



**SUNSHINE COAST REGIONAL DISTRICT
ELECTORAL AREA SERVICES COMMITTEE
AGENDA**

Thursday, March 20, 2025, 9:30 a.m.
IN THE BOARDROOM OF THE SUNSHINE COAST
REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SEHELDT, B.C.

	Pages
1. CALL TO ORDER	
2. AGENDA	
2.1 Adoption of Agenda	
3. PRESENTATIONS AND DELEGATIONS	
3.1 Mark Bailey, Chair, Roberts Creek Official Community Plan Committee Regarding Request for Inclusion in SCR D Workshops for the OCP Renewal Process.	3
4. REPORTS	
4.1 Official Community Plan (OCP) Renewal Project Update - March 2025 - <i>General Manager, Planning & Development and Manager, Planning & Development</i> Rural Planning Services (Voting - A, B, D, E, F)	5
4.2 Official Community Plan (OCP) Renewal Project - Engagement Strategy - <i>Manager, Planning & Development and Senior Planner</i> Rural Planning Services (Voting - A, B, D, E, F)	10
4.3 Roberts Creek Official Community Plan Amendment Bylaw No. 641.15 and Zoning Amendment Bylaw 722.8 for 2820 Lower Road - Consideration of Third Reading and Adoption – Electoral Area D - <i>Senior Planner</i> Electoral Area D - Rural Planning Services (Voting - A, B, D, E, F)	18
4.4 Zoning Amendment Bylaw No. 722.4 for 1747 Storvold Road – Consideration of Second Reading and Referral to Public Hearing - Electoral Area F - <i>Planner III</i> Electoral Area F - Rural Planning Services (Voting - A, B, D, E, F)	45
4.5 Short Term Rental Accommodation Act: Registry Launch and Principal Residence Requirement - <i>General Manager, Planning & Development</i> Rural Planning Services (Voting - A, B, D, E, F)	99
4.6 Development Approval Process Review Implementation - Local Government Development Approval Program Grant Contract Award (Request for Proposal 2454003) - <i>Assistant Manager, Planning & Development</i>	105

Rural Planning Services (Voting - A, B, D, E, F)

- 4.7 Electoral Area D (Roberts Creek) Advisory Planning Commission Meeting 108
Minutes of December 16, 2024

Electoral Area D - Rural Planning Services (Voting - A, B, D, E, F)

- 5. **COMMUNICATIONS**
- 6. **MOTIONS**
- 7. **NEW BUSINESS**
- 8. **IN CAMERA**
- 9. **ADJOURNMENT**



February 26, 2025

To: Sunshine Coast Regional District Directors and Senior Administration
c/o Yvette Roberts
1975 Field Rd, Sechelt, BC V0N 3A0

Subject: Request for Inclusion in SCR D Workshops for the OCP Renewal Process

Dear Chair, Directors, CAO, and Senior Administration,

On behalf of the Roberts Creek Official Community Plan Committee (RCOCPC), I am writing to formally request that our committee be included in all workshops and engagement sessions that the Sunshine Coast Regional District (SCR D) organizes for the Advisory Planning Commissions (APCs) as part of the Official Community Plan (OCP) renewal process.

The RCOCPC is a dedicated body elected by the community established to support and advocate for the Roberts Creek Official Community Plan, ensuring it accurately reflects the values, priorities, and needs of our residents. Our responsibilities include:

- **Advising on Land Use and Development:** Providing recommendations on land use policies and development proposals to maintain the character and sustainability of Roberts Creek.
- **Facilitating Community Engagement:** Serving as a conduit between the community and the SCR D, ensuring that residents' voices are heard in planning decisions.
- **Monitoring OCP Implementation:** Overseeing the application of the OCP to ensure adherence to its guidelines and objectives.

Our role is further outlined in **Appendix B of Bylaw 641 (page 123)**, which formally details the establishment and functions of the RCOCPC within the OCP framework.

Given our integral role in community planning and our direct involvement with the OCP, we believe it is essential for the RCOCPC to participate in these workshops. Our inclusion will:

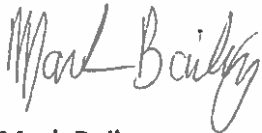
- **Enhance Collaborative Planning:** By working alongside the APC, we can share insights and local knowledge that are vital for informed decision-making.
- **Ensure Continuity and Consistency:** Our participation will help maintain a cohesive approach to planning that aligns with the established goals of the Roberts Creek community.
- **Strengthen Community Representation:** Including the RCOCPC ensures that the diverse perspectives of Roberts Creek residents are considered throughout the renewal process.

We would also like to take this opportunity to express our gratitude to Director Kelly Backs for his support and active involvement with our committee. His dedication to representing the interests of Roberts Creek has been of great value, and we look forward to continuing our collaborative efforts. His recent request at the February 20 Electoral Area Services Committee meeting to include the RCOCPC in all Roberts Creek public consultations was an important step toward reaffirming our formal role within the SCR D.

Recognizing the significance of the OCP renewal in shaping the future of our community, we kindly request formal invitations for the RCOCP to attend and participate in all relevant workshops, meetings, and discussions. We are eager to contribute constructively to this process and assist the SCR D in achieving a comprehensive and community-aligned OCP. As a followup to this letter, we will be attending the March 20 Electoral Area Directors Services Meeting as a Delegation in an effort to introduce ourselves personally and strengthen our partnership with SCR D leadership.

We recognize that the OCP renewal is a significant and complex undertaking, and we appreciate the SCR D's commitment to ensuring a thoughtful and community-driven process. Thank you for considering our request. Please let us know if there are any further steps we should take to facilitate our formal inclusion. We look forward to continuing to work with the SCR D in our recognized role and strengthening our collaboration to ensure a successful OCP renewal.

Sincerely,

A handwritten signature in black ink that reads "Mark Bailey". The signature is written in a cursive style with a large, stylized initial "M".

Mark Bailey

Chair, Roberts Creek Official Community Plan Committee

3144 Linwood Road, Roberts Creek, BC, V0N 2W1

rcocpc1@gmail.com



Staff Report For Information

TO: Electoral Area Services Committee - March 20, 2025

AUTHOR: Ian Hall, General Manager, Planning & Development
Jonathan Jackson, Manager, Planning & Development

SUBJECT: **Official Community Plan (OCP) Renewal Project Update - March 2025**

OVERVIEW

Purpose of Report:

The purpose of this report is to provide an update on the Official Community Plan (OCP) Renewal Project.

This report is for information. No staff recommendation accompanies this report and Electoral Area Services Committee action is not required.

BACKGROUND

This OCP Renewal project will create a new plan to respond to growth and changes happening in our communities, both now and in the future. Current plans are old, confusing and don't meet today's requirements. A new plan will enable SCRCD to provide better service to achieve community goals in a cost-effective way.

The SCRCD Board adopted the following resolution on February 27, 2025:

061/25 **Recommendation No. 1** *Official Community Plan (OCP) Renewal Project Scope and Timeline Update*

AND THAT updated OCP Renewal project goals focus on:

- a. A policy framework of one OCP and one Zoning Bylaw that integrates Development Approval Process Review (DAPR) objectives
- b. Two pillars of Housing and Environment & Climate
- c. Meeting legislative requirements
- d. Integration of the Regional Growth Baseline Study with supporting Growth Management Principles;

AND THAT a project timeline be confirmed that:

- a. Provides high-level bylaw frameworks including maps and policies by Q3 2026
- b. Includes three longer-duration rounds of public engagement
- c. Enables adoption of new Official Community Plan and Zoning bylaws in 2027;

AND THAT a budget proposal be brought to the 2026 annual budget process to support project sustainment into 2027;

AND THAT SCRD request the Province extend the deadline for Small-Scale Multi-Unit Housing zoning compliance until December 31, 2027 in alignment with the OCP Renewal Project timeline;

AND THAT staff provide an updated Background Report and Engagement and Communication Strategy to support the confirmed scope to a future Committee;

AND THAT the report titled Official Community Plan (OCP) Renewal Project Scope and Timeline Update be referred to Advisory Planning Commissions for information;

AND FURTHER THAT an Advisory Planning Commission workshop be convened in spring 2025 on OCP Renewal to build project capacity and support future APC workshops and referrals.

DISCUSSION

Project Progress

A project scope has been endorsed that includes developing one integrated OCP containing two pillars of Housing and Environment & Climate, supported by one companion Zoning Bylaw. Local area uniqueness will be maintained through chapters within the OCP. The integrated approach will promote policy effectiveness and support the ability for ensuring user-friendliness. The scope further seeks to meet all legislative requirements and integrate the Regional Growth Baseline Study to inform growth in the rural areas.

This month, staff have been working with the consultant team to refine the engagement strategy and begin technical work on identifying growth and land use options for the rural areas.

Engagement Update

Revisions to the project's Engagement and Communication Strategy are underway to align with the revised scope confirmed at the Board Meeting on February 27, 2025. The revised strategy is presented in a report on this agenda.

This month's updates:

- The [OCP Let's Talk Page](#) is being continually updated as new information becomes available. Recent updates include the updated project timeline and addition of the February 20, 2025 Electoral Area Services Committee staff report that provided an update on project scope and timeline.
- Key messages were provided to the SCRD Board of Directors to aid their role as project champions.
- No intergovernmental meetings or community engagements were held.
- An APC Workshop is scheduled for March 24 to provide an annual orientation and SCRD Planning updates, which will include an overview/update of the OCP Renewal project.

Emerging Issues

Staff are working with the consultant team and infrastructure services staff to design a responsive infrastructure analysis as part of OCP Renewal that utilizes remaining provincial capacity funding to support Bill 44 (Housing Statutes) requirements, including the Small-scale Multi Unit Housing (SSMUH).

SCRD has Provincial capacity funding of \$94,383 to support this work (currently unallocated). These funds must be used by December 31, 2025. A financial report on the OCP renewal project will be provided to a future Committee.

Work Plan Outlook for Next Month

- Refining project budget, project execution plan and consultant contract to align with endorsed scope and timeline.
- Technical work on identifying growth and land use options for the region is being initiated; part of a data-driven approach.
- Begin detailed work on engagement and communication plans to support launching Round 1 in June.
- Supporting Area Directors as project champions through a planned briefing session/lunch and learn and keeping key messages up to date.
- Supporting APCs in their roles as local context advisors with a workshop in late March.
- Engaging Province re: SSMUH compliance timeline/extension.

FINANCIAL IMPLICATIONS

An updated budget and necessary contract amendments are being prepared for consideration at a future Committee in Q2 to accommodate and guide the endorsed project scope and timeline.

LEGISLATIVE IMPLICATIONS

Following the Board's directive, a letter is planned to be sent to the Minister of Housing requesting that the Province extend the deadline for Small-Scale Multi-Unit Housing zoning compliance until December 31, 2027 in alignment with the OCP Renewal Project timeline/to allow time for necessary technical analysis.

STRATEGIC PLAN IMPLICATIONS

N/A

TIMELINE

The project is on track for a public relaunch in June 2025 (Attachment A).

COMMUNICATIONS

In the month ahead, staff have identified the following anticipated communications:

Internal: The Infrastructure Division will be engaged in developing the design of infrastructure analyses that will be carried out by the consultant team.

External: An APC Workshop is planned for March 24, as noted above. Work to be advanced on Round 1 engagement, pending endorsement of Engagement Strategy.

SUMMARY AND CONCLUSION

The OCP Renewal project has commenced. Work is underway to support refinements to the project budget, project execution plan and consultant contract to support the revised scope and timeline. Resolution of implications related to SSMUH are being sought. The Let’s Talk page update has begun and will continue; technical work is commencing on identifying growth and land use options for the region, and detailed work to support engagement and communications is underway for the planned Round 1 sessions in June. Support for Area Directors as project champions and APCs as local context advisors is planned in the month ahead.

ATTACHMENT(S): A – Project Timeline

Reviewed by:			
Manager	X - J. Jackson	Finance	X - A. Taylor
GM	X - I. Hall	Legislative	X - S. Reid
CAO	X - T. Perreault		

OCP Project Timeline

2025-2027 Roadmap



**Official
Community
Plan Update**
www.scrd.ca/2045

Milestone Legend

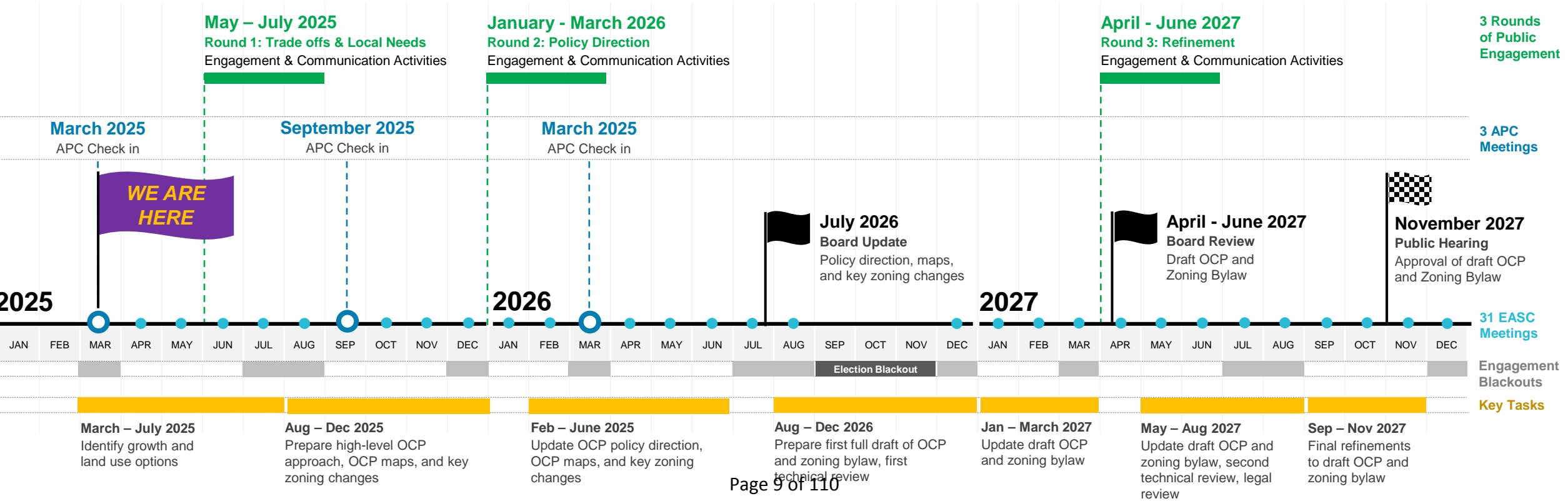
3 Rounds of Public Engagement

3 APC Meetings

31 EASC Meetings

Engagement Blackouts

Key Tasks





Staff Report Request for Decision

TO: Electoral Area Services Committee - March 20, 2025

AUTHOR: Jonathan Jackson, Manager, Planning & Development
Julie Clark, Senior Planner

SUBJECT: **Official Community Plan (OCP) Renewal Project – Engagement Strategy**

OVERVIEW

Purpose of Report:

The purpose of this report is to provide the Board with options to consider regarding the engagement strategy for the Official Community Plan (OCP) Renewal Project, for which a scope and timeline were recently confirmed.

This report requests a Board decision to accept or provide alternate direction with respect to staff's recommendations as presented below.

Recommendation(s):

- (1) THAT the Official Community Plan Renewal Project Engagement Strategy be accepted as proposed.**
-

BACKGROUND

The SCRD Board adopted the following resolution (in part) on February 27, 2025:

061/25 **Recommendation No. 1** *Official Community Plan (OCP) Renewal Project Scope and Timeline Update*

...AND THAT staff provide an updated Background Report and Engagement and Communication Strategy to support the confirmed scope to a future Committee;

The project to integrate and update SCRD OCPs and Zoning Bylaws is underway and will be completed in 2027. The outcome will be one OCP and one zoning bylaw that includes Electoral Areas A, B, D, E, F, with a focus on the pillars of housing and climate/environment. The updated project scope and timeline are built upon three multi-month engagement periods designed to provide information and gather citizen feedback to inform key parts of the work.

DISCUSSION AND ANALYSIS OF OPTIONS

Based on the confirmed project scope and timeline, an Engagement Strategy has been prepared (Attachment A).

The Strategy provides a complete picture of the approach to be used for public participation and communications for the entire project. If the Strategy is endorsed, staff will proceed to develop detailed material on a phase-by-phase basis, starting with building Phase 1 next month.

Directors will be fully briefed on Phase-level detail in support of the project champion role.

The proposed Strategy:

- Is based on three phases of public engagement. Phase one will start in June 2025.
- Includes in-person and virtual opportunities to meet people where they are in the community. In-person events will be a mix of pop-up style and invitational events. SCRD will also seek to participate in community dialogue organized by others.
- Use Let's Talk (<https://letstalk.scrd.ca/ocp-update>), scrd.ca, print and social media.
- Responds, in general, to input received from Advisory Planning Commissions (APCs) in Q4 2024. APC feedback from fall 2024 can be further incorporated as Phase-level detail is added.

OPTION 1 - Endorse the Engagement Strategy included as Attachment A

An overview of the engagement approach is attached, by project phase, including the purpose, inputs, key considerations and risks, as well as the role for Directors and APCs.

OPTION 2 - Provide direction that modifies the Engagement Strategy in Attachment A.

The board may wish to provide a modification to the proposed strategy that still fits within the approved scope, timeline, and budget.

FINANCIAL IMPLICATIONS

The overall project budget is being reviewed, and further report is to come.

LEGISLATIVE IMPLICATIONS

Section 475 of the *Local Government Act* requires that a local government appealing or amending an OCP “provide one or more opportunities it considers appropriate for consultation with persons, organizations and authorities it considers will be affected.” There are other specific requirements for engagement with First Nations, adjacent municipalities, the province, and the school board.

STRATEGIC PLAN IMPLICATIONS

N/A

TIMELINE

There are three multi-month engagement phases planned during the lifetime of the project, one per year in 2025-2027. The first one will start in June 2025. Maintaining the start time and subsequent project timeline is dependent on direction from this report.

COMMUNICATIONS

The engagement strategy is attached for review. Once endorsed (as presented or amended), a communications plan will be prepared, starting with Phase 1.

Internal: All departments will support the development of content for engagement delivery, directed by the project team, including communications staff.

External: First Nations, Municipalities, the health authority, the school district, provincial ministries, and other partner agencies will receive referrals and engagement opportunities during the project.

SUMMARY AND CONCLUSION

An engagement strategy is presented as a companion to the confirmed scope and timeline for SCRD OCP and Zoning Bylaw Renewal project. The purpose of this report is to seek Board direction to proceed or receive direction to modify the approach in advance of developing detailed Phase-level and plans.

ATTACHMENT(S): A – Official Community Plan Renewal Project Engagement Strategy

Reviewed by:			
Manager	X - J. Jackson	Finance	
GM	X - I. Hall	Legislative	X - S. Reid
CAO	X - T. Perreault	Communications	X - A. Buckley

SUNSHINE COAST REGIONAL DISTRICT OFFICIAL COMMUNITY PLAN ENGAGEMENT PLAN

Purpose: The purpose of this Engagement Plan is to outline the overall approach to engaging Sunshine Coast Regional District (SCRD) residents in the Official Community Plan (OCP) project. Each table below reflects the whole plan overall. At subsequent meetings, information specific to each phase will be provided.

Level of Engagement: This engagement plan will use leading practices from the International Association for Public Participation (IAP2). The engagement activities will inform and consult:

- **Inform:** To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, and or solutions. We will keep the public informed.
- **Consult:** To obtain public feedback on analysis, alternatives, and or/decisions. We will listen to and acknowledge concerns and aspirations and provide feedback on how public input influenced the decision.

