



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING
WEDNESDAY, AUGUST 22, 2012, 1:30 pm
Char's Landing, 4815 Argyle Street, Port Alberni, BC

REVISED AGENDA

	PAGE #
1. <u>CALL TO ORDER</u>	
2. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items)</i>	
3. <u>DECLARATIONS</u> <i>(conflict of interest or gifts)</i>	
4. <u>ADOPTION OF MINUTES</u>	
a. Board of Directors Meeting – August 8, 2012	1-9
<i>THAT the minutes of the Board of Directors meeting held on August 8, 2012 be adopted.</i>	
b. West Coast Multiplex Advisory Committee Meeting – July 9, 2012	EX 1-2
<i>THAT the minutes of the West Coast Multiplex Advisory Committee meeting held on July 9, 2012 be adopted.</i>	
c. West Coast Committee Meeting – July 9, 2012	EX 3-5
<i>THAT the minutes of the West Coast Committee meeting held on July 9, 2012 be adopted.</i>	
5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS</u>	
a. Matt Sander, Lead Hand & Sproat Lake Marine Patrol, 2012 Year End Report	
<i>THAT Matt Sander from the Sproat Lake Marine Patrol be invited to address the Regional District Board.</i>	
b. Domenico Iannidinardo, Manager, Environment & Resource Integration, TimberWest Forest Corp., Operating Procedures	
<i>THAT Domenico Iannidinardo from TimberWest Forest Corp. be invited to address the Regional District Board.</i>	

6. CORRESPONDENCE FOR ACTION

- a. **REQUEST FOR NOMINATION** **10-11**
Ministry of Forests, Lands and Natural Resource Operations,
Aquaculture Working Group, August 7, 2012

THAT the Board of Directors nominate a Director to serve on the Aquaculture Working Group.

7. CORRESPONDENCE FOR INFORMATION

- a. **CITY OF PORT ALBERNI** **12-16**
Minutes from Advisory Traffic Committee Meeting
Sproat Lake Marine Patrol Certificate of Gratitude **17-18**
- b. **CITY OF PORT ALBERNI AND CATALYST PAPER** **19-20**
Agreement for Wastewater Treatment Facility & Land
- c. **UBCM** **21-23**
Long-term Infrastructure Plan (LTIP) and Gas Tax Permanency
Discussions
- d. **WESTCOAST COMMUNITY RESOURCES SOCIETY** **24**
Thank-you to Long Beach Golf Course
- e. **MINISTER OF FISHERIES OCEANS** **25-26**
Canadian Coast Guard's Kitsilano station and the Marine
Communications and Traffic Services centres in BC
- f. **CITY OF NANAIMO** **27**
Letter of Support for Nanaimo Airport Commission
- g. **SUNSHINE COAST REGIONAL DISTRICT** **28-29**
Provincial white paper on Modernization of the Building Regulatory
System and Certification of Building Officials
- h. **TSESHAHT FIRST NATION** **30-32**
Abandoned Tire Dump
- i. **BC HYDRO** **33-34**
Smart meters mean a safer electricity grid
- j. **CAM DAVIS EMAIL** **35-36**
Hard to be a Tourist in Port Alberni

THAT the Board of Directors receive correspondence for information a-j.

8. REQUEST FOR DECISIONS & BYLAWS

- a. **REQUEST FOR DECISION** **37**
Resolution to Cancel September 26th Board of Directors Meeting

THAT the Board of Directors cancel the regular scheduled Board of Directors meeting on September 26, 2012 due to the Union of British Columbia Municipalities Convention.

- b. **REQUEST FOR DECISION** **38**
 Salmon Beach Wastewater System Repair Tender

THAT the Board of Directors authorize the ACRD Board Chair and the CAO to review and award the Salmon Beach Wastewater System Repair bid, based on the District's policies and Staff's recommendation.

- c. **REQUEST FOR DECISION (REVISED)** **EX 6-10**
 Bylaw E1055, West Coast Multiplex Local Service Area Establishment (Replaces
Pages 39-44)

THAT Bylaw E1055, West Coast Multiplex Local Service Area Establishment, 2012 be read a first time.

THAT Bylaw E1055, West Coast Multiplex Local Service Area Establishment, 2012 be read a second time.

THAT Bylaw E1055, West Coast Multiplex Local Service Area Establishment, 2012 be read a third time.

- d. **REQUEST FOR DECISION** **EX 11-13**
 Response from Yuułuʔiłʔatḥ regarding Apportionment of Mandatory Services.

THAT the Board of Directors receive the letters from Yuułuʔiłʔatḥ, in response to the apportionment of mandatory services using net taxable values, and await response from Huu-ay-aht before considering at the next Board of Directors meeting.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. **DVC12004, BURMEISTER, 1112 FRONT STREET** **45-50**
 Development Variance Application – Memo

THAT the Board of Directors pass a resolution to consider issuing the development variance.

