



NOTICE OF ELECTORAL AREA SERVICES COMMITTEE MEETING

Tuesday,
January 20, 2009
Regional District Board Room
175 Ingram Street, Duncan, BC

3:00 pm

A G E N D A

3:00 PM START OF MEETING

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11. **PUBLIC/PRESS QUESTIONS**

12. **CLOSED SESSION**

Motion that the meeting be closed to the public in accordance with the Community Charter Part 4, Division 3, Section 90(1), subsections as noted in accordance with each agenda item.

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13. **NEXT MEETING**

Tuesday, February 3, 2009

14. **ADJOURNMENT**

NOTE: A copy of the full agenda package is available at the CVRD website www.cvrld.bc.ca

Director B. Harrison
Director K. Cossey
Director I. Morrison

Director M. Marcotte
Director G. Giles
Director K. Kuhn

Director L. Iannidinardo
Director L. Duncan
Director M. Dorey

M1

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, November 18, 2008 at 5:30 pm in the Regional District Board Room, 175 Ingram Street, Duncan, BC

PRESENT

Director M. Marcotte, Chair
Director J. Allan, Vice-Chair
Director G. Giles
Director K. Cossey
Director B. Hodson
Director M. Dorey
Director L. Duncan
Director M. Walker
Absent: Director M. Tansley

CVRD STAFF

Tom Anderson, Manager
Mike Tippet, Deputy Manager
Rob Conway, Assistant Manager
Cathy Allen, Recording Secretary
Warren Jones, Administrator

**APPROVAL OF
AGENDA**

The Chair noted changes to the agenda, which included one add-on item to Delegations, one item to Staff Reports, one item to APC, one item to Information, one item of New Business, and one item to Closed Session.

It was Moved and Seconded
That the agenda, as amended, be accepted.

MOTION CARRIED

M1 - MINUTES

It was Moved and Seconded
That the minutes of the November 4, 2008 EASC meeting be accepted.

MOTION CARRIED

BUSINESS ARISING

There was no business arising.

DELEGATIONS

D1 – Arthur Kendall

Arthur Kendall was present regarding Application No. 2-G-08DP to allow subdivision of 2.847 hectares located at 10423 Chemainus Road into three parcels.

There were no questions to the applicant.

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It was Moved and Seconded

That Application No. 2-G-08DP be approved, and the Planning Division be authorized to issue a development permit to Art Kendall for a 2-lot strata subdivision on part of Lot F, Section 3, Oyster District, Plan 2512, except part in plan 5496, (PID: 000-007-145).

MOTION CARRIED

D2 – Mark Johnston

Mark Johnston, Limona Group Ltd. was present on behalf of Stonebridge Village Residence Ltd., regarding Application No. 3-A-08RS to permit the creation of a shopping centre at 850-900 Shawnigan Mill Bay Road. Mr. Johnston noted that the staff report stated that the sewage disposal field for Lions Cove and commercial area is the same field but in fact they have separate fields.

Mark Johnston presented the proposal to Committee members. Mr. Johnston advised of their commitment to upgrade the existing water system for Mill Bay which will be a benefit to the entire community.

There was a question and answer session.

It was Moved and Seconded

1. That Application No. 3-A-08RS (Limona Group/Johnston) be approved as follows:
 - the eastern two-thirds of Lot 1, Section 3, Range 8, Shawnigan District, Plan VIP77020 and adjacent C-2 Lot B and Part of Lot C, Section 3, Range 8, Shawnigan District, Plan 34171, to be put into a special C-2A zone that allows multiple family residences along with the other C-2 uses;
 - the western one-third of Lot 1 to be given P-1 zoning;
 - the addition of development permit area guidelines to include the provision of public space in a central area of the site, rather than on the fringes of the site;
 - a requirement that the façades of any buildings facing the west side of Barry RD be open, with windows and doors facing Barry Road and no blank building walls being permitted in that direction, no loading spaces or waste/recycling facilities would be permitted adjacent to Barry Road.
2. That the application referral to the Ministries of Community Services, Transportation, Environment (Contaminated Sites Branch), Malahat First Nation, VIHA, Mill Bay VFD, Mill Bay Waterworks District and CVRD Protective Services, be accepted.
3. That draft OCP and Zoning Amendment bylaws be prepared and that the application be forwarded to a Public Meeting.

MOTION CARRIED

000002

D3 – Michelle Mahovlich

Director Cossey left the room at this point due to a perceived conflict of interest respecting his present employer.

Michelle Mahovlich was present on behalf of Bamberton Properties regarding Application No. 4-A-08RS to permit the establishment of an outdoor adventure tourism business on a portion of the property located at 1451 Trowsse Road.

Mr. Mahovlich stated that they had nothing further to add to the staff report. They showed a power point presentation of the proposal.

Mr. Mahovlich stated that they would prefer the proposed use was added as a permitted use in the I-2 zone rather than rezone to F-3.

It was Moved and Seconded

1. That Rezoning Application 4-A-08RS (Bamberton - Ecotourism) be approved.
2. That a Zoning Amendment Bylaw to rezone part of District Lot 127, Malahat District, Except Parts in Plans 591RW, 1062RW and 1065RW, and part of District Lot 95, Malahat District, Except Part in Plan 951RW from F-1 to F-3, and to amend the I-2 zone to include Outdoor Recreation as a permitted use, be prepared and forwarded to the Regional Board for consideration of first and second reading.
3. That a public hearing be scheduled and that the Directors from Electoral Areas A, C, and D be delegated to the hearing.

MOTION CARRIED

Director Cossey returned to the meeting at this point.

STAFF REPORTS

SR1 – Release of Covenant – Kapoor Rd.

It was Moved and Seconded

That the CVRD release Covenant CA606862 (5886 Kapoor Road – Luke) which has a Letter of Credit value amount of \$5000.

MOTION CARRIED

APC

AP1, AP2, AP3 – Minutes

It was Moved and Seconded

That the following minutes be received and filed:

- Minutes of Area A APC meeting of June 4, 2008
- Revised Minutes of Area A APC meeting of October 15, 2008
- Minutes of Area A APC meeting of November 5, 2008

MOTION CARRIED

000003

AP4 - Minutes

It was Moved and Seconded

That the minutes of the Area B APC meeting of November 6, 2008, be received and filed.

MOTION CARRIED

AP5 – Minutes

It was Moved and Seconded

That the minutes of the Area G APC meeting of October 30, 2008, be received and filed.

MOTION CARRIED

AP6 - Minutes

It was Moved and Seconded

That the minutes of the Area C APC meeting of November 6, 2008, be received and filed.

MOTION CARRIED

PARKS

PK1, PK2 - Minutes

It was Moved and Seconded

That the minutes of the Area A Parks Commission site meeting of September 9, 2008, and the revised minutes of the Area A Parks Commission meeting of October 2, 2008, be received and filed.

MOTION CARRIED

PK3, PK4 – Minutes

It was Moved and Seconded

That the minutes of the Area C Parks Commission meeting of October 30, 2008, and the minutes of the Area E Parks Commission meeting of September 15, 2008, be received and filed.

MOTION CARRIED

INFORMATION

IN1 – Building Report

It was Moved and Seconded

That the October 2008 building report be received and filed.

MOTION CARRIED

NEW BUSINESS

1 – Letter of Thanks

It was Moved and Seconded

That the Parks Department forward a letter to Gravel Hill Concrete thanking them for their concrete donation to help construct a concrete foundation wall at Maple Grove Park in Cowichan Bay.

MOTION CARRIED

**QUESTION
SESSION**

Mark Johnston stated that his question is in regards to a comment that was made from a Director during his presentation to the Committee earlier respecting the Lamona Group and Creekside project. A comment was made that Lamona has signed agreements that they have not fulfilled, and Mr. Johnston asked staff if they are aware of any outstanding agreements that Lamona has not completed. Mr. Johnston added that if the statement is untrue that he would like an apology from the Director who made it.

The Administrator suggested that staff should look into the matter and get back to Mr. Johnston.

The Committee Chair thanked Mr. Johnston for his question and noted that staff will get back to him.

Mr. Johnston stated his appreciation.

CLOSED SESSION

It was Moved and Seconded

That the meeting be closed to the public in accordance with the *Community Charter* Part 4, Division 3, Section 90(1), subsections as noted in accordance with each agenda item.

MOTION CARRIED

The Committee moved into Closed Session at 7:07 pm.

RISE

The Committee rose without report.

ADJOURNMENT

It was Moved and Seconded

That the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 7:26 pm.

Chair

Recording Secretary

000005



D1

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE OF JANUARY 20, 2009

DATE: January 13, 2009 **FILE NO:** 7-E-07RS
FROM: Rob Conway, Assistant Manager **BYLAW** 1490 & 1840
SUBJECT: Proposed OCP and Zoning Amendment (Cherry Blossom Park) **No:**

Recommendation:

1. That OCP and Zoning Amendment Application No. 7-E-07RS (Cherry Blossom Park) be presented at a public meeting to obtain community input and that the application be reviewed at a future EASC meeting with a report documenting public input and draft bylaws;
2. That the applicant provide a traffic impact assessment, a revised site plan showing an expanded agricultural buffer, buffer and boulevard landscape standards, a hydrological assessment and a preliminary riparian area assessment prior to public hearing;
3. That the applicant obtains a certificate of compliance or approval in principle for remediation of the subject property from the Ministry of Environment prior to bylaw adoption.

Purpose:

To amend Cowichan-Koksilah Official Community Plan Bylaw No. 1490 and CVRD Electoral Area "E" – Cowichan Station/Sahtlam/Glenora Zoning Bylaw No. 1840 to allow the subject property to be developed for a strata manufactured home park.

Financial Implications: None identified

Interdepartmental / Agency Implications: None identified

Background:

Location of Subject Property: 5611 Culverton Road

Legal Description: Lot 1, Section 8, Range 6, Sahtlam District, Plan 12309, Except Those Parts in Plans 22890, 23708, 25003 and 29157

Date Application and Complete Documentation Received: June, 2007

Owner: Cherry Blossom Park Development Corp.

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Applicant: Anasona Investments Ltd.

Size of Parcel: 7.53 hectares (18.6 ac.)

Current Zoning: I-2 (Heavy Industrial)

Proposed Zoning: MP-1 (Urban Residential)

Minimum Lot Size Under Existing Zoning: 0.1 ha. with community water and sewer
0.3 ha. with community water only
1.0 ha. without community or sewer

Minimum Lot Size Under Proposed Zoning 2.0 hectares, or in the case of strata titled manufactured home parks:

325 m². for a single wide manufactured home; or
460 m². for a double wide manufactured home;
In no case shall density exceed 15 units per ha.

Existing Plan Designation: Suburban Residential

Proposed Plan Designation: Manufactured Home Park Residential

Existing Use of Property: Vacant (former sawmill)

Existing Use of Surrounding Properties:

North:	Suburban Residential (zoned R-2)
South:	Agricultural (zoned A-1 and in ALR)
East:	Suburban Residential (zoned R-2)
West:	Suburban Residential (zoned R-2, Area F)

Services:

<u>Road Access:</u>	Culverton Road
<u>Water:</u>	Community water proposed
<u>Sewage Disposal:</u>	Community sewer proposed

Agricultural Land Reserve Status: Not within ALR; ALR abuts property on south boundary

Contaminated Sites Regulation: Stage 1 Preliminary Site Investigation completed and potential environmental concerns identified. Stage 2 investigation and possibly a detailed site investigation will be necessary in order to obtain a certificate of compliance and to change the zoning to permit residential use.

Environmentally Sensitive Areas: None identified on site. Seasonally flooded agricultural fields located to the south.

Archaeological Site: None identified.

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Proposal:

The applicant has requested an OCP and Zoning Bylaw amendment that would allow the subject property to be re-developed for a manufactured home park. The applicant intends the development to be comprised of approximately 88 bare land strata manufactured home lots, a recreation facility owned and operated by the strata corporation, a 0.8 hectare (2.0 ac.) public park, a landscaped buffer around the perimeter of the property and a community sewer and water system. A concept plan showing the intended layout of the proposed development is attached to this report.

Access to the proposed development is from a private strata road that would connect to Culverton Road. A looped roadway would accommodate internal vehicle traffic, with an emergency secondary access proposed at the south west corner of the site. Lot sizes in the project are approximately 465 square metres (5000 square feet) in area, which are large enough under the proposed zoning to accommodate either single-wide or double-wide manufactured homes. A vegetated buffer with a minimum width of 7.5 metres is proposed around the perimeter of the site, which would provide separation between the proposed manufactured home lots and adjacent agricultural and residential uses.

8000 square metres (approximately 2 ac.) or 10.75 percent of the site in the north-west corner of the property is proposed as public park. This portion of the site presently has a well and water tank located on it that is available to the Sahtlam Fire Department. Immediately south of the public park area, a community building is proposed that would be owned and operated by the strata corporation. The building is expected to include a swimming pool, meeting hall, communal kitchen and dining facility, workshops and other meeting and recreation space.

A disposal field is proposed along the eastern boundary of the site that would receive treated effluent from the "Class A" sewage treatment system that is proposed to service the development. The developer is proposing that the sewer and water systems to be constructed as part of the project will be transferred to the CVRD upon completion.

Site Context:

The subject property is located at 5611 Culverton Road at the west side of Sahtlam and on the western boundary of Area 'E'. The site is approximately 3.5 kilometres from the Sahtlam firehall and 11 kilometres from the City of Duncan.

Surrounding land uses are primarily suburban and rural residential. Residential lots immediately to the North, which have access from Old Lake Cowichan Road, range in size from 1,675 to 4,000 square metres (0.4 ac. to 1.0 ac.). Properties to the west are larger, with typical lot sizes of between 1.0 and 1.8 hectares (2.5 to 4.5 ac.). Lands to the south are in the Agricultural Land Reserve with a 2.0 hectare (5.0 ac.) rural residential and 29.7 hectare (73.4 ac.) agricultural parcel immediately abutting the subject property. The site itself is 7.53 hectares (18.6 ac.) in area with approximately 260 metres of road frontage on Culverton Road.

Policy Context:

Official Community Plan:

The OCP for Area 'E' and Part of Area 'F' (Bylaw 1490) designates the subject property and the lands to the north, west and east as Suburban Residential. Lands to the south are designated Agriculture in the Plan. The Suburban Residential designation is primarily intended for single-family residential use with minimum lot sizes of 0.4 ha (1 acre) when serviced with community water, walkways and underground utilities and 2.0 ha. (5 acres) when services are not provided. Mobile homes are permitted on individual parcels within the Suburban Residential designation, but mobile or manufactured home parks are not supported within the designation. The OCP includes a designation that is specific to mobile and manufactured home parks. The following OCP policies are applicable to the Manufactured Home Park Residential designation:

Policy 7.5.1

Land rezoned for Manufactured Home Park residential uses shall first require "Manufactured Home Park" designation in the plan map.

Policy 7.5.2

The development and subdivision of land in a manufactured home park shall be required in accordance with the Regional District (Mobile) Home Park Bylaw.

Policy 7.5.3

Manufactured home parks shall be restricted to a density of not more than 15 manufactured homes per hectare and shall have a site area of not less than 2.0 hectares.

As the OCP presently designates the subject property as Suburban Residential, an OCP amendment to re-designate the site Manufactured Home Park Residential would be required

Zoning Bylaw:

Area 'E' Zoning Bylaw No. 1840 zones the subject property I-2 (Heavy Industrial). The I-2 zone permits all of the uses allowed in the I-1 (Light Industrial) zone plus other heavy industrial uses such as dry land log sort and forest products processing, and manufacturing. The sawmill use that formerly operated on the site is permitted within the I-2 zone.

The MP-1 (Manufactured Home Park Residential) zone is the only zone designation within Zoning Bylaw No. 1840 that accommodates manufactured home parks. The definition of "manufactured home" in the Bylaw, as noted below, includes mobile homes.

"manufactured home" means a single family dwelling unit, factory built and factory assembled, designed for conveyance after fabrication on a highway on its own wheels or on a flatbed or other trailer, and arriving at the site where it is to be occupied as a dwelling unit completed and ready for occupancy, with or without wheels, except for minor and incidental unpacking and assembly operations, such as locating on jacks or other foundation, and connection to utilities. Neither a motor home, travel trailer, park model unit, nor recreational vehicle shall be considered a manufactured home.

The MP-1 zone has a maximum density of 15 units per hectare of parcel area. As the subject property is about 7.5 ha. in area, the maximum density that could be achieved on the site under the MP-1 zone is 112 units. In addition, where the park is strata-titled, a minimum parcel size of 325 square metres for singlewide manufactured homes and 460 square metres for doublewide manufactured homes would apply. As the applicant is 88 units, the proposed density of the site is 11.7 units per hectare.

Mobile Home Park Bylaw:

Mobile Home Park Bylaw No. 275 regulates the establishment, extension, design and servicing of mobile and manufactured home parks in the CVRD. The bylaw, among other things, requires a minimum buffer area around the perimeter of the site of 7.5 metres and an on-site recreation area of at least 10 percent of the total site area and includes criteria for locating mobile homes on individual parcels.

Should the zoning amendment application be approved, a permit in accordance with the Mobile Home Park Bylaw will be required prior to development of the site.

Advisory Planning Commission Comments:

The Application was reviewed by the Area 'F' APC and by the Area 'E' APC on September 17, 2008. The Area 'F' APC recommended approval of the application, although minutes from the meeting are not available.

The Area 'E' APC recommended approval of the application subject to the conditions listed below. A brief description as to how the recommendations have or will be addressed is also provided.

- i) That 10% of the land for development be set aside for a community park;

The applicant has amended the application to provided 10.75% of the site for a community park.

- ii) That a secondary access be provided for fire protection;

A secondary access has been provided for emergency access and egress from the development.

- iii) That the existing fire water tank be replaced;

The Sahtlam Fire Department Chief has provided detailed comments regarding the application. He has recommended the existing storage tank be replaced with a storage and hydrant system that is capable of providing fire protection to the development and meets current accepted standards. Requirements for fire protection would typically be determined prior to issuance of a development permit and/or a mobile home park permit.

- iv) That a drainage plan be developed to address potential drainage problems onto adjacent properties;

A drainage and storm water management plan has not been provided with the rezoning application. Staff recommend the plan be made a development permit requirement.

- v) That a bond be in place to mitigate the development's impact on neighbouring water wells for a period of time to be determined by the CVRD's Engineering Department;

Staff recommends a hydrological assessment be undertaken prior to a public hearing to determine the potential impact of the proposed water system on wells in the area and that that a decision regarding bonding be made by the Board when it considers the amendment bylaws.

- vi) That the existing buffer of trees on the perimeter of the development be maintained and a new buffer be constructed according to ALC specifications between the development and the adjacent farm;

The buffer around the perimeter of the site has been increased to 7.5 metres. Staff recommended that a wider buffer be provided along the ALR boundary and that development permit guidelines be established to specify a landscape standard for the buffer areas.

- vii) That a referral be made to the Area 'E' Parks Commission and Transit Committee for comment.

The application has been referred to both the Parks Commission and Transit Committee for review and comment.

Government Agency Comments:

This application was referred to government agencies on July 25, 2008. The following is a list of agencies that were contacted and the comments received.

- Ministry of Community Services – *No comments received*
- Ministry of Transportation – *Prior to our review, we will require a traffic impact study and drainage study ensuring that all road and surface water can be taken to a suitable outfall*
- Sahtlam Volunteer Fire Department – *See attached letter*
- Central Vancouver Island Health Authority – *No comments received*
- BC Agricultural Land Commission – *We note the southern boundary of the property is contiguous with the ALR and that there appears to be some trees located along this boundary that might be incorporated into a vegetative buffer along this boundary. We note that the layout does not appear to observe the need for buffering along the southern boundary. We suggest that you require that the layout be redesigned to pay attention to this issue and attach a recent guide to edge planning prepared by the Ministry of Agriculture and Lands.*
- Cowichan Tribes – *No comments received*

- CVRD Parks Department – *Comments Pending*
- CVRD Engineering Department – *CVRD Engineering has not been requested to take over the water and sewer system for this subdivision, therefore has no comments – if a request is received, engineering will comment at that time.*
- CVRD Protective Services – *Michael Lees comments should not be lost. We should ensure that this system is updated to meet the needs of the suggested development under NFPA 1142.*

Planning Division Comments:

The application proposes a residential land use that is more intensive than the rural and semi-rural land uses predominant in the West Sahtlam area. The manufactured home park use proposed for the subject property is a land use that is generally better-suited to an urban setting where commercial and community services are available. Urban densities in rural or semi-rural locations are more expensive to service and can create pressures from residents for urban levels of service. Such land use patterns also tend to be more auto-dependent, as transit options are limited and destinations can be too distant and dispersed to make pedestrian and cycle travel options practical.

Although planning staff would normally recommend against permitting an urban residential use in a rural or semi-rural context, in this case there are some land use arguments in favour of the application. Firstly, the current I-2 zoning is an anomaly that is potentially incompatible with adjacent residential uses. The proposed residential use would likely be more compatible with surrounding land uses than many of the industrial uses now permitted on the property, so the requested zoning change could reduce potential land use conflict in the area. A zoning change could also allow conditions to be imposed on the future development of the property that could address some of the land use interface issues that presently exist. In addition, the applicants contend that the development would provide a form of housing that is not currently available for the Sahtlam community. The proposed housing would be more affordable than the single family acreages that are common in the area, which would be attractive to first time home buyers, young families or seniors on fixed incomes. A more diverse housing stock could add vitality to that community, particularly if a younger population is attracted. Lastly, the community sewer and water system associated with the proposal could provide opportunities for solving existing sewer and water problems in the area.

Since there are arguments both in favour and against the proposal, staff believe there is merit in having a public meeting where the community can have an opportunity to express their views prior to the Committee deciding if the application should proceed to the bylaw amendment stage. A public meeting should help the Committee weigh the potential community benefits relative to the implications of authorizing significant residential density in a semi-rural community.

Should there be community support for the application, staff believe that some additional work on the application should be undertaken before the application is presented at a public hearing or adoption of amendment bylaws is considered. The following is a summary of the additional work staff believe should be completed.

Traffic Impact Assessment – The Ministry of Transportation and Infrastructure has requested a traffic impact assessment prior to reviewing the application. Although Ministry approval is not required for the zoning amendment, they will have responsibility for subdivision and access

approval. Since the public are likely to have questions regarding traffic impacts, staff recommend having the assessment available for the public hearing.

Landscaping and Buffers

The Agricultural Land Commission (ALC) has recommended a 15 metre wide agricultural buffer between the proposed development and ALR lands to the south. Staff therefore recommends the buffer along the southern boundary therefore be increased to 15 metres or an alternate standard acceptable to the ALC. In addition, the staff recommends the applicant provide specifications for the agricultural buffer and landscape buffers elsewhere on the property as well as landscape concepts for street tree and boulevard treatments within the project. Staff propose incorporating the landscape specifications into development permit guidelines that would apply to the site.

Development Permit Guidelines

Should the rezoning application be successful, staff believe there should be a development permit review process in place to ensure the project is developed in accordance with community expectations and so that design and site planning issues can be addressed. Staff intend to draft a development permit area for manufactured home parks that would be considered as part of the OCP amendment bylaw. The development permit guidelines are expected to address landscaping, buffers, storm water management, and subdivision layout, among other things.

Hydrological Assessment – The APC expressed concerns about the impact of the proposed development on wells in the area and staff anticipate this will also be a concern of local residents. Staff therefore recommend that a Hydrological assessment be undertaken by the applicant prior to the public hearing in order to have information available at the hearing.

Riparian Area Assessment

Riparian Area Assessments are not required for rezoning applications, but it would be beneficial to all parties to have an understanding of riparian issues at an early stage in the development process. Staff therefore recommend that the applicant be requested to have a preliminary assessment done prior to a public hearing to determine riparian assessment issues that may affect site layout.

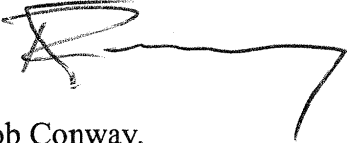
Options:

- A.
 1. That OCP and Zoning Amendment Application No. 7-E-07RS (Cherry Blossom Park) be presented at a public meeting to obtain community input and that the application be reviewed at a future EASC meeting with a report documenting public input and draft bylaws;
 2. That the applicant provide a traffic impact assessment, a revised site plan showing an expanded agricultural buffer, buffer and boulevard landscape standards, a hydrological assessment; and a preliminary riparian area assessment prior to public hearing;
 3. That the applicant obtain a certificate of compliance or approval in principal for remediation of the subject property from the Ministry of Environment prior to bylaw adoption.
- B. That OCP and Zoning Amendment Application No. 7-E-07RS (Cherry Blossom Park) be approved, that staff be directed to draft OCP and Zoning amendment bylaws and that a

public hearing be scheduled with Directors Duncan, Morrison and Kuhn appointed as Board delegates.

- C. That OCP and Zoning Amendment Application No. 7-E-07RS (Cherry Blossom Park) be denied.

Submitted by,



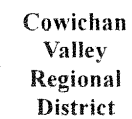
Rob Conway,
Assistant Manager
Development Services Department

RC/ca

Department Head's Approval:

Signature

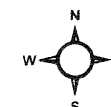
000014



The Regional District does not warrant the accuracy.

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

**Orthophoto
(2004)**



000015



Cowichan
Valley
Regional
District

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

The Regional District does not
warrant the accuracy.

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

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

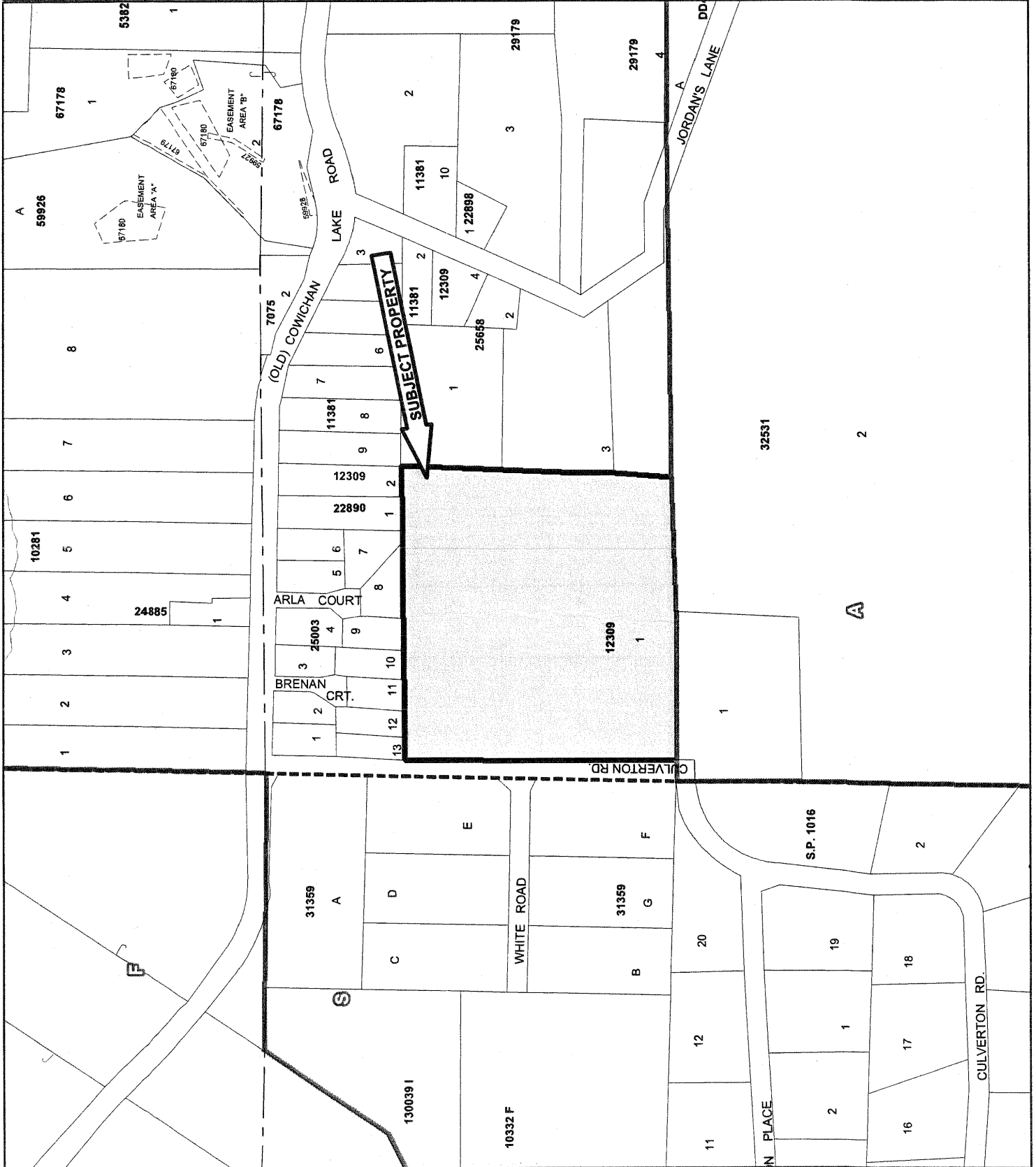
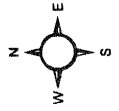
FILE: 7-E-07-RS

OCP

Legend



Subject Property
OCP Electoral Area E



000016



Cowichan
Valley
Regional
District

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

The Regional District does not warrant the accuracy.



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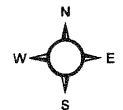
The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

FILE: 7-E-07-RS

ZONING

Legend

-  Subject Property
-  Zoning Electoral Area E



000017



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Regional District does not warrant the accuracy.

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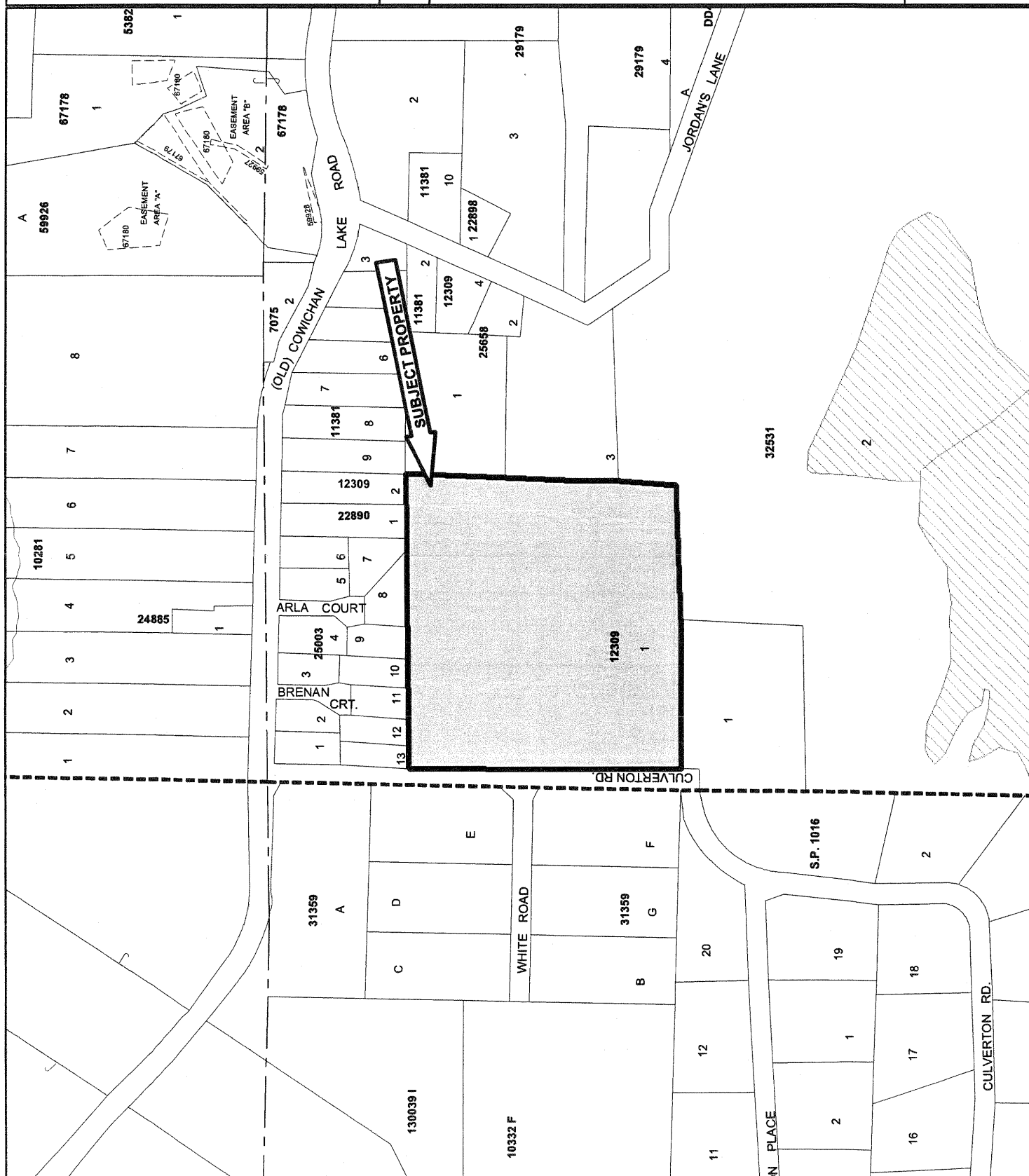
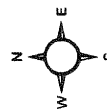

The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

FILE: 7-E-07-RS

Sensitive Ecosystem Inventory

Legend

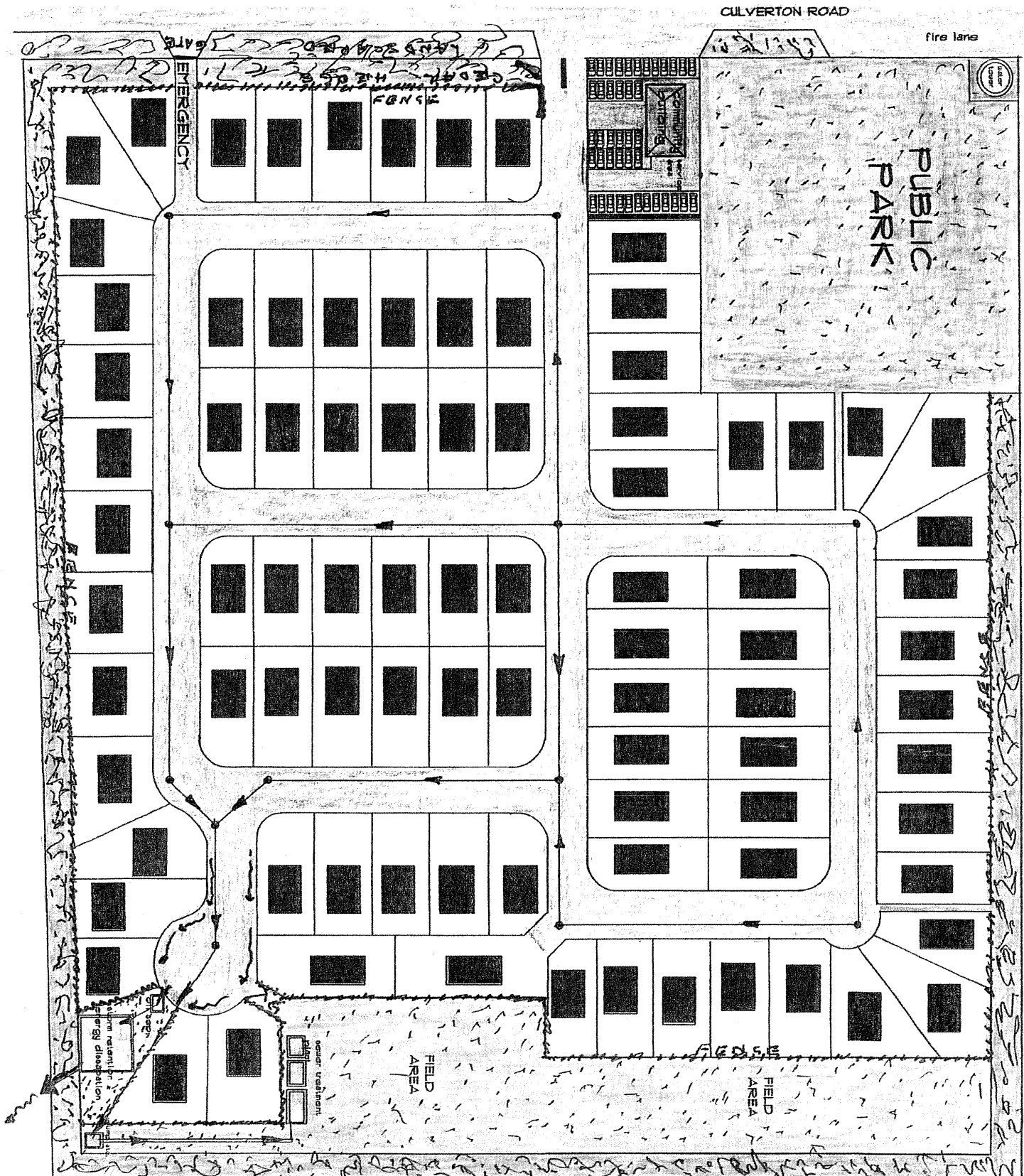
Subject Property



000018

CHERRY BLOSSOM ESTATES

250 746 7825



000019



SAHTLAM VOLUNTEER FIRE RESCUE

**4384 COWICHAN LAKE ROAD
DUNCAN BC V9L 6J7
PH (250) 748-1242 FAX (250) 748-1504**

July 22nd 2008

CVRD
Development Services
175 Ingram st.
Duncan, B.C.

Attn. Rob Conway

CVRD File 7-E-07RS (Cherry Blossom Development Corp.)

From the perspective of the Fire Department, development is welcome. New development in the Sahtlam will mean an increase in the tax base, lightening the burden of taxation for fire protection on the existing taxpayers.

What I am looking at is the cumulative impact that this and other developments planned for the fire protection district will have on the community and the department. On the table at the present time are applications from the Paldi development 500 residential units, Caromar Sales 50 units, 3L Developments at Inwood Creek 50+ units. Now proposed is Cherry Blossom Park Development having potentially 96 units. At the present time there are approximately 700 units planned, more than doubling the existing Sahtlam community.

The fire department is established; the equipment and buildings purchased over the years have been paid for and are being financed by the established community. To better service the community the department is also planning major apparatus purchases in 2009. Developers have to step up to the plate in terms of infrastructure or other means to help address the effects that their planned developments will have on the existing community services already in place.

000020

In the past, the fire department officers have had discussions with a succession of owners of the subject property in regards to fire hazards. There has been a parade of none environmentally friendly businesses on the site over the years that left their mark on the property, acres of pallets and cedar shingle wastes that were left behind when these businesses moved. To the credit of the land owner through discussion these issues were addressed and have been largely resolved.

As to the development, my concern is density with the potential of adding approximately 250 people, with associated vehicles, even with one vehicle per residence that is 96 more cars in and out of Culverton rd. on a daily basis. In the development plan, lot size is planned at an average of 5000 square feet with several dead end cul-de-sac roads and only one egress to the property. This could cause a bottle neck in time of major emergency as people and vehicles attempt to enter or leave the development.

It should be required that another egress to the planned development be provided, that standard 33' road widths are observed and any cul-de-sacs be designed to accommodate the turning radius of large fire department or other emergency vehicles. No dead end roads! Good safe access will allow the safe passage of civilian and emergency vehicles in the time of a major incident in that area.

The fire department paid for, installed and maintains a well and steel 3000 gallon water storage tank on the northwest corner of the property. The intent when this tank was installed was to have a close water supply to help provide fire protection to the subject property as there has never been any source of fire protection on the site. This tank is at the end of its life, and will be of no benefit to the new development. This system should be replaced with a storage and hydrant system that is capable of providing fire protection to the development and meets current accepted standards

Michael Lees

Fire Chief
Sahtlam Volunteer Fire Rescue

000021

ELECTORAL AREA "E" APC MEETING MINUTES

SAHTALM FIREHALL

September 17, 2008

Chairperson: Jim Marsh **Director Area "E":** Loren Duncan

Members: Ben Marrs, Dave Tattam, Daren George, Frank McCorkell and
Colleen MacGregor.

