



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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**COUNCIL STRATEGY COMMITTEE  
OF THE VILLAGE OF LIONS BAY  
HELD ON TUESDAY, MARCH 7, 2017 at 3:00 PM  
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

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**MINUTES**

In Attendance:

Council: Mayor Karl Buhr  
Councillor Fred Bain  
Councillor Jim Hughes  
Councillor Ron McLaughlin

Staff: Chief Administrative Officer Peter DeJong  
Office Coordinator Shawna Gilroy (Recorder)

Guests: Planning Consultant, Steven Olmstead

Public: 0

**1. Call to Order**

Mayor Buhr called the meeting to order at 3:00 p.m.

**2. Approval of Agenda**

Moved/Seconded

THAT the agenda be approved as submitted.

**CARRIED**

**3. Public Participation**

None

**4. Minutes**

A. Council Strategy Committee Meeting – February 21, 2017

Moved/Seconded

THAT the Council Strategy Committee Meeting Minutes of February 21, 2017 be approved as circulated.

**CARRIED**

**5. Business Arising from the Minutes**

None

**6. Unfinished Business**

**A. Proposed Revisions to Draft Zoning Bylaw based on Public Information Meeting and Council Feedback – Planning Consultant, Steven Olmstead**

Council discussed the revisions made to the draft Zoning Bylaw with Steven Olmstead, such as Short Term Rental Temporary Use Permits, Detached Secondary Suites or Cottages, Water Zoning, Density Bonusing, Storage of Commercial and Industrial Vehicles and Equipment, and proceeded to go through the bylaw to make further revisions before bringing to first reading on March 21, 2017. Steven Olmstead discussed the timeline for the next Public Information Meeting, Public Hearing, readings and adoptions.

Moved/Seconded

THAT the Information Report, “Proposed revisions to draft Zoning Bylaw based on Public Information Meeting and Council Feedback” be received.

**CARRIED**

Moved/Seconded

1. THAT it be recommended to Council the applications for short term rentals be considered on a case by case basis for temporary use permits;
2. AND THAT it be recommended to council that Council adopt a policy that applications for short term rental temporary use permits be evaluated for consistency with the following recommended conditions:
  - a. The short term rental unit must be the short term rental operator’s primary residence (confirmation of which is to be required annually). [Or, could be a requirement that the operator be in residence there while the business is being run.]
  - b. If the short term rental operator is not the property owner, the operator must provide the Village with the owner’s authorization to carry on the short term rental business.
  - c. No more than five guest rooms with two guests each.
  - d. Off-street parking space requirements will be determined on a case by case basis.
  - e. No signs shall be permitted.
  - f. TUP shall specify quiet times between the hours of 10 pm and 8 am.
  - g. Operator contact information must be provided to neighbours within a 50 metre radius of the subject property of the short term rental.
  - h. If within a strata unit, the bylaws of the strata corporation must permit STR’s and the strata council must provide authorization of the TUP application.

- i. Security in the form of an irrevocable letter of credit or similar instrument in an amount (e.g. \$10,000) to be determined by Council will be required in conjunction with issuance of a TUP.
  - j. Temporary use permits for short term rentals should not exceed a period of one year, initially.
  - k. Short term rentals will not be permitted if the premises contain a child home care business.
  - l. [Other considerations such as restrictions on the rental or use of personalized watercraft, etc.]
3. AND THAT it be recommended to council that, subject to legal review, a density bonus provision be included in the new RS-1 (Residential - Single Detached) zone to allow for cottages of up to 115 m2 on lots having an area of at least 1,000 m2, subject to a covenant being registered on title that prohibits registration of a strata plan and restrict use of the cottage the owner, members of the owner's family and tenants.
  4. AND THAT it be recommended to Council that provisions be included in the new W-1 (Water – Residential Foreshore) zone to limit overnight accommodation on vessels to three nights every 30 days,
  5. AND FURTHER THAT it be recommended to Council that outdoor parking or storage of one commercial or industrial vehicle or piece of equipment be permitted to a maximum of 7,000 kilograms gross vehicle or operating weight.
  6. AND THAT it be recommended to Council that Staff be authorized to begin the process of an application for license and occupation/lease for the foreshore adjacent to all public parks.

**CARRIED**

7. **Reports**  
None
8. **New Business**  
None
9. **Public Questions & Comments**  
None
10. **Adjournment**  
Moved/Seconded

THAT the meeting be adjourned.

**CARRIED**

*The meeting was adjourned at 6:00 p.m.*

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Mayor

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Corporate Officer

Date Approved by Council:	April 4, 2017
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