



Making a difference...together

SALT SPRING ISLAND TRANSPORTATION COMMISSION

Notice of Meeting on **Tuesday, July 22, 2014 at 4:00 PM**

145 Vesuvius Bay Road, Salt Spring Island, BC

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 June 17, 2014 and June 26, 2014

3. PRESENTATIONS/DELEGATIONS

1. Brad Drew, Parks Facility Coordinator, CRD Regional Parks, re: Ganges Hill Biking and Walking Trail Feasibility Study
2. Nomi Davis, re: Cusheon Lake and Speed Watch Program
3. David Borrowman, Merchants' Mews Strata Council, re: Islands Trust Referral (SS-RZ-2014.1) - Rezoning Amendment at 315 Upper Ganges Road

4. CHAIR AND DIRECTOR REPORTS

5. REPORTS

1. Partners Creating Pathways project status update – Commissioner Denyer
2. BC Transit Monthly Revenue
3. June 2014 Revenue and Expense Report

6. OUTSTANDING BUSINESS

1. Rainbow Road drainage study status update

7. NEW BUSINESS

1. Commission Vacancy
2. PCMP Adjudication Working Group Appointment
3. Islands Trust Referral (SS-RZ-2014.1) - Rezoning Amendment at 315 Upper Ganges Road

That the Salt Spring Island Transportation Commission recommends:

Should the LTC approve the rezoning of 315 Upper Ganges Road, the Salt Spring Island Transportation Commission recommends that the applicant construct a pedestrian

pathway along the entire frontage of their property at their cost and that the pathway be built to Capital Regional District Standards; and for any areas of the pathway that are contained within private property, that a statutory right of way be registered in favour of the Capital Regional District in a form acceptable to the Capital Regional District; and the Capital Regional District assume the maintenance and liability upon acceptance of the completed works.

4. Active Transportation Bicycle Wayfinding Pilot Program Funding Application

That the Salt Spring Island Transportation Commission supports the Active Transportation Bicycle Wayfinding Pilot Program Funding Application for wayfinding signage to help users identify the best cycling routes to key destinations on Salt Spring Island.

- 5. Letter dated June 17, 2014 from Jaqualine Roussin, re: Pathway adjacent 280 Rainbow Road**
- 6. Reimbursement for Donald McLennan's expenses**

8. NEXT MEETING AUGUST 19, 2014

9. ADJOURNMENT

Communications and Information only items-see appendix A



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**Minutes of the Regular Meeting of the Salt Spring Island Transportation Commission
Held June 17, 2014, 145 Vesuvius Bay Road, Salt Spring Island, BC**

Present: **Director:** Wayne McIntyre
 Commission Members: Donald McLennan (Chair); Robin Williams; Andrew Haigh; Nigel Denyer; Kevin Bell; Sheryl Taylor-Munro; Ross Simpson, Dennis Fortin
 Staff: Karla Campbell, Senior Manager; Keith Wahlstrom, Contract Engineer; Henry Kamphof, Senior Manager, Housing Secretariat (via Skype), Michele Akerman, Recording Secretary

Chair McLennan called the meeting to order at 4:00 pm.

1. APPROVAL OF AGENDA

MOVED by Commissioner Bell, **SECONDED** by Commissioner Fortin,
That the agenda be approved.

CARRIED

2. ADOPTION OF MINUTES

MOVED by Commissioner Bell , **SECONDED** by Commissioner Denyer,
That the minutes of May 20, 2014 be adopted with the following amendment:
Item 5.2 Bus Shelter, the motion should read as follows: That the Salt Spring Island Transportation Commission accept the Bellavance bid with a budget ceiling of \$12,000 and a glass budget up to \$3,000.

CARRIED

3. PRESENTATIONS/DELGATIONS

3.1 Henry Kamphof, Senior Manager, Capital Regional District Housing Secretariat and Janis Gauthier JG Consulting Services re: 161 Drake Road

MOVED by Commissioner Taylor-Munro, **SECONDED** by Commissioner Bell
That item agenda item 6.2 [Islands Trust Referral ZZ-RZ-2013.9 Rezoning for Multi-Family Affordable Housing Complex at 161 Drake Road] be moved up as item 3.1.

CARRIED

MOVED by Commissioner McLennan, **SECONDED** by Commissioner Taylor-Munro

- The Salt Spring Island Transportation Commission supports the recommendation of Islands Trust staff that the applicant provide evidence-based rationale to support the significant decrease of 60% required automobile parking; and
- that the Salt Spring Island Transportation Commission recommends that the applicant obtain a “traffic analysis and recommendation” pertaining to the possible need for a left-turn lane onto Drake Road from Fulford-Ganges Road; and
- recommends that the applicant construct a pedestrian pathway along the entire frontage of the property along Drake Road at their cost and that the pathway be built to Capital Regional District specifications; and

- for any areas of the pathway along this same frontage that are contained within private property that a statutory right-of-way be registered in favour of the Capital Regional District and in a form acceptable to the Capital Regional District; and
- the Capital Regional District assume the maintenance and liability upon acceptance of the completed works; and
- further supports the concept of a pilot project that may include electric vehicle charging stations and/or a car sharing program.

MOVED by Director McIntyre, **SECONDED** by Commissioner Williams,
That the motion be amended by removing the second bullet which reads: The Salt Spring Island Transportation Commission recommends that the applicant obtain a “traffic analysis and recommendation” pertaining to the possible need for a left-turn lane onto Drake Road from Fulford Ganges Road.

CARRIED

Commissioner Bell and Denyer voted against the amendment.

The main motion as amended with the final wording being as follows:

- The Salt Spring Island Transportation Commission supports the recommendation of Islands Trust staff that the applicant provide evidence-based rationale to support the significant decrease of 60% required automobile parking; and
- that the Salt Spring Island Transportation Commission further recommends that the applicant construct a pedestrian pathway along the entire frontage of the property along Drake Road at their cost and that the pathway be built to Capital Regional District specifications; and
- for any areas of the pathway along this same frontage that are contained within private property that a statutory right-of-way be registered in favour of the Capital Regional District and in a form acceptable to the Capital Regional District; and
- the Capital Regional District assume the maintenance and liability upon acceptance of the completed works;
- and further supports the concept of a pilot project that may include electric vehicle charging stations and/or a car sharing program.

CARRIED

4. MOTION TO CLOSE THE MEETING

MOVED by Commissioner Williams, **SECONDED** by Commissioner Taylor-Munro,
That Salt Spring Island Transportation Commission meeting be closed to the public in accordance with the *Community Charter*, Part 4, Division 3, 90(1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and (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

CARRIED

The Commission convened to a closed meeting at 4:30 pm and rose without report at 5:45 pm.

5. REPORTS CHAIR AND DIRECTOR

Chair McLennan provided a written report to the Commission.

Director McIntyre reported:

- The Chamber of Commerce and Community Economic Development Commission are hosting Minister Yamamoto, Minister of State for Tourism and Small Business at the Harbour House on June 20, 2014.
- The Community Economic Development Commission is hosting a workshop to discuss Salt Spring's economy, consider the CEDC's draft economic development strategy for the island, and explore opportunities for the CEDC and other organizations to partner in pursuing initiatives that will advance the economic resilience of the community

6. OUTSTANDING BUSINESS

6.1 Islands Trust Referral SS-RZ-2103.5 Rezoning and OCP Amendment at Bullock Lake 315 Robinson Road

MOVED by Commissioner Williams, SECONDED by Commissioner Bell

That the Salt Spring Island Transportation Commission recommends

- Should the LTC approve the rezoning and OCP amendment of Bullock Lake Cottages, the Salt Spring Island Transportation Commission recommends that the Islands Trust accept the community amenity offered by the Owner/Applicant to facilitate pedestrian and cycling infrastructure by providing access to four meters of property adjacent to the existing highway allowance along the entire frontage of the property along Robinson Road; and
- the Owner/Applicant construct a separate multi-use pathway along this same frontage at their cost and that the multi-use pathway be built to Capital Regional District specifications; and
- for any areas of the pathway along this same frontage that are contained within private property that a statutory right-of-way be registered in favour of the Capital Regional District and in a form acceptable to the Capital Regional District;
- and further, that the Capital Regional District assume the maintenance and liability upon acceptance of the completed works; and
- a multi-use pathway will be required extending to Leisure Lane to join the pathway currently under construction; and
- a bus pull-out at this location on either side of Robinson Road is likely to be required in due course.

MOVED by Commissioner Bell, SECONDED by Commissioner Denyer

That the motion be amended by removing the last two bullets that read:

A multi-use pathway will be required extending to Leisure Lane to join the pathway currently under construction; and a bus pull-out at this location on either side of Robinson Road is likely to be required in due course.

CARRIED

Commissioners Denyer, Haigh, McLennan voted against the amendment

The main motion as amended with the final wording being as follows:

That the Salt Spring Island Transportation Commission recommends:

- Should the Salt Spring Local Trust Committee approve the rezoning and OCP amendment of Bullock Lake Cottages, the Salt Spring Island Transportation Commission recommends that the Islands Trust accept the community amenity offered by the Owner/Applicant to facilitate pedestrian and cycling infrastructure by providing access to four meters of property adjacent to the existing highway allowance along the entire frontage of the property along Robinson Road; and
- the Owner/Applicant construct a separate multi-use pathway along this same frontage at their cost and that the multi-use pathway be built to Capital Regional District specifications; and
- for any areas of the pathway along this same frontage that are contained within private property that a statutory right-of-way be registered in favour of the Capital Regional District and in a form acceptable to the Capital Regional District; and
- further, that the Capital Regional District assume the maintenance and liability upon acceptance of the completed works;

CARRIED

6.2 Islands Trust Referral SS-RZ-2013.3 Rezoning and OCP Amendment- 119-150 Ashya Road

Director McIntyre left the meeting at 6:10 pm.

MOVED by Commissioner Bell, **SECONDED** by Commissioner Denyer
That the Salt Spring Island Transportation Commission advise Island's Trust that their interests are unaffected by the application to amend the Official Community Plan and Land Use Bylaw for 119 – 150 Ashya Road.

CARRIED

6.3 Special Group Trips and Special Transit Services

Commissioner Haigh left the meeting at 6:12 pm.

MOVED by Commissioner Bell, **SECONDED** by Commissioner Taylor-Munro
That the Salt Spring Island Transportation Commission delegate authority to the Chair to advise the Capital Regional District with respect to short notice Special Event Service requests made to the Salt Spring Island Transit when the timing makes it impossible to bring the matter before the full Commission for a decision.

CARRIED

7. New Business

7.1 Transit Monthly Revenues Report and Ridership numbers

For information only.

7.2 Transit 5 Year Operating Budget

For information only.

8. CORRESPONDENCE

- 8.1 Email dated May 27, 20214 from Craig Richenback, Northern Youth Abroad re: Request for two bus passes.**

It was generally agreed to by the Commission that the request for two bus passes be denied.

- 8.2 Clean Air Bylaw No. 2401**

The Capital Regional District Board is considering a clean air bylaw banning smoking within the region in all parks, playgrounds, playing fields, public squares and bus stops and extending the current buffer zone for smoking from three metres to seven metres.

9. NEXT MEETING JULY 22, 2014

10. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 6:25 pm.

CARRIED

CHAIR

SENIOR MANAGER



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**Minutes of the Special Meeting of the Salt Spring Island Transportation Commission
Held June 26, 2014, 145 Vesuvius Bay Road, Salt Spring Island, BC**

Present: **Director:** Wayne McIntyre
 Commission Members: Robin Williams (Vice Chair); Nigel Denyer; Sheryl Taylor-Munro; Ross Simpson, Dennis Fortin Andrew Haigh
 Staff: Karla Campbell, Senior Manager; Tracey Shaver, Recording Secretary

Vice Chair R. Williams the meeting to order at 10:07 am.

1. Approval of Agenda

MOVED by Commissioner Fortin **SECONDED** by Commissioner Denyer,
That the agenda be approved with the cancellation of the Closed portion.

CARRIED

2. Proposed Transit Service Expansion Options

Myrna Moore, Senior Regional Transit Manager and Tania Wegwitz, Manager, Operational Planning gave a presentation on the preliminary service option based on the recent transit review.

It was generally agreed to by the Commission that BC Transit direct the service hour expansion to extending the evening service year round (until 10:00 pm Friday to Saturday, until past 8:00 pm Sunday); including summer service to Ruckle Park if it can be operated without an additional vehicle.

3. Adjournment

MOVED by Commissioner Haigh **SECONDED** by Commissioner Simpson
That the meeting adjourn at 12:05 pm

CHAIR

SENIOR MANAGER

**Salt Spring Island Community Transit
 Monthly Revenue Report**



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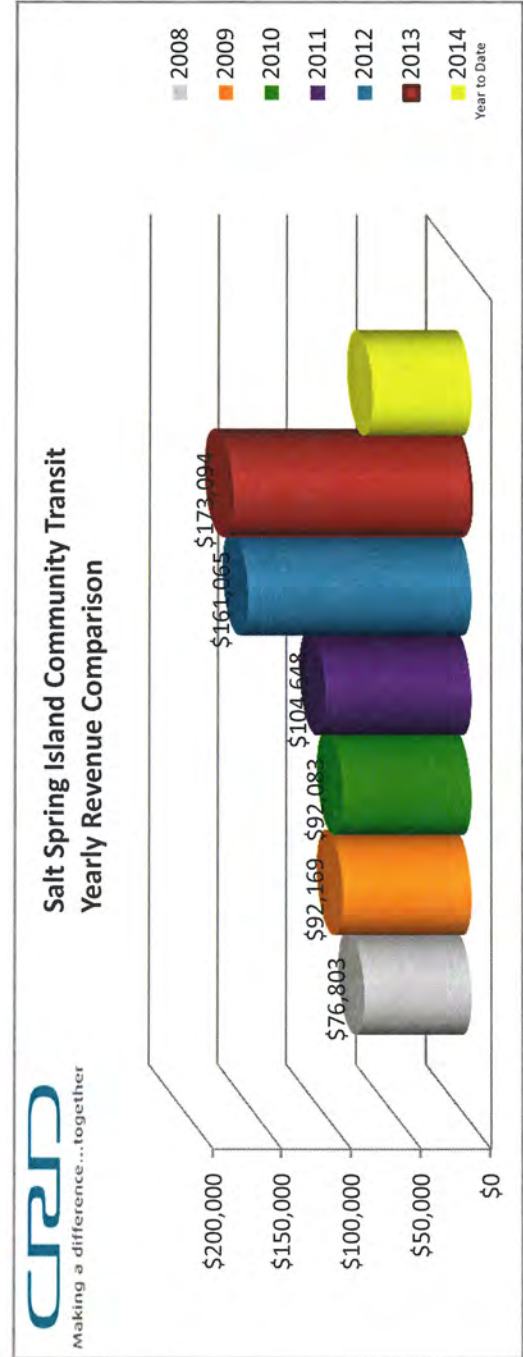
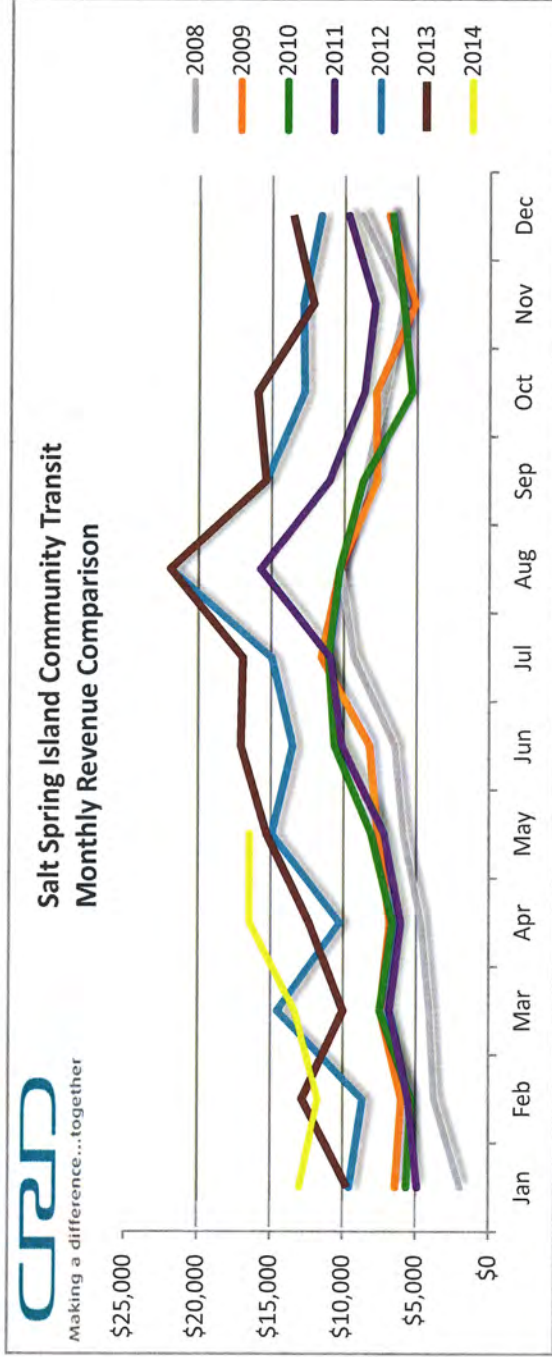
	Jan-2014	Feb-2014	Mar-2014	Apr-2014	May-2014	Jun-2014	Jul-2014	Aug-2014	Sep-2014	Oct-2014	Nov-2014	Dec-2014	Total YTD
Total Vendor Sales													
Monthly Passes - Adult	\$ 350	\$ 450	\$ 350	\$ 550	\$ 450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,150
- Concession	400	320	360	360	280	-	-	-	-	-	-	-	1,720
Day Passes	20	30	35	5	130	-	-	-	-	-	-	-	220
Ticket Sheets *	2,167	1,681	3,382	2,450	2,066	-	-	-	-	-	-	-	11,745
Prepaid Fare Tickets													
Collected from fareboxes *	2,462	1,897	2,052	2,014	2,783	-	-	-	-	-	-	-	11,207
Farebox Cash Proceeds													
	8,033	7,530	8,531	11,798	11,012	-	-	-	-	-	-	-	46,904
BC Bus Pass Program Grant													
	1,731	1,507	2,013	1,708	1,778	-	-	-	-	-	-	-	8,737
Monthly Revenue	\$ 12,995	\$ 11,734	\$ 13,341	\$ 16,435	\$ 16,433	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,938