Absent: Keith Williams, Dan Ferguson and David Coulson.

Meeting called to order at 7:10 pm.

Moved and seconded that the minutes of the APC meeting June 12, 2008 be accepted as read.

Old Business: Area Director Duncan updated the status of several previous applications.

New Business:

1. **Application File # 7-E-07RS Owner:** Cherry Blossom Park Development Corp. (Robin Mayo)
Applicant: Robin Mayo
Delegate: Wayne Allen - Sutton Realty

MOTION:

It was moved and seconded that the application be accepted subject to the following conditions:

- i) That 10% of the land for development be set aside for a community park,
- ii) That a secondary access be provided for fire protection,
- iii) That the existing fire water tank be replaced,
- iv) That a drainage plan be developed to address potential drainage problems onto adjacent properties,
- v) That a bond be set in place to mitigate the development's impact on neighbouring water wells for a period of time to be determined by the CVRD Engineering Dept.,

- vi) That the existing buffer of trees on the perimeter of the development be maintained and a new buffer be constructed according to ALC specifications between the development and the adjacent farm and
- vii) That a referral be made to the Area E Parks Commission and the Transit Commission for comment.

Motion carried

2. Application File # 3-E-08RS Owner: Girl Guides of Canada

Applicant: Cowichan Valley Regional District on behalf of Girl Guides of Canada

Delegate: Donna Sainsbury

MOTION:

It was moved that we support the application as presented to rezone the property from A-1 to A-4.

Motion carried

Meeting adjourned at 9:15 pm

Secretary: Colleen MacGregor

11.2 I-2 - HEAVY INDUSTRIAL

Subject to compliance with the General Requirements in Part Five of this Bylaw, the following provisions apply in this Zone:

(a) Permitted Uses

The following *uses*, *uses* permitted under Section 4.4, and no others are permitted in an I-2 zone:

- (1) any *use* permitted in the I-1 zone;
- (2) dry land log sorting;
- (3) forest products processing, milling, and storage, excluding pulp and papermill;
- (4) manufacturing, processing, repair, treatment and storage of products, materials, fabric or compounds;
- (5) *office accessory* to a *principle use* permitted in Section 11.2(a)(1) to 11.2(a)(4);
- (6) one single *family dwelling* per *parcel accessory* to a *principle use* permitted in Section 11.2(a)(1) to 11.2(a)(4).

(b) Conditions of Use

For any *parcel* in an I-2 zone:

- (1) the *parcel coverage* shall not exceed 50% for all *buildings* and *structures*;
- (2) the *height* of all *buildings* and *structures* shall not exceed 15 m.;
- (3) the minimum *setbacks* for the types of *parcel* lines set out in Column I of this section are set out for all *buildings* and *structures* in Column II:

COLUMN I Type of Parcel Line	COLUMN II Buildings & Structures
Front	9.0 metres
Interior & Exterior Side	9.0 metres
Rear	9.0 metres

(c) Minimum Parcel Size

Subject to Part 12, the minimum *parcel* size shall be:

- (1) 0.1 Ha. for *parcels* served by a *community water* and *sewer system*;
- (2) 0.3 Ha. for *parcels* served by a *community water system* only;
- (3) 1.0 Ha. for *parcels* served neither by a *community water* or *sewer system*.

8.8 MP-1 ZONE - MANUFACTURED HOME PARK

Subject to compliance with the General Requirements in Part Five of this Bylaw, the following provisions apply in this Zone:

(a) Permitted Uses

The following *uses*, *uses* permitted under Section 4.4, and no others are permitted in an MP-1 zone:

- (1) *manufactured home park*;
- (2) *daycare* or nursery school *accessory* to a residential use;
- (3) *home occupation*.

(b) Conditions of Use

The *height* of all buildings and structures shall not exceed 7.5 m., except for accessory buildings which shall not exceed a *height* of 4.5 m.

(c) Density

For any *parcel* in the MP-1 zone the maximum density of *dwelling units* shall not exceed 15 units per hectare of *parcel* area.

(d) Minimum Parcel Size

- (1) Subject to Part 12, the minimum *parcel* size shall be 2 Ha.
- (2) Notwithstanding Section 8.7(d), provided that in the case of strata title *manufactured* home parks, the minimum *parcel* size shall be 325 square metres for a single wide *manufactured home* and 460 square metres for a double wide *manufactured home*, but in no case shall exceed a density of 15 units per ha.



D2

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF JANUARY 20, 2009

DATE: January 8, 2009

FILE NO: 2-C-08ALR

FROM: Leslie Clarke, Planning Technician

BYLAW NO: 1405

SUBJECT: Application No. 2-C-08ALR
(Leo and Valerie Gervais)

Recommendation:

That application No. 2-C-08ALR (Gervais) for a subdivision in accordance with Section 21(2) of the *Agricultural Land Commission Act* be forwarded to the Agricultural Land Commission with no recommendation.

Purpose:

To consider a request for a subdivision in accordance with Section 21(2) of the *Agricultural Land Commission Act* and Section 946 of the *Local Government Act*.

Financial Implications:

N/A

Interdepartmental/Agency Implications:

N/A

Background:

Location of Subject Property: 4121 Telegraph Road

Legal Description: Lot A, Section 19, Range 7, Shawnigan District, Plan 3274, PID 006-247-610

Date Application and Complete Documentation Received: September 24, 2008

Owner: Leo & Valerie Gervais

Applicant: Leo & Valerie Gervais

Size of Parcel: 1.5 ha

Existing Zoning: A-1 Primary Agricultural

000026

Minimum Lot Size Under Existing Zoning: 12 ha

Existing Plan Designation: Agriculture

Existing Use of Property: Residential

Existing Use of Surrounding Properties:

North: farm
 South: farm
 East: hobby farm
 West: farm

Services:

Road Access: Telegraph Road
Water: well
Sewage Disposal: Septic field

Agricultural Land Reserve Status: In the ALR

Soil Classification (if ALR applicable):

Revised CLI Maps:

$95\% \pm 3 \text{ } ^7_D - 4 \text{ } ^3_W (2 \text{ } ^7_D - 3 \text{ } ^2_W - 1)$ $5\% \pm 7 \text{ } ^8_T - 5 \text{ } ^2_T (7 \text{ } ^8_T - 5 \text{ } ^2_T)$

Explanation of Land Capability Classifications:

- Class 1 lands have no limitations for Agricultural Production;
- Class 2 lands have minor limitations for Agricultural Production;
- Class 3 lands have moderate limitations for Agricultural Production;
- Class 4 lands have limitations that require special management practices;
- Class 5 lands have limitations that restrict capability to produce perennial forage crops;
- Class 6 lands is non-arable but is capable of producing native and/or uncultivated perennial forage crops;
- Class 7 lands have no capability for arable culture.

- Subclass "A" indicates soil moisture deficiency;
- Subclass "D" indicates undesirable soil structure and/or low perviousness;
- Subclass "P" indicates stoniness;
- Subclass "T" indicates topography limitations;
- Subclass "W" indicates excess water.

Soil classifications for this property are mostly Class 3 and above. With minor mediation they can be improved to mostly Class 2.

000027

Environmentally Sensitive Areas: A stream with fish presence is located on the south end of the subject property. This appears to be a tributary of Garnet Creek and is well defined within the Cowichan Valley Regional District Habitat Atlas as having salmon presence. A Riparian Area Regulation Development Permit would have to be applied for and obtained from the Cowichan Valley Regional District prior to subdivision and/or development on the land.

If an application for subdivision were to proceed, a covenant may form part of the requirements of a Riparian Area Regulation Development Permit of Electoral Area "C" of the Cowichan Valley Regional District. Prior to approval of a preliminary layout for subdivision the Regional District would require that this Development Permit be obtained.

Archaeological Site: none shown in GIS

The Proposal:

An application has been made to: the ALC

For the purpose of: subdividing the land in conformity with local zoning.

Advisory Planning Commission Comments:

The APC for Cobble Hill met on September 11, 2008 to discuss this application and passed the following resolution:

Moved/Seconded that the APC recommend approval of the application. Carried.

Planning Division Comments:

This approximately 1.5 ha. (3.8 acre) parcel of land has been split by a road, into 2 fairly even size parcels. The owner wishes to separate these 2 into individual legal titles. Although the existing A-1, Primary Agriculture zone requires a minimum lot size of 12 ha., there is an exception to this minimum required lot size in Bylaw No. 3207. Parcels that were divided by a road prior to the 2008 adoption of Bylaw No. 3207 may be subdivided using the following regulation which amends Section 13.5 (a) of Electoral Area C Zoning Bylaw No. 1405, regulating the area, shape and dimensions of parcels.

The Zoning Bylaw No.3207 states:

"Where a portion of a parcel is physically separated from the remainder of the parcel by a public road or another parcel, the physically separated portion may be subdivided from the remainder of the parcel, provided there is sufficient land area on each proposed parcel for the treatment and disposal of sewage effluent and a well where on-site systems are required, and that no setback non-conformities would arise as a result of the subdivision. This regulation only applies to parcels and public roads in existence as of the date of adoption of this bylaw."

The subject property is approximately 1.54 hectares (3.8 acres), and is located on Telegraph Road near the intersection of Cherry Point Road. The proposal is to subdivide the parcel into 2 titles using the road as a boundary. Bylaw No. 3207 requires that septic disposal and potable water sources would have to be established prior to completion of the subdivision. Once these are established the proposal would conform to the Cowichan Valley Regional District minimum lot requirement.

The owner intends to continue living in the existing home while the proposed parcel is intended to allow the owner's daughter to establish a home. The area of the proposed new lot is currently used for hay production. The owner has suggested that the hay production may continue around the proposed residence, accessory building and access.

The agricultural policies described in Part Five of the Official Community Plan Bylaw No. 1210 only support uses and subdivisions that do not preclude the future agricultural use of the property; subdividing this parcel into two small parcels would be contrary to these policies. Each parcel would be less than 0.8 ha. (2 acres) and be unlikely to be used for agricultural purposes in the future. If the parcel remains 1.54 ha. (3.8 acres) it is possible, and more likely to be used for agricultural purposes in the future. Due to the soil capabilities, intensive specialty crops may be able to be grown on the property. It should be noted that with alterations the soil capabilities of this land may be improved to a substantial level of approximately 76% class 1 and 2. Alterations required may include tillage and drainage works.

Also of significance is the location of the property, it lies within a predominantly agricultural area as shown on the Google Earth attachment. It is a general belief that the continual encroachment of residential parcels is not favorable to the future of agriculture.

The Official Community Plan, Bylaw No. 1210, Policy 5.1.3 states:

"Subject to the policies contained within this Plan, agricultural pursuits shall be given priority within the Agricultural designation and the only uses permitted are those which shall not preclude future agricultural uses."

The CVRD's role in this process is to advise the Agricultural Land Commission whether, in this case, the subdivision of land in the ALR is within the public interest. Any changes claiming current or short-term advantage for an individual must not be outweighed by the long-term importance of maintaining the ALR in a way in which it will benefit the entire community.

For your information, we have attached a copy of the relevant material that is associated with this application.

Options:

1. That application No. 2-C-08 ALR (Gervais) for a subdivision within the Agricultural Land Reserve be forwarded to the Agricultural Land Commission with a recommendation to approve.
2. That application No. 2-C-08 ALR (Gervais) for a subdivision within the Agricultural Land Reserve be forwarded to the Agricultural Land Commission with a recommendation not to approve.

3. That application No. 2-C-08 ALR (Gervais) for a subdivision within the Agricultural Land Reserve be forwarded to the Agricultural Land Commission with no recommendation.

Submitted by,



Leslie Clarke,
Planning Technician
Development Services Department

LC/ca

Department Head's Approval:

Signature

000030



**Cowichan
Valley
Regional
District**

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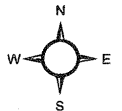
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FILE: 2-C-08-ALR

**Orthophoto
(2004)**



0 25 50 100
Meters

000031



**Cowichan
Valley
Regional
District**

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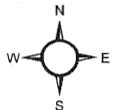
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FILE: 2-C-08-ALR

OCP

Legend

-  Subject Property
-  OCP Electoral Area C



3655

1

3867

A

4956

1

3274

A

DOUGAN RD.

66270 W

228386 G

25402

1

CHERRY POINT ROAD

1386 RW

1

2

1381

12

62862

2

3

23340

4

5

6

11

18740

1

WILDER ROAD

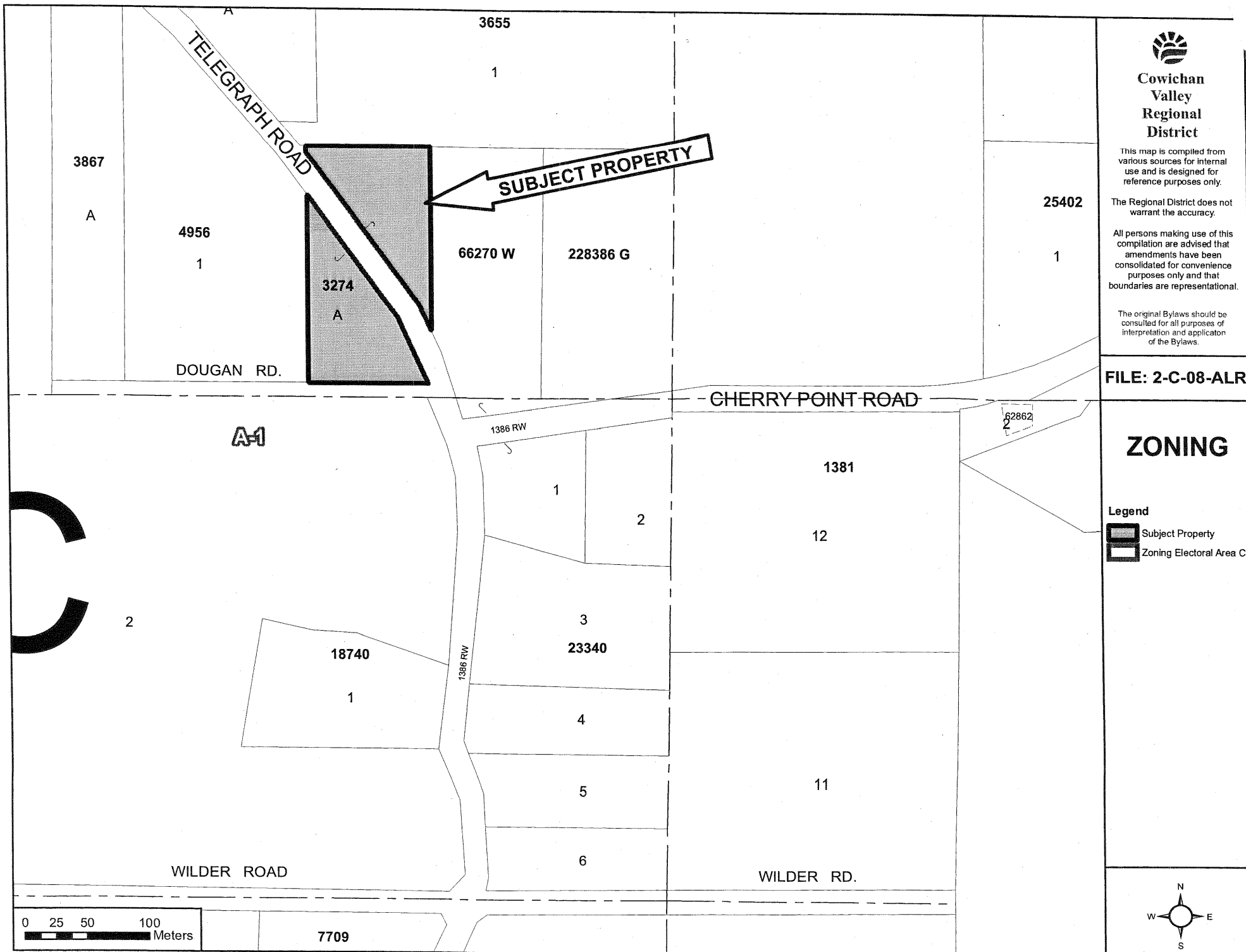
WILDER RD.

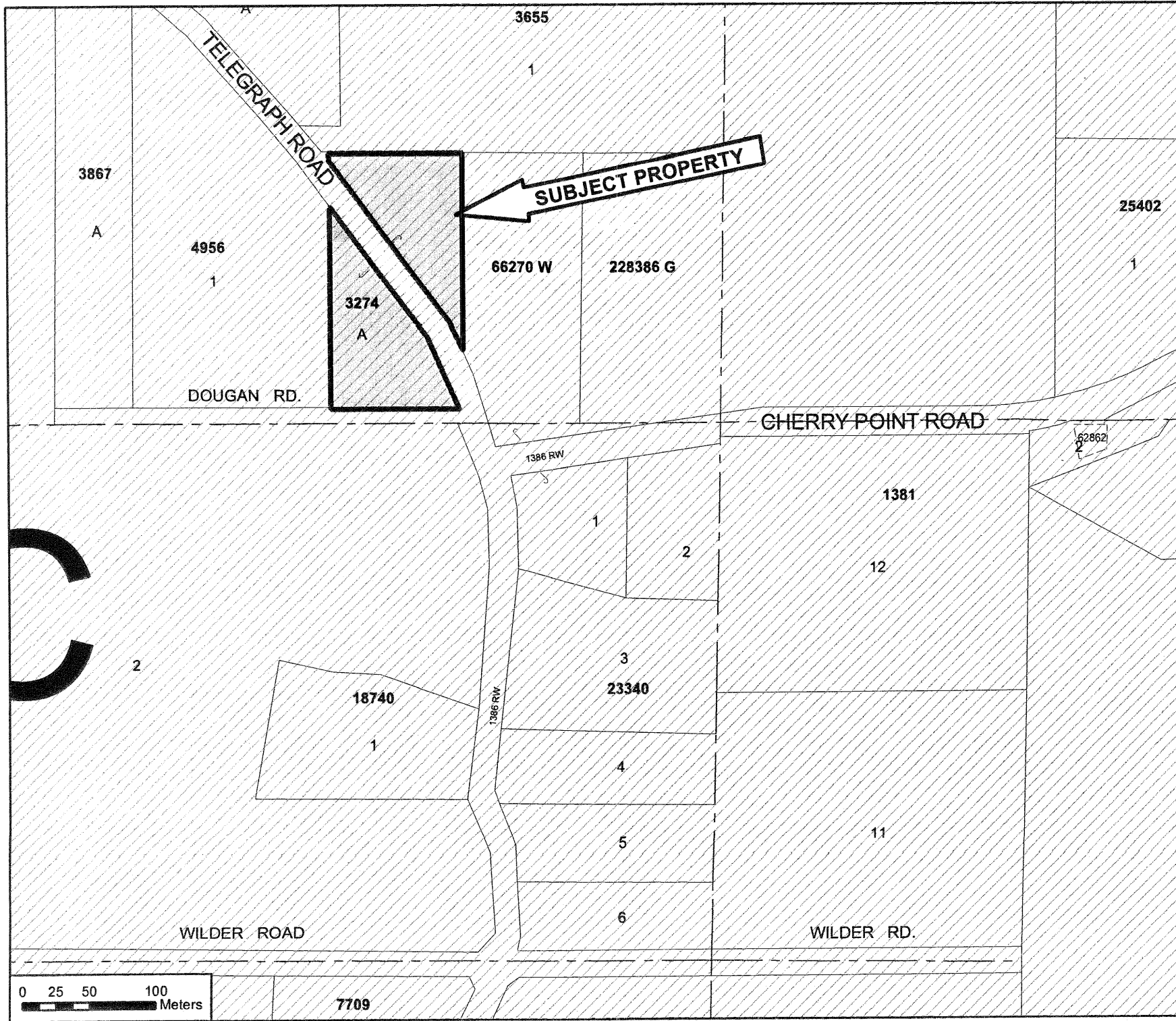
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0 25 50 100
Meters

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Regional
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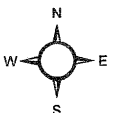
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FILE: 2-C-08-ALR

ALR

Legend

-  Subject Property
-  C_ALR





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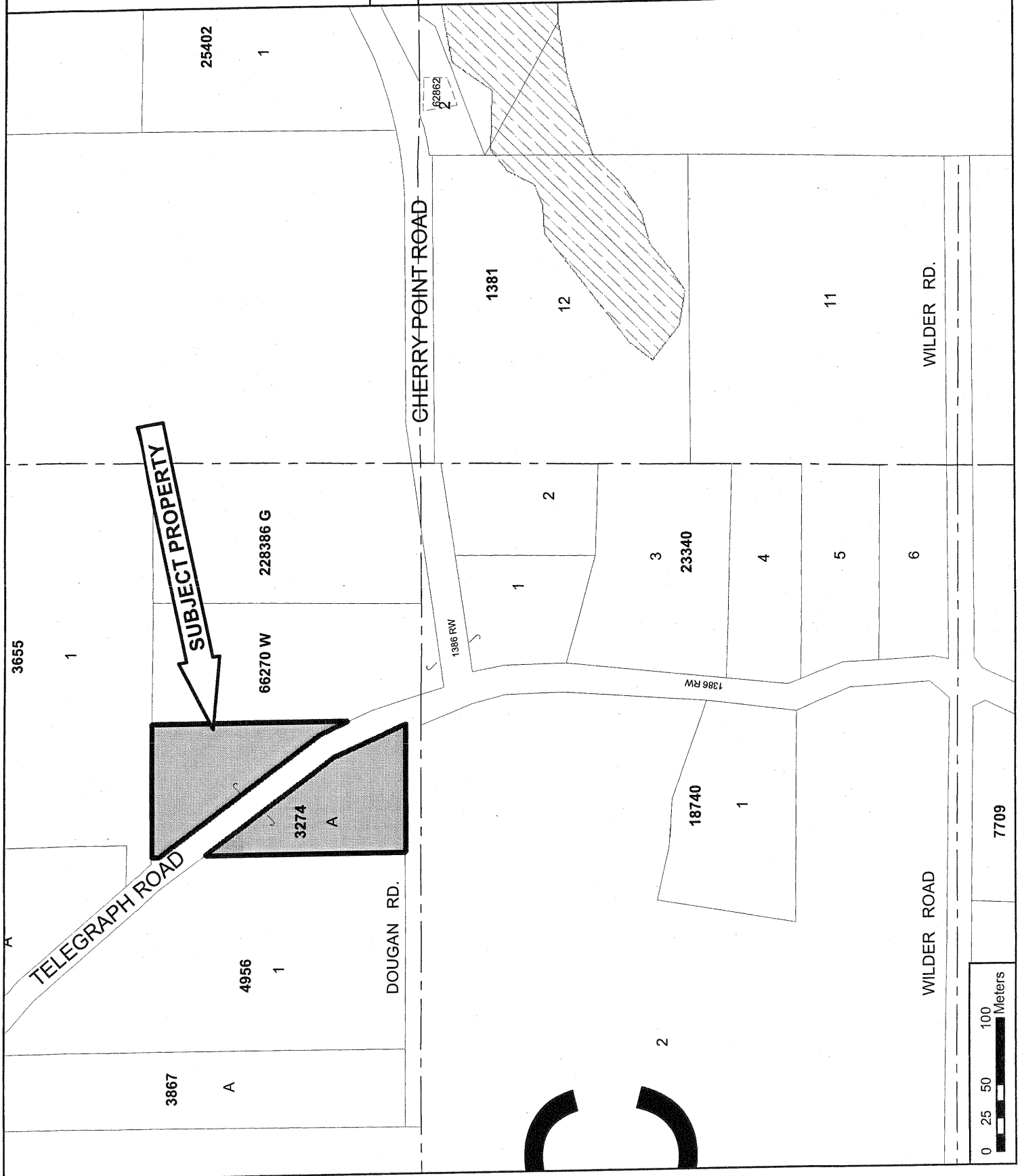
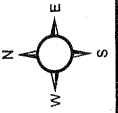
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FILE: 2-C-08-ALR

Sensitive Ecosystem Inventory

Legend



000035



D3

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE OF JANUARY 20, 2009

DATE: January 13, 2009 **FILE NO:** 7-A-08DVP
FROM: Leslie Clarke, Planning Technician **BYLAW NO:**
SUBJECT: Development Variance Permit Application No. 7-A-08DVP
(Tom Jarvis)

Recommendation:

That Application No. 7-A-08DVP by Tom Jarvis for a variance to Section 8.3(b)(3) of Zoning Bylaw No. 2000, by decreasing the setback to a front lot line to 4.8 m (15.7 ft) and decreasing the exterior side lot line to 0.0 m. (0.0 ft) for an accessory building on Lot 3, District Lot 79, Malahat District, Plan 13099, PID 004-716-655) not be approved.

Purpose:

To consider an application to relax the setbacks of an accessory building to a front parcel line by reducing the required front parcel line setback to 4.8 m. (16 ft.), and the exterior side parcel line setback to 0.0 m. (0.0 ft.).

Financial Implications: N/A

Interdepartmental / Agency Implications: CVRD Building Inspection has placed a Stop Work order on property. Notification of the outcome of this application will be forwarded to Building Inspection.

Background: The applicant constructed a building within the required setbacks from lot lines of the Cowichan Valley Regional District Bylaw #2000.

Location of Subject Property: 1695 Sandy Beach Road

Legal Description: Lot 3, District Lot 79, Malahat District, Plan 13099 (PID: 004-716-655)

Date Application and Complete Documentation Received: September 29, 2008

Owner: Tom William Jarvis & Corrine Mara Jarvis

Applicant: Tom Jarvis

Size of Parcel: ± 0.12 ha. (0.29 ac.)

000036

Zoning: R2-A (Suburban Residential - Restricted)

Setback Permitted by Zoning: Front parcel line 7.5 metres (24.6)
Exterior side 4.5 metres (14.8 ft)

Proposed Setback: Front parcel line 4.8 metres (15.7 ft)
Exterior side line 0.0 m. (0.0 ft)

Existing Plan Designation: Suburban Residential

Existing Use of Property: Residential

Existing Use of Surrounding Properties:

North: Residential
South: Residential
East: Saanich Inlet
West: Residential

Services:

Road Access: Sandy Beach Road
Water: Well
Sewage Disposal: Septic

Agricultural Land Reserve Status: Out

Environmentally Sensitive Areas: This property abuts the Saanich Inlet. It is also located within 100 m. of John's Creek and Bamberton Provincial Park. Both the park and the creek are considered to contain sensitive eco systems.

Archaeological Site: An archaeological site has been identified within 50 metres of the property, along the foreshore to the south.

Background:

The subject property fronts on Sandy Beach Road and slopes steeply downward in an easterly direction to meet with the waters of the Saanich Inlet. There is an existing single family residence situated approximately half way between the road and the high water boundary. The applicant has constructed a 22 m² utility shed on the property at the same elevation as the road and parking area. The applicant has stated in his application that the location was chosen due to the topography of the lot and the locations of existing buildings and services.

Planning Division Comments:

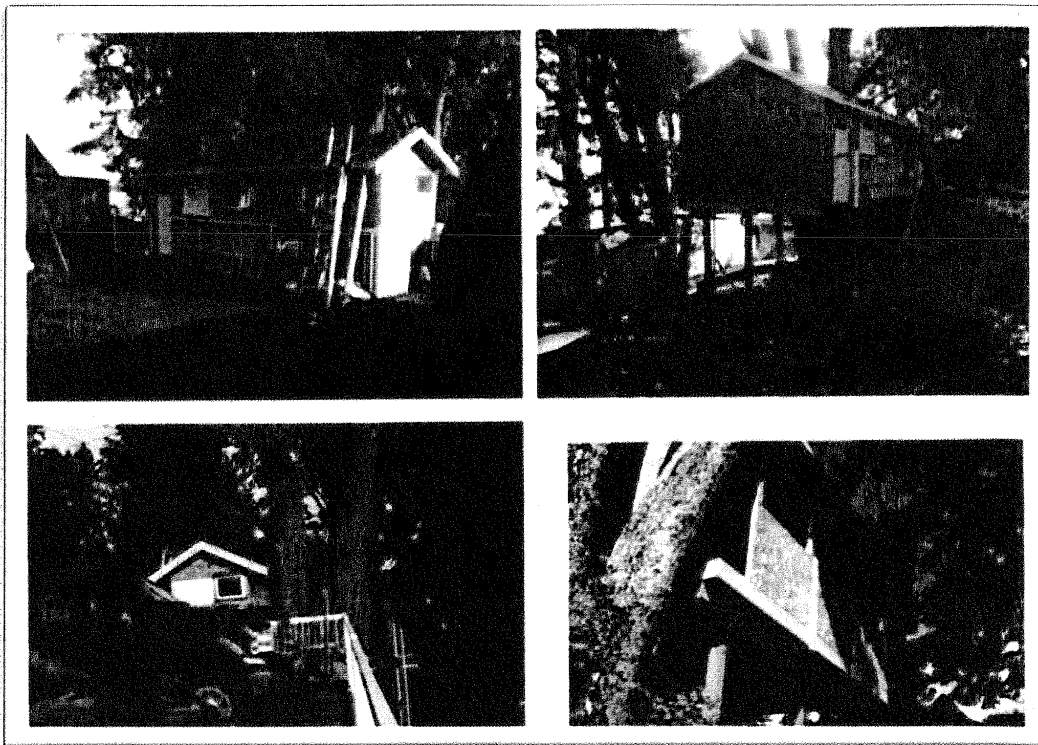
Staff completed a site visit on November 3, 2008. The subject property slopes steeply toward the Saanich Inlet and has a residence and 2 accessory structures in place. One accessory structure appears to be a small garden shed, while the structure in question is larger, estimated to be approximately 22m². The accessory building has been constructed so that it now requires a minor variance to the front yard setback and a major variance, zero lot line setbacks on the

000037

exterior side. The side yard in question borders a public water access to Saanich Inlet that although undeveloped appears to have pedestrian use. The applicant is requesting that the Regional District vary the required setbacks so as to legalize the location of the structure.

There is a pre-existing concrete retaining wall running perpendicular with the road and north of the dwelling. Please see attached site plan. This retaining wall protects the access to the residence and retains fill for a parking area. The wall has now been used as a support/foundation for one side of the subject accessory building. The structure is sited so that it encroaches 4.8 metres into the required front set back and 3.0 metres into the exterior side setback. This has made the exterior side lot line setback 0.0 metres, and the front set back 2.7 metres, both of which abut public road accesses. An inspection and subsequent stop work order by the CVRD Building Inspection, outlining the failure to comply with setback requirements as one of the outstanding issues, prompted the applicant to apply for this variance. The applicant was also advised to contact the Ministry of Transportation regarding a relaxation of their setback requirements and has since obtained approval from the Ministry, their file # 00013.

The location of this structure and how it may be impacting neighbouring properties was considered when staff undertook a site visit. The visual impact from the road (front lot line) appears as a modest single storey accessory structure, having little if any visual impact on neighbouring properties. However from the direction of the public beach access the visual and physical impact increases dramatically. The structure appears as a single storey building elevated to a further second storey by exposed post supports having the visual affect of impeding on the public access. The design may also pose a safety issue when the underside is left open to possible public trespass. The impression of a structure towering over the public access path and possibly posing a safety issue is believed to impact upon the enjoyment and use of this public water access.



Surrounding Property Owner Notification and Response:

A total of eight (8) letters were mailed-out or hand delivered, as required pursuant to CVRD Development Application and Procedures and Fees Bylaw No. 2255. The notification letter described the purpose of this application and requested comments regarding this variance within a recommended time frame. At the time of writing, no comments have been received regarding this application.

If any written comments are received by the time of the Electoral Area Services Committee meeting, these will be distributed at that time, and if further comments are received prior to the Regional Board meeting, we will do the same at the Board.

Options:

1. That the application by Tom Jarvis for a variance to Section 8.3(b)(3) of Zoning Bylaw No. 2000, by decreasing the setback to a front lot line to 4.8 m (15.7 ft) and decreasing the exterior side lot line to 0.0 m. (0.0 ft) on Lot 3, District Lot 79, Malahat District, Plan 13099, PID004-716-655, **be approved.**
2. That the application by Tom Jarvis for a variance to Section 8.3(b)(3) of Zoning Bylaw No. 2000, by decreasing the setback to a front lot line to 4.8 m (15.7 ft) and decreasing the exterior side lot line to 0.0 m. (0.0 ft) on Lot 3, District Lot 79, Malahat District, Plan 13099, PID004-716-655, **be denied.**

Submitted by,



Leslie Clarke,
Planning Technician
Development Services Department

LC/
Attachments

Department Head's Approval:

Signature

000039



Cowichan
Valley
Regional
District

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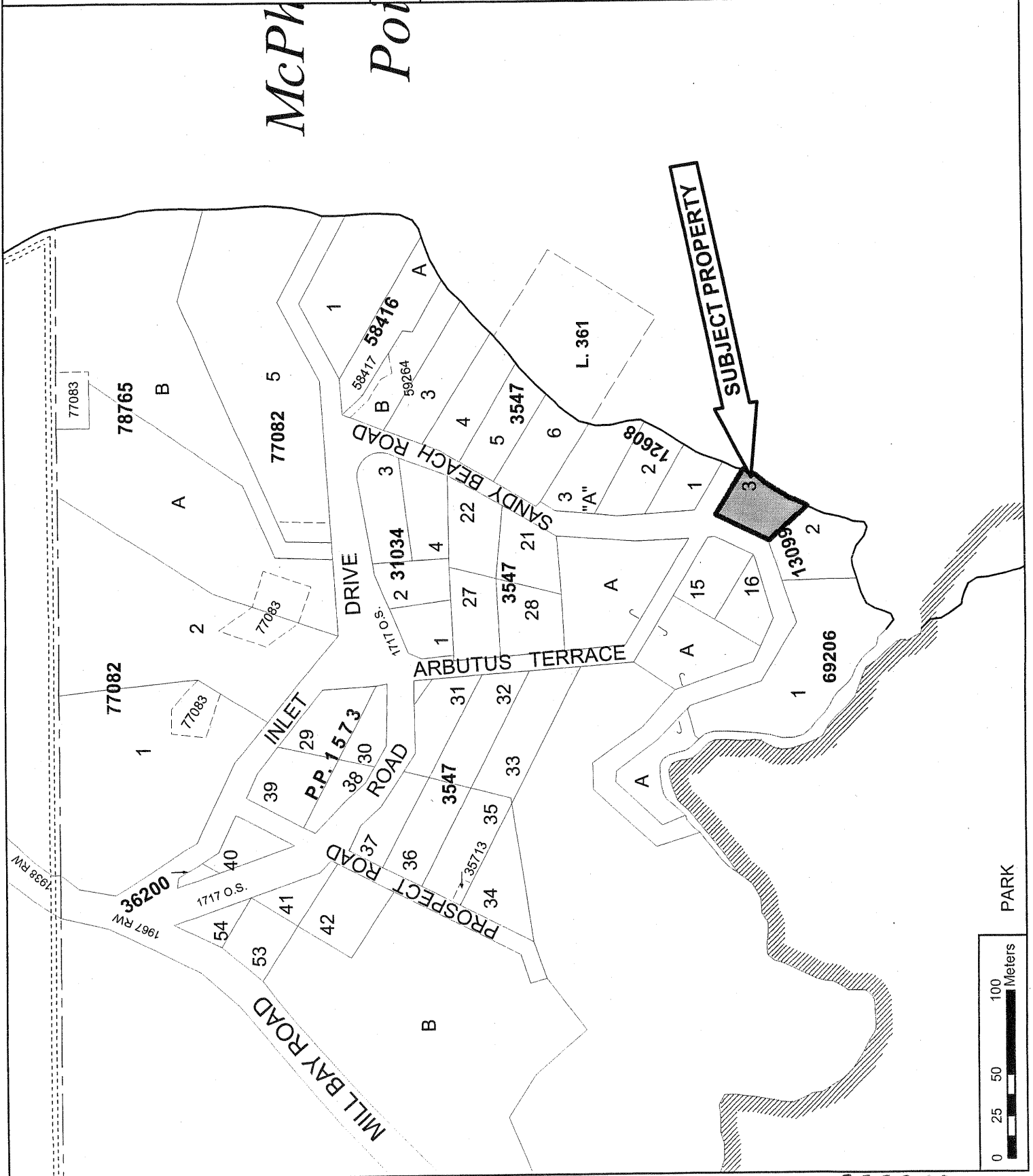
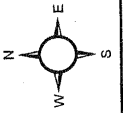
The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

FILE: 7-A-08-DVP

Legend



Subject Property



McPherson Point

000040

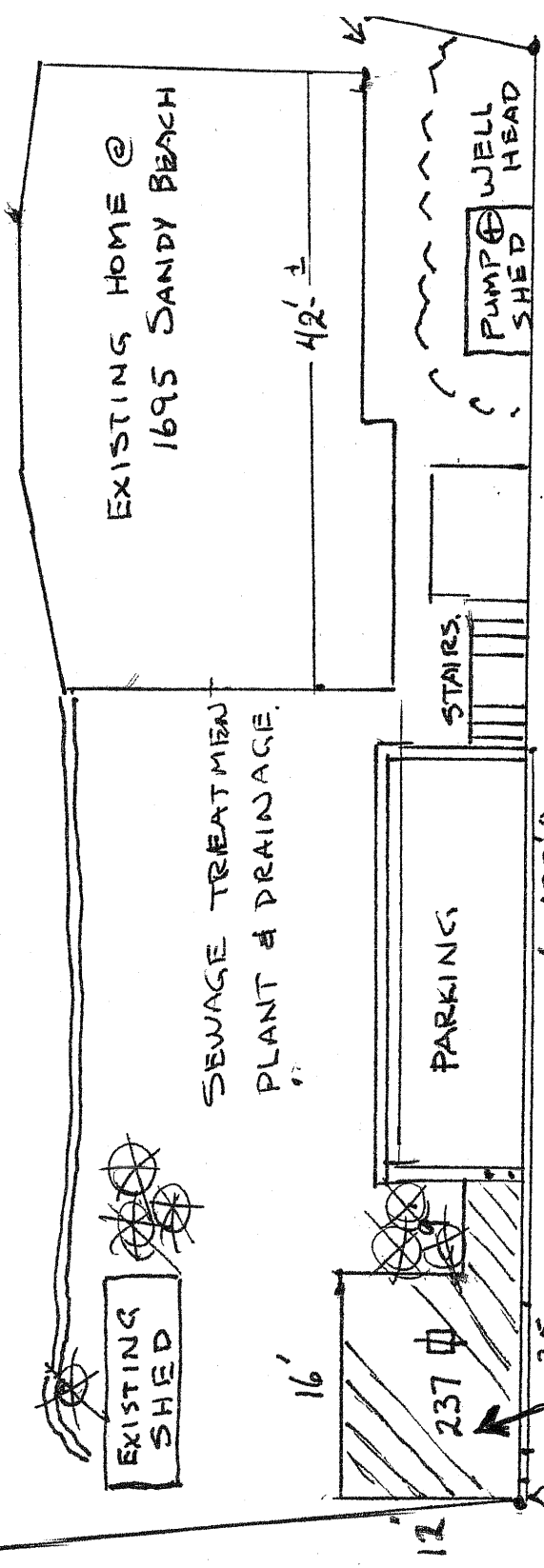
TIDAL BEACH

HIGH WATER

Q.R.P.

ROAD BASEMENT

89'-0" ±



UTILITY'S
FOR MR. J
@ 1695 SF

140000



COWICHAN VALLEY REGIONAL DISTRICT

DEVELOPMENT VARIANCE PERMIT

NO: 7-A-08 DVP

DATE: _____

TO: Tom William Jarvis

ADDRESS: 1695 Sandy Beach Road

1. This Development Variance Permit is issued subject to compliance with all of the bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Variance Permit applies to and only to those lands within the Regional District described below (legal description) for purposes of locating an accessory building:

Lot 3, District Lot 79, Malahat District, Plan 13099 (PID: 004-716-655)

3. Zoning Bylaw No. 2000 applicable to Section 8.3(b)(3), is varied as follows:
decreasing the setback to a front lot line to 4.8 m (15.7 ft) and decreasing the exterior side lot line to 0.0 m. (0.0 ft)
4. The following plans and specifications are attached to and form a part of this permit.
 - Schedule A – Site Plan
5. The land described herein shall be developed in substantial compliance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit shall form a part thereof.
6. This Permit is not a Building Permit. No certificate of final completion shall be issued until all items of this Development Variance Permit have been complied with to the satisfaction of the Development Services Department.

