

## 12. Proposed Bylaw

### a) Bylaw No. 4266, “Comprehensive Community Development Plan for Port Renfrew, Bylaw No. 1, 2003, Amendment Bylaw No. 11, 2019” (Port Renfrew Development Permit Areas and Development Approval Information)

Iain Lawrence spoke to the staff report and proposed Bylaw No. 4266. Iain Lawrence directed attention to the referral comments received from agencies and to the minutes from the May 29, 2019, public information meeting held in Port Renfrew.

Iain Lawrence advised that:

- the comments received from the public information meeting indicate support for better stream mapping
- establishment of a development approval information area bylaw will allow staff to request professional engineer reports to support development permit applications
- development permit mapping will improve as the professional reports are submitted to support development applications
- the provincial *Heritage Conservation Act* is the legislation that provides protection and conservation of heritage sites including archaeological sites
- the Archaeology Branch must be notified if evidence of an archaeological site is encountered during development

**MOVED** by Roy McIntyre, **SECONDED** by Ron Ramsay that the Land Use Committee recommends to the CRD Board:

- a) That the referral of the proposed bylaw directed by the Juan de Fuca Land Use Committee to a public information meeting; Agricultural Land Commission; Cowichan Valley Regional District; Department of Fisheries and Oceans; District of Sooke; Island Health; FLNR – Resource Management Objectives Branch; TRAN – Ministry of Transportation and Infrastructure; Pacheedaht First Nation; School District #62 – Sooke; and CRD departments be approved and the comments received;
- b) That proposed Bylaw No. 4266, “Comprehensive Community Development Plan for Port Renfrew, Bylaw No. 1, 2003, Amendment Bylaw No. 11, 2019” be introduced and read a first time and read a second time; and
- c) That in accordance with the provisions of Section 469 of the *Local Government Act*, the Director for the Juan de Fuca Electoral Area, or Alternate Director, be delegated authority to hold a Public Hearing with respect to Bylaw No. 4266.

**CARRIED**

## 13. Building Strata Policy

Iain Lawrence spoke to the proposed building conversion to strata application policy that will supplement the Juan de Fuca Development Fees and Procedures Bylaw, Bylaw No. 3885, by outlining required application information and the review process for requests to convert previously occupied buildings to a strata in accordance with the *Strata Property Act*.

Gerard LeBlanc, Shirley, questioned if the new policy permits accesses to existing homes to remain easements or if the accesses would need to be improved to meet road standards required by the Ministry of Transportation and Infrastructure.

Iain Lawrence responded to questions from the LUC and the public advising that:

- under the new proposed policy, the LUC would provide recommendation directly to the CRD Board
- a property's zone determines density for building conversion to strata applications
- accesses to existing homes could remain as easements or be designated as common property
- the policy can be amended, as required, to address issues identified through the application process, including access requirements

**MOVED** by Roy McIntyre, **SECONDED** by Sandy Sinclair that the Land Use Committee recommends to the CRD Board that the Juan de Fuca Building Conversion to Strata Application Policy be approved.

**CARRIED**

#### **14. Adjournment**

The meeting adjourned at 8:00 pm.

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Chair