



## ELECTORAL AREA SERVICES COMMITTEE MEETING AGENDA

WEDNESDAY, JANUARY 17, 2018

BOARD ROOM

175 INGRAM STREET, DUNCAN, BC

1:30 PM

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	<u>PAGE</u>
<b>1. <u>APPROVAL OF AGENDA</u></b>	
<b>2. <u>ADOPTION OF MINUTES</u></b>	
M1 Regular Electoral Area Services Committee meeting of December 20, 2017	1
<b>Recommendation</b> That the minutes of the regular Electoral Area Services Committee meeting of December 20, 2017, be adopted.	
<b>3. <u>BUSINESS ARISING FROM THE MINUTES</u></b>	
<b>4. <u>PUBLIC INPUT PERIOD</u></b>	
<b>5. <u>DELEGATIONS</u></b>	
D1 Dorothea Siegler, Cowichan Valley Citizens for Safe Technology, Re: Microtransmitters are they Safe	3
<b>6. <u>CORRESPONDENCE</u></b>	
C1 Grant-in-Aid Request - Electoral Area B - Shawnigan Lake Re: Shawnigan Residents Association	13
<b>Recommendation</b> That it be recommended to the Board that a Grant-in-Aid, Electoral Area B - Shawnigan Lake, in the amount of \$5,000 be provided to Shawnigan Residents Association to support the work they are conducting to protect the watershed.	
C2 Grant-in-Aid Request, Electoral Area C - Cobble Hill Re: 1st Cobble Hill Scouts	17
<b>Recommendation</b> That it be recommended to the Board that a Grant-in-Aid, Electoral Area C - Cobble Hill, in the amount of \$200 be provided to 1st	

Cobble Hill Scouts to aid in the removal of broom at Princess Avenue and Fairfield Road for community service.

- C3 Grant-in-Aid Request, Electoral Area C - Cobble Hill Re: Cobble Hill Farmers Market 19

**Recommendation** That it be recommended to the Board that a Grant-in-Aid, Electoral Area C - Cobble Hill, in the amount of \$2,000 be provided to Cobble Hill Farmers Market to support the creation of a new Farm Market in South Cowichan.

- C4 Grant-in-Aid Request, Electoral Area D - Cowichan Bay Re: Frances Kelsey Secondary School 23

**Recommendation** That it be recommended to the Board that a Grant-in-Aid, Electoral Area D - Cowichan Bay, in the amount of \$1,000 be provided to Frances Kelsey Secondary School for a 2018 Bursary to a graduating student residing in Electoral Area D.

**7. INFORMATION**

- IN1 1. Electoral Area A - Mill Bay/Malahat Advisory Planning Commission Minutes- January 4, 2018; 25  
2. 2. Electoral Area E - Cowichan Station/Sahtlam/Glenora Advisory Planning Commission Minutes - December 12, 2017; and  
3. 3. Electoral Area G - Saltair/Gulf Islands Advisory Planning Commission - December 19, 2017.

**Recommendation** For information

**8. REPORTS**

- R1 Application No. 02-I-17DP/VAR (9172 Meades Creek Road) - Report from Development Services Division 29

**Recommendation** That it be recommended to the Board:  
1. That Development Permit with Variance Application No. 02-I-17DP/VAR (9172 Meades Creek Road) be approved;  
2. That Zoning Bylaw No. 2465 Section 5.12.4 (Setbacks) be varied from 3.0 metres to 1.0 metre for proposed new carport; to 0.83 metres for proposed new stairs; to 0.3 metres for the existing southeast corner of the dwelling; to 1.0 metre for the existing accessory building; and to 1.67 metres for existing roof



- structural supports; and
3. 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. 2650.

R2 2017 Inspection & Enforcement Division Year End Building Report - Report from Inspection & Enforcement Division 67

**Recommendation** For information.

R3 2017 Year End Bylaw Enforcement Report - Report from Inspection & Enforcement Division 73

**Recommendation** For information.

R4 First Floor Renovation - Report from General Manager, Land Use Services Department 77

- Recommendation** That it be recommended to the Board:
1. That a maximum of \$300,000 in short term borrowing for the purpose of Ingram Street first floor building renovations be approved and that the loan be paid back over five years pursuant to Liabilities under Agreements Section 175 of the *Community Charter*; and
  2. That the 2018 Capital Building Improvements budget be amended to \$300,000 and increase the Capital Short Term Borrowing costs by \$300,000.

R5 Honeymoon Bay Water System Service Area Exclusion - South Shore Road - Water Management Division 79

- Recommendation** That it be recommended to the Board:
1. That the Certificates of Sufficiency confirming that a sufficient petition requesting exclusion from the Honeymoon Bay Water System Service Area, the Honeymoon Bay Water System Debt Repayment Service Area (Sutton Creek); and the Honeymoon Bay Well No. 2 Debt Repayment Service Area be received;
  2. That CVRD Bylaw No. 1588 cited as "CVRD – Honeymoon Bay Local Service (Community Water Supply and Distribution) Establishment Bylaw No. 10, 1993" be amended to exclude PID 005-186-501, Lot 1, Plan 10260, Section 13, Renfrew District, (Situated in Cowichan Lake District);

3. That "CVRD Bylaw No. 2967 – Honeymoon Bay Water System Debt Repayment Service Establishment Bylaw, 2007" be amended to exclude PID 005-186-501, Lot 1, Plan 10260, Section 13, Renfrew District, (Situated in Cowichan Lake District);
4. That "CVRD Bylaw No. 3980 – Honeymoon Bay Well No. 2 Debt Repayment Service Establishment Bylaw, 2016" be amended to exclude PID 005-186-501, Lot 1, Plan 10260, Section 13, Renfrew District, (Situated in Cowichan Lake District);
5. That amendment bylaws be forwarded to the Board for consideration of three readings and upon registration of a "no-build" covenant on PID 005-186-501, be considered for adoption; and
6. That the request from the owners of PID 005-186-501, Lot 1, Plan 10260, Section 13, Renfrew District, (Situated in Cowichan Lake District), to refund their 2017 parcel taxes (\$576.43 including 5.25% Surveyor of Taxes fee) for the above noted service areas be denied.

9. **UNFINISHED BUSINESS**

10. **NEW BUSINESS**

NB1 Verbal Report from Chair Morrison, Re: Catalyst Paper Corporation's Application for a 10 Year Water License under the *Water Sustainability Act*

11. **QUESTION PERIOD**

12. **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.

13. **ADJOURNMENT**

The next Electoral Area Services Committee Meeting will be held Wednesday, February 7, 2018 at 1:30 PM, in the Board Room, 175 Ingram Street, Duncan, BC.

**Committee Members**

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

Director K. Davis  
Director M. Dorey  
Director L. Iannidinaro

Director K. Kuhn  
Director A. Nicholson  
Director M. Marcotte

Minutes of the Electoral Area Services Committee Meeting held on Wednesday, December 20, 2017 in the Board Room, 175 Ingram Street, Duncan BC at 1:31 PM.

**PRESENT:** Director I. Morrison, Chair  
Director M. Clement  
Director K. Davis  
Director M. Dorey  
Director L. Iannidinardo  
Director K. Kuhn  
Director M. Marcotte  
Director A. Nicholson < after 1:40 PM>  
Alternate Director D. Procter

**ALSO PRESENT:** B. Carruthers, Chief Administrative Officer  
R. Blackwell, General Manager, Land Use Services  
M. Tippett, Manager, Community Planning  
R. Conway, Manager, Development Services  
I. MacDonald, A/Manager, Inspections & Enforcement  
S. Herrera, Planner II  
R. Rondeau, Planner II  
K. Madge, Recording Secretary

**ABSENT:** Director S. Acton

**APPROVAL OF AGENDA**

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

**CSNB1 Verbal Report from the A/Manager, Inspections & Enforcement Division, Re: Potential Litigation {Sub (1)(g)}; and**

**that the agenda, as amended, be approved.**

**MOTION CARRIED**

**ADOPTION OF MINUTES**

**M1** Regular Electoral Area Services Committee meeting of December 6, 2017

**It was moved and seconded**

- 1. That the minutes of the regular Electoral Area Services Committee meeting of December 6, 2017, be adopted,**
- 2. That the resolution from the regular Electoral Area Services Committee meeting of December 6, 2017, adopting the November 15, 2017 regular Electoral Area Services Committee meeting minutes be rescinded.**

**MOTION CARRIED**

**M2** Regular Electoral Area Services Committee meeting of November 15, 2017

**It was moved and seconded that the minutes of the Regular Electoral Area Services Committee meeting of November 15, 2017 be adopted.**

**MOTION CARRIED**

## **INFORMATION**

**IN1** The following items 1 through 3 were received for information:  
 1. Area A Advisory Planning Commission Minutes - December 7, 2017;  
 2. Area D Parks Commission Minutes - November 20, 2017; and  
 3. Area H Special Parks Commission Minutes - December 7, 2017.

## **REPORTS**

**R1** Development Permit Application No. 08-B-17DP (2699 Courtney Way) - Report from Development Services Division

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

- 1. That Development Permit Application No. 08-B-17DP (2699 Courtney Way) 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** Rezoning Application No. 01-B-17RS (1975 Renfrew Road) - Report from Development Services Division

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

- 1. That amendment bylaws for Rezoning Application No. 01-B-17RS (1975 Renfrew Road) be forwarded to the Board for consideration of 1st and 2nd reading and;**
- 2. That the referrals to BC Transit, Island Health, Shawnigan Lake Volunteer Fire Department, Ministry of Transportation and Infrastructure, Agricultural Land Commission and RCMP be accepted; and**
- 3. That a public hearing be scheduled with Directors from Electoral Areas A, B and C as delegates.**

**MOTION CARRIED**

**R3** Requisition Limit Increase - Electoral Area H - North Oyster/Diamond - Function 350 Fire Protection North Oyster - Report from Public Safety Division

**It was moved and seconded that it be recommended to the Board that a bylaw be prepared to amend "CVRD Bylaw No. 3573 - Electoral Area H – North Oyster Local Service (Fire Protection) Area Establishment Bylaw", to increase the maximum annual requisition limit by 25%.**

**MOTION CARRIED**

**CLOSED SESSION**

**1:55 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 Sub (1)(g) Litigation (3 Items); Sub (1)(l) Legal Opinion; and adoption of the Closed Session Electoral Area Services Committee Minutes of December 6, 2017.

**MOTION CARRIED**

**RISE FROM CLOSED SESSION**

**3:21 PM** It was moved and seconded that the Committee rise, without report, and return to the open portion of the meeting.

**MOTION CARRIED**

**ADJOURNMENT**

**3:21 PM** It was moved and seconded that the meeting be adjourned.

**MOTION CARRIED**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Recording Secretary

Dated: \_\_\_\_\_



## Jennifer Hughes

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**From:** noreply@civicplus.com  
**Sent:** December 6, 2017 1:02 PM  
**To:** Jennifer Hughes; Kylie Madge; Mary Anne McAdam  
**Subject:** Online Form Submittal: Electoral Area Services Committee

### Electoral Area Services Committee

#### Request to Appear as a Delegation at the Electoral Area Services Committee

Electoral Area Services Committee meetings are held on the first and third Wednesdays of the month at 1:30 p.m.

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 Electoral Area Services Committee. 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	1/17/2018
Contact Information	
Contact Name	Dorothea Siegler
Representing	Cowichan Valley Citizens for Safe Technology
Number Attending	3
Address	2391 First Ave.
City	Cowichan Station
Province	BC British Columbia
Postal Code	V9L 6M5
Telephone Number	2507487124
Reply Email	<a href="mailto:dorotheasiegler@gmail.com">dorotheasiegler@gmail.com</a>
Presentation Topic and Nature of Request	Microtransmitters Are they safe? How many have already been installed and are they already in use? How are other municipalities reviewing applications for installation?
Do you have a PowerPoint presentation?	Yes

## Jennifer Hughes

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**From:** dorothea siegler <dorotheasiegler@gmail.com>  
**Sent:** January 3, 2018 1:43 PM  
**To:** Jennifer Hughes  
**Subject:** film link for microwave exposure

Jennifer,

Here is our latest info. We would very much appreciate that a few of the directors have seen the Magda Havas film in its entirety (52 min.) before we meet on Jan 17.

Thanking you in advance for your support around the proliferation of microwave radiation in our locality, and the subsequent concerns for cancer.

Sincerely,  
Dorothea

December 31

Dear family and friends,

I am writing today because I am connected to you by a common vision--the vision of a just world and a greener future. I know all of you in some personal way. Here in the Cowichan Valley we actively work towards this dream. We all have particular gifts to realize this dream.

We, the Cowichan Citizens for Safe Technology need your help. We need you now in the coming months. I will be brief to explain.

We have a concern for our health and for the environment. Currently, some of us have chosen to live far from cell towers. The telecommunications industry has plans to eliminate cell towers and place micro transmitters every 2-10 houses. This plan is for urban centres but could spread to other areas. This would saturate microwave radiation into the environment. We would no longer have a choice as to how much radiation we are exposed to.

In 2011, 30 scientists from the World Health Organization in Lyons France, declared that microwave radiation...from phones, from wi-fi, from towers, I-pads etc...is possibly carcinogenic, and in the same category of concern as DDT and lead. We are including in the email several links. The one which summarizes which studies this decision was based on is the first one. Please take 52 minutes to watch it soon. You will be so thankful you did.

Other countries are doing much to protect citizens, for example, France will ban cell phones from schools starting Sept 2018. In Canada we are exposed to about 1,000 times more radiation than Europeans are....the study on rats done by the US military showed a dramatic increase in tumours while exposed to very low levels of radiation (this info in the film).

A few of us hope to meet with Alistair MacGregor to help change our inadequate laws. We need your awareness and support. We hope to show a film on Thursday, Feb 1 and will be in touch.  
The trailer for the film we would like to show is the last link.

<https://www.youtube.com/watch?v=AE0cB7Svhvw>

<http://www.herouville.net/Le-retrait-du-Wifi-dans-les-ecoles>

<http://www.next-up.org/pdf/FranceNationalLibraryGivesUpWiFi07042008.pdf>

**<https://youtu.be/h7R4gKs8ViI>**

Happy New Year! May our dreams come true.  
Dorothea Siegler, on behalf of Cowichan Citizens for Safe Technology



## ELECTROMAGNETIC POLLUTION.

### APPEALS AND INTERNATIONAL DECLARATIONS BY SCIENTISTS AND PROFESSIONAL ORGANIZATIONS

**EN:** Since 1998, conferences and both medical and scientific declarations worldwide, in line with the ALARA principle (As Low as Reasonably Achievable), call to apply the precautionary principle and criteria more restrictive limits to the growing evidence of the non-thermal effects of exposure to no-ionizing radiation at all frequencies:

**FR:** Depuis 1998, les conférences et les déclarations médicales et scientifiques du monde entier appellent à appliquer le principe de précaution en conformité avec le principe ALARA (aussi bas que raisonnablement possible), avec des limites et des critères plus restrictifs face une grandissant évidence des effets non thermiques de l'exposition aux rayonnements non ionisants à toutes les fréquences:

**ES:** Desde 1998, conferencias y declaraciones médicas y científicas de todo el mundo llaman a aplicar el principio de precaución en la línea del principio ALARA (tan bajo como sea razonablemente posible), con límites y criterios más restrictivos ante una creciente evidencia de los efectos no térmicos de la exposición a la radiación no ionizante en todas las frecuencias:

**IT:** Dal 1998, conferenze e dichiarazioni mediche e scientifiche in tutto il mondo, chiedono l'applicazione del principio di precauzione in linea con il principio ALARA ("al minimo ragionevolmente possibile"), con limiti e criteri volto più restrittiva della crescente evidenza di effetti non termici dell'esposizione alle radiazioni non ionizzanti su tutte le frequenze:

**PT:** Desde 1998, conferências e declarações médicas e cientistas de todo o mundo chamam a aplicar o princípio de precaução na linha do princípio ALARA (tão baixo como seja razoavelmente possível), com limites e critérios mais restritivos ante uma crescente evidência dos efeitos não térmicos da exposição à radiação não ionizante em todas as frequências:

#### 2016

July 2016. EUROPAEM EMF Guideline 2016 for the prevention, diagnosis and treatment of EMF-related health problems and illnesses. [English](#)

Mai 2016. BioInitiative Information note on the Report of Partial Findings from the National Toxicology Program Carcinogenesis Studies of Cell Phone Radiofrequency Radiation: [English](#)

#### 2015

December 2015. 10 medical cellphone-rules, Vienna College of Physicians: [English](#), [German](#), [Spanish](#), [Galician](#), [Catalan](#)

January 2015. International Scientists Appeal to U.N. to Protect Humans and Wildlife from Electromagnetic Fields and Wireless Technology 2015. As of July 25, 2016, the Appeal has 222 signatures from 41 nations. All of these scientists have published peer-reviewed papers on the biological or health effects of non-ionizing radiation, part of the EMF spectrum that includes Extremely Low Frequency fields (ELF) used for electricity, or Radio Frequency radiation (RFR) used for wireless communications. See <https://emfscientist.org/>. See the International Scientists Appeal: [Arabic](#), [Chinese](#), [Farsi](#), [Finnish](#), [French](#), [English](#), [German](#), [Greek](#), [Hebrew](#), [Italian](#), [Japanese](#), [Korean](#), [Norwegian](#), [Polish](#), [Portuguese](#), [Spanish](#), [Swedish](#), [Turkish](#).

September 2014. Canadian Doctors Declaration to Health Canada: [English](#)

July 2014. Scientific Declaration to Health Canada (International Doctors): [English](#)

June 2014. BabySafe Project: Joint Statement on Pregnancy and Wireless Radiation: [English](#).  
See signatories: [English](#)

April 2014. Press Releases of the BioInitiative Working Group The BioInitiative Report on “New Studies Show Health Risks from Wireless Tech”: [English](#)

March 2014. Open letter by British medical doctors: Health and safety of Wi-Fi and mobile phones: [English](#)

## 2013

July 2013. 10 medical cellphone-rules, Vienna College of Physicians.: [English](#), [German](#), [Castilian](#)

June 2013. European Manifesto in Support the ECI, for a regulation of EMF exposure, which truly protects public health, that was signed by scientists, researchers and experts, as well as professional bodies and associations and representatives of civil society organizations coming from 26 countries: [Catalan](#), [English](#), [French](#), [Galician](#), [Italian](#), [Portuguese](#), [Spanish](#). See signatories: [English](#)

April 2013. The Potenza Picena Resolution, Italy: [English](#), [Italian](#)

January 2013. Press Releases of the BioInitiative Working Group 2012: [English](#), [Castilian](#), [Galego](#)

## 2012

October 2012. The International Doctors’ Appeal 2012 of Freiburg. 10 Years Freiburg Appeal: Wireless Radiation Poses a Health Risk. Physicians Demand Overdue Precaution!. Germany: [English](#), [German](#), [Castilian](#), [Galician](#)

June 2012. The Declaration of the Russian National Committee on Non-Ionizing Radiation Protection (RNCNIRP): [English](#), [Castilian](#), [Galician](#), [Ruso \(video\)](#) -

June 2012 – The Declaration of the Official Association of Biologists of Galician: [Galician](#), [Spanish](#)

May 2012.