Engagement Overview			
Engagement Round	Overview	Inputs	Output
Engagement Phase 1 (June – September 2025)	<p>Purpose: The first round of engagement will be focused on informing stakeholders of the two pillars of the OCP, as decided by the Board; <u>Housing</u> and <u>Climate & Environment</u>. This round will also inform about housing opportunities and constraints informed by natural assets and infrastructure and consult to inform the development of the OCP.</p> <p>Based on the feedback received, several growth options will be developed and assessed.</p>	<p>Natural Asset Inventory maps</p> <p>Infrastructure service maps including water supply and sewer</p> <p>Transportation maps</p>	<p>November 2025</p> <p>Committee will receive a “What we Heard” report outlining stakeholder feedback from Round 1</p>
Engagement Phase 2 (January – March 2026)	<p>Purpose: In the second round of engagement, we will consult on possible locations for future growth. This will likely include providing information about several areas / options of growth, including key factors and trade-offs to consider for each area.</p>	<p>Round 1 Feedback</p> <p>OCP Maps with growth options</p>	<p>May 2025</p> <p>Committee will receive a “What we Heard” report outlining</p>

	Based on this feedback, the OCP and associated bylaws will be drafted.		stakeholder feedback from Round 2
Engagement Phase 3 (April – June 2027)	<p>Purpose: The third and final round of engagement will be focused on providing information about the draft OCP and consulting on feedback to the drafts.</p> <p>Based on this feedback, the OCP draft will be updated and submitted for final approval.</p>	<p>Round 2 Feedback</p> <p>Draft OCP</p> <p>Draft Zoning Bylaw</p>	<p>September 2025</p> <p>Committee will receive a “What we Heard” report outlining stakeholder feedback from Round 3</p>

Engagement Anticipated Outcomes	
Building Community Awareness and Input	Build broad community and participant awareness, interest in the purpose, objectives, and intent of the project. Establish and seek informed input on the project in achieving larger regional objectives
Establishing Community Trust	Establish trust in SCRD’s process to renew the bylaws and establish SCRD as a trusted source of information for the project.
Demonstrate Feedback Matters	Show that the SCRD values all feedback received but must also weigh it against technical factors like provincial legislation and climate risk to inform the bylaws.

Engagement Roles & Responsibilities	
Role	Responsibility
Directors	<ul style="list-style-type: none"> • Authorize overall engagement plan (this document) • Direct and approve specific engagement plans for each phase (to be developed pending approval of this overall plan) • Provide direction on key engagement materials
Advisory Planning Commissions	<ul style="list-style-type: none"> • Act as the bridge between other groups and the engagement process • Early input into each engagement round

Engagement Considerations	
Key Consideration	Overview
Community Outreach	The engagement strategy is being designed to capture feedback from a broad cross section of the SCRCD community – this includes identifying under-represented groups and proactively inviting and enabling their participation.
Education	Education is an important step in the engagement process to support meaningful input. Familiarity with the project varies between participant groups, and a focus on education early in the process will help bridge this gap. All materials need to be in plain, accessible, language.
Location & approach	A variety of engagement tactics will be offered to provide diverse opportunities to engage at a time and in a 'location' best suited to their needs. These tactics are outlined below and include in person events and pop-ups, as well as online portals.

Engagement Tactics	
Tactic	Overview
Online	Online engagement through the “Let’s Talk” portal to complement in-person engagement and collect feedback from a broader audience who may not be available through other methods. Under this tactic, the engagement would be initiated by SCRD.
In-Person	Dedicated events scheduled specifically for the purposes of providing information and collecting feedback (e.g., open house, high school events). Under this tactic, the engagement would be initiated by SCRD.
Pop-ups	Face-to-face engagement integrated into local events where people can provide input on the project and learn more about the project. Under this tactic, the engagement could be initiated by SCRD or by a third-party through invitation.
Invitations	Specific requests for the SCRD to attend events and engage with a specific group of individuals. Under this tactic, the engagement would be initiated by the third party.

Engagement Strategy Risks	
Risk	Mitigation Strategies
Lack of engagement awareness / participation	<ul style="list-style-type: none"> • Begin education and awareness building activities early in the process. • Design custom engagement materials for each engagement group based on different levels of awareness and understanding. • Offer multiple engagement methods and timing to maximize participation. • Emphasize the impact of participation (i.e., how is their input being used).
Lack of representation from under-represented groups	<p>Proactively identify the under-represented groups as part of this initiative. Design specific engagement tactics to enable under-represented individuals / groups to participate in engagement.</p> <ul style="list-style-type: none"> • Design culturally appropriate materials and culturally safe engagement tactics.
Concerns regarding ‘meaningful engagement’	<p>Emphasize and communicate how input will be used.</p> <ul style="list-style-type: none"> • Provide a plain language summary of “what we heard” to demonstrate we are listening and actively provide such materials to those who have participated.

	<ul style="list-style-type: none"> Throughout later engagement rounds, articulate how the feedback from previous engagement rounds were integrated.
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Next Committee Engagement Update	
Date	Content
April Committee meeting	Provide the details of Phase 1 Engagement <ul style="list-style-type: none"> Example questions we will ask the public. Discussion of opportunities for consulting and the tactics we will use.
May Committee Meeting	Show the content that will go to the public. <ul style="list-style-type: none"> Maps. The questions to be asked to the community. Information on upcoming engagement session. Details of online print material. Opportunities for pop-ups and invitations.

Prepared March 2025



Staff Report Request for Decision

TO: Electoral Area Services Committee – March 20, 2025

AUTHOR: Sven Koberwitz, Senior Planner

SUBJECT: **Roberts Creek Official Community Plan Amendment Bylaw 641.15 and Zoning Amendment Bylaw 722.8 for 2820 Lower Road – Consideration of Third Reading and Adoption – Electoral Area D**

OVERVIEW

Purpose of Report:

This report provides a summary of the public hearing held on February 25, 2025, concerning the rezoning application for 2820 Lower Road to facilitate a two-lot subdivision. Staff are recommending Official Community Plan (OCP) Amendment Bylaw 641.15 and Zoning Amendment Bylaw 722.8 be given third reading and adoption (fourth reading).

Recommendation(s):

- (1) THAT Official Community Plan Amendment Bylaw 641.15 and Zoning Amendment Bylaw 722.8 be forwarded to the Board for Third Reading and Adoption.**
-

BACKGROUND

The Sunshine Coast Regional District (SCRD) received an OCP and Zoning Bylaw Amendment Application to change the OCP land use designation and subdivision district of the property at 2820 Lower Road.

The application aims to reverse the consolidation of two lots completed in 2006. To permit the proposed subdivision both a change to the OCP Land Use Designation and Subdivision District are needed. The property currently contains two single-unit homes, with each proposed lot containing one of the homes.

On October 17, 2024, Regular SCRD Board Meeting the following resolution was adopted:

Recommendation No. 3 *Official Community Plan Amendment Bylaw 641.15 and Zoning Amendment Bylaw 722.8 for 2820 Lower Road – Electoral Area D*

THAT the report titled Official Community Plan Amendment Bylaw 641.15 and Zoning Amendment Bylaw 722.8 for 2820 Lower Road – Electoral Area D be received for information;

AND THAT Official Community Plan Amendment Bylaw 641.15 and Zoning Amendment Bylaw 722.8 be forwarded to the Board for First and Second Reading;

AND THAT Official Community Plan Amendment No. 641.15 and Zoning Amendment Bylaw No. 722.8 is consistent with the SCRD’s 2024-2028 Financial Plan and 2011 Solid Waste Management Plan;

AND THAT a Public Hearing to consider Amendment Zoning Bylaw No. 641.15 and 722.8 be scheduled;

AND FURTHER THAT Director McMahon be delegated as the Chair and Director Backs be delegated as the Alternate Chair to conduct the Public Hearing.

Pursuant to this resolution a public hearing was held on February 25, 2025.

Table 1 Application Summary

Owner / Applicant:	Angela Letman for Kathleen Wagler	
Civic Address:	2820 Lower Road	
Legal Description:	Parcel A District Lot 1316 Plan BCP23602, PID: 026-663-121	
Electoral Area:	D – Roberts Creek	
Parcel Area:	Parent Parcel:	8,093.68 m2 (2.0 ac)
	Proposed Lot A:	5,685.8 m2 (1.405 ac)
	Proposed Lot B:	2,407.88 m2 (0.595 ac)
OCP Land Use:	Existing:	Residential C (min. 5,000 m2)
	Proposed Lot A:	Residential C – No Change
	Proposed Lot B:	Residential A (min 2,000 m2)
Subdivision District:	Existing:	Subdivision District E (min. lot area of 4,000 m2 and average 5,000 m2)
	Proposed Lot A:	Subdivision District E – No Change
	Proposed Lot B:	Subdivision District C (min. lot area of 2,000 m2)
Zoning Land Use:	R1 - No change proposed.	
Application Intent:	OCP and Zoning Bylaw amendments to facilitate a two-lot subdivision.	

DISCUSSION

A public hearing was held at the SCRD Field Road offices on Tuesday, February 25, 2025, at 6:00 pm. Four members of the public attended the hearing, including the applicants. Fifteen written submissions were received before noon on the day of the public hearing and form part of the public record. A public hearing report, including minutes and all written submissions are provided in Attachment A.

All written submissions received indicated support for the proposal as presented.

Ministry of Transportation and Transit Approval

The property is within 800 metres of an intersection with a controlled access highway and therefore the bylaws must be approved by the Ministry of Transportation and Transit (MOTT) prior to adoption. Ministry approval has been obtained, and the bylaws are ready for adoption.

OPTION 1 – PROCEED WITH THIRD READING (RECOMMENDED OPTION)

Staff recommend that the committee endorse third reading and adoption. This option will conclude the bylaw amendment process. Bylaws and map will be updated accordingly, and staff will proceed with processing the associated subdivision application.

OPTION 2 – REJECT THE PROPOSED BYLAWS

This option would end the bylaw amendment application process. Current OCP land use designations and zoning bylaw regulations would remain in place and the proposed subdivision will not be permitted. The following recommendation would apply, for this option:

THAT Official Community Plan Amendment Bylaw 641.15 and Zoning Amendment Bylaw 722.8 be abandoned.

FINANCIAL IMPLICATIONS

N/A

STRATEGIC PLAN IMPLICATIONS

N/A

TIMELINE

Should the Board endorse third reading and adoption staff will proceed with processing the associated subdivision application accordingly.

Application Timeline



SUMMARY AND CONCLUSION

- The SCR D has received an application to amend the Roberts Creek OCP and Zoning Bylaw 722 to enable the subdivision of 2820 Lower Road into two-lots.
- A public hearing was held on February 25, 2025, with no significant concerns being raised.
- Approval from MOTT has been obtained and therefore staff recommend third reading and adoption.

ATTACHMENT(S):

- A - February 25, 2025, Public Hearing Report
- B - Official Community Plan Amendment Bylaw 641.15
- C - Zoning Amendment Bylaw 722.8

Reviewed by:			
Manager	X – J. Jackson	Finance	
GM	X – I. Hall	Legislative	X – S. Reid
CAO	X – T. Perreault	A/ Manager	X – K. Jones

SUNSHINE COAST REGIONAL DISTRICT

REPORT OF A PUBLIC HEARING HELD AT
Sunshine Coast Regional District Board Room at 1975 Field Road, Sechelt, BC V7Z 0A8
February 25, 2025

*Roberts Creek Official Community Plan Amendment Bylaw No. 641.15 and
Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.8*

PRESENT:	Chair, Area E Director Alt. Chair, Area D Director	D. McMahon K. Backs
ALSO PRESENT:	Corporate Officer Manager, Planning and Development Senior Planner Recording Secretary Members of the Public	S. Reid J. Jackson S. Koberwitz A. O'Brien 4

CALL TO ORDER

The public hearing for *Roberts Creek Official Community Plan Amendment Bylaw No. 641.15 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.8* was called to order at 6:00 p.m.

The Chair introduced elected officials and staff in attendance and read prepared remarks with respect to the procedures to be followed at the public hearing.

PRESENTATION OF THE PROPOSED BYLAWS

The Senior Planner provided a presentation summarizing the proposed bylaws. The subject property is located at 2820 Lower Road in Roberts Creek (Electoral Area D). In 2006, two lots were consolidated to allow for the construction of a single-level rancher. The property owners now wish to re-establish two-lots and subdivide the property.

Existing Use

The property is 8,094 m2 in size and contains two Single-Unit Dwellings and is zoned Residential 1 (R1). The property is in Subdivision District E where a minimum lot area of 4,000 m2 (average 5,000 m2) is allowed.

Proposed Use

The proposed Lot A is 5,686 m2 and proposed Lot B is 2,408 m2. Each proposed lot would allow an additional dwelling unit. This is consistent with the previous two-lot configuration.

Proposed Bylaw Amendments

Roberts Creek Official Community Plan Amendment Bylaw No. 641.15

- Current designation of **Residential C** allows minimum lot size of 5,000 m², due to unsuitable soil conditions for septic fields.
- Proposed designation is **Residential A** that allows minimum lot size of 2,000 m².

Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.8

- Change from **Subdivision District E** to **Subdivision District C**.

Public engagement prior to Public Hearing

A Public Information Meeting was held on May 27, 2023. No significant concerns were raised, and attendees were largely supportive.

The Electoral Area D (Roberts Creek) Advisory Planning Commission considered the application on February 19, 2024, and provided supporting recommendations.

A Public Hearing is required for an Official Community Plan amendment. The public hearing was advertised in two consecutive issues of the Coast Reporter (Feb 15 and 22, 2025). Notifications were mailed to all owners within 100 m of property. A development sign was installed on the property.

15 written submissions in support of the application were received before 12:00 pm (noon) on February 25, 2025.

PUBLIC SUBMISSIONS AT PUBLIC HEARING

The Chair called a first time for submissions.

The Chair called a second time for submissions.

The Chair called a third and final time for submissions.

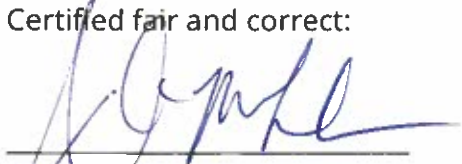
No public submissions were received at the Public Hearing

CLOSURE

There being no further submissions, the Chair announced the public hearing for proposed *Roberts Creek Official Community Plan Amendment Bylaw No. 641.15 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.8* closed at 6:10 p.m.

The Chair thanked everyone for attending the public hearing.

Certified fair and correct:



D. McMahon, Chair

Prepared by:



A. O'Brien, Recording Secretary

From: [Anna Carson](#)
To: [Planning](#)
Cc: [Chad Mundle](#); [Paul Wagler](#)
Subject: RE: OCP Amendment # 641.15 and Zoning Amendment # 722.8 for 2020 and 2028 Lower Rd. Owners: Kathleen and Paul Wagler
Date: January 27, 2025 8:15:01 AM

Dear SCRD Planners,

We are in support of the application for the change to the Official Community Plan and the change to the Zoning Bylaw that will allow a subdivision of the Wagler's property into two lots.

In a housing market that has become increasingly unaffordable for both young people and many retirees, higher density housing is a key strategy to promote both the ability to live and work in our community and to age well in place.

A two year waiting period for the subdivision of a single property feels like an unnecessary barrier that promotes an increasingly inequitable housing situation, where only those with deep pockets can afford to manoeuvre through the bureaucratic steps required. As someone who grew up in this community I would like to see the diversity of our neighbourhoods increase and not continue to solidify around only high income individuals without a sense of responsibility in contributing to community building efforts.

We hope that this proposal is approved soon, our neighbours have already been waiting for two years.

Sincerely,

Anna Carson and Chad Mundle

Address: [REDACTED], Roberts Creek BC, V0N2W4

From: [Brian Johnston](#)
To: [Planning](#)
Subject: OCP Amendment # 641.15 and Zoning Amendment # 722.8 for 2020 and 2028 Lower Road
Date: January 26, 2025 3:38:52 PM

My wife and I would like to submit this letter of support for the OCP Amendment and Zoning Amendment referenced above.

As close neighbours of Paul and Kathy's we believe these changes are in the best interests of our neighbourhood and support the changes wholeheartedly.

The changes cannot possibly negatively impact our area and have the positive potential of adding flexibility to future management of the two residences.

Please show us in support of these changes.

Brian and Linda Johnston

[REDACTED], Roberts Creek BC V0N 2W4

To: the SCR D Board of Directors

Email: planning@scrd.ca

Drop off: SCR D offices at 1975 Field Road, Sechelt (weekdays 8:30 to 4:30)

**RE: OCP Amendment # 641.15 and Zoning Amendment # 722.8 for
2020 and 2028 Lower Rd. Owners: Kathleen and Paul Wagler**

We are in support of the application for the change to the Official Community Plan and the change to the Zoning Bylaw that will allow a subdivision of the Wagler's property into two lots.

Sincerely,

Name: Mary and Alex Baker

Address: 
Roberts Creek, BC V0N 2W2

To: the SCRD Board of Directors

Email: planning@scrd.ca

Drop off: SCRD offices at 1975 Field Road, Sechelt (weekdays 8:30 to 4:30)

**RE: OCP Amendment # 641.15 and Zoning Amendment # 722.8 for
2020 and 2028 Lower Rd. Owners: Kathleen and Paul Wagler**

We are in support of the application for the change to the Official Community Plan and the change to the Zoning Bylaw that will allow a subdivision of the Wagler's property into two lots.

Sincerely,

Name: Kalawna Bigg

Address: [REDACTED]

Roberts Creek, BC

v0N 2W4

From: [Rebecca Allain](#)
To: [Planning](#)
Subject: Application to subdivide 2028 Lower Rd
Date: January 26, 2025 8:20:44 AM
Attachments: SCRD_email_or_letter.docx

I am in agreement that Kathleen and Paul Wagler subdivide their property on Lower Road into two lots.

Rebecca Allain



Roberts Creek

From: [Corbett, Brian](#)
To: [Planning](#)
Cc: [Paul Wagler](#)
Subject: Zoning change
Date: Tuesday, January 28, 2025 6:07:24 AM

**RE: OCF Amendment # 641.15 and Zoning Amendment # 722.8 for
2020 and 2028 Lower Rd. Owners: Kathleen and Paul Wagler**

Dear sirs,

I am in support of the application for the change to the Official Community Plan and the change to the Zoning Bylaw that will allow a subdivision of the Wagler's property into two lots.

Sincerely,


Brian Corbett


Gibsons, B.C.

From: [rkjb](#)
To: [Planning](#)
Cc: [Paul Wagler](#)
Subject: WAGLER - Zoning/OCP Amendments
Date: Tuesday, January 28, 2025 9:29:22 AM

Re OCP 641.15; Zoning 722.8

Please consider this e mail support for changes to OCP and Zoning Amendment to allow the Wagler property subdivision into 2 lots.

Thank you,
Richard and Carol Brown

Roberts Creek, BC

604-770-1001

Sent from my Galaxy

From: Sam and Mim Berthoud
To: Planning
Subject: RE: OCP Amendment # 641.15 and Zoning Amendment # 722.8
Date: Tuesday, January 28, 2025 9:23:19 AM

To: the SCR D Board of Directors

RE: OCP Amendment # 641.15 and Zoning Amendment # 722.8 for
2020 and 2028 Lower Rd. Owners: Kathleen and Paul Wagler

We are in support of the application for the change to the Official Community
Plan and the change to the Zoning Bylaw that will allow a subdivision of the
Wagler's property into two lots.

Sincerely,


Name: Sam and Miriam Berthoud
Address: [REDACTED]
Gibsons V0N 1V5

From: [Vern Giesbrecht](#)
To: [Planning](#)
Subject: OCP Amendment#641.15 and Zoning Amendment #722.8 for 2020 and 2028 Lower Road
Date: January 27, 2025 11:42:58 AM

We are in support of the application by Paul and Kathleen Wagler for the change in the Official Community Plan and the change in the Zoning Bylaw that will allow a subdivision of the Wagler's property into two lots.

Sincerely,

Vern and Marilyn Giesbrecht

, Gibsons, BC V0N 1V2

From: [Jane Mossop](#)
To: [Planning](#)
Subject: OCP Amendment # 641.15 and Zoning Amendment # 722.8 for,2020 and 2028 Lower Rd. Owners: Kathleen and Paul Wagler
Date: Wednesday, January 29, 2025 2:45:42 PM

To: the SCR D Board of Directors

RE: Amendment # 641.15 and Zoning Amendment # 722.8 for
2020 and 2028 Lower Rd. Owners: Kathleen and Paul Wagler

I support the application for the change to the Official Community Plan and the change to the Zoning Bylaw that will allow a subdivision of the Wagler's property into two lots.

Sincerely,

Jane Mossop

Name: H. Jane Mossop

Address:



Roberts Creek, BC V0N 2W0

From: Lee
To: Planning
Subject: #722.8 for 2020 & 2028
Date: Wednesday, January 29, 2025 11:48:20 AM

Hello planning department,

**RE: OCP Amendment # 641.15 and Zoning Amendment # 722.8 for
2020 and 2028 Lower Rd. Owners: Kathleen and Paul Wagler**

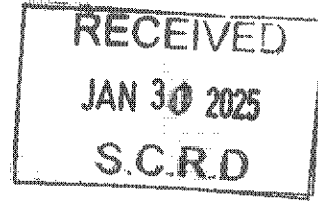
We are in support of the application for the change to the Official Community Plan and the change to the Zoning Bylaw that will allow a subdivision of the Wagler's property into two lots.

