



ELECTORAL AREA SERVICES COMMITTEE MEETING AGENDA

WEDNESDAY, AUGUST 2, 2017
BOARD ROOM
175 INGRAM STREET, DUNCAN, BC

12:30 PM

	<u>PAGE</u>
1. <u>APPROVAL OF AGENDA</u>	
2. <u>ADOPTION OF MINUTES</u>	
M1 Regular Electoral Area Services Committee meeting of July 19, 2017	1
Recommendation That the minutes of the regular Electoral Area Services Committee meeting of July 19, 2017, be adopted.	
3. <u>BUSINESS ARISING FROM THE MINUTES</u>	
4. <u>DELEGATIONS</u>	
5. <u>CORRESPONDENCE</u>	
C1 Grant-in-Aid Request, Electoral Area E - Cowichan Station/Sahtlam/Glenora - Cowichan Station Area Association	7
Recommendation That it be recommended to the Board that a Grant-in-Aid, Electoral Area E - Cowichan Station/Sahtlam/Glenora, in the amount of \$1380 be provided to Cowichan Station Area Association to support " Rec and Run " after school youth program.	
6. <u>INFORMATION</u>	
IN1 1. Area D Parks Commission Minutes - June 19, 2017; and 2. Area E Parks Commission Minutes - July 13, 2017.	9
Recommendation For information	

7. **REPORTS**

- R1 Application No. 04-B-17DVP - Report from Development Services Division 11
- Recommendation** That it be recommended to the Board that Application No. 04-B-17DVP (2386 Shawnigan Lake Road) to vary Section 5.14 (a) of Zoning Bylaw No. 985 to permit the modification of a dwelling located within the 15 metre watercourse setback, be approved.
- R2 Application No. 06-C-16DP - Report from Development Services Division 25
- Recommendation** That it be recommended to the Board that Application No. 06-C-16DP (1355 Fisher Road) be approved; and that the General Manager of Land Use Services be authorized to permit minor revisions to the permit in accordance with the intent of development permit guidelines of Official Community Plan Bylaw No. 3510.
- R3 Licence of Occupation Renewal For Elliots Beach Park and Michael Lake Trail in Electoral Area H - North Oyster/Diamond - Report from Parks & Trails Division 37
- Recommendation** That it be recommended to the Board:
1. That the Licence of Occupation agreement with the Ministry of Transportation and Infrastructure beginning September 1, 2017, for Elliots Beach Park (Licence #100800) in Electoral Area H – North Oyster/Diamond, be approved for renewal for up to 10 years; and
 2. That the Licence of Occupation agreement with the Ministry of Transportation and Infrastructure beginning September 1, 2017, for Michael Lake Trail (Licence #100801) in Electoral Area H – North Oyster/Diamond, be approved for renewal for up to 10 years.
- R4 Proposed Donation of Picnic Shelter in Mile 77 Park (Electoral Area I - Youbou/Meade Creek) - Report from Parks & Trails Division 41
- Recommendation** That it be recommended to the Board that a proposed donation of materials and labour, from the owners of Laketown Ranch, to construct a 20ft x 20ft foot picnic shelter in Mile 77 Park in Electoral Area I Youbou/Meade Creek, be accepted.

- R5 Requisition Limit Increase - Electoral Area I - Youbou/Meade Creek Critical Location Streetlighting Service Area - Report from Water Management Division 47

Recommendation That it be recommended to the Board that a bylaw be prepared to amend "CVRD Bylaw No. 2144 – Electoral Area I – Youbou/Meade Creek Critical Location Streetlighting Service Bylaw, 2000", to increase the maximum annual requisition limit from \$1,245 to \$1,555.

- R6 Addition of Electoral Area G Saltair (excluding Gulf Islands) to CVRD Bylaw No. 3716 - Smoke Control Regulation Bylaw, 2013 - Report from Recycling & Waste Management Division 49

Recommendation That it be recommended to the Board that "CVRD Bylaw No. 3716 – Smoke Control Regulation Bylaw, 2013", be amended to include Electoral Area G - Saltair (excluding Gulf Islands).

- R7 Union of BC Municipalities (UCBM) Minister Meeting - Verbal Report from B. Carruthers, CAO

Recommendation For information.

8. UNFINISHED BUSINESS

9. NEW BUSINESS

10. QUESTION PERIOD

11. 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 Electoral Area Services Committee Minutes of July 19, 2017

CS R1 - Report from Community & Regional Planning Division, Re: Appointments {Sub (1)(a)}

CS R2 - Verbal Report from Manager, Inspections & Enforcement Division Re: Potential Litigation {Sub (1)(g)}

12. ADJOURNMENT

The next Electoral Area Services Committee Meeting will be held Wednesday, August 16, 2017 at 1:30 PM, in the Board Room, 175 Ingram Street, Duncan, BC.

Committee Members

Director I. Morrison, Chairperson
Director M. Marcotte, Vice-Chairperson
Director S. Acton

Director M. Clement
Director K. Davis
Director M. Dorey

Director L. Iannidinaro
Director K. Kuhn
Director A. Nicholson

Minutes of the Electoral Area Services Committee Meeting held on Wednesday, July 19, 2017 in the Board Room, 175 Ingram Street, Duncan BC at 1:31 PM.

PRESENT: Director I. Morrison, Chair
Director S. Acton
Director M. Clement <until 4:00 PM>
Director K. Davis <after 2:29 PM>
Director M. Dorey
Director K. Kuhn
Director M. Marcotte
Director A. Nicholson
Alternate Director A. Bomford

ALSO PRESENT: B. Carruthers, Chief Administrative Officer
R. Blackwell, General Manager, Land Use Services
M. Tippett, Manager, Regional & Community Planning
R. Conway, Manager, Development Services
R. Blackmore, Manager, Inspection & Enforcement
B. Dennison, Manager, Water Management
N. Morano, Bylaw Enforcement Officer
R. Rondeau, Planner II
K. Madge, Recording Secretary
J. Hughes, Secretary III

ABSENT: Director L. Iannidinardo

APPROVAL OF AGENDA

It was moved and seconded that the agenda be amended with the addition of one New Business Item NB1:

**NB1 Grant-in-Aid Request, Electoral Area I- Youbou /Meade Creek
Re: Youbou Community Association; and**

that the agenda, as amended, be approved.

MOTION CARRIED

ADOPTION OF MINUTES

M1 Regular Electoral Area Services Committee meeting of July 5, 2017

It was moved and seconded that the minutes of the Regular Electoral Area Services Committee meeting of July 5, 2017 be adopted.

MOTION CARRIED

The Committee agreed by consensus that Item UB1, Presentation from Lindley Little, RPF, Planning Forester. BCTS Strait of Georgia, Ministry of Forests, Lands and Natural Resource Operations, and Rural Development Re: Replacement of BCTS Strait of Georgia Business Area's East and Southwest Coast Forest Stewardship Plan be moved up under the Approval of the Agenda.

UB1 Lindley Little, RPF, Planning Forester and Glenn Piggot, RPF, Planning Forester, B.C. Timber Sales (BCTS) Strait of Georgia, Ministry of Forests, Lands and Natural Resource Operations provided a PowerPoint presentation regarding the Replacement of BCTS Strait of Georgia Business Area's East and Southwest Coast Forest Stewardship Plan.

UB2 Application No. 10-D-15DP - Report from Development Services Division, Referred from July 5, 2017 EASC Meeting

It was moved and seconded that it be recommended to the Board that Development Permit Application No. 10-D-15DP (1725 Cowichan Bay Road) be denied, based on inconsistency with Marine Village Development Permit Area Guideline No. 59.

MOTION CARRIED

DELEGATIONS

Prior to the start of the Delegation portion of the meeting, Chair Morrison reminded Directors, people in attendance and the public watching the meeting at home of the legislation that governs the Committee's actions. As per the *Local Government Act*, reconsideration or appeal of the Board's decision on June 14, 2017, to defeat the Nantree/Peri Road Official Community Plan Amendment and Rezoning Bylaw Nos. 4070 and 4071 could only have occurred at the June 28, 2017, Board meeting. In addition, the CVRD's Committee Procedure Bylaw No. 2922 states that Delegations wishing to appear on an issue that has already been decided by the Committee or Board may only appear if the Delegation has new information to present. However, it is fine if a Delegation wishes to present comments regarding land use and zoning around Cowichan Lake in general.

Prior to the start of the Delegation portion of the meeting, and at the request of the Delegation, the Committee agreed to extend Delegation D1 by 5 minutes.

D1 Norman Marcy on behalf of Clarice Iannidinaro, provided the Committee with information regarding land use and recreational zoning around Cowichan Lake.

2:29 PM Director Davis entered the meeting at 2:29 PM.

D2 Kelly Weeks provided the Committee with information regarding land use and recreational zoning around Cowichan Lake.

2:45 PM The Committee took a recess at 2:45 PM.

2:48 PM The meeting resumed at 2:48 PM.

CORRESPONDENCE

- C1** Grant-in-Aid Request, Electoral Area B - Shawnigan Lake Re: Shawnigan Residents Association

It was moved and seconded that a Grant-in-Aid, Electoral Area B - Shawnigan Lake, in the amount of \$1,500 be provided to Shawnigan Residents Association to support printing and distribution of the lake map, and a volunteer appreciation lunch.

Director Clement was absent during the vote.

MOTION CARRIED

- C2** Grant-in-Aid Request, Electoral Area E - Cowichan Station/Sahtlam/Glenora Re: Glenora Community Association

It was moved and seconded that a Grant-in-Aid, Electoral Area E - Cowichan Station/Sahtlam/Glenora, in the amount of \$600 be provided to Glenora Community Association to support Waldon Park maintenance.

Director Clement was absent during the vote.

MOTION CARRIED

- C3** Grant-in-Aid Request, Electoral Area E – Cowichan Station/Sahtlam/Glenora Re: Vancouver Island Windsport Society

It was moved and seconded that it be recommended to the Board that a Grant-in-Aid, Electoral Area E - Cowichan Station/Sahtlam/Glenora, in the amount of \$500 be provided to Vancouver Island Windsport Society to support and sponsor the 2017 Windfest Event at Nitinat Lake.

MOTION CARRIED

INFORMATION

- IN1** Items 1 and 2 were received for information:
 1. Area A Parks Commission Minutes - June 13, 2017; and
 2. Area I Parks Commission Minutes - June 13, 2017.

REPORTS

- R1** Application No. 04-C-17DP - Report from Development Services Division

It was moved and seconded that it be recommended to the Board:

- 1. That Development Permit Application No. 04-C-17DP be approved; and**
- 2. That the General Manager of Land Use Services be authorized to permit minor revisions to the permit in accordance with the intent of development permit guidelines of Official Community Plan Bylaw No. 3510.**

MOTION CARRIED

- R2** Requisition to Amend the Water and Sewer System Management Bylaws for Arbutus Mountain Estates - Report from Water Management Division

It was moved and seconded that the following bylaws be forwarded to the Board for consideration of three readings and adoption:

- 1. CVRD Bylaw No. 4136 – Arbutus Mountain Estates Water System Management Amendment Bylaw, 2017; and**
- 2. CVRD Bylaw No. 4137 – Arbutus Mountain Estates Sewer System Management Amendment Bylaw, 2017.**

MOTION CARRIED

- R3** Requisition to Amend the Honeymoon Bay Water System Management Bylaw No. 1607 to revise Schedule B to include a classification for RV Trailer Park, Not Connected to Sewer - Report from Water Management Division

It was moved and seconded that the Honeymoon Bay Water System Amendment Management Bylaw No. 4138 be considered for three readings and adoption.

MOTION CARRIED

- R4** June 2017 Building Inspections Report - Report from Inspections & Enforcement Division, was received for information.

- R5** June 2017 Bylaw Enforcement Report - Report from Inspections & Enforcement Division, was received for information.

UNFINISHED BUSINESS

- UB1** Item UB1 was dealt with earlier in the meeting.

- UB2** Item UB2 was dealt with earlier in the meeting.

NEW BUSINESS

- NB1** Grant-in-Aid Request, Electoral Area I - Youbou/Meade Creek Re: Youbou Community Association

It was moved and seconded that a Grant-in-Aid, Electoral Area I – Youbou/Meade Creek, in the amount of \$500 be provided to Youbou Community Association to support new signage and flower bed maintenance.

MOTION CARRIED**QUESTION PERIOD**

It was moved and seconded that the question period be extended by one question from a member of the public.

MOTION CARRIED

CLOSED SESSION

3:59 PM 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)(f) Law Enforcement.

MOTION CARRIED

4:00 PM Director Clement left the meeting at 4:00 PM.

RISE FROM CLOSED SESSION

5:02 PM It was moved and seconded that the Committee rise without report, and return to the Open portion of the meeting.

MOTION CARRIED

ADJOURNMENT

5:02 PM It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 5:02 PM.

Chair

Recording Secretary

Dated: _____



COWICHAN VALLEY REGIONAL DISTRICT

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

Submitted by Director Nicholson Area E

Grantee: _____ Grant Amount \$ \$1380⁰⁰

NAME: Cowichan Station Area Association

ADDRESS: 2375 Kokenilah Road
Duncan vac 6M5

Contact Phone No: Barry O'Riordan 250 746 1794

PURPOSE OF GRANT: support for "Rec & Ron" after school
youth program

REQUESTED BY: [Signature]
Director's Signature

ACCOUNT NO.	AMOUNT
<u>01-2-1950-0350-115</u>	<u>1380.00</u>

FOR FINANCE USE ONLY

BUDGET APPROVAL [Signature]

Approval at Regional Board Meeting of _____

Finance Authorization _____



Minutes
Area D – Cowichan Bay Parks Commission
Monday June 19, 2017
Cowichan Estuary Nature Centre

Call to Order: 6:35 p.m.

Present: Kerrie Talbot (chair), Nathan Mosewich, Roger Southern, Steve Garnett, Lori Iannidinaro (Director, Area D), Miranda Mason

Regrets: Dave Nisbet

Guests: Cam Fulton

Approval of Agenda: Moved and carried.

Approval of previous minutes: Moved and carried.

Guest: Cam Fulton attended the meeting to discuss connecting Communities via future potential off road trails. Cowichan Bay > Cobble Hill & Cowichan Station were discussed.

Correspondence: Inquiry regarding Koksilah Road walking trail and Brian Farquhar's response was discussed. CVRD confirmed that there is no additional money in the budget at this time. Cowichan Bay will have to fundraise locally for additional trails. It was noted that Neil Myhre was the second resident to come forward recently, regarding a request for a walking trail along Koksilah Road.

Ongoing business:

- \$35,000 cash in lieu from 956 Cherry Point Road subdivision – parkland acquisition fund.

Motion: To put \$35,000 cash-in-lieu from 956 Cherry Point Road subdivision toward Botwood Lane beachfront property loan. **Passed.**

- Eventual \$\$'s from sale of lot at Cowichan Bay Estates – towards priority trails?

Motion: To hold a Parks & Trails open house/community conversation in early Fall. Parks Commission will consult with the community about priority trails, and after public consultation and a review of the Parks Master Plan a decision will be made as to which walking trail the \$ from sale of our Cowichan Bay Estates lot will be put towards. **Passed.**

- Role of Volunteer Parks Commissions – feedback. Members to provide feedback before Wednesday to Kerrie or to Brian Farquhar at CVRD.

Upcoming Events:

- Mbira Spirit/Vaka Studio – Low Tide Concert (Hecate Park) June 25, 2017, 11 a.m. – 1 p.m.

Motion to adjourn: 7:50 p.m.

Next Meeting: September 18, 2017



MINUTES of the Electoral Area E Parks and Recreation Commission Regular Meeting held at the above below date and time at the Glenora Hall

Date: Thursday, July 13, 2017

Time: 7:30 p.m.

PRESENT: Frank McCorkell (Chair), Gregg Shoop (V/Chair and Secretary), Irene Evans, Howard Heyd, Patty John, Gretchen Hartley

ALSO PRESENT: Alison Nicholson, Director

APOLOGIES: Larry Whetstone, Mike Lees and Paul Slade

AGENDA: Approved as circulated with addition of two items under New Business.

ACCEPTANCE OF PAST MINUTES:

1. Motion to adopt the Minutes of the Regular meeting of April 13, 2017. Moved and Seconded: Carried.
2. Motion to adopt the Minutes of the Special Meeting of June 8, 2017, with correction (date of next meeting to read, July 13). Moved and Seconded: Carried.

MATTERS ARISING:

1. CURRIE PARK: Advertising and awarding of the contract have been delayed because of other departmental priorities. Completion of project anticipated in Sept/Oct of this year.
2. PARKS COMMISSIONS BYLAWS REVIEW: The Chair and Director reported on the meeting of June 21, 2017, last. The Chair indicated that he had come away with the understanding that the number of commissions would remain as at present and share a common set of functions; terms would be two years; and departmental policies, such as those pertaining to volunteers, would be developed gradually. The Director broadly agreed that results of the meeting had been limited, noting that she sensed strong support amongst Chairs and Directors for maintaining and developing the role of volunteers in the Parks Department.

NEW BUSINESS:

1. Fleetwood Park: Following discussion, the Chair offered to see if sand had been added to the beach this year and Commissioner John agreed to contact staff about a dangerous stair.
2. The Director informed the meeting of a planned study of regional recreational facilities. There was a consensus that the up-coming BBQs at Currie (11-2, July 22) and Trailhead (11-2, Sept. 13) Parks. would be good opportunities to promote the study.

NEXT MEETING: 7:30 p.m., Thursday, August 10, 2017, at the Glenora Hall.

ADJOURNMENT; Motion to adjourn at 8:25 p.m.