- b. **RE12003, VANDYK, 6016 & 6030 FALLS STREET** **51-58**
 Rezoning Application – Report & Bylaw P1298

THAT the Board of Directors receive the staff report and recommend proceeding with first reading subject to confirmation that the property can

10.1 STAFF REPORTS

- | | | |
|----|---|-------|
| a. | CAO Report – August 15, 2012 | 80 |
| b. | Planning & Development Manager Report – August 15, 2012 | 81-82 |
| c. | Building Inspector's Report – July 2012 | 83 |
| d. | Financial Manager Report – August 15, 2012 | 84 |
| e. | Financial Statements – July 31, 2012 | 85-86 |
| f. | Environmental Manager Report – August 15, 2012 | 87-90 |
| g. | Staff Action Items Report – August 15, 2012 | 91-96 |
| h. | Meeting Schedule – September 2012 | 97 |

THAT the Board of Directors receives the Staff Reports.

10.2 CHAIR REPORT

- | | | |
|----|-----------------|----|
| a. | August 15, 2012 | 98 |
|----|-----------------|----|

THAT the Board of Directors receives the Chairpersons Report for August 15, 2012

10.3 MEMBER REPORTS

- a. RCMP Update
- b. 9-1-1 Corporation – J. Douglas
- c. Vancouver Island Regional Library - P. Cote
- d. Central West Coast Forest Society – T. Bennett
- e. Emergency Planning – P. Cote/M. Kokura/C. Solda
- f. Alberni Valley Chamber of Commerce – G. Wong
- g. Coastal Communities Network – T. Bennett
- h. West Island Woodlands Advisory Group – J. Jack
- i. Island Coastal Economic Trust – G. Wong
- j. Air Quality Council, Port Alberni – J. McNabb
- k. West Coast Aquatic Board – T. Bennett
- l. Clayoquot Biosphere Trust
- m. Association of Vancouver Island & Coastal Communities – C. Solda
- n. Beaver Creek Water Advisory Committee – J. McNabb
- o. Other Reports

THAT the Board of Directors receives the Member Reports.

11. **UNFINISHED BUSINESS**

12. **LATE BUSINESS**

(requires 2/3 majority vote)

13. **QUESTION PERIOD**

14. **IN CAMERA**

Motion to close the meeting to discuss matters relating to

i. personal information of an employee or agent of the Regional District.

15. **RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA**

16. **ADJOURN**

Next Board of Directors Meeting: Wednesday, September 12, 2012, in the ACRD Board Room



Alberni-Clayoquot Regional District

MINUTES OF THE WEST COAST MULTIPLEX ADVISORY COMMITTEE HELD ON MONDAY, JULY 9, 2012

Long Beach Golf Club, 1850 Pacific Rim Highway, Tofino, BC

COMMITTEE MEMBERS PRESENT: Bill Irving, Chairperson, Mayor, District of Ucluelet
Perry Schmunk, Mayor, District of Tofino
Tony Bennett, Director, Electoral Area "C" (Long Beach)
Tim May, West Coast Multiplex Society
Gord Johns, West Coast Multiplex Society
Keith Gibson, West Coast Multiplex Society
Tom Campbell, Ahousaht First Nation

REGRETS: Geoff Lyons, District of Ucluelet
Lawrence Baird, Yuułu?it?ath Government
Anne Mack, Toquaht First Nation

STAFF PRESENT: Russell Dyson, Chief Administrative Officer
Andy Daniel, Manager of Environmental Services
Wendy Thomson, Manager of Administrative Services
Mark Fortune, Supervisor, Long Beach Airport

1. INTRODUCTIONS

Introductions were conducted around the table.

2. WESTCOAST MULTIPLEX

The CAO reported on Regional District staff activities to date with regards to the proposed multiplex facility on the Long Beach Airport Lands.

The Manager of Administrative Services provided a brief overview of proposed timelines to conduct a referendum in the fall/winter of 2012. Staff propose a referendum date of Saturday, November 17, 2012. The Committee discussed participating areas in the referendum and the referendum question.

Mr. Johns provided input from the West Coast Multiplex Society. The proposed date for the referendum works for the Society. He provided an overview of how the Society proposes to raise capital funds to construct the facility.

The Committee discussed required capital and operating costs for the proposed multiplex facility and the need for the regional district to be authorized to find a portion of capital costs in the event that unanticipated wants or costs threaten the project mid way through the construction process.

3. The meeting recessed at 1:43 pm.
4. The meeting re-convened at 1:46 pm.
5. The Committee reviewed possible locations for the facility on the airport lands in proximity to the Long Beach Golf Course. The Society projected for alternative sites.
6. The CAO advised that the Regional District will retain McGill & Associates Engineering and VVI Construction to prepare a conceptual site servicing plan and budget for the project.
7. The meeting adjourned at 2:15 pm.



Alberni-Clayoquot Regional District

MINUTES OF THE WEST COAST COMMITTEE HELD ON MONDAY, JULY 9, 2012

Long Beach Golf Club, 1850 Pacific Rim Highway, Tofino, BC

- DIRECTORS PRESENT:** Bill Irving, Chairperson, Mayor, District of Ucluelet
Perry Schmunk, Mayor, District of Tofino
Tony Bennett, Director, Electoral Area "C" (Long Beach)
- REGRETS:** Alan McCarthy, Director, Yuułu?it?ath Government
- STAFF PRESENT:** Russell Dyson, Chief Administrative Officer
Andy Daniel, Manager of Environmental Services
Wendy Thomson, Manager of Administrative Services
Mark Fortune, Supervisor, Long Beach Airport

1. CALL TO ORDER

The Chairperson called the meeting to order at 11:05 am.