Sincerely,

Lee & Bon Roberts

[REDACTED]

Roberts Creek
VON 2W4



To: the SCRD Board of Directors

Email: planning@scrd.ca

Drop off: SCRD offices at 1975 Field Road, Sechelt (weekdays 8:30 to 4:30)

RE: OCP Amendment # 641.15 and Zoning Amendment # 722.8 for 2020 and 2028 Lower Rd. Owners: Kathleen and Paul Wagler

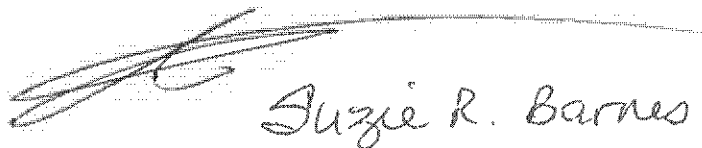
We are in support of the application for the change to the Official Community Plan and the change to the Zoning Bylaw that will allow a subdivision of the Wagler's property into two lots.

Sincerely,

Name: Tim & Suzie Barnes

Address: 

GASLOW BC UNITS


Suzie R. Barnes

RECEIVED
FEB 12 2023
S.C.R.D.

To: the SCRD Board of Directors

Email: planning@scrd.ca

Drop off: SCRD offices at 1975 Field Road, Sechelt (weekdays 8:30 to 4:30)

**RE: OCP Amendment # 641.15 and Zoning Amendment # 722.8 for
2020 and 2028 Lower Rd. Owners: Kathleen and Paul Wagler**

We are in support of the application for the change to the Official Community Plan and the change to the Zoning Bylaw that will allow a subdivision of the Wagler's property into two lots. *FOR THIS PROPERTY ONLY!*

Sincerely,

Name: MARY + ALEX BAKER

Address: 

ROBERTS CREEK, VON 2W2

* We would hope that this application would be for the one property only, and not a generalized re-zoning for the whole area.

Mary Baker


To: the SCRD Board of Directors

Email: planning@scrd.ca

Drop off: SCRD offices at 1975 Field Road, Sechelt (weekdays 8:30 to 4:30)

**RE: OCP Amendment # 641.15 and Zoning Amendment # 722.8 for
2020 and 2028 Lower Rd. Owners: Kathleen and Paul Wagler**

We are in support of the application for the change to the Official Community Plan and the change to the Zoning Bylaw that will allow a subdivision of the Wagler's property into two lots.

Sincerely,

Name:

Margaret Jane Griffiths

Address:

[REDACTED]
Roberts Creek, B.C.
V0N 2W4

To: the SCR D Board of Directors

Email: planning@scrd.ca

Drop off: SCR D offices at 1975 Field Road, Sechelt (weekdays 8:30 to 4:30)

RE: OCP Amendment # 641.15 and Zoning Amendment # 722.8 for
2020 and 2028 Lower Rd. Owners: Kathleen and Paul Wagler

We are in support of the application for the change to the Official Community Plan and the change to the Zoning Bylaw that will allow a subdivision of the Wagler's property into two lots.

Sincerely,

Name:

STAN J SALMON

Address:

Roberts Ck B.C.

**SUNSHINE COAST REGIONAL DISTRICT
BYLAW NO. 641.15, 2024**

Attachment B

A bylaw to amend *Roberts Creek Official Community Plan Bylaw No. 641, 2011*.

The Board of Directors of the Sunshine Coast Regional District, in an open meeting assembled, enacts as follows:

PART A – CITATION

1. This bylaw may be cited as *Official Community Plan Amendment Bylaw No. 641.15*.

PART B – AMENDMENT

2. *Roberts Creek Official Community Plan Bylaw No. 641, 2011* is hereby amended as follows:
 - a. Redesignate the land use of part of PARCEL A DISTRICT LOT 1316 GROUP 1 NWD PLAN BCP23602 from “Residential C” to “Residential A”, as shown in Appendix A to this Bylaw Amendment.

PART C – ADOPTION

READ A FIRST TIME this	24 TH	DAY OF OCTOBER,	2024
READ A SECOND TIME this	24 TH	DAY OF OCTOBER,	2024
PURSUANT TO SECTION 475 OF THE <i>LOCAL GOVERNMENT ACT</i> CONSULTATION REQUIREMENTS CONSIDERED this	24 TH	DAY OF OCTOBER ,	2024
CONSIDERED IN CONJUNCTION WITH THE SUNSHINE COAST REGIONAL DISTRICT FINANCIAL PLAN AND ANY APPLICABLE WASTE MANAGEMENT PLANS PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	24 TH	DAY OF OCTOBER ,	2024
PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	25 TH	DAY OF FEBRUARY,	2025
READ A THIRD TIME this		DAY OF ,	
ADOPTED this		DAY OF ,	

Corporate Officer

Chair

APPENDIX A TO BYLAW NO. 641.15, 2024



**SUNSHINE COAST REGIONAL DISTRICT
BYLAW NO. 722.8, 2024**

Attachment C

A bylaw to amend *Sunshine Coast Regional District Zoning Bylaw No. 722, 2019*.

The Board of Directors of the Sunshine Coast Regional District, in an open meeting assembled, enacts as follows:

PART A – CITATION

1. This bylaw may be cited as *Zoning Amendment Bylaw No. 722.8, 2024*.

PART B – AMENDMENT

2. *Sunshine Coast Regional District Zoning Bylaw No. 722, 2019* is hereby amended as follows:
 - a. Redesignate the Subdivision District of part of PARCEL A DISTRICT LOT 1316 GROUP 1 NWD PLAN BCP23602 from “E” to “C”, as shown in Appendix A to this Bylaw Amendment.

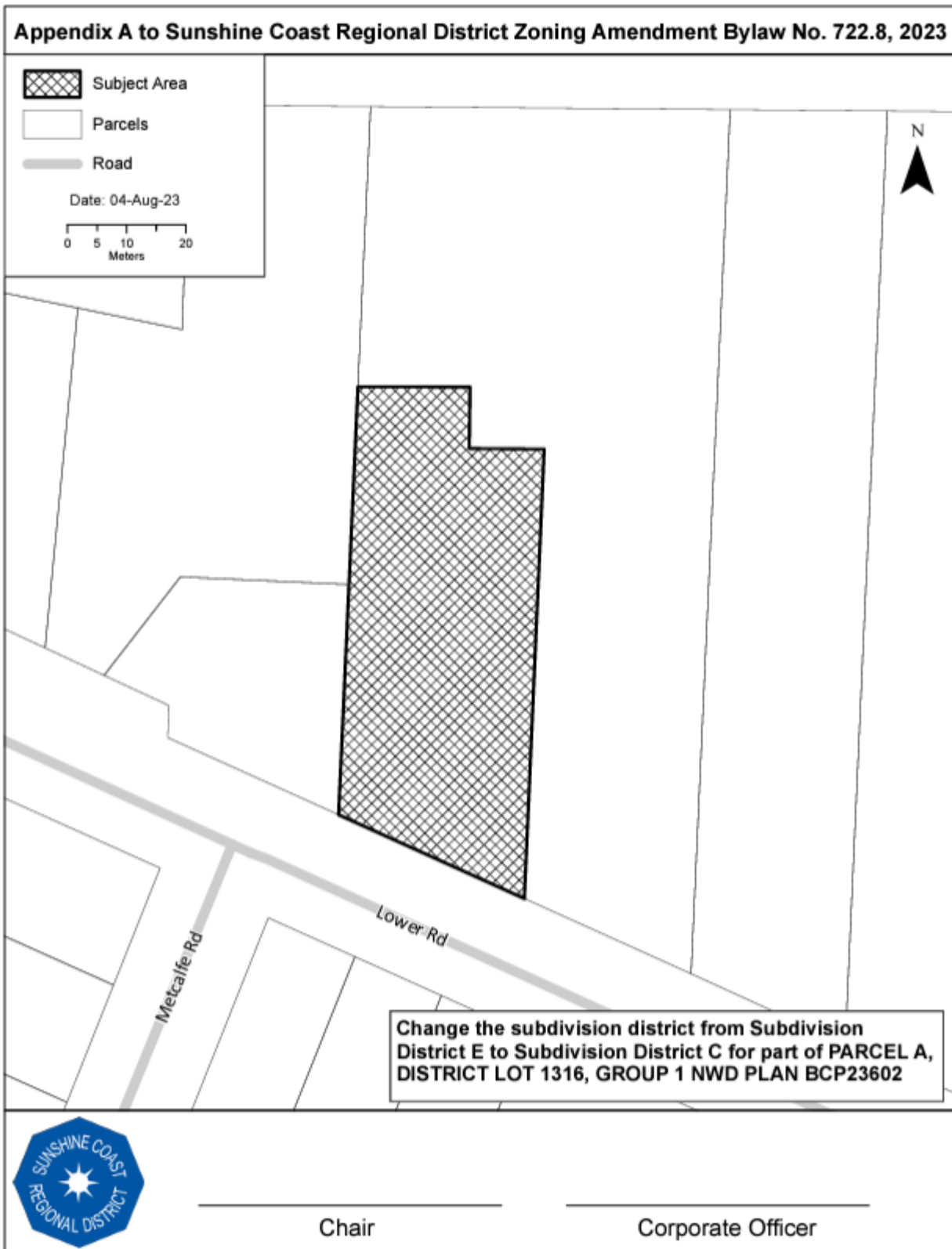
PART C – ADOPTION

READ A FIRST TIME this	24 TH	DAY OF OCTOBER ,	2024
READ A SECOND TIME this	24 TH	DAY OF OCTOBER ,	2024
PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	25 TH	DAY OF FEBRUARY ,	2025
APPROVED PURSUANT TO SECTION 52 OF THE <i>TRANSPORTATION ACT</i> this	11 TH	DAY OF MARCH ,	2025
READ A THIRD TIME this		DAY OF ,	
ADOPTED this		DAY OF ,	

Corporate Officer

Chair

APPENDIX A TO BYLAW NO. 722.8, 2024





Staff Report Request for Decision

TO: Electoral Area Services Committee – March 20, 2025
AUTHOR: Nick Copes, Planner II
SUBJECT: **Zoning Amendment Bylaw No. 722.4 for 1747 Storvold Road –
Consideration of Second Reading and Referral to Public Hearing –
Electoral Area F**

OVERVIEW

Purpose of Report:

The purpose of this report is to bring forward amended Zoning Amendment Bylaw No. 722.4 (Attachment A) for Board consideration of Second Reading and referral to Public Hearing. The Bylaw proposes limited assembly uses and two auxiliary dwelling units (in addition to two existing single-unit dwellings) for the property at 1747 Storvold Road in Electoral Area F - West Howe Sound.

Recommendation(s):

- (1) THAT Zoning Amendment Bylaw No. 722.4, be amended as presented:**
 - (2) AND THAT Zoning Amendment Bylaw No. 722.4, be forwarded to the Board for Second Reading;**
 - (3) AND THAT a Public Hearing to consider Zoning Amendment Bylaw No. 722.4 be scheduled;**
 - (4) AND FURTHER THAT Director _____ be delegated as the Chair and Director _____ be delegated as the Alternate Chair for the Public Hearing**
-

BACKGROUND

At the November 28, 2024, Regular SCRD Board Meeting, the following resolution was adopted:

318/24 Recommendation No. 8 *Zoning Amendment Bylaw No. 722.4 (1747 Storvold Road)*

THAT the report titled Zoning Amendment Bylaw No. 722.4 for 1747 Storvold Road – Electoral Area F, be received for information;

AND THAT Zoning Amendment Bylaw No. 722.4 be forwarded to the Board for First Reading;

AND FURTHER THAT staff report back to a future Committee with more information regarding the specific plans for the land use of this proposal.

DISCUSSION AND ANALYSIS OF OPTIONS

The November 21, 2024, EAS report is attached as Attachment B and this sets out the details of the application along with relevant staff policy review of the application. Following First Reading of Bylaw 722.4 and the Board resolution that sought more specific details around land use the applicant provided further information. This report focuses on this additional element.

Assembly Use

The applicant has provided a letter addressing the questions raised at the November 21, 2024 Electoral Area Services Committee meeting (Attachment C); and has provided an updated slide deck with more information on the proposed land uses (Attachment D).

The definition of ‘assembly use’ per Bylaw 722, means “the gathering of persons for charitable, civic, cultural, educational, entertainment, philanthropic, political, recreational, private education or religious purposes, which may include social halls, clubs, child care services, but excludes sleeping or dwelling units, or camp assembly uses.”

Staff have made additional changes to Bylaw 722.4 in consultation with the applicant in order to provide more clarity and detail on specific assembly related uses, as follows:

“assembly use is permitted, limited to the following types of gatherings:

- a) Visual, media, and performing arts workshops
- b) Education, training, and mentorship programs, including indigenous knowledge, agriculture, design and culture
- c) Performances of art, music, and storytelling
- d) Meditation, yoga and other similar activities.”

The amended Zoning Amendment Bylaw 722.4 is included as Attachment A, which also includes conditions restricting the number and hours of events and the number of attendees.

It is further noted that as a condition of rezoning a covenant will be registered on title that provides detail and parameters governing assembly related uses on the property.

Smart Farm Component

The applicant launched The Smart Farm Project in 2013 which included partnerships with stakeholders including SCRD. The stated goal of the project is to develop a model that would allow for increased density on rural acreages to make land more accessible to farmers and land-based cultural organizations, for which there is a growing need across BC. This rezoning application builds on already-permitted agricultural uses to include an allowance for educational workshops and additional housing units that would be accessible to those farming on the land.

OPTION 1 – Give second reading to Bylaw 722.4 and schedule a public hearing

(Recommended Option)

If this option is chosen staff will schedule a public hearing. Results of the public hearing will be presented at a future committee meeting along with options for third reading and subsequent adoption.

OPTION 2 – Reject Proposed Bylaw 722.4

If this option is chosen the application process would end. The applicant would be eligible for a partial refund of fees.

Should the Committee wish to proceed with Option 2 a recommendation could be considered as follows:

THAT Bylaw 722.4 be abandoned.

OPTION 3 – Ask for additional information

The applicant has refined their proposal and provided requested information for Board consideration based on feedback from the November 21, 2024, EAS meeting. Should the Committee wish to request further information at this time and proceed with Option 3, a recommendation could be considered, as follows:

THAT staff direct the applicant for Bylaw 722.4 to provide further information as follows...

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

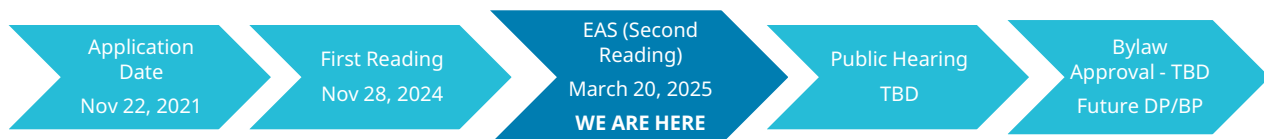
LEGISLATIVE IMPLICATIONS

If Option 1 is selected public notice of the zoning bylaw amendment and a public hearing would be done in accordance with Section 466 of the *Local Government Act*.

STRATEGIC PLAN IMPLICATIONS

Not Applicable

TIMELINE



Should second reading be given to the zoning bylaw amendment, staff will arrange for a public hearing date. Public comments received during the notice period and during the Public Hearing would be included in a future report for the Electoral Area Services Committee. Ministry of Transportation and Transit (MOTT) approval would be required after third reading and prior to adoption of the bylaw. Any conditions imposed on approval would be completed prior to adoption.

COMMUNICATIONS

A public information meeting (PIM) was conducted by the applicant in coordination with SCRD staff on April 21st, 2022. The application has been referred to Skwxwú7mesh Nation, Ministry of Transportation and Transit (MOTT), Vancouver Coastal Health (VCH), Agricultural Land Commission (ALC), Gibsons Fire Department, building department and infrastructure

department.

Details of the PIM and comments received from referral groups were included in the November 21, 2024 EAS report (Attachment B).

SUMMARY AND CONCLUSION

As set out in the November 21, 2024, EAS report (Attachment B) the applicant’s proposal to allow for assembly use and two auxiliary dwelling units as part of a Smart Farm pilot project supports many of the goals and policies in the West Howe Sound OCP, including, to provide for cultural and spiritual gatherings, provision of rental housing options and to support agriculture. Following the November 21, 2024, EAS meeting, the applicant provided more detailed information around the kinds of activities proposed. This has been incorporated into an amended Bylaw 722.4 to add further clarity on specific uses.

Overall, staff are supportive of the proposal given applicable OCP policies, the Rural Residential B land use designation and the Rural Residential One (RU1) zoning. Staff recommend that the bylaw as amended be given second reading and a public hearing be scheduled.

ATTACHMENT(S):

- A – Zoning Amendment Bylaw 722.4
- B – EAS Report – November 21, 2024
- C – Applicant letter
- D – Applicant slide deck

Reviewed by:			
Manager	X – J. Jackson	Finance	
GM	X – I. Hall	Legislative	X – S. Reid
CAO	X – T. Perreault	Assistant Manager	X - K. Jones

**SUNSHINE COAST REGIONAL DISTRICT
BYLAW NO. 722.4**

A bylaw to amend the *Sunshine Coast Regional District Zoning Bylaw No. 722, 2019*

The Board of Directors of the Sunshine Coast Regional District, in open meeting assembled, enacts as follows:

PART A – CITATION

1. This bylaw may be cited as *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.4, 2023*.

PART B – AMENDMENT

2. *Sunshine Coast Regional District Zoning Bylaw No. 722, 2019* is hereby amended as follows:

Insert the following section immediately following Section 7.9.4 d):

- e) In Lot F District Lot 1398 Plan 21599, the maximum number of *dwelling units* shall be as follows:

PARCEL AREA	DWELLING UNITS PER PARCEL	TYPE OF DWELLING UNITS PERMITTED
<8000 m ²	1	1 Single-unit Dwelling
≥8000 m ² ≤1.75 ha	2	1 Single-unit <i>Dwelling</i> and 1 <i>Auxiliary dwelling unit</i>
>1.75 ha	4	2 single-unit dwellings; and 2 <i>Auxiliary dwelling units</i> , subject to the following conditions: <ol style="list-style-type: none"> a) shall be limited to a floor area of 75 m² each. b) shall be used for rental tenure only, with no <i>short term rental</i> permitted <i>Secondary suites</i> are not permitted within a <i>single-unit dwelling</i> or <i>auxiliary dwelling unit</i> .

Insert the following section immediately following Section 7.9.9.2 c)

- 7.9.9.3 Notwithstanding any other parts of this bylaw, within Lot F District Lot 1398 Plan 21599, the following shall apply:

- 1. *assembly* use is permitted, limited to the following:
 - a) Visual, media, and performing arts workshops
 - b) Education, training, and mentorship programs, including indigenous knowledge, agriculture, design and culture
 - c) Performances of art, music, and storytelling
 - d) Meditation, yoga and other similar activities
- 2. *assembly* use is subject to the following conditions:
 - a) Attendees are defined as any non-resident of Lot F District Lot 1398 Plan 21599
 - b) Gatherings, permitted between the hours of 9 am and 7 pm, shall not exceed 8 per calendar month, with a maximum of 40 attendees;
 - c) Gatherings, permitted between the hours of 9 am and 10 pm, shall not exceed 2 per calendar month, with a maximum of 60 attendees;
 - d) no overnight accommodation associated with the *assembly* use is permitted;
- 6. Parking shall be provided as follows:
 - a) Residential parking shall be provided per Section 6.4.1
 - b) 18 spaces shall be provided for *assembly* use.
 - c) Parking shall be provided in accordance with Section 6.1 and 6.2, except that 6.1.14 shall not apply, provided that:
 - i. Speed limit restrictions are applied along with related signage at the entrance to the property and at 75 m intervals along the length of the driveway

PART C – ADOPTION

READ A FIRST TIME this 28TH DAY OF NOVEMBER , 2024

READ A SECOND TIME this DAY OF ,

PUBLIC HEARING HELD PURSUANT TO THE LOCAL GOVERNMENT ACT this DAY OF ,

READ A THIRD TIME this DAY OF ,

APPROVED PURSUANT TO SECTION 52 OF THE TRANSPORTATION ACT this DAY OF ,

ADOPTED this DAY OF ,

Corporate Officer

Chair

SUNSHINE COAST REGIONAL DISTRICT REFERRAL REPORT

TO: Electoral Area Services Committee – November 21, 2024

AUTHOR: Nick Copes, Planner II

SUBJECT: ZONING AMENDMENT BYLAW No. 722.4 FOR 1747 STORVOLD ROAD – ELECTORAL AREA F

RECOMMENDATIONS

1. THAT the report titled Zoning Amendment Bylaw No. 722.4 for 1747 Storvold Road – Electoral Area F, be received for information;
 2. AND THAT Zoning Amendment Bylaw No. 722.4 be forwarded to the Board for First and Second Reading;
 3. AND THAT a Public Hearing to consider Zoning Amendment Bylaw No. 722.4 be scheduled;
 4. AND FURTHER THAT Director _____ be delegated as the Chair and Director _____ be delegated as the Alternate Chair for the Public Hearing
-

BACKGROUND

The SCRД received Zoning Bylaw amendment application to amend Zoning Bylaw 722 to allow for an Assembly use and two auxiliary dwelling units (in addition to two existing single-unit dwellings) for the property at 1747 Storvold Road in Electoral Area A - West Howe Sound.