The Declaration of the Official Association of Biologists of Galician: [Spanish](#), [Galician](#)

Dr. Magda Havas Open Letter to Parents, Teachers, School Boards, Toronto, Canada: [English](#)

June 2012. Resolution on Electromagnetic Health adopted by the 2012 Health Freedom Congress in Schaumburg (Illinois), USA: [English](#)

March 2012:

The Declaration of the Association of Physicians for the Environment (MfE) of Switzerland: [German](#), [French](#), [Castilian](#), [Galician](#)

The Consensus paper of the Austrian Medical Association’s EMF Working Group (ÖÄK AG-EMF): Guideline for the diagnosis and treatment of EMF-related health problems and illnesses (EMF syndrome). Austria: [German](#), [English](#), [Spanish](#)

January 2012. The Declaration of American Academy of Environmental Medicine: [English](#), [Castilian](#)

January 2012. Press Releases of the BioInitiative Working Group: [English](#)

## 2011

August 2011. The Letter of Professor Olle Johansson. Karolinska Institute Stockholm, Sweden: [English](#), [French](#), [Castilian](#)

June 2011. The Open Letter of Professor María Jesús Azanza and Professor Agustin del Moral. University Zaragoza, Spain: [English](#), [Spanish](#),

May 2011. The International Agency for Research on Cancer (IARC) classifies radiofrequency electromagnetic fields as possibly carcinogenic to humans: [English](#), [Spanish](#),

April 2011. Resolution of Russian National Committee on Non-Ionizing Radiation Protection, “electromagnetic fields from mobile phones: health effect on children and teenagers”. Moscow: [English](#)

## 2010

October 2010 – The Copenhagen Resolution: [German](#), [French](#), [Castilian](#), [Galician](#)

April 2010. Wuerzburg International Appeal. Germany: [German](#), [English](#), [Japanasse](#)

## 2009

November 2009 - The Resolution of Stavanger, Norway: [English](#)

November 2009 – Scientific Panel on Electromagnetic Field Health Risks: Consensus Points, Recommendations, and Rationales. Seletun, Norway: [English](#), [Castilian](#), [Galician](#). Article published in Oct-Dec 2010 and diffused in 2011: [English](#)

November 2009 - Electromagnetic Radiation Impacts on Human Health Scientific Conference in Golden, Colorado Colorado, USA: [English](#)

May 2009 - The Porto Alegre Resolution, Brazil: [English](#), [Portuguese](#), [Galician](#), [Castilian](#)

March 2009:

The Declaration of Paris, France: [Castilian](#), [Galician](#), [French](#), [English](#)

The opinion of Russian National Committee on Non-Ionizing Radiation Protection: [English](#), [Spanish](#), [Galician](#)

Dutch Appeal

## 2008

July 2008. Advice from University of Pittsburgh Cancer Institute on the Use of Cell Phones, USA: [English](#). June 2008. The ICEMS Venice Resolution, Italy: [English](#), [French](#), [Greek](#), [Galician](#), [German](#), [Spanish](#)



June 2008 –The International Doctors’ Appeal concerning the use of mobile phones: [French](#), [Castilian](#), [Galician](#)

April 2008 – The Declaration of the Russian National Committee on Non-Ionizing Radiation Protection (RNCNIRP): [English](#), [Castilian](#), [Galician](#),

## 2007

December 2007 - The Venice Resolution Initiated by the International Commission for Electromagnetic Safety: [English](#), [Castilian](#), [Galician](#)

November 2007 - The London Resolution, United Kingdom: [English](#), [Castilian](#), [Galician](#)

September 2007 - Press Releases of the BioInitiative Working Group: [English](#)

May 2007. Schlüchterner Doctor’s’ Appeal on "Risks of Mobile Telecommunication", Germany: [German](#)

January 2007 Brussels Appeal, Belgium: [French](#), [Flemish](#), [German](#), [Spanish](#). See [press release](#)

## 2006

Novembre 2006: WiMax Appeal, Germany: German ([1](#), [2](#))

October 2006. The Mobile phone Doctors appeal of Lake Constance-Upper Swabia-Allgäu (Mobilfunk Ärzteappell Allgäu-Bodensee-Oberschwaben), Germany: German ([1](#), [2](#)). See [web site](#). See [signatories](#).

February 2006 - Benevento Resolution, Italy: [English](#), [Castilian](#), [Portuguese](#), [Galician](#)

## 2005

November 2005:

The Coburg Appeal, Germany: [German](#)

The Haibacher Appeal, Germany: [German](#)

The Pfarrkirchner Appeal, Germany: [German](#)

The Oberammergauer Appeal, Germany: German ([1](#), [2](#))

September 2005. The Freienbach Appeal, Switzerland: German ([1](#), [2](#), [3](#))

July 2005. The Lichtenfels Appeal, Germany: German ([1](#), [2](#))

May 2005:

The Hofer appeal, Germany: [German](#) ([1](#), [2](#))

The Stockacher appeal, Germany: [German](#)

Mars 2005. The Saarland appeal, Germany: [German](#)

February 2005. Vancouver School Board Resolution: [English](#)

January 2005. The Helsinki Appeal, Finland: [English, Castilian, Galician](#)

Parish Kirchner Appeal

#### **2004**

September 2004. The Maintal Doctor's Appeal of, Germany: German ([1](#), [2](#))

August 2004:

The Bamberg Appeal, Germany: [German, Castilian, Galician](#)

The International Association of Fire Fighters Resolution on Cell Towers: [English](#)

#### **2003**

December 2003. Call of the Swiss doctors for environmental protection (AefU) in favor of a UMTS moratorium, was supported by the Swiss Medical Association (FMH) and the broad alliance with a mobile phone benign [Swiss Energy Foundation (SES), Swiss Foundation for Landscape Conservation (SL), WWF Switzerland, Greenpeace Switzerland, Foundation for Consumer Protection (SKS)]. Switzerland: German ([1](#), [2](#))

#### **2002**

May 2002 – The Alcalá Declaration. Alcalá de Henares, Spain: [Castilian](#)

September 2002 – Catania Resolution, Italy: [English, Castilian, Galician, Portuguese, Italian](#)

October 2002 - Freiburg Appeal, Germany: [German, English, Castilian, Galician, Portuguese](#)

#### **2001**

September 2001. Opinion of the Russian National Committee on Non-Ionizing Radiation Protection about the question of biological effects of the electromagnetic fields of cell phones: English ([1](#), [2](#))

June 2001. The International Agency for Research on Cancer (IARC) classifies extremely Low-frequency electromagnetic fields as possibly carcinogenic to humans: [English](#)

#### **2000**

May 2000 - Stewart Report on Mobile Phones and Health, UK: [English](#)

June 2000 – Roccaraso Resolution, Italy: [English, Castilian, Galician](#)

June 2000 - Salzburg Resolution on Mobile Telecommunication Base Stations, Austria: [English, Castilian, Galician](#)

#### **1998**

October 1998 – Vienna EMF-Resolution, Austria: [English, Castilian, Galician](#)

## LIST OF RECOMMENDATIONS

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### Recommendation 1

That the Government of Canada, in collaboration with the health departments of the provinces and territories, examine existing cancer data collection methods to improve the collection of information relating to wireless device use and cancer.

### Recommendation 2

That Statistics Canada consider including questions related to electromagnetic hypersensitivity in the Canadian Community Health Survey.

### Recommendation 3

That the Government of Canada, through the Canadian Institutes of Health Research, consider funding research into electromagnetic hypersensitivity testing, diagnosis and treatment, and its possible impacts on health in the workplace.

### Recommendation 4

That the Canadian Medical Association, the Royal College of Physicians and Surgeons, the College of Family Physicians of Canada and the World Health Organization consider updating their guidelines and continuing education materials regarding the diagnosis and treatment of electromagnetic hypersensitivity to ensure they are based on the latest scientific evidence and reflect the symptoms of affected Canadians.

### Recommendation 5

That the Government of Canada continue to provide reasonable accommodations for environmental sensitivities, including electromagnetic hypersensitivity, as required under the *Canadian Human Rights Act*.

### Recommendation 6

3 That Health Canada ensure the openness and transparency of its processes for the review of Safety Code 6, so that all Canadians have an opportunity to be informed about the evidence considered or excluded in such reviews, that outside experts are provided full information when doing independent reviews, and that the scientific rationale for any change is clearly communicated.

### Recommendation 7

That the Government of Canada establish a system for Canadians to report potential adverse reactions to radiofrequency fields.

### Recommendation 8

That an independent scientific body recognized by Health Canada examine whether measures taken and guidelines provided in other countries, such as France and Israel, to limit the exposure of vulnerable populations, including infants, and young children in the school environment, to radiofrequencies should be adopted in Canada.

### Recommendation 9

That the Government of Canada develop an awareness campaign relating to the safe use of wireless technologies, such as cell phones and Wi-Fi, in key environments such as the school and home to ensure that Canadian families and children are reducing risks related to radiofrequency exposure.

### Recommendation 10

That Health Canada conduct a comprehensive review of all existing literature relating to radiofrequency fields and carcinogenicity based on international best practices.

### Recommendation 11

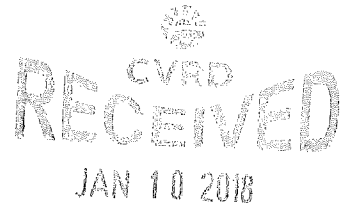
That the Government of Canada, through the Canadian Institutes of Health Research, consider funding research into the link between radiofrequency fields and potential health effects such as cancer, genetic damage, infertility, impairment to development and behaviour, harmful effects to eyes and on the brain, cardiovascular, biological and biochemical effects.

### Recommendation 12

That the Government of Canada and manufacturers consider policy measures regarding the marketing of radiation emitting devices to children under the age of 14, in order to ensure they are aware of the health risks and how they can be avoided.







COWICHAN VALLEY REGIONAL DISTRICT

Finance Division

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

Submitted by Director Acton Area B

Grantee: \_\_\_\_\_ Grant Amount \$ 5000

NAME: Shawnigan Residence Association

ADDRESS: 392 Shawnigan Lake Rd,  
Shawnigan Lake, BC  
VOR 2W0 PO Box 392.

Contact Phone No: 250-483-4739

PURPOSE OF GRANT: Support for the work the  
Shawnigan Research Group is  
conducting to protect the  
watershed. see attachment plan.

REQUESTED BY: [Signature]  
 Director's Signature

ACCOUNT NO.	AMOUNT
<u>01-2-1950-0387-112</u>	<u>5000.00</u>

**FOR FINANCE USE ONLY**

BUDGET APPROVAL [Signature]

Approval at Regional Board Meeting of \_\_\_\_\_

Finance Authorization \_\_\_\_\_

## **Shawnigan Research Group (SRG) –Briefing for Monitoring Shawnigan Lake Watershed**

The Shawnigan Research Group is comprised of individuals with varied but complementary backgrounds that have an interest in the Shawnigan Lake Watershed. The purpose of this Group is to carry out research regarding the Shawnigan Watershed and to monitor this Watershed. What is being monitored are the large number of landfill sites within the Shawnigan Lake Watershed, including the Permitted contaminated soil landfill site off Stebbings Road. The information developed is forwarded to the Shawnigan Residents Association, the Regional Director and the Ministry of Environment. In the past year this Group has had extensive interactions with the Ministry of Environment (and Climate Change Strategy) regarding the contaminated soil landfill site in the Watershed pointing out specifics in how the Ministry is wrong in its assessment that the contaminated soil landfill site is not harming the environment.

### **Proposed Water Quality Testing**

A water quality and sediment quality study has been designed to carry on from previous monitoring of the Shawnigan Lake watershed. Ministry of Environment conducted a study of South Shawnigan Creek in support of environmental monitoring in 2016. Previous lake studies date back to 1984. The SRG program uses the same locations for sites in South Shawnigan Creek, McGee Creek, West Arm Inflow Creek, Shawnigan Lake (three basins), and Shawnigan Creek outflow at the weir structure. In total, 18 water sampling stations have been identified: one at each stream site and two – surface and bottom - each lake station. Sediment sampling is restricted to five stations on South Shawnigan Creek and one in the south basin of Shawnigan Lake. The program includes replicate sampling at some stations to address quality assurance / quality control (QA/QC) requirements for these types of programs.

Sample parameters include general measurement of water quality such as temperature, pH, conductivity, dissolved oxygen, lake elevation, Secchi depth and chlorophyll *a*. Pollutants to be measured include total and dissolved metals, polycyclic aromatic hydrocarbons (PAH) and other petroleum hydrocarbons (LEPH/ HEPH). These general scans may result in more specific pollutant measurement if indications are that this is warranted. Currently the SRG and the Director are working to obtain funding for the broad scope from the CVRd and the province on the above program.

### **Budget**

The technical work will be conducted by professional members of the community with specific credentials for this type of monitoring. Budget is required to support third party laboratory analysis – note that equipment and labour are donated. A budget of \$5,000 would give the SRG the ability to conduct testing and consult experts such as Hydrogeologists should the Team feel they need third party input.

The Shawnigan Residents Association (SRA) has agreed to support the work of the SRG an account has been set up and funds can be reimbursed upon approval from Bernhard Juurlink and David Hutchinson. The group will continue to update and report back to the community, the Director, the SRA and the CVRD.



Dec 4, 2017

C2



CVRD RECEIVED DEC 14 2017

COWICHAN VALLEY REGIONAL DISTRICT

Finance Division

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

Submitted by Director Mattens Clement Area C

Grantee: \_\_\_\_\_ Grant Amount \$ 200.00

NAME: 1st Cobble Hill Scouts (cheque to Scouts Canada)

ADDRESS: c/o Boleyn Relova  
3625 Holland Ave, Cobble Hill, BC V0R 1L3

Contact Phone No: 250-929-4988 boleyn\_relova@hotmail.com  
Boleyn Relova, Colony Scouter  
for Beavers

PURPOSE OF GRANT: \_\_\_\_\_  
To remove broom at Princess Avenue & Fairfield for  
community service. Funds for loppers, garbage bags,  
pizza for volunteers.

REQUESTED BY: [Signature]  
 Director's Signature

ACCOUNT NO.	AMOUNT
<u>01-2-1950-0436 113</u>	<u>200.00</u>

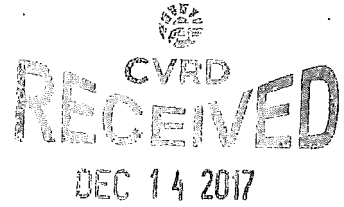
**FOR FINANCE USE ONLY**

BUDGET APPROVAL [Signature]

Approval at Regional Board Meeting of \_\_\_\_\_

Finance Authorization \_\_\_\_\_





COWICHAN VALLEY REGIONAL DISTRICT Finance Division

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

Submitted by Director Clement Area C

Grantee: \_\_\_\_\_ Grant Amount \$ 2000

NAME: Cobble Hill Farmers Market

ADDRESS: PO 491 Shawigan Lake VOR 2W0

Contact Phone No: 250-743-2912 Alison Philip

PURPOSE OF GRANT: \_\_\_\_\_

REQUESTED BY: [Signature]  
Director's Signature

ACCOUNT NO.	AMOUNT
<u>01-2-1950-0437-113</u>	<u>2000.00</u>

**FOR FINANCE USE ONLY**

BUDGET APPROVAL [Signature]

Approval at Regional Board Meeting of \_\_\_\_\_

Finance Authorization \_\_\_\_\_

November 9, 2017

To the Attention of :

Matteus Clement, CVRD Area Director for Cobble Hill

My name is Alison Philp and I am on the Committee that has been working over the past 10 months to get a new Farmers Market up and running in South Cowichan. We had a very successful season and are moving forward with formalizing our organization and operations with an eye toward registering with BCAFM (BC Association of Farmers Markets) in the Spring of 2018. We have been working as a committee under the umbrella of the Cobble Hill Events Society and have been located in the Cobble Hill Commons CVRD park which was a temporary arrangement for which we were most grateful. We have been communicating with the Shawnigan Cobble Hill Farmers Institute and Agricultural Society and have secured a permanent location on their property (The Cobble Hill Fairgrounds) for 2018 onwards.

As Chair of the Committee I have spoken with Amy Melmock at the EDC and, among other things, she recommended that we look into applying for a Grant in Aid to provide bridge funding to assist us in moving forward. The Cobble Hill Farmers Market plans to be fully self-sustaining and will work toward assisting local small farmers and home based businesses. It will add to the local food economy and provide a source for fresh local goods, reduce environmental impacts, support the regeneration of the village of Cobble Hill, improve community spirit by providing a 'gathering' space, and invigorate people to shop locally at the area's many small businesses.

Funding would help to support some of our needs moving forward;

\$200 2 10 x 10 tents

\$200 20 folding chairs

\$250 BC Assoc of Farmers Markets Membership Fee

\$300 Liability Insurance (through BCAFM)

\$500 Signage

\$300 Website (registrations and hosting for 6 months )

\$250 Advertising

We sincerely appreciate your consideration and look forward to hearing from you.



Alison Philp  
Committee Chair, Cobble Hill Farmers' Market





Finance Division

COWICHAN VALLEY REGIONAL DISTRICT

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

Submitted by Director IANNIDINARDO Area D

Grantee: \_\_\_\_\_ Grant Amount \$ 1,000.<sup>00</sup>

NAME: FRANCES KELSEY SECONDARY SCHOOL

ADDRESS: 2018 BURSARY  
P.O. BOX 279 MILL BAY VOR 2 P0

Contact Phone No: NORMA WHEELER 250-743-6916 ext 230

PURPOSE OF GRANT: 2018 BURSARY FOR A  
STUDENT GRADUATING FROM FKSS  
LIVING IN AREA D.

REQUESTED BY: Lou L Iannidinaro  
Director's Signature

ACCOUNT NO.	AMOUNT
<u>01-2-1950- 0103 - 114</u>	<u>1000.<sup>00</sup></u>

**FOR FINANCE USE ONLY**

BUDGET APPROVAL

Approval at Regional Board Meeting of \_\_\_\_\_

\_\_\_\_\_  
Finance Authorization



FRANCES  
**K E L S E Y**  
 S E C O N D A R Y S C H O O L

P.O. BOX 279 MILL BAY, BRITISH COLUMBIA, V0R 2P0 TEL (250) 743-6916 • FAX (250) 743-6915  
 SCHOOL DISTRICT 79 (COWICHAN VALLEY)

October 27, 2017

Cowichan Valley Regional District Electoral Area D Cowichan Bay  
 Mrs. Lori Iannidinardo  
 1366 Garret Place  
 Cowichan Bay, BC, V0R 1N2

Dear Mrs. Lori Iannidinardo

At this time, our attention is once again focused on scholarships and bursaries, which are awarded annually to our graduating students.

We take this opportunity to thank you for the steadfast support shown our students in the past. The importance of these awards increases as the cost of further education escalates. There is no doubt that this help often makes a significant difference to many individual students.

Please let us know if your organization will be able to donate to the program again this year. All information for each bursary is listed on our website [fkss.sd79.bc.ca](http://fkss.sd79.bc.ca). If you wish to review your criteria and/or application, please go the Frances Kelsey website and click on the **Grad** tab and then the **Local Bursary** tab, from the drop down menu, to review. Please confirm with me at [nwheeler@sd79.bc.ca](mailto:nwheeler@sd79.bc.ca) or by phone at 250-743-6916 ext. 230 if you are able to donate this school year by Friday, January 19, 2018. If you require any changes to your criteria, please email me the changes you wish and the bursary website will be amended.

Thank you so much for your support of our graduating students.

Sincerely,

K. van der Linden  
 Vice Principal  
 Bursary Chairperson

K vdl/njw



**Date: January 4, 2018**

**Time: 7:00 p.m.**

**Minutes of the Electoral Area A – Mill Bay/Malahat Advisory Planning Commission held on the above noted date and time at the Mill Bay Community league Hall**

**Present:**

Chairperson: Glenn Terrell

Vice Chair: Jennifer Young

Secretary: David Knott

Commission Members: Archie Staats, Margo Johnston, Frank Lockerbie, Laurie Vasey

Also present from the CVRD: Kerry Davis, Director Electoral Area A – Mill Bay/Malahat  
Rob Conway, Manager, Development Services Division, Land Use Services Department

Applicants: Mark Johnson and Matt Loken

**Acceptance of Agenda.**

**CVRD File No: 01-A-17RS**

**Rezoning Application:**

The Commission resumed discussing this application as it had been felt that too many questions needed answers from the CVRD to make any recommendations at its last meeting on December the 5, 2017.

The applicants had no further information to add to the application.

Rob Conway was able to answer questions the commission had concerns about.

**Motion:** The Area A APC commission does not support the re-zoning application No 01-A-17RS But recommends that the split-by-road regulation stands.

**Motion carried**

**Meeting adjourned 8:10 p.m.**



DATE: Tuesday, December 12, 2017  
 TIME: 19:00-21:00

**MINUTES** of the Electoral Area E Advisory Planning Commission held on the above noted date and time at 175 Ingram Street, Duncan, B.C., CVRD Boardroom.

**PRESENT:**

Chairperson: Susan Kaufmann  
 Secretary: Justin Straker  
 Members: David Coulson  
           Celina Gold  
           Julia Rylands  
           John Salmen  
           Marianna Terauds

**ALSO present:**

Director: Alison Nicholson  
 Staff: Rob Conway, CVRD  
 Tim Hortons: Mark Mitchell, Victoria Drake, Greg Adams, Chance Adams

**ABSENT:** Parker Jefferson

Patrick Jackson  
 Sarah Davies-Long  
 Ken Smith

**APPROVAL OF AGENDA**

It was moved and seconded that the agenda be approved.

