



Consultation Process Regarding Official Community Plan

Policy Statement:

1. Where the proposed OCP amendment entails a comprehensive review, the preparation of a Local Area Plan, or is considered a major amendment to existing documents, the Planning Department shall forward to Council for consideration a report outlining the terms of reference of the study, including details of the consultation process.
2. Where the proposed OCP amendment is to accommodate a rezoning or is considered a minor amendment, the Planning department shall to notify those agencies on the referral list that are directly affected by the proposal. The process shall be as follows:
 - a. Staff to determine and send out referrals to various agencies for review and comment. The existing referral list will continue to be used.
 - b. Staff to determine whether or not the applicant shall hold an open house prior to the public hearing. The open house shall provide the public with an opportunity to ask questions, voice comments or concerns regarding the proposal.
 - c. Staff shall compile the formal responses received and discuss issues with applicant prior to public hearing.
 - d. Staff report shall include a summary of consultation process, referral agencies and community groups, as well as comments received from same.