



## NOTICE OF TEMPORARY USE PERMIT

The Alberni-Clayoquot Regional District's Board of Directors will consider issuing a Temporary Use Permit at their next meeting.

### MEETING DETAILS

**When:** Wednesday, July 23, 2025 at 1:30 pm

**Where:** Alberni-Clayoquot Regional District (ACRD) office located at 3008 Fifth Avenue, Port Alberni, BC. Electronic, call-in, or in-person attendance options are available.

### WHAT'S THIS ABOUT?

**File #:** TUP21005R

**Property Owners/Applicants:** Elizabeth Shannon  
(Agent: Tanya Shannon)

**The subject property** is located at 8865 Beaver Creek Road and is legally described as THE EAST 1/2 OF DISTRICT LOT 102, ALBERNI DISTRICT, EXCEPT PART IN PLAN 12885

**The property owner has applied to renew their Temporary Use Permit (TUP) to continue operating a short-term rental within the two-bedroom single-family dwelling for agri-tourism purposes. The renewal would also allow the applicant to maintain activities such as offering farm tours, hosting events, and conducting educational demonstrations.**

### HOW CAN I LEARN MORE?

All related information, including background documents, report and permit, is available at the ACRD office and linked as supplementary information on the ACRD website at [www.acrd.bc.ca/events/23-7-2025/](http://www.acrd.bc.ca/events/23-7-2025/).

Planning staff can answer questions in person, through email, or by phone during regular office hours 8:00 am to 4:30 pm, Monday through Friday, excluding statutory holidays.

If you would like to attend the Board of Directors Meeting, you can do so in person at the ACRD office, or electronically on our website at [www.acrd.bc.ca/events/23-7-2025/](http://www.acrd.bc.ca/events/23-7-2025/).

### PROVIDE INPUT!

Providing an opportunity for public input is a top priority for the ACRD. Written correspondence can be submitted by:

- Hard copy delivered to the ACRD office in person or by mail
- Email sent to [planning@acrd.bc.ca](mailto:planning@acrd.bc.ca)

Email submissions will only be considered received if receipt confirmation is provided by ACRD staff.

Written submissions must be received by **4:30 pm on July 22, 2025.**

Alternatively, if you wish to appear as a delegation to present your views to the Board in person or electronically, please fill out the Delegation Request Form on the ACRD website at [www.acrd.bc.ca/delegation](http://www.acrd.bc.ca/delegation) and submit the completed form by **12:00 pm on Thursday, July 17, 2025.** For further information or assistance with the Delegation Request Form contact us at 250-720-2700.

### ASK US!

If you have questions or experience technical difficulties with website access, Planning staff are available to provide assistance during regular office hours 8:00 am to 4:30 pm, Monday through Friday, excluding statutory holidays. We can be reached at:

**Alberni-Clayoquot Regional District**  
Planning Department  
3008 Fifth Ave, Port Alberni, BC V9Y 2E3  
Phone: 250-720-2700  
Email: [planning@acrd.bc.ca](mailto:planning@acrd.bc.ca)





**To:** ACRD Board of Directors

**Meeting Date:** June 11, 2025

**From:** Brooke Eschuk, Planner I

**Voting Structure:** Electoral Area Directors

**Electoral Area:** B - Beaufort

**Subject:** Temporary Use Permit TUP21005R - 8865 Beaver Creek Road (Shannon)

**Recommendation:**

**THAT the Alberni-Clayoquot Regional District Board of Directors consider Temporary Use Permit renewal application TUP21005R subject to neighbour notification as per Local Government Act s. 494.**

**Development Proposal:** The property owner received Temporary Use Permit TUP21005 in 2022 to allow for the operation of a short-term rental on the property and is applying to renew the TUP for an additional three (3) years. The applicant operates a dairy farm of over 400 cows and hosts culinary events and workshops. The TUP would allow the applicants to continue providing farm tours, hosting events, and educational demonstrations. The single-family dwelling used for agri-tourism accommodation is a 2-bedroom home. The applicant’s use of the property complies with all regulations set out in the *Agricultural Land Commission (ALC) Act*.