Certified Correct:

Chair:

Secretary:

Date:



STAFF REPORT TO COMMITTEE

DATE OF REPORT July 10, 2017

MEETING TYPE & DATE Electoral Area Services Committee Meeting of August 2, 2017

FROM: Development Services Division
Land Use Services Department

SUBJECT: Development Variance Permit Application
2386 Shawnigan Lake Road (PID: 027-780-465)

FILE: 04-B-17DVP

PURPOSE/INTRODUCTION

The purpose of this report is to present a Development Variance Permit (DVP) Application for the modification of a dwelling located within the 15 metre watercourse setback at 2386 Shawnigan Lake Road.

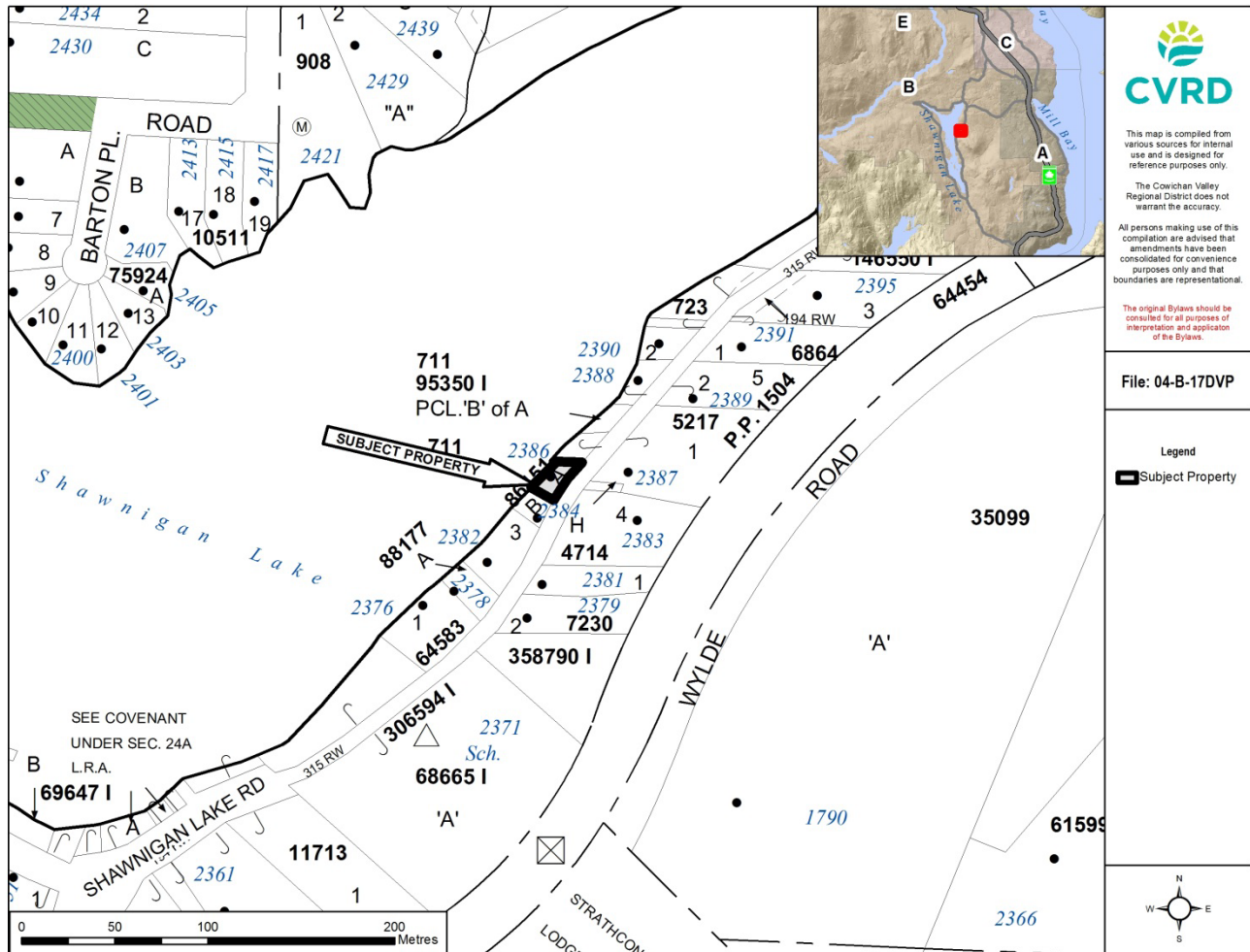
RECOMMENDED RESOLUTION

That it be recommended to the Board that Application No. 04-B-17DVP (2386 Shawnigan Lake Road) to vary Section 5.14 (a) of Zoning Bylaw No. 985 to permit the modification of a dwelling located within the 15 metre watercourse setback, be approved.

BACKGROUND

<u>Location of Subject Property:</u>	2386 Shawnigan Lake Road (PID: 027-780-465)
<u>Legal Description:</u>	Lot A, Section 31, Township 1, Shawnigan Lake Suburban Lots, Malahat District, Plan VIP86151
<u>Size of Parcel:</u>	284 m ² (0.07 acres)
<u>OCP Designation:</u>	Rural Residential (RR)
<u>Development Permit Area (DPA):</u>	South Cowichan Rural DPA – the guidelines are not triggered with this application, therefore a Development Permit is not required.
<u>Zoning:</u>	Urban Residential (R-3)
<u>Use of Property:</u>	Residential
<u>Use of Surrounding Properties:</u>	North - Residential (R-3) East - Residential (R-3) South - Residential (R-3) West - Lake
<u>Water:</u>	Private
<u>Sewage Disposal:</u>	Private
<u>Drainage Service:</u>	Shawnigan Creek Cleanout and Drainage
<u>Fire Protection:</u>	Shawnigan Lake Volunteer Fire Department
<u>Agricultural Land Reserve:</u>	N/A
<u>Archaeological Sites:</u>	None identified

LOCATION MAP



APPLICATION SUMMARY

The subject property is located on Shawnigan Lake Road, approximately 200 metres south of Cotter Road, with frontage onto the lake, see Attachment A - Subject Property Map. The lot is located entirely within the 15 metre watercourse setback, creating a non-conforming situation for the existing dwelling. Photos of the existing dwelling are included in Attachment B – Site Photos.

The dwelling is in need of repair and the applicant proposes to renovate the existing dwelling. In addition to repairing and updating the dwelling, the applicant would like to raise the carport roofline and enclose the space for a garage. As the existing dwelling is sited within a watercourse setback and the proposed renovation will result in changes to the existing building form and volume, a variance is required prior to any changes taking place.

The site plan and proposed elevations are attached as Attachment C - Site Plan and Elevations.

COMMISSION / AGENCY / DEPARTMENTAL CONSIDERATIONS

Surrounding Property Owner Notification and Response:

A total of 12 letters were mailed-out or hand delivered as required pursuant to CVRD *Development Application and Procedures and Fees Bylaw No. 3275*. The notification letter described the purpose of this application and requested comments regarding this variance within a recommended time frame. To date, one letter has been received, and is attached as Attachment D – Public Submissions.

OFFICIAL COMMUNITY PLAN/POLICY CONSIDERATIONS

South Cowichan Official Community Plan No.3510

The subject property falls within the South Cowichan Rural Official Community Plan No. 3510 and is located within the Rural Residential (RR) designation and the South Cowichan Rural Development Permit Area.

Shawnigan Lake Zoning Bylaw No.985

The subject property is zoned Urban Residential (R-3), and as the property front onto Shawnigan Lake, Section 5.14 (Setback from a Watercourse) of the bylaw applies to the site. Section 5.14 states that no dwelling shall be located within 15 metres of the high water mark of a lake.

Proposed Variance

The applicant has requested the following variance:

- To vary Section 5.14 (a) of Zoning Bylaw No. 985 in order to permit an existing non-conforming dwelling, sited within the 15m watercourse setback, to be modified by enclosing the carport and raising the carport roofline.

The applicant's rationale for the variance request is attached as Attachment E – Applicant Rationale.

PLANNING ANALYSIS

The subject property was part of a lot boundary adjustment approximately 10 years ago that involved 4 separate parcels. The boundary adjustments were to address lot boundaries with respect to the existing dwellings and reduced the overall number of parcels from 4 to 3. Variances were granted for the non-conforming siting of the dwellings, including the existing dwelling on the subject property, which was granted the following variances: 0.0 metre setback to the lake; 1.1 metre setback to the road; and a 0.3 metre setback from the south side parcel line (the north side parcel line setback is conforming).

South Cowichan Rural Development Permit Area (DPA)

The applicant proposes to renovate and modify the carport while maintaining the existing footings. A CVRD Building Inspector visited the site and concurred with the applicant that using the existing footings would suffice. As there will be no change to the foundation or footings, the Riparian Area Regulations (RAR) of the DPA are not triggered and therefore no RAR report was required for the proposed development.

Ministry of Transportation and Infrastructure (BC MoT)

The existing dwelling is located within 4.5 metres of the Ministry of Transportation and Infrastructure's (BC MoT) road right-of-way, therefore approval is required from BC MoT in order to modify the existing building. As such, staff recommends BC MoT approval be required prior to issuance of a Building Permit, and this condition has been included in the draft development variance permit.

Final Comments

The applicant would like to improve the on-site parking by raising the roofline and enclosing the space, making it more secure. There is very little space for parking along this section of the road and the proposed carport improvements will provide a more modern and secure parking garage for the dwelling. As the RAR does not apply and the renovation will take place on existing footings without disturbing or expanding beyond the existing footprint of the dwelling, staff are supportive of this DVP application. Attachment F contains the Draft Development Variance Permit.

Option 1 is recommended.

OPTIONS

1. That it be recommended to the Board that Application No. 04-B-17DVP (2386 Shawnigan Lake Road) to vary Section 15.4 (a) of Zoning Bylaw No. 985 to permit the modification of a dwelling located within the 15 metre watercourse setback, be approved.
2. That it be recommended to the Board that Application No. 04-B-17DVP (2386 Shawnigan Lake Road) to vary Section 15.4 (a) of Zoning Bylaw No. 985 to permit the modification of a dwelling located within the 15 metre watercourse setback, be denied.

Prepared by:

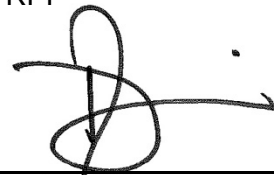


Sheila Herrera, MCIP, RPP
Planner II

Reviewed by:



Rob Conway, MCIP, RPP
Manager



Ross Blackwell, MCIP, RPP, A. Ag.
General Manager

ATTACHMENTS:

- Attachment A – Subject Property Map
- Attachment B – Site Photos
- Attachment C – Site Plan and Elevations
- Attachment D – Public Submissions
- Attachment E – Applicant Rationale
- Attachment F – Draft Development Variance Permit



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.

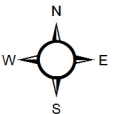
All persons making use of this compilation are advised that amendments have been consolidated for convenience purposes only and that boundaries are representational.

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

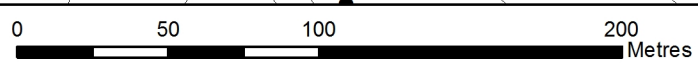
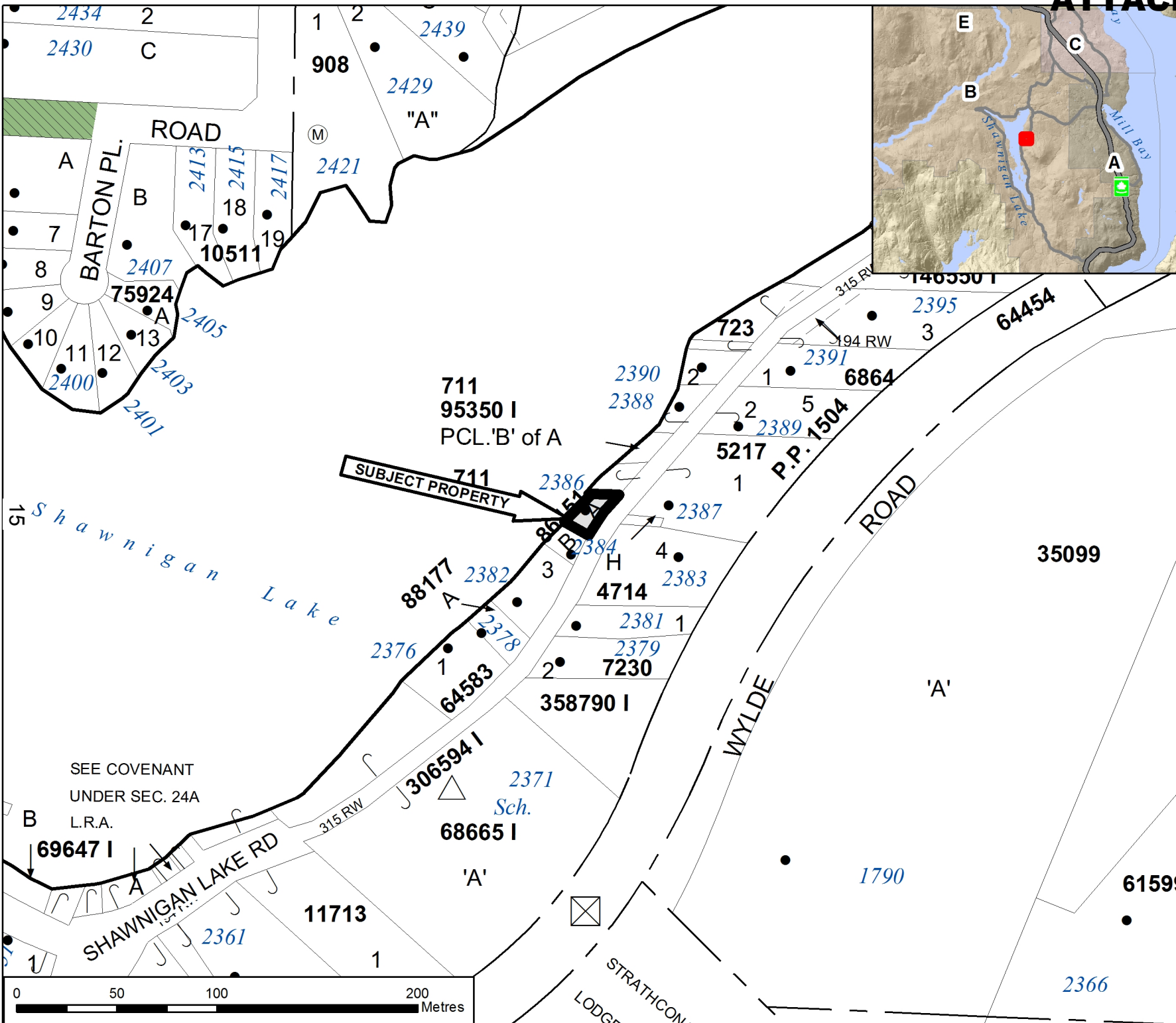
File: 04-B-17DVP

Legend

Subject Property



R1

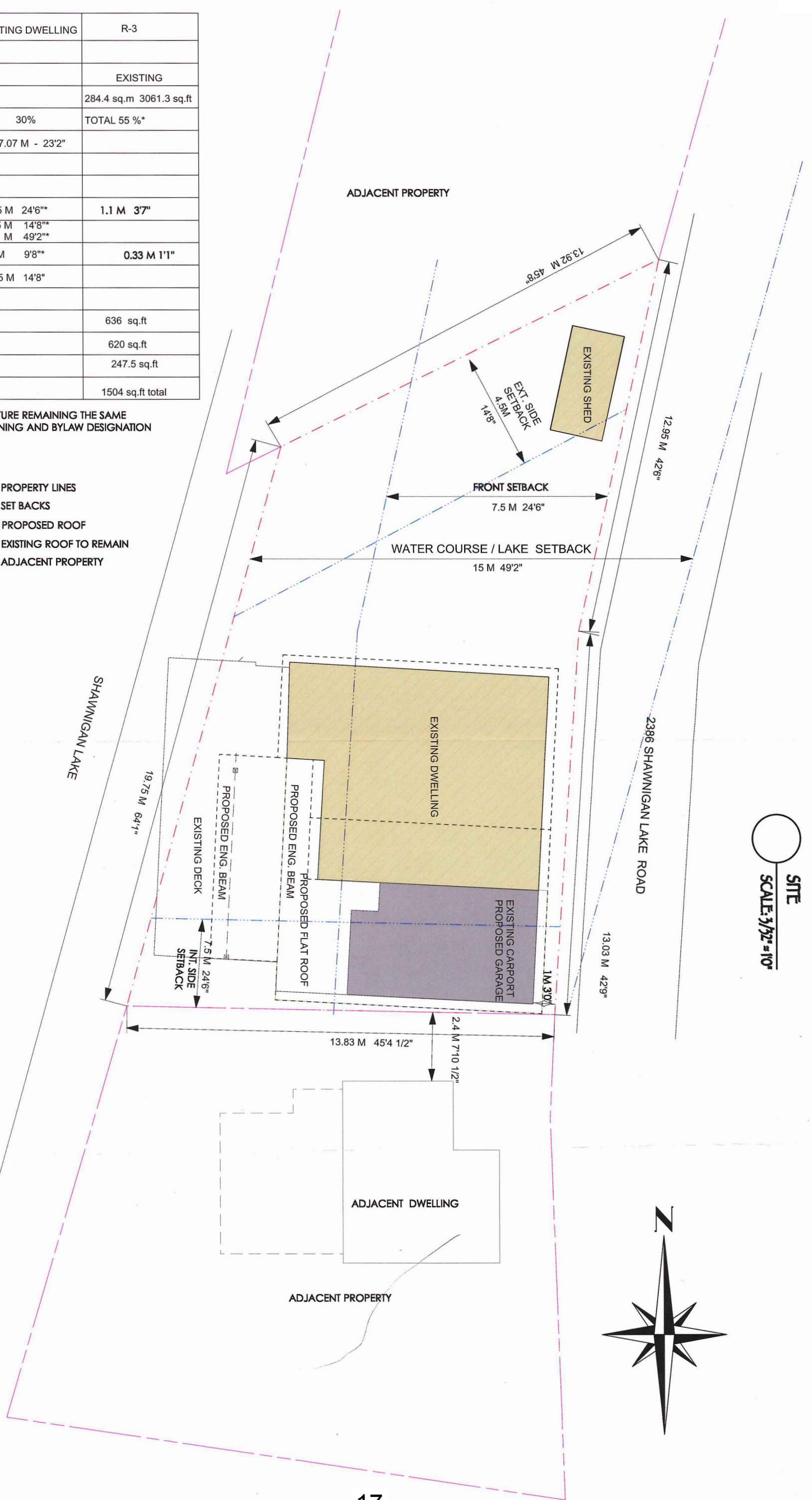




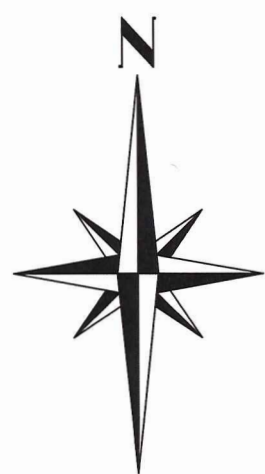
SITE DATA	EXISTING DWELLING	R-3
ITEMS		EXISTING
LOT AREA		284.4 sq.m 3061.3 sq.ft
LOT COVERAGE	30%	TOTAL 55 %*
BUILDING HT.	7.07 M - 23'2"	
SETBACKS		
FRONT	7.5 M 24'6"	1.1 M 3'7"
REAR	4.5 M 14'8"	
WATER COURSE/LAKE	15 M 49'2"	
INTERIOR SIDE	3 M 9'8"	0.33 M 1'1"
EXTERIOR SIDE	4.5 M 14'8"	
EXISTING LIVING		636 sq.ft
EXISTING PATIO		620 sq.ft
EXISTING CARPORT		247.5 sq.ft
TOTAL AREA		1504 sq.ft total