AUTHORIZING RESOLUTION NO. _____ PASSED BY THE BOARD OF
THE COWICHAN VALLEY REGIONAL DISTRICT THE _____ DAY OF ____
_____ 2007

Tom Anderson, MCIP
Manager, Development Services

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

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

Signature

Witness

Owner/Agent

Occupation

000042



D4

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE OF JANUARY 20, 2009

DATE: January 8, 2009 **FILE NO:** 2-E-08 ALR
FROM: Rachelle Moreau, Planning Technician **BYLAW NO:**
SUBJECT: Application No. 2-E-08ALR
(Fred & Andrea VanHuizen)

Recommendation:

That Application No. 2-E-08ALR submitted by Rockycrest Holsteins Ltd. made pursuant to Section 20(3) of the *Agricultural Land Commission Act* to place a third dwelling on the subject property be forwarded to the Agricultural Land Commission with a recommendation to accept the application.

Purpose:

To place a mobile home on the property in order to provide a residence for the owners' son or hired hand.

Background:

Location of Subject Property: 4440 Koksilah Road

Legal Description: Section 3, Range 8, Quamichan District, Except that Part Thereof Included Within the Boundaries of Parcel A (DD95041¹) Of Said Section 3 and Except That Part Thereof Included Within the Boundaries of Plan 8279 and Also Except That Part Thereof Containing 0.6 of an Acre, More or Less, lying North East of Koksilah River

Date Application and Complete Documentation Received: July 9, 2008

Owner: Rockycrest Holsteins Ltd., Inc. No. BC 0088834

Applicant: Rockycrest Holsteins Ltd. (Fred and Andrea Van Huizen)

Size of Parcel: 35.03 Ha

Existing Zoning: Primary Agricultural (A-1)

Minimum Lot Size Under Existing Zoning: 12 Ha

000043

Existing Plan Designation: Agriculture

Existing Use of Property: Dairy Farm

Existing Use of Surrounding Properties:

North: Residential
 South: Fields and Forest (owned by the applicant)
 East: Residential
 West: Residential

Services:

Road Access: Koksilah Road
Water: Well
Sewage Disposal: Septic

Agricultural Land Reserve Status: In

Soil Classification:

Revised CLI Maps:

Soil Classification	% of subject property (Unimproved)	% of subject property (Improved)
1	0	9
2	27	18
3	27	55
4	18	0
5	10	18
<u>TOTAL</u>	100	100

Explanation of Land Capability Classifications:

- Class 1 lands have no limitations for Agricultural Production;
- Class 2 lands have minor limitations for Agricultural Production;
- Class 3 lands have moderate limitations for Agricultural Production;
- Class 4 lands have limitations that require special management practices;
- Class 5 lands have limitations that restrict capability to produce perennial forage crops;
- Class 6 lands is non-arable but is capable of producing native and/or uncultivated perennial forage crops;
- Class 7 lands have no capability for arable culture.

- Subclass "A" indicates soil moisture deficiency;
- Subclass "D" indicates undesirable soil structure and/or low perviousness;
- Subclass "P" indicates stoniness;
- Subclass "T" indicates topography limitations;
- Subclass "W" indicates excess water.

000044

Environmentally Sensitive Areas: A TRIM stream with possible fish presence is located on the east side of the subject property and appears to be a tributary of the Koksilah River. Additionally, a non-TRIM stream runs north-south in the centre of the property. However, the proposed dwelling is not within 30 m of either stream, therefore a Riparian Areas Regulation Assessment is not required.

Archaeological Site: None have been identified.

The Proposal:

An application has been made to the Agricultural Land Commission (ALC) pursuant to Section 20(3) of the *Agricultural Land Commission Act* (Application for a non-farm use) for the purpose of constructing a dwelling on the subject property, which is to be occupied by the owner's son or hired hand.

Planning Division Comments:

Currently the owners operate a dairy farm on the subject property and there are two dwellings on the property. The owners live in one of the dwellings and there is a tenant occupying the other. Initially one of the owners' sons lived in one of the dwellings and it was intended that the other son would live in the proposed mobile home. The owners are requesting permission to construct a mobile home to house either one of the sons or a hired hand, both of whom would work on the farm.

The ALR Use, Subdivision & Procedure Regulation will permit additional accommodation on a single parcel of land without making application to the Land Commission provided that it is either 1) a single-family dwelling for the accommodation of farm help; 2) a manufactured home for the owner's immediate family; and 3) a secondary suite. However, as there are already two homes on the property and, as CVRD policy is to direct applications for more than one dwelling on a single parcel of land within the ALR to the ALC for review, this application was made as a non-farm use application.

The zoning for this property is A-1 (Primary Agricultural), which permits a single-family dwelling, a second single-family dwelling or mobile home on parcels 6 ha or larger, a small suite on parcels two hectares or larger and an additional single family dwelling as required for agricultural use.

Cowichan Koksilah Official Community Plan Policy 4.1.7 states, "*One additional dwelling other than the main farm residence may be permitted on an agricultural parcel provided it may be proven to the satisfaction of the Regional District to be necessary to the farm operation. Such uses must also receive the approval of the BC Agricultural Land Commission.*"

Additionally, Policy 4.1.19 states, "*Two family residential dwellings or mobile homes are permitted on agricultural land greater than 6.0 hectares in size, however, approval of the BC Agricultural Land Commission is required if the land is within the Agricultural Land Reserve.*"

Therefore, this proposal would comply with the CVRD Electoral Area E Zoning Bylaw and OCP provided that the third dwelling is either "required for agricultural use" or complies with the regulations governing small suites.

As was noted above, the Canada Land Inventory soil classification identifies the agricultural capacity of the subject property to be 27% Class 2, 27% Class 3, 18% Class 4 and 10% Class 5 with soil moisture deficiency and undesirable soil structure. With soil improvement methods, such as irrigation, 9% of the soil is improvable to Class 1, 18% Class 2, 55% Class 3, and 8% Class 5. As noted above, the land is actively farmed and the location for the proposed dwelling is not currently used for crops and borders on a treed area.

Government Agency Comments:

The Electoral Area E Advisory Planning Commission met on November 13, 2008 without reaching a quorum, and they discussed this application at that time. They submitted to us the following comments and recommendation:

It was moved and seconded that the application be accepted.

Options:

The CVRD Board's Policy with respect to ALR non-farm use applications is to forward applications to the ALC only if the proposed non-farm use complies with CVRD Bylaws, which in this case it does.


1. That Application No. 2-E-08 ALR submitted by Rockycrest Holsteins Ltd. made pursuant to Section 20(3) of the *Agricultural Land Commission Act* to place a third dwelling on the subject property be forwarded to the Agricultural Land Commission with a recommendation to accept the application.
2. That Application No. 2-E-08 ALR submitted by Rockycrest Holsteins Ltd. made pursuant to Section 20(3) of the *Agricultural Land Commission Act* to place a third dwelling on the subject property be forwarded to the Agricultural Land Commission with a recommendation to deny the application.

Submitted by,



Rachelle Moreau,
Planning Technician
Development Services Department

RM/ca

<p>Department Head's Approval:</p>  <p>Signature</p>

000046



Cowichan
Valley
Regional
District

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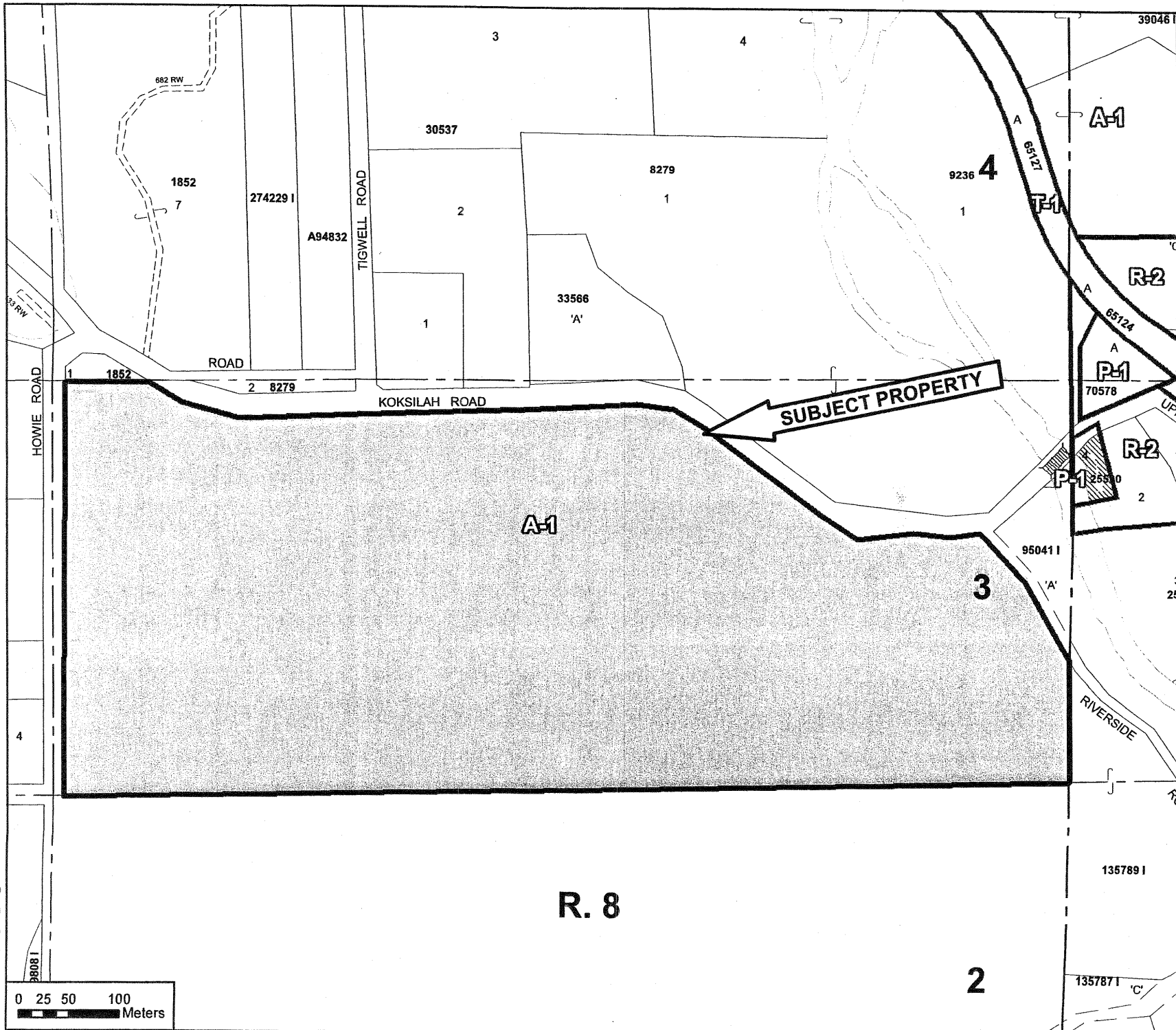
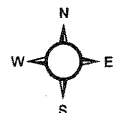
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FILE:2-E-08-ALR

ZONING

Legend

-  Subject Property
-  Zoning Electoral Area E



R. 8

2

3

A-1

R-2

A-1

P-1

P-1

R-2

70578

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65124

A

R-1

A

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39046 I

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1808

135787 I 'C'

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RIVERSIDE

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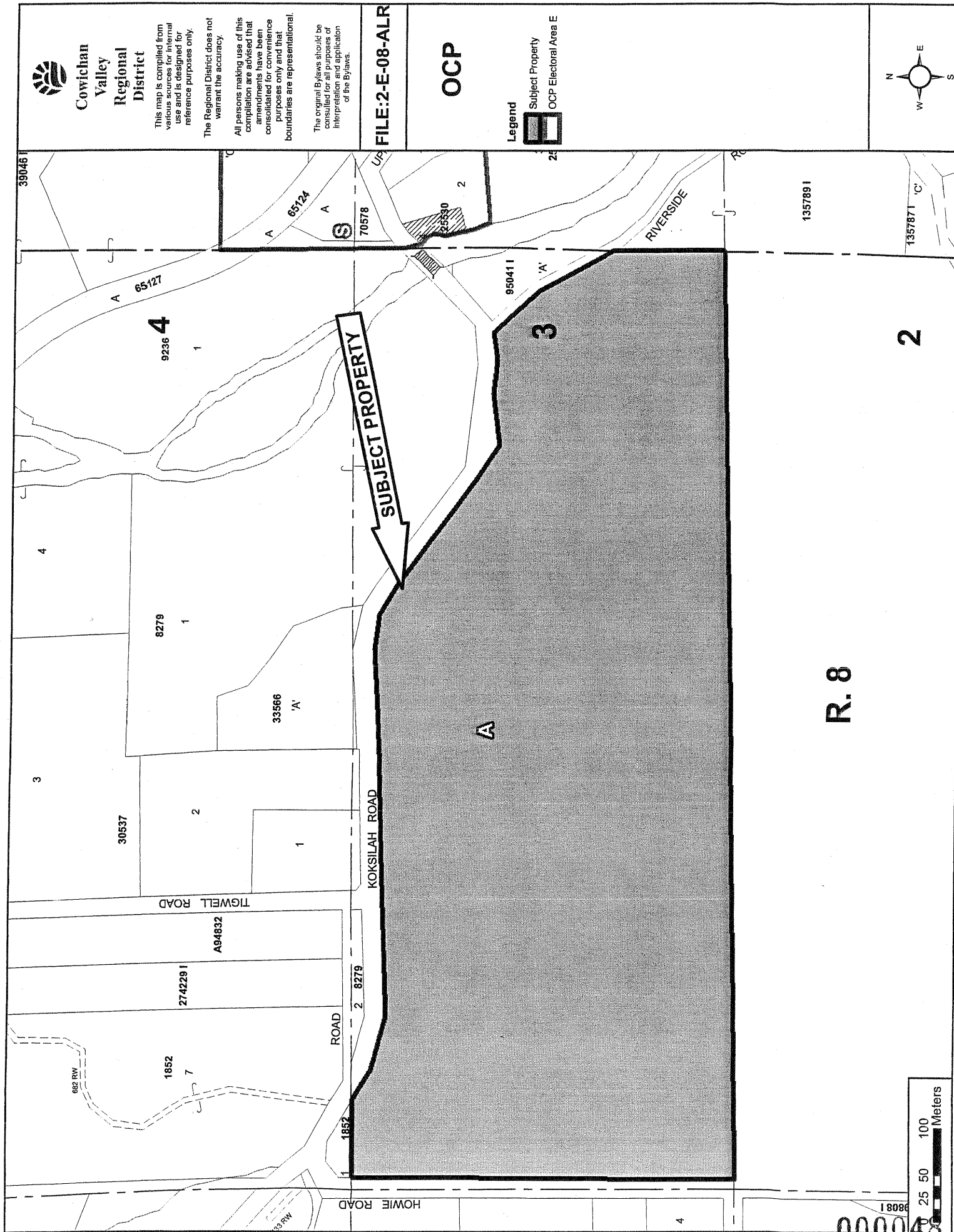
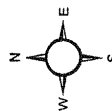
FILE:2-E-08-ALR

OCP

Legend



Subject Property
OCP Electoral Area E



R.8

0 25 50 100 Meters

000048



**Cowichan
Valley
Regional
District**

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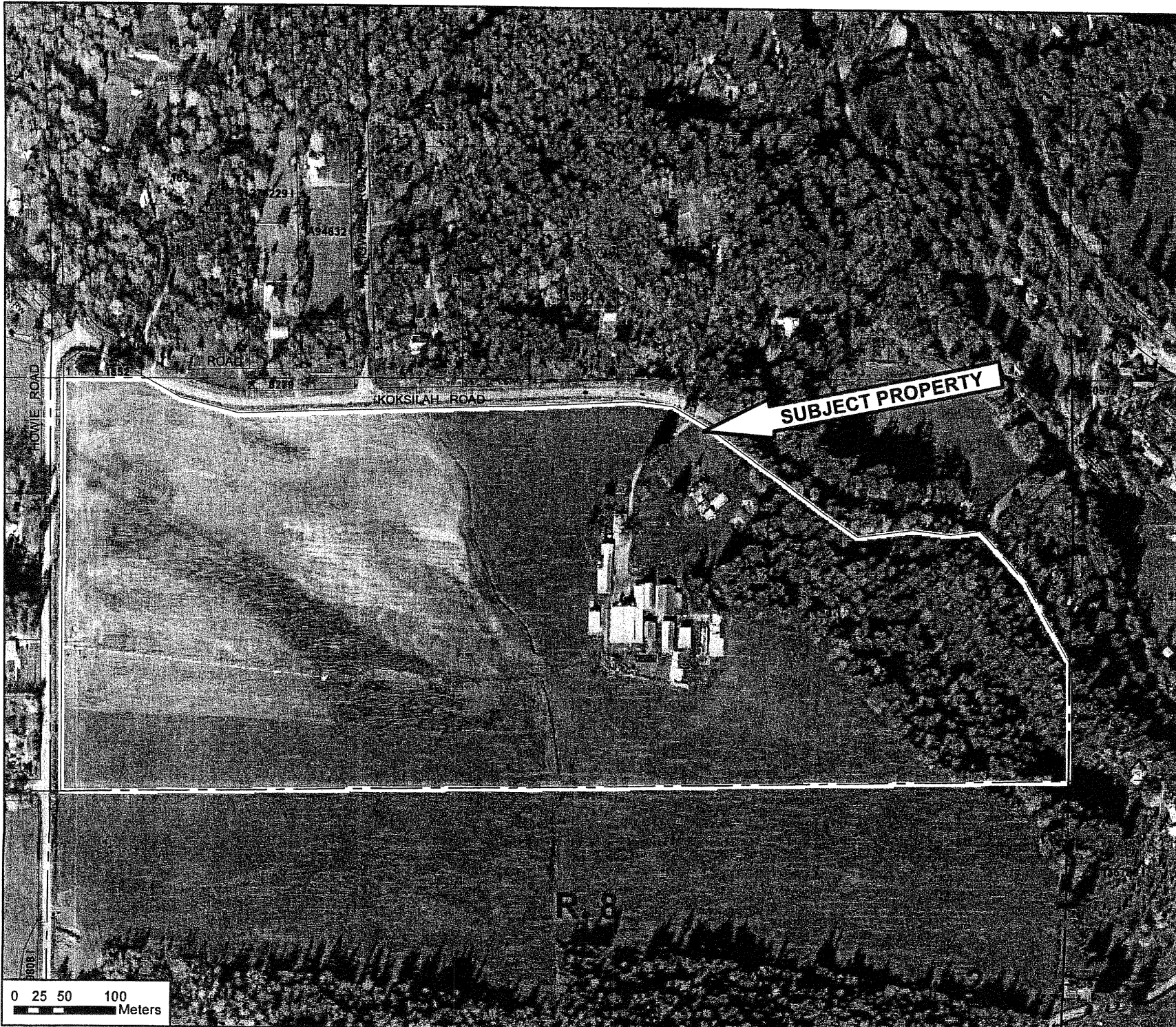
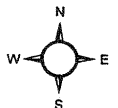
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FILE:2-E-08-ALR

**Orthophoto
(2004)**



0 25 50 100
Meters

000049

Proposal:

We purchased this active dairy farm in November of 2005. Currently, we have two houses on the property. We live in house #1 (see photograph) and our son Phillip lives in house #2. However, we have one more son, Luke who also works actively on the farm and needs a home so he does not have to commute. We would like set up a 14 x 66 ft. mobile home in area #3, parallel with the bush (so he is within walking distance of the barns and work). This area is idle for a mobile home because it is away from the barns and is not used for crops. The area where the mobile home will be will remain open (no fences will be erected). The only area covered for this proposal is the size of the trailer (14 x 66 ft) and room for a vehicle

Current use of Land:

This parcel's main and only use is that of an active dairy farm. The land is cropped four times a year for feed for our cows. The bush area located beside house # 1 is used for our water supply for the irrigation.. There are underground pipes that go down to a pump house. This area is all hill and bush. As mentioned there are two homes, main dairy barn that houses our milking cows, a hip roof barn that contains the dairy parlor and maternity pen and a heifer barn that holds our young stock. Behind these barns are three silos that are used for feed. By house #2 there are machine sheds and a repair shop. There is a large driveway/parking area between house #2 and the barns, providing ample room for transport trucks to turn around (for example, the milk truck)

Our second parcel (P.I.D. 007-449-283) is bush (see photo) which we do not use at this time.

Uses on Adjacent Lots:

Our farm is either surrounded by bush or roads.

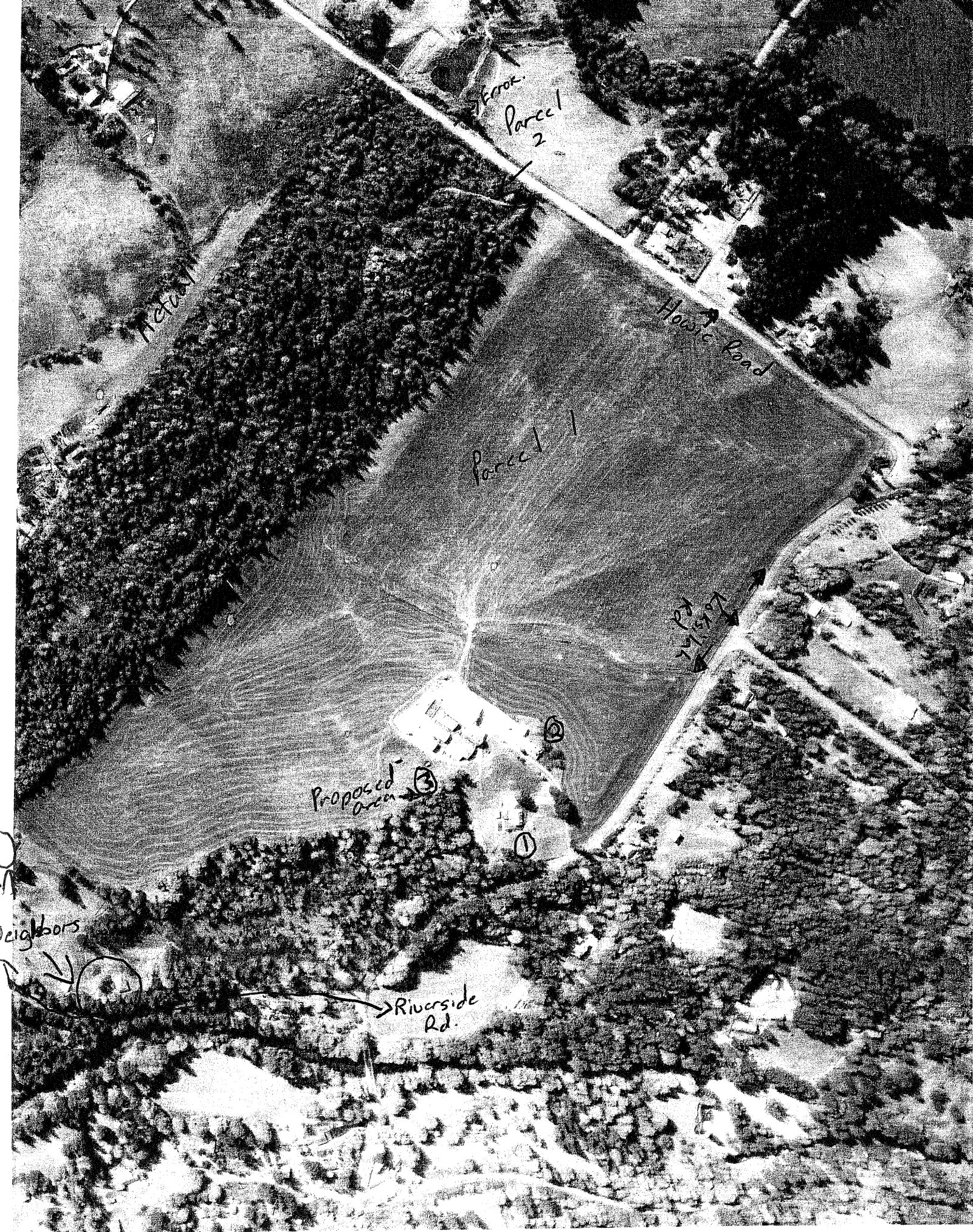
North- our property to the north faces Koksilah Rd. and we have one neighbor who lives across the road. They are family of the previous owners of this farm, and their sons work part time for us. There are three other homes along Koksilah Rd. adjacent to our property.

East- There are two neighbors to the east

South- we own parcel # 2 to the south (bush) and there is an alpaca farm behind that

West- our parcel goes to Howie Rd. and there are four homes on the other side of the road.

Note: All adjacent properties listed above are privately owned residences.



000051



D5

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE OF JANUARY 20, 2009

DATE: January 13, 2009 **FILE NO:** 2-B-08DVP
FROM: Leslie Clarke, Planning Technician **BYLAW NO:**
SUBJECT: Development Variance Permit Application No. 2-B-08DVP
(Byron Weaver)

Recommendation:

That the application by Byron Weaver for a variance to Section 8.5 (b)(3) of Zoning Bylaw No. 985, by decreasing the setback to a front parcel line for an existing residence from 7.5 metres to 4.9 metres, the setback for and exterior side from 4.5 metres to 2.0 metres and the setback for a rear parcel line from 4.5 to 2.5 metres on Lot 6, Block 3, Section 2, Range 4, Shawnigan District, Plan 1520, be approved and issued at such time as the property line between Lot 6 and Lot 7 is deleted and the 2 lots are amalgamated into one.

Purpose:

To consider an application to relax setbacks from lot lines for an existing older residence, and to allow an approximately 304 m² addition to this residence.

Financial Implications: N/A

Interdepartmental / Agency Implications: N/A

Background: This application is for an existing older residence that had been constructed prior to the zoning Bylaws, and to allow an addition to this residence.

Location of Subject Property: 1756 Wilmot Avenue

Legal Description: Lot 6 Block 3, Section 2, Range 4, Shawnigan District, Plan 1520 (PID: 007-324-286)

Date Application and Complete Documentation Received: October 30 2008

Owner: Byron Haydon Weaver and Lynn Marie Taylor

Applicant: Byron Weaver

Size of Parcel: Lot 6 468.77m² and Lot 7, 439.32 m²

Zoning: R-3 (Urban Residential)

000052

Setback Permitted by Zoning: Front 7.5 m
 Rear 4.5 m
 Exterior Side 4.5 m

Proposed Setback: Front 4.9 metres
 Rear 2.5 m
 Exterior Side 2.0 m

Existing Plan Designation: Urban

Existing Use of Property: Residential

Existing Use of Surrounding Properties:

North: Residential (commercial zone)
 South: Residential
 East: Residential
 West: Residential

Services:

Road Access: Wilmot Avenue
Water: Lidstech Holdings
Sewage Disposal: Septic

Agricultural Land Reserve Status: Out

Environmentally Sensitive Areas: No sensitive areas apparent on either the CVRD cadastral mapping or the Cowichan Valley Regional District Habitat Atlas.

Archaeological Site: None Identified

Planning Division Comments:

The subject residence is located on Lot 6, Plan 1520 located at 1756 Wilmot Avenue in Shawnigan Lake village. It should be noted that the existing residence predates the zoning bylaws and is non-conforming by way of setbacks and lot coverage.

The applicant also owns the adjoining Lot 7 and has stated that the first step in his proposed development will be to delete the common property line between lots 6 and 7, forming one larger parcel. The deletion of this common lot line is necessary to bring the dwelling into conformity with the lot coverage requirements of Bylaw No. 985, prior to commencing any further development. The deletion of this common lot line will also extinguish the interior side yard setback non-conformance. The next step of the applicant's proposal would be to construct a two storey addition with an approximate 304 m² foot print to the existing residence.

Please note that although the address is Wilmot Avenue, by definition within the Zoning Bylaw, the front property line is defined as that property line abutting Dundas Road, the exterior side is abutting Wilmot Avenue and the rear property line borders an unnamed lane. The proposed addition is expected to have little if any impact upon neighbouring properties. Please refer to the attached plot plan to see the location of the dwelling, the proposed addition and the existing lot lines.

To allow this proposal to proceed the applicant is requesting a variance to the required front parcel line set back from 7.5 metres to 4.9 metres, a variance to the exterior side parcel line from 4.5 m to 2.0 m and a variance for the rear parcel line setback from 4.5m to 2.5 m. These requests will accommodate the existing nonconforming dwelling and the proposed addition. Please see attached sketch and site plan.

The applicant has previously contacted the Ministry of Transportation and has received a relaxation of the required Ministry setbacks from roads.

Surrounding Property Owner Notification and Response:

A total of thirty one (31) letters were mailed-out or hand delivered, as required pursuant to CVRD Development Application and Procedures and Fees Bylaw No. 2255. The notification letter described the purpose of this application and requested comments regarding this variance within a recommended time frame. At the time of writing, one comment has been received in favour of the application.

If any written comments are received by the time of the Electoral Area Services Committee meeting, these will be distributed at that time, and if any more comments are received prior to the Regional Board meeting, we will do the same at the Board.

Options:

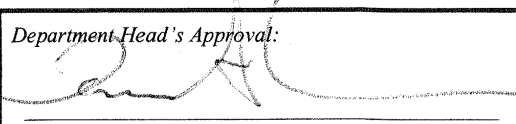
1. That the application by Byron Weaver for a variance to Section 8.5 of Zoning Bylaw No. 985, by decreasing the setback to a front parcel line for an existing residence from 7.5 metres to 4.9 metres, the setback for and exterior side from 4.5 metres to 2.0 metres and the setback for a rear parcel line from 4.5 to 2.5 metres on Lot 6, Block 3, Section 2, Range 4, Shawnigan district, Plan 1520, be **approved**.

2. That the application by Byron Weaver for a variance to Section 8.5 of Zoning Bylaw No. 985, by decreasing the setback to a front parcel line for an existing residence from 7.5 metres to 4.9 metres, the setback for and exterior side from 4.5 metres to 2.0 metres and the setback for a rear parcel line from 4.5 to 2.5 metres on Lot 6, Block 3, Section 2, Range 4, Shawnigan district, Plan 1520, be **denied**.

Submitted by,



Leslie Clarke,
Planning Technician
Development Services Department

<p>Department Head's Approval:</p> 
<p>Signature</p>



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FILE: 2-B-08-DVP

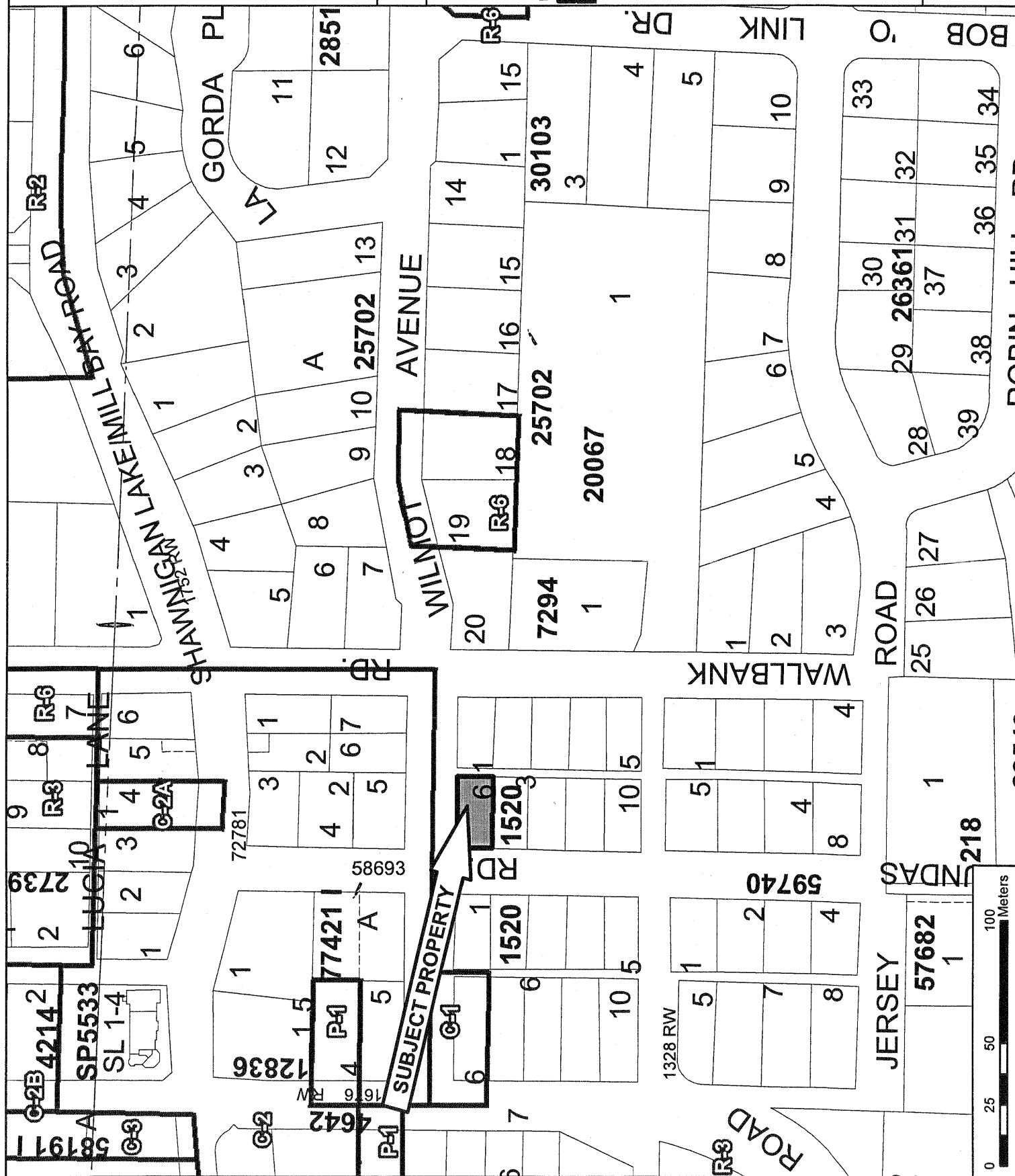
ZONING

Legend



Subject_Property
Zoning Electoral Area B

2

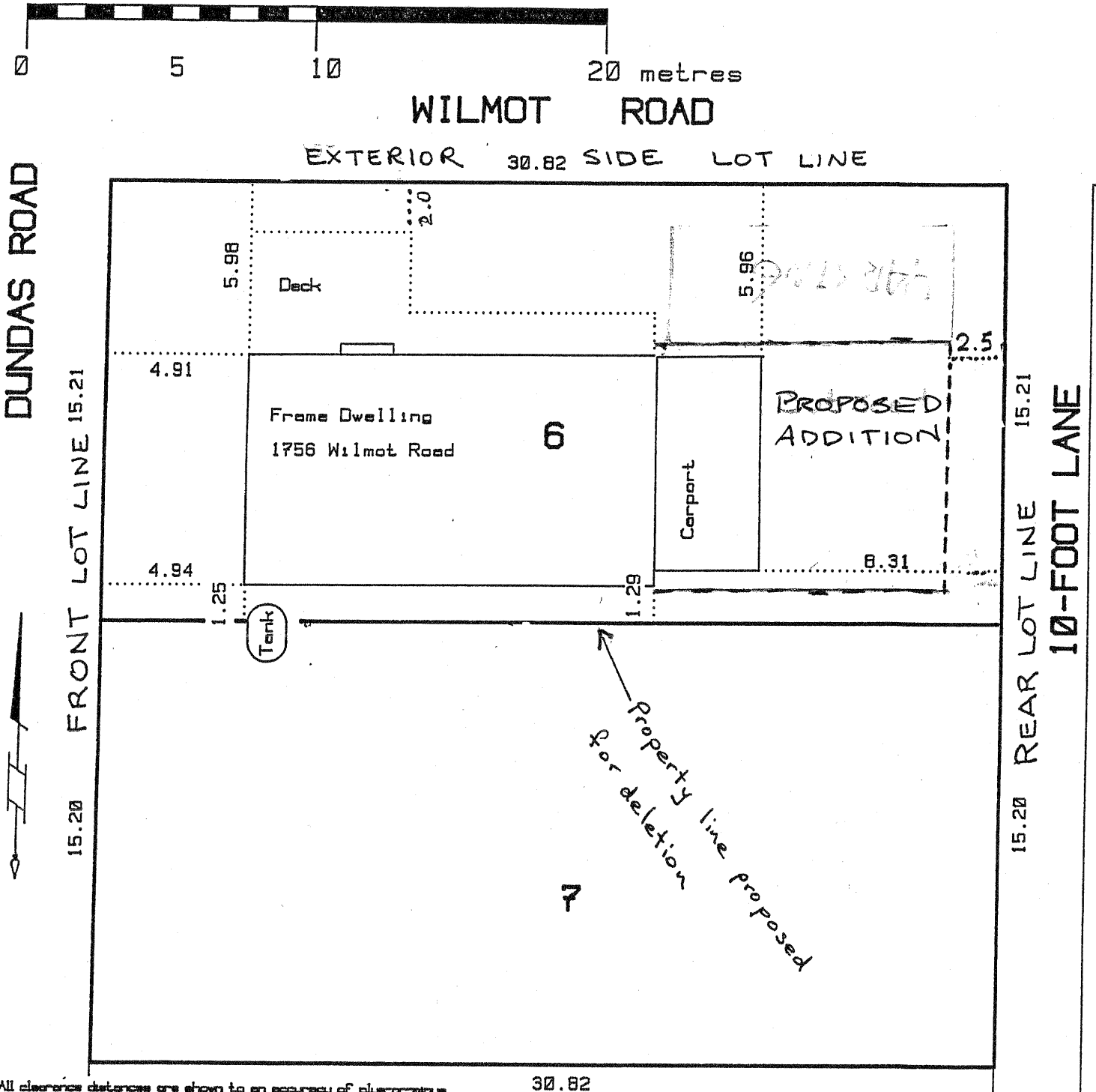


100 Meters

000055

SITE-SURVEY SHOWING IMPROVEMENTS ON LOT 6 AND ENCROACHMENTS ON LOT 7. BK 3. S.2. R.4. SHAWNIGAN DISTRICT. PLAN 1520.

Scale 1:200 (All dimensions are in metres.)



All clearance distances are shown to an accuracy of plus or minus 0.03 metres. This is to certify that the structure on the above lot lies wholly on the said lot and does not encroach on any adjoining lot or road. Certified correct this 15th day of April, 2004.

© Robin LeGerff
E.C.L.S.

* The septic tank and field do encroach on Lot 7.

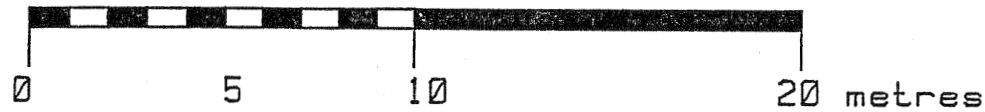
Robin LeGerff, B.C. Land Surveyor
56-1751 Northgate Rd., RR 1,
Cobble Hill, B.C., V0R 1L0
Phone / fax 250-743-4912

Zone R-3: Minimum Set-Backs		
	Principal	Accessory
Front	75	75
Side	152 / 45	152 (or 145) / 10
Rear	45	45

000056

SITE-SURVEY SHOWING IMPROVEMENTS ON LOT 6 AND ENCROACHMENTS ON LOT 7, BK 3, S.2, R.4, SHAWNIGAN DISTRICT, PLAN 1520.

Scale 1:200 (All dimensions are in metres.)



