



COWICHAN VALLEY REGIONAL DISTRICT

NOTICE OF REGULAR BOARD MEETING

DATE: Wednesday, May 10, 2017

**TIME: CLOSED SESSION
5:00 PM**

**REGULAR SESSION
6:30 PM**

PLACE: BOARD ROOM

175 INGRAM STREET

A handwritten signature in black ink, appearing to read "JEB", is written above a horizontal line.

**Joe Barry
Corporate Secretary**



**REGULAR BOARD MEETING AGENDA
WEDNESDAY, MAY 10, 2017
6:30 PM - CVRD BOARD ROOM**

PAGE

1. CLOSED SESSION

Motion that the Closed Session Agenda be approved, and that the meeting be closed to the public in accordance with the *Community Charter* Part 4, Division 3, Section 90, subsections as noted in accordance with each agenda item.

CS M1 - Closed Session Minutes of April 26, 2017

CS CR1 - Report and Recommendation of the Closed Session Electoral Area Services Committee Meeting of May 3, 2017 - Director Morrison

1. Potential Litigation {Sub (1)(g)}

CS CR2 - Report and Recommendation(s) of the Closed Session Transit Committee Meeting of May 10, 2017 - Director Davis

1. Land Acquisition {Sub (1)(e)}

CS SR1 - Verbal Report from the General Manager, Community Services Re: Employee Relations {Sub (1)(c)}

CS RES1 - Electoral Area E - Cowichan Station / Sahtlam / Glenora Re: Advisory Planning Commission Appointment {Sub (1)(a)}

2. APPROVAL OF AGENDA

3. ADOPTION OF MINUTES

M1 Regular Board Meeting of April 26, 2017

1

Recommendation That the minutes of the Regular Board meeting of April 26, 2017 be adopted.

4. BUSINESS ARISING FROM THE MINUTES

5. DELEGATIONS

- | | | |
|----|---|----|
| D1 | Dr. Paul Hasselback, Chief Medical Health Officer - Central Island, Island Health Re: Regional Overdose Prevention Site | 7 |
| D2 | Mark Lakeman, Co-Founder City Repair Re: Dignity Villages Project | 23 |

6. REPORT OF THE CHAIRPERSON**7. CORRESPONDENCE****8. INFORMATION**

- | | | |
|-----|--|----|
| IN1 | Liam Edwards, Executive Director, Local Government Infrastructure and Finance, Ministry of Community, Sport and Cultural Development Re: Clean Water Wastewater Fund | 31 |
|-----|--|----|
1. Project #C40190 - Mill Bay Wastewater Integration Project (Area A);
 2. Project #C40179 - Shawnigan Lake North Water System Upgrades - Area B;
 3. Project #C40124 - Cobble Hill Wastewater Integration and Re-use Upgrade Project; and
 4. Project #C40180 - Saltair Water System Upgrades - Area G.

Recommendation For information.

9. COMMITTEE/COMMISSION REPORTS

- | | | |
|-----|--|----|
| CR1 | Report and Recommendations of the Electoral Area Services Committee Meeting of May 3, 2017 - Director Morrison | 35 |
|-----|--|----|

- Recommendation**
1. That a Grant-in-Aid, Electoral Area E - Cowichan Station/Sahtlam/Glenora, in the amount of \$500 be provided to Cowichan Valley Naturalist's Society, to assist with the community led initiative to control invasive species (Knotweed).
 2. That a Grant-in-Aid, Electoral Area E - Cowichan Station/Sahtlam/Glenora, in the amount of \$100 be provided to Frances Kelsey Secondary School Dry Grad 2017 Committee to support its 2017 Dry Grad Celebration.
 3. That a Grant-in-Aid, Electoral Area A - Mill Bay/Malahat, in the amount of \$1,000 be provided to Cobble Hill Event Society to assist the Farmer's Market and Live Music

events.

4. That the Cowichan Valley Regional District wishes to “opt out” of providing comment to the Liquor Control and Licencing Branch with regard to the application for a Permanent Change to a Liquor Licence for increased liquor service hours by March Meadows Golf Club (liquor licence 177851) located at 10298 South Shore Road, Honeymoon Bay (Area F).

5. 1. That the proposal received from the Rotary Club of South Cowichan (Mill Bay) dated April 19, 2017, to construct and dedicate to the CVRD an open air multi-use timber structure at Elsie Miles Park (Shawnigan Lake) be approved;

2. That a Federal Gas Tax Program Community Works Funding Agreement in the amount of \$100,000 for the Shawnigan Lake Pavilion construction project be entered into with the South Cowichan Rotary Club Foundation;

3. That up to \$48,000 from the Function 232 (Shawnigan Lake Community Parks) budget for the Shawnigan Lake Pavilion construction project be approved.

6. That the Board of Directors of the Cowichan Valley Regional District supports the closure of Watson Road between Heigh Street and Fisher Road for a Homesteading Fair on June 3 and 4, 2017.

7. 1. That a bylaw be prepared to amend “CVRD Bylaw No. 2144 – Electoral Area I – Youbou/Meade Creek Critical Location Streetlighting Service Bylaw”, to increase the maximum annual requisition limit from \$1,245 to \$1,555; and

2. That the Critical Street Lighting Area I Amendment Bylaw be forwarded to the Board for consideration of three readings and adoption.

8. 1. That a bylaw be prepared to amend “CVRD Bylaw No. 2987 – Arbutus Mountain Estates Water System Service Establishment Bylaw 2007”, to increase the maximum annual requisition limit from \$90,000 to \$112,410; and

2. That the amendment bylaw be forwarded to the Board for consideration of three

readings and adoption.

9. 1. That staff proceed with establishment of a water and wastewater Utility Commission;
2. Develop a financial strategy for adjusting utility customer rates to achieve sustainable operational income for each utility system and add the cost for long term asset replacement, once established;
3. Develop a water and wastewater utility Acquisition Policy and extend the existing utility takeover moratorium until the acquisition policy is complete and the backlog of work be addressed;
4. Develop and implement a Utility Information Technology Strategy and plan;
5. Develop an internal and external Communication Plan; and
6. Prepare a business case and job description for hiring a qualified journeyman electrician/ instrumentation and an assistant superintendent of outside operations in the 2018 budget and a temporary engineering technologist.

Electoral Area Directors only vote on the following under Part 14 - Planning and Land Use Management of the Local Government Act:

10. That Application No. 01-E-17DP/VAR (5920 Clements Road) and a variance to Section 5.2 (e) from 100 m² to 133 m² be approved for a residential accessory building in the Agricultural Protection Development Permit Area (DPA).

11. 1. That the Official Community Plan and Zoning Amendment Bylaws for Application No. 02-H-16RS (PID: 008-477-043) be forwarded to the Board for consideration of 1st and 2nd Reading;
2. That the referrals to Ministry of Transportation and Infrastructure, North Oyster Volunteer Fire Department, Island Health, Regional District of Nanaimo, and Nanaimo Airport Commission, be accepted;
3. That a public hearing be scheduled with Directors from Electoral Areas H, G and A as delegates.

12. That Development Variance Permit Application No. 01-D-16DVP (4370 Kingscote Road) be denied.

- CR2 Report and Recommendations of the Corporate Services Committee meeting of May 10, 2017 - Director Day 37

Recommendation That the BDO Canada LLP's Audit Results and Communication report be received and that the 2016 Financial Statements be approved.

10. **DIRECTOR REPORTS**

11. **STAFF REPORTS**

- SR1 Staff Report from the General Manager, Community Services Department Re: Cowichan Sportsplex Track Improvement Project Funding Request 39

Recommendation That the Chesterfield Sports Society be provided with \$75,000 for the purpose of upgrading the track surface at the Cowichan Sportsplex in advance of the 2018 BC Summer Games with the funds being allocated from the Regional Grant-In-Aid portion of the Function 100 - General Government budget.

12. **PUBLIC HEARINGS**

- PH1 Public Hearing Report and Minutes Re: CVRD Bylaw No. 4074 - Area G - Saltair - Official Community Plan Amendment Bylaw (11198 Chemainus Road), 2016 and CVRD Bylaw No. 4075 - Area G - Saltair - Zoning Amendment Bylaw (11198 Chemainus Road), 2016 61

Recommendation That Public Hearing Report and Minutes Re: CVRD Bylaw No. 4074 - Area G - Saltair - Official Community Plan Amendment Bylaw (11198 Chemainus Road), 2016 and CVRD Bylaw No. 4075 - Area G - Saltair - Zoning Amendment Bylaw (11198 Chemainus Road), 2016, be received.

13. **BYLAWS**

- B1 "CVRD Bylaw No. 4105 - Meade Creek Recycling Centre Upgrades and Landfill Closure Project Loan Authorization (\$1,968,000) Bylaw, 2017", be adopted. 109
- B2 "CVRD Bylaw No. 4111 - Arbutus Ridge Sewer System Management Amendment Bylaw, 2017", be granted 1st, 2nd and 3rd reading. 111
- "CVRD Bylaw No. 4111 - Arbutus Ridge Sewer System Management Amendment Bylaw, 2017", be adopted.

B3 "CVRD Bylaw No. 4113 - Malahat Fire Protection Service Amendment (PID 029-941-997), Bylaw, 2017", be granted 1st, 2nd and 3rd reading. 115

14. BYLAWS - ELECTORAL AREA DIRECTORS

BEA1 "CVRD Bylaw No. 4074 - Area G - Saltair - Official Community Plan Amendment Bylaw (11198 Chemainus Road), 2016", be granted 3rd reading. 117

"CVRD Bylaw No. 4074 - Area G - Saltair - Official Community Plan Amendment Bylaw (11198 Chemainus Road), 2016", be adopted.

BEA2 "CVRD Bylaw No. 4075 - Area G - Saltair - Zoning Amendment Bylaw (11198 Chemainus Road), 2016", be granted 3rd reading. 121

"CVRD Bylaw No. 4075 - Area G - Saltair - Zoning Amendment Bylaw (11198 Chemainus Road), 2016", be adopted.

BEA3 "CVRD Bylaw No. 4089 - Cowichan Bay Zoning Amendment Bylaw (5301 Chaster Road), 2017", be adopted. 127

BEA4 "CVRD Bylaw No. 4099 - Electoral Area I - Youbou/Meade Creek Official Community Plan Amendment Bylaw (Shaw Creek), 2017", be granted 1st and 2nd reading. 129

BEA5 "CVRD Bylaw No. 4100 - Electoral Area I - Youbou/Meade Creek Zoning Amendment Bylaw (Shaw Creek), 2017", be granted 1st and 2nd reading. 135

BEA6 "CVRD Bylaw No. 4109 - Electoral Area D - Cowichan Bay Zoning Amendment Bylaw (Whippletree), 2017", be granted 1st and 2nd reading. 139

15. RESOLUTIONS

16. UNFINISHED BUSINESS

17. NOTICE OF MOTION

18. NEW BUSINESS

NB1 Correspondence from Ditidaht First Nation Re: Sponsorship of Ditidaht First Nation for the Strategic Priorities Fund 143

Recommendation For consideration.

NB2 Verbal Grant-in-Aid Request from Director Clement Re: Arbutus Ridge Strata Council Canada 150 Celebrations 145

NB3 Verbal Request from Director Marsh Re: Everyone Deserves a Home Workshop Notification

19. QUESTION PERIOD

20. ADJOURNMENT

The next Regular Board meeting will be held Wednesday, May 24, 2017 at 1:30 PM, in the Board Room, 175 Ingram Street, Duncan, BC.

Minutes of the Regular meeting of the Board of the Cowichan Valley Regional District held in the Board Room, 175 Ingram Street, Duncan BC, on Wednesday, April 26, 2017 at 1:45 PM.

PRESENT Chair J. Lefebure
Director M. Clement
Director B. Day
Director K. Davis
Director M. Dorey
Director S. Jackson
Director K. Kuhn
Director M. Marcotte <after 2:44 PM>
Director K. Marsh
Director I. Morrison
Director A. Nicholson
Director T. Walker
Alternate Director S. Acton
Alternate Director A. Bomford
Alternate Director J. Friesenhan

ALSO PRESENT B. Carruthers, Chief Administrative Officer
K. Harrison, Deputy Corporate Secretary
M. Kueber, General Manager, Corporate Services
R. Blackwell, General Manager, Land Use Services
S. Carlow, Legislative Assistant

ABSENT Director S. Furstenau
Director L. Iannidinardo
Director A. Stone

APPROVAL OF AGENDA

17-166 It was moved and seconded that the agenda be amended with deletion of Item D1, Social Planning Cowichan delegation, who presented at the Regional Services Committee alongside the Cowichan Housing Association delegation, and that the agenda, as amended, be approved.

MOTION CARRIED

ADOPTION OF MINUTES

M1 Regular Board Meeting of April 12, 2017

17-167 It was moved and seconded that the minutes of the Regular Board Meeting of April 12, 2017 be adopted.

MOTION CARRIED

DELEGATIONS

D2 AJ Anderson Re: Back Country Waste Management, Request for Dumping Fee Exemption

A.J. Anderson, provided a PowerPoint presentation on the issue of back country dumping and proposed that clean up incentive programs and fee exemptions be implemented to reduce the amount of garbage being dumped.

17-168 **It was moved and seconded that the matter of dumping fees for back country cleanup be referred to Parks & Trails staff for a report on options for a fee exemption registry.**

MOTION CARRIED

CORRESPONDENCE

C1 ICLEI, Local Governments for Sustainability Re: Invitation to Participate in the Global Network CITYFOOD

17-169 **It was moved and seconded that the request to participate as a member of the Global Network CITYFOOD, be referred back to staff to investigate.**

MOTION CARRIED

INFORMATION

IN1 Nanaimo Airport Commission Re: CVRD Nominee to Nanaimo Airport Commission

The correspondence from the Nanaimo Airport Commission (NAC) regarding the appointment of CVRD nominee Collen Johel to the NAC Board of Directors for a three year term, was received as information.

IN2 B.C. Ferry Authority Re: Appointments to the B.C. Ferry Authority Board of Directors

The correspondence from the B.C. Ferry Authority regarding the appointment of Sandra Stoddart-Hansen, Southern Mainland Appointment Area, and Susan Mehinagic, Southern Vancouver Island Appointment Area, to its Board of Directors, was received for information.

COMMITTEE/COMMISSION REPORTS

CR1 Report and Recommendations of the Electoral Area Services Committee Meeting of April 19, 2017

17-170

It was moved and seconded:

1. 1. That the Certificate of Sufficiency, confirming that the sufficient petition requesting inclusion into the Malahat Fire Protection Service Area is sufficient, be received; and
2. That Cowichan Valley Regional District Bylaw No. 2414 Malahat Fire Protection Service Establishment Bylaw, 2003 be amended to include the property described as PID 029-941-997, Lot 5, Plan: EPP 60055 and that the amended bylaw be forwarded to the Board for consideration of three readings and adoption.
2. That the CVRD host a multi-agency meeting, as soon as possible, with the Ministry of Environment, Ministry of Forest, Lands and Natural Resources, Department of Fisheries and Oceans, Ministry of Transportation & Infrastructure and Ministry of Energy and Mines, to work on immediate solutions regarding soil deposition in the South Cowichan area.
3. That the Fireworks Discharge Permit be authorized by the Manager of Inspections & Enforcement for the Brentwood College Regatta event located at/near 2735 Mt. Baker Road on April 28, 2017.
4. That a Grant-in-Aid, Electoral Area C - Cobble Hill, in the amount of \$500 be provided to Cowichan Station Area Association to support the Koksilah Ecosystem-based Analysis Project.
5. That a Grant-in-Aid, Electoral Area D - Cowichan Bay, in the amount of \$500 be provided to Frances Kelsey Secondary School Dry Grad 2017 to support its Dry Grad Celebrations.
6. That a Grant-in-Aid, Electoral Area I - Youbou/Meade Creek, in the amount of \$500 be provided to Cowichan Valley Community Radio Society to support Summer Nights Concerts.
7. That a Grant-in-Aid, Electoral Area I – Youbou/Meade Creek, in the amount of \$500 be provided to Lake Cowichan School for a Bursary to a 2017 graduating student.
8. That a Grant-in-Aid, Electoral Area I - Youbou/Meade Creek, in the amount of \$7,500 be provided to Cowichan Lake District Chamber of Commerce to support the Visitor Centre.
9. That unspent funds from Community Works Funds 1.0, in the amount of \$16,671, be approved for energy efficiency upgrades at the Honeymoon Bay Fire Hall.

MOTION CARRIED

17-171 It was moved and seconded:

- 10. That Application No. 01-C-17DVP (449 Seaview Way) to vary Section 11.1(5) of Zoning Bylaw No. 3520 to reduce the interior side parcel line setback from 2 metres to 1.72 metres be approved.**
- 11. That the request by the property owner of 2390 Shawnigan Lake Road to allow three washroom fixtures on the upper floor of an accessory building, in addition to the washroom fixtures on the main floor of the accessory building, be approved.**

MOTION CARRIED

CR2 Report and Recommendations of the Regional Services Committee meeting of April 26, 2017

17-172 It was moved and seconded:

- 2. That a Parks Special Event Permit be issued to Tri Events 1 for a bike race event on June 24, 2017, subject to the conditions outlined in the staff report to the April 26, 2017 Regional Services Committee Meeting.**
- 3. That a letter be sent to the province requesting that the Community Energy and Emissions Inventory (CEEI) data provided to local governments include both transportation and land conversion sources in the future; and that they be made aware of the data inconsistencies in the most recent release.**
- 4. That the Phase I recommendations of the New Normal Cowichan Climate Adaptation Program as outlined in the April 12, 2017 Environmental Services Division Staff Report to the April 26, 2017 Regional Services Committee be implemented.**
- 5. That a facilitated process to review and determine various roles and responsibilities of water governance in the region be developed.**
- 7. That staff gather further information on the correlation between not-for-profit groups and free-tipping, and report back to the Regional Services Committee.**

MOTION CARRIED

17-173 It was moved and seconded:

- 1. That staff report to the Regional Services Committee on a range of options for local government participation in addressing affordable housing and homelessness in the Cowichan Region.**

Opposed: Director Kuhn

MOTION CARRIED

17-174 It was moved and seconded:

- 6. That an analysis of the various options to support a watershed function for the CVRD (watershed specific, sub-regional or regional) for the committee's review and further public input be developed.**

Opposed: Director Kuhn

MOTION CARRIED

STAFF REPORTS

SR1 Staff Report from the Finance Division Re: 2018 Budget Process and Calendar

2:45 PM Director Marcotte entered the meeting at 2:45 PM.

17-175 It was moved and seconded:

- 1. That the 2018 Budget process be approved.**
- 2. That the 2018 Budget Calendar be approved.**

MOTION CARRIED

BYLAWS

B1 It was moved and seconded that "CVRD Bylaw No. 4115 - Building Regulation Amendment Bylaw (Building Code Changes), 2017", be granted 1st, 2nd and 3rd reading.

17-176

MOTION CARRIED

B1 It was moved and seconded that "CVRD Bylaw No. 4115 - Building Regulation Amendment Bylaw (Building Code Changes), 2017", be adopted.

17-177

MOTION CARRIED

CLOSED SESSION

17-178 It was moved and seconded that the meeting be closed to the public in accordance with the *Community Charter* Part 4, Division 3, Section 90 (1)(g) Potential Litigation; and the Closed Session minutes of April 12, 2017.

2:59 PM

MOTION CARRIED

RISE FROM CLOSED SESSION

17-181 It was moved and seconded that the Board rise without report, and return to the Open portion of the meeting.

3:01 PM

MOTION CARRIED

ADJOURNMENT

17-182 **It was moved and seconded that the meeting be adjourned.**
3:01 PM

MOTION CARRIED

The meeting adjourned at 3:01 PM.

Certified Correct:

Chairperson

Deputy Corporate Secretary

Dated: _____

From: noreply@civicplus.com
To: [Shannon Carlow](#); [Tara Daly](#)
Subject: Online Form Submittal: Regular Board Meeting
Date: Thursday, May 04, 2017 1:18:14 PM

Regular Board Meeting

Request to Appear as a Delegation at the Board

Board meetings start at 6:30 p.m. on the second Wednesday and at 1:30 p.m. on the fourth Wednesday of the month. Please note the correct time for the meeting you have applied to attend.

Please Note: Contact information supplied by you and submitted with this form will become part of the public record and will be published in a meeting agenda that is posted online when this matter is before the Board. If you do not wish this contact information disclosed, please contact the FOI Coordinator at 250.746.2507 or 1.800.665.3955 to advise.

| | |
|--|---|
| Meeting Date | 5/10/2017 |
| Contact Information | |
| Contact Name | Dr. Paul Hasselback |
| Representing | Island Health |
| Number Attending | 1 |
| Address | 6475 Metral Drive 3rd floor |
| City | Nanaimo |
| Province | BC |
| Postal Code | V9T 2L9 |
| Telephone Number | 250-739-6304 |
| Reply Email | christal.lawson@viha.ca |
| Presentation Topic and Nature of Request | Overdose prevention site specifically and overdose in the CVRD in general |
| Do you have a PowerPoint presentation? | Yes |

Email not displaying correctly? [View it in your browser.](#)

Cowichan Overdose Prevention Site

Cowichan Valley Regional District

May 10, 2017

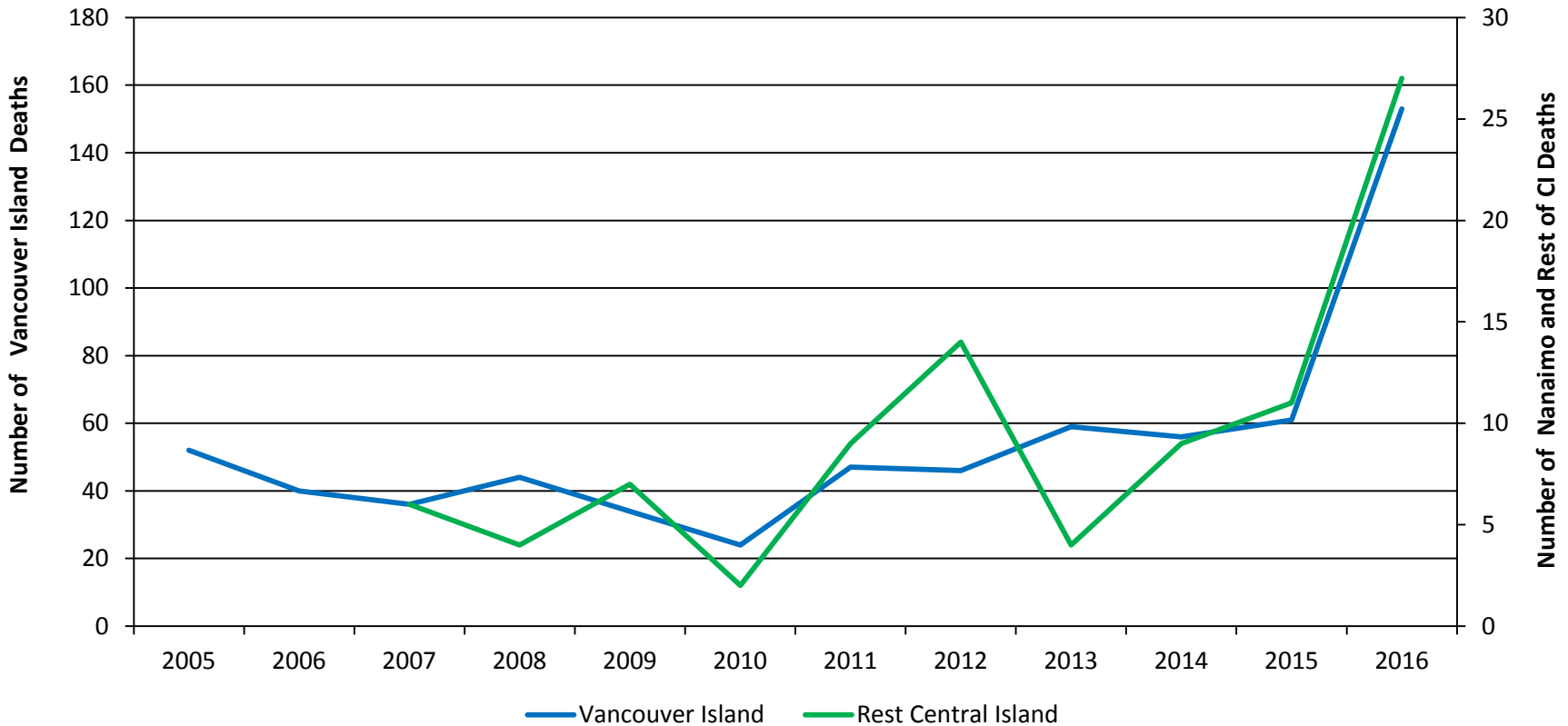
Dr. Paul Hasselback

8



The Development of a Crisis

Illicit Drug Overdose Deaths, Vancouver Island, 2005-2016*



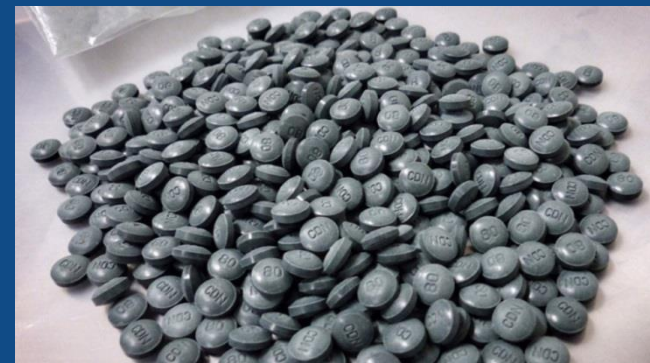
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2017 rates to end of March are almost double that for 2016

Current Use Estimates – Cowichan LHAs

- 350 regular injection users.
- 260 occasional injection users.
- 680 regular users non-injection.
- 7500 cannabis users in past year.

10



Cowichan Valley

- 10 years – 35-40 fatalities.
- *Cowichan experienced a significant surge in mortality in 2016 that continues into 2017.*
- ▣ • 2016 increase – ~4x prior years average.
- 2016 rate remains below average for Island.

Emergency Room Impact

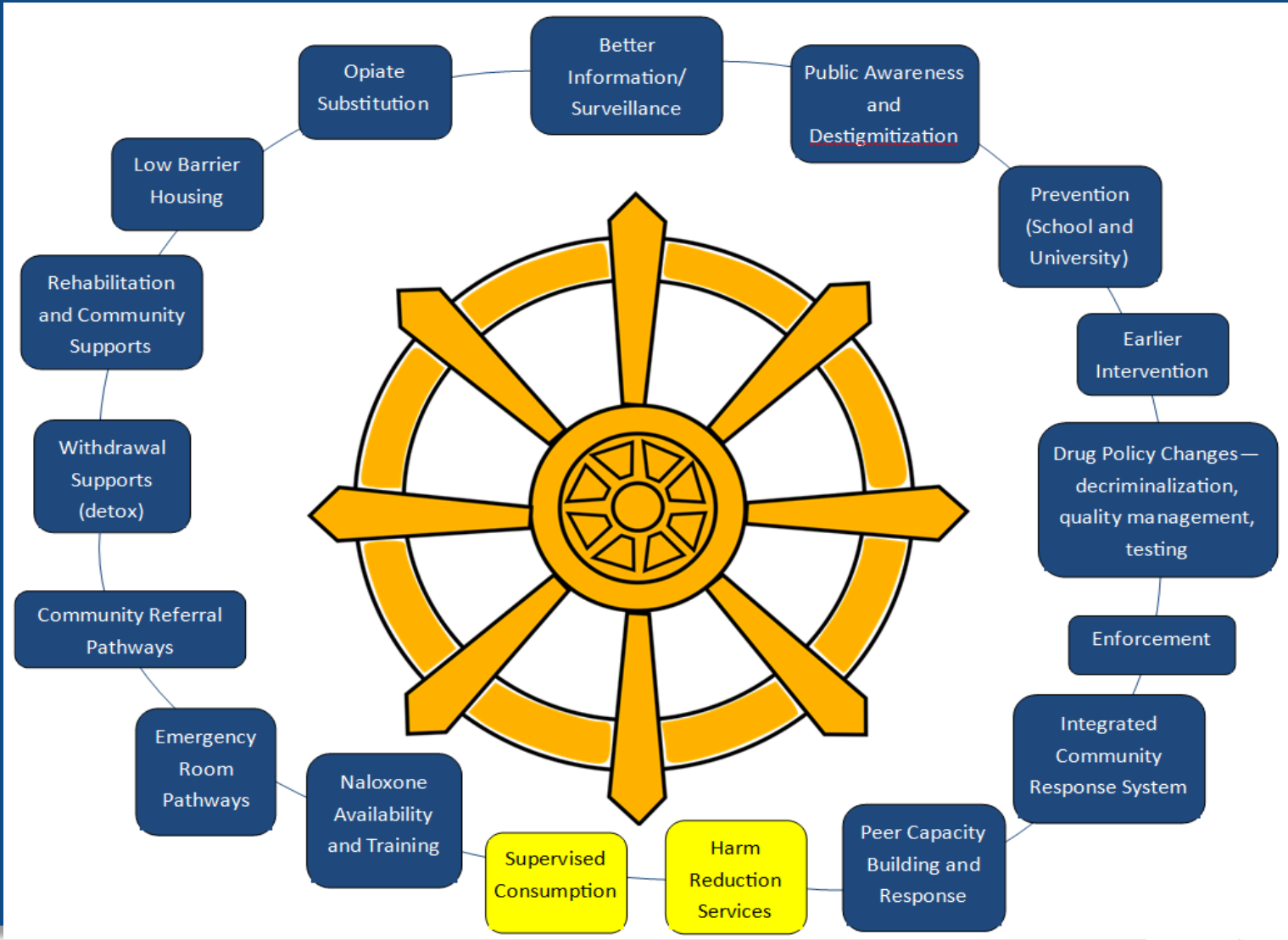
- ~ 20-30 ER visits for non-fatal overdose for each fatality.
- ~ estimated equal number treated in community.
- 80% of overdoses receive naloxone before emergency room, one-quarter by a community member.