2. ADOPTION OF MINUTES

3. CORRESPONDENCE

a. ISLAND COASTAL ECONOMIC TRUST

Request for extension to Letter of Intent for Long Beach Airport Navigational Aids

MOVED: Director Bennett

SECONDED: Director Schmunk

THAT the West Coast Committee receive this correspondence.

CARRIED

4. REQUEST FOR DECISIONS

a. Request for Decision regarding Endorsement of the Landfill Design, Operations and Closure Reports for the Alberni Valley Landfill.

MOVED: Director Bennett

SECONDED: Director Schmunk

THAT the West Coast Directors recommend that the Alberni-Clayoquot Regional District Board of Directors endorse the West Coast Landfill Design, Operations

EX3

and Closure Reports dated December 2010 and updated in February 2012, prepared by McGill & Associates Engineering Ltd.

CARRIED

5. REPORTS

a. Long Beach Airport Advisory Committee Update

The CAO reported that Long Beach Airport Advisory Committee has been formed and letters of invitation to sit on the Committee have been sent out. The first meeting of the Committee will be scheduled in the fall of 2012.

b. Long Beach Airport Resurfacing Project

The Long Beach Airport Supervisor provided the Committee with an update on the Long Beach Airport runway resurfacing project. 70% of the runway is grounded and re-contoured for pavement. The Project is ahead of schedule and there have been no major stumbling blocks. Mr. Fortune answered questions from Directors.

MOVED: Director Bennett
SECONDED: Director Schmunk

THAT this verbal report be received.

CARRIED

c. Other Reports – Long Beach Airport

The CAO provided a brief update regarding improved signage at the turn off to the Long Beach Airport. Staff continues to work with Parks Canada on this issue.

The Manager of Environmental Services reported on the culvert replacement at the Airport. There is an old culvert 120 feet in from the highway that has failed. Tender packages are being completed by Al McGill & Associates. Works to commence the beginning of September 2012.

The Long Beach Airport Supervisor provided a brief overview of the new tractor purchased for the Airport. It's an excellent piece of equipment that will be very useful at the Airport. The next purchase for this piece of equipment would be a broom mower. There was discussion regarding the possibility of renting out the tractor to the District of Ucluelet and Tofino. Staff will investigate and report back at the next meeting. Director Irving recommended discussions between the Regional District, District of Tofino and District of Ucluelet regarding future equipment purchases on the west coast and possible cost sharing options.

MOVED: Director Bennett
SECONDED: Director Schmunk

THAT the verbal updates on the Long Beach Airport be received.

CARRIED

6. RECESS TO IN-CAMERA

MOVED: Director Bennett

SECONDED: Director Schmunk

THAT the meeting be closed to the public to discuss matters relating to negotiations and related discussions respecting the proposed provision of a Regional District Service that are at their preliminary stages, disclosure of which the Board considers could reasonably be expected to harm the interests of the Regional District if they were held in public.

CARRIED

The meeting was closed to the public at 11:47 am.

The meeting was re-opened to the public at 12:21 pm.

7. ADJOURN

MOVED: Director Bennett

SECONDED: Director Schmunk

THAT this meeting be adjourned at 12:21 pm.

CARRIED

Certified Correct:

Bill Irving,
Chairperson

Russell Dyson,
Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors

From: Wendy Thomson, Manager of Administrative Services
& Teri Fong, Manager of Finance

Meeting Date: August 22, 2012

Subject: **BYLAW E1055, WEST COAST MULTIPLEX LOCAL SERVICE AREA ESTABLISHMENT**

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors give three readings to Bylaw E1055, West Coast Multiplex Local Service Area Establishment, 2012.

Desired Outcome:

The West Coast Multiplex Society has requested the Regional District to conduct a referendum this fall on the proposal of the construction and operation of a Multiplex facility on the West Coast. An establishing bylaw is required to create a service and conduct a referendum.

Background:

As reported at the August 8th Board of Directors meeting, the Regional District is considering the establishment of a new service to enable the construction and operation of a multiplex facility on the West Coast. The proposed facility would include a regulation size ice surface and multipurpose room for fitness purposes. The proposed facility is to be located on land to be provided by the Regional District on the Long Beach Airport lands. The proposed site is in proximity to the Long Beach Golf Course, complementing existing facilities, leading to possible shared resources without compromising either operation.

The West Coast Multiplex Society proposes to raise all the funds required to construct the facility. The Society plans to commence fundraising for construction costs upon a successful referendum. The Regional District would own and operate the facility, therefore the referendum will be for the operating costs only.

The process for the ACRD Board to adopt the establishing bylaw for this service is as follows:

- a. Three readings of the bylaw by the ACRD Board;
- b. Forward the bylaw for approval by the Inspector of Municipalities;
- c. Once approved, the ACRD then must obtain assent of the electors by referendum (the ACRD must go to referendum within 80 days of Inspector approval) – Proposed date for referendum in Saturday, November 17, 2012.
- d. If assent of the electors is received (referendum passes), the ACRD Board can adopt the Bylaw.

Bylaw E1055, West Coast Multiplex Local Service Area Establishment, 2012

The participating areas in the proposed local service area are; Area "C" (Long Beach), District of Tofino, District of Ucluelet and Yuułu?it?ath Government.

