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REPORT TO: Christopher D. Coates, Chief Administrative Officer  
FROM: Laura Beckett, Planner  
DATE: March 13, 2013  
SUBJECT: **Official Community Plan – Proposed Amendment for Alignment with Highlands’ Integrated Community Sustainability Plan**  
FILE: 1855-23, X-Ref: 2240-51

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## RECOMMENDATION

**THAT Council receive this report.**

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## PROPOSED OCP AMENDMENT

### *For Alignment with the Integrated Community Sustainability Plan*

In 2010, the District embarked on a process and created an Integrated Community Sustainability Plan (ICSP) that Council approved in February 2012. Highlands’ ICSP espoused fundamental values and future visions regarding sustainability for the community. It also created a looping feedback/monitoring system using indicators by which to measure the District’s progress of its own sustainability goals. To bring the values and vision of the ICSP to the forefront of District policy and decision-making, the Official Community Plan (OCP) needs to be brought into alignment with the ICSP.

The Whistler Centre for Sustainability was the consulting company that guided and completed the ICSP process and plan. They, with the direct involvement of planning staff, have drafted changes to the OCP that bring the two documents into alignment. Staff is satisfied with the result.

Please find attached the draft OCP. The proposed changes are shown with comments in the right side of each page, highlighted in orange. Please note that where a new policy has been added, only the first word of that policy is highlighted with the comment stating, “New policy.” It is likewise with new sections.

## KEY ELEMENTS

The key changes to the OCP:

- Various policy changes throughout the document to reflect the ICSP.
- **Chapter 5 – Energy and Greenhouse Gases:** This chapter would replace current chapter 11. It provides more detail and direction.
- **New Development Permit Area No. 6 – Promotion of Energy and Water Conservation and the Reduction of Greenhouse Gases:** The development permit area is meant to cover all of Highlands. Staff suggests that this development permit area not be subject to a fee initially. The reasoning is to encourage use and compliance of the guidelines, and to allow residents to direct the fee money toward an item they need to fulfill the guidelines.

- **Development Approval Information Area:** The entire District would be the subject area. Section 920.1 of the *Local Government Act* allows municipalities to create these areas in order to require developers to provide specialized reports for rezoning, development permits and temporary use permits. Staff has long had the practice of requiring such reports. Staff anticipates that the net result of the creation of this area would be no change in regular day to day business, and that land-owners and developers would not experience any difference. In the short term, staff will have to bring forward to Council an amendment to the bylaw that establishes development application procedures (Bylaw 96).
- **Companion Documents:** There are two other supplementary documents coming out of this OCP amendment and the ICSP work. Staff attaches them to introduce them and put them in public realm. Both were written by the Whistler Centre for Sustainability:
  1. A GHG Emissions Reduction Strategy, which expands upon the policy direction in the new chapter 5.
  2. An Invasive Species Policy.

## TENTATIVE WORK PLAN

The grant to complete this work expires August 11, 2013. There is an opportunity to apply for an extension. Staff needs two months lead time to apply for an extension.

As with the Integrated Community Sustainability Plan (ICSP), the Sustainability Strategy Advisory Committee (SSAC) is mandated to provide input to the OCP amendment. Following its first presentation to Council and the public at large, the document will go to the SSAC for their review to determine and confirm that the OCP amendment is consistent with the ICSP. Following their review, the draft OCP amendment will return to Council with SSAC's recommendation/approval for public input and outside agency review.

Date (2013)	Deliverable
March 18	Presenting draft OCP to Council, advising that it is going to SSAC for their review, and then returning to Council with SSAC's recommendations (SSAC's job is to confirm that OCP amendment is consistent with the ICPS...are the two now properly aligned?)
April	SSAC review of OCP
Possible COW, April 22	<ul style="list-style-type: none"> <li>• SSAC recommendations for Council review and Council consideration to move forward with amendment</li> <li>• If Council is satisfied with draft, staff to send early consultation to CRD Regional Planning in regards to change of regional context statement.</li> </ul>
April 23 – May 23	Consultation: <ul style="list-style-type: none"> <li>• Public; possible survey on District's web site</li> <li>• Referral to external agencies</li> <li>• OCP Open House</li> </ul>
To possible COW, May 27	<ul style="list-style-type: none"> <li>• Report to Council summarizing input, and recommending any changes to OCP as a result of input</li> <li>• Council to direct any changes to OCP; possibly direct bylaw</li> </ul>
June 3 Council Meeting	<ul style="list-style-type: none"> <li>• Bylaw to Council for consideration of preliminary readings</li> <li>• Then to send proposed regional context statement to CRD Board for approval. ?Possible for item to be July 10 Board Meeting?</li> </ul>
July 15 Council Meeting	If regional context statement is accepted by CRD Board, Council may consider calling a public hearing for OCP amending bylaw August 19 Council meeting
August 19 Council Meeting	Public hearing, Council may consider final readings/adoption of bylaw

After SSAC review, staff will provide an updated and more detailed work plan, including agencies for referral and a consultation plan for Council consideration. Staff realizes that the above work plan is very ambitious. Certainly there may be changes to the work plan after the SSAC has reviewed the document. Staff is of the mind that the amendments are sound, and that it is rather the implementation of the amendments that will be time consuming and requiring a high degree of community engagement and involvement.

**OPTIONS**

1. (Recommended.) Council may wish to receive this report
2. Council may wish to take alternative action.

Respectfully submitted

CAO Concurrence




Laura Beckett, MCIP, RPP

C. D. Coates, CAO