



*building communities together*

## **2020 Business Plan Planning (1005)**

*Havan Surat, Manager of Development Services*

***Working in partnership with communities large and small to offer local, sub-regional, and regional services to ensure that the Cariboo Chilcotin is a socially, economically, and environmentally desirable region.***

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### **Department/Function Services**

The Planning Department is involved with two divisions of planning: current and long-range.

Current planning involves responding to inquiries for current zoning information; current Official Community Plan designations; information respecting Agricultural Land Reserve status, policies and applications; information regarding subdivision and development of private lands; and Crown land referrals and database maintenance. Current planning also involves applications to amend Official Community Plans and/or zoning/rural land use bylaws, applications for temporary land use permits, development permits or development variance permits and applications under the *Agricultural Land Commission Act*.

Long-range planning consists of the preparation, implementation, amendment and administration of land use policies to guide future growth and development over an expanse of land. Generally, long-range planning pertains to the Official Community Plans (OCP). Long range planning also involves special planning projects that might include community plans, drafting design guidelines for neighbourhoods, and planning studies.

On occasion, planning staff is required to undertake special projects, which may entail the preparation, receipt and review of proposals and papers.

Statutory Authority for Planning Services was originally provided to the Regional District by way of a Supplementary Letters Patent No. 5 in 1969.

All Electoral Area Directors are responsible for the governance of this service.

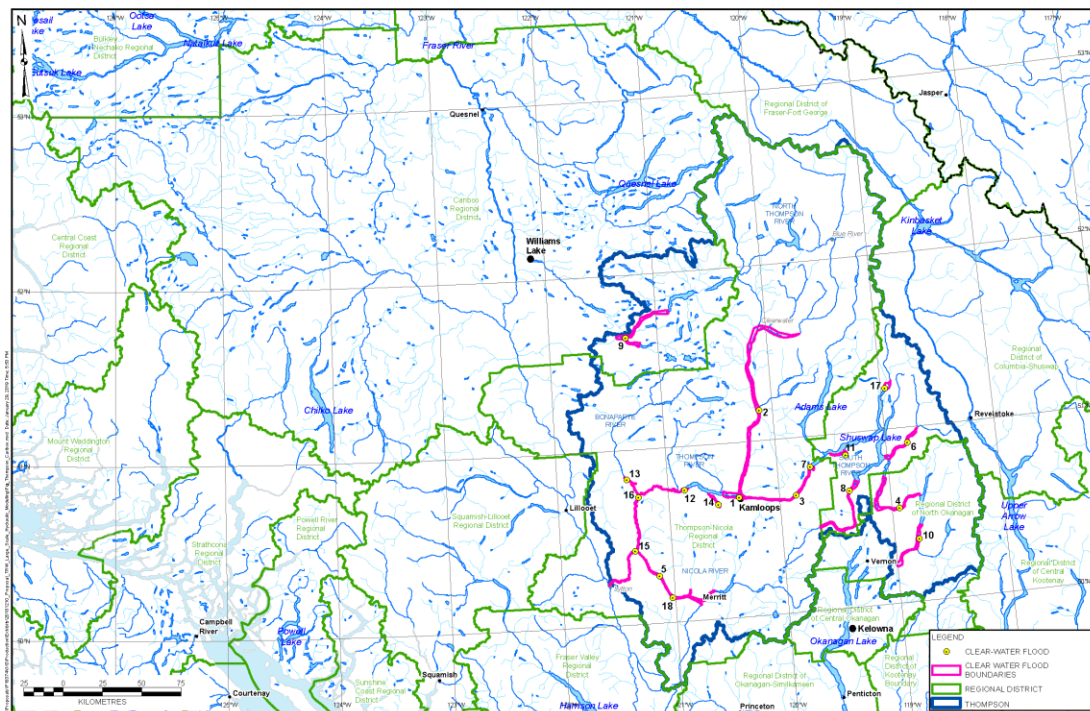
## Business Plan Goals, Rationale & Strategies

### Year 2020 - Goals

- Goal:** Coordinate with consultants to create floodplain mapping for Cariboo Regional District.