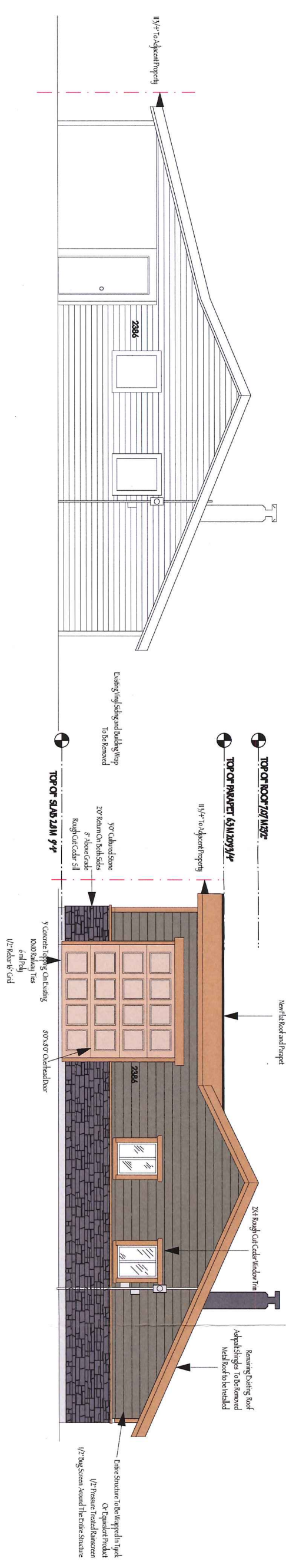
**EXISTING STRUCTURE REMAINING THE SAME WAS BUILT PRE-ZONING AND BYLAW DESIGNATION

-  PROPERTY LINES
-  SET BACKS
-  PROPOSED ROOF
-  EXISTING ROOF TO REMAIN
-  ADJACENT PROPERTY



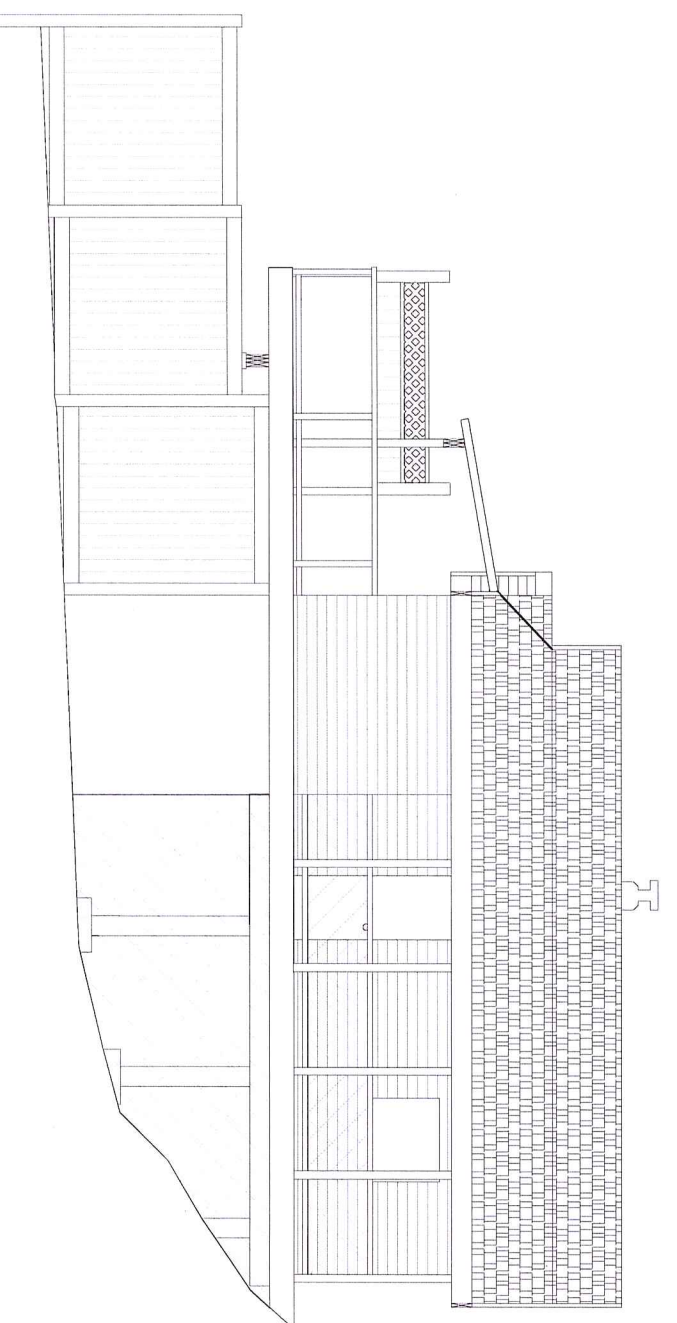
 SITE
SCALE: 3/32" = 10'



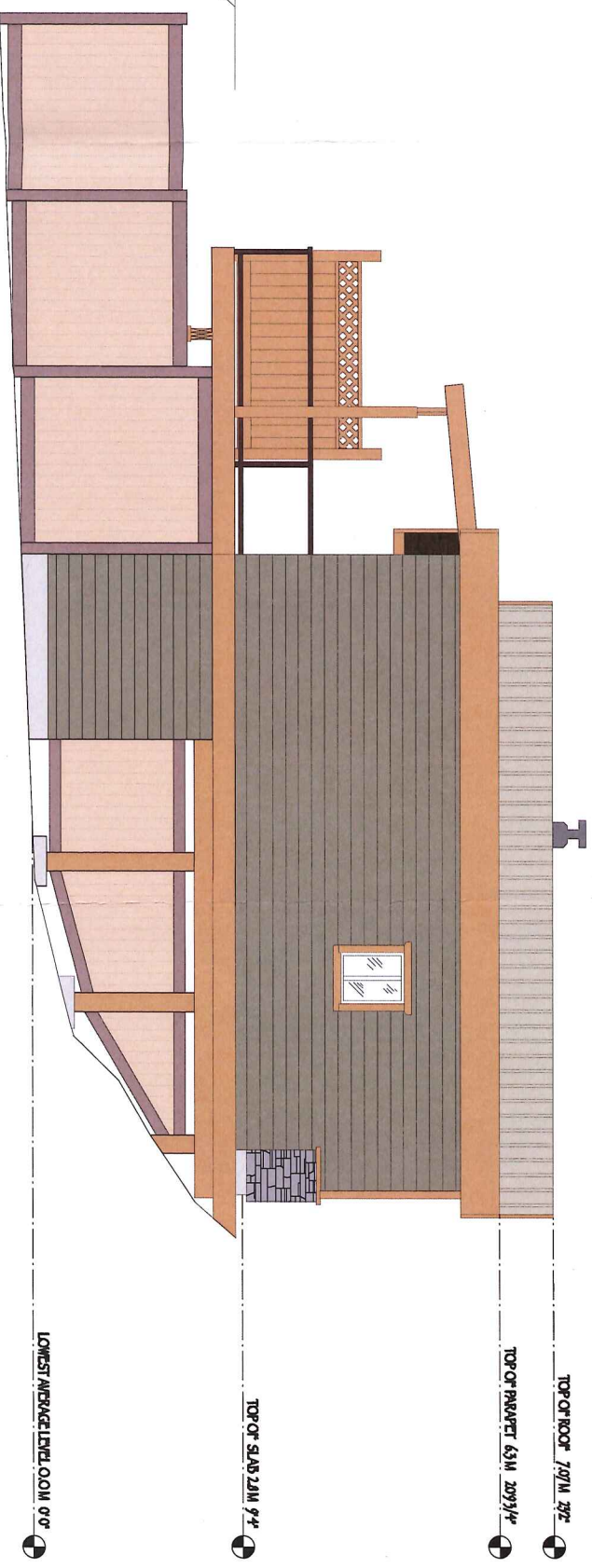


EXISTING FRONT ELEVATION
SCALE: 1/8" = 10"

PROPOSED FRONT ELEVATION
SCALE: 1/8" = 10"



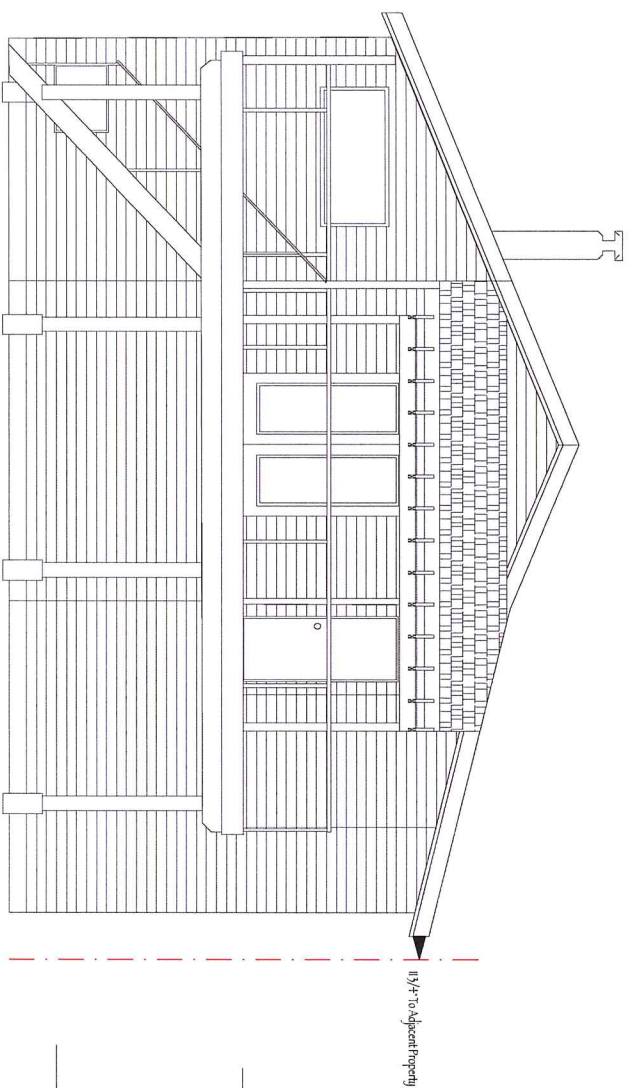
EXISTING INT. SIDE ELEVATION
SCALE: 1/8" = 10"



PROPOSED INT. SIDE ELEVATION
SCALE: 1/8" = 10"

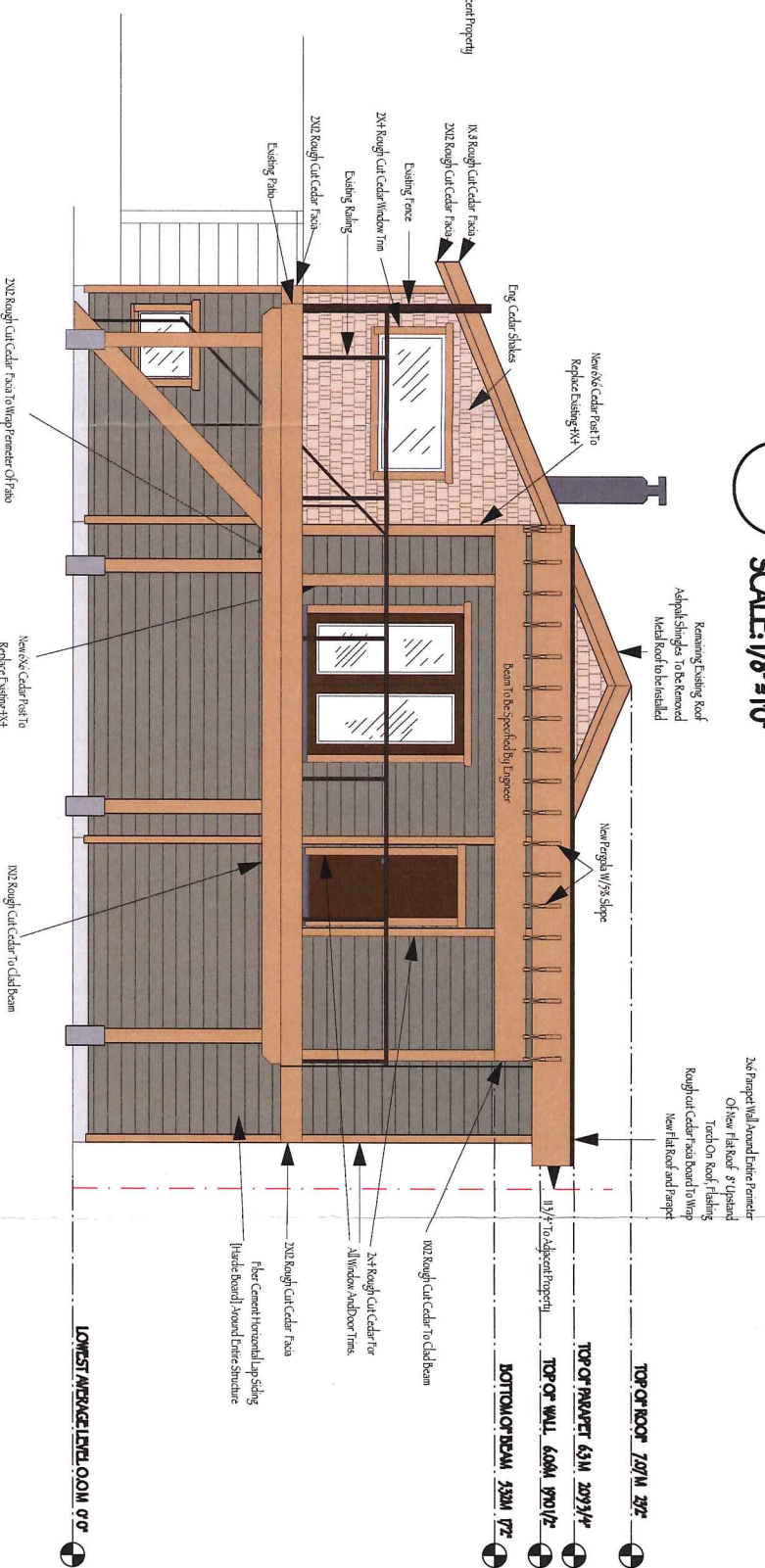
EXISTING REAR ELEVATION

SCALE: 1/8" = 10'



PROPOSED REAR ELEVATION

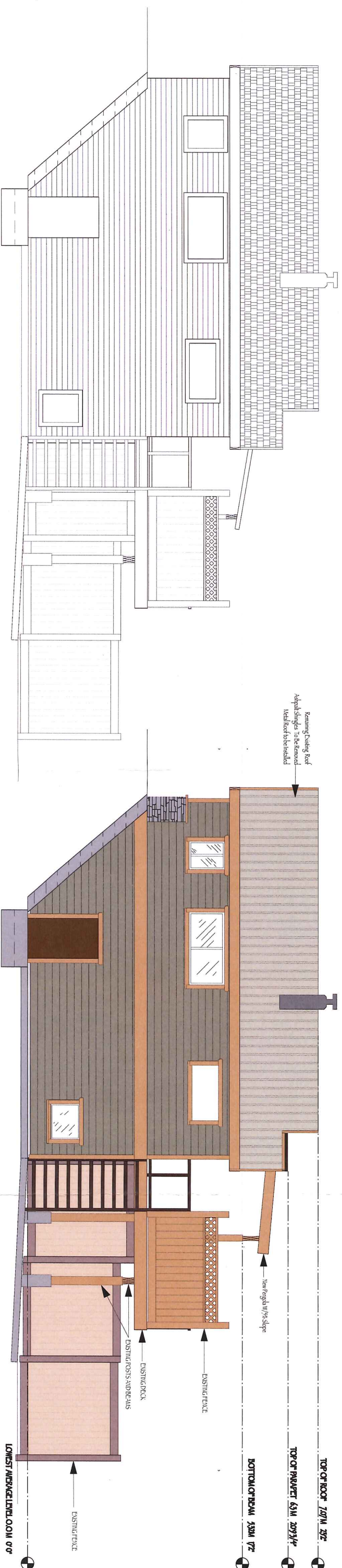
SCALE: 1/8" = 10'



A5

EXISTING / PROPOSED REAR / EXT. SIDE ELEVATION

SCALE: 1/8" = 10'



EXISTING EXT. SIDE ELEVATION

SCALE: 1/8" = 10'

PROPOSED EXT. SIDE ELEVATION

SCALE: 1/8" = 10'

Planning and Development

From: GRANT PRICE <grantandcorinne@shaw.ca>
Sent: June-30-17 8:14 AM
To: Planning and Development
Subject: Development Variance Permit - 04-B-17DVP

We have property two door south of the property in question. I fully support this application. The owners are good neighbours and environmentally respectful.

