



## AGRICULTURAL ADVISORY COMMITTEE MEETING

April 26, 2011  
12:00 PM – CVRD Boardroom  
175 Ingram Street, Duncan, BC V9L 1N8

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### AGENDA

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**Note:** A copy of the full agenda package is available at the CVRD website [www.cvrld.bc.ca](http://www.cvrld.bc.ca)

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Director M. Marcotte, Chair  
Director L. Duncan  
Director L. Iannidinardo  
Director G. Giles

Director G. Seymour  
Peter Keber  
Rodger Hunter  
Joanne McLeod

Ian Christison  
Wayne Haddow  
George Robbins  
Dan Ferguson

Pat Durose  
Mick Smith

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**DISTRIBUTION:**

**Full Agenda Package:**

DIRECTOR HARRISON  
DIRECTOR HAYWOOD  
DIRECTOR WALKER  
DIRECTOR MCGONIGLE  
DIRECTOR KENT

DIRECTOR COSSEY  
DIRECTOR HUTCHINS  
DIRECTOR DOREY  
DIRECTOR KUHN  
DIRECTOR MORRISON

**AS WELL AS:**

GEORGE BAIRD, ALTERNATE  
JOHN MILNE, ALTERNATE  
MARSHA STANLEY, ALTERNATE  
ROB KLINE, MINISTRY OF AGRICULTURE & LANDS  
WARREN JONES, CHIEF ADMINISTRATIVE OFFICER  
MARK KUEBER, GENERAL MANAGER CORPORATE SERVICES  
TOM ANDERSON, GENERAL MANAGER PLANNING & DEVELOPMENT  
GEOFF MILLAR, ECONOMIC DEVELOPMENT MANAGER  
KATHY LACHMAN, BUSINESS DEVELOPMENT OFFICER

Minutes of the regular meeting of the AGRICULTURAL ADVISORY COMMITTEE held at the CVRD Boardroom, March 22, 2011 at 12:00 pm.

**PRESENT:** Chair M. Marcotte  
Director G. Giles  
Director G. Seymour  
Director L. Iannidinardo  
Peter Keber  
Rodger Hunter  
Joanne McLeod  
Ian Christison  
Dan Ferguson  
George Robbins  
Wayne Haddow  
John Milne

**ALSO PRESENT:** Director M. Dorey  
Director I. Morrison  
Pat Durose, Farm Credit Canada  
Mick Smith, Duncan Farmer's Market

**STAFF:** Tom Anderson, GM, Planning & Development  
Geoff Millar, Manager, Economic Development  
Kathy Lachman, Business Development Officer  
Judy Mills, Recording Secretary

**ABSENT:** Director L. Duncan  
Marsha Stanley  
George Baird

**APPROVAL OF  
AGENDA**

Three addenda were added to Business Arising and one addendum was added to New Business.

**It was moved and seconded the agenda be accepted.**

**MOTION CARRIED**

**ADOPTION OF  
MINUTES**

**It was moved and seconded the February 25, 2011 Regular AAC meeting minutes be accepted.**

**MOTION CARRIED**

**BUSINESS ARISING  
FROM THE MINUTES**

**BA1  
TERMS OF  
REFERENCE**

The AAC Terms of Reference were distributed for review at the February 25, 2011 meeting to all members. The Chair opened the floor to questions. There were none.

**BA2  
AAC MEETING  
SCHEDULE**

The Chair reported the member consensus is for a monthly meeting the fourth Tuesday of each month. Please RSVP for lunch or advise if not attending.

**BA3  
MINISTRY OF  
AGRICULTURE  
DISCUSSION PAPER**

The Chair opened the floor for comments. It was noted the members did not receive a copy of the Discussion paper. Geoff Millar will circulate to all members before the end of the meeting.

**UNFINISHED  
BUSINESS**

**UB1  
PROPOSED AVICC  
RESOLUTION**

All members read the background material circulated at the AAC February 25, 2011 meeting.

Director M. Dorey discussed background information that he has collected. Farmland is expensive and there is a perception that in future it will be subdivided based on supply and demand and become unmanageable for purchase as farmland. AVICC proposed resolution is only for farmland in the ALR. If you do not farm the land there would be a premium level of taxation to discourage subdivision. This is one way to improve farming. The resolution has been vetted by many Agricultural professionals who thought it was a good idea.

The following member responses were noted:

- Creating this initiative provides opportunity to create more subdivision.  
Director M. Dorey: Under the proposal there is a penalty which will reduce the number of buyers.
- ALR application process goes to EASC to deny/make recommendation. If denied does not go to ALR commission.
- Breaking ALR into 5 acres chunks is erosion. There are other models; apprenticeship programs and mentorships. Who would get the tax?
- Tax penalty is not enough of a deterrent. Covenants and promises work.
- Price of land acts as Farmer's pension.
- Moving in the right direction bringing this forward but needs to be reviewed more thoroughly.
- Identified an issue that is critical. Suggestion to put together working groups to discuss in broader terms. Want to support new entrance farmers.
- Channel change through Assessment Authority and Federal Agriculture rules.
- New provincial appointees:  
Minister of Agriculture – Don McRae  
Ministerial Assistant – Don Smukowich  
Ministerial Assistant – R.J. Senko

- Lease land to gain experience and apply for loans through equipment loan bank, farm bank and mentorship.
- BC has the lowest number of new entrant farmers.
- Proposal is timely and fits with DNC objectives.
- There are very good initiatives on the island to set up for apprenticeships.

**It was moved and seconded the Agricultural Advisory Committee recommends the CVRD Board not endorse the proposed AVICC resolution.**

**CARRIED**

**Opposed: Director M. Dorey**

**It was moved and seconded that the AAC Chair form a working group of committee members to explore avenues of assisting new farmers to enter into the agricultural industry.**

**CARRIED**

**It was moved, but not seconded, that a moratorium be established to prevent any exclusions or further subdivisions of ALR land.**

**A referral motion was moved and seconded that the intent of the previous motion be referred to staff for additional information on the number and scope of subdivision and exclusion applications.**

**MOTION CARRIED**

**UB2  
AREA AGRICULTURE  
PLAN & ACTION  
ITEMS**

Kathy Lachman collected seven member responses for the top five action items. The information was collated and distributed to members.

The Chair asked the members to comment on how they wished to move forward with this information. Discussion took place and the members agreed on the following:

- Form working groups (based on skill sets) and settle on 6 goals/themes. One person will take notes and one person will report back to Committee. Each group will make a recommendation.
- Working groups can invite outside sources to move things along.

Rodger Hunter will request Mrs. Hunter put together an illustrated logic model based on the Plan to spell out themes. Rodger will forward onto Kathy Lachman to circulate to members to formulate actions.

Committee members homework is to review and establish 6 goals/themes for the next meeting on April 26, 2011.

**NEW BUSINESS**

**NB1  
SUGGESTIONS FOR  
NEXT STEPS**

Director G. Giles reported that Director L. Duncan brought forward the comment that the AAC exists at the pleasure of the Chair. The Environment and Economic Development Commissions are formed by By-Law. A small discussion took place. To establish permanence of this Committee the following motion was made.

**It was moved and seconded that the Agricultural Advisory Committee recommend to the CVRD Board that the Regional Agricultural Advisory Committee be established by By-Law as a permanent Commission of the CVRD.**

**MOTION CARRIED**

**CLOSED SESSION**

Not applicable.

**ADJOURNMENT**

**It was moved and seconded that the meeting be adjourned.**

**MOTION CARRIED**

The meeting adjourned at 1:47 pm.

Certified Correct:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary

Dated: \_\_\_\_\_

## Judy Mills

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To: Judy Mills  
Subject: FW: interesting stuff

----- Original Message -----

**From:** Leo Gosselin

**To:** [marym@island.net](mailto:marym@island.net) ; [leo.gosselin](mailto:leo.gosselin) ; [truth@ecodepotfacts.com](mailto:truth@ecodepotfacts.com)

**Cc:** [Friends Against Rubbish Management Site](mailto:Friends Against Rubbish Management Site) ; [briger@shaw.ca](mailto:briger@shaw.ca) ; [ggiles12@shaw.ca](mailto:ggiles12@shaw.ca) ; [haywooddr@telus.net](mailto:haywooddr@telus.net) ; [info@georgeseymour.ca](mailto:info@georgeseymour.ca) ; [kcossey@seaside.net](mailto:kcossey@seaside.net) ; [k.k@shaw.ca](mailto:k.k@shaw.ca) ; [lianni@shaw.ca](mailto:lianni@shaw.ca) ; [loren\\_duncan@telus.net](mailto:loren_duncan@telus.net) ; [mayor@duncan.ca](mailto:mayor@duncan.ca) ; [mayor@northcowichan.bc.ca](mailto:mayor@northcowichan.bc.ca) ; [meldorey@shaw.ca](mailto:meldorey@shaw.ca) ; [morrison.director@shaw.ca](mailto:morrison.director@shaw.ca) ; [rhutchins@shaw.ca](mailto:rhutchins@shaw.ca) ; [trlm@shaw.ca](mailto:trlm@shaw.ca)

**Sent:** Sunday, March 27, 2011 4:02 PM

**Subject:** interesting stuff

dear Mary Marcotte

Congratulations on being named chair for the agricultural advisory commity. I became aware of this when i was reading through the feb 9 2011 CVRD board minutes.

It seems to me that the CVRD is creating an illusion to alot of people. They are pretentious in what they publish as long term goals, that they care. They say alot of nice things but dont follow through or actually do the opposite.

I am calling on you to consider some of my findings. Three in particular are quite relavent to your position as chair of the AAC. They are directly related to agricultural land and its uses. Their precedence for the future of the agricultural community is substantial.

1.The draft of the south Cowichan Community Plan states (policy 6.13 (c) ) "Existing agricultural land will be maintained at current parcel sizes, for future food production".

Having said this the CVRD shouldn't be allowed to split the 22 acre parcel on Cameron -Taggart rd into two. I wouldnt be allowed to would I?

2. In the OCP section 2, Agricultural Designations / Objectives (letter I) it states "To minimize the potential for land use conflicts between agriculture and other uses".

"Other uses" would that not include such a thing as an eco depot.

3. (Policy 11.9) states, "Poor capability, climate and soil constraints should not be considered a viable reason to contemplate subdivision or removal of land fromthe agricultural designation. Lower capability lands should be used for pastures, for buildings, feed lots, green houses, land based aquaculture, farm reservoirs, woodlots, or other uses accesory to the farm operation but not requiring arable land". No mention of a waste transfer station here. It also does not validate the results provided in Boulevard group in their ecodepot Environmental Assessment. they were partially based on B. Wikkering's opinion that "the proposal development portion of the subject site was never suitable for farming". If asked my opinion it would have been and still is that , this subject site is perfect for a (young) farmer . On the top 11 acres he could build a home for the wife and kids, a barn for some cows and some goats, possibly even a chicken coop and still still have lotsa room for some pasture. On the lower 11 acres he could grow some food for those cows.

4. Another comment that i question is the one made by David Slade (Drillwell enterprises). by accepting no responsibility if the aquifer was to become contaminated he said " in regards to the aquifer near site , it is

amongst the least vulnerable in the region". Does this mean that being less vulnerable that it is not vulnerable? I think not! It is in fact the water i drink. How important is clean drinking water to me , probably as important as it is to those in Japan . Their Government allowed theirs to be tainted. I would expect my government (CVRD) not to be..... sorry. Mr. Slades opinion could be compared to one given by a butcher saying that a cow in Duncan is less vulnerable to contracting BSA , than a cow in Oak Bay.