Attached please find a copy of Bylaw E1055, West Coast Multiplex Local Service Area Establishment, 2012 for consideration of three readings by the ACRD Board of Directors.

Time Requirements – Staff & Elected Officials:

Substantial staff time will be required to arrange and conduct the referendum. If the referendum passes, the Regional District will be responsible for the application and administration of grants, design, tendering, construction, operation and maintenance. This will require tremendous staff resources.

Financial:

The Multiplex Feasibility Report conducted by Recreation Excellence in 2008 was reviewed when estimating the annual operating expenditures but because it was created for a pool/arena combination it was hard to breakdown the recommended million dollar budget. Therefore, consultation has occurred with Gold River and Port McNeill regarding their operating budgets as their facilities are of similar size to the proposed Multiplex. The annual operating requisition for each of the two facilities is between \$270,000 and \$350,000. Staff then consulted with Scott Kenny of the City of Port Alberni and he agreed that these estimates would be reasonable for our proposed facility.

Staff estimates the annual tax requisition to be \$350,000 or \$0.19 per \$1,000 of taxable land and improvements but has set the maximum in this bylaw as \$450,000 or \$0.25 per \$1,000 of taxable land and improvements as we need to provide adequate room for the projected increase in expenditures over the coming years.

As with all of the Regional District budgets, the operating budget for the Multiplex facility will be subject to a public input process annually.

The 2012 Regional District Financial Plan includes \$7,500 to conduct the referendum.

Policy or Legislation:

This bylaw conforms with requirements in the *Local Government Act* and *Community Charter*.

Submitted by: 

 Wendy Thomson, Manager of Administrative Services

Submitted By: 

 Teri Fong, Manager of Finance



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

BYLAW NO. E1055

A bylaw to establish a service to provide for the operation of a multiplex facility on the West Coast in Electoral Area "C" (Long Beach)

WHEREAS the Alberni-Clayoquot Regional District may, by bylaw, establish and operate a service for public recreation and community use including arenas pursuant to the *Local Government Act*.

AND WHEREAS the West Coast Multiplex Society is committed to raise all the funds necessary to construct a multiplex facility on the West Coast.

AND WHEREAS the Alberni-Clayoquot Regional District has been requested to establish a service for the purpose of operating a multiplex facility on the West Coast.

AND WHEREAS the assent of the electors is required before adopting the bylaw to establish a service for the operation of a multiplex facility on the West Coast.

AND WHEREAS the Alberni-Clayoquot Regional District Board of Directors wishes to establish a service for the purpose of operating a multiplex facility on the West Coast.

AND WHEREAS the approval of the Inspector of Municipalities is required under *the Local Government Act*.

NOW THEREFORE the Board of Directors of the Alberni-Clayoquot Regional District in open meeting assembled, enact as follows:

1. Citation

This Bylaw may be cited as "Bylaw No. E1055, West Coast Multiplex Service Area Establishment, 2012."

2. Service

The local service hereby established under this Bylaw is for the purpose of operating a public recreation facility for community use, including an arena.

3. Boundaries

The boundaries of the service area are shown on Schedule "A", attached to and forming part of this bylaw.

4. Participating Areas

The participants of the service established under this bylaw shall be:

- Electoral Area "C" (Long Beach)
- District of Tofino
- District of Ucluelet
- A portion of Yuułu?iŋ?ath Nation

5. Cost Recovery

As provided in section 803 of the *Local Government Act*, the annual costs of the service shall be recovered by one or more of the following:

- a. Property values taxes imposed in accordance with Division 4.3 of the *Local Government Act*;
- b. Parcel or frontage taxes imposed in accordance with Division 4.3 of the *Local Government Act*;
- c. Fees and charges imposed under section 363 [imposition of fees and charges] of the *Local Government Act*;
- d. Revenues raised by other means authorized the *Local Government Act* or another act;
- e. Revenues received by way of agreement, enterprises, gift, grant or otherwise.

6. Maximum Requisition

In accordance with section 800.1(1) (e) of the *Local Government Act*, the maximum amount that may be requisitioned annually for the cost of the service is \$450,000.00 or \$0.25 per \$1,000 of taxable value of land and improvements, whichever is greater.

Read a first time this day of , 2012.

Read a second time this day of , 2012.

Read a third time this day of , 2012

Approved by the Inspector of Municipalities this day of 2012.

Assented to by the Electors this day of 2012.

Adopted this day of 2012.

I hereby certify this document to be
a true copy of Bylaw E1055, West Coast
Multiplex Service Area Establishment, 2012
as read a third time on August 22, 2012.

Dated this ____ day of _____, 2012.



REQUEST FOR DECISION

To: Board of Directors

From: Teri Fong, CGA, Manager of Finance

Meeting Date: August 22, 2012

Subject: Response from Yuuʷuʷiʷʷath regarding Apportionment of Mandatory Services

Recommendation:

That the Board of Directors receive the letters from Yuuʷuʷiʷʷath, in response to the apportionment of mandatory services using net taxable values, and await response from HUU-ay-aht before considering at the next Board of Directors meeting.

Desired Outcome:

To determine an apportionment method for the Maa-nulth Treaty mandatory services of General Government Services and Regional Hospital District.

