

**SUNSHINE COAST REGIONAL DISTRICT**

**ELPHINSTONE (AREA E)  
ADVISORY PLANNING COMMISSION MEETING AGENDA**

Tuesday, September 23, 2025 at 5:45 p.m.

IN THE CEDARROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT  
1975 FIELD ROAD, SECHELT, BC

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**1. CALL TO ORDER**

**2. AGENDA**

2.1 Adoption of the Agenda

**3. MINUTES**

- |   |             |
|---|-------------|
| 3.1 Elphinstone (Area E) APC Minutes of July 29, 2025           | Pages 1 - 4 |
| 3.2 Egmont/Pender Harbour (Area A) APC Minutes of July 28, 2025 | pp 5 - 8    |
| 3.3 Halfmoon Bay (Area B) APC Minutes of July 28, 2025          | pp 9 - 11   |
| 3.4 Roberts Creek (Area D) APC Minutes of July 29, 2025         | pp 12 - 14  |
| 3.5 West Howe Sound (Area F) APC Minutes of July 29, 2025       | pp 15 - 17  |

**4. BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS**

4.1 ii. Update on BCTS operating plan referral

**5. PRESENTATIONS AND DELEGATIONS**

**6. REPORTS**

6.1 Status Update: Integrating Seven OCPs into One pp 18 – 48

**7. DIRECTORS REPORT**

**8. NEXT MEETING**

**9. ADJOURNMENT**

**SUNSHINE COAST REGIONAL DISTRICT**  
**AREA E – ELPHINSTONE**  
**ADVISORY PLANNING COMMISSION**

**Tuesday, July 29, 2025, 5:45 pm**

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RECOMMENDATIONS FROM THE AREA E ADVISORY PLANNING COMMISSION MEETING HELD IN THE CEDAR ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

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<b>PRESENT:</b>	Members	Michael Sanderson Arne Hermann Nara Benchley Lynda Chamberlin (virtual) Catherine Gray Devin Arndt (virtual)
<b>ALSO PRESENT:</b>	Electoral Area E Director  SCRD Senior Planner SCRD Planning Office Assistant SCRD Recorder	Donna McMahon (virtual) (Non-voting Board Liaison) Julie Clark Genevieve Dixon Vicki Dobbyn
<b>REGRETS:</b>	Members	Mary Degan Laura MacDonald
<b>ABSENT:</b>	Members	Ashley St. Clair Clinton McDougall

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**ELECTION OF CHAIR**

The election of Chair was deferred. Michael Sanderson volunteered to chair this meeting.

**CALL TO ORDER**     The meeting was called to order by the Chair at 5:45 p.m

**AGENDA**             The agenda was adopted as presented.

## MINUTES

The Elphinstone (Area E) APC Minutes of April 29, 2025 were accepted as circulated with the following correction noted on page 2: Replace "Tree Assessment" with "Partial Tree Inventory Based on Topographic Survey."

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of May 5, 2025
- Halfmoon Bay (Area B) APC Minutes of May 6, 2025
- The Roberts Creek (Area D) Minutes of April 29, 2025
- West Howe Sound (Area F) Minutes of April 29, 2025

## BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

### Lot D Chaster Road (BYL00052)

Staff provided an update on the application for Lot D Chaster Road (BYL00052):

The Lot D application comments were given to the applicant, and the SCRD is now waiting for a second submission. The applicant is looking at scheduling a public meeting but the timing is not yet confirmed. Director McMahon notes surveyors are working on the site.

### OCP Renewal Process

Senior Planner Clark gave the following update.

- A report on youth engagement at Chatelech and Elphinstone Secondary Schools has gone to the SCRD Board. It is available on the Lets Talk page. Some follow up will happen in September when school begins. These results will be considered input to the first phase of engagement. This is the first of three phases.
- Community engagement began June 1, and every area was reached in July. These engagements will continue in August so every area will have two engagements. People have expressed gratitude for this outreach approach
- Postcards were sent to all mailboxes.
- SCRD staff welcomes APC members to help with August engagements. The next Area E event is on Saturday August 23, from 10:00 to 1:00 at Quality Garden and Pet. Members who are interested should contact Senior Planner Clark and she will send further information.
- A feasibility report on OCP Integration is complete and provides a summary of the framework. Integration has been done in other jurisdictions but our methodology is unique. The report revealed the many similarities among the seven OCPs and some differences. The report is on the SCRD's Lets Talk page.
- There will be a workshop in early October for all APC members on the OCP renewal process.

*Members noted they have questions about how different electoral areas will maintain uniqueness with an integrated OCP.*

## REPORTS

### **BCTS 2025-2029 Operations Plan**

Senior Planner Clark introduced the BCTS Operations Plan:

- the process is guided by a communications protocol signed in 2014. The cut blocks cover 500 hectares. The SCRD EAS Committee received the report on July 17 and on July 24 the Board adopted the recommendations. SCRD is asking APCs for any additional recommendations
- Staff analyze and consider a response in relation to areas of SCRD services and community interest. The recommendations in the response relate to water protection and sensitive ecosystems. It was authored by SCRD staff across the organization.

### **Key Points of Discussion:**

- It was questioned whether the BCTS actually listen to the SCRD. The pattern is that comments beyond the SCRD authority tend not change anything.
- BCTS also receives comments from the Shishalh and Squamish Nations, municipalities, and holders of tenures, including water licences and recreational licences.
- Some advocacy has resulted in hydrological assessments, the results of which are incorporated into the current Operations Plan
- Response from BCTS has varied over the years.
- The Elphinstone Community Association met with BCTS. BCTS is new to that kind of engagement. Refer to the Community Association website for details.
- A natural assets report is underway with the intent to finish in time for consideration in the OCP Renewal process.
- The province has a map for aquifers but it is challenging to use. BCTS doesn't have ground water in its mandate.
- There was more limited information this year so staff will request more information next year. BCTS is given annual allowable cut for our area, which is only reviewed every ten years.
- APC members noted the technical analysis supporting the BCTS Operations Plan, specifically the basis for the proposed cut blocks (including boundary changes for this year), was lacking, so it was difficult to assess the plan. Members would like to see technical analyses/mapping in future Annual Operations Plans.

### **Recommendation No. 1**    *BCTS 2025-2029 Operations Plan*

The Area E APC recommended that BCTS consider informing the diligence plan for zero impact with a technical report prepared by a Qualified Environmental Professional and include prescribed buffer zones to protect zero impact.

**Recommendation No. 2** *BCTS 2025-2029 Operations Plan*

The Area E APC recommended that language used in the response to BCTS should be more assertive, using “opposed” rather than “not support” and using “insist” instead of “request.”

**DIRECTOR’S REPORT**

The Director’s Report was received.

**NEXT MEETING**      September 23, 2025

**ADJOURNMENT**      7:00 p.m.

**SUNSHINE COAST REGIONAL DISTRICT**

**AREA A - EGMONT/PENDER HARBOUR  
ADVISORY PLANNING COMMISSION**

**Monday, July 28, 2025, 5:45 pm**

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RECOMMENDATIONS FROM THE AREA A ADVISORY PLANNING COMMISSION MEETING HELD IN THE CEDAR ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

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<b>PRESENT:</b>	Chair	Gordon Littlejohn (virtual)
	Members	Jay O’Keeffe Michelle Cunningham Sean McAllister (virtual) Dennis Burnham (virtual) Catherine McEachern (part)
<b>ALSO PRESENT:</b>	Electoral Area A Director	Leonard Lee (Non-voting Board Liaison)
	Alternate Director	Christine Alexander (virtual)
	Planner II	Nick Copes
	GM, Planning & Development	Ian Hall
	Planning Office Assistant	Genevieve Dixon
	SCRD Recorder	Vicki Dobbyn
	Public	2
<b>ABSENT:</b>		Alan Skelley Jane McOuat Farrer Yovhan Burega Tom Silvey Bob Fielding

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**ELECTION OF CHAIR**

Gordon Littlejohn was elected Chair by acclamation

**CALL TO ORDER**

The Chair called the meeting to order at 4:30 p.m.

## **AGENDA**

The agenda was adopted as presented

## **MINUTES**

The following minutes were accepted as circulated:

- Egmont/Pender Harbour (Area A) APC Minutes of May 5, 2025

The following minutes were received for information:

- Halfmoon Bay (Area B) APC Minutes of May 6, 2025
- Roberts Creek (Area D) Minutes of April 29, 2025
- Elphinstone (Area E) APC Minutes of April 29, 2025
- West Howe Sound (Area F) Minutes of April 29, 2025

## **BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

As requested by APC members, Planning staff will provide updates from previous recommendations and discussions. GM Hall provided an update on the OCP Renewal process.

- New information is regularly posted on the SCRD's Let Talk website page and includes reports and events.
- OCP Engagement began June 1 at the Sunshine Coast Pride Festival and with a mailout to every household in the rural areas. The team is out engaging every weekend through July and August with the exception of the long weekends. The approach of showing up in community parks, events, and public spaces is working well to meet diverse audiences for dialogue about what is important to residents.
- To date there have been 280 questionnaire responses, 5 hosted booths, and 260 conversations. Members are encouraged to complete the questionnaire and share with networks.
- A workshop for all APC members on the OCP Renewal process is planned for early October.

