



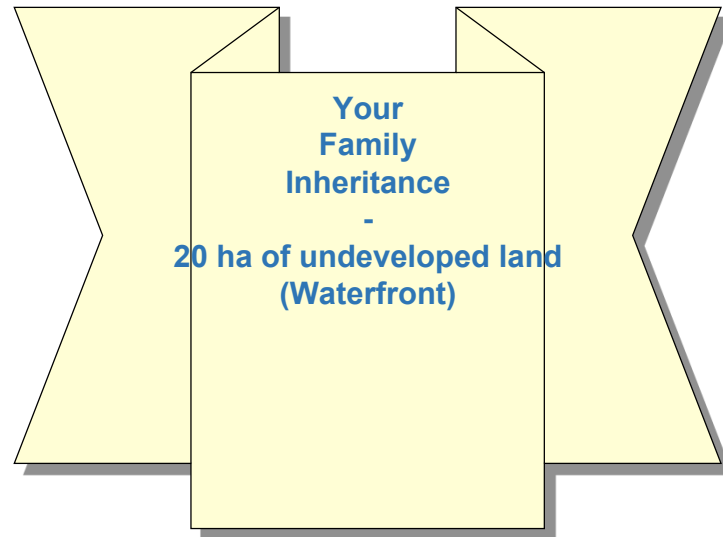
Today's Outline

- What is planning and why do we do it?
- What is a plan?
- How do we do it?
- What are the roles of staff and elected officials?
- What is a RGS? OCP? Zoning?
- What are all the different permits?
- What tools exist beyond the basics?
- Implementation
- How do you know if you need a planner?

You already know how to plan

- An analogy to show you what you may already know...





The “Unplanned” Approach

- First come, first served
- Everyone for themselves
- Any family member has a right to use property how they wish



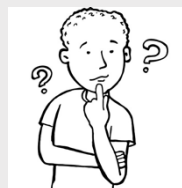
The Planning Approach

- Assess the land you've inherited
- Talk to every family member about their goals for the future
- Think about the way the land can help you achieve your family's goals
- Decide together about ways to use the land for the greatest benefit of the majority



Some examples of family goals

- A place to live
- A place for friends to visit
- Earn an income
- A place to relax
- A place to enjoy nature
- Safety
- Clean environment
- Sustainable use of resources
- Food security
- Maximize aesthetic values
- Maximize property value



How can this land help you reach your
family's goals?

The end result...

**A Family
Land Plan**



The benefits of planning

- The land will help the family achieve its goals for the future
 - Housing for current and future family members
 - Accommodation for guests
 - Self sufficiency (water, garden, wood lot) and sustainability
- Unique resources are protected for everyone's use:
 - Pond for water supply
 - Recreation areas-stream, beach, old forest
 - Woodlot for construction lumber and firewood
 - Productive soils are set aside for growing food

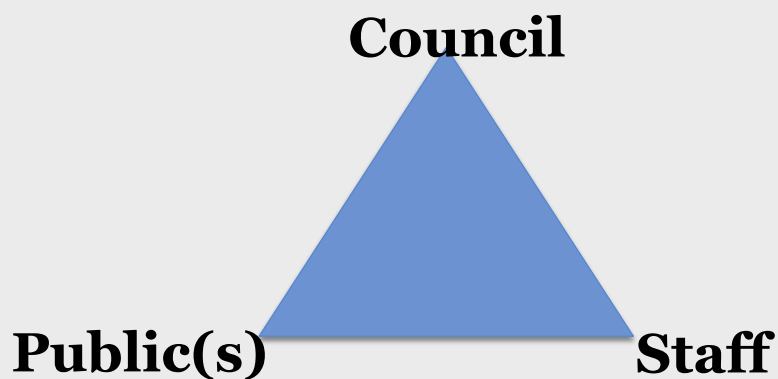
More benefits of planning...

- Safety
- Health
- Cost effective and efficient
- Certainty about future development
- Reduced conflicts between family members
- Land is used for the greatest benefit of the majority
- Enhance and maintain property value for the future

What is planning?

