

Village of Cumberland Official Community Plan Bylaw No.990, 2014

As consolidated September 6, 2016

This copy of the Cumberland Official Community Plan is consolidated, for convenience, to include the following amendment bylaw. If there are any discrepancies between this consolidated version of the bylaw and the following Amendment Bylaw the Amendment Bylaws prevail:

BYLAW#	AMENDMENT #	ADOPTION DATE	DESCRIPTION
1035	#1	September 6, 2016	Required changes to the OCP because of the redesignation of the Cumberland Road Industrial Lands

ADMINISTRATION



THE CORPORATION OF THE VILLAGE OF CUMBERLAND

BYLAW NO. 990

A Bylaw to adopt an Official Community Plan for the Village of Cumberland

The Council of the Village of Cumberland wishes to adopt an Official Community Plan pursuant to Part 26, Division 2 of the *Local Government Act*;

The Council of the Village of Cumberland in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as the ‘Village of Cumberland Official Community Plan, Bylaw No. 990, 2014’.
2. The Official Community Plan attached as Parts A, B, C and D and Maps A, B, C, D, E, F, G, H, I, and J are made part of this Bylaw, and is designated and adopted as the Official Community Plan for the entire area within the jurisdiction boundaries of the Village of Cumberland.
3. The ‘Village of Cumberland Official Community Plan, Bylaw No. 786, 2004’ and all amendments thereto are hereby repealed upon adoption of this Bylaw.

READ A FIRST and SECOND TIME this	13TH	day of	January	2014.
SECOND READING rescinded this	24th	day of	March	2014.
READ A SECOND TIME AS AMENDED this	24th	day of	March	2014.
PUBLIC HEARING held this	15th	day of	April	2014.
READ A THIRD TIME this	28TH	day of	April	2014.
ADOPTED this	11th	day of	August	2014.

“Leslie Baird”

“Sundance Topham”

PART:

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A GLOSSARY OF TERMS

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A

PLAN OVERVIEW



1.0 INTRODUCTION

1.1 PLAN OVERVIEW

With its origins in the coal mining past of the Comox Valley, Cumberland has many characteristics that make it a great place to live, work and play. There is a palpable sense of community that resonates with arts and culture, and the small village feel has attracted a growing younger generation to call Cumberland home, contributing to a 26 percent increase in the local population since 2006.

Whether it's a visit to a local coffee shop with neighbours or a bike ride through the extensive open spaces, forests and natural amenities in the surrounding area, the Village provides a range of opportunities for all ages and needs. A fundamental draw for this Village is its sense of history and culture, which has attracted a diversity of people who enjoy a certain pace of life connected with nature, community and the arts. The Village is near to skiing and water amenities, as well as minutes away from other communities in the Comox Valley.

To support and build on this strong sense of community and growth, the Village has updated its Official Community Plan (OCP or "the Plan"). This Plan provides vision, passion for community wellbeing and health, and will be implemented through clear and measurable objectives and policies.

The Village of Cumberland (from here on referred to either as the "Village" or "Cumberland") is located approximately 10kilometres southwest of Courtenay in the Comox Valley (Figure 1).

1.2 PLAN ORGANIZATION

The OCP is divided into four parts:

PART A: PLAN OVERVIEW (Section 1 and 2) sets out the context for the plan, including its purpose and scope, and linkages to other Village and Regional plans. It also highlights the existing demographics for Cumberland along with the consultation process undertaken as part of the OCP review.

PART B: VISION AND GOALS (Sections 3 and 4) identifies the overarching vision, goals, and objectives that articulate the long-term aspirations of the community and lay the foundation for the objectives and policies that follow.

PART C: LAND USE POLICY DIRECTION (Sections 5 to 8) establishes the plan policies in 14 topic areas, including: future land use; housing; growth management; heritage preservation; general municipal infrastructure; transportation and connectivity; sand and gravel extraction; tourism; local food production and urban farming; environmental preservation; views and landscape character; climate change and adaptability; wildfire urban interface and recreation leisure and parks. Each section begins with a brief overview of the topic context and broad approach articulated through the objectives and policy statements that follow.

PART D: IMPLEMENTATION (Sections 9 to 11) defines the policies respecting plan implementation and community engagement to ensure that strategies are in place to measure and report on how the Village is meeting the goals and objectives of the OCP. This part also sets out the regulations associated with the Development Permit Areas and Heritage Conservation Area.

APPENDIX A and B include a glossary of terms and associated maps.

1.3 PURPOSE

This Plan is a comprehensive reorganization and revision of the 2004 OCP. The purpose of the Plan is to provide a broad framework of goals, objectives, and policies to guide decisions on future planning and land management within Cumberland. **Section 9** of the Plan provides direction on implementation and actions to achieve the vision, goals, objectives, and policies.

Where the Village does not have jurisdiction on a matter, the Plan may only state broad objectives related to that matter and the objectives and policies of this Plan are to be so interpreted.

1.4 PLAN AREA

The area covered by the Plan is the entirety of the area within the Village Municipal Boundary (Village boundaries). The plan encompasses approximately 3,032 hectares (Figure 1).



Figure 1: Regional Context and Village Municipal Boundary

Lands within the Plan area are within the Traditional Territory of the K'ómok's First Nation (Figure 2). This K'ómok's First Nation continues to take a strong interest in their Traditional Territory and have members residing within and adjoining the Plan area. There are four Reserves within the Traditional Territory: K'ómoks, Salmon River, Goose Spit, and Puntledge.

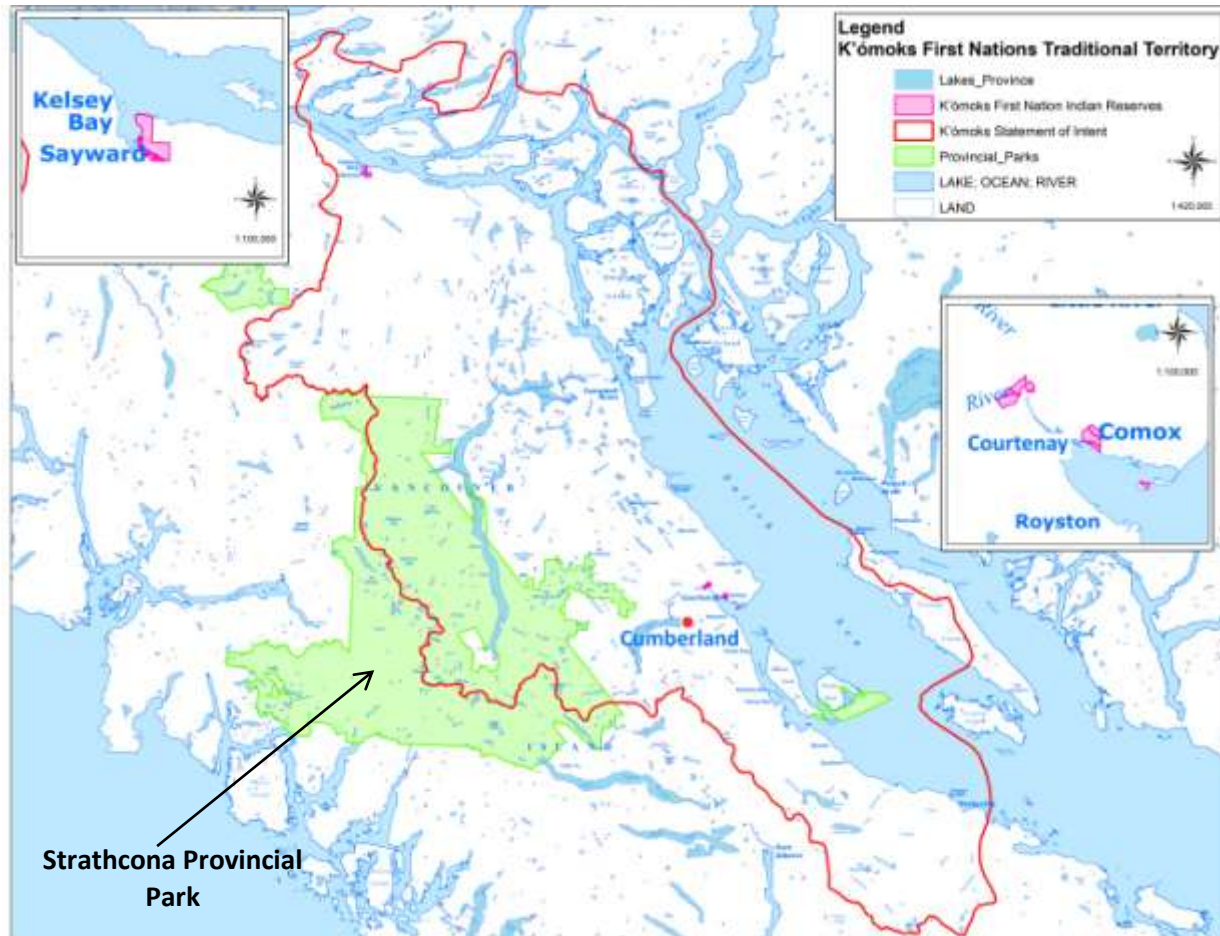


Figure 2: K'ómoks First Nation Traditional Territory—Courtesy of K'ómoks First Nation)

1.5 SCOPE

The Plan is intended to guide future growth and to set policies to achieve goals and objectives. However, there are other municipal bylaws related to zoning and subdivisions that are the primary tools used to regulate development. In British Columbia, OCPs are municipal bylaws. They are prepared and adopted within the statutory provisions of the *Local Government Act*¹, (LGA) which prescribes the general content of OCPs and also sets out a formal procedure for adopting such plans.

Under the LGA, an OCP must include policies on topics that are central to land use, like housing and infrastructure, while related policy areas, such as community well-being and environmental protection,

¹ Unless otherwise stated, all legislative section references are to the *Local Government Act*, R.S.B.C. 1996 c.323 (LGA)

are acceptable as broad objectives if not within the jurisdiction of the local government, but are not compulsory. This OCP is broader in scope than the minimum legal requirements and includes a number of new policy areas that were not previously included in the 2004 OCP, such as local food production and community well-being.

The 2004 OCP was developed with extensive public consultation through the “Cumberland Symposium” (a large public meeting) as well as more focused smaller groups. The Village initiated a review of its current OCP in 2012. While there are many elements of the current plan that continue to reflect the values of the community, the review was initiated in response to regional initiatives, such as the Regional Growth Strategy, and a succession of amendments since 2004. These have triggered the need to re-engage the community in the review and evolution of the OCP, ensuring it addresses new or emerging challenges, opportunities and perceptions of the community at large, and the need to clarify planning direction.

The Review and Revise process involved a range of engagement techniques over a period of 15 months (January 2013 to May 2014) to capture the views of the public and interested parties.

1.5.1 SUCCESSES OF THE 2004 OCP

The 2004 OCP identified a number of actions and programs to be undertaken as part of achieving the goals and objectives of the Plan. Those that have been completed are as follows:

- Development Cost Charge Bylaw reviewed and updated in 2010.
- Development Procedures and Fees Bylaw created in 2012, in which Heritage Alteration Permits are required for properties protected under a heritage designation bylaw.
- Public participation in Village matters is actively encouraged through the re-launched Village website and other online forums.
- Installation of new community amenities such as the Village Square (completed in May 2009)

The Village has also completed or collaborated on the following additional studies and plans since adoption of the 2004 OCP:

- Comox Valley Cycling Plan (2007)
- Roads Master Plan (November 2007)
- Water System Master Plan (January 2007)
- Cumberland Enhancement Study (June 2008)
- Sustainability Evaluation Statement (2009)
- Comox Valley Sustainability Strategy (February 2010)
- Sanitary Sewer Master Plan (July 2010)
- Stormwater Drainage Management Plan (July 2010)
- Long Range Water Supply Strategy (April 2011)
- Comox Valley Regional Water Supply Strategy (April 2011)
- Parks and Greenways Master Plan (July 2011)
- Cumberland Water Conservation Plan (November 2011)
- Floodplain Management Bylaw (2012)
- Corporate Climate Action Plan (February 2013)

1.6 PLAN LINKAGES

The Village has a number of planning policy documents that guide municipal decision making at various scales. The OCP provides the highest level of direction and foundation in the hierarchy of Village plans and policies.

In addition to the planning documents listed above, the following owners have development agreements with the Village:

- Malaview Developments Ltd. (Slegg)
- Comox Timber Ltd. (Trilogy)
- 634917 BC LTD. & W.D Edwards (Edwards Ministorage)
- Coal Valley Estates Ltd.
- Dale and Shirley Querin (Carlisle Lane)

Provincial legislation (LGA s.884) requires that works and services undertaken, and bylaws enacted after adoption of the OCP must be consistent with the OCP. Relevant plans are summarized in Table 1 below.

Table 1: Plan Linkages

Plan Type	Purpose	Scale	Timeframe
Corporate Strategic Plan	Guides the Village's short and long term corporate management and decision making and to allocate appropriate staffing resources	Corporate	Annual
Official Community Plan	Policy framework to move towards a sustainable community through planning and land use management	Local	30 years
Master Plans	Comprehensive plans for Village-wide topics or service delivery areas such as the <u>Roads Master Plan</u> and <u>Water System Master Plan</u>	Local	Varies
Strategies and Action Plans	Action oriented plans for defining policy areas such as climate change. For example, the <u>Comox Valley Sustainability Strategy</u> sets out leading approaches to sustainability for communities in the Comox Valley to influence policy making at the regional and local scale.	Regional/Local	30 years
Financial Plan	Addresses funding sources, distribution of property taxes and the use of permissive taxes	Corporate	5 years
Capital Projects	Guided by goals and priorities set by Council members, municipal activities are prioritized over the year	Corporate	Annual

Table 1: Plan Linkages

Plan Type	Purpose	Scale	Timeframe
Regulatory Bylaws	Regulations that manage public and private activities within areas of municipal jurisdiction, including (but not limited to) land use, building subdivision and development	Varies	Ongoing

The Village works collaboratively with regional government, provincial ministries and the federal government. In order to promote ongoing coordination and collaboration, the OCP was referred to the following agencies for review and comment prior to its adoption:

First Nations:

- K'ómoks First Nation

Regional/Local government

- City of Courtenay
- Comox Valley Regional District
- Town of Comox

Provincial agencies:

- Agricultural Land Commission
- Ministry of Community, Sport and Cultural Development
- Ministry of Environment
- Ministry of Forests, Lands and Natural Resource Operations
- Ministry of Transportation and Infrastructure
- School District No. 71 (Comox Valley)

1.7 REGIONAL CONTEXT STATEMENT

In 2010, the Village, along with other jurisdictions within the Comox Valley Regional District (CVRD), partnered to prepare a Regional Growth Strategy (RGS). The purpose of a RGS is to establish broad goals for a region. The vision in the RGS is that:

“The Comox Valley will continue to evolve as a region of distinct, well-connected and well-designed urban and rural communities. As stewards of the environment, local governments, the K'ómoks First Nation, public agencies, residents, businesses and community and non-governmental organizations will work collaboratively to conserve and enhance land, water and energy resources and ensure a vibrant local economy and productive working landscapes.”²

² Comox Valley Regional Growth Strategy, 2011, p.20

As part of the OCP, a Regional Context Statement (RCS) is required. The RCS is a part of the legislative process by which a local government aligns an OCP with a RGS.

The OCP's policies for housing, transportation, infrastructure, parks and natural areas, economic development and reduction of regional greenhouse gas emissions should be consistent with the RGS. Where there are any inconsistencies, the Village is required to indicate how the OCP will be made consistent with the RGS over time. There are no inconsistencies noted for the OCP.

Table 2 outlines how the Revised Cumberland OCP aligns with the overall goals of the RGS.

Table 2: OCP Alignment with Comox Valley Regional Growth Strategy

RGS Goal	Cumberland OCP Alignment	OCP Reference
Housing: Ensure a diversity of housing options to meet evolving demographics and needs.	<ul style="list-style-type: none"> The Plan includes a range of growth scenarios and assumptions on future housing mix based on recent trends. 	Section 5 Section 9
Ecosystems, Natural Areas, and Parks: Protect, steward, and enhance the natural environment and ecological connections and systems.	<ul style="list-style-type: none"> Protection and stewardship of environmentally sensitive areas in and around the Village are key aspects of New Development Permit Areas and updated guidelines for aquatic, terrestrial, and connectivity protection and enhancement have been added, in addition to a new Environmental Protection Development Permit Area (DPA 1). 	Section 7 Section 9 Section 10
Local Economic Development: Achieve a sustainable, resilient, and dynamic local economy that supports Comox Valley businesses and the region's entrepreneurial spirit.	<ul style="list-style-type: none"> The OCP recognises and supports the arts and the natural environment as major sources of new economic opportunities. Policies promoting a range of industries and services appropriate to the Village will help achieve a resilient and dynamic economy. Policies facilitating location of federally licensed medical marijuana production facilities in underused industrial areas evidence the Village's support of entrepreneurial ventures. 	Section 6 Section 9

Table 2: OCP Alignment with Comox Valley Regional Growth Strategy

RGS Goal	Cumberland OCP Alignment	OCP Reference
Transportation: Develop an accessible, efficient and affordable multi-modal transportation network that connects Core Settlement Areas and designated Town Centres, and links the Comox Valley to neighbouring communities and regions.	<ul style="list-style-type: none"> Longer term action item of the OCP includes the creation of an integrated Cumberland Transportation Master Plan that addresses all modes of transport. OCP promotes collaboration with regional and provincial partners. Support for Smart Growth principles (integrating transport and land uses) and higher densities will reduce the reliance on private transport and enable people to live work and shop closer to home. 	Section 5 Section 9
Infrastructure: Provide affordable, effective and efficient services and infrastructure that conserves land, water and energy resources.	<ul style="list-style-type: none"> The OCP includes policies encouraging the integration of efficient infrastructure within all development and redevelopment. Policies related to efficient infrastructure help to address current strains on services. Management policies included to give priority to renewable energy alternatives. 	Section 5 Section 7 Section 9
Food Systems: Support and enhance the agricultural and aquaculture sectors and increase local food security.	<ul style="list-style-type: none"> The OCP supports food production, and urban farming on private and public land (where appropriate) as well as the keeping of livestock within designated land uses. 	Section 6 Section 9
Public Health and Safety: Support a high quality of life through the protection and enhancement of community health, safety and well-being.	<ul style="list-style-type: none"> Promotion of best practice planning principles and traffic calming methods will improve the safety associated with infrastructure. New policies included to address wildfire interface areas. New section added to address community well-being including relevant safety policies. 	Section 5 Section 7 Section 8 Section 9
Climate Change: Minimize regional greenhouse gas emissions and plan for adaptation.	<ul style="list-style-type: none"> New policy section included to set targets and address climate change. Policies added to encourage partnerships and education on being stewards for promoting the importance of climate issues within the Village. 	Section 7 Section 9

With respect to land use, the RGS identifies areas of the CVRD which are appropriate for future urban growth and infill. All of the properties in Cumberland are classified in the RGS as *Municipal Areas* within the “Core Settlement Area.”

Under the Managing Growth section of the RGS, the following policies are noted for lands in the Core Settlement Area designation:

- The majority of growth within the Comox Valley will be directed to Core Settlement Areas, in order to promote the efficient use of land and public infrastructure, provide densities supportive of alternative transportation choices, and achieve environmental benefits resulting from compact growth.
- Town Centres will be identified within all Core Settlement Areas. These Town Centres are to be developed as walkable and complete communities, providing for the broadest range of housing, employment and commercial uses. Town Centres should support transit-oriented development through the establishment of minimum densities, in the range of 100–150 combined residents and jobs per hectare with a reduced minimum of 75 combined residents and jobs per hectare for ground orientated housing within the OCPs. For this OCP the Village Centre (Figure 8 in **Part C** Land Use Policy Direction) has been identified as the focus area for growth and development for this Plan.
- Municipal Areas have considerable capacity to accommodate growth through both intensification (by means of secondary suites and infill development) and new compact development.

Cumberland is recognized by the RGS as having the greatest amount of designated lands to accommodate new residential and employment growth. It is also noted as containing the largest supply of vacant designated industrial land in the Comox Valley.

The OCP addresses the RGS policies for Core Settlement Areas noted above in the following ways:

- Promoting new development and redevelopment to areas that currently have existing adequate infrastructure.
- Protecting the environment thorough policy statements and development permit areas.
- Promoting Cumberland as a pedestrian and bicycle friendly community.
- Encouraging appropriate higher densities in and around the existing Village historic commercial core and surrounding residential areas
- Supporting food security and small scale community gardening and urban farming efforts.
- Providing infrastructure and services efficiently and effectively.

Given that there are Settlement Expansion Areas (SEAs) adjacent to the Village boundaries and that the Regional Growth Strategy contains policies on how these SEAs are managed, the Village commits to work with the Comox Valley Regional District to assess development proposal referrals within the SEAs.

2.0 CONTEXT

2.1 OVERVIEW

The issues that face Cumberland over the next 30 years, such as population change and environmental issues, provide the context that shapes and informs the Plan's goals, objectives and policies. This section outlines the trends identified in the 2011 Census as well as the public engagement activities that helped to inform the development of this Plan. The analysis from this section helped to inform the future growth scenario projections as detailed in **Part C** Section 5.3.

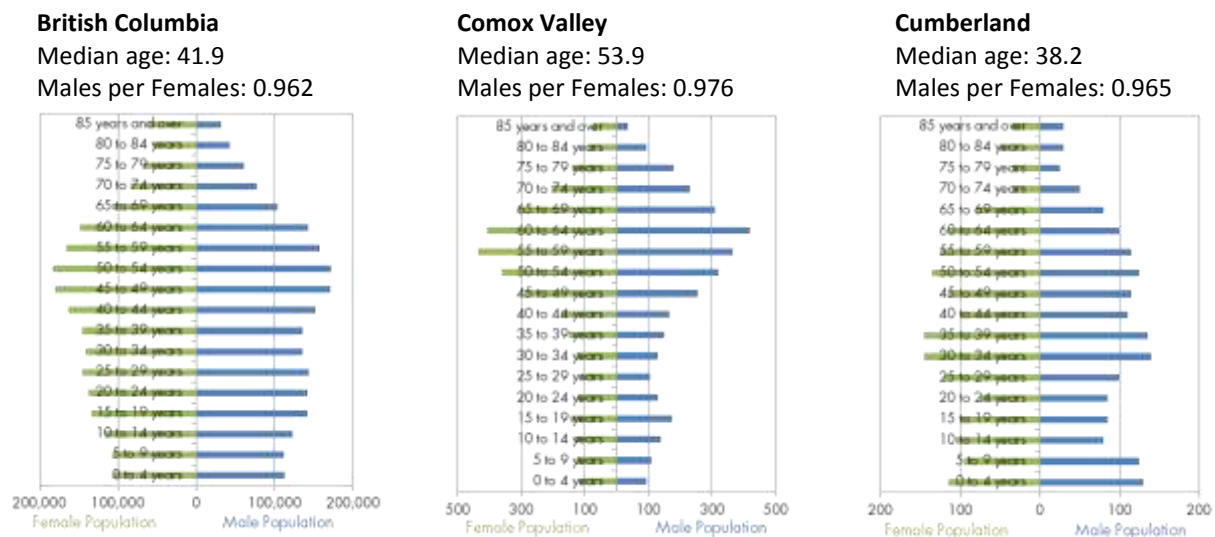
2.2 DEMOGRAPHICS

2.2.1 EXISTING POPULATION

According to Census data, the Village had a population of 2,726 in 2006 and 3,398 in 2011, representing an annual average increase of 4.24 percent. Comparing the following population graphs, it appears that Cumberland is comprised of younger families than in other municipalities, in the Comox Valley and in British Columbia (Figure 3):

- The population of the Cumberland has a median age of 38.2 years old.
- 62 percent of the population over 20 years old is married or living with a common-law partner.
- 78 percent of people live in single-detached homes.
- There are a total of 970 families in private households, with 950 children.

Figure 3: Age and Gender Profiles



2.2.2 ABORIGINAL POPULATION

Figure 4 below illustrates the moderate growth projection and the relationship between Aboriginal and Non Aboriginal Growth within the Village³. This graph illustrates the growth rate of aboriginal population with 6 percent aboriginal growth/3 percent general population growth. The higher annual aboriginal growth rate is justified given the 39 percent compound annual growth rate (CAGR, between the years 2001–2006).

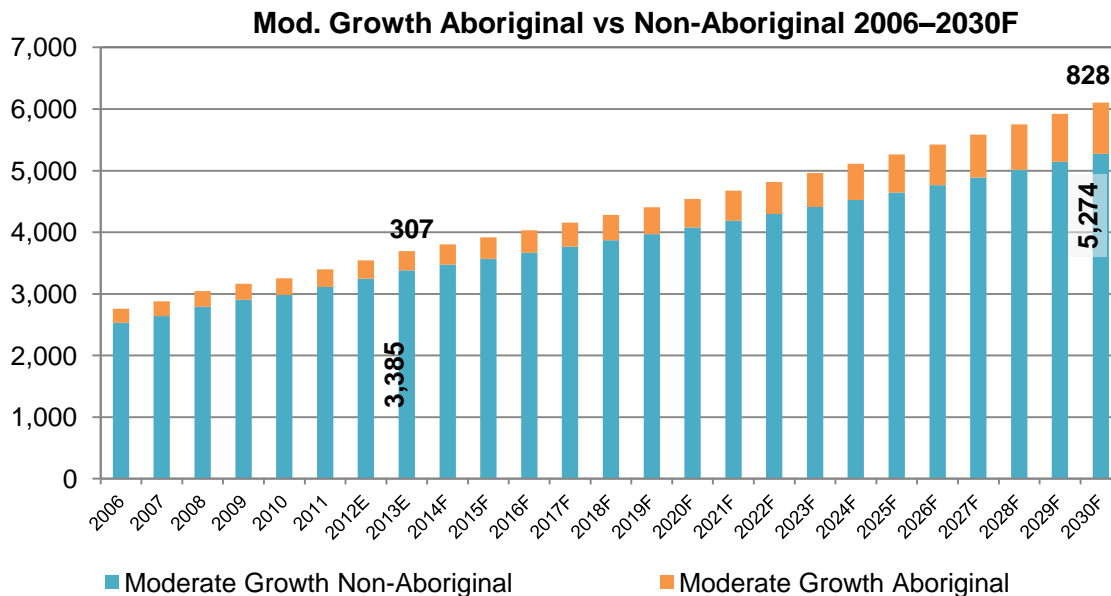


Figure 4: Estimated Aboriginal Growth and Non Aboriginal Growth

Aboriginal populations are one of the fastest growing in Canada. A key consideration in this population growth is that K'ómoks First nation is emerging as a significant participant and employer in the Comox Valley economy⁴. With this in mind, there are clear policy directions (RGS Policy 3 A-2, 3A-5) within the Comox Valley Regional Growth Strategy, that look to partnerships with First Nation economic development.

2.2.3 EXISTING EMPLOYMENT

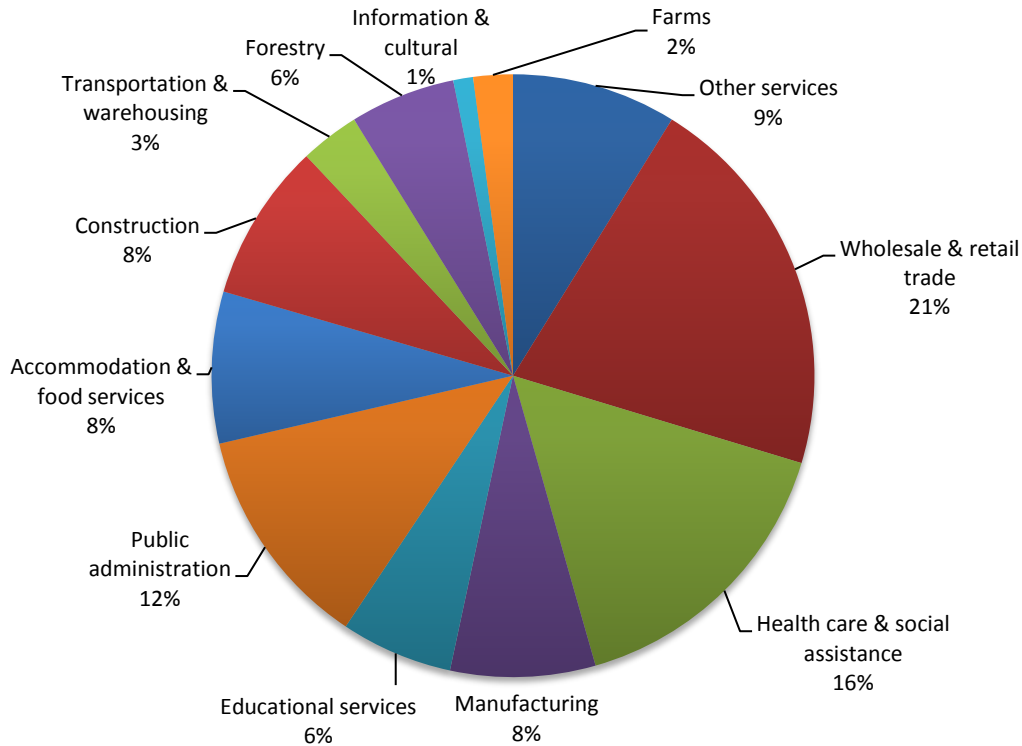
Employment data provides an insight into the industries that support Cumberland's economy. The total labour force in Cumberland in 2006 was 1,460 people. This compares to 1,315 in 2001 (an 11 percent cumulative increase). According to Cumberland's labour force participation, retail trade, health care and social assistance, construction, and accommodation and food services were the top industry employers in 2006. The industries with the largest increase from 2001 to 2006 included, wholesale and retail trade (100 percent), construction (71 percent), and health care and social assistance (55 percent). All of these

³ <http://www12.statcan.ca/english/Profil01/CP01/Details/Page.cfm?Lang=E&Geo1=CSD&Code1=5925014&Geo2=PR&Code2=59&Data=Count&SearchText=cumberland&SearchType=Begin&SearchPR=01&B1=All&Custom=>
<http://www12.statcan.ca/census-recensement/2006/dp-pd/prof/92->

⁴ Comox Valley Economic Development Society, Comox Valley Regional Economic Development Strategic Plan Update. April 2013 p.52

industry increases are indicative of direct and indirect services needed to support Cumberland's growing population.

Figure 5: Cumberland Labour Force, 2006⁵



As noted in the Comox Valley Regional Economic Development Strategic Plan Update, April 2013, the degree of economic integration between communities in the Comox Valley is well established. This is evidenced by data that suggests that regionally only 40 percent of employed residents have a place of work within their community. For Cumberland, this is an important factor for growth management. Building on the increase on younger families choosing to live in Cumberland, there are clear opportunities within the Village boundaries, based on current available lands, to create a compact community in which residents can live, work and play. Based on data obtained through the BC Ministry of Community Sport and Cultural Development outlined in the plan noted above, only 26 percent of Cumberland Residents worked within the Municipality. Approximately 50 percent worked elsewhere in the Comox valley, with 5 percent outside to Comox Valley and 19 percent had no fixed place of work (construction or resource trades).⁶

⁵ Province of British Columbia, BC Stats, *Village of Cumberland Community Facts*, August 2012.

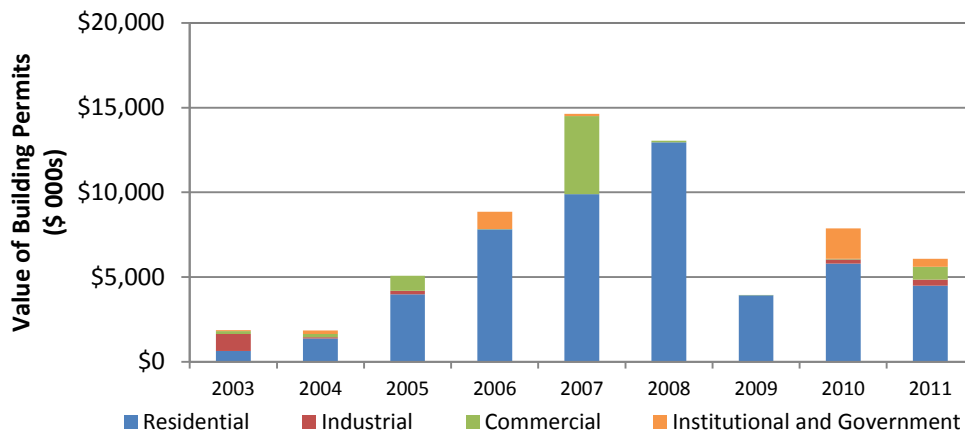
Note: Other services include fishing, hunting and trapping, professional, arts, recreation, financial, real estate, and non-applicable services.

⁶ Comox Valley Economic Development Society, *Comox Valley Regional Economic Development Strategic Plan Update*, April 2013 p.15 (Source: 2006 Data BC Ministry of Community Sport and Cultural Development.)

2.2.4 EXISTING PERMIT TRENDS

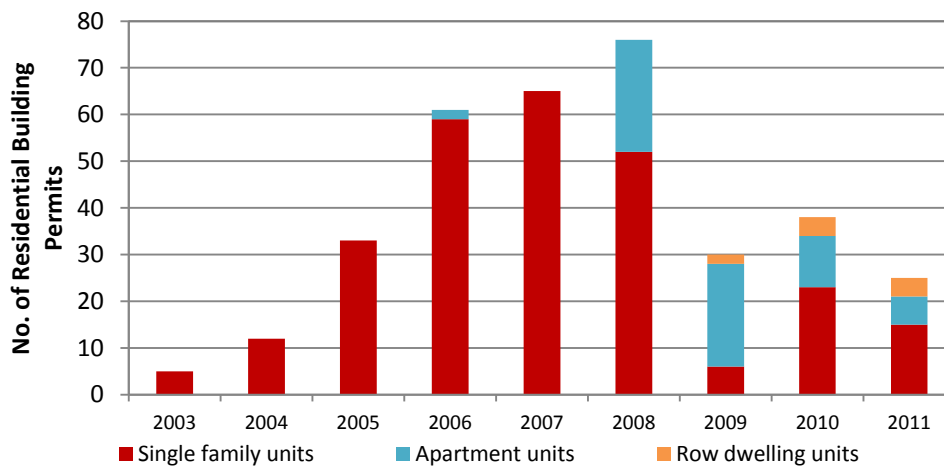
Building permits provide a good proxy for actual construction of buildings. As shown in Figure 6 below, the value of building permits in Cumberland peaked in 2007, with the applications of large commercial permits. However, there has been a general decline in the value of building permits post 2007, in part, due to the general economic slowdown. Since 2003, most building permits have been for residential construction. There have been few industrial permits (red). Institutional and government permits (orange) are sparser in quantity, but likely represent higher values.

Figure 6: Value of Building Permits (2003 to 2011)⁷



As shown in Figure 7 below, since 2003, the majority of residential building permits have been for single family housing (red), however the number of apartment units (blue) and row dwelling units (orange) permits have been increasing over recent years. These trends suggest that over time there will be more applications for multi-family units as there is a shift towards more compact urban forms as the population ages in place.

Figure 7: Number of Residential Building Permits (2003–2011)⁸



⁷ Province of British Columbia, BC Stats, Building Permits, January 2013.

2.3 CONSULTATION PROCESS

A key part of the 2013 Review and Revise process was to build upon the legacy of previous engagement efforts, and to ensure that social, environmental, and economic commitments were met at both a local and regional level. Inclusivity and transparency were essential principles of the engagement process, which was developed and implemented in accordance with the International Association of Public Participation's (IAP2) best practices. The IAP2's code of ethics guided the administration of all stages of engagement throughout the process.

2.3.1 FIRST NATIONS ENGAGEMENT

Section 879 of the LGA requires that during the development, repeal or amendment of an OCP, the proposing local government must provide one or more opportunities for consultation with persons, organizations and authorities that it considers will be affected. As part of this, it must specifically consider whether consultation is required with First Nations. This consultation requirement is in addition to the public hearing requirements found in Section 882(3) (d) of the LGA.

The Village continues to respect and honour its relationship with First Nations who are an intrinsic part of the region's wellbeing and prosperity. It is the Village's commitment that this relationship continues to strengthen through transparency, good faith, inclusivity and right actions leading to lasting trust. It is generally acknowledged by the Village, that there are pre-existing rights and interests of Aboriginal Groups and that consultation with First Nations must be an ongoing and substantive relationship, including reasonable accommodation of First Nation's cultural and economic interests. The Village will continue to seek guidance and direction from senior levels of government on appropriate levels of consultation.

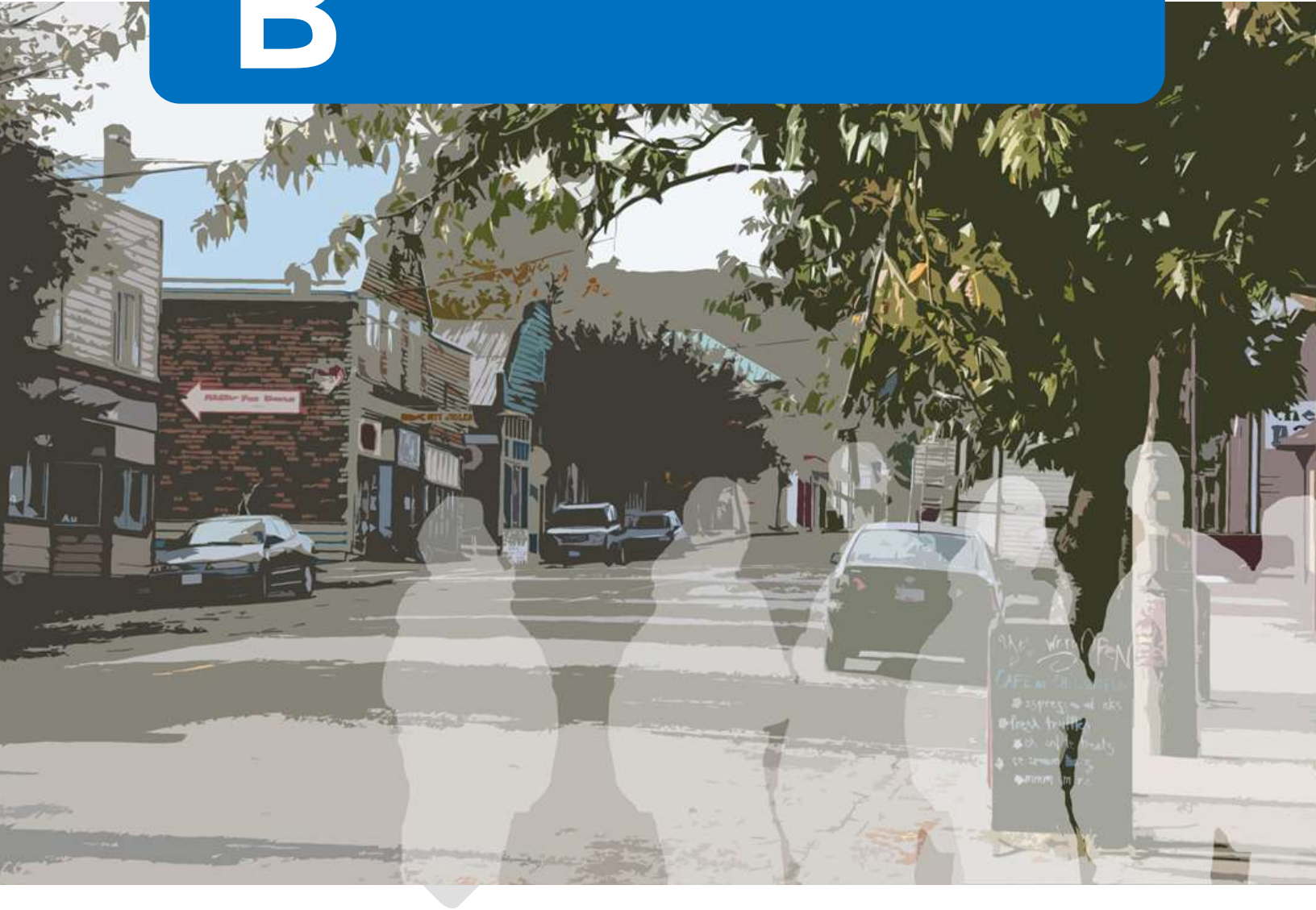
The OCP aims to:

- Provide opportunities to those First Nation and Aboriginal Communities affected by a decision to be involved in the decision-making process.
- Provide opportunities to contribute to the decision.
- Promote sustainable decision making through recognition and communication of the needs and interests of First Nation and Aboriginal Communities to all participants including decision makers.
- Seek out and facilitate the involvement of potentially affected First Nation and Aboriginal Communities through designing meaningful participation processes.
- Communicate the outcome of the engagement process in a respectful and appropriate manner.
- Develop and Implement a referral process with K'ómoks First Nation for consultative and informational matters.

⁸ Province of British Columbia, BC Stats, Building Permits, January 2013.

B

VISION AND GOALS



3.0 VISION STATEMENT

The Village is a unique community. Its rich coal mining history is visible everywhere—from the heritage homes in the historic core, to the abandoned mine sites scattered throughout the surrounding forests.

The people of Cumberland are passionate about their Village. They are here because this Village offers an unmatched quality of life. They envision that Cumberland will continue to be a community vibrating with activity. Surrounded by living forests, the Village is a mecca for outdoor recreation, with opportunities for anyone who wants to immerse themselves in nature. Protected by living natural corridors, the wetlands, forested areas, lakes and streams attract a diversity of wildlife and the network of walking and biking paths attracts visitors from all over the world.

People choose to live in Cumberland for its small town friendliness and values. The core of Cumberland retains its historic look and feel. Small shops and businesses offer respite from the sameness of shopping malls and cookie cutter commercial establishments found elsewhere. People of all ages and backgrounds greet each other on the streets. They come here for opportunity, to be part of a vibrant community that values diversity, creativity and hard work.

