



ELECTORAL AREA SERVICES COMMITTEE MEETING AGENDA

WEDNESDAY, JULY 19, 2017
BOARD ROOM
175 INGRAM STREET, DUNCAN, BC

1:30 PM

	<u>PAGE</u>
1. <u>APPROVAL OF AGENDA</u>	
2. <u>ADOPTION OF MINUTES</u>	
M1 Regular Electoral Area Services Committee meeting of July 5, 2017	1
Recommendation That the minutes of the regular Electoral Area Services Committee meeting of July 5, 2017, be adopted.	
3. <u>BUSINESS ARISING FROM THE MINUTES</u>	
4. <u>DELEGATIONS</u>	
D1 Clarice Iannidinardo, Re: Rezoning Application File N. 01-115RS	5
D2 Kelly Weeks, Re: Land Use and Zoning Around Lake Cowichan Particularly Area F and I	7
5. <u>CORRESPONDENCE</u>	
C1 Grant-in-Aid Request, Electoral Area B - Shawnigan Lake Re: Shawnigan Residents Association	9
Recommendation That it be recommended to the Board that a Grant-in-Aid, Electoral Area B - Shawnigan Lake, in the amount of \$1,500 be provided to Shawnigan Residents Association to support printing and distribution costs and the volunteer appreciation lunch.	
C2 Grant-in-Aid Request, Electoral Area E - Cowichan Station/Sahtlam/Glenora Re: Glenora Community Association	11
Recommendation That it be recommended to the Board that a Grant-in-Aid, Electoral Area E - Cowichan Station/Sahtlam/Glenora, in the amount of \$600 be provided to support Walden Park maintenance.	

- C3 Grant-in- Aid Request, Electoral Area E- Cowichan Station/Sahtlam/
Glenora Re: Vancouver Island Windsport Society 13

Recommendation That it be recommended to the Board that a Grant-in-Aid, Electoral Area E - Cowichan Station/Sahtlam/Glenora, in the amount of \$500 be provided to Vancouver Island Windsport Society to support and sponsor the 2017 Windfest Event in Nitinat Lake.

6. INFORMATION

- IN1 1. Area A Parks Commission Minutes - June 13, 2017; and 15
2. Area I Parks Commission Minutes - June 13, 2017.

Recommendation For information.

7. REPORTS

- R1 Application No. 04-C-17DP - Report from Development Services Division 19

Recommendation 1. That Development Permit 04-C-17DP be approved; and
2. That the General Manager of Land Use Services be authorized to permit minor revisions to the permit in accordance with the intent of development permit guidelines of Official Community Plan Bylaw No. 3510.

- R2 Requisition to Amend the Water and Sewer System Management Bylaws for
Arbutus Mountain Estates - Report from Water Management Division 43

Recommendation That the following bylaws be forwarded to the Board for consideration of three readings and adoption:
1. CVRD Bylaw No. 4136 – Arbutus Mountain Estates Water System Management Amendment Bylaw, 2017 and
2. CVRD Bylaw No. 4137 – Arbutus Mountain Estates Sewer System Management Amendment Bylaw, 2017

- R3 Requisition to Amend the Honeymoon Bay Water System Management Bylaw
No. 1607 to revise Schedule B to include a classification for RV Trailer Park, Not
Connected to Sewer - Report from Water Management Division 53

Recommendation That it be recommended to the Board that the Honeymoon Bay Water System Amendment Management Bylaw No. 4138 be considered for three readings and adoption.

R4 June 2017 Building Inspections Report - Report from Inspections & Enforcement Division 61

Recommendation For information.

R5 June 2017 Bylaw Enforcement Report - Report from Inspections & Enforcement Division 67

Recommendation For information.

8. UNFINISHED BUSINESS

UB1 Presentation from Lindley Little, RPF, Planning Forester , BCTS Strait of Georgia, Ministry of Forests, Lands and Natural Resource Operations, Re: Replacement of BCTS Strait of Georgia Business Area's East and Southwest Coast Forest Stewardship Plan. Referred from July 5, 2017, EASC meeting. 71

Recommendation For information.

UB2 Application No. 10-D-15DP - Report from Development Services Division, Referred from July 5, 2017 EASC Meeting 75

Recommendation That it be recommended to the Board:
1. That Development Permit Application No. 10-D-15DP (1725 Cowichan Bay Road) be approved subject to:
a)Receipt of cash-in-lieu of parking in the amount of \$4,000; and
b)Removal of the hanging signs from the corridor.
2. That the General Manager of the Land Use Services Department be authorized to permit minor revisions to the permit in accordance with the intent of development permit guidelines of Official Community Plan Bylaw No. 3605.

9. NEW BUSINESS

NB1 Grant-in-Aid Request, Electoral Area I - Youbou/Meade Creek Re: Youbou Community Association 115

Recommendation That it be recommended to the Board that a Grant-in-Aid, Electoral Area I – Youbou/Meade Creek, in the amount of \$500 be provided to Youbou Community Association to support new signage and the flower bed.

10. QUESTION PERIOD

11. CLOSED SESSION

Motion that the Closed Session Agenda be approved, and that the meeting be closed to the public in accordance with the *Community Charter* Part 4, Division 3, Section 90, subsections as noted in accordance with each agenda item.

CS R1 Verbal Report from the Manager, Inspection & Enforcement Division,
Re: Law Enforcement {Sub (1)(f)}

12. ADJOURNMENT

The next Electoral Area Services Committee Meeting will be held Wednesday, August 2, 2017 at 1:30 PM, in the Board Room, 175 Ingram Street, Duncan, BC.

Committee Members

Director I. Morrison, Chairperson
Director M. Marcotte, Vice-Chairperson
Director S. Acton

Director M. Clement
Director K. Davis
Director M. Dorey

Director L. Iannidinaro
Director K. Kuhn
Director A. Nicholson

Minutes of the Electoral Area Services Committee Meeting held on Wednesday, July 5, 2017 in the Board Room, 175 Ingram Street, Duncan, BC at 1:30 PM.

PRESENT: Director I. Morrison, Chair
Director S. Acton
Director M. Clement
Director K. Davis
Director M. Dorey
Director L. Iannidinardo
Director M. Marcotte
Director A. Nicholson

ALSO PRESENT: M. Tippet, A/GM, Land Use Services Department
R. Conway, Manager, Development Services
R. Blackmore, Manager, Inspection & Enforcement
B. Farquhar, Manager, Parks & Trails
R. Rondeau, Planner II
J. Hughes, Recording Secretary
K. Madge, Development Officer

ABSENT: Director K. Kuhn

APPROVAL OF AGENDA

It was moved and seconded that the agenda be amended with the addition of one New Business Item:

CSNB Verbal Report from Director M. Clement Re: Land Disposal {Sub (1)(e)}; and

that the agenda, as amended, be approved.

MOTION CARRIED

ADOPTION OF MINUTES

M1 Regular Electoral Area Services Committee meeting of June 21, 2017

It was moved and seconded that the minutes of the regular Electoral Area Services Committee meeting of June 21, 2017, be adopted.

MOTION CARRIED

CORRESPONDENCE

C1 Grant-in-Aid Request, Electoral Area C - Cobble Hill Re: Cowichan Secondary School

It was moved and seconded that it be recommended to the Board that a Grant-in-Aid, Electoral Area C - Cobble Hill, in the amount of \$500 be provided

to Cowichan Secondary School as an extra Bursary.

MOTION CARRIED

- C2** Grant-in-Aid Request, Electoral Area I - Youbou/Meade Creek Re: Cowichan Lake Days

It was moved and seconded that it be recommended to the Board that a Grant-in-Aid, Electoral Area I - Youbou/Meade Creek, in the amount of \$550 be provided to Cowichan Lake Days to support Lake Days Celebration Breakfast.

MOTION CARRIED

- C3** Grant-in-Aid Request, Electoral Area F - Cowichan Lake/South Skutz Falls Re: Vancouver Island Windsport Society (Windfest)

It was moved and seconded that it be recommended to the Board that a Grant-in-Aid, Electoral Area F - Cowichan Lake South/Skutz Falls, in the amount of \$1,000 be provided to Vancouver Island Windsport Society (Windfest).

MOTION CARRIED

- C4** Grant-in-Aid Request, Electoral Area F - Cowichan Lake South/Skutz Falls Re Honeymoon Bay Firefighters Association

It was moved and seconded that it be recommended to the Board that a Grant-in-Aid, Electoral Area F - Cowichan Lake South/Skutz Falls, in the amount of \$1,500 be provided to Honeymoon Bay Firefighters Association to support their 70th Anniversary Celebrations Summer 2017.

MOTION CARRIED

INFORMATION

- IN1** Letter dated June 13, 2017, from Lindley Little, RPF, Planning Forester, BC Timber Sales (BCTS) Strait of Georgia, Ministry of Forests, Lands and Natural Resource Operations, Re: Replacement of BCTS Strait of Georgia Business Area's East and Southwest Coast Forest Stewardship Plan

It was moved and seconded that Lindley Little, FPF, Planning Forester, BC Timber Sales (BCTS), Ministry of Forests, Lands and Natural Resource Operations, be invited to appear before the Electoral Area Services Committee, prior to the BCTS's deadline of August 11, 2017, regarding the review process for the replacement of its East and Southwest Coast Forest Stewardship Plan with a new Pacific Maritime Forest Stewardship Plan.

MOTION CARRIED

- IN2** Items 1 through 3 were received for information:
1. Area D Advisory Planning Commission Minutes - June 15, 2017;

2. Area C Parks Commission Minutes - June 5, 2017; and
3. Area E Special Parks Commission Minutes - June 8, 2017.

REPORTS

R1 Application No. 10-D-15DP - Report from Development Services Division

It was moved and seconded that Development Permit Application No. 10-D-15DP (1725 Cowichan Bay Road) be considered at a subsequent meeting when the applicants can attend.

MOTION CARRIED

R2 License of Use and Occupation Agreement for Camp Woodlands - Report from Parks & Trails Division

It was moved and seconded that it be recommended to the Board:

1. That a 25 year License of Use and Occupation Agreement with Scout Properties (BC/Yukon) Ltd. for use of 3.21 hectares of Bald Mountain Community Park to operate as a wilderness scout camp (Camp Woodlands), for a fee of \$10 be approved; and
2. That a Notice of Land Disposition, along with Notice of Intention to Provide Assistance be published pursuant to Sections 272 and 286 of the *Local Government Act* to advise the public of the CVRD's intent to enter into a 25 Year License of Use and Occupation Agreement with Scout Properties (BC/Yukon) Ltd., for the use of approximately 3.21 hectares of Bald Mountain Park as a wilderness scout campsite for a \$10 fee.

Director Clement was absent during the vote.

MOTION CARRIED

R3 2182 Lakeside Road (Area E) - Blue Grouse Estate Winery Ltd Application: Winery Lounge & Special Event Endorsement

It was moved and seconded that it be recommended to the Board that the Cowichan Valley Regional District does not wish to provide comments or recommendations to the Liquor Control and Licencing Branch with regard to the Application for a Winery Lounge & Special Event Area (SEA) Endorsements by Blue Grouse Estate Winery Ltd. located at 2182 Lakeside Road, Cowichan Station (Area E) and consideration be made to Agricultural Land Commission policy regarding "Gathering for an Event in the Agricultural Land Reserve".

MOTION CARRIED

R4 Amendments to the Dog Regulation Bylaw - Report from Inspection & Enforcement Division, were received for information.

R5 Soil Deposit Bylaw – Report from Inspection & Enforcement Division, was received for information.

R6 Fisher Road Park Parcels Update - Verbal Report from Brian Farquhar, Manager, Parks & Trails Division, was received for information.

CLOSED SESSION

3:33 PM 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)(g) Potential Litigation (1)(f) (2 Items); Law Enforcement (1)(f) (2 Items); and Land Disposition (1)(e).

MOTION CARRIED

RISE FROM CLOSED SESSION

4:32 PM It was moved and seconded that the Committee rise without report, and return to the Open portion of the meeting.

MOTION CARRIED

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

Chair

Recording Secretary

Dated: _____

Jennifer Hughes

From: noreply@civicplus.com
Sent: Thursday, July 06, 2017 3:11 PM
To: Jennifer Hughes; Kylie Madge; Mary Anne McAdam
Subject: Online Form Submittal: Electoral Area Services Committee

Electoral Area Services Committee

Request to Appear as a Delegation at the Electoral Area Services Committee

Electoral Area Services Committee meetings are held on the first and third Wednesdays of the month at 1:30 p.m.

Please Note: Contact information supplied by you and submitted with this form will become part of the public record and will be published in a meeting agenda that is posted online when this matter is before the Electoral Area Services Committee. If you do not wish this contact information disclosed, please contact the FOI Coordinator at 250.746.2507 or 1.800.665.3955 to advise.

Meeting Date	7/19/2017
Contact Information	
Contact Name	clarice Iannidinardo
Representing	Applicants of File no. 01-I15RS
Number Attending	3
Address	6627 lakes road
City	Duncan
Province	BC
Postal Code	v9l 5V9
Telephone Number	250-746-4715
Reply Email	mcmianni@shaw.ca
Presentation Topic and Nature of Request	a final appeal to the board on their decision regarding the above file.
Do you have a PowerPoint presentation?	Yes

Email not displaying correctly? [View it in your browser.](#)

Jennifer Hughes

From: noreply@civicplus.com
Sent: Tuesday, July 11, 2017 11:43 AM
To: Jennifer Hughes; Kylie Madge; Mary Anne McAdam
Subject: Online Form Submittal: Electoral Area Services Committee

Electoral Area Services Committee

Request to Appear as a Delegation at the Electoral Area Services Committee

Electoral Area Services Committee meetings are held on the first and third Wednesdays of the month at 1:30 p.m.

Please Note: Contact information supplied by you and submitted with this form will become part of the public record and will be published in a meeting agenda that is posted online when this matter is before the Electoral Area Services Committee. If you do not wish this contact information disclosed, please contact the FOI Coordinator at 250.746.2507 or 1.800.665.3955 to advise.

Meeting Date	7/19/2017
Contact Information	
Contact Name	Kelly Weeks
Representing	<i>Field not completed.</i>
Number Attending	1
Address	<i>Field not completed.</i>
City	<i>Field not completed.</i>
Province	<i>Field not completed.</i>
Postal Code	<i>Field not completed.</i>
Telephone Number	<i>Field not completed.</i>
Reply Email	kweeks@telus.net
Presentation Topic and Nature of Request	I would like to make a brief presentation on the land use and zoning around Lake Cowichan, particularly Area F and I.
Do you have a PowerPoint presentation?	<i>Field not completed.</i>

Email not displaying correctly? [View it in your browser.](#)



COWICHAN VALLEY REGIONAL DISTRICT Finance Division

SUBMISSION FOR A GRANT-IN-AID (ELECTORAL AREAS)

Submitted by Director S. Acton Area B

Grantee: _____ Grant Amount \$ 1500-

NAME: Shawnigan Residents Association

ADDRESS: PO Box 443
Shawnigan Lake, BC
VOR2WO

Contact Phone No: Calvin Cook (Chair) 250-208-2749

PURPOSE OF GRANT: Printing & Distribution of
Lake map for Respectful Use of the lake
and Volunteer Appreciation Lunch
for the Shawnigan Research Team.

REQUESTED BY: S. Acton
 Director's Signature

ACCOUNT NO.	AMOUNT
<u>01-2-1950-0387-112</u>	<u>1500.00</u>

FOR FINANCE USE ONLY

BUDGET APPROVAL A

Approval at Regional Board Meeting of _____

Finance Authorization



COWICHAN VALLEY REGIONAL DISTRICT

Finance Division

SUBMISSION FOR A GRANT-IN-AID (ELECTORAL AREAS)

Submitted by Director Nicholson Area E

Grantee: _____ Grant Amount \$ 600

NAME: Glenora Community Association

ADDRESS: 3660 Glenora Road Duncan
BC V9L 6S3

Contact Phone No: Frank McCorkell 250-748-3050

PURPOSE OF GRANT: Walden Park maintenance

REQUESTED BY: [Signature]
Director's Signature

ACCOUNT NO.	AMOUNT
<u>01-2-1950-0118-115</u>	<u>600.00</u>

FOR FINANCE USE ONLY

BUDGET APPROVAL [Signature]

Approval at Regional Board Meeting of _____

Finance Authorization

CVRD RECEIVED
JUL - 6 2017



Finance Division

COWICHAN VALLEY REGIONAL DISTRICT

SUBMISSION FOR A GRANT-IN-AID (ELECTORAL AREAS)

Submitted by Director Nicholson Area E

Grantee: _____ Grant Amount \$ 500

NAME: Vancouver Island Windsport Society

ADDRESS: 7283 Bell McKinnon Rd.
Duncan BC V9L 6A8.

Contact Phone No: Luke Acker 250-884-6408

PURPOSE OF GRANT: Support and sponsor the 2017
Windfest event in Nitinat Lake.

REQUESTED BY: [Signature]
Director's Signature

ACCOUNT NO.	AMOUNT
<u>01-2-1950-0412-115</u>	<u>500.00</u>

FOR FINANCE USE ONLY

BUDGET APPROVAL A

Approval at Regional Board Meeting of _____

Finance Authorization _____



**Minutes
Area A – Mill Bay/Malahat Parks Commission
June 13, 2017**

Present: Brook Adams, Nancy Crichton, Bonnie Mills, April Tilson,

Apologies: Libbie Connor, Director Kerry Davis, David Keir and Alternate, Blaise Salmon

Old Business:

Brian Farquhar, Manager, Parks & Trails Division, reported that staff have been in contact with property owners with regard to the section of trail that is currently in stage 1 of construction on the dedicated trail corridor which parallels properties on Pratt Road. Options for completing this trail are currently being investigated by staff given issues raised by property owners (natural grade/slope of trail is higher than the excavated /leveled backyards of the residential lots established on Pratt Road).

Report from Ryan Dias, Further to the Mill Springs trail: The trail project is on hold while we investigate an option of removing a portion of the trail surface material to the adjacent property which is owned by Brentwood. They are reviewing our request at this time and should get back to us

New Business:

Memorial Benches have been placed at water access areas. There may be more sites which would lend themselves to viewing water and allow people to sit and enjoy.

MOTION: that future sites be identified for placement of memorial benches in the Mill Bay area, specifically water access sites.

After discussion of the lack of garbage containers and ensuing litter in our walking areas, a motion was made:

MOTION: that consideration should be made for the placement of garbage cans at all trail heads in Area A.

Anticipate next meeting to be held in September, second Thursday of the month

Meeting was concluded at 7:55 p.m.



Minutes of the regular meeting of the Area I (Youbou/Meades Creek) Parks Commission

Held in the Upper Community Hall, 8550 Hemlock Street, Youbou, BC on
Tuesday, June 13, 2017 at 7:06 p.m.

Present: Chairperson Marcia Stewart

Vice Chair Rob Somers

Don Macdonald

Duncan Hume

Area Director – Klaus Kuhn

Approval of Agenda:

It was moved and seconded that the agenda be approved.

Motion carried.

Adoption of Minutes:

It was moved and seconded that the minutes of the regular Area I (Youbou/Meades Creek) Parks Commission meeting held on May 16, 2017 be adopted.

Motion carried.

Correspondence

REPORTS

Area I_Director: -The Nantree/Peri Rd rezoning application is due for a decision June 14th.

The Shaw Creek rezoning application will possibly be decided in July.

Cowichan Lake Recreation: The new data base, “ReConnect Cowichan” is up and running and going through some early difficulties as far as public use is concerned. However, as with all new systems, problems are expected and will be dealt with.

1. There will be a Canada Day celebration at Mesachie Lake Sky Dome to honour Canada 150.

There will also be Bay Days celebration July 15 in Honeymoon Bay and the Youbou Regatta Aug 12. Don Macdonald, Klaus Kuhn and Rob Somers have all volunteered to help at the regatta in the concession tent.

Chairperson Report: Marcia Stewart will be attending the CVRD Parks Commission chairs meeting June 21st.

CVRD Report: A member of the Youbou Community Association inquired at the CVRD office about the use of public road accesses (road ends) for use as park. Graham Gidden explained that these road accesses are Dept. of Highways property and the CVRD is not able to fund any maintenance for these lakefront properties.

OB 1: Arbutus Park Revitalization – Budget reduced from \$290,000 to \$245,000

OB 2: Carly Cove – No new information

OB 3: Shaw Creek – A decision on rezoning is expected in July.

OB 4: Mile 77 Park – The picnic shelter, proposed by Greg Adams and his Laketown Ranch group is still in the works. There is no definite date for start of construction and the CVRD will require a letter from Mr. Adams with his proposal prior to start.

NB 1: Invasive Plant Species Inventory – This has been proposed for Area I parks at a cost of \$2,500. We feel this is an unnecessary expense and that these funds could be better used for the Arbutus Park upgrade.

Motion – To eliminate funding for an invasive plant species inventory of Area I parks and apply it to the Arbutus Park Upgrade. **Motion seconded. Motion carried.**

NB 2: All park bookings must go through Graham Gidden of the CVRD Parks and Trails Dept.

NB 3: Youbou vandalism at the Little League Park, near the children's play area. The grass was chewed up in one area by a 4 wheel drive vehicle but there was no damage to the irrigation system and the damaged grass was repaired at a cost of \$1500. The Parks Commission recommends placement of a large rock or concrete barrier to block access at the east end of the existing line of concrete barriers on Bremner Rd. Duncan Hume will speak to an area resident and see if this can be done at no cost to the CVRD.

NB 4: The gate keeper positions for Mile 77 Park and the Little League Park have been filled.

Adjournment

It was moved and seconded that the regular meeting of Area I Parks Commission be adjourned.

Motion Carried

Meeting adjourned at 8:35 p.m.

The next regular meeting is scheduled for Tuesday, July 11, 2017



STAFF REPORT TO COMMITTEE

DATE OF REPORT July 10, 2017

MEETING TYPE & DATE Electoral Area Services Committee Meeting of July 19, 2017

FROM: Development Services Division
Land Use Services Department

SUBJECT: Development Permit Application 04-C-17DP (3433 Ravenscrest Rd)
PID: 016-471-733

FILE: 04-C-17DP

PURPOSE/INTRODUCTION

To present a development permit application for a subdivision that would create one new lot.

RECOMMENDED RESOLUTION

That it be recommended to the Board

1. That Development Permit 04-C-17DP be approved; and
2. That the General Manager of Land Use Services be authorized to permit minor revisions to the permit in accordance with the intent of development permit guidelines of Official Community Plan Bylaw No. 3510.

BACKGROUND

Background Information:

Location of Subject Property: 3433 Ravenscrest Rd

Size of Land Parcel: 2.06 hectares (5 acres)

OCP Designation RR - Rural Residential

Existing Zoning RR-3

Min. Permitted Parcel Size 1 hectare (2.5 acres)

Use of Property: Residential

Use of Surrounding Properties:

North	Park P-1
East	Residential RR-3
South	Residential RR-3
West	Residential RR-3

Road Access: Ravenscrest Rd

Water: Well

Sewage Disposal: Septic

Environmentally Sensitive Areas: None identified

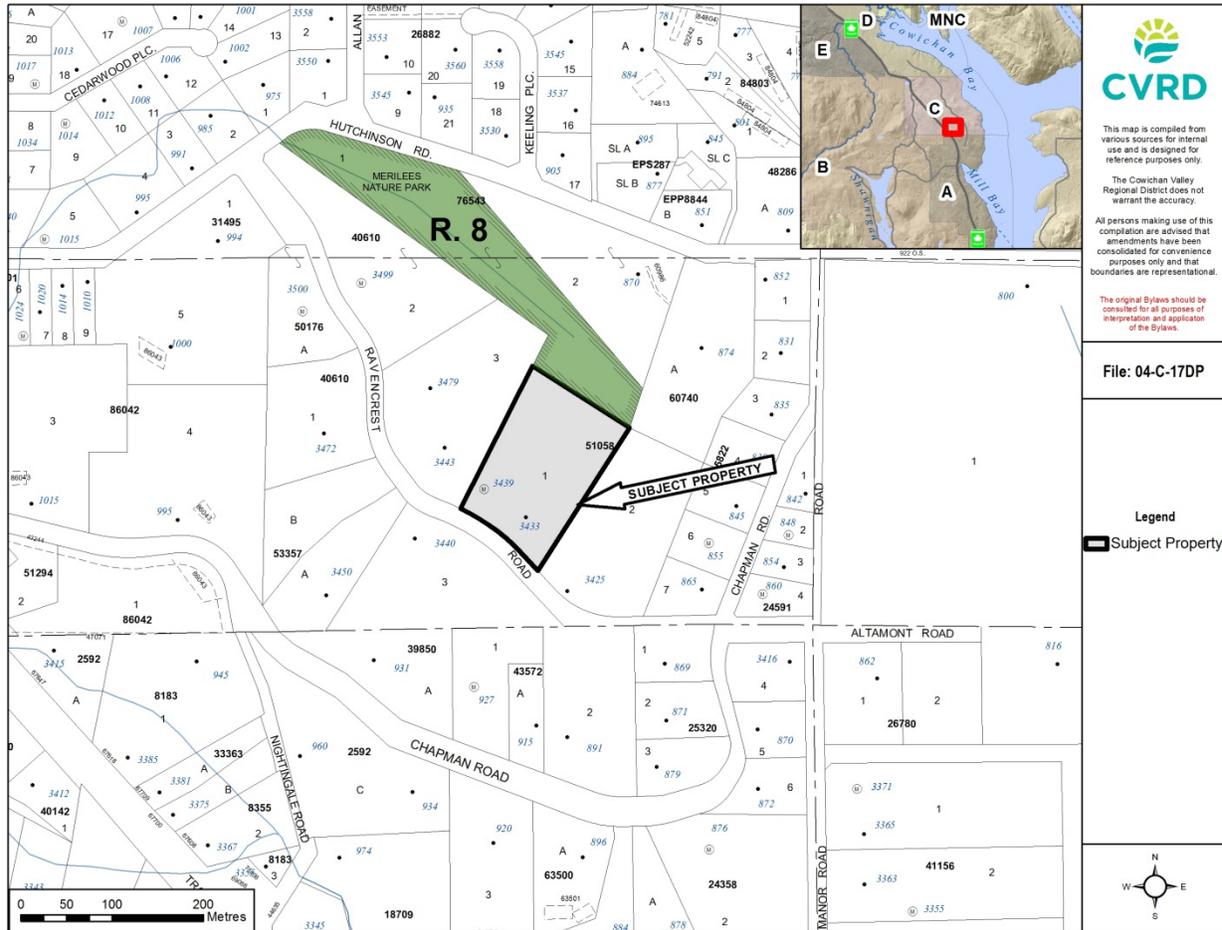
Fire Protection: Mill Bay Volunteer Fire Department

Wildfire Hazard Rating: High

Archaeological Site: None identified

ALR Status: Outside of ALR

LOCATION MAP



APPLICATION SUMMARY

The subject property is located at 3433 Ravencrest Road in Electoral Area C (see Attachment A). The applicant is requesting to subdivide the 2.06 hectare parcel into two separate lots (see Attachment B). Lot A is proposed to be 1.01 hectares in size and proposed Lot B (parent parcel) is proposed to be 1.05 hectares in size. Proposed Lot A currently includes a mobile home and shed. Proposed Lot B includes an existing dwelling and shop. No new buildings or structures are proposed in conjunction with this subdivision request. The existing lot is largely forested, except for areas that have been cleared to allow for driveway access, buildings and structures.

COMMISSION / AGENCY / DEPARTMENTAL CONSIDERATIONS

This application was not referred to the Electoral Area C Advisory Planning Commission (APC), as the CVRD Fees and Procedures Bylaw exempts referral of development permit applications for the subdivision of three lots or less.

OFFICIAL COMMUNITY PLAN/POLICY CONSIDERATIONS

Official Community Plan No. 3510

The subject property is designated RR – Rural Residential, and subject to the South Cowichan Rural Development Permit Area guidelines (see Attachment C). Applicable guidelines include:

- Section 24.4.1A – Management of Invasive Species
- Section 24.4.6A – Rainwater Management
- Section 24.4.14A – Subdivision (Tree retention)

Section 24.4.15A – Wildfire Interface

Zoning Bylaw No. 3520

The property is zoned RR-3 (Rural Residential), which permits a minimum parcel size of 1 hectare (see Attachment D).

Subdivision Bylaw No. 1215

Every proposed subdivision which is not served by a community water system must provide proof of potable water and that the water quality meets the conditions of the British Columbia Drinking Water Quality Standards. All testing and reports related to groundwater supply must be submitted to the CVRD for review prior to subdivision approval.

PLANNING ANALYSIS

The following section demonstrates how the application meets the South Cowichan Rural Development Permit Area guidelines.

24.4.1A General Guidelines – Invasive Species

The eradication of invasive species is a requirement of the development permit. No invasive species were found on the lot; however, because of the size of the lot, it is a possibility that invasive species do exist. In which case removal of all invasive species would be required.

24.4.6A – Rainwater Management

Runoff from the development must be controlled to prevent rainwater flows from damaging roads, surrounding properties and sensitive watershed features. Given the small footprint of the existing buildings, and that no new buildings or structures are proposed in conjunction with this subdivision application, Staff do not believe there will be any adverse impacts on the adjacent properties or watershed.

24.4.14A - Subdivision (Tree Retention)

The guidelines recommend that the removal of trees should only be permitted where necessary and where alternate vegetation and water retention measures can be achieved. The applicant has expressed a desire to retain the majority of the trees onsite.

24.4.15A – Wildfire Interface

With the subject property located in a high risk wildfire zone and outside of a village containment boundary, wildfire interface guidelines apply to the construction of buildings. As no new buildings are currently proposed on site, the wildfire interface guidelines will not apply. Any new buildings will be subject to the wildfire interface guidelines at the building permit stage.

This application satisfactorily meets the relevant guidelines outlined in the South Cowichan Official Community Plan and is consistent with the Electoral Area C – Zoning Bylaw No. 3520. Staff is recommending Option 1 below.

OPTIONS

Option 1:

That it be recommended to the Board:

1. That Development Permit 04-C-17DP 3433 Ravencrest Rd, be approved; and
2. That the General Manager of Planning & Development be authorized to permit minor revisions to the permit in accordance with the intent of development permit guidelines of Official Community Plan Bylaw No. 3510.

Option 2:

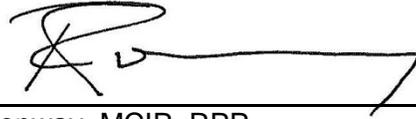
That it be recommended to the Board that Development Permit No. 04-C-17DP3433 Ravenscrest Rd, be denied.

