



Making a difference...together

SALT SPRING ISLAND TRANSPORTATION COMMISSION
Notice of Meeting on **Tuesday, November 24, 2015 at 4:00 PM**
Salt Spring Island Public Library, 129 McPhillips Ave, Salt Spring Island, BC

Wayne McIntyre
Ross Simpson

Nigel Denyer
Seth Wright

Robin Williams
Rod Martens

Gregg Dow
Scott Simmons

AGENDA

- 1. Approval of Agenda**
- 2. Adoption of Minutes of October 26, 2015**
- 3. Presentations/Delegations**
 - 3.1 Donald McLennan-Bus Shelters**
- 4. Reports-Chair and Director**
- 5. Outstanding Business**
 - 5.1 Bus Shelters**
 - 5.2 Parking**
- 6. New Business**
 - 6.1 Monthly Revenue Report-Salt Spring Island Community Transit**
 - 6.2 Commission Members-Terms of Office**
 - 6.3 Islands Trust Bylaw Referral-SS-RZ-2015.1, 150 Douglas Road**
 - 6.4 BC Transit Draft Three Year Service Plan and Budget**
 - 6.5**
- 7. Proposed Meeting Schedule for 2016**
- 8. Adjournment**

To ensure a quorum, please contact Tracey Shaver if you are not able to attend



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**Minutes of the Regular Meeting of the Salt Spring Island Transportation Commission
Held October 26, 2015, Public Library Meeting Room, 129 McPhillips Avenue, Salt Spring**

DRAFT

Present: **Director:** Wayne McIntyre
Commission Members: Robin Williams (Chair), Rod Martens, Nigel Denyer, Scott Simmons, Ross Simpson, Gregg Dow, Seth Wright
Staff: Karla Campbell, Senior Manager, Erin Jory, Recording Secretary (minutes transcribed by Tracey Shaver via audio recording)

Chair Williams called the meeting to order at 3:58 pm.

1. Approval of Agenda

Chair Williams requested that the agenda be amended by changing the order of the presentations and adding the receipt of a community generated petition regarding a proposed pathway for Ganges Hill.

MOVED by Commissioner Denyer, **SECONDED** by Commissioner Simmons,
That the order of the Salt Spring Island Transportation Commission agenda of October 26, 2015, be amended as follows: Item 3.0 Fulford Ganges Pathway Petition, 3.1 Salt Spring Island Health Advancement Coalition, 3.2 Myrna Moore and Elicia Elliot from BC Transit and 3.3 Jennifer McClean.

CARRIED

2. Adoption of Minutes of September 28, 2015

MOVED by Commissioner Simpson, **SECONDED** by Commissioner Dow,
That the Salt Spring Island Transportation Commission minutes of September 28, 2015 be amended by striking the item under the 4.3 Chair report which refers to a Toronto tunnel and under item 6.2 striking the word "small" and adding in at the end of the sentence "and Harbourside retaining walls".

CARRIED

3. Presentations/Delegations

3.0. Petition

Susan Bailey provided a cover letter and documentation covering 774 signatures in favour of a pathway up Fulford Ganges Hill.

3.1. Salt Spring Island Health Advancement Coalition

A group of presenters from several local organizations provided the commission with background information on the reasons behind the need for point to point transportation services for seniors with mobility needs. Chair Williams acknowledged that the current volunteer structure was not sustainable and requested the topic be investigated further and brought forward early in 2016 for consideration.

3.2. Myrna Moore and Elicia Elliot, BC Transit Re: Ruckle Park Feedback

A power point presentation was used to demonstrate feedback on a summer pilot project. Residents responded positively to the extended operations on weekends and evenings and the trips to Ruckle Park were appreciated by south end residents. Overall successful project for consideration as budgets and routes are planned in the future.

New BC Transit buses should be on the roads in the spring. The design of these buses should be easier for mobility challenged people to use.

3.3. Jennifer McClean Re: Pathway Maintenance

Ms. McClean requested clarification of the chain of responsibility for the maintenance of the public pathways, specifically along Rainbow Road. The CRD obtains permission from the Ministry of Transportation to construct and maintain public pathways on land set aside for road allowances. The CRD Transportation Commission then assumes the liability and through tax collection budgets for repair and maintenance of these pathways. Currently the service of vegetation control is performed by the Parks and Recreation staff on a as needed basis and then paid for by the Transportation Commission's budget. Many municipalities no longer provide these types of service and place the responsibility on the adjacent property owners.

4. Reports

4.1. Director

- The number two priority for the CRD Board is integrated waste management.
- SSI Governance Study – www.ssiincorporationstudy.com – incorporation costing study to be released by end of month. Local politicians meeting with Ministry of Community Sport to update on progress.
- Attended and adjudicated recent Local Business Chamber Awards.
- The Electoral Area Committee received a report on the Burgoyne Bay Liquid Waste Facility; and BC Ferries has made it clear that SSI will have to fund cycling and pedestrian safety projects without assistance.
- Attended opening celebration of the Harbours End Pathway-notable for its location, solar panel installation and attendance of several First Nations Elders.
- CRD will be writing a letter to Premier Clark requesting the addition of First Nations representation at the CRD board level.

4.2. Chair

- Chair requested staff update on recent meeting with Ministry of Transportation and Infrastructure (MoTI) staff regarding the Rainbow Road Project – Karla Campbell reported that MoTI have agreed to perform a drainage study of the Central section of the Project. They have promised to install curbing at the eastern end of the Project at the intersection with Lower Ganges Road. Once the drainage study is complete the project's engineering design will continue. The project construction will most likely be performed in three phases.
- The Chair reported an update on the process of obtaining control over the Manson Road area. The Harbour Authority has also requested to the Ministry of Transportation that the road allowance be expanded. The Ministry will provide the Transportation Commission the opportunity to review any plans prior to approval.

5. Outstanding Business

5.1. Bus Shelters

- Commission requested information on the cost and process to obtain bus shelters from BC Transit.
- Several designs and costs were obtained online and reviewed with BC Transit staff.

- BC Transit bus shelters are part of a 50/50 cost sharing program which does not include installation. Ordering of specific styles will be coordinated with other municipalities.
- Overall, the Commissioners agreed this is a direction they would like to pursue versus custom design builds.
- Additional detailed report was requested for the November meeting.

5.2. Speed Limits

- Previous Transportation Commissioners compiled a speed limit report which recommended an island wide change to 70/50/30.
- Discussion focused on public consultation, enforcement, road conditions/engineering and ferry traffic.
- Extend invitation to RCMP for input on enforcement, driver behavior and crash statistics.
- Defer to next meeting.

5.3. Parking Study

- Review of a parking study performed in 2005.
- Commissioner Dow noted the long term and overnight use of parking spaces in the Ganges Village being a deterrent to the existing parking inventory.

6. New Business

6.1. Monthly Revenue Report-Salt Spring Island Community Transit

- Received for information. No discussion.

6.2. Proposed Ganges Parking Lot-Commissioner Simmons

- Commissioner Simmons provided background information on current parking inventory.
- 263 public street parking, 297 semi-public (downtown employee spaces), 155 private spaces, 25 handicap, 3 electric vehicle.
- During peak summer Saturday's there are 3 ferry's sending +/- 500 cars to downtown Ganges in the morning hours.
- Proposed for discussion is Lot A at 160 Seaview as a long-term solution to parking limitations in the downtown core.
- Report was received and additional information will be sought from the Economic Commission and the Park and Recreation Commission.

6.3. Final Report for Rainbow Road West Pathway Project

Report accepted for information.

6.4. 2016-2020 Transit and Transportation Operating and Capital Budget

MOVED by Commissioner Dow, **SECONDED** by Commissioner Denyer,

That the Salt Spring Island Transit and Transportation Commission recommend to the Capital Regional District Board approve the 2016 Operating and Capital budgets for the Salt Spring Island Transit and Transportation as presented; and transfer any surplus revenue to reserves.

CARRIED

Commissioner Simpson Opposed

7. **Next Meeting:** request to change date approved.
Meeting to be held on Tuesday, November 24, 2015 at 4 pm at the Salt Spring Library.
8. **Adjournment**
The meeting adjourned at 6:03 pm.

CHAIR

SENIOR MANAGER



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**RULES GOVERNING THE HEARING OF INDIVIDUALS OR DELEGATIONS
BY THE CAPITAL REGIONAL DISTRICT COMMISSIONS**

- Under the CRD Procedural Bylaw, the Commission may, by *resolution*; allow an individual or a delegation to address the meeting **on the subject of an agenda item**, provided written application has been received by the Salt Spring Island Administration Office no later than 4:30pm two (2) calendar days prior to the meeting.
- If you miss this deadline, you may still submit this form; however such requests will require *unanimous* approval of the Commissions at the intended meeting.
- Each address should be limited to five (5) minutes unless a longer period is agreed to by unanimous vote.
- Each delegation should provide the number of copies of their written submission, as determined by the Salt Spring Administration Staff.

Submit form to Salt Spring Island Administration

E-mail: saltspring@crd.bc.ca

Fax: (250) 537-4456

Capital Regional District, 145 Vesuvius Bay Road, Salt Spring Island, BC V8K 1K3

I wish to address the:

- Parks and Recreation Commission Transportation Commission
 Community Economic Development Commission

AT THE MEETING OF November 24, 2015, at _____ AM/PM
ON AGENDA ITEM bus shelter design

NAME Donald McLennan

ADDRESS Salt Spring Island, BC

I REPRESENT _____
(Name of Organization if applicable)

AS _____
(Capacity/Position)

TELEPHONE - _____ **FAX** _____

E-MAIL - _____

My reason(s) for appearing is (are) and the substance of my presentation is as follows:

I will be leading a delegation on the subject of the SSITC policy regarding the design and selection of future bus shelters, specifically the shelter on Lower Ganges Road in front of Heritage Place and opposite the Matt Brain Moon Snail bus shelter. We will make a strong case for community consultation.

(If more space is required, please attach an additional page to this form.)

20 November 2015
Date

Donald McLennan
Signature

Community Delegation to SSITC Meeting - November 24, 2015 Bus Shelter Design on Salt Spring - Engaging the Community

Executive Summary

The delegation asks the SSITC to seek community input on the design of the new bus shelter to be built opposite the Matt Brain Moon Snail shelter.

Soliciting local design options is a necessary first step. Only then may one compare cost estimates of a made-in-Salt-Spring variant versus a BC Transit urban design. Even if costs of the former are somewhat higher, a strong case can be made that buying local is preferable from an aesthetic, community engagement and economic perspective.

To source bus shelters off-island runs counter to the SSI Chamber of Commerce recommendation that Salt Springers shop locally. The spin-off effects of local spending are self-evident.

The SSITC Motion of July 23, 2013 decreed that this shelter should be a custom design to take into account the context of the specific site in question.

MOVED by N. Lyonns, **SECONDED** by R. Williams,
That the Salt Spring Island Transportation Commission advertise a second call for bus shelter designs for the design of the north side bus shelter, following the completion of the south side bus shelter, upon approval of a new design selection criteria.

CARRIED

This SSITC policy to solicit local designs was entirely in keeping with the Salt Spring Official Community Plan (OCP) which contains numerous references to:

- the requirement to *"guide development so that it reflects our **unique community character**"* (A.4.1.3).

Salt Spring's charm is closely related to the rural ambiance and absence of homogenized urban features. We are arts and tourism driven. Public amenities based only on lowest denominator cost factors do not take into account who we are as a community. A hand-crafted locally-designed shelter adds to island ambiance. The OCP calls for:

- *.... responsible agencies to create and maintain land transportation networks ... that serve a broad range of transportation, social, environmental and aesthetic purposes.* (C2.2.1.1)

The OCP Vision statement is clear:

- *"We ... accept our responsibility to be the stewards of our island home..... to ensure that it remains rural..... We appreciate the **extraordinary artistic and creative talents among our residents.**"*

The SSITC mandate is to reflect the views of the community. There is a clear precedent for community consultation on bus shelter design:

- 4-5 variants were presented to the community in Fernwood; the village voted for a low-cost \$6500 timber-frame structure
- the entire community was asked for ideas for the NGTP pull-out at Country Grocer; feedback was outstanding with 6-7 inspired designs leading to the Moon Snail; the broad community was engaged with excellent exposure for the SSITC and our bus system

Future alternatives need to be explored including the possibility of cost-sharing and in-kind labour inputs along the lines of the hugely successful Island Pathways model. It would be premature to make a decision regarding the design of a bus shelter at Heritage Place without a juried local option on the table.

