

TERMS OF REFERENCE: OCP Review and Update 2025 - 2026

Introduction

The District has begun a general OCP review and update. The review will allow the District to evaluate the existing policies in the context of the change experienced in the community since 2018 (population growth, increased development, housing affordability, environmental hazards, etc.) and associated key priorities (development approvals, provision of municipal services, economic diversification, community safety, etc.). The updated OCP is anticipated to be ready for Council's consideration of formal adoption in July 2026.

In addition to the general review and update, the District is required by the province through recent legislative updates (Bill 44) to ensure that the current OCP can accommodate the 20 year need for housing in the community. Staff have begun to evaluate the existing OCP and anticipate bringing forward an amendment bylaw for Council's **consideration to meet provincial requirements**.

Purpose

- Develop an Official Community Plan, informed by feedback from the community, that reflects the current and anticipated priorities for the District of Lake Country.
- Create a document with clear links between feedback received through the public engagement process and the guiding policies.
- Develop a plan for the future of the District that the community supports and understands.

Goals and Objectives

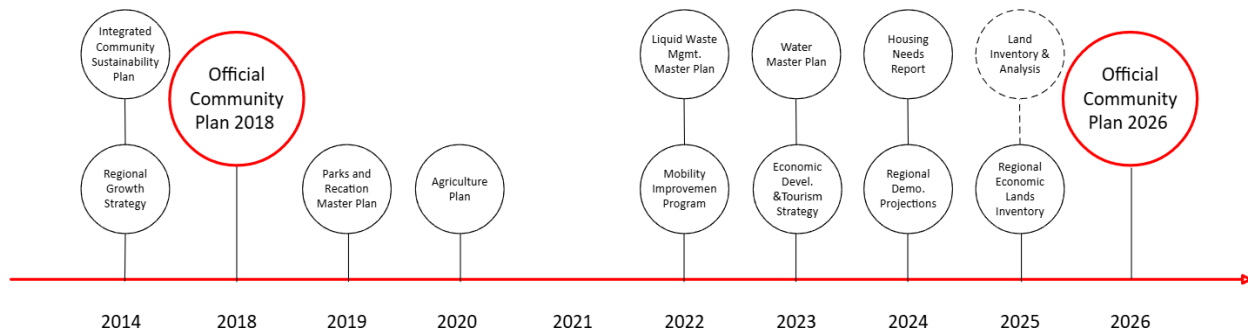
Goals

1. Design and implement a coordinated planning and engagement process that informs the review and update of the OCP.
2. Develop an updated OCP for council's consideration by July 2026.

Objectives

1. Review and evaluate existing policies and guidelines (for example, urban containment boundaries, future land use designations, Development Permit Areas),
2. Update the OCP to include the specific policy documents created since 2018 (for example, Water Master Plan, Liquid Waste Management Plan, Transportation Master Plan),
3. Fill information gaps with data generated through updated population demographic projections, housing needs assessments, and land capacity analyses,
4. Include new priorities into the District's strategic policy fabric (for example, Council's 2025 strategic priorities), and
5. Monitor progress towards the updated policy guidance.

The following graphic illustrates the existing and strategic background information that will inform the OCP review and update (Objective 2).



Guiding Principles

The following guiding principles have been developed to inform the OCP review and update:

- Generate strong community engagement in the OCP review process.
- Develop a clear and coordinated vision to guide community development in the District over the next 25 years.
- Build on successful policies in the existing OCP and other strategic documents.
- Update, modify, or remove policies **inconsistent** with the community vision, where appropriate.
- Incorporate themes of Council's 2025 Strategic Plan and other District priorities.

Background

The OCP sets the overall framework for community development, including land use planning, parks and recreation, arts and culture, mobility networking, and infrastructure servicing within the District. The document provides strategic guidance (goals, objectives, and policies) for Council and staff in departments throughout the organization. The document is a product of public engagement, including visioning, consultation, and dialogue: the OCP belongs to the entire community, including residents and stakeholders.

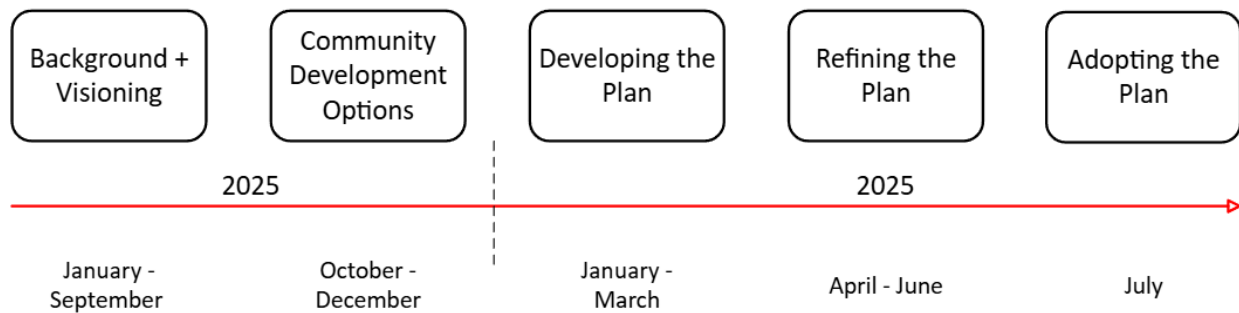
As noted above, the OCP provides policy guidance. It is neither a regulatory document nor does it obligate Council to complete projects described in the Plan; however, the Local Government Act requires bylaws enacted by Council to be consistent with the OCP.

