



Gabriola Island Local Trust Committee

Special Meeting Agenda

Date: July 12, 2018
Time: 10:30 am
Location: Mudge Island Driftwood Drive Public Access
Mudge Island, BC

Pages

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| 1. CALL TO ORDER | 10:30 AM - 10:30 AM | |
| “Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change.” | | |
| 2. APPROVAL OF AGENDA | | |
| 3. COMMUNITY INFORMATION MEETING | 10:30 AM - 11:30 AM | |
| 3.1 | Planner Presentation - Mudge Island Targeted OCP/LUB Review | |
| 3.2 | Questions and Answers Session | |
| 4. LOCAL TRUST COMMITTEE PROJECTS | 11:30 AM - 12:00 PM | |
| 4.1 | Mudge Island Targeted OCP/LUB Review - (Bylaw No. 299) - Staff Report | 2 - 14 |
| 5. ADJOURNMENT | 12:00 PM - 12:00 PM | |



File No.: 6500-20 - Mudge Island Targeted Review Project for Lot Coverage

DATE OF MEETING: July 12, 2018
TO: Gabriola Island Local Trust Committee
FROM: Teresa Rittemann, Planner 2
Northern Team
SUBJECT: Mudge Island Targeted Review Project for Lot Coverage

RECOMMENDATION

1. That the Gabriola Island Local Trust Committee has reviewed the Islands Trust Policy Statement Checklist and determined that Bylaw No. 299 cited as “Mudge Island Land Use Bylaw, 2007, Amendment No. 1, 2018 is not contrary to or at variance with the Islands Trust Policy Statement;
2. That Gabriola Island Local Trust Committee Bylaw No. 299 cited as “Mudge Island Land Use Bylaw, 2007, Amendment No. 1, 2018” be read a first time.
3. That the Gabriola Island Local Trust Committee request staff to refer proposed Bylaw No. 299 to the Snuneymuxw First Nation and the Mudge Island Advisory Planning Commission for comment.
4. That the Gabriola Island Local Trust Committee request staff and one trustee to attend the Mudge Island Advisory Planning Commission meeting to consider proposed Bylaw No. 299.

REPORT SUMMARY

The purpose of this report is to present the Gabriola Island Local Trust Committee (LTC) with proposed Bylaw No. 299, in relation to the Mudge Island Targeted Review Project for lot coverage.

BACKGROUND

At the April 12, 2018 regular business meeting, the LTC passed the following three resolutions with respect to this Project:

GB-2018-024

that the Gabriola Island Local Trust Committee request staff to amend the Mudge Island Targeted OCP/LUB Review Project Charter, v.2 to proceed with drafting a bylaw.

GB-2018-025

that the Gabriola Island Local Trust Committee endorse the Mudge Island Targeted Official Community Plan /Land Use Bylaw Review Project Charter, v.2 as amended.

GB-2018-026

that the Gabriola Island Local Trust Committee request Staff to prepare draft bylaw amendments to the Mudge Island Land Use Bylaw to address lot coverage through amendments to regulations and/or definitions, including a potential amendment to maximum lot coverage that is dependent on lot size.

Following the April 2018 LTC meeting, staff amended the Project Charter as requested, and the endorsed version is included as Attachment 3 of this report. Staff, in consultation with Islands Trust legal counsel, also prepared draft bylaw (No. 299) to amend the Mudge Island Land Use Bylaw (LUB), which is included as Attachment 1 of this report.

ANALYSIS

Policy/Regulatory

Staff has reviewed draft Bylaw No. 299 in conjunction with the Islands Trust Policy Statement Directives Only Checklist (Attachment 2), and are satisfied that the bylaw is compliant with Islands Trust Policies. Comments on the details of the attached draft bylaw follow below.

Definitions of Lot Coverage and Structure

- The proposed definitions were drafted in consultation with Islands Trust Bylaw Enforcement department, and Islands Trust legal counsel.
- The change in definition of structure, in particular, was based off of the definition proposed by the Mudge Island APC, and altered slightly to account for the proposed building and structure lot coverage exemptions.
- For clarity, both pervious and impervious structures are included as structures, and an exemption from lot coverage for certain pervious structures is also proposed.
- The intent is to ensure that structures continue to be required to meet setbacks, unless already exempt under regulation 3.3(2) of the current LUB (e.g. fences, driveways, foot paths etc.), and further, that the definition of structure would not exclude items that should continue to be subject to compliance with the setback from the natural boundary of the sea and sensitive marine and coastal areas.
- Structures that are proposed to be exempt from lot coverage are regulated through a new exemption, rather than being regulated within the definition of structure.

