Making a difference...together

SALT SPRING ISLAND TRANSPORTATION COMMISSION
Notice of Meeting on **Monday, June 27, 2016 at 4:30 PM**
Portlock Park Meeting Room, 145 Vesuvius Bay Road, Salt Spring Island, BC

Wayne McIntyre	Nigel Denyer	Robin Williams	Gregg Dow
Ross Simpson	Seth Wright	Rod Martens	Scott Simmons

(r) Regrets

AGENDA

1 **Approval of Agenda**

2 **Adoption of Minutes of May 24, 2016**

3 **Presentations/Delegations**

- **3.1 Dan Ovington, Manager, SSI Parks and Recreation-Playing Fields Project**
- **3.2 Greg Klassen, Public Art Project**

4 **Reports-Chair and Director**

5 **Outstanding Business**

- **5.1 Speed Limits- Commissioner Simmons**
- **5.2 Scooter Mobility-Commissioner Denyer**
- **5.3 North Ganges Transportation Plan-Project update-To be Distributed**
- **5.4**

6 **New Business**

- **6.1 Memo dated May 10, 2016 re: 2016 Transportation Pathway Maintenance Report**
- **6.2 Alternative Energy Awards-Commissioner Williams**
- **6.3 Email dated June 14, 2016 re: BC Transit schedule request-G. Richer**
- **6.4 Islands Trust Bylaw 492 –Technical Land Use Bylaw Update**
- **6.5**

7 **Next Meeting Monday July 25, 2016, Portlock Park Meeting Room**

8 **Adjournment**

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

Making a difference...together

Minutes of the Regular Meeting of the Salt Spring Island Transportation Commission Held May 24, 2016, Salt Spring Island Public Library, 129 McPhillips Ave, Salt Spring Island, BC

DRAFT

Present: **Commission Members:** Robin Williams (Chair), Scott Simmons, Gregg Dow, Seth Wright, Rod Martens (4:36 pm), Nigel Denyer, Ross Simpson
Staff: Keith Wahlstrom, Manager, Salt Spring Island Engineering and Acting Senior Manager; Tracey Shaver, Recording Secretary
Absent: Director McIntyre, Karla Campbell

Chair Williams called the meeting to order at 4:30 pm.

1. Approval of Agenda

MOVED by Commissioner Dow, **SECONDED** by Commissioner Wright,
That the Salt Spring Island Transportation Commission agenda of May 24, 2016 be approved with the addition of item 4.3 North Ganges Transportation Project (Rainbow Road Update), and item 5.4 Bus Shelters.

CARRIED

2. Adoption of Minutes of April 25, 2016

MOVED by Commissioner Denyer, **SECONDED** by Commissioner Simpson,
That the Salt Spring Island Transportation Commission minutes of April 25, 2016 be approved.

CARRIED

3. Presentations/Delegations

There were no registered delegations.

The Commission watched a short video on YouTube regarding Salt Spring Island and Electric Cars.

Jan Slakov spoke to the upcoming "Bike to Work Week" and the planned celebrations.

4. Reports-Chair and Director

4.1 Director's Report-none

4.2 Chair's Report- Chair Williams was in Montreal and reported on the "Bixi" program of a public bike system.

4.3 North Ganges Transportation Project (Rainbow Road Update)

- Commissioner Denyer requested a monthly written update on the entire project as outlined in the approved Project Management Plan.
- The current section of the NGTP under construction is a straightforward gravel pathway, which runs from the indoor pool site to the corner of Windsor Plywood.

- Sections of the NGTP, which are further down Rainbow Road, are pending a drainage report from the Ministry of Transportation and further engineering study of the corner intersection of Lower Ganges and Rainbow Road.

5. Outstanding Business

5.1 Harbour Authority Salt Spring Island, follow up from the delegation at April 25, 2016 meeting.

General discussion of the community predicament regarding the use and control over the portion of property identified as Manson Road.

Generally agreed to defer item to the June 27, 2016 meeting.

5.2 Islands Trust Bylaw Amendment 491-"Salt Spring Island Use Bylaw, 1999, Amendment No 2, 2016" to rezone four properties abutting a proposed Ganges Harbour Boardwalk.

General discussion of the area targeted for rezoning.

MOVED by Commissioner Denyer, **SECONDED** by Commissioner Simmons,
That the Salt Spring Island Transportation Commission approves the recommended rezoning bylaw subject to conditions outlined as: 1- further consideration of parking limitations; 2- further considerations of potential conflicts with the North Ganges Transportation Plan pertaining to the intersection of Rainbow Road and Lower Ganges Road.

CARRIED
Commissioner Simpson opposed

5.3 Speed Limits

General discussion on speed limits Island wide with focus on the Ganges Downtown Core. Consideration of a 30 kilometer per hour zone being recommended and identified by area map. Commissioner Simmons to investigate and provide a motion for consideration to the June 27, 2016 meeting.

5.4 Bus Shelters

General discussion on the status of a design build competition for the next bus shelter. Commissioners Wright and Williams are leading the project and invited committee members who were part of the previous bus shelter competition to participate in this process. The commission generally agreed to re-consider the location of the next artistic shelter and to move forward with a basic design build for the Heritage Place location with a completion date of October 2016.

MOVED by Commissioner Martens, **SECONDED** by Commissioner Simmons,
That the Salt Spring Island Transportation Commission allocate $10,000 toward a basic design build bus shelter for the location identified as Heritage Place, which utilizes the existing concrete retention wall in the structural design and is usable by October in anticipation of the rainy season.

CARRIED

6. New Business

No new business.

7. Next Meeting:

Monday June 27, 2016 at the Portlock Park Meeting Room located at 145 Vesuvius Bay Road and starting at 4:30 PM.

8. Adjournment

MOVED by Commissioner Dow, **SECONDED** by Commissioner Simpson,
That the meeting be adjourned at 6:17 pm.

CHAIR

SENIOR MANAGER

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EXECUTIVE SUMMARY

1. BACKGROUND:
The Capital Regional District (CRD), has applied to the ALC for approval of a "Non-farm Status" designation at 181 Brinkworthy Road. The ALC has referred the application to the LTC for review and comment. The CRD has also submitted applications to the LTC to amend the OCP and Zoning bylaws to permit the Park use.

The CRD is requesting that the LTC:

- Advise the ALC that it supports the application for non-farm status as revised in this submission; and,
- Proceed with the referral of the bylaws to amend the OCP and Zoning bylaw.

In proposing the Park, the CRD is responding to a significant community demand. It has, in good faith, invested considerable funding to find a useable property that was for sale, to secure that property, and meet the requirements of the development process.

The CRD has addressed the community and LTC concerns and requests. The CRD is now requesting that the applications proceed; it is anxious that if the applications do not proceed now, it will not be possible to complete the OCP and rezoning process prior to the end of 2016, in which case the project may fail "by default".

a. Summary of LTC Directions:
The CRD submitted the planning applications in the fall of 2015. Islands Trust staff reported to the LTC on the applications in December, 2015, and again in March, 2016.

In summary, the LTC has required that the CRD submit:

- A revised application "for benefit to local agriculture" and consistency with OCP policies, and to consult with the community on mitigation of potential impacts;
- A parking and traffic demand analysis and plan;
- A stormwater drainage plan;
- A landscaping and site works plan; and,
- A water demand and supply analysis and plan.

