



SUNSHINE COAST REGIONAL DISTRICT

RECOMMENDATIONS OF THE ELECTORAL AREA SERVICES COMMITTEE MEETING

October 17, 2024, 9:30 a.m.

**IN THE BOARDROOM OF THE SUNSHINE COAST
REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHLT, B.C.**

PRESENT: L. Lee, Electoral Area A
J. Gabias, Electoral Area B
K. Backs, Electoral Area D
D. McMahon, Electoral Area E
K. Stamford, Electoral Area F

ALSO PRESENT: T. Perreault, GM Corporate Services
I. Hall, GM Planning and Development
R. Rosenboom, GM Infrastructure Services
S. Gagnon, GM Community Services
S. Reid, Corporate Officer
A. O'Brien, Recorder
Kristi Wiebe, Deputy Corporate Officer

OTHERS: Media - 1
Public - 9

1. CALL TO ORDER

The meeting was called to order at 9:30 a.m.

K. Backs, Electoral Area D joined the meeting at 9:30 am.

D. McMahon, Electoral Area E joined the meeting at 9:30 am.

K. Stamford, Electoral Area F joined the meeting at 9:30 am.

A. O'Brien, Recorder joined the meeting at 9:30 am.

2. AGENDA

A. O'Brien, Recorder left the meeting at 9:30 am.

R. Rosenboom, GM Infrastructure Services left the meeting at 9:30 am.

2.1 Adoption of Agenda

The agenda for the meeting was adopted as amended, by reordering item 4.3 to item 4.10.

4. REPORTS

4.1 Pender Harbour Reading Centre Upgrades Construction Agreement

Recommendation No. 1

The Electoral Area Services Committee recommended that the report titled Pender Harbour Reading Centre Upgrades Construction Agreement be received for information;

AND THAT the Sunshine Coast Regional District enter into a Construction Agreement with the Pender Harbour Reading Centre Society for upgrades to the Reading Center (attic and floor insulation, window replacement) including that the Society be responsible for the following:

- Assume full responsibility for all associated costs related to the upgrades;
- Acquire all necessary funding, permits, inspections, and insurance, as well as adhere to all applicable building codes, municipal and provincial legislation;
- Have the building assessed for asbestos by a qualified professional prior to construction and follow required asbestos abatement measures;

AND FURTHER THAT the delegated authorities be authorized to enter into a Construction Agreement with the Pender Harbour Reading Society.

I. Hall, GM Planning and Development joined the meeting at 8:27 pm.

S. Reid, Corporate Officer joined the meeting at 8:27 pm.

T. Perreault, GM Corporate Services joined the meeting at 8:27 pm.

4.2 Pender Harbour Music School Construction Agreement

Recommendation No. 2

The Electoral Area Services Committee recommended that the report titled Pender Harbour Music School Upgrades Construction Agreement be received for information;

AND THAT the Sunshine Coast Regional District enter into a Construction Agreement with the Pender Harbour Music Society for upgrades to the Pender Harbour Music School building (installation of two heat pumps and three air handlers) that includes that the Society be responsible for the following:

- Assume full responsibility for all associated costs related to the upgrades;

- Acquire all necessary funding, permits, inspections, and insurance, as well as adhere to all applicable building codes, municipal and provincial legislation;
- Have the building assessed for asbestos by a qualified professional prior to construction and follow required asbestos abatement measures;

AND FURTHER THAT the delegated authorities be authorized to enter into a Construction Agreement with the Pender Harbour Music Society.

4.3 Official Community Plan Amendment Bylaw 641.15 and Zoning Amendment Bylaw 722.8 for 2820 Lower Road – Electoral Area D

Recommendation No. 3

The Electoral Area Services Committee recommended that the report titled Official Community Plan Amendment Bylaw 641.15 and Zoning Amendment Bylaw 722.8 for 2820 Lower Road – Electoral Area D be received for information;

AND THAT Official Community Plan Amendment Bylaw 641.15 and Zoning Amendment Bylaw 722.8 be forwarded to the Board for First and Second Reading;

AND THAT Official Community Plan Amendment No. 641.15 and Zoning Amendment Bylaw No. 722.8 is consistent with the SCRD's 2024-2028 Financial Plan and 2011 Solid Waste Management Plan;

AND FURTHER THAT a Public Hearing to consider Amendment Zoning Bylaw No. 641.15 and 722.8 be scheduled; (5) AND FURTHER THAT Director McMahon be delegated as the Chair and Director Backs be delegated as the Alternate Chair to conduct the Public Hearing.

4.4 Development Variance Permit DVP000108 (3663 Beach Avenue) - Electoral Area D

Recommendation No. 4

The Electoral Area Services Committee recommended that the report titled Development Variance Permit DVP000108 (3663 Beach Avenue) - Electoral Area D be received for information;

AND THAT Development Variance Permit DVP000108, to allow renovations and additions to an existing dwelling on the property located at 3663 Beach Avenue, be issued to vary Zoning Bylaw No. 722 as follows:

- (a) To reduce the minimum Flood Construction Level under Section 5.18.1(a) from 2.0 m above the natural boundary of the ocean to 0.27 m;

AND FURTHER THAT a save-harmless covenant be registered against the property prior to issuance of DVP000108 including restrictions on further

expansion of floor area below the prescribed Flood Construction Level and that best practices for flood hazard mitigation be incorporated into the new construction.