Prepared by:



Kasia Biegun, BA, MPLAN
Planner I

Reviewed by:



Rob Conway, MCIP, RPP
Manager



Mike Tippett, MCIP, RPP
General Manager

ATTACHMENTS:

- Attachment A – Ortho
- Attachment B – Proposed Subdivision Plan
- Attachment C – OCP Designation & Guidelines
- Attachment D – Zoning
- Attachment E – Draft Development Permit

ATTACHMENT A



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

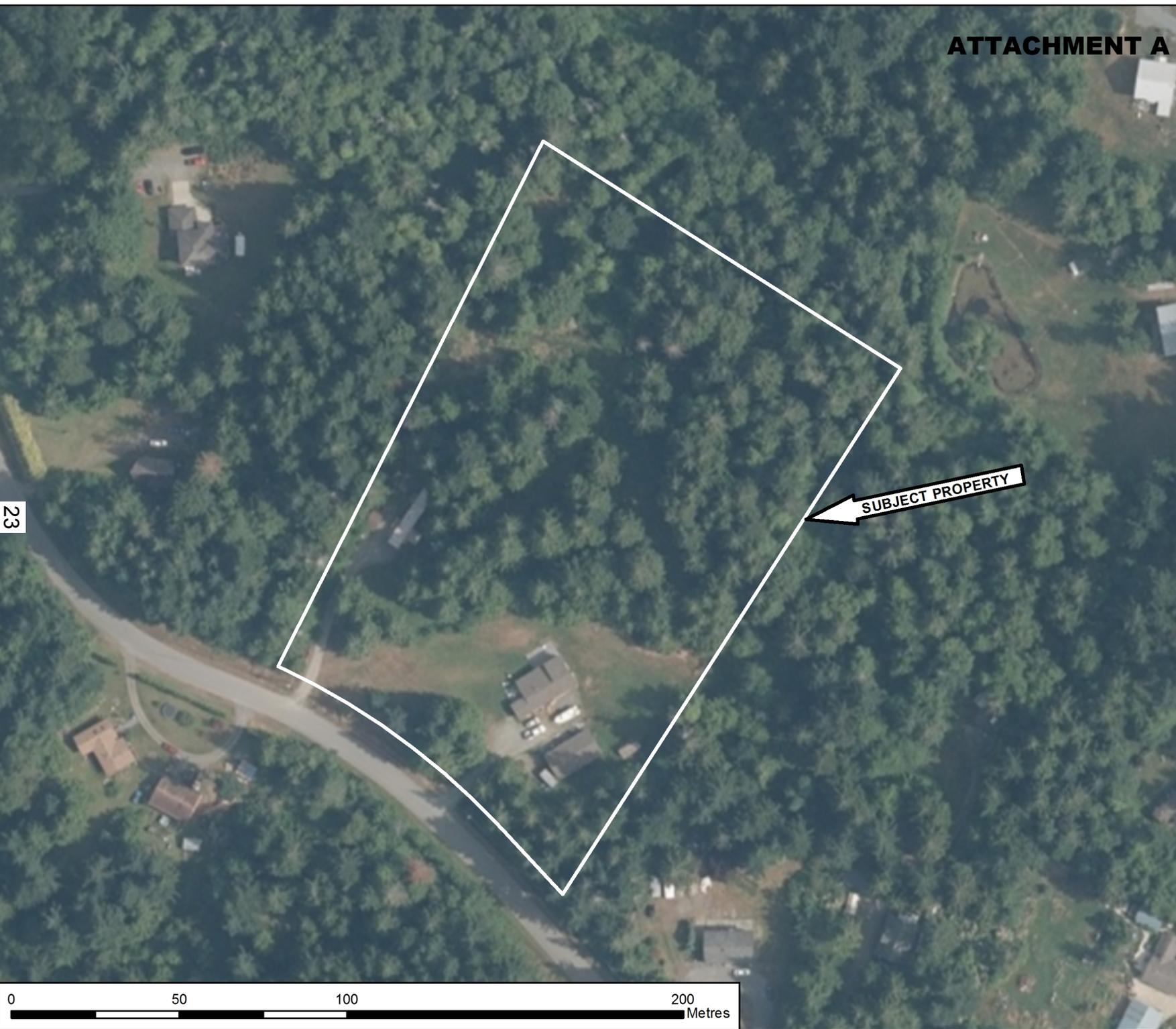
The Cowichan Valley Regional District does not warrant the accuracy.

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

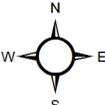
The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

File: 04-C-17DP

**TRIM
Orthophoto
(2014)**



23

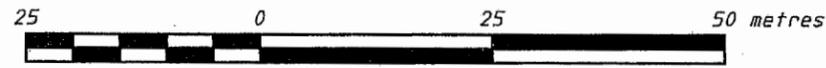


R1

R1

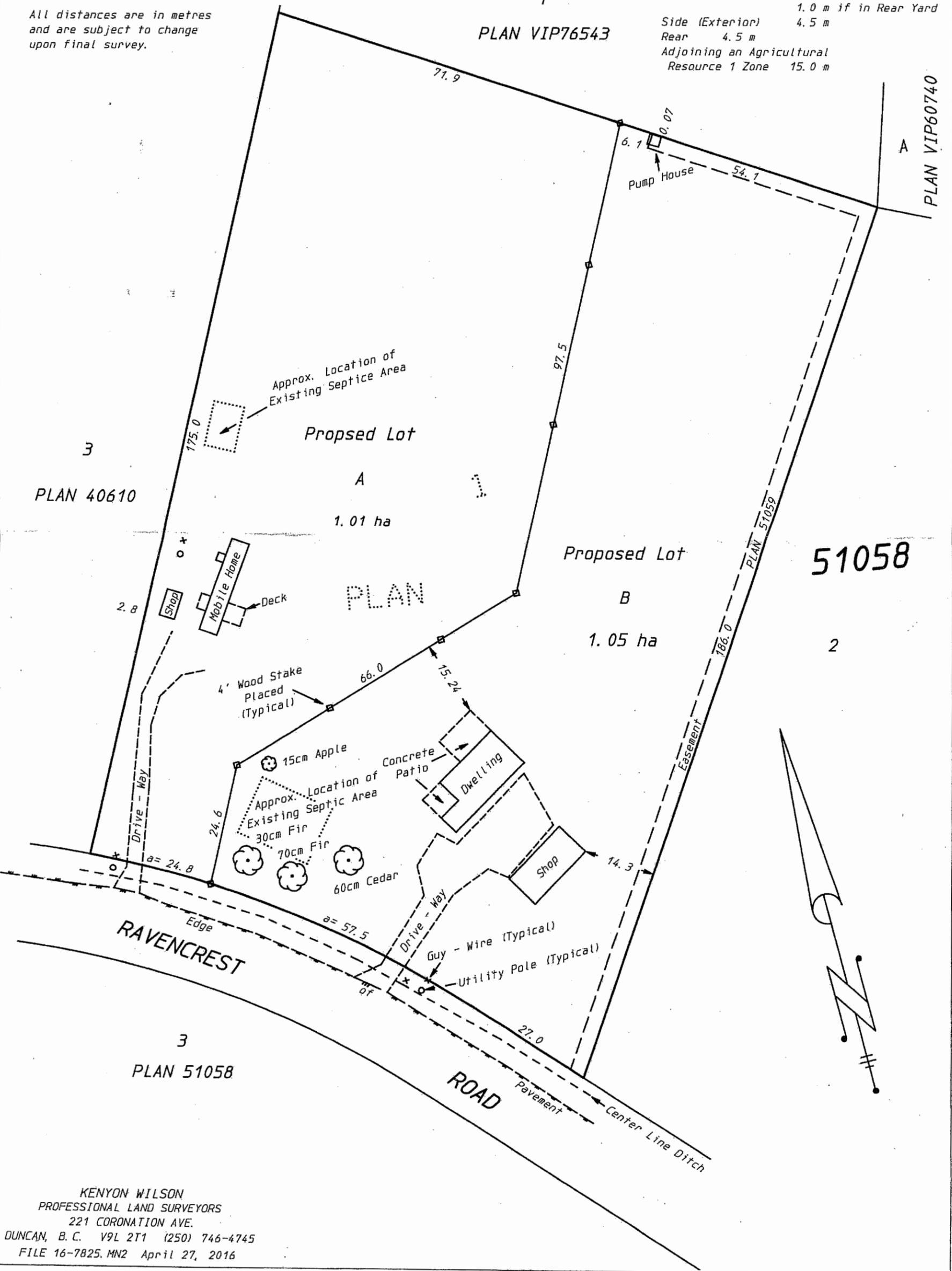
**PLAN OF PROPOSED SUBDIVISION OF
LOT 1, SECTION 11, RANGE 8,
SHAWNIGAN DISTRICT, PLAN 51058.**

SCALE 1 : 750

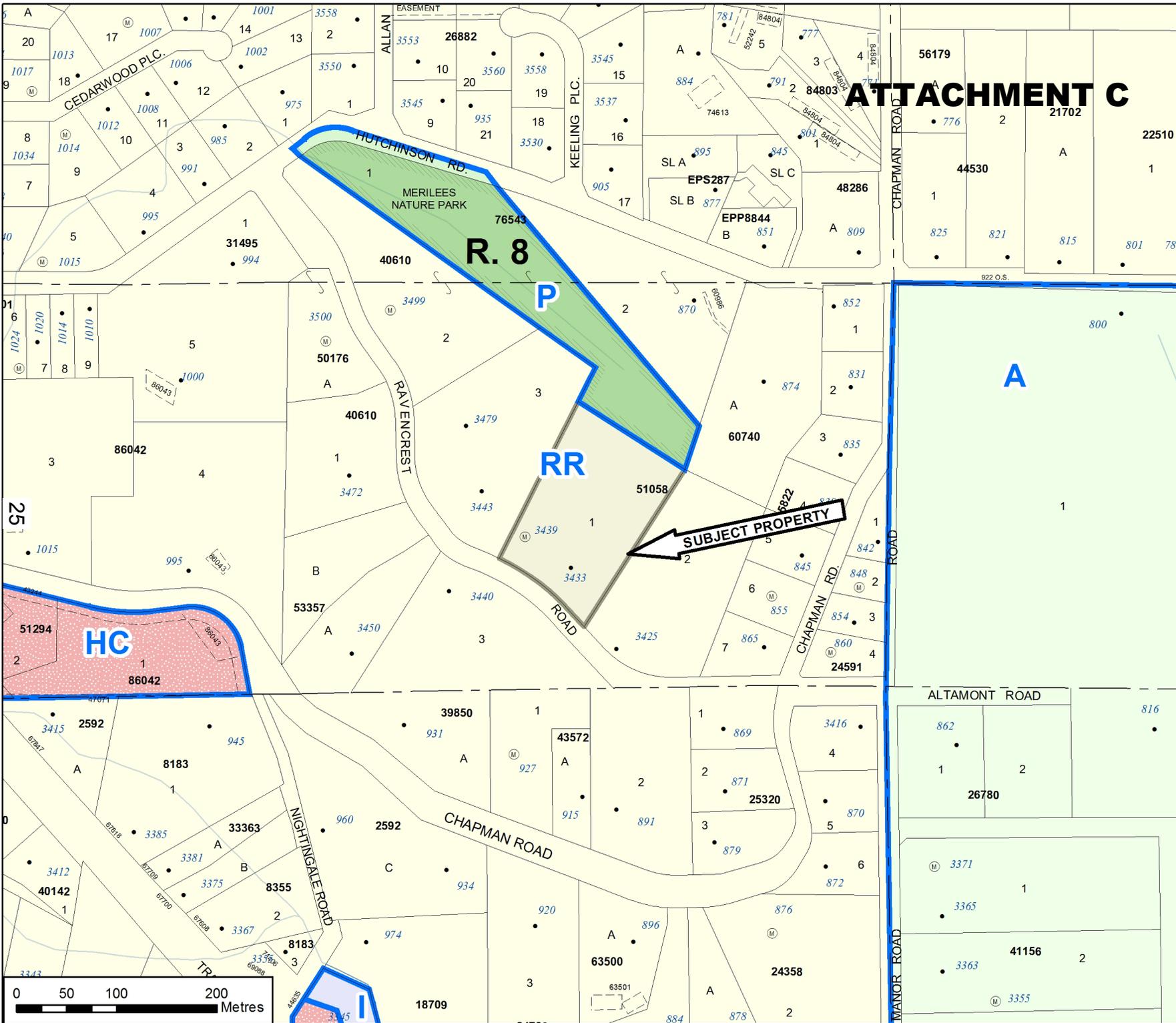


All distances are in metres
and are subject to change
upon final survey.

Note: Lot 1 lies within the Area C and is Zoned RR-3.
Bylaw setback requirements are as follows:
Principal Uses :
Front 7.5 m
Side (Interior) 3.0 m
Side (Exterior) 4.5 m
Rear 4.5 m
Residential Accessory Uses :
Front 7.5 m
Side (Interior) 3.0 m
Side (Exterior) 1.0 m if in Rear Yard
Rear 4.5 m
Adjoining an Agricultural Resource 1 Zone 15.0 m



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FILE 16-7825.MN2 April 27, 2016



ATTACHMENT C



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

The Cowichan Valley 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.

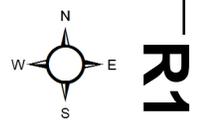
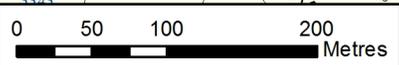
The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

File: 04-C-17DP

OCP

Legend

-  Subject Property
-  OCP A,B,C





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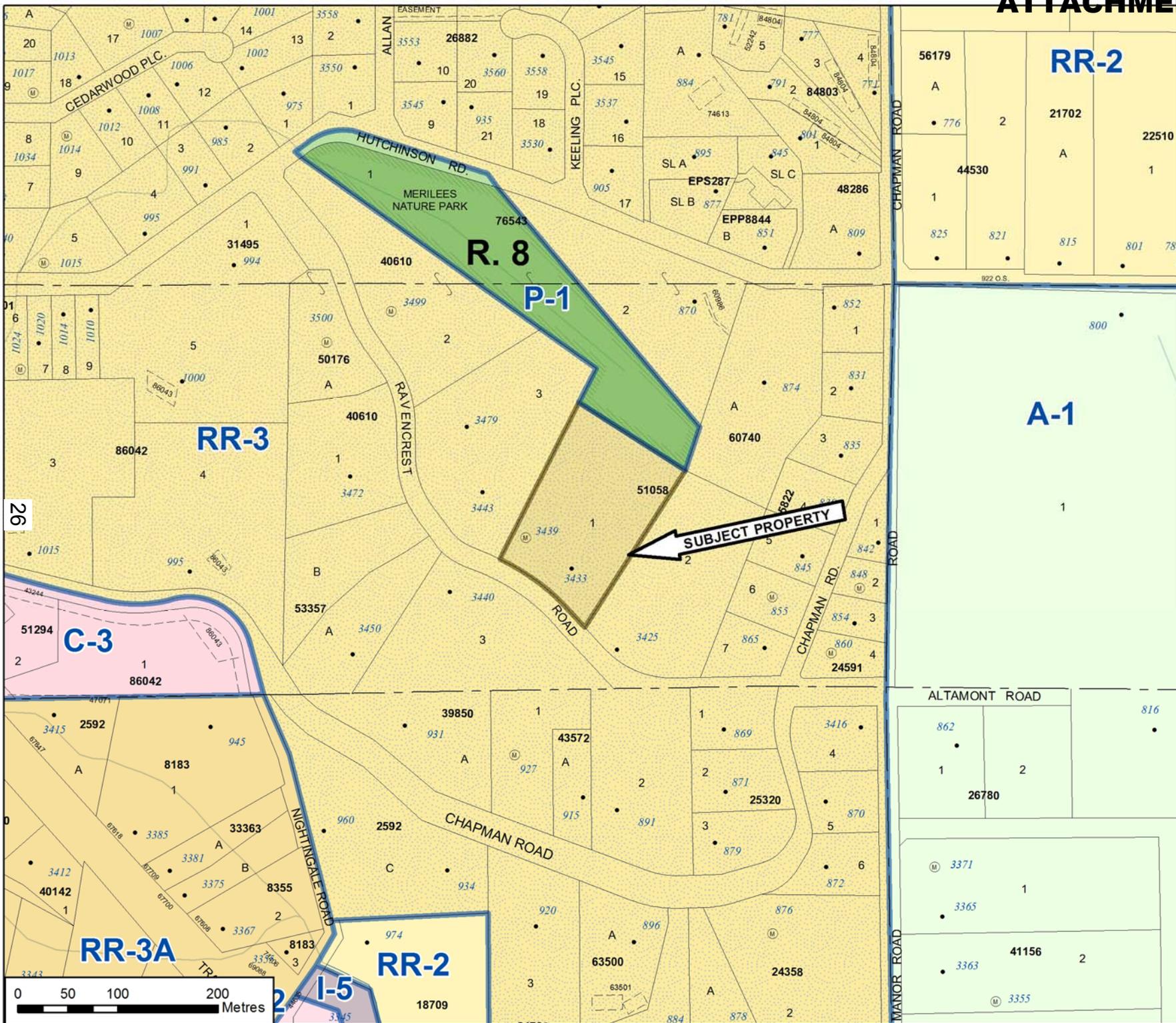
The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

File: 04-C-17DP

ZONING

Legend

-  Subject Property
-  Zoning AC



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R1

6. Minimum Parcel Size

The minimum parcel size in the RR-2 Zone is 2 hectares for all lands except those located within Blocks 156, 201, 361 and 791 of the Malahat District (commonly known as Goldstream Heights).

10.3 RR-3 RURAL RESIDENTIAL 3 ZONE

Subject to compliance with the general regulations set out in Parts 4, 5, 6 and 7 of this Bylaw, the following regulations apply in the RR-3 Zone:

1. Permitted Uses

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

- a. Single-family dwelling;
- b. Horticulture;

The following accessory uses are permitted in conjunction with a single-family dwelling in the RR-3 Zone:

- c. Accessory dwelling unit or secondary suite;
- d. Bed and breakfast accommodation;
- e. Farm gate sales;
- f. Home-based business;
- g. Limited agriculture subject to Sections 4.14 and 10.3.6;
- h. Unlicensed daycare and group daycare.

2. Parcel Coverage

The parcel coverage in the RR-3 Zone shall not exceed 20 percent of parcel area, or 500 m², whichever is less, for all buildings and structures.

3. Building Height

The height of buildings and structures in the RR-3 Zone shall not exceed:

- a. 10 metres for a principal building and structure;
- b. 7.5 metres for an accessory building and structure.

4. Setbacks

The following minimum setbacks for buildings and structures apply in the RR-3 Zone:

Type of Parcel Line	Principal Uses	Residential Accessory Uses	Limited Agricultural Uses
Front	7.5 metres	7.5 metres	15 metres
Interior Side	3 metres	3 metres; 1 metre if in rear yard	15 metres
Exterior Side	4.5 metres	4.5 metres	15 metres
Rear	4.5 metres	4.5 metres	15 metres
Adjoining an Agricultural Resource 1 Zone	15 metres	15 metres	4.5 metres

5. Minimum Parcel Size

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

- a. 1 hectare for parcels not serviced by a community water system;
- b. 4000 m² for parcels that are serviced by a community water system.

6. Special Use Regulation for Limited Agriculture

Notwithstanding that limited agriculture is an accessory use to a single family dwelling, where a parcel without a single family dwelling on it in the RR-3 Zone shares a parcel line with another parcel in any zone upon which the owner of both parcels resides, limited agricultural uses are permitted on the RR-3 parcel without a single family dwelling.

10.4 RR-3A RURAL RESIDENTIAL 3A ZONE

Subject to compliance with the general regulations set out in Parts 4, 5, 6 and 7 of this Bylaw, the following regulations apply in the RR-3A Zone:

1. Permitted Uses

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

- a. Single-family dwelling;
- b. Horticulture;

The following accessory uses are permitted in conjunction with a single-family dwelling in the RR-3A Zone:

- c. Accessory dwelling unit or secondary suite;
- d. Bed and breakfast accommodation;
- e. Farm gate sales;
- f. Home-based business;
- g. Limited agriculture, subject to Sections 4.14 and 10.4.7;
- h. Unlicensed daycare and group daycare.

2. Parcel Coverage

The parcel coverage in the RR-3A Zone shall not exceed 20 percent of parcel area, or 500 m², whichever is less, for all buildings and structures.

3. Building Height

The height of buildings and structures in the RR-3A Zone shall not exceed:

- a. 10 metres for a principal building and structure;
- b. 7.5 metres for an accessory building and structure.

4. Setbacks

The following minimum setbacks for buildings and structures apply in the RR-3A Zone:

Type of Parcel Line	Principal Uses	Residential Accessory Uses	Limited Agricultural Uses
Front	7.5 metres	7.5 metres	15 metres
Interior Side	3 metres	3 metres; 1 metre if in rear yard	15 metres



COWICHAN VALLEY REGIONAL DISTRICT

DEVELOPMENT PERMIT

FILE NO: 04-C-17DP

DATE: _____

REGISTERED PROPERTY OWNER(S):

1. This Development Permit is 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 Permit applies to and only to those lands within the Regional District as described below:

Lot 1, Section 11, Range 8, Shawnigan District, Plan 51058

3. **Authorization is hereby given for subdivision to create one new lot in accordance with the Schedules A, B, C, D & E and the following:**

Prior to issuance of a Development Permit:

Removal of all invasive plants, and replanting with non-invasive plants on the subject property, in accordance with Schedule B.

Prior to issuance of a Building Permit for any new buildings or structures:

1. Implementation of the Rainwater Management Guidelines, in accordance with Schedule C.
2. Implementation of the Wildfire Interface Guidelines, in accordance with Schedule E.

4. The following Schedules are attached:

Schedule A – Proposed Subdivision Plan

Schedule B – Invasive Species Guide

Schedule C – Rainwater Management Guidelines, as per the South Cowichan Official Community Plan (Bylaw No. 3510)

Schedule D – Subdivision Guidelines, as per the South Cowichan Official Community Plan (Bylaw No. 3510)

Schedule E – Wildfire Interface Guidelines, as per the South Cowichan Official Community Plan (Bylaw No. 3510)

- 5. The land described herein shall be developed in substantial compliance with the requirements and provisions of this Permit, and any plans and specifications attached to this Permit shall form a part thereof.
- 6. 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.

Construction is considered to be substantially started when a valid building permit for the development has been issued and shall not have lapsed; and excavation or construction works associated with the development, hereby approved, must have commenced to the satisfaction of the General Manager of Planning & Development. Demolition does not constitute construction.

This Permit is not a building permit or subdivision approval. No certificate of final completion or recommendation of subdivision approval by the Cowichan Valley Regional District shall be issued until all items of this Development Permit have been complied with to the satisfaction of the Planning & Development Department.

ISSUANCE OF THIS PERMIT HAS BEEN AUTHORIZED BY RESOLUTION NO. _____ PASSED BY THE BOARD OF THE COWICHAN VALLEY REGIONAL DISTRICT THE _____ DAY OF _____, 2016_.

I HEREBY CERTIFY that I have read the terms and requirements 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 _____ (owner), other than those contained in this Permit.

Owner (signature)

Witness (signature)

Print Name

Print Name

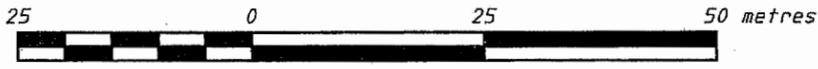
Date

Date

R1

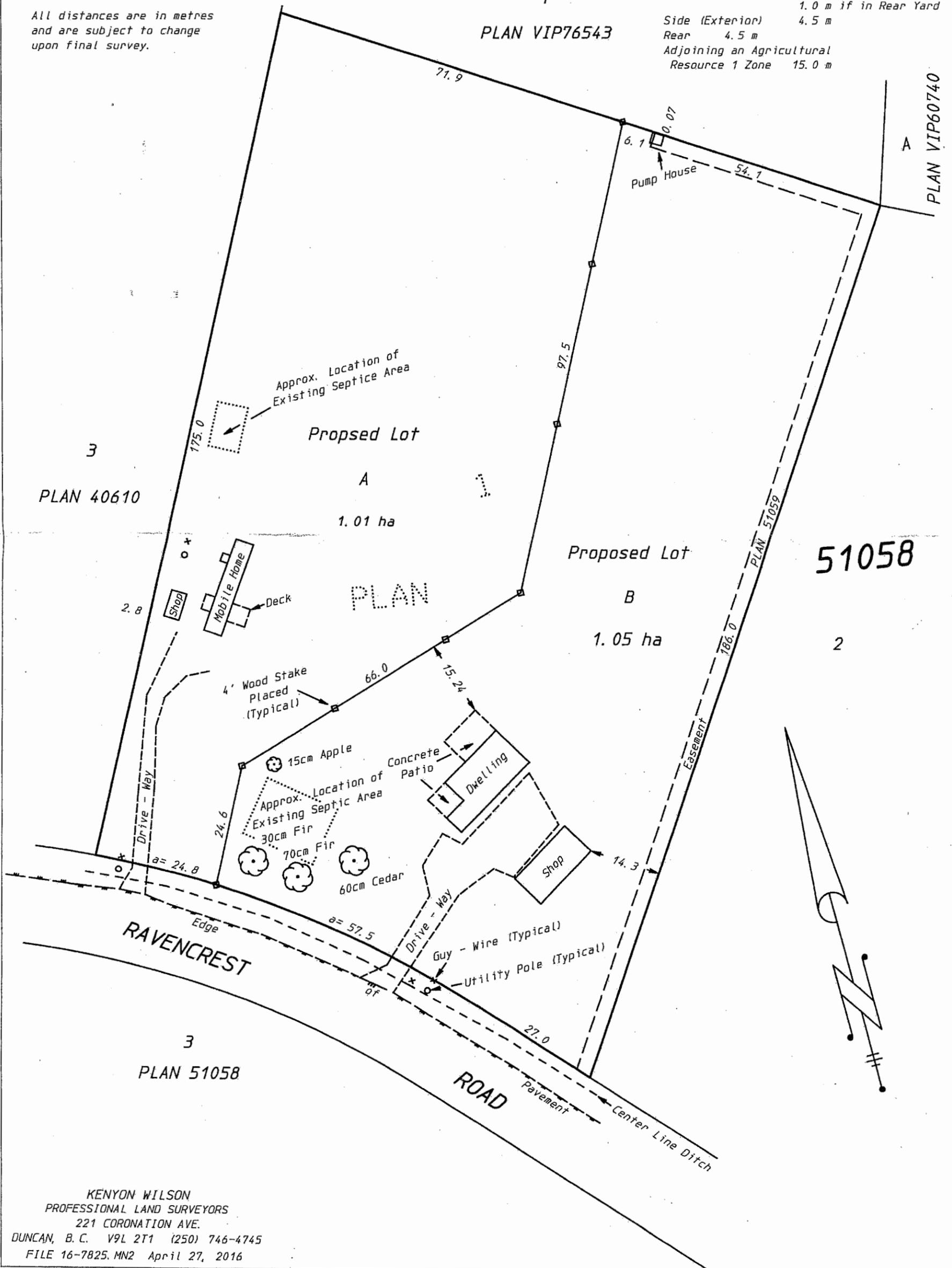
PLAN OF PROPOSED SUBDIVISION OF
 LOT 1, SECTION 11, RANGE 8,
 SHAWNIGAN DISTRICT, PLAN 51058.

SCALE 1 : 750



All distances are in metres
 and are subject to change
 upon final survey.

Note: Lot 1 lies within the
 Area C and is Zoned RR-3.
 Bylaw setback requirements are as follows:
 Principal Uses :
 Front 7.5 m
 Side (Interior) 3.0 m
 Side (Exterior) 4.5 m
 Rear 4.5 m
 Residential Accessory Uses :
 Front 7.5 m
 Side (Interior) 3.0 m
 Side (Exterior) 4.5 m
 Rear 4.5 m
 Adjoining an Agricultural
 Resource 1 Zone 15.0 m



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24.4 Rural Development Permit Area: GUIDELINES and EXEMPTIONS

Prior to commencing any development, including subdivision, construction or land clearing, on lands within the South Cowichan Rural Development Permit Area, unless exempted below, the owner will submit information that demonstrates how the proposed development meets the guidelines in the following Sections:

24.4.1A General Guidelines

1. In all cases where a development permit is required, the eradication of invasive weeds, such as English Ivy, Scotch Broom, Gorse, Himalayan Blackberry, Morning Glory and Purple Loosestrife, and other non-native invasive weeds listed by the Coastal Invasive Plant Committee and the BC Landscape and Nursery Association, will be a requirement of the development permit.
2. In all cases where a development permit is required, the best management practices within the Ministry of Environment *Develop with Care: Environmental Guidelines for Urban and Rural Land Development in British Columbia* will be encouraged.
3. Where the Regional District considers that construction would be on land that is subject to or is likely to be subject to flooding, mud flows, debris flows, debris torrent, erosion, landslide, rock falls, subsidence or avalanche, the applicant may be required to provide a report certified by a professional engineer with experience in geo-technical engineering indicating that the development will not result in property damage or the loss of life on the site or in the surrounding area.

24.4.1B General Guideline Exemptions

The General Guidelines do not apply to development that does not require a develop permit under Sections 24.4.2 through 24.4.15.

What are Invasive Species?

They are plants, animals and organisms from another country or region that have the potential to negatively impact humans, animals and ecosystems. Invasive species are also known as non-native, weeds or exotic species and are distinct in their ability to spread rapidly and displace native plants.

Why Should We Care?

The impacts associated with the introduction and spread of invasive species is not unique to one industry, organization or community - all citizens are affected. Invasive species are the second greatest threat to biodiversity, after habitat loss. Many rare ecosystems, like Garry Oak Meadows, within the Coastal ISC management area are under threat from invasive plants.

Social

Some invasive plants can cause skin burns and rashes, worsen allergies, or be toxic to people and pets; and in extreme cases cause death.

Economic

Invasive species can damage private property and infrastructure and reduce land values. According to Environment Canada, invasive species damage to agriculture and forest industries results in an estimated \$7.5 billion of lost revenue annually.

Environmental Impacts

Invasive species can change the way our natural areas look, feel and function. Serious impacts include the alteration of long-established food webs between indigenous species, disruption of pollination patterns and biodiversity reduction.

Our Mission

“Support collaborative and ecologically sound invasive alien species management through efficient use of available resources.”

Report Invasive Species Four easy ways!

1. **Smartphone Report-A-Weed App**
2. **Email a photo to:**
info@coastalisc.com
3. **Call 1-844-298-2532 (Courtenay) to report within Coastal Communities**
4. **Online Report-A-Weed Wizard:**
www.for.gov.bc.ca/hra/plants/raw.htm



Visit us online
www.coastalisc.com

R1

Get to Know Invasive Species!

On Vancouver Island, the Gulf Islands and Sunshine Coast

Partnerships at work, reducing the threat of invasive species



Who is Coastal ISC?

The Coastal ISC is a non-profit society that collaborates with partners to improve invasive species management and education on Vancouver Island, the Gulf Islands and the Sunshine Coast; as part of a province-wide effort to reduce the impacts of invasive species.

What is Coastal ISC doing?

With many invaders in our region and limited resources, it is important to be strategic about management. Early Detection Rapid Response (EDRR) is an approach to managing invasive species that aims to prevent establishment in the first place. Early detection of newly arrived invasive species, followed by a well coordinated rapid response, will increase the likelihood of eradication or containment of new invasions.

EDRR has proven to be the most cost effective means of controlling the expansion of invasive species. Coastal ISC maintains a Priority List of invasive plants which are divided into the management categories Prevent, Eradicate, Contain and Control, based on the status of spread through the region as a whole. A complete list of Priority plants can be found on our website.

Coastal ISC Service Area



Ways You Can Help

Home Owners

- Prevent infestations by promptly re-seeding disturbed areas with vegetation, preferably with native plants.
- Prioritized efforts using the Management Categories.
- Control infestations, using methods appropriate to site and species. Such as: hand pulling, digging, cutting, dead-heading.
- Follow up efforts are often required at least annually.
- Share your knowledge with friends and neighbours.



Gardeners

- Know what you grow -avoid purchasing or trading known invasive plants. Be suspicious of exotic plants promoted as fast spreaders or vigorous self seeders as these are often invasive plants.
- Avoid purchasing plants with ants or other organisms on them.
- Do not dig out plants from roadsides or disturbed areas.
- Control invasive plants prior to seed development.
- Grow native plants or request native plants from garden centers

Learn which species are invasive in your area.

Visit us online at www.coastalisc.com

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Ways You Can Help

Land Managers

- Prevent infestations by promptly re-seeding disturbed areas with vegetation, preferably native plants.
- Control established infestations, prioritizing work based on our Management Categories.
- Monitor infestation sites annually for follow-up treatment.
- Organize a local event like a community weed pull.



Recreationists

- Clean footwear, equipment, tools and vehicles before leaving an area that is infested with invasive species.
- Avoid moving water from one area to another in boat ballasts.
- Choose weed-free parking /staging areas
- Avoid bringing back plant material or wildlife as “souvenirs”.

HOW TO DISPOSE

- Dead-head invasive plant seeds, seed heads or fruit prior to seed maturity.
 - Don't “recycle” garden debris into public parks or natural areas.
 - Collect invasive plant material in heavy plastic bags and transport to local landfill for deep burial or incineration.
- DO NOT COMPOST**
- Contact your local municipality or regional district for options.
 - For remote areas, where feasible, try to pack out flower/seeds in a bag. Or leave uprooted plant parts to dry out and decay.

PREVENT

Kudzu

Pueraria montana var. lobata



photo: K. Starr

ERADICATE

Giant Hogweed

Heracleum mantegazzianum



photo: A. Millham



Spartina species

Spartina anglica, *Spartina densiflora*,
Spartina patens



photo: A. Millham

Garlic Mustard

Alliaria petiolata



photo: C. Richman

Blessed Milk Thistle

Silybum marianum



photo: J. Samanek



Management Categories

PREVENT

Species not known to occur in region, but likely to establish if introduced.

Eradicate if found

ERADICATE

Species known to occur in limited distribution and low density.

Eradicate if found.



Animal health hazard

Human health hazard



CONTAIN

Knotweed species

Fallopia x bohemica, *Fallopia sachalinensis*,
Polygonum polystachum, *Fallopia japonica*



photo: A. Millham

Scotch Thistle

Onopordum acanthium



photo: A. Millham

Carpet Burweed

Soliva sessilis



photo: A. Millham

Poison Hemlock

Conium maculatum



photo: District of Saanich



Yellow Iris

Iris pseudacorus



photo: A. Flint



Knapweed species

Centaurea maculosa, *Centaurea pratensis*, *Centaurea diffusa*



photo: C. Richman

CONTROL

Daphne/Spurge-Laurel

Daphne laureola



photo: A. Millham



Butterfly Bush

Buddleja davidii



Scotch Broom

Cytisus scoparius



photo: A. Millham

Gorse

Ulex europaeus

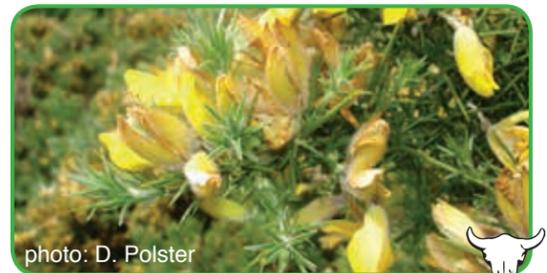


photo: D. Polster



Tansy Ragwort

Senecio jacobaeae



photo: A. Millham



Management Categories

CONTAIN

Established infestations found in portions of the region. Contain existing infestations and prevent spread to un-infested areas.

CONTROL

Established infestations common and widespread throughout the CISC region. Focus control in high value conservation areas. Use biological control, if available, on a landscape scale.

INVASIVE FAUNA

Bullfrogs

Lithobates catesbeiana



photo: C. Howe

Fire Ants

Myrmica rubra



photo: G. Alpert

Grey Squirrels

Sciurus carolinensis



photo: birdphotos.com

NOTE: Hardiness zones, z1-z10, refer to the USDA Hardiness Zone System. Zone 1 (z1) is coldest, and Zone 10 (z10) is warmest.

The level of invasiveness will vary based on the local climate and growing conditions. To find out if these invasive plants occur in your area, call 1-888-WEEDSBC or contact your Regional Committee (www.bcinvasives.ca, listed under Partners).

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Orange Hawkweed (<i>Hieracium aurantiacum</i>)</p>	<p>NATIVE (z3)</p>  <p>Alpine Aster (<i>Aster alpinus</i> subsp. <i>vierhapperi</i>)</p>	<p>EXOTIC (z6)</p>  <p>Arkwright's Campion (<i>Lychnis x arkwrightii</i>)</p>
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ADDITIONAL ALTERNATIVES: (z4) **Pinks and Carnations** (*Dianthus* spp. and hybrids); (z3) **Heart-leaved Arnica** (*Arnica cordifolia*); (z3) **Blanket Flower** (*Gaillardia aristata*)

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Oxeye Daisy (<i>Leucanthemum vulgare</i>)</p>	<p>NATIVE (z4)</p>  <p>Cutleaf Daisy (<i>Erigeron compositus</i>)</p>	<p>EXOTIC (z4)</p>  <p>White New York Aster (<i>Aster novi-belgii</i> white selections)</p>
--	--	--

ADDITIONAL ALTERNATIVES: (z3) **White Swan Coneflower** (*Echinacea purpurea* 'White Swan'); (z3) **Alpine Aster** (*Aster alpinus*); (z4) **Beach Fleabane Daisy** (*Erigeron glaucus*)

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Purple Loosestrife (<i>Lythrum salicaria</i>)</p>	<p>NATIVE (z4)</p>  <p>Hardhack (<i>Spiraea douglasii</i>)</p>	<p>EXOTIC (z2)</p>  <p>Tall Delphinium (<i>Delphinium elatum</i>)</p>
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ADDITIONAL ALTERNATIVES: (z3) **Blazing Star** (*Liatris spicata*); (z4) **Bloody Iris** (*Iris sanguinea*); (z3) **Spike Speedwell** (*Veronica spicata*)

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Russian Olive (<i>Elaeagnus angustifolia</i>)</p>	<p>NATIVE (z2)</p>  <p>Scouler's Willow (<i>Salix scouleriana</i>)</p>	<p>EXOTIC (z3)</p>  <p>Silver Buffaloberry (<i>Shepherdia argentea</i>)</p>
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ADDITIONAL ALTERNATIVES: (z3) **Sandbar Willow/Coyote Willow** (*Salix exigua*); (z5) **Pacific Crabapple** (*Malus fusca*); (z2) **Wolf-willow** (*Elaeagnus commutata*)

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Scotch Broom (<i>Cytisus scoparis</i>)</p>	<p>NATIVE (z3)</p>  <p>Prickly Rose (<i>Rosa acicularis</i> var. <i>sayi</i>)</p>	<p>EXOTIC (z5)</p>  <p>Deciduous Yellow Azalea (<i>Rhododendron luteum</i>)</p>
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ADDITIONAL ALTERNATIVES: (z2) **Shrubby Cinquefoil** (*Dasiphora (Potentilla) fruticosa*); (z4) **Forsythia** (*Forsythia* hybrids); (z4) **Japanese Kerria** (*Kerria japonica* 'Pleniflora')

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Spurges (<i>Euphorbia esula</i>, <i>E. myrsinites</i>, <i>E. cyparissias</i>)</p>	<p>NATIVE (z5)</p>  <p>Broad-leaf Stonecrop (<i>Sedum spathulifolium</i>)</p>	<p>EXOTIC (z5)</p>  <p>Yellow Ice Plant (<i>Delosperma nubigenum</i>)</p>
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ADDITIONAL ALTERNATIVES: (z6) **Red Hot Poker** (*Kniphofia* spp.); (z4) **Common Rockrose** (*Helianthemum nummularium*); (z2) **Yellow Gem Shrubby Cinquefoil** (*Dasiphora fruticosa* 'Yellow Gem')

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Tamarisk (<i>Tamarix chinensis</i>, <i>T. ramosissima</i>)</p>	<p>NATIVE (z4)</p>  <p>Rocky Mountain Juniper (<i>Juniperus scopulorum</i>)</p>	<p>EXOTIC (z2)</p>  <p>Preston Lilac (<i>Syringa x prestoniae</i>)</p>
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ADDITIONAL ALTERNATIVES: (z5) **Smoke Bush** (*Cotinus coggygria*); (z4) **Pacific Ninebark** (*Physocarpus capitatus*); (z2) **Birchleaf Spirea** (*Spiraea betulifolia* subsp. *lucida*)

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Toadflax (<i>Linaria vulgaris</i>, <i>L. genistifolia</i> subsp. <i>dalmatica</i>)</p>	<p>EXOTIC (z7)</p>  <p>Mersea Yellow Penstemon (<i>Penstemon pinifolius</i> 'Mersea Yellow')</p>	<p>EXOTIC (z9)</p>  <p>Snapdragons (<i>Antirrhinum majus</i>)</p>
---	--	--

ADDITIONAL ALTERNATIVES: (z3) **Daylily** (*Hemerocallis* hybrids); (z6) **Torch Lily** (*Kniphofia* 'Little Maid'); (z4) **Yellow Beard-tongue** (*Penstemon barbatus* 'Schooley's Yellow')

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Yellow Flag Iris (<i>Iris pseudacorus</i>)</p>	<p>EXOTIC (z3)</p>  <p>Western Blue Iris (<i>Iris missouriensis</i>)</p>	<p>EXOTIC (z3)</p>  <p>Butter and Sugar Iris (<i>Iris</i> 'Butter and Sugar')</p>
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ADDITIONAL ALTERNATIVES: (z7) **Oregon Iris** (*Iris tenax*); (z4) **Japanese Water Iris** (*Iris laevigata*); (z4) **Japanese Iris** (*Iris ensata*)

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Yellow Archangel (<i>Lamium galeobdolon</i>)</p>	<p>NATIVE (z6)</p>  <p>Foam Flower (<i>Tiarella trifoliata</i>)</p>	<p>EXOTIC (z3)</p>  <p>Hosta (<i>Hosta</i> spp. and hybrids)</p>
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ADDITIONAL ALTERNATIVES: (z5) **Barrenwort** (*Epimedium* spp. and hybrids); (z5) **Yerba Buena** (*Clinopodium douglasii*); (z4) **Alumroot** (*Heuchera* hybrids)

Grow Me Instead is a key component of the **PlantWise** program, supporting gardeners and industry in reducing the distribution of invasive plants.

This brochure provides a **snapshot** of the invasive plants and suggested alternatives featured in the full **Grow Me Instead** booklet, available online or by contacting the Invasive Species Council of BC.

Special thanks to the **Horticulture Advisory Committee**.

COMPLIMENTS OF:
(PLACE STAMP HERE)



1-888-WEEDSBC

P (250) 305-1003 F (250) 305-1004
E info@bcinvasives.ca W bcinvasives.ca
#104-197 North 2nd Ave.
Williams Lake, BC V2G 1Z5





INVASIVE **AVOID USE** **NATIVE (z3b)** **EXOTIC (z4)**
Baby's Breath (*Gypsophila paniculata*)
Pearly Everlasting (*Anaphalis margaritacea*)
Sea Lavender (*Limonium latifolium*)

ADDITIONAL ALTERNATIVES: (z4) **Filigran Russian Sage** (*Perovskia atriplicifolia*); (z4) **Hewitt's Double Meadow Rue** (*Thalictrum delavayi* 'Hewitt's Double'); (z3) **White Flax** (*Linum perenne* 'Diamond')



INVASIVE **AVOID USE** **NATIVE (z2-6)** **NATIVE (z3)**
Common Periwinkle (*Vinca minor*)
Kinnickinnick (*Arctostaphylos uva-ursi*)
Woodland Strawberry (*Fragaria vesca*)

ADDITIONAL ALTERNATIVES: (z4) **False Lily-of-the-valley** (*Maianthemum dilatatum*); (z4) **Small-flowered Alumroot** (*Heuchera micrantha*); (z2) **Bunchberry** (*Cornus canadensis*, *C. suecica*, *C. unalaschensis*)



INVASIVE **AVOID USE** **NATIVE (z6)** **EXOTIC (z7)**
English Ivy (*Hedera helix*)
Salal (*Gaultheria shallon*)
Taiwan Creeping Raspberry (*Rubus pentalobus*)

ADDITIONAL ALTERNATIVES: (z5) **Deer Fern** (*Blechnum spicant*); (z4) **Purple Wintercreeper Euonymus** (*Euonymus fortunei* 'Coloratus'); (z5) **Priwet Honeysuckle** (*Lonicera pileata*)



INVASIVE **AVOID USE** **NATIVE (z5)** **EXOTIC (z2)**
Himalayan Balsam (*Impatiens glandulifera*)
Wild Bleeding Heart (*Dicentra formosa*)
Cardinal Flower (*Lobelia cardinalis*)

ADDITIONAL ALTERNATIVES: (z4) **Beard-tongue** (*Penstemon barbatus*); (z3) **Red Columbine** (*Aquilegia formosa*); (z7) **Pink Monkey Flower** (*Mimulus lewisii*)



INVASIVE **AVOID USE** **NATIVE (z2)** **EXOTIC (z3)**
Bachelor's Buttons (*Centaurea cyanus*)
Showy Daisy (*Erigeron speciosus*)
Purple Coneflower (*Echinacea purpurea*)

ADDITIONAL ALTERNATIVES: (z4) **Blue Flax** (*Linum lewisii*); (z3) **Nodding Onion** (*Allium cernuum*); (z4) **Cupid's Dart** (*Catananche caerulea*)



INVASIVE **AVOID USE** **NATIVE (z3)** **EXOTIC (z3)**
Common Tansy (*Tanacetum vulgare*)
Yarrow (*Achillea millefolium*)
Summer Sunflower (*Helianthus helianthoides*)

ADDITIONAL ALTERNATIVES: (z3) **Tall Coneflower** (*Rudbeckia laciniata*); (z5) **Morden Eldorado Garden Mum** (*Chrysanthemum x morifolium* 'Morden Eldorado'); (z3) **Flat-top Goldenrod** (*Euthamia (Solidago) graminifolia*)



INVASIVE **AVOID USE** **NATIVE (z3)** **EXOTIC (z3)**
Field Scabious (*Knautia arvensis*)
Common Harebell (*Campanula rotundifolia*)
Hybrid Yarrow (*Achillea millefolium* hybrids)

ADDITIONAL ALTERNATIVES: (z3) **Columbines** (*Aquilegia cultivars*); (z3) **Masterwort** (*Astrantia major*); (z3-5) **Bee Balm** (*Monarda didyma*)



INVASIVE **AVOID USE** **NATIVE (z5)** **EXOTIC (z5)**
Himalayan Blackberry (*Rubus armeniacus*)
Nootka Rose (*Rosa nutkana*)
Red Raspberry (*Rubus idaeus* hybrids)

ADDITIONAL ALTERNATIVES: (z3) **Thimbleberry** (*Rubus parviflorus*); (z5) **Marionberry or Boysenberry** (*Rubus* 'Marion' or 'Boysen'); (z5) **Black Huckleberry** (*Vaccinium membranaceum*)



INVASIVE **AVOID USE** **NATIVE (z3)** **EXOTIC (z3)**
Blueweed (*Echium vulgare*)
Large-leaved Lupine (*Lupinus polyphyllus*)
Woodland Sage (*Salvia nemorosa*)

ADDITIONAL ALTERNATIVES: (z3-6) **Blue Hyssop** (*Agastache foeniculum*); (z3) **Penstemon** (*Penstemon* hybrids); (z3) **Larkspur** (*Delphinium glaucum*)



INVASIVE **AVOID USE** **NATIVE (z6)** **EXOTIC (z7)**
Daphne (*Daphne laureola*)
Oregon Grape (*Berberis (Mahonia) nervosa*)
Winter Daphne (*Daphne odora*)

ADDITIONAL ALTERNATIVES: (z8) **Evergreen Huckleberry** (*Vaccinium ovatum*); (z7) **Skimmia Cultivars** (*Skimmia* spp.); (z6) **Pacific Rhododendron** (*Rhododendron macrophyllum*)



INVASIVE **AVOID USE** **NATIVE (z5)** **EXOTIC (z3)**
Flowering Rush (*Butomus umbellatus*)
Arrowhead (*Sagittaria latifolia*)
Western Blue Iris (*Iris missouriensis*)

ADDITIONAL ALTERNATIVES: (multi-z) **Sedges** (*Carex* spp.); (z3) **Narrow-leaved Cotton Grass** (*Eriophorum angustifolium*); (z4) **Small-flowered Bulrush** (*Scirpus* spp.)



INVASIVE **AVOID USE** **NATIVE (z2)** **EXOTIC (z3)**
Knotweeds (*Fallopia japonica*, *F. sachalinensis*, *Polygonum polystachyum*)
Red-osier Dogwood (*Cornus stolonifera*)
Peegee Hydrangea (*Hydrangea paniculata* 'Grandiflora')

ADDITIONAL ALTERNATIVES: (z3) **Black Elderberry** (*Sambucus racemosa* var. *melanocarpa*); (z3) **False Solomon's Seal** (*Maianthemum (smilacina) racemosum* subsp. *amplexicaule*); (z3) **Goat's Beard** (*Aruncus dioicus*)



INVASIVE **AVOID USE** **NATIVE (z3)** **EXOTIC (z8)**
Butterfly Bush (*Buddleja davidii*)
Lewis's Mock Orange (*Philadelphus lewisii*)
California Lilac (*Ceanothus* spp. and hybrids)

ADDITIONAL ALTERNATIVES: (z5) **Red-flowering Currant** (*Ribes sanguineum*); (z3) **Black Chokeberry** (*Aronia melanocarpa*); (z3) **Meyer Lilac** (*Syringa meyeri*)



INVASIVE **AVOID USE** **NATIVE (z3)** **EXOTIC (z6)**
English Holly (*Ilex aquifolium*)
Red Elderberry (*Sambucus racemosa* subsp. *pubens*)
San Jose Holly (*Ilex x aquipernyi*)

ADDITIONAL ALTERNATIVES: (z6) **Holly-leaved Osmanthus** (*Osmanthus heterophyllus*); (z5) **Meserve Hollies** (*Ilex x meserveae*); (z5) **Tall Mahonia** (*Berberis (Mahonia) aquifolium*)



INVASIVE **AVOID USE** **NATIVE (z5)** **EXOTIC (z4)**
Giant Hogweed (*Heracleum mantegazzianum*)
Blue Elderberry (*Sambucus cerulea*)
Ligularia (*Ligularia dentata*)

ADDITIONAL ALTERNATIVES: (z5) **Rodgersia** (*Rodgersia* spp.); (z3) **Shieldleaf Rodgersia** (*Astilboides tabularis*); (z5) **Wild Celery** (*Angelica* spp.)

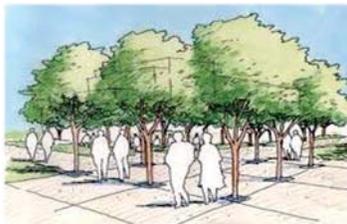


INVASIVE **AVOID USE** **NATIVE (z3)** **EXOTIC (z3)**
Mountain Bluet (*Centaurea montana*)
Common Camas (*Camassia quamash*)
Summer Gentian (*Gentiana septemfida*)

ADDITIONAL ALTERNATIVES: (z3) **Bluehead Gilia** (*Gilia capitata*); (z3) **Clustered Bellflower** (*Campanula glomerata*); (z3) **Wild Bergamot** (*Monarda fistulosa*)

24.4.6 A: Landscaping, Rainwater Management and Environmental Protection Guidelines

The Landscaping/Rainwater Management/Environmental Protection Guidelines apply to the subdivision of land, and to commercial, industrial, multiple family and intensive residential development and their accessory uses.



1. Preparation of a landscaping plan by a British Columbia Society of Landscape Architects (BCSLA) or BC Landscape and Nursery Association (BCNTA)-certified landscape architect is preferred. Any landscaping plan submitted with an application for a development permit, whether professionally prepared or not, will be assessed by the CVRD according to BCSLA/BCNTA guidelines.
2. All required landscaping plans should be integrated with a rainwater management plan, which should favour natural solutions to drainage such as rain gardens and bio-swales, and should contain measures to limit impervious surfaces. The rainwater management plan must be prepared by a professional engineer with experience in drainage and submitted with the application for any commercial, mixed use or multiple family residential development proposal.
3. Runoff from the development must be strictly limited to prevent rainwater flows from damaging roads, surrounding properties and sensitive watershed features. Pervious surfaces should predominate, to encourage infiltration of water. The removal of trees should only be allowed where necessary and where alternate vegetation and water retention measures can be achieved.
4. For subdivision, where appropriate, lands should remain in a natural state, with landscaping measures used to provide rainwater infiltration.
5. All public areas should be landscaped, including entrances, building peripheries, parking and pedestrian areas, and open space areas, in a way that is complementary to both the site and surrounding lands.
6. Streetscape design should incorporate treatments that enhance the pedestrian experience and create a sense of local identity. Public streetscape amenities including walkways, benches, planters, and bike racks should have a high quality of design.
7. The appearance of large buildings should be enhanced using plants, shrubs and trees, and where necessary, hard landscaping treatments such as terraced retaining walls,



planters, gardens, special features such as a courtyards or fountains, outdoor seating and decorative paving or lighting.

8. Developments should incorporate and emphasize native landscape materials, and use drought resistant plants to reduce irrigation needs.
9. Industrial and commercial development visible from the Trans Canada Highway or major network roads should be screened and landscaped, including entrances, building peripheries, parking and pedestrian areas, and open space areas. The landscaping should consist of a mix of coniferous and deciduous vegetation, with low plantings and taller tree species at intervals.
10. Sites should not be dominated by areas of bark mulch, gravel or other similar materials.
11. Walkways or trails must be developed to encourage walking and cycling and to connect the development with surrounding areas. Public ocean views and access are encouraged.
12. A landscape buffer should be provided on industrial lands that adjoin a parcel within a residential land use designation. For industrial parcels with a potential for noise, smell or sight impacts, the minimum width of the landscape buffer should be 20 metres.

24.4.6 B Landscaping, Rainwater Management and Environmental Protection Guideline Exemptions

The Landscaping, Rainwater Management, and Environmental Protection Guidelines do not apply to:

- a. single family residential subdivision if the subject property is located within a CVRD Drainage Control Area;
- b. Construction of single family dwellings.

24.4.14 A Subdivision Guidelines

The Subdivision Guidelines apply to the subdivision of land, regardless of the land designation.

1. A trail system should link neighbourhoods to amenities and, where possible, provide corridors of native vegetation that can provide for groundwater infiltration.
2. The removal of trees should only be allowed where necessary and where alternate vegetation and water retention measures can be achieved.
3. If a subdivision proposal is received in an area identified for major road network connection or improvement in the Transportation section of this OCP, any development permit issued should accommodate major road network and intersection improvements that have been identified.

24.4.14 B Subdivision Guideline Exemptions

The Subdivision Guidelines do not apply to proposed boundary adjustments between two or more parcels of land.

SCHEDULE E

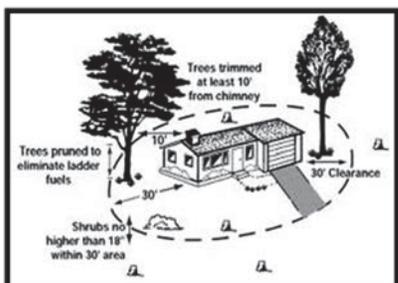
24.4.15 A Wildfire Interface Guidelines

The Wildfire Interface Guidelines apply to the construction of buildings, outside of a village containment boundary, within areas rated as high to extreme as shown on the CVRD Wildland Urban Interface Map.



1. Roof coverings will conform to Class A, B or C fire resistance as defined in the *BC Building Code*.
2. Any material used for exterior wall finishes should be fire resistant (e.g. stucco, metal siding, brick, cement shingles, concrete block, rock, poured concrete, logs or heavy timbers) as defined in the *BC Building Code*.
3. Manufactured homes should be skirted with a fire resistant material.
4. Chimneys should have spark arrestors made of 12 gauge (or better) welded or woven wire mesh with mesh openings of less than 12 millimetres.
5. All eaves, attic and under floor openings should be screened with a minimum 3 millimetre non-combustible, corrosion resistant wire mesh.
6. All windows should be double-paned or tempered.
7. Decks should be constructed of heavy timber, or non-combustible construction, with fire resistant assemblies, as defined in the *BC Building Code*.
8. It is not advisable to plant or retain mature coniferous evergreen trees within 10 metres of a building or structure. Any coniferous evergreen trees within 10 metres of the building should:
 - a. Have limbs pruned so that they are at least 2 metres above ground;
 - b. Be spaced so that they have at least 3 metres between crowns; and
 - c. Be spaced or pruned so that they are at least 3 metres from the building or structure.
9. Areas within 10 metres of a dwelling should not be covered with landscape mulches, such as bark chips, that are highly flammable and can create a horizontal surface for embers to ignite. Landscape rock and non-combustible landscape

mulches are preferred.



10. It is advisable to consider non-combustible landscaping on larger areas, on lands where land slopes. Radiant heat and burning embers originating from 30 to 200 metres from a building can cause it to burn. Owners are encouraged to manage this area to reduce fire intensity and rate of spread by methods such as removing dead needles, dead wood and combustible debris from the ground, removing any tree limbs within 2 metres of the ground, and spacing trees so that no tree limb is closer than 3 metres to the next.
11. Provision of Fire Smart Measures should be implemented for construction and subdivision, including appropriate firefighting equipment on site, thinning of fuels around buildings, and non-combustible roofing materials.

24.4.15 B Wildfire Interface Guideline Exemptions

The Wildfire Interface Guidelines do not apply in cases where:

- a. The building plans show compliance with these guidelines;
- b. A previous development permit has been issued and the above conditions have previously been met;
- c. The construction or alterations in accessory buildings or structures is not in excess of 40 m²;
- d. Interior renovations and minor exterior alterations.



STAFF REPORT TO COMMITTEE

DATE OF REPORT June 7, 2017

MEETING TYPE & DATE Electoral Area Services Committee Meeting of July 19, 2017

FROM: Water Management Division
Engineering Services Department

SUBJECT: Arbutus Mountain Water & Sewer Management Bylaws amendments

FILE: 0540-20-EAS

PURPOSE/INTRODUCTION

The purpose of this report is to amend the water and sewer system management bylaws for Arbutus Mountain Estates.

RECOMMENDED RESOLUTION

That the following bylaws be forwarded to the Board for consideration of three readings and adoption:

CVRD Bylaw No. 4136 – Arbutus Mountain Estates Water System Management Amendment Bylaw, 2017 and

CVRD Bylaw No. 4137 – Arbutus Mountain Estates Sewer System Management Amendment Bylaw, 2017

BACKGROUND

Due to issues with Arbutus Mountain water and sewer systems, an amendment to general connection fees are proposed for these systems. The connection fee increases do not affect existing customers, but will affect customers in additional phases of this subdivision. As well, minor housekeeping changes are included.

ANALYSIS

Arbutus Mountain Estates Water: General connection fees are increased from \$300 to \$500 in Schedule A. Minor amendments in Schedule G including turning on/off fees.

Arbutus Mountain Estates Sewer: General connection fees are increased from \$300 to \$500 in Schedule C.

FINANCIAL CONSIDERATIONS

615 Arbutus Mountain Water System

Connection fee increase from \$300 - \$500 per connection

615 Arbutus Mountain Sewer System

Connection fee increase from \$300 - \$500 per connection

COMMUNICATION CONSIDERATIONS

N/A

STRATEGIC/BUSINESS PLAN CONSIDERATIONS

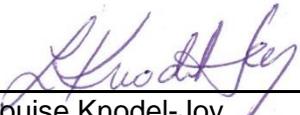
Addresses the Regional Strategic Focus Area #3 Sound Fiscal Management

Referred to (upon completion):

- Community Services (*Island Savings Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Public Safety, Facilities & Transit*)
- Corporate Services (*Finance, Human Resources, Legislative Services, Information Technology*)
- Engineering Services (*Environmental Services, Capital Projects, Water Management, Recycling & Waste Management*)
- Planning & Development Services (*Community & Regional Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)
- Strategic Services

Prepared by:

Reviewed by:



 Louise Knodel-Joy
 Senior Engineering Technologist

 Not Applicable
 Not Applicable



 Hamid Hatami, P. Eng.
 General Manager

ATTACHMENTS:

Attachment A - CVRD Bylaw No. 4136 – Arbutus Mountain Estates Water System Management Amendment Bylaw, 2017

Attachment B - CVRD Bylaw No. 4137 – Arbutus Mountain Estates Sewer Water System Management Amendment Bylaw, 2017



COWICHAN VALLEY REGIONAL DISTRICT

BYLAW No. 4136

**A Bylaw to Amend the Arbutus Mountain Estates
Water System Management Bylaw No. 2998**



WHEREAS the Board of the Cowichan Valley Regional District established the management of the *Arbutus Mountain Estates Water System* pursuant to CVRD Bylaw No. 2998, cited as "CVRD Bylaw No. 2998 – Arbutus Mountain Estates Water System Management Bylaw, 2008";

AND WHEREAS the Board of the Cowichan Valley Regional District deems it desirable to update the language and revise Schedules A and G of the bylaw.

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

1. **CITATION**

This Bylaw may be cited for all purposes as "**CVRD Bylaw No. 4136 - Arbutus Mountain Estates Water System Management Amendment Bylaw, 2017**".

2. **AMENDMENT**

- a) Under Section 8. Miscellaneous Services and Requirements 1.(b) Delete section (b) in its entirety
- b) Under Section 11. Offences and Sanctions 1. (xi) Delete phrase "pursuant to Part II, Section 5"
- c) Delete Schedule A in its entirety and replace with Schedule A attached to and forming part of this bylaw.
- d) Delete Schedule G in its entirety and replace with Schedule G attached to and forming part of this bylaw.

READ A FIRST TIME this _____ day of _____, 2017.

READ A SECOND TIME this _____ day of _____, 2017.

READ A THIRD TIME this _____ day of _____, 2017.

ADOPTED this _____ day of _____, 2017.

