

THE OCP PROCESS

WHAT IS THE TIMELINE & PROCESS ?

The OCP planning process takes place in phases over months or years depending on its complexity. Each phase includes community engagement activities and opportunities for review and comment. Professionals may be needed to undertake specific studies such as ecological, groundwater, steep slope or housing needs assessments.

There is also a formal, statutory process where the LTC considers adopting the OCP as a bylaw. This involves three readings and a public hearing. OCPs within the Islands Trust must also be reviewed and approved by the Islands Trust Executive Committee and Minister of Municipal Affairs and Housing before being considered for final adoption by the LTC.

Community input is needed through all phases of the OCP process. Furthermore, early and ongoing consultation with local First Nations is critical.

OCP Project Initiation

- Early engagement with community and local First Nations
- Policy/Gap Analysis (Evaluate existing OCP)
- Collection of background information (census data, professional reports)
- Preparation of technical background report

Community Dialogue

- Identification of issues + opportunities
- Visioning/Priority Setting
- Multiple community + stakeholder engagement opportunities
- Summarize input / community goals + objectives
- Preliminary Mapping

Draft OCP Preparation

- Preparation of draft Policies + Mapping
- Continued community + stakeholder engagement
- Refinement of Policies + Mapping
- Preparation of draft OCP Bylaw

OCP Bylaw Process

- 1st Reading
- Formal referral to agencies / First Nations
- 2nd Reading
- Public Hearing
- 3rd Reading
- Executive Committee review
- Ministerial review
- Bylaw adoption

WHY REVIEW OR MAKE CHANGES ?

The time scale which an OCP considers is typically about 30 years, but an OCP is normally reviewed and updated every five to eight years. As an OCP ages, it may fall out of step with Islands Trust policies, provincial legislation, or the community's evolving values and needs. The Local Trust Committee (LTC) may recognize this and initiate a targeted or comprehensive (full-scale) review of its OCP.

Ultimately, an OCP review is one way of ensuring that our land use reflects the vision and values of community members while providing stewardship of the Salish Sea territory, which we share with Indigenous peoples.



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OFFICIAL COMMUNITY PLAN GENERAL INFORMATION

INSIDE:

What is an Official Community Plan (OCP) ?

Why review an OCP?

How do the *Islands Trust Policy Statement* and BC
Local Government Act influence an OCP?



Islands Trust

OFFICIAL COMMUNITY PLAN

INPUT + CONSULTATION

WHAT IS AN OCP ?

The Official Community Plan (OCP) describes a community's vision and values, lays out a future land use plan to guide development and contains policies in key areas such as environmental protection, affordable housing, and transportation.

Under Section 875 of the *Local Government Act*, the OCP is described as a statement of objectives and policies to guide decisions on planning and land use management, within the area covered by the plan, respecting the purposes of local government (*the Local Trust Committee*).

An OCP may only provide policy on issues that are within the LTC's jurisdiction. For matters outside the LTC's jurisdiction, the plan may only:

"...STATE THE BROAD OBJECTIVES UNLESS THE MINISTER HAS REQUIRED OR AUTHORIZED THE LOCAL GOVERNMENT TO STATE A SPECIFIC POLICY"

THE LOCAL GOVERNMENT ACT [RSBC 2015] REQUIRES THAT OCPs INCLUDE STATEMENTS AND MAPS WITH:

The approximate location, amount, type (and density) of:

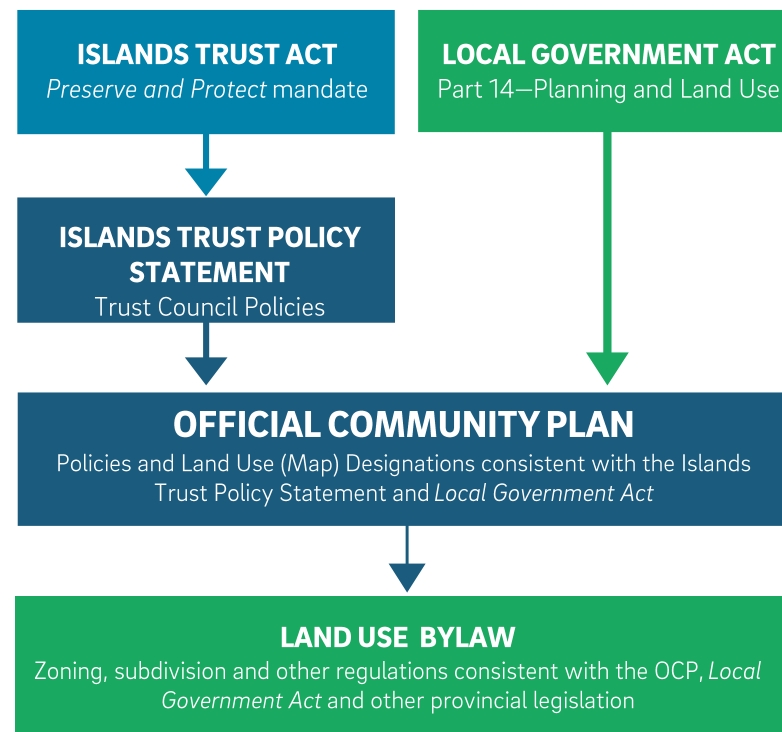
- residential development;
- commercial, industrial, institutional, agricultural, recreational and public utility land uses;
- area of sand and gravel deposits;
- land that is subject to hazardous conditions or that is environmentally sensitive to development;
- phasing of any major road, sewer and water systems;
- present and proposed public facilities, including schools, parks and waste treatment and disposal sites;

And other matters that may be required or authorized by the Minister including:

- housing policies of the local government respecting affordable housing, rental housing and special needs housing; and,
- targets for the reduction of greenhouse gas emissions.