Endorsements for Local Design and Community Consultation



November 19, 2015

Attn: Donald McLennan

RE: Support of Locally Designed Bus Shelters

The Salt Spring Island Chamber of Commerce has a history of supporting projects and programs that contribute towards the long-term, sustainable economic, culture and social well-being of the community. Both directly and in-directly, we have hosted and supported many local initiatives that bring tourists to our island, create great programs for residents and support other non-profit entities.

Recently we have launched Salt Spring's Shop Local program, encouraging residents and visitors to support small, locally owned businesses. Locally-owned businesses return about 80% of each dollar to their community. And each dollar spent at a local business will return up to *five* times that amount within our community through taxes, employees' wages, and purchases of materials, supplies and services at other independent businesses.

This letter is encouraging the Salt Spring Transportation Commission to consider supporting local construction and trades services when contracting the design and construction of new bus shelters for Salt Spring Island. The design and manufacturing of made-on-Salt Spring Island shelters would provide much needed investment in the local business community while allowing for creative and unique designs elements. The Salt Spring arts community could certainly play a part in creating unique designs that could inspire both beautiful and functional shelters.

Please feel free to contact me if you require any further information.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Clouston".

Janet Clouston
Executive Director
Chamber of Commerce & Tourism Salt Spring

The Salt Spring Island Chamber of Commerce, established in 1948, is a not-for-profit organization representing 300 business owners and individuals on the island. We seek to create and maintain a prosperous environment for business and skills development, by advocating to enhance the island's economic viability and sustainability.

121 Lower Ganges Road, Salt Spring Island, BC V8K 2T1 Phone 250.537.4223 Fax 250.537.4276
chamber@saltspringchamber.com www.saltspringchamber.com

Gateway to a Strong Island Economy

I support finding out the complete installed cost of a locally designed and built bus shelter and as well as those supplied by BC Transit. With a direct comparison, then our community can decide which is best for Salt Spring.

Windsor Plywood Salt Spring Island
Ken Marr | Owner / Manager
ken.marr@windsorssi.com

To: Salt Spring Island Transportation Commission

Date: November 19, 2015

Dear Sir/Madam:

Sometimes one has to go away to then come home and see one's home through fresh eyes. We recently returned from an extended holiday in Europe and on our first drive through Ganges I saw, with those fresh eyes, a sad state of affairs. Our town/island home is becoming North American homogenized. We've lost many of our interesting buildings to boring, lack lustre construction. Our sense of artistry is becoming buried in "new" utilitarian design, if one can call it that.

But, there are two new beacons of hope: our wonderful new library and the moon snail bus shelter.

This short note is to ask you to reconsider the proposal to go to a standardized, utilitarian bus shelter design. The possibility of a series of wonderfully designed across the island has been refreshing and exciting. An opportunity to showcase our talented artists and builders! Please reconsider your proposal for the following reasons:

- One of Salt Springs main economic drivers is tourism. People come here to see a unique place. Artistically designed shelters could reverse the "boring" trend and draw people here. They would provide great photo opportunities.
- We have a strong artistic community here. Again, this is a way to support that community, both through design competitions and commissions.
- We have talented builders on the island. Yes, builders would need to be paid, but maybe there is a way to provide volunteer assistance along the way, as happened with the moon snail shelter.
- Any additional costs might be raised in the community. My belief is that many of us feel strongly enough about this to lead to some fundraising. However, I also wonder if this in fact would be needed. Your budget for a shelter would be a limit for any proposals submitted. Having some cost boundaries might just draw out even more creativity.

Due to other commitments I regret that I cannot offer these comments in person. However, I very much look forward to hearing about your deliberations and a favourable outcome that will lead to wonderful new community art, aka bus shelters.

Yours sincerely,
Nora Layard
250-537-9922
nlayard@telus.net

To: Salt Spring Island Transportation Commission
Date: November 19, 2015

Subject: Bus Shelter Design on Salt Spring Island

I write in strong support for active pursuit of creative bus shelters on SSI, utilizing local talent and local materials in the design and construction. Bus shelters are among the most public aspects of our built environment; as such they have the potential to say so much about the creative, even edgy, community we are and we want to be; I cannot accept that we aspire to the mundane, one-size-fits-all approach.

Without undue cost, each shelter can be a unique statement about the environment we live in – and can contribute enormously to the cultural, social and economic fabric of SSI, encouraging conversations among residents and attracting visitors, all the while protecting all from the elements.

The natural synergy of the cultural, social and economic dimensions of an urban environment was superbly articulated in a 2006 document on Strategies for a Creative City. It would be wonderful if creative approaches to bus shelters could help make this vision a reality for us:

“Talent makes capital dance
Beauty trumps utilitarianism
Past, present and future are all celebrated
There is room for outlandish
Creative thinking is embedded in our way of life
Space abounds for artists to flourish
Creative people and enterprise flock to settle and build
Teaching of all arts is sacrosanct
Nature and people are in balance
Our story of diversity and tolerance is known world-wide
We revere one another’s histories, stories and expressions
Support of the arts is an ongoing commitment, not a brief encounter
Our ravines are as important to us as canals are to Venice and beaches are to Sydney
Novel ideas are valued, differences are welcomed and risk-taking is celebrated
The process of public decision-making is in harmony with a culture of creativity
The fusion of food and culture is unique
Our waterfront entices
Our public spaces attract and excite
Festivals, celebrations and recognition of the arts and culture abound
Our citizens regard the city as an ongoing cultural project”

Janet E. Halliwell
Resident of SSI; former Board member of the Salt Spring Arts Council

I want to live on Salt Spring Island forever because people who live here have the opportunity to express creativity, personality, individuality, idiosyncrasy, and joy. Making art emerges from those possibilities, and even bus stops can become art forms. We cherish our own creativity, and we are able to share everybody else’s, in the open or indoors, in wet weather or fine, in private and in public. Creativity shelters us from the dark and the storms, inner or outer. Give art free rein! Call on artists of all kinds to help us love life!

Elaine Silverman

I want to write in strong support of Donald McLennan's bid to save Saltspring from the increasing monotony of corporate-branded design on our landscape. Saltspring is an international tourism destination and they don't come here to take pictures of the likes of the RCMP station, the BC Hydro building nor the repetitive architecture that is creeping across downtown Ganges. They photograph the original, the quaint, the sustainable, the artistic, the ancient and the unique natural land and seascapes. We have managed to get rid of one monstrosity on Grace Islet so let us not erect another.

Bravo to the innovative mollusc bus shelter which has already set the standard. What could be more interesting than the natural geometry of the moon snail shell. If we could unleash our creative designers on our public architecture as has been demonstrated in our private then visitors would have one more excuse to stay another night, visit our beautiful shoreline, purchase a craft memento and use our public transit.

Briony Penn
250 653-9996

November 12, 2015

I am a long-time resident of Salt Spring Island.

I choose to live here because I love the natural beauty of the island. I love the community filled with resourceful people who partake in and appreciate the arts, farming, nature, community and independence.

Imbued with an innate passion for all that Salt Spring Island and community has to offer, I am writing this letter to voice my support for the initiative to build more bus shelters to be designed by locals (e.g.: the beautiful Moon Snail). I'm hoping the next bus shelters are designed in keeping with the unique character of our beloved home, Salt Spring Island.

We on Salt Spring Island are not a plastic, cookie-cutter society. We love the rustic elegance and natural beauty that surrounds us. We see artistic designs by local artists reflecting this sensibility in all areas of the island. Please continue with the same creative, visual esthetic when making decisions for the new bus shelters to come.

Very sincerely,

Robbyn Scott
Co-Owner of : Salt Spring Coffee & Antler Ridge Dance studio
250-653-4088

PS - A suggestion for possible ease and financial considerations: Perhaps 2, 3, or 4 designs could be chosen to build numerous shelters that would be individually dispersed at the various locations on SSI? (ok....it's a different kind of "cookie-cutter" ;>)

Local design makes excellent sense as SSI is a creative place, and involvement by and with the local high school in design and building it would be very desirable. these are great possibilities and opportunities.
Thank you

Nancy Wigen

I wholeheartedly support this initiative.
Maureen Milburn

Dear Donald,

We support your efforts to encourage the Salt Spring Island Transit Commission to invite community input for the design of bus shelters on Salt Spring. The Moon Snail shelter at Country Grocer is beautiful and functional, and adds another lovely creative touch to the ambience of the island. It's these special features that help make Salt Spring a desirable destination for visitors, and provide a strong base for tourism. It's also a wonderful, practical way to support local artists and construction companies, and thus strengthen other parts of the local economy as well.

Thank you for your leadership on this.

Jean and Derek Wilkinson
Salt Spring Island B. C.

Dear members of the SSITC,

I'm happy to support the request that Salt Spring opt to build unique and local SSI bus shelters.

This would fit right in with the "buy local" movement, supported by our Chamber of Commerce, and it would support local creativity and business.

I suspect that we could save money with this approach. For instance, we might choose to have "agriculturally themed" bus shelters, or glorified livestock sheds! When you consider how artistic some local outhouses are, you can imagine how beautiful a "glorified livestock shed" could be. It might even be possible to involve apprentice construction workers as there is (or has been) that type of program at the high school and some WOLF students also learn impressive construction skills.

Sincerely, Jan Slakov

To the SSITC:

Geoff and I enthusiastically support the request that Salt Spring opt to locally design and build unique and SSI bus shelters.

There is a strong movement on Salt Spring to support local efforts of all kinds and this would fit right in with that movement, which is also supported by our Chamber of Commerce. We have had such amazing results with the efforts of the cooperative path ways projects that have been created in the last 3 or 4 years. Money is saved through all the volunteer commitments and the lovely pathways are very well used.

Thank you.

Ann Wheeler
Geoff Bartol

Humans are attracted to what is out of the ordinary. This attraction has put distant locations like Barcelona on the map, and supported the rejuvenation of nearby Gas Town. If those examples are still to far away, just look at the number of Tourists visiting the trails of Mount Erskine. Are they there for the exercise, the view at the top, or the unexpected fairy doors encountered on the way. How many are there they regularly ask me. More than you know I say back in confidence.

Salt Spring Island is Fulford, which is much a poster for a way of life as much as it is a quirky eclectic village. It is wide streets in Ganges with art galleries, coffee shops and tiny shops selling interesting things like vinyl records and soap. It is "interesting." It is the unexpected that draws the crowds to an Art Gallery. It is the imagination, the creativity and the mastery of the medium the artist uses.

Shall SSI head in the disastrous direction of identical cookie cutter strip malls, that are there for simple function and car access only. Shall we consider dull, boring unremarkable and unmerited of discussion bus shelters. Identical shelters of no artistic merit. Or shall we make the effort to show we are different and make SSI a unique destination to visit for so many reasons, of which our bus shelters are only part of a larger theme. Photogenic, memorable, interesting.

I fully support the design and building of unique, one-off bus shelters that show off our local artists and demonstrate our unique and quirky west coast residents. Bus shelters that create jobs on SSI and pride in our community. And I suspect, in the minds of all those tourists will as well.

Jim (and Sheri) Standen,
Vesuvius

I feel strongly that for Salt Spring to retain its special character and national reputation as an artistic, inventive, unique place, it would be much preferable for the shelters to have a hand-crafted look that expresses who we are as a community. if we had bus shelters that were designed and made locally, with some of the visual interest and use of local materials that our artists are so capable of working with, they could become points of visual interest in themselves -- or at least *not* the kind of thing that makes us look like every other plastic place on the continent.

Judi Stevenson

Donald

I support the points made in your executive summary, especially those relating to offering something uniquely Salt Spring in our bus shelter designs.

The standard boxes located around Victoria may fit in with their community, but would not fit in with ours. As long as the cost of each one is within its budget and performance as shelters is met, we should strive for designs that residents and visitors alike will find attractive and unique.

I have seen tourists taking pictures standing by the Moon Snail shelter. A long-time resident of my acquaintance in her 90s remarked "how delightful" when she first saw it as we drove past.

You won't get scenes like that with a metal box.

Sincerely,
Sheryl Taylor-Munro
Atkins Rd.

I am not in the tourism business but some years ago I sat through many meetings of the Tourism Salt Spring group and listened while the tourism associated small businesses here tried keep their doors open. Not all succeeded.

Salt Spring is a small player in the tourism industry and we must do what we can to differentiate ourselves to attract tourists. We can draw on one of our strengths which is our creative community to do just that by designing our own bus shelters.

Doing this will improve our island for residents and tourists alike for minimal cost.

Bob MacKie

Hi Donald

Thank you for taking on this initiative of the bus shelter design. I think sometimes we forget why people come to Salt Spring Island. It is the unique quality of its people and its artistic creative community. They come to Salt Spring for the amazing Saturday market, artist studios, food stands, music and cultural energy. This is what we can offer. The key to our success I think is the word, unique. We should take every opportunity to grow and promote this here.