WILMOT ROAD

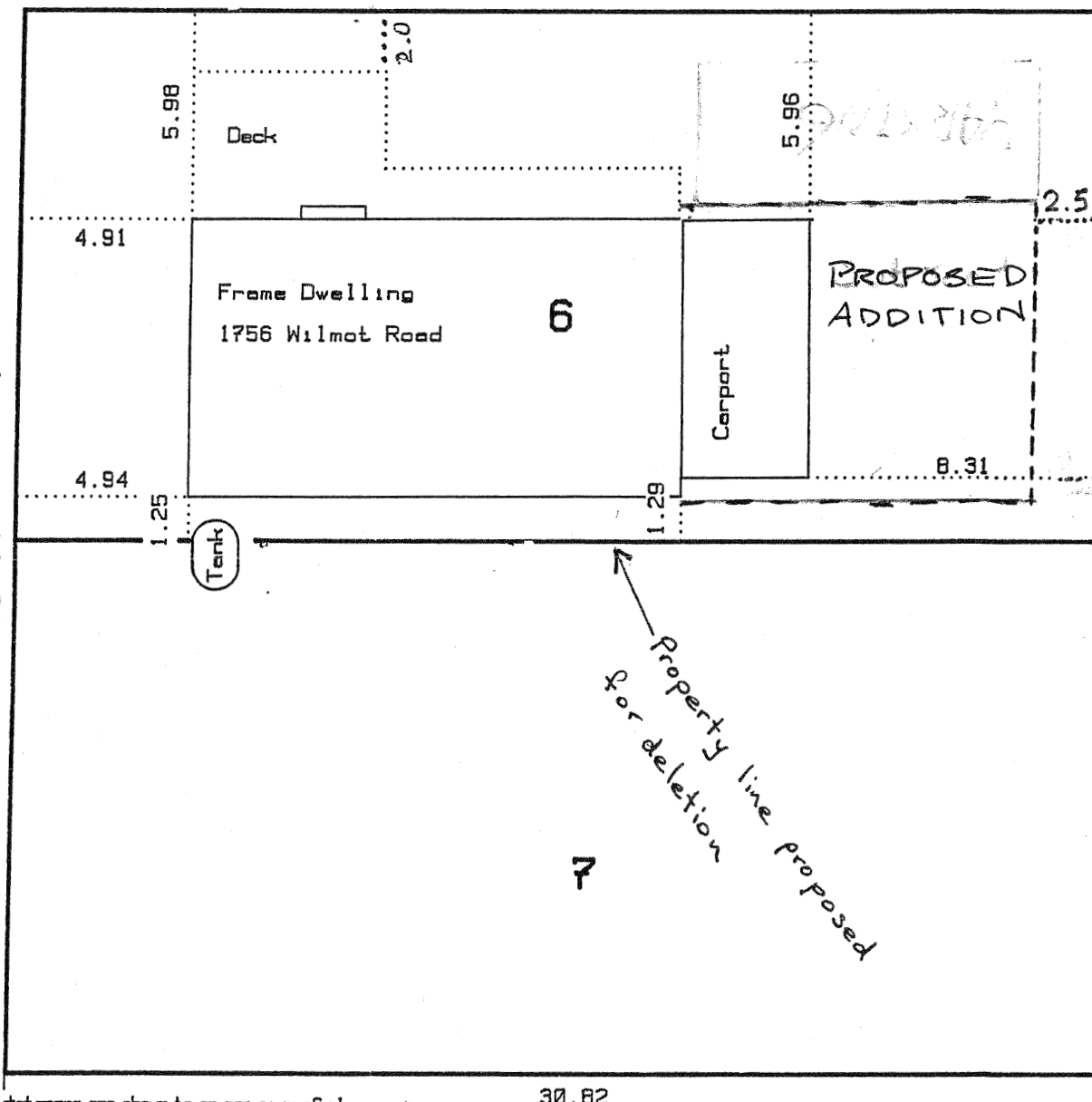
EXTERIOR 30.82 SIDE LOT LINE

DUNDAS ROAD

FRONT LOT LINE 15.21

REAR LOT LINE 15.21

10-FOOT LANE



All clearance distances are shown to an accuracy of plus or minus 0.03 metres. This is to certify that the structure on the above lot lies wholly on the said lot and does not encroach on any adjoining lot or road. Certified correct this 15th day of April, 2004.

© Robin LeGerff
B.C.L.S.
* The septic tank and field do encroach on Lot 7.

Zone R-3: Minimum Set-Backs

	Principal	Accessory
Front	7.5	7.5
Side	15.2 / 4.5	15.2 (int) 4.5 (ext) 10
Rear	4.5	4.5

Robin LeGerff, B.C. Land Surveyor
56-1751 Northgate Rd., RR 1,
Cobble Hill, B.C., V0R 1L0
Phone / Fax 250-743-4912

000005



D6

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF JANUARY 20, 2009

DATE: December 18, 2008

FILE NO: 1-B-08 ALR

FROM: Alison Garnett, Planning Technician

BYLAW NO:

SUBJECT: Application No. 1-B-08 ALR (GT Farms Ltd.)

Recommendation:

That application 1-B-08 ALR by GT Farms, for a boundary lot adjustment on Lot A, Section 15, Range 4, Shawnigan District, Plan 58126 and Lot 12, Section 15, Range 5, Shawnigan District, Plan 1336 be forwarded to the Agricultural Land Commission with a recommendation to approve. And further, that should this application proceed to subdivision approval, that staff recommend registration of a covenant prohibiting further subdivision of the new Lot A.

Purpose:

To consider an application for a two lot boundary adjustment within the Agricultural Land Reserve

Financial Implications:

N/A

Interdepartmental/Agency Implications:

N/A

Background:

Location of Subject Property: Thain Road

Legal Description: Lot A, Section 15, Range 4, Shawnigan District, Plan 58126
PID 018 606 296
Lot 12, Section 15, Range 5, Shawnigan District, Plan 1336
PID 007 575 661

Date Application and Complete Documentation Received: June 25, 2008

Owner: GT Farms

Applicant: Chuck Farrar

000059

Size of Parcel: Lot A is 3.48 ha
Lot 12 is ± 0.28 ha

Existing Zoning: A-1 (Primary Agriculture)

Minimum Lot Size Under Existing Zoning: 12 hectares in Electoral Areas C and B

Existing Plan Designation: A (Agriculture)

Existing Use of Property: Both lots vacant. Lot A has limited use for grazing

Existing Use of Surrounding Properties:

North: A-1, ALR, operates as a gravel pit
South: Thain Road and F-1
East: E&N Railway and A-1 farm
West: A-1 residential

Services:

Road Access: Thain Road
Water: Existing dug well
Sewage Disposal: N/A

Agricultural Land Reserve Status: Both subject properties are in the ALR

Environmentally Sensitive Areas: none shown in GIS or Environmental Planning Atlas

Archaeological Site: The CVRD has no knowledge of an archaeological site on the subject property.

Soil Classification (if ALR applicable):

Revised CLI Maps:

$$\pm 2 \% \ 5 \underset{A}{T}^6 - 7 \underset{R}{T}^4 \ (5 \underset{P}{T}^6 - 7 \underset{R}{T}^4);$$

$$\pm 61 \% \ 3 \underset{T}{A} \ (2 \underset{D}{D}^8 - 3 \underset{D}{T}^2);$$

$$\pm 37 \% \ 7T$$

(Improved rating is shown in parentheses)

Soil Classification	% of subject property Unimproved	% of subject property (Improved)
2		49
3	61	12
4		
5	1	1
6		
7	38	38
<u>TOTAL</u>	100	100

Explanation of Land Capability Classifications:

- Class 2 lands have minor limitations for Agricultural Production;
- Class 3 lands have moderate limitations for Agricultural Production;
- Class 5 lands have limitations that restrict capability to produce perennial forage crops;
- Class 7 lands have no capability for arable culture.

- Subclass "A" indicates soil moisture deficiency, improvable by irrigation
- Subclass "D" indicates low perviousness, management required
- Subclass "P" indicates stoniness, improvable by stone picking
- Subclass "R" indicates bedrock near the surface or rock outcrops
- Subclass "T" indicates topography limitations, not improvable

Planning Division Comments:

The applicants own two adjoining parcels, located on Thain Road, on the north side of Cobble Hill Mountain. Lot A is a 3.48 ha parcel, zoned A-1 in accordance with Electoral Area B - Shawnigan Lake Zoning Bylaw 985. Lot 12 is a 0.28 ha lot, zoned A-1 in accordance with Electoral Area C - Cobble Hill Zoning Bylaw 1405. Lot 12 is a rectangular shaped parcel adjacent to the E&N Railway. While Lot 12 has no road frontage or legal road access, Lot A has approximately 465 metres of frontage along Thain Road.

Other than a portable workshop located on the most western portion of Lot A, both parcels are vacant and unused. Lot 12 is heavily treed, as is the southeast portion of Lot A. There is a significant slope from Thain Road to the southern portion of Lot A, and generally uneven ground on Lot 12 along the rail line. (Please see attached map supplied by the applicant for an illustration of the topography). The application states that Lot A has been used for a small amount of grazing to support a large dairy operation located further west on Thain Road, which is also owned by the applicant.

This application proposes to consolidate Lot A and Lot 12, and create a new ± 0.7 ha lot. This new proposed Lot B will have approximately 185 metres of road frontage, and therefore will be easily accessible from Thain Road (see attached sketch showing new lot B). The applicants plan to move an existing house onto this new lot. They argue that a residence on Lot 12 would be impractical to access and service, and would interrupt agricultural operations on Lot A. In terms of the benefits to agriculture, if approved, the applicants intend to level the remainder of the ± 3 ha Lot A in order to improve and increase its agricultural capability.

The minimum parcel size for an A-1 zoned property is 12 ha in both Electoral Areas. However, both zoning bylaws permit a boundary adjustment subject to certain criteria. Section 13.3 of Bylaw No. 985 and Section 13.4 of Bylaw No. 1405 state:

The alteration of one or more interior lot lines between two or more parcels is permitted provided that:

- A) No additional parcels are created upon completion of the alteration;*
- B) The alteration does not infringe upon the required setbacks for an existing building or structure located on the parcels;*
- C) The alteration does not reduce the site area required for a sewage disposal system on any parcel being consolidated.*

Clearly criteria A and B are met for this proposal. Additionally, the adequacy of sewage disposal on both lots would be determined by the Vancouver Island Health Authority and the Ministry of Transportation at the subdivision stage.

The Agricultural Land Reserve Use, Subdivision and Procedures Regulation states that a proposed boundary adjustment may be approved by the approving authority, without approval from the Commission, provided certain criteria are met. However, one of those criteria is that no newly created parcel can be less than 1 hectare in size. As the proposed new lot is 0.7 ha in size, Commission approval is required prior to review of this proposal by the Ministry of Transportation.

Both relevant zoning bylaws contain provisions which allow for the creation of a parcel below the minimum parcel size if that parcel is cut in two by a jurisdictional boundary line. If the ALC supports this proposal, and MoT approves the subdivision, we will in effect be creating a situation where a third lot could be created under this provision, as new Lot A will be located within Area C and Area B. Therefore, if this application moves forward to the Ministry of Transportation for subdivision approval, staff may recommend registration of a covenant prohibiting further subdivision of the new Lot A.

There is no consistent land use pattern surrounding the subject properties. The parcel located across from Thain Road is zoned F-1 (Primary Forestry) and appears to be used primarily for residential purposes. Located to the east of the subject properties, and separated by the rail line, are two 16 ha farms. Separated by Leaside Road to the west is an A-1 zoned parcel, which is not located within the ALR. In addition, the applicant owns a 5.5 hectare parcel located to the north, which is zoned A-1, located in the ALR and is used as a gravel pit operation.

As was noted above, the Canada Land Inventory soil classification identifies the agricultural capacity of the subject properties to be 61% Class 3 with soil moisture and topography constraints, and 38% Class 7. The Class 7 soil has no capability for agriculture due to topography limitations. The Class 3 soils are improvable to 49% Class 2 if perviousness is managed. It is important to note that the soil within proposed Lot B is entirely Class 7 due to topography limitations. Additionally, a site inspection by staff shows that existing Lot 12 may also suffer from topography limitations.

Government Agency Comments:

This application was forwarded to the Area C and Area B Advisory Planning Commissions, who reviewed the application at a joint meeting on November 6th, 2008. The minutes from that meeting state:

Moved and seconded that APC Area 'B' and APC Area 'C' recommend approval of the boundary lot adjustment of file No. 1-B-08 ALR subject to registration of a covenant on title(s) prohibiting further subdivision of the new lot A. Carried unanimously.

Options:

1. That application No. 1-B-08 ALR (GT Farms) for a boundary lot adjustment on Lot A, Section 15, Range 4, Shawnigan District, Plan 58126 and Lot 12, Section 15, Range 5, Shawnigan District, Plan 1336 be forwarded to the Agricultural Land Commission with a recommendation to approve. And further, that should this application proceed to subdivision approval, that staff recommend registration of a covenant prohibiting further subdivision of the new Lot A.
2. That application No. 1-B-08 ALR (GT Farms) for a boundary lot adjustment on Lot A, Section 15, Range 4, Shawnigan District, Plan 58126 and Lot 12, Section 15, Range 5, Shawnigan District, Plan 1336 be forwarded to the Agricultural Land Commission with no recommendation.

Submitted by,



Alison Garnett,
Planning Technician
Development Services Department

Department Head's Approval:

Signature

AG/ca

000063



**Cowichan
Valley
Regional
District**

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

The Regional District does not warrant the accuracy.




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

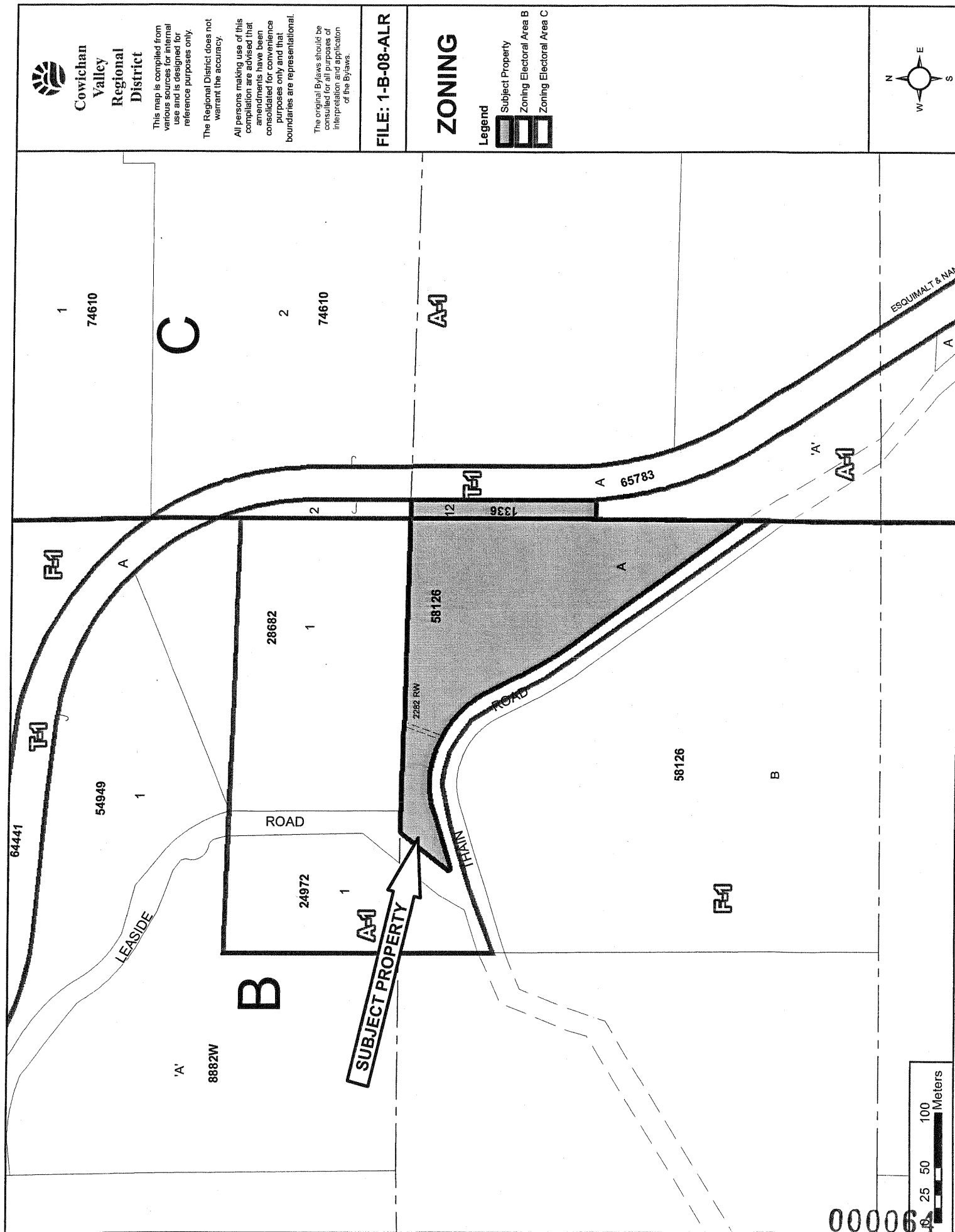
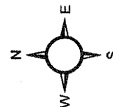
The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

FILE: 1-B-08-ALR

ZONING

Legend

-  Subject Property
-  Zoning Electoral Area B
-  Zoning Electoral Area C



000006



**Cowichan
Valley
Regional
District**

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

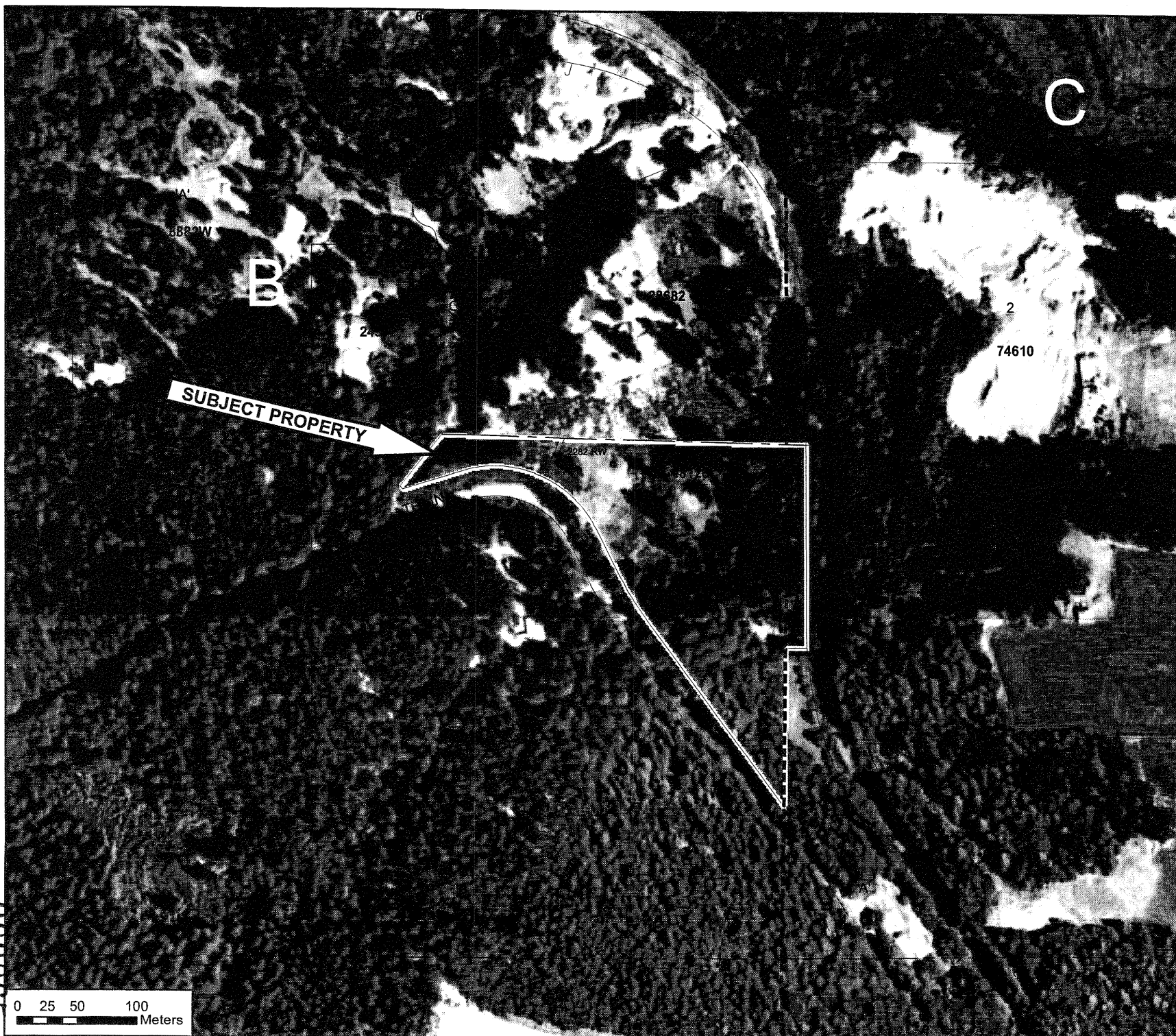
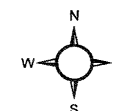
The Regional District does not warrant the accuracy.

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

FILE: 1-B-08-ALR

**Orthophoto
(2002)**






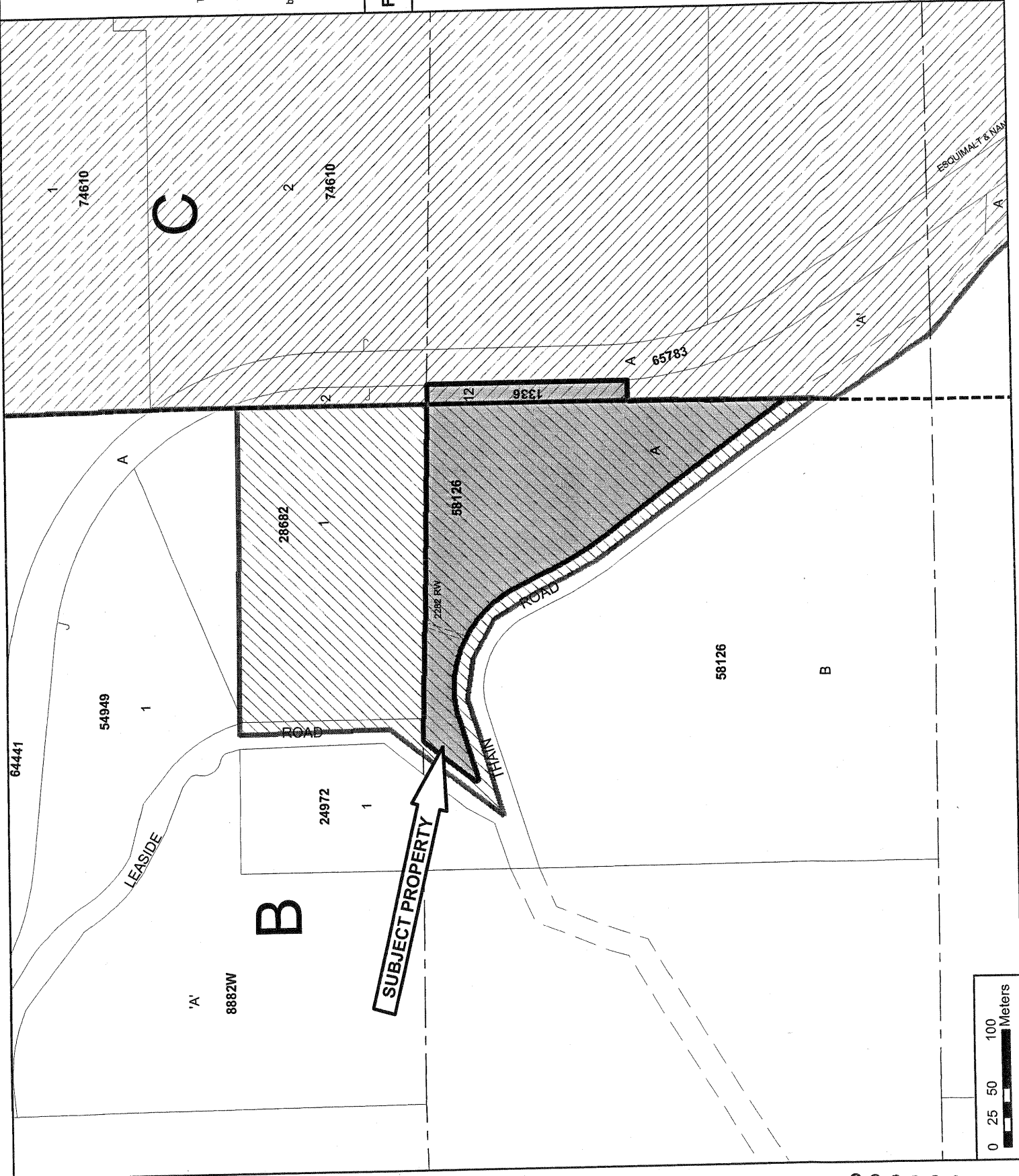
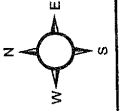


The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

FILE: 1-B-08-ALR

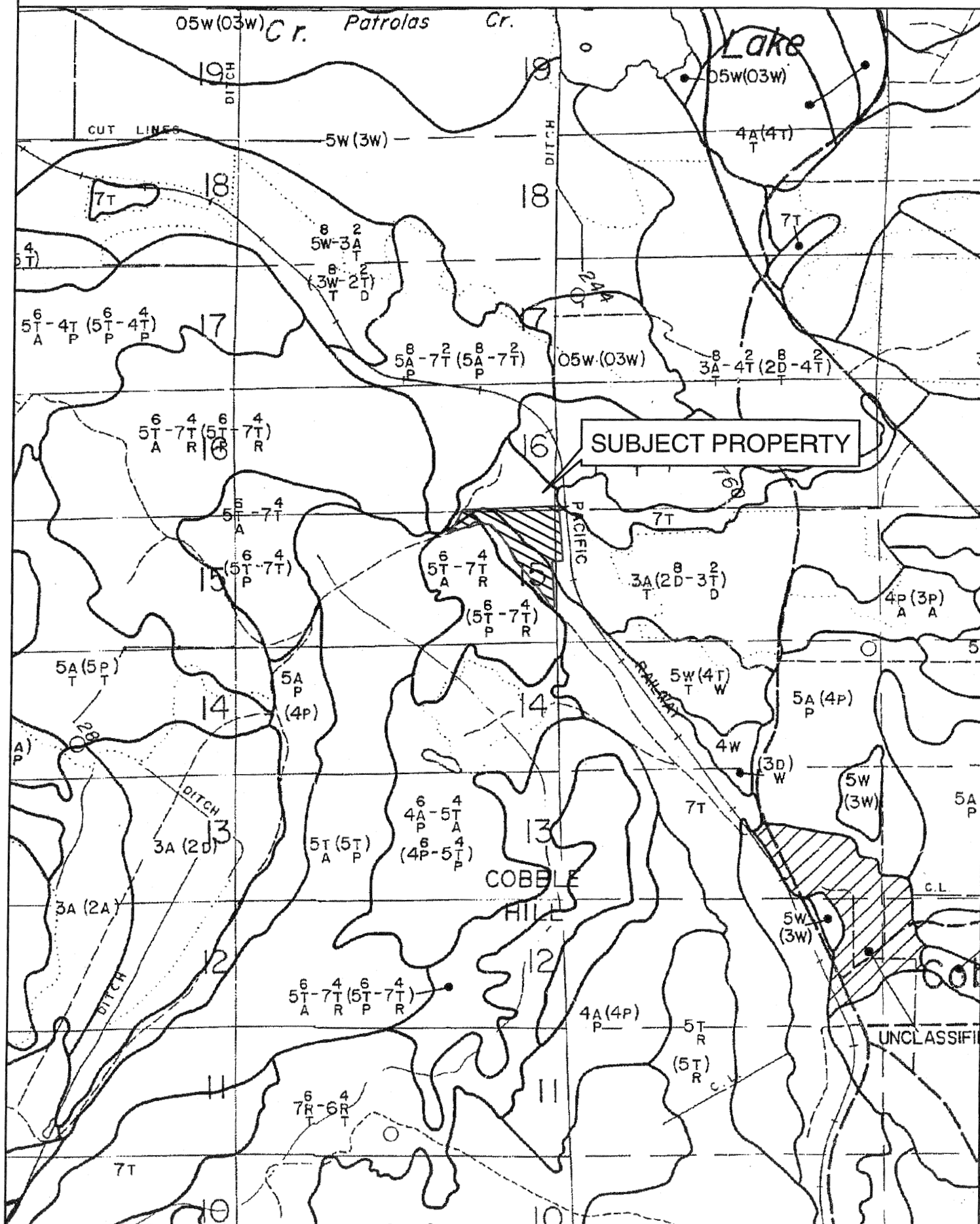
ALR

Subject Property	ALR Area B	ALR Area C
		

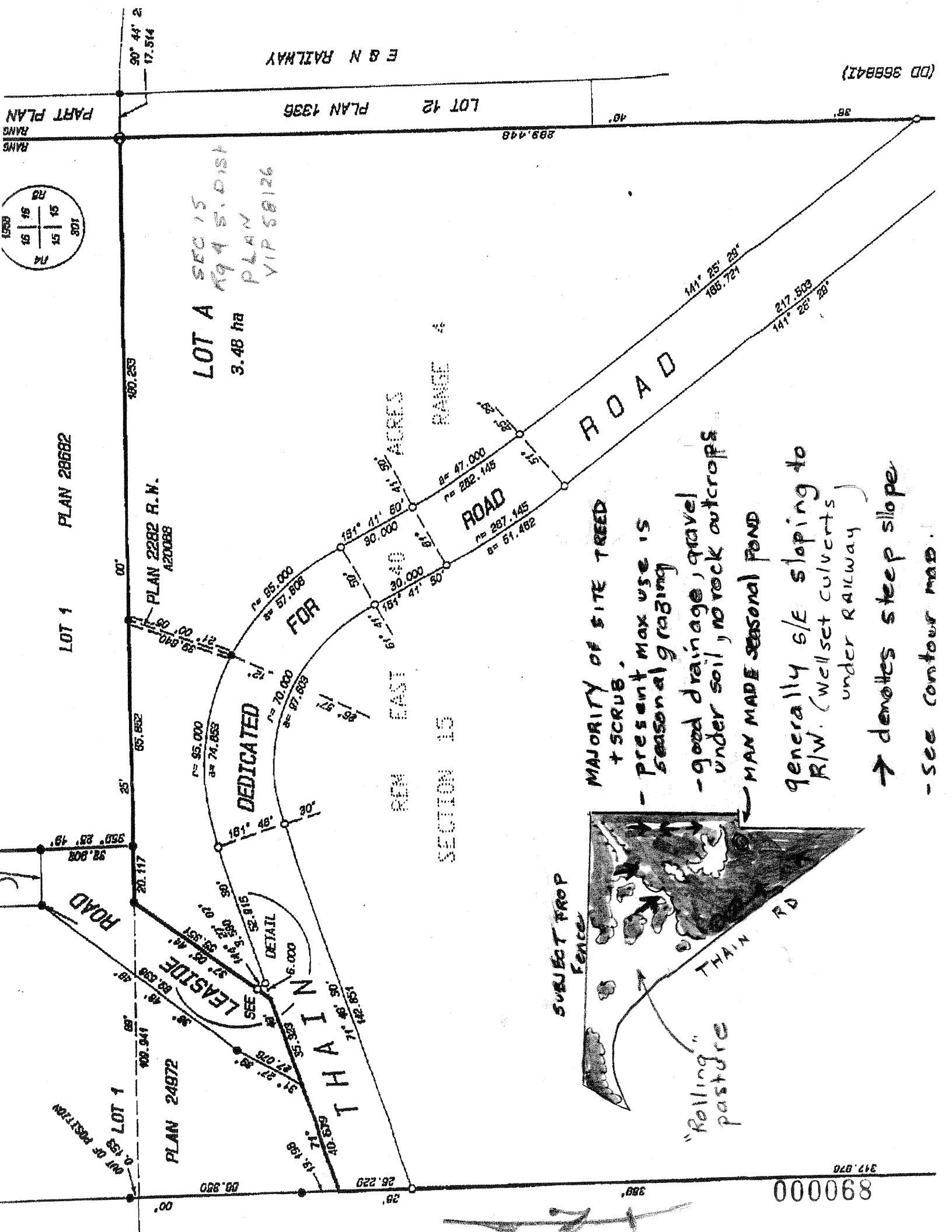


000066

Canadian Land Inventory Soil Capability Map



000067



LOT A SEC 15
R94 S. DIST
PLAN
VIP 58126
3.48 ha

DEDICATED FOR ROAD

SECTION 15

RANGE 4E

RANGE 4

ROAD

ROAD

MAJORITY OF SITE TREED + SCRUB.

- present Max use is seasonal grazing

- good drainage, gravel under soil, no rock outcrops

MAN MADE SEASONAL POND

generally S/E sloping to R/W. (well set culverts under Railway)

→ denotes steep slope

- See contour map.

SUBJECT PROP Fence

"Rolling" pasture

THAIN RD

8900000

317.870

(DD 368B41)

E & N RAILWAY

PLAN 1336 LOT 12

289.448

40°

36°

480.253

00°

25°

48°

60°

00°

PLAN 24972

PLAN 2282 R.N. 120088

PLAN 28682

LOT 1

LOT 1

OUT OF POSITION

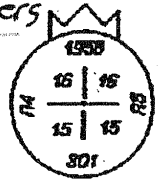


RANGE 4E

PART PLAN

Lot A & B details in meters

Note Lot 12 details in feet from original survey plan



PLAN 28682

82 R.N.
68

LOT A

3.48 ha (BEFORE
SUBDIVISION)
(8.60 AC)

incorporate Lot 12
into Lot A

APPROX 0.72 AC
(0.291 HA)

ACRES

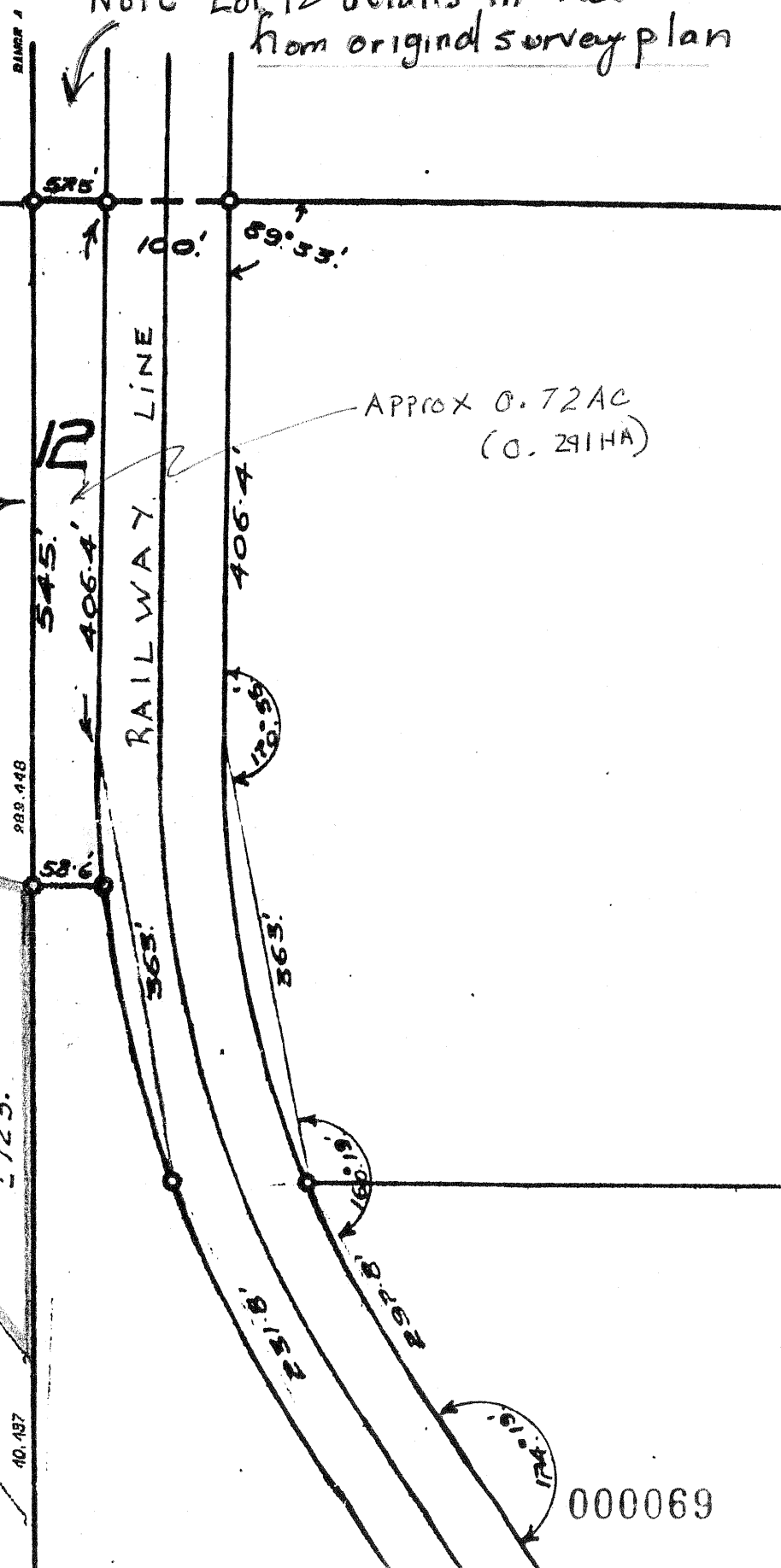
RANGE 4

ROAD

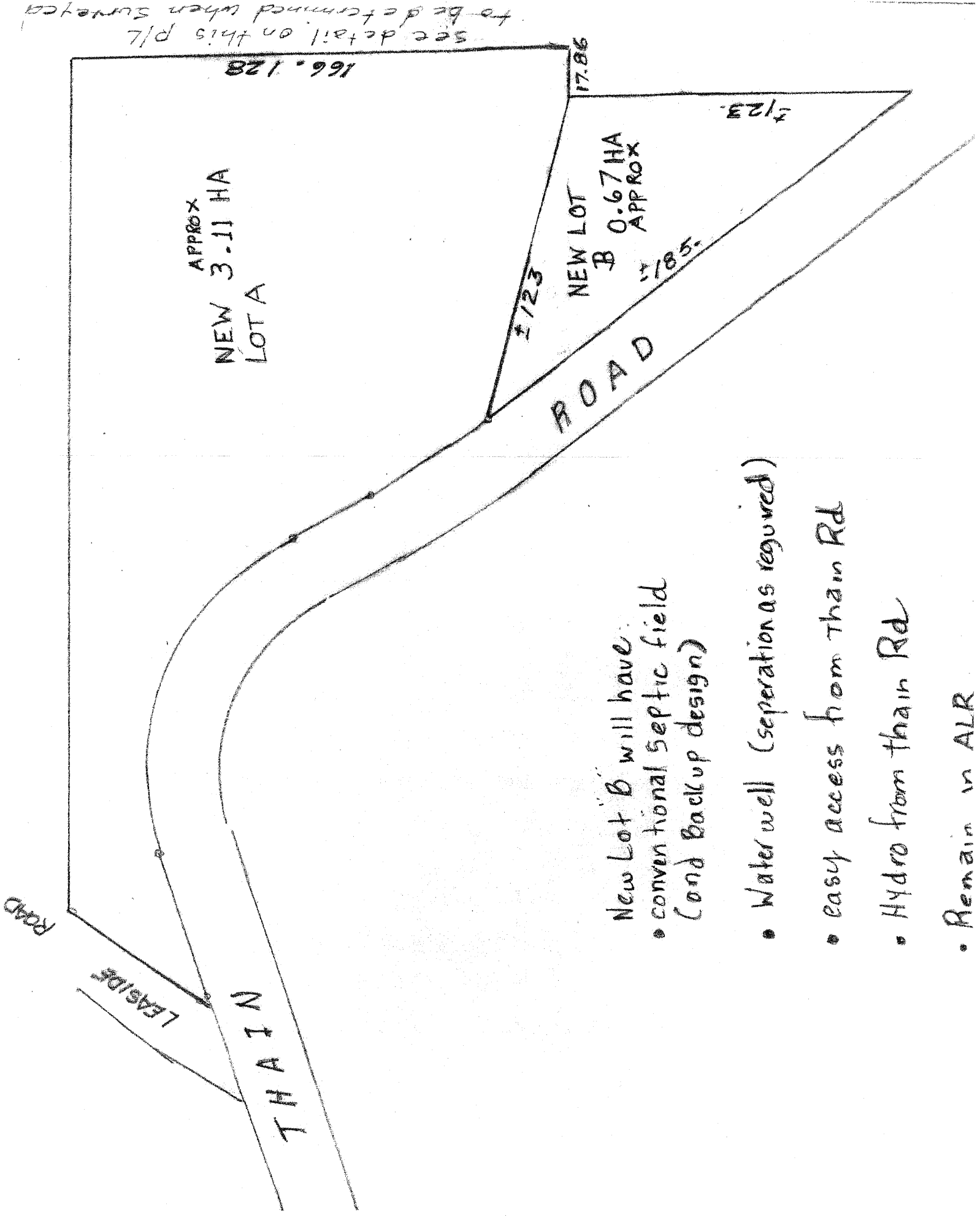
ROAD

NEW
LOT B
0.67 HA
(1.655 AC)

5cm = 8.8m
APPROX SCALE



000069



New Lot B will have:

- conventional septic field (and backup design)

- Water well (separation as required)
- easy access from Thain Rd
- Hydro from Thain Rd
- Remain in ALR



SRI

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE OF JANUARY 20, 2009

DATE: January 9, 2009

FILE NO: 2-I-07RS

FROM: Rob Conway, Assistant Manager

BYLAW NO: 3213, 3214 & 3242

SUBJECT: Youbou Lands Amendment Bylaws and Phased Development Agreement

Recommendation:

That staff be directed to prepare a presentation summarizing Youbou Lands OCP Amendment Bylaw 3213, Zoning Amendment Bylaw 3214 and Phased Development Agreement Authorization Bylaw 3242 for an Electoral Area Services Committee meeting in early February.

