



Making a difference...together

**EAST SOOKE CITIZENS' COMMITTEE
OFFICIAL COMMUNITY PLAN REVIEW**

Notice of Meeting on Monday, **February 24, 2014 at 7 p.m.**

East Sooke Fire Hall, 1397 Coppermine Road, East Sooke, BC

AGENDA

1. Welcome
2. Review of Agenda
3. Review of Meeting Notes from January 24, 2014
4. Status of Action Items:
 - a. *Zoning Bylaw & Maps;*
 - b. *Metchosin OCP Questions;*
 - c. *Matheson Lake Park History;*
 - d. *Population Statistics;*
 - e. *BC Transit ridership numbers; and*
 - f. *Park Visitation numbers*
5. Report back on January 25th, 2014 Open House
6. Report back and completion of Theme Development Exercise
7. Break
8. Development of Vision Statement: Break-out into smaller groups
9. Other Business
10. Next Meeting



Making a difference...together

**Notes of a Meeting of the East Sooke Citizens' Committee
Official Community Plan Review**

Held January 13, 2014 at East Sooke Fire Hall, 1397 Coppermine Road, East Sooke, BC

- PRESENT:** Blair Cusack, Zac Doeding, Jane Hutchins, Linda Nehra, Stacey Scharf, Yale Shap, Rhonda Underwood, Brian White, Roger Beck, Adele Tomlinson
Staff: June Klassen, Local Area Planning Manager; Tracy Olsen, OCP Review Facilitator; Iain Lawrence, Planner
- ABSENT:** Neil Smith
- PUBLIC:** Approximately 9

The meeting was called to order at 7:02 p.m.

1. Welcome

2. Acceptance of Agenda

Two items: "Preparation of Meeting Notes" and "Distribution of Agenda Packages" were added under Other Business.

3. Acceptance of Meeting Notes from December 9, 2013

The notes were accepted as written with the later clarification that the Citizens' Committee (CC) members are interested in having copies of both Zoning Bylaw No. 2040 and the zoning maps.

4. Status of Action Items

Outstanding action items are the 2011 population projections and providing members of the CC with copies of Zoning Bylaw No. 2040 and the zoning maps. Staff have reviewed the Official Community Plans (OCPs) of Sooke and Metchosin and asked for more information on what specific items were of interest to the CC members. The CC members are interested in the density of development in Metchosin, the extent of the CRD water system and whether Metchosin's OCP allows for an increased density if CRD water is provided.

5. Review of Section 4.4 - Development Permit Areas (DPAs)

June Klassen provided CC members with the relevant sections of the *Local Government Act (LGA)* for development permit areas. Since 2003 when the OCP was prepared, new types of DPAs have been added to the LGA which will be discussed: energy conservation, water conservation and reduction of greenhouse gas emissions. June stressed the importance of having the proper justification for any guidelines and that all guidelines must be consistent with the provisions for that designation as specified by the *LGA*.

4.4.3 General Exemptions

June pointed out that subsections 10 and 11 but are really not exemptions. They are statements of fact and should be moved to the General Policies section. The CC may want to consider adding an exemption for boundary adjustments during subdivision.

4.4.4 Steep Slopes Development Permit Area (DPA)

In the current OCP, geotechnical reports are required for development on slopes 30% or greater as identified by the Steep Slopes Development Permit Area (DPA). The geotechnical reports are registered by covenant on the title of the property.

The maximum grade for driveways is 15%; however, short stretches in excess of 15% are permissible providing a fire truck can climb the driveway. If not, a sprinkler system is required.

4.4.5 Foreshore and Marine Shoreline DPA

This development permit restricts development in these areas. June read the definition for "development" found in the Riparian Area Regulations (RAR) and the proposed Otter Point Official Community Plan. June noted that there are limits to the types of restrictions on development in marine areas. Although local government can assign a marine designation, a designation can not take precedence over the jurisdictional responsibilities of the federal government. As the CRD does not have a tree cutting bylaw, tree removal in foreshore areas is permitted. Moral suasion in the form of brochures explaining the relationship between the retention of vegetation and slope stability may be a useful approach in encouraging property owners to remove less vegetation when developing and maintaining their land.