The Village is growing. As it grows, it will embrace the best land use practices to ensure that it is a livable community. Housing will be available for all income levels. Walkability, greenways, bikeways, opportunities for urban farming and public spaces will all contribute to continuing to make Cumberland a great place to live.

The Village of the future is well-managed in a sustainable and orderly fashion with full public participation, and a thriving, resilient and diversified economy based on tourism and other industries and businesses that are compatible with community values. Citizens recognize that residential growth must be balanced by revenues from successful businesses with the objective of making jobs available for Cumberland residents.

Subsequently the vision for the Village will be built upon the following priorities:

- Improvement and expansion of infrastructure to accommodate measured growth.
- Attainable housing.
- Village Centre rejuvenation.
- Promotion of the Village for local and regional businesses.
- Recreation and tourism.
- A healthy, active and engaged citizenry of all ages and walks of life.
- Accountability and transparency.
- Protection and enhancement of natural features and functions.

These priorities will be reinforced with collective and passionate environmental stewardship and closer ties to the region.

3.1 THE VILLAGE OF CUMBERLAND IN 2030

Our community has successfully developed and nurtured key assets and features of the area to retain residents and attract visitors alike. We have achieved this by strengthening the community with enough land for businesses, agriculture, parks, environmental areas, community amenities, and housing.

The Village provides a range of resource efficient products, foods and services to the local community, and the region. In support, infrastructure, economic development, and social well-being have been strategically improved to ensure that the quality of life and place is not compromised while achieving managed growth.

3.2 THE VILLAGE SETTING

Our commitment to preserving the natural surroundings of forests and wetlands, has meant that we have preserved and remediated the surroundings to ensure that our Village will continue to offer outdoor recreational opportunities for all as well as demonstrate a community wide stewardship of the land. We will continue to be stewards of the air and water, and work to maintain excellent air quality and clean water for residents and visitors alike.

3.3 THE VILLAGE CENTRE

The historic Village centre continues to be the vibrant focal point and heart of the community with an enviable mix of historic, commercial, residential, civic, and cultural activities in a natural forested setting. This core maintains a human scale with safe, well maintained, pedestrian, bicycle, and transit-oriented development. Many residents and visitors come to enjoy our parks, festivals, open markets, and community events.

3.4 A RESILIENT AND HEALTHY COMMUNITY

Our Village has continued to grow in population, attracting younger and older generations who embrace our values and sense of future. They live in a community that provides appropriate density, accessibility, affordability, healthy lifestyles, and access to locally produced food. This is enabled by a balanced and sustainable mixture of uses supported by a vital local economy that responsibly capitalizes upon the potential for eco-tourism, arts and culture, innovative commerce and industries.

With our proximity to Mount Washington and Strathcona Provincial Park, the local economy is bolstered by a daily influx of outdoor sports enthusiasts, who choose the Village as a way-station both to and from their activities on the mountain. To support this, our many kilometres of trails have been well connected to the surrounding region. From Cumberland's historic Village Core, trails will take hikers, bikers, and birders alike around the Village and beyond. The unique opportunities afforded by historical industrial mining artifacts and the heritage character of the historic Village add a strong cultural dimension to ecotourism interest and viability.

The community continues to build upon its rich artistic and cultural activities by significantly contributing to the local and regional arts scene, complemented by both the graphic and performing arts—music and theatre—reflecting the vibrant artist community that makes its home in the Village.

Environmentally-friendly and innovative industries such as renewable energy, information, medical and farming technology ventures, that give back to the environment, society, and economy in a sustainable manner are encouraged and welcomed.

The Village continues to improve the already excellent police and fire protection. We continue to address and maintain dependable water and sewer service, and public facilities. Emergency preparedness for natural or manmade disasters is a high priority. We work closely with other jurisdictions on regional issues that affect our community.

3.5 AN ENGAGED COMMUNITY

We continue to embrace and celebrate our working class roots and civic pride. Trust and transparency is a priority for Council. Citizens are asked to be engaged in their community through meaningful and active participation.

3.6 FIRST NATIONS

We continue to respect and honour our commitments, open relationship, and collaboration with all local and regional First Nations' communities. We will strive to identify opportunities that will benefit all peoples, as well our land, air, and water. We recognize that the Village is within the Traditional Territory of the K'ómoks First Nation: the people of this Nation have been sustained by the lands and waters since time immemorial and shall continue to live on these lands forever. K'ómoks First Nation are Kwakwaka'wakw and Northern Coast Salish people who assert their heritage, history, and culture within this Traditional Territory through their language, spiritual practices, and everyday lives.

4.0 GOALS

A set of goals has been established to describe the Village's aspirations in support of the community's vision. A goal is an overarching principle that guides decision making. Objectives tied to these goals—which are found in **Part C**, Section 5 of the Plan—are specific, measurable steps that can be taken to meet the goals outlined below. These goals and the following objectives inform the policy direction headings in **Part C** of the Plan. The framework of these policies is intended to guide future decisions on land use and development. The following goals continue to be important to the community as determined through the OCP review and public engagement process.

Goal 1—Future Land Use

The Village will contain areas with a wide range of land uses that provide for the employment, service, recreational, industrial, retail, and housing needs of Cumberland's existing and future population.

Goal 2–Growth Management

The Village will follow **Smart Growth** principles⁹ by directing growth and development in and around the Village Centre, and areas already serviced by existing infrastructure. Encourage complete communities, infill, mixed use, and more compact built form that is applied to the Village as a whole.

Goal 3–Heritage Preservation

The Village will protect the heritage resources and heritage values of the community.

Goal 4–General Municipal Infrastructure

The Village will provide effective, appropriate, and efficient infrastructure for existing and future development.

Goal 5–Transportation

The Village will provide a cost-effective, safe, and efficient road network through development of a network of vehicle, transit, bicycle, and pedestrian routes that keep pace with development.

Goal 6–Economic Development

The Village will develop a robust local economy by capitalizing on the natural environment and promoting a greater diversification within the local economy, including environmentally-friendly innovative industry technologies, federally licensed medical marijuana production facilities, live/work units, and continue to allow home based businesses.

Goal 7–Tourism

The Village will become a year round destination of choice providing tourism experience based on community strengths primarily focused on:

- Ecotourism
- Cycling Culture
- Adventure Tourism
- Arts
- Heritage and Cultural Assets

Goal 8–Local Food Production

The Village will encourage a secure supply of affordable, healthy and locally, or regionally, produced food for all residents.

⁹ [Creating Healthy Communities Tools and Actions to Foster Environments for Healthy Living](#), Smart Growth BC, 2009

Goal 9—Environmental Preservation

The Village will protect, preserve, and enhance the many environmentally significant features, while preserving the associated recreation opportunities.

Goal 10—Views and Landscape Character

The Village will protect and celebrate Cumberland’s visual values as intrinsic to the community’s sense of place and economic development.

Goal 11—Climate Change and Adaptability

The Village will take on a leadership role for the region with respect to sustainability and climate change and will increase the adaptive capacity of the Village.

Goal 12—Wildfire Urban Interface Areas

The Village will aim to reduce risks to life and property in wildfire interface areas.

Goal 13—Recreation, Leisure and Parks

The Village will continue to provide diverse indoor and outdoor recreation and leisure opportunities that respect the natural environment, enhance physical and community well-being and facilitate a connection with nature. The Village will protect biodiversity, ecosystems and ecosystem services through an interconnected parks, open space, and recreational corridor network.

Goal 14—Community Well Being

The Village will encourage residents to live healthy, active lifestyles no matter their stage of life.

Goal 15—Community Engagement

The Village will encourage opportunities for residents, stakeholders, and First Nation communities to actively participate in community planning and decision making.

C

LAND USE POLICY DIRECTION



5.0 BUILT ENVIRONMENT

5.1 FUTURE LAND USE

5.1.1 OVERVIEW

This section provides an overview of all the land use designations outlined in **Map A: Future Land Use**. The Village shall work to set and prioritize targets which are reasonable, achievable and measurable to realize the goals and objectives outlined in the Plan. Development Permit Area (DPA) guidelines outlined in Section 10 provides additional direction for specific DPAs. A Heritage Conservation Area (HCA) is provided and outlined in Section 11.

An OCP provides direction for future land use. Where and how buildings are constructed, linkages between neighbourhoods, the form and character of land uses, densities of use, and connections to public spaces are all critical elements that will influence how Cumberland evolves towards the vision. This chapter provides general policy statements to guide all developments and also outlines specific land use and development policies.

Table 3: Land Use Summary

OCP Land Use Designation	Approximate Area (ha)	Development Intent
Agriculture	42	It is intended for rearing, producing, harvesting and processing of agricultural products, including livestock, and the storage and repair of implements and machinery used for farming purposes, but does not include intensive agriculture or federally licensed medical marijuana facilities.
Commercial #1036	46	<p>This designation is intended for development designed to service the commercial needs of the Village, and the region. Commercial activities located in the Village include pedestrian oriented neighbourhood and community services as well as various forms of tourist accommodation and related services and microbreweries and micro-distilleries.</p> <p>Commercial properties adjacent to Highway 19 are likely to serve the wider region. Such properties will provide services to accommodate a wide range of activities from regional wholesale centers to educational facilities, large scale tourist accommodation centers and regionally scaled shopping services among others.</p>

Table 3: Land Use Summary

OCP Land Use Designation	Approximate Area (ha)	Development Intent
Commercial Mixed Use	3.7	<p>This designation is intended for development in the Historic Village Commercial Core to accommodate:</p> <p>Mixed-use buildings with retail, service, and other uses on the ground floor and residential units above the non-residential space, as well as free-standing commercial units;</p> <ul style="list-style-type: none"> Encourage development that exhibits the physical design characteristics of the Historic Village Commercial Core as outlined in the Heritage Conservation Area Guidelines, Maintain pedestrian-oriented, storefront-style shopping streets.
Greenway	767	<p>This designation applies to corridors and areas of land that provide:</p> <ul style="list-style-type: none"> Continuous multi-modal trails, that link existing parks, forest lands, environmentally sensitive lands, wetlands and other green spaces, including recreational trails, throughout the Village boundaries Biodiversity and wildlife connectivity
Industrial #1036	408	<p>This designation is intended to encourage and contain new industrial development and respect existing industrial development in the gateway area of Cumberland Road. Typical industrial development will have physical and operating characteristics that are neither offensive nor hazardous. Additionally, all industrial development will be designed and implemented to mitigate any adverse effects on the economic and aesthetic welfare of any nearby residential and commercial uses. Federally licensed medical marijuana production facilities can revitalize underused industrial, away from residential uses, and potentially create a hub for the pharmaceutical industry.</p>
Institutional	24	<p>This designation includes new non-profit or semi-public use or institutions such as a fire hall, church, library, public or private school or health care facilities within the Village.</p>
Mixed Land Use	99	<p>The mixed use designation is intended to encourage and contain commercial development and residential use. Such residential uses are intended to create economic vitality and a mixed use community and may include live/work, live above, as well as free-standing residential units.</p>

Table 3: Land Use Summary

OCP Land Use Designation	Approximate Area (ha)	Development Intent
Multi-family	142	<p>This designation is intended to reflect the current location of existing and proposed multi-family residential development sites, based on current development rights and zoning. Identified areas include medium to high-density residential land uses with greater than 37 units per hectare (15 units per acre). Typical medium to high density development includes the following ground oriented and stacked housing scenarios:</p> <ul style="list-style-type: none"> • Townhouse dwelling units • Rowhouse dwelling units • Cohousing • Low rise apartments (up to 4 storeys) <p>This designation aims to retain existing multi-family land uses at the present level. Existing multi-family land uses provide attainable market housing and rental accommodation within the Village. There is no identified need to expand multi-family land use over the term of this plan. Residential infill is intended to accommodate residential development within the Village until the need for additional housing supply merits increased densities.</p>
Park	224	This land use designation applies to the Village's parks, playgrounds, and open spaces. This includes regional parks, pocket parks, nature parks, community parks, and neighbourhood parks.
Recreation	94	This designation primarily includes land adjacent to Comox Lake. The intent of this designation is to encourage low impact recreational uses that serve the local and regional area.
Residential	84	This designation includes new neighbourhood-scaled residential development within the Village. It includes single detached and multiple dwellings in accordance with the Village's Zoning Bylaw.
Residential Infill	59	This land use is intended to accommodate ground orientated medium density housing within a 10-minute walk of the Historic Village Commercial Core. The area is envisioned as primarily single and two-family dwellings in a more compact arrangement with densities ranging from 25 to 37 units per hectare (10 to 15 units per acre).

Table 3: Land Use Summary

OCP Land Use Designation	Approximate Area (ha)	Development Intent
Residential Infill (con'td)		<p>The renovation of heritage homes to include multiple rental suites is also envisioned within this area. Typical ground oriented medium density development includes the following densification scenarios:</p> <ul style="list-style-type: none"> • Narrow lot single family dwellings • Single Family with and accessory dwelling unit (garage apartment, coach house, laneway house) Duplex dwelling units • Townhouse dwelling units • Rowhouse dwelling units <p>This designation aims to double the existing population within low-density neighbourhoods in close proximity to the Village core. Adding density within existing service areas optimizes the use of neighbourhood infrastructure and provides opportunities for development funded upgrades to existing civic infrastructure.</p> <p>The pattern of residential infill will maintain the form and character of low density residential neighbourhoods while meeting changing needs, wants, and values of existing and future residents. Older neighbourhoods will be revitalized to accommodate market demand through infill, rather than urban sprawl. Compact building forms reduce the cost of land and materials resulting in an increase in attainable housing supply in proximity to the core area employment centre.</p>
Working Forest	778	<p>This designation includes privately managed working forest located in the northwest of the Village and is intended to accommodate forest management and other resource land uses. Land to the southwest of Comox Lake Road is intended to accommodate low impact recreational uses. Subdivision of land will only be permitted in this area for Environmental conservation and appropriate recreational purposes.</p>

Table 4: Land Use Summary

Future Land Use	Area (ha)	% of Total Area	Total Municipal Boundary Area
AGRICULTURE	42.4	1.53%	1.40%
COMMERCIAL	45.7	1.65%	1.51%
COMMERCIAL MIXED USE	3.7	0.13%	0.12%
GREENWAY	767.4	27.69%	25.31%
INDUSTRIAL	407.8	14.71%	13.45%
INSTITUTIONAL	25.5	0.92%	0.84%
MIXED LAND USE	98.7	3.56%	3.25%
PARK	140.2	5.06%	4.62%
RECREATION	223.9	8.08%	7.38%
RESIDENTIAL	94.3	3.40%	3.11%
RESIDENTIAL INFILL	83.7	3.02%	2.76%
RESIDENTIAL MULTI-FAMILY	59.8	2.16%	1.97%
WORKING FOREST	778.4	28.08%	25.67%
Total	2,771.5	100.00%	91.40%

Heritage Conservation Area (HCA)	Area (ha)	% of Total HCA	% of Total Municipal Boundary Area
COMMERCIAL MIXED USE	3.7	65.54%	0.12%
INSTITUTIONAL	1.9	34.46%	0.06%
Total	5.6	100.00%	0.18%
Total Area of Municipal Boundary	3,032.4		

5.1.2 GENERAL LAND USE OBJECTIVES

- 1) Maintain a compact urban form by directing new development to the Village Centre (Figure 8) and along major transportation corridors that are served by frequent transit service, and by focusing new commercial and mixed use development in and around the Historic Village Commercial Core.
- 2) Meet the density requirements outlined in the Comox Valley Regional Growth Strategy 2011:
 - a. 100–150 combined residents and jobs per hectare
 - b. A minimum of 75 combined residents and jobs per hectare for ground orientated housing
- 3) Protect the natural condition of environmentally sensitive areas by managing these areas as free of development to the maximum extent possible.
- 4) Preserve the health and natural function of ecosystems and watersheds.
- 5) Maintain the integrity of a secure and productive resource base.
- 6) Encourage the assembly of logical development sites that enable the best realization of permitted development potential for the area.
- 7) Encourage settlement patterns that minimize the risks associated with natural hazards.

5.1.3 LAND USE CONCEPT

For guidance, a land use concept diagram is provided in Figure 8, which broadly illustrates the conceptual assembly of uses around the Village Centre. This is further developed in **Map A: Future Land Use**.

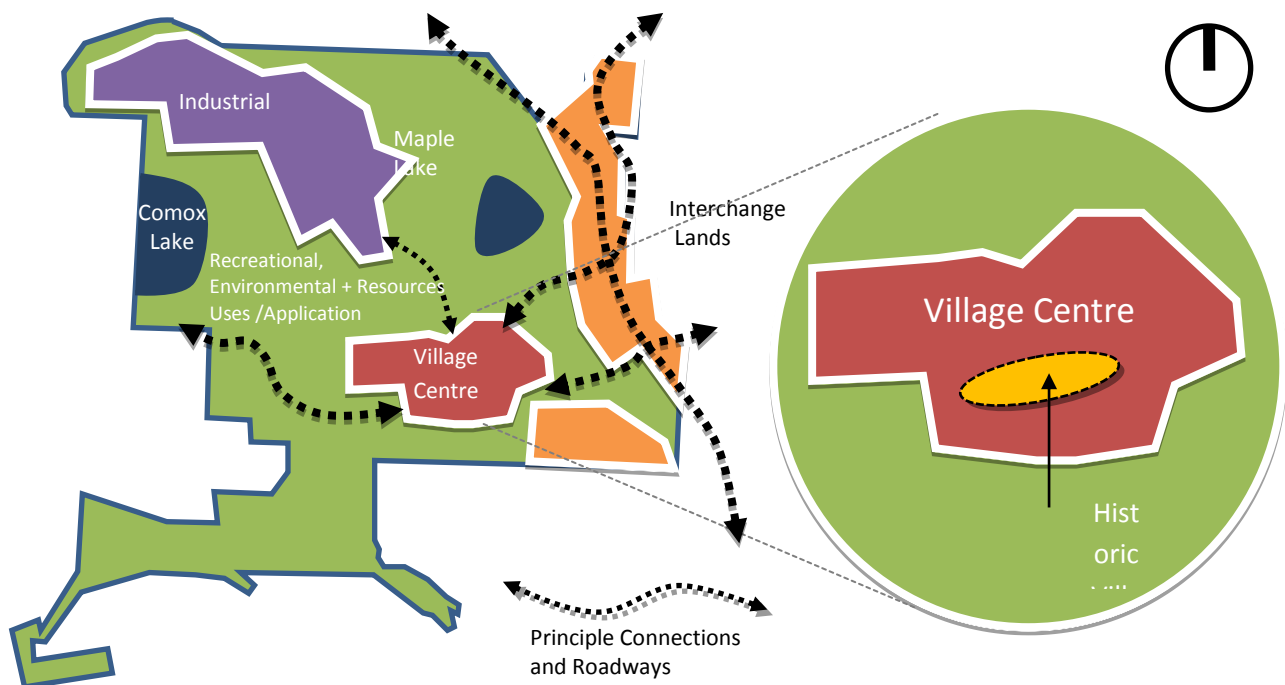


Figure 8: Conceptual Land Use and Location of Village Centre

5.1.4 FUTURE LAND USE DESIGNATIONS

Lands within the Village are designated for specific land uses to guide how properties shall be developed. Land use designations may differ from the current zoning designation. The intent of an OCP designation is to guide the future development of the Village and to provide a greater level of certainty to land owners and the community of what uses are supported in certain areas. **Map A** refers to future land uses.

In some instances, existing zoning will be carried forward at the time a comprehensive new Zoning Bylaw is adopted; this is intended to respect existing businesses and industry, and acknowledge that full implementation of the Official Community Plan designations and policies may await comprehensive re-development proposals by the Owners.

#1035

5.1.5 GENERAL LAND USE POLICIES

General Land Use Policies provided in this section govern all land uses within the Plan.

- 1) The majority of new development will be encouraged to locate in close proximity to or within the Village Centre.
- 2) Property owners proposing to subdivide lands that are greater than 2.0hectares in area may be required to submit an environmental impact assessment report, at the discretion of the Village. Where required, this will be prepared by an appropriately qualified professional, with their subdivision application.
- 3) The use of public funds for capital cost of extending infrastructure including, but not limited to, roads, potable water, sewer and stormwater management, outside existing serviced areas is discouraged.
- 4) Proposed development projects shall demonstrate clear and measurable benefit to the community through rigorous and supportable evidence based research and analysis.
- 5) Architectural design and site aesthetics for multi-family residential uses, industrial uses, commercial and retail uses, resorts and developments along the Island Highway shall meet the form and character guidelines as detailed in the relevant DPA or HCA as referred to in **Part D**, Sections 10 and 11.
- 6) Zoning and OCP amendment applications shall demonstrate that the project proposed will provide benefit to the community as a whole. Council and staff will evaluate the proposal on this basis. Demonstrable community benefit includes:
 - a. Providing a use that is responding to community need
 - b. Providing an amenity that will benefit the residents of Cumberland (including, but not limited to):
 - i. Affordable housing, with a signed housing agreement with the Village
 - ii. Park dedication (in addition to the minimum requirements for subdivisions that trigger a five percent dedication)
 - iii. Fire and emergency services department contributions
 - iv. Provision of off-site infrastructure, or upgrades
 - v. Inclusion of universal designed and adaptable housing

- c. Appropriateness of the development proposal
 - d. Integration with the immediate community
- 7) Parks, schools, public facilities and utilities, pathways, public trails, urban food gardens, fire halls, and public recreational facilities are permitted in all land use designations, subject to the zoning regulations for the specific site.

5.2 HOUSING

5.2.1 HOUSING OVERVIEW

The Village strives to provide a mix of housing options, ensuring that people of all ages and incomes have an opportunity for housing that is well built, safe, and located in livable neighbourhoods. The OCP encourages the efficient use of land to limit growth and cost of housing. The use of environmentally sound building approaches, the conservation of energy, water, material, and other resources in the building and upgrading of existing residential buildings is also supported.

5.2.2 HOUSING OBJECTIVES

- 1) Encourage a range of safe and affordable housing options which meet the needs of individuals and families of varying income levels, age groups, and needs.

5.2.3 HOUSING POLICIES

- 1) Give priority to development proposals for small and compact forms of housing such as small-lot single detached homes, town homes, coach houses, and apartments.
- 2) Encourage alternative housing tenures within residential areas such as cohousing, cooperative housing, and fee-simple town homes, especially where these meet an affordable housing need.
- 3) Integrate seniors and special needs housing into the community where there is good access to public transit and basic support services.
- 4) Support the creation of new, and the retention of existing, rental housing and discourage the conversion of rental housing to strata ownership.
- 5) Support the location of supportive or transitional housing within the Village for special needs groups, such as the physically or mentally disabled, young people and others who have unique social needs (The provisions of the *Community Care and Assisted Living Act* govern many aspects of these homes.).
- 6) Encourage the retention and creation of manufactured home parks in appropriate locations, as a viable and important source of affordable home ownership in Cumberland. New, stand alone, manufactured home parks will be considered subject to the following conditions:
 - a. Connection to municipal water, sanitary sewer and storm systems
 - b. Meeting the minimum lot size required in the current zoning bylaw
 - c. Establishment of a comprehensive site plan showing lay out of the pads, internal road circulation, parking, and extent of buffering from adjacent non-mobile homeland uses
 - d. Sensitive integration into the existing neighbourhood and with adjacent residential uses
 - e. The development of and compliance with a bylaw regulating their form and appearance

- 7) opportunities for attainable housing Explore the possibility of strengthening security of tenure for residents of manufactured home parks and other protections that address issues related to the displacement of manufactured home park residents. This may include requiring the development of a tenant relocation plan as a mandatory element of any application to re-zone/re-develop a manufactured home park.
- 8) Ensure that all large-scale hotel and resort developments include an affordable supply of rental housing for employees, and where required, include the provision to provide employee housing.
- 9) Provide through:
 - a. New multi-family units, where appropriate
 - b. Secondary suites and coach houses in single family neighbourhoods, where appropriate (refer to **Map A**)
- 10) Support housing infill density through the sensitive, appropriately scaled design of multi-family properties and coach houses.

5.3 GROWTH MANAGEMENT

5.3.1 OVERVIEW

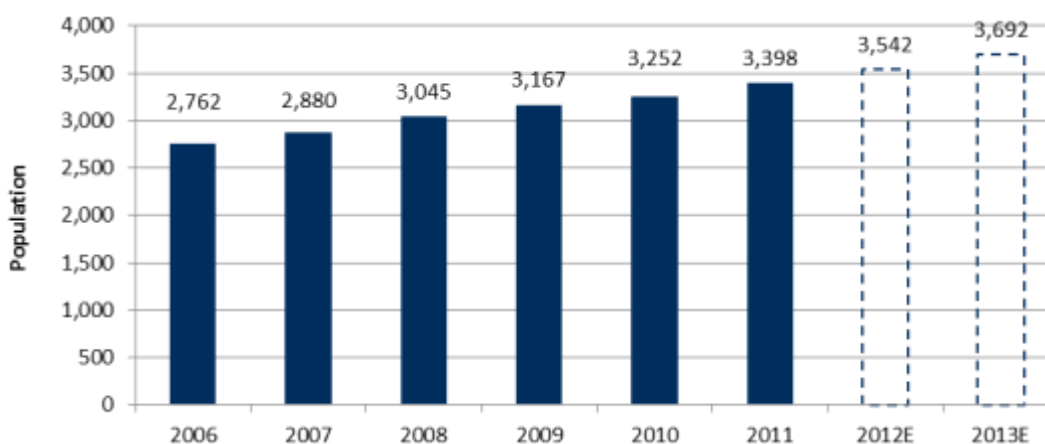
The Comox Valley has been one of the most dynamic investment locations and fastest growing areas in western Canada in recent years. Any pattern of growth has community, economic, and environmental implications that need to be considered and balanced in deciding the most desirable growth solution. The citizens of Cumberland have clearly stated a preference for an accountable, balanced, and well managed approach to their community's future growth, in which the essential character and ambience of the Village, along with effective protection of its natural environment, are primary concerns. Subsequently, growth management of the Village must be effected through rigorous consideration of the benefit and impact of development and infrastructure, supported by robust and supportable evidence and clear metrics to monitor performance and direction of growth. Long term planning for housing, infrastructure, employment, agriculture, and social services is central to effective Growth Management and essential for establishing attractive, affordable well serviced communities with access to employment opportunities.

For the Village, this can be achieved through encouraging compact complete communities close to existing services and community amenities. It is important to ensure that growth and change occurs within financial capacity of the Village, as the cost of supplying and maintaining infrastructure and services is a considerable demand on Village budgets. Growth can be a catalyst for a prosperous community, but unplanned and unfocussed development can lead to inefficiencies and urban sprawl. By focusing development in areas that can absorb growth efficiently, costs can be minimized, service delivery streamlined, and existing facilities used effectively.

5.3.2 POPULATION, HOUSING, AND LAND USE FORECAST METHODOLOGY

Population projections are the basis for future housing and land use requirements over the 30-year forecast period. Incremental population growth is based on 2006 to 2011 population figures referenced from Statistics Canada's 2011 Census estimate. Between 2006 and 2011, the population of Cumberland grew by 4.24 percent per year, on average. (Recent census data indicates a 26 percent growth in population between 2006 and 2011.) The population has been estimated to 2013 by using the 2011 Census estimate of 3,398 and the 2006 to 2011 average annual growth rate.

Figure 9: Population, 2006 to 2013E¹⁰

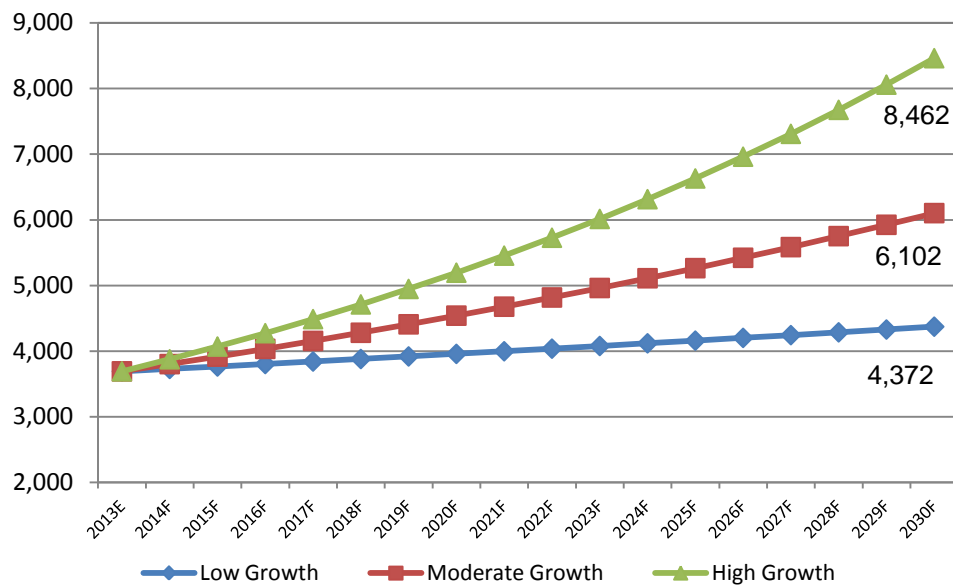


This 2013 estimate of 3,692 is used to forecast three linear population growth scenarios to 2030 (refer to Figure 10):

- 1) Low growth with 1 percent annual population increase
- 2) Moderate growth with 3 percent annual population increase
- 3) High growth with 5 percent annual population increase

¹⁰ Province of British Columbia, BC Stats, Village of Cumberland Community Facts, August 2012.
 Statistics Canada. 2012. Focus on Geography Series, 2011 Census. Statistics Canada Catalogue No. 98-310-XWE2011004. Ottawa, Ontario. Analytical products, 2011 Census. Last updated October 24, 2012.
 Note: 2012 and 2013 forecasts use 2006–2011 average annual growth rate of 4.24%.

Figure 10: Population Projections to 2030



5.3.3 FUTURE HOUSING DEMAND

Table 5 details the current quantity of housing and the number of persons that occupy each type of housing on average.¹¹ Based on the projected population growth forecasts to 2030, the current (2013) quantity of housing units in Cumberland, and the approximate number of persons that reside in each type of housing unit, it was possible to forecast the number of future housing units required for the three projected population growth scenarios.

Table 5: Quantity of Units and Resident Occupancy by Housing Type

Housing Type	Quantity	%	People/Unit	No. People
Single Family/Duplex w/Suites	1227	89	3.1	3,804
Townhouses/Manufactured Home	143	10	1.5	215
Apartment/Multi-family	5	1	2.0	10
TOTAL	1375	100		4,029

¹¹ Of the 1,375 current residential units in Cumberland, 67 properties are vacant (B.C. Assessment). This represents less than five percent of the total number of current units. Because the reasons as to why certain properties are recorded to be vacant are not known the forecast for housing demand assumes that the current housing units in Cumberland includes all 1,375 units, including those properties reported as vacant.

Note that based on the current quantity of units provided and the persons per unit, the total population of Cumberland is above its 2013 estimate by approximately 300 people: close to 10 percent of the 2013 estimate of 3,692. This may be due to changes in the persons per unit for each category of housing type, or a certain portion of the current quantity of units being used as vacation homes, or otherwise unoccupied.

Using population projections and incorporating an average household size of 3.1 people¹², it is possible to estimate the number of new housing units that will be required over the OCP plan period, as a cumulative total under the three different growth scenarios. Given the uncertainties associated with longer term projections, forecasts up to 2030 were utilized. These future projections reflect available data and trend-based modeling techniques to provide a sound basis on which to plan for future growth.

To ensure a diversity of housing types within the Municipal Areas, the Comox Valley Regional Growth Strategy (RGS) lists the following targets for future housing breakdown by type:

- 40 percent Low Density (single unit residential, town homes, duplexes, secondary suites, secondary dwellings)
- 30 percent Medium Density (low-rise multi-unit up to four storeys)
- 30 percent High Density (over four storey multi-units)

However, taking into account the RGS targets are for *all* Municipal Areas in aggregate and recent trends in Cumberland, the following assumptions were considered more realistic:

- 60 percent Low Density (single unit residential, town homes, duplexes, secondary suites)
- 30 percent Medium Density (low-rise multi-unit up to four storeys)
- 10 percent High Density (over four storey multi-units)

Growth scenarios are summarized in **Table 6** below.

Table 6: Housing Demand by Growth Scenario

Year	1% growth		3% growth		5% growth	
	Pop.	Housing Demand	Pop.	Housing Demand	Pop.	Housing Demand
2015	4028	33	4253	100	4407	168
2020	4294	85	4877	277	5532	500
2025	4496	90	5600	320	6968	636
2030	4708	94	6400	372	8880	812
TOTAL HOUSING DEMAND		302		1069		2116

¹² Data obtained from the Corporation of the Village of Cumberland, which takes into account the potential for suites and coach homes and reflects recent development trends.

As can be seen in Table 6 above, at a modest population increase of one percent, 302 new dwelling units would be needed by 2030 to keep pace with growth. At a three percent population increase, over 1069 units would be needed in the same time period. At a five percent increase, over 2000 homes would be required over the next 17 years.

An analysis of recent development permits and permitted densities under the current zoning bylaw was undertaken to determine the land available to accommodate this growth. This took into account significant parcels of land that were zoned for future residential use but were not yet constructed. The following mixed use and residential developments were included in this review:

Table 7: Unrealized Residential Development Opportunities

Location	Approx. Site Area (ha)	Single Family* (max. units)	Multi-Family (max. units)	Total Units
Coal Valley Estates (Phase 5)	40	263	607	870
Carlisle Lane	4	80	–	80
Maple Street	6	87	–	87
Royston Road	5	100 (mobile home)	–	100
Interchange Lands	340	1071	948	2019
TOTAL				2286

* Includes secondary suites and coach houses

As shown in Table 7, assuming the high range projection for housing demand up to 2030, there is sufficient capacity to accommodate future residential growth within existing residential land¹³.

5.3.4 FUTURE COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL DEMAND

Population growth projections are also the key driver to forecast the future land area required for commercial, industrial, and institutional activities. Based on the current 1997 Zoning Bylaw number of hectares of land currently zoned for each land use category¹⁴, and the resulting persons per hectare, it is possible to approximately forecast the land required for each land use category according to each of the growth scenarios. Land use capacity and forecasting based on persons per hectare and the 2013 population estimate of 3,692 is shown in Table 7.

¹³ These scenarios utilize the following breakdown of housing unit type: 60% low density, 30% medium density, 10% high density.

¹⁴ Data obtained from the Corporation of the Village of Cumberland

#1035

Table 7: Future Commercial, Industrial and Institutional Demand by Growth Scenario

Land Use Type	OCP Land Use Quantity (ha)	2013 Zoned Quantity (ha)	Land Capacity (ha)	2030 Forecast (ha)		
				1%	3%	5%
Commercial	45.7	9.2	48.1	2	6	12
Industrial	407.8	99.9	296.9	18	65	129
Institutional	18.9	12.7	6.2	2	8	16
TOTAL				22	79	157

As shown in Table 7 above, land capacity has been calculated by deducting the total area of zoned parcels (as noted in the 1997 Zoning Bylaw—which was still current in 2013) from the land uses identified in **Map A** of the OCP. The current land capacity indicates there is sufficient land available to accommodate even the highest growth scenario for commercial and industrial land. With institutional land, there appears to be a shortfall of available land for the moderate and high growth scenarios, which suggests additional institutional land will be required over the available estimate of 6.2 hectares.

The forecast for other land use is designed for illustrative purposes only, as it assumes that industrial and commercial activity is linearly correlated with population increases. In reality, given the scale of most industrial and commercial activities, any new developments will likely be made through incremental and unique investments. Moreover, the methodology forecasts total zoned land, rather than actual land required for commercial, industrial and institutional activities. Because this accurate amount of land currently being used for each of these activities is unavailable, the amount of zoned land is assumed to be an upper limit for the quantity of land required in the future.

5.3.5 GROWTH MANAGEMENT OBJECTIVES

- 1) Maintain strong relationships with municipal neighbours and regional partners to ensure that growth and change decisions reflect provincial and regional policies.
- 2) Achieve effective Growth Management through integrated decision-making.
- 3) Maintain the Village Centre as the residential and commercial hub of the community.
- 4) Ensure decision-making on growth and change incorporates the Village's financial and infrastructure capacities.

5.3.6 GROWTH MANAGEMENT POLICIES

Areas within the Village boundaries provide more than 20 years supply of residential land to accommodate a mix of housing types in various neighbourhood settings, and to allow the Village to concentrate infrastructure spending and community amenities within or near the Village Centre.

- 1) The Village will designate an adequate supply of land to accommodate future growth for residential, commercial, industrial, institutional, and recreation uses.
- 2) As a matter of course the Village growth management should be coordinated with the Region's objectives for connecting habitats and precautionary growth principles through the sharing of information, resources, ongoing identification, and mapping of ground truthed conservation areas.
- 3) Village capacity to finance growth shall be a priority consideration in growth and change decisions.
- 4) As resources allow, prepare a "made in Cumberland" growth management framework that is supported by the following principles:
 - a. Livable communities for all ages
 - b. Sustainable economic development
 - c. Viable and practical real estate market considerations
 - d. Increased access to housing, including affordable housing
 - e. Improved natural resources, in particular water
 - f. Efficient use of existing services and infrastructure
 - g. Minimization or avoidance of new services and infrastructure
 - h. Reduced ecological footprint
 - i. Protection and restoration of ecological systems
- 5) Identify and protect environmentally sensitive areas to ensure an appropriate balance between future growth of community and preservation of key natural assets necessary for community viability and attraction as a regional tourism and recreational destination.
- 6) Support land use rezoning applications for Institutional use where appropriate.
- 7) Support land use rezoning applications for federally licensed medical marijuana production facilities in underutilized industrial lands.
- 8) Coordinate with School District 71 to identify potential sites to be reserved for future consolidation of local schools, if required. Existing school locations are shown on **Map B**.
- 9) To facilitate managed growth, appropriate development, and decision making, all development proposals shall demonstrate to the Village and community, clear and robust evidence based analysis and assessment of market and growth conditions, community needs and benefits.

- 10) Except as required to improve the health and safety of existing development, no public funds will be expended for the capital cost of extending servicing of roads, water, sewer, and stormwater/rainwater systems to lands outside of the Village boundaries.
- 11) All new residential, industrial, institutional and commercial development will remain within the Village boundaries shown on **Maps A and B**.
- 12) The majority of new growth, particularly higher density residential uses, shall be located in close proximity to the Historic Village Commercial Core (HVCC) as shown on **Map A, B and D**. This is intended to:
 - a. Reinforce the role of the HVCC as the preferred focus for business, cultural, recreation, and tourism services for Cumberland
 - b. Promote walkable, pedestrian friendly neighbourhoods
 - c. Encourage entrepreneurial and business friendly climate for future investment
 - d. Reinforce and promote the Heritage values and character of the downtown area and the Village centre as a whole, accommodate appropriate infill and development in this area

5.4 HERITAGE PRESERVATION

5.4.1 OVERVIEW

The earlier company town of Union was built in 1888 by coal baron, Robert Dunsmuir and Union Camp in 1889. The town of Cumberland was built further east in 1893. Many residents of Union moved into Cumberland, leaving Union to the various ethnic communities. Cumberland was named after the county in England, known for its coal mining and beautiful lake country. The two towns were amalgamated in 1967. Many of the Union Camp houses still remain on Camp Road, nowadays officially called Dunsmuir Avenue. Some homes in the black and Japanese sections of Union are still lived in to the west of Cumberland.

Cumberland endured devastating mine explosions, two world wars and bitter labour disputes, but remained an active coal mining town until 1966. As the coal industry declined, the local population decreased. However, in the past 20 years Cumberland has celebrated its history and is gradually transforming into a tourist and recreation destination and safe family-oriented community where people choose to live.

A number of heritage commercial, institutional and residential buildings along with mining artifacts dating back to the coal mining era remain within the Village. The Village has already designated the Municipal, Japanese and Chinese Cemeteries as heritage resources, along with the former Post Office/Customs Office located at 2739 Dunsmuir Avenue and the Memorial Arch (Built 1921) in front of the Legion Building located on 2775 Dunsmuir Avenue. In addition, a covenant to protect Coal Creek Park, former site of Chinatown and Number One Japanese town has been put in place. The Parks and Greenways Plan also require the protection of historic mining areas and artifacts. The community has expressed strong support on retention and preservation of all these historical assets.

To maintain and support the cultural heritage of the community and assist in the revitalization of the downtown area, a Heritage Conservation Area has been established for the Historic Village Commercial Core and is described in Section 11. This, however, does not preclude future preservation of the diverse heritage residential building stock located throughout the Village, which will be considered a major asset and necessary part of the Village's character.

5.4.2 HERITAGE PRESERVATION OBJECTIVES

- 1) Continue to promote public education and support for heritage preservation and the importance of archaeological and historical sites and materials within and related to the Village.
- 2) Preserve the Village's built heritage, artifacts, structures, and landscapes.
- 3) Identify and promote incentives to assist in the conservation of heritage buildings structures, sites, and significant trees.
- 4) Build on and incorporate previous work such as the Village of Cumberland Heritage Conservation Management Plan, prepared in 1993, and more recently the Cumberland Enhancement Study, prepared in 2008.

5.4.3 HERITAGE PRESERVATION POLICIES

- 1) Prepare an information pamphlet for the public outlining the process and requirements for development within the designated HCA.
- 2) Work in a collaborative and transparent process with property owners, occupiers, and those with registered interest within the designated Heritage Conservation Area.
- 3) The Village should establish **Community Heritage Register** of properties for the Historic Village Commercial Core Heritage Conservation Area for their heritage value on the basis of:
 - a. Historical and Social Significance
 - b. Cultural Significance
 - c. Architectural and Artistic Significance
 - d. Group and Setting Significance
 - e. Landmark Significance
 - f. Archaeological Significance
- 4) The Village should explore the adoption of a Heritage **Site Maintenance Standards Bylaw** for affected properties listed in a Community Heritage Register.
- 5) Where opportunity and funds are available, acquire lands and structures of cultural and historic significance within the Village for the purposes of conservation, preservation and redevelopment of the Village's historic character.
- 6) Work with private landowners to retain appropriate public access to the existing system of logging roads, artifacts and rail beds as part of the Village's broader heritage infrastructure.

