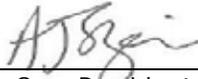


<b>SUBJECT</b>	<b>POLICY #92 (LAND USE AND PERMITTING) AND REPEAL OF POLICY #5 (SUSTAINABLE DEVELOPMENT)</b>
<b>MEETING DATE</b>	<b>APRIL 18, 2019</b>

Forwarded on the Recommendation of the President

**APPROVED FOR  
SUBMISSION**



for Santa J. Ono, President and Vice-Chancellor

<b>DECISION REQUESTED</b>	<b>IT IS HEREBY REQUESTED that <i>approval be granted for the proposed Policy #92 (Land Use, Permitting and Sustainability) and associated Procedures in the form attached as Schedule A, and the repeal of Policy #5 (Sustainable Development), all effective immediately.</i></b>
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<b>Report Date</b>	March 12, 2019
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**Presented By** Hubert Lai, Q.C., University Counsel  
Robin Ciceri, Vice-President External Relations

<i>If this item was previously presented to the Board, please provide a brief description of any major changes since that time.</i>	A policy proposal was presented to the Property Committee (the “ <b>Property Committee</b> ”) of the Board of Governors (the “ <b>Board</b> ”) for information and input at the meeting of the Property Committee in November 2018. The major changes made to the policy proposal since November 2018 are described in the “Description” section below.
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**EXECUTIVE SUMMARY**

The purposes of the Proposed Policy are to: (1) ensure that the best practices in respect of land use and planning are reflected; (2) expressly set out UBC’s commitment to sustainable development and sustainable operations; and (3) ensure that Campus & Community Planning has the necessary flexibility to ensure that appropriate rules, plans and guidelines regarding land use are implemented in a timely manner, that the UBC community has sufficient guidance regarding land use on the UBC campuses, and that adequate mechanisms are in place to facilitate compliance by the UBC community with legal requirements as well as UBC requirements in connection with use of UBC lands and buildings. The Proposed Policy proposal was published for community consultation, resulting in comments from four sources. The policy review committee (the “**Policy Review Committee**”) that was constituted for the review of Policy #5 (Sustainable Development) (“**Policy #5**”) and the current version of Policy #92 (Land Use and Permitting) (“**Current Policy #92**”) reconvened to review the feedback received and the Proposed Policy, and recommends various clarifying amendments, which are summarized in the “Description” section below. The Policy Review Committee unanimously recommends to the Board for approval: (i) amendments to Current Policy #92 as set out in the Proposed Policy; and (ii) the repeal of Policy #5.

**Attachments**

1. A clean copy of the Proposed Policy being presented to the Board for approval attached as Schedule A;
2. A blacklined copy of the Proposed Policy showing the differences between the proposed version presented to the Property Committee on November 26, 2018 and the version now being presented to the Board for approval attached as Schedule B; and
3. Table summarizing community consultation, including responses from the Policy Review Committee (the “**Community Consultation Summary**”) attached as Schedule C.

Copies of the current policies and related documents are available at:

- [Policy #5 - Sustainable Development](#)
- [Policy #92 - Land Use and Permitting](#)
- [Land Use Rules \(updated 2009\)](#)

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## STRATEGIC CORE AREAS SUPPORTED

People and Places     Research Excellence     Transformative Learning     Local / Global Engagement

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**DESCRIPTION** Policy #5 sets out UBC’s commitment to improving its performance in sustainability in all areas of operations. The principles set out in Policy #5 are strongly connected to land use and planning and accordingly should be addressed in a single, holistic policy. Some of the information in Policy #5 is also out of date, and given that its objectives can be addressed in a single, cohesive policy, the Policy Review Committee recommends the consolidation of Policy #5 and Current Policy #92 by repealing Policy #5 and addressing the relevant sustainability principles in amendments as set out in the Proposed Policy.

The Current Policy #92 sets out a framework for creating and enforcing land use rules. With the benefit of 10 years of experience working with this Policy and the system of Land Use Rules established by this Policy, in addition to incorporating UBC’s objectives and commitments regarding sustainability into the Proposed Policy, the Policy Review Committee also recommends certain additional amendments to Current Policy #92 to further strengthen and build upon the foundation of this Policy.

*Summary of Changes from Current Policy #92 – Items #1 - #7 below were presented to the Property Committee in November 2018; Items #8 - #10 are additional revisions by the Policy Review Committee following the community consultation period*

1. **Sustainability Matters:** The Proposed Policy includes UBC’s objectives and commitment in respect of sustainability and explicitly contemplates the creation of Land Use Rules to address sustainable operations and development. While it is already possible to establish such Land Use Rules under Current Policy #92, the inclusion of explicit language serves to underline the importance of sustainable operations and sustainable development as key elements in UBC’s land use, planning and permitting regime.
  2. **General Amendments:** The Proposed Policy reorganizes the sections in Current Policy #92 for improved flow and readability. Further, the Proposed Policy includes a broader title to ensure that the appropriate level of prominence is given to sustainability as a key consideration. The proposed title is “Land Use, Permitting and Sustainability”. For the same reason noted above, the name of the Land Use Committee is changed to the “Land Use and Operational Sustainability Committee” (hereinafter referred to as the “LUSC”).
  3. **Documents Governing Land Use:** The Proposed Policy also expressly sets out four categories of documents governing land use at UBC and describes the nature and effect of documents in each of the categories. The four categories are: External Governance Requirements, Land Use Rules, Plans, and Guidelines. External Governance Requirements and Land Use Rules are addressed in Current Policy #92 but Plans and Guidelines are new additions in the Proposed Policy. Plans and Guidelines are recommended practices and criteria that will guide the implementation of External
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Governance Requirements and Land Use Rules, and the exercise of decision-making authority by the LUSC and Campus & Community Planning.

4. ***Development of Land Use Rules, Plans and Guidelines:*** The LUSC will continue to be responsible for recommending Land Use Rules to the Board, which includes presentation to the Property Committee. The Associate Vice-President, Campus & Community Planning and the Associate Vice-President, Facilities will consult the LUSC as appropriate in respect of Plans and Guidelines. The Property Committee will determine whether to approve the adoption, amendment or repeal of any Plans upon recommendation of such adoption, amendment or repeal by the Associate Vice-President, Campus & Community Planning and the Associate Vice-President, Facilities. The Associate Vice-President, Campus & Community Planning and the Associate Vice-President, Facilities are authorized to develop and create Guidelines and to adopt, amend or repeal Guidelines, and they will provide an annual report to the Property Committee setting out the details regarding any Guidelines that were adopted, amended or repealed in the immediately preceding year.
5. ***Variations and Appeals:*** In Current Policy #92, a decision made by a Director of Campus & Community Planning in respect of an application for a variance from the Land Use Rules can be appealed to the Associate Vice-President, Campus & Community Planning. The Proposed Policy contains an expanded range of matters that can be appealed. Pursuant to the Proposed Policy, decisions made by a Director with respect to applications for permits, licenses or variances can be appealed. The decision of the Associate Vice-President, Campus & Community Planning in respect of any appeal will continue to be final.
6. ***Land Use and Operational Sustainability Committee:*** The Proposed Policy modifies the composition of the LUSC by adding the Associate Vice-President, Facilities as a member of this committee and by allowing up to four external members. The Proposed Policy further provides that the two Board members that will serve on the LUSC will be the chair of the Property Committee (the “LUSC Chair”) and a member of the Board as selected by the LUSC Chair. The LUSC Chair will also select between two and four external members of the LUSC. In addition, the Proposed Policy includes a new section providing that meetings of the LUSC will normally be conducted in open session unless the LUSC Chair designates that certain matters which are of a nature that requires they be handled with due and appropriate sensitivity, are to be dealt with in closed session.
7. ***Annual Reports to Board:*** Current Policy #92 provides for annual reports to the Board regarding the activities of the LUSC. To make best use of the Board’s limited time, the Policy Review Committee recommends removing this requirement. The Board will receive information regarding every Land Use Rule and Plan through the Property Committee as well as annual reports regarding any new, amended or repealed Guidelines, which information will provide a high level of visibility of the activities carried out under the Proposed Policy. Further, Campus & Community Planning has the option to bring additional information to the Board as determined to be desirable by Campus & Community Planning or as requested by the Board.

8. ***Removal of Housing Action Plan and Revision of Consultation Requirements Regarding Plans:*** One of the comments received during the community consultation process included a request that representatives from the Provost Office and from the Office of the Vice-President Human Resources be included on the LUSC, at least for matters that affect the UBC Housing Action Plan. The Policy Review Committee determined that increasing the number of members of the LUSC may result in inefficiencies and is not warranted as the two additional members would be required in a narrow circumstance (i.e., where the Housing Action Plan is discussed). In response to this feedback, and given that the Housing Action Plan falls within the purview of the Provost Office and the Office of the Vice-President, Human Resources, the Policy Review Committee has removed the Housing Action Plan from the list of Plans included in the Proposed Policy and has further revised the Proposed Policy to provide that in recommending developments of, or revisions to, Plans, the Associate Vice-President, Campus & Community Planning and the Associate Vice-President, Facilities will also consult with other UBC senior administrators where appropriate.
9. ***Living Lab Approach:*** In response to one of the comments received during the community consultation process to use this opportunity to more firmly embed UBC's commitment to the campus as a living lab approach and the ability to utilize the planning, design, construction and operation of campus buildings, landscape, and infrastructure for research and learning, the Policy Review Committee has included additional language in the "Background & Purposes" section of the Proposed Policy to further indicate UBC's commitment to using the UBC campuses as living laboratories that provide opportunities for integration of land use with research and learning.
10. ***Scope of Application of Proposed Policy:*** The Policy Review Committee has made certain amendments to provide clarity to the UBC community regarding the scope of application of the Proposed Policy, including the areas and buildings to which the Land Use Rules, Plans, and Guidelines apply. These clarifying amends are as follows:
- Replacement of "UBC Vancouver campus" with "UBC Point Grey campus" for greater accuracy and inclusion of maps which indicate the areas that are encompassed by the terms UBC Point Grey campus and UBC Okanagan campus for purposes of this Policy;
  - Revision of the definition of "UBC Lands" to provide that this term means all real property, buildings and structures owned, leased or otherwise held by UBC **for operational purposes**; As the Proposed Policy applies to the UBC Lands, it is important to ensure that "UBC Lands" is appropriately defined. The addition of the words "for operational purposes" is intended to reflect that Land Use Rules, Plans, and Guidelines apply to those lands and buildings which are used for UBC's operations but would not apply to all property owned by UBC. For example, such rules, plans, and guidelines should not apply to a house that is gifted to UBC in a will;
  - Removal of the examples of Plans and Guidelines from section 3.1 of the Proposed Policy to remove redundancy given that the chart in section 9.1 of the Proposed Policy already includes numerous examples of Plans and Guidelines;

