



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY, OCTOBER 26, 2016, 1:30 pm

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

AGENDA

	PAGE #
1. <u>CALL TO ORDER</u>	
Recognition of Traditional Territories.	
2. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items requires 2/3 majority vote)</i> Late Items:	
• Planning Matters: Replace 9. (a) Memo & Revised Bylaw – RE16007 Rezoning Application (6770 Beaver Creek Road)	
• Add before Temporary Use Permit 9. (b) Letter of Support – J. Hadford – TUP16001	
3. <u>DECLARATIONS</u> <i>(conflict of interest or gifts)</i>	
4. <u>ADOPTION OF MINUTES</u>	
a. Board of Directors Meeting – October 12, 2016	6-21
<i>THAT the minutes of the Board of Directors meeting held on October 12, 2016 be adopted.</i>	
5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)</u>	
a. Inspector Brian Hunter, Officer In Charge, Port Alberni Detachment, RCMP regarding the Port Alberni RCMP Quarterly Report for July – September 2016.	22-24
6. <u>CORRESPONDENCE FOR ACTION</u>	
a. REQUEST FOR SUPPORT OF COST SHARING FORMULA Association of Vancouver Island and Coastal Communities, October 18, 2016 regarding request for support on Cost Sharing Formula for AVICC's Special Committee on Solid Waste in the amount of \$1,492.19.	25-38

Possible Motion:

THAT the Regional District Board of Directors support the resolution by AVICC's Special Committee on Solid Waste Proposed Cost-Sharing Formula and the Alberni-Clayoquot Regional District's cost share of \$1,492.19 to be forwarded to AVICC.

7. CORRESPONDENCE FOR INFORMATION

- | | | |
|----|---|--------------|
| a. | ASSOCIATION OF VANCOUVER ISLAND & COASTAL COMMUNITIES | 39-41 |
| | Declaration on the Rights of Indigenous Peoples In Canada/AVICC – Request for Submissions 2017 | |
| b. | BRITISH COLUMBIA UTILITIES COMMISSION | 42-43 |
| | BC Hydro and Power Authority & Fortis BC Inc. – Residential Inclining Block Rate Report to the Government of BC | |
| c. | ALBERNI DISTRICT HISTORICAL SOCIETY | 44-47 |
| | Fall Newsletter October 2016 | |
| d. | ISLAND COASTAL ECONOMIC TRUST | 48-49 |
| | New Website Will Attract More Film, TV Production to Island | |
| e. | LOCAL GOVERNMENT MANAGEMENT ASSOCIATION OF BC | 50-81 |
| | 2015 Annual Report | |

THAT the Board of Directors receive items a-e for information.

8. REQUEST FOR DECISIONS & BYLAWS

- | | | |
|----|--|---------------|
| a. | REQUEST FOR DECISION | 82-110 |
| | Island Corridor Foundation – Governance and Financial Review | |

THAT the Board of Directors of the Alberni Clayoquot Regional District receive the Governance and Financial Review of the Island Corridor Foundation commissioned by AVICC and the response to the report issued by the Island Corridor Foundation and refer them to Hupacasath First Nation for their information and that the Board of Directors endorse recommendations 2 and 11 for the AVICC report.

- | | | |
|----|--|----------------|
| b. | REQUEST FOR DECISION | 111-122 |
| | Alberni Valley Golf Club and Long Beach Recreation Cooperative Tax Exemption | |

THAT the Alberni Clayoquot Regional District Board of Directors give first reading to Bylaw cited as "2017 Tax Exemption Bylaw No. F1127."

THAT the Alberni Clayoquot Regional District Board of Directors give second reading to Bylaw cited as "2017 Tax Exemption Bylaw No. F1127."

THAT the Alberni Clayoquot Regional District Board of Directors give third reading to Bylaw cited as "2017 Tax Exemption Bylaw No. F1127."

THAT the Alberni Clayoquot Regional District Board of Directors adopt Bylaw cited as "2017 Tax Exemption Bylaw No. F1127."

- c. **REQUEST FOR DECISION** **123-124**
 Committee for Appointments of Fire Chiefs

THAT the Board of Directors of the Alberni Clayoquot Regional District appoint a special committee for the purpose of bringing forward recommendations to the Board regarding the appointment of the Fire Chiefs and officers of the Regional Districts Fire Departments, the committee to consist of the Directors of Bamfield, Sproat Lake and Beaver Creek, the current Fire Chief and Deputy of each department and the Fire Services Coordinator.

- d. **REQUEST FOR DECISION** **125-129**
 Bylaw E1052-3, Beaver Creek Fire Protection Service Area Amendment, 2016

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw E1052-3 cited as Beaver Creek Fire Protection Service Area Amendment, 2016.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. **RE16007, PELLETIER & CRAWFORD, 6770 BEAVER CREEK ROAD** **130-141**
 Late Item: Memo and Revised Bylaw
 Rezoning Application – Report and Bylaws P1346 and P1347

THAT Bylaw P1346, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a first time.

THAT Bylaw P1347, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.