Chairperson

Corporate Secretary



SCHEDULE A

TO CVRD BYLAW NO. 2998

WATER SERVICE CONNECTION CHARGES

1. Water Service Connection

.1 EXISTING LOT (permits servicing of one unit or building).

- (a) An application for **Water Service** shall be accompanied by a payment equal to the **Water Service Connection Charge** of:

19-mm diameter connection	\$500.00
25-mm diameter connection	\$550.00

plus a deposit in the amount of the **Manager's estimate** to complete such works. The above charges and deposit must be received by the Cowichan Valley Regional District before the work can be scheduled! The deposit will be applied against the actual cost of the **Water Service Connection** installation.

- (b) Where the **Water Service Connection** has been installed by the subdivider entirely at his cost and the **Water Service Connection Charge** for each connection has been prepaid, the **Applicant** for **Water Service** shall only be required to complete a Water Connection Application.

.2 EXISTING LOT TO BE SUBDIVIDED:

- (a) Lot presently serviced:

- *First lot exempt.....	n/a
- Each additional lot created	\$3,500.00

*Where the existing **Water Service Connection** is not utilized, the **Subdivider** will pay a **Water Service Connection Charge** of \$500.00

- (b) Lot not presently serviced:

- First lot.....	\$500.00
- Each additional lot created	\$3,500.00

- (c) Pre-installed Water Connection – where the **Water Service Connection** has been installed by the subdivider entirely at his own cost, but the **Water Service Connection Charge** has not been prepaid, then the **Applicant** for **Water Service** shall be required to complete a **Water Service Connection** Application and pay the **Water Service Connection Charge** of \$3,500.00.

.../2

.3 WATER SERVICE CONNECTION TO ADDITIONAL UNITS OR BUILDINGS:

Where a **Water Service Connection** is to be installed to additional **Units** or buildings on an existing lot and the lot is:

- (a) Vacant: First **Unit** or building n/a
 (included under Sub-Section 1.1)
 Each additional unit or building \$3,500.00
- (b) Presently Occupied and Serviced
 Each additional **Unit** or building \$3,500.00

2. Disconnection of a Water Service Connection

Where a **Water Service Connection** is to be abandoned and must be disconnected as determined by the **Manager**, the cost to the **Owner** of the property serviced shall be based on the actual cost to complete the work required, **plus a 10% administration charge.**

3. Re-use of Abandoned Water Service Connection

Inspection fee of previously abandoned or disused **Water Service Connection**:..... \$50.00

4. Extension to Service Area

Where an **Extension** to the **Arbutus Mountain Estates Water System** is required, the **Owner** of the property to be serviced shall, upon application for an **Extension**, pay the fee as calculated below:

- .1 Applications to Serve Residential Developments:
 - A fee of \$500.00, plus \$50.00 per dwelling unit to be created by the development.
- .2 Applications to Serve Industrial and Commercial Developments:
 - A fee of \$500.00, plus \$100.00 per hectare (or part thereof) of land proposed to be serviced.



SCHEDULE G

TO CVRD BYLAW NO. 2998

MISCELLANEOUS CHARGES

1. Testing of *Water Meter*

An application for testing the *Water Meter* shall be accompanied by a deposit in the amount of: \$50.00

2. Charge to Customer

a) Where the *Water Meter* is found to measure the flow of water accurately:... \$50.00

b) Turning Water Service on each time:.....*Equivalent to 50% of user fee

Turning Water Service off each time:.....*Equivalent to 50% of user fee

*If the building services or water service connection location is not known, the actual cost incurred for locating the service will be borne by the homeowner.

a) Sprinkling Permit Application Fee.....\$25

3. Notes:

1. Inactivation of the account will be at the discretion of the *Manager*.

2. Charges for "turn on" or "turn off" shall **not** be levied where:

.1 It is necessary to interrupt the supply of water so as to permit the consumer to correct faults on the building service.

.2 The water is to be "turned on" for newly installed or water service connection.



COWICHAN VALLEY REGIONAL DISTRICT

BYLAW No. 4137

A Bylaw to Amend the Arbutus Mountain Estates Sewer System Management Bylaw No. 2997

WHEREAS the Board of the Cowichan Valley Regional District established the management of the Arbutus Mountain Estates Sewer System pursuant to CVRD Bylaw No. 2997, cited as "CVRD Bylaw No. 2997 – Arbutus Mountain Estates Sewer System Management Bylaw, 2008";

AND WHEREAS the Board of the Cowichan Valley Regional District deems it desirable to update the costs in Schedule C of the bylaw.

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

1. **CITATION**

This Bylaw may be cited for all purposes as "**CVRD Bylaw No. 4137 - Arbutus Mountain Estates Sewer System Management Amendment Bylaw, 2017**".

2. **AMENDMENT**

Delete Schedule C in its entirety and replace with Schedule C attached to and forming part of this bylaw.

READ A FIRST TIME this _____ day of _____, 2017.

READ A SECOND TIME this _____ day of _____, 2017.

READ A THIRD TIME this _____ day of _____, 2017.

ADOPTED this _____ day of _____, 2017.

Chairperson

Corporate Secretary



SCHEDULE C

TO CVRD BYLAW NO. 2997

1. **Parcel Tax Being Paid**

The **Sewer Service Connection Charges** for property, which has been paying the annual Parcel Tax, are outlined below:

.1 EXISTING LOT (permits servicing of one unit or building).

(a) An application for **Sewer Service** shall be accompanied by a payment equal to the **Sewer Service Connection Charge** of:

100-mm or 150-mm diameter connection \$500.00

plus a deposit in the amount of the **Manager’s estimate** to complete such works. The above charges and deposit must be received by the Cowichan Valley Regional District before the work can be scheduled. The deposit will be applied against the actual cost of the **Sewer Service Connection** installation.

(b) Where the **Sewer Service Connection** has been installed by the subdivider entirely at his cost and the **Sewer Service Connection Charge** for each connection has been prepaid, the **Applicant** for **Sewer Service** shall only be required to complete a Sewer Connection Application.

.2 EXISTING LOT TO BE SUBDIVIDED:

(a) Lot presently serviced:

- *First lot exempt..... n/a
- Each additional lot created..... \$3,500.00

*Where the existing **Sewer Service Connection** is not utilized, the **Subdivider** will pay a **Sewer Service Connection Charge** of \$300.00

(b) Lot not presently serviced:

- First lot \$500.00
- Each additional lot created..... \$3,500.00

(c) Pre-installed Sewer Connection – where the **Sewer Service Connection** has been installed by the subdivider entirely at his own cost, but the **Sewer Service Connection Charge** has not been prepaid, then the **Applicant** for **Sewer Service** shall be required to complete a **Sewer Service Connection** Application and pay the **Sewer Service Connection Charge** of \$3,500.00.

.3 SEWER SERVICE CONNECTION TO ADDITIONAL UNITS OR BUILDINGS: Where a **Sewer Service Connection** is to be installed to additional **Units** or buildings on an existing lot and the lot is:

- (a) Vacant: First **Unit** or building..... n/a
(included under Sub-Section 1.1)
Each additional unit or building \$3,500.00
- (b) Presently Occupied and Serviced
Each additional **Unit** or building \$3,500.00

2. Parcel Tax Not Being Paid

- .1 EXISTING LOT:
(permits servicing of one **unit** or **building**) \$3,500.00
- .2 EXISTING LOT TO BE SUBDIVIDED:
Each and every newly created **Lot** \$3,500.00
- .3 SEWER SERVICE CONNECTION TO ADDITIONAL UNITS OR BUILDINGS: Where a **Sewer Service Connection** is to be installed to additional **Units** or buildings on an existing lot and the lot is:
 - (a) Vacant: First **Unit** or building..... n/a
(Included under Section 2.1 above)
Each additional **Unit** or building \$3,500.00
 - (b) Presently Occupied and Serviced
Each additional **Unit** or building \$3,500.00

3. High Flow Rates

The above **Sewer Service Connection Charge** shall be levied where applicable; however, where in the opinion of the **District**, the flow rates from the intended use or from a change in use of a **Lot, Unit** or **Building**, exceeds maximum daily flow of 2.5 cubic metres per day (550 Imperial gallons per day), then the **Applicant** may be required to pay additional **Sewer Service Connection Charges** in proportion to the flow rates as determined by the **District**, and/or complete an application of a Waste Discharge Permit. The decision of the **District** shall be final.

4. Other

The above Sewer Service Connection Charge shall be levied where applicable, however, where in the opinion of the **District**, the flow rates from the intended use or change in use of a **Lot, Unit** or **Building** may be limited, temporary or seasonal, the **Applicant** may submit a detailed report for review by the District to determine if the **Sewer Service Connection Charge** may be adjusted to suit the intended use. The decision of the **District** shall be final.

5. Disconnection of a Sewer Service Connection

Where a **Sewer Service Connection** is to be abandoned and must be disconnected as determined by the **Manager**, the cost to the **Owner** of the property serviced shall be based on the actual cost to complete the work required plus a 10% Administration charge.

6. Re-use of Abandoned Sewer Service Connection

Inspection fee of previously abandoned, or disused, **Sewer Service Connection** ----- \$50.00, plus the actual cost of a video inspection



STAFF REPORT TO COMMITTEE

DATE OF REPORT June 14, 2017

MEETING TYPE & DATE Electoral Area Services Committee Meeting of July 19, 2017

FROM: Water Management Division
Engineering Services Department

SUBJECT: Honeymoon Bay Water System Management Bylaw Amendment, RV Parks 'Not Connected to Sewer'

FILE: 0540-20-EAS/02

PURPOSE/INTRODUCTION

The purpose of this report is to amend the Honeymoon Bay Water System Management Bylaw No. 1607 to revise Schedule B to include a classification for RV Trailer Park, Not Connected to Sewer.

RECOMMENDED RESOLUTION

That it be recommended to the Board that the Honeymoon Bay Water System Amendment Management Bylaw No. 4138 be considered for three readings and adoption.

BACKGROUND

There is currently no classification in Schedule B for RV Parks, 'not connected to sewer'. Users of RV Parks that do not have a sewer connection at the pad use less water than pads with onsite sewer servicing to the individual pad. Currently Schedule B does not allow a differentiation in user charges for RV Parks connected to sewer and RV Parks not connected to sewer; therefore, RV Parks that do not have a connection to sewer are paying disproportionately high fees in comparison to the water usage.

ANALYSIS

The user charges for an RV Park not connected to sewer will be half the charges of those of an RV Park connected to sewer. The water allotment set out in the inclined block rate structure will also be half of that for a RV Park connected to sewer.

FINANCIAL CONSIDERATIONS

The user charge for an RV Park not connected to sewer will be a minimum \$41.50/pad for six months based on metered rates and the inclined block rate structure.

Charges for an RV Park connected to sewer is currently \$83.00/pad for six months based on metered rates and the inclined block rate structure.

COMMUNICATION CONSIDERATIONS

N/A

STRATEGIC/BUSINESS PLAN CONSIDERATIONS

Addresses the Regional Strategic Focus Area #3, Sound Fiscal Management.

Referred to (upon completion):

- Community Services *(Island Savings Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Public Safety, Facilities & Transit)*
- Corporate Services *(Finance, Human Resources, Legislative Services, Information Technology, Procurement)*
- Engineering Services *(Environmental Services, Recycling & Waste Management, Water Management)*
- Land Use Services *(Community & Regional Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails)*
- Strategic Services

Prepared by:

Reviewed by:



Lisa Daugenet
Engineering Technologist III

Not Applicable
Not Applicable



Hamid Hatami, P. Eng.
General Manager

ATTACHMENTS:

Attachment A – Bylaw No. 4138

Attachment B – N/A



COWICHAN VALLEY REGIONAL DISTRICT

BYLAW No. 4138

A Bylaw to Amend the Honeymoon Bay Water System Management Bylaw No. 1607

WHEREAS the Board of the Cowichan Valley Regional District established the management of the *Honeymoon Bay Water System* pursuant to CVRD Bylaw No.1607, cited as "CVRD Bylaw No. 1607 – Honeymoon Bay Water System Management Bylaw, 1994";

AND WHEREAS the Board of the Cowichan Valley Regional District deems it desirable to update the language and revise Schedule B of the bylaw.

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

1. CITATION

This Bylaw may be cited for all purposes as "**CVRD Bylaw No. 4138 – Honeymoon Bay Water System Management Amendment Bylaw, 2017**".

2. AMENDMENT

- 1. That Schedule B be deleted in its entirety and replaced with Schedule B, attached to, and forming part of this bylaw.

READ A FIRST TIME this _____ day of _____, 2017.

READ A SECOND TIME this _____ day of _____, 2017.

READ A THIRD TIME this _____ day of _____, 2017.

ADOPTED this _____ day of _____, 2017.

Chairperson

Corporate Secretary



SCHEDULE B
TO CVRD BYLAW NO. 1607

WATER SERVICE CHARGES

- a) **Consumers of District Water** supplied through **Water Meters**, shall pay the minimum charge set out below. A 10% discount will be applied for timely payment.

Water Rates and Charges per Classification per Six (6) month billing period:

CLASSIFICATION	USER CHARGES	
	Water Use	Charge
<u>Group A</u>	0 – 200 m ³	\$ 80.00
- Single Family Dwelling – Per Dwelling	201-300 m ³	\$ 80.00 + \$1.00 per m ³ over 200 m ³
- Laundromat: Minimum charge for each washing machine	301-400 m ³	\$ 180.00 + \$1.50 per m ³ over 300 m ³
- Elementary/Middle School: Minimum charge per 20 students or portion thereof	Over 400 m ³	\$ 330.00 + \$2.25 per m ³ over 400 m ³
- Fire hall		
- Park		
<u>Group B</u>	0 – 160 m ³	\$ 60.00
- Apartment/Suite – Per Unit	161-240 m ³	\$ 60.00 + \$1.00 per m ³ over 160 m ³
- Mobile/Modular Home Park – Per Unit	241-320 m ³	\$ 140.00 + \$1.50 per m ³ over 320 m ³
	Over 320 m ³	\$ 260.00 + \$2.25 per m ³ over 320 m ³
<u>Group C</u>	0 –130 m ³	\$ 48.00
- Commercial - Minimum charge for each 10 employees or portion thereof per shift	131-195 m ³	\$ 48.00 + \$1.00 per m ³ over 130 m ³
- Community Hall/Church/Theatre – minimum charge for each 100 seats	196-260 m ³	\$ 113.00 + \$1.50 per m ³ over 195 m ³
	Over 260 m ³	\$ 210.50 + \$2.25 per m ³ over 260 m ³

Group D		
- Continuing Care Facility: Minimum charge for <u>each bed</u>	0 – 100 m ³	\$ 40.00
	101-150 m ³	\$ 40.00 + \$1.00 per m ³ over 100 m ³
	151-200 m ³	\$ 90.00 + \$1.50 per m ³ over 150 m ³
	Over 200 m ³	\$ 165.00 + \$2.25 per m ³ over 200 m ³
Group E		
- Restaurant: per 10 seats or patrons, or portion thereof - Hotel/Motel: per housekeeping unit	0 – 67 m ³	\$ 26.67
	68-100 m ³	\$ 26.67 + \$1.00 per m ³ over 67 m ³
	101-133 m ³	\$ 59.67 + \$1.50 per m ³ over 100 m ³
	Over 133 m ³	\$ 109.17 + \$2.25 per m ³ over 133 m ³

Group F		
- Bed & Breakfast/Rooming House: includes the minimum charge for a single family dwelling unit as defined in Group A above, plus a minimum charge per each Guest Room	0-40 m ³	\$ 16.00
	41-60 m ³	\$ 16.00 + \$1.00 per m ³ over 40 m ³
	61-80 m ³	\$ 36.00 + \$1.50 per m ³ over 60 m ³
	Over 80 m ³	\$ 66.00 + \$2.25 per m ³ over 80 m ³
Group G		
- RV Trailer Park: Site Connected to Sewer Per serviced pad or site	0-120 m ³	\$ 83.00
	121-240 m ³	\$ 83.00 + \$1.00 per m ³ over 120 m ³
	241-360 m ³	\$ 203.00 + \$1.50 per m ³ over 240 m ³
	Over 360 m ³	\$ 383.00 + \$2.25 per m ³ over 360 m ³
Group H		
- High School: Minimum charge per 20 students or portion thereof	0 – 270 m ³	\$ 100.00
	271-405 m ³	\$ 100.00 + \$1.00 per m ³ over 270 m ³
	406-540 m ³	\$ 235.00 + \$1.50 per m ³ over 405 m ³
	Over 540 m ³	\$ 437.50 + \$2.25 per m ³ over 540 m ³
Group I		
- Hotel/Motel: Per Room or Suite	0 – 50 m ³	\$ 20.00
	51-75 m ³	\$ 20.00 + \$1.00 per m ³ over 50 m ³
	76-100 m ³	\$ 45.00 + \$1.50 per m ³ over 75 m ³
	Over 100 m ³	\$ 82.50 + \$2.25 per m ³ over 100 m ³
Group J		
- Licensed Premises: Per 10 seats or patrons or portions thereof.	0 – 83 m ³	\$ 32.00
	84-125 m ³	\$ 32.00 + \$1.00 per m ³ over 83 m ³
	126-167 m ³	\$ 74.00 + \$1.50 per m ³ over 125 m ³
Group K		
- RV Trailer Park: Not Connected to Sewer Per pad or site	0-60 m ³	\$41.50
	61-120 m ³	\$41.50 + \$1.00 per m ³ over 60 m ³
	121-180 m ³	\$101.50 + \$1.50 per m ³ over 120 m ³
	Over 181 m ³	\$191.50 + \$2.25 per m ³ over 180 m ³

Other

The minimum charge and the volume of water to be apportioned for a six (6) month period for other types of development that, in the opinion of the **Manager**, do not fall within the above classifications, shall be determined by the Manager of Engineering Services and his decision shall be final.

Aggregate Allotment - Where more than one of the above classifications including "**Other**" is in use, or intended for use, then the applicable charges shall be applied to each and every classification

UNDETECTED LEAKS:

User Charges will be adjusted where an undetected leak on the consumer's property has resulted in water usage greatly exceeding typical usage of water, according to the applicable classification(s) and there is no indication that water was knowingly allowed to run to waste. A minimum of 15 years must have passed before a subsequent forgiveness request will be granted. Subsequent leaks occurring within 15 years of the previous forgiveness approval will be eligible for a cap of \$1,500.00 per owner. Written verification from the **Consumer** describing the nature of the leakage and the action taken to rectify the problem must be received by the **Manager** before a forgiveness will be granted. The leakage problem must be rectified by the **Consumer** within 30 days upon discovery, or notification of the problem.

USER CLASSIFICATION DESCRIPTIONS**Single Family Dwelling:**

Applies to any connection servicing a single segregated self-contained residential dwelling used for, or intended for the domestic use of one or more individuals as a single housekeeping unit with cooking, living, sleeping and sanitary facilities including, but not limited to a townhouse, semi-detached, residential home, duplex and a cabin.

Apartment:

Applies to any connection servicing a multiple occupancy residential building(s) with self-contained and segregated units consisting of two or more rooms used for, or intended for the domestic use by one or more individuals as a single housekeeping unit with cooking, living, sleeping and sanitary facilities.

Mobile/Modular Home Park:

Applies to a connection servicing land used or occupied for the purposes of providing space for the accommodation of mobile homes either on a rental or ownership basis. A mobile home means any structure containing one dwelling whether ordinarily equipped with wheels, or not, that is designated, constructed or manufactured to be moved from one place to another by being towed, or carried, but not including travel trailers, campers, or other vehicles exempt from the provisions of the Mobile Home Act.

RV Trailer Park:

Applies to any connection servicing land used, temporarily occupied for the purpose of providing space for the accommodation of recreational vehicles or recreational structures. A recreational vehicle or recreational structure means a vehicle, trailer, coach, structure, or conveyance designed to travel, or be transported on a highway and constructed and equipped to be used as temporary living or sleeping quarters for travelers.

Where individual spaces for the above accommodations are connected directly to a **Sanitary Sewer** disposal system, the minimum charge shall be based on the charges set forth in the applicable schedule (s)

Where individual spaces or sites are not serviced directly by an individual and/or separate **Sanitary Sewer** disposal system, but have the use of common or centrally located sanitary facilities, the minimum charge shall be based on the charges set forth in the applicable schedule (s)

Hotel/Motel:

Applies to any connection servicing a building or structure that contains sleeping units for the overnight accommodation of transient paying guests. Auxiliary assembly, commerce, entertainment, or restaurant uses as well as areas licensed to service alcoholic beverages and staff accommodation shall pay the charges according to the classification set forth in the applicable schedule(s).

Where units contain cooking facilities, the minimum charge shall be based on the charges set forth in the applicable schedule(s) per housekeeping or kitchenette unit.

Where units contain sleeping and sanitary facilities only, the minimum charge shall be based on the charges set forth in the applicable schedule(s) per room or suite.

Restaurant:

Applies to any connection servicing a building or structure, or segregated self-contained unit used for, or intended to be used for, the commercial sale of refreshments, prepared or assembled food, and/or meals together with non-alcoholic beverages for sale to the public.

Licensed Premises:

Applies to the connection servicing a licensed beverage establishment as governed by the Liquor Licensing Board of British Columbia, and includes, but is not limited to pubs, restaurants, eateries, lounges, cafeterias and private clubs where alcoholic beverages are served.

Laundromat:

Applies to a connection servicing a building, self-contained unit, or separately owned business entity where washing machines are available for public use for a fee or charge.

Commercial:

Applies to a connection servicing a complex, facility, or parcel of land used to manufacture, sell, repair goods, or provide a service including, but not limited to retail stores, offices, convenience store, service establishment, and light industrial.

Community Hall / Church / Theatre:

Applies to a connection servicing a community hall or church with kitchen and washroom facilities.

Elementary and High School:

Applies to a connection servicing an institution of learning, or teaching facility, as defined by the School Act.

Continuing Care Facility:

Applies to a connection servicing a multiple occupancy complex providing long-term care, and living accommodations that include residents requiring full-time professional care, including living, sleeping, cooking, and sanitary facilities, but not including an acute care facility.

Bed & Breakfast:

Applies to any connection servicing a single family dwelling, with an accessory use for overnight

accommodation for transient paying guests in which breakfast is the only meal served.

Rooming House:

Applies to any connection servicing a single family dwelling with an accessory use of rooms for rent by individuals for living and sleeping, but with common cooking and sanitary facilities shared by the occupants.



MEMORANDUM

DATE: July 6, 2017

TO: Ross Blackwell, General Manager, Land Use Services Department

FROM: Grant Breckenridge, RBO, Chief Building Inspector, Inspections & Enforcement Division

SUBJECT: BUILDING REPORT FOR THE MONTH OF JUNE, 2017

There were 51 Building Permits and 3 Demolition Permit(s) issued during the month of June with a total value of \$8,706,480

Electoral Area	Commercial	Institutional	Industrial	New SFD	Residential	Agricultural	Permits this Month	Permits this Year	Value this Month	Value this Year
"A"	30,000			2,101,660	262,640		11	41	2,394,300	23,632,715
"B"	5,500	40,000		1,816,500	77,440		13	60	1,939,440	7,445,105
"C"	75,000			219,580	95,310		7	26	389,890	1,809,110
"D"			675,000	1,374,850	10,000		8	27	2,059,850	4,949,795
"E"				355,400	16,000		2	26	371,400	3,494,320
"F"				134,700	61,920		2	12	196,620	1,194,340
"G"				755,350	38,000		4	20	793,350	2,321,452
"H"		30,000			30,800	5,000	4	16	65,800	1,846,500
"I"				237,430	258,400		3	13	495,830	2,830,020
Total	\$ 110,500	\$ 70,000	\$ 675,000	6,995,470	850,510	5,000	54	241	8,706,480	49,523,357

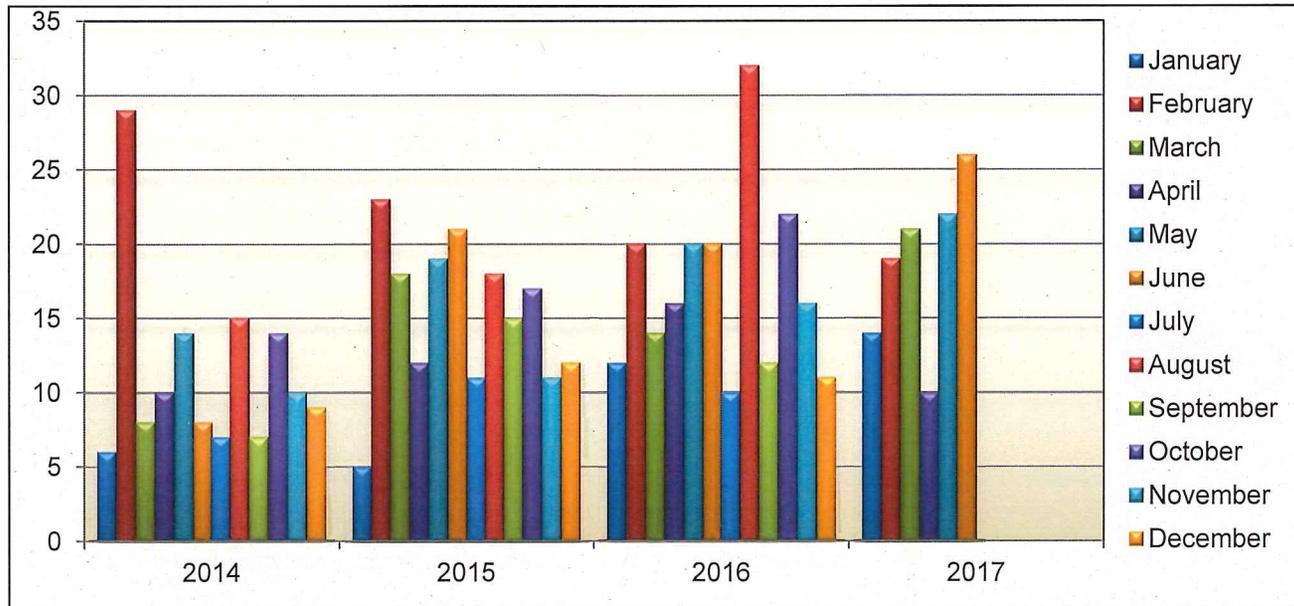

 G. Breckenridge, RBO
 Chief Building Inspector, Inspections & Enforcement Division
 Land Use Services Department
 GB/lar

NOTE: For a comparison of New Housing Starts from 2014 to 2017, see page 2
 For a comparison of Total Number of Building Permits from 2014 to 2017, see page 3



TOTAL OF NEW HOUSING STARTS

	2014	2015	2016	2017
January	6	5	12	14
February	29	23	20	19
March	8	18	14	21
April	10	12	16	10
May	14	19	20	22
June	8	21	20	26
July	7	11	10	
August	15	18	32	
September	7	15	12	
October	14	17	22	
November	10	11	16	
December	9	12	11	
YTD Totals	137	182	205	112

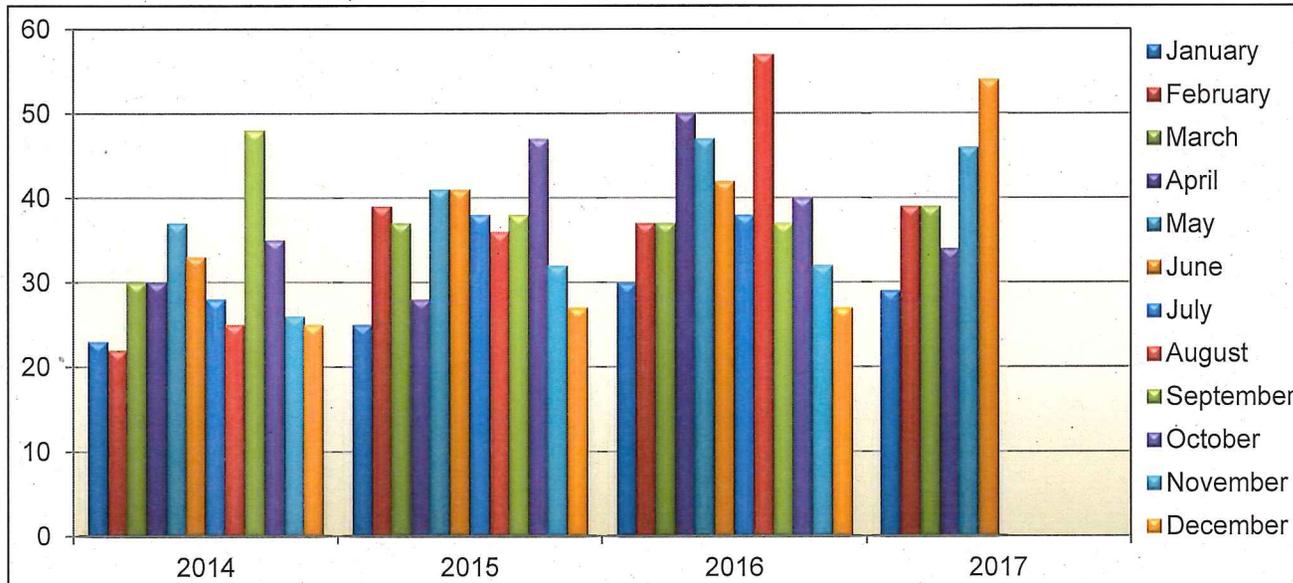


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TOTAL BUILDING PERMITS ISSUED

	2014	2015	2016	2017
January	23	25	30	29
February	22	39	37	39
March	30	37	37	39
April	30	28	50	34
May	37	41	47	46
June	33	41	42	54
July	28	38	38	
August	25	36	57	
September	48	38	37	
October	35	47	40	
November	26	32	32	
December	25	27	27	
YTD Totals	362	429	474	241



320 – Building Inspections Report – June 2017

Participating Areas All Electoral Areas

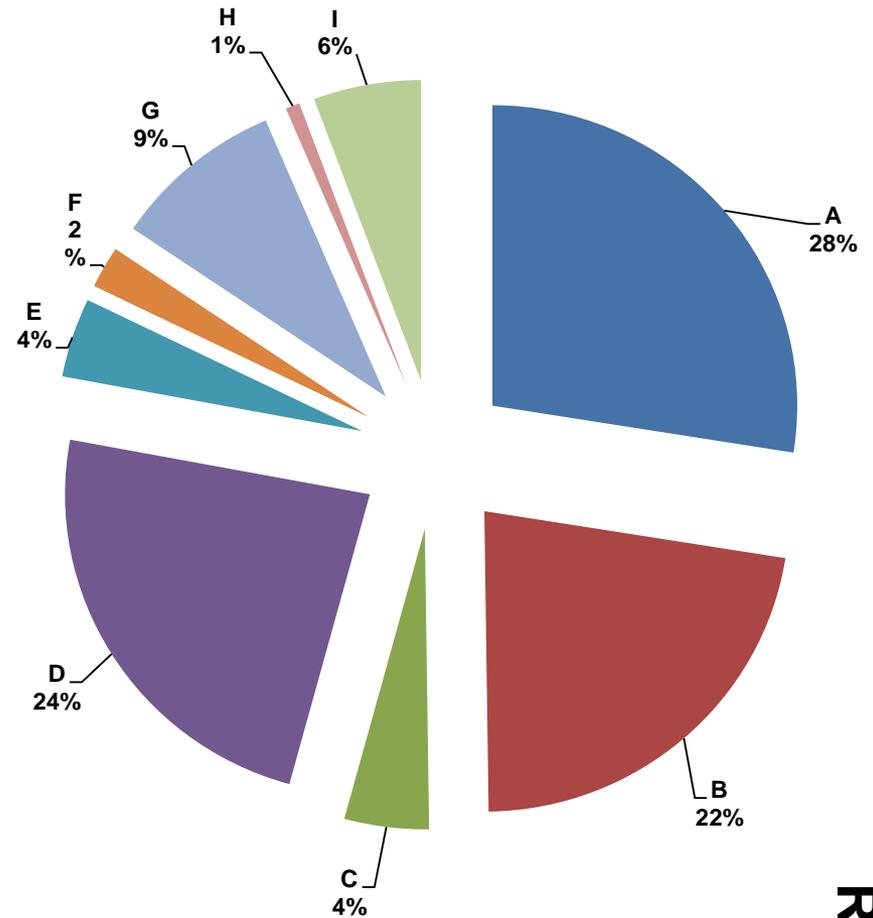
Purpose: Monthly review of building permits and new housing starts for June 2017

Permit Breakdown per electoral area

Electoral Area	Permits issued	Value	% for the month
A	11	2,394,300	28%
B	13	1,939,440	22%
C	7	389,890	4%
D	8	2,059,850	24%
E	2	371,400	4%
F	2	196,620	2%
G	4	793,350	9%
H	4	65,800	1%
I	3	495,830	6%

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New Building Permits



320 – Building Inspections Report – June 2017

Participating Areas All Electoral Areas

Purpose: Monthly review of building permits and new housing starts for June 2017
2017

What's happening in your area?:

Highs and lows

Area A: 28% of the total building permit revenue
Area B: 22% of the total building permit revenue
Area D: 24% of the total building permit revenue

➤ Area: H had 4 permits in June 2017, 1% of the monthly total

Trends and reasons

- Area C had a large permit issued for commercial, for a mini warehouse.
- Area D had a large permit issued for Industrial, for the 5th Building in the Par Har industrial park.