12

Emergency Response

- Island Health response January 2016.
- Provincial state of public health emergency April 2016 (remains in effect).
- ¹³• Provincial integrated response August 2016.
 - Ministerial order on Overdose Prevention Sites December 12, 2016.
- National response developing.
 - Bill C-37

Intervention Continuum



14

Limiting Harm

- Engaging and alerting users
- Peer networks
- Naloxone
- Supervised consumption

15



Overdose Prevention/Supervised Consumption

- Effective in reducing overdose deaths.
- No impact on drug use in the community.
- OPS – variety of models:
 - Peer run, housing based, NGO, mobile, stand alone, health facility based.
- SCS Application process needed with community support and demonstrated need. OPS is avenue to demonstrating need.
- Reduced drug paraphernalia in immediate area.

16

Overdose Prevention Service Experience to date

- Six sites currently operational:
 - 2 more coming on line in next few weeks
 - Victoria, Nanaimo, Port Alberni, Courtenay, Campbell River.
- >14000 Island visits since December, >500 initial visitors.
- ~1% with overdose requiring intervention.
- No deaths.
- Few expressions of concern received.

Cowichan Overdose Prevention Site Planning

- Subgroup formed from Sobering and Detox working group.
- Site alternatives being explored.
- Likely host agency identified (not confirmed).
- Target date for opening June/July.
- Hours of operation to be determined.

18

Risks

- Further exacerbation of the perception that increase in needles and drug use is caused by support services - rather than symptom of insecure housing, lack of employment, socioeconomic disparity etc.
- Aggregation of social service activity has perceived negative impact on community.

19

Cowichan Needs

- Destigmatization and public awareness.
- Data.
- Implementation of school and post-secondary resources.
- Street outreach.
- 20 • Expanded access to opioid substitution.
- Expanded drug substance use treatment and coordination.
- Implementation of pathways to care.
- Observed consumption service.
- Expansion in low barrier housing.

Recommendations

- Board of Directors support the establishment of an Overdose Prevention Site in the Cowichan Valley.

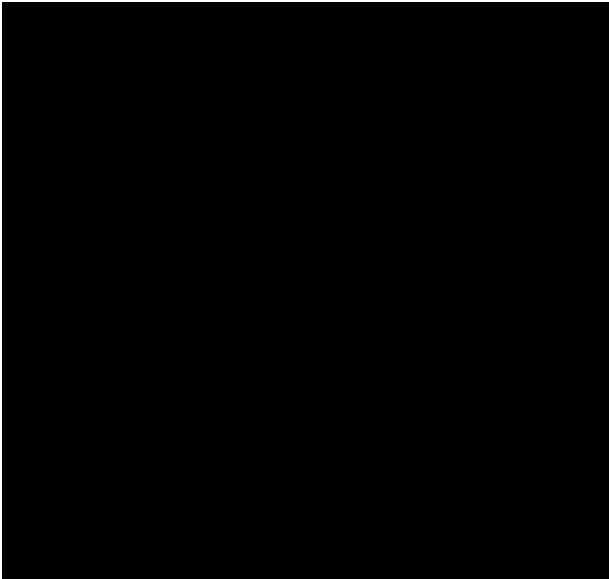
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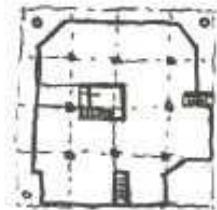
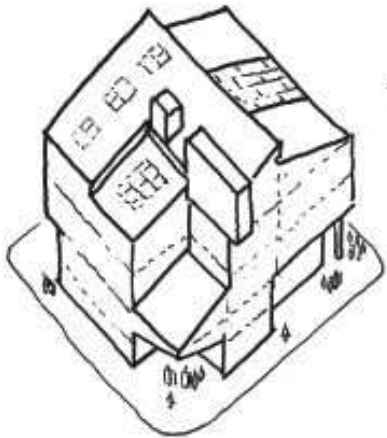
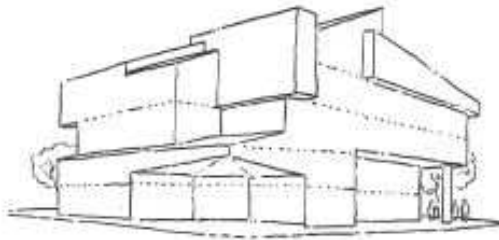




Paul Hasselback MD MSc FRCPC
250.739.6304
Medical Health Officer
Central Vancouver Island
paul.hasselback@viha.ca



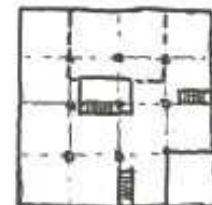
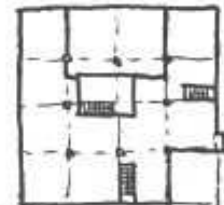




1 Retail



2 Retail/Office

3 Housing Level with
Solar Piazza4 Housing
Mezzanine

DESIGN SUMMARY

This mixed-use “barn” design is a less costly, yet pleasing urban form. The first two levels are a mix of economically generative retail and offices. The upper 2 - 3 levels are open floor plates wrapped around a service core. The individual living environments, built via a “city-wide barn-raising” event, are enclosed within a light structural shell. The shell would function like a giant passive trombe wall, with thermal mass and apertures to help modulate temperature.

- A less costly, yet compelling industrial urban form with passive energy design features.
- Economically generative retail and office spaces at and above street levels.
- Safe, dry, sanitary floor plates with “barn-raised tiny home” living environments.
- Residents are trained and supported by city to manage their own population and the building.
- Mixed use concept provides low-cost living environments and job opportunities that also sustain the development.
- Less capital outlay, less time to build.
- Passive/active design can address numerous carbon-reduction goals.
- Total design is an ecological prototype.



High-end residential

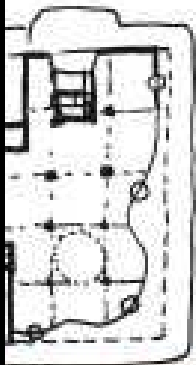
Medium residential

Live/work spaces

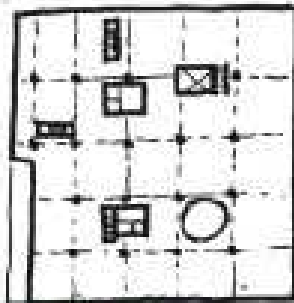
Special residential levels

Offices

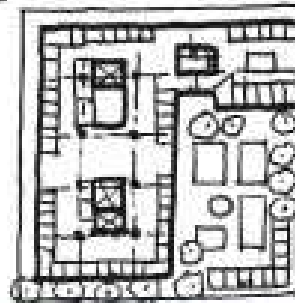
Ground level retail



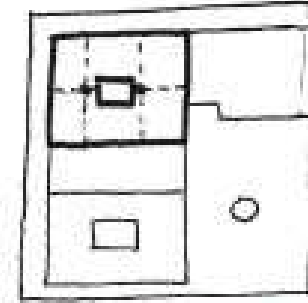
Level, Retail, Unique
Parking & Loading



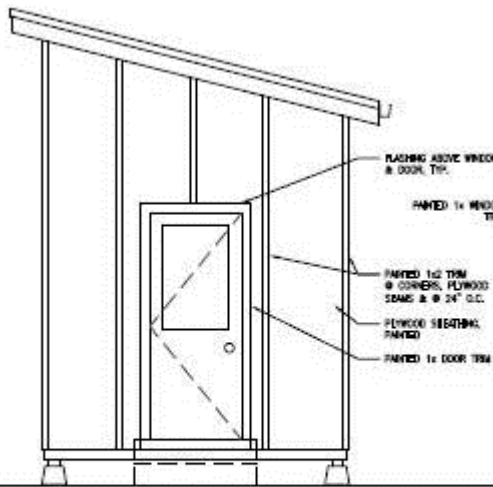
1. Office Levels
& Unique Cores



3. Special Housing Floor Plates,
Utilities, & Outdoor Platform

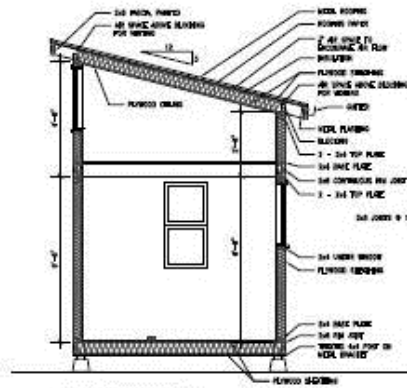


4. Upper & Lower Towers



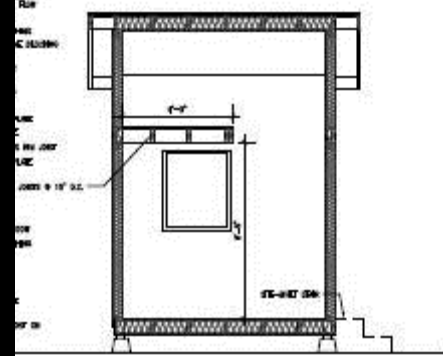
1 FRONT ELEVATION
SCALE: 1/2"=1'-0"

TINY HOUSE CONCEPT | 8' X 8'
Drawings by Mark Lakeman, Linda Pope & Robin Koch

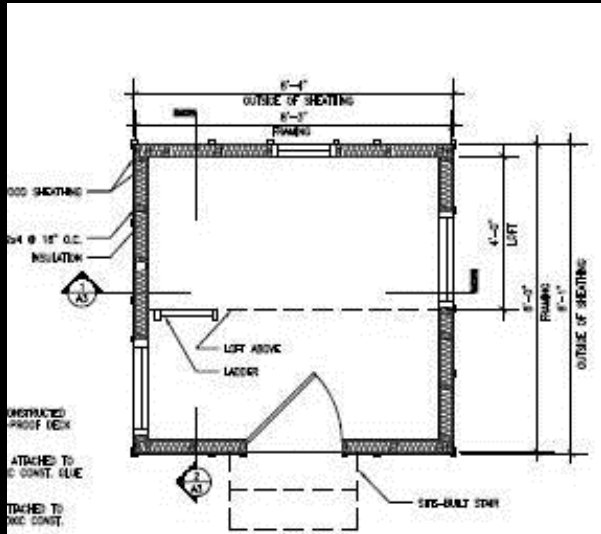


4 BUILDING SECTION
SCALE: 1/2"=1'-0"

TINY HOUSE CONCEPT | 8' X 8'
Drawings by Mark Lakeman, Linda Pope & Robin Koch



5 BUILDING SECTION
SCALE: 1/2"=1'-0"



2 FIRST FLOOR PLAN
SCALE: 1/2"=1'-0"

Houseless Village Self-Development Guidelines

Composed by the Village Coalition

(6-30-2016 Draft)

(Contact Information For Ben Mauro & Team?)

*** The following is a living document, meant to be built upon as others add their own ideas.

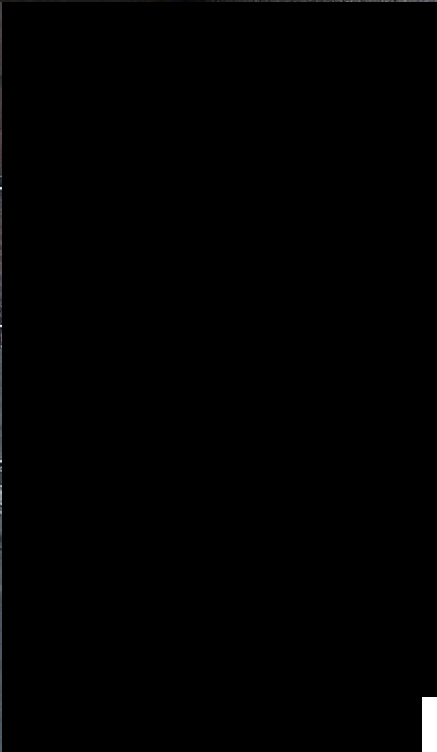
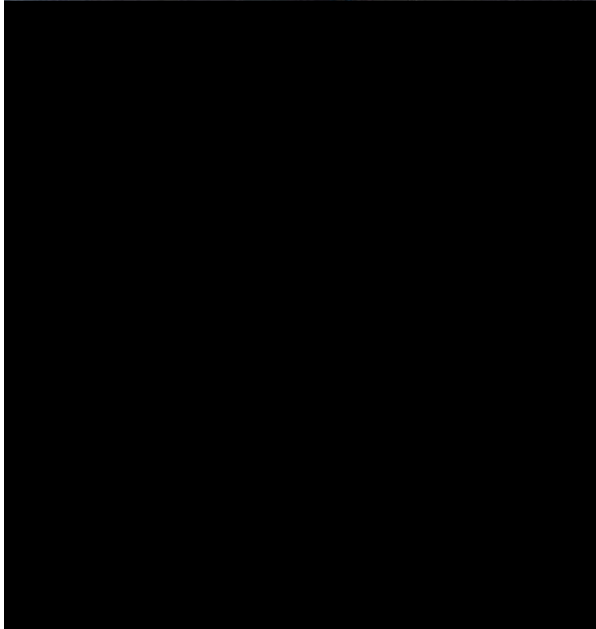
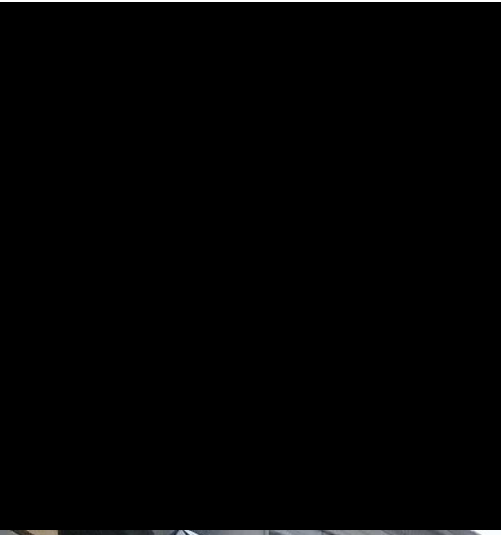
Summary

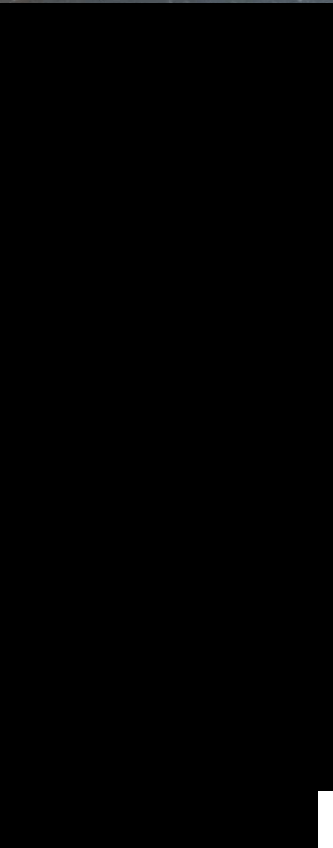
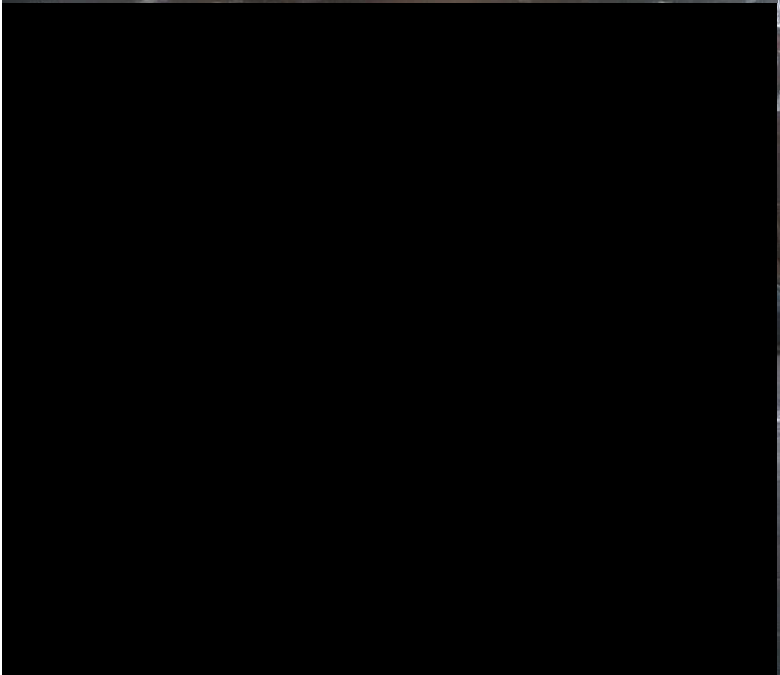
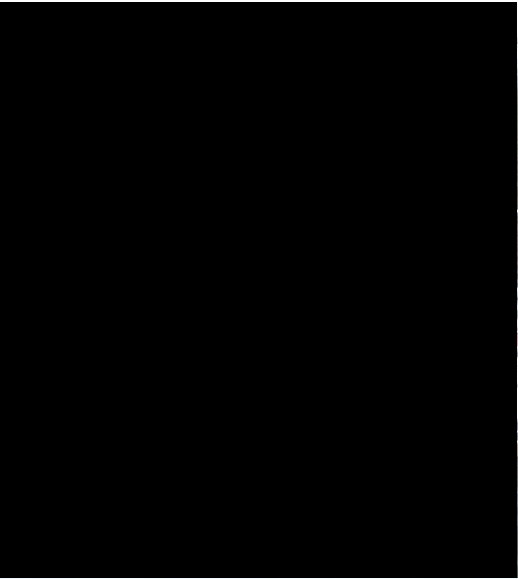
This document has been co-created by people who have been working in the trenches, houseless people and their allies, since 1999. Through thick and thin, including at Dignity Village and R2DToo, Hazelnut Grove and more, we have learned our way through sweat and work. It is our honor to present these guiding ideas to anyone who can benefit from them, so that you won't need to needlessly reinvent the wheel.

Vision & Concept

Just because you may not have a house doesn't mean you don't belong. The fact is, not even housed people in America tend to live in Villages, and by "Village" we mean places where people have a voice and a sense of power with each other. Not "power-over" others, but the kind of power to make sure that you and everyone else in your community is warm and safe, can make decisions on their own behalf, and that you can live in a place of mutual respect and shared dignity. When that shared benefit is your core creed, anything that you make will express your quality and integrity. When a community is built upon these priorities, it has the best chance to survive, thrive, change old fashioned and selfish mindsets, and be beautiful. In fact, this will not only uplift your own life, it can also inspire others to take action to change their own part of the world!

A village is a place where people find much more in common with each other, and it's different kind of place than a neighborhood where most people don't even know each other's names, work together, or even care about each other. As we've seen overtime at Dignity Village, when people live in some





Clean Water and Wastewater Fund

*MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT
Local Government Infrastructure and Finance
Location: 4th Floor, 800 Johnson Street
Mailing: PO Box 9838 STN PROV GOVT, Victoria, BC V8W 9T1
Telephone: 250-387-4060
Website: www.gov.bc.ca/cleanwaterwastewaterfund*

April 26, 2017

Brian Carruthers
Chief Administrative Officer
Cowichan Valley Regional District
175 Ingram St
Duncan, British Columbia V9L 1N8

Dear Brian Carruthers:

**Re: Clean Water and Wastewater Fund:
Project #C40190 - Mill Bay Wastewater Integration Project (Area A)**

Thank you for your application for funding under the Clean Water and Wastewater Fund (CWWF).

After careful consideration, we would like to advise that the above noted project was not selected for funding under CWWF.

The program received significantly more applications than could be funded. This decision does not reflect on the importance of this project for your community, but rather the degree by which the program has been oversubscribed. All applications were equitably reviewed and given consideration for funding. The CWWF program is fully allocated.

If you have any questions, please contact Lee Johnson, CWWF Program Manager, by email at: Lee.Johnson@gov.bc.ca.

Additional program information can be found at the Clean Water and Wastewater Fund website: www.gov.bc.ca/cleanwaterwastewaterfund

Thank you for your interest in the CWWF. We wish you every success with your community project.

Yours truly,

Liam Edwards, Executive Director
Local Government Infrastructure and Finance
Ministry of Community, Sport and Cultural Development

cc: Brian Bedford, Director
Local Government Infrastructure and Finance
Ministry of Community, Sport and Cultural Development



Clean Water and Wastewater Fund

MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT
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 Telephone: 250-387-4060
 Website: www.gov.bc.ca/cleanwaterwastewaterfund

April 26, 2017

Brian Carruthers
 Chief Administrative Officer
 Cowichan Valley Regional District
 175 Ingram St
 Duncan, British Columbia V9L 1N8

Dear Brian Carruthers:

Re: Clean Water and Wastewater Fund:
Project #C40179 - Shawnigan Lake North Water System Upgrades - Area B

Thank you for your application for funding under the Clean Water and Wastewater Fund (CWWF).

After careful consideration, we would like to advise that the above noted project was not selected for funding under CWWF.

The program received significantly more applications than could be funded. This decision does not reflect on the importance of this project for your community, but rather the degree by which the program has been oversubscribed. All applications were equitably reviewed and given consideration for funding. The CWWF program is fully allocated.

If you have any questions, please contact Lee Johnson, CWWF Program Manager, by email at: Lee.Johnson@gov.bc.ca.

Additional program information can be found at the Clean Water and Wastewater Fund website: www.gov.bc.ca/cleanwaterwastewaterfund

Thank you for your interest in the CWWF. We wish you every success with your community project.

Yours truly,

Liam Edwards, Executive Director
 Local Government Infrastructure and Finance
 Ministry of Community, Sport and Cultural Development

cc: Brian Bedford, Director
 Local Government Infrastructure and Finance
 Ministry of Community, Sport and Cultural Development



Clean Water and Wastewater Fund

MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT
Local Government Infrastructure and Finance
Location: 4th Floor, 800 Johnson Street
Mailing: PO Box 9838 STN PROV GOVT, Victoria, BC V8W 9T1
Telephone: 250-387-4060
 Website: www.gov.bc.ca/cleanwaterwastewaterfund

April 26, 2017

Brian Carruthers
 Chief Administrative Officer
 Cowichan Valley Regional District
 175 Ingram St
 Duncan, British Columbia V9L 1N8

Dear Brian Carruthers:

Re: Clean Water and Wastewater Fund:
Project #C40124 - Cobble Hill Wastewater Integration and Re-use Upgrade Project

Thank you for your application for funding under the Clean Water and Wastewater Fund (CWWF).

After careful consideration, we would like to advise that the above noted project was not selected for funding under CWWF.

The program received significantly more applications than could be funded. This decision does not reflect on the importance of this project for your community, but rather the degree by which the program has been oversubscribed. All applications were equitably reviewed and given consideration for funding. The CWWF program is fully allocated.

If you have any questions, please contact Lee Johnson, CWWF Program Manager, by email at: Lee.Johnson@gov.bc.ca.

Additional program information can be found at the Clean Water and Wastewater Fund website: www.gov.bc.ca/cleanwaterwastewaterfund

Thank you for your interest in the CWWF. We wish you every success with your community project.

Yours truly,

Liam Edwards, Executive Director
 Local Government Infrastructure and Finance
 Ministry of Community, Sport and Cultural Development



cc: Brian Bedford, Director
 Local Government Infrastructure and Finance
 Ministry of Community, Sport and Cultural Development



Clean Water and Wastewater Fund

*MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT
Local Government Infrastructure and Finance
Location: 4th Floor, 800 Johnson Street
Mailing: PO Box 9838 STN PROV GOVT, Victoria, BC V8W 9T1
Telephone: 250-387-4060
Website: www.gov.bc.ca/cleanwaterwastewaterfund*

April 26, 2017

Brian Carruthers
Chief Administrative Officer
Cowichan Valley Regional District
175 Ingram St
Duncan, British Columbia V9L 1N8

Dear Brian Carruthers:

**Re: Clean Water and Wastewater Fund:
Project #C40180 - Saltair Water System Upgrades - Area G**

Thank you for your application for funding under the Clean Water and Wastewater Fund (CWWF).

After careful consideration, we would like to advise that the above noted project was not selected for funding under CWWF.

The program received significantly more applications than could be funded. This decision does not reflect on the importance of this project for your community, but rather the degree by which the program has been oversubscribed. All applications were equitably reviewed and given consideration for funding. The CWWF program is fully allocated.

If you have any questions, please contact Lee Johnson, CWWF Program Manager, by email at: Lee.Johnson@gov.bc.ca.

Additional program information can be found at the Clean Water and Wastewater Fund website: www.gov.bc.ca/cleanwaterwastewaterfund

Thank you for your interest in the CWWF. We wish you every success with your community project.

Yours truly,

Liam Edwards, Executive Director
Local Government Infrastructure and Finance
Ministry of Community, Sport and Cultural Development

cc: Brian Bedford, Director
Local Government Infrastructure and Finance
Ministry of Community, Sport and Cultural Development





ELECTORAL AREA SERVICES COMMITTEE REPORT

OF MEETING HELD MAY 3, 2017

DATE: May 8, 2017

To: Board of Directors

1. That a Grant-in-Aid, Electoral Area E - Cowichan Station/Sahtlam/Glenora, in the amount of \$500 be provided to Cowichan Valley Naturalist's Society, to assist with the community led initiative to control invasive species (Knotweed).
2. That a Grant-in-Aid, Electoral Area E - Cowichan Station/Sahtlam/Glenora, in the amount of \$100 be provided to Frances Kelsey Secondary School Dry Grad 2017 Committee to support its 2017 Dry Grad Celebration.
3. That a Grant-in-Aid, Electoral Area A - Mill Bay/Malahat, in the amount of \$1,000 be provided to Cobble Hill Event Society to assist the Farmer's Market and Live Music events.
4. That the Cowichan Valley Regional District wishes to "opt out" of providing comment to the Liquor Control and Licencing Branch with regard to the application for a Permanent Change to a Liquor Licence for increased liquor service hours by March Meadows Golf Club (liquor licence 177851) located at 10298 South Shore Road, Honeymoon Bay (Area F).
5.
 1. That the proposal received from the Rotary Club of South Cowichan (Mill Bay) dated April 19, 2017, to construct and dedicate to the CVRD an open air multi-use timber structure at Elsie Miles Park (Shawnigan Lake) be approved;
 2. That a Federal Gas Tax Program Community Works Funding Agreement in the amount of \$100,000 for the Shawnigan Lake Pavilion construction project be entered into with the South Cowichan Rotary Club Foundation;
 3. That up to \$48,000 from the Function 232 (Shawnigan Lake Community Parks) budget for the Shawnigan Lake Pavilion construction project be approved.
6. That the Board of Directors of the Cowichan Valley Regional District supports the closure of Watson Road between Heigh Street and Fisher Road for a Homesteading Fair on June 3 and 4, 2017.
7.
 1. That a bylaw be prepared to amend "CVRD Bylaw No. 2144 – Electoral Area I – Youbou/Meade Creek Critical Location Streetlighting Service Bylaw", to increase the maximum annual requisition limit from \$1,245 to \$1,555; and
 2. That the Critical Street Lighting Area I Amendment Bylaw be forwarded to the Board for consideration of three readings and adoption.
8.
 1. That a bylaw be prepared to amend "CVRD Bylaw No. 2987 – Arbutus Mountain Estates Water System Service Establishment Bylaw 2007", to increase the maximum annual requisition limit from \$90,000 to \$112,410; and

2. That the amendment bylaw be forwarded to the Board for consideration of three readings and adoption.
9.
 1. That staff proceed with establishment of a water and wastewater Utility Commission;
 2. Develop a financial strategy for adjusting utility customer rates to achieve sustainable operational income for each utility system and add the cost for long term asset replacement, once established;
 3. Develop a water and wastewater utility Acquisition Policy and extend the existing utility takeover moratorium until the acquisition policy is complete and the backlog of work be addressed;
 4. Develop and implement a Utility Information Technology Strategy and plan;
 5. Develop an internal and external Communication Plan; and
 6. Prepare a business case and job description for hiring a qualified journeyman electrician/ instrumentation and an assistant superintendent of outside operations in the 2018 budget and a temporary engineering technologist.

