

## DISTRICT OF SOOKE

Committee of the Whole Minutes  
Meeting held March 21, 2011 at 7:00 p.m.  
Council Chamber, 2225 Otter Point Road

---

### COUNCIL PRESENT

Mayor Janet Evans  
Councillor Sheila Beech  
Councillor David Bennett  
Councillor Bev Berger  
Councillor Ron Dumont  
Councillor Herb Haldane  
Councillor Maja Tait

### STAFF PRESENT

Evan Parliament, Chief Administrative Officer  
Bonnie Sprinkling, Corporate Officer  
Sue-Lin Tarnowski, Deputy Director of Finance  
Gerard LeBlanc, Planner  
Al Fontes, Manager of Operations  
Steve Sorensen, Fire Chief  
Lisa Urlacher, Council Clerk  
Katherine Lesyshen, Planner  
Tara Johnson, Planner  
Laura Byrne, Engineering Technologist

#### 1. Call to Order

The meeting was called to order at 7:00 p.m.

#### 2. Approval of Agenda

**MOVED** to approve the agenda with the addition of Parks and Trails Maintenance and Services Contracts.

**CARRIED**

#### 3. Draft Zoning Bylaw

Gerard LeBlanc introduced Bev Suderman and Chris Hall from Island Planning Services Consortium.

Chris Hall provided an overview of the process as to the development of the new Sooke Zoning Bylaw and explained the intent of the document as a key technical tool for implementation of the Official Community Plan (OCP). Mr. Hall advised that there are specific areas where further work will be needed to fully achieve the OCP and new bylaw intent; whether these areas are something to change now or grow into as a community.

The following is a summary of the key features of the new zoning bylaw:

- Introduction of a user guide
- Reduced the number of zones
- Consistent terminology, language and phraseology
- Re-organized general regulatory information

The following is a summary of the key policy direction:

- Addition of new zones
- Directing density to the Town Centre and the Sewer Specified Area
- Create minimum frontages in all zones
- Neighbourhood Commercial Zone reflects OCP requirements
- Manufactured Home Park zone upgrades
- Integration of food security, rainwater mgmt and green technologies

- Range of agricultural zones
- New Technical Industrial Business Park zone
- Provision for a variety of housing types within residential zones

The following is a summary of the specific areas where future work will be needed:

- Amenity policy needs refining
- Update subdivision bylaw
- Town centre parking tools
- Restriction of Commercial sizes (allowing large format retail – such as grocery store- without permitting “Big Box” stores
- Implementation of the agricultural strategy

Bev Suderman clarified the next steps:

- Community consultation – on-line survey and, 3 open houses
- Report back to the Committee of the Whole on April 26, 2011
- Agency referral and legal review
- Report back to the Committee of the whole – Late May
- Formal adoption process in June

Ms. Suderman explained that that the Zoning Bylaw Technical Review Committee has held two meetings; the first to identify what is working within the document and what is not from a readers view, and the second to review the preliminary draft.

Council discussed:

- Opportunities for public consultation – the Committee asked that paper questionnaires be available in addition to the on-line survey - it was noted that media coverage in regards to an over- the- counter survey will be released and that the paper questionnaire will be made available ahead of time
- Non-conforming – restaurants have been removed from Marina and there are two rental categories; equipment storage rental and Heavy duty storage
- Suite definitions and parking concerns – the consultants will bring forward a revision to the parking standards for suites
- Clarification of attached suites and detached suites
- General setback increases
- Crown Leases in the Whiffin Spit area – residential or commercial? The consultants will investigate.
- Building height in regards to alternative energy sources
- Electrical requirement for electric cars
- Live/Work dwelling clarification where business is the primary
- Home based business where home is the primary (can only sell your own work)
- Recession plane policy direction - water view or sunlight – not applicable to all 4 sides – requires policy direction
- Clarification as to the number of boarder and lodgers (up to 5 unrelated people)
- Swimming pool fencing - structure only enforceable
- Manufacture home, mobile home, modular home definitions – consultants will provide clearer definitions
- Encouragement to create Mobile Home Parks
- Height for singe family reduced from 13 to 12
- CD zones that are negotiated for specific properties

- Windmill are all based on saving energy - consultants will bring forward information within urban areas
- Campground maximum stay of 30 days – consideration of 90 days with an issued building permit
- Parking in the commercial centre
- Definition of height with structures on water - consultants will add an illustration
- Encouraging a walk able community
- Collection of money for the parkades
- MOT sidewalk relaxation to reduce parking requirements - arrangement with merchants
- Living fences - question at open house “what do you think about living fences?”
- Clarification as to greenhouses being “silent”

Dyck Thut, Resident, commented on the proposed round-about.

Gail Hall, resident expressed concern regarding tent lots and the comprehensive zone, concern about rural zones lumped together, concern about agriculture for everyone and suggested horticulture as an alternative in the permitted uses, concern in regards to an attached schedule to the bylaw as it may not meet regulatory standards.

The Committee was asked to provide their notes to staff.

**MOVED** to recommend to Council that the draft Sooke Zoning Bylaw as amended be presented to the public for review and consultation.

**CARRIED**

4. **Parks and Trails Maintenance and Services Contracts**

Laura Byrne provided an explanation of the division of three smaller contracts. The request for quotes will be posted on the District of Sooke website, Civic Info and advertised in the Sooke News Mirror. In addition, persons who have expressed an interest in the past will be notified. The deadline is April 1, 2011 will be brought forward to Council.

**MOVED** to receive the Parks and Trails Maintenance and Services Contracts report for information.

**CARRIED**

5. **Adjournment**

The meeting was adjourned at 9:02 p.m.

**Certified Correct:**

---

**Janet Evans**  
Mayor

---

**Bonnie Sprinkling**  
Corporate Officer