- 7) Strengthen heritage preservation initiatives through the implementation of incentives obtained through:
 - a. Tax exemption
 - b. Grants and non-monetary incentives
 - c. Creation of a Business Improvement Area (BIA) within the Historic Village Commercial Core
- 8) Prevent the demolition or unauthorized alteration of heritage buildings or structures.
- 9) Employ, where appropriate, temporary heritage protection initiatives that shall include:
 - a. Heritage Inspections
 - b. Heritage Impact Assessments
 - c. Temporary Heritage Protection
 - d. Heritage Conservation Covenants
 - e. Heritage Revitalization Agreements
 - f. Heritage Designations
 - g. Heritage Compensations
 - h. Heritage Conservation Areas
 - i. Heritage Alteration Permits
 - j. Heritage Site Maintenance Standards
 - k. Tree Protection
 - l. Reservation and Dedication of Heritage Property
- 10) Existing buildings will only meet sustainability objectives, if best practice and energy and water efficient technologies are considered in the upgrade of their performance characteristics. Heritage conservation is inherently sustainable, as it minimizes:
 - a. The need to destroy building materials and retains established land use situations and infrastructure
 - b. Conserves embodied energy
 - c. Reduces pressure on landfill sites
 - d. Avoids impacts of new construction and minimizes the need for new building materials
 - e. The loss of cultural and economic opportunities that support a healthy livable community
- 11) The Village encourages innovation and application of these practices and technologies in which this can be undertaken without destroying heritage character defining elements, and consideration should be given as to how to balance heritage and upgrading requirements. Energy upgrading measures for heritage buildings should be assessed against the Standards and Guidelines.

5.5 GENERAL MUNICIPAL INFRASTRUCTURE

5.5.1 OVERVIEW

Council recognizes that fundamental services for water, sewer, power, and transportation are critical to resilience of the community. This OCP contains many goals, objectives, and policies that indirectly relate to municipal services and this section will outline some specific issues for the provision of these services. There are current limitations to the existing infrastructure system and the efficiency of municipal services is therefore a key priority for the Village. It is also critical for the successful development and growth of recreation, tourism, and environmentally-friendly and innovative industrial opportunities for the community. As areas grow and redevelop, existing capacity limitations become an issue, therefore it is imperative the Village and regional partners collaboratively analyze infrastructure against future land use plans to efficiently plan upgrades either through development (i.e., through Development Cost Charges) or capital improvement projects.

5.5.1.1 General

To meet the goal and objectives of this OCP for the built and natural environment, policies outlined below have been developed that encourage new developments incorporate Best Management Practices (BMPs) in stormwater, waste, sewer, and water supply management planning and facility designs. This is combined with policies toward existing infrastructure that looks to continual and cost effective improvement of the current network of services and utilities.

5.5.1.2 Solid Waste Management

In February 2013, the Comox-Strathcona Waste Management Service (CVWMS) and the Village developed a mutually beneficial agreement that would allow for an expanded engineered landfill at the Comox Valley Waste Management Centre (CVWMC). The CVWMC, located on Bevan Road to the northwest of the Village centre, is one of two regional service centres. It is estimated that the CVWMC has between three to five years of permitted capacity remaining at the existing landfill.¹⁵

Design will be undertaken to close and cap the existing landfill cell using engineered systems for managing leachate, landfill gas and stormwater. Partial closure construction for the existing landfill cell is planned to begin in 2013.

The CVRD owns property available for expanding the CVWMC and a conceptual plan exists for the lateral expansion to the north east and east of the existing landfill.

5.5.1.3 Stormwater Management

The Village's Stormwater Drainage Master Plan, prepared in 2010, provided an overview of the current stormwater characteristics and challenges to the stormwater infrastructure within the Village. The

¹⁵ AECOM, Comox Strathcona Waste Management 2012: Solid Waste Management Plan, 2012. P.28

system includes a combined sewer system and a dedicated storm drain system. Combined sewers provide drainage for stormwater and sanitary services and flows to the wastewater treatment lagoons located on the east side of the Village.

The combined sewer system is comprised mainly of clay pipes and asbestos-cement pipes that are reported to be almost a century in age. The dedicated stormwater system is generally newer, with all recent subdivisions having separate systems. Older sections employ open ditches and splash pads, while newer subdivisions generally have piped underground drainage systems and rock pits.¹⁶ It was noted that the existing older systems will need significant upgrades over the long term. Much of the existing storm system in Cumberland includes combined sewers which are contributing significant stormwater flows to the sanitary sewer system, and have resulted in isolated flooding, and decreased treatment efficiency at the sewage lagoon.¹⁷

5.5.1.4 Water Supply

Most of Cumberland's drinking water comes from five lakes located in the Cumberland Creek and Perseverance Creek watersheds. At full storage capacity these reservoirs hold 891,000 cubic metres of water. This water and the ground water source in Coal Creek Historic Park are the water sources for all of Cumberland and the Royston community (through the sale of bulk water by the Village to the CVRD). Approximately 16 litres of water per second can be drawn from the new Coal Creek well while approximately 90 litres of water per second can be drawn from the reservoirs¹⁸. The Village is also planning other improvements to its community water system in the next few years, and both the Stevens Lake dam and No. 2 dam are scheduled to receive capital improvements to enhance their seismic stability. In response to the Vancouver Island Health Authority (VIHA) policy directive ("4-3-2-1 policy"), the Village is proposing to install ultraviolet disinfection treatment in 2015, which will provide additional treatment for neutralizing bacteria that cause water borne diseases. The Village has been proactive in securing and governing safe water supply through various initiatives and policies which were directed towards water conservation, potential groundwater development, and control of water demand within the Village.¹⁹ In order to maintain long term water quality that is protective of public health, recreational activities and forestry activities within the Village watershed will be closely evaluated and monitored to minimize potential impacts on water quality.

5.5.1.5 Liquid Waste Management Sewer Services

The Village has been conducting ongoing work to develop strategies and actions that will address upgrades to the existing sewer areas to meet current regulatory standards over the next decade. This is a core requirement, along with water supply, to maintain service efficiencies and future growth of the community. The Village Liquid Waste operates on a network of combined sewers which, by design, collect storm drainage as well as sewage. This additional volume of water increases the costs of

¹⁶ McElhanney Consulting Services Ltd, Village of Cumberland, Stormwater Drainage Master Plan 2010 p.3

¹⁷ Ibid. p.4

¹⁸ <https://cumberland.ca/water-services/>

¹⁹ McElhanney Consulting Services Ltd. Village of Cumberland Long Range Water supply Strategy, 2011

treatment works and their operations. The Village has eight sewer districts with the following five districts containing separated sewer areas: West Dunsmuir, Second Street, Ravine, Seventh Street, and Kendal Avenue.

The remaining combined sewers service an area of 31.6 hectares which represent 15 percent of the full serviced area of 213 hectares. The primary recommendation of the Village's Sanitary Sewer Master Plan prepared in 2010 was to continue with a sewer separation program²⁰. The system discharges to Sanitary Sewer Lagoons and discharges after treatment into Maple Creek. The Village will continue to look at logistics, costs and opportunities for long term servicing, including the possibility of connecting to a future Regional Sewer System.

Future upgrades to sewer and water are anticipated to be in the following areas:

Highway Interchange Lands

- a. Proposed sanitary sewer and potable watermain from Royston Road to Comox Valley Parkway
- b. Loop sanitary sewer and potable watermain through proposed Lot 9b: Dunsmuir to Royston Road
- c. Gravity sanitary sewer along Union Road
- d. Potable watermain from Union Road to end of existing water line on Cumberland Road
- e. Potable watermain from Royston Road to Kentwood Road (CVRD)
- f. Treated water reservoir for proposed Lot 9b

Coal Valley Estates

- a. Phase 4: sanitary sewer and potable watermain on Kendal Avenue
- b. Phase 5: preliminary plans in place for a treated water reservoir

5.5.2 GENERAL MUNICIPAL INFRASTRUCTURE OBJECTIVES

- 1) Encourage infrastructure to unserved areas, where it is proven to be economically viable without creating an infrastructure burden for existing ratepayers.
- 2) Seek to improve as quickly as possible conditions of roads and sidewalks throughout the Village Centre.
- 3) Reduce capital and operational cost burdens and mitigate risks through viable and mutually beneficial partnerships with all levels of government and First Nations.
- 4) Provide an adequate and appropriate supply of water to meet the domestic needs and fire protection requirements of the residents and businesses of the Village while meeting contractual obligations.
- 5) Ensure sanitary sewage collection, treatment and disposal facilities are maintained to appropriate standards, and mitigate any detrimental environmental effects from these systems.
- 6) Encourage the use of integrated stormwater management techniques.

²⁰ McElhanney Consulting Services Ltd. Village of Cumberland Sanitary Sewer Master Plan, 2010

- 7) Provide a safe and efficient transportation network compatible with existing and proposed land uses.
- 8) Ensure the availability of services to meet existing and future community needs in a cost-effective and environmentally-friendly manner.

5.5.3 GENERAL MUNICIPAL INFRASTRUCTURE POLICIES

- 1) Encourage the integration of efficient infrastructure where applicable within all Village development and redevelopment designs.
- 2) Support opportunities for Federal, Provincial, and First Nation partnerships for infrastructure to manage costs and risk to the Village and tax payers.
- 3) Complete a life cycle analysis of infrastructure to assess the capital and operating costs of alternative investment options for a given project. Assessment of need, supply and demand strategies should be considered simultaneously.
- 4) Prioritize development in Cumberland to occur on sites that have existing adequate servicing.
- 5) Seek maximum funding for infrastructure development from senior levels of government by taking advantage of special financing opportunities available for innovative efficient infrastructure development.
- 6) Resources and budget permitting prioritize local road and sidewalk improvements in key affected areas of the Village.
- 7) Incorporate greenhouse gas reduction criteria in infrastructure projects for valuation/modeling and procurement.
- 8) Ensure that developers pay the full cost of providing services as a result of new development.
- 9) Ensure the provision of adequate off-street parking, loading and service areas for all public and private uses.
- 10) Provide appropriate streetlighting for roads and pedestrian walkways.
- 11) Implement street and pedestrian guidelines.
- 12) In coordination with key stakeholders, work to implement appropriate traffic and public safety measures to manage the use of ATV's or similar vehicles on Village roads, and public safety through:
 - a. Ongoing enforcement
 - b. Developing alternate routes of travel
 - c. Ongoing Education
- 13) Obtrusive lighting installations have a negative impact on the appearance of the night-time environment and can lead to complaints about the quality of their installation. In addition poor lighting designs can result in a waste of valuable energy of reducing the community's overall energy usage. It is therefore essential that lighting installations are both efficient in their application and in their use of energy.
- 14) Explore adoption of an environmentally-friendly streetlighting bylaw that will include requirements to meet current dark skies guidelines.

- 15) Implement this Bylaw to address:
 - a. Industrial Developments
 - b. Commercial Developments
 - c. Housing Developments
 - d. Transport Interchanges
 - e. Roads , sidewalks, formal pathways and trails, (either stand alone or as part of an overall development)
 - f. Exterior Sports Grounds and Arenas
 - g. Feature Lighting for Civic Enhancement, including both manmade structures and naturally occurring ones
 - h. Illuminated Advertisements
 - i. Refurbishment of existing lighting installations, both large and small
- 16) Develop the Bylaw in two segments to manage costs considerations. Initially a policy specific to streetlighting for new construction would start to implement change. The second segment could be a policy that would be created to grandfather in all existing lights, with the exception of those specifically identified for replacement because of the amount of light pollution they produce. Lights identified in this segment of the policy are replaced at the end of the fixture's life. In many cases, existing bad streetlighting can be made more environmentally sound by simple redirection of the light, by addition of very simple shields or by reducing luminaire wattage. Where period and decorative fixtures exist in wasteful designs, they will also exist in as appealing non-polluting fixtures.
- 17) The Village will continue to collaborate with regional partners to encourage any methods that enable reduction of the waste stream, such as organics composting recycling services.

5.5.4 SOLID WASTE MANAGEMENT POLICIES

- 1) The Village will continue to encourage and implement resource conservation and waste reduction by continued emphasis on the 4-R's: Reduce, Reuse, Recycle, and Recover; and by community education initiatives with respect to recycling and composting options.
- 2) In coordination with the CVRD, the Village will seek opportunities to encourage all property sectors to reduce solid waste generation and increase recycling towards the target of zero waste.
- 3) The Village will seek opportunities to provide appropriate education programs to public and private sectors emphasizing the importance of waste reduction.
- 4) The Village will continue coordination with the CVRD on the implementation of the Comox Strathcona Waste Management Solid Waste Management Plan, 2012.

5.5.5 STORMWATER POLICIES

- 1) Protect and preserve community drinking water sources in order to ensure the safe supply of water to any municipal water system.
- 2) Develop and maintain a functional and environmentally responsible stormwater management system.

- 3) Permit incremental development, within the Village Centre at a level that can be efficiently and economically serviced by the municipal storm sewer system.
- 4) Require, prior to the development of new areas, that flow elevations be established to ensure that adequate drainage can be provided without excessive depths being required for the storm sewer.
- 5) Require that storm drainage be prohibited from entering the sanitary sewer system except for those areas that are currently served by combined storm and sanitary sewers.
- 6) Current best practices and standards are to be applied to parking lot design to ensure protection of the environment, water quality and overall management of stormwater.
- 7) Use integrated stormwater management practices where appropriate.

5.5.6 WATER POLICIES

- 1) Effect the direct management of all recharge areas critical to the maintenance and safe function of the Village's water supply.
- 2) Continue long range planning for water treatment within the water supply system.
- 3) Coordinate the expansion of uses and population levels to ensure that adequate standards and water capacity levels are maintained.
- 4) Protect, restore, and where appropriate enhance the natural stream and wetland habitats that support fish and wildlife resources.
- 5) Implement ongoing demand management and education.
- 6) Implement water cisterns and rain collection program for gardens.

5.5.7 SANITARY POLICIES

- 1) Expand sanitary sewer capacity by pursuing efficient infrastructure design principles.
- 2) Restrict any development below the sewage treatment plant that would alter the drainage and retention system in the watershed area.
- 3) Review any industrial effluent requirements and the resulting effects on the treatment systems or possible separate waste disposal facilities.

5.6 TRANSPORTATION AND CONNECTIVITY

5.6.1 OVERVIEW

The Village depends on a municipal and provincial transportation network and services for work, recreation and day-to-day travel. The Village is primarily accessed and connected to Comox and Courtenay via Highway 19, Cumberland Road, Union Road, and the Comox Valley Parkway to the northeast. Royston Road, Dunsmuir Avenue and Comox Lake Road connect through the Village proper. A key challenge with all municipalities is maintenance and operation of safe and viable roads for residents. An ongoing commitment and prioritization of capital works for upkeep of existing roads will continue to be a focus for the Village. This is of particular importance for general safety, as well as

supporting future recreational and tourism growth for the community. With significant opportunities for alternate mobility such as bike paths and trails around and throughout the Village connecting to the region there will be emphasis on creating more opportunities for sustainable, efficient, and effective transport options and networks. Increased efficiency in transportation will also help to decrease greenhouse gas (GHG) emissions and non-renewable energy use. Existing transportation networks are shown on Map J.

The road network for the Highway Interchange Lands proposes to provide connections including:

- a. Royston Road to the Comox Valley Parkway
- b. Inland Island Highway to Royston Road via on and off ramps
- c. Royston Road to Kentwood Road (CVRD)
- d. Loop road through proposed Lot 9b: Dunsmuir to Royston Road

The road network for the Coal Valley Estates Lands proposes to provide connections from Kendal Avenue to Penrith Avenue. Other proposed roads include a proposed future connection from Coal Valley Estates lands to Bevan Road.

5.6.2 TRANSPORTATION AND CONNECTIVITY OBJECTIVES

- 1) Work in collaboration with the Ministry of Transportation and Infrastructure (MOTI) and the Comox Valley Regional District (CVRD); provide more active transportation infrastructure to increase resilience in the face of higher energy prices; improve community health, recreation, and tourism opportunities; and reduce greenhouse gas emissions.
- 2) New roads are built as complete streets that incorporate sidewalks and on street bike lanes on arterial and major collector roads and off-road bike paths as per a future Transportation Master Plan and provide for efficient transit service, as well as sufficient space to include landscaping.

5.6.3 GENERAL TRANSPORTATION POLICIES

- 1) Work to improve accessibility, quality, and safety of existing roads and laneways.
- 2) Allocate resources to enable civic capital (e.g., signage, street furniture, sidewalks, bike lanes, parks, leisure facilities, and other infrastructure investments) with the purpose of making these safe, accessible, high-quality living and working environments so that redevelopment consistent with the OCP Land Use map is encouraged.
- 3) Research and prioritize the following sources of funding for transportation infrastructure projects:
 - a. Special levies
 - b. Strategic budget allocations
 - c. Gas Tax Fund
 - d. Green Municipal Fund
 - e. Public transportation infrastructure funds
 - f. Canada Strategic Infrastructure Fund
 - g. Infrastructure Canada program

- 4) Utilize adaptive planning principles and integrate transportation and land uses with the adoption of “made in Cumberland” alternative development road standards, bicycle lanes, pedestrian movement and mixed use, so residents can live, work, and shop close to home.
- 5) Place increased emphasis on alternative modes of transportation (walking, cycling, transit) while maintaining automobile, commercial goods, and emergency vehicle mobility.
- 6) Transportation infrastructure will be funded, designed, constructed, and maintained to meet the needs of users and according to the following priority:
 - a. Active Transportation (Walking and Cycling)
 - b. Transit
 - c. Movement of Goods & Services
 - d. Traffic Calming. At rezoning encourage that all local and minor collector roads be traffic calmed, in the interest of public safety, at developer’s cost if they are connected to a new development.
- 7) Improve general road conditions and the aesthetics of the highway corridor by discouraging unkempt lots and prohibiting bill board advertising.
- 8) Install native landscaping, planted in naturalized patterns, which does not infringe on safety and view lines of traffic and pedestrians.
- 9) Review the feasibility and potential of the following potential projects:
 - a. Highway 19 connector route
 - b. Improved pedestrian and bike connections from the Cumberland Recreation Institute(CRI) to Comox Lake
 - c. Improved access to the Village core through non-vehicle corridors
- 10) Update and revise the current 2007 Roads Master Plan to a Transportation Master Plan for the Village.
- 11) Prepare a comprehensive plan integrating and coordinating all modes of pedestrian and vehicular circulation, tied to open spaces, and development areas.

5.6.4 PEDESTRIAN AND BICYCLE-ORIENTED POLICIES

- 1) Promote Cumberland as a pedestrian and bicycle friendly community, with connectivity networks that integrate with transit services.
- 2) Continue to incorporate pedestrian and bicycle amenities throughout the Village.
- 3) Work with partners to implement the policies contained in the Comox Valley Cycling Plan (2007).
- 4) Streets should be:
 - a. Accessible, with wheelchair ramps, sufficient numbers of benches with shade, sidewalks on all streets.
 - b. Well-connected, with streets forming a connected grid that improves traffic by providing many routes to any destination

- c. Built for an appropriate speed, with narrow lanes or traffic calming in place to control speed where required
 - d. Pedestrian medians at intersections, provisions for cyclists, protected bus shelters, and tree lined streets
- 5) Ensure that new residential developments and subdivisions have active transportation links to the nearest arterial or major collector roads at developer cost.
- 6) When undertaking road improvements and upgrades, the Village will incorporate cycling requirements into subdivision design standards and road design.
- 7) Increase walkability throughout the Village by:
 - a. Encouraging all new residential subdivisions and commercial, industrial and institutional developments to be within a 10-minute walk to adequate services
 - b. Avoid the use of cul-de-sacs where practical. Where there is no alternative layout option, ensure adequate pedestrian connectivity to the surrounding area is provided.
- 8) Encourage bicycle parking facilities on public and private lands where provision of such facilities are needed or would likely result in increased bicycle usage.
- 9) Seek co-operation for the pedestrian/bicyclist use of utility and right-of-way corridors.
- 10) Should the right-of-way no longer be needed for utility purposes, and the terms of the Right of Way Agreement permit, the Village shall seek to preserve these corridors for future linear paths as part of the pedestrian and bicycle networks.
- 11) Work with BC Transit and the CVRD to ensure future routes incorporate proper standards to accommodate buses.

5.6.5 RECREATIONAL GREENWAY CONNECTIVITY POLICIES

- 1) Coordinate and interconnect recreational greenways and trails with the overall transit, transportation and pedestrian circulation network servicing the community and region.
- 2) Designate a recreation corridor network that supports functional landscape connectivity and the objectives and policies identified in Section 8.0.
- 3) Promote the development of a recreation network that incorporates existing informal trails and the establishment of new interconnecting walkways in order to extend and create new recreational opportunities.
- 4) Ensure the circulation pattern of trails identified on **Map J: Transportation, Parks and Connectivity** is retained and continually improved as resources permit.
- 5) Design requirements for recreational greenway trails shall follow current Nature Without Borders Report and current North American national best practice for trail design and construction.

5.6.6 TRANSIT POLICIES

- 1) Work with BC Transit, the CVRD and the Comox Valley Regional Transit System to maintain a base level of transit service (every 30 minutes) to facilitate convenient access to transit in areas

with sufficient population and employment intensity to achieve acceptable performance standards and return on investment.

5.7 SAND AND GRAVEL EXTRACTION

5.7.1 OVERVIEW

There are several active and potential aggregate (sand and gravel) sites located within the Village boundaries that range in size from 2.4 to 310.3 hectares. Potential volumes are unknown and currently no sites exist within municipally owned land. Operational sites are located to the northeast of the Village Core between Highway 19 and the Comox Valley Parkway, as well Cumberland Road. Resources also exist to northwest of the Historic Village Core accessed via Bevan Road. It is important to note that some sand and gravel resources overlay with former coal mining operations which were the primary resource extraction industry from the late 19th to mid-20th Centuries. In general, resources in the Bevan Road, including the current Comox Valley Parkway site area are mantled with extensive thicknesses of glacial outwash sands and gravels with limited topsoil. This surficial geology is conducive to relatively straightforward and economical site development²¹.

This Industry represents an important resource for the construction industry in the province and has been recognized accordingly by the Ministry of Transportation and Infrastructure and the Ministry of Energy, Mines and Petroleum Resources. In order to fully explore and capture the resource aggregate deposits located within the Village boundaries, the approximate location of sand and gravel deposits suitable for future extraction, are outlined in on **Map I**.

5.7.2 SAND AND GRAVEL EXTRACTION OBJECTIVES

- 1) To allow for sand and gravel resources to be extracted in appropriate locations.
- 2) Aim to prevent the encroachment of incompatible land uses until aggregate deposits have been fully recovered.
- 3) Encourage mining and reclamation techniques which allow for reuse of these parcels in the future.

5.7.3 SAND AND GRAVEL EXTRACTION POLICIES

- 1) Encourage the reclamation and repurpose of disused sand and gravel extraction areas.
- 2) Review and overlay future sand and gravel extraction applications with Environmental Protection areas to understand environmental impacts of the operation.
- 3) Accommodate sand and gravel extraction involving production processes of any kind insofar as possible, in areas close to the extraction sites, provided that:
 - a. Such activities are not incompatible with existing residential or other development with respect to traffic, noise, water discharges, or hours of operation

²¹ Levelton Engineering Ltd., Environmental and Geotechnical Site Assessment Bevan Road Value Added Forestry Industrial Village, Cumberland BC, 2001

- b. The Village water supply or sanitary sewerage is not required to be extended other than by immediately adjacent street connection
 - c. Otherwise, such activities will be required to locate in appropriate designated and zoned industrial areas, as provided by the Zoning Bylaw
- 4) Restrict the development of incompatible land uses in areas adjacent to lands designated Sand and Gravel Extraction until the resource has been fully removed.
- 5) Require adequate screening between sand and gravel extraction sites and adjacent uses, and where sand and gravel extraction sites abut a major/minor arterial or collector street.
- 6) All operations shall minimize dust pollution due to operations.

6.0 ECONOMY

6.1 ECONOMIC DEVELOPMENT

6.1.1 OVERVIEW

The following Regional overview extracted and adapted from the Comox Valley Regional Economic Development Strategic Plan Update²² prepared in April 2013, indicates the following regional key trends:

- 1) The Comox Valley has been one of the faster-growing regional districts in British Columbia. With population growth of 6.8 percent from 2006 to 2011, it ranks fifth fastest in growth rate among the 29 regional districts.
- 2) Based on projections from BC Statistics population growth is expected to remain strong, averaging 1.3 percent per year through 2036, the second fastest rate among comparable BC regional districts.
- 3) Employment income averaged \$30,500 per person (among those who had employment income), ranking 21st in British Columbia. Employment and self-employment accounted for just over half (53 percent) of total reported income in the Comox Valley in 2009.
- 4) Only two other regional districts had a lower share of income from employment, emphasizing the Comox Valley's increasing role as a retirement location.
- 5) Post-secondary educational attainment among the Comox Valley working-age population is comparative to similar-sized areas across British Columbia and Canada. Additional educational and learning services offerings may be an important growth area.
- 6) Housing prices have increased significantly in the Comox Valley over the last decade, rising from below-average on Vancouver Island to about average.

There is a strong link between community development and economic development. Studies have shown that actions aimed at building community capacity are similar to the activities designed to produce economic outcomes²³. Building the capacity of Cumberland through forward-looking, innovative strategies will create the foundation for further community economic development.

Cumberland's growth has also created economic opportunities it can actively pursue. Three primary sources of growth include:

- 1) Eco-tourism: Cumberland is actively developing as a major 'destination' for outdoor recreation, heritage, arts and culture. Activities, such as mountain biking, hiking, non-motorized boating, fishing, and birding can be nurtured to expand economic development opportunities. Regional opportunities such as eco-sensitive resort complexes, and sporting and equipment supply services can also be examined for primary economic benefits and spin-offs. Cumberland is at a critical point in its development as a 'destination' for outdoor recreation, heritage, arts, and culture.

²² Comox Valley Economic Development Society. Comox Valley Regional Economic Development Strategic Plan Update. April 2013, p16-17.

²³ Lambe, Will, Small Towns Big Ideals, University of North Carolina, December 2008.

- 2) Commercial Development: This development will augment existing bed and breakfasts, restaurants, guide services, small retail, art galleries, live theater and microbreweries and micro-distilleries to yield more tax income.
- 3) Industrial Development: This development includes industries that are aimed at mainstreaming environmental, climate, and social considerations into the operations of enterprises.

6.1.2 ECONOMIC DEVELOPMENT OBJECTIVES

- 1) Create a welcoming and supportive business environment within the Village.
- 2) Support local business in marketing of the Village to tourists and other visitors.
- 3) Encourage appropriate business investment for growth and services within the Historic Village Commercial Core and land uses adjacent to Highway 19 and Comox Valley Parkway.
- 4) Build upon both the arts and natural environment as major sources of new economic opportunities for the Village.
- 5) Expand, preserve and promote the Village's working forest land, environmentally sensitive areas, and natural amenities as integral part of the Village's economy.
- 6) Accommodate environmentally-friendly technologies and innovative industrial activities in appropriate areas, where sufficient infrastructure exists, or where the extension of existing infrastructure is economically viable without creating an infrastructure burden for existing ratepayers for the term of the land use.
- 7) Provide for and encourage the restoration and adaptive reuse of historic and other buildings as viable "live up, work down" mixed use development.

6.1.3 ECONOMIC DEVELOPMENT POLICIES

- 1) Simplify and expedite permitting regulations for all businesses and seek to minimize the costs of doing business throughout the Village.
- 2) Support mutually beneficial economic development opportunities with K'ómoks First Nation.
- 3) Encourage business development based upon eco-tourism principles and practices.
- 4) Support the development of tourist services within the Historic Village Commercial Core.
- 5) Support the combined uses of commercial and residential activities in the Historic Village Commercial Core as appropriate, so as to continue a traditional mixed-use Village centre.
- 6) Support the development of regionally focused commercial business enterprises within Cumberland that are structured to meet the market needs of the region.
- 7) Develop new opportunities for light and medium industry, including value added manufacturing activities including federally licensed medical marijuana production facilities.
- 8) Encourage industrial activities that are non-polluting that support the local economy and provide local employment.
- 9) Ensure industrial uses permitted in the Village do not adversely affect the natural environment, the community's unique character or the peaceful enjoyment of neighbouring properties.
- 10) Maintain Development Cost Charges that require new development to pay full servicing costs.

- 11) Encourage the use of local and regional partnerships to develop multi-purpose community and economic development opportunities.
- 12) Ensure that economic development strategies are examined comprehensively.
- 13) Establish recreational trails that connect to regional trails and corridors.

6.2 TOURISM

6.2.1 OVERVIEW

Nature-based and ecotourism development have the potential to increase and diversify local and regional economies while protecting, showcasing, and educating visitors about the Village's ecosystem and historic culture. Surrounded by mountain peaks, foothills, forests, and lakes, the Village has many competitive advantages on which to realize the full potential of the nature-based, adventure, heritage, and ecotourism sectors. Cumberland is a known attraction and staging area for hiking, mountain biking, fresh water fishing, camping, rock climbing, skiing, and special events. The Village recognizes that its tourism potential, in part, relies on regional tourism experiences adjacent to the Village (e.g., Mount Washington, Strathcona Provincial Park, and the Beaufort Range).

The OCP provides a strong opportunity to ensure proactive planning for amenity development and environmental protection early in the Village's tourism pursuit. This will be key to avoiding conflict between tourism development and permanent community development.

6.2.2 TOURISM OBJECTIVES

- 1) Encourage tourism opportunities that will help to strengthen and diversify the Village's economy while protecting and preserving the Village's environment and culture.
- 2) Increase tourist visits, length of stay, and expenditures within the Village.

6.2.3 TOURISM POLICIES

- 1) Encourage and support multi-season sustainable and authentic nature, adventure, heritage, and ecotourism development as part of a key economic development strategy.
- 2) Work with the local Chamber of Commerce, K'ómoks First Nation and other partners to prepare and implement a Village Tourism Destination Development and Management Plan.
- 3) In alignment with the Village Tourism Destination Development and Management Plan, as amended from time to time, the Village should:
 - a. Encourage increased public access to tourism resources such as, but not limited to, the community forest, mountain bike trails, rivers, natural areas, and Comox Lake
 - b. Working with other partners, facilitate public access to private forest lands for appropriate recreational uses. Implement tools such as access agreements and trail management plans to help achieve this.

- c. Encourage and support the development of a diversity of quality tourist accommodations, while ensuring the accommodations are designed, constructed, and operated in a manner consistent with the vision for Cumberland
 - d. As needed, encourage tourism developers to provide for appropriate levels of on- or off-site staff housing needed to support staff associated with new products and services
 - e. Low impact destination resort development will be directed to Comox Lake in accordance with **Map A**
 - f. In support of a vibrant Village core, tourism amenities (e.g., bicycle rentals) and servicing (e.g., restaurants) should, to the extent possible, be sited within the Historic Village Commercial Core
 - g. Work with the tourism industry, K'ómoks First Nation, and other partners to encourage the development and provision of a diverse supply of visitor experiences, including attractions and activities which feature the Village's natural and heritage resources and K'ómoks First Nation culture
 - h. Work with the development community and partners to market and promote nature, adventure, and heritage and ecotourism development opportunities to developers and to promote the Village as a year-round nature-based, adventure, heritage, and ecotourism destination to target markets
 - i. In order to better manage change for tourism initiatives, work with local and regional partners to develop a 'Village of Cumberland Tourism Indicator Framework' that outlines specific targets and metrics under key headings such as Economy, Society, and Environment to be achieved through the implementation of a future Village Tourism Destination Development and Management Plan
- 4) Buffer tourism destination areas from residential and industrial developments to protect their character, preserve the visitor experience, and mitigate conflicts.
 - 5) The Historic Village Commercial Core should be promoted and supported as a hub for tourism destinations with mixed use development in support of community and tourism activities.

6.3 LOCAL FOOD PRODUCTION

6.3.1 OVERVIEW

Cumberland supports a high quality of life through the protection and enhancement of community health, safety, and well-being. This is achieved through the established vision, which includes the support for a viable agricultural economy through the protection of agricultural lands. The OCP recognizes the important role of agricultural lands, and supports the principle of preserving farmland and farming activities. The goals and policies promote the expansion and protection of the farm industry. It is also acknowledged that the BC Agricultural Land Commission regulates the use and subdivision of all surrounding agricultural lands.

6.3.2 LOCAL FOOD PRODUCTION OBJECTIVES

- 1) Strengthen the regional food system.
- 2) Increase local food growing opportunities on public and private lands.
- 3) Develop clear guidelines supported by appropriate bylaws for food production and sales on private lands. All guidelines and bylaws shall be prepared to comply with current requirements of provincial and federal regulations for food production, safety, handling and sales.
- 4) Incorporate and celebrate First Nation traditional knowledge for edible plant foraging, gathering, and traditional uses.

6.3.3 LOCAL FOOD PRODUCTION POLICIES

- 1) Participate in regional initiatives such as the IH Food Security HUB endorsed by Let Us Share the Harvest (LUSH) organization, to develop a more sustainable food system, including food production, processing, transportation, and waste diversion.
- 2) Develop clear guidelines for food production and sales on private lands. All guidelines, and any applicable bylaws, shall be prepared to comply with current requirements of provincial and federal regulations for food production, safety, handling and sales.
- 3) Support opportunities for First Nation partnerships in local food production and ecotourism through wildcrafting and traditional gathering knowledge.
- 4) Support the use of public spaces for farmers markets and community food events.
- 5) Support the keeping of animals for food production within designated land-uses as further defined in the Zoning Bylaw.
- 6) Explore opportunities in the agricultural sector to reduce greenhouse gas emissions and conserve energy by using targets, policies, and actions.
- 7) Seek opportunities to pilot urban food production and edible landscapes in greenways.
- 8) Consider new and innovative approaches to urban food production that increase food security, in partnership with citizens, community groups, and other stakeholders.
- 9) Encourage small-scale, neighbourhood-level food production within the community.
- 10) Protect agricultural areas from the incursion of non-food industries such as federally licensed medical marijuana production facilities.

7.0 NATURAL ENVIRONMENT

7.1 ENVIRONMENTAL PRESERVATION

7.1.1 OVERVIEW

The community recognizes the importance of preserving the local natural environment for the current and future generations from an environmental, social, and economic perspective. Similarly, the responsibility of protecting natural resources also respects the role Cumberland plays in the larger Comox Valley region. Cumberland has a unique mix of environmental features including regionally significant water features, plant and animal communities, and an increasingly important network of trails.

For a broader regional overview of sensitive ecosystems and wildlife movement corridors refer to Map No.4 Comox Valley Regional Growth Strategy Bylaw No. 120, 2010–Regional Conservation Framework Concept found on the Comox Valley Regional District website at www.comoxvalleyrd.ca. The Village recognizes a number of initiatives and plans that support and implement the vision for environmental preservation. These include:

- Endorsement, support, and implementation of strategies related to the 2008 Nature Without Borders, Comox Valley Land Trust Regional Conservation Strategy
- Comox Valley Regional Growth Strategy 2010
- Water:
 - Cumberland Water Conservation Plan, November 2011
 - Comox Valley Regional Water Supply Strategy, April 2011
- Sustainability:
 - Sustainability Evaluation Statement, 2009
 - Comox Valley Sustainability Strategy, 2010
 - Corporate Climate Action Plan, 2013

7.1.2 ENVIRONMENTAL PRESERVATION OBJECTIVES

- 1) Protect and enhance the integrity of the natural environment including the surrounding landforms, forests, streams, wetlands, lakes, and quality of the air, while preserving the associated recreation opportunities and respecting the natural constraints.
- 2) Continue to promote ecological awareness and learning opportunities related to preserving the local and regional environmental resources.
- 3) Continue to support local and regional conservation and preservation strategies, particularly cross-jurisdictional partnerships.
- 4) Meet or exceed the established relevant environmental targets outlined in the Comox Valley Sustainability Strategy Final Plan 2010.

7.1.3 ENVIRONMENTAL PRESERVATION POLICIES

- 1) The Village should, pending available resources and capacity, continue to work with appropriate stakeholders to develop a well-coordinated and integrated Village of Cumberland Recreational and Environmental Land Management Strategy for the Village. This strategy would identify opportunities and actions for improving water quality, wildlife connectivity, aquatic and terrestrial habitat, and recreational access. In addition, this would be intended to map potential conservation areas within the Village in compliance with the Regional Growth Strategy. This would be intended to educate and guide development interests within the Village.
- 2) Preserve sensitive ecosystem areas, their living resources, and connections between them in a natural condition and maintain these areas free of development and human activity to the maximum extent possible.
- 3) Natural landscapes and ecosystem functions will be protected in all land use decisions and government operations of the Village.
- 4) All development must reflect the objectives and guidelines of current Best Management Practices. Refer to the most current editions of the following:
 - a. Develop with Care: Environmental Guidelines for Urban and Rural Land Development in British Columbia
 - b. Best Management Practices for Amphibians and Reptiles in Urban and Rural Environments in British Columbia
 - c. Instream Flow Guidelines for British Columbia
 - d. Standards and Best Management Practices for Instream Works
 - e. Riparian Areas Regulation Assessment Methods
 - f. Best Management Practices for Lakeshore Stabilization
 - g. Environmental Objectives and Best Management Practices for Aggregate Extraction
 - h. Stream Stewardship: A Guide for Planners and Developers
 - i. Access Near Aquatic Areas: A Guide to Sensitive Planning, Design and Management
 - j. Community Green Ways Linking Communities to Country and People to Nature
- 5) The Village shall limit public trails and public access points in watercourse buffers and other sensitive ecosystems to locations where their presence will not compromise the habitat and ecological function of these areas.
- 6) As part of the community commitment to stewardship and preservation of environmental resources, the Village should promote awareness of the ecological and economic importance of sensitive ecosystems by providing opportunities for public enjoyment, education, and stewardship of them in ways that respect their environmental sensitivity. In order to achieve this, and as resources permit, the Village should assist other government agencies and community organizations in providing information through brochures, seminars, presentations, etc. to landowners of sensitive ecosystem lands and all residents of the Village on the importance of aquatic habitat and other sensitive ecosystems and ways in which they can help to preserve these important resources.

- 7) The Village should encourage, through education and appropriate incentives, voluntary protection of natural features in cases in which it is an objective of the Village to protect land (for watercourse conservation, water quality protection, or habitat preservation) in excess of that which is required to be protected by virtue of municipal and senior government regulations.
- 8) Recognize the headwaters and associated wetlands of each of the following watersheds as Development Permit Areas:
 - a) Comox Lake;
 - b) First Supply Creek;
 - c) Morrison Creek;
 - d) Piercy Creek;
 - e) Millard Creek;
 - f) Roy Creek;
 - g) Trent River;
 - h) Maple Lake and Creek, and
 - i) Perseverance Creek.
- 9) Special consideration is given to Comox Lake as the source waters for the Comox Valley Regional district water supply system intake in the upper Puntledge River.
- 10) The Village supports integrated watershed planning to protect the Village's five drinking water reservoirs, as well as groundwater protection.

7.2 VIEWS AND LANDSCAPE CHARACTER

7.2.1 OVERVIEW

Cumberland's visual resources are defining elements of the Village's character and provide important context and a competitive advantage on which to further build the nature-based and ecotourism industry. The visual amenity is also an important feature in the quality of recreation opportunities that the Village is known for. The hillsides surrounding the Village are visually sensitive and their visual absorption capability is generally limited. The OCP recognizes the importance of visual resources to the community, and current and future economic development within the Village. It provides a framework on which to move forward collaboratively, through partnerships, to better the long-term management of Cumberland's visual resources.

Many of the areas important to the community for their visual quality are also private forest lands and are vital to sustaining a secure timber supply for local forest companies as well as an ongoing flow of ecosystem services and wildlife habitat. Coordination, cooperation, and integrated management of Cumberland's visual resources is important to securing a positive future for forest operations, nature-based tourism and maintaining the Village's character on which residents have come to know.

7.2.2 VIEWS AND LANDSCAPE CHARACTER OBJECTIVES

- 1) Work cooperatively with partners to develop and maintain the visual character and natural appeal of the Village.

- 2) Work cooperatively with private forest land owners, adjacent land managers, and highways to retain the existing visual quality of visually sensitive areas within and surrounding the Village including existing and future tourism and recreation areas.
- 3) Coordinate with Wildfire Urban Interface Policies set out in Section 7.4.4 and DPA 4.

7.2.3 VIEWS AND LANDSCAPE CHARACTER POLICIES

- 1) To inform land use and forest harvest planning in Visually Sensitive Areas, the Village should work with partners to maintain a Visual Landscape Inventory in accordance with the British Columbia Visual Landscape Inventory Procedures (1997).
- 2) The Village should work cooperatively with partners to establish voluntary visual quality objectives for Visually Sensitive Areas.
- 3) Within Visually Sensitive Areas, the Village will encourage forest companies and developers to apply ecological landscape design practices (including, but not limited to, tree preservation or screening) to mitigate the effect of forest harvesting and development on visual quality.
- 4) The Village should work with partners, as opportunities arise, to explore the acquisition of Visually Sensitive Areas within and adjacent to the Village and tourism and recreation areas.
- 5) The Village should work with the British Columbia Ministry of Transportation and Infrastructure, and other partners, to prevent signage proliferation along gateways and transportation corridors.
- 6) Through education and bylaw development, the Village should encourage the application of national best practices to minimize light pollution by Village operations, residents, businesses, and industry while still meeting safety requirements.

