILITY

The applicant has submitted a Technical Memorandum from Kerr Wood Leidal dated May 1, 2013 that provides an assessment of the constructed wastewater system and the expected wastewater flow for the 50 units. A permit was issued by the Ministry of Environment in 1996 to discharge 95 m³ of effluent per day. The permit was transferred to the current owners in 2012. According to the permit, the owner is required to post financial security and receive final certification of the facility and operators before the final operational permits will be issued. The permit also requires the applicant to undertake a monitoring program. It is noted that a study of Phosphorous levels are not required as part of the monitoring program.

The BC Sewerage System Standard Practices Manual states that daily wastewater flow rates are 1136 litres per residence for one and two bedroom residences up to 148 m² (1593ft²). For 50 units the effluent discharge would total 56.8m³ per day (in addition to 4.5³ per day for the multi-use building). The Kerr Wood Leidal memo suggests that a more conservative estimate be used and estimates that the average daily flow would be 17.5 m³ per day with a peak daily flow of 34.8 m³ per day. The memo states that the treatment facility will provide advanced secondary wastewater treatment that meets the Ministry of Environment permit requirements.

The wastewater report analyzes the impact of 50 units and the multi-use building, noting that the systems in place "will work together to minimize the amount of nitrogen and phosphorus discharged into the receiving environment". The report states that the wastewater will be similar to Class A municipal wastewater effluent which is defined in the "Municipal Wastewater Regulation" under the *Environmental Management Act* as: "high quality municipal effluent resulting from advanced treatment with the addition of disinfection and nitrogen reduction."

Impact on Riparian Area/shoreline

As noted, the Bullock Lake shoreline is identified as a sensitive ecosystem. The application notes that no additional development of the foreshore is contemplated and has proposed a conservation covenant to protect the riparian area within a 30 metre buffer (the Riparian Area Assessment found the SPEA to only be 10 metres). A larger, 30 metre buffer may assist in protecting other riparian values beyond fish habitat (such

as water quality). It is recommended that a Registered Professional Biologist conduct a baseline ecological inventory of the proposed conservation area. The SSI LTC may also consider requesting a report from a professional limnologist (or another relevant field) on avoiding the potential for nutrient loading, including phosphorus, of the lake. Protection of an intact environmentally sensitive area through a conservation covenant is identified as an eligible community amenity in the Official Community Plan.

The current zoning of Bullock Lake would not permit additional docks. The existing dock may be lawfully non-conforming with the Salt Spring Island Land Use Bylaw 355; the onus is on the land owner to demonstrate the dock was constructed prior to Bullock Lake being zoned Shoreline 8 in 2001. If the dock is to be established as legal non-conforming under Section 911 of the Local Government Act, removal of the dock may be required.

Best Management Practices for determining lakeshore development capacity are available and have been used in BC and other jurisdictions³. The Government of Ontario has sponsored research resulting in a Lakeshore Capacity Assessment Model⁴ that suggests a maximum number of units based on lake characteristics. Part of that calculation would include recognition of existing development potential around Bullock Lake. There are 11 properties currently surrounding the lake in addition to the properties under consideration for this application. If proceeding with this application LTC may wish to have this evaluation completed by the applicant recognizing potential for development of all properties under current zoning.

Contaminated Sites

Community members have alleged contamination from the historical construction and burned materials from the fire to be buried on the site. It should be noted that the area of concern is not on the property where the 50 strata lots are located, but on the adjacent Lot 2 which houses the servicing infrastructure. On January 9, 2014, the SSI LTC passed a resolution requesting information on how to address this.

In 1997, the Salt Spring Island Local Trust Committee, along with all the other Islands Trust Local Trust Areas, passed a resolution to opt out of the site profile system under the Environmental Management Act. (A site profile is a form on which information about the land and the past and present uses of a site is recorded. These forms are used under the Act to screen property for possible contamination). Nevertheless, all land owners and operators are still subject to other provisions in the Environmental Management Act Regulations. For example, a site owner, operator or trustee is required to submit a site profile directly to a Director of Waste Management when a site is decommissioned or subject to foreclosure, even when the local government has chosen to opt out of receiving site profiles⁵. Land Use Bylaw 355 Section 3.2.1(2) prohibits disposal of any waste matter on land except as may lawfully be discharged under the Sewage Disposal Regulation, the Agricultural Waste Control Regulation or the Waste Management Act.

The applicant has updated that the following actions are underway:

- Tour of the property in November with concerned community member(s) to specifically define the area of concern

³ East Kootenay Integrated Lake Management Partnership and Interior Reforestation Co. Ltd, Columbia Lake Shoreline Management Guidelines for Fish and Wildlife Habitats, 2010. Retrieved from ftp://ftp.rdek.bc.ca/pdf/planning%20files/ekilmp/columbia/columbiashorelinemanagementguidelines_august242010_a.pdf

⁴ Government of Ontario, Lakeshore Capacity Assessment Handbook, 2010, Retrieved from http://www.ene.gov.on.ca/stdprodconsume/groups/lr/@ene/@resources/documents/resource/std01_079878.pdf

⁵ http://www.env.gov.bc.ca/epd/remediation/fact_sheets/pdf/fs06.pdf

- After the January 9, 2014 LTC meeting, the applicant extensively excavated the area of concern in order to gain an understanding of what may be located there.
- A relatively minimal amount of ash-based non-native material was found, including a small amount of wood construction waste and metal brackets.
- The applicant feels they have been able to define the area, and at this point do not believe the area represents a dump site of toxic material.
- An environmental engineer has been contracted and will be submitting the material found for laboratory analysis as the land use process moves along, in order to confirm this does not pose an environmental problem to the area.

Transportation

Access from Ganges Village to the site is via Robinson Road. Road is designated as a segment of Scenic and Heritage Road by OCP Map 15. The road is also designated as a bicycle route on by OCP Map 5. Initial development plans propose a single main strata access road to Robinson Road with an additional emergency access. The strata access routes that provide access to the existing structures and servicing infrastructure have been developed. The strata council(s) would retain ownership of these access routes as common property.

The application did not include details regarding the impact of the proposal on existing traffic patterns. The property is approximately 2.8 kilometres away from Ganges which is generally considered to be on the outer limit of walkability⁶. However, width and alignment of Robinson Road past Long Harbour Road does not support pedestrian connectivity and makes walking less attractive to users.

The provision and construction of bicycle lanes, pedestrian and bicycle pathways or trails that add to or support links in the island trail network are considered an eligible community amenity in the Official Community Plan. A pedestrian path/bicycle path has been proposed by the applicant to run along Robinson Road. Should the application proceed, the details of this would be worked out in consultation with the CRD Transportation Commission and potentially Island Pathways. Early consultation and referral to the CRD Transportation Commission and the Ministry of Transportation and Infrastructure is therefore recommended.

Climate Change Mitigation and Adaptation

This application proposes to make use of resources that have already been used in the construction of the structures and alterations to the site. The applicant has also made reference to the carbon benefits of excluding Lots 2-5 from development. Pedestrian and/or bicycle infrastructure help mitigate climate change impacts. A shuttle bus or bicycle valet to and from the ferries could be included in the resort's operating program – this would encourage guests to leave their cars and come to Salt Spring on foot or by bike.

Economic Impact

The existing 50 units are already strata-titled and the proposed multi-use facility building will be owned by the strata corporation. The intent of the project is for each unit to be individually owned, with the owners having the option to include their unit in a managed rental pool. The applicant has submitted an Economic Impact study which posits the economic benefits of the development to the community of Salt Spring Island, based on economic multipliers. The study was not updated to reflect the revised application, but the information provided regarding Phase 1 is relevant. The study concludes that:

⁶ For discussion of this issue see: Moudon et al. Journal of Physical Activity and Health, 2006. Retrieved from http://activelivingresearch.com/files/JPAH_7_Moudon.pdf

- Construction of the amenity building and other development projected under “phase 1” will yield an estimated 40 full time jobs over the construction period, with a total estimated economic output of \$5.9 million.
- Once the resort is in full operation (phase 1) the operating impacts are projected to directly employ the equivalent of 32 full time workers annually, with direct expenditures totalling \$2,164,000.
- The cottages will generate visitation to Salt Spring Island and will not compete directly with existing accommodation facilities on Salt Spring Island.
- It characterizes the model as a destination resort with unique amenities distinct from other commercial accommodation types on SSI.
- The strata ownership model will generate extra community economic benefits through owner usage
- When in operation, the resort will contribute to the local economy by demanding cleaning services and supplies; office services and supplies; catering; events coordination; wedding planners; landscaping services; property/strata management services.

COMMUNITY INFORMATION MEETING(S):

The applicant held a community information meeting on November 30, 2013. The results of this meeting as well as a summary of consultation to date were provided at the January 9, 2014 SSI LTC Meeting.

Should the application proceed, LTC may wish to deliberate on an early referral to the Advisory Planning Commission, Agricultural Advisory Planning Commission, First Nations as well as other relevant agencies detailed in this report.

CORRESPONDENCE:

Since January 9, 2014, several neighbours and community members have submitted correspondence. This correspondence is attached as Appendix 4. The correspondence and general reaction to this proposal demonstrate significant neighbourhood concerns with the proposal; there is particular concern over water supply, impacts on adjacent wells, land use and impacts on the Bullock Lake ecosystem. There is also concern about the relative economic benefits to the Salt Spring economy that can be expected. The correspondence should be considered in its entirety, along with correspondence in previous SSI LTC agenda packages; please also consider the results of the community meeting in November 2013 that was hosted by the applicant at the LTC’s request and included in the January 9, 2014 staff report to the SSI LTC.

STAFF COMMENTS:

The applicant proposes to change the OCP designation of the subject properties from Rural Neighbourhoods to a new designation “Bullock Lake Recreational Cottage” and rezone the property from Rural (R) to a new zone that would permit 50 commercial guest accommodation units and a 557.4 m² (6000 ft²) multi-use building on Bullock Lake. This application is unique in its history and the fact that, with the exception of the amenity building, the built form of the proposal is largely complete. The existing buildings have never been occupied and the resort has never been used. Underlying discussion of the application is a question of the “existing non conformity” of the development. This is a matter that is separate from the land use planning deliberations of LTC and for which planning staff do not offer perspective or advice. From a policy perspective, the application proposes a significant increase in density from the existing zoning and OCP designation.

The key question for LTC to consider is whether there is merit in amending the OCP to support the rezoning of this property in order to support the existing built form to be used as a resort destination. The Salt Spring Island Official Community Plan contains a number of objectives and policies that relevant, as can be seen in

reviewing the appendices. Central to this application are considerations of impacts to ground water, impacts to the ecological health of Bullock Lake, neighbourhood impacts, and economic benefits.

Ground Water

The area is known to have issues with groundwater supply. The Kerr Wood Leidal memo assumed a completed water distribution system and concluded that the treatment system in place is adequate. This memo described two production wells on the property, a water treatment plant, and a water storage reservoir with a capacity of 332 m³.

The technical memorandum concerning water demands and sustainable well yield confirm there is adequate water for the proposed density and uses. The reports provided by the applicant make conservative assumptions about water use for occupancy of the 50 units. Estimates for water supply are based on the size of the units (assuming 2 bedrooms and average unit occupancy of 2.5 or 3 people). The report assumes water demand of 155 litres of water per day per capita which is less than the current requirements of the Land Use Bylaw and of the requirements of the Capital Regional District at the time of Building Permit application.

The water analysis notes that there will be water shortages during July and August and recommends additional water storage to make up the difference between demand and supply. The Waterline Resources Inc. report concluded that the existing wells are directly connected to wells on a neighbouring property. This report also concludes that the production wells are not likely to be connected to Bullock Lake and that pumping from the wells will not impact the water levels of the lake. The assumption that 16.1 m³ is a sustainable well yield is based on current water use of 3.3 m³ on the neighbouring ALR property. If water pumping from the neighbouring well increases, pumping 16.1 m³ litres per day for the commercial guest accommodation use is anticipated to draw down the aquifer.

