



Regional District of Central Kootenay
RURAL AFFAIRS COMMITTEE
Open Meeting Agenda

Date: Wednesday, November 15, 2023
Time: 9:00 am
Location: Hybrid Model - In-person and Remote

Directors will have the opportunity to participate in the meeting electronically. Proceedings are open to the public.

Pages

1. WEBEX REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Meeting Time:

9:00 a.m. PST

10:00 a.m. MST

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=mef1f4eac7990f902998ba18261df6270>

Join by Phone:

1-844-426-4405 Canada Toll Free

+1-604-449-3026 Canada Toll (Vancouver)

Meeting Number (access code): 2770 744 5399

Meeting Password: HPywJMj285

In-Person Location: RDCK Head Office - Board Room, 202 Lakeside Drive, Nelson BC

2. CALL TO ORDER

Chair Jackman called the meeting to order at 9:00 a.m.

3. **TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT**

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

4. **ADOPTION OF THE AGENDA**

RECOMMENDATION:

The agenda for the November 15, 2023 Rural Affairs Committee meeting be adopted as circulated.

5. **RECEIPT OF MINUTES**

4 - 12

The October 18, 2023 Rural Affairs Committee meeting minutes, have been received.

6. **DELEGATIONS**

No delegations.

7. **PLANNING & BUILDING**

7.1 **BUILDING BYLAW CONTRAVENTION - MALCOLM & BERNAR**

File No.: 3135-20- H-707.21865.950 BP24353
3802 Little Slocan South Road
(Mark Malcolm & Raffaella Bernar)
Electoral Area H

The Committee Report dated March 24, 2023 re: Building Bylaw Contravention – Malcolm & Bernar, has been received.

Rural Affairs Committee

Referred July 19, 2023 to August 16, 2023

Referred August 16, 2023 to November 15, 2023

NOTE: Staff are recommending no further action, a building permit application was submitted.

RECOMMENDATION:

That it be recommended to the Board:

That the Board take no further action to file a Notice on Title relating to land at 3802 Little Slocan South Road, Electoral Area H and legally described as LOT 1, PLAN NEP1572, DISTRICT LOT 6897, KOOTENAY LAND DISTRICT PARCEL B, (SEE K10975).

7.2 **DEVELOPMENT VARIANCE PERMIT - DANIELS**

13 - 28

File No.: V2306F - Daniels
2898 Lower Six Mile Road
(Roland & Trudy Daniels)
Electoral Area F

The Committee Report dated October 25, 2023 from Zachari Giacomazzo,

Planner, re: Development Variance Permit - Daniels, has been received.

RECOMMENDATION:

That it be recommended to the Board:

That the Board APPROVE the issuance of Development Variance Permit V2306F to Roland P. Daniels and Trudy J. Daniels for the property located at 2898 Lower Six Mile Road, Electoral Area F and legally described as LOT A DISTRICT LOTS 787 AND 788 KOOTENAY DISTRICT PLAN NEP70753 (PID: 025-329-243) to vary Section 605 (5) of RDCK Zoning Bylaw No. 1675, 2004 in order to permit a 1.5 metre setback from the northern interior lot line whereas the bylaw requires a 2.5 metre setback from an interior lot line.

7.3 PLANNING SERVICE WORK PLAN REVIEW
Electoral Areas A, B, C, D, E, F, G, H, I, J, K

29 - 39

The Committee Report dated November 1, 2023 from Nelson Wight, Planning Manager, re: Planning Service Work Plan Review, has been received.

RECOMMENDATION:

That it be recommended to the Board:

That Staff be directed to organize a workshop for the Rural Directors and all necessary Staff to review the Planning Services Work Plan in order to establish recommendations for the prioritized list of projects to be considered by the Board for endorsement at a future meeting.

8. ENVIRONMENTAL SERVICES

No items.

9. RURAL ADMINISTRATION

No items.

10. PUBLIC TIME

The Chair will call for questions from the public and members of the media at _____ a.m./p.m.

11. ADJOURNMENT

RECOMMENDATION:

The meeting be adjourned at _____



Regional District of Central Kootenay

RURAL AFFAIRS COMMITTEE MEETING

Open Meeting Minutes

Wednesday, October 18, 2023

9:00 a.m.

Hybrid Model - In-person and Remote

RDCK Board Room, 202 Lakeside Dr., Nelson, BC

COMMITTEE MEMBERS PRESENT

Chair G. Jackman	Electoral Area A - In-person
Director R. Tierney	Electoral Area B - In-person
Director K. Vandenberghe	Electoral Area C - In-person
Director A. Watson	Electoral Area D - In-person
Director C. Graham	Electoral Area E
Director T. Newell	Electoral Area F - In-person
Director H. Cunningham	Electoral Area G - In-person
Director W. Popoff	Electoral Area H – In-person
Director A. Davidoff	Electoral Area I
Director H. Hanegraaf	Electoral Area J - In-person
Director T. Weatherhead	Electoral Area K - In-person

STAFF PRESENT

S. Horn	Chief Administrative Officer
S. Sudan	General Manager of Development and Community Sustainability Initiatives
N. Wight	Planning Manager
C. Gainham	Building Manager
Z. Giacomazzo	Planner
J. Dupuis	Bylaw Enforcement Supervisor
M. Nakonechny	Grants Coordinator
A. Fletcher	Bylaw Officer
M. Morrison	Corporate Administrative Coordinator –
C. Hopkyns	Meeting Coordinator

1. WEBEX REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote.

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=mef1f4eac7990f902998ba18261df6270>

Join by Phone:

1-844-426-4405 Canada Toll Free

+1-604-449-3026 Canada Toll (Vancouver)

Meeting Number (access code): 2770 744 5399

Meeting Password: HPywJMjJ285

In-Person Location: Boardroom - 202 Lakeside Drive, Nelson B.C.

2. CALL TO ORDER

Board Chair Jackman called the meeting to order at 9:01 a.m.

3. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

4. ADOPTION OF THE AGENDA

Moved and seconded,

And resolved:

The agenda for the October 18, 2023 Rural Affairs Committee meeting be adopted as circulated.

Carried

5. DELEGATIONS

Item 6.5 – Tara Pejski & Christopher Hallam

6. PLANNING & BUILDING**6.1 CANCEL - BUILDING BYLAW CONTRAVENTION - PIUZE**

File No.: 3130-20-E-707.02052.200 BP25426, BP25427 and BP25428

2206 South Sheppard Road

(Matt Piuze)

Electoral Area E

The Committee Report dated September 16, 2023 from Chris Gainham, Building Manager, re: Cancel - Building Bylaw Contravention - Piuze, has been received.

- No delegation was present.
- Chris Gainham, Building Manager, had no additional information.
- Chair Jackman thanked staff and referred the recommendation to Committee for consideration.

Moved and seconded,
And Resolved:

That the Corporate Officer be authorized to remove the Notice on Title relating to 2206 South Sheppard Road, Electoral Area E, currently owned by Matt Piuze, property legally described as LOT 1, DISTRICT LOT 304, KOOTENAY DISTRICT, PLAN 12530, the RDCK Building Department has confirmed that a building permit has been obtained and the deficiencies associated with the construction have been rectified.

Carried

6.2 BUILDING BYLAW CONTRAVENTION - NATURE'S GALLERY LIMITED

File No.: 3135-20-G-707.05662.200-BP21819

3838 Highway 3B – Manufactured Home

(Nature's Gallery Limited, Inc.# 0814650)

Electoral Area G

The Committee Report dated March 31, 2023 from, re: Building Bylaw Contravention – Nature's Gallery Limited, has been received.

Rural Affairs Committee

Referred July 19, 2023 to August 16, 2023

Referred August 16, 2023 to October 18, 2023

- No delegation was present.
- Chris Gainham, Building Manager, had no additional information.
- Chair Jackman thanked staff and referred the recommendation to Committee for consideration.

Moved and seconded,
And Resolved:

That the Corporate Officer of the Regional District of Central Kootenay be directed to file a Notice with the Land Title and Survey Authority of British Columbia, stating that a resolution has been made under Section 57 of the Community Charter by the Regional District Board relating to land at 3838 Highway 3B, Electoral Area G, and legally described as LOT 2, PLAN NEP13779, DISTRICT LOT 1237, KOOTENAY LAND DISTRICT MANUFACTURED HOME REG. # 98880., (**FILE 3135-20-G-707.05662.200-BP21819**) and further, if an active Building permit or Building application is in place, that it be

cancelled; and finally, that information Rural Affairs Committee October 18, 2023 4 respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

Carried

6.3 BUILDING BYLAW CONTRAVENTION - NATURE'S GALLERY LIMITED

File No.: File No.: 3135-20-G-707.05662.200-BP21819

3838 Highway 3B - Two Accessory Buildings

(Nature's Gallery Limited, Inc. #0814650)

Electoral Area G

The Committee Report dated March 31, 2023, re: Building Bylaw Contravention - Nature's Gallery Limited, has been received.

Rural Affairs Committee

Referred July 19, 2023 to August 16, 2023

Referred August 16, 2023 to October 18, 2023

- No delegation was present.
- Chris Gainham, Building Manager, had no additional information.
- Chair Jackman thanked staff and referred the recommendation to Committee for consideration.

