



**SUNSHINE COAST REGIONAL DISTRICT
SPECIAL BOARD MEETING TO BE HELD
IN THE BOARDROOM OF THE SUNSHINE COAST
REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD,
SECHELT, B.C.**



THURSDAY SEPTEMBER 17, 2015

AGENDA

CALL TO ORDER

AGENDA

1. Adoption of agenda

IN CAMERA

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c) and (k) of the *Community Charter*, “personal information about an identifiable individual...”, “labour relations or other employee relations”, and “negotiations and related discussions respecting the proposed provision of a municipal service...”.

MINUTES

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PETITIONS AND DELEGATIONS

COMMUNICATIONS

REPORTS

2. Planning and Development Committee recommendation Nos. 1, 3-4, 6-10 and 12-24 of September 10, 2015 (*recommendation Nos. 2, 5 and 11 previously adopted*) Annex A
pp 1-8
3. Appointment of Chief Administrative Officer

MOTIONS

BYLAWS

NEW BUSINESS

**SUNSHINE COAST REGIONAL DISTRICT
PLANNING AND DEVELOPMENT COMMITTEE
SEPTEMBER 10, 2015**

RECOMMENDATIONS FROM THE PLANNING AND DEVELOPMENT COMMITTEE MEETING HELD IN THE BOARD ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	Chair Directors	I. Winn F. Mauro G. Nohr M. Lebbell L. Lewis B. Milne S. White
ALSO PRESENT:	Acting CAO GM, Planning and Development Senior Planner Planner Chief Building Inspector/Bylaw Enforcement Manager Alt. Director, District of Sechelt Recording Secretary Public Press	A. Legault S. Olmstead D. Rafael M. Stjepovic (part) P. Preston (part) A. Lutes A. Ruinat 1 1

CALL TO ORDER **1:30 p.m.**

AGENDA The agenda was adopted as presented.

REPORTS

Recommendation No. 1 *Draft Terms of Reference – Regional Economic Development Steering Committee*

The Planning and Development Committee recommended that the GM, Planning and Development report dated September 1, 2015 and titled “Draft Terms of Reference – Regional Economic Development Steering Committee” be received;

AND THAT amendments be made to the draft Terms of Reference as follows:

Duties 2.2 – The Regional Economic Development Steering Committee will be dissolved upon incorporation of the regional economic development entity **and shall not exceed 6 months duration or longer than April 1, 2016.**

Membership 3.1 a. - One representative **and alternate** appointed by each of the municipal Councils and the Regional Board (elected official, staff member or other at their discretion).

Operations 4.3 – The committee will meet as required at the SCRD Administration Building at 1975 Field Road, Sechelt **or other location as agreed to by the Committee.**

AND THAT the draft Terms of Reference be referred to the Regional Economic Development Steering Committee for its consideration;

AND THAT the Regional Economic Development Steering Committee begin work on or before October 1, 2015.

Director White declared a conflict of interest and left the meeting at 2:06 p.m. as his private home is near enough to the site of the proposed George Hotel and Residences that his view corridor of the harbour will be blocked if the project is constructed.

Recommendation No. 2 *Town of Gibsons Referral OCP-2015-01 (George Hotel)*

The Planning and Development Committee recommended that the staff report dated July 7, 2015 and titled "Referral from Town of Gibsons Regarding the Proposed George Hotel and Residences (OCP-2015-01)" be received;

AND THAT the SCR D Board inform the Town of Gibsons that the SCR D's interests are unaffected by the proposed OCP amendment;

AND THAT the correspondence from BC Transit be forwarded to the September 10, 2015 Regular Board meeting for consideration prior to the referral comments being sent to the Town of Gibsons;

AND FURTHER THAT this recommendation be forwarded to the September 10, 2015 Regular Board meeting for adoption.

Director White returned to the meeting at 2:08 p.m.

Recommendation No. 3 *SCR D Zoning Amendment Bylaw No. 310.148, 2015 (AG Zone)*

The Planning and Development Committee recommended that the staff report dated September 3, 2015 and titled "Zoning Amendment Bylaw No. 310.148 – 'AG Zone' (Electoral Areas B-F)" be received;

AND THAT *SCR D Zoning Amendment Bylaw No. 310.148, 2015*, as amended, be forwarded to the Board for Second Reading.