It is recommended that should the SSI LTC proceed with this application, it enter into a cost recovery agreement with the applicant to have the water reports peer reviewed, as has been suggested by the applicant. Essential to this third party peer review is an analysis of the underlying assumptions and an assessment of the projected levels of water demand. Should this peer review support the conclusions of the existing reports, it is recommended that, as conditions of bylaw approval:

- the applicant install water metres on each of the units
- the applicant develop a water conservation management plan that includes education and holds consumption rates of each strata unit owner to those estimated in the water reports
- that the future strata corporation be required by legal agreement to report annually to the SSI LTC with the resulting water metre data for each of the strata units.

Economic Benefits

The applicant's economic impact study proposes that the cottages will generate visitation to Salt Spring Island that will not compete directly with existing resorts. The strata ownership model is proposed to complement the community by having the owners more engaged and committed to the community than on-time tourists. It is also thought this model will generate extra community economic benefits with year round spending. When in operation, the resort will contribute to the local economy by demanding cleaning services and supplies; office services and supplies; catering; events coordination; wedding planners; landscaping services; property/strata management services.

Health of Bullock Lake

The shoreline is known to be a sensitive ecosystem and an important riparian area for fish protection. The conservation covenant would include a baseline ecological inventory and an analysis of how to protect the riparian area from disturbance.

Potential impacts of the proposed development on Bullock Lake may be addressed through the conservation covenant and/or further professional reports offered by the applicant. To further conform with OCP policies, it is recommended that a drainage report be commissioned, as well as a professional report that makes recommendations on avoiding an increase in nutrient loading that may degrade water quality of the lake. The LTC may also seek specific advice from Ministry of Environment at time of Bylaw referral.

Neighbourhood Impact

While the neighbourhood has already been visually impacted by the development, the resort has never been occupied or used. The current zoning of the property and surrounding area permits low density residential development. The change in use will be screened from the road but the siting of the proposed development on the lake and the proposed size of the development is likely to have impacts on the character of the neighbourhood, especially with regard to traffic, noise, water supply, and level of activity.

Land or facilities for community cultural or recreational purposes is an eligible community amenity. The proposal to dedicate Lots 2-5 for community use has the potential to improve the neighbourhood by offering a opportunities for community gardening, hiking, or passive recreation. Removing these properties from residential development also serves to keep the neighbourhood less developed. Provision of transportation alternatives such as a pathway along frontage of Lots 1-51 and Lots 2- 5 as well as a conservation covenant along the shoreline are considered to meet some climate change goals and mitigate the traffic impact of the proposed development.

Community Amenity

The guidelines for amenity zoning applications are attached as Appendix 2(c). These guidelines do not contemplate an increase in density as significant as that proposed for this application. Further, the guidelines specify that the increase in density permitted as a result of the amenity contribution should not exceed the maximum density permitted by the existing neighbourhood designation. Despite this, the applicant has offered an amenity package that strengthens the proposal's compliance with OCP policies and also mitigates some of the perceived negative impacts of the development.

OCP Compliance

As can be seen by reviewing the OCP objectives attached in the Appendix 2a, there are a number of areas where the scale and location of this development is at odds with the goals of the community plan. The application proposes a density envisioned in the previous CA-2 Commercial Accommodation Zone, but proposes a significant increase in density for the current Rural Zoning. Without the proposed amendment to the OCP designation, the proposal is notably inconsistent with the policies of the Rural Neighbourhoods designation. However, the application is proposing a different OCP designation and deliberations should focus on the *OCP policies* that guide this decision. Appendix 2b demonstrates that there are two policies where the application conflicts directly with OCP policy and mitigative measures cannot be taken:

1. *B.2.3.2.3 Village containment boundaries for Ganges, Fulford and Channel Ridge Village are identified by the Village Designations on Map 1. The intent of village containment boundaries is to keep village development compact, and prevent 'leap frog' development, reduce the need for additional infrastructure and services, minimize the loss of rural lands, and minimize impacts on sensitive ecosystems and other environmentally sensitive areas. The Local Trust Committee should not approve rezoning applications that would allow large new commercial, institutional or multifamily development outside Village Designations. Exceptions should be made for new village or hamlet applications, for applications to provide affordable housing, for neighbourhood convenience stores and for home based businesses as*

outlined in Section B.3.2. Expansion or extension of containment boundaries should only be considered where there are no available sites within the containment boundaries. Any such expansion or extension should incorporate land next to an existing boundary, lands which do not contain sensitive ecosystems, lands which do not exhibit geo-technical or other hazards, lands that are along existing transportation routes, and lands which can provide efficient access to potable water and other services.

2. *B.3.1.2.7 No additional properties on Salt Spring Island should be zoned for resorts, hotels or motels until the percentage of built units has reached at least 80 per cent of the current (2008) development potential. Future levels of development around lakes and streams should be restricted if there would be negative impacts on the supply or quality of freshwater resources.*

A key deliberation is whether the future growth of Salt Spring Island would benefit from this proposal. The policy analysis reveals that there are a number of areas where the application can implement policy direction by proposing to protect the sensitive ecosystem, offering community benefits such as land and a facility for cultural activities and recreation, building an energy efficient amenity building, and by dedicating a bike/pedestrian path. Central to determining consistency with the OCP policies is the necessity to ensure that the resort will not negatively impact the groundwater supply of the neighbourhood. Further mitigation of the impacts of the development would be assisted by a drainage report, and the conservation covenants to ensure protection of water quality and the riparian area.

RECOMMENDATIONS:

OPTION 1: PROCEED NO FURTHER

The Local Trust Committee is advised that if it does not, in its discretion, consider an application to be sufficiently consistent with the Official Community Plan, it need not proceed further. As noted, there are many objectives of the OCP that caution against the location and scale of this proposal. There also are two key policies that are inherently at odds with the proposal, as discussed above. The precautionary principle is a central tenant of the Official Community and supports a motion of proceed no further.

OPTION 2: PROCEED TO EARLY CONSULTATION WITH AGENCIES

It is recommended that the SSI LTC decide on "Option 2." While the application is not seen to further a number of OCP objectives, it is the policies that require consistency in evaluating whether an application is in direct collision with an OCP. A deeper understanding of the application relative to the OCP policies can be achieved through a peer review of the water reports; a study of the potential for phosphorus to enter the lake, through feedback from relevant agencies; and through negotiations with the partners needed for implementation of the amenity package. In exercising this level of due diligence, the SSI LTC can indeed apply a precautionary approach and allow the community to consider the relative benefits of the proposal as a whole.

If the LTC does consider proceeding, the following next steps are recommended in advance of drafting bylaws for consideration:

1. Direct staff to refer the current staff report to the Advisory Planning Commission and the Agricultural Advisory Planning Commission.
2. Direct staff to send a preliminary referral to First Nations as well as the Ministry of Environment, Island Health, the Cedar Lane Water District, the Capital Regional District Transportation Commission, CRD Park and Recreation Commission, the CRD Economic Development Commission,

the Ministry of Transportation and Infrastructure, the Agricultural Land Commission, and the Ministry of Agriculture.

3. Direct staff to enter into a cost recovery agreement with the applicant for third party review of the potable and waste water reports, according to mutually agreed terms of reference. Essential to this third party peer review is an analysis of the underlying assumptions and an assessment of the projected levels of water demand. Should this peer review not support the properties' ability to provide water for the resort use without depleting neighbouring wells or exceeding a sustainable yield of the aquifer, it is recommended that the SSI LTC proceed no further with the application.
4. In order to lend certainty to the application, staff note that the anticipated steps prior to public hearing and/or prior to bylaw adoption would include:
 - a) Conservation Covenant to protect a 30 metre riparian area along the shore of Bullock Lake (excluding existing works). This covenant is to be informed by a baseline inventory of the riparian area performed by a Registered Professional Biologist or Ecologist, and including recommendations for mitigating upland impacts on the conservation area; and measures for annual covenant monitoring.
 - b) Implementation (through works or legal agreement) of a drainage study of the land that holds Lots 1-50 and common property, conducted by a Professional Engineer with expertise in hydrogeology.
 - c) Implementation (through works or legal agreement) of a professional report by a limnologist or similar registered professional that makes recommendations for avoiding any nutrient loading of Bullock Lake that may result from the resort's operation. If nutrient loading cannot be avoided, the SSI LTC is recommended to proceed no further with this application.
 - d) That the amenity building be required to include energy efficient design that exceeds the BC Building Code
 - e) A Community Use agreement for the amenity building to ensure reduced rental rates for community groups and 20 hours/month of priority booking.
 - f) Installation (or mechanisms to ensure installation) of water metres on each of the units
 - g) Development of a water conservation management plan that includes education of future strata members and guests
 - h) Implementation of the water conservation plan through a legal requirement for annual reporting to the SSI LTC by the future Strata Corporation, confirming consumption rates of each strata unit do not exceed the sustainable yield identified through professional reports
 - i) Construction (or mechanisms to ensure construction) of an additional water storage tank as per recommendations in the Kerr Wood Leidal water report.
 - j) Agricultural buffers as landscaping provisions in the bylaw
 - k) Agreement with the Transportation Commission or other entity for the dedication and construction (or other agreement) of a pedestrian or bicycle path along Robinson Road (excluding existing accesses and works).
 - l) Public Access to Lots 2-5 – secured through legal agreement for a range of possible public uses including but not restricted to: community gardens, passive recreation, or park uses. This would include restrictive covenant or other mechanism to prohibit future private development on these lots.
 - m) Any required easements to implement the project's goals.

RECOMMENDATIONS:

THAT the Salt Spring Island Local Trust Committee direct staff to refer the current staff report dated February 20, 2014 for application SS-RZ-2013.5 (Chalmers, 315 Robinson Road) to the Advisory Planning Commission and the Agricultural Advisory Planning Commission.

THAT the Salt Spring Island Local Trust Committee direct staff to send a preliminary referral of application SS-RZ-2013.5 (Chalmers, 315 Robinson Road) to First Nations as well as the Ministry of Environment, Island Health, the Cedar Lane Water District, the Capital Regional District Transportation Commission, CRD Park and Recreation Commission, the CRD Economic Development Commission, the Ministry of Transportation and Infrastructure, the Agricultural Land Commission, and the Ministry of Agriculture.

THAT the Salt Spring Island Local Trust Committee direct staff to enter into a cost recovery agreement with the applicant of SS-RZ-2013.5 (Chalmers, 315 Robinson Road) for third party review of the potable and waste water reports, according to a terms of reference mutually agreed to by the applicant and Islands Trust staff.

Prepared and Submitted by:

Justine Starke, Island Planner, Salt Spring
Island

Date

Concurred in by:

Leah Hartley

Date

Appendix 1: Amenity Proposal
Appendix 2a: OCP Objectives
Appendix 2b: OCP Policy Analysis
Appendix 2c: Amenity Zoning OCP Extracts
Appendix 3: Correspondence

**Amenity Proposal
Bullock Lake Cottages
315 Robinson Road
Salt Spring Island, BC
February 3, 2014
File #: SS-RZ-2013.5**

1 Introduction

The following represents a comprehensive amenity proposal in support of the application for Official Community Plan (OCP) and Land Use Bylaw (LUB) amendment at 315 Robinson Road. It is based on the revised application for the 50 existing cottage units submitted January 2014.

2 Background

In May 2013 application was made for OCP and LUB amendment to restore a commercial land use and appropriate zoning regulations for the 50 existing cottages and the existing foundations for another 73 units as a future second phase for a total of 123 cottages. The application also included a +/- 6,000 sq.ft. amenity building.

In January 2014, the Owner revised the application to eliminate any consideration of future development on the existing foundations, and limiting the application to only the 50 cottages that have been built on the property, a 60% reduction in the scale of the initial proposal.

The amendment was driven largely by comments and feedback heard through the public consultation process. That process also identified other community needs and aspirations that have informed this amenity proposal.

3 Proposed Amenities

The following amenities are being offered in conjunction with the approval of the rezoning application for the 50 existing cottages. All amenities will be provided or appropriately secured before adoption of the zoning bylaw. Any additional amenity requests, offsite improvements, or alterations to the proposal will affect this amenity proposal.



3.1 The Amenity Building

Amenity

The proposal includes the provision of an amenity building as described in the application. The upper level of the building will be made available to not-for profit and community groups and organizations on a cost-recovery basis as community space. The intent is the facility could be used for community meetings, gatherings, celebrations, and learning.