**Rationale:** There is no current floodplain construction level mapping information for CRD. Flood hazard risk assessment study will complete stage-1 baseline data and provide recommendations that will impact future planning and building in the regional district.

**Strategy:** A professional consultant will undertake flood hazard risk assessment and recognize areas that need additional building and planning regulations for better solutions in regards to land development.

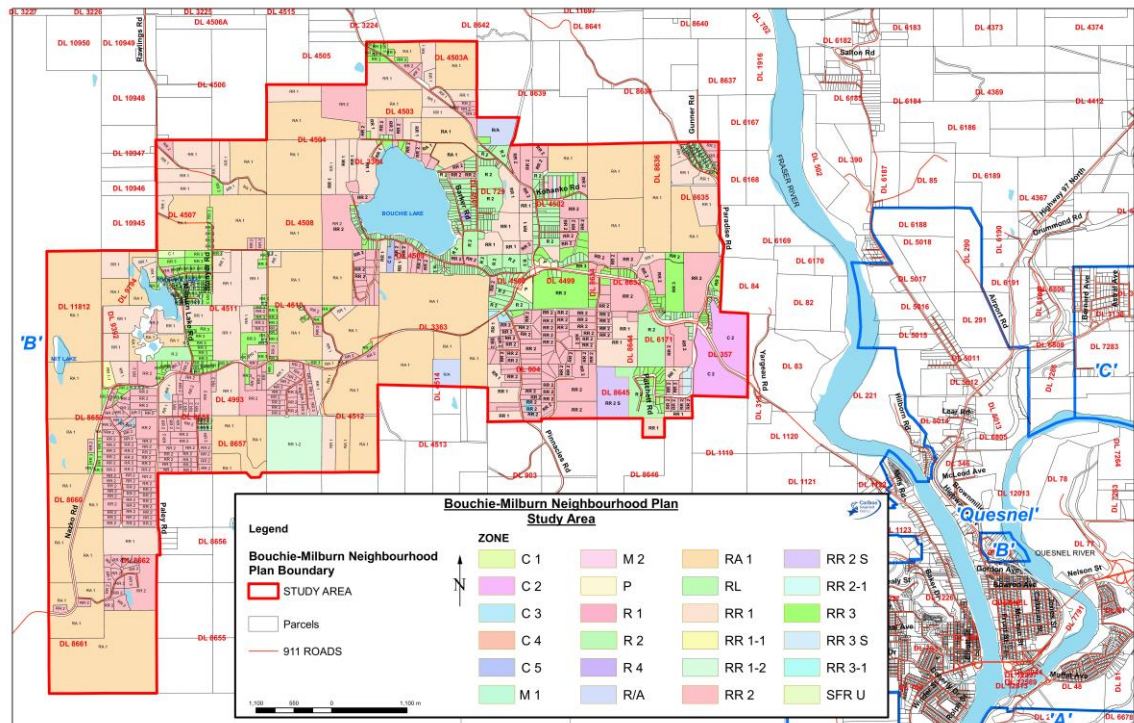


**Selected TRW study areas for flood mapping**

- Goal:** Continue on the Bouchie Lake neighbourhood planning study.

**Rationale:** There are several communities within the regional district which are not within the existing seven OCP boundaries and have no community plan. There is a need to create a neighbourhood plan for a community that has growth and potential for future development. The plan addresses the community resident needs and stakeholder requirements that will provide a framework for future sustainable development.

**Strategy:** Staff received survey responses from the neighbourhood residents and shared the results with the steering committee. Staff is working with the steering committee to develop the final plan document.