THAT the public hearing for Bylaws P1346 and P1347 be delegated to the Director for Electoral Area 'E', the Alternate Director or the Chairperson of the Regional District.

THAT the Board of Directors confirm that adoption of Bylaw P1346 and P1347 are subject to:

Meeting all technical referral agency requirements.

- b. **TUP16001, GAIGA/HAWKINS, 6741 CYPRESS BLVD**
Late Item: Letter of Support – J. Hadford
Temporary Use Permit Application – Memorandum and Permit

142-151

THAT the Board of Directors issue temporary use permit TUP16001.

10. REPORTS

10.1 STAFF REPORTS

- | | | |
|----|--|----------------|
| a. | Staff Action Items Report – October 19, 2016 | 152-160 |
| b. | Meeting Schedule – November 2016 | 161 |
| c. | Building Inspector’s Report – September 2016 | 162 |
| d. | Financial Statement – September 30, 2016 | 163-164 |

THAT the Board of Directors receives the Staff Reports a-d.

10.2 COMMITTEE REPORTS

- a. **Long Beach Airport Advisory Committee Meeting, October 24, 2016**
– J. Osborne (verbal)

THAT this verbal report be received.

- b. **Salmon Beach Committee Meeting – October 26, 2016 – T. Bennett**
(verbal)

THAT this verbal report be received.

10.3 MEMBER REPORTS

- a. 9-1-1 Corporation – J. McNabb
- b. Vancouver Island Regional Library - L. Banton
- c. Central West Coast Forest Society – T. Bennett
- d. Emergency Planning – J. McNabb/P. Cote/M. Kokura/M. Ruttan/L. Banton/J. Osborne
- e. Alberni Valley Chamber of Commerce – Jack McLeman
- f. Coastal Community Network – T. Bennett/D. St. Jacques
- g. West Island Woodlands Advisory Group –L. Banton
- h. Island Coastal Economic Trust – J. Osborne

- i. Air Quality Council, Port Alberni – J. McNabb
- j. West Coast Aquatic Board – T. Bennett/K. Wyton
- k. Association of Vancouver Island & Coastal Communities – P. Cote
- l. Beaver Creek Water Advisory Committee – J. McNabb
- m. Other Reports

THAT the Board of Directors receives the Member Reports.

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. ADJOURN

**Next Board of Directors Meeting: Wednesday, November 9, 2016, 1:30 pm
Regional District Board Room**



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

MEMORANDUM

To: Russell Dyson, Chief Administrative Officer; and
Regional Board of Directors

From: Alex Dyer, Planner

Date: October 25, 2016

Subject: RE16007 Rezoning Application (6770 Beaver Creek Road)

Recommendation

The following are recommendations of the staff report:

- THAT Bylaw P1346, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a first time.
- THAT Bylaw P1347, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.
- THAT the public hearing for Bylaws P1346 and P1347 be delegated to the Director for Electoral Area 'E', the Alternate Director or the Chairperson of the Regional District.
- THAT the Board of Directors confirm that adoption of Bylaw P1346 and P1347 are subject to:
 - i. Meeting all technical referral agency requirements.

Background

The Beaver Creek Advisory Planning Commission considered the rezoning application for 6770 Beaver Creek Road at their October 24, 2016 meeting. There was discussion at the meeting regarding the definition of short term rental use and whether cottages could be rented as permanent dwellings. There was concern about the potential for up to four cottages to become permanent residences on the property and discussion about limiting the number of days in a year that the cottage may be rented.

Late Item 9 (a)

RE16007

The Beaver Creek APC passed the following motions at the meeting:

THAT the bylaw be amended to include a definition in the zoning to limit the short term rental use of a cottage to 180 days in one calendar year, regardless of whether the use is continuous or intermittent.

THAT the Commission recommend support for the rezoning application subject to the 180 days in one calendar year limitation being included.

Planning staff have reviewed the definitions in similar cottage residential and seasonal residential within the Zoning Bylaw. The RC-1 District zone, as presented, would allow for one single family dwelling and up to four cottages on a lot, subject to the conditions of use within the zone.

The Zoning Bylaw defines a **single family dwelling** as “any building consisting of one dwelling unit which is occupied or intended to be occupied as the permanent home or residence of one family.” The bylaw defines a **cottage** as a “separate single family dwelling unit built upon continuous and full foundations and intended to be occupied on a short term temporary basis only by visitors or seasonal workers.”

The Seasonal Cottage (SC) District and the Marine Recreation (MR) District both limit seasonal recreational use to 180 days per year. The intent of this zoning is to limit the permanent residential use in areas that are remote with limited services, in this case Hot Springs Cove and Salmon Beach respectively. The Cottage Residential (RC) District, Bamfield Cottage Residential (BRC) District and Acreage Cottage Residential (ARC) District all permit cottages under similar conditions of use and do not limit the number of days per year a cottage may be rented.

There are a number of existing operations in Long Beach and Bamfield and planning staff have not been made aware of any issues with the number of days per year a cottage is rented. Staff feel that including a 180-day limit to the rental of each cottage within the RC-1 District zone would be burdensome on a property owner trying to develop a small scale cottage rental operation.

