



SCHEDULE A

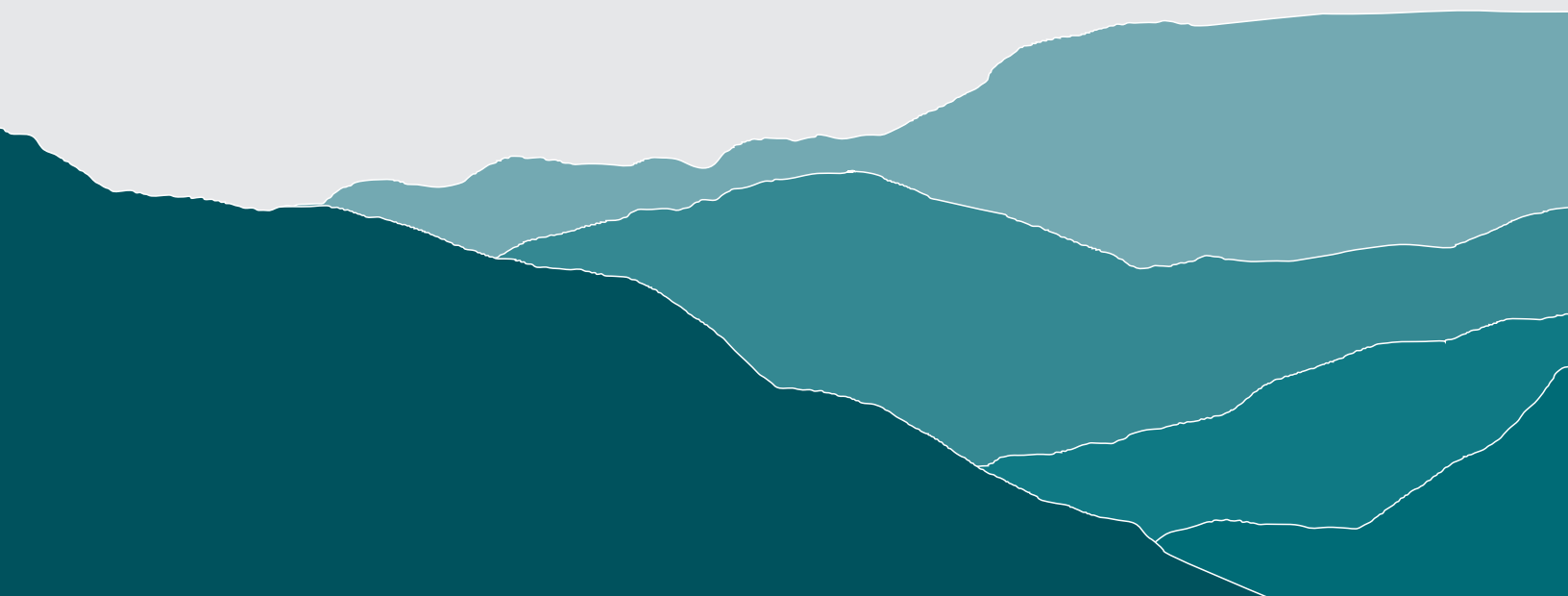
OFFICIAL COMMUNITY PLAN

BYLAW NO. 3206, 2026



**City of
Courtenay**

The City of Courtenay respectfully acknowledges that the lands to which this OCP apply are on the Unceded territory of the K'ómoks First Nation, the traditional keepers of this land.



WHY DO WE MAKE LAND ACKNOWLEDGMENTS?

Acknowledging human relationships to place is an ancient Indigenous practice that continues today.

In the spirit of reconciliation, the City of Courtenay makes this land acknowledgment to raise awareness of ongoing Indigenous presence and land rights in the territory that includes and encompasses Courtenay. It invites us – a settler government – to reflect on how we might be perpetuating colonial processes that are ongoing and from which we have benefited, as well as the changes we will make to honour the Indigenous peoples and their lands that we inhabit.



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PART A

FOUNDATIONS

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OUR CITY PLAN

WHAT IS AN OCP, WHO IS IT FOR, AND WHY IS IT IMPORTANT?

This Official Community Plan (OCP) is the culmination of creative and inspiring visioning with community members across Courtenay of diverse ages and backgrounds. It paints a powerful picture of what Courtenay will be like within the next 20 years – and beyond – and the steps that will be taken to get there. It also sets the stage for the continued evolution of Courtenay beyond that timeframe, recognizing that significant challenges and opportunities of our time require a commitment to long-term action.

It influences how people live, work, shop, play, access services, and move around the community. This OCP is also a local response to significant challenges and opportunities of our time, including climate change, inequity, community well-being, and relations between Indigenous and non-Indigenous Peoples.

The OCP is a bylaw, prepared and adopted by City Council in compliance with the Provincial Local Government Act. It is a long-range policy plan that guides the City's decision-making related to growth and development approvals as well as other community interests such as housing and infrastructure until 2041, when the city is expected to be home to approximately 13,345 more residents.

It is the umbrella policy document for the City of Courtenay, owned and implemented by all departments. It provides the overarching strategic direction for City Council and staff, who consider and apply OCP vision and policies to a wide range of municipal decisions such as budgeting, servicing, capital projects, and in the review of land use and development proposals. The OCP is not intended to provide highly detailed policies on topics that are already covered in the City's other Strategic Plans and regulations. Rather, this OCP supersedes and grounds those plans and tools.

WHAT IS ITS REACH?

The OCP applies to all lands within the City of Courtenay boundaries.

While many voices contributed to the vision and directions contained in this document, the OCP cannot and does not represent any commitments from First Nations, other governments, or organizations to act according to community objectives.

As a living plan, and in accordance with legislation enacted in 2023, the OCP is to be reviewed every 5 years, and if required, amended to ensure it accommodates current and anticipated housing needs over 20 years. Council may also authorize periodic OCP updates to proactively address or respond to changes in the community or local, regional, and global trends and opportunities. Plan amendments are subject to a formal Council review and approvals process which includes public consultation, public hearing, and required notifications.

Further, the OCP does not commit or authorize the City to proceed with any project that is specified in the OCP.

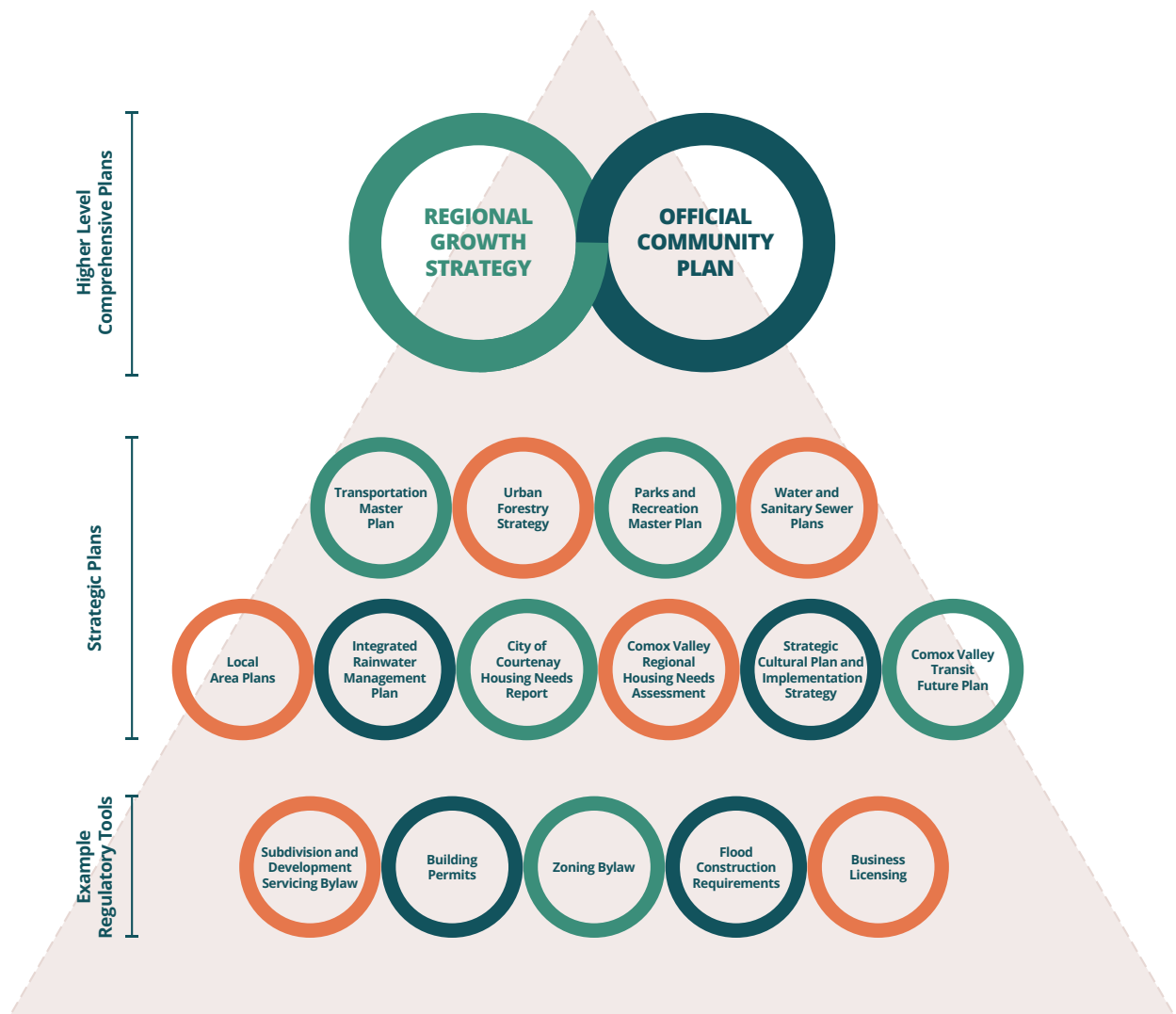


Figure A-1 OCP Planning Framework Context Diagram. List of Master Plans and Regulatory Tools is not exhaustive.

CREATING THIS PLAN

The creation of this Plan in 2022 and update in 2026 was informed by hundreds of voices in the community, integrating aspirational visioning with robust analysis and modelling.



HOW THE 2022 OCP CAME TOGETHER

The City of Courtenay thanks all participants who contributed their voices, values and ideas to the OCP process in 2022. Creating the OCP was truly a community effort. Regular advertising for the OCP process occurred through a dedicated e-newsletter, social media posts, advertisements in the paper for consultation opportunities, posters, through interest-holder networks, and was featured prominently on the City's website.

Throughout the project timeline the City of Courtenay engaged specifically and separately with the K'ómoks First Nation in government-to-government ideas exchanges.



Fall 2019 - Winter 2020

Community Visioning

A vision and a set of goals were co-created with the community through an Ideas Fair, which set the foundation for the 2022 OCP. One of the OCP goals was to respond to the climate emergency, by supporting the City Council approved target of net-zero emissions by 2050. At this time, the COVID-19 global pandemic was declared.



Summer 2020 - Fall 2020

Draft OCP

Extending from past engagement and research, policies and guidelines were developed for all facets of the OCP. An updated growth scenario was created to open up more land along corridors, further increasing options for land development within the city's existing footprint and shaping draft land use policies.



Fall 2021 - Summer 2022

Background Research & Advisory Committee

Baseline information on existing conditions was collected on OCP topics, ranging from urban form and transportation to parks and environment. Population projections, land use supply, future demand, and projected greenhouse gas emissions were assessed. Throughout the process, input and insights were provided by an Advisory Committee comprised of members of the public representing a variety of topic areas including arts and culture, business, development, economic development, environmental stewardship, health and social services, housing, and matters pertaining specifically to seniors and youth.



Growth Scenarios

The growth scenarios prepared included a "business as usual" approach and two (2) compact growth approaches with high intensity along corridors. The scenarios were tested based on community-based performance measures and were also modelled using GHG modelling to address net-zero target alignment. The scenario was refined which resulted in a hybrid growth model.

Community Engagement

An online survey (782 participants) and eight (8) virtual stakeholder workshops were offered to allow community members the opportunity to provide input. Eleven (11) neighbourhood "walkshops" were held across the city and supplemented by nine (9) virtual workshops, to gather input on how the OCP's draft vision, goals, and growth concepts could come to life in each neighbourhood. During this process, age-friendly research and engagement was incorporated to encourage participation of community members across the age spectrum, with specific emphasis on opportunities for older adults to youth.



Affordable Housing Strategy Options Study

Building on the 2020 regional Housing Needs Assessment, this study created strategies for housing needs in Courtenay, which were included in the OCP.

Interest-Holder Engagement

Between winter 2020 and summer 2021 a series of focused virtual stakeholder sessions were held on a variety of topics to refine policy concepts. 130 individuals participated across all 10 sessions.

Final OCP Preparation and Adoption

Community and stakeholder input was solicited on the full draft OCP, through an online survey, virtual town hall, or private meeting with City staff. First Nations and statutory agencies were formally referred the OCP for further input. The OCP Advisory Committee prepared their final report to Council in this final phase of consultation. The OCP Bylaw was then adopted in Summer 2022.

ABOUT THE 2026 OCP UPDATE

The 2026 OCP update responds to the community's housing needs over the next 20 years, as required by the Province of British Columbia. This was achieved through collaboration with City staff, the community, key interest-holders and technical review. Opportunities for community dialogue were hosted through virtual meetings, community pop-ups, information sessions and meetings with interest-holders. A project website was used to communicate with participants and host information pertaining to the update.

Technical Analysis

A multi-faceted technical review was conducted to reflect the areas of the OCP that required updating to align with the policy and legislative updates. This included a land use and development capacity analysis, a high-level infrastructure review (i.e., servicing and transportation), an existing community amenities assessment, local area planning best practice research, a targeted housing review, and a development finance tool review in order to understand the local development financial context of Amenity Cost Charges (ACCs), Density Benefit and Inclusionary Zoning policies.



Spring 2025

Background Review

In response to the Local Government Act (LGA) requiring all municipalities to update their OCP's following the passage of Bill 44, a fulsome review of relevant strategic plans and provincial legislation was conducted. This included the City of Courtenay Housing Needs Report (2024), Complete Communities Growth Assessment (2024), and Bill 16, 44, and 46. All available data and base mapping was assessed for completeness, and any potential gaps were noted. To support this review, discussions with the City of Courtenay's internal Technical Advisory Committee (TAC) were conducted to highlight key changes and areas of the existing OCP for update to accommodate future growth targets.

Spring - Summer 2025



Informing on Change

Public and interest-holder engagement kicked off with introductions to the project, explaining what would change and what would not. Through virtual webinars and community pop-ups, information about the project was shared community-wide and provided opportunities to inform interest-holders about the project and collect their feedback. An estimated 500+ interactions helped explain the reason for the update, the technical information driving the update and important legislation changes for the OCP.



Summer - Fall 2025

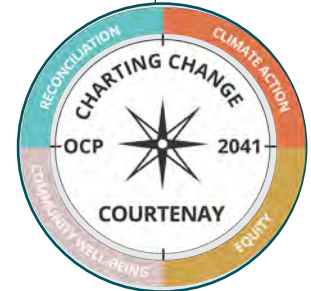
Sharing Outcomes

Outcomes from the OCP review and update were shared with the community and interest-holders in the "Big Moves" report shared with Council on October 1. This included reporting back to the Technical Advisory Committee, engagement with developers, and focused meetings with Island Health, Ministry of Transportation and Transit, Town of Comox, the CVRD, School District 71 and Department of National Defence. The public open houses on the draft OCP served as a key touchpoint prior to finalizing the updated OCP.

OCP Update Preparation and Adoption

The "Big Moves" established through analysis and refined by community feedback and City staff insight informed revisions to the OCP. Presented to Council in February 2026 and adopted later that year.

Winter 2025 - early 2026



COURTENAY AT A GLANCE: PEOPLE, EMPLOYMENT, HOUSING, AND LAND

Population and Demographics

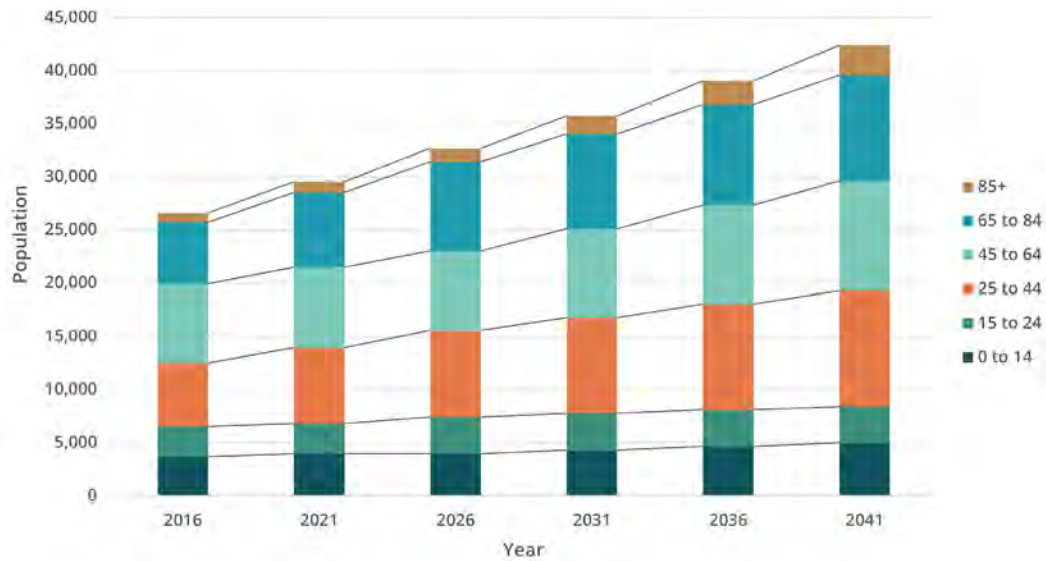


Figure A-2 Courtenay Historical and Anticipated Population Projections (2016 – 2041).
(Sources: City of Courtenay Housing Needs Report, 2024; Turner Drake & Partners Ltd.)

Since Courtenay's 2022 OCP adoption, the annual population growth rates have exceeded the OCP projected growth rates. The Province of BC now requires municipalities to adopt Housing Needs Reports (HNR) every 5 years, alongside OCP reviews and updates. Local governments are also required to ensure that the projected 5-year and 20-year housing need can be accommodated through zoning and OCP land use.

The population projections considered in this OCP are in alignment with the 2024 Housing Needs Report which cites BC Stats projections for a population of 42,415 by the year 2041, up from 29,530 in 2021. This indicates that Courtenay is expected to grow by 13,345 more residents, and 8,351 units by 2041. Subsequent land use research and infrastructure analysis is used to inform the OCP's growth strategy to accommodate those stated 20-year population and dwelling count estimates.

The OCP time horizon will depend on how quickly Courtenay's population grows by the additional 13,345 residents (over 2021 population estimates).

In alignment with future Housing Needs Reports, additional population forecasting and growth planning will be conducted every 5 years in order to determine how best to accommodate Courtenay's changing population.

Explanation of Population Difference (2021):

BC Stats population projections (29,530) are slightly higher than the 2021 Census count (28,420) because projections incorporate an estimate of Census undercoverage. Undercoverage refers to residents who were not captured in the official Census enumeration. By adjusting for this known gap, BC Stats aims to reflect a more complete estimate of the true population.

The following projections are provided to 2041, in order to forecast and align with the 20-year HNR projections.

- Courtenay population is projected to grow by 44% to reach a total of 42,415 by 2041 from 29,530 (2021).
- An approximate 11% growth rate is estimated between 2021 and 2026 and an approximate 44% growth rate estimated over the 20 years to 2041.
- The city has a current average age of 46.8, which is slightly higher than the provincial average of 43.1.
- Historically, the highest rates of growth have largely been among senior (65+) populations. This growth is anticipated to continue over the next two decades, but is likely to be outpaced by growth among 25- to 44- year olds.
- The proportion of Courtenay's population that is comprised of certain *equity-priority groups*, includes: women (53%), Indigenous (7%), and visible minorities (8%).
- Immigrants comprise 13.6% of the total population. 7.3% are from Europe, 3.7% are from Asia, 1.8% are from the Americas, and 0.5% are from Africa.
- Single-parent households comprise 8.7% of the total number of households, which is proportionally higher than BC overall (7.6%).

Income

- The average household income in Courtenay is currently \$74,800 (\$41,360 - average income of one-person households, \$91,000 - average income of two-or-more-persons households).
- These figures are lower than respective provincial averages.
- Approximately 4% of households have incomes less than \$20,000.
- Approximately 17% have incomes between \$20,000 and \$40,000.
- Low-income residents comprise 11% of the overall population.

(Sources: City of Courtenay 2024 Housing Needs Report, City of Courtenay 2024 Complete Communities Growth Assessment, 2021 Census)

Housing

- The Census 2021 data reported 13,414 dwellings within the city.
- The majority of dwellings (70%) were constructed after 1981.
- Approximately 71% of the total dwellings are owner-occupied, while 29% of the total dwellings are rented.
- Single-detached dwellings are a main form of housing type currently provided in Courtenay. Of the total housing approximately:
 - 50% are single-detached dwellings,
 - 7% are row houses,
 - 19% are semi-detached and duplex dwellings, and
 - 21% are multi-residential dwellings.

- 8,350 more housing units have been estimated to be required to accommodate the projected increase in population of 12,885 more residents over 2021 population estimates.

Housing Needs

Housing Needs Reports (HNR) legislative requirements were first established in 2019, requiring local governments to present such reports that describe current and anticipated housing needs in their communities. As part of recent legislative amendments in BC, local governments are now required to prepare Housing Needs Reports using the HNR Method to identify the 5- and 20-year housing needs in their communities. Municipalities must update their OCPs and zoning bylaws to accommodate the number of units identified. Housing Needs Reports must be updated every five years, as with OCPs, to ensure alignment with the 20-year housing needs identified in the Housing Needs Report. Therefore, this OCP presents Courtenay's housing needs identified in the 2024 HNR and are as follows:

- Projected 20-year housing need by tenure:
 - 4,077 market ownership,
 - 1,993 market rental,
 - 747 affordable ownership,
 - 1,219 affordable rental,
 - 315 supportive rental.
- Based on the findings of the HNR, market housing demand will likely focus more on 2- and 3- bedroom units; whereas, non-market solutions may distribute more to 0- and 1-bedroom dwellings. The overall anticipated 20-year housing need by dwelling unit size is as follows:
 - 2,831 0-1 bedroom
 - 2,348 2 bedroom
 - 1,798 3 bedroom
 - 1,374 4+ bedroom.

- Courtenay's population growth has coincided with notable price and rent increases over recent years, with the median home price appreciating 61% between 2019 and 2022 and the median apartment rent rising 54% between 2019 and 2023.
- In 2021, approximately 11% of local households experienced Core Housing Need. Meeting the demand for affordable housing options is crucial, based on the forecasted need to supply below-market across both owner- and renter-occupied housing, and deeply affordable rental alternatives.

Employment

- While Courtenay is expected to continue to be the primary employment centre within the Comox Valley, Courtenay faces increasing pressure to provide sufficient land and space for employment and economic activities in addition to population growth and rising housing demand.
- The employment land analysis of this OCP relies on a simplified methodology, using per capita estimates of employment space demand over the next 20 years, based on updated projections from the City's recent Development Cost Charges background study.

COURTENAY HOUSEHOLDS

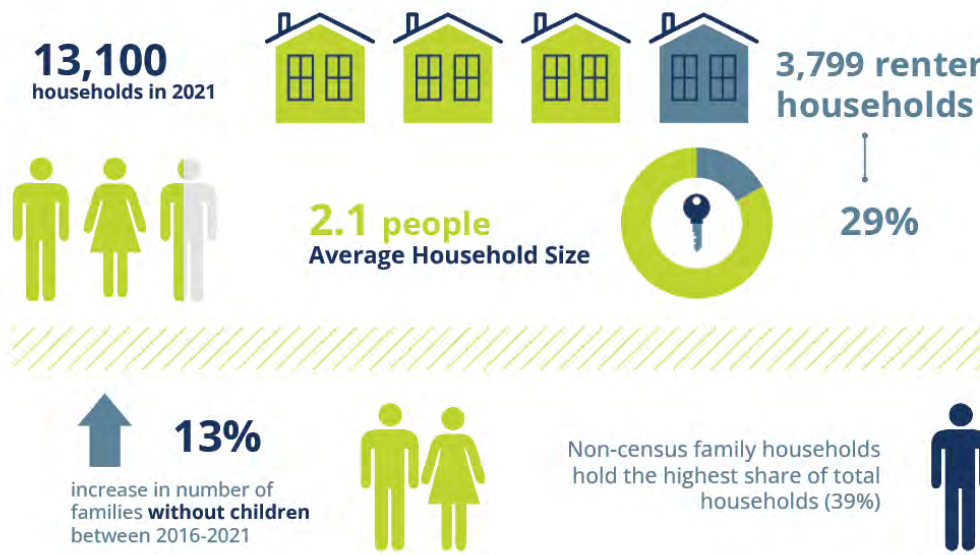


Figure A-3

Demographic Information Snapshot
 Source: 2024 Housing Needs Report, based on 2021 Statistics Canada Census data.

Employment Lands Supply and Demand Projections

Table A-1 Commercial, Institutional, and Industrial Land Projected space requirements

Land Use Type	Projected space requirements by 2041 (sqm)
Commercial	144,300
Institutional	27,100
Industrial	76,300

- Additional demands for employment lands, particularly commercial and office space, are expected to increase as the community grows.