Moved and seconded,

And Resolved:

That the Corporate Officer of the Regional District of Central Kootenay be directed to file a Notice with the Land Title and Survey Authority of British Columbia, stating that a resolution has been made under Section 57 of the Community Charter by the Regional District Board relating to land at 3838 Highway 3B, Electoral Area G, and legally described as LOT 2, PLAN NEP13779, DISTRICT LOT 1237, KOOTENAY LAND DISTRICT MANUFACTURED HOME REG. # 98880., (**FILE 3135-20-G-707.05662.200-BP21820**) and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

Carried

6.4 BUILDING BYLAW CONTRAVENTION - DOMBROWSKI

File No.: 3135-20-I-709.08960.000-22475and25333

1696 Pass Creek Road

(Joachim & Joy Dombrowski)

Electoral Area I

The Committee Report dated June 8, 2023, re: Building Bylaw Contravention - Dombrowski, has been received.

Rural Affairs Committee***Referred August 16, 2023 to October 18, 2023***

- No delegation was present.
- Chris Gainham, Building Manager, had no additional information
- Chair Jackman thanked staff and referred the recommendation to Committee for consideration.

Moved and seconded,
And resolved:

That the Corporate Officer of the Regional District of Central Kootenay be directed to file a Notice with the Land Title and Survey Authority of British Columbia, stating that a resolution has been made under Section 57 of the *Community Charter* by the Regional District Board relating to land at 1696 Pass Creek Road, Electoral Area I, and legally described as LOT E, PLAN NEP2116, DISTRICT LOT 7455, KOOTENAY LAND DISTRICT FOR MHR #4937 SEE 709-08960.001, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

Carried

6.5 BYLAW AMENDMENT AND DEVELOPMENT VARIANCE PERMIT - HALLAM & PEJSKI**File No.: Z2210J & V2210J****5383 Allendale Crescent****(Christopher Hallam & Tara Pejski)****Electoral Area J**

The Committee Report dated September 27, 2023 from Zachari Giacomazzo, Planner, re: Bylaw Amendment And Development Variance Permit - Hallam & Pejski, has been received.

Tara Pejski and Christopher Hallam, property owners, provided background to the Committee regarding their application process for the dog kennel business. Ms. Pejski provided an overview of the business and answered the Committee's questions.

Moved and seconded,
And resolved that it be recommended to the Board:

That *Regional District of Central Kootenay Zoning Amendment Bylaw No. 2872, 2023* being a bylaw to amend the *Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004* is hereby given FIRST and SECOND reading by content and referred to a PUBLIC HEARING.

Carried

Moved and seconded,
And resolved that it be recommended to the Board:

That in accordance with *Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015*, Electoral Area J Director Henny Hanegraaf is hereby delegated the authority to chair the Public Hearing on behalf of the Regional District Board.

Carried

6.6 UNSIGHTLY PROPERTY BYLAW NO. 1687, 2004 – REMEDIAL ACTION REQUIREMENT - SHEREMETO

File No.: 3310-20-23-K-710.02983.000

221 Maple Street

(Joseph Sheremeto)

Electoral Area K

The Committee Report dated October 1, 2023 from Charmaine Daoust, Bylaw Department, re: Unsightly Property Bylaw No. 1687, 2004 – Remedial Action Requirement - Sheremeto, has been received.

Jordan Dupuis, Bylaw Enforcement Supervisor, provided an update to the Committee regarding the file and shared staff is seeking the Board's authority to enter onto and clean up the unsightly property. Jordan answered the Committee's questions.

Moved and seconded,
That it be recommended to the Board:

The Regional Board order Joseph D. Sheremeto to meet compliance with the Unsightly Property Bylaw No. 1687, 2004 within thirty (30) days, as per the *Community Charter*. If the work is not completed within the thirty (30) day timeline, the Board authorize Bylaw Enforcement Officers and their Agents to enter onto the property located at 221 Maple Street, Electoral Area K and legally described as LOT 23, PLAN NEP6172, DISTRICT LOT 9156, KOOTENAY LAND DISTRICT, PID 014-220-989 with a contractor to remove all offending matter such as rubbish, garbage, bottles, building materials, broken glass or other discarded materials or unwholesome materials or ashes, not properly stored or piled in a neat and organized manner, as well as all or part of any machinery such as a

tractor, backhoe or similar construction equipment, or equipment which is not capable of performing the task it was originally intended to perform, all wrecked vehicles; and demolish any structure deemed unsafe with all cost incurred by the RDCK being billed to the owner of the property, identified as Mr. Joseph D. Sheremeto; AND FURTHER, the interim costs be paid from Rural Administration Service S101.

Carried

Moved and seconded,
That it be recommended to the Board:

All cost incurred be added to the property tax as “taxes in arrears” should the property owner identified as Joseph D. Sheremeto not pay the bill by December 31st of the year the cleanup occurs at the property located at 221 Maple Street, Electoral Area K and legally described LOT 23, PLAN NEP6172, DISTRICT LOT 9156, KOOTENAY LAND DISTRICT, PID 014-220-989.

Carried

7. ENVIRONMENTAL SERVICES

No items.

8. RURAL ADMINISTRATION

8.1 COMMUNITY WORKS FUND APPLICATION – OOTISCHENIA FIRE HALL

File No.:1850-20-CW-293

Electoral Area J

The Committee Report dated October 12, 2023 from Micah Nakonechny, Grants Coordinator, re: Community Works Fund Application – Regional District Of Central Kootenay “Ootiskenia Fire Hall”, has been received.

Moved and seconded,
That it be recommended to the Board:

THAT the Community Works Fund application submitted by the Regional District of Central Kootenay for the project titled “Ootiskenia Fire Hall Bay Addition” in the amount of \$413,377.82 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area J.

Carried

8.2 DIRECTOR DAVIDOFF: POLICY GUIDELINES FOR HOME-BASED BUSINESSES EXPANDING INTO COMMERCIAL ENTERPRISES REQUIRING REZONING

Director Davidoff requested a discussion regarding situations where home-based businesses expand into commercial enterprises and require rezoning.

The Committee had a lengthy discussion regarding circumstances where home-based businesses expand into commercial enterprises and require rezoning. Staff answered the Committee's questions regarding zoning, development permits, and Official Community Plans.

9. PUBLIC TIME

The Chair called for questions from the public and members of the media at 10:21 a.m.

No questions from the media or public.

10. IN CAMERA

10.1 MEETING CLOSED TO THE PUBLIC

Moved and seconded,
And resolved:

In the opinion of the Board and, in accordance with Section 90 of the *Community Charter* the public interest so requires that persons other than DIRECTORS, ALTERNATE DIRECTORS, DELEGATIONS AND STAFF be excluded from the meeting; AND FURTHER, in accordance with Section 90 of the *Community Charter*, the meeting is to be closed on the basis(es) identified in the following Subsections:

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

Carried

10.2 RECESS OF OPEN MEETING

Moved and seconded,
And resolved:

The Open Meeting be recessed in order to conduct the Closed In Camera meeting.

Carried

**RECESS/
RECONVENE**

The meeting recessed at 10:22 a.m for a break and reconvened at 10:32a.m.

11. ADJOURNMENT

Moved and seconded,

And resolved:

The meeting be adjourned at 11:16 a.m.

Carried

Chair Jackman, Chair



Committee Report

Date of Report: October 25, 2023
Date & Type of Meeting: November 15, 2023 Rural Affairs Committee
Author: Zachari Giacomazzo, Planner
Subject: DEVELOPMENT VARIANCE PERMIT
File: V2306F - Daniels
Electoral Area/Municipality F

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is for the Rural Affairs Committee and Regional Board to consider a Development Variance Permit in Electoral Area 'F'. The variance would authorize the applicant to construct a one-storey addition to an existing dwelling that would be sited 1.5 m from the northern interior lot line whereas the bylaw requires a setback of 2.5 metres for buildings or structures from interior lot lines. Staff recommend that the RAC recommend that Board approve the Development Variance Permit.

SECTION 2: BACKGROUND/ANALYSIS

GENERAL INFORMATION

Property Owner: Roland P. Daniels and Trudy J. Daniels

Property Location: 2898 Lower Six Mile Road, Electoral Area 'F'

Legal Description: LOT A DISTRICT LOTS 787 AND 788 KOOTENAY DISTRICT PLAN NEP70753 (PID: 025-329-243)

Property Size: 0.5 hectares (1.2 acres)

Current Zoning: Suburban Residential 'F' (R1F)

Current Official Community Plan Designation: Suburban Residential (SR)

SURROUNDING LAND USES

North: Suburban Residential (SR)

East: Open Space (Kootenay Lake)

South: Suburban Residential (SR)

West: Multi-Unit Residential/Manufactured Home Park (HR)

Background Information and Subject Property

The subject property is located in Electoral Area 'F' within the Duhamel Creek/Six Mile residential area. There are two existing dwellings on the property that are both serviced by the RDCK owned Duhamel Creek Water System and individual on-site wastewater (septic) systems. The 0.5 hectare property is adjacent to Kootenay Lake, however the dwelling that is subject to this proposed variance is located closer to the road and outside of the riparian area and floodplain setback associated with Kootenay Lake. A small portion of the lot is within a

Non-Standard Flood and Erosion Area associated with Duhamel Creek however the dwelling is outside of this hazard area.