**Advisory Planning Commission Recommendation:** The Beaufort Advisory Planning Commission (APC) reviewed the application at their May 29, 2025 meeting where the members in attendance recommended support for the TUP application as presented.

**Property Owner(s):** Elizabeth Shannon

**Applicant/Primary Contact:** Tanya Shannon

**Property Information:**

Civic Address:	8865 BEAVER CREEK RD			
Legal Description:	THE EAST 1/2 OF DISTRICT LOT 102, ALBERNI DISTRICT, EXCEPT PART IN PLAN 12885			
PID:	008-634-971	Folio:	770-01220.000	ALR? (Y/N): Y
Lot Area (ha):	33.18 (82.00 ac)			
Current Zoning:	A2 - Rural District	Proposed Zoning:	N/A	
Current OCP:	Beaufort, Agricultural Use	Proposed OCP:	N/A	
Development Permit Area(s):	DPA I – Riparian Areas Protection			
Current Use & Description:	The subject property is 33.2 ha (82 ac) and forms part of a large dairy farm located along Beaver Creek Road. The subject is bordered by Bayne Road to the west, Bryson Road to the north and Beaver Creek Road to the southwest. There is an existing single-family dwelling and a shop located in the southwest corner of the property. The house is located on a small hill along a driveway			

**PL20250020 / TUP21005R**

that slopes up away from Beaver Creek Road in a 2+ ac portion of the property that is surrounded by trees, providing a buffer from the road and the surrounding agricultural lands. The remainder of the property is primarily cleared for pasture and silage/hay fields and is utilized as part of the dairy farm operation. A portion of Spaht Creek dissects the southwest corner of the property with the creek located approximately 60 metres from the existing house.

Surrounding Zoning and Land Use

North:	Forest Rural (A3) District	South:	Rural (A2) District
East:	Forest Rural (A3) District	West:	Rural (A2) District

**Services:**

- a) **Sewage Disposal:** On-site septic system
- b) **Water Supply:** On-site water
- c) **Fire Protection:** The parcel is not within a fire protection area.
- d) **Access:** The parcel is accessed by Beaver Creek Road.

**Planning Policy Discussion:**

- a) **Official Community Plan:** The parcel is designated as Agricultural Use in the Beaufort Official Community Plan. This designation supports agriculture and food production as the primary use of the property.

The parcel is impacted by DPA I Riparian Areas Protection (15 m). This DPA is located along Spaht Creek along the west and southwest boundaries of the subject property. There is no new development planned for the area within 15 m of the watercourse. The TUP application does not require a development permit in order to proceed.

The Agricultural Land Commission permits Agri-tourism activities and accommodations on lands within the ALR under section 33 of the Agricultural Land Reserve Use Regulation of the ALC Act. For section 33 to apply, the parcel must be classified as a farm under the *Assessment Act*, the total area to be used for accommodation is less than 5% of the parcel area, the accommodation is limited to 10 sleeping units in total and the accommodation is provided on a seasonal or short-term basis only. The Shannon Dairy Farm meets the requirements listed above.

Under Section 493 of the *Local Government Act*, the Regional District may issue a temporary use permit by resolution, in areas designated in an Official Community Plan. Policy 3.2.11 of the Beaufort OCP supports the issuance of temporary use permits in all land use designation.

***The short-term rental of the existing 2-bedroom single family dwelling as well as the proposed events and activities on the property appear to comply with the agri-tourism accommodation requirements of the Agricultural Land Reserve Regulation.***

- b) **Zoning:** The parcel is zoned Rural (A2) District. This zoning does not allow short-term vacation rentals. The applicant is applying for a TUP renewal to permit the provision of short-term rentals and the agri-tourism activities discussed above.