HOW DOES THE OCP FIT IN?

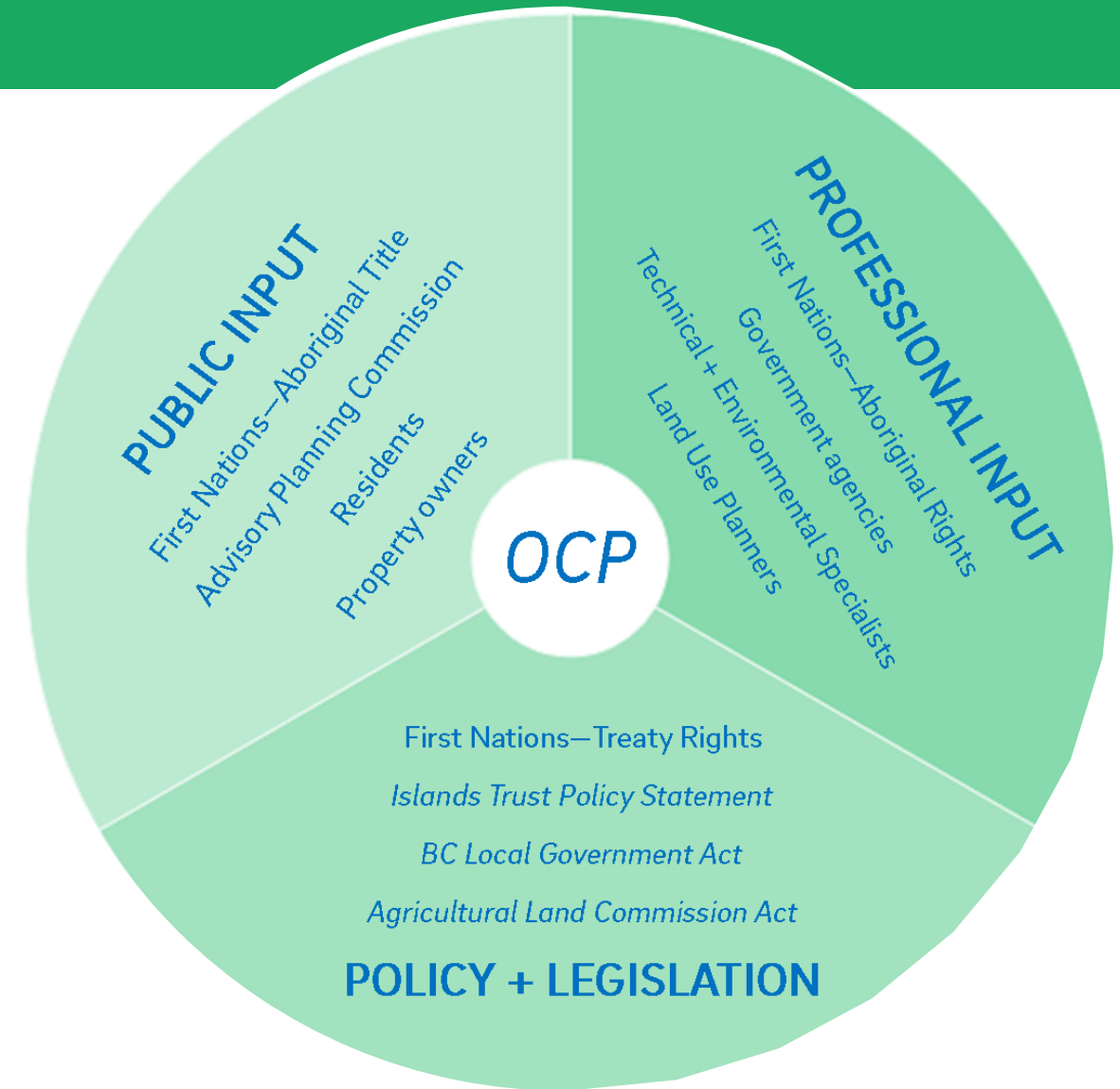
The OCP is not a stand-alone statement of policy. It belongs to an ecosystem of legislative and policy documents. Islands Trust policies and plans function together with BC provincial legislation, including the *Islands Trust Act*, *Local Government Act* and *Agricultural Land Commission Act* and other policies and regulations, to accomplish goals such as climate change adaptation and mitigation, environmental protection, and affordable housing.



THE ROLE OF THE ISLANDS TRUST POLICY STATEMENT:

The Islands Trust Policy Statement, adopted by Islands Trust Council, requires all OCPs to address:

- the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area;
- the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity;
- the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species;
- means to prevent further loss or degradation of freshwater bodies or watercourses and to protect aquatic wildlife.



GATHERING INPUT

As part of the development or review of an OCP, the Local Trust Committee must provide opportunities for consultation with persons, organizations and authorities that will be affected, for example:

- First Nations;
- Property owners and tenants;
- the council of any municipality adjacent to the plan area;
- the board of any regional district adjacent to the plan area;
- school district boards, greater boards and improvement district boards; and
- provincial and federal governments and their agencies.

The Local Trust Committee decides how it wishes to undertake consultation; this may include written referrals, open houses, community information meetings, workshops, focus groups, questionnaires, etc.