

Village of Pemberton

2022 – 2024 OFFICIAL COMMUNITY PLAN REVIEW

Project Work Plan

Introduction

The Village of Pemberton is undertaking a comprehensive review of the Village’s Official Community Plan (OCP). The work will include significant and meaningful community and stakeholder engagement, preparation of a vision and guiding principles, a plan audit and policy gap analysis, preparation of policy options and proposed policy directions on a number of key topics, a review and update of Development Permit guidelines, and mapping updates. The process of updating the OCP will include presentations and engagement with the public, stakeholder groups, the OCP Advisory Committee and Council.

The Village of Pemberton identified the update of the current OCP as a priority in the 2020 Strategic Plan, with a goal of having the update completed within approximately two years of starting. The OCP update remains a strategic priority in 2022.

What is an Official Community Plan (OCP)?

An Official Community Plan (OCP) is a high-level planning document governed by British Columbia’s *Local Government Act (LGA)*. Municipalities use OCP’s to address the “big picture” or future vision of the community over a 20-year timeframe. An Official Community Plan is a key resource for managing growth and change in our community to meet our collective vision. It addresses how and where things may be built in the Village to accommodate future growth, how we will steward our natural resources, agricultural lands, and social assets and how emerging technologies might change the ways we live in the future.

Once adopted by bylaw, all future works, plans and regulations enacted by the Village must be consistent with the OCP. Therefore, the OCP acts as a constant reference to ensure that proposed actions are aligned with the vision. It enables both Council and residents to support and encourage desired development and community initiatives and to discourage proposals that are inconsistent with the OCP.

The OCP applies to the whole Village of Pemberton municipality and is the main policy that Council will use to guide decisions on topics such as:

Land Use	Growth Management	Housing Needs	Climate Change
Social and Physical Infrastructure	Health & Wellbeing	Transportation	Economic development
Environmental Protection	Design of the built environment	Culture & Heritage	
Parks, trails, and recreation	Reconciliation	Agriculture/ Food Security	Hazards

Statutory Requirements

OCPs are prepared and adopted within the statutory provisions of the *Local Government Act (LGA)*. The *LGA* prescribes the general content of the OCP and sets out the process for adopting a Plan. An OCP must have statements and map designations for present and proposed residential, commercial, industrial, institutional, agricultural, recreational, and public utility lands, along with supporting utilities and land use restrictions. In addition, an official community plan must also include housing policies, community greenhouse gas reduction targets, and a Regional Context Statement.

An OCP may also include other optional policy statements relating to social needs, social well-being and social development, the natural environment, and other topics the community feels is worthwhile or necessary.

Background

The Village of Pemberton adopted its current OCP in 2011. Several amendments have been made to the Plan since this date; most significantly, the addition of the Hillside Special Planning Area, and amendments to the Tiyata Special Planning Area to facilitate the development of a new K-12 public school aimed at Francophone education. However, a comprehensive review has not been undertaken.

Over the course of time, the OCP goals, policies, land use designations and guidelines need to be revisited to validate what has been achieved and amended to incorporate new factors and issues not evident when the original document was conceived. This ensures the continued relevance and value of the OCP to Pemberton in the future.

Many of the goals and policies within the document have stood the test of time and are still applicable today. However, to test its relevance, the time is now to complete a full review and validation to ensure our OCP reflects the view of the community, responds to changes globally, regionally and locally and continues to be a relevant guiding document.

Project Scope

The work will include significant and meaningful community and stakeholder engagement, an update (or check-in) to the vision and guiding principles, population projections, determination of where future growth should occur, preparation of policy options and recommendations, review and update of Development Permit Area Guidelines, and incorporation of a new Regional Context Statement. Presentations and updates to the public, stakeholders, OCP Advisory Committee and Council will occur throughout the review process.

The OCP will include the development of new and updated strategic directions, policies and actions related to the following topics and questions:

Growth Management – What is our Village’s projected growth rate? How much development should we accommodate and where? Is our Urban Containment Boundary sufficient?

Land Use – What types of land uses do we need and where? What types of land uses should we avoid and where (i.e., hazard lands)?

- Residential Land – How much and what types of housing do we need in future to meet our community’s growth projections and our affordable housing needs?
- Commercial and Industrial Land – How much more commercial and industrial space is needed to accommodate our growing population and provide sufficient employment lands?
- Recreation and Public Use Land – What others uses do we want or need?

Economic Development – What kinds of business and investments do we want to attract and where? How do we retain and support local business already located here?

Transportation – Is our transportation system sufficient to accommodate a growing population? What modes of transportation do we want to prioritize?

Climate Resiliency – What is our community’s greenhouse gas emissions (GHG) target and how do we achieve it? How do we plan for the future to take into account climate change and associated impacts to Village infrastructure and social systems?

Healthy Communities – How do we ensure we remain connected and supportive of each other, especially when faced with unprecedented public health challenges & the health impacts of climate change?

Recreation, Arts and Culture - What amenities and services do we require to ensure we are physically active, socially engaged, mentally supported and spiritually fulfilled?