- The process by which communities attempt to manage change and development in their physical environment.
- Planning is a matter of trying to decide which of many competing interests is more deserving, while also treating everyone in a fair and reasonable manner

Who plans?



Unique roles for Council and Staff

COUNCIL

- Sets policies and objectives.
- Make decisions based on the above policies
- Decisions on implementation priorities and budgets for implementation

Unique roles for Council and Staff

STAFF

The Planner's **primary role** is to provide Council with:

- Quality Information
- A sound analysis of problems or opportunity
- Options
- Relevant criteria to make a decision
- A recommendation, Strategy, Plan, Policy, Program.

The regulatory framework

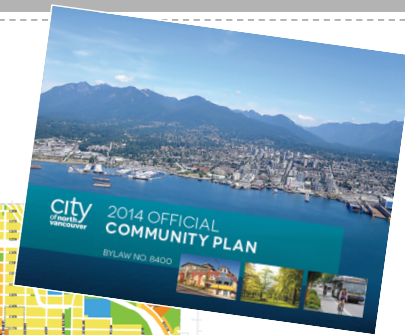
- The Constitution Act
- The Community Charter
- The Local Government Act (Part 14)
- The Land Title Act



Land Use Tools



- [illegible]



- Five year housing needs (type, location, density)
- Other land uses (commercial, industrial, agricultural, recreational and public utilities);
- Location of sand and gravel deposits;
- Restrictions on hazardous or environmentally sensitive lands;

OCP Required content...



- Phasing of major road, sewer and water systems;
- Location and type of present and proposed public facilities (schools, parks, waste treatment, etc.);

OCP Optional content...



- Policies for social needs, social well-being and social development;
- A regional context statement;
- Policies respecting the maintenance and enhancement of farming;
- Policies relating to the preservation, protection, restoration and enhancement of the natural environment.

Sound familiar?

Family Land Plan

- An area for family homes
- An area for guests
- Family garden
- Woodlot
- Utility Area
- Creek
- Drinking water pond
- Old forest
- Family beach
- Unstable slopes
- Driveway and utilities

Official Community Plan

- Residential
- Tourist Accommodation
- Agricultural
- Forestry
- Industrial
- Streamside buffers
- Watershed protection
- Environmentally Sensitive
- Parks and recreation
- Natural Hazard Area
- Road and Utility Plan

An OCP: Like a Family Land Plan, but...

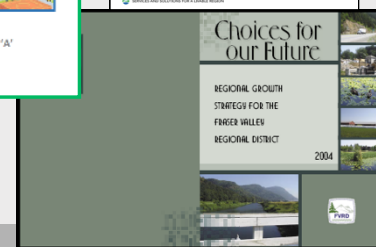
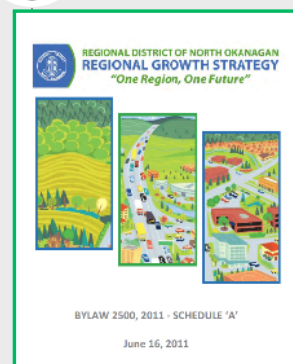
- Planning for a bigger “family”, with a more complex land base
- Need to spend more time understanding the community and the land base
- We elect local government to make the decisions
- Elected representatives are advised by staff or contracted professionals
- The community is consulted before decisions are made
- Need to consider community goals for the future and how they can be achieved (or frustrated) by land use plans
- Decisions based on what provides the greatest benefit to the greatest number (public interest)
- Decisions are enshrined in formal documents (bylaws)

Similar benefits

- Community health and safety
- Greater certainty and security about the future
- Reduced conflict (between different land uses and community members)
- Maximize use of community resources to the benefit of the majority
- Minimize public expense for infrastructure and responding to natural hazards (flooding, landslide)
- Maintenance of land values and investment
- Sustainability, protection of the environment
- Livability
- Economic stability and attractiveness to investors and new residents