The proposal is to construct a 15.3 m² one-storey addition with an attached 12.3 m² covered deck to the existing 47 m² dwelling. The proposed addition will provide additional living space but does not increase the number of bedrooms or bathrooms. Due to the proximity of the existing dwelling to the northern interior lot line, the proposed addition would be constructed at a distance of 1.5 metres from the lot line at the closest point. Please see “Figure 2 - Site Plan” for more detail.



Figure 1 - Overview Map

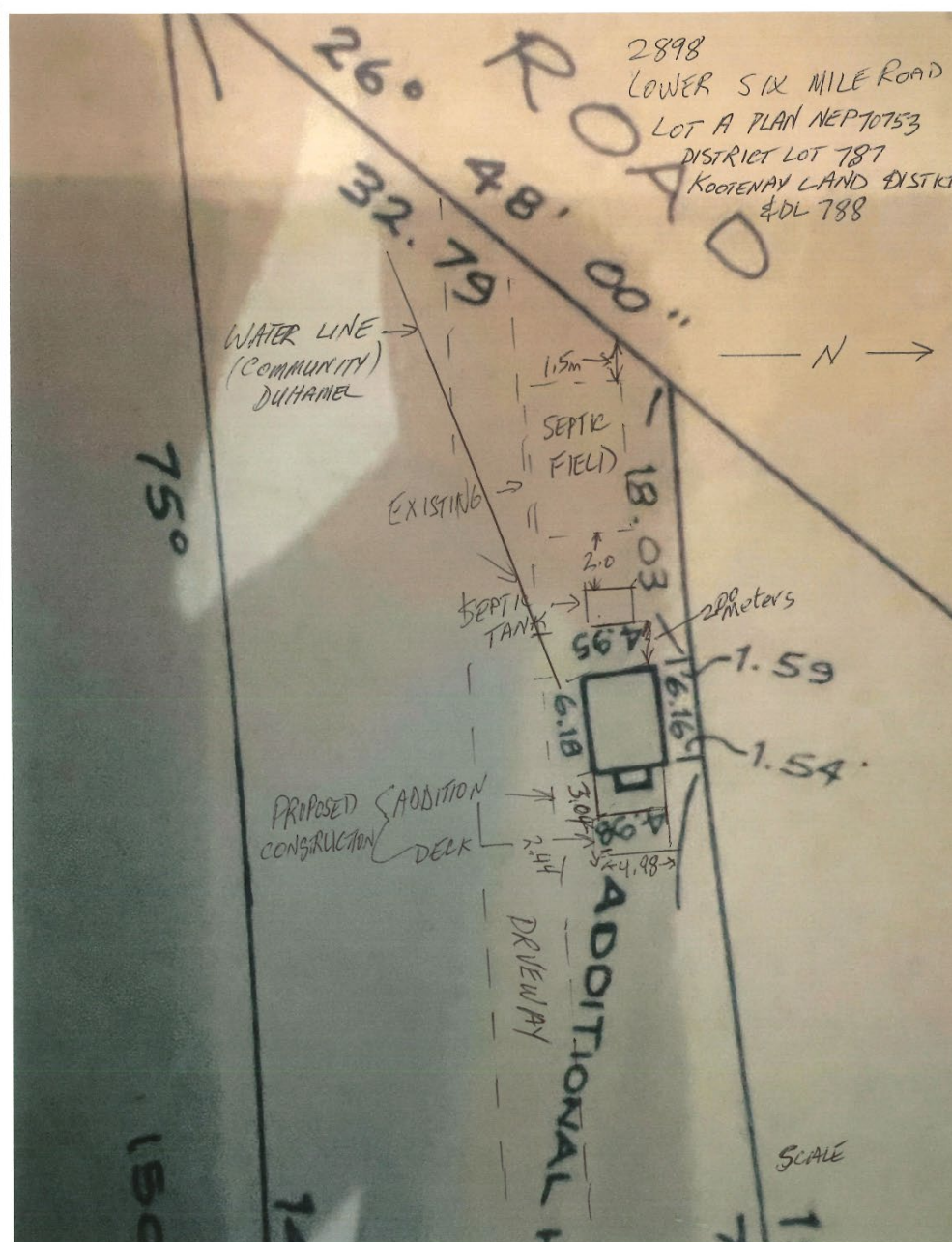


Figure 2 - Site Plan

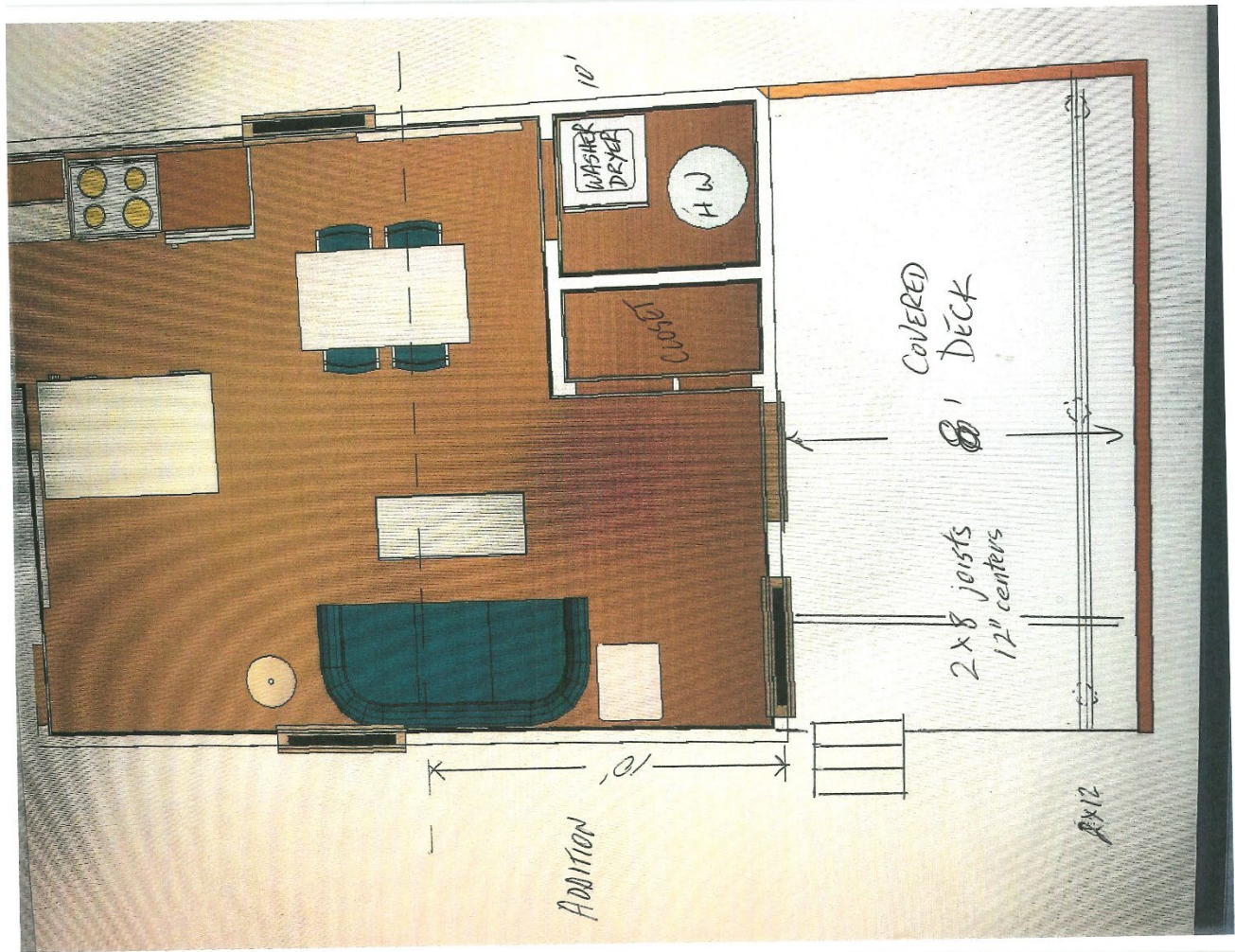


Figure 3 - Floor plan showing proposed addition and deck

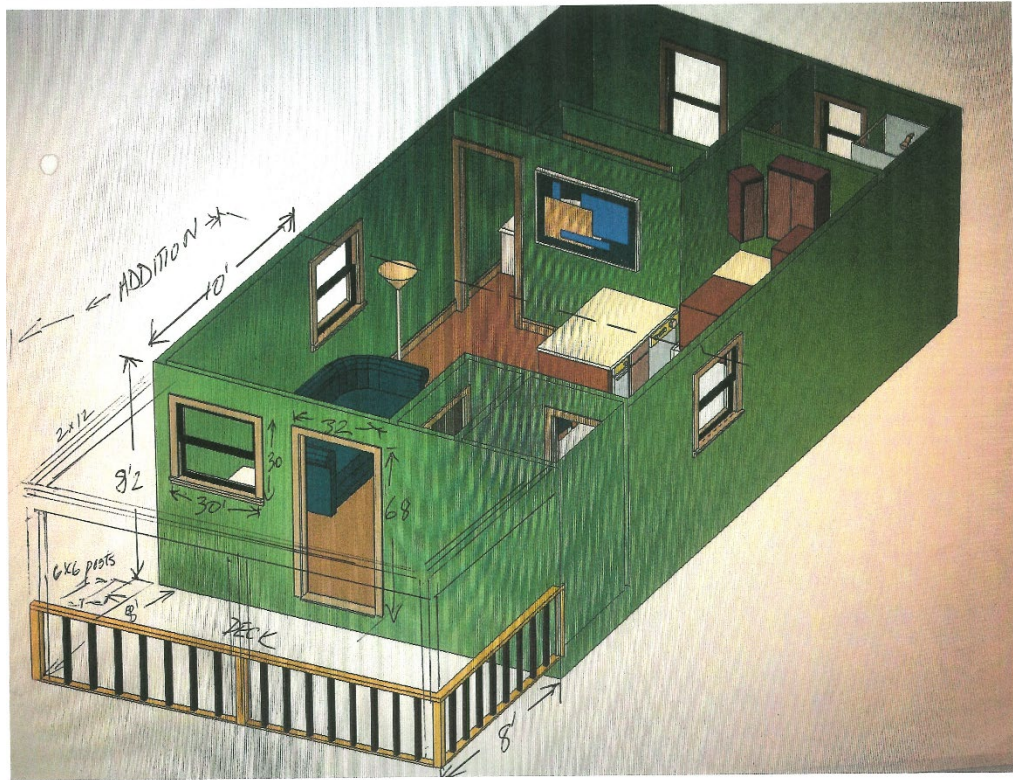


Figure 4 - Rendering showing interior of the proposed addition

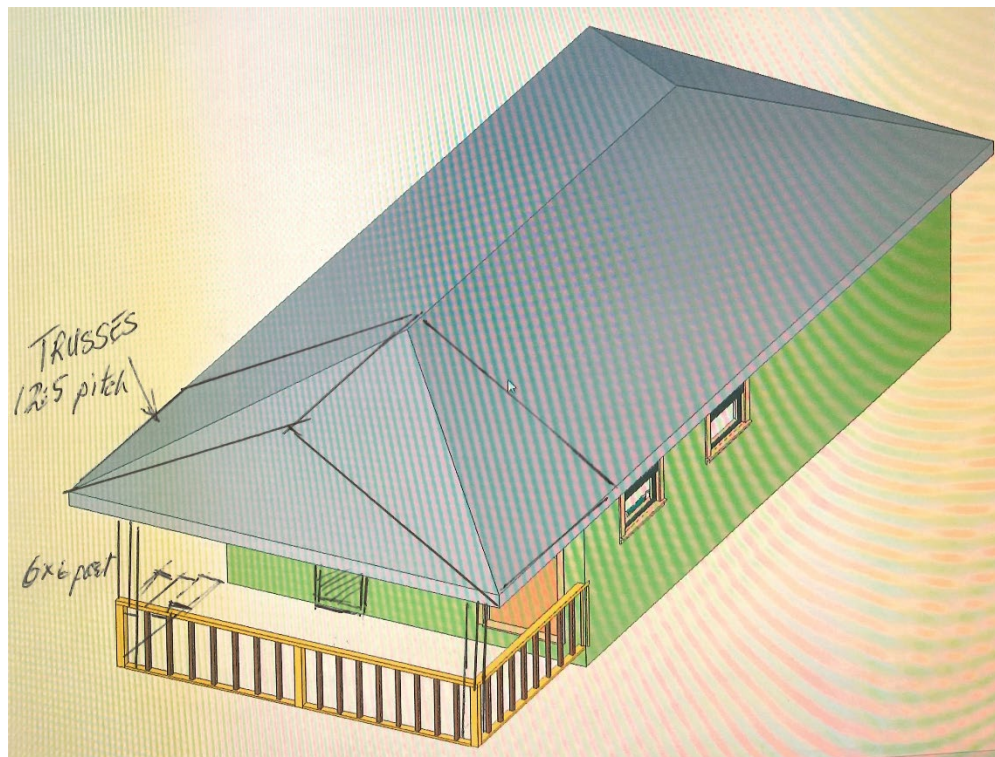


Figure 5 - Rendering showing roof and covered deck



Figure 6 - Looking west towards the existing dwelling. The addition is proposed at this side of the building.

Planning Policy

Electoral Area 'F' Official Community Plan Bylaw No. 2214, 2011

11.3 General Residential Policies

The Regional Board:

.2 Provides for affordable housing in the form of permitting secondary suites in certain residential zones subject to specific regulations.

16.2 Infrastructure Services Objectives

.2 Direct development to areas that can be best serviced by existing or planned utility infrastructure services.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan:

☐ Yes ☒ No

Financial Plan Amendment:

☐ Yes ☒ No

Debt Bylaw Required:

☐ Yes ☒ No

Public/Gov't Approvals Required:

☐ Yes ☒ No

The application fee has been paid in full pursuant to the Planning Fees and Procedures Bylaw No. 2457, 2015.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

Section 498 of the Local Government Act gives authority to vary provisions of a zoning bylaw provided that they do not affect use and density.

3.3 Environmental Considerations

None anticipated.

3.4 Social Considerations:

There was no opposition to the application which indicates that surrounding land owners do not have concerns.

3.5 Economic Considerations:

None anticipated.

3.6 Communication Considerations:

The application was referred to internal departments, other government agencies and 18 surrounding property owners. No responses were received from the surrounding property owners. The following responses were received from government agencies.

RDCK Water Services – Environmental Coordinator

Water Services has no concerns with this application.

RDCK Building Services

For this construction the proponent will have to meet these required construction guidelines:

- All of the cladding on the North side will have to be non combustible and the soffit will have to be non-vented. This includes upgrading the existing siding and soffit on the North side of the structure.*
- All openings will have to be removed from the North wall.*
- New drywall in the proposed work will have to be type "X" 45min fire rated drywall.*
- Should the scope of the proposed work involve removal of existing interior drywall it must be replaced with type "X" 45min fire rated drywall.*

This is to ensure the structure will comply with 9.10 (Fire Protection) of the BC building code.

All other work must also comply with the most recent BC building code at the time of building permit application.

Interior Health Authority – Team Leader: Healthy Community Development

Thank you for the opportunity to provide comments for consideration regarding the above referenced application.

This referral has been reviewed from Healthy Community Development perspective and the following is for your consideration.