Please vote against the EcoDepot when it is time to do so, and please convince the other board members to do so. The CVRD should not have its own set of rules to play with. Lets level out the playing field. Thank-you.

respefully yours Leo





**MEMORANDUM**

**DATE:** March 22, 2011 **CVRD FILE NO:** 6-D-08DP/RAR  
**TO:** Electoral Area D – Cowichan Bay – APC Chair and Members  
**FROM:** Rachelle Moreau, Planner I, Planning and Development Department  
**SUBJECT:** Development Permit No. 6-D-08DP/RAR (Parhar Holdings)

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**Purpose:**

To consider the issuance of a development permit for Phase 1 of the Parhar Business Park consisting of 3 commercial buildings with 6 accessory dwelling units.

**Background:**

**Location of Subject Property:** 5301 Chaster Road

**Legal Description:**

Lot 1, Section 13, Range 7, Quamichan District, Plan VIP88052 (PID:028-237-765)

**Date Application and Complete Documentation Received:** February 24, 2011

**Owner:** Parhar Holdings III Ltd.

**Applicant:** Russ McArthur

**Size of Parcel:** 3.06 ha (7.56 acres)

**Existing Zoning:** C-7 Business Park Commercial

**Existing Plan Designation:** Business Park Commercial

**Existing Use of Property:** Vacant

**Existing Use of Surrounding Properties:**

North: Cowichan First Nations Reserve  
South: C-3 (Service Commercial)  
East: A-1 (Primary Agricultural), Agricultural Land Reserve (ALR)  
West: C-3 (Service Commercial) Trans-Canada Highway

**Services:**

**Road Access:** Chaster Road  
**Water:** Community water  
**Sewage Disposal:** Community sewer

**Environmentally Sensitive Areas:** The *Environmental Planning Atlas 2000* has not identified any environmentally sensitive areas on the site.

**Archaeological Site:** None identified

Contaminated Sites Regulation: Declaration signed

**Background:**

The subject properties were rezoned in June 2010 from Local Commercial (C-2A) to Business Park Commercial (C-7), in order to expand the permitted uses to allow development of a business park, and accessory residential dwellings. The attached C-7 zone identifies the permitted uses, as well as specifies additional regulations such as parking, number of residential units, setbacks and the requirement for all permitted uses to take place within a building.

The Official Settlement Plan was also amended to include a new section entitled, "Business Park Commercial", which introduced a number of policies relative to the establishment and operation of a business park. This property has also been included within the Business Park Commercial Development Permit Area (DPA).

The Business Park Commercial DPA was established for the purpose of protecting the natural environment, its ecosystems and biodiversity; and the establishment of objectives for the form and character of commercial and industrial development.

**Proposal:**

An application has been made to obtain a development permit in accordance with the Business Park Commercial DPA to permit Phase 1 of the business park, consisting of three buildings of 680 m<sup>2</sup>, 1,320 m<sup>2</sup>, and 2,200 m<sup>2</sup> respectively as well as approximately six residential units of 100 m<sup>2</sup> each.

The purpose of this development permit application is to review the application in consideration of the development permit guidelines, with attention to the appearance of the building, signage, landscaping, lighting, impervious surface and rainwater management, and other matters addressed in the development permit area. Detailed elements of the proposal are noted in the following sections.

**Parkland Dedication**

Though the rezoning application, the developer has committed to constructing a trail along Chaster Road. The purpose of the trail is to improve pedestrian safety, particularly for school children who walk along Chaster Road from residences on Cowichan Tribes land near Boys Road to the Koksilah School/Trans Canada highway overpass. This trail will be constructed within the road allowance, with CVRD Parks and Trails Division being responsible for obtaining the appropriate permit from the MoTI, and the developer being responsible for construction of the trail to CVRD standards.

**Agency Referrals:**

This proposal has been referred to the following agencies for review and comment:

- City of Duncan
- City of Duncan Fire Department
- CVRD Engineering and Environmental Services Department
- CVRD Parks and Recreation Department
- Ministry of Transportation and Infrastructure
- Cowichan Tribes

**Policy Context:**

**Official Settlement Plan (OSP)**

This property has been designated as the Business Park Commercial designation, which identifies the following policies:

**Policy 8.23**

*"The Business Park Commercial designation is intended to accommodate low intensity light industrial uses and service oriented commercial uses. It is also intended to promote economic*

development by providing a location for commercial and light industrial businesses. Uses considered suitable for the designation include research and development, business and medical office, personal service establishment, manufacturing contained within a building, food processing, and warehousing."

**Policy 8.24**

"Business Park Commercial sites shall be designed and developed to comply with the following objectives:

- a) Minimize impacts on adjacent residential and agricultural uses;
- b) Provide a safe, comfortable and attractive environment for employees, customers and others;
- c) Achieve a consistent and unified theme for site, building, landscape and signage design;
- d) Utilize sustainable development practices such as on-site storm water management, energy efficient building design and water consumption reduction measures."

**Zoning and Residential Density**

The C-7 Zoning provides for a number of permitted uses and specifies regulations regarding building height, setbacks, parcel coverage and parking (please see attached C-7 zone description).

The buildings are designed to accommodate a range of potential tenants and uses within approximately 200 m<sup>2</sup> (2,150 ft<sup>2</sup>) units, however some units may be larger and some may be smaller depending on the needs of the tenants. Currently, the applicant does not know the exact uses that will occur in the proposed buildings.

**Parking**

The Bylaw specifies that 1 parking space is required per 48 m<sup>2</sup> of gross floor area, plus one space per residential dwelling. Therefore, a total of 94 parking spaces are required for the first phase. Based on earlier drawings showing the total building area of all buildings, approximately 12,690 m<sup>2</sup>, the required number of parking spaces would be approximately 264 spaces.

**Development Permit Area Guidelines**

The Business Park Commercial Development Permit Area outlines how the property should be developed in terms of the site design, landscaping, signage, building design and environmental protection. The following section outlines how the development proposal complies with the guidelines. However, this may be subject to change depending on the size of the buildings in subsequent phases.

**Site Design**

- 1.1 No exterior storage is proposed in this Phase.
- 1.2 The site plan illustrates two entrances/exits on the property. The Ministry of Transportation and Infrastructure requires an Access Permit be issued prior to construction on the property. With regards to emergency vehicle access, this application will be referred to the City of Duncan Fire Department.
- 1.3 There are parking spaces and pathways directly in front of each building. There are no defined pathways/sidewalks alongside roadways. Within the parking areas, landscape islands will be provided to soften the character and feel of the parking lot and to provide space for street tree planting. Street trees will be planted in the locations identified in the Landscape Concept Plan throughout the parking areas to break building facades and provide localized shading and cooling, as well as aid in rain garden performance.
- 1.4 Street lights are proposed in the locations identified on the plan. Additionally, both buildings along Chaster Road will be equipped with a wall mounted, shielded luminaires to provide lighting on the road side of the buildings, towards the pathway.
- 1.5 Refuse and recycling locations are noted on the plan. Requirements to fence and screen these areas can form a condition of the Development Permit.
- 1.6 The applicant has proposed the following in terms of compliance with Crime Prevention Through Environmental Design (CPTED) principles:

- Parking is within visible well lit locations adjacent to main entrances of buildings;
- The landscaping is not conducive to hiding;
- Landscaping avoids locating large plants that can conceal activity adjacent to building
- Larger plantings tend to be trees with higher crowns;
- The residential units provide continual presence on site. During the day, commercial activity is taking place, and during the evening people are on the site in the residences.
- Pathways and approaches to buildings are illuminated through building mounted downlighting for security of residents and customers/staff, as well as illuminating landscaped spaces around buildings for security of buildings and contents
- Building materials are chosen for durability and combustible-resistant qualities (e.g. fiber cement siding, stucco, concrete block, steel stud framing, aluminum windows and doors, and heavy timber wood elements that have an inherent fire resistance due to their cross-sectional size).

#### Building Design

2.1 The only currently proposed building near the Agricultural Land Reserve (ALR) boundary, Building 3, is oriented such that the main entrances, parking and public areas are internal to the business park, and not to the ALR boundary. There are two exit doors at the rear of this building, however, as noted, the main activities will be oriented towards the business park. The building is set back from the ALR boundary by 9 metres, which is the required setback specified in the zoning bylaw. This setback area will be landscaped and planted with the following plants (see attached landscaping plan and buffer planting as illustrated on the Rainwater Management Plan drawing):

- Buffer trees
  - *Acer glabrum* (Douglas maple)
  - *Crataegus douglasii* (Black hawthorne)
  - *Pinus contorta* (Lodgepole Pine)
  - *Thuja plicata* (Western red cedar)
- Buffer shrubs (trespass –preventing)
  - *Mahonia aquifolium* (Oregon grape)
  - *Rosa nutkana* (Nootka Rose)
  - *Rubus spectabilis* (Salmon berry)
- Raingarden plants
  - *Carex obnupta* (slough sedge)
  - *Juncus patens* (Carmen's grey (rushes)
  - *Myrica gale* (Bog myrtle/Sweet Gale)

- 2.2 Building 1 and 2 both face Chaster Road and are designed to include a substantial number of windows, and exterior finishes comprise blue horizontal fiber cement siding, wood fascia and wood posts. The residential suites have a patio, and wood trellis on post and beam structure. The building itself is constructed with grey split face concrete block.
- 2.3 The buildings appear to be well-designed and include a variety of colours, varying lines, and materials.
- 2.4 All the buildings in Phase 1 are of a consistent design theme. Subsequent Development Permits will be required for future phases.
- 2.5 The proposed buildings use low maintenance durable materials consisting of grey split face concrete block, metal roofing and blue fiber cement siding.
- 2.6 No smooth concrete block or vinyl siding is proposed.
- 2.7 This guideline recommends that building materials indigenous to the west coast are to be incorporated into the building design, and currently there are some wood elements proposed through the wood fascia and wood posts.
- 2.8 No rooftop equipment is currently proposed, the Development Permit can include a condition that any rooftop equipment proposed in the future be screened (e.g. through a false roof).

- 2.9 None of the currently proposed buildings face residential land. Subsequent Development Permits will be required for future phases of the business park, at which point careful attention will be paid to the building design of any and all buildings facing the residential land along the north property boundary.

Landscaping and Buffers

- 3.1 As noted above, a public pathway is required along the front (Chaster Road). The attached landscape plans illustrate the type and location of proposed landscaping within the trail/park area. The CVRD Parks and Trails Department will be working with the Ministry of Transportation and Infrastructure (MoTI) to secure the necessary permit. Construction of the pathway will be provided by the developer in keeping with CVRD standards.

Currently, the applicant has proposed a significant portion of their Chaster Road frontage landscaping within the land to be used as park. This includes street trees, shrubs, bioswale, and lawn area. The landscape plan indicates the following plants will be used:

- Deciduous Trees
  - Acer glabrum (Douglas Maple)
  - Cornus (Eddie's White Wonder)
  - Fraxinus oxycarpa (Raywood ash)
  - Picea omorika (Serbian Spruce)
  - Nyssa sylvatica (Black tupelo)
  - Zelkova serrata
- Shrubs
  - Cornus sericea 'Kelseyii' (Kelsey Dogwood)
  - Lonicera nitida (Boxleaf honeysuckle)
  - Symphoricarpos alba (Snowberry)
  - Vaccinium ovatum 'Thunderbird' (Thunderbird evergreen huckleberry)
  - Garrya elliptica 'James Roof'
  - Callicarpa japonica (Japanese beauty berry)
  - Rhododendron sp.
  - Hamamelis mollis (type of witch hazel)

The CVRD Parks and Trails Division has advised that they typically do not allow landscaping or irrigation within the trail/park area. The requirements for the Parks and Trails Division is to have an off-road trail for safe pedestrian use, and they recommend a buffer of native grass, boulders or something that is low maintenance and drought tolerant between the road surface and the trail surface. Planning staff are concerned that this change would detract from the landscaped appearance visible from Chaster Road. Comments from the Advisory Planning Commission with regards to the proposed landscaping along Chaster Road, and within the trail/park area would be appreciated.