Summary:

At the July 11, 2012 Board of Directors meeting a report was received from Ecoplan regarding the apportionment options for the Maa-nulth mandatory services and was referred by the Board to Yuuʷuʷiʷʷath and HUU-ay-aht for consideration. Response from HUU-ay-aht has yet to be received, therefore staff recommends that we await their reply before considering the apportionment recommendation.

Submitted by: _____

Teri Fong, CGA, Manager of Finance

Approved by: _____

Russell Dyson, Chief Administrative Officer



August 17, 2012

Alberni-Clayoquot Regional District
3008 Fifth Avenue,
Port Alberni, British Columbia V9Y 2E3

Attention: Russell Dyson, Chief Administrative Officer

Dear Mr. Dyson,

RE: Apportionment of Costs for Mandatory Services

The Executive members of the Legislature of the Yuutu?it?ath Government, at their August 15, 2012 meeting, made a motion to support the recommendation to apportion costs for the mandatory services using Net Taxable Value as presented in the July 5, 2012 briefing note from EcoPlan, and as per the existing method for all current members of the ACRD.

We look forward to the response from the Board as a whole after the ACRD Board Meeting of August 22, 2012.

Sincerely,

Charles McCarthy
President



August 17, 2012

Alberni-Clayoquot Regional District
3008 Fifth Avenue,
Port Alberni, British Columbia V9Y 2E3

Attention: Russell Dyson, Chief Administrative Officer

Dear Mr. Dyson,

RE: Director's remuneration through December 2013

The Executive members of the Legislature of the Yuutu?it?ath Government, at their August 15, 2012 meeting, made a motion to cover the remuneration of its Alberni-Clayoquot Regional District (ACRD) director, Alan McCarthy, for ACRD Board and Committee meetings, from the date of membership in the ACRD through 2013. This commitment is to be reviewed each year.

The ACRD will continue to pay the travel expenses of the Yuutu?it?ath director.

Please provide any monies due in repayment of Alan McCarthy's remuneration paid by the ACRD to date.

Sincerely,

Charles McCarthy
President



MEMORANDUM

To: Regional Board of Directors

From: Alex Dyer, Junior Planner / Bylaw Enforcement Officer

Date: August 17, 2012

Subject: Subdivision Application SE12002 (See) – 6360 Dorian Place
Minimum Frontage Waiver

Background

This subdivision application is a boundary adjustment between two existing parcels, one being 2.48 hectares (6.13 acres) in size and the other being 0.23 hectares (0.57 acres) in size. The lot line adjustment complies with the requirements of the ACRD Zoning Bylaw and the Beaver Creek Official Community Plan and will increase the size of the smaller parcel from 0.57 acres to 1.06 acres in size. Regional District staff responded to the Ministry of Transportation and Infrastructure subdivision referral on May 17, 2012 with the recommendation that the subdivision be approved subject to compliance with all other technical referral agency requirements (see attached planning staff report).

The proposed Lot 1 does not meet the ten percent (10%) road frontage as required by Section 944 of the *Local Government Act*. Section 944(2) of the *Act* allows a local government to exempt a parcel from the 10% road frontage requirement by Board resolution.

Planning staff supports the minimum parcel frontage waiver as this subdivision does not reduce the existing frontage on Dorian Place as it is now. The subdivision will simply result in an additional half acre of land added onto the western portion of the existing Lot A (see attached plan).

Recommendation

Staff recommends that the Regional Board waive the 10% road frontage requirement for Lot 1 of the proposed subdivision.

Submitted by: 
Alex Dyer, Planner

**TENTATIVE PLAN
OF SUBDIVISION**

ALBERT SEE, JR.

LOT A, PLAN 37042 AND PART OF BLOCK
A, PLAN 3673, EXCEPT PARTS IN PLANS
37041 AND 37042, ALL IN DISTRICT LOT 7,
ALBERNI DISTRICT

ADDRESS : 6360 DORIAN PLACE

PROJECT SURVEYOR : D.W. HOLME

DRAWN BY : DWH DATE : MAR. 22/12

OUR FILE : 87423 REVISION : 1st



**J.E. ANDERSON
& ASSOCIATES**
SURVEYORS - ENGINEERS

1A - 3411 SHENTON ROAD, NANAIMO, B.C. V9T 2H1
TEL: 250 - 759 - 4631 FAX: 250 - 759 - 4680
EMAIL: nanaimo@janderson.com
NANAIMO - VICTORIA - PARKSVILLE