Total Building Values

➤ Month: \$8,706,480 for June 2017

- Year: \$49,523,357 in building value, leading to;
- \$495,523 in building permit revenue, compared to \$378,117 in 2016

New house Starts

➤ 113 for the year; increase of 11 on 2016

Building Permits issued

➤ 241 for the year; 2 less than in 2016

- 54 Permits issued in June, highest in 3 years
- Total of 486 inspections generated for June
- Total for the year: 2169 building inspections for the year
- Staff are at max capacity leading to slower turnaround in permits (3/4 weeks)

320 – Bylaw Enforcement Report – June 2017

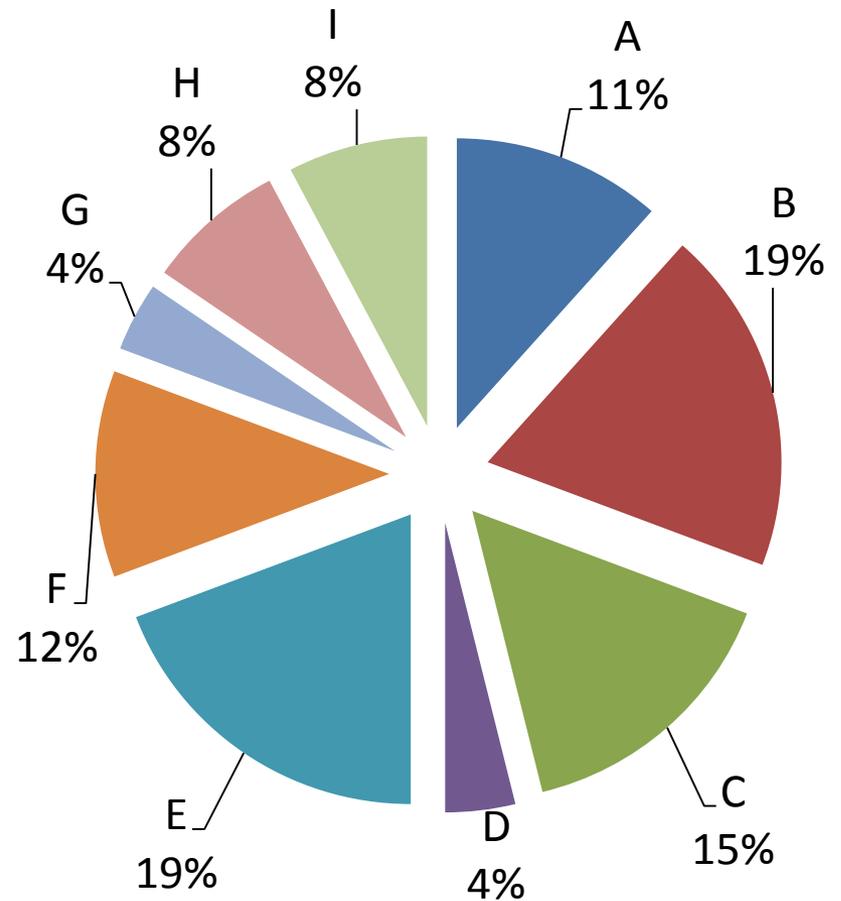
Participating Areas – All electoral areas

Purpose – Monthly review of Bylaw Enforcement files

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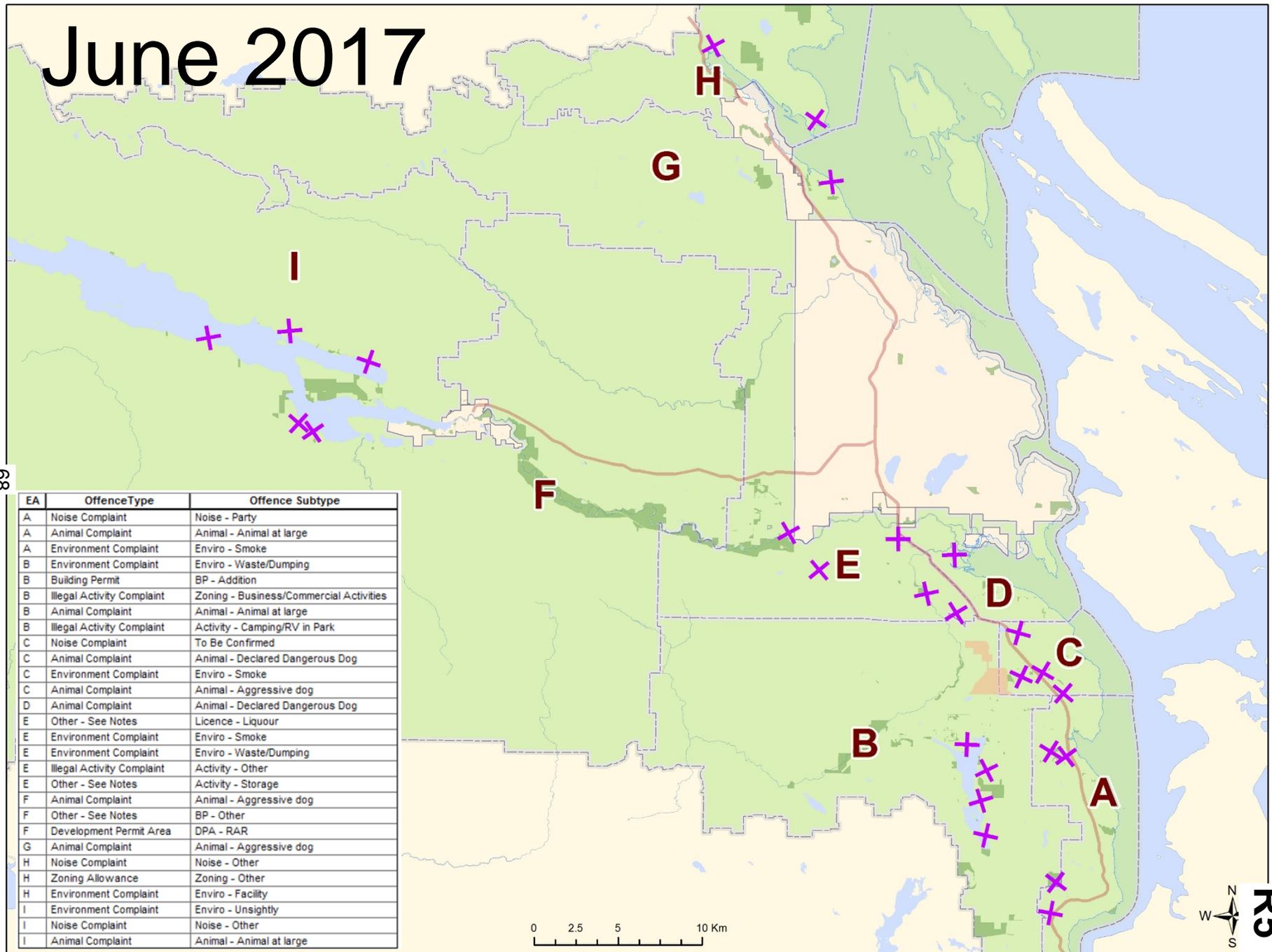
Electoral Area	Monthly Files	Percentage	Year total
A	3	12%	28
B	5	19%	40
C	4	15%	17
D	1	4%	12
E	5	19%	28
F	3	12%	10
G	1	4%	6
H	2	8%	10
I	2	8%	9

Bylaw Enforcement cases

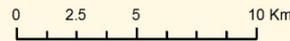


June 2017

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EA	OffenceType	Offence Subtype
A	Noise Complaint	Noise - Party
A	Animal Complaint	Animal - Animal at large
A	Environment Complaint	Enviro - Smoke
B	Environment Complaint	Enviro - Waste/Dumping
B	Building Permit	BP - Addition
B	Illegal Activity Complaint	Zoning - Business/Commercial Activities
B	Animal Complaint	Animal - Animal at large
B	Illegal Activity Complaint	Activity - Camping/RV in Park
C	Noise Complaint	To Be Confirmed
C	Animal Complaint	Animal - Declared Dangerous Dog
C	Environment Complaint	Enviro - Smoke
C	Animal Complaint	Animal - Aggressive dog
D	Animal Complaint	Animal - Declared Dangerous Dog
E	Other - See Notes	Licence - Liquour
E	Environment Complaint	Enviro - Smoke
E	Environment Complaint	Enviro - Waste/Dumping
E	Illegal Activity Complaint	Activity - Other
E	Other - See Notes	Activity - Storage
F	Animal Complaint	Animal - Aggressive dog
F	Other - See Notes	BP - Other
F	Development Permit Area	DPA - RAR
G	Animal Complaint	Animal - Aggressive dog
H	Noise Complaint	Noise - Other
H	Zoning Allowance	Zoning - Other
H	Environment Complaint	Enviro - Facility
I	Environment Complaint	Enviro - Unightly
I	Noise Complaint	Noise - Other
I	Animal Complaint	Animal - Animal at large



R5

What is happening in your area?

Area B and Area E had the highest number of cases opened with 5 each equaling 38%
Area D and Area G had the fewest cases with 1 each.

Types of issues –

Burning x 3

Camping / RV x 1

Fireworks x 0

Dog complaints x 8

Zoning x 2

Noise x 4

Environmental x 3

Dumping: 1

∞ Illegal moorage (boat): 0

RAR: 1

Other x 5

Open vs Closed

Total number of enquires (calls, emails, front desk): 151

Total cases opened: 26

Cases concluded: 22

Total cases opened this year: 186

Total cases closed this year: 135

2017 File completion percentage: 72%



File: 18046-30/PM2017

June 13, 2017

Cowichan Valley Regional District

Via Email: ds@cvr.bc.ca

Re: Replacement of BCTS Strait of Georgia Business Area's East and Southwest Coast Forest Stewardship Plan

Dear Sir or Madam,

The purpose of this letter is for BC Timber Sales (BCTS), Strait of Georgia Business Area to provide notification of the commencement of the review and comment period for the replacement of its East and Southwest Coast Forest Stewardship Plan (FSP) with its new Pacific Maritime FSP. Otter Point Timber Ltd., Timco Trading Ltd., Rosewall Forest Tenure Holdings Ltd., and Qala:yit Forestry Limited Partnership will also be parties signatory to the Pacific Maritime FSP.

FSPs are the main strategic-level planning document for forest practices under the *Forest and Range Practices Act*. The FSP will have a five year term and will govern how practices of FSP signatories meet legal requirements in the portions of the Rosewall, Little Qualicum, Nanoose, Millstone, Nanaimo, Chemainus, Cowichan, Koksilah, San Juan, Loss, Gordon, and Nitinat Landscape Units that overlap the Plan area, all of which are located in the South Island Natural Resource District.

The areas covered by this plan are shown in the attached overview map. Please note that the FSP covers strategic-level practices on landscape level planning units called "Forest Development Units". Site-specific planning of cutblocks and the roads accessing them takes place further along in the planning horizon. If you have an interest in a specific geographic area where you wish to be notified of cutblocks and roads under development, please respond to this letter (as below), outlining your interest and its location. Once made known, we will be able to follow up with you during future site-specific planning processes.

The draft FSP document and associated maps can be viewed online at: http://www.for.gov.bc.ca/bcts/areas/TSG/TSG_FSP.htm. A copy can be viewed by appointment at either of the following BCTS Timber Sales Offices:

Page 1 of 2

Ministry of Forests,
Lands and Natural
Resource Operations

BC Timber Sales
Strait of Georgia Business Area

Location:
370 South Dogwood Street
Campbell River

Mailing Address:
370 South Dogwood Street
Campbell River, BC V9W 6Y7

Tel: (250) 286-9300
Fax: (250) 286-9420

- 370 South Dogwood Street, Campbell River, V9W 6Y7
- 4885 Cherry Creek Road, Port Alberni, V9Y 8E9

Please contact Lindley Little, Planning Forester, by phone at (250)286-9349 or by email at Lindley.Little@gov.bc.ca to arrange a time to view the documents.

The FSP is available for public review and comment until August 11, 2017. Please provide any comments or questions about the FSP (or your request for future, site-specific notifications) in writing to Lindley Little at Lindley.Little@gov.bc.ca , via fax at (250)286-9420, or to the Campbell River mailing address noted above. In order that feedback from this referral period can be considered prior to the final submission of the FSP document, written comments must be received on or before August 11, 2017.

Thank you for your consideration.

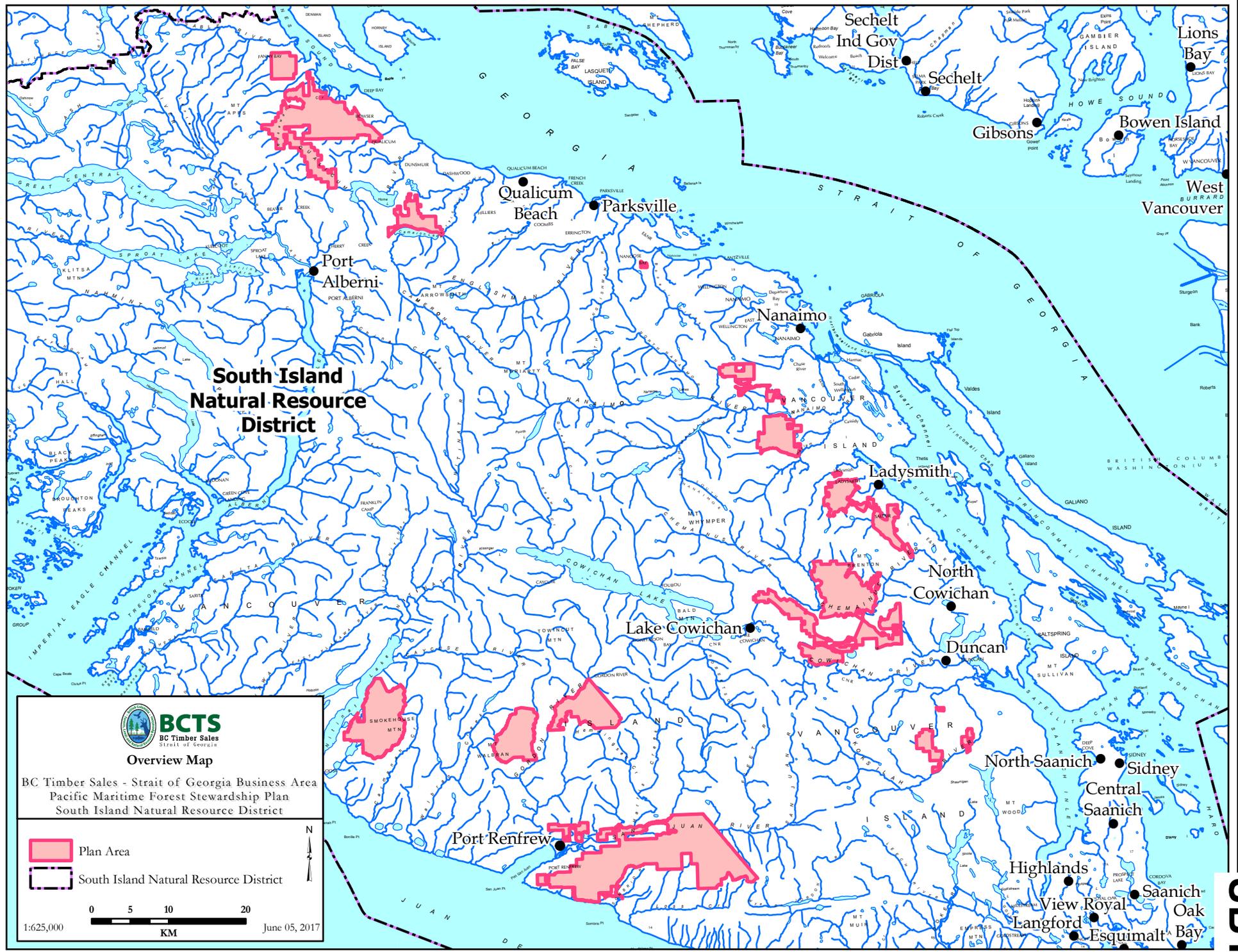
Sincerely,



Lindley Little, RPF
Planning Forester
BCTS Strait of Georgia

Attachment(s): Proposed Pacific Maritime FSP Overview Map

Pc: Rhonda Morris, District Manager, South Island Natural Resource District
Nick Clarke, Woodlands Supervisor, BCTS Port Alberni



BCTS
BC Timber Sales
Strait of Georgia

Overview Map

BC Timber Sales - Strait of Georgia Business Area
Pacific Maritime Forest Stewardship Plan
South Island Natural Resource District

Plan Area (Red outline)
South Island Natural Resource District (Blue outline)

0 5 10 20
KM

1:625,000 June 05, 2017



STAFF REPORT TO COMMITTEE

DATE OF REPORT June 27, 2017

MEETING TYPE & DATE Electoral Area Services Committee Meeting of July 5, 2017

FROM: Development Services Division
Land Use Services Department

SUBJECT: Development Permit Application No. 10-D-15DP (1725 Cowichan Bay Road)

FILE: 10-D-15DP

PURPOSE/INTRODUCTION

The purpose of this report is to present a Development Permit Application for an approximately 15 m² (160 sq. ft.) addition to an existing building located at 1725 Cowichan Bay Road. The addition is presently used as a real estate office.

RECOMMENDED RESOLUTION

That it be recommended to the Board that:

1. That Development Permit Application No. 10-D-15DP (1725 Cowichan Bay Road) be approved subject to:
 - a) Receipt of cash-in-lieu of parking in the amount of \$4,000; and
 - b) Removal of the hanging signs from the corridor.
2. That the General Manager of the Land Use Services Department be authorized to permit minor revisions to the permit in accordance with the intent of development permit guidelines of Official Community Plan Bylaw No. 3605.

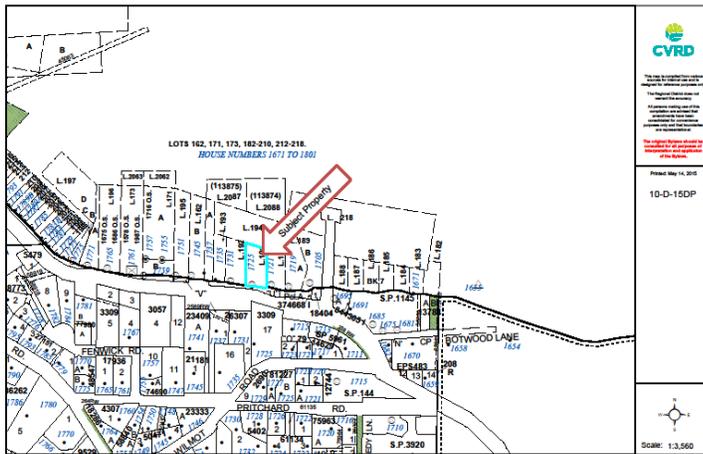
BACKGROUND

This was formerly a Development Permit with Variance Application that was on the agenda for consideration by the Electoral Area Services Committee at the March 15, 2017 meeting.

Upon request of the applicants, it was deferred to a subsequent meeting in order to provide an opportunity to address concerns around view protection and parking.

For reference, please see Attachment A – Revised Building Elevations and Attachment B – March 15, 2017, Report to Electoral Area Services Committee

LOCATION MAP



APPLICATION SUMMARY

The application proposes to authorize an approximately 15 m² (160 sq. ft) addition that was constructed without issuance of a Development Permit or Building Permit. If the current Development Permit application is approved, a building permit will be required.

The subject property is part of the Pier 67 Marina and includes upland commercial areas. The addition was built over an existing impervious surface, which created no additional shading over Cowichan Bay. As a result, the addition does not require approval of the Cowichan Estuary Environmental Management Plan Committee.

The application no longer requests a variance to the parking requirements of the Cowichan Bay (Marine) Zoning Bylaw No. 1015. The applicants are proposing cash-in-lieu of parking in accordance with Section 5.5 of Bylaw No. 1015.

COMMISSION / AGENCY / DEPARTMENTAL CONSIDERATIONS

The Electoral Area D Advisory Planning Commission recommended approval of the application subject to a professional survey, and that the applicants commit to:

- *“Applying for a development permit for any future project;*
- *Reviewing signage to align with the requirements of the OCP in terms of number, form, sightlines and public safety;*
- *Sending a letter to certain tenants regarding potential structures being built without permits, notably a patio area.”*

OFFICIAL COMMUNITY PLAN/POLICY CONSIDERATIONS

The subject property is designated as Marine Village in Cowichan Bay Official Community Plan (OCP) Bylaw No. 3605, and is zoned as W-3 (Water Marina) within Zoning Bylaw No. 1015. The use is permitted as an office accessory use pursuant to the zoning of the subject property.

The Marine Village Development Permit Area (DPA), as defined in the OCP, was established in part for the form and character of development, but also to consider environmental protection (including landscaping and rainwater management), outdoor lighting, signs, and other site layout considerations.

A summary of the guidelines is presented in Attachment B.

For an office use, one parking space per 40 m² of gross floor area is required. Creating additional parking spaces in Cowichan Bay at this location is currently not possible. The guidelines specify that where parking cannot be provided onsite, the development will contribute cash-in-lieu of parking to be placed in a reserve fund for parking and transportation facilities in Electoral Area D – Cowichan Bay. The intention being that in the future, these funds would be used to create alternative transportation opportunities or offsite parking in Electoral Area D – Cowichan Bay.

PLANNING ANALYSIS

Since the March 15, 2017, Electoral Area Services Committee meeting, this application has been revised by:

- Including a new window 0.9 m x 1.5 m (3ft x 5ft) on the south side of the addition to allow for increased light penetration through the addition to the entrance of one business and to the patio area of another;
- Removal of the hanging signs in the corridor; and
- Payment of \$4,000 cash-in-lieu of parking for one required new parking space.

Any infill of development on the lower side of Cowichan Bay Road is likely to have some impact to views. In this particular case, the impact to views is not to adjacent residences, rather there is some diminishment of views from pedestrians and other passerby's.

The applicants have opened up a walkway on the north side of the buildings (Attachment C) to facilitate public access along the waterfront.

The proposed revisions to the application address the concerns presented in the March 15, 2017, staff report to Electoral Area Services Committee (Attachment B), and staff recommend approval of the Development Permit application.

Option 1 is recommended.

OPTIONS

Option 1:

That it be recommended to the Board:

1. That Development Permit Application No. 10-D-15DP (1725 Cowichan Bay Road) be approved subject to:
 - a) Receipt of cash-in-lieu of parking in the amount of \$4,000;
 - b) Removal of the hanging signs from the corridor.
2. That the General Manager of the Land Use Services Department be authorized to permit minor revisions to the permit in accordance with the intent of development permit guidelines of Official Community Plan Bylaw No. 3605.

Option 2:

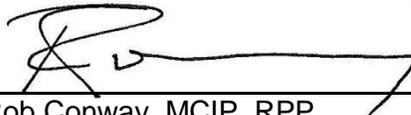
That it be recommended to the Board that Development Permit Application No. 10-D-15DP (1725 Cowichan Bay Road) be denied, based on stated inconsistency specific guidelines.

Prepared by:



Rachelle Rondeau, MCIP, RPP
Planner II

Reviewed by:



Rob Conway, MCIP, RPP
Manager



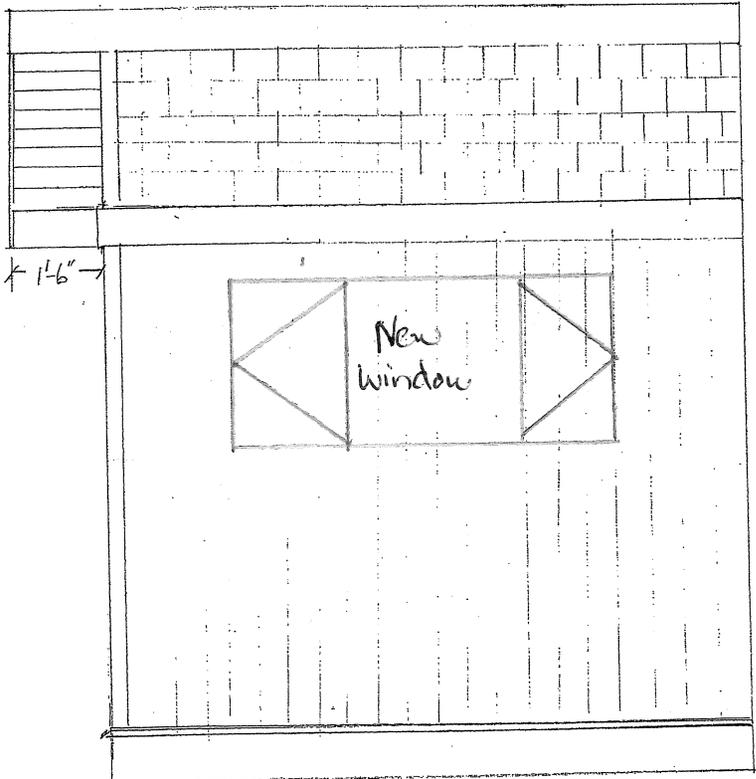
Mike Tippett, MCIP, RPP
A/General Manager

ATTACHMENTS:

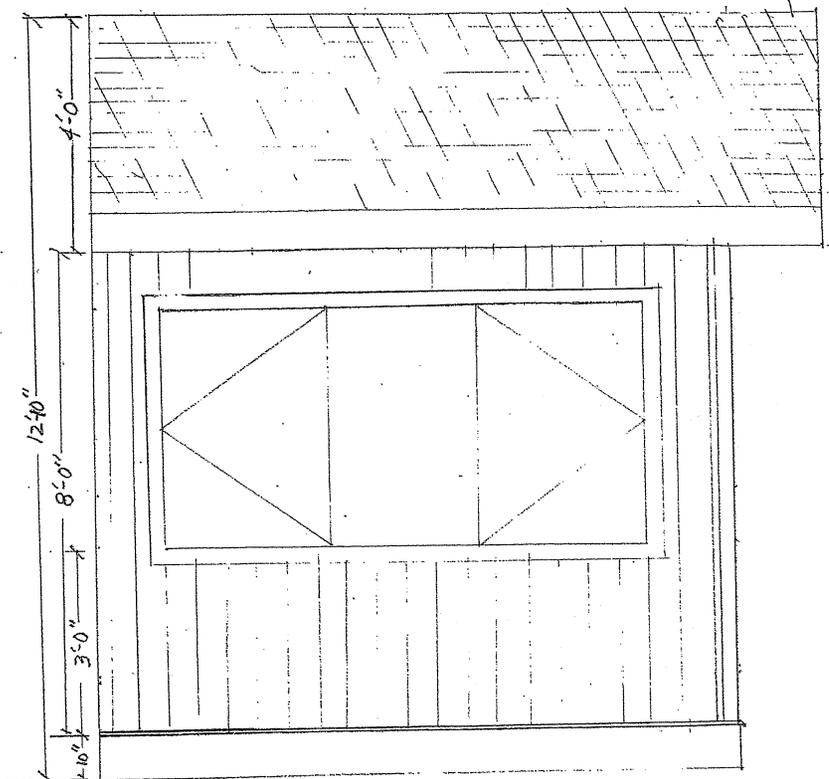
- Attachment A – Revised Building Elevations
- Attachment B – March 15, 2017 Staff Report to Electoral Area Services Committee
- Attachment C – Photos of Addition
- Attachment D – Site Plan
- Attachment E – Draft Development Permit

ATTACHMENT A

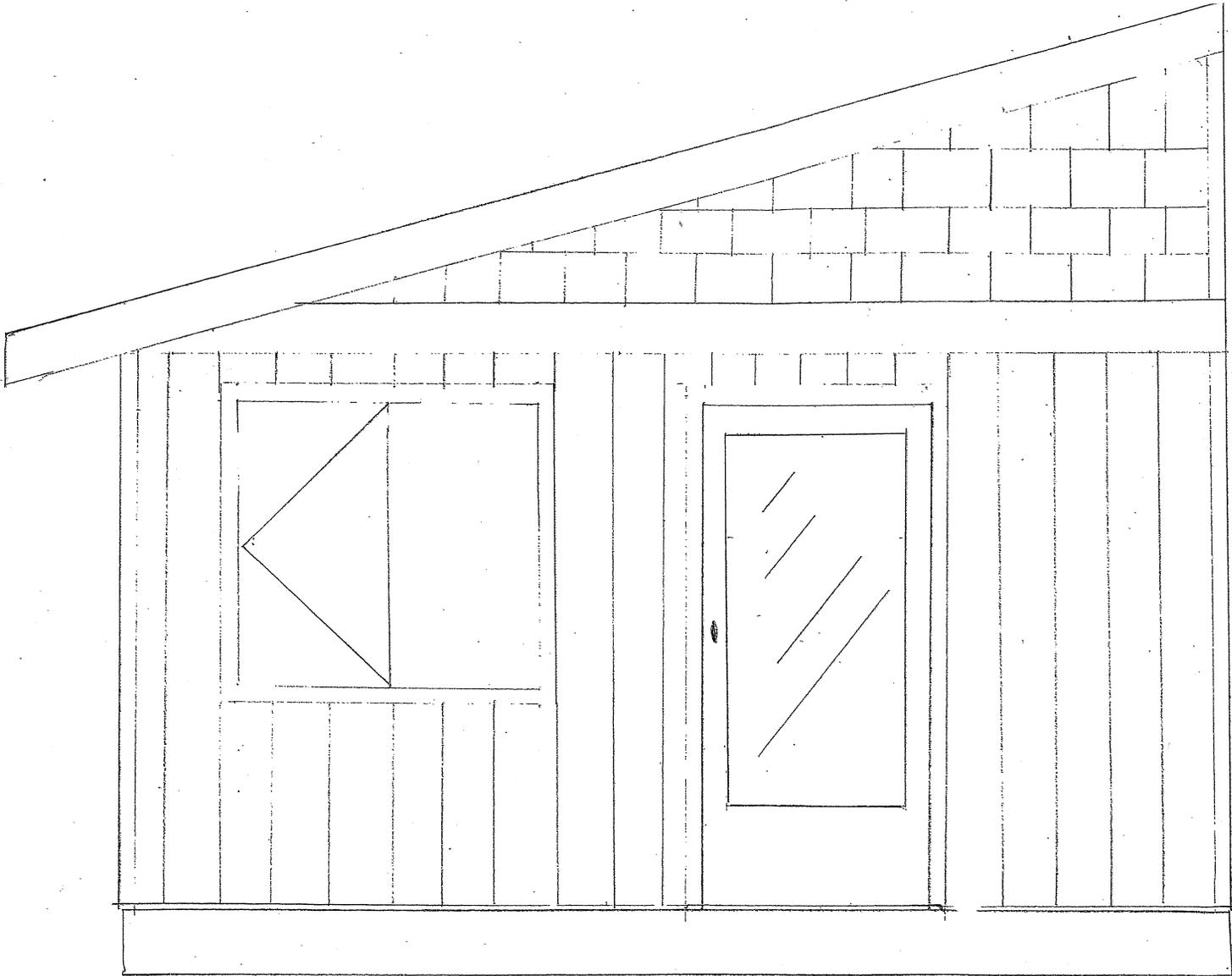
July 15, 2012, Revised
June, 2017
Addition @ 1719 Cowichan Bay Rd.
Pier 67
Scale 1/2" = 1'
Drawn By: P. Rob Jallo



South Elevation



North Elevation



July 15, 2015
West Elevation
Addition @ 179
Concha Bay Rd
Scale 3/4" = 1'
Drawn By: P. Raleigh



STAFF REPORT TO COMMITTEE

DATE OF REPORT March 6, 2017

MEETING TYPE & DATE Electoral Area Services Committee Meeting of March 15, 2017

FROM: Development Services Division
Planning & Development Department

SUBJECT: Development Permit with Variance Application No. 10-D-15DP/VAR
(1725 Cowichan Bay Road)

FILE: 10-D-15 DP/VAR

PURPOSE/INTRODUCTION

The purpose of this report is to consider a Development Permit Application for an approximately 15 m² (160 sq. ft.) addition to an existing building located at 1725 Cowichan Bay Road. The addition operates as a real estate office.