Process and Timeline

The District has drafted a workplan for the OCP review and update. The workplan divides the project into five phases occurring over approximately 18 months as described below:

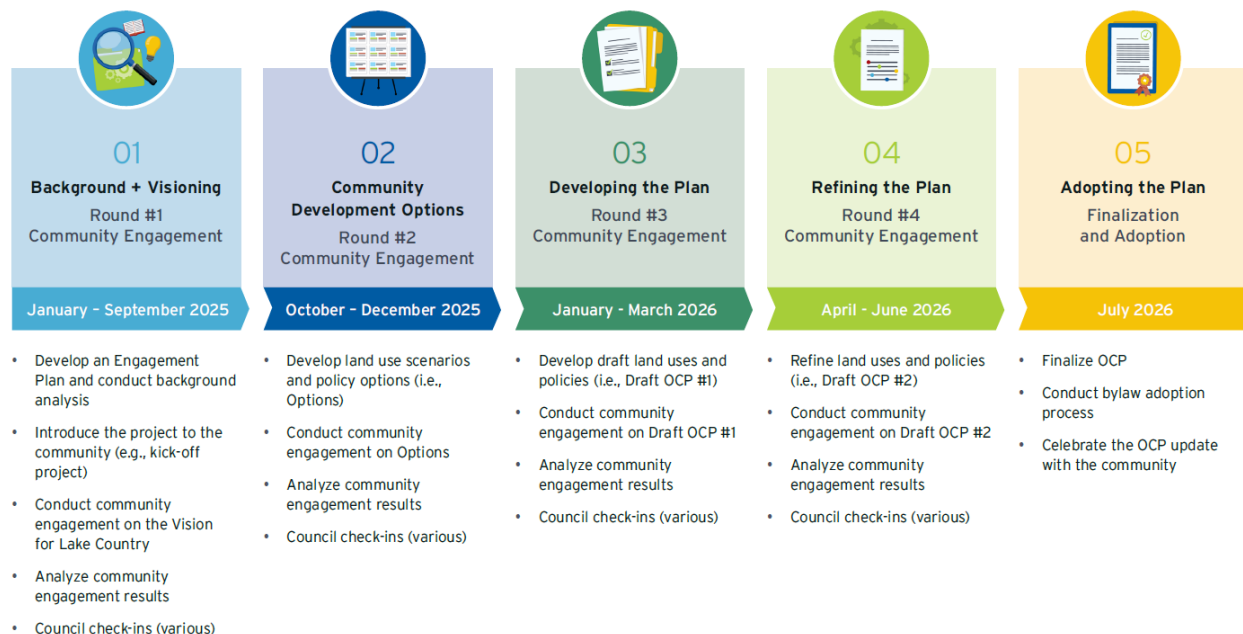
1. Background + Visioning: January – September 2025,
2. Community Development Options: October – December 2025,
3. Developing the Plan: January – March 2026,
4. Refining the Plan: April - June 2026, and
5. Adopting the Plan: July 2026.

The graphic below illustrates the general process and timeline for the OCP review and update.



Public Engagement

The District has developed an engagement plan for the OCP review and update that achieves the International Association of Public Participation (IAP2) *consult* and *involve* levels of community engagement, and that respects Council's decision-making authority to adopt the plan. Engagement and communication will be key to developing a planning document that is informed by strong public participation and developed to be clear and meaningful. The engagement plan follows the structure of the workplan for the OCP review and update. The public engagement plan will drive the development of each phase of the workplan to review and update the OCP, and to meet the overall goals and objectives of the project.



Steering Committee and Project Management

Council will act as the Steering Committee for the OCP review and update. Council can expect to receive reports at key milestones of the project, including the kickoff to or completion of each stage of the workplan. At the conclusion of the OCP review and update process, staff will return to Council to begin the formal adoption of the draft OCP anticipated in July 2026.

Resources

The District's 2025 budget includes \$250,000 for the OCP review and update. Staff are seeking project grants where available. Staff will provide updates to Council throughout the OCP review and update process regarding project resources and budgeting.

Project Workplan

The general project workplan for the OCP review and update process is included on the following page.

OCP 2050 - Workplan

Project Phase	2025				2026			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	Project Scoping + Background Research + Community Visioning				Developing the Plan: Draft 1	Refining the Plan: Draft 2	Adopting the Plan	Celebrating the Plan
Background + Visioning								
Issue RFP(s) + Select Consultant(s)								
Background Information Preparation								
Council - Strategy 1 - Overview								
Develop Engagement Plan								
Formal Project Kick-off - Targeted Public Engagement								
Visioning - Develop Process + Engagement Workplan								
Council - Strategy 2 - Review Visioning Workplan								
Visioning - Complete Public Engagement								
Visioning - Analysis + Conclusions								
Council - Strategy 3 - Visioning Summary								
Community Development Options								
Develop Land Use Scenarios + Policy Options								
Council - Strategy 4 - Review Draft Scenarios and Options								
Options - Complete Public Engagement								
Options - Analysis + Conclusions								
Council - Strategy 5 - Options Summary								
Developing the Plan: Draft 1								
Draft 1 - Develop Land Use + Policy								
Council - Strategy 6 - Review Draft Land Use + Policy								
Draft 1 - Complete Public Engagement								
Draft 1 - Analysis + Conclusions								
Council - Strategy 7 - Draft 1 Summary								
Refining the Plan: Draft 2								
Draft 2 - Refine Land Use + Policy								
Draft 2 - Complete Targeted Public Engagement + External Referrals								
Council - Strategy 8 - Draft 2 Summary								
Formal Adoption Process								
Finalize OCP								
Bylaw Adoption Process + Public Hearing								
Celebrate OCP Update - Public Engagement								