CURRENT CONDITIONS AND PROPOSED USES

Table 1 - Application Summary

Owner / Applicant:	Chad Hershler
Legal Description:	LOT F DISTRICT LOT 1398 PLAN 21599
Electoral Area:	F – West Howe Sound
Parcel Area:	Total: 1.94 HA
OCP Land Use:	Rural Residential B
Zoning:	RU1 (Rural Residential One)
Subdivision District:	G (minimum 1.75 HA)
Application Intent:	To allow for assembly use and two auxiliary dwelling units

The subject property, as described in Table 1 above, is within West Howe Sound and is located approximately 2.5 km from the Langdale Ferry Terminal. A business/organization called “Deer Crossing the Art Farm” has been based on the subject property since 2009. The property currently has two single-unit dwellings and some auxiliary buildings located on it. The proponent/property owner has submitted a zoning amendment application to amend the Rural Residential One (RU1) to allow for both an ‘assembly’ use and allow for two auxiliary dwelling units with a maximum of 75 m² each. The applicant has provided an application package summarizing their proposal and intent of this application (Attachment A – Applicant Rationale Letter; B –Site Plan; and C – Description of Proposal)

Assembly Use

The applicants state that the proposal will provide “space and facilities for cultural and education programming that reconnects us with the land, ourselves, and each other”. They also note that “The Smart Farm pilot is committed to subsidized access to agricultural land and affordable housing for farmers alongside education and engagement with the community”. It is proposed that events would take place a maximum of 10 times per month, consisting of eight gatherings limited to 40 attendees with hours between 9 am and 7 pm and two gatherings limited to 60 attendees with hours between 9 am and 10 pm.

Figure 1 – Location Map



DISCUSSION

Planning Analysis

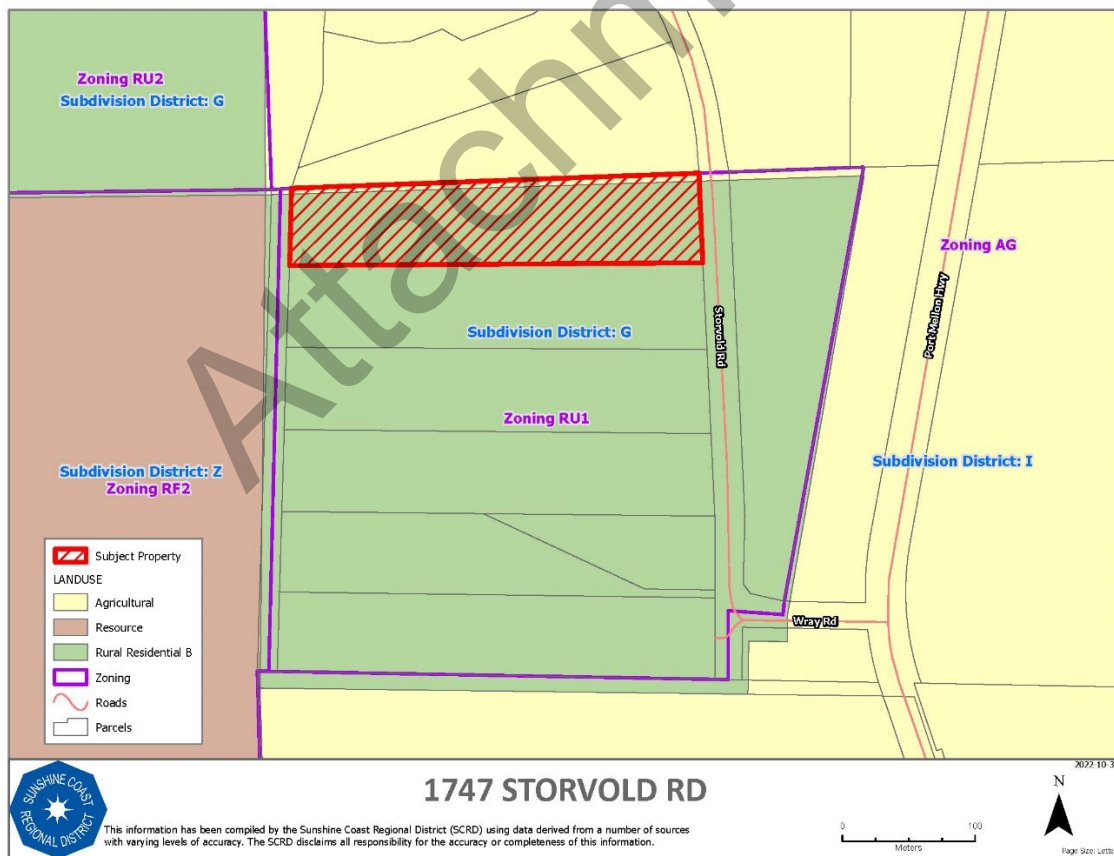
West Howe Sound Official Community Plan

The parcel is within the Rural Residential B land use designation (Figure 3), with parcels to the south and east having the same land use designation. Parcels to the north have an 'Agricultural' land use designation and are located within the Agricultural Land Reserve (ALR). The parcel to the west has a Resource land use designation.

Zoning Bylaw No. 722

The subject parcel is currently zoned RU1 (Rural Residential One) which allows for agriculture and a variety of related uses, such as agriculture, garden nursery, keeping of livestock, vehicle repair and maintenance, animal shelters, manufacturing and storage. In Area F, two single unit dwellings, each of which is permitted a 55m² secondary suite, are permitted on lots over 1.75 hectares.

Figure 2 –OCP Land Use, Zoning and Subdivision District Map



Land Use Policies

Assembly and Housing Policies

The OCP establishes objectives for Rural Residential Land Use (Section 5.2):

1. To provide for rural residential densities which reflect the terrain and servicing provisions.
2. To provide for a variety of single-family housing types and parcel sizes.
3. To ensure that parcel sizes and residential densities permitted are appropriate for the level of infrastructure services that can be provided.
4. To minimize residential land use conflicts with agricultural and resource activities, as well as reduce vulnerability to natural hazards.
5. To provide for home occupation employment opportunities compatible in scale and character with residential and rural settlement

Section 5.3.2 of the OCP (Rural Residential B) notes that this designation applies to rural acreage parcels mostly located outside of service areas, including water distribution, fire protection and solid waste collection. These acreage parcels are conducive to a variety of rural uses including agriculture, home occupations, garden nurseries, low density campgrounds and keeping of livestock. Relevant to this application Section 5.3 (2) states the following in regard to use and density:

- *spiritual and cultural retreats may be considered where properties are large enough to provide sufficient buffer to neighbouring parcels*
- *Existing properties without further subdivision potential that are 1.5 hectares and greater in size shall be permitted to have two dwellings.*

Housing

Section 6.2 (1) of the OCP notes the following as an objective for providing affordable housing:

Opportunities for affordable housing, rental housing, and special needs housing shall be made available in most parts of the plan area through zoning provisions permitting auxiliary dwellings and duplexes, subject to parcel size and other on-site and location requirements

Furthermore, Section 6.3 (1) notes the following policy:

Allow flexibility in zoning for auxiliary dwellings and duplexes, or suites within dwellings, where there is appropriate liquid waste disposal and the additional dwelling units on parcels are appropriate for the neighbourhood character.

Section 7 of the OCP describes *Densification Strategies to Support Affordable Housing and the following objectives:*

- *Increase the supply of housing units through infill development on existing eligible parcels.*
- *Integrate housing development with the rural context.*
- *Use housing agreements to secure affordable housing.*

Agriculture

Relevant Agriculture-related OCP objectives for this proposal as noted in Section 4.3 include:

- *To increase food production and food security within the OCP area.*
- *To provide for agricultural activities, particularly small-scale sustainable market garden farming, including on-site sales.*
- *To increase opportunities for local farmers to provide local sources of a range of agricultural products, including the opportunity to market locally-produced food products.*
- *To support local production and processing of value added agricultural products.*

Staff Analysis: Assembly Use

The applicant's proposal for an assembly use to provide educational and cultural gatherings on the subject property is a use that may be considered for properties designated Rural Residential B, where properties are large enough to provide sufficient buffer to neighbouring parcels. There are a limited number of properties with this designation in the West Howe Sound OCP area and of these properties several of them are not really feasible due to challenges with topography and access. The most viable sites for such assembly uses are the properties on Storvold Road and properties on the east side of Gilmour Road, north of Cemetery Road. Sites zoned RU1 allow for uses such as agriculture, keeping of livestock, vehicle repair and maintenance, animal shelters, manufacturing and storage. These are uses that also have the potential to generate noise, vehicular traffic and other related impacts. The applicant has developed mitigation measures to address concerns with noise, traffic and parking, privacy and fire protection, particularly with respect to the neighbour to the immediately to the south, with such measures including:

- the completion of an acoustic survey and mitigation plan which included berming and a privacy fence/hedge;
- a Site Plan showing proposed uses, mitigation measures, parking for 24 vehicles on site and details of vehicular circulation;
- fire protection measures, to include including the provision of three 2.5 gallon pressurized water extinguishers
- proposed stormwater management measures

It should be noted that all existing buildings to be used for assembly use will require a change of use permit and be subject to BC Building Code requirements. Only outdoor assembly use would be permitted until such time.

In summary, the assembly use proposed for educational and cultural gatherings is considered an acceptable use for properties designated Rural Residential B. There are also mitigation measures proposed on the site to reduce the impact on neighbouring properties. Staff are supportive of this element of the zoning amendment.

Staff Analysis: Housing Use

The current RU1 zoning allows for two-single unit dwellings, both of which would be permitted to have 55m² secondary suites. Rather than have secondary suites, as the applicant has stated that the existing dwellings are not suited to easy conversion to add suites, the applicant is instead proposing two auxiliary dwelling units restricted to a maximum size of 75m² each. Effectively, the proposal would replace the secondary suite allowance with the ability to have slightly larger, detached units.

While the OCP encourages infill and multi-unit development primarily in the settlement cluster area and other residential areas, it also notes that along with increased density, there should be appropriate service provision including solid waste collection, storm water management, sewage treatment facility, regional fire protection, traffic circulation, convenient access to major roads and community amenities and compatibility with the surrounding rural environment. This is a policy that is also relevant for the proposed assembly use.

When evaluating the applicant's proposal, it is worth noting that it is a modest increase to density of a specific parcel. While the location is rural, the applicant is proposing sewage treatment on site, wells for on-site-water needs and a fire protection strategy. These servicing aspects have also been reviewed against the assembly uses proposed on-site.

In order to meet the objective of providing affordable housing, the applicant is intending to rent the units at a rate that is below average rental rates for similar-sized units in the area, which will result in more attainable housing for families or individuals. While the OCP mentions the use of a housing agreement, the applicant has indicated that they would prefer not to go through this process. Given that the two auxiliary dwelling units are in place of suites that would be permitted and that a housing agreement is somewhat onerous from an administrative perspective for such a small project, staff are supportive of this element of the project. Further details of the proposed housing can be found in Attachment C.

Staff Analysis: Agriculture

The applicant has noted that *"The Smart Farm pilot is committed to subsidized access to agricultural land and affordable housing for farmers alongside education and engagement with the community"*. The project supports goals from the SCRD's Agricultural Area Plan and the SCRD's 2012 We Envision Sustainability Plan. Further information can be found in the "Food Security" section of the applicant's Rationale Letter (Attachment A). As such the proposal can also be seen to meet OCP objectives and other SCRD Plans related to the support for small-scale agricultural activities.

Zoning Bylaw Amendment Bylaw No. 722.4

Staff have drafted a site-specific amendment within the RU1 Zone for this parcel. Permitted uses would be those of the RU1 Zone, with additional provisions for two auxiliary dwelling units and assembly use. Zoning Bylaw amendment 722.4 has been drafted to allow for the following:

1. An assembly use on the subject property with the following conditions of use:
 - Maximum of 8 daytime gatherings per month. Gatherings limited to 40 non-resident attendees with hours between 9 am and 7 pm;
 - Maximum of 2 all-day gatherings per month. Gatherings limited to 60 non-resident attendees with hours between 9 am and 10 pm;
 - A minimum of 24 parking spaces shall be provided on the parcel while the assembly use is occurring (18 required for assembly use and 6 for the residential use) and related measures to restrict speeds of vehicles on site, in lieu of paving driveways and parking areas; and
 - Additional restrictions, include no overnight accommodation with the assembly use.
2. The allowance for two auxiliary dwelling units on the subject property with the following conditions:
 - Each unit shall be limited to a maximum floor area of 75 m²
 - Each auxiliary dwelling unit shall be used for rental tenure only
 - Short term rental is not permitted

In order to ensure compliance with the proposed mitigation measures, BC Building Code requirements and best practice recommendations, a covenant will be registered on title as part of bylaw adoption, which will include the following requirements:

- That prior to any assembly use taking place within a building that change of use permit/building permits must be obtained
- That prior to any assembly use taking place on the property, the following must be completed:
 - The provision of appropriate washroom facilities for assembly use
 - Construction and delineation of parking areas
 - Installation of mitigation measures, including landscaping, fencing and berming, and speed limit controls for vehicular traffic;
 - Implementation and ongoing maintenance of fire protection measures, including the provision of three 2.5 gallon pressurized water extinguishers; and
 - Implementation and maintenance of certain FireSmart recommendations, including the use of FireSmart suggested plants, non-combustible vents, keeping gutters clean of dry debris and maintaining vegetation around buildings

Development Permit Areas

If the zoning amendment is approved, a development permit (DPA 3 – Slope Hazards) would be required for the placement of the two auxiliary dwelling units and any new assembly use buildings to address geotechnical hazards in the area.

Options

Possible options to consider

Option 1: Proceed with first and second reading of the bylaw amendment and schedule a public hearing.

This is the recommended option.

If this option is chosen staff will schedule a public hearing. Results of the public hearing will be presented at a future committee meeting along with options for third reading and subsequent adoption.

Option 2: Deny the proposed bylaw amendment

If this option is chosen the application process would end. The applicant would be eligible for a partial refund of fees.

Option 3: Request amendments to the proposal and/or further information prior to the application proceeding

Timeline for Next Steps

Figure 4 – Application Timeline



Should first and second reading be given to the zoning bylaw amendment, staff will arrange for a public hearing date. Public notice of the zoning bylaw amendment would be done in accordance with Section 466 of the *Local Government Act*. Public comments received during the notice period, in addition to during the Public Hearing would be included in a future report for the Electoral Area Services Committee. MOTI approval would be required after third reading and prior to adoption of the bylaw. Any conditions imposed on approval would be completed prior to adoption.

Communications Strategy

A public information meeting (PIM) was conducted by the applicant in coordination with SCRD staff on April 21st, 2022. A summary of the PIM can be found in Attachment D. In general concerns raised included noise, traffic and parking, privacy, fire protection and ongoing unauthorized gatherings. Staff have also informed residents that they would have a subsequent opportunity to submit feedback during the public hearing process. The applicant has developed plans to mitigate concerns raised in the PIM, as discussed above.

Agency Referrals

The application has been referred to Skwxwú7mesh Nation, Ministry of Transportation and Infrastructure (MOTI), Vancouver Coastal Health (VCH), Agricultural Land Commission (ALC), Gibsons Fire Department, building department and infrastructure department.

Agency	Comment
MOTI	Preliminary approval for an assembly use was granted for a period of one year (now expired). Applicant to ensure stormwater remains on the property. Applicant to demonstrate sufficient parking on the property. Provincial Public Highway Use Permit for commercial access required. SCRD will request new approval after third reading in accordance with Section 52 of the <i>Transportation Act</i> .
ALC	The ALC’s interests are unaffected as the property does not lie within the ALR. That said, the subject property adjoins the ALR, however, the proposed expansion of uses will not likely have any negative effects on the adjoining ALR.
VCH	Any new or proposed drinking water system catering to multiple dwellings must comply with VCH regulations outlined in the BC Drinking Water Protection Act/Regulation. Per the BC Sewage System Regulation, any construction, alteration, or repair of a sewage system requires the involvement of an Authorized Person (AP). An AP could be a registered Professional Engineer or Geoscientist with the BC Association of Professional Engineers and Geoscientists, or a Registered Onsite Waste Water Practitioner. The AP will be responsible for designing the appropriate sewerage system and handling all necessary paperwork submissions to VCH. We have no objections to the development proceeding at this time, provided that it meets the aforementioned conditions.
Skwxwú7mesh Nation	Recommends using Chance Find Management Procedure.
SCRD Building Division	<ol style="list-style-type: none"> 1. All buildings required to be supplied by water will need to conform to requirements as mandated by the Authority Having Jurisdiction (VCH). 2. All buildings requiring connection to the septic system will need to demonstrate compliance of the system at time of any Building Permit Application(s).

	<ol style="list-style-type: none"> 3. All buildings must comply with the Building Bylaw (No. 687) and applicable Sections of the BC Building Code. 4. All new buildings will require a Building Permit as outlined in the Building Bylaw. 5. All existing buildings that have a proposed change to the permitted use (e.g. assembly use) must apply for a Building Permit for a Change of Use and will be subject to all relevant BC Building Code requirements. 6. All proposed new dwellings will be subject to all BC Building Code requirements along with the requirement for Home Warranty Insurance through BC Housing.
<p>SCRD Utilities Division</p>	<p>No comments. This property is outside SCRD water serviceable area without major capital infrastructure improvements.</p>
<p>Gibsons Fire Dpt.</p>	<p>Not in fire service area; fire department cannot comment. Refer to BCBC and BCFC for fire regulations. Fire protection measures associated with the assembly use will be prescribed in the covenant and will be addressed by the applicant.</p>
<p><i>West Howe Sound Advisory Planning Commission (Attachment F – November 22, 2022, Meeting Minutes</i></p>	<p>This application was referred to the West Howe Sound Advisory Planning Commission meeting of November 22nd, 2022. The APC provided the following recommendations:</p> <ul style="list-style-type: none"> • a public hearing be scheduled for the zoning amendment bylaw application; • planning staff consider whether there are alternatives such as secondary suites available in Zoning Bylaw No. 722 that could accommodate the applicant's need for additional residents on the land, without the requirement of the auxiliary buildings being part of the bylaws; • the Board look at the assembly aspect in the broader sense of the SCRD; • the assembly part of the application takes into account the safety aspects of larger gatherings; and • the density be re-examined and discussed before proceeding to have a site-specific zoning.

STRATEGIC PLAN AND RELATED POLICIES

This application supports the Social Equity and Reconciliation Lens by providing spiritual and cultural opportunities to people of diverse backgrounds.

This application also supports the Governance Excellence Lens by providing for effective, efficient and informed decision-making.

CONCLUSION

This report provides an evaluation of the application based on the review of applicable policy, initial public consultation, and the specific site context. The applicant’s proposal to allow for assembly use and two auxiliary dwelling units as part of a Smart Farm pilot project supports many of the goals and policies in the West Howe Sound OCP, including, to provide for cultural and spiritual gatherings, provision of rental housing options and to support agriculture. Overall, staff are supportive of the proposal given applicable OCP policies, the Rural Residential B land use designation and the Rural Residential One (RU1) zoning. Staff recommend that the bylaw receive first and second reading and a public hearing be scheduled.

ATTACHMENTS

Attachment A – Applicant Rationale Letter

Attachment B –Site Plan

Attachment C – Description of Proposal

Attachment D – Public Information Meeting Summary

Attachment E – Zoning Amendment Bylaw No. 722.4

Attachment F – West Howe Sound Advisory Planning Commission Minutes, November 22, 2022

Reviewed by:			
Manager (Acting)	X - K. Jones	CFO/Finance	
GM	X - I. Hall	Legislative	X - S. Reid
CAO	X - T. Perreault	Solid Waste	

December 5th 2023

To the Sunshine Coast Regional District Board of Directors,

Thank you in advance for taking the time to read this application.

Before I lay out the rationale for the proposed site-specific zoning amendment, let me tell you a little bit about us.