## **REPORTS**

### **FRW00017 – 13685 Lee Road**

*Planner Copes introduced the application as an 8-lot subdivision, as shown on the map, that requires a frontage waiver. Staff evaluated the request considering the four criteria included in the report. and believe the request is reasonable. Applicant has also worked with MOTT to determine the appropriate access.*

### **Key points of discussion:**

- Frontage required is 10% of the perimeter. Achieving the 10% would require rejigging of the lots. In this case the perimeter is very long. The proposed frontage for the lot requiring the waiver will be 26 metres long.
- The lot is 40 acres and the proposed frontage is adequate to enable road access for

a potential future subdivision.

- Each lot is 2.5 acres so if the subdivision was reconfigured to meet the 10% of perimeter requirement it would mean fewer lots. Lot 3 has limited access due to wetland .
- Applicant is confident that it will be satisfactory to MOTT for the future development of Lot 6.
- Cost of building road access to Lot 6 is prohibitive at this point.
- Applicant will have to meet SCRD conditions, including connection to water, septic systems that require approvals from VCH, and development permit.
- Topography issues will have to be addressed.
- Zoning bylaw dictates the 2.5-acre size of the lots. This bylaw will be addressed in the OCP renewal process.

It is understood that recommending approval of this waiver is done without precedent or prejudice for any other frontage waiver applications.

**Recommendation No. 1** *FRW00017 – 13685 Lee Road.*

The Area A Advisory Planning Commission recommended that the application as presented be supported.

**BCTS 2025-2029 Operations Plan**

Review of the BCTS Operations plan included review by SCRD Water staff. Some areas are flagged for clarification if they are in the watershed. Members may comment on other areas but may want to focus comments to Area A. The deadline for feedback from SCRD is August 4. Feedback from APCs will be forwarded with the Board resolution from the July 24 Board meeting.

**Key points of discussion:**

- The Maps are very helpful. Members appreciate the concern about old growth and watershed and species in jeopardy.
- The Province has an old growth management review, but the Operations Plans doesn't consider that.
- It would be helpful if maps had aerial photos showing contours and drainage patterns.
- There is no indication of surrounding areas especially of map 5.
- There are no comments about slash removal or fire prevention actions in the staff report.
- Members asked about previous communications with BCTS. Staff responded that in some years there have been good proactive discussions. This year the Operations Plan just showed up so staff wasn't well positioned to bring it forward as early as they would have liked. Staff will attempt to restore the previous process.
- The difference between old growth and old growth recruitment is different ages of the forest, some are old growth and others will soon be old growth. This is

referenced in the Province's old growth management review.

- Members agreed with the recommendations under Block 005 and 008 concerning proximity to watershed.
- In future maps, it would be helpful to include information for each individual cut block about the dates that forests were previously logged, the dates they were reforested, and if and when debris was cleared and disposed of.

**Recommendation #2**      *BCTS 2025-2029 Operations Plan*

The Area A APC recommended that concerns previously raised by the Area A APC regarding the visual impacts of logging in Jervis Inlet be reiterated to BCTS.

**DIRECTOR'S REPORT**

There was no Director's Report.

**NEXT MEETING**      September 22, 2025

**ADJOURNMENT**      6:53 p.m.

**SUNSHINE COAST REGIONAL DISTRICT**

**AREA B - HALFMOOM BAY  
ADVISORY PLANNING COMMISSION**

**Monday, July 28, 2025, 7:00 pm**

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RECOMMENDATIONS FROM THE AREA B ADVISORY PLANNING COMMISSION MEETING HELD IN THE CEDAR ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

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<b>PRESENT:</b>	Chair	Kim Dougherty
	Members	Suzette Stevenson Nicole Huska Barbara Bolding Robert Baziuk Duncan Smith Andy Jones-Cox Joshua Van Klinken
<b>ALSO PRESENT:</b>	Electoral Area B Director	Justine Gabias (virtual) (Non-voting Board Liaison)
	SCRD GM, Planning & Development	Ian Hall
	SCRD Planning Office Assistant	Genevieve Dixon
	SCRD Recorder	Vicki Dobbyn
<b>ABSENT:</b>		Eleanor Lenz Alda Grames

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**CALL TO ORDER**

The Chair called the meeting to order 7:02 p.m.

**AGENDA**

The agenda was adopted with the following additions:

- Updates from SCR D staff under Business Arising

**MINUTES**

The Halfmoon Bay (Area B) APC Minutes of May 6, 2025 were accepted noting the following correction:

- Page 4 - Under Key Points of Discussion, replace "integrate the 30 x 30 plan into the OCP" with "better understand the 30 x 2030 plan in relation to the OCP."

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of May 5, 2025
- Roberts Creek (Area D) Minutes of April 29, 2025
- Elphinstone (Area E) APC Minutes of April 29, 2025
- West Howe Sound (Area F) Minutes of April 29, 2025

### **BUSINESS ARISING FROM THE MINUTES AND UNFINISHED**

GM Hall provided an update on the OCP Renewal process:

- The OCP community engagement began June 1 with a mailout to all addresses in the rural areas, and staff attending scheduled events and popups in July and August.
- The website has a calendar of community engagement events, including Thursday, August 14, 3:30 to 6:30, at the Welcome Woods store.
- As of last week, about 300 survey responses and 260 conversations were completed.
- There will be a workshop for all APC members on the OCP Renewal process, probably on October 1. A confirmation email will be sent
- A report on the feasibility of the integration of OCPs was received by the Electoral Areas Services Committee this month. It is available as part of the Committee agenda will be on the Let's Talk website shortly.

### **REPORTS**

#### **BC Timber Sales (BCTS) 2025-2029 Operations Plan**

GM Hall introduced the BCTS referral noting that BCTS refers the Operations Plan every year to the SCRD, and the Board responds in accordance with the communications protocol, focusing on the implication to SCRD services and assets, and community interests. The SCRD response includes staff analysis and recommendations which have been approved by the SCRD Board and will be submitted by the August 4 deadline. Additional recommendations from the APCs will also be included.

#### **Key Points of Discussion:**

- Block 003 – This block contains significant old growth forest and would have potential impact on a proposal from community groups to save this block for potential expansion of the Smuggler Cove Marine Provincial Park. The proposed expansion includes all the crown land north of Curran Road and land bordering Homesite Creek, and would be 3-4 times larger than the current park. Some private land has been acquired by a foundation, including Jeddah Point. Application has been made to BC Parks. Members requested further consideration of this proposal by the APC.
- Block 006 – APC members support the staff recommendations
- Block 007 – There are no additional recommendations.
- Block 010 – This cut block should be referred to the Sunshine Coast Trails Society for their consideration.

**Recommendation No. 1**    *BCTS 2025-2029 Operations Plan*

The Area B APC recommended that the staff report in response the BCTS Operations Plan be supported.

**Recommendation No. 2**    *BCTS 2025-2029 Operations Plan*

The Area B APC recommended that BCTS be advised of community concerns related to impacts from timber harvesting to a wetland and to Lee Creek on the northwest corner of Block SECH002.

**DIRECTOR'S REPORT**

The Director's Report was received.

**NEXT MEETING**        September 22, 2025

**ADJOURNMENT**        8:14 p.m.

**SUNSHINE COAST REGIONAL DISTRICT**

**AREA D – ROBERTS CREEK  
ADVISORY PLANNING COMMISSION**

**Tuesday, July 29, 2025, 4:30 pm**

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RECOMMENDATIONS FROM THE AREA D ADVISORY PLANNING COMMISSION MEETING HELD IN THE CEDAR ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

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<b>PRESENT:</b>	Chair	Mike Allegretti
	Members	Jim Budd Chris Glew William Ferguson Meaghan Hennessy Caroline Tarneaud Robert Hogg
<b>ALSO PRESENT:</b>	Electoral Area D Director	Kelly Backs (Non-voting Board Liaison)
	Alternate Director	Mary Louise Hardy (virtual) (Non-voting Board Liaison)
	SCRD Senior Planner	Julie Clark
	SCRD Planning Office Assistant	Genevieve Dixon
	SCRD Recorder	Vicki Dobbyn
<b>ABSENT:</b>	Members	Gerald Rainville Lesley-Anne Staats

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**CALL TO ORDER**     The Chair called the meeting to order 4:34 p.m.

**AGENDA**             The agenda was adopted as presented.

**MINUTES**

The Roberts Creek (Area D) Minutes of April 29, 2025 were accepted as circulated.

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of May 5, 2025

- Halfmoon Bay (Area B) APC Minutes of May 6, 2025
- Elphinstone (Area E) APC Minutes of April 29, 2025
- West Howe Sound (Area F) Minutes of April 29, 2025

## **BUSINESS ARISING AND UNFINISHED BUSINESS**

APC members had requested updates on previous agenda items so an update on the OCP renewal process was provided by Senior Planner Clark.

- The community engagement process launched on June 1 at the Pride event. Staff have connected with youth at Elphinstone and Chatelech Secondary Schools and a report on this consultation is available on the Let's Talk page for the project. These results will be considered part of phase 1 engagement, which will be reported on in October. Each electoral area had an event or pop up engagement in July. All areas will have new locations and events in August.
- This is the first of three stages of engagement and is an awareness phase. There will be results from phase 1 before launching phase 2, which is scheduled for January to March 2026 and will be more specific. The third phase, when there will be a draft, is expected to be in early 2027.
- A feasibility report has been completed to demonstrate how the seven OCPs can be integrated, what is similar and what is different among the OCPs, and what the framework would look like. It is posted on the Let's Talk page.
- It is anticipated that a workshop for all APC members on the OCP renewal process will be held on October 1 and will be confirmed.