Grant Price
2382 Shawnigan Rd (East)
250-743-5696

April 19, 2017

Comments:

To whom this may concern,

The objective here is to increase the garage door height to allow for vehicle parking inside. The current height is just over 6' and restricts entry from most current vehicle sizes. We would like to remove a section of the roof, which has failed, and rebuild it approximately 2 feet higher to allow for proper garage parking.

As it stands, there is very little space at this property to park along the road. Vehicle parking here conflicts with pedestrian walkways and also poses several safety concerns for motorists, cyclists and pedestrians on foot.

Another reason of concern is security. There has been an increasing number of vehicle thefts over the past few summers and providing a safe secure vehicle storage is not only an assurance comfort for the owner, but also aids in reducing theft in the area.

The proposed roof changes will not hinder any of the neighbouring properties views of the lake but will certainly increase the value of those said properties and also provide a much more attractive neighbourhood appearance for both the surrounding property owners and for those passing by.



COWICHAN VALLEY REGIONAL DISTRICT

DEVELOPMENT VARIANCE PERMITFILE NO: 04-B-17DVP

DATE: _____

REGISTERED PROPERTY OWNER(S):HEATH WALLACE LANGLOISCAROL ANN BULGER

1. This Development Variance Permit is issued and is subject to compliance with all of the bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Variance Permit applies to and only to those lands within the Regional District described below:

*LOT A, SECTION 31, TOWNSHIP 1, SHAWNIGAN LAKE, SUBURBAN LOTS,
MALAHAT DISTRICT, PLAN VIP86151
(PID: 027-780-465)*

3. Authorization is hereby given to vary Section 15.4 (a) of Zoning Bylaw No. 985 to permit the existing dwelling located within the 15 metre watercourse setback, to be modified by raising the carport roofline and enclosing the carport, in accordance with the following requirements:

- Development shall occur in accordance with the attached Schedules;
- No alteration to existing foundation or footings; and
- Ministry of Transportation and Infrastructure approval is required prior to issuance of a Building Permit.

4. The following plans and specifications are attached to and form a part of this permit.

Schedule A – Location Plan

Schedule B – Site Plan

Schedule C – Elevations

5. The land described herein shall be developed in substantial compliance with the terms and provisions of this Permit and any plans and specifications attached to this Permit shall form a part thereof.

- 6. This Permit is not a Building Permit. No certificate of final completion shall be issued until all items of this Development Variance Permit have been complied with to the satisfaction of the Planning & Development Department.

AUTHORIZING RESOLUTION XXXX PASSED BY THE BOARD OF THE COWICHAN VALLEY REGIONAL DISTRICT THE X DAY OF MONTH, 2017.

Subject to the terms of this Permit, if the holder of this Permit does not substantially start any construction within 2 years of its issuance, this Permit will lapse.

I HEREBY CERTIFY that I have read the terms of the Development Variance Permit contained herein. I understand and agree that the Cowichan Valley Regional District has made no representations, covenants, warranties, guarantees, promises or agreements (verbal or otherwise) with HEATH WALLACE LANGLOIS AND CAROL ANN BULGER other than those contained in this Permit.

Owner/Agent (signature)

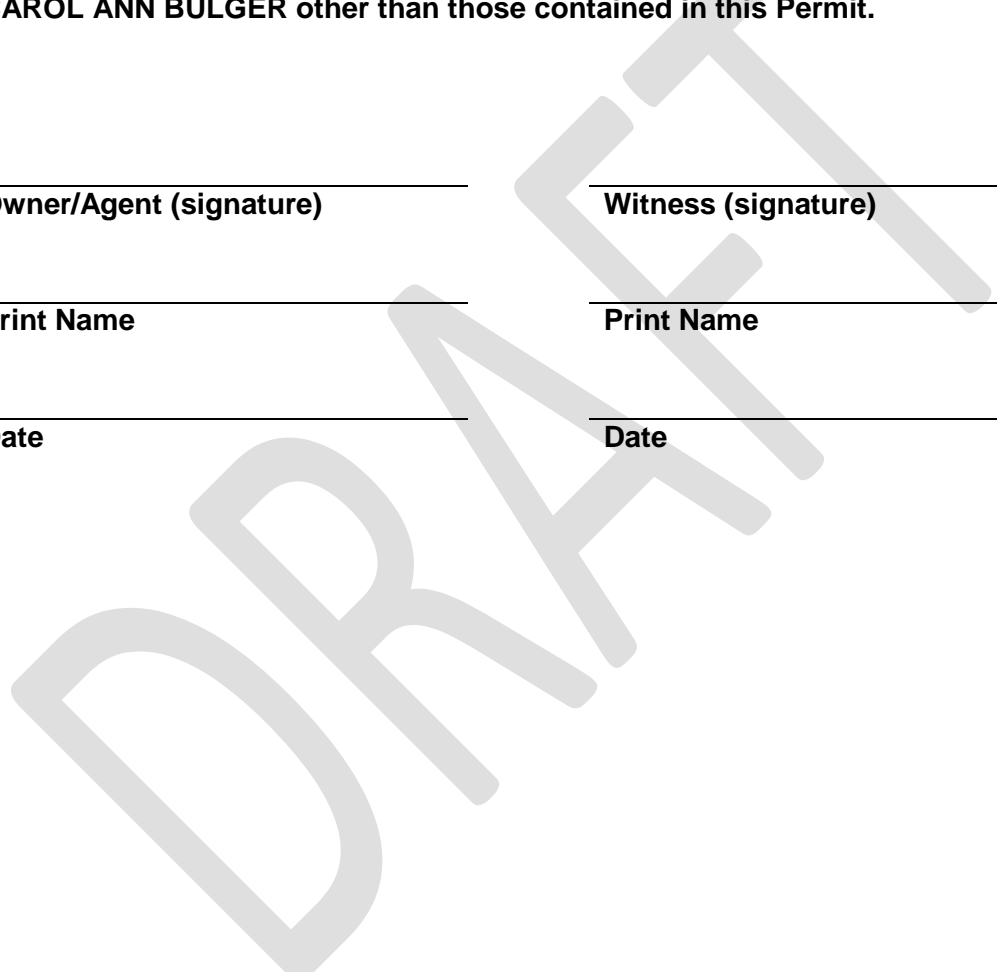
Witness (signature)

Print Name

Print Name

Date

Date





STAFF REPORT TO COMMITTEE

DATE OF REPORT July 19, 2017

MEETING TYPE & DATE Electoral Area Services Committee Meeting of August 2, 2017

FROM: Development Services Division
Land Use Services Department

SUBJECT: Development Permit Application for 1355 Fisher Road

FILE: 06-C-16DP

PURPOSE/INTRODUCTION

The purpose of this report is to present a Development Permit application for construction of six greenhouse-like structures ranging in size from approximately 79 m² (850 ft²) to 186 m² (2000 ft²) for the purpose of covering existing compost piles that are currently exposed to the elements.

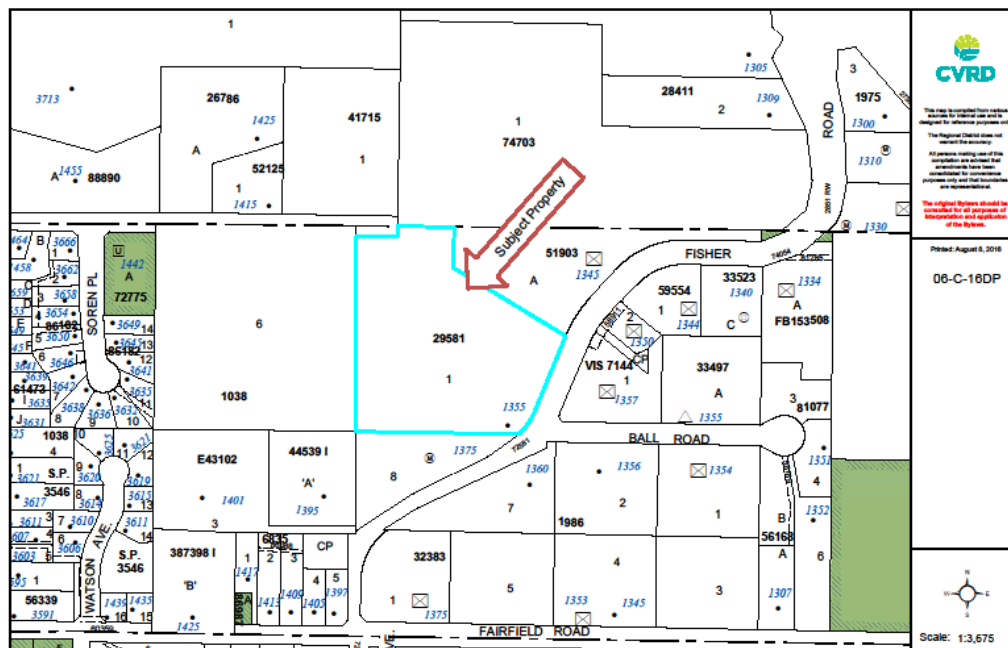
RECOMMENDED RESOLUTION

That it be recommended to the Board that Application No. 06-C-16DP (1355 Fisher Road) be approved; and that the General Manager of Land Use Services be authorized to permit minor revisions to the permit in accordance with the intent of development permit guidelines of Official Community Plan Bylaw No. 3510.

BACKGROUND

<u>Location of Subject Property:</u>	1355 Fisher Road, Cobble Hill
<u>Legal Description:</u>	Lot 1, Section 13, Range 6, Shawnigan District, Plan 29581, except Plan VIP51903 (PID: 001-377-892)
<u>Date Application Received:</u>	July 21, 2015
<u>Owner:</u>	Fisher Road Holdings Ltd.
<u>Applicant:</u>	David Laing
<u>Size of Parcel:</u>	3.17 ha
<u>Existing Zoning:</u>	I-1E – Fisher Road Industrial 1E Zone (South Cowichan Zoning Bylaw 3520)
<u>Existing Plan Designation:</u>	Industrial (South Cowichan OCP)
<u>Existing Use of Property:</u>	Industrial: Recycling collection and sorting, waste transfer, composting
<u>Use of Surrounding Properties:</u>	
	North: Agriculture (gravel pit), and Industrial (Central Landscaping Supplies)
	South: Industrial (I-6)
	East: Fisher Road, Industrial (I-1C)
	West: Currently vacant, zoned CD-10 (residential, with 60 m buffering)
<u>Road Access</u>	Fisher Road
<u>Water:</u>	Well
<u>Sewage Disposal:</u>	On-site septic
<u>Environmentally Sensitive Areas:</u>	No environmentally sensitive areas have been identified.
<u>Wildfire Interface:</u>	Moderate
<u>Village Containment Boundary:</u>	Within Cobble Hill Village Containment Boundary

LOCATION MAP



APPLICATION SUMMARY

This development permit application is for the addition of six greenhouse-like structures to cover existing compost piles. The location of these are shown on the attached site plan as “Proposed Change”, and the compost piles to be covered are currently located on “Airpads” 1 and 2. For reference, please see attached site plan.

Property Context

The subject property is a 3.17 ha parcel in the Fisher Road Industrial Area. The portion of the property closest to Fisher Road is publicly accessible, where community members can bring their recycling, and where these sorted materials can be transferred to other facilities. The rear portion of the property is a commercial composting operation that processes kitchen and yard wastes. The property is gently sloping, with the highest point at the northwest area of the parcel, gently sloping to the southeast. A berm along the roadway prevents drainage from entering the public road. The drainage is captured in a bio-swale pond vegetated by cattails and other wetland vegetation. There are five stormwater detention ponds or bioswales on site. These ponds are fully enclosed with chainlink fencing, and lined with geotextile fabrics over top of a sealed rubber liner.

The property is licensed under CVRD Bylaw No. 2570, Waste Stream Management Licensing Bylaw, 2004, which is authorized by, and supplements, the licensing requirements under the BC *Environmental Management Act*.

The property was the subject of two recent Development Permits. One included a Variance (CVRD file number 05-C-14DP/VAR), which authorized the construction of an over height structure on the property, as well as a variance to the CVRD’s Sign Bylaw regulations related to the placement of two signs at the entrance of the property.

The second Development Permit (09-C-15 DP) was for the addition of a fourth composting cell, which was intended to change the timing in the cells as part of efforts to control odours by retaining composting material for longer inside the cells.

COMMISSION / AGENCY / DEPARTMENTAL CONSIDERATIONS

No comments have been received. This application was referred to the Electoral Area C Advisory Planning Commission meeting on September 30, 2016. New APC members were appointed by the Board on June 14, 2017.

OFFICIAL COMMUNITY PLAN/POLICY CONSIDERATIONS

The subject property is designated as Industrial in South Cowichan OCP Bylaw No. 3510, and is zoned I-1E (Fisher Road Industrial 1E) within South Cowichan Zoning Bylaw No. 3520. The existing use: *“Recycling, sorting and storage of any type of substance or material, including in-vessel composting, but excluding external storage of any type of septage, animal materials or animal substance”* is permitted in the Zone.

Including the proposed structures, impervious surface coverage would be 42.2%, where 60% is permitted. Parcel coverage will be 20.4% out of an allowable 50%. Parcel coverage refers to the percentage of land that can be covered by buildings, whereas impervious surface coverage includes all paved and non-natural areas that do not allow precipitation to penetrate through to the natural ground.

Development Permit Guidelines:

The Cobble Hill Village Development Permit Area (DPA), as defined in the South Cowichan OCP, was established in part for the form and character of development, agricultural protection, environmental protection (including landscaping and rainwater management), outdoor lighting, signs, and other site layout considerations.

Section 10.4.1A General Guidelines

No invasive plant species are present on the site.

Section 10.4.2A Agricultural Protection Guidelines

These guidelines do not apply to this application, because the proposed structures are located further than 30 m from the neighbouring parcels of land designated as agricultural.

Section 10.4.3A Building Design Guidelines

The proposed structures are sited away from the road and residential areas, in the central portion of the site and will have limited, if any, visibility from the road because they are screened by the public recycling facilities at the front of the property and the composting operations building.

The proposed structures are permanent to cover existing composting piles. Four of them will be 12 metres wide, 15.2 metres long, and 8.1 metres tall, approximately 186 m² (2000 ft²). Two will be 5.3 metres wide, 15.2 metres long, and 6.7 metres tall, and 7.5 metres tall, respectively. These smaller ones will be approximately 81.3 m² (875 ft²).

Section 10.4.5A Landscaping, Rainwater Management, and Environmental Protection Guidelines

No additional measures are required. No new impervious surface is being created as the locations where the new structures will be located are already impervious. The applicant advises that covering these structures will be an overall improvement, as composting material will not be exposed to rain, and runoff from the new structures will be rainwater only, and not include any mixing of rainwater and composting material in the runoff.

Landscaping, rainwater management, and environmental protection were addressed in the recently issued development permit application (File No. 05-C-14DP/VAR), which was considered by the Area C Advisory Planning Commission in June 2015.

Section 10.4.6A Outdoor Lighting Guidelines

No new or additional outdoor lighting is anticipated for this application.

Section 10.4.7A Parking, Vehicular Access, and Pedestrian Guidelines

There is very little on-site parking for Fisher Road Recycling. There are few employees, and they park along the northeasterly property line, near the entrance. The new structures will not result in additional employment on-site, so no additional parking is required.

Environmental Management Act

A site profile report has been submitted by the applicant to the Land Remediation Section of the BC Ministry of Environment. The Ministry has authorized a release for the current Development Permit to proceed. The release does not extinguish the requirement for a site investigation, rather it allows certain works, as authorized by the Ministry to proceed.

PLANNING ANALYSIS

The proposed structures comply with existing zoning and licensing requirements, and are intended to improve operations at Fisher Road Recycling within the existing license. In addition, the Ministry of Environment has advised that the CVRD may proceed with approval of this Development Permit.

This application is considered to satisfactorily address the relevant development permit guidelines therefore Staff recommends Option 1.

OPTIONS

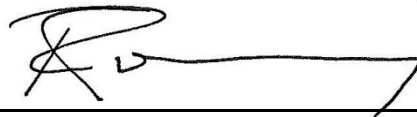
1. That Application No. 6-C-16DP be approved; and that the General Manager of Planning and Development be authorized to permit minor revisions to the permit in accordance with the intent of development permit guidelines of Official Community Plan Bylaw No. 3510.
2. That Application No. 6-C-16DP be denied, based on stated inconsistency with specific guideline(s).