Electoral Area Directors only vote on the following under Part 14 - Planning and Land Use Management of the Local Government Act:

10. That Application No. 01-E-17DP/VAR (5920 Clements Road) and a variance to Section 5.2 (e) from 100 m² to 133 m² be approved for a residential accessory building in the Agricultural Protection Development Permit Area (DPA).
11.
 1. That the Official Community Plan and Zoning Amendment Bylaws for Application No. 02-H-16RS (PID: 008-477-043) be forwarded to the Board for consideration of 1st and 2nd Reading;
 2. That the referrals to Ministry of Transportation and Infrastructure, North Oyster Volunteer Fire Department, Island Health, Regional District of Nanaimo, and Nanaimo Airport Commission, be accepted;
 3. That a public hearing be scheduled with Directors from Electoral Areas H, G and A as delegates.
12. That Development Variance Permit Application No. 01-D-16DVP (4370 Kingscote Road) be denied.



**CORPORATE SERVICES COMMITTEE REPORT
OF MEETING HELD MAY 10, 2017**

DATE: May 10, 2017

To: Chairperson and Directors of the Board

Your Corporate Services Committee reports and recommends as follows:

That the BDO Canada LLP's Audit Results and Communication report be received and that the 2016 Financial Statements be approved.



STAFF REPORT TO THE BOARD

DATE OF REPORT May 1, 2017

MEETING TYPE & DATE Board Meeting of May 10, 2017

FROM: General Manager
Community Services Department

SUBJECT: Cowichan Sportsplex Track Improvement Project Funding Request

FILE:

PURPOSE/INTRODUCTION

The purpose of this report is for the Board to consider funding to improve the track facility at the Cowichan Sportsplex.

RECOMMENDED RESOLUTION

That the Chesterfield Sports Society be provided with \$75,000 for the purpose of upgrading the track surface at the Cowichan Sportsplex in advance of the 2018 BC Summer Games with the funds being allocated from the Regional Grant-In-Aid portion of the Function 100 - General Government budget.

BACKGROUND

The Chesterfield Sports Society, responsible for operation of the Cowichan Sportsplex, has requested funding to upgrade the track surface at the Cowichan Sportsplex. The request is for \$75,000 (or 8.6% of the project cost), as outlined in the attached letters of March 13 and May 1, attached to this report. Additional information is available in consultant reports, and a detailed cost breakdown, also attached to this report. Note that the cost breakdown is scaled back from the consultant recommendations.

ANALYSIS

The Cowichan Sportsplex has been confirmed as the athletics venue for the 2018 BC Summer Games. It has been estimated that the economic benefit to the region from the event will be \$2.6M. There are no other viable alternatives for an athletics venue within the region.

FINANCIAL CONSIDERATIONS

The request is for \$75,000. Remaining funds within the regional grant-in-aid function are \$85,675.

COMMUNICATION CONSIDERATIONS

If the Board chooses to support the request for funding, staff will request that the CVRD is promoted on Sportsplex project signage.

STRATEGIC/BUSINESS PLAN CONSIDERATIONS

N/A

Referred to (upon completion):

- Community Services (*Island Savings Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Public Safety, Facilities & Transit*)
- Corporate Services (*Finance, Human Resources, Legislative Services, Information Technology*)
- Engineering Services (*Environmental Services, Water Management, Recycling & Waste Management*)

- Planning & Development Services (*Community & Regional Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)
- Strategic Services

Prepared by:

Reviewed by:



John Elzinga
General Manager

Not Applicable
Not Applicable

Not Applicable
Not Applicable

Reviewed for Form and Content and Approved for Submission to the Board:
Chief Administrative Officer's Comments / Concurrence



Brian Carruthers
Chief Administrative Officer

ATTACHMENTS:

- Attachment A – Letters dated March 13, 2017 and May 1, 2017 from Chesterfield Sports Society
- Attachment B – Turf_Track Replacement Budget revised without Canada 150
- Attachment C – Report by Dialog Sport Architect
- Attachment D – Weiker report re Track upgrades



May 1, 2017

Cowichan Valley Regional District
Board Chair & Directors
175 Ingram Street
Duncan BC V9L 1N8

Dear Chair Lefebure and CVRD Directors,

Further to our letters dated October 17, 2016 and March 13, 2017, we provide this update on the special capital projects that the Cowichan Sportsplex is undertaking in 2017 to renew 2 key venues: 1. Track & Field and 2. Artificial Turf.

As previously reported, we were unsuccessful in receiving a Canada 150 grant, but these replacement projects must proceed in 2017, not only because we have reached the end of the expected lifespan of both the track and the artificial turf, but because we have been chosen as the venue for the athletics competitions at the 2018 BC Summer Games (and possibly the opening and closing ceremonies).

With the bid for the BC Summer Games being submitted as a regional effort through the CVRD, and with the Sportsplex being a regional sports and recreation facility, our Society has requested participation from your Board (\$75,000 or 8.6% of the project costs), the City of Duncan (\$25,000 or 2.9%) and the Municipality of North Cowichan (\$175,000 or 20%) along with \$600,000 (68.5%) from our capital replacement fund.

Updates:

- After the Canada 150 grant was denied, we scaled the project cost back from \$1.2 million to \$875,000.
- We have received confirmation of funding from North Cowichan in the amount of \$175,000.
- We made a follow-up presentation to the City of Duncan on May 1 and confirming our request for \$25,000.
- In order to meet the order and installation deadlines of our track and turf suppliers, we have signed contracts and written deposit cheques in the amounts of \$21,817 (Tomko Sports) and \$178,500 (AstroTurf), respectively.
- The track is scheduled for replacement in early July 2017.
- The artificial turf is scheduled for replacement in mid July 2017.

Below is a Summary of the Project Budget: (detailed budget attached)

2017 Capital Project Costs

| | | |
|----------------------------------|------------|-------------------|
| Track & Field surface & upgrades | \$ 207,173 | |
| Artificial Turf surface | \$ 625,003 | |
| Contingency (base-layer repairs) | \$ 42,274 | |
| TOTAL Project Costs | | \$ 873,784 |

Proposed Funding Sources:

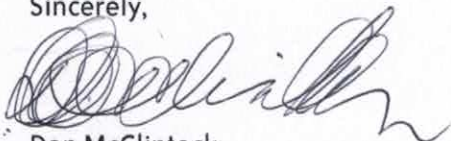
| | | |
|--------------------------------|--------------------|--|
| Chesterfield Sports Society | \$ 600,000 (68.6%) | |
| Local Government Requests: | | |
| CVRD | \$ 75,000 (8.6%) | |
| City of Duncan | \$ 25,000 (2.9%) | |
| Municipality of North Cowichan | \$ 175,000 (20%) | |
| Sub-total | \$ 275,000 (31.5%) | |

TOTAL Proposed Funding \$ 875,000

The Cowichan Sportsplex is a place where sports, fitness and recreation happen 365 days of the year. The Chesterfield Sports Society is made up of volunteers from throughout the Cowichan Region. They are dedicated to better health and vitality in our community. Our success to date has largely been due to the partnerships we have formed with our local government bodies including the CVRD since 1996.

Thank you for your continued support and for your consideration. Your participation in this special capital project will leverage significant benefits to our community and leave us well positioned to showcase Cowichan at the 2018 BC Summer Games.

Sincerely,



Don McClintock,
President

COWICHAN
SPORTSPLEX

Actively inspiring a healthy community



March 13, 2017

Cowichan Valley Regional District
Board Chair & Directors
175 Ingram Street
Duncan BC V9L 1N8

Dear Chair Lefebure and CVRD Directors,

The Chesterfield Sports Society is eager to work with our local governments including the CVRD, the City of Duncan and the Municipality of North Cowichan to host a successful 2018 BC Summer Games.

Further to our letter dated October 17, 2016, we respectfully request a contribution of \$75,000 from the CVRD to upgrade the track surface at the Cowichan Sportsplex in preparation for the games.

Track & Field experts and our local CVAC Jaguars advise, and our Board agrees, that the track at the Sportsplex is in need of upgrades to make it safe and therefore fit to host the Games. The track surface has an expected service life of 8 years and 9 year have passed since it was installed in 2008.

Although our request to the Canada 150 program was unsuccessful, the track improvement project must go ahead in August 2017. Our artificial turf surface is also 12 years old with a service life of 8 to 10 years so it too will be replaced in 2017.

In 2018, the Cowichan Sportsplex will be the venue for the BC Summer Games athletics competitions and possibly the opening and closing ceremonies. As a regional sports and recreation facility, it will take the support of the entire region to upgrade the facility and make it ready for competition.

To support our request for capital funding, we have enclosed:

1. Two reports from consultants that support the need for upgrades to the Sportsplex facilities.
2. Photos of the aging track and artificial turf are on p. 2 and 4 of the Dialog Report.
3. A detailed description and cost breakdown for the \$873,050 capital projects.

| | |
|---------|------------|
| Finance | Copies to: |
| | DRL |
| | |
| Date: | Mar 23/17 |

Below is a Summary of the Project Budget:

2017 Capital Project Costs

| | | |
|----------------------------------|------------|-------------------|
| Track & Field surface & upgrades | \$ 207,100 | |
| Artificial Turf surface | \$ 625,000 | |
| Contingency (base-layer repairs) | \$ 40,950 | |
| TOTAL Project Costs | | \$ 873,050 |

Proposed Funding Sources:

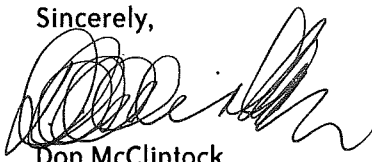
| | | |
|--------------------------------|--------------------|-------------------|
| Chesterfield Sports Society | \$ 598,050 (68.5%) | |
| Local Government Requests: | | |
| CVRD | \$ 75,000 (8.6%) | |
| City of Duncan | \$ 25,000 (2.9%) | |
| Municipality of North Cowichan | \$ 175,000 (20%) | |
| Sub-total | \$ 275,000 (31.5) | |
| TOTAL Proposed Funding | | \$ 873,050 |

The benefits our community will reap from the BC Summer Games are immeasurable. Benefits such as increased interest and participation in local sport, increased opportunity for volunteers and heightened community pride, direct & indirect economic impacts from both the games and from return visits to our area in the future.

The Cowichan Sportsplex is a place where sports, fitness and recreation happen 365 days of the year. The Chesterfield Sports Society is made up of volunteers from throughout the Cowichan Region. They are dedicated to better health and vitality in our community. Our success to date has largely been due to the partnerships we have formed with our local government bodies including the CVRD since 1996.

Thank you for your continued support and for your consideration. Your participation in this special capital project will leverage significant benefits to our community and leave us well positioned to showcase Cowichan at the 2018 BC Summer Games.

Sincerely,



Don McClintock,
President

COWICHAN SPORTSPLEX - 2017 Capital Projects Budget
Resurface 2 Venues: 1. Artificial Turf & 2. Track & Field



| *Revised Budget without Canada 150 Grant | | 5% GST | 32% of GST (after rebates) | Cost to Society |
|--|----------------|---------------|-------------------------------|-----------------|
| Project Budget | | | | |
| Artificial Turf | | | | |
| Remove & Dispose / Recycle Main Pitch (6440sqm) to be done by volunteers | 5,400 | | | |
| Remove & Dispose / Recycle Warm - up pitch (1365sqm) | 4,095 | | | |
| Install new Turfted Nylon Synthetic Turf Surface on Main Pitch (\$77/sqm) | 495,880 | | | |
| Install new Tufted Nylon Synthetic Turf Surface on Warm-up Pitch (\$77/sqm) | 105,105 | | | |
| Minor repairs to Elastic Layer Shock Pad (est. 2% of total area) | 4,680 | | | |
| Replace existing irrigation heads | | | | |
| Total Artificial Turf | 615,160 | 30,758 | 9,843 | 625,003 |
| Track | | | | |
| Clean existing track oval & field event run-ups (5655sqm x \$2) | 11,310 | | | |
| Spot Repair to Existing Track (est. 2% of total area x \$130/sqm) | 15,000 | | | |
| Re-surface track oval including with 4mm Polyurethane Top Coat (5655sqm x \$65) | 150,000 | | | |
| Total Track Surface Only | 176,310 | 8,816 | 2,821 | 179,131 |
| Field Venues | | | | |
| Long Jump / Triple Jump (2 pits side by side not 4), excavation, disposal, backfill. | 15,000 | | | |
| Shot Put (use existing throwing circle, excavate & fill additional 3 meters) | 2,850 | | | |
| Timing area (electrical & conduit under the track;300' trench & sand) | 5,000 | | | |
| Hammer Circle (install new throwing circle, cage not required) | 4,750 | | | |
| Total Just Field Venues | 27,600 | 1,380 | 442 | 28,042 |
| Total Track & Field Venues | | | | 207,173 |
| Total Project Costs including 32% of GST | | | | 832,175 |
| 5% Contingency (possible repairs to turf base tbd once the carpet is removed) | 41,609 | 2,080 | 666 | 42,274 |
| TOTAL PROJECT COSTS including 5% Contingency | | | | 873,784 |

| Proposed Funding Sources | |
|---------------------------------|-------------------|
| Sportsplex 68.6% (confirmed) | 600,000 |
| North Cowichan 20% (approved) | 175,000 |
| CVRD 8.6% (pending) | 75,000 |
| City of Duncan 2.9% (pending) | 25,000 |
| Total: | \$ 875,000 |

COWICHAN SPORTPLEX SPORT SURFACING REVIEW

The following brief examines the current condition of the field hockey pitch synthetic turf and the running track rubberized surface and makes recommendations regarding replacement rationalization and costs.

Field Hockey Pitch Re-Surfacing

Current Condition

This nylon synthetic turf surface was installed in 2005. As such, the surface has exceeded its 8-year warranty period. Synthetic turf is generally robust enough to continue to provide a safe and playable surface for at least two years after the warranty period. After that point the UV damage to the surface causes seams to fail, turf fibres to break-off, and extreme wear in high use areas. This surface shows all of these conditions. The surface no longer provides proper and safe playing conditions. In addition, the water cannon heads do not efficiently apply water to the turf and need to be replaced. The images on the following page show the extreme wear the surface is showing including areas that have had to be patched due to failure.

Recommendations

The surface should be replaced with a new synthetic turf surface. The surface must be FIH (the national/international governing body for field hockey) approved and in order to maximize service life, playability, and wet pitch consistency, the product should be a high weight tufted nylon product. Several synthetic turf companies produce such a product so competitive tendering can be used to obtain the best price. The irrigation heads can be replaced by a local irrigation company.

Process and Cost

The process of installing the new synthetic turf surface involves removal of the existing turf and the installation of the new turf. The old surface is cut along its original seams and rolled up. The material can be recycled in a number of ways. It can be taken to a recycling plant for mincing and re-use in post-consumer product manufacturing, it can be used for fuel at a cogeneration plant, or it can be cut into strips for use as landfill cover, erosion control, and even temporary walkways.

Once the turf is removed the elastic layer shock pad can be reviewed for its condition. Generally, because it is protected from UV rays, the shock pad remains in excellent condition. After any necessary minor repairs are made to the elastic layer the new product can be installed over it. Most game lines will be tufted into the turf, however some lines will have to be installed on site. The entire process, from removal to installation, takes approximately 3 to 4 weeks, weather dependent. The work should be completed during the warm and dry summer months to ensure a successful installation.

The removal and disposal/recycling costs will be approximately \$3/m², elastic layer repairs will be approximately \$30/m² for perhaps 2% of its total area, and the installation costs will be approximately \$77/m². These costs are inclusive of contractor overhead and profit, but exclude consulting costs and taxes. The competition pitch has an area of 6,440m² and the warm-up pitch has an area of 1,365m² for a total area of 7,805m². The total removal/installation cost would thus be approximately \$629,080.

PRINCIPALS

JIM ANDERSON, AIBC, AAA, OAA, LEED® AP
CRAIG APPLGATH, AIBC, PPOAA, AAA, LEED® AP
NARESH ARORA, P. ENG.
JOOST BAKKER, AIBC, AAA, OAA, SAA
ALAN BONIFACE, AIBC, AAA, AIA
GERALD CARSON, P. ENG.
DOUG CINNAMON, AIBC, AAA*

JEFF DIBATTISTA, PHD, P.ENG., LEED® AP
FADI GHORAYEB, M.ENG, P.ENG, STRUCT ENG, MISTRUCTE, FEC
JIM GOODWIN, AIBC, AAA, OAA, NSAA
RALPH HILDENBRANDT, P.ENG., LEED® AP
NORMAN HOTSON, AIBC, AAA, OAA
DARIA KHACH, P.ENG.
ADRIAN LAO, AAA, MRAIC, LEED® AP

JANICE LIEBE, AIBC, AAA, OAA, LEED® AP
TIM MCGINN, P. ENG., LEED® AP
DAVID MINER, AIBC, AAA, OAA, SAA, LEED® AP
JIM MONTGOMERY, P. ENG., LEED® AP
MARTIN NIELSEN, AIBC, P. ENG.
MARTIN SPARROW, AIBC, AAA, OAA, LEED® AP
TOM SUTHERLAND, AIBC, AAA, OAA, LEED® AP

LYNN WEBSTER, AIBC, AAA, OAA, LEED® AP
THOMAS WU, PHD, PENG, STRUCT ENG, PE, SE
ROD YEON, B.A. SC., P.ENG, P.E., LEED® AP BD+C

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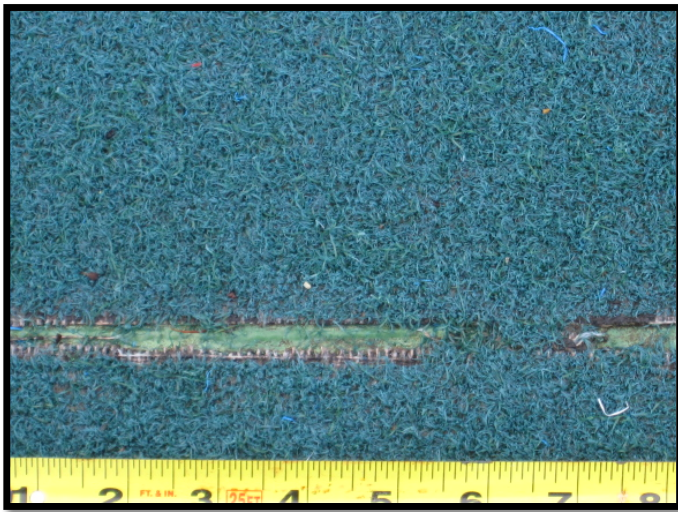
TURF SEAM SPLITTING



TURF PATCH



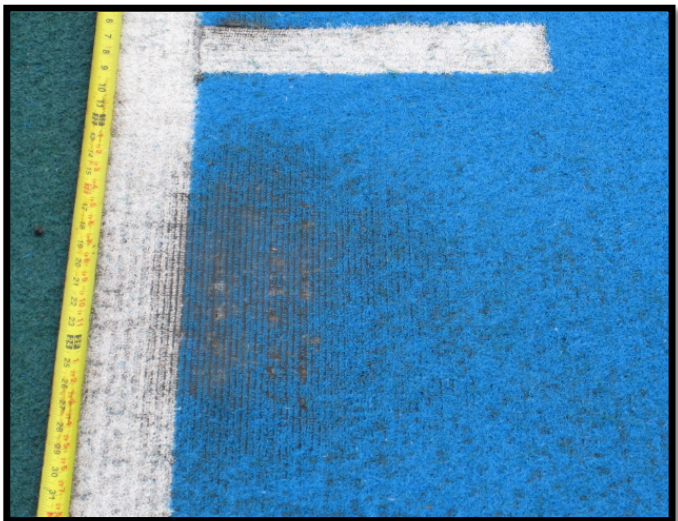
TURF PATCH



SPLITTING TURF SEAM



PATCHED TURF SEAM



THREADBARE TURF

Running Track Oval Re-Surfacing

Current Conditions

This latex surface was installed in 2000 and a new polyurethane top coat was applied in 2008. Running track rubberized surfaces, although only warranted for 5-years, generally can last upwards of 20 years, depending on the amount of use they receive. However, it is sometimes the case where the installed materials were not of the quality to ensure this length of service life. This appears to be the case with this surface. After only eight years the surface is showing high wear and widespread delamination. The surface can be repaired, however, if it is left and not re-coated the entire track could be at risk of failure resulting in the need for a total replacement of the track surface at a much greater cost. The images on the following page show the extent of the degradation of the surface in all areas of the track.

Recommendations

The track should be power washed to clean the track and to review the areas of high damage. Areas of high damage should be cut out and replaced with new surfacing. Once those repairs are made the entire remaining surface should be recoated with 4mm of polyurethane running track surfacing and broadcasted EPDM rubber granules (for the wearing surface). The track lines and event markings would be applied upon completion of the surface. It is recommended that the new surface be tested by an accredited testing laboratory to ensure that it meets the industry standards that produce long service life products.

Process and Costs

The track is power washed with both a whirly-bird and power-wand tools. This ensures the track is clean and all loose material removed. Damaged areas are cut out and scraped off the underlying asphalt (generally 2% of the total area). A primer is applied to the underlying surface to ensure adhesion followed by the application of the polyurethane to fill the void. The top coat material is applied as a liquid over the existing surface and the wear layer EPDM rubber granules are applied over it. The material is self-leveling and once cured it is ready for use. The lines and event markings are applied once the surface has cured. The cleaning/repair process and the top coating and line striping process takes approximately 3 to 4 weeks, weather dependent. The work should be completed during the warm and dry summer months to ensure a successful installation.

The cleaning costs will be approximately \$2/m², the repair costs approximately \$130/m², and the top coating/lining installation costs will be \$65/m². These costs are inclusive of contractor overhead and profit, but exclude consulting costs and taxes. The current track covers a total area of 5,655m². The cleaning/repair and top coating/lining installation cost would thus be \$393,575.



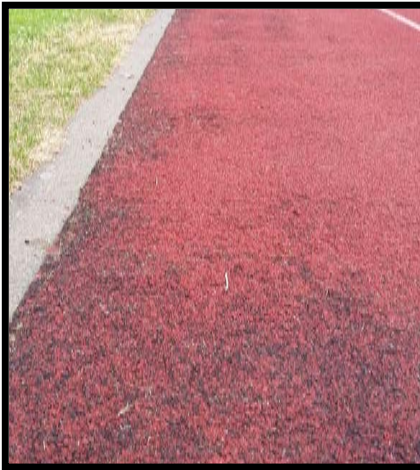
TRACK SURFACE CRACKING



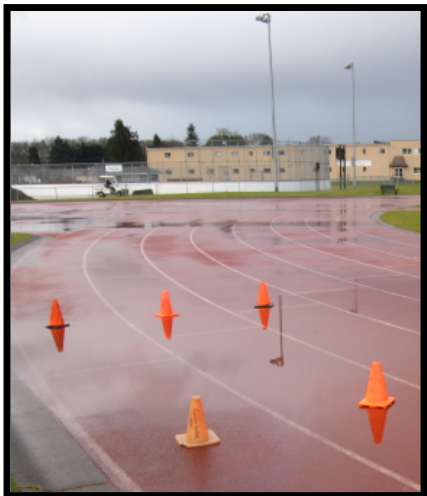
TRACK SURFACE DELAMINATING



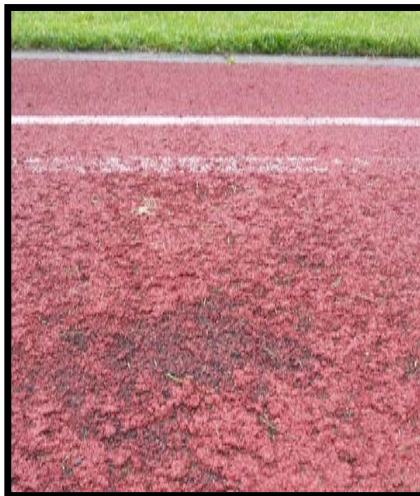
TRACK EDGE DELAMINATING



TRACK SURFACE EXTREME WEAR



WATER POOLING FROM SETTLEMENT



TRACK SURFACE EXTREME WEAR

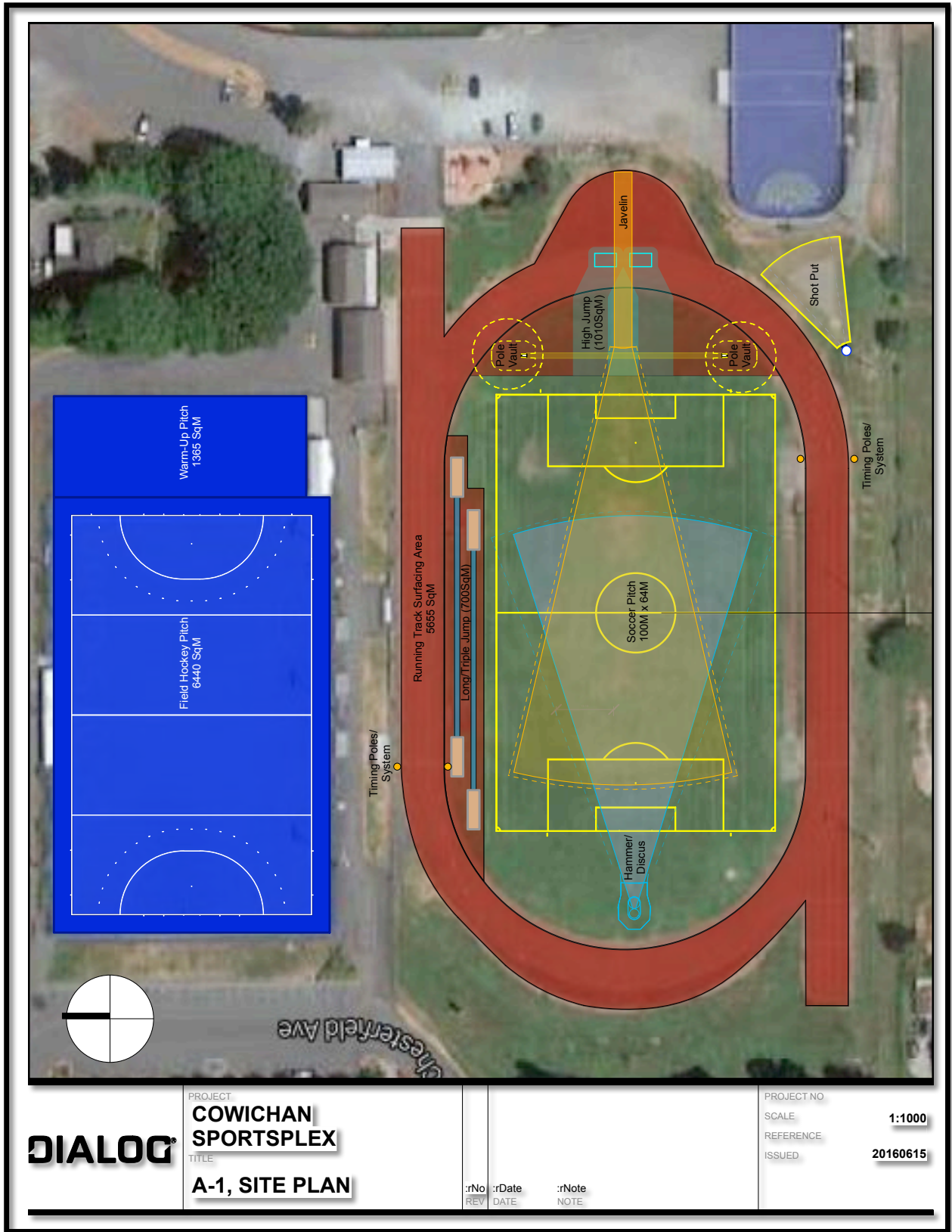
Additional Track & Field Facility Work

The current design of the running track has design issues that make the facility less than ideal as a track & field facility. To host provincial, national, and seniors games, as well as BC, Western Canada, Canada, Francophone, and Indigenous Games events the facility needs to be upgraded to meet current IAAF standards. The issues with the facility are as follows:

- Finish line is in the wrong location, thus the steeplechase event finishes on the opposite side of the track than all other events. The finish line should be adjusted to conform with the standard IAAF (provincial/national governing body for track & field) track layout. Timing poles and pole footings need to be installed to accommodate the electronic timing devices required for provincial and national track meets.
- The high jump is of insufficient size to host two pits at once which forces the event to take significantly longer to run, especially for younger athletes. The construction of a new high jump area in the infield will allow for this. The pole vault will be able to utilize this area as well.
- The pole vault conflicts with the proper location of the finish line. The construction of a new high jump area in the infield will allow the pole vault to be moved into that area and away from the corrected finish line location.
- The current long/triple jump pits do not meet IAAF regulations. The jump pits are too wide and this makes it difficult and time consuming to rake and level the sand after each jump. In addition, there is no area for athletes in spiked competition shoes to stand if they are not on the runway competing. New double-ended double pit runways (to IAAF standards) need to be installed with additional synthetic surfaced areas for athletes waiting to compete to stand on.
- The current hammer/discus cage does not meet IAAF standards for training and competition, including current safety standards, and it needs to be replaced with a cage that conforms to IAAF standards.
- The current shot put circle lacks drainage and the landing sector is 10 metres too short of IAAF standards. A new shot put area with a drained circle and a IAAF conforming landing sector needs to be installed.