MOTION CARRIED

**ADOPTION OF MINUTES**

It was moved and seconded that the OCP minutes of Sept. 12, 2017; revised APC minutes of Oct. 10, 2017; APC minutes of Oct. 17, 2017; and OCP discussion notes of Nov. 14, 2017 be accepted.

MOTION CARRIED

**Delegations:**

**Tim Hortons:** Mr. Mitchell presented revised application, including new design addressing comments from last design, with revised exterior, lighting, and landscaping, and an electric-vehicle charging station and cart path. Lighting is low-voltage LED, with lower lighting levels used on the side nearest residences. Ms. Drake discussed use of native species and considerations for climate change. The APC expressed concerns that the drive-through portion of the development did not employ the use of an oil-water separator, particularly given the presence of fish habitat downstream of the project site.

The APC was assured by the proponent that water quality in the receiving environment had been thoroughly considered, including the issue of the potential for hydrocarbons in the drainage water affecting downstream aquatic habitat. Non-potable well-water will be used for irrigation. The current application is 20-30% of the entire property, so there may be opportunity to be more progressive in subsequent phases. The APC was concerned with the appearance of the proposed striped awnings being inconsistent with the character of the surrounding area. Current OCP has guidelines for building design, and the concept design was more consistent with these than the design that has been presented; however, the design is improved from the initial submission reviewed by the APC.

Recommendation: Development permit application 2E17DP as amended be recommended for approval subject to solid earth-tone colours being used on the awnings.

It was moved and seconded that the recommendation be approved.

MOTION CARRIED

**BUSINESS ARISING FROM MINUTES**

**Land-use designation discussion**

General discussion on the OCP status and progress to completion.

**ADJOURNMENT**

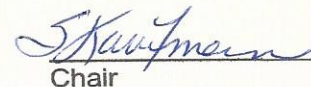
It was moved that the meeting be adjourned at 9:05 pm.

MOTION CARRIED

**NEXT MEETING:** Next APC meeting is Tuesday, January 9, 2018.



Secretary



Chair





Report of the Electoral Area G (Saltair)  
Advisory Planning Commission  
December 19, 2017

**PRESENT:** Steve Neil (Chair)  
Tim Godau, Pat Mulcahy, Gerald Porter, John Silins  
Mel Dorey (Electoral Area Director)  
Sean Jonas (Alternate Director)

**ABSENT:** Ruth Blake

**CVRD Staff:** No CVRD staff were present

**APPLICANTS:** Reg Harding (McElhanney Consulting Services)  
Neil Isbister (Owner)

**Item 1: Development Permit No. 01-G-17DP (Reg Harding of McElhanney Consulting for Isbister)**

Reg Harding presented an overview of the project and responded to questions from APC members. Points discussed included the following:

- The location of the two eagle nesting trees appears to be far enough away from lots A, B and C such that building new homes on these lots should not disturb the eagles when they are nesting. It was noted that existing homes abutting the subject property are actually a lot closer to the eagle nesting trees than the new proposed lots are.
- Most of the discussion was about water runoff and how to control it when existing vegetation and trees are removed from the new lots to build homes. It was felt by everyone that it is important to control the runoff and not allow neighbouring properties to be affected or flooded. Rain water needs to remain on these new lots and percolate into the soil instead of running onto neighbouring properties.
- Reg Harding feels that water runoff won't be a problem due to the large size of lots A, B & C (1 acre each) and also due to the percolation properties of the soil on these lots. He also pointed out that lots A, B & C slope towards the large remaining piece of the property which will remain in its current undeveloped and heavily forested state.
- After much discussion, everyone finally agreed that it will have to be the responsibility of the building inspectors to ensure that when new homes are built, water runoff is handled properly and does not impact any of the neighbouring properties.

Following discussion, the following motion was made:

*That the Advisory Planning Commission recommends approval of Development Permit Application No. 01-G-17DP. Carried Unanimously.*

Steve Neil Chair  
Saltair Advisory Planning Commission





# STAFF REPORT TO COMMITTEE

**DATE OF REPORT** January 8, 2018

**MEETING TYPE & DATE** Electoral Area Services Committee Meeting of January 17, 2018

**FROM:** Development Services Division  
Land Use Services Department

**SUBJECT:** Development Permit with Variance Application No. 02-I-17DP/VAR  
(9172 Meades Creek Road)

**FILE:** 02-I-17DP/VAR

## PURPOSE/INTRODUCTION

The purpose of this report is to present a Development Permit with Variance application for the renovation of an existing dwelling at 9172 Meades Creek Road. A Development Permit is required pursuant to the Watercourse Protection Development Permit Area (OCP Bylaw No. 2650). Setback variances are requested for the south and north side parcel lines to deal with both non-conforming existing buildings, as well as proposed new changes within the setback area.

## RECOMMENDED RESOLUTION

That it be recommended to the Board:

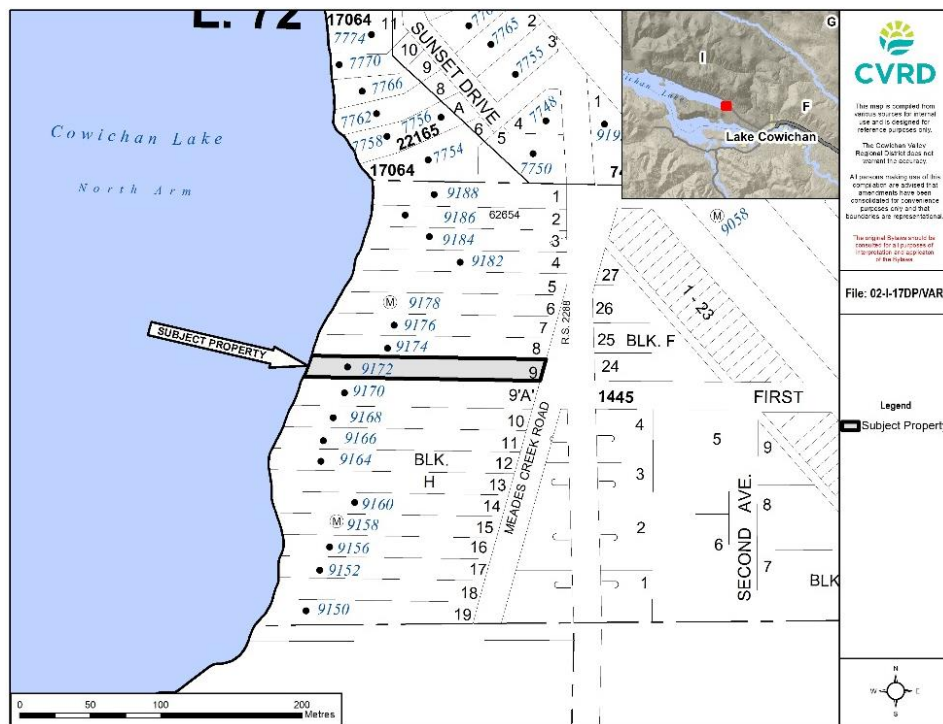
1. That Development Permit with Variance Application No. 02-I-17DP/VAR (9172 Meades Creek Road) be approved;
2. That Zoning Bylaw No. 2465 Section 5.12.4 (Setbacks) be varied from 3.0 metres to 1.0 metre for proposed new carport; to 0.83 metres for proposed new stairs; to 0.3 metres for the existing southeast corner of the dwelling; to 1.0 metre for the existing accessory building; and to 1.67 metres for existing roof structural supports; and
3. 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.2650.

## BACKGROUND

<u>Address:</u>	9172 Meades Creek Road, Youbou
<u>Legal Description:</u>	Lot 9, Block H, Section 23, Renfrew District, Plan 1445 (PID: 000-344-613)
<u>Owners:</u>	Andrea and Jamie Papp
<u>Applicant:</u>	Dennis Moore
<u>Size of Parcel:</u>	0.25 ha (0.63 ac)
<u>Existing Use of Property:</u>	Single residential dwelling
<u>Use of Surrounding Properties:</u>	<u>North:</u> R-2 lot with dwelling <u>East:</u> R-2 treed lot <u>South:</u> R-2 lot with dwelling <u>West:</u> Cowichan Lake (W-1 zone)
<u>Existing Water:</u>	Community system – Sunset Improvement District
<u>Existing Sewage Disposal:</u>	Private – septic system
<u>Existing Drainage:</u>	Private responsibility of owner

<u>Archaeological Site:</u>	None identified
<u>Official Community Plan Designation:</u>	Suburban Residential (SR)
<u>Zoning:</u>	Suburban Residential 2 Zone (R-2)
<u>Development Permit Area (DPA):</u>	Watercourse Protection DPA

## LOCATION MAP



### Site and Surrounding Properties

The subject property is approximately 0.25 hectares (0.63 acres) in area and is located on Meades Creek Road with frontage on Cowichan Lake. The site is occupied by a single residential dwelling. The lot is long and narrow, and is one of twenty similarly shaped lots on the lake side of the street. The area east of the subject property is heavily treed.

- See Attachment A – Aerial Photo
- See Attachment B – Site Photos

## APPLICATION SUMMARY

The applicant proposes to renovate the existing dwelling, which includes new exterior cladding, roofing, windows, and doors; as well as re-building the existing deck and adding a new staircase from the deck to the yard. The carport attached to the house will be removed and a new freestanding carport constructed. The existing accessory building will also be updated to match the new look of the dwelling.

Apparently, the main house was built in the 1950's, and it is unknown as to when the accessory building was constructed. The existing dwelling and accessory building are non-conforming with respect to the current side setback requirements.

The deck has a slight encroachment into the 15 m watercourse setback, however, it will be demolished and re-built completely outside of the 15 m setback.

The house is located within the 30 metre Riparian Areas Regulation (RAR) assessment area and with the dwelling being modified beyond its current extent (mainly changes to the deck configuration), the requirement for a Development permit is triggered.

Several Zoning Bylaw setback variances are proposed and further outlined below.

- **See Attachment C - Site Plan**

#### COMMISSION / AGENCY / DEPARTMENTAL CONSIDERATIONS

##### Surrounding Property Owner Notification and Response:

Letters to adjacent property owners were mailed or hand delivered in accordance with Development Application and Procedures Bylaw No. 3275. The purpose was to notify the surrounding community of the proposed variances. To date, no letters from the public have been received regarding the application.

#### OFFICIAL COMMUNITY PLAN/POLICY CONSIDERATIONS

##### Watercourse Protection Development Permit Area (DPA):

The subject property is within the Watercourse Protection Development Permit Area (DPA) of the Electoral Area I Official Community Plan Bylaw No. 2650. The main dwelling is located almost completely within the 30 metre Riparian Areas Regulation assessment area. The renovation of the dwelling includes changes to the configuration of the deck, therefore a Development Permit is required to be obtained prior to any construction taking place. As required by the DPA guidelines, a RAR Assessment Report prepared by a Qualified Environmental Professional (QEP) was submitted with the application.

- **See Attachment D – RAR Assessment Report**

##### Zoning Bylaw No.2465

The subject property is zoned Suburban Residential (R-2) in the Electoral Area I Zoning Bylaw, which contains the setback requirements for the property. The applicant has requested setback variances due to the existing non-conforming siting of the building and to construct new deck stairs and a new carport.

##### Current Setback Requirement:

The bylaw requirement for a side parcel line setback is 3.0 metres for both the dwelling and the accessory building.

##### Proposed Setback Variances:

- South side parcel line setback to be varied from 3.0 metres to 1.0 metre for proposed new carport.
- South side parcel line setback of existing dwelling to be varied from 3.0 metres to 0.83 metres for proposed new stairs; and to 0.3 metres for the existing southeast corner of the dwelling.
- South side parcel line setback of existing accessory building to be varied from 3.0 metres to 1.0 metre.
- North side parcel line setback of existing roof structural supports to be varied from 3.0 metres to 1.67 metres.

In support of the variances, the applicant has stated that due to the skewed position of the house, carport and accessory building that have been in existence for almost 60 years, a hardship has been inherited by the present owners.

## PLANNING ANALYSIS

The RAR Assessment Report identifies a 15 m Streamside Protection and Enhancement Area (SPEA) for the subject property. The report concludes that the SPEA is not expected to be further adversely impacted by the proposed development. The QEP provides recommendations to protect and maintain the SPEA in the report.

The QEP also recommended that in the future when the retaining wall becomes old and structurally unsound that the owner consider a Green Shores approach to restoring the natural beach frontage.

Several of the proposed variances are to recognize the existing siting of the accessory building and the main dwelling. These variances will not create any changes to the existing situation on the property. The applicant proposes a significant renovation and therefore would like to formalize the non-conforming siting of the buildings. The measurements taken for all the variances are based on the distance from the property line to the closest part of the building, which includes eaves, posts, or stair structures.

However, there are two proposed changes that require variances prior to proceeding with the work: the new carport and the new stairs.

The existing carport is attached to the dwelling and will be completely removed. A new freestanding carport is proposed with a 1.01m setback, which would align with the siting of the existing accessory building.

Along the southern property line the dwelling has a bump-out where the eaves of the building have a zero setback. This bump-out will be removed as part of the renovation. However, a new set of stairs is proposed from the deck to the rear yard. The closest part of the new stairs would be 0.83 metres from the southern property line, and are completely outside of the 15 metre SPEA. In addition, part of the deck (closest to the northern side parcel line) will be reduced to ensure the entire deck is not encroaching into the SPEA.

The new proposed variances to the main dwelling are minor in scale when considering the longevity of current siting of the dwelling. The proposed new variances are also considered acceptable based on modifications to the main dwelling that will help to correct two undesirable situations: the building touching the property line and a portion of the deck being located in the SPEA. As these two undesirable situations will be corrected through the renovation, Staff support the proposed variances. A draft copy of the Development Permit is attached.

- **See Attachment E – Draft DP with Variances**

Option 1 is recommended.

## OPTIONS

### Option 1:

That it be recommended to the Board:

1. That Development Permit with Variance Application No. 02-I-17DP/VAR (9172 Meades Creek Road) be approved;
2. That Zoning Bylaw No. 2465 Section 5.12.4 (Setbacks) be varied from 3.0 metres to 1.0 metre for proposed new carport; to 0.83 metres for proposed new stairs; to 0.3 metres for the existing southeast corner of the dwelling; to 1.0 metre for the existing accessory building; and to 1.67 metres for existing roof structural supports; and

- 3. 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. 2650.

Option 2:

That it be recommended to the Board that Development Permit No. 02-I-17DP/VAR (9172 Meades Creek Road) 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 – Aerial Photo
- Attachment B – Site Photos
- Attachment C – Site Plan
- Attachment D – RAR Assessment Report
- Attachment E – Draft DP with Variances





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

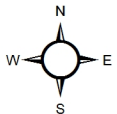
The Cowichan Valley Regional District does not warrant the accuracy.

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

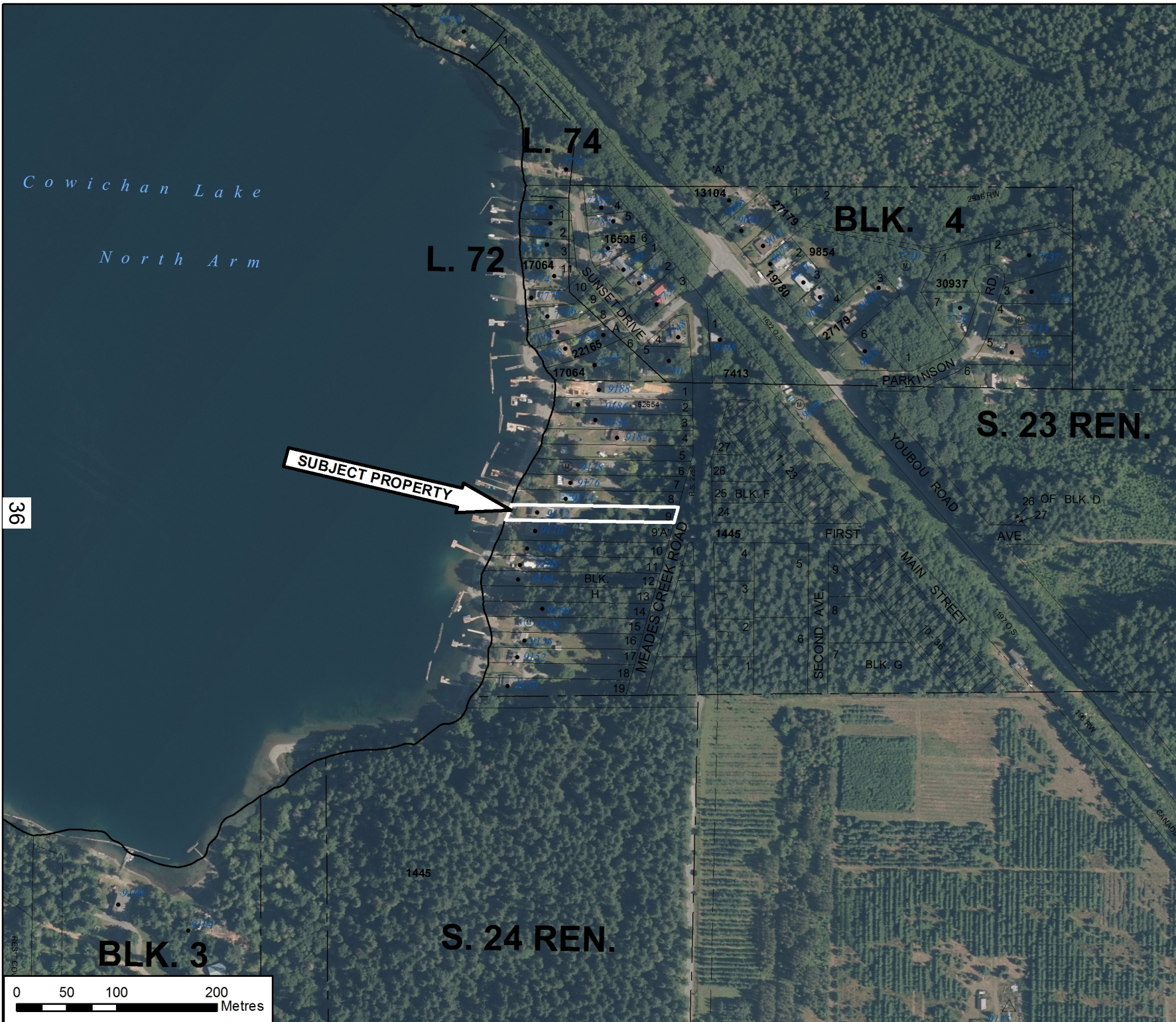
The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

File: 02-I-17DP/VAR

# TRIM Orthophoto (2014)



R1











Existing posts to be replaced

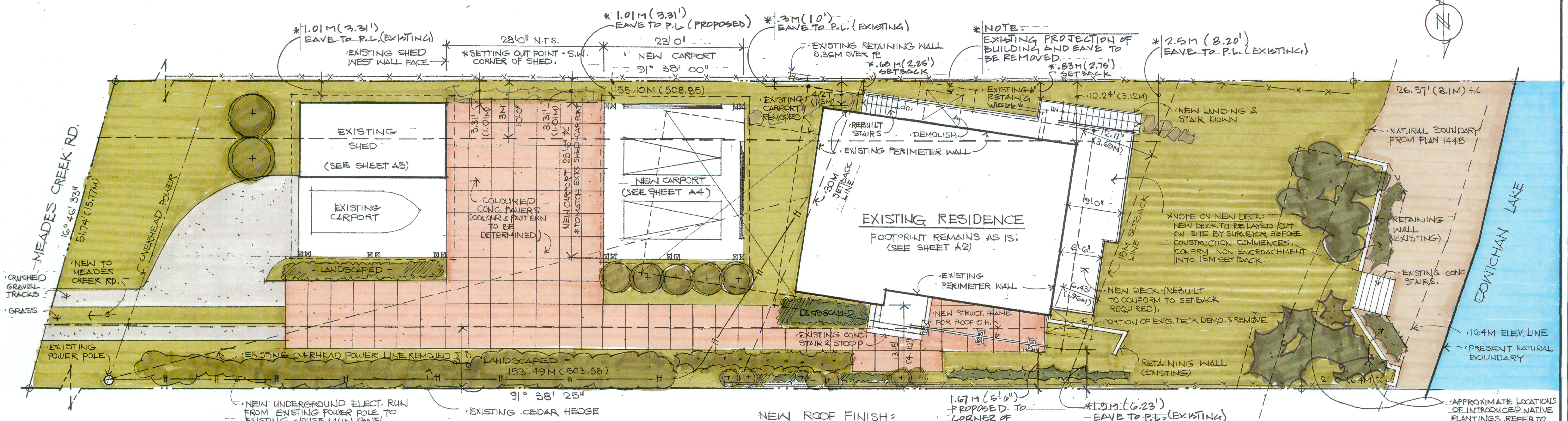


Existing bump-out to be removed

Location of proposed new stairs



REVISIONS	BY
REVISED # A.	
DEC. 17/17	



SITE PLAN SCALE: 1/8" = 1'-0"