A bus shelter is not a just a bus shelter, it is sometimes the first thing or the last thing visitors will see and appreciate on our island. It is a reminder to us living here as we go home on the bus or leave to catch a ferry that we live here because this place is unique.

Ron Crawford. President
Salt Spring Arts Council

Appendix
Examples of Shelters in the Region

Cowichan Valley. The CVRD built this version over a dozen times in the Cowichan Valley. This design was adapted for Fernwood following a period of community consultation.



Sunshine Coast



Lion's Bay



From: Moore, Myrna [mailto:Myrna_Moore@BCTransit.Com]
Sent: Monday, November 16, 2015 2:04 PM
To: Karla Campbell <kcampbell@crd.bc.ca>; Robin Williams <robinashleywilliams@gmail.com>
Subject: SSITC Meeting follow up

Hello Karla and Robin:

Attached is the updated draft BC Transit Shelter Program – type and cost overview – with the Lucid Management Group as the manufacturer. Prices quoted are total costs (not including taxes and installation costs) that would be cost-shared on an approximate 50-50% basis.

I will also forward you the full updated document once it has been revised completely, which will also be uploaded to our website.

I hope this helps.

Thanks,
Myrna

Myrna Moore
Senior Regional Transit Manager,
Vancouver Island Coastal
BC Transit
Phone: (250) 995-5612
Myrna_Moore@bctransit.com



BC Transit Shelters – Overview of Costs

Typical BASE costs* for each type of shelter (not including taxes) are:

Shelter Type	Lucid Management Group – Woodland T Series		
Type 2 – T2 Series Cantilevered, Single back wall	 \$13,025		
Type 3 – T3 Series Cantilevered or standard design, Front and rear accessible, harsh weather design	 \$18,275	 \$17,090	 \$22,040
Type 4 – T4 Series Cantilevered or standard with side walls, 2 bench seats, optional 2 or 3 rear panels	 \$27,160	 \$25,823	 \$28,146
Type 5 – T5 Series	 		

**Refer to Appendix B – Detailed Schedule of Costs for further details on accessories and additional costs. Prices referenced are for the basic model with no lighting and do not include any applicable taxes or additional charges that may be incurred due to installation location or additional accessories*

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

	Jan-2015	Feb-2015	Mar-2015	Apr-2015	May-2015	Jun-2015	Jul-2015	Aug-2015	Sep-2015	Oct-2015	Nov-2015	Dec-2015	Total YTD
Total Vendor Sales													
Monthly Passes - Adult	\$ 800	\$ 900	\$ 650	\$ 750	\$ 750	\$ 550	\$ 700	\$ 650	\$ 450	\$ 650	\$ -	\$ -	\$ 6,850
- Concession	240	240	240	320	400	360	400	400	400	280	-	-	3,280
Day Passes	45	110	30	155	35	220	325	440	370	60	-	-	1,790
Ticket Sheets *	2,045	1,904	1,964	2,126	1,782	2,653	2,531	2,450	1,438	1,377	-	-	20,270
Prepaid Fare Tickets													
Collected from fareboxes *	2,066	2,255	2,131	2,133	2,372	2,282	2,808	1,937	1,706	2,286	-	-	21,974
Farebox Cash Proceeds	8,508	8,757	9,429	12,562	11,525	12,617	16,954	14,802	12,545	13,682	-	-	121,379
BC Bus Pass Program Grant	-	1,805	3,616	-	-	3,653	1,784	1,952	-	-	-	-	12,810
Monthly Revenue	\$ 11,658	\$ 14,067	\$ 16,096	\$ 15,920	\$ 15,081	\$ 19,681	\$ 22,971	\$ 20,181	\$ 15,471	\$ 16,958	\$ -	\$ -	\$ 168,083
Cumulative Totals													
YTD Revenue	11,658	25,725	41,821	57,740	72,822	92,503	115,473	135,654	151,125	168,083	168,083	168,083	168,083
Unearned Revenue *	(20)	(371)	(538)	(545)	(1,134)	(763)	(1,040)	(527)	(794)	(1,703)	(1,703)	(1,703)	(1,703)
Less 2% Commission	(63)	(126)	(183)	(250)	(310)	(385)	(465)	(543)	(596)	(644)	(644)	(644)	(644)
Other Adjustments	98	(32)	(130)	-	-	-	-	130	130	130	130	130	130
Reconciliation to GL	11,673	25,196	40,969	56,946	71,378	91,355	113,969	134,715	149,864	165,866	165,866	165,866	165,866

* 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													
2014 Monthly Revenue	12,995	11,734	10,005	16,435	16,433	16,515	21,145	21,918	19,953	12,450	13,153	15,851	188,586
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	9,737	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

ZVEN 165,860.42
 Difference 5.24



BYLAW REFERRAL

Islands Trust

Island: Salt Spring Island Trust Area Application No.: SS-RZ-2015.1 Date: November 5, 2015

You are requested to comment on the attached referral for potential effect on your agency's interests. We would appreciate your response within 30 days.

APPLICANTS NAME / ADDRESS:

Salt Spring Island Sailing Club, 150 Douglas Road, Salt Spring Island

PURPOSE OF BYLAW:

To rezone the property from Residential 9 (R9) to an R9 variant that would allow a private boat club house, and a parking lot for a private boat club. Zoning will also permit a dwelling unit and buildings and structures accessory to a private boat club. The Salt Spring Island Sailing Club has operated from the subject property since 1978. No new construction is proposed at the present time.

GENERAL LOCATION:

150 Douglas Road, Salt Spring Island

LEGAL DESCRIPTION:

Lot 1, Section 19, Range 4 East, North Salt Spring Island, Cowichan District, Plan VIP55672

SIZE OF PROPERTY AFFECTED:

0.83 hectares

ALR STATUS:

No

OFFICIAL COMMUNITY PLAN DESIGNATION:

Residential Neighbourhoods

OTHER INFORMATION:

Please see attached staff report and Proposed Bylaw No. 485 at 1st reading.

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 Rezoning Application. A subsequent bylaw referral form may be sent to your agency at a future date.

Name: Jason Youmans

Title: Planner 2

This referral has been sent to the following agencies:

Federal Agencies

Department of Fisheries and Oceans

Provincial Agencies

Ministry of Forests, Lands and Natural Resource Operations,
Environment

First Nations

Te'Mexw Treaty Association
Hul'qumi'num Treaty Group (for information only)
Pauquachin First Nation
Maiahat First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation

Regional Agencies

Island Health
North Salt Spring Water District
Capital Regional District
Harbour Authority

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee
Mayne Island Local Trust Committee
North Pender Island Local Trust Committee
Thetis Island Local Trust Committee

Tseycum First Nation
Chemainus First Nation
Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Penelakut First Nation
Semiahmoo First Nation

REFERRAL FORM RESPONSE SUMMARY

Approval Recommended for Reasons Outlined Below

Approval Recommended Subject to Conditions Outlined Below

Interests Unaffected

Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
(Island)

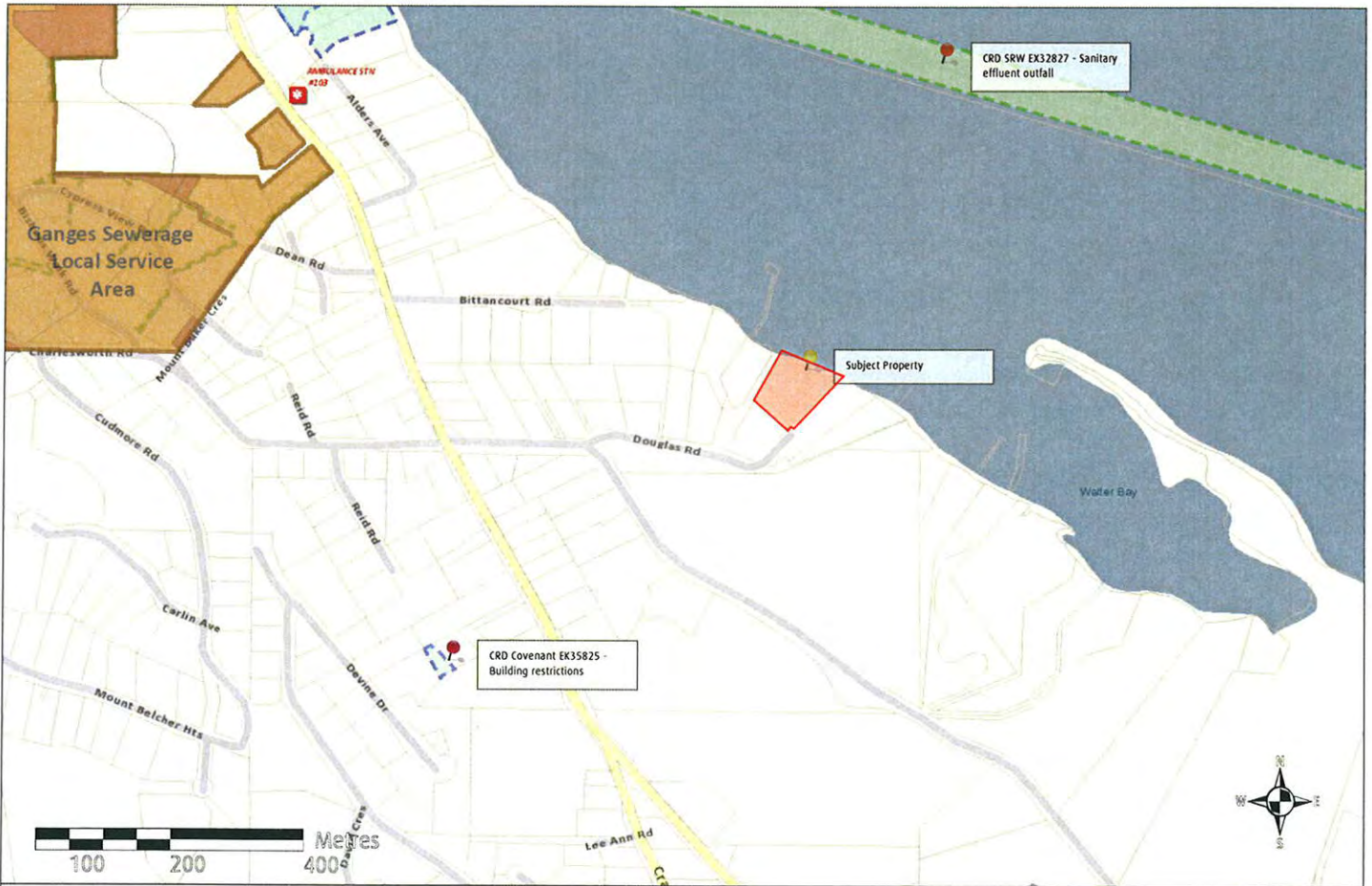
(Signature)

(Date)

SS-BL-485
(Application Number)

(Title)

(Agency)



Important

This map is for general information purposes only. The Capital Regional District (CRD) makes no representations or warranties regarding the accuracy or completeness of this map or the suitability of the map for any purpose. This map is not for navigation. The CRD will not be liable for any damage, loss or injury resulting from the use of the map or information on the map and the map may be changed by the CRD at any time.
 Printed Mon, Nov 9, 2015

CRD Interests

SSI Referral SS-RZ-2015.1

Intramax 2.0
 Capital Regional District
 gis@crd.bc.ca
 http://www.crd.bc.ca





STAFF REPORT

Date: October 14, 2015

File No: SS-RZ-2015.1

To: Salt Spring Island Local Trust Committee, for the meeting of October 22, 2015

From: Jason Youmans, Planner 2, Local Planning Services

Re: Proposal to amend the Land Use Bylaw from R9 to R9 variant

Owner: Salt Spring Island Sailing Club

Applicant: Eric van Soeren

Location: 150 Douglas Road

Legal: Lot 1, Section 19, Range 4 East, North Salt Spring Island, Cowichan District, Plan VIP55672

Preliminary Report:

Interim Report:

Final Report:

THE PROPOSAL

The Salt Spring Island Sailing Club is seeking to rezone its lot at 150 Douglas Road from Residential 9 (R9) to an R9 variant that ensures the Sailing Club's land use activities are protected as a permitted use.

The applicants are seeking a rezoning to permit:

- A sailing club house
- A parking lot for sailing club members

The proposal submitted by the applicant does not entail any new construction at this time, but rather would make permanent uses that the applicants state have been carried out on the property since 1978. The applicants wish to ensure that in the event these uses are discontinued for an extended period of time, or if they wish to undertake expansion of their facilities, that these uses are protected. The purpose of this staff report is for LTC to consider first reading of draft Bylaw 485. (See Appendix 1 for draft Bylaw 485).