### **Key points of discussion:**

- The Board would like to see a draft before 2026 election.
- The Roberts Creek Community Association would be glad to host an event at the hall.

## **REPORTS**

BCTS 2025-2029 Operations Plan

### **Key Points of Discussion:**

- There is a question as to whether the Operations Plan takes into consideration private found and surface waters. There are references in the response that refer to surface and ground water,
- There needs to be more science in the study of private water sources.
- There needs to be a buffer where the source of water is being kept safe, for example when a creek that fills a well is being logged.
- There is no engagement process with private water users.
- There is a provincial map of the aquifer in RC.

- There are 4 cut blocks that feed into Roberts Creek that are salmon spawning areas, but this is not addressed in the response.
- The patchwork of parks should be joined in order to protect water sources. However, park designation can limit recreational uses.
- Meeting an expanding population and increasing housing demands depends on protecting water sources.
- The problem is that we have become an interurban area and advocacy with the Premier and the Minister of Forests is needed.
- Recreation concerns were not included because it does not come under SCRD authority.
- Some community interests come up against the economics involved because the forest areas are very productive.
- It would be great to have a designated educational forest.
- The forest in Roberts Creek has significant production of pine mushrooms.
- It is imperative to protect the salmon ecosystem which can be damaged by logging.
- The North Shore is successful in not being logged because there is more private land and more population to advocate.

**Recommendation No. 1**    *BCTS 2025-2029 Operations Plan*

The Area D APC recommended that the following statement be included in the response to BCTS:

It is requested that the SCRD send letters the Premier of the Province, Mr. David Eby, and the Minister of Forests, Mr. Ravi Parmar, requesting that chart areas that British Columbia Timber Sales (BCTS) holds on the lower Sunshine Coast that are a threat to the water supply and salmon habitat when harvested, be removed from BCTS's chart so these lands can be managed for their water supply, recreational potential, and protection of species. In summary, the Provincial Government must recognize that these areas are no longer just areas to produce "fibre", but are now prime inter-urban areas that provide water to the local residents, biodiversity, and recreational possibilities for the citizens of the whole province.

**DIRECTOR'S REPORT**

The Director's Report was received.

**NEXT MEETING**      September 23, 2025

**ADJOURNMENT**    5:35 p.m.

**SUNSHINE COAST REGIONAL DISTRICT**

**WEST HOWE SOUND (AREA F)  
ADVISORY PLANNING COMMISSION**

**Tuesday, July 29, 2025, 7:00 pm**

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RECOMMENDATIONS FROM THE AREA F ADVISORY PLANNING COMMISSION MEETING HELD IN THE CEDAR ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

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<b>PRESENT:</b>	Chair	Miyuki Shinkai (virtual)
	Members	Byron Roehrl Sue Fitchell (virtual) Marlin Hanson (virtual, part)
<b>ALSO PRESENT:</b>	Electoral Area F Director	Kate-Louise Stamford (virtual) (Non-voting Board Liaison)
	SCRD Senior Planner	Julie Clark
	SCRD Planning Office Assistant	Genevieve Dixon
	SCRD Recorder	Vicki Dobbyn
<b>REGRETS:</b>	Members	Jon McMorran Roan Blake
<b>ABSENT:</b>	Members	Tim Rockford

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**ELECTION OF CHAIR AND VICE CHAIR**

Miyuki Shinkai was acclaimed as Chair.  
Byron Roehrl was acclaimed as Vice Chair.

**CALL TO ORDER**     The Chair called the meeting to order 7:08 p.m.

**AGENDA**             The agenda was adopted as presented.

**MINUTES**

The West Howe Sound (Area F) Minutes of April 29, 2025 were accepted as circulated with the revision on page 3 to replace "Proposed housing in Langdale - CONS" with "Proposed housing in Port Mellon - CONS."

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of May 5, 2025
- Halfmoon Bay (Area B) APC Minutes of May 6, 2025
- The Roberts Creek (Area D) Minutes of April 29, 2025
- Elphinstone (Area E) APC Minutes of April 29, 2025

## **BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

Julie Clark, Senior Planner, provided the following update on the OCP Renewal Process:

- A staff report has gone forward to the Board on youth engagements conducted at Chatelech and Elphinstone Secondary Schools. The findings are considered part of OCP Engagement Phase 1. The report is available on the Lets Talk page.
- The OCP community engagement kicked off June 1 at the Pride event, and will have all areas covered in July and again in August, as well as some regional events like the Sechelt Farmers Market and the Labour Council picnic.
- There have been 294 responses to the survey, and five booths with 300 conversations. The questionnaire deadline is the end of September.
- There will be table at Sunnycrest Mall on Thursday August 21 from 3:30 to 6:30.
- This is values-oriented feedback related to the project pillars: environment/climate resiliency and housing.
- Phase 2 will include a draft framework
- Staff and consulting team have completed a report on the feasibility of OCP integration which aims to demonstrate that it is possible to integrate the seven OCPs. This is available on the Lets Talk page
- A notice will be sent next week confirming an early October date for a workshop for all APC members on the OCP renewal process.

The Area F director noted the importance of managing expectations and conveyed that some things fall outside purview of this engagement/project.

### **REPORTS**

#### **BCTS 2025-2029 Operations Plan**

- Staff introduced the BCTS referral noting the response is guided by the SCR D and BCTS communication protocol adopted in 2014 that includes timelines. The plan is for 500 hectares. The recommendations are focussed on SCR D services areas and assets including water sources and old growth forests, and will also be forwarded to the Minister of Forests. The plan was reviewed by many different SCR D services staff across departments.
- The SCR D has a 90-day timeline to respond. Recommendations have already been approved by the SCR D Board so APCPs are being asked for additional recommendation.

#### **Key Points of Discussion:**

- APC members noted that they did not see any communications or engagement opportunities from BCTS. They heard about the BCTS Operations Plan only through SCR D.

- SCRD should request information from BCTS on wildfire mitigation risk in slash areas and what are the clean up measures. Slash is a lot of fuel for forest fires.
- Members would like to see additional studies that have been done
- The issue of the recharge of aquifer should be addressed.
  
- There are questions about the economic impact of opposing the cut blocks.
- Waterway setbacks are very important and the setbacks around streams are minimal.
- McNab 003 – question about what species is endangered. Howe Sound Biosphere website is a good resource.

**Recommendation No. 1** *BCTS 2025-2029 Operations Plan*

The Area F APC recommended that more specific concerns about mudslides and downstream flooding, particularly in steep topography, be included in the BCTS engagement response.

**Recommendation No. 2** *BCTS 2025-2029 Operations Plan*

The Area F APC recommended that BCTS be requested to engage and consult with the community directly.

**DIRECTOR'S REPORT**

The Director's Report was received.

**NEXT MEETING**      September 23, 2025

**ADJOURNMENT**      8:00 p.m.



# Staff Report Referral for Information

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**TO:** Advisory Planning Commissions: Areas A, B, D, E, F  
**AUTHOR:** Julie Clark, Senior Planner  
**SUBJECT:** **Status Update: Integrating Seven OCPs into One**

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## OVERVIEW

### Purpose of Report

The purpose of this report is to share information with Advisory Planning Commissions (APCs) as project background and pre reading for APC Workshop #2, scheduled for October 1, 2025. Recommendations are not requested.

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## BACKGROUND

The attached staff report and integration summary was presented at SCRD Electoral Areas Committee on July 17 2025 for information and adopted at SCRD Board on September 11, 2025. It is available on the project's [Lets Talk Page](#). This integration work is a step toward the Board's direction to integrate seven OCPs into one.

## NEXT STEPS

A draft organizing framework for the OCP is planned for presentation to EAS Committee in November, 2025. It is anticipated that the attached integration methods and the proposed organizing framework (Nov 2025) will guide structural development of the OCP. This body of work will combine with technical studies and community engagement feedback (phase 1 and 2) to inform drafting of the OCP in late 2026 and 2027.

## APC WORKSHOP: OCT 1<sup>ST</sup>

The purpose of the workshop is to invite all local context advisors to the OCP project to contribute insight about their community's unique character considerations, including questions such as: What should be preserved? What should be strengthened? There will also be opportunity for dialogue about character considerations that may be shared across multiple electoral areas.

The attached integration report is pre reading for the APC Workshop on October 1<sup>st</sup>, 2025.

Note: OCP local context advisors (APC members) will receive a short questionnaire in advance of the workshop. Advisors' answers will inform the workshop design.

**ATTACHMENT(S):**

A - Staff report: Status Update: Integrating Seven OCPs into One,  
Report: Existing Official Community Plan Integration Analysis

Reviewed by:			
Manager	X - J. Jackson		



# Staff Report For Information

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**TO:** Electoral Areas Services Committee – July 17, 2025  
**AUTHOR:** Julie Clark, Senior Planner  
Jonathan Jackson, Manager, Planning & Development  
**SUBJECT:** **Status Update: Integrating Seven OCPs into One**

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## OVERVIEW

### Purpose of Report:

The purpose of this report is to provide an update on work toward an integrated Official Community Plan structure that includes the Board-directed key elements of a future OCP.

This report is for information. No staff recommendation accompanies this report and “Electoral Area Services Committee” or “Board” action is not required.