Prepared by:

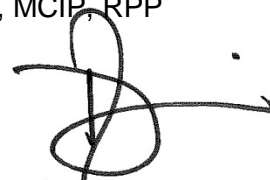


Rachelle Rondeau, MCIP, RPP
Planner II

Reviewed by:

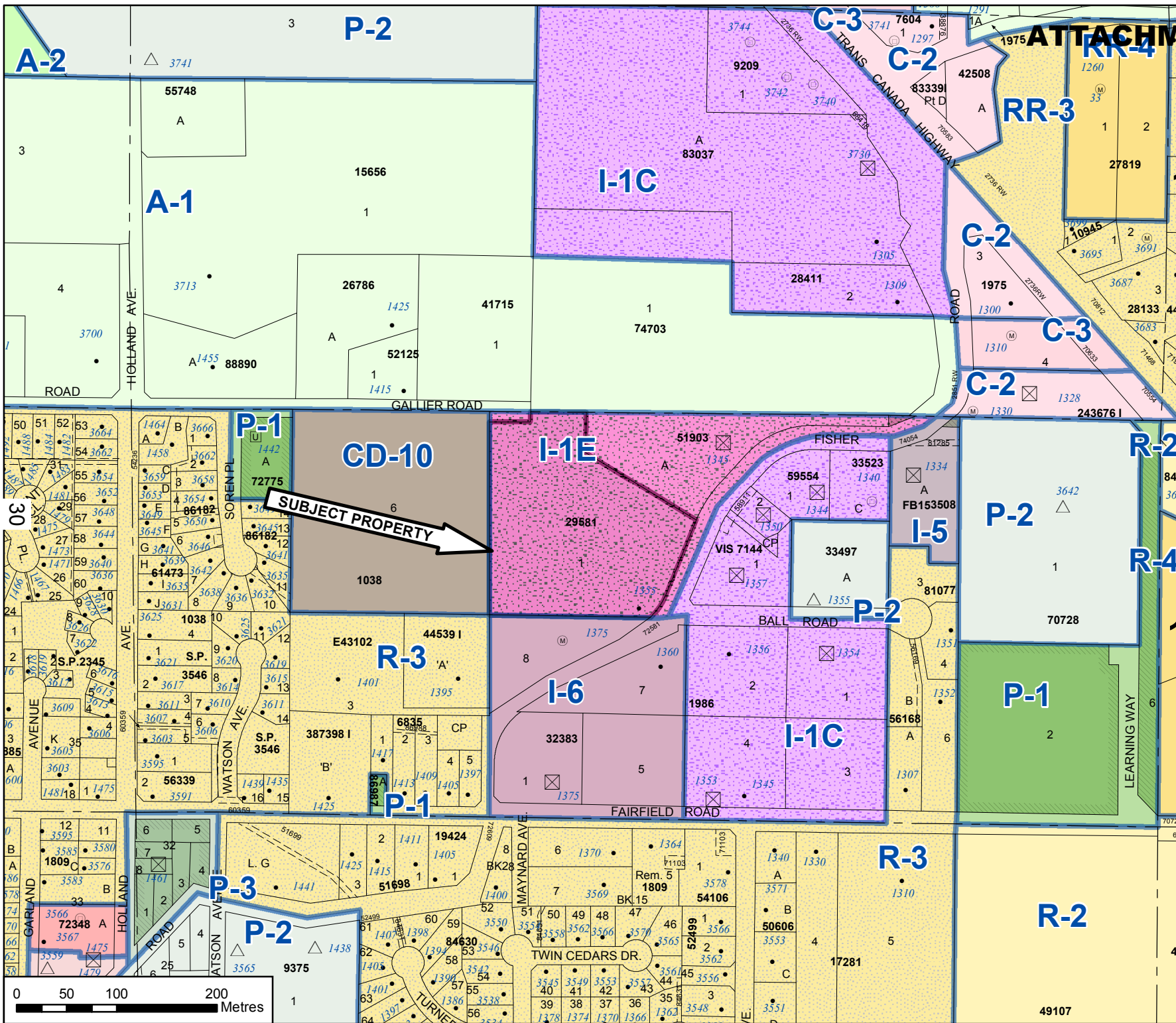


Rob Conway, MCIP, RPP
Manager



Ross Blackwell, MCIP, RPP, A. Ag.
General Manager

- Attachment A – Zoning Map
- Attachment B – Orthophoto
- Attachment C – Site Plan
- Attachment D – Structure Layout
- Attachment E – Building Elevations



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.

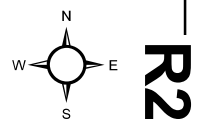
All persons making use of this compilation are advised that amendments have been consolidated for convenience purposes only and that boundaries are representational.

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

File: 06-C-16-DP

ZONING

- Legend
- Subject Property
 - Zoning AC



R2



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

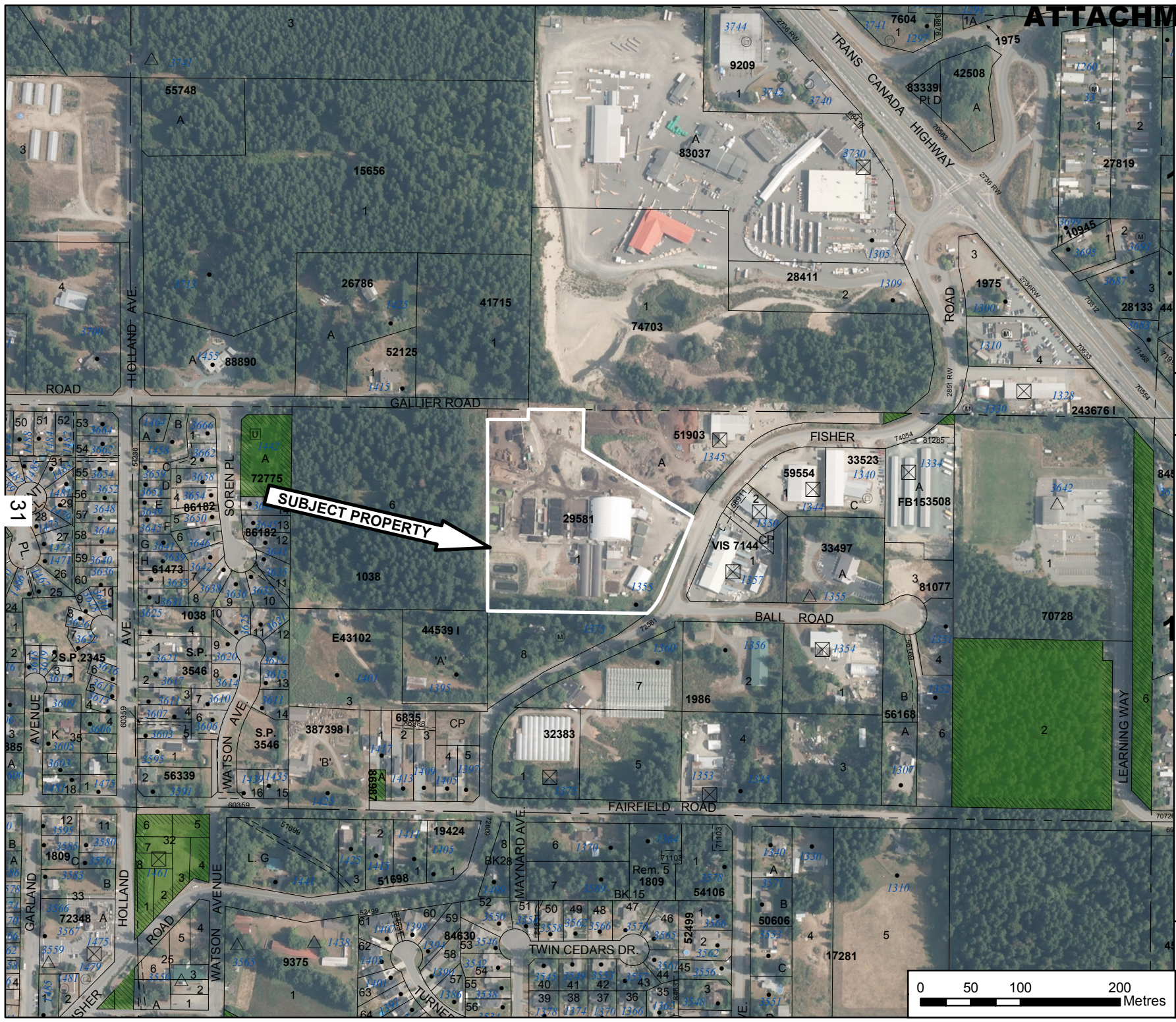
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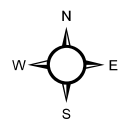
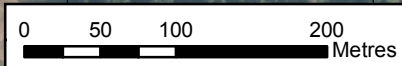
The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

File: 06-C-16-DP

TRIM Orthophoto (2014)



SUBJECT PROPERTY



R2

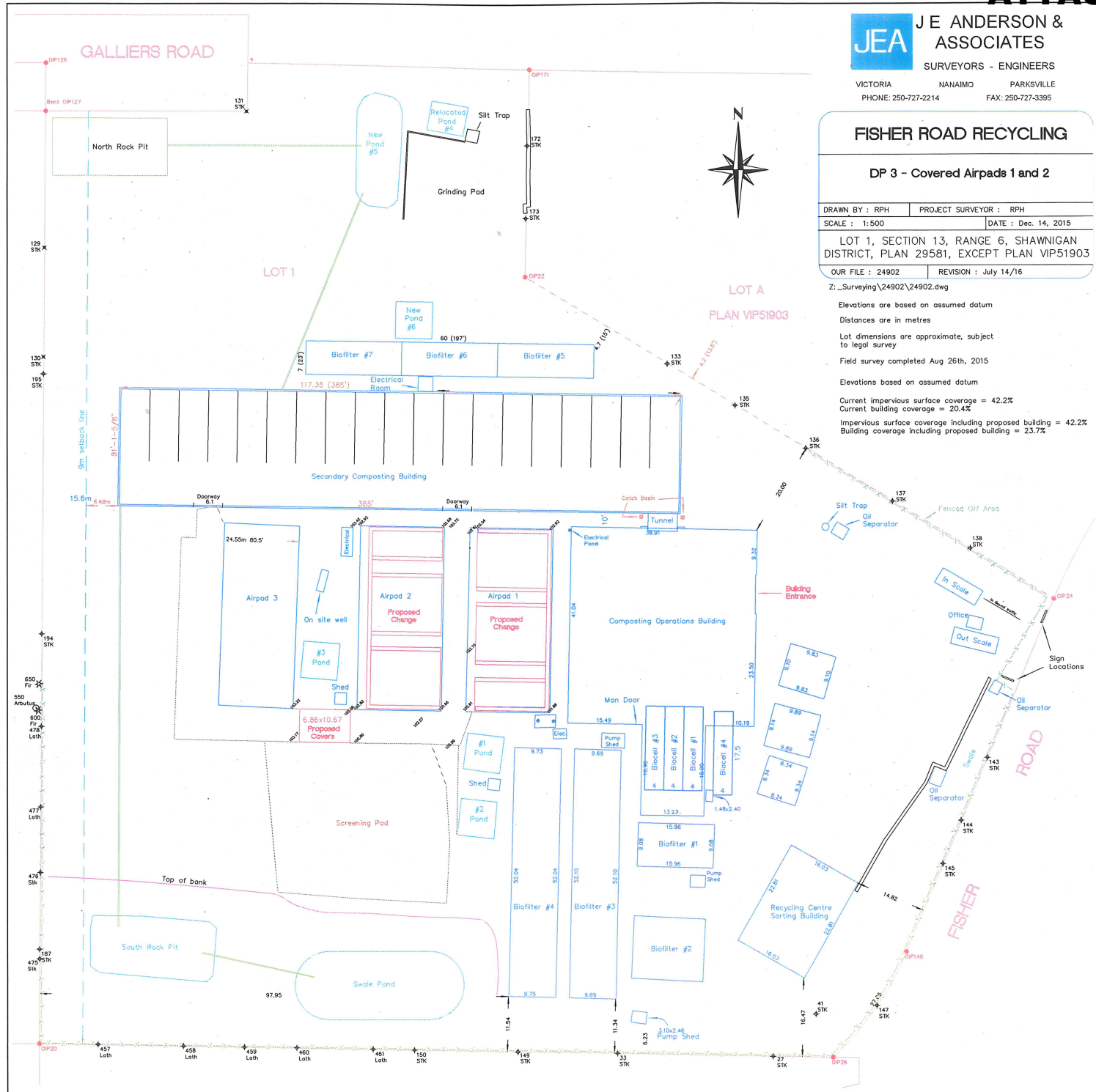
JEA J E ANDERSON & ASSOCIATES
 SURVEYORS - ENGINEERS
 VICTORIA NANAIMO PARKSVILLE
 PHONE: 250-727-2214 FAX: 250-727-3395

FISHER ROAD RECYCLING

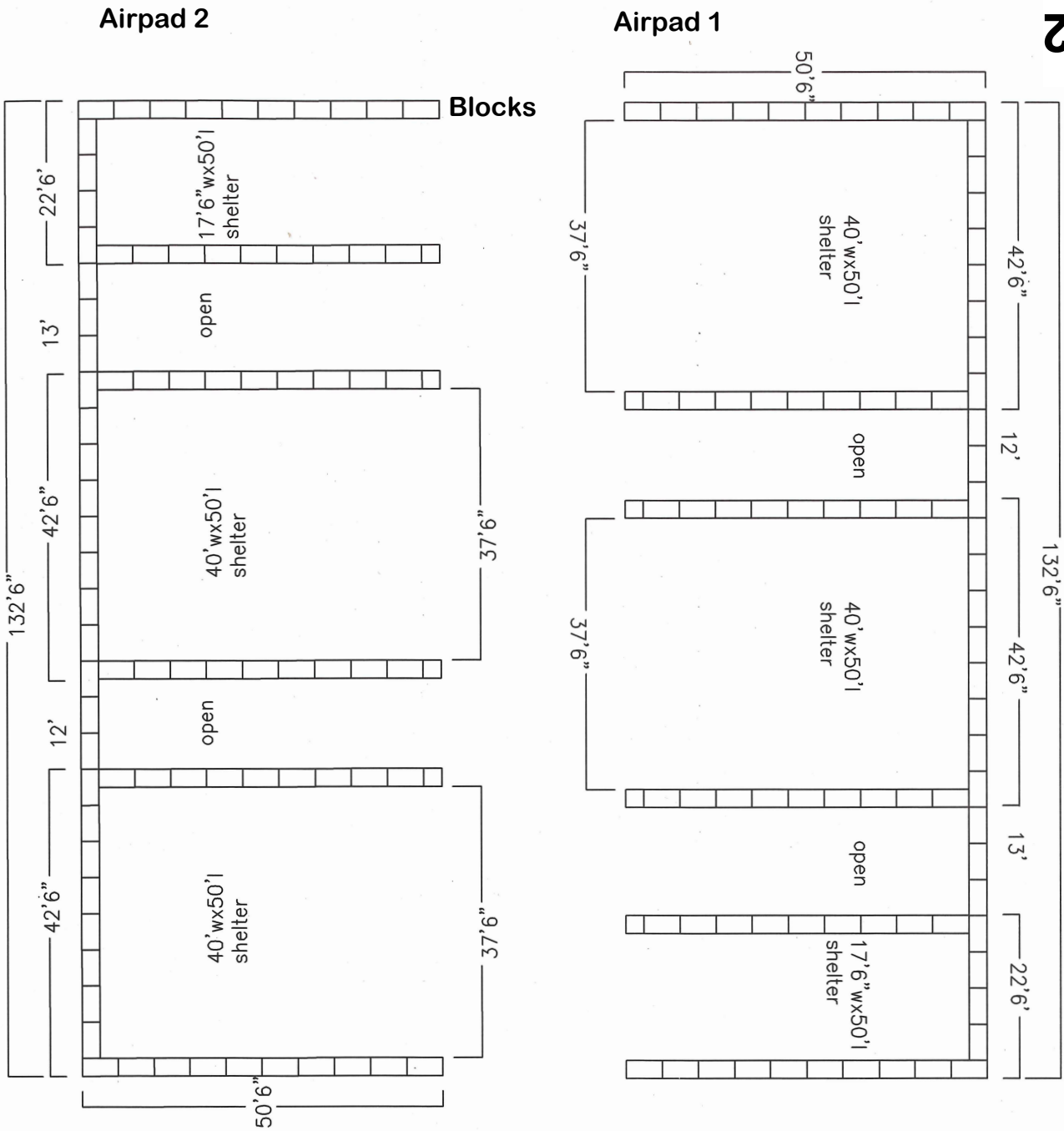
DP 3 - Covered Airpads 1 and 2

DRAWN BY : RPH	PROJECT SURVEYOR : RPH
SCALE : 1:500	DATE : Dec. 14, 2015
LOT 1, SECTION 13, RANGE 6, SHAWNIGAN DISTRICT, PLAN 29581, EXCEPT PLAN VIP51903	
OUR FILE : 24902	REVISION : July 14/16
Z:_Surveying\24902\24902.dwg	

Elevations are based on assumed datum
 Distances are in metres
 Lot dimensions are approximate, subject to legal survey
 Field survey completed Aug 26th, 2015
 Elevations based on assumed datum
 Current impervious surface coverage = 42.2%
 Current building coverage = 20.4%
 Impervious surface coverage including proposed building = 42.2%
 Building coverage including proposed building = 23.7%



R2



Mark	Qty	Shape	Size	Length

SLIP TUBE ENTERPRISES LTD.
 Manufactures of Polyskin Greenhouses & Fabric Covered Shelters
 Address: #5 - 11502 - 132a Street, Surrey, BC, V3R 7S2, Canada
 Phone: (604) 580-2177 Fax: (604) 580-2377