7.3 CLIMATE CHANGE AND ADAPTABILITY

7.3.1 OVERVIEW

Although the local impacts of climate change have been relatively modest for the Village, the primary impacts such as long term changes in weather and climate variables (e.g., heating degree days and rainfall amounts) and a greater frequency of intense and unusual weather events will require the Village to adapt over the short- to long-term.

The provincial government of British Columbia has taken a leadership role in managing the effects of climate change by developing both adaptation and mitigation strategies; specifically focusing on achieving a low-carbon economy. The provincial government has made climate change a top priority through a wide range of measures including the [Climate Action Plan](#) which outlines strategies and initiatives to meet the provincial goal of reducing greenhouse gas emissions by 33 percent by 2020. The most pertinent of these for local governments is the *Local Government (Green Communities) Statutes Amendment Act (Bill 27, 2008)* which supports local governments in reducing GHG emissions, conserving energy and working to create more compact, sustainable communities through land use policies. As a result of *Bill 27*, local governments are now required to institute, in the Official Community Plan (OCP), greenhouse gas emission reduction targets, and actions and policies for achieving those targets.

The Village has taken a number of steps in the past to address climate change, including preparing a Corporate Climate Action Plan and reporting annually to the province through the Climate Action Revenue Incentive (CARIP) process. However, deeper and more long-term actions are required. The Village recognizes that increased density and a mix of uses supporting multi-modal transportation opportunities will lower energy use and GHG emissions whilst enhancing the Village's ability to adapt to a changing climate. As such, this plan addresses four key climate related targets.

7.3.2 CLIMATE CHANGE AND ADAPTABILITY TARGETS

- 1) Seek to reduce per capita greenhouse gas (GHG) emissions by 33 percent of 2007 levels, by the year 2020.
- 2) Climate change is mitigated through the reduction of greenhouse gas (GHG) emissions from buildings, transportation, and waste.
- 3) The Village is prepared for climate change by building adaptive capacity to capitalize on positive climatic changes and, where possible, limit negative climatic impacts on human health, infrastructure, properties, and ecosystems.
- 4) Village energy consumption is managed to give priority to conservation and efficiency, renewable energy alternatives, and the use of low carbon fuels.

7.3.3 CLIMATE CHANGE AND ADAPTABILITY POLICIES

- 1) Continue to meet the *British Columbia Climate Action Charter* commitments by reducing greenhouse gas (GHG) emissions in the community and investing in local climate action projects that reduce emissions and build adaptive capacity.
- 2) All Village departments will work together to implement the proposed policies and actions to achieve GHG and energy use reduction targets.
- 3) The Village shall continue to commit to carbon neutral operations as part of the *British Columbia Climate Action Charter* commitment.
- 4) Incorporate priority climate change impacts, opportunities, and adaptation measures into all levels of decision making and into long-term planning initiatives.
- 5) Build partnerships with the community, businesses, local governments, regional districts, provincial governments, and public agencies to identify and implement regional initiatives that build regional climate resilience.
- 6) Encourage and support the energy efficiency of new and existing residential and institutional buildings.
- 7) Maximize use of renewable energy for heating.
- 8) Improve efficiency and reduce greenhouse gases in the heating of buildings and facilities.
- 9) Strengthen energy security by diversifying heat and electricity energy supply.
- 10) Promote distributed renewable energy solutions.
- 11) Engage the community, region, and provincial government on the importance of climate change adaption and GHG reduction through promotion, education, and leadership.

7.3.3.1 Air Quality Policies

- 1) The Village should continue to play an active role in and support voluntary regional and local air shed research, education and planning initiatives.
- 2) The Village shall consider instituting anti idling bylaw, to reduce the impacts of vehicle emissions throughout the Village.
- 3) The Village shall promote programs that achieve net benefits to air quality and climate change.

7.3.4 CLIMATE CHANGE AND ADAPTABILITY ACTIONS

In order to achieve its GHG emission and energy use reduction targets, the Village proposes to implement a series of actions in five focus areas: general approach, transportation, land use, buildings, local energy supply, and infrastructure.

7.3.4.1 General Approach

- 1) Meet or exceed the established relevant targets outlined in the Comox Valley Sustainability Strategy Final Plan 2010.
- 2) Seek funding for the preparation and implementation of a Village of Cumberland Community Energy and Emission Plan (CEEP) that aligns with the actions identified in the Comox Valley Sustainability Strategy, whilst enabling the Village and operations to prepare for changes in climate.
- 3) Upon completion, the Village shall implement the Village of Cumberland Community Energy and Emission Plan within no less than **one year** to allow for funding applications for community initiatives to be approved.
- 4) Apply appropriate tools and methodologies to measure and report on the community's GHG emissions.
- 5) Future climate conditions and their expected impacts shall always be considered in the planning, design, and construction of any new development. This consideration should be explicitly stated in all planning and design applications to the Village.
- 6) Developments should be planned and designed to be resilient to a wide range of future conditions (such as instances of severe and unusual weather).
- 7) The Village should take a leadership role in promoting adaptation to climate change by: educating local stakeholders and developers about climate change; assisting developers and stakeholders as they consider climate impacts; and providing resources and conducting research to enable adaptation.
- 8) Develop the resources and capacity within the municipality to integrate, monitor, and require carbon emissions and offsets to be accounted for in accordance with the *Climate Action Charter*.
- 9) Promote the Village as a community that is committed to energy use and emissions reductions in order to attract environmentally-friendly and innovative industries and business employers to the Village and subsequently help increase local employment opportunities.

7.3.4.2 Transportation

- 1) Improve transportation choice, enabling residents and visitors to safely and easily walk, cycle, carpool or travel by bus, as well as by automobile.
- 2) Create road designs and parking standards that support active transportation and transit.
- 3) Identify opportunities for electric vehicle recharge stations within existing Village parking areas.

7.3.4.3 Land Use

- 1) Require compact growth.
- 2) Focus development within existing nodes and along existing corridors.
- 3) Establish Environmentally-Friendly Site Design Guidelines and Development Standards.
- 4) Brownfields:
 - a. The Village shall support brownfield development and redevelopment initiatives
 - b. Where feasible, the Village may enter into partnerships with other governments and the private sector to undertake brownfield remediation and redevelopment projects, and increase awareness of brownfield redevelopment potential
 - c. The Village shall ensure development or redevelopment of brownfield or other levels of contaminated sites incorporate environmentally sensitive remediation plans and consider the wide range of environmental impacts (energy, waste, air, water, and land impacts) that an end-use may have
 - d. The Village shall require sustainable methods of demolition and cleanup, including natural and ecological forms of remediation and the reuse of building materials where possible

7.3.4.4 Buildings

- 1) Carry out environmentally-friendly and energy efficiency retrofits for municipal and public buildings.
- 2) Create healthier indoor environments in municipal and public buildings through use of natural ventilation systems.
- 3) Create business and education opportunities for reducing GHG emissions.

7.3.4.5 Local Energy Supply and Infrastructure

- 1) Facilitate the future development of renewable energy generation.
- 2) Investigate and prioritize the feasibility of all mature and emerging renewable energy technology applications and systems for the Village.
- 3) Ensure an adequate supply chain, maintenance and operational support is available for renewable technologies if adopted.
- 4) Where funding is available, the Village may implement pilot projects for renewable energy and waste management technologies and systems to assist private and public industries.
- 5) Review opportunities for electric vehicle recharge stations within the Village.

7.4 NATURAL HAZARDOUS AREAS

7.4.1 OVERVIEW

Natural hazard areas include land that contains sources of potentially dangerous naturally occurring events that may be susceptible to wildfires, floods, landslides or rock falls. Given Cumberland's large expanse of working forest and current logging activities, the greatest potential natural hazard is related to the interface between forests and future potential development. Sources of potential wildfire hazards are therefore listed in **Map H**. Other supporting policies in relation to flooding (as referenced in the Village's Floodplain Management Bylaw No. 962, 2012 and amended there to) and steep slopes are considered below.

7.4.2 NATURAL HAZARDOUS AREAS OBJECTIVES

- 1) To ensure that development within the Wildfire Interface DPA is managed in a way that minimizes the risk to property and people from wildfire hazards
- 2) To promote activities to reduce wildfire hazards while still addressing environmental issues
- 3) To manage conditions affecting potential fire behaviours, thereby increasing the probability of successful fire suppression and containment, and thereby minimizing adverse impacts

7.4.3 NATURAL HAZARDOUS AREAS GENERAL POLICIES

- 1) Land within the Wildfire Interface Development Permit Areas as designated on **Maps C and H** shall not be altered or developed, or subdivision approval granted, unless a Development Permit is issued in accordance with the guidelines in DPA 4 of the Plan.

7.4.4 WILDFIRE URBAN INTERFACE POLICIES

- 1) The Village will mitigate potential fire risks through the development of forest fire interfaces mapping, and adoption of a Community Wildfire Protection Plan.
- 2) For lands identified as Wildfire Areas under **DPA 4**, the Village will require a Wildfire Assessment for all development permits.
- 3) For new subdivisions through rezoning, it will be important that road grades meet Village standards for public roads, even when the proposed road will be private. Single access developments will be discouraged.

7.4.5 SLOPE POLICIES

- 1) Discourage development on steep slopes (slopes 20 percent or greater).
- 2) Development on slopes 30 percent or greater will, in general, not be allowed.
- 3) Development on steep slopes shall be designed in accordance with natural profiles, sensitive to natural grade, and to minimize visual impacts and impacts on environmentally sensitive areas.

7.4.6 FLOODING POLICIES

- 1) Where possible, lands subject to flooding should be left in a natural state or used for parks, open space recreation or agricultural use.
- 2) Where no alternative exists or where development is currently allowed within the floodplain, the Village will require structures to be flood-proofed to standards specified by the BC Ministry of Environment.

8.0 COMMUNITY WELL-BEING

8.1 HEALTH AND WELLNESS

8.1.1 OVERVIEW

It is understood that improving the health and well-being of individuals and families means changing health-related behaviours—and that means addressing factors that influence those behaviours. In light of changing funding opportunities and increased competition for resources, and an ageing population, the Village needs to ensure that they maintain the capacity to work in partnership to identify and address public health and wellness challenges, and that the resulting initiatives demonstrate that the Village is a great place to live, work, and play.

8.1.2 HEALTH AND WELLNESS OBJECTIVES

- 1) Create opportunities to promote healthy lifestyle practices through educational tools and community outreach. This should be tailored to all age groups in the community.
- 2) Place public health as a priority in land use planning with goals and objectives that are explicitly about health, active living, and address the multiple impacts of the built environment.
- 3) Provide a safe community by maintaining public safety and security through a focus on strategic prevention activities and timely emergency services. Adopt CPTED (Crime Prevention Through Environmental Design) principles as appropriate.
- 4) Seek private and public partnerships that promote health, wellness, and healthy lifestyles.
- 5) Work to enable community health and social service facilities to meet the physical, mental, spiritual, and social needs of residents and visitors.

8.1.3 HEALTH AND WELLNESS POLICIES

- 1) The Village will explore the development and implementation of a youth engagement strategy in the Village community.
- 2) The Village shall encourage services, programs, and facilities that promote the health and social needs of youth and young adults.
- 3) The Village should, in close coordination with SD 71, encourage the design and optimum use of school district facilities to provide additional recreational, cultural and adult education services to the community.
- 4) The Village should work with Vancouver Island Health Authority in reviewing health care infrastructure capacity in conjunction with future community development.
- 5) The Village should work with relevant agencies and stakeholders to assess the need and delivery strategies for adult and senior care facilities in the community.
- 6) The Village should continue to support where possible collaborative efforts within community to strengthen the Village's arts, culture, and heritage.

- 7) The Village should help promote arts, culture and heritage programming and venues to enhance tourism and recreational uses.
- 8) The Village should encourage the use of parks, civic buildings and public spaces for public art, performances, festivals, exhibitions, artists' studios and workshops, where appropriate.
- 9) The Village should encourage public art as an integral component of the community.
- 10) The Village should encourage the installation of art on or within the built environment, including private properties, public spaces, parks, trails and streets, where appropriate.
- 11) The Village should work with K'ómoks First Nation to explore opportunities for public art that incorporates First Nations themes and topics.

8.2 RECREATION, LEISURE AND PARKS

8.2.1 OVERVIEW

Providing a diverse range of indoor and outdoor activities and settings is essential to meeting the recreation needs of the community. Recreation activities in Cumberland's natural environment are at the heart of the Village's culture and an important economic driver. Cumberland provides indoor and outdoor recreation opportunities and programs that are fundamental to the quality of life expected by residents. Additionally, the recreation and leisure opportunities and programs available in the community are a key determinant of the health of individuals and interconnectivity of the community and a significant competitive attraction to a skilled labour force and employers.

The Village's natural and built recreation resources and settings are the basis on which quality opportunities are provided. The community is engaged as participants as well as organizers and providers of recreation opportunities and programs.

The built environment of the community can shape the lifestyles of residents toward or away from an active lifestyle. It is recognized that there is a direct correlation between the proximity to parks, open spaces, and recreation infrastructure to higher levels of physical activity. In turn, it is recognized the Village plays an important role in realizing the opportunities for residents to be physically active and therefore, healthier.

8.2.2 RECREATION, PARKS, AND GREENWAYS OBJECTIVES

- 1) Through partnerships, provide indoor and outdoor recreation opportunities, facilities, and services that:
 - a. Are diverse
 - b. Improve community and individual health
 - c. Are accessible to all—regardless of age, income or ability
 - d. Provide both unstructured and structured recreation and play opportunities
 - e. Ensure that recreation opportunities highlight and respect Cumberland's natural environment

- 2) Provide accessible and quality parks, greenways, open spaces, and recreational corridor systems that:
 - a. Protect, restore or enhance biodiversity, environmentally sensitive areas and provide an ongoing supply of ecosystem services
 - b. Ensure functional natural connections and landscape connectivity
 - c. Offer a diversity of recreation settings and structured and unstructured recreation activities and play
 - d. Ensure that all residents and places of employment are within walking distance (400 m) to at least one park
 - e. Are identifiable and actively managed
 - f. Integrate with the regional parks, open space, and recreational corridor system
 - g. Follow Crime prevention through environmental design (CPTED) principles for safety and access to amenities and facilities

8.2.3 RECREATION POLICIES

- 1) Develop and maintain a long-range Village of Cumberland Recreation and Culture Master Plan that provides a clear vision, goals, and strategies for meeting recreation and culture needs in the community.
- 2) Integrate the Village of Cumberland Parks and Greenways Masterplan with the Rural Comox Valley Parks and Greenways Strategic Plan, 2011-2030.
- 3) Through the recreation and culture master plan, regularly review the relevancy and function of existing recreation and leisure facilities to ensure they are in line with community needs.
- 4) In alignment with the recreation and culture master plan, maintain and improve, where feasible, Cumberland's current recreation and leisure facilities.
- 5) Enhance recreation facilities and programs available to children, youth, and adults with a focus on providing exciting ways of promoting early childhood development, life-skills, and community connection.
- 6) Encourage appropriate public and private sector investment in recreation facilities, parks, and recreation corridors through private donations, capital funding or other means.
- 7) Maintain policies and fee structures for recreation facilities and parks that encourage use by people of all incomes, ages, and abilities.
- 8) Work with partners and residents to support, sustain, and enhance the provision of community delivered recreation programs, facilities, and services.
- 9) Pursue joint-use agreements with the school District No. 71 (Comox Valley) to provide public access to school facilities and parks and school access to Village facilities and parks for recreation purposes.
- 10) Identify opportunities to create additional park space within the Historic Village Commercial Core to accommodate play opportunities for families living in the area.

8.2.4 RECREATION MANAGEMENT POLICIES

- 1) Allow for public use and enjoyment of natural watercourses, water bodies, and wetlands on a site-by-site basis where such use can be shown to be compatible with OCP policies and development permit guidelines, *Riparian Area Regulation* and other legislation.
- 2) Recreational use of parks, open space, and recreational corridors should be actively managed to mitigate environmental impacts, impacts to recreation features, conflicts between users, and conflicts with adjacent users.
- 3) Provide accessible information to residents and visitors so people may choose the type and location of recreation opportunities that best meet their desired experience.
- 4) Support and work with partners to actively manage motorized recreation activities (Off-Road Vehicles) through a network of designated trails and areas to minimize environmental impacts and conflicts while maintaining a quality recreation experience.

8.2.5 PARKS AND GREENWAYS POLICIES

- 1) Update and maintain the long-range Parks and Greenways Master Plan which provides a clear vision, goals, and strategies for the parks and recreational corridors system.
- 2) The planning, design, and development of parks will reflect the conservation priorities and recreation needs of the community.
- 3) Collaboratively work with private and forestry landowners to plan, formalize, maintain and, where appropriate, enhance public recreational access to a network of multi-use trails for recreation and tourism purposes.
- 4) The Village will support the implementation of the Rural Comox Valley Parks and Greenways Strategic Plan, 2011-2030 with a specific focus on securing trail corridors on adjacent private forest lands.

8.2.6 PARKS AND GREENWAYS DEDICATION POLICIES

- 1) Consider bylaw variances (including, but not limited to, building height or setbacks) and the use of density bonusing to obtain amenities that include, but are not limited to, cash contributions to Village amenity funds, as a means of balancing the need for increased density to achieve the development objectives of this plan, with the need to maintain and enhance the quality of the public realm, such as through additional park space beyond the minimum five percent dedication.
- 2) As shown on **Map E** work with partners to maintain and expand, as appropriate, a network of conservation focused parks or open spaces to provide core biodiversity habitat areas and protect environmentally sensitive areas, ecosystem function, and landscape connectivity. Conservation focused parks may support passive recreational use and ecotourism as a secondary management objective. Infrastructure and facilities should be limited to those necessary to manage the potential impacts of public use on ecological values.
- 3) Designate new, and maintain existing, recreation focused parks in support of recreation objectives established in the OCP and community needs.
- 4) Retain a variety of open spaces ranging from natural areas, landscaped buffers, and passive spaces to beautify the Village and provide habitat and passive recreational use.

- 5) The Village will retain public access to public lands, waterways, and shorelines for recreational use (e.g., Comox Lake).

8.2.7 PARKS AND GREENWAYS USE POLICIES

- 1) In accordance with the park classification and priorities as shown on **Map J**, and as appropriate, parks may:
 - a. Support nature, adventure, and heritage, and ecotourism development
 - b. Accommodate festivals, celebrations, and other special events that will not damage environmental values, ecosystem services or the enjoyment of the park by others
 - c. Provide opportunities to enhance play through natural playgrounds
 - d. Consider the inclusion of community gardens
 - e. Support public art
- 2) Developers will be encouraged to provide integrated stormwater management facilities as Parks and Greenways dedication beyond the five percent minimum requirement at the time of subdivision. Incorporation of stormwater management facilities into the required five percent Parks and Greenways dedication will not be permitted.

8.2.8 PARKS AND GREENWAYS MANAGEMENT POLICIES

- 1) Parks and open spaces will be managed in accordance with their classification as defined in the current Parks and Greenways Master Plan, as amended from time to time.
- 2) Recreational use of parks and open space will be actively managed to mitigate environmental impacts, impacts to recreation features, conflicts between users, and conflicts with adjacent users.
- 3) The Village will support and encourage community involvement and participation in the management and stewardship of parks and open spaces.

8.2.9 UNIVERSAL DESIGN POLICIES

- 1) Public spaces, facilities, services and places of employment shall be accessible to people of all abilities.
- 2) The Village will encourage business partners, governments, and employers on public and private lands to improve the physical accessibility of their property and facilities.
- 3) Provide adequate designated parking for people with disabilities.

8.2.10 AGE IN PLACE POLICIES

- 1) All development applications and new Village infrastructure developments or upgrades should consider the needs of seniors and, where appropriate, incorporate design features to improve their friendliness to seniors.
- 2) Where feasible, Village sidewalks, roads, public places, and facilities should be safe and accessible to seniors.
- 3) Through partnerships, the Village will encourage public transportation services to reach key destinations needed by seniors.

Support the development of assisted living options within the health care framework of the Village.

D IMPLEMENTATION



9.0 IMPLEMENTATION

In order for Village Council to enable implementation of Plan policies, appropriate actions to help realize the Plan Goals and Objectives must be initiated. The implementation of policies cannot be expected at once but may take place over time depending upon the type of policy under consideration. The purpose of this section is to outline the strategies set out to enable the Plan Goals and Objectives, as well as providing tangible methods to engage the community and monitor success over the Plan period. These implementation strategies will also form a basis for the Village to formulate and adopt an applicable financing strategy.

9.1 COMMUNITY ENGAGEMENT

9.1.1 OVERVIEW

Engagement and participation in community planning and decision making is essential for the entire community. Residents expect meaningful, transparent planning and decision making processes where interested parties have a genuine ability to influence decisions. In recognition of the community's expectation to be involved in shaping Cumberland's future, the following policies provide direction for community engagement within the Village.

9.1.2 COMMUNITY ENGAGEMENT OBJECTIVES

- 1) Inspire and promote meaningful community engagement and involvement in planning and decision making processes.
- 2) Engage K'ómoks First Nations on a government to government basis in community planning and decision making.
- 3) Maintain frequent, convenient, and accessible communications throughout all community planning and decision making processes in accordance with statutory requirements.

9.1.3 COMMUNITY ENGAGEMENT POLICIES

- 1) Input will be sought from residents and stakeholders on how they can be best engaged in planning and decision making.
- 2) Accessible, convenient, and transparent engagement tactics and processes will be used to inspire engagement by all interested residents and stakeholders including those who may not normally express their views.
- 3) Residents will be engaged at an early stage in community planning and decision making.
- 4) Provide accurate, adequate, timely, and objective information to enable residents to meaningfully engage in community planning and decision making.
- 5) Input provided by residents should meaningfully influence community planning and decision making.
- 6) Developers, businesses, and other community organizations will be encouraged to communicate early and often with the community, on proposed developments and land use changes.

- 7) Acknowledge K'ómoks First Nations' right to assume their place at appropriate levels of decision making, and ensure that such recognition is afforded to First Nations at the earliest possible stages of the planning process.

9.2 ADVISORY PLANNING COMMISSION

9.2.1 OVERVIEW

An Advisory Planning Commission (APC) provides an invaluable resource to ensure the intent of the OCP is maintained and the parties involved remain accountable. APC's are advisory in nature and as such, they do not have any direct approval, ownership, or authority over matters that are referred to it.

9.2.2 ADVISORY PLANNING COMMISSION OBJECTIVES

- 1) To build the capacity of local residents to advise on Village land use and community planning matters.
- 2) That all citizens have the opportunity to participate in civic affairs.

9.2.3 ADVISORY PLANNING COMMISSION POLICIES

- 1) Pursuant to Section 898 (1) of the *Local Government Act*, the Village will work with the community to establish an APC.
- 2) The role of the Advisory Planning Commission is to advise Council on matters referred to the Commission which includes:
 - a. Land Use
 - b. Community Planning
 - c. Proposed bylaws and permits as referred by Council
- 3) Council may, at its discretion, expand the mandate and role of the APC to include advice on architectural, urban, and landscape design matters.
- 4) All members shall be residents of the Village and represent a variety of community interests.

9.3 MONITORING THE PLAN

9.3.1 OVERVIEW

Monitoring and evaluation will have an important role to play in providing feedback and information on the performance of policies within the OCP. It will determine how well policies are working and whether any appropriate policy adjustments are needed. In the context of the Regional Growth Strategy and the Comox Valley Sustainability Strategy, monitoring will have an added importance in providing information on whether sustainability aims and objectives are being achieved. Monitoring provides information on the performance of policy, the delivery of development, and impacts on the environment. Monitoring will help the Village to assess whether the Plan remains valid or whether adjustments need to be made in order to meet the Plan's objectives.

9.3.2 MONITORING THE PLAN OBJECTIVES

- 1) Monitor the OCP annually to verify that its objectives are being met.

- 2) Enable resources and capacity to annually monitor and report on actions outlined in the Plan.
- 3) Report annually on progress on implementing the Plan and related bylaws, including objectives met, exceptions to Plan goals, and areas of focus and improvement for the upcoming year.
- 4) After five years, prepare a Comprehensive Report on progress for all objectives and actions in the Plan.

9.3.3 MONITORING THE PLAN POLICIES

- 1) Council will identify priorities for actions to be undertaken based on current community and Village Staff resources and capacity.

9.4 IMPLEMENTATION CONSIDERATIONS

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The OCP is a long-term planning document. In some instances existing zoning will be carried forward at the time a comprehensive new Zoning Bylaw is adopted: this is intended to respect existing businesses and industry, and acknowledge that full implementation of OCP designations and policies may await comprehensive re-development proposals by the owners, however existing businesses and industries are required to comply with applicable Development Permit designations. As such, it promotes a vision and puts in place policies that work toward achieving that vision. The policies and guidelines in the OCP are not to be interpreted as an approval for a use on a specific site as the policies do not address the specific situation or condition of each site within the Plan area. In that regard, no representation is made herein that any particular site is suitable for a particular use as site conditions or constraints, including environmental contamination, should be assessed on a case by case basis as part of an application for land use, subdivision, or Development Permit approval.

The OCP implementation priorities are highlighted in the following table.

Table 8: Implementation Priorities

Action	Reference	Type of Action
Community-wide climate change action planning. Seek funding for a Community Energy and Emissions Plan (CEEP) outlining clear actions and targets to be achieved.	Section 7.3	Management
Promote the Village as a centre of excellence for environmentally-friendly and innovative businesses and industries.	Section 6.1 and 7.3	Management
Bylaw and policy review to align with the new OCP, including comprehensive review of zoning and subdivision bylaws, development approval information, development cost charges, and engineering standards.	Section 1	Regulatory
Evaluate and review policies related to variances, density bonusing and amenity contributions.	Section 8.1	Management

9.5 SUPPORTING BYLAWS

To fully implement certain aspects of the Plan, it is acknowledged that amendments to the Zoning Bylaw will be required. During this interim period, the Zoning Bylaw will take precedent in the event of any discrepancies. However, the OCP will be a material consideration for all future redevelopment within the Plan area. Any land use rezoning applications will occur on a site by site basis. Any application to rezone parcels should conform to the Future Land Use map as identified in the OCP (**Map A**).

9.5.1 TRANSITION PROVISIONS

The previous Official Community Plan No. 786, 2004 contained both Comprehensive Planning Areas (CPA's) and Development Permit Areas (DPA's). A new set of DPA's and a Heritage Conservation Area (HCA) are now in effect through the adoption of this Bylaw that replaces previous OCP designations. To retain the consistency of references contained in other regulatory Bylaws of the Village, references to previous OCP Bylaw No. 786, 2004 CPAs, and DPAs will transition as outlined in Table 9 below:

Table 9: Transition Provisions for New DPAs and HCAs

OCP Bylaw No. 786, 2004 Designation	Transition	Current OCP Designation(s)
Environmental Resource CPA	<i>to</i>	DPA 1 Environmentally Sensitive Areas
Residential CPA	<i>to</i>	DPA 6 Residential Infill DPA 7 Residential Multi-Family DPA 11 Interchange Lands
Commercial CPA	<i>to</i>	HCA No. 1 Historic Village Commercial Core DPA 8 Commercial DPA 11 Interchange Lands
Commercial Mixed Use CPA	<i>to</i>	DPA 8 Commercial DPA 7 Mixed Land Use DPA 11 Interchange Lands
Industrial CPA	<i>to</i>	DPA 8 Industrial DPA 11 Interchange Lands
Residential/Mixed Use CPA (Trilogy/Highway Interchange)	<i>to</i>	DPA 11 Interchange Lands
Residential Mixed Use CPA (Coal Valley)	<i>to</i>	DPA 7 Mixed Land Use DPA 7 Multi-Family Residential
DPA 1 Environmentally Sensitive Areas	<i>to</i>	No Change
DPA 2 Industrial Areas	<i>to</i>	DPA 8 Industrial
DPA 3 Multiple Family Areas	<i>to</i>	DPA 6 Residential Infill DPA 7 Residential Multi Family DPA 11 Interchange Lands
DPA 4 Village Revitalization Area	<i>to</i>	HCA-1 Historic Village Commercial Core

Table 9: Transition Provisions for New DPAs and HCAs

OCP Bylaw No. 786, 2004 Designation	Transition	Current OCP Designation(s)
DPA 6 Intensive Residential Areas	to	DPA 10 Intensive Residential – Carlisle Lane

9.6 DEVELOPMENT APPROVAL INFORMATION AREA

For the purposes of Section 920.1 of the *Local Government Act*, an Official Community Plan may require development approval information in relation to Zoning Bylaw amendments, development permits, and temporary commercial or industrial use permits. The Development Approval Information Area shall encompass all lands within Development Permit Area boundaries. In concordance with the Village Development Approval Information Bylaw 809, 2005 and amendments there to, development approval information may be required by the Village to better understand and anticipate the impacts of a proposed activity or development on the community, including without limiting, information regarding impact on such matters as follows:

- 1) The impact of the proposed development on the natural environment such as adjacent riparian and wetland areas, vegetation, soils and erosion, geotechnical characteristics, topographical features, ecosystems and biological diversity, fish and wildlife habitat, environmentally sensitive features, and rare or endangered plant or animal species.
- 2) The impact of the proposed development on groundwater quantity and quality; surface water generated by the proposed development; and the options for collection, storage, reuse and dispersal of such drainage.
- 3) The aesthetic values of the proposed development such as visual character, integration with public areas and the natural environment, lighting, noise, and odour.
- 4) The impact of the proposed development on traffic volumes and roads, including the ability to provide safe and effective access to both the development as a whole and to individual dwellings/buildings within development.
- 5) How the proposed development impacts and buffers adjacent uses.
- 6) The ability of the proposed development to provide on-site water and sewage disposal, or to connect to community services, if available. When applicable, developments should meet Vancouver Island Health Authority requirements pertaining to the subdivision of land, construction of sewerage systems and the construction of water supply systems.
- 7) Energy efficiency and emissions reduction.
- 8) Water efficiency and usage reduction.

9.7 HERITAGE CONSERVATION AREA

The designation of a Heritage Conservation Area within the OCP shall be in compliance to Part 27 of the LGA and appropriate sections contained therein.

9.8 TEMPORARY USE PERMITS

The issuance of temporary use permits can be considered in all Official Community Plan designations within limits of the Village boundaries.

A temporary use permit (TUP) is a tool to allow a short-term commercial or industrial use that does not comply with the Zoning Bylaw and may be utilized where a condition prevails that warrants such a use for a short period of time, but does not warrant a change of land use designation or zoning of the land. The Objective of TUP's are to:

- 1) Avoid conflicts between different types of uses (i.e., residential, commercial and industrial).
- 2) Provide for temporary approval of transitional uses, or uses where uncertainty exists.
- 3) Respecting appropriateness or viability of the use, and where it is premature to decide upon rezoning and long-term land use rights.
- 4) Ensure that temporary use permits are not considered a substitute for a rezoning application.

In addition to development procedures requirements, temporary use permits will be considered against the following criteria:

- 5) The use must be clearly temporary or seasonal in nature.
- 6) Compatibility of the proposal with adjacent uses.
- 7) Impact of the proposed use on the natural environment, including groundwater, wildlife, and all environmentally sensitive areas, and the proposed remedial measures to mitigate any damage to the natural environment as a result of the temporary use.
- 8) Intensity of the proposed use.
- 9) Inability to conduct the proposed use on land elsewhere in the community.
- 10) Must be reviewed and approved by the Ministry of Transportation and Infrastructure (MOTI) with respect to access to and effect on Provincial highways.

9.9 SEVERABILITY

If any section, subsection, paragraph, schedule, figure or map (or part thereof) forming part of this Bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction, the section, subsection, paragraph, schedule, figure or map (or part thereof) may be severed from the Bylaw without affecting the validity of the Bylaw or any portions of the Bylaw or remaining sections, subsections, paragraphs, schedules, figures or maps (or part thereof).

9.10 AMENDMENT PROCESS

There may be certain situations where there is a need for a site- or policy-specific OCP amendment such as the adoption of a local area, neighbourhood, or comprehensive development plan. Such amendments must not conflict with the broad plan policy, but bring added provisions or clarifications for specific areas or topics. When an owner initiated Official Community Plan amendment is considered by Council, the following shall be considered as part of the decision:

- 1) Is there a high level of support in the community for the proposed use?
- 2) Has the proponent demonstrated clearly that there is a need for the use in the community, given population predictions, available properties in the Village and suitability of the subject lands for the proposed use?
- 3) Is the proposed use compatible with adjacent uses?
- 4) What are the implications for public infrastructure, including roads, water, sewer, parks, and public facilities?
- 5) Does the proposal incorporate innovative or efficient technology into the design?
- 6) Are there public amenities being proposed as part of the development?
- 7) Does the proposal enhance the natural environment or ecological systems of the site or surrounding area?

9.11 FISCAL PROCESS

Implementation of this Plan will require adjustments to elements of the Village's financing approach and to align with the vision, goals and objectives of this Plan.

The Village should review and adjust capital expenditure planning, in keeping with internal policies that establish a principled approach to the adoption and use of various revenue sources. In particular, the Village may prioritize implementation items (as noted in Table 8). Other longer term items may include but not be limited to:

- 1) The Development Cost Charge Bylaw
- 2) Integrated Transportation Master Plan
- 3) Infrastructure renewal priorities
- 4) Visual resource inventory
- 5) Small Plot Intensive Commercial Agriculture Bylaw

10.0 DEVELOPMENT PERMIT AREAS

Development Permit Areas are established to guide property owners and to assist the Village in addressing particular development issues by providing development guidelines. As well, they are intended to provide the residents of the Village with a degree of certainty that concerns regarding development, expressed during the Plan development process, will be adequately addressed.

Development Permit Areas (DPA) are designated under s.919.1 (1) of the *Local Government Act* (LGA). There are specific designations in the LGA as follows:

- 1) Protection of the natural environment, its ecosystems, and biological diversity
- 2) Protection of development from hazardous conditions
- 3) Protection of farming
- 4) Revitalization of an area in which a commercial use is permitted
- 5) Establishment of objectives for the form and character of intensive residential development
- 6) Establishment of objectives for the form and character of commercial, industrial or multi-family residential development
- 7) In relation to an area in a resort region, establishment of objectives for the form and character of development in the resort region
- 8) Establishment of objectives to promote energy conservation
- 9) Establishment of objectives to promote water conservation
- 10) Establishment of objectives to promote the reduction of greenhouse gas emissions

A Development Permit Application will be required prior to undertaking works related to the construction, alteration or subdivision of lands within identified DPAs, as per LGA s.920(1), unless exempt as described in the individual DPA descriptions.

A development permit issued is to be in accordance with the stated guidelines. All of the respective guidelines may not be applicable in every permit; however, in situations where a guideline is not appropriate to the particular circumstances, Council may deem the guideline to be not applicable. Council may also issue a development permit that varies or supplements regulations, including of the Subdivision or Zoning Bylaw.

Use of the word “should” in a guideline does not indicate that compliance is at the option of the applicant. Rather, that compliance to the guideline will be required as a condition of issuance of a development permit, unless Council determines there are bona fide reasons why the guideline should not be applied to its fullest extent. Use of the term “encourage” indicates that compliance with a guideline may, at the discretion of the Council, be required as a condition of the issuance of the development permit.

DPA designations are mapped on Maps “C, E, F, G, and H” of this Bylaw. The following Development Permit Areas have been established for the Village:

- DPA 1 Environmental Protection
- DPA 2 Groundwater Protection
- DPA 3 Farmland Protection
- DPA 4 Wildfire Urban Interface
- DPA 5 Industrial
- DPA 6 Residential Infill
- DPA 7 Residential Multi-family
- DPA 8 Mixed Land Use
- DPA 9 Commercial
- DPA 10 Intensive Residential—Carlisle Lane
- DPA 11 Interchange Lands

DPA 1 - ENVIRONMENTAL PROTECTION

10.1.1 JUSTIFICATION

This development permit area is designated pursuant to LGA s.919.1 (1) (a). The Village boundaries have significant natural areas that support important plants and animal habitat and that sustain human health and social well-being. Some of these areas have been identified by various agencies in the form of inventories. This Development Permit Area is intended for the protection, conservation, and restoration of sensitive ecosystems that are fragile remnants of specialized ecosystems with high biodiversity. They are generally classified as herbaceous terrestrial areas, older forest, sparsely vegetated areas, wetlands, riparian areas, and woodlands. These ecosystems are sensitive to development due to their potential vulnerability and rarity. Sensitive ecosystems were identified using the Sensitive Ecosystems Inventory (current version) produced by the Provincial and Federal governments, as referenced by the Comox Valley Conservation Strategy. The existing inventory may not identify all sensitive areas, and evaluation for development may require further inventory by a qualified biologist. Subsequently this Development Permit Area incorporates biodiversity, terrestrial, watercourse, and riparian ecological protection requirements.

These areas are necessary to conserve and enhance ecosystem services, to sustain quality of life in the community, and to maintain and restore habitat connectivity for species movement. Habitat connectivity can occur in the following forms²⁴ illustrated in Figure 11 below:

- a. **Core Areas**—Sensitive terrestrial and aquatic ecosystems, critical habitats and large forested areas that may be protected as parks or reserves.
- b. **Linear corridors**—The land and water habitat corridors that link core areas. They can include intact and restored areas and some areas under human area, such as forestry and agriculture.

²⁴ *Nature without Borders*—2nd Edition, April 2013 p. 18. Reference to International Union for Conservation of Nature (IUCN) (July 23 2007). “Connectivity Conservation: International Experience in Planning, Establishment and Management of Biodiversity Corridors” (Background Paper).

- c. **Stepping stones**—Smaller patches of habitat that are linked to allow wildlife movement for shelter, feeding and resting within a landscape in which other activities (such as agriculture and forestry activities) are taking place.
- d. **Buffer areas**—Zones of transition that protect core areas from adjacent uses
- e. **Landscape Corridor**—A corridor of contiguous natural cover that allows movement between core habitat and protected areas (IUCN, Connectivity Conservation: Experience in Planning, Establishment and Management of Biodiversity Corridors, 2004).
- f. **Sustainable Use Areas**—Lands designated for human settlement and use. They can be established outside of corridors as well as within both buffer and corridor zones.

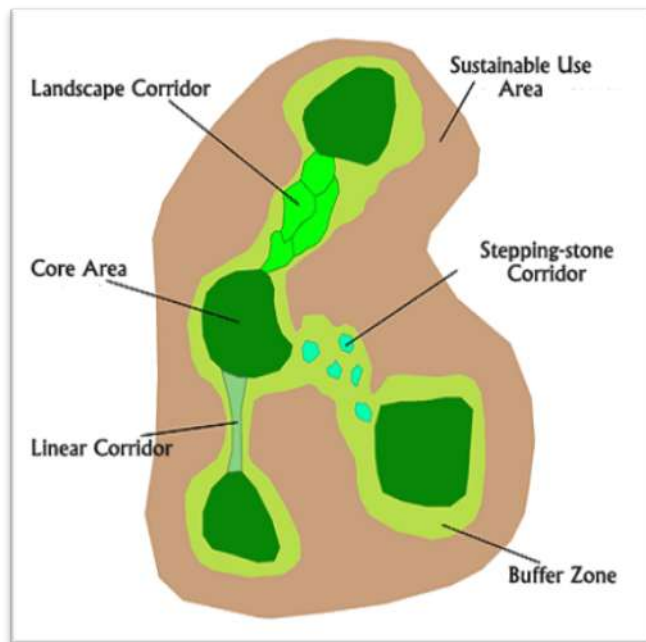


Figure 11: Components of A Natural Areas Network: a mosaic of land uses that can support biodiversity maintenance²⁵

The primary function of the Environmental Protection Development Permit Area designation is to ensure that natural resources are protected, connectivity restored and maintained, and development impacts mitigated, including by allowing decision makers to have the ability to secure the necessary information and be able to place conditions on development.

This DPA supports the goals, objectives and policies of this OCP, including, but not limited to, the following relevant sections of the OCP:

- a. Growth Management (Section 5.0)
- b. Economic Development (Section 6.0)
- c. Tourism (Section 6.0)
- d. Environmental Preservation (Section 7.0)
- e. Views and Landscape Character (Section 7.0)
- f. Climate Change and Adaptability (Section 7.0)
- g. Recreation, Leisure and Parks (Section 8.0)

This DPA provides the opportunity to create a network of habitat and natural areas through the identification of designated areas building on the concepts described above and illustrated in Figure 11.

²⁵ Original Image from the Biodiversity Conservation Corridor Initiative in International Union for Conservation of Nature (IUCN) (July 23 2007). Connectivity Conservation: International Experience in Planning, Establishment and Management of Biodiversity Corridors (Background Paper), pp. 3.

10.1.2 CATEGORY

- 1) Section 919.1(1) (a) of the *Local Government Act* for the protection of the natural environment, its ecosystems and biological diversity.

10.1.3 DESIGNATED AREAS

DPA 1 is comprised of the environmentally sensitive areas (ESAs) shown on **Map E** including: areas identified by the 2004 provincial Sensitive Ecosystems Inventory; areas delineated by Comox Valley Project Watershed Society in 2013 based on the SHIM Land Cover Classification System; as well as individual properties that contain identified environmentally sensitive areas and features. The development permit establishes development zones (“development” is defined below) within or including these areas.

