

Outline

Land Use Services Department

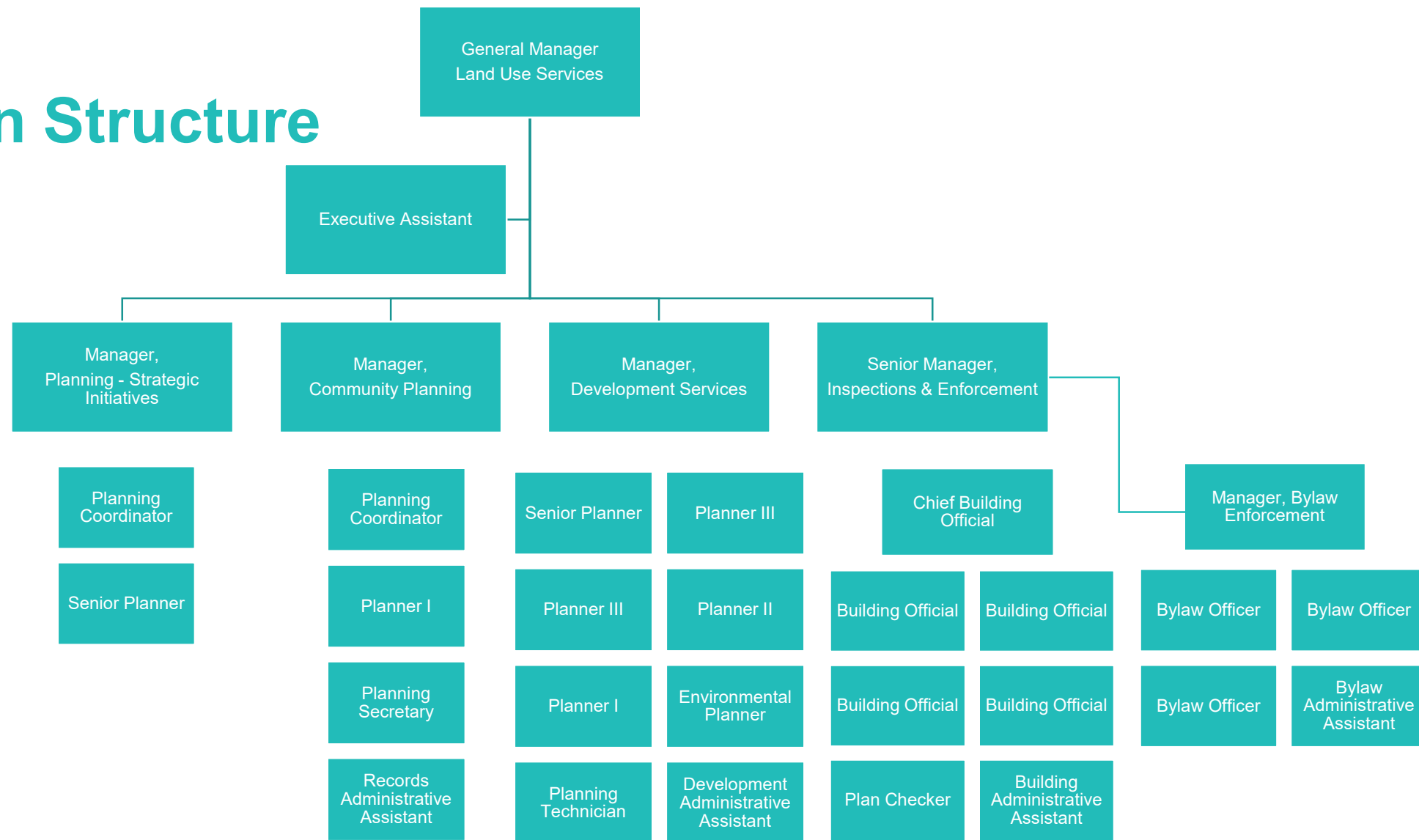
1. Organization Structure
2. Division Responsibilities
3. Major Initiatives
4. Workplan



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Organization Structure

May 2024



LUSD - Division Responsibilities

Strategic Initiatives

Regional/Sub-regional Planning

Official Community Plan for Electoral Areas
Local Area Plans
Development Permit Area Designations
Micro-Policy Projects
Regional Housing Needs Assessment
Regional Growth Strategy Referrals
Regional Planning Initiatives

Community Planning

Community Planning

Zoning Bylaw Maintenance
Comprehensive Zoning Bylaw (CZB) Development
Local Government OCP/Zoning Referrals
Community Heritage Register (CHR)
Support to DS Division with complex applications and enquiries

Development Services

Development Planning

Process applications (OCP + Zoning amendments, permits, BOV, covenants, LUCs, PDAs, ALC)
Provincial Referrals (Subdivision, Water License, ALC, Other Crown Referrals)
Building Permit Referrals
APC + BOV Support
General planning & development Enquiries

Inspections

Building Inspection Services

Process building permit applications / review plans compliance with BC building and plumbing codes, and CVRD bylaws / conduct inspections
Routine updates to the CVRD Building Bylaw
Code/bylaw enforcement
General building enquiries



Enforcement

Bylaw Compliance & Enforcement

Bylaw enforcement in electoral areas /emphasis on education and voluntary compliance
Bylaw dispute adjudication
Review policy and bylaws
Management of animal control contract
General bylaw enquiries