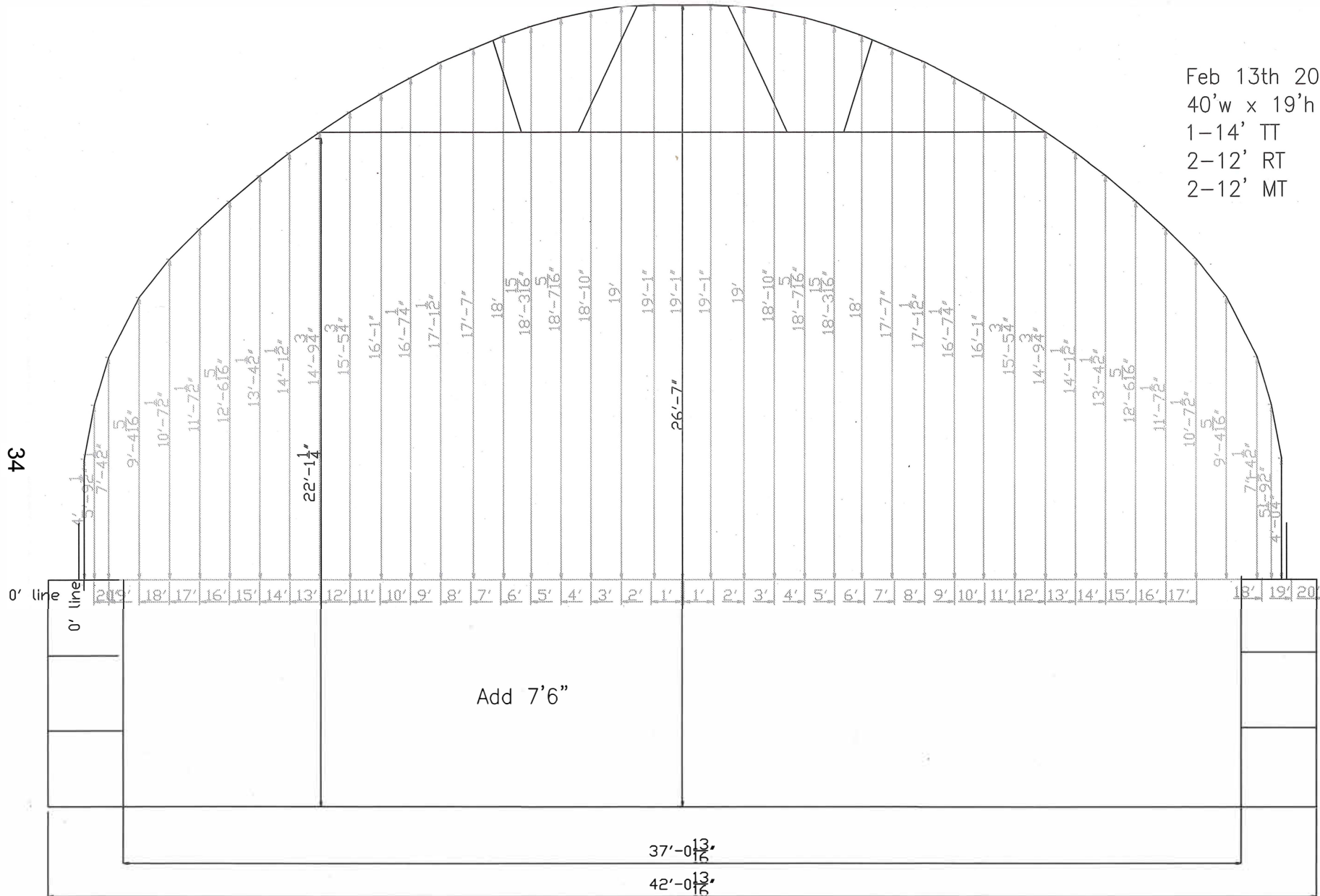
Project: _____
 Detail of: _____

Drawn by: GEO	Checked: _____	Date: _____	Open holes: _____
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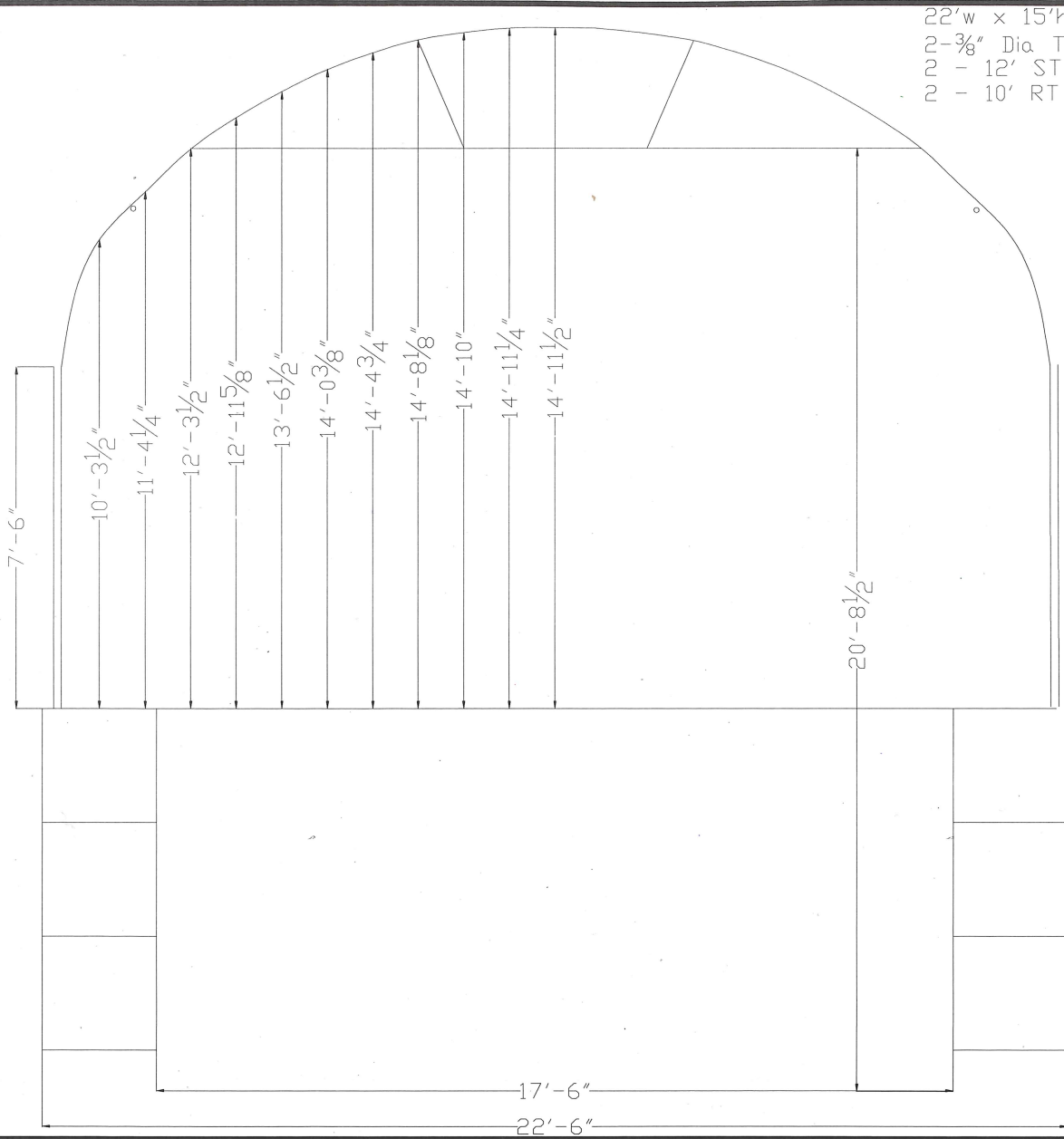
Paint: _____	Dwg #: _____	Rev: _____
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ATTACHMENT E - 3 pages

Feb 13th 2012
 40'w x 19'h
 1-14' TT
 2-12' RT
 2-12' MT



Approximately 186 sq. m greenhouse.
 4 proposed



General Notes

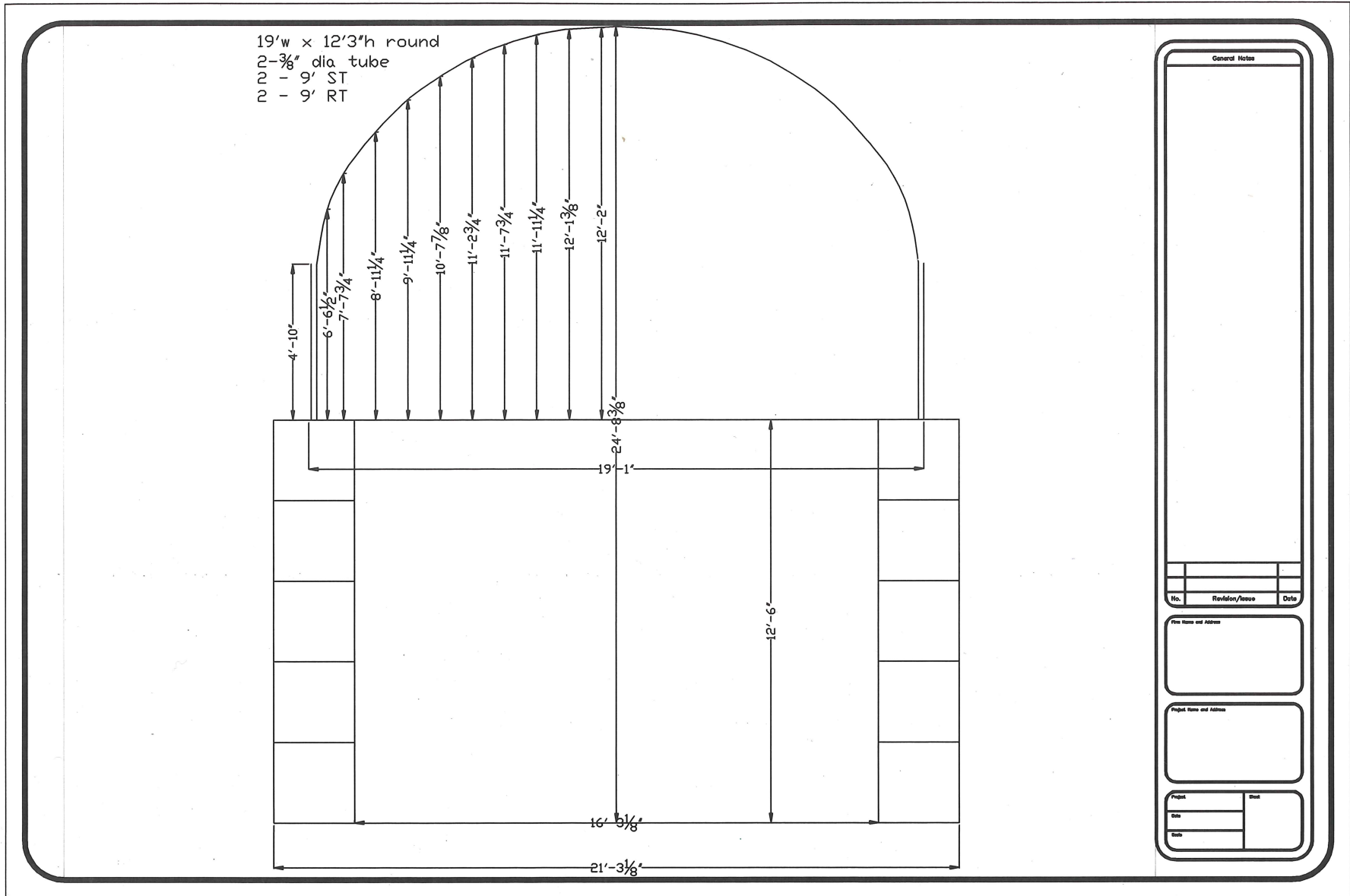
No.	Revision/Issue	Date

Firm Name and Address

Project Name and Address

Project	Sheet
Date	
Scale	

Narrower greenhouse - 1 proposed
Approximately 83 sq. m



Narrower greenhouse - 1
 proposed. Approximately 81 sq. m



STAFF REPORT TO COMMITTEE

DATE OF REPORT July 17, 2017

MEETING TYPE & DATE Electoral Area Services Committee Meeting of August 2, 2017

FROM: Parks & Trails Division
Land Use Services Department

SUBJECT: Licence of Occupation Renewal for Elliots Beach Park and Michael Lake Trail in Electoral Area H – North Oyster/Diamond

FILE:

PURPOSE/INTRODUCTION

The purpose of this report is to seek direction with regard to renewal of two existing five-year licence of occupation agreements between the CVRD and the Ministry of Transportation and Infrastructure (MoTI) for both Elliots Beach Park and Michael Lake Trail in Electoral Area H - North Oyster/Diamond for up to 10 years (Attachment A).

RECOMMENDED RESOLUTION

That it be recommended to the Board:

1. That the Licence of Occupation agreement with the Ministry of Transportation and Infrastructure beginning September 1, 2017, for Elliots Beach Park (Licence #100800) in Electoral Area H – North Oyster/Diamond, be approved for renewal for up to 10 years; and
2. That the Licence of Occupation agreement with the Ministry of Transportation and Infrastructure beginning September 1, 2017, for Michael Lake Trail (Licence #100801) in Electoral Area H – North Oyster/Diamond, be approved for renewal for up to 10 years.

BACKGROUND

Elliots Beach Park and Michael Lake Trail have been managed as Electoral Area H Community Parks since 1997. In 1999, the land was converted to a right of Way Licence until 2012 at which point it was converted to a 5-year Licence of Occupation agreement with the Ministry of Transportation and Infrastructure. Both parks are located within the MoTI undeveloped road rights of way. The licenses are expiring on August 31, 2017.

ANALYSIS

Renewal of the Licence of Occupations are required to allow the Regional District to continue to manage and maintain Elliots Beach Park and Michael Lake Trail as public parkland. The CVRD Parks & Trails Division is applying for a longer term Licence of Occupation Agreement from 5 years to 10 years as it is unlikely that the arrangement for management will change over the short term.

FINANCIAL CONSIDERATIONS

Elliots Beach Park and Michael Lake Trail are funded through the Electoral Area H – North Oyster/Diamond community parks program. The 5-year Licence renewal was previously offered for a rental fee of one dollar.

COMMUNICATION CONSIDERATIONS

N/A

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, Procurement*)
- Engineering Services (*Environmental Services, Recycling & Waste Management, Water Management*)
- Land Use Services (*Community & Regional Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)
- Strategic Services

Prepared by:

Tanya Soroka, MCIP, RPP
Parks & Trails Planner

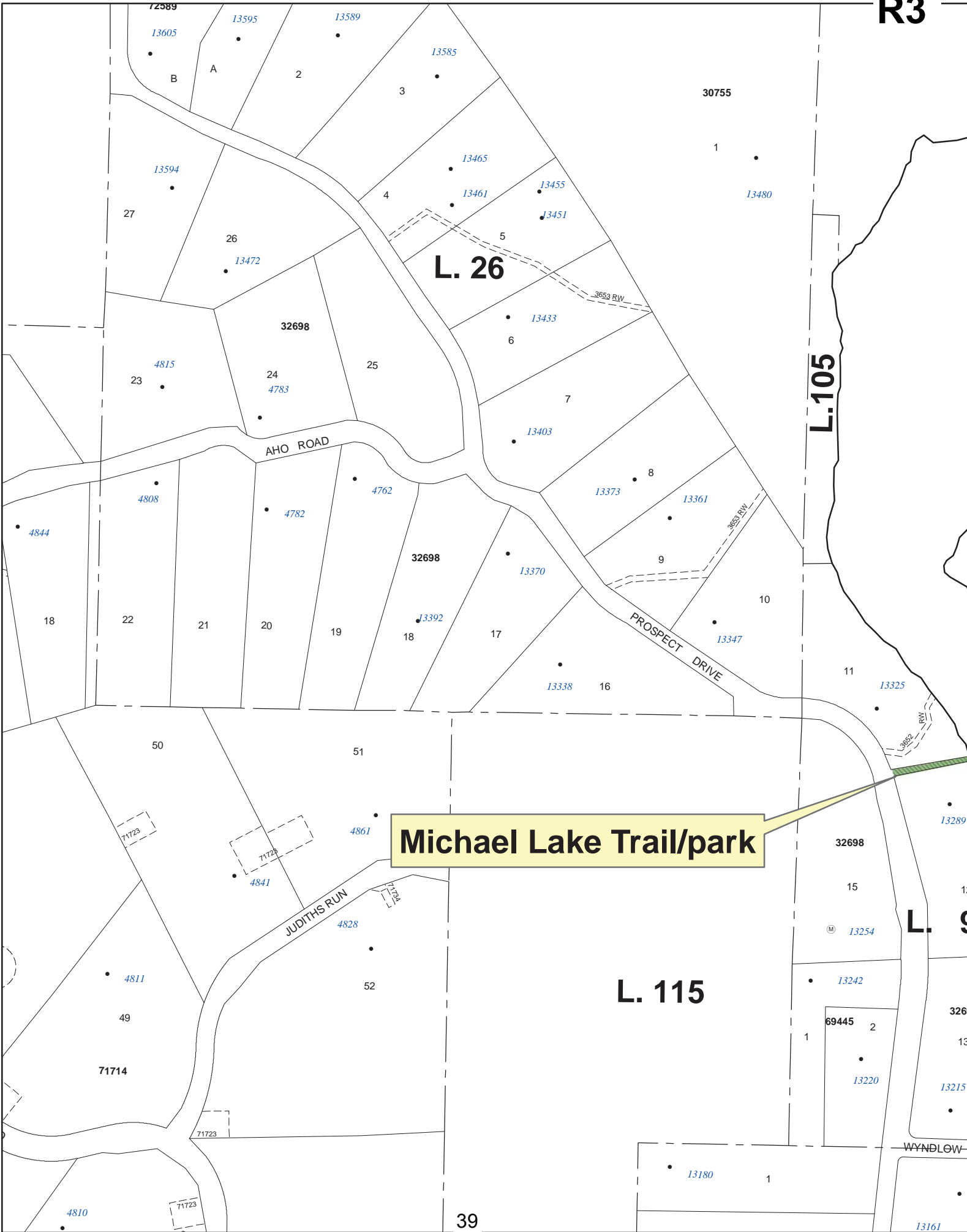
Reviewed by:

Ryan Dias
A/Manager

Ross Blackwell, MCIP, RPP, A.Ag.
General Manager

ATTACHMENTS:

Attachment A – Location map of Elliots Beach Park and Michael Lake Trail



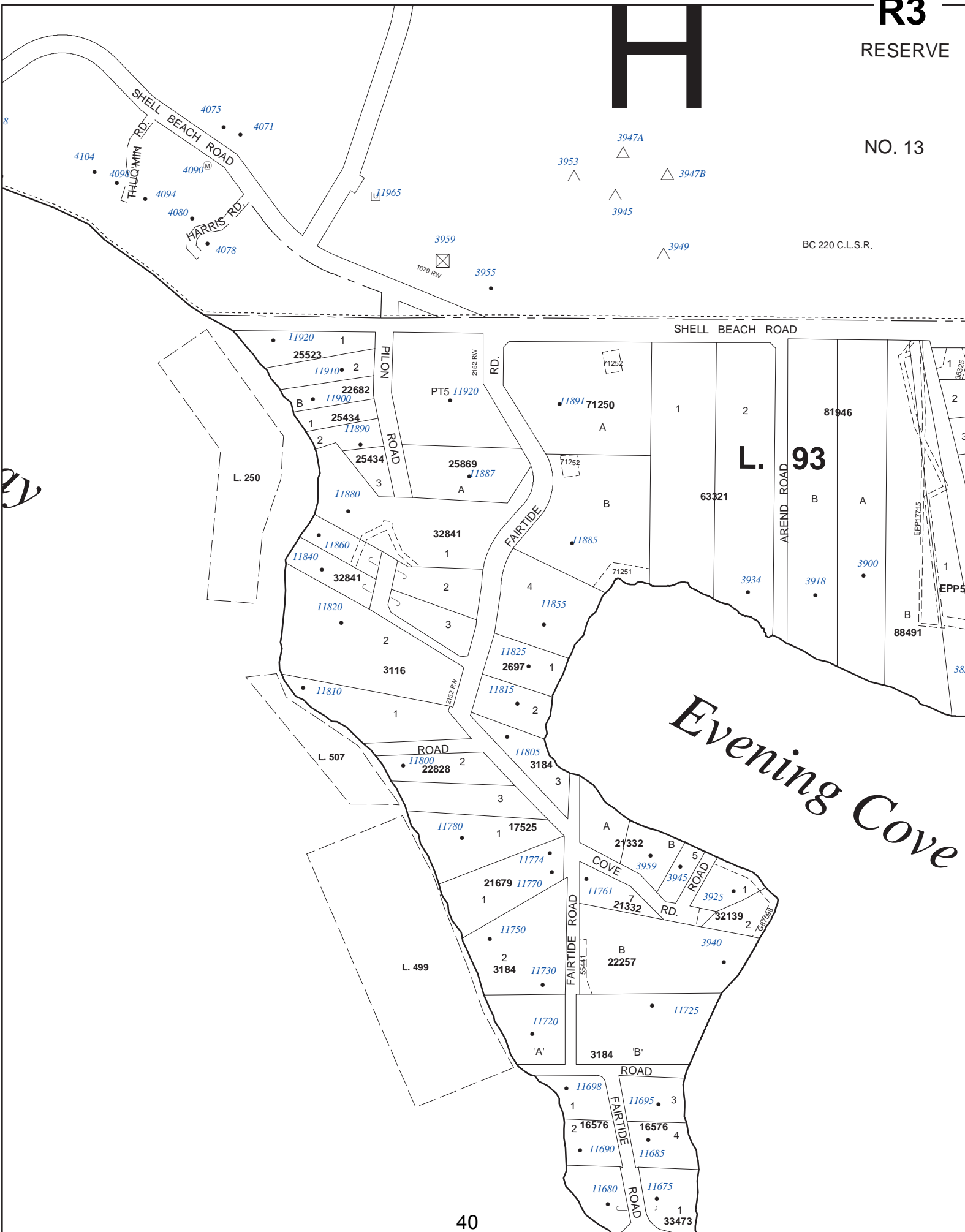
Michael Lake Trail/park

L. 26

L. 105

L. 115

L. 9



27

Evening Cove



STAFF REPORT TO COMMITTEE

DATE OF REPORT July 14, 2017

MEETING TYPE & DATE Electoral Area Services Committee Meeting of August 2, 2017

FROM: Parks & Trails Division
Land Use Services Department

SUBJECT: Proposed Donation of Picnic Shelter in Mile 77 Park
(Electoral Area I – Youbou/Meade Creek)

FILE:

PURPOSE/INTRODUCTION

The purpose of this report is to request direction with regard to a proposed donation of materials and labour from Laketown Ranch to construct a picnic shelter in Mile 77 Park located in Electoral Area I – Youbou/Meade Creek.

RECOMMENDED RESOLUTION

That it be recommended to the Board that a proposed donation of materials and labour, from the owners of Laketown Ranch, to construct a 20ft x 20ft foot picnic shelter in Mile 77 Park in Electoral Area I – Youbou/Meade Creek, be accepted.

BACKGROUND

Mile 77 Park is a 2.04-hectare public waterfront community park located on Cowichan Lake near the community of Youbou. The park was dedicated to the CVRD as part of a subdivision in 2005. Currently the park consists of a washroom building, constructed in 2006, a grassy open space area with four picnic tables and a small swimming beach. A shelter constructed to provide cover for picnicking would add to the functionality of the park.

In 2016, the Electoral Area I Parks Commission was interested in raising money to construct a picnic shelter in Mile 77 Park as a memorial for a local resident who had been very active with environmental initiatives around Cowichan Lake. Discussions took place with the owners of Laketown Ranch regarding the possibility of a donation of a picnic shelter to the community. In late 2016, at the request of Laketown Ranch, parks and trails staff provided plans for CVRD's standard 20ft by 20ft covered picnic shelter.

ANALYSIS

In June 2017, a letter was received from Mr. Greg Adams, with Laketown Ranch, offering to donate the materials and labour to construct a 20ft x 20ft picnic shelter in Mile 77 Park (See Attachment A). The estimated value of the donation is approximately \$28,000, which is based on the actual costs to construct a similar picnic shelter in Deloume Park (Electoral Area A – Mill Bay/Malahat). The location for the proposed picnic shelter has been sited by CVRD parks and trails staff and construction would begin in the fall of 2017 if approved. Construction standards for the shelter is in Attachment B.

FINANCIAL CONSIDERATIONS

Value of the donation is \$28,000 and all costs will be borne by Laketown Ranch. An annual maintenance cost estimate is \$1,000/year that would provide for monthly cleaning visits as well as small fixes to the shelter. Annual maintenance of the picnic shelter would be funded through

the Electoral Area I Community Parks budget (Function 239), which would need to account for this increased budget expense in the 2018 budget.

COMMUNICATION CONSIDERATIONS

N/A

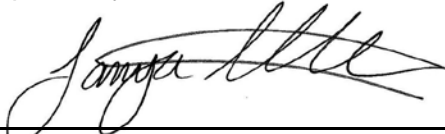
STRATEGIC/BUSINESS PLAN CONSIDERATIONS

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, Procurement*)
- Engineering Services (*Environmental Services, Recycling & Waste Management, Water Management*)
- Land Use Services (*Community & Regional Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)
- Strategic Services

Prepared by:

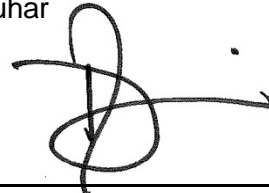


Tanya Soroka, MCIP, RPP
Parks & Trails Planner

Reviewed by:



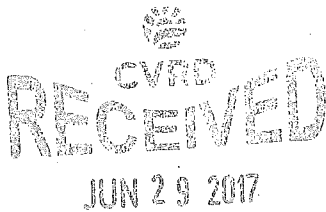
Brian Farquhar
Manager



Ross Blackwell, MCIP, RPP, A.Ag.
General Manager

ATTACHMENTS:

- Attachment A – Letter from Laketown Ranch
- Attachment B – Standards – Picnic Shelter



★
LAKETOWN RANCH

June 22, 2017

Dear Mr. Kuhn,

Please accept this letter as confirmation of our donation towards the community of Youbou.

Laketown Ranch would like to donate materials and labour to construct a 20 x 20 picnic shelter to CVRD Parks and Trails Division specifications at Mile 77 Park.

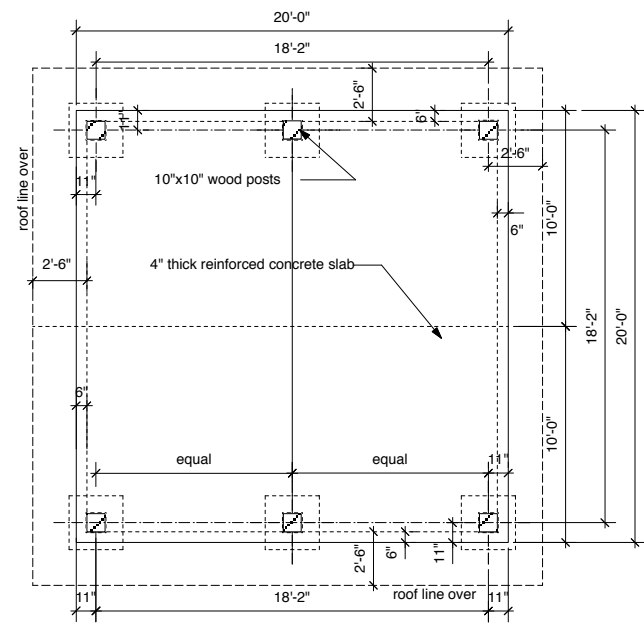
The picnic shelter will provide much needed shade and picnic opportunities for both residents and visitors to the community of Youbou. It is our intention to start construction of the shelter once the busy summer festival season is complete, and subject to CVRD approval, we could break ground as early as fall 2017.

On behalf of myself and wife Judy, we appreciate the community's ongoing support of Laketown Ranch, and look forward to building this legacy for many to enjoy.

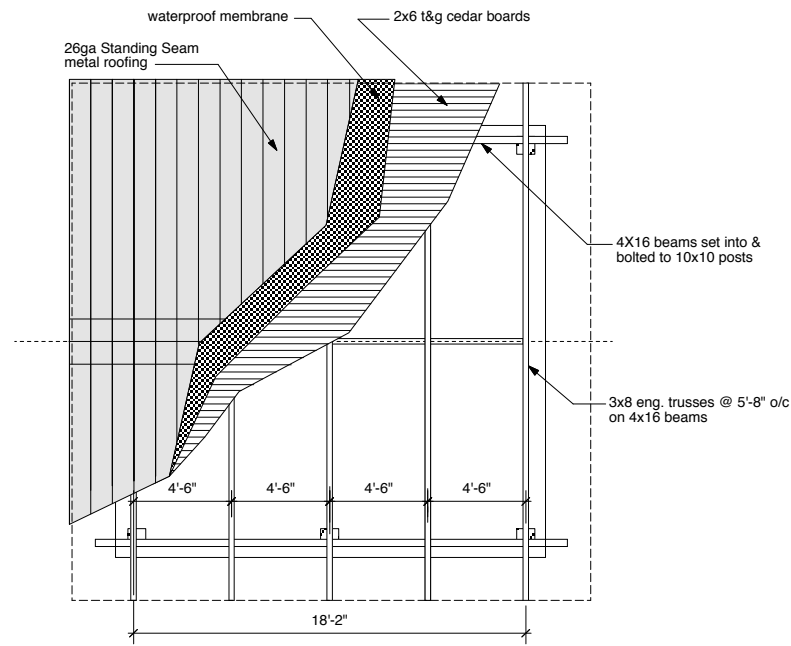
Sincerely,

A handwritten signature in black ink, appearing to read "Greg Adams". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

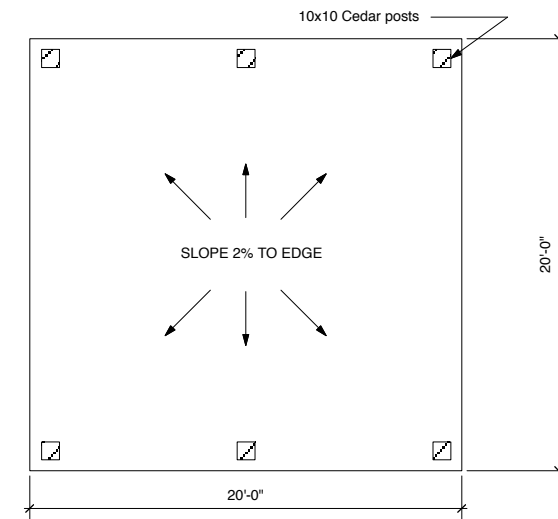
Greg Adams
Laketown Ranch



FLOOR PLAN
SCALE 1/4" = 1'-0"

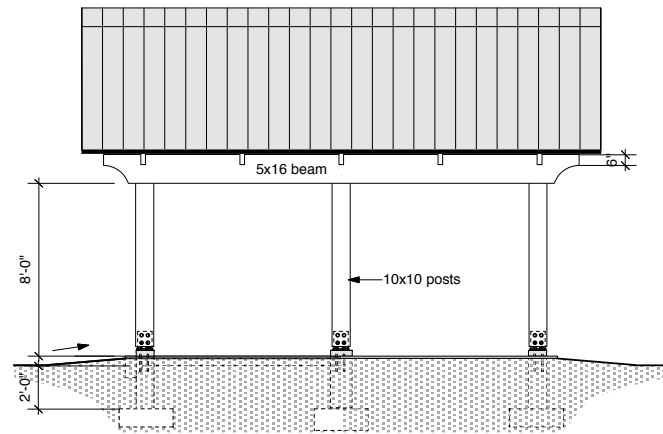


ROOF PLAN
SCALE 1/4" = 1'-0"

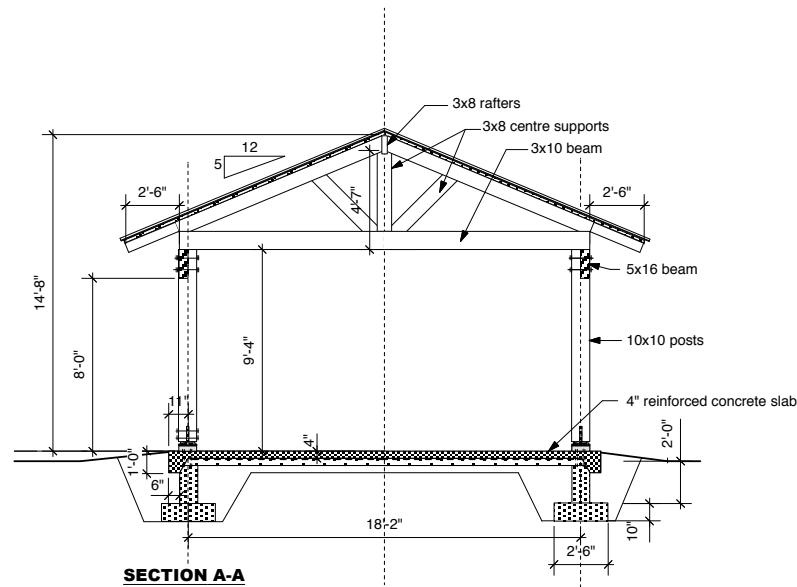


CONCRETE SLAB PLAN
SCALE 1/4" = 1'-0"

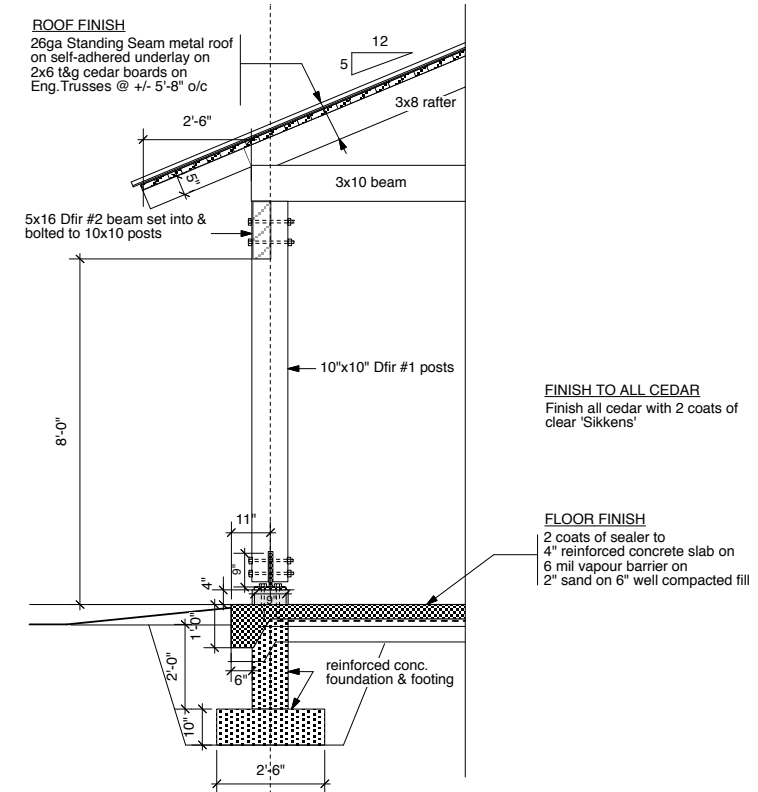
44



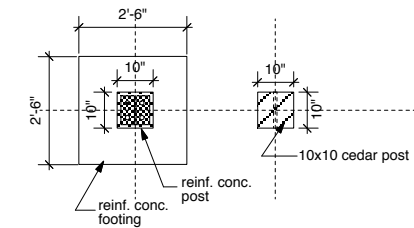
SIDE ELEVATION
SCALE 1/4" = 1'-0"



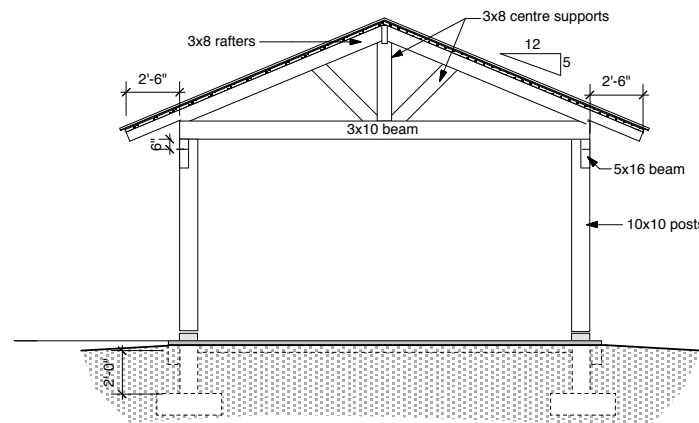
SECTION A-A
SCALE 1/4" = 1'-0"



DETAIL SECTION
SCALE 1/2" = 1'-0"



FOOTING & POST DETAIL
SCALE 1/2" = 1'-0"



END ELEVATION
SCALE 1/4" = 1'-0"

FINLAYSON BONET
ARCHITECTURE LTD.