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## BACKGROUND

This report provides information regarding work toward an integrated Official Community Plan structure that includes the key elements of a future OCP, as directed by SCRD Board on February 27, 2025 from resolution 061/25 Rec No. 1, including:

- a. A policy framework of one OCP and one Zoning Bylaw that integrates Development Approval Process Review (DAPR) objectives
- b. Two pillars of Housing and Environment & Climate
- c. Meeting legislative requirements
- d. Integration of the Regional Growth Baseline Study with supporting Growth Management Principles...”

## DISCUSSION

To support the integration of SCRD’s seven OCPs, methods for a comparative analysis and integration of existing OCPs were developed.

This report shares work-to-date, specifically, 1) a summary of the methods for integrating seven existing OCPs into one and 2) a preliminary outline of an integrated OCP that is aligned with current Board direction (Attachment A).

A preliminary outline is being shared to demonstrate at a technical level that it is possible to integrate seven OCPs. The integration methods used seek to capture the **existing range of common themes** and **unique aspects** across all seven OCPs. Phase one engagement will test and enhance the findings of this integration work as we hear from our community about how we should grow over the next 20 years. Key highlights are provided, below:

- **A first effort to integrate seven OCPS:** The integration report represents a first effort of how the OCPS across electoral areas can be crafted into a single OCP that provides a coherent regional vision for rural areas, while recognizing the unique character and concerns of the different communities from Port Mellon to Egmont.
- **Common themes and unique categories:** Common themes in the document were developed based on a comparative analysis of all OCPS. Three overarching themes emerged: Physical Environment & Natural Areas, Types of Land Uses, and Infrastructure & Utilities. Additional key themes were sorted into a fourth theme: Unique Categories. These key themes will inform the final structure and outline of the unified OCP document.
- **Preliminary outline of an integrated OCP structure:** The preliminary outline proposes six possible sections in a future OCP document: Introduction, Environment & Climate, Housing & Community, Development Permit Areas, Maps, Implementation. These sections can include discussion of all the key themes, including Unique Categories, so the priorities and concerns of all existing OCPS have a 'home' within the unified document.
- **To be refined with results of engagement phase one and technical studies:** It's important to note that this work is a preliminary outline, and at this point intended to show that a unified approach is possible. Further Board direction, input from Phase 1 engagement as well as results of technical studies will inform the final structure and key themes of the OCP, to be decided by SCRD Board.

Once results of phase one engagement and current technical studies are complete further review and refinement of this integration work will occur that will require SCRD Board decisions regarding formal direction on the OCP's structure/table of contents. This is anticipated to be in late Q4, 2025.

## **FINANCIAL IMPLICATIONS**

A single OCP with aligned zoning bylaw will be easier to use and more efficient for community/development applicants. Such a framework will also be more efficient for SCRD to administer relative to the current multi-bylaw situation. A single set of definitions, application forms, maps, etc. will enable faster training for staff, streamlined processing, and simpler public-facing communications. Less work will be required to prepare updates in response to provincial or other legislative changes.

## **LEGISLATIVE IMPLICATIONS**

The Board has directed that an integrated SCRD OCP will meet all legislative requirements.

**STRATEGIC PLAN IMPLICATIONS**

The OCP will integrate strategic plan directions as they relate to managing current and future community growth.

This initiative/proposal can be seen as supporting the Strategic Focus Area of Water Stewardship in the Board’s 2023 – 2027 Strategic Plan.

**TIMELINE**

SCRD Board decision-making about the structure/table of contents of a future OCP will follow after engagement and study results. This is anticipated to be in late Q4, 2025.

**COMMUNICATIONS**

Key messages associated with integrating seven OCPs into one is included in the project’s overall communications plan.

**Internal:** the project team, consisting of staff from across the SCRd, are aware of the work to integrate seven OCPs, and are participating in the review and refining of this work.

**External:** this work will be included in the planned all-APC workshop in September. Staff are in communication with staff from other local governments and First Nations.

**SUMMARY AND CONCLUSION**

This report represents a first effort on the methods to integrate SCRd’s existing OCPs into one plan, with a regional vision and unique policies. This report includes a sample outline of an OCP that is intended as a demonstration of a path forward to accomplish board direction: integrate existing OCPs, focus on two pillars (housing and climate/environment), meet legislative requirements and build on the regional growth baseline study.

**ATTACHMENT(S):**

Attachment A – Existing Official Community Plan Integration Analysis

Reviewed by:			
Manager	X – J. Jackson	Finance	
GM	X – I. Hall	Legislative	
CAO	X – T. Perreault	Other	

Love  
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# Existing Official Community Plan Integration Analysis

## Official Community Plan Renewal Project

Sunshine Coast Regional District

July 2025

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# 1. Overview

This document is a desktop comparison of the seven current Official Community Plans (OCPs) across the Sunshine Coast Regional District (SCRD) to identify an approach for a future single OCP that can balance regional and local considerations. This analysis summary demonstrates how the integration of the seven current OCPs into a single OCP is possible by using a Preliminary OCP Outline.

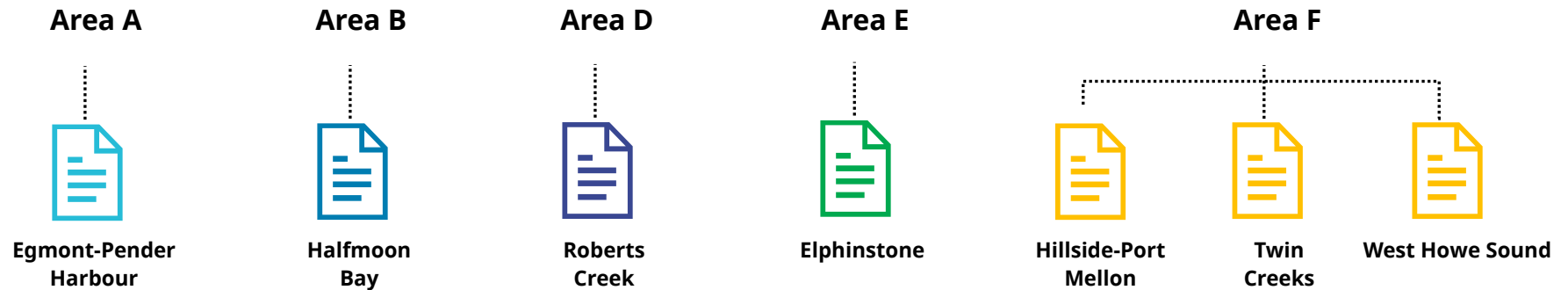
To achieve a single OCP, the findings from this analysis will be combined with technical analysis and feedback from the public and stakeholders to inform a draft OCP, which will in turn be available for feedback in the Round 2 engagement anticipated for January 2026.

## This document includes:

- An overview of how this analysis will fit together with other aspects of the project to inform the future OCP.
- To “see the possibilities”, a preliminary Outline for a future integrated OCP with identification on how content for various potential subject matter could be developed through the OCP Renewal Project.
- A comparison of the commonalities and unique characteristics of the current OCPs.
- Identification of how a future single OCP can meet legislative requirements.

## Overview of an Official Community Plan

Land use planning across the Sunshine Coast is currently informed by multiple plans. There is one OCP for each of the municipalities, while the shíshálh Nation has a Strategic Land Use Plan and Squamish Nation has a sacred land use plan. For the Sunshine Coast Regional District (SCRD), there are seven OCP documents for the following electoral areas:



An OCP is a provincially mandated planning document that provides a framework to manage growth and change for a 20-year timeframe, and the OCP must meet various legislative requirements.

OCPs include objectives and policies to clearly identify both intent and actions. This analysis compares these elements across SCRD's seven OCPs to identify potential opportunities for a single integrated OCP, which can further enhance alignment across the SCRD and enable efficiencies in implementation.

## 1.1 Methodology

The methodology for comparing the seven current OCPs (excluding an analysis of Development Permit Areas or DPAs) consisted of six stages. The purpose of this analysis is comparison only. Assessment of the efficacy of the objective or policies was not considered at this time and will be addressed further in the OCP renewal process. The six stages included:

### Stage 1: Subject Matter Categorization to identify common themes and unique aspects of the OCPs

Based on the subject areas identified in each of the OCPs' table of contents, a comparison was undertaken to group subject areas that were identical, followed by subject areas that were similar. A review of the objectives and policies of each area helped to determine alignment between them, and opportunities for grouping. The objectives and policies were similarly reviewed for any 'unique' subject areas (topics that only occurred in 1 or 2 OCPs) to confirm whether the subject in question is unique or should be grouped with another subject area. Additionally, where subject areas used slightly different naming conventions, a common reference was identified and then those subject areas were grouped when appropriate.

