



**REPORT TO THE ELECTORAL AREA SERVICES COMMITTEE  
MEETING OF WEDNESDAY, JULY 17, 2013**

---

**SUBJECT COMMUNITY WORKS FUND – SHIRLEY/JORDAN RIVER OFFICIAL  
COMMUNITY PLAN UPDATE AND EAST SOOKE OFFICIAL COMMUNITY  
PLAN UPDATE**

**ISSUE**

Request for an allocation of the Juan de Fuca (JdF) Electoral Area (EA) Community Works Fund (Federal Gas Tax Rebate program) for two Official Community Plan (OCP) updates.

**BACKGROUND**

Draft terms of reference for the review and update of the Shirley/Jordan River OCP and the East Sooke OCP have been prepared and will be considered by the JdF Land Use Committee in the fall of 2013. The OCP reviews will be undertaken concurrently with the Regional Sustainability Strategy (RSS) to ensure consistency and will provide for updates to resource, settlement and settlement containment area designations as well as policies relative to community services and environmental protection. The terms of reference provide a consultation plan to ensure community engagement. Staff is requesting Board approval for funds to be allocated from the Gas Tax to facilitate the planning process over the next two years.

This project would be eligible for funding under the Capacity Building category of the Gas Tax Transfer Agreement. Capacity building projects are planning activities that increase local government capacity to undertake integrated sustainability planning, and include community plans.

**ALTERNATIVES**

1. That the Board authorize a contribution of \$150,000 from the JdF EA Community Works Fund for the Shirley/Jordan River OCP and the East Sooke OCP updates.
2. That CRD staff determine an alternative source of funds for this planning initiative.

**FINANCIAL IMPLICATIONS**

It is proposed that funding of \$150,000 be provided from the Community Works Fund received from the Federal Gas Tax Rebate program through the Union of British Columbia Municipalities. The funds will be used to contract planning services to support the OCP reviews and support the community engagement process. CRD staff resources required to manage the project will come from the existing planning budget.

**PROJECT IMPLICATIONS**

The *Local Government Act (LGA)* requires an OCP to consider the residential development needs for at least five years, which generally triggers a full review of the OCP. The East Sooke and the Shirley/Jordan River OCPs were initially adopted in 2007 and are due for a review. The Regional Growth Strategy/RSS review provides an opportunity to achieve consistency between regional and local plans.

**LEGISLATIVE IMPLICATIONS**

An OCP is authorized by the *LGA*, and is a statement of objectives and policies to guide decisions on planning and land use management respecting the character of existing and proposed land use and servicing requirements in the area covered by the plan.

**SUMMARY**

A five year review of the Shirley/Jordan River and East Sooke OCPs is proposed. OCP reviews are eligible under the Capacity Building category of the Gas Tax Transfer Agreement. Board approval is requested for funds to be allocated from the Juan de Fuca Electoral Area Community Works Fund to facilitate the planning and community engagement processes over the next two years.

**RECOMMENDATION**

That the Electoral Area Services Committee recommends that the Capital Regional District Board:

1. Authorize a contribution of \$150,000 from the Juan de Fuca Electoral Area Community Works Fund for the Shirley/Jordan River Official Community Plan and the East Sooke Official Community Plan updates.



June Klassen, MCIP, RPP  
Manager, Local Area Planning Services

Marg Misek-Evans, MCIP, RPP  
Acting General Manager  
Planning & Protective Services  
Concurrence

Robert Lapham, MCIP, RPP  
Chief Administrative Officer  
Concurrence