Cumulative Totals

YTD Revenue	12,995	24,729	38,070	54,505	70,938	70,938	70,938	70,938	70,938	70,938	70,938	70,938	70,938
Unearned Revenue *	(295)	(511)	819	1,256	538	538	538	538	538	538	538	538	538
Less 2% Commission	(59)	(108)	(191)	(258)	(317)	(317)	(317)	(317)	(317)	(317)	(317)	(317)	(317)
Other Adjustments	-	20	-	-	-	-	-	-	-	-	-	-	-
Reconciliation to GL	12,642	24,130	38,698	55,502	71,159	71,159	71,159	71,159	71,159	71,159	71,159	71,159	71,159

* Unearned Revenue is the difference between Prepaid Fare Tickets sold and Prepaid Fare Tickets used by riders (collected from fareboxes).

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Revenue Comparisons													
2013 Monthly Revenue	9,687	12,821	10,005	12,384	15,284	17,046	16,926	21,918	15,366	15,962	12,136	13,560	173,094
2012 Monthly Revenue	9,578	8,662	14,540	10,240	14,945	21,766	7,030	21,926	15,374	12,785	12,868	11,650	161,365
2011 Monthly Revenue	4,899	5,540	6,822	6,043	7,221	10,116	10,954	15,731	11,024	8,650	7,912	9,797	104,648
2010 Monthly Revenue	5,640	5,344	7,523	6,646	8,103	10,651	11,070	10,318	8,719	5,387	5,957	6,724	92,083
2009 Monthly Revenue	6,424	5,993	7,480	6,829	7,678	8,246	11,571	10,284	7,781	7,812	5,131	6,939	92,169
2008 Monthly Revenue	1,942	3,734	4,074	4,635	5,871	6,493	9,318	10,228	8,612	7,192	5,895	8,810	76,803



Capital Regional District Revenue and Expenditures - Operating

04:48:10 Period Ending: June Year: 2014

Print Destination:

	Original Budget	Revised Budget	Current	Period to Date	Encumbrance	Total	Budget Remaining
				Date			\$ %
GSVI8515G SSI Transit & Transportation	0.00	0.00	0.00	110,485.40	0.00	110,485.40	(110,485.40) 0.00
191046 G SSI Transit & Transportation	0.00	0.00	0.00	(3,298.40)	0.00	(3,298.40)	3,298.40 0.00
213004 AP - Holdbacks - Capital	0.00	0.00	0.00	(15,000.00)	0.00	(15,000.00)	15,000.00 0.00
380075 Interest Income- Capital/Equity	0.00	0.00	0.00	(124,246.75)	0.00	(124,246.75)	124,246.75 0.00
380110 Grants - Other	0.00	0.00	0.00	(110,485.40)	0.00	(110,485.40)	110,485.40 0.00
799954 Capitalized Other Funding BCF	0.00	0.00	0.00	(228,692.66)	0.00	(228,692.66)	228,692.66 0.00
799959 Contract Holdback BCF	0.00	0.00	0.00	(222,286.81)	0.00	(222,286.81)	222,286.81 0.00
799960 Transfer revenue fund BCF	0.00	0.00	0.00	(16,000.00)	0.00	(16,000.00)	16,000.00 0.00
799961 Grant Other BCF	0.00	0.00	0.00	(25,011.45)	0.00	(25,011.45)	25,011.45 0.00
799971 Donations BCF	0.00	0.00	0.00	(1,681,787.19)	0.00	(1,681,787.19)	1,681,787.19 0.00
799977 Capitalized Capital Reserve Fund BCF	0.00	0.00	0.00		0.00		
799978 Capitalized Grant Fund BCF	0.00	0.00	0.00		0.00		
TOTAL Revenue	0.00	0.00	0.00	(2,316,323.26)	0.00	(2,316,323.26)	2,316,323.26 0.00
503130 Contract for Services	0.00	0.00	0.00	51,316.05	0.00	51,316.05	(51,316.05) 0.00
504010 Consultants - Eng & Scientific Services	0.00	0.00	0.00	2,703.69	0.00	2,703.69	(2,703.69) 0.00
514340 Permit Fees	0.00	0.00	0.00	176.00	0.00	176.00	(176.00) 0.00
515100 Land Title Costs	0.00	0.00	0.00	12.77	0.00	12.77	(12.77) 0.00
601001 Labour Consumption	0.00	0.00	0.00	1,781.78	0.00	1,781.78	(1,781.78) 0.00
799995 Engineering Structures BCF	0.00	0.00	0.00	1,831,045.39	0.00	1,831,045.39	(1,831,045.39) 0.00
TOTAL Expense	0.00	0.00	0.00	1,887,035.68	0.00	1,887,035.68	(1,887,035.68) 0.00
TOTAL G SSI Transit & Transportation	0.00	0.00	0.00	(429,287.58)	0.00	(429,287.58)	429,287.58 0.00
Transportation Water							
SSI Transit & Transportation							
1001 General Revenue Fund							
101964 SSI Transportation Revenue		(150.00)	0.00	0.00	0.00	0.00	(150.00) 100.00
429000 Interest Income	(120.00)	(120.00)	0.00	(121.67)	0.00	(121.67)	1.67 (1.39)
430000 Grant In Lieu- Federal	(20.00)	(20.00)	0.00	(22.07)	0.00	(22.07)	2.07 (10.35)
430020 Grant in Lieu- FCC	(146,250.00)	(146,250.00)	0.00	0.00	0.00	0.00	(146,250.00) 100.00
486000 Requisitions- Municipal Electoral Area-	(146,540.00)	(146,540.00)	0.00	(143.74)	0.00	(143.74)	(146,396.26) 99.90
TOTAL Revenue	(146,540.00)	(146,540.00)	0.00	(143.74)	0.00	(143.74)	(146,396.26) 99.90
TOTAL SSI Transportation Revenue	(146,540.00)	(146,540.00)	0.00	(143.74)	0.00	(143.74)	(146,396.26) 99.90
1001 General Revenue Fund							
101965 SSI Transportation Expense		0.00	92.23	348.83	0.00	348.83	(348.83) 0.00
500000 Salaries - Full/Part-Time Regular	12,000.00	12,000.00	224.62	810.14	0.00	810.14	11,189.86 93.25
500280 Wages & Benefits -Other -Regular/Auxili	2,040.00	2,040.00	0.00	0.00	0.00	0.00	2,040.00 100.00
501000 Travel Expenses CRD Business	140.00	140.00	0.00	0.00	0.00	0.00	140.00 100.00
502030 Telecommunications - Main Account	1,410.00	1,410.00	0.00	727.83	0.00	727.83	682.17 48.38
503130 Contract for Services							

04:48:10	Period Ending: June	Year: 2014	Original Budget	Revised Budget	Current	Period to Date	Encumbrance	Total	Budget Remaining
						Date			\$
504020	Consultants - General		2,000.00	2,000.00	0.00	0.00	0.00	0.00	2,000.00
506010	Insurance - Public Liability		180.00	180.00	0.00	0.00	0.00	0.00	180.00
506020	Insurance - Fidelity		10.00	10.00	0.00	0.00	0.00	0.00	10.00
506050	Insurance - Group Accident		40.00	40.00	0.00	0.00	0.00	0.00	40.00
506090	Insurance - Service Contract		10.00	10.00	0.00	0.00	0.00	0.00	10.00
508000	Maintenance		0.00	0.00	0.00	0.00	0.00	0.00	0.00
514030	Advertising		890.00	890.00	0.00	3,845.00	0.00	3,845.00	(3,845.00)
514840	Referendum Costs		6,000.00	6,000.00	0.00	0.00	0.00	0.00	890.00
514880	Meeting Expenses		200.00	200.00	0.00	0.00	0.00	0.00	6,000.00
515130	Photocopying Services		260.00	260.00	0.00	275.17	0.00	275.17	(75.17)
530010	Alloc.- Finance & Corporate Services		4,120.00	4,120.00	0.00	0.00	0.00	0.00	260.00
530450	Alloc. - SSI EA Management		60,550.00	60,550.00	343.33	2,384.98	0.00	2,384.98	1,735.02
530460	Alloc- SSI PARC - Administration		3,400.00	3,400.00	5,045.83	30,274.98	0.00	30,274.98	30,275.02
538000	Supplies - Office		1,100.00	1,100.00	416.67	2,500.02	0.00	2,500.02	899.98
547040	Transfers to Capital Reserve Fund		47,000.00	47,000.00	0.00	0.00	0.00	0.00	1,100.00
570010	Interest - Internal		190.00	190.00	0.00	0.00	0.00	0.00	47,000.00
601001	Labour Consumption		5,000.00	5,000.00	922.68	3,024.34	0.00	3,024.34	(12.55)
	TOTAL Expense		146,540.00	146,540.00	7,045.36	44,393.84	0.00	44,393.84	102,146.16
	TOTAL SSI Transportation Expense		146,540.00	146,540.00	7,045.36	44,393.84	0.00	44,393.84	102,146.16
1001	General Revenue Fund								
101974	SSI Transit Revenue			(194,440.00)	(15,743.39)	(82,917.80)	0.00	(82,917.80)	(111,522.20)
413000	Sale- Transit Fees		0.00	0.00	0.00	(363.79)	0.00	(363.79)	363.79
422300	Recovery Cost		(500.00)	(500.00)	0.00	(33.31)	0.00	(33.31)	(466.69)
429000	Interest Income		(70.00)	(70.00)	0.00	(66.18)	0.00	(66.18)	(3.82)
430000	Grant In Lieu- Federal		(10.00)	(10.00)	0.00	(12.00)	0.00	(12.00)	2.00
430020	Grant in Lieu- FCC		(115,000.00)	(115,000.00)	0.00	0.00	0.00	0.00	(115,000.00)
486000	Requisitions- Municipal Electoral Area-		(310,020.00)	(310,020.00)	(15,743.39)	(83,393.08)	0.00	(83,393.08)	(226,626.92)
	TOTAL Revenue		(310,020.00)	(310,020.00)	(15,743.39)	(83,393.08)	0.00	(83,393.08)	(226,626.92)
	TOTAL SSI Transit Revenue		(310,020.00)	(310,020.00)	(15,743.39)	(83,393.08)	0.00	(83,393.08)	(226,626.92)
1001	General Revenue Fund								
101975	SSI Transit Expense			(19,090.00)	0.00	0.00	0.00	0.00	(19,090.00)
470600	Transfers fr Reserve Fund			(19,090.00)	0.00	0.00	0.00	0.00	(19,090.00)
	TOTAL Revenue		(19,090.00)	(19,090.00)	0.00	0.00	0.00	0.00	(19,090.00)
500280	Wages & Benefits -Other -Regular/Auxili		0.00	0.00	0.00	157.28	0.00	157.28	(157.28)
501000	Travel Expenses CRD Business		1,160.00	1,160.00	0.00	0.00	0.00	0.00	1,160.00
502030	Telecommunications - Main Account		220.00	220.00	0.00	0.00	0.00	0.00	220.00
503130	Contract for Services		293,180.00	293,180.00	22,567.00	79,920.79	0.00	79,920.79	213,259.21
505010	Legal Services		150.00	150.00	0.00	0.00	0.00	0.00	150.00
506010	Insurance - Public Liability		410.00	410.00	0.00	0.00	0.00	0.00	410.00
506020	Insurance - Fidelity		20.00	20.00	0.00	0.00	0.00	0.00	20.00
506050	Insurance - Group Accident		40.00	40.00	0.00	0.00	0.00	0.00	40.00

Print Destination:

Capital Regional District - Revenue and Expenditures - Operating

Original Budget	Revised Budget	Current	Period to Date	Encumbrance	Total	Budget Remaining
						\$
04:48:10 Period Ending: June Year: 2014						
506090 Insurance - Service Contract	20.00	0.00	0.00	0.00	0.00	20.00
514010 Postage & Freight	100.00	0.00	0.00	0.00	0.00	100.00
514020 Courier & Express	100.00	0.00	0.00	0.00	0.00	100.00
514030 Advertising	4,550.00	0.00	0.00	0.00	0.00	4,550.00
514410 Registrations - Conferences & Seminars	510.00	0.00	0.00	0.00	0.00	510.00
514880 Meeting Expenses	250.00	0.00	0.00	0.00	0.00	250.00
530010 Alloc.- Finance & Corporate Services	10,620.00	885.00	5,310.00	0.00	5,310.00	5,310.00
530370 Alloc. - Planning & Protective GM	5,550.00	462.50	2,775.00	0.00	2,775.00	2,775.00
530460 Alloc- SSI PARC - Administration	5,000.00	283.33	1,699.98	0.00	1,699.98	3,300.02
547070 Transfers to Equipment Replacement Fund	7,000.00	583.33	3,499.98	0.00	3,499.98	3,500.02
570010 Interest - Internal	230.00	0.00	50.58	0.00	50.58	179.42
601001 Labour Consumption	0.00	0.00	51.26	0.00	51.26	(51.26)
TOTAL Expense	329,110.00	24,781.16	93,464.87	0.00	93,464.87	235,645.13
TOTAL SSI Transit Expense	310,020.00	24,781.16	93,464.87	0.00	93,464.87	216,555.13
TOTAL SSI Transit & Transportation	0.00	16,083.13	54,321.89	0.00	54,321.89	(54,321.89)
TOTAL Transportation Water	0.00	16,083.13	54,321.89	0.00	54,321.89	(54,321.89)

Print Destination:

Memo



TO: Salt Spring Island Transportation Commission

FROM: Keith Wahlstrom, P.Eng
Contract Engineer, Salt Spring Island Electoral Area

DATE: July 22, 2014

SUBJECT: Islands Trust Referral-Rezoning Amendment at 315 Upper Ganges

The subject property is outside the Ganges Village, but within 200 metres of it and is a business destination, therefore it may attract pedestrians.

