

# Raptor Nest Development Permit Area Review - Project Charter

North Pender Island Local Trust Committee

LTC Endorsement Date: July 28, 2023

**Purpose:** To review and update mapping of raptor nests on North Pender Island, and to review and update Development Permit Area designations and provisions as a Minor LTC Project.

**Background:** The current Raptor Nest DPA was adopted in 2008 based upon surveys conducted by local volunteers in 2005 and 2006 through the Wildlife Tree Stewardship initiative (WiTS). Nest trees were mapped with assistance of Islands Trust staff. An update of wildlife trees is needed as new nests are established and older ones abandoned. In addition DPA provisions should be reviewed and updated.

<b>Deliverables</b> <i>Updated mapping of wildlife trees consistent with Islands Trust mapping standards and with recent changes to the Professional Governance Act and regulations.</i>  <i>Revised DPA provisions</i>  <i>Amendments to OCP.</i>	<b>In Scope</b> <ul style="list-style-type: none"> <li>- Raptor nest tree mapping</li> <li>- Report by or endorsed by RP Bio</li> <li>- Review of Raptor Nest DPA</li> <li>- Community consultation on amendments</li> <li>- First Nations consultation</li> <li>- OCP amendment</li> </ul>	<b>Out of Scope</b> <ul style="list-style-type: none"> <li>- Other amendments to OCP or LUB</li> <li>- Other mapping or professional reports.</li> </ul>	<b>IAP2 Engagement Level:</b>  <input checked="" type="checkbox"/> <b>Inform</b> <input checked="" type="checkbox"/> <b>Consult</b> <input type="checkbox"/> <b>Involve</b> <input type="checkbox"/> <b>Collaborate</b>
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## Workplan Overview

Deliverable/Milestone	Target Date
<i>Project Charter endorsed</i>	July 2023
<i>Project initiation and preliminary report to LTC</i>	Sept 2023
<i>Procurement process for updated mapping</i>	Oct - Nov 2023
<i>Staff review, project summary paper, landowner and stakeholder group engagement</i>	Sept – Nov 2023
<i>Early consultation with First Nations</i>	Sept – Dec 2023
<i>LTC review of amended DPA provisions</i>	Nov 2023
<i>Direction to prepare bylaws</i>	Jan 2024
<i>Final mapping delivered</i>	March 2024
<i>Community consultation on draft bylaws, bylaw referrals</i>	Apr - June 2024
<i>Legislative process to amend OCP</i>	May – Sept 2024
<i>Implementation and communications</i>	Sept – Oct 2024

Project Team	
<i>Brad Smith, Island Planner</i>	<i>Project Manager</i>
<i>Robert Kojima, RPM</i>	<i>Project Sponsor</i>
<i>Mark van Bakel, IS Manager</i>	<i>Mapping</i>
<i>Emily Bryant</i>	<i>Admin support</i>
<b>RPM Approval:</b> <i>Robert Kojima</i> <b>Date:</b> July 14, 2023	<b>LTC Endorsement:</b> Resolution #: <b>Date:</b> xxx

Budget		
<b>Budget Sources:</b>		
Fiscal	Item	Cost
2023-24	Mapping	\$5000
2024-25	Consultation and public hearing	\$3000
2024-25	Contingency	\$2000
	<b>Total</b>	<b>\$10,000</b>

Meeting	Deliverable/Milestone
July 28, 2023	LTC endorsement of project charter
Sept 29, 2023	Preliminary report to LTC, direction to proceed with mapping procurement process and engagement plan
Nov 24, 2023	Report to LTC on proposed updates to DPA provisions
Jan 2024	LTC review of draft DPA amendments and direction to proceed with bylaw
March 2024	Updated mapping received by LTC, direction to proceed with landowner and stakeholder group communication
May 2024	Consideration of first reading
June 2024	Community information meeting
July 2024	Public Hearing, second and third readings, referral to EC and Minister
Sept 2024	LTC review of communications plan
Late 2024	Final adoption upon Ministerial approval of bylaw