PLANNING BACKGROUND

1) The LTC considered this application at its May 14, 2015 meeting. At the time, LTC resolved:

- To refer the application to the Advisory Planning Commission for consideration
- To direct staff to request that the applicant host a Community Information Meeting
- To direct staff to prepare a draft bylaw amendment to rezone the subject lot

2) The Advisory Planning Commission reviewed this application at the meeting of May 28, 2015 – the following is an extract from the adopted minutes:

“Commissioners posed questions to the applicant and planner, and the following issues were highlighted:

- there was question regarding live aboards and the applicant confirmed that live aboard vessels are not permitted and added that members visiting from reciprocal clubs may stay a few days during the summer;

- there was question regarding size restrictions for the A-frame dwelling unit;
- there was question regarding whether the A-frame dwelling unit is occupied by a caretaker. The applicant advised the dwelling unit is rented to a club member.
- there was question regarding zoning of other clubs on Salt Spring Island. Staff provided examples of permitted uses in PR3 and CF1 zoned properties which have clubs situated on them;
- it was noted that a marine pump out station should not be required due to the proximity of the pump out station in Ganges and the potential limitations of the property's septic system;
- it was noted that current parking provisions seem adequate;
- there was question regarding the scope of the staff report and whether it is appropriate to consider future uses on the property at this time.

Further to discussion, the APC recommended that LTC proceed with the application.

3) Islands Trust received comment from the Ministry of Transportation and Infrastructure following preliminary referral. Please see Appendix 3 for MOTI comment. In summary, MOTI wishes to limit parking spillover from the subject lot and wishes to see encroachment on their right-of-way addressed.

LTC may wish to require written confirmation from MOTI that the agency's concerns have been addressed prior to bylaw adoption.

BACKGROUND

The Salt Spring Island Sailing Club is a registered non-profit society with a membership of approximately 200 people. Facilities at their 150 Douglas Road site consist of nearshore wharfage capable of accommodating up to 150 vessels, as well as an upland club house, dwelling unit, and other structures associated with the Club's operations. Use of the club house is presently for Club events or non-commercial member-sponsored private events. The upland property also contains an 80-space parking area according to a site plan submitted by the applicant.

See submission from applicant attached as Appendix 6 for summary of Sailing Club's historical use of the lot.

SITE CONTEXT

The subject property is located at 150 Douglas Road. The lot is 0.83 hectares (2.06 acres) in area. Under Salt Spring Island Land Use Bylaw No. 355, the subject property is zoned Residential 9 (R9). The water lot adjacent to the subject upland lot is zoned Shoreline 4 (S4) and is occupied by the dock facilities owned by the Salt Spring Island Sailing Club through a Crown Lease.



Figure 1: Approximate location of subject lot

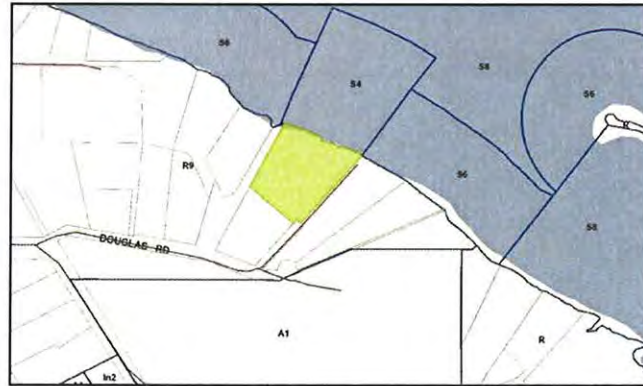


Figure 2: Subject lot and surrounding zoning



Figure 3: Subject lot (2013 ortho photo)

Uses and structures on the lot include a 230 m² (2400 ft²) sailing club house, an 80 m² (848 ft²) caretaker's dwelling unit, and a 46 m² (500 ft²) storage shed.

In its rezoning application, the applicants do not propose any uses or structures on the site additional to those currently carried out there.

Properties immediately adjacent to the subject lot are also zoned R9 and used for residential purposes.

The lot is serviced by community water from the North Salt Spring Water District and sewage disposal is provided by an on-site septic field.

See staff report from May 12, 2015 LTC meeting for site photos.

PLANNING HISTORY

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

Development Permits:

- SS-DP-2010.9 – To permit foreshore maintenance dredging and construction of a “training wall” to control sediment deposited from the stream adjacent to the subject property
- SS-DP-2000.4 – To permit construction of nine new moorage fingers

Rezoning:

- SS-RZ-1991.53 – To permit expanded moorage facility

BYLAW ENFORCEMENT

The subject property has been involved in two bylaw enforcement complaint investigations, both under file No. SS-BE-2011.9. One investigation related to a complaint of works being undertaken without proper permit. The other related to an expansion of moorage capacity without a corresponding increase in parking provision. In both cases it was determined that no enforcement action was required and both files were closed.

CURRENT PLANNING STATUS OF SUBJECT LANDS

See staff report from May 14, 2015 meeting for complete assessment of current planning status of subject property.

Trust Policy Statement: This application has been reviewed and found inconsistent with the Trust Policy Statement. See Islands Trust Policy Directives checklist attached as Appendix 2 for staff rationale. LTC should not give third reading to the proposed bylaw before confirmation that the proposed bylaw amendment is consistent with Trust Council’s policy directives.

Should LTC decide that the proposal is consistent with the policy directives checklist, LTC should make the following resolution:

“THAT the Salt Spring Island Local Trust Committee has reviewed the Directives Only Policies and determines that Bylaw No. 485 is not contrary to or at variance with the Islands Trust Policy Statement.”

Official Community Plan Bylaw No. 434

Volume 1

See staff report from May 14, 2015 LTC meeting for discussion of applicable OCP policies.

Volume 2 - Development Permit Area Policies

The subject property is in Development Permit Areas 3 (shoreline) and 6 (steep slopes). No development is planned at this time that triggers the requirement for a development permit.

Land Use Bylaw No. 355

Current zoning

The property is zoned Residential 9 (R9). The R9 zone permits the uses identified in the table below:

Principal Uses, Buildings and Structures	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10	R11	R12
Single-family dwellings	*	*	*	*	*	*	*	*	*	*	*	*
Two-family dwellings	*	*				*						
Two family dwellings constructed before July 31, 1990							*	*	*			
Multi-family dwellings	*	*		*							*	
Dental and medical office services for a maximum of two medical practitioners						*	*	*	*	*		
Elementary schools, pre-schools and child day care centres						*	*	*	*			
Hospitals and public health care facilities						*	*	*	*			
Community halls						*	*	*	*			
Non-commercial outdoor active recreation	*					*	*	*	*			
Churches						*	*	*	*			
Agriculture, excluding intensive agriculture							*	*	*			
Public service uses	*	*	*	*	*	*	*	*	*	*	*	*
Seniors' supportive housing complex												* ²
Accessory Uses												
Home-based businesses, subject to Section 3.13	*	*	*	*	*	*	*	*	*			
Seasonal cottages subject to Section 3.14							*	*	*			

The use being requested is similar, but not identical, to “community hall” which is permitted in the R9 zone.

“Community Hall” is defined in the Land Use Bylaw as “a building used for recreational, social, charitable, educational, entertainment and cultural activities and *intermittent commercial uses*, open to the *public*, and owned or operated by a non-profit group or government agency.”

It is the private nature of the Sailing Club that differentiates its club house from that of a community hall otherwise permitted in the zone, although activities taking place therein are often similar.

Siting

The general provisions for maximum height of a building apply (7.6 m). 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: 3 m |
| (2) Rear lot line: 7.5 m | (4) Exterior side lot line: 4.5 m |

Site plan submitted by applicant shows that the existing dwelling unit is located within the exterior side lot line setback and one of the Club's sheds is located on a Ministry of Transportation and Highways right-of-way.

Density

The maximum combined lot coverage of all buildings and structures in the R9 zone is 33 percent. Under the bylaw, paving is not considered a structure (Paving is described as “any graded, hardened, and relatively impervious surface covered with materials comprised of asphalt, concrete, masonry, crushed gravel or combinations of them”).

Parking

Automobile parking on the lot is inadequate to meet the parking requirements of Part 7 of the Land Use Bylaw given the uses currently carried out there. For marinas, Part 7 requires 1 parking spot per 20 metres of berths accommodating resident boats plus 1 per 2 employees.

Using a moorage plan provided by the applicant, staff calculate that the Club's approximately 1524 metres of moorage require 76 parking spaces (see wharfage plan attached as Appendix 4). Meanwhile, private clubs under Part 7 require 1 parking spot per 4 seats or 1 per 3.6 m² used by patrons, whichever is greater. The upper floor of the club house is 112 m², suggesting the club house requires approximately 30 parking spaces. The dwelling unit on the property requires an additional 2 parking spaces.

A parking diagram submitted by the applicant shows 80 parking spots on the property (see Appendix 3). In 2012, Islands Trust bylaw enforcement staff deemed this number appropriate for the number of berths at the Club's wharfage facility. However, this calculation did not appear to include parking requirements related to the floor area of the club house or the dwelling unit. In summary, the current volume of automobile parking available on site represents a deficit of at least 20 spaces.

Additionally, under Part 7, both marinas and private clubs are required to ensure that at least 5 percent of parking spaces must be designed for use by the disabled.

Finally, marinas require the provision of bicycle parking at a ratio of one bike parking space per 300 metres of wharfage under Part 7. Private clubs must provide parking at a ratio of one space per 100 m² of floor area. As such, the sailing club must provide at least six bicycle parking spaces.

WATER SERVICING

The Sailing Club is serviced by the North Salt Spring Water District. The proposed rezoning does not entail new development that would change current demand. A referral to North Salt Spring Water District will be made as part of the rezoning application process.

Sewage is discharged into a disposal field on the property. LTC may wish updated records to determine whether the current septic system is adequate to support uses on the lot, or may wish to do so if a marine pump-out station is requested by LTC as a condition of rezoning.

COMMUNITY INFORMATION MEETING(S)

The Salt Spring Sailing Club hosted a community information meeting at the Sailing Club at 7 p.m. on Tuesday, July 28. Club executive members and an Islands Trust planner were available to answer questions. The meeting was advertised on the Salt Spring Exchange and invitations were hand delivered by the applicant to residents of Douglas Road. One resident of the neighbourhood attended the meeting. This community member:

- Assumed the club was planning new/expanded buildings
- Expressed concern about potential size of buildings – concerned that any Sailing Club expansion plus Slegg Lumber expansion would cause serious traffic problems and be detrimental to neighbourhood
- Expressed concern about speed of drivers to and from Club

LTC may consider hosting an open house immediately prior to public hearing when that stage is reached.

RESULTS OF CIRCULATION

Preliminary referral to Ministry of Transportation and Infrastructure has been made with response attached as Appendix 3. Further agency and neighbourhood notification will be undertaken per standard process.

PLANNING ANALYSIS

Staff have identified the following issues:

Parking – As noted above, current parking provision on site does not meet the requirements of all current and future uses on the site per Part 7 of the Land Use Bylaw. Nonetheless, the Club has long operated out of the current facility and the neighbourhood has not—during the course of this current rezoning application—expressed strong concern about parking issues. Despite the fact the neighbours have not commented on the parking shortfall, staff feel it wise to address this issue during the rezoning. Staff have developed the following options for LTC’s consideration:

1) Status quo

The LTC may deem that requiring the applicant to address the parking requirements of Part 7 is unnecessary at the current time

Outcome: The issue would likely return to the LTC for consideration in the future when the applicant seeks additional wharfage, an expansion of the existing club house, or to replace the existing dwelling unit. Staff at that time will notice that parking on site is inadequate to meet all permitted uses and require the applicant to submit a development variance permit application to reduce the required parking spaces to those available. Additionally, if the existing club house or dwelling were to be destroyed, it is conceivable that a future LTC may not grant the parking variance that would be required to enable rebuilding.

2) Tie parking spaces to scale of existing uses on site

LTC may determine that the current parking shortfall is acceptable, but do not wish to exacerbate the problem. Section 3 of the draft bylaw amendment seeks to achieve this by limiting development to that which exists today (see Appendix 1).

Outcome: Staff could not approve an expansion to the existing club house or increase in wharfage without a development variance permit application to vary the parking requirement. However, the sailing club, to its benefit, would not require a variance to rebuild the clubhouse or dwelling unit provided the floor area did not exceed what is currently there.