The subject property is along the bicycle route as shown on Map 5 of the OCP.

The subject property is not on a bus route.

The intersection of Robinson Road and Upper Ganges Road can be quite busy.

The property owner has apparently been in contact with Islands Pathways about providing a path.

The subject property is a corner property and therefore has potential for pathways on 2 sides.

The provision of a pathway here has not been part of a larger, overall assessment, but it could quite easily be connected to the overall Ganges Village area with a relatively short connection.

The provision of a pathway here would support the concept expressed in an earlier referral (Bullock Lake Rezoning) that pathways should be connected to an existing link. While a pathway here would only be a portion of a long term link, it does reduce future capital costs.

Should a pathway be constructed here, an annual maintenance budget would be required.

Recommendations:

That the Salt Spring Island Transportation Commission recommends:

Should the LTC approve the rezoning of 315 Upper Ganges Road, the Salt Spring Island Transportation Commission recommends that the applicant construct a pedestrian pathway along the entire frontage of their property at their cost and that the pathway be built to Capital Regional District Standards; and for any areas of the pathway that are contained within private property, that a statutory right of way be registered in favour of the Capital Regional District in a form acceptable to the Capital Regional District; and the Capital Regional District assume the maintenance and liability upon acceptance of the completed works.

Attachment(s): Islands Trust Referral (SS-RZ-2014.1)-Application



Islands Trust

APPLICATION REFERRAL

Island: Salt Spring Island Local Trust Area Application No.: SS-RZ-2014.1 Date: July 14, 2014

You are requested to comment on the attached application for potential effect on your agency's interests. We would appreciate your response within __ days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME:

David Borrowman

PURPOSE OF APPLICATION:

To rezone the subject property from Commercial 6 to a new Commercial variant in order to remove some high-impact industrial uses and add other office and light industrial uses compatible with the site. Please see attached staff report for additional details.

ADDRESS/ LOCATION:

315 Upper Ganges Road, Salt Spring Island, BC

LEGAL DESCRIPTION:

Section 5, Range 3 East, North Salt Spring Island, Cowichan District, Strata Plan VIS4561

SIZE OF PROPERTY AFFECTED:

0.6 hectares/ 1.5 acres

ALR STATUS:

No

OFFICIAL COMMUNITY PLAN DESIGNATION:

Industrial and Commercial Services (I)

OTHER INFORMATION:

Please see attached preliminary staff report. Early referral comments from the SSI Transportation Commission are sought at this time in consideration of a potential amenity bylaw.

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 application.

(Signature)

Name: Kristin Aasen

Title: Planner 2

This referral has been sent to the following agencies:

Regional Agencies
Capital Regional District

Non-Agency Referrals
CRD Transportation Commission

APPLICATION REFERRAL RESPONSE SUMMARY

- Approval Recommended for Reasons Outlined Below

- Approval Recommended Subject to Conditions Outlined Below

- Interests Unaffected by Application

- Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Local Trust Area
(Island)

(Signature)

(Date)

SS-RZ-2014.1
(Application Number)

(Title)

(Agency)

STAFF REPORT

Date: Monday, June 16, 2014 **File No:** SS-RZ-2014.1

To: Salt Spring Island Local Trust Committee, for the meeting of June 24, 2014
From: Kristin Aasen, Planner, Local Planning Services

Re: Proposal to amend the Land Use Bylaw from C6 to a commercial variant

Owner: Strata Corporation VIS 4561 (Merchant's Mews)
Applicant: David Borrowman
Location: 315 Upper Ganges Road

Legal: Section 5, Range 3 East, North Salt Spring Island, Cowichan District, Strata Plan VIS4561

Preliminary Report:

Interim Report:

Final Report:

THE PROPOSAL:

The property owners of 315 Upper Ganges Road are proposing to amend the Land Use Bylaw zoning from Commercial 6 (C6) to a new commercial variant. The proposal does not include any new construction, but would enable a broader range of commercial uses not permitted under the current zoning. The purpose of this staff report is to seek LTC direction to staff to draft an amendment to the Land Use Bylaw.

SITE CONTEXT:



Figure 1: Orthophoto of neighbourhood with zoning (subject property highlighted in yellow)

The subject property is zoned Commercial 6 (C6) by the Land Use Bylaw No. 355. Held by 17 owners, the subject property is roughly 0.61 hectares/ 1.5 acres. The buildings have been subdivided into 23 strata lots, averaging 65 square meters/ 700 ft² in floor area. The existing businesses range from office space for construction companies, artist studios, galleries and workshops through to food and beverage processing and funeral services.

Known as "Merchant's Mews," the property was originally conceived as a light industrial area where tradespeople would locate workshops and accessory retail sales. Office uses were confined to building construction and trades, as well as light-traffic retail uses for appliances, furniture, auto rentals, wholesale sales and a funeral service.

Surrounding parcels along and to the west side of Upper Ganges Road are zoned C6, Industrial 1 and 2. Neighbouring businesses located in this area are the Home Design Centre, the Arts Academy, Salt Spring Self Storage, Seachange Canadian Gifts, Pegasus Framing, Salt Spring Soapworks, Ironic Developments and Salt Spring Auto Service.

Across from Upper Ganges/ Robinson Roads are small farm and residential lots with Rural and split zoned Rural/ Residential 7 zoning. To the south is a 7.1 hectare/ 17 acre parcel zoned Agriculture 1 and in the Agricultural Land Reserve. Madrona Creek flows through this parcel to the south, which also contains a wetland.

All 23 strata lots are serviced by the property's on-site water (well) and septic disposal. The 3-stage stormdrainage system collected and separates oil before infiltrating on-site.

BACKGROUND:

In recent history, the Salt Spring Local Trust Committee has issued the following for the subject site:
Temporary Use Permits:

- SS-TUP-2000.6 – To permit an expanded range of uses, including light industrial and retail
- SS-TUP-2009.1 – To permit an office in the C6 Zone

Development Permits:

- SS-DP-1996.12 – for the built form that exists today
- SS-DP-1998.5 – an amendment to expand floor area for one unit
- SS-DP-1999.9 – an amendment for the existing signage

Strata Conversion:

- SS-SC-1996.1 – to convert the buildings into 23 strata lots

CURRENT PLANNING STATUS OF SUBJECT LANDS:

Trust Policy Statement: Should the LTC resolve to proceed with the application, staff would follow up with a report analysing 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.

OFFICIAL COMMUNITY PLAN (OCP) BYLAW 434

Volume 2 - Development Permit Area Policies

According to OCP Bylaw No. 434, the subject property is located in Development Permit Area (DPA) 2: Non-Village Commercial and Industrial. The objectives of this DPA are to:

E.2.3.1 To ensure that the commercial and industrial businesses allowed in rural and residential neighbourhoods can develop with the least impact on neighbouring properties.

E.2.3.2 To avoid a level of design regulation that could affect the viability of small commercial and industrial businesses.

E.2.3.3 To protect nearby agricultural lands (including their water supplies) and to reduce the potential for conflicts between agricultural activities and higher density settlement areas.



Figure 2: Extract from DPA map

This rezoning application was not accompanied by any proposal that would require a development permit application.

Volume 1 - Land Use and Servicing Policies:

The subject parcel is designated "Industrial and Commercial Services" (I) by the OCP Bylaw No. 434. Adjacent designations are also I, Rural Neighbourhoods (RN) and Agriculture (A). Please see Appendix 1 for relevant OCP objectives; in Appendix 2 are relevant policies and staff comments.

According to the OCP, the relevant objectives for the Industrial and Commercial Services are as follows:

B.3.3.1.1 To provide an adequate amount of land zoned for industrial use that is affordable, appropriately serviced and well located to accommodate local industry.

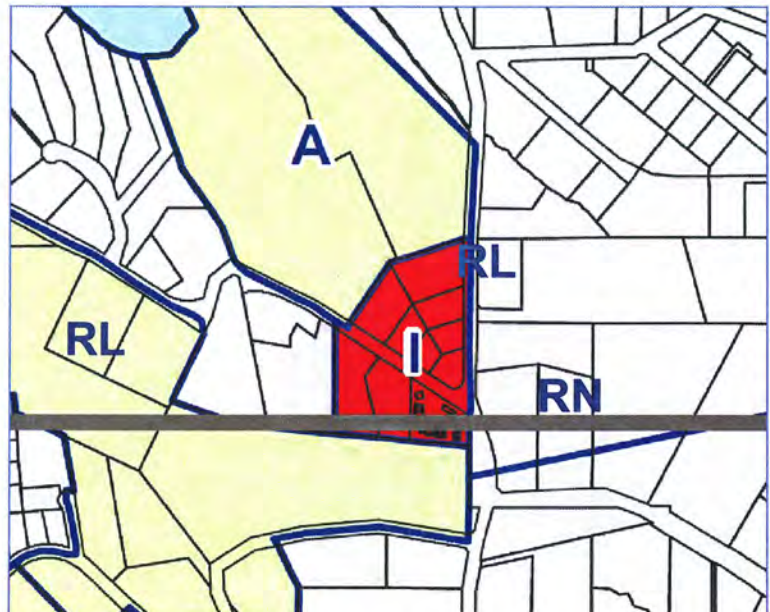


Figure 3: Extract from OCP Land Use Designations

B.3.3.1.2 To accommodate additional commercial and light industrial land uses where there is a community need, with a preference for those with a low demand for transportation and energy infrastructure requirements. To carefully consider the addition of other clustered sites for light industrial operations, to keep needed businesses on the island or to attract needed businesses onto the island.

B.3.3.1.3 To ensure that industries are located in a way that reduces impacts on neighbouring properties and the natural environment.

LAND USE BYLAW NO. 355:

1. Current zoning

The property is currently zoned Commercial 6 (C6). The permitted uses in the C6 zone are as follows:

	C6
Principal Uses, Buildings and Structures	
<i>Indoor retail sales and rentals</i>	
<i>Indoor retail services, excluding Laundromats</i>	
<i>Laundromats</i>	
<i>Outdoor retail sales of nursery plants and home gardening supplies</i>	
<i>Indoor production of food and drink items, clothing, crafts, artwork, jewellery and similar items for retail or wholesale sales, provided there is a retail outlet on the premises and provided water consumption does not exceed 1600 litres/day</i>	
<i>Offices</i>	
<i>Banks and credit unions</i>	
<i>Indoor commercial recreation and amusement facilities</i>	
<i>Restaurants</i>	
<i>Churches</i>	
<i>Libraries</i>	
<i>Offices for use by building construction professionals and trades</i>	◆
<i>Automobile service stations</i>	
<i>Automobile rentals with a maximum of five vehicles stored on-site</i>	◆
<i>Veterinarian clinics and animal hospitals</i>	
<i>Indoor commercial and vocational schools</i>	
<i>Daycare centres for children, seniors, or people with special needs</i>	
<i>Funeral homes</i>	◆
<i>Multifamily dwelling units</i>	
<i>Commercial guest accommodation in hotels or guest houses.</i>	
<i>Retail sales of building supplies, appliances and furniture</i>	◆
<i>Light industry, excluding uses that consume or use more than 1600 litres/day of water</i>	◆
<i>Wholesale sales</i>	◆
<i>Storage of goods and vehicles, with the exception of outdoor storage of derelict vehicles or equipment, or waste materials</i>	◆
<i>Boat building, servicing and repairs</i>	◆
<i>Service, repairs and sales of vehicles and equipment.</i>	◆
<i>Collection of recyclable materials, excluding outdoor sorting and storage</i>	◆
<i>Public service uses</i>	◆
Accessory Uses	
<i>Indoor retail sales accessory to another permitted use</i>	◆
<i>Dwelling units accessory to a commercial use</i>	◆
<i>Restaurant accessory to another permitted use</i>	
<i>Home-based businesses accessory to residential use</i>	

Siting: The general provisions for maximum height of a building apply (7.6m). The setback from lot lines from Sections 4.3.1 and 9.2.2 apply as follows:

- | | |
|---------------------------|-----------------------------------|
| (1) front lot line: 7.5 m | (3) interior side lot line: 6.1 m |
| (2) rear lot line: 6.1 m | (4) Exterior side lot line: 6.1 m |

Density:

The maximum combined lot coverage of all buildings and structures is 75 percent. Under the bylaw, paving is not considered a structure (“any graded, hardened, and relatively impervious surface covered with materials comprised of asphalt, concrete, masonry, crushed gravel or combinations of them”). The Development Permit authorized the development with a lot coverage of 20 percent.

Parking:

The subject property contains a total of 39 paved parking stalls plus two unpaved spaces. There are also approximately 3-4 accessible parking spaces and four bicycle parking stalls.

2. Proposed zoning:

The application does not propose to amend siting or density provisions, but to alter the permitted uses in accordance with the real limits on infrastructure capacity. Currently the water source is on-site and the septic and stormdrainage are also managed on site. The proposal would limit all uses to 1000 Litres per day from the existing 1600 L/d for light industry.

Permitted uses:

Because of the significant impact on parking, outdoor common property and water consumption and disposal impacts, the applicant has requested the deletion of the following uses:

- Automobile rentals with a maximum of five vehicles stored on-site
- Boat building, servicing and repairs
- Service, repairs and sales of vehicles and equipment
- Collection of recyclable materials, excluding outdoor sorting and storage

The application has requested the additional permitted uses:

Principal uses:

- Offices
- Arts and crafts studios
- Radio stations
- Processing, preparation and packaging of food
- Personal services

Accessory uses:

- Outdoor evening and weekend events and displays accessory to a permitted use
- Classes or training accessory to a permitted use

Parking:

The parking requirements for commercial / industrial uses are accordance with the following table:

LAND USE	Auto parking	Disabled parking	Bicycle parking
Light Industry	1 per employee	5%	1 per 10 employees
Storage	1 per employee	5%	0
Wholesale sales	1 per 185 sq.m. sales area	5%	0
Other commercial uses	1 per 25 sq.m. floor area/outdoor sales area	5%	1 per 250m2 floor area
Single family dwelling	2 per unit	0	0

Pending LTC direction to draft a bylaw, staff would craft use categories in accordance with the structure of the Land Use Bylaw, as well as calculate associated parking requirements.

ISLANDS TRUST FUND:

There are no adjacent or nearby Islands Trust Fund properties.

REGIONAL CONSERVATION PLAN:

According to the 2011-2015 Islands Trust Fund Regional Conservation Plan, the Estimated Importance of Habitat Composition (Map 14) of the Plan, this area is considered to have lower relative importance.

SENSITIVE ECOSYSTEMS:

The subject property contains no known sensitive ecosystems or endangered species. The adjacent agricultural parcel to the south contains a seasonally flooded wetland.

HAZARD AREAS:

The subject property is considered to have high and moderately high intrinsic groundwater susceptibility, but low steep slope hazard.

ARCHAEOLOGICAL SITES:

The subject property contains no known Archaeological sites, but is considered to be an area of high Archaeological potential.

COVENANTS/NOTATIONS:

The subject property is impacted by Telus and BC Hydro Right of Ways.

BYLAW ENFORCEMENT:

SS-BE-2005.70 – For unauthorized use in the C6 zone – file closed.

CLIMATE CHANGE ADAPTATION AND MITIGATION

Because the subject property is already built out to its maximum potential, there are limited climate change impacts in terms of construction.

RIPARIAN AREA REGULATION

The subject property is located in the Provincial Riparian Area Regulation watershed. Recent mapping in accordance with LTC Priority for RAR implementation indicates that Madrona Creek flows through the parcel to the south, roughly 60m from the subject parcel.

WATER SERVICE AREA

The subject properties are located outside, but adjacent to the North Salt Spring Waterworks District. The strata operates as a water purveyor under the Water Act and provides water service to the 23 units

through a well on the property. Water is stored both above and below ground. Volumes are monitored and limited to each unit via the strata bylaws.

AGRICULTURAL LAND RESERVE

The subject property is located adjacent to the Agricultural Land Reserve (ALR). The Ministry of Agriculture developed guidelines to promote compatibility along the ALR boundary¹. The guide recommends implementing edge planning techniques to improve land use compatibility. Some of the urban-side edge planning tools are rain water management, building design as well as buffer design and maintenance. The subject property contains some Douglas Fir and Balsam Poplar along the shared property line with the ALR parcel. There is also brush-level vegetation between the parcels.