Drawing A-1, Site Plan on the next page shows the plan for the above noted improvements.

The noted improvements would cost \$578,535, not including consulting costs or taxes.



DIALOG

PROJECT
**COWICHAN
 SPORTSPLEX**
 TITLE
A-1, SITE PLAN

| rNo | rDate | rNote |
|-----|-------|-------|
| REV | DATE | NOTE |

PROJECT NO
 SCALE
 REFERENCE
 ISSUED

1:1000
20160615

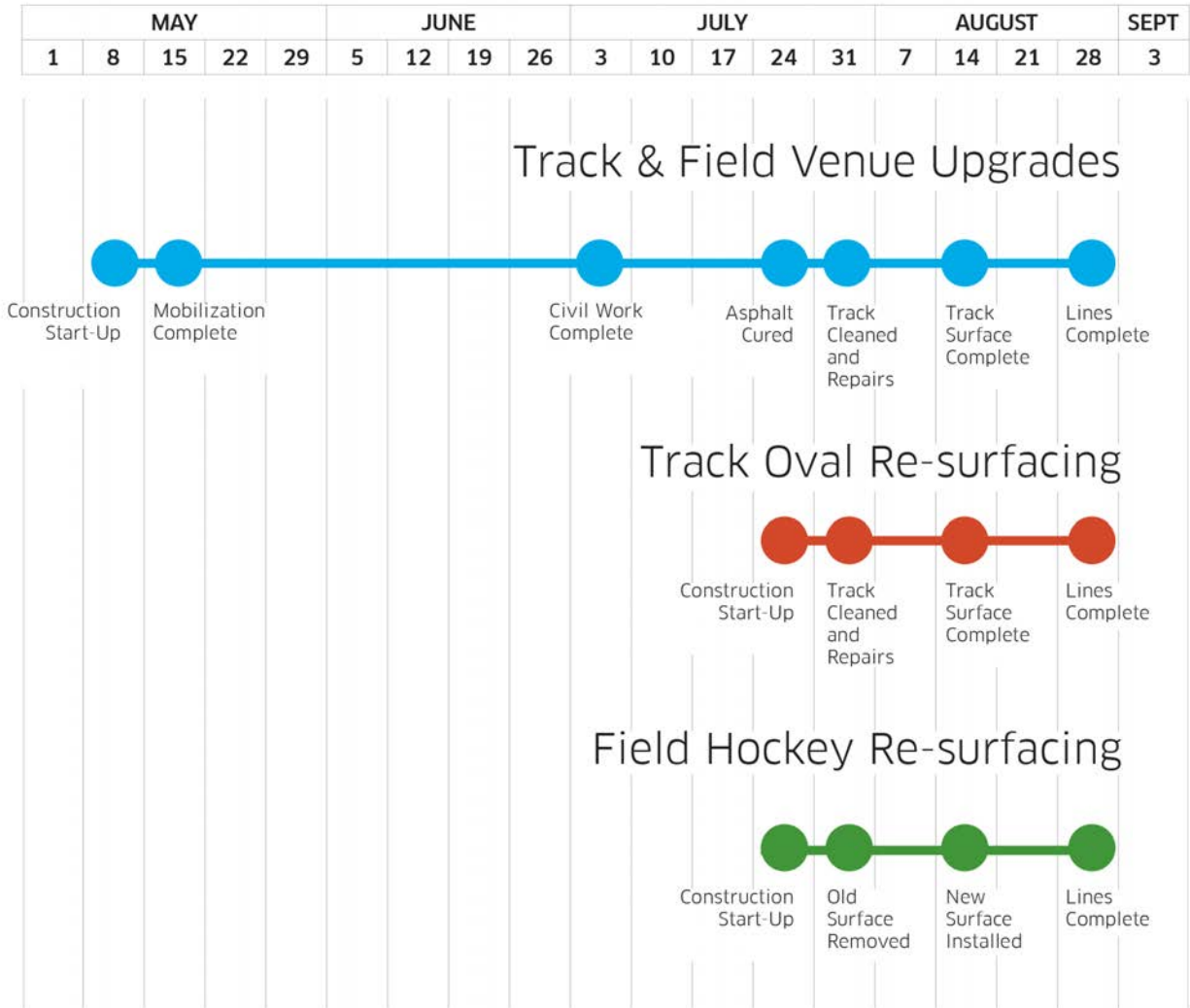


Project Construction Costs

| COWICHAN SPORT COMPLEX | | | | | | | | | | |
|--|---------|--------|-----------|---------|------------------|--------|------|--------------|------|------------------|
| Field Hockey Pitch Re-Surfacing | | | | | | | | | | |
| Item | area | unit | rate | unit | cost | | | | | |
| Existing Surface | | | | | | | | | | |
| Removal & Disposal/Recycling of Main Pitch | 6440 m2 | | \$3 /m2 | | \$19,320 | | | | | |
| Removal & Disposal/Recycling of Warm-up Pitch | 1365 m2 | | \$3 /m2 | | \$4,095 | | | | | |
| Sub-Total | | | | | \$23,415 | | | | | |
| New Surface | | | | | | | | | | |
| Install Tufted Nylon Synthetic Turf Surface on Main Pitch | 6440 m2 | | \$77 /m2 | | \$495,880 | | | | | |
| Install Tufted Nylon Synthetic Turf Surface on Warm-up Pitch | 1365 m2 | | \$77 /m2 | | \$105,105 | | | | | |
| Minor Repairs to Elastic Layer Shock Pad (estimate 2% of total area) | 156 m2 | | \$30 /m2 | | \$4,680 | | | | | |
| Replace Existing Irrigation Heads | Is | | | | \$9,500 | | | | | |
| Sub-Total | | | | | \$615,165 | | | | | |
| Total of All Work | | | | | \$638,580 | | | | | |
| Track Oval Re-Surfacing | | | | | | | | | | |
| Item | area | unit | rate | unit | cost | | | | | |
| Re-surfacing of Track Oval | | | | | | | | | | |
| Cleaning Existing Track Oval | 5655 m2 | | \$2 /m2 | | 11310 | | | | | |
| Spot Repairs to Existing Track Oval (estimate 2% of total area) | 113 m2 | | \$130 /m2 | | 14690 | | | | | |
| Re-surfacing of Existing Track Oval w/ 4mm Polyurethane Top Coat | 5655 m2 | | \$65 /m2 | | 367575 | | | | | |
| Sub-Total | | | | | \$393,575 | | | | | |
| Total of All Work | | | | | \$393,575 | | | | | |
| Track & Field Venue Upgrades | | | | | | | | | | |
| Item | qty | length | unit | area | unit | volume | unit | rate | unit | cost |
| Long Triple Jump Event Area | | | | | | | | | | |
| Excavation & Disposal | | | | | | 210 m3 | | \$30 /m3 | | \$6,300 |
| Excavation & Disposal of Existing Non-conforming Event Area | | | | | | 260 m3 | | \$30 /m3 | | \$7,800 |
| Granular Backfill | | | | | | 154 m3 | | \$45 /m3 | | \$6,930 |
| Concrete Curbing | | 170 lm | | | | | | \$175 /lm | | \$29,750 |
| Drainage | Is | | | | | | | \$12,000 Is | | \$12,000 |
| Asphalt | | | | 700 m2 | | | | \$45 /m2 | | \$31,500 |
| Concrete Jump Pit & Canvass Cover | 4 | | | | | | | \$16,000 per | | \$64,000 |
| Take-off Boards | 10 | | | | | | | \$3,000 per | | \$30,000 |
| Polyurethane 10/4 Sandwich System | | | | 700 m2 | | | | \$75 /m2 | | \$52,500 |
| Sub-Total | | | | | | | | | | \$240,780 |
| High Jump/Pole Vault/Javelin Event Area | | | | | | | | | | |
| Excavation & Disposal | | | | | | 303 m3 | | \$30 /m3 | | \$9,090 |
| Excavation & Disposal of Existing Non-conforming Event Area | | | | | | 260 m3 | | \$30 /m3 | | \$7,800 |
| Granular Backfill | | | | | | 222 m3 | | \$45 /m3 | | \$9,990 |
| Concrete Curbing | | 170 lm | | | | | | \$175 /lm | | \$29,750 |
| Drainage Channel | | 40 lm | | | | | | \$260 /lm | | \$10,400 |
| Drainage | Is | | | | | | | \$12,000 Is | | \$12,000 |
| Asphalt | | | | 1010 m2 | | | | \$45 /m2 | | \$45,450 |
| Pole Vault Boxes | 2 | | | | | | | \$3,500 per | | \$7,000 |
| Polyurethane 10/4 Sandwich System | | | | 1010 m2 | | | | \$75 /m2 | | \$75,750 |
| Sub-Total | | | | | | | | | | \$207,230 |
| Shot Put Event Area | | | | | | | | | | |
| Excavation & Disposal | | | | | | 60 m3 | | \$30 /m3 | | \$1,800 |
| Granular Backfill | | | | | | 30 m3 | | \$45 /m3 | | \$1,350 |
| Drainage Pipe in Granular Trench | | 40 lm | | | | | | \$190 /lm | | \$7,600 |
| Rubber Perimeter Curb | | 170 lm | | | | | | \$170 /lm | | \$28,900 |
| Granular Landing Sector Material | | | | | | 25 m3 | | \$55 /m3 | | \$1,375 |
| Drained Shot Put Circle and Toe Board | 1 | | | | | | | \$5,500 per | | \$5,500 |
| Sub-Total | | | | | | | | | | \$46,525 |
| Other Event Area Work Work | | | | | | | | | | |
| Installation of Timing Poles & Pole Footings | 2 | | | | | | | \$17,000 per | | \$34,000 |
| Installation of Hammer/Discus Cage, Footings, & Drained Circles | 1 | | | | | | | \$50,000 per | | \$50,000 |
| Total of All Track & Field Venue Work | | | | | | | | | | \$578,535 |



Project Construction Timeline



Review of proposed changes to Sport Plex Track and Field Complex in Duncan, BC

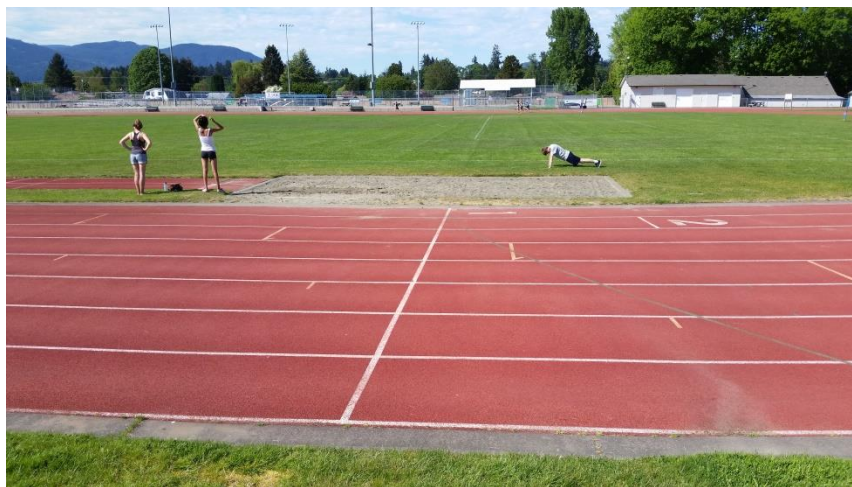
Purpose

Duncan is hosting the BC Games in 2018 and wants to ensure that they have a facility that meets the requirements for hosting such an event as well as other events in the future. It should be noted that the Sport Plex team has done a good job over the years with upkeep of the facility and they are motivated to improve the facility.

General Comments

The track surface is rough and does need to be replaced and it requires kerbing on both curved sections to be a valid track.

Of the options with respect to Steeplechase and the current placement of the Water Jump, it would appear that the least costly option would be to move the finish line to the South side of the field. This does impact the Horizontal Jumps area however this impact is minimal since the runways are in very rough shape anyway.



Specific Comments

(1) Horizontal Jumps



As mentioned the Horizontal Jumps area (Long Jump and Triple Jump) requires some changes most importantly the runways need replacement. It is recommended that the Landing area (sand pit) nearest the new finish line be moved approximately 3 meters to the West and 1 to 1.5 meters to the North and enlarged to accommodate hosting of events for persons with Visual Impairments. As an example the following picture shows a pit which has three runways and is wider than the current. In fact it is approximately 3.75m wide.



In this configuration the two outside runways can be used by able bodied athletes while the middle runway could be used by para athletes. This facility (picture) has a similar configuration on the other end of the runways, however it is set up for ONLY long jump on the other end, while this one is set up for triple jump (middle runway). So, the recommendation is to get as close to this width of pit as possible and develop three runways, if possible.

(2) Shot Put

The existing Shot Put landing area should be enlarged to 16m from its current 13m. Otherwise it seems suitable. Optionally the capacity for “tie down” bars for seated para athletes would be good. See Para Athletic section for further comments. In addition, the concrete circle needs to be ground down to be smoother than it currently is.



(3) Discus

The existing Discus area is suitable, however the existing concrete base in the circle, like the shot circle should be ground down to be smoother than it currently is.

(4) Javelin

The existing Javelin runway is suitable as is; recognizing that for bigger competitions it would require athletes to run across the track. That is the runway isn't long enough. NO changes are recommended.

(5) Hammer

The Hammer throwing area is at the school on the south side of the Sport Plex and an agreement has been established to use it. The only two issues are that the circle is not legal, but easily fixable. The circle requires a steel band which would stick up 10 mm above the current level, secondly a concrete pad (square) would need to be poured around the existing circle to the height of the steel band.



(6) High Jump

For bigger competitions the High Jump pit should be moved back as close as possible to the grass at the East side so as to provide for a longer run-up for athletes and so as to interfere as little as possible with running events.



(7) Pole Vault

While not ideal the existing Pole Vault pad and runway is acceptable. It is a little close to the track so officials would have to be carefully watching the event if any running events were on the track at the same time, which would be most of the time that Pole Vault would be occurring.

(8) The Track

With the change of the finish line to the South side there is an opportunity to build a smaller structure at the finish line to accommodate the photo finish and results/announcing team. It could be a two story building which houses photo finish, results and announcing on the second floor and possibly a concession on the first floor. Adjoining the building could be a set of spectator stands going from the building toward the West. Obviously electricity is required at the finish line; both on the infield and outside of the track. This will accommodate a two camera photo finish system which would be required for BC Games.

A resurfacing of the track really is required and future maintenance can ensure a longer life. Careful power washing (according to manufacturer specifications) would be helpful. Some of the damage to the existing track looks like it could have possibly been caused by a “too severe” power wash. I am not positive on this, but it is worth noting.

Again, to emphasize the need for kerbing on the curved ends of the track is required. It could be of a type that is “removable” so that it is only used during the main time of the track season.

Para Athletics Comments

As more athletic events are including para athletes some consideration should be given to ensuring their specific needs are met. Relative to the track the only issue is access which currently exists. For field events many events are identical for the ambulant athletes, with the exception of long jump and triple jump for T11/12 (athletes with severe vision impairment) and seated throwing for athletes living in wheelchairs.

The seated throwing can be accommodated by adding the capacity for tying down chair in both the shot and discus areas. Seated (or secured) Javelin is thrown from a circle as is, Discus and the Club Throw. As an option to developing a tie down system at the site, a tie down throwing frame could be built (perhaps through sponsorship) and used for all of the Para Secured Throwing events.



Conclusion

I trust these comments are useful, however if additional information is required I would be happy to provide them.

Sincerely

David Weicker
IAAF Technical Committee
IPC Technical Advisory Group
IAAF/IPC International Technical Official
dweicker@shaw.ca
250-752-7234



PUBLIC HEARING REPORT

Bylaw Nos. 4074 and 4075

The following is a summary of the proceedings of the Public Hearing to consider Official Community Plan Amendment Bylaw No. 4074 and Zoning Amendment Bylaw No. 4075 (11198 Chemainus Road) – applicable to Electoral Area G – Saltair/Gulf Islands, held on Tuesday, March 21, 2017, at Chemainus Seniors Centre, 9824 Willow Street, Chemainus, BC

| | |
|--|---|
| INTRODUCTIONS 7:08 p.m. | Director Mel Dorey, Electoral Area G – Saltair/Gulf Islands opened the meeting at 7:08 p.m. and introduced the Regional Board delegates and CVRD staff present. |
| HEARING DELEGATES | Director I. Morrison, Electoral Area F – Cowichan Lake South/Skutz Falls <arrived 7:32 p.m.> |
| ABSENT | Director M. Marcotte, Electoral Area H – North Oyster/Diamond |
| CVRD STAFF PRESENT | Rob Conway, Manager, Development Services Division, Planning & Development Department Kasia Biegun, Planner I, Development Services Division Jennifer Hughes, Recording Secretary, Planning & Development Department |
| | Members of the Public: There were 24 members of the public present. |
| EXPLANATION OF PROPOSED REZONING APPLICATION & BYLAWS | Ms. Biegun explained that the Public Hearing had been organized to give the public an opportunity to provide input on proposed changes to Official Community Plan Bylaw No. 2500 and Zoning Bylaw No. 2524 – applicable to Electoral Area G – Saltair/Gulf Islands. Ms. Biegun displayed a PowerPoint presentation that outlined the subject property and proposed Official Community Plan Amendment Bylaw No. 4074 and Zoning Amendment Bylaw No. 4075: |
| APPLICANT | Gary Smith was present, explained his proposal to the public and stated he would answer any questions the public may have. |
| QUESTION and ANSWER SESSION 7:22 p.m. – 8:07 p.m. | A question and answer session carried out between 7:22 p.m. and 8:07 p.m. Director Morrison arrived at the meeting at 7:32 p.m. |
| CALL TO ORDER 8:07 p.m. | Chair Dorey, Electoral Area G – Saltair/Gulf Islands, called the Public Hearing to Order at 8:07 p.m. |

Location of the File

Chair Dorey stated that the Information Binder was available for review on the back table, along with copies of the proposed Amendment Bylaws. He advised that any letters or submissions which are to be included as part of the Public Hearing record must be received at the front table prior to the close of the Public Hearing. He further advised that all correspondence submitted to the CVRD in response to this Notice will form part of the public record and will be published in a meeting agenda that is posted online when this matter is before the Board or a Committee of the Board. The CVRD considers the author's address relevant to the Board's consideration of this matter and will disclose this personal information. The author's phone number and email address is not relevant and should not be included in the correspondence if the author does not wish this personal information to be disclosed.

EXPLANATION OF PROPOSED BYLAW AMENDMENTS

Ms. Biegun advised that notice of the Public Hearing was advertised in two consecutive issues of the *Cowichan Valley Citizen* (Wednesday, March 15, 2017, and Friday, March 17, 2017). Letters had also been sent to adjacent owners and occupiers of the property as required by the *Local Government Act*.

The purpose of Official Community Plan Amendment Bylaw No. 4074 and Zoning Amendment Bylaw No. 4075 is to permit an accessory dwelling unit at 11198 Chemainus Road. An 'accessory dwelling unit' is defined as a small detached dwelling located on the same property as a single family home. Accessory dwelling units are currently not a permitted use in Electoral Area G.

Amendment Bylaw Nos. 4074 and 4075 propose to amend the Saltair Official Community Plan to include a policy that permits an accessory dwelling unit on the subject property, 11198 Chemainus Road, and to amend the Zoning Bylaw by rezoning the subject property from R-2 Zone (Suburban Residential) to the R-2A Zone (Suburban Residential 2A). The subject property is legally described as Lot 1, District Lot 34, Oyster District, Plan 8053 – PID 005-636-477.

Ms. Biegun stated that 13 items of response had been received at the CVRD office from the date the advertising was placed within the local newspaper (*Cowichan Valley Citizen*) to the opening of the Public Hearing today (March 21, 2017).

Correspondence

The following items are attached to the Minutes as Exhibits:

- 1) CVRD Power Point Presentation (EXHIBIT 1);
- 2) Email dated March 17, 2017, from Sanjiv and Mala Gill (EXHIBIT 2);
- 3) Email dated March 18, 2017, from Dr. G.S. Gill (EXHIBIT 3);
- 4) Email dated March 18, 2017, from Jade and Mike Kotila (EXHIBIT 4);
- 5) Email dated March 19, 2017, from Joan and Ken Norman (EXHIBIT 5);
- 6) Email dated March 20, 2017, from Tom Hockin (EXHIBIT 6);
- 7) Email dated March 20, 2017, with attached letter from Grant and Sharon Peuramaki (EXHIBIT 7);
- 8) Email dated March 21, 2017, with attached letter from H. Jacobson (EXHIBIT 8);
- 9) Email dated March 21, 2017, with attached letter from Rae Jacobson (EXHIBIT 9);

- 10) Email dated March 21, 2017, with attached letter from Caroline Paisley (EXHIBIT 10);
- 11) Email dated March 21, 2017, with attached letter from Linda Elsom (EXHIBIT 11);
- 12) Email dated March 21, 2017, with attached letter from Frank Elsom (EXHIBIT 12);
- 13) Email dated March 21, 2017, with attached letter from Jack Taylor (EXHIBIT 13);
- 14) Email dated March 21, 2017, from Jake and Sandra Bruinewoud (EXHIBIT 14);
- 15) Letter dated March 21, 2017, from Tom Hockin (EXHIBIT 15);
- 16) Letter dated March 21, 2017, from Lynne Smith (EXHIBIT 16).

PUBLIC COMMENTS

The Public Hearing was then opened to those members of the public present who deemed themselves affected by the proposed Amendment Bylaws. Chair Dorey reminded the public that the Information Binder was available for viewing on the back table along with copies of the proposed Amendment Bylaws, and that all submissions must be received at the head table prior to the close of the Public Hearing.

Lynne Smith

- 10860 Olsen Road
- Read verbatim her letter (EXHIBIT 16) stating her many concerns with regard to the proposed development and proposed Amendment Bylaw Nos. 4074 and 4075.
- Concluded her submission by stating that proposed Amendment Bylaw Nos. 4074 and 4075 should be denied.

Jack Taylor

- 3665 Cliffcoe Road
- Read verbatim his letter (EXHIBIT 13) stating his many concerns with regard to proposed Amendment Bylaw Nos. 4074 and 4075.
- Concluded his submission by stating that the Amendment Bylaws should be rejected.

Tim Godau

- Agrees with the comments presented by Lynne Smith and Greg Taylor in their submissions.
- Saltair residents should read the existing Official Community Plan as it is a very good document that contains important policies for the community.

Jim Whittaker

- 10855 Stuart Road
- Proposed zoning amendment creates an exemption from taxation and an unequal burden on other homeowners in Saltair. There are a lot of smaller lots in Saltair that pay the full amount of taxes.
- Prior to this proposal being approved there should be a review and rewrite of the existing Official Community Plan to give it more flexibility and then review the proposed application.

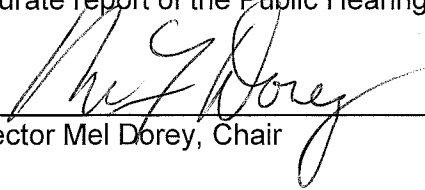
ADJOURNMENT 8:32 p.m.

Chair Dorey asked for public comments or submissions three times from the public present regarding Official Community Plan Amendment Bylaw No. 4074 and Zoning Amendment Bylaw No. 4075.

Chair Dorey declared the Public Hearing closed at 8:32 p.m.

CERTIFICATION:

We attended the Public Hearing on Tuesday, March 21, 2017, and hereby certify that this is a fair and accurate report of the Public Hearing.




