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## **FALSE BAY PARKING AND MASTER PLAN**

The Lasqueti Island Advisory Planning Commission Report on Parking in False Bay – June, 2011, identified the need for a False Bay Parking and Master Plan. This report was endorsed by the Lasqueti Island Local Trust Committee at its June 30, 2011 meeting.

### **What is a Master Plan?**

A Master Plan can be defined as a comprehensive long range plan intended to guide growth and development of a community or area within a community. The Master Plan is a policy based document and it does not regulate land use. A Master Plan is not a zoning document.

Staff suggests that the Local Trust Committee define what it wishes to accomplish in the False Bay Parking and “Master Plan”, so that there is a clear concept for the community to make their comments about and for the community to help form the document.

Staff further suggests that this Master Plan consist of a Policy document (would be in the form of an Official Community Plan amendment) AND a Regulatory document (would be in the form of a Land Use Bylaw amendment). This would ensure that parking and other land use decisions (eg. relocating the gas pump to another appropriately zoned property) can be addressed.

Assuming that the Local Trust Committee would like to accomplish parking and land use planning goals via OCP and LUB amendments, this report will:

1. Outline the purpose of a False Bay Parking and Master Plan
2. Provide a suggested process showing key actions that would take place in the processing of the Master Plan (ie. OCP/LUB amendment bylaws)
3. Estimate the potential budget to finalize a False Bay Parking and Master Plan

## **Part 1**

### **PURPOSE of MASTER PLAN (What is it and what will it do?)**

By working closely with the Lasqueti Island Community, the Master Plan will:

- Establish the area that will be the subject of the Master Plan
- Provide a detailed review of existing parking in False Bay
- Estimate parking supply and demand for the next 10 years
- Develop alternative models for parking other than the status quo with a focus on improving the safety and eliminating the vehicle congestion around the ferry landing
- Develop an implementation program for sustainable parking operations
- Protect the environment in False Bay by minimizing the impacts of parking facilities on air, water, land and other natural resources
- Promote efficient land use in the False Bay core area with a focus on zoning, parking, shared passenger transportation, and walking/cycling areas
- Preserve the community character by identifying what is important and how it should be protected
- Link together with other organizations such as the Powell River Regional District, the Ministry of Transportation and Infrastructure and the RCMP whose interests are affected by the False Bay Parking and Master Plan
- Lead to Official Community Plan and Land Use Bylaw amendments that focus on parking and land use in the False Bay area.

## **Part 2**

Below is an example of how the process could unfold for creating a False Bay Parking and Master Plan.

### **PROCESS – FALSE BAY PARKING AND MASTER PLAN**

1. LTC directs that False Bay Parking and Master Plan becomes a top priority and staff writes a preliminary report outlining the process, timelines, and budget to be presented to LTC
2. Staff presents preliminary report on purpose, timelines and budget to the LTC
3. LTC, Regional Director and APC have discussion about the "APC Report on Parking in False Bay – June, 2011" and the Staff report "False Bay Parking and Master Plan – July 21, 2011"

4. Staff presents second report to including the discussion items from the August meeting with the LTC/Regional Director/APC and providing recommendations on how to proceed.
5. LTC refers preliminary and second staff reports to APC for comment and recommendations
6. APC submits comments and recommendations to the LTC
  7. LTC directs staff to arrange the first Community Outreach Meeting
8. Community participation and input initiated via a Community Outreach Meeting as well as other comment collecting initiatives (eg, survey, internet form on Lasqueti website, etc.)
9. Staff presents Community Outreach Report No. 1 to the LTC, and LTC directs staff according to the community's input
10. LTC directs Staff to draft amendment to the Official Community Plan and amendment to the Land Use Bylaw
11. Staff drafts report explaining draft bylaws and presents draft bylaws to the LTC for consideration.
12. LTC gives first reading to bylaws, requests that bylaws be sent to referral agencies, and requests a second Community Outreach Meeting be arranged.
13. Community participation and input continued via a second Community Outreach Meeting in which draft bylaws are presented. Other comment collecting initiatives (eg, survey, internet form on Lasqueti website, etc.) continue. Other agencies could be invited to attend outreach meeting (eg. Ministry of Transportation staff)
14. Staff presents Community Outreach Report No. 2 and a report on the bylaw referral responses to the LTC, and LTC considers sending bylaws to public hearing.
15. Public Hearing takes place and LTC considers further readings being given to bylaws – LTC cannot accept any further public consultation
16. LTC gives Second and Third readings to bylaws and refers both bylaws to Executive Committee and the proposed OCP amendment to the Minister –
17. Executive Committee approves both bylaws and Minister approves proposed OCP amendment bylaw.

18. LTC considers adopting the amendment bylaws.

### **Part 3**

#### **BUDGET TO FINALIAZE FALSE BAY PARKING AND MASTER PLAN**

- 1 APC Meeting – (Hall rental, advertisement/mailout, APC expenses) - \$100 (Currently \$200 in 2011-2012 Budget)
  
- One Community Outreach Meeting (Hall rental, advertisement/mailout) - \$80
- Survey to all Lasqueti residents – \$50
- Survey and Comment Sheet on Lasqueti and IT Websites – no charge
- Second Community Outreach Meeting (Hall rental, advertisement/mailout) - \$80
- Possibly consulting services – \$2500
  
- Bylaws to Public Hearing (Public Hearing Notice advertisements, hall rental, mailout) - \$1500 (bulk of this is legislative requirement to advertise in a “newspaper” and we use the Parksville News to fulfil this requirement