COMMUNITY INFORMATION MEETING(S):

At this time staff do not have a recommendation on whether a CIM is warranted for this application. Pending feedback from the advisory commissions, staff will report further to the LTC.

RESULTS OF CIRCULATION:

No referrals to public agencies or notification of neighbours has been conducted. Pending first reading of a draft bylaw, staff would begin the process in accordance with standard procedures.

ISSUES SUMMARY:

Staff have identified the following issues, may be addressed or expanded at the time of bylaw drafting and through notification and referrals to public agencies, neighbours and the broader community.

1. **Implications for servicing** – Because the draft bylaw has not yet been considered by associated agencies, staff have not determined the implications the proposed changes may have on water, septic or stormwater infrastructure. Should the LTC give first reading to a proposed bylaw amendment, staff would seek LTC direction to begin the referral process at the same time. Pending LTC direction to proceed with this application, staff will engage in preliminary discussions with staff from impacted servicing agencies.
2. **Implications for connectivity** – All but two of the units are barrier free, including washroom facilities. Accessible parking is adjacent to some of the lots. The site's existing topography does create a barrier for some users, but the parcel is predominantly paved.

The subject lot is approximately 200m from the proposed Ganges Village Pathway Network (see Figure 4 below). Pending LTC direction to proceed with a bylaw, impacts from the perspective of BC Transit would be sought through the referral process. Comments from the Capital Regional District's Transportation Commission and Park and Recreation Commission would be determined in terms of pathways and connections to the Ganges Public Pathway System. The applicant has been in early discussions with Island Pathways regarding a perimeter pathway around the property. Please note that any sidewalk works within the 4.5m road right of way requires Ministry of Transportation and

¹ Ministry of Agriculture. (2009). Guide to Edge Planning: Promoting Compatibility along Urban-Agricultural Edges. http://www.agf.gov.bc.ca/resmgmt/sf/publications/823100-2_Guide_to_Edge_Planning.pdf.

Infrastructure approval. The Ministry currently has a working policy to not approve piecemeal construction of pathways.

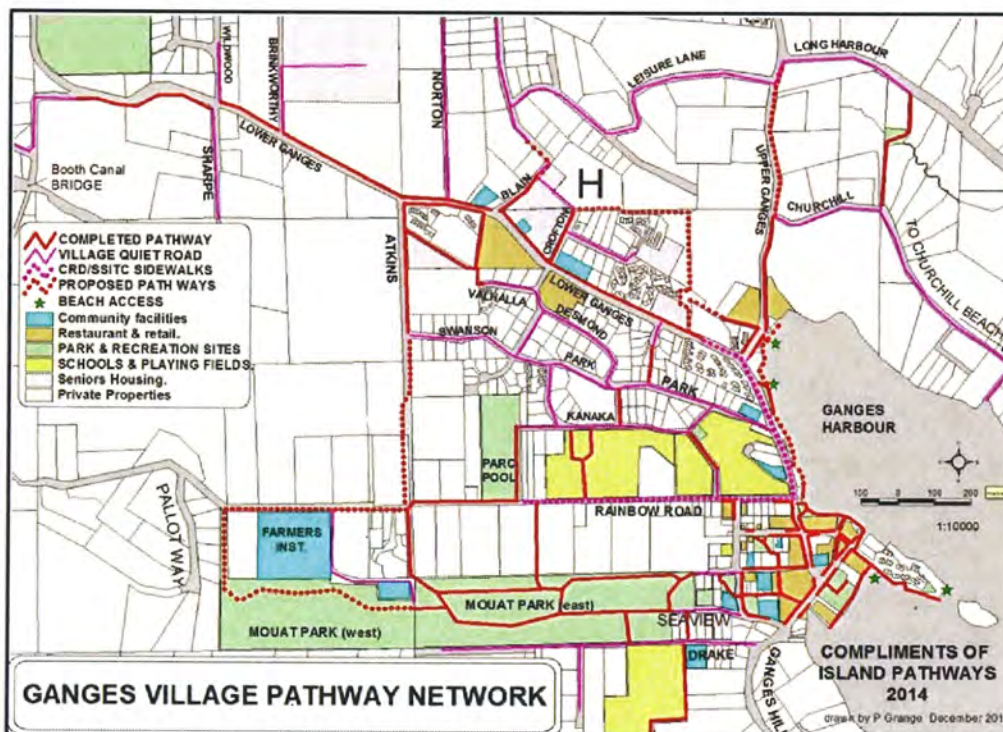


Figure 4: Ganges Village Pathway network

- Impact on industrial lands** –There are currently five properties on Salt Spring Island with C6 zoning: in addition to the other four C6 parcels in the commercial/industrial node of the subject area, there is also one other commercial/industrial strata, known as Knott Place near the intersection of Atkins and Rainbow Road. Several uses are proposed to be removed by zoning on the subject property, are also permitted in the following zones:

Permitted use	Permitted in other zones
Automobile rentals	C1, C2, C3, CD2
Light industry from uses that consume more than 1600 L per day of water to 1000 L/d	In1, In1(c), In3, In4 (no limit on water use in industrial zones)
Service, repairs and sales of vehicles and equipment	In1, In1(c), In2, In2(a), In3, In4 (indoors only)
Collection of recyclable materials	C1, C3, In1, In1(c), In2, In2(a), In3, In4, CF1, CF2
Boat building	CA1(c), In3, In4, Shoreline 1
Boat servicing and repairs	In1, In1(c), In2, In2(a), In3, In4

The 2013 Industrial Needs Assessment² recommended allowing more office space on industrially-zoned property under the goal of creating a more flexible regulatory environment (P.49). The report also recommended allowing all manners of office space on parcels zoned C6 (ibid.).

² Urbanics Consultants Ltd. (2013). Salt Spring Island Industrial Lands Needs Assessment. (<http://islandstrust.bc.ca/media/228324/SSIIndustrialLandNeedsAssessmentFinalReport.pdf>).

The Land Use Bylaw permits between 70 and 150 square meters/ (753 to 1614 ft²) of floor space to be used for a home-based business in most zones on Salt Spring Island (the higher area permitted on lots greater than 1.2 hectares). The Industrial Needs Assessment report concluded that these provisions would create a demand for larger parcels of industrial land, rather than small parcels. The elimination of some industrial uses on the subject property is not likely to be considered a loss of industrial lands as the size of the strata parcels ranges from 48 to 150 square meters (520 to 1620ft²) – smaller than what may operate legally on a residential lot. Business owners may make the choice simply work from home rather than seeking and paying for a small light industrial space (P.5).

4. **Impacts on parking** – The total floor area of the existing built form is 1990 m²/ 21415 ft². Under general commercial use, this would require 79 parking spaces. However, many of the existing uses are storage and warehousing, with parking implications dependant on number of employees. Pending LTC direction to draft a bylaw, staff would further explore associated parking provision.
5. **Impact of proposed zoning on existing character and neighbourhood** – The surrounding area is mixed commercial, industrial and residential in character. Through the Temporary Use Permit process, broader commercial uses compatible with the Commercial and Industrial Services land use designation, but not specifically permitted by zoning have been vetted over nearly a decade.
6. **Public comment** – No Community Information Meeting and no circulation to neighbourhood have been conducted to date. Pending LTC consideration of first reading to a bylaw amendment, staff would seek LTC direction to begin a public and neighbourhood notification process. The applicant has been in informal discussions with neighbours.
7. **Agricultural impacts** – Should the LTC wish to refer the application to the Agricultural Advisory Planning Commission, staff would seek their expertise on potential agricultural impacts.
8. **Climate change impacts** – Because approval of this zoning application would not result in any changes to the built form, staff do not expect any significant climate change impacts. The LTC may wish to obtain further information regarding traffic impact and the potential for the proposed changes in use to generate additional trips by private automobile. The proposed site is located on the border of the Ganges Village Containment Boundary, which may encourage walking and cycling. The lot is approximately 200m walking distance to a transit route, well below the 400m maximum recommended by best practices to encourage transit use.

STAFF COMMENTS:

Official Community Plan policy/ Trust Policy Statement compliance: The objectives of the Industrial and Commercial services designation, overall community goals and infrastructure and servicing objectives are intended to retain existing industrial lands, while ensuring compatibility with adjacent land uses, overall rural character of the island and within the ecological and infrastructure capacities of the community's natural and public resources.

Regarding Policy B.3.3.2.4 "The LTC should not make zoning changes that would result in a net loss of developable industrial land on Salt Spring Island," staff do not consider this parcel "developable." Under the inventory of existing Industrial lands of the Industrial Needs Assessment, 315 Upper Ganges Road is considered "utilized." Furthermore, although the building footprints only comprise 20 percent lot coverage (versus 75 permitted by zoning), because of associated parking and servicing requirements, the built form may be considered at maximum build out.

Amenity zoning: Local governments may make use of Section 904 Local Government Act authority rather than setting conditions of zoning approval. Upon LTC direction to draft a bylaw and pending committee and public agency feedback, staff may bring forward an amenity zoning bylaw that would enable a greater range of uses upon provision of amenities.

Recommendation: Staff consider that a new commercial variant could be compatible with surrounding land uses and have merit with respect to OCP policies. Staff would seek advice from the Advisory Planning Commissions on relevant matters, and consider some of the outstanding questions to be:

- Will the community suffer a loss with the deletion of the proposed uses?
- Does the LTC wish to obtain more information regarding groundwater impacts?
- What might be the climate change impacts?
- What might be the impacts on adjacent agricultural lands?
- Staff note that the applicant has indicated that an on-site wastewater treatment report is forthcoming.

Staff would prepare a draft bylaw report for LTC consideration in accordance with recommendations received from advisory commissions and informal staff discussions with impacted public agencies. In light of the potential for an amenity zoning proposal, staff recommend early consultation with the CRD Transportation Commission.

RECOMMENDATIONS:

THAT the Salt Spring Island Local Trust Committee **REFER** the application SS-RZ-2014.1 to the Advisory Planning Commission, the Agricultural Advisory Planning Commission and the Capital Regional District Transportation Commission (Borrowman, 315 Upper Ganges Road).

THAT the Salt Spring Island Local Trust Committee **DIRECT** staff to prepare a draft bylaw to amend the Salt Spring Island Land Use Bylaw No. 355 to rezone Section 5, Range 3 East, North Salt Spring Island, Cowichan District, Strata Plan VIS4561 from Commercial 6 to a Commercial variant (Borrowman, 315 Upper Ganges Road, SS-RZ-2014.1).

Respectfully submitted by:

Kristin Aasen, Planner 1

Date

Concurred by:

Leah Hartley, Regional Planning Manager

Date

Appendix 1: Related OCP objectives

Appendix 2: Relevant OCP policies and staff comments

Appendix 1: Related Official Community Plan Bylaw No.434 Objectives

B. LAND USE OBJECTIVES

B.2.3.1 SETTLEMENT PATTERNS OBJECTIVES

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.2.3.1.2 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.2.3.1.5 To create future settlement patterns that minimize energy and resource use.

B.5.1 General Village Land Use Objectives

B.5.1.1.1 To continue to provide an adequate supply of appropriately zoned land in compact pedestrian-oriented villages to support the community's larger commercial, institutional and cultural activities in combination with high and medium density residential use.

B.5.1.1.2 To encourage a modest scale of village development compatible with the rural character of Salt Spring Island and with the protection of the community's natural and heritage resources.

B.5.1.1.4 To promote mixed uses of village land.

B.5.1.1.5 To avoid the development of commercial strips along roads leading into island villages.

B.5.1.1.8 To support multiple modes of travel in and between villages, particularly bicycling, walking and public transit.

B.5.1.1.9 To support strategies to reduce demand for automobile use within and between the villages.

B.6.2 Agriculture Land Uses

B.6.2.1.6 To reduce the potential for conflicts between agricultural areas and those areas that have been identified for higher density settlement.

C.1 GENERAL INFRASTRUCTURE AND SERVICING OBJECTIVES

C.1.1 To accommodate a sufficient level of infrastructure that does not exceed the normal needs of the rural island community anticipated by this Plan.

C.1.2 To encourage responsible agencies to develop infrastructure that will sustain the community's natural and economic resources, reduce public costs and maximize efficiency.

C.1.3 To promote a coordinated approach to land use and servicing on Salt Spring Island.

C.1.4 To support strategies that cause the servicing needs of new development to be largely borne by the proponent, rather than by the community at large.

C.1.5 To encourage and support collaboration among agencies responsible for infrastructure services in integrated resource management and strategic planning to support the land uses anticipated by this Plan.

C.3 POTABLE WATER QUANTITY AND SUPPLY OBJECTIVES

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.

C.3.3.1.2 To preserve known groundwater recharge areas.

Appendix 2: Related OCP policies and staff comments

Industrial and Commercial Services Policies	Application compliant?	Staff comments
<p>B.3.3.2.2 Zones within the Industrial and Commercial Services Designation will continue to allow a variety of light industrial and commercial services.</p>	yes	This application is a proposal for a mix of commercial and industrial uses.
<p>B.3.3.2.4 The LTC should not make zoning changes that would result in a net loss of developable industrial land on Salt Spring Island.</p>	yes	This lot may not be considered "developable" – although it is only built to 20% lot coverage (maximum 75%), the ability to service with on-site water and septic are limiting.
<p>B.3.3.2.5 The LTC should undertake a review and inventory of existing industrially zoned land and facilities, assess existing and future projected demand for industrial land, and on the basis of this assessment, consider re-designating and rezoning land.</p>	TBD	In 2013 the LTC commissioned an Industrial Land Needs Assessment by Urbanics Consultants Ltd. (2013, on file). The report recommends creating a simpler, more flexible regulatory environment by allowing greater flexibility of permitted uses in industrial/ employment zones. Please see discussion in main body of staff report.
<p>B.3.3.2.11 The LTC should consider applications to strata-title existing buildings in the Industrial and Commercial Services Designation, to provide affordable industrial sites.</p>	yes	This property is already strata titled into 23 units
<p>B.3.3.2.12 The LTC should consider rezoning applications that would allow some light industrial uses to locate in village sites, in combination with commercial and residential uses. The Committee should only consider such applications if the proposed use would be compatible with the general objectives for villages.</p>	See below	This application is outside of Ganges village, but on the boundary. See staff comments below regarding compliances with the village policies.
<p>General Village Land Use Policies</p>		
<p>B.5.1.2.3 To protect the economic vitality of island villages, the LTC should not consider rezoning applications that would result in large new retail stores, restaurants, office complexes and multi-family developments outside Village Designations...</p>	yes	This application is not considered a new complex.

B.5.1.2.5

To retain the compact and pedestrian oriented nature and economic viability of island villages, the LTC should only consider rezoning applications that would create more commercially-zoned land in Village Designations if the following guidelines are met:

a. the proposed use is compact and not land intensive.	yes	The existing built form is limited to a small site and makes use of upper level floor area.
b. existing commercial zones are largely developed to their practical development potential and there is evidence of a community need for additional commercial land.	yes	
c. the proposed rezoning would tend to concentrate development near existing commercial, industrial, institutional or multi-family land uses.	yes	Although outside the village core, the proposed development is concentrated in an existing commercial/industrial node.
d. designs and site plans are consistent with the guidelines in Development Permit Area 1.	yes	A development permit was issued at time of building permit in accordance with the guidelines at the time.
e. the LTC has undertaken a review and inventory of existing commercially zoned land and development, assessed existing and future projected demand, and on the basis of this assessment, may consider re-designating and rezoning land for additional commercial uses.	yes	Although the scope of the above Urbanics study was limited to "industrial" lands, the report highlights that much of the industrial demand is also commercial in character. The report recommends permitting other office space on industrially-zoned lands (49).
f. the proposed development would be barrier free	yes	The existing development is largely barrier free.
g. sidewalks would be provided with any new commercial or industrial development	TBD	See discussion in main body of report under "connectivity."
B.5.1.2.9 The LTC may consider making changes to zoning to establish maximum floor area limits on commercial and industrial uses.	yes	Although this proposal does not include a maximum floor area, the existing built form and small property imposes a practical limit on development potential.