Recommendation No. 4 *Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.2 and SCR D Zoning Amendment Bylaw No. 310.160 – Public Hearing and Consideration of Third Reading*

The Planning and Development Committee recommended that the staff report dated September 3, 2015 and titled "Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.2 and SCR D Zoning Amendment Bylaw No. 310.160 – Public Hearing and Consideration of Third Reading" be received;

AND THAT the report of the Public Hearing held on July 30, 2015 be received;

AND THAT *Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.2, 2015* be forwarded to the Board for Third Reading;

AND FURTHER THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.160, 2015*, be forwarded to the Board for Third Reading.

Recommendation No. 5 *SCRD Zoning Amendment Bylaw No. 310.165 (Narrows Inlet Hydro Project)*

The Planning and Development Committee recommended that the staff report dated September 3, 2015 and titled “Bylaw 310.165 - Narrows Inlet Hydro Project” be received;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.165, 2015* be forwarded to the Board for First Reading;

AND THAT Bylaw 310.165 be referred to:

- a) *shíshálh* Nation;
- b) Halfmoon Bay Advisory Planning Commission;
- c) SCR D Natural Resource Advisory Committee;
- d) Ministry of Forests, Lands and Natural Resource Operations;
- e) Owners of the Ramona Creek Subdivision;
- f) BC Environmental Assessment Office;

AND THAT the applicant, working with SCR D staff, place a notice regarding Bylaw 310.165 in two consecutive editions of a local newspaper to initiate community engagement;

AND THAT staff provide information regarding Bylaw 310.165 on the SCR D website to assist in community engagement.

AND FURTHER THAT this recommendation be forwarded to the Regular Board meeting of Sept 10, 2015 for adoption.

Recommendation No. 6 *Twin Creek Official Community Plan Review Update*

The Planning and Development Committee recommended that the staff report dated September 1, 2015 and titled “Twin Creek Official Community Plan Review Update” be received;

AND THAT the Twin Creeks Official Community Plan Review Committee Terms of Reference be adopted with the following amendments:

A. In Section 4 add:

“Review Group Membership

The Twin Creeks area has a relatively small number of property owners and residents to draw from. The review group can include others who have an interest in the future of the Twin Creeks area. It is important to balance the makeup of the review group so that the property owners, business owners and residents hold the majority of membership.

In addition there needs to be an opportunity for the Skwxwú7mesh Nation to have a formal role.

Membership will be as follows:

The Committee will be no more than **thirteen** voting members.

a. At least two thirds of the members shall reside, own property, be employed or operate a business in the OCP area;

b. The membership should reflect a diversity of relevant interests, expertise and knowledge;

- c. At least one member should reside, be employed, and/or own property in the West Howe Sound Official Community Plan area and at least one member should reside, be employed, and/or own property in the Hillside – Port Mellon Industrial Area Official Community Plan area;
- d. Members shall be appointed by the SCRD Board until the Committee is dissolved;
- e. The Skwxwú7mesh Nation Council may appoint a **voting** member;
- f. The Area F Director or Alternate Director shall be a non-voting member;”

B. Change the review boundary to include the current Twin Creeks OCP boundary and amend the text as necessary.

AND THAT staff contact interested parties to gather formal applications for membership and bring forward a potential list of members to a future Planning and Development committee for consideration.

Recommendation No. 7 *Development Permit with a Variance A-40 (Porter)*

The Planning and Development Committee recommended that the staff report dated August 14, 2015 and titled “Development Permit with a Variance A-40 (Porter), Ruby Lake, Pender Harbour” be received;

AND THAT DP(V) A-40 be issued, once the following conditions have been met:

- a) Referral comments be received from the shíshálh Nation;
- b) The owners register a Section 219 Restrictive Covenant to the satisfaction of the SCRD, to protect native vegetation within 15 metres of the natural boundary of Ruby Lake;
- c) The owners register a Covenant for a one-time only addition;
- d) The owners provide an up-to-date inspection report from a Registered On-Site Wastewater Practitioner regarding the location, capacity and state of the septic system; and
- e) The owners provide a plan to the satisfaction of the SCRD, and prepared by a Qualified Environmental Professional to:
 - i. Reduce the 34 square metres of additions built without permits in February 2015, to the maximum allowable of 28 square metres, by removing 6 square metres from this same deck area, and
 - ii. Compensate for the portion of new deck area which was extended towards Ruby Lake, and which amounts to approximately 6 square metres, by removing the equivalent or greater area from an existing deck closer to Ruby Lake, as determined by the Qualified Environmental Professional to provide the greatest benefit to lakeshore vegetation and habitat.