Information Sources

Statistics Canada 2021 Census; City of Courtenay Development Cost Charges (DCC) Background Report, 2025; City of Courtenay Housing Needs Report, 2024; City of Courtenay Complete Communities Growth Assessment, 2024)



WHAT'S IMPORTANT TO US: DIRECTIONS, VISION, GOALS

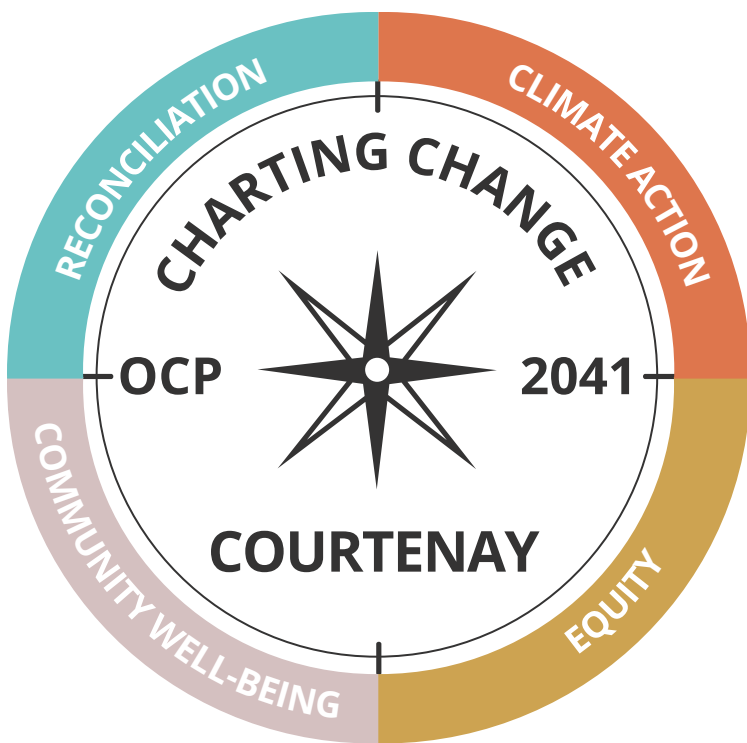
Zoo

Make Canberra a
safer city

Conduct a survey to
find out what
people think about
the environment
and the future
of the city

FOUR CARDINAL DIRECTIONS

NAVIGATING THE GREAT CHALLENGES AND OPPORTUNITIES OF OUR TIME



The world is changing, and the OCP has been created to respond to great challenges and opportunities of our time. A compass has been used as the visual identity for the OCP development and update process, with the understanding that this Plan serves as a tool to navigate through change. It helps to orient us to where we stand today, and provides direction to where we want to be moving.

The four cardinal directions for this OCP are climate action, reconciliation, equity, and community well-being. They have been applied as filters through the OCP creation process – helping give shape to the vision and goals – and they permeate all facets of this Plan. They are a navigational tool to guide decision-making as Courtenay moves toward its vision and remain integral to the 2026 OCP Update.

As part of the 2026 OCP Update process, public and interest-holder engagement confirmed that the Four Cardinal Directions, Vision, and Goals of the OCP remain to be the same in the 2026 OCP.



RECONCILIATION

“Indigenous people need to experience truth and reconciliation, not have to constantly fight for it.”

– Ginger Gosnell-Myers, Nisga’a-Kwakwaka’wakw Indigenous Fellow with SFU Morris J Wosk Centre for Dialogue

The City of Courtenay’s commitment to reconciliation begins with a recognition of the City’s responsibility to examine the ways in which its policies, processes, and structures uphold and perpetuate colonialism and its associated harms. From there, the City recognizes that it must move beyond positive intent and take action in a way that enables positive impact.

The City adopted the United Nations Declaration on the Rights of Indigenous Peoples as the framework for reconciliation. It will seek to build and sustain a relationship of respect and understanding with the K’ómoks First Nation whose territories encompass Courtenay, as well as other Métis, Inuit, and Urban Indigenous people who live on these unceded territories.

The City commits to incorporating Indigenous perspectives into its work and decision-making process, and to providing equitable and inclusive services that benefit Indigenous peoples. The City will seek guidance from Indigenous partners in how to make this commitment a reality.



CLIMATE ACTION

Our city – along with the rest of the world – is in the midst of a climate crisis. The City of Courtenay acknowledges the global scientific consensus that human activity that uses fossil fuels is causing climate change and global heating, which poses significant risks to humanity and biodiversity on Earth.

Global climate functions are changing, creating local effects like increases in storm frequency and severity, increased summer drought risk, heat domes, less snow, wetter winters, and increased spring flood risk. Courtenay will continue to see higher tides, increased shoreline erosion, and saltwater ingress onto private and agricultural properties as sea levels rise. These changes are having negative impacts on our infrastructure, buildings, crops, and ecosystems. They are increasingly affecting our community’s stability.

The *Intergovernmental Panel on Climate Change* (IPCC) estimates that human activities have caused approximately 1.0°C of global heating above pre-industrial levels, which is likely to reach 1.5°C sometime between 2030 and 2052. Limiting warming to 1.5°C requires reaching net-zero global carbon dioxide (CO₂) emissions by 2050 at the latest, with deep reductions in other emissions as well, particularly methane (CH₄).

Courtenay is responding to this call to action. The City has committed to achieving a 45% reduction in community-wide GHG emissions (from 2016 level) by 2030 and net-zero emissions by 2050. This OCP includes strategies, actions, and measures to reduce emissions to target levels while saving on energy costs and improving quality of life for Courtenay residents.



EQUITY

Cities are home to people from all walks of life. Yet the ways that cities have been traditionally planned have not considered the needs and experiences of all people.

Equitable cities are those in which all people can participate, prosper, and reach their full potential (PolicyLink, 2018). There is growing awareness about how cities can disproportionately benefit or harm entire groups of people due to their income, ethnicity, age, gender, sexual orientation, immigration status, religion, and/or (dis)abilities (American Planning Association, retrieved from *planning.org* in 2021). Issues such as gentrification and lack of inclusivity in community engagement are the outcomes of inequitable city building, sometimes due to systemic practices and processes that are unknowingly upheld by decision makers.

Considering the needs of future generations is another equity consideration with important ecological, social, and economic implications. Considering the needs of people not yet born is referred to as intergenerational equity.

This OCP challenges some traditional planning practices that can result in policies, programs, and regulations that disproportionately impact and stymie the progress of some *equity-priority groups*. Through policies on topics ranging from *affordable housing* to public participation, this OCP applies an equity lens and seeks to honour the lived experiences of all of Courtenay's peoples.

"Equity-priority groups" are people who often face discrimination or other forms of systemic disadvantage. They include but are not necessarily limited to persons of colour, persons with disabilities, Indigenous peoples, 2SLGBTQIAP individuals & women.



COMMUNITY WELL-BEING

Cities have always had a large influence on the health of the people who live there. Research shows that our built environment has as much influence on our health, quality of life, and well-being as our genetic code. Indeed, where we live, work, play, learn, and access our services significantly affects how long and well we live. For example, in walkable neighbourhoods, residents are less likely to be obese and suffer from illnesses that can be related to lifestyle, such as Type 2 diabetes. Likewise, in neighbourhoods that have a mix of shops and services, residents are more likely to trust their neighbours and feel they belong. A growing body of research has shown that our sense of belonging and connectedness to others – as well as our access to green space – has a tremendous impact on our physical and mental health.

This OCP accounts for the diverse and complex ways in which the urban environment impacts well-being. It takes a systems-based approach to well-being, considering the physical, mental, and emotional well-being of individuals and communities, and the natural ecosystems of which we are all a part.

VISION

COURTENAY IS RESPONSIBLE FOR THE FUTURE, SUPPORTING HIGH QUALITY OF LIFE, WITH A LOW-CARBON FOOTPRINT FOR ALL.

The following vision describes what we want Courtenay to be in the future. It embodies the values, priorities, and aspirations of the community. It charts the course for development of policies, guidelines, and actions in this OCP, and is strengthened by the “cardinal directions” and goals described elsewhere in Part A of this Plan.

WE PROTECT THE NATURAL SPACES we love and upon which our lives depend.

WE ARE A CITY FOR ALL PEOPLE, created for and by residents with diverse identities, experiences, and aspirations. We are a city for being together in community.

WE ARE ALSO A CITY OF CHOICE, in which residents have options across the city for homes, amenities, destinations, jobs and business, transportation, and spaces for gathering with friends, families, neighbours, and people not yet known to us.

WE WILL REACH NET-ZERO EMISSIONS BY 2050, doing our part to address the climate crisis head-on, while also preparing for its impacts. Our commitment to a safe climate is not just an environmental one; by taking action on and preparing for climate change we achieve many co-benefits that make Courtenay a great community to call home.

COURTENAY WILL BE RESPONSIBLE FOR THE FUTURE by being more thoughtful, strategic, and efficient in all resources that we use whether it be land, energy, or public infrastructure, to ensure that actions deliver on multiple goals of fiscal responsibility, economic resilience, social equity, and ecological health.

Being responsible means recognizing that uncertainties are part of our future, and that our best strategy is to invest in individual, neighbourhood, and community-wide resilience. For Courtenay, this means we safeguard the unique qualities of our city that we cherish, we work in partnership, and we remain open to new ways of being and doing in order to respond creatively to our changing world.



GOALS

Guided by the four cardinal directions, Courtenay's OCP goals provide markers as the community moves towards its vision. Most of these goals have been established for Courtenay for many years. For instance, 2005 and 2022 OCP's identified the importance of focusing growth, creating more housing and transportation options throughout the City, and creating walkable neighbourhood centres of high-quality urban design. Increased access to nature, parks and recreational opportunities throughout the city, environmental protection, support for local economy, arts and culture, and working with the community have also been long-standing goals for Courtenay. The following goals continue the legacy of a number of goals Courtenay has been working towards for some time, add more specific areas of focus on some topics, and add new prominence to other goals.

The nine goals are:

1. **Land Is Valued as a Precious Resource**
2. **Housing Choices for All**
3. **Strong Neighbourhoods**
4. **Functional Transportation Choices**
5. **More Space for and Time in Nature**
6. **Love for Local Culture and Places**
7. **A City for Everyone**
8. **Economic Success Emerges from Community Values and Place**
9. **Investing in Relationships**

GOALS

1. Land is Valued as a Precious Resource

Land in Courtenay will be treated as the precious resource that it is, with future growth being focused within the city, and where residents can go about much of their daily lives with a reduced carbon footprint.

"Protect outlying areas and green areas for generations to come!"

- Courtenay Resident



3. Strong Neighbourhoods

The City of Courtenay will work with residents to identify and invest in the desired qualities and amenities to protect and strengthen so that community life at the neighbourhood scale is functional, delightful, and meaningful.

"Strong neighbourhoods are important [and] require some serious investment in the development of neighbourhood identities, hubs, and shared spaces."

- Courtenay Resident



2. Housing Choices for All

The City of Courtenay will enable housing choices in all neighbourhoods of the city in which all residents have access to homes that are affordable, healthy, green, and appropriate for diverse needs, life stages, and aspirations.

"Please more low income housing and support for our homeless population. These people have a right to safe and stable housing. We need to support our vulnerable community members."

- Courtenay Resident



4. Functional Transportation Choices

The City of Courtenay will rebalance Courtenay's transportation system to provide a more functional spectrum of options that prioritizes walking, cycling, and transit. This in turn will support street life, active living, neighbourliness, economic vitality, affordable household transportation, and low carbon footprints.

"Today's cities are defined by the transportation networks that run through them. A busy street can destroy a neighbourhood. A gentle bike lane can enhance a neighbourhood. I believe that safe, secure, affordable transportation... is the best way to have strong, diverse communities."

- Courtenay Resident



5. More Space for and Time in Nature

Natural assets will be recognized as powerful allies in climate action and essential to resident quality of life and will therefore be protected, reclaimed, and expanded throughout Courtenay. Nature will be invited into our neighbourhoods by making space for it, increasing opportunity for residents to recharge and connect.

"If we want to stay a vibrant community with nature at our back door, [protection of nature] is imperative."

- Courtenay Resident



6. Love for Local Culture and Places

Spaces that spark public life in the downtown, in town and neighbourhood centres, and throughout the city will be strengthened and expanded. Courtenay's renowned natural backdrop will form the basis of place making, ripe with opportunity to layer in cultural expressions of art, heritage, and distinct Courtenay identity including of and with Indigenous peoples.

"They say a small corner lot with a tree will create a lot of buzz in a densely built-up area. Diversity is key in nature, so why not follow that same powerful rule?"

- Courtenay Resident



7. A City for Everyone

Courtenay will ensure equity is integrated into planning and design considerations, so that everyone - including racialized people, newcomers, 2SLGBTQIAP, women, persons with disabilities, children, youth, and elders - are equal participants in the city and in city building.

"Everyone should be welcome to thrive in our community."

- Courtenay Resident



8. Economic Success Emerges from Community Values and Place

Economic success will be viewed holistically through the intersecting dimensions of environmental, social and economic systems. Courtenay will invest in the foundational conditions for high quality of life including unique and delightful public places, streets, housing choices for all, parks and recreational opportunities, a clean and protected environment, and inclusive municipal government services.

"Affordable living means people have money to live & spend in their local communities."

- Courtenay Resident

9. Investing in Relationships

The City of Courtenay will value the contributions of all its citizens, nurturing and practicing a culture of proactive involvement in local government reconciliation and all community decisions by creating new avenues for community participation and action.

"I would like to see partnerships with First Nations, BIPOC [black, Indigenous, people of colour] communities, the homeless, rural constituents, [and] our food providers/farmers."

Courtenay Resident



VISION

Courtenay is responsible for the future,
supporting high quality of life with a
low-carbon footprint for all.

Full OCP Vision stated on page 22

GOALS

Land is valued as a precious resource

Housing choices for all

Strong neighbourhoods

Functional transportation choices

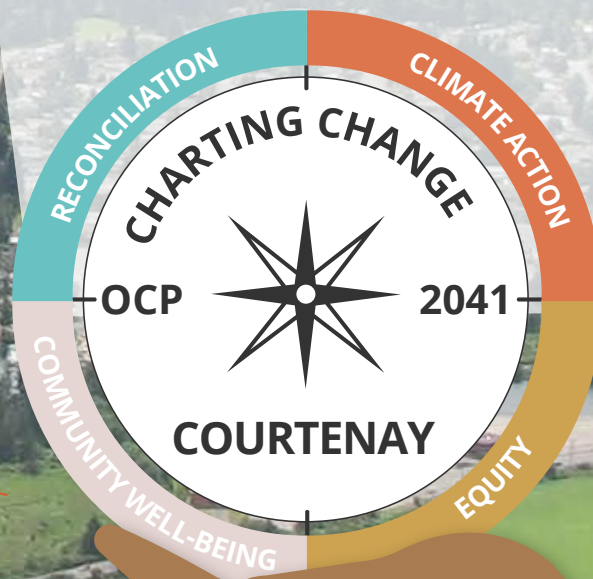
More space for and time in nature

Love for local culture & places

A City for everyone

**Economic success emerges from
community values & place**

Investing in relationships





HOW WE WORK TOGETHER

The OCP is a collective vision and it is a collective action. Its implementation is a collective journey. The success of the OCP will depend on collective commitment to upholding the vision, directions, goals, and specific policies and actions identified in this Plan. When seen in this light, the process of inclusive city building is as important as the OCP itself. The following section identifies key relationships that will require investment and nurturing to turn Courtenay's vision into reality.

CITY OF COURTENAY AND K'ÓMOKS FIRST NATION RELATIONSHIP

The City of Courtenay acknowledges the KFN community vision as articulated in the KFN Comprehensive Community Plan 2014–2024, and as a neighbour supports the vision of moving forward together:

“K’ómoks First Nation is a prosperous and healthy community where each member has the right to self-sufficiency. K’ómoks members move forward with our neighbors, exercising our rights and title while respecting our historical connections to our lands and resources, and to one another.” – KFN Comprehensive Community Plan 2014-2024.

The City of Courtenay and K’ómoks First Nation have experience working together and are committed to building on successes of the past while supporting the conditions to continue a strong and productive respectful relationship.

Recent examples include a servicing agreement between the City and KFN on the Puntledge Lands (IR#2), Regional Community to Community Forums to share perspectives, and the Kus-kus-sum habitat restoration project. These accomplishments have positively affected our collective communities and made the relationship stronger.

To create the OCP, KFN Chief, Council, and staff provided perspective, priorities, and guidance on numerous policy topics. Together with Courtenay City Mayor and Council, a list of important topics to acknowledge, work towards, and prioritize was identified:

- Action on Reconciliation and implementing UNDRIP as the framework for reconciliation
- Missing and Murdered Indigenous Women and Girls
- Land use plan and subdivision law
- Stormwater, flooding, water diversion
- Development around archeological sites
- Land disposition consultation
- Housing affordability
- Community safety, homelessness, and the toxic drug supply
- Infrastructure and shared services
- Emergency planning

The policies to support these mutual priorities are included in the OCP wherever possible. Some topics will require more detailed attention in order to be implemented. Cooperation on these topics and others as both our communities' needs evolve will be vital to fostering a resilient and inclusive community as well as building and maintaining a strong relationship.

INTERGOVERNMENTAL RELATIONS: LOCAL, PROVINCIAL, AND FEDERAL

The City of Courtenay as a local government exists within a larger democratically determined federal and provincial governance system. The ability of the City to achieve the OCP vision and follow the four directions of reconciliation, climate action, equity, and community well-being will be influenced by then federal and provincial policies and programs of the day as well as the authority to undertake actions as granted by provincial legislation. Therefore, it is important to understand what the City of Courtenay's roles and responsibilities are and consider how the City of Courtenay fits within this multi-jurisdictional context in delivering on the OCP vision and goals.

Within Canada, a federal state, legislative constitutional powers are assigned to both federal and provincial governments. Federal powers include matters of national interest such as banking, citizenship, and defense. Provincial powers include matters of more regional interest such as education, health care, and the management of natural resources. In BC, the Local Government Act and the Community Charter are the principal pieces of legislation that define the core authority of local governments and guide the decision-making process. The provincial legislatures delegate some of their powers to local governments. Examples of the delegated authorities are the ability to hold municipal elections, collect property taxes, make bylaws, and establish regulations, all of which must comply with the legislative authority provided by their province. Accordingly, the City of Courtenay exercises these delegated powers in regulating land uses and businesses and providing and maintaining community assets and services such as parks and recreation facilities, sidewalks, roads and cycling facilities, and underground sewer and water infrastructure within municipal boundaries.

At the time of the writing of the 2022 OCP, the provincial government provided two focused directions directly connected with the OCP's cardinal directions: Climate Action and Reconciliation.

In 2007 the provincial government established the Climate Action Charter, a voluntary agreement in which local governments commit to taking climate actions including becoming carbon neutral in their corporate operations, measuring community-wide emissions, and creating complete, compact, energy-efficient communities. The City of Courtenay became a signatory to the Climate Action Charter in 2007.

In 2019 the provincial government passed the Declaration on the Rights of Indigenous Peoples Act (DRIPA) which forms the foundation for the Province's work to advance reconciliation. The Province's work is expected to include the provision of directions and powers to local governments to fulfill this important mandate.

The Provincial Government set forth amendments to the Local Government Act in 2023, with changes made to the timing and requirements for Housing Needs Reports as well as changes to the Zoning Bylaw through the passage of Bill 44. The 2026 OCP was undertaken with the intent of meeting the requirement for municipalities to ensure their Official Community Plan reflects the five- and twenty year need for local housing identified in their most recent Housing Needs Report.

The City of Courtenay continues to work with all levels of government including First Nations in the fulfillment of these three important mandates, as well as many others.



RECONCILIATION

“Reconciliation is about establishing and maintaining a mutually respectful relationship between Aboriginal and non-Aboriginal peoples in this country. For that to happen, there has to be awareness of the past, acknowledgment of the harm that has been inflicted, atonement for causes, and action to change behaviour.”

– Canada’s residential schools: Reconciliation. The final report of the Truth and Reconciliation Commission of Canada, Volume 6. 2015.

Following the federal government’s first announcement on its commitment to adopt and implement the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) in 2016, and the provincial government’s adoption of the Declaration on the Rights of Indigenous Peoples Act in 2019, the City of Courtenay Council passed a resolution in 2020 that the UNDRIP be its framework for Indigenous reconciliation. Subsequently, the Federal UNDRIP Act received royal assent on June 21, 2021.

The UNDRIP (2007) is a comprehensive international instrument on the basic human rights of Indigenous peoples around the world. It sets out a broad range of collective and individual rights that constitute the minimum standards to protect the rights of Indigenous peoples and to contribute to their survival, dignity, and well-being. It also affirms that Indigenous peoples are free from discrimination of any kind and recognizes the urgent need to respect and promote the inherent rights of Indigenous peoples.

Adoption of UNDRIP as the framework for reconciliation across all levels and sectors of Canadian society is the first principle of reconciliation as identified in the *Truth and Reconciliation Commission of Canada* (2015). Other principles are included here to provide a foundation of understanding to all further actions that the City will undertake in support of reconciliation:

- *First Nation, Inuit, Métis peoples, as the original peoples of this country and as self-determining peoples, have Treaty, constitutional, and human rights that must be recognized and respected.*
- *Reconciliation is a process of healing of relationships that requires public truth sharing, apology, and commemoration that acknowledge and redress past harms.*
- *Reconciliation requires constructive action on addressing the ongoing legacies of colonialism that have had destructive impacts on Aboriginal peoples' education, cultures and languages, health, child welfare, the administration of justice, and economic opportunities and prosperity.*
- *Reconciliation must create a more equitable and inclusive society by closing the gaps in social, health, and economic outcomes that exist between Aboriginal and non-Aboriginal Canadians.*
- *All Canadians, as Treaty peoples, share responsibility for establishing and maintaining mutually respectful relationships.*
- *The perspectives and understandings of Aboriginal Elders and Traditional Knowledge Keepers of the ethics, concepts, and practices of reconciliation are vital to long-term reconciliation.*
- *Supporting Aboriginal people's cultural revitalization and integrating Indigenous knowledge systems, oral histories, laws, protocols, and connections to the land into the reconciliation process are essential.*
- *Reconciliation requires political will, joint leadership, trust building, accountability, and transparency, as well as substantial investment in resources.*
- *Reconciliation requires sustained public education and dialogue, including youth engagement, about the history and legacy of residential schools, Treaties, and Aboriginal rights, as well as the historical and contemporary contributions of Aboriginal Peoples to Canadian society.*

The City's Reconciliation Guiding Principles

- Local Indigenous traditions, knowledge, and wisdom and self-governance are recognized and honoured within First Nations' territories.
- A locally developed Reconciliation Framework is used to identify specific local reconciliation actions and to guide decision-making.
- The City's Reconciliation Framework is implemented in all policy areas.
- Reconciliation takes time and commitment and hinges on the ability to deepen trust between all involved.

Policies

- R 1** The City of Courtenay will create, promote, and implement a Reconciliation Framework in which concrete actions are identified in partnership and consultation with the wider community with guidance from K'ómoks First Nation and First Nations, Métis, Inuit, and Urban Indigenous People. The Reconciliation Framework will be guided by UNDRIP and the Truth and Reconciliation Commission Calls to Action.
- R 2** The City of Courtenay supports the federal and provincial governments' intergovernmental initiatives and Canada's reconciliation process.
- R 3** The City of Courtenay will seek opportunities to establish engagement processes and implementation of the *Truth and Reconciliation Commission of Canada's Calls to Action*.
- R 4** The City of Courtenay will incorporate Indigenous perspectives into its work and decision-making process.
- R 5** The City of Courtenay commits to ongoing respectful government-to-government relationships with K'ómoks First Nation that nurtures trust and resiliency.
- R 6** The City of Courtenay commits to deepening relationships and partnerships with organizations that represent Métis and off-Nation Indigenous residents.
- R 7** The City of Courtenay will collaborate with all regional partners and sectors of society wherever opportunities exist and will strive for regionally consistent approaches to reconciliation.
- R 8** The City of Courtenay will invest in ongoing learning opportunities between the City and all Indigenous partners.
- R 9** The City of Courtenay will provide learning and capacity building opportunities for City employees to build better awareness, understanding, and accountability by following the principles of the Truth and Reconciliation Commission of Canada's Official Mandate as well as the United Nations Declaration on the Rights of Indigenous Peoples.
- R 10** The City of Courtenay will collaborate with and support Indigenous partners and service providers in the community in providing educational opportunities for the general public.
- R 11** The City of Courtenay will seek to support K'ómoks First Nation economic development aspirations in accordance with the policies in this OCP.



An Equity Lens for Community Participation

Placing an equity lens on community participation ensures that the needs and experiences of all people are included in public engagement, public consultation, and democratic decision-making processes.

The City is committed to removing barriers to participation, designing engagement activities that are accessible and culturally safe, and regularly reviewing practices to ensure continuous improvement and accountability.

The City routinely engages with community members on diverse topics. In addition to the formal and routine public hearing process, the City invites community participation through more creative means such as open houses, online surveys, virtual dialogue sessions and unique events like neighbourhood ‘walkshops’. At the same time, it is common for many voices to be under-represented in municipal engagement processes, and Courtenay is no different. As evidenced by the demographic data collected in online surveys for the 2022 OCP process, some groups are underrepresented during certain types of engagement activities. These

groups include youth, single parents, people of colour, Indigenous peoples, low-income residents, 2SLGBTQIAP people, persons with disabilities, children, youth, elders, and renters.

A foundational part of Courtenay's vision is to be a city for all people, created for and by residents with diverse identities, experiences and aspirations. In order to ensure that all perspectives are reflected in decision-making, additional efforts must be made to engage everyone. This involves engaging organizations and residents in all stages of the decision-making process. This also requires meaningfully reaching, including, and honouring voices of *equity-priority groups*.

The City adopted a Communication Strategy in 2024 and an Engagement Framework in 2025 to guide City communication and engagement approaches across City departments, services and activities. These documents identify practices that will be followed to reach diverse audiences through a range of communication channels and enhance resident participation in City decision-making.

The City's Engagement Framework ¹

The City's Engagement Framework includes five Guiding Principles.