Rural Neighbourhoods policies

B.2.5.2.2	Zones within the Rural Neighbourhoods Designation will continue to allow medium density residential development and the other rural uses allowed by existing zoning. Existing commercial and industrial zones will remain, but exceptionally large new commercial or industrial developments should not be allowed in this Designation. Existing zones that allow higher densities, smaller lots and multifamily use will also remain.	n/a	The subject parcel is adjacent to a parcel with Rural Neighbourhoods designation, and across Upper Ganges Road (see Figure 4 in staff report). As such, staff have included consideration of these policies to reflect the community's expressed desire to see a separation of significant commercial development adjacent to residential-only neighbourhoods.
B.2.5.2.4	Rezoning applications could be considered to rezone commercial and industrial property to residential use at a density similar to that allowed on neighbouring properties.	n/a	Staff have included these policies for breadth of analysis because the subject properties are adjacent to the RN designation.

Transportation servicing policies

C.2.2.2.9	The LTC should consider the North Ganges Transportation Management Plan and other transportation plans developed by the Salt Spring Island Transportation Commission as guiding documents for land use and transportation planning and implementation.	TBD	The subject property is located out of the study area of the North Ganges Village Transportation Management Plan. Comments will be sought by the CRD Transportation Commission through the bylaw referral process. *
C.2.2.2.13	The LTC will support the continued development of interconnected pedestrian pathways and trail networks.	TBD	The proposal indicated that they have been in informal discussions with Island Pathways and have agreed in principal on the desirability of a perimeter pathway. As above, advice from the Transportation Commission and CRD Parks and Recreation Commission will be sought through the bylaw referral process. *
C.2.2.2.15	When considering rezoning applications, the LTC should ensure that the proposed zoning change supports the development of non-automotive transportation and public transit service.	TBD	The proposal did not include a non-automotive transportation component. The subject property is located approximately 190 metres from the nearest transit stop (best practices cite a 400m maximum walking

distance to encourage transit use). However, the Long Harbour route only provides intermittent service roughly every 1.5 hours Monday to Friday and 3 trips total on weekends. Comments from BC Transit may be sought through the bylaw referral process. *

Automobile and Bicycle Parking Policies:

C.3.2.2.2 When considering rezoning applications in village areas, the Local Trust Committee will consider the impact of the proposed change on parking demand and congestion. TBD Because parking implications vary by use, staff would explore further

Potable Water Quantity and Supply Policies:

C.3.2.2.1 When the LTC receives rezoning applications for land inside the boundaries of a community water system, it will refer the application to the operators of the affected system. They will be asked if water could be supplied to the proposed new development, considering the needs of their existing customers and the provision of water for firefighting, and any properties already zoned for further development... TBD Although the subject property is not located in a community water system, it is located adjacent to the North Salt Spring Waterworks District and near the CRD Cedar Lane Water District. The interests of the NSSWD and Cedar Lane may be determined through the bylaw referral process. *

C.3.2.2.5 The LTC will continue to cooperate with community water system operators to ensure water supply issues are considered before zoning changes are made. The Committee should also continue to assist in the development of better estimates of projected water demands and supply potential. The Committee could consider zoning changes that would limit land uses with a high water demand... TBD As above.

C.3.3.2.2 When considering rezoning applications, the LTC should consider the impacts of the proposed new use on existing wells, springs, or other water supplies. If the proposed use is expected to need more water than the uses already allowed TBD The LTC may wish to request further information pertaining to groundwater impacts in accordance with this policy.

on the property, then the Committee should ask for evidence that wells or other water supplies in the neighbourhood would not be depleted. The Committee should also consider whether water use would affect agricultural activities or deplete any springs necessary to maintain fish habitat. Should a zoning change be proposed where groundwater supplies are not adequate, the applicant could be encouraged to find other means of supplying water. Rainwater catchment or a water conservation program could be considered

Waste Management Policies:

C.4.2.2.8 The LTC should not make zoning changes that would result in a type of waste entering either an on-site disposal system or a community sewer system that could degrade downstream treatment processes... Rezoning applications for non-residential uses should be referred to the Capital Regional District for advice on this topic. yes The proposed uses do not include any of those listed in Section 4.5.3 of the Land Use Bylaw, which require additional setbacks from water courses for protection of water quality.

C.4.2.3.1 When the LTC receives rezoning applications for land without community sewer service, it should ask for evidence that the expected amount of sewage can be treated on site and effluent disposed of on-site without it reaching the surface of the land, discharging into a body of water, or contaminating a supply of potable water. TBD The applicant has indicated that a report outlining the new on-site sewage treatment system is forthcoming. Comments from Island Health (formerly VIHA) may be sought through the bylaw referral process. *

Climate Change Policies:

A.6.2.2 The LTC will consider the energy efficiency attributes and climate change adaptation and mitigation impacts in all rezoning applications that propose an increase in density or significant change of use. TBD Staff do not consider this application a significant change in use. The LTC may wish to solicit APC advice on this matter.

Agricultural polices:

B.6.2.2.18

When it considers rezoning applications for land that borders or drains into agricultural land, the LTC will ensure that zoning changes are not made in a way that would have a negative effect on farming. For example, the Committee could require that a vegetation buffer be maintained on land that is being rezoned next to farm land, if the proposed use could result in conflicts with a farming operation. The Committee should also ensure that a zoning change would not result in detrimental changes to natural drainage or pollution of water supplies. The Agricultural Advisory Committee will be asked for advice about rezoning applications on land that borders or drains into agricultural land.

TBD

Staff have recommended the LTC refer the application to the Agricultural Advisory Planning Commission for comment. According to BC Assessment, the adjacent ALR parcel is taxed as agricultural. Some vegetative buffering exists between the parcels, and is located on the subject property. The LTC and AAC should note that the parcel is up gradient from the adjacent agricultural parcel, but that the parcel contains 6 catch basins which direct stormwater into a three-stage filter before infiltrating on site.*

* Pending direction from the Local Trust Committee to draft a bylaw/ after First Reading.



Capital Regional District (CRD) **Active Transportation** **Bicycle Wayfinding Pilot Program** **Funding Application**

Introduction:

The CRD Bicycle Wayfinding Pilot Program is dedicated to advancing the goals identified in the Pedestrian and Cycling Master Plan (PCMP). A funding total of **\$60,000** is available to support municipalities and electoral areas under the PCMP Implementation Pilot Project, funded by the UBCM- Federal Gas Tax Transfer Agreement and the Capital Regional District.

The program aims to support local projects which implement the CRD Cycling Destination Wayfinding Guidelines. Examples of eligible expenses include: consulting fees (to identify destinations, define a network to be signed, identify links and decision points, and prepare a sign schedule), sign manufacturing costs, sign installation costs.

Application Process and Schedule:

Wednesday June 11, 2014 Application made available to CRD local governments via the PCMP Advisory Committee

Wednesday July 23, 2014 Application Deadline (4:30 PM)

Wednesday July 30, 2014 Funding Announcement

One (1) completed and signed application must be submitted by no later than 4:30 PM on July 22, 2014 via email to Jennifer Black at jblack@crd.bc.ca.

- Incomplete applications may not be considered, including those which arrive after 4:30 pm on July 22, 2014.
- Funding will be evenly distributed amongst all applicants who have submitted eligible applications.
- There is a total of \$60,000 available in this funding program.

Eligibility:

- This program is available to any of the thirteen (13) municipalities or three (3) electoral areas located within the Capital Region.
- Applications for projects that cross jurisdictional boundaries are welcomed; however each interested local government should submit an application to this funding program. Applicants are encouraged to partner with neighbouring municipalities to create a plan at an inter-jurisdictional scale and pool resources towards project costs.
- Successful applicants are expected to contribute a minimum of 25% towards the total project budget. This can be a combination of in-kind contribution or cash contributions.
- Projects must be completed by March 31, 2015.

- Once completed, all projects must be owned and maintained by the local government funding recipients. No funding is available for future operations, maintenance, repair or expansion of proposed projects.
- The Juan de Fuca and Southern Gulf Islands Electoral Areas are eligible for funding, but will be required to work with the Ministry of Transportation and Infrastructure, and/or neighbouring municipalities and/or other partners on a joint project to ensure that work is conducted with the permission of the governing roadway/pathway authority, and that signage will be maintained over time.

Funding will not cover the following types of expenses:

- Expenses for activities that have already taken place
- Property Acquisition;
- Equipment purchases
- Administrative costs/overhead costs: No portion of the funding can be allocated towards municipal/electoral area/regional government staff time. Staff time is not an eligible expense, but can be included as an in-kind contribution to the total project budget. The CRD will contribute in-kind time for projects occurring in the three electoral areas;
- Repair and maintenance costs for existing infrastructure; and
- Legal fees; and
- Facilities that contravene the Motor Vehicle Act.

Distribution & Accountability Measures:

- Funding Agreement: Successful recipients will be required to sign a funding contribution agreement with the CRD (see attachment).
- Cost Overruns: There is no financial assistance available for cost overruns associated with projects.
- Funding Recognition: Funding recipients will be required to provide formal recognition to the CRD and the Government of Canada.
- Contribution Schedule & Record of Expenditures: Successful recipients are expected to pay for all costs of the approved project up-front and will be reimbursed by the Capital Regional District. Payments for reimbursement will only be provided when submitted with original invoices and receipts.
- Final Report: Recipients will be required to submit a summary report within 60 days of the end of the project.

A. Applicant Details

Application Date	July 12, 2014
Local Government or Electoral Area	Salt Spring Island Electoral Area
Contact Name	Karla Campbell
Title / Position	Senior Manager
Address	145 Vesuvius Bay Road, Salt Spring Island
Postal Code	V8K 1K3
Telephone	250-537-4448
E-mail	kcampbell@crd.bc.ca

B. Project Details

Location of Project	Salt Spring Island
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Project Summary Description: Please provide an overall summary description of the project. Describe how the project meets the concepts of innovation, as defined in the *Introduction* section.

The PCMP SSI Edition identifies wayfinding signage as one of five priority focus areas for SSI. As per the PCMP, the purpose of wayfinding signage on SSI is primarily to "help users identify the best cycling routes to key destinations" and "visually cue motorists that they are driving along a bicycle route".

8. Contribution Recognition: Funding for this program is made possible by the Capital Regional District through the Government of Canada Federal Gas Tax Program. Your organization will be required to provide contribution recognition to both parties.

Please check the appropriate ways that recognition will be provided at this Project in exchange for funding.

- Media release with funding recognition and quote
- Social media outreach

9. Cooperation: The CRD encourages inter-jurisdictional partnerships to foster cooperative planning and enhance the seamlessness of the Primary Inter-Community Network. If applicable, please highlight if this application is being submitted in coordination with another local government partner.

C. Project Budget

Indicate the proposed project budget and contributions in the two tables below. The CRD will cover funding for actual costs to a maximum of no more than 75% of total project budget. All project costs will be expected to be covered up front by the successful recipient and will be reimbursed by the CRD. All invoices and receipts, regardless of funding amount, must be submitted to the CRD with financial claims.

Applicants are welcome to tailor their cost categories and contributions to reflect the nature of the Project.

ANTICIPATED EXPENSES:

CATEGORY	CASH:	IN-KIND:	TOTAL	PERCENT OF TOTAL:
2 one-panel bike map kiosks	\$ 800	\$ 1200	\$ 2000	21 %
12 signs @ \$300	\$ 3600	\$	\$ 3600	39 %
10 signs @ \$100	\$ 1000	\$	\$ 1000	11 %
volunteer labour	\$	\$ 2740	\$ 2740	29 %
Total:	\$ 5400	\$ 3940	\$ 9340	100 %

ANTICIPATED CONTRIBUTIONS:

CATEGORY	CASH:	IN-KIND:	TOTAL	PERCENT OF TOTAL:
Contribution from applicant	\$	\$ 3940	\$ 3940	42 %
Requested support from the CRD	\$ 5400	\$	\$ 5400	58 %
Total:	\$ 5400	\$ 3940	\$ 9340	100 %

D. DECLARATION:

Before submitting this application, ensure you have answered all the questions and retained a copy of this submission for your own records.

The undersigned are authorized by the named organization to make application to the CRD Active Transportation Project Funding Program. We also understand that:

- The CRD may request additional details or materials to support the information in this application.
- If successful, we will be required to sign a funding contribution agreement with the CRD.
- Any monies provided to our organization will only be used in the manner set out in this application. We understand that the CRD reserves the right to demand, at any time, the return of any monies if our Organization uses the money in a manner that, in the opinion of the CRD, is inconsistent with the objectives of this funding program or with the description of the intended use of the funds as set out in this application or should it be discovered that the undersigned made a material misrepresentation in the application.
- The CRD requires a final report and associated documentation within sixty (60) days of the Project.
- The CRD is committed to protecting the privacy and confidentiality of personal information. Personal information contained in this application is collected under the authority of the Local Government Act and is subject to the Freedom of Information and Protection of Privacy Act. The personal information will be used for purposes directly associated with this funding program. Inquiries about the collection or use of information in this form can be directed to the CRD Freedom of Information and Protection of Privacy contact:

Capital Regional District
 Manager of Risk, Insurance and FOI
 250-360-3000

Agreement and Signature – Name of Person Making Application

Name (printed)	Karla Campbell, Senior Manager, Salt Spring Island Electoral Area
Signature	
Date	

Agreement and Signature – Chief Administrative Officer or Chief Financial Officer

Name (printed)	
Signature	
Date	

Appendix A

Contribution Agreement Terms and Conditions

For reference only - to be completed by recipients upon announcement of funding approval



Making a difference...together

Bicycle Wayfinding Pilot Program

Contribution Agreement - Terms and Conditions

The Purpose of these Terms and Condition is to provide basic information on the administration of the Bicycle Wayfinding Pilot Program Funding under the CRD-UBCM Pedestrian and Cycling Master Plan Implementation Pilot Project under the Federal Gas Tax Agreement.

Approved Applicant Name _____

Approved Project Name _____

Approved Funding Date _____

Approved Funding Amount _____

Definitions:

- Approved Applicant** The approved applicant is a municipality or electoral area in the Capital Region that has been approved by the CRD for purposes of the Bicycle Wayfinding Pilot Program Funding Program.
- Approved Project** Is the activity described in the application and approved by the CRD.
- Approved Partner(s)** Are organizations that directly contribute in-kind or cash contributions towards the successful completion of the project and which are identified in the application.
- Cash Expenditures** Are direct costs properly and reasonably incurred and paid for with money by the approved applicant for the development or implementation of the approved project.
- In Kind Expenditures** Are the use of resources of the approved applicant or approved partner for the development or implementation of the approved project.

Overall Terms:

1. The funding is to be used solely by the above named approved applicant for the purpose of the above named approved project towards expenses itemized in the budget that was approved as part of the funding application. The CRD reserves the right to demand, at any time, the return of any monies if approved applicant uses the money in a manner that, in the opinion of the CRD, is inconsistent with the objectives of the funding program or with the description of the intended use of the funds as set out in this applications or should it be discovered that the undersigned made a material misrepresentation in the application
2. All activities under this program must be completed by March 31, 2015.
3. A Final Report, including outcomes, indicators, and budget expenditures, is required to be submitted to the Capital Regional District within 60 days of project end date.

4. The Recipient will indemnify and save harmless Canada, the UBCM, and the CRD, their officers, servants, employees or agents from and against all claims and demands, losses, costs, damages, actions, suits or other proceedings by whomsoever brought or prosecuted in any manner based upon, or occasioned by, any injury to persons, damage to or loss or destruction of property, economic loss or infringement of rights caused by or arising directly or indirectly from:
 - a. A Project funded under these Terms and Conditions;
 - b. The breach of any of these Terms and Conditions by the Recipient, its officers, employees, and agents, or by a Third Party and any of its officer, employees, servants or agents;
 - c. The design, construction, operation, or repair of any equipment associated with the Project; and
 - d. Any omission or other willful or negligent act of the Recipient or Third Party and their respective employees, officers, servants or agents; except to the extent to which such claims and demands, losses, costs, damages, actions, suits or other proceedings relate to an act of negligence of an officer, employee or agent of Canada, UBCM, or CRD in the performance of his or her duties.