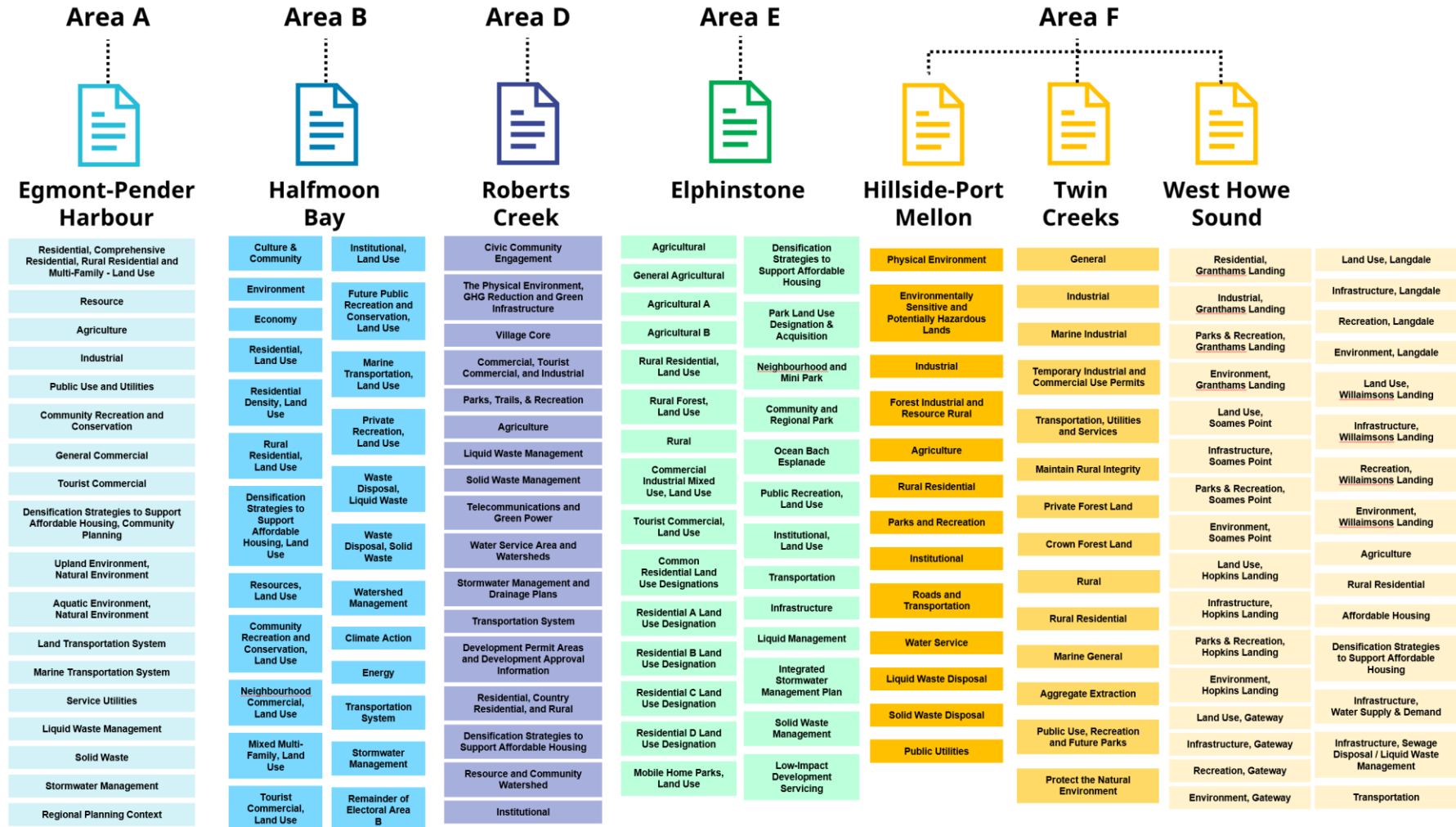
### Stage 2: Establishment of Common Themes

Further analysis of the subject areas included another opportunity for grouping. Three high-level categories emerged for most of the subject areas including **Physical Environment & Natural Areas**, **Types of Land Uses**, and **Infrastructure and Utilities**.

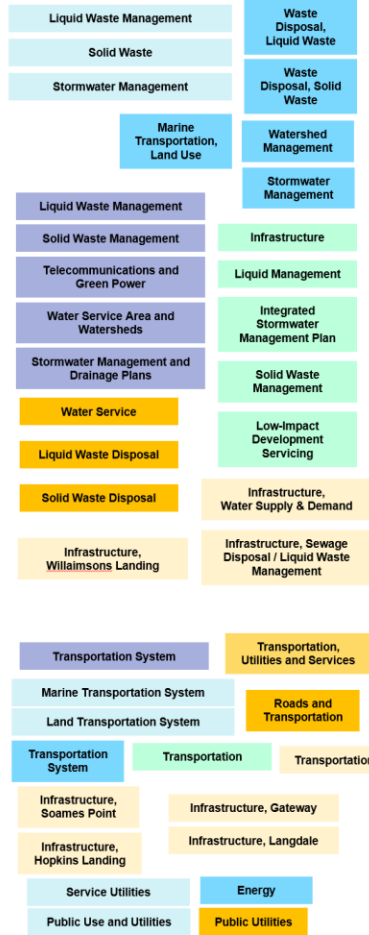
Five subject areas remained unique, which were included in a **Unique Categories** section. A comparative table for each of the common themes demonstrates how the subject areas from all seven OCPs were grouped or themed (see Tables 1 through 4).

### Stage 3: Comparison by Subject Area

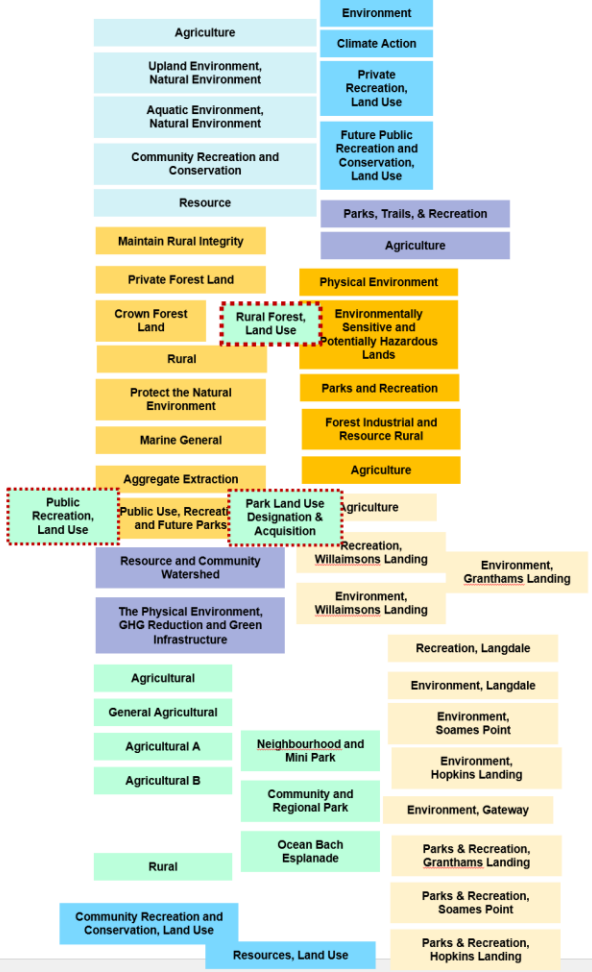
This next level of comparison included a review of all the objectives and policies for each subject area. All relevant content from each of the OCPs was organized by subject area, then by objective, then by policies. A detailed review of each subject area identified similarities across the OCPs and topics unique to specific OCPs.



### Infrastructure & Utilities



### Physical Environment & Natural Areas



### Types of Land Uses



### Misc.



#### **Stage 4: Comparison by Common Theme**

Based on the comparison of the Subject Areas, a further comparison of the Common Themes was undertaken. This assessment looked for commonalities or uniqueness across all Subject Areas identified within the Common Theme to identify high-level similarities and differences.

#### **Stage 5: Legislative Framework Opportunities**

With the known similarities and differences of the seven current OCPs, identification of opportunities to align with the *Local Government Act* requirements for OCPs were identified. The current OCPs were all prepared at different times and legislative requirements have changed over time. In preparation for a new single OCP for the SCRD, the current legislative framework must be met. This detailed analysis of the current OCPs highlighted opportunities for how a new OCP can meet those requirements.

#### **Stage 6: Preliminary Outline**

Based on the identified similarity and differences, as well as the Legislative Framework Opportunities assessment, a high-level OCP outline was developed to demonstrate how the technical requirements of an OCP could be met that balanced regional and local considerations. Additional information from public engagement and technical analysis will further inform any future OCP structure.

## 1.2 Key Findings of Comparative Analysis

Based on the analysis of the seven existing OCPs, a single integrated OCP is feasible. Many similarities exist between the current OCPs on main themes such as a commitment to environmental sustainability and housing. Unique subjects were also evident on specific subject areas, but not as much as was anticipated. Many foundational elements of an OCP (housing and land uses, servicing requirements) have common elements to any community. Opportunities for additional local character are possible and should be considered within an integrated OCP. This type of policy will be informed primarily from public engagement. Overall, an integrated approach provides consistent language and interpretation across the region that can further support advocacy and implementation efforts. Combined with local character and specific community considerations to meet legislative requirements, a single integrated OCP would balance regional and local needs.

Across the seven OCPs, three overarching themes emerged:



### 1. Physical Environment & Natural Areas



### 2. Types of Land Uses



### 3. Infrastructure & Utilities

Throughout these themes policies and objectives focused on how to address essential community needs and local characteristics with a focus on sustainability and regional planning priorities. While each OCP has unique aspects relevant to their given communities, all of the OCPs aim to foster resilience and adaptability in communities. Several sub-topics were identified for each theme based on the content of the existing OCPs, which are identified in the tables below. In each table, an OCP that did not include either objectives or policies relevant to a given sub-theme has a grey cell. The OCPs are ordered by approval date or age with the oldest OCPs on the left-hand side and the newer OCPs on the right-hand side.