3) Tie parking spaces to existing uses on site

LTC may determine that the current parking shortfall is acceptable and expansion of the club house or moorage facility will not exacerbate the problem. As such, LTC could include the following provision in draft Bylaw 485:

“Despite the parking requirements of Table 3 in Part 7, 80 automobile parking spaces are required and deemed sufficient where a private boat club parking lot, a private boat club house, and a single-family dwelling occur on a lot simultaneously.”

Outcome: The Sailing Club would not require a development variance permit should it seek to replace/expand the existing club house, increase its wharfage, or replace the existing dwelling.

- 4) Use satisfactory resolution of parking shortfall as a condition of rezoning approval
LTC may wish to see the parking issue addressed by means other than through the bylaw text.

Two possible options developed by staff include:

- Restrictive covenant: LTC could require a restrictive covenant from the applicant that binds the sailing club to a parking management plan that satisfies LTC's parking concerns - for example by ensuring that private functions at the club house do not occur at the height of the sailing season.
- Off-site parking: LTC could forestall rezoning approval until such time as the applicant demonstrates the club has secured sufficient off-site parking to meet the requirements of Part 7.

Staff have not yet inquired whether the Sailing Club meets the disabled and bicycle parking space requirements of Part 7.

- **Neighbourhood/Community Impacts** – Noise, parking spillover and traffic are the most likely neighbourhood/community impacts arising from the present and future use of the subject property. The applicants hosted a community information meeting on July 28. See note above.
- **Scale of future development** – The present club house is a relatively modest building of approximately 230 m² (2400 ft²) and likely nearing the end of its "life." Each 3.56 m² increase in the floor area of the club house would require an additional parking space but there is little room to provide such on the lot (see discussion of parking above).
- **Transportation/Traffic Impacts** – With approximately 190 members, there is potential for the Sailing Club to generate considerable traffic on Douglas Road, which is a relatively narrow residential street. The applicant has indicated the Club intends to install signage at the property exit reminding members to drive slowly on Douglas Road. Additionally, the applicant states that the Club is working with the Ministry of Transportation and infrastructure (MOTI) to install further cautionary signage on the MOTI right-of-way. For its part, MOTI has stated they do not wish to see overflow parking from the Club on Douglas Road without a special events permit and corresponding traffic management plan. MOTI confirmation that its concerns have been addressed could be a condition of rezoning approval.
- **Servicing** – LTC may wish to request a professional report demonstrating the current sewage disposal system on site is adequate for the volume of input received. Staff will refer the rezoning application to North Salt Spring Water District to ensure adequate water is available to support the requested uses.
- **Residential Dwelling** – The existing R9 zoning on the lot permits one dwelling unit. No adverse impacts are foreseen by allowing a dwelling unit in addition to the club house. Should the existing dwelling unit be removed, the size of any future dwelling unit will be constrained by the Club's requirement to meet its parking needs vis-a-vis the moorage facility and club house, as well as the lot's presence in both Development Permit Areas 3 and 6.
- **Marine Environment** – As the proposed upland use is directly related to the Sailing Club's nearshore dock facility, LTC may wish to require that the applicants consider installation of a sewage pump-out facility on the property. Installation of a pump-out facility was

recommended by the Department of Fisheries and Oceans in its response to a 2000 development permit application by the Sailing Club (although DFO did not make the same request when it received a permit referral in 2010). Additionally, Section B.9.4.2.4 of the Salt Spring Island OCP states that the LTC "should require that marinas applying for a rezoning install and operate marine pump-out facilities." Appendix 7 provides a summary of pump-out infrastructure costs as taken from a 2012 environmental consultant's feasibility study for marine pump-out facilities on Kootenay Lake.

Furthermore, to maintain consistency with other recent Salt Spring Island marina rezoning applications, staff recommend the LTC make rezoning conditional upon proof of enrollment and certification in the Georgia Strait Alliances Clean Marine B.C. program. A covenant may be required to demonstrate ongoing enrollment and certification in the program. The applicant states the Club has made preliminary contact with the Georgia Strait Alliance.

The foregoing recommendations are consistent with the Objective B.9.1.1.1 of the Shoreline and Aquatic Use section of the OCP, which is "To protect our marine and freshwater shorelines."

STAFF COMMENTS

Among the objectives of the Residential Neighbourhoods (RN) land use designation is "To continue to accommodate non-residential uses that are compatible with medium density residential use." Staff consider a sailing club house to be sufficiently "compatible" in a neighbourhood where a community hall is a permitted primary use that this rezoning proposal does not require an amendment to the Official Community Plan.

The parking shortfall on the lot is significant given the Sailing Club's uses on the lot. As such, draft Bylaw 485 (Appendix 1) contains wording that both limits future development potential on the lot while at the same time giving certainty to the Sailing Club that they could rebuild at their current scale despite the parking shortfall under Part 7 of the Land Use Bylaw.

While the subject rezoning application focuses on the upland lot, staff believe the application provides an opportunity to ensure that the Salt Spring Island Sailing Club's nearshore operations do not have a detrimental effect on the marine environment going forward. Staff therefore recommend that if LTC wishes to approve the rezoning, that such rezoning be conditional upon installation and operation of a marine pump-out facility and that the Sailing Club obtain certification under the Georgia Strait Alliance's Clean Marine B.C. program. As the proposed bylaw amendment is not yet near adoption, staff recommend the applicant reports back to LTC with the results of an investigation into pump-out facility installation and Clean Marine membership.

RECOMMENDATIONS

1. THAT Salt Spring Island Local Trust Committee Bylaw No. 485, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 3, 2015," be read a first time.
2. THAT the Salt Spring Island Local Trust Committee refer Bylaw No. 485 to public agencies and First Nations for comment.
3. THAT the Salt Spring Island Local Trust Committee encourage the applicant of SS-RZ-2015.1 (150 Douglas Road) to investigate, prior to public hearing, enrollment and

certification from Clean Marine BC and the installation of a sewage pump-out facility, and to report back to the Local Trust Committee with the results of those investigations.

4. THAT the Salt Spring Island Local Trust Committee direct staff to work with the applicant to ensure that the disability and bicycle parking requirements of Part 7 of Land Use Bylaw No. 355 are met prior to adoption of Bylaw No. 485.

Respectfully submitted by:

_____ Jason Youmans, Planner 2	October 15, 2015 _____ Date
Concurred by:	
_____ Stefan Cermak Regional Planning Manager	October 15, 2015 _____ Date

ATTACHMENTS

- A1: Draft Bylaw 485
- A2: Trust Council Directives Only checklist
- A3: Ministry of Transportation and Infrastructure referral response
- A4: SSI Sailing Club wharfage plan
- A5: SSI Sailing Club parking plan
- A6: SSI Sailing Club application submission
- A7: Kootenay Lake pump-out station study (excerpt)

DRAFT

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 485

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW, 1999

The Salt Spring Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Salt Spring Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 3, 2015.”

2. By adding to Subsection 9.9.4 – Exceptions in Particular Locations, the following new Residential 9 Zone Variation (a) – R9(a):

“Zone Variation – R9(a)

(24) The following additional principal *uses* are permitted:

- (a) private boat *club* house
- (b) *parking lot* for private boat *club*.

3. By adding to Subsection 9.9.5 – Special Provisions, the following new regulation:

(1) The following special provision applies to the Residential 9(a) (R9(a)) zone:

- (a) Despite the parking requirements of Table 3 in Part 7, 80 automobile parking spaces are required and deemed sufficient to accommodate the simultaneous siting of a private boat *club* house, a parking lot for a private boat *club*, and a *single-family dwelling*, provided the total floor area of the private boat *club* does not exceed 224 square metres, and the total length of private boat *club wharfage* does not exceed 1524 metres.

And by making such consequential numbering alterations to effect this change.

4. By changing the zoning classification of Lot 1, Section 19, Range 4 East, North Salt Spring Island, Cowichan District, Plan VIP55672 from Residential 9 Zone - (R9) to Residential 9 Zone Variation (a) - R9(a), as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule “A” to Bylaw No. 355 as are required to effect this change.

READ A FIRST TIME THIS _____ DAY OF _____ 20____

PUBLIC HEARING HELD THIS _____ DAY OF _____ 20____

READ A SECOND TIME THIS _____ DAY OF _____ 20____

READ A THIRD TIME THIS _____ DAY OF _____ 20____

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

_____ DAY OF _____ 20____

ADOPTED THIS _____ DAY OF _____ 20____

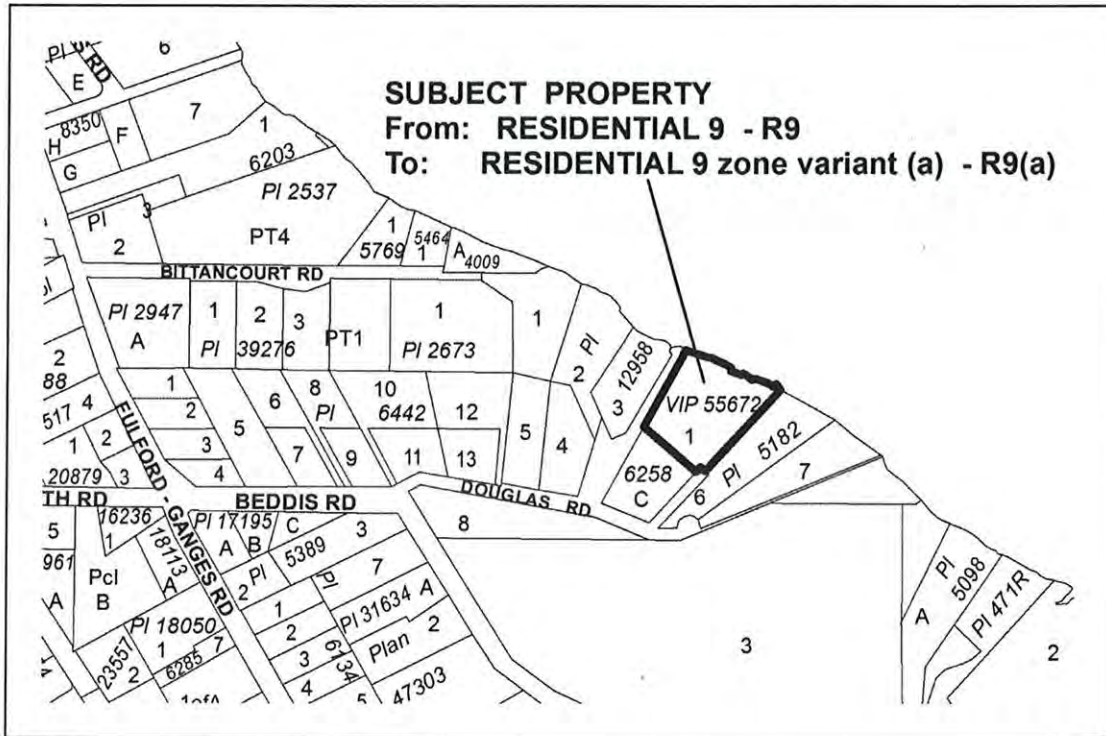
CHAIR

SECRETARY

DRAFT

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 485

Plan No. 1





Islands Trust

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw No. 485

File No: SS-RZ-2015.1

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committee address certain matters in their official community plans and regulatory bylaws and Island Municipalities address certain matters in their official community plans and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECK LIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is **consistent** with the policy from the Policy Statement, or
- ✗ if the bylaw is **inconsistent (contrary or at variance)** with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

Part III Policies for Ecosystem Preservation and Protection

CONSISTENT		NO.	DIRECTIVE POLICY
		3.1	Ecosystems
✓		3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
N/A		3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
X		3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
		3.2	Forest Ecosystems
N/A		3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
		3.3	Freshwater and Wetland Ecosystems and Riparian Zones
N/A		3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
		3.4	Coastal and Marine Ecosystems
✓		3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
✓		3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: Policies for the Stewardship of Resources

CONSISTENT		NO.	DIRECTIVE POLICY
		4.1	Agricultural Land
N/A		4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A		4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A		4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.

CONSISTENT		NO.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture	
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.	
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.	
	4.2	Forests	
N/A	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.	
N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.	
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.	
	4.3	Wildlife and Vegetation	
	4.4	Freshwater Resources	
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.	
N/A	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses	
	4.5	Coastal Areas and Marine Shorelands	
✓	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.	
X	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.	
✓	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.	
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.	

	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

PART V: Policies for Sustainable Communities

CONSISTENT		NO.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities	
N/A	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.	
	5.2	Growth and Development	
✓	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.	
✓	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.	
N/A	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.	
N/A	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.	
	5.3	Transportation and Utilities	
N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.	
N/A	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.	
N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.	
N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.	
	5.4	Disposal of Waste	
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.	

