



## STAFF REPORT TO COUNCIL

Council Meeting: AUGUST 21, 2018  
500 Matterson Drive, Ucluelet, BC V0R 3A0

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**FROM:** BRUCE GREIG, MANAGER OF COMMUNITY PLANNING

**FILE NO:** 6840-20-2018 OCP

**SUBJECT:** OCP UPDATE

**REPORT NO:** 18-86

**ATTACHMENT(S):** NONE

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### **RECOMMENDATION(S):**

1. **THAT** Council direct staff to prioritize completion of the OCP draft and schedule extra meetings in September for consideration of an OCP adoption bylaw.

### **PURPOSE:**

The purpose of this report is to update Council on progress to update the Ucluelet Official Community Plan (OCP) bylaw, and seek direction on next steps.

### **BACKGROUND:**

The Ucluelet OCP was last updated in 2011. At the direction of Council, starting in 2016 the Planning department began a process to review and update the OCP with the aim of adopting an updated bylaw before the end of this Council term. Work in 2016 and 2017 primarily entailed public engagement activities by Vancouver Island University and students of the Masters of Community Planning program.

This spring, a well-attended community Open House and other engagement activities gathered feedback from residents on key issues and OCP topic areas. Since that time staff have been working on drafting a new OCP document, including new mapping and Development Permit Area guidelines. A preview of a section of policies and implementation steps was presented to Council in June as the 2018 Affordable Housing action plan.

The work required to prepare a comprehensive draft new OCP is substantial. The approach taken, supported by staff, has been to undertake the re-write of the document in-house. It has proven challenging to find adequate time to focus on this project among the other "day-to-day" demands on the department. Development approvals, building applications, land inquiries and bylaw enforcement activities are all operating at high levels. Consequently, a complete draft of the updated OCP document is not yet ready for Council's consideration.

### **TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:**

At this point it will take extraordinary measures to complete the draft OCP document and take it through the necessary steps for Council to be able to adopt a new OCP bylaw by its last regularly scheduled meeting on October 9, 2018.

Planning staff could set aside inquiries and development applications and focus entirely on completing the mapping and text amendments necessary to update the document. Extra meetings would be necessary in September (scheduled around the week of UBCM) to consider first readings of the bylaw, scheduling a public hearing and subsequently considering third reading. Final adoption of the OCP could conceivably still be considered at the October 9, 2018, regular meeting of Council. Staff note that this approach would, by necessity, have the effect of slowing down the processing of development applications, property inquiries and other current projects for a period of time.

As Council is aware, the municipal election will be underway in September and early October. Staff are seeking direction from Council on whether pressing to complete the OCP update this term is a priority. Alternatively, Council could receive the draft and provide direction on desired next steps early in its new term, later this fall.

**OPTIONS REVIEW:**

1. That Council direct staff to prioritize completion of the OCP draft and schedule extra meetings in September for consideration of an OCP adoption bylaw. **(Recommended)**
2. That Council direct staff to continue on the work to update the OCP, and bring the complete draft forward early in the next Council term.

**Respectfully submitted:** Bruce Greig, Manager of Community Planning  
Mark Boysen, Chief Administrative Officer