Major Initiatives

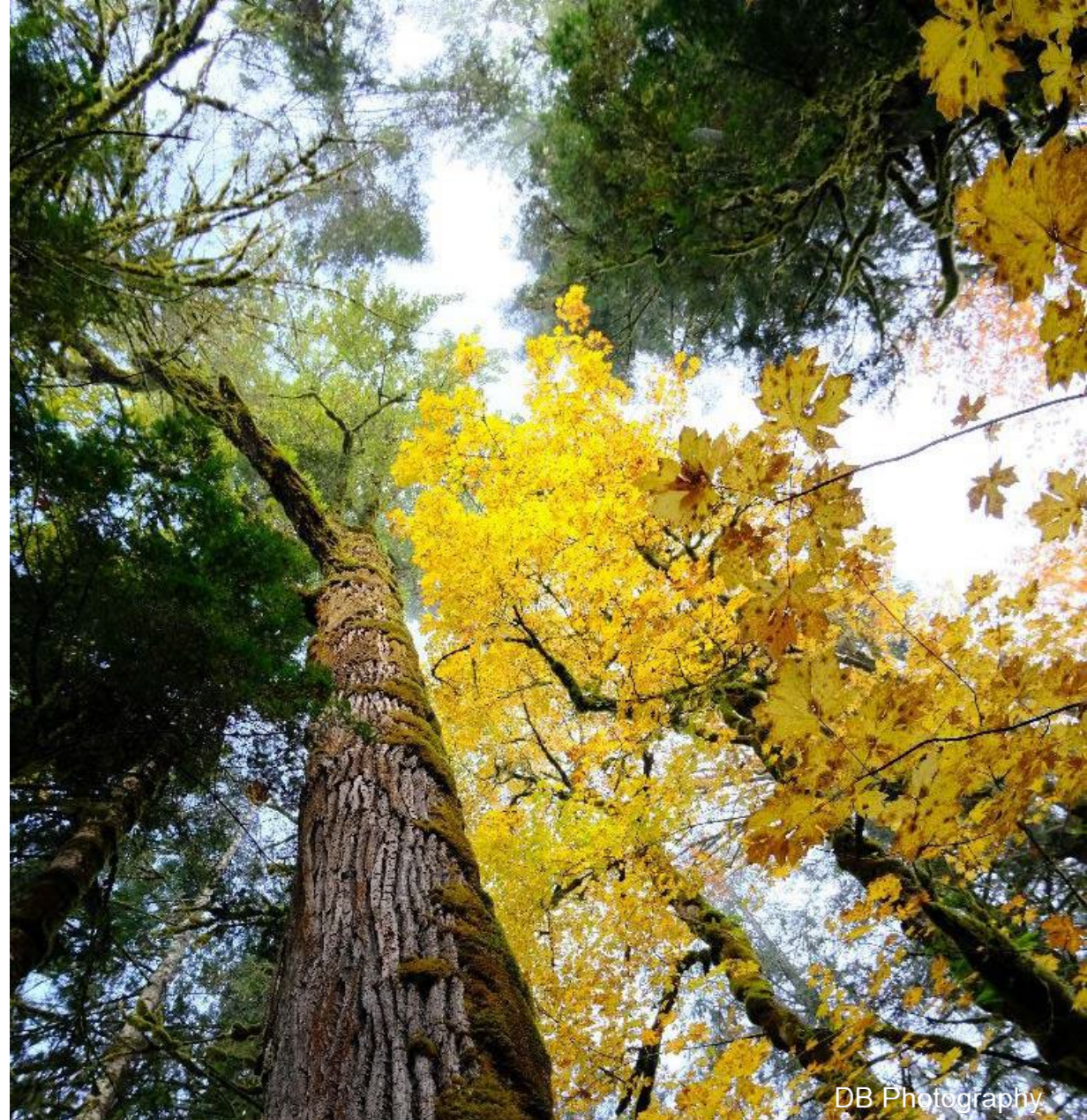
Land Use Services Department

Strategic Initiatives Division

- OCP Modernization
- Interim Housing Needs Reports
- Local Area Plans
- Island Rail Corridor Visioning
- Reconciliation Framework

Community Planning Division

- Zoning Bylaw Bill 44 (Secondary Suite) Amendments
- Zoning Bylaw Detached Suite Amendments
- Zoning Bylaw Bill 35 Amendments (short-term rentals)
- Zoning Bylaw Amendments (Temporary Use Permits)
- DPA Review
- Comprehensive Zoning Bylaw
- Community Amenity Contribution Policy



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Major Initiatives

Land Use Services Department

Development Services Division

- DS Modernization (Policy/Bylaw Updates)
- Land Management System (LMS) Implementation (DS Module)
- Referrals Policy Review
- Records Management

Building Inspection

- BC Building Permit Application Portal Project
- LMS Implementation (Building Module)
- Digital Plan Review Software Implementation
- Energy & Zero Carbon Step Code Implementation

Bylaw Enforcement

- Bylaw Dispute Adjudication System
- Short-term Rental Enforcement
- Potential Business Licensing for Short-term Rentals/B&Bs
- Bylaw Enforcement Policy Review
- LMS Implementation (Bylaw Enforcement Module)
- LMS Implementation (Animal Control Module)



Workplan

Land Use Services Department

- *Complete MOCP, Interim HNRs, LAPs*
- *Develop a (single) Comprehensive Zoning Bylaw*
- *Satisfy Bill 44 requirements (suites) and promote long-term affordable housing options*
- *Review and update DPAs for environmental protection and form and character*
- *Enforce and regulate short-term rentals*
- *Implement Land Management System for all LUSD divisions*
- *Continue to update policies, procedures and bylaws*



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