Background:

The Youbou Lands development application proposes a new community at the former Youbou Mill site. The proposal includes 1,950 residential dwellings, a village core, marina, tourist recreational uses, a business park and various public use areas.

The Regional Board has directed staff to draft bylaws for the Youbou Lands application. A bylaw to amend the Area I OCP and Zoning Amendment have been prepared and given first and second reading at the November 26, 2008 Special Board meeting. In addition, a phased development agreement has been prepared to secure amenities and other commitments of the proponent. On December 10, 2008 the Board gave first and second reading to Phased Development Agreement Authorization Bylaw 3242.

Since the Youbou Lands Bylaws and Phased Development Agreement are complex documents, and new committee members may not be fully informed about the Youbou Lands application, staff suggest providing a presentation at an upcoming Committee meeting to review the bylaws and proposal and to allow Committee members an opportunity to ask questions about the bylaws and application. The objective of the presentation is primarily to inform the Committee about the content of the bylaws, with debate regarding the bylaws occurring at future Board meetings.

Schedule:

Should Committee agree, staff recommend conducting the presentation in early February. As the presentation and discussion are expected to require approximately 60 minutes or longer, staff propose the presentation either occur at a regularly scheduled EASC meeting with an otherwise

000071

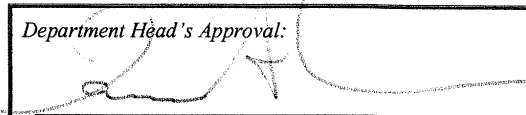
light agenda or at a separate session. Since the agenda topics for February EASC meetings are not known at this time, staff recommend that time for the presentation be left to the discretion of the Committee Chair. Copies of the Bylaws will be distributed to the Committee prior to the presentation.

Submitted by,



Rob Conway,
Assistant Manager
Development Services Department

RC/ca

<p><i>Department Head's Approval:</i></p>  <hr/> <p><i>Signature</i></p>



SR2

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF JANUARY 20, 2009

DATE: January 5, 2009 **FILE NO:** 1-E-09BE
FROM: Nino Morano, Bylaw Enforcement Officer **BYLAW**
SUBJECT: Cowichan Valley Trap and Skeet Club **NO:**
Special Event Shoot 2009

Recommendation:

That the Electoral Area Services Committee considers whether or not it is in the public interest to allow these Special Event Shoots and the extra weekend shoot in January and provide direction on this request.

Purpose:

Zoning & Noise Bylaw Compliance.

Financial Implications:

N/A

Interdepartmental/Agency Implications:

N/A

Background:

We are in receipt of the attached letter from the Cowichan Valley Trap and Skeet Club (CVTSC) located on Cowichan Lake Road in Area "E" requesting to hold two "Special Event" Competitive Shoots in 2009 (April 11, 12 & April 18, 19). Also, according to the submitted schedule January has one additional shoot over and above the "two weekends per month" requirement #3 (see below).

Directors may recall that in the fall of 1993 the Cowichan Valley Regional District went to court in an attempt to limit the extent of the use of the Gun Club property to what had taken place prior to the inception of zoning in 1974.

In January 1994, Justice H.D. Boyle ruled that:

1. The Plaintiff's (CVRD) claim of violation of its Building Bylaw be dismissed.
2. The Defendant (Gun Club) forthwith remove or cause to be removed the western most three of five concrete trap shooting bunkers, the two skeet shooting towers and the concrete walkways constructed after 1974.

000073

3. The Defendant be restrained and enjoined from using or allowing the use of the property as a place to discharge firearms other than on one fixed, regular evening per week, to be determined by the Defendant, and on one full day, two weekends per month.
4. The Defendant be restrained and enjoined from using or allowing the use of that property as a place to discharge firearms on more than one consecutive day, unless authorized as a special event under the Plaintiff's relevant Noise Bylaw, or in competitions of a wider than local nature unless authorized as a special event under the Plaintiff's relevant Noise Bylaw.
5. The Defendant be restrained and enjoined from the cutting down or allowing the cutting down of timber on that property without prior authorization of the Plaintiff.

The Gun Club did not file a Notice of Appeal and the Court Order remains in force.

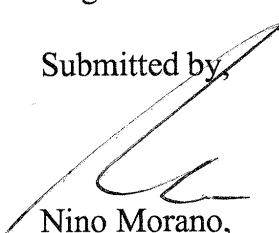
In accordance with the Court Order, the CVTSC have requested permission under the "Special Events" section of the CVRD Noise Bylaw No. 1060 to hold competitive shoots of a wider than local nature and of more than one consecutive day.

Section 5 states:

"Notwithstanding the provisions of this Bylaw, where it is impossible or impractical to comply with S. 3(g) of this Bylaw or in the case of a special event, a person may apply for and receive from the Regional District a permit waiving the requirements of this Bylaw for a specific time over a specific location, if in the opinion of the Regional District, such a waiver is in the public interest."

For your information, the CVTSC requested and was subsequently permitted to hold two special event shoots in 2008 at the same time of year as this request. Upon review of this file, it was noticed that no more than four special event shoots has ever been permitted in one year. During 2008, this office received one concern from a nearby resident (around the month of April) but no request for action only information about the shoots schedule. According to the submitted schedule, the month of April may test the tolerance of the neighborhood due to two consecutive special event weekends.

Submitted by,


Nino Morano,
Bylaw Enforcement Officer
Development Services Department

Department Head's Approval:


Signature

NM/ca
Attachment
CVTSC Shoot Schedule for 2009

000074



COWICHAN VALLEY TRAP & SKEET CLUB

SINCE 1953

Cowichan Valley Trap & Skeet Club

Shoot Schedule for 2009

January 04, 2009
January 11, 2009
January 25, 2009
February 1, 2009
February 22, 2009
March 01, 2009
March 15, 2009

*Practice every Tuesday evening April 07 to September 29, 2009
6:00 PM to 9:00 PM*

April 11, 12, 2009	Special Event
April 18, 19, 2009	Special Event
May 03, 2009	
May 31, 2009	
June 07, 2009	
June 21, 2009	
July 05, 2009	
July 19, 2009	
August 9, 2009	
August 23, 2009	
September 13, 2009	
September 20, 2009	
October 4, 2009	
October 18, 2009	
November 01, 2009	
November 15, 2009	
December 06, 2009	
December 13, 2009	



SR3

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF JANUARY 20, 2009

DATE: January 12, 2009

FILE NO: 1-REG-09BE

FROM: Nino Morano, Bylaw Enforcement Officer

BYLAW NO:

SUBJECT: 2008 Bylaw Enforcement Report

Recommendation:

That the Committee receive this report for information.

Purpose:

Update on Bylaw Enforcement activities in 2008

Financial Implications:

None

Interdepartmental/Agency Implications:

Informational

Background:

Bylaw Enforcement Report 2008

Bylaw Enforcement in 2008 had not changed significantly compared to previous years. Notable minor shifts include increases in zoning & dog related complaints and a decrease in noise related complaints compared to 2007. The Riparian Areas Regulation (DPA) continues to increase the workload and has proven problematic in enforcement due to challenges on a variety of different fronts. Shawnigan Lake has seen extraordinary issues arise including a significant increase in importation of waste and soil from demolition sites in the CRD to south Shawnigan, boat houses and an increase in Riparian Areas Regulation related issues. Another area that has steadily increased workload is waste related issues (dumping, importation to unlicensed facility, etc.). The summer months can be difficult to manage for one Bylaw Enforcement Officer, especially when backlogs occur while away on vacation or other reasons.

000076

One significant change was the passing of the CVRD's first Ticket Information Authorization Bylaw (No.3209). Although this bylaw is not fully operational at this time, it will be a welcome additional tool in Bylaw Enforcement.

Dog control is contracted out to the SPCA who handle all first contact complaints. If issues become irresolvable at this level they are then turned over to the Bylaw Enforcement Official and subsequently to the CVRD solicitor, if need be. Changes to the vicious dog impoundment fee schedule this past year has proven effective in separating aggressive dogs from their irresponsible owners. The contract with the SPCA has been extended for three years and a good working relationship has been established.

The most common bylaws enforced were: Zoning, Unsightly Premise, Development Permit Areas, Dog Control, Noise and Building. Issues that continue to come up regularly that are not regulated by bylaw are: backyard/land clearing burning, soil fill/removal, animal control (excluding dogs) and altering of land outside of development permit areas (tree cutting and pollution).

File Total Comparison by Year:

Area	Year 2000	Year 2001	Year 2002	Year 2003	Year 2004	Year 2005	Year 2006	Year 2007	Year 2008
A	29	30	22	13	18	21	26	27	21
B	59	62	47	58	46	42	42	38	52
C	33	40	26	35	21	30	20	23	27
D	17	17	20	19	14	16	15	15	12
E	36	31	34	25	30	34	22	21	19
F	20	21	19	20	17	13	16	13	20
G	16	13	9	12	9	9	9	10	14
H	13	10	21	11	14	9	18	17	12
I	12	15	14	13	19	15	25	19	18
CVRD						3	6	4	5
Total	235	239	212	206	188	193	199	187	200

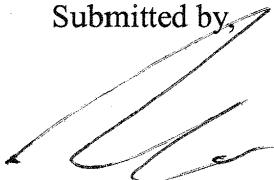
2008 Breakdown of Files by Area:

Area	Zoning	Unsightly	Development Permit Area	Dog/Animal	Noise	Liquor	Assist Other Agencies	Waste	Building	Parks	Signs	Fireworks	CVRD	Year Total
A	7	1	3	1	1	6	1			1				21
B	15	3	7	8	3	1	3	4	3	4		1		52
C	9	4	1	4	4	1	3		1					27
D	3	1	2	1	2			2	1					12
E	2	2	1	6	2	3	2	1						19
F	6	3	6	3		2								20
G	3	3	2			2			3			1		14
H	1	5	2		1		1	2						12
I	1	7	5	3	2									18
CVRD													5	5
Total	47	29	29	26	15	15	10	9	8	5		2	5	200

000077

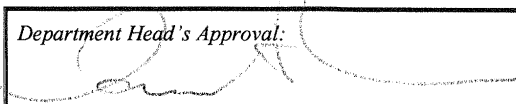
The statistics above do not show the numerous issues that are often resolved over the phone (averages 5 calls/day) or files carried over from previous years. Complainants usually want to know what rules and regulations apply to their issues and then weigh their options. Bylaw Enforcement continues to work closely with Staples McDannold & Stewart for advice on legal issues that come up regularly with the goal of voluntary compliance. As a result, authorization for legal action from the Electoral Area Services Committee was not required in 2008. There has been a significant amount of success in concluding files to everyone's satisfaction, although a few issues are still under investigation. There are approximately 25 files that are currently under investigation and 8 ongoing files with our solicitor.

Submitted by,



Nino Morano,
Bylaw Enforcement Officer
Development Services Department

NM/ca

<i>Department Head's Approval:</i> 
<i>Signature</i> _____

000078



SR4

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF JANUARY 20, 2009

DATE: January 13, 2009

FILE NO:

FROM: Tom Anderson, Manager

BYLAW NO:

SUBJECT: Electoral Area E OCP Review

Recommendation:

That the Committee recognizes the need to review the Electoral Area E Official Community Plan and that staff place this project on the 2010 work plan and budget.

Purpose:

To receive direction from Committee on a request from Director Duncan to have his OCP reviewed starting in 2010

Financial Implications:

Unknown

Interdepartmental/Agency Implications:


N/A

Background:

Electoral Area E Official Community Plan Bylaw No. 1490 was adopted in 1994 and is one of the older Official Community Plans within the Region. As such, Director Duncan has requested that the Committee go on record as recognizing this fact and giving it a priority on the 2010 work plan and budget.

Directors may or may not be aware that the South Cowichan Official Community Plan covering both Electoral Areas B and C is scheduled to be completed in the spring of this year. The 2009 work plan and budget is proposing that work begin on the review of the Cowichan Bay Official Community Plan. As such, the timing to begin work on a review of the Electoral Area E OCP, should work out.

Submitted by,



Tom Anderson,
Manager
Development Services Department

TA/ca

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STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF JANUARY 20, 2009

DATE: January 6, 2009
FROM: Catherine Tompkins, Planner III
SUBJECT: Canada Census Statistical Tables

Recommendation:

The statistical tables are submitted for information purposes only.

Purpose:

To provide a series of demographic tables for information purposes.

Financial Implications:

NA

Interdepartmental/Agency Implications:

NA

Background:

The Development Services Department has compiled the attached tables based upon 2006 Canada Census data. The Tables include:

- Census Population: 1986-2006;
- Age and Sex;
- Marital Status;
- Number and Type of Occupied Private Dwellings;
- Average Household Size
- Family Structure and Number of Children at Home;
- Private Dwellings- Period of Construction;
- Labour Force Activity;
- Labour Force by Occupation;
- Employment Income;
- Employed Labour Force by Mode of Transportation.

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The tables include data for the CVRD and for the municipalities, electoral areas and first nation reserves within the CVRD.

If you have any questions regarding the statistical tables, do not hesitate to contact the undersigned. The tables are made available to the public throughout each year.

Submitted by,



Catherine Tompkins, MCIP
Planner III
Development Services Department

CT/ca
attachment

Department Head's Approval:



Signature

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**COWICHAN VALLEY REGIONAL DISTRICT
CENSUS POPULATION
1986-2006**

	1986	1991	1996	2001	2006
CVRD	52,790	60,685	70,978	71,998	76,929
Duncan	4,040	4,300	4,588	4,699	4,986
North Cowichan	18,675	21,375	25,305	26,148	27,557
Ladysmith	4,395	4,875	6,456	6,587	7,538
Lake Cowichan	2,170	2,240	2,858	2,827	2,948
Area A - Mill Bay/Malahat	2,425	2,820	3,259	3,416	4,073
Area B - Shawnigan Lake	3,725	5,435	6,591	7,081	7,562
Area C - Cobble Hill	2,525	3,340	4,287	4,545	4,530
Area D - Cowichan Bay	2,350	2,515	2,721	2,689	2,823
Area E - Cowichan Koksilah	3,160	3,440	3,828	3,805	3,878
Area F - Cowichan Lake South/Skutz Falls	1,620	1,645	1,762	1,763	1,744
Area G - Saltair/Gulf Islands	2,270	2,485	2,429	2,358	2,249
Area H - North Oyster/Diamond	1,925	2,125	2,357	2,250	2,274
Area I - Youbou/Meade Creek	1,240	1,195	1,426	1,149	1,176
Cowichan 1	-	1488	1691	1,191	1,768
Chemainus 13	-	562	557	557	684
Malahat 11	-	-	99	98	90
Halalt 2	-	110	132	115	152
Kuper Island 7	-	271	185	302	361
Theik 2	-	32	39	29	41
Oyster Bay 12	-	66	69	58	84
Malachan 11	-	87	163	184	199
Tsussie 6	-	73	86	67	73
Squaw-hay-one 11	-	39	42	45	43

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COWICHAN VALLEY REGIONAL DISTRICT

AGE AND SEX

2006 CENSUS

Age	All	Total Male	Total Female	0-4	5_14	15-19	20-24	25-44	45-54	55-64	65-74	75 and over
CVRD*	76,930	35,275	36,720	3,640	10,275	5,215	3,240	18,190	11,340	7,910	6,750	5,440
Duncan	4,986	2,280	2,700	245	505	265	255	1,055	680	550	485	950
North Cowichan	27,550	13,285	14,265	1,250	3,290	2,095	1,450	5,975	9,510	4,065	2,645	2,265
Ladysmith	7,540	3,610	3,925	345	900	495	295	1,630	1,185	1,130	775	790
Lake Cowichan	2,945	1,470	1,480	130	365	225	125	650	520	445	260	230
Area A Mill Bay/Malahat	4,070	1,705	1,710	155	460	335	135	840	755	625	445	260
Area B Shawnigan Lake	7,560	3,835	3,725	395	1,110	680	335	2,000	1,470	825	405	265
Area C Cobble Hill	4,530	2,205	2,325	145	450	265	140	790	690	785	665	500
Area D Cowichan Bay	2,825	1,405	1,415	100	325	190	110	585	535	480	275	185
Area E Sahtlam/Koksilah	3,875	1,975	1,905	165	520	520	205	920	775	530	280	145
Area F Cowichan Lake South/Skutz Falls	1,745	910	835	60	195	140	75	390	370	275	150	80
Area G Saltair/Gulf Islands	2,250	1,130	1,115	50	180	135	95	375	415	485	275	185
Area H North Oyster/Diamond	2,275	1,125	1,145	80	205	120	90	460	420	475	230	135
Area I Youbou/Meade Creek	1,175	600	575	40	130	80	30	240	245	200	145	60
Cowichan 1	1,770	885	885	180	350	220	160	415	210	115	75	35
Chemainus 13	-	-	-	-	-	-	-	-	-	-	-	-
Malahat 11	90	45	40	10	25	10	10	30	5	5	10	0
Halalt 2	150	85	70	25	30	20	15	50	20	10	5	0
Kuper Island	-	-	-	-	-	-	-	-	-	-	-	-
Theik	45	25	20	0	10	10	5	5	10	0	5	0
Oyster Bay 12	85	35	50	5	25	0	0	15	10	5	5	0
Malachan	200	105	95	20	30	10	10	65	20	15	5	0
Tsussie 6	75	45	35	5	15	10	0	20	15	0	0	0
Squaw-hay-one	-	-	-	-	-	-	-	-	-	-	-	-

The information contained
within this report is

COWICHAN VALLEY REGIONAL DISTRICT
MARITAL STATUS
2006 Census

	Total Population	Total Pop 15 years and over	Never legally married	Legally married and not separated	Legally married but separated	Divorced	Widowed	Couples in Common Law Relationship
CVRD	76930	64015	17650	33290	2300	6410	4360	6610
North Cowichan	27555	23015	6255	12060	805	2330	1560	2075
Duncan	4985	4240	1240	1560	205	575	660	445
Ladysmith	7540	6290	1470	3385	240	685	505	620
Lake Cowichan	2945	2455	670	1205	105	280	200	320
Area A - Mill Bay /Malahat	4075	3460	820	1980	110	340	205	330
Area B - Shawnigan Lake	7560	6055	1745	3320	205	575	210	635
Area C - Cobble Hill	4530	3935	740	2525	125	275	270	300
Area D - Cowichan Bay	2820	2395	585	1320	105	265	125	215
Area E - Satlam/ Glenora	3880	3200	945	1735	90	315	115	370
Area F Cowichan Lake South/Skutz Falls	1745	1485	450	760	55	165	60	180
Area G - Saltair	2250	2015	465	1175	65	175	135	185
Area H - North Oyster/Diamond	2275	1990	450	1165	50	195	140	205
Area I - Youbou/Meade Creek	1175	1005	255	530	45	115	60	120
Cowichan 1	1770	1240	795	280	55	50	60	270
Chemainus 13	-	-	-	-	-	-	-	-
Malahat 11	90	60	35	20	0	5	5	5
Halalt 2	150	110	65	25	5	5	5	25
Kuper Island	-	-	-	-	-	-	-	-
Theik 2	45	30	20	10	5	0	0	5
Oyster Bay 12	85	55	30	20	0	0	0	15
Malachan IR	200	130	70	40	10	10	10	35
Tsussie 6	75	55	30	15	5	5	5	10
Squaw-hay-one	-	-	-	-	-	-	-	-

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COWICHAN VALLEY REGIONAL DISTRICT
TOTAL NUMBER AND TYPE OF OCCUPIED PRIVATE DWELLINGS
2006 Census

	Total Number of occupied private dwellings	Owned	Rented	Band	Single detached	Semi detached	Row house	Apartment- duplex	Apartment	Other single attached	Movable dwelling
CVRD	31260	24835	6205	215	23200	1245	1335	865	3245	130	1200
North Cowichan	11290	8780	2510	0	7400	740	780	405	1550	35	375
Duncan	2425	1375	1060	0	1045	85	155	35	1070	30	0
Ladysmith	3185	2575	610	0	2290	95	225	75	350	15	135
Lake Cowichan	1260	975	285	0	940	30	65	70	145	0	15
Area A Mill Bay/Malahat	1655	1500	155	0	1295	15	55	40	45	5	200
Area B Shawnigan Lake	2780	2395	390	0	2650	15	5	80	10	10	10
Area C Cobble Hill	1945	1830	110	0	1625	150	0	5	15	5	150
Area D Cowichan Bay	1155	920	240	0	1030	10	25	15	45	5	25
Area E Sahtlam/Koksilah	1495	1240	255	0	1350	25	15	30	15	0	50
Area F Cowichan Lake South/Skutz Falls	740	615	130	0	650	30	0	10	0	10	35
Area G Saltair/Gulf Islands	955	840	120	0	885	15	5	20	5	0	25
Area H North Oyster/Diamond	970	870	95	0	845	10	0	20	0	5	90
Area I Youbou/Meade Creek	540	460	80	0	445	0	0	15	5	0	65
Cowichan 1	380	235	85	65	340	0	0	40	0	0	5
Chemainus 13	170	70	20	75	-	-	-	-	-	-	-
Malahat 11	20	10	0	10	20	5	0	0	0	0	0
Halalt 2	35	30	0	10	25	0	5	0	0	0	5
Kuper Island	-	-	-	-	-	-	-	-	-	-	-
Theik 2	10	10	0	0	10	0	0	0	0	0	0
Oyster Bay 12	-	-	-	-	20	0	0	0	0	0	0
Malachan	60	30	25	10	45	5	10	0	0	0	5
Tsussie 6	20	15	10	0	20	0	0	0	0	0	0
Squaw-hay-one	-	-	-	-	-	-	-	-	-	-	-

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COWICHAN VALLEY REGIONAL DISTRICT
AVERAGE HOUSEHOLD SIZE
2006 Census

	Total Population	Number of private households	Household size – 1 person	Household size – 2 persons	Household size – 3 persons	Household size 4 to 5 persons	Household size – 6 or more persons	Average Number of persons in private households
CVRD	76930	31220	7945	12510	4380	5565	825	2.4
North Cowichan	27555	11280	2825	4545	1640	2040	225	2.4
Duncan	4985	2420	1080	785	260	260	45	2
Ladysmith	7540	3185	855	1305	425	550	50	2.3
Lake Cowichan	2945	1260	365	480	185	210	25	2.3
Area A Mill Bay/Malahat	4075	1650	3853	720	225	295	25	2.4
Area B Shawnigan Lake	7560	2780	50	110	45	55	5	2.5
Area C Cobble Hill	4530	1945	425	970	215	295	40	2.3
Area D Cowichan Bay	2820	1160	280	480	190	190	15	2.4
Area E Sahtlam/Koksilah	3880	1495	315	590	220	320	50	2.4
Area F Cowichan Lake South/Skutz Falls	1745	740	205	290	95	140	15	2.4
Area G Saltair/Gulf Islands	2250	960	230	465	110	135	15	2.3
Area H North Oyster/Diamond	2275	970	225	460	130	145	10	2.3
Area I Youbou/Meade Creek	1175	540	145	255	70	60	10	2.2
Cowichan 1	1770	385	50	50	65	100	120	4.6
Chemainus 13	-	-	-	-	-	-	-	-
Malahat 11	90	20	0	5	0	5	10	3.6
Halalt 2	150	35	0	5	5	15	10	4.4
Kuper Island	-	-	-	-	-	-	-	-
Theik 2	45	10	0	0	5	5	5	4
Oyster Bay 12	85	20	0	5	5	5	5	4
Malachan	200	60	20	15	5	10	15	3
Tsussie 6	75	15	5	5	0	10	0	3.5
Squaw-hay-one	-	-	-	-	-	-	-	-

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COWICHAN VALLEY REGIONAL DISTRICT
FAMILY STRUCTURE AND NUMBER OF CHILDREN AT HOME
2006 Census

	Total number of census families in private households	Total couple families	Lone Parent Families	Number of Children at home – under 6 years of age	Number of Children at home – 6-14 years	Number of Children at home – 15-17 years	Number of Children at home – 18-24 years	Number of Children at home – 25 and older	Average number of children at home
CVRD	23,225	19,655	3,570	4,115	8,490	3,540	3,795	1,485	0.9
North Cowichan	8,340	6,980	1,355	1,515	2,920	1,285	1,505	515	0.9
Duncan	1,295	995	305	255	455	170	165	110	0.9
Ladysmith	2,325	1,940	380	385	850	315	265	190	0.9
Lake Cowichan	905	765	140	180	315	130	120	60	0.9
Area A Mill Bay/Malahat	1,255	1,125	130	185	400	190	165	45	0.8
Area B Shawnigan Lake	2,275	1,955	320	420	1,060	430	420	90	1.1
Area C Cobble Hill	1,500	1,410	90	155	435	200	180	60	0.8
Area D Cowichan Bay	855	740	115	115	280	120	155	40	0.7
Area E Sahtlam/Koksilah	1,195	1,045	145	225	440	170	255	65	1
Area F Cowichan Lake South/Skutz Falls	525	465	55	40	205	90	60	35	0.8
Area G Saltair/Gulf Islands	720	645	70	70	195	90	100	55	0.7
Area H North Oyster/Diamond	740	655	85	80	170	85	130	40	0.7
Area I Youbou/Meade Creek	375	345	40	60	105	40	30	20	0.7
Cowichan 1	445	265	175	215	295	120	140	95	1.9
Chemainus 13	175	120	50	75	120	40	45	20	1.8
Malahat 11	25	10	10	10	15	0	10	0	1.8
Halalt 2	45	30	20	20	25	10	15	10	1.8
Kuper Island	-	-	-	-	-	-	-	-	-
Theik 2 IR	10	10	10	0	0	0	0	10	1.3
Oyster Bay 12	-	-	-	-	-	-	-	-	-
Malachan	45	35	15	20	50	10	0	10	1.8
Tsussie 6	25	20	10	10	15	0	0	10	0.8
Squaw-hay-one	-	-	-	-	-	-	-	-	-

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COWICHAN VALLEY REGIONAL DISTRICT
PRIVATE DWELLINGS – PERIOD OF CONSTRUCTION
2006 Census

	Total Number of occupied private dwellings	Constructed before 1946	1946-1960	1961-1970	1971-1980	1981-1985	1986-1990	1991-1995	1996-2000	2001-2006
CVRD	31265	2750	3315	3240	7195	2440	2550	4675	2760	2330
North Cowichan	11290	940	975	1265	2730	910	1000	1690	960	820
Duncan	2440	360	425	455	365	105	155	305	200	70
Ladysmith	3185	425	425	190	655	115	220	490	395	270
Lake Cowichan	1260	140	290	125	205	55	20	225	145	55
Area A Mill Bay/Malahat	1655	115	100	95	430	180	195	200	155	190
Area B Shawnigan Lake	2780	195	215	175	570	320	245	490	275	295
Area C Cobble Hill	1945	60	65	140	485	100	270	425	255	130
Area D Cowichan Bay	1160	50	95	120	385	110	150	75	45	130
Area E Sahtlam/Koksilah	1495	110	205	190	425	180	55	170	80	75
Area F Cowichan Lake South/Skutz Falls	740	70	195	80	150	65	25	85	55	10
Area G Saltair/Gulf Islands	955	105	105	180	250	70	10	180	35	25
Area H North Oyster/Diamond	965	70	65	80	290	100	65	170	30	85
Area I Youbou/Meade Creek	540	80	105	85	110	15	15	40	35	50
Cowichan 1	385	10	20	30	65	35	55	65	40	80
Chemainus 13	170	10	10	20	40	30	35	10	10	10
Malahat 11	20	0	0	0	0	0	0	0	0	0
Halalt 2	35	10	10	10	10	0	0	0	0	0
Kuper Island	-	-	-	-	-	-	-	-	-	-
Theik 2	10	0	0	0	0	0	0	0	0	0
Oyster Bay 12	20	-	-	-	-	-	-	-	-	-
Malachan	60	0	0	10	10	10	0	15	10	10
Tsussie 6	20	0	10	0	10	0	0	0	0	0
Squaw-hay-one	-	-	-	-	-	-	-	-	-	-

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COWICHAN VALLEY REGIONAL DISTRICT

LABOUR FORCE ACTIVITY

2006 Census

	Total population 15 years and over	In the labour force	Employed	Unemployed	Not in Labour Force	Participation Rate	Employment Rate	Unemploye nt Rate
CVRD	63555	38105	35655	2455	25450	60	56.1	6.4
North Cowichan	22775	13655	12880	775	9120	60	56.1	5.7
Duncan	4140	2030	1880	150	2110	49	45	7.4
Ladysmith	6260	3585	3375	210	2680	57.3	53.9	5.9
Lake Cowichan	2440	1435	1255	180	1000	58.8	51.4	12.5
Area A Mill Bay/Malahat	3465	2030	1965	60	1435	58.6	56.7	3
Area B Shawnigan Lake	6015	4375	4200	170	1640	72.7	69.8	3.9
Area C Cobble Hill	3935	2140	2065	75	1800	54.4	52.5	3.5
Area D Cowichan Bay	2385	1460	1380	75	925	61.2	57.9	5.1
Area E Sahtlam/Koksilah	3195	2285	2130	150	910	71.5	66.7	6.6
Area F Cowichan Lake South/Skutz Falls	1495	860	815	50	630	57.5	54.5	5.8
Area G Saltair/Gulf Islands	1970	1165	1100	65	805	59.1	55.8	5.6
Area H North Oyster/Diamond	1990	1220	1160	60	770	61.3	58.3	4.9
Area I Youbou/Meade Creek	1010	545	490	50	460	54	48.5	9.2
Cowichan 1	1250	670	460	205	580	53.6	36.8	30.6
Chemainus 13	480	250	160	85	230	52.1	33.3	34
Malahat 11	60	30	20	10	35	50	33.3	33.3
Halalt 2	110	60	55	10	50	54.5	50	16.7
Kuper Island	-	-	-	-	-	-	-	-
Theik 2	35	15	10	0	15	42.9	28.6	0
Oyster Bay 12	-	-	-	-	-	-	-	-
Malachan	130	90	75	20	35	69.2	57.7	22.2
Tsussie 6	55	20	15	0	35	36.4	27.3	0
Squaw-hay-one	-	-	-	-	-	-	-	-

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COWICHAN VALLEY REGIONAL DISTRICT

LABOUR FORCE BY OCCUPATION

2006 Census

	Total labour force 15 years and over	Management Occupations	Business, Finance and Administration Occupations	Natural and Applied Sciences Occupations	Health Occupations	Social Sciences, Education, Government Service and Religion	Art, Culture, Recreation and Sport	Sales and Service Occupations	Trades, Transport and Equipment operators and related occupations	Primary Industries	Processing, manufacturing and utilities
CVRD	38105	3620	5230	1585	2130	2905	1105	9860	7135	2195	1590
North Cowichan	13650	1390	5230	1585	2130	2905	1105	3740	2355	740	655
Duncan	2030	205	220	50	90	125	40	700	410	35	85
Ladysmith	3585	285	550	170	155	330	90	900	730	135	200
Lake Cowichan	1435	140	150	50	55	85	20	435	295	130	65
Area A Mill Bay/ Malahat	2025	260	310	95	120	215	65	520	300	75	45
Area B Shawnigan Lake	4370	415	645	190	280	320	125	1120	880	260	85
Area C Cobble Hill	2140	245	370	90	160	150	50	515	390	105	40
Area D Cowichan Bay	1460	165	220	60	90	120	50	315	285	85	60
Area E Sahtlam/ Koksilah	2280	140	275	130	175	135	85	565	405	230	85
Area F Cowichan Lake South/Skutz Falls	865	60	90	10	60	45	20	175	265	70	50
Area G Saltair/Gulf Islands	1165	135	200	35	65	125	55	200	225	45	55
Area H North Oyster/Diamond	1220	80	170	80	45	125	25	250	265	105	60
Area I Youbou/Meade Creek	545	35	45	25	30	15	25	125	135	40	30
Cowichan 1	670	25	75	10	10	80	10	150	95	65	35
Chemainus 13	250	10	30	10	0	25	0	55	25	25	10
Malahat 11	25	0	0	0	0	0	0	10	10	0	0
Halalt 2	60	10	0	0	0	10	0	15	10	15	0
Kuper Island	-	-	-	-	-	-	-	-	-	-	-
Theik 2	15	0	0	0	0	10	0	10	10	0	0
Oyster Bay 12	-	-	-	-	-	-	-	-	-	-	-
Malachan	95	0	10	0	0	15	0	25	10	10	0
Tsussie 6	20	0	0	0	0	0	10	0	0	10	0
Squaw-hay-one	-	-	-	-	-	-	-	-	-	-	-

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COWICHAN VALLEY REGIONAL DISTRICT Employment Income 2006 Census										
	Employed Population 15 years and over Total (Full Time)	Medium Income \$	Average Income \$	Total (Full Time) Employed Male Population 15 years and over	Medium Income \$	Average Income \$	Total (Full Time) Employed Female Population 15 years and over	Medium Income \$	Average Income \$	
CVRD	18,345	42,227	46,916	10,835	48,226	53,420	7,510	35,162	37,380	
North Cowichan	6,680	42,619	47,339	3,970	49,692	55,498	2,710	32,225	35,380	
Duncan	900	35,345	36,994	495	38,453	41,592	400	32,756	31,254	
Ladysmith	1,875	43,789	46,580	1,115	50,166	52,343	755	36,738	38,089	
Lake Cowichan	585	37,628	38,955	345	47,330	44,241	235	29,960	31,202	
Area A Mill Bay/Malahat	1,230	47,204	51,639	770	49,946	56,222	465	40,886	44,007	
Area B Shawmigan Lake	2,280	42,829	48,344	1345	49,232	53,753	940	37,472	40,593	
Area C Cobble Hill	960	47,533	52,007	565	52,614	55,135	395	40,035	47,567	
Area D Cowichan Bay	660	44,197	47,659	385	51,563	52,574	270	40,336	40,709	
Area E Sahlam/Koksilah	1,000	45,202	56,697	580	52,171	66,138	415	38,466	43,485	
Area F Cowichan Lake	375	37,021	40,310	225	40,820	44,259	145	29,372	34,219	
South/Skutz Falls										
Area G Saltair/Gulf Islands	510	38,053	42,889	280	50,008	50,017	235	35,182	34,565	
Area H North	650	39,295	42,668	385	42,183	48,485	260	35,963	33,960	
Oyster/Diamond										
Area I Youbou/Meade	260	45,680	49,615	150	50,318	61,554	105	21,064	32,256	
Creek										
Cowichan I	210	24,831	26,976	120	24,583	26,247	95	25,818	27,875	
Chemainus I3	65	24,983	36,048	40	25,069	34,070	25	21,487	38,809	
Malahat I1	-	-	-	-	-	-	-	-	-	
Halalt 2	-	-	-	-	-	-	-	-	-	
Kuper Island	-	-	-	-	-	-	-	-	-	
Theik 2	-	-	-	-	-	-	-	-	-	
Oyster Bay 12	-	-	-	-	-	-	-	-	-	
Malachan	-	-	-	-	-	-	-	-	-	
Tussie 6	-	-	-	-	-	-	-	-	-	
Squaw-hay-one	-	-	-	-	-	-	-	-	-	

The information contained within this report is provided for general information purposes only and is not to be applied to specific situations without the benefit of independent professional advice.

COWICHAN VALLEY REGIONAL DISTRICT
EMPLOYED LABOUR FORCE BY MODE OF TRANSPORT TO AND FROM WORK
2006 Census

	Total Employed Labour Force 15 years of age and over	Car, Truck, Van as driver	Car, Truck, Van as passenger	Public Transit	Walk	Bicycle	Motorecycle	Taxicab	Other
CVRD	31755	25680	2825	340	2050	300	105	25	425
North Cowichan	11625	9525	1005	110	760	95	40	0	95
Duncan	1745	1160	195	30	300	30	0	10	20
Ladysmith	3105	2660	185	10	200	10	0	10	30
Lake Cowichan	1195	850	110	25	105	10	10	0	75
Area A Mill Bay/ Malahat	1720	1430	155	10	80	15	15	0	15
Area B Shawnigan Lake	3815	3160	370	45	205	10	10	0	15
Area C Cobble Hill	1720	1420	170	15	35	10	10	0	55
Area D Cowichan Bay	1155	955	110	10	45	15	0	0	0
Area E Sahtlam/Koksilah	1775	1475	180	10	45	45	0	0	25
Area F Cowichan Lake South/Skutz Falls	715	575	35	30	15	20	0	0	40
Area G Saltair/Gulf Islands	875	680	55	35	80	0	0	0	15
Area H North Oyster/ Diamond	960	830	65	0	40	0	10	0	0
Area I Youbou/Meade Creek	460	390	35	0	10	0	10	0	10
Cowichan 1	430	290	70	0	40	20	0	0	0
Chemainus 13	145	95	40	0	10	0	0	0	0
Malahat 11	15	10	10	0	10	0	0	0	0
Halalt 2	50	35	10	0	10	0	0	0	0
Kuper Island	-	-	-	-	-	-	-	-	-
Theik 2	10	10	0	0	0	0	0	0	0
Oyster Bay 12	-	-	-	-	-	-	-	-	-
Malachan	70	15	10	0	35	0	0	0	10
Tsussie 6	15	10	0	0	0	0	0	0	0
Squaw-hay-one	-	-	-	-	-	-	-	-	-

The information contained within this report is provided for general information purposes only and is not to be applied to specific situations without the benefit of independent professional advice.



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STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF JANUARY 20, 2009

DATE: January 5, 2009
FROM: Catherine Tompkins, Planner III
SUBJECT: 2008 Year End Report

Recommendation:

The Year End Report is submitted for information purposes only.

Purpose:

To provide the Development Services Department 2008 Year End Report for information purposes.

Financial Implications:

NA

Interdepartmental/Agency Implications:

NA

Background:

Each year the Development Services Department compiles a Year End Report to provide statistical information respecting land use and building applications received by the Cowichan Valley Regional District Development Services Department during the past year. You will note that 2008 has been a busy year for the Development Services Department, with significant development activities occurring in all Electoral Areas.

Although the Year End Report is limited to providing a statistical summary of applications, referrals and permits, it should also be recognized that the Department has many additional responsibilities, including long range projects, related to motions arising from the Electoral Area Services Committee and other committees of the Regional Board. Additionally, a primary responsibility not covered in the Report is to provide guidance and information to assist CVRD elected officials and community stakeholders in making sound and informed decisions.

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If you have any questions regarding the information provided in the Report, do not hesitate to contact the undersigned. The Year End Report is made available to the public throughout each year.