- Inclusion of a defined term: “Neighbourhood Areas” for the purpose of setting out which Land Use Rules, Plans, and Guidelines apply only to the neighbourhood areas; “Neighbourhood Areas” means the UBC Lands that are designated for non-institutional use in accordance with section 2.5 of the Procedures of the Proposed Policy. The current areas designated for non-institutional use are: Chancellor Place, Hawthorn Place/Mid Campus, Hampton Place, Wesbrook Place, East Campus, North Campus, and University Boulevard; and
- Addition of a column to the chart in section 9.1 of the Proposed Policy to provide the areas in which each Land Use Rule, Plan, and Guideline that is listed in the chart applies; The areas used are as follows: UBC Point Grey campus, UBC Okanagan campus, Neighbourhood Areas, specific Neighbourhood Areas (where the document does not apply in all Neighbourhood Areas), and UBC Lands.

<b>BENEFITS</b> Learning, Research, Financial, Sustainability & Reputational	The areas of land use and sustainability are strongly connected and the inclusion of sustainability considerations into the Proposed Policy further bolsters UBC’s commitment to sustainability while integrating land use, sustainable development, and sustainable operations in a cohesive policy. Additionally, the repeal of Policy #5 supports UBC’s goal of streamlining the number of Board policies to improve the Board’s ability to maintain the relevancy of Board policies and to facilitate compliance and consistency across UBC constituents. The additional proposed amendments to Current Policy #92 will further strengthen the systems for managing land use and other activities, including business licensing and sustainability initiatives, on UBC’s campuses.
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<b>RISKS</b> Financial, Operational & Reputational	There are no associated risks with the amendments as set out in the Proposed Policy and the repeal of Policy #5.
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<b>CONSULTATION</b> Relevant Units, Internal & External Constituencies	<p>The Policy Review Committee comprises the following members, who have relevant knowledge and experience in the areas of land use, development, and sustainable operations, to consider and advise on the review of Current Policy #92 and the repeal of Policy #5:</p> <ul style="list-style-type: none"> <li>• Hubert Lai, Q.C., University Counsel (Chair)</li> <li>• Lorena Vlad, Legal Counsel (Secretary)</li> <li>• Michael White, Associate Vice-President, Campus &amp; Community Planning</li> <li>• John Metras, Associate Vice-President, Facilities</li> <li>• John Madden, Director, Sustainability and Engineering, Campus &amp; Community Planning</li> <li>• Grant Miller, Director of Planning: Development Services, Campus &amp; Community Planning</li> <li>• Peter Smailes, Vice-President, Finance and Operations</li> </ul>
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The members of the Policy Review Committee unanimously recommend approval of the Proposed Policy and the repeal of Policy #5.

The Proposed Policy was published on the website of the Office of the University Counsel under a call for comments on December 7, 2018 with the comment period being open until February 1, 2019. The Office of the University Counsel provided notice of the call for comments on December 7, 2018 and a reminder on January 17, 2019 to the recipients that

have registered to receive news updates from the Office of the University Counsel. The call for comments was also published in two editions of UBC Today (one on January 8, 2019 and the second on January 22, 2019). Four comments were received during the community consultation process. The Policy Review Committee reviewed and discussed the feedback received, and the attached Community Consultation Summary sets out a summary of the comments and the responses of the Policy Review Committee.

**Previous Report Date** November 5, 2018

**Decision** The University Counsel presented this policy proposal to the Property Committee for information and input, following which community consultation was to be undertaken.

**Action / Follow Up** The policy proposal was to be published for community consultation. Following community consultation, the University Counsel would bring forward the final policy proposal to the Board for approval at the Board's April 2019 meeting.

 <p><b>The University of British Columbia Board of Governors</b></p>	<p><b>Policy No.:</b></p> <p style="text-align: center;"><b>92</b></p>	<p><b>Approval Date:</b> October 2009</p> <p><b>Last Revised Date:</b> April 2019</p>
	<p><b>Responsible Executive:</b> Vice-President, External Relations</p>	
<p><b>Title:</b></p> <p style="text-align: center;"><b>Land Use, Permitting and Sustainability</b></p>		
<p><b>Background &amp; Purposes:</b></p> <p>Under the <i>University Act</i>, the Board of Governors is vested with the power to: (a) manage, administer and control the property, revenue, business and affairs of UBC; (b) make rules respecting the management, government and control of UBC’s real property, buildings and structures; (c) regulate, prohibit and impose requirements in relation to the use of real property, buildings, structures; and (d) generally make rules consistent with the powers conferred on the Board of Governors by the <i>University Act</i>.</p> <p>With respect to the UBC Point Grey campus, the applicable Minister has adopted a land use plan (the “<b>Land Use Plan</b>”) pursuant to Part 10 of the <i>Municipalities Enabling and Validating Act (No. 3)</i> [SBC 2001] Ch. 44 (“<b>MEVA</b>”). For so long as the Land Use Plan is in effect, the Board of Governors must ensure that all:</p> <ul style="list-style-type: none"> <li>(a) agreements entered into by UBC,</li> <li>(b) rules, resolutions or similar authorities issued or adopted by the Board of Governors,</li> <li>(c) permits, licences or similar authorities issued or adopted by UBC under an authority referred to in paragraph (b), and</li> <li>(d) land development undertaken or authorized by the Board of Governors,</li> </ul> <p>are not inconsistent with the Land Use Plan.</p> <p>UBC has well-developed systems for land use regulation. In accordance with MEVA, the Land Use Plan applies to the UBC Point Grey campus. At the UBC Okanagan campus, the City of Kelowna has jurisdiction over land use governance and UBC and the City have developed a collaborative working relationship on land use and planning issues.</p> <p>UBC has also entered into various Memoranda of Understanding (“<b>MOUs</b>”) with the City of Vancouver, the City of Kelowna, and other parties that set out various principles and expectations regarding the steps to be pursued by the parties to reach the common goals of sustainability, energy conservation, and efficient infrastructure development in order to create and maintain a livable, prosperous and sustainable community.</p> <p>As a result of UBC’s campus development initiatives, UBC has come to be recognized as a leader in sustainability and both of its campuses are recognized as living laboratories for sustainability initiatives.</p>		

Further, as part of UBC's strategic plan, *Shaping UBC's Next Century*, its responsibility as an educational and research institution, and as a signatory to the Halifax Declaration and the Talloires Declaration by the University Presidents for a Sustainable Future, UBC desires, within applicable means, to (i) invest in and develop environmentally and socially responsible campus communities that are economically viable and reflect the value of the members of such communities; (ii) ensure integration of ecological, economic and social considerations at all levels of strategic planning and operations within UBC; and (iii) work toward a sustainable future in cooperation with bodies such as Metro Vancouver and the City of Vancouver.

UBC is committed to the integration of its operational and academic efforts in sustainability, including the continued fostering of the UBC campuses as living laboratories that support new and interdisciplinary research initiatives and that provide opportunities to utilize the planning, design, construction, and operation of UBC Lands for research and learning. UBC's Sustainability Initiative ("USI"), which was established in 2010, will continue to work across the academy and operations to support this integration and UBC's sustainability efforts. USI works with CCP and Facilities to foster partnerships and collaborations that extend beyond traditional boundaries of disciplines, sectors and geographies to address the critical issues of our time. This Policy confirms: (a) UBC's existing systems for land use regulation; (b) how the Board of Governors manages, administers and controls UBC's property and makes rules respecting the management, government and control of the UBC's real property, buildings and structures; and (c) how UBC works with local governments on land use and planning issues.

For the purposes of this Policy and the Procedures to this Policy (the "**Procedures**"), the UBC Point Grey campus and the UBC Okanagan campus are as outlined in the maps included in the Procedures.

## 1. **External Governance Requirements**

1.1. For the purposes of this Policy and the Procedures, "**External Governance Requirements**" means any legally enforceable requirement established by federal, provincial, or local government relating to UBC real property, buildings, or structures, including with respect to the development, use, or occupation by UBC or other persons of such UBC real property, buildings or structures. For greater certainty, External Governance Requirements include, but are not limited to:

1.1.1. the Land Use Plan;

1.1.2. requirements established by the *British Columbia Building Code*;

1.1.3. requirements established by the *British Columbia Fire Code*;

1.1.4. in respect of the UBC Point Grey campus, requirements established by MEVA; and

1.1.5. in respect of the UBC Okanagan campus, requirements related to land and building use and development which are established by municipal legislation.

## 2. **Land Use Rules**

2.1. For the purposes of this Policy and the Procedures, "**Land Use Rules**" are mandatory requirements respecting the management, governing and control of real property, buildings and structures owned, leased or otherwise held by UBC for operational purposes (collectively, the "**UBC Lands**"). Without limiting the generality of the foregoing, Land Use Rules may establish mandatory requirements respecting development, sustainability, construction, lease agreements, security, use, occupancy, density, landscaping, noise, nuisance, signage, way-finding, road function and standards, fees, charges, permits, and licenses, including business licenses.

- 2.2. Land Use Rules may require the payment of fees provided that such fees have been benchmarked to comparable fees in neighbouring jurisdictions.