- **We listen to learn:** Every engagement starts with the commitment to listen deeply, meaningfully, and equitably to ensure everyone who lives, works, plays and learns in Courtenay has an opportunity to share.
- **We are guided by equity:** The City recognizes systemic barriers and commits to removing them by creating safe, inclusive spaces and addressing the unique needs of each group.
- **We commit to transparency:** Earning trust is foundational to our engagement efforts. The City aims to ensure that participants understand how their feedback is used and how their voices influence outcomes.
- **We are flexible and adaptive:** The City commits to remaining flexible, tailoring engagement methods to meet community needs and adapting our practices as we learn.
- **We value relationships and reconciliation:** The City is dedicated to building and maintaining strong, respectful connections with Indigenous communities, equity-deserving groups and all residents.

Policies

- CP 1** The City will seek opportunities to take a proactive community participatory approach for the purpose of encouraging open dialogue and inclusive decision-making processes to be applied, but not limited, to the proactive planning OCP review cycle.
- CP 2** The City will follow the International Association of Public Participation's (IAP2) best management practices to inform the City's Communication and Engagement Frameworks.
- CP 3** The City will implement the City's Engagement Framework for public and interest holder engagement.
- CP 4** The City will apply appropriate engagement tools and techniques to provide a consistent approach to public engagement efforts across a range of community decisions based on the impact of the decision or change.
- CP 5** The City will seek input from equity-priority and under-represented groups on how they would like to safely and comfortably participate in engagement processes, and then create an engagement strategy accordingly.

¹ Based on the City of Courtenay's Communication Strategy & Engagement Framework

CP 6 The City will consider the use of a range of formal and informal resident and interest-holder advisory bodies such as, but not limited to, standing and select committees of Council, task forces, citizen assemblies, review panels, and advisory councils.

CP 7 The City will strive to ensure that advisory committees be representative of the community, including *equity-priority groups*.

CP 8 The City will explore opportunities for supporting community development approaches to strengthen the participation and resilience of neighbourhoods.

CP 9 The City will explore partnerships as strategies to achieve OCP vision, goals and policies. Partnerships will employ innovative and structured approaches to ensure all parties are involved and mutually supported to maximize individual and collective efforts.²

CP 10 The City will work to remove barriers to participation by providing flexible engagement options and prioritizing central, accessible and culturally-appropriate venues for events, aligned with the Accessible British Columbia Act.

CP 11 The City will track and communicate trends in community growth and change at regular intervals to ensure residents have access to information to participate in City engagement practices in a meaningful way.

CP 12 The City will regularly review and adapt communication and engagement activities to reflect community feedback, remove barriers and respond to emerging communication and engagement tools.

² An example of an innovative and structured partnership approach is the Collective Impact model. www.collectiveimpactforum.org



OUR COLLECTIVE RESPONSIBILITY

Creating the plan for Courtenay's future will be the easiest part in the achievement of our collective vision.

Creating the plan is just the beginning. To implement the plan is quite a different matter.

An OCP is a tool to navigate great challenges, opportunities, and changes before us: climate action, reconciliation, equity, and community well-being. The community process to create the OCP has identified where we want and need to go – our vision. As Courtenay's compass, the OCP tells us what we need to do get there – our policies and actions. But a compass is only as good as how well it's used. How far we get in achieving Courtenay's vision will depend on how fully we use this Plan as a tool to navigate and manage change.

Collective commitment will fuel the implementation of the OCP. Commitment will be needed as time passes, as people move to and from Courtenay, as our elected leaders pass the torch, as one generation welcomes the next. Commitment will be needed when decisions are hard, especially when decisions are hard. In those moments, the OCP can be used to refocus our efforts and bring clarity to what at the core of Courtenay really matters: climate action, reconciliation, equity and community well-being.

The OCP is a facilitative policy instrument. It provides both direction for the City of Courtenay as well as identifies where collaboration and support by other sectors are needed to achieve stated objectives. Mayor, Council and City staff, developers, community organizations, businesses, and already-engaged residents are expected to use the OCP the most. However, ***there is a role and a need for everyone to engage with this Plan.*** The success of this Plan will hinge on residents and friends of Courtenay everywhere lending their hearts, minds, and efforts to climate action, reconciliation, equity, and our community's well-being, even if it is for their first time. Especially if it is their first time.

The OCP is a living document. Through the 5-year update cycles, the OCP will identify changes and steps that need to be taken to serve the community.

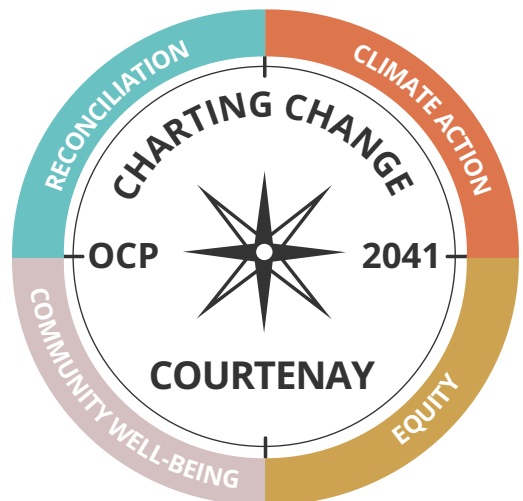
This OCP identifies significant change is needed within a variety of services, developments, and partnerships to ensure they work towards our established vision. Fortunately, changes to support climate action, reconciliation, equity and community well-being are taking place in wider society and the work undertaken to achieve Courtenay's vision will be in good company. This OCP is expected to be met with many partnership opportunities with others who share Courtenay's vision. However, how quickly identified actions are implemented, in what order, and how significantly will depend on the ability of all of us who actively share and work towards Courtenay's vision to steward this OCP to its fullest potential.

The Implementation section (Part D) of the OCP identifies the most commonly applied tools available to the City of Courtenay to play its leadership role in stewarding and implementing this Plan. When applied together, and with the support of engaged citizens, interest holders, rights-holders, and partners, these tools can be powerful in implementing the Plan. Like all tools, their ability to deliver on Courtenay's vision will depend on how fully they are used.

With or without implementation of this OCP, Courtenay will change.

A combination of demographic, technological, political, ecological, cultural, and economic changes are the constant – but shifting – backdrop of this OCP; unforeseen challenges and opportunities will present themselves in Courtenay's future. The OCP clarifies Courtenay's choices in how we as a community intend to manage change for those topics that could be explored through the creation of this Plan. The four cardinal directions provide focus for when encountering new challenges to ensure Courtenay's values guide actions whatever the opportunity may be. Therefore, paramount to all these implementation tools is the ability to evaluate our implementation efforts and adapt and recalibrate policies and actions as new information and opportunities come available. The core directions of the OCP are dynamic and complex and therefore this OCP must respond to the community's needs with flexibility, always in pursuit of the vision.

The City of Courtenay welcomes you, the reader, to pick up Courtenay's compass and walk and work with us on our collective journey towards being a City responsible for the future.





PART B

MANAGING GROWTH

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Part B begins with recognition of K'ómoks First Nation's time immemorial stewardship of Courtenay's lands and waters, situates Courtenay within the region's growth strategy, and provides direction on land uses across Courtenay, as well as some further detailed policies for specific neighbourhoods and areas.

TIME IMMEMORIAL

Since Time Immemorial the K'ómoks First Nation have stewarded and cared for the lands and waters that make up Courtenay today.

K'ómoks Unceded territory stretches across the Salish Sea from the lands currently known as Vancouver Island, extending north of Salmon River to south of the Englishman River watershed. K'ómoks First Nation members are Kwakwaka'wakw and North Coast Salish people who assert their shared heritage, history, and culture. Their language and spiritual practices are tied to the lands, waters, and resources that are found in the K'ómoks area.

"Comox" is an anglicization of K'ómoks, which is derived from the Kwakw'ala term, kw'umalha, meaning "plentiful, rich or wealthy." Oral history and archaeology describes a rich and bountiful relationship between the K'ómoks people and the land of plenty. The families which make up the present day First Nation share a rich history and traditions traced back to Pentlatch, Kwakwaka'wakw, Coast Salish,

and Nuu-cha-Nulth groups. Current archaeological research confirms the occupation of the K'ómoks First Nation territory by First Peoples thousands of years before first contact with Europeans.

The technologies that were applied in harvest, preparation, and cultivation of local resources were appropriate to the environment, resource, and spiritual beliefs. Fish weirs, duck nets, berry picking techniques, and clothing design met the needs of the K'ómoks people and for generations provided variety, utility, and sense of cultural uniqueness. Mask dances and songs filled the winter nights and season. Property was distributed to guests in potlatches, and naming ceremonies honoured the youth, leaders, and elders of the communities.

Text adapted from the K'ómoks Comprehensive Community Plan (page 26), with permissions.

The K'ómoks Marine Use Plan identifies fundamental values and teachings that are continuously passed on and practiced in order to maintain a strong connection to KFN homelands and culture. A number of these **values and teachings** are included here and are relevant context to the OCP, a land use and stewardship document.

Honouring the Creator as the source of all gifts within the KFN homelands. Celebrating the return of species such as salmon, and allowing the first migration returning to pass without harvest.

Protocol as a foundational cultural tool to manage resources throughout KFN territories. Protocol includes acknowledging which Nation's territory one is in, asking permission to utilize resources, and sharing in benefits.

Respect for homeland by refraining from violating the abundance and diversity of life within KFN territory. Providing an offering to the Creator and a strong connection to homeland are the basis of respect.

Balance is the healthy functioning of the natural cycles, seasonal changes, and natural flow of life. Too much harvesting or protection of a species or habitat can disrupt the balance. KFN elders are concerned this balance has been broken and needs to be re-established.

Working together to accomplish large tasks which also provides a benefit of teaching and passing on ancient knowledge. During marine harvesting cycles, the elders say, "We gather together to gather" in order to learn by doing.

Sharing the bounty of resources from KFN territory through customs such as the potlatch which is not about how much can be accumulated but how much can be given away. Today, resources from KFN territory are not being shared with the Nation which is not how it is supposed to be.

Stewardship incorporates all these values and teachings into the practical management of the resources in KFN territory. An image of proper stewardship is the fish weirs that KFN ancestors utilized in the Estuary to catch salmon.



REGIONAL CONTEXT STATEMENT

Justification

As required by the Local Government Act, if a regional growth strategy applies to all or part of the same area of a municipality, the Official Community Plan of that municipality must include a regional context statement. This statement shall identify specifically the relationship between the OCP and the *Regional Growth Strategy* (RGS) with respect to the future growth management of the region, including population projections, land use, social, economic and environmental objectives, local economy, parks and natural areas, *affordable housing*, transportation, regional services, agricultural lands, and the target to achieve the reduction of greenhouse gas emissions in the region.

Courtenay in the Comox Valley

The City of Courtenay resides entirely within the territory of the K'ómoks First Nation, and in what is today the Comox Valley. Located in the northern half of Vancouver Island, overlooking the Strait of Georgia subregion of the Salish Sea, the Comox Valley is home to one of the most significant estuaries in British Columbia, including tidal mud flats,

lagoons, salt marshes, low-lying forest habitats, and the numerous watersheds that flow into them. According to the Comox Valley Regional District (CVRD) Regional Growth Strategy (RGS), the K'ómoks First Nation's core territory extends from the south side of the Englishman River drainage, north along the height of land on the Vancouver Island Range, east along the height of land on the north side of the Salmon River Valley, across the Johnstone Strait to Call Inlet, and southeast down the centre of the Strait of Georgia back to the south side of the Englishman River, including islands and portions of the mainland. There is regional overlap of shared territory with Sliammon, Homalco, Snaw-Naw-As, Cape Mudge, Campbell River, Qualicum, and Kwiahah First Nations. The City of Courtenay is located within the core territory of K'ómoks First Nation, and also within the overlapping territories of Wei Wai Kum First Nation, Wei Wai Kai First Nation, Kwiahah First Nation, and Homalco First Nation.

The 2021 census indicates that the Comox Valley is home to more than 72,000 residents and encompasses the Village of Cumberland, the Town of Comox, and the CVRD's electoral areas of Baynes Sound (Electoral Area A), Lazo North (Electoral Area B), and Puntledge-Black Creek (Electoral Area C) – as well as the City of Courtenay (population approximately 28,400). Its neighbours include the K'ómoks First Nation. A number of significant provincial parks and lands within the Agricultural Land Reserve are located within the region. The Comox Valley is connected to the broader Vancouver Island and Mainland through a network of highways, ferry lines, and flights from the Comox Valley Airport.

Alignment with the Regional Growth Strategy

The CVRD adopted the current RGS in 2011. It provides a framework for future land use, and sets broad, regional direction for planning, policies, and action for all member municipalities, including Courtenay. The vision for the region is as follows:

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, business, 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 landscape.

Within the RGS, Courtenay is identified as the major urban centre that should provide for a wide diversity of housing and employment opportunities, and the highest regional densities, now and in the future. **A number of the region's growth management principles are directly relevant to Courtenay's OCP and are stated here as OCP principles of growth management as well:**

- Protect key natural and ecological features throughout the Comox Valley.
- Take actions to address public health and environmental issues as they are identified and, where possible, before they arise.
- Recognize the distinctiveness of existing communities and ensure the needs of both urban and rural areas are met.
- Recognize that the K'ómoks First Nation is in the process of land settlement negotiations and that there should be ongoing collaboration and cooperation between the local governments and the K'ómoks First Nation.
- Promote the efficient use of land, provide greater transportation choices, reduce public servicing costs, and achieve environmental benefits through compact growth.
- Ensure the efficient use and financial viability of existing and planned investment in public infrastructure.

- Promote *intensification*, compact growth and supportive public transit services throughout designated Municipal Areas as the primary means of accommodating population and employment growth.
- Promote and support the overall economic viability of the designated Municipal Areas so that they can continue to provide a primary base for residential, commercial, and institutional activities.

The regional principles complement the interrelated OCP growth management related goals of valuing land as precious, functional transportation choices, housing choices for all, strong neighbourhoods, and a city for everyone.

This OCP aligns with the RGS vision and growth management policies. Courtenay's strategy for managing future growth is to strengthen several existing neighbourhood nodes and corridors across the city through intensification of a variety of land uses, increasing investment in active and transit modes of transportation and creation of vibrant urban spaces. This in turn will reduce development pressure outside of Courtenay's boundary or the need to annex lands from the electoral areas into Courtenay jurisdiction. At the same time, OCP Map B-2 identifies potential Boundary Extensions

that may be considered and supported for boundary extension(s) as part of or outside of the regular five-year OCP review cycle to respond either to matters of public health concern or where there is a demonstrable need for additional municipal land availability. The Boundary Extensions are areas that border the City and that are identified in the RGS as Settlement Expansions Areas (Map No. 5, Growth Management Map) intended for municipal incorporation.

Appendix 3 of the OCP – Regional Context Statement, contains more detailed comparison of the relevant policies in these documents. More detailed thematic policies to achieve all OCP goals are provided in Part C of this Plan.

Part 5 of the RGS addresses implementation measures, monitoring, and amendment procedures. The OCP establishes principles and policies to be followed by Courtenay City Council in the implementation of both the OCP and the RGS to ensure all subsequent local government bylaws, works, and services undertaken by both the CVRD and the City are consistent with both the OCP and RGS. Review and amendment of the OCP will occur on an as-required basis according to the relevant sections of the Local Government Act.



THREE KEY LAND USE CONCEPTS

Land use policy is about more than the land use itself, because land use decisions influence numerous other aspects of our daily lives as well as other components of cities. These include, but are not limited to: the transportation network, open spaces, buildings, municipal services, the economy, and the natural environment. Land use policies also influence the ability to achieve the OCP's core directions of reconciliation, climate action, equity, and community well-being. This is because how a community is structured informs future opportunities, and constraints, in the pursuit of community goals and ultimate vision.

Key interdependent land use and urban form strategies lay the physical foundation for a city that is responsible for the future, each of which are described in turn:

- 1. Mixing land uses**
- 2. Increasing densities**
- 3. Supporting high-quality urban form & design**

1. *Mixing land uses*

Land use mix refers to the diversity of land uses (e.g., residential, commercial, institutional, etc.) within a given area. Higher degrees of land use mixes are associated with "complete communities," wherein residents have easy access to a variety of amenities and services within their neighbourhood. These include shops and restaurants, cultural and civic facilities (e.g., museums, libraries, galleries), employment opportunities, recreational destinations (e.g., parks, community centres), and more. This mix allows residents to live, work, shop, play, and learn close to home ideally within a 10-minute walk, resulting in the concept of "*10-minute neighbourhoods*" as a policy objective described further in this plan. Some mixes of uses, such as heavy industrial and residential, on the other hand, are not suitable.

Land use mix is important for creating distinct, vibrant neighbourhoods that support businesses and offer housing and transportation choice. For example, with other variables such as residential density held as constants, the odds of a person walking are twice as high in areas with a

high degree of suitable mixed uses than in areas with a low degree of mixed uses. Residents living near multiple and diverse retail destinations also generally make more frequent and shorter shopping trips, and more by walking and cycling. A higher degree of land use mix can also translate into a stronger sense of community, allowing residents to interact with their neighbours more often, trust others, form community networks, and be socially engaged.

Within Courtenay there are a number of areas that already display the land use mix qualities of *10-minute neighbourhoods*, such as the downtown, lower Ryan Road commercial area and upper Ryan Road commercial and institutional area, each surrounded by residences.

2. Increasing densities

Density refers to the number of people, homes, or jobs within a certain area. Higher residential density, often in the form of multi-unit housing, can result in: energy savings; lower per capita municipal infrastructure and service costs (e.g., roadways, water and sewer infrastructure, transit, fire stations, recreation centres, etc.); greater housing choices and contributes to affordability; more vibrant street life and public realm; a larger proportion of trips by foot, bike, and transit; and, as a result, reduced greenhouse gas emissions.

Many areas in Courtenay do not have the residential densities to be considered

walkable or supportive of frequent transit service¹, which partly explains why 85% off all trips within Courtenay are by private vehicle. Many of the residential densities are also insufficient to create the amount of customers needed to support neighbourhood-serving businesses like grocers and local coffee shops, which in turn influences access to services, street life, and overall neighbourhood vitality. At the same time, pockets of existing residential density offer promising local precedents for *10-minute neighbourhoods* such as the downtown, near Lake Trail Community School, lower Ryan Road, and near the Air Park.

Employment density is also important to reducing greenhouse gas emissions, as the concentration of jobs in a particular area can affect transit ridership even more strongly than the concentration of residents. For growth centres and corridors, employment densities should be considered in tandem with residential densities, as they both contribute to transit viability and improve residents' access to jobs by foot, bicycle, or transit. In Courtenay, there are pockets of high job density at important employment anchors, including the downtown area, lower Ryan Road, North Island College, and North Island Hospital Comox Valley, and retail areas along the Cliffe Avenue corridor.

In Courtenay, areas with higher employment densities tend not to directly overlap or integrate with areas of higher population density; however, a number of these areas are near one another – thus providing a foundation for the reality of *10-minute neighbourhoods* throughout Courtenay.

¹ Minimum densities to support frequent transit are approximately 30 residential units per hectare, or 50 jobs per hectare, or a combination of residential units and jobs reflecting these respective land use densities.

3. Supporting high-quality urban form & design

Urban form refers to the physical structure and appearance of a community. It determines how open spaces, transportation networks, ecological systems, buildings, and humans relate to each other in physical space. Urban form and design should also communicate a community's values, reflect its heritage and character, and make a space a place people want to be. Urban form considerations are key to ensuring that mixed use, higher density centres throughout Courtenay are thoughtfully designed to complement and enhance the neighbourhoods in which new development will occur.

Connectivity, as an outcome of urban form, is one of the most significant factors in the frequency and quantity of walking trips, which in turn also supports transit. Connected streets provide multiple route options throughout the community while 'dead-end and loop streets' serve adjacent properties only. The downtown area reflects a traditional small block grid pattern that was common to this era: well-connected with many options for travel by foot, bicycle, and vehicle.

Streetscape quality and composition also have significant influence on the transportation experience and therefore desirability of walking and cycling in a city. Streetscapes that accommodate more public activities such as socializing, shopping, playing, sitting, and lingering are important conduits of the social fabric of the community and help establish a sense of place and identity. Features within the streetscape to accommodate these activities include attention to the human scale of developments to ensure architecture and landscapes feel comfortable, sufficiently wide sidewalks, cycling infrastructure, frequent seating, street trees, and landscaping.

Access to parks, natural areas, and other open spaces is another important measure of how well urban form is meeting the needs of residents. Fortunately, within Courtenay 98% of residents are within a 10-minute walk of a public park.

CO-BENEFITS OF THOUGHTFUL LAND USE PLANNING

Mixing uses, strategically focusing increased densities and attention to high-quality urban form are important land use ingredients that together deliver on a number of benefits to a community's success:

- **Community Character** – This refers to the “look and feel” and overall attractiveness of a city. The height and type of buildings, and the uses within them, influence street life and help shape a distinguishable visual identity that creates a unique sense of place.
- **Housing Choices** – Different building types offer different housing choices (e.g., single residential house, townhouse, apartment) available for individuals and families. Land use policies that enable housing diversity are able to better contribute to meeting a community's diverse housing needs.
- **Transportation Choices** – The intensity and distribution of buildings, along with land use and transportation infrastructure, greatly impacts how people choose to move around. Some forms of development make it convenient, safe, and desirable to move around on foot, by bike, or by transit, while other forms of development effectively limit transportation choices to travel by car. Transportation choice in turn influences an individual's level of physical activity, and thus their health and safety. Owning a car is also the second-greatest expense in many households after housing, therefore more transportation choices contribute to a household's affordability.
- **Protection of Agricultural Land and Natural Environment** – The physical footprint of a city and the degree to which growth is managed within existing built-up areas greatly influence a community's ability to protect its surrounding natural areas and agricultural lands from encroaching development.
- **Sustainable Servicing** – This includes municipal infrastructure, ranging from roads to sewers to parks. The efficiency and sustainability of providing these services to citizens across the city is influenced by the distribution and intensity of development.
- **Municipal Finances and Taxes** – Municipal servicing efficiency in turn impacts the cost of providing services, which affects the City's financial bottom line and ultimately the taxes paid by residents and businesses.



View from K'ómoks Estuary looking up the Courtenay River in the 1920s. Photo from Courtenay Heritage Commission.

HOW COURTENAY WILL GROW

Defining the Urban Physical Framework

Figure B-1 illustrates the urban framework concept for Courtenay. This urban framework concept will direct growth over approximately the next 20 years, after which new growth centres will have to be identified to plan for and manage growth. Map B-1 illustrates the corresponding land use plan which provides parcel level detail of the land use designations within the urban framework concept. Land use designations and area specific policies are described further in Part B.

The strategy for managing Courtenay's growth is to build upon and strengthen existing successful nodes and corridors within existing neighbourhoods across the city by guiding the majority of future growth toward a series of identified distinct and connected mixed use areas. Focusing growth within existing urban areas is established best community planning and municipal Asset Management practice and is assessed to be the optimum growth pattern to meet the ambitious vision and interrelated goals that direct this Plan.

Identifying Growth Locations

Seven growth centres and connecting corridors were identified as most suitable for community growth. A series of geospatial variables were modelled together to identify the best locations for growth to achieve a number of community goals. For example:

- Floodplain hazard lands. Growth is located away from the floodplain because new residences are not appropriate in these areas.
- *Environmentally Sensitive Areas*. Growth is focused away from these areas in order to not place development and ecological protection in conflict. Wherever growth is planned or proposed near *Environmentally Sensitive Areas*, biologist studies and site specific mitigation proposals will be required to prioritize protection and *restoration* of sensitive ecosystems to the fullest extent possible.
- Distance to common destinations such as stores, schools, commercial and employment centres, parks, and community service facility locations. Growth is targeted around a number of existing community destinations in order to form the basis of successful *10-minute neighbourhoods*.
- Proximity to the frequent transit corridor. Growth is targeted near and along the Frequent Transit Network to improve transit service frequency, and provide convenient transit for more people.

- Redevelopment opportunities, recent development trends, and viability of development. Growth is located in areas where undeveloped or older properties are located to accommodate new development or redevelopment into something modified or new.
- Future GHG emission reduction scenario modelling. Growth is located to maximize the ability for people to walk, wheel, cycle, and take transit, as well as increase the number of multi-residential buildings to maximize building energy efficiency and housing affordability.

Primary Growth Locations: Town Centres and Urban Corridor

These areas are activity centres in the city and will continue to attract the highest densities in Courtenay in the form of new multi-residential buildings and a wide variety of commercial uses such as offices, retail stores, and large-format shopping (in centres outside the downtown). The primary growth locations are reflected in the Downtown, Town Centre, and Urban Corridor land use designations described in the following section. Primary growth centres are designated based on their central and connected locations throughout Courtenay, their existing densities and mix of uses, potential to accommodate more frequent transit, and focus public infrastructure investments.

Secondary Growth Locations: Neighbourhood Centres and Multi-Residential

These areas include or are in close proximity to existing community and commercial services within established neighbourhoods. The development opportunity within these areas will largely be *redevelopment* opportunities from lower density to higher density or from a single use today to a mixed use in the future. These areas will accommodate medium-density residential development and multi-residential up to six storeys conditionally, with small-scale neighbourhood commercial uses and community services within the Neighbourhood Centres.

Outside of Growth Locations: *Infill* Areas

These areas include all lower-density residential zones throughout the city, historically referred to as single residential. In support of the growth strategy, *infill* development will be permitted throughout Courtenay in the form of Small-Scale Multi-Unit Housing (SSMUH), including secondary suites, duplexes, triplexes, fourplexes, and detached secondary residences, on lands designated for residential use. Urban Residential areas located along the Frequent Transit Network will also support Low-Rise Multi-Residential forms to support transit-oriented development and provide additional housing options.