The LTC also requested that the CRD carry out community engagement with the recognition that Brinkworthy residents are major stakeholders, with regard to mitigation of potential impacts and possible alternatives to the plan for the park.

b. Response To LTC Resolutions:
The CRD has undertaken the requested studies and consultation processes, plus additional due diligence studies. This Executive Summary is a very brief overview of the conclusions of the studies. The full CRD submission that follows provides a complete review of the consultation process and studies; copies of all of the studies are attached.

The full submission also provides draft bylaws to amend the OCP and Zoning Bylaw that the CRD has had prepared. These draft bylaws (Attachments A and B) include

the commitments made by the CRD to the design and development of the Park and to benefit agriculture.

2. **THE CONSULTATION PROCESS**:

The CRD hired an independent consultant to facilitate the consultation process, with a view to working with the three key stakeholders both independently and collectively:

- the agricultural community,
- residents adjoining the proposed Park, including Brinkworthy Place; and,
- sports associations.

The report from the independent facilitator is attached to the full submission as a separate report (Attachment C).

a. The Agricultural Community:

Representatives of the various agricultural organizations did agree to meet with the CRD. The CRD had hoped to gain their input on alternative ways in which the CRD could "benefit local agriculture" as part of the planning and operation of the Park. The representatives at the meeting:

- declined to support any of the suggested initiatives;
- rejected any consideration of support of the "non-farm" status; and,
- declined to meet again with the CRD or with the other stakeholders.

Notwithstanding the position of the agricultural community, the CRD is proposing a number of "benefits to agriculture", and has put forward recommendations to minimize any impact on the ALR on Salt Spring Island.

b. Brinkworthy Road and Brinkworthy Place Residents:

The CRD held an open house and meeting and a second, follow up meeting at Brinkworthy Place:

- At the first meeting, preliminary park designs were presented for community comment; and,
- The second follow up meeting was held to present plans that had been further revised to reduce the proposed number of playing fields to three ball diamonds, provide additional buffering for Brinkworthy Place and other residents, illustrate other amenities such as the pathways, and address questions that had been raised at the first meeting.

Representatives of Brinkworthy place were also invited to meet with the CRD and sports association representatives, but they did not attend. The CRD's objective was to establish an ongoing working relationship between the sports associations and Brinkworthy residents so that any future "operational" issues could be most effectively managed. Significant amendments to the Park design have been made to address input from the adjoining community.

c. Sports Associations:

The CRD met on two occasions with the sports teams to review the proposed park plans, and discuss the need to mitigate any impacts on Brinkworthy Place and other adjoining residents on an ongoing basis.

The sports teams are supportive of the plan, and committed to work with the residents on an ongoing basis.

3. STUDY OUTCOMES:

a. **Traffic and Transportation Study,** Attachment D. The study includes the following recommendations and conclusions that are reflected in the design of the Park and related amenities:
   i. The Brinkworthy Road right of way is sufficient to accommodate, without a need for widening, a separated pathway between the Park and Lower Ganges Road that will accommodate pedestrians, bicycles, and scooters.
   ii. That to avoid the potential for any parking on Brinkworthy, 30 parking and four loading spaces should be provided for each playing field (the Zoning Bylaw currently requires 10). In addition, overflow parking will be provided, beginning with 30 spaces in Phase 1 while experience with actual demand is acquired.
   iii. That the intersection at Brinkworthy Road and Lower Ganges Road will operate at "excellent" and "satisfactory" levels when the Park is developed.
   iv. That fire and emergency access will not be a concern.
   v. An option to provide access to Upper Ganges Road was explored, but the intersection at Upper Ganges road was determined to be unsafe.
   vi. There is a possibility of accessing Norton Road, but that option will depend upon the development of the intervening property.

b. **Environmental Due-Diligence Report,** Attachment E: The report includes the following recommendations and conclusions:
   vii. No plant or animal species at risk were identified
   viii. No occupied owl nests, and no large nest for herons or other species were found.
   ix. There was no evidence of a heronry, which had been reported.
   x. Neither the forest or hayfield ecosystems are classified as sensitive or at risk.
   xi. Additional field investigation should be undertaken prior to development to ensure no migratory birds are visiting the site, or flowering species at risk occur.

c. **Engineering Services Study,** Attachment F. The Study includes the following recommendations and conclusions that are reflected in the design of the Park:
   xii. It may be most efficient to install a stormwater detention/irrigation pond; a pond of approximately 2000 square metres will be sufficient.
   xiii. Capturing this amount of water should not have any impact on neighbouring properties, and should help to reduce the problem of 'flash flooding' in the Ganges Watershed and control the run-off currently occurring on Brinkworthy Place.
   xiv. The best location for the pond is in the low point in the south/central area.
   xv. Water used for irrigation can be captured and reused.

d. **Phase 1 Groundwater Supply Investigation,** Attachment G: The study includes the following recommendations and conclusions that are reflected in the design of the Park:

xvi. The "domestic supply" will be provided through the NSSW connection currently existing on the property. CRD staff have confirmed with the NSSW that using the water for this purpose will not be an issue.
xvii. There is a good probability that one or more wells on the property could generate sufficient water for irrigation (12,000 litres/day), but well test pumping is needed to confirm flows and the impact on neighbouring properties.
xviii. The CRD is proposing to use the stormwater pond option for irrigation. If during detailed design it is determined to be desirable to consider using some well water, the CRD will complete the required studies. The CRD is prepared to enter into a restrictive covenant to this effect (Attachment H).

e. **Preliminary Archaeological Field Reconnaissance,** Attachment I. The study recommends that:
xix. No further preliminary archaeological inventory or impact assessment study under a provincial permit is necessary.
xx. If any buried archaeological features are discovered during construction, all work should stop, pending determination on how to best proceed.

f. **Preliminary Conceptual Plan, Phase One Development, and Preliminary Conceptual Plan, Full Park Development,** Attachments J and K:
Based on the community consultation process and the studies, the CRD is proposing: changes to the original program planned for the Park; improvements to the design; and provision of a number of amenities. A conceptual plan for Phase 1 development and a plan illustrating full build out of the Park have been prepared. The highlights of the Plans include:

Park Design:
xxi. Build out of the Park is limited to three ball diamonds; the proposed soccer field has been removed from the Plan.
xxii. The Park is designed to keep the option open of moving the Park access east to Norton Road if the opportunity arises in future.
xxiii. Park design allows for additional parking to be added if necessary.
xxiv. Park design allows for occasional overflow parking.
xxv. The Design allows for ongoing agricultural use during Phase 1, when only one diamond has been developed, until such time as future Phases are constructed.
xxvi. A minimum 10 metre buffer is provided around the perimeter of the Park to ensure separation from both agricultural and residential uses.
xxvii. It is not proposed to light the playing fields.

Adjoining residences will be buffered:
xxviii. Parking is all located on the northern edge of the Park, as far as possible from residential properties.
xxix. The entry to the park is moved as far north as possible, away from the residence adjacent to the southwest corner.
xxx. The water storage / irrigation pond will be used to add to the buffering distance from Brinkworthy Place.
xxxi. Ball diamonds are all moved as far north as possible, well away from Brinkworthy Place.

xxxii. An area for potential agricultural education related uses is set aside (specific uses are to be confirmed).
xxxiii. The child's playground area and the Park services building are located along the north edge of the Park.