Regional Growth Strategies

- The RGS legislation recognizes the need to coordinate planning across all the local government jurisdictions within a Regional District



RGS-Development and Adoption



- Adopted by Regional District Board bylaw
 - Optional, but can be required by province
- Coordination with affected local governments and provincial agencies through establishment of an intergovernmental advisory committee
- Provincial legislation describes:
 - Land use objectives
 - Time frame (20 years)
 - Minimum content
 - Required consultation plan
- Local government acceptance required for binding provisions

RGS--Implementation



- Binding on Regional District after adoption
- Regional context statements must be included in OCPs of affected municipalities within two years
- Monitoring programs, annual report and consider reviews every 5 years

Set by Council
Requirement for consistency

OCP Map

A land use designation shows the full range of land uses that could be allowed by zoning on an area of land.

These affect the decisions which a local trust committee can make about any rezoning proposal or other zoning changes. They do not affect what can be built on the property.

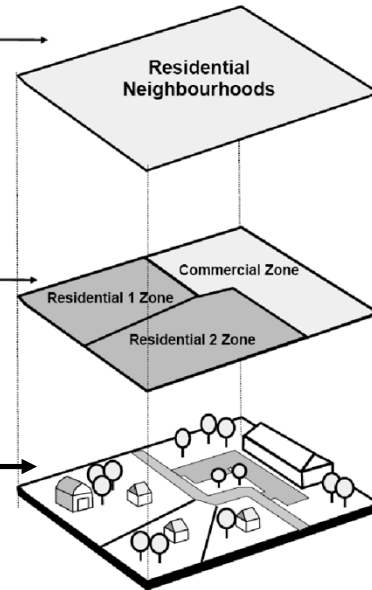
Zoning Map

The zoning map and zoning bylaw are actual regulations that show what can be built on the land.

These regulations affect property owners.

Staff Issued

Permits



Zoning Bylaw

What is zoning?

- Zoning is a regulatory tool
- The zoning bylaw implements the broad goals, objectives and policies within the OCP at a site-specific level



What Zoning does...

- ◉ Divides the jurisdiction into zones
- ◉ Each zone permits a different type of land use by regulating:
 - Permitted **uses** (residential, commercial, agricultural, recreational, institutional)
 - **Density** and sizes of buildings
 - Lot line setbacks, siting of buildings, lot coverage
 - Building heights
 - Minimum size of lots
 - Levels of works and services required



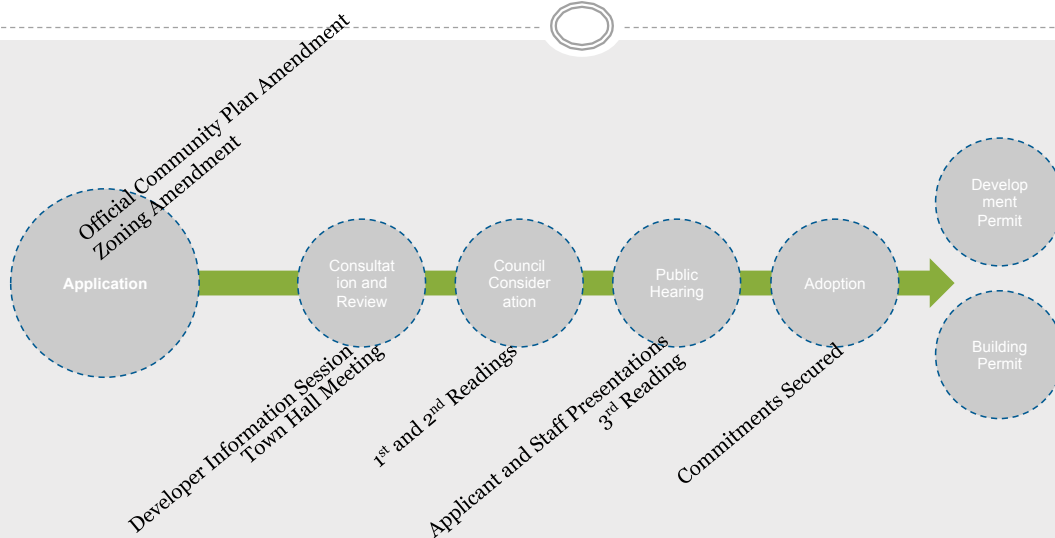
Zoning continued...