Growth capacity modeling indicates that most new growth over the next 20 years can and should be accommodated within the primary and secondary growth centres in the form of a variety of multi-residential buildings of varying size and character. This will encourage public transit and active transportation supportive densities, lowering locally generated transportation-related GHGs, while also allowing the city to maximize the efficiency of existing and planned infrastructure investments. The remaining growth will be accommodated within Courtenay's existing municipal boundary by continuing to develop the remaining designated urban infill areas in the forms and land uses described for the *infill* areas.

Determining Land Use Designations

Land use objectives, policies, and designations are described further in this section and provide more detail on how future growth will be guided for specific areas. They were developed based on the urban framework concept presented in Figure B-1.

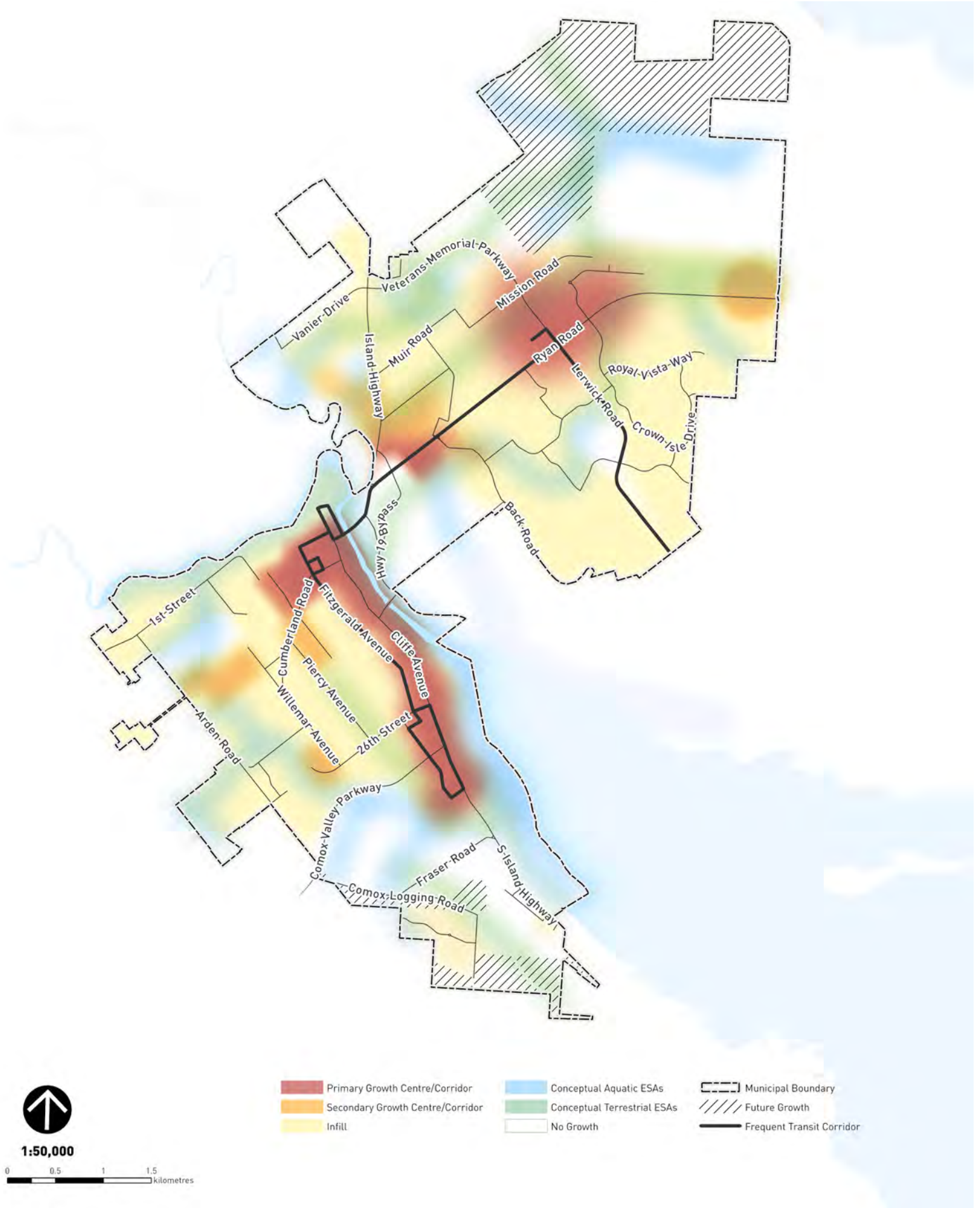
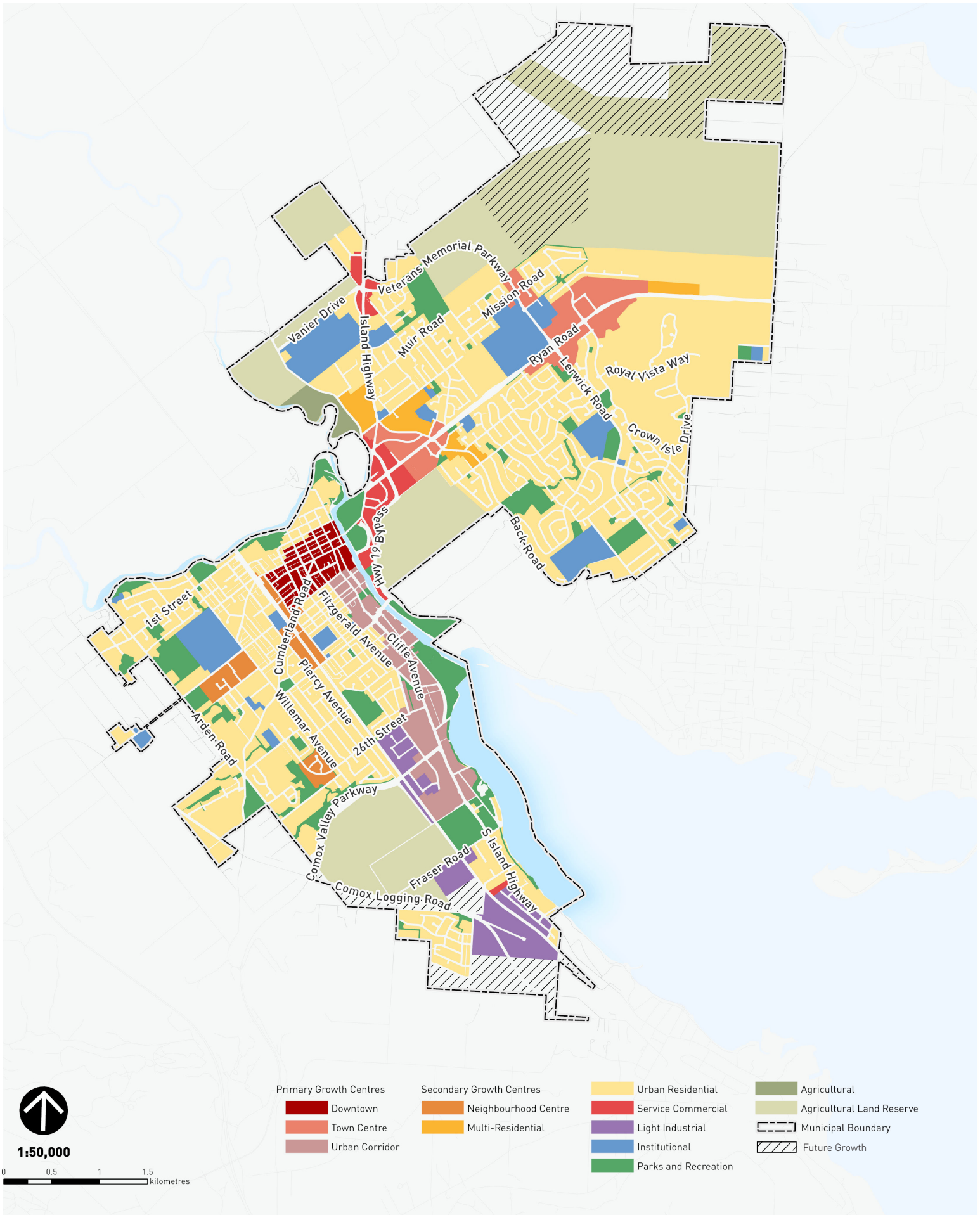


Figure B-1 Urban Framework Growth Concept



Map B-1 Land Use Designations.

PROVIDING FURTHER GUIDANCE: LOCAL AREA PLANNING

A Local Area Plan (LAP) is a detailed, place-based land use plan that is consistent with, and nested within, the broader Official Community Plan. LAPs provide more detailed direction for future growth and change and guide the evaluation of development and land use applications within defined areas of the city that goes beyond the general land use designation policies. These plans complement the broader vision established in the OCP by offering residents, landowners, applicants, and City staff greater certainty about the type, location, and scale of development that is appropriate and supportable.

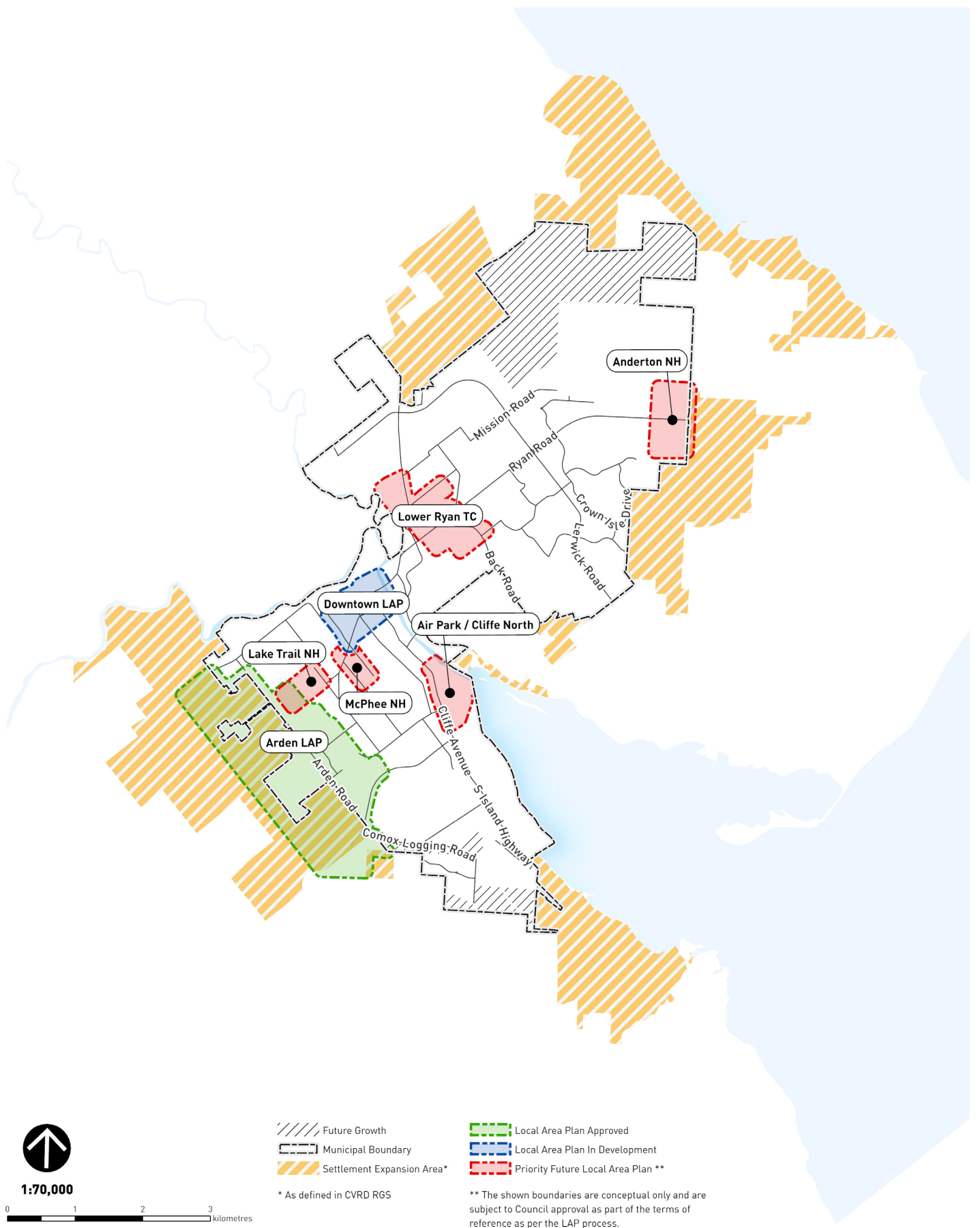
Three types of LAPs are recognized to reflect different growth contexts in Courtenay:

- **Greenfield Plans** – Mid-level plans for largely undeveloped areas that set the sequence of development, the general land use pattern, and the general location of major transportation routes and public utilities. Adopted by Council, they may be initiated by the City or landowners and are required before development in Future Growth Areas and part of any municipal boundary extensions.
- **Infill Plans** – City initiated plans for OCP identified growth centres and corridors that manage change through strategic intensification and redevelopment, address density ranges and transitions, updated infrastructure and servicing needs, public realm and amenity improvements, heritage and environmental considerations, and implementation tools.

- **Neighbourhood Plans** – Plans for smaller geographies that focus on character, design quality, and day-to-day livability. They may be standalone or nested within Greenfield or Infill Plans and provide guidance on built form and streetscape design, site and frontage treatments, heritage protection, specific locations and types of parks and amenities, pathways and local connectors, and other fine grain elements that shape neighbourhood identity.

The boundaries of existing and proposed LAP's are shown in Map B-2 on the following page, along with Future Growth Areas and potential Settlement Expansion Areas, which would also be subject to the LAP process. Please note that the boundaries of proposed LAP's are to be determined through Council approval prior to commencing the LAP process.

Further details about the requirements for LAPs are established under Section D. Policies associated with Settlement Expansion Areas are detailed in Land Use Objective 7.



Map B-2 Existing and Proposed Local Area Plan (LAP) Boundaries and Potential Settlement Expansion Areas.



LAND USE OBJECTIVES

1. Community growth is located away from hazardous lands, agricultural lands, and *Environmentally Sensitive Areas*
2. The majority of community growth is strategically guided into growth centres to create more *10-minute neighbourhoods*
3. Moderate residential *infill* development occurs across all residential areas outside of growth centres
4. Local area planning provides more direction on growth
5. Municipal infrastructure planning and investments align with the urban framework concept
6. New growth takes place within the existing city boundary
7. Growth is regionally coordinated through consultation

- Objective 1** Community growth is located away from hazardous lands, agricultural lands, and *Environmentally Sensitive Areas*
- Objective 2** The majority of community growth is strategically guided into growth centres to create more *10-minute neighbourhoods*
- Objective 3** Moderate residential *infill* development occurs across all residential areas outside of growth centres

Policies

- LU 1** Allocate all growth in a manner generally consistent with Map B-1: Land Use Designation Map, to meet Courtenay's 2050 net-zero greenhouse gas emissions target, housing needs, and support a compact urban form that:
- Encourages higher density and mixed uses in growth centres;
 - Meets or exceeds the Comox Valley *Regional Growth Strategy* minimum density targets of 100-150 residents and jobs per hectare in the Town Centres and Urban Corridors;
 - Integrates land use and transportation planning;
 - Supports greater transportation choices and prioritizes active modes of travel and transit use;
 - Supports housing supply and diversity;
 - Reduces pressure on agricultural and natural areas;
 - Avoids risks and impacts of natural hazards such as flooding;
 - Optimizes efficient use of existing infrastructure and municipal assets;
 - Includes adequate public open and green spaces and access to nature; and
 - Supports distinct neighbourhoods.
- LU 2** Direct the majority of residential *intensification* to the primary and secondary growth centres as shown as Downtown, Town Centre, Urban Corridor, and Neighbourhood Centre on Map B-1: Land Use Designation Map and in accordance with the land use designations contained within this Plan.
- LU 3** Support and encourage *infill* housing choices across the city through distribution of new residential growth in existing neighbourhoods outside of – and in support of – primary and secondary growth centres and in accordance with the land use designations contained within this Plan.

- LU 4** Outside of primary and secondary growth centres, prioritize higher density proposals in the vicinity of transit corridors and within the Multi-Residential land use designation.
- LU 5** Strongly discourage new growth outside of the primary and secondary growth centres and *infill* areas, except where permitted under existing zoning.
- LU 6** Co-locate residential, commercial, institutional, and suitable employment-generating land uses in the Downtown, Town Centres & Urban Corridor, and Neighbourhood Centres.
- LU 7** Support small-scale neighbourhood-serving commercial uses such as local cafés, corner stores, and grocers in every neighbourhood outside of growth centres subject to rezoning application.
- LU 8** Wherever growth is planned or proposed near *Environmentally Sensitive Areas*, biologist studies and site specific mitigation proposals will be required to prioritize protection and *restoration* of sensitive ecosystems to the fullest extent possible.

Objective 4 Local area planning provides more direction on growth

Policies

- LU 9** Conduct Local Area Plans in accordance with Local Area Plan policies contained in Part D of this Plan.
- LU 10** Complete Infill Plans and/or Neighbourhood Plans in the following neighbourhoods through the annual budget process and by a resolution of Council:
 - a.** Downtown Vitalization Local Area Plan
 - b.** Courtenay Air Park Civic Precinct / Cliffe Avenue Urban Corridor
 - c.** Lower Ryan Road Town Centre
 - d.** Lake Trail Neighbourhood Centre
 - e.** McPhee Neighbourhood Centre
- LU 11** Rezoning for additional density, new uses or other development are strongly discouraged before Council adopts a Greenfield Local Area Plan, in accordance with Local Area Plan policies in Part D, for the Ryan Road and Anderton Road Neighbourhood Centre or in any Future Growth Area or municipal boundary extension.
- LU 12** Consider watershed health objectives in accordance with the City's Integrated Rainwater Management Plan at the outset of all local area planning processes to ensure land use and infrastructure policies support improved watershed health.
- LU 13** Protect significant views of historical landscapes and/or buildings, or significant features, including Comox Glacier, Courtenay, Puntledge, and Tsolum Rivers, K'ómoks Estuary, and Salish Sea.
- LU 14** Update the Zoning Bylaw to include Density Benefit Zoning that identifies additional density permitted over base as-of-right density for specific zones within designated

growth centres, corridors, and local area plans, in exchange for contributions toward public amenities with a strong emphasis on affordable housing.

Objective 5 Municipal Infrastructure planning and investments align with the urban framework concept

Policies

- LU 15** Coordinate all infrastructure upgrades and system extensions with the growth management principles and policies established in the OCP using a multiple bottom line approach that considers lifecycle cost, risk, and climate resilience.
- LU 16** Prioritize all infrastructure investment using a multiple bottom line decision-making approach based generally on the following parameters and priorities:
- High-growth areas;
 - Public health and safety;
 - Environmental responsibility;
 - Regulatory need;
 - Asset management principles;
 - Economic efficiencies and impact, such as partnerships, project coordination, and economic spinoffs;
 - Contributing to the community's well-being.
- LU 17** The phasing and development of municipal water and sanitary sewer trunk lines and infrastructure shall generally follow the extent and locations as shown in Map APX-11 Water and Map APX-12 Sanitary Sewer and in accordance with the latest servicing master plans.
- LU 18** Limit community sewer service expansion into Future Growth and Agricultural designated lands, except where infrastructure is already planned or needed to address public or environmental health issues and protection of *natural assets* as identified by the City or other levels of government.
- LU 19** Review servicing master plans and asset management plans periodically (at least every five years) to align with growth patterns, updated hazard mapping, and climate adaptation needs.
- LU 20** Carefully consider infrastructure capacity constraints and impacts when evaluating all rezoning applications. Discourage additional uses or densities unless sufficient capacity exists or necessary capacity can reasonably be provided without imposing additional burdens on City taxpayers.
- LU 21** Municipal servicing is not supported outside of City boundaries. Notwithstanding this and the above policies, the City will work with K'ómoks First Nation where needed to extend municipal services to K'ómoks First Nation Indian Reserve lands through servicing agreements consistent with the OCP and *Regional Growth Strategy*.

Objective 6 New growth takes place within the existing city boundary

Policies

- LU 22** With a priority focus on compact growth, Courtenay will consider strategic boundary extensions only when they address demonstrable community needs for additional municipal land, ensuring that the integrity of compact development remains intact.
- LU 23** Evaluate the need for strategic boundary extensions that align with or support City policy objectives and priorities as part of regular five-year OCP review cycles in alignment with: the Comox Valley Regional District Regional Growth Strategy and City of Courtenay Official Community Plan growth management policies, the latest Housing Needs Report, analysis of land uses to support complete community development and other City of Courtenay priorities.
- LU 24** Strategic boundary extension may be considered and supported outside of the regular five-year OCP review cycle to respond to matters of public health concern related to a lack of property services, or as a response to adjacent jurisdiction boundary extension actions or changes in zoning and/or development servicing that is of the intensity as intended in a municipality.
- LU 25** In examining strategic boundary extensions ensure alignment with the following criteria:
- Land use needs with a focus on availability of land:
 - 1.** Housing needs as identified in the latest Housing Needs Report;
 - 2.** Employment land;
 - 3.** Institutional land;
 - 4.** Parks and recreation;
 - Logical and orderly land use planning:
 - 6.** Continuity with existing boundary, topography, geotechnical information, location of existing streams and other environmentally sensitive areas, watershed boundaries, parks, roads and active transportation corridors;
 - 7.** Availability of land and subdivision potential to support development to meet Courtenay's OCP vision and complete community land use needs of a municipality;
 - Existing and future infrastructure:
 - 8.** Identification of any known issues within the existing area, i.e. failing septic system issues, condition of wells, stormwater;
 - 9.** Condition of existing infrastructure in the area under consideration;
 - 10.** Proximity of existing municipal infrastructure and its capacity and elevation;
 - 11.** Infrastructure needs and timing of installation of municipal services;
 - 12.** Assessment/determination of potential capital works to be undertaken and to be considered in the future City budgets;

- Financial, capital and service level planning:
 - 13.** Effect of the change on any existing service areas;
 - 14.** Cost of servicing including any latecomer agreements, DCC's (City and CVRD), developer contributions to planned infrastructure, servicing costs and connection fees;
 - 15.** Frontage tax charges, when services are available to the property;
 - 16.** Utility user charges on tax notices only when services are connected;
 - 17.** Detailed servicing costs for potable water, sanitary sewer or storm drainage referencing to any grants, assist factors;
 - 18.** Method of payment for proposed municipal services:
 - payment in full prior to service connection being provided to property line; or
 - commuted payment by way of an annual parcel tax type arrangement.

LU 26 Where the criteria in LU 25 have been considered by Council, require a new Local Area Plan and Engineering Services Plan that outlines a cohesive and financially sustainable growth framework that aligns with complete community planning principles. These plans must be adopted within 12 months of boundary extension, but are recommended to be drafted prior to boundary extension and as part of the materials produced to inform the boundary extension application to the Provincial Government.

Objective 7 Growth is regionally coordinated through consultation

Policies

- LU 27** Support the RGS policies of focusing growth within core settlement areas.
- LU 28** Consult cooperatively with Comox Valley Local Governments, K'ómoks First Nation, Ministry of Transportation and Transit and other provincial agencies, regarding strategies to regionally manage and service community growth.
- LU 29** Work to harmonize the delivery of services and streamline uniform application procedures with the jurisdictions within the Comox Valley and provincial agencies with emphasis on the core settlement areas and settlement expansion areas.
- LU 30** Seek ways to ensure areas on the urban fringe pay equitably for municipal services received, including police, recreation, transportation, cultural services, and the mitigation of environmental challenges, in accordance with the Implementation policies in the Comox Valley Regional Growth Strategy.

GENERAL LAND USE POLICIES

1. Parks, pathways, community gardens, and other recreation uses are permitted in all land use designations.
2. Community services including childcare facilities are supported in all land use designations except Agricultural, Light Industrial, and Future Growth.
3. Home occupations of a limited scale are supported in conjunction with all residential uses.
4. Agricultural Land Reserve (ALR) exclusion applications will not be supported.
5. Development of lands adjacent to the Agricultural Land Reserve must take best land use practice into account to promote compatibility along agricultural-urban edges.
6. Industrial uses adjacent to residential lands must take best land use practice into account to promote compatibility between residential and industrial uses and minimize negative impacts.
7. Community centres are encouraged within each Neighbourhood and Town Centre in order to provide better access to community services and amenities at the neighbourhood scale.
8. Panhandle lots are permitted to support *intensification* subject to zoning regulations and other technical requirements such as fire prevention and access agreements.
9. Drive-through facilities are not permitted in new commercial land uses.
10. No sand or gravel extraction areas are identified in this Plan.



SPECIFIC LAND USE DESIGNATION POLICIES

The following section provides specific land use descriptions, land use policies, desired built form, and permitted land uses of each land use designation shown on Map B-1. The Land Use Designation Map and descriptions of each designation should be read together to identify the locations of permitted land uses, built form, and specific land use policies.

The following Land Use Designation table provides a summary of the range of land uses that are included within the Land use Designations, depicted in Map B-1. The Land Use Designations table is intended to be read and interpreted in conjunction with all goals and policies of this Plan.