Eligible and Ineligible Expenses:

Eligible costs, including cash and in-kind expenditures, are direct costs properly and reasonably incurred by the approved applicant in the development or implementation of the approved project. Funding will not cover the following types of expenses:

- Expenses for activities that have already taken place
- Property Acquisition;
- Equipment purchases
- Administrative costs/overhead costs: No portion of the funding can be allocated towards municipal/electoral area/regional government staff time. Staff time, including but not limited to project management, design work, approvals, product acquisition, financial tracking, and reporting is not an eligible expense, but can be included as an in-kind contribution to the total project budget. The CRD will contribute in-kind time for projects occurring in the three electoral areas;
- Repair and maintenance costs for existing infrastructure;
- Costs of feasibility and planning studies for individual eligible projects;
- Legal fees; and
- Facilities that contravene the Motor Vehicle Act.

All costs must be accurately outlined in the detailed budget submitted by the approved applicant as a part of the application process. Requests to significantly alter or change the budget must be made to the CRD, in writing, by the approved applicant.

Post-Approval Terms:

Notice of Approval: Successful recipients are expected to pay for all costs of the approved project up-front and will be reimbursed by the Capital Regional District. Payments for reimbursement will only be provided when submitted with original invoices and receipts upon satisfactory completion of the Final Event Report & Record of Expenditures.

Applicant Responsibilities: Bicycle Wayfinding Pilot Program funds are awarded to CRD-approved applicants. When collaborative projects are undertaken, the approved applicant

remains the primary organization responsible for this funding. Due to this, the approved applicant is the primary contact for the CRD and is responsible for:

- Ensuring that approved activities are undertaken as outlined in the approved application and within the required timeline;
- Providing proper fiscal management of the funds and approved project; and
- Submitting final report, using CRD forms, as required by the Funding Application.

Accounting Records: Accounting records must be kept for all aspects of the approved project. All records must clearly disclose the nature and amounts of cash and in-kind expenditures as well as actual incomes received during the development or implementation of the approved project. Financial summaries are required to be submitted as a part of the final report and must be signed by an official representative of the approved applicant. Associated copies of receipts, invoices and/or relevant invoices to support claims will be required.

Changes to or Cancellation of Approved Project: Approved applicants need to advise the CRD, in writing, of any significant variation from the approved project as described in the approved application, including any major changes to:

- Project purpose, goals, or outcomes
- Project partners
- Start or end dates
- Cash and in-kind expenses

The CRD's approval may be required in advance for such changes.

Reporting Requirements: Approved applicants are required to submit a final report, including summary of outcomes and indicators, as outlined in the Funding Application. The CRD will provide the final report template to approved applicants.

Extensions and Outstanding Reports: In order for an approved project to continue past the approved end date or for a final report to be submitted beyond 60 days after completion, approved applicants must contact the CRD to request an extension. The CRD may grant an extension for reasonable circumstances.

Recognition of Funding: As identified in the Funding Application, all approved applicants must provide recognition to the CRD and/or the Government of Canada. The CRD will work with your organization to ensure appropriate recognition is provided. In the case of funding contributions of more than \$5,000, both parties must be recognized.

Name of Approved
Applicant Signing
Authority

Signed

Date

Witness Signature

Witness Name

Type A signs
Locations/Captions

Location 1 - Fulford Ganges/Beaver Point : Beaver Point westbound (WB)

Ganges
via quiet route



Location 9 - Cusheon Lake/Beddis : Cusheon Lake EB

Ganges



Location 10 - Beddis/Cusheon Lake : Beddis EB

Fulford



Location 12 - Beddis/Fulford Ganges : Fulford Ganges SB

Fulford
via quiet route



Type B signs
Locations/Captions



Location 2 - Beaver Point/Fulford Ganges : Beaver Point WB

Destination I



Fulford Ferry



Destination II

Ganges

Location 3 - Stewart/Beaver Point : Stewart SB

Destination I



Ruckle Park



Destination II

Fulford Ferry

Location 4 - Beaver Point/Stewart : Beaver Point WB

Destination I



Fulford Ferry

Destination II

Ganges



Location 5 – Stewart/Beaver Point : Beaver Point EB

Destination I



Ganges

Destination II



Ruckle Park

Location 6 - Stewart/Cusheon Lake : Stewart NB

Destination I



Ganges

Destination II



Cusheon Lake

Location 7 - Cusheon Lake/Stewart : Cusheon Lake WB

Destination I



Fulford

Destination II



Cusheon Lake

Location 8 - Cusheon Lake/Beddis : Cusheon Lake EB

Destination I



Ganges

Type C signs (most with arrow added)
Locations on Existing MoT directional signs



Beddis/Fulford Ganges

- Beddis WB
- Note that existing MoT directional arrow for Ganges is incorrect and should indicate a right-turn rather than 'straight-ahead'

LGR/UGR

- LGR at T junction

Central

- LGR WB
- Vesuvius Bay Rd EB
- UGR WB
- North End Road SB

UGR/Robinson

- UGR EB

UGR/Long Harbour

- UGR NB
- UGR EB
- Long Harbour WB

“Share the Road” signs

South of Embe Bakery on either side of FGR

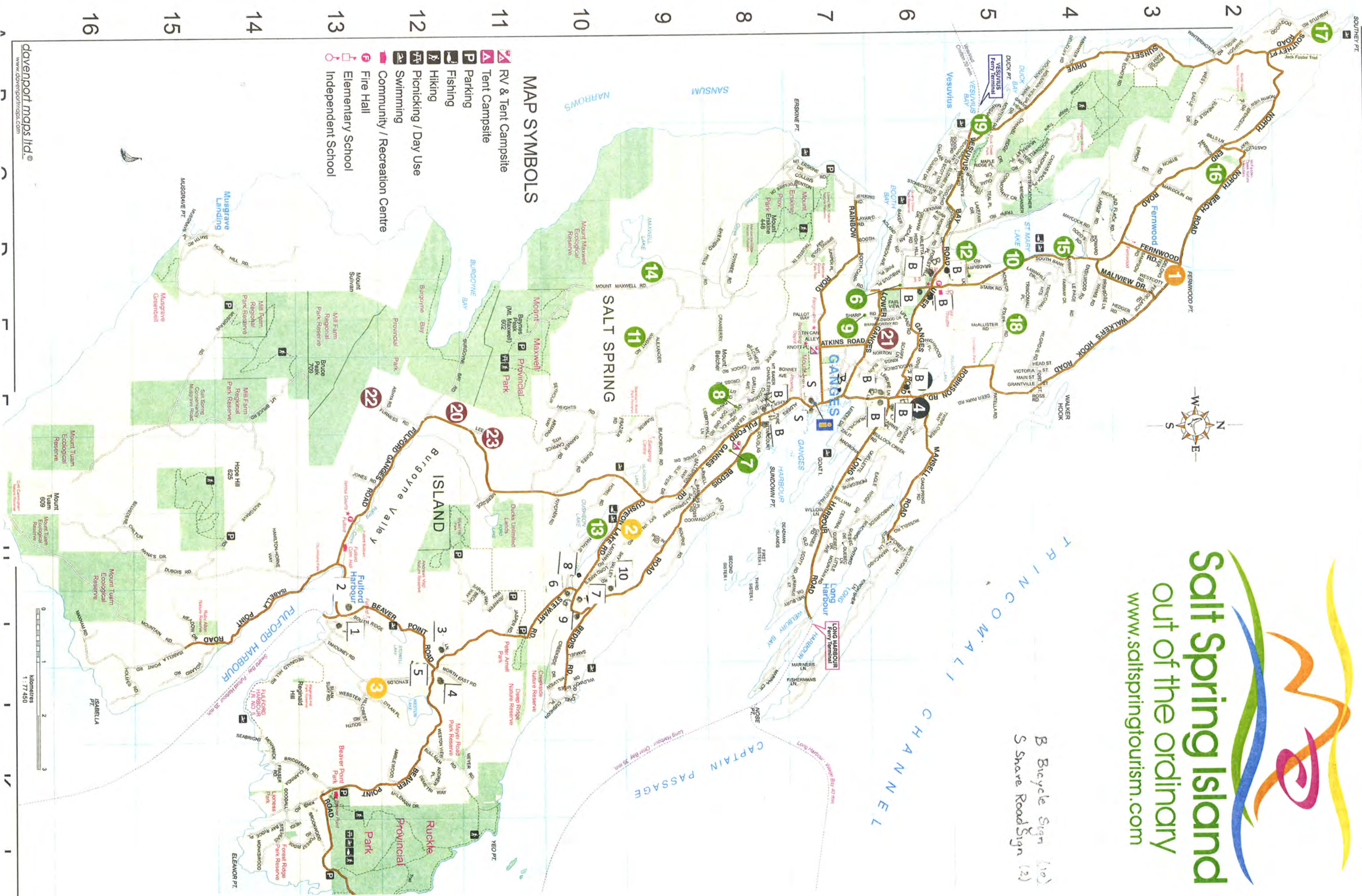
- Two “Share the Road” signs recommended, one SB and one NB

A B C D E F G H I J K L



Salt Spring Island
 out of the ordinary
www.saltspringtourism.com

B Bicycle Sign (10)
 S Shore Road Sign (2)



280 RAINBOW ROAD
SALT SPRING

17th June 2014

RECEIVED JUN 17 2014

Salt Spring Island Transportation Commission
Agenda July 22, 2014

Item 7.5

TO THE TRANSPORTATION COMMISSION,
LAST YEAR PARTNERS IN PATHWAYS UNDER
THE GUIDANCE OF THE TRANSPORTATION COMMISSION
PUT A PATHWAY ALONG RAINBOW ROAD FROM
THE SWIMMING POOL TO ATKINS ROAD.

IT IS URGENT THAT THE DAMAGE TO THE
PROPERTY OWNERS IS REPAIRED BEFORE
UNDERTAKING ANY NEW VENTURE.

THE BIGGEST CURRENT PROBLEM IS NOISE
POLLUTION. IN FRONT OF THE PROPERTY AT
280 RAINBOW ROAD, A BACKHOE EXCAVATED
THE BERM WHICH ACTED AS A SOUND BARRIER
SOMETHING THAT NO-ONE REALIZED AT THE
TIME. BUT NOW IT IS IMPOSSIBLE TO STAY
AT THE HOUSE OR ON THE PROPERTY BECAUSE
THE TRAFFIC NOISE HAS BECOME UNBEARABLE
I HAVE ENCLOSED SOME DOCUMENTATION AS
TO THE EFFECTS, AND SOLUTIONS, OF NOISE
POLLUTION.

ACCORDING TO THE ARTICLES THERE ARE THREE SOLUTIONS:

1. PUT A BERM BETWEEN THE PROPERTY AND ROAD
2. REDUCE TRAFFIC SPEED TO 30 KM.
3. BUILD A WALL BETWEEN THE PROPERTY AND THE ROAD.

MEANWHILE, I MYSELF HAVE ALREADY SUGGESTED A TRAFFIC CALMING CONCRETE BOULIARD.

THERE ARE SEVERAL OTHER PROBLEMS TO BE RESOLVED REGARDING THIS PATHWAY BUT I URGE YOU TO ATTEND TO THIS IMMEDIATELY.

Jagmaline Roussin

ENCLOSED ARE PICTURES REGARDING THE FLOODING WHICH HAS ALSO NOT BEEN ADDRESSED.

3.2. CAUSES OF HIGHWAY TRAFFIC NOISE

Obviously, noise produced by a highway source is not produced directly by the highway itself, but rather by the individual vehicles using the highway. The principal noise sources of highway vehicles are the engine, the exhaust system, and the tires. Mechanical and aerodynamic noise sources are also present, but generally overshadow the principal noise sources identified above. Generally speaking, exhaust noise is typically controlled by vehicle mufflers, assuming that they are used and functioning properly. Engine noise, as well as most mechanical noise sources can only be controlled by vehicle manufacturers and by proper maintenance, factors that are typically beyond the control of ODOT and FHWA. Tire noise is generated by the interaction between each vehicle's tires with the roadway surface. Currently, considerable research is ongoing related to noise levels associated with the tire/pavement interaction. Pavement type and texture is one factor that is within the control of ODOT and FHWA, and will be explored throughout the next sections of this report.

When considering the total noise produced by vehicles on a given roadway, engine and exhaust noise are usually louder than tire noise at vehicle speeds under 30 miles per hour (mph). At speeds greater than 30 mph, tire noise often becomes the dominant noise source from individual vehicles. Applying this rationale, highways and other arterial roadways are typically dominated by tire noise, while local roadways are typically dominated by engine and exhaust noise.

The overall noise level generated by a highway system depends on some additional factors, including the number of vehicles using the roadway, the speeds of the vehicles using the roadway, and the types of vehicles using the roadway. Generally, the loudness of traffic noise is increased by heavier traffic volume, higher speeds, and greater numbers of medium and heavy trucks. There are also many environmental and geographic factors that can influence the actual noise level at a given location adjacent to a roadway corridor. Any condition, such as steep roadway grades, that causes heavy laboring of motor vehicle engines will also increase traffic noise levels at a given location.

Figure 2 provides some general information related to how operational factors such as vehicle volume, speed, and composition can affect noise levels at a given location. As shown, a 10-fold increase in vehicle volume equates to a noise level increase of approximately 10 dBA, or a perceptible doubling in volume. Similarly, FHWA estimates that an increase in speed from 30 to 65 mph would also equate to a noise level increase of approximately 10 dBA, or a perceptible doubling in noise level (or volume). Related to the affects of vehicle composition, as shown in **Figure 2**, one heavy truck at 55 mph contains about the same acoustic energy as approximately 28 cars at that same speed. Given this comparison it is clear that composition of traffic (i.e., the percentages of heavy truck volumes) can have as much (or more) of an effect on final noise levels than volume or speed of traffic.



2000 Vehicles per hour sound twice as loud as

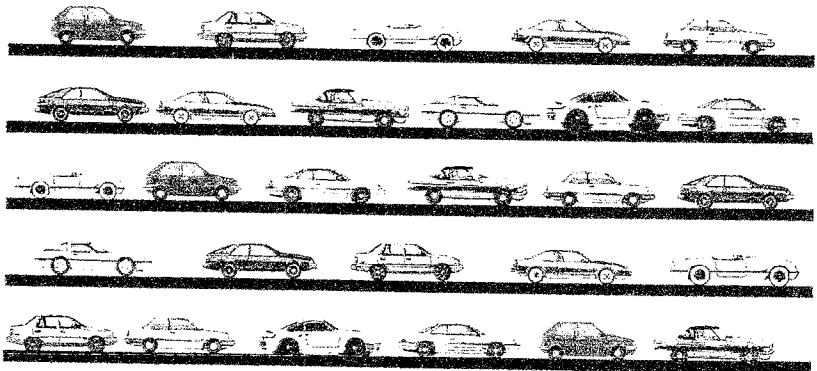


200 Vehicles per hour

Source: *Making Sound Decisions About Highway Noise Abatement*, Pennsylvania Department of Transportation, 1999

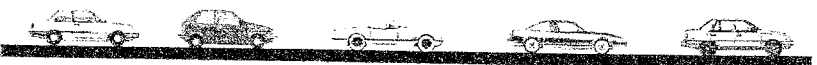


One truck at 55 miles per hour sounds as loud as:



28 cars at 55 miles per hour

Source: *Making Sound Decisions About Highway Noise Abatement*, Pennsylvania Department of Transportation, 1999



Traffic at 65 miles per hour sounds twice as loud as:



Traffic at 30 miles per hour

Source: *Making Sound Decisions About Highway Noise Abatement*, Pennsylvania Department of Transportation, 1999

Sound propagation is another factor that should be discussed. The travel (or propagation) of traffic noise depends mainly on three factors: Atmospheric effects, ground effects, and spreading effects. Atmospheric conditions are constantly changing, and these conditions can continually affect how sound propagates from source to receiver. Considerable research is currently ongoing related to atmospheric effects on sound propagation. Generally, atmospheric effects are of greater concern when considering propagation over greater distances, with less impact to propagation directly adjacent to roadway corridors. While atmospheric effects can influence actual noise levels at a given location (and can change those levels from day to day), this factor is not currently considered overly significant at locations directly adjacent to a given roadway. These factors are also beyond the control of ODOT/FHWA, and generally outside of the scope of this study.