Implementation

The Owner is prepared to offer a "community use agreement" to make the facility available to not-for-profit organizations and other community organizations for events. The agreement will include provisions to cap the rental rate at the true cost-recovery rate for cleaning service and triple net for all community based rentals. The agreement will provide for a minimum availability of 20 hours per month for community use. The agreement will also contain provisions regarding scheduling practices for additional community use above the 20 hours per month which will be provided for at the reduced rental rate.

3.2 Conservation Covenant

Amenity

To acknowledge the sensitivity of the Bullock Lake foreshore, the Owner is prepared to enter into a conservation covenant, or other similar restrictive covenant, to preserve the foreshore of Bullock Lake and Bullock Creek riparian area.

In addition to the covenant, the Owner will agree to posting interpretive signage at all access points and at various intervals along the lake frontage advising of the sensitivity of the lake, and its importance to adjacent agricultural users, and to encourage preservation of the foreshore area.

Implementation:

If a suitably qualified and willing conservation organization (including the Islands Trust Fund) can be identified in a timely manner, the Owner will enter into a conservation covenant as legally described with that organization. If a suitably qualified and willing organization cannot be identified in a timely manner, the Owner will enter into a similar restrictive covenant prohibiting any disruption or development of the foreshore.



In either event, the agreement will establish no-development and no disturbance areas of 30 metres from the current surveyed boundary of the entire Bullock Lake and Bullock Creek frontages. This will equate to approximately 2.37 ha (5.86) acres of land to be conserved in perpetuity.

The agreement will also require the Owner, or any successors such as the Strata Council, to post and maintain interpretive signage about the ecological and agricultural importance of Bullock Lake for at all access points and at intervals along the frontage. If a conservation organization is involved, they can prepare the content of the signage in concert with the Owner should they choose.

The agreement will acknowledge the presence of the existing dock, and will provide for its repair or replacement with a similar size dock. Any existing development or improvement that exists as of the date of approval will be identified and exempted from the agreement.

3.3 Pedestrian/Bike Path Improvement

Amenity

In acknowledgement of the significance and extent of the Robinson Road frontage, the Owner is prepared to work with the Capital Regional District and/or Islands Pathways to facilitate pedestrian and cycling improvements along the extent of the Robinson Road frontage. This will involve making land available adjacent to the existing highway allowance for a separated pedestrian/cycling path.

Implementation

The Owner is prepared to enter into a highway reservation agreement, public access easement agreement, or other mutually agreeable document to provide access to 4 metres of the Strata Lots 1-51, and Lots 2-5 except where existing entrances, parking areas, service roads, as well as existing and future utilities and infrastructure are located. This amounts to a land dedication of up to 0.26 ha (0.64 acres).

Any agreement will indemnify and save harmless any Owner, Owner Developer, or Strata Corporation.

Any agreement will allocate responsibility for ongoing maintenance to the CRD, Islands Pathways, or other suitable organization. Additional details about the frontage trail will emerge through consultation with the CRD's Transportation Commission, and review of the relevant transportation and cycling plans.



3.4 Public Access to Lots 2-5

Amenity

The Owner is prepared to make most of Lots 2-5 available for public access and public use, except for the existing infrastructure locations. Under the current zoning, the land may be used for agricultural uses such as community gardens or other site suitable agriculture. Under the uses permitted in all zones, passive recreation such as pathways, agriculture, or other park uses are permitted for public enjoyment. This will result in approximately 6.23 ha. (15.39 acres) being made available for public access, in addition to the 2.37 ha (5.86 acres) of land encumbered by conservation covenants and existing servicing infrastructure.

Though there may be a small level of development for pathways, community agriculture, or park use, it is anticipated that the land will remain largely undeveloped and be allowed to regenerate to help protect the integrity of the lake, provide habitat, and offset some of the carbon impacts arising from the operationalization of the existing 50 cottages. The intent of the Owner is to preserve sensitive portions as described in the conservation covenant section, and then secondarily to provide public access for a range of public uses on the portions suitable for such use.

Implementation

There are several implementation options, depending on the long-term ownership of the lands, which will be resolved through the process. Though subject to final decision and negotiation, the present proposal is to have the Strata corporation own the land so as to protect the existing water and sanitary treatment plants and associated infrastructure. Security of existing utilities between properties is already restricted on title through reciprocal easement agreements.

The land would then be encumbered with agreements such as a park use agreement, public access easement agreement or other community use that permits public access to portions of it for pathways, community agriculture, passive recreation, and small park use such as a tot-lot, provided said access does not conflict with the conservation covenant areas, and protects the existing and future water and sewer infrastructure. Details of future development or programming will emerge through the remaining community and agency consultation.

There would likely also be a restrictive covenant preventing development or construction on the site for anything other than the uses noted above.

The Owner, Owner Developer, and/or Strata Corporation would all be indemnified and held harmless by any agreement.



4 Summary

As mentioned, the amenity proposal is calibrated to the approval of the rezoning application as amended in January 2014 for the 50 existing cottages. The amenity proposal would see approximately 9.11 ha (22.5 acres) of the 14.36 ha (35.5 acre) property, or over 61% of the land available, set aside for pedestrian improvements, conservation or community use.

Though this proposal suggests implementation options, the Owner is open to discussing whatever mechanisms or approaches necessary to achieve the amenities described herein.

Appendix 2(a) OCP Objectives SS-RZ-2013.5

Salt Spring Island Official Community Plan Bylaw 434 Objectives

General Objectives

A.4.1.1 To recognize and protect the fragility and significance of our natural environment as one of our community's greatest and irreplaceable assets.

A.4.1.2 To recognize and protect our unique nature as an island - a remote place, unconnected to other land masses, which exists at a smaller scale; a place where boundaries are absolute, resources are finite, and biophysical and socioeconomic impacts can be concentrated due to containment and proximity.

A.4.1.3 To retain our island's rural character and peaceful and quiet atmosphere; to guide development so that it complements the outstanding natural beauty that surrounds us and reflects our unique community character. To ensure that the predominant feature of Salt Spring Island remains the natural environment, rather than manmade structures.

A.4.1.4 To adopt the precautionary principle in the decision-making of the Local Trust Committee. The precautionary principle asserts that, when an activity raises threats of harm to human health or the environment, precautionary measures should be taken even if some cause-and-effect relationships are not fully established scientifically. In this context, the essential elements of a precautionary approach to decision-making include:

- a) a duty to take anticipatory action to prevent harm;*
- b) the right for the community to know complete and accurate information on potential human health and environmental impacts as best it can be determined;*
- c) requiring the proponent to supply this information to the public;*
- d) an obligation to consider alternatives and select the alternative with the least potential impact on human health and the environment, including the alternative of no change;*
- e) a duty to consider broader short-term and long-term costs and benefits to the community when evaluating potential alternatives; and*
- f) a responsibility to make decisions in a transparent, participatory manner, relying on the best available information.*

Environment

A.4.2.1 To recognize the importance of sustainability in all community decisions. To avoid land use decisions that threaten the integrity or sustainability of natural ecosystems.

A.4.3.3 To reflect the finite nature of islands by identifying limits to residential, commercial and institutional growth tailored to the community's land base and ecological carrying capacity. Special attention should be paid to ensuring that the human use of potable water can be sustained without negative impact on other values and uses for natural water bodies.

B.2.3.1.1 To encourage future development to locate away from environmentally sensitive areas, agricultural and forestry lands, community water supply watersheds, lands with the potential for surface erosion or slope instability, public lands, tidal waterfront, areas with outstanding natural beauty and views, or archaeological and historic sites. To ensure buffers are retained on settlement lands where they adjoin agricultural lands.

B.2.3.1.5 To create future settlement patterns that minimize energy and resource use.

Appendix 2(a) OCP Objectives SS-RZ-2013.5

C.3.1.1.1 To apply the precautionary principle in ensuring that the density and intensity of land use is not increased in areas which are known to have concerns with the supply of potable water.

C.3.3.1.1 To avoid zoning changes that result in the depletion of existing wells or springs or water bodies used as water supplies.

A.4.3.3 To reflect the finite nature of islands by identifying limits to residential, commercial and institutional growth tailored to the community's land base and ecological carrying capacity. Special attention should be paid to ensuring that the human use of potable water can be sustained without negative impact on other values and uses for natural water bodies.

A.4.3.4 To accommodate and direct appropriate development so that its location, appearance and impact are in harmony with the natural environment, community resources, character and existing land uses. To ensure that clustered settlements are well designed so that they become and remain acceptable and compatible with existing development.

Community Character

A.4.4.1 To ensure that our community continues to function as an authentic, resident-centred community in the face of internal and external pressures to change and grow; to ensure that growth, including the growth of tourism, is managed in a way that does not displace or detract from our community's important function as a home for its residents.

A.4.3.4 To accommodate and direct appropriate development so that its location, appearance and impact are in harmony with the natural environment, community resources, character and existing land uses. To ensure that clustered settlements are well designed so that they become and remain acceptable and compatible with existing development.

B.2.3.1.2 To redirect the island's future pattern of settlement from one of "modest overall density" to one that includes clusters of development interspersed with large areas of open space, protected areas, and resource lands. To guide future development into clusters and towards existing or new villages and hamlets where non-automotive transportation alternatives and appropriate services are available and most efficiently and affordably provided.

B.2.3.1.3 To create future settlement patterns that reduce dependency on private automobiles and encourage other forms of transportation such as walking, cycling and public transit.

B.2.3.1.4 To create future settlement patterns that allow for the efficient and affordable delivery of public services such as road maintenance, utilities, school transportation and emergency response.

B.2.3.1.6 To promote efficient land use with zoning that accommodates mixed or shared uses where appropriate and by encouraging joint use of major community developments.

B.3.1.1.5 To encourage tourism that blends well with the community and complements the rural, peaceful nature of the island, and to avoid the development of tourist attractions that are unrelated to the island's natural environment, social base or cultural heritage.

Appendix 2(a) OCP Objectives SS-RZ-2013.5

C.2.1.1.4 To carefully consider the impacts of additional traffic and increased traffic flow when development choices are being made.

C.2.2.1.2 To preserve the scenic rural character of existing island roads.

Economic Development

A.4.4.1 To ensure that our community continues to function as an authentic, resident-centred community in the face of internal and external pressures to change and grow; to ensure that growth, including the growth of tourism, is managed in a way that does not displace or detract from our community's important function as a home for its residents.

A.4.6.3 To encourage living-wage, meaningful, year-round employment and income-generating opportunities that especially enable young people and families to remain on the island.

B.3.1.1.1 To recognize and welcome the economic value to our community of tourism that is compatible with preserving and protecting the island's natural environment, authentic resident-based sense of community, and the aesthetic values that attract visitors.

B.3.1.1.2 To allow visitor accommodation to develop in a way that will best retain and distribute the resulting economic benefits and reduce any negative impacts; to avoid concentrating benefits and impacts in only a few locations.

B.3.1.1.3 To retain and maximize the economic benefits of tourism to the community.

B.3.1.1.4 To make land use decisions that would encourage tourism in the shoulder and off-seasons and discourage any significant increase in the peak period.

Amenities

- Public access to amenity building
- 30 metre conservation covenant along frontage of Bullock Lake, including habitat study
- 4 metre trail dedication along frontage of Robinson Road
- Lots 2-5 made available for public use
- 61% of available land will be made available for public use
- 60% reduction in original density approved for Building Permit





**DEVELOPMENT APPROVALS
REFERRAL**

Applicant File #:
eDAS File #: 2013-05718
Date: Dec/30/2013

Capital Regional District, SSI
206-118 Fulford-Ganges Road
Salt Spring Island, BC V8K 2S4



Re: Proposed Conventional Subdivision Application for Lot 8, Section 3, Range 3 East, North Salt Spring Island, Cowichan District, Plan 21557 - 114 Swanson Road, Salt Spring Island

Enclosed is a copy of a proposed Conventional Subdivision Application regarding the above noted location(s) on Swanson Rd.

It would be appreciated if you would examine this application from the viewpoint of your regulations and policies and give us your comments. Please send your reply to this office, with a copy to the applicant:

Sea Isle Development Group Ltd.;
Dale A Rivers
PO Box 617
Salt Spring Island BC V8K 2W2

The applicant has been advised of this referral and might contact you to discuss their proposal. In order to expedite the processing of the application, your agency's response would be appreciated **February 7, 2014** after which we will prepare recommendations for the Approving Officer's decision.