My partner, Sandy Buck, and I moved onto this piece of land 15 years ago. The land spoke to us. The words of Sandy's Aunt, a Metis elder, was a gift to us. "Live on the land for a year. Allow it to tell you what it wants." It was in that first year that a vision emerged: a creative space to share with others that brought us closer to the land and nature. However, we did not want to impose this vision onto our community. We didn't know much about our community at all. We wanted to better understand how this vision could support the community in general. With that in mind, we developed an arts organization called "Deer Crossing The Art Farm" (www.deercrossingtheartfarm.org). This organization focused on collaborative arts projects with community members and community groups. Over the past 14 years, we've produced hundreds of events, coordinated dozens of programs, and launched several multi-year initiatives, collaborating with thousands of community members. We've learned so much through this process. Both our children were born and raised into this community, and we're grateful to call this community our home.

Beginning in 2015, our organization committed to a rigorous practice of decolonization and reconciliation. We felt an urgent need to integrate this practice into all our programming, including the long-term vision for the property. Through this commitment (and the generous nature of the Shíshálh and Skwxwú?mesh people), we met Xet-semit-sa Candace Campo. Candace is founder and CEO of an indigenous tourism company called Talaysay Tours. We have partnered with Candace on multiple projects over the years, and her vision to mentor indigenous youth in storytelling and land-based learning is now interwoven with ours.

I should also note that I sat on the Official Community Plan Advisory Committee for Area F (2011) and collaborated with the planning department at the SCRD on multiple occasions on an unfolding initiative we call "The Smart Farm Project". Through-out this process we have steadfastly remained open to learning and guidance from planners, neighbours, and community members – and we thank them all for their continued support and friendship.

Our proposed site-specific zoning amendments would—in essence—be a "Smart Farm" pilot. As mentioned above, we have worked with the planning department for many years on this project. The Smart Farm pilot will provide affordable energy-efficient housing for four families, along with space and facilities for cultural and education programming that reconnects us with the land, ourselves, and each other. We recognize that our proposal is unique, both in location and use. However, it is this very uniqueness that motivated us to apply for rezoning. We would like to open our land, studios, and cultivated space to more people of diverse backgrounds (i.e., youth, seniors, people with disabilities, Knowledge Carriers) to live, gather, learn, and collaborate—and we are proposing to do this in a way that limits the impact on our neighbours while generating a positive impact for the community, as a whole.

We are asking for an increase in housing density to allow for two more 'tiny' homes to be built on our property (in addition to our existing two single family dwellings). These new homes would be no larger than 800 square feet. The size of the homes would enable us to provide affordable and energy-efficient workforce housing for single individuals, a couple and/or a small family. Rental costs for these units (including utilities and maintenance fees, along with access to the shared spaces on the property) will begin at a flat rate of \$1500/mo.

We are also asking for an amendment to allow for 'Assembly Use' on our property. This would enable us to carry out the education and cultural programming we envision for the space. We have worked with the planning staff to ensure that this assembly use is modest, limited, and appropriate to the rural residential area surrounding us. These limitations include: a maximum of 10 day-time gatherings with no more than 40 people per month, and 2 evening gatherings with no more than 60 people per month (more details on this in the attached descriptions). As

mentioned above, the gatherings we envision enable us to open our space and studios to the diverse ages, backgrounds and abilities we collaborate with, in a modest, limited, and respectful fashion. There is nothing quite like The Art Farm here on the coast. The unique combination of art-making studios, outdoor spaces, and access to the Rainforest is truly one-of-a-kind.

We'd like to note that, in developing the proposed limitations for our dwellings and gatherings, we have tried to remain within the parameters of our current zoning, in terms of increased traffic and housing on the land.

The additional tiny homes will, in essence, act as the equivalent to tenant suites in our existing dwellings; they are detached because the cost of renovating our dwellings to accommodate an additional suite would far outstrip the costs of a tiny home.

When considering the number of people (and cars) that would accompany our gatherings, we have aimed to be the equivalent of what a steady Bed-and-Breakfast with a farm stand might see over the course of a month. We envisioned an average of 35 additional vehicles per week (or 140 additional vehicles per month). With 1 vehicle for every 3 people, and all our gatherings at maximum capacity, we would see an increase of approximately 130 additional vehicles per month. Of course, we will not be operating at maximum capacity – but we wanted to fall within this range, nonetheless.

Over the past few years, in preparation for this application, we have added additional parking, a roundabout, fencing, berms and landscaping for privacy and sound barriers between our property and our neighbour's property to the south. As you will see in the attached site drawings, we are proposing additional parking, as well as noise and privacy barriers. We have also endeavored to place all our buildings and infrastructure as far from this neighbour's property line (a shared hydro line makes this our most exposed boundary). In addition, we have taken care to preserve the existing sound and privacy barriers (forest and trees) between our other neighbours to the east and north. See our attached documents for more specifics on these plans, along with water treatment, septic requirements, and our fire safety plan.

The following is our rationale for these proposed site-specific zoning amendments:

How the Smart Farm pilot fits into the Official Community Plan for Area F

The Rural Residential B designation applies to rural acreage parcels that are for the most part located outside of service areas, including water distribution, fire protection, and solid waste collection. The properties are also located outside of the Agricultural Land Reserve. These acreage properties are conducive to the rural residential lifestyle and further rural uses such as home occupations, garden nurseries, agriculture, keeping of livestock, low density campgrounds, spiritual and cultural retreats may be considered where properties are large enough to provide sufficient buffer to neighbouring parcels.

The Smart Farm pilot will:

- Lessen the impact of human settlement on the environment,
- Showcase a low impact cultural use on a self-sustaining rural residential parcel,
- Provide affordable housing through a mixture of smaller housing forms, and
- Remain part of the agricultural base for the community

How the Smart Farm pilot will support the SCRD and Sunshine Coast community as a whole

AFFORDABLE HOUSING

In September, 2020, the Urban Matters consultation group released the 'Sunshine Coast Housing Needs Report', which was followed by the 'Housing Needs Report Implementation Framework' in December 2020. These reports

show a clear need for more diverse housing options on the Sunshine Coast, and provide recommendations in facing the housing crisis.

According to the Housing Needs Report (citing a variety of sources), affordability of housing continues to be the greatest challenge in the West Howe Sound community.

The Smart Farm pilot project will address our Affordable Housing crisis by modeling:

- development that maintains the unique character of different communities and provides a range of housing types.
- development that allows for “aging in place” as baby boomers age, leave the workforce and experience greater mobility challenges.
- new zoning/regulatory features to promote housing diversity (e.g. smaller lots, coach houses, infill housing, multifamily, mixed use development)

FOOD SECURITY

As The Smart Farm pilot is committed to subsidized access to agricultural land and affordable housing for farmers along side education and engagement with the community, it directly supports or indirectly builds support for 4 of the 6 strategic goals in the SCRD’s Agricultural Area plan, including:

- Protecting farms, improving farming opportunities, and expanding access to land for agriculture
- Developing a viable Coastal food system
- Educating and increasing awareness of Coastal food and agriculture
- Advancing and promoting sustainable agricultural practices

The pilot will also support the food security goals as outlined in the SCRD’s 2012 We Envision Sustainability Plan, such as:

- increase the skills and knowledge of local residents to both produce for, and purchase from, the local food system
- encourage organizations in the business, food security, and education sectors to work together to leverage skills and jobs in the area of food production and preservation
- provide incentives for public-sector and community groups to promote food security and grow and preserve their own food, as well as make local foods accessible to, and affordable for all people

ARTS and CULTURE, LEARNING and LEADING

Lastly, through its unique co-operative framework made up of private members and community organizations, The Smart Farm pilot will support arts & culture and learning & leading goals as set out in the SCRD’s We Envision Sustainability Plan, including:

- creating opportunities for youth and young adults to be active in the arts and in cultural opportunities
- working with the shíshálh (sechelt) and the skwxwu7mesh (squamish) nations to acknowledge and develop planning processes to support their cultural places, languages, heritages and identities
- promoting cultural sensitivity and understanding among community members, organizations and institutions
- increasing placed-based learning (local natural and cultural history) opportunities,
- increasing opportunities for action and service learning (learning a skill or practice while contributing to a larger community project)

Some additional words from my partner, Sandy, on why we believe this proposal is a benefit to our community:

I am grateful for this land I live on, my family lives on, and other families before us. We got here through our ancestors' ingenuity and tenacity because Canada is a country made up of settlers coming from somewhere else. My family has had the honour to learn from the Indigenous people whose families have lived here for thousands and thousands of years before us. The land we live on now shows us these teachings through its plants and foliage, and every year it returns the cycle of life and abundance. When we first purchased this land in 2007 we knew it was special, and we can see 15 years later that many people feel that same way. The challenge is: only those who can afford it can live and gather on land like ours. We have learned over the pandemic that being outside was the healthy choice: it relieved so much tension and anxiety for all. Being parents of children and youth, we have seen over and over again the value of being outside, planting a garden & making something with your hands. We have worked tirelessly to cultivate a place for creativity because it is more and more important to do so. Our land is a place where we do just that. We have built tools and spaces that keep us healthy, in our mind, body, and spirit. Our organization has an international audience, and people are looking to us for potential models in their communities across the world. We have found that more and more people are asking to come to our space, and we would like to offer them this opportunity in a way that is thoughtful, considerate, and respectful of our neighbours. We believe this proposal does just this.

I am reminded of a story shared with me by Kwat-le-Mat Hollyann Higgins from the Shishálh Nation:

There was a great fire long ago and all the animals had to run for their lives towards the water to safety. The bear could run fast and kept seeing a hummingbird fly past him towards the fire and then past him away from the fire and then back towards the fire.

After several passes, the bear called out "HUMMINGBIRD! Why do you keep flying toward the fire, the water is in this direction!"

"Oh yes bear, I know, I am flying to the water and filling my beak as much as possible and flying back to spray the oncoming fire so all the animals can run to safety! It is what I can do, I must fly now and do what I can!"

This story impacts me every time I tell it because in the face of a raging storm (affordable housing, climate change, loss of language, culture, diversity) we are met with a choice: what is it that we can do to help? What is the best we can do?

Thank you again for taking the time to read through this application and consider our proposal. We believe the Sunshine Coast will benefit greatly from this and are committed to a low impact elegant development that will prove the viability of this model within a rural residential setting.

What we have learned over the years is that when you honour the land, the land takes care of you. That is our intention for ourselves, for our community, for our children and for our children's children.

With respect and gratitude,

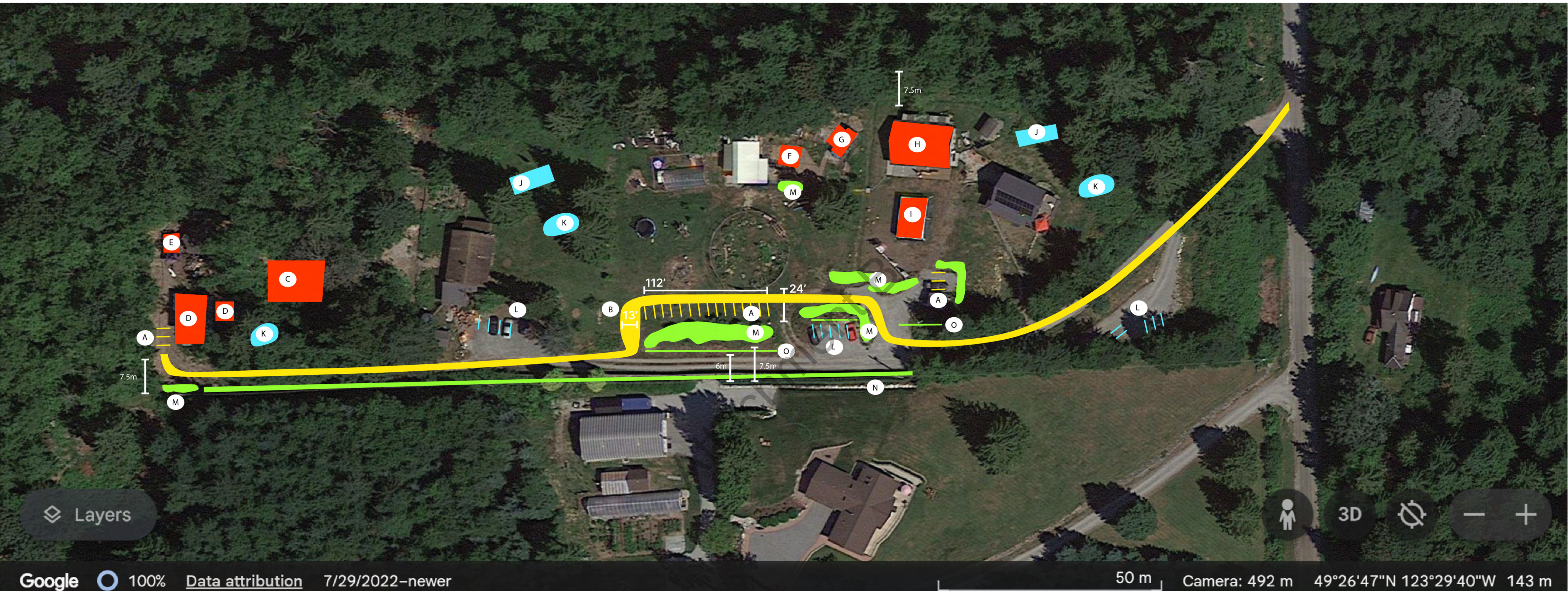


Chad Hershler

Executive Director
Deer Crossing The Art Farm
www.deercrossingtheartfarm.org
chad@deercrossingtheartfarm.org
604 805 2537

1747 Storvold Road 2023

Traffic flow, Assembly Parking, Assembly Uses & Buildings, Privacy and Noise Mitigation



Google 100% Data attribution 7/29/2022–newer

50 m Camera: 492 m 49°26'47"N 123°29'40"W 143 m

LEGEND ASSEMBLY PARKING AND TRAFFIC FLOW

- A: Assembly Parking
-18 spaces, each parking spot 8' wide
- B: Turn around space, 13' wide

ASSEMBLY USES / BUILDINGS

- C: Area under maple tree - square footage 425
- D: Studio and Bathroom - square footage 475
- E: Cob Building - square footage 103
- F: Gathering Space / fire pit- square footage 270
- G: Bus Deck - square footage 220
- H: Hub - square footage 1100
- I: Tent - square footage 600

RESIDENTIAL: NEW HOMES, PARKING, AND SEPTIC

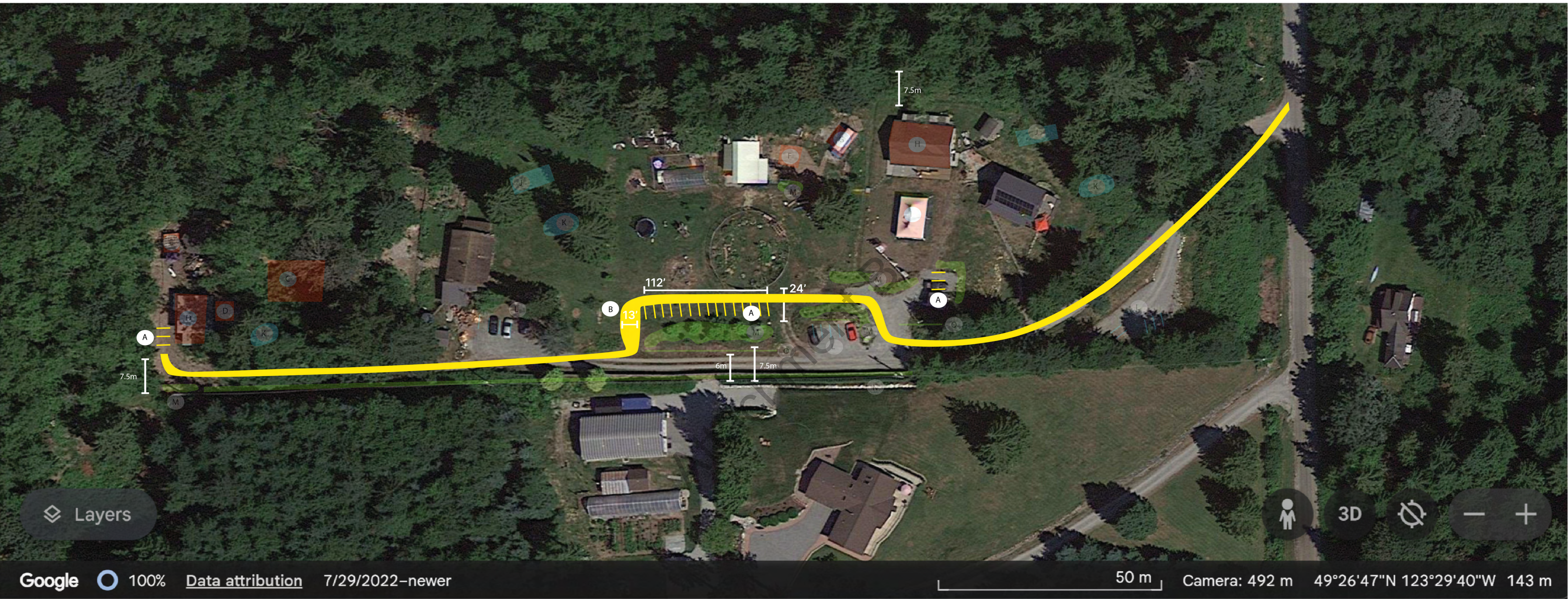
- J: New Residences
- K: New Septics
- L: Residential Parking

PRIVACY AND NOISE MITIGATION & IMPROVEMENTS

- M: Privacy berm (Laurels)
- N: Privacy and Noise Mitigation Fence, 6' tall
- O: Noise mitigation barrier, 8' tall

1747 Storvold Road 2023

Traffic flow, Assembly Parking, Assembly Uses & Buildings, Privacy and Noise Mitigation



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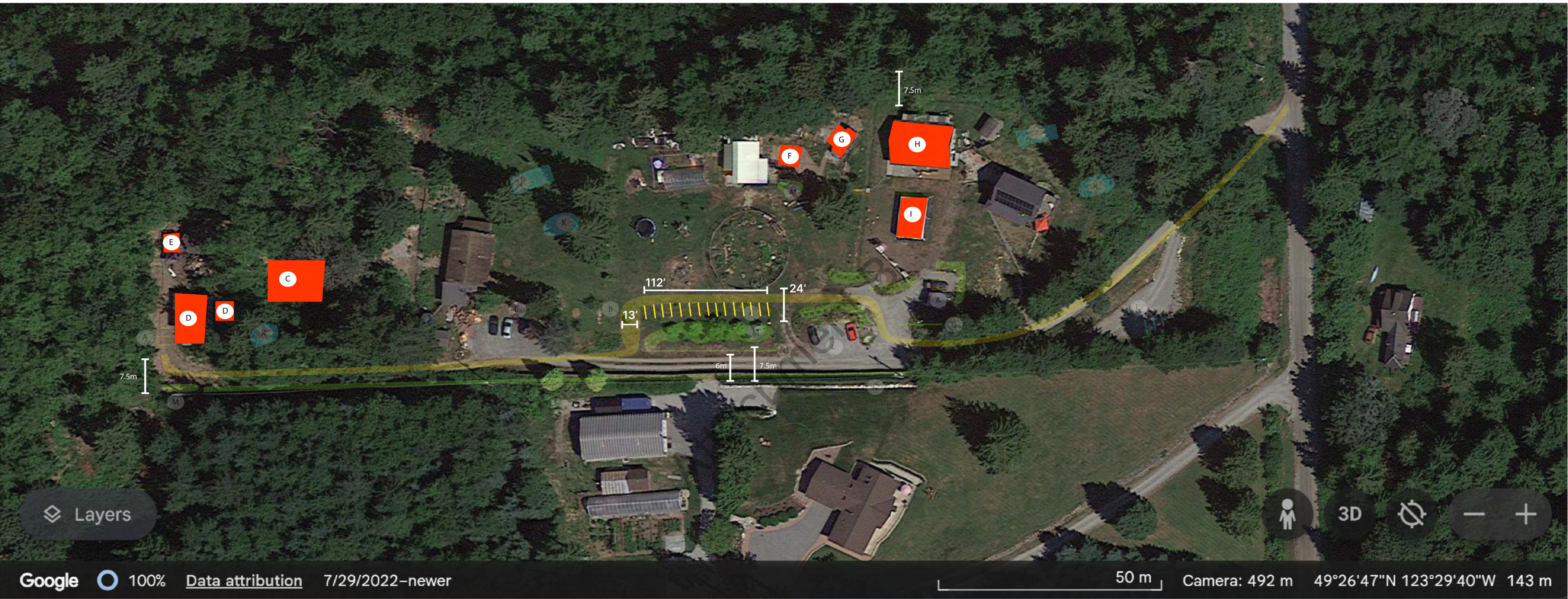
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1747 Storvold Road 2023