A TUP may allow a use not permitted under the Zoning Bylaw, specify conditions under which the temporary use may be carried out, and/or allow and regulate the construction of buildings or structures.

	Current: A2
Minimum Lot Area (ha)	2.0
Minimum Lot Width (m)	100
Principal & Accessory Front Yard Setback (m)	15.2
Principal Side Yard Setback (m)	4.5
Principal Rear Yard Setback (m)	9.1
Accessory Side Yard Setback (m)	4.5
Accessory Rear Yard Setback (m)	4.5
Watercourse Setback (m)	30

***This proposal is not in compliance with the ACRD Zoning Bylaw. The property owner is applying for a Temporary Use Permit renewal to allow them to continue providing short-term rental accommodations and agri-tourism activities in accordance with the Agricultural Land Reserve regulations.***

**Temporary Use Permit Conditions:**

A TUP to allow the short-term rental of an existing 2-bedroom single family dwelling on the property may be issued subject to the following conditions and any other conditions the ACRD Board of Directors deem appropriate at the time of issuance:

1. This permit is issued for the short-term vacation rental of a 2-bedroom single family dwelling located on the subject property.
2. The short-term rental shall be operated in accordance with the requirements of the Agricultural Land Reserve use regulations under the *Agricultural Land Commission Act* and all other provincial regulations including the *Short-Term Rental Accommodations Act*.
3. The short-term rental is limited to 2 persons per bedroom for a maximum accommodation of four (4) guests.
4. The short-term rental shall not alter the residential appearance of the single family dwelling.
5. The property owner or a caretaker must live on site or be available to attend the property within 20 minutes.
6. Contact information of the owner or caretaker and a copy of the TUP must be posted in a visible location for guests.
7. This permit is valid for three (3) years from the date of issuance. At the time this permit expires the property owner must return the parcel to its original use as permitted under the ACRD zoning bylaw or apply to rezone the property.
8. If the conditions of the TUP are not met, or if there is a change in ownership of the property the ACRD may rescind or terminate the TUP.

**Comments:** The applicant resides on the adjacent property and is the primary contact for guests. She is available to attend the proposed rental within the required 20 minutes if needed. The applicant has provided the required documents including site plan, floor plan of the rental, and a septic inspection from a registered on-site wastewater practitioner.

At the meeting on April 23, 2025, the Board of Directors amended the Development Procedures Bylaw to waive the TUP application fee for farmers providing short-term rental accommodations on ALR land that meet the criteria under the *Agricultural Land Commission Act*. The application follows all ALC regulations, and the agri-

tourism uses align with the Agricultural Use policies of the Beaufort OCP. Planning staff are supportive of proceeding with the neighbour notification process for the TUP renewal as per *Local Government Act s. 499*.

### Site Photos



Looking south east at the Cabin from an outdoor common area.



Looking south at the Cabin from the parking area.



