



# COUNCIL POLICY

**Subject: Council Official Community Plan  
Consultation Policy**

Policy No: 07-621  
Approved by Council: October 1, 2012  
Revised by Council:

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## 1 Purpose

- 1.1 The Local Government Act requires local governments to provide one or more opportunities for consultation with persons, organizations and authorities that the local government considers will be affected by the development, repeal or amendment of an official community plan. This document sets out Council's consultation policies for implementing these requirements of the Local Government Act.

## 2 Background

- 2.1 Section 879 (1) of the Local Government Act requires that during the development of an official community plan, or the repeal or amendment of an official community plan, a local government, in addition to a public hearing, must provide one or more opportunities it considers appropriate for consultation. Section 879(2) of the Local Government Act requires local governments to consider whether the opportunities for consultation should be early and ongoing, and specifically to consider whether consultation is required with:
- the board of the regional district in which the area covered by the plan is located, in the case of a municipal official community plan,
  - the board of any regional district that is adjacent to the area covered by the plan,
  - the council of any municipality that is adjacent to the area covered by the plan,
  - first nations,
  - school district boards, greater boards and improvement district boards, and
  - the provincial and federal governments and their agencies.
- 2.2 The Township of Langley' Official Community Plan (OCP) is a document with a number of schedules that include a community plan for each community and neighbourhood plans for some areas. All these plans, adopted by bylaw, collectively form the Township's OCP.
- 2.3 Nothing in this policy fetters Council's absolute discretion in relation to any particular development of an official community plan, or repeal or amendment of an official community plan.

## 3 Related Policy

- 3.1 Policy 07-221, Neighbourhood Plan: Initiation and Process

## **4 Policy**

- 4.1 During the development of an official community plan, or the repeal or amendment of an official community plan, Council will provide the following opportunities it considers appropriate for consultation with the following persons, organizations and authorities, being the persons, organizations and authorities Council considers will be affected, and the following consultation policy applies to the development of an official community plan and any repeal or amendment of an official community plan:
- 4.1.1 if a new plan under development, or a plan amendment or repeal, is in the opinion of the General Manager, Community Development, inconsistent with the regional context statement, Metro Vancouver will be invited to participate in the early stages of the planning process, as soon as such inconsistency has been identified and will be consulted throughout the planning process;
- 4.1.2 if a new plan under development, or a plan amendment or repeal, requires new servicing from the Greater Vancouver Water District or Greater Vancouver Sewage and Drainage District, as applicable, they will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process;
- 4.1.3 if a new plan under development, or a plan amendment or repeal, is in an area immediately adjacent to another municipality, regional district or First Nation Reserve, the applicable municipality, regional district or First Nation will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process;
- 4.1.4 if a new plan under development, or a plan amendment or repeal, is in an area that includes the whole or any part of the Langley School District, or proposes residential development, the Langley School District will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process and in any event will be consulted at least once in each calendar year;
- 4.1.5 if a new plan under development, or a plan amendment or repeal, includes land that is within an improvement district, that improvement district will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process;
- 4.1.6 if a new plan under development, or a plan amendment or repeal, affects areas of federal or provincial jurisdiction the appropriate department will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process; and
- 4.1.7 if a new plan under development is in the service area of a transit system (such as TransLink), the appropriate department will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process.

- 4.2 Consultation in the early stages of the planning process includes initial contact to discuss issues at the Staff level.
- 4.3 Consultation throughout the planning process will include:
  - 4.3.1 referral of draft options, concepts or plans for comments; and
  - 4.3.2 contact among staff members to review, discuss and clarify issues that might arise.
- 4.4 Consultation with the Langley School District will include seeking input as to:
  - 4.4.1 the actual and anticipated needs for school facilities and support services in the Langley School District;
  - 4.4.2 the size, number and location of the sites anticipated to be required for the school facilities referred to in s. 4.4.1;
  - 4.4.3 the type of school anticipated to be required on the sites referred to in s. 4.4.1;
  - 4.4.4 when the school facilities and support services referred to in s. 4.4.1 are anticipated to be required; and
  - 4.4.5 how the existing and proposed school facilities relate to existing or proposed community facilities in the area.
- 4.5 During the planning process for a new or updated Official Community Plan, community plan or neighbourhood plan, or repeal of a plan, consultation with the public may include the following, subject to Council's discretion in each case:
  - 4.5.1 consultation at an early stage to determine a vision and potential design for the community or neighbourhood (through a workshop or design charrette);
  - 4.5.2 Neighbourhood Team meetings in the case of Neighbourhood Plans (as provided for in Policy 07-221);
  - 4.5.3 open houses;
  - 4.5.4 questionnaires and surveys of opinions; and
  - 4.5.5 meetings with individual landowners.
- 4.6 Where an application has been submitted for an amendment to the zoning bylaw, which triggers an amendment to an existing community or neighbourhood plan, the zoning bylaw and community plan amendments may be processed concurrently with consultation conducted as described in Section 4.1 above.
- 4.7 After first reading of an official community plan bylaw, Council will, in sequence:
  - 4.7.1 consider the plan in conjunction with the financial plan and any applicable waste management plan;
  - 4.7.2 if the plan applies to land in the agricultural land reserve, refer the plan to the Provincial Agricultural Land Commission for comment; and
  - 4.7.3 hold a public hearing on the proposed official community plan in accordance with the requirements of the *Local Government Act*, as amended.