Land Use Designation	Description & Intent	Built Form	Supported Uses **	Target Density (UPH) ***
Downtown	The downtown is intended to function as the local, city-wide and regional centre of cultural, civic, culinary, economic, and public life with the widest range of activities and attraction for residents and visitors.	<ul style="list-style-type: none"> • Ground-oriented buildings • Low-rise • Mid-rise • High-rise* 	<ul style="list-style-type: none"> • Multi-unit residential and mixed use • Commercial • Institutional & community services • Supportive housing • Care facility 	200+
Town Centre	The two Town Centres (lower and upper Ryan Road area) and Urban Corridor along Cliffe Avenue are intended to be primary focus areas of commercial and residential densities outside the downtown.	<ul style="list-style-type: none"> • Ground-oriented buildings • Low-rise • Mid-rise • High-rise* 	<ul style="list-style-type: none"> • Multi-unit residential • Mixed-use • Commercial • Institutional & community services • Supportive housing • Care facility 	120-140
Urban Corridor				
Neighbourhood Centre	Smaller-scale mixed-use areas that include a diversity of destinations and housing choices.	<ul style="list-style-type: none"> • Ground-oriented buildings • Low-rise • Mid-rise 	<ul style="list-style-type: none"> • Multi-unit residential • Mixed-use • Light industrial use in McPhee and Tin Town Neighbourhood Centres • Commercial • Community services and amenities • Institutional use • Supportive housing • Small art studios, offices and live-work studios • Care facility 	90-100
Multi-Residential	Provision of additional residential density in proximity to a mix of uses and act as transitional areas between higher-activity mixed-use and commercial areas and Urban Residential Neighbourhoods.	<ul style="list-style-type: none"> • Ground-oriented buildings • Low-rise • Mid-rise 	<ul style="list-style-type: none"> • Multi-unit residential • Community services • Supportive housing • Care facility • Small-scale neighbourhood-serving commercial with or without mixed residential. 	90-100
Urban Residential	Largely residential neighbourhoods comprising ground-oriented residential buildings and additional dwellings on lots with existing homes and through the small-scale redevelopment of existing properties.	<ul style="list-style-type: none"> • Ground-oriented buildings • Mid-rise within vicinity of Frequent Transit Network • Low-rise 	<ul style="list-style-type: none"> • Single-detached residential • Small-Scale Multi-Unit Housing (SSMUH) • Mobile homes & mobile home parks • Small-scale neighbourhood-serving commercial uses, including with residential above the first floor • Community services • Supportive housing • Urban agriculture 	50

Land Use Designation	Description & Intent	Built Form	Supported Uses **	Target Density (UPH) ***
Service Commercial	Larger format commercial uses that fall outside of Town Centres and Urban Corridors, as well as agricultural uses within the floodplain. Mixed residential is supported outside of the floodplain.	<ul style="list-style-type: none"> • Ground-oriented buildings 	<ul style="list-style-type: none"> • Commercial • Agricultural • Mixed-use 	
Light Industrial	Mix of light manufacturing, processing, warehousing, and distribution.	<ul style="list-style-type: none"> • Ground-oriented buildings • Low-rise 	<ul style="list-style-type: none"> • Manufacturing, distribution and storage • Auto-oriented services • Accessory retail, office, and residential 	
Institutional	Civic and institutional uses, encompassing educational facilities, health-care facilities, religious institutions, utilities, and public agencies with limited accessory uses.	<ul style="list-style-type: none"> • Ground-oriented buildings • Low-rise • Mid-rise • High-rise* 	<ul style="list-style-type: none"> • Institutional • Accessory retail, office, and residential • Places of worship • Supportive housing • Utilities • Mixed-use 	
Parks and Recreation	Parks, trails, recreation facilities, and natural areas with limited accessory uses.	<ul style="list-style-type: none"> • Ground-oriented buildings • Low-rise 	<ul style="list-style-type: none"> • Parks and recreation • Protected areas • Recreational programs and services facilities 	
Agricultural	Agricultural lands which may or may not be within the Agricultural Land Reserve (ALR).	<ul style="list-style-type: none"> • Ground-oriented buildings 	<ul style="list-style-type: none"> • Agricultural • Home based businesses • Utilities • Limited ground-oriented residential 	
Future Growth	Lands within the city that may be appropriate for future urban development.	<ul style="list-style-type: none"> • Ground-oriented buildings 	<ul style="list-style-type: none"> • Agriculture • Limited ground-oriented residential 	

Table B-1 Notes:

* New development proposals over 8 storeys will be considered based on applicable Local Area Plan direction.

** Typical uses shown here represent a general summary and additional requirements and opportunities may apply. Please refer to the detailed policies for each.

*** Target Density represents the average residential in gross Units Per Hectare across new development / redevelopment within each future land use designation to achieve Courtenay's growth objectives. These land use target densities do not regulate actual densities on individual lots; this is the function of the Zoning Bylaw. Densities are not intended to be applied to individual parcels on a project-by-project basis as each development will have unique site circumstances.

Definitions:

<p>GROUND-ORIENTED BUILDINGS</p>	<p><i>Up to 4 storeys, where each unit must contain a direct access to the outside at grade level.</i></p> 
<p>LOW-RISE</p>	<p><i>Up to 4 storeys</i></p> 
<p>MID-RISE</p>	<p><i>5 or 6 storeys</i></p> 
<p>HIGH-RISE</p>	<p><i>7 or 8 storeys</i></p> 
<p>REGIONAL</p>	<p><i>Area within Comox Valley Regional District boundary</i></p>
<p>CITY-WIDE</p>	<p><i>Area within Courtenay boundary</i></p>
<p>LOCAL</p>	<p><i>Land use designation areas and/or its sub-areas</i></p>

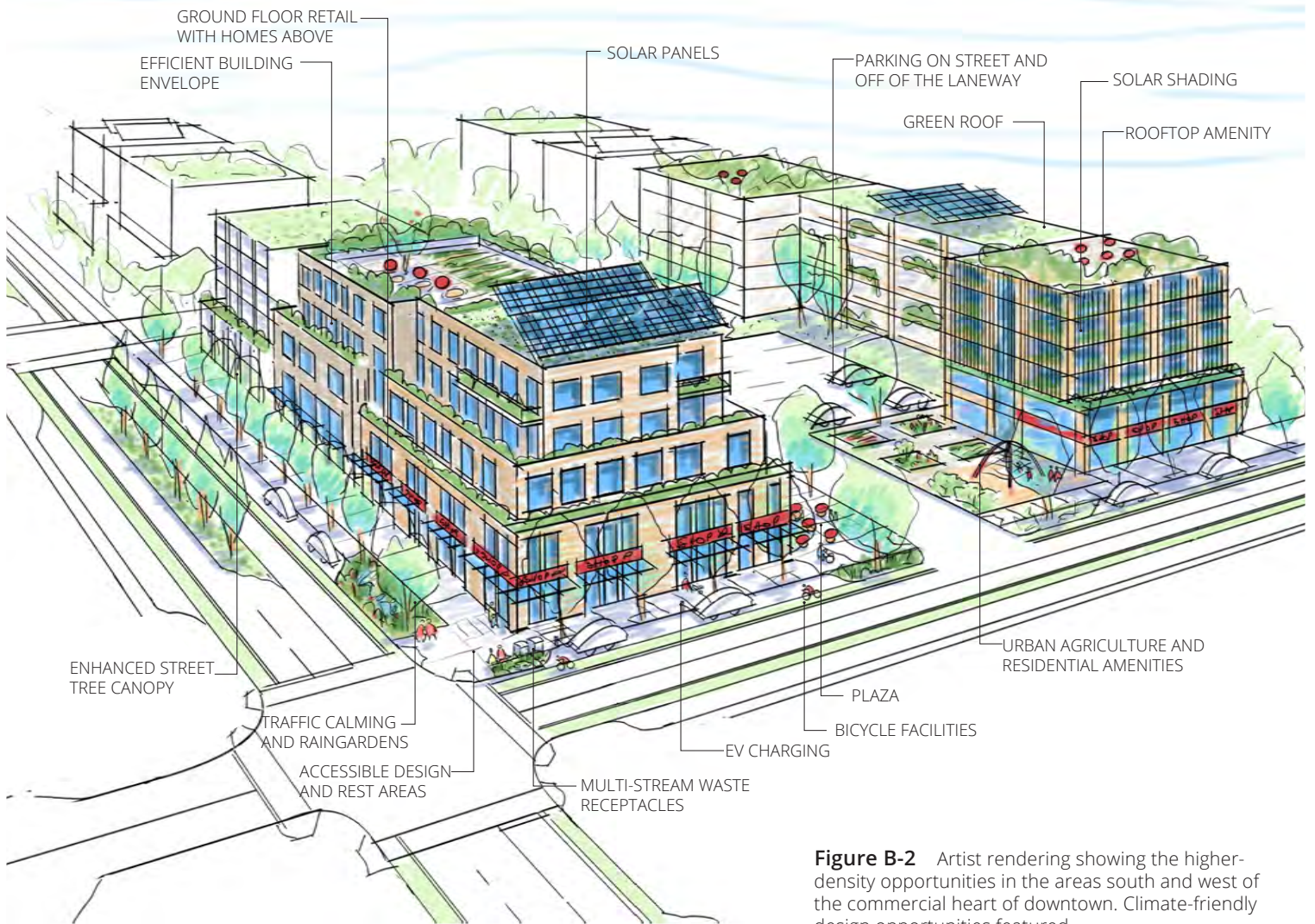


Figure B-2 Artist rendering showing the higher-density opportunities in the areas south and west of the commercial heart of downtown. Climate-friendly design opportunities featured.

DOWNTOWN

As a type of Town Centre, the downtown is intended to function as the local, city-wide and regional centre of cultural, civic, culinary, economic, and public life with the widest range of activities and attraction for residents and visitors, day and night, throughout the year. Identified needs in the downtown are more housing, more space for special events and gatherings, more access to and integration with the Tsolum and Puntledge rivers, and better opportunities to

get to and circulate within the downtown – particularly by foot, transit, and cycling.

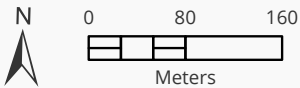
The vision for the downtown was guided by the 2016 *Downtown Playbook: A Partnership Action Plan* but moving forward it will be guided by the Downtown Vitalization Local Area Plan (DVLAP) which is being developed at the time this OCP was adopted

Downtown Town Centre

Downtown Core



City of Courtenay OCP 2021
Published: 2/17/2026
Data Source:
City of Courtenay GIS (local data, 2026)
Spatial Reference: NAD 1983 UTM Zone 10N



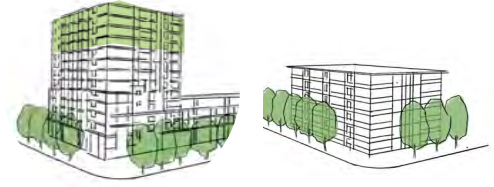
-  **Downtown Town Centre**
Land Use Designation
-  Property Lines
-  Parks
-  City Boundary

Policies

1. Continue to support a diverse range of land uses within the downtown including diversity of multi-residential housing choices, small-scale commercial uses, and other supportive uses to promote the establishment of a complete community and *10-minute neighbourhood*.
2. Encourage new government and post-secondary institutions to locate downtown, including satellite locations.
3. Require commercial uses at grade along 4th, 5th, and 6th Streets.
4. Support uses and activities that encourage both daytime and nighttime activation.
5. Protect the historic, small-scale retail character of the 4th, 5th, and 6th Street streetscapes through the use of form and character Development Permit Area guidelines.
6. Explore opportunities for the application of regionally consistent Indigenous design guidelines.
7. Ensure compatibility of land uses between the downtown and adjacent urban residential neighbourhoods by providing transitional form, character, and densities.
8. Improve physical and visual connections to, along, and across the rivers, integrating nature and recreation with the downtown.
9. Protect the views of significant landscapes or natural features from public vantage points, including streets and sidewalks, from being blocked by new development. These include: Comox Glacier, Courtenay, Puntledge, and Tsolum Rivers, K'ómoks Estuary, and the Salish Sea.
10. Consider future use of public lands to promote community goals including for affordable housing, community gathering, and open space.
11. Create more public open spaces with an emphasis on place making and attention to the following areas:
 - a) Ensure more public and semi-public gathering spaces are incorporated into new developments.
 - b) Public plaza strategy to create public gathering spaces within the downtown.
 - c) Consideration to the temporary or permanent closure of streets to support public life, including but not limited to Harmston Avenue between 6th and 7th Streets;
 - d) Develop a capital and programming plan for Harmston Park as a neighbourhood park;
 - d) Indigenous perspectives and worldviews, including K'ómoks First Nation traditional use and practices, in the provision of recreational programming and in the formation of Harmston Neighbourhood park types, layouts, features, and purposes.

Built Form

- Low-rise buildings along 5th Street and adjacent Urban Residential Neighbourhood areas.
- Mid-rise in other parts of the downtown.
- High-rise buildings above 8 storeys are subject to Local Area Plan direction.
- Minimal or no setbacks along 4th, 5th, and 6th Streets within the downtown core.



High-rise and mid-rise buildings



*Ground-oriented buildings
and low-rise buildings*

Supported Uses

- Multi-unit residential (with retail on ground level)
- Mixed use (retail on ground level)
- Commercial – retail & office
- Restaurant
- Craft brewing
- Regional scale offices
- Community services
- Institutional
- Artist live-work studio spaces
- Emergency shelter
- Supportive housing
- Care facility

Figure B-3 Artist rendering looking north along Cliffe Avenue, Urban Corridor land use designation.



TOWN CENTRE & URBAN CORRIDOR

The two Town Centres (lower Ryan Road area, and upper Ryan Road area) and Urban Corridor along Cliffe Avenue (between 11th Street and Anfield Road), are intended to be primary focus areas of commercial and residential densities outside the downtown. These areas will support a mix of uses that include a variety of higher-density housing options as well as regional retail destinations.

Policies

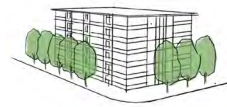
1. Support a mix of land uses, including commercial and a diversity of multi-residential housing options to promote the establishment of a complete community and *10-minute neighbourhood*.
2. Encourage commercial uses at grade along Cliffe Avenue.
3. Use *redevelopment* opportunities to transform vehicle-centric development to pedestrian-priority urban designs.
4. High-rise buildings above 8 storeys are subject to Local Area Plan direction.

Supported Uses

- Multi-unit residential
- Mixed use
- Commercial
- Commercial-big-box
- Community services
- Institutional
- Supportive housing
- Care facility
- Emergency shelter

Built Form

Low- and Mid-rise buildings



Low-rise buildings adjacent to Urban Residential Neighbourhoods



High-rise buildings



NEIGHBOURHOOD CENTRE

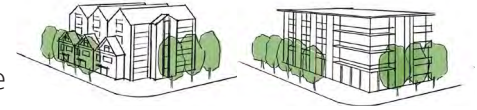
These areas include smaller-scale mixed-use areas (than Town Centres) that include a diversity of destinations and housing choices. These secondary growth locations include lands along the E&N railway corridor between Cumberland Road and 17th Streets, around the Lake Trail Community School, the Tin Town area, and a new neighbourhood centre to be planned around the intersection of Ryan Road and Anderton Road.

Policies

1. Allow a diversity of multi-residential housing choices, small-scale commercial uses, and other supportive uses to promote the establishment of a complete community and *10-minute neighbourhood*.

Built Form

Ground-oriented buildings and low-rise buildings



Mid-rise buildings



Supported Uses

- Multi-unit residential and mixed use
- Light industrial use in McPhee and Tin Town Neighbourhood Centres
- Commercial – small-scale
- Small art studios, offices and live-work studios
- Institutional and community services
- Supportive housing
- Care facility
- Emergency shelter

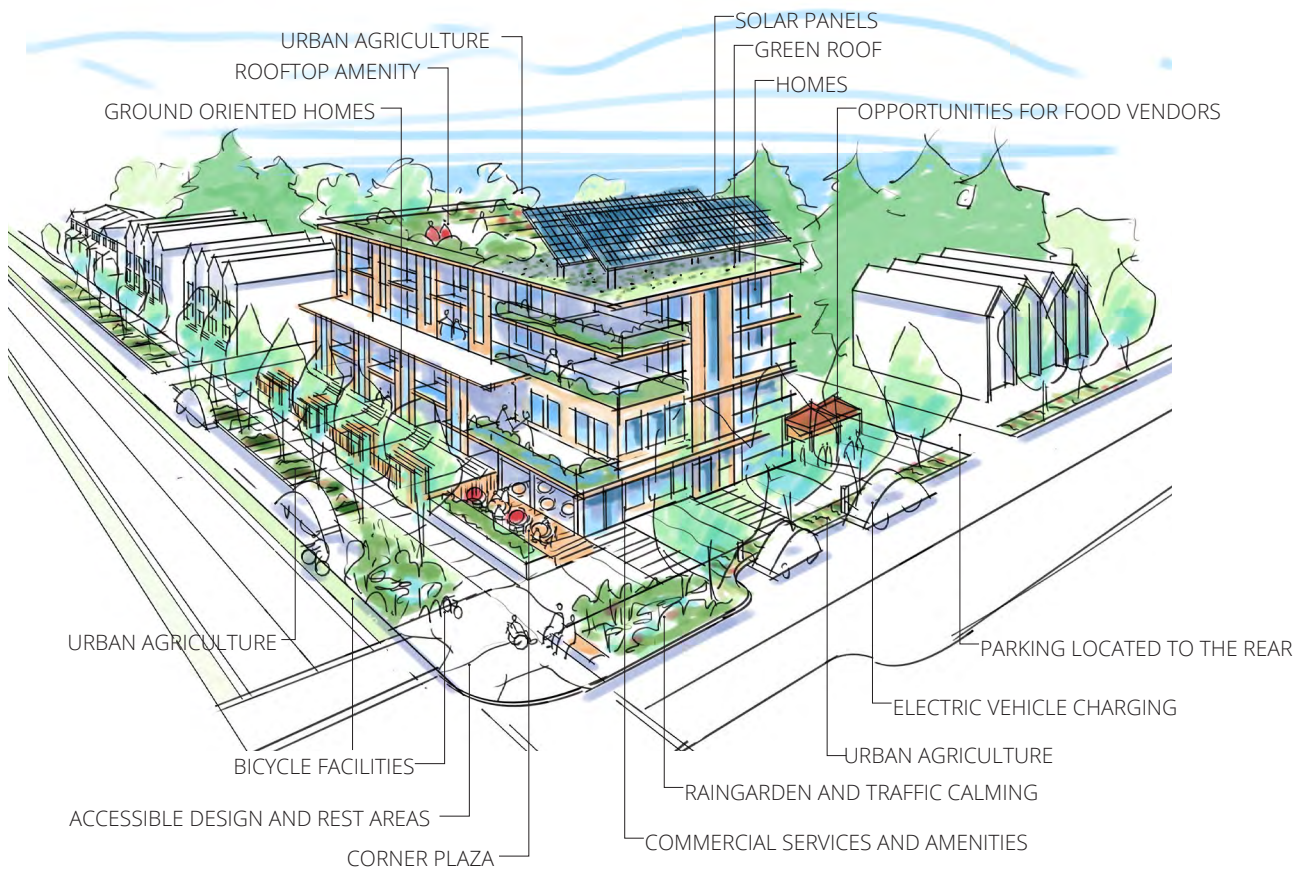


Figure B-4 Artist rendering showing a Neighbourhood Centre. Climate-friendly design opportunities featured.

Neighbourhood Centre Area-Specific Profiles and Planning Directions

LAKE TRAIL

The Lake Trail neighbourhood today includes a range of medium density, *affordable housing* options within the context of older suburban lots and some larger rural residential properties. The Lake Trail Community School has offered recreational programming opportunities to the wider community for over a decade and the Roy Morrison Park and connections to regional greenways provide enviable access to nature at the neighbourhood's doorstep. The Arden and Morrison Creeks that flow through and near this centre are also home to a federally listed endangered fish species. The Morrison Creek Lamprey is found nowhere else in the world.

The Neighbourhood Centre designation for these lands is supportive of Courtenay's long-term growth vision given its existing mix and density of uses, access to recreational amenities, and opportunities for further partnership with the School District to provide more recreational services in west Courtenay.

Under the direction of the OCP, this area will continue to support ground oriented, low, and mid-rise residential densities and mixed uses in order to create a vibrant neighbourhood centre along the city's western boundary. This area is identified as a candidate for a local area planning process and plan in order to provide more specific guidance for how this Neighbourhood Centre should grow including how best to protect and restore fish habitat and *Environmentally Sensitive Areas*.

McPHEE

The Neighbourhood Centre designation for these lands is supportive of Courtenay's long-term growth vision given its strategic location within the heart of west Courtenay. Commercial and community amenities are within easy walking and cycling distance and more residential density could be accommodated to support transit frequency and use.

Under the direction of the OCP, this area will undergo a significant land use change from the predominantly industrial uses of the past hundred years to a mix of residential, commercial, and light industrial uses in the future.

Within these lands, uses that are similar to the Tin Town 'live-work' options will be available and encouraged to support a neighbourhood character that connects historical uses with future needs. This area is identified as a candidate for local area planning process and plan in order to provide more specific guidance to this centre as the community grows.

TIN TOWN

The Tin Town development was designed in the 1990s as a live-work community with residential units located above a range of permitted commercial, office, and light industrial uses. The adjacent industrial lands reflect the area's historical location as 'edge of town', an area characterized by wetlands and numerous watercourses all connecting to Piercy Creek. Today, this area of Courtenay is surrounded by residential developments of a variety of ages, some quite new, and is immediately adjacent to an expanding greenway network that will connect Puntledge River to the Comox Valley Parkway.



Map B-4 West Courtenay Neighbourhood Centres

The Neighbourhood Centre designation for the industrial and Tin Town lands has been identified as supportive of Courtenay's long-term growth vision given its existing mix of uses and location near recent residential development.

Within these lands, uses that are similar to the Tin Town 'live-work' and light industrial options will be available throughout the Neighbourhood Centre and encouraged to support a neighbourhood character that connects historical uses with future needs, including ecological *restoration* of Piercy Creek.

ANDERTON LOCAL PLAN AREA INCLUDING FUTURE NEIGHBOURHOOD CENTRE



Map B-5 Ryan Road and Anderton Road neighbourhood local planning area.

Located at the Ryan Road and Anderton Road intersection, this Neighbourhood Centre is an area for future development. These lands are largely undeveloped, owned by a single landowner, and present an opportunity for coordinated and comprehensive local area planning for this strategic location along significant regional routes: Comox Airport, Little River Ferry, and the Canadian Forces Base in Comox.

A renewed vision for these lands has been identified as supportive of Courtenay's long-term urban growth framework concept of the establishment of a secondary growth centre surrounded by a mix of housing, generally in alignment with the existing Comprehensive Development (CD) Zone (See Page 83 of OCP for more on the Crown Isle CD Zone).

Rezoning for additional density, new uses or other development are strongly discouraged before Council adopts a Local Area Plan within this area. The local area plan shall be guided by the following objectives and policies:

Planning Objectives

- 1. Optimize housing delivery and diversity** – Increase the housing diversity and density of Crown Isle's previous single-family focus.
- 2. Complete neighbourhoods** – Shape the area's growth to support 10-minute neighbourhoods including sufficient employment and recreational uses.
- 3. Transportation modal choice** – Structure land use, density and transportation systems to enhance the City's goals of shifting modal share away from the automobile and reduce transportation-related greenhouse gas emissions.

Policies

1. Prepare a Local Area Plan (LAP) for undeveloped Crown Isle lands shown in Map B-5 that is functional and well-coordinated with other areas of Courtenay and the region.
2. Establish a Terms of Reference with the landowners, approved by Council, in accordance with OCP policies on Local Area Plans: Policies for Greenfield Plans apply specifically as well as policies for Neighbourhood Plans for the lands that will form part of the mixed-use neighbourhood centre. The Terms of Reference will identify:
 - a. Specific Local Area Plan planning boundaries.
 - b. Who will lead and fund the LAP.
 - c. Plan process, timeline, and deliverables.
 - d. A comprehensive public and interest holder communication and engagement process.
3. Support land uses and densities that result in:
 - a. A neighbourhood mixed-use centre located between Anderton Road and the existing Town Centre at Ryan Road and Lerwick Road.
 - b. Higher densities of housing and mixed uses adjacent to existing commercial uses within the Town Centre and along Ryan Road.
 - c. Medium density surrounding higher density areas as a transition to surrounding single-residential areas.
 - d. Building heights in accordance with the Comox Airport Zoning Regulations, OCP policies and outcomes of the LAP process.
- e. Guidelines for new development along the agricultural interface to the north.
- f. Employment, institutional, parks and recreation lands analysis reflecting the area's role in supporting proportionate needs of the community.
4. Support temporary uses such as through the issuance of Temporary Use Permits, as part of or preceding the adoption of an LAP for these lands.
5. Support the relocation of the current SD71 school and City of Courtenay park lands to north of Ryan Rd to be located nearer to the neighbourhood centre.
6. Develop a parks, greenways and recreation plan that provides:
 - a. Direction on community facilities.
 - b. Direction on number and type of amenities of neighbourhood and community parks with a focus on sufficient community park lands to support activities that need larger spaces and a diversity of programs including passive and active recreation, children's play areas and equipment, community gardens and others.
 - c. Direction on trails (location, connections, and type) that support access to safe greenways within a proximate distance of most homes to support healthy living, exercise, pet-support, and socializing, as well as supporting choices to walk to key destinations in the neighbourhood.
 - d. Tree preservation areas integrated into the park network to provide access to a protected urban forested greenway area along the north side of Ryan Road.

7. Develop a multi-modal transportation network that meets the needs of the new urban neighbourhoods and integrates the community into the surrounding street network.
 - a. Provide a structure of roads within Crown Isle that meet the requirement for both multi-modal mobility, as well as a hierarchy of roads including arterials.
 - b. Work with Ministry of Transportation and Transit to establish and develop a new intersection at Ryan Rd and the future extension of Royal Vista Way when transportation demand requires.
 - c. Consult with BC Transit and the Comox Valley Regional District transit service to explore a transit network within the LAP area that provides for safe and convenient linkages to the rest of the region.
 - d. Prioritize pedestrians in the transportation network, combining the functionality of parks and greenways with the street and sidewalk network to make walking the highly desirable mode of mobility in the neighbourhood, support socializing and experiencing natural areas as part of the transportation concept.
 - e. Consider permitting Net Zero Emission Vehicles (NZEVs, also known as Low Speed or Neighbourhood Vehicles) in accordance with Provincial regulations, on streets in the portion of lands within vicinity of the golf course to further minimize the need for private automobiles.
 - f. Determine the specific locations and sizes of all transportation system elements, and the construction terms for the Works and Services Agreements, through the subdivision application process.
8. Ensure development servicing is of sufficient capacity and standards in according with the OCP and in coordination with the regional service delivery model.
9. The LAP shall include clarity of phasing of infrastructure and parkland dedications.