- 3.2 The landscape plan illustrates a chain link fence on the rear property line along the ALR boundary. There is a 9 metre setback area from buildings, and this entire setback will be landscaped with a selection of buffer trees and shrubs (as noted above in Section 2.1). The landscape plan indicates that this complies with the Level 2D standard specified in the "Guide to Edge Planning" as required by this DPA guideline.
- 3.3 There is no parking, outdoor storage or other activity proposed within the buffer area. The Buffer Planting noted on the plan indicates that there are three rows of trespass-preventing shrubs consisting of Oregon grape, Nootka rose, and Salmon berry along the parking area. The landscaped buffer along the ALR land is proposed in Phase 2 of the Business Park. This guideline states that a covenant can be required to ensure protection of the buffer area.
- 3.3 Street trees consisting of Acer glabrum (Douglas Maple), Cornus (Eddie's White Wonder), Fraxinus oxycarpa (Raywood ash), Picea omorika (Serbian Spruce), Nyssa sylvatica (Black tupelo), and Zelkova serrata are currently proposed within the front roadside trail/park area.

As the CVRD Parks and Trails Division has indicated they typically do not permit this level of landscaping within their park, a discussion regarding alternative locations may be required. Due to the prominent location of this property on the highway, it is strongly desired that street trees and significant landscaping be established along the front boundary.

Additional street trees are proposed within parking areas via internal landscape islands to soften the character and feel of the parking lot, to help break the building facades and provide localized shading and cooling, as well as aid in rain garden performance.

- 3.4 Some native plants have been included within the landscape plan (e.g Oregon grape, Nootka rose, salmon berry, western red cedar).
- 3.5 Irrigation is proposed.
- 3.6 The landscaping plan has been prepared by a landscape architect, who can be required to "sign-off" on the landscaping after it has been installed indicating that it has been done to the specifications.
- 3.7 The landscape architect has provided a cost estimate for the proposed landscaping plan including installation of irrigation. The CVRD requires 125% of the estimated cost to be maintained as a security until the landscaping is successfully established.
- 3.8 Upon successful installation of the landscaping, 50% of the security deposit may be returned to the applicant. The other 50% will be held by the CVRD for 3 years to ensure that the plantings are successful.

Environmental Protection:

- 4.1 This guideline requires a storm water management plan to achieve zero discharge from the property, and recommends a combination of detention and infiltration methods.

As proposed, there are two main components to the rainwater management plan (as illustrated on the attached plan):

- A series of raingardens and bioswales that will capture runoff for all the rainwater and slowly infiltrate the water into the ground. It is proposed that all the rainwater can be managed this way for Phase 1 (the 3 buildings currently proposed).
  - To achieve "zero discharge" from the site, and provide a backup and overflow system to the series of raingardens, an onsite infiltration system designed by an engineer will be required. It is proposed that all the rainwater will pass through a raingarden prior to being discharged into the infiltration trenches. The approximate location of the infiltration trench is indicated on the attached rainwater management plan.
- 4.2 Raingardens are proposed to filter the rainwater prior to it being discharged into the overflow underground infiltration system in order to pre-treat surface runoff water before it enters the groundwater. No information on the proposed uses that will occupy the buildings is available to identify whether additional protection measures are required.
- 4.3 Windows are proposed to be Energy star thermally broken, and energy efficient lighting (CFL and LED) is proposed for internal lighting.
- 4.4 All plumbing fixtures for residential and commercial uses are proposed to be low flow fixtures, dual flush or ultra low water toilets.

Signage:

Currently, the locations of proposed fascia signs have been identified on the building elevation drawings. Additionally, there are two locations identified on the site plan that will host the "Parhar Business Park" project sign, as illustrated on the site plan.

Subsequent Development Permits will be required for signs within the business park as they are proposed. These will be reviewed for compliance with the signage guidelines within the Business Park Commercial Development Permit Area.

**Planning Division Comments:**

The above-referenced sections describe the proposal and how it complies with the requirements of the Business Park Commercial Development Permit Areas.


Some topics the APC may wish to consider when reviewing this application include:

- A review of the appearance, style and massing of the proposed buildings;
- Providing feedback on the location of the landscaping within the proposed trail/park area along Chaster Road. Staff feel that retention of the street trees along this frontage are important, however if they cannot be accommodated within the trail/park area, an alternative landscape plan may be required.

For your information we have attached a copy of the application proposal and all relevant supporting material associated with it. We would appreciate any comments and recommendations the commission may have so they may be incorporated into a report for an upcoming Electoral Area Services Committee meeting.

Should you require any further information, please feel free to contact this office.

Submitted by,



Rachelle Moreau, Planner I  
Development Services Division  
Planning and Development Department

RM/mca

Attachments

pc: Director L. Iannidinardo, Electoral Area D – Cowichan Bay  
Russ McArthur, (agent for Parhar Holdings Ltd.)



**The Regional District does not warrant the accuracy.**

All persons making use of this compilation are advised that amendments have been consolidated for convenience purposes only and that boundaries are representational

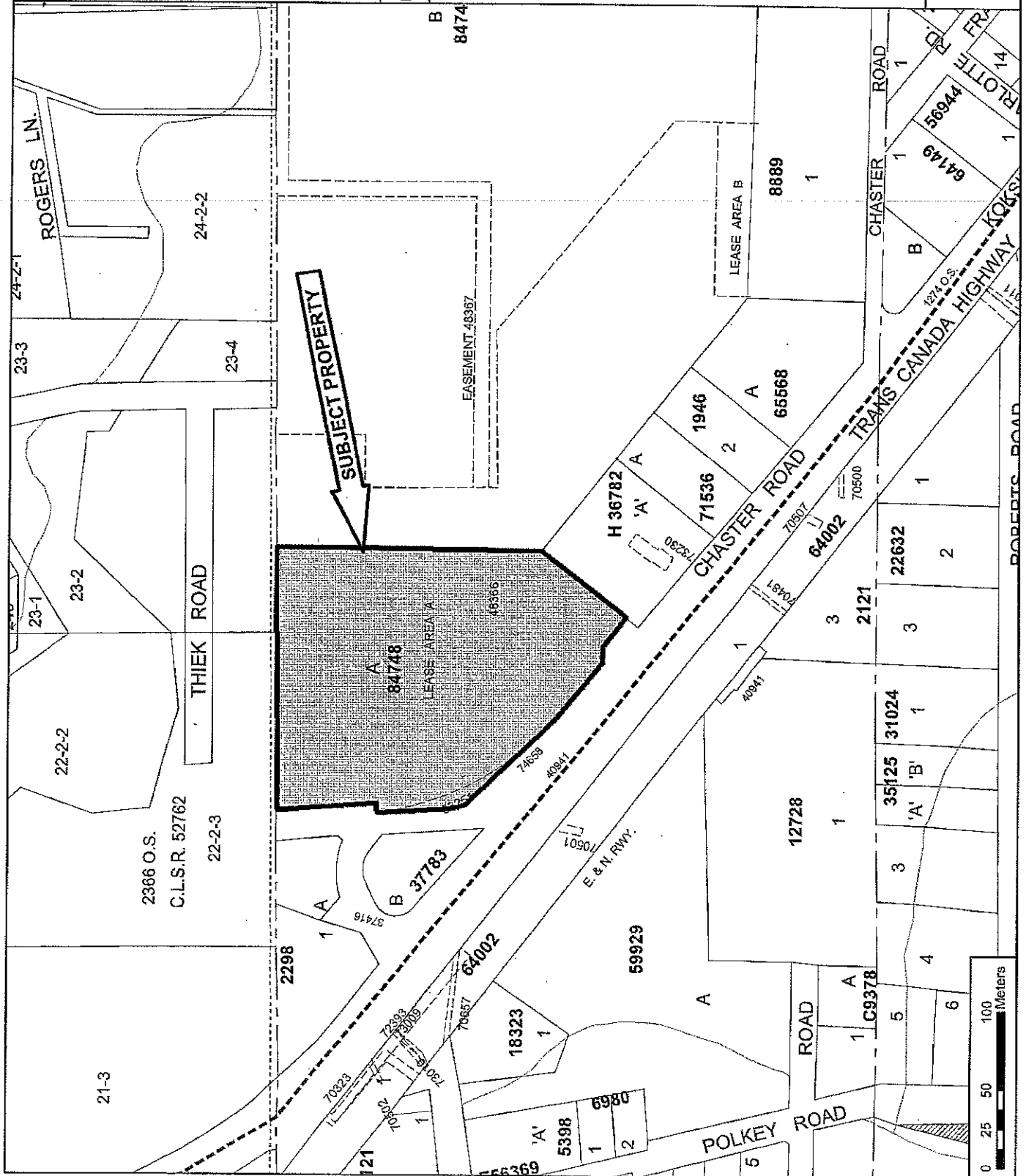
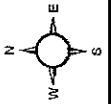
The original exhibits should be consulted for all purposes of interpretation and application of the bylaws.

**FILE: 6-D-08-DP-RAR**

### Legend



## Property







This map is compiled from various sources for internal use and is designed for reference purposes only.

**The Regional District does not warrant the accuracy.**

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The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

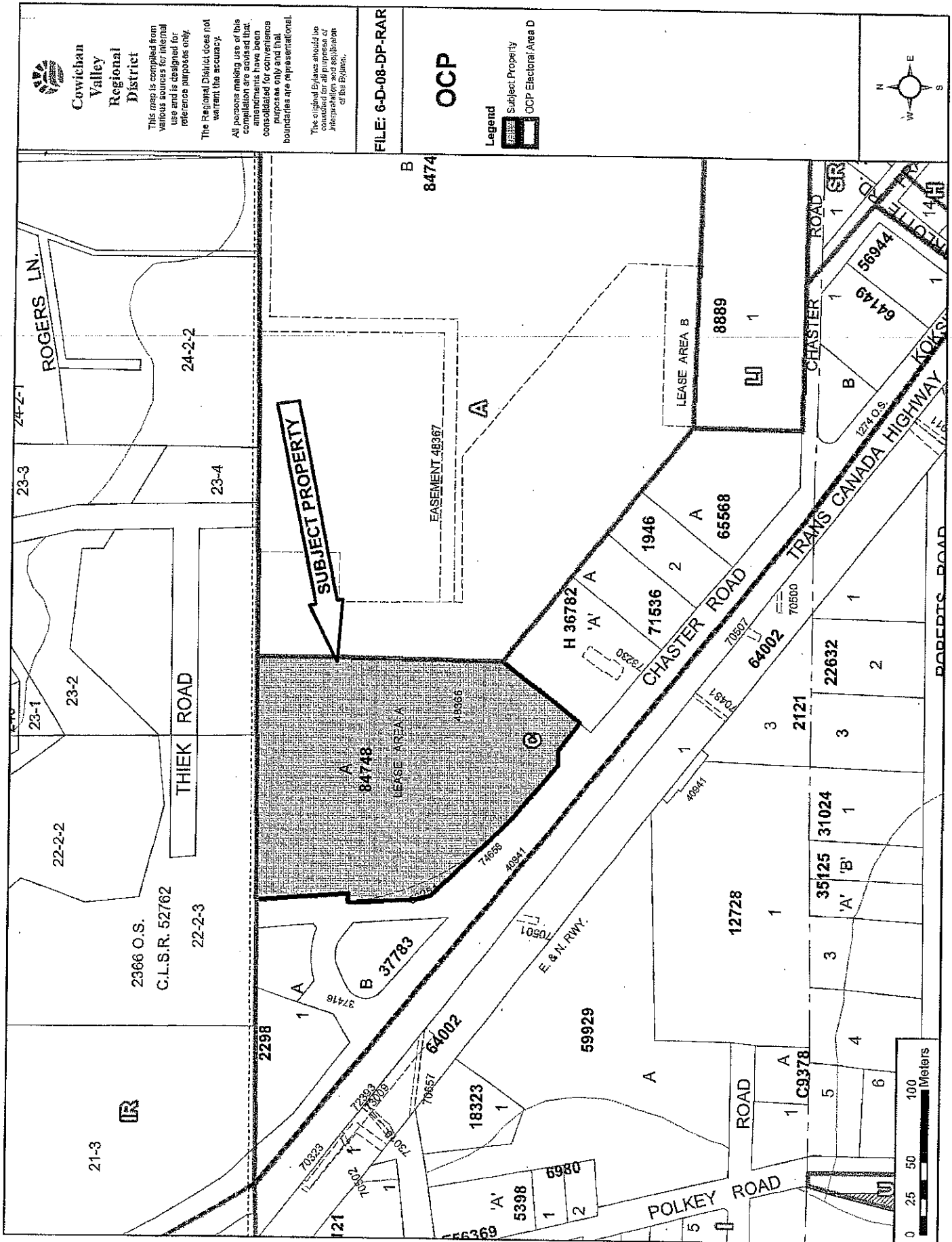
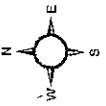
FILE: 6-D-08-DP-RAR