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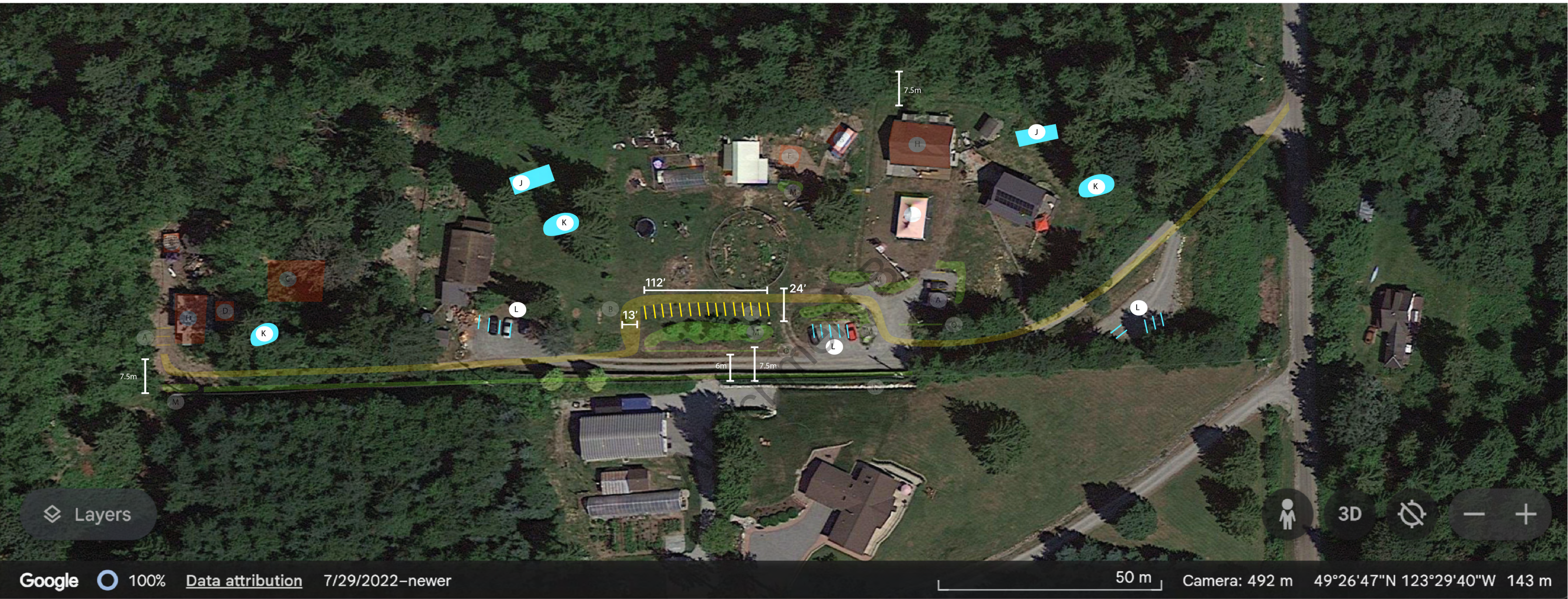
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1747 Storvold Road 2023

Traffic flow, Assembly Parking, Assembly Uses & Buildings, Privacy and Noise Mitigation



LEGEND ASSEMBLY PARKING AND TRAFFIC FLOW

- A: Assembly Parking
-18 spaces, each parking spot 8' wide
- B: Turn around space, 13' wide

ASSEMBLY USES / BUILDINGS

- C: Area under maple tree - square footage 425
- D: Studio and Bathroom - square footage 475
- E: Cob Building - square footage 103
- F: Gathering Space / fire pit- square footage 270
- G: Bus Deck - square footage 220
- H: Hub - square footage 1100
- I: Tent - square footage 600

RESIDENTIAL: NEW HOMES, PARKING, AND SEPTIC

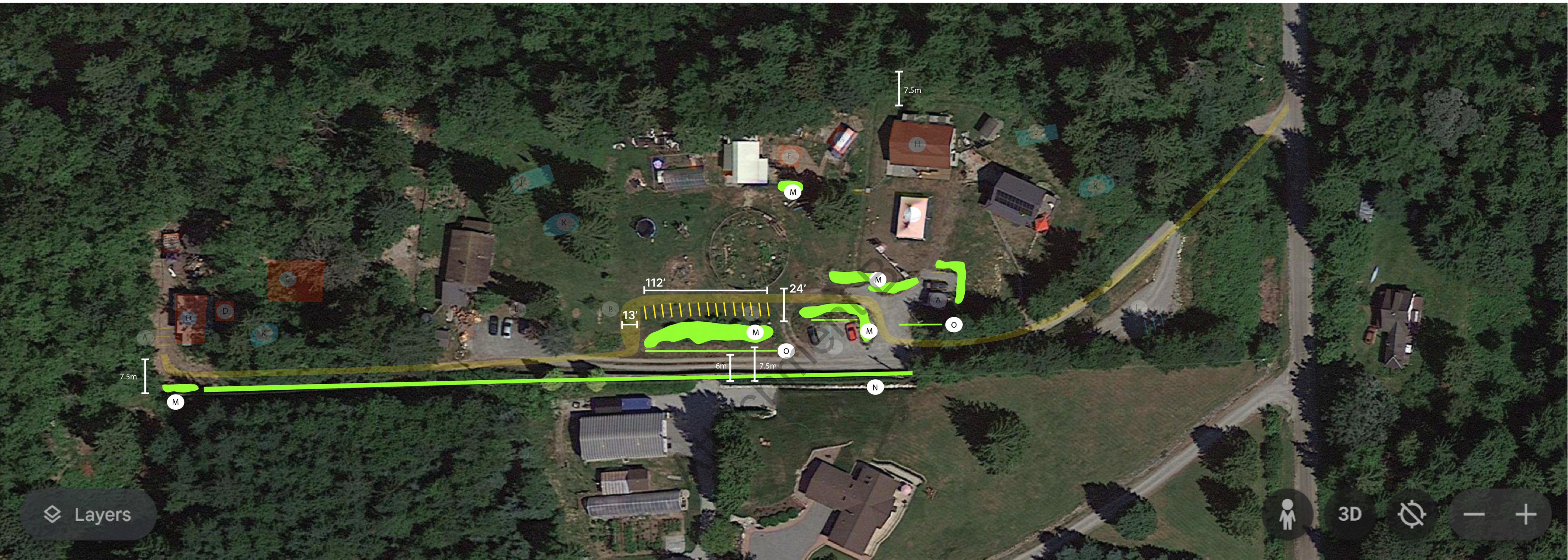
- J: New Residences
- K: New Septics
- L: Residential Parking

PRIVACY AND NOISE MITIGATION & IMPROVEMENTS

- M: Privacy berm (Laurels)
- N: Privacy and Noise Mitigation Fence, 6' tall
- O: Noise mitigation barrier, 8' tall

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Google 100% Data attribution 7/29/2022–newer

50 m Camera: 492 m 49°26'47"N 123°29'40"W 143 m

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Additional Details for Rezoning Proposal

Type of Assembly Use Events and Programs:

Elder and Knowledge Carrier Story Telling, Collaborative Art Projects, Art Events, Shows, Installations, School, and Youth Programs

Description:

The Art Farm serves as a space for engagement and collaboration with Traditional Knowledge Carriers, Indigenous and Settler Artists, community members from diverse backgrounds, as well as school and youth groups. The Art Farm is a unique piece of land where nature and creativity intertwine; inviting guests to explore and express. We explore ways of sharing and celebrating cultural knowledge and experiences, while acknowledging the impact of colonialism and the need to re-imagine the de-colonial present/future. We hold space for the mess of creativity because there are fewer and fewer spaces to do so, and we honour this practice through ceremony and celebration.

Ticketing:

Members of Deer Crossing the Art Farm Society, and the general public are invited to attend events and participate in programs hosted at the Art Farm through online ticket sales and/or registration. Events and programs are marketed through social media, print media, e-newsletters, and on our website. Invites are sent to specific individuals or organizations. Participants will always be required to register for their experience at the Art Farm. Ticket sales will be limited based on the event and will be offered to Members of the Society first. A ticket limit for events that occur between 0900-1900 will be set at 40 and events that are running till 2200 (twice a month only) will be limited to 60 participants.

Parking and Traffic Flow:

On site parking for events is limited and designated areas are well marked on the Art Farm. Parking for a total of 18 cars* is centrally located on the property, away from the main driveway, on a secondary driveway where

there is sufficient space (>7.5m) to park away from the property line. There is a sound-mitigating fence located between this parking area and the property line, as well as a berm with laurel trees for additional sound mitigation and privacy. The flow of traffic is directed by way-finding signage. The driveway provides sufficient space for cars entering and exiting the designated parking areas.

A carpool or shuttle service area will be setup to limit onsite parking. All events will encourage carpooling, and, when necessary, a shuttle plan will be provided. Parking or carpool information will be provided to the registrants well in advance of the event.

Our onsite events and programs will be held no more than 10 times a month during the hours of 0900 and 1900. A maximum of two events monthly may run until 2200. This monthly number of events will not be averaged over the year.

* The total # of parking spots is based on a calculation of 6 car spots per 100 sq. meters (approximately 1075 sq ft) of assembly use space.

Buildings on Site for Assembly Use:

1. Cob Building: 103 sq. ft

Description: Cob uses no molds, forms, or bricks to create, it is a free-flowing claylike medium sculpted onto a foundation to create thick, load-bearing walls. The building is completely unique, with space to sit down, have a fire, meditate, reflect alone or with others. Located on the west edge of the property, nestled in the forested area of the Art Farm. The Cob can comfortably host 6 people around the warm fire for programming.

2. Studio and bathroom: 475 sq. ft

Description: This is a space for creative practice. Located near the Cob building, the studio provides a larger area protected from the elements for studio art making. This building can host small groups up to 10 for programs and events. There will be small wheelchair accessible bathroom added to accommodate participants in this part of the farm.

3. The Hub: 1100 sq. ft

Description: The hub is the main gathering area, with the largest square footage on the Art Farm. With access to creative equipment such as sewing machines, art supplies, fabric, recording equipment, and more. The hub is set up with an open concept, best for collaborating and creating. This space can host up to 15 guests for the purpose of event and programming.

4. Fire Pit by Camper bus: 270 sq. ft

Description: An outdoor area to gather around a fire to story tell and connect with each other. Located adjacent to the camper bus can host 20 people to maintain a reasonable social noise level during events/programs.

5. Camper bus Deck: 220 sq. ft

Description: A wooden deck that can host 8-10 people for specific events outdoors.

6. Maple Tree Gathering: 425 sq. ft

Description: A large maple tree is surrounded by a clearing and smaller trees. This clearing creates a unique atmosphere for live productions and events. Surrounded by the trees, this area can host up to 30 people.

7. Tent: 600 sq. ft

Description: Located south of the Hub – the Tent is an outdoor space allowing engagement and creative practices influenced by the surrounding nature. Tables and chairs can be added to the tent covered deck to support outdoor meals and hands-on programming. The tent area can host 20 people at one time for events.

Total square footage for assembly use: 3193 sq ft (297 sq m)

Buildings on site but not for assembly:

Barn/Workshop
Greenhouse
Camper Bus (office space and storage)
Recycling Shed
3-floor residence at eastern end of property (1940 sq ft)
1-floor rancher residence in middle of property (950 sq ft)

Proposed New (2) Residences

Basic descriptions:

- max 800 square feet, each
- one bedroom plus a den or two bedrooms
- In-suite laundry
- Access to garden area, hiking trails, and mountain views

The private rental market for a two-bedroom apartment as reported by CMHC in BC is \$1721/month average while the Vancouver average is around \$2000/month. CMHC doesn't offer statistics specific to the Sunshine Coast so our information for reference is based on research with local listings and current rental rates. The Sunshine Coast offers a private two-bedroom detached house on rural acreage for approximately \$2200/month + utilities.

With this research in mind, The Art Farm would set a flat rate rental price of \$1500/month to future tenants. The cost will include all utilities and maintenance fees (tenants will only be responsible for their internet and cable). This is in line with the Art Farm's mission of providing below-market affordable housing options for those working on the Sunshine Coast.

Public Information Meeting Summary Report

The following is a summary of comments, questions, and feedback from our rezoning application Public Information Meeting (PIM) held at Eric Cardinal Hall in Gibsons on Thursday April 21st, from 7-8:30 PM

Issues of concern:

- Increased traffic and parking
- Noise - large gatherings; people coming & going
- Overnight retreats
- Increased density
- Infrastructure to support increased density – water, septic
- Fear with variables re public property
- Concerns about new unfamiliar people coming to neighborhood

Comments of support from PIM:

- Concerns re. young people not being able to get into the market and would like to be able to share their property (lives in Roberts Creek)
- Family struggling to find affordable housing, things are changing, we need to make our choices about what change looks like
- Most people don't understand what DCAF does
 - Nurturing, love, entertainment, creativity
- A beautiful place to grow up but now do I have to leave because it's becoming a place only for the wealthy. I don't want to leave and feel this is a beautiful/valuable proposal.
- This type of thing is happening all over the world
- Rolling Earth got assembly through public process; interested in pilot
 - Issue re: ALR with less density

Comments of support from emails:

"The exacerbation of the affordable housing crisis over the last two years is begging for creative solutions - solutions that not only protect our rural lands from development that simply does not fit with our stated long-term goals (e.g., massive clearcut housing developments) but also offer comfortable, safe, efficient and sensitive generational housing alternatives AND opportunities for small scale food production."

"Safe environments like the Art Farm save and rescue aspects of the soul that only survive when exposed to creativity, spontaneity, and love. The Art Farm is a necessity for this community."

"I fully support this application for a zoning change."

"At Coastal BC where the flat land is precious, I feel Deer Crossing's land should be made available to people and community that can be greatly benefited."

"In a time when people are often so divided, it is hard for me to understand how a proposal to build community, teach people to work together, honour the land and the people that live here, give historical context to the surroundings, paint the world with creativity, and provide a

wholesome place for people to peacefully coexist could be denied or discounted.”

“I believe Deer Crossing Art Farm is just opening door for future possibility to everyone who lives in community, place to live, place to connect, place to be happy in beautiful Sunshine Coast.”

“They nurture opportunities to engage and collaborate with those whose voices are underrepresented, for example: children, youth, elders, people living with disabilities, people facing systemic discrimination due to race, sexuality, gender, or socioeconomic factors. “

General questions:

- How do you see this enhancing rural lifestyle?
- Do you want to keep it rural? If so, how will you do this with expansion?
- What is the vision? There’s a lot going on.
- What is the alteration of the land; what is the footprint?
- Where are you farming? How much acreage?
- How do you get a pilot project if you are not zoned for it?
- How many gatherings per week will you have?
- Does the proposal include a paved road?
- Does co-op mean access to grant funding?
 - Are you using taxpayers’ money to go towards this?
 - What happens when the funding dries up?
- How do you sustain yourself if you don’t continue to grow?

Proposed approaches to address questions and concerns moving forward

1. Draft up responses to questions and concerns
2. Create a proposal plan for Assembly use on property (indicating limits of use, numbers and noise/traffic mitigation measures)
3. Re-draft landscaping plan for property to address noise and privacy concerns
4. Send out letter with PIM summary report, responses and updated plans to our neighbours
5. Offer to pay for and attend professional mediation with our neighbours to the south and east.

**SUNSHINE COAST REGIONAL DISTRICT
BYLAW NO. 722.4**

A bylaw to amend the *Sunshine Coast Regional District Zoning Bylaw No. 722, 2019*

The Board of Directors of the Sunshine Coast Regional District, in open meeting assembled, enacts as follows:

PART A – CITATION

1. This bylaw may be cited as *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.4, 2023*.

PART B – AMENDMENT

2. *Sunshine Coast Regional District Zoning Bylaw No. 722, 2019* is hereby amended as follows:

Insert the following section immediately following Section 7.9.4 d):

- e) In Lot F District Lot 1398 Plan 21599, the maximum number of *dwelling units* shall be as follows:

PARCEL AREA	DWELLING UNITS PER PARCEL	TYPE OF DWELLING UNITS PERMITTED
<8000 m ²	1	1 Single-unit Dwelling
≥8000 m ² ≤1.75 ha	2	1 Single-unit <i>Dwelling</i> and 1 <i>Auxiliary dwelling unit</i>
>1.75 ha	4	2 single-unit dwellings; and 2 <i>Auxiliary dwelling units</i> , subject to the following conditions: a) shall be limited to a floor area of 75 m ² each. b) shall be used for rental tenure only, with no <i>short term rental</i> permitted <i>Secondary suites</i> are not permitted within a <i>single-unit dwelling</i> or <i>auxiliary dwelling unit</i> .

Insert the following section immediately following Section 7.9.9.2 c)

7.9.9.3 Notwithstanding any other parts of this bylaw, within Lot F District Lot 1398 Plan 21599, the following shall apply:

- a) *assembly* is permitted, provided that:
 1. Attendees are defined as any non-resident of Lot F District Lot 1398 Plan 21599
 2. Gatherings, permitted between the hours of 9am and 7pm, shall not exceed 8 per calendar month, with a maximum of 40 attendees;
 3. Gatherings, permitted between the hours of 9am and 10pm, shall not exceed 2 per calendar month, with a maximum of 60 attendees;
 4. no overnight accommodation associated with the *assembly* use is permitted;
 5. Parking shall be provided as follows:
 - a) Residential parking shall be provided per Section 6.4.1
 - b) 18 spaces shall be provided for *assembly* use.
 - c) Parking shall be provided in accordance with Section 6.1 and 6.2, except that 6.1.14 shall not apply, provided that:
 - i. Speed limit restrictions are applied along with related signage at the entrance to the property and at 75 m intervals along the length of the driveway

PART C – ADOPTION

READ A FIRST TIME this	####	DAY OF MONTH ,	YEAR
READ A SECOND TIME this	####	DAY OF MONTH ,	YEAR
PUBLIC HEARING HELD PURSUANT TO THE LOCAL GOVERNMENT ACT this	####	DAY OF MONTH ,	YEAR
READ A THIRD TIME this	####	DAY OF MONTH ,	YEAR
APPROVED PURSUANT TO SECTION 52 OF THE TRANSPORTATION ACT this	####	DAY OF MONTH ,	YEAR
ADOPTED this	####	DAY OF MONTH ,	YEAR

Corporate Officer

Chair

SUNSHINE COAST REGIONAL DISTRICT**AREA F – WEST HOWE SOUND
ADVISORY PLANNING COMMISSION****November 22, 2022**

**RECOMMENDATIONS FROM THE WEST HOWE SOUND (AREA F) ADVISORY PLANNING
COMMISSION MEETING HELD ELECTRONICALLY VIA ZOOM**

PRESENT:	Vice Chair	Doug MacLennan
	Members	Sarah Macdonald Fred Gazeley
ALSO PRESENT:	Director, Electoral Area F	Kate-Louise Stamford (Non-Voting Board Liaison)
	Planner II, SCRD	Nick Copes
	Recording Secretary	Diane Corbett
	Public	3
REGRETS:	Members	Susan Fitchell Alicia Lavalle
ABSENT:	Member	John Rogers

CALL TO ORDER 7:00 p.m.

Members congratulated previous Area F APC member Kate Stamford on her election by acclamation to the position of SCRD Area F/West Howe Sound Director.

Director Stamford announced that the Alternate Director is Ian Winn.

AGENDA The agenda was adopted as presented.

DELEGATIONS

Gaetan Royer, a planner with CityState, addressed the APC regarding reasons for his support for the Zoning Amendment Bylaw No. 722.4 application for 1747 Storvold Road. He commended the approach of the proposal and remarked that it exhibited social conscience and care, and was worthy of support.

MINUTESWest Howe Sound (Area F) Minutes

The West Howe Sound (Area F) APC minutes of June 28/July 5, 2022 were approved as circulated.

Minutes

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of June 29, 2022 (under review)
- Halfmoon Bay (Area B) APC Minutes of June 28, 2022
- Roberts Creek (Area D) APC Minutes of June 20 2022
- Elphinstone (Area E) APC Minutes of June 22, 2022

REPORTS

Zoning Amendment Bylaw No. 722.4 for 1747 Storvold Road

The APC discussed the staff report regarding Zoning Amendment Bylaw No. 722.4, to amend Zoning Bylaw 722 to allow for assembly use and two auxiliary dwelling units with a maximum size of 75 m² each, on a parcel located at 1747 Storvold Road in West Howe Sound.