Additional Amenities:
xxxiv. Access is provided to the stormwater storage pond (for 'model boating enthusiasts', for example).
xxxv. An 'amenity' area is set aside, with specific uses to be determined in consultation with the community.
xxxvi. An "Agricultural Education" area is set aside; with specific programs and uses to be determined in consultation with the community.
xxxvii. A perimeter walking trail is provided.
xxxviii. A trail connecting the Park and Brinkworthy Place to Lower Ganges Road is provided.
xxxix. Potential for links to other trail systems is maintained.

4. BENEFITS TO AGRICULTURE AND CONSISTENCY WITH OCP POLICIES:
The representatives of the farm community did not support any of the suggested benefits to agriculture that the CRD proposed. Currently, the CRD is actively supportive of the Island agricultural community. It remains committed to limiting the impact of the Park and to providing benefits to agriculture. It is hoped that the benefits can be refined with community input as development of the Park proceeds. The CRD is proposing:

i. To offer hands on "agricultural education" programs to youth at the Park that will focus on understanding sustainable farming practices; food security; the "farm ecosystem" (e.g. the importance of protecting bees); where food comes from; and generally address the perceived "disconnect" between farming and the community. The program will not purport to teach youth to be farmers, but to teach them about farming and the importance of farming, to understand the importance of purchasing healthy foods, and encourage and teach them to be gardeners..
ii. To set aside at least 4000 square metres of land to support the educational program described above.
iii. To keep the Brinkworthy site available for agricultural uses after Phase 1 is developed, until such time as full development occurs. In part, this is is to address a concern of the agricultural representatives that hayfields are particularly important on the Island at this time.
iv. To store the topsoil on site in the form of a berm to buffer the Park from Brinkworthy Place, to help maintain the option to restore the site to agricultural uses.
v. To provide a buffer to ensure that no conflicts are generated with adjacent agricultural operations.
vi. To respect the Vision in the OCP to minimize the land removed from the ALR. The OCP for SSI, which was agreed to by the ALC, provides for 4 hectares in the south end of the Island to replace the existing facility which is on 1.7 hectares of ALR land, and 3 hectares of expansion at Portlock Park, which would be on ALR land. Thus, the "vision" for the ALR in the OCP is largely sustained. That is to say, if the current policies in the OCP to designate land in Fulford and adjacent to Portlock are amended to shift those designations to Brinkworthy, then the

outcome for parks and agriculture, with "build out" of the OCP, will be roughly the same.

vii. It should also be noted that in the OCP, the need to maintain ALR lands is clearly balanced with the need to create and maintain a socially sustainable community. These specific policies are noted in the full submission (see Attachment L).

5. CONCLUSION:

The above summary represents the highlights of the CRD response to the community consultation process and to the requests from the LTC. A complete review of the CRD response is included in the full submission which accompanies this report. The full submission includes the report of the independent facilitator, additional explanation and rationale for the proposed park design; and copies of the supporting studies.

G. Ho Engineering Consultants Inc.
Road Safety Solutions

5764 Musgrave Crescent
Richmond, B.C. V7C 5N6

Tel: 604.278.8412

May 21, 2016

Mr. Dan Ovington
Salt Spring Island Manager
Parks and recreation, Capital Regional District
145 Vesuvius Bay Road
Salt Spring Island, BC
V8K 1K3

Dear Mr. Ovington:

Re: TRAFFIC AND TRANSPORTATION STUDY
FOR THE PROPOSED COMMUNITY PARK AT 181 BRINKWORTHY ROAD
SALT SPRING ISLAND, BRITISH COLUMBIA

1.0 BACKGROUND

A community park (the Park) is being proposed on a 6.16 hectares site located on the north end of Brinkworthy Road. The proposed development is currently under review as part of a rezoning application. The details of the rezoning application are outlined in Mr. Seth Wright's report dated February 16, 2016 (the Report) to the Salt Spring Island Local Trust Committee. As part of the application review, a traffic and transportation study is required.

The development site is located on Brinkworthy Road north of Lower Ganges Road as shown in FIGURE 1. The site's frontage is on Brinkworthy Road which is classified as a "Rural Residential" road. Rural Residential roads usually consist of a pavement width of 5.5 m with a right-of-way of 12.0 m and a posted speed limit in the range of 30 to 50 km/h.

Brinkworthy Road and Lower Ganges Road are existing transit routes.

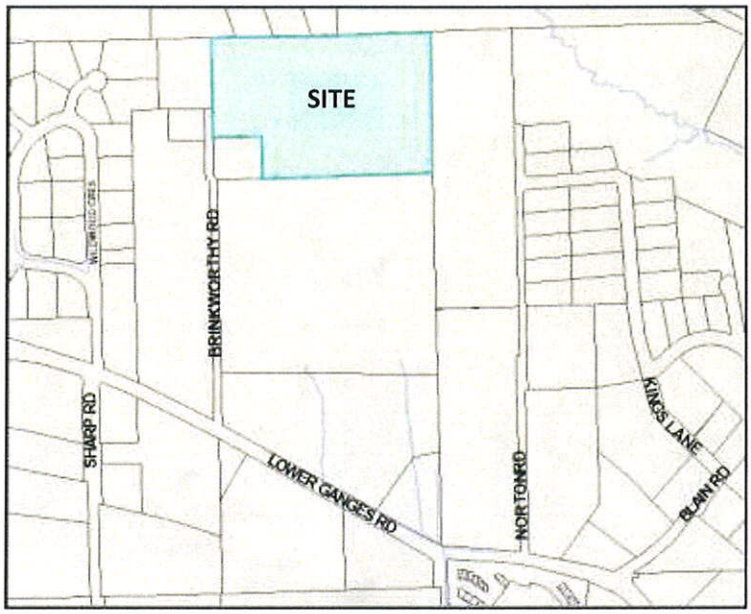

FIGURE 1 – SITE LOCATION PLAN
(Source: Report by Mr. Seth Wright)

As stated in the terms of reference, the purpose of the Traffic and Transportation Study is to:

- "From a due diligence perspective, ensure that it is feasible to serve the site from a transportation perspective, including vehicular, pedestrian, and bicycle traffic, provide sufficient parking, etc."

- "Determine the amount of traffic to be generated, the impact it will have on the neighbourhood, and how any impacts can be mitigated. This information will be integral to the neighbourhood consultation program, which will begin on March 1, and must be completed by May 1."

2.0 THE PROPOSED COMMUNITY PARK

The concept of the proposed park consists of:

- Three baseball diamond fields;
- One multi-purpose field;
- A playground, seniors' amenity, a trail around the park, and other amenities;
- Accessory buildings for washrooms and storage; and
- A gravel-surface parking lot.

It is understood that these fields will be constructed without any lighting and will be used only during daylight hours. At this time, the uses of the multi-purpose site have not been established and the associated traffic generated by it is excluded from this study. Other facilities such as accessory buildings for washrooms and storage are considered an integral part of the fields and will not generate additional traffic by themselves.