DO

### Legend

**Subject Property**

CCP Electoral Area B





**This map is compiled from various sources for internal use and is designed for reference purposes only.**

**The Regional District does not warrant the accuracy.**

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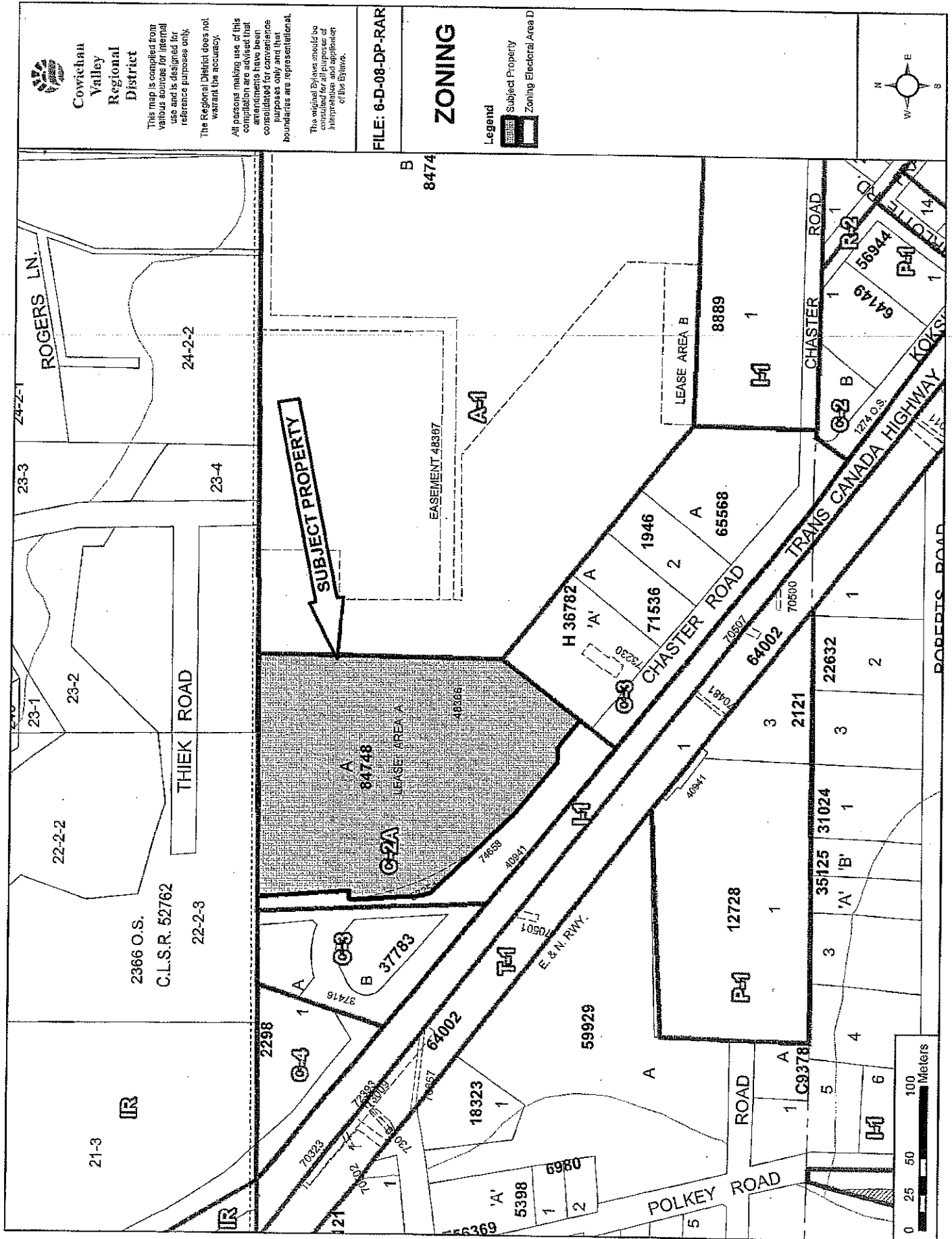
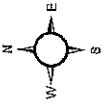
The original *Explanations* should be consulted for all purposes of interpretation and application of the *Directs*.

# ZONING



**Subject Property**

Zoning Electoral Area D





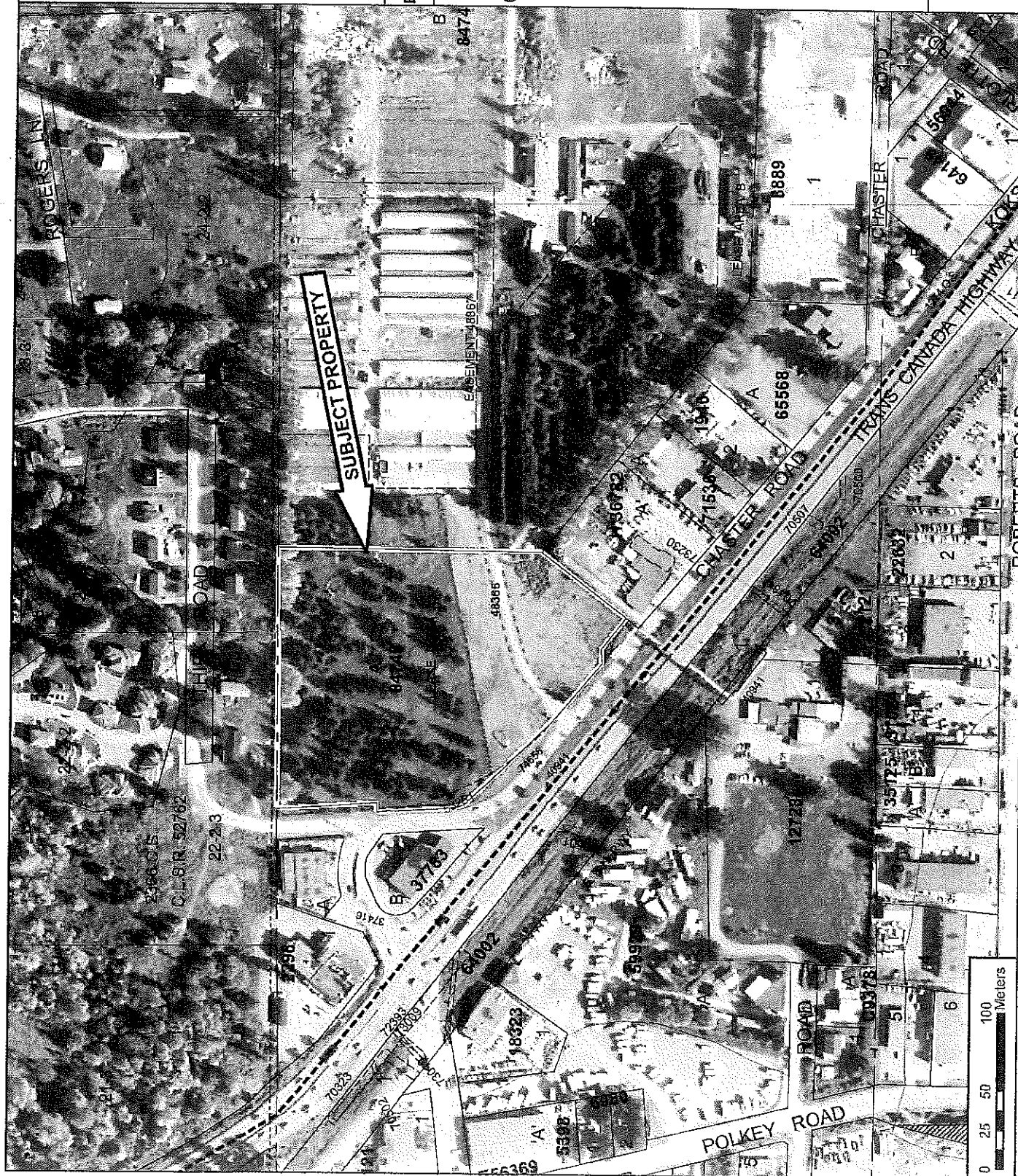
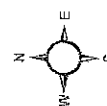
This map is compiled from various sources for internal use and is designed for reference purposes only.

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The original Bylaws should be considered for all purposes of interpretation and application of the Bylaws.

FILE: 6-D-08-DP-RAR

Orthophoto  
(2004)

9.7 C-7 ZONE - BUSINESS PARK COMMERCIAL

(a) Permitted Uses

The following principal uses and no others are permitted in the C-2A Zone:

- (1) Auction sales, excluding livestock auction;
- (2) Automotive repair and painting;
- (3) Automobile part sales, excluding auto wrecking;
- (4) Boat building and repair;
- (5) Building component manufacturing;
- (6) Building supply sales;
- (7) Convenience store;
- (8) Dry cleaning;
- (9) Eating and drinking establishment, excluding bars, public houses and drive-thru restaurants;
- (10) Equipment repair, sales, storage and rental;
- (11) Financial institution;
- (12) Food processing, storage and packaging, excluding fish processing and slaughterhouse;
- (13) Garden supply sales;
- (14) Laboratory;
- (15) Laundromat;
- (16) Medical and dental clinic;
- (17) Office, including medical office;
- (18) Publishing;
- (19) Personal services establishment;
- (20) Retail store;
- (21) Recreational vehicle repair
- (22) Sale of feed, seed and agricultural supplies;
- (23) Service industry;
- (24) Veterinary clinic;
- (25) Warehousing, mini-warehousing, wholesaling, freight storage and distribution;
- (26) Single family residential dwelling accessory to a principal use permitted use listed in subsections (1) through (25) above.