CONSISTENT		NO.	DIRECTIVE POLICY
		5.5	Recreation
N/A		5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
✓		5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A		5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
✓		5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A		5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
		5.6	Cultural and Natural Heritage
N/A		5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A		5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
		5.7	Economic Opportunities
N/A		5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
		5.8	Health and Well-being
N/A		5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

POLICY STATEMENT COMPLIANCE	
	COMPLIANCE WITH TRUST POLICY
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:
X	In the absence of a marine pump-out facility and ongoing membership in the Georgia Strait Alliance's Clean Marine B.C. program, staff do not believe that amending the Land Use Bylaw to allow the Salt Spring Island Sailing Club as a permitted primary use satisfies directive

policies 3.1.5 and 4.5.9.

PRELIMINARY REFERRAL FORM RESPONSE SUMMARY

Approval Recommended for Reasons Outlined Below

Approval Recommended Subject to Conditions Outlined Below

The Ministry supports the rezoning of the subject property with three areas if condition/comment:

- a) Encroachment: The shed encroachment onto the "Ackerman Road" right of way should be corrected. The shed can be removed, or (as it is unlikely this section of right of way will ever be developed for road) the Ministry would be open to review and approval of an Encroachment Permit Application for continued use. The Sailing Club may make an application to the Ministry of Transportation. Liability insurance will be required.
- b) Access: Douglas Road dedication is half width (just over 10 metres, give or take) and thus access road improvement presents challenges. As membership to the club is limited, it is unlikely that there will be a significant increase in traffic flow over the coming years. Thus, the current access and egress location appears sufficient.
- c) Parking: As referenced in the Islands Trust report, there is some concern with overflow parking. All Sailing Club parking needs should be contained on site. The Ministry does not support expansion of parking along Douglas due to the limited availability of the right of way and concerns about maintenance. Historically, 'No Parking' signage has not been effective on Salt Spring Island to due to limited enforcement resources at the RCMP. The Ministry suggests that other options should be explored in the case that a community event presents an increased need for parking. If "overflow" events are infrequent (i.e. 1-2 times a year) the Ministry would be open to issuing a Special Event permit for the Sailing Club to safely manage vehicle and pedestrian movements and parking within the right of way in the vicinity of the club. If the hope is to have more frequent events that draw additional volumes of traffic, permanent parking solutions will need to be arranged.

Salt Spring Island Trust Area
(Island)

J. Wagner
(Signature)

JUNE 25, 2015
(Date)

SS-RZ-2015.1
(Application Number)

DISTRICT DEVELOPMENT TECH.
(Title)

MINISTRY OF TRANSPORTATION
(Agency)



Islands Trust

PRELIMINARY REFERRAL

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

Island: Salt Spring Island Trust Area Application No.: SS-RZ-2015.1 Date: June 02, 2015

You are requested to comment on the attached referral for potential effect on your agency's interests. We would appreciate your response within 30 days.

APPLICANTS NAME / ADDRESS:

Salt Spring Island Sailing Club

PURPOSE OF BYLAW:

To rezone the property from Residential 9 (R9) to an R9 variant that would allow a sailing club house, a dwelling unit, buildings and structures accessory to a sailing club, and parking. The Salt Spring Island Sailing Club has operated from the subject property since 1978. No new construction is proposed at the present time.

GENERAL LOCATION:

150 Douglas Road, Salt Spring Island

LEGAL DESCRIPTION:

Lot 1, Section 19, Range 4 East, North Salt Spring Island, Cowichan District, Plan VIP55672

SIZE OF PROPERTY AFFECTED:

0.83 hectares

ALR STATUS:

No

OFFICIAL COMMUNITY PLAN DESIGNATION:

Residential Neighbourhoods

OTHER INFORMATION:

Please see attached staff report

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 Rezoning Application. A subsequent bylaw referral form may be sent to your agency at a future date.

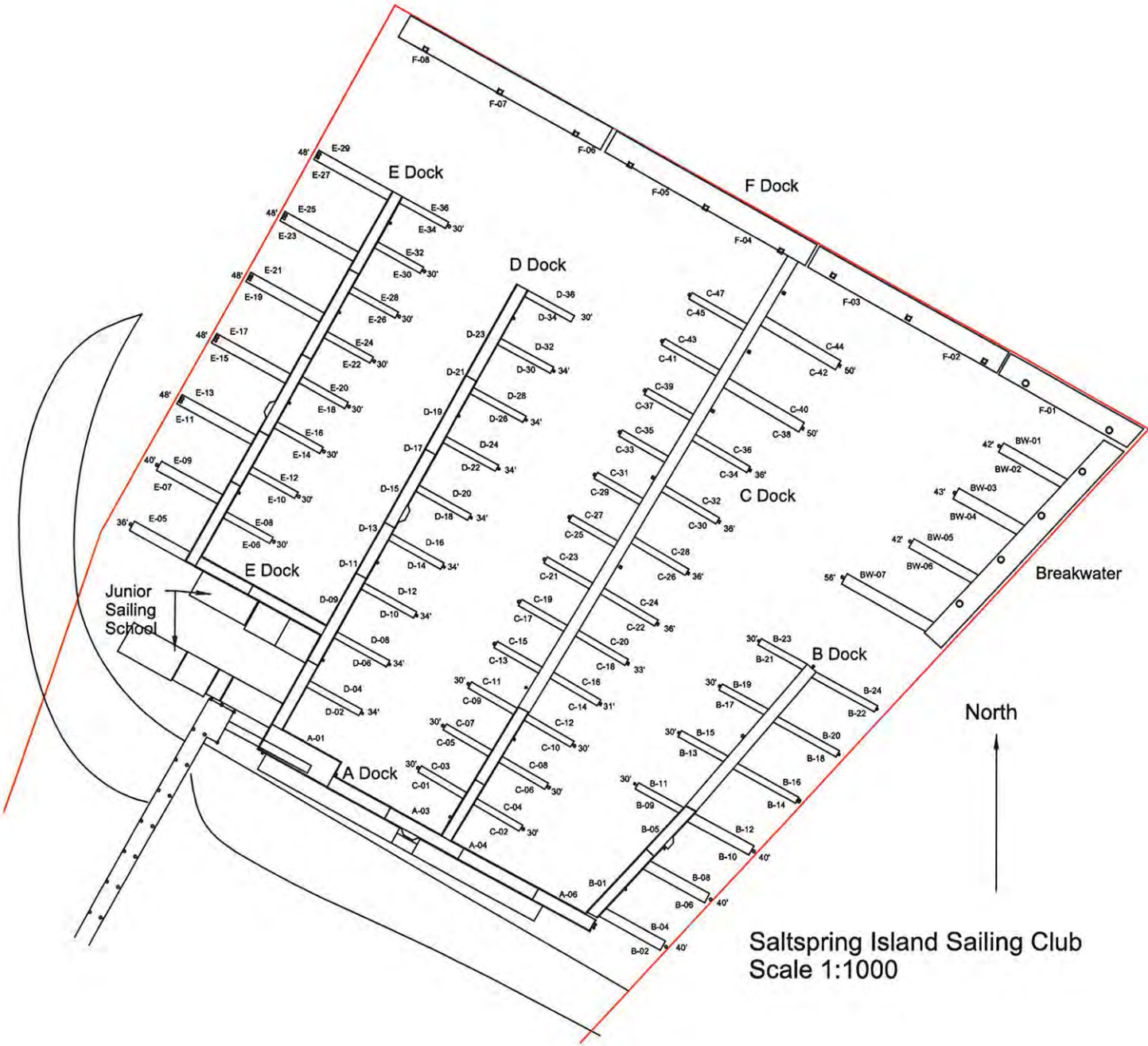
Name: Jason Youmans

Title: Planner 1

This referral has been sent to the following agencies:

Provincial Agencies
Ministry of Transportation & Infrastructure

PLEASE TURN OVER →

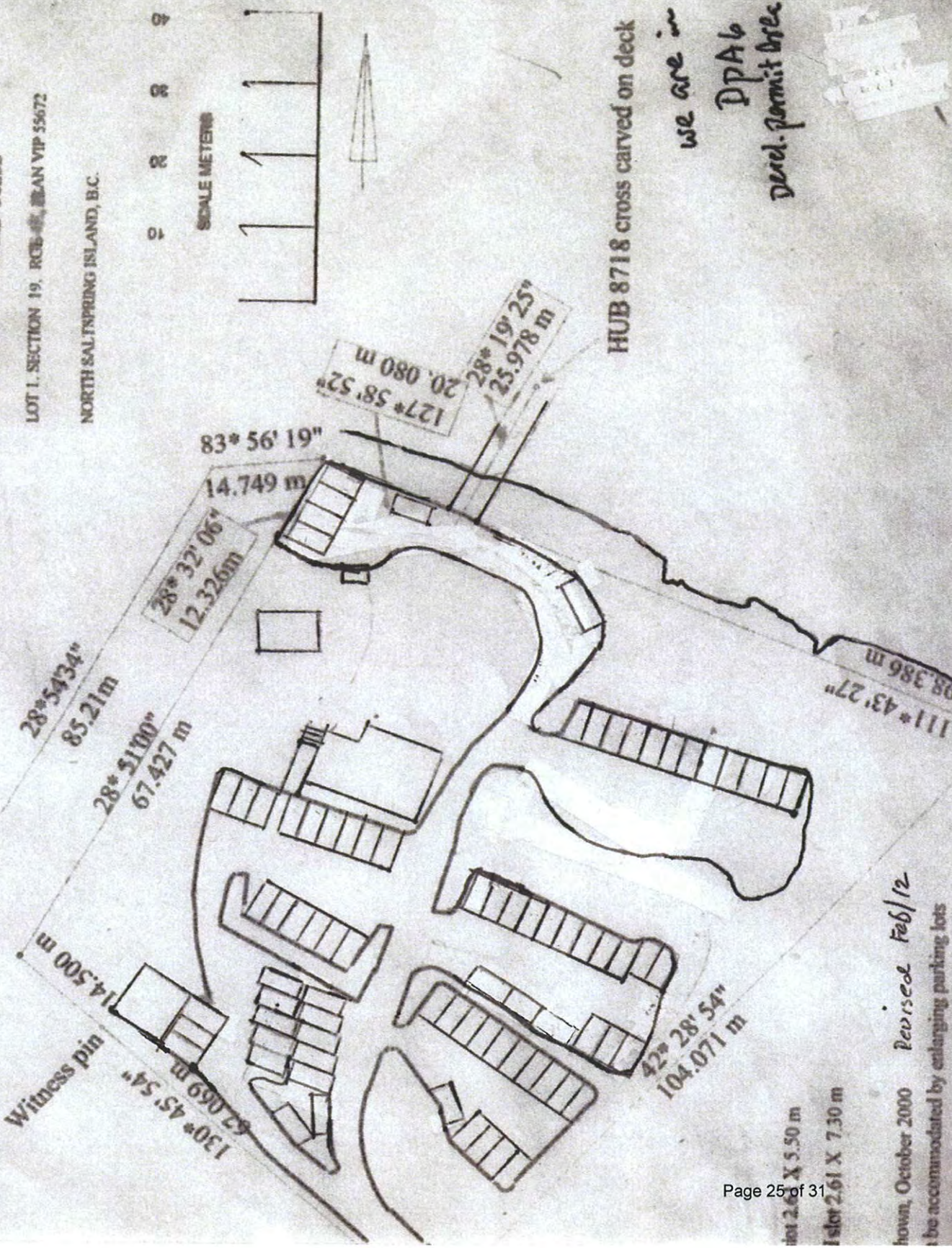


PARKING SLOTS, LOT LINES, DRIVEWAYS, AND BUILDINGS

SALTSPRING ISLAND SAILING CLUB

LOT 1, SECTION 19, RCBC #8, DEAN VIP 55672

NORTH SALTSPRING ISLAND, B.C.



SCALE METERS

HUB 8718 cross carved on deck

we are in

*DDA 6
Devel. permit break*

Section 9 to Bylaw Amendment Application

The Salt Spring Island Sailing Club is a non-profit society which has operated for many years on Salt Spring Island. Originally, the Club operated out of what is now the Royal Vancouver Yacht Club site and docks on Old Scott Road.

In March of 1978 the club purchased Lot A from the Sporty Bait Fishing Co. Ltd. Since then the Club has operated from the subject premises continuously. In September 1989 the Club purchased Lot B, which comprises the second half of the property on Douglas Road. In February 1993, with the consent of the Island's Trust and the CRD, the two lots were merged and became the current legal description subject of this application. The total area of the two combined lots is 2.06 acres.