Contact the applicant for any additional information you may require. If you have any questions please feel free to call Jordan Wagner at (250) 751-7090.

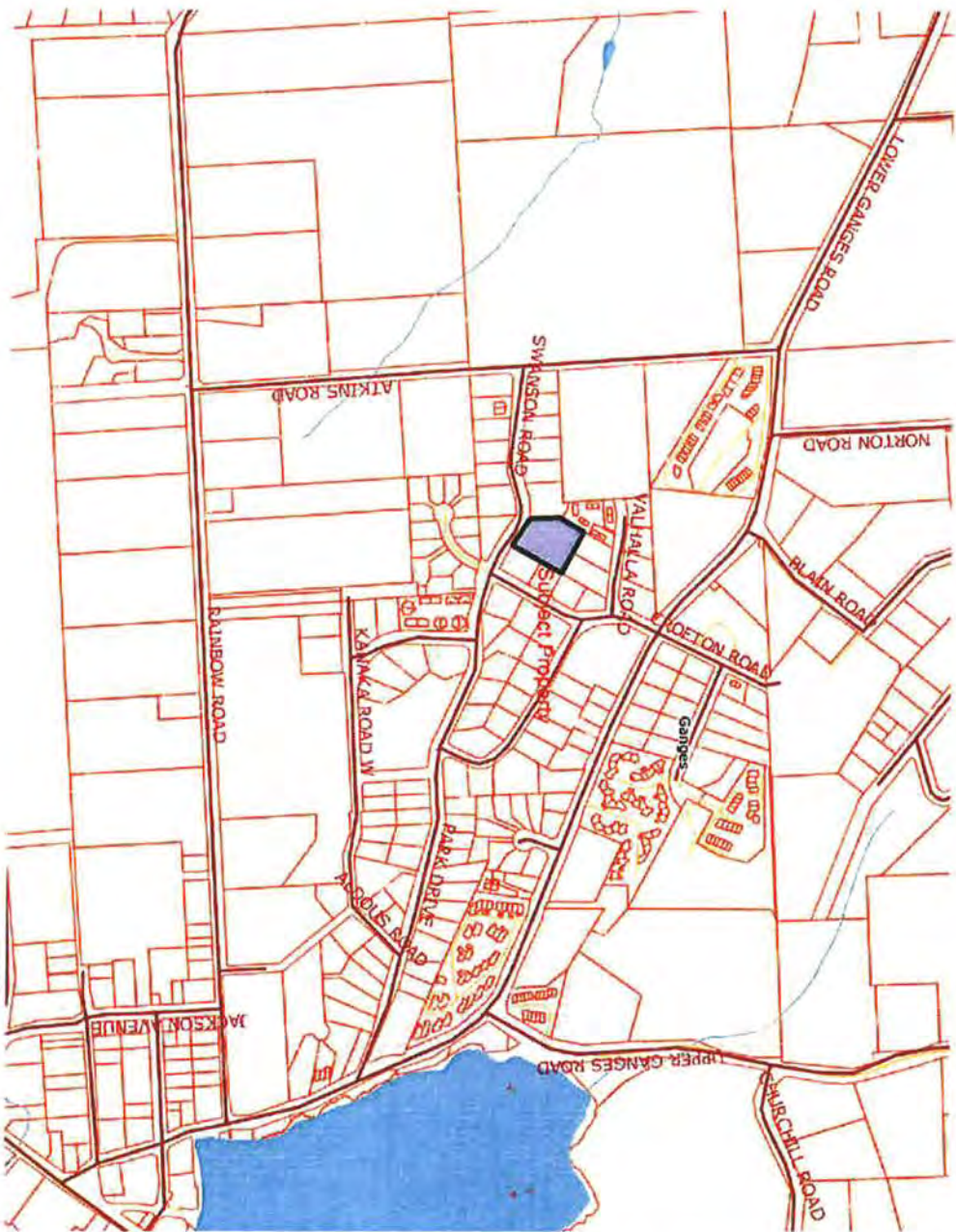
Please quote file number **2013-05718** when contacting this office.

Yours truly,

Jordan Wagner
District Development Technician

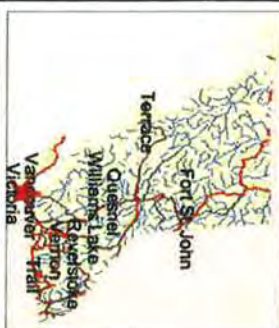
Local District Address
Saanich Area Office 240-4460 Chatterton Way Victoria, BC V8X 5J2 Canada Phone: (250) 952-4515 Fax: (250) 952-4508

CHRIS with Contours



This map is a user generated static output from an Internet mapping site and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION.

Map center: 462590, 5411780 (UTM 10N)



Legend

- RFI Notations
- RFI Easements
- RFI Highways
- Numbered Routes (DSA)**
- Reverse Numbered Route
- Numbered Route
- Easement - Text (TRM)
- Water - Text (TRM)
- Communities
- Easement - Points (TRM)
- Spot Height
- Mountain Peak
- Water - Points (TRM)
- Rapids
- Dam
- Flooded Land - Inundated
- Marsh
- Swamp
- Sand/Gravel Bar
- Flow Arrow
- Arrowhead
- Island - Dufuna
- Island - Position Approximate
- Water Level
- Sinkhole
- Roads**
- Arterial
- Collector
- Ferry
- Freeway
- Highway
- Lane
- Local
- Bypass

Scale: 1:9,464



Plan Showing

PROPOSED SUBDIVISION AFFECTING

Lot 8, Section 3, Range 3 East
 North Salt Spring Island, Cowichan District, Plan 21551

Civic Address: • 114 Swanson Road,
 Salt Spring Island, B.C.

Scales: 1:1000

Date: December 10, 2013

Owner: Sea Isle Development Group Ltd.

Notes:

- Dimensions shown are in metres or decimals thereof.
- Subject Property shown bounded thereby:

Legend:

- Water Line
- Power Line
- Sanitary Sewer Line
- Proposed Sanitary Line
- Approximate Location of Existing Structures
- Approximate Location of Septic Fields
- Existing Storm Water Drainage Path (Seasonal)
- Proposed Storm Water Bio-swale or Pipe

Property Schedules:

Zoning - Current & Proposed	RS
Current Lot Size - Lot 8	124 Ac / 830 Ha
Proposed Lot Sizes	
Proposed Lot BA	648 Ac / 818 Ha
Proposed Lot BB	844 Ac / 818 Ha
Proposed Lot BC	848 Ac / 818 Ha



SEA ISLE DEVELOPMENT GROUP LTD.
 Creating Coastal Lifestyles
 P.O. Box 617, Salt Spring Island, B.C., V8K 2J2
 Phone: 855-488-4880 or 250-899-6575
 Email: seaisle@seaisle.com

Drawn By: DR
 Date: Dec 10, 2013
 Scale: 1:1000
 Drawing No. 1 OF 1

Todd Kilvert

From: Todd Kilvert
Sent: Wednesday, April 24, 2013 13:55
To: Kees Ruurs; Derek Arthur; Craig Gottfred
Cc: Ralf Waters
Subject: RE: sewer connection 114 Swanson

CRD Board Minutes inform Bylaw 3883 carried. CRD would now be awaiting approval from the Inspector of Municipalities. If it is not already on the agenda, the biweekly SSI EA meeting may be a forum to discuss particulars and coordination.

Todd

From: Kees Ruurs
Sent: Wednesday, April 10, 2013 09:20
To: Todd Kilvert; Derek Arthur; Craig Gottfred
Cc: Ralf Waters
Subject: sewer connection 114 Swanson

Good morning,

I assume that the Board will approve the inclusion into the Ganges sewer service area for 114 Swanson by Dale Rivers for his 12 unit development today.

He is still checking with Islands Trust if he does have to rezone or not. He is thinking that he can do a strata development and then he does not have to rezone.

Should we (you?) apply for the MOTI permit so everything is in place when he is ready to dig and connect? What else is required as part of the process, if anything?

Thanks

Kees Ruurs

- 2) Salt Spring Island Grants-in-Aid as approved by Wayne McIntyre
 - a) Salt Spring Island Agriculture Alliance \$ 3,500
- 3) Southern Gulf Islands Grants-In-Aid as approved by Director Howe
 - a) Mayne Island Conservancy Society \$ 2,650
 - b) Mayne Island Conservancy Society \$ 3,000
 - c) Mayne Island Integrated Water Systems \$ 1,500
 - d) Pender Community Transitions Society \$ 5,000

CARRIED

2. Proclamation of the Day of the Honey Bee

MOVED by Director Hicks, **SECONDED** by Director McIntyre,
That, on behalf of the citizenry of the three Electoral Areas of the Capital Regional District, May 29, 2013, be proclaimed as the fourth annual "Day of the Honey Bee."

CARRIED

5.2 Ganges Sewer Local Service Commission – November 27, 2012

1. Bylaw No. 3883, Salt Spring Island Ganges Sewerage Local Service Establishment Bylaw, 1991, Amendment Bylaw No. 12, 2013

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That Bylaw No. 3883 "Salt Spring Island Ganges Sewerage Local Service Establishment Bylaw, 1991, Amendment Bylaw No. 12, 2013" be introduced and read a first time and second time.

CARRIED

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That Bylaw No. 3883 be read a third time.

CARRIED

5.3 JUAN DE FUCA LAND USE COMMITTEE – VOTING BLOCK A – March 19, 2013

**1. Development Variance Permit Application – Board Voting Block A
VAR-01-13 – Lot 2, Section 17, Otter District, Plan VIP87777 (Sullivan - 3525A
Otter Point Road)**

MOVED by Director Hicks, **SECONDED** by Director Milne,
That Development Variance Permit VAR-01-13 for Lot 2, Section 17, Otter District, Plan VIP87777 to vary Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Part 2, Section 6.07(b), by reducing the required side yard setback from 6 m to 5.7 m as shown on the attached BC Land Surveyors Certificate of Location of Foundation, signed by Jason Kozina, BCLS, be approved.

CARRIED

Todd Kilvert

From: Craig Gottfred
Sent: Monday, February 04, 2013 13:43
To: Todd Kilvert
Subject: RE: Bylaw No. 3883; Front Page & Schedule A

I have talked to Tim so he is aware.

Craig

From: Todd Kilvert
Sent: Monday, February 04, 2013 1:11 PM
To: Craig Gottfred
Subject: RE: Bylaw No. 3883; Front Page & Schedule A

Craig,

If further is required re: below. Please let me know. - thanks

Todd

From: Kees Ruurs
Sent: Thursday, January 31, 2013 08:35
To: Todd Kilvert; Craig Gottfred
Cc: Tracey Shaver; Ralf Waters; Ted Robbins
Subject: RE: Bylaw No. 3883; Front Page & Schedule A

Yes, Todd, that looks good. Please go ahead with the next step whatever that is. I am going away for 2 weeks so hopefully you can move the bylaw through the system?

Thanks

Kees

From: Todd Kilvert
Sent: Wednesday, January 30, 2013 4:28 PM
To: Kees Ruurs; Craig Gottfred
Cc: Tracey Shaver; Ralf Waters
Subject: Bylaw No. 3883; Front Page & Schedule A

Kees,

Please review attachments to make sure that they are to your approval (before moving them forward). If changes are required to the document, Tracey can update. If Schedule A changes are required, Amy Louie will need to be contacted. - thanks

I am not aware of the status of the "subject to" clauses in the inclusion motion. You will want to confirm. - thanks

Todd

From: Craig Gottfred
Sent: Thursday, January 17, 2013 16:01

Todd Kilvert

From: Todd Kilvert
Sent: Wednesday, January 30, 2013 16:28
To: Kees Ruurs; Craig Gottfred
Cc: Tracey Shaver; Ralf Waters
Subject: Bylaw No. 3883; Front Page & Schedule A
Attachments: GangesBylaw3883AmendmentForInclusion.docx; GangesBylaw3883ScheduleA.pdf

Kees,

Please review attachments to make sure that they are to your approval (before moving them forward). If changes are required to the document, Tracey can update. If Schedule A changes are required, Amy Louie will need to be contacted. – thanks

I am not aware of the status of the "subject to" clauses in the inclusion motion. You will want to confirm. – thanks

Todd

From: Craig Gottfred
Sent: Thursday, January 17, 2013 16:01
To: Todd Kilvert
Subject: RE: a map for property inclusion in Ganges Sewer Service area

If you could handle it would be appreciated.

