

# Hornby OCP and LUB Review Project - Charter v 2.4

Hornby Island Local Trust Committee

Endorsement Date: *Mar 21 2025*

**Purpose:** To review and update the Hornby Official Community Plan (OCP) policies and Land Use Bylaw (LUB) regulations to increase housing options, regulate vacation rentals in residential zones through Temporary Use Permits and incorporate First Nations engagement recommendations.

**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 April 2024 the LTC confirmed the scope and purpose of the project to: 1) update policies and regulations related to secondary suites/dwellings, regulating short term vacation rentals through the use of Temporary Use Permits and other minor amendments; and 2) updating the OCP and LUB to better address the First Nations concerns and interests regarding land use planning on Hornby Island.

## Objectives

Amend the Hornby Island OCP and LUB by incorporating select recommendations of the Hornby Island Advisory Planning Commission; consultant’s recommendations; targeted engagement with First Nations and comprehensive public input.

Update the Suitable Land Analysis dataset for Hornby Island with First Nations input and locally available environmental data.

## In Scope

- Updating OCP language, references to include First Nations and incorporate First Nations recommendations for policy and regulatory updates.
- Add the Islands Trust Reconciliation declaration to the OCP.
- 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 vacation rentals as an outright permitted use in residential zones and requiring a valid Temporary Use Permit;
  - o Designating all small lots in the Galleon and Sandpiper area as within the heavily developed aquifer (IA).
  - o Update PU(a) zone to include community housing.
  - o Explore option to exclude cisterns from all setback requirements.
  - o Explore options to amend residential zoning to permit keeping of chickens for personal/commercial use and prohibit keeping of roosters.

## Out of Scope

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

## Deliverables

- **2025:** One OCP and one LUB amendment specific to updating regulations for vacation rentals, chickens in residential zones and cisterns in setbacks;
- **2024-2026:** Comprehensive First Nations Engagement Process
- **2025/2026:** First Nations Engagement Summary Report. One OCP and one LUB Amendment Bylaw specific to First Nations engagement recommendations; secondary suites and secondary dwellings.
- **2025:** Enhanced Suitable Land Analysis Data
- **PENDING:** Post Bylaw adoption community communication materials.

Workplan Overview	
Deliverable/Milestone	Date
<i>Project Charter Endorsed - COMPLETED</i>	<i>June, 2022</i>
<i>Execute Consultant Contract - COMPLETED</i>	<i>August, 2022</i>
<i>First Community Workshop - COMPLETED</i>	<i>October, 2022</i>
<i>Second Community Workshop - COMPLETED</i>	<i>Winter, 2022/23</i>
<i>Consultant Report on Workshops and Recommendations for Bylaws - COMPLETED</i>	<i>Spring, 2023</i>
<i>LTC endorsement of project charter - COMPLETED</i>	<i>June and Sept 2023</i>
<b>Staff to participate in formal engagement with K’omoks and compile an engagement summary report for LTC consideration of potential policy and regulatory amendments to the Hornby OCP and LUB.</b>	<b>Spring 2024 – Fall 2025</b>
<i>Housing and vacation rental draft bylaws presented to LTC for consideration of First Reading. - COMPLETED</i>	<i>Summer 2024</i>
<i>Consider referral responses from First Nations, agencies, APC and community groups/public. Post Suitable Land Analysis data to project website- COMPLETED</i>	<i>March 2025</i>
Consider 2 <sup>nd</sup> Reading of vacation rental bylaws and scheduling Community Information Meeting and Public Hearing.	<b>May 16, 2025</b>
<b>CIM/Public Hearing for vacation rental bylaws.</b>	<b>Spring/Summer 2025</b>
3 <sup>rd</sup> Reading and forward bylaws to Executive Committee and OCP to Ministry of Housing for approval.	<b>Summer/Fall 2025</b>
Adoption of vacation rental bylaw amendments.	<b>Fall 2025</b>
<b>Staff to present final First Nations Engagement Summary Report to LTC for consideration of comprehensive amendments to OCP and LUB.</b>	<b>Summer/Fall 2025</b>
<b>Draft amending OCP and LUB bylaws and commence legislative review process (bylaw readings and adoption) deriving from LTC endorsement of First Nations engagement recommendations.</b>	<b>Summer 2025- Winter 2025</b>

Project Team	
<i>Island Planner (Regional Planning Team)</i>	Project Manager/ bylaw drafting
<i>Planner 2 – Hornby Island</i>	Bylaw drafting and legislative process
<i>Legislative Clerk</i>	Legislative Process / Bylaw Review
<b>RPM Approval:</b> Renee Jamurat, RPM June 2023; September 2023; April 2024; March 2025	<b>LTC Endorsement:</b> Resolution #: 10-Jun-22; 9-Sept-22; Jun 16-23; Sep 8-23; April 26-24; March 21, 2025

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	\$12,000 SPENT
2024/25	K’omoks First Nation Engagement Capacity Funding	\$25,000 SPENT
2025/26	-Public Hearing for OCP and LUB regarding vacation rentals -Legal review, Public Hearing for OCP and LUB changes incorporating First Nations recommendations	\$5,000 major project budget