LEGEND

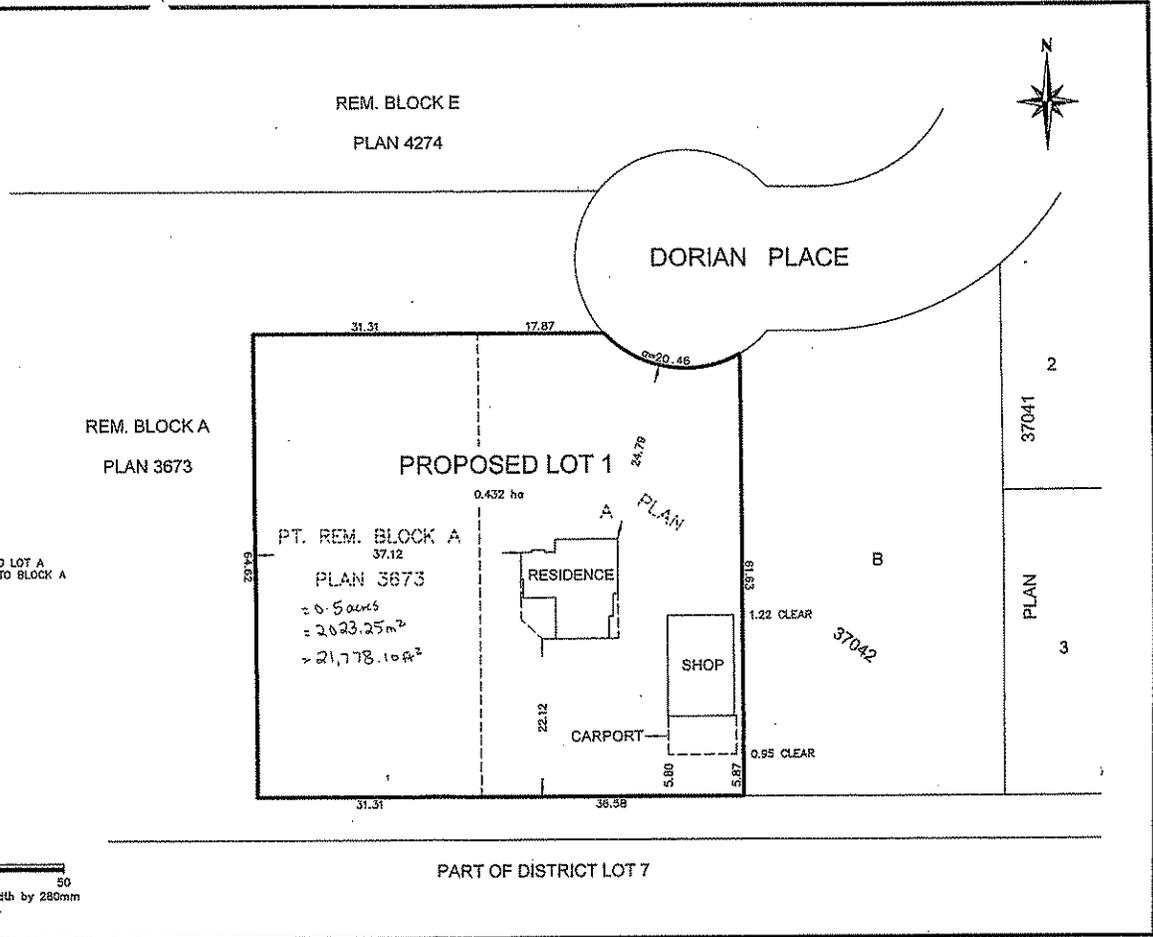
ALL DIMENSIONS ARE IN METRES

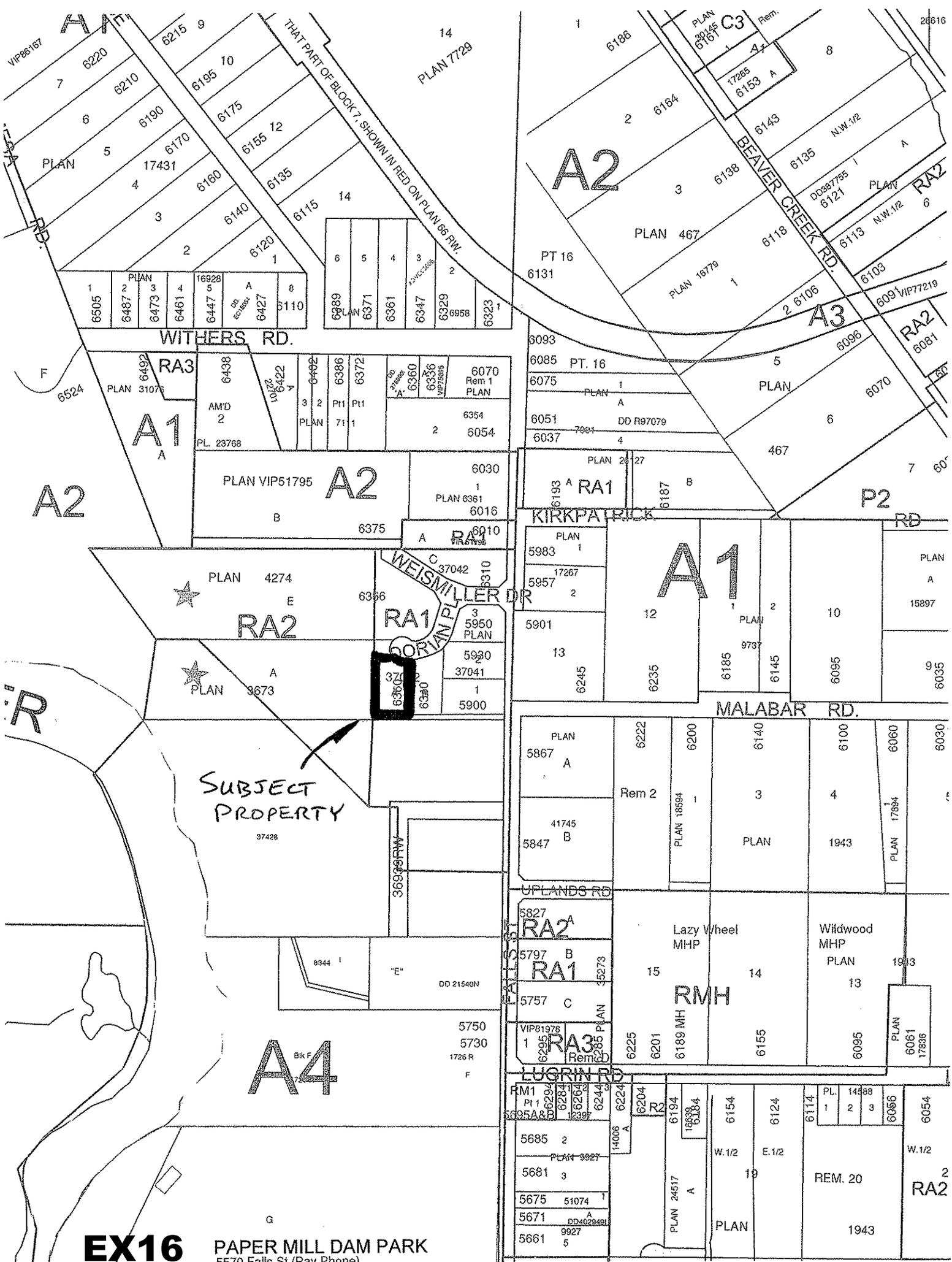
SUBJECT TO CHARGES SHOWN ON:
TITLE NO. E719805 (P.I.D. 001-054-007) - AS TO LOT A
TITLE NO. E7144778 (P.I.D. 006-185-789) - AS TO BLOCK A