### 3. **Plans and Guidelines**

- 3.1. For the purposes of this Policy and the Procedures, “**Plans**” and “**Guidelines**” are recommended practices or criteria that will guide: (1) the implementation of External Governance Requirements and Land Use Rules, and (2) the exercise of decision-making authority by the LUSC (as defined in Section 5.1 of this Policy) and Campus & Community Planning (“**CCP**”). Plans are documents that have broad application to the UBC Lands or a portion thereof, are designed to help the UBC community understand UBC’s long-term objectives and goals, and may be aspirational in nature. Guidelines are documents that provide information to the UBC community about the manner in which CCP makes decisions related to the UBC Lands and may be administrative and technical in nature.
- 3.2. Plans and Guidelines must not be inconsistent with External Governance Requirements and where any inconsistency does arise, the External Governance Requirements will prevail.
- 3.3. The LUSC and CCP shall have discretion in determining the extent to which the Plans and Guidelines shall inform decision-making within their respective jurisdictions.

### 4. **General**

- 4.1. Land Use Rules, Plans and Guidelines may be created to apply to all of the UBC Lands, to the UBC Point Grey campus only, to the UBC Okanagan campus only, or to any portion of the UBC Lands. Without limiting the generality of the foregoing, Land Use Rules, Plans and Guidelines may have application only to certain areas, certain buildings, certain portions of buildings or to certain types of buildings within the UBC Lands.
- 4.2. The Neighbours Agreement 2015 (the “**Neighbours’ Agreement 2015**”) between UBC and the University Neighbourhoods Association (“**UNA**”) contemplates that the Board of Directors of UNA may recommend rules to the Board of Governors relating to noise, nuisance, parking, traffic and regulatory matters within the residential neighbourhoods of the UBC Point Grey campus for which UNA has assumed responsibility for Municipal-like Services (as defined in the Neighbours’ Agreement 2015) and that the Board of Governors may approve such rules as recommended. The implementation and enforcement of such rules shall be managed by UNA as set out in the Neighbours’ Agreement 2015, as may be amended from time to time, and, despite anything else in this Policy and the Procedures, such rules shall not be included within the definition of External Governance Requirements or Land Use Rules for the purposes of this Policy and the Procedures.
- 4.3. Notwithstanding anything in this Policy, if any aspect of a Plan falls within the jurisdiction of the Vancouver Senate, the Okanagan Senate or the Council of Senates, then the Plan must be approved by the Senate or Council of Senates, as the case may be, prior to coming into effect.
- 4.4. UBC is committed to improving performance in sustainability in all areas of operations as part of working toward accomplishing its goal of making improvements in environmental and human well-being. UBC engages with UBC community members to increase capacity and awareness through behavioural change initiatives and provides support and resources to the UBC community to ensure these goals are achieved. CCP and other operational units across UBC are committed to inculcating sustainability into decision-making affecting the UBC Lands, and CCP will incorporate this commitment in implementing the Plans and Guidelines.

## 5. Authority to Establish Land Use Rules, Plans and Guidelines

- 5.1. The Board of Governors established a Land Use Committee in October 2009 pursuant to section 27(2)(c) of the *University Act*. This Land Use Committee continues in full force and effect, but, effective April 18, 2019, its name shall be changed to the “Land Use and Operational Sustainability Committee” (herein referred to as the “LUSC”) and its membership shall be changed to the following:
  - 5.1.1. two members of the Board of Governors, as more particularly described in the Procedures;
  - 5.1.2. the Associate Vice-President, CCP;
  - 5.1.3. the Associate Vice-President, Facilities;
  - 5.1.4. the Responsible Executive; and
  - 5.1.5. at least two but not more than four external members, as more particularly described in the Procedures.
- 5.2. The LUSC is authorized, pursuant to section 27(2)(c) of the *University Act*, to recommend to the Board of Governors the adoption, amendment or repeal of Land Use Rules. Recommendations made by the LUSC to the Board of Governors will normally be made through the standard approval process of the Board of Governors, which includes presentation to the Property Committee of the Board of Governors (the “**Property Committee**”).
- 5.3. Prior to recommending to the Board of Governors the making, amending or repeal of a Land Use Rule that is intended to affect UBC Lands that are designated for non-institutional use in accordance with section 2.5 of the Procedures (the “**Neighbourhood Areas**”), the LUSC shall ensure that there has been an appropriate consultation process consistent with the Procedures to allow persons who believe their interest in property is affected a reasonable opportunity to make submissions respecting matters arising from the proposed rule, amendment or repeal, as the case may be.
- 5.4. The Associate Vice-President, CCP and the Associate Vice-President, Facilities are authorized to develop and create recommendations for Plans in consultation with the LUSC or other UBC senior administrators where appropriate, and to recommend to the Property Committee the adoption, amendment or repeal of Plans. The Property Committee will determine whether to grant approval to the adoption, amendment or repeal of a Plan.
- 5.5. The Associate Vice-President, CCP and the Associate Vice-President, Facilities are authorized to develop and create Guidelines and to adopt, amend or repeal Guidelines. The Associate Vice-President, CCP and the Associate Vice-President, Facilities shall provide an annual report to the Property Committee setting out details regarding any Guidelines that were adopted, amended or repealed in the immediately preceding year.
- 5.6. CCP will post all Plans and Guidelines that are in effect on the CCP Website (as defined in the Procedures).

## 6. Compliance with External Governance Requirements and Land Use Rules

6.1. In relation to the UBC Lands:

6.1.1. UBC's academic and administrative units and all staff employed by UBC; and

6.1.2. any person who has entered into a lease, permit, license, including, but not limited to a business license, or other property agreement with UBC,

must comply with all External Governance Requirements and Land Use Rules. Land Use Rules are in addition to and supplement any other lawful requirements that may be applicable. The existence of a Land Use Rule does not replace or excuse compliance with any other such requirements.

6.2. The LUSC is authorized to implement, administer, and enforce compliance with External Governance Requirements and Land Use Rules. The LUSC may delegate such authority to CCP. Without limiting the generality of the foregoing, the LUSC may delegate to CCP the authority to create compliance measures in connection with External Governance Requirements and Land Use Rules, including measures related to: (a) the requirement to pay a fine, penalty, or damage deposit; (b) the requirement to deliver a letter of credit, performance bond or other form of security or assurance; (c) monitoring of compliance with the External Governance Requirements and Land Use Rules; (d) continuous performance of the External Governance Requirements and Land Use Rules; and (e) enforcement of the External Governance Requirements and Land Use Rules.

6.3. The LUSC may create a process for the:

6.3.1. issuance of development permits, demolition permits, excavation and backfill permits, landscape permits, infrastructure permits and business licenses; and

6.3.2. discharge of the role of the authority having jurisdiction under the *British Columbia Building Code* for issuing permits, including without limitation building and occupancy permits.

The LUSC may delegate to CCP the administration and decision making authority necessary to fulfill the functions described in this Section 6.3.

## 7. Variance

7.1. A person who wishes to obtain a variance from the Land Use Rules (the "**Applicant**") must make the variance request in writing to the relevant Director within CCP (each, a "**Director**").

7.2. Each Director is authorized to establish the procedures to consider applications for variances from the Land Use Rules, including determining the form, the manner and the timelines of such applications, and to issue decisions regarding all such applications. The Director, in his or her sole discretion, may consult other UBC bodies (for example, the LUSC or the UBC Vancouver Development Permit Board) regarding an application for a variance, but is not bound to follow their advice.

8. **Appeals**

- 8.1. The Associate Vice-President, CCP is authorized to hear appeals of decisions made by a Director with respect to applications for permits, licenses, or variances. The decision of the Associate Vice-President, CCP shall be final.
- 8.2. The Associate Vice-President, CCP is authorized to establish the procedures for such appeals, including determining the form, manner, and timelines of such appeals.
- 8.3. A person who wishes to appeal any decision made by a Director may only do so in accordance with the procedures established by the Associate Vice-President, CCP.

9. **Transition**

- 9.1. Effective as of April 18, 2019, the designations listed below are approved by the Board of Governors.

	<b>DOCUMENT</b>	<b>DESIGNATION (LAND USE RULES, PLANS OR GUIDELINES)</b>	<b>AREAS TO WHICH LAND USE RULES, PLANS, OR GUIDELINES APPLY</b>
1	UBC Development & Building Regulations	Land Use Rule	UBC Point Grey campus
2	UBC Development Handbook	Land Use Rule	Neighbourhood Areas
3	UBC Residential Environmental Assessment Program (REAP)	Land Use Rule	Neighbourhood Areas
4	UBC Vancouver Business License Regulation for UBC Neighborhoods	Land Use Rule	Neighbourhood Areas
5	Shaping UBC's Next Century	Plan	UBC Lands
6	The UBC Vancouver Campus Plan	Plan	UBC Point Grey campus
7	Okanagan Charter	Plan	UBC Lands
8	Chancellor Place Neighbourhood Plan	Plan	Chancellor Place Neighbourhood Area
9	East Campus Neighbourhood Plan	Plan	East Campus Neighbourhood Area
10	Mid Campus (Hawthorn Place) Neighbourhood Plan	Plan	Mid Campus (Hawthorn Place) Neighbourhood Area
11	Wesbrook Place Neighbourhood Plan	Plan	Wesbrook Place Neighbourhood Area
12	UBC Recreation and Athletics Facilities Strategy (Gameplan)	Plan	UBC Point Grey campus
13	UBC Green Building Action Plan	Plan	UBC Point Grey campus
14	A Sustainable Drainage Strategy for the South Campus Neighbourhood	Plan	Wesbrook Place Neighbourhood Area
15	Vancouver Campus Integrated Stormwater Management Plan	Plan	UBC Point Grey campus
16	North Campus Neighbourhood Plan	Plan	North Campus Neighbourhood Area