Ground conditions can also affect sound propagation. Sound will travel further over "hard", reflective surfaces than over "soft" surfaces covered by vegetation. This is generally due to sound absorption and scattering which occurs when sound travels over absorptive surfaces such as grassy fields or wooded areas. Finally, sound propagation is also affected by "spreading" effects, which diminish sound at a constant rate as the sound travels away from the source. Sound from a line-source (such as a highway) decreases at a rate of approximately 3 dBA per doubling of distance, when no other factors such as absorption are considered. Given this theory, noise levels of 65 dBA at 100 feet from the roadway would drop to 62 dBA at 200 feet (a doubling of distance); to 59 dBA at 400 feet (another doubling of distance); and to 56 dBA at 800 feet (another doubling of distance).

Other geographic factors can help to reduce noise levels at a given location. The presence of intervening terrain (or roadway cut-slopes) can shield the receiver from the source and ultimately reduce noise levels, when compared to areas with clear lines-of-sight to that same roadway. Based on a combination of all of the factors discussed above, as a person moves further away from a given roadway, traffic noise levels are typically reduced by distance, terrain, vegetation, and "shielding" provided by natural and manmade objects.

3.3. EFFECTS OF HIGHWAY TRAFFIC NOISE

Federal and state participation in highway noise studies is driven out of concern for the safety, health and welfare of people who are exposed to highway noise, including those who live, work, go to school, worship, or participate in active or passive recreation activities adjacent to highway corridors. Perhaps one of the most obvious concerns and one often questioned by the public, is the potential for physical hearing damage resulting from continued exposure to highway noise. Fortunately, transportation-related noise levels experienced along highway corridors are typically well below thresholds necessary to produce hearing damage [1]. Other effects of noise exposure include interference with certain activities, including sleeping, relaxation, conversation, study, or recreation activities [3]. Most of the effects of highway traffic noise can be classified as an annoyance or inconvenience; however, impacts associated with highway noise have also been blamed for depreciating property values and impacting the general quality of life adjacent to highway corridors.

Less obvious, but documented, is research suggesting the stress effects of noise. There is ample evidence that noise can cause stress, and thus may be a contributor to stress-related diseases, including anxiety and heart disease [1]. Given these social, personal, financial, and health concerns, FHWA and ODOT actively participate in a program to evaluate and mitigate for noise impacts associated with transportation improvement projects.

Health

Human

Noise pollution affects both health and behavior. Unwanted sound (noise) can damage psychological health. Noise pollution can cause trouble, hypertension, high stress levels, tinnitus, hearing loss, sleep disturbances, and other harmful effects.^{[5][6][7][8]} Furthermore, stress and hypertension are the leading causes to health problems.^{[6][9]}

Sound becomes unwanted when it either interferes with normal activities such as sleeping, conversation, or disrupts or diminishes one's quality of life.^[10]

Chronic exposure to noise may cause noise-induced hearing loss. Older males exposed to significant occupational noise demonstrate more significantly reduced hearing sensitivity than their non-exposed peers, though differences in hearing sensitivity decrease with time and the two groups are indistinguishable by age 79.^[11] A comparison of Maaban tribesmen, who were insignificantly exposed to transportation or industrial noise, to a typical U.S. population showed that chronic exposure to moderately high levels of environmental noise contributes to hearing loss.^[5]

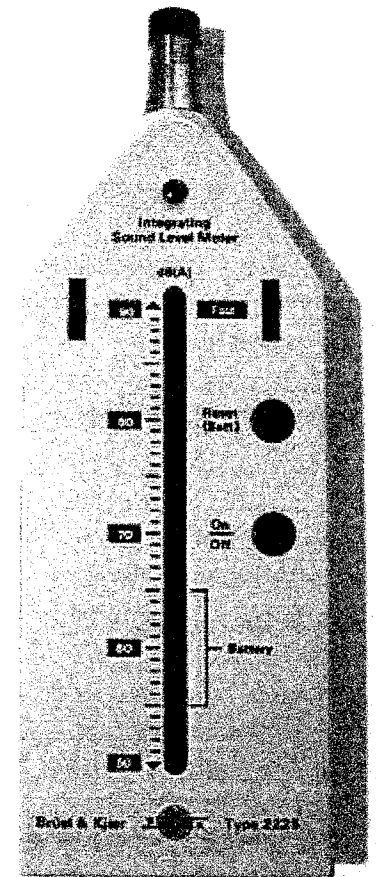
High noise levels can contribute to cardiovascular effects and exposure to moderately high levels during a single eight-hour period causes a statistical rise in blood pressure of five to ten points and an increase in stress,^[5] and vasoconstriction leading to the increased blood pressure noted above, as well as to increased incidence of coronary artery disease.

Noise pollution also is a cause of annoyance. A 2005 study by Spanish researchers found that in urban areas households are willing to pay approximately four Euros per decibel per year for noise reduction.^[12]

Wildlife

Noise can have a detrimental effect on wild animals, increasing the risk of death by changing the delicate balance in predator or prey detection and avoidance, and interfering the use of the sounds in communication, especially in relation to reproduction and in navigation. Acoustic overexposure can lead to temporary or permanent loss of hearing.

An impact of noise on wild animal life is the reduction of usable habitat that noisy areas may cause, which in the case of endangered species may be part of the path to extinction. Noise pollution has caused the death of



A sound level meter, a basic tool in measuring sound.

certain species of whales that beached themselves after being exposed to the loud sound of military sonar,^[13] (see also Marine mammals and sonar).

Noise also makes species communicate more loudly, which is called Lombard vocal response.^[14] Scientists and researchers have conducted experiments that show whales' song length is longer when submarine-detectors are on.^[15] If creatures do not "speak" loudly enough, their voice will be masked by anthropogenic sounds. These unheard voices might be warnings, finding of prey, or preparations of net-bubbling. When one species begins speaking more loudly, it will mask other species' voice, causing the whole ecosystem eventually to speak more loudly.

Marine invertebrates, such as crabs (*Carcinus maenas*), have also been shown to be impacted by ship noise.^{[16][17]} Larger crabs were noted to be impacted more by the sounds than smaller crabs. Repeated exposure to the sounds did lead to acclimatization.^[17]

European Robins living in urban environments are more likely to sing at night in places with high levels of noise pollution during the day, suggesting that they sing at night because it is quieter, and their message can propagate through the environment more clearly.^[18] The same study showed that daytime noise was a stronger predictor of nocturnal singing than night-time light pollution, to which the phenomenon often is attributed.

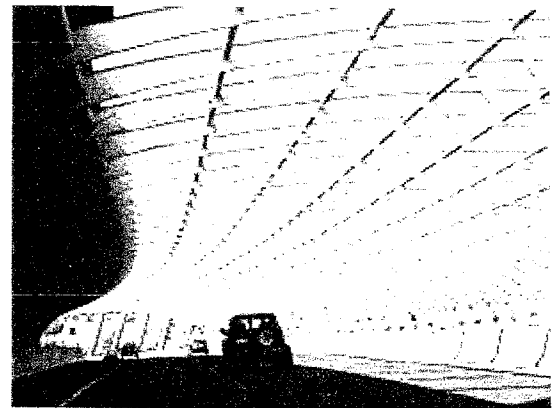
Zebra finches become less faithful to their partners when exposed to traffic noise. This could alter a population's evolutionary trajectory by selecting traits, sapping resources normally devoted to other activities and thus leading to profound genetic and evolutionary consequences.^[19]

Noise mitigation

Roadway noise can be reduced by the use of noise barriers, limitation of vehicle speeds, alteration of roadway surface texture, limitation of heavy vehicles, use of traffic controls that smooth vehicle flow to reduce braking and acceleration, and tire design. An important factor in applying these strategies is a computer model for roadway noise, that is capable of addressing local topography, meteorology, traffic operations, and hypothetical mitigation. Costs of building-in mitigation can be modest, provided these solutions are sought in the planning stage of a roadway project.

Aircraft noise can be reduced by using quieter jet engines. Altering flight paths and time of day runway has benefitted residents near airports.

Industrial noise has been addressed since the 1930s via redesign of industrial equipment, shock mounted assemblies and physical barriers in the workplace.



The *sound tube* in Melbourne, Australia is designed to reduce roadway noise without distracting from the area's aesthetics

Legal status

Up until the 1970s governments viewed noise as a "nuisance" rather than an environmental problem. In the United States, there are federal standards for highway and aircraft noise; states and local governments typically have very specific statutes on building codes, urban planning, and roadway development.

Noise laws and ordinances vary widely among municipalities and indeed do not even exist in some cities. An ordinance may contain a general prohibition against making noise that is a nuisance, or it may set out specific guidelines for the level of noise allowable at certain times of the day and for certain activities.

The Environmental Protection Agency retains authority to investigate and study noise and its effect, disseminate information to the public regarding noise pollution and its adverse health effects, respond to inquiries on matters related to noise, and evaluate the effectiveness of existing regulations for protecting the public health and welfare, pursuant to the Noise Control Act of 1972 and the Quiet Communities Act of 1978.^[20]

Portland, Oregon instituted the first comprehensive noise code in 1975 with funding from the EPA (Environmental Protection Agency) and HUD (Housing and Urban Development). The Portland Noise Code includes potential fines of up to \$5000 per infraction and is the basis for other major U.S. and Canadian city noise ordinances.^[21]

Many conflicts over noise pollution are handled by negotiation between the emitter and the receiver. Escalation procedures vary by country, and may include action in conjunction with local authorities, in particular the police.

Internationally

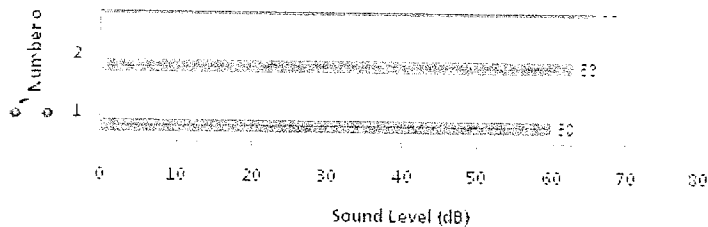
Impact in the United Kingdom

Figures compiled by Rockwool, the mineral wool insulation manufacturer, based on responses from local authorities to a Freedom of Information Act (FOI) request reveal in the period April 2008 – 2009 UK councils received 315,838 complaints about noise pollution from private residences. This resulted in environmental health officers across the UK serving 8,069 noise abatement notices, or citations under the terms of the Anti-Social Behaviour (Scotland) Act. In the last 12 months, 524 confiscations of equipment have been authorized involving the removal of powerful speakers, stereos and televisions. Westminster City Council has received more complaints per head of population than any other district in the UK with 9,814 grievances about noise, which equates to 42.32 complaints per thousand residents. Eight of the top 10 councils ranked by complaints per 1,000 residents are located in London.^[22]

India



A man wears ear muffs for protection against noise pollution, 1973.



- The average person can just begin to perceive a change in noise level when there is an increase of at least 3 decibels.
- In each instance in the chart above, it is shown that for an increase of 3 dBA in the overall noise level to occur, the number of vehicles must be doubled (that is increased by 100%).
- This doubling must occur regardless of the actual volume of traffic. For example, if a highway carrying 5,000 vehicles per hour produces an overall noise level of 80 dBA, the traffic volume must increase to 10,000 vehicles per hour for the overall noise level to increase by 3 to 83 dBA.

In conclusion, as the total number of vehicles on a roadway increases, it requires more and more additional vehicles to cause a noticeable change in the overall noise level. This condition is often manifested in the results of noise impact studies for projects to widen existing highways, especially those with already substantial traffic volumes.

Source: SHA Travel Forecasting

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REDUCING TRAFFIC NOISE IMPACTS

The State Highway Administration (SHA) aims to help reduce noise levels for communities through:

1. Land Use Control

Sometimes, concerns about highway traffic noise come from occupants of new homes built adjacent to an existing highway. Many of these highways were originally constructed through undeveloped lands. Prudent land use control can help to prevent many future traffic noise problems in these areas.

The SHA will work with local jurisdiction throughout Maryland to develop policies to regulate land use planning and control through legislative statutes that control the building of noise sensitive receptors like homes, offices, and churches adjacent to existing highways.

2. Highway Planning and Design

Early in the planning stages of most highway improvements, the SHA performs a noise study. The purpose of this study is to determine if the project will create any noise problems. First, the existing noise levels of a highway are measured or computed by models. Then, there is a prediction of future noise levels if the project is constructed. If the predicted noise levels are above State noise criteria, the State considers measures that can be taken to lessen these adverse noise impacts.

Most times, sound barriers are used as a noise abatement measure.

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SOUND BARRIERS

A sound barrier is a solid obstruction built between the highway and the homes along the highway to help reduce the overall loudness of highway traffic noise. These barriers can be constructed from earth mounds or berms, concrete, masonry, wood, metal, and other materials. The material used is based on aesthetics, durability, maintenance, cost, and the desires of the public.

Sound barriers:

- considerably reduce noise levels for people living next to highways.
- can reduce the loudness of traffic by as much as half.
- do not totally block all traffic noise.
- are most effective within 200 feet of a highway.
- can be effective, regardless of the material used.

MARYLAND SOUND BARRIER PROGRAMS

The Maryland Department of Transportation, State Highway Administration (SHA) [Sound Barrier Policy](#) provides guidance for the evaluation of traffic noise effects and noise abatement opportunities for communities adjacent to state highways. This policy was adopted with the approval of the Federal Highway Administration (FHWA) as meeting the intent of the provisions of the Federal Regulations (23 CFR 772) which require states to adopt their own policies on the abatement of highway traffic noise. The Maryland State Highway Administration's policy is applicable to projects funded with Federal and/or State funds, and projects funded by third parties intended to be accepted by the State for maintenance and functional or aesthetic enhancements.

In the state of Maryland, sound barriers are evaluated in two separate categories:

- [Type I Program](#)

Sound barrier construction is considered when a new highway is being constructed or an existing state-maintained highway is expanded.

• **Type II Program**

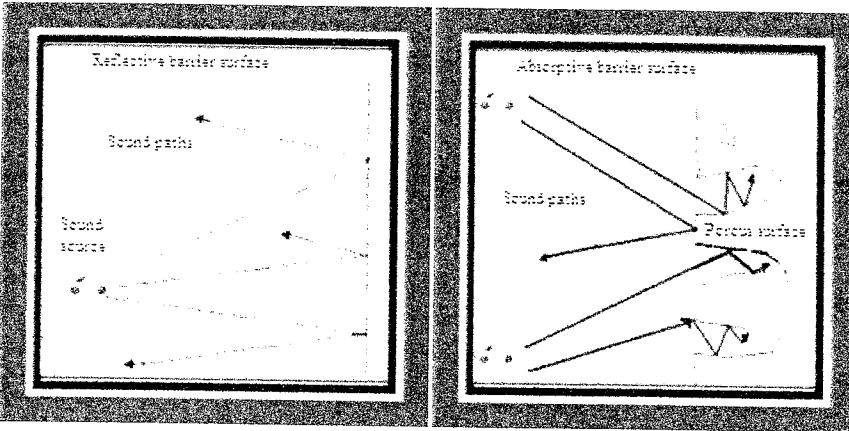
This is a voluntary program under which sound barrier construction is considered for existing highways not being expanded where the majority of the impacted development was built prior to the original construction, or approval of the highway.

A program to implement Type II projects is an optional decision by the State, as the development and implementation of Type II projects are not mandatory requirements of Federal law or regulation.

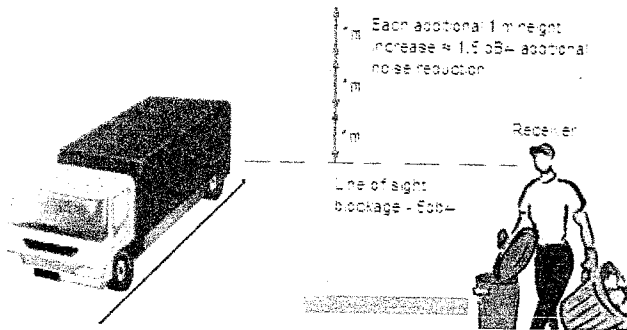
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HOW DOES A SOUND BARRIER WORK?

