



BOARD REPORT

TO: Chair and Directors

File No: 3010 40 12 0540 20 10
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SUBJECT: Electoral Area B: South Revelstoke Diagnostic Inventory of Planning, Service Delivery and Governance

DESCRIPTION: Report from Jan Thingsted, Planner, dated March 12, 2018. South Revelstoke

RECOMMENDATION: THAT: the Board direct CSR D staff to work in collaboration with City of Revelstoke staff to develop a communications protocol regarding future boundary extension proposals.

SHORT SUMMARY:

The South Revelstoke (Electoral Area B) Diagnostic Inventory of Planning, Service Delivery and Governance Final Report ("the study") was first received by the Columbia Shuswap Regional District (CSR D) at the November 17, 2017 Board meeting and also made available to the public via the CSR D's website. John Dumbrell, Urban Systems Ltd., presented the Board with a summary of the final report at the February 15, 2018 Board meeting and answered questions pertaining to the study. At that same meeting, staff recommended that the Board provide direction to staff regarding any follow-up action(s) related to the study's findings but the Board voted to defer the item and seek clearer direction from staff at the March 29, 2018 meeting.

See "2018-02-15_Board_DS_30104012_South_Revelstoke_Diagnostic_Inventory.pdf" for further details.

The purpose of this staff report is for the Board to consider a recommendation that the Board direct staff to collaborate with City of Revelstoke staff to create a communications protocol that would detail how collectively such requests for annexation would be considered.

VOTING:	Unweighted Corporate	<input checked="" type="checkbox"/>	LGA Part 14 (Unweighted)	<input type="checkbox"/>	Weighted Corporate	<input type="checkbox"/>	Stakeholder (Weighted)	<input type="checkbox"/>
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BACKGROUND:

Information on the study is outlined in the March 3, 2017 Board Report, Chapter 1 of the study, and Mr. Dumbrell's presentation.

See:

- "2017-03-03_Board_DS_30104012_South_Revelstoke_Diagnostic_Inventory.pdf"
- "South_Revelstoke_Diagnostic_Inventory_2017-11-06_30104012.pdf"
- "South_Revelstoke_Diagnostic_Inventory_Urban_Systems_Presentation_30104012.pdf"

Following Mr. Dumbrell's presentation at the February 15, 2018 Board meeting, there was much discussion by the Directors on the nature of the study and what follow-up actions should be taken. Director Parker stated that she does not support boundary extensions at this time as more work needs to be done to create a communications policy and update both City and CSR D Official Community Plans

(OCPs). Director McKee said the study's recommendations are useful and noted that consideration would only be given to future boundary extensions that are contiguous to the City. He further stated that no boundary extensions will be actively pursued by the City - they will only deal with requests for boundary extensions.

After this discussion, staff recommended that the Board provide direction to staff regarding any follow-up action(s) related to the study's findings. Although Director McKee and Director Parker both indicated their support for City staff and CSRD staff to create a communications protocol and consider OCP amendments, the Board voted to defer the item and seek clearer direction from staff at the March 29, 2018 meeting.

More detail on the discussion that came out of Mr. Dumbrell's presentation and the presentation by staff are contained in the February 15, 2018 Board meeting minutes.

See: "2018-02-15_Regular_Board_Meeting_Minutes.pdf"

POLICY:

Electoral Area B Official Community Plan Bylaw No. 850 supports developing a clear strategy to establish how properties in the areas adjacent to the City of Revelstoke could be integrated into the City of Revelstoke. The OCP does not support incremental, one-off, annexation requests but instead a more comprehensive planning strategy to deal with such requests when they occur.

FINANCIAL:

Based on the scope and objectives of the study, it was estimated that the cost of retaining a qualified consultant to carry out the Diagnostic Inventory would be in the range of \$50,000 - \$60,000. The full cost of the project was \$60,848.

Both the City and CSRD agreed to cost-share \$30,000 towards the completion of this study and budgeted \$15,000 respectively for 2017. The Ministry of Culture, Sport, and Community Development (now the Ministry of Municipal Affairs & Housing) approved an additional \$30,000 through a Restructure Planning Grant.

Additional costs may be incurred if staff proceed with OCP amendments and other policy updates at a later date.