Adjacent to the subject property is a water lot lease held by the club upon which are constructed the docks for members and guests. A development permit was obtained in 2011 with the concurrence of the Island's Trust and the CRD for the required component of a comprehensive renewal and redevelopment of the marina docks. This development has been completed, largely with member volunteer labour. The water lot lease is zoned S4, which permits the operation of the docks and prescribes that the adjacent upland property, which is the property at issue, must fulfil certain requirements, including prescribed parking. All the water lot and upland requirements of the S4 zoning have been achieved and are in accordance with the development permission given by the Islands Trust and the CRD for the water lot lease. Clearly the water lot and upland use is expressly permitted by the S4 zoning.

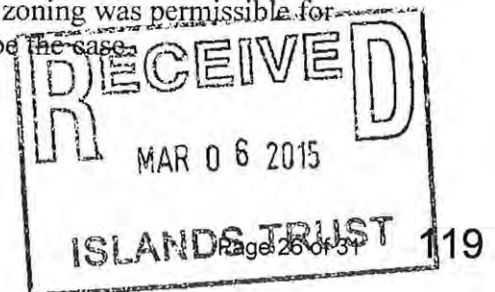
The upland property contains an A-frame residence, rented to an elderly, long term tenant, a club house that was formerly a residence that has been minimally adapted for club use to include basic kitchen, rudimentary washroom, storage facilities, a deck and a place where club meetings are held. There are two, one smaller and one larger, storage sheds.

The original zoning of the subject property as of January 13, 1971 under Bylaw 66 was "Rural Zone." This permitted a variety of uses including "one family and two family dwellings", "community halls", "seasonal cottages", places of "outdoor recreation" and a "seasonal cottage."

The zoning was changed by Bylaw 123 on June 5, 1985 to Rural Residential 3 zone. That zoning permitted "one family dwelling", "seasonal cottage", "community halls", "outdoor non-commercial recreation facilities compatible with a residential area" and other things.

The current Bylaw 355 was enacted on June 28, 2001 which permitted "single family dwellings", "two family dwellings", "community halls", "non-commercial outdoor active recreation" and "seasonal cottages."

When the zoning was put in place for the foreshore lease of - S4 - it was manifestly thought by all, namely the club officials, the Trust and the CRD, that the R9 current zoning was permissible for the operations of the Club on the upland parcel. That still may well be the case.



The Club however out of an abundance of caution seeks a variance of the R9 zoning to add one additional express permitted use: namely the operations of the Salt Spring Island Sailing Club so as to remove all doubt as to the legality of current use by the club. We believe this is a minor and entirely reasonable variance in that the club house is used in a manner not materially different from a community hall, which is a permitted use in R9 zoning, and the club's reason for existence is the promotion of active outdoor recreation, which is also a permitted use in R9 zoning.

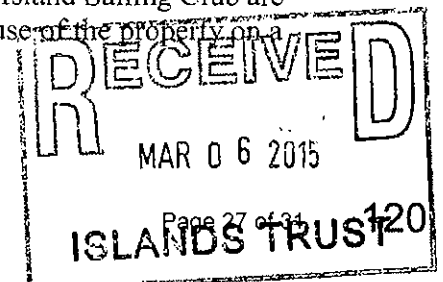
There are no plans to further develop the property, or to expand club membership. The club has, and has had for many years, approximately 190 regular members. We have a by-law which limits regular membership to 200, as we feel that is an appropriate number to maintain the ambiance and small club feel. We are also proud of the fact that we consider ourselves to be a sailing club as opposed to a yacht club, and that our membership reflects the demographic of Salt Spring Island. Our members include young families with limited means and retirees on fixed incomes. A love of boating and a willingness to volunteer in the operation of the club, as opposed to financial wellbeing, is the main criteria for membership. We are a self-help club that is able to keep membership dues and moorage fees very reasonable because of our volunteer ethic.

The Sailing Club, in addition to providing moorage and club activities for Salt Spring Island residents, also provides sailing lessons at a discounted, subsidized rate throughout the summer to island youth. In 2013 there were 97 students and in 2014 there were 114 students that learned to sail through the club run sailing school. We are good corporate citizens of the island and we hold two major racing events which take place over two weekends in the year. The first being the Round Saltspring Race and the second being the Vendee Saltspring race. We also host a range of radio controlled sailboat events, including the International One Metre Western Canadian Championships. These events attract boaters and other tourists to the island and positively contribute to the island economy and atmosphere. As well there are bi-weekly sailing races in the winter and weekly sailing races in the summer that are open to island residents and visitors, and other events that add to the culture and enjoyment of the Island.

The Club is active in encouraging its members to be environmentally sensitive, to be clean and green boaters, to avoid discharge of noxious substances, to use only environmentally sensitive cleaning and anti-fouling materials on the Club boats and will continue to do so. The club has invested in and has installed on the docks a spill kit so that we can react if there is a fuel spill in the marina or the surrounding waters. We have a tidal grid so members can replace propellers or zincs and do visual inspections of their boats, but in order to protect the marine environment we post and enforce a prohibition against cleaning of the bottoms of boats while on the grid.

The Club activities and use of the property, which have been constant and unchanging for many, many years, were obviously considered and, it appears, thought appropriate for the water lot zoning, the issuance a development permit and for the ongoing use of the upland lots for club purposes since 1978 and which have continued without change.

The application for variance of the zoning is intended to confirm and make express that which has been patent for many years: namely that the operations of the Salt Spring Island Sailing Club are in accordance with the extant zoning, the community and the reasonable use of the property on a historic basis.



Kootenay Lake Sustainable Boating Sewage Pump-Out Project

7 INVESTMENT

The investment required for each of these pumps varies depending on the manufacturer, the model and the additional features required. Diaphragm pumps range in price from ~\$3000-\$6000; peristaltic pumps range in price from ~\$6000- \$11,000; vacuum pumps range in price from ~\$7000-\$13,000 and the portable dump stations with ejector pumps start at \$3100. Table 3 below provides cost estimates for specific models.

Table 3: Pump Costs

Pump	Description	Supplier	Cost (not including taxes or shipping)
Stationary Series 175 Diaphragm Pump	0.75HP 115/230 Volt. Includes 30' of hose. Capable of pumping 20-25 gallons /min with up to 20' suction. Can add a wand adaptor for portable toilets	KECO	\$5800
Portable Diaphragm 510 Series Pump	55 gallon and 35 gallon tanks available. Includes a 30' suction hose.	KECO	\$5800
Edson Model 120 Diaphragm Pump	40 GPM. Capable of pumping 15'. No hoses included. Hoses are ~ \$500-\$1000 depending on length.	Edson	\$3000 (no hoses) \$3500-\$4000 (including hoses)
Peristaltic 3HP M40 Pump	20-45 GPM. 208-480 volt. Includes 30' of suction hose.	KECO	\$10,800
Edson 1 HP Vacuum Pump	30 GPM. Suction lift of 25'. No hoses included. Hoses \$500-\$1000.	Edson	\$9000
Portable Toilet Dump-out Station	Basic molded fiberglass construction with UV inhibitors and ejector pump.	KECO	Starts at \$3100

In addition to the pump out station, if a septic field or city sewer is not available to connect to, a septic holding tank will need to be purchased. Septic tanks vary in price depending on the size required. For example a 640 gallon tank costs \$970 and a 750 gallon tank costs \$1200.

Additional costs to consider for the installation of a pump out station are:

- Additional hosing and piping if required.
- Pump out station registration with Interior Health (\$200).

PROPOSED

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 485

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW, 1999

The Salt Spring Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Salt Spring Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 3, 2015."

2. By adding to Subsection 9.9.4 – Exceptions in Particular Locations, the following new Residential 9 Zone Variation (a) – R9(a):

"Zone Variation – R9(a)

(24) The following additional principal *uses* are permitted:

- (a) private boat *club* house
- (b) *parking lot* for private boat *club*.

(25) The following special provision applies to the Residential 9(a) (R9(a)) zone:

- (a) Despite the parking requirements of Table 3 in Part 7, 80 automobile *parking spaces* are required and deemed sufficient to accommodate the simultaneous siting and *use* of a private boat *club* house, a *parking lot* for a private boat *club*, and a *single-family dwelling*, provided the total floor area of the private boat *club* house does not exceed 230 square metres, and the total length of private boat *club wharfage* does not exceed 1524 meters."

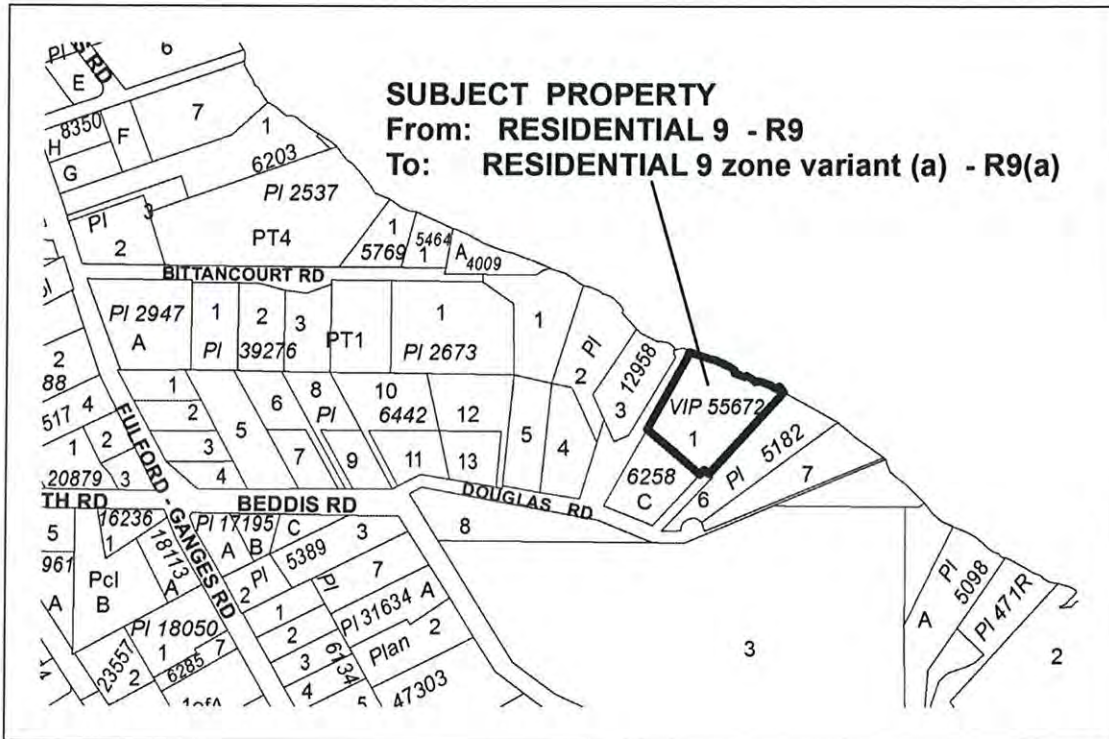
And by making such consequential numbering alterations to effect this change.

3. By changing the zoning classification of Lot 1, Section 19, Range 4 East, North Salt Spring Island, Cowichan District, Plan VIP55672 from Residential 9 Zone - (R9) to Residential 9 Zone Variation (a) - R9(a), as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule "A" to Bylaw No. 355 as are required to effect this change.

PROPOSED

SALT SPRING ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 485

Plan No. 1





October 26, 2015

Kevin Lorette
GM of Planning and protective Services, Capital Regional District
625 Fisgard Street
Victoria, BC V8W 1R7

Dear Kevin,

Please find attached your draft three year service hours and budget plan for the period April 1, 2016 to March 31, 2019. BC Transit makes every effort to provide this information as early as possible to support the local government budget process. This year we had to delay the provision of this information to ensure it reflected the recent changes to the *BC Transit Act Regulations* as outlined in the Minister of Transportation and Infrastructure's October 22, 2015 letter addressed to local government partners.

On February 17, 2015, the Province unveiled its BC Budget with a clear objective to balance the budget. In support of this objective, the Province's operating grant for public transit, as highlighted in the BC Transit Three Year Service Plan, will remain relatively flat for the next three years. As the funding model for transit requires that both provincial and local government contributions work in lock step percentages; the total available contribution from local government will also remain relatively flat.

As the Minister had stated in his May 11, 2015, letter to local governments, the province is committed to investing \$312 million in transit services over the term of the Service Plan. Since that time, BC Transit has been working closely with our local government and provincial partners to identify and develop strategies to ensure this full investment can be maximized to maintain service levels over the Service Plan period.

