



**Approving Officers Workshop  
Program Agenda, Tuesday, June 21, 2016  
Vancouver Island Conference Centre, Nanaimo**

**8:30 am WELCOME**  
**Facilitators: Approving Officers Committee Co-Chairs Brent Molnar, City of Langford and Ryan Smith, City of Kelowna**

**8:35 – EXOTIC SUBDIVISIONS**  
**10:00 am Facilitators: Brent Molnar & Ryan Smith**  
**Presenters: David Block, Director of Development Services, City of Terrace; Bill Buholzer, Partner, Young Anderson Barristers and Solicitors**

Topics to be discussed include:

- Leasehold subdivisions
- Corporate ownership with shareholder agreement regarding occupancy (including co-operatives)
- Undivided proportional interests with co-tenancy agreement
- Time share interests
- Air space subdivisions

**10:00 – LEGAL SESSION – EASEMENTS AND STATUTORY COVENANTS**  
**10:45 am Presenter: Bill Buholzer, Partner, Young Anderson Barristers and Solicitors & Guy Patterson, lawyer, Young Anderson Barristers and Solicitors**

When evaluating a subdivision application and preparation of a preliminary layout approval letter, approving officers often deal with the nature and use of easements and statutory (s. 219) covenants. Many subdivisions include the granting of these interests in land but there is often confusion. Bill Buholzer and Guy Patterson will present on which type of instrument to use to deal with a given issue, what are the basic registrability requirements for each type of instrument, what is the proper role for the local government as a party to the instrument, and how these interests in land are enforced?

**10:45 am BREAK**

**11:00 – LEGAL SESSION Continued**  
**11:45 am**

**11:45 am - LUNCH and GUEST SPEAKER**  
**1:15 pm Presenter: Mike Thomson, Surveyor General of BC, Land Title and Survey Authority of BC**

Learn about ParcelMap BC, a single, complete, trusted and sustainable electronic map of active titled parcels and surveyed provincial Crown land parcels in BC. The framework, which will be complete in summer 2017, will form a complete visual portrayal of parcels connected with information in the Land Title Register and Crown Land Registry.

The several disparate parcel fabrics in BC that exist today are maintained on a "best efforts" basis that does not address industry and government needs. Learn how ParcelMap Direct, scheduled to go live in June 2016, will enable local governments to download current cadastral maps of their local government and neighboring jurisdictions (for those geographic areas completed at that time).

Learn how municipalities can access the \$1.25 million BC Assessment ParcelMap BC Grant Program to partially offset costs associated with local government adoption of ParcelMap BC. Integrated Cadastral Information Society, which is administering the grant program, is expected to begin to release the funds in June 2016.

**Concurrent Sessions 1:20 – 2:20 PM**

**FUN WITH STRATAS**

**Facilitator: Ryan Smith**

**Presenter: Anne Berry, Director of Planning & Community Services, District of North Saanich**

Topics to be discussed include:

- Strata Developments and implementing a phase strategy
- Application of 5% cash-in-lieu of parkland
- Phased bareland stratas
- Form P's and Form P amendments – in detail
- Utility easements and phased stratas

Participants are encouraged to bring their own specific issues and questions on strata subdivisions for discussion.

**LATECOMER AGREEMENTS**

**Facilitator: Brent Molnar**

**Presenters: Bill Buholzer & David Block**

Latecomer agreements and their applicability are a source of confusion. This breakout session will provide a discussion of the legislative foundation for latecomer agreements and walk participants through concrete examples and explanations of why and how latecomer agreements apply. Participants are encouraged to bring their own examples and questions for discussion.

**2:20 pm BREAK**

**2:35- SOIL STABILITY HAZARDS - RISK & SAFETY ANALYSIS**

**3:50 pm Facilitator: Brent Molnar**

**Presenters: Calum Buchan, Principal and Senior Geotechnical Engineer, WSP Canada Inc. & Glen White, Manager of Land Development, City of Chilliwack**

Approving officers often deal with subdivision applications in areas with soil stability concerns or hazards. What are the risks and what is the responsibility to ensure safety when considering such proposals? Who sets the level and what role does the approving officer play? Setting specific minimum requirements for geotechnical reports, including approval of the grading plan, and the use of independent review to assess the completeness of the geotechnical report, are tools for consideration when assessing the acceptability of a proposed development in sloping areas. Using specific examples, presenters Calum Buchan and Glen White will lead a discussion about the critical area of risk and safety and their applicability to the work of approving officers.

**3:50- NANAIMO CASE STUDY – COAL MINE SUBSIDENCE**

**4:30 pm Presenters: Poul Rosen, Senior Manager of Engineering & Dean Mousseau, Manager of Subdivision and Deputy Approving Officer, City of Nanaimo**

The City of Nanaimo's roots are in the coal mining industry. This past is reflected in alterations to the land and the City has to consider coal mine subsidence, or slipping of land due to underground mining activities, as it considers development and subdivision. The City has done extensive work mapping and monitoring this issue. Using real examples, Poul Rosen and Dean Mousseau will discuss the extent of the problem, how it affects the City and the challenges facing review of subdivision applications in the areas of the City with the former coal mine workings.