*If the intended use of the building addition **does not** include a room that could be used as a bedroom, we have no concerns and our interests are unaffected.*

*If the intended use of the building addition **includes a bedroom** (or a space that could be used as an additional bedroom), we recommend the Regional District of Central Kootenay:*

- Require the applicant to provide records of the Filing and Letter of Certification for the existing sewerage disposal systems serving the existing cabin to ensure and confirm adequate performance, condition, **size** (for the number of bedrooms) and location for the intended use (as per Section 7.2 of the Onsite Wastewater Certification Board Policy: APPENDIX 2, Registered Onsite Wastewater Practitioner (ROWP) Practice Guidelines).*
- If Filing documents cannot be produced for the existing sewerage disposal system connected to the cabin, we would advise the Regional District of Central Kootenay request the applicants to produce a Compliance Inspection completed by an Authorized Person to ensure the existing sewerage disposal system will be able to handle the flow / volume produced being connected to it, that it does not pose a health hazard/risk and that it meets the required vertical and horizontal separation distances as well as today's Sewerage System Standard Practice Manual, Version 3 standards.*

Ministry of Transportation and Infrastructure – Development Officer

The Ministry has no objections with the proposed variance from the internal lot line.

Ministry of Forests – Crown Land Authorizations

I have received your referral request for Development Variance Permit at 2898 Lower Six Mile Road. We do not foresee any Crown concerns with the setback adjustments outlined in the proposal; however, if you are able to pass on any information to the proponents, we note there is an untenured dock fronting the property. If it does not comply with the [General Permission policy](#), it would require tenure, as well as any other foreshore improvements.

Fortis BC

There are no FortisBC Inc (Electric) ("FBC(E)") facilities affected by this application. As such FBC(E) has no concerns with this circulation.

3.7 Staffing/Departmental Workplace Considerations:

Should the Board approve the requested variance, staff would issue the Permit and register a Notice of Permit on the property's Title. A Building Permit would then be required prior to constructing the addition.

3.8 Board Strategic Plan/Priorities Considerations:

Not applicable.

SECTION 4: OPTIONS

Planning Discussion

Planning staff support the issuance of this DVP since:

- The existing dwelling to which the addition is proposed is situated 1.5 m from the lot line, and extending the building along this non-conforming plane is a better alternative than jogging the addition in to meet the required 2.5m setback
- The requested variance to reduce the required setback from 2.5 metres to 1.5 metres is a minor change.
- The form and character of the surrounding residential area is not significantly impacted by the request to reduce the setback from the northern interior lot line.
- There are requirements in the BC Building Code in order ensure that the proposed addition will not create fire safety hazard.
- The proposal is consistent with all other applicable zoning regulations in RDCK Zoning Bylaw No. 1675, 2004
- There has been no opposition or feedback in response to the notice of proposal sign posted on the subject property or the notice that was mailed to surrounding landowners.

Based on the above, staff recommend that the Board approve the issuance of the Development Variance Permit Application.