Submitted by,



Catherine Tompkins, MCIP
Planner III
Development Services Department

CT/ca
attachment

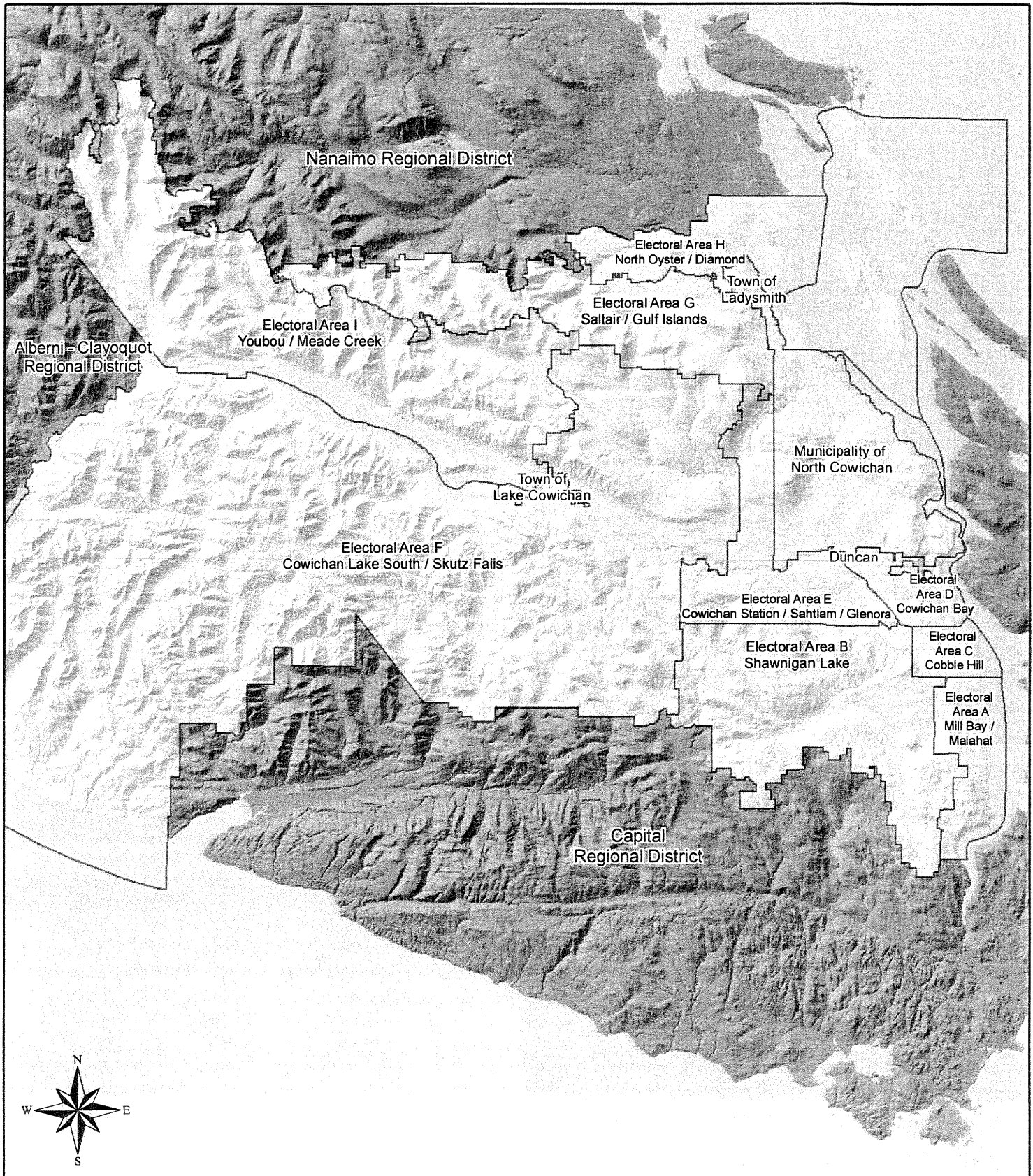
Department Head's Approval:



Signature



Cowichan Valley Regional District
Development Services Department
2008 YEAR END REPORT



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2008 Year End Report

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PART ONE: THE CVRD DEVELOPMENT SERVICES DEPARTMENT

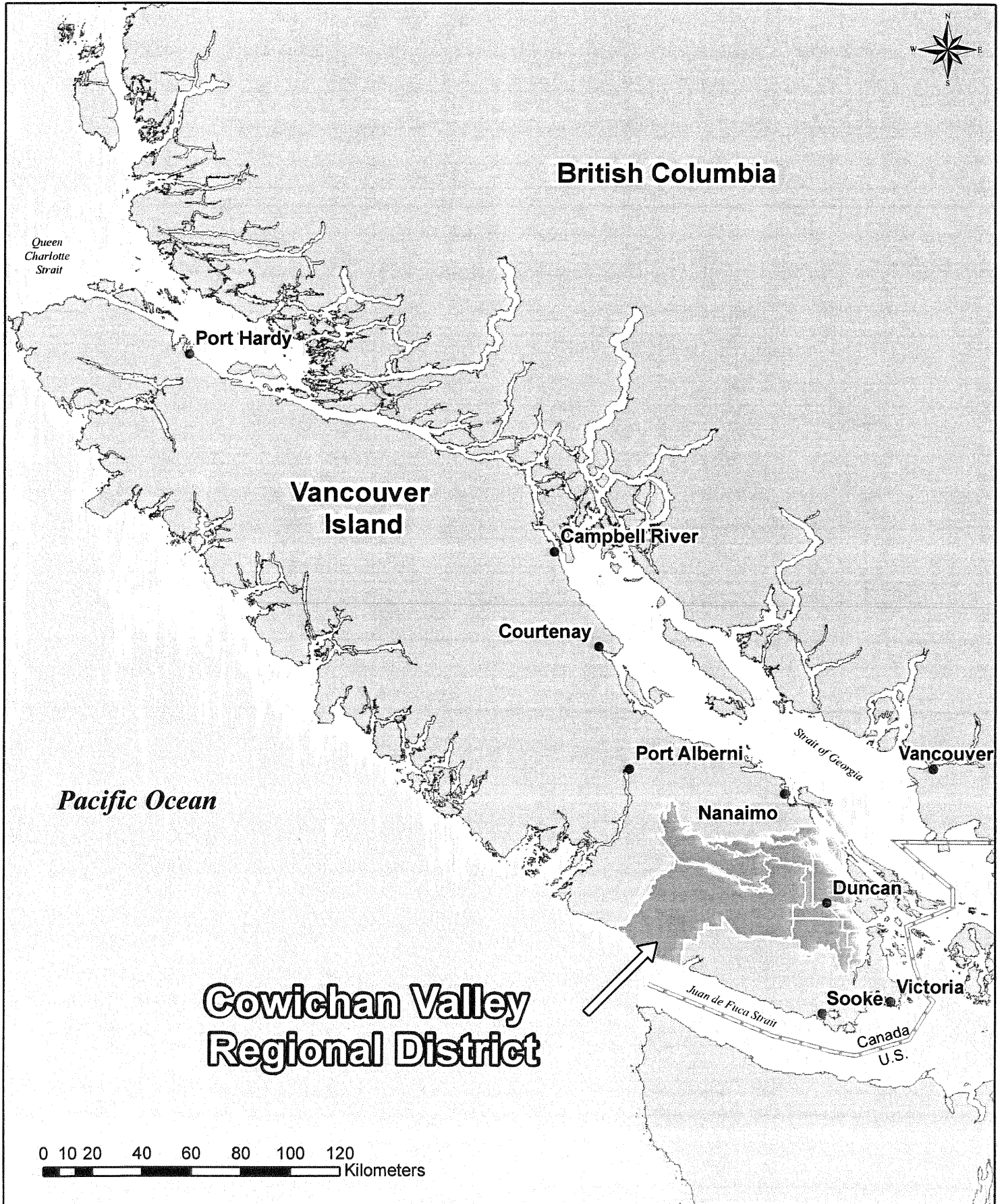
1.1 INTRODUCTION

This report provides statistical information respecting land use and building applications received by the Cowichan Valley Regional District Development Services Department during 2008. Although this document is generally limited to providing a statistical summary of applications, the Department has many additional responsibilities related to motions arising from the Electoral Area Services Committee and other committees of the Regional Board. A primary responsibility not covered in this report is to provide guidance and information to assist CVRD elected officials in making sound and informed decisions. Advice is based on technical considerations or is given with the over-arching principle being protection of the community ("public") interest over the long term, while being respectful of private property owners' individual interests.

Another role of the Development Services Department is to help the public and private sector to access and understand past, present and future planning and development issues, policies and trends, by gathering, analyzing and reporting information. The Department responds to inquiries for information from the public, students, businesses, governments and non-profit agencies. Such requests range from basic to complex. Staff response time varies in accordance with the complexity of the inquiry received as well as the number of inquiries received at that time.



Cowichan Valley Regional District
Development Services Department
Regional Context Map



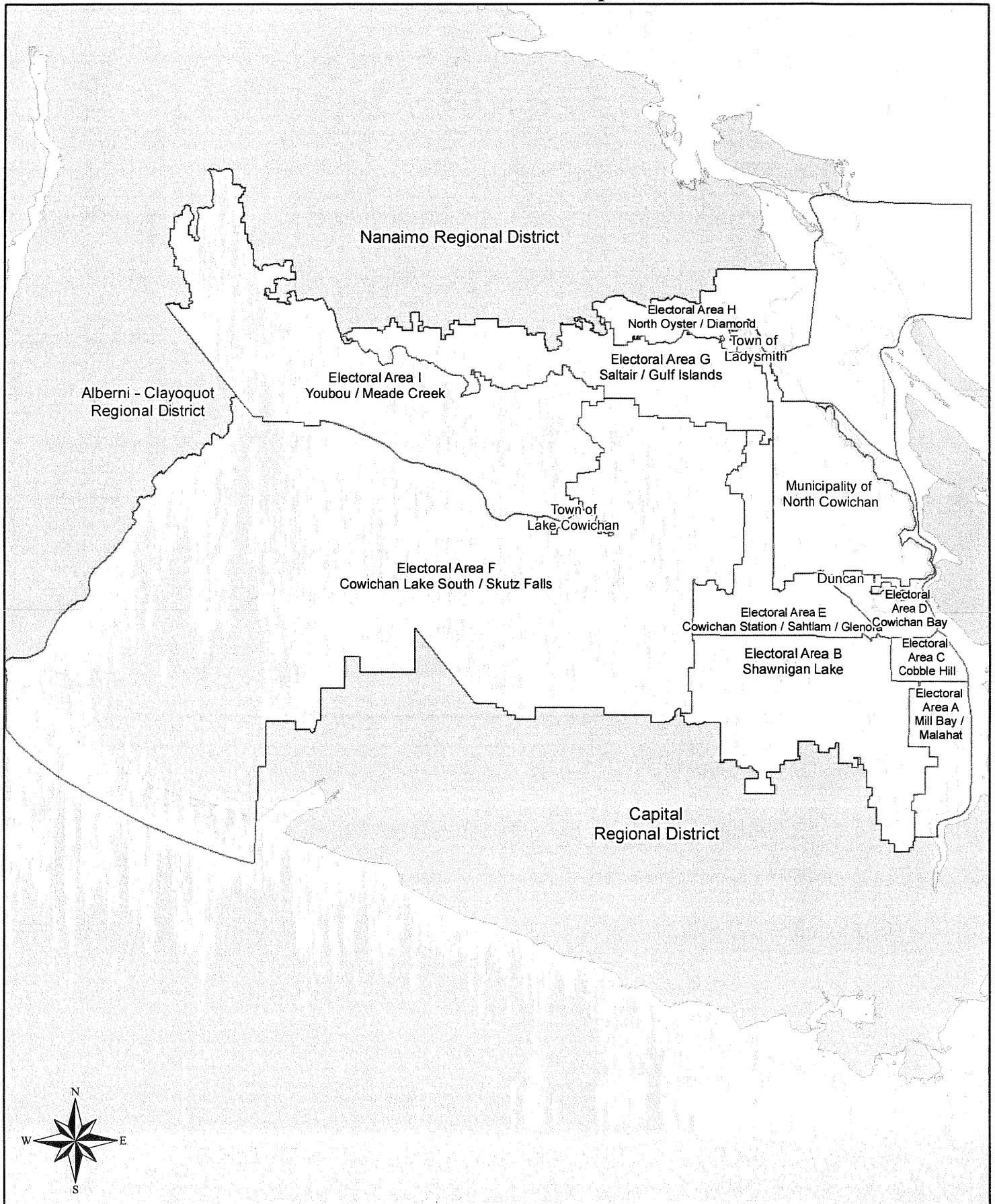
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Cowichan Valley Regional District

Development Services Department

Electoral Area Map



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PART THREE: DEPARTMENTAL ACTIVITY REPORT - 2008

3.1 OFFICIAL COMMUNITY PLAN (OCP)/ZONING AMENDMENTS

Number of OCP/Zoning Amendment Applications Received By Electoral Area										
	A	B	C	D	E	F	G	H	I	Total
1980	4	5	5	0	7	5	1	1	0	28
1981	0	4	4	2	6	4	5	3	2	30
1982	6	5	4	0	1	5	2	0	1	24
1983	4	7	3	2	4	2	2	0	2	26
1984	4	2	2	0	3	3	0	1	0	15
1985	6	5	4	0	7	2	1	5	2	32
1986	6	2	1	4	4	1	3	0	2	23
1987	6	5	4	1	5	4	2	2	2	31
1988	6	3	6	2	2	1	0	2	0	22
1989	6	4	2	0	3	1	1	3	0	20
1990	9	3	1	4	4	0	5	2	0	28
1991	6	7	2	2	4	3	0	5	0	29
1992	7	8	6	3	6	1	0	1	2	34
1993	4	4	1	1	4	5	2	1	0	22
1994	3	4	3	3	3	4	0	4	1	25
1995	2	2	1	1	1	3	1	1	0	12
1996	2	1	0	2	2	0	0	0	0	7
1997	6	4	1	0	1	1	1	1	1	16
1998	1	3	2	2	1	2	1	0	0	12
1999	6	5	0	3	1	1	0	1	0	17
2000	0	1	2	2	1	1	0	1	0	8
2001	1	6	3	0	0	1	0	0	0	11
2002	2	4	0	2	1	2	0	1	4	16
2003	2	7	2	1	0	1	0	1	1	15
2004	2	8	4	3	2	3	0	2	0	24
2005	4	8	5	0	1	1	1	2	3	25
2006	5	8	5	3	3	1	0	3	3	31
2007	5	15	2	2	7	4	0	3	2	40
2008	5	6	1	4	3	3	2	1	0	25

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3.2 SUBDIVISION ACTIVITY

Number of Subdivision Referrals Received By Electoral Area											
	A	B	C	D	E	F	G	H	I	Total	
1991	11	27	7	4	17	2	7	7	7	89	
1992	15	26	18	4	24	2	8	6	2	105	
1993	18	37	12	9	15	8	10	9	5	123	
1994	10	37	16	7	12	7	7	7	2	105	
1995	3	16	4	10	9	9	3	4	3	61	
1996	3	5	6	8	4	2	2	4	4	38	
1997	3	9	3	3	3	7	4	5	0	37	
1998	8	7	2	1	4	7	1	3	0	33	
1999	5	13	3	2	5	1	3	1	0	33	
2000	12	6	4	5	4	2	4	7	0	44	
2001	5	9	5	3	3	4	0	4	2	35	
2002	9	15	4	2	6	4	3	5	2	50	
2003	6	18	2	9	9	4	1	3	3	55	
2004	11	22	5	14	5	6	1	10	2	76	
2005	12	23	9	5	7	9	24	6	5	100	
2006	8	17	6	6	6	4	2	12	10	71	
2007	12	19	4	12	6	6	5	8	8	80	
2008	5	17	4	10	7	4	2	6	5	60	

Potential Number Of Parcels Created By Electoral Area

	A	B	C	D	E	F	G	H	I	Total	
1991	23	92	86	4	38	28	16	74	27	388	
1992	52	97	48	3	47	9	8	37	15	316	
1993	69	68	78	3	26	11	3	3	56	317	
1994	37	59	177	20	57	16	7	5	38	416	
1995	21	25	43	22	18	10	20	6	16	181	
1996	8	32	54	3	17	10	10	3	14	151	
1997	38	60	13	14	13	16	4	5	45	208	
1998	1	19	1	7	6	0	3	15	0	52	
1999	5	64	8	3	8	1	2	1	0	92	
2000	17	18	30	9	7	1	5	10	0	97	
2001	3	18	17	8	3	5	0	11	50	115	
2002	79	31	4	1	3	6	3	6	52	185	
2003	11	72	13	91	9	6	1	19	81	303	
2004	88	96	25	154	5	9	1	10	13	401	
2005	50	90	43	8	6	33	65	7	14	316	
2006	74	86	29	9	15	10	2	11	34	270	
2007	372	229	9	73	13	4	12	7	33	752	
2008	13	40	8	48	13	4	3	2	76	207	

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3.3 AGRICULTURAL LAND RESERVE (ALR) APPLICATIONS

Number of ALR Applications Received By Electoral Area										
	A	B	C	D	E	F	G	H	I*	Total
1985	2	1	4	1	2	0	1	4	NA	15
1986	2	1	3	4	2	0	0	2	NA	14
1987	2	3	5	6	1	0	0	2	NA	19
1988	2	2	3	2	5	0	1	1	NA	16
1989	0	2	5	4	8	0	2	3	NA	24
1990	1	1	8	2	6	0	3	1	NA	22
1991	0	2	2	2	4	1	0	1	NA	12
1992	2	2	4	3	7	0	1	3	NA	22
1993	2	1	6	1	4	1	0	2	NA	17
1994	2	2	3	0	5	0	2	1	NA	15
1995	0	0	2	2	6	0	0	1	NA	11
1996	1	1	1	1	1	0	0	3	NA	8
1997	1	1	2	1	4	1	0	1	NA	11
1998	1	2	1	1	3	1	1	3	NA	13
1999	1	2	2	0	1	0	0	0	NA	6
2000	0	2	2	2	1	0	1	0	NA	8
2001	0	2	0	0	3	0	1	1	NA	7
2002	1	2	0	1	3	0	0	1	NA	8
2003	1	2	0	2	4	1	0	1	NA	11
2004	1	3	5	4	2	2	1	3	NA	21
2005	1	3	2	0	2	0	0	1	NA	9
2006	2	2	3	4	3	1	0	6	NA	21
2007	2	3	2	0	3	1	0	1	NA	12
2008	0	1	2	1	4	1	0	0	NA	9

*There are no ALR lands within Electoral Area I (Youbou/Meade Creek).

3.4 DEVELOPMENT PERMIT APPLICATIONS

Number of Development Permit Applications Received By Electoral Area										
	A	B	C	D	E	F	G	H	I	Total
1980	3	0	0	3	2	0	1	1	0	10
1981	0	3	0	0	5	0	0	0	0	8
1982	2	0	2	1	2	0	0	1	0	9
1983	2	0	0	0	1	0	0	1	0	4
1984	1	0	0	1	2	0	0	0	0	4
1985	0	0	1	2	4	10	1	3	0	12
1986	0	0	0	0	0	0	0	2	0	2
1987	0	0	1	0	0	0	0	0	0	1
1988	0	0	1	0	0	0	0	0	0	1
1989	0	0	0	0	1	0	2	0	0	3
1990	0	0	0	0	0	0	1	4	0	5
1991	4	0	0	0	0	0	0	4	0	8
1992	2	0	1	0	4	0	2	2	0	11
1993	3	0	1	0	2	0	0	1	0	7
1994	2	1	1	0	1	0	1	1	0	7
1995	0	0	1	2	2	2	0	7	0	14
1996	3	0	0	0	2	0	0	3	0	8
1997	3	0	0	0	3	1	0	0	0	7
1998	1	0	1	1	1	1	2	1	0	8
1999	2	0	0	0	0	3	0	0	0	5
2000	2	1	0	2	2	0	1	1	0	9
2001	6	0	1	0	1	1	1	1	0	11
2002	0	0	1	0	2	1	0	0	0	4
2003	3	1	0	0	1	0	2	0	1	8
2004	3	4	1	1	1	1	1	3	0	15
2005	9	1	0	2	6	2	9	10	2	41
2006	6	10	1	0	5	3	3	7	10	45
2007	11	18	3	0	11	15	5	6	27	96
2008	4	8	2	6	7	3	3	6	7	46

3.5 DEVELOPMENT VARIANCE PERMIT APPLICATIONS

Number of Development Variance Permit Applications Received By Electoral Area										
	A	B	C	D	E	F	G	H	I	Total
1986	0	0	1	1	2	0	0	1	2	7
1987	2	2	3	1	3	0	0	1	0	12
1988	4	4	3	5	6	0	2	1	2	27
1989	3	6	4	5	4	0	0	4	3	29
1990	1	3	4	4	6	0	3	1	0	22
1991	3	2	3	2	3	1	3	0	2	19
1992	3	3	1	0	0	0	1	1	1	10
1993	2	4	3	4	1	0	1	0	4	19
1994	2	6	2	5	2	2	0	1	3	23
1995	0	2	2	1	0	0	0	0	2	7
1996	0	4	2	4	2	1	0	3	1	17
1997	3	4	0	2	2	0	1	1	1	13
1998	3	3	3	2	2	2	4	2	1	22
1999	2	0	3	2	3	0	1	0	1	12
2000	2	5	2	2	0	0	4	1	0	16
2001	2	8	9	0	4	1	0	1	1	26
2002	0	6	1	3	4	0	0	1	0	15
2003	0	2	2	2	2	1	3	1	3	16
2004	8	5	1	1	2	2	3	1	1	24
2005	3	8	0	2	0	1	3	3	1	21
2006	2	7	2	2	1	1	4	4	4	27
2007	16	4	3	5	4	3	0	3	4	42
2008	8	2	1	0	5	1	1	0	5	23

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3.6 BOARD OF VARIANCE APPLICATIONS

Number of Board of Variance Applications Received By Electoral Area										
	A	B	C	D	E	F	G	H	I	Total
1980	1	4	2	1	2	5	5	1	1	17
1981	5	10	0	7	3	5	5	7	3	44
1982	10	12	2	2	11	3	3	3	1	55
1983	10	12	5	3	13	3	3	4	5	60
1984	12	9	2	2	12	1	1	4	8	60
1985	4	3	5	6	3	6	6	6	6	43
1986	3	11	3	3	2	2	2	4	0	30
1987	4	8	7	7	3	0	0	2	8	40
1988	0	1	1	0	2	1	1	0	1	7
1989	5	2	2	3	1	1	1	0	2	17
1990	2	2	2	1	3	3	3	0	0	15
1991	3	3	4	2	1	2	2	1	3	19
1992	4	5	6	1	3	2	2	0	0	22
1993	4	4	1	1	1	1	1	1	0	14
1994	2	5	3	2	3	5	5	1	2	24
1995	2	6	0	0	1	1	1	3	1	15
1996	4	4	3	3	1	1	1	2	2	20
1997	2	4	1	0	0	0	0	1	0	8
1998	0	2	0	0	2	1	1	0	0	6
1999	0	0	0	1	0	1	0	0	1	3
2000	0	0	0	0	0	0	0	0	0	0
2001	0	0	0	0	0	0	0	0	0	0
2002	0	1	0	0	0	0	0	0	0	1
2003	0	0	0	0	0	0	0	0	0	0
2004	0	1	0	0	0	0	0	0	0	1
2005	0	0	0	0	0	0	0	0	1	1
2006	0	0	0	0	0	0	0	0	0	0
2007	0	0	0	0	0	0	0	0	0	0
2008	0	0	0	0	1	1	0	0	0	2

3.7 NEW HOUSING STARTS

New Housing Starts By Electoral Area										
	A	B	C	D	E	F	G	H	I	Total
1980	41	85	23	20	27	13	23	28	4	264
1981	32	121	31	25	46	37	13	40	8	353
1982	10	52	6	4	7	10	15	14	5	123
1983	14	64	15	14	23	13	10	12	8	173
1984	17	37	18	12	17	10	6	13	3	133
1985	11	34	6	8	9	9	8	13	0	98
1986	18	24	15	9	18	12	9	11	3	119
1987	17	63	44	8	10	10	9	17	3	181
1988	34	68	121	17	13	9	14	18	4	298
1989	40	143	130	16	10	14	14	15	2	384
1990	33	108	92	15	20	11	27	32	2	340
1991	29	89	66	15	35	21	20	24	8	307
1992	36	205	89	16	54	27	24	44	15	510
1993	50	81	76	5	28	14	13	20	24	311
1994	42	72	120	16	55	9	15	21	15	365
1995	24	35	50	13	19	10	22	14	9	196
1996	19	26	43	16	21	11	8	28	8	180
1997	38	38	54	12	22	15	5	8	3	195
1998	24	29	18	5	13	5	10	6	5	115
1999	18	53	32	4	12	8	8	10	3	148
2000	50	23	18	2	5	7	4	3	4	116
2001	17	29	23	2	6	6	5	7	3	98
2002	21	65	37	8	4	6	8	7	4	160
2003	22	58	20	21	17	8	4	8	4	161
2004	47	59	23	49	22	6	5	14	4	229
2005	68	39	15	47	17	(-8)	12	41	20	251
2006	46	62	15	28	17	16	17	15	28	244
2007	61	86	9	45	16	12	10	18	15	272
2008	47	71	20	17	18	12	13	13	15	227

3.8 RESIDENTIAL BUILDING PERMITS ISSUED

Number of Residential Building Permits Issued By Electoral Area

	A	B	C	D	E	F	G	H	I	Total
1989	74	214	171	54	46	37	50	43	28	717
1990	72	183	128	44	62	32	54	61	18	654
1991	70	186	130	52	73	43	44	54	21	673
1992	77	201	157	34	112	51	48	84	26	790
1993	82	184	128	19	73	41	38	53	39	657
1994	82	190	173	38	94	32	43	62	38	752
1995	64	111	85	31	60	34	43	47	25	500
1996	23	48	48	15	27	13	14	18	16	222
1997	68	94	101	15	49	29	26	27	11	420
1998	53	86	51	17	41	18	34	23	20	343
1999	46	104	71	16	29	21	20	23	16	346
2000	37	74	44	19	28	16	22	11	11	262
2001	44	78	51	18	22	23	21	24	12	293
2002	41	118	74	15	22	16	24	25	12	347
2003	50	116	52	35	37	27	27	27	13	384
2004	70	121	48	60	40	16	22	29	14	420
2005	91	123	38	52	40	24	34	54	34	490
2006	65	128	47	40	38	31	36	29	44	458
2007	100	150	35	67	41	23	29	41	35	521
2008	88	134	40	37	49	34	41	34	31	488

Value of Residential Building Permits Issued By Electoral Area (\$)

	A	B	C	D	E	F	G	H	I	Total
1989	3,415,094	9,559,113	10,184,058	1,338,374	810,371	1,041,471	1,308,280	1,309,758	235,856	29,202,375
1990	3,130,058	8,752,282	7,553,512	1,394,803	1,845,689	989,410	2,676,166	3,157,001	358,317	29,857,238
1991	3,302,572	8,301,059	7,749,058	1,919,421	3,163,640	1,785,795	2,003,924	2,560,522	773,310	31,559,301
1992	4,050,473	13,986,338	9,280,492	2,225,043	4,818,697	2,468,241	2,592,562	4,078,473	1,603,248	45,103,567
1993	5,806,014	9,310,183	7,437,511	488,771	3,036,522	1,733,947	1,883,075	2,249,702	2,247,355	34,193,080
1994	5,639,937	11,195,065	14,316,822	1,999,876	5,790,247	1,091,248	2,120,179	3,143,945	1,972,520	47,269,839
1995	4,077,789	5,347,235	6,590,402	1,751,620	2,780,916	1,308,439	1,827,224	1,996,211	1,303,028	26,982,864
1996	1,314,365	2,661,758	3,625,972	1,721,682	1,697,315	754,566	719,151	1,338,590	940,029	14,773,428
1997	5,474,060	5,775,397	7,665,226	1,427,070	3,259,836	1,491,321	1,492,852	2,009,203	436,496	29,031,461
1998	3,043,682	5,321,380	3,604,434	781,141	1,890,584	768,885	2,068,015	658,756	681,124	21,818,001
1999	2,657,999	6,236,665	5,156,143	932,130	1,988,646	648,364	1,021,862	1,451,831	697,330	20,790,970
2000	4,990,189	3,602,720	3,213,814	722,380	707,739	464,274	1,103,349	704,828	649,331	16,158,624
2001	3,350,828	4,522,494	3,753,005	1,221,870	765,172	913,916	1,143,195	2,111,279	355,238	18,136,997
2002	2,997,385	8,077,426	5,925,903	1,326,327	784,469	553,963	1,338,915	1,862,403	628,258	23,495,049
2003	4,011,699	8,817,990	3,599,587	2,878,921	2,685,783	1,155,962	916,436	1,546,135	785,417	26,397,930
2004	6,985,553	8,777,395	3,573,219	5,834,417	3,018,220	779,063	1,072,030	2,291,712	567,901	32,899,510
2005	9,935,928	7,474,224	2,712,342	5,354,645	2,565,088	823,379	1,885,779	6,344,587	2,731,641	39,829,613
2006	6,384,207	9,993,765	2,204,188	4,207,257	1,990,634	1,517,734	2,672,659	1,936,214	4,055,384	34,962,042
2007	9,580,866	14,244,023	2,383,767	5,363,788	2,730,959	2,036,931	1,879,812	3,592,433	2,426,116	34,303,633
2008	10,532,070	14,237,670	3,843,967	2,705,130	3,744,801	2,325,817	3,151,954	2,718,737	2,269,179	45,529,325

000107

3.9 COMMERCIAL BUILDING PERMITS ISSUED

Number of Commercial Building Permits Issued By Electoral Area

	A	B	C	D	E	F	G	H	I	Total
1989	3	0	3	4	2	0	0	0	4	16
1990	4	1	3	6	4	2	0	2	1	23
1991	4	3	6	2	3	1	1	2	2	24
1992	16	1	4	6	2	1	0	2	3	35
1993	9	8	2	2	4	0	0	3	0	28
1994	2	3	4	6	1	1	1	1	0	19
1995	4	1	3	4	1	0	0	0	1	14
1996	0	3	1	5	0	0	0	1	0	10
1997	2	5	19	8	1	3	1	2	2	43
1998	3	1	3	4	5	3	0	0	0	19
1999	1	4	7	2	1	0	0	2	0	17
2000	0	1	4	0	0	0	0	1	0	6
2001	3	1	1	3	0	1	0	3	2	14
2002	8	1	1	5	0	12	2	1	1	31
2003	4	4	1	2	2	7	2	1	0	21
2004	4	4	2	4	0	7	1	0	1	23
2005	4	4	5	2	0	7	0	1	0	26
2006	0	6	9	4	3	2	1	2	0	27
2007	2	7	4	2	3	4	1	3	0	26
2008	4	9	2	2	3	1	2	1	2	26

Value of Commercial Building Permits Issued By Electoral Area (\$)

	A	B	C	D	E	F	G	H	I	Total
1989	62,400	0	149,726	44,450	120,000	0	0	0	58,900	435,476
1990	595,158	7,500	192,828	55,125	182,300	58,080	0	52,256	2,304	1,145,551
1991	1,876,400	50,000	1,158,000	34,500	215,000	60,000	21,000	87,750	108,860	3,611,510
1992	3,767,236	500,000	259,243	51,665	58,000	140,000	0	84,400	253,808	5,114,352
1993	533,800	1,597,455	24,700	160,000	167,767	0	0	320,000	0	2,803,722
1994	24,600	23,900	30,992	485,980	45,217	104,832	70,000	1,000	0	786,521
1995	36,500	250,000	53,880	136,150	4,000	0	0	0	103,000	583,530
1996	0	299,000	0	120,160	0	0	0	8,736	0	427,896
1997	182,000	98,480	2,792,300	440,555	1,360	300,377	42,000	72,520	9,000	3,938,592
1998	59,000	10,000	908,000	56,080	261,240	85,246	0	0	0	1,379,566
1999	18,252	67,500	116,160	4,284	600	0	0	38,000	0	244,796
2000	0	100,000	110,000	0	0	0	0	145,000	0	1,660,000
2001	1,160,360	115,730	170,000	91,800	0	58,400	0	467,595	197,500	2,261,385
2002	1,171,127	8,800	1,000	316,000	0	93,847	55,000	55,800	28,020	1,729,594
2003	224,410	420,000	560,000	118,575	303,700	65,569	256,800	40,000	0	1,989,054
2004	50,000	966,094	643,150	239,510	0	33,020	40,000	0	10,000	1,742,264
2005	24,000	43,696	135,000	17,200	21,000	66,703	0	68,210	0	375,729
2006	0	287,858	2,719,012	142,109	881,975	21,868	11,440	10,000	0	4,074,262
2007	200,000	235,934	190,000	12,360	1,284,545	242,400	109,200	734,000	0	3,008,439
2008	55,000	340,068	575,000	205,000	366,300	111,750	7,500	97,050	520,000	2,277,668

000108

3.10 INDUSTRIAL BUILDING PERMITS ISSUED

Number of Industrial Building Permits Issued By Electoral Area

	A	B	C	D	E	F	G	H	I	Total
1989	0	0	2	0	7	0	0	2	0	11
1990	0	0	3	0	6	1	0	1	1	12
1991	0	0	0	0	7	1	0	1	0	9
1992	0	0	4	0	8	1	0	0	0	13
1993	1	0	2	0	6	0	0	1	0	10
1994	2	0	1	0	8	1	1	2	0	15
1995	2	0	0	1	4	0	0	1	2	10
1996	0	0	0	0	8	1	0	0	0	9
1997	1	0	1	0	7	0	0	0	0	9
1998	0	0	1	0	6	0	0	0	0	7
1999	2	0	0	0	5	0	0	0	0	7
2000	0	0	4	1	5	1	1	0	1	13
2001	0	0	0	0	6	2	0	0	0	8
2002	1	0	2	0	5	3	1	1	0	13
2003	1	0	3	0	8	1	0	0	0	13
2004	0	0	1	1	4	0	1	0	0	7
2005	2	0	1	0	2	1	1	1	0	8
2006	0	1	2	0	6	0	0	0	0	9
2007	0	0	2	0	1	1	0	0	0	4
2008	0	3	1	2	1	1	2	1	2	13

Value of Industrial Building Permits Issued By Electoral Area (\$)

	A	B	C	D	E	F	G	H	I	Total
1989	0	0	6,653	0	302,308	0	0	136,430	81,000	526,391
1990	0	0	170,000	0	669,390	53,170	0	35,000	165,000	1,092,560
1991	0	0	4,000	0	247,448	10,800	0	645,900	0	908,148
1992	0	0	266,500	0	524,882	30,600	0	0	0	821,982
1993	69,435	0	60,000	0	490,800	0	0	250,000	0	870,235
1994	167,980	0	60,000	0	1,460,040	180,000	18,000	188,000	0	2,074,020
1995	140,600	0	0	800,000	457,680	0	0	21,500	94,522	1,514,302
1996	0	0	0	0	462,750	0	0	0	0	462,750
1997	62,660	0	381,560	0	893,000	0	0	0	0	1,337,220
1998	0	0	30,000	0	316,558	0	0	0	12,000	358,558
1999	314,034	0	0	0	159,800	0	0	0	0	473,834
2000	0	0	511,400	300,000	327,570	150,000	130,000	0	30,000	1,448,970
2001	0	0	0	0	798,687	70,480	0	0	0	869,167
2002	90,000	0	202,994	0	205,000	435,000	42,000	30,472	0	1,005,466
2003	24,998	0	529,600	0	554,803	33,600	0	0	0	1,143,001
2004	0	0	170,000	10,000	193,920	0	54,600	0	0	429,520
2005	0	114,768	32,760	0	82,040	0	55,200	270,000	0	554,768
2006	0	1,300,000	278,800	0	1,001,680	0	0	0	0	2,580,480
2007	0	0	0	40,800	100,000	0	0	0	0	140,800
2008	0	3,202,400	400,000	0	39,000	0	0	8,696,000	0	12,337,400

000109

3.11 INSTITUTIONAL BUILDING PERMITS ISSUED

Institutional Building Permits Issued By Electoral Area

	A	B	C	D	E	F	G	H	I	Total
1989	3	3	2	1	0	1	0	2	0	12
1990	3	3	3	3	0	3	1	2	1	19
1991	1	2	2	2	3	1	0	0	0	11
1992	2	5	2	2	2	3	2	3	3	24
1993	2	7	2	0	0	0	1	2	0	14
1994	5	5	1	3	3	2	1	1	2	23
1995	6	4	5	1	0	1	1	0	2	20
1996	0	0	0	1	0	2	1	0	2	6
1997	5	5	4	1	2	2	2	1	2	24
1998	6	3	3	2	2	1	0	1	1	19
1999	3	1	0	0	2	1	0	0	1	7
2000	3	2	4	2	2	1	1	0	0	15
2001	4	7	1	0	0	1	0	0	0	13
2002	5	7	0	0	1	1	1	0	0	15
2003	0	2	0	0	3	0	0	0	1	6
2004	8	5	1	0	3	0	0	0	0	17
2005	2	5	2	0	0	0	0	1	1	11
2006	3	3	1	0	0	0	0	0	0	7
2007	0	0	2	0	1	1	0	0	0	4
2008	3	1	2	2	3	0	2	2	0	15

Value of Institutional Building Permits Issued By Electoral Area (\$)

	A	B	C	D	E	F	G	H	I	Total
1989	160,500	124,500	20,000	5,000	0	5,950	0	125,000	0	440,950
1990	321,712	32,740	130,500	135,000	0	31,408	17,000	63,000	0	596,360
1991	12,960	825,000	165,000	65,120	73,760	0	0	0	0	1,128,880
1992	130,000	1,783,140	124,917	35,000	11,232	549,818	120,155	2,137,376	1,125,440	6,017,078
1993	180,000	1,420,300	210,500	0	0	0	12,000	53,500	0	1,876,300
1994	390,000	926,000	17,500	125,000	22,688	258,000	30,000	85,000	32,000	1,866,188
1995	457,120	968,700	652,620	80,000	0	716,000	80,000	0	115,210	3,069,650
1996	0	0	0	2,000	0	22,112	14,400	0	187,154	225,666
1997	437,550	556,743	61,063	1,920	55,400	103,928	75,000	20,000	261,500	1,573,108
1998	2,403,000	3,170,000	76,320	265,000	53,328	19,575	0	94,750	0	6,081,973
1999	50,186	82,740	0	0	65,000	3,500	0	0	3,000	204,426
2000	1,181,000	127,650	3,008,455	1,353,780	40,800	20,000	638,300	0	0	6,369,985
2001	385,000	3,845,746	1,768	0	0	17,408	0	0	0	4,249,922
2002	5,648,600	1,292,512	0	0	5,900	20,000	352,000	0	0	7,319,012
2003	3,000,000	535,000	0	0	240,178	0	0	0	30,000	3,805,178
2004	1,000,715	5,425,342	5,000	0	186,600	0	0	0	0	6,804,257
2005	12,850,000	306,616	10,000	0	0	17,628	0	0	175,000	13,341,616
2006	200,000	7,070,522	20,000	0	0	0	0	0	0	7,290,522
2007	0	0	1,062,800	0	32,186	0	0	0	0	1,094,986
2008	10,187,000	1,713,650	678,652	0	160,000	13,500	225,000	0	0	12,977,802

000110

3.12 AGRICULTURAL BUILDING PERMITS ISSUED BY ELECTORAL AREA

Agricultural Building Permits Issued By Electoral Area										
	A	B	C	D	E	F	G	H	I	Total
2004	1	3	2	1	7	1	2	4	0	21
2005	1	2	3	3	6	0	0	2	0	17
2006	0	3	5	7	6	1	0	1	0	23
2007	3	4	2	0	12	2	0	2	0	25
2008	2	1	2	2	3	0	2	2	0	14
Value of Agricultural Building Permits Issued By Electoral Area (\$)										
	A	B	C	D	E	F	G	H	I	Total
2004	40,000	137,000	25,000	10,000	142,000	25,168	35,880	44,600	0	459,648
2005	0	53,500	60,050	351,084	79,575	13,468	0	47,880	0	605,557
2006	0	85,000	216,000	96,780	150,000	10,000	0	61,880	20,000	639,660
2007	186,140	27,958	12,500	0	1,335,311	40,000	0	105,000	0	1,706,909
2008	27,000	75,000	103,000	130,000	89,000	0	136,000	160,000	0	720,000

**Prior to 2004 agricultural building permits were included under the residential building permit category.*

000111

3.13 TOTAL BUILDING PERMITS ISSUED

Number of Building Permits Issued By Electoral Area										
	A	B	C	D	E	F	G	H	I	Total
1980	75	164	61	46	68	31	51	47	26	569
1981	75	189	75	63	106	62	48	64	32	714
1982	62	113	35	41	64	36	44	41	16	452
1983	59	142	60	45	81	51	33	41	32	544
1984	64	100	54	53	68	63	26	33	28	489
1985	52	88	42	31	60	44	42	33	29	421
1986	62	86	55	34	72	39	36	39	12	435
1987	58	128	72	43	61	33	42	49	34	520
1988	85	121	258	61	62	36	41	44	35	643
1989	81	212	178	59	55	37	49	46	30	747
1990	80	188	137	53	69	38	55	68	20	708
1991	77	191	133	56	80	44	45	56	22	704
1992	96	209	168	44	115	58	51	85	33	859
1993	94	198	134	21	83	42	39	59	39	709
1994	91	198	178	48	106	36	46	67	39	809
1995	77	116	93	37	65	34	43	49	30	544
1996	51	94	89	32	71	35	32	31	28	463
1997	76	104	125	24	59	34	28	31	15	496
1998	63	91	59	24	54	24	34	24	22	395
1999	50	98	73	18	36	19	20	23	17	354
2000	40	77	56	23	35	18	24	12	12	298
2001	51	86	53	21	28	27	21	27	14	328
2002	44	111	71	17	24	28	25	27	9	356
2003	57	123	57	38	57	35	29	30	15	441
2004	83	133	54	66	54	24	26	33	15	488
2005	100	134	50	57	48	32	35	59	35	549
2006	68	141	64	51	53	34	37	32	44	524
2007	105	161	45	69	58	31	30	46	35	580
2008	100	154	51	44	61	37	49	42	33	571

Value of Building Permits Issued By Electoral Area (\$)

	A	B	C	D	E	F	G	H	I	Total
1989	3,637,994	9,683,613	10,360,437	1,387,824	1,232,679	1,047,421	1,308,280	1,571,188	375,756	30,605,192
1990	4,046,928	8,792,522	8,046,840	1,584,928	2,697,379	1,132,068	2,693,166	3,307,257	525,621	32,826,709
1991	5,191,932	9,176,059	9,076,058	2,019,041	3,699,848	1,856,595	2,024,924	3,294,172	882,170	37,220,799
1992	7,947,709	16,269,478	9,931,152	2,311,708	5,412,811	3,188,659	2,712,717	6,300,249	2,982,496	57,056,979
1993	6,589,249	12,327,938	7,732,711	648,771	3,695,089	1,733,947	1,895,075	2,873,202	2,247,355	39,743,337
1994	6,222,517	12,144,965	14,425,314	2,610,856	7,318,192	1,634,080	2,238,179	3,417,945	2,004,520	52,016,568
1995	4,712,009	6,565,935	7,296,902	2,767,770	3,242,596	2,024,439	1,907,224	2,017,711	1,615,760	32,150,466
1996	1,314,365	2,960,758	3,625,972	1,843,842	2,160,065	776,678	733,551	1,347,326	1,127,183	15,889,740
1997	6,156,274	6,430,620	10,900,149	1,869,545	4,209,596	1,895,626	1,609,852	2,101,723	706,996	35,880,381
1998	5,852,403	7,996,119	4,618,754	1,102,221	2,521,710	873,706	2,068,015	753,506	708,124	26,494,558
1999	3,040,471	6,386,905	5,272,303	936,414	2,214,046	651,864	1,021,862	1,489,831	700,330	21,714,026
2000	6,171,189	3,898,369	6,799,338	2,376,160	1,075,309	662,114	1,239,932	2,154,828	679,331	25,056,570
2001	4,896,188	8,483,970	3,924,773	1,313,670	1,563,859	1,060,204	1,143,195	2,578,874	552,738	25,517,471
2002	9,907,112	9,378,738	6,129,897	1,642,327	996,369	1,102,810	1,787,915	1,948,675	656,278	33,550,121
2003	7,311,107	9,778,990	4,689,187	2,997,496	4,516,464	1,255,131	1,173,236	1,826,135	825,417	34,373,163
2004	8,076,268	15,305,831	4,446,369	6,063,927	3,540,740	837,251	1,202,510	2,336,312	577,901	42,387,109
2005	22,809,928	7,992,804	2,950,152	5,722,929	2,747,703	921,178	1,940,979	6,730,677	2,906,641	54,722,991
2006	6,584,207	18,737,145	5,438,000	4,446,146	4,024,289	1,549,602	2,684,099	2,008,094	4,075,384	49,546,966
2007	9,967,006	14,507,915	3,649,067	5,416,948	5,483,001	2,319,331	1,989,012	4,431,433	2,426,116	40,254,767
2008	20,801,070	19,568,788	5,600,619	3,040,130	4,399,111	2,451,067	3,520,454	11,726,787	2,789,179	73,897,195



SR7

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF TUESDAY, JANUARY 20, 2009

DATE: January 13, 2009 **FILE NO:** 21284
FROM: Dana Beatson, Short Range Planner **BYLAW NO:**
SUBJECT: Referral from the Ministry of Transportation and Infrastructure Proposed Road Closure – Meran Road and Knappett Road

Recommendation:

That CVRD Application No. 21284 Shawnigan Station, Road Closure - Meran and Knappett Road (MoT File No. 01-001-21284) be recommended without objection to the Ministry of Transportation and Infrastructure.