The phasing of the development has yet to be established. For the purpose of this study, the impacts of the development traffic were reviewed with the following two scenarios:

- Scenario 1 – One baseball diamond field, access road and parking facilities; and
- Scenario 2 – Two more baseball diamond fields, with additional parking facilities as required.

3.0 PARKING REQUIREMENTS AND TRAFFIC VOLUMES

For each baseball diamond, Salt Spring Island Land Use Bylaw 355, Section 7.1 requires 10 parking spaces for vehicles and two spaces for bicycles. The parking requirement for vehicles may be insufficient for ball games. But conventional traffic and parking generation rates for baseball diamond are unavailable. In this analysis, the fundamental principles of vehicle arrival and departure patterns were used to forecast traffic volumes and the number of parking spaces. Currently Island organizations that will use the proposed fields are:

- Salt Spring Island (SSI) Minor Baseball; and
- Adult Slow Pitch Baseball.

In establishing traffic volumes generated by the proposed ball fields, discussions were held with Mr. Abe Hohn of the SSI Slow Pitch Baseball and Mr. Corey Johnson of the SSI Minor Baseball. The season for the Adult Slow Pitch (Slow Pitch) is from May to July. The Slow Pitch teams practice and play games on Friday and Sunday evenings respectively. Usually 16 players participate for each team. The games usually last two hours. The proposed park is on a bus route and 10 percent of players could take transit. There may be 10 percent of players who may car pool and 20 percent may be dropped off. As well, there may be five fans per team attending the games. It should be noted that traditionally there are whole day events that are held at the beginning and at the end of the season. Usually games will last from mid-morning to mid-afternoon. The traffic and parking requirements for a peak event is analysed in this report.

To accommodate events that may generate additional parking demands, a contingency parking area should be provided. For Scenario 1 with one baseball diamond, 30 percent contingency parking is recommended. The exact amount is difficult to assess without knowing the details of the events but a 30 percent contingency parking is considered sufficient to provide flexibility. This contingency parking could use open grass areas used for open space. It should be on relatively level and firm ground and should be located adjacent to the regular parking areas with good connections to driving aisles for efficient circulation. Temporary parking and directional signs should be prepared and stored so that they can be installed conveniently. The coaches or organizers of the events should be ready to install these signs as the needs arise. Brinkworthy Road's pavement is approximately 5.5 m wide and any parking on the gravel shoulders will hinder through traffic and emergency vehicles. Sufficient on-site parking will eliminate this potential occurrence. For Scenario 2 with three fields, the amount of contingency parking may be less than 30 percent. The exact amount should be based on the observed actual usage of Scenario 1.

Traffic will be generated by players or parents driving their children to the fields. There are many traffic generation scenarios because different age groups will use different travel modes (driving and parking, drop-off, transit, car pool, etc.). In this study, the highest traffic volumes generated by various teams were used for capacity analysis. Typical weekday traffic volumes between 17:00 and 18:00 and Saturday between 11:00 and 12:00 were used. It is expected that if the capacity of the Brinkworthy Road and Lower Ganges Road intersection was adequate during these hours with the park traffic, other time periods will work satisfactorily as well.

Players and parents staying with their children will park their cars. For those who get dropped-off and picked-up, a loading area will be required. Vehicles using the loading area will usually arrive within 20 minutes before game time and will only stay long enough for loading and unloading. Within these 20 minutes, a turnover of 2.5 times of each loading spaces was applied. These spaces should be located in an area of efficient circulation to allow quick turnover.

3.1 Adult Slow Pitch Baseball

For adult slow pitch baseball practices and games on Friday and Sunday evenings, the assumptions are:

- 4 teams will practice for each evening with two teams at 18:00 and two teams at 20:00. There will be a time gap of about 30 minutes for change over.

- There will be a maximum of 16 players per team.
- 2 Coaches and Umpires (other referees are usually players).
- Family members and fans attending will be 5 per team (10 for two teams).
- Total estimated of number of attendance is 16*2+2+10 = 44 persons;
- 10% will car pool.
- 10% will walk, take transit or ride bikes.
- 20% drop-off and pick-up.
- Visiting teams will arrive by boat and be picked up by home team with a 13-seat van.

More fans are anticipated for a Slow Pitch game. The number of parking and drop-off spaces required for games are 32 and 8 respectively. There will be a total of 48 vehicles generated. The forecast traffic volumes and parking space requirements are shown in APPENDIX 1.

3.2 Minor Baseball

There are approximately 125 to 155 members in the minor leagues with age ranges from playing T-ball to Midgets. Experience on the Island has indicated that T-ball practices generate the most vehicles. Parents usually stay with their children during T-ball practices.

For Midgets and similar age team practices and games, players are older and usually car pool (30 percent) and dropped-off (30 percent). These teams practice whenever ball diamonds are free around 18:00 to 20:00 in the evenings during the week and on Saturdays. The season is from May to July, and sometimes extends to August. The coach observed that T-ball generates the highest parking demand and traffic volumes. However, T-ball teams do not compete.

For T-ball, the assumptions are:

- There will be 25 to 30 players.
- Coaches are parents whose children are in the practice.
- Family and fans attending practices is 30% of the number of players attending.
- Total estimated of number of attendance is 30+9 = 39 persons.
- 10% will car pool.
- 0% will walk, take transit or ride a bike.
- 0% drop-off and pick-up.

The traffic and parking generated by a minor team such as Midgets were forecast as well. There are also girls' baseball and softball teams with a total of 30 to 40 members. These teams are assumed to have similar attendance and travel patterns as minor baseball teams.

The number of parking spaces required for T-ball practice is 35, and none for loading. There will be a total of 35 vehicles generated. For minor team baseball games, the number of parking and drop-off spaces is 21 and 14 respectively; and 49 vehicles generated. The forecast volumes and parking space requirements for are shown in APPENDIX 1.

3.3 Parking Requirements

A. Scenario 1 - One Baseball Diamond

For Scenario 1 with one baseball diamond, the parking and loading requirements are 35 and 6 spaces (14 divided by 2.5) respectively. The total of 41 spaces is approximately four times of that required by the Salt Spring Island Land Use Bylaw 355, Section 7.1 (which requires 10 parking spaces). For 30 percent contingency parking for special events, 11 parking spaces and 1 loading space will be required. The parking and loading requirements are shown in TABLE 1. Assuming a parking space and aisle requires an area of 27.5 square metres (sq m), the areas required for parking are also shown in TABLE 1.

TABLE 1 – PARKING REQUIREMENTS FOR SCENARIO 1: ONE BASEBALL DIAMOND

Scenario	1 Baseball Diamond	30% Cont'cy	Total 1 Baseball Diamond
Parking	35	11	46
Loading	6	1	7
Total	**41**	**12**	**53**
Area, sq m	**1119**	**322**	**1440**

Note: Cont'cy denotes Contingency.
Salt Spring Island Bylaw requires 10 parking spaces.

B. Scenario 2 – 3 Baseball Diamonds

The analysis results indicate that parking and loading requirements are 88 and 11 spaces respectively. Contingency parking and loading areas should be considered for games. However, this contingency parking requirement should be based on the observed actual usage of Scenario 1. An area should be set aside that could be used for Scenario 2 contingency parking. Grass areas and the multi-purpose space could be doubled up for contingency parking. The parking and loading requirements are shown in TABLE 2. Assuming a parking space and aisle requires an area of 27.5 square metres (sq m), the areas required for parking is also shown in TABLE 2.

