

<b>SUBJECT:</b> ENVIRONMENTAL AND SOCIAL REVIEW PROCESS		
<b>DATE:</b> NOVEMBER 2, 1992	<b>ORIGIN:</b> PLANNING	
<b>AMENDED:</b> SEPTEMBER 9, 2002		

**POLICY**

The Municipality of Saanich has adopted an Environmental and Social Review (ESR) Process to identify the environmental and social impacts, both positive and negative, on specific initiatives undertaken within the Municipality.

**PROCESS**

The Environmental and Social Review Process is administered by the Planning Department. All zoning and subdivision applications shall be screened to determine whether or not an ESR is required. The Director of Planning Services/Approving Officer, in consultation with appropriate Municipal staff, shall consider if an application should be recommended for an ESR where:

- a) the land in question is:
  - § within 50 m of
    - a natural park
    - the Agricultural Land Reserve
    - a watercourse designated pursuant to Saanich bylaws
    - a Floodplain Development Permit Area
  - § within 60 m of a marine shoreline
  - § outside the Urban Containment Boundary and involves a rezoning for
    - commercial use
    - industrial use
    - institutional use
  - § outside the Urban Containment Boundary and involves a subdivision to create five or more lots
  - § deemed to be environmentally sensitive
- b) the proposed use is likely to result in significant social impacts upon the general area or the Municipality.

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In considering whether or not to recommend or require an ESR, the Director of Planning Services/Approving Officer should consider the following questions:

1. Complexity
  - a) Are there numerous inter-related environmental and social issues raised by the application?
  - b) Can staff identify the degree of impact and provide and coordinate mitigation measures outside the ESR process?
  
2. Time and Resources

Do staff have the necessary time and resources to adequately assess the project without the benefit of an ESR?

Where a rezoning application is recommended to Council for an ESR, a report shall be prepared for the Committee of the Whole outlining the environmental and/or social issues that warrant investigation plus the proposed Terms of Reference for the ESR and a brief project description.

Where a rezoning application is not recommended for an ESR, a brief memorandum shall be sent to the Mayor and Councillors and the relevant community association citing the reason(s) for not recommending an ESR.

Within 10 working days of delivery of the memorandum, the Mayor or any Councillor may request the matter be placed on a Council agenda for discussion.

Where an environmental and social review is required either by Council or the Approving Officer, the applicant will undertake the review at their expense based on the Terms of Reference established by Council or the Director of Planning Services, as the case may be.

The selection of the consultant shall be made by the applicant and approved by the Director of Planning Services prior to the work commencing. The consultant involved in submitting the rezoning or subdivision application shall not conduct or participate in the Environmental and Social review.

Upon acceptance of the final ESR by the District, the relevant community association and/or interested members of the public shall be afforded an opportunity to peruse the report at the Municipal Hall.

The conclusions of an environmental and social review for a rezoning application will be presented to Council by the Director of Planning Services as part of the report on the application. For a subdivision application, the Approving Officer will review and consider the conclusions of an environmental and social review.