Purpose:

To obtain a recommendation from the Regional Board with regards to the proposed closure of Meran Road and Knappett Road and the dedication of land along Hipwood Road in Shawnigan Lake.

Financial Implications:

None apparent.

Interdepartmental/Agency Implications:

None apparent.

Background:

Location of Subject Property: 2800 Block Shawnigan Lake Road

Legal Description: Lot 3, Block 6, Shawnigan District, Plan 218
Lot 6, Block 6, Shawnigan District, Plan 218
Lot 11, Block 6, Shawnigan District, Plan 218, Except Parts in Plans 7156 & 1054R
Lot 3, Block 3, Section 3, Range 4, Shawnigan District, Plan, 218 Except Part in Plan 1054R & VIP63771
Lot 1, Shawnigan Suburban Lots, Shawnigan District, Plan 9030
Lot A, Section 3, Range 4, Shawnigan District, VIP 66127
Lot 12, Block 6, Shawnigan District, Plan 218.

Date Application and Complete Documentation Received: October 29, 2008

000113

Owner: Shawnigan Station Developments Ltd.

Applicant: Same as above

Size of Parcel: Lot 3, Block 6, Shawnigan District, Plan 218 is approximately .80 ha (2.0 ac)
 Lot 6, Block 6, Shawnigan District, Plan 218 is approximately .80 ha (2.0 ac)
 Lot 11, Block 6, Shawnigan District, Plan 218, Except Parts in Plans 7156 & 1054R is approximately .65 ha (1.6 ac)
 Lot 3, Block 3, Section 3, Range 4, Shawnigan District, Plan, 218 Except Part in Plan 1054R & VIP63771 is approximately .40 ha (1.0 ac)
 Lot 1, Shawnigan Suburban Lots, Shawnigan District, Plan 9030 is approximately .40 ha (1.0 ac)
 Lot A, Section 3, Range 4, Shawnigan District, VIP 66127 is approximately .80 ha (2.0 ac)
 Lot 12, Block 6, Shawnigan District, Plan 218 is approximately .80 ha (2.0 ac)

Existing Zoning: C-1 – Village Commercial

Existing Plan Designation: Commercial

Existing Use of Property: Vacant, with the exception of one single family residential dwelling located directly east of Shawnigan Lake Road.

Existing Use of Surrounding Properties:

North: Land immediately north is zoned Urban Residential (R-3) and is used for residential purposes.

South: Land to the south is zoned for Local Commercial use (i.e.C-2B) and Urban Residential use (i.e. R-3).

East: Land to the east is zoned for Mobile Home Park use (i.e. MP-1) and a mobile home park occupies the property.

West: Land to the west is zoned for Parks and Institutional use (i.e. P-1).

Services:

Road Access: Shawnigan Lake Road and a newly created strata road will provide access to the subject property.

Water: Lidstech Holdings (formally named Shawnigan Village Waterworks).

Sewage Disposal: On-site sewage treatment and disposal is being proposed.

Agricultural Land Reserve Status: Outside of the ALR.

Environmentally Sensitive Areas: The CVRD Environmental Planning Atlas (2000) does not identify any environmentally sensitive areas on the subject property. At least three seasonal creeks and wetland areas have been identified on the subject property and were confirmed by CVRD staff during site visits in September and October 2007. The applicant has hired a Qualified Environmental Professional and has completed a Riparian Area Assessment (RAA). The QEP report has been accepted and approved by the Ministry of Environment.

Archaeological Site: No archaeological sites have been identified.

000114

Planning Division Comments:

The Ministry of Transportation and Infrastructure (MoT) has referred this application submitted by David Gibson and Richard Sager of Shawnigan Station Development Ltd for permission to discontinue, close and acquire land in a public road to the CVRD for comment. A Board resolution is required in order to assist the MoT in their decision. As shown on the attached site plan, the application proposes to close Meran Road on the east side of Shawnigan Lake Road and Knappett Road on both the north and south sides of Shawnigan Lake Road as well as provide additional road dedication along Hipwood Road. In exchange for these two road closures, the application proposes to dedicate additional road along Hipwood Road. As a portion of Hipwood Road is presently on private property, the road dedication would result in the existing road alignment being within a dedicated road right of way. The amount of land that will be dedicated along Hipwood Road will be at a minimum, equal to or greater than the total area of road being closed (see attached site plan). Currently Hipwood Road is a public road that provides access to approximately five or six residential dwellings.

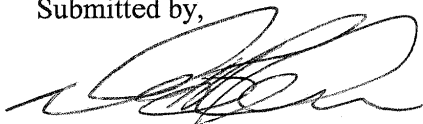
CVRD staff has been advised by Land Surveyor, Robin Kenyon, that both Meran Road and Knappett Road are roads that were dedicated years ago during a previous subdivision process and that neither road was ever physically constructed. In discussions with MoT representatives, CVRD staff were also informed that Meran Road and Knappett Road have never been utilized by the community as public roads.

CVRD staff have no objection to the closure of either Meran or Knappett Road or the road dedication along Hipwood Road.

APC Comments:

This application was not referred to the Area B Advisory Planning Commission.

Submitted by,



Dana Beatson,
Short Range Planner
Development Services Department

DB/ca
Attachments

Department Head's Approval

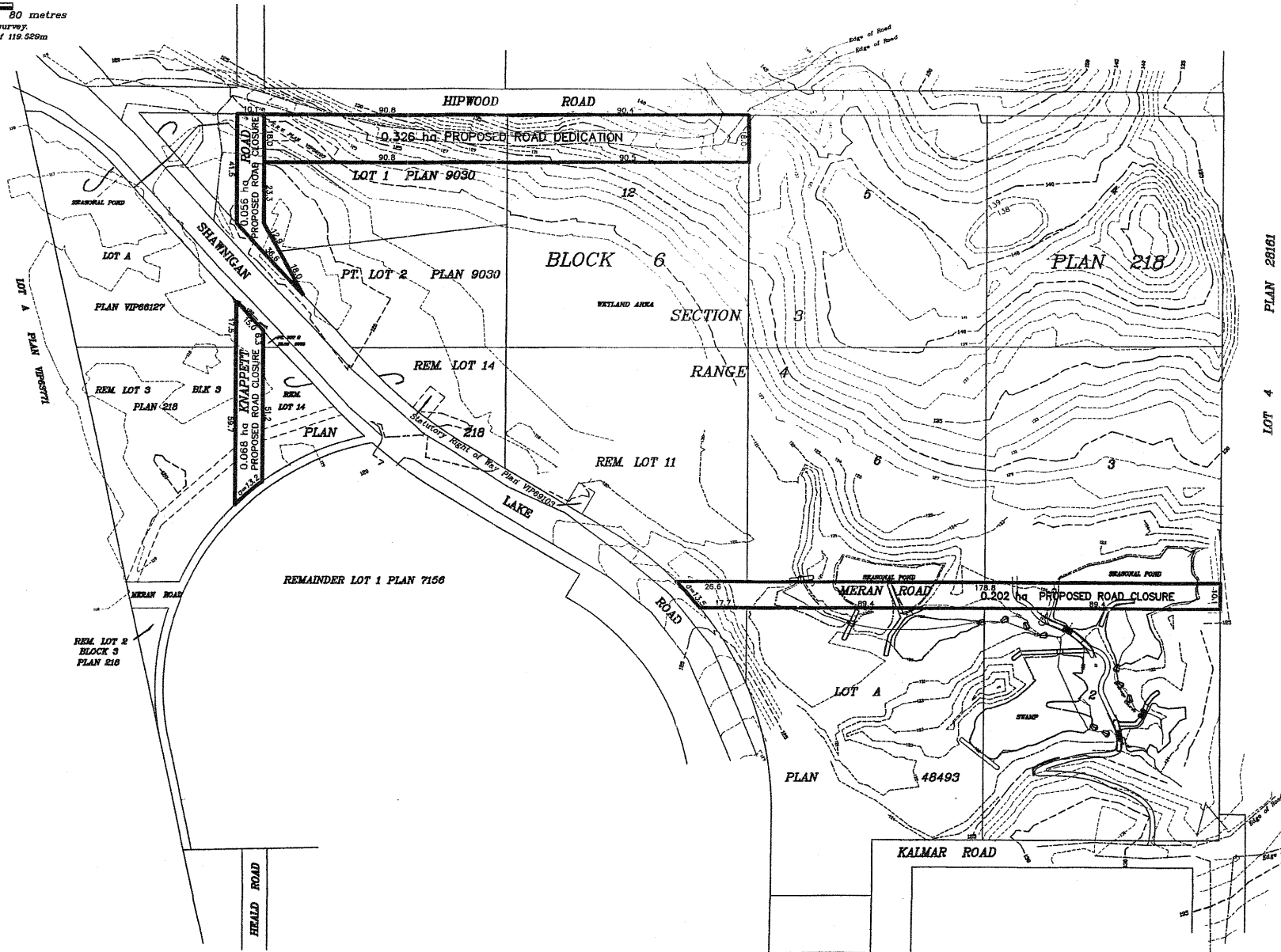
Signature

**PLAN SHOWING PROPOSED ROAD DEDICATION AND CLOSURES FOR
SHAWNIGAN STATION DEVELOPMENTS LTD AND 546070 B.C. Ltd.
IN SHAWNIGAN VILLAGE, B.C.**

SCALE 1 : 1500 0 10 20 40 60 80 metres

All dimensions are in metres and are subject to change upon final survey.
Elevations derived from BENCH MARK 759-J with a known elevation of 119.529m

NOTE:
Riparian boundaries surveyed Dec. 21, 2006.
Contours surveyed March 15, 2000.
Contours revised from survey Sept 2007.



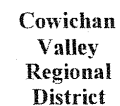
BOOK OF REFERENCE

PROPOSED ROAD CLOSURES	AREA
SW PORTION KNAPPETT ROAD	0.068 ha
NW PORTION KNAPPETT ROAD	0.056 ha
EAST PORTION MERAN ROAD	0.202 ha
TOTAL PROPOSED ROAD CLOSURE	0.326 ha
PROPOSED ROAD DEDICATION	0.326 ha
ROAD CLOSURE DEFICIT	0.000 ha

**KENYON
WILSON**
PROFESSIONAL LAND SURVEYORS

FILE: 90-1369-ROAD_CLOSURE.dwg
DATE: September 16, 2008
221 Coronation Avenue
Victoria B.C. V8P 2T1 (779) 746-4745

00011
SITE PLAN



The Regional District does warrant the accuracy.

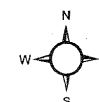
All persons making use of this compilation are advised that amendments have been consolidated for convenience purposes only and that boundaries are representational.

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

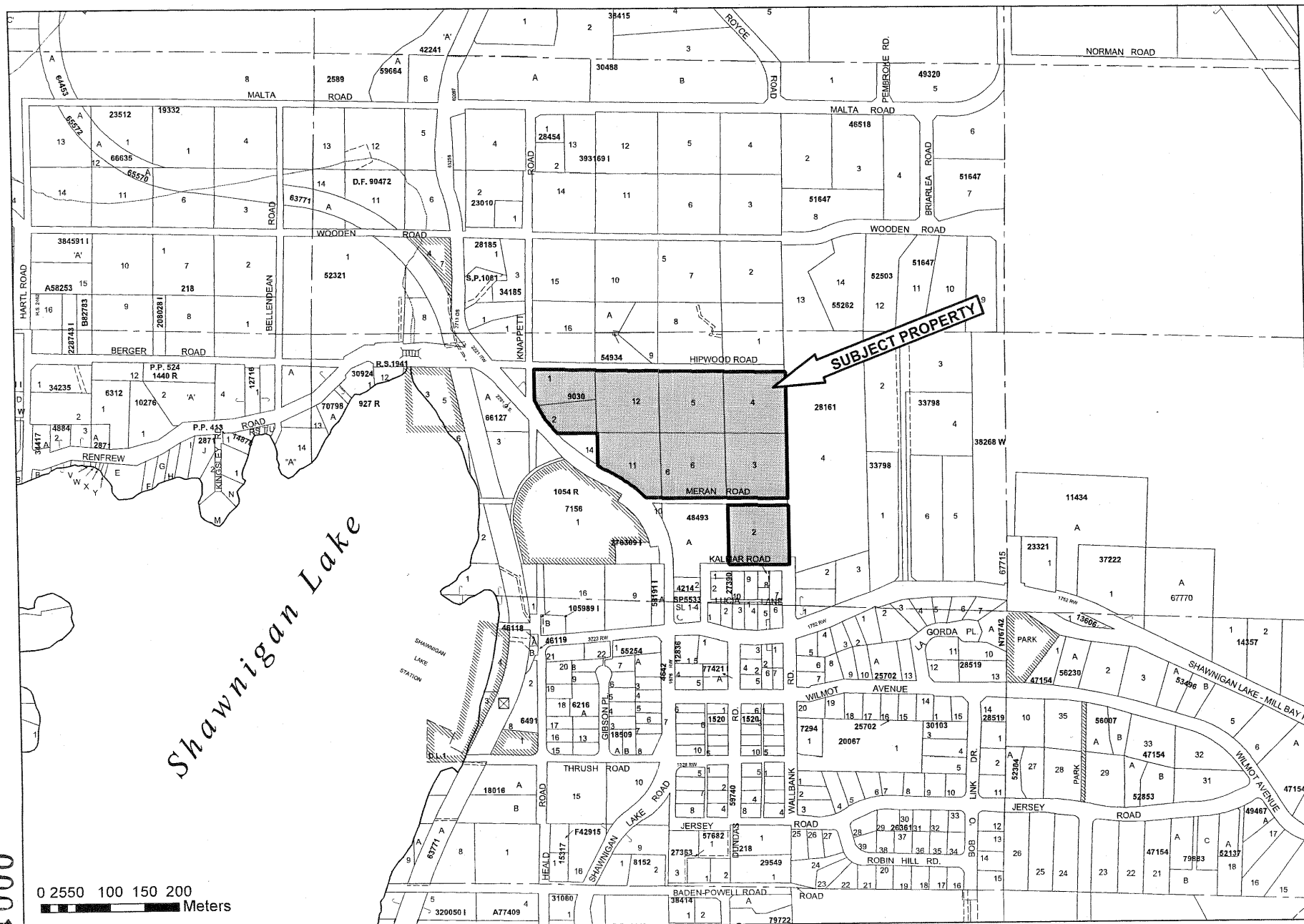
File: 7-B-07-RS

Legend

 Subject Property



Printed: April 16, 2007



Shawnigan Lake

0 25 50 100 150 200 Meters

00172



SR8

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF JANUARY 20, 2009

DATE: January 13, 2009

FILE NO:

FROM: Tom Anderson, Manager

BYLAW NO:

SUBJECT: Meeting with the Ministry of Transportation and Infrastructure

Action:

The Committee is requested to provide further direction.

Purpose:

To determine whether Directors are interested in having a meeting with Ministry and Highway Maintenance Contractors.

Financial Implications: N/A

Interdepartmental/Agency Implications: N/A

Background:

As a result of recent complaints regarding the clearing of snow from roads in electoral areas, Director Marcotte has requested that a meeting be arranged with the Ministry of Transportation and Infrastructure staff and Highway Maintenance Contractor staff to obtain:

- a better understanding of their reasoning for the actions that were taken over the last few weeks, and
- an update on what significant maintenance projects or upgrades they are proposing to undertake this summer.

In that this Regional District is divided by two maintenance contracts, it is proposed that if there is interest in such a meeting, there be two meetings. One covering roads from Saltair north which are maintained by Emcon and another meeting for the rest of the electoral areas which are maintained by Mainroad Contracting.

Submitted by,

Tom Anderson,
Manager
Development Services Department

TA/ca

000118



SR9

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF JANUARY 20, 2009

DATE: January 8, 2009

FILE NO:

FROM: Tom Anderson, Manager

BYLAW NO:

SUBJECT: 2009 Electoral Area Services Committee Meeting Schedule

Action:

That the Committee approve a 2009 EASC meeting schedule and forward it to the Regional Board for information.

Purpose:

It is requested that the Committee consider the proposed Electoral Area Services Committee schedule below so that a recommendation may be forwarded to the Regional Board for information.

Financial Implications:

The proposed schedule will result in some cost savings.

Interdepartmental/Agency Implications:

N/A

Background:

The schedule below represents the changes proposed by Chair Giles. Once again, it is proposed that meetings be held on the first and third Tuesdays of the month, however, it is now proposed that meetings start at 3:00 pm. As per usual, only one meeting will be held in both July and August and meetings will be cancelled if there is insufficient material to be considered.

Tuesday, January 20 th	Tuesday, June 16 th
Tuesday, February 3 rd	Tuesday, July 7 th
Tuesday, February 17 th	Tuesday, August 4 th
Tuesday, March 3 rd	Tuesday, September 1 st
Tuesday, March 17 th	Tuesday, September 15 th
Tuesday, April 7 th	Tuesday, October 6 th
Tuesday, April 21 st	Tuesday, October 20 th
Tuesday, May 5 th	Tuesday, November 3 rd
Tuesday, May 19 th	Tuesday, November 17 th
Tuesday, June 2 nd	Tuesday, December 1 st

000119

The 3:00 pm start has been proposed so that staff may provide introductory PowerPoint presentations on applications and significant reports that appear on the agenda. Presentations will include slides which show the physical attributes and limitations of the property along with dialogue from staff which discusses the issues associated with the application. As such, it is our intent to have the staff person who is responsible for processing the application make the introductory presentation. Hence, the earlier start time is necessary in making such a format change economically viable given the number of staff involved and the potential for overtime costs that would accrue with a later start time.

Submitted by,

A handwritten signature in dark ink, appearing to read 'Tom Anderson', with a long horizontal flourish extending to the right.

Tom Anderson,
Manager
Development Services Department

TA/ca

000120



CVRD

COWICHAN VALLEY REGIONAL DISTRICT

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

Financial Services Department

Submitted by Director

Area

Soren Jensen *Cowichan Stn Section - Glenora*

Grantee:

Grant Amount \$

325

NAME:

Girl Guides of Canada - Mid Island Area

ADDRESS:

Camp Caribou Committee

C/o 11885 Fairtide Road

Sody Smith B.C. V9C 1K5

Contact Phone No:

Marian Davies

PURPOSE OF GRANT:

Assistance with water testing costs

REQUESTED BY:

Director Requesting Grant

Soren Jensen

ACCOUNT NO.

01-2-1950-0169-115

AMOUNT

325.00

GST CODE

10.0

FOR FINANCE USE ONLY

BUDGET APPROVAL

[Signature]

VENDOR NO.

Disposition of Cheque:

Mail to above address:

Return to

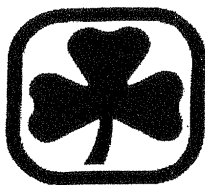
Attach to letter from

Other

Approval at Regional Board Meeting of

Finance Authorization

000121



Girl Guides of Canada
Mid Island Area
Camp Creina Committee
c/o 11885 Fairtide Road
Ladysmith, B.C. V9G 1K5

November 28, 2008

Loren Duncan
Director – Electoral Area E
Cowichan Valley Regional District
175 Ingram Street
Duncan, B.C.
V9L 1N8

Ken Cossey
Director – Electoral Area B

Re: Grant-In-Aid – Maple Lodge Addition/ Renovation

Gentlemen:

To: <i>France</i>		Copies to: <i>Ken Cossey</i>	
From: <i>Loren Duncan</i>			
Subject: <i>Grant-In-Aid</i>			
Date: <i>Dec. 8/08</i>			
File #			

We have successfully completed the applications for Development Variance Permit and Agriculture Land Commission to use land in the ARL for non-farm purposes.

In our previous letter Cowichan Valley Regional District was in the process of reviewing their Official Community Plan. In a meeting held September 17, 2008 an appropriate zoning for our property was initiated to ensure that Camp Creina remains a facility recognized in the Official Community Plan of both Electoral Area E and Electoral Area B.

Due to the re-zoning application process Camp Creina Committee was requested by the Vancouver Island Health Authority to make application for Approval of Water Supply Systems. Due to recent changes in the Safe Drinking Water Act our water system is in non-compliance with current regulations and we must make application to have our system approved.

The history of our water system was that in the past the water quality was unacceptable, so in 1997 Camp Creina Committee upgraded the water system to provide safe drinking water, water samples were analyzed at the time and the system was designed to address the concerns brought up in the analysis; this included upgrading our well, a chlorination system, as well as a purification system resulting in potable water being supplied to all campsites and buildings at Camp Creina. Our capital outlay in 1997 was in excess of \$20,000.00 which we initiated on our own for the safety of our campers.

Regardless of the history and to comply with VIHA, Camp Creina was requested to take new water samples to be submitted for Microbiological; Physical/Chemical analysis; supply a well log and information regarding the location and registration of the well; have a site visit by VIHA representative to inspect the facility. All results were to be sent along with the application for Water Supply Systems.

000122



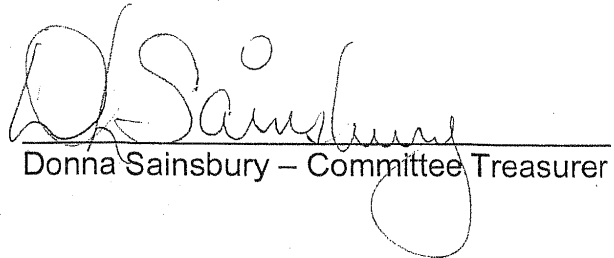
The water samples taken and tested by Cantest Ltd. – Victoria (which showed similar results from our 1997 samples) were extensive and expensive \$659.40. Drillwell Enterprises Ltd. (the installer of the well back before 1971) determined that in order to meet current regulations an upgrading of the well head was required. Drillwell happily provided the materials and labour to make this happen – their cost was \$992.25 which they donated "In Kind". A site visit was done on November 25, 2008 by Allan Rideout, Environmental Health Officer of VIHA; pictures were taken of well head, pump house, treatment center and reservoir. The results of the water samples, well log requirements and site visit by VIHA have all been completed and application submitted – November 26, 2008.

The re-zoning process has incurred costs that were not anticipated by Girl Guides of Canada – Camp Creina Committee. The kindness of Corporate Sponsors has lightened our cost to validate our water system however the costs not covered were not in our budget, therefore we are requesting an additional Grant-In-Aid in the amount of \$650.00. These funds will assist us in completing the re-zoning application process.

Girl Guides of Canada – Camp Creina is committed to providing unique education and experiences to our members/non-members who will in turn contribute and enrich the community. The completion of this project will ensure that Camp Creina's promise to the community will endure and grow.

Yours truly,
Girl Guides of Canada
Mid Island Area
Camp Creina Committee


Marian Davies – Committee Chair


Donna Sainsbury – Committee Treasurer

Cc – Alison Garnet –Planning Technician
CVRD Development Services Department

000123

AP1



MINUTES OF ELECTORAL AREA I (Youbou/Meade Creek) AREA PLANNING COMMISSION MEETING

DATE: September 6, 2008

TIME: 10 am

MINUTES of the Electoral Area I Planning Commission meeting held on the above noted date and time at the Youbou Upper Community Hall, Youbou, BC. Called to order by chairperson Ian Graeme.

PRESENT:

Chairperson: Ian Graeme

Vice-Chairperson:

Members: Ed Danielson, George deLure, Klaus Kuhn, Marcia Stewart

ALSO PRESENT:

Director: Director Brooke Hodson

Alternate Director:

Recording Secretary: Tara Daly

ABSENT:

Vice-chairperson Wayne Friesen, Alternate Director Alex Marshall, Lorne Scheffer

GUESTS:

ACCEPTANCE OF AGENDA:

It was Moved and Seconded to accept the agenda.

MOTION CARRIED

ACCEPTANCE OF MINUTES:

It was Moved and Seconded that the minutes of June 7, 2008 be accepted with corrections of addition of E. Danielson attending and Mike Atkins attending as guest.

MOTION CARRIED

BUSINESS ARISING FROM MINUTES:

- **Youbou Lands** ~ Bylaw 3126 allows secondary suites but APC recommended no secondary suites, bylaw is relating to property owned by Cam Hamilton not Youbou Lands
- **Chair** indicated disappointment that the June meeting had gone forward when neither the chair nor vice-chair couldn't attend, also noted that Staff Report wasn't received soon enough to allow him to email comments; K. Kuhn noted there was a quorum, M. Stewart felt that out of respect everyone should have been in attendance; Director Hodson noted that if a policy isn't in place, a quorum is status quo

000124

DIRECTOR'S REPORT:

- Cowichan Water Basin Management ~ conference calls have been taking place on a regular basis with Director Hodson being one of eight persons partaking; fish counting fence has been moved out of the main stream to a side stream for safety concerns; lake is currently almost at capacity, just 5cm from the top of the weir
- Youbou Lands ~ CVRD staff is working to develop a 'phased development agreement' which would better protect the interests of the applicant and the public, it is a legally binding agreement expected to take four to six weeks to complete and will more firmly outline when, what, and how much, the only other agreement of this type has been completed in Victoria, it will be drafted and ready for signature at the Public Hearing stage to insure compliance, the agreement goes forward with the land. The application has gone to the Electoral Area Services Committee (EASC) and has now gone to the CVRD Board and five agencies including DFO and MoE , who will reply, and BC Ambulance and RCMP who don't reply but take into account when looking at their service requirements
- Defined consultation process with First Nations ~ a hard copy of an application must be given and discussed
- Waterfront Strata at Youbou Lands ~ developers have met with Land Conservancy and are looking at different options, a strata being one of them
- Director Hodson requested a Public Hearing for Youbou Lands the end of September or early October but Staff feels it will be late October before both the by-law and phased development document are completed, there is a lot of detail, the agreement would be signed between 3rd and 4th reading but is prepared at this time showing commitment by the developer
- some comments by APC member about the 'hastily prepared Staff Report' and noted there were quite a few concerns raised and found it remarkable there was little discussion at the CVRD

NEW BUSINESS:

Development Permit Application No. 1-I-08DP (Mann)

- I. Graeme noted the Mr. Mann is unable to attend the meeting and is comfortable with the recommendations that are made
- M. Stewart and I. Graeme walked the site and K. Kuhn has been to some of the site
- K. Kuhn noted the commission should have been reminded that the application would be on the agenda
- Director Hodson gave a brief history of the property ~ 25 year existence, bordered by Marble Bay Park on the east, 1st attempt was for sixteen lots (no perk), 2nd attempt was for thirty-two lots tying into water and sewer from development on other side but partnership fell through, 3rd attempt was eight lots refused by the MoTH, current attempt is a five-lot strata approximately 2 Ha lots; developers have been asked to move right-of-way on east end to the west end allowing future road access to park in Woodland Shores development (those developers have looked at a second access but it's not practical); covenant along foreshore owned by CVRD would allow for a boardwalk and/or camping ~ surprised it has come

DRAFT

- forward without that being cleared up, homeowners in the area would most certainly prefer five lots rather than thirty-two
- comments from APC ~ roads have been put in before riparian regulations, wetland area doesn't seem to be addressed in RAR report, how are property lines going to be laid out? is there comfort with the lot sizes? low density if best option

*It was moved and seconded by the Area I (Youbou/Meade Creek) Area Planning Commission that **Development Permit Application No. 1-I-08DP (Mann)** be issued with the following comments/conditions:*

- 1) *the applicant's proposed density conforms to R2 and the APC views the development favourably with the low density of five (5) lots*
- 2) *follow Section 4. Measure to Protect and Maintain the SPEA section of the CVRD staff report stating '4. Protection of Trees' ~ Fencing is required to demarcate the SPEA zone for lots 1 through 5. Fencing should allow for wildlife movement through (i. e. split cedar rail) and be located at the SPEA boundary and/or greater distance (10m from stream – 30m from lake) from the designated High Water Mark (HWM).*
- 3) *restoration and enhancement to creek referencing report by Ted Burns*
- 4) *special consideration be given to wetlands near the foreshore at east end of property (Lot 4), adjacent to the creek, to protect the SPEA zone and riparian values*
- 5) *careful consideration given by CVRD staff when determining the status of the covenant currently in place, specifically the invasion into SPEA*
- 6) *before any further activity takes place, a survey be provided for siting purposes before CVRD staff issue any permits*
- 7) *follow policy 13.7(g) of the Area I (Youbou/Meade Creek) OCP noting the recognized high water mark of 164m.*

MOTION CARRIED

ANNOUNCEMENTS:

- next meeting October 4, 2008 at 10am in Upper Community Hall in Youbou

ADJOURNMENT:

The meeting was adjourned at 12:08 pm.

/s/ Tara Daly
secretary

AREA 'C', COBBLE HILL ADVISORY PLANNING COMMISSION MINUTES

Thursday, December 11, 2008
Cobble Hill Hall Dining Room, Cobble Hill

Present: Rod de Paiva, Chair; Rosemary Allen; Al Cavanaugh; David Hart; Jerry Tomiljenovic, Jens Liebgott, Brenda Krug

Guests: Gar Clapham, Betsy Burr, Valerie and Leo Gervais

Regrets: Dave Thomson; Robin Brett, John Bertagnolli

Chair de Paiva called the meeting to order at 7:01 p.m.

Agenda: *Moved/seconded that the New Business be moved to the top of the agenda. Carried*

New Business:

Gervais Application ALR Application 2-C-08ALR (Gervais)

Purpose: For a subdivision in accordance with Section 21(2) of the Agricultural Land Commission Act and section 946 of the Local Government Act.

Leo Gervais presented a detailed history of the property and the activity pending subdivision (construction of an outbuilding and percolation testing) undertaken to date.

After a short discussion it was moved/seconded *that the APC recommend approval of the application. Carried unanimously*

Minutes: *Moved/seconded that the minutes of the November 6th, 2008 meeting be adopted as circulated. Carried*

Chair de Paiva welcomed Jerry Tomiljenovic and Jens Liebgott to the APC.

Director's Report: No report. Chair de Paiva suggested the APC members read Director Giles report on the South Cowichan Governance Study in the South Cowichan News.

Next Meeting: The next meeting of the APC will be **Thursday, January 8th, 2009.**

Adjournment: The meeting adjourned at 7:25 p.m.

submitted by Brenda Krug

AP3

AREA 'C', COBBLE HILL ADVISORY PLANNING COMMISSION MINUTES

Thursday, January 8th, 2009
Cobble Hill Hall Dining Room, Cobble Hill

Present: Rod de Paiva, Chair; John Bertagnolli; Rosemary Allen; Al Cavanaugh; Jerry Tomiljenovic, Jens Liebgott, Dave Thomson; Brenda Krug

Also present: Gerry Giles, Area 'C' Regional Director; John Krug, Alternate Director

Guests: Gar Clapham, Betsy Burr, Shirley Thomson

Regrets: David Hart; Robin Brett,

Chair de Paiva called the meeting to order at 7:00 p.m.

Minutes: *Moved/seconded that the minutes of the December 11th, 2008 meeting be adopted as corrected. "September" in the heading replaced with "December".*
Carried

Agenda: Chair de Paiva asked the committee to decide the order of the New Business. It was decided to follow the order of the agenda.

New Business:

1. Election of Chair: Rod de Paiva asked Director Giles to assume the Chair for the election of this position. Director Giles called for nominations. The nomination of Rod de Paiva was duly moved/seconded and with no further nominations coming forward was declared elected. The APC expressed thanks and appreciation to Rod for his fine effort during the past year and for agreeing to once again assume the Chair. Director Giles then returned the meeting to Chair de Paiva.

Election of the Vice Chair: Chair de Paiva called for nominations. The nomination of Al Cavanaugh was duly moved/seconded and with no further nominations coming forward was declared elected with the sincere thanks of the committee members.

Election of the Secretary: Chair de Paiva called for nominations. The nomination of Brenda Krug was duly moved/seconded and with no further nominations coming forward was declared elected and thanked by the members of the APC.

Director Giles introduced John Krug as the Area 'C' Alternate Director.

2. Review of the Role and Responsibilities of the APC: Chair de Paiva led a discussion of the role and responsibilities of the commission emphasizing the APC Handbook and especially the Points to be Considered (pages 15, 16 & 17) when a proposal comes forward to the commission. He also explained that the Area Director may bring specific issues before the APC for discussion. He reminded the members that "the best interest of the community" should always

000128

be a major consideration in any recommendation. Director Giles requested that the committee members bring forward concerns they may be made aware of in the community as she would appreciate hearing them as often people will mention items to APC members that they do not bring up to her. She also stated that the CVRD Board of Directors is the body that makes the final assessment and decision on a proposal and may not accept the recommendation of the APC, but that the advice of an APC is an important tool in the consideration of an application. A general discussion of the role of the APC followed with one of the primary concerns being maintaining community control over future development. Director Giles gave an explanation of Development Permit Areas. She also described the Governance and Services Study that is presently ongoing in South Cowichan to identify government services delivery and how they may be improved.

3. Submissions or Presentations: None

Director's Report – Director Giles reported on several items:

1. The progress of applications the APC has considered during the past few months
2. The CVRD action taken to contain/prevent the foul smell emanating from recycling operations on "Fisher Road.
3. The progress of the Official Community Plan due to come before the OCP Committee by January 15th.
4. The Parkland Acquisition Fund referendum vote in Cobble Hill was 297 in favour to 66 against.
5. An update on the Highways Yard in Cobble Hill and the possibilities for remediation of that property were explained.
6. John Krug gave an overview of the 2008-09 parks initiative for Cobble Hill at the Director's request.
7. Jens Liebgott gave a report on the Galliers Green sewage treatment take over by the CVRD at the Director's request. It was noted that the transfer took place at 3:52 p.m. on December 17th, 2008.
8. The Alternative Approval Process (AAP) for the Groundwater Initiative is now being advertized. The Initiative was explained by the Director and its importance emphasized by the APC members.

Next Meeting: The next meeting of the APC will be **Thursday, February 12th, 2009.**

Adjournment: The meeting adjourned at 8:30 p.m.

submitted by Brenda Krug

AP4

ELECTORAL AREA "E" APC MEETING MINUTES

GLENORA COMMUNITY HALL

November 13, 2008

Chairperson: Jim Marsh

Director Area "E": Loren Duncan

Members: Frank McCorkell, Dave Tattam and Keith Williams (no quorum).

Absent: Colleen MacGregor, Dan Ferguson, Ben Marrs, Darren George,
John Salmen and David Coulson.

Meeting called to order at 7:15 pm.

New Business:

1. Application File # 2-E-08ALR

Applicant: Van Huizen

Delegates: Fred and Andrea Van Huizen

MOTION:

It was moved and seconded that the application be accepted.

Motion carried

2. Application File # 4-E-08ALR

Applicant: Weninger/Siciliano

Delegates: Brant Weninger and Gwen Siciliano

MOTION:

It was moved and seconded that the application be accepted.

