
CITY OF KELOWNA

MEMORANDUM

Date: September 12, 2007
File No.: 6480-30
To: City Manager
From: Manager, Policy/Research/Strategic Planning
Subject: Official Community Plan Review

RECOMMENDATIONS:

THAT Council direct staff to commence planning for an OCP review, with preplanning work to be undertaken during the remainder of 2007 and with a budget request to be submitted for further work and public consultation in 2008/2009, as detailed in the September 12, 2007 report from the Planning and Development Services Department.

AND THAT Council direct staff to request that owners interested in having their land included as part of the next OCP 20 year growth strategy, submit related information to the Planning and Development Services Department, based on the general directions detailed in the September 12, 2007 report from the Planning and Development Services Department.

BACKGROUND:

An Official Community Plan contains objectives and policies that guide local government decisions on planning and land use management.

The City of Kelowna's most recent comprehensive OCP review was concluded in January 2004. Typically, the City has undertaken such reviews every five to ten years, although there is no statutory requirement to do so.

An OCP review process could:

- Facilitate policy and land use amendments to reflect recently-adopted sustainability principles
- Allow policies and strategies to be amended as necessary to respond to anticipated population growth and evolving citizen priorities
- Extend the growth strategy to 2030 (it currently ends at 2020), thereby facilitating ongoing infrastructure planning
- Address specific items that Council has referred to the OCP process
- Help increase community understanding of OCP principles / vision and sustainability

- Potentially yield a more “user-friendly” document
- Ensure compliance with current legislation

It is recommended that the OCP review process, if it is pursued at this time, be conducted in three stages.

Pre-planning (2007)

- Canvas departments for information on projects/initiatives related to potential OCP review
- Prepare a list of items/issues needing review (from staff perspective)
- Research what other municipalities have used in terms of process/budgets
- Obtain preliminary Council direction on OCP review schedule/content/process
- Extend invitation to land owners to submit information related to review of the growth strategy
- Submit budget request for OCP review
- Undertake preliminary population projection work
- Prepare consultation strategy (to be adopted by Council and communicated to the public)

Stage 1 (2008)

- Update population and housing need projections (this work can't be initiated until receipt of 2006 census data late in 2007/early 2008)
- Update policy content and development permit guidelines
- Provide information to the public on OCP purpose, sustainability principles etc.
- Obtain public input on policy content and development permit provisions (land use and transportation matters would be left until 2009)

Stage 2 (2009 – potentially running into 2010)

- Review land uses in neighbourhoods experiencing pressure for significant changes
- Solicit public, landowner, and developer input on land use and transportation network changes
- Develop several proposed land use scenarios
- Take proposed land use scenarios to stakeholders for review
- Update Future Land Use Map and Transportation Network to reflect policy objectives
- Update 20 Year Servicing Plan and Financing Strategy
- Present updated policy content and Future Land Use Map, Transportation Network and 20 Year Servicing Plan/Financing Strategy to Council

It is anticipated that, over the coming months and years, staff and Council will receive numerous requests from land owners wishing to have their land, which is now outside the 20 year growth strategy, included for earlier development. It is also anticipated that the City will receive requests for major land use changes. It is recommended that these requests be considered as part of the OCP review. Staff suggest that those wishing to have changes considered, submit related information to the Planning Department, ideally before the end of 2008. The type of information requested would include:

- Identify the land involved and provide information on the size of the parcel;
- Assess the extent to which the development would achieve sustainability principles and objectives;

- Assess the extent to which the proposed development would address existing OCP objectives;
- Identify areas of environmental sensitivity (e.g. steep slopes, creeks, wetlands);
- Identify the types of land uses desired on each portion of the property. If the land use is 'residential', information will be needed on the types of residential development;
- Identify the number of residential units being sought and the size (m²) of commercial, industrial, or institutional developments; and
- Identify potential neighbourhood park sites.

The above-noted information would then be considered as part of the land use review that would take place in 2009. That review would entail both public and Council discussion.

Planning staff would contact the Urban Development Institute and those land owners that the department is aware of as previously having expressed interest in developing within the Future Urban Reserve, to make them aware of the above-noted process.

LEGAL/STATUTORY AUTHORITY:

Local Government Act, Section 876.

LEGAL/STATUTORY PROCEDURAL REQUIREMENTS:

Local Government Act, Sections 877, 878, 879, 882, and 884.

FINANCIAL/BUDGETARY CONSIDERATIONS:

The short-term actions identified in this report can be pursued within 2007 budget allocations. The longer-term actions (Stages 1 and 2) will have budget impacts in 2008 and 2009. The longer-term actions can be brought forward for Council deliberation as part of 2008 budget discussions. OCP reviews in other similar-sized communities have been budgeted to cost between \$150,000 and \$800,000. Staff will be in a better position to prepare estimates for budgetary purposes once the scope of work has been further defined.

PERSONNEL IMPLICATIONS:

The short-term (2007) actions identified in this report can be pursued by Planning and Development Services staff within the context of their current mandates, provided that the OCP review is given priority over other initiatives currently underway.

Some additional staffing allocations will likely be needed in 2008/09 to oversee the OCP review. The exact amount of staff resources will be dependent on the extent to which consultant resources are employed and on the scope of work directed by Council. If additional resources are deemed necessary, such will be identified as part of the Planning Department's 2008 budget submission.

It should be noted that the work load implications of an OCP review will extend beyond Planning and Development Services as several other departments (most notably, Works and Utilities, Recreation/Parks/Cultural Services, and Finance) will also be heavily involved in the review process.

If Council gives the go-ahead for proceeding with an OCP review in 2008/09, then Planning will approach these departments to assess whether additional budget resources will be required to support the review process.

CONSIDERATIONS THAT WERE NOT APPLICABLE TO THIS REPORT:

TECHNICAL REQUIREMENTS
INTERNAL CIRCULATION TO
EXISTING POLICY
EXTERNAL AGENCY/PUBLIC COMMENTS
ALTERNATE RECOMMENDATION

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Approved for Inclusion: ☐

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cc: *Director, Works and Utilities*
Director, Recreation, Parks and Cultural Services
Director, Financial Services