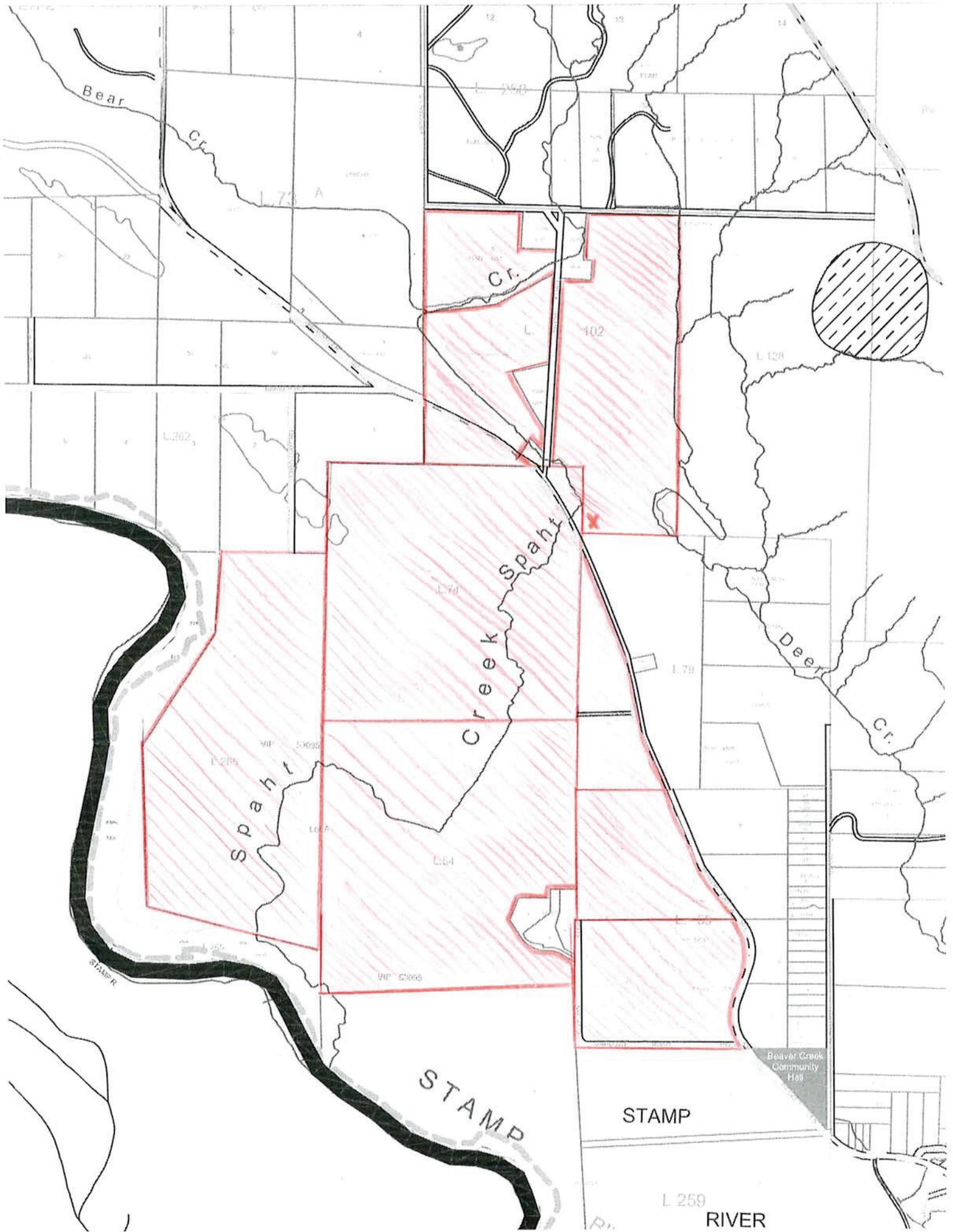
Looking south at the access to the property and Beaver Creek Road.

Submitted by: *Alex Dyer*  
Alex Dyer, MCIP, RPP, Planning Manager

Reviewed by: *Cynthia Dick*  
Cynthia Dick, General Manager of Administrative Services