(b) Conditions of Use

For any parcel in the C-7 Zone:

- (1) the parcel coverage shall not exceed 45% for all buildings and structures
- (2) the height of all buildings and structures shall not exceed 10 metres;
- (3) the minimum setbacks for the type of parcel lines in Column I of this section are specified in Column II:

COLUMN I Type of Parcel Line	COLUMN II Building and Structures
Front	4.0 metres
Side (Interior)	0 metres
Side (Exterior)	7.5 metres
Rear	6.0 metres
Any parcel line adjacent to a Residential or Agricultural Zone	9.0 metres

- 4) Outdoor storage area shall not exceed 10% of the total gross non-residential floor area;
- 5) All permitted uses must take place within a building;
- 6) Accessory residential dwellings shall not exceed a density of 5 units per hectare and shall not have a maximum permitted gross floor area greater than 100 m<sup>2</sup>;
- 7) Notwithstanding CVRD Off-Street Parking Bylaw No. 1001, or other CVRD Bylaws that specifying required parking spaces, the minimum number of off-street parking spaces in the C-7 zone shall be 1 space per 48 m<sup>2</sup> of gross floor area (plus one space per residential dwelling).

### **13.8 BUSINESS PARK COMMERCIAL DEVELOPMENT PERMIT AREA**

#### **13.8.1 CATEGORY**

This development permit area is designated pursuant to Sections 919.1 (a) and (e) of the *Local Government Act* for the protection of the natural environment and establishment of objectives for the form and character of commercial and industrial development.

#### **13.8.2 JUSTIFICATION**

Lands within the Business Park Commercial Development Permit Area are within the Cowichan River – Koksilah flood plain. Commercial and industrial activity on the lands could potentially impact ground and surface water quality. The lands are also adjacent to non industrial/commercial uses and are at a prominent location at the south entrance to Duncan. Thoughtful site planning and building and landscape design are necessary reduce potential impacts on the environment, to encourage compatibility between commercial and industrial uses and to achieve a high quality, attractive form of development.

#### **13.8.3 APPLICATION**

Lands within the Business Park Commercial Development Permit Area are identified on Figure 7.

#### **13.8.4 EXEMPTIONS**

A development permit shall not be required for the following:

- interior renovations;
- repair to an existing structure that was previously authorized by development permit;
- the subdivision of land;
- changes to the text or message of a sign previously authorized by development permit.

#### **13.8.5 GUIDELINES**

Unless specifically exempted under Section 13.8.4 of this Bylaw, within the Business Park Commercial Development Permit Area, no person shall:

- alter land, including the removal of trees or vegetation and remove, deposit or excavate soil;
  - utilize the land for a commercial or industrial purpose;
  - construct a building or structure or undertake site works;
- prior to the owner of land obtaining a development permit that is deemed by the Regional District to be in substantial compliance with the following guidelines:.

##### *Site Design:*

- 1.1 Exterior storage areas will be contained and screened from public view with a combination of landscaping and fencing;
- 1.2 Internal roadways will be designed to accommodate heavy truck and emergency vehicles;
- 1.3 Parking areas will be designed to encourage safe pedestrian travel between parking lots and building entrances;
- 1.4 Exterior lighting shall be designed with the objective of providing security for persons and property while also minimizing glare and light trespass on adjacent properties;

- 1.5 Refuse and recycling shall be screened and contained within a fenced and gated compound;
- 1.6 Site planning will incorporate the principles of Crime Prevention Through Environmental Design (CPTED).

*Building Design:*

- 2.1 Where the building promotes public activity adjacent to agriculturally zoned land, buildings shall be setback a minimum of 15 metres from the agricultural boundary;
- 2.2 Buildings facing public roadways will be articulated so as to create visual interest and an attractive building façade facing the street;
- 2.3 Roof lines and exterior walls exceeding 15 metres in length will be articulated with architectural treatment;
- 2.4 Buildings shall be designed with a consistent architectural theme;
- 2.5 Low maintenance, durable finishes such as coloured split-faced concrete block, cement composite siding or metal cladding is encouraged;
- 2.6 Smooth concrete block and vinyl siding will not be permitted as exterior finishes;
- 2.7 Building materials indigenous to the west coast are to be incorporated into the building design;
- 2.8 Roof top equipment shall be screened from public view;
- 2.9 The perceived height and mass of buildings facing residential land should be minimized through the use of setback variations, building orientation, the choice of exterior finishes and landscaping adjacent to exterior walls.

*Landscaping and Buffers:*

- 3.1 A public pathway shall be constructed across the primary public road frontage. Where approved by the Ministry of Transportation and Infrastructure, the pathway may be located within the road allowance. Where the trail is not authorized in the road allowance it shall be provided on the subject property;
- 3.2 A fenced, landscaped buffer shall be provided along all residential and Agricultural Land Reserve boundaries. The buffer shall be designed and constructed to the "Level 2D" standard specified in the *Guide to Edge Planning*<sup>1</sup>;
- 3.3 No parking, outdoor storage or other intrusion into required landscaped buffers shall be permitted. Required buffers may be protected by covenants, fencing, or a combination thereof;
- 3.3 Street trees shall be provided along public road ways and within parking areas;
- 3.4 Native and drought tolerant plant species shall be utilized;
- 3.5 All landscaped areas shall be serviced with an automatic irrigation system designed to minimize water consumption;
- 3.6 All landscaping shall be designed and supervised by a member of the BC Society of Landscape Architects;
- 3.7 Landscape security in the form of an irrevocable letter of credit equivalent to 125% of the estimated cost of all proposed hard and soft landscaping shall be provided prior to issuance of a development permit. The cost estimate shall be prepared by a member of the BC Society of Landscape Architects;
- 3.8 Up to fifty percent of landscape security may be released upon completion of required landscaping in accordance with approved plans. The remaining security shall be released following successful completion of a three year maintenance period.

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<sup>1</sup> Ministry of Environment and Lands, June, 2009.

*Environmental Protection:*

- 4.1 A storm water management plan that achieves zero discharge from the subject property will be required, utilizing detention and infiltration methods. Preliminary design for the entire site will be required at the development permit stage, with detailed design required prior to issuance of building permit;
- 4.2 Storm drainage works will be designed to include water quality protection measures such as oil-water separators. Uses that could potentially threaten ground water or surface water will require additional spill containment measures;
- 4.3 Energy efficient building design, including all exterior lighting, shall be designed and constructed to reduce energy consumption;
- 4.4 Low water consumption fixtures and appliances shall be incorporated into the building design.

*Signage:*

- 5.1 Free standing signage shall be consolidated into multi-tenant sign located at main driveway entrances. The sign should be low and not exceed 5 metres in height. No more than two freestanding signs will be permitted;
- 5.2 No signs, other than the multi-tenant signs, may directly face the public road way;
- 5.3 Facia or canopy signs are permitted over the main public entrance to individual businesses, provided they are designed to complement building architecture. Signage attached to the building shall only be placed on locations designated in the approved development permit;
- 5.4 All exterior signage must be consistent throughout the development.

### **13.8.6 VARIANCES**

Where a proposed development plan adheres to the guidelines of this Development Permit Area, the Regional Board may give favourable consideration to variances to zoning, sign, and parking bylaws, where such variances are deemed by the Regional Board to enhance the aesthetics of the site or otherwise achieve compliance with the applicable guidelines.

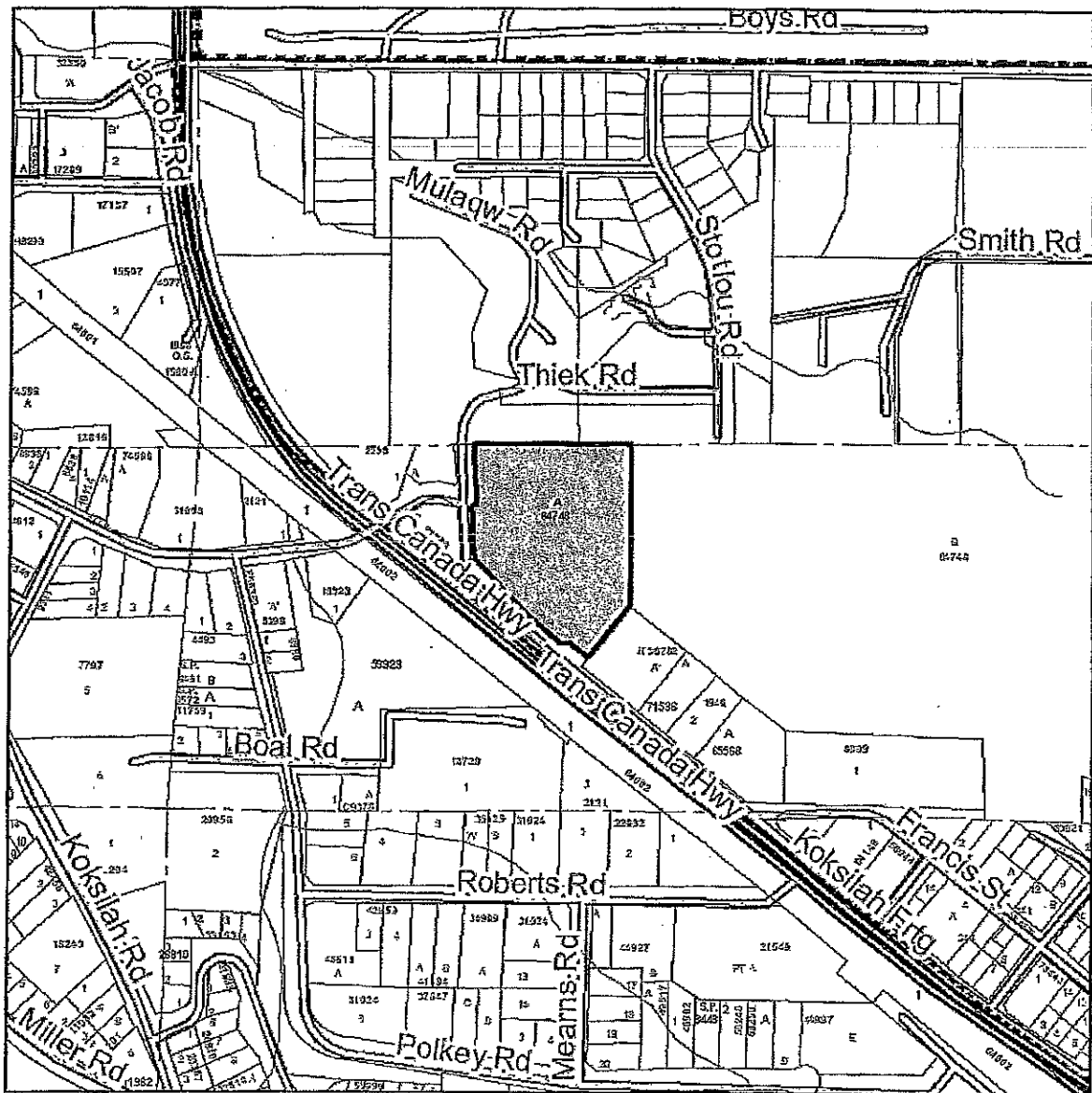
### **13.8.7 APPLICATION REQUIREMENTS**

Before the CVRD Board considers authorization of a development permit for land within the Business Park Commercial Development Permit Area, the applicant for a development permit shall submit a development permit application, which at a minimum, shall include:

- a) A written description of the proposed project, including a design rationale;
- b) A current certificate of title and copies of all easements, statutory rights of way, covenants and other relevant charges;
- c) Three sets of conceptual design drawings, including a site plan, floor plans, building elevations prepared by a professional engineer or designer;
- d) Development data, including site area, site coverage, gross floor area, number of units and parking calculations;
- e) A conceptual landscape plan showing all proposed hard and soft landscaping, and the locations, quantities, sizes and species of proposed plantings;
- f) A storm management plan prepared by a professional engineer;
- g) Conceptual servicing information.