MULTI-RESIDENTIAL

Multi-residential lands are located between the Lower Ryan Road Town Centre and surrounding Urban Residential Neighbourhoods, which include parts of Back Road, Dingwall Road, and Headquarters Road. They provide additional residential density in proximity to a mix of uses and act as transitional areas between higher-activity mixed-use and commercial areas and Urban Residential neighbourhoods.

Policies

1. Ensure compatibility of adjacent land uses by providing transitional uses, form, character, and densities between Urban Residential Neighbourhoods and Town Centres.

Built Form

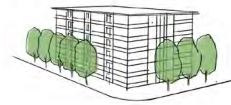
Ground-oriented buildings



Low-rise buildings



Mid-rise buildings



Supported Uses

- Multi-unit residential
- Community services
- Supportive housing
- Emergency shelter
- Care facility
- Small-scale neighbourhood-serving commercial uses, including with residential above the first floor

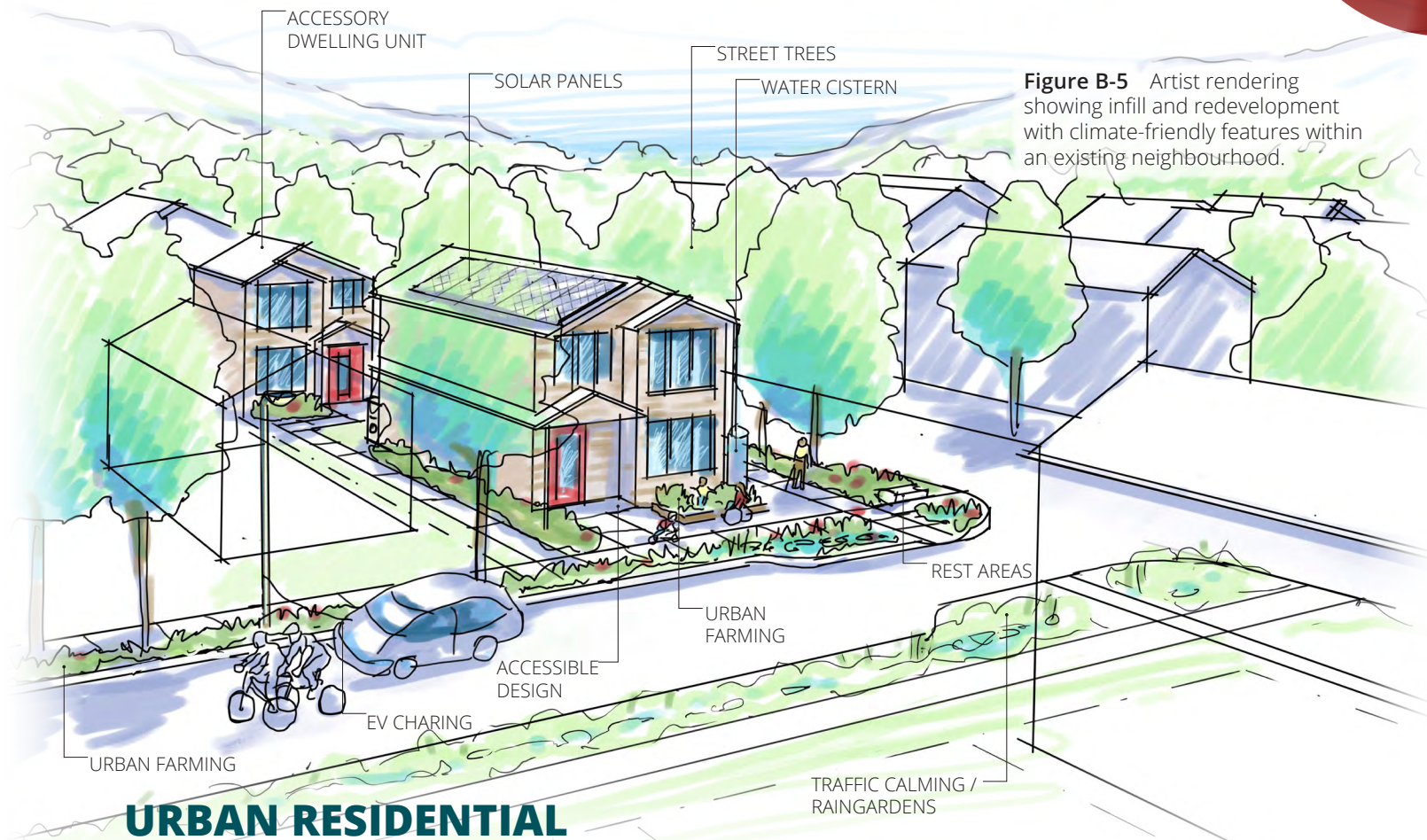


Figure B-5 Artist rendering showing infill and redevelopment with climate-friendly features within an existing neighbourhood.

URBAN RESIDENTIAL

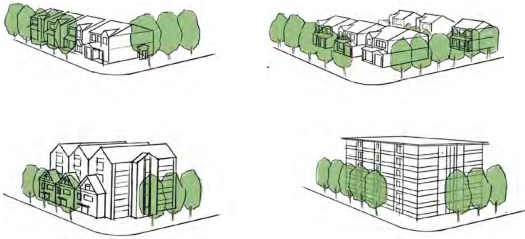
These neighbourhood areas are largely residential neighbourhoods comprising mainly of ground-oriented residential buildings. *Infill* housing will be permitted in such areas in the form of Small-scale Multi-unit Housing (SSMUH). This may take the form of a secondary suite, duplex, triplex, townhome, carriage home or laneway home or some combination of these up to four residential dwelling units. Small apartments may also be supported within these areas with mid-rise options along the Frequent Transit Network, on a case-by-case basis and subject to rezoning applications. Limited small-scale commercial services will also be supported on a case-by-case basis and subject to rezoning applications.

Policies

1. Support *in fill* that encourages greater housing choices, mix, and tenure types.
2. Support mid-rise apartment buildings within the vicinity of the Frequent Transit Network.
3. Support limited small-scale, pedestrian-oriented, neighbourhood-serving commercial uses such as coffee shops and grocers, subject to rezoning.
4. Low-rise and mid-rise buildings are subject to neighbourhood form and character integration considerations.
5. Support neighbourhood destinations and gathering spaces such as parks, plazas, schools, community facilities
6. Encourage new development to reflect existing form and character of the established heritage neighbourhoods (Old Orchard, Terminal Addition, 40 Houses) through the use of intensive residential Development Permit Area guidelines.

Built Form

- Ground-oriented buildings
- Low-rise buildings
- Mid-rise in vicinity of the Frequent Transit Network



Supported Uses

- Single-detached residential
- Small-Scale Multi Unit Housing (SSMUH)
- Multi-unit residential
- Mobile homes and mobile home parks
- Small-scale neighbourhood-serving commercial uses, including with residential above the first floor
- Community services
- Urban agriculture
- Supportive housing
- Care facility
- Emergency shelter



Figure B-6 Artist rendering showing infill and redevelopment on a residential street with climate-friendly design features.

Urban Residential Area-Specific Profiles and Planning Directions

OLD ORCHARD HERITAGE NEIGHBOURHOOD

Prior to Courtenay being incorporated, Joseph McPhee and Reginald Pidcock worked towards a subdivision of town lots in the area that would become downtown Courtenay. When lot sales failed to materialize, McPhee planted an orchard of 1,000 apple trees to supply produce for his store near 5th Street. Residential development eventually materialized, becoming one of the oldest residential neighbourhoods in Courtenay. The 'Old Orchard' residential neighbourhood maintains unique characteristics to this day that are identified for preservation and enhancement.

Policies

1. Identify, preserve, and enhance heritage designs and landscapes.
2. Retain the neighbourhood building character as predominantly that of heritage style single-detached residential homes, following the neighbourhood-specific Form and Character Development Permit Area guidelines.
3. Ensure a suitable interface and transition between the downtown commercial areas to traditional residential qualities of the neighbourhood.
4. Lot consolidation for the purpose of multi-residential and/or commercial development is discouraged, except where zoning permits or in transition areas adjacent the downtown.
5. Protect and preserve mature trees.
6. Explore opportunity to establish new public park(s) in the Old Orchard Heritage Neighbourhood in accordance with the Parks and Recreation Master Plan and Downtown Vitalization Local Area Plan.

7. Consider pursuing a formal heritage conservation area under the Local Government Act.

TERMINAL ADDITION HERITAGE NEIGHBOURHOOD

Located on the west side of the E&N railway track between 1st Street and 5th Street, and established in 1912, the Terminal Addition neighbourhood is one of the oldest residential subdivisions in Courtenay. The name originates from its proximity to the E&N rail terminus. Although the train station was located some distance away from the area, the track crossed 5th Street to the actual terminus of the line, where freight, including livestock, was unloaded. The neighbourhood displays distinctive heritage character and adds uniqueness to the history of Courtenay.

Policies

1. Identify, preserve, and enhance heritage designs and landscapes.
2. Retain the neighbourhood building character as predominantly that of heritage style single-detached residential homes, following the neighbourhood-specific Form and Character Development Permit Area guidelines.
3. Protect and preserve mature trees.
4. Consider pursuing a formal heritage conservation area under the Local Government Act.



Map B-6 Heritage Neighbourhoods

40 HOUSES HERITAGE NEIGHBOURHOOD

The 40 houses are valued as a group of properties for their connection to a federal housing program intended to provide returning veterans of World War II and their families with affordable and appropriate housing. This project was a joint Veterans Land Act and Central Mortgage and Housing Corporation venture spearheaded by Mayor Harry Simms and the Courtenay Branch of the Royal Canadian Legion. The houses were awarded to World War II veterans based on their length of service in Canada and overseas, intended length of residence, marital status, and number of dependents.

Historically, their construction reflects a significant stage in the development of Canadian communities. The construction of the 40 houses was part of the postwar response to a massive country-wide housing shortage created by the impact of the two World Wars. Similar housing developments were created across the country with modest homes on small, uniform lots aligning narrow, curving streets.

The neat, tidy, simple and efficient design of the houses and the subdivision, and the 40 houses location “in the woods,” reflects social attitudes of the early 20th century and influenced later housing styles and suburban development patterns.

Policies

1. Preserve the existing built-form by encouraging that any redevelopment of properties replicates the original small-scale one-storey housing characteristics, following the neighbourhood specific Form and Character Development Permit Area guidelines.
2. Consider pursuing a formal heritage conservation area under the Local Government Act.

MOBILE HOME PARK RESIDENTIAL

Mobile homes, including mobile home parks, are permitted in the Urban Residential land use designation and are subject to Form and Character Development Permit guidelines.

CROWN ISLE COMPREHENSIVE DEVELOPMENT

Crown Isle refers to a master planned community area that has been steadily developing since the 1990s, when zoning was designated for an area approximately 3 km² (nearly 9% of the Courtenay's land base today). Predominant land uses include a golf course community with a significant residential component and commercial centres. Due to its master planned tailored zoning (Comprehensive Development (CD) zones in the *Zoning Bylaw*), that has been in place since the 1990s, the land use policy is to maintain the established uses as described in the relevant CD Zones, and in accordance with Bill 44 requirements. As described in the Neighbourhood Centres land use designation, a local area planning process is proposed for the undeveloped lands near the Ryan Road and Anderton Road intersection and will provide an opportunity for land uses to be explored in more detail in that area.



Figure B-7 Artist rendering showing cluster housing forms of development. This type of development pattern is encouraged for new residential developments outside of growth centres, and particularly in areas with *Environmentally Sensitive Areas*.



Figure B-8 Artist rendering showing cluster housing forms of development in more detail.

SERVICE COMMERCIAL

These are specific parcels that are currently zoned for larger format commercial uses, including big-box stores, and that fall outside of Town Centres and Urban Corridors. They allow for the sale to the general public of goods that may require on-site storage to support the business' operation. A number of these lands are located within the floodplain and are not intended for residential development.

Policies

1. Recognize the role of these lands as 'gateways' to or within Courtenay that must be managed to reflect their high visual profile, and promote a positive visual presence.
2. Use redevelopment opportunities to transform vehicle-centric development to pedestrian-priority urban designs.
3. Require commercial uses at grade where mixed use is permitted.

Built Form

- *Ground-oriented buildings*

Supported Uses

- Commercial – service and big box
- Emergency shelter
- Outdoor sales
- Agricultural (for lands within the floodplain)
- Mixed use commercial and residential for the lands outside of the floodplain

LIGHT INDUSTRIAL

Light industrial uses and employment lands accommodate a mix of light manufacturing, processing, warehousing, and distribution, and support the diversification of the city's economy.

Policies

1. Heavy industrial uses such as sawmills or outdoor manufacturing facilities are not supported.
2. Enable the flexible and appropriate adaptive use of industrial lands to meet evolving community needs.
3. Participate in monitoring at a regional scale the supply of readily serviced industrial land with the objective of maintaining sufficient capacity to meet the needs of the regional economy.

Built Form

- *Ground-oriented buildings*
- Low-rise buildings

Supported Uses

- Manufacturing
- Distribution facilities
- Enclosed storage
- Indoor recreation requiring warehouse-type space
- Research and development
- Auto-oriented services
- Small item sales, service, and repair
- Accessory retail, office, and residential
- Fabrication and repair
- Emergency shelter

INSTITUTIONAL

These civic and institutional uses encompass educational facilities, health-care facilities, religious institutions, utilities, and agencies with limited accessory uses.

Policies

1. Support integration of civic and institutional uses within centres and neighbourhoods.
2. Support limited office, commercial, and residential uses that are associated with and accessory to institutional uses.
3. Enable the flexible and appropriate adaptive use of institutional lands to meet evolving community needs.
4. Where land is designated as being within the provincial Agricultural Land Reserve, any uses must be permitted under the Agricultural Land Commission Act, regulations and orders.
5. High-rise buildings above 8 storeys are subject to Local Area Plan direction.

Built Form

- *Ground-oriented buildings*
- Low-, medium- and high-rise buildings

Supported Uses

- Government offices and facilities
- Schools and post-secondary institutions
- Health-care facilities
- Cultural and recreational facilities
- Community services
- Places of worship
- Supportive housing
- Care facility
- Accessory commercial and office
- Accessory residential, including multi-residential
- Utilities
- Mixed-use

PARKS AND RECREATION

Parks, trails, recreation facilities, and natural areas with limited accessory uses.

Policies

1. Preserve, connect, and enhance access to natural areas, and open spaces.
2. Maximize opportunities for indoor and outdoor recreation programs and services.
3. Ensure safe, convenient access to parks and recreation amenities through provision of trails and active transportation options.
4. Limit other uses that are associated with and accessory to parks and recreation uses, as defined in the Zoning Bylaw.
5. Create zones in the Zoning Bylaw to identify and preserve lands for Parks and Open Space uses.

Built Form

- *Ground-oriented* and low-rise buildings

Supported Uses

- Parks and recreation areas
- Protected areas
- Recreational programs and services facilities
- Emergency shelter

Area-Specific Profiles and Planning Directions

COURTENAY AIR PARK PRECINCT

The Courtenay Air Park is comprised of public lands, some of which function as public park, and others that are leased to the Courtenay Airpark Association who manage and operate the Courtenay Airpark aerodrome. The Courtenay Airpark has more than 50 years of history since the first plane landed. The Airpark portion of the lands are used not only as a recreational airport, but also for medical aircraft, tourism, associated businesses, and local economic development purposes.

Surrounded by the rich, natural estuarine environment, these lands are within the floodplain and future uses must be carefully considered. With views of the mountains, the combined area of the aerodrome Airpark, public Air Park, and adjacent public marina and walkway is one of the most popular recreational destinations for the residents and visitors of the Comox Valley. Immediately surrounding the Airpark and Air Park are a mix of private commercial and residential uses and re-development opportunities. A precinct concept is envisioned in order that the wider area will continue to be a key destination for residents and visitors to experience and enjoy the public amenities and natural environment, while carefully accommodating new adjacent development where safe to do so.

Policies

1. Initiate a process to develop a local area plan for the precinct in order to ensure the area continues to be a key destination for residents and visitors to experience and enjoy while providing clarity of land use goals for the publically owned lands as well as direction to the development of privately owned lands.
2. Consider opportunities to meet other recreational uses identified in the Parks and Recreation Master Plan for West Courtenay, within this area.
3. Support expanded recreational use of the marina including rowing facilities.
4. Work with the Airpark Association as well as the wider public to develop the local area plan.
5. Any new developments in the vicinity must meet transport Canada aerodrome requirements and consider impacts on traffic, view of the mountains, and trails.
6. Work with the Airpark Association to assist them in obtaining a Temporary Use Permit (TUP) in order to address the current land use regulations on public land.
7. Secure and maintain recreational water access and sustain public recreation and park use of the lands adjacent to the water.



Map B-7 Courtenay Air Park Precinct Planning boundaries are illustrative and will be established in accordance with the Local Area Plan policies section of the OCP.

AGRICULTURAL & AGRICULTURAL LAND RESERVE

Agricultural lands which may or may not be within the Agricultural Land Reserve (ALR).

Policies

1. Preserve agricultural lands for agricultural purposes including associated food processing and distribution.
2. Uses within the Agricultural Land Reserve are subject to the Agricultural Land Commission Act (ALCA) and its regulations.
3. Subdivision of ALR parcels is not supported except in the cases of boundary lot line adjustments or consolidation applications.
4. For the purposes of subdivision of non-ALR lands, limit parcel sizes to 4 hectares.
5. Limit size of principal residences in the ALR through the *Zoning Bylaw* update.

Built Form

- *Ground-oriented buildings*

Supported Uses

- Agricultural uses including production facilities
- Agri-tourism building and facilities, including accommodation
- Single-detached residential
- Secondary suites
- Detached secondary dwellings
- Home based businesses
- Education and research (not schools)
- Utilities within an existing right of way

FUTURE GROWTH

Lands within the city that may be appropriate for future urban development. These lands are not currently designated for urban development due to their existing low density, limited transportation access, limited municipal services, and distance from growth centres. The suitability for urban development will have to be examined in more detail in a future OCP planning cycle.

Policies

1. For the purposes of subdivision, limit lot sizes to 4 hectares.
2. Future consideration of urban development within the Future Growth areas will require that local area plans be first developed to provide a comprehensive plan for land uses, environmental protection, and servicing. Rezoning for additional density, new uses or other development are strongly discouraged before Council adopts a Local Area Plan within these areas.
3. In the north east Courtenay Block 71 area, only support future growth in accordance with existing Agricultural Land Reserve exclusion permissions.

Built Form

- *Ground-oriented buildings*

Supported Uses

- Single-detached residential dwellings
- Secondary suites
- Detached secondary dwellings
- Agriculture

Area-Specific Profiles and Planning Directions

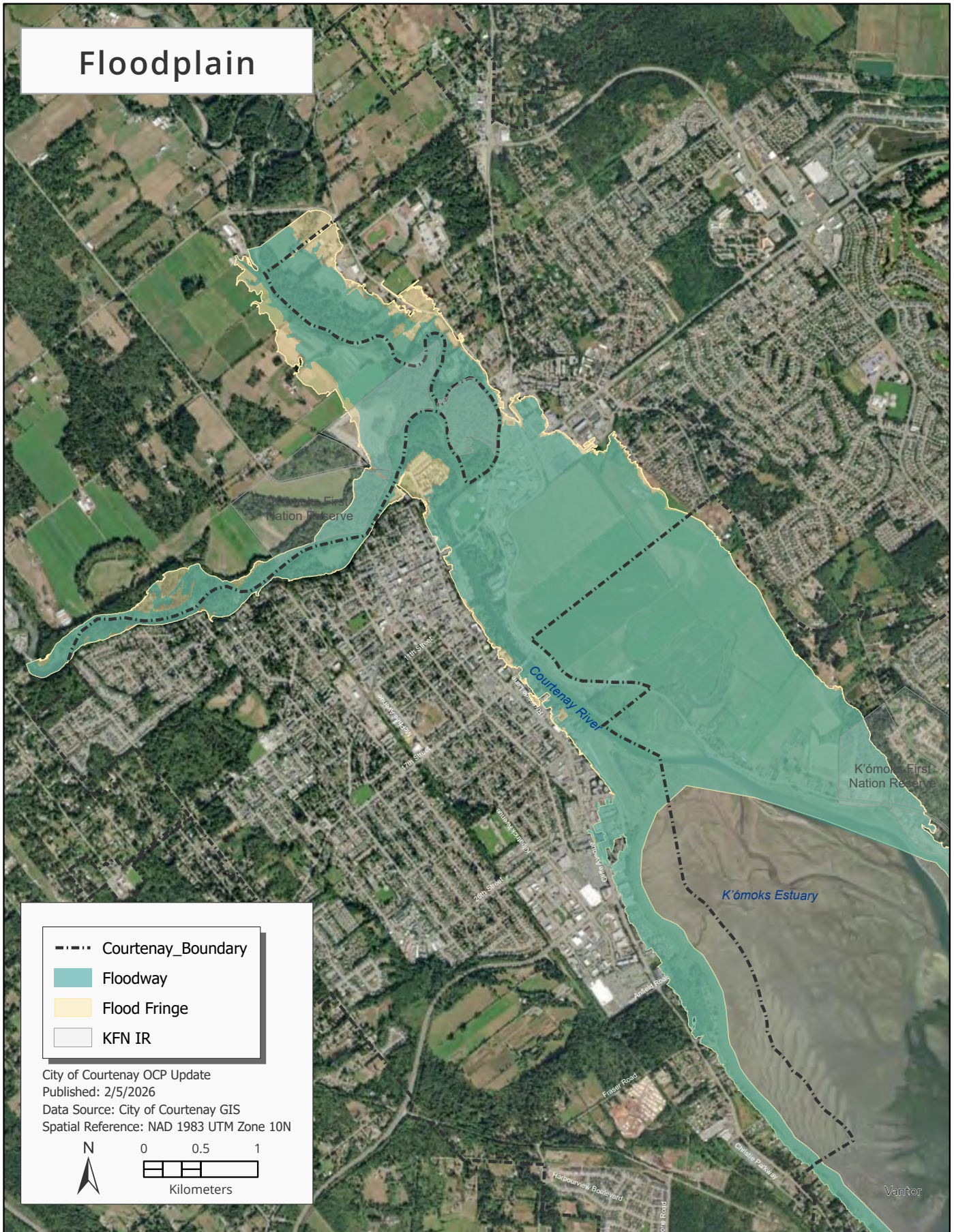
FLOODPLAIN

The City of Courtenay has detailed mapping on the flood hazard faced by the community and adopted a Flood Management Plan in 2024 to develop risk reduction and resilience strategies that reflect community priorities. That plan provides detailed information on options and actions to address flooding risk in a changing climate and within a regional context. The OCP provides high level direction on activities subject to flood risk over the course of Flood Management Plan implementation and future updates.

Courtenay is exposed to flood risk from rising sea levels, increased rainfall, and increased river flows. The floodplain is the area that is known to flood during the combination of high tide and high river flows. The frequency of flooding, and the depth of flood waters have been mapped under various scenarios. Areas within the floodplain that flood most frequently and will experience the highest flows and deepest water are designated as the floodway.

Areas within the floodplain that will flood rarely, during the most extreme events are designated as the flood fringe. The permitted land uses for the floodway and flood fringe areas of the floodplain are different to reduce the damage caused by flood events. This is one of many actions to reduce flood risk. A description of all flood risk reduction measures is provided in the Flood Management Plan.





Map B-8 Floodplain areas

The shoreline is part of the floodplain and includes the surface waters, extending from the present natural boundary to the extent of the City's jurisdiction. This includes an approximate 3 kilometre stretch of shoreline along the K'ómoks Estuary as well as both sides of the Courtenay River and all other shorelines within the City of Courtenay's boundaries.

Development within these vulnerable areas represent regionally important urban centres with significant public and private property investment and transportation connectivity.

Planning Objective

- Minimize the risk to people and property from natural hazards.
- Encourage safety in construction, location and the manner of new construction in flood prone areas.
- Ensure new development does not increase natural hazards and mitigates risks for surrounding properties.
- Minimize the potential for damage to public infrastructure, facilities, and utilities.
- Ensure lands are safe for the intended use.
- Preserve the natural environment and ecological functions of floodplains.
- Increase awareness of natural hazard areas, such as designated floodplain areas and the implications of such a designation.

Policies

1. Permitted land uses will differ between floodway and flood fringe areas to minimize risk. Where development occurs, design must meet flood construction standards, allow safe evacuation during flood events, and incorporate adaptive measures for long-term resilience.
 - a. Within the floodway, recreational, parks and natural spaces, and agricultural land uses are the most appropriate uses. Residential uses are not supported in the floodway.
 - b. Within the flood fringe, commercial, recreational, parks and natural spaces and agricultural land uses are the most appropriate land uses.
 - c. Where development is presently located or permitted within floodplain or flood fringe, future development in such areas shall meet the current flood construction standards and all other associated requirements.
4. Regularly review and ensure all floodplain related policies and regulations are up to date.
5. Support parks and recreational uses that are designed with flooding in mind.
6. Respect foreshore sediment and flow processes through the prevention of hard shoreline development solutions, and using green approaches that mimic ecosystem functions for erosion protection.