Thanks,

Craig

2:

1. zoning, # dwelling permitted by lot/acre front
2. details of contribution, water/sewer MAT
3. capacity purchase of dwellings
4. extension + terminus
5. 1 connection fee (based CRD time)
6. retained prof. eng. for design and recording of as-built to be
7. cash to CRD satisfaction of acceptance

**CAPITAL REGIONAL DISTRICT
BYLAW NO. 3883**

**A BYLAW TO AMEND BYLAW NO. 1923, SALT SPRING ISLAND GANGES
SEWERAGE LOCAL SERVICE ESTABLISHMENT BYLAW, 1991**

The Board of the Capital Regional District, in open meeting assembled, enacts as follows:

1. Bylaw No. 1923, "Salt Spring Island Ganges Sewerage Local Services Establishment Bylaw, 1991", is hereby amended as follows:

By deleting Schedule "A" and substituting therefore the attached amended Schedule "A", which includes:

- a) Lot 5, Plan VIP18728, Section 3, Range 3 East, North Salt Spring Island, Cowichan District
- b) Lot 8, Plan VIP21557, Section 3, Range 3 East, North Salt Spring Island, Cowichan District

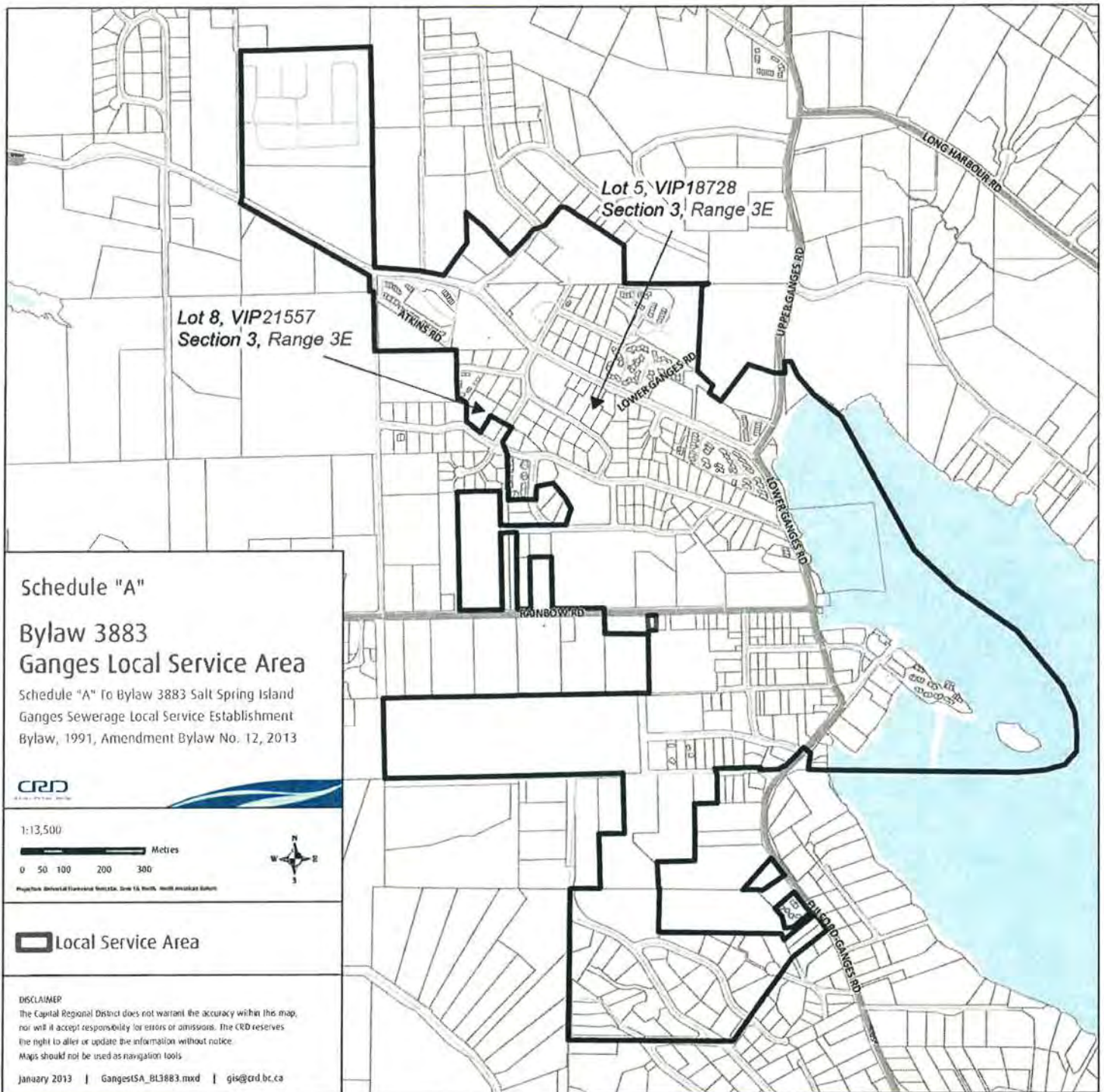
2. This Bylaw may be cited as "Salt Spring Island Ganges Sewerage Local Service Establishment Bylaw, 1991, Amendment Bylaw No. 12, 2013".

READ A FIRST TIME THIS	day of	2013
READ A SECOND TIME THIS	day of	2013
READ A THIRD TIME THIS	day of	2013
CONSENTED TO BY THE DIRECTOR OF THE ELECTORAL AREA OF SALT SPRING ISLAND THIS	day of	2013
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS	day of	2013
ADOPTED THIS	day of	2013

CHAIR

CORPORATE OFFICER

FILED WITH THE INSPECTOR OF MUNICIPALITIES THIS day of 2013





Making a difference...together

**REPORT TO GANGES SEWER LOCAL SERVICE COMMISSION
MEETING OF TUESDAY, NOVEMBER 27, 2012**

SUBJECT **REQUEST FOR INCLUSION OF PROPERTY IN THE GANGES SEWER LOCAL SERVICE AREA - 114 SWANSON ROAD**

ISSUE

The owner of a parcel of land adjacent to the Ganges Sewer Local Service Area (GSLSA) has requested inclusion into the service area.

BACKGROUND

The owner (Applicant) of 114 Swanson Road (Lot 8, Section 3, Range 3E, North Salt Spring Island, Cowichan Land District, Plan 21557) approached the Capital Regional District (CRD) requesting inclusion of the property in the Ganges sewer service area with plans to build up to a 12 unit strata development complex. In June 2011, the request was presented to the Ganges Sewer Local Service Commission (GSLSC) who tabled the request due to local resident interest in extending the sewer area to service the full 100 block of Swanson Road. A conceptual design and construction cost estimate was completed and each of the 12 property owners was advised of the estimated cost per property to construct the extension. There were not enough owners willing to participate in the extension so work did not proceed. The Applicant now requests that the GSLSC reconsider his inclusion request of June 2011.

114 Swanson Road falls within the Islands Trust OCP Bylaw boundary for the Ganges Village Development Permit Area (DPA 1) and Islands Trust staff has been in discussion with the Applicant since February 2011 regarding the need to re-zone the property from R6 to R2 to accommodate the proposed development. The Applicant has agreed to pay the applicable capacity purchase charge as per Bylaw 3262 (calculated to be \$33,552), and the cost of extending the sewer from the northwest corner of Lakeview Crescent (see attached letter and drawing).

A 2010 sewer modeling exercise of the Ganges sewage treatment and collection system confirms that there is sufficient capacity to support the development without causing a deficit to the service or negative impact to current customers.

In 2005, a \$5,000 contribution from the property owner of 230 Park Drive was received as compensation for not extending the sewer main to accommodate an approved subdivision of that property; that money remains in the Capital Purchase fund.

ALTERNATIVES

Alternative 1

That the Ganges Sewer Local Service Commission:

1. Approve the request to include Lot 8, Section 3, Range 3E, North Salt Spring Island, Cowichan Land District, Plan 21557 (114 Swanson Road) into the Ganges sewer local service area subject to the following:
 - a) The Applicant agrees in writing to pay all engineering and construction costs associated with the extension of the sewer and connection to the property; and
 - b) The Applicant pays the capacity purchase charges for the planned development.

2. Authorize the expenditure of \$5,000 from Capital Reserve Funds to offset the Applicant's cost.
3. Direct Staff to prepare a bylaw, for CRD Board approval, to amend the service area boundary to include the subject property.

Alternative 2

That the Ganges Sewer Local Service Commission:

1. Approve the request to include Lot 8, Section 3, Range 3E, North Salt Spring Island, Cowichan Land District, Plan 21557 (114 Swanson Road) into the Ganges sewer local service area subject to the following:
 - a) The Applicant agrees in writing to pay all engineering and construction costs associated with the extension of the sewer and connection to the property; and
 - b) The Applicant pays the capacity purchase charges for the planned development.
2. Direct Staff to prepare a bylaw, for CRD Board approval, to amend the service area boundary to include the subject property.

Alternative 3

That the Ganges Sewer Local Service Commission deny the Applicant's request.

IMPLICATIONS

Alternative 1

All costs for inclusion of the parcel in the Ganges sewer local service area will be borne by the Applicant except for the \$5,000 provided previously by another property owner, identified for the extension of the sewer on Swanson Road. The \$5,000 remains in the Capital Purchase Fund and when used should not cause a negative financial impact to the current service customers. The capacity purchase charge associated with the Applicant's planned twelve unit development would provide \$33,552 in 2012 revenue and add an additional twelve taxable folios to the service area.

Alternative 2

All costs for inclusion of the parcel in the Ganges sewer local service area will be borne by the Applicant. The capacity purchase charge associated with the Applicant's planned 12 unit development would provide \$33,552 in 2012 revenue and add an additional 12 taxable folios to the service area. The \$5,000 received and identified for sewer extension costs would remain in reserves.

Alternative 3

The sewer extension would not occur, capacity purchase charges would not be received and there would be no increase in taxable folios within the service area.

CONCLUSION

The owner of 114 Swanson Road has requested inclusion in the GSLSA. The Applicant's request meets the requirements for inclusion subject to conditions listed in Alternative 1. The applicant has agreed to pay the costs of engineering design, extension and connection to the system and the capacity purchase charge. A 2011 engineering study of the Ganges sewage system confirms that there is sufficient capacity and infrastructure to support the development without causing a deficit to the service. Islands Trust has not received either an application for subdivision or re-zoning for the property.


RECOMMENDATIONS

That the Ganges Sewer Local Service Commission:

1. Approve the application to include Lot 8, Section 3, Range 3E, North Salt Spring Island, Cowichan Land District, Plan 21557 (114 Swanson Road) into the Ganges sewer local service area subject to the following:
 - a) The Applicant agrees in writing to pay all engineering and construction costs associated with the extension of the sewer and connection to the property; and
 - b) The Applicant pays the capacity purchase charges for the planned development.
2. Authorize the expenditure of \$5,000 from Capital Reserve Funds to offset the Applicant's cost.
3. Direct Staff to prepare a bylaw, for CRD Board approval, to amend the service area boundary to include the subject property.