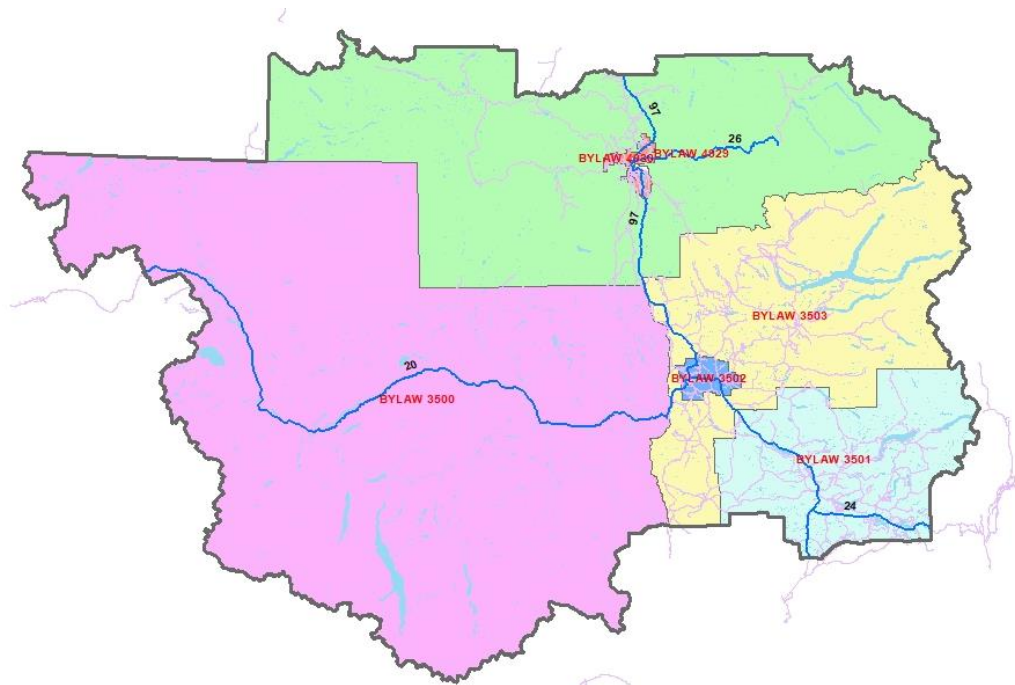
**Bouchie Lake Plan Area**

3. **Goal:** Improve to streamline development process to serve the public needs in the regional district.

**Rationale:** Staff receives numerous complaints/concerns from the public in regards to development application process, mapping errors and language in regulations and definitions in zoning/rural land use bylaws. This is a tactical plan identified in the strategic objective 2.4 as ‘Identify opportunities to increase efficiency and streamline services’.

**Strategy:** Staff is working on tracking all these in-person and phone call enquiries from the public and then identify the issues to be addressed in the zoning bylaws. This project will be carried out in a series of steps outlined below:

1. Improve language and insert process flowcharts in all development services guide brochures that will explain in detail the process involved for each application type.
2. Bring some qualitative changes by amending the zoning and rural land use bylaws for better clarity in language and consistency with provincial requirements.
3. Coordinate with IT staff to correct the inaccurate or incomplete data entered in cityview and geocortex mapping system.



**Zoning and Rural Land Use Bylaw Boundaries Map**

4. **Goal:** City of Williams Lake and Central Cariboo Housing Needs Assessment  
**Rationale:** With the recent completion of final draft for City of Quesnel and North Cariboo housing needs assessment, Cariboo Regional District is collaborating with the City of Williams Lake staff to work on similar housing project for Electoral Areas of D, E, F, J and K.  
**Strategy:** CRD and City staff will create an RFP and select a consultant to work on this housing project.



**Central Cariboo Electoral Areas Map for Housing Study**

## **Overall Financial Impact**

The 2019 requisition showed a slight increase when compared to previous year 2018.

The total number of development applications from September 2018 to August 2019 is fifty five (55), an increase of 6% when compared to fifty two (52) applications from September 2017 to August 2018.