DIMENSIONS ARE DERIVED FROM
LAND TITLE OFFICE RECORDS

THIS PLAN HAS BEEN PREPARED IN
ACCORDANCE WITH THE PROFESSIONAL
REFERENCE MANUAL

0 5 10 20 30 40 50
The intended plot size of this plan is 432mm in width by 280mm
in height, B size, when plotted at a scale of 1:500.





EX16

PAPER MILL DAM PARK
5570 Falls St (Pay Phone)



SUBDIVISION REFERRAL REPORT

DATE: May 17, 2012

RD FILE NO.: SE12002 / PL20120013

FOLIO NO.: 00307.041

MOTI NO.: 2012-01344

APPLICANTS: Albert Jr. & Joanne See **AGENT:** Rob Howat

LEGAL

DESCRIPTION: BLOCK A, DISTRICT LOT 7, ALBERNI DISTRICT, PLAN 3673, EXCEPT PARTS IN PLANS 37041 AND 37042 AND LOT A, DISTRICT LOT 7, ALBERNI DISTRICT, PLAN 37042

LOCATION: 6360 Dorian Road

ELECTORAL AREA: "E" Beaver Creek

APPLICANT'S INTENTION: A minor lot line adjustment by removing 2,023.25 m² of area from the remnant parcel and adding it to the adjacent Lot A.

Recommendation: ACRD staff recommends approval, subject to the proposal meeting all other technical referral agency comments/requirements.

Observations:

1. Property Description: Remnant parcel is approximately 2.48 hectares (6.127 acres) in size and Lot A is 2,292.7 m² (0.57 acres) in size. The remnant parcel is treed for the most part and Lot A has a house and accessory structure onsite.

2. Services:

- a) **Sewage Disposal:** On-site sewage disposal
- b) **Water Supply:** Beaver Creek Improvement District
- c) **Fire Protection:** Beaver Creek Volunteer Fire Department
- d) **Access:** Dorian Place, indirectly off of Falls Street

SE12002

3. Existing Planning Documents Affecting the Site:

- A. **Agricultural Land Reserve:** Not in ALR.
- B. **Official Community Plan:** Beaver Creek OCP.
Remnant parcel is designated as Acreage Residential, which has an associated minimum lot size of 0.808 hectares (2 acres). Lot A is designated as Low Density Residential, which has a minimum lot size of 0.404 hectares (1 acre).

Residential policies contained within the OCP seem to support the lot line adjustment. Neither of the lots will have their lot area reduced below the required minimums of the OCP.

- C. **Zoning:** The remnant parcel is split zoned Forest Reserve (A4) District and Acreage Residential (RA2) District, while Lot A is zoned Acreage Residential (RA1) District.

Minimum lot size requirements for the various districts include:

A4: 40 acres RA2: 1 acre RA1: 18,000 ft²

Section 6.20(2) of the Zoning Bylaw (Minor Lot Line Adjustments) states that:

Minimum lot area and lot width requirements of this bylaw shall not apply to a subdivision that does not increase the number of lots and adjusts the boundary between existing adjoining lots, provided the boundary changes does not result in the reduction of either lot by 20% or more of the original lot area.

Remnant parcel has a lot area of approximately 2.47 hectares (6.127 acres): it is approximate because it is a remnant and has not been surveyed since 1929. Lot A has a lot size of 2,292.7 m² (0.57 acres). The applicant proposes to reduce the size of the remnant parcel by 2,023.25m² (0.5 acres), which is a reduction of 8.16%. Conversely, Lot A will be increased by that amount.

