



Policy:	4.1.9
Approved By:	Trust Council
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Policy Holder:	Director of Local Planning Services

INTER-LOCAL TRUST COMMITTEE COMMUNITY PLANNING BYLAW REFERRAL

Purpose

To delineate how a local trust committee will implement a local trust committee referral process for community planning bylaws affecting another local trust committee or island municipality.

Principles

The inter-local trust committee referral process is premised on the following principles:

- recognition of each local trust committee’s jurisdiction for making community planning decisions within their local trust area;
- acknowledgement of the potential impact of a local trust committee’s land planning activities on the land use planning authority within another local trust area;
- an understanding that obligations for inter-local trust committee community planning bylaw referrals are in addition to any statutory obligations that local trust committee’s may have respecting the referral of community planning bylaws;
- an understanding that inter-local trust committee bylaw referrals process will be based on best effort and the deficiencies in such efforts shall not be cause to invalidate the community planning decision of a local trust committee.

A. Definitions

n/a

B. Policy

- 1.1 During development of an official community plan or land use bylaw, a local trust committee must provide one or more opportunities it considers appropriate for consultation with contiguous local trust committees and island municipalities to promote the effective coordination of planning functions of the respective local trust committees and island municipalities.
- 1.2 For the purposes of subsection 1.1, local trust committees coordinating a community planning process should consider the potential impacts of the proposed official community plan amendment or land use bylaw amendment on the adjacent local trust committee area or island municipality, including but not limited to visual, noise, traffic, economic, environmental or other potential impacts.

- 1.3 If a local trust committee coordinating a community planning bylaw initiative deems that consultation is necessary, the local trust committee must:
- a) prior to first reading of a proposed OCP or LUB, deliver to the other relevant local trust committees and/or island municipality a “Notice of Intent” indicating the aims and general time frames for the process; including local trust committee liaison; and
 - b) deliver a draft copy of the community planning bylaw document to the local trust committees and/or island municipality having contiguous boundaries forty-five (45) days prior to public hearing for comment.
- 1.4 Either local trust committee or island municipality may give written notice requesting a consultation meeting be conducted by the local trust committee coordinating the community planning process within forty-five (45) days of receipt of the draft community planning bylaw document.

C. Legislated References

n/a

D. Links to Supporting Forms, Documents, Websites, Related Policies and Procedures

n/a