The Planner gave an overview of the zoning amendment application and responded to questions from APC members and the Director. Points included:

- The property is located within Rural Residential B land use designation and Rural Residential One zoning. It is within G Subdivision District so cannot be subdivided.
- A site-specific Comprehensive Development Zone is proposed.
- An applicant-led public information meeting was held in April 2022.
- A public hearing is not required for zoning amendments, but the Board could decide to schedule a public hearing.
- There would need to be a development permit with a geotechnical study to address slope hazard on the site.
- The application was submitted prior to adoption of Bylaw No. 722, the new and updated zoning bylaw, which includes provision for secondary suites.
- SCRD received correspondence from neighbours with concerns.
- Applicant had proposed mitigation measures and conditions of use to address concerns surrounding assembly, with a limit on number of people, number of gatherings per month, and hours for gatherings. The conditions of use could be included in the Comprehensive Development Zone.

Chad Herschler, applicant, and Joanne Norris, a director of the Art Farm Society, were present to respond to inquiries about the application. It was noted that:

- After the public information meeting, there was an effort to address neighbours' concerns around traffic and noise with a second proposal.
- Concerns received had been around the assembly use and density of the homes.
- The Art Farm has been operating for fourteen years and conducts community-engaged arts, focused on creating collaborative projects with community members. That involves small groups of people coming together. This has been done mostly off the property. Examples of activities include: small classes working on a project; group of elders living with dementia; work with Sechelt Indian Band on projects such as a summer youth program. That is the majority of types of programs the Art Farm would like to officially host and be able to offer more publicly so it becomes more accessible to a wider group of people.
- This would be scaling up of operations. Members are in the process of figuring out the

organizational structure, which has values built into it. The idea is for a cooperative structure that people would buy into.

- This is about a way of living that addresses social and cultural aspects. There is a demand for this way of living, from a family and a community perspective.
- Discussion of the impact of having more people on the land to enable the land to be better used, such as in the case of farming. There is a yearning for different models to be explored. Can appreciate that this is taking a bit of a risk; it isn't a proven model. There are existing models around the country that are working.

Staff noted that after the public information meeting staff had a discussion with Chad and colleagues from the Art Farm. They developed a number of proposals that were included in the agenda package around assembly use, parking, and noise. Applicant was to revise the proposal, and do referrals. Then a draft bylaw would be developed, taking a look at measures for visitors, time for visitors, parking requirements, and other measures. Neighbours would be notified of a public hearing, the next opportunity for comment.

Members of the public left the meeting at 7:52 pm.

The following points were noted:

- It sounds like an amazing idea; I like the idea of having productive use of the land.
- Concern with how the site-specific zoning being contemplated plays out in the future. If the property were to be sold, it would have four houses on it, not in keeping with everyone located around the property. Concern about approaching this on a site-specific basis, especially when the Regional District is looking at approaching affordable housing on a more area-wide basis.
- Concern regarding the idea that this is tied to affordable housing. It was described as supporting affordable housing in modelling a different housing opportunity. You've got the two auxiliary units, and people who have them would buy into them. That is a 750 square-foot home on a five-acre property; not sure how that addresses affordable housing issues in our community, due to how much it would cost for the land. If you need more people on the land, could you do that by secondary suites? That would create flexibility for people to move in and out without buying into it, and addresses food production... and not take away from the cultural vitality. See if it could be accommodated through the existing bylaw.
 - Applicant clarified the model doesn't mean that every housing member would have to buy in. It would be stewarded by the Art Farm, who would become a contributing member.
- Am familiar with what Chad is doing; am in favour as long as meets code and concerns. In favour of rezoning.
- In favour; well put together package. Concern: What is the next step?
- Recommend that we have a public hearing to address neighbours' issues.
- Neighbour to the south won't agree with what they are doing. Neighbour to north is new to area, never lived here. They don't want any other development in the area. They have a right to leave comments at a public hearing after the applicant applies for the rezoning.
- Density is going to be an issue; four dwellings on a five-acre plot is not unreasonable.
- Concern: densification isn't being more addressed at a general level. Why is this Subdivision District G, where you can't subdivide?
- Have general bylaw on dealing with densification.
- Regarding fire protection: it is one thing to be outside the Fire Protection District when you have a dozen people on the property, but more problematic with a gathering of

eighty people at a concert if something goes wrong. They are on their own regarding fire protection, unless the regional district comes in with an approach to densification in that area and extends fire protection to it. Have a time limit for amplified music.

- They have had a lot of gatherings on the farm to date. They don't want to become a nuisance to their neighbours. One neighbour doesn't want any activity. I think 11:00 pm is a bit late; it should follow the Regional District Noise Bylaw. A proposed assembly maximum of eighty attendees seems excessive. Suggest forty attendees; end noise at 9:00 pm. This would be more proactive with respect to neighbours.
- Recommending that there be fewer people seems reasonable. Not being loud seems reasonable. Question: why is SCRD supporting it? Because it is a package, it ticks a lot of options. It isn't really a model going forward; it is down to individuals.

Recommendation No. 1 *Zoning Amendment Bylaw No. 722.4 for 1747 Storvold Road*

Regarding the Zoning Amendment Bylaw No. 722.4 application for 1747 Storvold Road, the Area F APC recommended that:

- a public hearing be scheduled for the zoning amendment bylaw application;
- planning staff consider whether there are alternatives such as secondary suites available in Zoning Bylaw No. 722 that could accommodate the applicant's need for additional residents on the land, without the requirement of the auxiliary buildings being part of the bylaws;
- the Board look at the assembly aspect in the broader sense of the SCRD;
- the assembly part of the application takes into account the safety aspects of larger gatherings; and
- the density be re-examined and discussed before proceeding to have a site-specific zoning.

DIRECTOR'S REPORT

The Director's report was received.

NEXT MEETING Tuesday, January 24, 2023

ADJOURNMENT 8:22 p.m.

January 20th 2025

To the Sunshine Coast Regional District Board of Directors,

Sandra and I have drafted a short letter to address the questions raised during the November 21st EAS meeting in response to our rezoning application.

Questions arose about our organization (Deer Crossing The Art Farm) and our history of submitting proposals for rezoning to the SCRD.

The Art Farm is a not-for-profit society founded in 2009 by Sandra, me, and our extended family/community. We moved here to invest in this community. Since then, we have grown into a robust community-engaged arts charitable organization—with a seven-member board, eight staff members, dozens of contractors, and hundreds of collaborators—that facilitates and produces events, workshops, productions and collaborations up and down the Sunshine Coast and other regions of BC year-round.

We are proud to be one of the few businesses on the Sunshine Coast that **pays a living wage** to all our staff and team members, and we are committed to growing and **sustaining grass-roots cultural creation and land-based learning led by equity-deserving voices** in our community for years to come. We are **a vibrant economic engine** for our community. Over the past decade, we have attracted millions of dollars from off coast into our region through our work and programs.

Stability, sustainability and security are essential to land-based Indigenous-led cultural organizations like ours. Fiscal responsibility was one of the driving forces behind The Smart Farm Project. Ultimately, we wanted to find a way to mitigate the cost of land for our organization, as well as for future potential farmers. This reduction in costs, along with security of tenure, would enable us to continue providing year-round cultural programming in our community. We launched The Smart Farm Project, in partnership with the SCRD (among others) in 2013. The goal was to develop a model that would allow for increased density on rural acreages to make land more accessible to farmers and land-based cultural organizations like ours. This is a growing need across BC. More farms are needed, and more opportunities for communities to re-learn how to grow their own food and live in a balanced relationship with the land.

Over the next 10 years, we stewarded multiple phases of ‘model development’ that included legal support, draft zoning, economic forecasting, agricultural modelling, and more. The Smart Farm Project required this rigour as it pushed up against conventional notions of rural land-use, as well as stigmas surrounding shared land and communal living. Nevertheless, the planners and consultants we worked with over the past 10 years have stressed how important it was to develop creative responses to the growing food security and land affordability crises. Indeed: we were asked on multiple occasions to present our ideas at conferences around BC.

In 2020, we began to search for local organizations to pilot this model. No organization had the resources or capacity to do so. In 2021, we decided (Sandra and I, along with The Art Farm board) to pilot the concept ourselves.

This the first and only time we have applied for rezoning. All other work on this concept has been done theoretically, in partnership with your planning staff and other organizations. SCRDR planning staff that we collaborated with, along with many other partners, encouraged us to apply for this rezoning,

Other questions arose about how this proposal will support affordable housing and food security/ agriculture. We spoke to this in our previous rationale letter but are pleased to lay this out again.

Farming and affordable housing on rural land is currently out of reach for any person or family that does not have access to inherited or earned wealth. Our research during The Smart Farm Project's development made it clear: farmers need affordable land, housing, and ways to house co-workers and employees to sustain, thrive and flourish. As a land-based cultural organization that blends farming with land-based learning and cultural creation, we likewise need to make housing and land more affordable to sustainably carry out our programming. The assembly use we are requesting helps to diversify our revenue streams, allowing for small paid workshops and gatherings on our land and facilities.

We are on one of hundreds of 5-20 acre lots here on the Sunshine Coast. Most of this land is outside the ALR and, with enough labour and resources, eminently farmable (berries, mushrooms, root vegetables, kale, grazing livestock and more can flourish here). The cost of land and building materials combined with current zoning restrictions makes farming, housing, and land-based education/cultural-creation unsustainable for most individuals and families. The Smart Farm Project proposes a well-researched land-use innovation to enable more groups of families to come together and build farms, cultural gathering sites, and affordable homes in our community.

We recognize that this one rezoning proposal will not solve the current crises of our day. In our case, we're adding two small homes and allowing for a limited number of small gatherings on our property. However, we hope that modelling a different way to live on rural land will pave the way for more land use innovation in the future; innovation, we would argue, that is desperately needed.

We would also like to emphasize that this project is in collaboration with Shíshálh and Sḵwxwú?mesh Knowledge Carrier Xets'emets'a Candace Campo, who brings her wealth of wisdom and experience on the land to the proposal. We are privileged to have someone like Candace in our community who is generous with her culture and protocols, stewarding us through this period of deep healing and reconciliation. We have attached a letter from Candace to emphasize the importance of this proposal to her and her Nations. We have also attached an updated 12-page slide deck that gives you specific details on our proposal (parking spots, farm use, assembly use, sound and privacy barriers, etc...).

Thank you again for taking the time to review our proposal.

Sincerely,

The image shows two handwritten signatures in black ink. The signature on the left is for Chad Hershler, and the signature on the right is for Sandra Louise Buck. Both signatures are fluid and cursive.

Chad Hershler and Sandra Louise Buck



January 15, 2025

Dear SCRD Board of Directors

I write this letter to express my support and excitement in collaboration with The Art Farm's Smart Farm pilot application. I have helped to provide The Art Farm guidance with cultural protocols through-out this development process and look forward to continuing with this role.

I am an educator, anthropologist, and artist. Through our company Talaysay Tours our team teaches Indigenous curriculum, land-based learning, and art to approximately 50 schools throughout the lower mainland. As a member of the two communities, I have worked with both Skwxwú7mesh and the shíshálh Community for over twenty-five years, teaching land-based learning, language, cultural rediscovery, Salish art, cultural ambassadorship and Indigenous tourism for twenty plus years.

Over the past number of years, my company has worked in collaboration with The Art Farm on multiple projects, and we continue to collaborate moving forward. Our shared goal is to create opportunities for groups of youth, children, adults, and elders (within my communities and settler communities) to witness and experience the history and world view of Shishalh and Skwxwú7mesh peoples. The proposed pilot will provide us with a remarkable space—a cultural sanctuary—for this programming to flourish.

I am committed and hopeful to the outcome of this project.

Sincerely,

Candace Campo



A stewardship project of...
**DEER CROSSING
THE ART FARM**



Smart Farm Pilot Details

The Art Farm is a non-profit community engaged arts organization that envisions a world where people of all ages, backgrounds and abilities can engage in creative projects which reconnect us with the land, ourselves, and each other.

Over the past 15 years, our organization has facilitated hundreds of workshops, produced dozens of festivals, circuses, exhibits, films, and showcases, and led more than twenty collaborations with community groups, organizations, universities and governments in the service of this vision. Our projects contribute to a stronger more resilient Sunshine Coast community, with a focus on affordable housing, food security, health care, education, Indigenous culture, and environmental stewardship.

Why is The Art Farm proposing a Smart Farm “Pilot”?

The Art Farm has led “The Smart Farm Project” since it began in 2013, and we are best positioned to test this pilot and share the process and outcomes with our wider community. The Smart Farm Project has been supported by funding from the Real Estate Foundation of BC, Investment Agriculture Foundation, Vancouver Foundation and more. The Smart Farm pilot will showcase a unique land use model between organizations and private tenants that will increase local food security, cultural vitality, and affordable housing for our community.

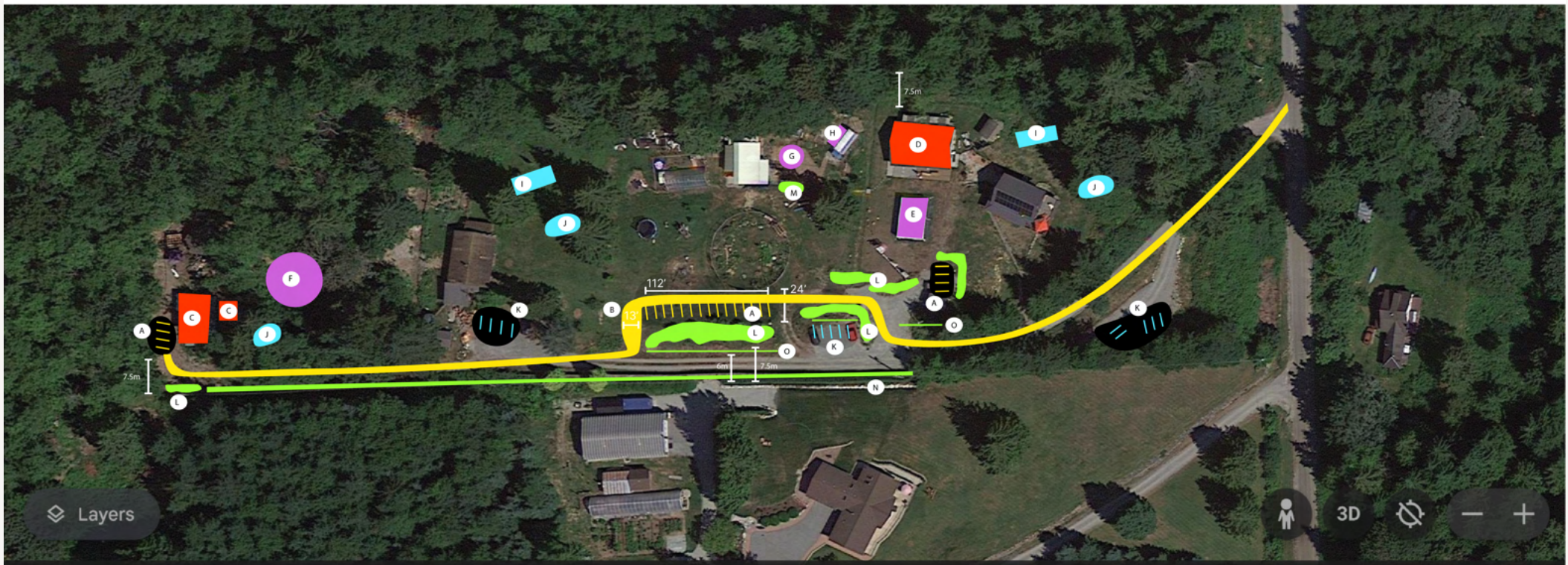
In the attached Smart Farm info booklet, we have listed how this Smart Farm pilot will support the SCR D in meeting its goals for sustainability, affordable housing, cultural expression, education, and food security. The Smart Farm pilot will test this model to better understand its limitations and potential, prove to other communities (and our own) that this model is possible, and place the Sunshine Coast on the map in terms of progressive land use innovations.

The following material contains:

1. an updated map with additional improvements,
2. a glossary of definitions for uncommon terminology, and
3. detailed descriptions of the rezoning proposal

Updated Smart Farm Map

Traffic flow, Assembly Parking, Assembly Uses & Buildings, Privacy and Noise Mitigation



Google 100% Data attribution 7/29/2022 - newer 50 m Camera: 492 m 49°26'47"N 123°29'40"W 143 m

ASSEMBLY PARKING AND TRAFFIC FLOW	ASSEMBLY USES - INDOOR	ASSEMBLY USES - OUTDOOR	RESIDENTIAL: NEW HOMES, PARKING, AND SEPTIC	PRIVACY AND NOISE MITIGATION & IMPROVEMENTS
<p>A: Assembly Parking -20 spaces, each parking spot 8' wide</p> <p>B: Turn around space, 13' wide</p>	<p>C: Studio and Bathroom - square footage 475</p> <p>D: Hub - square footage 1100</p>	<p>E: Tent - square footage 600</p> <p>F: Area under maple tree - square footage 425</p> <p>G: Gathering Space / fire pit- square footage 270</p> <p>H: Bus Deck - square footage 220</p>	<p>I: New Residences</p> <p>J: New Septics</p> <p>K: Residential Parking</p>	<p>L: Privacy berms (Portuegese Laurel) * FireSmart Approved</p> <p>M: Privacy berm (Mock Orange) *FireSmart Approved</p> <p>N: Privacy and Noise Mitigation Fence, 6' tall</p> <p>O: Noise mitigation barrier, 8' tall</p>

1. ASSEMBLY USE

- There will be no more than an average of 8 daytime facilitated gatherings per month with a maximum number of 40 attendees. Daytime gatherings will start no earlier than 9 AM and end no later than 7 PM.
- There will be no more than an average of 2 evening facilitated gatherings per month with a maximum number of 60 attendees per gathering. Evening gatherings will end no later than 10 PM.
- Two additional toilets and hand washing sinks will be added to the property with associated permits.
- Prior to any buildings on the site being used for assembly, buildings will be brought up to meet code requirements. Until that time, assembly uses will take place outdoors only.

1. ASSEMBLY USE

Examples of facilitated gatherings requiring assembly use on the property:

- Visual arts workshops (i.e. Indigenous arts, land-based arts, wearable arts, etc...)
- Media arts workshops (i.e. photography, video, animation, sound design, etc...)
- Performing arts workshops (i.e. aerials, dance, theatre, music, etc...)
- Education, training, and mentorship focused on Indigenous ways of knowing and being, healing modalities, agricultural practices, design innovations, and intercultural exchange
- Family friendly performances featuring artists, musicians, storytellers and/or Indigenous Knowledge Carriers

All our assembly use activities will be led by Indigenous ways of knowing and being, low impact, ecologically sensitive, and in balance with nature and our surroundings.



2. RESIDENTIAL USE

- Two additional homes, each with an 800 square foot maximum will be added to the land. Homes will have a maximum of 2 bedrooms and will be suitable for single individuals, couples, or small families.
- Two new low impact septic fields will be installed to accommodate the additional residences.
- There is a large fresh water supply on the land which will produce enough water to support the additional residences and assembly use.
- The two new homes will be used for long-term rental accommodations

3. PRIVACY MEASURES

- A 6-foot fence has been built along the length of the driveway bordering the south neighbour.
- Additional barriers (see map attached) will be added east and west of the fence.
- Shrubbery and berms have been added along the north side of the driveway.
- Additional shrubbery, trees and berms will be added in strategic locations to ensure as much privacy as possible (see map attached).
- All new residences and facilities for assembly use have been and will be built as far from the south border as possible.
- Trees and shrubbery along the north border will continue to be maintained and encouraged.

4. NOISE MITIGATION

- Art Farm facilitated gatherings will start no earlier than 9 am and end no later than 10 PM.
- In order to mitigate the impact of noise from facilitated gatherings, we have deliberately placed the majority of our new building structures and gathering sites as close to the north border as possible (a 20 foot section of trees runs from east to west along our north border).
- There will be minimal amplification. When amplification is required, we will ensure the decibel level falls within standard limitations for residential neighbourhoods.

5. TRAFFIC MITIGATION

- There will be 24 parking spots on the property, allowing for 18 spots for assembly, and 6 spots for residents.
- 1 assembly parking spot will be wheelchair accessible,
- Shuttling will be provided and/or carpooling will be encouraged for all Art Farm facilitated events.
- Clear and appropriate signage will ensure that Art Farm visitors drive slowly and park in the correct places.
- We will be installing additional roadways on the property to move traffic quietly, quickly and efficiently on and off the property.

6. FARM USE

- All farm uses will correspond with current zoning restrictions regarding livestock, manure, and equipment
- Residents will oversee farm production with additional support from off site staff



Smart Farm Pilot Details



GLOSSARY

Community Engaged Arts: a field of professional arts practice that focuses on engaging community members who may not self-identify as artists in the process of cultural creation. The Art Farm's practice is focused primarily on collaboration with individuals and communities who are under-represented in main-stream culture.