Director Mel Dorey, Chair

Date May 3, 2017

ABSENT


Director Mary Marcotte

Date _____



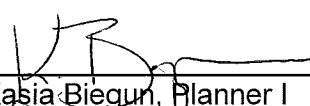
Director Ian Morrison

Date April 28, 2017



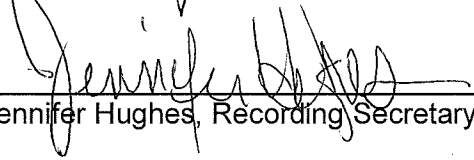
Rob Conway, Manager

Date Apr. 19 / 2017



Kasia Biegun, Planner I

Date April 21, 2017



Jennifer Hughes, Recording Secretary

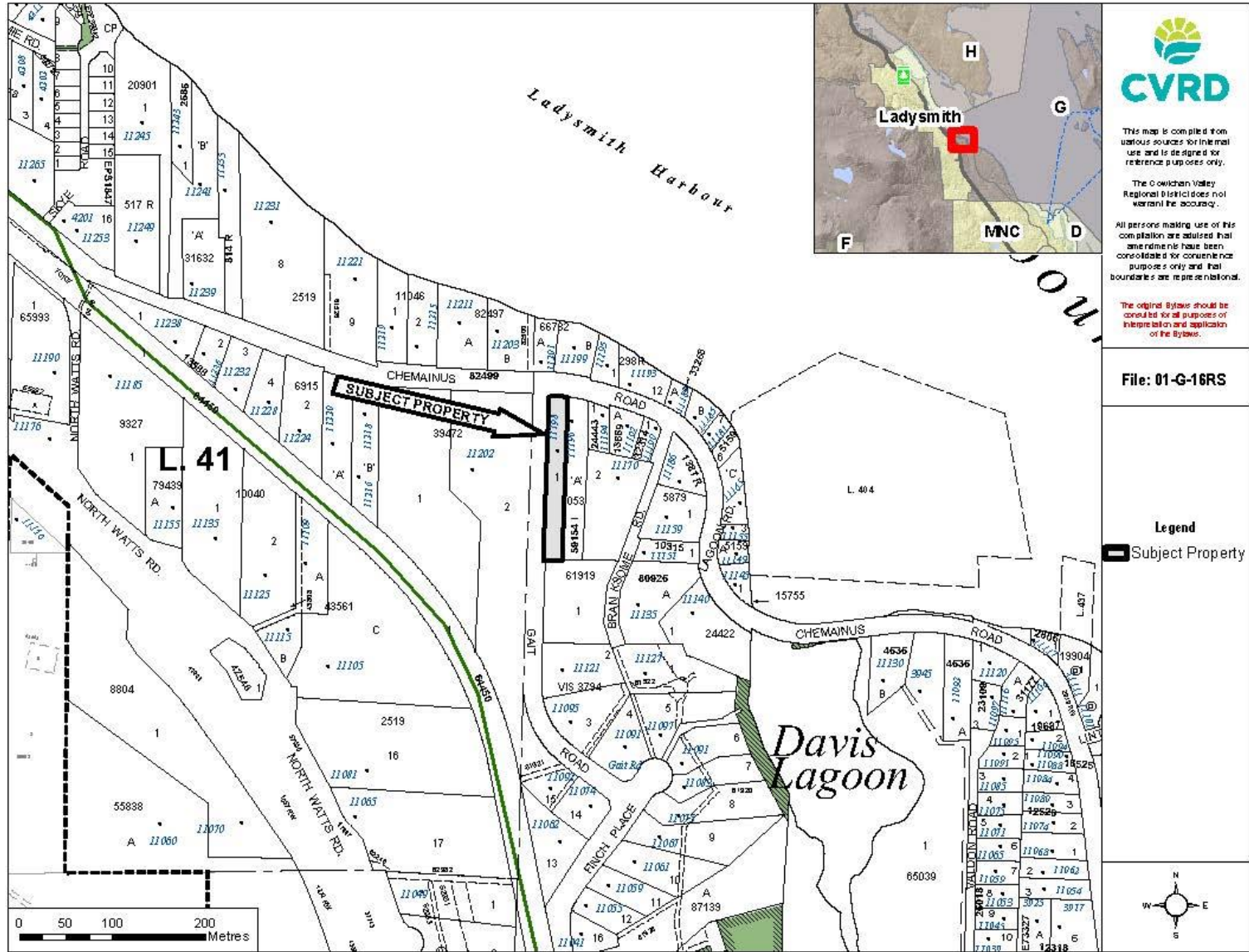
Date April 18, 2017

**Public Hearing
Application No. 01-G-16RS
(11198 Chemainus Road)**

Presenter: Kasia Biegun, Planner I

Subject Parcel | 11198 Chemainus Road | Area G

99



Subject Property | Property Information

Lot Size

- 0.4 ha (1 ac)

Current Use

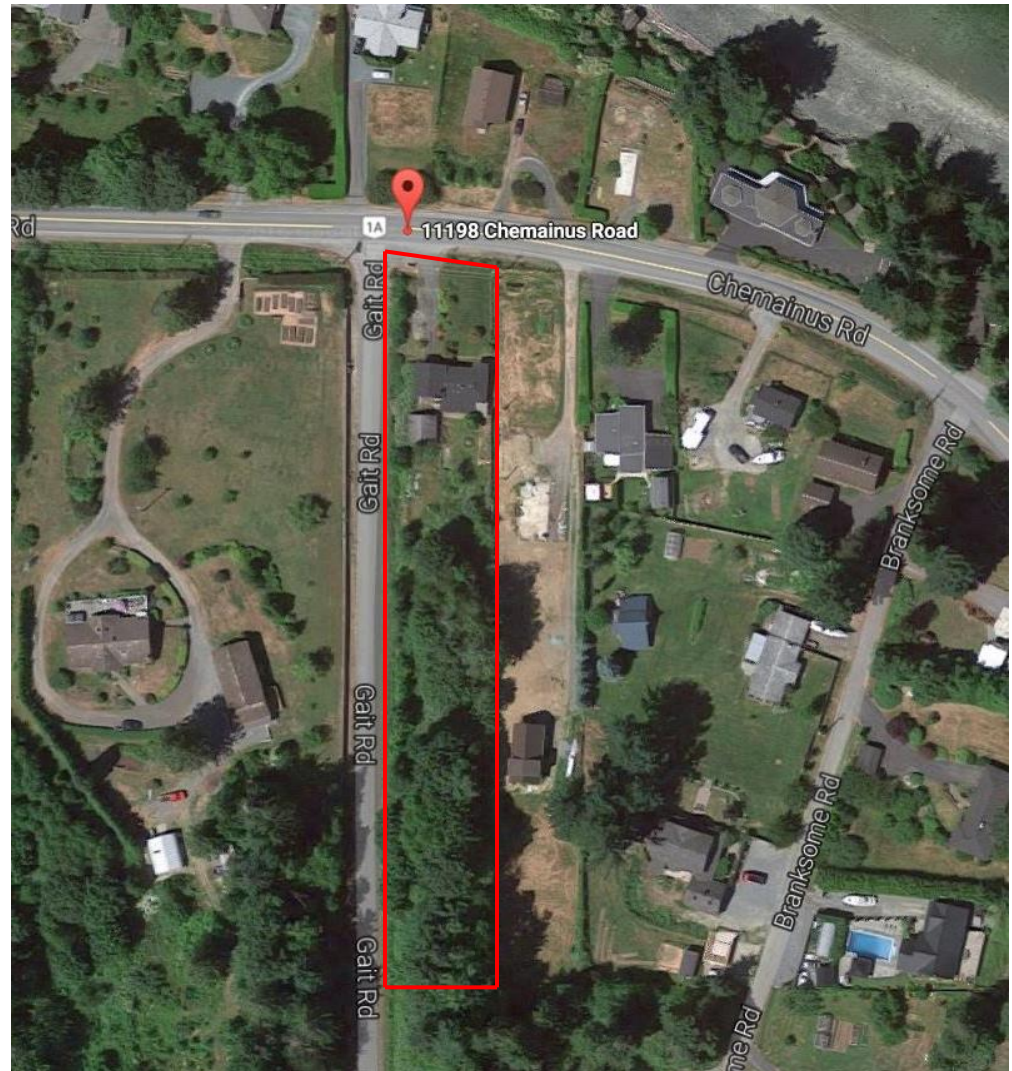
- Residential

Potable Water

- Saltaire Water System

Sewage Disposal

- On-site septic



Subject Property |



88

Subject Property |



Official Community Plan Designation | Suburban Residential

70



This map is compiled from various sources for internal use and is designed for reference purposes only.

The Cowichan Valley Regional District does not warrant the accuracy.

All persons making use of this compilation are advised that amendments have been consolidated for convenience purposes only and their boundaries are representative.

The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

File: 01-G-16RS

OCP

Legend

- OCP G
- Subject Property

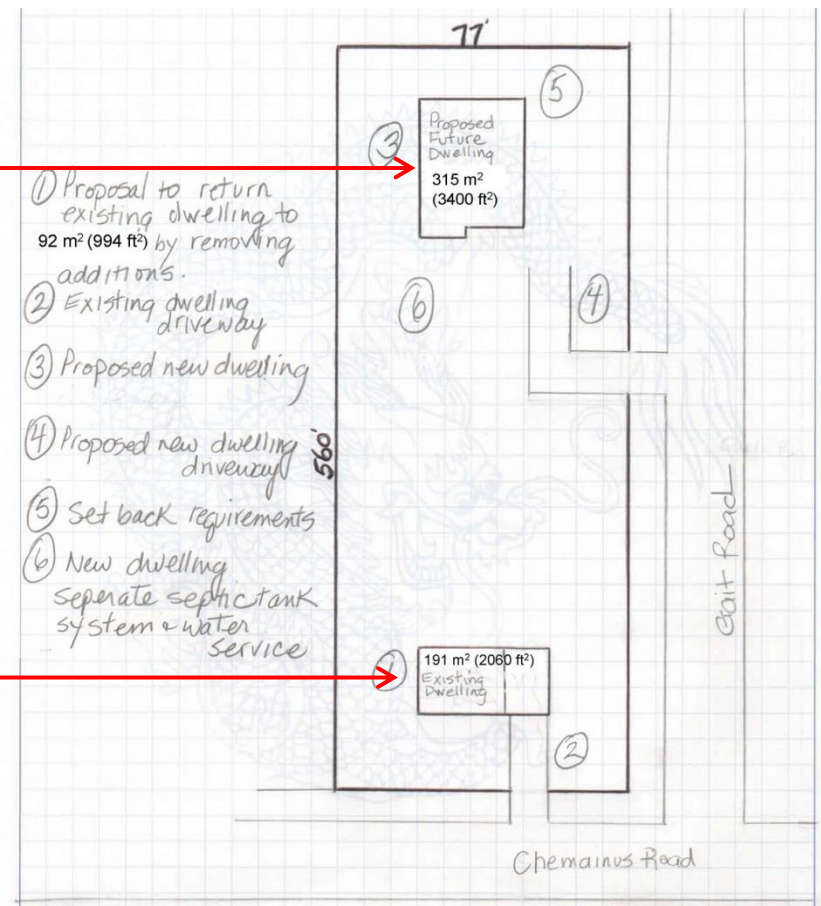


PH1

Proposal |

To consider an Official Community Plan & Rezoning amendment to permit an accessory dwelling unit on the subject property

72



Definition |

'accessory dwelling unit' means a small secondary dwelling unit not attached to or within another dwelling unit constituting a self-contained dwelling unit, which is located on a parcel that has a principal dwelling unit on it.



Garden Suite

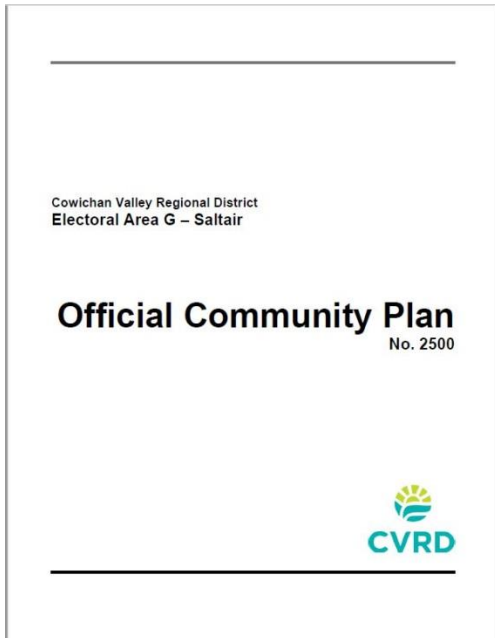


Carriage House

OFFICIAL COMMUNITY PLAN & REZONING AMENDMENT

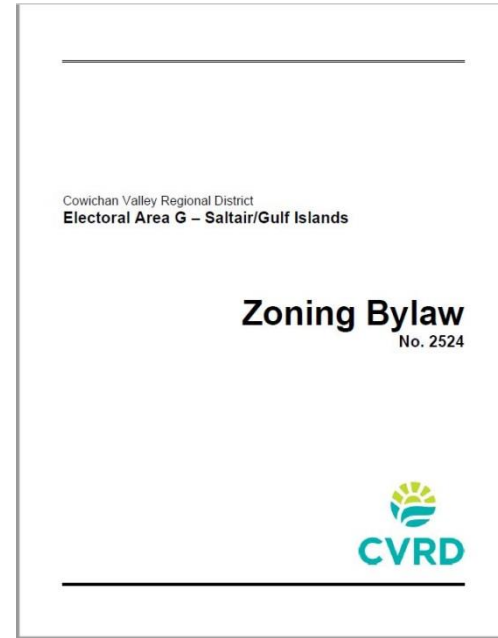
1

Amendment to the
Electoral Area G
**Official Community
Plan** No. 2500



2

Amendment to the
Electoral Area G
Zoning Bylaw No. 2524




Amendments Proposed

1

Bylaw No. 4074

Official Community Plan



COWICHAN VALLEY REGIONAL DISTRICT
BYLAW No. 4074
 A Bylaw For The Purpose Of Amending Official Community Plan Bylaw No.2500, Applicable To Electoral Area G – Saltair

WHEREAS the Local Government Act, hereafter referred to as the "Act", as amended, empowers the Regional Board to adopt and amend official community plan bylaws;

AND WHEREAS the Regional District has adopted an official community plan bylaw for Electoral Area G – Saltair, that being Official Community Plan Bylaw No. 2500;

AND WHEREAS the Regional Board voted on and received the required majority vote of those present and eligible to vote at the meeting at which the vote is taken, as required by the Act;

AND WHEREAS after the close of the public hearing and with due regard to the reports received, the Regional Board considers it advisable to amend Community Plan Bylaw No. 2500;

NOW THEREFORE the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. **CITATION**
 This bylaw shall be cited for all purposes as "CVRD Bylaw No. 4074 - Area G – Saltair - Official Community Plan Amendment Bylaw (11198 Chemainus Road), 2016".

2. **AMENDMENTS**
 Cowichan Valley Regional District Official Community Plan Bylaw No. 2500, as amended from time to time, is hereby amended as outlined on the attached Schedule A.


3. **CAPITAL EXPENDITURE PROGRAM**
 This bylaw has been examined in light of the most recent Capital Expenditure Program and Solid Waste Management Plan of the Cowichan Valley Regional District and is consistent therewith.

.../2

2

Bylaw No. 4075

Zoning Bylaw



COWICHAN VALLEY REGIONAL DISTRICT
BYLAW No. 4075
 A Bylaw For The Purpose Of Amending Zoning Bylaw No. 2524 Applicable To Electoral Area G – Saltair

WHEREAS the Local Government Act, hereafter referred to as the "Act", as amended, empowers the Regional Board to adopt and amend zoning bylaws;

AND WHEREAS the Regional District has adopted a zoning bylaw for Electoral Area G – Saltair, that being Zoning Bylaw No. 2524;

AND WHEREAS the Regional Board voted on and received the required majority vote of those present and eligible to vote at the meeting at which the vote is taken, as required by the Act;

AND WHEREAS after the close of the public hearing and with due regard to the reports received, the Regional Board considers it advisable to amend Zoning Bylaw No. 2524;

NOW THEREFORE the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. **CITATION**
 This bylaw shall be cited for all purposes as "CVRD Bylaw No. 4075 - Area G – Saltair Zoning Amendment Bylaw (11198 Chemainus Road), 2016".

2. **AMENDMENTS**
 Cowichan Valley Regional District Zoning Bylaw No. 2524, as amended from time to time, is hereby amended in the following manner:

a) Section 1.3 - Definitions is amended by adding, 'accessory dwelling unit' means a small secondary dwelling unit not attached to or within another dwelling unit constituting a self-contained dwelling unit in accordance with Section 3.21A of this Bylaw, which is located on a parcel that has a principal dwelling unit on it.

b) Section 3.13 – Off-Street Parking is amended by adding:

| CATEGORY | USE | PARKING |
|------------------|---|---------|
| Residential Uses | Secondary Suite, Sec Dwelling & Accessory Dwelling Unit | 1 space |

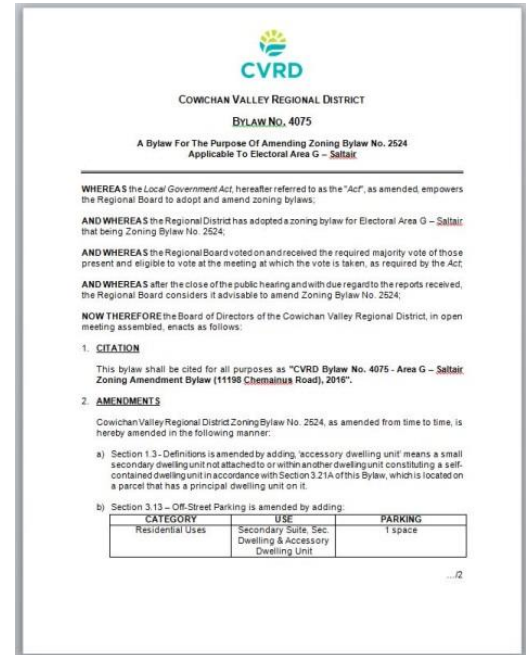
.../2

1

Bylaw No. 4074 Amendment to Official Community Plan

- **Suburban Residential Designation**
 - Adding Policy 7.3A
- An accessory dwelling unit is permitted only on the subject property provided:
 - Connected community water system
 - Strata conversion or subdivision of the accessory dwelling unit will not be permitted.

76



2

Bylaw No. 4075 Amendment to Zoning Bylaw

- **Creation of a new R-2A zone**
 - Adding 'Accessory Dwelling Unit' as a permitted accessory use

1. Permitted Uses

The following principal uses and no others are permitted in the R-2A Zone:

- (a) Single family dwelling;

The following accessory uses are permitted in the R-2A Zone:

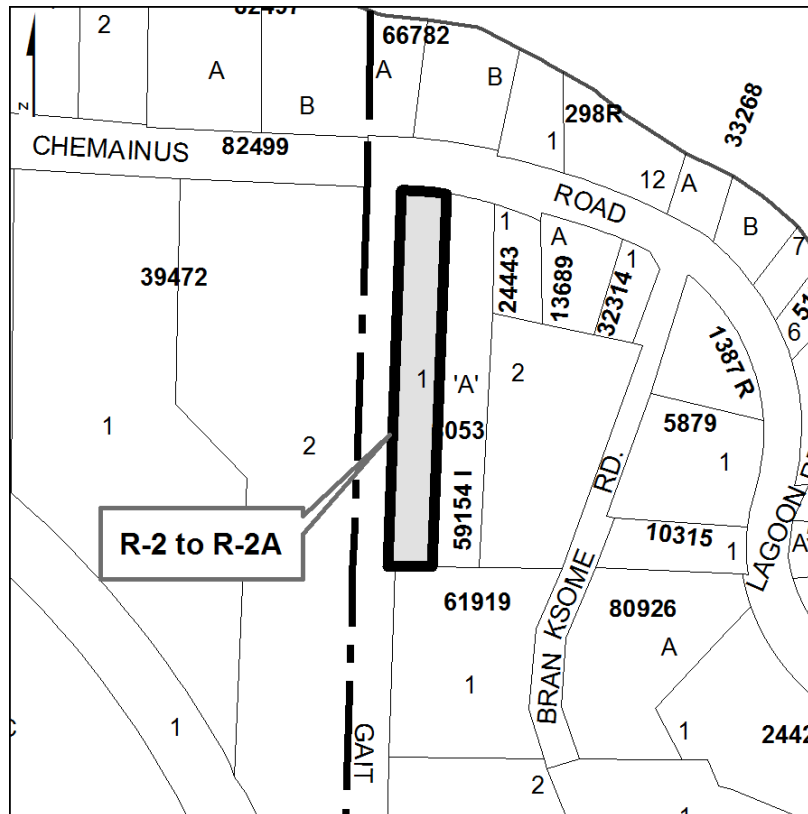
- (b) Restricted agriculture, horticulture;
- (c) Bed and breakfast accommodation;
- (d) Home-based business;
- (e) Secondary suite, on parcels 0.4 ha or larger in area;
- (f) Accessory dwelling unit, on parcels 0.4 ha or larger in area;
- (g) Residential day care centre;
- (h) Buildings and structures accessory to a principal permitted use.



2

Bylaw No. 4075 Amendment to Zoning Bylaw

- Creation of a new R-2A zone



2

Bylaw No. 4075 Amendment to Zoning Bylaw

R-2A (Suburban Residential Zone)

- Minimum Parcel Size
- Number of Dwellings
- Setbacks
- Height
- Parcel Coverage
- Parking



Remain unchanged

2

Bylaw No. 4075 Amendment to Zoning Bylaw

Accessory Dwelling Unit Regulations

- **Size:** maximum floor area of 85m² (914 ft²)
- **Minimum Parcel Size:** 0.4 hectares serviced by a community water system
- **Parking:** 1 additional off-street parking space



Next: Question & Answer Session

EXHIBIT 2

Planning and Development

From: sanji gill <sanjigill@hotmail.com>
Sent: March-17-17 8:25 PM
To: Planning and Development
Subject: Accessory Dwelling Unit

We recently built our home at 10587 Whitecap Place. We support the bylaw change for area g. With Property Taxes so high it provides a rental option. In addition with our aging population it allows parents an option to live there children while maintaining privacy. Salt air lots are large enough to support this bylaw in our opinion.

Regards,

Sanjiv
& Mala Gill

Sent from my iPhone

EXHIBIT 3

Planning and Development

From: Gurdev Gill <docgill@hotmail.com>
Sent: March-18-17 1:58 AM
To: Planning and Development
Subject: Accesory Buildings in Area G

Respectfully,

I am the owner of 10600 Whitecap Place, Ladysmith B.C. V9G 2B2. I am writing in support of the proposed bylaw change to allow detached accessory buildings in Area G of Saltair. I believe this would be a positive step which would allow land owners to augment income to pay for property taxes.

With Regards

Dr. G.S. Gill.M.D.,L.M.C.C.

President

India Canada Village Improvement Trust

Indo Canadian Friendship Society of British Columbia.

Cells 9888752976(INDIA) 7786881952 (CANADA)

EXHIBIT 4

Planning and Development

From: Mike and Jade <mjkotilla@shaw.ca>
Sent: March-18-17 6:18 PM
To: Planning and Development
Subject: Bylaw amendment at 11198 Chemainus rd, Ladysmith

To whom it may concern: It seems incredulous that some bylaw rezoning applications are approved yet the justification for refusal in Saltair has always been septic issues. We have just noticed that approval for 11198 Chemainus rd has been amended which will allow 2 dwellings on this property. Prior to the Sept 2016 regional meeting we were told by the bylaw enforcement officer that there wasn't an amendment to allow 2 dwellings under 2 hectares of land in our area. We had a conversation with Nino Morano about putting an additional dwelling i.e. a park model on our 1 1/2 acre property and we were told it would not be allowed. Another 1 1/2 acres of land we sold adjacent to ours was refused a second dwelling as well. Why has there been consideration for amendments for some and not others? Very few bylaws have been enforced in our area and because of this we oppose the amendment at the 11198 Chemainus rd, Ladysmith address. Yours truly,
Jade and Mike Kotilla at 11135 Branksome rd Ladysmith.

EXHIBIT 5

Planning and Development

From: Ken & Joan Norman <kenjoannorman@shaw.ca>
Sent: March-19-17 8:26 PM
To: Planning and Development
Subject: Bylaw

**To Kasia Biegun, We hope to be at the meeting Tuesday March 21 – 2017.
We are Not in favour of the re zoning of the property at 11198 Chemainus Road,
to the R-2A Zone Suburban Residential 2A.
Zoning Amendment Bylaw No. 4075
Joan and Ken Norman
11194 Chemainus Road**



This email has been checked for viruses by Avast antivirus software.
www.avast.com

EXHIBIT 6

Jennifer Hughes

From: Planning and Development
Sent: Monday, March 20, 2017 8:56 AM
To: Jennifer Hughes
Subject: FW: cvrd public hearing for Saltair

From: tom hawk [<mailto:twhockin@gmail.com>]

Sent: March-16-17 4:58 AM

To: Mel Dorey

Cc: Planning and Development; Joe Barry; Brian Carruthers; Chairperson; Ian Morrison; Mary Marcotte; editor@cowichannewsleader.com; Kerry Davis; Sonia Furstenau; Matteus Clement; Lori Iannidardo; Alison Nicholson; Klaus Kuhn; Bob K. Day; Aaron Stone; Sharon Jackson; Tom Walker; Kate Marsh; Marina Sacht

Subject: Re: cvrd public hearing for Saltair

mel dorey

thank you for your reply ...

so you have no influence in the halls of the cvrdandthe empty rooms at the back upper level where the chairs are stored , and the rooms the quilting group uses , and the pool table is set up , are deemed to be either unsafe or inadequate , even though they are the same size room as the .." activity room "....and the planning department does not wish to be present in the old contaminated school...smart group of people in the planning dept

i have heard that the daycare operator is defending her turf that she pays rent on , and pays to heat , and will not let you use her space , but told you to use the space allocated to the society...

this just confirms what others have saidthat there are buildings in the general area suitable to hold meetings , that will not cost the taxpayers of Saltair upwards of one million dollars in repairs , and are not contaminated with mould and asbestos ...and can be used for the rare events such as this OCP hearing

perhaps instead of funneling money from function 456 to your society , it would be better spent to hold a referendum as to whether or not the community wants to keep wasting their hard earned tax dollars on your fantasy

actions speak louder than words , and the decision to hold the OCP meeting outside of the community in a facility that at the same time is close to the community , shows that perhaps it is time your colleagues at the cvrd stop the freight train of money you are determined to waste on the old school

and will you be paying out of your own personal pocket for the repairs to the gym ?....thought not ...

sincerely , tom hockin

On Thu, Mar 16, 2017 at 3:45 AM, Mel Dorey <mdorey@cvr.bc.ca> wrote:

It was CVRD planning department decision to hold the public hearing in Chemainus Seniors Centre instead of the Saltair Community Centre. The gym at the Saltair Community Centre is closed due to falling ceiling tiles and will not be used until those tiles are safe. The activity room at the Saltair Community Centre has been used for meetings in the past year but it is very inconvenient at this time because it involves having the daycare moving all their apparatus and equipment out of the room and back again. It also involves moving all the heavy stacks of chairs down the stairs from the back upper level to the activity room and back again. It was just easier to schedule the public hearing at the Chemainus Seniors Centre.

Hopefully this will not be too inconvenient for you and general public. A building assessment on the Saltair Community Centre is being done and afterwards necessary repairs completed to be fully operational. My regards, Mel Dorey

Sent from my iPad

> On Mar 15, 2017, at 7:45 PM, tom hawk <twhockin@gmail.com> wrote:

- >
- > greetings mel dorey and unelected alternate , sean jonas
- >
- > reading the wednesday march 15/17 , page A16 , notice of public hearing , pertaining to OCP amendment bylaw # 4075...
- >
- > WHATS UP WITH THIS ?
- >
- > you tell cvrd board members , and residents of the community you represent just how wonderful the old school is , and then you advertise a public meeting to be held in chemainus senior centeris this because of health and safety concerns that the contaminated old building is not the " diamond in the rough " .. you dream it is ?
- >
- > you sure pulled a fast one over your colleagues at the board table to grant the money to the old school , and you do not find it suitable to hold a community meetingboythey must feel silly to be so gullible ...
- >
- > CANCEL the chemainus location , and hold it in the mouldy old schoolwhat a slap in the face to the people of saltair !....or cancel the public hearing entirely ...
- >
- > ADMIT ITthe continuation of pffing money down the urinal known as the saltair community center is just thatpffing money down the urinal ...
- >
- >
- > and to those people that i have copied on this email , please circulate
- >
- > sincerely , tom hockin
- >
- >
- >
- >

EXHIBIT 7

Planning and Development

From: Chloep <grantnsharon@gmail.com>
Sent: March-20-17 8:54 PM
To: Planning and Development
Subject: [Possible SPAM] Public Hearing Electoral Area G Amendment Bylaws 4074 & 4075
Attachments: CVRD Public Hearing.pdf

Importance: Low

Please find attached comments regarding the Public Hearing scheduled for 21 March 2017

Regards,
Grant Peuramaki

20 March 2017

**Reference: Notice of Public Hearing 21 March 2017, Applicable to Electoral Area G –
Saltair/Gulf Islands**

The purpose of this letter is to voice support for the proposed Amendment Bylaws (Nos. 4074 and 4075).

We are the property owners of 11196 Chemainus Road. This property is directly adjacent to the subject property. We have no objections to the application.

We agree with the Staff Report that cites the benefits of the proposed amendments, specifically:

A many number of local governments allow 'accessory dwelling units' within rural areas to provide housing for extended family, farm help, seniors and lower income households. There are several benefits to allowing 'accessory dwelling units' as a permitted use in rural areas. These include providing another form of housing option without significantly affecting neighbourhood density as well as providing a form of affordable rental housing.

Regards,



Grant and Sharon Peuramaki
10303 172 Avenue
Edmonton, AB
T5X 5C2

EXHIBIT 8

Planning and Development

From: Hokan <hokan@shaw.ca>
Sent: March-21-17 12:56 PM
To: Planning and Development
Subject: Fw: Public Hearing - March 21, 2017 - Bylaw Amendments 4074 & 4075, 11198
Chemainus Rd. Ladysmith (revised address)
Attachments: CVRD 2017-03-18a.docx

Re CVRD File No. 01-G-16RS

Attached please find my letter regarding Amending Bylaws 4074 & 4075.

March 18, 2017

Kasia Biegun, Planner 1
CVRD
175 Ingram Street, Duncan, BC V9L 1N8

Re: CVRD File No. 01-G-16RS

I'm opposed to this rezoning request of the property at 11198 Chemainus Road for two reasons:

1. Who are these people? No one has canvassed the neighbourhood or introduced themselves. It is unfair to ask us to vote in favour for someone that we know nothing about.
2. This neighbourhood already has several Bylaw infractions that the CVRD has been aware of for years and has not acted on or enforced many of them. These infractions have to be cleaned up and dealt with before we open up another can of worms.

Respectfully,



H. Jacobson
11190 Chemainus Rd.
Ladysmith, BC V9G 1Y8

EXHIBIT 9

Planning and Development

From: Rae Jacobson <email.rae.jacobson@gmail.com>
Sent: March-21-17 3:50 PM
To: Planning and Development
Subject: Public Hearing - March 21, 2017 - Bylaw Amendments - 11198 Chemainus Road, Ladysmith BC
Attachments: CVRD 2017-03-18-WithCorrection.docx

***** REVISED LETTER WITH CORRECTION TO ADDRESS *****

Re CVRD File No. 01-G-16RS

Attached please find my letter (with correction to address) regarding Amending Bylaws 4074 and 4075.