	<b>DOCUMENT</b>	<b>DESIGNATION (LAND USE RULES, PLANS OR GUIDELINES)</b>	<b>AREAS TO WHICH LAND USE RULES, PLANS, OR GUIDELINES APPLY</b>
17	The University Boulevard Neighbourhood Plan	Plan	University Boulevard Neighbourhood Area
18	UBC Child Care Expansion Plan (Point Grey Campus)	Plan	UBC Point Grey campus
19	UBC Public Realm Plan for the Vancouver Campus	Plan	UBC Point Grey campus (excluding the Neighbourhood Areas)
20	UBC Transportation Plan (Vancouver Campus)	Plan	UBC Point Grey campus
21	Climate Action Plan	Plan	UBC Point Grey campus (excluding the Neighbourhood Areas)
22	UBC Community Energy and Emissions Plan	Plan	Neighbourhood Areas
23	Zero Waste Action Plan	Plan	UBC Point Grey campus
24	UBC's Vancouver Campus Public Art Strategy	Plan	UBC Point Grey campus
26	UBC Okanagan Aspire: Envisioning Our Future	Plan	UBC Okanagan campus
27	UBC Okanagan Campus Plan	Plan	UBC Okanagan campus
28	UBC Okanagan Whole Systems Infrastructure Plan	Plan	UBC Okanagan campus
29	UBC Okanagan Integrated Rainwater Management Plan	Plan	UBC Okanagan campus
30	UBC Okanagan Innovation Precinct Structure Plan	Plan	UBC Okanagan campus
31	UBC Okanagan Wildland Fire Management Plan	Plan	UBC Okanagan campus
32	Wesbrook Place Neighbourhood Plan Design Vision Supplement	Guidelines	Wesbrook Place Neighbourhood Area
33	UBC District Energy Compatibility Guide	Guidelines	Neighbourhood Areas
34	UBC Technical Guidelines	Guidelines	UBC Point Grey campus (excluding the Neighbourhood Areas), UBC Okanagan campus
35	Engagement Principles and Guiding Practices	Guidelines	UBC Lands
36	University Boulevard Design Guidelines	Guidelines	UBC Point Grey campus
37	Bird Friendly Design Guidelines for Buildings	Guidelines	UBC Point Grey campus, UBC Okanagan campus
38	UBC Exterior Wayfinding Signage Standards & Guidelines	Guidelines	UBC Point Grey campus, UBC Okanagan campus
39	UBC Okanagan Design Guidelines	Guidelines	UBC Okanagan campus

## **PROCEDURES**

**Approved: October 2009**

**Revised: April 2019**

*Pursuant to Policy #1: Administration of Policies, "Procedures may be amended by the President, provided the new procedures conform to the approved policy. Such amendments are reported at the next meeting of the Board of Governors." Note: the most recent procedures may be reviewed at <http://universitycounsel.ubc.ca/policies/index/>.*

*Capitalized terms used in these Procedures which are not otherwise defined herein shall have the meanings given to such terms in the accompanying Policy, being Policy #92 Land Use, Permitting and Sustainability (the "Policy").*

### **1. Land Use and Operational Sustainability Committee**

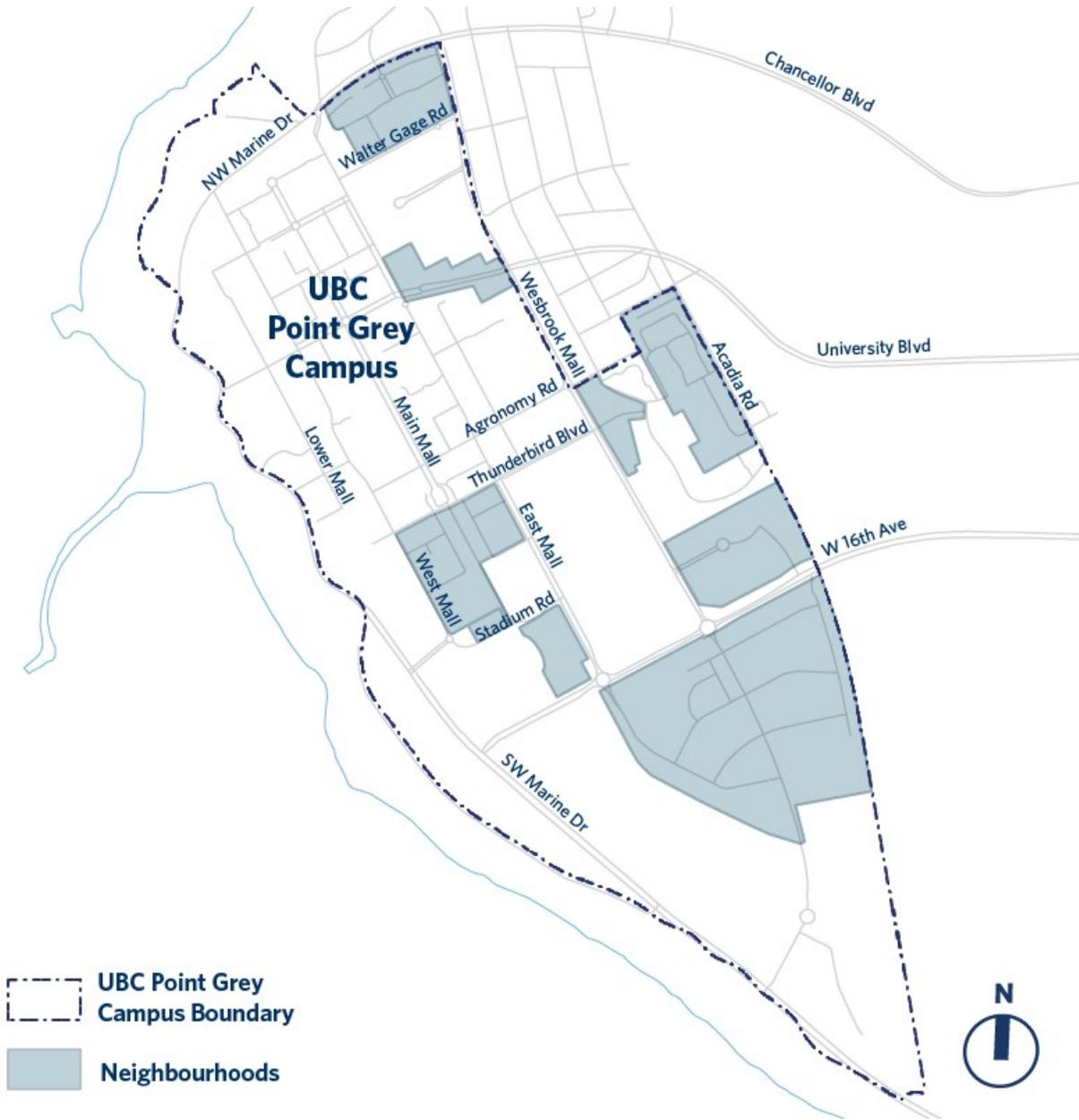
- 1.1. The two members of the Board of Governors who shall serve on the LUSC will be the following:
  - 1.1.1. the chair of the Property Committee (the "LUSC Chair"); and
  - 1.1.2. a member of the Board of Governors as selected by the LUSC Chair from time to time.
- 1.2. The LUSC Chair shall determine the number and, subject to Section 1.3 of these Procedures, the identity of the external members of the LUSC, provided that, at any given time, there must be at least two but not more than four external members.
- 1.3. Any person who is a student of UBC, an employee of UBC, or a member of the Board of Governors, the Council of Senates, the UBC Okanagan Senate, or the UBC Vancouver Senate is disqualified from serving as an external member of the LUSC so long as that person has such status.
- 1.4. Meetings of the LUSC will normally be conducted in an open session (open to the public). However, certain matters are of a nature that requires they be handled with due and appropriate sensitivity and may need to be discussed in closed session (not open to the public). The LUSC Chair may, at the LUSC Chair's discretion, designate that certain matters be dealt with in closed session.