Planning staff is recommending that the 180-day limit not be included within the RC-1 District but rather that the following wording be included to provide clarity to the intended use of a cottage:

Section 110D.2(7) *For clarity, cottages permitted under Section 110D.1(2) are intended to be occupied on a short term temporary basis only by transient visitors. Cottages are not intended to be occupied as the permanent residence of one or more persons.*

Submitted by:



Alex Dyer, Planner

RE16007



Reviewed by:

Mike Irg MCIP RPP, Manager of Planning and Development

RE16007

Members: City of Port Alberni, District of Ucluelet, District of Tofino, Yuułuʔiłʔatḥ Government, Huu-ay-aht First Nations, Uchucklesaht Tribe, Toquaht Nation
Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) & "F" (Cherry Creek)

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1346

OFFICIAL ZONING TEXT AMENDMENT

A bylaw of the Regional District of Alberni-Clayoquot to amend Bylaw No. 15, being the “Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971”.

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a zoning bylaw after a public hearing and upon the affirmative vote of the directors in accordance with Sections 464, 465, 470 and 479 of the *Local Government Act*;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the text of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE

This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw No. P1346.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by:

- a. Adding section “110D Cottage Residential (RC-1) District” and subsections to read as follows:

110D Cottage Residential (RC-1) District

This district provides for small scale cottage development, compatible with residential neighbourhoods, and primarily intended to provide temporary accommodation on a short term basis to visitors and seasonal workers.

110D.1 Uses Permitted

- (1) One single family dwelling
- (2) Cottages, subject to section 110D.2, below
- (3) Home occupations, subject to section 6.7
- (4) Accessory buildings and uses subject to Section 6.5

110D.2 Conditions of Use

- (1) For single family dwellings, the minimum floor area on the main floor shall be 83.6 square metres (900 square feet).
- (2) For cottages, the minimum floor area on the main floor shall be 27.8 square metres (300 square feet) and the maximum floor area on the main floor shall be 46.5 square metres (500 square feet).
- (3) No cottage shall be constructed within a required front, rear or side yard.
- (4) There shall be a separation distance of at least 9.14 metres (30 feet) between

cottages and between cottages and a permitted single family dwelling on the same legal parcel.

- (5) There shall be a maximum of five units per legal parcel or a density of one unit per 1,000 square metres (10,763 square feet) of lot area, whichever is the lesser. For the purposes of this section, a “unit” refers to both single family dwellings and cottages.
- (6) In no circumstances shall Section 110D apply to any lot not having a single family dwelling constructed and located thereon; nor shall Section 110D apply to any lot less than 2 acres in area having 2 separate single family dwellings constructed and located thereon by virtue of Section 6.1(3) or Section 6.5(2)(h) of the Bylaw 15.
- (7) For clarity, cottages permitted under Section 110D.1(2) are intended to be occupied on a short term temporary basis only by transient visitors. Cottages are not intended to be occupied as the permanent residence of one or more persons.

b. By amending Section 200, Schedule II – Bulk and Site Regulations, to include the following line item:

Zoning District or Use	Minimum Lot Width (feet)	Minimum Lot Area	Maximum Lot Coverage	Minimum Setbacks (Feet)			Maximum Height (feet)
				Front	Rear	Side	
RC-1	90	0.6 acres	30%	40	30	15	35

c. By amending Section 4.3, Interpretation, to include “RC-1” on the line that references “R districts”.

d. By amending Section 5.1, Designation of Districts, to include “110D Cottage Residential (RC-1) District” in the Residential Section.

3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this day of , 2016
 Public Hearing held this day of , 2016
 Read a second time this day of , 2016
 Read a third time this day of , 2016

Adopted this day of , 2016

Russell Dyson, CAO

Chair of the Regional Board

Late letter to go to Board today for TUP 16001.

Heather Adair, RPF
Planner
Alberni-Clayoquot Regional District
(250) 720-2712



This e-mail is confidential and may be privileged. Any use of this e-mail by an unintended recipient is prohibited. If you receive this e-mail in error please notify me immediately and delete it.

From: Alex Dyer
Sent: Tuesday, October 25, 2016 7:57 AM
To: Mike Irg <mirg@acrd.bc.ca>; Heather Adair <hadair@acrd.bc.ca>; Charity Hallberg <challberg@acrd.bc.ca>
Subject: FW: Proposed Temporary Use Permit TUP 16001

From: Jeff [<mailto:JHadford@hotmail.com>]
Sent: October-24-16 6:40 PM
To: Alex Dyer <adyer@acrd.bc.ca>
Subject: Proposed Temporary Use Permit TUP 16001

From: Jeff Hadford
6809 Cypress Blvd.
Port Alberni, B.C. \V9Y 8T7

RE:
TUP 16001

I have no objection to this temporary commercial use as listed.
I support new business and employers in the valley. There is little or no disturbance from this business at my address.
There is negligible increase in road traffic.

Thank You

Jeff Hadford
250-723-6688

Sent from [Mail](#) for Windows 10

Late Item 9 (b)