Sound barriers reduce the noise which enters a community from a highway by absorbing, reflecting, or forcing the sound to take a longer path over and around the barrier. Sound is energy that decreases in intensity as it travels away from its point of origin. Sound waves travel out in all directions from vehicles on the roadways. When the sound waves encounter an obstacle or barrier, some of the sound will bounce off the barrier's surface (reflective surface). If the surface is porous, where there are small cavities or holes that extend into the interior of the barrier material, a portion of the sound waves will travel inside the cavities when they reach the surface. The waves will bounce around and eventually expend all their energy. This process is called absorption.



A noise barrier can achieve a 5 decibel (dBA) noise level reduction, when it is tall enough to break the line-of-sight from the highway to the home or receiver. After it breaks the line-of-sight, it can achieve approximately 1.5 decibels of additional noise level reduction for each meter (appr. 3 feet) of barrier height. To effectively reduce the noise coming around its ends, a barrier should be at least eight times as long as the distance from the home or receiver to the barrier.



Source: FHWA Website

Maryland SHA determines the height of proposed barriers using acoustic profiles (noise measurement equipment is used to collect noise data in such a way that it can be displayed, mapped, and then worked with) so that a 7 to 10 decibel noise level reduction can be achieved. There are no standard barrier heights since each project site has different topography that needs to be accounted for.

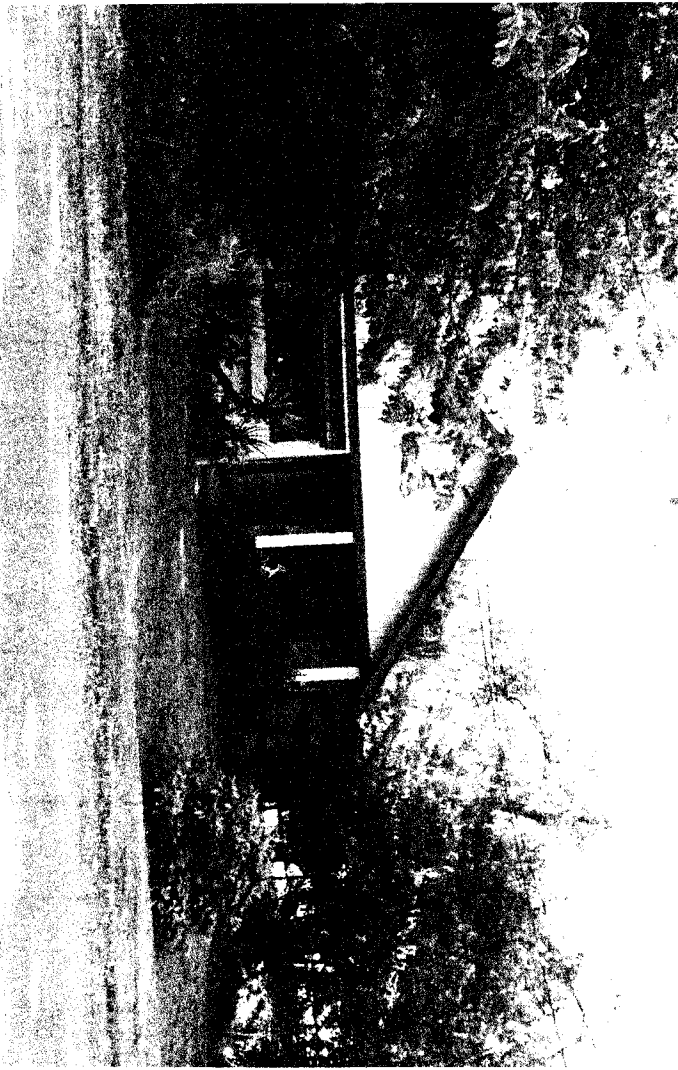
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WHEN A SOUND BARRIER IS NOT THE ANSWER

Sound barriers do have limitations and are not always an effective noise abatement method. To determine if the construction of a sound barrier will provide a reasonable noise level reduction, both the distance of the impacted community from the roadway and the topography of the area are considered.

Role of Distance

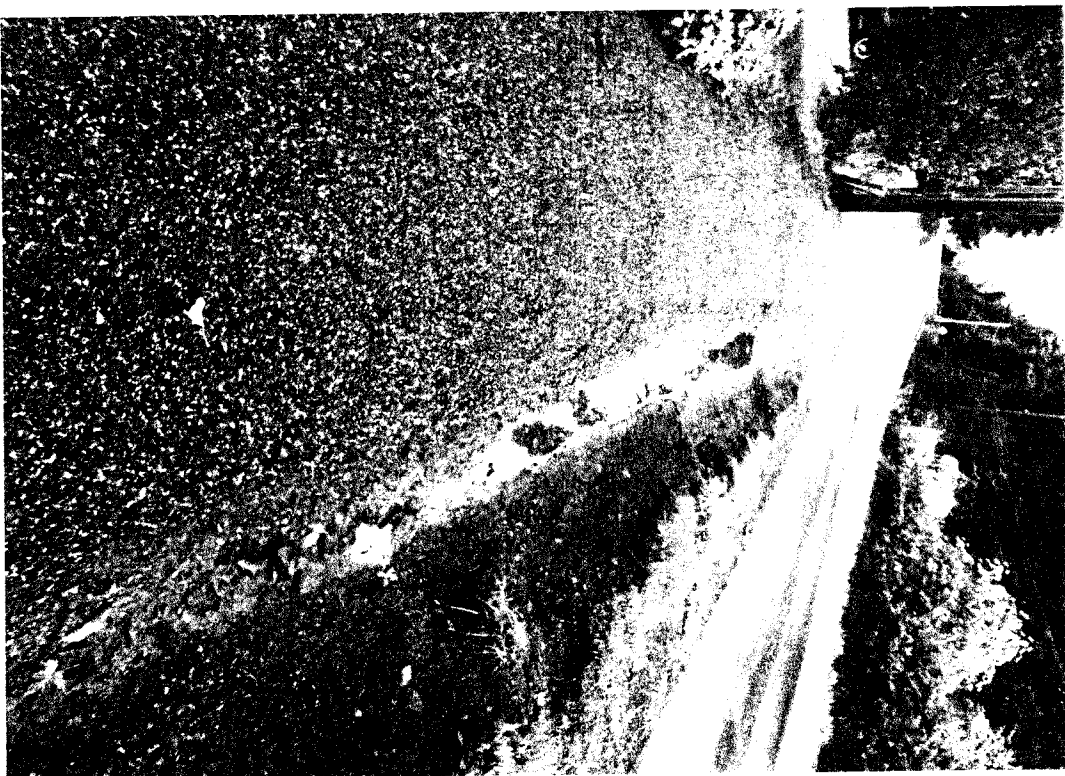
Typically, the primary impacted residences (which we also refer to as first row residences) are within 100 to 200 feet of the roadway. Second row residences, which are also quite often impacted, are



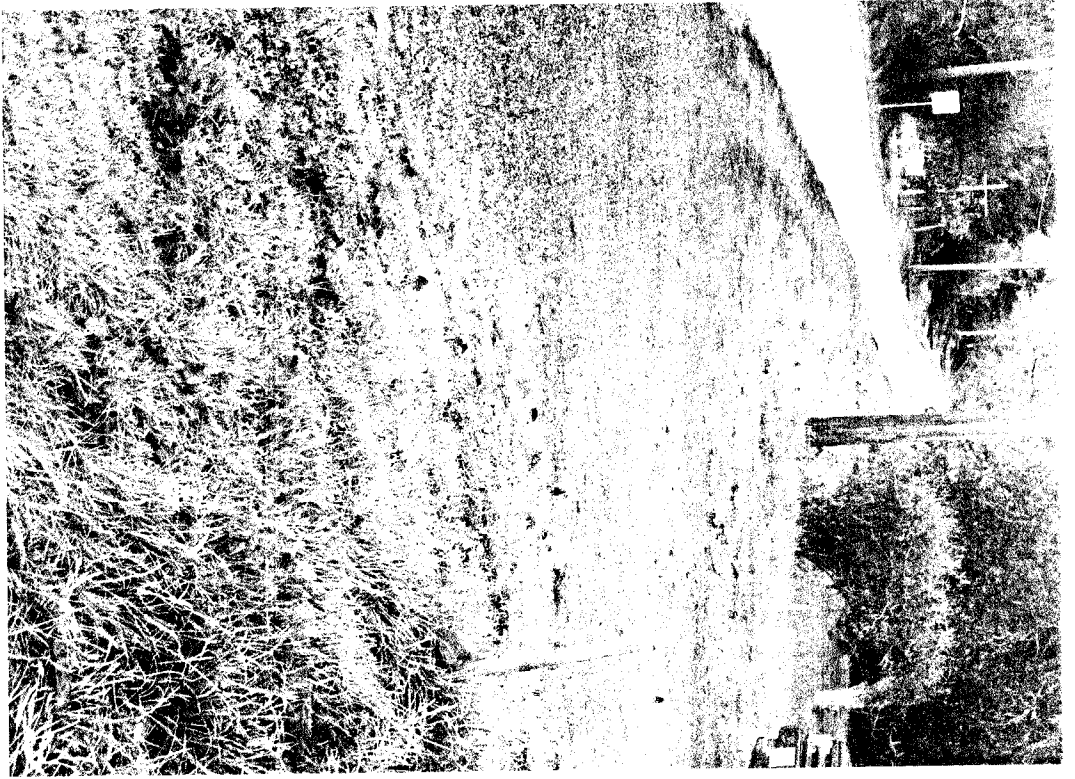
gravel and raised land protected
house from flooding



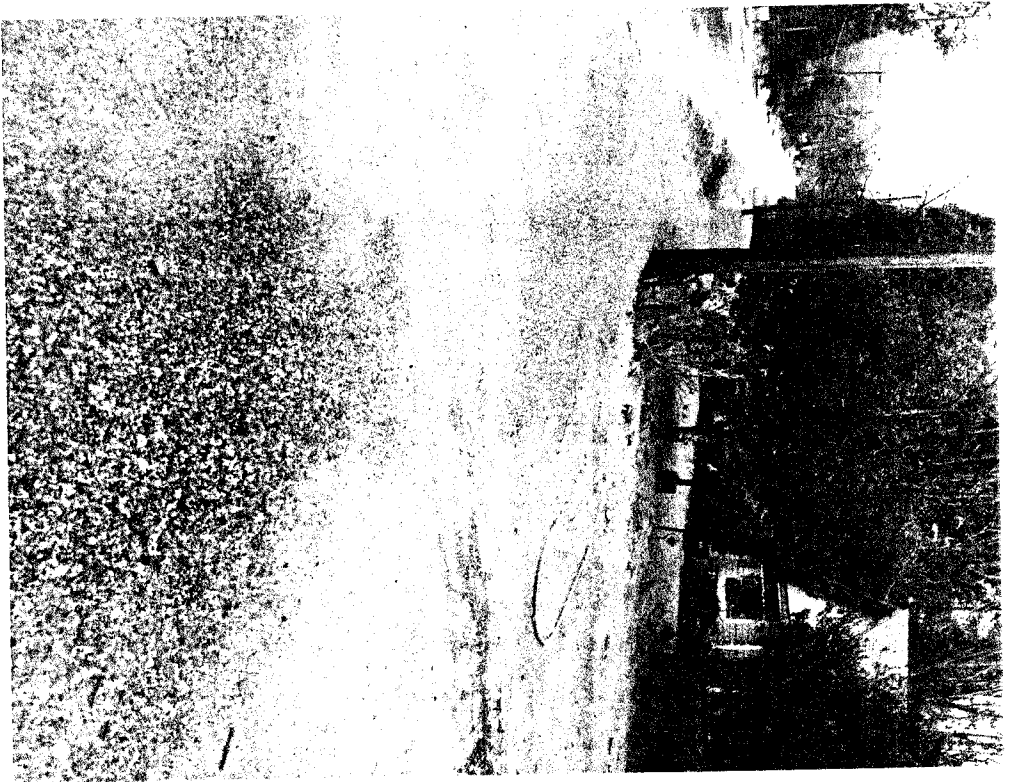
path goes the
opposite way to
gravity



Before



After





WATER gravitates
AROUND raised
gravel AND INTO
the driveway





Rainbow Rd



Exit Str

© SPOT IMAGE
© 2014 Google

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Google

48°51'17.76" N 123°30'48.38" W elev 37 m eye alt

problem

Karla Campbell

From: saltspring
Sent: Tuesday, July 08, 2014 9:44 AM
To: 'Donn Tarris'
Subject: RE: Bus tickets

Donn Tarris,

This is to acknowledge your recent email. Thank you for taking the time and effort in making your concerns know. We will take your suggestion into consideration with our operations.

Karla Campbell
Senior Manager, Salt Spring Island Electoral Area

Capital Regional District
145 Vesuvius Bay Road, Salt Spring Island, BC, V8K 1K3
T: 250.537.4448 | F: 250.537.4456 | E: kcampbell@crd.bc.ca

-----Original Message-----

From: Donn Tarris [<mailto:donn.tarris@saltspring.ca>]
Sent: Monday, June 23, 2014 4:38 PM
To: saltspring
Subject: Bus tickets

Hello,

A thought about the current print method of the "books" of tickets.

When I purchase the tickets, I fold them to the smallest dimension of a single ticket, wherein they become like a fat, small, square card. Before or after this process, I throw away the piece of the paper that includes the bar code and web info.

This part of the multiple ticket sheet is not required. I suggest redesigning the tickets to include the bar code in a smaller form on each individual ticket, or supply this as a fob that can be kept at the vendor's checkout. The website contact info can also fit on each ticket.

This will reduce the waste, but also increase the value of each print run. While saving money on a part of the page that ultimately serves no good purpose, it also allows each piece of paper to carry a higher value related to being a ticket, with its inherent value.

This is my recommendation, my suggestion as we move towards having a public transit system that removes user pay, tickets, machines, fare enforcement and the threat of becoming deemed a criminal for not be able to afford to pay for public transit.

The return on having no user fee/fare paid for public transit cannot be measured by looking only within the BC Transit or Translink systems. This is myopic vision that fails to recognize the value in allowing citizens the free movement within

their communities, province, and country. The ROI of any public service cannot be measured in the same way as a private, commercial business. The benefits associated with public services extend far beyond the immediate transaction.

Please consider moving the public transit system to a "free" one, at the same expanding its reach in both distance and schedule. In the meantime, please consider making the change to printing the tickets to reduce waste.

Sincerely,
Donn Tarris
Salt Spring Island, BC

Karla Campbell

From: saltspring
Sent: Tuesday, July 08, 2014 9:40 AM
To: 'Kathryn Luttin'
Subject: RE: Air conditioning for bus drivers

Ms. Luttin,

This is to acknowledge your recent email. Thank you for taking the time and effort in making your concerns know. We will take your suggestion into consideration with our operations.

Karla Campbell
Senior Manager, Salt Spring Island Electoral Area
(125) Capital Regional District
145 Vesuvius Bay Road, Salt Spring Island, BC, V8K 1K3
T: 250.537.4448 | F: 250.537.4456 | E: kcampbell@crd.bc.ca

From: Kathryn Luttin [<mailto:>]
Sent: Monday, June 30, 2014 9:40 PM
To: saltspring
Subject: Air conditioning for bus drivers

Dear Salt Spring Island Transportation Commission,

Thank you for the Salt Spring bus system - I am a regular bus user, and greatly value this service.

I'm writing today to ask that you please consider providing air conditioning on the Salt Spring buses this summer. I understand that some buses do have air conditioners, but they need to be repaired. My reasons for asking for air conditioning are:

- 1) I'm concerned about the safety of the drivers spending such long hours in very hot conditions, and
- 2) I'm concerned about the safety of passengers being driven by drivers who are at risk of heat exhaustion.

I appreciate that air conditioners are costly to install or repair, use more fuel, and are less environmentally friendly, however I think health and safety need to come first in this case.

Thank you for your consideration.

Sincerely,
Kathryn Luttin
Maliview Drive