4.5 Development Variance Permit DVP00096 (12560 Greaves Road) - Electoral Area A

Recommendation No. 5

The Electoral Area Services Committee recommended that the report titled Development Variance Permit DVP00096 (12560 Greaves Road) - Electoral Area A be received;

AND THAT Development Variance Permit DVP00096, to allow for the construction of a second dwelling unit, on the property located at 1250 Greaves Road, be issued to vary Zoning Bylaw No. 337, as follows:

- a. To reduce the setback for a structure adjacent to an exterior side parcel line Section 631.6 (1)(d) from 4.5 m to 1.5 m for the building and 0.75 m for projections;
- b. To vary the maximum parcel coverage under Section 631.7 for a parcel over 2,000 m² in the R3A Zone from 15% to 22%.

4.6 Development Variance Permit DVP00106 (9-15200 Hallowell Road) - Electoral Area A

Recommendation No. 6

The Electoral Area Services Committee recommended that the report titled Development Variance Permit DVP00106 (9-15200 Hallowell Road) - Electoral Area A be received;

AND THAT Development Variance Permit DVP00106, to allow for the construction of carport on the property located at 9-15200 Hallowell Road, to vary Zoning Bylaw No. 337, be issued as follows:

- a. Section 515 (1) (c) to reduce the setback for a building from the natural boundary of Sakinaw Lake from 20 m to 18.5 m.

4.7 Development Variance Permit DVP00104 (1498 Tideview Road) - Electoral Area F

The meeting recessed at 10:01 a.m. and reconvened at 10:12 a.m.

Recommendation No. 7

THAT the report titled Development Variance Permit DVP00104 (1498 Tideview Road) - Electoral Area F be received for information;

AND THAT Development Variance Permit DVP00104, to allow for the construction of a staircase structure on the property located at 1498 Tideview Road, be issued to vary Zoning Bylaw No. 722 as follows:

(a) Section 5.16.1 (a) to reduce the setback for a structure from the natural boundary of the ocean from 15 metres to 5 metres.

4.8 Development Variance Permit DVP00107 (8719 Redrooffs Road) - Electoral Area B

Landon Dix, applicant, addressed the Committee.

Recommendation No. 8

The Electoral Area Services Committee recommended that the report titled Development Variance Permit DVP00107 for 8719 Redrooffs Road - Electoral Area B be received for information;

AND THAT Development Variance Permit DVP00107, to allow for the construction of a single-unit dwelling at 8719 Redrooffs Road, be issued to vary Zoning Bylaw No. 722 as follows:

(a) Section 5.14.1(a) to reduce the setback for a structure adjacent to a highway or an internal private road from 5 m to 1.5 m.

4.9 Development Variance Permit Application DVP00099 (7531 Cove Beach Road) - Electoral Area B

The Committee recessed at 11:16 a.m. and reconvened at 11:26 a.m.

Recommendation No. 9

The Electoral Area Services Committee recommended that Development Variance Permit DVP00099 (7531 Cove Beach Road) varying the Zoning Bylaw No. 722 to allow for the construction of an auxiliary dwelling unit on the property be issued, as follows:

(b) Section 7.9.3 to vary the maximum parcel coverage for a parcel over 3,500 m² in the RU1 Zone from 15% to 20.5%.

Recommendation No. 10

The Electoral Area Services Committee recommended that staff be directed to work with the applicant to develop a condition of Development Variance Permit issuance related to a report outlining the terrestrial environmental impacts related to construction of a swimming pool within the setback area and potential restoration opportunities;

AND THAT a report be provided to a future Committee.

S. Gagnon, GM Community Services left the meeting at 10:29 am.

4.10 Official Community Plan Background Report**Recommendation No. 11**

The Electoral Area Services Committee recommended that the report titled Official Community Plan Background Report be received for information;

AND THAT the Official Community Plan Background Report be referred to the Advisory Planning Commissions for feedback;

4.11 Electoral Area A Advisory Planning Commission Meeting Minutes of September 25, 2024**Recommendation No. 12**

The Electoral Area Services Committee recommended that the recommendations from the Egmont/Pender Harbour (Area A) Advisory Planning Commission meeting of September 25, 2024 be received for information.

4.12 Electoral Area B Advisory Planning Commission Meeting Minutes of July 25, 2024**Recommendation No. 13**

The Electoral Area Services Committee recommended that the recommendations from the Egmont/Pender Harbour (Area A) Advisory Planning Commission meeting of July 25, 2024 be received for information.

4.13 Electoral Area D Advisory Planning Commission Meeting Minutes of July 15, 2024**Recommendation No. 14**

The Electoral Area Services Committee recommended that the recommendations from the Roberts Creek (Area D) Advisory Planning Commission meeting of July 15, 2024 be received for information.

4.14 Electoral Area D Advisory Planning Commission Meeting Minutes of September 16, 2024**Recommendation No. 15**

The Electoral Area Services Committee recommended that the recommendations from the Roberts Creek (Area D) Advisory Planning Commissions meeting of September 16, 2024 be received for information.

4.15 Electoral Area F Advisory Planning Commission Meeting Minutes of September 24, 2024**Recommendation No. 16**

The Electoral Area Services Committee recommended that the recommendations from the West Howe Sound (Area F) Advisory Planning Commission meeting of September 24, 2024 be received for information.

5. COMMUNICATIONS

5.1 Karen Spicer, Vice President, xwesam - Roberts Creek Community Association

Recommendation No. 17

The Electoral Area Services Committee recommended that a letter of support be issued to the xwesam-Roberts Creek Community Association supporting their annual Province of BC Gaming Grant funding application.

8. ADJOURNMENT

The meeting adjourned at 12:05 p.m.

Chair