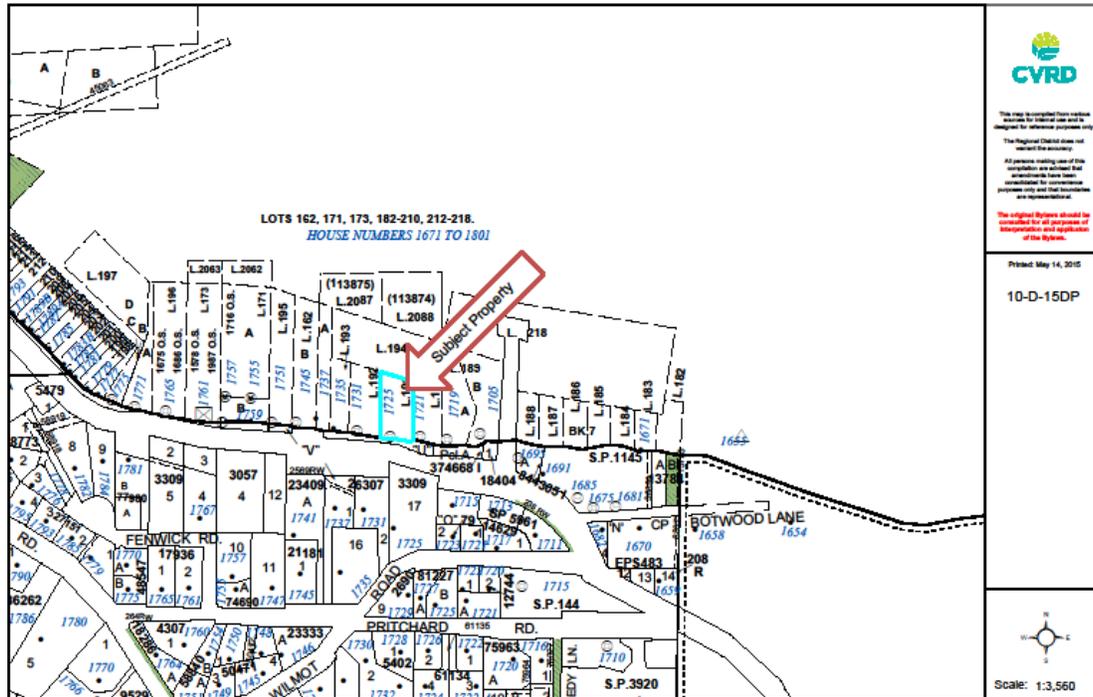
RECOMMENDED RESOLUTION

That it be recommended to the Board that Development Permit Application No. 10-D-15DP/VAR (1725 Cowichan Bay Road) be denied as it is contrary to the view protection guidelines of the Marine Village Development Permit Area of Electoral Area D – Official Community Plan No. 3605.

BACKGROUND

<u>Location of Subject Property:</u>	1725 Cowichan Bay Road
<u>Legal Description:</u>	Lease No. 111603 – District Lots 192, 193, 2087, Block A of District Lot 162 and Part West of Northerly Production of the Easterly Boundary of District Lot 192, District Lot 194, all within the Cowichan District.
<u>Date Application Received:</u>	May 13, 2015
<u>Owner:</u>	Province of BC (Lease No. 111503)
<u>Applicants:</u>	Jim Money and Doug MacAlpine
<u>Size of Parcel:</u>	1 ha (includes upland and marine areas)
<u>Existing Zoning:</u>	W-3 (Water Marina)
<u>Existing Plan Designation:</u>	Marine Village
<u>Existing Use of Property:</u>	Marina slips and commercial rentals
<u>Use of Surrounding Properties:</u>	
	North: Marina Boat slips and Cowichan Bay
	South: Residential
	East: Commercial and Marina
	West: Commercial and Marina
<u>Road Access</u>	Cowichan Bay Road
<u>Water:</u>	Cowichan Bay Waterworks District
<u>Sewage Disposal:</u>	Cowichan Bay Sewer
<u>Environmentally Sensitive Areas:</u>	The Cowichan Valley Environmental Planning Atlas identifies a “Shoreline Sensitive Area” on the upland portion of the subject land. Cowichan Bay is also subject to the Cowichan Bay Estuary and Environmental Management Plan
<u>Archaeological Site:</u>	None identified

LOCATION MAP



APPLICATION SUMMARY

The application proposes to issue a Development Permit that would authorize an approximately 15 m² building addition. The addition has been constructed without a Development Permit or Building Permit and is currently used as a realty office. If approved, a building permit will be required.

The subject property is part of the Pier 67 Marina and includes upland commercial areas. The addition was built over an existing impervious surface, which created no additional shading over Cowichan Bay. As a result, the addition does not require approval of the Cowichan Estuary Environmental Management Plan Committee.

COMMISSION / AGENCY / DEPARTMENTAL CONSIDERATIONS

Surrounding Property Owner Notification and Response:

A total of 20 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 the variance application to reduce the number of parking spaces provided from 1 to 0, and requested comments within a recommended time frame. To date, two letters in support and one letter opposed to the variance request have been received (Attachment G).

Advisory Planning Commission

Please see Attachment F for a full record of the Electoral Area D Advisory Planning Commission meeting. Their recommendation was to issue the Development Permit subject to a professional survey, and that the applicants commit to:

- “Applying for a development permit for any future project;
- Reviewing signage to align with the requirements of the OCP in terms of number, form, sightlines and public safety;
- Sending a letter to certain tenants regarding potential structures being built without permits, notably a patio area.”

OFFICIAL COMMUNITY PLAN/POLICY CONSIDERATIONS

The subject property is designated as Marine Village in Cowichan Bay Official Community Plan (OCP) Bylaw No. 3605, and is zoned as W-3 (Water Marina) within Zoning Bylaw No. 1015. The use is permitted as an office accessory use pursuant to the zoning of the subject property.

The Marine Village Development Permit Area (DPA), as defined in the OCP, was established in part for the form and character of development, but also to consider environmental protection (including landscaping and rainwater management), outdoor lighting, signs, and other site layout considerations.

Development Permit Guidelines

For a complete set of guidelines, please consult OCP Bylaw No. 3605, Sections MV.5 General Guidelines, MV.6 Guidelines for Commercial, Industrial, & Mixed Use Development and MV.8 Sign Guidelines.

Site and Environmental Design

No additional shading was created as a result of this proposal. This addition is covered by a large roof structure, so no new impervious surfaces have been established. No additional parking areas requiring oil-water separators were created.

Public Access, Walkways and Amenity Areas

The DPA guidelines emphasize protection of view corridors and, when redevelopment occurs, to increase public access and view opportunities to the ocean.

This structure fills in an area that was currently vacant but contiguous with other developed upland areas. There is a café patio that the addition was built in line with, and directly in front of (towards the water side).

Landscaping

Due to the historic development of the site, extensive landscaping is not possible. However, the guidelines suggest that large planters constructed of natural materials should be used to accommodate plantings.

Vehicular Access

There is no direct vehicular access to the addition, therefore pedestrian pathways and circulation on the site is not affected.

Parking, Storage & Service Areas

For an office, one parking space per 40 m² of gross floor area is required. Creating additional parking spaces in Cowichan Bay at this location is currently not possible. The guidelines specify that where parking cannot be provided onsite, the development will contribute cash-in-lieu of parking to be placed in a reserve fund for parking and transportation facilities in Electoral Area D – Cowichan Bay. The intention being that in the future, these funds would be used to create alternative transportation opportunities or offsite parking in Electoral Area D – Cowichan Bay.

Cowichan Bay Zoning Bylaw No. 1015 (Marine Lands) specifies that for an office use, \$4,000 per

parking space is required as an alternative to meeting the parking requirements.

Instead of providing the parking space, or paying the fee, the applicants have requested a variance to the parking standards due to the minor nature of the addition. The applicants have showed the number and location of parking spaces to the office (Attachment C – Site Plan), and have indicated that the office will not generate new traffic. The plan shows three spaces of the existing parking allotment dedicated to the office use. With parking at a premium in Cowichan Bay, these spaces were likely occupied by other users prior to the realty office, so in staff's opinion, no net increase in parking was created. The applicants partnered in a project several years ago whereby a retaining wall and backfilling occurred, and which created two new parking spaces.

When pre-existing development is deficient in parking, only the new development is required to provide the number of parking spaces specified in accordance with the zoning bylaw. For example, a development would not be required to retroactively supply parking for existing uses. In the case of the office, one parking space is therefore required.

Building Design, Scale & Massing, Efficiency

Generally, the guidelines encourage the use of natural materials including board and batten siding, shakes, wood plank with particular emphasis on wood trim around doors, windows and along eaves. A photo of the addition is attached for the Commission's reference. It is consistent with the guidelines through its use of natural materials and adherence to a west coast theme.

View Protection

As noted above, the guidelines place priority on maintaining views of the ocean from Cowichan Bay Road, and also views from the waterside into the village. The location of the proposed addition is located within an existing view corridor and is fronting a café patio. The structure has solid walls, which do not provide any view opportunities where there was formerly. Staff is of the opinion that through design and the addition of glazing on the upper portions of the wall, views could have been preserved from the patio and Cowichan Bay Road to the ocean.

Heritage Preservation

New buildings and structures should be in harmony with existing historic buildings and features within the Cowichan Bay village.

Exterior Lighting

Minor lighting is provided at the entrance to the office.

Guidelines for Commercial, Industrial & Mixed Use Development (MV. 6)

With respect to this section, the applicable guideline states that "buildings will be designed in keeping with the west coast climate with particular attention given to rain-related design with protective overhangs above windows, walls and pedestrian walkways". For reference, please see attached building elevations and photos of the existing addition and covered structure.

Sign Guidelines (MV. 8)

The guidelines discourage multiple, free-standing signs and specify that these should be kept to a number needed to inform and direct pedestrian and vehicular traffic. There is no road frontage for the realty office, therefore to address signage there is hanging signage near the entrance through the corridor fronting the addition (for reference, see Attachment E – Photos of the Addition).

PLANNING ANALYSIS

As an alternative to meeting the parking standards of the Zoning Bylaw, the required off-street parking spaces may be located on a different parcel than where the use/development is

occurring, provided that a written agreement is established and the CVRD approves and is a co-signatory. This is not the case in this situation. Additionally, the applicants may pay cash-in-lieu of parking as a contribution to creating alternative transportation opportunities in Electoral Area D – Cowichan Bay or to support development of offsite parking infrastructure.

This addition was built without a building permit or Development Permit, and had one been applied for, staff would have evaluated the application in terms of compliance with the Development Permit guidelines, including those around view protection, parking and landscaping. The application as proposed would likely not have been approved, given the impact to the view corridor.

Although the finishes applied to the addition fit well within the character of Cowichan Bay, and the building addition is small, the placement of the structure in an established view corridor is contrary to the guidelines of the OCP, and could have been designed better to preserve views had a Development Permit been requested prior to construction of the structure.

Option 1 is recommended.

OPTIONS

Option 1:

That it be recommended to the Board that Development Permit with Variance Application No. 10-D-15DP/VAR (1725 Cowichan Bay Road) be denied as it is contrary to the view protection guidelines of the Marine Village Development Permit Area of Electoral Area D – Official Community Plan No. 3605.

Option 2:

That it be recommended to the Board:

1. That the request to vary the parking requirement associated with Development Permit with Variance Application No. 10-D-15DP/VAR (1725 Cowichan Bay Road) be denied;
2. That Development Permit with Variance Application No. 10-D-15DP/VAR (1725 Cowichan Bay Road) be approved with cash-in-lieu of parking provided in the amount of \$4,000;
3. That the hanging signs be removed from the corridor; and
4. That the General Manager of Planning & Development be authorized to permit minor revisions to the permit in accordance with the intent of development permit guidelines of Official Community Plan Bylaw No. 3605.

Option 3:

That it be recommended to the Board:

1. That Development Permit with Variance Application No. 10-D-15DP/VAR (1725 Cowichan Bay Road) be approved;
2. That Section 5.1(a) be varied to reduce the required parking spaces from one parking space to zero;
3. That the hanging signs be removed from the corridor; and
4. That the General Manager of Planning & Development be authorized to permit minor revisions to the permit in accordance with the intent of development permit guidelines of Official Community Plan Bylaw No. 3605.

Prepared by:

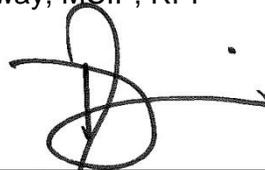


Rachelle Rondeau, MCIP, RPP
Planner II

Reviewed by:



Rob Conway, MCIP, RPP
Manager



Ross Blackwell, MCIP, RPP, A. Ag.
General Manager

ATTACHMENTS:

- Attachment A – Zoning Map
- Attachment B – Orthophoto Map
- Attachment C – Site Plan
- Attachment D – Building Elevations
- Attachment E – Photos of the Addition
- Attachment F – APC Minutes
- Attachment G – Letters from Adjacent Property Owners

ATTACHMENT A Bay



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

The Cowichan Valley 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.

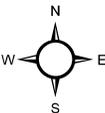
The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

File: 10-D-15DP

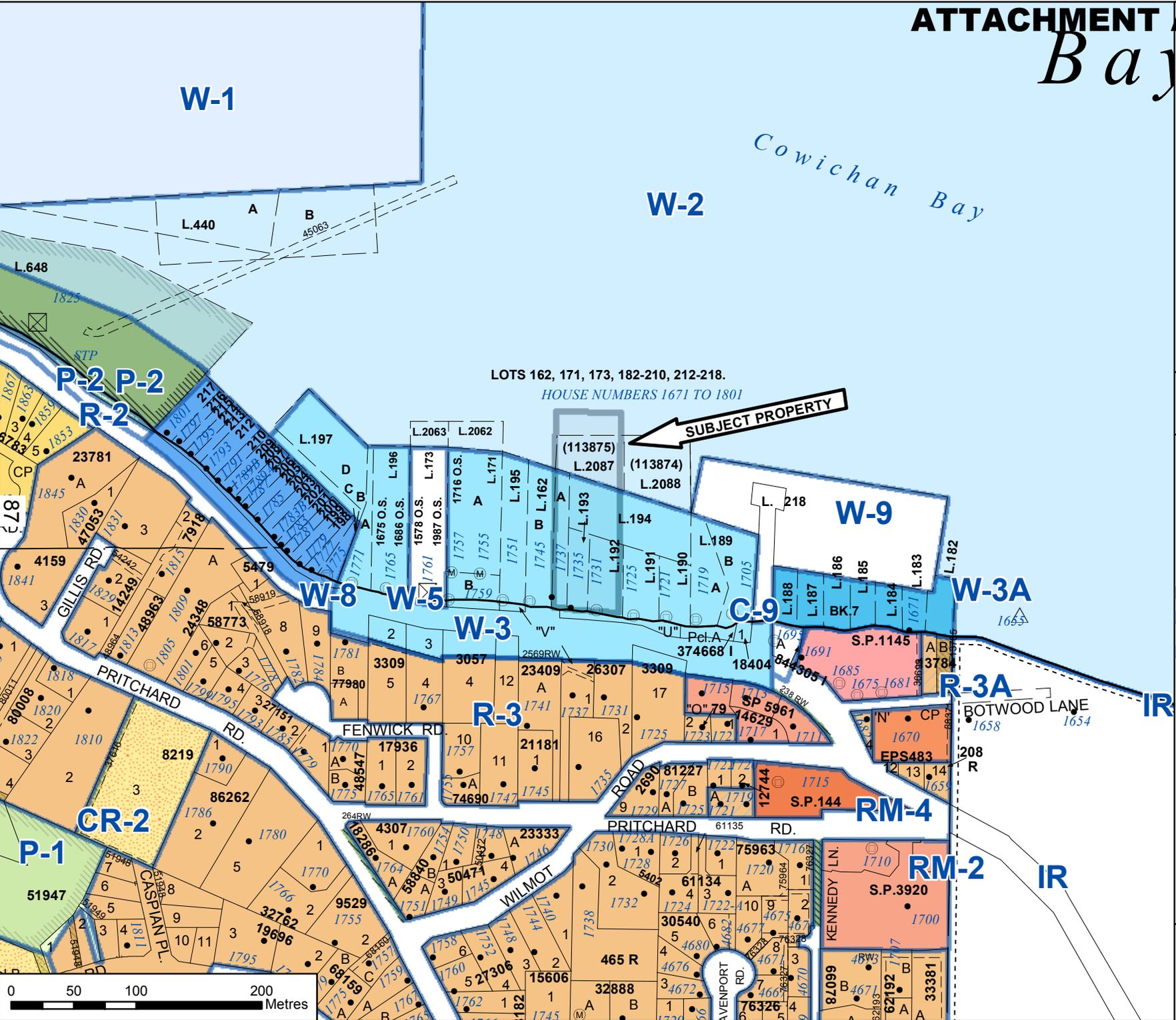
ZONING

Legend

- Subject Property
- Zoning D Marine
- Zoning D Uplands



UB2





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

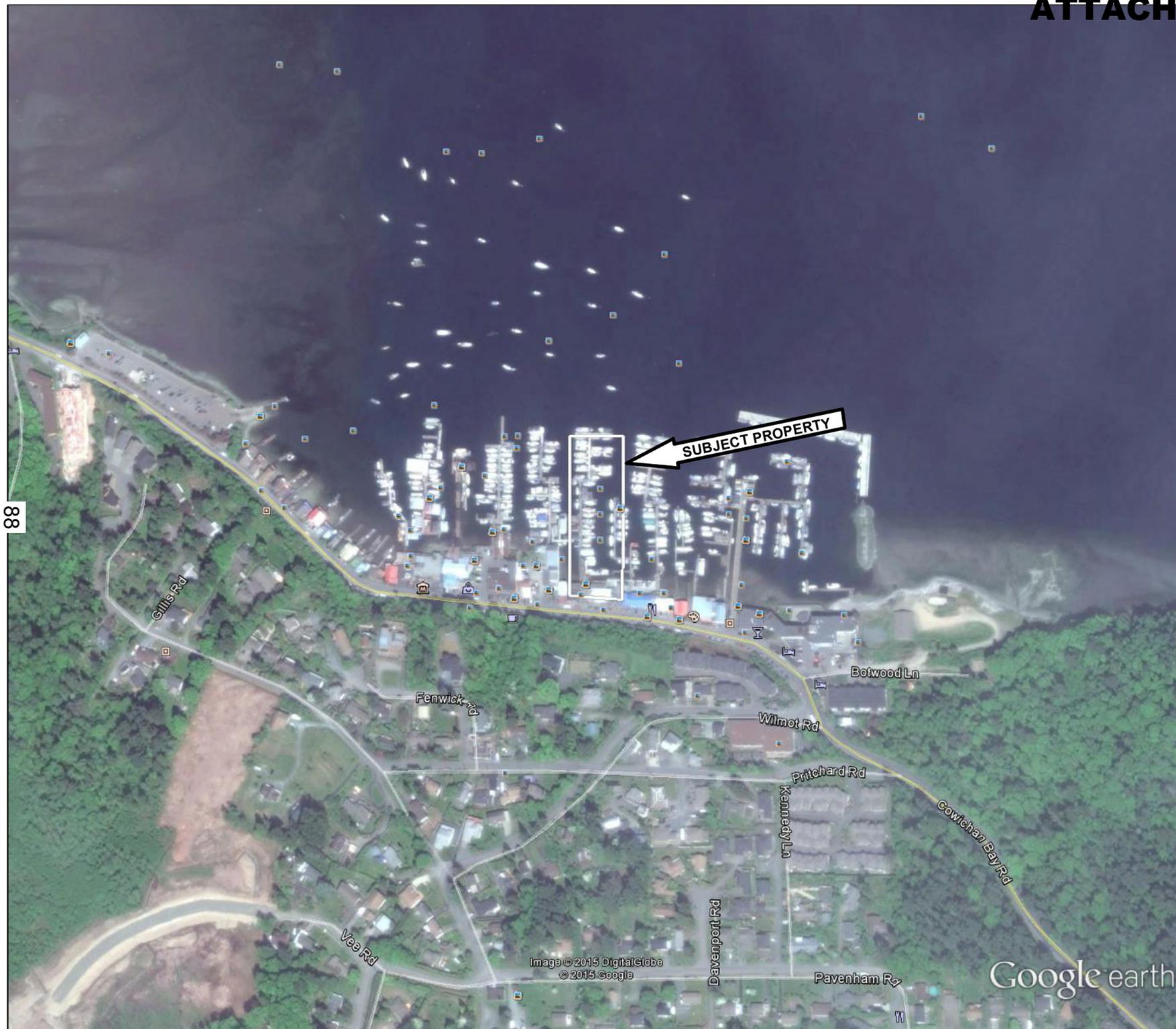
The Cowichan Valley Regional District does not warrant the accuracy.

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: 10-D-15DP

Google Earth Photo (2014)



88

Gillis Rd

Fenwick

Vee Rd

Image © 2015 DigitalGlobe © 2015 Google

Davenport Rd

Wilmot Rd

Pritchard Rd

Kennedy Ln

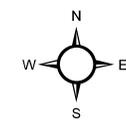
Pavenham Rd

Botwood Ln

Cowichan Bay Rd

Google earth

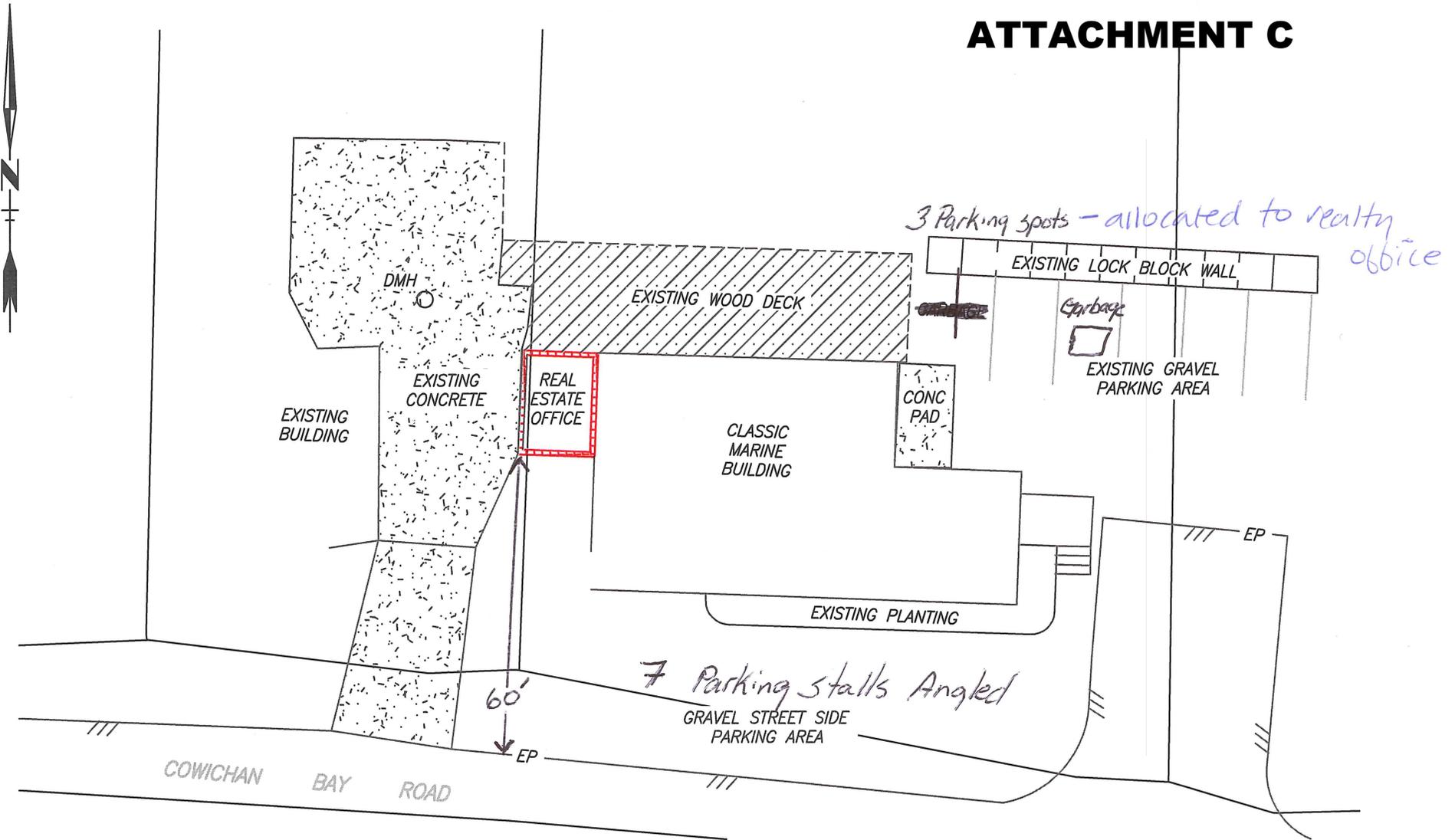
SUBJECT PROPERTY



UB2

ATTACHMENT C

89



SITE PLAN 1:250

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CLIENT: **JIM MONEY & DOUG MacALPINE**

SHEET TITLE:
 SITE PLAN TO ACCOMPANY A DEVELOPMENT PERMIT WITH VARIANCE APPLICATION FOR DL 192 LEASE/PERMIT/LICENSE # 111603, DL 193, DL 2087, BLI # 1273-4, DL 162 & PT WEST OF NORTHERLY PRODUCTION OF EASTERLY

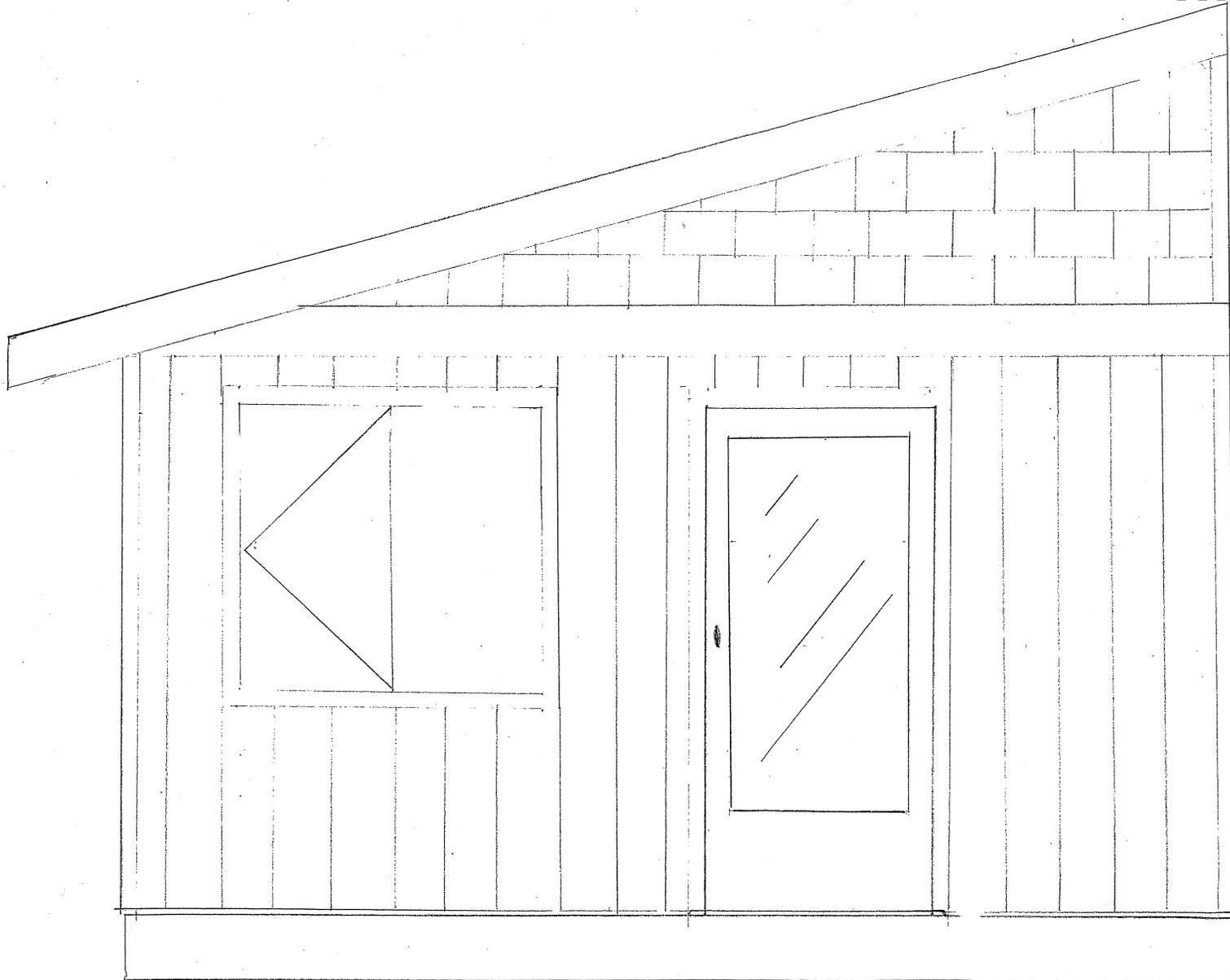


CREATIVE ENGINEERING SERVICES
 715 CANADA AVENUE
 DUNCAN, BC
 V9L 1Y1
 creativeengineering@shaw.ca