### **2. Development of Land Use Rules, Plans and Guidelines**

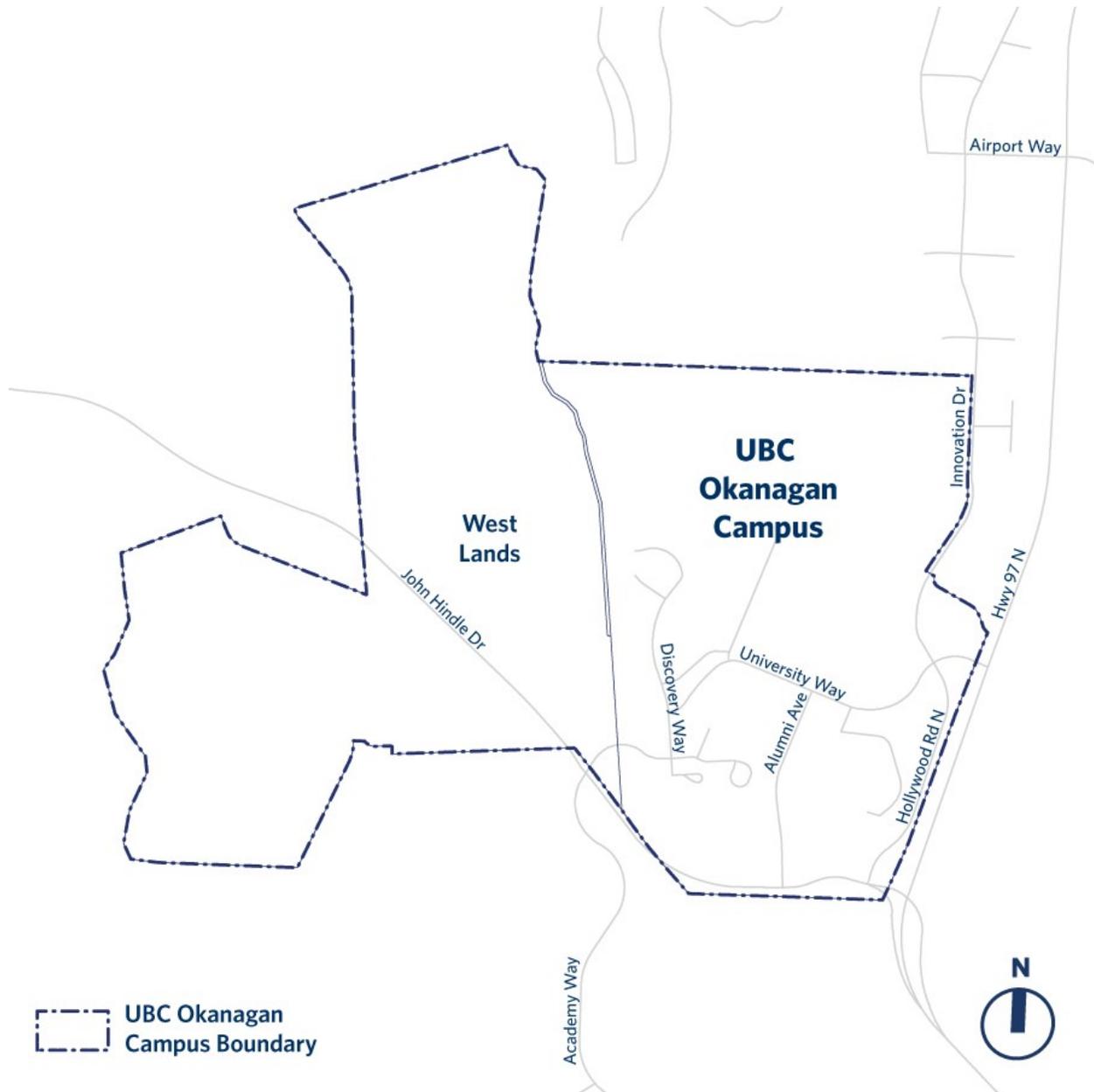
- 2.1. For the purposes of the Policy and these Procedures, the CCP's main website is [www.planning.ubc.ca](http://www.planning.ubc.ca) (the "CCP Website").
- 2.2. CCP will have the primary responsibility, on behalf of UBC, to liaise with local governments and other government authorities and third parties regarding issues relating to land use, planning and sustainability.
- 2.3. Every person, including every member of the UBC community, or such person's representative body, who wishes to request the making, amendment or repeal of a Land Use Rule, Plan or Guideline must address the request to the LUSC by delivering a written application to CCP.
- 2.4. CCP, on behalf of the LUSC, will consult with other units of UBC, senior administrators, or the Board of Governors, as appropriate, if the LUSC considers that the implementation, repeal or modification of a Land Use Rule or Plan would have a material impact on operations outside of CCP or would raise issues that are sensitive or of a precedent-setting nature to UBC.

- 2.5. For the purposes of Section 5.3 of the Policy, the following Neighbourhood Areas are designated for non-institutional use:
  - 2.5.1. the local neighbourhood known as Chancellor Place;
  - 2.5.2. the local neighbourhood known as Hawthorn Place/Mid Campus;
  - 2.5.3. the local neighbourhood known as Hampton Place;
  - 2.5.4. the local neighbourhood known as Wesbrook Place;
  - 2.5.5. the local neighbourhood known as East Campus;
  - 2.5.6. the local neighbourhood known as North Campus; and
  - 2.5.7. the local neighbourhood known as University Boulevard.
- 2.6. When the LUSC undertakes the consultation that is required by Section 5.3 of the Policy, the following process will apply:
  - 2.6.1. CCP, on behalf of the LUSC, will publish notice of the proposal to make, amend, or repeal the Land Use Rule (the “**Proposed Amendment**”) on the CCP Website, together with reasonable particulars and the place (either physical or on the CCP Website) where, and the times and dates when, copies of the Proposed Amendment may be inspected;
  - 2.6.2. CCP, on behalf of the LUSC, will provide the public with at least 30 days to submit written comments concerning the Proposed Amendment;
  - 2.6.3. CCP, on behalf of the LUSC, will consult with the President’s Property and Planning Advisory Committee for UBC Vancouver, and the Deputy Vice Chancellor’s Committees for UBC Okanagan when CCP considers the Proposed Amendment to be a material addition to or amendment or repeal of the Land Use Rules;
  - 2.6.4. CCP will report to the LUSC, which will then make recommendations about the Proposed Amendment in writing to the Board of Governors and shall include a summary of the rationale for the Proposed Amendment and any material feedback from the consultation that is carried out pursuant to Section 5.3 of the Policy; and
  - 2.6.5. the Proposed Amendment will have force and effect on the date that the Proposed Amendment is approved by the Board of Governors or on such other date as the Board of Governors may specify.

**Map of UBC Point Grey campus:**



**Map of UBC Okanagan campus:**



 <p><b>The University of British Columbia Board of Governors</b></p>	<p><b>Policy No.:</b></p> <p style="text-align: center;"><b>92</b></p>	<p><b>Approval Date:</b> October 2009</p> <p><b>Last Revised Date:</b> <del>✗</del> <a href="#">April 2019</a></p>
	<p><b>Responsible Executive:</b> Vice-President, External Relations</p>	
<p><b>Title:</b></p> <p style="text-align: center;"><b>Land Use, Permitting and Sustainability</b></p>		
<p><b>Background &amp; Purposes:</b></p> <p>Under the <i>University Act</i>, the Board of Governors is vested with the power to: (a) manage, administer and control the property, revenue, business and affairs of UBC; (b) make rules respecting the management, government and control of UBC’s real property, buildings and structures; (c) regulate, prohibit and impose requirements in relation to the use of real property, buildings, structures; and (d) generally make rules consistent with the powers conferred on the Board of Governors by the <i>University Act</i>.</p> <p>With respect to the UBC <del>Vancouver</del><a href="#">Point Grey</a> campus, the applicable Minister has adopted a land use plan (the “<b>Land Use Plan</b>”) pursuant to Part 10 of the <i>Municipalities Enabling and Validating Act (No. 3)</i> [SBC 2001] Ch. 44 (“<b>MEVA</b>”). For so long as the Land Use Plan is in effect, the Board of Governors must ensure that all:</p> <ul style="list-style-type: none"> <li>(a) agreements entered into by UBC,</li> <li>(b) rules, resolutions or similar authorities issued or adopted by the Board of Governors,</li> <li>(c) permits, licences or similar authorities issued or adopted by UBC under an authority referred to in paragraph (b), and</li> <li>(d) land development undertaken or authorized by the Board of Governors,</li> </ul> <p>are not inconsistent with the Land Use Plan.</p> <p>UBC has well-developed systems for land use regulation. In accordance with MEVA, the Land Use Plan applies to the UBC <del>Vancouver</del><a href="#">Point Grey</a> campus. At the UBC Okanagan campus, the City of Kelowna has jurisdiction over land use governance and UBC and the City have developed a collaborative working relationship on land use and planning issues.</p> <p>UBC has also entered into various Memoranda of Understanding (“<b>MOUs</b>”) with the City of Vancouver, the City of Kelowna, and other parties that set out various principles and expectations regarding the steps to be pursued by the parties to reach the common goals of sustainability, energy conservation, and efficient infrastructure development in order to create and maintain a livable, prosperous and sustainable community.</p> <p>As a result of UBC’s campus development initiatives, UBC has come to be recognized as a leader in sustainability and both of its campuses are recognized as living laboratories for sustainability initiatives.</p> <p>Further, as part of UBC’s strategic plan, <i>Shaping UBC’s Next Century</i>, its responsibility as an educational and research institution, and as a signatory to the Halifax Declaration and the Talloires Declaration by the University Presidents for a Sustainable Future, UBC desires, within applicable means,</p>		

to (i) invest in and develop environmentally and socially responsible campus communities that are economically viable and reflect the value of the members of such communities; (ii) ensure integration of ecological, economic and social considerations at all levels of strategic planning and operations within UBC; and (iii) work toward a sustainable future in cooperation with bodies such as Metro Vancouver and the City of Vancouver.

UBC is committed to the integration of its operational and academic efforts in sustainability, including the continued fostering of the UBC campuses as living laboratories that support new and interdisciplinary research initiatives and that provide opportunities to utilize the planning, design, construction, and operation of UBC Lands for research and learning. UBC's Sustainability Initiative ("USI"), which was established in 2010, will continue to work across the academy and operations to support this integration and UBC's sustainability efforts. USI works with CCP and Facilities to foster partnerships and collaborations that extend beyond traditional boundaries of disciplines, sectors and geographies to address the critical issues of our time. This Policy confirms: (a) UBC's existing systems for land use regulation; (b) how the Board of Governors manages, administers and controls UBC's property and makes rules respecting the management, government and control of the UBC's real property, buildings and structures; and (c) how UBC works with local governments on land use and planning issues.

For the purposes of this Policy and the Procedures to this Policy (the "Procedures"), the UBC Point Grey campus and the UBC Okanagan campus are as outlined in the maps included in the Procedures.

## 1. **External Governance Requirements**

1.1. For the purposes of this Policy and the Procedures ~~to this Policy (the "Procedures")~~, "**External Governance Requirements**" means any legally enforceable requirement established by federal, provincial, or local government relating to UBC real property, buildings, or structures, including with respect to the development, use, or occupation by UBC or other persons of such UBC real property, buildings or structures. For greater certainty, External Governance Requirements include, but are not limited to:

1.1.1. the Land Use Plan;

1.1.2. requirements established by the *British Columbia Building Code*;

1.1.3. requirements established by the *British Columbia Fire Code*;

1.1.4. in respect of the UBC ~~Vancouver~~Point Grey campus, requirements established by MEVA; and

1.1.5. in respect of the UBC Okanagan campus, requirements related to land and building use and development which are established by municipal legislation.