- 1) For this DPA, “development” includes any of the following:
 - a. Removal, alteration, disruption, or destruction of vegetation
 - b. Disturbance of gravel, sand, soils, and/or peat
 - c. Deposition of gravel, sand, soils, and/or peat and soil or other fill
 - d. Construction, erection, or alteration of buildings and structures
 - e. Creation of non-structural impervious or semi-pervious surfaces
 - f. Flood protection works
 - g. Preparation for or construction of roads, trails, docks, wharves, and bridges
 - h. Provision and maintenance of sewer and water services
 - i. Development of drainage systems
 - j. Development of utility corridors
 - k. Blasting
- 2) The Environmental Protection Development Permit Area (DPA 1) includes the following denoted areas on **Map E**, that are comprised of :
 - a. Terrestrial Ecosystems
 - b. Aquatic Ecosystems
 - c. Connectivity Areas
- 3) These areas are comprised of the following characteristics:
 - a. Rare and important ecosystems identified by the 2004 provincial Sensitive Ecosystems Inventory including: terrestrial herbaceous (rocky outcrops), older forest, older second growth forest, sparsely vegetated (cliffs and bluffs), wetland, riparian, and woodland
 - b. Sensitive Habitat Inventory Mapping (SHIM) Land Cover Classes including wetland, coniferous, broadleaf and mixed forest, shrub, herb/grasses, and exposed soil
 - c. Watercourses and lakes within 30.0metres of the natural boundary of above listed terrestrial areas; within 30.0metres from the natural boundary of watercourses, wetlands, and lakes; and within 30.0metres from the top of the bank of a watercourse where a bank is within 15.0metres of the natural boundary of the watercourse

- 4) For this DPA, the following definitions are used:
 - a. “Terrestrial Ecosystem Area” means:
 - i. Those ecosystems—a community of plants, animals, and microorganisms that are linked by energy and nutrient flows and that interact with each other and with the physical environment—that are land-based
 - b. “Aquatic Ecosystem Area” means:
 - i. Those natural systems that are either permanently or periodically under water. Water may be running, as in a river or stream (lotic environments) or still, as in lakes and wetlands (lentic environments)
 - c. “Connectivity Area” means:
 - i. The area between Terrestrial and Aquatic Ecosystems Areas, that can be developed for sustainable human use in a manner that demonstrates stewardship through the protection, remediation and enhancement of:
 - .1 Connectivity for habit and wildlife life in the area, as well as surrounding sensitive environmental areas
 - .2 Overlays and implements through best practice planning, design, and management the integration of passive or active outdoor recreation, forestry, and agriculture
- 5) For the purpose of meeting the objectives and policies of Environmental Protection, Terrestrial and Aquatic Ecosystem Areas shall contain:
 - a. Restricted development zones: restricted development areas that are in place to protect core habitats including sensitive terrestrial and aquatic ecosystems
 - b. Buffer zones: areas that buffer restricted development zones from land use impacts that may otherwise compromise their natural function. Buffer zones create a transition from core habitats to other land uses

10.1.4 EXEMPTIONS

- 1) A Development Permit is not required for this DPA in the following circumstances:
 - a. Projects undertaken by Senior Levels of Government requiring permits and licenses pursuant to:
 - i. *Farm Practices Protection (Right to Farm) Act*, and subsequent legislation not subject under the LGA
 - ii. *BC Assessment Act*
 - iii. *Forest Act*, and subsequent legislation not subject under the LGA
 - iv. *Private Managed Forest Land Act*, and subsequent legislation not subject under the LGA
 - v. *Mines Act*, and subsequent legislation not subject under the LGA
 - vi. Hydroelectric Facilities undertaken by the Province
 - b. Ecological restoration and enhancement projects or other projects undertaken or approved by the Ministry of Environment (waterflow), Ministry of Forest Lands and Resource Operations (fish and wildlife), or Fisheries and Oceans Canada

- c. Public Infrastructure and service undertaken or authorized by the Village or their agents, and where such necessary works have been approved by a Senior Level of Government
- d. Emergency responses or works required by the Village, Provincial Emergency Program or the Comox Valley Regional District to prevent or control forest fire, flooding, or erosion emergencies
- e. Slope stabilization work that is prescribed by a Professional Engineer or Geoscientist or other appropriate professional approved by the Village; and where no long-term damage to natural features is predicted as a result of the work; and that is approved by the Fisheries and Oceans Canada
- f. Removal of noxious weeds, as identified in the BC Weed Control Regulation and known invasive species, provided that measures are taken to prevent soil or debris being discharged into the watercourse; and subject to immediate replanting with native vegetation suitable to local conditions
- g. For the removal of a tree that is deemed an imminent hazard to the safety of life or buildings, as determined by an Arborist certified by the International Society of Arboriculture (ISA), via a tree assessment report provided to the Village at the property owner's expense. Such removal shall be in accordance with the Riparian Areas Regulation, *Water Act*, *Wildlife Act* and the *Canada Fisheries Act*
- h. Maintenance of existing gardens, landscaping, and agriculture; or new gardens that adhere to the principles of *Naturescape BC* and do not damage existing native vegetation
- i. The placement of impermanent structures such as benches, tables, and ornaments
- j. Construction of replacement buildings where there is less than 10.0square metres increase in the building footprint, and which do not damage existing native vegetation provided that the building is not located in a SPEA or other ESA target buffer distance, where these boundaries have been delineated and providing that no native trees are removed and providing that construction of the building follows Best Management Practices for Erosion and Sediment Control.
- k. Reconstruction, addition, or repair of a structure on its existing building footprint
- l. For the maintenance of existing trails or pathways, as designated and approved by the Village, in accordance with recognized Canadian or US current best practices in trail and pathway maintenance practices for environmentally sensitive areas
- m. Paths (which are less than 1.0metre in width) and fencing which do not result in the removal of native vegetation or disruption of wildlife. Any fencing should be designed according to the guidelines described in "A Landowners Guide to Wildlife Friendly Fences: How to Build Fence with Wildlife in Mind" Montana Fish Wildlife and Parks
- n. Where a covenant exists to protect the natural environment, which meets or exceeds current Environmental Protection DPA requirements, is registered against the title, under Section 219 of the *Land Title Act* in priority to financial encumbrances and with indemnity of the Village
- o. Construction of a Village approved trail within a buffer zone provided trail design and construction meets Village standards

- p. Restoration or enhancement of a buffer zone as directed by a qualified environmental professional, particularly where a buffer zone may have already been impacted by previous development activities
- q. Where, upon inspection of the site and as verified in a report by a Registered Professional Biologist and where the sufficiency of the report is to the satisfaction of the Chief Administrative Officer, the actual location of the aquatic/terrestrial ecosystem (including within 30.0metres of the natural boundary of terrestrial areas and within 30.0metres from the natural boundary of a watercourse, wetland or lake, and within 30.0metres from the top of the bank of a watercourse where a bank is within 15.0metres of the natural boundary of the watercourse) is not located upon the subject property
- r. Public infrastructure works undertaken by the Village or their agents, and where such necessary works have been approved by senior government agencies
- s. The environmentally sensitive removal of trees and shrubs designated as hazardous, by a professional forester registered in British Columbia, in accordance with provincial “FireSmart” standards in a Wildfire Urban Interface report
- t. The environmentally sensitive removal of trees and shrubs designated as host trees by the Sterile Insect Release Program as indicated in a report by an arborist certified in British Columbia and experienced in standard agricultural practices
- u. The activity is conducted under direction of the Provincial Emergency Program

10.1.5 GUIDELINES—GENERAL REQUIREMENTS

- 1) Before any land clearing takes place, and before development design begins, an application for a development permit requires a biological site inventory (bio-inventory) according to the procedures described in Develop with Care 2012—Environmental Guidelines for Urban and Rural Land Development in British Columbia, Appendix B and amendments thereto, prepared by the Ministry of Forest Lands and Natural Resource Operations.
- 2) The bio-inventory should be prepared by a qualified professional biologist together with other professionals of different and relevant expertise, as the project warrants. If wetlands and riparian areas exist within the development area, hydrologists and hydro-geologists should be consulted to ensure the proper hydrological function is maintained within these ecosystems. A professional geoscientist should be consulted if there is erosion potential or slope instability. The consultant or team of consultants should have an understanding of wildlife biology—especially for species at risk, geomorphology, environmental assessment, and development planning in British Columbia, specific expertise in the wildlife species, wildlife habitat, and ecosystems of the West Coast region is highly preferred. (Note—There are provisions where undertaking some initial steps to protect the ecosystem may mean that a development permit and professional report will not be required. See Exemptions Section 10.1.4 for the conditions when an Environmental Protection DPA is not required.)
- 3) The bio-inventory shall:
 - a. Be in accordance with Develop with Care 2012: Environmental Guidelines for Urban and Rural Land Development in British Columbia or most current edition, and with reference to Develop with Care 2012 - Appendix B : Bio-inventory Terms of Reference.
 - b. Locate the parcel relative to watershed area(s) and describe the hydrological features of the parcel—including water shedding, collecting and conveyance areas

- c. Examine the natural environmental features within the parcel—including rare and threatened plant communities, endangered species listed under the *Provincial Wildlife Act* and the *Federal Species At Risk Act* (SARA) and any identified critical habitats for those species, and other important habitat features
 - d. Provide a description and map(s) showing the boundaries of Environmentally Sensitive Areas—including 30.0metres from the natural boundary of terrestrial areas, and 30.0metres from the natural boundary of watercourses, wetlands and lakes, and 30.0metres from the top of the bank of a watercourse, where a bank is within 15.0metres of the natural boundary of the watercourse)
 - e. Determine the restricted development and buffer zones on the parcel through an explanatory, reference or legal survey plan prepared by a BC Land Surveyor that shows these boundaries (refer to Section 4, Table 4.1 Develop With Care for recommended target buffer distances for biodiversity conservation)
 - f. Examine the impact of the proposed development on the soils, vegetation, watercourses, wildlife, and hydrology in all restricted development and buffer zones; and provide development pattern and servicing recommendations to minimize these impacts
 - g. Examine pre-development water quality and quantity on the site and provide mitigation and enhancement strategies to maintain pre development water quality and quantity for the restricted development zones and buffer areas
 - h. Examine the impact of the proposed development on the larger watershed area(s) including watercourses, habitat connectivity, water quality and quantity upstream and downstream, and possible cumulative hydrological impacts that may result; and provide development pattern and servicing recommendations to minimize them
 - i. Recommend appropriate timing of works associated with development in order to minimize impacts to wildlife during migration, breeding, birthing, and rearing seasons
- 4) The detailed bio-inventory is used to create the site plan. The site plan and development design must include:
- a. Detailed drawings or plans clearly describing the proposed structures and the materials and type of construction to be employed, including a cross section of the proposed structure and its layout on the ground
 - b. A detailed description of existing structures near the proposed structure or area of work
 - c. A detailed drawing or plan clearly describing any area of the removal of rock, gravel, or soil
 - d. The reason and purpose of the work
 - e. The name of the contractor, if any, who will do the work
 - f. Time required for completion in calendar days
 - g. Any further information required by the Village to ensure compliance with this bylaw, including construction design or structural details of any part of the proposed works
 - h. A description of how environmental protection DPA requirements will be met, and how any issues identified in the bio-inventory will be mitigated, and how recommended mitigation measures will be achieved

- i. Any replanting prescription for vegetation in disturbed areas that is prescribed by the bio-inventory report
 - j. A copy of any applicable federal and provincial approvals
- 5) As a condition of the development permit and in accordance with the bio-inventory for the project, the Village may require monitoring of the development by a qualified professional such as a professional engineer or biologist.
- 6) Should damage occur to an environmentally sensitive area during development, the Village shall require, at the developer's cost:
 - a. A Professional assessment and report on the damage incurred along with recommended mitigations
 - b. Full mitigation and rehabilitation of the impacted ESA
- 7) Development design must reflect the objectives and guidelines of the "Standards and Best Practices for Instream Works, Land Development Guidelines for the Protection of Aquatic Habitat, Stormwater Management: A Guidebook for British Columbia, Develop with Care Environmental Guidelines for Urban and Rural Land Development in British Columbia (Section 3 - Guidelines for Ecosystems and Species Protection and Section 4), Access Near Aquatic Areas: A Guide to Sensitive Planning, Design and Management and other best management practices guides produced by the provincial government.
- 8) Plan, design, and implement land development and subdivision in a manner that:
 - a. Supports the maintenance and restoration of natural system functions including watercourse hydrology and groundwater recharge
 - b. Preserves natural features including soil, watercourses, groundwater, and native shrubs, groundcover and tree cover
 - c. Maintains connectivity and linkages with adjacent sensitive ecosystems and other habitat areas and minimizes fragmentation
 - d. Protects endangered, threatened, or vulnerable species or plant communities by avoiding disturbance to sites where rare plants are growing and where rare natural plant communities occur
 - e. Maintains critical habitat structures such as old trees, snags, trees with cavities, and ephemeral wetlands
- 9) Retain mature vegetation wherever possible and incorporate it into the design of the project.
- 10) Demonstrate that a diligent effort has been made in site design to:
 - a. Preserve both the natural vegetation and tree cover, or
 - b. Restore historical forest densities and hydrological function
- 11) Prevent disturbance of nesting sites and breeding areas. Animals must have access to the habitat that supports their reproduction in order to ensure future generations.
- 12) Schedule work during times when impacts to wildlife will be minimal, including:
 - a. Outside of known wildlife migration seasons
 - b. Outside of breeding, birthing, and rearing seasons (refer to Section 4 of 2012 Develop with Care Manual for breeding season least risk windows)

- 13) Preserve existing and potential connections to adjacent Terrestrial, Aquatic and Connectivity Areas by maintaining native shrub, groundcover and tree cover between habitats.
- 14) Prevent foreign material from entering into any restricted development areas, including—without limitation—greases, oils, gasoline, sediments, and other contaminants during and after the construction phase of the proposed development.
- 15) Design lighting on developments to provide the minimum necessary for safety purposes and to avoid light intrusion throughout the parcel.
- 16) Any fencing should be designed according to the guidelines described in A Landowners Guide to Wildlife Friendly Fences: How to Build Fence with Wildlife in Mind, Montana Fish Wildlife and Parks.
- 17) Manage rainwater in accordance with the Water Balance Model or the most recent integrated watershed management or rainwater policy and design manual. This includes managing rainwater on site and maintaining pre-development drainage flows.
- 18) Encroachment into the DPA by all development activities **will not exceed** that indicated in the site plan approved in the development permit. All development activities will avoid or minimize disturbance in the DPA beyond the building footprint. This may mean adjusting conventional practices with respect to locating machinery and stockpiles relative to excavations, use of hand labour as opposed to machinery, etc.
- 19) Prior to any development activity, the boundaries of restricted development and buffer zones identified in the bio-inventory will be clearly marked with a bright orange or other highly visible temporary fence with a minimum height of 1.2metres and supported by poles a maximum distance of 2.5metres from one another. This fence will remain in place throughout clearing, site preparation, construction, or any other form of disturbance.
- 20) Ensure that the roots of trees are protected during construction. The roots of mature trees typically extend from 1–3 times the height of the tree from the tree’s trunk and are found within 30.5–38.1centimetres of the soil surface. Damage to these roots (especially in mature trees) can impede the tree’s ability to obtain water and nutrition and can cause it to fall or blow over. Communicate tree protection plans to everyone involved in the project.
- 21) Any trail or pathway development must:
 - a. Minimize the impacts of recreational use on restricted development zones and adjacent natural areas and systems
 - b. Adhere to the Village’s trail and pathway design and construction practices for ESADP Areas
 - c. Be designed to prevent motorized vehicle use to the maximum extent possible
- 22) When establishing watercourse and riparian buffer zones, consider the needs of all species and not just fish. For example, SPEAs established using the Riparian Areas Regulation methodology focus on the needs of salmon and trout and may not adequately protect other species such as amphibians, birds, and small mammals.

10.1.6 SUPPLEMENTAL AREA GUIDELINES

10.1.6.1 Aquatic Ecosystem Areas

- 1) The following requirements apply to all development permit applications in all **aquatic ecosystem areas** (watercourses, wetlands, and riparian areas).

- a. When a site contains or is adjacent to a watercourse where fish are present or fish habitat is provided, the applicant shall, at their expense, retain the services of a registered professional Biologist (RPBio), or other Qualified Environmental Professional (QEP) to prepare an assessment report pursuant to *Riparian Areas Regulation (RAR)*. RAR is only necessary if the proponent plans to develop within 30metres of the high water mark or top of ravine bank of a stream or other waterbody that connects to fish habitat.
 - i. The Village should receive notification from the provincial ministry responsible for the environment that the Department of Fisheries and Oceans and the provincial ministry have been notified of the development proposal and provided with an acceptable copy of an assessment report prepared by a RPBio, or other QEP:
 - ii. Where the assessment report proposes a Harmful Alteration, Disruption or Destruction (HADD) to fish habitat pursuant to Section 35(2) of the *Fisheries Act* (Canada), the development permit shall not be issued unless Fisheries and Oceans Canada subsequently approve the HADD
 - iii. Where the assessment report describes an area designated as Streamside Protection and Enhancement Area (SPEA), the development permit shall not allow any development activities within the SPEA except in accordance with the assessment report
 - iv. The conditions in the *RAR* shall form part of the Development Permit
- b. When a site contains, or is adjacent to, a known watercourse where the presence or absence of fish is unknown:
 - i. All development within the DPA adjacent to those watercourses, not subject to the RAR, shall require an evaluation by a registered professional biologist or other QEP who shall prepare a report assessing the environmental components of the proposal. The measures and recommendations of the registered professional biologist report may form the terms of the development permit
 - ii. The report should generally include the following information:
 - .1 A detailed site plan identifying the environmentally sensitive area within the site, location of existing and proposed buildings and structures, new lot lines, and an assessment of existing natural vegetation
 - .2 The criteria used to define the boundaries of the environmentally sensitive area
 - .3 An inventory of wildlife species and related habitat
 - .4 An impact statement describing effects of proposed development or subdivision on natural conditions or any neighbouring sensitive ecosystem as identified by the best available and most up to date information including the province's Sensitive Ecosystem Inventory and the Comox Valley Regional Districts' Sensitive Habitat Atlas.
 - .5 Guidelines for mitigating habitat degradation including limits of proposed restricted development zone.
- c. For all sites **adjacent** to any Aquatic Ecosystem Area:
 - i. Existing native vegetation and soil should be retained and restored within the riparian assessment area

- ii. Minimum parcel sizes for subdivision parcels, including bare land strata lots, should be met exclusive of the SPEA
- 2) Site Analysis
 - a. All projects proposed should, as a prelude to site planning and design, demonstrate an understanding of the following site conditions:
 - i. Location in one of the eight principal watersheds (First Supply Creek, Morrison Creek, Piercy Creek, Millard Creek, Roy Creek, Maple Lake Creek, Perseverance Creek and Comox Lake) including identification of upstream (or upslope) and downstream (or downslope) land uses and the evaluation of the potential conflicts therein
- 3) Site Planning
 - a. All development proposals should demonstrate that site selection and planning have given consideration to:
 - i. Develop with Care 2012–Environmental Guidelines for Urban and Rural Land Developments in British Columbia and amendments thereto, prepared by the Ministry of Forest Lands and Natural Resource Operations
 - ii. Opportunities and constraints for on-site stormwater management including factors such as natural storage and soil infiltration
 - b. All development proposals shall provide a stormwater management plan that:
 - i. Follows source control (on-site) principles and practices, and minimizes the use of conventional pipe and pond techniques, and avoids direct discharges to streams and other water-bodies
 - ii. Takes advantage of on-site opportunities to recycle water to soil, wetlands, and forests
 - iii. Uses site adaptive principles in facility placement and design, site grading, tree removal, impervious cover, and the scale and types of measures used to capture, direct, and dispose of stormwater
- 4) The Village encourages proposals that offer to register a covenant on the title of the lands. The covenant will be registered before any development, including subdivision, and is intended to protect the aquatic ecosystem and the nearby vegetation and to ensure that it remains in a natural and vegetated state and/or free of development. The covenant will be registered in favour of the Village, other public agencies including the Province, or non-governmental organizations, such as a private land trust committed to the management of watercourses or streamside areas.

- 5) The applicant must provide an erosion and sediment control plan that reflects measures prescribed in the Land Development Guidelines for the Protection of Aquatic Habitat (1992: note Section 3), Stream Stewardship: a Guide for Planners and Developers (1994: note pages 30–34), or other standards or guidelines adopted or approved by the Village. This plan will form part of the development permit.
- 6) As a general rule, clearing of land, grubbing, grading, and other activities that expose expanses of soil will be completed during the dry months of the year, usually June through September.
- 7) Sediment containment and erosion control measures will be installed prior to any development activity.
- 8) Development will be avoided on slopes greater than 30 percent (approximately 7°) due to the high risk of erosion and bank slippage.
- 9) Existing trees and vegetation within the Aquatic Ecosystem Areas will not be disturbed except where allowed under the development permit.
- 10) To ensure their long-term health, all existing trees that are to be retained will be clearly marked prior to development, and temporary fencing will be installed at the drip line to protect them during clearing, grading, and other development activities.
- 11) The following are allowed within Aquatic Ecosystem Areas buffer zones:
 - a. Pruning or removal of trees deemed hazardous by a registered professional arborist, while retaining wildlife trees and snags (dead, upright trees, or stumps) if safe
 - b. Pruning of undergrowth within 1.0metre of existing or proposed public trails to avoid injury to users, but no disturbance of vegetation within 3.0metres of the natural boundary of the watercourse
 - c. Supplementing existing vegetation with planted stock as needed to landscape bare or thin areas
- 12) Replanting of disturbed areas or the supplementing of existing vegetation with planted stock in thin or bare areas of a buffer zone will be required in accordance with the following:
 - a. Replanting will use trees, shrubs, and ground cover native to the area and selected to suit soil, light, and groundwater conditions of the site and to promote habitat or erosion control functions as necessary
 - b. Individual trees will be replaced based on the recommendations of environmental reports
 - c. Species native to the area should be used in the restoration area. If needed, trees should be placed to enhance bank stability and provide cover to a watercourse
 - d. A shrub layer will be provided for a minimum of 33 percent of the restoration area; shrubs will be planted at an average density of 1.0metre apart and a minimum #2 pot size at time of planting
 - e. Groundcover may be substituted for shrubs; if used, groundcover will consist of brush layers or planted groundcover species at a maximum average spacing of 0.5metres with plants of minimum 10.0centimetre pot size at time of planting
 - f. For wooded areas, clearing should not exceed 10 percent of the Aquatic Ecosystem Area, should be confined to the outer portions of the Aquatic Ecosystem Area, and must

not be on slopes greater than 50 percent (27%). The same replacement ratio, average tree density, and site features as in the previous Guideline apply

- g. Areas not covered by trees, shrubs, or groundcover will be seeded with native herbaceous plants, grasses, or legumes
 - h. All vegetation will be protected from intrusion by motor vehicles with a curb or other suitable protective barrier if roads, driveways, or parking areas abut the buffer zone
 - i. All planted stock will be maintained for a minimum of two years; within that time, any unsuccessful stock will be replaced at the owner's expense
- 13) To replace portions of an Aquatic Ecosystem Area buffer zone that are permanently removed, remaining portions may be enhanced by re-vegetating bare or thin areas, or by widening the buffer zone in other portions of the site not affected by the development.
 - 14) Fencing to restrict access of livestock to Aquatic Ecosystem Areas will be installed where needed. Any fencing should be designed according to the guidelines described in [A Landowners Guide to Wildlife Friendly Fences: How to Build Fence with Wildlife in Mind](#), Montana Fish Wildlife and Parks.
 - 15) Land development activities must be planned, designed, and implemented in a manner that does not disturb or fragment wetland ecosystems including:
 - a. Wetland vegetation and structure
 - b. Rare or uncommon animals, wetland plants, or plant communities
 - c. Wildlife habitats such as breeding and nesting sites
 - d. Soils and soil conditions

10.1.6.2 Terrestrial Ecosystem Areas

- 1) The following requirements apply to all development permit applications in all **terrestrial ecosystem areas**.
- 2) Settlement, construction, land disturbance, and other development within or directly adjacent to Terrestrial Ecosystem Areas will be discouraged.
- 3) When development is considered in terrestrial ecosystem areas, the Village may use the following methods to prevent or minimize encroachment:
 - a. Bare land strata to allow flexibility in conserving the feature or area
 - b. Bonus density transfer, or density averaging, to the developable portion of the site
 - c. Variances to conditions other than use or density (such as front and/or rear-yard setbacks, increasing the maximum site coverage of buildings provided that density is not increased, increasing the maximum building height, reducing parking space requirements) and/or
 - d. Voluntary stewardship such as covenants, contracts, leases, or trusts to protect the feature or area
- 4) Except where ecosystems are characterized by isolated trees (e.g., terrestrial herbaceous ecosystems), conserve groups of trees along with their associated understories rather than isolating individual specimens. Groups of trees form a larger intact ecosystem and are more likely to maintain the important characteristics of the ecosystem over time than a few scattered trees.

- 5) Development must not either increase or decrease the amount of surface and/or groundwater or affect the quality of water available:
 - a. Within the restricted development zone, or
 - b. Within the buffer zone, other than development expressly permitted by the development permit within the buffer zone
- 6) Conserve snags and standing dead trees where safe to do so. Soft decaying wood is a valuable home and food source for many birds and animals. For some species, it is essential. Standing dead trees are typically topped to within 6.0metres of the ground in an area that is safe, should it eventually fall. Locate buildings, roads, construction, and other development away from existing large, old trees and snags. Artificial snags can be located in safe areas to help improve habitat.
- 7) Prevent disturbance of nesting sites and breeding areas. It is important that animals have the habitat that supports their reproduction and so ensures future generations.
- 8) Restore native vegetation where it has been disturbed. The Village encourages applications that restore and enhance disturbed sensitive ecosystems to natural conditions.
- 9) Within a restricted development zone:
 - a. Trees and vegetation must not be cut, pruned, altered, removed, or damaged in any way other than minor damage incidental to the construction of the barrier described in the Guidelines of this section
 - b. Plant only native vegetation species compatible with the terrestrial ecosystem area
- 10) Within a buffer area:
 - a. The disturbance and removal of native vegetation must be avoided
 - b. The alteration of land or the construction of structures approved through a development permit will be limited to those that are compatible with the characteristics of the terrestrial ecosystem area
 - c. Upon development approval, driveways and parking areas must be constructed using pervious surfacing materials
 - d. Soil deposits must be limited in order to be compatible with the characteristics of the non-disturbance area
 - e. Grazing by livestock must be prevented using wildlife friendly fencing
 - f. Invasive vegetation and as presented on the Coastal Invasive Plant Committee Priority Listing, must not be planted

10.1.6.3 Connectivity Areas

- 1) The following requirements apply to all development permit applications in all Connectivity Areas.
 - a. Locate development within the parcel where it will cause the least impact to natural habitat and the movement of native fauna between adjacent areas
 - b. New road development within Connectivity Areas should be avoided to the maximum extent possible
 - c. If new road development cannot be avoided, the length and width of road development must be minimized and:
 - i. Appropriate wildlife crossing infrastructure as determined by the mitigation measures described in the bio-inventory must be designed and installed, using best practices for mitigating the effects of roads on local species
 - ii. Establish Wildlife Traffic Zones with appropriate traffic warning signage and reduced speeds to mitigate dangers to the public and wildlife mortality threats
 - d. The location of recreational trails and pathways shall be in accordance with current Best Management Practices in British Columbia, including but not limited to Develop with Care 2012–Environmental Guidelines for Urban and Rural Land Developments in British Columbia and Environmental Best Management Practices for Urban and Rural land Development (Section 3 Site Development and Management and Fact Sheet #5-Parks)
 - e. To the maximum extent possible, the distribution and intensity of native vegetation and cover should be maintained throughout the property
 - f. Conserve trees in communities (groups of trees along with their associated understory) rather than isolating individual specimens. Groups of trees form a larger intact ecosystem and are more likely to maintain the important characteristics of the ecosystem over time than a few scattered trees. However, some ecosystems are characterized by or may contain some isolated trees and their conservation as well is important
 - g. Restore native vegetation where it has been disturbed. The Village encourages applications that restore and enhance disturbed sensitive ecosystems to a natural condition

10.2 DPA 2 - GROUNDWATER PROTECTION

10.2.1 JUSTIFICATION

This Development Permit area (DPA) designation has been established in order to ensure that development takes place in a manner that protects, sustains or enhances the quality and quantity of ground water sources for drinking, irrigation, other approved uses and the overall health of the natural environment and water ecosystem. This area lies above an unconsolidated aquifer that has been identified by the provincial government as being highly vulnerable to contamination. This aquifer is the source of domestic water for many residents. The DPA aims to avoid contamination of the aquifer through land use development on the overlying land.

This Groundwater Protection Development Permit Area supports the goals, objectives and policies of this OCP, including but not limited to the following relevant sections of the OCP:

- Growth Management (Section 5.0)
- Environmental Preservation (Section 7.0)

10.2.2 CATEGORY

This development permit area is designated pursuant to s.919.1 (1)(a), of the LGA:

- a) Protection of the natural environment, its ecosystems and biological diversity

10.2.3 DESIGNATED AREAS

The areas shown on **Map F** are designated as Development Permit Area No. 2.

10.2.4 EXEMPTIONS

- 1) A Development Permit will not be required for this DPA in the following circumstances:
 - a. Farm Operations as defined under the *Farm Practices Protection (Right to Farm) Act* on properties with Farm Status pursuant to the *BC Assessment Act* where such activity is carried on in accordance with normal farm practices as defined under that Act
 - b. Forestry activities in accordance with the *Forest Act* or *Private Managed Forest Land Act* and subsequent legislation that are not subject to regulation under the LGA
 - c. Mining activities in accordance with the *Mines Act* and subsequent legislation that are not subject to regulation under the LGA
 - d. Hydroelectric facilities licensed by the Province
 - e. Construction involving a building floor area of 10.0square metres or less (does not include additions to existing dwelling(s))
 - f. Internal alterations to a building or structure
 - g. Erection of fences 2.0metres or less in height
 - h. Stream enhancement and fish and wildlife habitat restoration works that are approved by the provincial ministry responsible for the environment and the federal department responsible for fisheries and oceans where notification is given to the Village
 - i. In-stream work as approved by Section 9 of the *Water Act*, or subsequent legislation
 - j. Riparian planting of native vegetation
 - k. Public infrastructure works undertaken by the Village or their agents, and where such necessary works have been approved by senior government agencies
 - l. For the removal of a tree that is deemed an imminent hazard to the safety of life or buildings as determined by an Arborist certified by the International Society of Arboriculture (ISA) via a tree assessment report provided to the Village at the property owner's expense

- m. Emergency responses or works required by the Provincial Emergency Program, the Village or the Comox Valley Regional District to prevent or control forest fire, flooding, or erosion emergencies. All emergency works are to be undertaken in accordance with the *Riparian Areas Regulation*, *Water Act*, *Wildlife Act* and the *Canada Fisheries Act*
- n. Removal of noxious weeds, as identified in the *BC Weed Control Regulation* and known invasive species provided that measures are taken to prevent soil or debris being discharged into the watercourse and subject to immediate replanting with native vegetation suitable to local conditions
- o. A subdivision application where minimum lot sizes can be met exclusive of the Groundwater Protection Area

10.2.5 GUIDELINES

- 1) The applicant is required to supply a report from a registered professional, which must provide the following:
 - a. An examination of pre-development water quality and quantity on the site.
 - b. A statement backed by a professional assessment that the proposed development will not have a negative impact on the aquifer
 - c. Recommendations on what measures are required to ensure the aquifer is protected
- 2) Developments that are found to pose detrimental impacts on either the quality or quantity of groundwater shall not be supported.
- 3) For developments to be serviced by a non-municipal community water system, written confirmation of sufficient quantity and quality of potable water will be required from the water service provider.
- 4) Treated effluent and diverted stormwater collection and discharge systems on commercial, industrial, multi-residential, and other developments where there is potential for silt and petroleum-based contaminants to enter a watercourse or infiltrate into the ground will require the provision for grease, oil, and sedimentation removal facilities and the on-going maintenance of these facilities.

10.3 DPA 3 - FARMLAND PROTECTION

10.3.1 JUSTIFICATION

The development of these guidelines is intended to reduce land use conflicts that may arise between active farm operations and non-farm uses. Appropriately designed developments on non-Agricultural Land Reserve (ALR) lands adjacent to farmland can decrease the likelihood of conflict and nuisance complaints from adjacent non-farm users. Normal farm practices are protected under the *Provincial Farm Practices Protection Act (Right to Farm)*.

Typical conflicts that may occur as a result of non-farm uses being located in agricultural areas include complaints about early morning farm equipment noises, drifting dust or spray affecting non-farm lands, odours from agricultural operations and trespass or vandalism of agricultural crops or buildings.

The following guidelines are intended to protect the vitality of local agriculture and encourage commercial, active agricultural operations on lands within the Provincial Agricultural Land Reserve (ALR). While there is no designated ALR within the jurisdiction of the Village, certain parts of the municipal boundary do adjoin ALR in other jurisdictions. Consideration of subdivision layout, building design, stormwater management, buffering and fencing of lands beside the ALR will protect the agricultural uses of the lands and reduce conflicts between users.

This Farmland Protection Development Permit Area supports the goals, objectives and policies of this OCP, including but not limited to the following relevant sections of the OCP:

- Growth Management (Section 5.0)
- Local Food Production (Section 6.0)
- Recreation, Leisure and Parks (Section 8.0)

10.3.2 CATEGORY

This DPA is designated pursuant to s.919.1 (1)(c) of the LGA.

- c) Protection of farming

10.3.3 DESIGNATED AREAS

The areas shown on **Map G** are designated as Development Permit Area No. 3.

10.3.4 EXEMPTIONS

- 1) A Development Permit will not be required for this DPA in the following circumstances:
 - a. Farm Operations as defined under the *Farm Practices Protection (Right to Farm) Act* on properties with Farm Status pursuant to the *BC Assessment Act* where such activity is carried on in accordance with normal farm practices as defined under that Act
 - b. Forestry activities in accordance with the *Forest Act* or *Private Managed Forest Land Act* and subsequent legislation that are not subject to regulation under the LGA
 - c. Mining activities in accordance with the *Mines Act* and subsequent legislation that are not subject to regulation under the LGA
 - d. Hydroelectric facilities licensed by the Province

- e. Construction involving a building floor area of 10.0square metres or less (does not include additions to existing dwelling(s))
- f. Internal alterations to a building or structure
- g. Erection of fences 2.0metres or less in height
- h. Stream enhancement and fish and wildlife habitat restoration works that are approved by the provincial ministry responsible for the environment and the federal department responsible for fisheries and oceans where notification is given to the Village
- i. In-stream work as approved by Section 9 of the *Water Act*, or subsequent legislation
- j. Riparian planting of native vegetation
- k. Public infrastructure works undertaken by the Village or their agents, and where such necessary works have been approved by senior government agencies
- l. Patio and outdoor improvements that do not require a building permit where no removal of trees or native vegetation is proposed except that existing lawns may be removed
- m. Land alteration or construction that is proposed to occur more than 30.0metres from the nearest property line of a parcel of land within the Agricultural Land Reserve
- n. Subdivision of land that will result in no lots smaller than 2.0hectares in size
- o. Subdivision of land where no new lots will be created
- p. Land alteration to facilitate urban food gardens and community food gardens

10.3.5 GUIDELINES

- 1) With the exception of landscaping designed to enhance screening, non-farm development within a 15.0metre buffer zone of any property line of a parcel of land designated within the Agricultural Land Reserve is not permitted.
- 2) Any proposed development on parcels directly adjacent to lands within the Agricultural Land Reserve (ALR) should be designed to reduce impacts on the agricultural use of the ALR lands.
- 3) Landscape buffers should be designed to mitigate equipment noises, drifting dust and spray affecting non-farm lands, odours from agricultural operations and trespass or vandalism of agricultural crops or buildings. Buffer design should include appropriate barrier fencing in combination with vegetative screening. The current edition of the Agricultural Land Commission (ALC) Landscaped Buffer Specifications may be used as the basis for review.
- 4) Open spaces with landscaped buffers, designed with water retention capacity or stormwater management principles in mind, are encouraged within a 15.0metre buffer zone of any property line.
- 5) Mature trees on non-farm lands within 30.0metres of the ALR boundary should generally be preserved, except where they have been determined by an International Society of Arboriculture certified arborist to pose a hazard or be at high risk of failure.
- 6) Roads and pedestrian access routes that end at the boundary of the ALR are strongly discouraged except where necessary to provide access for farm equipment.
- 7) Landscaping should be designed to reduce potential land use conflicts that may arise and should include a maintenance plan to promote long-term protection of farmlands from nuisance

complaints. As a term of permit the Village may require professional inspection and confirmation that the works have been completed according to the landscaping plans. As a term of permit the Village may require inspections at several phases of the proposed development.

- 8) Fencing that is designed to minimize conflicts between the adjacent non-farm uses and uses occurring on ALR lands shall be installed on the property line of the nonfarm parcel. The Village may require that the applicant provide a report prepared by a registered professional Agrologist that contains recommendations for appropriate fencing materials, location and height.

10.4 DPA 4 - WILDFIRE URBAN INTERFACE

10.4.1 JUSTIFICATION

This Development Permit Area is applicable to lands that may be susceptible wildfire.

The Village contains large forested areas. These tracts of forest create an interface with adjacent residential, areas, and most areas are actively used for recreation. There are many residential properties that are immediately adjacent or very close to the forested areas on public lands/parks. Some neighbourhoods also have limited road systems and access and evacuation routes could be affected.

The lands identified as Interface Wildfire Risk are designated a hazardous condition development permit area in order to protect buildings and properties near interface boundaries from heat radiation, direct flame contact or airborne embers produced by interface wildfires.

Lands that have the potential to be susceptible to wildfire are identified in the Plan area. The development of land may create potential danger to lives and property as well as environmental damage. In order to minimize the hazard potential of these areas and to minimize environmental damage, the construction of buildings or structures or the subdivision or significant alteration of land requires regulation.

This Wildfire Urban Interface Development Permit Area supports the goals, objectives and policies of this OCP, including but not limited to the following relevant sections of the OCP:

- Growth Management (Section 5.0)
- Economic Development (Section 6.0)
- Tourism (Section 6.0)
- Environmental Preservation (Section 7.0)
- Views and Landscape Character (Section 7.0)
- Recreation, Leisure and Parks (Section 8.0)

10.4.2 CATEGORY

This development permit area is designated pursuant to s.919.1 (1) (a) and (b), of the LGA.

- a) Protection of the natural environment, its ecosystems and biological diversity
- b) Protection of development from hazardous conditions

10.4.3 DESIGNATED AREAS

The areas shown on **Map H** are designated as Development Permit Area No. 4.

10.4.4 EXEMPTIONS

- 1) A Development Permit will not be required for this DPA in the following circumstances:
 - a. For the addition or alteration of an existing principal building, provided that not more than 33 percent additional gross floor area is created, that is located outside of a 15.0metre buffer zone of any property line
 - b. Patio and outdoor improvements that do not require a building permit where no removal of trees or native vegetation is proposed except that existing lawns may be removed
 - c. Subdivision of land that will result in no lots smaller than 2.0hectares in size
 - d. Subdivision of land where no new lots will be created
 - e. Land alteration to facilitate urban food gardens and community food gardens
 - f. Where a Registered Professional Forester has determined that the development area is outside of the 100.0metre Fire Smart Priority Zone

10.4.5 GUIDELINES

- 1) A Development Proposal shall be submitted with a Development Permit application and should generally include the following information, in the form of plans or written documents:
 - a. A detailed site plan identifying areas susceptible to Wildfire Urban Interfaces
 - b. The location of watercourses, existing natural vegetation and, on-site topography
 - c. An assessment of existing natural vegetation, including identification of areas where tree removal or alteration of land may occur as a result of development
 - d. A detailed site plan illustrating existing and proposed buildings and structures
- 2) The assessment shall include recommendations on mitigation strategies with respect to the hazard.
- 3) The guidelines in the Homeowners FireSmart Manual, BC Edition, 2004, Province of British Columbia, as the same may be amended or replaced from time to time shall apply to the Wildfire Urban Interface Areas identified on **Map H** as follows:
 - a. In Priority Zones 1 (within 10.0metres from structures), remove fuel and convert vegetation to fire resistance species to produce an environment that does not support combustion



Figure 12: FireSmart Priority Zones

- b. In Priority Zones 2 (10.0–30.0metres from structures), increase fuel modified area by reducing flammable vegetation through thinning and pruning and produce an environment that will only support low-intensity surface fires
 - c. In Priority Zones 3 (30.0–100.0metres or greater from structures), eliminate the potential for a high-intensity crown fire through thinning and pruning, thereby slowing the approach of a fire approach towards structures
 - d. Class 'A' or 'B' Fire resistant roofing materials are required as a minimum standard
 - e. Non-combustible siding materials are required on building façades that directly face interface areas
 - f. Roof vents should be closed in and screened
 - g. Heavy timber construction, fire-retardant treated materials and other non-flammable materials are required for decks and railings that directly face interface areas
 - h. Chimneys should have approved spark arrestors
 - i. Vegetation should be cleared 3.0metres back from power lines and propane tanks
- 4) Subdivisions should be designed to provide adequate access for evacuation and fire control including the movement of emergency response vehicles. The number of access points and their capacity should be based upon the potential vehicle and housing density of the subdivision and lands beyond.
 - 5) Wherever possible, pursue opportunities for large setbacks (10.0metres minimum) between new buildings and forested areas (urban-interface boundary).
 - 6) Direct road access should be provided to forested lands abutting new subdivisions to provide both access for emergency response vehicles and offer a fuel break between the forested lands and the subdivision. Fire hydrants should be located in close proximity to forested lands abutting subdivisions.
 - 7) The sequence and timing of development approved by the permit may be specified in the permit to ensure the development does not occur during periods of high fire hazard.
 - 8) A fuel hazard assessment including recommendations for mitigating these hazards should be prepared. These recommendations should be applied to the permit for these properties including specifying areas that must remain free of development.

10.5 DPA 5 - INDUSTRIAL

#1035

10.5.1 JUSTIFICATION

This Development Permit Area (DPA) is applicable to industrial land development proposed within the Village, including alterations of, additions to and redevelopment of existing industrial uses and properties. The intent of this designation is to enhance the visual quality of developments located along main entry thresholds to the community and to ensure that industrial development limits visual impact on adjacent uses. Industrial development will have physical characteristics that are neither offensive nor hazardous and avoid adverse impacts of vehicular circulation to existing neighbourhoods and to the surrounding physical environment.