It should be noted that the Land Use Bylaw requires 30 parking spaces. The forecast parking requirement without any contingency parking is 3.3 times of that required by the bylaw.

TABLE 2 – PARKING REQUIREMENTS FOR SCENARIO 2
THREE BASEBALL DIAMONDS

Scenario	3 BB Game	Cont'cy Parking
Parking	88	TBD
Loading	11	TBD
Total	99	TBD
Area, sq m	**2728**	**TBD**

Note: BB denotes baseball; Cont'cy denotes Contingency; TBD denotes To Be Determined. Contingency Parking requirements should be based on observed actual usage in Scenario 1. An area should be set aside to accommodate this demand.

C. Parking for Other Uses

Other uses in the proposed park could include a playground, seniors' amenity, and a trail around the park. These uses will generate parking requirements. The details of these uses are yet to be established. The parking required could be identified when planning details are available. The contingency parking spaces provided for Scenario 1 could accommodate these uses. The parking required for these uses should be monitored and additional spaces should be provided as needed when using the areas for Scenario 2 parking.

3.4 Traffic Volumes

A. Existing Traffic Counts

Existing traffic volumes at the Brinkworthy Road and Lower Ganges Road were counted for two hours between 14:00 and 16:00 on Friday, April 1, 2016. Weekend counts were recorded between 11:00 and 13:00 on Saturday, April 2, 2016. Because of Slow Pitch Baseball teams' practise, traffic volumes between 15:00 and 16:00 on a Friday afternoon were selected for analysis. For Saturday practices and games, traffic volumes between 12:00 and 13:00 were selected for analysis. The traffic volumes are shown in TABLE 3.

It is noted that the distances of the study intersection from the Vesuvius ferry terminal, the Long Harbour ferry terminal and the Fulford ferry terminal are approximately 5 km, 7 km and 25 km respectively. Ferry traffic would have distributed and well-spaced in the road system before arriving to the study intersection. While short traffic bundling may occur, they were included in the traffic counts collected. The excellent levels of service calculated therefore reflect the road conditions including ferry traffic.

TABLE 3 – APRIL 2016 EXISTING TRAFFIC VOLUMES AT BRINKWORTHY ROAD AND LOWER GANGES ROAD INTERSECTION

Traffic Count	Lower Ganges Road				Brinkworthy Road	
Hour of Analysis	EB L	EB T	WB R	WB T	SB L	SB R
Weekday 17:00 to 18:00	0	233	15	358	9	6
Saturday 11:00 to 12:00	0	335	21	280	17	2

B. Traffic Volumes From the Park

Traffic Volumes generated by the baseball diamonds are shown in APPENDIX 1. These volumes are summarized in TABLE 4. Traffic volumes were assumed to arrive within 60 minutes prior to the scheduled starting time. The arrival and departing traffic volumes are assumed to be separated by two hours, the average time required to play a game or practice. For the purpose of capacity analysis, the traffic volumes for the hour prior to the scheduled starting time will be used for analysis.

TABLE 4 – PARK TRAFFIC VOLUME FORECASTING
LOWER GANGES ROAD AND BRINKWORTHY ROAD INTERSECTION

	Lower Ganges Road				Brinkworthy Road	
Forecast Traffic Volume	EB L	EB T	WB R	WB T	SB L	SB R
Scenario 1: I BB	14	0	26	0	9	5
Scenario 2: 3 BB	37	0	73	0	18	9

Note: BB denotes baseball diamonds; E-East; W=West; B=bound; T=Through; L=Left Turn; R=Right Turn.

C. Combined Traffic Volumes

Park traffic volumes and existing volumes at the Brinkworthy Road and Lower Ganges Road intersection were combined and are shown in TABLE 5.

TABLE 5 – COMBINED TRAFFIC VOLUMES
LOWER GANGES ROAD AND BRINKWORTHY ROAD INTERSECTION

Scenario 1 - 1 Field

Combined Traffic	Lower Ganges Road				Brinkworthy Road	
Hour of Analysis	EB L	EB T	WB R	WB T	SB L	SB R
Weekday 17:00 to 18:00	14	233	41	358	18	11
Saturday 11:00 to 12:00	14	335	47	280	26	7

Scenario 2 - 3 Fields

Combined Traffic	Lower Ganges Road				Brinkworthy Road	
Hour of Analysis	EB L	EB T	WB R	WB T	SB L	SB R
Weekday 17:00 to 18:00	37	233	88	358	27	15
Saturday 11:00 to 12:00	37	335	94	280	35	11

3.5 Capacity Review

Capacity of the Brinkworthy Road and Lower Ganges Road intersection was evaluated. Lower Ganges Road is classified as an east-west Main Rural Road; and Brinkworthy Road a Rural Residential Road. The intersection is at an angle with one approach lane and one exist lane on all legs. It is controlled by a STOP sign on Brinkworthy Road. The sections of the roads leading to the intersecton are relatively level.

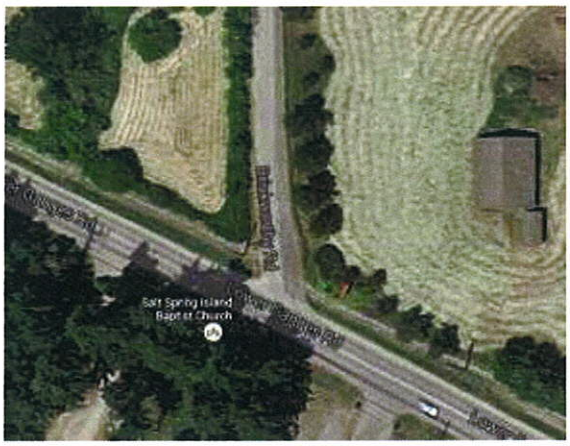

FIGURE 2 – BRINKWORTHY ROAD AND LOWER GANGES ROAD INTERSECTION

Intersection capacity performance was evaluated using Synchro software. Intersection capacity is defined by six levels of service. Levels A and B are excellent levels with very little or no delay. Levels C and D are operating levels and are considered satisfactory without any improvements. Levels E and F are congested levels and improvements may be considered.

A. Scenario 1 – 1 Baseball Diamond

With Scenario 1 traffic volumes (one baseball diamond), the study intersection performance is anticipated to remain unchanged. The overall Intersection Capacity Utilization level of service remains at A. The level of service will continue to perform satisfactorily as existing traffic volumes diminish towards the evening. The levels of service are summarized in TABLE 6.

TABLE 6 – LEVEL OF SERVICE
BRINKWORTHY ROAD AND LOWER GANGES ROAD INTERSECTION

Scenario 1 - 1 Field

Combined Traffic	Lower Ganges Road				Brinkworthy Road	
Hour of Analysis	EB L	EB T	WB R	WB T	SB L	SB R
Weekday 17:00 to 18:00	A	Uncontrolled	Uncontrolled	Uncontrolled	B	Uncontrolled
Saturday 11:00 to 12:00	A	Uncontrolled	Uncontrolled	Uncontrolled	B	Uncontrolled

B. Scenario 2 – 3 Baseball Diamonds

With Scenario 2 traffic volumes (three baseball diamonds), the study intersection performance is anticipated to remain unchanged for the Brinkworthy Road right turn and Lower Ganges Road through movements. The southbound left turn traffic on Saturday is anticipated to perform at level of service C. The overall Intersection Capacity Utilization level of service remains at A for weekdays and B for Saturdays. The intersection will continue to perform at satisfactory levels of service as traffic volumes diminishing towards the evening. The levels of service are summarized in TABLE 7.