KEY ISSUES/CONCEPTS:

Section 7 of the report summarizes the study's findings and recommends the following actions:

Communications and Referrals:

It is recommended that the City and the CSRD jointly develop a clear and transparent communication protocol regarding the potential consideration of any future boundary extension proposals. This communication protocol could also be extended to cover referrals on land use applications. This communication protocol could be incorporated into an agreement between the CSRD and the City of Revelstoke.

Future Land Use Planning:

It is recommended that as part of the initial work on the City's next Official Community Plan update, further research is undertaken on the market demand for new residential housing (i.e. potential annual absorption by residential unit type), tourism development, and the available capacity for development within current City limits (i.e. the number of residential units that could be built based on the City's land inventory). Similarly, it is recommended that the CSRD's next Electoral Area B Official Community Plan update consider the sub-regional planning context and provides guidance on the long-term future of the study area within this context. Potentially, the CSRD and the City could undertake joint studies and analysis (e.g. related to water infrastructure servicing, long term land use demands and supply, agricultural land capability and supply) to advance future land use planning initiatives.

Consideration of Boundary Extension Applications:

It is recommended that any future boundary extension proposal(s) consider all relevant properties (i.e. a logical block or blocks of parcels) at the same time, so that one comprehensive proposal is brought forward to the CSRD, other referral agencies, and the Province of BC, rather than multiple individual proposals. Further, it is recommended that any future boundary extension proposal be for lands that are contiguous to the existing City boundary, and that no 'doughnut holes' are created within the City.

Scope for a Formal Governance Study:

If the CSRD and the City determine that a formal governance study is warranted in the future, it is recommended that it be a joint study between the CSRD and the City, with a scope of work that includes review (and/or development) of options as required, analysis of impacts to Study Area property owners, analysis of impacts to the City of Revelstoke, analysis of impacts to the CSRD, and a review of considerations related to the ALR. Further, it is recommended that a robust engagement process be undertaken to confirm a preferred option.

To view full report see: "South_Revelstoke_Diagnostic_Inventory_2017-11-06_30104012.pdf"

IMPLEMENTATION:

If the Board endorses the staff recommendation, staff will discuss communication protocol options with City of Revelstoke staff, and will consider revising land use planning policies for the South Revelstoke Study Area as part of the next Electoral Area B OCP update.

COMMUNICATIONS:

The study was received by the Board on November 17, 2017 and made available to the public via the CSRD's website. John Dumbrell, Urban Systems Ltd., provided the Board with a summary of the final report at the February 15, 2018 Board meeting.

If the Board endorses the staff recommendation, staff will initiate discussions with City of Revelstoke staff to explore communication protocol options.

DESIRED OUTCOMES:

That the Board direct staff to develop a communications protocol regarding future boundary extension proposals. In the longer term, staff will propose updates to the Electoral Area B Official Community Plan to provide better guidance on the long-term future of the South Revelstoke study area based on the study's recommendations and the communication protocol if developed.

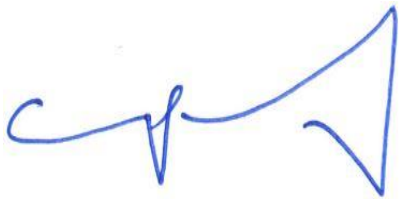
BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2018-03-29_Board_DS_South_Revelstoke_Diagnostic_30104012.docx
Attachments :	<ul style="list-style-type: none">- South_Revelstoke_Diagnostic_Inventory_2017-11-06_30104012.pdf- 2017-03-03_Board_DS_30104012_South_Revelstoke_Diagnostic_Inventory.pdf- 2018-02-15_Board_DS_30104012_South_Revelstoke_Diagnostic_Inventory.pdf- 2018-02-15_Regular_Board_Meeting_Minutes.pdf.pdf- South_Revelstoke_Diagnostic_Inventory_Urban_Systems_Presentation_30104012.pdf
Final Approval Date:	Mar 20, 2018

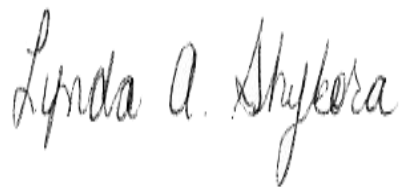
This report and all of its attachments were approved and signed as outlined below:



Corey Paiement - Mar 16, 2018 - 3:17 PM



Gerald Christie - Mar 16, 2018 - 3:31 PM



Lynda Shykora - Mar 19, 2018 - 3:21 PM



Charles Hamilton - Mar 20, 2018 - 8:46 AM