SURVEY INFORMATION AS PROVIDED BY:  
POLARIS LAND SURVEYING INC.  
DRAWING DATED: JAN. 27, 2017

LEGAL DESCRIPTION:

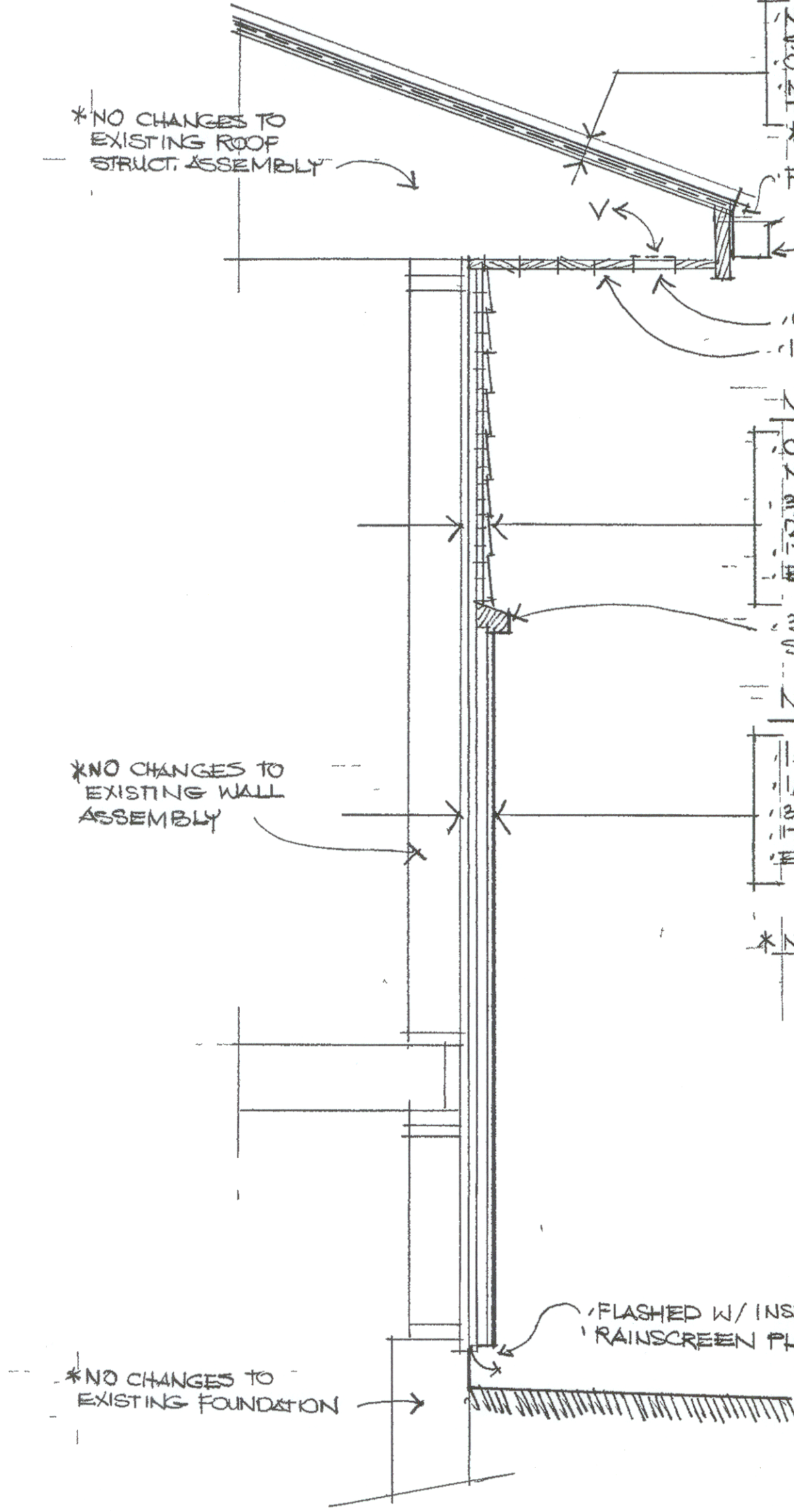
PART OF LOT 9, BLK. H, SECTION 23,  
RENFREW DISTRICT  
PLAN 1445  
PID 000-344-613

CIVIC ADDRESS:

3172 MEADES CREEK RD.  
LAKE COWICHAN, B.C.

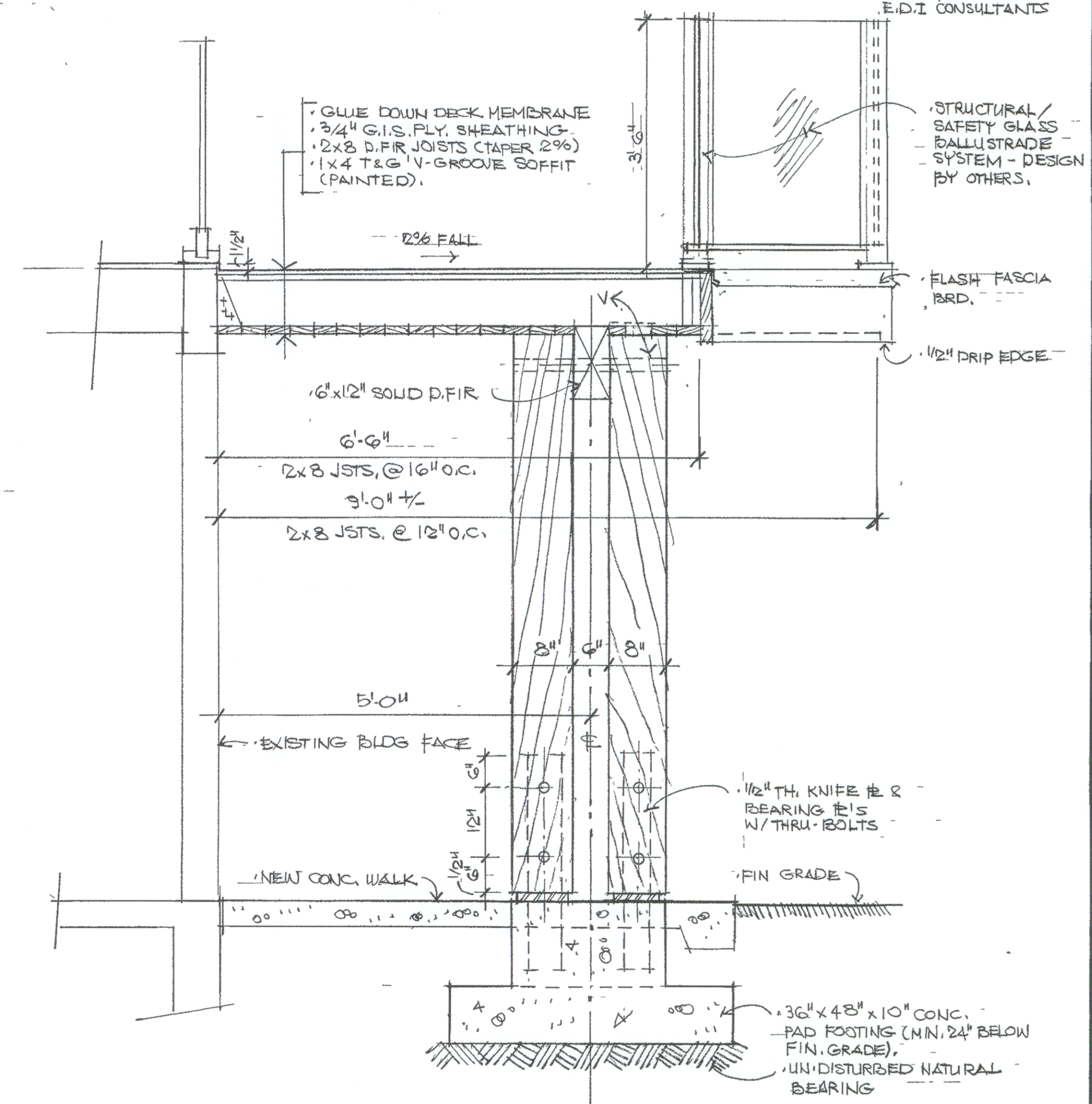
SITE/ZONING DATA:

SITE AREA = 2433 M<sup>2</sup> (26,191 #) +/-  
ZONING = R-2 SUBURBAN RESIDENTIAL - 2 ZONE.



1 SECTION THRU EXISTING WALL  
A2 NEW EXTERIOR FINISHES 1/16 F.S.

- NEW ROOF FINISH:
- NEW PRE-FIN. METAL STANDING SEAM ROOF ON CLIP SYSTEM
  - NEW ROOF SHEATHING PAPER TO R.C.A.B.C. RECOMMENDATIONS
  - \*ON EXTS. ROOF SHEATHING (MAKE GOOD)
  - FLASH INTO NEW GUTTER
  - NEW 5" PRE-FIN. ALUM. FASCIA GUTTER
  - CONTINUOUS SOFFIT SCREENED VENT
  - 1x4 T&G 1/4 GROOVE SOFFIT (PAINTED)
- NEW EXTERIOR (UPPER) WALL FINISH:
- CEDAR WALL SHINGLES (5" +/- EXPOSURE)
  - N91 SEMI-TRANS. STAIN FINISH
  - 3/8" CEDAR STRAPPING (RAINSCREEN) 2 WAYS
  - TYVEK BUILDING WRAP
  - EXISTING BLDG. SHEATHING
  - 3 1/4 x 4" CEDAR WATERTABLE 15" SLOPED HEAD. (SEE NORTH ELEV. FOR HT. LOCATION)
- NEW EXTERIOR (LOWER) WALL FINISH:
- 1x2 CEDAR BATTENS
  - 1/2" TH. HARDI-PANEL SHEATHING
  - 3/8" STRAPPING (RAINSCREEN)
  - TYVEK BUILDING WRAP
  - EXISTING BLDG. SHEATHING
- \*NOTE: FLASH ALL EXTERIOR DOOR/WINDOW HEADS



2 SECTION THRU REPLACEMENT DECK  
A2 1/16 F.S.

39

D.H. Moore, Architect

9172 MEADES CREEK ROAD  
COWICHAN LAKE B.C.

SITE PLAN

Date: May, 2017

Sc  
Dr  
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Sh  
R1  
Of 5 Sheets



FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

**Riparian Areas Regulation: Assessment Report**

Date

**I. Primary QEP Information**

First Name	Adam	Middle Name		
Last Name	Compton			
Designation	R.P.Bio.	Company: EDI Environmental Dynamics Inc.		
Registration #	1605	Email: acompton@edynamics.com		
Address	Unit 208A – 2520 Bowen Road			
City	Nanaimo	Postal/Zip	V9T 3L3	Phone # 250-751-9070
Prov/state	BC	Country	Canada	

**II. Secondary QEP Information (use Form 2 for other QEPs)**

First Name		Middle Name		
Last Name				
Designation		Company		
Registration #		Email		
Address				
City		Postal/Zip		Phone #
Prov/state		Country		

**III. Developer Information**

First Name	Jane and Jamie	Middle Name		
Last Name	Papp			
Company				
Phone #	250-477-4666	Email janepapp@shaw.ca		
Address	2535 Queenswood Drive			
City	Victoria	Postal/Zip	V8N 1X4	
Prov/state	BC	Country	Canada	

**IV. Development Information**

Development Type	Construction: Single Family Residential		
Area of Development (ha)	0.09	Riparian Length (m)	16
Lot Area (ha)	0.25	Nature of Development	Redevelopment
Proposed Start Date	2017-09-01	Proposed End Date	2018-12-31

**V. Location of Proposed Development**

Street Address (or nearest town)	9172 Meades Creek Road		
Local Government	Cowichan Valley Regional District	City	
Stream Name	Cowichan Lake		
Legal Description (PID)	000344613	Region	Vancouver Island
Stream/River Type	Lake	DFO Area	South Coast
Watershed Code	920-257700		
Latitude	48	50	50
Longitude	124	6	48

**Table of Contents for Assessment Report**

	<b>Page Number</b>
1. Description of Fisheries Resources Values .....	3
2. Results of Riparian Assessment (SPEA width) .....	8
3. Site Plan .....	10
4. Measures to Protect and Maintain the SPEA (detailed methodology only).....	11
5. Environmental Monitoring .....	16
6. Photos .....	17
7. Assessment Report Professional Opinion .....	21

## Section 1. Description of Fisheries Resources Values and a Description of the Development proposal

### **Background**

Fieldwork was completed in January 2017, prior to the recent release of the RAR Guidelines (*Professional Practice Guidelines - Legislated Riparian Area Assessments in British Columbia*). These guidelines were reviewed and considered during preparation of this report to address the aspects and considerations that were determined to be relevant by the Qualified Environmental Professional (QEP). Given the nature of the subject watercourse (lake), riparian area, property and planned developments, additional fieldwork was not considered to be warranted to address the intents and expectations outlined in the guidelines. The level of effort expended during the assessment and the extent of site and background information provided in this report is considered adequate for the characteristics of this particular assessment associated with redevelopment on a residential lot.

### **Introduction**

This RAR assessment has been conducted by, Adam Compton (the QEP), to address construction/renovation activities proposed by the proponents, Jane and Jamie Papp, on the subject property: 9172 Meades Creek Road, Cowichan Lake, BC. These activities overlap with the Riparian Assessment Area (i.e., within 30 m of the high water mark) of Cowichan Lake, a known fish bearing lake. The Cowichan Valley Regional District has indicated that the completion of a RAR assessment is required in order for the CVRD to issue a development permit for the proposed development activities within the 30 m Riparian Assessment Area on the subject property.

### **Proposed Development**

The proposed developments are associated with the renovation of the existing house and other site upgrades on the previously developed lot. The proposed developments within the 30 m Riparian Assessment Area are shown on the Site Plan (Section 3) and include:

- Interior and exterior renovations/upgrades to the existing house.
- Replace existing deck adjacent to 15 m SPEA boundary (current deck slightly within SPEA, new deck to be entirely outside of SPEA).
- Replace existing carport.
- New paving.
- Relocate existing overhead powerline.
- New landscaping.
- Riparian vegetation enhancements (60 m<sup>2</sup> of plantings with native riparian shrub and herbaceous plant species).

### **Assessment Team**

Adam Compton (the Qualified Environmental Professional), is the primary author and sole signing QEP.

### **Assessment Methods**

The field assessment for this RAR assessment was completed on January 31, 2017. This assessment followed the “detailed” version of the RAR assessment methodology. The assessment area included the 30 m Riparian Assessment Area: an approximately 16 m wide

beach front. From the beach, the QEP also visually reviewed an approximately 100 m length of the beach on either side of the property. Information regarding the proposed development activities was provided by the architect prior to the site visit. Given that Cowichan Lake is a regulated waterbody, water levels and the high water mark are affected by water management protocols, which may vary from time to time. The CVRD's OCP indicates the following:

"The mean annual high water mark on Cowichan Lake has been calculated by the Ministry of Environment as being 164 metres above mean sea level, so Qualified Environmental Professionals are very strongly encouraged to incorporate this into their reports, as being the point from which the SPEA will be measured."

In consideration of this information, the QEP informed the project team that, a site survey should be conducted and survey plan provided by the surveyor prior to the QEP conducting the site visit. The surveyor staked the 164 m elevation and the 15 m SPEA and provided a survey plan to the QEP just prior to the January site visit. The QEP determined that the staked high water mark reasonably approximated what appeared to be an average high water mark. As shown on the site plan and in some site photos, the staked elevation occurs high up the beach but below the upper portions of the retaining wall. The elevation closely matched the lower extent of mature, coniferous trees growing adjacent to the beach on a neighboring property to the south. The presence of mature, healthy-looking coniferous trees (including Douglas fir), offers some evidence that the normal high water mark does not extend higher up into the riparian area. Such trees cannot tolerate significant, regular and/or prolonged flooding so would not occur here if the normal high water mark was much higher than 164 m elevation.

It is recognized that Cowichan Lake is prone to periodic, significant flood events due to prolonged heavy, winter rainfall events when the lake is already high. Due to the effect of rainfall events, lake levels can vary significantly during the late fall to early spring period and from year to year. Therefore, accurately estimating the high water mark as defined by the RAR (1 in 5 year flood event) would only be possible through detailed analysis of up to date water level data and water level management protocols. The 164 m elevation is considered to be a reasonable estimate for the purposes of redevelopment of this residential lot.

### **Watershed Overview**

The subject property and assessment area are at the head of Cowichan Lake's North Arm, between Lake Cowichan and Youbou. The lake discharges into Cowichan River, which flows into the sea at Cowichan Bay.

From BC Conservation Foundation Draft - Cowichan Lake – Weir Operation Protocol Assessment and Review<sup>1</sup>: "The Cowichan Lake weir is used to store water in Cowichan Lake to regulate flow in the Cowichan River during the spring and summer period. The weir is usually operated from April 1st or but not earlier than March 1st in dry years until lake levels start to rise as a result of increased inflow in the fall. The operation of the weir is guided by a set of operational protocols that have been developed based on past experience and knowledge of the system. The primary purpose of these protocols is to maintain minimum flow in the river of 25 m<sup>3</sup>/s from April 1st to April 30th, 15 m<sup>3</sup>/s from April 1st to June 14th and 7 m<sup>3</sup>/s from June 15th until the end of the control season when lake levels rise as a result of increased inflow in the fall (typically before Nov

<sup>1</sup>Kerr Wood Leidal. 2010. BC Conservation Foundation Draft - Cowichan Lake – Weir Operation Protocol Assessment and Review (Memo). Prepared for BC Conservation Foundation.

## FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

4th).”

From the Cowichan Basin Water Management Plan<sup>2</sup>: The Cowichan Basin is located in the heart of the Cowichan Valley Regional District (CVRD) on Vancouver Island. The Basin, which has a total catchment area of 930 km<sup>2</sup>, drains nearly one-third of the CVRD and includes three municipalities (Duncan, Lake Cowichan, and North Cowichan) and five Electoral Areas”.

From CVRD ([www.cvrld.bc.ca/650/Climate](http://www.cvrld.bc.ca/650/Climate)): “Near Cowichan Lake, there is a significant change in climate as it moves into a Maritime climatic zone. Precipitation increases to 212 cm. (83.5 in.) and the snowfall is 180 cm. (70.8 in) compared to 75 cm. (29.5 in) in Duncan, or 57 cm. (22.3 in.) in Cowichan Bay. The mean temperatures are similar in the summer but are 1 degree centigrade (2 F) cooler in the winter.”

Regional climate change projections for Vancouver Island are available on the Pacific Climate Impacts Consortium website ([www.pacificclimate.org/](http://www.pacificclimate.org/)) and these have been reviewed and considered with respect to the implications to hydrological processes associated with the streams in the study area, and whether the SPEA could be affected by the trends outlined by these projected changes. In general, average annual temperatures are expected to rise, annual and winter precipitation is expected to rise and summer precipitation is expected to fall. Considerations associated with these trends that may be applicable to the site include:

- Adverse impacts to existing vegetation associated with a higher degree/duration of soil saturation and flooding. The makeup of the plant community may gradually adjust as some species benefit from the changing conditions as others struggle or perish. The current and proposed vegetation on the beach consists of shrub species that are adapted to flooding and there are no large trees on the property so vegetation is not likely to be significantly affected by increased flooding.
- Adverse impacts to existing vegetation associated with drought conditions caused by decreased summer precipitation. The makeup of the plant community may gradually adjust as some species benefit from the changing conditions as others struggle or perish.
- Increased shoreline erosion associated with flooding and storm events could be a factor; however, the beach and riparian area are gently sloped so erosion potential is greatly limited. While the existing retaining wall is detrimental to the maintenance of some natural shoreline processes it will provide erosion protection to the yard, which is above the septic field.

