

THE CORPORATION OF THE
CITY OF WHITE ROCK



POLICY TITLE: OFFICIAL COMMUNITY PLAN CONSULTATION

POLICY NUMBER: PLANNING - 512

<i>Date of Council Adoption: November 7, 2016</i>	<i>Date of Last Amendment:</i>
<i>Council Resolution Number: 2016-482</i>	<i>Historical Change:</i>
<i>Originating Department: Planning and Development Services</i>	<i>Date last reviewed: November 7, 2016</i>

1. Purpose:

1.1 The *Local Government Act* requires local governments to provide one or more opportunities for consultation with persons, organizations and authorities that the local government considers will be affected by the development, repeal or amendment of an official community plan. This document sets out Council's consultation policies for implementing these requirements of the *Local Government Act*.

2. Background:

2.1 Section 475 (1) of the *Local Government Act* requires that during the development of an official community plan, or the repeal or amendment of an official community plan, a local government, in addition to a public hearing, must provide one or more opportunities it considers appropriate for consultation. Section 475 (2) of the *Local Government Act* requires local governments to consider whether the opportunities for consultation should be early and ongoing, and specifically to consider whether consultation is required with:

- i) the board of the regional district in which the area covered by the plan is located, in the case of a municipal official community plan;
- ii) the board of any regional district that is adjacent to the area covered by the plan;
- iii) the council of any municipality that is adjacent to the area covered by the plan;
- iv) first nations;
- v) boards of education, greater boards and improvement district boards; and
- vi) the Provincial and federal governments and their agencies.

2.2 Nothing in this policy fetters Council's absolute discretion in relation to any particular development of an official community plan, or repeal or amendment of an official community plan.

3. **Policy:**

3.1 During the development of an official community plan, or the repeal or amendment of an official community plan, Council will provide the following opportunities it considers appropriate for consultation with the following persons, organizations and authorities, being the persons, organizations and authorities Council considers will be affected, and the following consultation policy applies to the development of an official community plan and any repeal or amendment of an official community plan:

3.1.1 if a new plan, or a plan amendment or repeal, is in the opinion of the Director of Planning and Development Services inconsistent with the regional context statement, Metro Vancouver will be invited to participate in the early stages of the planning process, as soon as such inconsistency has been identified and will be consulted throughout the planning process;

3.1.2 if a new plan under development, or a plan amendment or repeal, requires new servicing from the Greater Vancouver Sewage and Drainage District, they will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process;

3.1.3 if a new plan under development, or a plan amendment or repeal, is in an area immediately adjacent to the City of Surrey or Semiahmoo First Nation Reserve, the City of Surrey or Semiahmoo First Nation, as applicable, will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process;

3.1.4 if a new plan under development, or a plan amendment or repeal, is in an area that includes the whole or any part of the School District, or proposes new residential development greater than three (3) dwelling units, the School District will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process and in any event will be consulted at least once in each calendar year under section 476 (1) of the *Local Government Act*;

3.1.5 if a new plan under development, or a plan amendment or repeal, includes land that is within an improvement district, that improvement district will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process;

3.1.6 if a new plan under development, or a plan amendment or repeal, affects areas of federal or provincial jurisdiction the appropriate department or agency or both will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process; and

3.1.7 if a new plan is under development, TransLink or any successor entity will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process.

3.2 Consultation in the early stages of the planning process includes initial contact to discuss issues at the Staff level.

- 3.3 Consultation throughout the planning process will include:
 - 3.3.1 referral of draft options, concepts or plans;
 - 3.3.2 requests for comments, a timeline for response, and general outline of the approval process; and
 - 3.3.3 contact among staff members to review, discuss and clarify issues that might arise.
- 3.4 Consultation with the School District will include seeking input as to:
 - 3.4.1 the actual and anticipated needs for school facilities and support services in the School District;
 - 3.4.2 the size, number and location of the sites anticipated to be required for the school facilities referred to in s. 3.4.1;
 - 3.4.3 the type of school anticipated to be required on the sites referred to in s. 3.4.1;
 - 3.4.4 when the school facilities and support services referred to in s. 3.4.1 are anticipated to be required; and
 - 3.4.5 how the existing and proposed school facilities relate to existing or proposed community facilities in the area.
- 3.5 During the planning process for a new or updated official community plan, amendment or repeal of a plan, consultation with the public may include one or more of the following, subject to Council's discretion in each case:
 - 3.5.1 consultation at an early stage to determine a vision, goals, and potential policies (through a workshop or design charrette);
 - 3.5.2 open houses / public information meetings;
 - 3.5.3 questionnaires and surveys of opinions;
 - 3.5.4 meetings with individual landowners.

For certainty, during the planning process for an amendment of an official community plan initiated by an application, consultation with the public will include:

 - 3.5.5 open house / public information meeting as required in the Planning Procedures Bylaw, as amended.
- 3.6 Council will consider any input from the consultation process.
- 3.7 If an organization or authority listed under Section 2.1 does not respond to consultation efforts, within the timeline set out under Section 3.3.2, a notice will be sent to advise that the City will proceed with its consideration of the bylaw.

- 3.8 If an application has been submitted for an amendment to the zoning bylaw, which triggers an amendment to an existing official community plan, the zoning bylaw and official community plan amendments may be processed concurrently with consultation conducted as described in Section 3.1 through 3.5.
- 3.9 After first reading of an official community plan bylaw, Council will, in sequence:
 - 3.9.1 consider the plan in conjunction with the financial plan and any applicable waste management plan;
 - 3.9.2 hold a public hearing on the proposed official community plan in accordance with the requirements of the *Local Government Act*, as amended.