Motion carried

Meeting adjourned at 9:45 pm

Acting Secretary: Jim Marsh

PK1

MINUTES OF ELECTORAL AREA I (Youbou/Meade Creek) PARKS COMMISSION MEETING

DATE: December 9, 2008

TIME: 7:00pm

MINUTES of the Electoral Area I Parks Commission Meeting held on the above noted date and time at Youbou Lanes, Youbou, BC. Called to order by chair at 7:07pm.

PRESENT:

Chairperson: Marcia Stewart

Vice-Chairperson: Sheny Gregory

Members: Wayne Palliser, Gerald Thom

ALSO PRESENT:

Director: Klaus Kuhn

Alternate Director:

Secretary: Tara Daly

Guests:

ABSENT: Chris Hess, Alternate Director Alex Marshall, Dan Nickel

ACCEPTANCE OF AGENDA

*It was Moved and Seconded to accept the agenda with additions of:
Mile 77 Park and Little League Park under Old Business and
Maintenance Contractor, Mile 77 Park, and meeting dates for
2009 under New Business*

MOTION CARRIED

ACCEPTANCE OF MINUTES

It was Moved and Seconded that the minutes of November 18, 2008 be accepted as circulated.

MOTION CARRIED

BUSINESS ARISING

- **Little League Park** ~ the infield is completed
- **Woodland Shores** ~ concerns expressed by Commission members about trailers encroaching into the riparian area on the south side of the property, logging trucks travelling through property and burning on the north side of the property; Director Kuhn will look into; is by-law in place restricting access across the parkland from private blocks farther west on the peninsula?
- **Mile 77 Park** ~ W. Palliser has spoken with R. Lendrum who is setting up a walkabout meeting with appropriate persons; R. Lendrum noted that 1.5 metre wide beach access is allowed in the development and has had five (5) private owners ask for more access which has been denied so is concerned about any leeway given to parks; the original idea for the park was to maintain the natural setting with the option to develop in the future as needed; W. Palliser noted that thirty (30) persons utilized the site on warm summer days

DIRECTOR'S REPORT

- just getting started, a lot to learn
- Gerry Giles, Area C (Cobble Hill) director has been voted in as chairperson of the Board of Directors of the Cowichan Valley Regional District

000131

COWICHAN LAKE RECREATION

- New Year's Eve dance at the Youbou Community Hall with '4 Wheel Drive' band
- reorganization of **Parks, Recreation & Culture Division** of the CVRD ~ Brian Farquhar, Manager, Parks & Trails Division; John Elzinga, Manager, Island Savings Centre; Kim Liddle, Manager, South Cowichan Recreation; Linda Backlund, Manager, Cowichan Lake Recreation; Tracy Hamilton, Manager, Arts & Culture Division
- reorganization of **Engineering & Environmental Services Department** of the CVRD ~ Jim Wakeham, Manager, Facility, Fleet & Transit Division
- L. Backlund reports there will be two (2) people needed to fill her current position

CHAIRPERSON'S REPORT

- met with Director Kuhn, at which time he said he would like to maintain the Parks Commission as is
- S. Gregory, M. Stewart, and D. Nickel are to be re-appointed; W. Palliser has one (1) year remaining in his term, and G. Thom has agreed to stand for election at the AGM

COWICHAN VALLEY REGIONAL DISTRICT

- **Lubin Park** ~ located at **Lot 46, Block 7, Cowichan Lake District, Plan 4935 (Lubin)** is four (4) acres; seller donated of 75% of the land with Area I (Youbou/Meade Creek) Parks Commission purchasing the remainder; an identifying sign would be about \$2 500 with discussion to be held during the 2009 budget year
- **Arbutus Park** ~ the 'missing' dock has been found and identified; the owner of the property where it is situated will be contacted by the end of this week (December 12, 2008) or after January 3, 2009; B. Farquhar is dealing with this matter
- **Little League Park** ~ the upgrades to the infield have been completed
- **Nantree Park** ~ the six (6) foot high fence is in; 'deer' fence at a cost of \$1 525 + taxes was used in place of 'chain link' fence which would have been \$4 000; signage still has to be put up
- **Maintenance Contract** ~ there were twenty-one (21) responses from the tender for Areas A – E; Area I Maintenance Contract will go to tender in January

OLD BUSINESS

- **Font Board** ~ 6' high X 12' wide costs \$6 500, 4' high X 12' wide costs \$5 700, neither includes installation and taxes; G. Thom will measure the distance between the posts and get the information to M. Stewart
- **Font Board** ~ M. Stewart will speak with R. Dias or B. Farquhar asking that *a letter be sent to Geoff Millar, EDC, confirming the availability of grant funds to the end of April 2009 allowing the Parks Commission to complete the project*
- **Little League Park** ~ irrigation needs to be considered when upgrades are done on the outfield; the *Parks Commission is okay with lifting the sod, levelling the ground, and replacing the sod*; there is a concern that new grass would not be ready for the ball season and there is nothing wrong with the current grass, the ground is just uneven

NEW BUSINESS

- **Maintenance Contract** – there was a garbage issue with a bear at Arbutus Park; the contractor has agreed to pick up the garbage once a week until the end of the year at a cost of \$100 per month

000132

- **Maintenance Contract** – will go to tender in January, discussion on looking at the Town of Lake Cowichan maintenance crew or Cowichan Lake Recreation maintenance crew having responsibility for maintenance for Area I Parks; discussion, Director Kuhn will investigate further
- **Mile 77 Park** – B. Farquhar has \$500 in coupons from UBCN to purchase trees; 1-2 foot native plantings should be put west of the creek, under the bank, on the grassy area for shade and wherever else they are needed, Douglas Fir, Hemlock, big leaf Maple, Silver Maple, and Poplar are the preferred choices; M. Stewart to price out and to contact B. Farquhar as the planting should be done now
- **Meeting Dates for 2009** will remain on the third Tuesday of the month with the following dates identified: January 13, February 10, March 10, April 14, May 12, June 9, July 14, August 11, September 8, October 13, November 10, December 8. The August meeting may be cancelled due to volunteering for the Regatta
- **Community Events** – discussion held with the following ideas: 1) community ballgame to celebrate the refurbishing of the Little League Park, 2) plant identification walkabout, 3) hike at Marble Bay Park, 4) Canada Day at Arbutus Park 5) Pitch-In Week including cleaning Youbou Road, 6) picnic at Mile 77 Park; Commission asked to give some thought to activities with dates to be set in February with the intent to publish them in the Cowichan Lake Recreation PlayBook for Spring 2009
- **Youbou Lands** – the Phased Development Agreement (PDA) which outlines what and how the development will be done over a ten (10) year period will be given 1st and 2nd reading at the next CVRD Board meeting; it also includes a clause stating there will be no further development to the west of the site until 75% of Youbou Lands is developed; the document can be reviewed on the CVRD website under Agenda (pages 72-94)
- **Youbou Lands** – concern raised about a dump (cans/bottles) west of Youbou Creek that should be cleaned up, Director Kuhn noted the PDA is only a rough timeline
- **former Director Hodson** relayed his thanks to the Parks Commission for their dedication and said he enjoyed working with everyone

ADJOURNMENT

It was Moved and Seconded that the meeting be adjourned at 8:55pm.

MOTION CARRIED

NEXT MEETING

Next meeting on January 13, 2008 at 7:00pm at Youbou Lanes

/s/ Tara Daly
Secretary

PK2

Shawnigan Lake Parks and Recreation Commission
Electoral Area B Meeting Minutes
September 18, 2008
Shawnigan Lake Community Centre

Members Present:

Margaret Symon - Chair
Gerry Gutensohn - Recorder
Bill Savage
Bob Austad
Catherine Whittome
Trina White

CVRD staff

Brian Farquhar – Parks and Recreation
Tanya Soroka – Parks and Recreation

Guests

Lanarc Consulting:
Doug Backhouse and Kelsey Cramer

Meeting commenced 6:15 p.m.

Old/Continuing Business

Shawnigan Lake Community Parks and Trails Master Plan:

Lanarc presented to the Commission an update on the Parks and Trails Master Plan. This information was the result of public input, and Lanarc provided preliminary cost estimates for the improvements identified for each facility, including the lakefront road ends. Commission members are to review the information and be prepared to discuss at the next meeting

Recess:

Meeting recessed for the Angus Murray's public presentation on his successful summiting of Mt. Everest.

Meeting reconvened at 8:25.

Acceptance of Minutes. It was Moved and Seconded that the minutes of Area B Parks Commission meeting of July 17, 2008 be accepted.
MOTION CARRIED.

2009 Parks and Recreation Community Park Budget:

B. Farquhar led the discussion on the upcoming budget planning exercise. Current year (2008) budget and forecast information was provided, and compared to proposed 2009 budget figures. This is still early in the planning process. Of particular interest were the student summer crews and the capital budget pertaining to Shawnigan Hills and Elsie Miles school.

Meeting adjourned: 9:30 p.m.

Next meeting September 25 (open house).

October 16, 2008
Shawnigan Lake Parks Commission
Meeting Minutes

PK 3
REC _____
NOV 21 2008

Members present: Margaret Symon
Gerry Gutensohn
Bill Savage
Catherine Whittome
Trina White - scribe

Review of minutes from July 17, 2008 meeting – Approved

Old Business:

Elkington Property – site visit 08/09.17

Gone to zoning, we can make a motion at this time but we do support the initial concept but will wait for further information before committing to the parks portion.

Silvermine; Bob O Link Trails – site visits summer/fall 2008 (Dan Brown, Ryan Lundrum, Margaret Symon)

Bob O Link Trail: 1721 Elford road - Encroachment on trail, need to have encroachment removed. **We pass a motion to ask CVRD staff to send a letter to residents.**

We also passed a motion to link Treit Road and Bob O Link.

Shawnigan Station

Refer to CVRD memo

We pass the motion with the requirement to upgrade the existing trail to make viable for bikes, buggies, ext before handing over to parks.

South Cowichan Community Dog Park

Good response from community

Government Wharf upgrades

Cross braces and installed buoys. Warren Jones has been provided a copy of the quote that we received this week.

New Business

Mason's Beach

Residents planted a memorial tree and it was recently vandalized. We would like to request further information on this issue before committing to re-planting. Example: size of tree, location, when was it originally planted, who paid for the tree and the planting?

Stebbings Road

5.3 hectares is getting rezoned for eco industrial park. **Need further clarification if this falls into the parks subdivision rezoning program**

Parks Master Plan

We started to review all the details provided to us by the consultant. We would like further explanation on some of their suggestions. Would be helpful to have Doug Backhouse (Lanarc) attend an upcoming meeting.

PK 4

Shawnigan Lake Parks and Recreation Commission
Electoral Area B Meeting Minutes
November 20, 2008
Elsie Miles School

NOV 26 2008

Members Present: Margaret Symon - Chair Gerry Gutensohn - Recorder Bill Savage	Members Absent: Bob Austad Catherine Whittome Trina White
CVRD members present: Ken Cossey – Area B director Tanya Soroka – CVRD Parks	Guests: Doug Backhouse - Lanarc Consulting Kelsey Cramer - Lanarc Consulting Sarah McLeod Madeline Long
Meeting commenced: 6:35 p.m.	Meeting adjourned: 8:05 p.m.

Old/Continuing Business

Acceptance of Minutes. It was Moved and Seconded that the minutes of Area B Parks Commission meetings of September 18 and October 16, 2008 be accepted with minor corrections.

MOTION CARRIED.

Mason's Beach memorial tree. Information requested last meeting was provided. The memorial tree was planted in 2002 but vandalized. While Mason's Beach was the chosen location, the proponent (represented by Volunteer Cowichan) is agreeable to having a replacement planting in a different spot. Members agreed that Shawnigan Hills would be an appropriate location since the tree can be part of the planned landscape design and be properly maintained. The proponent will donate a memorial plaque as well.

Regional Parks and Trails referendum. Referendum on Nov. 15 passed (60% in favour).

Shawnigan Lake Community Parks and Trails Master Plan:

Lanarc presented a further update on the Parks and Trails Master Plan to get feedback on the recommendations as set out in section 5. The commission should focus on the high priority items since there is insufficient budget to cover the medium and low priorities (and not even enough for the high ones). Items of note were:

- Lanarc to distinguish the difference between spending requirements and park priorities. i.e. a park having high ecosystem values may be of high priority, but not require any spending.
- Road ends acquisition should be re-defined as a single project with high importance.
- A separate meeting should be arranged for the commission to deal solely with report recommendations.

The commission was appreciative of the work Lanarc has done to date on this project.

000137

New Business

100,000 Seedlings. 50,000 cedar and 50,000 fir seedlings, 2 years old, are available for purchase. Further research is required before any decision can be made:

- where to plant (Stebbings Road Community Forest?)
 - who could assist in planting (schools, community groups etc)
 - possibility of funding assistance (i.e. a grant-in-aid)
 - the purchase price of the seedlings
 - cost of browse guards for cedar seedlings
-

PK 5
DEC 10 2008

MINUTES OF ELECTORAL AREA I (Youbou/Meade Creek) PARKS COMMISSION MEETING

DATE: November 18, 2008

TIME: 7:00pm

MINUTES of the Electoral Area I Parks Commission Meeting held on the above noted date and time at Youbou Lanes, Youbou, BC. Called to order by chair at 7:10pm.

PRESENT:

Chairperson: Marcia Stewart

Vice-Chairperson: Sheny Gregory

Members: Dan Nickel, Wayne Palliser, Gerald Thom

ALSO PRESENT:

Director:

Alternate Director:

Secretary: Tara Daly

Guests:

ABSENT: Chris Hess, Director Brooke Hodson, Alternate Director Alex Marshall

ACCEPTANCE OF AGENDA

It was Moved and Seconded to accept the agenda as circulated.

MOTION CARRIED

ACCEPTANCE OF MINUTES

It was Moved and Seconded that the minutes of October 7, 2008 be accepted as circulated.

MOTION CARRIED

BUSINESS ARISING

- **Do we receive any notification of when work has been completed on projects?**
- **Little League Park** ~ work is being done now, grass on infield has been scraped off and will be replaced with Playball, pitcher mound has been raised to specifications, the outfield will be completed in the Spring of 2009
- **Nantree Park** ~ boomsticks will be removed from the outer boundary and replaced with new floatation material, fence being installed will attach to an existing fence on the east border
- **Mile 77 Park** ~ W. Palliser has decided not to hire a crew to complete the work, looking for volunteers, the west side of the creek needs to be brushed out, clarification is needed about entering into the riparian zone, W. Palliser will contact Director Hodson and Ryan Lendrum along with DFO; W. Palliser has confirmed he will dig the trench for the Font Board but needs to know what underground services are in place and where
- **Woodland Shores** ~ riparian area on the south shore has been invaded by the construction crew, discussion held on whether letters should be written

COWICHAN LAKE RECREATION

- CVRD website revision will be up and running by the end of November
- Playbook will be out soon for January to March 2009
- February 20, 2009 will see a 'Spirit of BC Celebration' at the Cowichan Lake Sports Arena

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- New Year's Eve dance at the Youbou Community Hall with '4 Wheel Drive' band

CHAIRPERSON'S REPORT

- Ryan Dias has been hired as the Operation Manager for Parks
- R. Dias, R. Lendrum, Director Hodson, and M. Stewart toured Mile 77 Park, Nantree Park, and Little League Park, irrigation lines are being winterized at Mile 77 Park, couldn't complete the winterization at Little League Park because of an electrical short (contact Lorne Scheffer from Carmanah Electric to see if he can find the problem)

COWICHAN VALLEY REGIONAL DISTRICT

- **Little League Park** will be \$9 000 to complete the infield upgrades
- **Price Park** has had two (2) trees cut down and two (2) trees topped leaving the bottom portions for habitat
- **Garden Gate** contractor's contract is finished at the end of December 2008, they will submit a new price for consideration as the contract has a clause for a further two (2) years
- it was noted the pumpkins at the 'Youbou Welcomes You' sign should have been removed by November 15th and the leaves in the parks should be cleaned up by the end of November to prevent any further tromping down
- **Arbutus Park** ~ a few details remain to be worked out but the homeowner who is in possession of the dock will be contacted by early December to have the dock returned to the park

OLD BUSINESS

- Maintenance Contract ~ should include a) opening of washrooms at Little League Park from May to September (after Labour Day weekend) dawn to dusk the same as Mile 77 Park b) garbage cans should be placed outside of the washrooms at the Little League Park and emptied every two (2) days c) doggie dispensers should be in all parks and maintained d) grass cut in Little League Park on Tuesday mornings in time for Tuesday night games with Horsehoe Pits also being cut in a timely manner e) contract should include consequences for non-compliance and be enforced
- **Parks Binders** ~ do not have maintenance contract, Commission members request that when the new contract is complete that they receive copies for their binders
- **Maintenance Contractor** ~ ask that they attend the January Parks meeting
- trees need to be trimmed along the west of the Little League Park field as they are interfering with the foul line during softball games
- hand sanitizers were never in place in the porta-potties

ADJOURNMENT

It was Moved and Seconded that the meeting be adjourned at 9pm.

MOTION CARRIED

NEXT MEETING

Next meeting on December 9, 2008 at 7:00pm at Youbou Lanes

/s/ Tara Daly
Secretary

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PK6

COBBLE HILL PARKS AND RECREATION COMMISSION MEETING

Monday, December 8th, 2008 7:00 pm.

Cobble Hill Hall

MINUTES

Those present: John Krug – Chair, Richard Shaw, Bill Turner, Lynn Wilson, Linden Collette, Alan Seal and Area 'C' Director Gerry Giles.

Also present: Tanya Soroka – CVRD Parks, Doug Backhouse and Kelsey Cramer – Lanarc consultants

Review of the Cobble Hill Parks and Trails "Draft" Master Plan :

The main purpose of the meeting was the review of this "Draft" Parks & Trails Master Plan for Cobble Hill.

Kelsey and Doug led the Commission through a review of the Key Priorities Section 5.2 then examined the rest of the parks and trails recommendations contained in sections 5.3 through 5.7 along with the capital budget and timelines.

Key Priorities were identified as:

- Fairfield Road Trail – parking, garbage containers and signage
- Whitecap Road – improvement to stairs, parking and garbage containers
- Liberation Park – Cenotaph refurbishment, park, benches and trails
- Bicycle Skills Park – develop and build at the base of Cobble Hill Mountain
- Garnett Creek Ecosystem – pathway and bench area
- Quarry Nature Park – washroom improvements, small dog park
- Works Yard – acquisition
- Verner Road – pathway construction
- Cobble Hill Road, Hutchinson Road and Telegraph Road shoulder trails

It was agreed that Liberation Park, the Bicycle Skills Development Park, Watson Avenue Walkway, the Small Dog Park, Quarry Nature Park, the Train Station, the Acquisition of the former highways works yard and the partnership with the Northwest Wildlife Preservation Society are top priorities for the ensuing three years.

New Business:

1. Each member of the Commission is to review the memo from Dan regarding signage for Cobble Hill Mountain and submit their comments directly to Dan for his consideration.

2. A request for a pathway to be constructed to connecting Cowerd Road with Chapman Road was brought forward for consideration by the committee. Bill Turner agreed to conduct a site visit and report back to the commission on this pathway and where it might fit in the Parks & Trails Master Plan priority list.
3. Retrieving the compressor from Cobble Hill Mountain is still on the 'to do' list. It was suggested that consideration be given to creating a rest area where the compressor is currently located once it is removed.
4. Moved/seconded

that the bike park design invoice from Jarrett Lunn in the amount of \$300.00 be paid from the 2008 Cobble Hill parks budget surplus.

MOTION CARRIED

The meeting adjourned at 9:02 p.m.

John Krug, Chair



PK 7

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF TUESDAY, JANUARY 20, 2009

DATE: January 13th, 2009 **FILE NO:**
FROM: Ryan Dias, Parks Operations Superintendant **BYLAW NO:**
SUBJECT: Electoral Areas A to E Parks Maintenance Contract Award

Recommendation:

That the 2009-2010 Electoral Area A-E Community including Sub-Regional and Regional Park Maintenance Services Contract be awarded to Easy Living Holdings Ltd. of Nanaimo/Duncan in the amount of \$302,440.00 including GST, based on the RFP bid received Monday December 15, 2008.

Purpose:

To request award of the 2009-2010 Electoral Area A-E Community and Regional Parks Maintenance Services contract. The contract is based on a 23-month service period from February 2009 to December 31, 2010.

Financial Implications:

This contract would be funded by the respective Electoral Areas A to E Community Parks, Sub-Regional Parks and Regional Parks Budgets.

Interdepartmental/Agency Implications:

N/A

Background:

Parks Maintenance Services contracts are used to achieve consistent service delivery in CVRD Parks for the maintenance and upkeep of developed park facilities, amenities and greenspace areas for public use and enjoyment in a safe maintained environment. In order to maintain this level of service for park care, parks maintenance contracts detail the extent and frequency of duties that a contractor must consistently fulfill throughout the term of the maintenance contract. These requirements are outlined in a Request for Proposal ("RFP") document, which provides detail on the scope of work expected from a contractor that is consistent with a standard of care established by CVRD Parks. The Parks maintenance contractor provides the CVRD with the necessary contract staff, equipment, tools, vehicles, supplies and resources to complete the parks maintenance services requirements of the Regional District. In addition, through contracting of parks maintenance services the Regional District transfers all

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liability to the contractor related to parks maintenance services, and minimizes the Regional District's exposure to potential risk related incidents or occurrences within CVRD Parks that could result from providing this type of service delivery.

At the regular Board meeting of November 12, 2008 the following resolution was passed: "That separate Request for Proposals for the provision of Parks Maintenance Services contract be issued for Electoral Area A-E Community Parks, Electoral Area F Community Parks, Electoral Area H Community Parks and Electoral Area I Community Parks."

The Parks maintenance services contractor for Electoral Areas A-E Community Parks is inclusive of Sub-Regional Parks and Regional Parks maintenance services. This contract is a year round contract, which is scheduled to terminate January 31, 2009. In response to the resolution of the Board, a Request for Proposals (RFP) for Parks Maintenance Services for Electoral Area A-E Community Parks (inclusive of Sub-Regional Parks and Regional Parks) was issued December 1, 2008. For the Area A-E Community Parks RFP, advertising of the service contract were placed in the local papers (News Leader/Pictorial and Citizen) both weekend and mid week editions from November 29th – December 10th, 2008. In addition, RFP documents were made available on BC Bid and the Yellow Sheets online public bid sites. Staff also conducted advance notification for known landscape contractors in the Cowichan Valley in order to ensure the RFP was well advertised and to encourage broad interest and response from qualified contractors.

RFP submissions received for Electoral Area A-E Contract:

Twenty-Seven RFP packages were requested by interested parties, with five bid submissions received prior to the submission deadline of December 15th 2008 at 2:00 pm. Proponents were required to provide a detailed proposal including an all-inclusive bid price (including GST) with further break down of costs per Electoral Area, including Sub-Regional and Regional Parks.

Proposals were received from:

Valhalla Trails Ltd.	(Cowichan Bay)	\$584,850.00
Iverson Forest Management	(Duncan)	\$480,694.72
Carlson Yard Service	(Mill Bay)	\$428,113.63
Easy Living Holdings	(Duncan/Nanaimo)	\$302,400.00
West Coast Gardening	(Sooke)	\$265,650.00

Parks Staff have evaluated all proposals in the areas of past work experience, work history, knowledge of the contract expectations, references and past performance appraisals, and bid price. The proposal received from West Coast Gardening was the only one that did not meet the mandatory bid criteria as outlined in the RFP, and was therefore disqualified. The bid criteria not met by West Coast Gardening included: receiving the bid in the required format, not attaching a proposed work schedule, and not including any details on staff, or past contract references. For these reasons West Coast Gardening was excluded from further consideration.

Of the four remaining bids, the contract prices from both Valhalla Trails Ltd. and Iverson Forest Management were both significantly above the budgeted amount for parks maintenance services in the various parks budgets applicable to this contract, and therefore both these bid submissions scored low in the evaluation. Carlson Yard Service was the next bid at \$428,113.63 followed by Easy Living Landscaping at \$302,400.00. A difference of \$126,000.00 separated these two bids. Carlson Yard Service is a local company, however in evaluating the company's previous experience it is noted that the company has minimal experience in large scale commercial

landscaping and parks maintenance services contract work. Carlson maintains it has all local employees, however the evaluation noted a lack of experience and expertise in the areas of irrigation, playgrounds, and turf management. Easy Living Holdings Ltd. has provided the lowest qualified bid price, and has scored the highest in the evaluation process. The headquarters of Easy Living Holdings is based out of Nanaimo, however the company also recently set up a local base of operations on Boys Road for work carried out in the Cowichan Valley.

Easy Living Holdings has provided park maintenance services for the City of Nanaimo for the past 12 years, and has over 24 years of service in the municipal maintenance field. The company holds several local residential landscape contracts in the Cowichan Valley, and has recently completed Landscape construction at the new Cowichan Aquatic Centre, as well as landscape upgrades to the Island Savings Centre. Their local foreman and crew are supplemented by an in house team of professionals which include horticulturalists, ticketed irrigation specialists, grounds maintenance crew, ticketed machine operators, certified playground inspectors and knowledgeable turf management staff. Evaluation of the proposal from Easy Living Holdings has confirmed that this company has the necessary technical expertise to undertake complex landscape construction, planting and irrigation jobs, and proficiency in the areas of park care services.

The following breakdown identifies the costs proposed by Easy Living Holdings Ltd. over the two-year term as they pertain to participating Electoral Areas and Regional Parks.

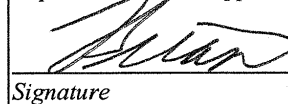
Electoral Area	2009	2010
Area A	\$28,000	\$28,000
Area B	\$34,000	\$34,000
Area C	\$28,000	\$28,000
Area D	\$24,000	\$24,000
Area E	\$15,200	\$15,200
Sub-Regional and Regional Parks	\$14,800	\$14,800
GST	\$7,200	\$7,200
TOTAL	\$151,200	\$151,200

Submitted by,



Ryan Dias,
Parks Operations Superintendant
Development Services Department

Department Head's Approval:



Signature

RD/ca

000145



PK 8

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF TUESDAY, JANUARY 20, 2009

DATE: January 13, 2009

FILE NO:

FROM: Tanya Soroka, Parks Planning Technician

BYLAW NO:

SUBJECT: Grant Funding approval by the Ministry of Forests and Range for the Community Fuel Management Pilot Project to take place in Shawnigan Lake – Electoral Area B

Recommendation:

That the Electoral Area Services Committee receives this report for information purposes only.

Purpose:

To inform the Electoral Area Service Committee that the Union of British Columbia Municipalities along with the Ministry of Forests and Range approved the Grant application in the amount of \$25,000 or 50% of the cost of the project for Grant funding for the Community Fuel Management Pilot Project to take place in Silvermine Park in Shawnigan Lake.

Financial Implications:

The Grant contribution is in the amount of \$25,000 or 50% of the actual cost of the project, whichever is less. Matching funds will include in-kind contributions from staff and volunteers as well as funds from Area B community parks.

Interdepartmental/Agency Implications:

N/A

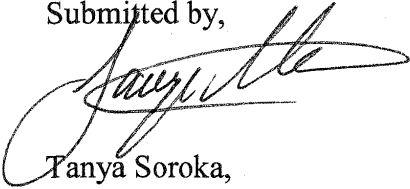
Background:

On June 11, 2008 the Regional Board approved the submission of a Grant Funding application for \$25,000 to the Ministry of Forests and Range for a Community Fuel Management Pilot Project. The Shawnigan Lake Parks and Recreation Commission had identified four parks in the Shawnigan Lake Area that they wished to reduce the fire risk in from fuel loading. The application was submitted in August 2008 to the Union of British Columbia Municipalities. Ministry of Forests and Range staff reviewed on site each of the 4 pilot project areas that were identified and through their assessment approved the pilot project to take place in one of the four parks, Silvermine Park (see attached report).

000146

The purpose of the program is to assist communities in conducting pilot projects to explore fuel management treatment alternatives and to demonstrate/showcase these alternatives for the local community. The objective is to test these methodologies on a small scale prior to implementing larger scale operations, as well as raising the awareness of the necessity of fuel management as part of public education. The project will allow CVRD Parks to experiment with different types of treatments (pruning, stem removal, chipping, as well as removal of Large Woody Debris and fine fuels) to reduce the fire risk in local parks and to minimize impact on the environment. The goals of the fuel management project are to reduce the density of the stand, increase height to live crown ratios, sapling removal and surface fuel removal.

Submitted by,



Tanya Soroka,
Parks Planning Technician
Development Services Department

TS/ca

Department Head's Approval

Signature

UNION OF
BRITISH
COLUMBIA
MUNICIPALITIES

Administration provided
by UBCM

Funding provided by:
Province of B.C.



LGPS Secretariate

Municipal House
545 Superior St
Victoria BC V8V 1X4

Phone: 250 356-5134
Fax: 250 356-5119

Website:

www.civicnet.bc.ca
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Local Government Program Services

...programs to address provincial-local government shared priorities

RECEIVED

DEC 22 2008

December 17, 2008



COPY

Chair and Board
Cowichan Valley Regional District
175 Ingram Street
Duncan, British Columbia, V9L 1N8

Dear Chair and Board:

RE: FUEL MANAGEMENT PILOT PROJECT APPLICATION
Silvermine Park Trail

We have reviewed your application for the above noted fuel management project. We are pleased to approve \$25,000 or 50% of the project budget, whichever is less. Funding for this project has been provided by the Province of British Columbia, Ministry of Forests and Range.

Funding will be provided upon receipt of a final report, with evidence of successful completion that must include:

- Photos of fuel conditions before and after program completion;
- Map and digital data that clearly define the area(s) treated;
- A written report detailing the work undertaken, including a maintenance schedule;
- Report on next steps to be taken (if any);
- Brief recommendations on lessons learned; and
- The name and credentials of those who undertook work on behalf of the applicant.

A summary of reporting requirements is also attached. We wish you good luck with your project, and look forward to working with you further on fuel management activities.

Sincerely,

Sue Clark
Program Officer

pc: Tanya Soroka, CVRD
Brian McIntosh, Ministry of Forests and Range.

000148

Community Fuel Management Pilot Project Field Review Application for Funding

Conducted By: Toni Large, Kerianne Elvevold - Coastal Fuel Management Team
Local Government applying for funding: Cowichan Valley Regional District
Date: November 19th, 2008 and December 3rd, 2008

Kinsol Trestle

Fuel Type: C5
Ladder Fuels: Mod
Groundcover: 100%
Vegetation: Salal, Oregon Grape,
Sword Fern
Crown Closure: 93-95%
Tree Species: Fd, Cw, Hw, (Bg)
Photos taken from south to north



The original suggested treatments are already in progress. Approximately 20 metres have been cleared and felled on the east and west sides of the trestle. A picnic area and a viewing platform (south) have been cleared of standing timber, an area of approximately 20m x 20m. The Trans Canada Trail (south and north) provides a 10 metre fuel break as well as an access route in the event of a fire. Furthermore, the gas line corridor is parallel to the trestle (west) providing a fuel break. According to our observations, the treatment area outlined in the proposal is currently in progress thus is no longer a potential candidate for a pilot project.

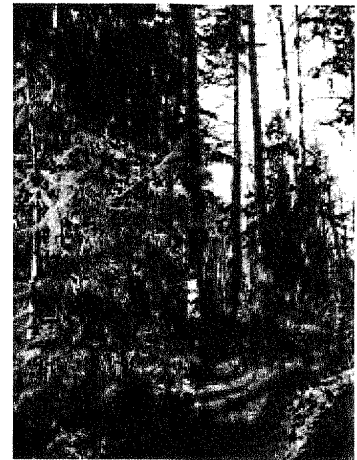
Memory Island - We did not visit the park due to access issues.

Although Memory Island has high historical value, a potential wildfire does not pose an immediate threat to the community as it is surrounded by water. (Note: assumption based on 0 winds.)

- What is the fire history of the Island?
- As noted by GVRD, what is the frequency of campfires?
- Is the area used mainly for daytime picnicking?
- What is the distance from the Island to the community?

Old Mill Park

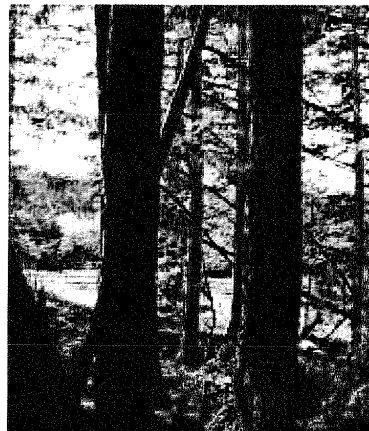
Fuel Type: M-1 (leafless stage)
Ladder Fuels: low to mod
Groundcover: continuous ivy layer
Vegetation: ivy, sword fern
Crown closure: open patches,
approx. 70%
Tree Species: Fd, Mb, Cw, Dr



According to our observations, the Old Mill Park location has an invasive species issue that requires clean up but is not an ideal location for a fuel management pilot project. The site has several fuel breaks from the park to the community (trails, parking lot, road) and is a mixed coniferous and deciduous forest; deciduous is Fire Smart. Also, the dead trees noted in the original application are deciduous. Apart from dead ivy on the trees left from the eradication program, ivy is actually considered a fire resistant species.

Silvermine Park and Trail

Fuel Type: C5
Ladder Fuels: mod to high
Groundcover: salal, sword fern,
LWD – mod, mod to high %
coverage
Crown Closure: 90-95%
Tree Species: Fd, Cw
Photo: photo 2 displays proximity
to homes



Silvermine Park and Trail has moderate fuel loading but its close vicinity to surrounding homes creates a substantial fire risk to the community. Silvermine Park is very close to the high-profile Trans Canada Trail and the CVRD parks' website is promoting Silvermine's use. This location could be a great opportunity to promote and showcase Fire Smart techniques to the community. This location allows the CVRD to experiment with different types of treatment (pruning, stem removal, chipping, as well as removal of LWD and fine fuels). The location is a great candidate for achieving the goals of fuel management: reduce density, increase height to live crown, sapling removal and surface fuels removal.

Stebbings Road Community Park

Fuel Type: slash fuel type,
5+ seasons old, mixed with
leave patches

Ladder Fuels:

in leave patches – mod

Groundcover: open slash area,
fine fuels - mod

Photos: Access thru private land,
gated – viewed from a distance



The proposed areas are located behind a private gravel pit and access to this location is fairly clear of fuel loading. The local area surrounding Stebbings Road is under development and therefore Fire Smart practices should be implemented during the development process to establish a defensible interface for the communities. However, the Malahat Regional District is enforcing eco-communities and this may cause potential fuel loading in the future. The area is large (156.6 ha) for a pilot project and the proposed treatment focused on burning five year old slash piles. It would be beneficial to do more treatment practices for a pilot project. The location does not appear to be the strongest candidate to promote Fire Smart to the public.

Conclusion:

We narrowed down the five potential locations to two: Silvermine Park and Old Mill Park. We believe Silvermine Park and Trail is the best site for a fuel management pilot project.

Why Silvermine Park and Trail?

- The park and trail borders private homeowners creating a higher risk to property than the Old Mill Site.
- Due to the proximity to homes, use of Kinsol Trestle and the popularity of the site, a pilot project would provide a great opportunity to showcase and promote Fire Smart techniques to the public.
- Silvermine is located in a more remote area thus increasing emergency response time; treatment in this area should achieve lower intensities decreasing damage to property owners.
- Its high-profile location near the Trans Canada Trail increasing the probability of a fire start. The location attracts high traffic in the summer by locals as well as non-locals.
- The eco-system appears to be dryer than the other locations and is a coniferous stand.
- 3.7 hectares is a more obtainable goal for completing the project.



PK9

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF JANUARY 20, 2009

DATE: January 7, 2009 **FILE NO:**
FROM: Ryan Dias, Parks Operations Superintendant **BYLAW NO:**
SUBJECT: Community and Regional Parks Portable Toilet Contract

Recommendation:

That the Regional Board approve the Community and Regional Parks Portable Toilet contract extension awarded to Coast Environmental Ltd. for one year, commencing January 1, 2009, and completing December 31, 2009 at the following unchanged rates:

- Additional weekly servicing of unit. @ \$30.30/servicing;
- Pre-arranged moving/unit to new site @ \$27.55/move;
- The supply of additional units @ \$99.15/unit/month;
- Monthly rate for extension of units already in place - \$99.15/unit/month;
- Hand Sanitizers - \$12.50/per unit (charged monthly)
- Wheel chair accessible portable toilet units \$127.15/unit/month; and
- Replacement price for units damaged beyond repair - \$1,200.00.

Purpose:

To request Regional Board approval to extend the Community and Regional Parks Portable Toilet Contract for one year, commencing January 1, 2009, and completing December 31, 2009.

Financial Implications:

This contract would be funded by the participating Electoral Areas A through I Community Parks and the Regional Parks Budgets.

Interdepartmental/Agency Implications:

N/A

Background:

The Regional Board passed the following resolution at their meeting of December 8, 2004:

"That the bid from Coast Environmental Ltd. For portable toilet services for January 1, 2005 to December 31, 2005 for a total of \$24,446.61 (including GST) plus \$89.95 per unit/month (plus GST) for additional units be accepted, with an option that the contract may be renegotiated on a year-to year basis for a maximum of up to four additional years."

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Parks staff have met with Coast Environmental and negotiated no rate increase for the 2009 season. Therefore, Coast Environmental Ltd. rates for the term of January 1 – December 31, 2009 are as follows:

- Additional weekly servicing of unit. @ \$30.30/servicing;
- Pre-arranged moving/unit to new site @ \$27.55/move;
- The supply of additional units @ \$99.15/unit/month;
- Monthly rate for extension of units already in place - \$99.15/unit/month;
- Hand Sanitizers - \$12.50/per unit (charged monthly)
- Wheel chair accessible portable toilet units \$127.15/unit/month; and
- Replacement price for units damaged beyond repair - \$1,200.00.

The monthly rental of units will not change in 2009 remaining at \$99.15 per unit a month. The Regional District, subject to 30 days notice, may terminate this contract if the services rendered are not carried out to the satisfaction of the Regional Board.

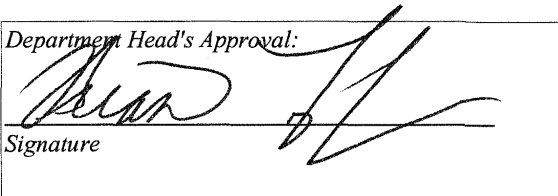
Submitted by,



Ryan Dias,
Parks Operations Superintendant
Development Services Department

Department Head's Approval:

Signature



RD/ca

000153

MEMORANDUM



DATE: December 5, 2008

TO: Tom R. Anderson, Manager, Development Services Department

FROM: Brian Duncan, Chief Building Inspector

SUBJECT: BUILDING REPORT FOR THE MONTH OF NOVEMBER, 2008

There were 37 building Permits and 0 Demolition Permit(s) issued during the month of November, 2008 with a total value of \$ 2,785,523

Electoral Area	Commercial	Institutional	Industrial	Residential	Agricultural	Permits this Month	Permits this Year	Value this Month	Value this Year
"A"	15,000			201,340		6	100	216,340	20,801,070
"B"				773,805		10	152	773,805	19,419,258
"C"	15,000			571,160		7	49	586,160	5,590,619
"D"				123,170		2	42	123,170	3,034,290
"E"				167,175		3	61	167,175	4,399,111
"F"				256,333		2	35	256,333	2,429,947
"G"		225,000		7,500	100,000	3	48	332,500	3,370,454
"H"				170,200		3	39	170,200	11,586,912
"I"				159,840		1	31	159,840	2,752,339
Total	30,000	225,000	0	2,430,523	100,000	37	557	2,785,523	73,384,000
TOTALS TO DATE									
NEW RESIDENTIAL									
November 2008	(11)			\$ 1,793,038	November 2008	(37)		\$ 2,785,523	
November 2007	(31)			\$ 4,021,444	November 2007	(58)		\$ 4,602,116	
11 Months 2008	(225)			\$ 37,110,722	11 Months 2008	(557)		\$ 73,384,000	
11 Months 2007	(267)			\$ 34,036,718	11 Months 2007	(573)		\$ 50,417,854	

B. Duncan, RBO
Chief Building Inspector
BD/db

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