With the exception of the planned planting of native riparian vegetation, additional measures to address the potential effects described above are not considered to be warranted in consideration of the planned redevelopment of the site. When the retaining wall becomes old and structurally unsound at some time in the distant future, it is recommended that the owner consider a more ecologically appropriate design that follows the Green Shores principles (restore grade and vegetation to allow natural beach processes to occur). This may require relocation of the septic field that is currently behind the wall. Rainwater harvesting would certainly be beneficial in terms of minimizing use of and stress on the water supply for irrigation purposes. Rainwater harvesting is encouraged as is the use of drought tolerant, native plant species for any landscaping. For an easy to read guide on use of native plants suitable for southeastern Vancouver Island see the brochure available at [www.hat.bc.ca/attachments/HAT\\_Garden\\_Brochure\\_web.pdf](http://www.hat.bc.ca/attachments/HAT_Garden_Brochure_web.pdf).

<sup>2</sup>Westland Resources Group Inc. 2007. Cowichan Basin Water Management Plan. Prepared for CVRD.

**Fish Resources**

Habitat Wizard indicates that Cowichan Lake contains the following species: anadromous bull trout, brown catfish (formerly brown bullhead), brown trout, chinook salmon, coho salmon, cutthroat trout, dolly Varden, Kokanee, lake lamprey, lamprey (general), Pacific lamprey, prickly sculpin, rainbow trout, smallmouth bass, steelhead, threespine stickleback and western brook lamprey (federally listed as Endangered). Cowichan Lake lamprey (federally listed as Threatened) are also known to occur here.

**Study Area at Subject Site**

The property has a flat topography and gently slopes from the existing house to the retaining wall along the beach. The property's septic field lies between the house and the retaining wall. There are no other watercourses within 30 m of the development site. The nearest significant mapped stream is Meades Creek, which drains into the lake at the south end of the North Arm.

**Fish Habitat Present:**

The lake provides rearing and overwintering habitats for a variety of resident and anadromous fish as well as spawning habitats for some species. Notable habitat at the subject property includes potential beach spawning habitat for Kokanee. While a detailed assessment of beach habitat was not within the scope of this assessment, the substrates at this location appeared to be suitable for Kokanee spawning. The Cowichan Lake Shoreline Habitat Assessment<sup>3</sup> indicates that it is well known that Kokanee spawn on the shorelines of Cowichan Lake but there have been no records kept by agencies of locations or numbers of fish over time. The report indicates that Kokanee have been reported to have spawned at several locations including Spring Beach (Forest Service Campground), which is a short distance south of the subject property.

**Current Riparian Vegetation Condition:**

Natural riparian vegetation within the subject property is absent with the exception of some shrubs below the retaining wall along the beach. Adjacent properties are largely similar but some mature coniferous trees occur sparsely in some areas. Nootka rose was the primary shrub species on the beach in front of the retaining wall.

**Summary of Field Assessment**

See Section 2 for field assessment results and the corresponding SPEA width required for the lake. In addition, refer to the Site Plan (Section 3) and Site Photos (Section 6) for additional details.

**Conclusions**

Below is a summary of some important conclusions resulting from this RAR Assessment:

- The SPEA on the subject property has been affected by previous development of the lot (retaining wall, lawn, landscaping and fruit trees).
- The SPEA is not expected to be further adversely impacted by proposed development described herein.
- The existing deck encroaches slightly into the staked 15 m SPEA boundary. The new deck will be larger, but entirely located outside of the SPEA.
- To improve the condition of the SPEA without adversely impacting the existing residential use, septic field and view of the lake, planting of native shrub species is a requirement.

<sup>3</sup> BC Conservation Foundation. 2012. Cowichan Lake Shoreline Habitat Assessment - Foreshore Inventory and Mapping Project. Prepared for Fisheries and Oceans Canada.

## FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

Planting shrubs as well as some native herbaceous vegetation will improve but not fully restore the condition and function of the riparian area, which is limited by the presence of the retaining wall and the lack of large trees. Planting of trees is not desired by the owner as they are not appropriate above the septic field, will block views of the lake and shade the fruit trees.

- There is not a need for DFO Authorization associated with proposed development on the site, which includes some works within the SPEA (deck replacement, riparian planting).
- As there are no in-stream works proposed, there is not a need for notification or authorization under the Water Sustainability Act.
- Potential impacts to the SPEA associated with proposed development can be addressed with the measures that are prescribed in Section 4.

**Safety**

No notable safety concerns were observed at the subject property.



**Section 2. Results of Detailed Riparian Assessment**

Refer to Chapter 3 of Assessment Methodology

Date: 2017-01-31

Description of Water bodies involved (number, type)

Cowichan Lake

Stream	
Wetland	
Lake	x
Ditch	
Number of reaches	1
Reach #	1

**Channel width and slope and Channel Type (use only if water body is a stream or a ditch, and only provide widths if a ditch)**

	Channel Width(m)	Gradient (%)	
starting point upstream			I, <u>Adam Compton</u> ( <i>name of qualified environmental professional</i> ), hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jane and Jamie Papp</u> ( <i>name of developer</i> ); c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.
downstream			
Total: minus high /low mean			
	R/P	C/P	S/P
Channel Type			

**Site Potential Vegetation Type (SPVT)**

	Yes	No	
SPVT Polygons		X	Tick yes only if multiple polygons, if No then fill in one set of SPVT data boxes
			I, <u>Adam Compton</u> ( <i>name of qualified environmental professional</i> ), hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jane and Jamie Papp</u> ( <i>name of developer</i> ); c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.
Polygon No:	1		Method employed if other than TR
SPVT Type	LC	SH	
Polygon No:			Method employed if other than TR
SPVT Type	LC	SH	
Polygon No:			Method employed if other than TR

## FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

SPVT Type

### Zone of Sensitivity (ZOS) and resultant SPEA

Segment No:	1	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons					
LWD, Bank and Channel Stability ZOS (m)	15						
Litter fall and insect drop ZOS (m)	15						
Shade ZOS (m) max	30	South bank	Yes	<input type="text"/>	No	<input checked="" type="checkbox"/>	
Ditch	Justification description for classifying as a ditch (manmade, no significant headwaters or springs, seasonal flow)						
Ditch Fish Bearing	Yes	<input type="text"/>	No	<input type="text"/>	If non-fish bearing insert no fish bearing status report		
<b>SPEA maximum</b>	<b>15</b>	(For ditch use table3-7)					

Segment No:		If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons					
LWD, Bank and Channel Stability ZOS (m)							
Litter fall and insect drop ZOS (m)							
Shade ZOS (m) max		South bank	Yes	<input type="text"/>	No	<input type="text"/>	
<b>SPEA maximum</b>		(For ditch use table3-7)					

Segment No:		If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons					
LWD, Bank and Channel Stability ZOS (m)							
Litter fall and insect drop ZOS (m)							
Shade ZOS (m) max		South bank	Yes	<input type="text"/>	No	<input type="text"/>	
<b>SPEA maximum</b>		(For ditch use table3-7)					

I, Adam Compton (*name of qualified environmental professional*), hereby certify that:

- I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the *Fish Protection Act*;
- I am qualified to carry out this part of the assessment of the development proposal made by the Jane and Jamie Papp (*name of developer*);
- I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
- In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

### Comments

SPEA to be measured from the average high water mark elevation established at Cowichan Lake (164 m).

**Section 3. Site Plan**

**Site Plan**

See following page.



**Section 4. Measures to Protect and Maintain the SPEA**

<p>1. Danger Trees</p>	<p>According to the RAR Assessment Methods (Page 48), danger trees include “standing dead trees that are vertical or lean towards the work area, as well as some live trees with large dead branches or tops”. No such trees were observed within the subject property; however, one large western redcedar tree in the neighboring property to the north has multiple leaders and this may be the result of it being previously topped. While a danger tree assessment of this tree was not within the scope of this RAR assessment, it should be noted that these tops may become hazardous over time. Periodic assessment of the tree by an arborist or other appropriately qualified professional may be warranted.</p> <p>Note that trees may have become dangerous since the assessment was conducted. All proposed and future work within the property is to be conducted at the sole risk of the persons conducting such work.</p> <p>Should any dangerous trees or suspected dangerous trees be identified within the SPEA, they should not be removed until a subsequent RAR Report is prepared to address such tree removal (unless they pose an imminent danger to people and/or property).</p>
<p>I, Adam Compton <u>(name of qualified environmental professional)</u>, hereby certify that:</p> <p>e) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>f) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jane and Jamie Papp (name of developer)</u> ;</p> <p>g) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
<p>2. Windthrow</p>	<p>Given that no trees are to be removed, the development is not expected to increase the risk of windthrow for the remaining trees within the SPEA.</p> <p>By signing below I am indicating that based on the above rationale, it is my professional opinion that this site does not warrant a windthrow assessment by a qualified professional. I am not a qualified windthrow assessor and am therefore not qualified to carry out a windthrow assessment. I have not carried out a windthrow assessment; I have only provided an opinion based on my observations and the guidance provided by the RAR Assessment Methods.</p>
<p>I, Adam Compton <u>(name of qualified environmental professional)</u>, hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jane and Jamie Papp (name of developer)</u> ;</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
<p>3. Slope Stability</p>	<p>It is my professional opinion that a slope stability</p>

FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

	<p>assessment is not required. The 30 m riparian assessment area has a gently sloping topography.</p> <p>By signing below I am indicating that based on the above rationale, it is my professional opinion that this site does not warrant a slope stability assessment by a qualified professional. I am not a qualified slope stability specialist and am therefore not qualified to carry out a slope stability assessment. I have not carried out a slope stability assessment; I have only provided an opinion based on my observations and the guidance provided by the RAR Assessment Methods.</p>
<p>I, Adam Compton (<u>name of qualified environmental professional</u>), hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jane and Jamie Papp (name of developer)</u> ;</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
<p>4. Protection of Trees</p>	<p>While there are few trees adjacent to the proposed developments, care should be taken to ensure unnecessary damage to any trees does not result from development of the site. The following 'do's' and 'do not's' are from the RAR methodologies and are relevant to this site:</p> <ul style="list-style-type: none"> <li>• Do not trench through the primary root zone of a tree</li> <li>• Do not pave around trees</li> <li>• Do not change the ground level around the tree</li> <li>• Do not allow any parking under trees</li> <li>• Do not allow concrete washout or other pollutants to contaminate the soil around trees</li> <li>• Communicate tree protection plans to everyone involved in the project.</li> <li>• Monitor the impacts of construction activities. If roots have been cut make sure they weren't shattered by a backhoe or other equipment. Broken roots should be cut cleanly with a saw.</li> <li>• Mulch about the base of trees to retain moisture. Vertical mulching may be necessary where roots have been severely impacted by machinery or fill.</li> <li>• Prune any broken limbs or small roots with clean cuts.</li> </ul> <p>Invasive plants were not observed during the site visit but may occur here. Hand removal of invasive species anywhere within the subject property is encouraged. The guidance provided by TIPS Factsheets shall be followed for removal of invasive species (<a href="http://bcinvasives.ca/resources/tips/">http://bcinvasives.ca/resources/tips/</a>).</p>
<p>I, Adam Compton (<u>name of qualified environmental professional</u>), hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jane and Jamie Papp (name of developer)</u> ;</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods</p>	

FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

set out in the Schedule to the Riparian Areas Regulation	
5. Encroachment	<p>Given the lack of any public access adjacent to the SPEA, public encroachment is not expected to be a problem at this location. As the SPEA is largely an existing lawn and landscaped area, protecting against encroachment is not applicable. Native planting areas have been incorporated into landscape design in consideration of the existing trees, pathways and infrastructure, therefore these areas will not conflict with use of the yard and beach and will not be at significant risk of encroachment (see Site Plan).</p> <p>It is considered a requirement by the QEP to improve the function and condition of the SPEA that has been encroached upon by the existing development (septic, yard, retaining wall). A variety of riparian planting options were provided to the developer. The developer provided input and a final plan was developed. A minimum total of ~60 m<sup>2</sup> will be planted (47 m<sup>2</sup> of drier soil above the retaining wall and 13 m<sup>2</sup> of wetter soil along the upper beach, below the retaining wall). These areas are shown on the site plan. The following will be planted in these areas:</p> <p><u>Upper Sites:</u>            15 Evergreen huckleberry            13 salal            20 low Oregon grape</p> <p><u>Lower Sites:</u>            3 Nootka rose            9 snow berry</p> <p>All plants shall be a minimum 1 gallon pot size. The fall of 2017 would be an ideal time to plant the shrubs; however, planting could occur in the spring of 2018 provided the developer can commit to watering the plants during the summer dry periods. A final site inspection shall be made in the fall of 2018 to verify that at least 90% of the plants survived. If less than 90% survival is observed, all dead plants shall be replaced.</p> <p>In addition to the above required planting plans, the developer has indicated they may plant a variety of herbaceous flowering plants (native to Vancouver Island) amongst the shrubs. In addition, some hardback (<i>Spirea Douglasii</i>) may be planted in the lower beach area. Both of these activities are very much encouraged but are considered optional and timing, species selection and numbers of plants will be at the discretion of the developer.</p> <p>The SPEA boundary had already been staked when the site was assessed. The boundary shall remain staked or flagged during deck replacement; however, the lawn area in front of the deck could be used to store materials during construction without adverse impacts. Upon completion of construction, any construction materials shall be removed from the SPEA.</p>
I, Adam Compton ( <u>name of qualified environmental professional</u> ), hereby certify that:	

## FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

<p>a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jane and Jamie Papp (name of developer)</u> ;</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
<p>6. Sediment and Erosion Control</p>	<p>Given the gently sloped topography erosion and sediment control is not expected to be a substantial concern for the proposed development. Regardless, the following measures shall be implemented to address the potential but very limited erosion and sediment control concerns:</p> <ul style="list-style-type: none"> <li>• Earthworks (excavation and backfilling) shall not be conducted during heavy rainfall events.</li> <li>• During construction, all exposed soils shall be protected from erosion during rainfall events by covering with poly, tarps or straw/hay mulch or by containing with silt fencing on the downslope side.</li> <li>• Upon completion of construction, all exposed soils shall be protected from erosion by soft methods (gravel, grass seed and straw/hay mulch, landscaping, erosion control blankets etc.).</li> </ul> <p>The measures provided above are simple but are expected to be effective. A highly prescriptive, detailed and thorough erosion and sediment control plan has not been provided as the risk of erosion and sediment control concerns are small both in probability and magnitude.</p>
<p>I, Adam Compton (<u>name of qualified environmental professional</u>), hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jane and Jamie Papp (name of developer)</u> ;</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
<p>7. Stormwater Management</p>	<p>The owner's architect indicates that stormwater from the rooftop of the house currently appears to discharge to perimeter drains that discharge to the ground. During construction, a camera test of the perimeter drain will likely occur to determine its condition, but there is no plan to install a new drain unless it needs replacing. If it needs replacing it's likely that a rock pit will be installed (outside of the SPEA). Regardless, as the amount of rooftop runoff will remain relatively small, the ground is gently sloped and the watercourse is a lake rather than a stream, existing/future stormwater input through the ground is not expected to negatively impact the SPEA nor the lake.</p>
<p>I, Adam Compton (<u>name of qualified environmental professional</u>), hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jane and Jamie Papp (name of developer)</u> ;</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
<p>8. Floodplain Concerns (highly mobile channel)</p>	<p>It is my professional opinion that this measure does not apply to the site as the lake does not have a "highly mobile channel".</p>



FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

	<p>By signing below I am indicating that based on the above rationale, it is my professional opinion that this site does not warrant a floodplain hazard assessment by a qualified professional. I am not a qualified floodplain hazard assessor and am therefore not qualified to carry out a floodplain hazard assessment. I have not carried out a floodplain hazard assessment; I have only provided an opinion based on my observations and the guidance provided by the RAR Assessment Methods.</p>
<p>I, Adam Compton (<u>name of qualified environmental professional</u>), hereby certify that:</p> <p>9. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>10. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jane and Jamie Papp (name of developer)</u> ;</p> <p>11. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	

## Section 5. Environmental Monitoring

Given the relatively low risk for environmental impacts within the SPEA to occur during construction of this project, environmental monitoring during construction is likely to be the minimum amount **required** by the RAR. The following outlines the minimum environmental monitoring requirements, which may be increased at the discretion of the environmental monitor if it is deemed necessary to ensure compliance with the goals and objectives contained in this report.

### Initial Site Visit:

Prior to commencing any construction or demolition activities on the lot, a Qualified Environmental Professional must be contacted to conduct a site visit and attend a pre-work meeting with primary contractors conducting the work. The objective of this initial meeting will be to confirm that all contractors are aware of any relevant measures, conditions and requirements specified in this report. Also, a communications plan will be developed during this meeting to deal with any environmental incidents or emergencies that may arise during the course of construction. At a minimum the communications plan will contain contact numbers for the environmental monitor and appropriate provincial, federal and municipal contacts for potential environmental emergencies (hydrocarbon spills, water quality etc.). The environmental monitor must be immediately contacted in the event of any such emergency.

### Post Construction Site Visit:

The RAR **requires** that a post-development visit and report be prepared by a QEP to certify that "the conditions set out in assessment reports have been properly implemented". Specifically, the QEP should ensure that all measures to protect the SPEA were properly followed. A post-development report shall be prepared and submitted to the RAR Notification System upon completion of demolition activities. Submission of a post-development report may be a CVRD requirement.

As previously described, a final site visit shall be conducted in the fall of 2018 to verify that survival of planted shrubs is adequate (>90%). If replacement plantings are needed, the developer may provide photos to the QEP to verify completion (additional site visit not required).


At the discretion of the QEP, some flexibility regarding timing of site visits is acceptable to minimize costs as much as possible. If it's feasible to conduct only one final site visit, that would be preferable.

### Additional Site Visits:

The potential need for additional site visits will be discussed during the pre-work meeting. The communications plan developed at the initial site visit will provide the contact number for the environmental monitor who must be contacted in the event of an environmental emergency. The following is a list of potential reasons to contact the environmental monitor and determine whether an additional site visit is required:

- Hydrocarbon spills
- Generation of sediment laden runoff into the watercourse or the SPEA
- Any damage to existing, natural riparian vegetation within the SPEA

**Section 6. Photos**

Label	Photo 1. Jan. 31, 2017. Looking east from water's edge at beach, retaining wall and house.
	
Label	Photo 2. Jan. 31, 2017. Looking west from the house toward the lake.
	



FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report


Label	Photo 3. Jan. 31, 2017. Looking south along beach at two 164 m elevation stakes (which line up with the lake ward extent of coniferous trees on a neighboring property).
	

Label	Photo 4. Jan. 31, 2017. Looking north along beach at two 164 m elevation stakes.
	



FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

Label	Photo 5. Jan. 31, 2017. View of existing pathway to the beach.
	
Label	Photo 6. Jan. 31, 2017. Looking west along north side of house and carport. 30 m RAA stake visible to the lower right.
	

FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

Label	Photo 7. Jan. 31, 2017. Looking west along south side of house and carport.
	
Label	Photo 8. Jan. 31, 2017. View of cedar tree with multiple tops (on neighbor's property to the north).
	

## FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

**Section 7. Professional Opinion****Assessment Report Professional Opinion on the Development Proposal's riparian area.**Date 

1. I/We Adam Compton

hereby certify that:

- a) I am/We are qualified environmental professional(s), as defined in the Riparian Areas Regulation made under the *Fish Protection Act*;
- b) I am/We are qualified to carry out the assessment of the proposal made by the developer Jane and Jamie Papp (name of developer), which proposal is described in section 3 of this Assessment Report (the "development proposal"),
- c) I have/We have carried out an assessment of the development proposal and my/our assessment is set out in this Assessment Report; and
- d) In carrying out my/our assessment of the development proposal, I have/We have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation; AND

2. As qualified environmental professional(s), I/we hereby provide my/our professional opinion that:

- a)  if the development is implemented as proposed by the development proposal there will be no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area in which the development is proposed, **OR** (Note: include local government flex letter, DFO Letter of Advice, or description of how DFO local variance protocol is being addressed)
- b)  if the streamside protection and enhancement areas identified in this Assessment Report are protected from the development proposed by the development proposal and the measures identified in this Assessment Report as necessary to protect the integrity of those areas from the effects of the development are implemented by the developer, there will be no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area in which the development is proposed.

**[NOTE: "qualified environmental professional" means an applied scientist or technologist, acting alone or together with another qualified environmental professional, if**

- (a) the individual is registered and in good standing in British Columbia with an appropriate professional organization constituted under an Act, acting under that association's code of ethics and subject to disciplinary action by that association,
- (b) the individual's area of expertise is recognized in the assessment methods as one that is acceptable for the purpose of providing all or part of an assessment report in respect of that development proposal, and
- (c) the individual is acting within that individual's area of expertise.]