Additional subject matter present in the OCPs that did not fall under the three main themes were sorted into a fourth theme:



### 4. Unique Categories



## Physical Environment & Natural Areas

Table 1 outlines the grouping or themes under Physical Environment & Natural Areas, which include:

- Agriculture
- Rural
- Parks and Recreation
- Environment
- Resource
- GHG / Climate Action

Within most of the OCPs, the Agriculture sub-theme focuses on the preservation of agricultural land while promoting local farming initiatives that can foster economic sustainability. The Rural sub-theme prioritizes maintaining the community's character and ensuring affordable housing options. Parks and Recreation initiatives aim to enhance community involvement through improved access to recreational spaces.

These sub-themes primarily explore environmental protection objectives that emphasize habitat preservation and the active participation of local communities in environmental stewardship. Policies around resource management advocate for biodiversity and sustainable practices that protect the region's ecosystems. Details on climate initiatives are outlined, with a primary focus on greenhouse gas emissions (a legislative requirement) and enhancing energy efficiency. Collectively, there is a focus on policies aimed at promoting sustainable practices across all sub-themes, supporting the overarching aim of fostering environmental, social, and economic resilience.

The Roberts Creek OCP is the most comprehensive for this Common Theme, providing policy direction for every sub-theme. The Rural and GHG/Climate Action sub-themes has the least amount of objective and/or policy-specific content, while Environment was covered by all seven of the OCPs. As GHG reduction targets are a legislative requirement, there is opportunity to establish a common approach for GHG reduction. Furthermore, the shared commitment to environmental sustainability and resilience demonstrated in all of the OCPs reinforces a future OCP pillar for Environment and Climate.

**Table 1: Physical Environment & Natural Areas Sub-themes & OCP Objectives/Policies**

		Electoral Area F			Electoral Area B	Electoral Area A	Electoral Area E	Electoral Area D
Sub-theme	Hillside-Port Mellon (1995/06)	Twin Creeks (2005)	West Howe Sound (2011/18)	Halfmoon Bay (2014/18)	Egmont Pender Harbour (2018)	Elphinstone (2008/18)	Roberts Creek (2012/18)	
<b>Agriculture</b>	Agriculture [objective, no policy]		Agriculture		Agriculture	Agricultural	Agriculture	
						General Agricultural		
						Agricultural A		
						Agricultural B		
<b>Rural</b>		Rural				Rural	*Residential, Country Residential, and <i>Rural</i>	
		Maintain Rural Integrity [objectives, no policies]						
<b>Parks and Recreation</b>	Parks and Recreation		Recreation, Williamsons Landing	Community Recreation and Conservation, Land Use	Community Recreation and Conservation	Public Recreation, Land Use	Park, Trails & Recreation	
		Public Use, Recreation and Future Parks	Recreation, Langdale	Future Public Recreation and Conservation, Land Use [objective, no policy]		Community and Regional Park [no objectives, policies]		
			Recreation, Gateway	Private Recreation, Land Use		Park Land Use Designation & Acquisition		
			Parks & Recreation, Granthams Landing			Neighbourhood and Mini Park [no objectives, policies]		
			Parks & Recreation, Soames Point			Ocean Bach Esplanade [no objectives, policies]		
			Parks & Recreation, Hopkins Landing					
<b>Environment</b>	Physical Environment	Protect the Natural Environment	Environment, Langdale	Environment	Upland Environment, Natural Environment		*The Physical Environment, GHG Reduction and Green Infrastructure	

Physical Environment & Natural Areas

**Table 1: Physical Environment & Natural Areas Sub-themes & OCP Objectives/Policies**

	Electoral Area F			Electoral Area B	Electoral Area A	Electoral Area E	Electoral Area D
Sub-theme	Hillside-Port Mellon (1995/06)	Twin Creeks (2005)	West Howe Sound (2011/18)	Halfmoon Bay (2014/18)	Egmont Pender Harbour (2018)	Elphinstone (2008/18)	Roberts Creek (2012/18)
	Environmentally Sensitive and Potentially Hazardous Lands	Marine General	Environment, Gateway		Aquatic Environment, Natural Environment		
			Environment, Granthams Landing				
			Environment, Soames Point				
			Environment, Hopkins Landing				
		Private Forest Land				Rural Forest, Land Use	
		Crown Forest Land					
<b>Resource</b>	*Forest Industrial and <i>Resource Rural</i>	Aggregate Extraction		Resources, Land Use	Resource		Resource and Community Watershed
<b>GHG / Climate Action</b>				Climate Action			*The Physical Environment, <i>GHG Reduction and Green Infrastructure</i>

\*Sections of an OCP that fall under two groupings or sub-themes. In these cases, the relevant objectives and policies were assessed based on the sub-theme.



## Types of Land Uses

Table 2 outlines the grouping or themes under Types of Land Uses, which includes:

- Residential
- Rural Residential
- Mobile Homes
- Multi-Family Residential
- Affordable Housing
- Institutional
- Commercial
- Industrial
- Village Core

Across the sub-themes, there is an emphasis on establishing diverse housing options while simultaneously aiming to preserve rural characteristics unique to the different communities in the region. There are also policies focusing on sustainable development and environmental conservation. Several OCPs also identify support for local economic activities. Other goals emphasize the importance of addressing local needs through community participation and engagement in the decision-making process.

Residential-related land uses are the most common sub-themes in this section (Residential, Rural Residential, Mobile Homes, Multi-Family Residential, Affordable Housing), though the Hillside-Port Mellon OCP and Twin Creeks OCP do not contain objectives and/or policies for this sub-theme. Every OCP provides objectives and/or policies for Rural Residential, while other sub-themes such as Mobile Homes (Elphinstone), Neighbourhood Village Centre (West Howe Sound), and Village Core (Roberts Creek) are only covered in one OCP. Older OCPs such as Hillside-Port Mellon (1995/2006) and Twin Creeks (2005) do not have any objective/policy sections covering Affordable Housing or Multi-Family Residential sub-themes.

The institutional, commercial, industrial, and village core sub-themes also focuses on balancing commitments made to preserve cultural heritage and ecological health. While there are targeted policies designed to address specific local needs,

the details around institutional, commercial, industrial, and village core uses remain relatively underrepresented in comparison to residential types. This may suggest an area for potential future exploration or development within land use discussions, particularly regarding how these lesser-mentioned categories could better integrate with and support the more widely discussed forms of land use, especially in the context of community and economic engagement.

**Table 2: Types of Land Uses Sub-themes & OCP Objectives/Policies**

		Electoral Area F			Electoral Area B	Electoral Area A	Electoral Area E	Electoral Area D	
Sub-theme		Hillside-Port Mellon (1995/06)	Twin Creeks (2005)	West Howe Sound (2011/18)	Halfmoon Bay (2014/18)	Egmont Pender Harbour (2018)	Elphinstone (2008/18)	Roberts Creek (2012/18)	
Types of Land Uses	Residential			Residential, Granthams Landing	Residential, Land Use	*Residential, Comprehensive Residential, Rural Residential and Multi-Family - Land Use	Common Residential Land Use Designations	*Residential, Country Residential, and Rural	
							Residential A Land Use Designation [policies, no objectives]		
								Residential B Land Use Designation [policies, no objectives]	
								Residential C Land Use Designation [policies, no objectives]	
						Residential Density Policies, Land Use [policies, no objective]			Residential D Land Use Designation [policies, no objectives]
	Rural Residential	Rural Residential	Rural Residential	Rural Residential, Land Use	*Residential, Comprehensive Residential, Rural Residential and Multi-Family - Land Use	Rural Residential, Land Use	*Residential, Country Residential, and Rural		
	Mobile Homes					Mobile Home Parks, Land Use			
	Multi-Family Residential			Neighbourhood Village Centre	Mixed Multi-Family, Land Use	*Residential, Comprehensive Residential, Rural Residential and Multi-Family - Land Use			

**Table 2: Types of Land Uses Sub-themes & OCP Objectives/Policies**

Sub-theme	Electoral Area F			Electoral Area B	Electoral Area A	Electoral Area E	Electoral Area D
	Hillside-Port Mellon (1995/06)	Twin Creeks (2005)	West Howe Sound (2011/18)	Halfmoon Bay (2014/18)	Egmont Pender Harbour (2018)	Elphinstone (2008/18)	Roberts Creek (2012/18)
<b>Affordable Housing</b>			Densification Strategies to Support Affordable Housing  Affordable Housing	Densification Strategies to Support Affordable Housing, Land Use	Densification Strategies to Support Affordable Housing, Community Planning	Densification Strategies to Support Affordable Housing	Densification Strategies to Support Affordable Housing
<b>Institutional</b>	Institutional			Institutional, Land Use		Institutional, Land Use	Institutional
<b>Commercial</b>				Neighbourhood Commercial, Land Use	General Commercial	Commercial Industrial Mixed Use, Land Use	*Commercial, Tourist Commercial, and Industrial
		Temporary Industrial and Commercial Use Permits [no objectives / policies, just a criteria]		Tourist Commercial, Land Use	Tourist Commercial	Tourist Commercial, Land Use	*Commercial, Tourist Commercial, and Industrial
<b>Industrial</b>	Industrial	Industrial	Industrial, Granthams Landing		Industrial		*Commercial, Tourist Commercial, and Industrial
	*Forest Industrial and Resource Rural						
		Marine Industrial					
<b>Village Core</b>							Village Core
<b>General Land Use</b>			Land Use, Williamsons Landing				
			Land Use, Langdale				
			Land Use, Hopkins Landing				
			Land Use, Gateway				
			Land Use, Soames Point				

\*Sections of an OCP that fall under two groupings or sub-themes. In these cases, the relevant objectives and policies were assessed based on the sub-theme.