In support of this effort, the provincial government amended BC Transit's regulations on October 9, 2015 to assist us in achieving this shared vision. Order in Council 594 empowers BC Transit and local government partners to fully utilize the available funding over this three-year period while ensuring every dollar is invested as efficiently and effectively as possible. Specifically, for the next three years, any annual operating savings realized in a system will carry forward to offset anticipated cost increases to maintain service levels in future years. Such an opportunity clearly promotes and rewards a focus on finding all potential operating savings on an individual system basis.

To ensure the full amount of committed funding from both partners is available to support transit service in your system, you will notice a change to your monthly billing process. Effective April 2015, your monthly invoices will reflect the collection of the full amount of the operating costs in the Schedule C budget of the Annual Operating Agreement. Any savings in expenses incurred will be highlighted as being held in reserve to be applied against future year costs. Monthly invoices will continue to provide the same level of detail

.../2

on expenditures. A supplemental invoice for the first quarter (April to June) is also included to capture any savings realized to date.

With regards to your draft three year service hours and budget plan for the period April 1, 2016 to March 31, 2019, you will find attached a summary of key budgetary notes unique to your specific transit system, your draft three year budget, and your lease fee summary. This information will form the basis for the Schedule C in your 2016-2017 Annual Operating Agreement.

Please remember that the information in the budget includes commercially confidential information from our operating company and are subject to protection afforded by the *Freedom of Information & Protection of Privacy Act*. Any reports to Council or Regional Boards, or any discussions which may be made within the public sphere must be limited to four line items showing Revenues, Total Operating Costs, Total Costs and Total Local Government's Share of Costs.

2016-2017 Draft Annual Operating Agreement (AOA) Budget

The following sections summarize the general assumptions used in the development of your 2016/17 budget.

Operating Costs

Fuel, labour and insurance costs represent the largest factors in this category; however, the price of fuel remains the most volatile factor. For 2015/16, lower than anticipated fuel prices are providing most systems with considerable budget savings which will help offset future years' inflationary pressures. Due to uncertainty if, and for how long, these favourable market conditions will continue, fuel is conservatively budgeted at a price of \$1.28 per litre in your 2016/17 budget.

BC Transit systems continue to enjoy cost structures significantly lower than those of industry peers. This is in part a result of our comprehensive contract management framework which supported the renewal of several contracts around the province while maintaining overall service delivery cost increases at or below the rate of inflation.

Maintenance Costs

The three main factors that drive each system's maintenance budget are inflationary increases related to parts and labour, the lifecycle stage of the fleet, and observed maintenance trends. With a significant percentage of the overall fleet being retired over the next four years, vehicles nearing the end of their service life generally experience higher maintenance costs due to the increased risk and frequency of parts failure.

The recent introduction of pooled lease fees by vehicle type and year has successfully eliminated the impact of bus-specific costs incurred in an individual system. Over the course of this year, we will be engaging our partners to explore the option to extend this approach to the overall class of vehicle (e.g. 40' bus) to eliminate the variability between buses of different manufacturers, specifications and age, while ensuring appropriate funds are collected to protect against unanticipated major repairs or replacement.

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Administration Costs

Growing demands for information technology and risk management activities continue to place increasing pressure on support costs. Despite these pressures, BC Transit's shared services model continues to result in transit system costs well below those of industry averages. A recent internal review of all of our service functions has resulted in a further reduction this year in the BC Transit Management Services (BCTMS) line item in your budgets.

Capital Initiatives

In addition to the replacement of approximately half of our fleet, BC Transit continues to implement projects identified through the Enterprise Investment Initiative (EII) following years of consultation with local government partners and subsequent working groups. Among the most significant projects underway is the upgrade of BC Transit's enterprise resource planning system. This upgrade will enable us to more efficiently manage fleet assets through enhanced data collection and reporting capabilities.

Other capital initiatives underway include cameras on buses and the introduction of an innovative automated voice announcement (AVA) system to comply with accommodations for blind passengers. The first phase of cameras on buses was implemented in Kamloops and Victoria with immediate benefits being realized for investigating fraudulent claims and violence against drivers. BC Transit has also played a major role in the development of a new AVA solution currently being piloted in Victoria. The solution is significantly cheaper than those currently on the market and is expected to represent a viable option for BC Transit systems across the province.

An additional layer of technology investment has the potential to assist our efforts in ensuring the effectiveness of transit funding at the route level. Automated vehicle location/dispatching systems (real time information, etc.) provide valuable information in support of this objective. Several local government partners have already expressed their interest to investigate the benefits and costs of investing in this solution in their transit system. In support of this initiative, BC Transit is working to finalize the functional requirements with a goal of releasing a RFP in early 2016. If you are interesting in pursuing this solution in your transit system, or being part of the functional requirements/RFP finalization, we ask that you work with your RTM so that we can develop a notional budget for both capital and operating.

Future Outlook

BC Transit will continue to work with our partners to thoroughly review all opportunities for efficiencies to maintain or enhance base service levels. This undertaking requires close cooperation to identify low and high performing services by route to optimize the available investment in transit and guide future decisions related to the level of service (e.g. cost saving measures, service hour reallocation, and expansion priorities). Your Regional Transit Manager will be contacting you shortly to share observations and opportunities based on the performance of your transit system. Additionally, BC Transit looks forward to implementing any efficiency savings identified through the recommendations of the Crown Review to be completed in early 2016.

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We are confident that the efforts we have undertaken with our partners, combined with ability to utilize and carry forward cost savings (such as fuel), will support our shared objective of protecting transit service levels across the province.

If you have any questions, please don't hesitate to contact myself or your Regional Transit Manager. We welcome the opportunity to review your budgets should you have any questions or require additional information.

Sincerely,



Kevin Schubert
Director, Regional Transit Systems
BC Transit

cc: Regional Transit Managers
Enclosed: System Specific Budget Notes, Detailed 3 Year Base Budget and Forecast,
Lease Fee Summary



System Specific Budget Notes

October 29, 2016
For Salt Spring Island Transit System
Prepared by Myrna Moore, Regional Transit Manager

I am pleased to supplement information provided in the cover letter with details specific to your system's budget. Your attached budgets only include estimated costs and revenues associated with your base (existing) transit services and assume no change in service hours.

While we have prepared your attached projection based on information currently available, there is still some risk associated with cost volatility. Should significant changes occur between receipt of this budget forecast and February 2016, these changes will be reflected in the final budget which accompanies the 2016-2017 Annual Operating Agreement in March 2016.

If you have any questions or concerns, please bring them to my attention in the near future before final preparations are underway for your 2016/17 Annual Operating Agreement.

Budget Notes

The bullets below provide you notes on factors specifically influencing your budget beyond the common cost drivers noted in the cover letter.

- **Service Level**
 - **Revenue Hours** – your 2016-2017 budget forecast reflects the existing 2015-16 base service level.
- **Revenue**
 - Assumptions for revenues related to Farebox Cash and Tickets & Passes are based on the most current information and trends.
 - BC Bus Pass revenue directly reflects information provided by the Ministry of Social Development and Social Innovation.
- **Operations**
 - **Fixed and Variable Hourly Costs** – increase based on rates as per Year 2 of the contract extension with the current Operating Company.
 - **Fuel Costs** – A fuel price of \$1.28 per litre for diesel fuel has been assumed along with an inflationary projection of 5% in future years.
- **Maintenance**
 - **Maintenance** – maintenance budget reflects the replacement of the current fleet of Ford Polars with 4 gasoline ARBOCs in Spring 2016.
 - **Accident Repairs** – a contingency for repairs related to incidents, such as accidents or vandalism, that are within, or reflect, the deductible amount.
- **Lease Fees**
 - The Lease Fee budget increases are primarily due to the replacement of the current fleet of Ford Polars with the gasoline ARBOCs, anticipated to occur in the Spring of 2016.
 - Also, note that the PTIP funding expired in March 2015.
- **Reserve**

-
- The reserve amount shown at the bottom of your budget reflects the difference between budget and the updated forecast for actual operating costs. In subsequent years, the reserve amount may be used to supplement the available funding to address inflationary pressures. Where the combined total of available funding and the reserve are not sufficient to cover total costs, you will note a negative amount in the reserve. In this case, it will be necessary to ensure that either sufficient savings are realized or appropriate efficiencies have been identified and planned for.

From: Moore, Myrna
Sent: Monday, November 16, 2015 11:34 AM
To: Karla Campbell (kcampbell@crd.bc.ca); Tracey Shaver (TSHAVER@crd.bc.ca)
Subject: Salt Spring Island 3 year Budget information

Hello Karla and Tracey:

Here is the wording taken from the cover letter that goes out with the three year budgets pertaining to the release of budget information.

While it is understood that the financial information contained within this budget is needed for your budget planning purposes, it is important to note that the costs outlined in the budget contain commercially confidential information from our operating company and are subject to protection afforded by the Freedom of Information & Protection of Privacy Act. Any reports to Council or Regional Boards, or any discussions which may be made within the public sphere which contain costs associated with the provision of transit services must be limited to four line items showing Revenues, Total Operating Costs, Total Costs and Total Local Government's Share of Costs.

As such we can provide the following figures taken from the 2016/17 – 2018-19 Three Year Budgets for Salt Spring Island:

Service	2016/17	2017/18	2018/19
1. Total Revenue	\$194,540	\$194,540	\$194,540
2. Total Operating Costs	\$505,088	\$518,008	\$569,155
3. Total Costs	\$608,537	\$623,943	\$676,946
4. Total Local Gov't Share	\$342,406	\$351,004	\$362,972

Myrna Moore
Senior Regional Transit Manager,
Vancouver Island Coastal
Municipal Systems
Phone: (250) 995-5612
Myrna_Moore@bctransit.com





October 23, 2015

Re: Changes to monthly invoices

To whom it may concern,

While BC Transit makes every effort to provide your monthly invoices in a timely fashion, some recent events caused a delay in our ability to do so. This year we had to delay the provision of this information to ensure it reflected the recent changes to the *BC Transit Act Regulations* as outlined in the Minister of Transportation and Infrastructure's October 22, 2015 letter addressed to your Mayor. While a detailed letter will accompany the Three Year Budget addressed to your community's transit contact, I am providing you this information for your understanding as it relates to your monthly invoice.

On February 17, 2015, the Province unveiled its BC Budget with a clear objective to balance the budget. In support of this objective, the Province's operating grant for public transit, as highlighted in the BC Transit Three Year Service Plan, will remain relatively flat for the next three years. Since that time, BC Transit has been working closely with our local government and provincial partners to identify and develop strategies to ensure this full investment can be maximized to maintain service levels over the Service Plan period.

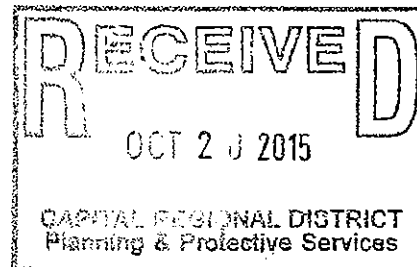
In support of this effort, the provincial government amended BC Transit's regulations on October 9, 2015 to assist us in achieving this shared vision. Order in Council 594 empowers BC Transit and local government partners to fully utilize the available funding over this three-year period while ensuring every dollar is invested as efficiently and effectively as possible. Specifically, for the next three years, any annual operating savings realized in a system will carry forward to offset anticipated cost increases to maintain service levels in future years.

To ensure the full amount of committed funding from both partners is available to support transit service in your system, you will notice a change to your monthly billing process. Effective April 2015, your monthly invoices will reflect the collection of the full amount of the operating costs in the Schedule C budget of the Annual Operating Agreement. The variance in Actual to Budget for Total Operating Expenditures will be held in reserve and applied against future year costs. A supplemental invoice for the first quarter (April to June) is also included to capture the variance in Operating Expenditures during this period.

If you have any questions, please don't hesitate to contact myself or your Regional Transit Manager.

Sincerely,

Kevin Schubert
Director, Regional Transit Systems
BC Transit
cc: Regional Transit Managers



Salt Spring Island Transportation Commission 2016 PUBLIC MEETING DATES

Meetings are generally held on the 4th Monday of each month from 4 – 6pm,
 at the Portlock Park Meeting Room located at 145 Vesuvius Bay Road

Month	Date	Day	Public Meeting
January	25	Monday	4-6 pm
February	22	Monday	4-6 pm
March * Monday Stat	29	Tuesday	4-6 pm
April	25	Monday	4-6 pm
May* Monday Stat	24	Tuesday	4-6 pm
June	27	Monday	4-6 pm
July	25	Monday	4-6 pm
August	No Meeting – unless called by Chair		
September	26	Monday	4-6 pm
October	24	Monday	4-6 pm
November	28	Monday	4-6 pm
December	No Meeting – unless called by Chair		