SUMMARY OF QUALIFICATIONS –  
 QUALIFIED ENVIRONMENTAL PROFESSIONAL, RIPARIAN ASSESSMENTS FOR THE  
 RIPARIAN AREAS REGULATION

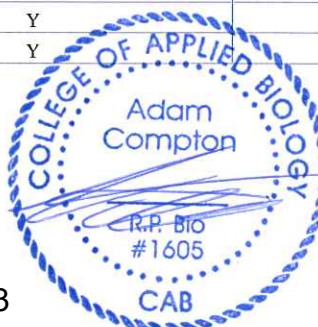
Date:	June 4, 2017		
May 15, 2017	Adam Compton		
Professional designation:	R.P.Bio		
Professional association:	College of Applied Biology		
Registration number:	1605		
Training in Riparian Areas Regulation assessment methods			
Organization or agency delivering training:	Qualified Environmental Professional Workshops, BC MFLNRO		
Name of trainer:	Michelle Jones and various MFLNRO staff		
Date of training session:	November 2015, January 2013 & February 2012		
Certificate number:	n/a (workshops are not the official RAR Training Program offered by VIU)		
Other relevant education, training or experience			
Course Title:	Wildlife/Danger Tree Assessor's Course – Parks and Recreation Module		
Organization or agency delivering training:	University of Northern British Columbia		
Name of trainer:	Michael G. Shepard		
Date of training session:	May 2011		
Certificate number:	P1286 (expired)		
Riparian assessments completed or contributed to (add lines or pages as needed)			
Report Number	Creation Date	Lead Professional (Y/N)	Supporting Professional (Y/N)
92	2006-05-12	Y	N
166	2006-07-31	Y	N
176	2006-08-11	Y	N
336	2007-01-30	Y	N
349	2007-02-14	Y	N
415	2007-04-05	Y	N
436	2007-04-26	Y	N
560	2007-07-26	Y	N
567	2007-07-28	Y	N
588	2007-08-21	Y	N
613	2007-09-11	Y	N
634	2007-10-02	Y	N
644	2007-10-17	Y	N
670	2007-11-14	Y	N
671	2007-11-14	Y	N
682	2007-11-23	Y	N
712	2007-12-19	Y	N
730	2008-01-12	Y	N
816	2008-03-15	Y	N
1014	2008-07-25	Y	N
1022	2008-08-01	Y	N
1032	2008-08-07	Y	N
1085	2008-09-15	Y	N
1079	2008-09-11	Y	N
1086	2008-09-15	Y	N
1103	2008-09-25	Y	N
1104	2008-09-26	Y	N
1115	2008-10-02	Y	N
1122	2008-10-07	Y	N
1123	2008-10-07	Y	N
1153	2008-11-14	Y	N
1206	2009-01-20	Y	N
1217	2009-02-13	Y	N
1265	2009-04-14	Y	N
1292	2009-05-12	Y	N
1330	2009-06-26	Y	N
1340	2009-07-06	Y	N



1396	2009-08-29	Y	N
1411	2009-09-19	Y	N
1457	2009-10-30	Y	N
1460	2009-11-02	Y	N
1491	2009-12-01	Y	N
1537	2010-01-31	Y	N
1538	2010-01-31	Y	N
1568	2010-03-02	Y	N
1583	2010-03-24	Y	N
1607	2010-04-22	Y	N
1631	2010-05-23	Y	N
1697	2010-07-07	Y	N
1711	2010-07-13	Y	N
1667	2010-06-14	Y	N
1741	2010-08-13	Y	N
1757	2010-08-25	Y	N
1789	2010-09-28	Y	N
1796	2010-10-01	Y	N
1856	2010-12-17	Y	N
1860	2010-12-21	Y	N
1915	2011-02-17	Y	N
2035	2011-06-08	Y	N
2047	2011-06-17	Y	N
2075	2011-07-12	Y	N
2080	2011-07-18	Y	N
2082	2011-07-21	Y	N
2090	2011-08-02	Y	N
2115	2011-08-24	Y	N
2178	2011-10-17	Y	N
2237	2011-12-20	Y	N
2330	2012-04-10	Y	N
2334	2012-04-11	Y	N
2345	2012-04-20	Y	N
2416	2012-06-26	Y	N
2627	2012-12-11	Y	N
2882	2013-09-11	Y	N
2896	2013-09-26	Y	N
3094	2014-05-14	Y	N
3243	2014-09-16	Y	N
3348	2014-12-11	Y	N
3467	2015-03-24	Y	N
3491	2015-04-13	Y	N
3519	2015-04-30	Y	N
3549	2015-05-20	Y	N
3702	2015-08-27	Y	N
3937	2016-03-10	Y	N
3945	2016-03-16	Y	N
3971	2016-04-05	Y	N
3977	2016-04-11	Y	N
3984	2016-04-13	Y	N
3986	2016-04-16	Y	N
4116	2016-06-30	Y	N
4216	2016-09-01	Y	N
4245	2016-09-20	Y	N
4291	2016-10-19	Y	N
4426	2017-01-24	Y	N

Qualified Environmental Professional Signature      Date

 June 4/17



Original signed + sealed JUN 4/17

## Riparian Assessment Assurance Statement – Qualified Environmental Professional

**Note:** This Statement is to be read and completed in conjunction with the *Professional Practice Guidelines – Legislated Riparian Assessments* and the Riparian Areas Regulation 2004 OIC 837 and is to be provided for *riparian assessments* (not landslides, floods or flood controls) for the purposes of the Riparian Areas Regulation. Italicized words are defined in the guidelines.

To: The *Approving Authority*

Date: Aug. 25, 2017

Cowichan Valley Regional District

175 Ingram St, Duncan, BC V9L 1N8

With reference to the Riparian Areas Regulation for the property:

9172 Meades Creek Road, Cowichan Lake, BC (PID: 000344613)

The undersigned hereby gives assurance that he/she is a *Qualified Environmental Professional*:

Name of *Qualified Environmental Professional*: Adam Compton

Professional designation: R.P.Bio.

Professional association: College of Applied Biology of British Columbia

I have signed, sealed and dated, and thereby certified, the attached riparian assessment report on the property in accordance with the *Professional Practice Guidelines – Legislated Riparian Assessments* and with the *assessment methods*. That report must be read in conjunction with this statement. In preparing that report I have:

Check to the left of applicable items. If any items are not checked, the reasons should be explained in the *Qualified Environmental Professional's* riparian assessment report.

- 1. Collected and reviewed appropriate background information
- 2. Reviewed the *development proposal* on the property
- 3. Conducted field work on and, if required, beyond the property
- 4. Reported on the results of the field work on and, if required, beyond the property
- 5 Incorporated recommendations or assessment results from other *specialists*
- 6 Prescribed *measures* to protect and maintain the integrity of the streamside protection and enhancement area
- 7 Prescribed *measures* to avoid the occurrence of a *HADD\**
- 8. Reported on the requirements for *field reviews* or *environmental monitoring* of the property during or following site works for the proposed *development* and recommended who should conduct those *field reviews* or *environmental monitoring*.

9. Reviewed the *riparian assessment* report with the *client* and explained the content and the *measures* required to be implemented.

*\*HADD – harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes*

I hereby confirm that in my professional opinion, based on the conditions contained in the attached *riparian assessment report*, as required by the Riparian Areas Regulation (Section 4):

Check one:

If the *development* is implemented as proposed there will be no harmful alteration, disruption or destruction of *natural features, functions and conditions* that support fish life processes in the *riparian assessment area*.

If the *streamside protection and enhancement areas* identified in the report are protected from the *development* and the *measures* prescribed in the report as necessary to protect the integrity of those areas from the effects of the *development* are implemented by the *developer*, there will be no harmful alteration, disruption or destruction of *natural features, functions and conditions* that support fish life processes in the *riparian assessment area*, and

Check one:

with one or more recommended registered covenants

without any registered covenant.



**COWICHAN VALLEY REGIONAL DISTRICT**  
**DEVELOPMENT PERMIT WITH VARIANCE**

FILE NO: 02-I-17DP-VAR  
DATE: \_\_\_\_\_

**REGISTERED PROPERTY OWNER(S):**

JANE AND JAMIE PAPP  
\_\_\_\_\_  
\_\_\_\_\_

1. This Development Permit with Variance 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 Permit with Variance applies to and only to those lands within the Regional District described below:

*LOT 9, BLOCK H, SECTION 23, RENFREW DISTRICT, PLAN 1445  
(PID: 000-344-613)*

**3. Authorization is hereby given for the renovation of the existing dwelling, accessory building and carport in accordance with the following requirements:**

- **Development shall occur in accordance with the attached Schedules;**
- **Section 5.12.4 (R-2 Setbacks) of Zoning Bylaw No. 2465 is varied as follows:**
  - **South side parcel line setback varied from 3.0 metres to 1.0 metre for proposed new carport.**
  - **South side parcel line setback of existing dwelling varied from 3.0 metres to 0.83 metres for proposed new stairs and to 0.3 metres for the existing southeast corner of the dwelling.**
  - **South side parcel line setback of existing accessory building varied from 3.0 metres to 1.0 metre.**
  - **North side parcel line setback of existing roof structural supports varied from 3.0 metres to 1.67 metres.**

**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 D – RAR Report**

- 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 Permit with Variance have been complied with to the satisfaction of the Land Use Services Department.

**AUTHORIZING RESOLUTION XXXX PASSED BY THE BOARD OF THE COWICHAN VALLEY REGIONAL DISTRICT THE XX DAY OF MONTH, 20XX.**

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 Permit with Variance 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 DENNIS MOORE (agent) on behalf of JANE & JAMIE PAPP (owners) other than those contained in this Permit.

\_\_\_\_\_  
Owner/Agent (signature)

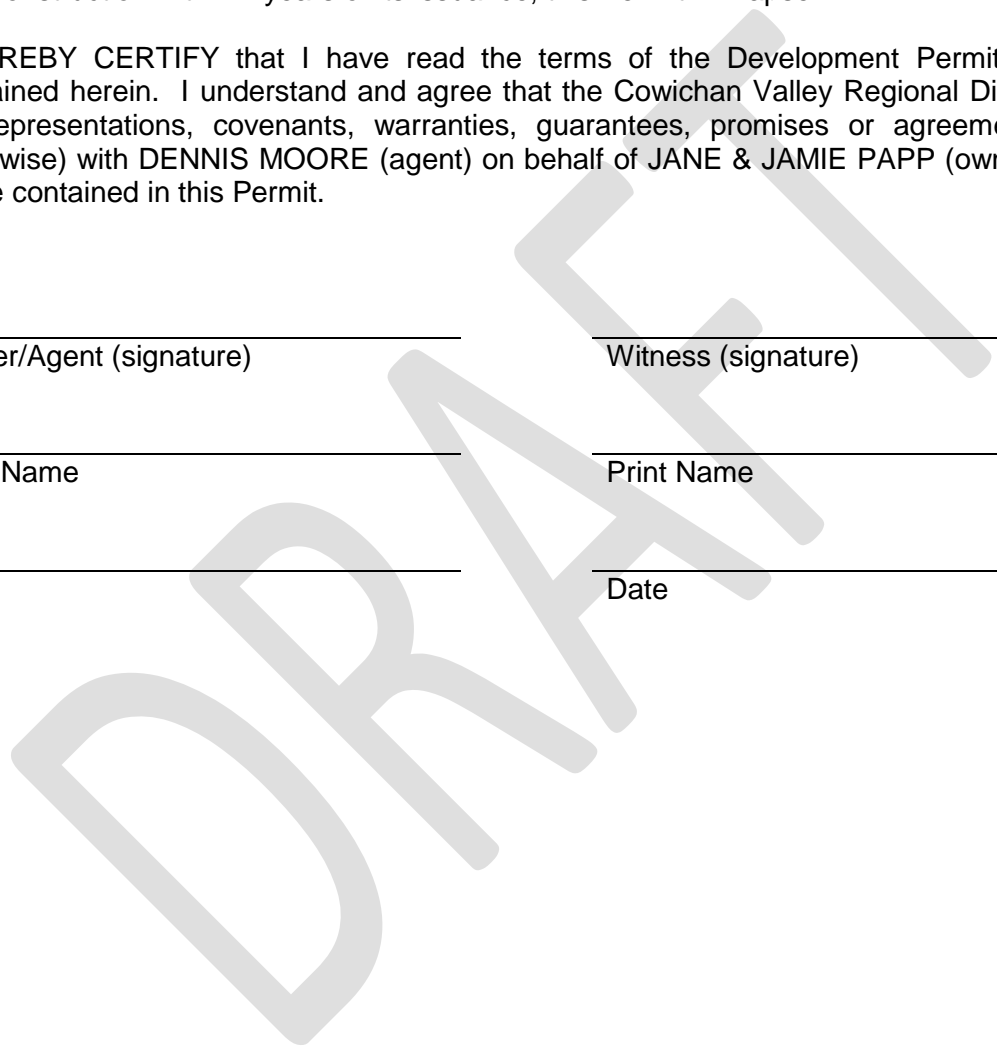
\_\_\_\_\_  
Witness (signature)

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date









# STAFF REPORT TO COMMITTEE

**DATE OF REPORT** January 8, 2018

**MEETING TYPE & DATE** Electoral Area Services Committee Meeting of January 17, 2018

**FROM:** Inspection & Enforcement Division  
Land Use Services Department

**SUBJECT:** 2017 Inspection & Enforcement Division Year End Building Report

**FILE:**

## PURPOSE/INTRODUCTION

The purpose of this report is to inform the Electoral Area Services Committee of the Inspection & Enforcement Division's building activity for 2017.

## RECOMMENDED RESOLUTION

For information.

## BACKGROUND

At the beginning of each year, the Electoral Area Services Committee is provided with an update on the previous year's building activities. The 2017 Inspection & Enforcement Division Year End Building Report follows.

## ANALYSIS

The Inspection & Enforcement Division is currently comprised of four dedicated full time Building Inspectors, a Plan Checker and a Chief Building Inspector, all managed by the Manager of Inspection & Enforcement. Building Inspection is provided to all 9 electoral areas which also includes the Gulf Islands encompassed by Area G.

In 2017, a strong economy and housing shortage have contributed to an increase of 6.5% to the total number of building permit applications issued over the previous year. 505 new permits were issued including 236 new housing starts generating \$922,443.00 in permit income revenue, a record year for the CVRD.

The newly created position of Plan Checker has been very successful in contributing to front counter customer service and aiding the building permit application package process leading to faster permit turn around times.

Amendments to the Building Bylaw (No. 3422) including increased fines and double permit fees have been a very useful deterrent for reducing the number of structures being constructed without permits.

## FINANCIAL CONSIDERATIONS

N/A

## COMMUNICATION CONSIDERATIONS

N/A

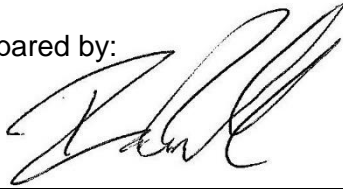
## STRATEGIC/BUSINESS PLAN CONSIDERATIONS

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

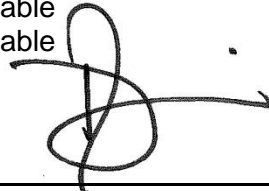
Prepared by:



\_\_\_\_\_  
Ian MacDonald, RBO  
Chief Building/Plumbing Inspector/Bylaw  
Enforcement Officer

Reviewed by:

\_\_\_\_\_  
Not Applicable  
Not Applicable



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

**ATTACHMENTS:**

Attachment A – December 2017 Building Report



**MEMORANDUM**

**DATE:** January 3, 2017

**TO:** Ross Blackwell, General Manager, Land Use Services Department

**FROM:** Ian MacDonald, RBO, Chief Building Inspector, Inspections & Enforcement Division

**SUBJECT:** BUILDING REPORT FOR THE MONTH OF DECEMBER, 2017

There were 26 Building Permits and 1 Demolition Permit(s) issued for a total of 27 Permits during the month of December at a total value of \$3,234,670

Electoral Area	Commercial	Institutional	Industrial	New SFD	Residential	Agricultural	Permits this Month	Permits this Year	Value this Month	Value this Year
"A"					20,000		1	79	20,000	32,749,458
"B"	33,000			1,050,000	397,000		14	113	1,480,000	15,886,695
"C"							0	45	-	3,652,780
"D"				646,570			2	57	646,570	8,793,485
"E"	5,500			250,000	18,540	24,480	5	61	298,520	7,044,265
"F"					124,800		1	25	124,800	2,500,800
"G"							0	39	-	5,002,702
"H"				425,740	59,040		3	35	484,780	4,972,340
"I"		180,000					1	51	180,000	10,190,140
<b>Total</b>	<b>\$ 38,500</b>	<b>\$ 180,000</b>	<b>\$ -</b>	<b>2,372,310</b>	<b>619,380</b>	<b>24,480</b>	<b>27</b>	<b>505</b>	<b>3,234,670</b>	<b>90,792,665</b>

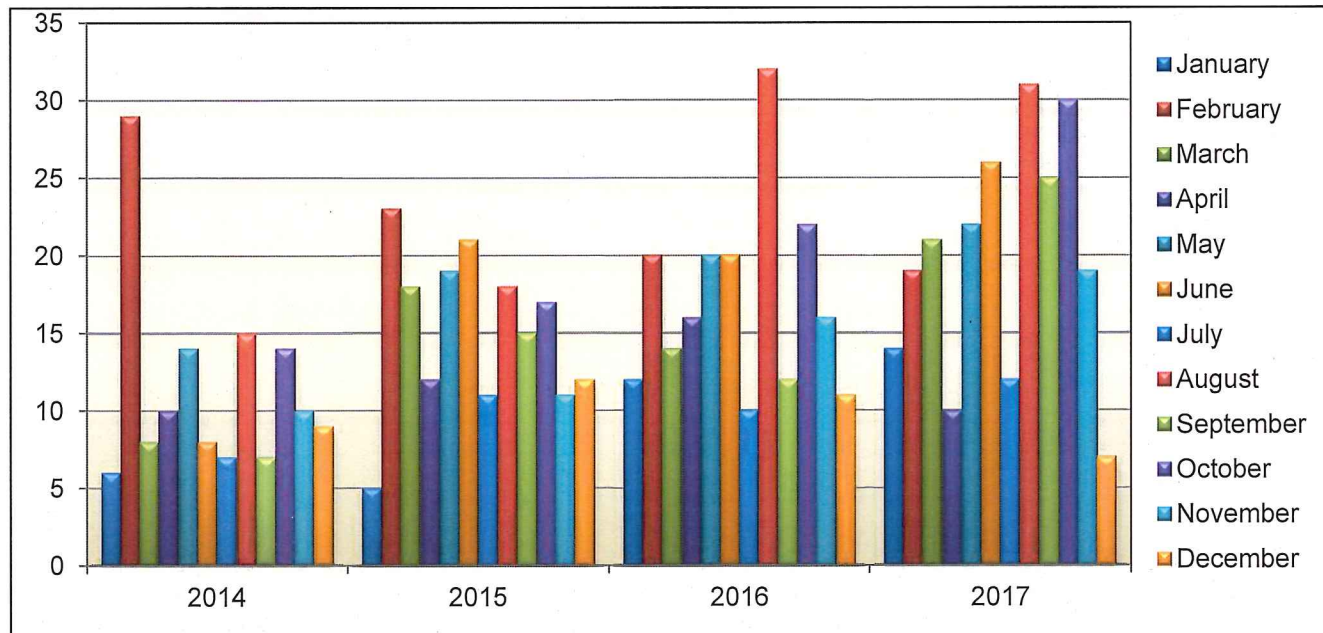
I. MacDonald, RBO  
 Chief Building Inspector, Inspections & Enforcement Division  
 Land Use Services Department  
 IM/lar

**NOTE:** For a comparison of New Housing Starts from 2014 to 2017, see page 2  
 For a comparison of Total Number of Building Permits from 2014 to 2017, see page 3



### TOTAL OF NEW HOUSING STARTS

	2014	2015	2016	2017
January	6	5	12	14
February	29	23	20	19
March	8	18	14	21
April	10	12	16	10
May	14	19	20	22
June	8	21	20	26
July	7	11	10	12
August	15	18	32	31
September	7	15	12	25
October	14	17	22	30
November	10	11	16	19
December	9	12	11	7
<b>YTD Totals</b>	<b>137</b>	<b>182</b>	<b>205</b>	<b>236</b>

