

TOWN OF LAKE COWICHAN

Minutes of Advisory Planning Commission
held on April 24th, 2025, at the Council Chambers, located at 39
South Shore Road, Lake Cowichan, BC.



PRESENT: Bill Garrett, Chair
Duncan Brown
Karmen Cozens
Stephanie Harper

REGRETS: Vicki Pauze (left meeting at 4:15 pm)

ALSO PRESENT: Councillor Kristine Sandhu
Brigid Reynolds, Contract Planner

1. CALL TO ORDER

The meeting was called to order by the Chair at 4:00 pm.

2. APPROVAL OF AGENDA

No. APC.12/25
Agenda

(a) Moved: Karmen Cozens
Seconded: Vicki Pauze
that the agenda be approved, as amended with unanimous consent to
allow for Don Raymond and Ryan Whittaker to be given delegation status.
CARRIED.

3. ADOPTION OF MINUTES

No. APC.13/25
Minutes

(a) Moved: Stephanie Harper
Seconded: Vicki Pauze
that the minutes of the meeting held on March 27th, 2025, be approved.
CARRIED.

5. DELEGATIONS AND REPRESENTATIONS

The Delegation Item was brought forward.

Brigid Reynolds, Contract Planner, gave a brief introduction of the issue.

Don Raymond talked to the APC about the implications of the bylaw changes to the traditional urban R3 zone, specifically the setbacks of 6.1 m to the garage face and 4.5 m to the front face of the dwelling. The change is costing people because they must redo their drawings, there was no advance notice of the change, he doesn't agree that the building form because there is wasted space.

Ryan Whittaker reiterated that the changes are going to be very expensive for him with trying to build his home.

Mr. Raymond and Mr. Whittaker left the meeting

Committee moved Item 7(b) discussion regarding Traditional Urban - R-3 zone forward after the delegation.

Discussion points included:

- the goals of Bill 44;
- amending a bylaw so soon after it was adopted;
- the various possible options that include not recommending any changes to the bylaw;
- amending the bylaw; and
- people can apply for a Development Variance Permit (DVP)

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No. APC.14/25 Recommendation to Council Moved: Stephanie Harper
Seconded: Duncan Brown
that the Commission recommend to Council that individuals be required to make application for a Development Variance Permit for their specific circumstances.

CARRIED.

4. BUSINESS ARISING AND UNFINISHED BUSINESS

(a) Duncan Brown gave a presentation regarding attainable housing, statistics on School District, possible Federal housing programs and the feasibility of using Town lands for an attainable housing project.

No. APC.15/25 Rescind Motion (b) Moved: Bill Garrett
Seconded: Stephanie Harper
that the Commission rescind the February 27th, 2025 motion APC.09/25 on "Code of Conduct" for Advisory Planning Commission.

CARRIED.

No. APC.16/25 Recommendation to Council (c) Moved: Stephanie Harper
Seconded: Karmin Cozens
that the Commission recommend to Council that the Town of Lake Cowichan implement a training programme for all newly appointment Commission members.

CARRIED.

6. CORRESPONDENCE

None.

7. REPORTS

(a) The Commission members discussed 2024 dwelling statistics.

(b) Traditional Urban – R-3 Zone was discussed earlier in the meeting.

8. NEW BUSINESS

(a) The Commission members received their Commission binders, with thanks.

9. NEXT MEETING DATE

May 22nd, 2025, 4:00 pm.

10. ADJOURNMENT

The Chair declared the meeting adjourned at 5:30 pm.

Confirmed on the _____ day of _____, 2025.

Chair