FIGURE 7



**BUSINESS PARK COMMERCIAL  
DEVELOPMENT PERMIT AREA**



CVRD

# THE SUSTAINABILITY CHECKLIST

For Rezoning and Development Permit Applications

REZONING ☐DEVELOPMENT PERMIT ☒Uses Proposed:☐ Single Family Residential☒ **LIGHT**  
Industrial☐ Multi Family☐ Institutional☒ Commercial☐ Agricultural☐ Other \_\_\_\_\_

## Environmental Protection and Enhancement

Please explain how the development protects and/or enhances the natural environment. For example does your development:

	YES	NO	N/A	EXPLANATION
1. Conserve, restore, or improve natural habitat?			<input checked="" type="checkbox"/>	
2. Remove invasive species?			<input checked="" type="checkbox"/>	
3. Impact an ecologically sensitive site?			<input checked="" type="checkbox"/>	
4. Provide conservation measures for sensitive lands beyond those mandated by legislation?			<input checked="" type="checkbox"/>	
5. Cluster the housing to save remaining land from development and disturbance?			<input checked="" type="checkbox"/>	
6. Protect groundwater from contamination?	<input checked="" type="checkbox"/>			BIO SYNGES & OIL INTERCEPTORS @ PARKING & ROADWAYS.

Please explain how the development contributes to the more efficient use of land. For example does your development:

		YES	NO	N/A	EXPLANATION
7.	Fill in pre-existing vacant parcels of land?			✓	
8.	Utilize pre-existing roads and services?	✓			
9.	Revitalize a previously contaminated area?			✓	
10.	Use climate sensitive design features (passive solar, minimize the impact of wind and rain, etc.)?	✓			
11.	Provide onsite renewable energy generation such as solar energy or geothermal heating?		✓		

Please explain how the development facilitates good environmentally friendly practices. For example does your development:

		YES	NO	N/A	EXPLANATION
12.	Provide onsite composting facilities?			✓	
13.	Provide an area for a community garden?			✓	
14.	Involve innovative ways to reduce waste, and protect air quality?				
15.	Include a car free zone?			✓	
16.	Include a car share program?			✓	

Please explain how the development contributes to the more efficient use of water. For example does your development:

		YES	NO	N/A	EXPLANATION
17.	Use plants or materials in the landscaping design that are not water dependant?	✓			
18.	Recycle water and wastewater?		✓		

		YES	NO	N/A	EXPLANATION
19.	Provide for no net increase to rainwater run-off?	✓			
20.	Utilize natural systems for sewage disposal and rain water?	✓			
21.	Use energy saving appliances?	✓			

Please explain how the development protects a 'dark sky' aesthetic by limiting light pollution and light trespass from outdoor lighting. For example does your development:

		YES	NO	N/A	EXPLANATION
22.	Include only "Shielded" Light Fixtures, where 100% of the lumens emitted from the Light Fixture are retained on the site?	✓			

Please explain how the project will be constructed sustainably.

		YES	NO	N/A	EXPLANATION
23.	Built to a recognized green building standard i.e., Built Green BC, LEED Standard, etc.?		✓		
24.	Reduce construction waste?	✓			
25.	Utilize recycled materials?	✓			
26.	Utilize on-site materials/ reduce trucking?	✓			
27.	Avoid contamination?	✓			
28.	Please outline any other environmental protection and enhancement features.				

## Community Character and Design

Does the development proposal provide for a more "complete community" within a designated Village Centre? For example does your development:

		YES	NO	N/A	EXPLANATION
1.	Improve the mix of compatible uses within an area?	✓			
2.	Provide services, or an amenity in close proximity to a residential area?	✓			

		YES	NO	N/A	EXPLANATION
3.	Provide a variety of housing in close proximity to a public amenity, transit, or commercial area?			✓	
Please explain how the development increases the mix of housing types and options in the community. For example does your development:					
4.	Provide a housing type other than single family dwellings?			✓	
5.	Include rental housing?			✓	
6.	Include seniors housing?			✓	
7.	Include cooperative housing?			✓	
Please explain how the development addresses the need for affordable housing in the community. For example does your development:					
8.	Include the provision of Affordable Housing units or contribution to?			✓	
Please explain how the development makes for a safe place to live. For example does your development:					
9.	Have fire protection, sprinkling and fire smart principles?	✓			
10.	Help prevent crime through appropriate site design?	✓			
11.	Slow traffic through the design of the road?			✓	
Please explain how the development facilitates and promotes pedestrian movement. For example does your development:					
12.	Create green spaces or strong connections to adjacent natural features, parks and open spaces?			✓	
13.	Promote, or improve trails and pedestrian amenities?	✓			

		YES	NO	N/A	EXPLANATION
14.	Link to amenities such as school, beach & trails, grocery store, public transit, etc.? (provide distance & type)			✓	

Please explain how the development facilitates community social interaction and promotes community values. For example does your development:

		YES	NO	N/A	EXPLANATION
15.	Incorporate community social gathering places? (village square, halls, youth and senior facilities, bulletin board, wharf, or pier)			✓	
16.	Use colour and public art to add vibrancy and promote community values?			✓	
17.	Preserve heritage features?			✓	
18.	Please outline any other community character and design features.				


## Economic Development

Please explain how the development strengthens the local economy. For example does your development:

		YES	NO	N/A	EXPLANATION
1.	Create permanent employment opportunities?	✓			
2.	Promote diversification of the local economy via business type and size appropriate for the area?	✓			
3.	Increase community opportunities for training, education, entertainment, or recreation?	✓			
4.	Positively impact the local economy? How?	✓			
5.	Improve opportunities for new and existing businesses?	✓			
6.	Please outline any other economic development features.				

Other sustainable features?

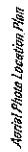
**Disclaimer:** Please note that staff are relying on the information provided by the applicant to complete the sustainability checklist analysis. The CVRD does not guarantee that development will occur in this manner.

  
Signature of Owner

Date March 10/2011

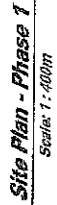
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Signature of Agent

Date \_\_\_\_\_



## SUMMARY

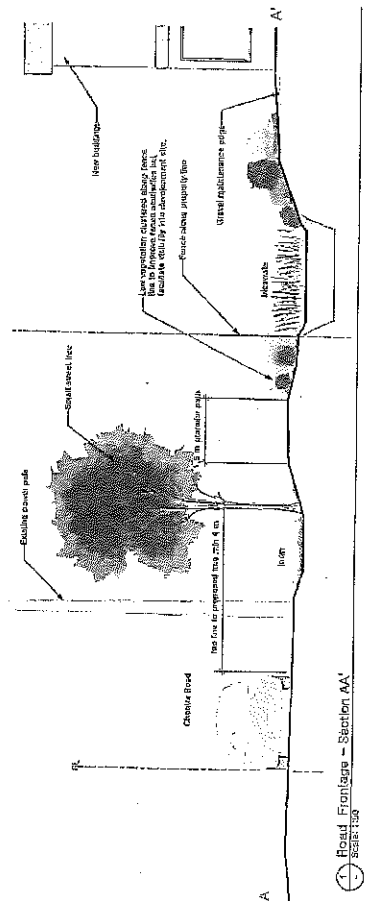
Gary Dale Baker Ward  
 DEPTCH VOLSEN  
 PROSECUTORIAL LARD SURVEYORS  
 720 CONCORDIA AVE  
 DALLAS, TEXAS 75201  
 TEL: 714-555-5555



**Protect Sign Elements**  
Gentle 1:5000

REMA  
(DD H36782)

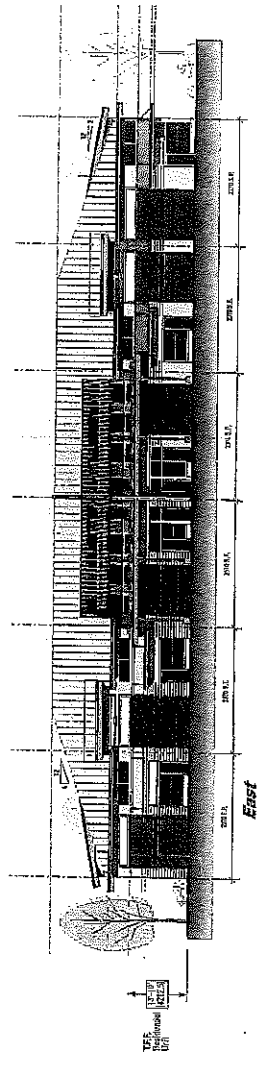
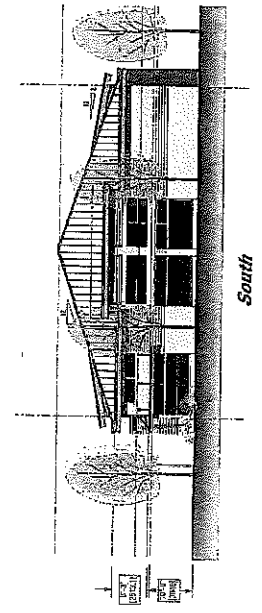
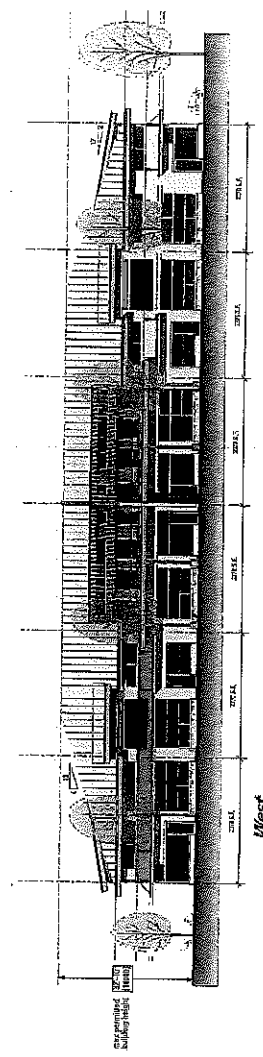
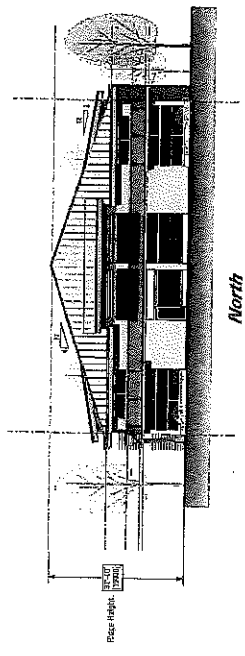


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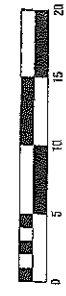
Builder planning (along east property line) design to conform with standard D7. In 1905's Guide to Edge Planting, Landscape Architect reserves the right to vary plant spacing based on container size availability and species selection.

