

Denman Island Housing Review Project - Charter v2

Denman Island Local Trust Committee

Date: July 19, 2022

Purpose: Through the use of a consultant, engage the APC, community members and stakeholders to assist in identifying necessary updates to the Denman Island Official Community Plan and Land Use Bylaw to increase housing options for affordable and attainable housing. Develop recommendations for policy and regulatory amendments that will minimize impacts of housing generally to better protect the environment while supporting equity, diversity and inclusion.

Background: Low diversity of housing types on Denman Island and low rental vacancy are the prominent housing challenges on Denman Island. The Denman Island Local Trust Committee initiated a budget request in 2021 for a consultant to conduct public engagement related to housing on Denman island and Trust Council approved \$13,500 for the 2022/23 fiscal. An additional estimated \$8,000 will be required in fiscal 2023/24 to develop the necessary bylaw amendments and conduct the legislative and legal review to complete the project.

Objectives

Meaningful engagement with First Nations, residents, title holders, local organizations and external agencies to explore possible policy updates to the Official Community Plan and regulatory improvements to the Land Use Bylaw that strengthen housing options across the island.

In Scope

Secure a contractor to design and facilitate a community engagement process to explore the following topics:

- Recommendations in the 2018 Islands Trust Northern Housing Needs Assessment;
- Section 473 of the Local Government Act regarding housing policies;
- Secondary suite, secondary dwelling and travel trailer regulations;
- Distributed square footage or similar approaches.
- Review of land use designations or zoning categories;
- Regulations to limit the gross floor area of a dwelling or dwellings.

Out of Scope

- Review of Development Permit Areas.
- Review of housing on parcels in the Agricultural Land Reserve (*in-scope for Farming Regulations Review Project 2022/23*).

Workplan Overview

Deliverable/Milestone PHASE 1	Date
Planning staff to finalize consultant contract	May-July 2022
Consultant to co-develop engagement plan with Advisory Planning Commission for LTC endorsement	Summer-Fall 2022
Consultant and Island Planner to coordinate and facilitate First Nation consultation	ongoing
Mapping, data analysis and administrative support for public engagement	ongoing
Public Engagement (surveys, workshop, focus group meetings or combination as determined by plan)	Winter 2022/23
Consultant present final report of recommendations to LTC	March 2023

Project Team

<i>Island Planner</i>	<i>Project Manager</i>
<i>Consultant</i>	<i>Project Lead</i>
<i>Advisory Planning Commission</i>	<i>Early engagement resource for consultant</i>
RPM Approval: <i>Robert Kojima</i> Date: April 29, 2022	LTC Endorsement: Resolution #: 2022-xxxx; 2022-0xxx Date: July 19, 2022

Budget

Budget Sources:		
Fiscal	Item	Cost
2022/23	Consultant	\$10,000
	First Nations Consultation	\$2500
	Mapping, data analysis, admin	\$1000
	Total	\$13,500