Zoning bylaws also often include regulations of other aspects of land use such as:

- Off-street parking and loading spaces
- Landscaping and screening to separate uses
- Subdivision standards
 - Water, sewer, roads, drainage
- Signs
- Drainage
- Tree cutting

Anatomy of a Development Application



Development Variance Permits

- Zoning regulations may not anticipate every circumstance affecting parcels of land.
- LGA allows for DVP applications to vary certain provisions of the zoning bylaw, subdivision bylaw and sign bylaw.
- DVPs cannot alter **use**, **density** or specifications related to floodplain requirements.
- Public notice, but not a full public hearing is required, before Council's decision
- Permits lapse if no substantial start to construction within two years

DVPs continued

● DVP applications may propose changes to siting regulations including:

- Setbacks
- Height
- Parking
- Landscaping
- Subdivision standards (some)

● Notice Required

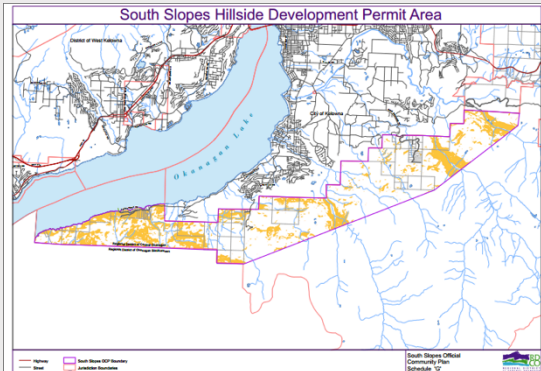


Temporary Use Permits

- OCPs may designate areas where **temporary** uses may be permitted.
- A form of temporary zoning.
- The permit may include a variety of conditions.
- TUPs may be issued for up to 3 years and a landowner may apply to renew once.
- Notice is required.



Development Permit Areas



- OCP may designate certain areas as Development Permit Areas (DPAs) for specific purposes
- Allows for an extra level of attention before development occurs
- Justification must be stated
- Must include guidelines for the permits that will be issued.

...DPAs

Within those areas, the following must not occur unless the local government issues a DP or there is an exemption:

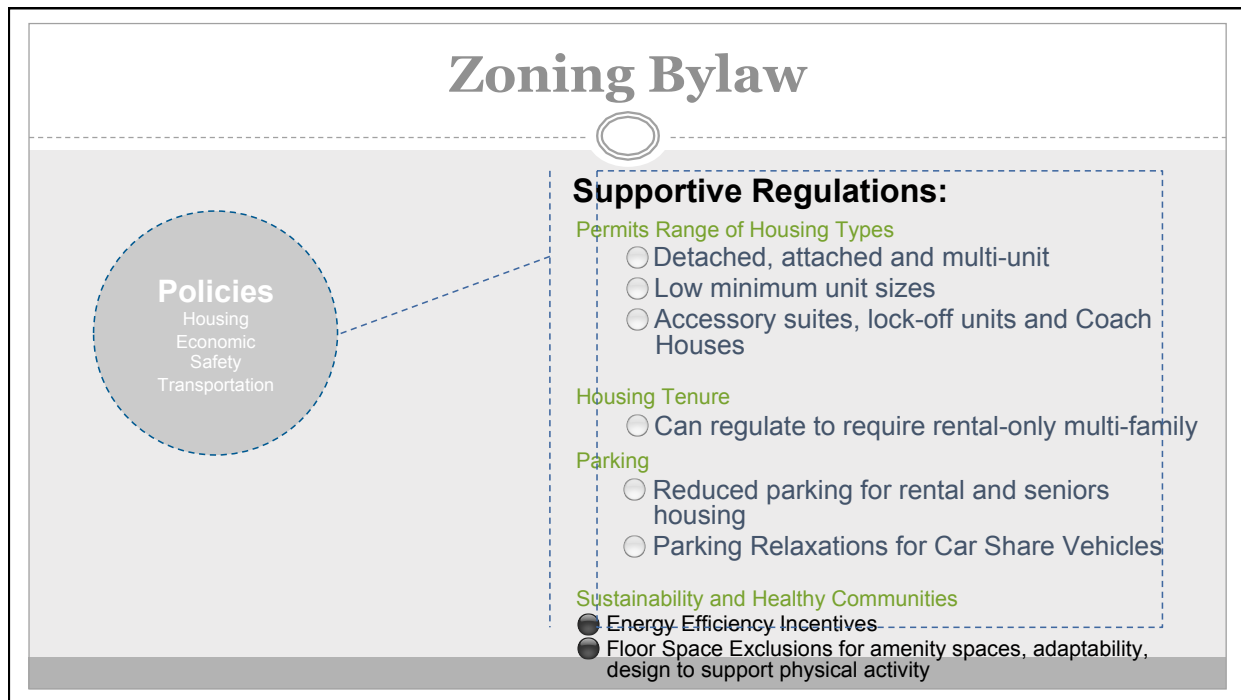
- Land may not be subdivided,
- Construction or alteration of buildings may not be commenced,
- Land may not be altered.

Implementation

- More bylaws
- Budgets
- Development Applications
- Council decisions

Putting it all together


**USING PLANNING TOOLS TO
ACHIEVE COMMUNITY GOALS**



Housing: OCP Policies

● OCP Policies (examples)

- ☐ Encourage development of affordable housing near services
- ☐ Identify and 'save' appropriate land for special needs or affordable housing
- ☐ Allow bonus density if a developer provides affordable housing (or land)
- ☐ Require affordable housing as a condition of significant density increases or other development
- ☐ Require new commercial development to provide staff housing



What can we do through land use planning and regulation?

● Proactively change zoning regulations (examples)

- Allow more flexibility in the number of dwellings per lot
- Bonusing
- Permit boarding houses
- Eliminate restrictions on modular housing
- Eliminate restrictions on minimum house size

● Permit 'infill' that retains neighbourhood character

- e.g. 'laneway' housing
- e.g. secondary cottage



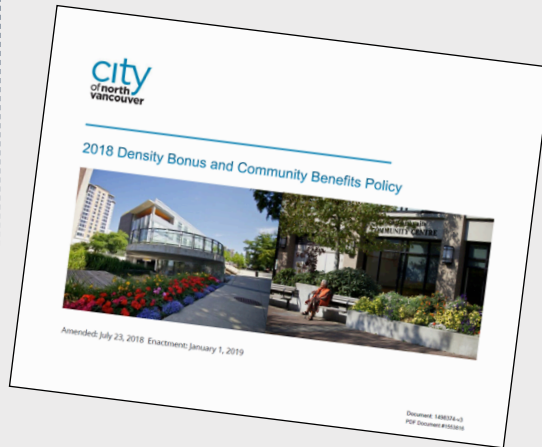
Rezoning applications

● Indicate preferred locations and other criteria in OCP for evaluating rezoning applications



Rezoning Applications for Affordable Housing

- Application processing – reduce or eliminate fees
- Streamline or prioritize application process
- Provide special guides or assistance to applicants
- Register housing agreements to protect future affordability