7. Limit activities along the shoreline to environmental protection and recreation including limited marina access.
8. Create zones in the Zoning Bylaw to formalize shoreline uses and setbacks to include limited public marinas and boat launches, with an emphasis on prioritizing environmental protection and passive recreation.
9. Implement the Flood Management Plan in order to minimize the safety risk, property damage, and environmental impacts associated with a flood event.



PART C

THEMATIC POLICIES

Dozens of policies on a range of community topics are presented in Part C in order to support the OCP vision of a *high quality of life with a low-carbon footprint for all*. Three policy foundations are presented here to provide context and understanding on the policy connections in the following chapters: quality of life, a low-carbon approach, and affordability.

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POLICY FOUNDATION: UNDERSTANDING QUALITY OF LIFE

Quality of life is influenced by a broad range of personal, social, economic, and environmental conditions in which we grow, live, work, and age. It is defined as the standard of health, comfort, and happiness experienced by an individual or group.

To understand the connection to and between policies that Courtenay can enact to support a high quality of life for everyone, the *social determinants of health* framework is presented here (Figure C-1).

Social determinants of health are the non-medical factors that influence individual and collective health outcomes and research suggests that they are collectively essential to one's health, and by extension their quality of life.

The OCP has direct and indirect influence on a number of these factors that affect one's quality of life. For example, the OCP directs policy on: Courtenay's transportation network to support active lifestyles, choice and affordability; supports the creation of sufficient and *affordable housing*; includes land uses to support employment opportunities, a vibrant economy, and public spaces to promote social connections; promotes accessibility to municipal services; and safeguards a healthy environment.

This systems-based approach to understanding individual and community health and quality of life was used in developing the full suite of policies throughout the OCP. This ensures that policy proposals deliver on multiple outcomes.



Figure C-1 The *social determinants of health* (presented here) have a strong influence on quality of life.

POLICY FOUNDATION: UNDERSTANDING COURTENAY'S LOW-CARBON APPROACH

High-quality of life for the entire community must be achieved with a shrinking - and eventually eliminated - carbon footprint by 2050. Cities are estimated to be responsible Green House Gas (GHG) emissions, underscoring the critical role that local governments and their communities play in directly controlling or influencing emissions. Municipal actions can meaningfully address emissions associated with energy use in buildings, transportation systems, and infrastructure, as well as emissions from solid waste management and wastewater treatment.

Transportation accounts for the majority of Courtenay's emissions, and is thus the area in which most change must occur. As explored throughout Part B, land use and urban form play a vital role in reducing transportation-related emissions. Buildings are the second greatest source of emissions, followed by waste management practices.

The OCP includes policies that were intentionally developed to address Courtenay's total community energy use and greenhouse gas (GHG) emissions, and to support the achievement of a net-zero GHG target by 2050. Courtenay's emissions profile and modelling of projected GHG emissions associated with growth were previously developed and presented as part of the 2022 OCP. While updated, detailed emissions modelling was not within the scope of the 2026 OCP update, the underlying policy directions remain valid and aligned with established decarbonisation pathways. For the purposes of the 2026

update, emissions information is therefore presented as a snapshot in time. The City of Courtenay continues to work with the Comox Valley Regional District to regularly update community emissions inventories, which will be used to monitor progress toward the long-term target of net-zero GHG emissions by 2050.

Why the modelling only tells part of the story

Methods to evaluate community-wide energy and emissions only tells part of Courtenay's emissions story as it does not include the embodied energy of some 'climate solutions' such as electric vehicles, the emissions associated with the wider consumption patterns (beyond energy) that occurs within Courtenay's boundaries, or as a result of all activities by its citizens. In the pursuit of a truly net-zero emissions community, Courtenay should strive to reduce GHGs beyond what is measured in this OCP.

At the time of the writing of this Plan, methods to measure the embodied energy of actions and technologies and consumption behaviours within communities are being developed as community planning tools. These analyses are expected to become more common in evaluating community-wide climate action opportunities over time and offer an opportunity for Courtenay to continue to understand, account for, and take action on emissions in future OCP updates. In identifying larger GHG footprints than currently accounted for, these analyses likely will also identify that net-zero community wide emissions are harder to achieve as we account for more GHG sources in our daily lives.

Analogous to the multiple “R’s” of waste management—Refuse, Reduce, Reuse, Repurpose, and Recycle—which prioritize preventing waste at its source, the most effective approach to reducing carbon emissions is to limit energy demand through deliberate, upstream decision-making. This energy hierarchy emphasizes the following sequence of actions:

- 1. First, avoid or reduce energy demand as much as possible,**
- 2. Second, improve energy efficiency, and**
- 3. Third, switch energy supplies to low-carbon sources.**

This approach prioritises reducing energy demand by avoiding energy-intensive activities and adopting conservation measures wherever possible. Examples include reducing waste generation, thereby limiting the energy required for its collection and processing, and replacing single-occupancy vehicle trips with carpooling, walking, cycling, or public transit. These benefits apply even in systems with widespread recycling or vehicle electrification, as waste management and the production of electric vehicles remain energy- and resource-intensive, and electric vehicles are not universally affordable or equitable.

The next priority is to improve the efficiency of energy-using systems, such as through high-performance building retrofits or upgrades to municipal infrastructure. The final step is to supply remaining energy demand with low-carbon and renewable sources, including heat pumps and electric vehicles. This sequencing is essential: by reducing energy demand first, the scale of efficiency upgrades and renewable energy infrastructure required is minimised, while also delivering co-benefits such as reduced material use, lower costs, and protection of natural resources.

The energy hierarchy provides a structured framework for intentional design and decision-making in carbon reduction. While it establishes a clear order of priority, the practical application of this hierarchy may vary depending on context and constraints. For existing buildings heated by gas or oil, switching to low-carbon heating systems can represent the most immediate and effective opportunity to reduce emissions, even where comprehensive building envelope retrofits are not yet feasible. Nonetheless, measures to reduce demand and improve efficiency remain essential over the longer term, as they reduce operating costs, enhance building performance, and limit the scale of low-carbon energy infrastructure required.

REDUCING MUNICIPAL GOVERNMENT CORPORATION EMISSIONS

The City of Courtenay as a corporate entity has been a signatory to the BC Climate Action Charter since 2007. Most communities in BC have signed this Charter which stipulates that signatory local governments agree to develop strategies and take action to reduce emissions within municipal operations and community-wide, including committing to creating a complete, compact, and more energy efficient community. Subsequently, the City adopted a Corporate Climate Action Strategy in 2009 which identified actions the City could take to reduce GHG emissions from the delivery of municipal services. Since 2009, the City of Courtenay has integrated a number of the original recommendations into their operations. The City is working on an update to the Climate Action Plan to meet the latest greenhouse gas reduction targets, and address climate risks that are most likely to impact the community.

Key actions will include:

1. Replacement of conventional fleet vehicles with electric fleet vehicles as outlined in the Zero Emission Vehicle Fleet Transition Plan.
2. Building upgrades and retrofits to reduce facility emissions as outlined in the Corporate Facility Energy Management Plan.
3. Update the Climate Action Plan to include measures to adapt to a changing climate, and manage expected climate risks.
4. Develop detailed metrics to track the implementation of climate action at the City of Courtenay.



POLICY FOUNDATION: UNDERSTANDING AFFORDABILITY

As a public service entity, the City's affordability objectives are broad and long range. The City of Courtenay is financially prudent when planning municipal services for residents and businesses, as part of supporting lower household costs.

A key assumption of the OCP is that effective climate action will ensure the safety, wellbeing and prosperity of the community. The City seeks to prevent costs related to flooding, wildfires, droughts and related food shortages. By building resilience and taking climate action today, the City can continue to support a high quality of life into the future. A holistic definition of sustainability is embraced throughout the OCP, recognizing that the ability for present and future generations to meet their economic and social needs within healthy and sustainable ecological systems must be achieved by positively reinforcing economic, social, and ecological systems rather than putting them in conflict with one another.

Key affordability factors that are embedded within the policies of the OCP include:

Cost of municipal services: Municipal asset management studies show that compact and focused forms of community growth are less costly in the long run because costs for municipal services can be shared among a greater number of users. This has a direct impact on property taxes, the dominant source of municipal revenue.

Cost of housing: The City of Courtenay's 2024 Housing Needs Report shows that unaffordability remains the largest contributor to Core Housing Need, with the gap between income purchasing power and actual house prices widening.

There is a higher prevalence of households experiencing Core Housing Need among renters, single individuals, lone parents, Indigenous households, refugees, and transgender or non-binary persons. Meeting the demand for a range of affordable housing options is crucial. The primary strategy to increase housing affordability is to support increases in supply by allowing more units throughout the entire city, with highest densities being focused into targeted growth centres. The addition of small-scale multi-unit housing zoning intends to increase the units permitted and being delivered.

Cost of transportation: Personal vehicle ownership is the second-greatest household cost for most Canadians after housing. Options that reduce dependence on a personal vehicle can significantly lower household costs. More compact and focused community growth and development can make more transportation options viable such as convenient transit services, cycling, and walking. In addition, roads, parking, and bridges that prioritize vehicles is more expensive for a local government to provide per trip than walking, cycling, and transit infrastructure.

Cost of energy: The cost of fossil fuels such as natural gas, diesel, and gasoline tends to rise and fall over time and is influenced by global markets, supply disruptions, and changes in demand. In Canada, people have experienced periods where fuel and heating costs are noticeably higher than in the past, especially during times of economic change or global instability. Because energy prices

can be unpredictable and sometimes increase, operating costs can be reduced by encouraging compact, walkable communities that make it easier to get around without a car, along with buildings that use energy more efficiently.

Costs of externalities: *Full cost accounting* is an important policy goal of the OCP to consider costs more holistically. This means that external costs associated with climate change, impacts, air pollution, motor vehicle collisions, and other health and sustainability impacts are factored into the policies and in the future will be better accounted for in decision-making.

Full cost accounting also recognizes the role that municipal *natural assets* play in providing 'free' services to a community (such as flood control, rainwater management, and cooling urban environments). Another example is considering the costs of other public agencies funded by the single 'tax payer'. For instance, the City could work with Island Health and School District 71 on specific mandates and budgets where there are mutual benefits and efficiencies. Using active transportation as an example, school districts wish to see kids come to school with some exercise, and reduce bussing costs and safety concerns in the parking lot drop off and pickup. Island Health supports increasing physical activity in our daily lives to address emerging chronic public health concerns that dominate public health challenges today outside of the COVID-19 pandemic.

Costs of inaction: Studies show that the cost of not reducing carbon emissions and adapting to climate change will be much more costly than taking action. This including intergenerational costs that will be deferred to future generations.

HOW THE THEMATIC POLICY CHAPTERS ARE ORGANIZED








Each policy chapter includes:

- a list of objectives to provide an overview of what Courtenay intends to achieve within that policy theme.
- a summary of that theme in Courtenay today and a discussion of how the OCP can meet stated OCP directions, vision, and goals through the featured theme.
- a number of policies to inform City of Courtenay decisions.
- implementation categories assigned to each policy to help navigate implementation expectations.

Where greenhouse gas emissions modelling has been conducted for a policy chapter, information on the GHG reduction opportunity is also included.

POLICY IMPLEMENTATION CATEGORIES

The City will wear many hats in the implementation of this OCP, ranging from regulator and service provider, to partner and advocate. The implementation categories assigned to the various policies are as follows:

	Development standard	<i>Policy directing a requirement or opportunity of new development proposals</i>
	New City standard	<i>Policy directing how or what municipal infrastructure, services, or programs will be delivered, often to a new standard</i>
	City work plan action	<i>Policy identifying the need to incorporate this action into the City's staff and work planning in order to be accomplished</i>
	Routine City activity	<i>Policy directing new perspectives or processes into existing and routine City activities</i>
	Opportunity action	<i>Policy identifying the City's position should such an opportunity present itself to advance the policy</i>
	Partnership action	<i>Policy identifying the need and willingness of the City to work in partnership</i>
	Advocacy	<i>Policy directing the City to advocate to other jurisdictions on the identified topic</i>



STREETS AND TRANSPORTATION

OBJECTIVES

1. The existing road and transportation network is optimized and vehicular congestion is reduced through Transportation Demand Management measures that shift the modal split to 30% of trips are by walking, cycling and transit by 2030 and 60% by 2050
2. The City works in partnership with other authorities responsible for local and regional multi-modal transportation services to attain modal split targets and support a safe and efficient transportation system
3. Street standards are designed for safety and accessibility for all users with attention to comfort at the pedestrian scale
4. Excess existing road space is repurposed to support public life, active travel, and *green infrastructure*
5. Zero emissions, electrified transportation is supported and increasingly the norm
6. The amount of land dedicated to parking is minimized
7. Parking standards reflect electric vehicle and cycling needs
8. New development integrates *multi-modal transportation network* planning into site design
9. Educational programs to support transit use, walking, cycling, and car sharing are widely available
10. The City shows corporate leadership in the City's fleet and on City properties

Other policy chapters also influence the streets and transportation system. For example, connecting the transportation and the greenways system to better support active mobility is described in the Parks and Recreation chapter, reducing impervious surfaces to support watershed health is described in Natural Environment chapter, and form and character design objectives for streetscapes are described in the Development Permit designations in Part D.



COURTENAY TODAY

Much of Courtenay's development patterns are 'car centric', built with the assumption that most people will have access to a private vehicle. The street network consists of major corridors providing connections through the City and region, as well as residential streets supporting access to neighbourhoods. The network is defined by the two bridge crossings at 5th Street and 17th Street, both of which are key sources of congestion and delay.

Many neighbourhood streets are wide, with discontinuous streets and cul-de-sacs. Many of the most major corridors – Ryan Road, Cliffe Avenue, Highway 19a – are under the Ministry of Transportation & Transit's (MOTT) jurisdiction who play an important role both locally and connecting Courtenay to neighbouring communities.

Not surprisingly, the majority of residents rely on their car, with nearly 85% of all commuter trips being made by private

vehicle and fewer than 15% by sustainable modes (walking, cycling, and public transit). And while electric vehicles have increased in popularity in recent years, transportation continues to account for a significant portion of Courtenay's emissions.

Despite recent provincial, regional and City investments in walking, cycling, and transit, these options often feel like an afterthought for residents who have convenient access to a car:

- The sidewalk network has several gaps and the lack of safe crossings on some major roads can be challenging and inconvenient for pedestrians.
- The cycling network has significant gaps in connectivity and poses safety concerns for cyclists in many locations.
- The land use, population size and growth realities of a small urban community within a rural regional district pose challenges to transit viability.

MEETING OUR GOALS THROUGH STREETS AND TRANSPORTATION

Prioritizing investment in walking, wheeling, cycling, and transit modes of transportation – and integrating them with land use and urban form – are incremental but important actions to realizing the vision of a low carbon transportation system with more choice.

Prioritizing these sustainable modes of transportation will mean Courtenay increasingly becomes a city that is best experienced at the pace and scale of a person travelling on their own power, especially for shorter trips. Ensuring streets are more ‘complete’ for all mobility options and users in turn supports street life, community character, active living, health, neighbourliness, investment in street green infrastructure, and economic vitality for businesses relying on foot traffic and tourism.

It also equitably influences mobility, as more affordable transportation choices will allow greater access to and within Courtenay for all residents, not just those who have a car. Children and youth will have seamless and safe walking, cycling, and transit connections

to schools, thus supporting active travel habits from a young age. And regardless of physical ability, convenient transportation options will be available.

Better supporting sustainable modes of transportation reduces the amount of energy used in the transportation system, reduces congestion on the existing road system and supports improved safety for all road users.

And while vehicles of all types will increasingly become electric with lowered GHGs, single occupancy electric cars should form only part of Courtenay’s transportation system of the future. Vehicles still require energy to operate and have large embodied energy and carbon footprints, are not financially attainable by all residents, and contribute to a number of negative externalities associated with vehicle-centric community planning such as extensive road networks, traffic congestion and safety, sedentary lifestyles, and high household transportation expenses. As the City makes the transition to the goal of functional transportation choices, there will still be a place for single occupancy cars but they will be one option among many.

2022 OCP MODELING ASSUMPTIONS

Energy and GHG emissions modelling conducted in the creation of the 2022 OCP shows that transportation-related energy use can significantly decrease and use more energy from the lower carbon electricity grid if 30% of all trips are made by walking, cycling, and transit in 2030 and 60% of all trips by 2050.

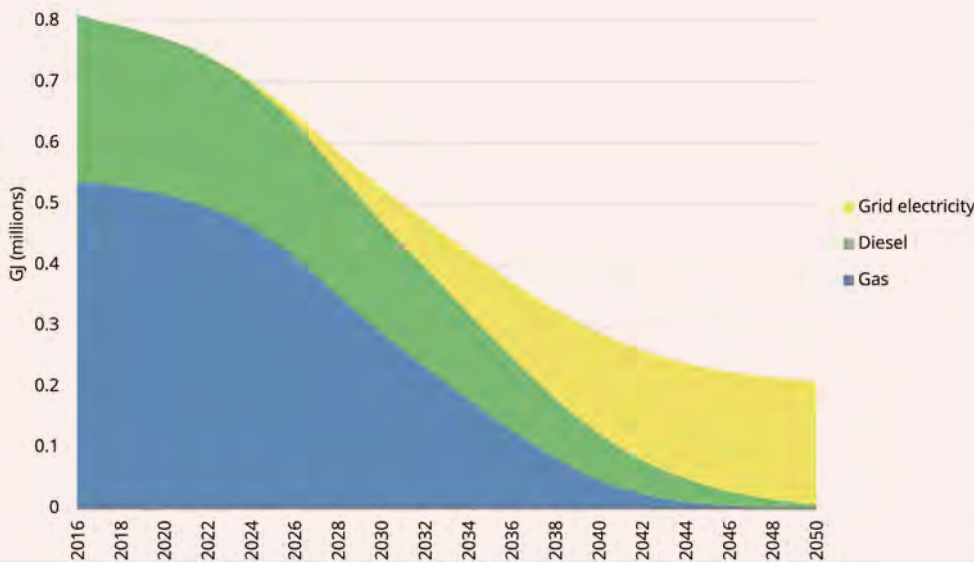


Figure C-2 Modelling results conducted in 2022 of anticipated energy that would be used in the transportation sector under full OCP implementation, for years 2016–2050.




Objective 1 The existing road and transportation network is optimized and vehicular congestion is reduced through Transportation Demand Management measures that shift the modal split to 30% of trips are by walking, cycling and transit by 2030 and 60% by 2050

Policies

- ST 1** Defer major vehicle transportation-related infrastructure investments through land use, investment in non-automobile modes, and managing existing infrastructure. ✓
- ST 2** Ensure municipal transportation-related spending aligns with low-carbon and active transportation objectives. ✓
- ST 3** Ensure new or enhanced walking, cycling, and transit infrastructure opportunities are considered whenever undertaking road upgrades and Strategic Transportation, Cycling, and Transit Future Plans. ✓ 🤝
- ST 4** Explore innovations in price-signaling and financing practices, such as paid parking, transportation utility fees or user pay systems, to better account for the public costs of personal vehicular transportation, particularly wherever such opportunities are presented through partnerships, granting opportunities, or other investments in innovation. ✓
- ST 5** Support effective goods movement and emergency response through designation, design and protection of routes. ✓



- ST 6** Require pro-active traffic management planning to minimize impacts on traffic during major infrastructure projects. Use representative baseline information to understand impact and educational programs to encourage the shift to multi-modal options where available. ✓
- ST 7** Review transportation policies as new mobility technologies emerge. ✓
- ST 8** Implement the Transportation Master Plan and Cycling Network Plan, and amendments thereto, with high priority allocated to actions that promote improving efficiency of the existing road network, walking, cycling, transit, shared use and accessibility including, but not limited to: 
- a.** Filling in the gaps in the pedestrian network, particularly along the Frequent Transit Network, within the Town and Neighbourhood Centres, around schools, community centres, seniors housing and along major roads;
 - b.** Developing the spine of the cycling network, connecting existing infrastructure, and focusing on easily achievable successes in neighbourhoods such as around schools;
 - c.** Enhancing accessibility features and transit passenger amenities at bus stops with priority given to along the Frequent Transit Network, within the Town and Neighbourhood Centres, around schools, community centres, and seniors housing;
 - d.** Improving functionality for cycling and transit priority at identified key intersections;
 - e.** Prioritizing cycling intersection treatments;
 - f.** Coordinating with regional partners to advance public education and information sharing to support active travel and transit use; and
 - g.** Prioritizing safety and operational improvements that improve road safety and efficiency for all users.








Objective 2 The City works in partnership with other authorities responsible for local and regional multi-modal transportation services to attain modal split targets and support a safe and efficient transportation system.

ST 9 Support and participate in a regional approach with other regional authorities, to multi-modal transportation planning, delivery of infrastructure and services in accordance with this Plan. 🤝

ST 10 Collaborate with Ministry of Transportation and Transit to support coordinated land use planning, capital planning and multi-modal improvements on provincial corridors; explore transfer of jurisdiction where demonstrated to better support local objectives. 🤝

ST 11 Continue to work with the Comox Valley Regional District and BC Transit on implementation of the Transit Future Plan, including: 🤝




- a.** Implementation of the Comox Valley Frequent Transit Corridor;
- b.** Improving capital planning and development application referral and coordination with all authorities who have jurisdiction over the transit system and associated road network to ensure that opportunities to seek road dedication for necessary improvements and amenities such as bus shelters are routinely part of the development approval and capital planning process.

- ST 12** Monitor the Island Corridor Foundation planning process and support corridor transportation options as an integrated part of the City's mobility network. 
- ST 13** Support car and bike sharing programs and services by working in partnership with other jurisdictions, public organizations, business and community partners to sustain such services. 
- ST 14** Work with the Province on removing barriers to micromobility devices such as personal electric scooters. Review and update relevant municipal traffic bylaws upon any new legislative authorities that support micromobility devices.  
- ST 15** Continue to implement the Safe and Active School Program with School District 71 to identify strategic locations for active transportation improvements and promote active transportation. 

Objective 3 Street standards are designed for safety and accessibility for all users with attention to comfort at the pedestrian scale

Objective 4 Excess existing road space is repurposed to support public life, active travel, and *green infrastructure*

Policies

- ST 16** Supplement public amenity spaces within road rights of way in Town, and Neighbourhood Centres by providing more places for people to gather including, but not limited to:  
 - a.** Creating urban plazas and activation at street intersections and mid-block connections;
 - b.** Establishing pedestrian-only streets either permanently or during certain times of the year and/or certain times of the day;
 - c.** Undertaking laneway improvements that transform them into multi-functional public spaces and pedestrian linkages; and
 - d.** Supporting restaurant patios, pop-up parks, and *parklet* initiatives.
- ST 17** Implement traffic calming measures in accordance with the City's Traffic Calming Guide. 

ST 18



Amend the *Subdivision and Development Servicing* Bylaw to incorporate wherever feasible the BC Active Transportation Design Guide recommendations including, but not limited to: 

- a. Enhanced cycling lane standards that incorporate protected facilities on key segments of the network as identified in the Cycling Network Plan;
- b. Increased sidewalk widths including opportunities for *green infrastructure* such as rain gardens and street trees;
- c. Multi-use pathway widths and separation distances from roads;
- d. Furnishing zone recommendations including furnishing zone widths between 2 and 5 metres depending on road classification;
- e. Design speeds and posted speeds with consideration given to 50 km/h for arterials, 40 km/h for collectors, 30 km/h for local roads, and 15 km/h for lanes; and
- f. Universal accessibility features such as curb ramp widths and *tactile attention indicators*.



Objective 5 Zero emissions, electrified transportation is supported and increasingly the norm

Policies



ST 19

Create an electric vehicle (EV) public charging network plan to ensure that public electric vehicle (including electric bike) charging and parking facilities are conveniently distributed throughout the city, establish common design guidelines, set standardized usage regulations and fees, and are coordinated across public and private properties such as large commercial properties, gas stations, within Town and Neighbourhood Centres. Work with the Comox Valley local governments, BC Hydro, and the business community to plan and install Level 3 Direct Current Fast Charging (DCFC) stations in strategic locations.  

ST 20

Establish and/or promote incentive programs including rebates, bulk purchasing and financing mechanisms to install EV charging stations in existing single residential dwellings and multi-residences as well as commercial properties located within new Town and Neighbourhood Centres. Do this in partnership with and in relation to others developing such programs to cover gaps and maximize uptake.  

ST 21

Establish and promote incentive programs to support uptake of electric bike ownership in partnership and in relation to others developing such programs to cover gaps and maximize rebate uptake.  

ST 22

Respond to emerging zero emissions technologies such as electric vehicles, hydrogen fuel and hydrogen vehicles, once the technology is established and widely used. This may include hydrogen producing storage and fueling facilities.  



Objective 6 The amount of land dedicated to parking is minimized

Objective 7 Parking standards reflect electric vehicle and cycling needs

Policies

ST 23

Complete a comprehensive parking management review to optimize use and management of available parking. Consider curbside management practices, on-street parking restrictions, priced parking feasibility, and updated off-street parking requirements in coordination with the Zoning Bylaw. Coordinate with exploring opportunities for active transportation, green infrastructure, and place-making features within the road Right of Way. 

ST 24

Amend off-street parking requirements in the *Zoning Bylaw* to consider: 

- a. Vehicle parking maximums that reflect modal split targets;
- b. Reduced vehicle parking supply requirements, including no parking requirements in some areas;
- c. Vehicular parking spaces be equipped with energized outlets, with a percentage being capable of providing Level 2 charging (208/204V);
- d. Bike parking supply and quality requirements to reflect modal split targets such as: Short- and long-term bicycle parking including for non-standard bikes (e.g. cargo, trailers), electric bike infrastructure and security measures;
- e. Cycling end-of-trip facility requirements;
- f. Car share parking options and Transportation Demand Management measures in lieu of dedicated personal vehicular parking stalls;
- g. Mobility scooter storage in select uses;
- h. Loading requirements to support meal delivery and online commerce; and
- i. Cash-in-lieu options.