General Regulations for Stair and Walkway Width

- The objectives of this Project only include amendments to the LUB which are related to lot coverage.
- The draft bylaw proposes a number of exemptions from the calculation of lot coverage for certain buildings and structures; however, as mentioned above, such buildings and structures must still meet setback requirements unless already exempt.
- On Gabriola Island, stairs and walkways are permitted within the setback from the natural boundary of the sea to an average maximum height of 0.3 metres and a width of 1.0 metres.

- On Mudge Island, current regulation 3.3(4) of the LUB also permits stairs and walkways within the setback from the natural boundary of the sea to an average maximum height; however, the maximum width is currently not regulated and so a walkway cannot be definitively defined, making enforcement more challenging.
- For clarity, in draft Bylaw No. 299, staff have included a 1.5 metre (4.92 feet) width maximum, which is consistent with the BC Building Code requirements for accessibility reasons.

Rural Residential zone lot coverage exemptions

Draft Bylaw No. 299, Subsection 5.1(4.1) is proposed to exempt a number of buildings and structures from the maximum 10% lot coverage calculation required in the Rural Residential zone. This would allow for a reasonable build out on an average, small lot on Mudge Island while maintaining a low density of buildings and structures in the rural environment.

Some of the main exemptions include:

- Cisterns, dugouts, ponds, and similar catchment systems for the collection and storage of water, and similarly water towers that are for fire-fighting purposes
- Garden beds for local food security and to encourage local food production
- Up to 68.75 square metres (740 square feet) of pervious ground-level foot paths, driveways and parking spaces. The current bylaw requires a minimum of 2 on-site parking spaces for each dwelling unit in the Rural Residential zone, plus 1 parking space per home occupation and 1 parking space per employee. And with a required minimum area of 17.1875 square metres per parking space (regulation 7.1(2) of the LUB), 68.75 square metres (740 square feet) was calculated to account for the size of four parking spaces. Any pervious ground-level foot paths, driveways, or parking spaces would continue to be calculated within the maximum 10% lot coverage.
- Mudge Islanders shared with the LTC that they value outdoor living and recreation on their lots, and 80% of Mudge island lots are less than 0.4 hectares (1 acres). Thus, on these smaller lots, up to 100 square metres (1,076 square feet) of outdoor, unenclosed decks are proposed to be exempted from the 10% lot coverage calculation. Any additional deck space would continue to be considered lot coverage.
- Wells, utilities, pump/utility houses, and septic systems are all required for rural island life on Mudge and are therefore proposed to be excluded from the maximum 10% lot coverage.
- Similarly, many Mudge Islanders use wood to heat their dwellings, and therefore one woodshed up to 10 square metres (107.6 square feet) in size is proposed to be exempted from the 10% lot coverage calculation. A second woodshed or any area of a woodshed in excess of 10 square metres would continue to contribute to the maximum 10% lot coverage calculation.

Issues and Opportunities

Amending maximum lot coverage for lots of different sizes: As per the Project Charter (Attachment 3), the LTC requested staff to only propose amendments to the LUB and not the OCP. Through staff's analysis, staff determined that a potential amendment to maximum lot coverage that is dependent on lot size would not be consistent with the OCP. Thus, staff aimed to understand Mudge Islanders' concerns regarding what is considered reasonable for lot coverage, and drafted amendments that align as closely as possible to what is required for a rural life on Mudge Island, while also remaining consistent with the intent and policies of the OCP, which is also a requirement of section 478 of the *Local Government Act*. With the proposed exemptions, the intent is that the number of potential variance requests to increase lot coverage could be minimized.

Consultation

The adopted minutes of APC meetings, as well as public correspondence received from community members to date have been posted to the project website: <http://islandstrust.bc.ca/islands/local-trust-areas/gabriola/projects-initiatives/mudge-island-targeted-occlub-review-project/>. A Community Information Meeting to consider draft Bylaw No. 299 is being held as a Special Meeting on Mudge Island on July 12, 2018. Should the LTC proceed with the bylaw amendment process and give first reading, the LTC may then wish to refer the draft bylaw to the Snuneymuxw First Nation the Mudge Island APC for review and comment.

Statutory Requirements

Should the LTC proceed with first reading, the regular statutory bylaw amendment process would be followed. This would involve LTC consideration of referrals to agencies such as the Snuneymuxw First Nation and the Mudge Island APC to provide further input, followed by further readings of the bylaw and a public hearing.

Rationale for Recommendation

The proposed amendments in draft Bylaw No. 299 are in response to community and APC feedback and LTC direction received to date. As noted on page 1 of this report, Staff recommends that the LTC confirm that Bylaw No. 299 is not contrary to or at variance with the Islands Trust Policy Statement; give the bylaw first reading; and refer the bylaw to the Snuneymuxw First Nation and the Mudge APC for review and comment.