Proposed reduction and augmentation of the adjoining properties meet the requirements of Section 6.20(2) Minor Lot Line Adjustments of the Zoning Bylaw.

There are two (2) covenants on the remnant parcel. One covenant requires that no buildings be constructed or mobile home be located within 30 metres of the natural boundary of the Somass River.

Not an issue for this application as the applicant is applying to do a lot line adjustment – no construction is proposed at this point.

The other covenant covers the rear portion of the property adjacent to the Somass River Slough and says that no building or structure shall be placed upon the covenanted lands except in certain locations or with proper engineering studies. It also says that “the covenanted lands shall be treated as a single parcel of land and shall not be sold or disposed of as separate parcels of land.”

Staff is of the opinion that the proposed lot line adjustment does not violate the covenant, as the front portion of the remnant is not within that covenanted area.

- D. **Parkland Dedication:** Not required as no new lots are being created.
- E. **Highways Approval within 800 metres of an intersection on controlled access Highway:** N/A

Comments:

Staff feels the proposed lot line adjustment is appropriate; will not violate the covenants onsite; and neither lot will be reduced in area by more than 20%.

Prepared by:



Carla Connolly, Planner

Reviewed by:



Mike Irg, Manager of Planning and Development



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni, BC V9Y 2E3

Phone: (250) 720-2700 Fax: (250) 723-1327

APPLICATION FOR DEVELOPMENT

- Official Community Plan Amendment
- Zoning Map Amendment
- Zoning Text Amendment
- Development Permit
- Development Variance
- Minimum Parcel Frontage Waiver
- Board of Variance Application
- Temporary Commercial Use Permit
- Temporary Industrial Use Permit
- Other: _____

Applicant/Property Owner Information	Agent Information (if applicable)
Name: ALBERT AND JEANNE SEE JR.	Name: ROB HENRY
Mailing Address: 6360 DORIAN ROAD Port Alberni BC V9Y 4B4	Mailing Address: 3000 ROCK CREEK ROAD NANAIMO BC V9T 8Y8
Telephones: 250-730-3196	Telephone: 250-756-1902
Fax:	Fax: 250-756-1902
Cell:	Cell: 250-741-7545
Email:	Email: ROBERT@CP5.COM.CA

- Legal Description: LOT 7, PLAN 37042 AND PART OF B/L 8 PLAN 3673 EXCEPT AREAS IN LOTS 37041 AND 37042 DISTRICT LOT 7 ALBERNI DISTRICT

• Particulars of Proposed Development:

- Existing OCP Designation: LOW DENSITY RESIDENTIAL AND BEREAVE RESIDENTIAL
- Proposed OCP Designation: N/A
- Text Amendment: N/A
- Existing Zone: RA-2
- Proposed Zone: N/A
- Within the Agricultural Land Reserve (ALR)?: No Yes
- Within a Development Permit Area?: No Yes
- Method of Sewage Disposal: Community System Onsite Septic System Other
- Method of Water Supply: Community System Onsite Water System Other

• Other (explain): _____

• Describe the existing land use of the subject property: Single Family Dwelling and shop

- Describe the existing land use of lands adjacent to the subject property:

North: RESIDENTIAL
South: VACANT
East: RESIDENTIAL
West: VACANT

- Describe the proposed development of the subject property (attach additional pages if necessary):

CONSOLIDATION OF APPROX. 1.5 ACRES OF D.I.A. # PLAN 3673 WITH LOT #
PLAN 37042 CREATING A LOT OF APPROX. 1 ACRE

- Reasons and comments in support of the application (attach additional pages if necessary):

THE LOTS AS THEY EXIST DO NOT MEET THE MIN. FRONTAGE REQUIREMENT
THE CONSOLIDATION DOES NOT REDUCE THE EXISTING FRONTAGE

- The following information is required. Failure to provide any of the following may delay the application.

A sketch/plan of the subject property showing:

- the legal boundaries and dimensions of the subject property;
- boundaries, dimensions, and area of any proposed lot (if subdivision is being proposed);
- the location of permanent building and structures on the subject property with distances to property lines;
- the location of any proposed building, structures, or additions hereto, with distances to property lines;
- the location of any existing sewage disposal systems and/or property water source; and
- topographic features (rock outcroppings, etc.).

- Additional or more detailed information may be requested by the Regional District following review of your application.

If the Regional District believes it to be necessary for the property boundaries and the location of buildings and structures to be more accurately defined, a plan prepared by a registered BC Land Surveyor may be required.

I accept responsibility for delays in processing caused by incorrect or insufficient submission. Personal information contained on this form is collected under the Local Government Act. Contact the Planning Department if you have any further questions.

I hereby grant Regional District staff full right of access to the subject property, during the hours of 8:00 am until 4:30 pm, Monday to Friday, except statutory holidays, while this application is in effect; and

I/We hereby declare that the information provided in this application is, to the best of my/our knowledge, true and correct in all respects, and I/we enclose the required fee with this application.

NOTE: All items submitted as part of the application will not be returned to the applicant and are subject to the Freedom of Information and Privacy Act. All relevant correspondence will be provided to both the applicant and the agent when applicable.

Applicant/Owner Signature: [Signature] FOR ROBERT AND JUDITH SEE JR.

Applicant/Owner Signature: _____

Date: Aug 17, 2012