Option 1

That the Board APPROVE the issuance of Development Variance Permit V2306F to Roland P. Daniels and Trudy J. Daniels for the property located at 2898 Lower Six Mile Road and legally described as LOT A DISTRICT LOTS 787 AND 788 KOOTENAY DISTRICT PLAN NEP70753 (PID: 025-329-243) to vary Section 605 (5) of RDCK Zoning Bylaw No. 1675, 2004 in order to permit a 1.5 metre setback from the northern interior lot line whereas the bylaw requires a 2.5 metre setback from an interior lot line.

Option 2

That the Board NOT APPROVE the issuance of Development Variance Permit V2306F to Roland P. Daniels and Trudy J. Daniels for the property located at 2898 Lower Six Mile Road and legally described as LOT A DISTRICT LOTS 787 AND 788 KOOTENAY DISTRICT PLAN NEP70753 (PID: 025-329-243) to vary Section 605 (5) of RDCK Zoning Bylaw No. 1675, 2004 in order to permit a 1.5 metre setback from the northern interior lot line whereas the bylaw requires a 2.5 metre setback from an interior lot line.

SECTION 5: RECOMMENDATIONS

That the Board APPROVE the issuance of Development Variance Permit V2306F to Roland P. Daniels and Trudy J. Daniels for the property located at 2898 Lower Six Mile Road and legally described as LOT A DISTRICT LOTS 787 AND 788 KOOTENAY DISTRICT PLAN NEP70753 (PID: 025-329-243) to vary Section 605 (5) of RDCK Zoning Bylaw No. 1675, 2004 in order to permit a 1.5 metre setback from the northern interior lot line whereas the bylaw requires a 2.5 metre setback from an interior lot line.

Respectfully submitted,

Zachari Giacomazzo

CONCURRENCE

Planning Manager – Nelson Wight **Digitally approved**

General Manager Development & Sustainability – Sangita Sudan **Digitally approved**

Chief Administrative Officer – Stuart Horn **Digitally approved**

ATTACHMENTS:

Attachment A – Development Variance Permit

Attachment B – Excerpt from *RDCK Zoning Bylaw No. 1675, 2004*



Development Variance Permit

V2306F (Daniels)

Date: October 25, 2023

Issued pursuant to Section 498 of the *Local Government Act*

TO: Roland P. Daniels and Trudy J. Daniels

ADMINISTRATION

1. This Development Variance Permit (DVP) is issued subject to compliance with all of the bylaws of the Regional District of Central Kootenay (RDCK) applicable thereto, except as specifically varied or supplemented by this Permit.
2. The land described shall be developed strictly in accordance with the terms and conditions and provisions of this DVP, and any plans and specifications attached to this Permit that shall form a part thereof.
3. This DVP is not a Building Permit.

APPLICABILITY

4. This DVP applies to and only to those lands within the RDCK described below, and any and all buildings, structures and other development thereon, substantially in accordance with Schedules '1' and '2':

Address: 2898 Lower Six Mile Road, Electoral Area 'F'

Legal: LOT A DISTRICT LOTS 787 AND 788 KOOTENAY DISTRICT PLAN NEP70753

PID: 025-329-243

CONDITIONS

5. Development Variance

RDCK Zoning Bylaw No. 1675, 2004 Section 605 (5) is varied as follows:

From: Despite Section 605(1), for all of Electoral Area F, unless otherwise stated in the zone, no principal or accessory building or structure except a fence may be located within 4.5 metres of a front or exterior side lot line or within 2.5 metres of any other lot line.

To: Despite Section 605(1), for all of Electoral Area F, unless otherwise stated in the zone, no principal or accessory building or structure except a fence may be located within 4.5 metres of a front or exterior side lot line or within 1.5 metres of the northern interior lot line, as shown in Schedules '1' and '2'.

6. Schedule

If the holder of the DVP does not substantially start any construction or does not register the subdivision with respect to which the permit was issued within two years after the date it is issued, the permit lapses.

7. Other

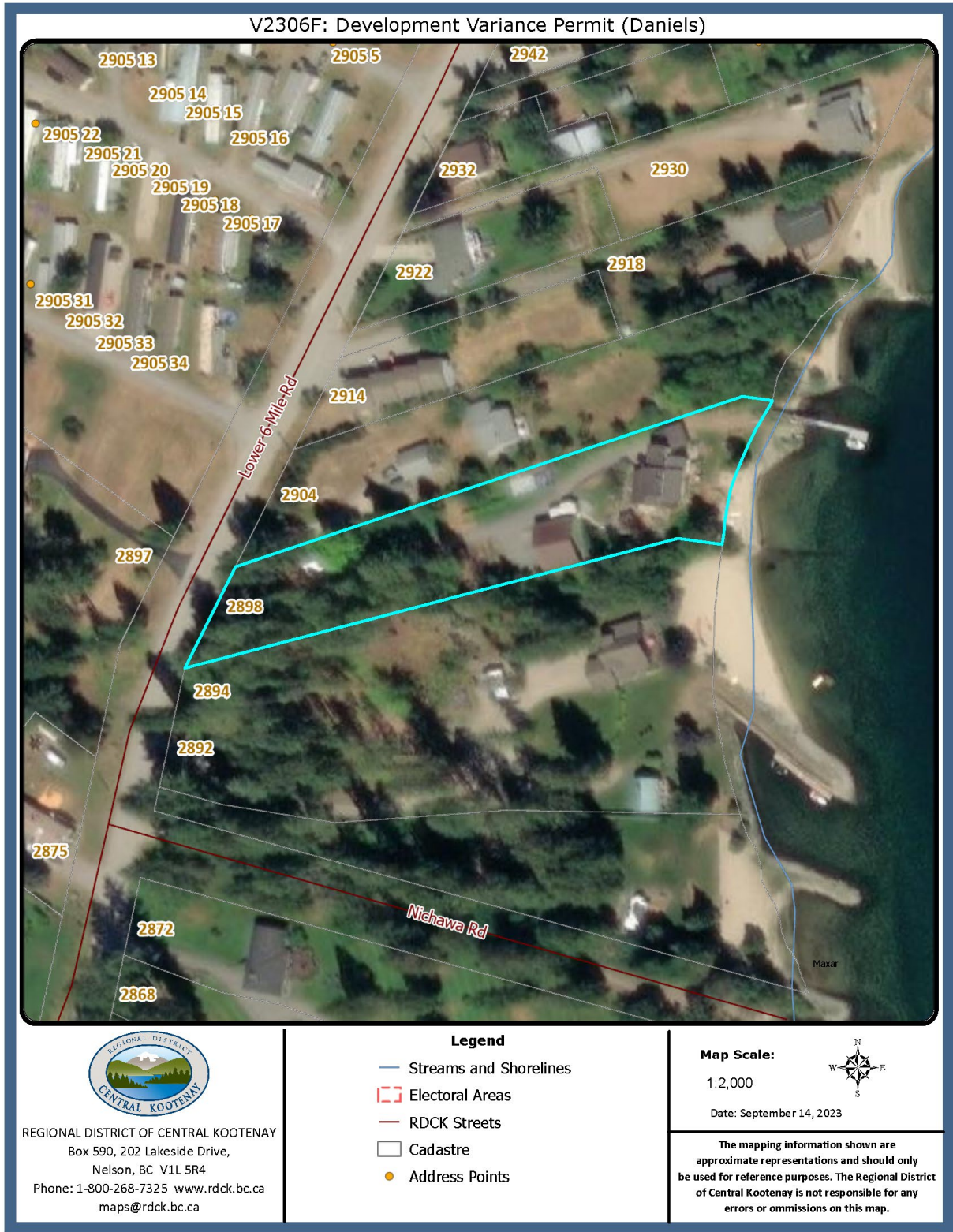
Authorized resolution **ENTER RESOLUTION NUMBER** passed by the RDCK Board on the 15th day of November, 2023.

The Corporate Seal of
THE REGIONAL DISTRICT OF CENTRAL KOOTENAY
was hereunto affixed in the presence of:

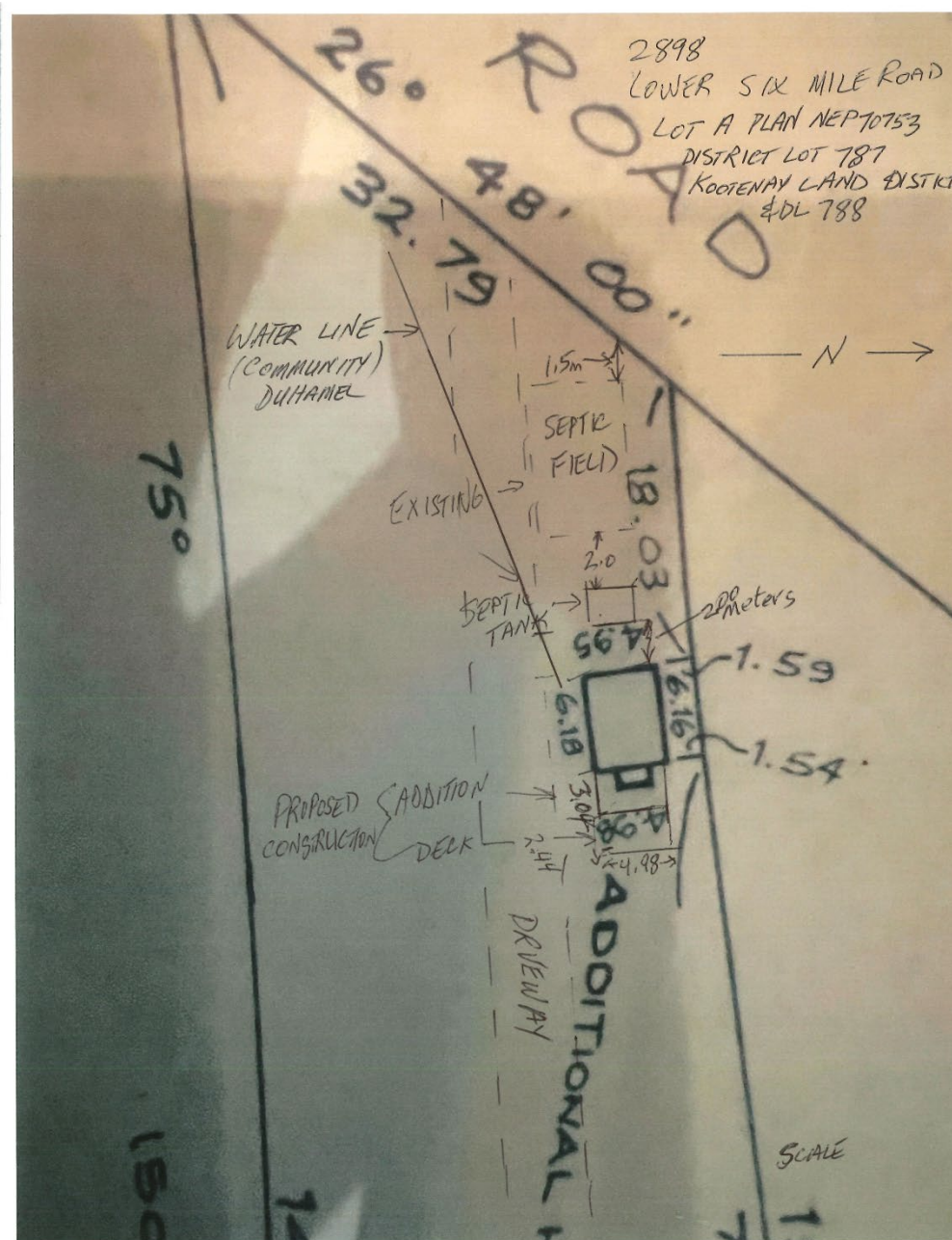
Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

Schedule 1: Subject Property



Schedule 2: Site Plan



- 4 Despite Section 603(3), where a dwelling has been constructed across a legal property line prior to the adoption of this bylaw, lot lines may be adjusted so as to allow property owners to legitimize the structure as long as no lot is reduced in site area.
- 5 A reduction of the minimum lot size for a single lot for subdivision within any Agricultural zone shall be permitted subject to:
 - a. the lot being no smaller than 0.4 hectares in area;
 - b. where the lot is serviced by a community water system; and
 - c. where the remainder of the lot is consolidated with an adjacent property that has an agricultural tax assessment from the British Columbia Assessment Authority or is within the ALR or created under Section 514 of the *Local Government Act*.

Subdivision Servicing Requirements

604

- 1 All subdivisions shall comply with the provisions of the *Local Services Act* and the Subdivision Regulations thereto.
- 2 All subdivisions shall be in full compliance with any Regional District of Central Kootenay Subdivision Bylaw currently in effect for the area.
- 3 All subdivisions shall comply with the *Drinking Water Protection Act*, the *Public Health Act* and the *Environmental Management Act*.

Setback Requirements

605

- 1 Unless otherwise stated, no principal or accessory building or structure except a fence may be located within 7.5 metres of a front or exterior side lot line or within 2.5 metres of any other lot line.
- 2 Despite Section 605(1), on all lots adjacent to land zoned Agriculture, a minimum of a ten (10) metre setback shall be required from any portion of the Agricultural Land Reserve boundary.
- 3 Unless otherwise stated no portable sawmill may be located within 100 metres from a property line.
- 4 Despite Section 605(1), on all lots having a residential zone and are less than 0.2 hectares in area, the minimum setback to front or exterior lot lines shall be 4.5 metres.

- 5 Despite Section 605(1), for all of Electoral Area F, unless otherwise stated in the zone, no principal or accessory building or structure except a fence may be located within 4.5 metres of a front or exterior side lot line or within 2.5 metres of any other lot line.

Note: BC Building Code regulations may require greater setbacks than those identified in Section 605 and Section 606 of this bylaw.

Setback Exceptions

606

- 1 Where the top surface of an underground structure projects no more than 0.6 metre above the average finished ground elevation, that structure may be sited in any portion of a lot.
- 2 Freestanding lighting poles, warning devices, antennae, masts, solar collectors, utility poles, wires, and flagpoles up to ten (10) metres in height may be sited on any portion of a lot.
- 3 Where chimneys, cornices, leaders, gutters, pilasters, belt courses, sills, bay windows, or ornamental features project beyond the face of the building, the minimum distance to an abutting lot line as permitted elsewhere in this bylaw may be reduced by not more than 0.6 metre providing such reduction shall apply only to the projecting feature.
- 4 Where steps, eaves, sunlight control projections, canopies, balconies, or porches project beyond the face of a building, the minimum distance to an abutting front lot line as permitted elsewhere in this bylaw may be reduced by not more than 1.2 metres and the minimum distance to an abutting side lot line or rear lot line as permitted elsewhere in this bylaw may be reduced by not more than 0.6 metre provided such reduction shall apply only to the projecting feature.

Home Based Businesses

607 A Home Based Business, where permitted, is subject to the requirements that:

- 1 The proprietor resides on the subject property;
- 2 The activity shall be conducted in a dwelling unit or accessory building;
- 3 The site area devoted to the Home Based Business, inclusive of external storage of materials, equipment or finished products, shall not exceed 100 square metres on any R1, R2, R3, R6, R7, MFR-F, HR-I, C5 and AG zoned lot;
- 4 The site area devoted to the Home Based Business, inclusive of external storage of materials, equipment or finished products, shall not exceed 200 square metres on any R4 zoned lot;



Committee Report

Date of Report: November 1, 2023
Date & Type of Meeting: November 15, 2023, Rural Affairs Committee
Author: Nelson Wight, Planning Manager
Subject: Planning Service Work Plan Review
File:
Electoral Area/Municipality: Electoral Areas A, B, C, D, E, F, G, H, I, J, K

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek direction from the Rural Affairs Committee on holding a workshop to review the Planning Services Work Plan and discuss a modernized vision on Official Community Plans that supports housing, growth, planning and building resilient communities. Specifically, Staff is seeking input on work plan items to be added or removed from the current list of projects, and prioritize that list. Direction on the preferred timeline for completion of these items is also being sought, as that may impact future budgets for this service through increases in staffing or consulting fees. To inform the workshop discussion, Staff are including an analysis of the current challenges and opportunities, and recommendations to improve efficiencies to how we provide land use planning services to our residents.

SECTION 2: BACKGROUND/ANALYSIS

Planning Services

There are seven staff forming the Planning Team: Planning Technicians (2); Planner 1 positions (2), Planner 2 positions (2) and the Planning Manager. The majority of the current “core” planning work is done by the two Planner 1 positions, and two Planning Technician positions. That work includes processing development applications, responding to referrals from the Province and other levels of government, staff support to nine (9) advisory commissions (Area A, B, C, D, E, G, I, and J Advisory Planning and Heritage Commissions and the Creston Valley Agricultural Advisory Commission), and providing service to our internal and external customers.

Within the Planning Team, the majority of the project work is completed by the two Planner 2 positions. However, they are supported in that work by the other members of the team as needed, and staff from other departments, such as GIS, Corporate Administration, etc.

Current Project List

See Attachment A to this report for the list of current projects assigned to Planning Services by the Board or otherwise initiated by Staff.

Some of the items are added to this list in response to changes at the Provincial level, and one such change on the horizon includes the recent legislation passed to regulate short term rentals. Early in 2024, we expect this to be an item to add to our work plan, recognizing that regional districts across the Province will have the ability to opt into some of the regulation that is being imposed on most municipal local governments across the Province.

There is also the recent announcement from the Province introducing new housing legislation to deliver more small-scale, multi-unit housing for people, including townhomes, triplexes and laneway homes, and fix outdated zoning rules to help build more homes faster: <https://news.gov.bc.ca/releases/2023PREM0062-001706>. There are implications for regional districts as well, and the timelines are aggressive, so this too will be an item to add to the work plan. In the announcement, there was mention of support as follows:

“To support implementation, the Province will continue to provide local governments with resources to speed up approval processes, including the recently announced \$51 million to support local governments in meeting the new density zoning requirements, and \$10 million for the Local Government Development Approvals Program.”

List of Completed Projects (2019 – 2023)

Please see the table below showing the list of projects completed over the past four years. Some of the projects were partially funded through grants as noted in the “Funding” column. However, all of these projects were supported by one or more individuals from the Planning Team. That said, for the most part most of the project work is being completed by the two Planner 2 positions.