Objectives

The OCP represents the community’s vision for the future and provides a policy framework to guide growth and decision-making about the use and management of land in the Village of Pemberton. The following objectives will be achieved with this OCP Review:

- a. Develop an OCP with a high degree of community input which balances local and technical expertise and produces a final policy document that is endorsed by the community.
- b. Develop an OCP that provides clear and consistent guidance and direction for Council, Staff and the community and sets clear directions for long term growth challenges.
- c. Establish a user friendly OCP that is easily understood by the public, decision makers and Staff that is professional, technically sound, aesthetically pleasing, and complies with all legislative requirements.
- d. Achieve an OCP that defines and enhances the unique character of Pemberton and establishes a data base for community assets and vulnerabilities.
- e. Achieve an OCP that effectively balances economic, social, cultural, and environmental interests in order to meet the needs of the present generation without compromising the ability of future generations to meet their needs.
- f. Develop an OCP that helps build a resilient community, one that has the capacity to adapt to changes such as shifting demographics and housing affordability and easily “bounce back” from events such as pandemics, economic downturns and the effects of a changing climate.

Roles and Responsibilities

The review and update of the OCP will include the efforts of many different groups and individuals, each with their own specific roles and responsibilities.

Village Council – Council will be provided with status updates at regular intervals and will provide broad oversight and direction.

First Nations – the Lil’wat Nation will be approached to enquire how they wish to be consulted and if any protocol agreements are warranted to ensure meaningful consultation.

OCP Advisory Committee – the role of this volunteer committee will be to assist Staff and Village Consultants on issue identification, consultation approaches, information sharing and communication with residents, and community perceptions and opinions on various topics.

Advisory Land Use Committee – this is an established Village Commission that assists the Village with amendments to the OCP and Zoning Bylaw. Their opinions on the OCP review will be sought on an as-needed basis, and the ALUC will be given the opportunity to review drafts.

Key Community Stakeholders, External Agencies and Not-for-Profit Organizations – the Village will engage with relevant community stakeholders and external agencies. The exact extent and form of engagement will be determined by Council when it considers the *LGA*, Section 475 Staff Report on early and ongoing consultation opportunities. It is anticipated that this group will include, but not be limited to, the following:

- Squamish-Lillooet Regional District
- School Districts #48 & 93
- Vancouver Coastal Health
- BC Transit
- Ministry of Transportation and Infrastructure
- Agricultural Land Commission
- Ministry of Environment
- Pemberton and District Chamber of Commerce
- Tourism Pemberton
- Stewardship Pemberton Society
- Pemberton Arts Council
- Pemberton Off-Road Cycling Association (PORCA)
- Pemberton Valley Dyking District (PVDD)
- Pemberton Valley Trails Association (PVTA)
- Pemberton Wildlife Association (PWA)

Community-at-Large: Residents and Business Owners will be invited to participate in the review in various formats, which will be determined by the development of a project specific Engagement Strategy.

Staff Advisory Committee – It is anticipated that a Staff Advisory Committee will be made up of the Village’s Chief Administrative Officer, Manager of Development Services, Planners, Consulting Planners and the Planning/Building Clerk. Managers and Senior Staff from other relevant departments, such as

Operations, Fire Rescue, Recreation, Corporate & Legislative Services, and Finance will be invited to participate when topics relevant to their interests are to be discussed.

Village Planning Team – The role of the Village planning team will be to lead the OCP Review project and coordinate the other roles and responsibilities. This team will be led by the Manager of Development Services and will include Staff and Consulting Planners as needed.

Consulting Team – The role of the consulting team will be to execute the specific scopes of work assigned to them on the schedule defined by the Village Planning Team based on a competitive tendering process.

Schedule

The OCP Update project is expected to be completed in approximately 24 months. Below is a preliminary schedule: All milestone dates are approximate and estimated. Items in this list may change based on the requirement for flexibility, the complexity of certain issues to be addressed and the iterative nature of an OCP review.

Milestone Description	Milestone Date
OCP Review Preparation - Terms of Reference & OCP Advisory Committee (AC) Recruitment	Dec 2021 – Apr 2022
Council Update	March 8, 2022
Project Initiation	Spring/Summer 2022
Plan Audit and Issue Identification	Summer/Fall 2022
Council Update	October 2022
Community and Stakeholder Consultation – First Stage	Winter 2023
Council Update – Consultation Results & Issue Confirmation	Spring 2023
First Draft	Summer/Early Fall 2023
Community and Stakeholder Consultation – Second Stage	Fall 2023
Second Draft	Fall 2023/Winter 2024
Community and Stakeholder Consultation – Third Stage	Spring 2024
Finalization of OCP Bylaw	Summer 2024
Approvals and adoption	Fall 2024

Resources

There will be considerable costs associated with the OCP update. The Village of Pemberton will engage a consulting team to complete the OCP Update project. Consulting fees are expected to be the majority of the costs on the OCP Update project. The planning team is actively investigating expected consulting costs through discussions with communities who have recently undertaken OCP reviews. Consultant engagement will be managed through a competitive tendering process. While consultants can complete the majority of the work for the OCP Update project, Village staff must still lead the initiative, coordinate

various activities and stakeholders, and participate in public consultation. Some smaller costs are expected for public engagement events, assuming those events can be held in person.