ALTERNATIVES

The LTC may consider the following alternatives to the staff recommendation:

1. Request further information

The LTC may request further information prior to making a decision. If selecting this alternative, the LTC should describe the specific information needed and the rationale for this request. Recommended wording for the resolution is as follows:

That the Gabriola Island Local Trust Committee request that [specific information and rationale TBD].

2. Amend the Draft Bylaw

The LTC may wish to amend the draft bylaw prior to giving it first reading. If this alternative is selected, the LTC should note the desired amendments and direct staff to amend the draft bylaw accordingly. Recommended wording for the resolutions are as follows:

That the Gabriola Island Local Trust Committee request Staff to make the following amendments to draft Bylaw No. 299 (list specific amendments); And

That the Gabriola Island Local Trust Committee Bylaw No. 299 cited as "Mudge Island Land Use Bylaw, 2007, Amendment No. 1, 2018" be read a first time.

NEXT STEPS

Should the LTC proceed with the recommendations on page 1 of this report, staff will proceed with referrals of the Bylaw.

Submitted By:	Teresa Ritemann, MCIP, RPP Planner 2	June 28, 2018
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Concurrence:	Sonja Zupanec, RPP, MCIP Island Planner	June 29, 2018
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ATTACHMENTS

1. Draft Bylaw No. 299
2. Islands Trust Policy Statement Directives Only Checklist
3. Project Charter, Version 2, endorsed by the LTC on April 12, 2018

DRAFT

GABRIOLA ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 299

A BYLAW TO AMEND MUDGE ISLAND LAND USE BYLAW, 2007

The Gabriola Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Gabriola Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Mudge Island Land Use Bylaw, 2007, Amendment No. 1, 2018”.

2. Gabriola Island Local Trust Committee Bylaw No. 228, cited as “Mudge Island Land Use Bylaw, 2007,” is amended as noted in Schedule 1, attached to and forming part of this bylaw.

READ A FIRST TIME THIS	_____	DAY OF	_____	, 201_
READ A SECOND TIME THIS	_____	DAY OF	_____	, 201_
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	, 201_
READ A THIRD TIME THIS	_____	DAY OF	_____	, 201_
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST				
THIS	_____	DAY OF	_____	, 201_
ADOPTED THIS	_____	DAY OF	_____	, 201_

SECRETARY

CHAIRPERSON

GABRIOLA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 299

SCHEDULE 1

Schedule "A" of the Mudge Island Land Use Bylaw No. 228 cited as "Mudge Island Land Use Bylaw, 2007" is amended as follows:

1. **PART 1. INTERPRETATION**, Section **1.1 Definitions**, is amended by deleting the definitions of LOT COVERAGE and STRUCTURE and replacing them with the following:

LOT COVERAGE means the area of a lot, expressed as a percentage of the total lot area, that is covered by *buildings* and *structures* as measured from the outermost perimeter of all *buildings, structures*, and parts thereof, including the outer edge of the drip line of roofs.

STRUCTURE means a construction of any kind, or portion thereof, that is fixed to, supported by, or sunk into land or water, including all pathways, driveways and paved areas, whether pervious or impervious.

2. **PART 3. GENERAL REGULATIONS**, Section **3.3 Siting and Setback Regulations**, Subsection **3.3(4)** is deleted in its entirety and replaced with:

- (4) Despite all provisions in this Bylaw other than subsection 3.3(5), buildings and structures must be sited a minimum of 30 metres (98.4 feet) from and 1.5 metres (4.9 feet) above the natural boundary of a wetland, watercourse, the sea or other body of water, except for:
 - (a) boat and barge ramps; and
 - (b) stairs and walkways with an average maximum elevated floor height of 0.3 metres (0.9 feet) and a maximum width of 1.5 metres (4.92 feet).

3. **PART 5. ZONE PROVISIONS**, Section **5.1 Rural Residential (RR)**, is amended by adding the following as Subsection **5.1(4.1)**:

(4.1) For the purpose of Subsection 5.1(4) above, the following *buildings* and *structures* shall not be included when calculating lot coverage:

- (a) cisterns, dugouts, ponds, and similar catchment systems for the collection and storage of water;
- (b) fences;
- (c) fire-fighting water towers;
- (d) garden beds;
- (e) up to 68.75 square metres (740 square feet) of pervious ground-level foot paths, driveways and parking spaces;
- (f) on lots less than 0.40 hectares (1 acre), up to 100 square metres (1,076 square feet) of outdoor, unenclosed decks;
- (g) *pump/utility houses*;
- (h) retaining walls;
- (i) septic tanks, sewage absorption fields, and related sewage-disposal system appurtenances below ground;

- (j) signs;
- (k) *utilities*;
- (l) one woodshed with a *floor area* no greater than 10 square metres (107.6 square feet);
- (m) wells.