## 2. **Land Use Rules**

2.1. For the purposes of this Policy and the Procedures, "**Land Use Rules**" are mandatory requirements respecting the management, governing and control of real property, buildings and structures owned, leased or otherwise held by UBC for operational purposes (collectively, the "**UBC Lands**"). Without limiting the generality of the foregoing, Land Use Rules may establish mandatory requirements respecting development, sustainability, construction, lease agreements, security, use, occupancy, density, landscaping, noise, nuisance, signage, way-finding, road function and standards, fees, charges, permits, and licenses, including business licenses.

2.2. Land Use Rules may require the payment of fees provided that such fees have been benchmarked to comparable fees in neighbouring jurisdictions.

### 3. **Plans and Guidelines**

- 3.1. For the purposes of this Policy and the Procedures, “**Plans**” and “**Guidelines**” are recommended practices or criteria that will guide: (1) the implementation of External Governance Requirements and Land Use Rules, and (2) the exercise of decision-making authority by the LUSC (as defined in Section 5.1 of this Policy) and Campus & Community Planning (“**CCP**”). Plans are documents that have broad application to the UBC Lands or a portion thereof, are designed to help the UBC community understand UBC’s long-term objectives and goals, and may be aspirational in nature. ~~By way of example, Plans may include documents such as neighbourhood plans or the “UBC Green Building Action Plan”.~~ Guidelines are documents that provide information to the UBC community about the manner in which CCP makes decisions related to the UBC Lands and may be administrative and technical in nature. ~~By way of example, Guidelines may include documents such as the “C+CP Engagement Principles”, the “UBC Technical Guidelines” and the “Traffic Management Guidelines for UBC.”~~
- 3.2. Plans and Guidelines must not be inconsistent with External Governance Requirements and where any inconsistency does arise, the External Governance Requirements will prevail.
- 3.3. The LUSC and CCP shall have discretion in determining the extent to which the Plans and Guidelines shall inform decision-making within their respective jurisdictions.

### 4. **General**

- 4.1. Land Use Rules, Plans and Guidelines may be created to apply to all of the UBC Lands, to the UBC ~~Vancouver~~[Point Grey](#) campus only, to the UBC Okanagan campus only, or to any portion of the UBC Lands. Without limiting the generality of the foregoing, Land Use Rules, Plans and Guidelines may have application only to certain areas, certain buildings, certain portions of buildings or to certain types of buildings within the UBC Lands.
- 4.2. The Neighbours Agreement 2015 (the “**Neighbours’ Agreement 2015**”) between UBC and the University Neighbourhoods Association (“**UNA**”) contemplates that the Board of Directors of UNA may recommend rules to the Board of Governors relating to noise, nuisance, parking, traffic and regulatory matters within the residential neighbourhoods of the [UBC Point Grey](#) ~~portion of the UBC Vancouver~~ campus for which UNA has assumed responsibility for Municipal-like Services (as defined in the Neighbours’ Agreement 2015) and that the Board of Governors may approve such rules as recommended. The implementation and enforcement of such rules shall be managed by UNA as set out in the Neighbours’ Agreement 2015, as may be amended from time to time, and, despite anything else in this Policy and the Procedures, such rules shall not be included within the definition of External Governance Requirements or Land Use Rules for the purposes of this Policy and the Procedures.
- 4.3. Notwithstanding anything in this Policy, if any aspect of a Plan falls within the jurisdiction of the Vancouver Senate, the Okanagan Senate or the Council of Senates, then the Plan must be approved by the Senate or Council of Senates, as the case may be, prior to coming into effect.
- 4.4. UBC is committed to improving performance in sustainability in all areas of operations as part of working toward accomplishing its goal of making improvements in environmental and human well-being. UBC engages with UBC community members to increase capacity and awareness through behavioural change initiatives and provides support and resources to the UBC community to ensure these goals are achieved. CCP and other operational units across UBC are committed to inculcating sustainability into decision-making affecting the UBC Lands, and CCP will incorporate this commitment in implementing the Plans and Guidelines.

## 5. Authority to Establish Land Use Rules, Plans and Guidelines

- 5.1. The Board of Governors established a Land Use Committee in October 2009 pursuant to section 27(2)(c) of the *University Act*. This Land Use Committee continues in full force and effect, but, effective April 18, 2019, its name shall be changed to the “Land Use and Operational Sustainability Committee” (herein referred to as the “LUSC”) and its membership shall be changed to the following:
  - 5.1.1. two members of the Board of Governors, as more particularly described in the Procedures;
  - 5.1.2. the Associate Vice-President, CCP;
  - 5.1.3. the Associate Vice-President, Facilities;
  - ~~5.1.4.~~5.1.4. the Responsible Executive; and
  - 5.1.5. at least two but not more than four external members, as more particularly described in the Procedures.
- 5.2. The LUSC is authorized, pursuant to section 27(2)(c) of the *University Act*, to recommend to the Board of Governors the adoption, amendment or repeal of Land Use Rules. Recommendations made by the LUSC to the Board of Governors will normally be made through the standard approval process of the Board of Governors, which includes presentation to the Property Committee of the Board of Governors (the “**Property Committee**”).
- 5.3. Prior to recommending to the Board of Governors the making, amending or repeal of a Land Use Rule that is intended to affect UBC Lands that are designated for non-institutional use in accordance with section 2.5 of the Procedures (the “Neighbourhood Areas”), the LUSC shall ensure that there has been an appropriate consultation process consistent with the Procedures to allow persons who believe their interest in property is affected a reasonable opportunity to make submissions respecting matters arising from the proposed rule, amendment or repeal, as the case may be.
- 5.4. The Associate Vice-President, CCP and the Associate Vice-President, Facilities are authorized to develop and create recommendations for Plans in consultation with the LUSC or other UBC senior administrators where appropriate, and to recommend to the Property Committee the adoption, amendment or repeal of Plans. The Property Committee will determine whether to grant approval to the adoption, amendment or repeal of a Plan.
- 5.5. The Associate Vice-President, CCP and the Associate Vice-President, Facilities are authorized to develop and create Guidelines and to adopt, amend or repeal Guidelines. The Associate Vice-President, CCP and the Associate Vice-President, Facilities shall provide an annual report to the Property Committee setting out details regarding any Guidelines that were adopted, amended or repealed in the immediately preceding year.
- 5.6. CCP will post all Plans and Guidelines that are in effect on the CCP Website (as defined in the Procedures).

## 6. Compliance with External Governance Requirements and Land Use Rules

6.1. In relation to the UBC Lands:

6.1.1. UBC's academic and administrative units and all staff employed by UBC; and

6.1.2. any person who has entered into a lease, permit, license, including, but not limited to a business license, or other property agreement with UBC,

must comply with all External Governance Requirements and Land Use Rules. Land Use Rules are in addition to and supplement any other lawful requirements that may be applicable. The existence of a Land Use Rule does not replace or excuse compliance with any other such requirements.

6.2. The LUSC is authorized to implement, administer, and enforce compliance with External Governance Requirements and Land Use Rules. The LUSC may delegate such authority to CCP. Without limiting the generality of the foregoing, the LUSC may delegate to CCP the authority to create compliance measures in connection with External Governance Requirements and Land Use Rules, including measures related to: (a) the requirement to pay a fine, penalty, or damage deposit; (b) the requirement to deliver a letter of credit, performance bond or other form of security or assurance; (c) monitoring of compliance with the External Governance Requirements and Land Use Rules; (d) continuous performance of the External Governance Requirements and Land Use Rules; and (e) enforcement of the External Governance Requirements and Land Use Rules.

6.3. The LUSC may create a process for the:

6.3.1. issuance of development permits, demolition permits, excavation and backfill permits, landscape permits, infrastructure permits and business licenses; and

6.3.2. discharge of the role of the authority having jurisdiction under the *British Columbia Building Code* for issuing permits, including without limitation building and occupancy permits.

The LUSC may delegate to CCP the administration and decision making authority necessary to fulfill the functions described in this Section 6.3.

## 7. Variance

7.1. A person who wishes to obtain a variance from the Land Use Rules (the "**Applicant**") must make the variance request in writing to the relevant Director within CCP (each, a "**Director**").

7.2. Each Director is authorized to establish the procedures to consider applications for variances from the Land Use Rules, including determining the form, the manner and the timelines of such applications, and to issue decisions regarding all such applications. The Director, in his or her sole discretion, may consult other UBC bodies (for example, the LUSC or the UBC Vancouver Development Permit Board) regarding an application for a variance, but is not bound to follow their advice.

8. **Appeals**

- 8.1. The Associate Vice-President, CCP is authorized to hear appeals of decisions made by a Director with respect to applications for permits, licenses, or variances. The decision of the Associate Vice-President, CCP shall be final.
- 8.2. The Associate Vice-President, CCP is authorized to establish the procedures for such appeals, including determining the form, manner, and timelines of such appeals.
- 8.3. A person who wishes to appeal any decision made by a Director may only do so in accordance with the procedures established by the Associate Vice-President, CCP.