Recommendation No. 8 *Road Frontage Waiver– Subdivision File No. 2014-00186
(Keith, Johnson, et al)*

The Planning and Development Committee recommended that the staff report dated August 24, 2015 and titled “Road Frontage Waiver– Subdivision File No. 2014-00186 (Keith, Johnson, et al), Electoral Area D: Roberts Creek” be received;

AND THAT the requirement for 10% lot frontage onto a road be waived for subdivision of Lot 24, Block A, D.L. 809, Plan 12209, located at 2974 Lower Road in Roberts Creek (MOTI File #2014-00186).

Recommendation No. 9 *Redevelopment Policy for Mobile Home Parks*

The Planning and Development Committee recommended that the staff report dated September 3, 2015 and titled “Redevelopment Policy for Mobile Home Parks (Areas A to F)” be received;

AND THAT the report be deferred to the November 12, 2015 Planning and Development Committee meeting.

Recommendation No. 10 *Sunshine Coast Community Heritage Register – Roberts Creek Community Hall*

The Planning and Development Committee recommended that the staff report dated August 14, 2015 and titled “ Proposed New Entry to *Sunshine Coast Community Heritage Register* - Roberts Creek Community Hall (Area D)” be received;

AND THAT the attached final draft Statement of Significance be forwarded to the Board for endorsement and inclusion within the *Sunshine Coast Community Heritage Register*;

AND THAT once registered, the Regional District give notice of the Roberts Creek Community Hall’s inclusion within the *Sunshine Coast Community Heritage Register* to:

- a. the Roberts Creek Community Association; and
- b. the Ministry of Forests, Lands and Natural Resource Operations.

Recommendation No. 11 *SCRD Bylaw No. 376 – Dog Licensing and Impound Fees*

The Planning and Development Committee recommended that the Chief Building Inspector/Bylaw Enforcement Manager report dated August 21, 2015 and titled “Bylaw 376 Dog Licensing and Impound Fees” be received;

AND THAT the Schedule A license fee discount for senior citizens be amended to 25%;

AND THAT the proposed fees and charges as amended in Schedule A of the *Sunshine Coast Regional District Dog Regulation and Impounding Bylaw No. 376* be forwarded to the September 10, 2015 Regular Board meeting for consideration of three readings and adoption;

AND THAT SCRD Dog Regulation and Impounding Bylaw No. 376, 1994 be reviewed and updated;

AND FURTHER THAT staff report back on animal license revenues to the November 2016 Planning and Development Committee meeting.

The Committee recessed at 3:03 p.m. and reconvened at 3:12 p.m.

Recommendation No. 12 *Building Department Revenue 2nd Quarter 2015*

The Planning and Development Committee recommended that the Chief Building Inspector report dated July 13, 2015 and titled "Building Department Revenue 2nd Quarter 2015" be received.

Recommendation No. 13 *Planning and Development Division Monthly Report - July & August 2015*

The Planning and Development Committee recommended that the report titled "Planning and Development Division Monthly Report July & August 2015" be received.

MINUTES**Recommendation No. 14** *Sunshine Coast Housing Committee Minutes – April 29, 2015 and May 27, 2015*

The Planning and Development Committee recommended that the Sunshine Coast Housing Committee Minutes of April 29, 2015 and May 27, 2015 be received.

Recommendation No. 15 *Natural Resources Advisory Committee Minutes – July 15, 2015*

The Planning and Development Committee recommended that the Natural Resources Advisory Committee Minutes of July 15, 2015 be received;

AND THAT recommendation Nos. 4 – 10 from the Natural Resources Advisory Committee Minutes of July 15, 2015 be adopted and acted upon as follows:

Recommendation No. 4 - Update on BCTS Operational Plans 2014/2015

That the SCR D ask for quantification on the size of riparian buffers in TSL #A87126, specifically as it may be relevant to potential habitat for Tailed Frog in the area.

Recommendation No. 5 - Update on BCTS Operational Plans 2014/2015

That NRAC supports and encourages the communications protocol between the SCR D and BCTS.

Recommendation No. 6 - Crown Referrals 2411563 and 2411564

That NRAC supports the comments in the SCR D Staff Reports (re. Crown Referrals #2411563 and #2411564).

Recommendation No. 7 - Crown Referral 2411563

That the SCR D ensures that MaMu habitat in the Vancouver Creek watershed is fully evaluated.

Recommendation No. 8 - Crown Referrals 2411563 and 2411564

That the SCR D ensure that many other values are considered if the projects move past the investigative permit stage.

Recommendation No. 9 - Crown Referral 2411576

That NRAC supports the recommendations in the SCR D Staff Report (conditions a - d) and adds that the license be granted for a 10 year period.

Recommendation No. 10 - Crown Referral 2411576

That the SCR D encourages the applicant to continue to investigate methods of disposal with less air pollution and carbon emissions.

Recommendation No. 16 *Agricultural Advisory Committee Minutes – July 28, 2015*

The Planning and Development Committee recommended that the Agricultural Advisory Committee Minutes of July 28, 2015 be received;

AND THAT recommendation No. 1 from the Agricultural Advisory Committee Minutes of July 28, 2015 be forwarded to the SCRD Infrastructure Department as follows:

Recommendation No. 1

That we want to move “food production” from “commercial operations, non---essential” to “food, human health, essential”, as per the July 17, 2015 Water Supply Update.

AND FURTHER THAT recommendation Nos. 2 - 4 from the Agricultural Advisory Committee Minutes of July 28, 2015 be forwarded to the District of Sechelt Planning staff as follows:

*2.4 District of Sechelt Referral – Bylaw Amendments regarding Medical Marihuana***Recommendation No. 2**

That the District of Sechelt looks closer at the waste products, including water waste, so these are dealt with in a satisfactory and ecological matter.

Recommendation No. 3

That, where there is no municipal water disposal system available for a medical marihuana production facility, an appropriate onsite wastewater treatment facility be created to prevent runoff and soil contamination.

Recommendation No. 4

That the District of Sechelt inserts the word “evergreen” in the description of the trees and shrubs around the medical marihuana production facility, if the intention is to keep it out of sight.

Recommendation No. 17 *Egmont/Pender Harbour (Area A) APC Minutes – July, 29, 2015*

The Planning and Development Committee recommended that the Egmont/Pender Harbour (Area A) APC Minutes of July 29, 2015 be received.

Recommendation No. 18 *Halfmoon Bay (Area B) APC Minutes – July 28, 2015*

The Planning and Development Committee recommended that the Halfmoon Bay (Area B) APC Minutes of July 28, 2015 be received.

Recommendation No. 19 *Roberts Creek (Area D) APC Minutes – July 27, 2015*

The Planning and Development Committee recommended that the Roberts Creek (Area D) APC Minutes of July 27, 2015 be received.

Recommendation No. 20 *Elphinstone (Area E) APC Minutes – July 22, 2015*

The Planning and Development Committee recommended that the Elphinstone (Area E) APC Minutes of July 22, 2015 be received.

AND THAT Staff attend the September 30, 2015 Area E APC meeting.

Recommendation No. 21 *West Howe Sound (Area F) APC Minutes – July 28, 2015*

The Planning and Development Committee recommended that the West Howe Sound (Area F) APC Minutes of July 28, 2015 be received.

COMMUNICATIONS**Recommendation No. 22** *Sunshine Coast Accommodation Association opposition to MRDT 2% Tax Initiative*

The Planning and Development Committee recommended that the correspondence from Colin MacLean, Vice President, Sunshine Coast Accommodation Association, dated July 28, 2015 regarding Sunshine Coast Accommodation Association opposition to Sunshine Coast Tourism's MRDT 2% tax initiative be received.

Recommendation No. 23 *Pender Harbour Dock Management Plan*

The Planning and Development Committee recommended that the correspondence from Kevin Haberl, A/Director Resource Authorization, South Coast Natural Resource Region, Ministry of Forests, Lands and Natural Resource Operations, dated July 30, 2015 regarding Pender Harbour Dock Management Plan be received.

Recommendation No. 24 *Howe Sound Community Forum – October 16, 2015*

The Planning and Development Committee recommended that the correspondence from Ruth Simons, Howe Sound Community Forum, dated August 20, 2015 regarding Invitation to Howe Sound Community Forum on October 16, 2015 be received.

IN CAMERA

The Committee moved to In-Camera at 3:27 p.m.

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a) and (e) of the Community Charter – “personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;” and “the acquisition, disposition or expropriation of land or improvements...”;

AND THAT Alice Lutes, Alternate Director for the District of Sechelt, be authorized to be in attendance for the In Camera meeting.

The Committee moved out of In-Camera at 4:44 p.m.

ADJOURNMENT 4:44 p.m.