## Infrastructure & Utilities

Table 3 outlines the grouping or themes under Infrastructure & Utilities, which includes:

- Liquid Waste
- Solid Waste
- Stormwater
- Water Supply
- Transportation
- Utilities
- Miscellaneous (low-impact development servicing, telecommunications, energy/green power, community-specific infrastructure)

The depth and types of policies for infrastructure range across the seven OCPs with the Twin Creeks OCP focused solely on transportation to the Egmont Pender Harbour's OCP including all the listed sub-themes. Transportation objectives and/or policies are covered across all seven of the OCPs.

In general, the policies aim to maintain public utility standards, enhance the safety of transportation systems, and ensure the integration of environmental protections in planning and development efforts. The objectives and policies primarily advocated for a coordinated approach towards sustainable management across various environmental aspects, with a focus on addressing unique challenges faced by different regions. Approaches such as promoting collaboration and forward-thinking are prevalent in the newer OCP documents (written within the last 10 years), with the intent of ensuring sustainability remains at the forefront of policy making and implementation within critical infrastructure and environmental management areas.

For Infrastructure & Utilities the prioritization of cost efficiency, reduction of pollution, and adherence to provincial standards, while promoting initiatives directed towards waste reduction and infrastructure improvements were common. Some unique goals include fostering innovative waste management technologies, enhancing community water services, and supporting projects related to green energy.

**Table 3: Infrastructure & Utilities Sub-themes & OCP Objectives/Policies**

		Electoral Area F			Electoral Area B	Electoral Area A	Electoral Area E	Electoral Area D
Sub-theme	Hillside-Port Mellon (1995/06)	Twin Creeks (2005)	West Howe Sound (2011/18)	Halfmoon Bay (2014/18)	Egmont Pender Harbour (2018)	Elphinstone (2008/18)	Roberts Creek (2012/18)	
Infrastructure & Utilities	Liquid Waste	Liquid Waste Disposal		*Infrastructure, Sewage Disposal / Liquid Waste Management	Waste Disposal, Liquid Waste	Liquid Waste Management	Liquid Management	Liquid Waste Management
	Solid Waste	Solid Waste Disposal		*Infrastructure, Sewage Disposal / Liquid Waste Management	Waste Disposal, Solid Waste [objective, no policies]	Solid Waste	Solid Waste Management [no objective, policies]	Solid Waste Management
	Stormwater				Stormwater Management	Stormwater Management	Integrated Stormwater Management Plan	Stormwater Management and Drainage Plans
	Water Supply	Water Service		Infrastructure, Water Supply & Demand	Watershed Management	Water Service		Water Service Area and Watersheds
	Transportation	Roads and Transportation	Transportation, Utilities and Services	Transportation	Transportation System	Land Transportation System	Transportation	Transportation System
					Marine Transportation, Land Use	Marine Transportation System		
	Utilities	Public Utilities				Public Use and Utilities		
						Service Utilities		
	[Misc.]			Infrastructure, Hopkins Landing			Low-Impact Development Servicing	
				Infrastructure, Gateway	Energy		Infrastructure	Telecommunications and Green Power
			Infrastructure, Langdale					
			Infrastructure, Williamsons Landing					
			Infrastructure, Soames Point					

\*Sections of an OCP that fall under two groupings or sub-themes. In these cases, the relevant objectives and policies were assessed based on the sub-theme.



## Unique Categories

Table 4 outlines the remaining grouping or themes that do not align with the previous three Common Themes, which includes:

- Economy
- Culture & Community
- Remainder of Electoral Area B
- Regional Planning Context
- Civic Community Engagement

The Halfmoon Bay OCP contains the highest number of unique-themes, while Hillside-Port Mellon, West Howe Sound, and Elphinstone could all be captured under the previously identified Common Themes.

The Economy sub-theme was only present in the Halfmoon Bay OCP document. While the objectives and policies focus on unique subject matter around economic diversity and growth, community enhancement, production infrastructure, and revenue sources, many of the objectives and policies overlap with the three main themes. This includes a focus on sustainability considerations with an eye to economic expansion, environmental conservation, enhancement of residential and commercial areas, along with transportation and infrastructure expansions in the eyes of community hubs. The Economy sub-theme also related to the other 4) Unique Categories sub-themes, such as Culture & Community through policies focusing on developing strategies to support culture, arts, entertainment, tourism, etc.

Culture & Community is another sub-theme only present in the Halfmoon Bay OCP document. The overall objective of this sub-theme is to create well-rounded communities that support diverse housing needs, accessible transportation, active and healthy lifestyles, cultural activities, and ageing in place. Similar to the Economy sub-theme, many of the objectives and policies tied into other sub-themes, looking at components such as transportation, parks and recreation, commercial, and housing types.

The Remainder of Electoral B is also unique in the Halfmoon Bay OCP given its geographical location. This sub-theme is focused on promoting sustainable development through renewable energy, discouraging residential subdivisions, aligning with the shíshálh Nation's land use plans, and preservation of natural areas including parks.

The Regional Planning Context sub-theme is only present in the Egmont Pender Harbour OCP document. The main focus is to maintain a collaborative relationship with the shíshálh Nation and promote sustainable land use practices that align with regional sustainability plans and reduce greenhouse gas emissions.

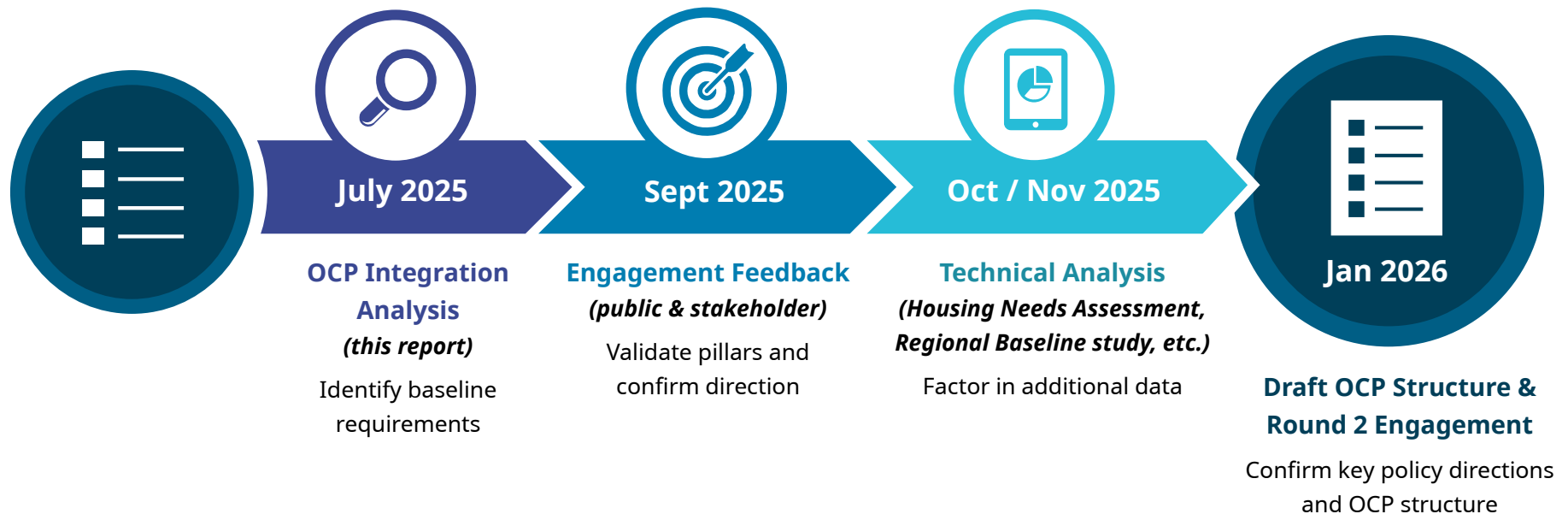
The Civic Community Engagement sub-theme is only covered in the Roberts Creek OCP. The main focus is on fostering a transparent, inclusive, and respectful planning and development process that empowers the community and ensures broad representation and engagement.

**Table 4: Unique Categories Sub-themes & OCP Objectives/Policies**

		Electoral Area F			Electoral Area B	Electoral Area A	Electoral Area E	Electoral Area D
Sub-theme		Hillside-Port Mellon (1995/06)	Twin Creeks (2005)	West Howe Sound (2011/18)	Halfmoon Bay (2014/18)	Egmont Pender Harbour (2018)	Elphinstone (2008/18)	Roberts Creek (2012/18)
Unique Categories		General [content falls under Industrial so no objectives/policies were added to this section]			Economy	Regional Planning Context		Civic Community Engagement
					Culture & Community			
					Remainder of Electoral Area B			

# 2. Preliminary Outline

Based on the comparative analysis and legislative alignment opportunities, the following Preliminary Outline demonstrates how an integrated OCP for the SCRD could work. Further technical analysis on a variety of topics (i.e., infrastructure requirements and development permit areas) combined with feedback from the community and stakeholders will be necessary to develop a more holistic structure for the OCP.