9. **Transition**

- 9.1. Effective as of April 18, 2019, the designations listed below are approved by the Board of Governors ~~and the documents listed below have the effect given to their respective designations in accordance with this Policy.~~

	DOCUMENT	DESIGNATION (LAND USE RULES, PLANS OR GUIDELINES)	<u>AREAS TO WHICH LAND USE RULES, PLANS, OR GUIDELINES APPLY</u>
1	UBC Development & Building Regulations	Land Use Rule	<a href="#">UBC Point Grey campus</a>
2	UBC Development Handbook	Land Use Rule	<a href="#">Neighbourhood Areas</a>
3	UBC Residential Environmental Assessment Program (REAP)	Land Use Rule	<a href="#">Neighbourhood Areas</a>
4	UBC Vancouver Business License Regulation for UBC Neighborhoods	Land Use Rule	<a href="#">Neighbourhood Areas</a>
5	Shaping UBC's Next Century	Plan	<a href="#">UBC Lands</a>
6	The UBC Vancouver Campus Plan	Plan	<a href="#">UBC Point Grey campus</a>
7	Okanagan Charter	Plan	<a href="#">UBC Lands</a>
8	Chancellor Place Neighbourhood Plan	Plan	<a href="#">Chancellor Place Neighbourhood Area</a>
9	East Campus Neighbourhood Plan	Plan	<a href="#">East Campus Neighbourhood Area</a>
10	Mid Campus (Hawthorn Place) Neighbourhood Plan	Plan	<a href="#">Mid Campus (Hawthorn Place) Neighbourhood Area</a>
11	Wesbrook Place Neighbourhood Plan	Plan	<a href="#">Wesbrook Place Neighbourhood Area</a>
12	UBC Recreation and Athletics Facilities Strategy (Gameplan)	Plan	<a href="#">UBC Point Grey campus</a>
13	UBC Green Building Action Plan	Plan	<a href="#">UBC Point Grey campus</a>
14	A Sustainable Drainage Strategy for the South Campus Neighbourhood	Plan	<a href="#">Wesbrook Place Neighbourhood Area</a>
15	Vancouver Campus Integrated Stormwater Management Plan	Plan	<a href="#">UBC Point Grey campus</a>
16	North Campus Neighbourhood Plan	Plan	<a href="#">North Campus Neighbourhood Area</a>

	DOCUMENT	DESIGNATION (LAND USE RULES, PLANS OR GUIDELINES)	<u>AREAS TO WHICH LAND USE RULES, PLANS, OR GUIDELINES APPLY</u>
17	The University Boulevard Neighbourhood Plan	Plan	<u>University Boulevard Neighbourhood Area</u>
18	UBC Child Care Expansion Plan (Point Grey Campus)	Plan	<u>UBC Point Grey campus</u>
19	UBC Public Realm Plan for the Vancouver Campus	Plan	<u>UBC Point Grey campus (excluding the Neighbourhood Areas)</u>
<del>20</del>	<del>UBC Housing Action Plan</del>		<del>Plan</del>
<del>21</del> <u>20</u>	UBC Transportation Plan (Vancouver Campus)	Plan	<u>UBC Point Grey campus</u>
<del>22</del> <u>21</u>	Climate Action Plan	Plan	<u>UBC Point Grey campus (excluding the Neighbourhood Areas)</u>
<del>23</del> <u>22</u>	UBC Community Energy and Emissions Plan	Plan	<u>Neighbourhood Areas</u>
<del>24</del> <u>23</u>	Zero Waste Action Plan	Plan	<u>UBC Point Grey campus</u>
<del>25</del> <u>24</u>	UBC's Vancouver Campus Public Art Strategy	Plan	<u>UBC Point Grey campus</u>
<u>26</u>	<u>UBC Okanagan Aspire: Envisioning Our Future</u>	<u>Plan</u>	<u>UBC Okanagan campus</u>
<u>27</u>	<u>UBC Okanagan Campus Plan</u>	<u>Plan</u>	<u>UBC Okanagan campus</u>
<u>28</u>	<u>UBC Okanagan Whole Systems Infrastructure Plan</u>	<u>Plan</u>	<u>UBC Okanagan campus</u>
<u>29</u>	<u>UBC Okanagan Integrated Rainwater Management Plan</u>	<u>Plan</u>	<u>UBC Okanagan campus</u>
<u>30</u>	<u>UBC Okanagan Innovation Precinct Structure Plan</u>	<u>Plan</u>	<u>UBC Okanagan campus</u>
<u>31</u>	<u>UBC Okanagan Wildland Fire Management Plan</u>	<u>Plan</u>	<u>UBC Okanagan campus</u>
<del>26</del> <u>32</u>	Wesbrook Place Neighbourhood Plan Design Vision Supplement	Guidelines	<u>Wesbrook Place Neighbourhood Area</u>
<del>27</del> <u>33</u>	UBC District Energy Compatibility Guide	Guidelines	<u>Neighbourhood Areas</u>
<del>28</del> <u>34</u>	UBC Technical Guidelines	Guidelines	<u>UBC Point Grey campus (excluding the Neighbourhood Areas), UBC Okanagan campus</u>
<del>29</del> <u>35</u>	Engagement Principles and Guiding Practices	Guidelines	<u>UBC Lands</u>
<del>30</del> <u>36</u>	University Boulevard Design Guidelines	Guidelines	<u>UBC Point Grey campus</u>
<del>31</del> <u>37</u>	Bird Friendly Design Guidelines for Buildings	Guidelines	<u>UBC Point Grey campus, UBC Okanagan campus</u>
<u>38</u>	<u>UBC Exterior Wayfinding Signage Standards &amp; Guidelines</u>	<u>Guidelines</u>	<u>UBC Point Grey campus, UBC Okanagan campus</u>
<u>39</u>	<u>UBC Okanagan Design Guidelines</u>	<u>Guidelines</u>	<u>UBC Okanagan campus</u>

## **PROCEDURES**

**Approved: October 2009**

**Revised: ~~fx~~ [April 2019](#)**

*Pursuant to Policy #1: Administration of Policies, "Procedures may be amended by the President, provided the new procedures conform to the approved policy. Such amendments are reported at the next meeting of the Board of Governors." Note: the most recent procedures may be reviewed at <http://universitycounsel.ubc.ca/policies/index/>.*

*Capitalized terms used in these Procedures which are not otherwise defined herein shall have the meanings given to such terms in the accompanying Policy, being Policy #92 Land Use, Permitting and Sustainability (the "**Policy**").*

### **1. Land Use and Operational Sustainability Committee**

- 1.1. The two members of the Board of Governors who shall serve on the LUSC will be the following:
  - 1.1.1. the chair of the Property Committee (the "**LUSC Chair**"); and
  - 1.1.2. a member of the Board of Governors as selected by the LUSC Chair from time to time.
- 1.2. The LUSC Chair shall determine the number and, subject to Section 1.3 of these Procedures, the identity of the external members of the LUSC, provided that, at any given time, there must be at least two but not more than four external members.
- 1.3. Any person who is a student of UBC, an employee of UBC, or a member of the Board of Governors, the Council of Senates, the UBC Okanagan Senate, or the UBC Vancouver Senate is disqualified from serving as an external member of the LUSC so long as that person has such status.
- 1.4. Meetings of the LUSC will normally be conducted in an open session (open to the public). However, certain matters are of a nature that requires they be handled with due and appropriate sensitivity and may need to be discussed in closed session (not open to the public). The LUSC Chair may, at the LUSC Chair's discretion, designate that certain matters be dealt with in closed session.

### **2. Development of Land Use Rules, Plans and Guidelines**

- 2.1. For the purposes of the Policy and these Procedures, the CCP's main website is [www.planning.ubc.ca](http://www.planning.ubc.ca) (the "**CCP Website**").
- 2.2. CCP will have the primary responsibility, on behalf of UBC, to liaise with local governments and other government authorities and third parties regarding issues relating to land use, planning and sustainability.
- 2.3. Every person, including every member of the UBC community, or such person's representative body, who wishes to request the making, amendment or repeal of a Land Use Rule, Plan or Guideline must address the request to the LUSC by delivering a written application to CCP.
- 2.4. CCP, on behalf of the LUSC, will consult with other units of UBC, senior administrators, or the Board of Governors, as appropriate, if the LUSC considers that the implementation, repeal

or modification of a Land Use Rule or Plan would have a material impact on operations outside of CCP or would raise issues that are sensitive or of a precedent-setting nature to UBC.

2.5. For the purposes of Section 5.3 of the Policy, the following ~~areas~~ [Neighbourhood Areas](#) are designated for non-institutional use:

~~2.4.1~~[2.5.1](#). the local neighbourhood known as Chancellor Place;

~~2.4.2~~[2.5.2](#). the local neighbourhood known as Hawthorn Place/Mid Campus;

~~2.4.3~~[2.5.3](#). the local neighbourhood known as Hampton Place;

~~2.4.4~~[2.5.4](#). the local neighbourhood known as Wesbrook Place;

~~2.4.5~~[2.5.5](#). the local neighbourhood known as East Campus;

~~2.4.6~~[2.5.6](#). the local neighbourhood known as North Campus; and

~~2.4.7~~[2.5.7](#). the local neighbourhood known as University Boulevard.

2.6. When the LUSC undertakes the consultation that is required by Section 5.3 of the Policy, the following process will apply:

2.6.1. CCP, on behalf of the LUSC, will publish notice of the proposal to make, amend, or repeal the Land Use Rule (the “**Proposed Amendment**”) on the CCP Website, together with reasonable particulars and the place (either physical or on the CCP Website) where, and the times and dates when, copies of the Proposed Amendment may be inspected;

2.6.2. CCP, on behalf of the LUSC, will provide the public with at least 30 days to submit written comments concerning the Proposed Amendment;

2.6.3. CCP, on behalf of the LUSC, will consult with the President’s Property and Planning Advisory Committee for UBC Vancouver, and the Deputy Vice Chancellor’s Committees for UBC Okanagan when CCP considers the Proposed Amendment to be a material addition to or amendment or repeal of the Land Use Rules;