All development within an Industrial DPA will be designed and implemented to mitigate any adverse effects to the economic and aesthetic welfare of any nearby residential and commercial uses. Such uses will be designed to mitigate any adverse effects on the environment.

It is also objective of the Village to encourage development that incorporates energy and water conservation principles as well designs that work towards reducing greenhouse gas emissions.

This Industrial Development Permit Area supports the goals, objectives and policies of this OCP, including but not limited to the following relevant sections of the OCP:

- Growth Management (Section 5.0)
- Economic Development (Section 6.0)
- Environmental Preservation (Section 7.0)
- Views and Landscape Character (Section 7.0)
- Climate Change and Adaptability (Section 7.0)

10.5.2 CATEGORY

This development permit area is designated pursuant to s.919.1 (1)(f)(h), (i), and (j), of the LGA.

- f) Establishment of objectives for the form and character of industrial development
- h) Establishment of objectives to promote energy conservation
- i) Establishment of objectives to promote water conservation
- j) Establishment of objectives to promote the reduction of greenhouse gas emissions

10.5.3 DESIGNATED AREAS

The areas shown on **Map C** are designated as Development Permit Area No. 5.

10.5.4 EXEMPTIONS

- 1) A Development Permit is not required in the following circumstances:
 - a. Farm Operations as defined under the *Farm Practices Protection (Right to Farm) Act* on properties with Farm Status pursuant to the *BC Assessment Act* where such activity is carried on in accordance with normal farm practices as defined under that Act
 - b. Forestry activities in accordance with the *Forest Act* or *Private Managed Forest Land Act* and subsequent legislation that are not subject to regulation under the LGA
 - c. Mining activities in accordance with the *Mines Act* and subsequent legislation that are not subject to regulation under the LGA
 - d. Hydroelectric facilities licensed by the Province
 - e. Construction involving a building floor area of 10.0square metres or less (does not include additions to existing dwelling(s))
 - f. Internal alterations to a building or structure
 - g. Erection of fences 2.0metres or less in height
 - h. Stream enhancement and fish and wildlife habitat restoration works that are approved by the provincial ministry responsible for the environment and the federal department responsible for fisheries and oceans where notification is given to the Village
 - i. In-stream work as approved by Section 9 of the *Water Act*, or subsequent legislation
 - j. Riparian planting of native vegetation
 - k. Public infrastructure works undertaken by the Village or their agents, and where such necessary works have been approved by senior government agencies
 - l. Patio and outdoor improvements that do not require a building permit where no removal of trees or native vegetation is proposed except that existing lawns may be removed
 - m. Land alteration or construction that is proposed to occur more than 30.0metres from the nearest property line of a parcel of land within the Agricultural Land Reserve
 - n. Subdivision
 - o. Land alteration to facilitate urban food gardens and community food gardens
 - p. Mining activities in accordance with the *Mines Act* and subsequent legislation that are not subject to regulation under the LGA
 - q. For the addition or alteration of a principal building, where the value of the proposed construction is less than \$50,000.00; and the proposed construction is located within an interior side or rear yard

10.5.5 GUIDELINES

For any stand-alone commercial use development within an Industrial Development Permit Area (DPA 5) the guidelines in “Commercial (DPA 9)” apply.

1) Site Design

- a. The Village will work with the principles of Crime Prevention through Environmental Design (CPTED) in the consideration of site design and landscaping
- b. Site Design should consider the preservation of natural site features
- c. Site design should protect the enhancement of view corridors to open areas and viewscales

2) Landscaping

- a. All landscaping shall be irrigated by means of an automated system
 - b. Landscaped buffers designed by a landscape professional shall be provided:
 - i. where the industrial zone is adjacent to any property zoned for residential use, the buffer will be designed to effectively screen from view and mitigate noise from the industrial use as effectively as possible through the use of landscaping, sound-attenuating fencing, and siting; and #1035
 - ii. along the road frontage on those lots identified on Map K, in order to screen from view and mitigate noise the industrial use from the highway:
 - .1 A planting buffer at least 4.0metres (13.1feet) wide which may include the plantable portion of the Village boulevard, if the private property has insufficient setback for buildings or required parking, and private property;
 - .2 This design will include combinations of trees, shrubs, drought tolerant grasses, ground covers, etc;
 - .3 The design will include at least one tree capable of attaining a height of at least 3.0metres (9.8feet), which shall be planted on average in every 10.0metres (32.8feet), interrupted only for driveways or walkways.
- OR
- iii. along all other major roads
 - .1 A landscaped buffer shall be provided along all major roads and all buildings shall be screened from view from any adjacent property zoned for residential use as effectively as possible through the use of landscaping, solid sound attenuating fencing, and siting.
 - c. Fencing as required in 1.8.5(2)(b) above shall be a minimum of 2.5metres in height
 - d. All waste disposal and recycling bins shall be screened on three sides within a solid walled animal-proof enclosure, not less than 2.0metres in height
 - e. Such elements as shipping and loading areas, outdoor storage areas, #1035

shipping containers, transformers, and meters shall be additionally screened through landscaping, solid fencing and appropriate siting.

- f. Building footprints should be located to create opportunities for plazas, courtyards, or garden patio areas with appropriate site furniture and lighting
- g. The appearance of the both the buildings and the site landscaping should have a strong emphasis toward public street views, incorporating a concept that emphasizes the public realm
- h. Landscape plans will be provided at the developer's expense, which have been prepared by registered professional utilizing plants appropriate to the growing conditions. The plan shall include a complete plant list and cost estimate. A performance security will be required before the Permit is issued

3) Accessibility

- a. Accessibility features shall be integrated into the overall design concept and identified on the site plans
- b. Accessible travel routes shall be provided from adjacent roadways and parking areas to the main building entry and should incorporate barrier-free universal design principles
- c. Accessible travel routes shall be of a hard, slip- resistant surface with a minimum width per requirements of the most current edition of the British Columbia Building Code (BCBC)
- d. Accessible travel routes shall conform to the requirements of the most current edition of the BCBC

4) Building Form and Character

- a. Buildings shall be sited to ensure that any adjacent residential properties have visual privacy, as well as protection from site illumination and noise
- b. All buildings and expansions thereto, storage, parking, and supply yards shall be designed to be compatible with surrounding land uses and the major roads fronting the property
- c. The use of smooth surfaced, wood, concrete board, acrylic stucco, brick, baked enamel-finished metal siding, or metal panels are encouraged
- d. Rooftop mechanical equipment shall be hidden behind screens or parapets designed as an integral part of a building to conceal such equipment
- e. Building design should include a variety of architectural design treatments, including articulated building footprints to reduce massing and to promote architectural definition and interest
- f. Building massing shall consider the preservation or enhancement of view corridors to open areas and mountain vistas
- g. Building massing should respond to a human scale with materials and details that are proportionate to human height and provide visual interest at the street and sidewalk level
- h. Building elevations fronting and visible to the street are encouraged to include offices, showrooms, pitched roofs and decorative design elements

- i. Buildings shall be designed to mitigate the effect of internal noise from mechanical and other industrial equipment

5) Signs

- a. Sign illumination for new signs shall be exterior, from the front and downcast. Internally illuminated signs may include halo lighting or the direct back lighting, only for individual letters and logos, subject to any Sign Bylaw
- b. Sign heights and size shall be in context with the neighbourhood, subject to the applicable bylaw provisions
- c. No signs shall be equipped with flashing, oscillating or moving lights or beacons

6) Lighting

Natural cycles of day and night lighting are important for human health, the natural environment, astrophysical endeavors, and the conservation of energy. To minimize these impacts, outdoor lighting should be regulated to control both the quantity and quality of night lighting.

- a. All site lighting installations shall be fully shielded (full cutoff)
- b. Light shall be shielded such that the lamp itself or the lamp image is not directly visible outside the property perimeter
- c. Security and other lighting shall be placed so as not to shine directly into residential properties or to reduce the separation effectiveness of any landscaped buffer
- d. Exterior building lighting should generally be concealed in soffits or other similar architectural features
- e. Lamp poles and luminaries used for site area lighting should be complementary to the form and character of adjacent sites and Village streetlighting standards
- f. There should be sufficient on-site illumination for pedestrian/vehicle safety. Illumination shall not encroach onto adjacent properties
- g. Adhering to the principles of Crime Prevention through Environmental Design Principles (CPTED), lighting for pedestrian pathways, building entrances and parking areas should be designed at a human scale (i.e., low level bollards) and address pedestrian safety

7) Access & Parking

Large surface parking areas may be broken down into smaller parking lots evenly dispersed throughout the development and integrated with planted, landscaped areas.

- a. Parking areas shall clearly identify pedestrian circulation areas, preferably with different paving and landscaping treatment
- b. Parking areas should be surfaced with a paving treatment (including: pervious paving, cellular paving and concrete unit pavers). Parking aisles shall provide a hard travel surface
- c. Developers are encouraged to use permeable surface treatments for roadways, parking areas and other surfaced areas within a development, where appropriate
- d. Building entrances should be prominent and clearly visible from access driveways

- e. Site designs should include provisions for multi-modal transportation
- f. All parking requirements for the development shall be met on-site
- g. All paved parking areas shall be included within the context of the required stormwater management plan and shall incorporate oil/water separators which meet current Ministry of Forest Lands and Natural Resource Operations and Department of Fisheries and Oceans criteria or a bio-filtration facility constructed by a qualified professional
- h. Site Designs should include provisions for controlled access

8) Energy Conservation & Reduction of Greenhouse Gas Emissions

- a. Building design should include passive heating, lighting and cooling design features
- b. Landscaping and building design should consider the incorporation of natural daylight and seasonal shade needs
- c. Building orientation should, where practical, be designed to optimize the benefits of solar orientation
- d. Building design should incorporate solar ready features
- e. Sheltered and secure bicycle parking shall be provided to a level that is consistent with the proposed use
- f. Electric Vehicle Plug-ins should be provided for new developments
- g. All buildings shall be designed and engineered to be solar ready
- h. Adaptive reuse of buildings and on-site materials is encouraged, where permitted within the BC Building Code and under relevant legislation

9) Water Conservation

- a. Development projects should incorporate rainfall capture systems for irrigation where feasible
- b. Development projects should minimize impervious areas and incorporate on-site integrated stormwater management solutions that maintain pre-development infiltration rates and site hydrology
- c. Landscape planting should be designed to reduce water consumption through the use of native and drought-tolerant plant species suitable for the growing area
- d. Landscaped areas should be watered by an automatic irrigation system, complete with an automated 'smart' controller
- e. High water use turf, sod and lawn are discouraged

10) Stormwater

- a. A stormwater management plan shall be required as prepared by a registered professional engineer that has as its goal the maintenance of post-development flows equivalent to those of pre-development flow patterns and volumes over the entire wet weather season
- b. Stormwater management shall follow source control (on-site) principles and practices and minimize the use of conventional pipe and pond techniques, and avoid direct discharges to streams and other water-bodies
- c. Stormwater management shall take advantage of on-site opportunities to recycle water to absorbent soils, wetlands, and forests

11) Soil Erosion and Sediment Control

A Sediment and Erosion Control Plan shall be prepared by a registered professional for the construction and operational phases of the development

10.6 DPA 6 - RESIDENTIAL INFILL

10.6.1 JUSTIFICATION

This Development Permit Area designation is warranted to promote a high standard of design in ground oriented medium density housing projects. Medium density is intended to include primarily single and two-family dwellings in a more compact arrangement with densities ranging from 25 to 37 units per hectare (10 to 15 units per acre). The renovation of heritage homes to include multiple rental suites is also envisioned within this area. Typical ground oriented medium density development includes the following applications:

- Narrow lot single family dwellings
- Single Family with accessory dwelling unit (garage apartment, coach house, laneway house)
- Duplex dwelling units
- Townhouse dwelling units
- Rowhouse dwelling units

Residential infill development is intended to build density in mature residential areas located within a short walk of the downtown core. The creation of additional density may impact the privacy of adjacent landowners and the established neighbourhood character of these areas.

Generally, residential neighbourhoods in the Village enjoy the privacy and aesthetic benefits of modestly scaled character homes surrounded by well-established tree cover and landscaping. New infill developments are encouraged to maintain and enhance these intrinsic characteristics.

It is the objective of the Village to guide the integration of new housing into established residential neighbourhoods and to promote quality residential environments that maintain desirable relationships to their surrounding context.

It is also the objective of the Village to encourage new development that incorporates energy and water conservation principles as well as designs that work towards reducing greenhouse gas emissions.

This Residential Infill Development Permit Area supports the goals, objectives and policies of this OCP, including but not limited to the following relevant sections of the OCP:

- Growth Management (Section 5.0)
- Environmentally Sensitive Areas (Section 7.0)
- Views and Landscape Character (Section 7.0)
- Climate Change and Adaptability (Section 7.0)
- Recreation, Leisure and Parks (Section 8.0)

10.6.2 CATEGORY

This development permit area is designated pursuant to s.919.1 (1)(e), (h), (i), and (j) of the LGA.

- e) Establishment of objectives for the form and character of intensive residential development
- h) Establishment of objectives to promote energy conservation
- i) Establishment of objectives to promote water conservation
- j) Establishment of objectives to promote the reduction of greenhouse gas emissions

10.6.3 EXEMPTIONS

- 1) A Development permit is not required in the following circumstances:
 - a. Farm Operations as defined under the *Farm Practices Protection (Right to Farm) Act* on properties with Farm Status pursuant to the *BC Assessment Act* where such activity is carried on in accordance with normal farm practices as defined under that Act
 - b. Forestry activities in accordance with the *Forest Act* or *Private Managed Forest Land Act* and subsequent legislation that are not subject to regulation under the LGA
 - c. Mining activities in accordance with the *Mines Act* and subsequent legislation that are not subject to regulation under the LGA
 - d. Hydroelectric facilities licensed by the Province
 - e. Construction involving a building floor area of 10.0square metres or less (does not include additions to existing dwelling(s))
 - f. Internal alterations to a building or structure
 - g. Erection of fences 2.0metres or less in height
 - h. Stream enhancement and fish and wildlife habitat restoration works that are approved by the provincial ministry responsible for the environment and the federal department responsible for fisheries and oceans where notification is given to the Village
 - i. In-stream work as approved by Section 9 of the *Water Act*, or subsequent legislation
 - j. Riparian planting of native vegetation.
 - k. Public infrastructure works undertaken by the Village or their agents, and where such necessary works have been approved by senior government agencies
 - l. Subdivision
 - m. For the addition or alteration of a principal building, where the proposed construction is located within an interior side or rear yard
 - n. For the construction, alteration, renovation or demolition of single-family dwellings and associated landscaping
 - o. For the construction, alteration, renovation or demolition of duplex dwellings and associated landscaping
 - p. For the construction, alteration, renovation or demolition of single-family dwellings with a secondary suite and associated landscaping

10.6.4 DESIGNATED AREAS

The areas shown on **Map C** are designated as Development Permit Area No. 6.

10.6.5 GUIDELINES FOR GROUND ORIENTED HOUSING

1) Site Design

- a. The Village will work with the principles of Crime Prevention Through Environmental Design (CPTED) in the consideration site design and landscaping
- b. Site Design should consider the preservation of natural site features
- c. Site design should consider the preservation and enhancement of view corridors to open areas and viewsapes
- d. The use of rear lane access to garages and surface parking is encouraged

2) Landscaping

- a. All landscaping should be irrigated by means of an automated system
- b. All waste disposal and recycling bins shall be screened on three sides within a solid walled animal-proof enclosure
- c. Building footprints should be located to create opportunities for courtyards, or garden patio areas with appropriate site furniture and lighting
- d. The appearance of the both the buildings and the site landscaping should have a strong emphasis toward public street views, incorporating a concept that emphasizes the public realm
- e. Landscape plans will be provided at the developer's expense, which have been prepared by landscape professional utilizing plants appropriate to the growing conditions. The plan shall include a complete plant list and cost estimate. A performance security will be required before the Permit is issued
- f. A landscape plan should be prepared, with the broad objectives of providing:
 - i. Vegetative screening on private lots to protect the privacy and to mitigate noise between occupants of adjacent properties
 - ii. Effective vegetation between adjacent driveways on private lots to mitigate the visual impact of paved surfaces

3) Accessibility

- a. Accessibility features shall be integrated into the overall design concept and identified on the site plans
- b. Accessible travel routes shall be provided from adjacent roadways and parking areas to the main building entry and shall incorporate barrier-free universal design principles
- c. Accessible travel routes shall be of a hard, slip- resistant surface with a minimum width per requirements of the most current edition of the British Columbia Building Code (BCBC)
- d. Accessible travel routes shall conform to the requirements of the most current edition of the BCBC

4) Building Form and Character

- a. Buildings shall be sited to ensure that any adjacent residential properties have visual privacy, as well as protection from site illumination and noise
- b. All buildings and expansions thereto, storage, and parking shall be designed to be compatible with surrounding land uses and the major roads fronting the property
- c. The use of smooth surfaced, wood, concrete board, acrylic stucco, brick, baked enamel-finished metal siding, or metal panels are encouraged
- d. The use of untreated or unfinished concrete, metal, vinyl siding as a final building finish is prohibited
- e. Rooftop mechanical equipment shall be hidden behind screens or parapets designed as an integral part of a building to conceal such equipment
- f. Building design should include a variety of architectural design treatments, including articulated building footprints to reduce massing and to promote architectural definition and interest
- g. Building massing shall consider the preservation or enhancement of view corridors to open areas and mountain vistas
- h. Building massing should respond to a human scale with materials and details that are proportionate to human height and provide visual interest at the street and sidewalk level
- i. Minimize impacts of decks and balconies on adjacent properties
- j. The civic addressing must be visible from the primary street frontage
- k. Each dwelling unit should have a dedicated, unobstructed, hard surfaced path, not be less than 1.2metres in width that links the unit to a public street or lane
- l. New Buildings should:
 - i. Create visual interest by providing variations in height, rooflines and massing
 - ii. Avoid building plans that are repetitive
- m. Large blank walls should not dominate the buildings and where windows/dormers/bays are not possible; landscaping should be used to mitigate the blank walls
- n. The garage should not be visually prominent, mitigated through the use of staggered setbacks, and varied orientation, materials, scale, and finishes
- o. Large windows should not face directly onto adjacent properties
- p. Main entrances for all dwellings shall be located at ground level and should be prominent to the street

5) Lighting

Natural cycles of day and night lighting are important for human health, the natural environment, astrophysical endeavors, and the conservation of energy. To minimize these impacts, outdoor lighting should be regulated to control both the quantity and quality of night lighting.

- a. All site lighting installations should be fully shielded (full cutoff)
- b. Light should be shielded such that the lamp itself or the lamp image is not directly visible outside the property perimeter
- c. Security and other lighting should be placed so as not to shine directly into residential properties or to reduce the separation effectiveness of any landscaped buffer
- d. Exterior building lighting should generally be concealed in soffits or other similar architectural features
- e. Lamp poles and luminaries used for site area lighting should be complementary to the form and character of adjacent sites and Village streetlighting standards
- f. There should be sufficient on-site illumination for pedestrian/vehicle safety. Illumination should not encroach onto adjacent properties
- g. Adhering to the principles of Crime Prevention through Environmental Design Principles (CPTED), lighting for pedestrian pathways, building entrances and parking areas should be designed at a human scale (i.e., low level bollards) and address pedestrian safety

6) Access, Parking, & Amenity Areas

Large surface parking areas may be broken down into smaller parking lots evenly dispersed throughout the development and integrated with planted, landscaped areas.

- a. Parking areas shall clearly identify pedestrian circulation areas, preferably with different paving and landscaping treatment
- b. Parking areas should be surfaced with a paving treatment (including: pervious paving, cellular paving and concrete unit pavers). Parking aisles shall provide a hard travel surface
- c. Developers are encouraged to use permeable surface treatments for roadways, parking areas and other surfaced areas within a development, where appropriate
- d. Building entrances should be prominent and clearly visible from access driveways
- e. Site designs should include provisions for multi-modal transportation
- f. All parking requirements for the development shall be met on-site
- g. Parking areas for all recreational vehicles, trailers and boats, including commercial or industrial vehicles (if permitted by bylaw), should be located behind the front face of the primary dwelling unit. "Temporary" storage or parking areas are not permitted
- h. An outside amenity area should be provided in the form of a deck, dedicated yard, garden or similar feature. A parking area does not qualify as an outside amenity area
- i. The amenity area should not be narrower than 2.5metres and most not be less than 10.0square metres in area

7) Energy Conservation & Reduction of Greenhouse Gas Emissions

- a. Building design should include passive heating, lighting and cooling design features
- b. Landscaping and building design should consider the incorporation of natural daylight and seasonal shade needs
- c. Building orientation should, where practical, be designed to optimize the benefits of solar orientation
- d. Building design should incorporate solar ready features
- e. Sheltered and secure bicycle parking shall be provided to a level that is consistent with the proposed use
- f. Electric Vehicle Plug-ins should be provided for new developments
- g. All buildings shall be designed and engineered to be solar ready
- h. Adaptive reuse of buildings and on-site materials is encouraged, where permitted within the BC Building Code and under relevant legislation

8) Water Conservation

- a. Development projects should incorporate rainfall capture systems for irrigation where feasible
- b. Development projects should minimize impervious areas and incorporate on-site integrated stormwater management solutions that maintain pre-development infiltration rates and site hydrology
- c. Landscape planting should be designed to reduce water consumption through the use of native and drought-tolerant plant species suitable for the growing area
- d. Landscaped areas should be watered by an automatic irrigation system, complete with an automated 'smart' controller
- e. High water use turf, sod and lawn are discouraged

9) Stormwater

- a. A stormwater management plan shall be required as prepared by a registered professional engineer that has as its goal the maintenance of post-development flows equivalent to those of pre-development flow patterns and volumes over the entire wet weather season
- b. Stormwater management shall follow source control (on-site) principles and practices and minimize the use of conventional pipe and pond techniques, and avoid direct discharges to streams and other water-bodies
- c. Stormwater management shall take advantage of on-site opportunities to recycle water to absorbent soils, wetlands, and forests

10) Soil Erosion and Sediment Control

- a. A Sediment and Erosion Control Plan shall be prepared by a registered profession for the construction and operational phases of the development

10.6.6 SPECIFIC GUIDELINES FOR COACH HOUSES

- 1) A landscape plan should be prepared, with the broad objectives of providing:

- a. Vegetative screening on private lots to protect the privacy and to mitigate noise between occupants of adjacent properties
 - b. Low height vegetation between adjacent driveways on private lots to mitigate the visual impact of paved surfaces
- 2) Parking areas for all recreational vehicles, trailers and boats, including commercial or industrial vehicles (if permitted by bylaw), should be located behind the front face of the primary dwelling unit. "Temporary" storage or parking areas are not permitted.
- 3) An outside amenity area should be provided in the form of a deck, dedicated yard, garden or similar feature. A parking area does not qualify as an outside amenity area.
- 4) The amenity area should not be narrower than 2.5metres and must not be less than 10.0square metres in area.
- 5) Minimize impacts of decks and balconies on adjacent properties.
- 6) The civic addressing must be visible from the primary street frontage.
- 7) Each dwelling unit should have a dedicated, unobstructed, hard surfaced path, not be less than 1.2metres in width that links the unit to a public street or lane.
- 8) New Buildings should:
 - a. Create visual interest by providing variations in height, rooflines and massing
 - b. Avoid building plans that are repetitive
- 9) Large blank walls should not dominate the buildings and where windows/dormers/bays are not possible; landscaping should be used to mitigate the blank walls.
- 10) The garage should not be visually prominent, mitigated through the use of staggered setbacks, and varied orientation, materials, scale, and finishes.
- 11) The use of vinyl siding is discouraged.
- 12) Large windows should not face directly onto adjacent properties.
- 13) The design and siting of buildings should:
 - a. Be sensitive to the scale, mass and form of adjacent buildings
 - b. Use building materials that reflect the character of the principal dwelling unit
 - c. Not overlook and shadow adjacent properties
 - d. Utilize all habitable space opportunities such as building into the truss system of the unit

10.7 DPA 7 - RESIDENTIAL MULTI-FAMILY

10.7.1 JUSTIFICATION

This Development Permit Area designation is warranted to promote a high standard of design in medium to high density multi-family housing projects. Multi-family residential is intended to include ground oriented and stacked dwelling units in a compact arrangement with densities greater than 37 units per hectare (15 units per acre). The renovation of heritage homes to include multiple rental suites is also envisioned within this area. Typical multi-family development includes the following applications:

- Townhouse dwelling units
- Rowhouse dwelling units
- Apartments

This Development Permit Area designation is warranted to promote a high standard of design in multi-family. Generally, residential neighbourhoods in the Village enjoy the privacy and aesthetic benefits of modestly scaled character homes surrounded by well-established tree cover and landscaping. New Multi-family developments are encouraged to maintain and enhance these intrinsic characteristics.

It is the objective of the Village to promote quality residential environments that maintain desirable relationships to their surrounding context.

It is also objective of the Village to encourage new development that incorporates energy and water conservation principles as well as designs that work towards reducing greenhouse gas emissions.

This Multi-Family Development Permit Area supports the goals, objectives and policies of this OCP, including but not limited to the following relevant sections of the OCP:

- Growth Management (Section 5.0)
- Environmental Preservation (Section 7.0)
- Views and Landscape Character (Section 7.0)
- Climate Change and Adaptability (Section 7.0)
- Recreation, Leisure and Parks (Section 8.0)

10.7.2 CATEGORY

This development permit area is designated pursuant to s.919.1 (1) (f), (h), (i), and (j) of the LGA.

- f) Establishment of objectives for the form and character of multi-family residential development.
- h) Establishment of objectives to promote energy conservation.
- i) Establishment of objectives to promote water conservation.
- j) Establishment of objectives to promote the reduction of greenhouse gas emissions.

10.7.3 EXEMPTIONS

- 1) A Development permit is not required in the following circumstances:
 - a. Farm Operations as defined under the *Farm Practices Protection (Right to Farm) Act* on properties with Farm Status pursuant to the *BC Assessment Act* where such activity is carried on in accordance with normal farm practices as defined under that Act
 - b. Forestry activities in accordance with the *Forest Act* or *Private Managed Forest Land Act* and subsequent legislation that are not subject to regulation under the LGA
 - c. Mining activities in accordance with the *Mines Act* and subsequent legislation that are not subject to regulation under the LGA
 - d. Hydroelectric facilities licensed by the Province
 - e. Construction involving a building floor area of 10.0square metres or less (does not include additions to existing dwelling(s))
 - f. Internal alterations to a building or structure
 - g. Erection of fences 2.0metres or less in height
 - h. Stream enhancement and fish and wildlife habitat restoration works that are approved by the provincial ministry responsible for the environment and the federal department responsible for fisheries and oceans where notification is given to the Village
 - i. In-stream work as approved by Section 9 of the *Water Act*, or subsequent legislation
 - j. Riparian planting of native vegetation
 - k. Public infrastructure works undertaken by the Village or their agents, and where such necessary works have been approved by senior government agencies
 - l. Subdivision
 - m. For the addition or alteration of a principal building, where the value of the proposed construction is less than \$50,000.00; and the proposed construction is located within an interior side or rear yard
 - n. For the construction, alteration, renovation or demolition of single-family dwellings and associated landscaping
 - o. For the construction, alteration, renovation or demolition of duplex dwellings and associated landscaping
 - p. For the construction, alteration, renovation or demolition of single-family dwellings with a secondary suite and associated landscaping

10.7.4 DESIGNATED AREAS

The areas shown on **Map C** are designated as Development Permit Area No. 7

10.7.5 GUIDELINES

1) Site Design

- a. The Village will work with the principles of Crime Prevention Through Environmental Design (CPTED) in the consideration site design and landscaping
- b. Site Design should consider the preservation of natural site features
- c. Site design should protect the enhancement of view corridors to open areas and viewsapes
- d. The use of rear lane access to garages and surface parking is encouraged
- e. Buildings should be sited so as to ensure that any adjacent single-family residential properties have visual privacy, as well as protection from site illumination and noise
- f. All developments should front or appear to front onto adjacent roadways. This may be achieved through appropriate treatment of the building exteriors and through the provision of pedestrian entranceways and walkways to the street

2) Landscaping

- a. All landscaping shall be irrigated by means of an automated system
- b. All waste disposal and recycling bins shall be screened on three sides within a solid walled animal-proof enclosure, not less than 2.0metres in height
- c. Such elements as shipping and loading areas, outdoor storage areas, transformers, and meters shall be additionally screened landscaping, solid fencing, and appropriate siting
- d. Building footprints should be located to create opportunities for plazas, courtyards, or garden patio areas with appropriate site furniture and lighting
- e. The appearance of both the buildings and the site landscaping should have a strong emphasis toward public street views, incorporating a concept that emphasizes the public realm
- f. Landscape plans will be provided at the developer's expense, which have been prepared by a landscape professional utilizing plants appropriate to the growing conditions. The plan shall include a complete plant list and cost estimate. A performance security will be required before the Permit is issued
- g. Such elements as transformers, meters and garbage receptacles shall be screened from public view as effectively as possible through landscaping, fencing, and appropriate siting
- h. Landscape designs shall provide a minimum 30 percent tree cover within all new developments through the retention of existing vegetation or new plantings

3) Accessibility

- a. Accessibility features shall be integrated into the overall design concept and identified on the site plans
- b. Accessible travel routes shall be provided from adjacent roadways and parking areas to the main building entry and shall incorporate barrier-free universal design principles

- c. Accessible travel routes shall be of a hard, slip- resistant surface with a minimum width per requirements of the most current edition of the British Columbia Building Code (BCBC)
- d. Accessible travel routes shall conform to the requirements of the most current edition of the BCBC

4) Building Form and Character

- a. Buildings should be sited to ensure that any adjacent single family residential properties have visual privacy, as well as protection from site illumination and noise
- b. All buildings and expansions thereto, storage, parking, and supply yards shall be designed to be compatible with surrounding land uses and the major roads fronting the property
- c. The use of smooth surfaced, wood, concrete board, acrylic stucco, brick, baked enamel-finished metal siding, or metal panels are encouraged
- d. The use of untreated or unfinished concrete, metal, vinyl siding as a final building finish is prohibited
- e. Rooftop mechanical equipment shall be hidden behind screens or parapets designed as an integral part of a building to conceal such equipment
- f. Building design should include a variety of architectural design treatments, including articulated building footprints to reduce massing and to promote architectural definition and interest
- g. Building massing shall consider the preservation or enhancement of view corridors to open areas and mountain vistas
- h. Building massing should respond to a human scale with materials and details that are proportionate to human height and provide visual interest at the street and sidewalk level
- i. Rooftop mechanical equipment shall be hidden behind screens or parapets designed as an integral part of a building to conceal such equipment
- j. Front doors shall be articulated a minimum of 1.2metres forward of garage doors
- k. Buildings should be designed and sited so as to minimize opportunities for building occupants to overlook each other's private spaces
- l. Appropriate acoustical design should be utilized to minimize noise levels between residential units particularly where a townhouse or apartment development is adjacent to residential dwellings
- m. In situations where multi-family units face single-family units across a street, the multi-family units should be designed to resemble a single-family dwelling

5) Signs

- a. Sign illumination for new signs shall be exterior, from the front and downcast. Internally illuminated signs may include halo lighting or the direct back lighting, only for individual letters and logos, subject to any Sign Bylaw
- b. Sign heights and size shall be in context with the neighbourhood, subject to the applicable bylaw provisions

- c. No signs shall be equipped with flashing, oscillating or moving lights or beacons
- d. Orientation signage for larger developments should be provided. All signage should be architecturally compatible with the overall design of the buildings

6) Lighting

Natural cycles of day and night lighting are important for human health, the natural environment, astrophysical endeavors, and the conservation of energy. To minimize these impacts, outdoor lighting should be regulated to control both the quantity and quality of night lighting.

- a. All site lighting installations shall be fully shielded (full cutoff)
- b. Light shall be shielded such that the lamp itself or the lamp image is not directly visible outside the property perimeter
- c. Security and other lighting shall be placed so as not to shine directly into residential properties or to reduce the separation effectiveness of any landscaped buffer
- d. Exterior building lighting should generally be concealed in soffits or other similar architectural features
- e. Lamp poles and luminaries used for site area lighting should be complementary to the form and character of adjacent sites and Village streetlighting standards
- f. There should be sufficient on-site illumination for pedestrian/vehicle safety. Illumination shall not encroach onto adjacent properties
- g. Adhering to the principles of Crime Prevention through Environmental Design Principles (CPTED), lighting for pedestrian pathways, building entrances and parking areas should be designed at a human scale (i.e., low level bollards) and address pedestrian safety

7) Access & Parking

Large surface parking areas may be broken down into smaller parking lots evenly dispersed throughout the development and integrated with planted, landscaped areas.

- a. Parking areas shall clearly identify pedestrian circulation areas, preferably with different paving and landscaping treatment
- b. Parking areas should be surfaced with a paving treatment (including: pervious paving, cellular paving and concrete unit pavers). Parking aisles shall provide a hard travel surface
- c. Developers are encouraged to use permeable surface treatments for roadways, parking areas and other surfaced areas within a development, where appropriate
- d. Building entrances should be prominent and clearly visible from access driveways
- e. Site designs should include provisions for multi-modal transportation
- f. All parking requirements for the development shall be met on-site
- g. Where individual dwelling units have vehicular access via a public street, combined driveway access points are encouraged in order to minimize interruptions of landscaping along the boulevard

- h. Internal private roadways shall be wide enough to permit easy negotiation of car access to individual garage or carport, parking areas, and to provide fire truck accessibility
 - i. Recreation and play areas should be provided within each project and should be sensitive to the needs of all groups likely to reside within the development. Where possible, recreation and play areas should be sited such that all units within a development may view them
 - j. In the interest of providing an appropriate amount of usable open space and to create a pleasant liveable environment, landscaped areas with a balanced mix of grass, shrub beds, trees, screening and shading should be provided in the following locations:
 - i. All portions of a lot located between the principal building or buildings fronting street or access road
 - ii. All portions of a lot located between the principal building and an adjoining commercial, industrial, residential or an accessory building
 - k. Development proposals require the identification and layout of open spaces that:
 - i. Is in accordance with the best principles of environmental site design
 - ii. Is located as close to all development as possible, with recreational corridors leading to major recreation spaces
 - iii. Includes major recreation areas that are best located to serve all community residents
 - iv. Is freely accessible to all residents and visitors within the Village
 - v. Require delineation of open space that physically screens or differentiates residential yards from common open space areas.
 - vi. Provide a portion of the open space that is usable for active recreation, where appropriate, as follows:
 - .1 The recreation land should not include narrow or irregular pieces of land that are remnants from subdivision or the layout of streets and parking areas
 - .2 The slope of recreation land to be used for active play areas should not exceed two percent
 - l. The area of any building site bounded by the front lot line, the exterior or interior side lot lines, as the case may be, and the front building line of the structure nearest the front lot line, should not be used as an outside storage area. Any portion of a building site which may be used as an outside storage area should only be used as such if:
 - i. The area is enclosed within a 2.0metre high solid fence having a suitable security gate
 - ii. None of the goods or materials stored therein exceeds the height of the 2.0metre fence
 - iii. The area is not directly visible from any residential development
 - iv. In cases where the area lies between a structure and any public road, it is screened by an adequately landscaped buffer strip so that such storage areas are not readily visible from such public road
- 8) Energy Conservation & Reduction of Greenhouse Gas Emissions
- a. Building design should include passive heating, lighting and cooling design features

- b. Landscaping and building design should consider the incorporation of natural daylight and seasonal shade needs
- c. Building orientation should, where practical, be designed to optimize the benefits of solar orientation
- d. Building design should incorporate solar ready features
- e. Sheltered and secure bicycle parking shall be provided to a level that is consistent with the proposed use
- f. All buildings shall be designed and engineered to be solar ready
- g. Adaptive reuse of buildings and on-site materials is encouraged, where permitted within the BC Building Code and under relevant legislation

9) Water Conservation

- a. Development projects should incorporate rainfall capture systems for irrigation where feasible
- b. Development projects should minimize impervious areas and incorporate on-site integrated stormwater management solutions that maintain pre-development infiltration rates and site hydrology
- c. Landscape planting should be designed to reduce water consumption through the use of native and drought-tolerant plant species suitable for the growing area
- d. Landscaped areas should be watered by an automatic irrigation system, complete with an automated 'smart' controller
- e. High water use turf, sod, and lawn are discouraged

10) Stormwater

- a. A stormwater management plan shall be required as prepared by a registered professional engineer that has as its goal the maintenance of post-development flows equivalent to those of pre-development flow patterns and volumes over the entire wet weather season
- b. Stormwater management shall follow source control (on-site) principles and practices and minimize the use of conventional pipe and pond techniques, and avoid direct discharges to streams and other water-bodies
- c. Stormwater management shall take advantage of on-site opportunities to recycle water to absorbent soils, wetlands, and forests

11) Soil Erosion and Sediment Control

- a. A Sediment and Erosion Control Plan shall be prepared by a registered profession for the construction and operational phases of the development

10.8 DPA 8 - MIXED LAND USE

10.8.1 JUSTIFICATION

Development Permit designation is warranted to promote a high standard of design in commercial mixed use projects and to guide the integration of new commercial mixed use into the areas for which they are proposed.

Generally, the low scale of the buildings in Cumberland gives the appearance of a welcoming streetscape. The retail commercial buildings in Cumberland are generally one and two storeys tall with retail space located on the street level and office, storage or residential uses located in the upper stories.

Residential neighbourhoods in the Village enjoy the privacy and aesthetic benefits of modestly scaled character homes surrounded by well-established tree cover and landscaping. New developments are encouraged to maintain and enhance these intrinsic characteristics.

It is the objective of the Village to maintain the existing alleyway network that provides an effective separation of pedestrian and vehicular movements. Development proposals should maintain and enhance the established character of uninterrupted street frontages to provide a safe and welcoming pedestrian environment.

The following guidelines provide a statement of expectations for commercial mixed-use developments that will aid the assessment of an individual project on a site-specific basis, thus promoting quality developments.

It is also the objective of the Village to encourage new development that incorporates energy and water conservation principles as well designs that work towards reducing greenhouse gas emissions.

This Mixed Land Use Development Permit Area supports the goals, objectives and policies of this OCP, including but not limited to the following relevant sections of the OCP:

- Growth Management (Section 5.0)
- Transportation and Connectivity (Section 5.0)
- Economic Development (Section 6.0)
- Views and Landscape Character (Section 7.0)
- Climate Change and Adaptability (Section 7.0)

10.8.2 CATEGORY

This development permit area is designated pursuant to s.919.1(1 (f), (h), (i), and (j) of the LGA.

- f) Establishment of objectives for the form and character of multi-family residential development
- f) Establishment of objectives for the form and character of commercial development
- h) Establishment of objectives to promote energy conservation
- i) Establishment of objectives to promote water conservation
- j) Establishment of objectives to promote the reduction of greenhouse gas emissions

10.8.3 DESIGNATED AREAS

The areas shown on **Map C** are designated as Development Permit Area No. 8.

10.8.4 EXEMPTIONS

- 1) A Development permit is not required in the following circumstances:
 - a. Farm Operations as defined under the *Farm Practices Protection (Right to Farm) Act* on properties with Farm Status pursuant to the *BC Assessment Act* where such activity is carried on in accordance with normal farm practices as defined under that Act
 - b. Forestry activities in accordance with the *Forest Act* or *Private Managed Forest Land Act* and subsequent legislation that are not subject to regulation under the LGA
 - c. Mining activities in accordance with the *Mines Act* and subsequent legislation that are not subject to regulation under the LGA
 - d. Hydroelectric facilities licensed by the Province
 - e. Construction involving a building floor area of 10.0square metres or less (does not include additions to existing dwelling(s))
 - f. Internal alterations to a building or structure
 - g. Erection of fences 2.0metres or less in height
 - h. Stream enhancement and fish and wildlife habitat restoration works that are approved by the provincial ministry responsible for the environment and the federal department responsible for fisheries and oceans where notification is given to the Village
 - i. In-stream work as approved by Section 9 of the *Water Act*, or subsequent legislation
 - j. Riparian planting of native vegetation
 - k. Public infrastructure works undertaken by the Village or their agents, and where such necessary works have been approved by senior government agencies
 - l. For the addition or alteration of a principal building, where the value of the proposed construction is less than \$50,000.00; and the proposed construction is located within an interior side or rear yard

10.8.5 GUIDELINES

For any stand-alone commercial use development within a Mixed Land Use Area (DPA 8) the guidelines in “Commercial (DPA 9)” apply.

For any stand-alone residential multi-family use development within a Mixed Land Use Area (DPA 8) the guidelines in “Residential Multi-Family (DPA 7)” apply.