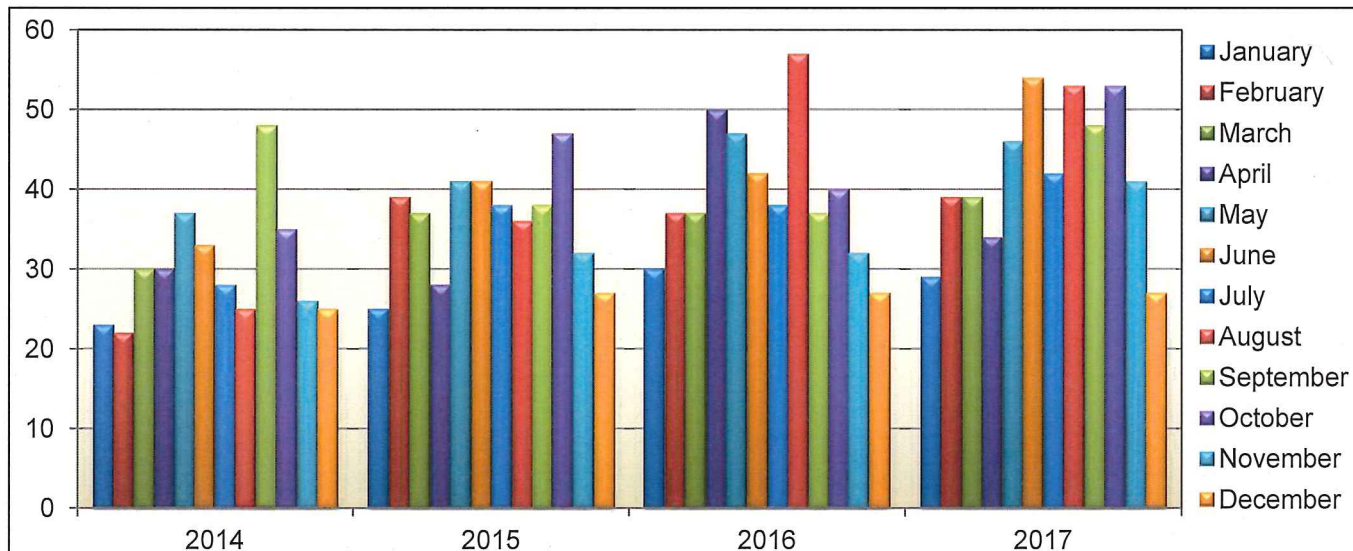


72



### TOTAL BUILDING PERMITS ISSUED

	2014	2015	2016	2017
January	23	25	30	29
February	22	39	37	39
March	30	37	37	39
April	30	28	50	34
May	37	41	47	46
June	33	41	42	54
July	28	38	38	42
August	25	36	57	53
September	48	38	37	48
October	35	47	40	53
November	26	32	32	41
December	25	27	27	27
<b>YTD Totals</b>	<b>362</b>	<b>429</b>	<b>474</b>	<b>505</b>



73







# STAFF REPORT TO COMMITTEE

**DATE OF REPORT** January 8, 2018

**MEETING TYPE & DATE** Electoral Area Services Committee Meeting of January 17, 2018

**FROM:** Inspection & Enforcement Division  
Land Use Services Department

**SUBJECT:** 2017 Year End Bylaw Enforcement Report

**FILE:** BE18REG01

## PURPOSE/INTRODUCTION

The purpose of this report is to inform the Electoral Area Services Committee of the Inspection & Enforcement's Bylaw Enforcement activity for 2017.

## RECOMMENDED RESOLUTION

For information.

## BACKGROUND

At the beginning of each year, the Electoral Area Services Committee is provided with an update on the previous year's bylaw enforcement activities. The 2017 Year End Bylaw Enforcement Report follows.

## ANALYSIS

Bylaw Enforcement is comprised of two dedicated full-time Bylaw Enforcement Officers as well as four Building Inspectors who assist in some investigations and managed by the Manager of Inspection & Enforcement. Bylaw enforcement is undertaken mainly in the nine electoral areas and does extend out to the four municipalities for bylaws concerning waste management (e.g.: licenced facilities) and parks/trails (e.g. Cowichan Valley Trail). Investigations are initiated mainly in response to a formal complaint.

In 2017, the complaint numbers were similar to 2016, which was one of the busiest years. A significant amount of issues are resolved informally over the phone or at the front counter.

Bylaw enforcement undertakes preventative measures with patrols in parks and trails along with SPCA staff for dog control issues. Communication through advertising and social media and the many phone queries that are received daily also prevents issues from developing or continuing.

The Ticket Information Authorization Bylaw (No. 3209) continues to be a useful tool in enforcement since it became operational in June 2009. Compliance is often gained with the knowledge that a ticket is a real possibility. 18 Tickets were issued in 2017 for dog, building, parks, burning and noise related issues.

Dog control is contracted out to the SPCA who handles all first contact complaints. If issues become irresolvable at this level they are then turned over to the Bylaw Enforcement Officer and subsequently to the CVRD solicitor, if need be. A good working relationship with the SPCA continues and has resulted in acceptable customer service. We are in the midst of renewing this contract.

The sale of dog licences totalled 2641 in 2017 which is fairly consistent with 2016 totals. The current fee schedule for dog licences (\$35, with \$10 discount until the end of March) has been unchanged since 2010.

**FINANCIAL CONSIDERATIONS**

N/A

**COMMUNICATION CONSIDERATIONS**

N/A

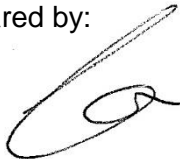
**STRATEGIC/BUSINESS PLAN CONSIDERATIONS**

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

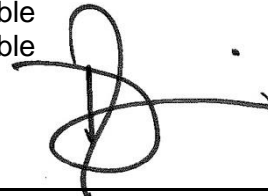
Prepared by:



Nino Morano  
Bylaw Enforcement Officer

Reviewed by:

Not Applicable  
Not Applicable



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

**ATTACHMENTS:**

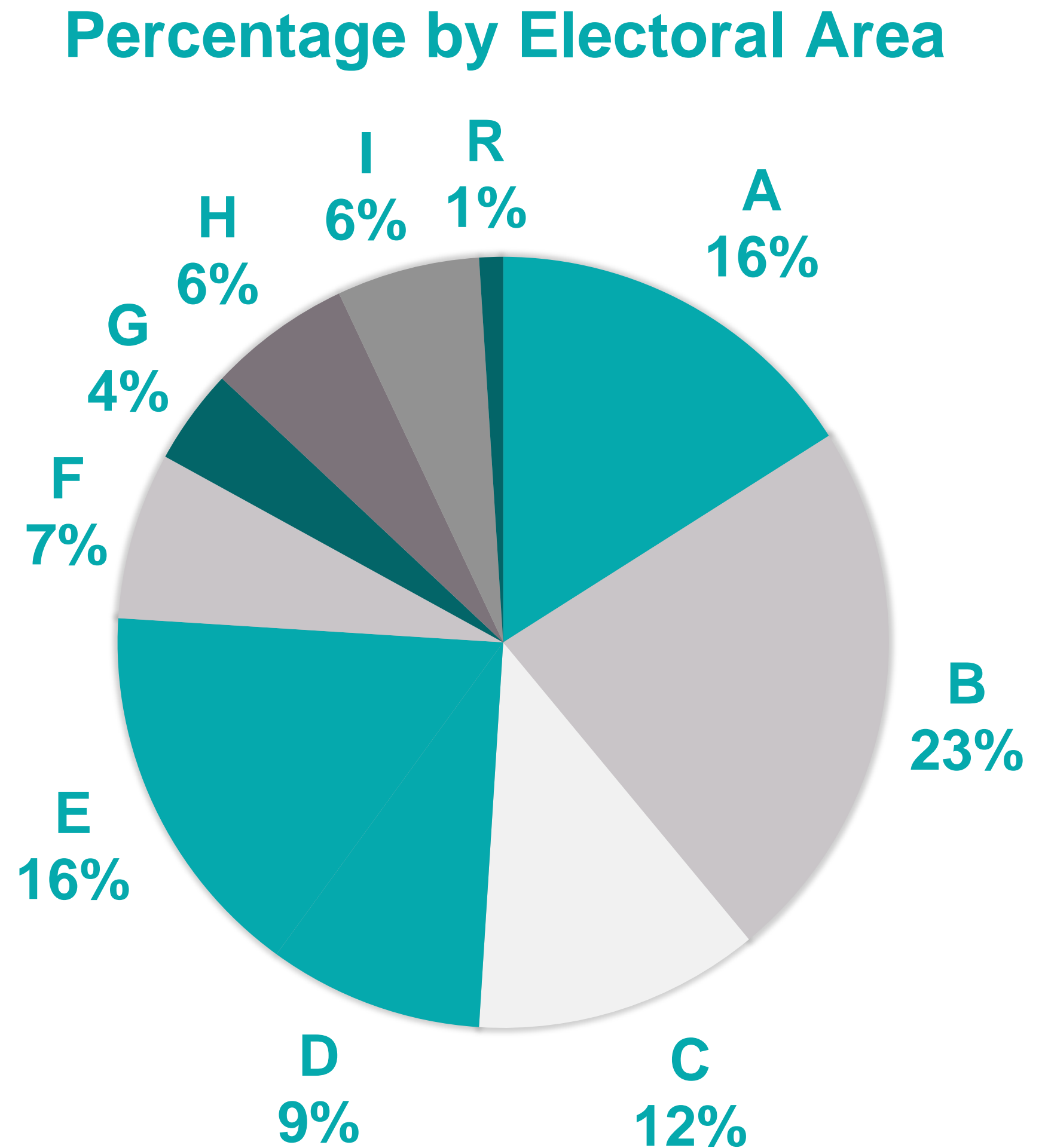
Attachment A - 2017 Bylaw Enforcement PowerPoint Statistics

# 320 – Bylaw Enforcement Report – Year Summary 2017

Participating Areas – All electoral areas

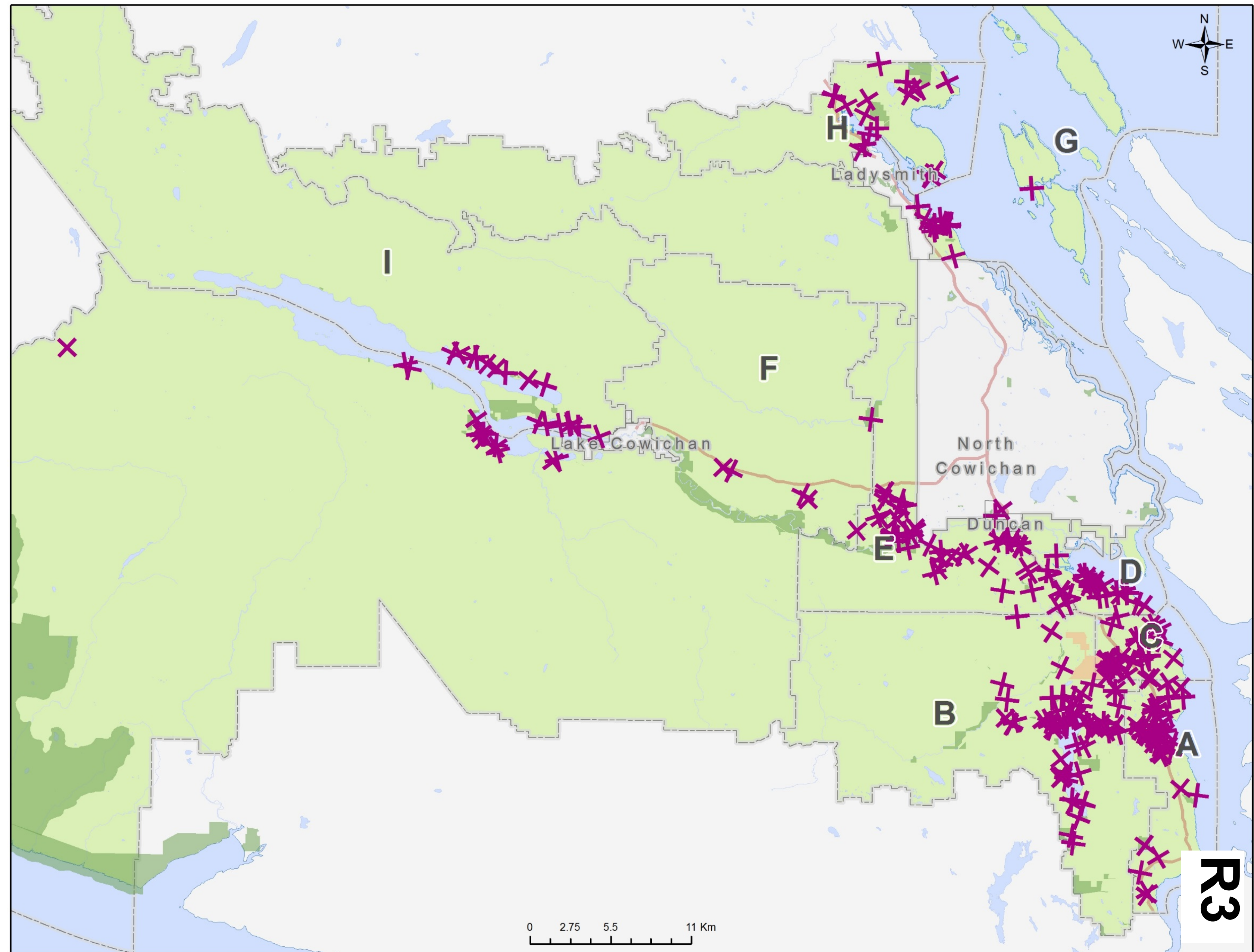
Purpose – Annual review of Bylaw Enforcement files

Electoral Area	Percentage Of Total	Year Total
A	16%	45
B	23%	64
C	12%	33
D	9%	24
E	16%	45
F	7%	19
G	4%	12
H	6%	17
I	6%	18
Regional	1%	3
<b>Total</b>		<b>280</b>



77









# STAFF REPORT TO COMMITTEE

**DATE OF REPORT** January 5, 2018

**MEETING TYPE & DATE** Electoral Area Services Committee Meeting of January 17, 2018

**FROM:** General Manager  
Land Use Services Department

**SUBJECT:** First Floor Renovation

**FILE:**

## PURPOSE/INTRODUCTION

The purpose of this report is to seek a project specific resolution for short-term borrowing to fulfil the Municipal Finance Authority requirements in relation to the first floor renovation project.

## RECOMMENDED RESOLUTION

That it be recommended to the Board:

1. That a maximum of \$300,000 in short term borrowing for the purpose of Ingram Street first floor building renovations be approved and that the loan be paid back over five years pursuant to Liabilities under Agreements Section 175 of the *Community Charter*; and
2. That the 2018 Capital Building Improvements budget be amended to \$300,000 and increase the Capital Short Term Borrowing costs by \$300,000.

## BACKGROUND

During the 2017 budget process, the Board considered and approved short-term borrowing for \$200,000 for the purposes of facilitating a renovation of the first floor to improve efficiency and effectiveness of the space plus address a building code non-compliance issue with the renovation costs divided by four Departmental Divisions. At this time, the cost was a Class “D” estimate and was based on resourcing the project labour internally. However, during the project development, it was determined that the renovations could not be resourced internally as anticipated. Accordingly, the project was tendered and a contract was awarded to Graphic Office Interiors Ltd. for project management and equipment supply. This resulted in increased costs both in terms of project management and in relation to a more accurate Class A scoping of the associated renovation costs. Through this process, it was determined that an additional \$100,000 in short-term borrowing would be required to complete the project. This was brought forward for consideration during the 2018 budget process and was approved.

The project has been divided into two steps for reasons of operational logistics. The first step was largely completed by the end of December. A small amount of work is being carried forward to 2018 together with completion of the step 2 phase. Due to these logistics, the \$200,000 designated for 2017 Capital Building Improvements budget project work was rolled-over to 2018 and was added to the 2018 Capital Building Improvements budget for a total of \$300,000 (2017 and 2018 costs) in short-term borrowing by four Divisions.

Pursuant to the requirements of the Municipal Finance Authority, a specific Board resolution is required to facilitate the short-term borrowing as set out above. In addition, a Board resolution is required to amend the 2018 Capital Building Improvements budget to \$300,000 and increase the Capital Short Term Borrowing costs to \$300,000 reflecting the combined total of the \$200,000 2017 costs and the \$100,000 2018 costs.

**ANALYSIS**

N/A

**FINANCIAL CONSIDERATIONS**

As noted above.

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

Prepared by:



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

Reviewed by:

\_\_\_\_\_  
Not Applicable  
Not Applicable

\_\_\_\_\_  
Not Applicable  
Not Applicable





# STAFF REPORT TO COMMITTEE

**DATE OF REPORT** November 20, 2017

**MEETING TYPE & DATE** Electoral Area Services Committee Meeting of January 17, 2018

**FROM:** Water Management Division  
Engineering Services Department

**SUBJECT:** Honeymoon Bay Water System Service Area Exclusion – South Shore Road

**FILE:** 0540-20-EAS/05

## PURPOSE/INTRODUCTION

The purpose of this report is to bring forward a request for exclusion of PID 005-186-501 from the Honeymoon Bay Water System Service Area, the Honeymoon Bay Water System Debt Repayment Service Area (Sutton Creek) and the Honeymoon Bay Well No. 2 Debt Service Area.

## RECOMMENDED RESOLUTION

That it be recommended to the Board:

1. That the Certificates of Sufficiency confirming that a sufficient petition requesting exclusion from the Honeymoon Bay Water System Service Area, the Honeymoon Bay Water System Debt Repayment Service Area (Sutton Creek); and the Honeymoon Bay Well No. 2 Debt Repayment Service Area be received;
2. That CVRD Bylaw No. 1588 cited as "CVRD – Honeymoon Bay Local Service (Community Water Supply and Distribution) Establishment Bylaw No. 10, 1993" be amended to exclude PID 005-186-501, Lot 1, Plan 10260, Section 13, Renfrew District, (Situated in Cowichan Lake District);
3. That "CVRD Bylaw No. 2967 – Honeymoon Bay Water System Debt Repayment Service Establishment Bylaw, 2007" be amended to exclude PID 005-186-501, Lot 1, Plan 10260, Section 13, Renfrew District, (Situated in Cowichan Lake District);
4. That "CVRD Bylaw No. 3980 – Honeymoon Bay Well No. 2 Debt Repayment Service Establishment Bylaw, 2016" be amended to exclude PID 005-186-501, Lot 1, Plan 10260, Section 13, Renfrew District, (Situated in Cowichan Lake District);
5. That amendment bylaws be forwarded to the Board for consideration of three readings and upon registration of a "no-build" covenant on PID 005-186-501, be considered for adoption; and
6. That the request from the owners of PID 005-186-501, Lot 1, Plan 10260, Section 13, Renfrew District, (Situated in Cowichan Lake District), to refund their 2017 parcel taxes (\$576.43 including 5.25% Surveyor of Taxes fee) for the above noted service areas be denied.

## BACKGROUND

In 2007 owners of the above noted property signed a petition to join the Honeymoon Bay Water service area and (Sutton Creek) Debt Repayment Service Area. There was no house or water service connection to this property. The owner did not pay a connection fee, as it was included with the merging of Sutton Creek water system with Honeymoon Bay.

In 2016, new property owners paid and received a water service connection to this property and subsequently discovered there was not enough room for a septic field. This property was then sold to the current owners, Raymond and Nancy Hughes.

In May 2017, the current owners requested removal of the water meter and have now requested repayment of the 2017 parcel taxes. (letter Attachment C)

### ANALYSIS

The Planning and Development Department advises that

- The parcel could be consolidated with the adjacent one that has a home, which would accomplish the same thing as removal from the service area (i.e. no more parcel tax for the small lot) and so the land area that was formerly this parcel could remain in the service area;
- Leaving it as a separate parcel that is excluded from the service area is less desirable because they, or a future owner, could decide to sell it to a third party at some point as long as it has its own title and hypothetically it could develop on a well. The antidote to this is to remove it from the service area, but require a no-build covenant on the parcel prior to its exclusion.

Water Management comments:

A water service connection to this property is stubbed and water meter was removed in May 2017.

#### Options:

Various options to the above recommendations include:

Items 2-4:

Exclusion from 3 service areas be denied and the owner seek consolidation of the two lots.

