



DATE OF MEETING: May 21, 2020
TO: North Pender Island Local Trust Committee
FROM: Robert Kojima, Regional Planning Manager
Southern Team
COPY: Phil Testemale, Planner 2
Narissa Chadwick, Island Planner
SUBJECT: LUB Review Project – Discussion Papers

PURPOSE

This memo introduces two discussion papers for the LUB Review Project and updates the LTC on the status of the project.

The project was identified by LTC in late 2019 and the project charter was endorsed in January (project charter attached). The objective of the project is to implement Official Community Plan (OCP) policies through amendments to the Land Use Bylaw (LUB). The project encompasses 7 topic areas:

1. Residential floor area review.
2. Conservation subdivision review.
3. Tourist Commercial regulation review.
4. Marine shoreline regulations review.
5. Agricultural regulations amendments.
6. Industrial regulation review.
7. Minor and technical amendments

For the initial phase (Feb – June), the project charter identifies that staff will undertake a review of the topics and issues, and prepare background material and options for consideration. For the May 21st meeting agenda staff have prepared discussion papers on two topics: Residential Floor Area and Industrial Land Uses. There is also background on the Conservation Subdivision topic available on [the previous projects webpage](#) from 2013-14 (staff will also be compiling and summarizing this information). The purpose of the discussion papers is to provide policy and regulatory context, identify issues with the current regulations, and provide some options that can potentially be implemented through LUB amendments.

NEXT STEPS

At this point, the LTC can receive the discussion papers, and should identify if there is any additional information that should be added or areas that should be expanded upon.

Additional background work on the other topic areas is scheduled for receipt at the next LTC meeting. Staff are optimistic that most of the analysis can be completed by the next meeting, but the LTC should be aware that the southern team is short one Island Planner position until mid-July, which may affect the project timeline

Once the background analysis phase of the project is complete, the LTC will be asked to consider consultation options in detail. Options for consultation are currently uncertain due to the Covid-19 emergency.

As the LTC receives discussion papers, they will also be posted to the project webpage.

Submitted By:	Robert Kojima, Regional Planning Manager	May 14, 2020
---------------	--	--------------

ATTACHMENTS

1. Project Charter

OFFICIAL COMMUNITY PLAN IMPLEMENTATION – Project Charter v1

North Pender Island Local Trust Committee

Date: January 30, 2020

Purpose: project to consider implementation of a OCP policies through amendments to the Land Use Bylaw

Background: The current OCP was adopted in 2007. Subsequently a number of amendments have been made to both the OCP and LUB that implemented some policies in the OCP, however there has not been a comprehensive review of the Land Use Bylaw to implement all relevant policies and initiatives in the OCP, nor to update the LUB for technical and minor amendments.

Objectives

To amend various regulations in the LUB to implement policies in the OCP, to address legislative changes, and to make technical and other minor amendments to the LUB

In Scope

Amendments to LUB regulations based on OCP policies and technical and minor LUB amendments.

- Residential dwelling floor area
- Lot clustering through conservation subdivision
- Tourist commercial zoning amendments
- Marine and shoreline zoning
- Agricultural amendments relating to ALR Act or Regulation changes
- Industrial zoning regulation amendments
- Minor or technical amendments
- Amendments to regulations to implement climate change policies added to OCP in 2010
- Bylaw formatting consistent with model LUB
- Consequential amendments to the OCP if required to fully implement in-scope regulatory changes

Out of Scope

- Substantive policy amendments to the OCP
- Significantly amended or new Development Permit Areas
- OCP mapping amendments establishing new land use designations
- Substantive regulatory changes to the LUB not identified in current OCP policies

Workplan Overview

Deliverable/Milestone	Date
Project charter endorsed	January 2020
Staff research and analysis of options, preparation of background documents, reports and discussion papers	Feb – June 2020
LTC review of background material and consideration of public consultation options	June 2020
First Nations engagement	June – Nov 2020
Public consultation (scope, extent and timing to differ for topic areas), early referrals	July – Nov 2020
LTC review of consultation results and consideration of amendment options	Jan – Feb 2021
Preparation of draft bylaw (blackline and new format)	Mar – May 2021
LTC Consideration of draft bylaw	May 2021
Community Information meetings / agency and First Nations referrals	June – Aug 2021
Legislative Process (longer if OCP amendments required)	Sept – Dec 2021

Project Team

Robert Kojima	Project Sponsor
TBD	Project Manager
Phil Testemale	Planning support
Lisa Wilcox	Intergovernmental rel.
Maple Hung/Jas Chonk	Admin Support
Jackie O'Neill	Mapping Support
RPM Approval: Robert Kojima Date: January 20, 2020	LTC Endorsement: Resolution #: Date: Jan 30, 2020

Budget

Budget Sources: LPS Project budget		
Fiscal	Item	Cost
2020-21	Public consultation	\$1000
2020-21	First Nations consultation	\$1500
2020-21	Legal / contingency	\$1500
2020-21	Total (2020-21)	\$4000
2021-22	Consultation, legislative process	\$3000