

PLANNING/BUILDING/BYLAW ENFORCEMENT MEMORANDUM OF BUSINESS

Cariboo Regional District

August 29, 2008

P1 - <3 months
P2 - 3-6 months
P3 - as time permits

SEPTEMBER 2006 – ITEM “A”

Resolution: “That correspondence be forwarded to the Transport Canada Minister, with copies to the Fisheries and Oceans Minister and the Environment Canada Minister, encouraging the Federal government to cooperate with the Cariboo Regional District’s Official Community Plan process regarding boating restrictions.”

Source: (Resolution No: 06-09B-31)
(Cariboo Regional District Board Meeting September 15, 2006)

Priority: 1

Action: In Progress

NOVEMBER 2006 – ITEM “A”

Resolution: “That staff review the fee schedule for Building Inspection permits with a view to generating a greater portion of costs from users.”

Source: (06-11B-65(6))
(Cariboo Regional District Board Meeting November 17, 2006)

Priority: 3

Action: In progress.

MARCH 2007 – ITEM “A”

Resolution: “That the agenda item summary from Heidi Frank, Research and

Communications Officer, dated March 13, 2007, regarding the Heritage Implementation Plan, be received. Further, that the Heritage Program Framework report dated March 2007 prepared by Donald Luxton Associates, be received. Further, that the ‘Short (1-2 years)’ timeline recommended in the subject report be endorsed as the approach to be undertaken at this time. Further, that a Heritage Steering Committee be established consisting of one representative from each geographical area of the north, central, and south Cariboo and the Chilcotin; a First Nations community representative; one staff member; and one Regional District Board member. Further, that advertisements be placed in all local newspapers seeking nominations to the Steering Committee. Further, that the Terms of Reference for the Committee be established pursuant to Ms. Frank’s agenda item summary.”

Source: (07-03B-39)
(Cariboo Regional District Board Meeting March 23, 2007)

Priority: 2

Action: Applications received from interested candidates – responses received from North and South Cariboo Rural Caucus.

MAY 2007 – ITEM “A”

Resolution: “That the following recommendation from the Central Cariboo Rural Directors Caucus meeting held April 26, 2007 be referred to staff for consideration of including in the Cariboo Regional District Business Plans as a future goal:

Forestry Planning Policy

- 1) “That a qualified consultant be hired to develop planning policy relating to forestry activities for the Cariboo Regional District and complete the Agri/Forest Policy document.”

Source: (07-05A-19)(1)
(Cariboo Regional District Board Meeting May 11, 2007)

Priority: 3

Action: To be considered by staff following backlog of applications being processed.

JULY 2007 – ITEM “A”

Resolution: “That the agenda item summary dated June 27, 2007, from Rick Brundrige, Manager of Planning Services, regarding nomination of a heritage site be received. Further, that lands described as Lot 1, District Lot 12, Cariboo District, Plan 28781, Except Plan PGP36010 be included in the Cariboo Regional District Heritage Register, with notification of same being provided to the provincial Heritage Branch. Further, that staff initiate applications for funding for programs as required for the subject land, including a Heritage Investigation Permit.”

Source: (07-07A-53)
(Cariboo Regional District Board Meeting July 6, 2007)

Priority: 1

Action: Draft report received. Consultation underway with Director and landowner.

NOVEMBER 2007 – ITEM “A”

Resolution: “That staff investigate and report back to the Board on the viability of utilizing the Development Permit process in areas under Rural Land Use Bylaws.”

Source: (07-11A-14)
(Cariboo Regional District Board Meeting November 9, 2007)

Priority: 3

Action: Propose to draft a bylaw amendment for Central Cariboo in concert with other planning initiative.

JANUARY 2008 – ITEM “A”

Resolution: “That the agenda item summary from Rick Brundrige, Manager

of Planning Services, dated January 10, 2008, regarding appointments to the Cariboo Regional District Board of Variance, be received. Further, that Nigel Hemingway, Ron Hume, and Norm Redden be appointed to the Board of Variance for a three-year term, effective January 18, 2008, in accordance with Section 899 of the Local Government Act.”

Source: (08-01A-47)
(Cariboo Regional District Board Meeting January 18, 2008)

Priority: 1

Action: Letter being prepared.

JANUARY 2008 – ITEM “B”

Resolution: “That the agenda item summary from Jo-Anne Frank, Corporate Secretary, dated January 2, 2008 regarding a Notice of Motion for staff to report on options for addressing land development/water issues in the Rose Lake area, be received. Further, that it be requested that the Agricultural Land Commission review the Rose Lake area in the context of possible block exclusion. Further, that staff be directed to support the efforts of the Rose Lake Water Committee by providing information and direction. Further, that staff write to the Area “F” Advisory Planning Committee advising them of the status of the Regional Growth Strategy, possibility of Development Permits in Rural Land Use Bylaw areas, ALR block exclusion request, and CRD support of the Water Committee.”

Source: (08-01A-66)
(Cariboo Regional District Board Meeting January 18, 2008)

Priority: 1

Action: Letter sent January 24, 2008 to Area ‘F’ APC.

MARCH 2008 – ITEM “A”

Resolution: “That the agenda item summary dated February 19, 2008 from Rick Hodgson, Deputy Chief Administrative Officer and Graham Barbour, Bylaw Enforcement Manager, be received. Further, that staff investigate and provide a report to the Board by September

2008 regarding the options for providing assistance to bylaw enforcement services.”

Source: (08-03A-42)
(Cariboo Regional District Board Meeting March 7, 2008)

Priority: 2

Action: In progress.