4.4.6 Wetlands, Watercourses and Riparian Areas DPA

A report from a Qualified Environmental Professional (QEP) is required for any development in the Riparian Area DPA. Provincial legislation in the form of the RAR dictates the qualifications for QEPs, the methodology for preparing riparian area reports and the necessary requirements for any development in a Riparian DPA.

4.4.7 Sensitive Ecosystem DPA

The Sensitive Ecosystem DPA in the current OCP is based on the mapping available from the Province at the time of adoption. Although this type of mapping is constantly being updated and the most recent mapping available will be used in the up-dated OCP, the DPAs can only be changed if the OCP is amended, so there is a risk of unprotected areas. June noted that committee members could keep track of areas of environmental sensitivity or significance which might be considered for inclusion in this development permit area. These areas can then be discussed during the detailed review of this section.

4.4.8 Commercial DPA

This DPA guides form & character of commercial areas and is common to most OCPs.

4.4.9 Protection of Farming DPA

The current Farmland Protection DPA creates a 15 metre buffer for lands in the Agricultural Land Reserve (ALR) even though the buffer is on non-ALR lands. Committee members noted that in the case of East Sooke, most of the DPAs for Agriculture encompass road right of ways.

4.5 Development Approval Information Area

It was explained that Development Approval Information Areas are designed to assess the impact of large projects by enabling local government to require more comprehensive studies for this scale of development.

June Klassen left the meeting at 7:45 pm.

6. Review of Part 5 – Development of Community Policies

It was agreed that the vision statement will be revisited at the next CC meeting and will likely be relocated to beginning of the OCP. Tracy explained that some of the community policies

found in section 5 are not related to land use management and planning which is the focus of an OCP and for this reason, will be the subject of future discussion.

7. OCP Preparation

As staff begin making revisions to the OCP, the existing text of the current OCP will first be reorganized based on the themes identified by the CC. All of the changes will be tracked and the existing section numbers retained to allow for cross-referencing with the current OCP. The document text will not be changed. Once the reorganization of the document has been generally accepted, the reorganizational changes will be saved and work will begin on textual changes which will again be tracked.

8. Break

9. Theme Identification

Iain lead the CC in a table-top exercise regarding themes. Further information on the results of this exercise are attached.

After the exercise was completed, committee members noted some gaps in the subject material including social infrastructure, community services, affordable housing and special needs housing. Staff indicated that these topics will be included in future discussions.

10. Details of Public Event

The first public event will be held on Saturday, January 25, 2014 at the East Sooke Firehall. All of the CC members are invited to attend but do not have to stay for the whole event. A complimentary lunch will be served from 12 to 1. The Open House runs from 1 to 4 p.m. and includes a community mapping exercise, a review of the issues identified by the CC, maps and hand-outs. The members of the CC will be asked to wear name tags and there will be a storyboard listing the names of the members. A number of suggestions were made to better advertise this event including setting out the sandwich boards and mounting posters in areas frequented by residents. There will also be an advertisement in the newspaper and a mail-drop to all of the households in East Sooke accepting flyers.

11. Other Business

Members of the CC were canvassed to see who wanted both electronic and hard copies of the agenda packages. All of the members indicated that they only want hard copies of the agenda packages and supporting material if it is in colour, over-sized or there are a substantial number of pages. When hard copies are being circulated, the members will be notified when the agenda packages have been left at Dave's Store.

In response to concerns about increasing the public's awareness of the OCP Review Process, it was agreed in future, and as soon as possible, staff will prepare and post the notes from the CC meetings on the CRD website with a notation that the notes are draft. An e-mail message will then be sent to the CC members as well the list of interested parties alerting them that the notes have been posted. The regular procedure of sending out an agenda one week in advance of the meeting along with the draft notes from the previous meeting will still be adhered to.

12. Next Meeting

The next meeting of the CC is scheduled for 7:00, Monday, February 10, 2014 at the East Sooke Fire Hall. The meeting adjourned at 9:20 p.m.

Themes and Issues

East Sooke OCP Review
Citizens' Committee Meeting #3
January 13, 2014

