



MEMORANDUM

File No.: 6500-20
(NP LUB Review Project)

DATE OF MEETING: October 29, 2020

TO: North Pender Island Local Trust Committee

FROM: Kim Stockdill, Island Planner
Southern Team

COPY: Robert Kojima, Regional Planning Manager

SUBJECT: LUB Review Project Update

PURPOSE

The purpose of this memo is to provide the North Pender Island Local Trust Committee (LTC) an update on the Land Use Bylaw (LUB) Review Project.

Consultation:

To date the LTC has completed two Community Information Meetings (CIM) regarding the LUB Review Project. An electronic CIM was held on September 19th, 2020 to discuss the topic of Maximum Floor Area with a total of seven attendees. The second CIM was held on October 3rd, 2020 with the topic of Industrial Regulations review with a total of ten attendees. The third CIM is scheduled for October 24th (Agriculture topic) and fourth CIM for November 7th (for other topics: Conservation Subdivision Review, Tourist Commercial Regulation Review, Shoreline Regulations Review, and Minor Technical Amendment).

As shown in the attached Project Charter, the project is in the stage of early public consultation and referrals. The information gathered from the CIMs and correspondence will help determine how the LTC may wish to proceed with amendments to the LUB for each topic. The project timeline states that draft bylaws should be presented by mid-Spring and further consultation for the draft bylaws will commence next summer (June to August 2021).

Joint LTC Meeting:

The North Pender and South Pender Trustees have expressed an interest in holding a joint LTC meeting in order to discuss project topics; specifically maximum floor area regulations. There has been interest from the LTCs to have a consistent approach with siting regulations in the North Pender and South Pender Land Use Bylaws. If the North Pender LTC wishes to schedule such a meeting, staff suggest the LTC consider holding an electronic Special Meeting via Zoom in conjunction with the South Pender LTC in December 2020 or January 2021.

NEXT STEPS

Continue with public consultation and early referrals. Staff will report back with a summary of comments in early 2021 and with next steps for the project.

Submitted By:	Kim Stockdill, Island Planner	October 20, 2020
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Concurrence:	Robert Kojima, Regional Planning Manager	October 21, 2020
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Attachment:

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