#4 - 7855 East Saanich Rd.
Saanichton V8M 2B4

Phone: 250-656-2224
Fax: 250-656-2279
email: info@finlaysonbonet.ca

Rev	Date	Description
Checked	SMB	
Drawn	DMM	
Scale	AS NOTED	
Date	August 24, 2015	

Project Name
COWICHAN VALLEY REGIONAL DISTRICT SHELTER STANDARD

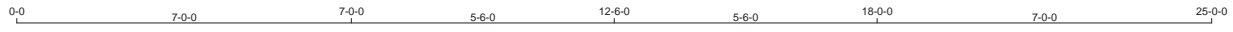
Drawing Title
PLANS, SECTIONS

EL
AN

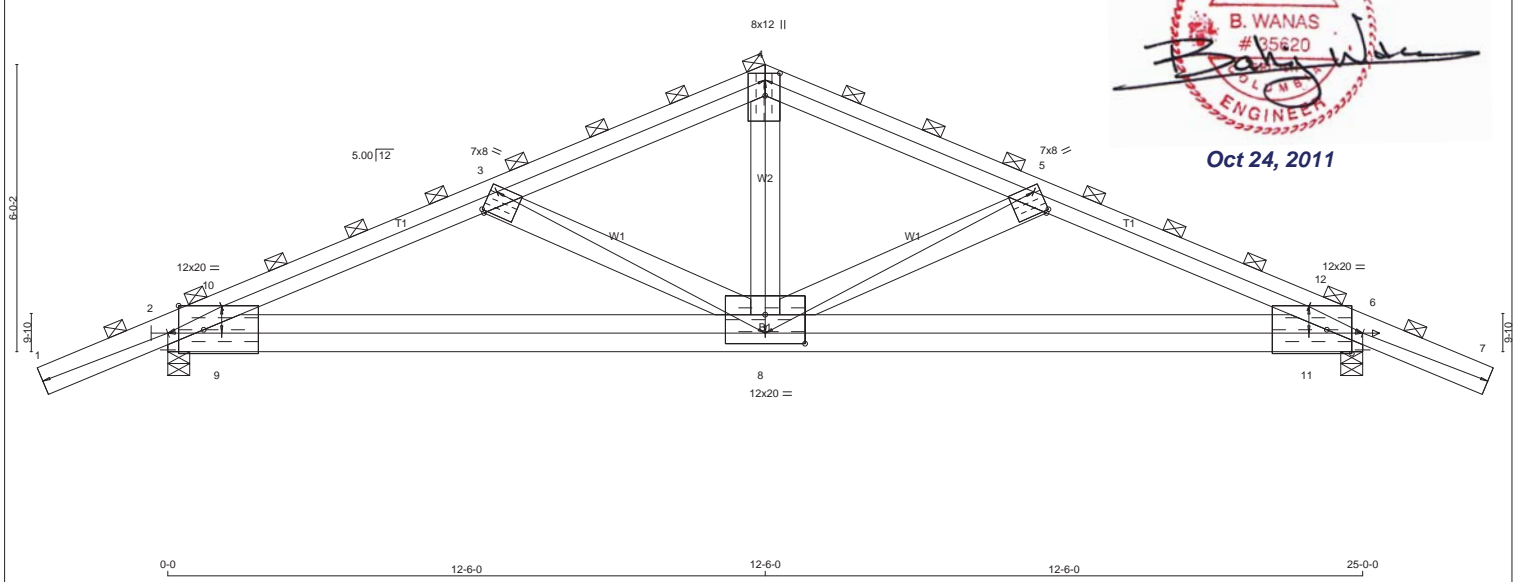
Drawing No.
R4

Project No.

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Scale: 1/4"=1'



TOTAL WEIGHT = 6 X 469 = 2813 lb

LUMBER
 N. L. G. A. RULES

CHORDS	SIZE	DRY	LUMBER	DESCR.
1 - 4	3 X 8	DRY	No.1/No.2	DF
4 - 7	3 X 8	DRY	No.1/No.2	DF
2 - 6	3 X 10	DRY	No.1/No.2	DF
ALL WEBS	3 X 8	DRY	No.1/No.2	DF

DRY: SEASONED LUMBER.

PLATES (table is in inches)

JT	TYPE	PLATES	W	LEN	Y	X
2	TMB1-I	MT20	12.0	20.0	6.00	6.25
3	TMW+w	MT20	7.0	8.0	0.75	0.75
4	TTW+p	MT20	8.0	12.0	5.75	3.75
5	TMW+w	MT20	7.0	8.0	0.75	0.50
6	TMB1-I	MT20	12.0	20.0	6.00	6.25
8	BMWVV-t	MT20	12.0	20.0	7.25	10.00

DIMENSIONS, SUPPORTS AND LOADINGS SPECIFIED BY FABRICATOR TO BE VERIFIED BY BUILDING DESIGNER

BEARINGS

JT	FACTORED GROSS REACTION	MAXIMUM FACTORED GROSS REACTION	INPUT BRG	REQRD BRG
2	6825 0	6825 724	-3035 5-8	4-7
6	6825 0	6825 0	-3035 5-8	4-7

PROVIDE ANCHORAGE AT BEARING JOINT 2 FOR 3035 LBS FACTORED UPLIFT
 PROVIDE ANCHORAGE AT BEARING JOINT 6 FOR 3035 LBS FACTORED UPLIFT

NOTE: ANCHORAGE REQUIRED FOR LARGE UPLIFT FORCES, SHALL BE PROVIDED BY BUILDG. DESIGNER

PROVIDE FOR 724 LBS FACTORED HORIZONTAL REACTION AT JOINT 2

UNFACTORED GROSS REACTIONS

JT	COMBINED	SNOW	MAX./MIN. LIVE	WIND	DEAD
2	5213	3485 / 0	750 / 0	0 / -2797	978 / 0
6	5213	3485 / 0	750 / 0	0 / -2797	978 / 0

BEARING MATERIAL TO BE OF SPF NO. 2 OR BETTER

BRACING
 MAX. UNBRACED TOP CHORD LENGTH = 5.06FT.
 MAX. UNBRACED BOTTOM CHORD LENGTH = 10.09FT. OR RIGID CEILING DIRECTLY APPLIED.

LOADING
 LOAD CASE (1) OF (17)

C H O R D S					W E B S				
MEMB.	FACTORED FORCE (LBS)	FACTORED VERT. LOAD (PLF)	MAX CSI (LC)	MAX UNBRAC LENGTH	MEMB.	FACTORED FORCE (LBS)	MAX CSI (LC)		
FR-TO		FROM TO			FR-TO				
1 - 2	179T	-383.3 -383.3	0.55 (2)	16.67	3 - 8	3082C	0.18 (2)		
2 - 10	10947C	-383.3 -383.3	0.38 (4)	6.69	8 - 4	4151T	0.25 (1)		
10 - 3	10558C	-383.3 -383.3	0.80 (2)	5.06	8 - 5	3082C	0.18 (3)		
3 - 4	7754C	-383.3 -383.3	0.69 (2)	6.29	9 - 10	366C	0.00 (1)		
4 - 5	7754C	-383.3 -383.3	0.69 (3)	6.29	11 - 12	366C	0.00 (1)		
5 - 12	10558C	-383.3 -383.3	0.80 (3)	5.06					
12 - 6	10947C	-383.3 -383.3	0.38 (4)	6.69					
6 - 7	179T	-383.3 -383.3	0.55 (3)	16.67					
2 - 9	9814T	-82.5 -82.5	0.70 (1)	10.09					
9 - 8	9814T	-82.5 -82.5	0.82 (1)	10.09					
8 - 11	9814T	-82.5 -82.5	0.82 (1)	10.42					
11 - 6	9814T	-82.5 -82.5	0.70 (1)	10.42					

TRUSS HAS BEEN CHECKED FOR UNBALANCED LOADING AS PER NBCC 4.1.6.2.(8)

WIND LOAD APPLIED IS DERIVED FROM REFERENCE VELOCITY PRESSURE OF (13.2) PSF AT (40-0-0) FT-IN-SX REFERENCE HEIGHT ABOVE GRADE AND USING EXTERNAL PEAK COEFFICIENTS, CpG, BASED ON THE (MAIN WIND FORCE RESISTING SYSTEM). INTERNAL WIND PRESSURE IS BASED ON DESIGN (CATEGORY 2). BUILDING MAY BE LOCATED ON (OPEN TERRAIN). TRUSS IS DESIGNED TO BE LOCATED AT LEAST (0-0) FT-IN-SX AWAY FROM EAVE

DESIGN CRITERIA

SPECIFIED LOADS:
 TOP CH. LL = 38.4 PSF
 DL = 5.0 PSF
 BOT CH. LL = 10.0 PSF
 DL = 7.0 PSF
 TOTAL LOAD = 60.4 PSF

SPACING = 72.0 IN. C/C

THIS TRUSS IS DESIGNED FOR COMMERCIAL OR INDUSTRIAL BUILDING REQUIREMENTS OF PART 4, NBCC 2006

THIS DESIGN COMPLIES WITH:
 - PART 4 OF OBC 2006, BCBC 2006, ABC 2006
 - CSA 086-01
 - TPIC 2007

DESIGN ASSUMPTIONS
 - SLOPE REDUCTION FACTOR USED

(80 % OF 37.6 P.S.F. G.S.L. PLUS 8.4 P.S.F. RAIN LOAD) TIMES IMPORTANCE FACTOR EQUALS 38.4 P.S.F. SPECIFIED ROOF LIVE LOAD

ALLOWABLE DEFL. = L/360 (0.83")
 CALCULATED VERT. DEFL.(LL) = L/ 999 (0.12")

CSI: TC=0.80 (5-12:3), BC=0.82 (8-11:1), WB=0.25 (4-8:1), SSI=0.41 (5-12:3)

DOL LUMBER=1.00 NAIL=1.00 LS BEND=1.00
 COMP=1.00 SHEAR=1.00 TENS= 1.00

SNOW LOAD IMPORTANCE FACTOR = 1.00
 WIND LOAD IMPORTANCE FACTOR = 1.00
 COMPANION LIVE LOAD FACTOR = 0.50

TRUSS PLATE MANUFACTURER IS NOT RESPONSIBLE FOR QUALITY CONTROL IN THE TRUSS MANUFACTURING PLANT .

NAIL VALUES

PLATE	GRIP(DRY)	SHEAR (PSI)	SECTION (PLI)
MT20	618	354	1667 822 2284 1656

PLATE PLACEMENT TOL. = 0.250 inches

PLATE ROTATION TOL. = 5.0 Deg.

JSI GRIP= 0.48 (4) (INPUT = 0.90)
 JSI METAL= 0.70 (2) (INPUT = 1.00)



STAFF REPORT TO COMMITTEE

DATE OF REPORT July 13, 2017

MEETING TYPE & DATE Electoral Area Services Committee Meeting of August 2, 2017

FROM: Water Management Division
Engineering Services Department

SUBJECT: Requisition Limit Increase – Electoral Area I – Youbou/Meade Creek
Critical Location Streetlighting Service Establishment Bylaw 2144

FILE: 0540-20-EAS/05

PURPOSE/INTRODUCTION

The purpose of this report is to recommend an increase to the maximum annual requisition limit for the Electoral Area I – Youbou/Meade Creek Critical Location Streetlighting Service Area.

RECOMMENDED RESOLUTION

That it be recommended to the Board that a bylaw be prepared to amend “CVRD Bylaw No. 2144 – Electoral Area I – Youbou/Meade Creek Critical Location Streetlighting Service Bylaw, 2000”, to increase the maximum annual requisition limit from \$1,245 to \$1,555.

BACKGROUND

The Youbou/Meade Creek Critical Location Streetlighting Service Area was established in 2000 and has four streetlights. The requisition limit was last increased in 2012.

ANALYSIS

The current requisition limit is \$1,245 with the hydro and other costs in 2016 of \$1,177, leaving only \$68 as surplus in this budget.

FINANCIAL CONSIDERATIONS

The annual cost of providing this service is recovered by requisition of money to be collected by a property value tax on land and improvements. The maximum to be requisitioned annually for this service will increase from \$1,245 to \$1,555. This falls within the exemption from obtaining the Inspectors approval.

COMMUNICATION CONSIDERATIONS

N/A

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, Recycling & Waste Management, Water Management*)
- Planning & Development Services (*Community & Regional Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)

Strategic Services


Prepared by:

Reviewed by:



Louise Knodel-Joy
Senior Engineering Technologist

Not Applicable
Not Applicable



Hamid Hatami, P. Eng.
General Manager

ATTACHMENTS: N/A



STAFF REPORT TO COMMITTEE

DATE OF REPORT July 20, 2017

MEETING TYPE & DATE Electoral Area Services Committee Meeting of August 2, 2017

FROM: Recycling & Waste Management Division
Engineering Services Department

SUBJECT: Addition of Electoral Area G Saltair (excluding Gulf Islands) to CVRD Bylaw No. 3716 – Smoke Control Regulation Bylaw, 2013

FILE: 0540-20-EAS/05

PURPOSE/INTRODUCTION

The purpose of this report is to obtain the Committee's approval for the amendment of the Cowichan Valley Regional District (CVRD) backyard burning bylaw (Bylaw No. 3716 – Smoke Control Regulation Bylaw, 2013) to include Electoral Area G (excluding Gulf Islands).

RECOMMENDED RESOLUTION

That it be recommended to the Board that "CVRD Bylaw No. 3716 – Smoke Control Regulation Bylaw, 2013", be amended to include Electoral Area G - Saltair (excluding Gulf Islands).

BACKGROUND

On July 23, 2014 the CVRD Engineering Services Committee recommended that staff amend "CVRD Bylaw No. 3716 – Smoke Control Regulation Bylaw, 2013" to include Electoral Area G – Saltair.

ANALYSIS

A series of community meetings have been held in Saltair and on Thetis Island from 2015 up to June, 2017, to gauge community interest regarding the proposed bylaw amendment. As a result of the consultation it is recommended that the bylaw amendment include Electoral Area G (Saltair), but exclude Gulf Islands.

FINANCIAL CONSIDERATIONS

There are no significant up-front costs associated with the bylaw amendment, although advertising in the affected community will be required, along with, potentially, an increased enforcement presence for education and awareness. These costs can be managed within existing budgets.

COMMUNICATION CONSIDERATIONS

Online and print advertising is recommended prior to the start of the fall burning season, which typically begins in October. This will be important to ensure residents are aware of the regulations and ensure burning is done legally and safely. While messaging applies to residents in all areas covered by Bylaw No. 3716, it will be especially important to ensure that Area G residents are aware of the change.

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, F 49 ties & Transit*)

- Corporate Services (*Finance, Human Resources, Legislative Services, Information Technology, Procurement*)
- Engineering Services (*Environmental Services, Recycling & Waste Management, Water Management*)
- Land Use Services (*Community & Regional Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)
- Strategic Services

Prepared by:



Harmony Huffman
Senior Environmental Technologist

Reviewed by:



Jason Adair
A/Manager



Hamid Hatami, P. Eng.
General Manager

ATTACHMENTS:

Attachment A – Draft Bylaw No. 4143 – A Bylaw to Amend Smoke Control Regulation Bylaw No. 3716



COWICHAN VALLEY REGIONAL DISTRICT

BYLAW No. 4143

A Bylaw to Amend Smoke Control Regulation Bylaw No. 3716

WHEREAS the Board of the Cowichan Valley Regional District established a service for *Control and Regulation of Air Pollution* under the provision of CVRD Bylaw No. 3258, cited as "CVRD Bylaw No. 3258 – Air Pollution Control Service Establishment Bylaw, 2009", and enacted Regulations to control nuisance smoke pollution under "CVRD Bylaw No. 3716 – Smoke Control Regulation Bylaw, 2013";

AND WHEREAS the Board of the Cowichan Valley Regional District wishes to amend CVRD Bylaw No. 3716 to include Electoral Area G – Saltair, (excluding Gulf Islands) as a participant under the Regulation;

NOW THEREFORE the Board 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. 4143 – Smoke Control Regulation Amendment (Area G - Saltair) Bylaw, 2017**".

2. AMENDMENT

That Bylaw No. 3716 be amended by deleting the word "and" after the word "Bay" in the second sentence of Section 3 – Participating Areas; and inserting "; and Area G – Saltair (excluding Gulf Islands)," following the words "Area E – Cowichan Station/Sahtlam/Glenora" in the same section of the 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

