

Hornby OCP and LUB Review Project - Charter v 2.2

Hornby Island Local Trust Committee

Endorsement Date: *September 8, 2023*

Purpose: To review and update the Hornby Official Community Plan (OCP) policies and Land Use Bylaw (LUB) regulations to increase housing options, restrict short term vacation rentals in residential zones and update First Nations references in the OCP.

Background: The Local Trust Committee (LTC) prioritized a “Comprehensive OCP/LUB Review” project in 2021 and requested the Hornby Island Advisory Planning Commission to provide recommendations for OCP and LUB amendments related to four specific topics. The APC spent much of 2021 and early 2022 meeting and providing recommendations regarding amendments. A consultant was hired in 2022 and prepared a report of final recommendations for LTC consideration of next steps in the 2023/24 fiscal year. In May 2023 the LTC confirmed the scope and purpose of the project as updated policies and regulations related to secondary suites/dwellings, prohibiting new short term vacation rentals and updating First Nations references in the OCP.

Objectives

Amend the Hornby Island OCP and LUB by incorporating select recommendations of the Hornby Island Advisory Planning Commission; consultant’s recommendations and public feedback to restrict short term vacation rentals; increase housing options and update First Nations references.

In Scope

- Draft OCP and LUB Bylaw amendments:
 - o Supporting cooperative and purpose built rental housing;
 - o Supporting rezoning applications for ‘Large Lot Residential’ parcels to multi-family development for residential rental tenure;
 - o Permitting secondary suites in all small lot zones within the principle dwelling where septic capacity allows and sufficient groundwater is available;
 - o Permitting secondary suites or attached/detached secondary dwelling on lots over 2ha where septic capacity allows and sufficient groundwater is available;
 - o Prohibiting new short term vacation rentals (STVRs) as an outright permitted use in residential zones;
 - o Designating all small lots in the Galleon and Sandpiper area as within the heavily developed aquifer (IA).
- Updating OCP language, references to include First Nations.
- Add the Islands Trust Reconciliation declaration to the OCP.
- Develop a system to monitor the rate and use of STVRs.

Out of Scope

Public engagement beyond legislative requirements (one major community information meeting and one minor CIM immediately prior to the public hearing).

Deliverables

- One OCP Amendment Bylaw specific to First Nations references;
- One OCP amendment specific to housing and short term vacation rentals;
- One LUB Amendment Bylaw specific to housing and short term vacation rentals.
- Develop a vacation home rental monitoring program to monitor the rate and use of STVRs on the island.
- Post Bylaw adoption community communication materials.

Workplan Overview

Deliverable/Milestone	Date
Project Charter Endorsed - COMPLETED	<i>June, 2022</i>
Execute Consultant Contract - COMPLETED	<i>August, 2022</i>
First Community Workshop - COMPLETED	<i>October, 2022</i>
Second Community Workshop - COMPLETED	<i>Winter, 2022/23</i>
Consultant Report on Workshops and Recommendations for Bylaws - COMPLETED	<i>Spring, 2023</i>

LTC endorsement of project charter - COMPLETED	<i>June and Sept 2023</i>
Staff to begin engagement with K'omoks; prepare three draft bylaws (2 OCP; 1 LUB)	Summer/Fall 2023
Draft Bylaws presented to LTC for consideration of First Reading or referral to APC for comment	Fall/Winter 2023
1 st Reading of bylaws and referral to First Nations, agencies, APC and community groups	Winter 2023/2024
Community Information Meeting following referral submissions/2 nd Reading of bylaws	Winter 2024
CIM/Public Hearing – END OF FISCAL	March 2024
3 rd Reading and forward to EC and Ministry	Spring 2024
Adoption	Summer/Fall 2024

Project Team	
<i>Island Planner</i>	Project Manager/ bylaw drafting
<i>Legislative Clerk</i>	Legislative Process / Bylaw Review
RPM Approval: Renee Jamurat, RPM June 2023	LTC Endorsement: Resolution #: 10-Jun-22; 9-Sept-22; Jun 16-23; Sep 8-23

Budget		
Budget Sources: TC Line Item Budget allocation		
2022/23	Consultant Contract	\$13,450 SPENT
2022/23	Minute-Taker	\$600 SPENT
2023/24	K'omoks First Nation Engagement/Capacity Funding	PENDING
2023/24	Community Information Meeting after 1 st reading	\$1,000
2023/24	CIM/Public Hearing after second reading	\$1,800
	Total up to	\$15,000