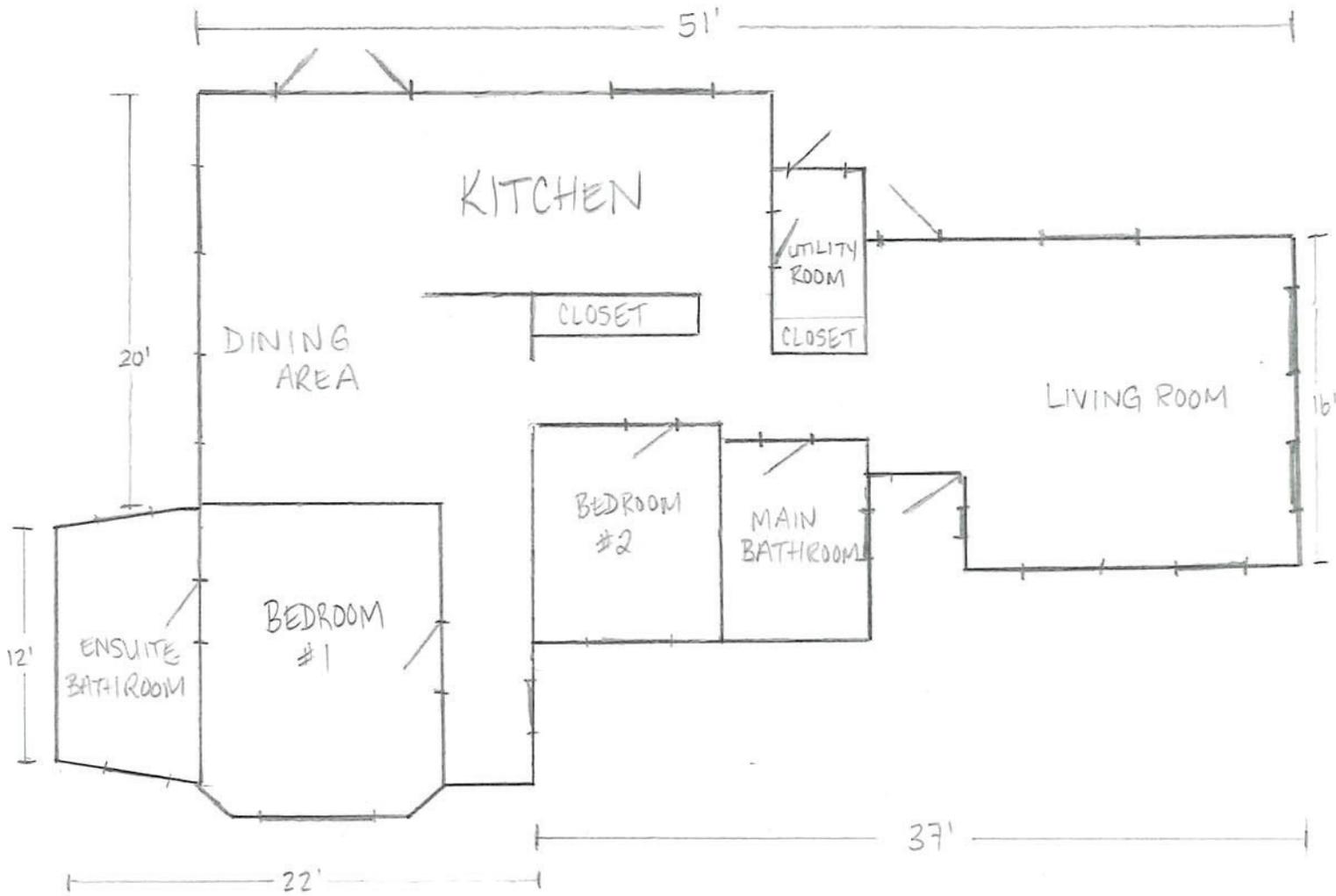
Approved by: *Daniel Sailland*  
Daniel Sailland, MBA, Chief Administrative Officer