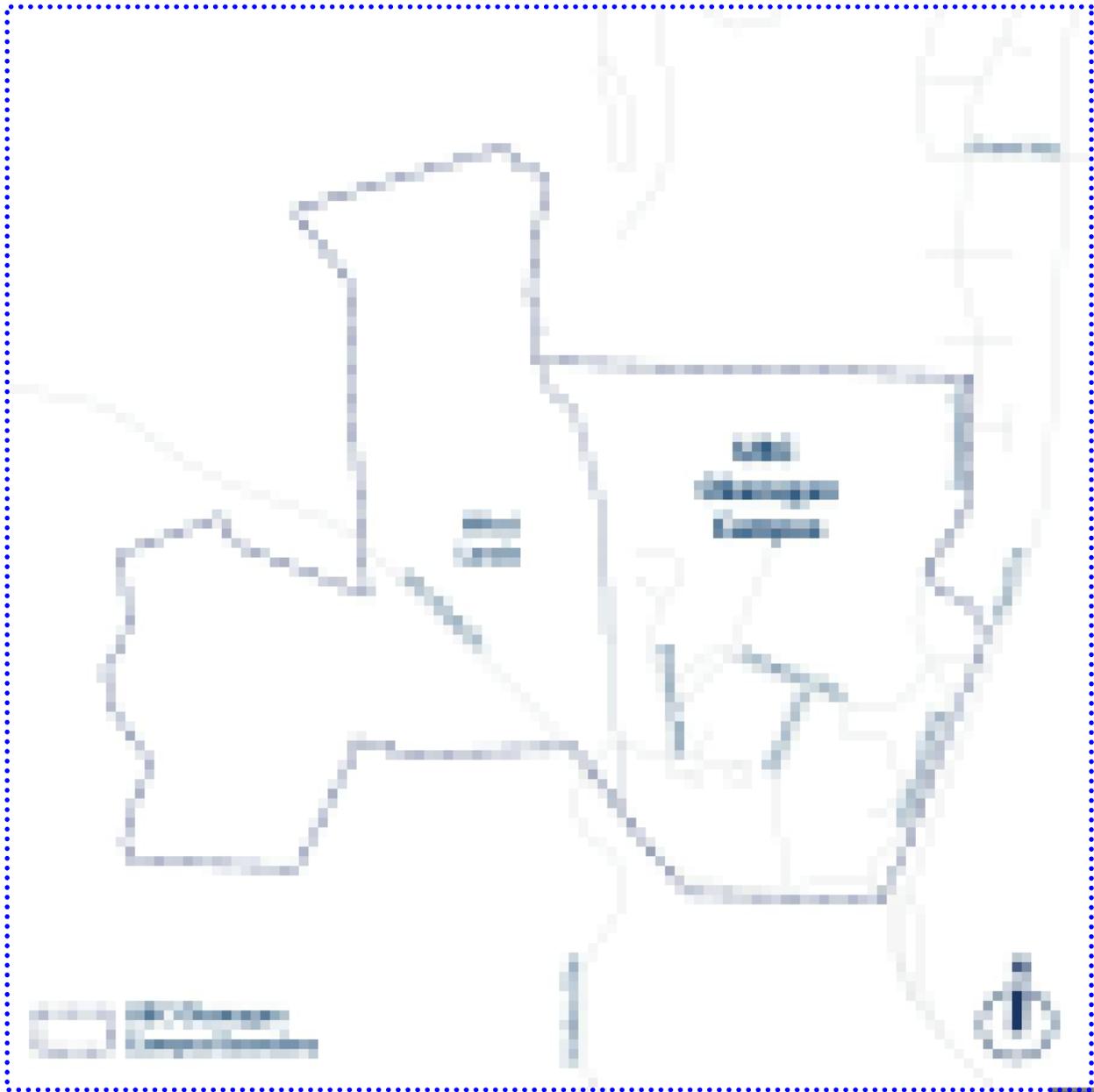
2.6.4. CCP will report to the LUSC, which will then make recommendations about the Proposed Amendment in writing to the Board of Governors and shall include a summary of the rationale for the Proposed Amendment and any material feedback from the consultation that is carried out pursuant to Section 5.3 of the Policy; and

2.6.5. the Proposed Amendment will have force and effect on the date that the Proposed Amendment is approved by the Board of Governors or on such other date as the Board of Governors may specify.

Map of UBC Point Grey campus:



Map of UBC Okanagan campus:



Document comparison by Workshare 9.5 on Monday, March 11, 2019 5:47:59 PM

Input:	
Document 1 ID	file:///G:/Public/Lorena Vlad/Policy #92 (Land Use and Permitting)/Community Consultation/Policy #92 - Version submitted to Board Committee in November 2018 - Re-Formatted by YL.docx
Description	Policy #92 - Version submitted to Board Committee in November 2018 - Re-Formatted by YL
Document 2 ID	G:/Public/Lorena Vlad/Policy #92 (Land Use and Permitting)/Community Consultation/Policy #92 - LV Revisions - March 1 2019 - Final Clean version (002).docx
Description	G:/Public/Lorena Vlad/Policy #92 (Land Use and Permitting)/Community Consultation/Policy #92 - LV Revisions - March 1 2019 - Final Clean version (002).docx
Rendering set	Standard

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Split/Merged cell	
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Statistics:	
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Insertions	104
Deletions	35
Moved from	0

Moved to	0
Style change	0
Format changed	0
Total changes	139

No.	Comment	Applicable Section(s)	Category	Committee Recommendation
1.	<p><b>Comment in Support of Proposal subject to Amendments to LUSC Membership</b></p> <ul style="list-style-type: none"> <li>Faculty Staff Housing &amp; Relocation Services supports the proposal subject to amendments to section 5 of the Policy and section 1 of the Procedures to include a representative from the Provost Office and from the office of the Vice-President, Human Resources on the Land Use and Sustainability committee, at least for matters that affect the UBC Housing Action Plan (“HAP”).</li> <li>HAP is included as a Plan under the proposed Policy #92. HAP is a strategic recruiting and retention tool with commitments to strategic nuance programs that go far beyond land use planning on campus and that are significant to the operation of the UBC Housing &amp; Relocation Services Unit. UBC Housing &amp; Relocation Services reports to the Provost Office and the office of the Vice-President, Human Resources.</li> <li>As the LUSC would have control over future amendments and maintenance of the HAP, the offices of the Provost and the Vice-President, Human Resources should be represented on the LUSC to ensure that the strategic recruiting and retention priorities of UBC with respect to housing are represented when considering the development and creation of Plans and when adopting, amending, or repealing Plans.</li> </ul>	5.1 (Policy), 1 (Procedures)	Composition of Land Use and Sustainability Committee	<p><i>Increasing the number of members of the LUSC may result in inefficiencies and is not warranted here as the two suggested members would be required in only a narrow circumstance: where the HAP is being discussed. However, the Committee appreciates the feedback from UBC Housing &amp; Relocation Services and has removed HAP from the list of Plans in section 9.1 of the Policy and has also revised section 5.4 (development, adoption, amendment, or repeal of Plans) to provide that in recommending developments of, or revisions to, Plans, the Associate Vice-President, CCP and the Associate Vice-President, Facilities will also consult with <u>other UBC senior administrators where appropriate.</u></i></p>
2.	<p><b>Comment in Support of Proposal with Suggestion to More Firmly Embed Living Lab Approach</b></p> <ul style="list-style-type: none"> <li>The individual providing the comment is supportive of the consolidation and indicates that the consolidation seems to provide an important update to both the approach to land use and to sustainability at UBC, and should help advance sustainable development at UBC more in line with leading practices around the world.</li> <li>The individual suggests that the Committee and Executive use this opportunity to more firmly embed UBC’s commitment to the campus as a living lab approach and the ability to utilize the planning, design, construction and operation of our campus buildings, landscape, and infrastructure for research and learning.</li> <li>The individual believes that providing Executive level endorsement for the campus as a living lab in connection with research would give the legitimacy and importance to advance the development of processes, frameworks, and strategies to embed research opportunities into</li> </ul>	Background & Purposes	UBC Campus as a Living Laboratory	<p><i>The Committee has included additional language in the Background &amp; Purposes section of proposed Policy #92 to further indicate UBC’s commitment to using the UBC campuses as living laboratories that provide opportunities for integration of land use with research and learning.</i></p>

## Proposed Policy #92 (Land Use, Permitting, and Sustainability) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Category	Committee Recommendation
	<p>campus development, in a way that supports and increases the standard of quality and commitment of the campus planning and operations departments.</p>			
3.	<p><b>Comment in Support of Proposed Amendments but Calling for More Actions</b></p> <ul style="list-style-type: none"> <li>• This individual is supportive of the intentions stated in the proposed Policy #92 regarding sustainability but believes there is a lot more work to be done to truly create a sustainable campus, both in UBC's physical buildings and lands, as well as the surrounding campus community areas.</li> <li>• The individual provides a range of suggestions regarding specific action items.</li> <li>• The suggestions are specific in nature and relate to matters that could, for example, be addressed in the Development Handbook.</li> </ul>	<p>Background &amp; Purpose, 1.1.2, 1.1.3, 2.1, 4.4</p>	<p>Sustainability Matters</p>	<p><i>The proposed Policy #92 is intended to provide the principles that will govern land use and sustainability matters and a framework for creating rules, plans, and guidelines for the governance of land use and sustainability matters. The implementation of the Policy will be made over time and sustainability issues will be considered when creating new rules, plans, and guidelines. However, the Policy is not the right vehicle to address the specific suggestions made. The suggestions have been forwarded to Campus and Community Planning for consideration at the time of review of applicable Rules, Plans, or Guidelines.</i></p>
4.	<p><b>Concerns Regarding Loss of Language Speaking Directly to Academic Sustainability and Potential Undermining of University Sustainability Initiative (“USI”)</b></p> <ul style="list-style-type: none"> <li>• Proposed Policy #92 is a policy to direct land use planning and is quite different from current Policy #5. Policy #5 provided a broad basis for sustainability work across UBC and the proposed changes undermine USI’s mandate. While academic sustainability is still noted in the proposed Policy #92, it is only in the context of integration of sustainability and operations, and does not mention external partnerships, teaching and learning, campus wide research projects, student ambassadors or scholars.</li> </ul>	<p>Background &amp; Purposes</p>	<p>Sustainability Matters</p>	<p><i>The detailed academic provisions of current Policy #5 are not included in proposed Policy #92 because these relate to academic work, which falls under the jurisdiction of the Senates. Proposed Policy #92 already addresses UBC’s commitment to integration of operational and academic efforts in sustainability in the Background &amp; Purposes section. Accordingly, the Committee has not made further revisions to the proposed Policy #92. To the extent that more detailed provisions regarding academics and sustainability are required, such provisions must be the subject matter of a policy of the Senates.</i></p>