My husband has also sent you a letter with the correction of the address.

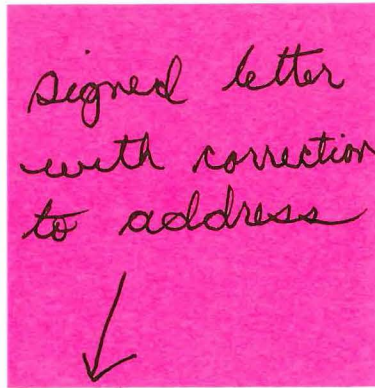
Please remove previous copy of my letter and replace it with this one.

Thank you.

March 18, 2017

Kasia Biegun, Planner 1
CVRD
175 Ingram Street, Duncan, BC V9L 1N8

Re: CVRD File No. 01-G-16RS



I am opposed to the rezoning of the property at 11198 Chemainus Road for the following reasons:

When I spoke with Kasia Biegun at the CVRD, I was told this will be a **spot zoning** and would not affect elsewhere in Area G. However, upon further reading of the documents, it appears this is step one in implementing Amendment Bylaws 4074 and 4075 in Area G via completion of a review in the fall of 2017.

When looking at the Staff Report to the Committee, there appears to be a conflict between the Community Plan which refers to "affordable rental housing" and Bylaw 4075's "permitted uses". If the goal of the Community Plan is "to provide housing for extended family, farm help, seniors and lower income household", then the bylaw's Permitted Use should only be Items "e"... secondary suite, on parcels 0.4 ha or larger in area and "f"... Accessory dwelling unit on parcels 0.4 ha or larger in area. The definition for Accessory Dwelling Building is too vague.

Drawing on our experience, in the summer of 2009, we had a vacation rental business in the auxiliary dwelling behind us. This business brought unwanted traffic and noise to our quiet residential neighbourhood. Due to this business, we lost the use and enjoyment of our backyard that summer. In some areas, like Branksome Road, business and residential use don't mix.

As stated in OCP Bylaw 2500, "Saltair residents place a very high value on the rural ambience of Saltair, and wish to ensure that the peaceful, rural nature of the community is protected."

Saltair is a unique community and one size does not fit all. We love Saltair. Please do not destroy its uniqueness by passing poorly defined bylaws. When making changes to the bylaws, it is important to do it right or not at all.

Sincerely,

Rae Jacobson
11190 Chemainus Road
(corner of Chemainus Road and Branksome Road)
Ladysmith, BC V9G 1Y8

EXHIBIT 10

Planning and Development

From: Paisley, Caroline <Caroline.Paisley@hubinternational.com>
Sent: March-21-17 10:41 AM
To: Planning and Development
Subject: Notice of Public Hearing March 21, 2017 submission
Attachments: scanjob2017-03-21-103327.pdf

Caroline Paisley
Personal Insurance Advisor

HUB International Limited
#8-1551 Estevan Rd.
Nanaimo, BC V9S3Y3

Office: 250-740-8408
Fax: 250-753-4998
caroline.paisley@hubinternational.com
hubinternational.com

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

From: noreply.BAR-006-PersonalMFP@hubinternational.com [mailto:noreply.BAR-006-PersonalMFP@hubinternational.com]
Sent: Tuesday, March 21, 2017 10:33 AM
To: Paisley, Caroline
Subject: Scan from BAR-006-PersonalMFP

Your scan is attached.

March 21, 2017

Reference: Notice of Public Hearing to be held March 21, 2017, Applicable to Area G – Saltair/Gulf Islands.

The purpose of this letter is to voice support for the proposed Amendment to Bylaws number 4074 and 4075.

I am the property owner of 11170 Branksome Rd, Saltair. My property sits one lot away from the subject property. I have no objection whatsoever to the application to allow this property owner to have a secondary dwelling.

In 2008, I also submitted a variance application to the CVRD after we built a larger home on the upper end of our almost 2 acre property and wanted to keep the original small house as a secondary dwelling. We envisioned the opportunity to allow my elderly mother at the time (she has since passed) to live in the little house so we could support her and have her close by her grandchildren. We also envisioned that at some point, the little house could be an opportunity for one of our children to remain in the community of Saltair, to live and work and raise a family close to us. Good for us and good for a community that needs young families to fill their schools with children, pay taxes, support local businesses, etc.

Our application and extensive and exhaustive efforts (physically, emotionally and financially) to allow for this small house which had been consistently inhabited and was part of the Saltair landscape for over 40 years prior to our ownership of the property, were futile and ultimately refused due to this antiquated bylaw in Area G which disallows secondary dwellings. A bylaw which is selectively enforced (supported by the fact that there are countless secondary units, suites, dwellings throughout Area G) based solely on complaints or objections submitted by neighboring property owners.

I look forward to these property owners having success in their application. I would encourage the CVRD to finally re-assess their position on this and allow for secondary dwellings in Area G to fall in line with the rest of the district. A community as unique and beautiful as ours requires growth to continue to thrive and offer affordable rental housing for young families, and property owners deserve the right to potentially help their extended families.

Thank you.

Caroline Paisley



EXHIBIT 11

Planning and Development

From: Frank Elsom <frankelsom@shaw.ca>
Sent: March-21-17 12:29 PM
To: Planning and Development
Cc: lindaelsom@shaw.ca
Subject: Amendments to Bylaws No. 4074 and No. 4075

Cowichan Valley Regional District,

Regarding: The CVRD Public Notice to Electoral Area 'G' announced on March 10, 2017. To Amend the Official Community Plan Bylaw No.4074 and Zoning Bylaw No.4075.

To Whom It May Concern,

This letter is to express my complete disapproval of the proposed amendments. Making new bylaws is not the solution to any of the issues identified in the staff report. In fact, the report suggests only two, so called, benefits. The first is that the amendment would encourage the creation of affordable housing; this is not on my hot list of things I would like to see done in Saltair. The second issue is that we do not have zoning for 'accessory dwelling units' in Area 'G' but all the other Areas in CVRD do. So what? When did that become a priority that must be rushed through the approval process? There are already other options available to people seeking affordable housing.

The last thing we need are more bylaws when the existing ones are, for the most part, ignored; at least in my neighborhood. Let's try having a perfect enforcement record i.e. 100% of all complaints addressed and resolved to the satisfaction of the complainant, before stepping into new territory with new bylaws.

I know for a fact that the CVRD bylaw department is holding off on enforcing an existing bylaw that prohibits secondary dwellings, in anticipation of these Zoning Bylaw amendments being passed, because if passed, staff would not have to suffer the wrath and abusive behavior that constantly emanates from the property owner whenever confronted about bylaw infractions -- of which there are many.

I see no need to increase the population density in an area that is known for its spacious rural ambience. More buildings would only add clutter to the landscape spoiling it for everyone. Leave well enough alone!

Again, I am not in favour of the proposed amendments.

Regards,

Linda Elsom
11159 Branksome Road,
Ladysmith BC V9G 1Y8



Cowichan Valley Regional District,

Regarding: The CVRD Public Notice to Electoral Area 'G' announced on March 10, 2017. To Amend the Official Community Plan Bylaw No.4074 and Zoning Bylaw No.4075.

To Whom It May Concern,

This letter is to express my complete disapproval of the proposed amendments. Making new bylaws is not the solution to any of the issues identified in the staff report. In fact, the report suggests only two, so called, benefits. The first is that the amendment would encourage the creation of affordable housing; this is not on my hot list of things I would like to see done in Saltair. The second issue is that we do not have zoning for 'accessory dwelling units' in Area 'G' but all the other Areas in CVRD do. So what? When did that become a priority that must be rushed through the approval process? There are already other options available to people seeking affordable housing.

The last thing we need are more bylaws when the existing ones are, for the most part, ignored; at least in my neighborhood. Let's try having a perfect enforcement record i.e. 100% of all complaints addressed and resolved to the satisfaction of the complainant, before stepping into new territory with new bylaws.

I know for a fact that the CVRD bylaw department is holding off on enforcing an existing bylaw that prohibits secondary dwellings, in anticipation of these Zoning Bylaw amendments being passed, because if passed, staff would not have to suffer the wrath and abusive behavior that constantly emanates from the property owner whenever confronted about bylaw infractions -- of which there are many.

I see no need to increase the population density in an area that is known for its spacious rural ambience. More buildings would only add clutter to the landscape spoiling it for everyone. Leave well enough alone!

Again, I am not in favour of the proposed amendments.

Regards,

Linda Elsom
11159 Branksome Road,
Ladysmith BC V9G 1Y8

EXHIBIT 12

Planning and Development

From: Frank Elsom <frankelsom@shaw.ca>
Sent: March-21-17 12:09 PM
To: Planning and Development
Cc: frankelsom@shaw.ca
Subject: Amendments to Bylaws No. 4074 and No. 4075

Cowichan Valley Regional District,

Regarding: The CVRD Public Notice to Electoral Area 'G' announced on March 10, 2017. To Amend the Official Community Plan Bylaw No.4074 and Zoning Bylaw No.4075.

To Whom It May Concern,

Having read the proposed amendments and supporting documentation, I find nothing that is to my benefit or to that of the community in general. Only the applicant, and any future owner of the subject property, will benefit from these changes. These amendments would potentially allow the scofflaw property owners, who currently have noncompliant 'illegal' secondary residences on their properties, to become 'legal' under new and relaxed regulations. The amendments would also conveniently relieve the CVRD bylaw enforcement staff of their sometimes unpleasant duty of dealing with existing scofflaws. Win-win for scofflaws and bylaw staff!

The conclusions reached in the report are without merit and do not support the recommendations made. Firstly, the staff advises that the timeline for approving the application be accelerated, rather than waiting for a proper study to be completed. The reasons given for doing so do not support any urgency. Secondly, the term 'affordable rental housing' is completely subjective. Affordability is determined on an individual basis. I have personally lived through, and seen firsthand, the degradation and eventual ruin of a very fine neighbourhood caused by poorly planned zoning bylaw amendments and lax bylaw enforcement. In that case the reasoning used to amend the law was to provide affordable rental housing. 'Affordable housing' is a powerful 'motherhood' term that always seems to win out over the protection of someone else's rights. Lastly, the fact that certain regulations are generally accepted by other CVRD areas, does not equate to a sensible or logical reasoning for the making of changes to Area 'G' bylaws. No benefits of doing so are given in the report.

A prime objectives of the OCP is to preserve the rural ambience and green areas of the district. Another is to limit the population growth. These amendments achieve neither of those objectives. While I do understand a need to provide various types of housing in the community, I suggest that there are other options available to the applicant and his family. I do not believe dotting our community with small accessory dwelling units is an acceptable solution to anything.

One can only speculate as to why these amendments are being rushed through before the CVRD staff has completed the study requested by Area 'G' Director Dorey. No urgency was expressed by the applicants in their letter. Something else is afoot here, and I am very suspicious of the board's agenda. I see this to be the thin edge of a thick wedge and expect many bad things to come if these amendments are approved.

I strongly oppose both amendments.

Regards,

Frank Elsom
11159 Branksome Road
Ladysmith BC V9G 1Y8

Cowichan Valley Regional District,

Regarding: The CVRD Public Notice to Electoral Area 'G' announced on March 10, 2017. To Amend the Official Community Plan Bylaw No.4074 and Zoning Bylaw No.4075.

To Whom It May Concern,

Having read the proposed amendments and supporting documentation, I find nothing that is to my benefit or to that of the community in general. Only the applicant, and any future owner of the subject property, will benefit from these changes. These amendments would potentially allow the scofflaw property owners, who currently have noncompliant 'illegal' secondary residences on their properties, to become 'legal' under new and relaxed regulations. The amendments would also conveniently relieve the CVRD bylaw enforcement staff of their sometimes unpleasant duty of dealing with existing scofflaws. Win-win for scofflaws and bylaw staff!

The conclusions reached in the report are without merit and do not support the recommendations made. Firstly, the staff advises that the timeline for approving the application be accelerated, rather than waiting for a proper study to be completed. The reasons given for doing so do not support any urgency. Secondly, the term 'affordable rental housing' is completely subjective. Affordability is determined on an individual basis. I have personally lived through, and seen firsthand, the degradation and eventual ruin of a very fine neighbourhood caused by poorly planned zoning bylaw amendments and lax bylaw enforcement. In that case the reasoning used to amend the law was to provide affordable rental housing. 'Affordable housing' is a powerful 'motherhood' term that always seems to win out over the protection of someone else's rights. Lastly, the fact that certain regulations are generally accepted by other CVRD areas, does not equate to a sensible or logical reasoning for the making of changes to Area 'G' bylaws. No benefits of doing so are given in the report.

A prime objectives of the OCP is to preserve the rural ambience and green areas of the district. Another is to limit the population growth. These amendments achieve neither of those objectives. While I do understand a need to provide various types of housing in the community, I suggest that there are other options available to the applicant and his family. I do not believe dotting our community with small accessory dwelling units is an acceptable solution to anything.

One can only speculate as to why these amendments are being rushed through before the CVRD staff has completed the study requested by Area 'G' Director Dorey. No urgency was expressed by the applicants in their letter. Something else is afoot here, and I am very suspicious of the board's agenda. I see this to be the thin edge of a thick wedge and expect many bad things to come if these amendments are approved.

I strongly oppose both amendments.

Regards,


Frank Elsom

11159 Branksome Road,
Ladysmith BC V9G 1Y8

Planning and Development

From: GREG TAYLOR <jm-taylor@shaw.ca>
Sent: March-21-17 4:15 PM
To: Planning and Development
Subject: Public Hearing Comment on Amendment Bylaws 4074 & 4075
Attachments: Saltair Bylaw Amendt 170321 f.docx

Here is my comment. please confirm you have received it. J. Taylor

Saltair Citizen Comment to the Public Hearing to Amend the Official Community Plan for Saltair, CVRD Area G, with Bylaw # 4074 and Zoning Amendment Bylaw # 4075

This bylaw amendment should be rejected for the following reasons:

A key feature in the Saltair Community are the large residential lots which provide citizens with very pleasant home sites. The citizens who live in Saltair and those that continue to buy homes in Saltair have specifically chosen these large lots as a preferred place to live rather than satisficing with a home in a crowded subdivision with undersized lots. Therefore, it is essential that the large lots be preserved in Saltair. Those that wish to live on smaller lots can readily sell here and move elsewhere.

The bylaw amendment is deficient in several aspects and its approval will create a multitude of problems in its application causing conflict among neighbours and lead to the denigration of the quality of the semi rural nature of the community. These deficiencies are apparent from two perspectives: within the specific regulatory requirements of the bylaw itself and externally as a result of the bylaw's negative impacts on other regulatory issues.

Regulatory deficiencies within the framework of the proposed bylaw:

1. Within the proposed bylaw's regulatory framework there is no requirement to address the negative externalities the bylaw will create with regard to sewage, water, allocation of taxes and fees, recognition of historic costs of capital expenditures on water systems, etc. (These issues will be addressed below.) Failure of the bylaw to address these issues will generate more bureaucratic burden in the efforts to achieve equitable solutions and are likely to create unresolved inequalities among neighbours.
2. The proposed bylaw itself takes a simplistic approach to location of the new home via the use of height restrictions and setbacks from the property lines. This mechanism does not address the specific locational impact of a new home on the sunlight available to existing neighbouring homes nor to any intrusion of the new home on the view scape of existing neighbouring homes.
3. The proposed bylaw lacks a strong procedure for the recognition of the input of affected neighbours on the proposed development.
4. The proposed bylaw lacks a process by which those nearby neighbours which face the greatest negative impacts have the right to veto the approval of an additional house.

Negative externalities which are beyond the technical scope of the proposed bylaw but which will occur and negatively impact Saltairians if the proposed bylaw is approved:

1. Given the issues with septic systems in Saltair there is a lack of adequate consideration of the provision of an effective septic system for the new home and the subsequent increase in usage of a septic field because of the greater number of people on the property.
2. Given the issues with the Saltair water system, especially relating to the need for water rationing which is becoming the summertime norm, the addition of new homes will exacerbate these scarcity concerns.
3. It is not apparent that sufficient forethought has been given to the taxation issues relating to the allocation of tax and fee burdens from the CVRD. All these tax/ fee collection as well as funding allocation issues should be identified, thoroughly addressed and mitigated prior to proposing a new bylaw to ensure fairness and equity among rate paying Saltairians.

4. The issue of payment toward recent capital expenditure programs in Saltair must be addressed if the proposed bylaw is approved. In Saltair such payments are required for the water system improvements in the community. If a new home is permitted as a result of acceptance of the proposed bylaw there should be a requirement for the new home to pay the historic capital costs which would have been paid over at least the last decade. This approach ensures the new home is paying toward the use of capital improvements from which it benefits.

Based on the above, the proposed bylaw should be rejected. If the proposed bylaw is accepted despite these and other objections, the inclusion of this document in the public record for this hearing will provide a yard stick by which the impacts of the bylaw can be measured over time.

Alternatively, if the bylaw is not approved, the CVRD can draft a new version to rectify these negative impacts and address the negative externalities appropriately. An improved version of the proposed bylaw should be put before Saltairians for voting at the next voting opportunity.

Thank you for the opportunity to provide recommendations which are designed to mitigate negative impacts on the community.

Jack Taylor jm-taylor@shaw.ca

17/03/21

EXHIBIT 14

Planning and Development

From: Jake and Sandra Bruinewoud <jbruinewoud@hotmail.com>
Sent: March-21-17 3:50 PM
To: Planning and Development
Subject: Objection to Amendment of Bylaw Nos. 4074 and 4075

March 21, 2017
11275 Green Hill Dr
Ladysmith, BC
V9G 1Y4

We just read it in the paper!!

Please be advised of our strong objection to the proposed amendment of Bylaw Nos. 4074 and 4075.

Saltair is unique area of the CRVD which we believe would not benefit in any way from any proposal allowing infilling development.

The specific location in question is close to our home and we travel past it on a daily basis. Traffic safety is already issue at that corner.

Furthermore, we are wondering why this proposal has been presented during a holiday week and with such a short timeframe for reply.

Is there a hidden agenda on the part of some Board Member or Bylaw Officer?

We understand there are already illegal dwellings in this area. Is this an attempt to set a course which would encourage further adulteration of a plan already well thought out and ratified by Saltair Residents?

We are unable to attend the town meeting tonight, but want our voice to be heard by the Regional Board.

Sincerely,
Jake and Sandra Bruinewoud

Sent from my iPhone

EXHIBIT 15

CVRD Planning dept

MARCH 21 , 2017

RE: OCP Amendment Bylaw #4074

Zoning Amendment Bylaw # 4075



It is my opinion there should be no changes to the OCP for Saltair Area G until public hearings are held to review the existing OCP in its entirety .

Obviously there needs to be some housekeeping undertaken , and the community should have line by line input review .

With that in mind , and my comments below , I can not support this proposed amendment.

Under the existing bylaw , parcels 0.4 hectares and larger can have a secondary suite , but , not an accessory dwelling unit. I could support an application for renovation to the existing dwelling to develop a secondary suite.

If approved the applicant is likely to apply for a variance to the setback on two sides of the property line because of the combined 7.5 meter setbacks , without this , it will be a narrow house . The existing house on the property reaches to both side property lines now .

24.606 Feet,

I feel this application for an amendment is a precursor to an application to subdivide , or create two legal strata parcels , as access is off of Gait road.

There is no community sewer system that could service these properties , and the existing sewer system is not designed for processing effluent from two homes ..Vancouver island health should have been consulted prior to the zoning amendment getting to this stage.

Making a change of this significance will result in a Niagra Falls flood of applications for accessory dwellings .

The applicant should have been advised from the start that the OCP did not support this venture.

Therefore , I request this application be tabled until such time as a proper review of the OCP can be undertaken in a proper forum ,

I feel that the majority of the residents of Saltair have no idea what this seemingly minor change could mean to the quality of life here in Saltair.

regards

TOM HOCKIN

3879 rumble road

twhockin@gmail.com 250-245-7898

EXHIBIT 16

Area G – Saltair – Accessory Dwellings – Public Hearing 21 Mar 2017
Official Community Plan Amendment Bylaw No. 4074
Zoning Amendment Bylaw No. 4075



Creation of Zone R2-A – Suburban Residential 2A Zone

Bylaw No. 4074 and Bylaw No. 4075 should be denied

The creation of Zone R2-A will set a precedent and change Saltair forever with all properties that meet the R2-A requirements being able to apply for re-zoning to the new R2-A zone. Approx 200 parcels in Saltair would qualify under the R2-A zone requirements. That is approx 25% of the current 800 residential properties in Saltair.

Bylaw 4075 states clearly the Minimum Parcel Size is 1 hectare for parcels not connected to a community sewer system. This property is only 0.4 hectare and is not connected to a community sewer system.

This property is connected to a septic system and does not meet the regulation under R2-A - Minimum Parcel Size of 1 hectare for parcels not connected to a community sewer system.

The applicant letter states they are planning on building a new house on the property and using the current house on the property as a house for their family. This would turn the current house into the accessory dwelling. The current house on the property is approx 2,000 ft² and does not meet the R2-A accessory dwelling requirement of Maximum Floor area 914 ft². Does this mean that the owner will be requesting a variance to the property to allow the accessory dwelling to be larger than the 914 ft²? Setting a precedent for all accessory dwelling to be larger than the 914 ft². An unlimited size. I can see 4000 ft² accessory dwellings on the horizon in Saltair.

If the R2-A zone is approved by the CVRD Board, many changes will take place in Saltair with the possibility of approx 200 accessory dwelling in Saltair. The CVRD Bylaws 4075 & 4074 do not cover the following. The majority of these dwellings will be rental housing and with rentals we all know there are good renters and then there are problem rents such as drug dealers, etc. There are already some problem rental properties in Saltair that surrounding property taxpayers find frustrating. Once a renter is in it is very complicated and a very complex process to remove them. Other impacts on the surrounding property taxpayers; additional traffic, dogs barking, home based businesses in possibly both residences, bed and breakfast

in both residences, parking on the street as only 1 parking space is required on site for the accessory dwelling and many other issues.

Some additional concerns would be the sharing of the septic system. Septic systems are designed for single family dwellings and not two dwellings. Septic systems become stressed and eventually fail with over use by more than the system is able to handle. Not a pleasant situation for the property taxpayers in the area. Septic systems are not under the CVRD but definitely impact the adjacent taxpaying neighbours when they fail.

Other issues that will impact the neighbouring taxpayers properties and other taxpayers properties in the Saltair area.

- Saltair's stormwater system is ditches.**
- There is not the infrastructure in place like Ladysmith and Chemainus to handle stormwater.**

Consider the following:

- land clearing to build an accessory dwelling and driveway access increases impervious areas on the lot**
- vegetation & soil removal will increase the surface run off during a rain event (those heavy torrential rains we are now getting) and rapid snow melt**
- the property will no longer have the vegetation and soil depths required to mitigate these additional heavy rains and rapid snow melts**
- the CVRD does not have a soil depth policy to allow infiltration of rain and snow**
- water running off one property into other properties will impact the neighbouring properties land, wet areas, swamps, stagnant water areas, etc**

Once the precedent is set with the new R2-A zone this could be the property beside you and now your issues to deal with.

How will all the illegal accessory dwellings in Saltair be dealt with?

Where are the considerations for the Saltair Water System such as each home requiring a water meter to measure water consumption. How will the second home pay for the water system upgrades with two homes benefiting from these upgrades but only paying one parcel tax into the Saltair Water System. Currently each parcel in Saltair is paying approx an additional \$358 for the \$4.5M 15 year upgrades. Saltair taxpayers should not have to pay so 2 homes on one property can benefit from these upgrades.

2 homes on a 0.4 Hectare which is equal to 1 acre. Means basically 0.2 Hectare or 1/2 acre per dwelling. Is the R2-A zone turning Saltair into high density housing?

The current R2 zone Number of Dwellings “For parcels zoned R-2 that are 0.4 Hectare in area or larger, one secondary suite is also permitted.” This property meets these regulations but not the regulations for the R2-A Minimum Parcel Size of 1 Hectare for parcels not connected to a community sewer system.

Is this the vision for Saltair as outlined in the Official Community Plan “OCP Goals” “To preserve the natural, treed, rural setting of Saltair, and thus ensure that Saltair continues to be an attractive, livable, rural residential community that provides a scenic green belt between the urban centres of Chemainus and Ladysmith”. The OCP was created by the community for the community?

Based on the above, the proposed bylaws 4074 & 4075 should be denied.

Thank you for your time.

Regards,

Lynne Smith

Saltair taxpayer



COWICHAN VALLEY REGIONAL DISTRICT

Bylaw No. 4105

A Bylaw to Authorize the Borrowing of Funds to Assist with Costs Associated With Upgrades to the Meade Creek Recycling Centre and Landfill Closure Project

WHEREAS the Board established *Solid Waste* as a Service under the provisions of Bylaw No. 1758, cited as "CVRD – Solid Waste Management Local Service Establishment Bylaw No. 22, 1996";

AND WHEREAS the Board wishes to borrow money to assist with the costs associated with upgrades to the Meade Creek Recycling Centre and Landfill Closure Project;

AND WHEREAS the estimated total cost for upgrades to the Meade Creek Recycling Centre and Landfill Closure Project, including expenses incidental thereto, is Four Million Nine Hundred Ninety-Four Thousand Dollars (\$4,994,000);

AND WHEREAS the sum to be borrowed is not to exceed One Million Nine Hundred Sixty-Eight Thousand Dollars (\$1,968,000), which is the amount of debt to be created by this bylaw;

AND WHEREAS the authority to borrow under this bylaw expires five years from the date on which it is adopted;

AND WHEREAS the Board has received an exemption from elector approval pursuant to Section 24(7) of the *Environmental Management Act*;

AND WHEREAS the Board has obtained approval of the Inspector of Municipalities in accordance with the *Local Government Act* and the *Community Charter* and

NOW THEREFORE the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. CITATION

This bylaw may be cited for all purposes as "**CVRD Bylaw No. 4105 – Meade Creek Recycling Centre Upgrades and Landfill Closure Project Loan Authorization (\$1,968,000) Bylaw, 2017**".

.../2

2. **LOAN AUTHORIZATION**

The Cowichan Valley Regional District is hereby empowered and authorized to upgrade the Meade Creek Recycling Centre and close the incinerator ash landfill in general accordance with the plans on file in the Regional District office, and to do all things necessary in connection therewith and, without limiting the generality of the foregoing, to borrow upon the credit of the Regional District a sum not exceeding One Million, Nine Hundred Sixty-Eight Thousand Dollars (\$1,968,000).

3. **TERM OF DEBENTURES**

The maximum term for which debentures may be issued to secure the debt created by this bylaw is 20 years.

4. **SERVICE TO WHICH THE LOAN AUTHORIZATION RELATES**

This bylaw relates to the *Solid Waste Management Local Service Area* established pursuant to Bylaw No. 1758, cited as "CVRD – Solid Waste Management Local Service Establishment Bylaw No. 22, 1996.

READ A FIRST TIME this 22nd day of February, 2017.

READ A SECOND TIME this 22nd day of February, 2017.

READ A THIRD TIME this 22nd day of February, 2017.

I hereby certify this to be a true and correct copy of Bylaw No. 4105 as given Third Reading on the 22nd day of February, 2017.

J. E. Barry
Corporate Secretary

February 23, 2017
Date

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 25th day of April, 2017.

ADOPTED this _____ day of _____, 2017.

Chairperson

Corporate Secretary



COWICHAN VALLEY REGIONAL DISTRICT

BYLAW No. 4111

**A Bylaw to Amend the Arbutus Ridge Sewer System Management
Bylaw No. 3306**

WHEREAS the Board of the Cowichan Valley Regional District established the management of the Arbutus Ridge Sewer System pursuant to CVRD Bylaw No. 3306, cited as "CVRD Bylaw No. 3306 – Arbutus Ridge Sewer System Management Bylaw, 2009";

AND WHEREAS the Board of the Cowichan Valley Regional District deems it desirable to update the language and revise Schedule B of the bylaw.

NOW THEREFORE the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. **CITATION**

This Bylaw may be cited for all purposes as "**CVRD Bylaw No. 4111 - Arbutus Ridge Sewer System Management Amendment Bylaw, 2017**".

2. **AMENDMENT**

That CVRD Bylaw No. 3306 be amended by deleting Schedule B and replacing it with the Schedule B attached to and forming part of this bylaw.