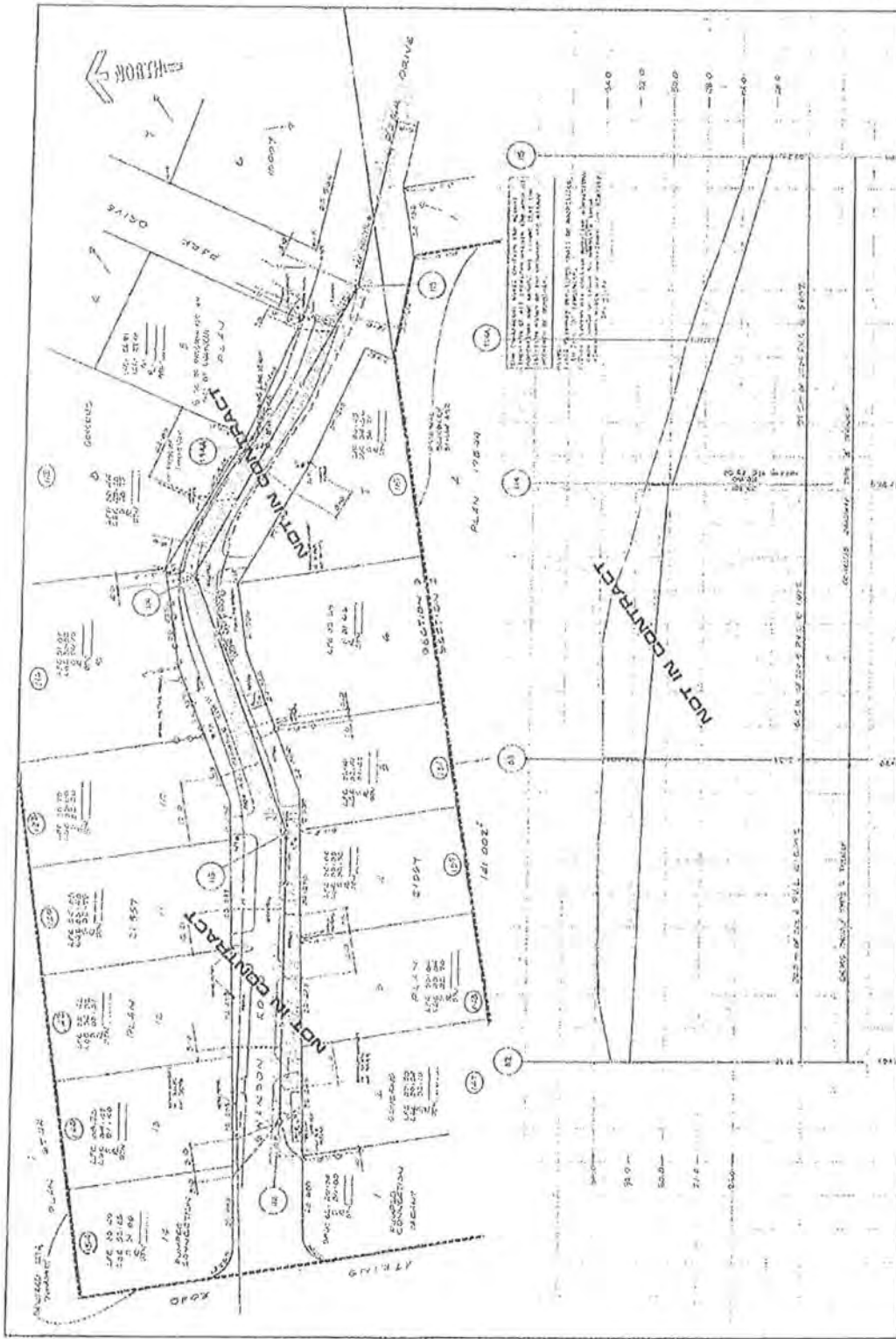


Kees Ruurs, Senior Manager
Salt Spring Island Electoral Area



Ted Robbins, BSc, C.Tech
A/General Manager, Integrated Water Services
Concurrence

KR:TR:ls:mm
Attachments: 2



THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES WHICH ARE SHOWN ON THIS PLAN AND PROFILE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES WHICH ARE SHOWN ON THIS PLAN AND PROFILE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES WHICH ARE SHOWN ON THIS PLAN AND PROFILE.

CAPITAL REGIONAL DISTRICT ENGINEERING									
PROJECT INFORMATION		DRAWING INFORMATION		DATE		SCALE		SHEET	
NO.	DESCRIPTION	NO.	DESCRIPTION	DATE	SCALE	NO.	DESCRIPTION	NO.	DESCRIPTION
1	PLAN AND PROFILE	1	PLAN AND PROFILE	1/15/00	AS SHOWN	1	PLAN AND PROFILE	1	PLAN AND PROFILE
2	CONTRACT NO. 02-002	2	CONTRACT NO. 02-002	1/15/00	AS SHOWN	2	CONTRACT NO. 02-002	2	CONTRACT NO. 02-002
3	PROJECT NAME	3	PROJECT NAME	1/15/00	AS SHOWN	3	PROJECT NAME	3	PROJECT NAME
4	DATE	4	DATE	1/15/00	AS SHOWN	4	DATE	4	DATE
5	SCALE	5	SCALE	1/15/00	AS SHOWN	5	SCALE	5	SCALE
6	SHEET NO.	6	SHEET NO.	1/15/00	AS SHOWN	6	SHEET NO.	6	SHEET NO.
7	TOTAL SHEETS	7	TOTAL SHEETS	1/15/00	AS SHOWN	7	TOTAL SHEETS	7	TOTAL SHEETS
8	DATE	8	DATE	1/15/00	AS SHOWN	8	DATE	8	DATE
9	SCALE	9	SCALE	1/15/00	AS SHOWN	9	SCALE	9	SCALE
10	SHEET NO.	10	SHEET NO.	1/15/00	AS SHOWN	10	SHEET NO.	10	SHEET NO.





SEA ISLE DEVELOPMENT GROUP LTD.

PO Box 617, Salt Spring Island, B.C. V8K 2W2 Phone: 604-488-4859 Fax: 604-648-8041

Capital Regional District
#145 Vesuvius Bay Road,
Salt Spring Island, B.C.
V8K 1K3

July 31st, 2012

Attention: Mr. Kees Ruurs, Senior Manager

Re: #114 Swanson Road – Sewer Inclusion Request

Dear Kees,

Thank you for taking the time to meet with us on July 11th, 2012 and for discussing our exciting project in such great detail. As per your request, please accept this letter as our formal request for inclusion into the Ganges Sewerage Local Service Area for the above noted property.

As discussed in our meeting, we are proposing a 12 unit strata development on this property which will be tailored to the mature market place. Our goal is to acquire rezoning approval from Islands Trust to accommodate this development and we will require conditional inclusion into the local service area in order to achieve that.

Upon successful rezoning approval for this project, we agree to pay the applicable capacity purchase charges which have been quoted in the amount of \$33,552. We also agree to fund the costs associated with the sewer extension from the corner of Park Drive and Lakeview Crescent to the S.E. corner of our property (a copy of the plan profile design drawings is attached with our proposed termination point of the sewer line marked in red for your perusal.) based on the following points which we understand, have been agreed to by the CRD:

- 1) That this inclusion request would be conditionally approved based on the successful rezoning request of Islands Trust and,
- 2) As discussed, that we be allowed to carry the sewer extension to the S.E. corner of the subject property rather than the S.W. corner and,
- 3) That we be allowed to undertake the construction of the sewer extension utilizing our own resources and under the direct supervision of an approved engineer.

We further understand that should we be unsuccessful in acquiring rezoning through the Islands Trust that we will not be responsible for any costs with relation to sewer extension and that the conditional inclusion approval from the Ganges Sewer Local Service Commission would become null and void.

As costs are paramount to the success of this project, we genuinely appreciate the CRD's generous offer of \$5000 from the Capital Reserve Fund to help offset future development costs as this project moves on to the next phase of construction. Further to that point and in light of the fact that Sea Isle will be solely bearing the entire cost of this sewer extension, we respectfully request

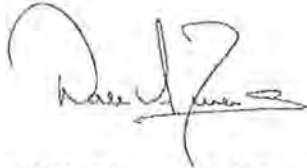
CRD Engineering consider the possibility of allowing a slight depth adjustment to the proposed section of sewer line terminating at the SE corner of the subject property.

If sound engineering practices can accommodate the lowering of the inverts of the proposed terminating manhole #114A, it might be possible to service this property with a gravity fed system rather than a pressurized or forced main system. This one simple design alteration would not only save immense installation costs during construction, but would allow for a maintenance and worry free system should power outages occur which is our primary concern.

In any event, it is not our desire to complicate or delay the process of an inclusion request with technical questions of this nature and therefore do not expect or even desire answers at this point. We only present this concept as a possible discussion platform during future conversations and would truly appreciate CRD's consideration of this possible scenario.

We trust the above is in order and meets with your approval. Should you have any questions or require any further information, please don't hesitate to call.

Sincerely

A handwritten signature in black ink, appearing to read "Dale A. Rivers". The signature is fluid and cursive, with a large initial "D" and "R".

Dale A. Rivers 604-488-4850

Sea Isle Development Group Ltd.
Box 617, Salt Spring Island, B.C.
V8K 2W2



Making a difference...together

SALT SPRING ISLAND TRANSPORTATION COMMISSION
Meeting on Tuesday, April 15, 2014 at 4:00 PM

APPENDIX A

Correspondence/information Summary

Date	Communication	Subject	From
March 12, 2014	Email	SSITC presentation	McLennan
March 19, 2014	Email	Draft RTP comments	Hicks
March 21, 2014	Email	Media Event	McLennan
March 21, 2014	Email	MoT permit-Bus Shelter	McLennan
March 24, 2014	Email	Beddis/Cusheon Areas Residents Association	Davis

From: Donald McLennan <
Date: March 12, 2014 5:59:19 PM PDT
To: May McKenzie

**Subject: Re: SSITC Rainbow Road project - presentation to
Committee Day**

Dear May

This is just a brief word of appreciation on behalf of the SSI Transportation Commission and Partners Creating Pathways. I wish to thank you and your Board colleagues for being so generous with your time today.

Ross, Sheryl, Jean and I were very pleased to meet you and to present to you and the Board at large the very exciting safety-related project planned for the school district on Rainbow Road. Much work remains to be done and I know it will be a pleasure for the SSITC Working Group community volunteers to continue to liaise with SD 64 representatives Rod, Katharine and Dave as matters progress.

We will be happy to try to keep you in the picture. And rest assured that I am open to questions at all times. My number and e-mail are listed below.

With regards to all.

Donald

Donald McLennan, Chair

Salt Spring Island Transportation Commission
145 Vesuvius Bay Road
Salt Spring Island, BC V8K 1K3

From: John Hicks <jhicks@crd.bc.ca>
Date: March 19, 2014 10:44:37 AM PDT
To: Donald McLennan <dmclennan@crd.bc.ca>
Cc: John Tylee <jtylee@crd.bc.ca>, directorssi <directorssi@crd.bc.ca>, Karla Campbell <kcampbell@crd.bc.ca>, Robin Williams <rwilliams@crd.bc.ca>
Subject: RE: SSI feedback on draft RTP

Donald,

Thank you for forwarding comments on the draft RTP on behalf of SSITC. I appreciate the effort and thought put in to the response. I am looking forward to working with SSITC on the future implementation of an approved plan.

Regards,

John Hicks

From: Donald McLennan [mailto:dmclennan@crd.bc.ca] **Sent:** Wednesday, March 19, 2014 9:40 AM
To: John Hicks
Cc: John Tylee; directorssi; Karla Campbell; Robin Williams
Subject: SSI feedback on draft RTP

Dear John

The Salt Spring Island Transportation Commission held its monthly meeting yesterday and endorsed the attached letter to you on the subject of the draft CRD Regional Transportation Plan.

The SSITC welcomes and appreciates the CRD invitation to contribute feedback on the subject document. We particularly appreciated the fact that a CRD delegation scheduled a Community Engagement Meeting on the RTP with the SSITC in June of last year. The open and interactive consultation process is to be commended.

The draft RTP is a fascinating piece of work. For transit and active transportation advocates, there is much of interest therein. The hope, the

passion and the visioning in the RTP are to be applauded.

While the original draft lacked a Gulf Islands dimension, the June 2013 Workbook and the most recent draft have successfully brought Salt Spring very much into the fold. The draft correctly points to the fact that transportation needs on the Gulf Islands are unique and cannot be addressed through “big city” solutions.

The following observations are sent to you on behalf of the SSITC as a whole. Please be aware that the SSITC also worked closely with the SSI Community Economic Development Commission (CEDC) in drafting this collective feedback. In that sense it can be said to reflect the views of both the SSITC and the CEDC. We wish you every success in putting this Plan to bed and look forward with much anticipation to working with you and your team as the Plan is taken to the implementation phase.

With personal regards.