DRAWN: SB	DATE: JUNE
CHECKED: CW	FILE: 1273-4
SCALE: 1:250	DWG: 1273-4 LAYOUT

UB2

ATTACHMENT D



90

July 15; 2015
West Elevation
Addition @ 1719
Concho Bay Rd.
Scale 3/4" = 1'
Drawn By: P. Reitzoff

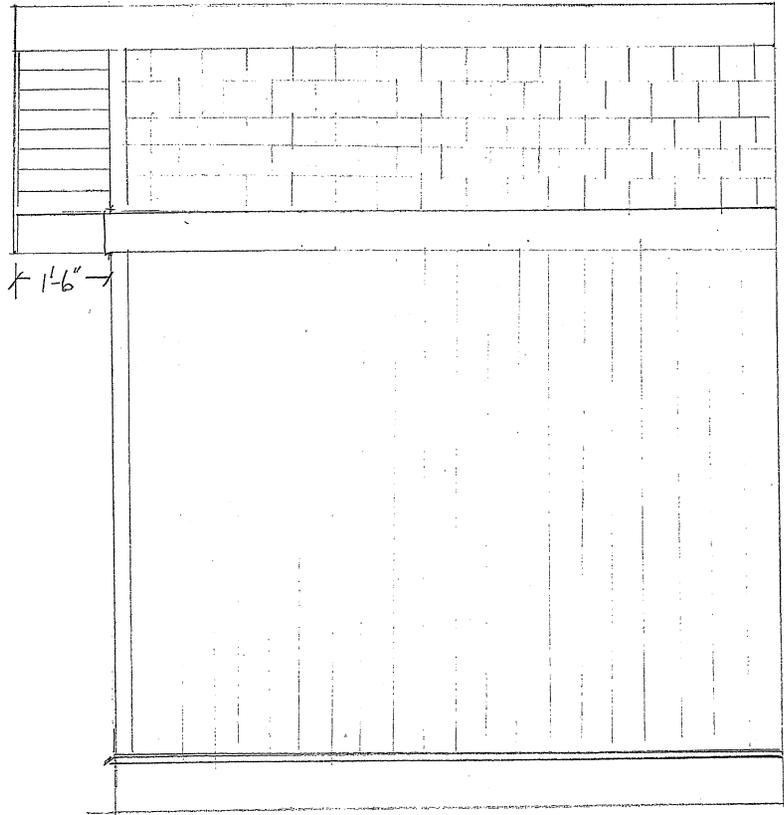
UB2

July 15, 2015

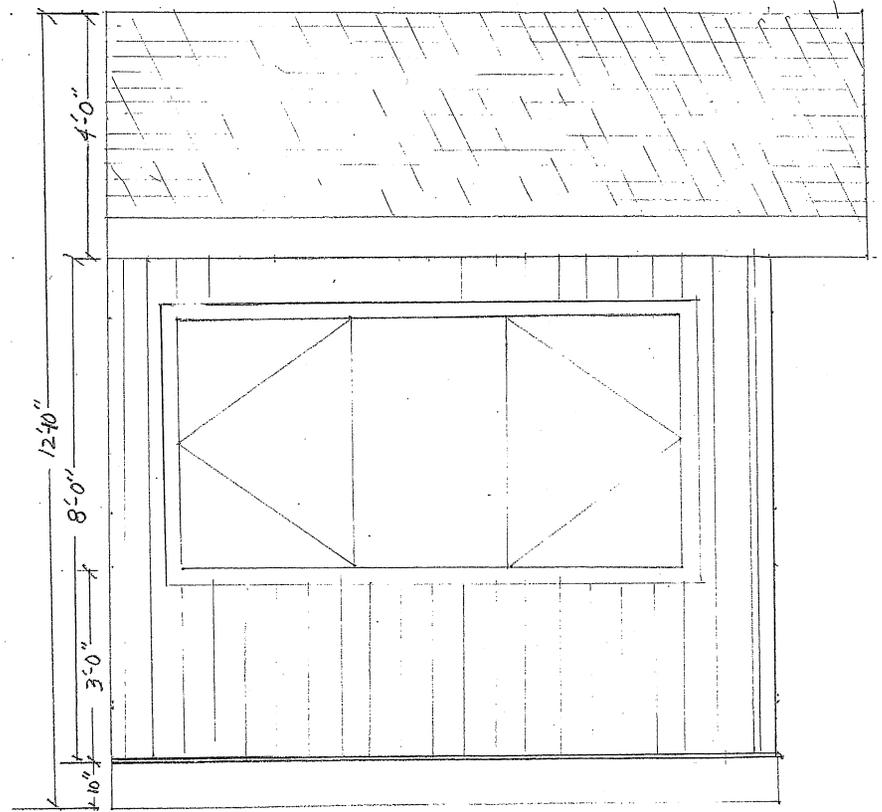
Addition @ 1719 Cowichan Bay Rd.
Pier 67

Scale $\frac{1}{2}'' = 1'$

Drawn By: P. Rob Joff



South Elevation



North Elevation

UB2



Minutes of APC Meeting – Area D

July 21, 2016 7:00pm @ Cowichan Estuary Nature Centre

Agenda: Development Permit Application No. DPA 10-D-15DP (J Money / D MacAlpine, Pier 67)

Call to order: 7:05

Members Attending: Joe Kinrade, Peter Holmes, Ken Olive, Larry Gray, Hilary Abbott, Kerrie Talbot (Note Taker), Robert Stitt (Chair), Lori Iannidinardo (Director, Area D).

Regrets: Kevin Maher

Applicants Attending: Jim Money and Doug MacAlpine

Guests: 0

Purpose: Application for a Development Permit for the addition of an office.

Applicants briefly described the project following a site visit by APC members the previous day.

- The office has already been built, without a permit
- The office is occupied by a developer/loan broker with most transactions via the Internet
- Two parking lots have been created on the water side at the east end of property by removing stored materials

Topics raised by APC:

- Noted that the applicants had not followed the required process including obtaining a permit. While the challenges of maintaining a business in Cowichan Bay are well known and the OCP encourages business development, this approach puts all parties in a difficult position.
- The applicants stated that they were not aware they needed a permit as there is no plumbing and the office, which has its own roof, is located under an existing roof. The applicant also noted it is increasingly normal for builders to build without permits since they are building to increasingly high standards.
- CVRD Planning staff confirmed that applications are forwarded to the APC regardless of whether or not a project has been built with a permit.
- Questions regarding loss of views and sightlines to the water, intended to be protected under the OCP. Approximately 30% of the horizontal sightline when viewed from the edge of the road has been lost with the addition of the office.
- Two Pier 67 tenants have added overhead signs in the laneway which further obstruct the view of the Bay.
- The original laneway to the water has become more constrained by construction over time and concerns were expressed about fire truck access and fire spread. The applicants expressed that fire spread is a significant concern in Cowichan Bay village.

- Queried percentage of building to lot coverage – applicants stated it is 'less than 40%'.
- Marina owners for Pier 66 & 67 have connected their wharves for public enjoyment and resident safety. They support the idea of a boardwalk along the entire waterfront but not all marina operators and tenants are in favour.

Other topics raised:

- Some parking in the Bay has been modified from parallel to angle parking which is observed to be more dangerous
- Buildings in the Bay need to be surveyed regarding fire lanes and encroachments
- Potential parking solutions for the summer, ideally to be led by businesses and marina owners

Motion:

Moved by Hilary Abbot:

That issue of a Development Permit is recommended as presented, subject to a professional survey being undertaken for structures at 1725, 1731, 1735 & 1737 Cowichan Bay Road.

Seconded: Ken Olive

Discussion: None

All in favour.

Recommendations:

- The CVRD sends a friendly information bulletin to businesses in Cowichan Bay village regarding the intent of the OCP regarding sightlines and signage, and the criteria and benefits for acquiring Building and Development Permits, to be followed up with an information meeting.
- The applicants (J. Money & D. MacAlpine) be required to obtain the required permits and undergo the appropriate inspections for this structure.

The applicants committed to:

- Applying for development permits for any future projects.
- Reviewing signage to align with the requirements of the OCP in terms of number, form, sightlines and public safety.
- Sending a letter to certain tenants regarding potential structures being built without permits, notably a patio area.

Meeting adjourned at 8:00 pm.

Rachelle Rondeau

From: Lance Underwood <captnlance@gmail.com>
Sent: Sunday, January 15, 2017 6:00 PM
To: LORI IANNIDINARDO
Cc: Rachelle Rondeau
Subject: Re: Village Issue and where to direct complaints

To Whom It May Concern:

My name is Lance Underwood. My wife and I have been residents and business owners in Cowichan Bay for over a decade. I am currently the president of our strata at Villas on the Bay, co owner of the Mud Room Clayworks, a captain at Ocean Ecoventures Whale Watching and owner of a commercial prawn and crab vessel based out of Cowichan Bay. My wife operates the pottery business full time and is the Vice President of the CBIA (Cowichan Bay Improvement Association).

Cowichan Bay is a wonderful community. We have watched over the last decade as Cowichan Bay residents have worked their butts off, and put their hearts and souls into cleaning up the town and making it a true destination for travellers and a gem within the Cowichan Valley. We have decided to spend our lives here, and are raising our three year old son in this unique place.

Over the last couple of years, we have been witnessing our community slowing moving backwards. Jim Money and his business partner Doug MacAlpine came into the community in a whirlwind, immediately making changes to the marinas, buildings, and businesses with absolutely zero forethought.

Recently, Money and MacAlpine have built multiple structures in the Bay without obtaining proper permits for building and without any consideration for existing businesses. The main instance was when Money and MacAlpine decided to add on the the building where my wife's pottery studio has been for over two decades. These guys not only built without permits, but did not use licensed, bonded, or insured professionals to build. My wife and I went along with the construction as Money and MacAlpine are our land lords, skeptical about the building that was happening and about the future tenants. The current tenant of the new structure is David Salmon of Worthy Real Estate Investments. Firstly, this new structure which was erected without permits or consultation has further restricted a very restricted lane to the water. The structure blocks sightlines to the water, restricts access to the marina for boat owners and live boards, and restricts a fire lane. As you are probably aware, parking is a major issue in Cowichan Bay, and has become more of a problem with the addition of this business / structure. Up until this summer, we rarely had issues with people parking in the fire lane, but Dave Salmon of Worthy Real Estate Investments and his employees decided to start parking in the fire lane in between True Grain Bakery and our business, The Mud Room Clayworks. Despite there being signs stating that it was a "Fire Lane, Do Not Block!", Salmon and his associate continued to do so, blocking the fire lane, and the access to our pottery studio. When my wife confronted them about the problem, she was screamed at and berated by both Dave Salmon and his employees until we was crying. We are not the only people that have experienced problems. The owners of Classic Marine asked Dave Salmon to have some courtesy for business owners and not park his trucks in front of local businesses, and park outside of the village core and walk in like the rest of the business owners do, and Salmon proceeded to attempt to run Rick Carpentier of Classic Marine over with his truck. Salmon has been rude and attempted to intimidate other members of the community. The list of problems with these tenants (Worthy Real Estate Investments) goes on, including public use of illegal drugs directly in front of our pottery studio while my son who was two years old at the time was playing in front of our pottery studio.

Recently, One of Dave Salmon's "friends" has rented a unit in the same building as our pottery studio from our land lords Money and MacApline. They have been blocking parking continuously with vehicles as they come and go during the process of altering their rented unit. These men, who have also been rude and have attempted to intimidate community members are attempting to open up a Marijuana Dispensary, which according to the RCMP, is illegal.

We used to live in a peaceful community where we didn't need to worry about who was wandering around our children. We never had to worry about other business owners bullying or threatening us. We could have respectful conversations with one another about issues and that the rules and bylaws of our community would be followed and that there would be a certain measure of respect for fellow business owners and residents of our community. That does not seem to be the case these days. I am pleading with you to hold Money and MacAlpine accountable for their actions. Make these men follow the same rules that we all have to follow. I'm also asking that you help to discourage our land lords from welcoming criminals and thugs into our peaceful community for their own personal gain. Both of these businesses go against our Official Community Plan, and the spaces would be better suited for other retail businesses to rent, businesses that would draw the right people into our community.

If you would like to contact me, you can reach me at this email address, or by phone at 250 710 7344.

Sincerely,
Lance Underwood

On Sun, Jan 8, 2017 at 11:16 AM, LORI IANNIDINARDO <lianni@shaw.ca> wrote:

To Me liannidinardo@cvrld.bc.ca

To Rachelle Planner at CVRD rroudeau@cvrld.bc.ca

To Ross Blackwell Manager of Planning rblackwel@cvrld.bc.ca

Sent from my iPad

--

Lance D Underwood
PO Box 2326
Cowichan Bay, BC, V0R1N0
SLC Fisheries LTD
Ocean Ecoventures Whale Watching
250 710 7344

Rachelle Rondeau

From: Planning and Development
Sent: Thursday, December 15, 2016 2:14 PM
To: Rachelle Rondeau
Subject: FW: File #10-D-15DP/VAR

-----Original Message-----

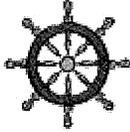
From: Dungeness Marina [<mailto:info@dungenessmarina.com>]
Sent: December-15-16 11:00 AM
To: Planning and Development
Subject: File #10-D-15DP/VAR

Dear Rachelle,

We have no objection to the Development Permit with Variance application by Jim Money and Doug McAlpine. File #10-D-15DP/VAR.

Thank you,

Carrie and Rob Hokanson
Dungeness Marina



Cowichan Bay Marina Ltd.

Box 2517 Cowichan Bay, BC VOR-1N0
Tel: (250) 701-9033 E-mail: CowichanBayMarina@shaw.ca

Dec 14, 2016

Rachelle Rondeau, Planner II
Development Services Division
Planning & Development Department
CVRD – 175 Ingram St, Duncan, BC V9L 1N8

Dear Ms. Rondeau:

RE: 1725 Cowichan Bay Rd. – Parking Variance

File: # 10-D-15DP/VAR

Thank you for providing the opportunity to comment on the Parking Variance request by my immediate neighbors 1725 Cowichan Bay Rd. (Pier67 Marina).

We are in favour of CVRD granting the parking variance. Our rationale is below:

1. The tenants of the space remain the same. It is not an additional tenant. Current parking for the tenant works no different with the addition as it did before the addition.
2. The addition did not take any existing parking out of the Village supply. It has always been a pedestrian/emergency vehicle corridor & can still be one.
3. The current tenant is a low volume client business. It doesn't attract dozens of car/clients daily as some of the basic retail businesses do.
4. Parking in Cowichan Bay can be problematic at various times, particularly the summer season. The Village suffers from its success at attracting visitors, shoppers, & tourists over the past decade. The village layout & buildings were created long before parking standards & bylaws related to parking existed. It is impractical to apply rigid 21st century parking practices to a Village which has largely taken its current configuration over 75 years ago. I believe all application of bylaw enforcement in Cowichan Bay Village needs a practical, case by case examination due to the unique nature of the Village.

Yours truly,

Gary Marshall
Per: Cowichan Bay Marina Ltd.

0204CowichanBayMarina_1725ParkingVariance



Walkway in front of addition – includes planters and benches.

Hanging signage to be removed.

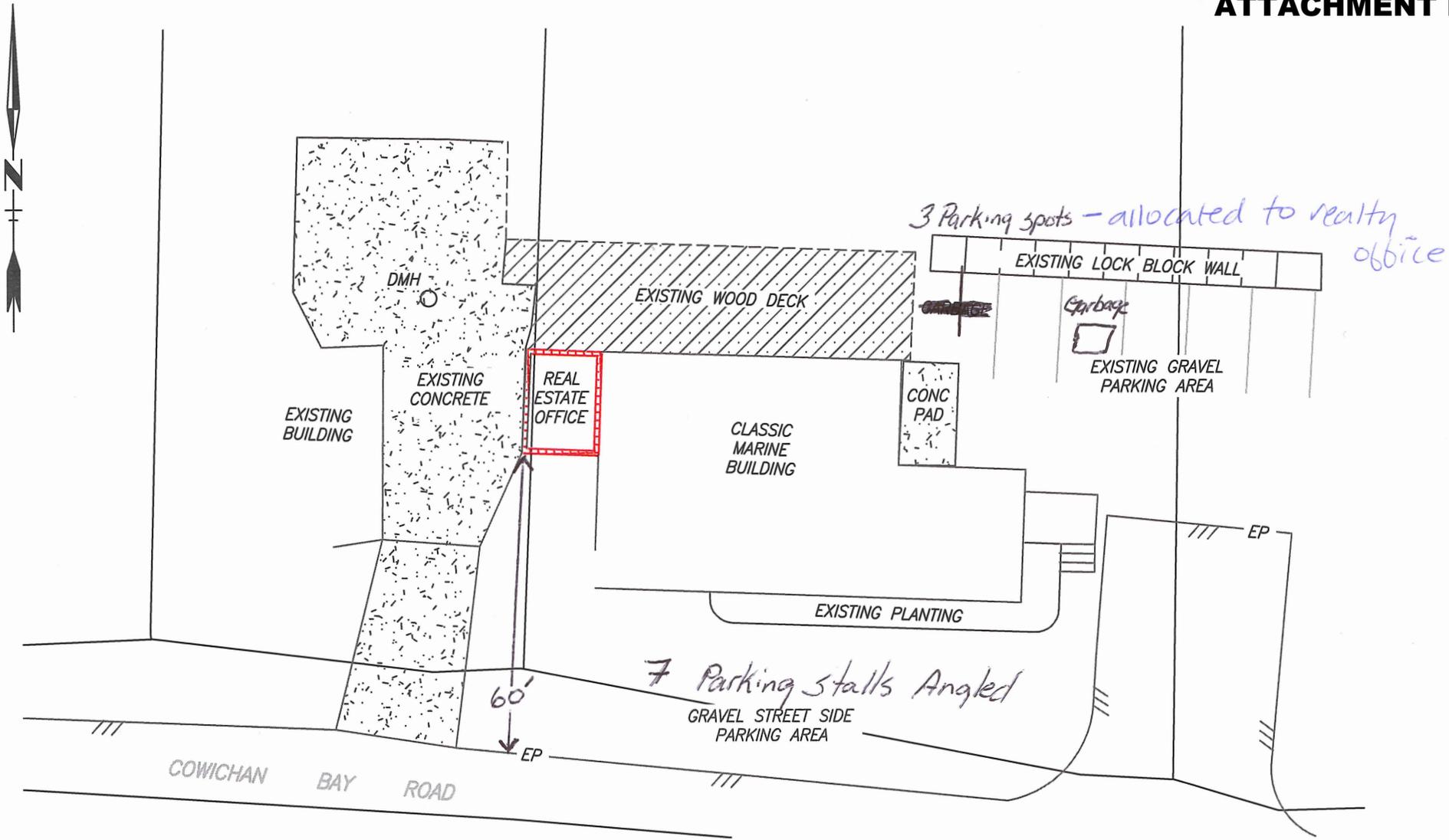


New window to be inserted in this wall.



Exterior finishes and main entry to realty office.

100



SITE PLAN 1:250

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CLIENT: **JIM MONEY & DOUG MacALPINE**

SHEET TITLE:
 SITE PLAN TO ACCOMPANY A DEVELOPMENT PERMIT WITH VARIANCE APPLICATION FOR DL 192 LEASE/PERMIT/LICENSE # 111603, DL 193, DL 2087, BLK A OF DL 162 & PT WEST OF NORTHERLY PRODUCTION OF EASTERLY



CREATIVE ENGINEERING SERVICES
 716 CANADA AVENUE
 DUNCAN, BC
 V9L 1V1
 creativeengineering@shaw.ca

DRAWN: SB	DATE: JUNE
CHECKED: CW	FILE: 1273-
SCALE: 1:250	DWG: 1273-
	LAYOUT:

UB2



COWICHAN VALLEY REGIONAL DISTRICT

DEVELOPMENT PERMIT

FILE NO: 04-C-17DP

DATE: _____

REGISTERED PROPERTY OWNER(S):

1. This Development Permit is 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 Permit applies to and only to those lands within the Regional District as described below:

Lot 1, Section 11, Range 8, Shawnigan District, Plan 51058

3. **Authorization is hereby given for subdivision to create one new lot in accordance with the Schedules A, B, C, D & E and the following:**

Prior to issuance of a Development Permit:

Removal of all invasive plants, and replanting with non-invasive plants on the subject property, in accordance with Schedule B.

Prior to issuance of a Building Permit for any new buildings or structures:

1. Implementation of the Rainwater Management Guidelines, in accordance with Schedule C.
2. Implementation of the Wildfire Interface Guidelines, in accordance with Schedule E.

4. The following Schedules are attached:

Schedule A – Proposed Subdivision Plan

Schedule B – Invasive Species Guide

Schedule C – Rainwater Management Guidelines, as per the South Cowichan Official Community Plan (Bylaw No. 3510)

Schedule D – Subdivision Guidelines, as per the South Cowichan Official Community Plan (Bylaw No. 3510)

Schedule E – Wildfire Interface Guidelines, as per the South Cowichan Official Community Plan (Bylaw No. 3510)

- 5. The land described herein shall be developed in substantial compliance with the requirements and provisions of this Permit, and any plans and specifications attached to this Permit shall form a part thereof.
- 6. 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.

Construction is considered to be substantially started when a valid building permit for the development has been issued and shall not have lapsed; and excavation or construction works associated with the development, hereby approved, must have commenced to the satisfaction of the General Manager of Planning & Development. Demolition does not constitute construction.

This Permit is not a building permit or subdivision approval. No certificate of final completion or recommendation of subdivision approval by the Cowichan Valley Regional District shall be issued until all items of this Development Permit have been complied with to the satisfaction of the Planning & Development Department.

ISSUANCE OF THIS PERMIT HAS BEEN AUTHORIZED BY RESOLUTION NO. _____ PASSED BY THE BOARD OF THE COWICHAN VALLEY REGIONAL DISTRICT THE _____ DAY OF _____, 2016_.

I HEREBY CERTIFY that I have read the terms and requirements 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 _____ (owner), other than those contained in this Permit.

Owner (signature)

Witness (signature)

Print Name

Print Name

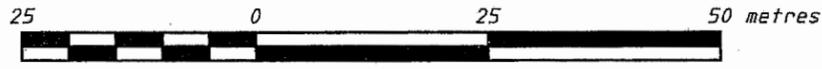
Date

Date

UB2

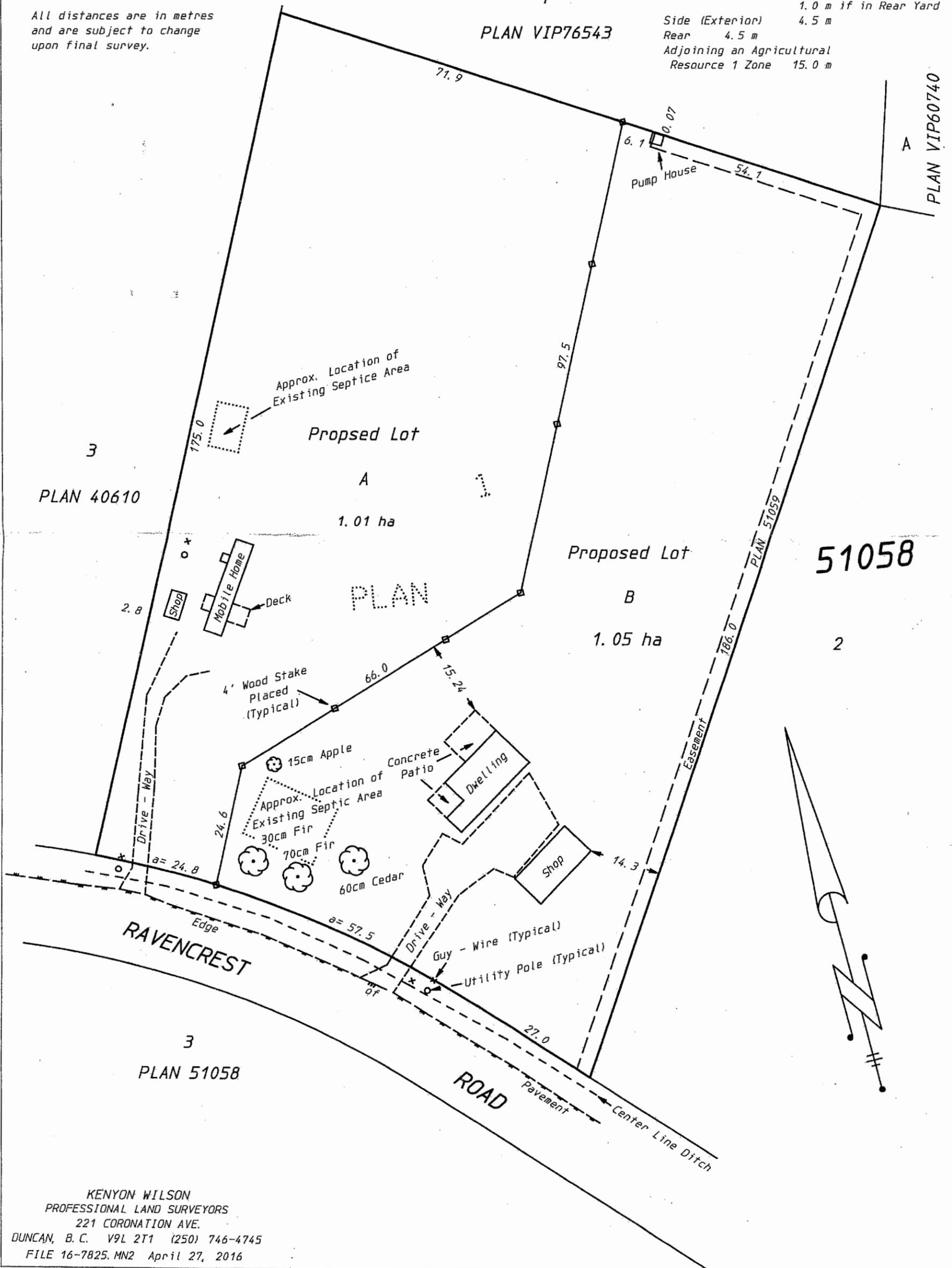
PLAN OF PROPOSED SUBDIVISION OF
 LOT 1, SECTION 11, RANGE 8,
 SHAWNIGAN DISTRICT, PLAN 51058.

SCALE 1 : 750



All distances are in metres
 and are subject to change
 upon final survey.

Note: Lot 1 lies within R.D. Area C and is Zoned RR-
 Bylaw setback requirements is follows:
 Principal Uses :
 Front 7.5 m
 Side (Interior) 3.0
 Side (Exterior) 4.5 m
 Rear 4.5 m
 Residential Accessory Uses :
 Front 7.5 m
 Side (Interior) 3.0 m
 Side (Exterior) 4.5 m
 Rear 4.5 m
 Adjoining an Agricultural Resource 1 Zone 15.0 m



KENYON WILSON
 PROFESSIONAL LAND SURVEYORS
 221 CORONATION AVE.
 DUNCAN, B.C. V9L 2T1 (250) 746-4745
 FILE 16-7825.MN2 April 27, 2016

24.4 Rural Development Permit Area: GUIDELINES and EXEMPTIONS

Prior to commencing any development, including subdivision, construction or land clearing, on lands within the South Cowichan Rural Development Permit Area, unless exempted below, the owner will submit information that demonstrates how the proposed development meets the guidelines in the following Sections:

24.4.1A General Guidelines

1. In all cases where a development permit is required, the eradication of invasive weeds, such as English Ivy, Scotch Broom, Gorse, Himalayan Blackberry, Morning Glory and Purple Loosestrife, and other non-native invasive weeds listed by the Coastal Invasive Plant Committee and the BC Landscape and Nursery Association, will be a requirement of the development permit.
2. In all cases where a development permit is required, the best management practices within the Ministry of Environment *Develop with Care: Environmental Guidelines for Urban and Rural Land Development in British Columbia* will be encouraged.
3. Where the Regional District considers that construction would be on land that is subject to or is likely to be subject to flooding, mud flows, debris flows, debris torrent, erosion, landslide, rock falls, subsidence or avalanche, the applicant may be required to provide a report certified by a professional engineer with experience in geo-technical engineering indicating that the development will not result in property damage or the loss of life on the site or in the surrounding area.

24.4.1B General Guideline Exemptions

The General Guidelines do not apply to development that does not require a develop permit under Sections 24.4.2 through 24.4.15.

What are Invasive Species?

They are plants, animals and organisms from another country or region that have the potential to negatively impact humans, animals and ecosystems. Invasive species are also known as non-native, weeds or exotic species and are distinct in their ability to spread rapidly and displace native plants.

Why Should We Care?

The impacts associated with the introduction and spread of invasive species is not unique to one industry, organization or community - all citizens are affected. Invasive species are the second greatest threat to biodiversity, after habitat loss. Many rare ecosystems, like Garry Oak Meadows, within the Coastal ISC management area are under threat from invasive plants.

Social

Some invasive plants can cause skin burns and rashes, worsen allergies, or be toxic to people and pets; and in extreme cases cause death.

Economic

Invasive species can damage private property and infrastructure and reduce land values. According to Environment Canada, invasive species damage to agriculture and forest industries results in an estimated \$7.5 billion of lost revenue annually.

Environmental Impacts

Invasive species can change the way our natural areas look, feel and function. Serious impacts include the alteration of long-established food webs between indigenous species, disruption of pollination patterns and biodiversity reduction.