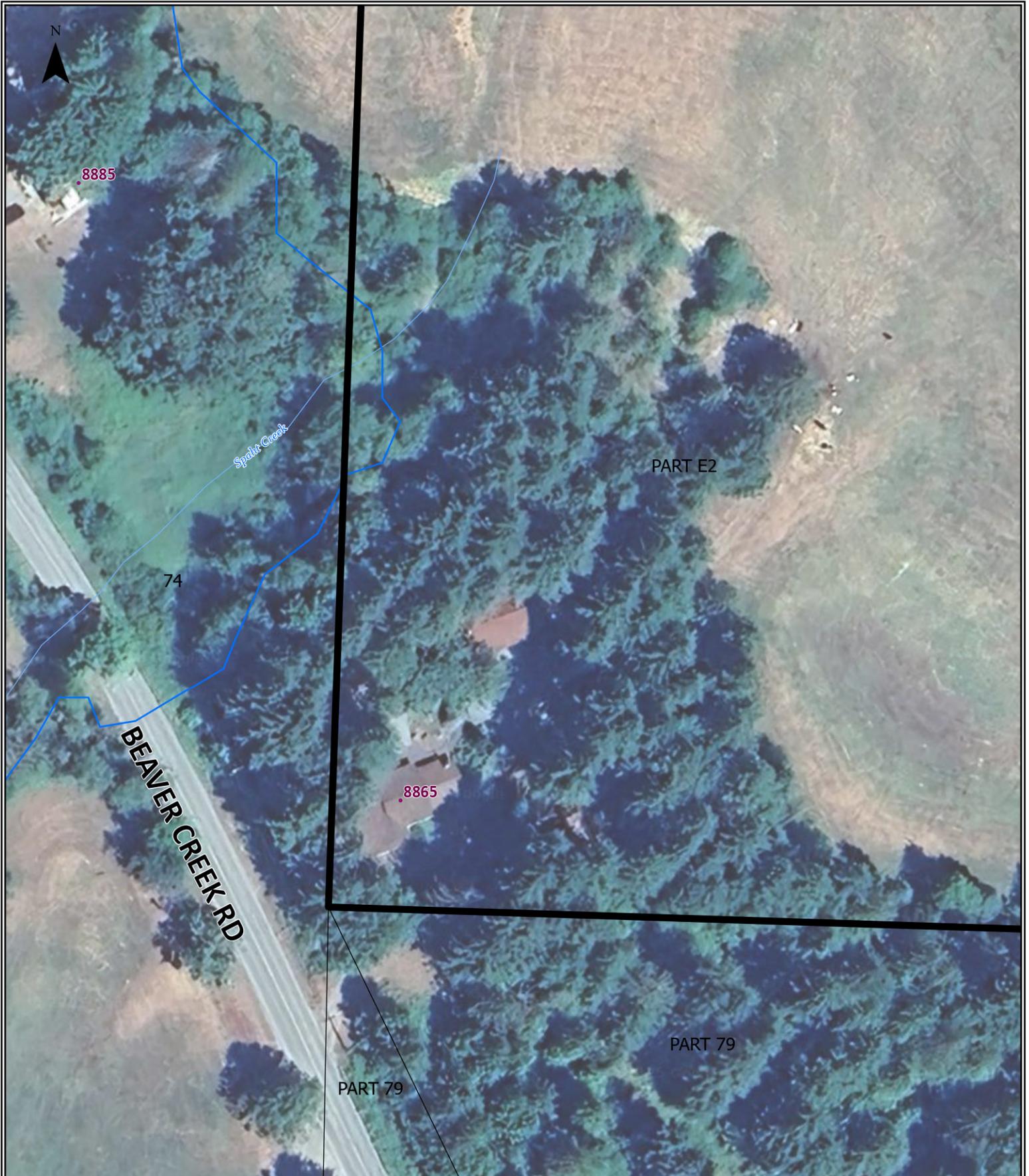


BACK OF HOUSE

FLOORPLAN





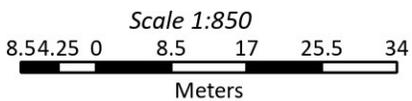


8865 Beaver Creek Road  
 THE EAST 1/2 OF DISTRICT LOT 102, ALBERNI  
 DISTRICT, EXCEPT PART IN PLAN 12885