The Preliminary Outline (Table 5) is based on the two pillars first identified for the scope of this OCP (Housing and Environment & Climate) and reinforced with the opportunities for integration and legislative requirements.

**Five primary sections are identified with sub-sections listed as well:**

- 1. Introduction**
- 2. Environment & Climate**
- 3. Housing & Community**
- 4. Development Permit Areas**
- 5. Maps**
- 6. Implementation**

The Description / Rationale provides additional information on the purpose of the Section, how the sub-sections are defined, and what information is needed for each. Optional items are identified for further consideration.

**Table 5: Preliminary Outline**

Section / Sub-section	Description / Rationale
<b>Section 1: Introduction</b>	<p>Many OCPs start with a land acknowledgement or history of the area to provide context for how the policies in the OCP inform future growth. This is optional and can be catered to the SCRD.</p> <p>This section can also include an overview of the OCP engagement process and key feedback from the community that informed the policy direction. From a user perspective, this information could also be provided in an appendix or in a staff report as it is important primarily during the public hearing process.</p>

Section / Sub-section	Description / Rationale
<p><b>Section 2: Environment &amp; Climate</b></p> <p>Subsections for:</p> <ul style="list-style-type: none"> <li>• Environmentally sensitive areas, hazard lands, and environmental protection.</li> <li>• Climate resilience requirements at both regional and/or local scales, such as for water supply protection, stormwater management, reducing greenhouse gas emissions (GHGs) to meet legislative requirements, and others.</li> </ul>	<p>This Section relates directly to one pillar for this OCP, but also reflects the shared commitment from all of the seven current OCPs to sustainability and resilience. This Section is also proposed to be the first policy section as environment and climate considerations are primarily regional in nature. An integrated approach established in this Section can provide a clear avenue for intergovernmental coordination and advocacy, which is required to increase the effectiveness of these policies. While some baseline requirements are needed for the <i>Local Government Act</i>, this Section can incorporate several other priorities that can build regional resilience.</p> <p>As part of this Section, specific subsections related to the region’s natural assets, as identified in the Natural Assets Inventory (underway), and the policy direction of the Community Climate Action Plan will inform how certain areas or types of development should be managed. Feedback from the public combined with technical data on the environment will identify potential areas and/or requirements for environmental protection areas, environmentally sensitive areas, and hazard lands, where the latter two are legislative requirements.</p> <p>Policies for overarching climate resilience requirements could be included in this section providing a ‘needs to be met first’ approach before more development-specific policies are applied. This subsection could include protection measures for maintaining a resilient water supply, stormwater management practices including nature-based options, and reducing greenhouse gas emissions (the latter being a legislative requirement).</p> <p>This section may be combined with Section 4 and the Development Permit Areas for hazards and environmentally sensitive areas as an additional tool to reinforce policy requirements in areas that require more guidance (see Section 4 for more information).</p>

Section / Sub-section	Description / Rationale
<p><b>Section 3: Housing &amp; Community</b></p> <p>Subsections for:</p> <ul style="list-style-type: none"> <li>• General policies that apply across land use classification and the region – typically process-related requirements.</li> <li>• Each land use classification which includes housing, public/community facilities and amenities, transportation, and infrastructure. <ul style="list-style-type: none"> <li>• Within each land use classification there should be policies that apply to all, then sections for local considerations that are either in addition to or exception from those policies.</li> </ul> </li> <li>• Additional location or topic-specific policies as needed.</li> </ul>	<p>While Housing is the pillar that this Section is meant to reflect, the integrated nature combined with the legislative requirements for public facilities (could also be called community amenities) and supporting infrastructure provides an opportunity to consider land uses from a holistic perspective. Instead of a land use classification referring to ‘residential’, ‘commercial’, ‘industrial’ or similar classifications, this section could approach land use from the practical lens of how a community works and functions, which is a mix of all of these land uses to varying degrees.</p> <p>For example, ‘rural’ could include large lots with a single house, outbuildings, agricultural activities, gravel roads, on-site water and sewer facilities, and few public facilities. Conversely, a ‘neighbourhood hub’ could include a variety of commercial activities, a variety of housing options in close proximity or as part of the same building, multiple public facility options, and piped water and sewer infrastructure.</p> <p><b>Approach for Local Considerations:</b> With this integrated approach to land use classifications, an OCP structure would include policies for housing, public facilities, and infrastructure in one subsection for general policies that would apply across the SCRD. Local conditions or character could be included as separate defined headings within the subsection to either add to, or be exceptions to, the general policies. Additional consideration for the Form and Character Development Permit Area (see Section 4) could be considered here as well to provide additional local character guidance (much of this content would stem from public engagement).</p>

Section / Sub-section	Description / Rationale
<p><b>Section 4: Development Permit Areas</b></p> <p>Subsections for:</p> <ul style="list-style-type: none"> <li>• Each Development Permit Area with a DPA for each geographical area with a defined hazard or environmentally sensitive area.</li> <li>• Each Form and Character DPA for communities where this additional policy guidance is needed or desired to support local character (combined with Section 3 policies and can also link to zoning bylaw regulations for enforcement).</li> </ul>	<p>Development Permit Areas (DPAs) are a tool intended to provide additional policy guidance for locations that are hazardous or environmentally sensitive, or to provide additional requirements for building design.</p> <p>DPAs for hazardous or environmentally sensitive lands work best at a regional scale as they are based on natural landforms and environmental features. One OCP provides an opportunity to develop an integrated approach for these types of areas across the SCRD. The Natural Assets Inventory (currently underway) and further technical analysis (such as geotechnical reports) will help to identify these lands and direct the policy guidance needed to manage development in these areas. These DPAs can be integrated with the policy framework in Section 2 to reinforce requirements for environmentally sensitive areas or hazards.</p> <p>Combined with policy from Section 3, DPAs for building design (called the Form and Character DPA) are a way to reinforce local community character and additional building requirements related to resiliency measures.</p> <p>Development Permit Areas in the OCP should also consider findings from the Development Approvals Process Review (DAPR) which identified an opportunity to integrate DPAs across the region for consistency and certainty, and to focus on establishing guidelines that are clearly implementable.</p> <p>Based on practices in other Regional Districts, there is also an opportunity to identify if zoning bylaw regulations will support implementation. Legislative requirements state that DPAs must be identified with maps in an OCP; however, the guidelines can be either as policy in an OCP or regulations in a zoning bylaw. The approach and alignment between the OCP and zoning bylaw will be based on the level of flexibility and/or enforcement required for each DPA.</p> <p>Some Development Permit Areas (such as Form and Character) may be integrated with Section 2 as these guidelines would directly inform building design.</p>

## Section / Sub-section

## Description / Rationale

### Section 5: Maps

A series of maps are required under the *Local Government Act* such as land use classifications, public facilities, and hazard areas. This section can include any maps that relate to the policies in Section 2 through 4. It is common for policies to refer to a map to provide locational or geographical guidance. At a minimum, these maps will include the following details to meet legislative requirements:

- the approximate location, amount, and type of present and proposed commercial, industrial, institutional, agricultural, recreational, and public utility land uses (*Section 473(1)(b)*). This map is most often the Land Use Classification map that defines the uses or activities for a given location.
- the approximate location and area of sand and gravel deposits that area suitable for future sand and gravel extraction (*Section 473(1)(c)*).
- the general location of restrictions on the use of land that is subject to hazardous conditions or that is environmentally sensitive to development (*Section 473(1)(d)*)
- the approximate location and phasing of any major road, sewer, and water systems within the OCP plan area boundary (*Section 473(1)(e)*).
- the approximate location and type of present and proposed public facilities, including schools, parks, and waste treatment and disposal sites (*Section 473(1)(f)*).

Additional maps may be considered to support policy direction in Section 2 through 4.

Section / Sub-section	Description / Rationale
<p><b>Section 6: Implementation</b></p> <p>Subsections for:</p> <ul style="list-style-type: none"> <li>• Alignment between land use classifications identified in Section 3 and zones in the Zoning Bylaw</li> <li>• Actions items needed to further clarify policy in certain areas or on defined topics. This can include actions for items that could not occur during the development of the OCP.</li> <li>• Measures and reporting times to monitor and update the OCP.</li> </ul>	<p>This Section will include follow-up actions where additional analysis may be required, such as feedback from the community or stakeholders on topics that are not directly linked to the two pillars (i.e., economic development), as well as opportunities to monitor progress or changes over time. For the latter, the OCP is an estimate of growth and circumstances will change over time that may impact how growth should or needs to be updated. This Section could identify measures that will manage the performance of the OCP and provide real-time feedback on updates. While an OCP is required as per the <i>Local Government Act</i> to be reviewed every five years, some local governments assess the OCP yearly to continue to foster trust with communities and to proactively manage growth and change in real time.</p> <p>A zoning bylaw is a key tool to implement an OCP. In addition to the specific planning actions or monitoring requirements, this Section should also include a table or similar visualization tool that aligns the policy direction of the OCP with the regulatory requirements of the zoning bylaw. One of the first components a property owner or potential applicant would be looking for is how the Land Use Classifications of the OCP relate to the zones in the zoning bylaw. To provide this level of clarity, which can contribute to efficiencies in the development approvals process overall, the OCP and zoning bylaw should clearly align on the specific uses and permissions for a given parcel. This Section should identify this alignment and similar opportunities between the OCP and the zoning bylaw.</p>