1) Site Design

- a. The Village will work with the principles of Crime Prevention Through Environmental Design (CPTED) in the consideration site design and landscaping
- b. Site design should consider the preservation of natural site features
- c. Site design should protect the enhancement of view corridors to open areas and viewsapes
- d. Site design shall incorporate significant soft and hard landscape elements
- e. Site layout shall consider locating buildings in order to provide pedestrian courtyards and common gathering areas with coordinated site furniture and lighting
- f. Locate buildings and parking areas so that they are set back from perimeter and interior streets a sufficient distance to create a distinct landscape zone between buildings, parking, and adjacent roadways
- g. Incorporate plazas, courtyards or similar pedestrian amenities

2) Landscaping

- a. All landscaping shall be irrigated by means of an automated system
- b. A landscaped buffer shall be provided along all major roads and all buildings shall be screened from view from any adjacent property zoned for residential use as effectively as possible through the use of landscaping, solid sound attenuating fencing, and siting
- c. All waste disposal and recycling bins shall be screened on three sides within a solid walled animal-proof enclosure, not less than 2.0metres in height
- d. Such elements as shipping and loading areas, outdoor storage areas, shipping containers, transformers, and meters shall be additionally screened through landscaping, solid fencing and appropriate siting
- e. Building footprints should be located to create opportunities for plazas, courtyards, or garden patio areas with appropriate site furniture and lighting
- f. The appearance of the both the buildings and the site landscaping should have a strong emphasis toward public street views, incorporating a concept that emphasizes the public realm
- g. Landscape plans will be provided at the developer’s expense, which have been prepared by a landscape professional utilizing plants appropriate to the growing conditions. The plan shall include a complete plant list and cost estimate. A performance security will be required before the Permit is issued
- h. Landscaping should:

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- i. Provide shade and climate control
- ii. Enhance the aesthetics of Commercial developments
- iii. Create a pedestrian friendly environment
- iv. Break up the mass of buildings
- v. Soften architectural materials
- vii. Provide screening of service structures
- viii. Enhance the streetscape/parkway environment
- ix. Define building and parking area entrances
- x. Provide buffers between incompatible land uses or site areas. Drought tolerant plant species that are native to the region should be used
- xi. Ensure linkages with nearby areas and neighbourhoods are fully considered in the development of the works proposed
- xii. Improve the safety, function access and appearance of the area over the expected life of the landscaping and provide an accessible environment

3) Accessibility

- a. Accessibility features shall be integrated into the overall design concept and identified on the site plans
- b. Accessible travel routes shall be provided from adjacent roadways and parking areas to the main building entry and shall incorporate barrier-free universal design principles
- c. Accessible travel routes shall be of a hard, slip- resistant surface with a minimum width per requirements of the most current edition of the British Columbia Building Code (BCBC)
- d. Accessible travel routes shall conform to the requirements of the most current edition of the BCBC

4) Building Form and Character

- a. Commercial use shall be restricted to ground level building floors
- b. Buildings should be sited to ensure that any adjacent residential properties have visual privacy, as well as protection from site illumination and noise
- c. All buildings and expansions thereto, storage, parking, and supply yards shall be designed to be compatible with surrounding land uses and the major roads fronting the property
- d. The use of smooth surfaced, wood, concrete board, acrylic stucco, brick, baked enamel-finished metal siding, or metal panels are encouraged
- e. The use of untreated or unfinished concrete, metal, vinyl siding as a final building finish is prohibited
- f. Rooftop mechanical equipment shall be hidden behind screens or parapets designed as an integral part of a building to conceal such equipment
- g. Building design should include a variety of architectural design treatments, including articulated building footprints to reduce massing and to promote architectural definition and interest
- h. Building massing shall consider the preservation or enhancement of view corridors to open areas and mountain vistas

- i. Building massing should respond to a human scale with materials and details that are proportionate to human height and provide visual interest at the street and sidewalk level
- j. Building design should be visually compatible with development on adjacent sites
- k. Building scale should step down to adjacent to pedestrian routes and building entrances
- l. Buildings should include human scale ornamentation and detail at ground level
- m. Buildings should include multi-planed, pitched roofs with meaningful overhangs and arcades
- n. Building forms should be articulated and massed with significant wall articulation (e.g., insets, canopies, wing-walls, trellises)
- o. Strongly thematic architectural styles associated with chain restaurants and service stores are undesirable and if utilized must be modified to be compatible with nearby structures and uses

5) Signs

- a. Sign illumination for new signs shall be exterior, from the front and downcast. Internally illuminated signs may include halo lighting or the direct back lighting, only for individual letters and logos, subject to any sign bylaw
- b. Sign heights and size shall be in context with the neighbourhood, subject to the applicable bylaw provisions
- c. No signs shall be equipped with flashing, oscillating or moving lights or beacons

6) Lighting

Natural cycles of day and night lighting are important for human health, the natural environment, astrophysical endeavors, and the conservation of energy. To minimize these impacts, outdoor lighting should be regulated to control both the quantity and quality of night lighting.

- a. All site lighting installations shall be fully shielded (full cutoff)
- b. Light shall be shielded such that the lamp itself or the lamp image is not directly visible outside the property perimeter
- c. Security and other lighting shall be placed so as not to shine directly into residential properties or to reduce the separation effectiveness of any landscaped buffer
- d. Exterior building lighting should generally be concealed in soffits or other similar architectural features
- e. Lamp poles and luminaries used for site area lighting should be complementary to the form and character of adjacent sites and Village streetlighting standards
- f. There should be sufficient on-site illumination for pedestrian/vehicle safety. Illumination shall not encroach onto adjacent properties
- g. Adhering to the principles of Crime Prevention through Environmental Design Principles (CPTED), lighting for pedestrian pathways, building entrances and parking areas should be designed at a human scale (i.e., low level bollards) and address pedestrian safety

7) Access & Parking

Large surface parking areas may be broken down into smaller parking lots evenly dispersed throughout the development and integrated with planted, landscaped areas.

- a. Parking areas shall clearly identify pedestrian circulation areas, preferably with different paving and landscaping treatment
- b. Parking areas should be surfaced with a paving treatment (including: pervious paving, cellular paving and concrete unit pavers). Parking aisles shall provide a hard travel surface
- c. Developers are encouraged to use permeable surface treatments for roadways, parking areas and other surfaced areas within a development, where appropriate
- d. Building entrances should be prominent and clearly visible from access driveways
- e. Site designs should include provisions for multi-modal transportation
- f. All parking requirements for the development shall be met on-site
- g. Ensure the safe, efficient, convenient, and functional movement of multiple modes of transportation
- h. Give priority to alternate modes of transportation, including public transit, bicycles and pedestrians
- i. Promote the safety and mobility of through traffic by minimizing the number of access and egress points
- j. Treat vehicle entrances as design/landscape features or “gateways”
- k. Parking areas should be screened with appropriate landscaping
- l. Site Designs should include provisions for controlled access
- m. Service areas should be located at the rear of buildings

8) Energy Conservation & Reduction of Greenhouse Gas Emissions

- a. Building design should include passive heating, lighting and cooling design features
- b. Landscaping and building design should consider the incorporation of natural daylight and seasonal shade needs
- c. Building orientation should, where practical, be designed to optimize the benefits of solar orientation
- d. Building design should incorporate solar ready features
- e. Sheltered and secure bicycle parking shall be provided to a level that is consistent with the proposed use
- f. Electric Vehicle Plug-ins should be provided for new developments
- g. All buildings shall be designed and engineered to be solar ready
- h. Adaptive reuse of buildings and on-site materials is encouraged, where permitted within the BC Building Code and under relevant legislation

9) Water Conservation

- a. Development projects should incorporate rainfall capture systems for irrigation where feasible
- b. Development projects should minimize impervious areas and incorporate on-site integrated stormwater management solutions that maintain pre-development infiltration rates and site hydrology
- c. Landscape planting should be designed to reduce water consumption through the use of native and drought-tolerant plant species suitable for the growing area
- d. Landscaped areas should be watered by an automatic irrigation system, complete with an automated 'smart' controller
- e. High water use turf, sod and lawn are discouraged

10) Stormwater

- a. A stormwater management plan shall be required as prepared by a registered professional engineer that has as its goal the maintenance of post-development flows equivalent to those of pre-development flow patterns and volumes over the entire wet weather season
- b. Stormwater management shall follow source control (on-site) principles and practices and minimize the use of conventional pipe and pond techniques, and avoid direct discharges to streams and other water-bodies
- c. Stormwater management shall take advantage of on-site opportunities to recycle water to absorbent soils, wetlands, and forests

11) Soil Erosion and Sediment Control

A Sediment and Erosion Control Plan shall be prepared by a registered profession for the construction and operational phases of the development

10.9 DPA 9 - COMMERCIAL

10.9.1 JUSTIFICATION

Development Permit designation is warranted to promote a high standard of design in commercial projects and to guide the integration of new commercial use into the areas for which they are proposed.

Generally, the low scale of the buildings in Cumberland gives the appearance of a comfortable and welcoming streetscape. The retail commercial buildings in Cumberland are generally one and two storeys tall with retail space located on the street level and office, storage or residential uses located in the upper stories.

It is the objective of the Village to ensure that new commercial land uses proposed within the existing industrial areas along Cumberland Road and along the Highway 19 interchange and elsewhere in the Village, maintain and enhance the existing form and scale of commercial development within the Village.

The guidelines provide a statement of expectations for commercial developments that will aid the assessment of an individual project on a site- specific basis, thus promoting quality commercial developments.

It is also objective of the Village to encourage new development that incorporates energy and water conservation principles as well designs that work towards reducing greenhouse gas emissions.

This Commercial Development Permit Area supports the goals, objectives and policies of this OCP, including but not limited to the following relevant sections of the OCP:

- Growth Management (Section 5.0)
- Transportation and Connectivity (Section 5.0)
- Economic Development (Section 6.0)
- Tourism (Section 6.0)
- Environmental Preservation (Section 7.0)
- Views and Landscape Character (Section 7.0)
- Climate Change and Adaptability (Section 7.0)
- Recreation, Leisure and Parks (Section 8.0)

10.9.1 CATEGORY

This development permit area is designated pursuant to s.919.1(1)(f), (h), (i), and (j) of the LGA.

- f) Establishment of objectives for the form and character of commercial development
- h) Establishment of objectives to promote energy conservation
- i) Establishment of objectives to promote water conservation
- j) Establishment of objectives to promote the reduction of greenhouse gas emissions

10.9.2 DESIGNATED AREAS

The areas shown on **Map C** are designated as Development Permit Area No. 9.

10.9.3 EXEMPTIONS

- 1) A Development permit is not required in the following circumstances:
 - a. Farm Operations as defined under the *Farm Practices Protection (Right to Farm) Act* on properties with Farm Status pursuant to the *BC Assessment Act* where such activity is carried on in accordance with normal farm practices as defined under that Act
 - b. Forestry activities in accordance with the *Forest Act* or *Private Managed Forest Land Act* and subsequent legislation that are not subject to regulation under the LGA
 - c. Mining activities in accordance with the *Mines Act* and subsequent legislation that are not subject to regulation under the LGA
 - d. Hydroelectric facilities licensed by the Province
 - e. Construction involving a building floor area of 10.0square metres or less (does not include additions to existing dwelling(s))
 - f. Internal alterations to a building or structure
 - g. Erection of fences 2.0metres or less in height
 - h. Stream enhancement and fish and wildlife habitat restoration works that are approved by the provincial ministry responsible for the environment and the federal department responsible for fisheries and oceans where notification is given to the Village
 - i. In-stream work as approved by Section 9 of the *Water Act*, or subsequent legislation
 - j. Riparian planting of native vegetation
 - k. Public infrastructure works undertaken by the Village or their agents, and where such necessary works have been approved by senior government agencies
 - l. Subdivision
 - m. For the addition or alteration of a principal building, where the value of the proposed construction is less than \$50,000.00; and the proposed construction is located within an interior side or rear yard

10.9.4 GUIDELINES

Guidelines are specified in the “Corporation of the Village of Cumberland Zoning Bylaw, No. 717, 1997”, and amendments thereto, on a site-specific basis.

For any stand-alone industrial use development within a Commercial Area (DPA 9) the guidelines in “Industrial (DPA 5)” apply.

1) Site Design

- a. The Village will work with the principles of Crime Prevention Through Environmental Design (CPTED) in the consideration site design and landscaping
- b. Site Design should consider the preservation of natural site features
- c. Site Design should protect the enhancement of view corridors to open areas and viewsapes
- d. Site layout should consider locating buildings in order to provide pedestrian courtyards and common gathering areas with coordinated site furniture and lighting
- e. Incorporate plazas, courtyards or similar pedestrian amenities that are easily accessible and comfortable for a substantial part of the year
- f. Ensure the safe, efficient, convenient, and functional movement of multiple modes of transportation
- g. Give priority to alternate modes of transportation, including public transit, bicycles, and pedestrians
- h. Promote the safety and mobility of through traffic by minimizing the number of access and egress points
- i. Service areas should be located at the rear of buildings
- j. Site buildings so that the relationships between buildings are strengthened and pedestrian and vehicular circulation is facilitated
- k. Site and design buildings to maximize the use of solar gain for energy savings, and respect the solar access requirements of adjacent (existing and proposed) buildings
- l. Site buildings and parking areas so that they are set back from perimeter and interior streets a sufficient distance to create a distinct landscape zone between buildings, parking, and adjacent roadways
- m. Vary building setbacks to enhance visual interest along the streetscape

2) Landscaping

- a. All landscaping shall be irrigated by means of an automated system
- b. A landscaped buffer shall be provided along all major roads and all buildings shall be screened from view from any adjacent property zoned for residential use as effectively as possible through the use of landscaping, solid sound attenuating fencing, and siting
- c. All waste disposal and recycling bins shall be screened on three sides within a solid walled animal-proof enclosure, not less than 2.0metres in height
- d. Such elements as shipping and loading areas, outdoor storage areas, transformers, and meters shall be additionally screened landscaping, solid fencing, and appropriate siting

- e. Building footprints should be located to create opportunities for plazas, courtyards, or garden patio areas with appropriate site furniture and lighting
- f. The appearance of both the buildings and the site landscaping should have a strong emphasis toward public street views, incorporating a concept that emphasizes the public realm
- g. Landscape plans will be provided at the developer's expense, which have been prepared by a landscape professional utilizing plants appropriate to the growing conditions. The plan shall include a complete plant list and cost estimate. A performance security will be required before the Permit is issued
- h. Site Design should incorporate significant soft and hard landscape elements
- i. Treat vehicle entrances as design/landscape features or "gateways"
- j. Parking areas should be screened with appropriate landscaping
- k. Define building and parking area entrances
- l. Landscaping should:
 - i. Provide shade and climate control
 - ii. Enhance the aesthetics of Commercial developments
 - iii. Provide increased amenities for users
 - iv. Create a pedestrian friendly environment
 - v. Break up the mass of buildings
 - vi. Soften architectural materials
 - vii. Enhance the streetscape/parkway environment
 - viii. Provide buffers between incompatible land uses or site areas. Drought tolerant plant species that are native to the region or suitable to this climate should be used
 - ix. Ensure linkages with nearby areas and neighbourhoods are fully considered in the development of the works proposed
 - x. Improve the safety, function access and appearance of the area over the expected life of the landscaping and provide an accessible environment

3) Accessibility

- a. Accessibility features shall be integrated into the overall design concept and identified on the site plans
- b. Accessible travel routes shall be provided from adjacent roadways and parking areas to the main building entry and shall incorporate barrier-free universal design principles
- c. Accessible travel routes shall be of a hard, slip- resistant surface with a minimum width per requirements of the most current edition of the British Columbia Building Code (BCBC)
- d. Accessible travel routes shall conform to the requirements of the most current edition of the BCBC

4) Building Form and Character

- a. Buildings shall be sited to ensure that any adjacent residential properties have visual privacy, as well as protection from site illumination and noise

- b. All buildings and expansions thereto, storage, parking, and supply yards shall be designed to be compatible with surrounding land uses and the major roads fronting the property
- c. The use of smooth surfaced, wood, concrete board, acrylic stucco, brick, baked enamel-finished metal siding, or metal panels are encouraged
- d. The use of untreated or unfinished concrete, metal, vinyl siding as a final building finish is prohibited
- e. Rooftop mechanical equipment shall be hidden behind screens or parapets designed as an integral part of a building to conceal such equipment
- f. Building design should include a variety of architectural design treatments, including articulated building footprints to reduce massing and to promote architectural definition and interest
- g. Building massing shall consider the preservation or enhancement of view corridors to open areas and mountain vistas
- h. Building massing should respond to a human scale with materials and details that are proportionate to human height and provide visual interest at the street and sidewalk level
- i. Building design should be visual compatibility with development on adjacent sites
- j. Building design should provide visual connections between entrances and associated pedestrian areas of individual buildings to encourage visual and physical integration into a strengthened “sense of place”
- k. Building scale should step down to adjacent to pedestrian routes and building entrances
- l. Buildings should include multi-planed, pitched roofs with meaningful overhangs and arcades
- m. Buildings should include regular or traditional window pattern
- n. Building forms should be articulated and massed with significant wall articulation (e.g., insets, canopies, wing-walls, trellises)
- o. Demonstrate recognition that strongly thematic architectural styles associated with some chain restaurants and service stores are generally undesirable and if utilized must be modified to be compatible with nearby structures and uses

5) Signs

- a. Sign illumination for new signs shall be exterior, from the front and downcast. Internally illuminated signs may include halo lighting or the direct back lighting, only for individual letters and logos, subject to any Sign Bylaw
- b. Sign heights and size shall be in context with the neighbourhood, subject to the applicable bylaw provisions
- c. No signs shall be equipped with flashing, oscillating or moving lights or beacons

6) Lighting

Natural cycles of day and night lighting are important for human health, the natural environment, astrophysical endeavors, and the conservation of energy. To minimize these

impacts, outdoor lighting should be regulated to control both the quantity and quality of night lighting.

- a. All site lighting installations shall be fully shielded (full cutoff)
- b. Light shall be shielded such that the lamp itself or the lamp image is not directly visible outside the property perimeter
- c. Security and other lighting shall be placed so as not to shine directly into residential properties or to reduce the separation effectiveness of any landscaped buffer
- d. Exterior building lighting should generally be concealed in soffits or other similar architectural features
- e. Lamp poles and luminaries used for site area lighting should be complementary to the form and character of adjacent sites and Village streetlighting standards
- f. There should be sufficient on-site illumination for pedestrian/vehicle safety. Illumination shall not encroach onto adjacent properties
- g. Adhering to the principles of Crime Prevention through Environmental Design Principles (CPTED), lighting for pedestrian pathways, building entrances and parking areas should be designed at a human scale (i.e., low level bollards) and address pedestrian safety

7) Access & Parking

Large surface parking areas may be broken down into smaller parking lots evenly dispersed throughout the development and integrated with planted, landscaped areas.

- a. Parking areas shall clearly identify pedestrian circulation areas, preferably with different paving and landscaping treatment
- b. Parking areas should be surfaced with a paving treatment (including: pervious paving, cellular paving and concrete unit pavers). Parking aisles shall provide a hard travel surface
- c. Developers are encouraged to use permeable surface treatments for roadways, parking areas and other surfaced areas within a development, where appropriate
- d. Building entrances should be prominent and clearly visible from access driveways
- e. Site designs should include provisions for multi-modal transportation
- f. All parking requirements for the development shall be met on-site

8) Energy Conservation & Reduction of Greenhouse Gas Emissions

- a. Building design should include passive heating, lighting and cooling design features
- b. Landscaping and building design should consider the incorporation of natural daylight and seasonal shade needs
- c. Building orientation should, where practical, be designed to optimize the benefits of solar orientation
- d. Building design should incorporate solar ready features
- e. Sheltered and secure bicycle parking shall be provided to a level that is consistent with the proposed use
- f. Electric Vehicle Plug-ins should be provided for new developments

- g. All buildings shall be designed and engineered to be solar ready
- h. Adaptive reuse of buildings and on-site materials is encouraged, where permitted within the BC Building Code and under relevant legislation

9) Water Conservation

- a. Development projects should incorporate rainfall capture systems for irrigation where feasible
- b. Development projects should minimize impervious areas and incorporate on-site integrated stormwater management solutions that maintain pre-development infiltration rates and site hydrology
- c. Landscape planting should be designed to reduce water consumption through the use of native and drought-tolerant plant species suitable for the growing area
- d. Landscaped areas should be watered by an automatic irrigation system, complete with an automated 'smart' controller
- e. High water use turf, sod, and lawn are discouraged

10) Stormwater

- a. A stormwater management plan shall be required as prepared by a registered professional engineer that has as its goal the maintenance of post-development flows equivalent to those of pre-development flow patterns and volumes over the entire wet weather season
- b. Stormwater management shall follow source control (on-site) principles and practices and minimize the use of conventional pipe and pond techniques, and avoid direct discharges to streams and other water-bodies
- c. Stormwater management shall take advantage of on-site opportunities to recycle water to absorbent soils, wetlands, and forests

11) Soil Erosion and Sediment Control

A Sediment and Erosion Control Plan shall be prepared by a registered profession for the construction and operational phases of the development

10.10 DPA 10 - INTENSIVE RESIDENTIAL–CARLISLE LANE

10.10.1 JUSTIFICATION

Development Permit designation is warranted to promote a high standard of design in intensive residential projects and to guide the integration of new housing into the residential neighbourhoods for which they are proposed. These guidelines provide a statement of expectations for these developments that will aid the assessment of an individual project on a site-specific basis, thus promoting quality residential environments that maintain desirable relationships to their surrounding context.

The development of coach houses in combination with secondary suites within a single family residential neighbourhood promotes increased density, efficient servicing, home-based businesses, and rental opportunities within a single family neighbourhood context. However, high quality design, including form and character is important in order to ensure:

- Privacy
- Views
- Solar access
- Outdoor enjoyment for all
- Integration within the neighbourhood

The objectives of these guidelines are to:

- Achieve a high degree of residential liveability.
- Achieve development that considers site specific characteristics.
- Achieve sensitive integration of the coach house into the single family housing.
- Promote a style of development that is compatible with the single family home and neighbourhood in terms of setbacks, landscaping and massing.
- Promote and encourage construction of quality housing.
- Accomplish the above in an energy-efficient, sustainable and responsible manner.

10.10.2 CATEGORY

This development permit area is designated pursuant to s.919.1 (1)(e), (h), (i), and (j) of the LGA.

- e) Establishment of objectives for the form and character of intensive residential development.
- h) Establishment of objectives to promote energy conservation.
- i) Establishment of objectives to promote water conservation.
- j) Establishment of objectives to promote the reduction of greenhouse gas emissions.

10.10.3 DESIGNATED AREAS

The areas shown on **Map C** are designated as Development Permit Area No. 10.

10.10.4 EXEMPTIONS

- 1) A Development permit is not required in the following circumstances:
 - a. Farm Operations as defined under the *Farm Practices Protection (Right to Farm) Act* on properties with Farm Status pursuant to the *BC Assessment Act* where such activity is carried on in accordance with normal farm practices as defined under that Act
 - b. Forestry activities in accordance with the *Forest Act* or *Private Managed Forest Land Act* and subsequent legislation that are not subject to regulation under the LGA
 - c. Mining activities in accordance with the *Mines Act* and subsequent legislation that are not subject to regulation under the LGA
 - d. Hydroelectric facilities licensed by the Province
 - e. Construction involving a building floor area of 10.0square metres or less (does not include additions to existing dwelling(s))
 - f. Internal alterations to a building or structure
 - g. Erection of fences 2.0metres or less in height
 - h. Stream enhancement and fish and wildlife habitat restoration works that are approved by the provincial ministry responsible for the environment and the federal department responsible for fisheries and oceans where notification is given to the Village
 - i. In-stream work as approved by Section 9 of the *Water Act*, or subsequent legislation
 - j. Riparian planting of native vegetation
 - k. Public infrastructure works undertaken by the Village or their agents, and where such necessary works have been approved by senior government agencies
 - l. Subdivision

10.10.5 GUIDELINES

These guidelines apply to the entire Carlisle Lane development, with the guidelines specific to “coach houses” and the properties on which they are permitted specifically noted.

- 1) Form and Scale
 - a. New Buildings should:
 - i. Create visual interest by providing variations in height, rooflines and massing
 - ii. Avoid building plans that are repetitive
 - b. Flat roofed buildings are not permitted
 - c. Large blank walls must not dominate the buildings and where windows/dormers/bays are not possible, landscaping should be used to mitigate the blank walls
 - d. Garage must not be visually prominent, mitigated through the use of staggered setbacks, and varied orientation, materials, scale, finishes and colours
 - e. The use of vinyl siding is prohibited
 - f. Trim on windows, soffits and gables should complement the primary background colour of a building

- g. Large windows should not face directly onto adjacent properties
- h. Main entrances for principal dwellings should be prominent to the street
- i. The design and siting of coach houses shall:
 - i. Be sensitive to the scale, mass and form of adjacent buildings
 - ii. Use building materials that reflect the character of the principal dwelling unit
 - iii. Not overlook and shadow adjacent properties
 - iv. Utilize all habitable space opportunities such as building into the truss system of the unit

2) Landscaping

All portions of a parcel used for intensive residential, exclusive of parking areas, driveways or sidewalks shall be landscaped with a balanced mix of grass, shrub beds and trees to create a pleasant livable environment by providing an appropriate amount of usable open space, screening and shading.

- a. A landscape plan by a landscape professional, shall be prepared with the broad objectives of providing:
 - i. Vegetative screening on private lots to protect the privacy and to mitigate noise between occupants of adjacent properties
 - ii. Low height vegetation between adjacent driveways on private lots to mitigate the visual impact of paved surfaces
 - ii. Aesthetic, social and natural benefits of street trees and plantings on public and common areas
- b. The use of drought-resistant plant species is encouraged in all landscaping
- c. Boulevard (common or public) landscaping will include street trees and grass or groundcovers
- d. Street trees of a type, spacing, and caliper size to be determined by the Village, shall be located on the public right of way within the subject development. These works shall include root barriers and irrigation
- e. Enhancement and landscaping along an adjacent lane must not contain parking or driveways
- f. Landscape plans will be provided at the developer's expense, which have been prepared by a landscape professional utilizing plants appropriate to the growing conditions. The plan shall include a complete plant list and cost estimate. A performance security will be required before the Permit is issued
- g. Private outdoor space for both the principal unit and the coach house must not constitute the same space and must be separated through landscaping

- h. Mature trees must not be cut down or damaged, wherever possible. Any trees removed by the Owners and occupiers must be replaced to meet the principle of “no net loss” of significant plant material. Replacement plantings must be sufficient in number, size, type and maturity in order to off-set its removal; Subsequent owners and occupiers must not remove replacement plantings installed by the developer or previous owner
- i. All landscaping is to be installed, staked, and mulched according to BC Landscape and Nursery Association standards
- j. Garbage and recycling systems must be placed in predetermined locations within the lane, in an enclosed area, garage, or adjacent to parking areas. Garbage and recycling areas and containers must be animal proof
- k. Fences must be constructed of wood. All wooden fencing and other wooden landscape components must not be left untreated unless the wood naturally has some preservative qualities (i.e., Western red cedar)

3) Driveways and Parking

- a. Paved driveway surfaces must not be wider than 5.0metres
- b. Where possible, parking for a coach house must not be accessed from the frontage road, but rather a secondary access in order to disperse traffic associated with any single property
- c. Parking areas for all recreational vehicles, trailers and boats, including commercial or industrial vehicles (if permitted by bylaw), must be parked behind the front face of the primary dwelling unit. This requirement must be met whenever these vehicles are on the property; there is no “temporary” storage or parking areas permitted

4) Outside Amenity Area

- a. A coach house must have an outside amenity area in the form of a deck, dedicated yard, garden or similar feature. A parking area does not qualify as an outside amenity area
- b. The amenity area must not be narrower than 2.5metres and must not be less than 10.0square metres in area
- c. Decks and balconies shall not overlook adjacent properties

5) Safety Features

- a. The civic addressing for a coach house must be visible from the primary street frontage
- b. A coach house shall have a dedicated, unobstructed, hard surfaced path, not be less than 1.0metre in width that links the coach house to public street or lane. The pathway shall be lighted in such a way as to not impact neighbouring properties. Vertical clearance must not contradict fire safety requirements and standards of the Village and maintenance must not contradict Village bylaws

6) Energy and Water Conservation

- a. Building units must not use any appliances that are not Energy Star certified
- b. Building siting and landscaping should consider passive solar exposure in wintertime and the reduction of sun penetration in summer
- c. Solar energy systems or pre-plumbing for future installation should be considered

- d. Natural infiltration of rainwater into the ground must be incorporated into the lot drainage management system unless the engineering and geotechnical reports confirm that the soils are not suitable for on-site infiltration
- e. Landscaping must not be developed without consideration of water-smart landscaping principles

7) Lighting

- a. Lighting for parking areas must not spill onto the neighbours' property or on to other units on the same property
- b. Motion-activated security lights must not create any light spillage on neighbouring buildings
- c. Lights from parked cars must not affect adjacent properties, but rather must be effectively prevented by the use of screening/fencing and/or landscaping and/or fencing

8) Stormwater

It is recognized that the clearing, grading and servicing of sites alters their natural hydrology patterns. In recognition of this fact, it shall be required that each development prepare a stormwater management plan that has as its goal the maintenance of post-development flows equivalent to those of pre-development flow patterns and volumes over the entire wet weather season. This stormwater plan shall be prepared by a Professional Engineer and may make use of such devices as wet or dry detention ponds, constructed wetlands, or other devices as deemed suitable and consistent with accepted engineering practice.

9) Soil Erosion and Sediment Control

A Sediment and Erosion Control Plan shall be prepared by a registered profession for the construction and operational phases of the development

10.11 DPA 11 - INTERCHANGE LANDS

10.11.1 JUSTIFICATION

The guidelines reflect the intent of conceptual development plans provided as a ‘proof of concept’ during the rezoning process for the lands. Guidelines are intended to provide development controls that will guide developers in the preparation of detailed development proposals. There is a need to buffer and to minimize the built form onto adjacent public realms including the existing neighbourhoods in the Village. The guidelines are structured to provide principles and a general set of acceptable solutions for the character, built form and public realm. The guidelines are intended to allow the design process to inform the preparation of a development proposal.

The objectives of these guidelines are:

- Encourage opportunities for community surveillance and safety through clustering uses, parking and identified walkways
- Complementary retail uses
- Encourage the use of building finishes and forms that have a historic precedent in the Village
- Neighbourly integration of commercial uses with the residential area
- Promote safe pedestrian oriented streets and parking areas
- Promote connectivity to area trails and public parks
- Distinct identity and character within the Village
- Minimize building impact
- Promote the use of local materials and regional precedents
- Promote barrier free access and design

10.11.2 CATEGORY

This development permit area is designated pursuant to s.919.1(1) (d),(f), (g), (h), (i), and (j) of the LGA.

- d) Revitalization of an area in which a commercial use is permitted
- f) Establishment of objectives for the form and character of multi-family residential development
- g) Establishment of objectives for the form and character of commercial development
- h) Establishment of objectives to promote energy conservation
- i) Establishment of objectives to promote water conservation
- j) Establishment of objectives to promote the reduction of greenhouse gas emissions

10.11.3 DESIGNATED AREAS

The areas shown on **Map C** are designated as Development Permit Area No. 11.

10.11.4 EXEMPTIONS

- 1) A Development permit is not required in the following circumstances:
 - a. Farm Operations as defined under the *Farm Practices Protection (Right to Farm) Act* on properties with Farm Status pursuant to the *BC Assessment Act* where such activity is carried on in accordance with normal farm practices as defined under that Act

- b. Forestry activities in accordance with the *Forest Act* or *Private Managed Forest Land Act* and subsequent legislation that are not subject to regulation under the LGA
- c. Mining activities in accordance with the *Mines Act* and subsequent legislation that are not subject to regulation under the LGA
- d. Hydroelectric facilities licensed by the Province
- e. Construction involving a building floor area of 10.0square metres or less (does not include additions to existing dwelling(s))
- f. Internal alterations to a building or structure
- g. Erection of fences 2.0metres or less in height
- h. Stream enhancement and fish and wildlife habitat restoration works that are approved by the provincial ministry responsible for the environment and the federal department responsible for fisheries and oceans where notification is given to the Village
- i. In-stream work as approved by Section 9 of the *Water Act*, or subsequent legislation
- j. Riparian planting of native vegetation
- k. Public infrastructure works undertaken by the Village or their agents, and where such necessary works have been approved by senior government agencies
- l. For the addition or alteration of a principal building, where the value of the proposed construction is less than \$50,000.00; and the proposed construction is located within an interior side or rear yard
- m. Subdivision

10.11.5 GUIDELINES

1) Site Design

- a. Each dwelling shall be provided with a minimum of 10.0square metres of open space. This space can be provided in the form of private open space such as balconies, courtyards, patios, porches, roof gardens and semi-private open space such as gardens, courtyards and landscaped setbacks to residential buildings
- b. Plazas
 - i. Plaza design shall provide ease of pedestrian flow to primary routes
 - ii. In general, a plaza should be a relatively open and uncluttered space, with clear sightlines to ensure visibility, surveillance and security

- iii. The edge buildings of a central plaza should:
 - .1 Maintain a continuous façade at the edge on all sides
 - .2 Provide for active retail uses or visually interesting commercial, community, or residential uses at the first floor and above overlooking the space
 - .3 Provide for rain protection at building edges
- c. The Village will work with the principles of Crime Prevention Through Environmental Design (CPTED) in the consideration site design and landscaping
- d. Site design should consider the preservation of natural site features
- e. Site design should consider the preservation and enhancement of view corridors to open areas and viewsapes
- f. Site design should give priority to alternate modes of transportation, including public transit, bicycles and pedestrians
- g. Building setbacks shall be varied to enhance visual interest along the streetscape

2) Landscaping

- a. Local building materials and finishes (e.g., stones, heavy timber) should be used
- b. Standard paving materials (i.e., materials such as asphalt and concrete) should be used for the majority of the streets and secondary sidewalks
- c. Higher quality paving (i.e., interlocking concrete pavers, brick and stone) should be used in highly public, special spaces such as squares, courts, pedestrian right of ways and primary sidewalks
- d. All landscaping shall be irrigated by means of an automated system
- e. A landscaped buffer shall be provided along all major roads and all buildings shall be screened from view from any adjacent property zoned for residential use as effectively as possible through the use of landscaping, solid sound attenuating fencing, and siting
- f. All waste disposal and recycling bins shall be screened on three sides within a solid walled animal-proof enclosure, not less than 2.0metres in height
- g. Landscape plans will be provided at the developer's expense, which have been prepared by landscape professional utilizing plants appropriate to the growing conditions. The plan shall include a complete plant list and cost estimate. A performance security will be required before the Permit is issued
- h. Landscaping should:
 - i. Provide shade and climate control
 - ii. Enhance the aesthetics of Commercial developments
 - iii. Provide increased amenities for users
 - iv. Create a pedestrian friendly environment
 - v. Break up the mass of buildings
 - vi. Soften architectural materials
 - vii. Enhance the streetscape/parkway environment
 - viii. Provide buffers between incompatible land uses or site areas

- ix. Use drought tolerant plant species that are native to the region or suitable to this climate

3) Accessibility

- a. Accessibility features shall be integrated into the overall design concept and identified on the site plans
- b. Accessible travel routes shall be provided from adjacent roadways and parking areas to the main building entry and shall incorporate barrier-free universal design principles
- c. Accessible travel routes shall be of a hard, slip- resistant surface with a minimum width per requirements of the most current edition of the British Columbia Building Code (BCBC)
- d. Accessible travel routes shall conform to the requirements of the most current edition of the BCBC

4) Building Form and Character—General

- a. Metal finishes should be limited to structural frameworks and elements, roofing and siding material
- b. Entries should include a significant architectural element to ensure that the building entry is prominent and provides legibility and identity
- c. The use of reflective glass, mirrors or other highly reflective material is not permitted as entry material finishes
- d. Local building materials and finishes (e.g., stones, heavy timber) are encouraged as part of exterior building treatment
- e. Composition of materials along the length of a façade should reinforce the sense of multiple buildings, and minimize the apparent length of a building
- f. Glazed canopies and weather protection are required at building entries and where possible at select walkways
- g. Guidelines for ground floor façades:
 - i. Corners should be visually prominent and need to be strongly defined with special features wherever possible
 - ii. Wherever possible, the use of blank walls at grade level should be avoided
- h. Guidelines for above ground floor façades:
 - i. Blank walls may only be above the ground floor where windows are not recommended. Such walls shall be addressed with a range of options such as articulation, surface detailing, material, and texture
 - ii. Insets up to 3.0metres deep and up to 10.0metres long for façade walls are permitted above the ground floor
- i. Buildings with large visible roof areas, as seen from surrounding roads and higher buildings, should where possible incorporate roof articulation elements or green roof design to reduce the visual impact and expanse of flat roof area
- j. Mechanical enclosures shall not to be visible from the public realm or from adjoining buildings

- k. A variety of balcony typologies are encouraged depending on the streetscape character, including recessed, cantilevered, concealed, open or screened
- l. Buildings shall be designed to take account of prevailing wind directions and minimize potential wind tunneling effects
- m. Buildings should be sited to ensure that any adjacent residential properties have visual privacy, as well as protection from site illumination and noise through landscaping or sound attenuating fences
- n. Buildings should include regular or traditional window pattern
- o. Thematic architectural styles associated with some chain restaurants and service stores are generally undesirable and if utilized shall be modified to be compatible with nearby structures and uses

5) Building Form and Character–Retail/Commercial

- a. The expansive use of reflective glass is not permitted
- b. An entry door should be recessed from 1.2 to 1.6metres from the shop front to provide a more articulated and fine grade appearance
- c. Common entries to upper levels should be defined by an entry walk from the footpath that is separated from retail or office entries that are serving at-grade uses in the same building

6) Building Form and Character–Residential

- a. Entries to residential lobbies along a retail street should be defined and identifiable as distinct from retail shop fronts, yet be sheltered and semi-private in character
- b. Buildings with a setback greater than 3.0metres should provide a patio or walled courtyard. Buildings with a setback less than 3.0metres should provide a landscape area appropriate to the internal use to provide a transition between the footpath and unit
- c. Flat roofs are discouraged
- d. Limited encroachments up to 1.0metre in depth are permitted into the setback for balconies, unit end walls, entry covers, and similar architectural features
- e. At least one primary balcony should be provided for each residential unit that does not have an alternate outdoor private open space
- f. Parking entries to residential buildings shall be consolidated. Individual parking entries for single units are not permitted
- g. Wherever possible, parking entries and gates should be located at the side of the building and accessed from a lane to minimize visual impacts from the street
- h. Wherever parking can only be configured with access directly from a street, the entry design shall be integrated with the larger façade and the entry point shall be recessed

7) Signs–General

- a. Sign illumination for new signs should be exterior, from the front and downcast. Internally illuminated signs may include halo lighting or the direct back lighting, only for individual letters and logos, subject to any Sign Bylaw

- b. Sign heights and size shall be in context with the neighbourhood, subject to the applicable bylaw provisions
- c. No signs shall be equipped with flashing, oscillating or moving lights or beacons
- d. Signs for common entries of residential buildings should be integrated with architectural elements of the building or with the entry landscape character

8) Signs—Commercial

- a. Small Scale Signage
 - i. Signs in shopping street environments should be oriented to pedestrians
 - ii. Permitted Small-Scale Signage typologies include:
 - .1 Signs parallel to building face:
 - A. As an integral part of the façade
 - B. Maximum projection of 300millimetres from build-to line
 - C. Limited in height to 1.5metres
 - .2 Signs perpendicular to building face:
 - A. The bottom of the sign shall be a minimum height of 3.0metres above street level
 - B. Signs located below an awning may be attached to the building face or hanging from the awning
 - C. Signs hanging from an awning shall not to extend beyond the outer edge of the awning
 - D. Signs above an awning attached to a building face are limited to locations where non-residential uses are present at the first level or above
 - .3 Signs attached to outer face of awning:
 - A. Shall have a maximum vertical dimension of 300millimetres
 - B. To be integrated with the design of the awning

9) Lighting

Natural cycles of day and night lighting are important for human health, the natural environment, astrophysical endeavors, and the conservation of energy. To minimize these impacts, outdoor lighting should be regulated to control both the quantity and quality of night lighting.

- a. All site lighting installations should be fully shielded (full cutoff)
- b. Light should be shielded such that the lamp itself or the lamp image is not directly visible outside the property perimeter
- c. Security and other lighting should be placed so as not to shine directly into residential properties or reduce the separation effectiveness of any landscaped buffer
- d. Exterior building lighting should generally be concealed in soffits or other similar architectural features
- e. Lamp poles and luminaries used for site area lighting should be complementary to the form and character of adjacent sites and Village streetlighting standards

- f. There should be sufficient on-site illumination for pedestrian and vehicle safety. Illumination should not encroach onto adjacent properties
- g. Adhering to the principles of Crime Prevention through Environmental Design Principles (CPTED), lighting for pedestrian pathways, building entrances and parking areas should be designed at a human scale (i.e., low level bollards) and address pedestrian safety

10) Access & Parking

Large surface parking areas may be broken down into smaller parking lots evenly dispersed throughout the development and integrated with planted landscaped areas.