TABLE 7 – LEVEL OF SERVICE
BRINKWORTHY ROAD AND LOWER GANGES ROAD INTERSECTION

Scenario 2 - 3 Fields

Combined Traffic	Lower Ganges Road				Brinkworthy Road	
Hour of Analysis	EB L	EB T	WB R	WB T	SB L	SB R
Weekday 17:00 to 18:00	A	Uncontrolled	Uncontrolled	Uncontrolled	B	Uncontrolled
Saturday 11:00 to 12:00	A	Uncontrolled	Uncontrolled	Uncontrolled	C	Uncontrolled

C. Capacity Review Summary

With the added community park traffic of three baseball diamonds, the Brinkworthy Road and Lower Ganges Road intersection will perform satisfactorily at excellent levels of service without requiring any road improvements.

4.0 ROAD SAFETY REVIEW

A safety review was conducted on-site confirming the available sight distances at the intersection and to identify road safety issues. As well, the safety and traffic operations of Brinkworthy Road north of the Lower Ganges Road and the potential access driveway location to the park were reviewed. The road safety review was conducted for both existing conditions and with the anticipated community park traffic, including all users: vehicles, bicycles, seniors' scooters and pedestrians.

4.1 Stopping Sight Distance on Lower Ganges Road

According to the Transportation Association of Canada (TAC) design guidelines, the required stopping sight distance on a 50 km/h posted speed roadway is 60 m to 65 m. The stopping sight distance is required so drivers can safely stop the vehicles to avoid a collision. As shown in FIGURE 3, the available sight distances on Lower Ganges Road from Brinkworthy Road is greater than 250 m to the west and greater than 200 m to the east. These distances are more than three time of the required 60m to 65m. The Brinkworthy Road intersection will continue to operate safely with the available stopping sight distances.

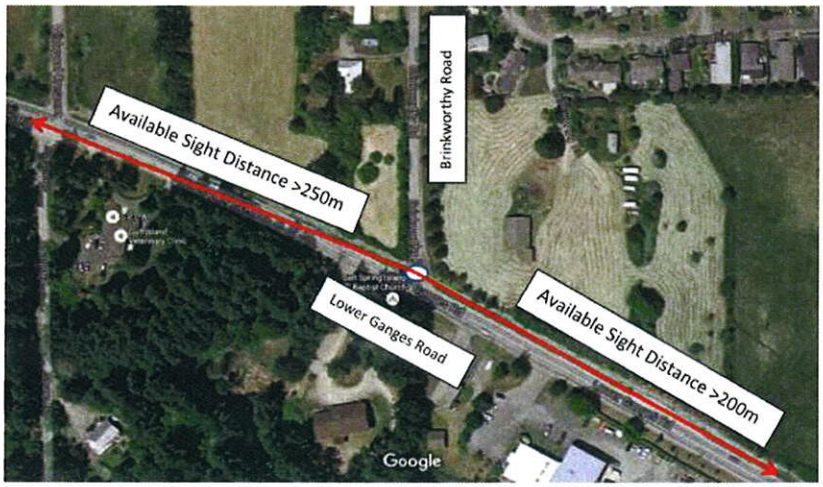

FIGURE 3 – STOPPING SIGHT DISTANCE ON LOWER GANGES ROAD AT BRINKWORTHY ROAD

4.2 Intersection Sight Distances

According to TAC, the left turn and right turn departure sight distances for southbound traffic on Brinkworthy Road at Lower Ganges Road are 132 m and 118 m respectively. As shown in FIGURE 3, the available sight distances are more than 250 m to the west and more than 200 m to the east. They are greater than the required departure distances and the intersection will continue to operate safely.

4.3 Emergency Vehicle Access

Brinkworthy Road is a typical residential road on Salt Spring Island. With the proposed community park, emergency vehicle access must be maintained. A meeting was held on-site on

April 1, 2016 with Acting Chief George and Captain Lundy of the SSI Fire and Rescue, and the Manager of Engineering of Salt Spring Island Electoral Area. After discussing the proposed development and examining the road, Chief George and Captain Lundy confirm that:

1. Brinkworthy Road, as existing, will be adequate for emergency vehicles to access and serve the current and the proposed park developments. Road improvements are not required.

2. Sufficient on-site parking, efficient circulation and together with contingency parking area for games will minimize the probability of vehicles parking on Brinkworthy Road. With that, there is no concern for potential parking on Brinkworthy Road blocking fire and rescue operations.

3. Emergency vehicles are able to operate on Brinkworthy Road under current conditions without any improvements. Furthermore, it was confirmed that on-site parking area will provide efficient circulation for emergency vehicles to access and turn around.

In summary, Salt Spring Island Fire and Rescue, also as first respondent to any emergency situations, has found the existing Brinkworthy Road sufficient for emergency vehicles accessing existing developments and the proposed park.

4.4 Pedestrian Access

Currently there is no separated pedestrian path on Brinkworthy Road. With the development of the community park, a gravel path could be provided on either side of Brinkworthy Road connecting to the one on the north side of Lower Ganges Road. However, the east side is recommended since pedestrians do not need to cross Brinkworthy Road to use it. The Brinkworthy Road right-of-way width is 12 m. This width will be sufficient to accommodate a pedestrian path. The right-of-way (ROW) width and some of the offsets were surveyed in April 2016 by Polaris Land Surveying Inc., a legal land surveying company. The survey confirms that the following can be accommodated:

- Pavement width - 5.5 m
- Shoulders - 3.0 m
- Pedestrian path - 1.5 m
- Ditch - 2.0 m
- Total Road ROW - 12.0 m

4.5 The Driveway Intersection

The entrance to the proposed park should provide adequate width to accommodate efficient turning movements. A gate with a lock should also be installed to prevent vehicle access when the park is closed. In the vicinity of the proposed driveway to the community park, trees, vegetation and foliage should be trimmed to provide adequate sight lines of drivers.

4.6 Traffic Calming

Traffic calming devices could be installed if speeding is a persistent issue. Effective device could include "speed humps" with appropriate warning signs. These humps could be installed on Brinkworthy Road north of the entrance to the seniors' housing development; and on the driveway to the park.

4.7 Suggested Alternate Access Intersection

There has been a suggestion that an alternate access be provided to Upper Ganges Road via a private property in the vicinity of 626-734 Upper Ganges Road. This suggestion was evaluated from a road safety perspective. A site visited was conducted on April 1, 2016. The location of the suggested access is shown in FIGURE 4. The TAC's safe Stopping Sight Distance (SSD) for a 50 km/h posted speed is 60 m to 65 m. This SSD to the east of this access location is 45 m because of the horizontal S-curve and steep down grade to the immediate east. As well, for vehicles to safely leave the intersection, a sight distance of between 118 and 132 m is required. Though the departure and SSD towards the west is adequate, the one towards the east is significantly less. The combined effect of the reverse horizontal curve and the steep down grade towards to east will render this a high risk location for crashes. In addition, Lower Ganges Road provides a shorter and direct route to the proposed park from the Island's population. The findings do not support this alternate location for access to the proposed park.