Our Mission

“Support collaborative and ecologically sound invasive alien species management through efficient use of available resources.”

Report Invasive Species Four easy ways!

1. **Smartphone Report-A-Weed App**
2. **Email a photo to:**
info@coastalisc.com
3. **Call 1-844-298-2532 (Courtenay) to report within Coastal Communities**
4. **Online Report-A-Weed Wizard:**
www.for.gov.bc.ca/hra/plants/raw.htm



Visit us online
www.coastalisc.com

UB2

Get to Know Invasive Species!

On Vancouver Island, the Gulf Islands and Sunshine Coast

Partnerships at work, reducing the threat of invasive species



Who is Coastal ISC?

The Coastal ISC is a non-profit society that collaborates with partners to improve invasive species management and education on Vancouver Island, the Gulf Islands and the Sunshine Coast; as part of a province-wide effort to reduce the impacts of invasive species.

What is Coastal ISC doing?

With many invaders in our region and limited resources, it is important to be strategic about management. Early Detection Rapid Response (EDRR) is an approach to managing invasive species that aims to prevent establishment in the first place. Early detection of newly arrived invasive species, followed by a well coordinated rapid response, will increase the likelihood of eradication or containment of new invasions.

EDRR has proven to be the most cost effective means of controlling the expansion of invasive species. Coastal ISC maintains a Priority List of invasive plants which are divided into the management categories Prevent, Eradicate, Contain and Control, based on the status of spread through the region as a whole. A complete list of Priority plants can be found on our website.

Coastal ISC Service Area



Ways You Can Help

Home Owners

- Prevent infestations by promptly re-seeding disturbed areas with vegetation, preferably with native plants.
- Prioritized efforts using the Management Categories.
- Control infestations, using methods appropriate to site and species. Such as: hand pulling, digging, cutting, dead-heading.
- Follow up efforts are often required at least annually.
- Share your knowledge with friends and neighbours.



Gardeners

- Know what you grow -avoid purchasing or trading known invasive plants. Be suspicious of exotic plants promoted as fast spreaders or vigorous self seeders as these are often invasive plants.
- Avoid purchasing plants with ants or other organisms on them.
- Do not dig out plants from roadsides or disturbed areas.
- Control invasive plants prior to seed development.
- Grow native plants or request native plants from garden centers

Learn which species are invasive in your area.

Visit us online at www.coastalisc.com 105



Ways You Can Help

Land Managers

- Prevent infestations by promptly re-seeding disturbed areas with vegetation, preferably native plants.
- Control established infestations, prioritizing work based on our Management Categories.
- Monitor infestation sites annually for follow-up treatment.
- Organize a local event like a community weed pull.



Recreationists

- Clean footwear, equipment, tools and vehicles before leaving an area that is infested with invasive species.
- Avoid moving water from one area to another in boat ballasts.
- Choose weed-free parking /staging areas
- Avoid bringing back plant material or wildlife as “souvenirs”.

HOW TO DISPOSE

- Dead-head invasive plant seeds, seed heads or fruit prior to seed maturity.
- Don't “recycle” garden debris into public parks or natural areas.
- Collect invasive plant material in heavy plastic bags and transport to local landfill for deep burial or incineration. **DO NOT COMPOST**
- Contact your local municipality or regional district for options.
- For remote areas, where feasible, try to pack out flower/seeds in a bag. Or leave uprooted plant parts to dry out and decay.

PREVENT

Kudzu

Pueraria montana var. lobata



photo: K. Starr

ERADICATE

Giant Hogweed

Heracleum mantegazzianum



photo: A. Millham



Spartina species

Spartina anglica, *Spartina densiflora*,
Spartina patens



photo: A. Millham

Garlic Mustard

Alliaria petiolata



photo: C. Richman

Blessed Milk Thistle

Silybum marianum



photo: J. Samanek



Management Categories

PREVENT

Species not known to occur in region, but likely to establish if introduced.

Eradicate if found

ERADICATE

Species known to occur in limited distribution and low density.

Eradicate if found.



Animal health hazard

Human health hazard



CONTAIN

Knotweed species

Fallopia x bohemica, *Fallopia sachalinensis*,
Polygonum polystachum, *Fallopia japonica*



photo: A. Millham

Scotch Thistle

Onopordum acanthium



photo: A. Millham

Carpet Burweed

Soliva sessilis



photo: A. Millham

Poison Hemlock

Conium maculatum



photo: District of Saanich



Yellow Iris

Iris pseudacorus



photo: A. Flint



Knapweed species

Centaurea maculosa, *Centaurea pratensis*, *Centaurea diffusa*



photo: C. Richman

CONTROL

Daphne/Spurge-Laurel

Daphne laureola



photo: A. Millham



Butterfly Bush

Buddleja davidii



Scotch Broom

Cytisus scoparius



photo: A. Millham

Gorse

Ulex europaeus

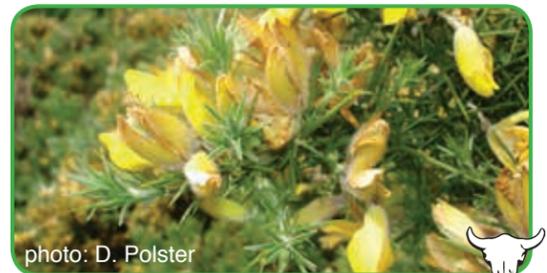


photo: D. Polster



Tansy Ragwort

Senecio jacobaeae



photo: A. Millham



Management Categories

CONTAIN

Established infestations found in portions of the region. Contain existing infestations and prevent spread to un-infested areas.

CONTROL

Established infestations common and widespread throughout the CISC region. Focus control in high value conservation areas. Use biological control, if available, on a landscape scale.

INVASIVE FAUNA

Bullfrogs

Lithobates catesbeiana



photo: C. Howe

Fire Ants

Myrmica rubra



photo: G. Alpert

Grey Squirrels

Sciurus carolinensis



photo: birdphotos.com

NOTE: Hardiness zones, z1-z10, refer to the USDA Hardiness Zone System. Zone 1 (z1) is coldest, and Zone 10 (z10) is warmest.

The level of invasiveness will vary based on the local climate and growing conditions. To find out if these invasive plants occur in your area, call 1-888-WEEDSBC or contact your Regional Committee (www.bcinvasives.ca, listed under Partners).

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Orange Hawkweed (<i>Hieracium aurantiacum</i>)</p>	<p>NATIVE (z3)</p>  <p>Alpine Aster (<i>Aster alpinus</i> subsp. <i>vierhapperi</i>)</p>	<p>EXOTIC (z6)</p>  <p>Arkwright's Campion (<i>Lychnis x arkwrightii</i>)</p>
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ADDITIONAL ALTERNATIVES: (z4) **Pinks and Carnations** (*Dianthus* spp. and hybrids); (z3) **Heart-leaved Arnica** (*Arnica cordifolia*); (z3) **Blanket Flower** (*Gaillardia aristata*)

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Oxeye Daisy (<i>Leucanthemum vulgare</i>)</p>	<p>NATIVE (z4)</p>  <p>Cutleaf Daisy (<i>Erigeron compositus</i>)</p>	<p>EXOTIC (z4)</p>  <p>White New York Aster (<i>Aster novi-belgii</i> white selections)</p>
--	--	--

ADDITIONAL ALTERNATIVES: (z3) **White Swan Coneflower** (*Echinacea purpurea* 'White Swan'); (z3) **Alpine Aster** (*Aster alpinus*); (z4) **Beach Fleabane Daisy** (*Erigeron glaucus*)

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Purple Loosestrife (<i>Lythrum salicaria</i>)</p>	<p>NATIVE (z4)</p>  <p>Hardhack (<i>Spiraea douglasii</i>)</p>	<p>EXOTIC (z2)</p>  <p>Tall Delphinium (<i>Delphinium elatum</i>)</p>
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ADDITIONAL ALTERNATIVES: (z3) **Blazing Star** (*Liatris spicata*); (z4) **Bloody Iris** (*Iris sanguinea*); (z3) **Spike Speedwell** (*Veronica spicata*)

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Russian Olive (<i>Elaeagnus angustifolia</i>)</p>	<p>NATIVE (z2)</p>  <p>Scouler's Willow (<i>Salix scouleriana</i>)</p>	<p>EXOTIC (z3)</p>  <p>Silver Buffaloberry (<i>Shepherdia argentea</i>)</p>
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ADDITIONAL ALTERNATIVES: (z3) **Sandbar Willow/Coyote Willow** (*Salix exigua*); (z5) **Pacific Crabapple** (*Malus fusca*); (z2) **Wolf-willow** (*Elaeagnus commutata*)

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Scotch Broom (<i>Cytisus scoparis</i>)</p>	<p>NATIVE (z3)</p>  <p>Prickly Rose (<i>Rosa acicularis</i> var. <i>sayi</i>)</p>	<p>EXOTIC (z5)</p>  <p>Deciduous Yellow Azalea (<i>Rhododendron luteum</i>)</p>
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ADDITIONAL ALTERNATIVES: (z2) **Shrubby Cinquefoil** (*Dasiphora (Potentilla) fruticosa*); (z4) **Forsythia** (*Forsythia* hybrids); (z4) **Japanese Kerria** (*Kerria japonica* 'Pleniflora')

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Spurges (<i>Euphorbia esula</i>, <i>E. myrsinites</i>, <i>E. cyparissias</i>)</p>	<p>NATIVE (z5)</p>  <p>Broad-leaf Stonecrop (<i>Sedum spathulifolium</i>)</p>	<p>EXOTIC (z5)</p>  <p>Yellow Ice Plant (<i>Delosperma nubigenum</i>)</p>
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ADDITIONAL ALTERNATIVES: (z6) **Red Hot Poker** (*Kniphofia* spp.); (z4) **Common Rockrose** (*Helianthemum nummularium*); (z2) **Yellow Gem Shrubby Cinquefoil** (*Dasiphora fruticosa* 'Yellow Gem')

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Tamarisk (<i>Tamarix chinensis</i>, <i>T. ramosissima</i>)</p>	<p>NATIVE (z4)</p>  <p>Rocky Mountain Juniper (<i>Juniperus scopulorum</i>)</p>	<p>EXOTIC (z2)</p>  <p>Preston Lilac (<i>Syringa x prestoniae</i>)</p>
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ADDITIONAL ALTERNATIVES: (z5) **Smoke Bush** (*Cotinus coggygria*); (z4) **Pacific Ninebark** (*Physocarpus capitatus*); (z2) **Birchleaf Spirea** (*Spiraea betulifolia* subsp. *lucida*)

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Toadflax (<i>Linaria vulgaris</i>, <i>L. genistifolia</i> subsp. <i>dalmatica</i>)</p>	<p>EXOTIC (z7)</p>  <p>Mersea Yellow Penstemon (<i>Penstemon pinifolius</i> 'Mersea Yellow')</p>	<p>EXOTIC (z9)</p>  <p>Snapdragons (<i>Antirrhinum majus</i>)</p>
---	--	--

ADDITIONAL ALTERNATIVES: (z3) **Daylily** (*Hemerocallis* hybrids); (z6) **Torch Lily** (*Kniphofia* 'Little Maid'); (z4) **Yellow Beard-tongue** (*Penstemon barbatus* 'Schooley's Yellow')

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Yellow Flag Iris (<i>Iris pseudacorus</i>)</p>	<p>EXOTIC (z3)</p>  <p>Western Blue Iris (<i>Iris missouriensis</i>)</p>	<p>EXOTIC (z3)</p>  <p>Butter and Sugar Iris (<i>Iris</i> 'Butter and Sugar')</p>
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ADDITIONAL ALTERNATIVES: (z7) **Oregon Iris** (*Iris tenax*); (z4) **Japanese Water Iris** (*Iris laevigata*); (z4) **Japanese Iris** (*Iris ensata*)

<p>INVASIVE</p>  <p>AVOID USE</p> <p>Yellow Archangel (<i>Lamium galeobdolon</i>)</p>	<p>NATIVE (z6)</p>  <p>Foam Flower (<i>Tiarella trifoliata</i>)</p>	<p>EXOTIC (z3)</p>  <p>Hosta (<i>Hosta</i> spp. and hybrids)</p>
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ADDITIONAL ALTERNATIVES: (z5) **Barrenwort** (*Epimedium* spp. and hybrids); (z5) **Yerba Buena** (*Clinopodium douglasii*); (z4) **Alumroot** (*Heuchera* hybrids)

Grow Me Instead is a key component of the **PlantWise** program, supporting gardeners and industry in reducing the distribution of invasive plants.

This brochure provides a **snapshot** of the invasive plants and suggested alternatives featured in the full **Grow Me Instead** booklet, available online or by contacting the Invasive Species Council of BC.

Special thanks to the **Horticulture Advisory Committee**.

COMPLIMENTS OF:
(PLACE STAMP HERE)



1-888-WEEDSBC

P (250) 305-1003 F (250) 305-1004
E info@bcinvasives.ca W bcinvasives.ca
#104-197 North 2nd Ave.
Williams Lake, BC V2G 1Z5



AVOID USE
(Invasive)

Bachelor's Buttons
(*Centaurea cyanus*)

GROW ME INSTEAD
(Native Species)

Showy Daisy
(*Erigeron speciosus*)

INVASIVE  **NATIVE (z3b)**  **EXOTIC (z4)** 





Avoid Use **Baby's Breath** (*Gypsophila paniculata*)

Avoid Use **Pearly Everlasting** (*Anaphalis margaritacea*)

Avoid Use **Sea Lavender** (*Limonium latifolium*)

ADDITIONAL ALTERNATIVES: (z4) **Filligran Russian Sage** (*Perovskia atriplicifolia*); (z4) **Hewitt's Double Meadow Rue** (*Thalictrum delavayi* 'Hewitt's Double'); (z3) **White Flax** (*Linum perenne* 'Diamond')

INVASIVE  **NATIVE (z2-6)**  **NATIVE (z3)** 





Avoid Use **Common Periwinkle** (*Vinca minor*)

Avoid Use **Kinnickinnick** (*Arctostaphylos uva-ursi*)

Avoid Use **Woodland Strawberry** (*Fragaria vesca*)

ADDITIONAL ALTERNATIVES: (z4) **False Lily-of-the-valley** (*Maianthemum dilatatum*); (z4) **Small-flowered Alumroot** (*Heuchera micrantha*); (z2) **Bunchberry** (*Cornus canadensis*, *C. suecica*, *C. unalaschensis*)

INVASIVE  **NATIVE (z6)**  **EXOTIC (z7)** 





Avoid Use **English Ivy** (*Hedera helix*)

Avoid Use **Salal** (*Gaultheria shallon*)

Avoid Use **Taiwan Creeping Raspberry** (*Rubus pentalobus*)

ADDITIONAL ALTERNATIVES: (z5) **Deer Fern** (*Blechnum spicant*); (z4) **Purple Wintercreeper Euonymus** (*Euonymus fortunei* 'Coloratus'); (z5) **Priwet Honeysuckle** (*Lonicera pileata*)

INVASIVE  **NATIVE (z5)**  **EXOTIC (z2)** 





Avoid Use **Himalayan Balsam** (*Impatiens glandulifera*)

Avoid Use **Wild Bleeding Heart** (*Dicentra formosa*)

Avoid Use **Cardinal Flower** (*Lobelia cardinalis*)

ADDITIONAL ALTERNATIVES: (z4) **Beard-tongue** (*Penstemon barbatus*); (z3) **Red Columbine** (*Aquilegia formosa*); (z7) **Pink Monkey Flower** (*Mimulus lewisii*)

INVASIVE  **NATIVE (z2)**  **EXOTIC (z3)** 





Avoid Use **Bachelor's Buttons** (*Centaurea cyanus*)

Avoid Use **Showy Daisy** (*Erigeron speciosus*)

Avoid Use **Purple Coneflower** (*Echinacea purpurea*)

ADDITIONAL ALTERNATIVES: (z4) **Blue Flax** (*Linum lewisii*); (z3) **Nodding Nion** (*Allium cernuum*); (z4) **Cupid's Dart** (*Catananche caerulea*)

INVASIVE  **NATIVE (z3)**  **EXOTIC (z3)** 





Avoid Use **Common Tansy** (*Tanacetum vulgare*)

Avoid Use **Yarrow** (*Achillea millefolium*)

Avoid Use **Summer Sunflower** (*Heliopsis helianthoides*)

ADDITIONAL ALTERNATIVES: (z3) **Tall Coneflower** (*Rudbeckia laciniata*); (z5) **Morden Eldorado Garden Mum** (*Chrysanthemum x morifolium* 'Morden Eldorado'); (z3) **Flat-top Goldenrod** (*Euthamia (Solidago) graminifolia*)

INVASIVE  **NATIVE (z3)**  **EXOTIC (z3)** 





Avoid Use **Field Scabious** (*Knautia arvensis*)

Avoid Use **Common Harebell** (*Campanula rotundifolia*)

Avoid Use **Hybrid Yarrow** (*Achillea millefolium* hybrids)

ADDITIONAL ALTERNATIVES: (z3) **Columbines** (*Aquilegia* cultivars); (z3) **Masterwort** (*Astrantia major*); (z3-5) **Bee Balm** (*Monarda didyma*)

INVASIVE  **NATIVE (z5)**  **EXOTIC (z5)** 





Avoid Use **Himalayan Blackberry** (*Rubus armeniacus*)

Avoid Use **Nootka Rose** (*Rosa nutkana*)

Avoid Use **Red Raspberry** (*Rubus idaeus* hybrids)

ADDITIONAL ALTERNATIVES: (z3) **Thimbleberry** (*Rubus parviflorus*); (z5) **Marionberry or Boysenberry** (*Rubus* 'Marion' or 'Boysen'); (z5) **Black Huckleberry** (*Vaccinium membranaceum*)

INVASIVE  **NATIVE (z3)**  **EXOTIC (z3)** 





Avoid Use **Blueweed** (*Echium vulgare*)

Avoid Use **Large-leaved Lupine** (*Lupinus polyphyllus*)

Avoid Use **Woodland Sage** (*Salvia nemorosa*)

ADDITIONAL ALTERNATIVES: (z3-6) **Blue Hyssop** (*Agastache foeniculum*); (z3) **Penstemon** (*Penstemon* hybrids); (z3) **Larkspur** (*Delphinium glaucum*)

INVASIVE  **NATIVE (z6)**  **EXOTIC (z7)** 





Avoid Use **Daphne** (*Daphne laureola*)

Avoid Use **Oregon Grape** (*Berberis (Mahonia) nervosa*)

Avoid Use **Winter Daphne** (*Daphne odora*)

ADDITIONAL ALTERNATIVES: (z8) **Evergreen Huckleberry** (*Vaccinium ovatum*); (z7) **Skimmia Cultivars** (*Skimmia* spp.); (z6) **Pacific Rhododendron** (*Rhododendron macrophyllum*)

INVASIVE  **NATIVE (z5)**  **EXOTIC (z3)** 





Avoid Use **Flowering Rush** (*Butomus umbellatus*)

Avoid Use **Arrowhead** (*Sagittaria latifolia*)

Avoid Use **Western Blue Iris** (*Iris missouriensis*)

ADDITIONAL ALTERNATIVES: (multi-z) **Sedges** (*Carex* spp.); (z3) **Narrow-leaved Cotton Grass** (*Eriophorum angustifolium*); (z4) **Small-flowered Bulrush** (*Scirpus* spp.)

INVASIVE  **NATIVE (z2)**  **EXOTIC (z3)** 





Avoid Use **Knotweeds** (*Fallopia japonica*, *F. sachalinensis*, *Polygonum polystachyum*)

Avoid Use **Red-osier Dogwood** (*Cornus stolonifera*)

Avoid Use **Peegee Hydrangea** (*Hydrangea paniculata* 'Grandiflora')

ADDITIONAL ALTERNATIVES: (z3) **Black Elderberry** (*Sambucus racemosa* var. *melanocarpa*); (z3) **False Solomon's Seal** (*Maianthemum (smilacina) racemosum* subsp. *amplexicaule*); (z3) **Goat's Beard** (*Aruncus dioicus*)

INVASIVE  **NATIVE (z3)**  **EXOTIC (z8)** 





Avoid Use **Butterfly Bush** (*Buddleja davidii*)

Avoid Use **Lewis's Mock Orange** (*Philadelphus lewisii*)

Avoid Use **California Lilac** (*Ceanothus* spp. and hybrids)

ADDITIONAL ALTERNATIVES: (z5) **Red-flowering Currant** (*Ribes sanguineum*); (z3) **Black Chokeberry** (*Aronia melanocarpa*); (z3) **Meyer Lilac** (*Syringa meyeri*)

INVASIVE  **NATIVE (z3)**  **EXOTIC (z6)** 





Avoid Use **English Holly** (*Ilex aquifolium*)

Avoid Use **Red Elderberry** (*Sambucus racemosa* subsp. *pubens*)

Avoid Use **San Jose Holly** (*Ilex x aquipernyi*)

ADDITIONAL ALTERNATIVES: (z6) **Holly-leaved Osmanthus** (*Osmanthus heterophyllus*); (z5) **Meserve Hollies** (*Ilex x meserveae*); (z5) **Tall Mahonia** (*Berberis (Mahonia) aquifolium*)

INVASIVE  **NATIVE (z5)**  **EXOTIC (z4)** 





Avoid Use **Giant Hogweed** (*Heracleum mantegazzianum*)

Avoid Use **Blue Elderberry** (*Sambucus cerulea*)

Avoid Use **Ligularia** (*Ligularia dentata*)

ADDITIONAL ALTERNATIVES: (z5) **Rodgersia** (*Rodgersia* spp.); (z3) **Shieldleaf Rodgersia** (*Astilboides tabularis*); (z5) **Wild Celery** (*Angelica* spp.)

INVASIVE  **NATIVE (z3)**  **EXOTIC (z3)** 





Avoid Use **Mountain Bluet** (*Centaurea montana*)

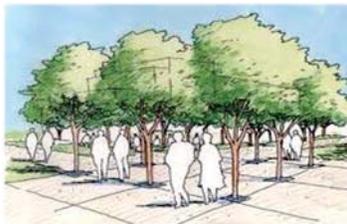
Avoid Use **Common Camas** (*Camassia quamash*)

Avoid Use **Summer Gent** (*Gentiana septem*)

ADDITIONAL ALTERNATIVES: (z3) **Bluehead Gilla** (*Gilia capitata*); (z3) **Clustered Bellflower** (*Campanula glomerata*); (z3) **Wild Bergamot** (*Monarda fistulosa*)

24.4.6 A: Landscaping, Rainwater Management and Environmental Protection Guidelines

The Landscaping/Rainwater Management/Environmental Protection Guidelines apply to the subdivision of land, and to commercial, industrial, multiple family and intensive residential development and their accessory uses.



1. Preparation of a landscaping plan by a British Columbia Society of Landscape Architects (BCSLA) or BC Landscape and Nursery Association (BCNTA)-certified landscape architect is preferred. Any landscaping plan submitted with an application for a development permit, whether professionally prepared or not, will be assessed by the CVRD according to BCSLA/BCNTA guidelines.
2. All required landscaping plans should be integrated with a rainwater management plan, which should favour natural solutions to drainage such as rain gardens and bio-swales, and should contain measures to limit impervious surfaces. The rainwater management plan must be prepared by a professional engineer with experience in drainage and submitted with the application for any commercial, mixed use or multiple family residential development proposal.
3. Runoff from the development must be strictly limited to prevent rainwater flows from damaging roads, surrounding properties and sensitive watershed features. Pervious surfaces should predominate, to encourage infiltration of water. The removal of trees should only be allowed where necessary and where alternate vegetation and water retention measures can be achieved.
4. For subdivision, where appropriate, lands should remain in a natural state, with landscaping measures used to provide rainwater infiltration.
5. All public areas should be landscaped, including entrances, building peripheries, parking and pedestrian areas, and open space areas, in a way that is complementary to both the site and surrounding lands.
6. Streetscape design should incorporate treatments that enhance the pedestrian experience and create a sense of local identity. Public streetscape amenities including walkways, benches, planters, and bike racks should have a high quality of design.
7. The appearance of large buildings should be enhanced using plants, shrubs and trees, and where necessary, hard landscaping treatments such as terraced retaining walls,



planters, gardens, special features such as a courtyards or fountains, outdoor seating and decorative paving or lighting.

8. Developments should incorporate and emphasize native landscape materials, and use drought resistant plants to reduce irrigation needs.
9. Industrial and commercial development visible from the Trans Canada Highway or major network roads should be screened and landscaped, including entrances, building peripheries, parking and pedestrian areas, and open space areas. The landscaping should consist of a mix of coniferous and deciduous vegetation, with low plantings and taller tree species at intervals.
10. Sites should not be dominated by areas of bark mulch, gravel or other similar materials.
11. Walkways or trails must be developed to encourage walking and cycling and to connect the development with surrounding areas. Public ocean views and access are encouraged.
12. A landscape buffer should be provided on industrial lands that adjoin a parcel within a residential land use designation. For industrial parcels with a potential for noise, smell or sight impacts, the minimum width of the landscape buffer should be 20 metres.

24.4.6 B Landscaping, Rainwater Management and Environmental Protection Guideline Exemptions

The Landscaping, Rainwater Management, and Environmental Protection Guidelines do not apply to:

- a. single family residential subdivision if the subject property is located within a CVRD Drainage Control Area;
- b. Construction of single family dwellings.

24.4.14 A Subdivision Guidelines

The Subdivision Guidelines apply to the subdivision of land, regardless of the land designation.

1. A trail system should link neighbourhoods to amenities and, where possible, provide corridors of native vegetation that can provide for groundwater infiltration.
2. The removal of trees should only be allowed where necessary and where alternate vegetation and water retention measures can be achieved.
3. If a subdivision proposal is received in an area identified for major road network connection or improvement in the Transportation section of this OCP, any development permit issued should accommodate major road network and intersection improvements that have been identified.

24.4.14 B Subdivision Guideline Exemptions

The Subdivision Guidelines do not apply to proposed boundary adjustments between two or more parcels of land.

SCHEDULE E

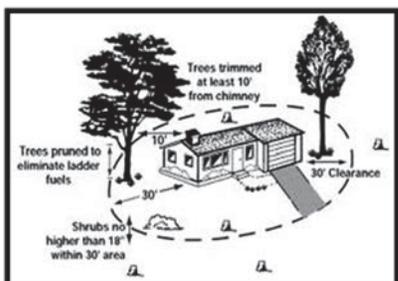
24.4.15 A Wildfire Interface Guidelines

The Wildfire Interface Guidelines apply to the construction of buildings, outside of a village containment boundary, within areas rated as high to extreme as shown on the CVRD Wildland Urban Interface Map.



1. Roof coverings will conform to Class A, B or C fire resistance as defined in the *BC Building Code*.
2. Any material used for exterior wall finishes should be fire resistant (e.g. stucco, metal siding, brick, cement shingles, concrete block, rock, poured concrete, logs or heavy timbers) as defined in the *BC Building Code*.
3. Manufactured homes should be skirted with a fire resistant material.
4. Chimneys should have spark arrestors made of 12 gauge (or better) welded or woven wire mesh with mesh openings of less than 12 millimetres.
5. All eaves, attic and under floor openings should be screened with a minimum 3 millimetre non-combustible, corrosion resistant wire mesh.
6. All windows should be double-paned or tempered.
7. Decks should be constructed of heavy timber, or non-combustible construction, with fire resistant assemblies, as defined in the *BC Building Code*.
8. It is not advisable to plant or retain mature coniferous evergreen trees within 10 metres of a building or structure. Any coniferous evergreen trees within 10 metres of the building should:
 - a. Have limbs pruned so that they are at least 2 metres above ground;
 - b. Be spaced so that they have at least 3 metres between crowns; and
 - c. Be spaced or pruned so that they are at least 3 metres from the building or structure.
9. Areas within 10 metres of a dwelling should not be covered with landscape mulches, such as bark chips, that are highly flammable and can create a horizontal surface for embers to ignite. Landscape rock and non-combustible landscape

mulches are preferred.

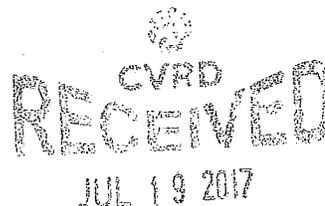


10. It is advisable to consider non-combustible landscaping on larger areas, on lands where land slopes. Radiant heat and burning embers originating from 30 to 200 metres from a building can cause it to burn. Owners are encouraged to manage this area to reduce fire intensity and rate of spread by methods such as removing dead needles, dead wood and combustible debris from the ground, removing any tree limbs within 2 metres of the ground, and spacing trees so that no tree limb is closer than 3 metres to the next.
11. Provision of Fire Smart Measures should be implemented for construction and subdivision, including appropriate firefighting equipment on site, thinning of fuels around buildings, and non-combustible roofing materials.

24.4.15 B Wildfire Interface Guideline Exemptions

The Wildfire Interface Guidelines do not apply in cases where:

- a. The building plans show compliance with these guidelines;
- b. A previous development permit has been issued and the above conditions have previously been met;
- c. The construction or alterations in accessory buildings or structures is not in excess of 40 m²;
- d. Interior renovations and minor exterior alterations.



COWICHAN VALLEY REGIONAL DISTRICT Finance Division

SUBMISSION FOR A GRANT-IN-AID (ELECTORAL AREAS)

Submitted by Director K VHN Area I

Grantee: YOUBON COMMUNITY ASSOCIATION Grant Amount \$ 500.00

NAME: Paula KANNERY

ADDRESS: 10474 YOUBON RD.
YOUBON, NE.
6803E1

Contact Phone No: 778 429 8688

PURPOSE OF GRANT: YOUBON SIGN - FLOWER BED, ETC.

REQUESTED BY: [Signature]
 Director's Signature

ACCOUNT NO.	AMOUNT
01-2-1950-0425-118	500.00

FOR FINANCE USE ONLY

BUDGET APPROVAL [Signature]

Approval at Regional Board Meeting of _____

Finance Authorization _____

From: Paula paularynan@gmail.com
Subject: Fwd: Funds for the Youbou Sign
Date: Jul 17, 2017, 2:37:18 PM
To: Klaus Kuhn KKuhn@cvrld.bc.ca

Sent from my iPhone

Begin forwarded message:

From: Paula <paularynan@gmail.com>
Date: July 17, 2017 at 2:08:02 PM PDT
To: Klaus Kuhn <KKuhn@cvrld.bc.ca>
Subject: Funds for the Youbou Sign

Paula Nannery
10474 Youbou Road
Youbou, BC
VOR 3E1

Dear Klaus:

The Youbou Community Association would like to request \$500 from CVRD to defray the time, expenses and expertise provided by volunteers who have provided the community with a wonderful flower bed at the Welcome to Youbou sign. In particular, we want to recognize the excellent contributions of the stone mason, Scott Thomas. Thank you for taking care of this in a timely manner.

Paula Nannery
Chairperson of YCA

Is this request sufficient, Klaus. Let me know what I need to add.

Paula