Indigenous Knowledge Carrier: Indigenous Knowledge Carrier: an Indigenous person who carries the responsibility of passing the stories, songs and language of their ancestors onto the next generations.

Facilitated gatherings: workshops (facilitated session for a group of individuals or a class), ongoing collaborations (a period of time devoted to a shared project by a group of individuals), meetings, live events, or exhibits that are planned, coordinated and overseen by an individual or team.

Examples of daytime facilitated gatherings: hosting Shishalh nation youth for creative team building, workshops with seniors living with dementia to create art work, an exhibit of work created in collaboration with children who have experienced separation or divorce.

Examples of evening facilitated gatherings: story-sharing by an Indigenous Knowledge Carrier, live music by a singer-songwriter, harvest table and feast.



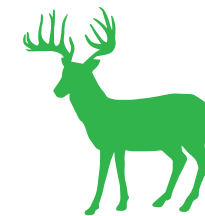
FOR MORE INFORMATION:

www.smartfarmproject.org

Chad Hershler

604-250-6029

chad@deercrossingheartfarm.org



A stewardship project of...
**DEER CROSSING
THE ART FARM**

www.deercrossingheartfarm.org



Staff Report

Request for Decision

TO: Electoral Area Services Committee – March 20, 2025

AUTHOR: Ian Hall, General Manager, Planning & Development

SUBJECT: **Short Term Rental Accommodation Act: Registry Launch and Principal Residence Requirement**

OVERVIEW

Purpose of Report:

The purpose of this report is to provide the Board with options to consider regarding the future of short term rental accommodation land use regulations and bylaw enforcement in two areas: (1) Provincial Short Term Rental Registry and (2) Principal Residence Requirement.

This report requests Board decision to accept, reject or provide alternate direction with respect to staff's recommendations as presented below.

Recommendation(s):

- (1) THAT the delegated authorities enter into a data sharing agreement with the Province of BC respecting the Short Term Rental Registry.**
 - (2) AND THAT staff monitor the implementation and impact of the Provincial Short Term Rental Registry and report to a 2026 Q1 Committee.**
 - (3) AND THAT this report be referred to Advisory Planning Commissions as information.**
-

BACKGROUND

In 2020 SCRD introduced [updated regulations for short-term rental accommodations](#) (STRs).

In May 2024 the Province introduced [Short Term Rental Accommodations Act](#) (STRAA). The Act mandates registration of STR listings on a provincial registry, enables registry data sharing with local government and establishes a provincial enforcement unit; and mandates a principal residence requirement in some areas of the province with an annual opt-in option for local governments not covered by mandatory requirement.

DISCUSSION AND ANALYSIS OF OPTIONS

1. Provincial Short-Term Rental Registry

On January 20, 2025 the Province launched a mandatory Registry for STRs. All hosts, platforms, and strata hotel platforms operating in BC must register with the Province by May 1, 2025. STRAA provides definitions and exemptions related to registration requirements.

As part of registering, applicants must confirm they are compliant with local bylaws. This means that operators who are not authorized to offer STR by zoning bylaws or that have Building Bylaw

infractions will not be permitted to register. Local governments can report bylaw infractions/submit requests for a registration to be suspended or revoked in cases where a property is not compliant with bylaws. Listing platforms will not be able to offer STRs without an active registration. A provincial enforcement unit will be enforcing registration requirements. Local governments remain responsible for local bylaw enforcement.

Staff anticipate that the Province's registration requirements will reduce the number of unauthorized STRs operating in SCRD electoral areas.

Considerations for SCRD:

1. A data sharing agreement is required for local governments to access Registry data.
2. The Registry may drive demand for zoning checks/comfort letters from Planning & Development Division. A self-serve option for accessing property information reports is available.
3. Registry can be used to support bylaw enforcement action guided by [the Board's policy](#).

OPTION 1 – *Seek access to Registry data; use it to support bylaw enforcement; monitor for impacts*

With this option, staff would continue to monitor:

- The utility of Registry data, including opportunities for bylaw enforcement;
- The impact of demand for service from Planning & Development related to provincial registration; and
- Other unforeseen issues that may arise from the evolving landscape of STRs in SCRD rural areas.

Financial Considerations

None.

Organizational Considerations

No material considerations; supports current bylaw enforcement service level.

Staff Recommendation

Should the Committee choose to go with Option 1, a recommendation could be considered, as follows:

THAT the delegated authorities enter into a data sharing agreement with the Province of BC respecting the Short Term Rental Registry;

AND THAT staff monitor the implementation and impact of the Provincial Short Term Rental Registry and report to a 2026 Q1 Committee.

OPTION 2 – *Do not seek access to Registry data; monitor rollout of Registry*

Financial Considerations

None.

Organizational Considerations

SCRD could wait and see how the Registry works and how the Province will enforce registration requirements.

Staff Recommendation

Should the Committee choose to go with Option 2, a recommendation could be considered, as follows:

THAT staff monitor the implementation and impact of the Provincial Short Term Rental Registry and report to a 2026 Q1 Committee.

2. Principal Residence Requirement

Overview: provincial principal residence requirement

Effective May 1, 2024, the Province has implemented a requirement in municipalities with a population of 10,000 and over and smaller neighbouring communities that limits short-term rentals to the host's [principal residence](#) plus one [secondariesuite](#) or [accessory dwelling unit](#) (ADU) on the same property. **The Sunshine Coast Regional District is not included in the list of communities where the principal residence requirement applies. Existing SCRD regulations on short term rentals and bed and breakfasts continue to apply.**

Local governments can annually request by resolution submitted to the Minister of Housing to "opt-in" to the Province's principal residence requirement. A local government's resolution must be submitted to the Province by March 31st of each year for the change to take effect November 1st of the same year.

Current SCRD STR Regulations

In all electoral areas in the SCRD a short-term rental must be operated by someone who resides on the property where the short-term rental is located and when the short-term rental is in operation. This resident operator does not need to be the owner, and there is no requirement that the property be the host's principal residence. SCRD's regulations permit STR use with the amount of permitted bedrooms being based on the zoning of the property. In Zoning Bylaw No. 722 there is a minimum parcel size (2000m²) required for an STR to be permitted and STRs are prohibited in secondary suites and ADUs over 55m².

SCRD's STR regulations were developed following community consultation conducted over a period of several years.

The community appetite for a change in STR regulations is unknown. The volume of complaints/enforcement work related to short term rentals is publicly reported by the Bylaw Enforcement Division regularly. In general, the regulations introduced in 2020 appear to be functioning as intended.

OPTION 1 – Do Nothing / Do Not Opt-in to Principal Residence Requirement - Maintain Status Quo Regulations

As existing regulations were developed with community input and appear to promote community harmony, SCRD could maintain current STR regulations.

Financial Considerations

N/A

Organizational Considerations

SCRD is undertaking renewal of OCP and zoning bylaws. Community input on STR regulation is likely to be received as part of this project and will inform future thinking.

Staff Recommendation

There is no need for a recommendation if this option is selected as no action is required.

OPTION 2 – Initiate the Process of Considering Opting-in to Principal Residence Requirement

SCRD could request, by resolution before March 31st, to opt-in to the Province’s principal residence requirement. Doing so would require changes to SCRD zoning bylaws. Provincial STR requirements are simultaneously *more rigorous* than SCRD regulations in some ways (e.g. requirement for site to be host’s principal residence, limited to one suite or ADU) and *more permissive* (e.g. enables secondary suites to be used for STR, no restriction on use of larger (55-90m²) ADUs, no prescription on number of bedrooms) in other ways.

This option would involve directing staff to prepare amendments to zoning bylaws for introduction and consideration of first reading. A resolution stating the desire to opt-in to the principal residence requirement effective November 1, 2025, subject to community consultation and zoning bylaw amendments, must be provided to the Province before March 31, 2025. This work is likely to be contentious and attract high community interest.

Financial Considerations

This option could involve costs for legal review and advertising.

Organizational Considerations

This project/option is not in the divisional or corporate workplan. Resources would need to be reallocated from development application processing or incremental resources provided. The project of updating bylaws, public consultation, public hearing, etc. would require hundreds of hours of staff time and take at least 6 months.

It is difficult to forecast the impact on the local housing supply challenge. At this stage, staff have not consulted with advisory planning commissions, Sunshine Coast Tourism, Chamber of Commerce, Housing Action Table, etc.

Staff Recommendation

Staff do not recommend this option. Should the Committee choose to go with Option 2, a recommendation could be considered, as follows:

THAT subject to community consultation and completion of zoning bylaw amendments the Sunshine Coast Regional District seeks to opt-in to the Provincial principal residence requirements effective November 1, 2025;

AND THAT amendments to Zoning Bylaws No. 337 and No. 722 be prepared for consideration of first reading;

AND THAT this resolution be conveyed to the Minister of Housing.

FINANCIAL IMPLICATIONS

There are no financial implications to the recommendations of this report. Alternative options could entail requirements for incremental resources if service levels for, e.g., development application processing, are to remain unchanged.

LEGISLATIVE IMPLICATIONS

STRAA provides new tools/options for local governments related to regulating short term rentals. In SCRD electoral areas, these are layered on existing zoning regulations that were established in 2020. It is optional for SCRD to pursue, or not, the use of new tools/options.

STRATEGIC PLAN IMPLICATIONS

N/A

TIMELINE

If SCRD is considering opting-in to the Provincial principal residence requirement in 2025, a resolution of request must be submitted to the Province by March 31, 2025. This option exists annually.

COMMUNICATIONS

Internal: This report is recommended to be provided to Advisory Planning Commissions as information. If alternative options are selected Directors may wish to request feedback from APCs.

External: The Province has invited and encouraged local governments to cross-promote the incoming provincial registration requirement. SCRD can accomplish this by adding a note to our STR information webpage and considering messaging in a future Coast Reporter bulletin. Doing so will indirectly support local bylaw awareness and compliance.

SUMMARY AND CONCLUSION

STRAA mandates registration of STR listings on a provincial registry, enables registry data sharing with local government and establishes a provincial enforcement unit; and mandates a principal residence requirement in some areas of the province and provides an annual opt-in

option to local governments for this requirement.

Staff have assessed these legislative changes and recommend that access to Registry data be sought and that implications of the Registry be monitored. No action on the voluntary principal residence requirement opt-in is recommended at this time.

Reviewed by:			
Manager	X - J. Jackson	Finance	
GM		Legislative	X - S. Reid
CAO	X - T. Perreault	Communications	X - A. Buckley



Staff Report

Request for Decision

TO: Electoral Area Services Committee – March 20, 2025

AUTHOR: Kevin Jones, Assistant Manager, Planning and Development

SUBJECT: **Development Approvals Process Review Implementation – Local Government Development Approvals Program Grant Contract Award (Request for Proposal 2454003)**

OVERVIEW

Purpose of Report:

The purpose of this report is to provide the Board with options to consider the award to KPMG LLP of a contract with a value of \$150,000 funded by UBCM's Local Government Development Approvals Grant Program (LGDAP). The contract award, if approved, will see KPMG LLP lead the Development Approvals Process Review (DAPR) Implementation work set out in the approved UBCM/LGDAP grant application.

This report requests a Board decision to accept, reject or provide alternate direction with respect to staff's recommendations as presented below.

Recommendation(s):

- (1) THAT the contract for the DAPR Implementation Project Phase 1 (RFP 2454003) be awarded to KPMG LLP for a maximum contract value of \$150,000 (before GST);**
 - (2) AND FURTHER THAT the delegated signatories be authorized to execute the contract.**
-

BACKGROUND

The SCRDR received funding through the Union of BC Municipalities' LGDAP in the amount of \$150,000 in order to participate in the second round of provincially-initiated Development Approvals Process Review (DAPR). The Board endorsed the acceptance of this grant at the June 27, 2024, Regular Board Meeting. The grant funding is intended to support the implementation of established best practices and to test innovative approaches to improve development approvals processes while meeting local government planning and policy objectives.

The grant funding that the SCRDR has received, as per the approved grant application, includes the following scope of work:

- Development of a Procedures Manual Framework including its population with critical tasks for development application processing.
- Detailed review of Planning Procedures and Fees Bylaw No. 522 and other related bylaws (e.g. Planning-related aspects of Delegation Bylaw No. 710) to inform subsequent bylaw amendments.

- Updating Development Application forms, brochures, and guides including online content.

SCRD’s completion of this project will provide streamlined customer service while supporting the successful implementation of local planning policy.

DISCUSSION AND ANALYSIS OF OPTIONS

KPMG LLP were engaged on the initial DAPR project for SCR D and also the current OCP Renewal project. Given the close links between these projects and the work to be completed as part of the LGDAP funded project, KPMG LLP already has much of the knowledge base required to undertake this additional scope of work.

Purchasing followed the required Notice of Intent (NOI) process (#2454003) with the NOI published on July 19, 2024, and closed on July 25, 2024. No objections were received. Purchasing and Planning staff have, via RFP 2454003, directly negotiated a proposal from KPMG LLP and staff are recommending that the contract be awarded to KPMG LLP as they met the specifications for the above-mentioned project.

A summary of the bid received is as follows:

<u>Name</u>	<u>Value</u>
KPMG LLP	\$ 149,920

OPTION 1 - That a contract for the DAPR Implementation Project Phase 1 be awarded to KPMG LLP the amount up to \$150,000 (before GST)

(Recommended Option)

Staff are recommending that the contract for DAPR Implementation Project Phase 1 be awarded to KPMG LLP. As set out above, the award of this contract will allow staff to proceed with the project, which will include the development of a new Procedures Manual, a detailed review of development-related bylaws, and updates to public-facing guidance on the development process.

OPTION 2 – That the contract is not awarded to KPMG LLP and the Board provide alternate direction

If the contract is not awarded, this would have implications on the ability of staff to complete the work that was part of the grant application and the basis for the award of the grant. If a consultant is not engaged to assist staff in this work, current staff resources would not allow for the completion of the work within UBCM required timelines, which would likely result in the return of the grant to UBCM.

FINANCIAL IMPLICATIONS

There are no direct financial implications associated with this report, as the cost of the subject RFP is covered by UBCM grant funding and is included in the 2025-2029 Financial Plan.

STRATEGIC PLAN IMPLICATIONS

N/A

TIMELINE

Staff have sought and been granted by UBCM a one-year extension to complete the project and required reporting back to UBCM by May 29, 2026. Should the Board choose to proceed, the contract shall be awarded to KPMG LLP. As part of finalizing the contract, the project timeline will be developed to reflect the completion of all elements, including required reporting back to UBCM by May 29, 2026. It is expected that the project will be completed by the end of Q1, 2026.

SUMMARY AND CONCLUSION

In accordance with the SCRD’s Procurement Policy, RFP 2454003 was issued to engage consultant services to support work on OCP Renewal - DAPR Implementation Project – Phase 1. Staff recommend that the SCRD enter into a contract agreement with KPMG LLP with a value of up to \$150,000 (excluding GST), and that the delegated authorities be authorized to execute the contract.

Reviewed by:			
Manager	X - J. Jackson	Finance	X - A. Taylor
GM	X - I. Hall	Legislative	X - S. Reid
CAO	X - T. Perreault	Purchasing	X - V. Cropp

SUNSHINE COAST REGIONAL DISTRICT

**ROBERTS CREEK (AREA D)
ADVISORY PLANNING COMMISSION**

December 16, 2024

THE MINUTES OF THE ROBERTS CREEK (AREA D) ADVISORY PLANNING COMMISSION MEETING HELD AT THE ROBERTS CREEK LIBRARY READING ROOM LOCATED AT 1044 ROBERTS CREEK ROAD, ROBERTS CREEK, BC

PRESENT:	Chair	Mike Allegretti
	Members	Meaghan Hennessey Caroline Tarneaud
ALSO PRESENT:	Kelly Backs	Electoral Area D Director (Non-Voting Board Liaison)
	Vicki Dobbyn	Recording Secretary
	Public	2
REGRETS:	Members	Chris Glew Lesley-Anne Staats Gerald Rainville Chris Richmond Francesca Hollander Robert Hogg Jim Budd

CALL TO ORDER 7:05 p.m.

AGENDA The agenda was adopted as presented.

MINUTES

The Roberts Creek (Area D) APC Minutes of October 21 were approved as circulated.

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of October 30, 2024
- Halfmoon Bay (Area B) APC Minutes of October 22 and 26, 2024
- Elphinstone (Area E) APC Minutes of October 22, 2024
- West Howe Sound (Area F) APC Minutes of October 22, 2024

REPORTS

Official Community Plan Update – Project Status Update
Official Community Plan Background Report

Key Points of Discussion:

- SCR D is looking at Bylaw 722 that replaced 310 about two years ago.
- The housing crisis and the cost of building are background drivers of OCP renewal.

- The OCP is supposed to be a living document. It is meant to look to 10-20 years in the future and be updated every five years.
- Zoning bylaws are the implementation tools of the OCPs but they don't always align with the OCP.
- The APC is of the opinion that if the OCP is a vision and bylaws are aligned there shouldn't be as much need for variances. To create the co-housing development it was necessary to create a new zone in the Zoning Bylaw and then change the OCP to allow for the development.
- One way to revise OCP is to break areas down into different neighbourhoods.
- What is SCRD expecting the APC to do at this meeting? APC members don't understand the scope of what the SCRD wants to change.
- There is confusion around the process.
- There is a lot of anxiety about the hybridization of OCPs.
- Is there really a need for one OCP? What are the specific challenges for staff with the existing number of OCPs? If there are parts that are the same, can they just copy and paste?
- It will be a lot of work for the SCRD but they have earmarked over 4,000 hours for this project.
- How clear is the harmonization process and role of public input?
- Parts of the 7 OCPs all say the same thing but with different language. SCRD would like the wording to be the same when the meaning is the same.
- A goal is to get rid of the overlap, and could result in separate standalone regional chapters.
- There could even be several chapters for Roberts Creek if we want different visions for different areas.
- There is still a concern about harmonization.
- There is a trend of merging (this happened in North Van with little public input).
- It might work well to harmonize language within separate OCPs.
- Our OCP doesn't allow commercial development on the highway – would other areas agree to this?
- Roberts Creek is the only area with country residential zoning.
- Process should be as transparent as possible.
- APC members would very much like to get together with the other APCs. This session would be combined with orientation and should be at least 3 hours long, with pizza. The OCP would not be included.

Members reviewed the following questions in the report and provided feedback:

1. *What existing community events and locations in your electoral area would be effective for engaging diverse community members (people with different lived experiences) in person? Please provide specific examples, including both indoor and outdoor venues.*

- OCP Committee
- Legion
- Firefighters
- Yoga by the Sea
- Gumboot Cafe
- Earth Day
- Creek Daze
- Event at the hall using café model using a facilitator and making the process as transparent as possible. It would be good for the APC, OCPC, and SCRD staff to work together to come up with an appropriate and robust event. The SCRD has staff with the skills to facilitate this, but it might be better to look for a consultant so it is a completely neutral.
- In the Gibsons Mall they had a process for public input – can we find out how it worked for them?

2. *The project team is developing engagement tools for each phase of the OCP Update process. What digital and print methods do you believe will best reach community members in your area? Please be as specific as possible and consider breaking down the tools by target audience.*

- Coast reporter in print and online
- Mail out
- Posters
- Facebook - Roberts Creek Speaks
- Schools – weekly email from principal
- RC PAC and PACs of Elphinstone and Chatelech
- X/RCCA
- Instagram
- Boottales Community Newsletter
- Newsletters of local groups

3. *What actions can staff and the community take to ensure that our public engagement events feel safe and welcoming for all participants, particularly if we wish to create meaningful opportunities for: i) Fostering intergenerational dialogue about the future of the community/region? ii) Encouraging conversations among individuals with diverse life experiences regarding the future of the community/region?*

- The document is not in plain English, it is in planning language. It would be helpful if the language was simplified.
- Volunteers need more than a week to read long documents.
- Advertise through every method.
- Use the words “family friendly”.
- Ask people what is the common thread that everyone in Roberts Creek would agree to that unites them so we have a touchstone of commonality.
- It should be considered where the Roberts Creek OCPC can be involved in the OCP update, in accordance with the intent developed in the existing OCP.
- APC requests an up-to-date timeline of the OCP renewal process and public engagement schedule to help map out the expectations for the APCs, acknowledging that it is provisional and can change. The schedule in the report is out of date. It was ambitious, and has been put on hold. The schedule will be re-evaluated.

DIRECTORS REPORT The Director’s Report was received.

ADJOURNMENT 9:00 p.m.

NEXT MEETING To be determined.