READ A FIRST TIME this _____ day of _____, 2017.

READ A SECOND TIME this _____ day of _____, 2017.

READ A THIRD TIME this _____ day of _____, 2017.

ADOPTED this _____ day of _____, 2017.

Chairperson

Corporate Secretary



SCHEDULE B

TO CVRD BYLAW NO. 3306

SEWER SERVICE CHARGES

Minimum Sewer Classification Charge per Six (6) month billing period

| <u>CLASSIFICATION</u> | <u>CHARGE</u> |
|--|----------------------|
| Single Family Dwelling: per dwelling | \$ 172.60 |
| STEP System: per dwelling | 146.71 |
| Apartment: per unit | 146.71 |
| Mobile Home Park: per unit | 172.60 |
| RV Trailer Park/Campground: | |
| a) <u>site connected to sewer:</u> per serviced pad or site | 86.30 |
| b) <u>site not connected to sewer:</u> per pad or site | 17.26 |
| Hotel/Motel: | |
| a) <u>room or suite:</u> per room or suite | 69.04 |
| b) <u>kitchenette or housekeeping unit (per room or suite)</u> | 103.56 |
| Restaurants: per seat: | 10.36 |
| Licensed Premises: per seat: | 17.26 |
| Laundromat: minimum charge for each washing machine: | 172.60 |
| Commercial: | |
| Minimum charge for each 10 employees or portion thereof per shift | 172.60 |
| Each additional 5 employees or portion thereof per shift | 86.30 |
| School: minimum charge per classroom | 172.60 |
| Continuing Care Facility: minimum charge for each bed | 129.45 |
| Bed & Breakfast/Rooming House: The minimum charge for such a facility shall include the minimum charge for a single family dwelling unit, plus a minimum charge for each and every guestroom. | |
| a) single Family Dwelling: | 172.60 |
| b) per guest room | 69.04 |
| Golf Course: Based on 3.5% of total sewer system operating budget. | 3945.00 |
| Other A minimum of 1 unit will be applied to each connection if the above calculation yields less than one, where calculation yields an uneven number round to the higher whole number | |

Single Family Dwelling:

Applies to any connection servicing a single segregated self-contained residential dwelling used for, or intended for the domestic use of one or more individuals as a single housekeeping unit with cooking, living, sleeping and sanitary facilities including, but not limited to a townhouse, semi-detached, residential home, duplex and a cabin.

Septic Tank Effluent Pumping (STEP):

Applies to a connection that pumps grey water and retains solids in a holding tank. The rate is calculated at 85% of the Single-family Dwelling rate to offset the cost of septic tank pump-outs (typically a maximum of every 5 years).

Apartment:

Applies to any connection servicing a multiple occupancy residential building(s) with self-contained and segregated units consisting of two or more rooms used for, or intended for the domestic use by one or more individuals as a single housekeeping unit with cooking, living, sleeping and sanitary facilities.

Mobile Home Park:

Applies to a connection servicing land used or occupied for the purposes of providing space for the accommodation of mobile homes either on a rental or ownership basis. A mobile home means any structure containing one dwelling whether ordinarily equipped with wheels, or not, that is designated, constructed or manufactured to be moved from one place to another by being towed, or carried, but not including travel trailers, campers, or other vehicles exempt from the provisions of the Mobile Home Act.

RV Trailer Park/Campground:

Applies to any connection servicing land used, temporarily occupied for the purpose of providing space for the accommodation of recreational vehicles or recreational structures. A recreational vehicle or recreational structure means a vehicle, trailer, coach, tents, structure, or conveyance designed to travel, or be transported on a highway and constructed and equipped to be used as temporary living or sleeping quarters for travelers.

Where individual spaces for the above accommodations are connected directly to a **Sanitary Sewer** disposal system, the minimum charge shall be based on the charges set forth in the applicable schedule(s).

Where individual spaces or sites are not serviced directly by an individual and/or separate **Sanitary Sewer** disposal system, but have the use of common or centrally located sanitary facilities, the minimum charge shall be based on the charges set forth in the applicable schedule(s).

Hotel/Motel:

Applies to any connection servicing a building or structure that contains sleeping units for the overnight accommodation of transient paying guests. Auxiliary assembly, commerce, entertainment, or restaurant uses as well as areas licensed to service alcoholic beverages and staff accommodation shall pay the charges according to the classification set forth in the applicable schedule(s).

Where units contain cooking facilities, the minimum charge shall be based on the charges set forth in the applicable schedule(s) per housekeeping or kitchenette unit.

Where units contain sleeping and sanitary facilities only, the minimum charge shall be based on the charges set forth in the applicable schedule(s) per room or suite.

Restaurant:

Applies to any connection servicing a building or structure, or segregated self-contained unit used for, or intended to be used for, the commercial sale of refreshments, prepared or assembled food, and/or meals together with non-alcoholic beverages for sale to the public.

Licensed Premises:

Applies to the connection servicing a licensed beverage establishment as governed by the Liquor Licensing Board of British Columbia, and includes, but is not limited to pubs, restaurants, eateries, lounges, cafeterias and private clubs where alcoholic beverages are served.

Laundromat:

Applies to a connection servicing a building, self-contained unit, or separately owned business entity where washing machines are available for public use for a fee or charge.

Commercial:

Applies to a connection servicing a complex, facility, or parcel of land used to manufacture, sell, repair goods, or provide a service including, but not limited to retail stores, offices, convenience store, service establishment, and light industrial.

School:

Applies to a connection servicing an institution of learning, or teaching facility, as defined by the School Act.

Continuing Care Facility:

Applies to a connection servicing a multiple occupancy complex providing long-term care, and living accommodations that include residents requiring full-time professional care, including living, sleeping, cooking, and sanitary facilities, but not including an acute care facility.

Bed & Breakfast:

Applies to any connection servicing a single family dwelling, with an accessory use for overnight accommodation for transient paying guests in which breakfast is the only meal served.

Rooming House:

Applies to any connection servicing a single family dwelling with an accessory use of rooms for rent by individuals for living and sleeping, but with common cooking and sanitary facilities shared by the occupants.

Other:

The volume of discharge to be apportioned for other types of developments that do not fall within the above classifications. Single-family residential equivalents shall be calculated at 1.18 m³ (259 lgal.) per day metered for calculated flow, rounded to the higher whole number.



**COWICHAN VALLEY REGIONAL DISTRICT
BYLAW No. 4113**

**A Bylaw to Amend Malahat Fire Protection
Service Establishment Bylaw No. 2414**

WHEREAS the Board of the Cowichan Valley Regional District established the *Malahat Fire Protection Service Area* under the provisions of Bylaw No. 2414, cited as "CVRD Bylaw No. 2414 – Malahat Fire Protection Service Establishment Bylaw, 2003", as amended;

AND WHEREAS the Board of the Cowichan Valley Regional District wishes to extend the boundaries of the service area to include the following property:

- PID 029-941-997, Lot 5, Block 361, Malahat District, Plan EPP60055;

AND WHEREAS the Regional Board has received a sufficient petition to include the property within the fire protection service area;

AND WHEREAS the Directors for Electoral Area A – Mill Bay/Malahat and Electoral Area B – Shawnigan Lake have consented, in writing, to the adoption of this bylaw;

NOW THEREFORE the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. **CITATION**

This bylaw may be cited for all purposes as "**CVRD Bylaw No. 4113 – Malahat Fire Protection Service Amendment (PID 029-941-997), Bylaw, 2017**".

2. **AMENDMENT**

That Schedule A to CVRD Bylaw No. 2414 be deleted and replaced with the Schedule A attached to this bylaw.

READ A FIRST TIME this _____ day of _____, 2017.

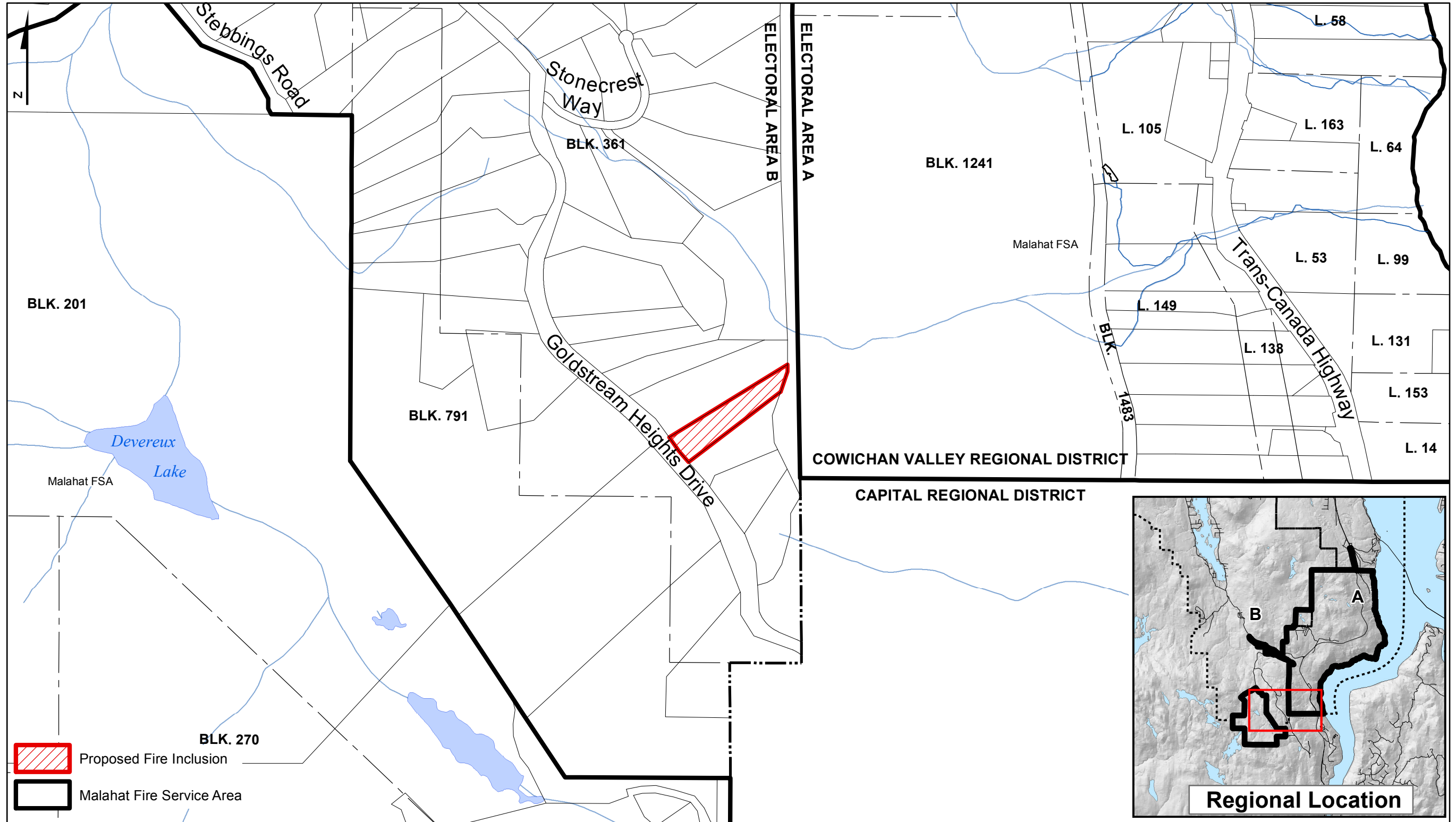
READ A SECOND TIME this _____ day of _____, 2017.

READ A THIRD TIME this _____ day of _____, 2017.

ADOPTED this _____ day of _____, 2017.

Chairperson

Corporate Secretary



Schedule A to CVRD Bylaw No. 2414 – Malahat Fire Protection Service Establishment Bylaw, 2003. As Amended by Bylaw No. 4113.

Adopted _____, 2017



COWICHAN VALLEY REGIONAL DISTRICT

BYLAW No. 4074

A Bylaw For The Purpose Of Amending Official Community Plan Bylaw No. 2500, Applicable To Electoral Area G – Saltair

WHEREAS the *Local Government Act*, hereafter referred to as the "Act", as amended, empowers the Regional Board to adopt and amend official community plan bylaws;

AND WHEREAS the Regional District has adopted an official community plan bylaw for Electoral Area G – Saltair, that being Official Community Plan Bylaw No. 2500;

AND WHEREAS the Regional Board voted on and received the required majority vote of those present and eligible to vote at the meeting at which the vote is taken, as required by the Act;

AND WHEREAS after the close of the public hearing and with due regard to the reports received, the Regional Board considers it advisable to amend Community Plan Bylaw No. 2500;

NOW THEREFORE the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. **CITATION**

This bylaw shall be cited for all purposes as "**CVRD Bylaw No. 4074 - Area G – Saltair - Official Community Plan Amendment Bylaw (11198 Chemainus Road), 2016**".

2. **AMENDMENTS**

Cowichan Valley Regional District Official Community Plan Bylaw No. 2500, as amended from time to time, is hereby amended as outlined on the attached Schedule A.

3. **CAPITAL EXPENDITURE PROGRAM**

This bylaw has been examined in light of the most recent Capital Expenditure Program and Solid Waste Management Plan of the Cowichan Valley Regional District and is consistent therewith.

4. **FORCE AND EFFECT**

This bylaw shall take effect upon its adoption by the Regional Board.

.../2

READ A FIRST TIME this 14th day of December , 2016.

READ A SECOND TIME this 14th day of December , 2016.

READ A THIRD TIME this _____ day of _____ , 2017.

ADOPTED this _____ day of _____ , 2017.

Chairperson

Corporate Secretary



SCHEDULE "A"

To CVRD Bylaw No. 4074

Schedule A to Official Community Plan Bylaw No. 2500, is hereby amended as follows:

1. Section 7 – Suburban Residential Designation is amended by adding:
Suburban Residential Designation – Policies
POLICY 7.3A In addition to one single family dwelling, an accessory dwelling unit is permitted on Lot 1, District Lot 34, Oyster District, Plan 8053 – PID 005-636-477 in the **Suburban Residential Designation**, provided that:
 - a. The subject parcel is connected to a community water system; and,
 - b. The strata conversion or subdivision of the accessory dwelling unit will not be permitted.

2. Appendix A – Definitions is amended by adding:
“**accessory dwelling unit**” means dwelling unit that is clearly ancillary and subordinate to a principal use on a parcel.



COWICHAN VALLEY REGIONAL DISTRICT

BYLAW No. 4075

**A Bylaw for the Purpose of Amending Zoning Bylaw No. 2524
Applicable to Electoral Area G – Saltair**

WHEREAS the *Local Government Act*, hereafter referred to as the "Act", as amended, empowers the Regional Board to adopt and amend zoning bylaws;

AND WHEREAS the Regional District has adopted a zoning bylaw for Electoral Area G – Saltair that being Zoning Bylaw No. 2524;

AND WHEREAS the Regional Board voted on and received the required majority vote of those present and eligible to vote at the meeting at which the vote is taken, as required by the *Act*;

AND WHEREAS after the close of the public hearing and with due regard to the reports received, the Regional Board considers it advisable to amend Zoning Bylaw No. 2524;

NOW THEREFORE the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. CITATION

This bylaw shall be cited for all purposes as "**CVRD Bylaw No. 4075 - Area G – Saltair Zoning Amendment Bylaw (11198 Chemainus Road), 2016**".

2. AMENDMENTS

Cowichan Valley Regional District Zoning Bylaw No. 2524, as amended from time to time, is hereby amended in the following manner:

- a) Section 1.3 - Definitions is amended by adding, 'accessory dwelling unit' means a small secondary dwelling unit not attached to or within another dwelling unit constituting a self-contained dwelling unit in accordance with Section 3.21A of this Bylaw, which is located on a parcel that has a principal dwelling unit on it.
- b) Section 3.13 – Off-Street Parking is amended by adding:

| CATEGORY | USE | PARKING |
|------------------|--|----------------|
| Residential Uses | Secondary Suite, Sec. Dwelling & Accessory Dwelling Unit | 1 space |

c) The following Section 3.21A is added:

For zones in which accessory dwelling units are permitted, the following regulations apply:

1. shall not be located on a parcel of land that has a secondary suite or another accessory dwelling unit on it;
2. shall be free standing or attached to a building that is accessory to residential use;
3. shall not exceed 85 m² (914 ft²) in floor area;
4. shall only be permitted when both the primary residence and accessory dwelling unit are serviced by an approved water source and an approved sewage disposal system;
5. shall only be permitted on parcels that are at least 0.4 hectares in area and where the main residence and accessory residence are both serviced by a community water system;
6. shall be legally constructed and inspected in accordance with the British Columbia Building Code and the CVRD Building Bylaw, and have the approval of the authorities responsible for domestic waste disposal and domestic water supply;
7. shall have an additional off-street parking space in accordance with Section 3.13;
8. may be subdivided from the parcel upon which it is located only if:
 - a. it is in a zone which would allow for the proposed parcel sizes following subdivision;
 - b. the principal dwelling and accessory dwelling unit are so located as to allow for setback requirements to be met following subdivision, with each being on a separate parcel following subdivision;
 - c. the approval of the Health Authority for sewage disposal has been obtained.

If the parcel upon which the accessory dwelling unit would be located is in a zone which would not allow for subdivision, the owner shall, prior to the issuance of a building permit for the accessory dwelling unit, register a covenant under Section 219 of the *Land Title Act* in favour of the CVRD against the title to the parcel which prohibits its subdivision or the registration of any form of strata plan under the *Strata Property Act*.

For parcels that meet the requirements of Subsections (6) a., b., and c., following the subdivision, the dwelling that was formerly considered to be the accessory dwelling unit will no longer be subject to the regulations of Section 3.21A of this Zoning Bylaw.

d) Section 4.1 – Creation of Zones is amended by adding:

| CATEGORY | ABBREVIATION | ZONE TITLE |
|----------------------|--------------|------------------------------|
| Suburban Residential | R-2A | Suburban Residential 2A Zone |

e) The following Section 5.3A is added:

Subject to compliance with the general regulations detailed in Part 3 of this Bylaw, the following regulations apply in the R-2A Zone:

1. Permitted Uses

The following principal uses and no others are permitted in the R-2A Zone:

- (a) Single family dwelling;

The following accessory uses are permitted in the R-2A Zone:

- (b) Restricted agriculture, horticulture;
 (c) Bed and breakfast accommodation;

- (d) Home-based business;
- (e) Secondary suite, on parcels 0.4 ha or larger in area;
- (f) Accessory dwelling unit, on parcels 0.4 ha or larger in area;
- (g) Residential day care centre;
- (h) Buildings and structures accessory to a principal permitted use.

2. Minimum Parcel Size

The minimum parcel size in the R-2A Zone is 1 hectare for parcels not connected to a community sewer system, and 0.4 hectare for parcels connected to a community sewer system.

3. Number of Dwellings

Not more than one dwelling is permitted on a parcel under 0.4 hectare in area, that is zoned R-2A. For parcels zoned R-2A that are 0.4 hectare in area or larger, one secondary suite or accessory dwelling unit is also permitted.

4. Setbacks

The following minimum setbacks apply in the R-2A Zone:

| Type of Parcel Line | Principal and Accessory Residential Use | Restricted Agricultural Use |
|---------------------------|---|-----------------------------|
| Front parcel line | 7.5 metres | 30 metres |
| Interior side parcel line | 3.0 metres | 15 metres |
| Exterior side parcel line | 4.5 metres | 15 metres |
| Rear parcel line | 7.5 metres | 15 metres |

5. Height

In the R-2A Zone, the height of all principal buildings and structures shall not exceed 10 metres, and the height of all accessory buildings shall not exceed 6 metres, except in accordance with Section 3.8 of this Bylaw.

6. Parcel Coverage

The parcel coverage in the R-2A Zone shall not exceed 25 percent for all buildings and structures.

7. Parking

Off-street parking spaces in the R-2A Zone shall be provided in accordance with Section 3.13 of this Bylaw.

- f) Appendix One – Minimum Parcel Size Summary is amended by adding:

| Zone | Parcels Not Serviced by a Community Water System | Parcels Served by a Community Water System | Parcels Served by a Community Water System and a Community Sewer System |
|---------------------------|--|--|---|
| R-2A Suburban Residential | 1 ha | 1 ha | 0.4 ha |

g) That Schedule B (Zoning Map) to Electoral Area G – Saltair - Zoning Bylaw No.2524 is amended by rezoning Lot 1, District Lot 34, Oyster District, Plan 8053 – PID 005-636-477, as shown outlined in a solid black line on Schedule A attached hereto and forming part of this bylaw, numbered Z-4075, from R-2 Suburban Residential to R-2A Suburban Residential 2A.

3. FORCE AND EFFECT

This bylaw shall take effect upon its adoption by the Regional Board.

READ A FIRST TIME this 14th day of December, 2016.

READ A SECOND TIME this 14th day of December, 2016.

READ A THIRD TIME this _____ day of _____, 2017.

ADOPTED this _____ day of _____, 2017.

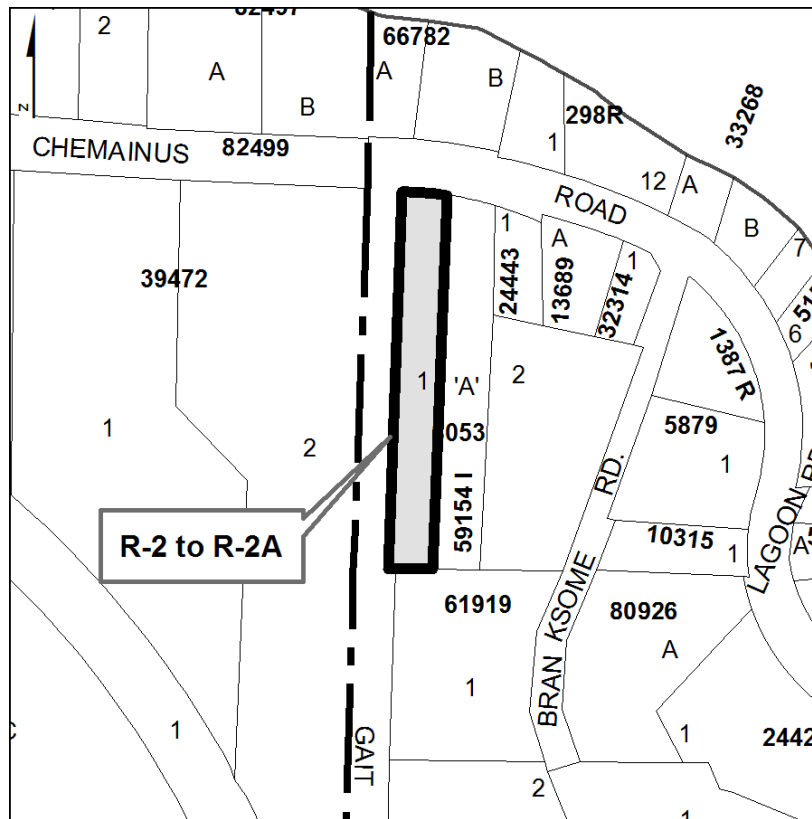
Chairperson

Corporate Secretary

PLAN NO. Z-4075

SCHEDULE "A" TO ZONING AMENDMENT BYLAW NO. OF THE COWICHAN VALLEY REGIONAL DISTRICT

 4075



THE AREA OUTLINED IN A SOLID BLACK LINE IS REZONED FROM

 R-2 (Suburban Residential) TO

 R-2A (Suburban Residential 2A) APPLICABLE

TO ELECTORAL AREA G



COWICHAN VALLEY REGIONAL DISTRICT

BYLAW No. 4089

A Bylaw for the Purpose of Amending Zoning Bylaw No. 3705 Applicable to Electoral Area D – Cowichan Bay (Uplands)

WHEREAS the *Local Government Act*, hereafter referred to as the "Act", as amended, empowers the Board of Directors of the Cowichan Valley Regional District to adopt and amend zoning bylaws;

AND WHEREAS the Board has adopted a zoning bylaw for Electoral Area D – Cowichan Bay (Uplands), that being Zoning Bylaw No. 3705;

AND WHEREAS the Board voted on and received the required majority vote of those present and eligible to vote at the meeting at which the vote was taken, as required by the Act;

AND WHEREAS after the close of the notification period, the Regional Board considers it advisable to amend Zoning Bylaw No. 3705;

NOW THEREFORE the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. CITATION

This bylaw shall be cited for all purposes as "**CVRD Bylaw No. 4089 – Cowichan Bay Zoning Amendment Bylaw (5301 Chaster Road), 2017**".

2. AMENDMENTS

Cowichan Valley Regional District Zoning Bylaw No. 3705, as amended from time to time, is hereby amended in the following manner:

- a) Section 7.6 – C7 Village Business Park Commercial, 'Distillery, Brewery' added as a permitted use.

3. FORCE AND EFFECT

This bylaw shall take effect upon its adoption by the Regional Board.

READ A FIRST TIME this 25th day of January, 2017.
READ A SECOND TIME this 25th day of January, 2017.
READ A THIRD TIME this 22nd day of March, 2017.
ADOPTED this _____ day of _____, 2017.

Chairperson

Corporate Secretary



COWICHAN VALLEY REGIONAL DISTRICT

BYLAW No. 4099

A Bylaw for the Purpose of Amending Official Community Plan Bylaw No. 2650, Applicable to Electoral Area I – Youbou/Meade Creek

WHEREAS the *Local Government Act*, hereafter referred to as the "Act", as amended, empowers the Regional Board to adopt and amend official community plan bylaws;

AND WHEREAS the Regional District has adopted an official community plan bylaw for Electoral Area I – Youbou/Meade Creek, that being Official Community Plan Bylaw No. 2650;

AND WHEREAS the Regional Board voted on and received the required majority vote of those present and eligible to vote at the meeting at which the vote is taken, as required by the *Act*;

AND WHEREAS after the close of the public hearing and with due regard to the reports received, the Regional Board considers it advisable to amend Community Plan Bylaw No. 2650;

NOW THEREFORE the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. **CITATION**

This bylaw shall be cited for all purposes as "**CVRD Bylaw No. 4099 – Electoral Area I – Youbou/Meade Creek Official Community Plan Amendment Bylaw (Shaw Creek), 2017**".

2. **AMENDMENTS**

Cowichan Valley Regional District Official Community Plan Bylaw No. 2650, as amended from time to time, is hereby amended as outlined on the attached Schedules A and B.

3. **CAPITAL EXPENDITURE PROGRAM**

This bylaw has been examined in light of the most recent Capital Expenditure Program and Solid Waste Management Plan of the Cowichan Valley Regional District and is consistent therewith.

.../2

READ A FIRST TIME this _____ day of _____, 2017.
READ A SECOND TIME this _____ day of _____, 2017.
READ A THIRD TIME this _____ day of _____, 2017.
ADOPTED this _____ day of _____, 2017.

Chairperson

Corporate Secretary



SCHEDULE "A"

To CVRD Bylaw No. 4099

Schedule A to Official Community Plan Bylaw No. 2650, is hereby amended as follows:

1. Insert Policy 3.13 "Shaw Creek and its associated foreshore have high ecological value warranting conservation. Lands surrounding Shaw Creek and nearby lakefront will be donated to the CVRD, and designated Parks and Institutional."
2. Insert Policy 3.14 "Notwithstanding Policy 3.12 and 11.16, lands designated Shaw Creek Comprehensive Recreational may be developed for seasonal dwellings or camping spaces to a maximum of two seasonal dwellings or camping spaces per parcel."
3. New Section 20 is inserted and subsequent sections are renumbered.

Section 20 – Wildfire Protection Development Permit Area

20.1 Category

The Wildfire Protection Development Permit Area (DPA) is designated pursuant to Section 488 of the *Local Government Act* for the protection of development from hazardous conditions

20.2 Scope

The Wildfire Protection DPA applies to land designated on the Wildfire Protection Development Permit Area map.

20.3 Justification

Lands designated within the Wildfire Protection DPA are within areas classified as "High" or "Extreme" for wildfire interface hazard, and development must be carefully planned to mitigate potential wildfire risk to surrounding lands, to plan for evacuation, to ensure that emergency vehicles can access the properties and to decrease the vulnerability of structures to damage from fire.