33



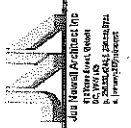


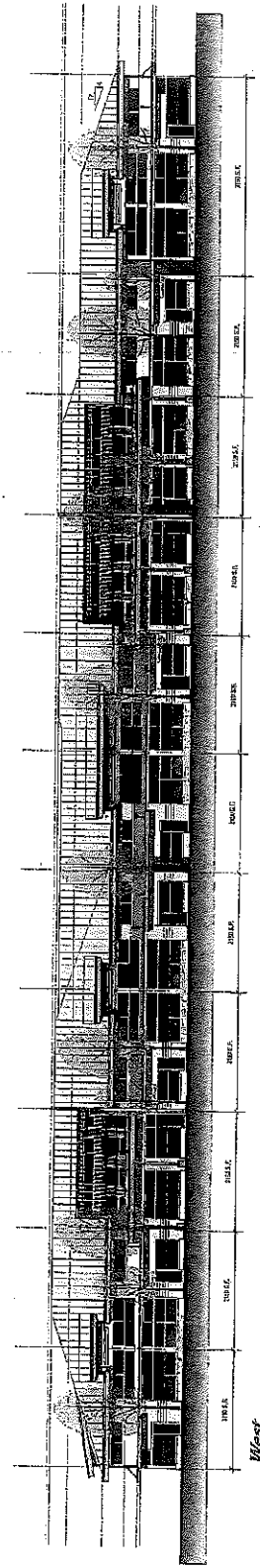
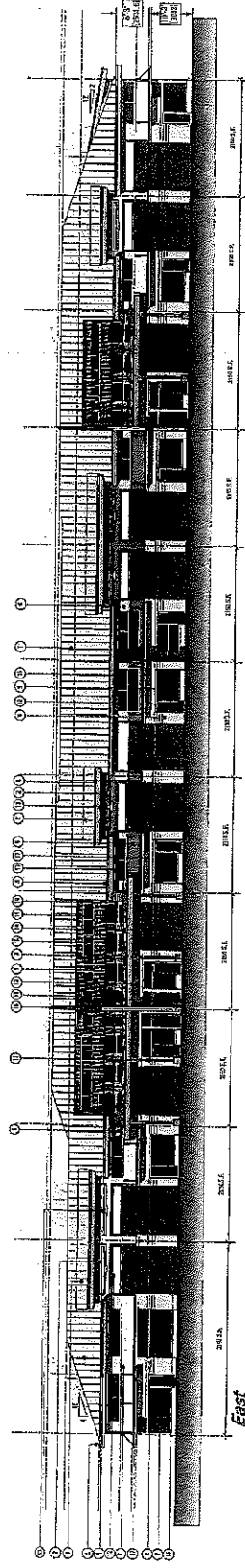
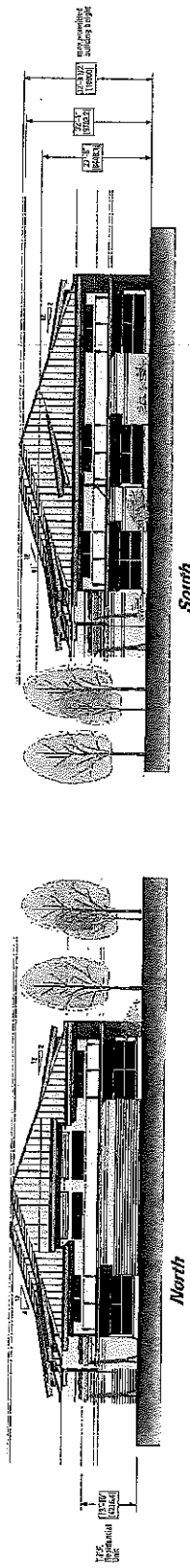
**Building 1 Elevations**  
 Scale: 1" = 500mm



**Proposed Commercial Development**  
 5301 Trans Canada Highway, Duncan, BC

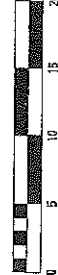
**A4**  
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Building 2 Elevations

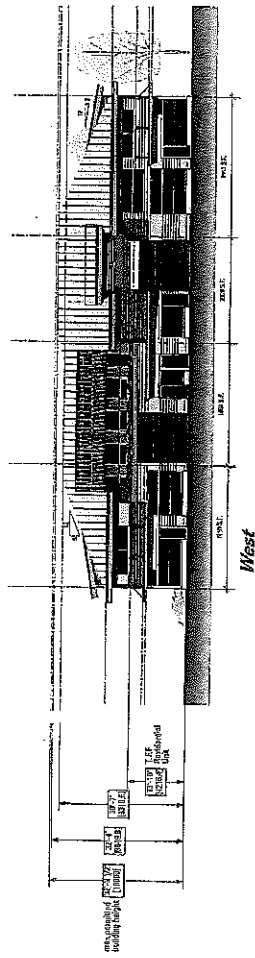
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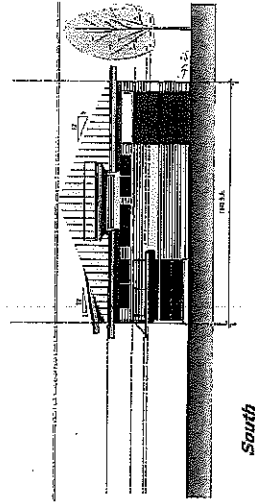
Material Key

①	Concrete	②	Brick	③	Wood	④	Asphalt	⑤	Grass	⑥	Shrub	⑦	Tree	⑧	Water
⑨	Roof	⑩	Window	⑪	Door	⑫	Stair	⑬	Path	⑭	Wall	⑮	Foundation	⑯	Other

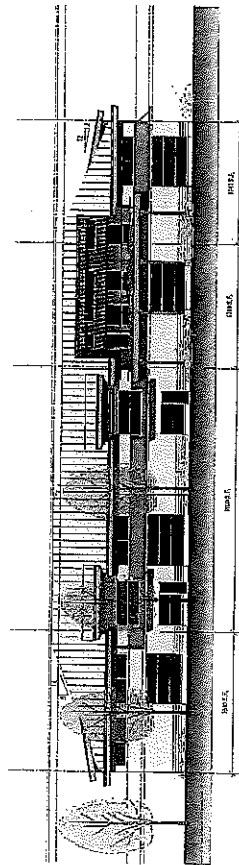
**Proposed Commercial Development**  
5301 Trans Canada Highway, Duncan, BC



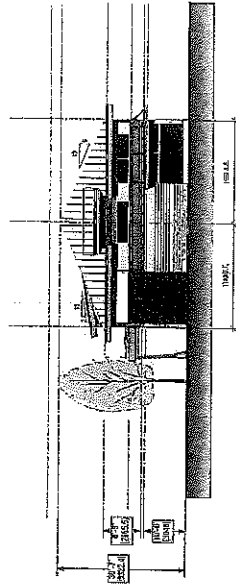
West



South



East



North

### Building 3 Elevations

Scale: 1:150m



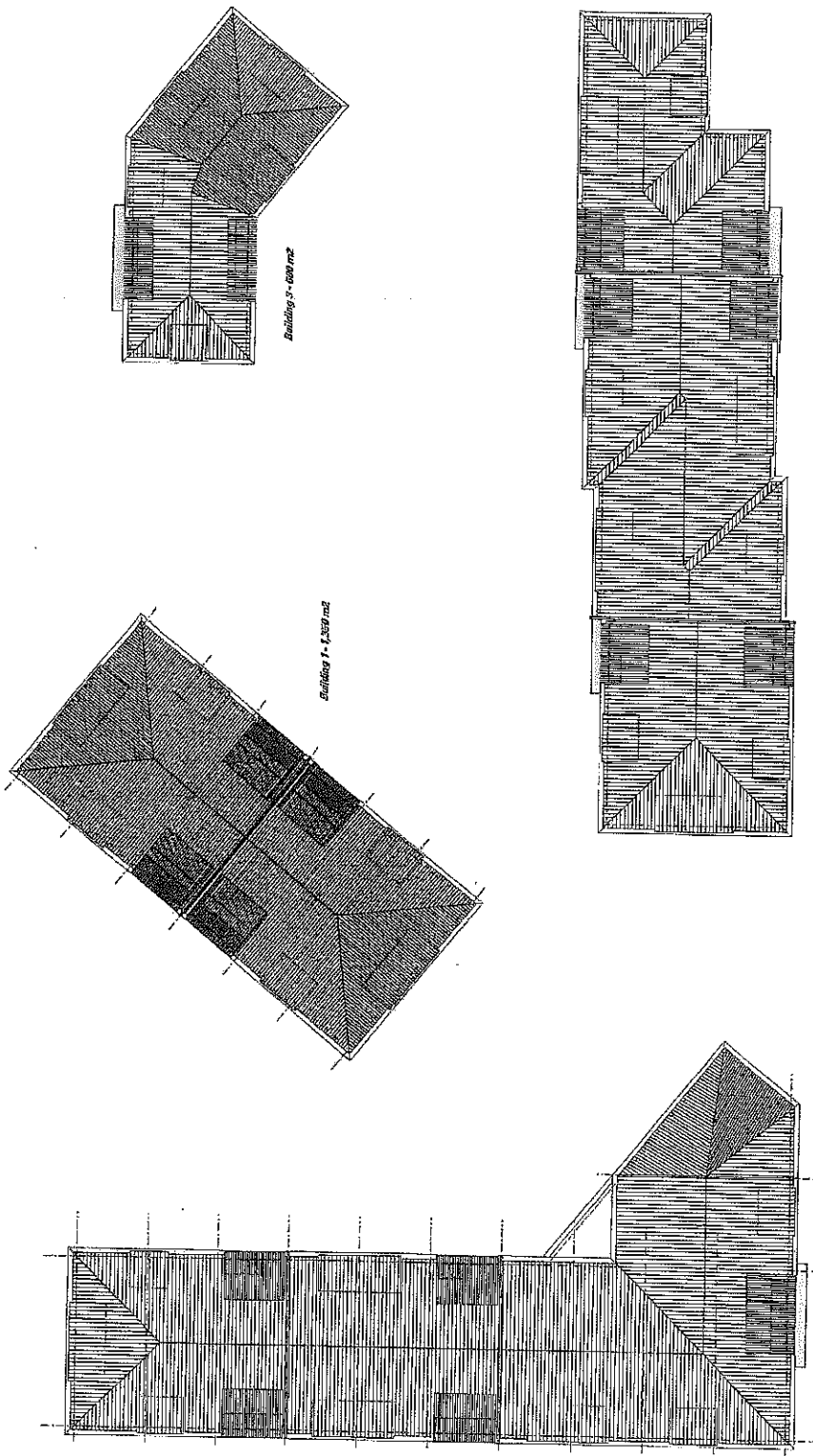
**Proposed Commercial Development**

5301 Trans Canada Highway, Duncan, BC

20/02/21



J. M. ARCHITECTURE  
J. M. ARCHITECTURE  
J. M. ARCHITECTURE  
J. M. ARCHITECTURE  
J. M. ARCHITECTURE



# **Proposed Commercial Development** **5301 Trans Canada Highway, Duncan, BC**









## STAFF REPORT

### AGRICULTURAL ADVISORY COMMITTEE MEETING OF APRIL 26, 2011

DATE: April 19, 2011

FILE NO:

FROM: Tom R. Anderson, General Manager

BYLAW NO:

SUBJECT: ALC Application Review

---

**Recommendation/Action:**

This report is presented for information purposes.

**Relation to the Corporate Strategic Plan:** N/A

**Financial Impact:** (Reviewed by Finance Division: N/A )

**Background:**

The following recommendation was passed at the March 22, 2011 Agricultural Advisory Committee meeting and was subsequently approved by the Regional Board at their April 13, 2011 regular meeting.

**That the CVRD Board refers to staff for additional information on the number and scope of subdivision applications and exclusion applications.**

In order to provide the Committee with an indication of the number and type of applications recently processed through the Regional District, a review of ALC applications over the last three years was conducted. The attached table provides the information necessary to respond to this request as well as provide some insight into the recommendations/decisions that have been made.

As many of the Committee members may not be familiar with some of the terms used in the table, a verbal description will be provided at the Committee meeting to fill in any of the informational gaps.