Donald McLennan, Chair
Salt Spring Island Transportation Commission
145 Vesuvius Bay Road
Salt Spring Island, BC V8K 1K3
e-mail: donald@ssitc.com
tel: (250) 473-1177

This e-mail and any attachments are for the use of the intended recipient only and must not be distributed, disclosed, used or copied by or to anyone else. This e-mail and any attachments may be confidential, privileged and/or subject to the Freedom of Information and Protection of Privacy Act. If you receive this message in error, please delete all copies and contact the sender.

Thank you.

From: Donald McLennan
Date: March 21, 2014 6:26:40 PM PDT
To: "Holman.MLA, Gary" <Gary.Holman.MLA@leg.bc.ca>
Cc: Myrna Moore <myrna_moore@bcstransit.com>, Wayne McIntyre <directorSSI@crd.bc.ca>, Ineke de Jong <sstransit@telus.net>, Robin Williams <robinwilliams@crd.bc.ca>, Karla Campbell <kcampbell@crd.bc.ca>,
Subject: **SSITC invitation to Media Event April 4 at 10.30am**

Dear Gary

Please find attached a letter of invitation to an upcoming Media Event in Ganges.

sincerely

Donald McLennan, Chair
Salt Spring Island Transportation Commission
145 Vesuvius Bay Road
Salt Spring Island, BC V8K 1K3
e-mail:
tel: (2

MEDIA RELEASE
April 4, 2014

Customer Information: 250.538.4282
Website: www.bctransit.com

RECORD RIDERSHIP FOR SALT SPRING ISLAND TRANSIT

SALT SPRING ISLAND – BC Transit, along with the Capital Regional District (CRD), and the Salt Spring Island Transportation Commission (SSITC) are pleased to announce that for the first time in history, passenger boardings in a fiscal year have exceeded 100,000. To mark this achievement, the honorary 100,000th passenger was presented with gifts from the CRD and BC Transit. Festivities celebrating this impressive milestone followed.

In six short years, the number of passenger boardings has doubled from 45,980 passenger trips in 2008/09 to 100,860 in 2013/14.

“When BC Transit launched bus service on Salt Spring Island on January 7, 2008, there was confidence that a public bus service would be successful,” said Todd Stone, Minister of Transportation and Infrastructure. “In fact, in just six years Islanders have shown that transit is an essential part of this vibrant community.”

“Public transit is an incredible asset in our community and it is gratifying to see Salt Spring Island riders and visitors embrace its benefits,” said Wayne McIntyre, CRD Director, Salt Spring Island Electoral Area. “We congratulate the CRD Salt Spring Island Transportation Commission for its hard work within the community and together with BC Transit for building such a successful partnership. With the continued support of Salt Spring Island taxpayers, our partners and our riders, we will be able to meet existing and future service demands.”

“Alternative and sustainable transportation options are of crucial importance to the community on Salt Spring Island,” said Donald McLennan, Salt Spring Island Transportation Commission Chair. “It is very rewarding to see that the investment of extra transit funds is generating large ridership gains.”

“Along with our partners at the Capital Regional District and the Salt Spring Island Transportation Commission, we would like to thank our customers who continue to support transit and help the service grow,” said Manuel Achadinha, BC Transit President and CEO. “BC Transit and Salt Spring Island share a commitment to the core value of sustainability, and we are pleased to celebrate this significant milestone with the island and its residents.”

Once again BC Transit is reaching out to transit riders on Salt Spring Island, and is looking for input on how best to grow the transit system. On Saturday, April 5, BC Transit will be at the Saturday Market from 8:30 a.m. to 4:30 p.m. to connect with community members about area-specific transit needs, priorities and concerns. If you are not able to attend, you can take the online survey [here](#) until April 13, 2014.

For more information on routes and schedules, please pick up a Rider's Guide on board the bus or visit www.bctransit.com/regions/ssi General inquiries can be directed to our automated number at 250.538.4282. All other customer service information can be found at 250.537.6758.

Media contacts:

Wayne McIntyre, CRD Director Salt Spring Island Electoral Area 250-888-7044
John Barry, BC Transit 250.588.1769

From: Donald McLennan >
Date: March 21, 2014 5:41:14 PM PDT
To: "Wagner, Jordan TRAN:EX" <Jordan.Wagner@gov.bc.ca>
Subject: Re: MoT permit for bus shelter construction

Hi Jordan

Thank you ever so much,
You have given me lots of good news.
I am very grateful for this valuable guidance.
All the very best and have a super weekend.

Donald

On 2014-03-21, at 3:26 PM, Wagner, Jordan TRAN:EX wrote:
Hi Donald,

Apologies for my delayed response, I have not been in office. It seems like you are on the right track. As the pull out is existing many of the concerns regarding the feasibility of the location have already been resolved. Ensure the shelter does not block sightlines in the direction of traffic (eastbound in this case I believe?). In addition to the shelter design I would include a site plan showing the location of the shelter within the right of way. This does not need to be formally surveyed, it can likely be sketched on an existing plan. I have no issues to the shelter design as proposed as long as the dimensions and are relatively close to spec. If you have any additional questions please feel free to follow up.

Jordan Wagner
District Development Technician
Ministry of Transportation and Infrastructure
3rd Floor - 2100 Labieux Road
Nanaimo, B.C. V9T 6E9
Phone 250-751-7090
Fax 250-751-3289

From: Donald McLennan [mailto:
Sent: Thursday, March 20, 2014 10:22 AM
To: Wagner, Jordan TRAN:EX

Subject: Fwd: MoT permit for bus shelter construction

Hi Jordan

Am I on the on the right track as I begin work on drafting a MoT permit application for our proposed bus shelter at the new bus pull-out at Lower Ganges Road and Crofton?

All the very best.

Donald

Begin forwarded message:

From: Donald McLennan <donald.mclennan@gov.bc.ca>
Date: March 8, 2014 3:29:13 PM PST
To: Jordan Wagner <Jordan.Wagner@gov.bc.ca>
Cc: Robin Williams <robin.williams@gov.bc.ca>
Subject: MoT permit for bus shelter construction

Hi Jordan

I am working with the local CRD engineer Keith Wahlstrom on the planned bus shelter for the Crofton/Lower Ganges Rd intersection. The SSTC hopes that construction will commence within the next couple of months. Keith has asked me to start work on drafting the MoT permit application for his eventual approval.

Would you please confirm to me that I am on the right track.

My research on the MoT website tells me that the Permit Application form is the same one I used for the 2013 pathway project on Rainbow Road. That was quite straightforward as follows:

<image001.png>

I have also been researching what is needed by way of documentation.
This is what I found.

<image002.png>

<image003.png>

<image004.png>

<image005.png>

The shelter we are planning to install is very attractive and has been professionally designed locally in order to reflect the unique artistic nature of Salt Spring Island. Here is the designer's artistic rendition of the "Moon Snail" shelter.

<image006.jpg>

With personal regards.

Donald

Donald McLennan, Chair
Salt Spring Island Transportation Commission
145 Vesuvius Bay Road
Salt Spring Island, BC V8K 1K3
e-mail: donald@saltspringisland.com
tel: (250) 725-1111

From: Donald McLennan <donald.mclennan@shaw.ca>
Date: March 22, 2014 2:42:34 PM PDT
To: Rose Murakami <rose.murakami@shaw.ca>
Cc: Ross Simpson <ross.simpson@shaw.ca>
Bcc: Sheryl Taylor-Munro <sheryl.taylor-munro@shaw.ca>
Subject: Re: SSITC meeting 18March 14 - Rainbow Project

Dear Rose

I quite understand your desire to avoid mixed messages.

And I appreciate your passing on your assessment of the work of the consultants. The four consultants involved in the North Ganges Transportation Plan project referenced only one stakeholder organization which expressed reservations about the project on Rainbow. Key recommendations included, among others:

Richard James 2007 Report Recommendations (among others)

- o "parallel parking in front of Windsor Plywood and the school maintenance building"

JE Anderson 2010 Report Recommendations

- o "...following [the] Open House, and based on Windsor Plywood concerns about losing parking spaces, it was decided to extend the parallel parking up Rainbow to the east side of the high school drop-off area."

Whether the latter reference to "Windsor Plywood" was intended to reflect your concerns as well, I cannot say.

In any case, I say thank you once again for your unfailing open, collaborative and community-minded approach Rose. It is always a pleasure to interact with you, whatever the issue at hand. I do hope of course that the Rainbow project can be resolved in a manner which satisfactorily addresses the concerns of all parties.

Withy kind personal regards.

Donald

On 2014-03-20, at 10:13 AM, Rose Murakami wrote:

Hello Don,

Thank you for the summary of the committee's

progress to date and for your invitation to meet with you and Mr. Ross Simpson. Richard and I discussed the matter of meeting with you two but decided at this time to decline the invitation because Ken Marr had agreed with us to be the spokes person for us as well. Ken had partnered with us from the time we both were involved in defining our agreement with the Highways Department regarding parking for us both. Having one spokes person will reduce confusion by ensuring that we are not speaking at cross purposes. We are in close communication with Ken. He knows the parking requirements that needs to be met for both our businesses so that our livelihoods will not be placed in jeopardy.

I was very interested in your comments re meeting with the JE Anderson consultants. At the very beginning when they sought input from the community re the pathway project, I attended both their meetings. I spoke with the consultants one on one and also spoke during the public meeting regarding both our parking needs and the agreement we have with the Highways Dept. I understand that no information which I shared was included in their final reports. Thus at this time, personally, I don't have confidence in whatever the JE Anderson consultants say.

Regards,
Rose Murakami

On Wednesday, March 19, 2014 8:37:38 PM, Donald McLennan wrote:

Dear Rose and Richard

Ross Simpson and I are still keen to meet with you at your convenience to talk about the SSITC plans for Rainbow Road. Would you be free to meet on Friday of this week or Monday or Tuesday of next week?

In the interim, I promised to keep you informed about developments pertaining to the subject project.

The SSI Transportation Commission (SSITC) held its monthly meeting yesterday.

This is a brief summary of the discussion at the meeting:

- the Commission endorsed the work of the SSITC Working Group (WG) on Rainbow Road and blessed the recommended design consensus which emerged from WG discussions with our collaborators from SD 64 and Partners Creating Pathways (PCP)
- the SSITC passed two motions endorsing the consensus design and deleting the proposed paved parking fronting the GISS soccer field from the project
- major re-engineering of the Lower Ganges Rd/Rainbow Road intersection will be deferred to a later stage of the North Ganges Transportation Plan
- "pathway blend" will be used for surfacing all pathway segments except those fronting SD 64 and Windsor which will be asphalt
- the project segment fronting Windsor was recommended to consist of a 2.6m asphalt parallel parking lane and a 2.5m asphalt pathway
- all "negotiations" regarding property questions or compensation questions will be left entirely to the CRD; the SSITC will not be involved except at the request of the CRD

- the WG will continue to deliberate and will seek a meeting with the School Parents Assn
- the SSITC will await endorsement decisions on the part of SD 64 and PCP
- if endorsement is achieved all around, the SSITC will seek the approval of the CRD Project Manager to arrange a second Planning Meeting with JE Anderson (JEA) consultants to seek their views on the two project segments fronting SD 64 and Windsor

With kind regards.

Donald

Donald McLennan, Chair
Salt Spring Island Transportation Commission
145 Vesuvius Bay Road
Salt Spring Island, BC V8K 1K3
e-mail:
tel:

From: Nomi Davis
Date: March 24, 2014 10:32:48 AM PDT
To: Marc Davis <[redacted]@icbc.com>, colin.coulter@gov.bc.ca
Cc: Holman Gary <[redacted]@icbc.com>, Donald McLennan
Colleen Woodger <Colleen.Woodger@icbc.com>
Subject: **Re: Update from Marc Davis of Saltspring Island's BACARA residents' association**

Thank you Marc for forwarding this on.

And special thanks to Colin & Mike! Wow, some forward thinking and moving is most welcome news!

And, I only know this because they put up a 3 foot sign showing the spot but I will share with the neighbour who had their dog killed at the foot of their driveway the other day.

Without being too pedantic (or maybe so) this could just have easily been a child. This road has truly been insane lately. Time for the RCMP to do something from their end?

Colin, do you and Ryan think we might soon be ready to have this conversation with them as a group as Gary and Donald suggested?