20.4 Guidelines

Prior to undertaking subdivision of the lands, an owner of land will apply to the CVRD for a Development Permit in accordance with the following:

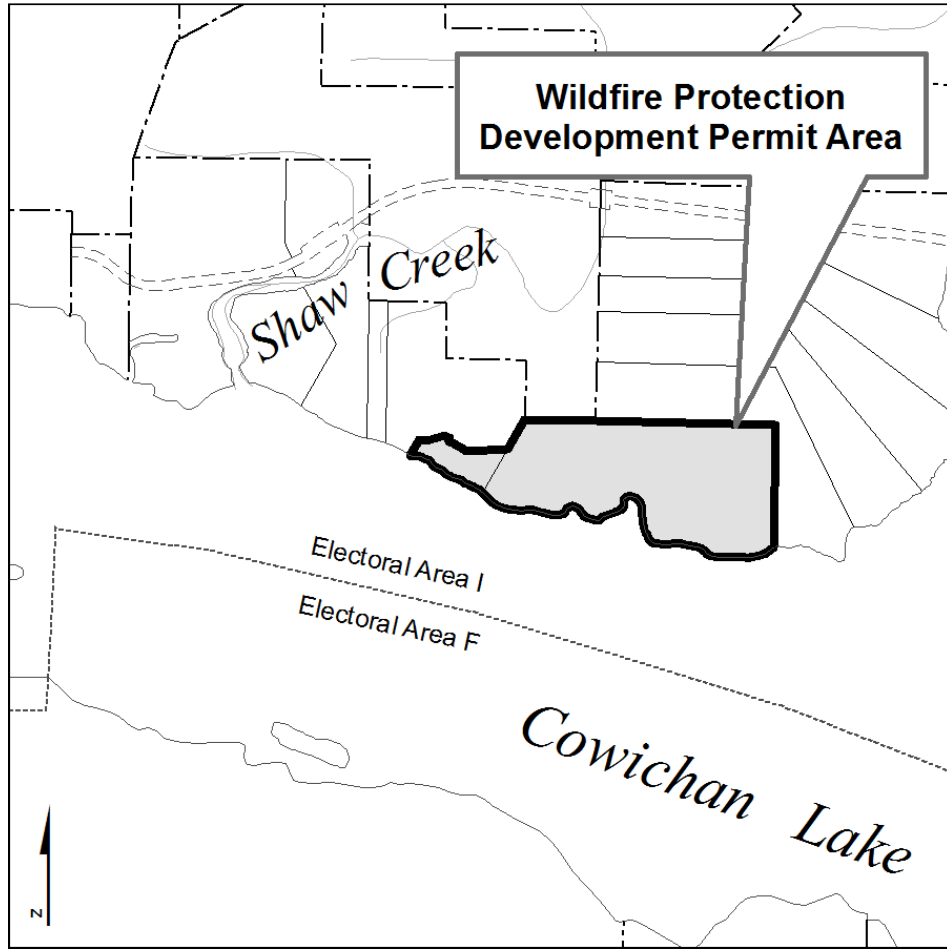
- (a) A wildfire threat/interface hazard assessment prepared by a qualified professional will be submitted by the applicant, and will make recommendations regarding the following:
 - (i) Reducing the risk of wildfire being initiated on the subject properties;
 - (ii) Decreasing the vulnerability of proposed structures from wildfire;
 - (iii) Application of FireSmart principles during land development and recommendations regarding construction/placement of structures;
 - (iv) Emergency access and evacuation procedures including recommendations on required widths of roads, driveways and access easement areas;
 - (v) Land development methods including precautions during tree clearing;

- (vi) Long-term vegetation management;
 - (vii) Infrastructure improvements including but not limited to water storage requirements and access routes; and
 - (viii) Local fire-fighting capability.
- (b) The CVRD may require the registration of a covenant on title(s) to ensure that the recommendations of the wildfire threat/interface hazard assessment are implemented at both the subdivision and building permit stages.
 - (c) All parcels created through subdivision shall have suitable emergency access.
 - (d) Non-combustible materials should be used for building roofs and cladding.
 - (e) The CVRD may require the registration of a covenant on title(s) to save harmless the CVRD in the event of any damages as a result of a hazard that may be present on the property.

20.5 Exemptions

- (a) Lot consolidations or parcel re-alignments between existing parcels;
 - (b) Construction of buildings or structures; and
 - (c) Placement of recreational vehicles or park model units.
4. That Lot 2, Section 16, Renfrew District, Plan VIP84798 (PID: 027-501-647); Lot 3, Block 134, Cowichan Lake District and Section 16, Renfrew District, Plan VIP84798 (PID: 027-501-663); Lot 4, Block 134, Cowichan Lake District, Plan VIP84798 (PID: 027-501-671); and Lot 5, Block 134, Cowichan Lake District, Plan VIP84798 (PID: 027-501-680), as shown outlined in a solid black line on Plan number Z-4099 attached hereto and forming Schedule B of this bylaw, be redesignated from Forestry/Natural Resource to Parks and Institutional and Shaw Creek Comprehensive Recreational; and that Schedule B to Official Community Plan Bylaw No. 2650 be amended accordingly.
 5. The land use designation Shaw Creek Comprehensive Recreational (SCR) is added to the legend of Schedule B, the OCP Plan Map.
 6. That Appendix 1 – Maps – be amended to add new map, “Wildfire Protection Development Permit Area.”

MAP 20

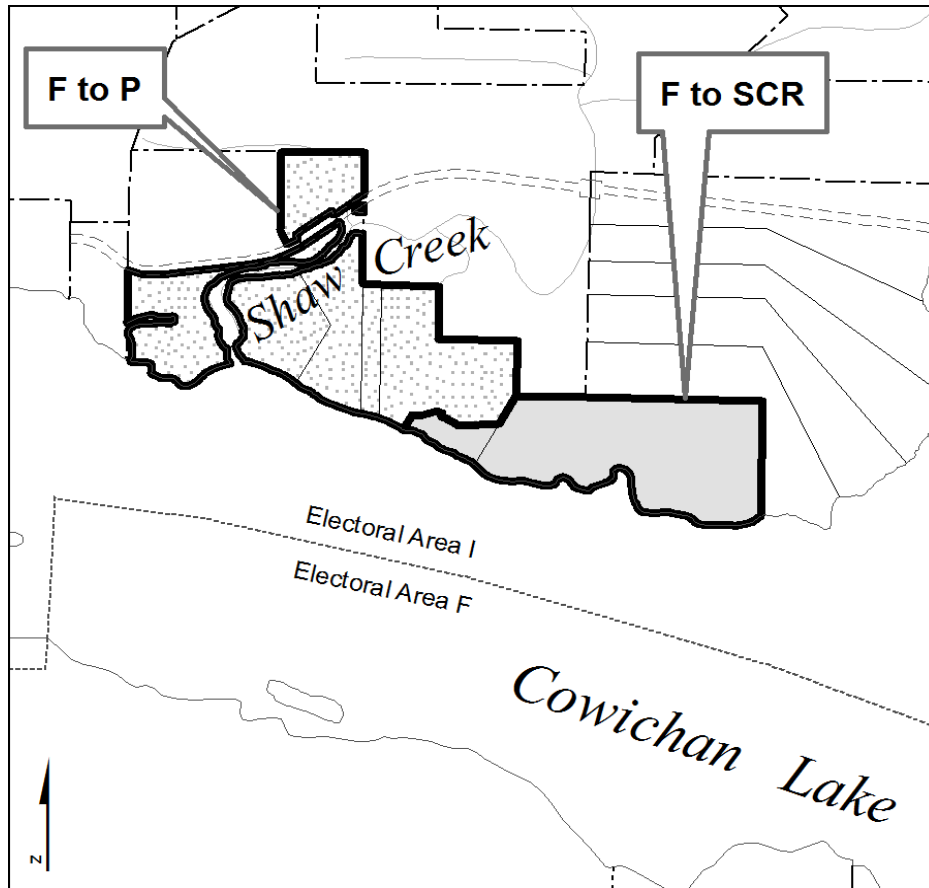


WILDFIRE PROTECTION DEVELOPMENT PERMIT AREA

PLAN NO. Z-4099

SCHEDULE "B" TO PLAN AMENDMENT BYLAW NO. OF THE COWICHAN VALLEY REGIONAL DISTRICT

 4099



THE AREA OUTLINED IN A SOLID BLACK LINE IS REDESIGNATED FROM

 Forestry/Natural Resource TO

 Parks and Institutional and Shaw Creek Comprehensive Recreational APPLICABLE

TO ELECTORAL AREA I



COWICHAN VALLEY REGIONAL DISTRICT

BYLAW No. 4100

A Bylaw for the Purpose of Amending Zoning Bylaw No. 2465 Applicable to Electoral Area I – Youbou/Meade Creek

WHEREAS the *Local Government Act*, hereafter referred to as the "Act", as amended, empowers the Regional Board to adopt and amend zoning bylaws;

AND WHEREAS the Regional District has adopted a zoning bylaw for Electoral Area I – Youbou/Meade Creek that being Zoning Bylaw No. 2465;

AND WHEREAS the Regional Board voted on and received the required majority vote of those present and eligible to vote at the meeting at which the vote is taken, as required by the Act;

AND WHEREAS after the close of the public hearing and with due regard to the reports received, the Regional Board considers it advisable to amend Zoning Bylaw No. 2465;

NOW THEREFORE the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. CITATION

This bylaw shall be cited for all purposes as "**CVRD Bylaw No. 4100 – Electoral Area I – Youbou/Meade Creek Zoning Amendment Bylaw (Shaw Creek), 2017**".

2. AMENDMENTS

Cowichan Valley Regional District Zoning Bylaw No. 2465, as amended from time to time, is hereby amended in the following manner:

a) That the following definition is added to Section 1.3 Definitions:

“**seasonal cabin**” means a building or structure that is not a principal residence, and that may contain cooking, eating, living and sleeping facilities for one family and that is used for accommodation not to exceed nine months in a calendar year”

b) That the CD-2 (Shaw Creek Comprehensive Recreational 2) Zone be added to Section 4.1 Creation of Zones.

c) That Section 5.49 be added after Section 5.48

5.49 CD-2 Shaw Creek Comprehensive Recreational 2 Zone

Subject to compliance with the general regulations detailed in Part 3 of this Bylaw, the following regulations apply in the CD-2 Zone:

.../2

1. Permitted Uses

The following principal uses and no others are permitted in the CD-2 Zone:

- a. Seasonal Cabin;
- b. Recreational Vehicle; and
- c. Park model mobile home.

The following accessory uses are permitted in the CD-2 Zone:

- d. Single family dwelling on strata common property; and
- e. Buildings and structures accessory to a principal permitted use.

2. Maximum Permitted Density

- a. Not more than two seasonal cabins, recreational vehicles or park model mobile homes or combination thereof are permitted per parcel; and
- b. One single family dwelling within the CD-2 Zone on strata common property.

3. Minimum Parcel Size

- a. The minimum parcel size is 1 hectare;
- b. The maximum parcel size is 1.5 hectares; and
- c. Notwithstanding Section 5.49(3)(a) and (b), the maximum number of parcels within the CD-2 Zone is 26.

4. Setbacks

The following minimum setbacks for buildings and structures apply in the CD-2 Zone:

| Parcel Line | Principal and Accessory Uses, Buildings and Structures |
|-------------------------------|--|
| Front | 7.5 metres |
| Interior Side | 6.0 metres |
| Exterior Side | 6.0 metres |
| Rear | 6.0 metres |
| Cowichan Lake High Water Mark | 30 metres |

5. Lake Frontage

- a. No parcel shall be located within 20 metres of the high water mark of Cowichan Lake; and
- b. The area of land extending 20 metres inland from the high water mark of Cowichan Lake shall be established as strata limited common property.

6. Height

The following maximum height regulations apply in the CD-2 Zone:

- a. Principal buildings and structures: 7.5 metres; and
- b. Accessory buildings and structures: 6.0 metres.

7. Parcel Coverage

The parcel coverage in the CD-2 Zone must not exceed 10% for all buildings and structures.

8. Servicing

No seasonal cabin, single family dwelling, recreational vehicle, park model mobile home or accessory building with sanitary facilities shall be established on a parcel

.../3

unless it is equipped with a sewage disposal system compliant with the *Sewage System Regulation* or otherwise authorized by Island Health.

9. Conditions of Use

- a. The maximum total floor area of seasonal cabins per parcel shall not exceed 300 m²; and
- b. No accessory building shall have a gross floor area exceeding 50 m².

10. Parking and Loading

Off-street parking and loading spaces in the CD-2 Zone must be provided on each parcel.

- d) That Schedule B (Zoning Map) to Electoral Area I – Youbou/Meade Creek Zoning Bylaw No. 2465 is further amended by rezoning Lot 2, Section 16, Renfrew District, Plan VIP84798 (PID: 027-501-647); Lot 3, Block 134, Cowichan Lake District and Section 16, Renfrew District, Plan VIP84798 (PID: 027-501-663); Lot 4, Block 134, Cowichan Lake District, Plan VIP84798 (PID: 027-501-671); and Lot 5, Block 134, Cowichan Lake District, Plan VIP84798 (PID: 027-501-680), as shown outlined in a solid black line on Schedule A attached hereto and forming part of this bylaw, numbered Z-4100, from F-1 (Forest Resource 1) to P-3 (Environmental Conservation 3) and CD-2 (Shaw Creek Comprehensive Recreational 2).

3. FORCE AND EFFECT

This bylaw shall take effect upon its adoption by the Regional Board.

READ A FIRST TIME this _____ day of _____, 2017.

READ A SECOND TIME this _____ day of _____, 2017.

READ A THIRD TIME this _____ day of _____, 2017

ADOPTED this _____ day of _____, 2017.

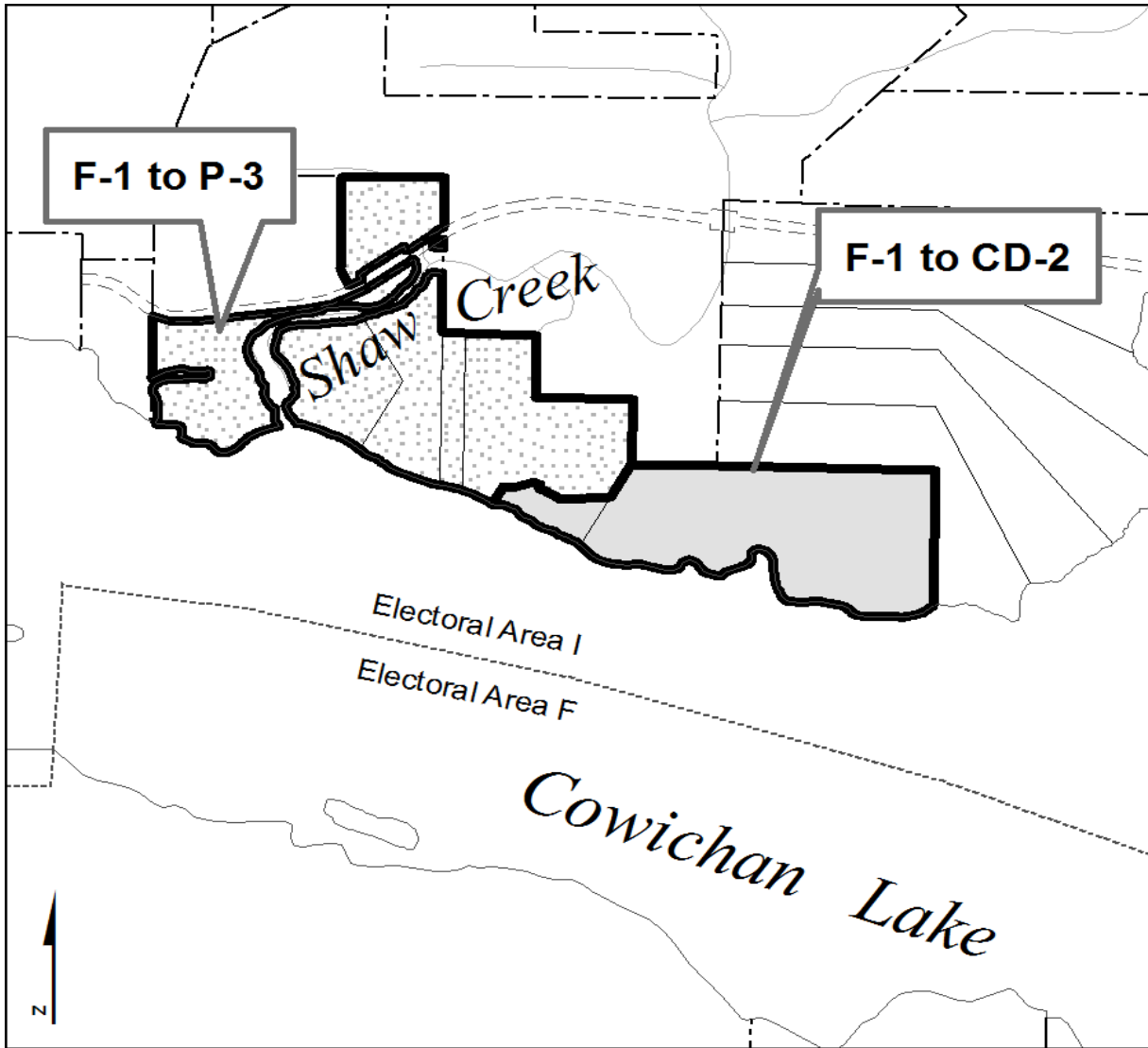
Chairperson

Secretary

PLAN NO. Z-4100

**SCHEDULE "A" TO ZONING AMENDMENT BYLAW NO.
 OF THE COWICHAN VALLEY REGIONAL DISTRICT**

 4100



THE AREA OUTLINED IN A SOLID BLACK LINE IS REZONED FROM

F-1 (Forest Resource 1) TO

P-3 (Environmental Conservation 3 and CD-2 (Shaw Creek Comprehensive Recreational 2 APPLICABLE

TO ELECTORAL AREA I



COWICHAN VALLEY REGIONAL DISTRICT

BYLAW No. 4109

A Bylaw for the Purpose of Amending Zoning Bylaw No. 3705 Applicable To Electoral Area D – Cowichan Bay (Uplands)

WHEREAS the *Local Government Act*, hereafter referred to as the "Act", as amended, empowers the Regional Board to adopt and amend zoning bylaws;

AND WHEREAS the Regional District has adopted a zoning bylaw for Electoral Area D – Cowichan Bay that being Zoning Bylaw No. 3705;

AND WHEREAS the Regional Board voted on and received the required majority vote of those present and eligible to vote at the meeting at which the vote is taken, as required by the *Act*;

AND WHEREAS after the close of the public hearing and with due regard to the reports received, the Regional Board considers it advisable to amend Zoning Bylaw No. 3705;

NOW THEREFORE the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. CITATION

This bylaw shall be cited for all purposes as "**CVRD Bylaw No. 4109 – Electoral Area D – Cowichan Bay Zoning Amendment Bylaw (Whippletree), 2017**".

2. AMENDMENTS

Cowichan Valley Regional District Zoning Bylaw No. 3705, as amended from time to time, is hereby amended in the following manner:

- a) Part 7.0 is amended by adding a new Section 7.2 C-2A (Rural Commercial 2A Zone) and re-numbering subsequent sections.

7.2 C-2A – Rural Commercial 2A Zone

Subject to compliance with **Part 2** of this Bylaw, the following regulations apply in the C-2A Zone:

1. Permitted Uses

The following principal uses and no others are permitted:

- a) Agricultural and horticultural supply sales;
- b) Artist studio;
- c) Auction;
- d) Bakery;
- e) Building supply sales;

.../2

- f) Café;
- g) Catering service;
- h) Commercial recreation and entertainment;
- i) Distillery, brewery;
- j) Equipment repair;
- k) Financial institution;
- l) Food processing;
- m) Health studio;
- n) Market;
- o) Office;
- p) Personal service;
- q) Printing and publishing;
- r) Repair services;
- s) Restaurant;
- t) Retail sales;
- u) Veterinary services; and
- v) Wholesale sales.

The following accessory uses and no others are permitted:

- w) Dwelling; and
- x) Exterior storage.

2. Density

- a) Two dwellings per parcel accessory to a principal permitted use for parcels not served by a community water system; and
- b) One dwelling per 0.4 ha accessory to a principal permitted use for parcels served by a community water system.

3. Subdivision Regulation

The minimum parcel area for the purpose of subdivision is:

- a) 0.4 ha for parcels served by a community water system; and
- b) 2 ha for parcels not served by both a community water system and a community sewer system.

4. Development Regulations

- a) Impervious surface coverage shall not exceed 60%;
- b) Parcel coverage shall not exceed 50%;
- c) The following minimum setbacks for buildings and structures apply:

| Type of Parcel Line | Principal Use | Accessory Use |
|---------------------|---------------|---------------|
| Front | 6 m | 6 m |
| Interior Side | 3 m | 3 m |
| Exterior Side | 4.5 m | 4.5 m |
| Rear | 4.5 m | 4.5 m |
| Adjoining ALR | 15 m | 15 m |

- d) The maximum height of all buildings and structures is 10 m, except it is 7.5 m for accessory buildings and structures.

5. Special Regulations

- a) All parcels less than 1 ha in area are required to be serviced by community water services; and
- b) Exterior storage is limited to 10% of the total gross floor area of the parcel.

.../3

b) That Schedule B (Zoning Map) to Electoral Area D – Cowichan Bay Zoning Bylaw No. 3705 is further amended by rezoning Lot 1, Section 6, Range 2, Cowichan District, Plan 9697 Except Part in Plan 2844 RW; and Lot 1, Section 6, Range 2, Cowichan District, Plan 19918, Except Part in Plan 29764, as shown outlined in a solid black line on Schedule A attached hereto and forming part of this bylaw, numbered Z-4109, from C-2 (Rural Commercial 2) to C-2A (Rural Commercial 2A).

3. **FORCE AND EFFECT**

This bylaw shall take effect upon its adoption by the Regional Board.

READ A FIRST TIME this _____ day of _____, 2017.

READ A SECOND TIME this _____ day of _____, 2017.

READ A THIRD TIME this _____ day of _____, 2017.

ADOPTED this _____ day of _____, 2017.

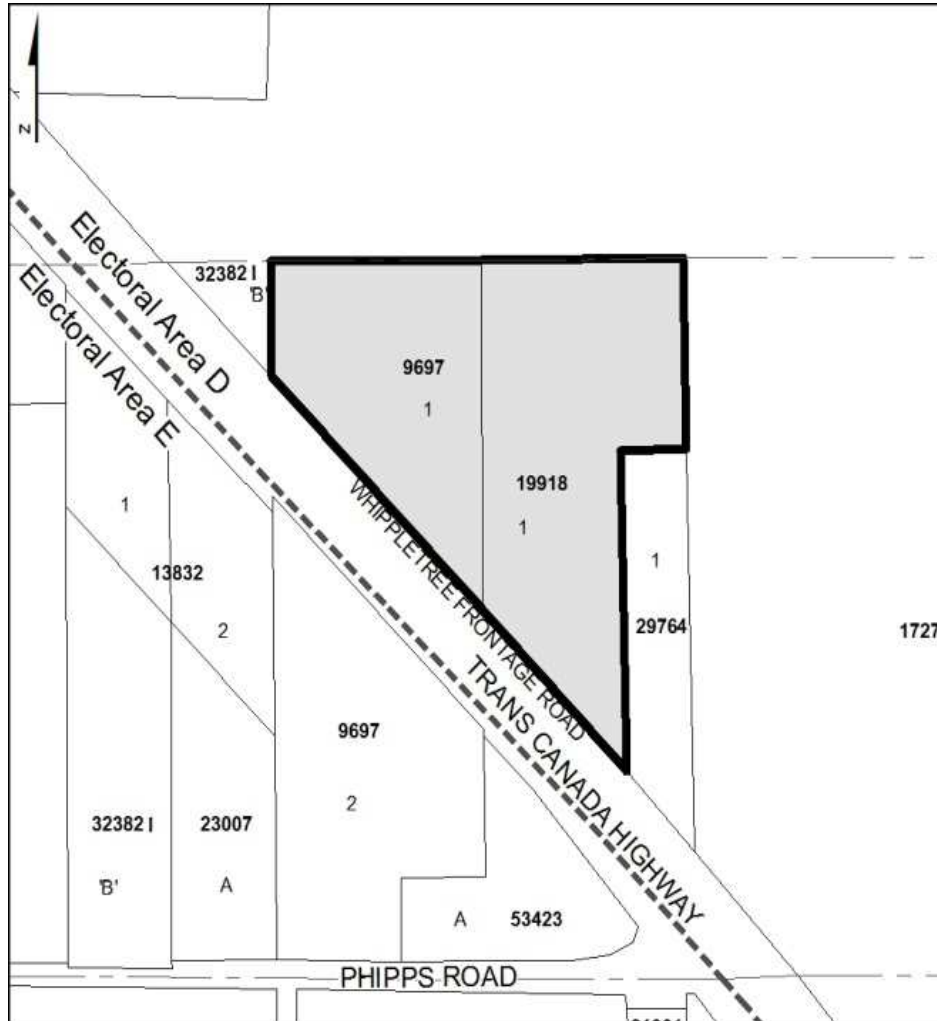
Chairperson

Corporate Secretary

PLAN NO. Z-4109

**SCHEDULE "A" TO ZONING AMENDMENT BYLAW NO.
 OF THE COWICHAN VALLEY REGIONAL DISTRICT**

 4109



THE AREA OUTLINED IN A SOLID BLACK LINE IS REZONED FROM

 C-2 (Rural Commercial 2) **TO**

 C-2A (Rural Commercial 2A) **APPLICABLE**

TO ELECTORAL AREA D

Ditidaht First Nation

PO BOX 340, Port Alberni BC, V9Y 7M8 Phone: 250.745.3333



May 8, 2017

Office of the CAO
Cowichan Valley Regional District
175 Ingram St. Duncan, BC

To: Mr. Brian Carruthers, Chief Administrative Officer

RE: Sponsorship of Ditidaht First Nation for the Strategic Priorities Fund

On behalf of Ditidaht First Nation I am writing this letter for the consideration of the Board to sponsor our proposal as part of this year's Strategic Priorities Fund intake.

Since 2011 Ditidaht has made significant investment in the proposed Little Nitinat River Hydropower Project. The proposed facility is a 4.0 MW run-of-river hydropower plant, capable of delivering 14.6 GWh of clean energy annually. The proposed project is located within our core traditional territory on the Little Nitinat River, a tributary to the Nitinat River which flows to Nitinat Lake. The proposed project has achieved both federal and provincial authorizations through water license and land tenure authorizations and DFO review. These authorizations mark significant project milestones, showing that overall project risk has been significantly reduced by the feasibility studies to date and project viability has been proven. In May 2016 the Ditidaht made an application to BC Hydro Standing Offer Program for an Electricity Purchase Agreement (EPA). The interconnection studies will be completed this year prior to EPA being issued (expected in Q3-2017).

We are undertaking this project because it is an excellent opportunity for sustainable economic development with direct benefits to the environment and the community. The proposed project will enable Ditidaht to derive benefits from natural resources without depleting or degrading them. The revenue earned from this project will enable Ditidaht greater financial control in the long term, which will help fund economic development diversification, health-care services, education programs, and social programs.

We are currently raising equity capital in preparation for the project construction phase in 2018, and would like to access Strategic Priorities Fund. Doing so requires CVRD to sponsor Ditidaht First Nation as the Ultimate Recipient and submit the application on our behalf. We understand that the Board must first approve this initial request before we begin the funding application process.

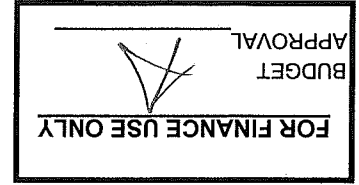
Therefore we request the Board to consider sponsoring Ditidaht First Nation as the Ultimate Recipient in this year's Strategic Priorities Fund application intake.

Sincerely,

Bryan Cofsky, CEO

Ditidaht First Nation

Finance Authorization



Approval at Regional Board Meeting of

| | | | |
|--------|---------|-------------|---------------|
| AMOUNT | 1000.00 | ACCOUNT NO. | 01-a-1950-113 |
|--------|---------|-------------|---------------|

GRANTEE: Arbutus Ridge Strata Council

NAME: Arbutus Ridge Strata Council

ADDRESS: 3674 Arbutus Drive North
Cobble Hill North LH

CONTACT PHONE NO: Judy Fraser

PURPOSE OF GRANT: Canada Celebrations 150

REQUESTED BY: *[Signature]*
Director's Signature

GRANT AMOUNT \$ 1000

SUBMISSION FOR A GRANT-IN-AID (ELECTORAL AREAS)

Submitted by Director

Clement

Area

C

COWICHAN VALLEY REGIONAL DISTRICT

Finance Division