Islands Trust

ATTACHMENT 2 ISLANDS TRUST POLICY STATEMENT DIRECTIVES ONLY CHECKLIST

File No.: 6500-20 - Mudge Island
Targeted Review Project for Lot Coverage
File Name: LUB Amendment Bylaw No. 299

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committees address certain matters in their official community plans and regulatory bylaws, Island Municipalities address certain matters in their official community plans, and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECKLIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain a matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is consistent with the policy from the Policy Statement, or
- ✗ if the bylaw is inconsistent (contrary or at variance) with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

PART III: POLICIES FOR ECOSYSTEM PRESERVATION AND PROTECTION

CONSISTENT	No.	DIRECTIVE POLICY
	3.1	Ecosystems
N/A	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
N/A	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
N/A	3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
N/A	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
N/A	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
N/A	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: POLICIES FOR THE STEWARDSHIP OF RESOURCES

CONSISTENT	No.	DIRECTIVE POLICY
	4.1	Agricultural Land
N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.
	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture.
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
N/A	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.

CONSISTENT	No.	DIRECTIVE POLICY
	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
N/A	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
✓	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

PART V: POLICIES FOR SUSTAINABLE COMMUNITIES

CONSISTENT	No.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
✓	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
✓	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
✓	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

CONSISTENT	No.	DIRECTIVE POLICY
	5.5	Recreation
N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
N/A	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
N/A	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
✓	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
N/A	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
✓	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

POLICY STATEMENT COMPLIANCE	
✓	<i>In compliance with Trust Policy</i>
	<i>Not in compliance with Trust Policy for the following reasons:</i>

Mudge Island Targeted OCP/LUB Review Project —

Project Charter, v.2

Gabriola Island Local Trust Committee

Date: April 12, 2018

Purpose: To review the Mudge Island Official Community Plan (OCP) and Land Use Bylaw (LUB) in relation to lot coverage.

Background: At their September 7, 2017 meeting, the Gabriola Island Local Trust Committee (LTC) moved the “Mudge Island Targeted OCP/LUB Review Project” from their Projects List to their Top Priorities list.

In Scope

- Referral to First Nations, APCs and other key stakeholders and agencies.
- Staff analysis and subsequent Staff Report(s) with recommendations to LTC.
- Bylaw amendment to amend the Mudge Island Land Use Bylaw

Out of Scope

- Review of the Mudge Island LUB that is unrelated to the objectives identified in this Project Charter.
- Amendments to the Mudge OCP

Objectives

To consider potential amendments to the Mudge Island LUB relating to lot coverage, including:

- Modifying the regulations of lot coverage to exempt cisterns and/or other structures;
- Modifying the maximum lot coverage in the rural residential zone;
- Regulating the size of dwellings and accessory buildings and structures
- Regulating impermeable surface coverage

Workplan Overview

Deliverable/Milestone	Date
Referral to the Mudge Island Advisory Planning Commission. Staff to help arrange an APC meeting.	Winter 2018
Staff to review Mudge APC meeting minutes and any public comments received; present Staff Report to the Gabriola LTC regarding project next steps; LTC endorse an amended Project Charter	Spring 2018
Staff to draft LUB amendment including legal review of the draft and present to LTC	Late Spring 2018
First Reading, CIM, and referrals	Summer 2018
Legislative process for proposed bylaw	Autumn 2018
Adoption of proposed bylaw and circulation of communications materials	Winter 2018

Project Team

Teresa Rittemann, Planner 2	Project Manager
Ann Kjerulf, Regional Planning Manager	Planning Support
Bylaw Enforcement Department	Bylaw Support
Islands Trust GIS Technician	Mapping Support

Budget

Budget Sources:

2017/2018 Gabriola Island LTC Special Projects Budget and 2018/2019 LTC Projects Reserve Fund

Fiscal	Item	Cost
2017-18	APC Referral (APC Meeting)	\$300
2018-19	Legal review of draft bylaw amendment	\$2,000
2018-19	Communications (e.g. advertising, providing public information), and mapping	\$750
2018-19	Community Information Meeting and Public Hearing	\$1,250
	Total	\$4,300

LTC Endorsement:

Resolution #: GB-2018-025

Date: April 12, 2018

RPM Approval:

Ann Kjerulf, MCIP, RPP

Date: April 4, 2018