MARCH 2008 – ITEM “B”

Resolution: “That the agenda item summary from Heidi Frank, Community Services, dated February 20, 2008, regarding the Heritage Steering Committee establishment and application for funding, be received. Further, that the Board endorse the terms of reference for the Heritage Steering Committee, and submit an application to the Ministry of Tourism, Sport and the Arts for funding for Statements of Significance under its Community Heritage Registers Program. Further that the terms of reference and questionnaire be published on the CRD website. Further, that Rural Caucus members undertake heritage-related duties at no cost to the Board.”

Source: (08-03A-46)
(Cariboo Regional District Board Meeting March 7, 2008)

Priority: 2

Action: Awaiting nominations to Steering Committee.

MARCH 2008 – ITEM “C”

Resolution: “That Resolution #08-03A-47 be amended to include the following:

‘Further, that while investigating the option of a temporary accommodation zone in the south Cariboo, staff also determine the possibility of a permitting process in this regard.’”

Source: (08-03A-125)
(Cariboo Regional District Board Meeting March 7, 2008)

Priority: 3

Action: Will be assessed should our office be contacted by applicants.

MARCH 2008 – ITEM “D”

Resolution: “That the draft of the Williams Lake Fringe Area Official Community Plan be referred to the Central Rural Caucus.”

Source: (08-03B-24)
(Cariboo Regional District Board Meeting March 28, 2008)

Priority: 1

Action: Meeting with APC’s for Electoral Areas D, E and F and Soda Creek First Nations held May 6th, 2008.

MARCH 2008 – ITEM “E”

Resolution: “That the agenda item summary from Rick Brundrige, Manager of Planning Services regarding the draft Williams Lake Fringe Area Official Community Plan draft, be received Further, that staff be directed to post the draft document on the CRD webpage, complete with mapping, and begin the consultation process by advising the City of Williams Lake, the Soda Creek and Williams Lake First Nations Bands, School District and government agencies of these web links. Further, that the document and maps be printed and referred to Areas D, E and F APC’s, with comments requested by April 28, 2008. Upon receipt of comments subsequent to April 28, a public meeting be held to obtain comments from area residents, with newspaper and radio advertising the event.”

Source: (08-03-25)
(Cariboo Regional District Board Meeting March 28, 2008)

Priority: 1

Action: Public meeting held Aug 7, 2008

JUNE 2008 – ITEM “A”

Resolution: “That it be a policy of the Cariboo Regional District (CRD) Board that a deadline be established for receipt of Public Hearing results and Advisory Planning Commission comments relating to items on the regular Board agenda. Further, that submissions of this nature be received in the Williams Lake CRD office no later than 8:30 am on the Thursday prior to the scheduled Board meeting. Furthermore, should these documents include a large volume of information, that staff be authorized to use discretion when determining whether or not to defer the agenda item to the next regular meeting of the Board of Directors, in order to allow sufficient time to review material.”

Source: (08-06A-16)
(Cariboo Regional District Board Meeting June 6, 2008)

Priority: 2

Action: In progress.

JUNE 2008 – ITEM “B”

Resolution: That staff reexamine the “ancillary building” definition within Cariboo Regional District Zoning Bylaws to consider exclusion of attached garages.”

Source: (08-06B-30)
(Cariboo Regional District Board Meeting June 27, 2008)

Priority: 1

Action:

JUNE 2008 – ITEM “C”

Resolution: “That staff be requested to set up a Memorandum of Understanding with First Nations Bands and/or Tribal Councils with regard to the Cariboo Regional District Planning Department referral process and the importance of receiving comments from the various agencies by a specified deadline.”

Source: (08-06B-36)

(Cariboo Regional District Board Meeting June 27, 2008)

Priority: 2

Action:

JUNE 2008 – ITEM “D”

Resolution: “That staff investigate and report back to the Board on options to regulate outdoor wood burning units.”

Source: (08-06B-62)
(Cariboo Regional District Board Meeting June 27, 2008)

Priority: 2

Action:

JUNE 2008 – ITEM “E”

Resolution: “That staff investigate and advise the Board what financial resources would be required to address a Regional Growth Strategy development.”

Source: (08-06B-98)
(Cariboo Regional District Board Meeting June 27, 2008)

Priority: 1

Action:

JULY 2008 – ITEM “A”

Resolution: “That the agenda item summary from Graham Barbour, Manager of Bylaw Enforcement, dated July 7, 2008, regarding municipal ticketing information, be received. Further, that a formal request be submitted to the Office of the Attorney General to have Cariboo Regional District named in a regulation extending the applicability of the Local Government Bylaw Notice Enforcement Act.”

Source: (08-07A-32)
(Cariboo Regional District Board Meeting July 18, 2008)

Priority: 1

Action: Waiting for Chair's signature

JULY 2008 – ITEM “B”

Resolution: “That the agenda item summary from Graham Barbour, Chief Building Official, dated July 8, 2008, regarding the Cariboo Regional District's involvement in Liquor License Applications, be received. Further, that this item be deferred to allow staff time to prepare and bring forward a bylaw, to repeal Cariboo Regional District Liquor Licensing Fee Establishment Bylaw No. 3860, 2004, to the August 29, 2008 meeting of the Board of Directors.”

Source: (08-07A-33)
(Cariboo Regional District Board Meeting July 18, 2008)

Priority: 1

Action: AIS August 29, 2008

JULY 2008 – ITEM “C”

Resolution: “That staff be authorized to attend the Heritage BC workshop, October 17 – 19, 2008, in Prince George, with all associated costs being funded through the 2008 Planning function budget. Further, that staff bring forward a proposed 2009 budget for a Heritage function for consideration at the Finance/Budget Committee meeting.”

Source: (08-07A-91)
(Cariboo Regional District Board Meeting July 18, 2008)

Priority: 1

Action: