



## ELECTORAL AREA SERVICES COMMITTEE MEETING

Tuesday,  
September 20, 2011  
Regional District Board Room  
175 Ingram Street, Duncan, BC

3:00 p.m.

---

### A G E N D A

	<u>Pages</u>
1. <u>APPROVAL OF AGENDA</u>	1-2
2. <u>ADOPTION OF MINUTES</u>	
M1 Minutes of September 6, 2011 EASC Meeting	3-11
3. <u>BUSINESS ARISING FROM the MINUTES</u>	
4. <u>STAFF REPORTS</u>	
R1 Alison Garnett, Planner I, regarding Application No. 3-I-11DPV (Applicant: Andrew & Elise Ketch)	12-25
R2 Alison Garnett, Planner I, regarding Application No. 1-G-10RS (Applicant: Hal Laird)	26-78
R3 Rachelle Moreau, Planner I, regarding Application No. 1-E-10RS (Applicant: David Coulson)	79-117
R4 Dan Brown, Parks Trails Technician, regarding Park Visitor Count Statistics – Bright Angel and Glenora Trails Head Parks	118-119
R5 Brian Farquhar, Manager, Parks & Trails Division, regarding Community Parks and Trails Mid-Year Budget Report	120-125
R6 Nino Morano, Bylaw Enforcement Officer, regarding Amendment To the Ticketing Information Authorization Bylaw	126-129
R7 Mike Tippett, Manager, regarding Amending the Electoral Area F OCP and Zoning Bylaw	130-144
R8 Mike Tippett, Manager, regarding Nanaimo Regional District Revised Growth Management Strategy	145-208
R9 Tom Anderson, General Manager, regarding 2012 Budget Preparation Update	209
R10 Tom Anderson, General Manager, regarding Proposed APC Bylaw 3544	210-217

---

**5. INFORMATION**

<b>IN1</b>	August 2011 Building Report	218-220
<b>IN2</b>	Minutes of Area I Parks & Recreation Commission meeting of July 12, 2011	221-224
<b>IN3</b>	Minutes of Area E Parks & Recreation Commission meeting of August 30, 2011	225-226
<b>IN4</b>	Minutes of Area B Parks & Recreation Commission Meeting of July 12, 2011	227

**6. NEW BUSINESS****7. QUESTION PERIOD****8. CLOSED SESSION**

Motion that the meeting be closed to the public in accordance with the Community Charter Part 4, Division 3, Section 90(1), subsections as noted in accordance with each agenda item.

**9. ADJOURNMENT**

**NOTE: A copy of the full agenda package is available at the CVRD website [www.cvrld.bc.ca](http://www.cvrld.bc.ca)**

---

Director L. Iannidinardo  
Director K. Cossey  
Director I. Morrison

Director M. Marcotte  
Director G. Giles  
Director K. Kuhn

Director B. Harrison  
Director L. Duncan  
Director M. Dorey

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, September 6, 2011 at 3:00 pm in the Regional District Board Room, 175 Ingram Street, Duncan, BC.

**PRESENT**

Director L. Iannidinardo, Chair  
 Director M. Marcotte  
 Director B. Harrison  
 Director K. Cossey  
 Director G. Giles  
 Director L. Duncan  
 Director I. Morrison  
 Director M. Dorey  
 Director K. Kuhn

**CVRD STAFF**

Tom Anderson, General Manager  
 Mark Kueber, General Manager  
 Warren Jones, Administrator  
 Rob Conway, Manager  
 Brian Duncan, Manager  
 Ann Kjerulf, Planner III  
 Maddy Koch, Planning Technician  
 Rachelle Moreau, Planner I  
 Cathy Allen, Recording Secretary

**APPROVAL OF AGENDA**

The Chair noted changes to the agenda which included adding one item of listed New Business and three additional items of New Business.

It was Moved and Seconded that the agenda, as amended, be approved.

MOTION CARRIED

**M1 - Minutes**

It was Moved and Seconded that the Minutes of the August 2, 2011, EASC meeting be adopted.

MOTION CARRIED

**BUSINESS ARISING**

There was no business arising.

**DELEGATIONS**

**D1 – Hunter/ Nicholson**

Alison Nichol森 was present regarding the Walter application on Riverside Road. She stated that she canvassed neighbours and can't find anyone who is in favour of the proposal. The Staff Report confirms her issues and noted that she not in favour of the application. Is mainly concerned about the constant erosion of agricultural land and losing the opportunity to use natural resources to grow food and produce lumber, etc. Encouraged Directors to take a proactive stance on this issue.

There were no questions to the delegate.

The Chair thanked Ms. Nichol森 for appearing.

**R1 - Walter**

Ann Kjerulf, Planner III, presented Staff Report dated August 24, 2011, regarding Application No. 1-B-10RS (Walter) to rezone property on Riverside Road from F-1 to a new rural residential zone to permit a 10 lot residential subdivision.

The Committee directed questions to staff.

Michael Walter, applicant, was present and provided further information to the application.

The Committee directed questions to the applicant.

It was Moved and Seconded

That Rezoning Application No. 1-B-10RS (Walter) be supported in principle and forwarded to the CVRD Board with the recommendation that draft bylaws be prepared for consideration at a future EASC meeting, in conjunction with the following to support the preparation of draft bylaws:

- a) Submission of a wildland urban interface assessment;
- b) Submission of a site environmental, riparian and hydrologic assessment and site topographic survey, prepared by the appropriate qualified professionals working in their respective fields of expertise, for the purpose of determining predevelopment site hydrology, sensitive habitat areas to be protected by conservation covenant or dedication, suitable building sites, and appropriate location for recreational trails;
- c) Submission of an archaeological assessment report, prepared in consultation with First Nations staff, elders and cultural advisors, identifying any significant archaeological resources on the subject property along with measures to protect such resources, and prepared by a qualified professional working in this field of expertise;
- d) Submission of a fire protection/suppression plan in compliance with NFPA 1142, Standard on Water Supplies for Suburban and Rural Fire Fighting;
- e) That the applicant undertake to guide development, in accordance with a development permit to be issued prior to subdivision, consistent with the Ministry of Environment publication, Develop with Care: Environmental Guidelines for Urban and Rural Development in British Columbia, March 2006;
- f) A performance bond will be required, as a condition of the development permit, to ensure that the site is developed in accordance with the permit and consistent with Develop with Care (as noted above);
- g) That the southern portion of the subject property identified for park dedication remain in a rural resource designation with accommodation for a recreation trail corridor as identified in the Electoral Area B Parks Master Plan (Silvermine Trail Connection) and the balance of the property have the continued potential to be used for community forestry; and
- h) That application referrals to the Ministry of Transportation and Infrastructure, the Central Vancouver Island Health Authority, the Ministry of Environment, Ministry of Forests; Malahat First Nations, Cowichan Tribes and School District 79 be accepted.

MOTION DEFEATED



It was Moved and Seconded

That Rezoning Application No. 1-B-10RS (Walter) be denied and that a partial refund of application fees be given in accordance with CVRD Development Application Procedures and Fees Bylaw No. 3275.

**MOTION CARRIED**

**R2 - Lamont**

Maddy Koch, Planning Technician, presented Staff Report dated August 30, 2011, regarding Application No. 2-C-10DVP (Kevin Lamont/South Cowichan Storage) to allow a storage container to be built on the rear parcel line of property located on Fisher Road.

It was Moved and Seconded

1. That September 8, 2010, Board Resolution No. 10-487(22) be rescinded.
2. That Application No. 2-C-10DVP by Kevin Lamont for a variance to Section 11.3(b)(3) Zoning Bylaw No. 1405, decreasing the setback to the rear parcel line from 7.5 metres (24.61 ft) to 1.09 metres (3.58 ft) on Parcel A (Being a consolidation of Lots 1 and 2, See FB153508) Block 1475 and Section 13, Range 6, Shawnigan District, Plan VIP81077, be approved subject to:
  - the applicant providing a survey confirming compliance with approved setbacks
  - \$1200 being paid to the CVRD for the purpose of providing a landscaping grant to Cobble Hill School.
3. That a Section 219 covenant be registered to the title of Parcel A (Being a consolidation of Lots 1 and 2, See FB153508) Block 1475 and Section 13, Range 6, Shawnigan District, Plan VIP81077, which requires:
  - all outdoor storage to discontinue by July 1<sup>st</sup> 2015;
  - the outdoor storage use to provide space for not more than 6 recreational vehicles, trailers, boats or motor vehicles outside the area that is within 15 metres of the water well located adjacent to the Land;
  - the outdoor storage to use diapers and drip pans beneath all such recreational vehicles, trailers, boats or motor vehicles that are stored outside.

**MOTION CARRIED**

**R3 - Pennells**

Maddy Koch, Planning Technician, presented Application No. 3-C-11DVP by Gerald and Andrea Pennells to construct a deck on the south-east side of the house located on Saltspring View Road.

The Committee directed questions to staff.

It was Moved and Seconded

That Application No. 3-C-11DVP by Gerald and Andrea Pennells respecting Strata Lot 492, Section 14, Range 10, Shawnigan District, Strata Plan 1601, together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form 1 (PID: 018-513-247) to reduce the setback to the interior side parcel line that abuts common property from 1.4 metres to 0.2 metres, be approved subject to a legal survey confirming compliance with approved setbacks.

**MOTION CARRIED**

**R4 - Coulson**

Rachelle Moreau, Planner I, presented Staff Report dated August 31, 2011, regarding Application No. 1-E-10RS by David Coulson/Urban Edge Properties, to rezone property at 5241 Koksilah Road, from P-1 to a new zone to permit a range of small scale commercial and light industrial uses as well as multi and single family residential.

David Coulson, applicant, was present and provided further information to the application.

The Committee directed questions to the applicant and staff.

It was Moved and Seconded

1. That Application No. 1-E-10RS (David Coulson/Urban Edge Properties) proceed to bylaw preparation and that the appropriate amendment bylaws be forwarded to the Regional Board for consideration of first and second reading;
2. That agency referrals to the Ministry of Transportation and Infrastructure, City of Duncan, Vancouver Island Health Authority, Cowichan Tribes First Nation, Duncan Fire Department, and School District #79 be accepted;
3. That a Public Hearing be held with Directors Duncan, Iannidinardo, and Dorey named as delegates of the Board.

**MOTION CARRIED**

**R5 - Fisher**

Rachelle Moreau, Planner I, presented Staff Report dated August 31, 2011, regarding Application No. 2-E-11DP (James and Catherine Fisher) to authorize trees be removed from property located at 3070 Allenby Road.

It was Moved and Seconded

That Application No. 2-E-11DP submitted by Katharine Fisher to authorize trees removed from Parcel B (DD111046-I) of Lot 3, Section 14, Range 6, Quamichan District, Plan 1275 (PID: 007-674-457) and Lot 3, Section 14, Range 6, Quamichan District, Plan 1275, Except Parcel A (DD 90646I) and Parcel B (DD 111046I) Thereof (PID: 004-453-735) be approved, subject to compliance with the recommendations of the Ryzuk Geotechnical engineering report dated January 20, 2011.

**MOTION CARRIED**

**R6 – Covenant  
Release (Arrowsmith)**

Maddy Koch, Planning Technician, presented Staff Report, dated August 30, 2011, regarding covenant release request (Application No. 1-E-05SA/Arrowsmith).

It was Moved and Seconded

That the Regional District release restrictive covenant FA100733 from the titles of both Lot A Section 6 Range 3 Quamichan District Plan VIP81545 (PID: 026-778-998) and Lot 1, Section 6, Range 3, Quamichan District, Plan VIP75831 Except that part in Plan VIP81545 , PID: 025-743-694 (Application No. 1-E-05SA/Arrowsmith).

MOTION CARRIED

**R7 – Eagle Heights  
Fire Boundary**

It was Moved and Seconded

1. That the *Certificate of Sufficiency* confirming that the petition for inclusion in the Eagle Heights Fire Protection Service Area is sufficient be received.
2. That CVRD Bylaw No. 1965 be amended to extend the boundaries of the Eagle Heights Fire Protection Service Area to include the following property: Lot 1, Plan # 88052, Section 13, Range 7, Quamichan Land District PID: 028-237-765, Folio. 03346.035
3. That the amendment bylaw be forwarded to the Board for consideration of three readings and adoption.
4. That Schedule A to the Fire Services agreement with the City of Duncan to provide fire protection to the Eagle Heights Fire Protection Service Area, be amended to include the additional property.
5. That the Chair and Corporate Secretary be authorized to sign the amended Eagle Heights Fire Protection Services Agreement.

MOTION CARRIED

**R8 – Grants in Aid  
policy**

Mark Kueber, General Manager, presented Staff Report dated August 25, 2011, regarding Grants in Aid policy.

General discussion ensued.

Report was received as information only.

**R9 and R10 – 2012  
Budget**

Mark Keuber, General Manager, presented Staff Report dated August 25, 2011, and Tom Anderson, General Manager, presented Staff Report dated August 24, 2011, both regarding 2012 Planning & Development Department budget.

Mr. Anderson requested that Directors provide further direction on 2012 new project items.

Director Giles suggested that the CVRD hire a QEP on staff. Mr. Anderson advised this is currently on the list and has contacted other regional districts regarding this, and that he will be doing a report to the next meeting.

Director Marcotte advised that she needs some minor changes to her OCP bylaw. Mr. Anderson requested that her suggestions be emailed to him or forwarded on paper.

Mr. Anderson requested that any further requests be forwarded to him and that he will bring a report back.

**R11 – Mid Year  
Budget Report**

Tom Anderson, General Manager, presented Staff Report dated August 24, 2011, regarding Mid-Year Budget Report.

There were no questions from Committee members.

Report was received as information only.

**R12 – DAI Bylaw**

It was Moved and Seconded

That proposed CVRD Development Approval Information (DAI) Bylaw No. 3540 be amended to change the definition of "Officer" to mean the General Manager of Planning and Development, and that proposed Bylaw No. 3540, be forwarded to the Regional Board for consideration of three readings and adoption.

MOTION CARRIED

It was Moved and Seconded

That in-stream Development applications not be affected by proposed DAI Bylaw No. 3540.

MOTION CARRIED

**R13 – Building Bylaw**

Brian Duncan, Manager, presented Staff Report dated August 30, 2011, regarding a new Building Bylaw.

General discussion ensued.

Director Morrison noted that the double permit fee should be removed from the fee schedule. Mr. Anderson advised that the amendment will be made to the bylaw prior to going to the Board for adoption.

It was Moved and Seconded

That new CVRD Building Regulation Bylaw No. 3422 be forwarded to the Regional Board for consideration of three readings and adoption.

MOTION CARRIED

**R14 – Animal Control  
Contract**

It was Moved and Seconded

That the CVRD proceed with a Request for Proposals for a 2012-2014 Animal Control Contract.

MOTION CARRIED

**R15 – DP's Dele-  
gation Authority**

Staff Report dated August 30, 2011 from Rob Conway, Manager, regarding development permit delegation authority and DP Application No. 3-B-11DP (Cullin Holdings).

Report was received as information only.

**R16 – Application  
extension (Silver  
Catch)**

It was Moved and Seconded  
That Development Permit No. 1-D-08DP, issued to Silver Catch Processing Inc., be renewed until May 10, 2012, and that no further extensions of the development permit be granted.

MOTION CARRIED

**R17 – Subdivision  
File No. 10-B-10SA**

It was Moved and Seconded  
That the Provincial Approving Officer be requested to deny the proposed subdivision of Lots 1 and 2, , Block 33, Plan 218A and District Lot 16, Section 1, Range 3, Plan 800, all in Shawnigan District (2080 Cullin Road – File 10-B-10SA) due to it being against the public interest for the following reasons:

- a. The application proposes a lot configuration and concentration of density along the lakeshore that will discourage successful restoration and protection of the previously damaged Shawnigan Lake riparian buffer and potentially negatively impact Shawnigan Lake;
- b. The application avoids the higher standard of sewage treatment and disposal intended by provincial regulation for the proposed density and potentially threatens Shawnigan Lake water quality;
- c. The application relies on frontage exemptions to the majority of the proposed lots to achieve a lot configuration and intensity of use at the lakefront that is not supported by CVRD policy or regulation;
- d. The application does not provide park land in a location and configuration that achieves community objectives for public lake access;
- e. The application proposes the subdivision of land beyond the legal boundaries of the three subject parcels and presumes Surveyor General's Office will consent to the adjustment of the natural boundary of Shawnigan Lake to favour the property owners.

MOTION CARRIED

**R18 – Langtry Road  
gravel extraction**

It was Moved and Seconded  
That the CVRD request the Ministry of Transportation and Infrastructure to exchange the right-of-way marked road on Plan 41254 for additional buffer along Langtry Road to partially address community concerns over proposed gravel extraction in the residential neighbourhood.

MOTION CARRIED

**IN1 – Building Report**

It was Moved and Seconded  
That the July 2011 Building Report be received and filed.

MOTION CARRIED

**NEW BUSINESS**

**NB1 - Grant in aid**

It was Moved and Seconded

That a grant in aid, Electoral Area B – Shawnigan Lake, be given to Shawnigan Residents Association in the amount of \$245 to assist with postage fees for a community information mail out.

MOTION CARRIED

**NB2 – Heritage Tree**

Director Giles requested that a motion be passed to enter into a covenant to protect a large coastal Douglas fir tree located on the Shearing Family Farm in Cobble Hill.

It was Moved and Seconded

That the CVRD enter into a conservation covenant with the Shearings in Cobble Hill, with the CVRD as beneficiary, in order to protect a large Douglas fir (a heritage tree) situated on the Shearing Family Farm on Telegraph Road in Cobble Hill.

MOTION CARRIED

**NB3 – Sangster Road**

Director Harrison noted that the CVRD had requested the Ministry of Transportation to open Sangster Road to through traffic to better serve the adjacent subdivision but would now like to request that the road not be opened until the Mill Bay traffic study has been completed.

It was Moved and Seconded

That the CVRD request the Ministry of Transportation and Infrastructure to not open Sangster Road to through traffic until they have completed their Mill Bay traffic study.

MOTION CARRIED

**NB4 – SCOCP Joint  
APC**

Director Harrison noted that a joint South Cowichan OCP advisory planning commission needs to be formed as a result of the new OCP which covers Areas A, B and C. He questioned, among other things, how members will be appointed.

Mr. Anderson advised that he will discuss the issue with the three south end Directors to get a bylaw established.

**Recess**

The Committee recessed for five minutes.

**CLOSED SESSION**

It was Moved and Seconded

That the meeting be closed to the public in accordance with the *Community Charter* Part 4, Division 3, Section 90(1), subsections as noted in accordance with each agenda item.

MOTION CARRIED

The Committee moved into Closed Session at 6:15 pm.

Rise                      The Committee rose without report.

ADJOURNMENT              It was Moved and Seconded  
That the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 6:55 pm.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Recording Secretary



## STAFF REPORT

### ELECTORAL AREA SERVICES COMMITTEE MEETING OF SEPTEMBER 20, 2011

DATE: September 13, 2011 FILE NO: 3-I-11DVP  
FROM: Alison Garnett, Planner I BYLAW NO: 2465  
SUBJECT: Application No. 3-I-11DVP (Ketch)

---

#### Recommendation/Action:

That application No. 3-I-11DVP by Andrew Ketch for a development permit with a variance to Section 3.20 of Bylaw No. 2465 in order to reduce the required watercourse setback from 15 metres down to 12.5 metres to allow for the construction of a roof over an existing deck on Strata Lot 7, Block 136, Cowichan Lake District, VIS 3604 (PID 023-012-749) **be approved**.

And further, that the Board elects not to enforce restrictive covenant EJ13118 in order to approve this permit.

Relation to the Corporate Strategic Plan: N/A

Financial Impact: (Reviewed by Finance Division: N/A)

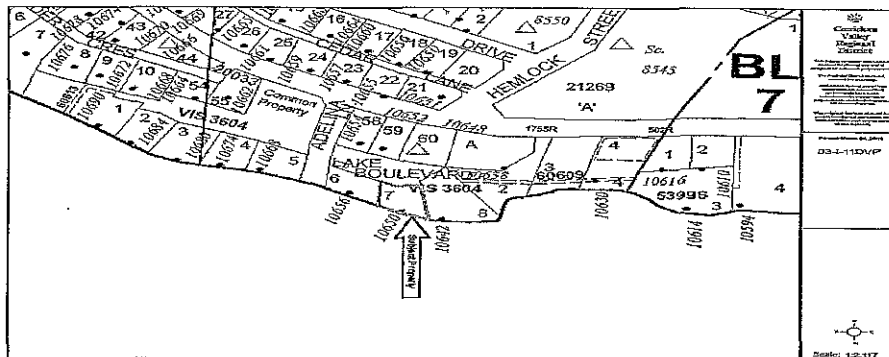
#### Background:

To consider an application to reduce the watercourse setback from 15 metres to 12.5 metres, to allow for construction of a roof over an existing deck within the Watercourse Protection Development Permit Area. No changes in foundation or increase in impervious surface is proposed.

Location of Subject Property: 10650 Lake Boulevard

Legal Strata Lot 7, Block 136, Cowichan Lake District, VIS 3604 (PID 023-012-749)

Description:





Date Application Received: March 23, 2011  
Owner: Elise and Andrew Ketch  
Applicant: Kelly Schellenberg

Size of Parcel: 0.116 ha  
Zoning: R-3 Urban Residential

Existing Plan Designation: Residential  
Existing Use of Property: Residential

Existing Use of Surrounding Properties:

North: Residential  
 South: Cowichan Lake  
 East: Residential  
 West: Residential

Services:

Road Access: Lake Boulevard  
Water: Youbou Water System Service  
Sewage Disposal: On site disposal

Agricultural Land Reserve Status: Out

Environmentally Sensitive Areas: The property borders Cowichan Lake and the existing residence is located within 30 metres of the high water mark. However, no changes to the foundation of the existing residence, nor increase in impervious surface, are proposed.

Archaeological Site: None Identified

**Background/ Proposal**

The subject property is 0.116 ha (0.28 acres) in size and is located at 10650 Lake Boulevard on Cowichan Lake in Youbou. A single family home and garage are located on the subject property, along with a concrete retaining wall sited near the lake's high water mark.

The applicants would like to construct a 25 m<sup>2</sup> roof over the existing deck. The proposal will not require any changes to the foundation of the existing residence, therefore it is considered exempt from the Riparian Areas Regulation. Furthermore, the proposal will not cause an increase in impervious surfaces, or any soil or vegetation disturbance, therefore the Watercourse Protection Development Permit Area guidelines are not relevant.

The southernmost portion of the residence is located within 12.5 metres of the lake's high water mark, and is considered legal non-conforming in terms of the siting. But the addition of a roof is considered a vertical extension into the 15 metre watercourse setback, and requires a development variance permit.

There are a number of charges registered against the title of the subject property. Of particular note is a covenant registered in 1995, when Timberwest Forest Company subdivided the subject property. The CVRD required registration of the covenant which states "*there will be no replacement of or vertical or horizontal additions to those dwellings that are closer than 15 metres from the high water mark of Lake Cowichan unless the replacement or addition fully conforms to the siting requirements of the applicable zoning bylaws of the Cowichan Valley Regional District.*"

This application proposes to construct a "vertical addition" within the setback area, and therefore does not comply with the conditions of this covenant. However, enforcement of the covenant is at the Board's discretion, and due to the minor nature of this request, the Board could consider the application and issue the permit. The primary purpose of the covenant appears to be protection of existing buildings from flooding or erosion. As this application proposes a 25 m<sup>2</sup> roof structure, with no enclosing walls and no changes to the foundation, concerns for flooding and erosion are minimal. A copy of the covenant is attached to this report.

Typically when a variance request is approved, a post construction survey is required to ensure compliance with the approved variance. However, in this instance the roof is being constructed over an existing building, and a survey has already been supplied.

**Surrounding Property Owner Notification and Response:**

A total of 14 letters were mailed-out or hand delivered, as required pursuant to CVRD Development Application and Procedures and Fees Bylaw No. 3275. The notification letter described the purpose of this application and requested comments regarding this variance within a recommended time frame. To date, one letter in support of this variance has been received, and is attached to this report. Two phone calls were received as well, and in both cases support was voiced for this proposal.

**Options:**

1. That application No. 3-I-11DVP by Andrew Ketch for a development permit with variance to Section 3.20 of Bylaw No. 2465 in order to reduce the required watercourse setback from 15 metres down to 12.5 metres to allow for the construction of an roof over an existing residential deck on Strata Lot 7, Block 136, Cowichan Lake District, VIS 3604 (PID 023-012-749) **be approved.**  
And further, that the Board elects not to enforce restrictive covenant EJ13118 in order to approve this permit.
2. That application No. 3-I-11DVP by Andrew Ketch for a development permit with variance to Section 3.20 of Bylaw No. 2465 in order to reduce the required watercourse setback from 15 metres down to 12.5 metres to allow for the construction of an roof over an existing residential deck on Strata Lot 7, Block 136, Cowichan Lake District, VIS 3604 (PID 023-012-749) **be denied.**

Option 1 is recommended.

Submitted by



Alison Garnett  
Planner I, Development Services Division  
Planning and Development Department

AG/ca  
Attachments

<p><b>Reviewed by:</b> Division Manager:</p> <p><b>Approved by:</b> General Manager:</p>
---



COWICHAN VALLEY REGIONAL DISTRICT

DEVELOPMENT VARIANCE PERMIT

NO: 3-I-11 DVP Ketch

DATE: September 13, 2011

TO: Andrew and Elise Ketch – DRAFT

ADDRESS: 3949 Hillbank Rd Duncan

V9L 6M1

1. This Development Variance Permit is issued subject to compliance with all of the bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Variance Permit applies to and only to those lands within the Regional District described below:  
*Strata Lot 7, Block 136, Cowichan Lake District, VIS 3604 (PID 023-012-749)*
3. Zoning Bylaw No. 2465, applicable to Section 3.20, is varied as follows: the 15 metre watercourse setback is reduced to 12.5 metres, to allow for construction of a roof over an existing deck
4. The following plans and specifications are attached to and form a part of this permit.
  - Schedule A – Sketch Plan of Strata Lot 7, dated June 1, 2011
5. The land described herein shall be developed in substantial compliance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit shall form a part thereof.
6. This Permit is not a Building Permit. No certificate of final completion shall be issued until all items of this Development Variance Permit have been complied with to the satisfaction of the Development Services Department.

AUTHORIZING RESOLUTION NO. *[from Board Minutes]* PASSED BY THE BOARD OF THE COWICHAN VALLEY REGIONAL DISTRICT THE *[day]* DAY OF *[month]* 2009.

---

Tom Anderson, MCIP  
General Manager, Planning and Development Department

**NOTE:** Subject to the terms of this Permit, if the holder of this Permit does not substantially start any construction within 2 years of its issuance, this Permit will lapse.

I HEREBY CERTIFY that I have read the terms and conditions of the Development Permit contained herein. I understand and agree that the Cowichan Valley Regional District has made no representations, covenants, warranties, guarantees, promises or agreements (verbal or otherwise) with *[name on title]* other than those contained in this Permit.

\_\_\_\_\_  
Owner/Agent (signature)

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Occupation

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



**Cowichan  
Valley  
Regional  
District**

This map is compiled from various sources for internal use and is designed for reference purposes only.

The Regional District does not warrant the accuracy.

All persons making use of this compilation are advised that amendments have been consolidated for convenience purposes only and that boundaries are representational.

This original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

**File: 03-I-11-DVP**

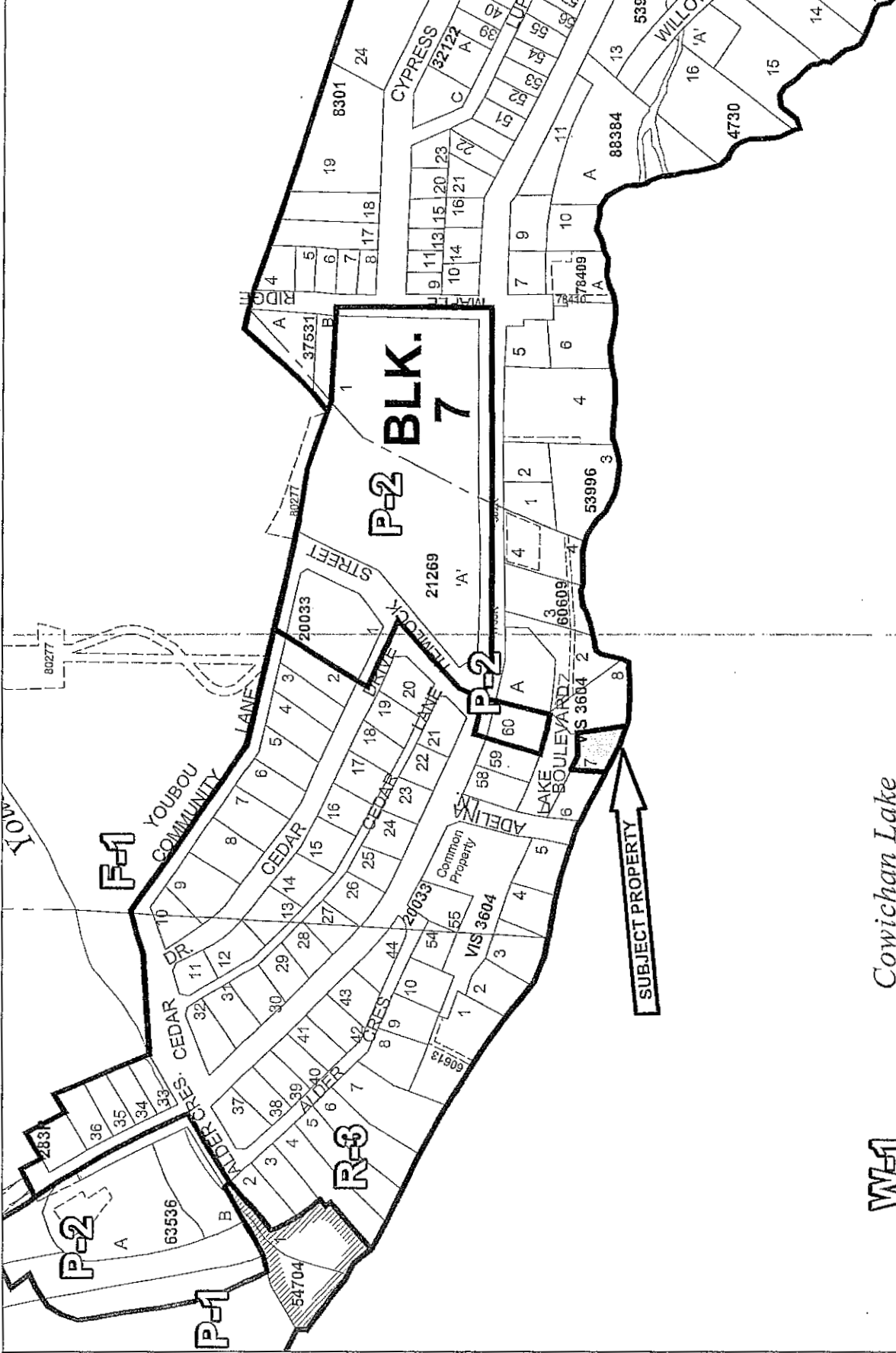
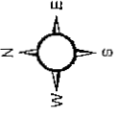
# ZONING

Legend

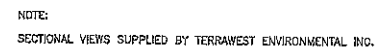
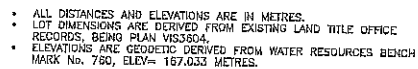



Subject Property

Zoning Electoral Area I

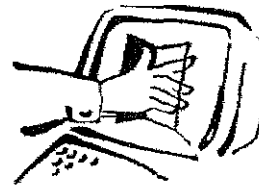


( ALL DIMENSIONS ARE IN METRES )



		<h1>McElhanney</h1>	
<p>McElhanney Consulting Services Ltd.</p>		<p>#302 - 8845 YORK/ROAD DUNDAS, ONT. M5G 0S5</p>	
		<p>PH (416) 594-3105 FAX (416) 594-6278</p>	
<p><b>TERRAWEST ENVIRONMENTAL INC</b></p>			
<p>Client</p>			
<h2>SKETCH PLAN</h2>			
<p>Title</p>			
Date:	JUN 4, 2011	<p>MSL Project No. <b>2232-00015-0</b></p>	
Scale:	1:250	<p>Drawing No. <b>00015-OSK1</b></p>	
Drawn:	VS		
Checked:	GH		

# BC OnLine



BC OnLine Land Title Internet Service  
Provided in co-operation with  
Land Title and Survey Authority

LTSA - DOCUMENT RETRIEVAL			REF # S03340	REQUESTED: 2011-05-06 08:20
CLIENT NAME:	COWICHAN VALLEY REGIONAL DIST.(PLANNING)			
ADDRESS:	175 INGRAM STREET DUNCAN BC V9L 1N8			
PICK-UP INSTRUCTIONS:				
USER ID: PB76187	APPL-DOC # EJ13118	VI Registered	RCVD:1995-02-01	
ACCOUNT: 286045				
FOLIO				
REMARKS:				

Help Desk Victoria ..... (250) 953-8200  
In B.C. .... 1-800-663-6102  
Administration Office ... (250) 953-8250  
Fax Number ..... (250) 953-8222

Persons who need to rely on a plan for legal purposes must examine the official version at the Land Title Office in which the plan is deposited. However, plans with plan numbers beginning with the letters EPP or EPS are electronic plans which constitute the official version.

95FE-1 12 01 8

EJ013118

#1050 RECEIVED  
LAND TITLE OFFICE  
VICTORIA

(2)

LAND TITLE ACT  
FORM C  
(Section 219.81)  
Province of British Columbia  
GENERAL INSTRUMENT - PART 1

PAGE 1 OF 4 PAGES

Reference No.: 1616nobd.cov

## 1. APPLICATION:

Richard D. Wright, BCLS, CLS, Notary Public  
715 Canada Avenue, Duncan, BC V9L 1V1  
Phone 748-5883

Signature of Applicant, Solicitor or Agent

## 2. PARCEL IDENTIFIER(S) AND LEGAL DESCRIPTION OF LANDS:\*

002-550-831

LOT 65, BLOCK 136, COWICHAN LAKE DISTRICT, PLAN 20033,  
EXCEPT THOSE PARTS IN PLAN 31184 AND VIP54704

## 3. NATURE OF INTEREST:\*

Description	Document Reference	Person Entitled to Interest
COVENANT SECTION 215	Pages 3 & 4 Para (a), (b) and (c)	TRANSFeree

## 4. TERMS: Part 2 of this instrument consists of (select one only)

(a) Filed Standard Charge Terms	<input type="checkbox"/>	D.F. No.
(b) Express Charge Terms	<input checked="" type="checkbox"/>	Annexed as Part 2
(c) Release	<input type="checkbox"/>	There is no Part 2 of this instrument

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument. If (c) is selected, the charge described in Item 3 is released or discharged as a charge on the land described in Item 2.

## 5. TRANSFEROR(S):\*

TIMBERWEST FOREST II LIMITED, (INC. NO. 459,438)

## 6. TRANSFeree(S):\*

COWICHAN VALLEY REGIONAL DISTRICT, a Regional District, having its offices at 137  
Evans Street, Duncan, BC V9L 1P5

## 7. ADDITIONAL OR MODIFIED TERMS:\*

N/A

02/01/95 A68966 CHARGE 50.00



2

2

3. **EXECUTIONS(S):**\*\*This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

OFFICER SIGNATURES

EXECUTION DATE

PARTY(IES) SIGNATURE(S)

P. M. JAMES

95 / 01 / 17

TIMBERWEST FOREST II LIMITED  
(INC.NO. 459,438) by its  
authorized signatory(ies):

**PETER M. JAMES**  
11th FLOOR, 700 WEST CORDOVA STREET  
P.O. BOX 10053 PACIFIC CENTRE  
VANCOUVER, B.C. V7Y 1J7  
Barrister & Solicitor

*W.C.*

W.C.  
Wanda Costuros

H.K.  
Hanif Karmally

as to both signatures

(As Transferor)

**OFFICER CERTIFICATION:**

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the Evidence Act, R.S.B.C. 1979, c.116, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

*[Signature]*

3

3

TERMS OF INSTRUMENT - PART 2  
COVENANT

WHEREAS:

1. The Transferor is the registered owner of all and singular that certain piece, parcel, or tract of land and premises, situate, lying and being in the Province of British Columbia and being more particularly known and described as:

P.I.D. NUMBER 002-550-831  
Lot 65  
Block 136  
Cowichan Lake District  
Plan 20033  
Except Those Parts In Plans 31184 and VIP54704  
(hereinafter referred to as the "Land")

2. The Transferor has requested approval to subdivide the Land in a manner as shown on Plan VIP 60609, and as a condition of granting approval to the subdivision, the Transferee has requested that the Transferor enter into a covenant over the Lands, pursuant to Section 215 of the Land Title Act in the terms hereinafter set forth.

3. Section 215 of the Land Title Act provides that there may be annexed to any land a condition or covenant that the land, or any specified portion thereof, is not to be built upon or is not to be used in a particular manner.

4. WITNESSETH THAT in consideration of the sum of One Dollar (\$1.00) and other valuable consideration now paid by the Transferee to the Transferor (the receipt and sufficiency whereof is hereby acknowledged) the Transferor COVENANTS AND AGREES to a Covenant on the following terms:

- a. Hereafter, there will be no replacement of or vertical or horizontal additions to those dwellings that are closer than 15 metres from the high water mark of Lake Cowichan unless the replacement or addition fully conforms to the siting requirements of the applicable zoning bylaws of the Cowichan Valley Regional District; and
- b. The Transferor acknowledges that the Cowichan Valley Regional District does not represent to the Transferor or any other person that any replacement or addition constructed or located in accordance with Condition (a) herein will not be damaged by flooding or erosion and the Transferor covenants and agrees not to claim damages from the Cowichan Valley Regional District or hold the Regional District responsible for damages caused by flooding or erosion to the Land or to any building, improvement, or other structure built, constructed or placed upon the Land and to any contents thereof.

4

4

c. The covenants of the Transferor shall be binding upon the Transferor and upon any subsequent owner of the Land only so long as the Transferor or such subsequent registered owner remains the registered owner of the Land or part thereof.

5. IT IS EXPRESSLY UNDERSTOOD AND AGREED that the covenant herein contained shall run with the land and shall be binding upon the Transferor and all persons claiming through, under or in trust for it.

6. WHEREVER the singular or masculine are used throughout this Indenture the same shall be construed as meaning the plural, feminine, or body politic or corporate where the context or the parties hereto so require.

7. THIS AGREEMENT shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors and assigns.

8. ~~THIS IS THE~~ Instrument creating the condition or covenant entered into under Section 215 of the Land Title Act by the registered owner referred to herein and shown on the print of the plan annexed hereto and initialled by me.

APPROVING OFFICER  
THE MINISTRY OF TRANSPORTATION AND HIGHWAYS

END OF DOCUMENT





**Alison Garnett**

---

**From:** CVRD Development Services  
**Sent:** Monday, September 12, 2011 8:16 AM  
**To:** Alison Garnett  
**Subject:** FW: File # 3-I-11DVP [ Ketch ]

---

**From:** DOUG TOCHER [<mailto:djt@shaw.ca>]  
**Sent:** Thursday, September 08, 2011 12:29 PM  
**To:** CVRD Development Services  
**Subject:** File # 3-I-11DVP [ Ketch ]

We are owners at 10642 Lake Boulevard and we for granting the request for a variance for the addition of a roof over existing deck as made by Andrew and Elise Ketch.

Thank You

Doug and Joan Tocher



R2

## ELECTORAL AREA SERVICES COMMITTEE MEETING OF SEPTEMBER 20, 2011

DATE: August 30, 2011

FILE No: 1-G-10RS

FROM: Alison Garnett, Planner I  
Development Services Division  
Planning and Development Department

BYLAW No: 2500 & 2524

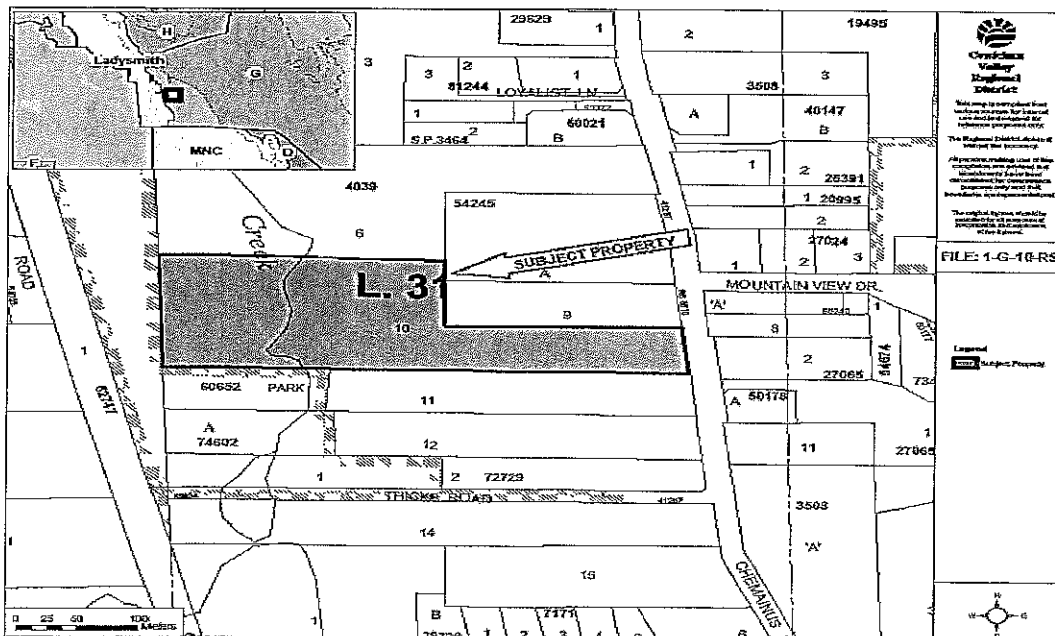
SUBJECT: Rezoning Application No. 1-G-10 RS (Hal Laird for Keith Christie)

### Recommendation/Action:

That Rezoning and OCP Amendment Application 1-G-10RS (Laird for Christie) be denied, and that a partial refund be given to the applicant in accordance with CVRD Development Applications Procedures and Fees Bylaw No. 3275.

Relation to the Corporate Strategic Plan: N/A

Financial Impact (Reviewed by Finance Division: N/A)



### Background:

Location:

10830 Chemainus Road

Size of Land Parcel:

3.15 ha (7.7 acres)

Legal Description:

Lot 10, District Lot 31, Oyster District, Plan 4039, except part in plan 41287 (PID: 004-391-250)

Application Date:

November 5, 2010

Owner(s):	Keith Christie and Patricia Ritchie
Applicant:	Hal Laird
Existing Use of Property:	Vacant
Adjacent Properties:	North: Commercial South and East: Residential West: Stocking Creek and park
Road Access:	Chemainus Road
Water:	Saltair Water System
Sewage Disposal:	On site
Public Transit:	No scheduled service to the area
Fire Protection:	Chemainus Fire Service Area
Agricultural Land Reserve Status:	The property is not located in the ALR
Environmentally Sensitive Areas:	Stocking Creek is located on the subject property, defined as large riparian ecosystem (Environmental Planning Atlas 2000)
Contaminated Sites Regulation:	Detailed site investigation will be required; application can proceed through rezoning process
Archaeological Sites:	None identified in CVRD mapping
Existing Plan Designation:	Commercial and Suburban Residential
Proposed Plan Designation:	General Residential
Existing Zoning:	C-2 Local Commercial and R-2 Suburban Residential
Proposed Zoning:	new urban residential zone
Minimum lot size (R-2 zone):	0.4 ha with full community service; 1 ha without
Minimum lot size (C-2 zone):	0.4 ha with community water service
Minimum lot size proposed:	0.4 ha with community water service only. Proposed density averaging would allow lots 1290 m <sup>2</sup> (0.3 acres) in size.

### **Application Update**

This application appeared before the EASC at the June 21, 2011 meeting. Direction provided by the Committee was for staff to organize a meeting with the Engineering and Environmental Services Department, the Area Director, the applicants and surrounding property owners, to explore the feasibility of constructing a community sewer system to service the proposed development and Saltair's core, as well as a shared public road into the subdivision.

This meeting was held August 24<sup>th</sup>, with four neighbouring property owners in attendance. Both the Engineering and Environmental Services Department and the Planning and Development Department do not endorse private sewer utility systems, for both technical and policy reasons. Therefore the question posed at the meeting was whether neighbouring property owners were willing and able to cooperate in funding a Class A sewer treatment system for CVRD ownership.

The meeting did not produce any commitment by the applicant or neighbouring owners for the financial and time investment required for establishing a community sewer system at this time. Furthermore, discussions regarding shared public road into the subdivision did not generate any clear plans for improving this proposal or accommodating development of adjacent properties in the future. Therefore, no changes have been made to this application from what was presented to the EASC in June.

### **Site Context**

The subject property is located along Chemainus Road, in Saltair's commercial core. A large portion of the site is occupied by Stocking Creek, which runs north-south towards the western property line. The subject property has a split Official Community Plan designation and zoning: the portion of the site closest to Chemainus Road is zoned C-2 (Local Commercial), while the remainder, encompassing Stocking Creek, is zoned R-2 (Suburban Residential). The OCP designations of Commercial and Suburban Residential follow the same boundary.

In describing the land, there are effectively two distinct components of the lot. Beginning from the Chemainus Road frontage, the eastern side of the subject property has been highly altered by historical commercial land uses; early succession alders, invasive plants and piled materials are visible. There are no existing buildings. The eastern end of the lot is fairly level, but begins to slope towards Stocking Creek. A fairly level bench splits the slope in two parts. The large portion of the lot encompassing Stocking Creek consists of an intact and healthy riparian area. Informal walking trails travel through the subject property's riparian area, connecting to the public trails in Stocking Creek Park.

The subject property is one of several commercially zoned lots that make up Saltair's commercial core along Chemainus Road. Many of these lots are split zoned, with commercial zoning along the road frontage, and suburban residential zoning at the rear of the lots and along Stocking Creek. Few of these lots have been developed to their potential under current residential or commercial zoning. Existing businesses in the area include a general store and mini warehousing operation. North of this commercial block is a pocket of eight lots zoned R-3 (General Residential). The area is otherwise characterized by Stocking Creek parkland.

### **Proposal Overview**

The applicants are requesting that a portion of the commercial zone, as well as the entire suburban residential zone, be amended to create a new residential zone that would permit a 7 lot residential bareland strata subdivision. The density averaging provisions of the *Strata Property Act* would permit lots approximately 1290 m<sup>2</sup> (0.3 acre) in size. A 0.4 ha (1 acre) sized strata lot immediately along Chemainus Road would retain the commercial zoning and OCP designation.

### **Site Access**

The conceptual plan of subdivision shows site access to the residential lots via a private strata road connecting to Chemainus Road. The proposed strata road is 10 metres in width, as it is not subject to the same public road design standards set by the Ministry of Transportation and Infrastructure. The commercial lot fronts directly on Chemainus Road, and therefore access permits could be applied for through Ministry of Transportation and Infrastructure, as required for customer traffic and loading trucks. Duplication of access points along Chemainus Road is identified as a concern by Planning staff and Ministry of Transportation and Infrastructure. This issue is further discussed later in this report.



### **Water and Sewer Servicing**

The subject property is located within the CVRD operated Saltair Water System Service Area, and the applicants have indicated that the seven proposed lots would connect to this system.

In terms of sewer servicing, the applicants are proposing a shared on-site septic system. The system would be located on strata common property, on the level bench area between the residential lots and Stocking Creek. A report by Victor Proctor of Blue Mountain Engineering, entitled "Onsite Sanitary Waste Rationale", has been submitted, which describes soil type, amount and type of effluent, and type of treatment system. Essentially, a septic tank, "biobarrier" membrane, and pump would be located on each strata lot, and effluent from the seven strata lots and commercial development would be dispersed to the common property located to the west of strata lots 5, 6 and 7.

### **Parks and Trails**

The applicants are offering to dedicate 1.74 hectares of land to the CVRD, representing 55% of the subject property. The proposed land dedication encompasses Stocking Creek and a 30 metre riparian buffer on both sides of the creek, and would contribute to the existing Stocking Creek Park. The density averaging calculations of the proposed bare land strata subdivision include this land intended for parkland dedication. Public access to the park would be available by a statutory right of way across the common property road, which would connect to a 4 metre trail between strata lots 4 and 5.

### **Rainwater Management**

A drainage study by Blue Mountain Engineering is attached to this report, which details plans to manage rainwater generated from development of the commercial lot, the seven proposed residences, road, and driveways. Combined, the proposed development represents a 25.7% increase in impervious surfaces. The plan proposes to collect the rainwater from these areas, and direct it to an infiltration chamber, with storm event overflow directed to an existing ditch on the southern property line. The drainage study proposes to locate the infiltration chamber and overflow swale on the 4 metre trail dedication. The applicants have been advised that this infrastructure would have to be located on private property as opposed to CVRD parkland.

### **Policy Context**

#### **Official Community Plan**

The Saltair/Gulf Islands Official Community Plan Bylaw No. 2500 identifies the following policies in the Suburban Residential Section:

*7.2 The minimum parcel size in the Suburban Residential Designation will be not less than 1 hectare for parcels not connected to a community water system, and 0.4 hectare for parcels connected to a community sewer system.*

*7.7 The OCP does not support the concept of "density averaging" (the concentration of development opportunity permitted on an entire parcel onto a portion thereof) for lands in the Suburban Residential Designation.*

If this application were successful, a General Residential OCP designation would be required to accommodate the proposed density. General Residential policy 8.2 states:

8.2 *The minimum parcel size in the General Residential Designation will be:*

- 1 hectare for lands not connected to a community water system or a community sewer system;*
- 0.4 hectare for lands connected to a community water system;*
- 0.2 hectare for lands connected to a community water system and a community sewer system.*

The OCP's Liquid and Solid Waste Services policies include:

18.4 *The OCP does not support the creation of joint or shared septic tanks and fields for more than one dwelling in the OCP area, with the exception of shared septic fields for secondary suites within a dwelling unit or unless there has been a failure of an existing septic tank/field system and no other alternative exists.*

The Natural Environment section states:

3.10 *The OCP considers stormwater management to be a top priority for new development proposals. Where possible, landowners are encouraged to develop on-site stormwater retention systems to reduce off-site stormwater runoff. Any new development in Saltair should undertake to prevent stormwater runoff onto adjacent parcels.*

In Section 14, Parks and Trails, objective c) is *to continue to place a high priority on the expansion of Stocking Creek Park.*

Policy 14.3 b) *The Board will only consider parkland explicitly accepted as such by the CVRD as counting towards the 5% park dedication required by the Local Government Act. Lands such as returns to Crown and environmental setback areas will not be counted in the 5% calculation.*

### **Zoning**

Under the existing R-2 and C-2 zoning, the theoretical development potential is 2 residential lots and 2 commercial lots.

If the property was rezoned to R-3 zone, the 0.4 ha minimum lot size with community water connection and density averaging provisions of the Bareland Strata Regulation would permit the 7 proposed lots of 1290 m<sup>2</sup>. The permitted uses in the R-3 zone include:

- 1) Single family dwelling
- 2) Bed and Breakfast accommodation
- 3) Buildings and structures accessory to a principal permitted use
- 4) Residential day care centre
- 5) Home-based business
- 6) Horticulture
- 7) Secondary suite on parcels 0.4 ha or larger

Alternatively, a new zone within the General Residential Plan designation could be introduced to the Area G Zoning Bylaw, which is specifically tailored to this proposal. Further, an amendment to the bylaw would be required to allow for fee simple parkland dedication to be used in calculating the bareland strata lot yield.

### **Development Permit Areas**

Development of the subject property, including subdivision, would be subject to the Stream Protection Development Permit Area, in accordance with OCP Bylaw No. 2500. The applicants have already submitted a draft Riparian Areas Assessment, which assigns Stocking Creek a 21 metre Streamside Protection and Enhancement Area (SPEA). No construction is being

proposed in the 30 metre riparian assessment area, as the entire area would be dedicated as parkland.

The Stormwater Management Development Permit Area, as outlined in Section 20.6 of the OCP, may apply to the subject property if this application is successful. This DPA pertains to recently subdivided lots less than 0.2 ha in size within the General Residential Plan designation. The Stormwater Management DPA provides guidelines for minimizing the generation and runoff of rainwater flows by limiting site imperviousness (roofs, paving, etc.), encouraging natural soils and vegetation to be maintained on site, and implementing engineered stormwater management measures.

The *Local Government Act* also grants development permit powers for intensive residential development, which could be implemented to create form and character guidelines for this proposal. Issues that could be addressed through an introduced development permit area include underground utilities, landscape buffering against adjacent commercial uses, street trees, pedestrian safety, crime prevention through environmental design, etc.

### **Advisory Planning Commission**

The Area G APC minutes from their meeting held February 10<sup>th</sup>, 2011 are attached to this report. The APC raises various issues, including sewage treatment, stormwater management, and land use policy, but are overall supportive of the application.

### **Referral Agency Comments**

This application was referred to government agencies on December 14, 2010. The following is a list of agencies that were contacted and the comments received.

- Ministry of Transportation – No objection. Applicant to apply to the Ministry of Transportation and Infrastructure for one commercial access to Chemainus Road. Any additional accesses to the commercial development will require reciprocal easement agreements over the common strata road.
- Chemainus Volunteer Fire Department – We would like to have a fire hydrant put on the corner of Chemainus Road and the proposed common property access road, on the south side of the access road.
- School District No. 79- *No comments received.*
- Chemainus Nation – *See attached email.*
- Vancouver Island Health Authority – *Approval not recommended: The current plan does not meet the intent of our Standards. If application is made to the MOTI, I normally would see this proposal through the referral process to evaluate the proposed common septic area.*
- CVRD Engineering and Environmental Services Department – *Approval recommended subject to conditions: This property is within Saltair Water System which is capable of providing service for seven additional properties. Currently, the CVRD does not own or operate a sewer service area in this area. Water Management agrees with Planning and Development that "By nature of being shared, strata septic systems often suffer from lack of maintenance and investment". Water management would consider operating a small sewer system; however sewage treatment must be to a Class A effluent standard and meet minimum 50 homes (or equivalent size). I understand that this development does not meet this size, however if adjacent development met a 50 lot minimum, we would entertain a small community sewer system.*
- CVRD Parks, Recreation and Culture Department – *See attached staff memo and revised Parks Commission motion.*
- CVRD Public Safety Department – *See attached memo*

## **Development Services Division Comments**

### **Site Access**

This application is proposing to develop a residential subdivision in Saltair's core largely in isolation of future commercial or residential uses, which raises the concern of duplicating vehicle access points along Chemainus Road. Should staff be directed to draft amendment bylaws, we recommend that measures be taken to ensure that a single access point be shared by the proposed commercial lot, the 7 residences, and the commercial lot to the north. This could be accomplished through dedication of a portion of the private road to MOTI, or registration of reciprocal easements to grant legal access.

### **Public Safety**

The Chemainus Volunteer Fire Department recommends a fire hydrant be installed at the corner of Chemainus Road and the proposed strata road. CVRD Engineering and Environment department has stated that installation of fire hydrant could be made a condition of connecting the residential units to the Saltair Water system. The Chemainus Fire Department also confirmed that the strata road's width is sufficient for emergency vehicles.

### **Amenity Commitments**

Should this application proceed, the parkland dedication commitment should be secured through registration of a covenant on the subject land prior to bylaw adoption. The covenant would require transfer of lands in fee simple ownership to the CVRD at time of subdivision. The covenant should be drafted prior to public hearing to ensure the amenity contribution is clearly defined. Further, the rainwater management plan proposed by Blue Mountain Engineering would have to be revised, such that all rainwater management infrastructure is located on strata property, and not on land to be dedicated to CVRD.

In 2007, the Saltair District Ratepayer's Association and Area G APC produced a document entitled "A Proposed Vision for Central Saltair: Analysis of a Community Survey". In that survey, 73% of respondents agreed that an outdoor area that promotes a sense of community (landscaping, benches, bus shelter, etc.) should be included in development in the Saltair Core. At this point, no outdoor features have been proposed in this application.

### **Sewer Servicing**

The Area G Official Community Plan identifies the subject property's location as part of the commercial focal point of Saltair. Generally speaking, this proposal fits community planning principles that encourage a mix of residential and commercial uses in a community core. However, achieving a mix of higher housing densities and commercial development in a village core is problematic without appropriate sewer servicing in place. The strata sewer system proposed in this application is inconsistent with the Liquid Waste Policy 18.4, which states "*the OCP does not support the creation of joint or shared septic tanks and fields for more than one dwelling in the OCP area, with the exception of shared septic fields for secondary suites within a dwelling unit or unless there has been a failure of an existing septic tank/field system and no other alternative exists*". The risks presented by private septic systems have been identified by the community through OCP policy, and are reinforced by the comments received from CVRD Engineering and Environment department and Vancouver Island Health Authority.

A primary concern is the long term environmental impact of a private system adjacent to Stocking Creek. These systems are not regulated by the CVRD, and lack of investment and maintenance has potentially detrimental effects on the area's groundwater. Bareland strata subdivisions that meet minimum lot size of a zoning bylaw are commonly approved if technical requirements of VIHA and MOTI are satisfied. However, with the request for additional density, the CVRD is effectively being asked whether density averaging and strata systems are an appropriate form of development in this community.

## Conclusion

Staff and the applicant have made an effort to improve this application, but have been unable to find a resolution to the difficult issues of sewer servicing and ensuring this development is compatible with future development of the village core. The results of the joint meeting indicate a lack of willingness and ability to fund such a community system, and a lack of cooperation to thoughtfully plan an improved road network. Due to concerns with the proposed septic system, coupled with the fact that this application is proposing development of one lot in isolation of a comprehensive development plan for the area, staff are recommending that this application be denied.

## Options

### Option A:

That Rezoning and OCP Amendment Application 1-G-10RS (Laird for Christie) be denied, and that a partial refund be given to the applicant in accordance with CVRD Development Applications Procedures and Fees Bylaw No. 3275, due to this proposals inconsistency with the OCP's Liquid Waste policy against shared sewer systems.

### Option B:

1. That draft bylaws be prepared and presented at a future EASC meeting.
2. That a professional engineer prepares an operational plan for ongoing maintenance of the sewage treatment system, and a draft covenant is submitted to ensure maintenance recommendations are implemented.
3. That the drainage study be revised such that all proposed rain water management infrastructure is removed from proposed parks area and relocated to strata property.
4. That a draft covenant be submitted respecting parkland dedication and public access.
5. That a draft covenant be submitted to ensure dedication of private road to MOTI at time of subdivision, to prevent duplication of access points along Chemainus Road.
6. That the applicants agree in writing to the costs associated with installation of a fire hydrant, in a location suitable to the CVRD.
7. That if this application proceeds to subdivision approval process, that the request for an Archaeological Overview Assessment be forwarded to MOTI, and the results of any assessment be communicated to the Stz'uminus First Nation.
8. That application referrals from Vancouver Island Health Authority, Ministry of Transportation and Infrastructure, Chemainus Volunteer Fire Department, School District No. 79 and Chemainus First Nation be accepted.
9. That a Certificate of Compliance is issued by the Ministry of Environment, prior to adoption of bylaws.

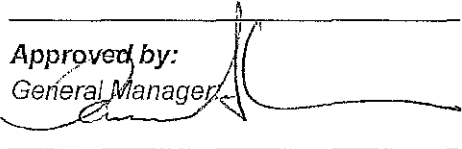
## Staff recommend Option A.

Submitted by,



Alison Garnett, Planner I  
Development Services Division  
Planning and Development Department

AG/ca

<p><b>Reviewed by:</b> Division Manager:</p> <p><b>Approved by:</b> General Manager:</p>	
---	--



Cowichan  
Valley  
Regional  
District

This map is compiled from  
various sources for internal  
use and is designed for  
reference purposes only.

The Regional District does not  
warrant the accuracy.

All persons making use of this  
compilation are advised that  
amendments have been  
consolidated for convenience  
purposes only and that  
boundaries are representational.

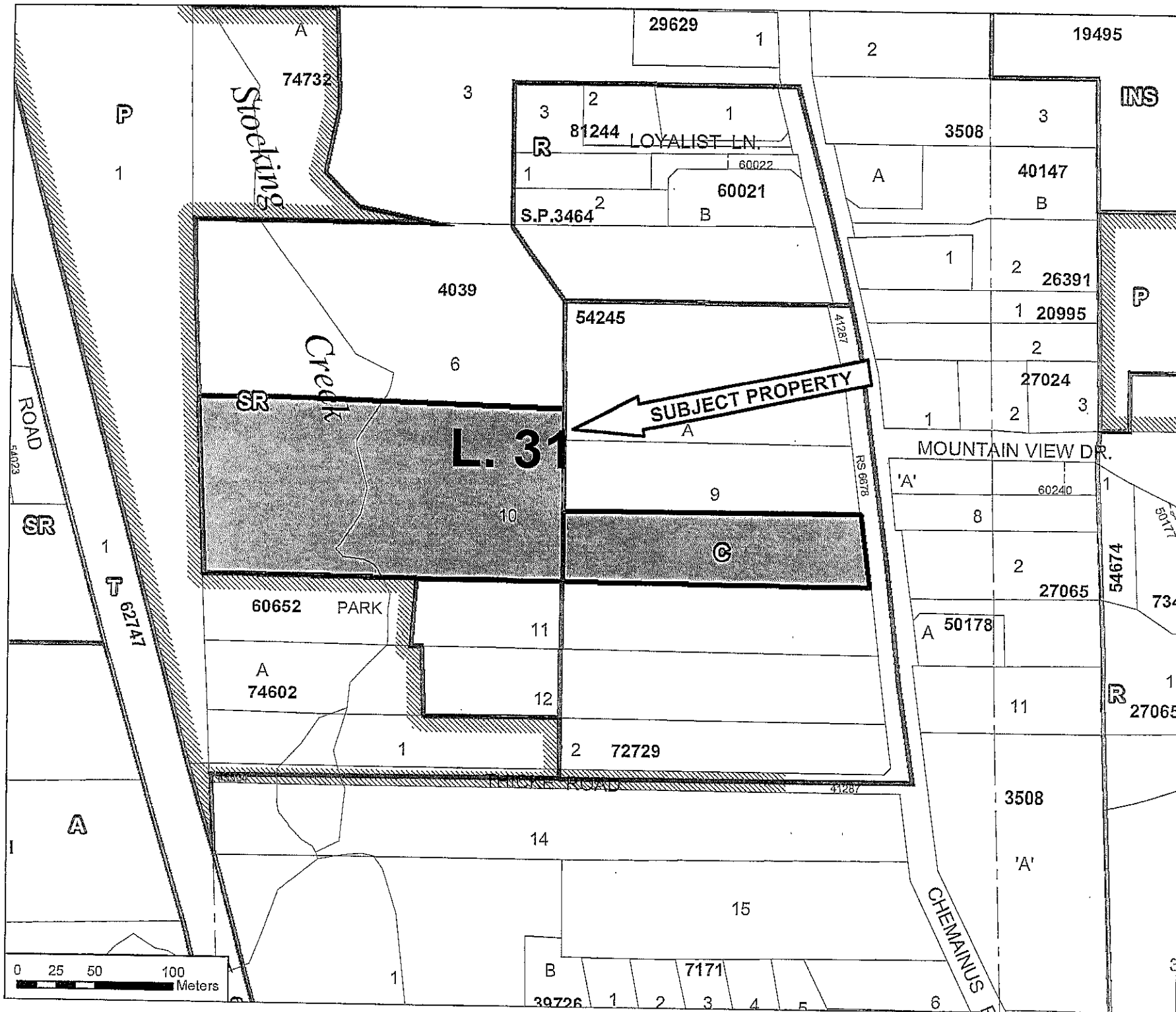
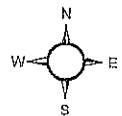
The original Bylaws should be  
consulted for all purposes of  
interpretation and application  
of the Bylaws.

FILE: 1-G-10-RS

OCP

Legend

- Subject Property
- OCP Electoral Area G





Covachan  
Valley  
Regional  
District

This map is compiled from  
various sources for internal  
use and is designed for  
reference purposes only.

The Regional District does not  
warrant the accuracy.

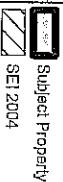
All persons making use of this  
compilation are advised that  
amendments have been  
consolidated for convenience  
purposes only and that  
boundaries are representational.

The original Bylaws should be  
consulted for all purposes of  
interpretation and application  
of the Bylaws.

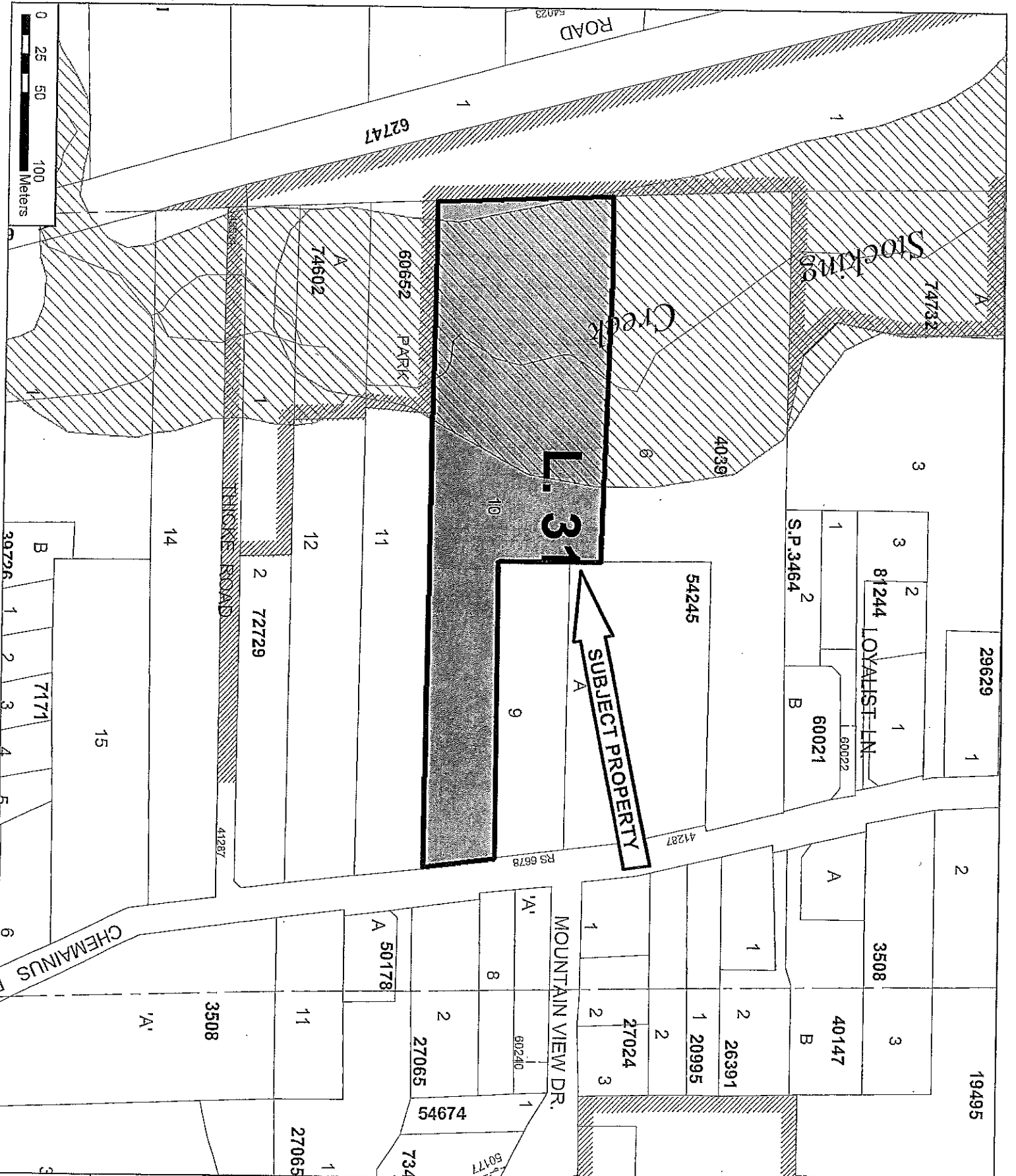
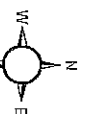
FILE: 1-G-10-RS

## Sensitive Ecosystem Inventory

Legend



SEI 2004



0 25 50 100  
Meters



Covichan Valley Regional District

This map is compiled from various sources for internal use and is designed for reference purposes only.

The Regional District does not warrant the accuracy.

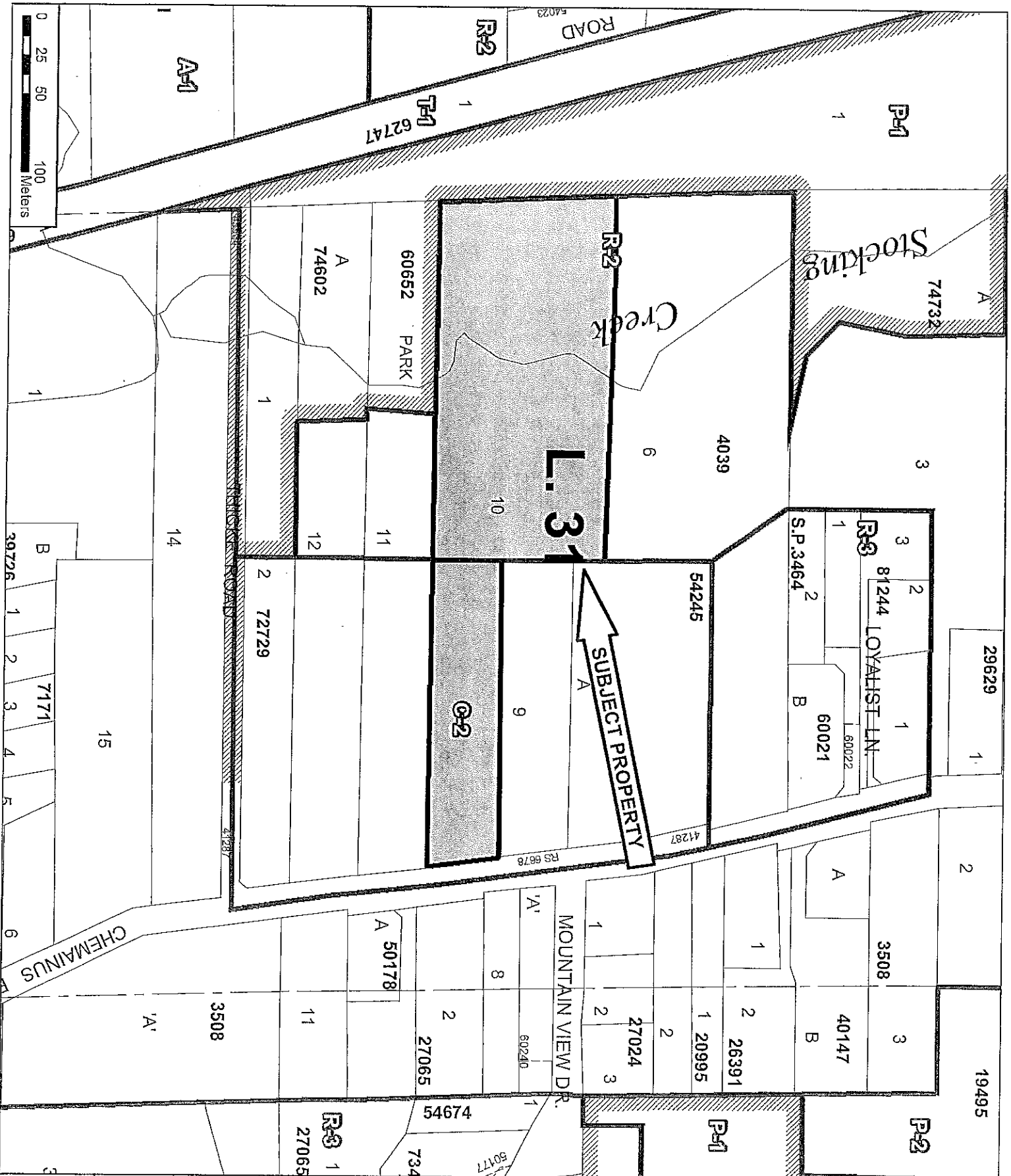
All persons making use of this compilation are advised that amendments have been consolidated for convenience purposes only and that boundaries are representational.

The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

FILE: 1-G-10-RS

# ZONING

- Legend
- Subject Property
  - Zoning Electrical Area G





PLAN OF PROPOSED STRATA DEVELOPMENT OF  
LOT 10, DISTRICT LOT 31, OYSTER DISTRICT,  
PLAN 4039, EXCEPT PART IN PLAN 41287.

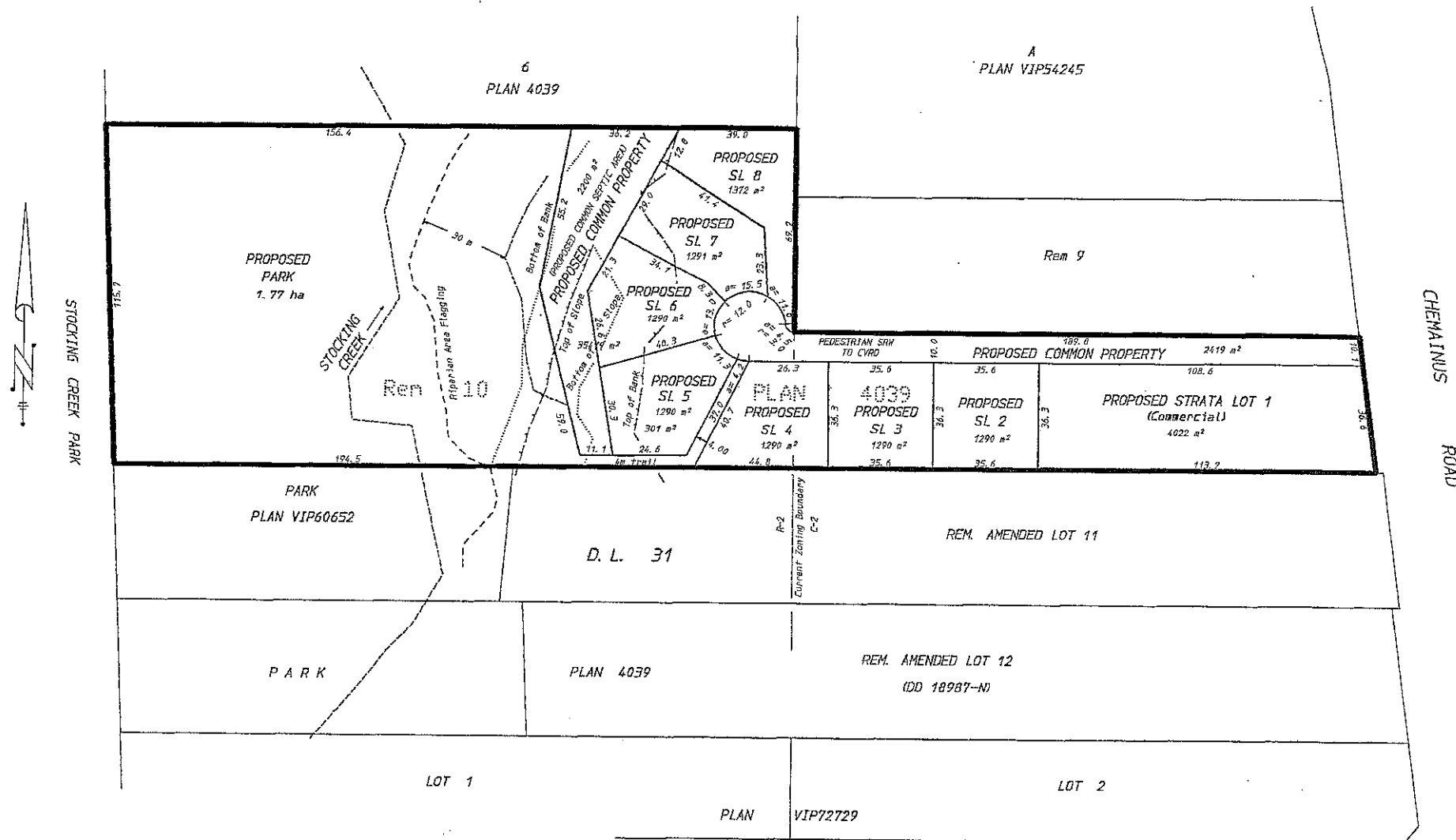
SCALE 1 : 1000



All distances are in metres.

Note: Rem Lot 10 lies within the C.V.R.D.  
Area G and is Zoned R-2 and C-2.  
Bylaw setback requirements are as follows:  
R-2 Residential & Accessory Uses  
Front 7.5 m  
Side (Interior) 3.0 m  
Side (Exterior) 4.5 m  
Rear 7.5 m

C-2 setbacks for buildings and structures  
all parcel lines 4.5 m



Total Area	3.55 ha
Proposed Park Area	1.77 ha
Proposed Common Property (adjacent to Park)	0.22 ha
Proposed Common Property (Access)	0.24 ha

THICKE ROAD (PLAN 41287)



**PROJECT:** RAR Assessment  
10830 Chemainus Road, Saltair

**LOCATION:**  
Saltair

**CLIENT:**  
Keith Christie

**DOSSIER NO:**  
10.0086

**ASSESSED BY:**  
Tyler Innes, M.Sc., R.P.Bio.

**FIELD VISIT:**  
April 6, 2010 & Oct 16, 2010

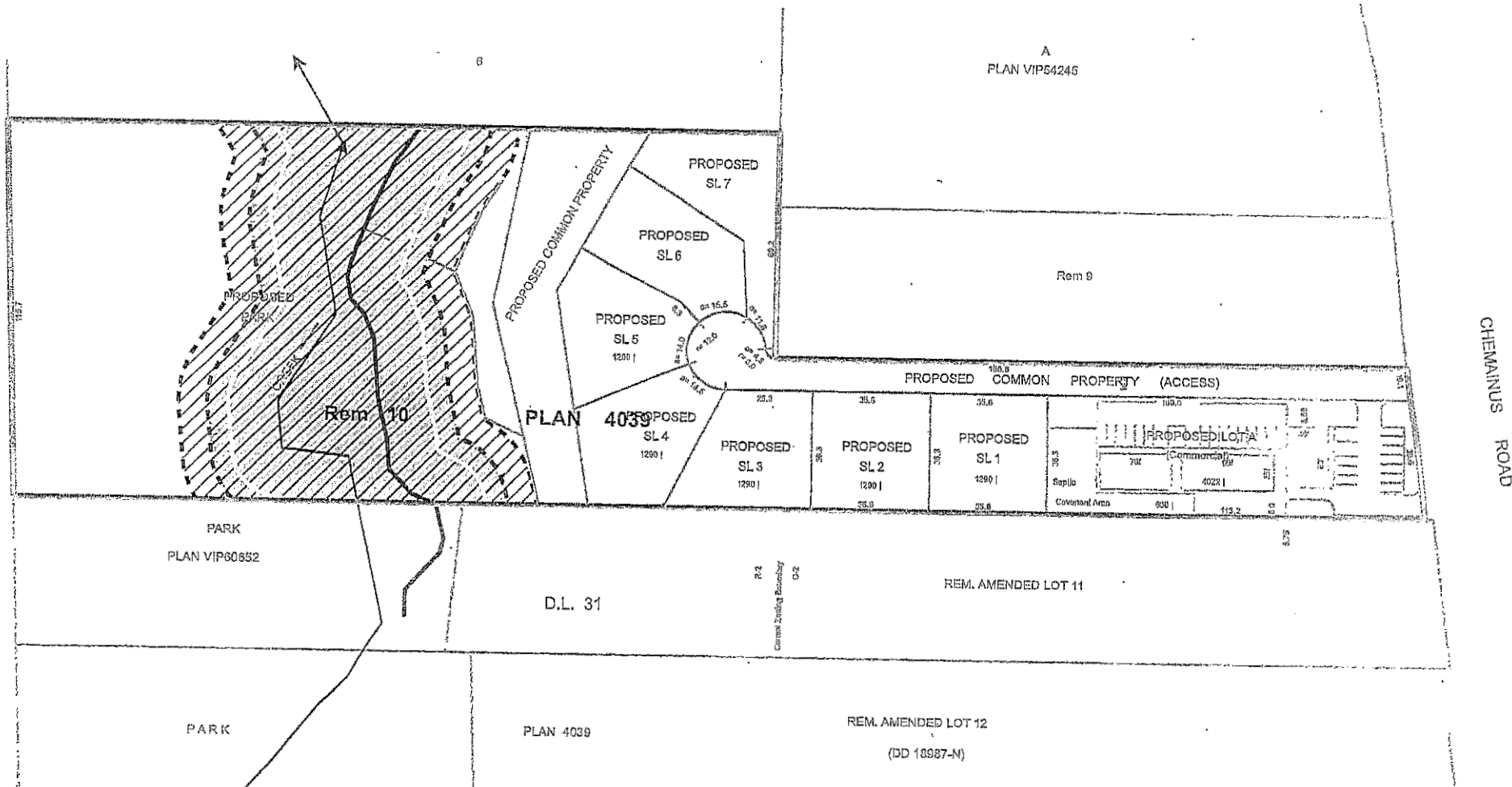
**MAP SCALE:**  
1:1,850

**MAPPING DATE:**  
Oct. 27, 2010

**DRAWN BY:**  
Anna Jeffries



STOCKING CREEK PARK



### LEGEND

- Property Boundary
- Parcel Boundary
- Creek
- High Water Mark
- Riparian Assessment Area (30m)

- Maximum SPEA (21.4m)
- Zones of Sensitivity**
- Shade (N/A)
- Large Woody Debris (21.4m)
- Insect Drop / Litterfall (15m)

0 20 40 60 80 100  
m

\*All features on this map are approximate. Features measured in the field were located using a handheld GPS and accuracy can only be guaranteed to 15m\*

LOT 2  
THICKE ROAD (PLAN 41287)  
VIP72729

## 5.4 R-3 GENERAL RESIDENTIAL 3 ZONE

Subject to compliance with the general regulations detailed in Part 3 of this Bylaw, the following regulations apply in the R-3 Zone:

### 1. Permitted Uses

The following principal uses and no others are permitted in the R-3 Zone:

- (a) Single family dwelling;

The following accessory uses are permitted in the R-3 Zone:

- (b) Bed and breakfast accommodation;
- (c) Buildings and structures accessory to a principal permitted use;
- (d) Residential day care centre;
- (e) Home-based business;
- (f) Horticulture;
- (g) Secondary suite on parcels 0.4 ha or larger.

### 2. Minimum Parcel Size

The minimum parcel size in the R-3 Zone is:

- (a) 1 hectare if not connected to a community water system.
- (b) 0.4 hectare if connected to a community water system;
- (c) 0.2 hectare if connected to a community water system and a community sewer system.

### 3. Number of Dwellings

Not more than one dwelling is permitted on a parcel under 0.4 hectare in area, that is zoned R-3. For parcels zoned R-3 that are 0.4 hectare in area or larger, one secondary suite is also permitted.

### 4. Setbacks

The following minimum setbacks apply in the R-3 Zone:

Type of Parcel Line	Residential Use	Accessory Residential Use
Front parcel line	7.5 metres	7.5 metres
Interior side parcel line	3.0 metres or 10% of the parcel width, whichever is less	3.0 metres or 10% of the parcel width, whichever is less, or 1 metre if the building is located in a rear yard
Exterior side parcel line	4.5 metres	4.5 metres
Rear parcel line	4.5 metres	4.5 metres

### 5. Height

The height of all buildings and structures in the R-3 Zone shall not exceed 7.5 metres, except in accordance with Section 3.8 of this Bylaw.

### 6. Parcel Coverage

The parcel coverage in the R-3 Zone shall not exceed 35 percent for all buildings and structures.

### 7. Parking

Off-street parking in the R-3 Zone shall be provided in accordance with Section 3.13 of this Bylaw.



## THE SUSTAINABILITY CHECKLIST For Rezoning and Development Permit Applications

**REZONING** ☒

**DEVELOPMENT PERMIT** ☐

**Uses Proposed:**

☒ Single Family Residential

☐ Industrial

☐ Multi Family

☐ Institutional

☐ Commercial

☐ Agricultural

☐ Other \_\_\_\_\_

### Environmental Protection and Enhancement

Please explain how the development protects and/or enhances the natural environment. For example does your development:

		YES	NO	N/A	EXPLANATION
1.	Conserve, restore, or improve natural habitat?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.	Remove invasive species?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.	Impact an ecologically sensitive site?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4.	Provide conservation measures for sensitive lands beyond those mandated by legislation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GAVE UP PARK
5.	Cluster the housing to save remaining land from development and disturbance?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6.	Protect groundwater from contamination?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	INFILTRATORS

Please explain how the development contributes to the more efficient use of land. For example does your development:

		YES	NO	N/A	EXPLANATION
7.	Fill in pre-existing vacant parcels of land?	✓			
8.	Utilize pre-existing roads and services?	✓			
9.	Revitalize a previously contaminated area?		✓		
10.	Use climate sensitive design features (passive solar, minimize the impact of wind and rain, etc.)?			✓	
11.	Provide onsite renewable energy generation such as solar energy or geothermal heating?			✓	

Please explain how the development facilitates good environmentally friendly practices. For example does your development:

		YES	NO	N/A	EXPLANATION
12.	Provide onsite composting facilities?			✓	
13.	Provide an area for a community garden?			✓	
14.	Involve innovative ways to reduce waste, and protect air quality?			✓	
15.	Include a car free zone?			✓	
16.	Include a car share program?			✓	

Please explain how the development contributes to the more efficient use of water. For example does your development:

		YES	NO	N/A	EXPLANATION
17.	Use plants or materials in the landscaping design that are not water dependant?		✓		
18.	Recycle water and wastewater?		✓		

		YES	NO	N/A	EXPLANATION
19.	Provide for no net increase to rainwater run-off?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	INTEGRATOR 8
20.	Utilize natural systems for sewage disposal and rain water?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21.	Use energy saving appliances?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Please explain how the development protects a 'dark sky' aesthetic by limiting light pollution and light trespass from outdoor lighting. For example does your development:

		YES	NO	N/A	EXPLANATION
22.	Include only "Shielded" Light Fixtures, where 100% of the lumens emitted from the Light Fixture are retained on the site?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Please explain how the project will be constructed sustainably.

		YES	NO	N/A	EXPLANATION
23.	Built to a recognized green building standard i.e., Built Green BC, LEED Standard, etc.?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
24.	Reduce construction waste?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
25.	Utilize recycled materials?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
26.	Utilize on-site materials/ reduce trucking?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
27.	Avoid contamination?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
28.	Please outline any other environmental protection and enhancement features.				

## Community Character and Design

Does the development proposal provide for a more "complete community" within a designated Village Centre? For example does your development:

		YES	NO	N/A	EXPLANATION
1.	Improve the mix of compatible uses within an area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.	Provide services, or an amenity in close proximity to a residential area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	NEW PARK DEDICATION

		YES	NO	N/A	EXPLANATION
3.	Provide a variety of housing in close proximity to a public amenity, transit, or commercial area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Please explain how the development increases the mix of housing types and options in the community. For example does your development:					
		YES	NO	N/A	EXPLANATION
4.	Provide a housing type other than single family dwellings?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5.	Include rental housing?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
6.	Include seniors housing?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
7.	Include cooperative housing?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Please explain how the development addresses the need for affordable housing in the community. For example does your development:					
		YES	NO	N/A	EXPLANATION
8.	Include the provision of Affordable Housing units or contribution to?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ONLY 7 HOMES!
Please explain how the development makes for a safe place to live. For example does your development:					
		YES	NO	N/A	EXPLANATION
9.	Have fire protection, sprinkling and fire smart principles?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10.	Help prevent crime through appropriate site design?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11.	Slow traffic through the design of the road?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Please explain how the development facilitates and promotes pedestrian movement. For example does your development:					
		YES	NO	N/A	EXPLANATION
12.	Create green spaces or strong connections to adjacent natural features, parks and open spaces?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	NEW PARK ALONG CREEK
13.	Promote, or improve trails and pedestrian amenities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

		YES	NO	N/A	EXPLANATION
14.	Link to amenities such as school, beach & trails, grocery store, public transit, etc.? (provide distance & type)	✓			

Please explain how the development facilitates community social interaction and promotes community values. For example does your development:

		YES	NO	N/A	EXPLANATION
15.	Incorporate community social gathering places? (village square, halls, youth and senior facilities, bulletin board, wharf, or pier).				TOO SMALL
16.	Use colour and public art to add vibrancy and promote community values?			✓	
17.	Preserve heritage features?				SAVED TREES ALONG CREEK
18.	Please outline any other community character and design features.				

## Economic Development

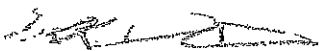
Please explain how the development strengthens the local economy. For example does your development:

		YES	NO	N/A	EXPLANATION
1.	Create permanent employment opportunities?			✓	
2.	Promote diversification of the local economy via business type and size appropriate for the area?			✓	
3.	Increase community opportunities for training, education, entertainment, or recreation?			✓	
4.	Positively impact the local economy? How?				7 NEW HOMES TO BE BUILT
5.	Improve opportunities for new and existing businesses?			✓	
6.	Please outline any other economic development features.				



Other sustainable features?

**Disclaimer:** Please note that staff are relying on the information provided by the applicant to complete the sustainability checklist analysis. The CVRD does not guarantee that development will occur in this manner.

  
\_\_\_\_\_  
Signature of Owner

Date Oct. 29 / 10

\_\_\_\_\_  
Signature of Agent

Date \_\_\_\_\_



## **MEMORANDUM**

**DATE:** April 18, 2011 **FILE NO:** 1-G-10 R

**TO:** Alison Garnett, Planner 2, Planning and Development

**FROM:** Tanya Soroka, Parks and Trails Planner

**SUBJECT:** Proposed rezoning of Lot 10, DL 31, Oyster District, Plan 4039, except part in plan 41287 – Park dedication comments

---

Parks and Trails staff along with the Electoral Area G – Saltair/Gulf Islands Parks Commission have reviewed this Rezoning Application and the commission passed the following motion at their meeting of March 8, 2011:

**“It was proposed by Tim Godau and seconded by Paul Bottomley to accept the rezoning proposal on the Laird property with 55 % of total property be deemed parkland” be donated to the CVRD.”**

Parks staff also requested a 4 metre wide trail corridor, dedicated to the CVRD as a separately titled lot, running from the end of the cul de sac between SL4 and SL3, along the southern portion of SL4 and the Common Property septic area in order to link to the proposed 1.74 hectare park. (See attachment #3) This would allow residents in this new subdivision to access Stocking Creek Park. A statutory right of way (SRW) will need to be registered in favour of the CVRD on the common property strata road from the start of the trail to Chemainus Road to allow for public access to the trailhead.

A section 219 covenant will be registered on the property to ensure that the dedicated park land area will be dedicated to the CVRD at the subdivision approval stage. Once the park has been dedicated as a separately titled lot, the covenant will be removed.

Once Parks staff receives an updated plan from the applicant showing the trail corridor and planning staff advises Parks staff that the application is moving forward, a section 219 covenant will be drafted up through our lawyer prior to public hearing.

Sincerely,

Tanya Soroka  
Parks and Trails Planner  
Parks, Recreation and Culture Department

TS/lag

cc: M. Dorey, Director, Electoral Area G- Saltair/Gulf Islands  
Hal Laird, Applicant

Z:\gale\Parks\Parks 2011\Tanya\Memo to Planning re Parks\_Laird.docx

**MINUTES OF ELECTORAL AREA "G" (SALTAIR/GULF ISLANDS)**  
**PARKS COMMISSION MEETING**

**DATE:** April 4<sup>th</sup>, 2011

**TIME:** 7:00 PM

**MINUTES** of the Electoral Area G Parks Commission regular meeting held on the above noted date and time at the Water Board Building, Saltair BC.

**PRESENT:**

Chairperson: Harry Brunt

Secretary: Jackie Rieck

Members: Tim Godau, Norm Flinton, Paul Bottomley, Glen Hammond

**ABSENT:**

Members: Dave Key, and Kelly Schellenberg

**ALSO PRESENT:**

Director: Mel Dorey

**ACCEPTANCE OF MINUTES:**

An amendment was required of the March 8<sup>th</sup>, 2011 Minutes on Page 3 under "DIRECTOR'S REPORT" original Motion proposed and Carried read as:

**MOTION:** It was proposed by Tim Godau and seconded by Paul Bottomley to accept the rezoning proposal on the Laird property with 55% of total property be deemed "parkland" be donated to the CVRD.

**AMENDED MOTION:** It was proposed by Tim Godau and seconded by Paul Bottomley to accept the rezoning proposal on the Laird property with the stipulation that 55% of total property be donated to the CVRD as parkland as well as a dedicated public access trail extension from the end of the cul de sac through lots #3 and #4 through to the common property field which would provide a link to the proposed park land.

**MOTION CARRIED**

## **APPROVAL OF AGENDA:**

Motion to approve Agenda as submitted.

## **MOTION CARRIED**

## **STANDING REPORTS:**

### CVRD UPDATE:

Harry reviewed the CVRD Capital Projects Report from Ryan Dias. There are plans to repave the smaller sport court some time during the summer months. Stairs to Stocking Creek Falls are on hold. New trail building plans from recently acquired land acquisition has the green light to proceed.

### CENTENNIAL PARK:

After some discussion it was agreed upon to cancel the repaving plans for the smaller sport court as members felt that the asphalt from the tennis practice area should be removed and grass planted in its place. Trimming of overhanging branches and removal of tree debris along all bark mulch trails is needed.

There was a complaint received that dog owners are still not cleaning up dog waste left behind by their pets.

Tim Godau noted that the new bear proof garbage bins need rectangle shaped inner containers.

Currently, they house round oil cans that are not suitable, as garbage is falling in along side of the cans which then requires unnecessary clean-up for our park custodian.

### PRINCESS DIANA PARK:

Harry to talk to Ryan about East Entrance culvert project. Spring trail maintenance is required, branch and brush trimming and debris clean up is needed.

### STOCKING CREEK PARK:

Brush cutting is required on encroaching foliage along all Stocking creek trails. Thick Road pot holes have been filled in.

Closed Session.

## Alison Garnett

---

**From:** Ray Gauthier [Ray.Gauthier@coastsalishdevcorp.com]  
**Sent:** Tuesday, June 14, 2011 3:09 PM  
**To:** Alison Garnett  
**Subject:** RE: CVRD Rezoning application referral- 1-G-10 RS (Laird for Christie)

Alison,

As per our conversation, Stz'uminus First Nation has no real concerns in respect to the subdivision application other than our normal title and rights concerns. Given this is fee simple property we would request that prior to approvals, the CVRD would request an archaeological overview assessment be completed. If concerns are produced from the report we would expect an archaeological impact assessment be done. Once digging commences we would also expect to be notified if any artifacts, bones or middens are discovered. Thank you for your referral in this matter.

*Ray R Gauthier*  
CEO,  
Coast Salish Development Corporation  
Phone: 250-924-2444  
Cell: 250 - 210-8914  
Email: [Ray.Gauthier@coastsalishdevcorp.com](mailto:Ray.Gauthier@coastsalishdevcorp.com)

*"Nearly all men can stand adversity, but if you want to test a man's character, give him power."*

CONFIDENTIALITY NOTICE: This e-mail, including attachments, is intended only for the addressee and contains information that is confidential and may be privileged. If you are not the intended recipient of this e-mail, you may not copy, forward, disclose or otherwise use it, or any part of it, and any action in reliance on the contents is strictly prohibited. If you have received this e-mail in error please delete or destroy it and notify the sender immediately. Thank you, Coast Salish Development Corporation.

---

**From:** Alison Garnett [<mailto:agarnett@cvr.bc.ca>]  
**Sent:** June-09-11 9:31 AM  
**To:** Ray Gauthier  
**Subject:** CVRD Rezoning application referral- 1-G-10 RS (Laird for Christie)

Good morning Ray,

Further to our phone conversation this morning, I'm re-sending the staff report for a rezoning application in Saltair, along Stocking Creek. Please let me know if you have any questions about the application.

The next step in our rezoning process is review by the CVRD's Electoral Areas Services Committee. To meet the deadline for the upcoming meeting, I would appreciate any comments from you by Tuesday June 14<sup>th</sup>.

Thanks,  
Alison

Alison Garnett  
Planner, Development Services Division  
Planning and Development Department  
Cowichan Valley Regional District  
175 Ingram St, Duncan BC, V9L 1N8



## MEMORANDUM

**DATE:** December 17, 2010 **FILE NO:** 1-G-10RS

**TO:** Alison Garnett, Planner, Planning and Development Services

**FROM:** Sybille Sanderson, Acting General Manager Public Safety

**SUBJECT:** Rezoning Application No. 1-G-10RS – 10830 Chemainus Road

---

In review of Application No. 1-G-10RS (Laird, for Christie and Ritchie) to amend Electoral Area G Saltair/Gulf Islands zoning bylaw No. 2524 and Official Community Plan bylaw no. 2500, for the purposes of re-designating and rezoning the property following comments affect the delivery of emergency services within the proposed area:

- ✓ Proposal is within the boundaries of the CVRD Regional Emergency Program.
- ✓ Proposal is within Duncan RCMP Detachment area.
- ✓ Proposal is within British Columbia Ambulance (Station 149 Chemainus) response area.
- ✓ Proposal is within the Saltair Fire Protection response area serviced by the North Cowichan Fire Department – Chemainus Hall.

Public Safety has the following concerns and recommendations:

- The Community Wildfire Protection Plan has identified this area as a **moderate risk** – which is defined as: “will not support a crown fire but will support surface fire spread that could directly impact adjacent structures. Suppression success likely.”
- The water system for the properties must be compliant with “NFPA 1142, Standard on Water Supplies for Suburban and Rural Fire Fighting” to ensure necessary firefighting water flows.
- Proposed access/egress, as well as road width to the property presents a serious concern. Sufficient access/egress must be provided to allow simultaneous access and turning radius for emergency services equipment including fire trucks, as well as egress of citizenry if evacuation is necessary.

It is noted that the North Cowichan Fire Department – Chemainus Hall has been asked to comment on this proposal and their concerns should be taken into consideration.

Together Building Community Emergency Resilience

*Sybille Sanderson*

## **Alison Garnett**

---

**From:** Louise Knodel Joy  
**Sent:** Thursday, March 24, 2011 9:30 AM  
**To:** Alison Garnett  
**Subject:** 10830 Chemainus Road  
**Attachments:** SKMBT\_C45011032321110.pdf

Hi Alison,

Further to our review of the rezoning of 10830 Chemainus Road, with regards to the Saltair water system, Engineering and Environment (E & E) will require the a water extension if this subdivision were to proceed.

An engineer must design the extension with the approvals by the CVRD and Vancouver Island Health Authority as well as a permit from Ministry of Transportation to work in the road allowance.

Water meters must be installed at all of the property lines of newly proposed lots. A fire hydrant will be required on Chemainus Road as the reach from existing hydrants will not meet the newly proposed lots. (see attached map) Furthermore water meters must be installed at the property lines of these new lots. The developer must liaise with E & E prior to any design and construction.

Thanks,  
Louise

Louise Knodel-Joy  
Sr. Engineering Technologist  
Water Management  
Cowichan Valley Regional District  
Duncan, BC  
Tel: 250-746-2536  
Fax: 250-746-2543  
Toll Free: 1-800-665-3955

If you are not the intended recipient of this e-mail and attachments, please notify the sender by return e-mail and delete the e-mail and attachments immediately. This e-mail and attachments may be confidential and privileged. Confidentiality and privilege are not lost by this e-mail and attachments having been sent to the wrong person. Any use of this e-mail and attachments by an unintended recipient is prohibited.

access ramp on the north side of the dwelling. Given the minor nature of the project and in order to expedite the application the APC decided to deal with this project as well.

After reviewing the plans for the project the following motion was made:

*That the Advisory Planning Commission has no objection to the proposal to construct footings for a wheelchair access ramp on the Cromp property.*

Carried Unanimously

**3. Application to legitimize and finish construction of a single family dwelling (Development Permit Application No. [REDACTED])**

[REDACTED] were present for this item. The purpose of this application is to allow the completion of the construction of a dwelling within the Ocean Shoreline Development Permit Area. [REDACTED] provided background information with respect to the application. The project originally started as a renovation to an existing dwelling which was necessary as a result of extensive damage caused by carpenter ants. However, it became apparent that the changes needed to the structure were so extensive as to virtually require the replacement of the building. As a result, work was halted and a development permit applied for. The new structure is being built on the same foot plate as the original building. A geotechnical report was commissioned by the applicant and contained a number of recommendations as to how the project should proceed.

Following discussion of the application, the following motion was made:

*That the Advisory Planning Commission recommend approval of the application subject to incorporating the recommendations of the geotechnical study.*

Carried Unanimously

**4. Application to rezone lands from C-2 and R-2 to a zone that would permit a seven lot subdivision (Rezoning Application No. 1-G-10RS Laird)**

Hal Laird, Gregory Smith and Keith Christie were present to speak to this item.

Mr. Laird provided a brief overview of the application and all three attendees responded to a variety of questions from the APC members relating to such



things as land dedication, public access through the development, storm and sanitary sewer plans for the development and the relationship of the development to adjacent lands.

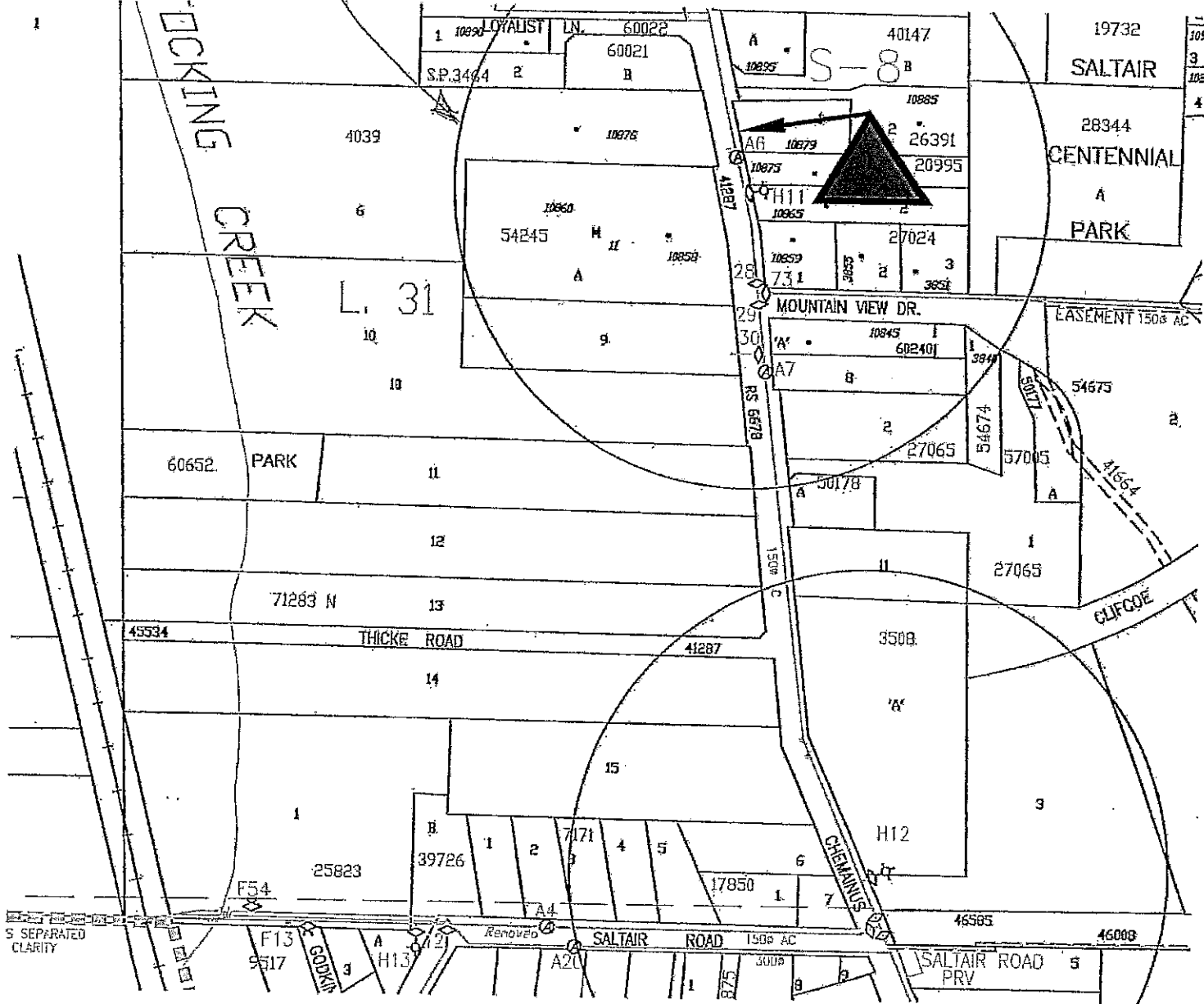
Following discussion of the application, the following motion was made:

*That the Advisory Planning Commission provide the following comments with respect to this rezoning application:*

- *Given the parkland dedication to the CVRD which forms part of the development proposal the APC believes there is significant public benefit associated with this application and the Commission would support a rezoning to R-3 and density averaging to permit the creation of the seven residential lots proposed.*
- *The development should provide for a public access easement from Chemainus Road to Stocking Creek Park utilizing the internal road and a walkway adjacent to one of the lots fronting on the ravine.*
- *The potential of designing the development's sewage treatment system and storm water drainage plan to allow for the tie-in of the existing parcel to the north should be investigated.*
- *A sanitary sewer management operational plan should be prepared that ensures the septic treatment system will be operated in a responsible manner following completion of the development.*
- *A storm water management system for the development (as well as the lot to the north) should be prepared which ensures that there is no damage from run off to the adjacent natural area and no negative environmental impact on Stocking Creek.*
- *There is a need to examine land use policy for that portion of the lot to the north which abuts proposed residential lots SL 1, 2, 3 and 7 to ensure compatible development.*
- *The proposed rezoning should be examined in the context of the visioning study for Saltair's commercial core undertaken by the APC and the Saltair Ratepayer Association and, to the extent appropriate, recommendations of that study incorporated into the proposed development.*

200m Hydrant Radius.

1	10330	LOYALIST	LN.	60022	A	40147
---	-------	----------	-----	-------	---	-------





08/05/11

## **ON SITE SANITARY WASTE RATIONALE**

**FOR**

**Lot 10, District Lot 31, Oyster District, Plan 4039**

561 Bellamy Close, Victoria, B.C. V9B 6C1

Office: 250-658-0906

Cell: 250-858-2491

Fax: 250-658-0735

E-mail: [vproctor@bluemountaineng.ca](mailto:vproctor@bluemountaineng.ca)

## Table of Contents

<b>1. INTRODUCTION .....</b>	<b>1</b>
<b>2. SUMMARY .....</b>	<b>1</b>
<b>3. SITE AND SOILS EVALUATION.....</b>	<b>3</b>
<b>4. FEASIBILITY AND SYSTEM SELECTION .....</b>	<b>4</b>
<b>4.1 Site Selection .....</b>	<b>4</b>
4.1.1 Horizontal Separation .....	4
4.1.2 Vertical Separation .....	4
<b>4.2 System Specifications .....</b>	<b>4</b>
4.2.1 Site Remediation .....	4
4.2.2 Protection of the receiving area .....	4
<b>5. AT GRADE SYSTEM DESIGN .....</b>	<b>4</b>
<b>5.1 Daily Design Flow (DDF) .....</b>	<b>4</b>
<b>5.2 Hydraulic Loading Rate (HLR).....</b>	<b>4</b>
<b>5.3 Linear Loading Rate (LLR).....</b>	<b>5</b>
5.3.1 Path of effluent flow from the site .....	5
5.3.2 Soil Depth, LLR .....	5
5.3.3 Field Sizing .....	5
<b>5.4 SSD Distribution (PD) System Sizing .....</b>	<b>5</b>
5.4.1 Lateral Sizing .....	5
5.4.2 Lateral Spacing.....	5
5.4.3 Orifice Spacing .....	5
5.4.4 Lateral Flow Strength .....	5
5.4.5 Field Dosing.....	5
5.4.6 Lateral and Force-main Sizing.....	6
5.4.7 Maximum Lateral Length .....	6
5.4.8 Septic Tank.....	6
5.4.9 Treatment Tank .....	6

561 Bellamy Close, Victoria, B.C. V9B 6C1

Office: 250-658-0906

Cell: 250-858-2491

Fax: 250-658-0735

E-mail: [vproctor@bluemountaineng.ca](mailto:vproctor@bluemountaineng.ca)

5.4.10 Pump Tank .....	6
5.5 At Grade SSD Bed Design .....	6
6. PUMP SPECIFICATION .....	6
7. INSTALLATION .....	7
7.1 General Installation .....	7
7.2 Field Installation .....	7
7.3 PD System Installation.....	7
REFERENCES .....	8

561 Bellamy Close, Victoria, B.C. V9B 6C1

Office: 250-658-0906

Cell: 250-858-2491

Fax: 250-658-0735

E-mail: [vproctor@bluemountaineng.ca](mailto:vproctor@bluemountaineng.ca)

## **1. Introduction**

The land owner has approached Blue Mountain Engineering to design a combined onsite waste water system to accommodate their proposed buildings in the Saltair subdivision located at 10830 Chemainus Rd.

The purpose of the following summary is to outline the specifications for a suitable Sub-Surface Waste Infiltration System (SWIS) design for the site. Site evaluation, design, and specifications were supervised by Victor Proctor, P. Eng.

## **2. Summary**

Job: 2124	By: Blue Mountain Engineering	Date: 28-2-2010 Rev. 3
Location	10830 Chemainus Rd., Saltair, BC	
Legal	Lot 10, District Lot 31, Oyster District, Plan 4039	
Parcel Identifier	004391250	
Client	Greg Smith	
Lot Area	2.0 Ha	
Slope	0-4 %	
Terrain	Brush/Forest	Dispersal Area
Surface Water	None	
Ditches	North: none South: at property line (70 m away)	
Drains	Upslope: none Downslope: none	
Vegetation	Mesothermal forest	
Structures	7 houses and 3 commercial buildings that will each have a residence above it.	
Slope Erosion	None	
Slope Stability	Stable	
Machine access	Access road downslope of sewage covenant.	
Existing System	No	

561 Bellamy Close, Victoria, B.C. V9B 6C1

Office: 250-658-0906

Cell: 250-858-2491

Fax: 250-658-0735

E-mail: [vproctor@bluemountaineng.ca](mailto:vproctor@bluemountaineng.ca)

Job: 2063	By: Blue Mountain Engineering	Date: 28-2-2010 Rev. 3
Proposed Flow	Based on: 7 x 1200 ft <sup>2</sup> , 2 bdrm houses, 3 commercial buildings, and a residence above each.	DDF: 7 x 1136 L/day + 3 x 1136 L/day
Treatment	Biomicrobics Biobarrier MBR 0.5	1 per building, a total of 10 Biobarrier.
Effluent Type	Standard household effluent – Type 3	
Proposed Field	Subsurface Drip	
Dosage	Pressure Dose	
Soil Analysis See filing for more info	Soil: Red Loamy Sand, Weak, Fine	
Design HLR	For effluent into soil Loam: 1.8 lGal/ft <sup>2</sup> /Day <- used	AIS = 140 ft <sup>2</sup>
Design LLR	For selected soil w/ SSD: LLR = 5.0 lGal/ft/Day	Minimum Length: 70 ft
Design VS	>36"	
Design as constructed VS	Dug to 48", no evidence of restrictive layer or water table	
AIS and Field Length	For bed width of 2 ft per lateral Minimum Length = 70 ft Laterals Required = 1	1 Zones Required  AIS: 140 ft <sup>2</sup>
Tanks	400 lGal Pump Tank 1200 lGal Septic Tank	

**Note:** All gallons are in US gallons unless shown otherwise

561 Bellamy Close, Victoria, B.C. V9B 6C1

Office: 250-658-0906

Cell: 250-858-2491

Fax: 250-658-0735

E-mail: [vproctor@bluemountaineng.ca](mailto:vproctor@bluemountaineng.ca)

### **3. Site and Soils Evaluation**

The soils were evaluated by Greg Smith. There are two test pits described.

<b>Test Pit 1</b>	<b>Test Pit 2</b>
Top 3": Black forest loam	Top 6": Black forest loam with 15% 1" gravel
3" to 48": Red loamy sand with weak grade, fine grain, loose and nonsticky consistency, no mottling, and common roots.	6" to 48": Red loamy sand with weak grade, fine grain, loose and nonsticky consistency, no mottling, and frequent roots.
Kfs = 1500 – 3500 mm/day (As per SPM Table 2-8)	Kfs = 1500 – 3500 mm/day (As per SPM Table 2-8)

561 Bellamy Close, Victoria, B.C. V9B 6C1

Office: 250-658-0906

Cell: 250-858-2491

Fax: 250-658-0735

E-mail: [vproctor@bluemountaineng.ca](mailto:vproctor@bluemountaineng.ca)



## **4. Feasibility and System Selection**

### ***4.1 Site Selection***

The dispersal field will be located in the septic covenant behind lots 5, 6, and 7 as seen on the site plan. This spot has good soils and a very mild slope on the land.

#### **4.1.1 Horizontal Separation**

The system has sufficient distance from all critical setbacks. Any part of the system must stay at least 15 m away from the fresh water Creek (SPM 2006, Table 2.6) and at least 7.5 m from any ditch or perimeter drain.

#### **4.1.2 Vertical Separation**

The selected site has a vertical separation of greater than 48".

### ***4.2 System Specifications***

#### **4.2.1 Site Remediation**

The site will not require any remediation.

#### **4.2.2 Protection of the receiving area**

It is recommended that no digging or construction be performed downslope of the field. This includes damage due to cutting, compaction, or digging. Vegetation in the receiving area should stay undisturbed.

## **5. At Grade System Design**

### ***5.1 Daily Design Flow (DDF)***

There will be 10 buildings having flow. Using the table values in the SPM for the given sizes, the DDF is determined to be 250 lGal/Day for each building. Each building will have a dedicated system that includes a septic tank, Biobarrier, pump chamber, and dispersal field.

### ***5.2 Hydraulic Loading Rate (HLR)***

The HLR for the site has conservatively chosen to be 88 L/m<sup>2</sup>/day. This is based on Greg Smith's report that the drainage for the site is 2 min/inch. This will correlate to a soil that is defined as coarse to medium sand/loamy sand that is single grain and is treating type 3 effluent.

561 Bellamy Close, Victoria, B.C. V9B 6C1

Office: 250-658-0906

Cell: 250-858-2491

Fax: 250-658-0735

E-mail: [vproctor@bluemountaineng.ca](mailto:vproctor@bluemountaineng.ca)

### **5.3 Linear Loading Rate (LLR)**

#### **5.3.1 Path of effluent flow from the site**

Based on site slope, it is expected that flow will be primarily downslope. No significant groundwater movement is expected to affect the dispersal field.

#### **5.3.2 Soil Depth, LLR**

The LLR for the field is 5 lGal/ft/day and is based on a vertical separation of >24". This requires a minimum length along the horizontal of 70 ft, which is available. Each household bed will be 70 ft long.

#### **5.3.3 Field Sizing**

With a spacing of 2 ft centre-to-centre (c-c) between laterals (see 5.4.2), the field will need to be a total of 70 ft long to meet LLR requirements. This can be met by one 70 ft lateral. The total AIS for each system will be 140 ft<sup>2</sup>.

### **5.4 SSD Distribution (PD) System Sizing**

#### **5.4.1 Lateral Sizing**

Wasteflow Classic PC 0.5 will be used for laterals to limit the maximum flow.

#### **5.4.2 Lateral Spacing**

A 2 ft spacing between laterals was done in order to satisfy AIS while only having one lateral. This is supported by Geoflow – who suggests that for BC a maximum lateral spacing be 2 ft for a slope less than 10%.

#### **5.4.3 Orifice Spacing**

Spacing between emitters is 1 ft c-c for this SSD system.

#### **5.4.4 Lateral Flow Strength**

The WSM Appendix requires a minimum of 10 psi pressure at the exit of the line to ensure proper effluent dispersal. The final calculated required flow for the system for dosing is 0.6 GPM at 46 fth including filter and fitting head losses.

#### **5.4.5 Field Dosing**

The field will dose 22 times per day. This will allow for sufficient pump duty cycle and flush timing. At 22 doses per day per field, a dose size of 14 lGal is required including drainage.

561 Bellamy Close, Victoria, B.C. V9B 6C1

Office: 250-658-0906

Cell: 250-858-2491

Fax: 250-658-0735

E-mail: [vproctor@bluemountaineng.ca](mailto:vproctor@bluemountaineng.ca)

#### **5.4.6 Lateral and Force-main Sizing**

The minimum flow for scouring in Geoflow drip lines is >.5 ft/sec and 2ft/sec for all other lines. At .5 ft/sec, the laterals will require a flow of 2.1 GPM at 54 fth, which will meet scouring requirements for a 1" return line and 1" force main and manifolds. The drain should be towards the pump, and a vacuum break will be required at each high point to prevent suction.

#### **5.4.7 Maximum Lateral Length**

According to the WSM the maximum lateral length for Wasteflow PC 0.5 dripline at the rated flow is 288 ft, which is well within the length of the system.

#### **5.4.8 Septic Tank**

The recommended septic tank size for the selected treatment plant is 1200 lGal. This will provide both enough storage for DDF requirements and enough pressure for the Biobarrier membrane. The septic tank outlet must have an exit filter for 1/16" particle size, sized to allow daily flow rates when 85% plugged. This will prevent fouling of the drip line network.

#### **5.4.9 Treatment Tank**

The recommended treatment is a Biomicrobics Biobarrier MBR 0.5. in a 1200 lGAL 2 chamber tank. This membrane technology enables the system to produce type 3 quality effluent.

#### **5.4.10 Pump Tank**

The pump tank should be 400 lGal. This will provide sufficient volume for alarm and reserve volumes, as well as a full day of system use at the DDF.

#### **5.5 At Grade SSD Bed Design**

The design and installation requirements for a subsurface drip system are covered in the Wasteflow manual included with the drip line and the attached drawing. Conformity to the regulations will be ensured by the supervising or installing ROWP.

### **6. Pump Specification**

Dose requirement is 66 fth at 0.6 usgpm. Flush requirement is 79 fth at 2.1 usgpm.

- Pump/control piping to comply with ULC, CSA and B. C. Plumbing Code PEX;
- Pumps, controls and housing to be non-corrosive;
- Inlet to be minimum 8" above tank floor;
- Pump to be on permanently stable base – concrete slab or pedestal;

561 Bellamy Close, Victoria, B.C. V9B 6C1

Office: 250-658-0906

Cell: 250-858-2491

Fax: 250-658-0735

E-mail: [vproctor@bluemountaineng.ca](mailto:vproctor@bluemountaineng.ca)

- Pipe cam-loc unions or quick connects to be accessible and easily dismantled on the pump side of check valve;
- Electrical installation to comply with B. C. Electrical Code;
- Installed by Class "C" electrician

## **7. Installation**

### ***7.1 General Installation***

- Locate all underground utilities prior to installation;
- All work to comply with WCB requirements;
- Install tank in excavation plus 12" with relatively level bottom and 2" bed of ¾" drain rock material.
- Protect inlet and outlet from damage
- Install treatment tank as per manufacturer's instructions.

### ***7.2 Field Installation***

- Disposal field shall not be installed in wet conditions
- Disposal field shall not be exposed to heavy equipment
- Keep all traffic off disposal field after installation
- Lateral lines to be level
- Laterals to be terminated with a screw cap and 90 long radius elbow, then entering a 3" PVC clean out well with screw cap
- Place laterals on ¾" drain rock bed facing upward, with orifice shields over each orifice.
- Seed or sod bed with Timothy 30% clover fertilize and irrigate for 10 days. Native ferns should be allowed to grow over the area.

### ***7.3 PD System Installation***

- Dosing system to be timed regulated pump on a narrow angle low amp float switch with time relay housed in a separate, accessible, watertight control box;
- Above ground Polymer tanks must be UV protected;
- Pump tank lid to be secured and tank vented;
- Pump tank size to provide at least 250 L above high level alarm;
- High level alarm to be combined claxon, audible at 100'. Intermittent sound alarm timed to appx. 5.5 minutes with visual blinking light continual.

The intent is to provide audible alarm at 20 minute intervals with a continual blinking light or approved alternative.

561 Bellamy Close, Victoria, B.C. V9B 6C1

Office: 250-658-0906

Cell: 250-858-2491

Fax: 250-658-0735

E-mail: [vproctor@bluemountaineng.ca](mailto:vproctor@bluemountaineng.ca)

## **References**

"The BC Sewerage System Standard Practice Manual Version 2". Ministry of Health, Population Health and Wellness Health Protection. 21 September 2007. (Designated by abbreviation SPM). 21 September 2007. (Designated by abbreviation SPM)

Meidinger, D. "Vegetation Regions". The Canadian Encyclopedia.

<http://www.thecanadianencyclopedia.com/index.cfm?PgNm=TCE&Params=A1ARTA0008327>.

Accessed May 4, 2011.

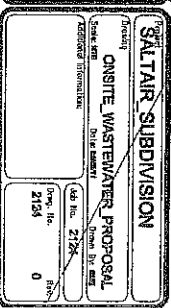
561 Bellamy Close, Victoria, B.C. V9B 6C1

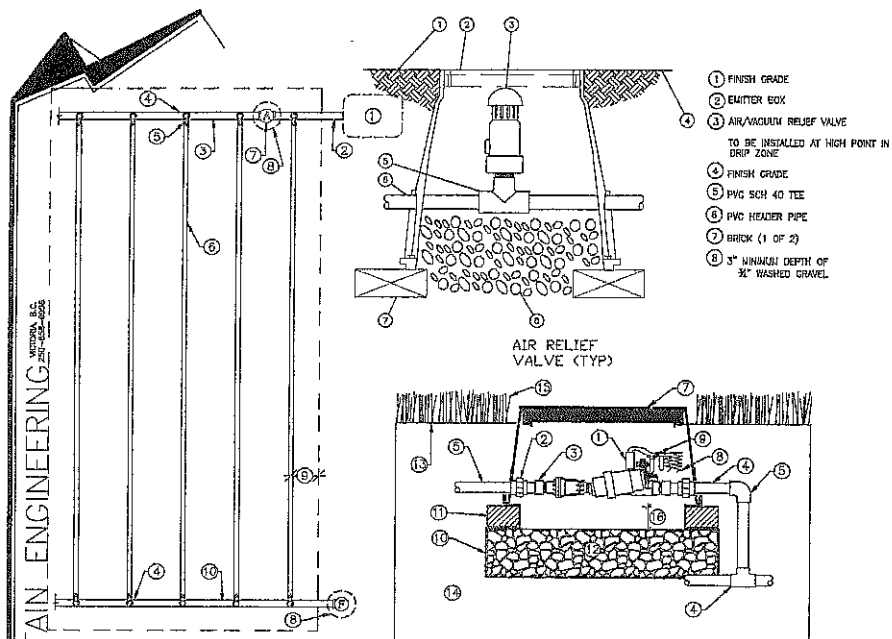
Office: 250-658-0906

Cell: 250-858-2491

Fax: 250-658-0735

E-mail: [vproctor@bluemountaineng.ca](mailto:vproctor@bluemountaineng.ca)





**SSD TYPICAL LAYOUT**  
END FEED - PLAN VIEW  
N.T.S.

**BFF 1" REMOTE CONTROL VALVE KIT (LANDSCAPE)**  
DISC FILTER-PRESSURE REGULATOR-UNIONS  
N.T.S.

- ① REMOTE CONTROL DRIP ZONE WITH DISC FILTER AND PRV IN RECTANGULAR VALVE BOX; 12"
- ② LATERAL PIPE; Wasteflow Classic PC 0.5
- ③ SUPPLY PIPE (HEADER); 1 1/2"
- ④ GROMMET ADAPTER TO START CONNECTOR; TYPE AND SIZE PER SPECIFICATIONS BELOW FLOW START CONNECTOR;
- ⑤ SSD TUBING; 700 ft
- ⑥ 1 1/2" AIR RELIEF VALVE; INSTALL ON SUPPLY LINE (HEADER) AT HIGHEST POINT OF SYSTEM
- ⑦ ROUND VALVE BOX; MED
- ⑧ INSTALL PARAMETER LATERAL A MINIMUM OF 8-10" FROM HARDSCAPE; ACTUAL DISTANCE PER SPECIFICATIONS
- ⑨ LATERAL FLUSH PIPE (FOOTER); 1 1/2"

- ① 1" CONTROL VALVE WITH 1" 120-MESH DISC FILTER AND 1" 100-PSI, 2-100 GPM PRESSURE REGULATOR - MODEL PER SPECIFICATIONS, POSITION FILTER TO ALLOW REMOVAL OF FILTER ELEMENT FOR MAINTENANCE
- ② 1" PVC SCHEDULE 80 UNION; SLIP X SLIP (2)
- ③ 1" PVC SCHEDULE 40 MALE ADAPTER; MIPT X SLIP (2)
- ④ PVC MAIN LINE PIPE; 1"
- ⑤ PVC MAIN LINE FITTINGS; 1"
- ⑥ PVC LATERAL 1"
- ⑦ RECTANGULAR PLASTIC VALVE BOX; LARGE
- ⑧ CONTROL VALVE WIRES; TYPE AND SIZE PER SPECIFICATIONS

- ③ WATERPROOF WIRE CONNECTOR; TYPE PER SPECIFICATIONS (2)
- ⑩ GEO-TEXTILE FILTER FABRIC; ENGAGE DRAIN SUMP AND STAPLE TO EXTERIOR OF VALVE BOX
- ⑪ BRICK VALVE BOX SUPPORT (4)
- ⑫ 3/4" WASHED DRINK DRAIN SUMP; 2 CU. FT. MINIMUM EXTEND BENEATH BOTTOM DIMENSION OF BRICKS.
- ⑬ FINISH GRADE
- ⑭ APPROVED BACKFILL PER SPECIFICATIONS
- ⑮ TURF, SHRUBS, GROUND COVER PER PLANTING PLAN
- ⑯ 4" MINIMUM CLEARANCE TO REMOVE FILTER DISC ELEMENT

1500gal Tank

2200gal Tank

2500gal Tank

#### NOTE:

- 1/ ALL EQUIPMENT TO BE LISTED WITH CAN / CSA PIPING: 8181.1 & 2, 8182.1 & 2 OR TABLE 6.2 OF THE SEWERAGE SYSTEM STANDARD PRACTICE MANUAL JUNE 2005
- 2/ ALL INSTALLATION MUST COMPLY WITH THE B.C. BUILDING CODE SECTION 7 "PLUMBING AND/OR THE SEWERAGE SYSTEM STANDARD PRACTICE MANUAL 2007

#### ON SITE WASTE WATER TREATMENT SPECIFICATIONS

##### GENERAL NOTES:

REFER TO EQUIPMENT SUPPLIER NOTES AND SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS.

1. ALL DIMENSIONS ARE IN METRIC MEASUREMENTS UNLESS NOTED OTHERWISE.
2. THE TREATMENT SYSTEM IS DESIGNED WITH REFERENCE TO "SEWERAGE SYSTEM STANDARD PRACTICE MANUAL-2007".
- 2.1.1. DAILY SEWERAGE FLOW "SPM" Each building site (10 building sites: 7 Residences, 3 commercial) DDF: 250 IGAL/site (2500 IGAL/DAY total flow to field)
3. SITE CONSTRAINT DETERMINED WITH A) SOILS ANALYSIS, AND C) PERCOLATION TEST INDICATE A TYPE 2 SYSTEM EFFLUENT WITH HLR OF 1.8 IGAL/SQFT/DAY. DISPOSAL FIELD IS PROPOSED TO BE 140 SQ FT for each user (1400 sq ft total).
4. CONTRACTOR IS RESPONSIBLE FOR THE LOCATION OF UNDERGROUND SERVICES AND ANY DAMAGE TO SAME CAUSED BY HIS WORK. CONFIRM WITH OWNER'S REPRESENTATIVE EXACT LOCATIONS OF EXISTING SERVICES AND CONNECTIONS OF BUILDING SERVICES.
5. THE CONTRACTOR IS RESPONSIBLE FOR SAFETY IN AND AROUND THE JOB SITE DURING CONSTRUCTION.
6. FOLLOW THE STANDARD PRACTICE MANUAL 2007 FOR INSTALLATION STANDARDS

##### SITE WORK DEMOLITION AND REMOVAL

1. LOCATE AND PROTECT UTILITY LINES AND UNDERGROUND SERVICES. KEEP ACTIVE UTILITIES IN OPERATING CONDITION
2. DISPOSE OF REMOVED MATERIAL OFF SITE OR AS DIRECTED BY OWNER'S REPRESENTATIVE.

##### SITE GRADING:

1. USE EXCAVATED OR GRADED MATERIAL AS BACK FILL IF APPROVED BY ENGINEER. REMOVE SURPLUS MATERIAL TO FILL GRADE DOWN SLOPE OF FIELD TO APPROXIMATE A 3: 1 SLOPE.
2. SLOPE FINISHED GRADE AWAY FROM DISPERSAL FIELD AND TANKS.

##### EXCAVATION, TRENCHING AND BACK FILLING:

1. KEEP EXCAVATION FREE OF WATER WHILE WORK IS IN PROGRESS. PROTECT EXCAVATION FROM SURFACE RUN-OFF
2. SCARIFY THE SOIL BASE AND REMOVE ANY SOD OR ORGANICS
3. USE FILL TYPES AS INDICATED BELOW:
  - a) NATIVE SOIL FOR LEVELING.
  - b) LATERAL BASE: NATIVE SOIL.
  - c) LATERAL COVER: NATIVE SOIL TOPPED WITH SANDY LOAM (SEEDED)

##### SYSTEM SPECIFICATIONS:

1. SYSTEM COMPONENTS SHALL CONSIST OF THE FOLLOWING:

- a) 1200 IGAL TANK (10)
  - b) 400 IGAL PUMP TANK (10)
  - c) PUMP: TO REACH TDH-F 148' @ 19.2 GPM  
TDH-D 144' @ 15.5 GPM
  - e) PIPING:
    - FORCE MAIN/RETURN LINE: 1 1/4"
    - MANIFOLD: 1 1/4"
    - FIELD LATERALS: 0.5 PRESSURE COMPENSATING BIOLINE"
  - f) FILTER:
    - BIODISC 1-1/2"
  - g) MONITORING WELL:
    - PLACE 100MM DIA PVC MONITORING WELL 7 1/2" DOWN SLOPE OF THE LAST LATERAL AT EACH END OF THE FIELD.
  - h) DRIPLINE COVER
    - ENSURE 8-10" OF SEEDDED COVER SOIL IN ALL AREAS OF FIELD
2. FUNCTIONAL SPECIFICATIONS:
    - SET SYSTEM FOR 22 TIMED DOSES/DAY.
    - 113 GAL PER DOSE.
    - 160 IGAL ALARM DOSE
    - CONTROL SYSTEM TO BE CAPABLE OF RECORDING HISTORY INCLUDING ALARM EVENTS, DOSING TIME, VOLUME AND PUMPING DURATION.

No.	Date	Issue

Design	
Stamp Date	

Project	
SALT AIR SUBDIVISION	
Drawing	
ONSITE WASTEWATER PROPOSAL	
Scale: 1/8" = 1'-0"	Date: 08/08/11
Additional Information:	Job No. 2124
Drawn By: GJM	
Drawn No. 2125	Rev. 0



Blue Mountain Engineering was contracted by the client to perform a drainage study at 10830 Chemainus Rd in Saltair, BC. The plan for the the 3.6 ha site is to divide twice. The first division will be to split the site into two sections. The 'Forest' section will be donated to the municipality and will join the existing park/forest reserve, while the 'Development' section will be developed into a strata corporation and will have an access road, driveways, walkways/paths, and seven houses of 1200 ft<sup>2</sup> (111.5m<sup>2</sup>), and a commercial section which has two buildings with a total of 5600 ft<sup>2</sup> (520 m<sup>2</sup>) and two parking lots. There will also be a septic system installed in the west part of the development section, and there is a septic covenant in the south-west part of the commercial section.

Of note, the Ministry of the Environment is involved with all projects that are within the Riparian zone (within 30 m of a stream). The Riparian zone must remain forested. The MOE will also get involved if the site if the project is discharging stormwater directly into a creek, stream, or river. Fortunately, the development section does not permeate the Riparian zone near Stocking Creek, and stormwater runoff discharges into an existing ditch, therefore omitting MOE involvement.

View Appendix A for site map and most recent development proposal.

## ***Site Description***

10830 Chemainus Rd is a 3.6 Ha property located in Saltair, BC and is a rural property. Within the a one kilometer radius, there are shops, sports fields, and other residential areas. To the west of the site, there is a park that is heavily treed, and has Stocking Creek, a fish bearing creek, flowing through it. Stocking Creek flows through the forest section of the property.

The site can be defined as being for the most part flat. Entering from Chemainus Rd, there is a slight decrease in elevation approaching the west part of the development section. About 25 m from the forest section, the land slopes downward towards the west. Until the forest section, the slope continues, then levels off to a flat area where the septic bed will be installed, and then a further slope all the way to the forest section. The total drop in elevation in this 25 m stretch is about 10.5 m, and the total change in elevation across the entire site is about 15 m.

There is an existing drainage ditch that flows west along the south edge of the property. There is also an existing drainage ditch between Chemainus Rd and the site that is owned and maintained by the Ministry of Highways. To the north of the property, a public access/path from Chemainus Rd to the Riparian zone is proposed, and is currently under construction.

The preliminary proposal for the development/subdivision of the land can be seen in System Drawing.

Blue Mountain Engineering Inc.

561 Bellamy Close, Victoria, BC V9B 6C1

Office: (250) 658-0906

Cell: (250) 858-2491

Fax: (250) 658-0735

Email: [vproctor@bluemountaineng.ca](mailto:vproctor@bluemountaineng.ca)



## Geology

The soil for the site area is classified as A2 – Dystric Brunisol (Dystrochrept, Cryochrept) – according to The Soil Map of British Columbia. Dystric brunisol is described as a soil that typically occurs under forest vegetation, and has a profile of some silty loam on top, followed by about 10 cm of glaciofluvial gravel and sand. The soil, which is defined as a till blanket by the Surficial Geology Map Index, has a hydraulic conductivity of  $30 \times 10^{-5}$  m/d.

The top soil on the site has been cleared. Since then, a soil profiling was performed by Golder Associates, and the soil was found to have three tiers. The top tier is a loose sandy silt that is .35 m to 1.8 m thick. The next lowest layer is a dense silt with some clay and has a thickness of .85 to 2.7m. The next lowest layer is dense sand with some silt and trace to some gravel. This lowest layer is considered to be sand, as silt and gravel will more or less cancel each other out in terms of drainage characteristics. Therefore, the infiltration rate for this bottom layer of soil is conservatively chosen to be 50 mm/hr (Chin, 2004). In terms of geological bedrock, the site sits on top of the Nanaimo Group, is part of the Georgia Basin, and has a description of boulder, cobble and pebble conglomerate, coarse to fine sandstone, siltstone, shale, and coal.

The building code of British Columbia provides rainfall information for short, intense storms. Crofton, the nearest noted town in this section of the building code, prescribes a 15 minute storm dumping 8 mm of rain.

For the site, a 10 year rain event has an intensity of 30 mm/hr and a 25 year event has an intensity of 37 mm/hr, as taken from the North Cowichan Engineering Standards. For the purpose of calculations and determining storm intensities, the time of concentration is 15 minutes.

The impervious development on the site can be seen in Table 1.

Impervious Object	Size	Metric
Houses	$7 \times 1200 \text{ ft}^2 + 1 \times 5600 \text{ ft}^2$	$1301 \text{ m}^2$
Strata Road	$10 \text{ m} \times 189.9 \text{ m} + (\pi * (12 \text{ m}/2)^2)$	$2011 \text{ m}^2$
Drive Ways/Walkways/Sidewalks	$7 \times 15 \text{ ft} \times 4 \text{ ft} + 7 \times 15 \text{ ft} + 15 \text{ ft}$	$185 \text{ m}^2$
Parking Lot	$(27.6 \text{ m} \times 30 \text{ m}) + (15 \text{ m} \times 54.6 \text{ m})$	$1647 \text{ m}^2$
Total		$5144 \text{ m}^2$

Table 1 Impervious Development

With the total site area being 2.0 ha, or 20,000 m<sup>2</sup>, the percent imperviousness is 25.7%. The Stormwater Planning Guide states that to ensure health of aquatic system, total impervious area in a watershed should not exceed 10%. As such, the site is not attaining the watershed goal; however, when including the 1.6 ha donated as park land, the percent impervious is reduced to 13.5%. This 10% figure can be difficult to attain on a developed site area, but on a watershed scale it is easier to maintain, especially in a relatively undeveloped area like Saltair, as any undeveloped land remains 0% impervious.

## **Overview**

Water will be collected from the parking lot area and treated in an oil/grit separator (OGS), before being discharged into the 200 mm stormwater main. Once the water has combined with road runoff, and runoff from both rain water leaders and perimeter drains, it will pour into a series of infiltration chambers buried in the covenant between lots 3 and 4. Should the infiltration chambers over flow, there will be an overflow sewer that will discharge to the ditch, where the water can be treated as 'gone'. The land above the runoff sewer will be a path that is sloped like a swale, and will act as an emergency flood route to the ditch.

## **Grading**

The stormwater sewer network will drain by gravity. Thus, the proper grading of the sewerage is very important. It is assumed that perimeter drains will be high enough to drain to the sewer main by gravity.

Driveways will be sloped such that storm water will run toward the road, and then follow the grade into a nearby grate. Similarly, the driveways will be sloped so that water cannot drain into them from the road. The road will be sloped in a west direction so that water is encouraged to drain towards the cul de sac. Once in the cul de sac, drainage will occur to the south low-point where twin grates are installed. The parking lots will be graded so that any rain landing on them will run to dedicated parking lots grates, which will lead to the OGS. Flow arrows can be seen in System Drawing.

Road grades should be at least 0.5% longitudinally, and 1.5 to 6% across the width. Roads should be crowned, and grading should accommodate the surface flow arrows in System Drawing. Driveways should be graded between 2 and 8% towards the road. Parking lots should be graded at least 2% towards the drains, and the swale should be longitudinally graded at 2% on the surface towards the ditch for emergency routing.

Elevations on System Drawing show the elevations at which the sewerage should be installed, and are measures to the obvert. The reference elevation used is the road surface above the most south east manhole on the site (in the commercial lot).

The infiltration chambers will be installed level. There should be at least 1.5 m of cover above the crowns of any storm sewer lines in road, parking lot, or driveway areas, and 0.9 m elsewhere. Elevations below grade are shown in System Drawing. Minimum and maximum grades and velocities from Table 2 apply and have been considered in calculations.

Pipe Diameter	Min Grade	Max Grade (as per 10 year designs storm)	Velocity (m/s)
100 mm	2.0%	40%	0.75 – 4.5
200 mm	0.5%	10%	0.75 – 4.5

**Table 2 Storm Sewer Grading**

At the exit to Chemainus Rd., the Ministry of Highways has indicated that no runoff should drain into public ditches or road ways. As such, there will be a lip at both the entrance to the strata road and to the entrance of the parking lot to ensure that water landing on the site will stay on site and water landing off the site will stay off the site.

## **Quality Control**

An oil-grit separator will be used to filter runoff water from the parking lot areas. The Canadian Mortgage and Housing Corporation suggests incorporating OGSs in highly impervious areas such as parking lots. The suggested OGS should be a CDS Model 2015-4 or equivalent (see Appendix C for product detail), and will capture over 80% of TSS and removal of oil/grease is performed in an upstream baffle. OGS costs are averaged to about \$2,000 per year including maintenance and capital over a 30-year life span.

The infiltration chambers will sit atop a 46 cm bed of clear gravel. These chambers will have triple action; first as a volume control tool which will be able to store up 70.8 m<sup>3</sup> of runoff; second as an infiltration tool which will allow the runoff to seep back into the ground and find its natural pathway to an aquifer or creek; and third as a settling tool which, during accumulation, will allow suspended solids to settle before overflowing into the discharge sewer to the ditch. In order to prevent dirtying/clogging of the gravel beneath the infiltration trenches, a layer of geotextile covering one third of the length of the chambers can be applied.

Runoff coming from perimeter drains, rain leaders, road, driveways and sidewalks will bypass the OGS. This runoff will be directed to the infiltration chamber via sewerage. Settling of solids will occur here.

In order to reduce scouring and erosion in the ditch during flood events, it is suggested that rock piles or rip rap be installed at the outlet of the 200 mm outlet pipe.

The ditch will be lined with rip rap for a length of 5 m, starting 1 m upstream of the outlet. Rip rap is a permanent, erosion-resistant ground cover constructed of large, loose, angular or sub-angular (rounded) stone.  $D_{100}/d_{50}$  and  $d_{50}/d_{20}$  should both be between 1.5 and 3, and  $d_{50}$  for this lining should be 15 cm, where  $d_{50}$  represents, by weight, where 50% rocks will be heavier, and 50% will be lighter. The thickness should be a minimum of 350 mm or  $2.25 \times d_{50}$ , whichever is greater. Based on a fines percent of up to 60% in the soil, a ditch that is somewhere between triangular and parabolic with a depth of 0.8 m and 2.7 m across, and a flow of up to 34 L/s, it is recommended that nonwoven textile, such as US 120NW or equivalent, be used (view figure Swale and Ditch). Do not use a liner, such as COIR, that biodegrades. The stones used should be sub-angular field stone or rough unhewn quarry. The stones should be hard and resistant to weathering.

Before installation of the geotextile filter cloth and the rip rap lining, organic matter should be removed and smooth grading should be performed. This should only be done for the 5 m section that will be getting lined.

The entire ditch should have a cross sectional area of at least 1.06 m<sup>2</sup>.

## **Sewerage**

The maximum allowable discharge rate will be considered to be 17 L/s/Ha. This value is adopted from the Central Saanich stormwater bylaw, and will be applied over the entire 2 hectare development section to result in a total allowable runoff of 34 L/s. This value, in combination with the soil infiltration rates, dictates the size of the infiltration chambers.

The purpose of applying the 17L/s/Ha discharge limit is to limit peak runoff volume. In this drainage study, all degrees of runoff have been managed in order to match not only peak runoff volumes to pre existing conditions, but to also match runoff rates for smaller, more frequent events.

It is important that the grading of all the storm sewers enables the flow to draw towards the infiltration chamber, and that the invert of the outlet of the chamber be lower in elevation than that of the invert inlet to the chamber to ensure there is no system surcharge or back up.

The swale will act as the emergency overflow route to the ditch, and should be sloped towards the ditch as well as be the lowest point on the developed section. Total width of the swale should be 2.5 m and have 20% slope at the edges that last for 0.25 m. Grass should be applied here in order to reduce erosion if a major rain event occurs.

The storm sewer that will convey storm water from the commercial area and from the roads will travel through a 200 mm pipe to the OGS. Both parking lots will be graded so that they each drain into a sewer grates in each parking lot. Grates should be visually monitored, and if debris appears to be blocking the perimeter of the drain, it should be swept away.

All grates will drain into standard catch basins. There will be a two 550 mm x 700 mm cast iron grates at the lowest point in the cul de sac. Grates should be spaced along the strata road at a distance no more than 90 m apart, and should drain an area no more than 400 m<sup>2</sup> apiece.

Manholes will be installed at junctions and at the upstream inlet of all storm sewers. View System drawing for placement. Their spacing shall not exceed 120 m.

The obvert of any sewer discharging to the OGS will be higher in elevation than the invert of the outlet of the OGS.

Rain leaders will drain subsurface into the perimeter drain of each building. The perimeter drain of each building will flow through a 100 mm plastic pipe which will then flow into a 200 mm pvc main, which will pour into the infiltrator chambers. Using the Stormtech MC-4500, a series of 13 chambers with two end caps is required, with a depth/bed of 46 cm of clear gravel.

The invert of any sewer discharging into the infiltration chamber will be higher in elevation than the obvert of the outlet of the infiltration chambers.

The outlet of the chambers will discharge to a 200 mm sewer, which will in turn discharge to the ditch through a grated outlet. The swale shall run from the road, through the stormwater covenant between lots 3 and 4, and to the ditch. The road-side curb at the twin-grate inlet in the cul de sac will be short enough to encourage over land flow to the swale to ensure that emergency runoff is routed to the swale. This will also be the site of the lowest point on the strata road.

Pipe Diameter	Matieral
100 mm	DR28 PVC

200 mm	DR35 PVC
--------	----------

**Table 3 Pipe Material**

The outlet of the 200 mm pipe at the ditch will be grated to prevent animals from entering. The ditch's capacity is 3.06 m<sup>3</sup>/s at a slope of 2%. For a 25 year storm, the flow in the ditch from the site will be 0.0334 m<sup>3</sup>/s. The velocity at this rate will be 0.13 m/s, which is well within the limit of 3 m/s. The site will use only a fraction of the ditch's total capacity. The calculations for the ditch were made based on keeping a free board of 30 cm. The ditch should be resized to have a cross section area of at least 1.06m<sup>2</sup>. Currently, it's cross sectional area is 0.839m<sup>2</sup>. Variations, including rip-rap lining, can be seen in Ditch and Swale.

## ***Computer Model***

The Water Balance Model (WBM) was used to simulate the system on a continuous basis. In Central Saanich, the use of this model is required by law when analyzing stormwater control.

Upon a site visit by Blue Mountain Engineering, there were two classes of soil observed: one near the proposed septic bed on the western part of the property, and one across the rest of the property. For the purpose of the model, the land was divided into two sections in the development section. The flat, east part, comprising 85% of the land, is a silty loam. The other 15% of the land, which is sloped, is a loamy sand.

Post development exceedences are less than that of pre development. As such, the effect of runoff to the environment is limited.

Rainfall data from the Victoria International Airport was used in this analysis, as it is the closest station available to the model.

Three scenarios of the model were run: 1) Pre development 2) Post development, and 3) Post development with controls.

## **Pre-Development**

The following conditions were applied to represent the site as it exists today. A report in Appendix B contains the results.

A retardance coefficient of 0.03 was used for 85% of the site as the land was assumed to have poor grass or bare sod. The other 15% is deemed to be forested.

The longest drainage path was deemed to be the longest property line, which is 292.6 m.

The total change in elevation on the site was deemed to be 15m.

The existing condition included no impervious area.

The soil is a silty loam for 85% of the property, and the land is described as having agricultural surface characteristics and land use. The other 15% is a loamy sand and is in the forested area. As per the site geotechnical assessment performed by Golder Associates, the soil depth across the entire site is deemed to be 350 mm. This was the minimum depth of the top soil layer found on site.

## **Post Development – With Controls.**

Post Development – no controls, had more exceedences, as expected, when compared to pre-development conditions. This section will discuss the flow control devices used to counter the otherwise harmful effect of increased exceedences.

The following conditions were applied to represent the site as it will exist after development. A report in Appendix B contains the results.

Impervious area that is connected to the sewer network includes the roadway, parking lots, driveways, sidewalks, and rooftops. All impervious areas eventually connect to the infiltration chambers, which have an area of 45m<sup>2</sup> and an average porosity of 0.634 when sitting atop .46 cm of clear gravel. The gravel itself is assumed to have a porosity of 0.4.

The exceedance summary displays the amount of runoff (as Duration vs. Rate) from the modeled drainage area over the length of the available climate data. The total exceedance in the post development scenario with controls is seen to be lower than that of pre existing conditions.

The forest section remained undeveloped and unchanged, but the other 85% of the land previously described as having agricultural surface conditions now has a grass swale with a perforated pipe beneath it. The outlet of the infiltration chambers is limited to 17 L/s/Ha.

## ***Closure***

Blue Mountain Engineering is committed to construction reviews for the proposed drainage study and believes that the development at 10830 Chemainus Rd. will control total runoff, including peak flows, to maintain the level of environmental impact the site currently has on the drainage basin.

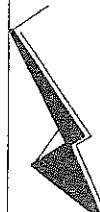
We trust that this information satisfies any concerns you may have related to the water supply and treatment systems. If we can be of any further assistance in this matter, please do not hesitate to contact us.

Very truly yours,

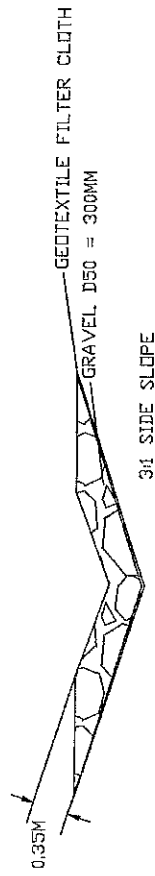
Victor Proctor, P.Eng.

For Blue Mountain Engineering Inc.

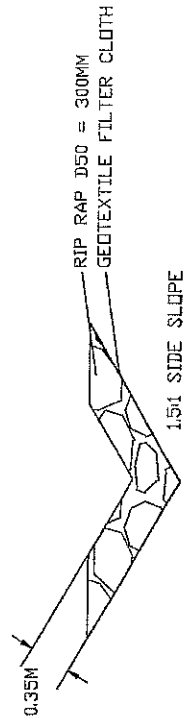




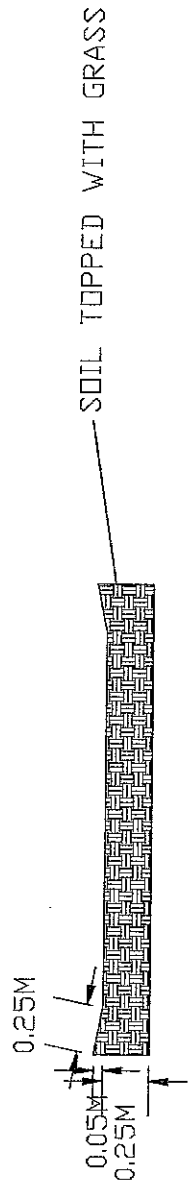
DITCH AT OUTLET WITH RIP RAP LINING (IF GRASSED) - 3.6M X 0.6M (WXH)



DITCH AT OUTLET WITH RIP RAP LINING - 2.7M X 0.8M (WXH)



PATH/GRASS SWALE



PROJECT		CHEMANUS-STORMWATER	
DRAWING		DITCH SWALE	
DESIGNED BY		DRAWN BY	
CHECKED BY		DATE	
SCALE		JOB NO. 2110	
SHEET NO.		SHEET NO.	
1		1	
0		0	





R3

## STAFF REPORT

### ELECTORAL AREA SERVICES COMMITTEE MEETING OF SEPTEMBER 20, 2011

DATE: September 14, 2011 FILE No: 1-E-10RS  
FROM: Rachelle Moreau, Planner I BYLAW No: 1490 AND  
SUBJECT: Application No. 1-E-10RS 1840  
(David Coulson)

---

**Recommendation/Action:**

Receive staff report and draft amendment bylaws No. 3551 and 3552 for information.

**Relation to the Corporate Strategic Plan:** N/A

**Financial Impact:** *(Reviewed by Finance Division: N/A)*

**Background:**

*(Please see staff report 1-E-10 RS from the September 6, 2011 EASC meeting for complete background information.)*

At the September 6, 2011 Electoral Area Services Committee meeting, Directors reviewed rezoning application 1-E-10 RS Coulson/Urban Edge Properties and draft amendment bylaws No. 3551 (OCP) and 3552 (Zoning).

In response to Director feedback received at the meeting, the draft amendment bylaws have been revised as attached.

At the September 14, 2011 meeting, the Regional Board made the following resolution:

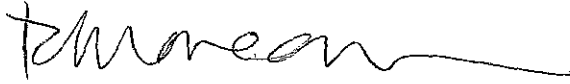
1. That application No. 1-E-10RS (David Coulson/Urban Edge Properties) proceed to bylaw preparation and that the appropriate amendment bylaws be forwarded to the Regional Board for consideration of first and second reading;
2. That agency referrals to the Ministry of Transportation and Infrastructure, City of Duncan, Vancouver Island Health Authority, Cowichan Tribes First Nation, Duncan Fire Department, and School District # 79 be accepted;
3. That a public hearing be held with Directors Duncan, Iannidinardo, and Dorey named as delegates of the Board.

Therefore, if Directors are satisfied with the attached bylaws, direction has already been given to forward the amendment bylaws to the Regional Board for first and second reading. If further changes are desired, direction from the EASC is required.

**Options:**

1. Receive staff report and draft amendment bylaws No. 3551 and 3552 for information.
2. Revise the bylaws (needs EASC direction).

Submitted by,

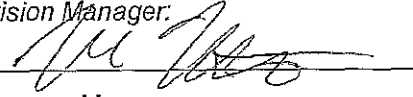


Rachelle Moreau  
Planner I  
Development Services Division  
Planning and Development Department

RM/ca

**Reviewed by:**

Division Manager:



**Approved by:**

General Manager:



## COWICHAN VALLEY REGIONAL DISTRICT

### BYLAW No. 3551

#### **A Bylaw For The Purpose Of Amending Official Community Plan Bylaw No. 1490, Applicable To Electoral Area E – Cowichan Station/Sahtlam/Glenora**

---

**WHEREAS** the *Local Government Act*, hereafter referred to as the "*Act*", as amended, empowers the Regional Board to adopt and amend official community plan bylaws;

**AND WHEREAS** the Regional District has adopted an official community plan bylaw for Electoral Area E – Cowichan Station/Sahtlam/Glenora, that being Official Community Plan Bylaw No. 1490;

**AND WHEREAS** the Regional Board voted on and received the required majority vote of those present and eligible to vote at the meeting at which the vote is taken, as required by the *Act*;

**AND WHEREAS** after the close of the public hearing and with due regard to the reports received, the Regional Board considers it advisable to amend Community Plan Bylaw No. 1490;

**NOW THEREFORE** the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

#### **1. CITATION**

This bylaw shall be cited for all purposes as "**CVRD Bylaw No. 3551 - Area E – Cowichan Station/Sahtlam/Glenora Official Community Plan Amendment Bylaw (Urban Edge Properties Ltd., 2011)**".

#### **2. AMENDMENTS**

Cowichan Valley Regional District Official Community Plan Bylaw No. 1490, as amended from time to time, is hereby amended as outlined on the attached Schedule A.

#### **3. CAPITAL EXPENDITURE PROGRAM**

This bylaw has been examined in light of the most recent Capital Expenditure Program and Solid Waste Management Plan of the Cowichan Valley Regional District and is consistent therewith.

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary



## **SCHEDULE "A"**

### **To CVRD Bylaw No. 3551**

---

Schedule A to Official Community Plan Bylaw No. 1490, is hereby amended as follows:

1. That Lot 5, Section 13, Range 6, Quamichan District, Plan 7797, as shown outlined in a solid black line on Plan number Z-3551 attached hereto and forming Schedule B of this bylaw, be
  - a) re-designated from Urban Residential to Integrated Community
  - b) be designated within the Koksilah Development Permit Areaand, that Schedule B to Official Community Plan Bylaw No. 1490 be amended accordingly.
2. That heading Part 9.0 – Paldi Comprehensive Development Designation be amended to read “Comprehensive Development Designation”, and that the paragraph under this heading be relocated under Section 9.1 Policies – Paldi Comprehensive Development Designation.
3. That the following Section 9.2 - Integrated Community Comprehensive Development be inserted following Section 9.1.

#### **Section 9.2 – Integrated Community Comprehensive Development**

- Policy 9.2.1 The Integrated Community designation is intended to accommodate comprehensive development consisting of residential, small-scale commercial, business and institutional uses. The Integrated Community designation promotes economic development opportunities for residents by providing employment in close proximity to residences, and by permitting residential uses near the Koksilah Industrial Park.
- Policy 9.2.2 A central theme for properties designated as Integrated Community will be environmental and social sustainability. The development provides high-quality affordable housing increasing the rental housing pool, and mixed uses and a range of housing types support a socially diverse community.
- Policy 9.2.3 Residential development within the Integrated Community Development designation will support affordable housing by providing a variety of housing choices including single family, two family and multi-family units. Limitations on the size of the units will ensure that they maintain a modest footprint and blend in with the natural environment of the site and adjacent residential uses.
- Policy 9.2.4 On-site rainwater management techniques, protection of riparian areas and retention of mature trees will preserve the natural hydrology of the site and reduce the environmental impact associated with new development.

- Policy 9.2.5 New development will employ green building techniques and will strive to meet LEED and/or BuiltGreen rating systems.
- Policy 9.2.6 All lands within the Integrated Community Development designation shall be included within a development permit area.
- Policy 9.2.7 Residential density shall not exceed 23 units per hectare.
- Policy 9.2.8 The location and distribution of permitted uses within the Integrated Community Development designation will be identified within the implementing zoning bylaw. Uses considered suitable within the Integrated Community Development designation include home-based businesses, small-scale commercial and institutional uses, custom workshops as well as limited food processing.
- Policy 9.2.9 Sites within the Integrated Community designation shall be designed and developed to comply with the following objectives:
- a) minimize impacts on adjacent residential uses;
  - b) provide a safe, comfortable and attractive environment for employees, customers and others;
  - c) achieve a consistent and unified theme for site, building, landscape and signage design;
  - d) utilize sustainable development practices such as on-site rainwater management, energy efficient building design, and water consumption reduction measures.
- Policy 9.2.10 In order to provide safe pedestrian and cycling linkages and improve opportunities for active transportation such as walking and cycling, dedication of land for trails will be required connecting this development with the Koksilah Industrial Park and the surrounding residential area.
- Policy 9.2.11 This designation provides opportunities for residents to live and work within the same area. As a result, parking requirements may be lower than for a conventional residential or commercial development. In order to maintain the unique character of the development, consideration shall be given to varying parking requirements provided that adequate parking is shown.





## COWICHAN VALLEY REGIONAL DISTRICT

### BYLAW No. 3552

#### **A Bylaw For The Purpose Of Amending Zoning Bylaw No. 1840 Applicable To Electoral Area E – Cowichan Station/Sahtlam/Glenora**

---

**WHEREAS** the *Local Government Act*, hereafter referred to as the "*Act*", as amended, empowers the Regional Board to adopt and amend zoning bylaws;

**AND WHEREAS** the Regional District has adopted a zoning bylaw for Electoral Area E – Cowichan Station/Sahtlam/Glenora that being Zoning Bylaw No. 1840;

**AND WHEREAS** the Regional Board voted on and received the required majority vote of those present and eligible to vote at the meeting at which the vote is taken, as required by the *Act*;

**AND WHEREAS** after the close of the public hearing and with due regard to the reports received, the Regional Board considers it advisable to amend Zoning Bylaw No. 1840;

**NOW THEREFORE** the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

#### **1. CITATION**

This bylaw shall be cited for all purposes as "**CVRD Bylaw No. 3552 - Area E – Cowichan Station/Sahtlam/Glenora Zoning Amendment Bylaw (Urban Edge Properties Ltd.), 2011**".

#### **2. AMENDMENTS**

Cowichan Valley Regional District Zoning Bylaw No. 1840, as amended from time to time, is hereby amended in the following manner:

a) Section 3.1 – Definitions is amended by inserting the following definitions:

**Custom workshop** means a workshop where the production, sales and servicing of specialized goods or services, including home cabinets, signs, window coverings, and furniture occurs;

**Guest Lodge** means a building with not more than one kitchen, used for the overnight accommodation of transient, temporary paying guests;

**Historical centre** means a building or structure used to preserve, protect and display historical artifacts and which is maintained and operated by a non-profit society or a local government;

**Office** means the occupancy or use of a building for the purpose of carrying out business or professional activities, but specifically excludes retail activities and personal service use;

**Training centre** means a building or structure used to host seminars, workshops and conduct training but does not include public or private schools;

b) Part Nine is amended to include the following new Section 9.5 Integrated Community Comprehensive Development Zone (CD-1)

(a) Permitted Uses

The following uses, uses permitted under Section 4.4 and no others are permitted in a CD-1 Zone, and shall be located as set out in Figure B, Appendix Section 13.2 :

Accommodation/Institutional

- (1) *Bed and Breakfast;*
- (2) *Guest Lodge;*
- (3) *Hostel;*
- (4) *Historical Centre;*
- (5) *Art Gallery;*
- (6) *Training Centre;*
- (7) *Day care;*

Business Park

- (8) *Custom Workshop;*
- (9) *Contractor's workshop, yard and storage;*
- (10) *Food processing, excluding fish processing, abbatoirs and slaughterhouses;*
- (11) *Catering;*
- (12) *Office;*
- (13) *Repair, servicing, sales and rentals of personal and household goods and power tools, electric and electronic equipment, but excluding external storage of goods;*
- (14) *Retail sales accessory to a principal use;*

Residential

- (15) *Single family dwelling;*
- (16) *Two family dwelling;*
- (17) *Multiple family residence;*
- (18) *Home occupation.*

(b) Conditions of Use

For any parcel in the CD-1 Zone:

- (1) *Uses of land and construction of buildings and structures within the CD-1 Zone are subject to the regulations specified in Appendix Section 13.2;*
- (2) *The parcel coverage shall not exceed 40% for all buildings and structures;*
- (3) *The height of any principal building shall not exceed 10 metres;*

- (4) The height of accessory buildings shall not exceed 6 metres;
- (5) The minimum setbacks for the types of parcel lines set out in Column I of this section are set out for residential and residential accessory uses in Column II and for non-residential uses in Column III

Column I Type of Parcel Line	Column II Residential & Accessory Uses	Column III Non-residential Use
Front	7.5 metres	7.5 metres
Interior Side	3.0 metres; or 1 metre where the abutting parcel is zoned P-1	3.0 metres where the abutting parcel is zoned Industrial, Institutional or Commercial 6.0 metres where the abutting parcel is zoned Residential, Multi-family Residential, or Agricultural
Exterior Side	4.5 metres	4.5 metres
Rear	4.5 metres	3.0 metres where the abutting parcel is zoned Industrial, Institutional or Commercial 6.0 metres where the abutting parcel is zoned Residential, Multi-family Residential, or Agricultural

(c) Minimum Parcel Size

- (1) Subject to Part 12, the minimum parcel size shall be 1 ha.
- c) Schedule B (Zoning Map) to Zoning Bylaw No. 1840 is amended by rezoning that portion of Lot 6, Section 13, Range 6, Quamichan District, Plan 7797, as shown shaded on Schedule Z-3552, attached hereto and forming part of this Bylaw, from P-1 (Parks and Institutional) to CD-1 (Integrated Community Comprehensive Development 1).
- d) Section 13.2 is added to Part Thirteen – Appendices
  - 13.2 In addition to the regulations specified in Section 9.5 (CD-1 Integrated Community Comprehensive Development Zone), the following regulations apply to Lot 6, Section 13, Range 6, Quamichan District, Plan 7797 as shown shaded in grey on Schedule 'A' of Bylaw No. 3552.

Location of Uses

- 1. Permitted uses shall be set out as illustrated on Figure B, and are divided into 3 categories: Residential, Accommodation/Institutional, and Business Park.
- 2. The CD-1 (Integrated Community Comprehensive Development) Zone outlines the permitted uses within each of the above-referenced categories.
- 3. The distribution of single family residential development and multi-family development shall be as shown on Figure B.
- 4. The following sections outline additional requirements relevant to each category of use.

Business Park

1. All uses must be carried on within an enclosed building except for storage of material permitted under Section 13.2 (7).
2. A maximum of four buildings or a total building footprint of 505 m<sup>2</sup> is permitted within the business park.
3. Outdoor storage area within the business park shall not exceed 10% of the total gross floor area.

Residential

1. The maximum density of dwelling units shall not exceed 23 units per Ha of parcel area;
2. Maximum gross floor area of single family dwelling units is 55 m<sup>2</sup>;
3. Maximum gross floor area of multi-family dwelling units is 90 m<sup>2</sup>;
4. The maximum number of single family dwellings per parcel is 6.
5. One residential accessory building is permitted per dwelling unit.

Accommodation/Institutional

1. A maximum of 8 bedroom accommodation units shall be used for guest sleeping accommodation in a *guest lodge* or hostel.
2. A *guest lodge* or hostel shall be limited to a maximum occupancy of 20 adult persons at any one time.
3. Within a *guest lodge*, the sale or provision of food to non-overnight patrons is prohibited.
4. Within a *guest lodge, bed and breakfast* or hostel, no person shall occupy a bedroom accommodation unit for more than ten (10) weeks in a calendar year.

Parking

1. On-site parking requirements are specified within CVRD Off-street Parking Bylaw No. 1001.
2. For the purposes of providing adequate parking, shared parking areas may be provided on the subject property.

**3. FORCE AND EFFECT**

This bylaw shall take effect upon its adoption by the Regional Board.

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary

This map is compiled from various sources for internal use and is designed for reference purposes only.

The Regional District does not warrant the accuracy.








All persons making use of this compilation are advised that amendments have been consolidated for convenience purposes only and that boundaries are representational.

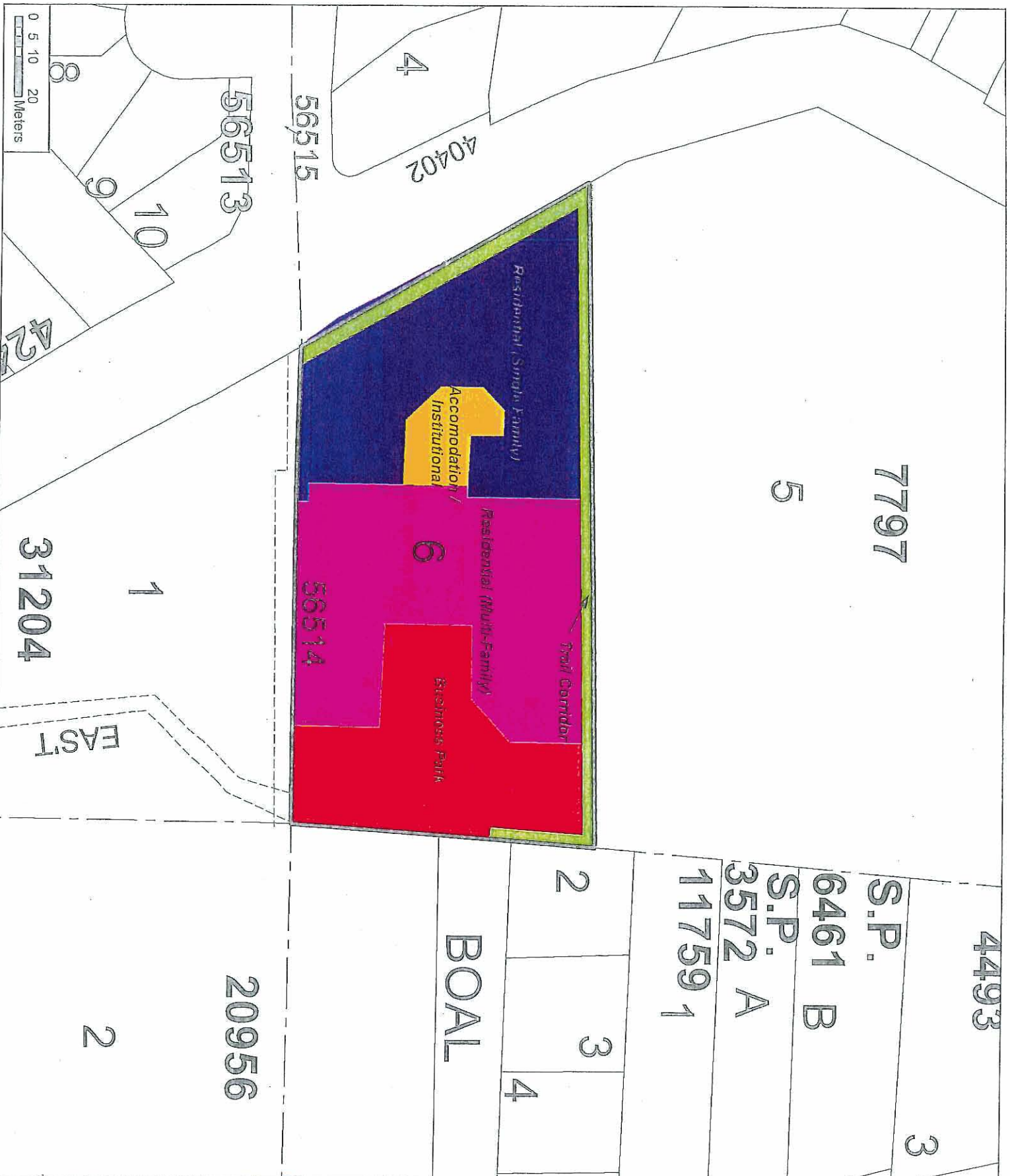
*The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.*

FILE: 1-E-10-RS

Figure B

Legend

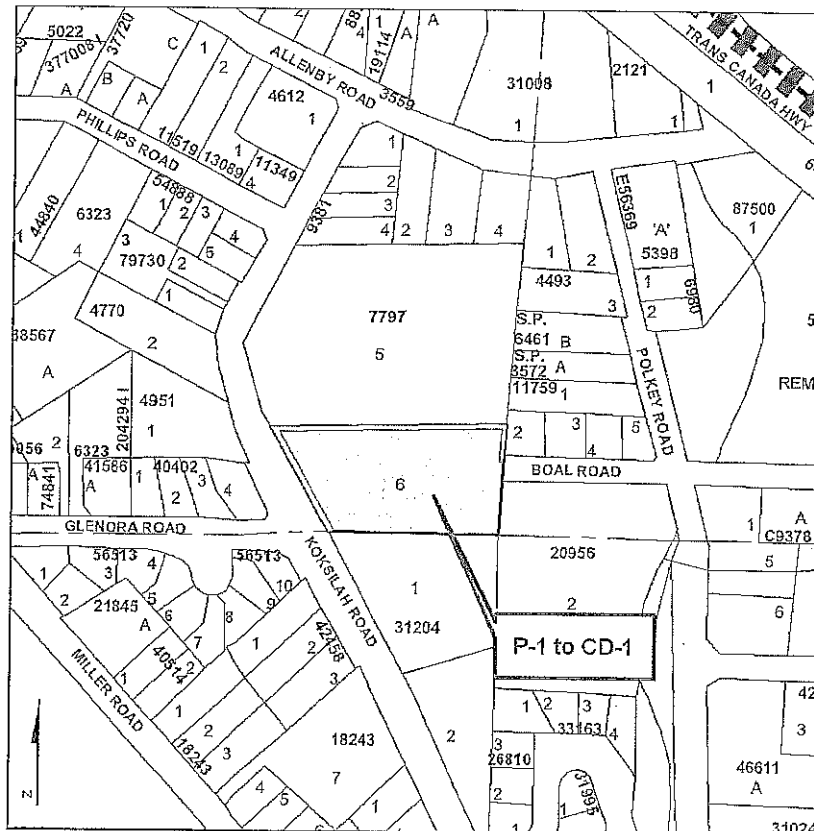
-  Subject Property
-  Proposed Land Uses
-  Accommodation / Institutional
-  Business Park
-  Residential (Multi-Family)
-  Residential (Single Family)
-  P-1 (Trail Corridor)



PLAN NO. Z-3552

**SCHEDULE "A" TO ZONING AMENDMENT BYLAW NO.  
OF THE COWICHAN VALLEY REGIONAL DISTRICT**

3552



THE AREA OUTLINED IN A SOLID BLACK LINE AND SHADED IS REZONED FROM

P-1

TO

CD-1

APPLICABLE

TO ELECTORAL AREA E



## STAFF REPORT

### ELECTORAL AREA SERVICES COMMITTEE MEETING OF SEPTEMBER 6, 2011

DATE: August 31, 2011

FILE NO: 1-E-10 RS

FROM: Rachelle Moreau, Planner I

BYLAW NO: 1490 and  
1840

SUBJECT: Application No. 1-E10RS  
(David Coulson/Urban Edge Properties)

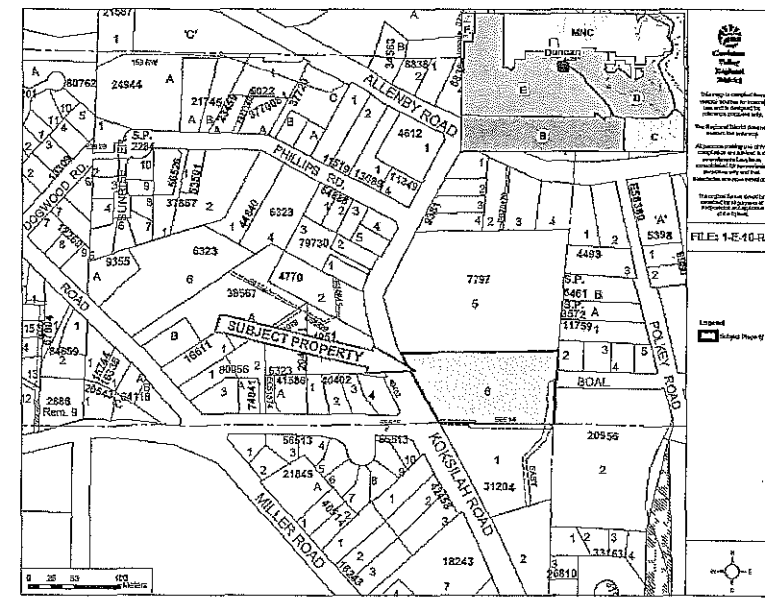
#### Recommendation/Action:

- That CVRD Bylaws No. 3551 and 3552 – Area E - Cowichan Station/Sahtlam/Glenora Official Community Plan and Zoning Amendment Bylaws (Urban Edge Properties Ltd.), 2011 be granted First and Second reading;
- That agency referrals to the Ministry of Transportation and Infrastructure, City of Duncan, Vancouver Island Health Authority, Cowichan Tribes First Nation, Duncan Fire Department, and School District #79 be accepted;
- That a Public Hearing be held with Directors Duncan, Iannidinardo, and Dorey named as delegates of the Board.

Relation to the Corporate Strategic Plan: N/a

Financial Impact: (Reviewed by Finance Division: N/a)

#### Location Map:



**Background:**

An application has been received to rezone the subject property from Parks and Institutional (P-1) to a new zone permitting a range of small-scale commercial and light industrial uses as well as residential (multi-family and single-family residential).

Location: 5241 Koksilah Road

Legal Description: Lot 6, Section 13, Range 6, Quamichan District, Plan 7797  
(PID: 005-673-941)

Date Application and Complete Documentation Received: May 27, 2010

Owner(s): Cedar Crest Management Ltd.  
Applicant: David Coulson

Size of Land Parcel: 1.15 ha (2.85 acres)

Contaminated Site Profile Received: Declaration pursuant to the *Environmental Management Act* signed by owners.

Existing Use of Property: Currently P-1 Zoned, however it is used for residential (multi-family and single-family), as well as the applicant's business (design and construction).

**Existing Use of Surrounding Properties:**

North: Undeveloped (R-3 Urban Residential)  
South: Multi-family residential (RM-2 Medium Density Multi-family Residential)  
East: Industrial (I-1 Light Industrial)  
West: Residential (R-3 Urban Residential)

Road Access: Koksilah Road  
Water: Eagle Heights Water System  
Sewage Disposal: Eagle Heights Sewer System

Agricultural Land Reserve Status: The property is not located in the ALR

Environmentally Sensitive Areas: There are no streams identified within the Environmentally Sensitive Areas Atlas on the subject property, however a non-TRIM stream is located on the adjacent property to the east. As a result, there is an established riparian area on the eastern edge of the property. Additionally, there is a drainage ditch along the south side of the property that drains to this stream.

Archaeological Sites: None identified in CVRD mapping

Fire Protection: Eagle Heights Fire Service Area

Existing Plan Designation: Urban Residential

Proposed Plan Designation: Integrated Community (new plan designation)

Existing Zoning: P-1 (Parks and Institutional)

Minimum lot size under existing zoning: 0.2 ha (approximately 0.5 acres) for parcels served by both community water and sewer



Proposed Zoning: CD-1 Integrated Community Comprehensive Development (new zone category)

Minimum lot size under proposed zoning:

Subdivision is not being proposed, however staff recommend a 1 ha minimum lot size

### **Property Context**

The subject property is an approximately 1.15 ha lot located on Koksilah Road with the east end of the lot extending to Boal Road within Electoral Area E – Cowichan Station/Sahtlam/Glenora. Currently, the main land use on the property is residential with approximately 11 dwelling units. There is also a workshop on the property used for the applicant's design and construction business.

As a result of the residential care facility that operated on the property in past years, the property is zoned P-1 (Parks and Institutional), which permits a number of institutional uses as well as a single-family dwelling accessory to a permitted use. Two of the buildings had been previously divided into a number of residential units/bedrooms when they were used for the care facility, and currently these buildings have been undergoing renovations to make them self-contained suites and improve their condition (e.g. upgrades to structure, electrical etc.).

### **Proposal**

The applicant is requesting that the subject property be rezoned in order to develop it for a mixed-use, mixed housing community consisting of a range of small scale commercial/industrial uses and home-based businesses, as well as approximately 23 dwelling units (12 new dwellings). The intention is that the property would provide affordable housing and opportunities for local employment.

Towards the east side of the property, adjacent to the currently I-1 zoned land, the applicant is proposing to locate 3 commercial/workshop buildings. These would accommodate a range of small scale commercial and light industrial type uses.

For reference, a total of 4 commercial/industrial units are proposed, consisting of the following:

- Current 161 m<sup>2</sup> (1740 ft<sup>2</sup>) workshop used for the applicant's own workshop;
- Three new commercial spaces ranging from 93-140 m<sup>2</sup> (1,000-1,500 ft<sup>2</sup>);
- Commercial or institutional uses proposed for the heritage building (McClay house); and
- Approximately eight 10 m<sup>2</sup> (100 ft<sup>2</sup>) storage units within the multi-family building for use by the tenants.

The existing heritage house on the property is proposed to be used for accommodation or institutional type uses. For example, this would potentially include B&B or guest lodge, art gallery, training centre, offices, or daycare centre.

An addendum to the Sustainability Checklist has been provided (attached) which gives an indication of the green initiatives proposed for the site. These include keeping the majority of the existing tree canopy, preservation of a vegetated buffer in the riparian area, inclusion of community gardens, employment and residences within walking distance of each other, and green buildings.

Staff have been working with the applicant and the Advisory Planning Commission (APC) to identify a range of potential business uses that could occur on the site, and appropriate limitations to keep them small scale and compatible with residential uses on the site. The difficulty with commercial and light industrial uses is that many of them are not, by nature, small scale, and could lead to an undesirable amount of commercial or industrial activity on the site.

There is also some risk in being too specific with the terms used within the new zone, and also introducing new terminology or definitions that may affect uses already permitted on other properties. As noted above, the zoning for the property is currently P-1 (Parks and Institutional), which was applied when there was a care facility/group home operating on the property. However, currently none of the permitted uses are taking place on the property.

The below list of current or proposed uses has been reviewed by the APC, who were generally supportive of the application. Where there is no definition identified, it is because there is none specified in the zoning bylaw and/or it is felt to be sufficiently clear so as to not require further definition.

#### **Proposed Uses**

#### **Current or Proposed Definitions**

##### Accommodation:

- |                    |   |
|--------------------|---|
| A) Bed & Breakfast | <i>"means the accessory use of a residential dwelling for the overnight tourist accommodation of transient paying guests in which breakfast is the only meal served."</i> (Existing definition – Area E Zoning Bylaw) |
| B) Guest Lodge     | <i>"means a building with not more than one kitchen, used for the overnight accommodation of transient, temporary paying guests."</i>   |

##### C) Hostel

##### Institutional

- |                      |  |
|----------------------|--|
| D) Historical Centre | <i>"means a building or structure used to preserve, protect and display historical artifacts and which is maintained and operated by a non-profit society or the Cowichan Valley Regional District."</i> |
| E) Art Gallery       |  |
| F) Training Centre   | <i>"means a building or structure used to host seminars, workshops and conduct training but does not include public or private schools."</i>   |
| G) Day Care          | <i>"means a community day care facility licensed by Ministry of Health pursuant to the <u>Community Care Facilities Act</u>." (Existing definition – Area E Zoning Bylaw)</i>                            |

##### Light Industrial

- |   |   |
|---|---|
| H) Custom Workshop                            | <i>"means a workshop where the production, sales and servicing of specialized goods or services, including home cabinets, signs, window coverings, and furniture occurs."</i> |
| I) Contractor's workshop,<br>yard and storage |   |
| M) Food processing                            |   |

Commercial/Professional

N) Catering

O) Office *"means the occupancy or use of a building for the purpose of carrying out business or professional activities, but specifically excludes retail activities and personal service use."*

P) Repair, servicing, sales and rentals of personal and household goods and power tools, electric and electronic equipment, but excluding external storage of goods

Q) Retail sales accessory to a principal use.

Residential

R) Single family dwelling

S) Two family dwelling

T) Multiple family Residence *"means a building containing three or more dwelling units and includes townhouses and apartments". (Existing definition – Area E Zoning Bylaw)*

U) Live/work Studio *"means a dwelling unit which includes space for office, artist studio, repair shops, custom workshops, and the like."*

V) Home Occupation *"means a profession, occupation, business or craft and the sale of the services and goods made on the same parcel where such activities are carried on as an accessory use in a dwelling or accessory building to the dwelling." (Existing definition – Area E Zoning Bylaw)*

Horticulture

W) Horticulture *"means the practice of growing fruits, vegetables, flowers or ornamental plants and excludes mushroom farming."*

X) Accessory retail sales of horticultural products grown on the same parcel of land.

Access

Access to the property will be provided by Boal Road, and the existing driveways off Koksilah Road will be decommissioned. As noted below, the Ministry of Transportation and Infrastructure (MoTI) is requiring that the applicant construct a turn-around at the end of Boal Road.

Parking

Currently, on-site parking must be provided in accordance with CVRD Parking Standards Bylaw No. 1001, which specifies the number of parking spaces required according to the use(s) of the parcel. Parking requirements can be varied through the development permit/development variance permit process on a site specific basis. Based on only the residential use, 38 parking spaces would be required. Currently on the site, there are 31 parking spaces indicated on the plan.

Comprehensive Development Zones are prime candidates for specifying site-specific parking requirements as the uses are somewhat flexible, the distribution of parking spaces on the lot can be flexible and the uses may change over time.

Under the proposal, there will be 23 dwellings, approximately 505 m<sup>2</sup> of small-scale commercial or business park buildings (not including the 8 mini-storage units that are currently used by the tenants on site), and the existing heritage building, approximately 250 m<sup>2</sup>, which is proposed for a variety of accommodation/institutional uses.

The applicant indicates that due to the location of the property (close to employment), and because the development focuses on affordability and live/work opportunities, that parking needs on site will be low. However, the combination of residential, commercial, and small-scale industrial and institutional uses makes determining appropriate parking requirements a challenge.

It is recognized that parking needs will range over the site, and range over time i.e there may be peak parking requirements depending on how the property is ultimately developed. A training centre or hostel will have different parking needs than a single-tenant office. As such a requirement based on the floor area of the buildings would be one option for the site. For example, a parking requirement of 1 space per dwelling, including home occupations and live/work studios, plus 1 space per 40 m<sup>2</sup> of commercial/industrial or institutional use would result in 23 spaces for the residential portion, and approximately 15 for the commercial/institutional/industrial areas plus 6 for the heritage building for a total of 42.

Alternatively, by not establishing new parking requirements in the proposed zone, the property would be subject to the CVRD Parking Standards Bylaw No. 1001, which specifies parking requirements according the use. This would enable the CVRD through the development permit process to examine the use and parking for the proposed buildings in more detail and identify what, if any, variance should be permitted. As such, at this time no new parking requirements have been specified in the proposed Zone.

#### *Floodplain*

Based on Ministry of Environment floodplain mapping, the subject property is just outside the Cowichan River floodplain.

#### *Riparian Areas Regulation*

Prior to any new development within 30 metres of a stream, a Riparian Areas Regulation assessment will be required. In terms of new construction, this will affect primarily the southeast portion of the lot where there is an established riparian area.

#### **Policy Context**

The subject property is zoned Parks and Institutional (P-1), and designated Urban Residential in Official Community Plan (OCP) Bylaw No. 1840. The land use surrounding the subject property consists primarily of single and multi-family residentially zoned properties (the lot to the south is zoned multi-family but currently has a single-family dwelling on it), and to the east is the Koksilah Industrial Park.

The Official Community Plan does not appear to have contemplated this style of development, and provides limited direction in regards to the combination of small scale commercial/industrial uses with multi-family development. However, a number of relevant policies have been identified below.

#### *Policy 7.1.8*

*Existing areas zoned multi-family residential on the date of adoption of this Plan may continue to be zoned in their existing categories, however, no further areas shall be zoned "multi-family residential" in the Plan Area.*

**Policy 7.4.3**

The Regional Board may consider the rezoning of suitable parcels of land for "Medium Density Residential"<sup>1</sup> in those areas designated Urban Residential within the Plan area, subject to the following criteria:

- a) That the lands be included within a development permit area for the purposes of protection of development from hazardous conditions, and the establishment of guidelines and objectives for the form and character of intensive residential development;
- b) Parcels proposed to be rezoned must be equal to or greater than 0.8 ha in size;
- c) Parcels proposed to be rezoned must be eligible for connection to a community water system and community sewer system, as defined in the Zoning Bylaw;
- d) That rezoning of parcels for "Medium Density Residential" use have minimal traffic impacts to the surrounding neighbourhood.

**Policy 10.2.5**

(Light Industrial) That the Regional District should encourage industrial property owners, in conjunction with Ministry of Transportation and Infrastructure and School District 79, to establish safe routes to Koksilah School through the Koksilah Industrial Area.

Also for consideration are the Residential and Commercial Objectives (Section 2.2) specified within the Official Community Plan:

**Residential Development Objectives 2.2.6**

- a) Control the pattern and phasing of land development in order to ensure the orderly development of the area;
- b) Effect a form of residential development which does not detract from the area's overall character and is cognizant of the capabilities and ability of the land to support development;
- c) Accommodate a diversity of lifestyles by permitting a variety of lot sizes and residential densities, while discouraging the indiscriminate mixing of parcel size where it would result in inefficient land use and servicing or where it would destroy the quality of life enjoyed by existing residents;
- d) Encourage the retention and provision of housing that is affordable to all income levels in the planning area;
- e) Evaluate all development proposals as to their long-term implications regarding the provision of services and utilities;
- f) Ensure that residential development does not conflict with or preclude the utilization of resource lands and is in character with the rural setting.

**Commercial Area Objectives 2.2.7**

- a) Require that commercial uses are located in areas where they can be appropriately serviced and best serve the needs of the local community;
- b) Discourage small scale commercial uses in locations which are isolated from existing commercial areas or which reduce highway safety or impact on the rural character of the community or its natural environment;
- c) Sanction a clearly defined range of activities in residential areas which may be permitted as a home craft or a home occupation.

**Zoning**

The current use of the property for multi-family residential development does not comply with the P-1 Zoning, nor does it permit commercial operations or home-occupations. With this proposal, the applicant is requesting that a new Zone be applied to the subject property that would recognize the current and proposed uses.

<sup>1</sup> "Medium density residential" in the Zoning Bylaw refers to single and two-family dwellings at a density of 17 units per hectare of parcel area.

A new zone would specify the permitted uses, conditions of use, the maximum density and the distribution of the uses on the lot. With regards to the proposed residential density, currently 23 units are proposed, and if this lot were developed under the same zoning that exists on the surrounding lots (R-3 Urban Residential or RM-2 Medium Density Multi-family residential). It could potentially achieve the following density, not accounting for road or park dedication:

- R-3 (Urban Residential) – 12.7 units
- RM-2 (Medium Density Multi-family residential) – 34.5 units

With regards to the siting of existing buildings, the existing building proposed for multi-family use does not conform to the current minimum side yard setbacks of the zoning as it is built too close to the parcel line. Within the new Zone, a reduced setback recognizing the siting of this building could be established; however it is felt that over time if a new building is proposed it should be constructed with larger setbacks. In the meantime, the existing building is protected under Section 911 of the *Local Government Act*, which governs non-conforming uses and siting.

#### **Correspondence:**

We have received one letter (attached) from the adjacent property owner to the south, indicating concerns over the potential noise and need for buffers between residential and industrial land.

#### **Referral Agency Comments:**

This proposal has been referred to the following external agencies for comment:

- City of Duncan (Water) – *Approval recommended but City of Duncan cannot provide any assurance that adequate water will be available at time of development, due to the limited information available with the application regarding the specifics of the development. At the time of actual development, the developers may be required to have the water system upgraded at their cost.*
- Duncan Fire Department – *Approval recommended subject to conditions: a) that the address be changed if the entrance to the complex is off Boal Road; b) that a fire hydrant be placed on the property at an agreed location; c) the roads on the property be 6 meters wide.*
- Cowichan Tribes – *Interests unaffected*
- Vancouver Island Health Authority – *No objection provided all dwellings are serviced by community water and sewer systems. All domestic sewage originating from a structure must be discharged into a public sewer, holding tank approved by this office, or a sewerage system that complies with the Sewerage System Regulation. In this regard, the 'grey water' is to be discharged into the public sewer and not stored in a below ground cistern for reuse. Reusing 'grey water' for flushing toilets etc. within a structure would fall under the building code.*
- Ministry of Transportation and Infrastructure – *There is no public turn-around currently at the end of Boal Road. The applicant must provide a proposal for a public turn-around (e.g. cul-de-sac or hammerhead) acceptable to the Ministry. Dedication may be required. No commercial access will be permitted on Koksilah Road unless it can be proven that an access clearly meets Ministry standards, particularly for approach grades and decision sight distances.*
- School District 79 – *No comments received*
- CVRD Parks and Recreation Department – *That the following portions of the above-described property be deeded to the Cowichan Valley Regional District: a) a 3 metre wide portion of the property running the full length of the parcel along the north boundary; b) a 4 metre wide parcel of the property fronting the length of the west boundary, namely adjacent to the Koksilah Road right-of-way; and c) a 3 metre wide parcel of the north-east corner of the property from Boal Road to the northern boundary of the property. The applicant has also agreed to construct the trail running along the western boundary (along Koksilah Road) to CVRD trail standards.*

- CVRD Water Management Division – *No objection. This property is within the CVRD Eagle Heights Sewer Service Area, which has capacity for additional sewage units (flows).*
- CVRD Public Safety Department – *Wildland Interface Mapping indicates the area hazard interface as “low”; water provisions to the property must be compliant with “NFPA 1142, Standard on Water Supplies for Suburban and Rural Fire Fighting” to ensure necessary firefighting water flows; and sufficient access/egress space is required for emergency services equipment to provide citizenry and emergency services personnel secondary evacuation route.*

**Advisory Planning Commission Comments:**

At its January 13, 2011 meeting, the Advisory Planning Commission (APC) made the following recommendation with regards to this application:

*“APC agrees with the density and overall concept of the proposal, however the proposed uses require more refining to better reflect the small scale nature of the proposed commercial and industrial uses. The APC would like to review the revised list of proposed uses.”*

A follow-up meeting was conducted on April 14, 2011 to discuss in more detail the permitted uses proposed for the property. The APC reviewed the list of proposed uses and current or proposed definitions (see above). They assigned three categories to the proposal and identified which permitted uses would be suitable for each category: residential zone, accommodation-institutional, and business park.

They also recommended that the new single family cabins be limited to no larger than 55 m<sup>2</sup> (592 sq. ft), that multi-family suites be no larger than 90 m<sup>2</sup> (969 sq. ft), and that residential occupancy of the property be limited to 23 units for the site. Additionally, they recommended that a maximum of four business units be permitted in the business park.

**Planning Division Comments**

Policies within the Official Community Plan that speak to multi-family residential development are noted above, and do not strongly encourage further multi-family development within the plan area. However, the residential objectives include accommodating a range of lifestyles, affordable housing and efficient use of land.

With respect to the commercial and industrial component of the application, the objectives support commercial uses within serviced areas that are not isolated and which best serve the needs of the local community. OCP policies recommend that any new multi-family residential development be included within a development permit area which would address form and character (appearance, landscaping, etc) of the development.

The applicant has also agreed to dedicate land for trails, which totals approximately 895 m<sup>2</sup> on the subject property and will provide connections from Koksilah Road and the residential community in Eagle Heights, through the property to the industrial park along Boal Road and the Koksilah School.

In 1993, an application to rezone this property to multi-family residential (RM-3) in order to permit approximately 73 residential units was denied due to lack of infrastructure (water, sewer, schools, roads) and lack of public support. However, the proposed density under the current application is significantly reduced, and the servicing does not appear to be a limiting factor for the development.

With good design and attention to site planning, the proposed uses could blend well with the surrounding neighbourhood, and the trails will provide desired connectivity between the residential neighbourhood to the west and the industrial park to the east.

There are limited opportunities for development of this property under the existing zoning, and the application proposes uses that are currently occurring on the neighbouring properties. The application is a blend of the surrounding land uses, incorporating single-family and multi-family units, as well as small scale commercial/industrial uses, and presents a unique approach to mixing land uses and providing a range of housing options. The proposed uses encourage local employment opportunities, as well as preservation and promotion of the heritage building on the subject property, which the applicant is currently in the process of restoring.

Should the application be received favourably by the EASC, the attached draft bylaws have been prepared for review. It is recommended that the amendment bylaw be structured as a Comprehensive Development Zone, which allows for a variety of uses on the property as indicated on the Comprehensive Development Zone map.

**Options:**

**Option 1:**

- a) That CVRD Bylaws No. 3551 and 3552 – Area E - Cowichan Station/Sahtlam/Glenora Official Community Plan and Zoning Amendment Bylaws (Urban Edge Properties Ltd.), 2011 be granted First and Second reading;
- b) That agency referrals to the Ministry of Transportation and Infrastructure, City of Duncan, Vancouver Island Health Authority, Cowichan Tribes First Nation, Duncan Fire Department, and School District #79 be accepted.
- c) That a Public Hearing be held with Directors Duncan, Iannidinardo, and Dorey named as delegates of the Board.

**Option 2:**

- a) That Application No. 1-E-10 RS (Urban Edge Properties Ltd.) be revised.

**Option 3:**

- a) That Application No. 1-E-10RS (Urban Edge Properties Ltd.) be denied and that a partial refund of application fees be given in accordance with CVRD Development Application Procedures and Fees Bylaw No. 3275.

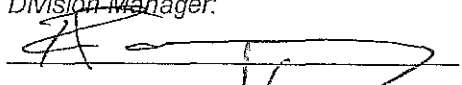
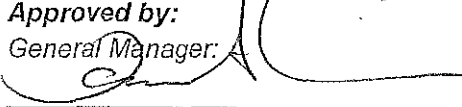
Option 1 is recommended.

Submitted by,



for: Rachelle Moreau  
Planner I  
Development Services Division  
Planning and Development Department

RM/ca

<p><b>Reviewed by:</b> Division Manager:</p> 
<p><b>Approved by:</b> General Manager:</p> 



## MEMO

To: Rachelle Moreau - Planning Department  
From: Carson & Jennifer Shanks – Land owners  
Date: February 3<sup>rd</sup>, 2011  
Subject: Re- Zoning Application 5241 Koksilah

Dear Ms. Rachelle Morrowe

Currently we own 5237 Koksilah - the property immediately to the South of the subject property for rezoning. For the most part we support the rezoning application but have one major concern - we strongly object to any industrial zoned land adjoining residentially zoned land due to noise, smells, lighting issues etc.

Our property backs onto the Allenby / Polkey Road Industrial Park with no buffer zones and we have learned that the two zonings do not mix. The previous owners of our property and neighbouring property owners have had issues with the Allenby / Polkey Road industrial park for many years as can be verified by your bylaws department. Living next to a recycling plant with no buffer zone is not enjoyably for many reasons but namely the noise pollution.

From a planning point of view, industrial zones need to have adequate buffer zones between them and residential land. It is for this reason we do not support the industrial component of our neighbouring properties rezoning application. Ultimately, the proposed application will double the current problem making 2 out of 3 of our neighbours industrial residents and will affect how our property is used and the value.

Thank you for your time and consideration pertaining to this issue.

Kind regards,

Carson & Jennifer Shanks

## CVRD SUSTAINABILITY CHECKLIST ADDENDUM

### Environmental Protection and Enhancement

How does the development protect and/or enhance the natural environment?

1. Conserve, restore or improve natural habitat:
  - We are conserving 90% of the existing tree canopy and supplementing to over and above the original 100% with the addition of new trees, shrubbery, perennial borders and community gardens; all trees were retained in setback areas
  - Landscaping will rely heavily on native species attractive to local wildlife to provide food and shelter, within newly planted beds and vegetative buffer zones
  - A 10 meter treed vegetative buffer zone is planned to protect the designated riparian zone in the right of way (a narrow water diversion runs from west to east along the southern property line—it feeds into a marshy slough just before entering what has been described as fish-bearing streambeds converted into a ditch)
2. Remove invasive species:
  - Removal of invasive species has been ongoing since purchase of the property
  - At this time, we are concentrating on the eradication of Himalayan blackberry, bindweed, ivy and horsetail which are the most damaging invasive species on the site
  - We have used sheet composting to control the above, reclaiming overrun areas and converting to community garden sites; ivy is being hand pulled in the treed areas, this project will be ongoing for some time. A large section of the northern boundary has been reclaimed from invasives through use of recycled cardboard and site-generated wood chips in the sheet composting technique. This chemical-free method will prevent and/or slow down further weed growth and will contribute to soil revitalization
- 3.-5.
  - Development does not impact an ecologically sensitive site but enhances the existing property
  - Housing is purposefully dense to minimize footprint
6. Protect groundwater from contamination:
  - A new drainage system is planned for currently marshy lawn area
  - A system of berms and swales will be implemented to control ground water/storm water runoff
  - A ban on the use of chemical pesticides, herbicides and fertilizers to eliminate any toxic runoff is already in place; as the landscape is planted and regular landscape maintenance is in place, reliance will be on an Integrated Pest Management program using natural alternatives, companion planting and

rotational cropping for the community vegetable gardens to deter disease and pests. We also plan to use some of our own invasive species (ie. Horsetail tea) as a natural fungicide

How the development contributes to the more efficient use of land?

7– 11. See application

How the development facilitates good environmentally friendly practices?

12. Provide onsite composting facilities:
  - We have onsite composting facilities in place, currently a three-bin system, with plans for a second bin system; plant material not desirable in the compost system itself, will be stockpiled in outlying areas for slower decomposition
13. Provide an area for a community garden:
  - A community garden available to all tenants has been in place for over a year. Two more community garden spaces will be planted by June of this year. Green roof, roof top and vertical wall gardens are planned for buildings throughout the site and landscape buffer zones bordering driveway, entrances and between buildings with a focus on edible landscaping
  - A garden maintenance manual for the benefits of the tenants on site, and any gardening personnel will outline best environmental practices for use on site
14. Involve innovative ways to reduce waste, and protect air quality:
  - Recycling of construction materials and household waste has been ongoing for two years; a well established recycling program is in effect for all tenants. So that tenants can see site management practicing what they preach, large quantities of recycled building and finishing materials have already been successfully integrated into the existing fabric (restored suites), as well as the landscaping techniques mentioned above.
15. Include a car free zone:
  - Parking and movement of vehicle traffic will be designed based on Woonerf five primary criteria (Livable Streets by Donald Appleyard, 1981): gateways that announce that one has entered the woonerf; curves to slow vehicle traffic; amenities such as trees, bed plantings and play equipment that serve the dual purpose of forcing vehicles to slow down; no curbs—(but possibly espaliered fruit trees to border laneway); and intermittent parking so that cars do not form a wall of steel between lane and housing. There are also completely car free spaces in community areas such as Cedar Grove and picnic table area.
16. Include a car share program:
  - A car share program is not anticipated since the site is within walking distance for transit and urban services, bicycle racks will be provided and walking

paths on site; the proximity of this site to the downtown core – as well as to job-providing businesses throughout the Koksilah industrial park – is a strong enabling factor to achievement of these transportation environmental objectives. Koksilah Elementary School is a short walk away. If tenants don't work on site, they work near it – or the businesses and facilities that they support are located near enough to access by bicycle and on foot.

How does the development contribute to the more efficient use of water?

17. Use plants or materials in the landscaping design that are not water dependant?
  - Reliance on mulching techniques to conserve irrigating water on site. Although new introductions of plant species will require some watering until established, a routine system of mulching is planned to greatly reduce need for irrigation in subsequent seasons
  - Landscaping will rely heavily on the use of native plants that are acclimatized to this region with its wet winters and often dry summers or species that survive well in our Pacific Northwest zone
  - The implementation of a system of berms and swales with planting of appropriate species
18. Recycle water and wastewater:
  - We plan to implement rain barrels on the heritage building and existing structures and below ground grey water storage cisterns on new planned structures
19. Provide for no net increase to rainwater runoff:
  - Excepting the building structures (existing and planned) approximately 90% of the ground area is water-permeable. Property is a gentle, continuous slope. Planned driveway and parking areas will be gravel. All paths and other on the ground hardscaping will specify permeable materials
  - Rain gardens are part of the vegetated bioswale, berm planting landscape design

How will the project be constructed sustainably?

23. Built to a recognized green building standard:
  - LEED, BOMA Go Green, The Green Bylaws Toolkit, Smart Growth B.C. Toolkit and the Cowichan – Koksilah Area E Official Community Plan (Bylaw No. 1490) have been our primary sources for best building practices since the inception of this project, but prior to that for all building/design that we have been involved in for at least the last decade
  - Built Green BC and LEED will be our construction checkpoints during all development

24-28 Reduce, re-use construction waste, avoid contamination:

- All existing topsoil on site needing removal has been stockpiled and/or re-used for community gardens. This practice will continue through the construction process
- Recycling of construction materials has been a consistent part of our building practice for twenty years. We not only seek to recycle and re-use our own waste, but also use so-called scrap material from the surrounding community, a good neighbourly policy. DCD has it's own recycling of the waste stream ie. Doors, windows, plumbing fixtures, cabinets, etc.
- A key practice in the construction will be the protection of existing trees, soil, avoiding compaction and avoiding damage to any greenery during the construction process. Our crew is already familiar with these practices
- Stone, mulch, cardboard, drainage material are all available within 50 meters of our site (Stone Pacific and Active Recycle)

### Community Character and Design

How does the development proposal provide for a more “complete community” within a designated Village Centre?

1. How does the development improve the mix of compatible uses within an area?
  - Urban Edge Properties Ltd. embraces the mixed use concept. Our proposal for a mixed use zoning would see live/work space proximity, detached single family and one-two bedroom suites and include commercial office and gallery space, phasing into service commercial and light industrial. In addition to fulfilling the basic requirement for affordable and comfortable housing within the valley, this site is designed to provide much-needed access to green space for all tenants and encouragement towards an eco-friendly lifestyle that encompasses the buildings themselves and the use of the surrounding land.
- 2– 3.
  - Tenants can access a variety of services within close proximity. The same business/tenant diversity that reduces the need for transportation also tends to support a socially diverse community and places for all residents to gather and share community space. People, jobs and transportation will be closer together.



Covichan  
Valley  
Regional  
District

This map is compiled from various sources for internal use and is designed for reference purposes only.

The Regional District does not warrant the accuracy.

All persons making use of this compilation are advised that amendments have been considered for convenience purposes only and that boundaries are representational.

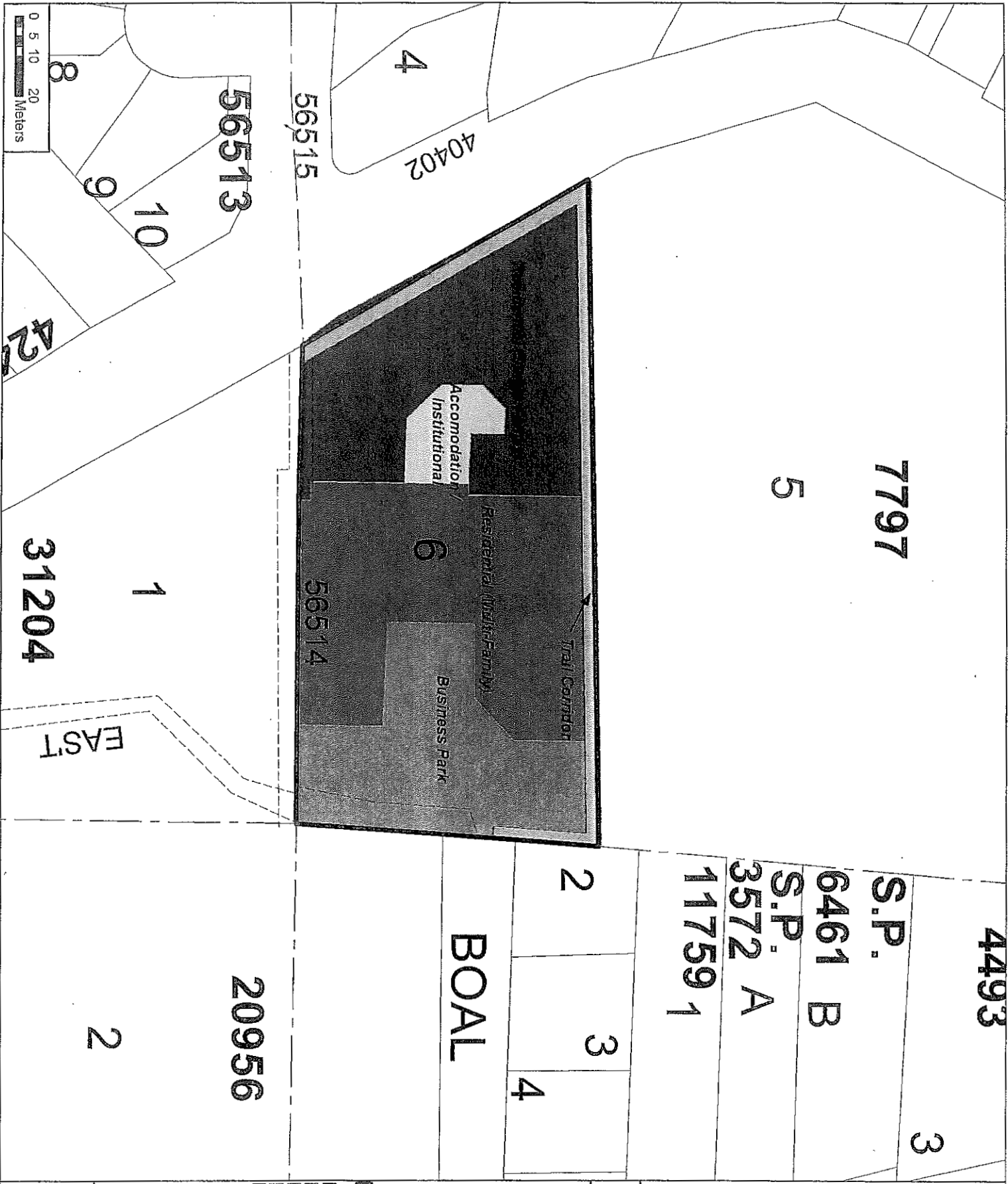
The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

FILE: 1-E-10-RS

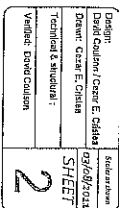
**Figure B**

**Legend**

- Subject Property
- Proposed Land Uses
- Accommodation / Institutional
- Business Park
- Residential (Multi-Family)
- Residential (Single Family)
- P-1 (Trail Corridor)



## 107



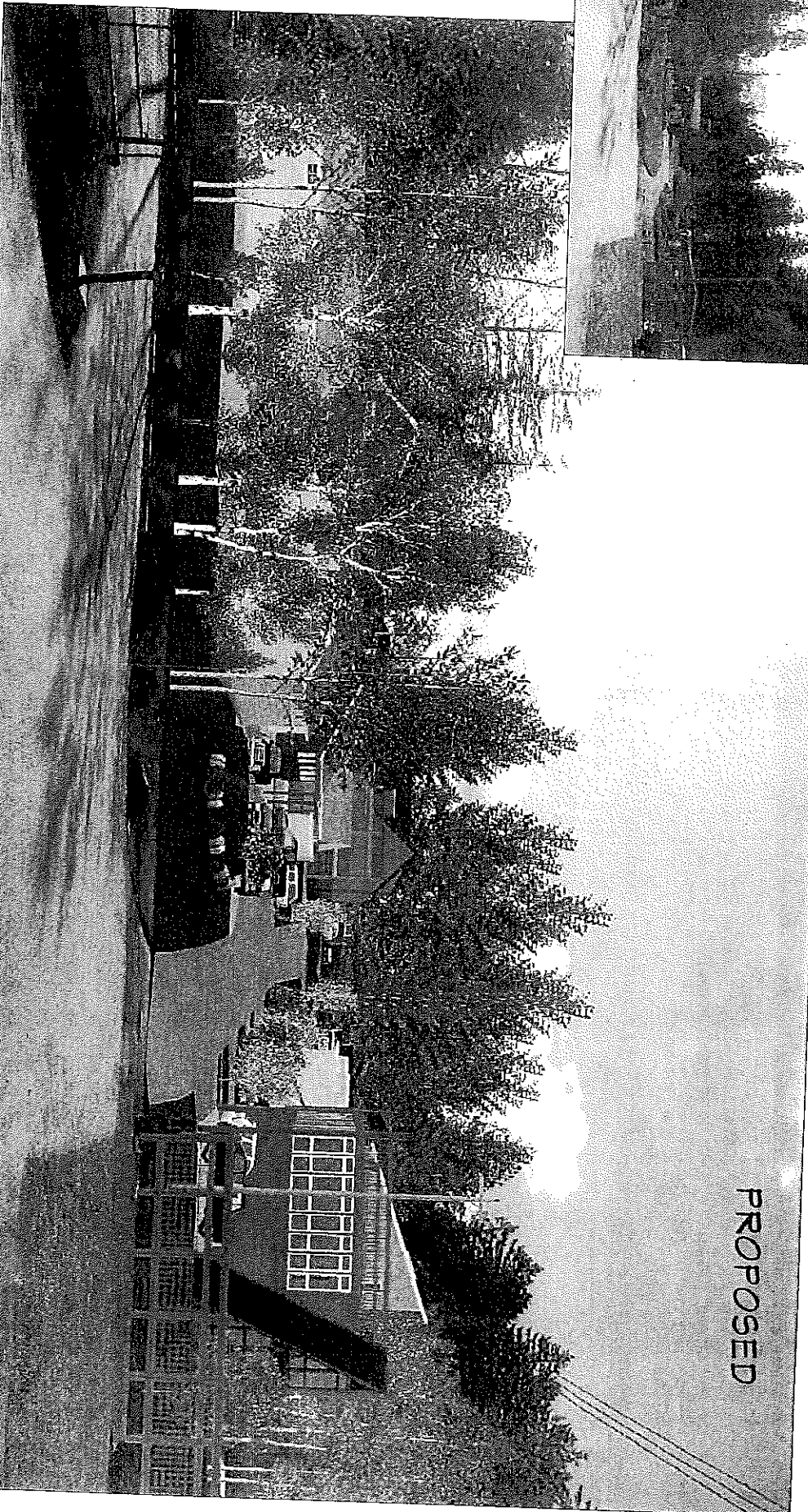


Existing



**GENERAL VIEW**  
View from Boal Rd

**PROPOSED**



**Urban Edge Properties Ltd.**

5242 Koksilah Road,  
Duncan, B.C.

**DAVID COULTON DESIGN LTD.**  
architectural, interior design, landscape architecture,  
design, specialized construction, construction  
5222 Koksilah Road, Duncan, B.C. V9B 6P9  
Tel/Fax (250) 256-8872 Email david@dcdesign.com  
Website: davidcoultondesign.com

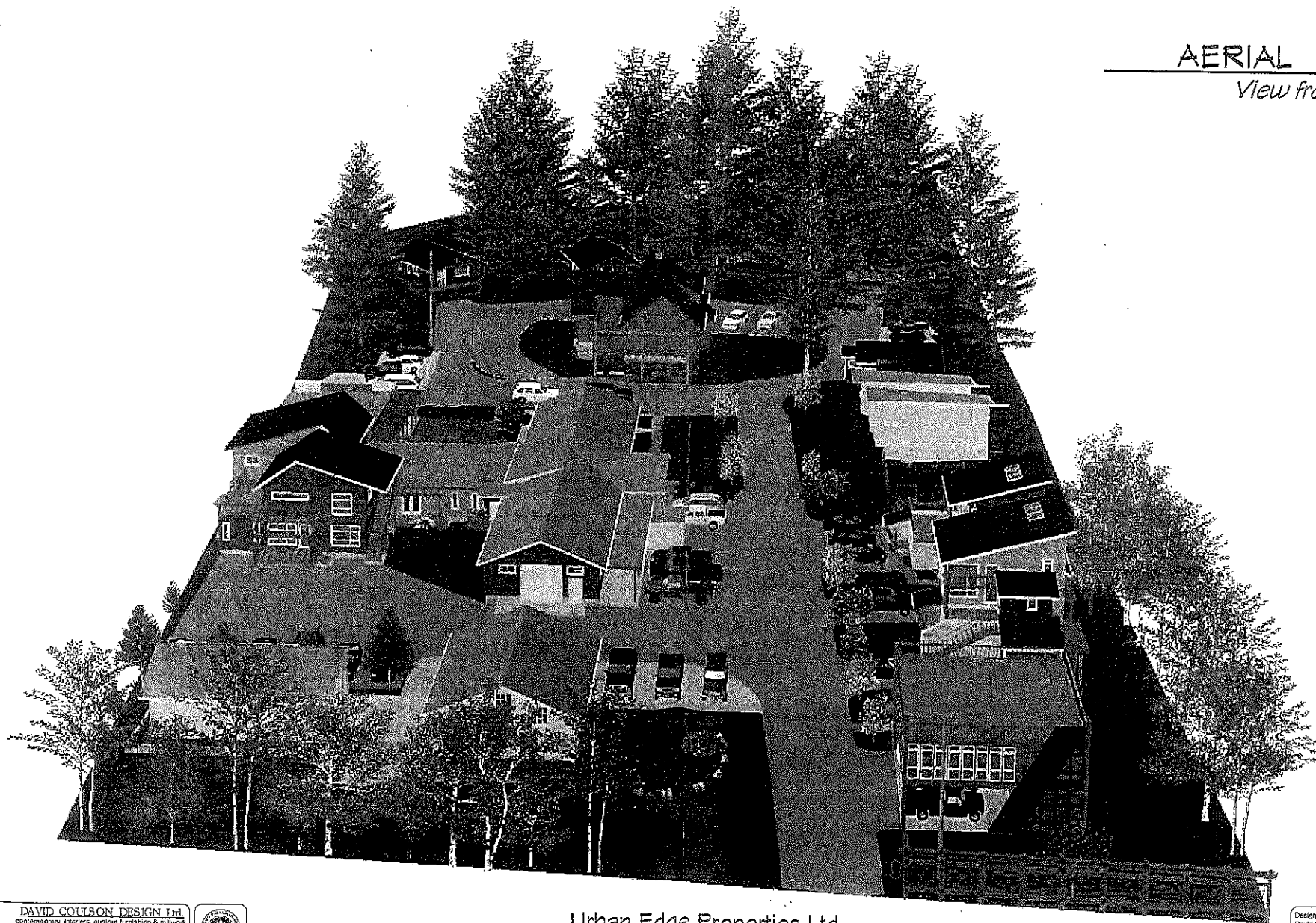


Designer: David Coulton / Chris E. O'Brien	Sheet number: 359657020
Drawn: Chris E. O'Brien	
Technical & approved:	
Verified: David Coulton	
	<b>3</b>



# AERIAL VIEW

View from EAST



**DAVID COULSON DESIGN Ltd.**  
contemporary interiors, custom furnishing & millwork,  
specializing in heritage restoration,  
design, specialized consultation, construction

5372 Miller Road, Duncan, B.C. V9L 6R2  
Tel/Fax (250) 746-5372 Email: coulsondesign@shaw.ca  
Website: davidcoulsondesign.com

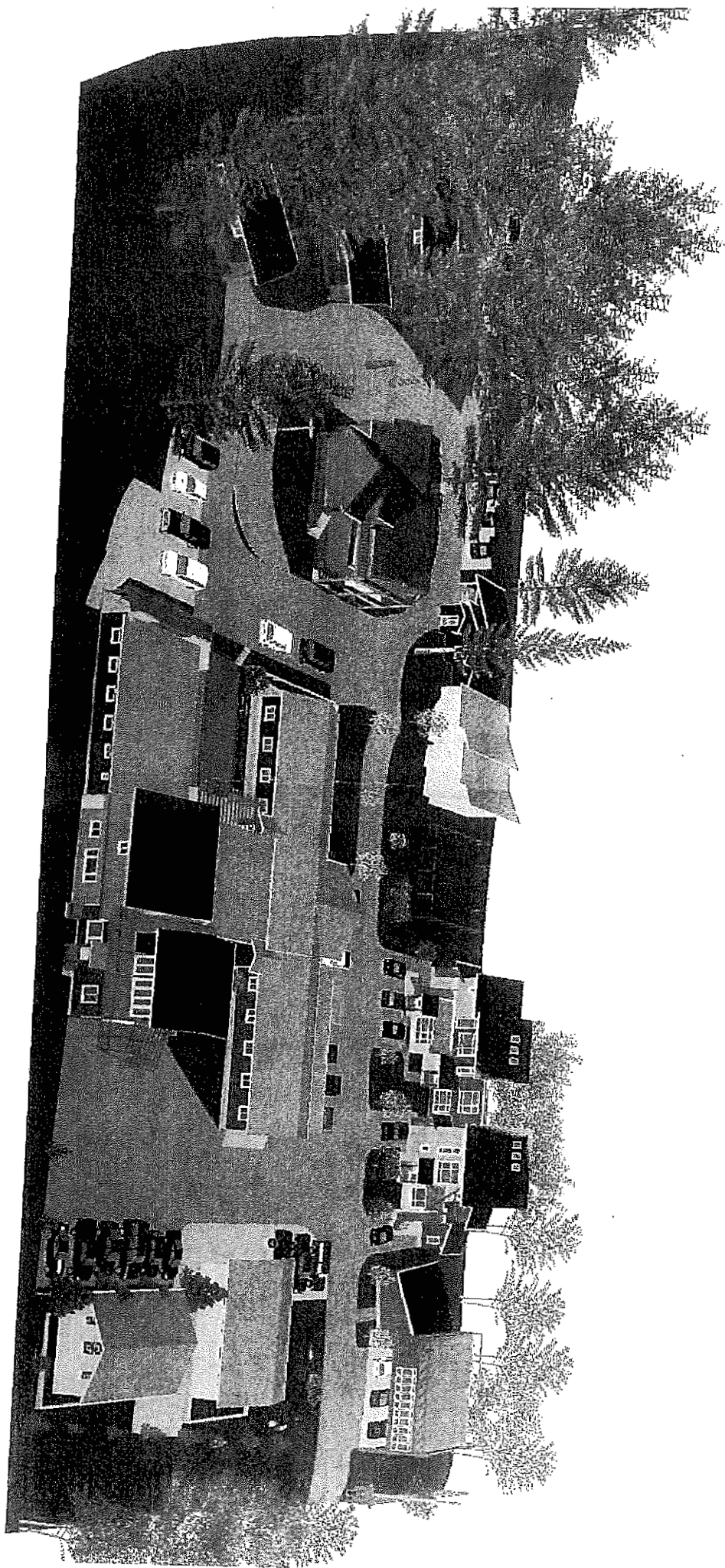


**Urban Edge Properties Ltd.**


5241 Koksilah Road,  
Duncan, B.C.

Design: David Coulson / Cesar E. Cristea	Scale as shown
Drawn: Cesar E. Cristea	25/05/2010
Technical & structural:	<b>SHEET</b>
Verified: David Coulson	<b>4</b>


# AERIAL VIEW 2 View from SOUTH



DAVID  
COLLISON  
DESIGN LTD.



DAVID COLLISON DESIGN LTD.  
contemporary interior design, exterior landscaping, amenity,  
specializing in heritage restoration,  
design, specialist consultation, construction  
5373 Miller Road, Duncan, B.C. V9L 6T2  
Tel/Fax (250) 746-5372 Email: david@dcdesign.com  
Website: davidcollisondesign.com



Professional Engineer  
Building Code

Urban Edge Properties Ltd.  
5343 Koksilah Road,  
Duncan, B.C.

Design:  
David Collison / Derek E. Collins

Drawn: Derek E. Collins

Titled: David Collison

Project Name:  
3505/2010

SHEET  
5

# AERIAL VIEW

View from NORTH



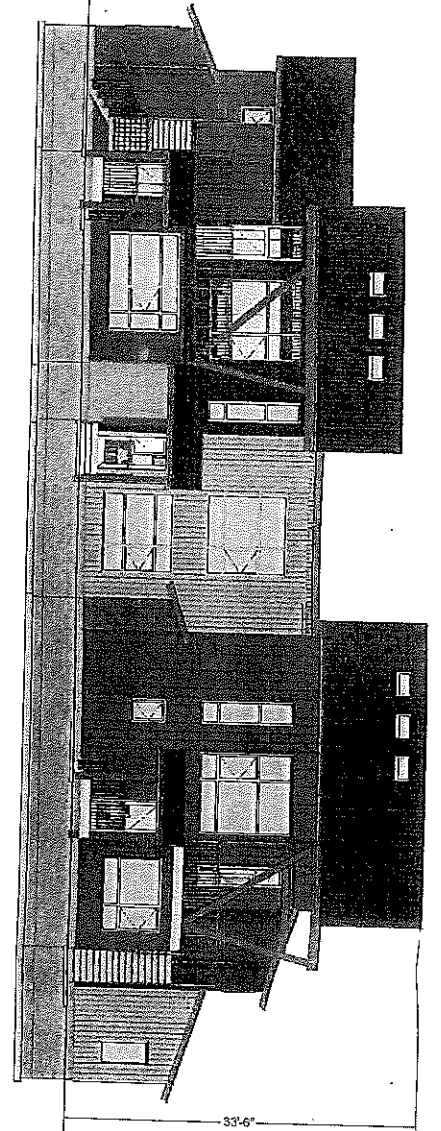
**DAVID COULSON DESIGN LTD.**  
contemporary interiors, custom furnishing & millwork  
specializing in heritage restoration,  
design, specialized consultation, construction

5372 Miller Road, Duncan, B.C. V9L 6R2  
Tel/Fax (250) 746-5972 Email: dcoulson@shaw.ca  
Website: davidcoulsondesign.com

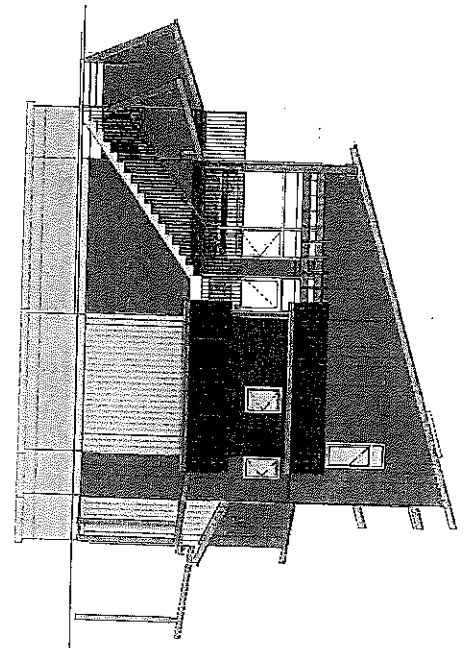


**Urban Edge Properties Ltd.**  
5241 Koksilah Road,  
Duncan, B.C.

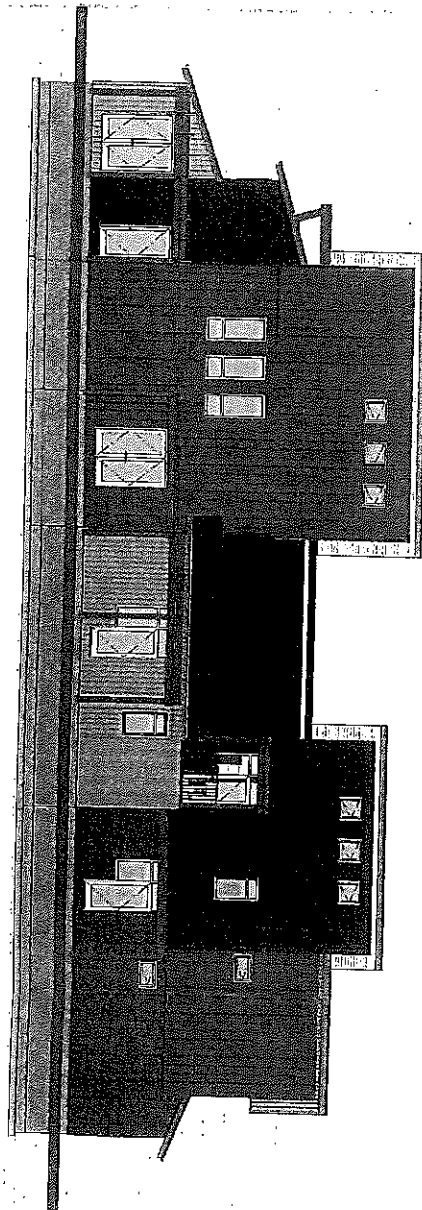
Design:	David Coulson / Cesar E. Cristales	Scale: as shown
Drawn:	Cesar E. Cristales	25/05/2010
Technical & structural:		<b>SHEET</b>
Verified:	David Coulson	<b>7</b>



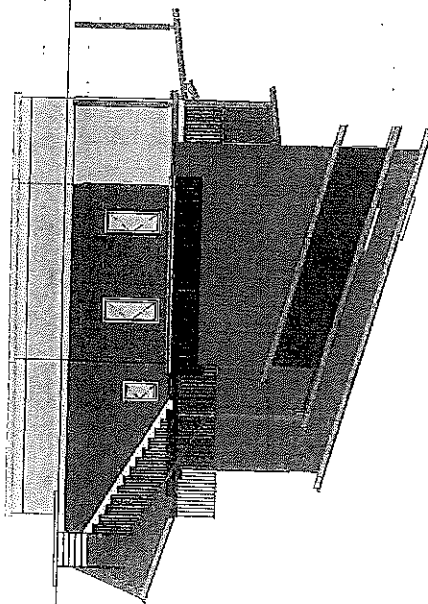
South Elevations



East Elevations

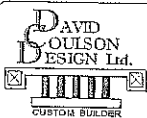


North Elevations



West Elevations

Scale - not to scale



**DAVID COULSON DESIGN Ltd.**  
contemporary interiors, custom furnishing & millwork,  
specializing in heritage restoration,  
design, specialized consultation, construction

5372 Miller Road, Duncan, B.C. V9L 6R2  
Tel/Fax (250) 746-5372 Email: coulsondesign@shaw.ca  
Website: davidcoulsondesign.com



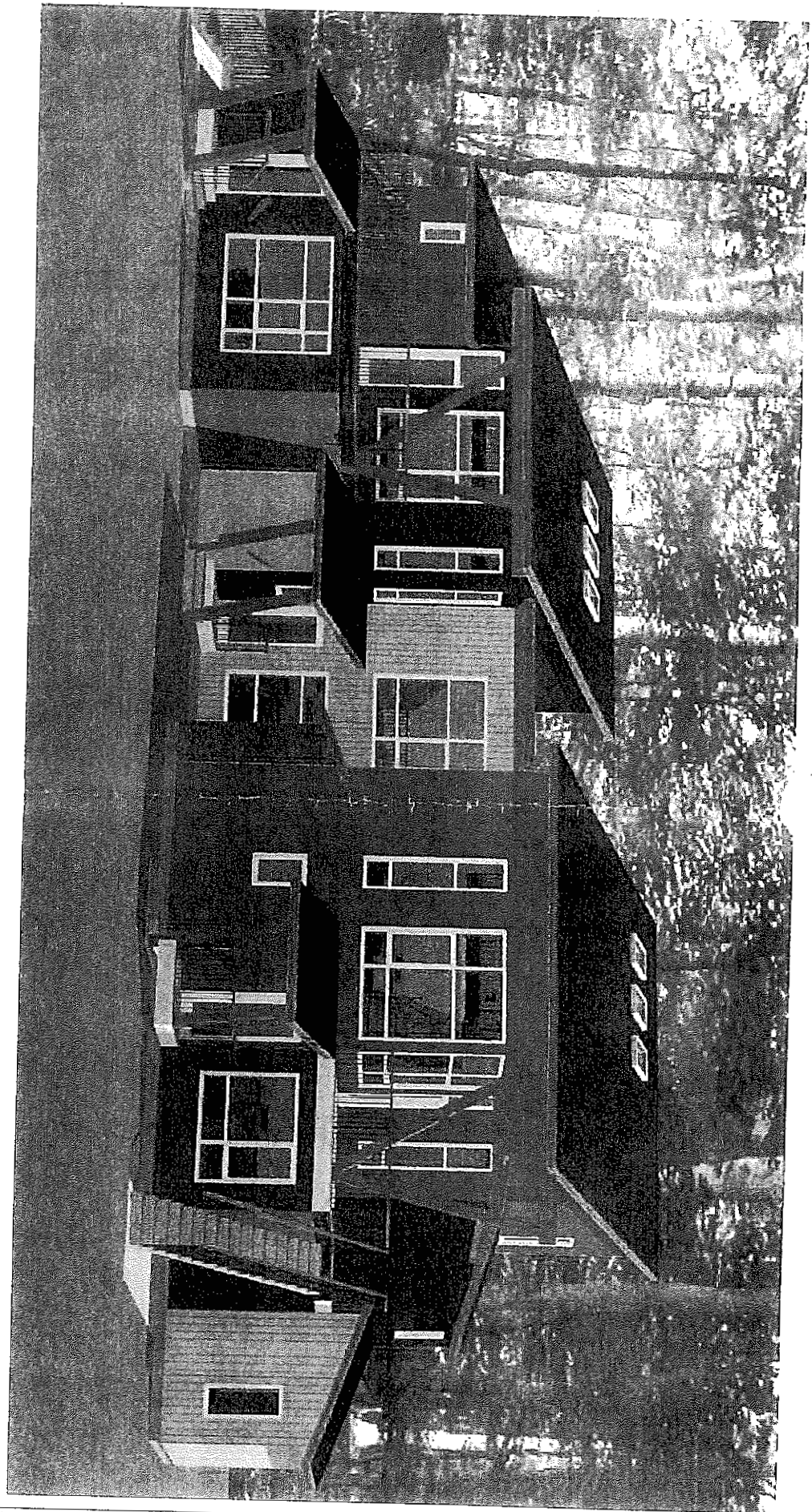
**Urban Edge Properties Ltd.**  
5241 Koksilah Road,  
Duncan, B.C.

Elevations

Design:  
David Coulson / Cezar E. Cristea  
Drawn: Cezar E. Cristea  
Technical & structural:  
Verified: David Coulson

Scale as shown  
1/2" = 1'-0"  
1/4" = 1'-0"  
1/8" = 1'-0"  
1/16" = 1'-0"  
1/32" = 1'-0"  
1/64" = 1'-0"  
1/128" = 1'-0"  
1/256" = 1'-0"  
1/512" = 1'-0"  
1/1024" = 1'-0"  
1/2048" = 1'-0"  
1/4096" = 1'-0"  
1/8192" = 1'-0"  
1/16384" = 1'-0"  
1/32768" = 1'-0"  
1/65536" = 1'-0"  
1/131072" = 1'-0"  
1/262144" = 1'-0"  
1/524288" = 1'-0"  
1/1048576" = 1'-0"  
1/2097152" = 1'-0"  
1/4194304" = 1'-0"  
1/8388608" = 1'-0"  
1/16777216" = 1'-0"  
1/33554432" = 1'-0"  
1/67108864" = 1'-0"  
1/134217728" = 1'-0"  
1/268435456" = 1'-0"  
1/536870912" = 1'-0"  
1/1073741824" = 1'-0"  
1/2147483648" = 1'-0"  
1/4294967296" = 1'-0"  
1/8589934592" = 1'-0"  
1/17179869184" = 1'-0"  
1/34359738368" = 1'-0"  
1/68719476736" = 1'-0"  
1/137438953472" = 1'-0"  
1/274877906944" = 1'-0"  
1/549755813888" = 1'-0"  
1/1099511627776" = 1'-0"  
1/2199023255552" = 1'-0"  
1/4398046511104" = 1'-0"  
1/8796093022208" = 1'-0"  
1/17592186044416" = 1'-0"  
1/35184372088832" = 1'-0"  
1/70368744177664" = 1'-0"  
1/140737488355328" = 1'-0"  
1/281474976710656" = 1'-0"  
1/562949953421312" = 1'-0"  
1/1125899906842624" = 1'-0"  
1/2251799813685248" = 1'-0"  
1/4503599627370496" = 1'-0"  
1/9007199254740992" = 1'-0"  
1/18014398509481984" = 1'-0"  
1/36028797018963968" = 1'-0"  
1/72057594037927936" = 1'-0"  
1/144115188075855872" = 1'-0"  
1/288230376151711744" = 1'-0"  
1/576460752303423488" = 1'-0"  
1/1152921504606846976" = 1'-0"  
1/2305843009213693952" = 1'-0"  
1/4611686018427387904" = 1'-0"  
1/9223372036854775808" = 1'-0"  
1/18446744073709551616" = 1'-0"  
1/36893488147419103232" = 1'-0"  
1/73786976294838206464" = 1'-0"  
1/147573952589676412928" = 1'-0"  
1/295147905179352825856" = 1'-0"  
1/590295810358705651712" = 1'-0"  
1/1180591620717411303424" = 1'-0"  
1/2361183241434822606848" = 1'-0"  
1/4722366482869645213696" = 1'-0"  
1/9444732965739290427392" = 1'-0"  
1/18889465931478580854784" = 1'-0"  
1/37778931862957161709568" = 1'-0"  
1/75557863725914323419136" = 1'-0"  
1/151115727451828646838272" = 1'-0"  
1/302231454903657293676544" = 1'-0"  
1/604462909807314587353088" = 1'-0"  
1/1208925819614629174706176" = 1'-0"  
1/2417851639229258349412352" = 1'-0"  
1/4835703278458516698824704" = 1'-0"  
1/9671406556917033397649408" = 1'-0"  
1/19342813113834066795298816" = 1'-0"  
1/38685626227668133590597632" = 1'-0"  
1/77371252455336267181195264" = 1'-0"  
1/154742504910672534362390528" = 1'-0"  
1/309485009821345068724781056" = 1'-0"  
1/618970019642690137449562112" = 1'-0"  
1/1237940039285380274899124224" = 1'-0"  
1/2475880078570760549798248448" = 1'-0"  
1/4951760157141521099596496896" = 1'-0"  
1/9903520314283042199192993792" = 1'-0"  
1/19807040628566084398385987584" = 1'-0"  
1/39614081257132168796771975168" = 1'-0"  
1/79228162514264337593543950336" = 1'-0"  
1/158456325028528675187087900672" = 1'-0"  
1/316912650057057350374175801344" = 1'-0"  
1/633825300114114700748351602688" = 1'-0"  
1/1267650600228229401496703205376" = 1'-0"  
1/2535301200456458802993406410752" = 1'-0"  
1/5070602400912917605986812821504" = 1'-0"  
1/10141204801825835211973625643008" = 1'-0"  
1/20282409603651670423947251286016" = 1'-0"  
1/40564819207303340847894502572032" = 1'-0"  
1/81129638414606681695789005144064" = 1'-0"  
1/162259276829213363391578010288128" = 1'-0"  
1/324518553658426726783156020576256" = 1'-0"  
1/649037107316853453566312041152512" = 1'-0"  
1/1298074214633706907132624082305024" = 1'-0"  
1/2596148429267413814265248164610048" = 1'-0"  
1/5192296858534827628530496329220096" = 1'-0"  
1/10384593717069655257060992658440192" = 1'-0"  
1/20769187434139310514121985316880384" = 1'-0"  
1/41538374868278621028243970633760768" = 1'-0"  
1/83076749736557242056487941267521536" = 1'-0"  
1/166153499473114484112975882535043072" = 1'-0"  
1/332306998946228968225951765070086144" = 1'-0"  
1/664613997892457936451903530140172288" = 1'-0"  
1/1329227995784915872903807060280344576" = 1'-0"  
1/2658455991569831745807614120560689152" = 1'-0"  
1/5316911983139663491615228241121378304" = 1'-0"  
1/10633823966279326983230456482242756608" = 1'-0"  
1/21267647932558653966460912964485513216" = 1'-0"  
1/42535295865117307932921825928971026432" = 1'-0"  
1/85070591730234615865843651857942052864" = 1'-0"  
1/170141183460469231731687303715884105728" = 1'-0"  
1/340282366920938463463374607431768211456" = 1'-0"  
1/680564733841876926926749214863536422912" = 1'-0"  
1/1361129467683753853853498429727072845824" = 1'-0"  
1/2722258935367507707706996859454145691648" = 1'-0"  
1/5444517870735015415413993718908291383296" = 1'-0"  
1/10889035741470030830827987437816582766592" = 1'-0"  
1/21778071482940061661655974875633165533184" = 1'-0"  
1/43556142965880123323311949751266331066368" = 1'-0"  
1/87112285931760246646623899502532662132736" = 1'-0"  
1/174224571863520493293247799005065324265472" = 1'-0"  
1/348449143727040986586495598010130648530944" = 1'-0"  
1/696898287454081973172991196020261297061888" = 1'-0"  
1/1393796574908163946345982392040522594123776" = 1'-0"  
1/2787593149816327892691964784081045188247552" = 1'-0"  
1/5575186299632655785383929568162090376495104" = 1'-0"  
1/11150372599265311570767859136324180752990208" = 1'-0"  
1/22300745198530623141535718272648361505980416" = 1'-0"  
1/44601490397061246283071436545296723011960832" = 1'-0"  
1/89202980794122492566142873090593446023921664" = 1'-0"  
1/178405961588244985132285746181186892047843328" = 1'-0"  
1/356811923176489970264571492362373784095686656" = 1'-0"  
1/713623846352979940529142984724747568191373312" = 1'-0"  
1/1427247692705959881058285969449495136382746624" = 1'-0"  
1/2854495385411919762116571938898990272765493248" = 1'-0"  
1/5708990770823839524233143877797980545530986496" = 1'-0"  
1/11417981541647679048466287755595961091061972992" = 1'-0"  
1/22835963083295358096932575511191922182123945984" = 1'-0"  
1/45671926166590716193865151022383844364247891968" = 1'-0"  
1/91343852333181432387730302044767688728495783936" = 1'-0"  
1/182687704666362864775460604089535377456991567872" = 1'-0"  
1/365375409332725729550921208179070754913983135744" = 1'-0"  
1/730750818665451459101842416358141509827966271488" = 1'-0"  
1/1461501637330902918203684832716283019655932542976" = 1'-0"  
1/2923003274661805836407369665432566039311865085952" = 1'-0"  
1/5846006549323611672814739330865132078623730171904" = 1'-0"  
1/11692013098647223345629478661730264157247460343808" = 1'-0"  
1/23384026197294446691258957323460528314494920687616" = 1'-0"  
1/46768052394588893382517914646921056628989841375232" = 1'-0"  
1/93536104789177786765035829293842113257979682750464" = 1'-0"  
1/187072209578355573530071658587684226515959365500928" = 1'-0"  
1/374144419156711147060143317175368453031918731001856" = 1'-0"  
1/748288838313422294120286634350736906063837462003712" = 1'-0"  
1/1496577676626844588240573268701473812127674924007424" = 1'-0"  
1/2993155353253689176481146537402947624255349848014848" = 1'-0"  
1/5986310706507378352962293074805895248510699696029696" = 1'-0"  
1/11972621413014756705924586149611790497021399392059392" = 1'-0"  
1/23945242826029513411849172299223580994042798784118784" = 1'-0"  
1/47890485652059026823698344598447161988085597568237568" = 1'-0"  
1/95780971304118053647396689196894323976171195136475136" = 1'-0"  
1/191561942608236107294793378393788647952342390272950272" = 1'-0"  
1/383123885216472214589586756787577295904684780545900544" = 1'-0"  
1/766247770432944429179173513575154591809369561091801088" = 1'-0"  
1/1532495540865888858358347027150309183618739122183602176" = 1'-0"  
1/3064991081731777716716694054300618367237478244367204352" = 1'-0"  
1/6129982163463555433433388108601236734474956488734408704" = 1'-0"  
1/12259964326927110866866776217202473468949912977468817408" = 1'-0"  
1/24519928653854221733733552434404946937899825954937634816" = 1'-0"  
1/49039857307708443467467104868809893875799651909875269632" = 1'-0"  
1/98079714615416886934934209737619787751599303819750539264" = 1'-0"  
1/196159429230833773869868419475239575503198607639501078528" = 1'-0"  
1/392318858461667547739736838950479151006397215279002157056" = 1'-0"  
1/784637716923335095479473677900958302012794430558004314112" = 1'-0"  
1/1569275433846670190958947355801916604025588861116008628224" = 1'-0"  
1/3138550867693340381917894711603833208051177722232017256448" = 1'-0"  
1/6277101735386680763835789423207666416102355444464034512896" = 1'-0"  
1/12554203470773361527671578846415332832204710888928069025792" = 1'-0"  
1/25108406941546723055343157692830665664409421777856138051584" = 1'-0"  
1/50216813883093446110686315385661331328818843555712276103168" = 1'-0"  
1/100433627766186892221372630771322662657637687111424552206336" = 1'-0"  
1/200867255532373784442745261542645325315275374222849104412672" = 1'-0"  
1/401734511064747568885490523085290650630550748445698208825344" = 1'-0"  
1/803469022129495137770981046170581301261101496891396417650688" = 1'-0"  
1/1606938044258990275541962092341162602522202993782792835301376" = 1'-0"  
1/3213876088517980551083924184682325205044405987565585670602752" = 1'-0"  
1/6427752177035961102167848369364650410088811975131171341205504" = 1'-0"  
1/12855504354071922204335696738729300820177623950262342682411008" = 1'-0"  
1/25711008708143844408671393477458601640355247900524685364822016" = 1'-0"  
1/51422017416287688817342786954917203280710495801049370729644032" = 1'-0"  
1/102844034832575377634685573909834406561420991602098741459288064" = 1'-0"  
1/205688069665150755269371147819668813122841983204197482918576128" = 1'-0"  
1/411376139330301510538742295639337626245683966408394965837152256" = 1'-0"  
1/822752278660603021077484591278675252491367932816789931674304512" = 1'-0"  
1/1645504557321206042154969182557350504982735865633579863348609024" = 1'-0"  
1/3291009114642412084309938365114701009965471731267159726697218048" = 1'-0"  
1/6582018229284824168619876730229402019930943462534319453394436096" = 1'-0"  
1/13164036458569648337239753460458804039861886925068638906788872192" = 1'-0"  
1/26328072917139296674479506920917608079723773850137277813577744384" = 1'-0"  
1/52656145834278593348959013841835216159447547700274555627155488768" = 1'-0"  
1/105312291668557186697918027683670432318895095400549111254310975536" = 1'-0"  
1/210624583337114373395836055367340864637790190801098222508621951072" = 1'-0"  
1/421249166674228746791672110734681729275580381602196445017243902144" = 1'-0"  
1/842498333348457493583344221469363458551160763204392890034487804288" = 1'-0"  
1/1684996666896914987166688442938726917102321526408785780068975608576" = 1'-0"  
1/3369993333793829974333376885877453834204643052817571560137951217152" = 1'-0"  
1/6739986667587659948666753771754907668409286105635143120275902434304" = 1'-0"  
1/13479973335175319897333507543509815336818572211270286240551804868608" = 1'-0"  
1/26959946670350639794667015087019630673637144422540572481103609737216" = 1'-0"  
1/53919893340701279589334030174039261347274288845081144962207219474432" = 1'-0"  
1/107839786681402559178668060348078522694548577690162289924414438948864" = 1'-0"  
1/215679573362805118357336120696157045389097155380324579848828877897728" = 1'-0"  
1/431359146725610236714672241392314090778194310760649159697657755795456" = 1'-0"  
1/862718293451220473429344482784628181556388621521298319395315511590912" = 1'-0"  
1/1725436586902440946858688965569256363112777243042596638790631023181824" = 1'-0"  
1/3450873173804881893717377931138512726225554486085193277581262046363648" = 1'-0"  
1/6901746347609763787434755862277025452451108972170386555162524092727296" = 1'-0"  
1/13803492695219527574869511724554050904902217944340773110325048185454592" = 1'-0"  
1/27606985390439055149739023449108101809804435888681546220650096370909184" = 1'-0"  
1/55213970780878110299478046898216203619608871777363092441300192741818368" = 1'-0"  
1/110427941561756220598956093796432407239217743554726184882600385483636736" = 1'-0"  
1/220855883123512441197912187592864814478435487109452369765200770967273472" = 1'-0"  
1/441711766247024882395824375185729628956870974218904739530401541934546944" = 1'-0"  
1/883423532494049764791648750371459257913741948437809479060803083869093888" = 1'-0"  
1/176684706498809952958329750074291851582748389687561895812160616773





**DAVID COULSON DESIGN Ltd.**  
contemporary interiors, custom furnishing & millwork,  
specializing in heritage restoration,  
design, specialized consultation, construction

5372 Miller Road, Duncan, B.C. V9L 6R2  
Tel/Fax (250) 746-5372 Email: coulsondesign@shaw.ca  
Website: davidcoulsondesign.com



A proud member  
of  
Canada Green  
Building Council

**Urban Edge Properties Ltd.**

5241 Koksilah Road,  
Duncan, B.C.

**Exterior  
View**

Design:  
David Coulson / Cesar E. Cristea

Drawn: Cesar E. Cristea

Technical & structural:

Verified: David Coulson

Scale as shown

19/05/2010

SHEET

113

7



Cowichan Valley Regional District


This map is compiled from various sources for internal use and is designed for reference purposes only.

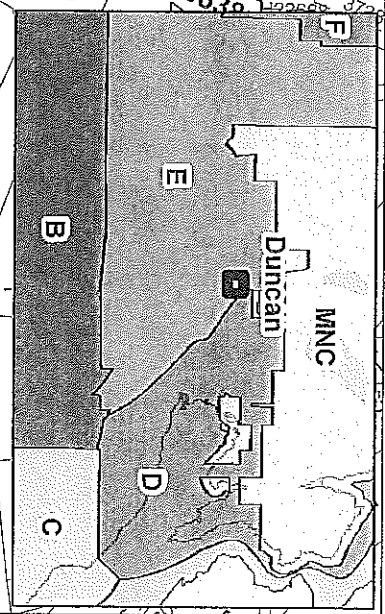
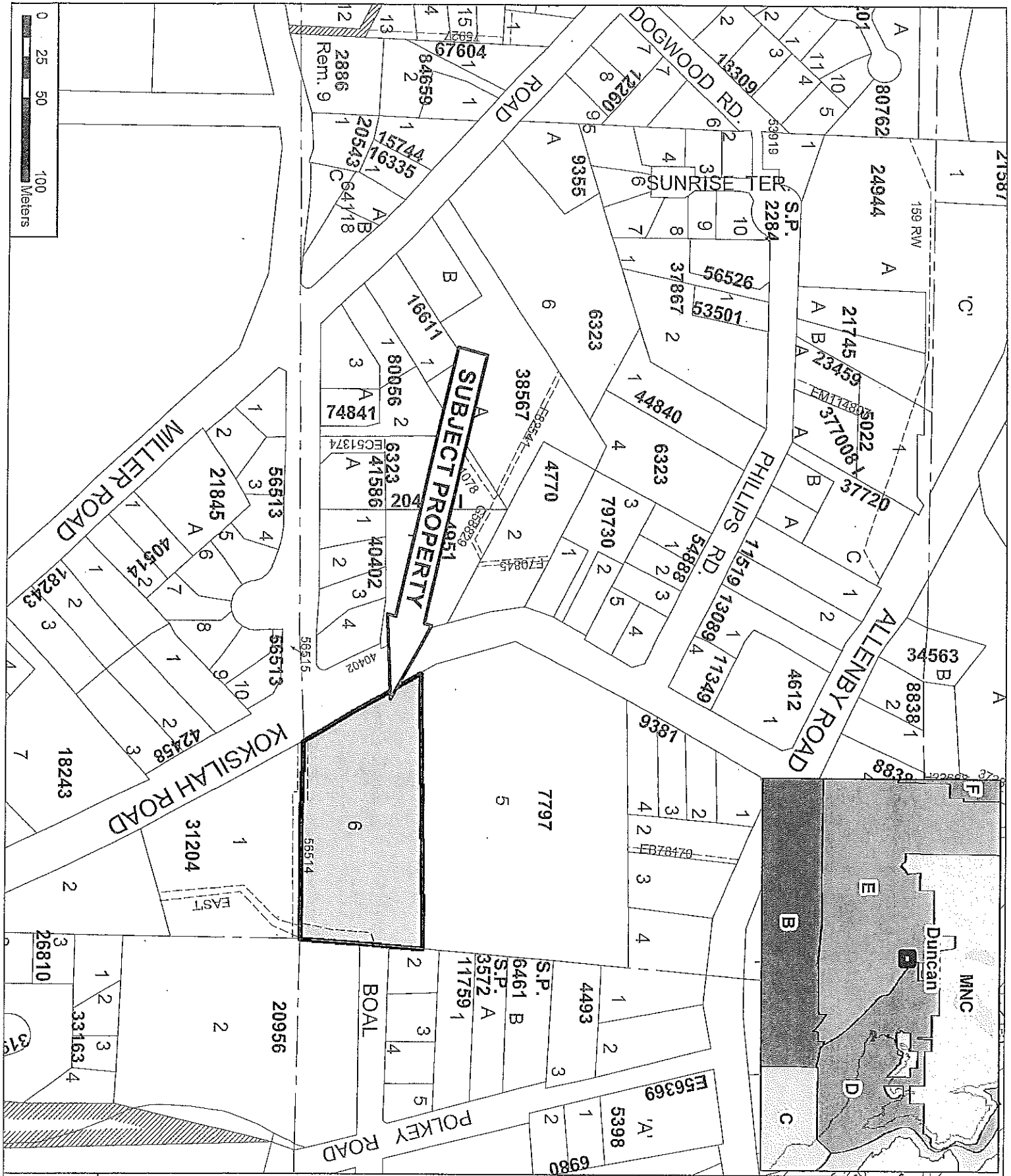
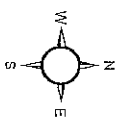
The Regional District does not warrant the accuracy.

All persons making use of this compilation are advised that amendments have been consolidated for convenience purposes only and that boundaries are representational.

The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

FILE: 1-E-10-RS

Legend  
 Subject Property





Covington  
Valley  
Regional  
District

This map is compiled from various sources for internal use and is designed for reference purposes only.

The Regional District does not warrant the accuracy.



All persons making use of this compilation are advised that amendments have been consolidated for convenience purposes only and that boundaries are representational.

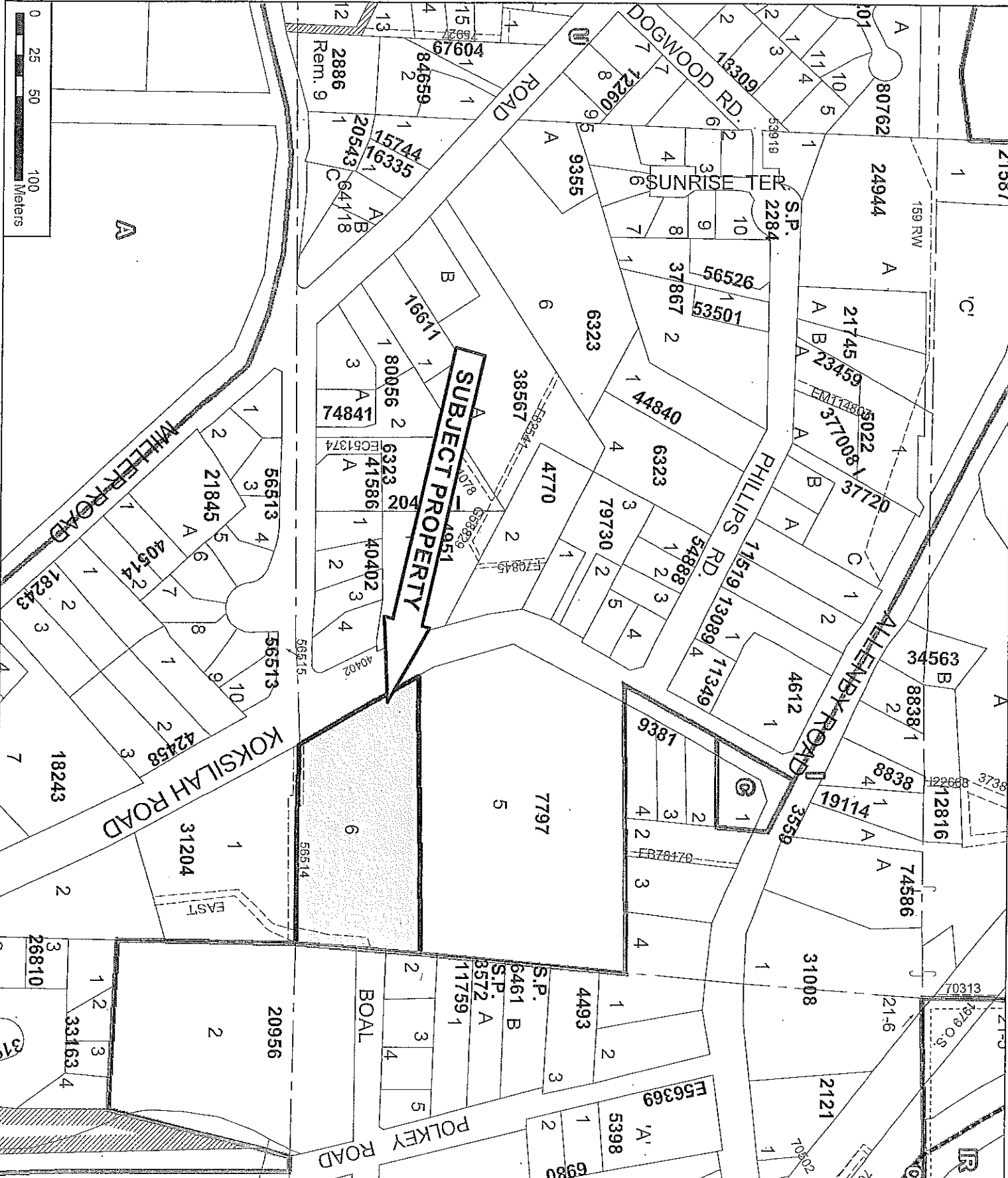
The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

FILE: 1-E-10-RS

# OCP

## Legend

-  Subject Property
-  OCP Electoral Area E





Coville Valley Regional District

This map is compiled from various sources for internal use and is designed for reference purposes only.

The Regional District does not warrant the accuracy.



All persons making use of this compilation are advised that amendments have been consolidated for convenience purposes only and that boundaries are representational.

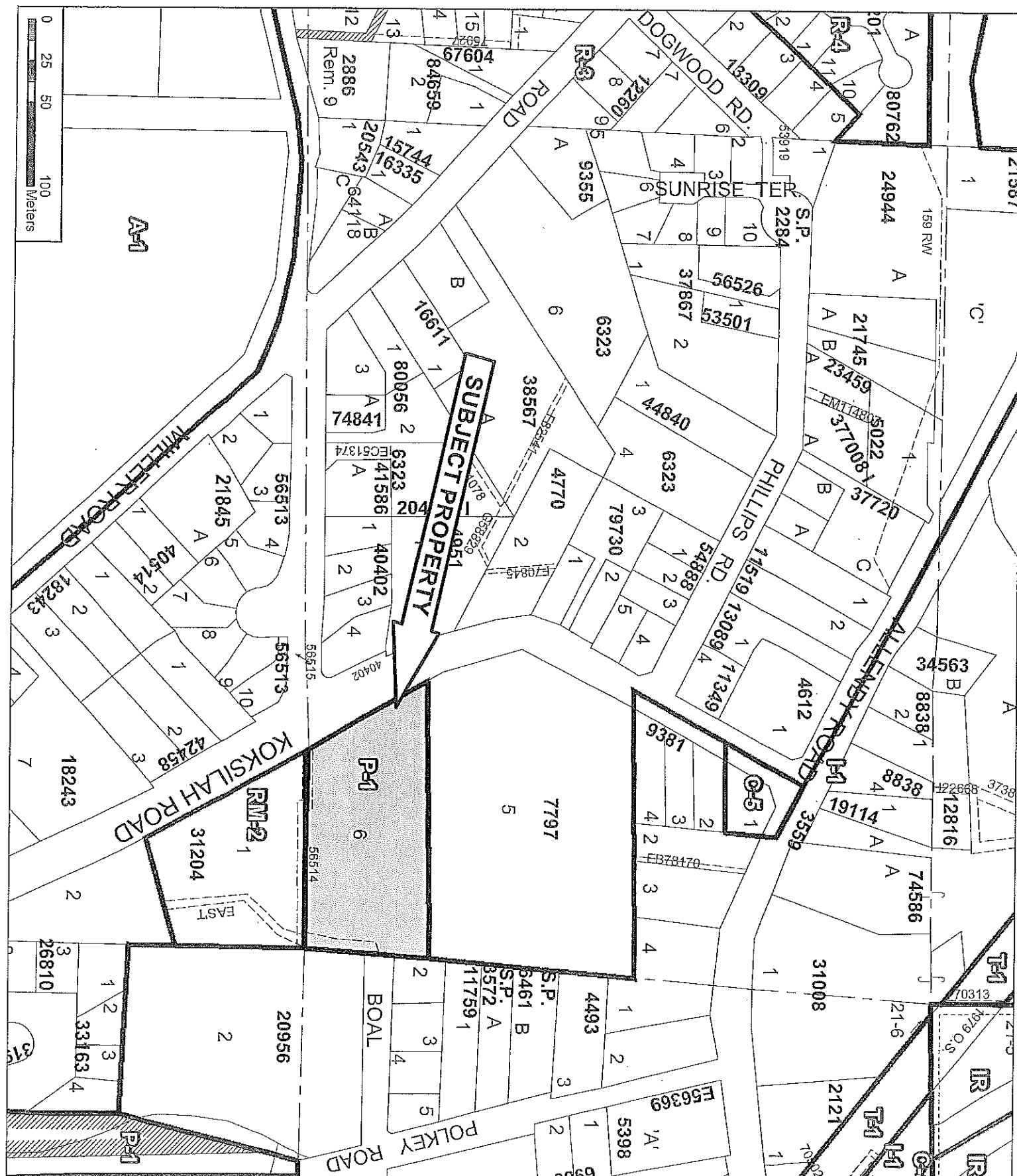
The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

FILE: 1-E-10-RS

# ZONING

## Legend

-  Subject Property
-  Zoning Electoral Area E

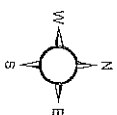




The Regional District does not warrant the accuracy.

All persons making use of this compilation are advised that amendments have been consolidated for convenience purposes only and that boundaries are representational.

The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

Orthophoto  
(2004)



R4

## STAFF REPORT

### ELECTORAL AREA SERVICES COMMITTEE MEETING OF SEPTEMBER 20, 2011

DATE: September 13, 2011 FILE NO:  
FROM: Dan Brown, Parks Trails Technician BYLAW NO:  
SUBJECT: Park Visitor Count Statistics – Bright Angel and Glenora Trails Head Parks

---

#### **Recommendation/Action:**

That this be received for information.

#### **Relation to the Corporate Strategic Plan:**

Promote individual and community wellness – Increase participation in parks, recreation and cultural programs, events and activities.

**Financial Impact:** (Reviewed by Finance Division: N/A)

#### **Background:**

2011 is the first year CVRD Parks and Trails has implemented a full-time vehicle and trail counter program for select parks and sections of the Cowichan Valley Trail. This type of data is invaluable in park planning, operations and management efforts, including tracking community use as it pertains to supporting the wellness goals of the Corporate Strategic Plan (increasing public participation and use of CVRD's parks and trails).

CVRD Parks and Trails utilizes two different types of digital counters: the trail version, which counts trail users with an infrared beam that detects heat; and the vehicle version, which counts cars by detecting changes in the magnetic field near the device. The trail counter can be effectively hidden in/on trees, stumps, rocks, etc., though is susceptible to vandalism if not hidden perfectly. The vehicle counter can be buried beneath the ground, unlike typical air hose versions you see on public roads, so it is very effective.

In Community Parks this year, vehicle counters were installed at Glenora Trails Head Park in Electoral Area 'E' (Sahtlam/Glenora/Cowichan Station) and at Bright Angel Park. The following table is a summary of vehicle counter data collected at these two parks. Sites for the counters were selected based on perception of high use from past years:

Park	Counter Type	Date Activated/ Last Check	Time in Field (Days)	Counts	Multiplier	Total Visits	Daily Average
Glenora Trailhead Park	Vehicle	Jan.29/Sept.7	224	10841	2.5	27103	121
Bright Angel Park	Vehicle	Mar.16/Sept.7	177	19564	2.5	48910	276

Data between March and May for the Glenora Trailhead Park was 112 users per day, increasing to 140 visitors per day for the summer months. Alternatively, data from Bright Angel Park indicated a daily average of 187 users per day between March and May with that number nearly doubling to 314 users per day during the summer. Each count represents one vehicle entering and leaving (the total counts have therefore been divided by two). The 2.5 persons per vehicle multiplier is a representative of the number of estimated people per vehicle as used by other jurisdictions including the Capital Regional District.

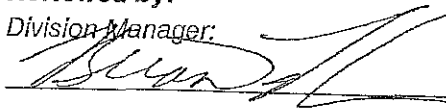
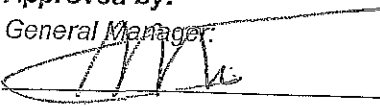
Though some inferences can be made immediately regarding this data, it is only one representative of one year of use. The cost for each counter is nominal (in the order of \$600), and in the coming months an assessment will be made to determine installation points for additional counters (i.e. the historic Kinsol Trestle) to track visitor use on the Cowichan Valley Trail and at regional park sites. Over time this information is invaluable in tracking visitor use trends, seasonality and weekly use, in assisting where resources should be directed to maintain and make improvements to the District's regional parks and trails system

Submitted by,



Dan Brown  
Parks Trails Technician  
Parks, Recreation and Culture Department

DB/ca

<p><b>Reviewed by:</b>  <i>Division Manager:</i>  </p> <p><b>Approved by:</b>  <i>General Manager:</i>  </p>
--



R5

## STAFF REPORT

### ELECTORAL AREA SERVICES COMMITTEE MEETING OF SEPTEMBER 20, 2011

DATE: September 13, 2011 FILE No:  
FROM: Brian Farquhar, Manager, Parks & Trails Division BYLAW No:  
SUBJECT: Community Parks and Trails Mid-Year Budget Report

---

#### **Recommendation/Action:**

That this be received for information.

#### **Relation to the Corporate Strategic Plan:**

Our goal is to be an organization where the public, Directors, and staff are proactively informed and focused on established practice and outcomes, with increased accountability through regular performance reporting to the Board.

**Financial Impact:** (Reviewed by Finance Division: N/A )

#### **Background:**

This report provides the mid-year status of the Community Parks and Trails Program functional budgets in keeping with the provision of such reports to the various Committees and Commissions of the Board on the status of functional budgets revenues and expenditures. The following provides a summary of key budgets within the Community Parks and Trails Program:

#### **Mill Bay/Malahat Community Parks (231)**

##### **Revenues**

In addition to the Board approved requisition of \$105,600 for this function, an additional \$25,000 was received as a donation for the Phase I development of McClean Park. In addition, the developer of Mill Springs contributed over \$5,000 of in-kind work and contributions towards this park's development.

##### **Expenditures**

Expenditures to date are in line with what was anticipated for the first half of the year. Key projects to date are the Phase I development of McClean Park in Mill Springs inclusive of site grading and sport court subgrade preparation by the Developer, with landscaping, fencing and sport court works to follow. Playground equipment replacement is also slated to be completed by yearend at Huckleberry Park.

### **Shawnigan Lake Community Parks (232)**

#### Revenues

The budget includes a \$370,000 requisition and provisions for short term borrowing along with transfer from reserves for capital works and potential parkland acquisition.

#### Expenditures

Expenditures to date are in line with what was anticipated for the first half of the year, with the planning and tendering completed for the Shawnigan Hills Washroom/Changeroom building slated for construction in the fall. Memory Island Fuel Management reduction was also completed in June through use of the Parks Summer Student Crew, contractors and in-kind contributions from Shawnigan Lake Parks Commission members. Old Mill Park benefited from an invasive species removal event in spring by students from the Shawnigan Lake School.

### **Cobble Hill Community Parks (233)**

#### Revenues

The budget includes a \$180,000 requisition and provisions for short term borrowing along with transfer from reserves for capital works and potential parkland acquisition.

#### Expenditures

Expenditures to date are in line with what was anticipated for the first half of the year, including completion of the Bike Park jump modifications in Quarry Nature Park in June. The project's success was derived through community volunteers and members of the South Island Mountain Bike Society. William Shearing Park playground safety improvements are underway and will be completed in fall.

### **Cowichan Bay Community Parks (234)**

#### Revenues

No revenues in addition to the Board approved \$100,000 requisition for this function are anticipated.

#### Expenditures

Expenditures to date are in line with what was anticipated for the first half of the year, with the final elements of the Coverdale Watson Park tennis/sport court refurbishment (basketball hoops, landscaping) being completed in May.

### **Cowichan Station/Sahtlam/Glenora Community Parks (235)**

#### Revenues

The budget includes a \$180,000 requisition and provisions for short term borrowing along with transfer from reserves for capital works and potential parkland acquisition. The budget also identified \$120,000 in grant funding for park improvements which to date no source for such funds has been secured.

#### Expenditures

General park expenditures too date are in line with what was anticipated for the first half of the year. Site plans are complete for the MOTI approved Boys Road Info Stop project within the highways r/w. Work to complete the site landscaping component of this project along with the Glenora Trails Head Park cookhouse and Wake Lake Ecological Community Park are all on

schedule to be completed in fall. The Busy Place Creek pathway is also scheduled pending formal approval and required agreements with Cowichan Tribes.

### **Cowichan Lake South/Skutz Falls Community Parks (236)**

#### Revenues

Revenues include the \$145,546.00 requisition approved by the Board.

#### Expenditures

General park expenditures too date are in line with what was anticipated for the first half of the year. Various minor projects have been completed by mid year including the Honeymoon Bay sign refurbishment and minor landscaping adjustments to control drainage at Central Park and preliminary site planning for the Central Park Foreshore Revitalization Plan.

### **Saltair Community Parks (237)**

#### Revenues

Revenues include donation contributions from the local baseball league for annual maintenance/upgrade of the Saltair Centennial ballfield, the \$108,320 requisition approved by the Board and provisions for short term borrowing along with transfer from reserves for capital works and potential parkland acquisition.

#### Expenditures

General park expenditures too date are in line with what was anticipated for the first half of the year. Planning is underway to determine the feasibility of establishing a formal public beach access at Lagoon Bridge on Chemainus Road and improvements to Stocking Creek Trails. Community volunteer efforts also saw new trees planted at Saltair Centennial Park and landscaping improvements to the entrance to Stocking Creek Park off of Finch Place.

### **North Oyster/Diamond Community Parks (238)**

#### Revenues

Revenues include the \$15,000 requisition and \$10,000 transfer from reserves approved by the Board.

#### Expenditures

General park expenditures too date are in line with what was anticipated for the first half of the year.

### **Youbou/Meade Creek Community Parks (239)**

#### Revenues

Revenues include the \$116,000 requisition approved by the Board.

#### Expenditures

General park expenditures are proceeding as anticipated during the first half of the year. Unplanned expenditures have involved upgrades to the water pressure tank, pump and water supply line at Arbutus Park.

### **Bright Angel Park (281)**

#### Revenues

Revenues include group facility rental fees which are slightly under the anticipated target for the year, in addition to the \$40,000 requisition approved by the Board.

#### Expenditures

General park expenditures are proceeding as anticipated in first half of the year, with the caretakers addressing group use booking, site security and garbage pick-up within the park and a parks maintenance contractor addressing other aspects of the park (grass cutting, weeding, minor maintenance, etc.).

### **South Cowichan Parks (281)**

#### Revenues

The South Cowichan Parks includes a carry forward of \$99,263,000 surplus from 2009 in addition to the Board approved \$50,000 requisition. This surplus is earmarked for major improvements/restoration of the Mill Bay Historic Church as endorsed by the South Cowichan Parks Commission. The revenues also include minor donations from interim use of the Mill Bay Church by local community groups that were using the facility prior to acquisition of the property by the Regional District

#### Expenditures

General park expenditures applicable to the operation/maintenance of the South Cowichan Parks (Cowichan Bay Boat Launch, Mill Bay Historic Church, South Cowichan Dog Off-leash Area) are in line with what was anticipated for the first half of the year. Continued increased park visitor use of the Cowichan Bay Boat Launch and South Cowichan Dog Park have required an increase in maintenance services (i.e. garbage pick-up, additional doggie bags/disposal, etc.).

### **Recreation Saltair (456)**

#### Revenues

The requisition was decreased to \$3,500 for 2011, as the Saltair Summer Daycamp was not offered this summer.

#### Expenditures

General expenditures reflect costs associated with the recreation access program established by the Area Director for residents using Frank Jamison Recreation Centre.

### **Community Parks and Trails Program (279)**

#### Revenues

Revenues for the Community Parks and Trails Program include allocations from each of the nine Electoral Area Community Parks functions and two sub-regional functions (\$2,200 each) and \$35,000 from Regional Parks (280) to offset parks administrative costs in support of these functions.

#### Expenditures

Expenditures are within expectations for the program through mid year and there are no projected expenditure deviations forecast through yearend for this function.

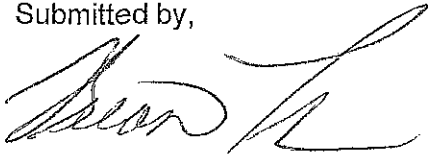
**2010 Community Parks and Trail Capital Program**

Attached is the schedule of approved 2010 Community Parks and Trails Capital Program as approved by the Committee and the status of the projects as of September 12, 2011 (attachment). The project schedule is on track to complete identified projects as noted.

**2012 Community Parks and Trails Budget Planning**


Further to the direction of the Board on the schedule and timeline to prepare 2012 budgets for consideration by the Board, Parks and Trails Division staff will be working with Parks and Recreation Commissions in September thru mid-October to identify 2012 priorities for individual Electoral Area and Sub-regional budgets, in particular 2012 and 2013 minor and major capital projects and summer student work crew projects for those Electoral Area Community Parks which wish to engage the students in projects for 2012.

Submitted by,



Brian Farquhar  
Manager, Parks and Trails Division  
Parks, Recreation and Culture Department

Approved by:  
General Manager



BF/ca  
Attachment



**Updated: September 12, 2011**



R6

## STAFF REPORT

### ELECTORAL AREA SERVICES COMMITTEE MEETING OF SEPTEMBER 20, 2011

DATE: September 15, 2011 FILE NO: 4-REG-11BE  
FROM: Nino Morano, Bylaw Enforcement Officer BYLAW NO:  
SUBJECT: Amendment to the Ticketing Information Authorization Bylaw

---

#### Recommendation/Action:

That the attached amendments be incorporated into the Ticket Information Authorization Bylaw No. 3209.

Relation to the Corporate Strategic Plan: N/A

Financial Impact: (Reviewed by Finance Division: N/A)

#### Background:

Two bylaws have been passed recently that affect the Ticket Information Authorization Bylaw No. 3209 (TIA). Firstly, the Regional District Building Bylaw No. 143 has been replaced by the CVRD Building Regulation Bylaw No. 3422. The newly amended Schedule 2 of the TIA has been prepared in this report. Secondly, the Thetis Island Wharf Regulation Bylaw No. 3514, which was not previously included in the TIA, was recently passed with Schedule 56 prepared in this report.

Submitted by,

A handwritten signature in black ink, appearing to be "Nino Morano", is written over the "Submitted by," text.

Nino Morano,  
Bylaw Enforcement Officer  
Inspections and Enforcement Division

NM/ca  
attachment

Reviewed by:

Division Manager:

Approved by:

General Manager:

A rectangular box containing two lines of text and two handwritten signatures. The first line is "Reviewed by:" followed by "Division Manager:" and a signature. The second line is "Approved by:" followed by "General Manager:" and a signature.

## **BYLAW NO. 3209 Proposed Text Amendments (part 2):**

### **4. OFFENCES**

The words or expressions set forth in Column I of Schedules 2 through to 56, attached to and forming part of this bylaw, designate the offence committed under the bylaw section number appearing in Column II, opposite the respective words or expressions.

### **5. FINES**

The amounts appearing in Columns III of Schedules 2 through to 56, attached to and forming part of this bylaw, are fines set pursuant to Section 265 of the *Community Charter* for the corresponding offences designated in Column I.

## **BYLAW NO. 3209 Proposed Schedule 1 amendments:**

### **Column I**

### **Column II**

Cowichan Valley Regional District Bylaw No. 3422 – Building Regulation Bylaw, 2011	-Bylaw Enforcement Official -Building Official -General Manager, Planning and Development Department -Manager, Community and Regional Planning Division -Manager, Development Services Division -Manager, Inspections and Enforcement
Cowichan Valley Regional District Thetis Island Wharf Regulation Bylaw No. 3514, 2011	-Bylaw Enforcement Official -General Manager, Planning and Development Department -Manager, Community and Regional Planning Division -Manager, Development Services Division -Manager, Inspections and Enforcement

**SCHEDULE 2**  
**CVRD BYLAW NO. \_\_\_\_\_**

**Cowichan Valley Regional District Bylaw No. 3422 – Building Regulation Bylaw, 2011**

<b>Column I</b>	<b>Column II</b>	<b>Column III</b>
<b>Designated Offence</b>	<b>Section</b>	<b>Fine</b>
Work without permit	3.1.1	\$250
No demolition permit	3.1.2	\$100
Use without occupancy certificate	3.1.3(1)	\$250
Use contrary to occupancy certificate	3.1.3(2)	\$250
Notice tampered	3.1.4	\$100
Work with non-approved plans	3.1.5	\$250
Work after cessation order	3.1.7	\$250
Work contrary to bylaw	3.2(l)	\$100

**SCHEDULE 56**  
**CVRD BYLAW NO. \_\_\_\_\_**

**Cowichan Valley Regional District Thetis Island Wharf Regulation Bylaw No. 3514, 2011**

<b>Column I</b>	<b>Column II</b>	<b>Column III</b>
<b>Designated Offence</b>	<b>Section</b>	<b>Fine</b>
Obstruct use of wharf	3(1)(a)	\$100
Animal off leash on wharf	3(1)(c)	\$50
Noise that disturbs on wharf or vessel	3(2)	\$250
Open container of liquor	3(3)	\$50
Unauthorized sign on wharf	3(4)	\$100
Damage to wharf	3(5)(a)	\$250
Damage to notice	3(5)(b)	\$100
Deposit of waste on wharf	3(5)(c)	\$100
Storage on a wharf	3(6)	\$100
Unattended vessel or vehicle in loading zone	3(7)(a)	\$100
Obstruct emergency vessel in loading zone	3(7)(b)	\$500
Moored longer than 15 minutes in loading zone	3(7)(c)	\$100
Commercial use of wharf	3(8)	\$250
Moorage between 9:00pm and 6:00am	3(9)(a)	\$250
Locked vessel	3(9)(b)	\$250
Obstruct marine traffic by rafted vessel	3(9)(c)	\$250
Vessel not moored at wharf in water lot area	3(9)(d)	\$250
Vessel moored carrying dangerous goods	3(10)(a)	\$1000
Dangerous goods at a wharf	3(10)(b)	\$1000
Moorage of vessel in excess of 10 metres	3(11)	\$250
Use of wharf by means of seaplane or charter boat	3(12)	\$250
Repair work on wharf	3(13)(a)	\$100
Refuel at wharf	3(13)(b)	\$1000
Impede public access to wharf	3(13)(c)	\$250
Live-aboard use of vessel moored to wharf	3(13)(d)	\$250
Flush vessel head	3(13)(e)	\$250
Disturbance of foreshore or seabed	3(13)(f)	\$250
Obstruct movement of other vessels	3(13)(g)	\$250
Lines not tied to provided fasteners	3(13)(h)	\$250
Operate cooking apparatus at wharf	3(13)(i)	\$500
Motor left running at wharf	3(13)(j)	\$250



R7

## STAFF REPORT

### ELECTORAL AREA SERVICES COMMITTEE MEETING OF SEPTEMBER 20, 2011

DATE: September 13, 2011 FILE NO: F OCP  
FROM: Mike Tippet, Manager Community & Regional Planning BYLAW NO:  
SUBJECT: Amending the Electoral Area F OCP and Zoning Bylaw

---

#### **Recommendation/Action:**

That CVRD Electoral Area F Official Community Plan Amendment Bylaw No. 3533 and CVRD Electoral Area F Zoning Amendment Bylaw No. 3463 be forwarded to the Board for two readings and that Directors Morrison, Kuhn and Iannidinaro be delegated to the public hearing.

#### **Relation to the Corporate Strategic Plan:**

Keeps the Plan relevant and current.

**Financial Impact:** (Reviewed by Finance Division: N/A )

#### **Background:**

The Electoral Area Services Committee directed staff several months ago to prepare OCP and zoning maintenance bylaws for three electoral areas, including Area F. This report highlights the proposed changes to the Cowichan Lake South/Skutz Falls OCP as well as Zoning Bylaw No. 2600.

#### **Official Community Plan**

The primary purpose of the proposed changes to the Area F Official Community Plan contained within draft Bylaw 3533 was to properly amend it to reflect the fact that Electoral Area I has not been a part of this Plan for several years. Despite the effort to amend this OCP at the time the separation of Area I OCP update in 2005, there were still a number of references within the Area F Plan to matters that pertain to only Electoral Area I. With the able assistance of a keen group of Area F APC members, staff over the course of three meetings went over the required changes and the amendment bylaw that is attached to this report is the outcome of these discussions.

Two other matters were tackled in the minor update of the Area F OCP: the potential for infill development between Mesachie Lake and Honeymoon Bay, and the criteria by which the CVRD Board might be prepared to consider development of an outdoor recreation park. On the former point, the OCP amendment bylaw states that the CVRD Board may consider applications outside of the ALR for no fewer than 100 homes at a time, with full community services provided by the developer. The principal goal of this policy is to encourage the development of sewer and water systems that will not only support the new development, but provides the opportunity to alleviate some of the pressures on existing CVRD services in the area that need upgrades.

On the Outdoor Recreation Park, the attached draft bylaw suggests that a 40 hectare contiguous site (perhaps in the Circle Route area) may be suitable, and invites rezoning applications. Additionally, there is the suggestion that applications for forest-related industrial uses could be entertained, again in the Circle Route vicinity, close to Mesachie Lake.

In all, there are 68 changes proposed to the OCP and these should keep the Plan relatively current until a more comprehensive review may be undertaken in a couple of years.

***Zoning Bylaw***

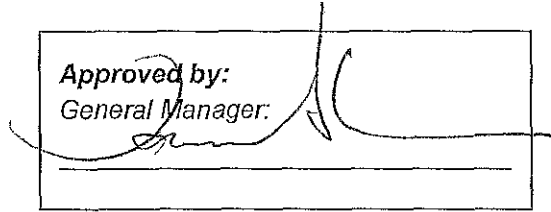
The attached Zoning Amendment Bylaw 3463 contains a few minor adjustments to regulations that will facilitate the administration of the bylaw.

Submitted by,



Mike Tippett, MCIP  
Manager  
Community and Regional Planning Division

Approved by:  
General Manager:



MT/ca



## **COWICHAN VALLEY REGIONAL DISTRICT**

### **BYLAW No. 3533**

**A Bylaw For The Purpose Of Amending Official Community Plan Bylaw No. 1945, Applicable To Electoral Area F – Cowichan Lake South/Skutz Falls**

---

**WHEREAS** the *Local Government Act*, hereafter referred to as the "Act", as amended, empowers the Regional Board to adopt and amend official community plan bylaws;

**AND WHEREAS** the Regional District has adopted an official community plan bylaw for Electoral Area F – Cowichan Lake South/Skutz Falls, that being Official Community Plan Bylaw No. 1945;

**AND WHEREAS** the Regional Board voted on and received the required majority vote of those present and eligible to vote at the meeting at which the vote is taken, as required by the *Act*;

**AND WHEREAS** after the close of the public hearing and with due regard to the reports received, the Regional Board considers it advisable to amend Community Plan Bylaw No. 1945;

**NOW THEREFORE** the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. **CITATION**

This bylaw shall be cited for all purposes as "**CVRD Bylaw No. 3533 - Area F – Cowichan Lake South/Skutz Falls Official Community Plan Amendment Bylaw (Bylaw Maintenance 2011), 2011**".

2. **AMENDMENTS**

Cowichan Valley Regional District Official Community Plan Bylaw No. 1945, as amended from time to time, is hereby amended as outlined on the attached Schedule A.

3. **CAPITAL EXPENDITURE PROGRAM**

This bylaw has been examined in light of the most recent Capital Expenditure Program and Solid Waste Management Plan of the Cowichan Valley Regional District and is consistent therewith.



READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

I hereby certify this to be a true and correct copy of Bylaw No. 3533 as given Third Reading on the \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date

Exempt from approval by the Minister of Community, Sport and Cultural Development under Section 2 (a) and (b) of the *Cowichan Valley Regional District Approval Exemption Regulation* pursuant to Ministerial Order No. M036, February 21, 2011.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary



## SCHEDULE "A"

### To CVRD Bylaw No. 3533

---

Official Community Plan Bylaw No. 1945 is hereby amended as follows:

1. The official citation of Bylaw 1945 is amended, from "CVRD West Cowichan Official Community Plan Bylaw No. 1945, 1999, Electoral Area F – Cowichan Lake South/Skutz Falls" to "Cowichan Valley Regional District Electoral Area F – Cowichan Lake South/Skutz Falls Official Community Plan Bylaw No. 1945, 1999".

Schedule A to Official Community Plan Bylaw No. 1945 is hereby amended as follows:

2. Policy 2.3 is deleted and replaced with the following:
  - 2.3 A The Riparian Areas Regulation Development Permit Area (DPA-1) is established in Section 15 of this Official Community Plan to protect those environmentally sensitive areas that are deemed to have the potential for development during the life of this Plan (as shown in Figures 7a, 7b and 7c). The development permit area will affect lands adjoining the Cowichan River, Cowichan Lake and tributaries, and lands identified in the provincial Sensitive Ecosystems Atlas as Environmentally Sensitive Areas. Lands in the Agricultural Land Reserve are not included in the Riparian Areas Regulation Development Permit Area.
3. Policy 2.5 is deleted.
4. Policy 2.8 is deleted and replaced with the following:
  - 2.8 The Regional Board supports the protection of new development from flood risks.
5. The phrase "Forest Land Reserve Act" is deleted from the first paragraph under Section 4 Forestry.
6. The phrase "Private Managed Forest Land Council" replaces "Private Forest Land Regulation" throughout the text of the Official Community Plan.
7. Under the heading Forestry Objectives, (a) is amended by deleting the phrase, "and Forest Land Reserve Act for privately owned lands" at the end of that subsection.
8. Under the heading Forestry Objectives, (b) is amended by deleting the phrase, "and the Forest Land Reserve Act" and making the necessary grammatical adjustments to the remainder of that sentence.
9. Under the heading Forestry Objectives, (c) is amended by deleting the phrase, "the Forest Land Reserve Act" and making the necessary grammatical adjustments to the remainder of that sentence.

10. Policy 4.2 is amended by adding “and secondary” to the paragraph, after the word “primary” and before the word “resource”.
11. Policy 4.3 is deleted.
12. Policy 4.6 is deleted and replaced with the following:
  - 4.6 The Regional District Board may consider allowing, by way of zoning amendment, the creation of rustic campgrounds within the Forestry designation, subject to consideration of the following:
    - a) Provision of a major public land amenity by the proponent of the rustic campsite, including waterfront land where the Forestry parcel is on the lake shore.
    - b) Minimizing impacts on environmentally sensitive areas.
    - c) Close proximity to clean recreational waters, panoramic mountain views, or other such natural attributes.
    - d) Provision of ground sewage disposal approved by the Health authority having jurisdiction.
    - e) Provision of solid waste collection service.
    - f) Adequate adaptation to address wildfire safety concerns, including vegetation management, adequate water storage or access, and on-site emergency planning.
    - g) Adequate buffering between the rustic campground and adjacent Forestry lands.
13. Policy 4.9 is deleted and replaced with the following:
  - 4.9 The Cowichan Valley Regional District Board of Directors supports existing Community Forest Co-op lands and the expansion of that program.
14. The second sentence of Policy 5.3 is deleted.
15. The second paragraph of Section 6: Residential Development, is amended by deleting Youbou and Marble Bay/Sunset Beach from the places identified.
16. Section 6(a) is deleted and replaced with the following:
  - a) to encourage future residential development in areas identified in this Plan as Future Development Areas;
17. Policy 6.1 is deleted and replaced with the following:
  - 6.1 Outside of Future Development Areas (FDAs), the Regional Board may consider designating additional lands for residential purposes, provided it would not undermine, in the opinion of the Board, the plans for FDAs and appropriate community services could be provided, and provided a significant public amenity would be provided, particularly in the case of waterfront development, where more than half of the waterfront and total parcel area would be expected to be offered to the CVRD as parkland.

18. Policy 6.2 is deleted and replaced with the following:
  - 6.2 For all Residential land-use designations under this Plan that follow this section, where a density policy purports to permit a maximum density of dwelling units per parcel of land, a secondary dwelling unit or secondary suite will also be permitted, as defined in the implementing zoning bylaw.
19. Policy 6.3 is deleted and replaced with the following:
  - 6.3 The Regional District will strive to ensure that as much new housing as possible in the Plan area is affordable for local residents.
20. Policy 6.13 is deleted and replaced with the following:
  - 6.13 The Regional Board may consider approving multiple family residential developments in areas designated as Residential or Future Residential Areas by way of rezoning, subject to consideration of the following:
    - a) connection of the proposed development to a community water and community sewer system;
    - b) consideration of the suitability of the site for the purpose, given the existing community;
    - c) consideration of possible amenities that could be provided to the community in the context of the application.
21. Policy 6.14 is deleted and replaced with the following:
  - 6.14 Home-based businesses are encouraged throughout the Plan area, and the implementing zoning bylaw will ensure that the following provisions are met:
    - a) the home-based business must be accessory to a residential use of the same parcel of land;
    - b) the business will integrate appropriately into the local neighbourhood; and different regulations may be enacted for different zones.
22. The heading "SUBURBAN LAKEFRONT RESIDENTIAL POLICIES" is deleted and Policies 6.20 and 6.21 that follow it are also deleted.
23. Policy 6.25 is deleted and replaced with the following:

The CVRD may consider approving the creation of a mobile or manufactured home park in the Plan Area, provided the Board believes that it would be an asset to the community, that it would be on a site that has access to regional transit services and community water and community sewer services are provided.
24. The heading "LAKEFRONT RESIDENTIAL POLICIES" is deleted and Policies 6.27, 6.28, 6.29, 6.30 and 6.31 that follow it are also deleted.
25. The heading "WATERFRONT RESIDENTIAL POLICIES" is deleted, and policy 6.34 is also deleted.
26. Policy 6.36 is amended by renaming the cited development permit area from "Watercourse Protection" to "Riparian Areas Regulation" Development Permit Area.

27. Policy 6.39 is deleted and replaced with the following:

6.39 Manufactured or mobile Homes meeting the CSA Z 240 or A277 standards will be permitted in residential areas where single family dwelling is a permitted use.

28. Policy 6.40 is deleted.

29. Section 7: Future Development Area is amended by deleting the second paragraph under the heading and replacing it with the following:

Lands within the Future Development Area Designation are intended to remain in Forestry or Agriculture zones until such time as comprehensive application for a neighbourhood plan and complementary zoning amendment is made, which proposes an appropriate mix of residential, commercial, light industrial, park and related land uses. The intent of permitting areas designated as Future Development Area to develop in this way is to complement the existing communities of Mesachie Lake and Honeymoon Bay, both in terms of improvements to community sewer and water systems, protection of environmental features and the provision of parkland.

30. Section 7: Future Development Area – Objectives is amended by deleting (a) and (b) and replacing them with the following:

- a) to guide new development in the vicinity of Cowichan Lake into areas where it would benefit the existing communities of Mesachie Lake and Honeymoon Bay, where public transportation is available, where existing sewer and water services are present but require upgrades, and to add to the vitality of these long-standing communities;
- b) to ensure that environmentally sensitive areas are protected through their dedication to the CVRD as public parkland, particularly along the Cowichan Lake shoreline but also along other riparian areas and in areas of rare or otherwise endangered plant communities;

31. Policy 7.2 is deleted and replaced with the following:

7.2 Lands within the Future Development Area designation are subject to the following considerations at the time of application for a neighbourhood plan and zoning amendment:

- a) In the case of the Future Development Area next to Ashburnham Creek, the entire area shall be considered under one application;
- b) In the case of the Future Development Areas between Mesachie Lake and Honeymoon Bay, the Regional Board may consider individual applications for a neighbourhood plan and rezoning of areas that would propose not less than 100 residences in one application;
- c) Any application in a Future Development Area will require the creation of a community water and community sewer system, built by the developer and transferred to the CVRD's Engineering and Environment Department;
- d) The new community water and community sewer systems must be capable of also serving residents of the communities of Honeymoon Bay and/or Mesachie Lake who are on community systems operated by the CVRD, with the proximity of the subject land to either or both communities determining which

- one(s) would be served;
  - e) Significant parkland dedications to the CVRD must be proposed, with an emphasis on waterfront lands which are ecologically significant or would have recreation potential, and in areas that are well below the 200 year flood construction level;
  - f) The neighbourhood plan will propose the creation of a development permit area to set standards for development;
  - g) Appropriate access to and from the site by motor vehicle as well as transit and greenways will be required.
32. Policy 7.3 is deleted.
33. Policy 8.1, part (a) is deleted and replaced with the following:
- a) the use, scale and general form and character of the proposed commercial buildings and structures should be well suited to the site and proposed uses, and be in compliance with applicable development permit area guidelines;
34. Policy 8.5 is deleted and replaced with the following:
- 8.5 In determining appropriate sites for future Local Commercial outlets in Honeymoon Bay and Mesachie Lake, preference should be given to locating such uses in areas where a local need for services exists and that would allow community residents to walk to these facilities.
35. Policy 8.9 is amended by eliminating "Youbou" from the first sentence.
36. Policy 8.12 is amended by deleting the clause "or the further expansion of existing campgrounds".
37. Policy 8.13 is deleted.
39. Policy 8.14 is deleted.
40. Policy 8.16 is deleted and replaced with the following:
- 8.16 A neighbourhood will be considered in Mesachie Lake but will be discouraged along the Highway 18 corridor.
41. The heading "WATERFRONT COMMERCIAL" is deleted, as is the sentence that immediately follows it.
42. Policies 8.17 and 8.18 are both deleted.

43. The following is added after Policy 8.18:

#### **OUTDOOR RECREATION PARK POLICIES**

##### **POLICY 8.19**

Only on lands that are designated as Forestry, the Regional Board may consider rezoning one site in Electoral Area F to the Outdoor Recreation Park 1 Zone (ORP-1), subject to a public hearing and careful consideration of the following matters:

- a) The site must be at least 40 hectares in area;
- b) No more than one contiguous site in Electoral Area F may be zoned as ORP-1;
- c) The site must be remote from large concentrations of residences, in an attempt to minimize the effect of the sound generated by activities in on the site;
- d) The site should be accessible by a good quality paved all weather public road;
- e) Proof of well water and suitable sewage disposal areas must be identified in the rezoning application;

A detailed site development plan, satisfactory to the Regional Board, must be submitted at the time of application, with all proposed uses set out as to location, with adequate on-site parking to meet estimated peak demands being available, as well as sufficient sanitary facilities, either plumbed or brought in on a temporary basis;

44. That part of Section 9 – Industrial Areas – immediately below the heading is deleted and replaced by the following:

The industrial base of the Cowichan Lake area has been strongly linked with the forest industry, with sawmills being formerly located at Mesachie Lake and Honeymoon Bay. With the departure of large scale sawmilling from the Plan area, there remain opportunities for a more specialized and diverse forest-related light industry to emerge. The Forest Co-op is one mechanism to stimulate this evolution, which would enhance the local economy and provide firm support for these communities. In the Plan area, new industry should be focussed on the Mesachie Lake area in the vicinity of the new Circle Route Highway to Port Renfrew.

45. Policy 9.1 is deleted and replaced with the following:

9.1 Future industrial uses should be located in the vicinity of the new Circle Route Highway to Port Renfrew, near Mesachie Lake.

46. Policy 9.3 is deleted and the remaining policies in section 9 are renumbered accordingly.

47. Policy 9.4 is amended by deleting subsections (c) and (i) and renumbering all remaining subsections accordingly.

48. Policy 9.5 is deleted.

49. All references to the Municipal Act throughout the Plan text are changed to the Local Government Act.

50. Policy 10.2 is amended by deleting subsection (h) and removing the “and” at the end of subsection (g).

51. Policy 10.9 is deleted.
52. Policy 10.11 is amended by substituting "Electoral Area F" for "Plan area".
53. Policy 10.17 is deleted.
54. Policy 11.1 is amended by deleting "Electoral Areas "F" and "I"" and replacing it with "Electoral Area F".
55. Policy 11.3 is deleted and replaced with the following:
  - 11.3 Proposed greenways within the Agricultural Land Reserve will require the approval of the provincial Agricultural Land Commission.
56. Policy 12.1 is amended by deleting Youbou Road and North Shore Road from the list of major network roads.
57. Policies 12.8 and 12.9 are deleted and all subsequent policies are renumbered accordingly.
58. Policy 13.6 is amended by deleting the reference to Youbou and replacing it with Mesachie Lake.
59. Policy 13.9 is deleted and replaced with the following:
  - 13.9 Newly proposed community sewer systems will be designed to result in the best possible effluent quality with nutrient removal, and the Regional Board will strive to upgrade existing systems to this standard.
60. Policies 13.11 and 13.12 are deleted.
61. Policy 13.13 is amended by deleting "landfill, incineration site, or" from the policy and all policies in Section 13 are renumbered sequentially.
62. Section 14 Community Safety and Social Policies – Objectives" is deleted and replaced with the following:

The objectives of the Regional Board pertaining to community safety and social matters are:

  - a) to maintain and enhance the rural character and that of the nodal communities within Electoral Area F;
  - b) to support the welcoming and safe nature of Electoral Area F;
  - c) to ensure that plans are in place for minimizing risk in the case of any emergency arising;
  - d) to enhance public awareness of emergency preparedness initiatives in Electoral Area F;
  - e) to minimise the risk of wildfire interface throughout Electoral Area F.
63. Policy 14.2 is amended by replacing "in Policy 13.17 of this Plan" with "the policies respecting the use of road endings in Section 13".



64. Policy 14.9 is deleted and replaced with the following:

The Regional Board supports the provision of appropriate community services for all persons with disability.

65. Section 17: "Waterfront Commercial Development Permit Area" is deleted in its entirety.

66. Section 18: Implementation and Administration – Objectives, subsection (c) is deleted and replaced with the following:

- c) to encourage the identification, protection and conservation of heritage sites, resources and features, such as the Honeymoon Bay Community Hall, and

67. Policy 18.3 is amended by deleting the table of land use designations and this table is replaced with the following:

Abbreviation	Designation Name
F	Forestry
A	Agricultural
RR	Rural Residential
SR	Suburban Residential
UR	Urban Residential
HLR	Honeymoon Bay Lakefront Residential
RC	River Corridor
FDA	Future Development Area
C	Local Commercial
SC	Service Commercial
TC	Tourist Recreational Commercial
NPC	Neighbourhood Pub Commercial
I	Industrial
P	Parks/Institutional
H	Heritage

68. Policy 18.11 is amended by deleting "Youbou Community Hall, the Youbou Church, and the".



## COWICHAN VALLEY REGIONAL DISTRICT

### BYLAW No. 3463

#### A Bylaw For The Purpose Of Amending Zoning Bylaw No. 2600 Applicable To Electoral Area F – Cowichan Lake South/Skutz Falls

---

**WHEREAS** the *Local Government Act*, hereafter referred to as the "*Act*", as amended, empowers the Regional Board to adopt and amend zoning bylaws;

**AND WHEREAS** the Regional District has adopted a zoning bylaw for Electoral Area F – Cowichan Lake South/Skutz Falls, that being Zoning Bylaw No. 2600;

**AND WHEREAS** the Regional Board voted on and received the required majority vote of those present and eligible to vote at the meeting at which the vote is taken, as required by the *Act*;

**AND WHEREAS** after the close of the notification period and with due regard to the public comments received, the Regional Board considers it advisable to amend Zoning Bylaw No. 2600;

**NOW THEREFORE** the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

#### 1. CITATION

This bylaw shall be cited for all purposes as "**CVRD Bylaw No. 3463 - Area F – Cowichan Lake South/Skutz Falls Zoning Amendment Bylaw (Area F Zoning Bylaw Maintenance 2011), 2011**".

#### 2. AMENDMENTS

Cowichan Valley Regional District Zoning Bylaw No. 2600, as amended from time to time, is hereby amended in the following manner:

a) Section 3.19.4 is deleted and replaced by the following:

4. be legally constructed and inspected in accordance with the *British Columbia Building Code* and the CVRD Building Bylaw, and:
  - (a) if located in a community water service area, have a separate service line connection and meter;
  - (b) if located in a community sewer service area, have a separate service line connection;
  - (c) if not located in either a community water or community sewer service area, have the prior approval of the authorities responsible for domestic water supply and liquid waste disposal;

b) Section 3.20.3 is deleted and replaced by the following:

3. be legally constructed and inspected in accordance with the *British Columbia Building Code* and the CVRD Building Bylaw, and:

- (a) if located in a community water service area, have a separate service line connection and meter;
- (b) if located in a community sewer service area, have a separate service line connection;
- (c) if not located in either a community water or community sewer service area, have the prior approval of the authorities responsible for domestic water supply and liquid waste disposal;

c) Section 1.3 is amended by inserting the following new definitions in alphabetical order:

**“front yard”** means the area of a parcel between a straight line parallel to the face of a building and the front parcel line;

**“rear yard”** means the area of a parcel other than the front yard;

d) The following is added after Section 3.2.5:

6. Not more than two plumbing fixtures such as a sink and toilet, shower or bathtub shall be located in an accessory building.

e) Section 5.3.3 is deleted and replaced with the following:

Not more than one single family dwelling and one secondary dwelling unit or secondary suite is permitted on a parcel of land in the F-1 Zone.

f) Section 5.4.3 is deleted and replaced with the following:

Not more than one single family dwelling and one secondary dwelling unit or secondary suite is permitted on a parcel of land in the F-2 Zone.

g) Section 5.5.3 is deleted and replaced with the following:

Not more than one single family dwelling and one secondary dwelling unit or secondary suite is permitted on a parcel of land in the F-2A Zone.

h) Section 3.9 is deleted and replaced by the following:

a) Notwithstanding other height restrictions in this Bylaw, an agricultural building, belfries, chimneys, domes, drive-in theatre screens, flag poles, grain elevators, industrial cranes, lighting poles, federally-regulated microwave communications towers, monuments, radio or television antennas, religious facility spires, retaining walls, silos, scenery lofts, smoke stacks, stadium bleachers and light standards, stair towers, tanks, towers and windmills may be of an unlimited height. However, where such structures are located on top of a building, they shall not occupy more than 10% of the horizontal plane of the roof area as seen from any direction;

- b) Notwithstanding the definition of **natural grade**, where a building site has been raised by the deposit of engineered fill, up to the flood construction level as shown on a Provincial floodplain map, the total height of the permitted structure may be measured from the finished grade at the perimeter of the foundation instead of the natural grade.
- i) Section 3.5.2(a) is deleted and replaced with the following:
  - a) the owner of the parcel agrees to and enters into a restrictive covenant in favour of the CVRD pursuant to Section 219 of the *Land Title Act* to the effect that the owner undertakes to remove or convert the existing dwelling to an accessory building (building permit required), to the satisfaction of the Building Inspector, prior to the granting of the certificate of occupancy for the new principal dwelling;
- j) The following is added after Section 4.2.2:
  - 3. Where any parcel subject to this Bylaw is partially in two or more zones, each portion that lies within a single zone may be used and subdivided in accordance with that zone's regulations.

### 3. FORCE AND EFFECT

This bylaw shall take effect upon its adoption by the Regional Board.

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary



R8

## STAFF REPORT

### ELECTORAL AREA SERVICES COMMITTEE MEETING OF SEPTEMBER 20, 2011

**DATE:** September 14, 2011      **FILE NO:** Nanaimo Regional District  
Growth Management Strategy

**FROM:** Mike Tippet, Manager      **BYLAW NO:** N/A  
Community & Regional Planning

**SUBJECT:** Nanaimo Regional District Revised Growth Management Strategy

---

**Recommendation/Action:**

That the CVRD accepts the proposed update to the Regional District of Nanaimo Growth Management Strategy update and it offers for the consideration of RDN the comment that the document should mention inter-regional cooperation in the Transportation and "Cooperation Among Jurisdictions" sections.

**Relation to the Corporate Strategic Plan:**

N/A (subject area is not in the CVRD).

**Financial Impact:** *(Reviewed by Finance Division: None)*

**Background:**

The Regional District of Nanaimo (RDN) has updated their Regional Growth Strategy (RGS) and will require the concurrence/acceptance of the update from adjacent jurisdictions in order to consider eventual adoption. Anything less than "acceptance" would imply that the adjacent jurisdiction has a significant objection to the document, and would involve the "non-accepting" jurisdiction in a process to resolve the objection. Official Plans adopted by the RDN Board and the partner municipalities must be consistent with the RGS.

**Brief Review of RGS**

The NRD Regional Growth Strategy was first adopted in 1997, and this is the second revision that is proposed. It is a fairly short document, and it sets out a broad strategy to direct development primarily to municipalities in the RDN as well as to certain other rural centres. The themes are familiar to the CVRD's own community plans: keep the community sewer and water services confined to the municipalities and rural village areas, coordinate land use and servicing, provide a range of housing options, don't permit urban development outside of Rural Village areas or municipalities, protect the natural environment and provide for the social needs of their communities. Growth Containment Boundaries are continued in this RGS, and it's noted that these should not be altered outside of regular RGS updates, other than minor amendments.

### ***Reasons for the RGS Update***

The RDN had to update the RGS in order to comply with Bill 27 – the Greenhouse gas reduction legislation. Similar to OCPs, regional districts with an RGS were directed to bring amendments into the RGS within two years (period ending May 2011) with respect to establishing targets for greenhouse gas reduction. Additionally, the *Local Government Act* suggests that any RGS should be reviewed every five years or thereabouts, so a general review was in order anyway.

### ***Highlights of the RGS Updates***

The RGS update provides a similar approach to the CVRD with respect to implementation of GHG reduction targets. Clear support for the Provincial targets is stated and the preparation of a community energy and emissions plan is a key component of moving towards this broad goal.

In the section on transportation, there is reference to working with senior governments on a comprehensive “mobility strategy”. Conspicuous by its absence from this introductory policy is a mention of also working with the three adjacent regional districts on this strategy. In the case of the Cowichan Valley, it would be appropriate for us to be involved at some level in the development of such a strategy, for example, concerning the inter-regional implications of transportation, including the possibility of eventual transit linkages, among other measures. The CVRD has already established an inter-regional transit link with the CRD, as an example of this. We could suggest as a minor edit to this section that work with other RDs on this strategy would be appropriate.

The growth containment boundaries that would be continued under this revision are similar to those established by the CVRD in Electoral Areas A, B, C and I. The idea is to concentrate growth of most residential and commercial density in areas where there are already significant settlements and commensurate investments in public infrastructure.

Some development outside of the aforementioned “growth containment boundaries” is permitted, for example in Rural Residential areas, and there is a provision for density averaging, clustering of residences and density transfer provided public amenities are in place. This section is redolent of the Living Forest application the CVRD recently approved south of South Shawnigan Lake Road.

The update also contains a section on providing efficient services, one of the eleven goals that provide the framework for the document. This is further advanced by an insistence that all new community sewer and water services must be publically owned, something the CVRD has been practicing for some years now.

Under Goal 11 – Cooperation Among Jurisdictions – there is again no mention of neighbouring regions, and this would be an opportunity to look outside of the Plan area and highlight that no regional district is truly an island unto itself, but we are all part of a much larger whole.

### ***Conclusion***

The update is well written and from staff's perspective we find little to quibble with, other than possibly making the suggestion of encouraging more mention of inter-regional cooperation.

Submitted by,



Mike Tippett, MCIP  
Manager, Community and Regional Planning Division  
Planning and Development Department  
MT/ca

Approved by:  
General Manager:

---



June 29, 2011

Via email: [tanderson@cvrld.bc.ca](mailto:tanderson@cvrld.bc.ca)

Cowichan Valley Regional District  
175 Ingram Street  
Duncan, BC V9L 1N8

**Attention: Tom Anderson, General Manager, Planning and Development**

Dear Tom,

**Re: Regional Growth Strategy Bylaw No. 1615**

The Regional District of Nanaimo (RDN) Board at its regular meeting held June 28, 2011 gave 1<sup>st</sup> and 2<sup>nd</sup> reading to "Regional District of Nanaimo, Regional Growth Strategy Bylaw No. 1615, 2011."

Attached to this e-mail, please find an electronic copy of Bylaw No. 1615 which includes the June 6<sup>th</sup>, 2011 draft of the Regional Growth Strategy (RGS). Due to the size of the electronic files, the revised draft RGS maps in Appendices A and B can be accessed online at [www.shapingourfuture.ca](http://www.shapingourfuture.ca).

A public hearing for Bylaw No. 1615 will be held on September 7<sup>th</sup> and 8<sup>th</sup> 2011. Following the public hearing, the RGS Bylaw No. 1615 will be sent to your organization along with all other RDN member municipalities and adjacent Regional Districts for formal 'acceptance' as required under the *Local Government Act*.

We hope that this early referral of the Bylaw to you will enable you to recommend to your jurisdiction that it accept the Bylaw in late September or during the first week of October, after the Bylaw has been formally referred to your jurisdiction, so that the RDN Board will be able to consider adoption of the Bylaw in October of 2011. Your assistance in achieving this goal would be sincerely appreciated.

Please do not hesitate to call or e-mail if you have any questions about the draft RGS Bylaw No. 1615 (Tel: 250-390-6510, Toll Free: 1-877-607-4111, email [pthompson@rdn.bc.ca](mailto:pthompson@rdn.bc.ca)).

Sincerely,

Paul Thompson  
Manager, Long Range Planning

Enclosure: Regional District of Nanaimo, Regional Growth Strategy Bylaw No. 1615

Development Services  
6300 Hammond Bay Road  
Nanaimo, BC  
V9T 6N2

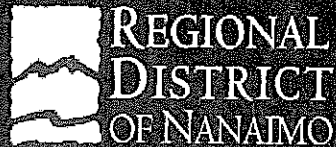
Ph: (250) 390-6510

Toll Free: 1-877-607-4111  
Fax: (250) 390-7511  
Email: [planning@rdn.bc.ca](mailto:planning@rdn.bc.ca)

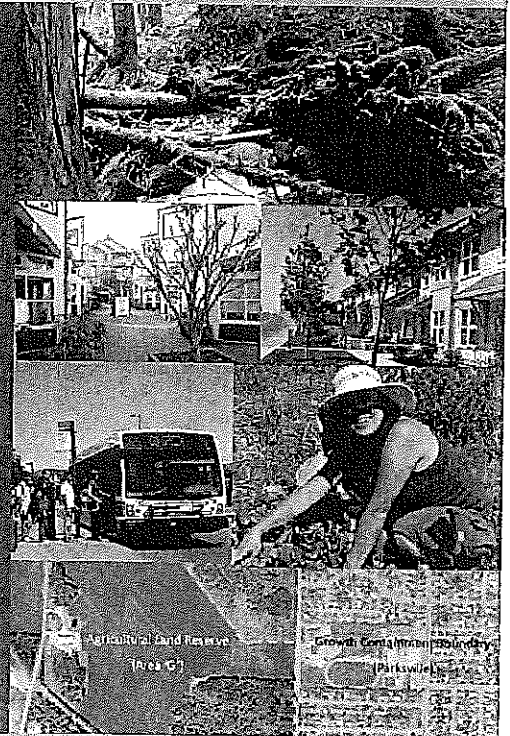
Web: [www.rdn.bc.ca](http://www.rdn.bc.ca)



# *Shaping Our Future*



## Regional Growth Strategy June 6<sup>th</sup> 2011





**Regional District of Nanaimo**

**Bylaw No. 1615**

**A Bylaw to Adopt a Regional Growth Strategy  
for the Regional District of Nanaimo**

WHEREAS the *Local Government Act* provides for a regional district to undertake the development, adoption, implementation, monitoring and review of a Regional Growth Strategy under Part 25,

AND WHEREAS a review of “Regional District of Nanaimo Regional Growth Strategy No. 1309, 2003” was initiated by resolution, pursuant to Part 25, Section 854 of the Local Government Act;

NOW THEREFORE, the Board of the Regional District of Nanaimo, in open meeting assembled, enacts as follows:

1. “Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1309, 2003” is hereby repealed.
2. Schedule “A” attached to and forming part of this Bylaw is hereby designated as the “Regional Growth Strategy for the Regional District of Nanaimo”.
3. This Bylaw may be cited as “Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615, 2011” and takes effect on the date adopted.

The Regional Growth Strategy Bylaw was introduced and read two times on the 28<sup>th</sup> day of June, 2011.

The Board conducted a public hearing on the Regional Growth Strategy Bylaw on the xx and xx days of xxx, 2011.

The Regional Growth Strategy bylaw was accepted, by resolution,

- by the City Of Nanaimo Council on the xx day of xx, 2011,
- the City of Parksville on the xx day of xx, 2011,
- the District of Lantzville on the xx day of xx, 2011,
- the Town of Qualicum Beach on the xx day of xx, 2011,
- the Comox Valley Regional District Board on the xx day of xx, 2011,
- the Alberni-Clayoquot Regional District Board on the xx day of xx, 2011,
- and the Cowichan Valley Regional District Board on the xx day of xx, 2011.

Read a third time this XX day of XX, 2011.

Adopted this XX day of XX, 2011.

---

Chairperson

---

Senior Manager, Corporate Administration

## **Schedule “A”**

### **REGIONAL DISTRICT OF NANAIMO REGIONAL GROWTH STRATEGY BYLAW NO. 1615**

**June 6, 2011**

Regional District of Nanaimo  
Development Services  
6300 Hammond Bay Road  
Nanaimo, BC  
V9T 6N2

Phone: 250-390-6510  
Fax: 250-390-7511  
E-mail: [growthmanagement@rdn.bc.ca](mailto:growthmanagement@rdn.bc.ca)

[www.rdn.bc.ca](http://www.rdn.bc.ca)

## **List of Tables**

Table 1: Regional District of Nanaimo Population, 1986-2006

Table 2: Regional District of Nanaimo Growth Rate, 1986-2006

## **List of Figures**

Figure 1: Regional Growth Strategy – Participating Jurisdictions

Figure 2: Relationship of Regional Growth Strategy to Other Legislation, Plans and Bylaws

Figure 3: Georgia Strait – Puget Sound Basin

Figure 4: Projected Population Growth Within the RDN

Figure 5: RDN Employment by Industry

# Table of Contents

<b>1.0</b>	<b>INTRODUCTION .....</b>	<b>1</b>
1.1	Purpose of the RGS .....	1
1.2	Relationship with Official Community Plans and Other Bylaws .....	1
1.3	Strategy Preparation Process .....	2
1.4	Timeframe of the Regional Growth Strategy .....	3
1.5	Amendment Approval Process.....	4
1.6	Monitoring of the RGS .....	5
<b>2.0</b>	<b>CONTEXT .....</b>	<b>6</b>
2.1	RDN Mandate .....	6
2.2	Regional Geography .....	8
2.3	Demographic Trends .....	10
2.4	Economic Trends.....	11
<b>3.0</b>	<b>VISION AND SUSTAINABILITY PRINCIPLES .....</b>	<b>13</b>
3.1	Vision .....	13
3.2	Sustainability Principles .....	14
<b>4.0</b>	<b>GOALS AND POLICIES.....</b>	<b>15</b>
4.1	Goals .....	15
4.2	Policies .....	16
<b>5.0</b>	<b>ACCOUNTABILITY – EDUCATION, AWARENESS AND IMPLEMENTATION.....</b>	<b>41</b>
5.1	Education and Awareness .....	41
5.2	Implementation .....	41
5.3	Targets .....	44
5.4	Key Indicators .....	44
<b>6.0</b>	<b>LAND USE DESIGNATIONS .....</b>	<b>46</b>
	<b>GLOSSARY</b>	<b>50</b>

## **Table of Contents Continued...**

### **Appendix A: Maps**

- Map 1: Sensitive Ecosystems and Parks
- Map 2: Regional Transportation Facilities
- Map 3: Growth Management Framework
- Map 4: Land Use Designations
- Map 5: Agricultural Lands

### **Appendix B: Maps of Growth Containment Boundaries**

### **Abbreviations**

Abbreviations used in this document include the following:

ALR	Agricultural Land Reserve
GCB	Growth Containment Boundary
GHG	Green House Gas
MOTI	Ministry of Transportation and Infrastructure
OCP	Official Community Plan
RDN	Regional District of Nanaimo
RGS	Regional Growth Strategy

## 1.0 INTRODUCTION

### 1.1 Purpose of the RGS

A Regional Growth Strategy (RGS) is a strategic plan mandated by the *Local Government Act* for the purpose of establishing a consistent and coordinated approach across a region in order to foster socially, economically and environmentally sustainable communities. The RGS is adopted by bylaw by the Regional District of Nanaimo (RDN) Board after first being accepted by affected local governments – the City of Nanaimo, City of Parksville, Town of Qualicum Beach and District of Lantzville.

The RDN adopted its first RGS in 1997 in response to residents' concerns about the impacts of rapid population growth and development in the late 1980s and early 1990s. Following its adoption, the RGS was reviewed and updated in 2003. Since then new concerns have risen to the forefront including climate change, food security and affordable housing. In addition, the provisions of Bill 27, the *Local Government (Green Statutes) Amendment Act*, 2008 require that Regional Growth Strategies:

- include policies, actions and targets for the reduction of greenhouse gas emissions; and,
- establish a process for minor amendments.

This current revision of the RGS addresses the requirements of Bill 27 and integrates better with other initiatives that will help us respond to these concerns and achieve our vision for a socially, economically and environmentally healthy and sustainable region.

### 1.2 Relationship with Official Community Plans and Other Bylaws

The policies and land use designations in this RGS are only one component of managing growth in the Regional District of Nanaimo. They provide the general framework for directing growth and land use activities throughout the RDN. The detailed policies and regulatory framework that define permitted land-uses will continue to be found within the official community plans (OCPs) and zoning bylaws of the local governments.

Section 866 of the *Local Government Act* sets out the procedure and requirements for ensuring consistency between a RGS and an OCP. A municipal OCP must include a Regional Context Statement that identifies the relationship between the OCP and the matters addressed in the RGS, and if applicable, how the OCP is to be made consistent with the RGS over time.

Unless there has been a prior corresponding amendment to the RGS the Board will not accept Regional Context Statements or proposed amendments affecting the following land use designations:

- I. Lands which are designated Resource Lands or Open Space are proposed to be designated to other uses in the Regional Context Statement;
- II. Lands which lie outside the Growth Containment Boundary are proposed to be redesignated as Urban Area; and
- III. Additions or deletions to lands designated Urban Area.

All bylaws, including OCP's for electoral areas, adopted by a regional district board and all services undertaken by the board must be consistent with an adopted RGS. A RGS does not commit or authorize a regional district to proceed with projects specified in the strategy.

### 1.3 Strategy Preparation Process

A comprehensive review of the RGS was initiated in 2007 in response to:

- Direction from the RDN Board's 2006-2009 Strategic Plan to 'provide leadership in creating sustainable communities'; and
- The 2007 State of Sustainability Project which was initiated to monitor progress towards achieving RGS goals and to inform future changes to the RGS.

*"Improving sustainability and our quality of life requires that we recognize the interrelationships in our society, environment, and economy, and that we harmonize our approaches to these areas in order to achieve long-term sustainability for all beings."*

*Recommendations for a Sustainable Future, RDN, 2007*

A community engagement process was launched in 2008 to seek input on potential revisions to the RGS. During 2008 and 2009, public concerns about sustainability and growth in the region and suggested changes to the RGS were identified through a series of discussion papers, surveys and public events. Provincial agencies were also asked to provide comments and suggestions regarding potential policies that should be included in the new RGS.

Based on the input received and requirements of Bill 27, numerous changes to the RGS were identified. The most significant changes include:

- Basing the RGS on a set of clearly stated sustainability principles;
- Establishing a clear and transparent process for making changes to the RGS and including the requirements for the amendment process in the RGS;

- Identifying how the RGS will be implemented and establishing a public reporting process;
- Including targets and measures for reducing greenhouse gas emissions, reducing energy use, improving air quality, and other regional objectives; and
- Setting clear direction for the RDN and its member municipalities on their respective roles in:
  - providing affordable housing;
  - supporting farming and food production;
  - coordinating land use planning with transportation planning;
  - determining how designated growth areas will be serviced;
  - preparing for climate change adaptation (potential sea level rise, water deficits, wildfires, etc.);
  - reducing energy consumption;
  - coordinating sustainable economic development with land use planning, transportation planning and planning for utility infrastructure; and
  - establishing education and communication programs regarding the purpose of the RGS and actions that help realize sustainability objectives.

Many of the same principles and policies established in the previous RGS and already carried forward into OCPs, have been reaffirmed. These include:

- Containing growth within designated areas;
- Linking development with servicing;
- Creating complete, compact communities;
- Protecting environmentally sensitive areas;
- Protecting resource lands and open space – including agricultural and forestry lands;
- Supporting economic development; and
- Promoting regional cooperation.

### 1.4 Timeframe of the Regional Growth Strategy

The RGS provides direction and guidance to manage growth and change in the region over the long-term. Growth has been forecast for a period of 30 years in order to determine requirements for land to accommodate growth and development. Although the RGS takes a long-term perspective, it will be important to monitor, assess and review key policies at least every 5 years in order to determine if adjustments need to be made.



## 1.5 Amendment Approval Process

Bill 27 of the *Local Government Act* makes provision for the amendment of a Regional Growth Strategy in one of two ways. Regardless of the amendment process used, amendments may only be made through bylaw. All amendments to the RGS considered to be major must be accepted by all affected local governments in accordance with the provisions of Section 857 of the *Local Government Act* and must follow the same process that is required to adopt the RGS. The *Local Government Act* also allows for minor amendments where a process has been established pursuant to Section 857.1 that includes:

- Criteria for determining whether a proposed amendment is minor for the purposes of allowing the process to apply;
- A means for the views of affected local governments regarding a proposed minor amendment to be obtained and considered; and
- A means for providing notice to affected local governments regarding a proposed minor amendment.

### 1.5.1 Criteria for Minor Amendments

The following outlines the criteria for considering minor amendments to the RGS.

1. Criteria under which a proposed amendment to the RGS may be considered a minor amendment include the following:
  - Amendments resulting from a full Electoral Area or Municipal Official Community Plan review process;
  - Text and map amendments required to correct errors or as a result of more accurate information being received;
  - Amendments to incorporate changes to tables, figures, grammar, or numbering that do not alter the intent of the Regional Growth Strategy; and
  - Addition or deletion, or amendment to Section 5.4 Key Indicators.
2. Although not considered as an exhaustive list, the following types of amendments are not considered minor:
  - Those that lead to adverse changes to the health and ongoing viability of sensitive ecosystems and water sources;
  - Those that include land in the Agricultural Land Reserve or will negatively impact agricultural lands;
  - Those related to a development that would require significant works to address a natural hazard;
  - Those that require the provision of new community water and sewer systems outside the Growth Containment Boundary; and,

- Those that are not consistent with measures and or policies to reduce greenhouse gas emissions and improve air quality.

## 1.5.2 Process for Approving Minor Amendments

1. On receipt of a request from a member municipality or an Electoral Area Planning Committee to amend the RGS, RDN staff will prepare a preliminary report for review by the Sustainability Select Committee. Committee comments and recommendations will be forwarded to the Regional Board.
2. A land use or development proposal or text amendment will be assessed in terms of the minor amendment criteria. The Board may resolve, by an affirmative vote of 2/3 of the Board members attending the meeting, to proceed with an amendment application as a minor amendment. Where the Board resolves to proceed with an amendment application as a minor amendment, the Board will:
  - Determine the appropriate form of consultation required in conjunction with the proposed minor amendment;
  - Give 45 days written notice to each affected local government, including notice that the proposed amendment has been determined to be a minor amendment. The notice shall include a summary of the proposed amendment and any staff reports, other relevant supporting documentation and the date, time and place of the board meeting at which the amending bylaw is to be considered for first reading; and
  - Consider the written comments provided by the affected local governments prior to giving first reading to the proposed amendment bylaw.
3. The bylaw may be adopted without a public hearing after second reading in the event that the amending bylaw receives an affirmative vote of all Board members attending the meeting.
4. Consider third reading and determine whether or not to adopt the amending bylaw.
5. Minor amendment bylaws shall be adopted in accordance with the procedures that apply to the adoption of a RGS under Section 791 of the *Local Government Act*.

## 1.6 Monitoring of the RGS

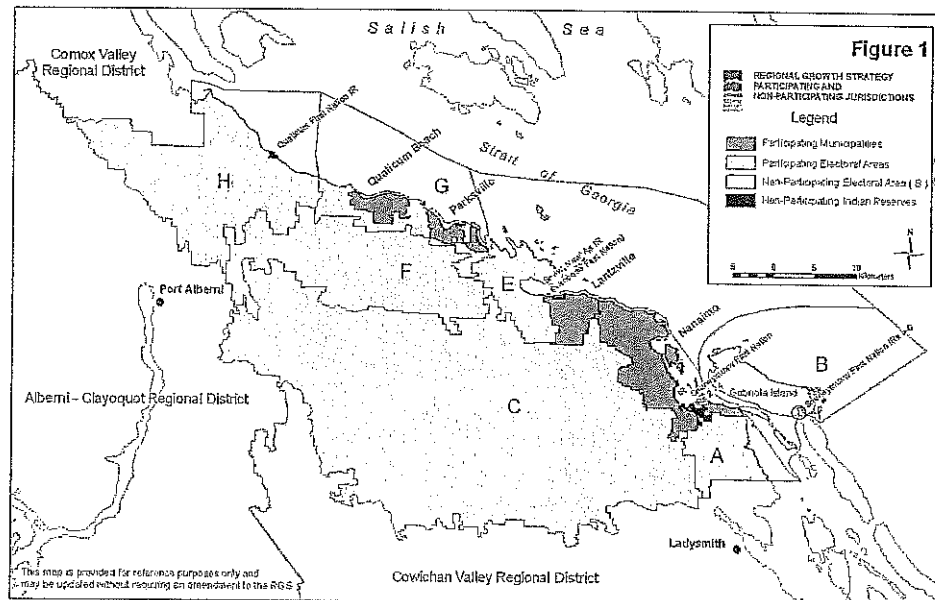
A monitoring program will be established in collaboration with member municipalities and appropriate provincial government agencies to track progress in achieving RGS goals, including GHG emissions reductions. Reports will be made to the RDN Board and public on an annual basis. The details of the monitoring program are outlined in Section 5.2.

## 2.0 CONTEXT

### 2.1 RDN Mandate

The Regional District of Nanaimo (RDN) is a federation of municipalities and electoral areas that deliver a variety of regional and local services that enhance the environmental, social and economic well-being of residents. The RDN Board is comprised of elected representatives from four incorporated municipalities and seven unincorporated electoral areas. Each local government is represented by one member except for the City of Nanaimo which has seven members that sit on the Board.

**Figure 1: Regional Growth Strategy – Participating Jurisdictions**



The four municipalities are the City of Nanaimo, the City of Parksville, the Town of Qualicum Beach and the District of Lantzville.

The seven electoral areas are:

- A: Cedar, South Wellington and Cassidy;
- B: Gabriola, Decourcy and Mudge Islands;
- C: Extension, Nanaimo Lakes, East Wellington/Pleasant valley;
- E: Nanoose Bay;
- F: Coombs, Hilliers, Errington;
- G: French Creek, San Pareil, Dashwood, Englishman River;
- H: Bowser, Qualicum Bay, Home Lake, Spider Lake.

## Regional District of Nanaimo

Although Gabriola, Decourcy and Mudge Islands (Electoral Area B) are represented on the RDN Board, the RGS does not apply to them because, for land use planning purposes, they fall under the jurisdiction of the Islands Trust (see Figure 1).

There are several First Nations whose traditional territories lie within the area subject to the RGS. Within these lands are six reserve areas that come under the jurisdiction of:

- Snuneymuxw First Nation (Nanaimo I.R. 1, 2, 3 & 4);
- Snaw'Naw'As (Nanoose First Nation);
- Qualicum First Nation.

A Protocol Agreement has been signed with the Snuneymuxw First Nation which will establish processes for future partnerships and collaborations. Similar agreements are not yet in place with other First Nations governments and currently there are no First Nations representatives on the RDN Board.

**Figure 2: Relationship of the Regional Growth Strategy to Other Legislation, Plans and Bylaws**



The Regional Growth Strategy is one of two coordinating documents that link land use planning and servicing plans (Figure 2). The RDN Board of Directors also approves three year strategic plans that establish broad strategic goals for the region and identify actions and programs to implement plans. Together these two plans ensure that regional and local service delivery remains consistent with regional objectives, manage the impacts of growth, and create livable communities.

The regional district delivers a variety of regional services that are common to both the electoral areas and municipalities, such as sewage treatment, district recreation, regional parks, solid waste disposal, and transit. The regional district also provides local services to electoral areas, such as community

planning, watershed protection, community recreation, community parks, and utilities. Member municipalities provide similar services within their own jurisdictions.

Senior levels of government also provide services and funding that are crucial to realizing growth management and sustainability objectives. For example, the Ministry of Transportation and Infrastructure (MOTI) is responsible for the construction and maintenance of roadways within electoral areas. The RDN and MOTI must work collaboratively to ensure that the design standards for roads and pedestrian facilities serve to reinforce broader land use and mobility objectives for the region, particularly in rural village centres that are intended to accommodate growth.

## 2.2 Regional Geography

The Regional District of Nanaimo covers an area of approximately 207,000 hectares on the central east coast of Vancouver Island, in the Georgia Strait-Puget Sound Basin, as illustrated in Figure 3.

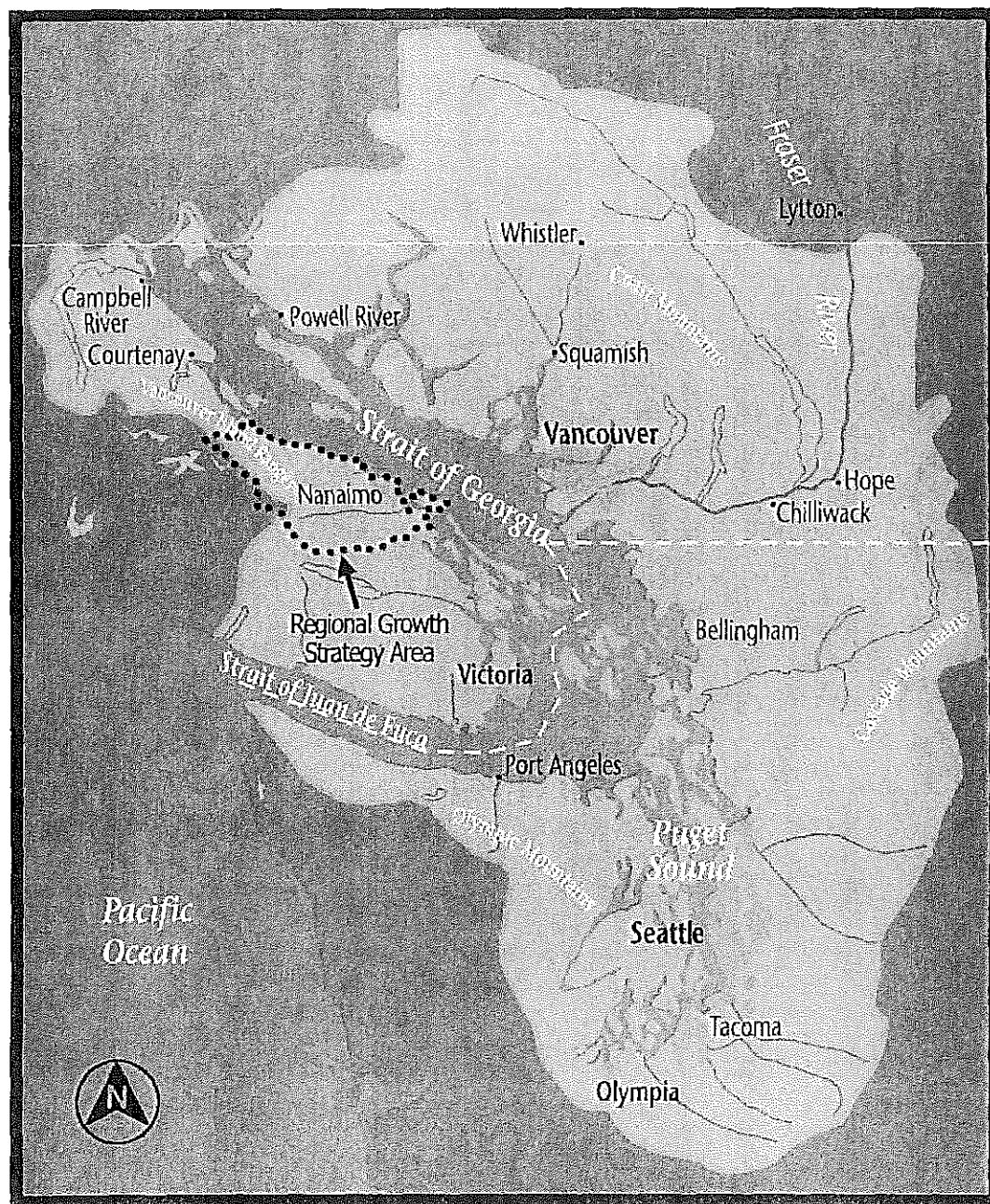
The Georgia Strait and Puget Sound areas together form one ecological unit or natural bioregion (also known as the Salish Sea). This bioregion runs north-south along a coastal corridor, stretching from Campbell River and Powell River to the north in British Columbia, through to Olympia, Washington in the south, and extending as far east as Hope, British Columbia and the Cascade Mountain Range.

The ecosystems of the area are threatened by the impacts of growth. Two thirds of British Columbia's population is clustered in the Basin's urban areas of Greater Vancouver and Greater Victoria, and in smaller urban centres in the Lower Fraser Valley, on Vancouver Island, and along the Sunshine Coast north of Vancouver.

In 2000, approximately 38% of the total area of the RDN was recognized as the Mount Arrowsmith Biosphere Reserve (MABR) by the Man and Biosphere Program of the United Nations' Education, Science, and Cultural Organization (UNESCO). The MABR includes the watersheds of Vancouver Island's Mount Arrowsmith and adjacent marine areas (see Map 1 Appendix A).

## Regional District of Nanaimo

Figure 3: Georgia Strait-Puget Sound Basin (Source: Environment Canada)



### 2.3 Demographic Trends

The population of the RDN increased from 84,819 residents in 1986 to 144,317 residents in 2006, an increase of 70% as illustrated in Table 1. During this time the region experienced two distinct periods of growth as illustrated in Table 2: annual population growth of over five percent during the late 1980s and early 1990s followed by growth of less than one percent per year in the latter half of the 1990s and early part of the 2000s. In the mid-2000s growth averaged about two percent per year.

Table 1:  
Regional District of Nanaimo  
Population, 1986-2006

Year	Population
1986	84,819
1991	104,465
1996	126,375
2001	132,414
2006	144,317

Source: Urban Futures, 2007

Table 2:  
Regional District of Nanaimo  
Growth Rate, 1986-2006

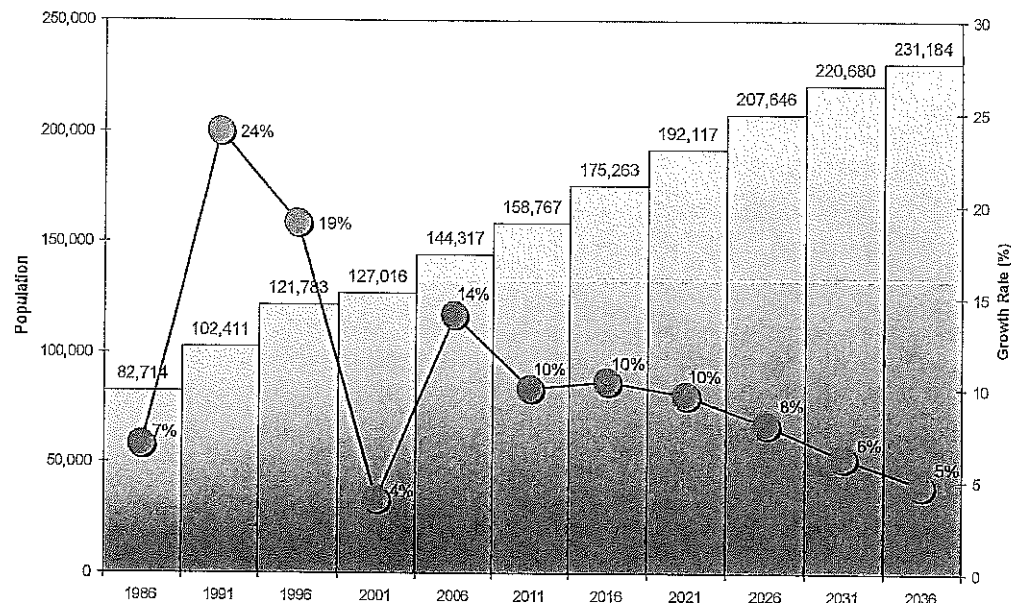
Census Period	Growth Rate (%)
1986-1991	23 %
1991-1996	21 %
1996-2001	5 %
2001-2006	9 %

Source: Urban Futures, 2007

Of more importance is the change in composition of the population. The region's population has aged significantly since 1986 with the majority of the population now over the age of 45. The fastest growing age group between 1986 and 2006 was the sector of the population over the age of 65. This trend is expected to continue which has significant implications for land use, housing, services and employment.

The Georgia Strait-Puget Sound Basin area is expected to increase in population from approximately seven million people in 2005 to more than nine million by 2025. Vancouver Island's population is forecast to increase from just over 721,698 to about 899,981 in the same time period. The population for the RDN is projected to increase from 144,317 residents in 2006 to 231,184 residents by 2036 (Urban Futures, 2007). This represents a 60% increase in population in the RDN between 2006 and 2036, at a projected rate of approximately 2% per year on average.

**Figure 4: Projected Population Growth within the RDN**



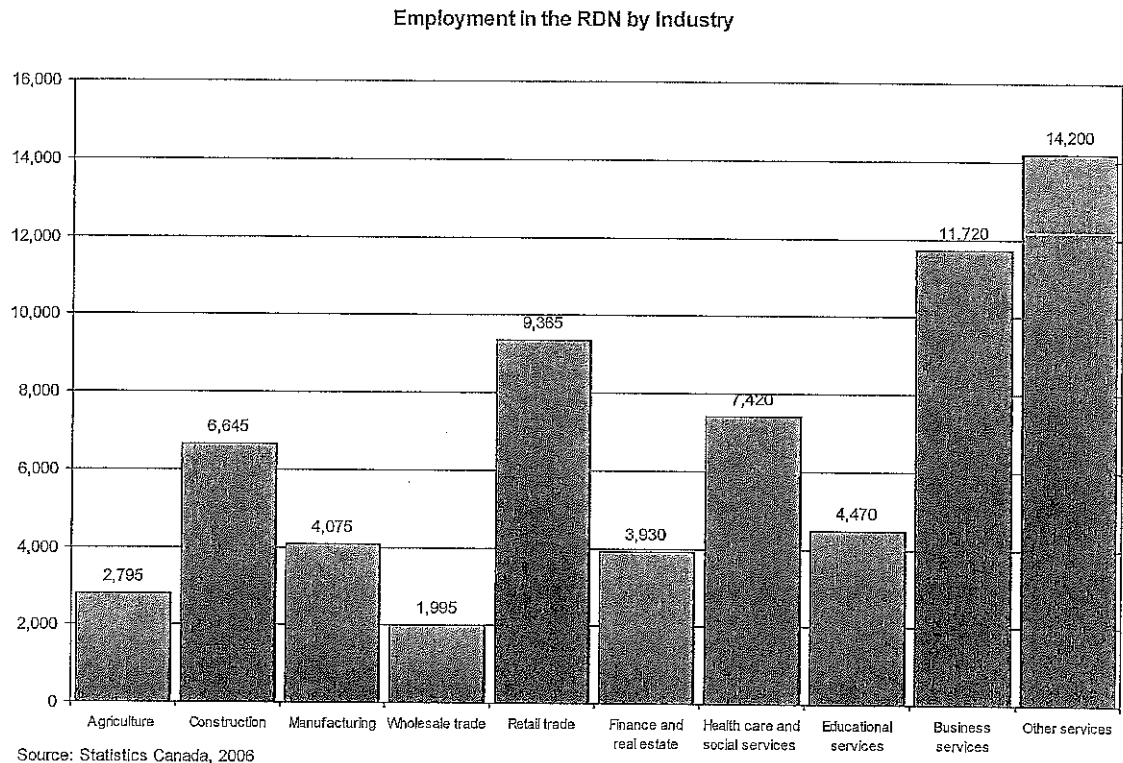
Source: Urban Futures, 2007 and Statistics Canada, 2006

## 2.4 Economic Trends

Similar to national trends, the nature of the regional economy is shifting from natural resources and processing to sales and services. This is related to both external influences, such as the market for raw resources, and the changing composition of the population. The population profile report for the region, "Population and Housing Change in the Nanaimo Region, 2006 to 2036" prepared by Urban Futures concluded that the greatest growth will be in the population cohort over 55 years. This cohort will grow in both absolute and relative terms - leading to a reduced labour supply at the same time that more demands will be placed on social and health care services. This trend is one that is being faced across the country and may be experienced to a greater degree in the RDN because of the attraction of the area for retirees.



**Figure 5: RDN Employment by Industry**



## 3.0 VISION AND SUSTAINABILITY PRINCIPLES

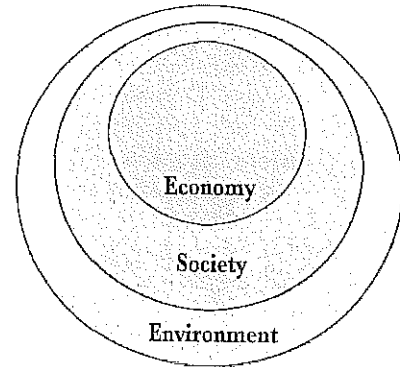
Moving quickly towards a more sustainable pattern of human activity is likely the most challenging and urgent problem of our time. In many cases, the scale, speed, and scope of human impacts has reduced the assimilative and regenerative capacities of natural systems. Greater care is needed in all levels of decision-making – individual, community, regional, provincial, national and international. Having a regional forum, such as the Regional District of Nanaimo (RDN), in which to develop potential solutions is an enormous benefit and creates opportunities to address issues that cut across local boundaries in innovative ways.

The Regional Growth Strategy (RGS) is based on the belief that all decision-making and actions undertaken by the RDN must be founded on sustainability principles. Fundamentally, sustainability means that the interrelationships between the environment, society and economic activity are recognized, understood and respected. It is based on the understanding that the ecosystem includes humankind as well as all other living beings and natural systems. Further, the social and economic life of human communities must be based upon a deep respect for the environment that is reflected in actions and decisions that enhance the vitality of the environment and reduce or eliminate harm because the well-being of our communities is directly reliant upon a healthy and vital environment. The truth of this situation is becoming clearer everyday as, for example, the consequences of global climate change impact natural and human systems in new and challenging ways.

### 3.1 Vision

The region will be recognized for an outstanding quality of urban and rural life that is grounded in a strong commitment to protecting the natural environment and minimizing harm to life-sustaining ecological systems. Working in partnership with interested organizations, the RDN and its member municipalities are committed to achieving:

- High standards of environmental protection that preserve habitat, enhance ecological diversity, and maintain air and water quality;



'...sustainability recognizes that our economy exists, within society, that society exists within the environment, and that the environment surrounds and supports society.'  
*State of Sustainability Report (2006)*

- Enhanced food security in the region;
- Urban development that is contained and distinct in form and character from rural development;
- Complete, compact communities designed to provide housing that meets the needs of all households, and that provide excellent access to nearby workplaces, goods and services, learning institutions, recreation opportunities, and natural areas;
- Expansion and enhancement of mobility options that reduce automobile dependency;
- A strong and resilient economy based on agriculture, natural resource assets, tourism, and information age industries and services, such as health and education; and
- Efficient, state-of-the-art servicing, infrastructure and resource utilization.

### 3.2 Sustainability Principles

The goals and policies of this RGS are grounded in sustainability principles. These principles weave through all of the goals and policies to create a framework intended to guide decision-making regarding the future life of the region – resulting in actions and decisions that are mutually-supportive and that as a whole will move the region towards a more sustainable way of life.

The RGS is based on the following sustainability principles:

- Decisions and actions have regard for local and global consequences;
- The interconnectedness and interdependence of natural and human systems are recognized and respected;
- The healthy functioning of ecological systems is nurtured;
- The qualities of place that create pride and a sense of community are nurtured;
- Efficiency, including the concept of zero-waste, is optimized;
- Equity amongst all citizens and across generations, including future generations is ensured;
- Decision-making processes are based on participation, collaboration and co-operation with citizens, other authorities and organizations; and
- We are accountable for our decisions and actions.

### 4.0 GOALS AND POLICIES

The Regional Growth Strategy (RGS) is based upon 11 goals and related policies that will help guide the growth of the region toward the desired future established in the vision statement.

The policies combined with maps establishing the location of the Growth Containment Boundary (GCB) and land use designations provide a program of action for the RDN, member municipalities and other interested parties to achieve the desired future for the region.

The numbering of goals and policies is simply for organization of the document and as such, does not indicate any particular priority or ranking.

#### 4.1 Goals

1. **Prepare for Climate Change and Reduce Energy Consumption** – Reduce GHG emissions and energy consumption and promote adaptive measures to prepare for climate change impacts.
2. **Protect the Environment** – Protect and enhance the environment and avoid ecological damage related to human activity.
3. **Coordinate Land Use and Mobility** – Ensure land use patterns and mobility networks are mutually supportive and work together to reduce automobile dependency and provide for efficient goods movement.
4. **Concentrate Housing and Jobs in Rural Village and Urban Growth Centres** – Establish distinctive activity centres and corridors within growth containment boundaries that provide ready access to places to live, work, play and learn.
5. **Enhance Rural Integrity** – Protect and strengthen the region's rural economy and lifestyle.
6. **Facilitate the Provision of Affordable Housing** – Support and facilitate the provision of appropriate, adequate, attainable, affordable and adaptable housing.
7. **Enhance Economic Resiliency** – Support strategic economic development and link commercial and industrial strategies to the land use and rural and environmental protection priorities of the region.
8. **Enhance Food Security** – Protect and enhance the capacity of the region to produce and process food.
9. **Celebrate Pride of Place** – Celebrate the unique natural beauty, culture, history, and arts of the region.
10. **Provide Services Efficiently** – Provide efficient, cost-effective services and infrastructure.
11. **Enhance Cooperation Among Jurisdictions** – Facilitate an understanding of and commitment to the goals of growth management among all levels of government, the public, and key private and voluntary sector partners.

## 4.2 Policies

The policies in this strategy are mutually supportive and work together to ensure that growth can be accommodated in a manner that enhances the sustainability of the region's natural, social and economic systems.

**Goal 1 – Prepare for Climate Change and Reduce Energy Consumption –** Reduce GHG emissions and energy consumption and promote adaptive measures to prepare for climate change impacts.

Bill 27, enacted by the Province of British Columbia in 2008, requires a Regional Growth Strategy to address how the RDN will provide direction and take action to reduce GHG emissions across the region. The Province has also set a target to reduce GHG emissions to 33% below 2007 levels by 2020 and 80% by 2050. The amount of GHG emitted is influenced by many factors. The RDN and member municipalities can directly and indirectly influence the level of emissions generated due to land use patterns, housing form, transportation systems, construction standards, and landfill operations. The RDN and member municipalities can also be instrumental in:

- Recognizing the role sustainable forestry practices play in offsetting GHG emissions by storing carbon;
- Helping to slow global warming and supporting adaptation to the impacts of climate change by protecting the health of ecosystems (see Section 4.2.2 Environmental Protection); and
- Promoting and supporting the use of renewable energy and district energy systems.

Energy consumption is strongly influenced by regional land use patterns, density and mobility choices. Subdivision design, site planning, building design, and construction technologies are also significant factors in the amount of energy consumed. Reducing energy consumption means building compact, complete communities that are not auto-dependent, increasing the number of multi-unit dwellings, supporting (near) net-zero building design and construction, and supporting the use of renewable energy and district energy systems.

The RDN is in the process of preparing a Community Energy & Emissions Plan that will provide a framework for reducing energy consumption and GHG emissions in the region and establish specific targets for the reduction of emissions in specific

*Climate change scenarios indicate that when faced with stresses, intact ecosystems are the most resilient. Carbon sequestration research tells us that these ecosystems are already the best tool in our kit when dealing with climate change. Maintaining the integrity of these ecosystems – through investment in conservation and rehabilitation – is vital for human [Quality of Life].*

*(www.communityintransition.org)*

areas - for example, building construction, transportation, and energy sources. Strategies for overcoming barriers to building 'green' will also be developed. This plan will provide specific policies, tools and targets that will help implement the objectives of the RGS.

It is also important to plan for adaptation to the potential impacts of climate change. In particular, the RGS includes policies that address the need to adapt to potential sea level rise, water deficits, flooding, wildfires and other hazards.

## Policies

The RDN and member municipalities agree to:

- 1.1 Contribute to the provincial goal of reducing GHG emissions to 33% below 2007 levels by 2020 and 80% by 2050 and reduce overall energy consumption in the region. Key strategies will be included in the Community Energy & Emissions Plan.
- 1.2 Encourage, wherever possible, land use patterns and transportation systems that will improve lifestyle and behaviour choices based on sustainability principles. Key strategies include:
  - Locating most housing, jobs, goods and services, and amenities in compact, complete rural villages and urban areas that are accessible without the need to drive;
  - Encouraging greater housing diversity within Growth Containment Boundaries;
  - Conserving lands located outside of Growth Containment Boundaries primarily for:
    - agricultural, forestry and other primary economic activities;
    - recreation and environmental protection purposes.
  - Encouraging water-efficient, energy-efficient, and more sustainable subdivision and development;
- 1.3 Support adaptation and emergency planning measures to mitigate the potential impacts of climate change such as sea level rise, water deficits, flooding, wildfires, etc.
- 1.4 Ensure land use planning encourages the development of healthy, compact and walkable communities that promote safety through environmental design and smart growth principles, natural hazards protection and FireSmart principles, and provisions for seniors and handicapped accessibility. This will be pursued in the review and updating of Official Community Plans.
- 1.5 Work in partnership with the forestry industry, appropriate provincial and federal government agencies, and non-profit organizations to investigate ways to recognize and support the role forest lands and urban forests play in:
  - storing carbon;
  - protecting watersheds; and,
  - supporting healthy ecosystems.

## Regional District of Nanaimo

- 1.6 Continue to collect GHG emissions related to landfill operations and continue efforts to convert emissions into energy.
- 1.7 Support and promote the development of local, renewable and clean, energy and transmission systems.
- 1.8 Consider the use of fuel-efficient vehicle fleets or alternative modes of transportation in local government operations.
- 1.9 Encourage the use of fuel-efficient vehicle fleets or alternative modes of transportation throughout the Region through effective and efficient transportation and land use policies.

**Goal 2 - Protect the Environment** – Protect and enhance the environment and minimize ecological damage related to growth and development.

The Regional District of Nanaimo lies within the Georgia Strait-Puget Sound Basin – one of the most ecologically diverse bioregions in the world. This includes a variety of interconnected habitats ranging from marine, coastal, rivers, streams, lakes, wetlands, and estuaries, to fertile forests and mountainous sub-alpine ecosystems – that support an abundance of terrestrial, aquatic and marine life (Map 1). A significant portion of the RDN lies within the Coastal Douglas Fir zone – one of the rarest ecosystem complexes in BC. The important values of this endangered ecosystem resulted in over a third of the RDN being designated as the Mount Arrowsmith Biosphere Reserve.

The rich diversity and health of the region is threatened by a combination of human activities that result in pollution and fragmentation of habitats and water sources.

The following policies set out a broad framework for coordinating efforts across the region to protect, restore and enhance ecosystems that provide ecological functions and resources that are essential to the long-term sustainability of our region.

*'Healthy riparian zones can effectively store carbon dioxide, put water vapour back in the air, and help slow global warming.'* Living Water Smart

GHG

### Policies

The RDN and member municipalities agree to:

### Water

- 2.1 Work in collaboration with property owners, developers, businesses and appropriate provincial and federal agencies to protect the life-supporting qualities of both fresh (surface and ground) and seawater from degradation and depletion. Key strategies include:
  - Protecting the function of watersheds including capacity of groundwater to recharge;

## Regional District of Nanaimo

- Protecting the quality and quantity of groundwater and surface water resources;
  - Undertaking watershed-based planning which is integrated with the protection of environmentally sensitive areas, including wildlife corridors;
  - Participation in Source Water Protection projects that protect sources of drinking water on a watershed basis;
  - Promoting best management practices in water conservation, surface water/groundwater management and ecosystem protection;
  - Considering supply and sustainability of water resources in land and resource use decisions;
  - Education and awareness programs;
  - Preventing soil erosion;
  - Participating in integrated rainwater management projects that treat rainwater as a resource;
  - Preventing contamination and pollution from entering water systems;
  - Preventing development adjacent to water bodies from causing inappropriate interference with water flows and ecosystem habitats;
  - Monitoring water quality and quantity; and
  - Restoring damaged ecosystems.
- 2.2 Protect streams and streamside areas in accordance with applicable provincial and federal legislation.
- 2.3 Advocate for provincial and federal government support that assists local governments in developing and implementing measures that protect streams and streamside areas.
- 2.4 Advocate for provincial and federal government support that assists local government in developing and implementing measures that result in a reduction of pollution from all sources entering the ocean.

### Air

- 2.5 Promote measures to maintain good air quality in the region. Key strategies include:
- Increasing opportunities for walking, cycling, and taking transit;
  - Reducing the need for automobile travel;
  - Supporting and promoting the use, generation and transmission of clean, renewable energy;
  - Encouraging the Province to provide regular reports about air quality;
  - Undertaking other initiatives that improve air quality.



*Ideas for local initiatives that improve air quality:*

- Promote efficient wood-burning fireplaces;
- Restrict backyard burning.

## Land

- 2.6 Protect open spaces that are representative of the region's ecosystems. These spaces reflect the region's character, and form systems of interconnected areas and natural corridors capable of sustaining native plant and animal communities.
- 2.7 Recognize the importance of conservation areas and parks together with related planning initiatives, in protecting the long term sustainability of the region's ecosystems including core areas of the Mount Arrowsmith Biosphere Reserve (MABR).
- 2.8 Conserve and enhance biodiversity and ecological services through the protection of ecologically important features and corridors including floodplains, shorelines, intertidal areas, stream systems, aquifers, and urban forests.

## Coastal Zone

- 2.9 Preserve and protect remaining natural segments of the coastal zone by promoting greater public awareness of the importance and sensitivity of coastal areas, wildlife and coastal processes (e.g. geological, environmental and biological).
- 2.10 Minimize impacts of development in coastal zones by ensuring use of low impact development.

## Environmentally Sensitive Areas (ESAs)

- 2.11 Prepare a complete bio-inventory of regionally significant environmentally sensitive areas (ESAs), species at-risk, and the natural biodiversity of the region.
- 2.12 Encourage the provincial and federal governments to conduct or financially support field checking and updating of ESA information, data entry and collection methods, and to make their databases available and affordable.
- 2.13 Consider the ecological structure and function of the land base in land and resource use decisions and require an environmental review for projects with the potential to negatively affect ESAs, the coastal zone or environmental quality.
- 2.14 Adopt Official Community Plans and Parks Plans that include strategies and policies to protect and conserve ESAs. Strategies and policies could include:
  - prioritizing lands that should be protected;

- identifying mechanisms to protect lands;
- protecting connectivity corridors to ensure that movement of wildlife between critical habitat areas is protected;
- establishing appropriate buffers between ESAs and development;
- establishing criteria for identifying areas that should be publicly accessible and methods by which public access can be provided;
- protecting riparian areas from run-off from farms, industrial areas, residential areas and other forms of land use and development;
- establishing education and awareness programs regarding the significance of ESAs to the health and vitality of the region; and
- establishing Development Permit Areas to protect groundwater aquifers and environmentally sensitive areas from the impacts of development.

- 2.15 Discourage development from locating in areas that are at high risk to potential natural hazards such as soil erosion, sea level rise, and flooding.
- 2.16 Work in collaboration with appropriate provincial and federal government agencies and property owners to ensure that appropriate safeguards are in place to protect property and life from potential natural hazards including flooding, slope instability, soil erosion, wildfires and sea level rise.
- 2.17 Continue to improve coordination in environmental protection and management in the region.

**Goal 3 – Coordinate land use and mobility** – Ensure land use patterns and mobility networks are mutually supportive and work together to reduce automobile dependency and provide for efficient goods movement.

Land use patterns and mobility networks have many significant impacts on the environment, the economy and quality of life. For example, dispersed settlement patterns and low-density rural and urban areas that are auto-dependent contribute to air pollution, create traffic congestion, require additional driving time, contribute to reduced levels of physical activity, and limit access to goods, services and amenities for those who do not have access to a car. Creating more practical options for people to live, work, play, learn and shop in places that can be easily accessed without the need to drive requires the close coordination of land use and mobility network decisions. Convenient, frequent and cost-effective transit service is only possible when development is concentrated within a network of mixed-use activity centres located strategically throughout the region. Walking and cycling can be promoted within each centre when the built form, public realm and transportation infrastructure are designed with the needs of pedestrians and cyclists in mind (Map 2).

The RDN serves as a transshipment hub for Vancouver Island and a regional gateway for tourism. Locating businesses and industries where they can take best advantage of the economic opportunities offered by the numerous transportation facilities and services in the region – deep water harbours, seaports and ferry terminals, railway, airport and highways – and services – ferries, transit, and rail – should be a key consideration in land use decisions.

Responsibility for land use decisions lies with local authorities while the design of transportation facilities and the provision of ferry and transit service rests with a number of local, regional, provincial and federal government authorities. Better coordination between and amongst these various authorities regarding land use and mobility network decisions is crucial in order to ensure that wise choices are made to support a more sustainable region.

### Policies

The RDN and member municipalities agree to:

- 3.1 Work together and partner with the appropriate provincial and federal authorities to prepare a mobility strategy that will contribute to achieving the goals and policies of the RGS.
- 3.2 Work together and partner with the appropriate provincial and federal authorities to collect and analyze transportation data that will allow for traffic modeling and monitoring of transportation-related GHG emissions.

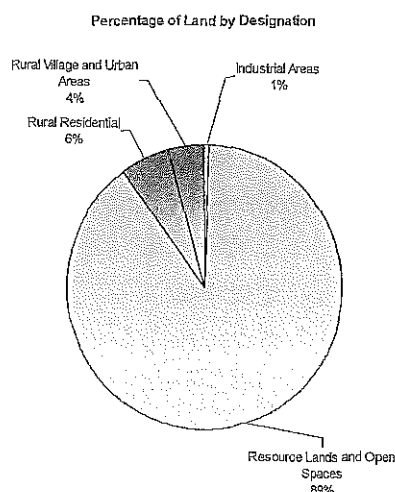
#### *Major Regional Transportation Facilities*

- Highways 19, 19A, 4 & 4A,
- Duke Point Harbour and ferry terminal,
- Nanaimo Harbour and Departure Bay ferry terminal,
- French Creek Harbour, Deep Bay Harbour,
- Nanaimo Airport, Qualicum Beach Airport,
- E&N Railway.

- 3.3 Organize development in a network of distinctive growth centres that provide ready access to places to live, work, play and learn according to the following:
  - Regional urban centre – City of Nanaimo;
  - Urban centres – City of Parksville, Town of Qualicum Beach and District of Lantzville;
  - Rural village centres – mixed-use centres located in electoral areas including Bellevue/Church Rd., Bowser, Cassidy, Cedar, Coombs, Dunsmuir, Errington, Extension, Fairwinds, French Creek, Hilliers, Qualicum Bay, Qualicum River Estates, and Red Gap. (See Section 4.2 Policies 4.10-4.11).
- 3.4 Give consideration to industrial development in locations that:
  - Facilitate efficient movement of goods;

## Regional District of Nanaimo

- Are located within GCBs or Industrial Areas;
- Minimize environmental impacts (e.g. upon aquifers and other Environmentally Sensitive Areas);
- Have potential as a multi-modal hub and/or distribution centre;
- Have access to heavy rail;
- Have appropriate site conditions (e.g. level site); and
- Will have minimal impact on the quality of life in residential areas.



Source: Shellair Group, 2007

- 3.5 Reduce the need for automobile travel and increase opportunities to walk, cycle or take transit. Key strategies include:
- Adopting official community plans and zoning bylaws that support the development of places to live, work, learn, play, shop and access services within a walkable area and located in designated mixed-use centres inside Growth Containment Boundaries;
  - Directing the location of commercial land uses to mixed-use centres that are well-served by transit;
  - Reviewing engineering, building and development standards in order to identify ways to reduce the area of land required for roads and parking, provide the infrastructure necessary to encourage and support walking, cycling and transit, and to accommodate vehicular traffic in a manner appropriate to the land use and mobility objectives of the specific area;
  - Informing the public about alternatives to automobile travel and the potential environmental, economic and social benefits of these alternatives;
  - Exploring other methods of reducing the need for automobile travel.
- 3.6 Increase the efficiency of automobile use and reduce GHG emissions by:
- Promoting car-pooling and car-sharing;
  - Promoting Transportation Demand Management strategies;
  - Supporting the use of alternate-fueled vehicles (e.g. electric vehicles).
- 3.7 Adopt Official Community Plan policies that recognize the importance of the E&N Rail corridor as a strategic transportation facility and right-of-way and ensure its protection as a transportation corridor for the long-term.
- 3.8 Recognize the importance of major seaports, commercial harbours, and airports as significant economic assets in the region and, where relevant, adopt Official Community Plan policies that ensure their long-term viability as industrial and commercial activity areas.

**Goal - 4 - Concentrate housing and jobs in growth centres** – Establish distinctive activity centres that provide ready access to places to live, work, play and learn.

Containing growth within well-defined activity centres is one of the most significant ways the RDN can become more sustainable. Areas intended to accommodate most of the growth attracted to the region will be inside Growth Containment Boundaries (GCBs) within rural village centres (electoral areas) and municipal urban centres primarily located near major highway corridors that form the 'backbone' of the region. Approximately 70% of the region's population currently lives within a GCB. In order to achieve goals related to greater sustainability and reduction of GHG emissions, a greater proportion of growth needs to be located inside GCBs and especially within mixed-use centres that can provide lifestyle choices that allow individual households and businesses to reduce their impact on the environment.

Concentrating growth in cities, towns and rural villages generates numerous benefits:

- More efficient provision of services, such as transit, water, wastewater, and solid waste disposal;
- More efficient use of schools, libraries, and recreation facilities;
- Enhanced feasibility of district energy systems, especially in higher density mixed-use neighbourhoods; and
- Reduced consumption of land for development resulting in fewer impacts on environmentally sensitive areas and water sources.

How communities are designed reflects social equity and fairness values. Community design that promotes walking, cycling and transit use, creates safe places to live, and fosters active social life enhances access to jobs, goods, services and amenities for an aging population, those who are differently-abled and/or who have low incomes. Promoting the provision of adaptable, accessible, affordable, and attainable housing is another important way social equity and fairness can be enhanced.

The Regional Growth Strategy continues to recognize all of the areas that were identified in the previous Regional Growth Strategy as Rural Village Centres. However, questions have been raised about the ability of some of these areas to accommodate growth because of the significant costs associated with providing community sewer and water services. A region-wide study is needed to identify those centres which have the most potential to evolve into complete, compact communities that warrant the investment required to serve them with community water and wastewater facilities and public transit.

*'Growth Containment Boundaries' were formerly referred to as 'Urban Containment Boundaries' in the 2003 RGS*

## Regional District of Nanaimo

Existing village centres that are determined to be less feasible as potential rural growth centres could be recognized as local service centres. These smaller scale service centres would provide a limited range of goods and services intended to meet the needs of the surrounding rural community. OCP policies could make provision for limited additional small-scale development in areas designated as local service centres, provided the proposed development is appropriate to the needs of the local community, contributes to the rural character of the area and can be adequately and safely served with on-site water and wastewater facilities.

### Policies

The RDN and member municipalities agree to/that:

### Growth Containment Boundaries

- 4.1 Designate Growth Containment Boundaries consistent with the Regional Growth Strategy in their Official Community Plans for the purpose of defining Urban Centres and Rural Village Centres. In cases where the two containment boundaries are not consistent, the municipality will ensure that its' Official Community Plan:
  - Recognizes the GCB as shown in the RGS;
  - Identifies an Urban Containment Boundary (UCB) that clearly defines its urban area; and,
  - Addresses the difference between the two containment boundaries in the Regional Context Statement.
- 4.2 Except for minor amendments, review and if necessary, amend Growth Containment Boundaries (GCBs) only every five years in conjunction with a review of the Regional Growth Strategy, or at an interval specified in an official community plan. The RDN and member municipalities agree that all potential GCB changes should be considered according to the process and criteria set out in Section 1.5 of this plan.
- 4.3 Proposed expansion of Growth Containment Boundaries (GCBs) should be supported by:
  - a land inventory demand and supply analysis that assesses the need for additional land to be included within the GCB and the impact the proposed expansion would have on the development of land inside GCBs located elsewhere in the region;
  - a land use concept plan;
  - an environmental impact assessment that identifies environmentally sensitive areas;
  - a surface water or hydro-geological study that assesses the availability and quality of water to service the proposed development with a community water system, and the potential impacts of development on watershed function, including recharge capacities and surface runoff, as well as, on long term water supply to existing development and undeveloped lands located within GCBs;

- a study that identifies how wastewater disposal will be addressed and what the impacts will be on the capacities of existing treatment facilities;
- An evaluation of the impacts on community vulnerability to disasters and impacts upon the provision of emergency services;
- an inventory of aggregate deposits within the proposed boundaries of the GCB;
- a transportation study that identifies:
  - existing road traffic conditions;
  - downstream impacts of additional traffic resulting from the proposed development;
  - demand for transit service.

#### **Housing Diversity**

- 4.4 A broad range of housing types and unit sizes should be encouraged within GCBs. Special consideration should be given to the housing needs of an aging population, those who are differently-abled, and those with moderate or low incomes.

#### **Mixed-Use Centres**

- 4.5 Mixed-use centres shall only be located within GCBs and locations for mixed-use centres should be designated in OCPs.
- 4.6 Mixed-use centres designated in OCPs should be planned and designed as pedestrian-oriented and transit-supportive, compact, complete neighbourhoods that are compatible in character with their rural village or urban context.

#### **Urban Centres**

- 4.7 Areas designated as Urban Area on Map 4 are to be fully serviced with community water and sewer systems, (consistent with servicing areas identified in official community plans) and contain the broadest range of urban land uses and densities.
- 4.8 Urban centres comprise the primary locations for accommodation of growth and development in the region and are only located within the GCBs of a municipality.
- 4.9 Urban centres include one or more mixed-use centres and are intended to be complete, compact communities with places to live, work, learn, play, shop, and access services.
- 4.10 Nanaimo, as the Regional Urban Centre, is identified as the major urban centre in the region given its larger scale, complexity, function and urban lifestyle, as distinct from the other Urban Centres, as well as the rural areas of the region.

#### **Rural Village Centres**

- 4.11 Undertake a region-wide study to review the designation of Rural Village Centres (RVCs) in order to identify those locations that have the most

potential for evolving into mixed-use centres. In addition to the provisions of Policy 4.6, RVCs should be able to:

- attract and support local commercial development;
- attract and support local community services and amenities (e.g. schools, community centres, libraries, etc.);
- support regular transit service; and,
- demonstrate how their development will contribute to the goals of the RGS.

All Regional District members will be invited to provide input on the Terms of Reference for the study.

- 4.12 Existing Rural Village Centres that are considered to have limited potential to evolve into mixed-use centres (as a result of the region-wide study set out in Policy 4.11) may be recognized as 'local service centres'. OCPs may make provision to accommodate small-scale development in these locations provided that it is:

- intended to serve the needs of the local population;
- will not directly compete with services and retail development that have a broader customer base;
- is in keeping with the rural character of the area;
- can be serviced with adequate, long-term, on-site water and wastewater treatment facilities without harming the environment or degrading water sources.

**Goal 5 – Enhance Rural Integrity** – Protect and strengthen the region's rural economy and lifestyle.

Most of the region is comprised of lands intended for agricultural, shellfish aquaculture, forestry and other primary industries and activities conducted in a rural environment (Map 5). A key focus of this strategy is to protect the long-term viability of these industries. Complementary uses that are also located in rural areas include rural residential, parks, open space, environmental protection and recreation. New residential development that is not associated with natural resource based economic activities, such as farming and shellfish aquaculture, needs to be carefully considered in order to reduce potential land use conflicts. Note that issues and policies regarding agricultural lands are also addressed by policies for Goal 8 Food Security.

Rural areas are characterized by large parcel sizes, on-site servicing, limited transportation infrastructure and a limited range of community services (e.g. fire protection). Typically, rural residents travel to urban communities to gain access to a broad range of goods and services though a limited range of goods and services may be offered at a nearby rural village centre.

One of the challenges the region faces in becoming more sustainable is the large number of rural residential lots that have the potential to subdivide and create new



housing located in areas that require residents to depend upon private automobiles to meet their daily needs for basic services, amenities and facilities (e.g. schools, grocery stores, employment opportunities, medical services). Traditional patterns of rural residential development are typically not consistent with effective growth management policies guided by sustainability principles. Achieving more sustainable development patterns requires a concerted effort to focus more of the region's growth inside GCBs. Increasing the proportion of growth within GCBs has proven to be very difficult while abundant low-density residential development opportunities still exist in rural areas.

Promoting alternative approaches to subdivision and development, such as conservation design, clustering or density transfer, for lands already zoned for rural residential development, can reduce some ecological impacts and land use conflicts. For example, appropriate siting of housing can reduce fragmentation of ecological systems and land use conflicts can be reduced with the provision of buffer zones between incompatible land uses (e.g. rural residential and agriculture, forestry, shellfish aquaculture, and aggregate mining).

Finally, changing economic conditions gives rise to the need to pay particular attention to the long-term viability of the forestry industry. This will require a collaborative effort with the industry, First Nations and the Province to ensure that potential land use issues can be addressed in a manner that protects the long-term value of the lands for forestry, ecological conservation, recreation, greenspace, and other compatible uses.

### Policies

The RDN and member municipalities agree to/that:

- 5.1 Land intended for rural forms of land use and development on large land holdings are designated on Map 4 in one of the following categories:
  - Resource Lands and Open Space; or
  - Rural Residential.
- 5.2 The minimum parcel size of lands designated Resource Lands and Open Space or Rural Residential, will not be decreased below the minimum size established in the relevant official community plan in place at the time of adoption of this RGS.
- 5.3 A change of designation from Resource Lands and Open Space to Rural Residential is not supported.

### Resource Lands and Open Space

- 5.4 Lands designated as Resource Lands and Open Space are primarily intended to accommodate agricultural activities, forestry, aggregate mining and other primary industries, and for recreational and/or environmental protection purposes.
- 5.5 Encourage land uses that complement agricultural, forestry, primary uses and recreation provided such uses enhance the economic viability of the primary uses and/or contribute to the protection of environmentally sensitive lands. Such uses may include, but are not limited to, nature-based tourism

activities and development, small-scale food processing industries and value-added wood product industries.

### Forestry

- 5.6 Work collaboratively with the forestry industry, First Nations, the Province and other stakeholders to identify ways to protect the land base to ensure the long-term viability of forest management activities.

### Aggregate Resources

- 5.7 Seek an agreement with the Province regarding where aggregate resource development should take place.
- 5.8 Small and large scale aggregate resource development will only be supported on land designated by the RGS as Resource Lands and Open Spaces and when it is designed to minimize impacts on watercourses, sensitive ecosystems, and adjacent land uses.
- 5.9 Reclamation plans should be in accordance with provincial requirements and should restore natural ecosystems, wildlife habitat, and watercourses.
- 5.10 Small-scale aggregate removal will only be permitted on lands designated as Rural Residential, Rural Village Area, or Urban Area where the removal is part of an approved land use development (i.e. building or structure).

### Rural Residential

- 5.11 Lands designated as Rural Residential are intended to accommodate residential development on larger parcels of land that may or may not be serviced with community water and sewer systems.
- 5.12 Official Community Plans should include provisions that prevent the designation of additional Rural Residential lands.
- 5.13 Notwithstanding policy 5.2, in order to limit sprawl, reduce fragmentation of ecological systems and encourage more sustainable forms of subdivision on lands already zoned for rural residential use, an OCP may make provision to allow for smaller minimum parcel sizes outside the Growth Containment Boundary in the RGS Rural Residential Land Use Designation provided there is no increase in the overall density or the potential number of new lots, and provided that the new parcels can be served with potable water and wastewater disposal systems in a manner that does not degrade the environment or water sources. Potential options may include rezoning of land, clustered development, and/or density transfers. OCP policies that provide opportunities for alternative forms of rural residential development shall require the conservation of residual lands in perpetuity for agricultural, forestry, environmental or ecological purposes, or other public good purpose. Options for alternative forms of development shall be consistent with the sustainability principles and growth management policies of this RGS.

### Rural-Urban Interface

- 5.14 In the spirit of neighbourliness, new land use designations that abut a GCB should acknowledge the potential for conflict between rural and urban land

uses. The rules governing development in the new land use designation should ensure that appropriate measures are taken to minimize the potential for negative impacts on existing land uses and development located on the other side of the existing GCB.

**Goal 6 – Facilitate the Provision of Affordable Housing** – Support and facilitate the provision of appropriate, adequate, affordable, attainable and adaptable housing.

An adequate supply of suitable, affordable housing is integral to individual and community well-being. It directly impacts personal health and the economic health of a community or region. A region-wide housing needs study prepared in 2009 confirms that there is an insufficient supply of affordable housing throughout the region.

Solutions to address the shortfall in the supply of affordable housing require an integrated and collaborative approach and should build upon the results and direction of the 2009 regional housing needs study, the RDN's 2010 Housing Action Plan, the City of Nanaimo's 2008 Response to Homelessness Action Plan, as well as the initiatives of the City of Nanaimo's working Group on Homelessness and the Oceanside Task Force on Homelessness.

The participation of all levels of government, housing support agencies, member municipalities and the RDN, and local community and business groups is required to create a seamless network of housing options tailored to meet the unique needs of people living in the region.

## Policies

The RDN and member municipalities agree to:

- 6.1 Prepare a strategy to increase the range of affordable housing options in the region for seniors, youth, those with special needs, those with moderate or low incomes, and the homeless.
- 6.2 Adopt official community plans and zoning bylaws that increase the range of housing options available, especially in mixed-use centres that are well served with transit.
- 6.3 Adopt official community plan policies and zoning bylaws that make provision for incentives to build affordable housing units and encourage adaptable housing design.
- 6.4 Explore opportunities to retrofit existing housing stock to reduce GHG emissions, improve energy efficiency, and enhance affordability.

**Goal 7 – Enhance Economic Resiliency** – Support strategic economic development and link commercial and industrial strategies to the land use and rural and environmental protection priorities of the region.

There are currently three major dynamics at play that influence the economic well-being of the region:

## Regional District of Nanaimo

- Growth in the service sector, especially health, education and retail, which is largely due to tourism and the in-migration of pre-retirees and retirees. Both of these economic drivers are very sensitive to quality of life factors and the physical attractiveness of the region.
- Significant challenges facing the natural resource sector – especially forestry and commercial fin fishery.
- Labour force shortages primarily due to an aging population and cost of living for low and moderate-income workers. Major contributors to the high cost of living are the cost of housing and the necessity to operate a car.

Looking to the future, the region should take full advantage of the benefits of the beauty of its natural setting and its industrious workforce to position itself as a centre of innovation for the 21<sup>st</sup> century. Key areas for potential future economic growth could include:

- Food processing;
- Eco-tourism;
- Eco-industry;
- Renewable energy production; and
- Carbon management.

In addition, the region should continue to:

- Support growth in the shellfish aquaculture, agricultural and forestry sectors in a manner that is consistent with the environmental goals of the RGS;
- Recognize the significant economic benefits arising from aggregate mining and processing; and
- Support growth in the service sectors - especially health, social services, education, and technology.

To better position the region on a competitive basis, an economic development strategy should be prepared. The strategy should be supplemented with comprehensive industrial and commercial land demand and supply studies and forecasts. These studies would also provide valuable information that will help better coordinate land use and mobility decisions.

### Policies

The RDN and member municipalities agree to:

- 7.1 Coordinate economic development initiatives in the region. The RDN and member municipalities agree to work as partners and individually on strategic economic development related projects, including the preparation of an economic development strategy.
- 7.2 Support and encourage types of economic development that can help make the economy more vibrant and sustainable. To this end, the RDN and member municipalities agree to work as partners and individually to:

## Regional District of Nanaimo

- update and provide information about economic development opportunities in the region;
  - market the region as an attractive, business-friendly location for new businesses and industries;
  - identify opportunities to diversify the economy;
  - ensure that sufficient land is available in appropriate locations for desirable economic development activity;
  - develop plans and agreements with the appropriate authorities to improve infrastructure and access to the region (e.g. communication networks, airports, ferries, servicing, ports) for the purpose of attracting desirable economic development;
  - streamline regulatory and approval processes.
- 7.3 Protect the land and coastal waters that support the capacity of the region to generate agricultural, shellfish aquaculture, and other primary economic activities from the impacts of urban and sub-urban growth and development.
- 7.4 Adopt official community plans and zoning bylaws that include provisions to encourage and support a broad range of industrial, commercial and institutional development in appropriate locations.
- 7.5 Recognize the value of appropriate investment in public infrastructure and facilities in fostering economic growth and development in the region.

**Industrial**

- 7.6 Collaborate in the preparation of a regional industrial land supply strategy and ensure that the region remains competitive in its ability to attract industrial development.
- 7.7 Limit the potential for retail and office commercial development on lands intended for industrial development.
- 7.8 Encourage the development of renewable energy facilities.

**Service Sector**

- 7.9 Collaborate in the preparation of a commercial (retail and office) land strategy to ensure that the supply, location, distribution, form and type of commercial development is consistent with the sustainability and growth management objectives of the RGS and supports the continued vitality of the sector.
- 7.10 Support and promote the development of the region's health and education sectors.

**Tourism**

- 7.11 Enhance the attractiveness of the region for tourism by:
- Supporting the provision of new tourism facilities and developments that attract new tourists and increase length of stay; and

## Regional District of Nanaimo

- Promoting the region as a destination for eco-tourism and sports tourism.
- 7.12 Support small-scale agri-tourism and aqua-tourism activities and development as secondary activities on lands that are actively used for agriculture, aquaculture, and related research and education.

### Aggregate Resources

- 7.13 Recognize the importance of aggregate mining and processing to the region's economy. To this end, the RDN and member municipalities agree to:
- Support the extraction of aggregate resources where significant deposits exist in locations that have minimal impact on environmentally sensitive areas, watercourses, and existing residential communities; and
  - Limit aggregate removal on lands designated for Rural Residential, Rural Village Area, or Urban Area to that required as part of an approved development (i.e. building or structure).

### Agriculture

- 7.14 Recognize the importance of agriculture to the region's economy. To this end, the RDN and member municipalities agree to:
- Support the management of the Agriculture Land Reserve (ALR) by the provincial government;
  - Encourage the provincial government to protect the agricultural land base through the ALR;
  - Support the agricultural use of ALR lands within designated Urban Areas or Rural Village Areas except in instances where urban land uses have already been established at the time of the adoption of this RGS;
  - Recognize that all ALR lands will be subject to the regulations of the Agricultural Land Commission;
  - Support the preparation of a study of agriculture in the region for the purpose of identifying the issues and needs (both immediate and future) of the agricultural sector;
  - Encourage and support value-added agricultural industries; and
  - Enhance opportunities for agricultural activity on lands not in the ALR.

### Shellfish Aquaculture

- 7.15 Recognize the importance of shellfish aquaculture to the region's economy and environment. To this end the RDN and member municipalities agree to:
- Support the management of the Shellfish Aquaculture leases by the provincial and federal governments;
  - Encourage the provincial and federal government to protect the shellfish aquaculture leases from wastewater or industrial runoff contamination;

- Encourage and support value-added shellfish aquaculture industries;

## Forestry

- 7.16 Collaborate with the provincial government and private forestry companies to develop strategies that will enhance the long-term economic stability of the forestry sector by recognizing the role forestry lands play in:
- Supporting the health of ecological systems;
  - Removing GHG emissions from the atmosphere; and
  - Providing recreational opportunities.

## Green Business

- 7.17 Encourage and support the development of green businesses (e.g. businesses that use or produce biodegradable, recyclable, and reusable products and materials) in appropriate locations.
- 7.18 Adopt official community plan policies and zoning bylaws that facilitate and support the development of eco-industrial networks and business parks in appropriate locations.

**Goal 8 - Food Security** - Protect and enhance the capacity of the region to produce and process food.

Most of the food we eat comes from other parts of the world. A study conducted by the Region of Waterloo Public Health in Ontario (M. Xuereb, 2005) found that *'Imports of 58 commonly eaten foods travel an average of 4,497 km to Waterloo Region'*. Although there are currently no regionally specific studies estimating the distance food travels to reach our plates, it is safe to estimate that many of the foods we regularly consume travel on average at least 2,400 km to reach us (a widely quoted figure for North America, based on research conducted in Iowa by R. Pirog, et al 2001).

Despite ongoing debate about the environmental benefits of 'buying local' food versus making dietary changes (C. Weber and H. Scott Matthews, 2008), it is clear that our dependence on imported foods means that our access to food is vulnerable to the effects of weather and political events that may occur thousands of kilometers away. As well, world energy prices play a large role in the cost of food production and distribution. Greater food security means that more food is grown locally and therefore is not as susceptible to events occurring outside the region.

### *The '5 A's' of food security:*

- Available – sufficient supply
- Accessible – efficient distribution
- Adequate – nutritionally adequate and safe
- Acceptable – produced under acceptable conditions (e.g. culturally and ecologically sustainable)
- Agency – tools are in place to improve food security (J. Oswald, 2009)

Local food production generates numerous economic, environmental and social benefits. Agriculture employs almost 3,000 people and generates a flow of income into the region. Local sources of food help reduce the region's carbon footprint by reducing transportation-related GHG emissions. In addition, the nutritional content of locally produced food is often greater than imported food – providing a healthier choice of food for residents. Ensuring the long-term viability of farming and agricultural activity in the region requires a coordinated effort on the part of local, provincial and federal authorities. In addition to the provisions of Policy 5.4, the RDN and member municipalities can undertake a number of actions to support and enhance the viability of food production in the region as set out in the following policies (See Map 5 – Agricultural Lands).

Protecting the agricultural land base is a key requirement for enhancing food security. The Agricultural Land Reserve (ALR) established by the Province in 1973 has largely been effective in reducing the loss of agricultural lands. Since 1974 the percentage of land protected under the ALR in the RDN has decreased approximately 12%, from 10.10% of the total land base to approximately 8.85% ([www.alc.gov.bc.ca/alr/stats](http://www.alc.gov.bc.ca/alr/stats)).

The majority of ALR lands in the RDN are located in rural Electoral Areas, with smaller portions located within the boundaries of municipalities. This RGS recognizes and supports the jurisdiction of the ALC over all ALR lands and strongly supports the retention and use of all ALR lands for agriculture. The RDN will continue to endorse the Agricultural Land Commission's efforts in preserving agricultural lands. Other actions that would enhance food security in the region include:

- Supporting improved access to sustainable water supplies for irrigation;
- Encouraging best water management practices in agriculture;
- Providing drainage infrastructure for flood-prone lands that do not include environmentally sensitive areas;
- Improving infrastructure to provide agricultural services and processing; and improving access to markets.

### Policies

The RDN and member municipalities agree to:

- 8.1 Encourage and support the Agricultural Land Commission in retaining lands within the ALR for agricultural purposes.
- 8.2 Discourage the subdivision of agricultural lands.
- 8.3 Include provisions in their official community plans and zoning bylaws to allow for complementary land uses and activities that support the on-going viability of farming operations.
- 8.4 Establish agriculture as the priority use on land in the ALR.
- 8.5 Minimize the potential impact non-farm land uses may have on farming operations and include policies in their official community plans and zoning bylaws that reduce the opportunity for land use conflicts to occur.



- 8.6 Encourage and support agricultural activity on lands that are not within the ALR. This may include small-scale home-based agricultural businesses.
- 8.7 Recognize the importance of value-added agricultural uses and complementary land use activities for the economic viability of farms. To support complementary farm uses, official community plans should consider:
  - The provision of appropriately located agricultural support services and infrastructure;
  - Reducing impediments to agricultural processing and related land uses;
  - Allowing compatible complementary land use activities (e.g. agri-tourism); and
  - Allowing farmers markets and other outlets that sell local produce to locate in all parts of the community.
- 8.8 Encourage urban agriculture initiatives and support activities and programs that increase awareness of local food production within the region.
- 8.9 Support the appropriate use of water resources for irrigation of agricultural lands.
- 8.10 Support the provision of drainage infrastructure to flood-prone lands that do not lie within environmentally sensitive areas.
- 8.11 Work in collaboration with federal and provincial agencies, adjacent regional districts, and agricultural organizations to improve access to markets for agricultural products.
- 8.12 Support partnerships and collaborate with non-profit groups to enhance the economic viability of farms.
- 8.13 Support farms that produce organic agricultural products and use sustainable farming practices.
- 8.14 Support the production, processing, distribution and sale of locally grown produce (including shellfish).

**Goal 9 - Pride of Place** – Celebrate the unique beauty, culture, history and arts of the region.

The outstanding natural beauty, rich cultural history and thriving arts communities of the Regional District of Nanaimo are the region's greatest assets. Communities in the RDN will work together to express the pride residents feel in their region and actions may include;

- Protection of natural environments;
- Provision of an extensive network of regional and local trails and parks;
- Attention and care of the built environment;
- Promotion of public art;
- Protection of cultural and historical resources; and
- Support for artistic and cultural events.

### Policies

The Regional District of Nanaimo and member municipalities agree to:

- 9.1 Adopt official community plans that include strategies and policies that will:
- Identify and protect important historic and cultural resources and cultural sites; and
  - Enhance natural and man-made amenities that contribute to the unique character of the community and the region.
- 9.2 Adopt official community plans that include strategies and policies that:
- Promote excellence in architectural and urban design; and
  - Promote and support artistic and cultural endeavours.

**Goal 10 - Efficient Services** – Provide efficient, cost-effective services and infrastructure.

The Regional District delivers a variety of services that are common to both the electoral areas and municipalities, such as wastewater treatment, recreation, solid waste disposal and transit. In addition, the RDN provides a range of local services to electoral areas, such as community planning, watershed protection, parks, water, and other utilities. Member municipalities provide similar services within their own jurisdictions.

The provision of community water and wastewater services is one of the most powerful tools the RDN and member municipalities have to direct and manage growth in the region. Areas served with community water and sewer systems are intended to support rural village and urban forms of development at densities that support the efficient use of land and that are capable of funding the long-term maintenance and operating costs of the systems. Provision of community services to future growth areas should be based on long-term land use planning consistent with the goals and objectives of this strategy. The RDN and member municipalities should also ensure that the financial capacity to fund services based on life-cycle costing is in place at the time land use approvals are granted.

Improved coordination of land use planning and service provision is intended to direct growth to designated growth areas inside GCBs. However, there are numerous low-density residential developments existing in rural areas that would benefit from the provision of community wastewater systems due to threats to public health and/or environmental degradation. Provision of services to these areas requires the agreement of local property owners and/or businesses to accept the costs of receiving the service. Safeguards should also be put in place to prevent the future approval of additional development rights in areas that are outside of designated GCBs.

The RDN has a two-pronged approach to reducing GHG emissions related to landfill operations. First, the RDN is investigating alternative technologies such as waste-to-energy for residual disposal. It is anticipated that at least 75% of annual GHG emissions from landfill disposal will be collected and turned into energy by 2028 – the expected lifespan of the facility. Secondly, the Zero Waste program

recovers materials from the residential and commercial waste streams through recycling and composting – resulting in further GHG emissions reduction.

The RDN and member municipalities also have a role to play in reducing energy consumption. For example, energy-efficient subdivision and building design and construction, alternative energy sources, and less reliance on the automobile all contribute to a more efficient use of energy on a region-wide basis.

These combined efforts also increase the capacity of the existing landfill to meet the region's future needs for solid waste disposal.

## Policies

The RDN and member municipalities agree to:

### Water and Wastewater

- 10.1 Prepare a strategy for the provision of community water and wastewater services to lands located inside Growth Containment Boundaries consistent with official community plans.
- 10.2 Not support the provision of new community water and/or sewer services to land designated as Rural Residential or Resource Lands and Open Space. Exceptions may be made in situations where there is a threat to public health or the environment due to the domestic water supply or wastewater management method being used. The RDN and member municipalities will continue to work in partnership with appropriate provincial agencies and the community to develop solutions that address these situations.  
  
The provision of community water and/or wastewater systems may be permitted provided that the:
  - full cost of service provision is paid by property owners; and
  - level of development permitted does not increase beyond the level supported by Policies 5.2 of this Regional Growth Strategy.
- 10.3 Only support new community water and wastewater systems that are publically owned.
- 10.4 Support the provision of services to industrial development outside of the Growth Containment Boundary that may pose a potential threat to environmental and/or public health, at the property owner's expense.
- 10.5 Support more efficient use and conservation of water. Under the RDN's Drinking Water and Watershed Protection Plan, complementary local goals and action items will be established for reducing water use and waste and ensuring a sustainable water resource.
- 10.6 Develop and update, as required, capital plans to meet the servicing needs of the projected population for regional services (i.e. regional parks, solid waste disposal, liquid waste management, water provision, transit, emergency planning). Capital plans will address the infrastructure requirements necessary to accommodate projected population. The RDN will collaborate with the member municipalities and applicable government ministries and agencies in the development and update of these capital

plans. The RDN and member municipalities request that the Province develop and update, as required, capital plans to meet the servicing needs of the projected population for services that are delivered in the region by the Province (e.g. roads, ferries, health care).

- 10.7 Not rezone lands to implement official community plan policies for higher density development until community water and sewer services can be provided to support the intended development.
- 10.8 Support the servicing of urban and rural village centres with wastewater systems that minimize waste and use resources more efficiently. The *Liquid Waste Management Plan* may consider the recovery of energy, water and materials from wastewater that could be used to service public and private facilities.

## Solid Waste Recycling and Processing Facilities

- 10.9 Pursue an approach to solid waste management that focuses on waste reduction, with the ultimate goal of eliminating the need for waste disposal (i.e. a "Zero Waste" approach).
- 10.10 Ensure that all new high density developments are designed to support full recycling that includes food waste collection and materials prohibited from entering the RDN landfill.
- 10.11 Recognize the benefit of integrating solid waste and wastewater disposal streams with private sector initiatives for the recovery of resources, where appropriate. The *Solid Waste Management Plan* may co-locate solid waste facilities with compatible industries to promote partnerships that recover resources from solid waste disposal.
- 10.12 Recognize the impact solid waste disposal and processing may have on adjacent land uses and locate future recycling, composting and residual waste disposal sites in locations that minimize the impact on residential communities and the natural environment.
- 10.13 Consider the potential for aggregate mining sites to be reclaimed for future solid waste disposal sites, if necessary.

## Energy

- 10.14 Support and promote energy-efficient subdivision, site, and building design and construction.
- 10.15 Support and promote the use of clean energy technologies to support growth and development (e.g. district-energy systems, geo-thermal, solar, wind).

## Emergency Planning

- 10.16 Undertake integrated, coordinated emergency preparedness planning on a regional basis, including strategic planning for fire protection services and natural hazards management.

**Goal 11 - Cooperation Among Jurisdictions:** Facilitate an understanding of and commitment to the goals of growth management among all levels of government, the public, and key private and voluntary sector partners.

Implementation of the *Regional Growth Strategy* (RGS) requires collaboration with all levels of government and especially between regional, local and provincial authorities. At the local level, commitment to implementation will be expressed in the Regional Context Statements included in an official community plan and through the adoption of other policies and strategies. Collaboration with provincial agencies is crucial to being able to realize the goals of this plan. Cooperating with First Nations governments is also required because there are many common economic, environmental, social and growth management issues which must be addressed. The RDN also recognizes the significant contributions made by various private and voluntary sector organizations and will continue to work in collaboration with them to achieve the goals set out in this strategy.

### Policies

The RDN and member municipalities agree to/that:

- 11.1 Every municipality and electoral area in the region will make provision in their official community plan and all necessary land use and other regulations to fully implement the RGS.
- 11.2 Recognize the key and often primary roles, played by the private and voluntary sectors in such areas as development, tourism and environmental protection. Consider partnerships and strategic alliances with groups and organizations prepared to invest in and/or support the goals and policies of the RGS.
- 11.3 Recognize the need to coordinate planning with First Nations. The RDN wishes to involve First Nations in its planning processes in the same way that it involves other levels of government. To this end, the RDN will:
  - Encourage First Nations membership on the RDN's Intergovernmental Advisory Committee;
  - Invite and encourage First Nations participation in growth management initiatives;
  - Continue dialogue with First Nations regarding land use planning in the RDN (i.e. the RGS, official community plans and other land use regulations) and in neighbouring lands under First Nations jurisdiction for the purpose of building a mutual appreciation and understanding of land use planning processes;
  - Consider amendments to the RGS, after the settlement of treaties with First Nations, for the purpose of harmonizing plans for land use in the region;
  - Request First Nations to formally accept the *Regional Growth Strategy Bylaw*; and
  - Pursue the development of implementation agreements with First Nations that reflect a commitment to respecting the vision, goals, and policies of the RGS as decisions are made and future plans or regulations are developed.

## 5.0 ACCOUNTABILITY – EDUCATION, AWARENESS AND IMPLEMENTATION

### 5.1 Education and Awareness

A public that is well-informed is more likely to participate in decision-making processes and to work with others to achieve common goals. During the public consultation process, participants identified a desire to become better informed regarding:

- the role and purpose of the RGS;
- how the RGS relates to other planning documents and processes;
- how decisions are made; and
- how implementation occurs and which government agencies are responsible.

As a result, the RDN will undertake a broad outreach and education program targeted to the general public, schools, stakeholder groups and other interested parties.

### Policies

The RDN and member municipalities agree to/that:

1. Ensure that decision-making is transparent and is clearly communicated to the public.
2. Establish a communication and outreach strategy focused on communicating:
  - o the role and purpose of the RDN and the RGS;
  - o how the RGS relates to other planning documents and processes;
  - o how decisions are made; and
  - o how implementation occurs and which government agencies are responsible.

### 5.2 Implementation

Being accountable for progress towards achieving the goals of this RGS requires a commitment to implementation, target-setting, establishing indicators, and monitoring. Implementing projects identified in this RGS will be subject to available budgets, departmental work plans and in some cases financial contributions from RDN partners. While some projects may be funded solely through the RDN's Regional Growth Management function, with no additional costs to member municipalities, others may require financial contributions from the member municipalities.

Irrespective of wording in this RGS that refers to "agreement" by the RDN and member municipalities to follow a course of action, neither the RDN nor individual member municipalities will be bound to undertake or participate in any projects identified in this RGS. This is consistent with the direction of the Local Government Act which states that "a RGS does not commit or

authorize a regional district to proceed with projects specified in the strategy.”

The intent of conducting joint projects and studies is to provide a coordinated approach to reaching shared goals, address issues of regional significance and to provide economies of scale that would not be possible if each RDN partner pursued projects independently. Those municipalities who choose to opt out of participating in projects or studies may not receive the full benefits that result from them.

## Policies

The RDN will work in partnership with member municipalities, provincial and federal governments and others to:

1. Prepare an annual report on implementation and progress towards the goals and objectives of the RGS.
2. Review the need to revise or amend the RGS at least once every five years.
3. Prepare and adopt a Master Implementation Agreement within two years of adoption of the RGS that gives effect to key RGS actions and establishes procedures for its maintenance and periodic update. The agreement will also address the role of the RDN in coordinating implementation of the RGS, including public investments, equitable approaches to financing regional growth and development, agreed criteria for defining regionally significant development initiatives, and effective procedures for initiating processes for inter-jurisdictional review.
4. Establish a process and program to identify and establish targets to achieve key policies set out in this RGS within one year of adoption of this RGS.
5. Establish a process and program to monitor, evaluate and periodically report on regional economic, population, social and environmental trends and progress towards achieving RGS goals and policies and the targets to be established as set out in Policy 4, within one year of adoption of the RGS.
6. Reach agreement with each member municipality, within two years of adoption of the RGS, on how the Regional Context Statements contained within their respective official community plans will implement their RGS commitments.
7. Establish a Corporate Implementation Strategy within one year of adoption of the RGS that demonstrates how all the RDN's bylaws, services, and spending are consistent with the adopted RGS.
8. Coordinate with neighbouring regional districts and the Islands Trust to ensure that long term planning, development policies and initiatives in those jurisdictions are compatible with the vision, principles, and policies of this RGS.
9. Undertake a series of studies and actions as identified in Table 3 which identifies specific goals, actions, primary responsible agency and expected timeline for completion.
10. Include sustainability and strategic policy implications in discussions and decision-making within development approval processes.

Table 3 - Summary of Studies and Implementation Actions Arising from Goals and Policies

Goal	Action	Responsible Agency	Timeline
1. Climate Change	Complete Community Energy & Emissions Plan	RDN	2011
	Initiate discussions w/ forestry industry and Province re sector vitality and carbon storage (also applies to Goals 5 and 7)		
2. Environmental Protection	Advocate for provincial and federal government support to update and maintain SEI databases	RDN, member municipalities	2010-11
	Encourage the Province to regulate groundwater, require reporting on water use and protect water resources on a watershed basis.		
3. Coordinate land use & mobility	Initiate discussions w/ provincial and federal transportation authorities to share data collection and analysis and prepare mobility strategy	RDN, member municipalities	2012
	Prepare industrial land supply and demand study and strategy (also applies to Goal 7)		
	Prepare commercial land supply and demand study and strategy (also applies to Goal 7)		
4. Concentrate housing & jobs	Prepare region-wide study of rural village centres	RDN	2011
5. Rural integrity	Initiate discussions w/ forestry industry and Province re sector vitality and carbon storage	RDN	2011
6. Affordable housing	Identify next steps to addressing affordable housing issues	RDN, member municipalities	2011
7. Vibrant, resilient economy	Prepare region-wide economic development strategy	RDN, member municipalities	2012-13
8. Food security	Prepare study of agriculture in the region to identify issues and present and future needs of the agricultural sector	RDN, member municipalities	2011-12
9. Efficient services	Prepare strategy for servicing rural village centres (See Goal 4)	RDN	2011-12
10. Cooperation among jurisdictions	Continue outreach initiatives to First Nations including signing of protocol agreements	RDN, member municipalities	Ongoing



### 5.3 Targets

Targets are tools that flag the level of effort required to achieve desired goals. Effective targets have the following characteristics:

- Are measurable against baseline data;
- Are easily understood and monitored;
- Are clearly linked with policy objectives (e.g. increase housing diversity or achieve X new secondary suites by 2020);
- Have political, community and staff 'buy-in';
- Be challenging yet achievable; and
- Are consistent with one another.

Targets may be directional (e.g. increase the share of transit ridership during the pm peak) or may be quantitative (e.g. increase transit ridership to 10% of pm peak trips). Targets are used in combination with indicators in order to evaluate the efficacy of RDN and member municipality actions. Both expert research and analysis and public consultation are necessary to develop targets and indicators related to RGS goals and policies. Staff and expert advice is used to establish initial baseline data which is then 'tested' through public consultation. Setting targets to monitor progress towards achieving the goals of this strategy is a high priority implementation action.

### 5.4 Key Indicators

Indicators provide a means for monitoring and reporting on progress towards the achievement of goals. Over time they provide a useful gauge of the efficacy of policies and can help flag problem areas. Key indicators may include:

#### Climate Change

- Reduction of GHG emissions and energy consumption indicators and targets will be established in the Community Energy and Emissions Plan.

#### Environmental Protection

- Water quality and quantity (surface and groundwater);
- Air quality;
- Amount of new ESA lands and riparian areas protected.

#### Coordinate Land Use & Mobility

- Commute to work travel mode share;
- Total length of regional trail network;
- Share of population growth within GCB;
- Share of net new dwellings located within GCB;
- Number of households within GCB that are walking distance of transit;

- Diversity of land uses within designated mixed-use centres served by transit.

## **Concentrate Housing & Jobs in Growth Centres and Corridors**

- Housing densities inside GCB;
- Net new dwellings located in the City of Nanaimo and major urban centres;
- Share of net new dwellings in electoral areas located within rural area GCB;
- Share of new jobs located in the City of Nanaimo and urban centres;
- Share of new jobs in electoral areas located within rural area GCB.

## **Rural Integrity**

- Net change in land area of forestry lands (lands designated Resource Lands and Open Space excluding ALR and designated open space lands);
- Net change in land area of ALR;
- Number of new parcels subdivided in ALR lands;
- ALR range of parcel sizes;
- Gross farm receipts and number of farms by gross farm receipt category;
- Density outside the GCB.

## **Affordable Housing**

- Housing diversity by unit type;
- Number of new affordable housing units constructed;
- Subsidized housing wait lists;
- Level of homelessness.

## **Resilient Economy**

- Number of new jobs in the region;
- Share of jobs by economic sector.

## **Culture, Arts and Recreation**

- Number of inventoried heritage resources;
- Kilometers of public trails and pathways.

## **Efficient Services**

- Per capita disposal of solid waste;
- Average per capita consumption of potable water;
- Per capita length of water and sewer lines in areas with community services;
- Per capita road length.

## 6.0 LAND USE DESIGNATIONS

This RGS includes maps that show land use designations and Growth Containment Boundaries:

1. Map of Land Use Designations and Growth Containment Boundaries (Map 4).
2. Larger scale sections of the Growth Containment Boundaries (Appendix B).

The Map of Land Use Designations designates land for uses deemed appropriate between now and 2036 to achieve the vision of the *Regional Growth Strategy*. It represents the desired future pattern of land use in the region.

The Map of Land Use Designations designates land into one of five different land use categories:

1. Resource Lands and Open Space
2. Rural Residential
3. Urban Area
4. Rural Village Area
5. Industrial

The Map of Land Use Designations and the Maps of Growth Containment Boundaries designate the Growth Containment Boundaries.

### Resource Lands and Open Space

The Resource Lands and Open Space land use designation includes:

- land that is primarily intended for resource uses such as agriculture, forestry, aggregate and other resource development; and
- land that has been designated for long-term open space uses.

This designation includes:

- Land in the Agriculture Land Reserve;
- Crown land;
- Land designated for resource management or resource use purposes, including forestry, in official community plans;
- Recognized ecologically sensitive conservation areas;
- Provincial parks;
- Regional parks;
- Large community parks;
- Cemeteries;
- Existing public facilities outside of areas planned for mixed-use centre development;
- Destination Resorts; and
- Golf courses.

## Regional District of Nanaimo

Resource activities on land in this designation should be encouraged to operate in ways that do not harm the functioning of natural ecosystems. Land use control, and resource management of lands in this designation is shared between landowners, local, provincial and sometimes federal government. Much of the forest land is privately owned. Forest companies, farmers, Shellfish Aquaculture (and associated Research Facilities) and aggregate resource development companies are recognized to have the right to operate on land within this designation in compliance with local, provincial and federal government regulations.

No new parcels that are smaller than the size supported by the official community plan in effect at the date of the adoption of this *Regional Growth Strategy* may be created on land in this designation.

### Rural Residential

Land that is intended to accommodate primarily rural residential development is designated as Rural Residential.

This designation mostly includes land that has already been subdivided into relatively small parcels for a rural area. It also includes land where modest future rural residential subdivision development could occur without affecting the rural economy or environmental quality.

Except as provided for under Policy 5.13, the minimum parcel size of lands designated as Rural Residential will not be reduced below the minimum parcel size established in official community plans in place at the date of the adoption of this *Regional Growth Strategy*.

### Urban Area

Land located within the Growth Containment Boundaries of a municipality that is primarily intended for urban development is designated as Urban Area.

Land in this designation should be served with community water and sewer systems and accommodate a broad range of urban land uses at urban densities, or have commitments in place to service it and develop the land to urban densities.

Urban Areas should include public or privately owned open space that includes protected natural areas, water and coastal features, public parks and gardens, playfields, golf courses, public greens and plazas, agricultural areas (including community/allotment gardens), woodlots, and vegetated walkways and bikeways.

New development on land designated as Urban Area should primarily be focused into mixed-use centres adjacent to development that is designed to support its commercial vitality, and provide direct, convenient multi-modal access to the centre.

An Urban Area should include one or more mixed-use centres intended to be complete, compact neighbourhoods that include places to live, work, learn, play, shop, and access services. Local jurisdictions may define and create a wide variety of different types of mixed-use centres in Urban Areas to suit community conditions.

### **Rural Village Area**

Lands located within Growth Containment Boundaries within an electoral area are designated Rural Village Area. These lands are intended to include a mix of housing, services and amenities that are serviced with community water and sewer systems or have commitments in place to be serviced.

Characteristics that distinguish Rural Village Areas from mixed-use centres in Urban Areas are as follows:

- Rural Village Areas will generally have less variety in terms of different types of housing, places to learn, shop, work, play, and access services.
- Rural Village Areas may be smaller in size.
- Rural Village Areas may have fewer residents.
- Rural Village Areas primarily serve the people who live in the village and the surrounding rural area.
- Some Rural Village Areas may represent the beginning of future incorporated local government entities.

### **Industrial**

In electoral areas and the Town of Qualicum Beach, land that is primarily intended for industrial use is designated as Industrial. This designation includes all land on which industrial uses are supported by an official community plan. Most industrial lands located within a municipality are included within the Urban Area designation as shown on Map 4.

Land that is designated as Industrial should only be used for industrial uses. The introduction of commercial, residential, or other uses would reduce the inventory and attractiveness of the lands for industrial purposes.

Industrial uses on land designated as Industrial should be developed in a way that minimizes potential conflicts with surrounding land uses and minimizes damage to the natural environment.

### **Growth Containment Boundary**

The Growth Containment Boundary (GCB) is a line that defines where growth is intended to be directed. The GCB is intended to control urban sprawl and to encourage the development of compact, complete communities within municipalities or within a Rural Village Area in electoral areas. Development within GCBs is intended to be diverse and provide places for people to live, work, learn, shop and play and may include lands intended to be conserved to support ecosystem functions or other green space purposes. Land situated outside GCBs is intended primarily for rural purposes that require only limited infrastructure and services to be viable.

### **ALR Lands within Urban and Rural Village Areas**

While the majority of ALR lands are within the Resource Lands and Open Space land use designation, some ALR lands are within other land use designations. All ALR lands within Urban and Rural Village Areas are intended for agricultural use

except in instances where urban land uses have already been established at the time of the adoption of this RGS. These lands are recognized as **ALR Lands within Urban and Rural Village Areas** on the Map 4, Land Use Designations and Map 5, Agricultural Lands of this OCP.

## GLOSSARY

### ***Affordable Housing***

Affordable housing consumes no more than 30% of a household's gross, pre-tax income and may be owned or rented.

### ***Agricultural Lands***

Agricultural lands describe 'the land base upon which agriculture is practiced. Typically occurring on farms, agricultural activities are undertaken upon agricultural land to produce agricultural products. Although agricultural land is primarily required for the production of food for human and animal consumption, agricultural activities also include the growing of plants for fibre and fuels (including wood), and for other organically derived products (pharmaceuticals, etc.).'

[http://www.alc.gov.bc.ca/alr/What\\_is\\_Ag\\_Land.htm](http://www.alc.gov.bc.ca/alr/What_is_Ag_Land.htm)

Note that the use of the term 'Agricultural Lands' includes but is not limited to lands designated as Agricultural Land Reserve by the Agricultural Land Commission.

### ***Attainable Housing***

Attainable housing refers to "... market housing that is:

- affordable to households with a range of incomes, but most often at the low or moderate end of the scale;
- provided without ongoing senior government subsidy". (Government of BC)

### ***Capital Plan***

Capital plans outline the method of obtaining the financial resources necessary to provide a service or infrastructure.

### ***Community Sewer Service***

Community sewer service is a communal method of wastewater management. It consists of a wastewater treatment plant, recycling the treated liquid or releasing it to a waterbody or to the ground, and utilizing or disposing of the solid residues in an environmentally sound and approved manner.

### ***Community Water Service***

Community water service is a communal method of providing domestic water. Community water systems typically include a water source (ground or surface water), treatment and/or disinfection facilities, and storage and distribution facilities.

### ***Goal***

A goal is an end state that policies and implementation actions strive to achieve.

### ***Growth Containment Boundary***

Growth Containment Boundaries (GCBs) are geographically-based lines shown on RGS maps that define where growth is intended to be directed. The Growth Containment Boundary is intended to control urban sprawl and to encourage the development of compact, complete communities within municipalities or within a Rural Village Area in electoral areas. Land situated outside the GCBs is intended primarily for rural purposes that require limited infrastructure and services.

## ***Housing Diversity***

To accommodate the diverse housing needs of residents, communities should strive to include a broad range of housing types including single detached, semi-detached, duplex, multi-unit attached housing, apartments, secondary suites, etc.

## ***Implementation Agreement***

An implementation agreement is an agreement respecting the coordination of activities related to the implementation of a regional growth strategy. The *Local Government Act* empowers local governments to enter into these agreements with the Provincial government and its agencies, the federal government and its agencies, other local governments, First Nations, school district boards, greater boards, improvement district boards and other local authorities.

## ***Intergovernmental Advisory Committee***

The Intergovernmental Advisory Committee (IAC) is the committee responsible for advising local governments on the development and implementation of a regional growth strategy, and facilitating coordination of Provincial and *Local Government Actions*, policies and programs as they relate to the development and implementation of a regional growth strategy. The membership of the IAC is to include the following: the planning director of the regional district (or another official appointed by the Board); the planning director (or another official appointed by the applicable council); senior representatives of the Provincial government and Provincial government agencies and corporations (determined by the minister after consultation with the Board; and representatives of other authorities and organizations if invited to participate by the Board.

## ***Land Use Regulation***

Land use regulations are rules governing the use of land contained in bylaws. Land use regulations include, but are not limited to, the following: zoning bylaws, subdivision bylaws, sign bylaws, and noise bylaws.

## ***Member Municipality***

The Regional District of Nanaimo has four member municipalities. They are the City of Nanaimo, the City of Parksville, the Town of Qualicum Beach and the District of Lantzville.

## ***Mixed-use centres***

A mixed-use centre accommodates places to live, work, play, learn and shop within a walkable area.

## ***Official Community Plan***

The *Local Government Act* defines an official community plan as "a statement of objectives and policies to guide decisions on planning and land use management, within the area covered by the plan, respecting the purposes of local government" (Section 875(1)). The *Local Government Act* further states that, "to the extent that it deals with these matters, an official community plan should work towards the purpose and goals referred to in Section 849 [Regional Growth Strategy Goals]" (Section 875 (2)).

Section 877 of the *Local Government Act* says that an official community plan must include statements and map designations for the area covered by the plan respecting the following:



## Regional District of Nanaimo

- The approximate location, amount, type and density of residential development required to meet anticipated housing needs over a period of at least five years;
- The approximate location, amount and type of present and proposed commercial, industrial, institutional, agricultural, recreational, and public utility land uses;
- The approximate location and area of sand and gravel deposits that are suitable for future sand and gravel extraction;
- Restrictions on the use of land that is subject to hazardous conditions or that is environmentally sensitive to development;
- The approximate location and phasing of any major road, sewer and water systems;
- The approximate location and type of present and proposed public facilities, including schools, parks and waste treatment and disposal sites; and
- Other matters that may, in respect of any plan, be required or authorized by the minister.

An official community plan must include housing policies of the local government respecting affordable housing, rental housing, and special needs housing.

An official community plan must include targets for the reduction of greenhouse gas emissions in the area covered by the plan, and policies and actions of the local government proposed with respect to achieving those targets.

An official community plan for a municipality must include a regional context statement in accordance with the provisions of Section 866 of the *Local Government Act* (see definition for Regional Context Statement). Official community plans for electoral areas must be consistent with the regional growth strategy in accordance with the provisions of Section 865 of the *Local Government Act*.

### **Policy**

A policy is a statement of action regarding how an objective or goal is to be achieved. Policies are intended to provide direction to official community plans, zoning bylaws, and other decisions and actions.

### **Regional Context Statement**

A regional context statement is a statement accepted by the regional district board that is included in an official community plan for a municipality to identify the relationship between the official community plan and the content of a regional growth strategy, and, if applicable, how the official community plan is to be made consistent with the regional growth strategy over time. The *Local Government Act* (Section 866) establishes the requirements for regional context statements.

### **Regional Growth Strategy**

The purpose of a regional growth strategy is “to promote human settlement that is socially, economically and environmentally healthy and that makes efficient use of public facilities and services, land and other resources” (*Local Government Act*, Section 849 (1)).

Regional growth strategies are to work towards, but not be limited to, the following:

## Regional District of Nanaimo

- Avoiding urban sprawl and ensuring that development takes place where adequate facilities exist or can be provided in a timely, economic and efficient manner;
- Settlement patterns that minimize the use of automobiles and encourage walking, bicycling and the efficient use of public transit;
- The efficient movement of goods and people while making effective use of transportation and utility corridors;
- Protecting environmentally sensitive areas;
- Maintaining the integrity of a secure and productive resource base, including the Agricultural Land Reserve;
- Economic development that supports the unique character of communities;
- Reducing and preventing air, land and water pollution;
- Adequate, affordable and appropriate housing;
- Adequate inventories of suitable land and resources for future settlement;
- Protecting the quality and quantity of ground water and surface water;
- Settlement patterns that minimize the risks associated with natural hazards;
- Preserving, creating and linking urban and rural open space including parks and recreation areas;
- Planning for energy supply and promoting efficient use, conservation and alternative forms of energy; and
- Good stewardship of land, sites and structures with cultural heritage value. (*Local Government Act*, Section 849 (2)).

A board may adopt a regional growth strategy for the purpose of guiding decisions on growth, change and development within its regional district (*Local Government Act*, Section 850 (1)).

A regional growth strategy must cover a period of at least 20 years from the time of its initiation and must include the following:

- A comprehensive statement on the future of the region, including the social, economic and environmental objectives of the board in relation to the regional district;
- Population and employment projections for the period covered by the regional growth strategy;
- To the extent that these are regional matters, actions proposed for the regional district to provide for the needs of the projected population in relation to housing, transportation, regional district services, parks and natural areas, economic development and reductions in GHG emissions;
- In addition to the above, a regional growth strategy may deal with any other regional matter;
- A regional growth strategy may include any information, maps, illustrations and other material. (*Local Government Act* Section 850 (2)).

***Regional Urban Centre***

A regional urban centre is a municipality that accommodates the greatest mix of land uses and highest densities in the region.

***Rural Village Centre***

Rural village centres are communities in electoral areas that are defined by Growth Containment Boundaries and intended to accommodate a limited range of land uses and development compatible with rural village character.

***Urban Centre***

Urban centres accommodate a broad mix of land uses and medium to high density development within a municipality.

***Vision Statement***

A vision statement is a statement about the future desired for a particular area or an organization. The vision statement in this regional growth strategy describes the future desired in the Regional District of Nanaimo. It frames the sustainability goals for the region and sets basic direction for planning, policies and actions.

### References

Agricultural Land Commission. *Agricultural Land Reserve Statistics*. January 2010. [www.alc.gov.bc.ca/alr/stats/Statistics\\_TOC.htm](http://www.alc.gov.bc.ca/alr/stats/Statistics_TOC.htm)

Oswald, J. *Planning for Urban Agriculture*. Plan Canada. Summer 2009: Vol. 49, No. 2

Pirog, R., et al. *Food, Fuel, and Freeways: An Iowa perspective on how far food travels, fuel usage, and greenhouse gas emissions*. 2001. Leopold Center for Sustainable Agriculture at Iowa State University, Ames Iowa. January 2010. [www.leopold.iastate.edu](http://www.leopold.iastate.edu).

Xeureb, Marc. *Food Miles: Environmental Implications of Food Imports to Waterloo Region*. Region of Waterloo Public Health. November 2005.

United States, Environmental Protection Agency: Website, Last updated on Wednesday, November 1<sup>st</sup>, 2006

[http://www.epa.gov/r10earth/psgb/indicators/population\\_health/what/index.htm](http://www.epa.gov/r10earth/psgb/indicators/population_health/what/index.htm)



R 9

## STAFF REPORT

### ELECTORAL AREA SERVICES COMMITTEE MEETING OF SEPTEMBER 20, 2011

DATE: September 14, 2011

FILE NO:

FROM: Tom R. Anderson, General Manager

BYLAW NO:

SUBJECT: 2012 Budget Preparation Update

---

**Recommendation/Action:**

That the Committee provide direction on whether to add the items below to the Departmental work plan.

**Relation to the Corporate Strategic Plan:** N/A

**Financial Impact:** (Reviewed by Finance Division: N/A)

**Background:**

At the previous EASC meeting, the above noted subject was brought forward as a report which outlined the status of all work associated with each of the Divisions within the Department that respond to the Electoral Area Services Committee. While no firm direction was given for any additional work/projects, it was left with the Directors to forward any additional ideas so that they can be added to the list for 2012 budget consideration. To this point in time, the following ideas have been forward and will require Committee direction.

- Benko Road Neighbourhood Plan – Director Harrison
- Koksilah River Corridor Plan – Director Cossey

Directors wishing any other projects added to the Departmental work plan are requested to bring them forward at the Committee meeting.

Submitted by,

A handwritten signature in black ink, appearing to be "Tom R. Anderson", is written over a horizontal line.

Tom R. Anderson,  
General Manager  
Planning and Development Department

TRA/ca



R10

## STAFF REPORT

### ELECTORAL AREA SERVICES COMMITTEE MEETING OF SEPTEMBER 20, 2011

DATE: September 14, 2011

FILE NO:

FROM: Tom R. Anderson, General Manager

BYLAW NO:

SUBJECT: Proposed APC Bylaw No. 3544

---

**Recommendation/Action:**

That Committee direction is requested.

**Relation to the Corporate Strategic Plan:** N/A

**Financial Impact:** (Reviewed by Finance Division: N/A)

**Background:**

The attached report was considered at the August 2, 2011 EASC meeting and was subsequently referred back to staff for further clarification. Discussion at that time centered upon the proposed make-up of the Joint APC which is a requirement of the new South Cowichan OCP. The attached revised APC Bylaw No. 3544 is forwarded to the Committee for further consideration. It should be noted that Sections 5 and 6 have been amended to hopefully better reflect the desired number of Joint APC members and the method of appointing such members.

Submitted by,

A handwritten signature in black ink, appearing to be "Tom R. Anderson", is written over a horizontal line.

Tom R. Anderson  
General Manager  
Planning and Development Department

TRA/ca



## STAFF REPORT

### ELECTORAL AREA SERVICES COMMITTEE MEETING OF AUGUST 2, 2011

**DATE:** July 21, 2011  
**FROM:** Catherine Tompkins, Senior Planner  
**SUBJECT** CVRD Advisory Planning Commission Establishment Bylaw No. 3544

---

#### Recommendation/Action:

That proposed CVRD Advisory Planning Commission Establishment Bylaw No 3544 be forwarded to the Board for consideration of first, second, third and final readings.

Relation to the Corporate Strategic Plan: N/A

Financial Impact: (Reviewed by Finance Division: N/A)

#### Background:

Proposed CVRD Advisory Planning Commission Establishment Bylaw No. 3544 intends to repeal existing Bylaw No. 2147 in order to establish procedures for the holding of joint Advisory Planning Commission Meetings in the South Cowichan Official Community Plan Area.

A key implementation strategy for the South Cowichan Official Community Plan is the concept of joint Advisory Planning Commission meetings, to advise the CVRD on matters respecting land use outside of a village containment boundary, where a proposed development would require an amendment to the South Cowichan Official Community Plan.

Specifically, South Cowichan OCP Policy 25.8 states the following:

**Policy 25.8:** Joint APC meetings, comprised of Electoral Areas A (Mill Bay/Malahat) B (Shawnigan Lake) and C (Cobble Hill), will be held to consider any new application that proposes to:

- a. Amend the text within this main OCP document (excluding Appendices A through C) or the implementing Zoning Bylaw document, where the proposed amendment would affect the South Cowichan rural area;
- b. Amend the OCP to redesignate lands outside of a village containment boundary;
- c. Amend the implementing Zoning Bylaw to rezone lands outside of a village containment boundary;
- d. Amend or expand a village containment boundary;
- e. Otherwise amend the OCP in a manner deemed by the Board to affect more than one electoral area.

Further, OCP Policy 25.9 requires that quorum at a joint APC meeting will be a minimum of five members from the subject electoral area affected by an application, and a minimum of three members from each of the other two electoral areas.

The attached APC Establishment Bylaw would repeal the existing CVRD Advisory Planning Commission Establishment Bylaw No 2147, by accommodating and establishing procedures for the holding of joint APC meetings. All other provisions of Bylaw 2147 would remain in place.

**Recommendation**

That proposed Bylaw 3544 be forwarded to the Board for consideration of first, second, third and final readings.

Submitted by,



for

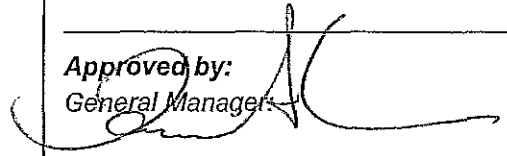
Catherine Tompkins, MCIP  
Senior Planner  
Regional and Community Planning  
Planning and Development Department

CT/jah

Attachment

**Reviewed by:**  
Division Manager:

**Approved by:**  
General Manager:







## COWICHAN VALLEY REGIONAL DISTRICT

### BYLAW No. 3544

#### A Bylaw to Establish Advisory Planning Commissions Within the Cowichan Valley Regional District

---

**WHEREAS** Section 898(2) of the *Local Government Act* allows the Regional Board to establish one or more advisory planning commissions for one or more electoral areas or portions of an electoral area;

**AND WHEREAS** the Regional Board voted on and received the required majority vote of those present and eligible to vote at the meeting at which the vote is taken, as required by the *Act*;

**NOW THEREFORE** the Board of the Cowichan Valley Regional District in, open meeting assembled, hereby enacts as follows:

#### 1. CITATION

This bylaw may be cited for all purposes as the "**CVRD Bylaw No. 3544 - Advisory Planning Commission Establishment Bylaw, 2011**".

#### 2. DEFINITIONS

In this bylaw:

**"APC"** means Advisory Planning Commission;

**"Board"** means the Board of Directors of the Cowichan Valley Regional District;

**"Commission"** means an Advisory Planning Commission established pursuant to this bylaw;

**"Community Plan"** means an Official Community Plan defined under the *Local Government Act* or an Official Settlement Plan adopted prior to December 2, 1985;

**"Joint APC Meeting"** means a joint Advisory Planning Commission meeting composed of Advisory Planning Commission members of Electoral Area A – Mill Bay Malahat, Electoral Area B – Shawnigan Lake, and Electoral Area C – Cobble Hill;

**"Director"** means a member of the Board of Directors of the Cowichan Valley Regional District;

**3. ESTABLISHMENT AND APPOINTMENT OF THE COMMISSION**

1. An Advisory Planning Commission is established for each Electoral Area:
  - Electoral Area A – Mill Bay/Malahat
  - Electoral Area B – Shawnigan Lake
  - Electoral Area C – Cobble Hill
  - Electoral Area D – Cowichan Bay
  - Electoral Area E – Cowichan Station/Sahtlam/Glenora
  - Electoral Area F – Cowichan Lake South/Skutz Falls
  - Electoral Area G – Saltair/Gulf Islands
  - Electoral Area H – North Oyster/Diamond
  - Electoral Area I – Youbou/Meade Creek
2. The Board, by resolution, shall appoint members to the Advisory Planning Commission on the recommendation of the Electoral Area Director.
3. At least two-thirds of the members of an Advisory Planning Commission for an Electoral Area or part thereof shall be residents of that electoral area.
4. The Electoral Area Director and Alternate Director are not eligible to be members of the Commission but may attend a meeting of the Commission in a resource capacity.
5. In making appointments to the Commissions, the Board shall attempt to ensure that the membership is balanced to represent a cross-section of the people and geographic zones in its area of jurisdiction.
6. Each Commission shall consist of not more than fifteen (15) members.
7. Advisory Planning Commission appointments may be for terms of up to three (3) years expiring on November 30<sup>th</sup>.
8. No term of appointment shall extend beyond the three (3) year term of the Electoral Area Director unless re-appointed by the Regional Board.
9. The Board shall have the power by an affirmative vote of not less than two-thirds (2/3) of the Directors to remove any member from a Commission at any time.
10. In the event of the resignation or death of a member of the Commission, the Board may appoint by recommendation of the Electoral Area Director, a successor to serve the balance of the term of appointment.
11. Advisory Planning Commission members shall serve without remuneration but they may be paid reasonable and necessary expenses that arise directly out of the performance of their duties.

#### **4. REFERRALS TO THE COMMISSION**

1. The Board or an Electoral Area Director of the Board may refer matters respecting land use, community planning or proposed bylaws and permits under Divisions 2, 7, 9 and 11 of Part 26 of the *Local Government Act*, to an Advisory Planning Commission in order that it may advise the Board or Electoral Area Director on those matters.
2. The Board or an Electoral Area Director of the Board may refer matters respecting land use, community planning or proposed bylaws and permits under Divisions 2, 7, 9 and 11 of Part 26 of the *Local Government Act*, to a Joint Advisory Planning Commission Meeting, composed of APC members from Electoral Areas A (Mill Bay/Malahat), B (Shawnigan Lake) and C (Cobble Hill).

#### **5. COMMISSION PROCEDURES**

1. The Commission shall elect one (1) of its members as Chairperson, another as Vice-Chairperson to act in the absence of the Chairperson, and a Secretary to take minutes of the meetings and record expenses as well as to perform such other secretarial duties as may be required by the Commission. The Chairperson, Vice-Chairperson and Secretary shall hold these positions for one (1) year or until their successors are elected. Such election shall take place at the first meeting of each new year.
2. In the absence of the Chairperson and Vice-Chairperson or Secretary, the Commission shall elect from the members present a temporary Chairperson or Secretary for the purpose of that meeting only.
3. At the first meeting of each new year, each APC shall elect five (5) members to sit as their representatives on the Joint APC to consider matters referred to the Joint APC which are within their Electoral Area.
4. On matters referred to the Joint APC that are located in another Electoral Area, the Chair and Vice-Chair of the APC shall be delegated as representatives on the Joint APC.
5. In addition, at the first meeting of each new year, each APC shall elect an alternate in the event that the Chair and Vice-Chair are unable to attend the Joint APC meeting to consider matters referred to the Joint APC which are unable to attend the Joint APC meeting to consider matters referred to the Joint APC which are located outside their Electoral Area.
6. A majority of an Advisory Planning Commission shall be deemed to be a quorum.
7. A schedule of regular meetings including dates, times and location may be forwarded to the Regional Board at the first meeting of each new year.
8. Extraordinary meetings may be scheduled.
9. Meetings may be held in a public facility at a time which is convenient for the general public to attend.

10. An Advisory Planning Commission shall hear all persons who wish to make representations on matters referred to it by the Board or the Electoral Area Director, and it shall be the responsibility of the Chairperson or Secretary of the Advisory Planning Commission to contact those persons for the purpose of informing them of the date, time and location of the meeting at which they will be heard.
11. Where not otherwise covered in this bylaw, the rules of procedure governing Commission meetings shall be those of the current Procedural Bylaw of the Cowichan Valley Regional District.
12. Within fourteen days of a meeting of the Advisory Planning Commission, the Secretary shall forward the minutes of the meeting to the Electoral Area Services Committee of the CVRD.
13. The minutes of the Advisory Planning Commission will be made public after they have been officially received by the Electoral Area Services Committee of the CVRD.

#### **6. PROCEDURES AT JOINT APC MEETINGS**

1. At a Joint APC Meeting, the Electoral Area A - Mill Bay/Malahat, Electoral Area B - Shawnigan Lake and Electoral Area C - Cobble Hill Advisory Planning Commissions shall elect from the members present a temporary Chairperson and Secretary for the purpose of that meeting only.
2. A majority of an Advisory Planning Commission shall be deemed to be a quorum.
3. A schedule of regular meetings including dates, times and location may be forwarded to the Regional Board at the first meeting of each new year.
4. Extraordinary meetings may be scheduled.
5. Meetings may be held in a public facility at a time which is convenient for the general public to attend.
6. The Advisory Planning Commissions at a Joint APC Meeting shall hear all persons who wish to make representations on matters referred by the Board or an Electoral Area Director, and it shall be the responsibility of the Chairperson or Secretary of an APC, elected in accordance with Section 5.1 of this Bylaw, to contact those persons for the purpose of informing them of the date, time and location of the meeting at which they will be heard.
7. Where not otherwise covered in this bylaw, the rules of procedure governing Commission meetings shall be those of the current Procedural Bylaw of the Cowichan Valley Regional District.
8. Within fourteen days of a Joint APC Meeting, the Secretary of that Meeting shall forward the minutes of the meeting to the Electoral Area Services Committee of the CVRD.
9. The minutes of the Joint Advisory Planning Commission Meeting will be made public after they have been officially received by the Electoral Area Services Committee of the CVRD.

**7. SEVERABILITY**

If any section, sentence, clause, phrase, or word of this Bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder of this Bylaw.

**8. REPEAL**

Advisory Planning Commission Establishment Bylaw No. 2147, 2000, and its amendments, are hereby repealed.

**9. ADOPTION**

This bylaw shall take effect upon its adoption by the Regional Board.

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Secretary



MEMORANDUM

**DATE:** September 12, 2011

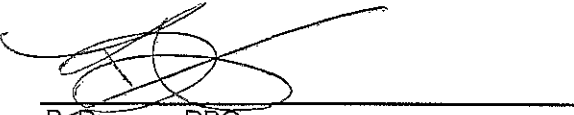
**TO:** Tom R. Anderson, General Manager, Planning and Development Department

**FROM:** Brian Duncan, Manager, Inspections and Enforcement Division

**SUBJECT:** BUILDING REPORT FOR THE MONTH OF AUGUST, 2011

There were 41 Building Permits and 1 Demolition Permit(s) issued during the month of August, 2011 with a total value of \$ 5,050,650.

Electoral Area	Commercial	Institutional	Industrial	New SFD	Residential	Agricultural	Permits this Month	Permits this Year	Value this Month	Value this Year
"A"				1,341,620	18,750		8	53	1,360,370	8,294,140
"B"				1,042,440	9,500	10,000	11	67	1,061,940	5,851,523
"C"				465,150	47,280		4	32	512,430	5,082,105
"D"	10,000			653,020			4	42	663,020	4,656,990
"E"				233,140	117,050	456,000	6	30	806,190	3,996,640
"F"				141,480	84,000		4	21	225,480	1,593,235
"G"					165,560		2	23	165,560	1,944,240
"H"				197,280			1	22	197,280	3,114,520
"I"					58,380		2	21	58,380	2,520,360
Total	\$ 10,000	\$ -	\$ -	\$ 4,074,130	\$ 500,520	\$ 466,000	42	311	\$ 5,050,650	\$ 37,053,753

  
B. Duncan, RBO  
Manager, Inspections and Enforcement Division  
Planning and Development Department

BD/db

**NOTE:** For a comparison of New Housing Starts from 2008 to 2011, see page 2  
For a comparison of Total Number of Building Permits from 2008 to 2011, see page 3

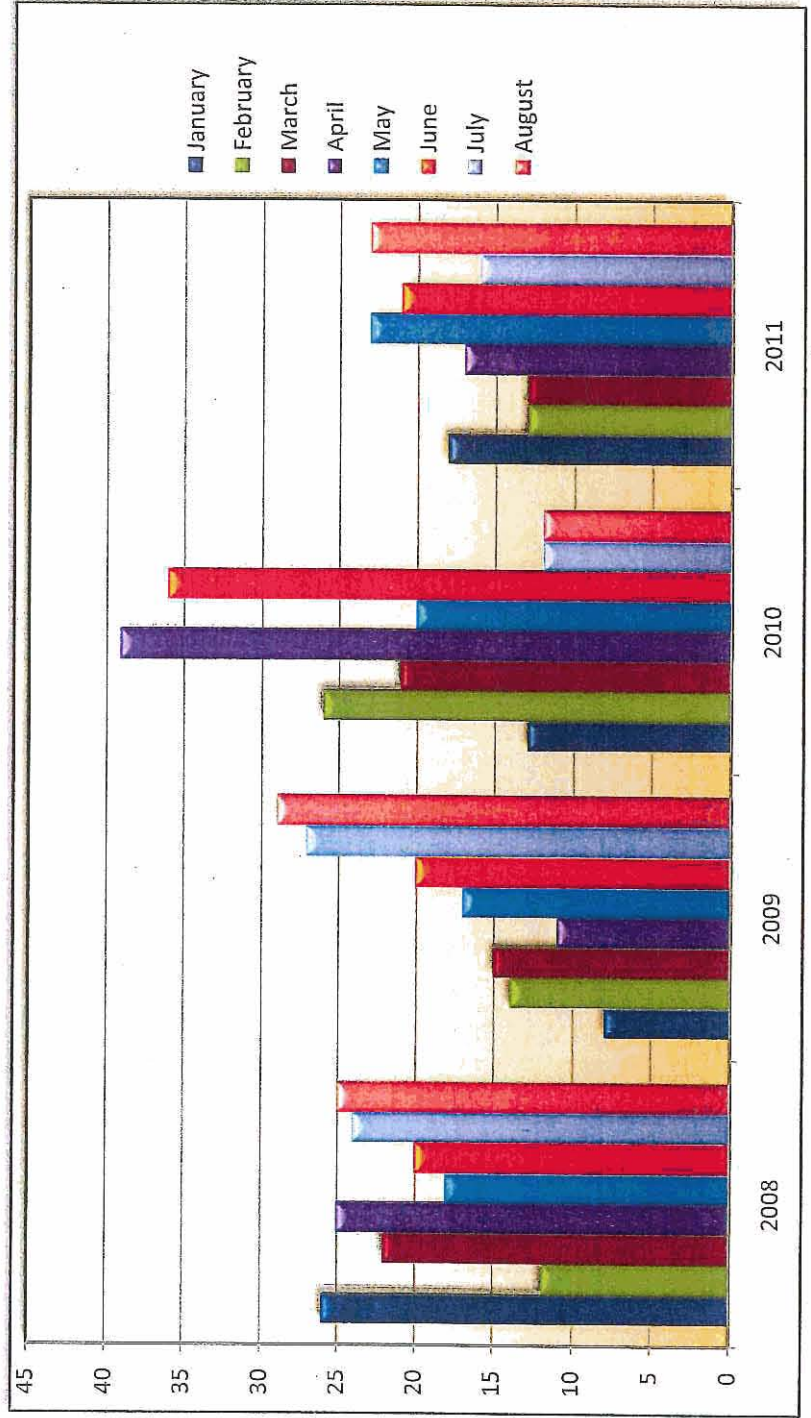
INI



CVRD

# Total of New Housing Starts

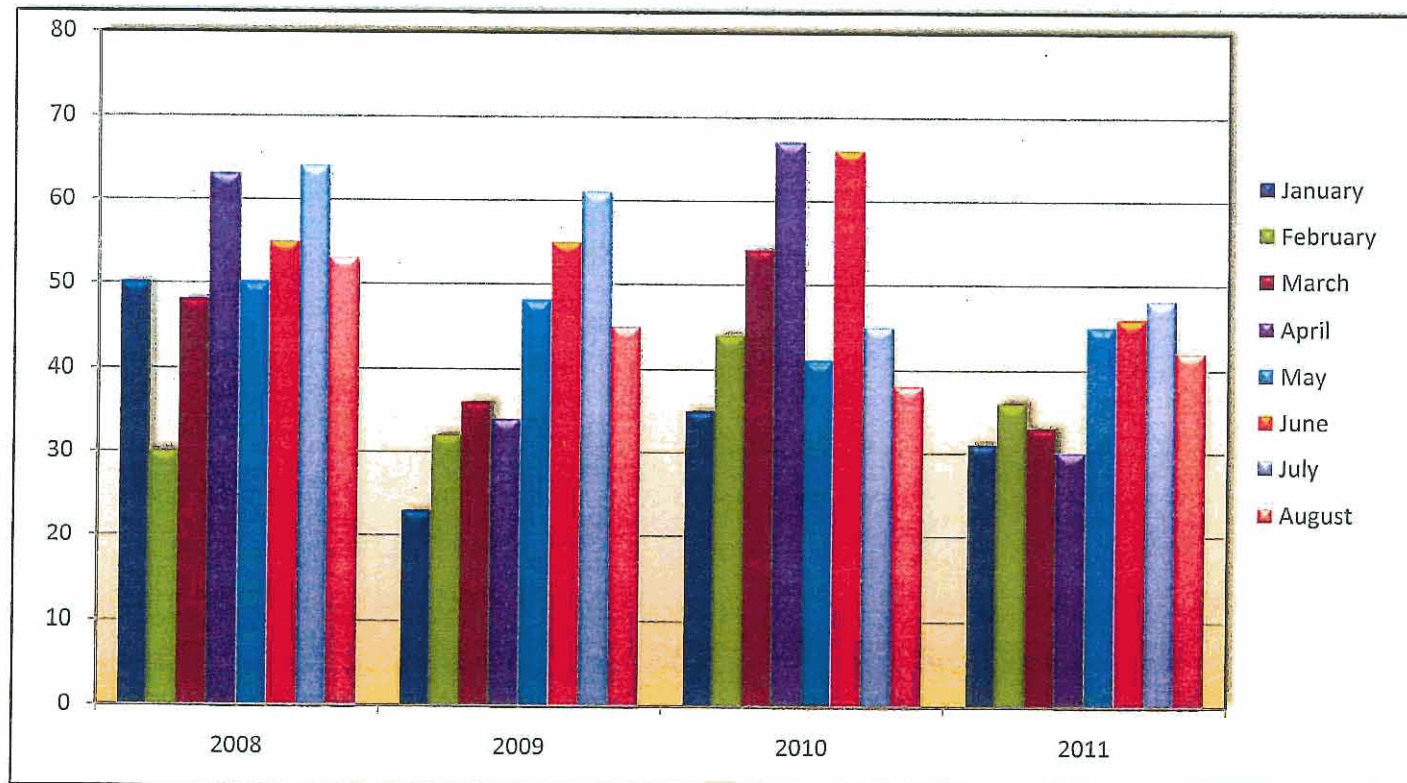
	2008	2009	2010	2011
January	26	8	13	18
February	12	14	26	13
March	22	15	21	13
April	25	11	39	17
May	18	17	20	23
June	20	20	36	21
July	24	27	12	16
August	25	29	12	23
<b>YTD Totals</b>	<b>172</b>	<b>141</b>	<b>179</b>	<b>144</b>





## Total Building Permits Issued

	2008	2009	2010	2011
January	50	23	35	31
February	30	32	44	36
March	48	36	54	33
April	63	34	67	30
May	50	48	41	45
June	55	55	66	46
July	64	61	45	48
August	53	45	38	42
<b>YTD Totals</b>	<b>413</b>	<b>334</b>	<b>390</b>	<b>311</b>





REC'D

I/V 2

SEP 17 2011

## **MINUTES OF ELECTORAL AREA I (Youbou/Meade Creek) PARKS COMMISSION MEETING**

**DATE:** July 12, 2011

**TIME:** 7:00pm

**MINUTES** of the Electoral Area I Parks Commission Meeting held on the above noted date and time in Youbou Lanes, Youbou, BC. Called to order by chair at 7:05pm.

### **PRESENT:**

Chairperson: Marcia Stewart

Vice-chairperson: Gerald Thom

Members: Dave Charney, Dan Nickel, Gillian Scott, Ken Wilde

### **ALSO PRESENT:**

Director: Klaus Kuhn

Alternate Director:

Secretary: Tara Daly

### **REGRETS:**

**GUESTS:** Creekside Association

### **DELEGATION**

- With a focus on Mile 77 Park, what was the intent or purpose of the park? Was the developer responsible for building it? Why was it levelled – all trees removed? Because it is barely used, the residents of Creekside wish to make it more use friendly. Some suggestions include a metal swing set (low vandalism), all-sport court, covered barbeque area with barbeques attached to the picnic tables, more trees, boat tie-up, boat launch, garbage cans in the washrooms, washrooms should be open. Could our (Creekside) taxes go towards improvements? Could our taxes be combined with the rest of the community?
- Director Kuhn replied the land was put aside by the developer during the initial plans as parkland and was responsible for the amenities in place. The current cost of maintenance is substantial. The existing trees were diseased and needed to be removed. There have been two plantings of cedar seedlings but both times were destroyed by elk. The maple trees on the water side will grow and offer more shade. Development of the lakeshore involves the initial costs but also liability issues. Area I (Youbou/Meade Creek) has a large amount of greenspace with a small number of people. The budget dictates to a degree the amenities available, as well as the number of people in the area that wish to use the park. Creekside currently has 43 houses built on 75 lots with 6 full-time families. It's difficult to justify improvements at this time.
- The Creekside residents can take it upon themselves to fundraise. Honeymoon Bay Community Society did so for a barbeque shelter. Fundraising can also help the community to become more invested in what they purchase. The Creekside Association will be having their AGM at 9am at the Youbou Bar & Grill on August 7, 2011. Director Kuhn plans to attend.
- Director Kuhn also noted that he still remains committed to better cohesion between 'old' and 'new' Youbou and the Meade Creek area but that everyone needs to make the effort to involve themselves in the community. The parks activities promoted by the commission were not well attended.

### **ACCEPTANCE OF AGENDA**

*It was Moved and Seconded to accept the agenda with the addition of Area F OCP under New Business.*

**MOTION CARRIED**

**ACCEPTANCE OF MINUTES**

*It was Moved and Seconded that the minutes of May 10, 2011 be accepted.*

**MOTION CARRIED**

**BUSINESS ARISING**

- **Broom Puller** ~ is missing. M. Stewart to ask Pam Palliser if she has it.
- **Budget** ~ there is \$16 000 remaining

**CORRESPONDENCE**

- NONE

**DIRECTOR'S REPORT**

- **Kinsol Trestle opening** ~ July 28<sup>th</sup> at 11am
- **Relay Station on Bald Mountain** ~ trees had to be removed to improve transmission, new regulations don't allow trees to remain, they couldn't be burned so a helicopter was used to bring to Woodland Shores then trucked out; cost of \$15 000 – 70% paid by province and 30% paid by CVRD (\$4500); a helicopter were have been required even if the wood had been chipped

**COWICHAN LAKE RECREATION**

- **Regatta** ~ August 13<sup>th</sup>, volunteers are needed for the concession and for moving items in the morning and afternoon – Director Kuhn, M. Stewart, G. Thom and Caroline, D. Nickel, D. Charney and possibly K. Wilde and G. Scott all volunteered
- **Swimming Lessons** ~ have started and will continue until the end of August

**CHAIRPERSON'S REPORT**

- **Stoker Park playfield** ~ is looking good, the portion where the vehicle tracks are will need another seeding
- **Nantree Park** ~ is fine
- **Mile 77 Park** ~ the memorial plaque is on the bench
- **Little League Park** ~ trees haven't been pruned but after some discussion, the commission felt that just cutting them back on the field side would be sufficient, limbing will be a cost of \$2500 so the commission decided to leave it alone at this time; the Ball Team will paint the benches

**COWICHAN VALLEY REGIONAL DISTRICT**

- dealt with in other areas

**OLD BUSINESS**

- **Swordfern Park** ~ the confusion about park access is solved – highway vs. park, 4 big fir trees that were cut were dying from the top down and will be left to rot
- **Mile 77 and Arbutus Park** ~ entrances are the responsibility of the maintenance contractor but anyone that wishes can weed the areas
- **Nantree Park** ~ float is bouncy but not dangerous at this time, at the end of its remaining lifetime of 1-2 years it will have to be decided if it needs replacement or just removal, to be discussed during budget time

**NEW BUSINESS**

- **Arbutus Park** ~ power pole has to be replaced as its rotten, it is our pole and will be our cost; it will be replaced this fall
- **Parks & Trails** ~ there is generally more communication - the minutes are on line, the Parks staff is reporting back as to what they're doing to our chair in a timely fashion, Parks & Trails staff are meeting every two weeks
- **Minutes Process** ~ staff reviews, is put on Agenda for Electoral Area Services Committee and passed by Director, is put on Agenda for the Board of Directors meeting and is passed, becomes part of the Corporate files
- **Consideration for Budget discussion** ~ 1) summer student crew – length in area 2) 5-year financial plan that's realistic and able to be accomplished 3) 3-year major and minor replacement (lifeguard shack, playground at Arbutus Park, concession, backstop, fence painting at Little League Park 4) funding for regular tree removal. **Wish List** for 2012-2013 Budget year to be brought forward at October 11<sup>th</sup> meeting
- **Invasive Species** ~ no formal management plan in place, big problem is disposal, broom generally disappears as trees grow – will check to see if the proper trees were planted on the south side of Bald Mountain as they don't seem to be growing well (Tanya Soroka, Tom Jones)
- **Direction of Community Parks & Trails program** ~ what does the commission see - cultural and/or community events; take a break for this year and revisit next year? More discussion at next meeting.
- **Arbutus Park electrical** ~ there should be a subpanel in the concession area that could allow for a kettle, coffee urn, 3 freezers/ice cream truck and **water** at Hut should be in place by Regatta if possible
- **Mann Property** ~ rezoning started in the 1980s with covenants being put in place; over the years it has been recognized that public trails and residential properties don't mix; a connection from the existing foreshore greenspace and Upland Park would be more beneficial; an east-west land dedication would connect Woodland Shores and Marble Bay (current owner is looking at rezoning); cost of building a trail along the water's edge would be costly – the commission is okay with the developer covering all legal costs to dissolve the existing covenant and put in place the land acquisition and also wish they will do trail brushing; the subdivision process is a month from completion and the opportunity to deal with one owner rather than several is diminishing - the process of dissolving the covenant will be started at the EASC meeting July 13<sup>th</sup>
- **Area F OCP** ~ G. Thom told the commission the document was brought forward to the Area I (Youbou/Meade Creek) APC; he questions 'rustic' campground definition and the development between Mesachie Lake and Honeymoon Bay as also including the possibility of more development to the west of Honeymoon Bay. The Area I (Youbou/Meade Creek) OCP forbids any development west of the old Millsite until it is developed; Couredon (TimberWest) has said they aren't selling any more forest land. Cowichan Lake is the only watershed on Vancouver Island with people living around it.

## ADJOURNMENT

*It was Moved and Seconded that the meeting be adjourned 9:25pm.*

## MOTION CARRIED

## NEXT MEETING

October 11, 2011

7pm at Youbou Upper Hall

/s/ Tara Daly

Secretary

INB

Minutes of the Area E Parks and Recreation Commission Meeting of August 30, 2011  
held at the Glenora Community Hall

---

SEP 08 2011

**Present:** Frank McCorkell, Chairman, Irene Evans, Howard Heyd, Paul Slade, Mike Lees, Director Loren Duncan, Patty John and Ron Smith

**Call to Order:** The meeting was called to order at 7:05 p.m.

**Minutes:** The minutes of the June 7<sup>th</sup>, 2011 meeting were distributed prior to the meeting and were reviewed and accepted by the Commission.

**Business Arising:**

1. Skeet Shooting at Glenora Gun Club. Director Duncan mentioned that there was a meeting scheduled for today, August 30<sup>th</sup> however it was rescheduled for September 9<sup>th</sup>.
2. Toilet facilities along the Trans Canada Trail in the Tansor area. This problem has been resolved as there is now a facility managed as part of the trail in this area.
3. John's Road/Granite Road. There will be a letter forthcoming from the Ministry of Highways, however, due to the lateness of the season this parks related project will have to be undertaken in late 2011 or early 2012.

**New Business:**

1. Update on the Community Parks and the Summer Students  
Chairman McCorkell felt the summer students did a very good job at our parks and the Commission wishes to thank all of the students employed by the CVRD department this summer.

The sign for the Glenora Trails Head Park is still at the Bright Angel Park workshop and the Commission wishes to see it in place in advance of our community parks appreciation picnic which will be expanded upon later in the minutes.

Boys Road improvements seem to be ready to go as all the third party vehicles parked in the location have been moved and there is a small excavator on site.

The Commission was hoping that improvements at Wake Lake would be in place now but there has been no progress. This includes putting down a picnic table pad, the installation of the table and also the gate. Likely some of the work may have to be done in early 2012.

**2. Sahtlam Community Meeting and Information Mail-out.**

Paul Siade and Mike Lees presented the Commission with an outline of a short questionnaire to be circulated throughout the Sahtlam community prior to the September 22<sup>nd</sup> meeting. Some additional information including the time and date of the meeting will be included on the mail-out. Also there will be advertisements put in the local press in advance of the meeting and notices on area bulletin boards

Additional information will be presented at the meeting itself, including the changing demographics of the growing community and a short synopsis work undertaken by the Commission over the past couple of years, including the acquisition of Wake Lake.

The Commission felt that some small 8.5x 11 inch maps of the Sahtlam area should be available at the meeting so residents attending could mark them up and provide them to the Commission showing areas they feel should have new parks and recreation facilities or trails.

**3. The Community Parks Picnic at Glenora Trails Head Park will take place on Sunday September 18<sup>th</sup> between 11am and 3pm. Advertisements will be placed in both local papers on two different dates in advance of the event.**

**Other Business:**

Howard Heyd mentioned that there are more and more bikers coming out to our rural area parks and the roads are much too dangerous due to many being very narrow with many curves and hills used by many large logging trucks and other large vehicles. It was felt that we must insist that a paved portion adjacent the roads must be provided starting immediately. The Commission would request that the CVRD provide them with some maps of the area so members can indicate roads that are dangerous and need to be improved. The Commission would like to do this assessment at their next meeting.

**Next Meeting:**

The next meeting will be held on Tuesday October 4<sup>th</sup> at 7pm at the Glenora Community Hall.

**Adjournment**

The meeting was adjourned at 8:10 pm.





SEP 06 2011

Shawnigan Lake  
Area B Parks and Recreation Commission  
Meeting July 21/2011

Marg IN4

**Attendance:** Lorie Treloar, ~~Al Shaver~~, Gaileen Flamen, Catherine Whittome, *Al Brunet*  
Margaret Symon, Bill Savage

**Guest:** Brian Jackson

Meeting called to order at 705pm

Minutes approved from June 2011 meeting

**Road Ends-** On July 7<sup>th</sup> the commission visited a dozen road ends on the south east side of the lake, starting at Scobal road and finishing at Lakewood. Another site visit has been scheduled for the West Arm on July 27<sup>th</sup> @ 5:45 pm. Brian Jackson has volunteered his boat to take us out as it would be more beneficial to see these road ends from the water.

-Margaret had a discussion with Ken Cossey and Brian Farquar regarding road ends. The access's with problems such as encroachments and garbage should be documented and pictures would be beneficial in order to deal with these road ends. It has been suggested that the commission not acquire all 72 road ends at this time. We should prioritize about 25 of them and start negotiating for an agreement for a long term lease. Preferably a minimum lease of 50 years.

**Shawnigan Hills-** The Shawnigan Hills Park Tender for the construction of the washroom and shelter facility has gone out and the project is in progress. Ryan Diaz has informed us that an additional problem may arise with Hydro and an additional cost of up to \$30,000 might be required in order to rectify the situation. Bill Savage suggested that because Hydro has encroached on our parkland off of Sooke Lake Road without proper consent that Hydro might want to work with the commission to resolve this problem with little or no additional cost to the community.

**Old Mill Park-** This parkland is in need of a major cleanup and there will be a crew of volunteers assembled sometime in September to start work on in addressing this problem.

**Shawnigan Beach Estates-** The Greenbelt at the entrance to the Beach Estates is in the process of a cleanup and upgrade. Thanks to the efforts of Gaileen Flamen this upgrade is well underway. On August 15<sup>th</sup> there will be a site visit with a number of students and volunteers as well as some help from the Eco Village in Shawnigan Lake. A plan will be discussed and work should commence sometime in September to improve the entrance to the Beach Estates. A motion has been made "That if some trees need to be removed to improve this site the commission is in agreement." This motion is passed and the commission is unanimous.

**Greenbelts in the Beach Estates-** In order to keep all greenbelts in a natural state within the Shawnigan Beach Estates we request that an updated map be forwarded to the residents in this area. Also a follow up letter to the one sent to residents in May of 2011 should be sent and if required a third and final letter should follow in another 30 to 60 days reminding residents that any encroachments will be dealt with accordingly.

**Silvermine Trail-** The work on the Silvermine Trail is almost completed.

**Boating Safety Signs-** The wording on the boating safety signs were agreed upon by the C.V.R.D. as well as the R.C.M.P., it has been brought to the attention of the commission a number of times that, these signs have far to much information on them to read by passing motorists.

-A motion has been made "That the boating safety signage erected this year should be revisited because there is too much information for drivers to digest. A change to the wording should be simplified."  
Motion passed Unanimous

A request has been made that the C.V.R.D. invite someone from Transport Canada to one of our Fall Meetings in order to inform us of what we can or cannot do on the Lake regarding signage, buoys, etc.