Item 5:

Allow exclusion from the various services areas without consideration of a “no-build” covenant.

Item 6:

Repayment of 2017 parcel taxes be approved.

### FINANCIAL CONSIDERATIONS

For properties located within the Honeymoon Bay Water Service and debt services areas, the homes are entitled to water service if supply is available. All costs for a water service connection are the responsibility of the property owners.

The previous owners paid \$2,233 for the water service connection in 2016 of which \$250 was the value of a water meter.

Each new user removed from these service areas will reduce annual parcel taxes by the following amounts and increase the taxes for the remaining customers.

Honeymoon Bay Water System Service Area: Parcel Tax \$303.50

Honeymoon Bay Water System Debt Repayment Service Area (Sutton Creek): Parcel Tax \$119.00

Honeymoon Bay Well No. 2 Debt Service Area: Parcel Tax \$ \$125.00

**COMMUNICATION CONSIDERATIONS**

The amendment bylaw requires the approval of the service area voters before it can be adopted. In cases where a sufficient petition for service has been received, voter approval may be obtained by the Electoral Area Director consenting, in writing, to the adoption of the bylaw. The Engineering Services Department is responsible for the operation and administration of this service. A valid and sufficient Petition for Service has been received. The Certificate of Sufficiency and a site plan are attached for consideration.

**STRATEGIC/BUSINESS PLAN CONSIDERATIONS**

The Corporate Strategic Plan includes an objective to achieve compact, mixed communities. Coordination of water, sewer, and other infrastructure is the strategic action identified to promote compact, mixed-use communities. The recommended resolution provides a reliable essential service.

Referred to:

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

Prepared by:

\_\_\_\_\_  
Louise Knodel-Joy  
Engineering Technologist II

Reviewed by:

\_\_\_\_\_  
Brian Dennison, P. Eng.  
Manager

\_\_\_\_\_  
Hamid Hatami, P. Eng.  
General Manager

**ATTACHMENTS:**

- Attachment A – Certificate of Sufficiency
- Attachment B – Map of Area
- Attachment C – Owner Request



## CERTIFICATE OF SUFFICIENCY

I hereby certify that the petition to reduce the boundary of the *Honeymoon Bay Water System Service Area* within a portion of Electoral Area F – Cowichan Lake South/Skutz Falls by excluding PID: 005-186-501 is sufficient, pursuant to section 337.3 of the *Local Government Act*.

DATED at Duncan, British Columbia  
this 1<sup>st</sup> day of December 2017

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\_\_\_\_\_  
Kathleen Harrison, Deputy Corporate Secretary

### Honeymoon Bay Water System Service Area

Total Number of Parcels requesting exclusion from the service area: (PID: 005-186-501)	1
Net Taxable Value of All Land and Improvements of Parcels Requesting exclusion from the service area:	\$27,100
Number of Petitions received:	1
Net Taxable Value of Petitions received (Land and Improvements):	\$27,100

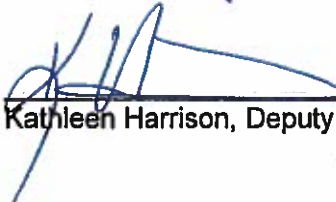




**CERTIFICATE OF SUFFICIENCY**

I hereby certify that the petition to reduce the boundary of the *Honeymoon Bay Water System Debt Repayment Service Area* within a portion of Electoral Area F – Cowichan Lake South/Skutz Falls by excluding PID: 005-186-501 is sufficient, pursuant to section 337.3 of the *Local Government Act*.

DATED at Duncan, British Columbia )  
this 1<sup>st</sup> day of December 2017 )  
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\_\_\_\_\_  
Kathleen Harrison, Deputy Corporate Secretary

**Honeymoon Bay Water System Debt Repayment Service Area**

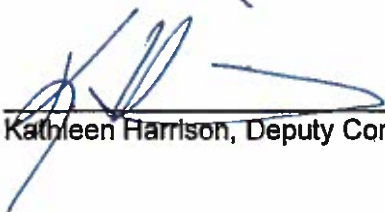
Total Number of Parcels requesting exclusion from the service area: (PID: 005-186-501)	1
Net Taxable Value of All Land and Improvements of Parcels Requesting exclusion from the service area:	\$27,100
Number of Petitions received:	1
Net Taxable Value of Petitions received (Land and Improvements):	\$27,100



**CERTIFICATE OF SUFFICIENCY**

I hereby certify that the petition to reduce the boundary of the *Honeymoon Bay Well No. 2 Debt Repayment Service (Loan Authorization) Area* within a portion of Electoral Area F – Cowichan Lake South/Skutz Falls by excluding PID: 005-186-501 is sufficient, pursuant to section 337.3 of the *Local Government Act*.

DATED at Duncan, British Columbia )  
this 1<sup>st</sup> day of December 2017 )  
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\_\_\_\_\_  
Kathleen Harrison, Deputy Corporate Secretary

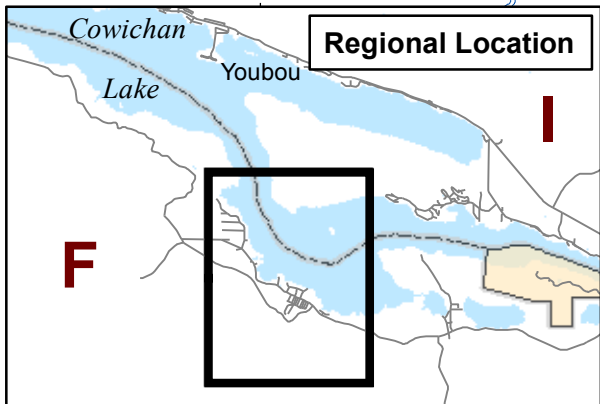
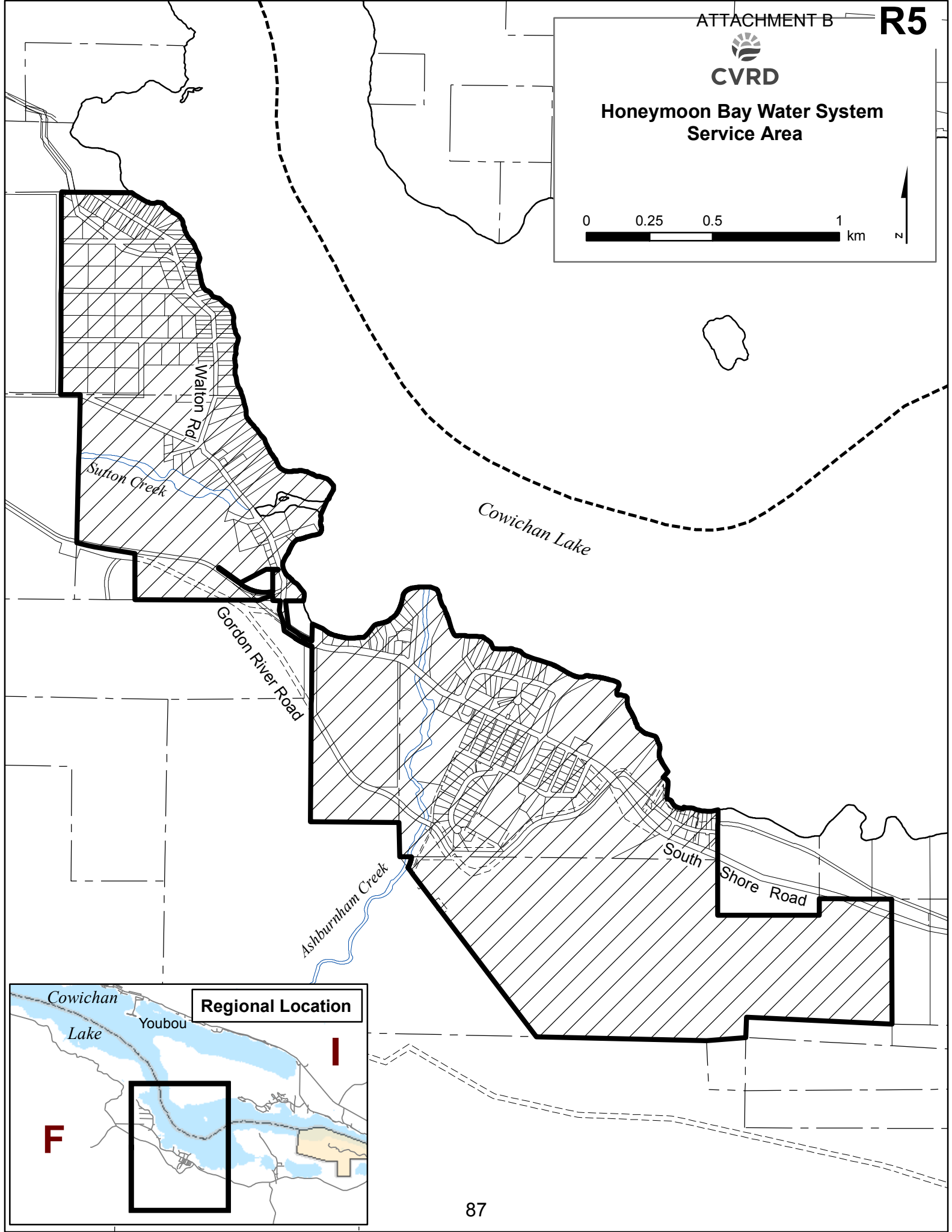
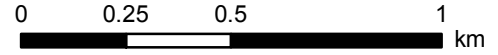
**Honeymoon Bay Well No. 2 Debt Repayment Service (Loan Authorization) Area**

Total Number of Parcels requesting exclusion from the service area: (PID: 005-186-501)	1
Net Taxable Value of All Land and Improvements of Parcels Requesting exclusion from the service area:	\$27,100
Number of Petitions received:	1
Net Taxable Value of Petitions received (Land and Improvements):	\$27,100



CVRD

Honeymoon Bay Water System  
Service Area

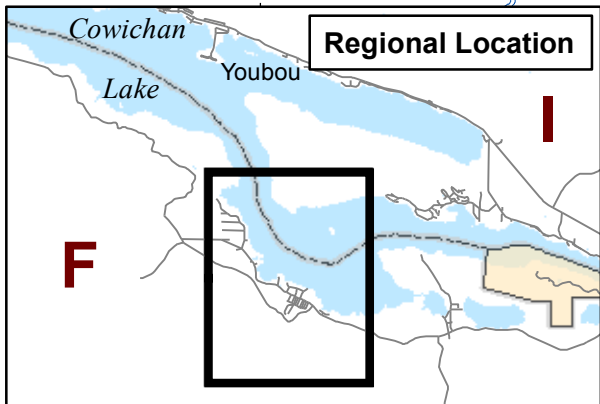
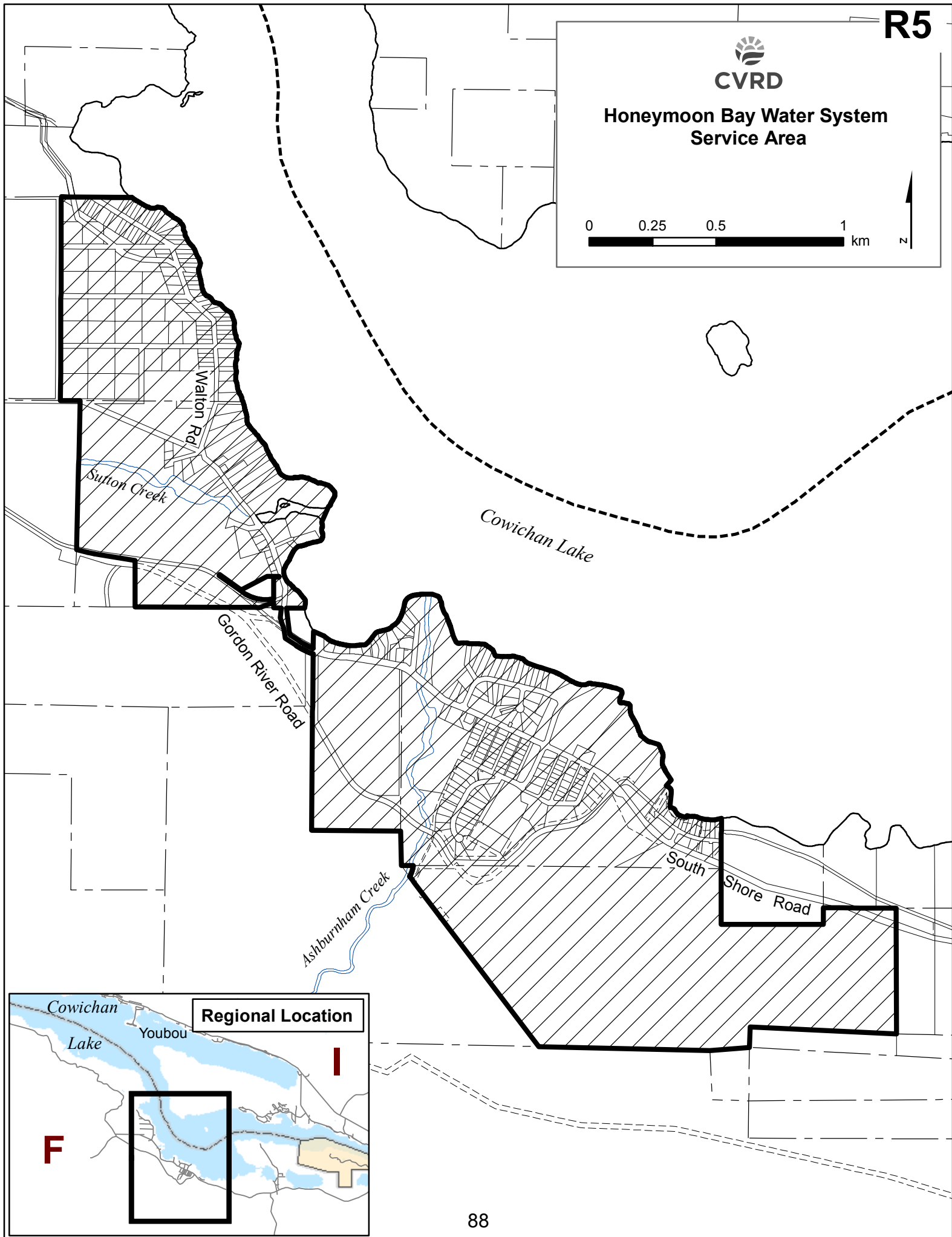




CVRD

Honeymoon Bay Water System  
Service Area

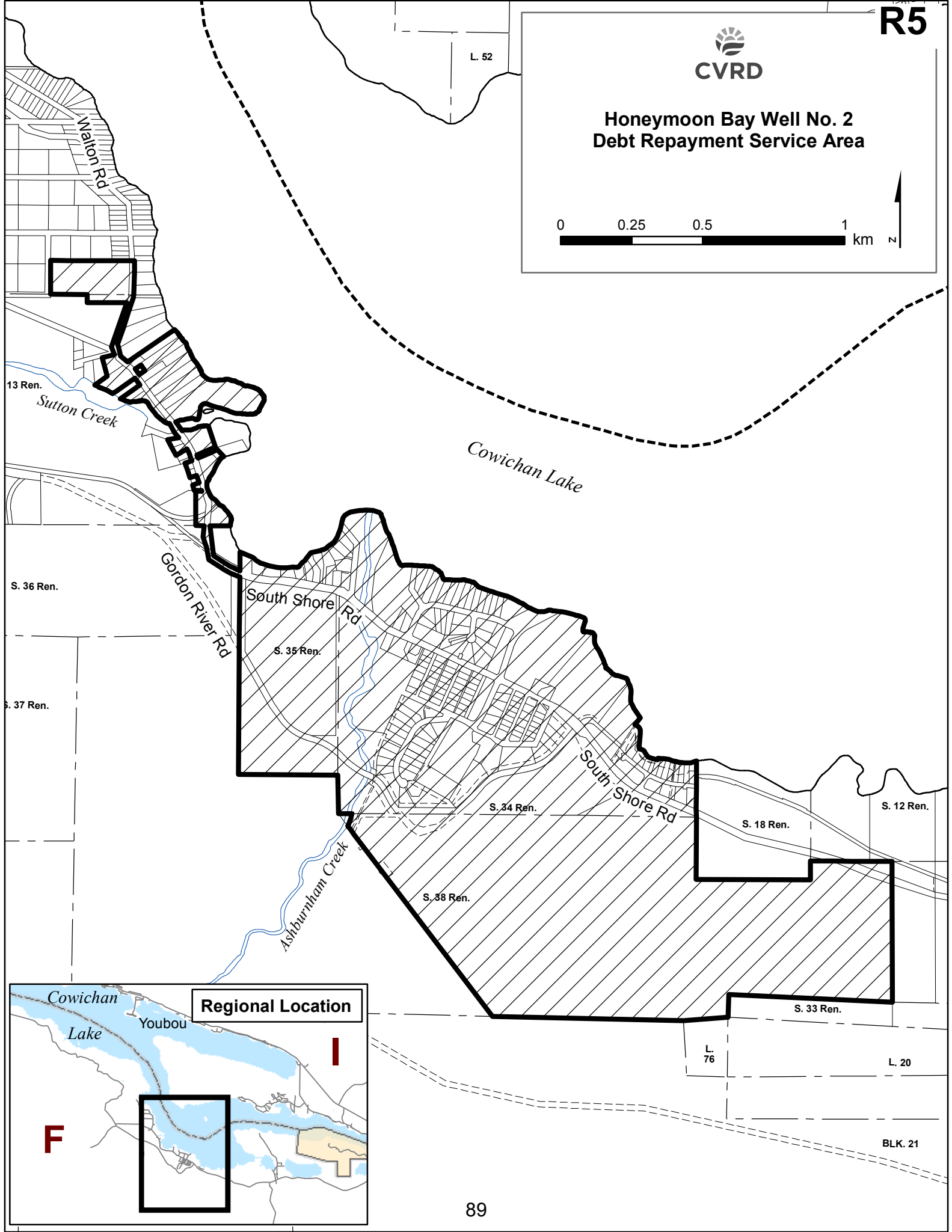
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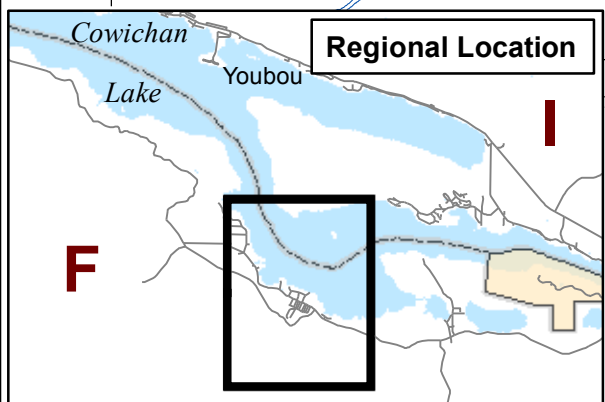




### Honeymoon Bay Well No. 2 Debt Repayment Service Area



#### Regional Location



CVRD  
 175 Ingram St  
 Duncan BC  
 Mr. B. Dennison  
 Manager, Water Management

October 13,2017

Dear Mr. Dennison

I have been referred to you in order to solve an issue regarding water taxes on a small lot we recently bought on South Shore Rd. Honeymoon Bay Lake Cowichan.

A friend purchased the lot next to our property last year in order to build a small summer cabin, and signed up for Honeymoon Bay water. He subsequently found out there was not enough room for a septic field and the property was useless for his purpose. We bought the lot from him as a privacy buffer to our property.

A meter had been installed on this small parcel of land, PID 005-186-501, which will not be used by us, so had it removed, which can be reused by CVRD saving them a considerable amount of money.

The issue for us is we are being taxed on the unusable bare lot for water that cannot be accessed.

- Honeymoon Bay Water \$319.41
  - Honeymoon Water Debt well 1 125.49
  - Honeymoon Water Debt well 2 131.53
- \$576.43

We very happily pay these same taxes on our property 10204 South Shore Road, PID 000-279-595 knowing the water is good, safe, and regularly tested.

We would like to ask you to look into having the \$576.43 water taxes taken of the land referenced as Account # RPT 1062-0162, Folio # 766 002441.001, Lot 1, VIP 10260, Section 13, Renfrew Land District

Thank you for your help and look forward to hearing from you.

Sincerely,

Raymond F. Hughes  
 4378 Wildflower Lane  
 Victoria B C V8X 5H1  
 250-658-8415 cell 250 208-3938  
 Nanray38@telus.net