Regarding the first two rows of this table, it should be noted that keeping these documents up to date is one of those ongoing and necessary functions of providing planning services to our residents. However, the burden is greatly increased because there are 11 Official Community Plans, and five (5) zoning bylaws. This issue is discussed further in the “Recommended Changes to the Work Plan” section of this report.

Project Name	Description	Duration	Funding
Planning Procedures and Fees Bylaw Updates	Periodic updates as needed.	(as needed, usually one to three times annually)	Planning Service.
Official Community Plans, Comprehensive Land Use Bylaws & Zoning Bylaw Updates	Periodic updates as needed e.g. legislation changes, Temporary Use Permits, housekeeping.	(as needed and usually at least once annually)	Planning Service.
National Disaster Mitigation Program Phase 1 Risk Prioritization Study	Identify areas at risk for flood and debris flow geohazards throughout the region.	2018-2019	National Disaster Mitigation Program \$37,500.
Shore Acres Aquifer Vulnerability Assessment	Develop aquifer vulnerability mapping to inform land use policy.	2019	Union of BC Municipalities Community Works Funds \$30,000 Community Development Grants Area I: \$3,500 Area H: \$3,500
National Disaster Mitigation Program Phase 2 Flood Mapping	Update existing flood mapping for high priority areas.	2019-2020	National Disaster Mitigation Program \$37,500.

Community Heritage Register	Identify historical themes and heritage values in the RDCK and set up CHR.	2019-2020	Heritage Museums and Archives grant \$40,000.
Regional Housing Needs Assessment	Describes current and anticipated housing needs in all RDCK communities by collecting data, analyzing trends and speaking with community members.	2019-2020	Union of British Columbia Municipalities grant \$150,000.
Agriculture Policy Review (Phase 2)	Update RDCK land use regulations with the goal of supporting farming and protecting farmland in the RDCK.	2019-2023	Planning Service.
Kootenay Lake Development Permit Review	Review Environmental Development Permit Areas around Kootenay Lake.	2020-2023	Planning Service.
Community Planning Conversations – Area D, E & H	Informational virtual meetings were held to engage communities about land use planning.	2021-2022	Planning Service.
Affordable Housing Action Plan	Solutions and action to address housing needs.	2021-2023	Union of British Columbia Municipalities grant \$25,000.
Wildfire Development Permit Area Review	Exploring the creation of a Wildfire DPA for its eleven Electoral Areas.	2022-2023	Union of British Columbia Municipalities grant \$94,000.

Reflecting on this list of past projects, staff notes some key successes and challenges that we have observed in the section below:

1. Ongoing OCP and Zoning Bylaw Updates by Topic – using the Agriculture Policy Review project as an example, we have had good success updating land use planning documents by topic area. In this way, we can respond more quickly to amend policy and regulation to benefit our residents on a given subject area, as opposed to the decades-long approach needed to update 11 OCP's one by one. However, this highlights the challenge posed by having multiple OCP's and zoning bylaws, and the opportunity to harmonize them into one, as some of our counterparts in other regional districts across the Province have done. The Cowichan Valley Regional District embarked on a similar project and you can learn more about their experience by viewing their project page here: <https://www.planyourcowichan.ca/the-modernized-official-community-plan-mocp>

2. Regional and Sub-Regional Approach – in completing the Housing Needs Assessment, we partnered with member municipalities, recognizing the benefit this approach would afford our understanding of the data. To analyze the data by the multiple jurisdictions of local governments and each electoral areas would offer less insight. The resulting Housing Needs Assessment reports included a region-wide assessment, and six (6) sub-regional assessments. Taking this regional and sub-regional approach in other land use planning exercises would likely yield similar benefits to dealing with complex issues in an efficient way.

This approach is more strategic, as it aligns with distinct communities such as Areas A, B, C and Creston or Nelson, Areas E and F. Housing strategies at this level are more manageable as shown by the Nelson and Area Economic Development Committee project to support workers housing. Further, the more planning aligns with geographically distinct areas where a common vision on housing need is identified, can over the short to long term inform other services and amenities.

3. Systems-Wide Approach – By taking a regional approach to applying federal or provincial legislated changes to Official Community Plans as was done when the cannabis legalization and Agriculture Land Act changes were introduced, provided certainty to the industry specifically in the case of cannabis and for producers related to Agriculture Land Regulations. A similar approach was proposed for the wildfire development permit areas and Kootenay Lake Development Permit Area project. These projects sought to create regulation to inform and protect new development and subdivision approved by the Provincial Approving Officer. While also providing a tool to mitigate the risk of wildfires and harm to the natural environment around Kootenay Lake. The current inconsistencies of regulation due to arbitrary electoral area boundaries leads to ineffective regulation that could otherwise help to provide clarity to developers and property owners. Future land use planning exercise would likely benefit from following this model as well.

Advice from Planning Team

Earlier this year, the General Manager endorsed and attended a session—facilitated by Paris Marshall Smith, Sustainability Planner—with the Planning Team to capture their assessment of the major land use planning issues they see for this region. Priorities for action to address those major issues were also identified. Included below are some of the broad themes that emerged from that session, recognizing the value they may hold in setting priorities for our work and for further discussion at a workshop.

1. Truth and Reconciliation & Declaration on the Rights of Indigenous Peoples Act (DRIPA) – Increased attention to improving relationships with First Nations, decolonization, and implementation of DRIPA in how we operate as a local government.
2. Strategic Planning - Organizational Mission/Vision/Values well-understood and aligned to work plan. Enhance organizational strategy for public engagement all along the continuum (i.e. from “inform” to “empower”)
3. Regional Thinking – Manage growth as opposed to continuing the organic history of settlement that has occurred to date. Improve cooperation among different electoral areas and municipalities as well with water services in how we plan (e.g. Regional Growth Strategies, sub-regional OCP’s, etc.)
4. Focus on Natural Environment and Climate Action - Ensure planning work considers all beings, not just humans, follows reciprocity approach, and increase efforts towards climate action.

Recommended Work Plan Changes

The list of recommended changes below seeks to address challenges observed over the past number of years, build on the successful approaches taken in that same period, and is focussed around the themes from the section above.

1. Strategic Planning for Entire RDCK – This task seeks to bind the currently fragmented policy framework into a cohesive whole. Also seeks to work collaboratively with the municipalities. The two possible approaches include:
 - Harmonized OCP – harmonize 11 OCP’s into one, or consider sub-regional harmonization. Local Area Plans could be developed for each electoral area if desired.
 - Regional Growth Strategy – Establish a single regional growth strategy (RGS) for the RDCK or multiple sub-region RGS’s to which the OCP’s would need to be aligned.
2. Strengthening Relationships with First Nations – dedicated resources should be allocated to strengthening our relationships with all the First Nations upon whose traditional territory the RDCK boundaries have been imposed. This work is necessary to action the commitments under the Declaration on the Rights of Indigenous Peoples Act. For Planning Services this work is currently done on more of an ad hoc basis, whereas a strategic focus would be preferred.
3. Ongoing OCP and Zoning Bylaw Updates by Topic – continue to update land use planning documents by topic. As a part of our action to address the housing crisis, we see an urgent need to amend unwanted policies and regulations that are causing unnecessary costs and delays for landowners wishing to add more residential units, such as secondary suites and second residences.
4. Harmonized Zoning Bylaw – Combine zoning bylaws into one and simplify by collapsing multiple similar zones into fewer distinct ones. An alternative would be to do this on a sub-regional scale.
5. Flood Hazard Policy/Regulations Update – This is a specific item on the existing work plan that, based on the work being done through emergency management, should be prioritized.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Financial Plan Amendment:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Debt Bylaw Required:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Public/Gov’t Approvals Required:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Financial considerations are not identified at this time but could include staffing and consulting budget alignment with desired timelines to complete necessary land use planning projects.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

Ongoing changes with Provincial legislation drives much of the land use planning work plan. Recent and anticipated further changes to housing legislation will require timely action, so will need to factor that into capacity constraints. Additionally, Provincial mandates for regular OCP updates will apply further pressure on staff resources, particularly due to

3.3 Environmental Considerations

Local government land use policy and regulation can be an effective means to address impacts to the natural environment from humans.

3.4 Social Considerations:

Having a common vision regionally can enable sustainable community development.

3.5 Economic Considerations:

Harmonizing zoning bylaws and OCPs can provide consistency for our residents, and other partners in the development community.

3.6 Communication Considerations:

Achieving robust public engagement strategy for our residents can assist in transparency of decision-making and building trust.

3.7 Staffing/Departmental Workplan Considerations:

To be determined.

3.8 Board Strategic Plan/Priorities Considerations:

To Excel in Governance and Service Delivery:

- Share sub-regional experiences and create Official Community Plans (OCP) using consistent language and terminology
- Modernize the RDCK policy framework

To Strengthen our Relationships with our Community Partners

- Seek opportunities for partnerships with local communities

To Mitigate Climate Impacts and Adapt to our Changing Climate

SECTION 4: OPTIONS

Staff are seeking direction from the Rural Affairs Committee on the Planning Services Work Plan. This report provides an analysis of the current challenges and opportunities, and recommendations that we see to improve efficiencies to how we provide land use planning services to our residents. Recognizing that the direction we are seeking may require more time for discussion, Staff recommend scheduling a dedicated workshop with the Rural Directors, which is listed as Option 1 below. Alternatively, the RAC could provide whatever changes are desired to the work plan in their November 15, 2023 meeting, as noted in Option 2. Lastly, if no change is desired to the work plan, then Staff would continue to work on the list of projects in the order that they were added.