Many thanks everyone for all you do, have done and will do:-)

Blessings,
Nomi

On 2014-03-20, at 11:24 AM, Marc Davis wrote:

From: Colin.Coulter@gov.bc.ca
To: _____
Date: Tue, 18 Mar 2014 17:06:37 -0700
Subject: RE: Update from Marc Davis of Saltspring Island's BACARA residents' association

Hi Marc,

Please accept my apologies for taking so long to provide an update.

The directional ferry signs for Fulford Harbour have been ordered and should be installed within the next few weeks. There will be signs in the southbound direction on Fulford-Ganges Road in advance of both Beddis Road and Cusheon Lake Road. We have intentionally not included kilometres on these signs, in an effort to keep ferry traffic on the main thoroughfare without drawing attention to the actual distances travelled.

Shortly after my last email in December, the Operations Manager from the Nanaimo District office had to take a leave of absence due to a personal issue. District Engineer Mike Pearson has been acting as the Operations Manager in Nanaimo ever since, which regrettably has delayed my goal of formulating a strategy for Cusheon Lake Road by early February. When I last touched base with Mike on the issue, he had some compelling ideas. We have discussed a variation on optical speed bars, which is a pavement marking treatment designed to reduce speeds on approaches to curves or reduced speed zones. Based on our early discussions, I am very encouraged by the proposal. Mike is slated to return to his usual role at the beginning of April, and I will be pushing to “getting the ball rolling” so to speak.

The specifics regarding the design and placement of community signs are largely at the discretion of BACARA. The ministry’s role is essentially limited to the permitting of the signs on highways property, as well as to provide guidance as needed. I’ve attached two examples of community entrance signage on Vancouver Island for reference. I provided you with Jordan’s contact information because she will be the one to receive and review the permit application. I would suggest forwarding the sign proposal (sign design, dimensions, and proposed locations) to me for a quick initial approval before the formal permit application is submitted to Jordan.

I will be sure to keep you informed of any further developments regarding

plans for Cusheon Lake Road. If you have any other questions or concerns please feel free to contact me.

Kind Regards,

Colin Coulter

Operations Technician/Area Manager
Ministry of Transportation & Infrastructure
Tel: 250-952-4481 Cell: 250-812-7305
colin.coulter@gov.bc.ca

From: Marc Davis [mailto:|
Sent: March-05-14 2:27 PM
To: Coulter, Colin TRAN:EX
Subject: RE: Update from Marc Davis of Saltspring Island's BACARA residents' association

Hi Colin,
I hope all is well with you.

Further to your very encouraging email on Dec 19, 2013 (as seen below), I was wondering what progress you've been able to make with the items that you've listed.

Certainly any additional signage -- especially directional ferry signs -- that would encourage drivers to use the Fulford-Ganges road, rather than Cusheon Lake Road, would be a very positive improvement.

As for the community sign that you referred to, there are a number of locations along Cusheon Lake Road that might be ideal, assuming you mean to install a maximum of two signs. Do you need me to contact Jordan Wagner about it? I wasn't sure from your last email if that's what you were suggesting.

As for your investigations into using Skye Valley Road as a future alternative route, the local community would be delighted if you continue to explore this option, especially in light of an ever-increasing traffic flow along Cusheon Lake Road.

Thanks again for your proactive approach to these matters. On behalf of the local residents' association, we really appreciate it.

Best regards,
Marc Davis

From: Colin.Coulter@gov.bc.ca

To: marcdavisesq@

Date: Thu, 19 Dec 2013 17:12:21 -0800

Subject: RE: Update from Marc Davis of Saltspring Island's BACARA residents' association

Hi Marc,

The proposal to enhance guide signage between Ganges and Fulford Village is primarily intended to encourage drivers to use Fulford-Ganges Road as the primary arterial route, as opposed to “short-cutting” by way of local side roads. I am fairly confident that there are little-to-no time travel savings achieved by taking the side road route via either Cusheon Lake Rd or Beddis Rd. The challenge is to convince the driving public that this is the case.

The existing guide sign on Fulford Hill in advance of Beaver Point Road could certainly use a refresh. There may also be opportunities to install additional signs along the Fulford-Ganges Road corridor in the southbound direction. We'll want to give careful consideration to the messaging on these signs in hopes that they will have a noticeable impact on driver behavior.

I believe Mike Pearson has submitted a request for additional funding for the replacement and/or addition of guide signs. Large custom guide signs can be surprisingly expensive, and our maintenance program budget is tight to begin with. We won't find out if the request is successful until the end of our fiscal year at the end of March. However, this certainly does not imply that we are unable, or do not intend to implement changes before then.

In the short term, I am also considering adding directional ferry signs, which seem to be much more common on the north end of the Island (see left). These signs would include a "Fulford Harbour" tab and would direct traffic along Fulford-Ganges Road in the southbound direction.

I'd also like to add a regulatory speed limit sign on Fulford-Ganges Road, with the intention of reminding drivers that the maximum speed limit is significantly greater on Fulford-Ganges than on Cusheon Lake, Stewart, etc. Ideally I would like this sign to be placed prior to the Cusheon Lake intersection, however due to the fact that there is a winding section of road with a 40 km/h advisory speed just north, such a sign would likely have to be installed just past the intersection.

With regards to the community sign which would be allowed under permit, there is not a great deal of literature surrounding what is and is not allowable. I think probably the greatest limitation will be finding space for the sign. I do think it is important that the sign has some character and a "community feel" as opposed to a standard sheet aluminum sign. I will do some research to see if I can come across any comparable situations in BC or elsewhere. For your information, I have attached the permit form that would be required for the community sign. District Development Technician Jordan Wagner would be the individual responsible for approving such a permit. Jordan works out of the Nanaimo office and can be reached at 250-751-7090.

I am hoping that once everyone is back on line in January we will be able to put together a more comprehensive sign strategy for the corridor. According to my notes, we've also indicated that we will explore additional items

including a possible speed limit reduction, an alternate route via Sky Valley Road, speed reader boards, and improved speed enforcement. I don't have any news to report on these items at this time.

Thanks again for your continued interest and support.

Have yourself a safe and happy holiday, and all the best in 2014.

Colin Coulter

Operations Technician/Area Manager
Ministry of Transportation & Infrastructure
Tel: 250-952-4481 Cell: 250-812-7305
colin.coulter@gov.bc.ca

From: Marc Davis [<mailto:marc.davis@bc.ca>]
Sent: December-16-13 4:49 PM
To: Coulter, Colin TRAN:EX
Subject: RE: Update from Marc Davis of Saltspring Island's BACARA residents' association

Hi Colin,
Thanks for the feedback. I really appreciate it.

I also look forward to your comments on the other requested items.

Seasons Greetings,
Marc Davis

From: Colin.Coulter@gov.bc.ca
To: marc.davis@bc.ca
Date: Mon, 16 Dec 2013 16:36:41 -0800

Subject: RE: Update from Marc Davis of Saltspring Island's BACARA residents' association

Hello Marc,

All is well, thanks.

The average daily weekday traffic volume was 1516 vehicles/day. I did not include Monday, November 11th in this figure because it was a statutory holiday.

The average daily weekend traffic volume was 1149 vehicles/day.

Attached you will find the hourly count data, which includes both the AM and PM hourly peak period each day. Keep in mind that the first and last dates of the survey are incomplete. The hourly daytime volumes seem to be fairly consistent with the manual counts I have conducted, which of course have been quite limited in duration by comparison.

Unfortunately I'm short on time at the moment, but I will provide an update on the other requested items when I am able later this week.

Regards,

Colin Coulter

Operations Technician/Area Manager
Ministry of Transportation & Infrastructure
Tel: 250-952-4481 Cell: 250-812-7305
colin.coulter@gov.bc.ca

From: Marc Davis [mailto:|

Sent: December-12-13 11:11 PM

To: Coulter, Colin TRAN:EX

Subject: Update from Marc Davis of Saltspring Island's BACARA residents' association

Hi Colin,

I hope all is well with you.

You suggested I contact you if BACARA needed any follow-up data/information after our recent meeting with you, your colleagues, and our MLA Gary Holman. On that note, we'd appreciate knowing what kind of daily traffic volume (by way of statistics) that your road counter strips recorded over the two-week period that you had it installed on Cusheon Lake Road recently. This information has been requested for an upcoming meeting next Tuesday with the local Transportation Commission.

Also, do you have any idea as to when the signage that you promised will be in place at the intersection of Stewart Road and Cusheon Lake Road directing tourist traffic etc. to Ganges via Beddis Road?

Additionally, do you have any details as to what kind of signage the community will be allowed to place at the Ganges/Fulford Road and Cusheon Lake Road intersection to advise drivers that they're entering a residential area with plenty of foot traffic?

Best regards and Seasons Greetings,

Marc Davis

President

Beddis and Cusheon Areas Residents' Association (BACARA)

Project

COMMENTS

Budget (B)
Contributions (C)
Actual (A)

ITALICS - new information

1. TRANSPORTATION		
<p>1.1. Ganges Hill/Regional Trail to Beddis Road Turn-Off</p> <p>1.2. Walking and Biking Feasibility Study and Options</p>	<p>CRD Regional Parks have a \$50,000 budget for a feasibility study and detailed design drawings for improving safety for pedestrians and cyclist on Ganges Hill as a kick-off to the CRD Regional Trail on SSI. Contracts were signed in Autumn 2012 for survey and pre-design work. Report reviewed by Commission at 4/23/2013 meeting. Regional Parks presented three options with estimated costs at a well-attended public Open House on January 28, 2014. Public feedback was also sought by an on-line survey. CRD Regional Parks are to report the survey findings to the SSITC in April/May. Some \$26,000 remains in the budget for any recommended further studies.</p>	
<p>1.3. Yellow curb painting</p>	<p>Initial inventory carried out of all yellow curbs in Ganges. (1,200 meters). Staff exploring options with MOT undertake project with Commission funding. The project did not figure in the SSITC Budget Motion for 2014. Funding may or may not be available in 2014.</p>	
<p>1.4. NGVTP Phase – Lower Ganges Road</p>	<p>On August 8th the CRD Board approved the contract in the amount of +/- \$1.2 million for two bus pull-outs, intersection safety improvements, bike lanes and pedestrian pathways along approx 1 km of Lower Ganges Road. Notice to proceed with main contract was issued in November 2012 and was largely complete by the Autumn of 2013. An outstanding credit for outstanding asphalt work remains to be defined. Final costs TBA.</p>	<p>\$1,778,152 (B) \$1,529,184 (A)</p>
<p>1.5. NGVTP Phase – Rainbow Road</p>	<p>Design workshop held with CRD, MoTI, SSITC and JEA participation in October 2013 to review options for the next phases. SSITC passed a budget for the Rainbow Phase in Dec 2013 and endorsed the phase as the #1 priority for construction (along with new PCP projects). Completing the NGTP was also identified as a priority focus area in the CRD PCMP SSI Edition published in Dec 2013. The SSITC established a Working Group in February 2014 to amend the JEA design to bring down costs.</p>	
<p>1.6. Rainbow Road Sidewalk - Southside</p>	<p>JEA called for a sidewalk on the south side of Rainbow outside the NGTP when adjacent properties are rezoned for commercial use. The OCP also calls for sidewalks to be provided with any new commercial development. Funds have been accumulating in a CRD pathway reserve account for the south side pathway since 2011. MoT advised CRD that it would like to see an overview plan for Rainbow taking drainage issues into account rather than be presented with permit applications for individual sidewalk segments. The project is included in the SSITC budget for construction in 2017.</p>	<p>\$25,800 (C)</p>
<p>1.7. Speed Limits</p>	<p>Working group produced a comprehensive Summary report with a multitude of recommendations at the July 23, 2013 Commission meeting. The SSITC has not commented on the Draft Report.</p>	

Project

COMMENTS

Budget (B)
 Contributions (C)
 Actual (A)

ITALICS - new information

2. TRANSIT		
2.1. BC Transit Service Review and Handy-Dart	BC Transit has scheduled a comprehensive five-year Service Review of SS Transit to commence in April 2014. It will include a feasibility study for a Handy Dart type system which will take 6-12 months to complete and will be 100% funded by BCT.	

Abbreviations:

- CRD Capital Regional District
- MoT Ministry of Transportation (Provincial)
- NGVTP North Ganges Village Transportation Plan
- RoW Right-of-Way
- SROW Statutory Right-of-Way