## **Significant Issues & Trends**

With the legalization of cannabis in Canada, public is showing interest in getting retail licenses and cannabis cultivation for recreational marihuana in the Cariboo region. There will be significant increase in number of retail applications and cultivation licenses related to growing cannabis plants on agricultural lands. Planning staff need to prepare zoning amendments that will address retail and cultivation applications.

Vacation rentals and Airbnbs are becoming quite popular in the Cariboo region and staff receive numerous complaints about the issue of noise and parking in short term rentals. CRD zoning bylaws have some definitions and regulations within the bylaws to address the short term rental issues. Staff attend numerous webinars and conferences related to vacation rentals and keep up to date on regulatory tools available for rural municipalities to solve the problems arising from these short timeframe land use issues.

The impacts of climate change will become more evident in the future, changing climate extremes for temperature and precipitation which can lead to wildfires, drought, flooding, landslides, etc. The CRD should monitor and be prepared to implement changes in land use planning to ensure we are as prepared as possible to reduce negative impacts. This information will be incorporated into future land use planning. Planning staff will collaborate with the protective services department to investigate additional funding options available for conducting detailed flood hazard mapping with the help of professional consultants. The mapping provides setbacks and related building regulations for building within the setback areas.

All OCPs, Zoning Bylaws and the Rural Land Use Bylaw are now available on the website. Resource reports, such as the Agricultural Land Use Inventories, Agricultural Climate Change Adaptation Strategy, Geotechnical overview reports, etc. are also available on the website. Many professionals such as realtors and surveyors are making use of the online resources rather than directly contacting staff, however; phone enquiries continue to be the most popular method for the public to request information and the zoning email is also used on a regular basis.

## **Measuring Previous Years Performance**

1. **Project:** South Cariboo Area Official Community Plan



- The draft OCP has been presented to the public during public hearing and staff addressed all comments received from referral agencies. Staff have made changes to the maps and edited the language based on comments from Advisory Planning Commission members. The final draft has been presented to the Board and this bylaw has been adopted at the February 2019 Board meeting. (*Completed*)
- 2. **Project:** CEPF Grant Proposal for CRD Flood Mapping
  - Staff has worked collaboratively with flood mapping consultants and Fraser Basin Council staff to prepare logistics needed to apply for the grant proposal. CRD has received the grant money for the full amount of \$150,000 to prepare flood mapping in the regional district. (*Completed*)
- 3. **Project:** CRD Cannabis Policy for retail sales and production
  - Staff drafted Cannabis retail sales policy by reviewing with other regional districts and local municipalities. The policy was endorsed by the policy committee and got adopted by the Board. The staff also prepared bylaw amendments to insert few cannabis related definitions in the zoning and rural land use bylaws. (*2019 Goal - Completed*)
- 4. **Project:** Bouchie Lake Neighbourhood Plan
  - Staff is working with the Area B APC members as plan steering committee for the development of Bouchie-Milburn Lake Neighbourhood plan. An online survey and paper surveys were distributed to all households and business owners in the plan area and the survey received overwhelming responses from the public. (*2019 Goal - Ongoing*)
- 5. **Project:** Planning 101 for APC Members
  - Staff have provided a Planning 101 session presentation of planning process and procedures to all new APC members. (*2019 Goal - Completed*)
- 6. **Project:** City of Quesnel and North Cariboo Housing Needs Assessment
  - Staff have collaborated with the city staff to work with housing consultants to develop a housing needs and gap analyses in the north. Staff have provided the required data to the consultants, reviewed the document and provided all the comments before the final document preparation. The final draft was presented to the city council in October 2019.
- 7. **Project:** Evaluating agricultural land capability in Ruth Lake area
  - Staff have coordinated with Agricultural Land Commission and professional agrologists association and has advised CRD to evaluate arable lands towards the south side of Ruth Lake in the South Cariboo area. This has been identified as one of the project tasks of South Cariboo Area Official Community Plan implementation. Staff will create an RFP to hire a professional agrologist for the assessment of better agricultural land capability on the south side of Ruth Lake. (*2019 Goal - Ongoing*)