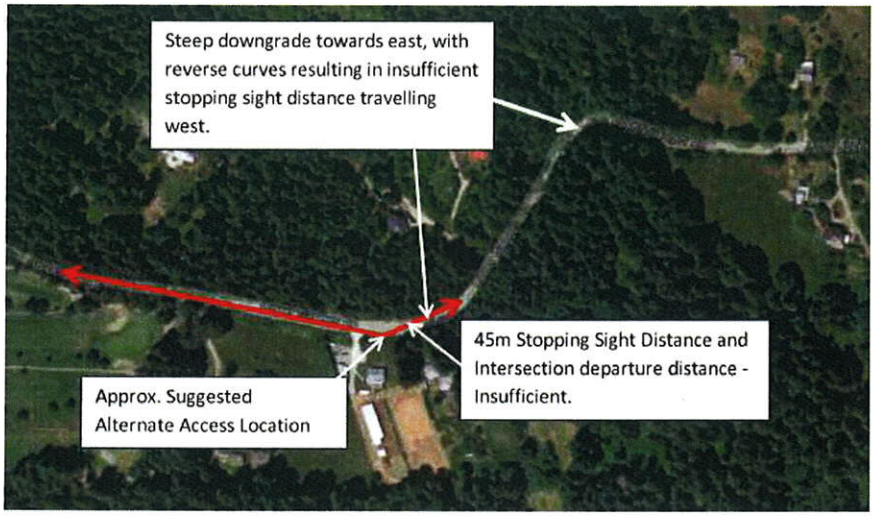

FIGURE 4 – SUGGESTED ALTERNATE ACCESS ON UPPER GANGES ROAD

5.0 OVERVIEW

This report reviewed the traffic impacts of the proposed community park on Brinkworthy Road. Traffic volumes and parking demands generated by two park development scenarios were reviewed: Scenario 1 for one baseball Diamond; and Scenario 2 for three baseball diamonds. For Scenario 1, it is recommended that 35 parking spaces, 6 loading spaces and a contingency of 11 parking and 1 loading spaces be provided.

A total of 40 vehicles inbound and 14 vehicles outbound were forecast. The capacity of the Brinkworthy Road and Lower Ganges Road intersection was found to be sufficient to accommodate the traffic volumes at levels of service B or better without any improvements.

For Scenario 2, 88 parking spaces and 11 loading spaces will be required. Contingency parking should also be provided. They should be based on observation of Scenario 1 usage. The actual parking usage for Scenario 1 should be monitored. Actual parking requirements for Scenario 2 can then be determined. It is also recommended that an area be set aside for Scenario 2 parking, including contingency parking on grass and open areas.

For Scenario 2, a total of 138 vehicles inbound and 28 vehicles outbound were forecast. The capacity of the Brinkworthy Road and Lower Ganges Road intersection was found to be sufficient to accommodate the traffic volumes at levels of service A and C without any improvements. The Brinkworthy Road and Lower Ganges Road intersection provides sufficient Stopping Sight and Departure Distances. There are no road safety concerns identified.

In addition to the baseball diamonds, there will likely be other amenities for seniors, a playground and a trail around the park. These amenities will likely generate parking demands. The details of these uses are yet to be established. Until such time these parking demands are established and provided, the contingency parking areas for Scenario 1 could be used.

The Acting Fire Chief has confirmed that with sufficient parking provided in the proposed park, including contingency parking, emergency vehicles will be able to travel on Brinkworthy Road without any improvements.

A gravel pedestrian path similar to the one on Lower Ganges Road should be provided on the eastside of Brinkworthy Road. The existing road right-of-way width of 12 m is sufficient to provide space for the installation of the path on either side with some minor road work.

There has been a suggestion that alternate access be provided to Upper Ganges Road via a private property in the vicinity of 626-734 Upper Ganges Road. This suggestion was evaluated from a road safety perspective. The findings indicate that there are insufficient Stopping Sight and Intersection Departure Sight Distances to the east at this suggested location. The combined effect of the reverse horizontal curve and the steep down grade towards the east will render this a high risk location for crashes. As well, Lower Ganges Road provides a shorter and more direct route to the proposed park. The findings do not support this alternate location for access to the proposed park.

The findings of this traffic report support the development of the community park with one baseball diamond in the first phase and a two more baseball diamonds in subsequent phases.

G. Ho Engineering Consultants Inc.

per:

Eanson Ho, MBA, P.Eng.,
Traffic Engineering Consultant
C: 604 817 7798
E: Eanson@EYHConsultants.ca

APPENDIX 1 – TRAFFIC VOLUMES AND PARKING REQUIREMENT FORECAST

Phasing	1 Baseball Diamond				3 Baseball Diamonds		
Scenario	1 BB Team Practice		1 BB Game		3 BB Games		3 BB Game
User	T-Ball	Slow Pitch	Minor	Slow Pitch	1 T+2 M	1T+1M+1S	
Total Number of Players	30	32	32	**32**	94	94	94
Coaches	0	2	2	**2**	4	4	4
Referees	0	0	0	**0**	0	0	
Family & Fans, % of Players	30%	30%	30%	50%	30%	30%	
Family and Fans, Persons	9	10	10	**16**	28	35	35
Total Number of Persons	39	44	44	**50**	126	**133**	133
% Car Pool	10%	10%	10%	10%	10%	10%	
Number Car Pool	4	4	4	**5**	13	13	13
% Walk, Transit, Bike	0%	10%	10%	10%	10%	10%	
Number Walk, Transit, Bike	0	4	4	**5**	0	9	9
Number Player by Vehicle	35	35	35	**40**	110	**110**	110
Drop off	0%	20%	40%	20%	40%	20%	
Number drop off	0	7	**14**	8	**28**	22	28
Number Parked	**35**	28	21	32	77	**88**	88
Inbound 0-69 mins Prior	35	35	35	40	105	**110**	110
Outbound 0-60 mins Prior	0	7	**14**	8	**28**	22	28
Inbound, 0-60 mins Post	0	7	**14**	8	**28**	22	28
Outbound, 0-60 mins Post	35	35	35	**40**	105	**110**	110

Note: BB denotes Baseball; T denotes T-Ball; M denotes Minor; S denotes Slow Pitch.
Bold red numbers denote highest requirements selected under the scenarios.

CRD
Making a difference...together

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 Commission members 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 June 27, 201 6 at 4:30 AM/PM

ON AGENDA ITEM _____

NAME GREG R LASSEN

ADDRESS _____ BEAVER PT Rd

I REPRESENT SEIF
(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:

PUBLIC ART PROJECT

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

_____ _____
Date *Signature*

Should the speed limit in Ganges be lowered?