Option 1

That Staff be directed to organize a workshop for the Rural Directors and all necessary Staff to review the Planning Services Work Plan in order to establish recommendations for the prioritized list of projects to be considered by the Board for endorsement at a future meeting.

Option 2

That the Planning Services Work Plan be amended in accordance with the direction provided by the Rural Directors at the Rural Affairs Committee meeting on November 15, 2023

Option 3

That no changes to the current Planning Services Work Plan be made at this time, and the items be addressed in the order that they were included on the Work Plan by resolution of the Board, as noted on Attachment A to the Staff report dated November 1, 2023.

SECTION 5: RECOMMENDATIONS

That Staff be directed to organize a workshop for the Rural Directors and all necessary Staff to review the Planning Services Work Plan in order to establish recommendations for the prioritized list of projects to be considered by the Board for endorsement at a future meeting.

Respectfully submitted,

Nelson Wight, Planning Manager

CONCURRENCE

Sangita Sudan – General Manager of Development Services **Digitally approved**
Stuart Horn – Chief Administrative Officer **Digitally approved**

ATTACHMENTS:

Attachment A – Planning Services Workplan

Attachment A – RDCK Planning Services Work Plan

Project Name	Date Assigned	Board Notes
Agricultural Policy Review - Phase 2	25-03-2019	<p>Project follows previous agriculture policy changes implemented to address regulatory changes in Provincial legislation. This phase focuses on recent changes to the Agricultural Land Reserve Act and Regulations such as those affecting additional residences on ALR land, for example.</p> <p>Changes made to bylaws for Areas A, B, and C adopted in fall 2023.</p> <p>OCP and zoning amendment bylaws for Areas F, I, J, K adopted at the July 2023 Board meeting.</p> <p>Consideration of agricultural policy changes for Areas D, E, G, H currently on hold due to work on higher priority items.</p>
Area I OCP Review	26-01-2016	<p>Updates to community engagement plan - Winter/Spring 2023.</p> <p>Board endorsement of early/ongoing OCP consultation - December, 2022.</p> <p>Ongoing Area I APHC meetings (starting in October 2022).</p> <p>Re-launch of project at virtual open house - January 26, 2023.</p> <p>In-person community "kitchen table conversations" in Pass Creek, Glade, Shoreacres/Voykin, Brilliant, Tarrys/Thrums - March, 2023</p> <p>What we Heard staff report completed - June 2023</p> <p>Internal RDCK staff engagement session - July 2023</p> <p>Staff drafting the OCP - Summer 2023</p> <p>Community Open House - November 6, 2023</p>
Active Transportation Feasibility Study - Castlegar to Nelson	01-04-2022	<p>The Board approved two agreements related to a feasibility study for a proposed active transportation corridor between Nelson and Castlegar.</p> <p>Agreement 1: between Infrastructure Canada's Active Transportation Fund (ATF) and the RDCK to fund the project. The RDCK received \$50,000 for eligible costs to support the project.</p> <p>Agreement 2: between RDCK and WKCC. The RDCK will administer the funding with a staff member liaison. The WKCC will be responsible for delivering the project.</p> <p>Finalization of Draft Plan expected Fall 2023</p>

Greater Nelson Housing Study	18-08-2022	In Fall 2022, Community Futures Central Kootenay and its partners at the City of Nelson and RDCK commissioned Phase One of the Greater Nelson Non-Market Housing Study. The goal of the study was to assess the need for a local government-supported housing entity to provide affordable housing in the Greater Nelson area and define potential options for further exploration. A report summarizing phase 2 and providing recommendations for Phase 3 was brought to the October 19, 2023 regular Board meeting for information.
Subdivision Servicing Bylaw Review	21-05-2020	Board resolution 369/20 from May 2020 directs staff to undertake a review of the RDCK Subdivision Bylaw to improve administrative process and efficiency, and seek solutions for recurring challenges such as ensuring adequate servicing and access. November 2020 - June 2023: Staff unable to undertake project activities due to staffing challenges and precedence of other active projects. July 2023: Staff begin compiling background information for internal review. August-Sep. 2023: Planning staff coordinate with Parks staff to assess parkland dedication requirements.
(this initiative must be reported In Camera)	22-04-2023	(this initiative must be reported In Camera)
Kootenay Lake Watercourse DPA Project	16-04-2020	Project initiated from discussions at the Kootenay Lake Partnership table, recognizing that the RDCK has development permit authorities under the Local Government Act that are not being fully utilized to protect sensitive habitat around Kootenay Lake. - Engagement completed December 2022. Public Engagement Summary compiled early 2023. July 2023 Board meeting resolution: "That the Board direct staff to refer drafting bylaw amendments for Environmental Development Permit Areas for Electoral Areas A, D, E and F and that the Environmental Development Permit Areas amendments be addressed within the community planning process for each Area"
Planning Procedures and Fees Bylaw Review	17-08-2023	528/23 That the Board direct staff to prepare a report to bring back to Rural Affairs Committee on opportunities to respond to housing needs and improve administrative effectiveness through potential amendments to RDCK Planning Procedures and Fees Bylaw No. 2457, as described in the Committee Report "Planning Procedures and Fees Bylaw Amendments", dated August 2, 2023.
Campground Bylaw Review	19-04-2018	Initiative began to investigate regulatory options for park model trailers within the RDCK, but has expanded to consider ways to better regulate developments where multiple RV sites are created. This is especially relevant in the proliferation of shared interest

		<p>developments in unzoned areas where there is concern for health and safety of these developments.</p> <p>Resolution 36/20 establishes policy regarding CSA Z241 Park Model Trailers.</p> <p>No further work has been done on this project due to staff being fully engaged on other Board-directed projects on the work plan.</p>
Area H North OCP Review	16-04-2020	<p>In April 2020, the Board passed resolution 279/20, which directs staff to include the review of the Area H North Official Community Plan, with the potential of having a Comprehensive Land Use bylaw, in their work plan.</p> <p>April/May 2022 - Staff completed open houses in New Denver and Hills.</p> <p>Anticipating re-activating project in 2023, as directed.</p>
Area D Community Planning	17-02-2022	<p>Project follows up on completed work in 2022 wherein land use planning discussions held (virtually) for most communities in Area D.</p> <p>Feb 2022 Resolution 149/22 directed staff to continue the next phase of community planning for Area D in 2022 with a specific focus on the Kaslo Corridor; Woodbury; Schroeder Creek; Mirror Lake (including Amundsen Road); and the Allen subdivision, and other communities interested in zoning.</p> <p>Direction from Board needed to prioritize Planning Services work plan items.</p>
Flood Hazard Policy/Regulations Update	01-11-2020	<p>Project follow up on region wide assessments to update existing flood mapping done in 2019. Intention is to bring to the Board for consideration a series of amendments to mapping in the floodplain management bylaw for those clearwater flood areas that were most recently updated. Staff intent to investigate other tools available to local governments to address flood hazards such as hazardous condition development permit areas.</p> <p>Next step is to develop a work plan to be brought to RAC/Board for consideration to address other insight from the RDCK Floodplain and Steep Creek Study.</p>
Playmor Junction Zoning Bylaw	20-02-2020	<p>In February 2020 the Board passed resolution 121/20, which directs staff to include the development of a zoning bylaw for Playmor Junction Area to their work plan.</p> <p>Subsequent direction from the Director was to suspend further work on the project until early 2023. Staff to work with Area Director to map out scope and timing of project.</p>
Area E OCP Expansion	21-05-2020	<p>In 2020 through resolution 375/20 the Board directed planning staff to expand the Electoral Area E Official Community Plan to include the south border of the City of Nelson to Ymir Road.</p> <p>This project should be re-evaluated in terms of Board priorities for Planning Services to determine if still desired and if so when. Results from previous survey results were</p>

		polarized and further engagement would be needed prior to pursuing further. Board resolution 363/22 to explore land use planning in other parts of Area E indicates that work of higher priority.
Area J OCP Review	07-07-2021	Area J to have its own OCP. Project is in the queue for after the completion of Area I's OCP. Regional planning ongoing.
Housing Action Plan	20-05-2021	Project follows on completion of Housing Needs Assessment for RDCK and member municipalities in 2020 and direction from Board to undertake a Housing Action Plan Kickoff meeting with staff held July 7, 2022 Board Workshop hosted Jan. 17, 2023 Housing Action plan endorsed at the May 2023 Open Board meeting. Planning Services is currently working on implementation of prioritized action items - ongoing July 2023 - UBCM accepted final report on project and will send remaining 50% of \$25K total, or \$12,500.
Area E Community Planning	19-05-2022	In 2022 through resolution 363/22 the Board directed staff to continue the next phase of community consultation for Area E as a follow up to the "Open Houses on Land Use Planning" Project completed earlier in the year. This work would be focused where survey results indicated that there is strong interest in pursuing land use planning or more information about land use planning was desired, with a specific focus on the following unincorporated communities: Redfish Creek to Liard Creek (Including Grandview); Longbeach; Harrop; and Proctor.