- a. Pedestrian sidewalks (inclusive of street tree planting) on both sides of the street are generally a minimum of 3.0metres within retail areas, and a minimum of 2.0metres within residential areas
- b. Streets shall be scaled and configured to calm traffic, provide for safe bicycle use within the travel lane and provide for ease of parallel parking
- c. Streets shall provide a complete network of pedestrian sidewalks and crossings to reinforce pedestrian-friendly use
- d. Sidewalks should provide connections to paths extending to other parts of the community
- e. Primary Sidewalks
 - i. Widths of primary sidewalks should range from 3.0–6.0metres to allow for a high volume of pedestrians, and in certain locations, opportunities for café seating and umbrellas
 - ii. Service locations and access points shall be appropriately placed to minimize visual impact and shall be located away from primary circulation paths and key corner locations
- f. Secondary Sidewalks

Shall be a minimum of 2.0metres wide and located along all other streets and access ways into parking areas
- g. Servicing:
 - i. Dedicated servicing areas shall not be visible from the public realm, and access points from the street shall be limited to a driveway crossing with docks screened from view
 - ii. At-grade service areas should be sized to fully accommodate service vehicles within the enclosed service area
 - iii. Crossings of pedestrian walkways and vehicular driveways by service access corridors shall be identified and marked with contrasting paving material—in both colour and texture, and where appropriate by a slightly raised roll over curb walkways of at least 150millimetres to 250millimetres high, and spanning the width of the affected walkway
 - iv, Commercial
 - .1 Minimize the number of entry points for servicing by providing service lanes and by grouping docks and associated services off single entry points

- .2 Each service dock should integrate loading, rubbish, and recycling and mechanical servicing requirements as appropriate
 - v. Residential
 - .1 Servicing access and docks related to residential sites should be separate from the commercial servicing wherever possible
 - .2 The visual presence of service or parking entries at the street shall be minimized by incorporating them into the façade design
 - h. Parking areas shall clearly identify pedestrian circulation areas, preferably with different paving and landscaping treatment
 - i. Parking areas should be surfaced with a paving treatment (including: pervious paving, cellular paving and concrete unit pavers). Parking aisles shall provide a hard travel surface
 - j. Developers are encouraged to use permeable surface treatments for roadways, parking areas and other hard surfaced areas within a development, where appropriate
 - k. Site designs should include provisions for multi-modal transportation
 - l. All parking requirements for the development shall be met on-site
- 11) Energy Conservation & Reduction of Greenhouse Gas Emissions
- a. Building design should include passive heating, lighting and cooling design features
 - b. Landscaping and building design should consider the incorporation of natural daylight and seasonal shade needs
 - c. Building orientation should, where practical, be designed to optimize the benefits of solar orientation
 - d. Building design should incorporate solar ready features
 - e. Sheltered and secure bicycle parking shall be provided to a level that is consistent with the proposed use
 - f. Electric vehicle plug-ins should be provided for new developments
 - g. All buildings shall be designed and engineered to be solar ready
 - h. Adaptive reuse of buildings and on-site materials is encouraged, where permitted within the BC Building Code and under relevant legislation
- 12) Water Conservation
- a. Development projects should incorporate rainfall capture systems for irrigation where feasible
 - b. Development projects should minimize impervious areas and incorporate on-site integrated stormwater management solutions that maintain pre-development infiltration rates and site hydrology
 - c. Landscape planting should be designed to reduce water consumption through the use of native and drought-tolerant plant species suitable for the growing area
 - d. Landscaped areas should be watered by an automatic irrigation system, complete with an automated 'smart' controller

- e. The use of high water use turf, sod and lawn is discouraged

13) Stormwater

- a. A stormwater management plan shall be required as prepared by a registered professional engineer that has as its goal the maintenance of post-development flows equivalent to those of pre-development flow patterns and volumes over the entire wet weather season
- b. Stormwater management shall follow source control (on-site) principles and practices and minimize the use of conventional pipe and pond techniques, and avoid direct discharges to streams and other water-bodies
- c. Stormwater management shall take advantage of on-site opportunities to recycle water to absorbent soils, wetlands, and forests

14) Soil Erosion and Sediment Control

A Sediment and Erosion Control Plan shall be prepared by a registered professional for the construction and operational phases of the development

11.0 HCA1 - HISTORIC VILLAGE COMMERCIAL CORE

11.1.1 JUSTIFICATION

Pursuant to *Local Government Act* s.970.1, s.971, s.972, a heritage conservation area (HCA) is a distinct district identified for heritage conservation purposes in an official community plan. The HCA is intended to provide long-term protection of the Historic Village Commercial Core (HVCC), which contains resources with special heritage value or heritage character. The HVCC, (**Map D**) is located along Dunsmuir Avenue between First and Fifth Street, and stands as one of few surviving early mining town commercial areas on Vancouver Island. The historic form and scale of commercial buildings in the downtown area of Cumberland are integral to the appearance, feeling, and ambience of this predominately commercial area. The objective of this designation is to ensure that revitalization or new development in the downtown area is compatible with the scale and character of the existing downtown heritage character.

The heritage features and characteristics of the HVCC form a direct link with Cumberland's historic past. As typical with prosperous resource driven towns, a mix of businesses, institutions, and residences evolved to support a rapidly growing population. Even with economic depressions throughout the mining era, the Village boasted significant cultural, institutional, and business amenities. The outcome of this growth legacy is a high level of civic pride, community voice coupled with a strong sense of place. This has attracted businesses, visitors, and residents alike. The past 120 years has seen changes to the downtown commercial core either through fires, demolition or remodeling. Despite this, the core heritage character of buildings and streetscape has remained mostly uniform along Dunsmuir Avenue. This is a significant asset and opportunity for the Village. The value and character of this area provides the potential to greatly contribute to the near and long term economic and cultural well-being of the community. Subsequently, this area justifies stewardship, conservation, and repurposing of the downtown commercial core buildings and streetscape.

The earlier company town of Union was built in 1888 by coal baron, Robert Dunsmuir and Union Camp in 1889. The town of Cumberland was built further east in 1893. The current Cumberland Village site began development in 1893, with the layout of streets and blocks from First to Fifth Street and between Allen to Windermere Avenue, by the Union Colliery Company Surveyor Frank B. Smith²⁶. Many residents of Union moved into Cumberland, leaving Union to the various ethnic communities. Cumberland was named after the county in England, known for its coal mining and beautiful lake country. The two towns were amalgamated in 1967.

Many of the Union Camp houses still remain on Camp Road, nowadays officially called Dunsmuir Avenue. Some homes in the black and Japanese sections of Union are still lived in to the west of Cumberland. This settlement started with the building of the Down Camp, as well as areas populated by Chinese and Japanese migrant labourers, who helped with the opening of mines, 1, 2, and 3²⁷.

Notable Character defining elements of this area include:

²⁶ Jennifer Nell Barr, *Cumberland Heritage: A Selected History of People, Buildings, Institutions and Sites 1888-1950*, p.37-38

²⁷ *Cumberland Heritage Walks Brochure*, The Corporation of the Village of Cumberland, p.3-4

- a. A generally intact and unified streetscape of commercial and some residential buildings that illustrate the development period of the late 19th and first half of the 20th century, including buildings built to the street frontages
- b. Architectural features such as cubic massing and dense site coverage, generally limited to one or two stories
- c. Continuing commercial viability with a variety of independent businesses, and a mix of institutional and residential uses
- d. Typical wood-frame construction for both early residential and commercial architecture
- e. Street façades that are more elaborate than the more utilitarian rear façades

Additional notable features and characteristics of this area include:

- a. Remaining examples of the “storefront” design incorporating large glazed display frontage, awnings and signage indicative of the late 19th and early 20th century “Pioneer” style
- b. Remaining examples of historic architectural detailing and materials, such as brackets, wood siding
- c. The use of pitched roofs, porches and verandahs; wood siding and wooden-sash windows; trim and soffits
- d. Punched window openings and projecting cornices at the rooflines

In 1993, the Village prepared the “Village of Cumberland Heritage Conservation Management Plan”, and more recently in 2008, a “Cumberland Enhancement Study” that identified Dunsmuir Avenue between First and Fifth Street as a ‘Historic Commercial Core’. Creating a Heritage Conservation Area for the Historic Village Commercial Core is a critical foundation towards achieving appropriate, consistent, and sensitive revitalization of this designated area.

11.1.2 OBJECTIVES

- 1) In alignment with objectives and policies outlined in **Part C** Section 5.0 Built Environment, this HCA is designated to achieve the following specific core objectives:
 - a. To recognize and enhance the historic nature of the Historic Village Commercial Core designated on **Map D** for the benefit of present and future generations
 - b. To ensure that building restorations, rehabilitations, renovations or alterations, and Property development or redevelopment within the HCA respects the history and enhances the heritage character and heritage value of the HVCC
 - c. To promote conservation, restoration, and heritage sensitive rehabilitation and renovation of the heritage buildings in the HCA, where such are listed
 - d. To regulate subdivision within the HCA, in a manner consistent with the guidelines and heritage scale of the area
 - e. To accommodate infill development that is consistent with the existing heritage buildings and enhances the heritage character of the HVCC
 - f. To promote appropriate adaptive reuse of existing buildings
 - g. To support densification of the surrounding residential area designated under *DPA 6 Residential Infill*

- h. To continue to promote a pedestrian friendly, accessible, vibrant, and animated historic downtown Village core
- i. For greater certainty, to accommodate, encourage and manage infill development on existing vacant lots to ensure that new buildings constructed within this HCA are designed and maintained so as not to detract from the overall effect and character of the surrounding original structures, and therefore, all new construction built on vacant properties located within the boundaries of the Heritage Conservation Area must be consistent with the Guidelines

11.1.3 CATEGORY

Sections 970 and 971 of the LGA allow local governments to, for the purposes of heritage conservation, designate Heritage Conservation Areas. Pursuant to s970.1 (1) of the LGA, the area that is hatched and circumscribed by solid lines on **Map D** is designated as Heritage Conservation Area HCA 1, Historic Village Commercial Core (HVCC). For continuity, this also includes development permit designations under LGA s.919.1(1):

- h) Establishment of objectives to promote energy conservation
- i) Establishment of objectives to promote water conservation
- j) Establishment of objectives to promote the reduction of greenhouse gas emissions.

11.1.4 DESIGNATED AREAS

The area shown on **Map D** is designated as Heritage Conservation Area No.1 (HCA-1)

11.1.5 APPLICATION

11.1.5.1 Heritage Alteration Permit

- 1) A Heritage Alteration Permit (HAP) is required pursuant to s.971 to 973 of the LGA, noting current statutory language indicates a person must not do any of the following unless a heritage alteration permit authorizing the action has been issued:
 - a) Subdivide land within the area
 - b) Start the construction of a building or structure or an addition to an existing building or structure within the area
 - c) Alter a building or structure or land within the area
 - d) Alter a feature that is protected heritage property, and for greater certainty
 - e) A Heritage Alteration Permit is required for the demolition of a building
- 2) In those cases where zoning requirements are considered for variance, the heritage character of the area will remain the primary concern.

11.5.2 EXEMPTIONS

- 1) In accordance with section 970.1(3)(a) of the *Local Government Act*, a heritage alteration permit is not required under any of the following conditions:
 - a) Exterior maintenance and repairs of buildings with materials, design and colours that are consistent with these guidelines so long as there are no changes to overall

appearance or design, including permitting repainting in historically appropriate colours or routine upkeep. **However**, any alterations to windows, siding or architectural features **will require** a Heritage Alteration Permit

- b) Alterations or repairs to existing single family residences
- c) Soft Landscaping that does not affect the heritage character of the Historic Village Commercial Core or the heritage value of the property
- d) Construction and maintenance activities carried out by, or on behalf of, the Village
- e) Regular and emergency Village maintenance of municipal infrastructure conducted in a manner that is consistent with the objectives of the Heritage Conservation Area designation
- f) Public art as approved by Council
- g) Interior renovations

11.2 GUIDELINES

11.2.1 GENERAL REQUIREMENTS

The Guidelines provide for the conservation of the character of the HVCC by managing change that complements the established Village commercial streetscape and maintains the integrity of the historic architectural forms. It is essential to the integrity of a Heritage Conservation Area to have the established heritage character serve as inspiration for new development.

- 1) Property owners proposing to construct new buildings in the HCA shall look to the unique and special characteristics of the HVCC for design cues and guidance. Most important of these is the scale of the commercial area. The existing Downtown Commercial Core in Cumberland is a pedestrian scaled environment, with a range of with one and two storey commercial buildings built from the late 19th century to the present day. This does not however, preclude an increase in storeys within the HCA, to encourage densification and multiple uses. New construction shall enhance this quality of the historic downtown core, as well as respect the scale and massing of adjacent buildings. Stepping back storeys from the setback line above commercial floors, allows for balconies and reduced impact of taller buildings in the pedestrian streetscape.
- 2) The current edition of Parks Canada Standards and Guidelines for the Conservation of Historic Places in Canada shall be used as the basis for review. The Standards and Guidelines outline principles and procedures for the appropriate treatment of historic buildings and structures, including different levels of intervention. Research is central to guiding proper conservation. Historic photos, archival records, and a careful examination of the building itself often yield clues as to what was located where, what materials were used, original colours, etc. This is especially true for windows and doors, signature elements of every building.
- 3) Owners of heritage buildings are encouraged to gather as much information as possible before undertaking any alterations. The following HVCC Conservation Area Guidelines provide additional area-specific guidance for appropriate interventions.
- 4) These Guidelines are based on a review of the existing conditions of the area and how best to manage the character of the historic building stock while allowing change in the area, including new construction. The form, character, and sense of place of the Historic Village Commercial

Core is reliant on the existent stock of buildings, structures and landscape elements, and it is essential that all components work together to provide an integrated and harmonious fashion.

- 5) The core principles of the Guidelines are based on the integrity of individual buildings, an understanding of the original design concept for each structure, and integration of each building within the commercial core context. Any proposed work must conform to existing zoning. Special requirements related to heritage situations can be enabled either through Heritage Alteration Permits or other heritage protection tools.

11.2.2 GUIDELINES

1) General

- a. Restorations or renovations should retain the existing siting, roofline design, height, and number of storeys of the affected building or structure. Where foundations require replacement, the siting and height of the affected building or structure may be reasonably altered. Whenever possible, original forms, materials and details should be uncovered or left in place, and preserved
- b. Alterations shall not be made to a building that interferes with the relationship of the upper and lower storey
- c. The retail/commercial appearance of the street level of a building shall not be significantly altered from the original
- d. The Village requires the adaptive re-use of residential structures on Dunsmuir Avenue for commercial purposes provided the renovations of the structure respect and do not significantly alter the exterior character of the residential building
- e. The Village requires new construction, especially which is proposed by chain stores or fast food restaurants, conforms to the design objectives of the HCA
- f. Consolidation of properties into large parcels shall be discouraged unless the proposed building design is sensitive to the small scale shop frontages typical in the commercial area of Cumberland
- g. The use of shipping containers and similar containers and structures shall be avoided, but if no alternative exists to provide storage or other accessory uses for the corresponding principal uses within existing buildings, these containers and structures must be adapted to meet all siting and design guidelines as if they were buildings

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2) Site Design

- a. The downtown commercial area is the social, cultural, historic, and economic heart of the Village. It is also the most visible part of the community and requires special design consideration which extends beyond the buildings themselves to the site development. All new construction must meet the common parking standard as outlined in the Village's zoning bylaw, and on-site parking will be located at the rear of the lot with access from the rear lane
- b. All developments will be required to reserve a non-buildable area a minimum of 1.5metres, and grant a Statutory Right-of-Way (SRW) for that area along the rear lane to enable the Village to construct and maintain a lane of sufficient width to provide rear access, travel, and snow removal
- c. No vehicle access will be permitted off Dunsmuir Avenue
- d. Where a rear access lane is present, access shall be from the rear lane
- e. Site layout shall consider locating buildings in order to incorporate pedestrian courtyards, plazas, and common gathering areas with coordinated site furniture and lighting
- f. Site design shall consider the preservation or enhancement of natural site features
- g. Site design shall maintain key view corridors to open areas and surrounding landscape vistas
- h. The proposed development shall demonstrate the principles of Crime Prevention through Environmental Design (CPTED) in the implementation of the site and landscaping design process
- i. Service areas should be located at the rear of buildings; outside storage areas and the use of shipping containers should be avoided, but if no other option exists, should be located at the rear of buildings.

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3) Landscaping

- a. Landscaping shall respect the heritage character of the area and be consistent with neighbouring properties. Property owners are encouraged to use plantings and landscape elements that reflect the historic development of HVCC. Mature plantings that provide historic context, and character-defining elements, shall be taken into consideration in any redevelopment of the site or before undertaking any new construction
- b. In order to maintain the existing open appearance, owners or designates are encouraged to limit whenever possible the height of fences or solid hedges between the front of the principal building and the front lot line
- c. Where construction of a new fence is contemplated, owners or designates are encouraged to erect a fence or wall of historic appearance (e.g., various styles of pickets or stone walls)
- d. Landscaped areas shall be watered by an automatic irrigation system, complete with an automated 'smart' controller
- e. Except where precedent exists for renovation of historic landscapes or gardens, high water use turf, sod, and lawn are prohibited

- f. Landscape planting shall be designed to reduce water consumption through the use of plants suitable for the growing area. Development projects should incorporate rainfall capture systems for irrigation where feasible
- g. Such elements as shipping and loading areas, outdoor storage areas, shipping containers (if permitted), transformers, and meters shall be additionally screened through landscaping, solid fencing, and appropriate siting

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4) Accessibility

- a. All new construction will require the installation of sidewalks along the frontage and, if on a corner lot, along the adjacent side street to the rear lane
- b. Accessibility features shall be integrated into the overall design concept and identified on the site plans
- c. Accessible travel routes shall be provided from adjacent roadways and parking areas to the main building entry and shall incorporate barrier-free universal design principles
- d. Accessible travel routes shall be of a hard, slip- resistant surface with a minimum width per requirements of the most current edition of the British Columbia Building Code (BCBC)
- e. Accessible travel routes shall conform to the requirements of the most current edition of the BCBC

5) Building Form and Character

- a. Buildings shall be sited to ensure that any adjacent residential properties have visual privacy, as well as protection from site illumination and noise
- b. New buildings in the area shall give special consideration to the following:
 - i. New buildings shall not be set back from the street or side property lines unless there are specific design reasons, such as the development of a garden for seating, built into the design. Parking shall not be permitted in front of a building which is set back from the street
 - ii. New buildings shall respect the design of adjacent buildings. For example, new construction can carry through a cornice line in the new structure or repeat the window pattern of an adjacent building
 - iii. All new buildings shall have large window openings onto the street. New buildings shall not be constructed with solid unbroken walls facing the street which will appear uninteresting and uninviting to the pedestrian
- c. All buildings and expansions thereto, storage, parking, and supply yards shall be designed to be compatible with surrounding land uses and the major roads fronting the property
- d. Rooftop mechanical equipment shall be hidden behind screens or parapets designed as an integral part of a building to conceal such equipment
- e. Building massing shall respond to a human scale with materials and details that are proportionate to human height and provide visual interest at the street and sidewalk level

- f. The form and scale of new construction and materials shall respect and complement the adjacent structures. Building massing shall consider the preservation or enhancement of view corridors to open areas and mountain vistas
- g. The original proportions of storefront elements (i.e., windows, doors, entranceways, cornices, and bulkheads) shall be retained or if necessary reconstructed
- h. Shipping containers shall be avoided, but if no other option exists, must be clad in the same materials as the main building, and other measures taken to ensure integration into the site respecting the heritage character of the area

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6) Additions and Projections

- a. Additions to heritage buildings shall respect and conform to the type of massing suggested by existing structure. This is a core principle in maintaining the heritage character of the area. The following shall also be considered:
 - i. Due to the nature of traditional construction methods, it is important that any new construction blend sensitively where it joins with an older building
 - ii. The visual impact of building additions shall be minimized from adjoining streets
 - iii. Additions to the front of historically intact heritage building façades may not be permitted, except where the proposed addition replaces an existing addition or where the addition is a porch
 - iv. Architectural elements such as front porches, verandahs and bay windows shall be retained and, where possible, restored to their original design

7) Sustainable Building - Existing Buildings within the Heritage Conservation Area

- a. **Materials:** Retain existing building envelope materials as possible, including siding. Design and install rain screen sidings with care, as they have the potential to introduce life cycle considerations and may impair heritage character through the removal of original material
- b. **Windows and Doors:** For historic buildings, every reasonable attempt shall be made to repair original window sashes and doors, or to replace inappropriate later additions with replicas of the originals. Excellent thermal efficiency may be achieved through the repair and maintenance of existing wooden windows. Wood-framed storm windows will also aid with thermal efficiency and sound abatement. Replacement of originals windows shall only be undertaken as a final resort in cases of extreme deterioration
- c. **Mechanical Systems:** Inefficient mechanical systems are one of the main reasons why existing buildings are poor thermal performers. Consider installing energy-efficient appliances when possible
- d. **Insulation:** Introduce extra insulation, especially in attic spaces. Consider the use of weather-stripping and other draft- proofing measures
- e. Improve the performance of heritage and existing buildings, including by reference to the Vancouver Heritage Foundation's Old Buildings: Your Green Guide to Heritage Conservation available at www.vancouverheritagefoundation.org

8) Sustainable Building - New Buildings within the Heritage Conservation Area

- a. Building design should include passive heating, lighting and cooling design features

- b. Landscaping and building design should consider the incorporation of natural daylight and seasonal shade needs
- c. Building orientation should, where practical, be designed to optimize the benefits of solar orientation
- d. Building design should incorporate solar ready features
- e. Sheltered and secure bicycle parking shall be provided to a level that is consistent with the proposed use
- f. Electric vehicle plug-ins should be provided for new developments
- g. All buildings shall be designed and engineered to be solar ready
- h. Adaptive reuse of buildings and on-site materials is encouraged, where permitted within the BC Building Code and under relevant legislation

9) Architectural Detailing

- a. Design proposals for heritage buildings shall be examined to determine what original architectural details remain and may be rehabilitated. The historic character of heritage buildings is dependent on a variety of architectural details. It is recognized that:
 - i. In some cases, certain features have been lost or obscured by many years of weathering, inappropriate renovation or lack of maintenance
 - ii. Not every detail of every building may be feasibly restored, but surviving features shall be retained and repaired. Inappropriate later additions shall be removed or replaced
- b. Inappropriate new architectural details will not be permitted
- c. Building details shall be compatible with the date the building was constructed or, where appropriate, a historically defensible later date, and shall be based on documentary evidence
- d. Fake or imitation "heritage looking" elements such as sunburst windows or "gingerbread" woodwork shall not be applied to the façades of buildings if they were not a part of the original fabric of the building
- e. Awnings are recommended, where appropriate. The awning or canopy shall be well set back from the curb
- f. Awning and canopy dimensions shall be as follows:
 - i. 2.8metres minimum height from ground level to bottom of awning
 - ii. 1.8metres maximum projection from building
 - iii. 45degree awning or canopy angle
 - iv. 1.8metres maximum frame height

10) Materials

- a. Original materials shall be maintained in order to ensure visual continuity. Any new materials used shall respect both the style and the date of the individual building
- b. Original materials shall be left in place, or exposed when intact

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- c. All materials used in alterations or additions, and for shipping containers (if permitted), shall be sympathetic in appearance to the original structure
- d. Original wood siding and trim shall be repaired, painted and maintained to a generally acceptable standard. This is both a sound restoration and environmental practice. If replacement is necessary. In these cases, the original configuration, assembly and appearance of wooden elements shall be duplicated
- e. Recommended Exterior Materials:
 - i. Low profile horizontal drop or bevel siding, where appropriate
 - ii. Wood shingles, where appropriate
 - iii. Sandstone and good quality brick, where appropriate
 - iv. Appropriately designed stucco as a cladding material, where appropriate
 - v. The use of tile as a decorative entryway and façade material is encouraged. Tile shall be limited to small decorative areas. Tiles shall be relatively small, 152.0millimetres or less square, and solid in colour

11) Windows and Doors

- a. Several of the early Cumberland buildings originally had double-hung or casement wooden sash windows and wooden doors. Every attempt shall be made to repair original windows or to replace inappropriate later additions with replicas of the originals)
- b. Metal Frame Windows and Curtain Walls are acceptable if there is clear demonstration of scale, material, colour and pattern sensitively integrating with the surrounding context
- c. Vinyl window systems are not permitted
- d. If the original windows have been removed, restoration shall be considered
- e. Windows that are blocked up in whole or in part shall be opened and properly reglazed
- f. Window openings that have been changed in size shall be returned to their original dimensions and appropriate window sash reconstructed
- g. Where possible, original window and door hardware shall be conserved and reused

12) Colour

The choice of a colour scheme for a building shall be made on the basis of what is most appropriate for the individual building and also what colours may be compatible with adjacent buildings. Respect for nearby buildings will help to give a unified appearance within the Heritage Conservation Area

13) Interior Features

While these guidelines do not apply to the interior of buildings, owners, or designates, are encouraged to restore or retain historic interiors in a manner that is complementary to exterior façades

13) Lighting

- a. All site lighting installations shall be fully shielded (full cut-off)
- b. Light shall be shielded such that the lamp itself or the lamp image is not directly visible outside the property perimeter
- c. Security and other lighting shall be placed so as not to shine directly into residential properties or to reduce the separation effectiveness of any landscaped buffer
- d. Exterior building lighting shall generally be concealed in soffits or other similar architectural features, where feasible
- e. Lamp poles and luminaries used for site area lighting shall be complementary to the form and character of adjacent sites and Village Streetlighting standards
- f. There shall be sufficient on-site illumination for pedestrian/vehicle safety
- g. Adhering to the principles of Crime Prevention through Environmental Design Principles (CPTED), lighting for pedestrian pathways, building entrances and parking areas shall be designed at a human scale (i.e., low level bollards) and address pedestrian safety, in a historically sensitive manner

14) Signage (Subject to compliance with Village's Sign Bylaw)

- a. The following sign types are recommended for use in the HCA designated area:
 - i. Projecting hanging signs: These signs project out from a building at a 90° angle and generally hang over the sidewalk. Projecting hanging signs shall hang no less than 3.0 metres above the sidewalk surface and shall be constructed of wood or metal and be painted, enameled or carved by sandblasting. (Permission from the Village is required to construct a sign encroaching on public property)
 - ii. Fascia signs: Fascia signs shall be installed over the main entry of a building. They shall be constructed of wood and painted. Installation of backlit plastic fascia signs is prohibited
 - iii. Painted window signs: These signs are painted on the inside of windows. They shall be simple in design and painted in gold leaf or with drop shadows
 - iv. Painted wall signs: Historically, businesses in Cumberland painted signs on the exterior walls of their buildings. Painted wall signs can be effective although caution shall be taken to avoid large garish brightly coloured wall signs that would be out of place in Cumberland
 - v. Canopy or awning signs: The valances of canopies and awnings are often used for signage. Generally, the sign message shall be confined to the valance area of the awning or canopy although logos may be placed on the angled surface of the awning or canopy
- b. No signs shall be equipped with flashing, oscillating or moving lights or beacons
- c. Sign illumination for new signs shall be exterior, from the front and downcast. Internally illuminated signs may include halo lighting or the direct back lighting, only for individual letters and logos
- d. No signs shall be permitted on a roof

- e. The following materials are recommended for signage:
 - i. Painted or sandblasted wood
 - ii. Painted or enameled metal
 - iii. Neon (appropriately designed in a period style)
 - iv. Painted signs on fabric canopies or awnings

15) Access, Parking and Amenity Areas

- a. Ensure the safe, efficient, convenient, and functional movement of multiple modes of transportation with priority given to alternate modes of transportation, including public transit, bicycles, and pedestrians
- b. Promote the safety and mobility of through traffic by minimizing the number of access and egress points
- c. Parking areas shall clearly identify pedestrian circulation areas, preferably with different paving and landscaping treatment
- d. Parking areas shall be surfaced with a paving treatment (including: pervious paving, gravel with binders to minimize dust, cellular paving and concrete unit pavers)
- e. Owners are encouraged to use permeable surface treatments for roadways, parking areas and other surfaced areas within a development
- f. Building entrances shall be prominent and clearly visible from access driveways, Dunsmuir Avenue or visitor/customer parking areas
- g. All developments must provide adequate garbage and recycling facilities located at the rear of buildings

16) Stormwater

- a. A stormwater management plan shall be required as prepared by a registered professional engineer that has as its goal the maintenance of post-development flows equivalent to those of pre-development flow patterns and volumes over the entire wet weather season
- b. Stormwater management shall follow source control (on-site) principles and practices and minimize the use of conventional pipe and pond techniques, and avoid direct discharges to streams and other water-bodies
- c. Stormwater management shall take advantage of on-site opportunities to recycle water to absorbent soils

17) Soil Erosion and Sediment Control

A Sediment and Erosion Control Plan shall be prepared by a registered profession for the construction and operational phases of the development

A

APPENDIX GLOSSARY OF TERMS

12.0 GLOSSARY OF TERMS

The following identifies the common understanding of frequently used terms but are not intended as formal definitions. Deference is given to the statutory and legal meaning of terms, and their use in context of the relevant bylaw.

Adaptive Planning: Planning techniques (such as land use or building design) that can evolve over time as changing demands occur.

Accessibility: The degree to which a product, device, service or physical environment is easily reached, obtained or used by as many people as possible. The concept focuses on people with disabilities or special needs and their right of access or use. Accessibility is related to *Universal Design*.

Accessory Dwelling Unit: A secondary dwelling unit established in conjunction with and clearly subordinate to a single family detached dwelling unit on a fee simple lot.

Aging in Place: A concept that supports the opportunity for residents to remain living in their own neighbourhood or community as they age through the availability of appropriate services, facilities and housing options.

Affordable Housing: Housing (mortgage/rent payments plus taxes) which cost no more than 30 percent of one's total income.

Aquatic ecosystem: Any body of water, such as a stream, lake, estuary, or wetland, and all of the organisms and non-living components within it functioning together as a natural system.

Attainable Housing: In order for housing to be attainable, it must first be affordable. In a broader sense, attainable housing also refers to the ability of one to enter the housing market and gradually increase into successive levels of the market.

Bill 27: Also known as the *Local Government (Green Communities) Statutes Amendment Act* (2008), provides local governments with some additional powers to make changes in their communities with the objective of reducing Greenhouse Gas (GHG) Emissions by 33 percent below 2007 levels by 2020. This provincial Bill was enacted after the Union of British Columbia Municipalities and the Province committed to addressing climate change implications by signing onto the *BC Climate Action Charter*.

Bio swale: A drainage system that uses plants and soil or composted materials to retain and cleanse runoff from a site, roadway, or other source (e.g., vegetated ditch or depression).

Brownfields: As per Canada's National Round Table on the Environment and the Economy (NRTEE), brownfields are defined as "abandoned, vacant, derelict or underutilized commercial and industrial properties where past actions have resulted in actual or perceived contamination and where there is an active potential for redevelopment". Furthermore, "Redeveloped and returned to productive use, brownfield sites can generate significant economic, social and environmental benefits and more sustainable communities overall. "

Building Footprint: The area within the perimeter of a building measured at the foundation. It shall include roofed areas and any cantilevered portions of the building. The term "building footprint" shall not include open uncovered patios, decks, unroofed stoops or stairs or roof projections. It shall not include one-story open porches or porticos extending up to 3.7metres from the exterior walls of a structure. Any portion extending more than 3.7metres from the exterior walls shall be included in the building footprint. A "porch" or "portico" shall be defined as an outdoor roofed space attached to a structure without screens, walls or windows (rails are allowed). The porch or portico may have an occupiable deck as long as the roof deck does not have an enclosure of any kind beyond a rail around the perimeter.

Climate Change: The term used to describe changes in long-term trends in the average climate conditions, such as changes in average temperatures. According to the United Nations Framework Convention on Climate Change (UNFCCC), climate change is a change in climate that is attributable directly or indirectly to human activity that alters atmospheric composition.

Coach House: A separate, smaller dwelling unit, often located above or attached to a garage, built on a residential lot occupied by a primary residence. The term "Coach House" is interchangeable with Carriage or Laneway Houses.

Community Engagement: Timely and meaningful citizen and stakeholder involvement in civic priority setting, decision-making, program development, and service delivery. The goal is to ensure that the decision-making is well-informed and offers citizens the chance to contribute their ideas and knowledge to policy development.

Complete Communities: Applies to the entire Village as a whole. Complete communities have a mix of uses and are walkable, with many of a resident's daily needs—shops, offices, transit, civic and recreational places—within a short distance of home. Complete Communities consume less open space and enable multiple choices and modes of transportation, including bicycles, cars, and mass transit. A wide variety of building types provides options to residents and businesses, encouraging diversity in population. This mix of uses, public spaces, transportation, and population makes complete communities economically, socially, and environmentally sustainable.

Crime prevention through environmental design (CPTED): is a pro-active crime prevention strategy utilized by planners, architects, police services, security professionals and everyday users of space. CPTED surmises that the proper design and effective use of the built environment can lead to a

reduction in the incidence and fear of crime and improve the quality of life. Emphasis is placed on the physical environment, productive use of space, and behavior of people to create environments that are absent of environmental cues that cause opportunities for crime to occur.

Development Permit: A document that is required in areas designated in an Official Community Plan that regulates development, includes conditions of approval including site development, environmental controls and building design for multiple dwellings, small lots or commercial uses.

Development Permit Areas (DPAs): Designated in accordance with Section 919.1 of the *Local Government Act*, DPAs allow the municipality to manage types of development that occur in specific areas. DPA guidelines reflect certain objectives, and may be designated for a variety of purposes.

Each DPA is subject to its own specific guidelines as set out in the official community plan. Within designated DPAs land must not be subdivided or altered and buildings or structures cannot be constructed or altered, unless the owner has first obtained a Development Permit, which is issued by Council (some exemptions apply).

Ecosystem: A complete system of living organisms interacting with the soil, land, water, and nutrients that makes up their environment. An ecosystem is not complete without three elements: composition, structure, and function. The composition includes the pieces that make up the ecosystem (e.g., species); structure refers to the physical and spatial aspects of an ecosystem; and function is about natural processes such as fire, floods, insect outbreaks and wind throw that shape it. An ecosystem can be any size—a log, pond, field, forest, or the earth’s biosphere—but it always functions as a whole unit. Ecosystems are commonly described according to the major type of vegetation—for example, old-growth forest or grassland ecosystem.

Easement: A right of use over the property of another. Easements can be conveyed from one individual to another by will, deed, or contract, and are registered on title of the affected parcel through Land Titles. Easements can be affirmative in nature, which entitles the holder to do something on another individual’s land.

Efficient Infrastructure: An adaptable term used to describe an array of products, technologies, and practices that use natural systems—or engineered systems that mimic natural processes—to enhance overall environmental quality and provide less strain on utility services.

Floor Area Ratio (FAR): A ratio of the built floor area of a structure to the area of the lot it occupies. This is a method of controlling the size of building that can be built on a property, calculated by multiplication of the lot area times the FAR.

Fish Habitat: The area in or about a stream—such as spawning grounds and nursery, rearing, food supply, and migration areas—on which fish depend directly or indirectly in order to carry out their life processes, as defined by a QEP or applicable federal or provincial legislation.

Food System: An interconnected network of practices, processes and places involved in feeding a population, including food production, processing, distribution, consumption and disposal of food and food-related items, and the inputs and outputs at each stage.

Greenfield: An undeveloped or agricultural tract of land that may have potential for industrial or urban development.

Greenhouse Gas (GHG): A collective term for those gases which reduce the loss of heat from the earth's atmosphere, and thus contribute to global warming and climate change.

Greenway: In general, "Greenway" means a corridor of open space that (1) may protect natural resources, preserve scenic landscapes and historical resources or offer opportunities for recreation or non-motorized transportation, (2) may connect existing protected areas and provide access to the outdoors, (3) may be located along a defining natural feature, such as a waterway, along a man-made corridor, including an unused right-of-way, traditional trail routes or historic industrial activities (former rail lines or equivalent) , or (4) may be a green space along a highway or around the village.

Greenways: Networks of linked green space that provide wildlife habitat and recreational opportunities. Some greenways include trails; others do not provide public access. On the ground, greenways are created as part of an integrated approach to land planning, balancing the needs of human communities and natural systems. A Detailed description of greenways can be found in Nature without Borders 2nd Edition April 2013.

Heritage Resource or Property: A structure, building, group of buildings, district, landscape, archaeological site or other place in Canada that has been formally recognized for its heritage value.

Heritage Value: The aesthetic, historic, scientific, cultural, social or spiritual importance or significance for past, present or future generations. The heritage value of a heritage resource is embodied in its character-defining materials, forms, location, spatial configurations, uses and cultural associations or meanings.

Historic Village Commercial Core: means the area designated within the Heritage Conservation District. This area is considered to be the historic centre of Cumberland's commercial activities with a remaining stock of heritage commercial and residential buildings within this area.

Human Scale: The experience or comfort and fit between the size (height, distance, aerial extent, details) of physical surroundings and its natural and built elements relative to the size of a human person with normal vision, hearing and walking ability.

Infill: The development of a property, site or area at a higher density that currently exists through: a) redevelopment; b) the development of vacant or underutilized lots within previously developed areas; and c) the expansion or conversion of existing buildings.

Local Food: Agricultural products grown or produced within the Comox Valley Regional District.

Low Impact Development (LID): Refers to the practice of mitigating stormwater runoff by utilizing the natural drainage patterns of the land. This practice also seek to reduce conventional stormwater conveyance infrastructure and treatment to minimize costs and maximize natural processes such as retention ponds, wetlands, bioswales, landscape buffers and vegetative roof systems on buildings. Design using LID principles follows four simple steps:

- a. Determine pre-developed conditions and identify the hydrologic goal (some jurisdictions suggest going to wooded conditions).
- b. Assess treatment goals, which depend on site use and local keystone pollutants.
- c. Identify a process that addresses the specific needs of the site.
- d. Implement a practice that utilizes the chosen process and that fits within the site's constraints.

Multi-Modal Transportation: An interconnected transportation system that supports vehicles, bicycles, pedestrians, and public transit.

Natural Area: Open space containing unusual or representative biological, physical or historical components. It either retains or has had re-established a natural character, although it does not necessarily have to be completely undisturbed.

Objectives: These define strategies or implementation steps to achieve or support the land use goals and the overall vision. Objectives are usually more specific than goals and contain prescription about how to attain the desired land use outcomes. Objectives should be “SMART”—Specific, Measurable, Achievable, Realistic and Time-bound. There can often be many objectives that will contribute to the same goal. Short term objectives should be initiated within 3 years. Medium Term objectives should be initiated in 3 to 5 years and Long Term objectives should be initiated when resources permit or within 5 to 10 years. Where an objective is classified as immediate or ongoing it has already been initiated or is an accepted ongoing responsibility of a municipal department.

Official Community Plan (OCP): In accordance with the *Local Government Act*, ‘an official community plan is a statement of objectives and policies to guide decisions on planning and land use management, within the area covered by the plan, respecting the purposes of local government’ (Section 875(1)). An OCP provides a long term vision for the Corporation of the Village of Cumberland by identifying a broad vision with supporting goals and objectives to guide Council on planning and land use decisions.

Open Space: Open space is taken to mean all open space of public value, including not just land, but also inland bodies of water such as rivers, lakes and reservoirs which offer important opportunities for sport, environmental protection, education, passive and active outdoor recreation, as well as a visual amenity.

Owner: A person registered in the land registry records as owner of land or of a charge on land, whether entitled to it in his own right or in a representative capacity or otherwise.

Park: Dedicated parks or other publicly owned, publicly managed, or publicly accessible land, which serves a recreational function, or has the primary purpose of enhancement of landscape character, or protection of environmental resources.

Passive Heating: Use of building components to collect, store, and distribute solar heat gains to reduce the energy demand for space heating.

Policy: These prescribe how land use objectives can be implemented and what considerations may need to be accounted for during the process. Policies are applicable to actions undertaken by the Village but also provide guidance to landowners.

Public Realm or Public Space: All exterior places, linkages and built form elements that are physically or visually accessible. These elements can include, but are not limited to, streets, pedestrian ways, bikeways, bridges, plazas, nodes, squares, gateways, parks, waterfronts, natural features, view corridors, landmarks, and building interfaces.

Publicly Accessible Space: Lands in private ownership that are commonly open to and accessible to the general public

Recreation Facilities: Public and private spaces that support both indoor and outdoor recreation, sports and leisure activities.

Regional Growth Strategy: The purpose of a regional growth strategy is “to promote human settlement that is socially, economically and environmentally healthy and that makes efficient use of public facilities and services, land and other resources” (*Local Government Act*, Section 849(1)).

Restricted Development Zone: The area containing an environmentally sensitive feature that is to be preserved and protected from development.

Riparian ecosystem: the area adjacent to a stream which may be subject to temporary, frequent, or seasonal inundation. The area supports plant species that are typical of an area of inundated or saturated soil conditions and that are distinct from plant species on freely drained adjacent upland sites. The riparian ecosystem is influenced by, and exerts an influence on, the associated aquatic ecosystem.

Sense of Place: The subjective experience of a place as having physical and social attributes that make it distinctive and memorable.

Sensitive ecosystems: rare and/or fragile ecosystems that have been identified during a Sensitive Ecosystems Inventory.

Smart Growth: a collection of land use and development principles that aim to enhance our quality of life, preserve the natural environment, and save money over time. Smart growth principles ensure that growth is fiscally, environmentally and socially responsible and recognizes the connections between development and quality of life. Smart growth enhances and completes communities by placing priority on infill, redevelopment, and densification strategies.

Stakeholders: Organizations, community groups, and more formal associations that are representative of the wider community and have related interests.

Universal Design: The design of products and environments to be usable by all people, to the greatest extent possible, without the need for adaptation or specialized design. The intent of the universal design concept is to simplify life for everyone by making products, communications, and the built environment more usable by more people, while emphasizing dignity and independence by providing those features that will allow people to function in their day-to-day setting without assistance, at little or no extra cost. The universal design concept targets all people of all ages, sizes, and physical or cognitive abilities.

Urban Sprawl: The term used to describe development that encroaches into Greenfield or undeveloped land not in close proximity to the Historic Village Commercial Core.

Village: means the Council of the Village of Cumberland or the area within the boundaries of the Village.

Village Centre: The Village Centre will remain the focus for the surrounding neighbourhoods within reasonable walking and cycling distance for a range of ages. Good connectivity to the Interchange Lands to the east will also be encouraged. The Village centre will have a range of shops and services to meet most daily needs, but does not include major “destination” retail establishments such as department stores. Mixed-use development, such as live/work units situated over shops, is a typical building form within the commercial core, with lower density single family and multi-family housing (such as coach houses, duplexes or townhouses) forming a peripheral area adjacent to the core. The objective for the Village Centre is to continue to build on the unique heritage values of a former coal mining community, while encouraging a distinct contemporary village environment to meet future local and regional economic and social demands.

Vision Statement: A statement about the future desired for a particular area or an organization. The vision statement in this official community plan describes the future desired in the Village. It frames the goals for the Village and sets the basic direction for planning, policies and actions.

Visual Absorption Capability: a tool to assess a landscape's susceptibility to visual change caused by human activities.

Walkable: A community is walkable when it is scaled, dimensioned and provided with facilities and a mix of uses and activities that make walking an easy, convenient way to get around to people of all ages and abilities. As a general rule most people will not walk much more than 10 minutes to shop or reach services such as libraries and schools.

Zoning: The division of the Village by bylaw into discreet areas in which the use and development of land, including the density, siting, size and height of buildings, and the shape, area and dimensions of parcels, are regulated.

B APPENDIX MAPS

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