



BOARD Policy

Division:	Planning and Development	BRD-0340-50
Title:	Official Community Plan Amendment Applications	040

1. PURPOSE

- 1.1 To ensure the application of sustainable land use planning principles when considering Official Community Plan (OCP) amendment applications within the land use planning jurisdiction of the Sunshine Coast Regional District (SCRD). This policy will be used in addition to OCP(s).
- 1.2 To ensure that fiscally responsible community building objectives are included in the review of OCP amendment applications.
- 1.3 To align OCP amendment applications with SCR D bylaws and policies with an overall balance of public benefit.
- 1.4 To be a transparent, qualitative review tool for applicants, community, staff and decision makers.

2. SCOPE

- 2.1 Development proposals that require OCP amendments.

3. DEFINITIONS

- 3.1 **“Sustainable land use planning principles”** means the framework and best practices used by land use planning professionals according to their professional associations and ethical obligations. These are professional best practices to meet the needs of communities and the profession.

4. POLICY

- 4.1 Sustainable land use planning principles (Schedule A) shall be considered during the review and decision-making process associated with applications to amend OCP bylaws.

5. EXCEPTIONS

- 5.1 Not all sustainable land use planning principles apply to all sites, locations and amendment applications. For example, not all applications involve watercourses or agricultural land.

6. AUTHORITY TO ACT

- 6.1 The Board has decision-making authority to amend the sustainable land use principles.
- 6.2 SCR D Employees are authorized to apply this policy in the review of all applications to amend OCPs.
- 6.3 The Board retains decision-making powers associated with amendment bylaw readings and adoption.

7. REFERENCES (Bylaws, Procedures, Guiding documents)

- 7.1 Part 14 of the *Local Government Act*
- 7.2 SCR D Bylaw No. 522 Planning Fees and Procedures
- 7.3 SCR D Bylaws No. 370, 545, 600, 640, 641, 675, 708 – Official Community Plans
- 7.4 SCR D Bylaws No. 337, 722 – Zoning
- 7.5 SCR D Bylaw No. 329 Subdivision Servicing
- 7.6 SCR D Climate Risk Assessment (2022)



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7.7 Canadian Institute of Planners – Code of Professional Conduct

7.8 Planning Institute of British Columbia – Code of Ethics and Professional Conduct

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SCHEDULE A

SCRD Sustainable Land Use Planning Principles



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Area of Focus	Considerations
1. Location / Transportation	<ul style="list-style-type: none"> • Subject property is located within 500 metres of a major transportation corridor for which public transit services are currently or planned to be provided (applicable to all OCP areas having transit services). • Proposed development would limit the number of watercourse-crossings and protect environmentally sensitive areas. • Location is not in an identified area of climate vulnerability: sea level rise, storm surge, debris flood. • Proposed development eliminates direct vehicular driveway access to the Sunshine Coast Highway and seeks to limit or reduce direct vehicular driveway access to other arterial roads. • Proposed development is near or directly accessible by transit, to existing or planned commercial development and civic services such as parks, schools, libraries, and recreation centres. • Ensure fringe area planning with neighbouring jurisdictions to address priorities. • Includes parcel frontage improvements if the development is on an active transportation route. • If further data is required to understand the impacts of a proposal on the neighbourhood or surrounding local area, the studies are to be commissioned by the applicant.
2. Land Use Compatibility and Density	<ul style="list-style-type: none"> • Compatibility of the proposed land use with adjacent OCP designated land uses. • Suitability of the land for the proposed purpose. • Scale of proposed density with planned density of surrounding area. • Proximity of planned and existing utility infrastructure with proposed development. • The proposal seeks to implement Complete Communities and low-carbon land use attributes. • If located at or near a rural-municipal edge, proposal responds to adjacent municipal land use planning.



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<p>3. Community Amenity Contribution</p>	<ul style="list-style-type: none"> • Proposed development provides a Community Amenity Contribution (CAC), deemed acceptable by SCRD, which benefits the public good and would not otherwise be achievable through established plans, bylaws, and policies. Note: A CAC shall be calculated by the amount of contribution (in-kind or monetary) in addition to all other requirements and payments that are otherwise required by established plans, bylaws, policies, and legislation. • If the CAC involves the donation of land or infrastructure to SCRD, this donation should generally adhere to the following criteria: <ul style="list-style-type: none"> ○ The land or infrastructure is provided in a format acceptable to SCRD. ○ The land or infrastructure is provided in a location acceptable to SCRD that supports existing OCP policies and community needs, with consideration given to promoting the use of transit, walkable community cores, as well as environmental protection and enhancement. ○ A cost-benefit analysis of the asset has been completed to ensure long-term benefit to the public good, which may consider risk mitigation factors, such as maintenance costs.
<p>4. Environmental Enhancement</p>	<ul style="list-style-type: none"> • The application proposes to protect and enhance waterbodies, watercourses, aquifers, flora and fauna (particularly those at risk), and other natural features in a manner that provides greater benefit than otherwise required by existing policy or legislation. • The application proposes to retain sensitive ecosystems for biodiversity, habitat features and connectivity, guided by a registered professional biologist. • The application seeks to reduce Green House Gas (GHG) emissions through design, protection of carbon sinks, and/or proximity that encourages walkability, cycling, and use of transit. • The application seeks to enhance and protect farming activities if it is adjacent to agricultural lands and has soils that are suitable for agriculture. • The proposal does not result in an exclusion from the Agricultural Land Reserve, unless a 2-for-1 replacement with like or better soil quality is proposed at a location deemed acceptable to SCRD and the Agricultural Land Commission. • The application commits to removing invasive plants, preventing further propagation, limiting or correcting previous land alteration practices and provides restoration that enhances native biodiversity. • The project permanently protects a wildlife corridor. • Aquifer protection measures in place and watercourse restoration in aquifer recharge areas. • The cumulative impact of the proposal in the area is acknowledged and considered in site design.