All of Ganges is now a 50 speed zone.
What are your thoughts? Should the speed limit in Ganges be changed from 50 to 40 or 30? Let your voice be heard at the CRD transportation commission meeting June 27, 2016 or call/text Scott Simmons at 250-538-8316

Lakeview Crescent
Park Dr
Kanaka Rd
Aldous Rd
Lower Ganges Rd
Park Dr
Ganges Harbour
Ganges Marina
Rainbow Rd
Rainbow Rd
Rainbow Rd
Jackson Ave
Jill Louise Campbell Art Gallery
Hereford Ave
Purvis Ln
Steffich Fine Art
T J Beans
McPhillips Ave
Salt Spring Saturday Market
Proposed 30 or 40
Speed limit zone
Seaview Ave
Fulford-Ganges Rd
Drake Rd
Drake Rd
Drake Rd
Bonnet Ave
Ganges Trail
Fulford-Ganges Rd
Google

Memorandum

Salt Spring Island Electoral Area
T: 250.537.4448 F: 250.537.4456

CRD
Making a difference...together

TO: Karla Campbell
Senior Manager, salt Spring Island Electoral Area

FROM: PARC Maintenance Staff

DATE: May 10, 2016 **FILE:** 8310-20

SUBJECT: 2016 Transportation Pathway Maintenance Report

All figures are subject to the multiple options of refurbishment.

It is recommended that the entire Lower Ganges section be resurfaced between Wildwood and Norton

1) Lower Ganges, between Wildwood and Brinkworthy (200 ft long x 5 feet wide)
Uneven and washed out along some edges – 100ft stretch. Ditching along left side needed to prevent further erosion. Water has also been pooling in low areas along pathway.

   - A few ditches need to be dug, a 6" pipe will need to be installed under a portion of the pathway and a 4" pipe needs to be replace by 6" pipe.
   - Two 100ft sections need to have fabric that wraps over the edges cut off and both sections need to be graded and Pathway blend gravel reapplied and compacted.

   Labour – 5 days work/2 employees (less with machine) = $4,800
   Material – $750 (gravel and pipe)

2) Lower Ganges, between Brinkworthy and Norton (150 ft long x 5 feet wide)
Washout on path close to vineyard and centre of pathway. Also water pooling in low spots. Washout near Atkins Road. Needs a ditch along vineyard side to solve water problems. Most water is running off from vineyard. Drain it into culvert with ditch. 150ft stretch of repair work needed.

   - Ditch needs to be dug down on high side.
   - A pipe or culvert may need to be installed under the trail.
   - Pathway Blend gravel needs to be laid and compacted.

   Labour – 3-5 days/2 employees (less with machine) = $3,840
   Material – $800 (gravel and pipe)

3) Upper Ganges, between Hastings House and Churchill Road (30ft long)
Groove washed through path from water up to 50ft from Hastings House driveway. To prevent erosion, it needs to be ditched along Hastings House side. Water runs across field on to the path.

- A ditch needs to be dug on the high side. Out distance to property line doesn't allow more that a 3 foot width for the ditch so I recommend lining the ditch with rock.
- The current tread will be dug up and new Pathway Blend laid and compacted.

Labour – 2-3 days/2 employees = $2,400
Material – $400

Conclusion:
Access points to all work spaces are not ideal. The work on these projects will differing time based on how close our access point is and how much material we decide to import and what we need to export. A mini excavator would shorten the time of each project based on resurfacing the pathways. The ditch digging time span is based on a time of year of softer earth.

From: Karla Campbell
Sent: Thursday, June 16, 2016 11:39 AM
To:
Cc: Tracey Shaver; Robin Williams
Subject: RE: Schedule info

Ginette,

Thank you for bring this request to our attention. I have requested this item be placed on the next Transportation Commission meeting agenda for consideration (June 27). When it comes to these types of requests the Commission reviews and either makes a recommendation for BC Transit to consider in their planning for future expansion priorities; or not to consider the request due to scheduling, lack of capacity, or lack of resources as the agreement between the local government (CRD) and BC Transit requires SSI taxpayers to fund approximately 50% of the entire service.

Karla Campbell
Senior Manager, Salt Spring Island Electoral Area

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

From: [redacted]
Sent: Tuesday, June 14, 2016 9:00 AM
To: saltspring <saltspring@crd.bc.ca>
Subject: Schedule info

To whom this may concern
I am a commuter who travels through the Crofton Vesuvius ferry. I keep on checking to see if you are adding to your bus schedule to accommodate commuters who come and go to work in the morning. It seems to me that there is quite a few walk ons that would benefit your service. I take the 8:45 ferry from Crofton to Vesuvius and am accompanied by quite a few commuters. I think that it is important to communicate our needs so you will be able to consider them and I hope you will comncider this one. I have no need of my car other than traveling to work and would be delighted to find your service in place at that time of day.
Thank
Ginette Richer

BYLAW REFERRAL FORM

Islands Trust

Island: Salt Spring Island Trust Area **Bylaw No.:** 492 **Date:** April 18, 2016

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 30 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Salt Spring Island Local Trust Committee

PURPOSE OF BYLAW:

A bylaw to amend the Salt Spring Island Land Use Bylaw No. 355 for minor housekeeping amendments which fall within one of the three following criteria:

- congruent with current legislation;
- clarification for consistent interpretation; and
- consistent with intended purpose.

GENERAL LOCATION:

Salt Spring Island and Associated Islands and Waters

LEGAL DESCRIPTION:

Capital Regional District Electoral Area "F" including Salt Spring Island, Associated Islands and Waters

SIZE OF PROPERTY AFFECTED:

ALR STATUS:

OFFICIAL COMMUNITY PLAN DESIGNATION:

Salt Spring Island Local Trust Committee Bylaw No. 434

OTHER INFORMATION:

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 Bylaw.

(Signature)

Name: Seth Wright

Title: Planner

This referral has been sent to the following agencies:

Provincial Agencies
Agricultural Land Commission
Ministry of Agriculture
BC Assessment Authority
Ministry of Transportation & Infrastructure
Ministry of Forest Lands & Natural Resource Operations – Front Counter BC

First Nations
Te'Mexw Treaty Association
Hul'qumi'num Treaty Group (for information only)
Pauquachin First Nation
Malahat First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation
Chemainus First Nation
Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Penelakut First Nation
Semiahmoo First Nation

Regional Agencies
CRD – All Referrals & K. Campbell
CRD – SSI Economic Development Commission
CRD – SSI Parks and Recreation
CRD – SSI Senior Manager
CRD – SSI Building Inspection
CRD – SSI Director
CRD – SSI Transportation Commission
CRD – Parks & Community Services
CRD – Ganges Water & Sewer Commission
CRD – SSI Liquid Waste Disposal Local Service Commission
Vancouver Island Health Authority

Non-Agency Referrals
North Salt Spring Waterworks District
School District 64
SSI Chamber of Commerce
SSI Fire-Rescue
SSI 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
Cowichan Valley Regional District

BYLAW REFERRAL FORM
RESPONSE SUMMARY

☐ **Approval Recommended for Reasons Outlined Below**

☐ **Approval Recommended Subject to Conditions Outlined Below**

☐ **Interests Unaffected by Bylaw**

☐ **Approval Not Recommended Due to Reason Outlined Below**

Salt Spring Island Trust Area	492
(Island)	(Bylaw Number)
(Signature)	(Title)
(Date)	(Agency)