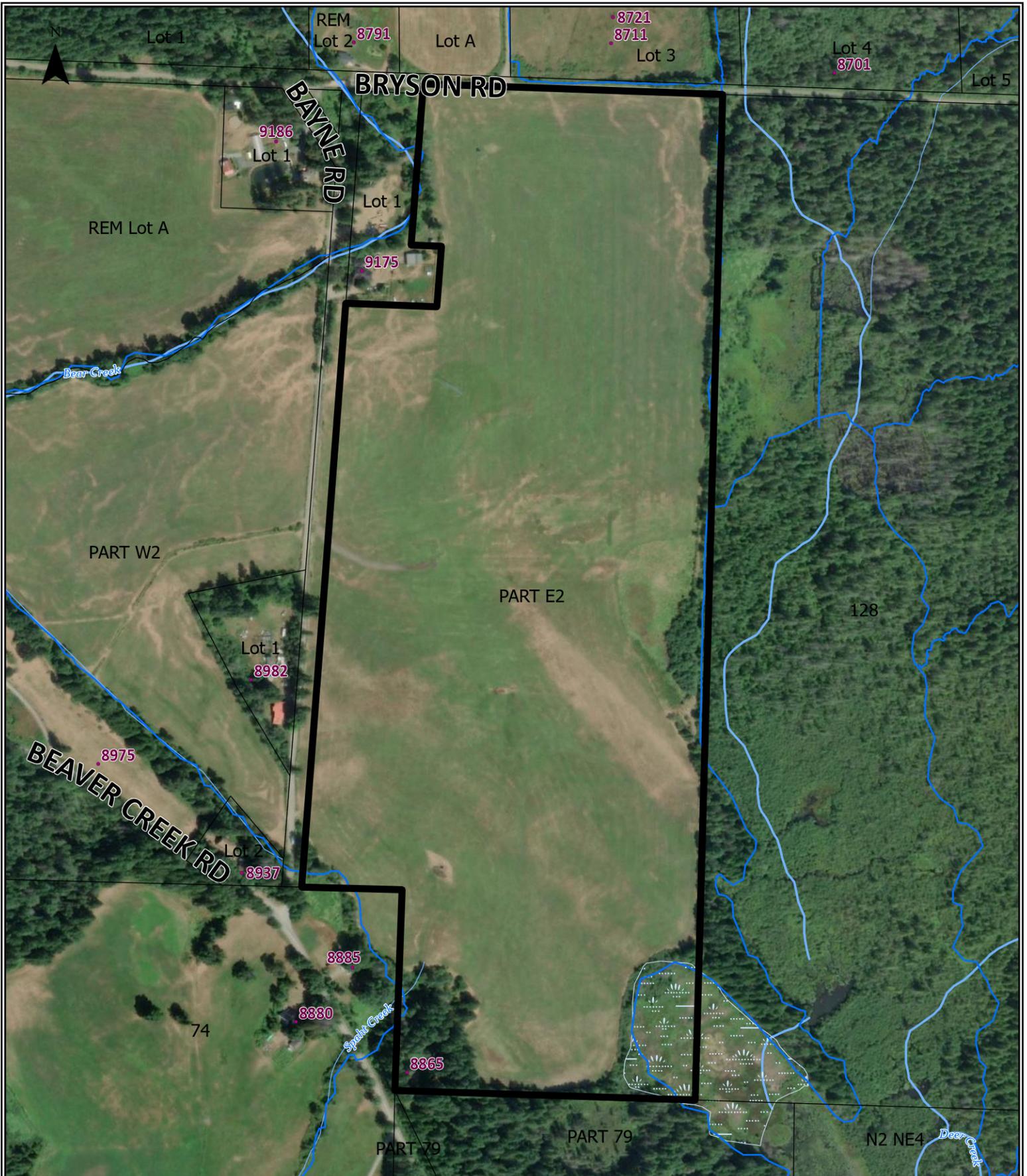
 Subject Property  
 Parcels



Prepared 2025-05-20  
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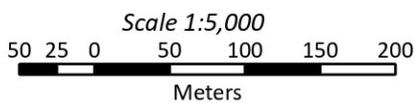


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