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<p>5. Climate Resilience & Reduction of Greenhouse Gas Emissions</p>	<ul style="list-style-type: none"> • The application seeks to contribute to climate resilience efforts in response to the SCRD Climate Risk Assessment and provides benefit to the greater public good, such as: <ul style="list-style-type: none"> ○ Maximizes retention of existing native trees, soil, and vegetation. ○ Retain water-receiving sites, include measures to reduce the speed of downhill water flow and erosion. ○ Uses climate-resilient planting to grow future shade. ○ Climate-resilience stormwater management. ○ Provides opportunity for rainwater capture/retention. • Applications involve innovative climate-resilient design that warrants consideration to support piloting new ideas that could set new standards for climate resilience on the Sunshine Coast. • Project seeks to reduce emissions associated with single occupant vehicle trips and fossil fuel heating.
<p>6. Community Health and Equity</p>	<ul style="list-style-type: none"> • The project applies an equity lens to development. • The project is or will be informed by a socio-economically diverse group of people (including, potentially, those who it is intended to serve). • The project outcome intends to serve people with barriers to adequate housing or transportation services. • The project includes aspects that build social capacity, especially for vulnerable groups. • The project considers community childcare needs. • The project design promotes and connects safe Active Transportation routes between the proposed location and community amenities. • The project design integrates indoor or outdoor community gathering spaces. • The project furthers food security by producing or processing local food for a local economy. • The project unites affordable housing opportunities with opportunities for growing and/or processing food. • The project protects or enhances farmland and soil for future agricultural capability. • The project protects or enhances habitat for pollinators.



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<p>7. Impact of Amendment on Infrastructure</p>	<ul style="list-style-type: none"> • The proposal addresses all servicing requirements, including analysis of downstream impacts to identify necessary infrastructure upgrades. • The proposal is located in proximity to existing or planned services. • The proposal does not place an undue financial burden on existing or future users. • The proposal considers how to reduce impact on community drinking water, transportation networks, sanitary sewer, and stormwater infrastructure. • The proposal provides a fiscally responsible benefit toward enhancing public infrastructure for the development or the broader area.
<p>8. Affordable Housing</p>	<ul style="list-style-type: none"> • The application proposes innovative housing solutions that add to the range of housing affordability options, particularly long-term rental, on the Sunshine Coast in a location that promotes walkability, cycling and transit usage in any of the following ways: <ul style="list-style-type: none"> ○ Through a registered housing agreement that protects market rental and/or below-market rental. ○ Increases the housing stock of apartments, townhouses, and duplexes at an appropriate location and in a manner that will provide more affordable means of homeownership. • The proposed development involves senior level government, a government agency, SCRD, or non-profit backing (collaboration, land or financial partnership) to assist with the provision of affordable housing in a strategic location. • The application involves an affordable housing solution that assists with aging in place for Sunshine Coast residents.
<p>9. Economy</p>	<ul style="list-style-type: none"> • The proposed development involves the construction of an employment-generating use that when complete would provide a significant number of jobs that pay a living wage. • The proposed development involves the provision of a use that would be a significant benefit to tourism on the Sunshine Coast, while promoting sustainable development. • The proposal propels economic growth that benefits environmental and social community needs, such as climate resilience, culture, heritage, and the provision of housing.
<p>10. Topography</p>	<ul style="list-style-type: none"> • The proposal is a response to the presence of steep slopes, ravines or flooding hazards that preclude certain uses or types of development and require an OCP amendment to facilitate a use or form of development that is more appropriate for the topography, location, and risks associated with the subject lands.
<p>11. Reconciliation</p>	<ul style="list-style-type: none"> • The project advances the reconciliation goals of the corresponding Nation through collaboration.



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<p>12. Heritage Conservation</p>	<ul style="list-style-type: none"> • The full scope of the project is aligned with the <i>Heritage Conservation Act</i>. • The project seeks to protect and enhance a building, site, or natural feature that has heritage value for long-term protection through any combination of bylaw, covenant, designation, public ownership, or First Nations ownership.
<p>13. Design</p>	<ul style="list-style-type: none"> • Proposed development demonstrates a high degree of innovation, creativity and sensitivity in its overall design, including site layout, building design, stormwater management and landscaping. • Proposed buildings associated with the development demonstrate leadership for the Sunshine Coast in green-building design or advanced Step Code requirements. • Proposed developments adjacent to forested areas should demonstrate a high degree of site, building and landscaping design that is FireSmart, while also considering onsite fire suppression capabilities. • Site design and landscaping is designed to preserve significant trees and promote onsite stormwater management and aquifer recharge. • The proposal adequately considers emergency response needs including access for protective services.
<p>14. Public Engagement</p>	<ul style="list-style-type: none"> • Conduct and steward a fair, open and accessible public process for amending, implementing and reviewing the proposed OCP Amendment (proposed land use and contributions) through actions such as: <ul style="list-style-type: none"> ○ Design engagement processes that recognize diversity and include all members of the community; utilize methods that reach all audiences. ○ Promote community awareness of the application and decision making-process using plain language. ○ Provide adequate and various opportunities for those affected by planning decisions to be informed and contribute to planning processes, such as conducting community consultation before submitting a formal application. ○ Welcome feedback and show how it is used to refine the application.