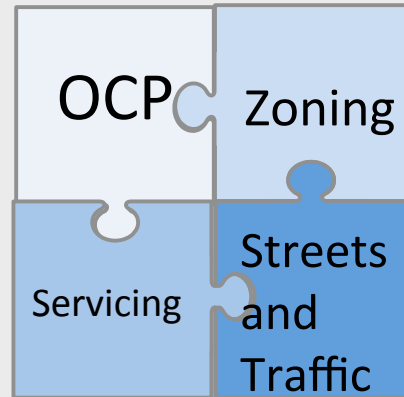


Other Regulations for Housing

- Strata conversions – consider approvals carefully
 - Would a strata conversion replace affordable rental housing with unaffordable owned housing?
- Flexible density measures
 - Use floor space ratios vs units per hectare
- Temporary Use Permits
- Proactive bylaw enforcement (e.g. short-term vacation rentals)

Beyond the Basics

- Business Licenses
- Streets and Traffic
- Building Bylaw
- Municipal Ticket Information
- Tree Protection
- Heritage Protection
- Soil Deposit and Removal
- Subdivision and Servicing
- Council approved policy



Achieving health goals – e.g. drinking water

- **OCF Goal**
 - High quality drinking water
- **OCF Policy**
 - Maintain low density and vegetation buffers in watershed areas
- **Zoning Regulations**
 - Subdivision regulations require large minimum lot sizes and community sewers
 - Zoning requires extra setbacks from water bodies
 - Development permit area restricts vegetation removal and paving within a buffer area near the waterbody



Achieving economic goals

● OCP Goal

- Food security for residents

● OCP Policy

- Protect agricultural areas for growing food

● Land Use Regulations

- Zoning: In Agricultural zones, restrict uses to farming and accessory uses such as food processing and farm-gate sales.
- Subdivision: Large lot sizes
- DPAs: Require vegetation buffers and restrict drainage changes arising from neighbouring property



Achieving environmental goals...

● OCP Goal

- Clean air and reduced GHG emissions

● OCP Policy

Land use changes are evaluated regarding dependence on automobiles



● Land Use Regulations examples

- Zoning – Mixed Use to permit live/work without commuting
- Subdivision – Require clustering, trail networks and cycle paths
- Reduce auto parking requirements in exchange for cycle or pedestrian amenities
- Exchange bonus densities for cycle or pedestrian amenities
- Development permits require cycle racks and pedestrian-friendly design

Achieving public safety goals

● OCP Goal

- Protect community from natural hazards and reduce costs of responding

● OCP Policy

- Avoid or carefully manage development in areas with known natural hazards



● Land Use Regulations

- Development permits to control development near steep slopes, flood areas, fire interface areas
- Hazard areas set aside at the time of subdivision
- No 'up-zoning' in hazard areas
- Tree-cutting bylaws
- Flood setbacks
- 'Fire smart' requirements
- Encourage transfer of development potential to more suitable areas

Achieving recreational goals

● OCP Goal

- Ample opportunities for recreation

● OCP Policies

- Indoor and outdoor recreation facilities should be available in appropriate and accessible locations for all residents



● Land Use Regulations

- Zoning: Ensure a range of recreational facilities are permitted in appropriate and accessible locations
- Permit bonus zoning in exchange for recreational facilities
- Subdivision: Require parkland dedication and trail development

Achieving environmental goals

●●OCP Goal:

- Preserve biodiversity

●●OCP Policy:

- Preserve environmentally sensitive areas (ESAs)



●●Land Use Regulations

- Zoning: large lot zoning in ESAs
- Permit bonus density if ESAs are set aside
- Permit transfer of development potential to more suitable sites
- Subdivision: Require parkland dedication of ESAs
- DPAs: Guidelines for minimizing the impacts of development on ESAs and for establishing greenways

Achieving economic goals

●●OCP Goal

- Retain or restore vibrancy in the 'downtown' area

●●OCP Policies

- Encourage pedestrian-friendly downtown
- Concentrate new commercial development in the downtown core



●●Land Use Regulations

- Zoning: 'Zero lot line' development in downtown core
- Zoning: Limit commercial development outside of the downtown core
- Parking: Located behind buildings
- Signage: Regulated size to maintain pedestrian scale
- DPAs: Specify design criteria to enhance appearance and function

Hiring a Planning Professional

- When do you need a planner?
- What qualifications should you look for?