Submitted by,

Tom R. Anderson,  
General Manager  
Planning and Development Department

TRA/ca  
Attachment

*Summary of CVRD's ALR Applications in 2008, 2009 and 2010*

Application Number	Proposal	CVRD Recommendation/Decision	ALC Decision
1-B-08ALR	A two lot boundary adjustment within the Agricultural Land Reserve	That [the application] be forwarded to the Agricultural Land Commission with a recommendation to approve. And further, that should this application proceed to subdivision approval, that staff recommend registration of a covenant prohibiting further subdivision of the new Lot A. Approval	ALC Resolution # 225/2009 was received August 27, 2009 Approving the subdivision/consolidation plan.
1-C-08ALR	Construction of a second dwelling to be constructed on the subject property, in conformity with zoning		ALC Resolution # 787/2008 Approval subject to the second dwelling being limited to a maximum of 600 square feet and in a location proposed in the application, the second dwelling be placed on a non-permanent foundation, that a covenant be registered for the purpose of limiting residential use to the applicant's mother and the dwelling be removed from the property when it is no longer occupied by the applicants' mother. ALC Resolution #1/2009 (Reconsideration Request) Approval subject to revised conditions. That the second dwelling be limited to 800 square feet, that it be placed on a foundation, that a covenant be registered on title limiting the second dwelling to applicants mother and is to be removed when no longer occupied . Approval is granted for the sole benefit of the applicant and is non-transferable
2-C-08ALR	To consider a request for a subdivision in accordance with Section 21(2) of the Agricultural Land Commission Act and Section 946 of the Local Government Act.	No Recommendation	June 29, 2009, the Provincial ALC approved the application for subdivision – Resolution # 318/2009

1-D-08ALR	To subdivide the approximately 15-hectare subject property into two lots of 7.5 hectares in order to re-establish a previously existing boundary line. In addition, to waive CVRD standing policy on ALC subdivision applications, and refer this application directly to the Agricultural Land Commission notwithstanding the required bylaw amendments	That the CVRD Board waive the standing policy on Agricultural Land Reserve applications to allow application No. 1-E-08 ALR, made pursuant to Section 21(2) of the Agricultural Land Commission Act to subdivide the subject property, be forwarded to the Agricultural Land Commission with a recommendation for approval	November 20, 2008, the Provincial ALC refused the application – Resolution #767/2008
1-E-08ALR	To expand the existing Girl Guide of Canada Camp to provide camping opportunities for disabled and elderly campers. Proposal includes 155-m <sup>2</sup> expansion of Maple Lodge to build a 32-bed bunkhouse, with 3 toilets, expanded kitchen space and one wheelchair accessible shower and a septic system.	Recommend approval	July 16, 2008, the Provincial ALC approved the application as proposed – Resolution #411/2008
2-E-08ALR	To place a mobile home on the property in order to provide a residence for the owners' son or hired hand.	Approval	May 26, 2009, the Provincial ALC approved the application subject to the mobile home only to be used as accommodation for farm help or family member and must be removed when no longer needed by a farm worker(s) or family member, the mobile to be located on property at site proposed and that approval is granted for the sole benefit of the applicants and is not transferable – Resolution #227/2009
3-E-08ALR	For non-farm use within the ALR. To construct a 74 m2 second residence	Approval	ALC Approved March 25, 2009 – Resolution #o. 101/2009 (subject to having all of their conditions met.)
4-E-08ALR	For a subdivision in accordance with Section 21(2) of the Agricultural Land Commission Act and Section 946 of the Local Government Act.	No recommendation	Application refused resolution #231/2009

1-F-08ALR	To consider an application to build a secondary dwelling unit on the subject property, which is located in the Agricultural Land Reserve (ALR).	Approval	Application for non-farm use not required - applicant received full refund of \$600.
1-C-09ALR	Pursuant to Section 20(3) of the Agricultural Land Commission Act, for approval to construct a second residence on the subject property.	Approval	ALC resolution 1866/2009 states "That the application be approved subject to the second dwelling being in lieu of a manufactured home as permitted in terms of 3(1)(b)(ii) of Regulation 171/2002"
3-C-09ALR	To subdivide the subject property pursuant to Section 21(2) of the Agricultural Land Commission Act.	That [the application] be forwarded to the Agricultural Land Commission with a recommendation to approve the application, on the condition of a no further 946 subdivision covenant being registered on both parcels and that ALC resolution #459/2005 be rescinded	June 4, 2010 - ALC Approved Application Res. No. 2568/2010
1-D-09ALR	To subdivide the subject property under Section 946 of the Local Government Act (Subdivision to provide a residence for a relative).	No recommendation	ALC resolution 1265/2009 states "That the application be refused as presented.."
2-D-09ALR	To request permission to construct a small suite on the subject property.	Approval	May 14, 2010 the ALC wrote a letter to Mr. Van De Mortel explaining that an earlier application (#37537) for subdivision of the subject property into two lots, had been approved. As the intent of the present application was to place a dwelling on each proposed lot, which would automatically be allowed under application # J - 37537, the present application becomes redundant. Therefore the Commission is cancelling the present application # 38935
1-E-09ALR	To request permission to construct a second single-family dwelling on the approximately 11.4 ha (28.25 acres).	Approval	ALC Resolution #232/209 - Refused

2-E-09ALR	To consider an application to subdivide land and conduct a non-farm use in the Agricultural Land Reserve.	That Application 2-E-09ALR, submitted by the CVRD Engineering and Environmental Services Department, made pursuant to Section 21(2) of the Agricultural Land Commission Act to subdivide a 0.2025 hectare parcel for use as a water reservoir and water treatment facility be forwarded to the Agricultural Land Commission with a recommendation to approve the application; AND FURTHER, that the Agricultural Land Commission be requested to expedite consideration of this application.	ALC Approved Application December 18, 2009 Resolution - # 1925/2009
1-H-09ALR	To subdivide the subject property pursuant to Section 946 of the Local Government Act (Subdivision to provide a residence for a relative) and under Section 21(2) of the Agricultural Land Commission Act.	August 12/09 The CVRD Board Denied the Application, letter sent to applicant Aug 12/09 to advise same.	
2-H-09ALR	Pursuant to Section 20(3) of the Agricultural Land Commission Act, for approval to retain a second residence on the subject property.	That [the application] be forwarded to the Agricultural Land Commission with a recommendation to approve, on the condition that the existing 83 m2 residence is decommissioned when it is no longer required for use by family.	The Provincial ALC approved the application on the condition that registration of covenant restricting the residential use to the parent of the applicant and restricting the sale of the property with the second dwelling in place and that approval for non-farm use is granted for the sole benefit of the applicant and is non-transferable. Resolution # 2434/2010
1-A-10ALR	Pursuant to Section 20(3) of the Agricultural Land Commission Act, for the purpose of constructing a welcoming centre on the subject property (St. Francis Xavier Church)	That [the application] to construct a welcoming centre be forwarded to the Agricultural Land Commission with a recommendation to approve, subject to: <ul style="list-style-type: none"> <li>the new building complimenting the exterior (façade) of the old church</li> <li>a legal survey confirming compliance with parcel line setbacks</li> </ul>	

1-C-10ALR	To construct a second residence on the subject property.	That [the application] to construct a 2nd dwelling be forwarded to the Agricultural Land Commission with a recommendation to approve, subject to decommission of the existing cottage	ALC Approved Application November 26, 2010 Resolution No. 21/2011
1-D-10ALR	(Application from Fire Hall) To constructing an addition on the side of an existing building for the storage of an antique fire truck and equipment maintenance space.	Approval	No decision at this time
01-E-10ALR	To remove soil and place fill on approximately 39 hectare property located at Koksilah Road and Neel Road.	CVRD Planning Department sent a letter to the applicant requesting additional information and advising that the ALC has applications specific to placement of fill or removal of soil.	
02-E-10ALR	Subdivision in the ALR – adjust lot boundaries of two adjacent properties	Recommendation to deny	No decision at this time
03-E-10ALR	Pursuant to Section 20(3) of the <i>Agricultural Land Commission Act</i> to construct a single family dwelling and a small suite on subject property	Recommendation to approve	No decision at this time
04-E-10ALR	Pursuant to Section 20(3) of the <i>Agricultural Land Commission Act</i> to place a fourth dwelling on the subject property	Recommendation to approve	ALC Approved Application November 26, 2010 with resolution #2849/2010 which concluded that the application be approved subject to the dwelling being sited in the location shown on plan and the removal of a mobile home currently on the property -
05-E-10ALR	Pursuant to Section 21(2) of the <i>Agricultural Land Commission Act</i> to subdivide lot to create separate lot for a family member	February 21, 2011 - CVRD wrote the applicants advising that at the Board Meeting held on February 9, 2011 the application was denied. A refund of \$300 was issued to the applicants.	
06-E-10ALR	To separate portions of parent property severed by Creighton Road and Cowichan Lake Road, creating a 2-ha parcel, and donate a small portion for public use.		

01-F-10ALR	Pursuant to Section 21(2) of the <i>Agricultural Land Commission Act</i> to subdivide	December 8, 2010 Board passed a resolution to forward application to the ALC with no recommendation	No decision at this time
01-H-10ALR	Inclusion of approximately 17.3 hectares into the ALR	November 22, 2010 CVRD forwards file to the ALC with recommendation to approve (Board Resolution 10-563.7)	No decision at this time
02-H-10ALR	Subdivide property into two lots.	December 8, 2010 Board passed a resolution to forward application to the ALC with a recommendation to approve.	No decision at this time







## **AGRICULTURAL ADVISORY COMMITTEE REPORT**

**OF MEETING HELD MARCH 22, 2011**

**DATE:** March 31, 2011

**To:** Chair and Directors of the Cowichan Valley Regional District

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Your Agricultural Advisory Committee reports and recommends as follows:

- a) That the CVRD Board not endorse the proposed AVICC resolution on reducing the price of farmland through taxation, as submitted by Director M. Dorey.
- b) That the CVRD Board refers to staff for additional information on the number and scope of subdivision and exclusion applications.
- c) That the CVRD Board approves to establish by By-Law the Regional Agricultural Advisory Committee as a permanent Commission of the CVRD.

*Lot 2, Section 38, Plan VIP 59274, Renfrew District (situate in Cowichan Lake District), and that the amended bylaw be forwarded to the Board for consideration of three readings and adoption.*

**MOTION CARRIED**

**CR4** The report and recommendation of the Environment Commission meeting of March 22, 2011 listing one item was received as information.

**CR5** The report and recommendation of the Cowichan Lake Recreation Commission meeting of March 21, 2011 listing one item was received as information.

**CR6** The report and recommendations of the Agricultural Advisory Committee meeting of March 22, 2011 listing three items were considered.

Recommendation No. 1 was not proceeded with since the AVICC AGM and Convention had already been held.

**11-172** It was moved and seconded:

2. That the CVRD Board refers to staff for additional information on the number and scope of subdivision and exclusion applications.

*(Amended from original Committee recommendation)*

3. That the CVRD Board direct staff to prepare a bylaw to establish the Regional Agricultural Advisory Committee as a permanent Commission of the CVRD.

**MOTION CARRIED**

**STAFF REPORTS**

**SR1** The Staff Report from the Legislative Services Coordinator, Corporate Services, dated April 6, 2011 re: Cowichan Station Area Association Annual Financial Contribution (Area B) – Notice of Alternative Approval Process and Elector Response Form, was considered.

**11-173** It was moved and seconded that the *Notice of Alternative Approval Process* and the *Elector Response Form* for CVRD Bylaw No. 3393, be approved.

**MOTION CARRIED**

**SR2** The Staff Report from the Manager, Legislative Services, dated April 6, 2011 re: CVRD Bylaw No. 3491 – Regional Parkland Acquisition Reserve Fund Establishment Bylaw, 2011 was received for information.

**SR3** The Staff Report from the Manager, Community and Regional Planning Division dated April 6, 2011, re: Zoning Amendment Bylaw No. 3460 (Area H – Doole Road, A-1 to A-2) was received for information.