ST 25

Develop a strategy to increase bike parking throughout Courtenay. 



Objective 8 New development integrates *multi-modal transportation network* planning into site design

Policies

- ST 26** Require that all internal road and multi-modal networks are identified and provided as part of rezoning, subdivision, and development permit applications. 🏠
- ST 27** Ensure transportation network opportunities maximize pedestrian, cycling and transit connections in order to provide shortest active travel and transit routes to key destinations. This includes, but is not limited to, designing for mid block pedestrian and cycling connections in areas with low pedestrian and cycling connectivity, and securing public access for pedestrian and cycling use through strata developments (such as through Statutory Rights of Way and Covenants), wherever such opportunities are part of the active travel transportation network. 📄 🏠
- ST 28** Develop guidelines to inform landowner responsibilities and minimum standards when considering a public access for active transportation use through private property. 📄 🏠 🚲
- ST 29** Multi-use pathways within developments may be required to be designated as “highway” instead of linear parks to reflect their role in the wider Courtenay and regional multi-modal transportation system. Such lands shall not form part of the 5% park dedication (where required), except where the multi-modal network is located within a significant green space that offers park values. 📄 🏠
- ST 30** When updating the Transportation Plan, add multi-use pathways of significance to the Road Network Map APX-3 – (Appendix 2 Maps) to support interpretation of ST 29. 🚲
- ST 31** Review the applicability of the new provincial expanded works and services authorities and transportation demand management authorities enabled by Bill 16 in coordination with the update to the *Subdivision and Development Servicing Bylaw*. 🚲

Objective 9 Educational programs to support transit use, walking, cycling, and car sharing are widely available

Policies

- ST 32** Support safe cycling training and transit use programs provided by other jurisdictions and the non-profit sector. + 🤝
- ST 33** Support programs that educate drivers and cyclists on how to share the road. + 🤝



Objective 10 The City shows corporate leadership in the City's fleet and on City properties

Policies

ST 34

Demonstrate leadership on public properties and with the municipal fleet by: 

- a. Continuing to implement a green procurement policy;
- b. Ensuring vehicles are replaced with non-GHG emitting versions by 2030 within the City's fleet asset management planning wherever practicable;
- c. Using electric bicycles wherever operationally practicable; and
- d. Installing electric bike parking and electric vehicle Level 2 and 3 charging stations at strategically located municipally owned properties.





BUILDINGS AND LANDSCAPE

OBJECTIVES

1. Existing buildings are upgraded for high energy and water efficiency, net-zero emissions, and renewable energy production
2. New buildings are highly energy and water efficient, perform at net-zero emissions standard and produce renewable energy
3. Living landscape elements are incorporated for water, energy, and biodiversity purposes
4. The designs of new buildings complement neighbourhood character
5. Innovation in building performance and accessibility is encouraged
6. Municipal buildings and site design demonstrate leadership in building performance, accessibility, and design

Related objectives and policies to this topic such as parking are included in the Streets & Transportation chapter, water conservation and waste diversion in the Municipal Infrastructure chapter, and form and character design objectives in the Development Permit designation section in Part D.



COURTENAY TODAY

Buildings and landscape are spaces that create the context for public life, private life, and everything in between. They reflect a community's values as well as its sustainability and resilience.

For example, buildings and their occupants consume a great deal of energy. Following transportation, existing buildings are the second largest source of Courtenay's total annual emissions. Most of the energy is used for space and water heating – usually the biggest items contributing to energy bills.

Landscapes and buildings also consume a lot of fresh water. In order to reduce stress on the Comox Lake water supply during the summer, the Comox Valley Regional District has established a water consumption target for 2050 that is 50% lower than the 2008 baseline year. Because summer peak water use nearly

doubles in Courtenay due to irrigation, water-sensitive landscaping will be required to achieve these targets.

At the end of their life buildings can also generate a lot of waste if materials are not disassembled, repurposed, or otherwise diverted from the landfill whenever possible. Estimated at 28% of the total landfill waste stream, reducing the amount of construction and demolition waste is key to extending the life of the landfill and achieving GHG emission targets associated with waste management.

MEETING OUR GOALS THROUGH BUILDINGS AND LANDSCAPE

When designed well, architecture can be beautiful, can inspire, and can minimize the building and occupant's ecological footprints. When designed poorly, architecture can exclude, can become a blight, and can be wasteful in materials and performance. OCP policies can establish high quality architectural design expectations, while also reducing building emissions and energy bills through well thought-out development and high energy efficiency and emissions standards.

For existing buildings, 2022 OCP energy and emissions modelling shows that the greatest energy and emissions reductions can be made by switching building space heating systems to heat pumps (particularly for existing non-electrical heat systems), electrifying water heaters, and retrofitting older homes and commercial buildings to higher energy efficiency performance. Combined, these efforts can reduce Courtenay's buildings' greenhouse gas emissions significantly while making buildings more comfortable, providing better air quality, and lowering energy costs.

New buildings present an opportunity to ensure that energy and emissions performance are designed in right from the beginning, thus immediately contributing to climate action goals and avoiding the need to retrofit or switch energy sources at a later date.

This includes design features such as green roofs and renewable energy systems on larger buildings, biodiverse and watershed sensitive landscapes, and passive design features to increase natural ventilation and accommodate natural light or shade depending on the season.

Because redevelopment of existing properties will be an important part of accommodating Courtenay's growth, management of construction and demolition waste will be an important part of Courtenay's future. Wherever possible, the City will encourage the disassembly and reuse of construction materials.

As existing buildings are renovated or redeveloped, and new buildings meet efficiency and performance standards, Courtenay's buildings will become increasingly accessible, electric, healthy, and affordable to operate, while reflecting Courtenay's character, identity, and sense of place.



Modeling Assumptions and Policy Context

Energy and GHG emissions modelling was conducted as part of the 2022 OCP process to understand what building performance targets, building features and community-wide actions need to be achieved within the identified timelines in order to contribute to the net-zero community-wide GHG target established by this Plan. The achievement of these targets depends on the regulatory and development sectors working together towards common goals. For example, at the time of the update to this Plan in 2026, greenhouse gas emissions standards had only recently been included in the BC Building Code with stronger performance requirements to be phased in over time. Similarly, incentives to retrofit existing buildings will require partnership efforts thereby influencing the pace and scale of retrofitting efforts.

New single residential and small commercial buildings are referred to **Part 9 buildings** in the BC Building Code. Larger buildings such as multi-residential, industrial and large commercial buildings are referred to as **Part 3 buildings** in the BC Building Code.

Greenhouse Gas Emission modelling was conducted as part of the 2022 OCP project to understand the policies available to reduce GHGs in existing and new buildings of all types.

What is Needed to Get to Net-Zero Emissions for New Buildings

- Since 2022, the Zero Carbon Step Code has been introduced to complement the Energy Step Code in regulating GHGs and energy efficiency respectively when undertaking building construction under the BC Building Code. The City of Courtenay has adopted a policy to remain ahead of provincial step code requirements for both building efficiency and emissions.
- The modelling work shows that in addition to being energy efficient and low carbon, additional measures to support electricity production on site (such as with solar PV systems) and installing the highest water efficiency and irrigation systems are important to reducing overall building impact on the environment. For Part 3 Buildings, green roof treatments are identified as opportunities to reduce the urban heat island effect, better manage stormwater, and promote biodiversity and guidelines are provided on what percentage of roof coverage should be pursued to maximize these benefits (Table C-3).

What is Needed to Get to Net-Zero Emissions for Existing Buildings


- The modelling also identified that existing buildings are a significant source of emissions. Whether incentivizing building owners to undertake retrofit activities, or as part of a planned renovation, the following targets show the scale of the effort to address emissions and energy efficiency of existing buildings.
- By 2040, 80% of buildings built before 2022 would need to be retrofitted to achieve deep energy efficiency improvements (achieving a minimum of 50% energy use reduction). The thermal energy supply in these buildings would need to be met through electric systems.
- By 2050, 100% of buildings built before 2022 would need to be retrofitted to achieve deep energy efficiency improvements (achieving a minimum of 50% energy use reduction). The thermal energy supply in these buildings would need to be met through electric systems.


Gross Floor Area (Size of Building)	Coverage of Available Roof Space (Size of Green Roof)
2,000–4,999 m ²	20%
5,000–9,999 m ²	30%
10,000–14,999 m ²	40%
15,000–19,999 m ²	50%
20,000 m ² or greater	60%

Table C-1 Green roof area coverage by building floor area for Part 3 buildings. Available roof space is defined as the total roof area minus areas dedicated to renewable energy infrastructure. However, these two roof coverings are not mutually exclusive renewable energy infrastructure can be installed ovetop green roofing, provided the plant species are shade tolerant.

Objective 1 Existing buildings are upgraded for high energy and water efficiency, net-zero emissions, and renewable energy production

Policies

BL 1 Establish and promote incentive programs such as rebates or financing mechanisms (e.g., property assessed clean energy – PACE) to support decarbonizing and energy efficiency in existing buildings. Do this in partnership with and/or in relation to others offering such programs. 


BL 2 Establish and promote incentive programs such as rebates and information audits to support water efficiency in existing buildings. Do this in partnership with and/or in relation to others offering such programs. 












Objective 2 New buildings are highly energy and water efficient, perform at net-zero emissions standard and produce renewable energy

Objective 3 Living landscape elements are incorporated for water, energy, and biodiversity purposes

Objective 4 The designs of new buildings complement neighbourhood character

Policies

BL 3 Remain ahead of provincial minimum energy and carbon code requirements where opportunities exist. 

- BL 4** Advocate to and support the Province in amending the BC Building Code and other building related policies to: 
- a.** Regulate embodied energy of building materials and construction practices including demolition; and
 - b.** Enhance universal building accessibility requirements.
- BL 5** Review and update relevant building, zoning, and development permitting policies upon any new legislative authorities that support policies within BL 4.   
- BL 6** Utilize Development Permit Area guidelines for the purposes of:  
- a.** Energy and water conservation by encouraging all new buildings to exceed energy, emissions, and water conservation targets.
 - b.** Incorporating biodiversity and sensitive rainwater management practices within landscapes; and
 - c.** Ensuring that the form and character of new developments complement surrounding neighbourhood and showcase Indigenous designs.
- BL 7** Explore the establishment of Development Permit Areas for wildfire hazard protection upon review of wildfire risk to Courtenay. 
- BL 8** Consider establishing pre-approved form and character Development Permit Area designs for smaller lot infill housing in order to expedite the construction of high quality infill housing. 
- BL 9** Discourage the use of fossil fuel energy including natural gas in all development applications and continue to prohibit the installation of wood burning devices in new buildings.  
- BL 10** Initiate a process to develop Indigenous design guidelines to inform Development Permit Area Form and Character Guidelines for future OCP amendments. Work with K'ómoks First Nation, other Indigenous partners, and in collaboration with other local governments to inform consistent regional design. 

Objective 5 Innovation in building performance and accessibility is encouraged

Policies

- BL 11** Support amendments or variances to the *Zoning Bylaw*, *Building Bylaw*, or *Subdivision and Development Servicing Bylaw* when presented with development applications that: ✓
- a. Exceed minimum universal accessibility requirements;
 - b. Include sustainable building practices that use low-carbon, renewable materials, and achieve self-sufficiency in energy, water and wastewater, wherever such opportunities are presented by building design professionals and meet the BC Building Code requirements.

Objective 6 Municipal buildings and site design demonstrate leadership in building performance, accessibility, and design

Policies

- BL 12** Provide leadership with municipal buildings and site design including opportunities for demonstration and education of carbon neutral, Indigenous-informed, environmentally sensitive and high-quality urban design. ✓
- BL 13** Build all new municipal buildings to emerging best practices in energy efficiency and net-zero emission standards, universal accessibility, and follow integrated Development Permit Area guidelines for form and character, and energy and water conservation. This means: ✓
- a. Meet 100% of energy demand through electrical means. Do not permit combustion heating and electrical systems including oil, natural gas, and wood unless for public emergency command centre purposes.
 - b. Incorporate high energy efficiency and zero-carbon building emissions designs and technologies such as passive design, green roofs, renewable energy generation, low-impact rainwater management, biodiverse landscaping, non-toxic and low embodied carbon building materials.
- BL 14** Conduct a portfolio-wide energy audit and develop a retrofitting plan for all municipally-owned buildings, in alignment with asset management and strategic financial plans. Review the retrofitting plan every five years to evaluate progress and make necessary adjustments to meet high energy efficiency and net-zero emissions targets. 🏠



HOUSING

OBJECTIVES

1. New housing supply keeps pace with demand
2. A variety of housing options are permitted and positively integrated in all neighbourhoods
3. Maintain and increase rental housing stock
4. Increase the amount of new below- and non-market housing developed in Courtenay

The affordability, location, and type of housing relate to a number of other policy chapters of the OCP. Objectives and policies regarding the density and location of housing are included in the Managing Growth chapter. Standards for new housing to ensure it is low carbon and accessible are included in the Buildings & Landscape chapter. Parking standards are discussed in the Streets & Transportation chapter.

COURTENAY TODAY

Many Courtenay residents are struggling in the current housing situation that is not meeting their needs. Rising land and construction costs, a growing population, inability to keep supply at pace with demand, and a significant stock of single residential dwellings in a community with varying housing needs are all contributing factors to this struggle. Transportation costs also contribute indirectly to a household's ability to afford housing, as the need for a car, the second greatest expense in most Canadian households, becomes a competing expense.

More than a roof over one's head, adequate housing is a fundamental human right in Canada, and an important social determinant of health. It impacts the community's ability to attract and retain employees and sustain a vibrant economy.

Courtenay's 2024 Housing Needs Report reveals critical insights regarding the housing affordability crisis in the community. Between 2019 and 2022, the median home price surged by 61%, a significant increase when compared to the previous 35% rise from 2016 to 2019. In the rental market, the situation mirrors this trend: median apartment rental prices escalated by 54% from 2019 to 2023, significantly outpacing the 21% hike observed between 2016 and 2019. Rental vacancy rates remained consistently low at 1-2% during this time.

Despite the delivery of new purpose-built rental housing options contributing to healthier market vacancy rates of between 3-5% and somewhat softening rental prices, these improvements have not translated into affordable housing for many residents. The increase in vacancies has not sufficiently offset the dramatic rise in rental costs, particularly given that median household incomes have not kept pace. Currently, the median household income for Courtenay renters stands at \$50,400, and for homeowners, it's \$82,000. 41% of renter households pay more than 30% of their income on housing, with 10% facing the burden of spending over 50% of their income on housing.

Those compelled to exceed these thresholds are categorized as living in core and extreme core housing need, which reflects unacceptable affordability standards in Canada. Unfortunately, homelessness remains persistent, as illustrated by the regional point-in-time homeless counts conducted every two years.

To truly address the local housing crisis, an increase in diverse housing options is essential. For example, Courtenay's aging population is contributing to smaller household sizes, necessitating affordable living arrangements that provide accessibility to daily necessities. Island Health highlights that the ability to age in place, whether by downsizing within the same neighborhood or renovating existing homes, remains a vital strategy for promoting seniors' health and independence. Thus, urgent action is required to align housing availability with the community's growing needs and financial capacities.

On-going public engagement with Courtenay residents, including consultation for the 2022 and 2026 OCP, has established public openness for more varieties of housing being incorporated into neighbourhoods across Courtenay.

To ensure that Courtenay's housing stock can support these vital individual and community objectives, new and existing housing must meet diverse needs, including financial circumstances represented within our community. The Housing Wheelhouse (reference in Figure C-4) illustrates a housing system that includes a variety of tenures of housing and reflects the reality that people's housing needs change over time, and may not be a linear progression to homeownership.

Overall, the Wheelhouse contains three categories of different housing tenures and supports. These are described on the following page:

THE HOUSING WHEELHOUSE

MARKET HOUSING

Market housing includes rental or ownership units of any housing form where prices are set by the private market. These include:

- Homes that are owned privately and are not purchased or maintained with subsidies.
- Market rental housing can refer to any type of housing available on the market, including purpose-built apartments, duplexes, townhouses, single-detached dwellings, secondary suites, and accessory dwelling units, to name just some.
- Market rental housing includes market rate rentals that achieve tenant affordability through rental assistance programs (i.e. RAP and SAFER).

HOUSING WITH SUPPORTS

Long-term or permanent housing that has financial or other supports for residents to assist them with maintaining their housing while living independently. This can include:

- Non-profit and non-market housing where the mandate is to provide safe, secure, affordable accommodation (most often rental housing) to households with low to moderate incomes including subsidized housing where residents pay rent geared to income (typically 30% of gross household income).
- Supportive Housing that provides ongoing specialized assistance so residents can live independently. Examples are housing for people with mental illness or seniors who require services like meals, housekeeping, and social activities, etc.

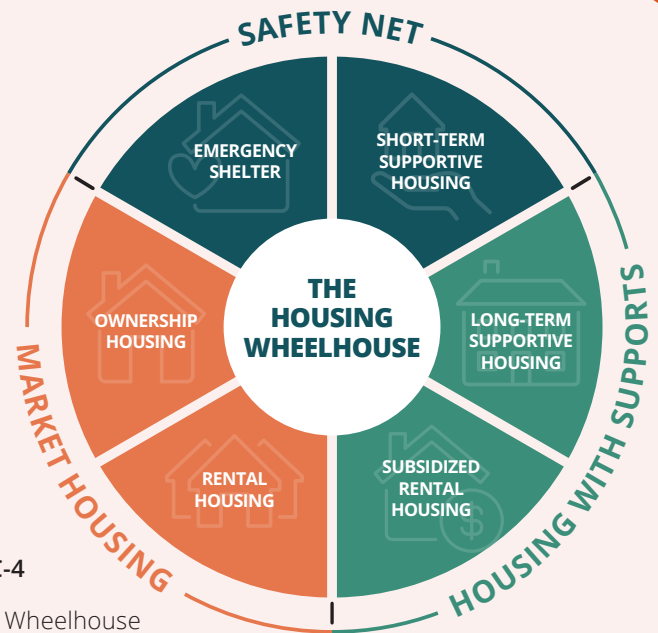


Figure C-4
Housing Wheelhouse

SAFETY NET

Safety Net Housing includes temporary shelter and housing services that provide crisis response and/ or transitional housing programs. These housing types offer support services that help residents move towards independence and self-sufficiency. This can include:

- Emergency shelters for people experiencing homelessness
- Safe Houses and Transition Houses for women and children fleeing violence
- Housing for people who have been homeless or are at risk of homelessness and need temporary supports (typically less than three years) to work towards their independence
- Recovery homes for people receiving mental health or substance use treatment

Supportive housing is a term used in both the Housing with Supports and Safety Net housing types to recognize that the housing may be intended to be temporary (in the case of Safety Net housing category) or ongoing (in the case of Housing with Supports category).

THE ROLE OF HOUSING IN MEETING OUR GOALS

Population growth trends and expected housing needs are identified in Part A. This OCP plans for an additional 12,885 people over the 2021 population, and a corresponding 8,350 more homes to be developed across Courtenay in accordance with Managing Growth policies (Part B). Courtenay's 2024 Housing Needs Report (HNR) breaks down the 20-year housing demand by number of bedrooms:

Unit type	Required number units
0-to-1 bedroom	2,831
2-bedrooms	2,348
3-bedroom	1,798
4+ bedroom	1,374

Table C-2 Anticipated housing demand by units per required number of bedrooms.

The 2024 Housing Needs Report also projects what Courtenay can expect in terms of the amount of market versus non-market housing needed, based on the anticipated demand. It identifies that market housing should remain the primary contributor to the local inventory (approximately 73%), though there is a clear need for non-market interventions to provide for deeply affordable and below-market units (approximately 27%). There will also be a growing role for non-profit organizations to provide and manage housing with funding and assistance from senior governments. Housing Needs Reports are now required of all local governments in BC, and must be updated every five years. These five-year updated reports will support better monitoring of housing needs as Courtenay grows.

Section 473 of the Local Government Act (LGA) references seven (7) classes of housing that span differences in tenure, location, affordability, supports and size to ensure the housing built meets the diverse needs of our growing community.

These housing classes include:

- affordable housing,
- rental housing,
- special needs housing,
- seniors housing,
- family housing,
- housing in proximity to transit, and
- shelters and housing for people at risk of homelessness.

The OCP supports a number of strategies that aim to address Courtenay's diverse housing needs. Ensuring the total housing supply keeps pace with market demand can temper rising costs and alleviate competition for existing below market housing. However, this must be supplemented by the creation of additional below market housing options that offer prices and rents affordable to households with lower-than-average incomes to ensure these residents continue to have opportunities within Courtenay.

Key to achieving housing goals will be to ensure that the wide variety of players in the housing system are working proactively together towards mutually supportive goals. This includes ensuring that both the private and non-profit sectors can continue to viably provide housing for Courtenay residents.

The City of Courtenay's role in supporting housing for all residents will be to:

- **Educate** the wider community on the importance of diversity in housing and the need for housing to support individual and community well-being.
- **Partner** with all sectors of the housing system to build a diversity of housing to meet the community's needs and advocate to senior governments and other partners for additional supports.
- **Incentivize** the development of new housing using a variety of financial and land use tools and ensure incentives are allocated equitably, based on sector capacity and housing needs.
- **Regulate** housing to ensure it is suitable, affordable and appropriate for Courtenay's diverse population.

The City will have to take full advantage of all its roles in order to achieve a number of community-wide housing goals and objectives.





Objective 1 New housing supply keeps pace with demand

Policies

- H 1** Support multi-residential housing forms and densities in all residential land use designations, as described in the Managing Growth Policy section of this Plan, and in accordance with protection of *Environmentally Sensitive Area* policies. ✓ 🏠
- H 2** Review the OCP and Zoning Bylaw every 5 years to ensure that land designation and zoning permissions are sufficient to meet the next 20 years of housing needs and proactively amend them in cases where they are not. 🏠
- H 3** Develop a density benefit policy that allows for additional density in exchange for public amenities. 🏠
- H 4** Review the Downtown Revitalization Tax Exemption Bylaw for its effectiveness in inciting new housing development. 🏠
- H 5** Maintain regular two-way communication with the development industry to support a mutually beneficial partnership and a healthy development environment. 🤝
- H 6** Advocate for senior levels of government to invest more in all types of housing needed in Courtenay, with a focus on below- and non-market housing. 🏠
- H 7** Monitor the development of new housing supply so that future actions taken by the City to support housing can target the areas of greatest need and so that the effectiveness of the actions can be evaluated. ✓
- H 8** Continue to evaluate development application processes in order to recommend improvements to the current application processes to reduce timelines, including fee structure, customer service, and improve clarity and transparency of OCP development requirements and expectations. ✓

Objective 2 A variety of housing options are permitted and positively integrated in all neighbourhoods

Policies

- H 9** Require that a diversity of housing types and unit sizes be provided in rezoning applications for large developments. Ensure that development of multi-residential units occur in early phases of the subdivision. ✓
- H 10** Encourage a minimum of 10% of new residential units be universally accessible in multi-residential rezoning applications. ✓
- H 11** Encourage unit mixes, including family-oriented units, that reflect the data in the latest Housing Needs Report. ✓
- H 12** Support amendments to the National Building Code and BC Building Code to facilitate the development of various sizes and types of housing. 🏠
- H 13** Engage with and educate residents on the value of diversity of housing types distributed throughout Courtenay. ✓

Objective 3 Maintain and increase rental housing stock

Policies


- H 14** Only consider permitting the conversion of existing occupied multi-residential rental buildings to strata ownership when the vacancy rate as reported by CMHC exceeds 3% for a period of at least 24 months. ✓ 🏠
- H 15** Monitor the rental market vacancy rate and adjust regulation on short-term rental accommodations to be more or less restrictive in support of a healthy rental vacancy rate (3-5%). Adjustments should be made based on a minimum of 2 consecutive years of data. ✓
- H 16** Consider, including where and when, to implement Residential Rental Tenure Zoning for existing and proposed rental housing stock. 🏠
- H 17** Encourage applicants for property rezoning to propose a strategy to accommodate displaced tenants that exceeds provincial requirements, when properties with existing purpose-built rental, co-op, and mobile home units are redeveloped or renovated as a result of the rezoning. 🏠
- H 18** Consider complementing or enhancing provincial support for renters and their homes by exploring mechanisms to:
- a. Support proactive upkeep of building maintenance to prolong life of the buildings and to help protect a standard of health and safety for tenants;
 - b. Mitigate the negative impacts of tenant displacement when properties with existing purpose-built rental, co-op and mobile home units are redeveloped or renovated.

Objective 4 Increase the amount of new below- and non-market housing developed in Courtenay

Policies

- H 19** Direct the Density Benefit Bylaw to prioritize the delivery of affordable housing, including cash in lieu to the City's Affordable Housing Reserve Fund when on-site delivery is not feasible. ✓
- H 20** Seek below-market housing as the priority amenity when negotiating Community Amenity Contributions in rezoning applications for multi residential projects that do not conform with established zones. 🏠
- H 21** Monitor the opportunity to add *inclusionary zoning* requirements to the Zoning Bylaw based on development economics and affordable housing needs. ✓
- H 22** Rezoning applications for *supportive housing* will be supported in all land use designations except Future Growth, Agricultural, Service Commercial, Light Industrial, and Parks and Recreation. 🏠
- H 23** Identify criteria to determine where multi-residential supportive housing is well suited and take the necessary steps to remove barriers to permitting the use including but not limited to, amending the Zoning Bylaw. The sites that will be identified by the criteria are intended to allow *supportive housing* that generally offers homes at deep subsidy and houses people who require specialized services to maintain housing. 🏠 ✓
- H 24** Temporary Use Permits for emergency shelters will be considered in all land use designations except Future Growth, Agricultural, and Parks and Recreation. 🏠
- H 25** Rezoning applications for *emergency shelters* are supportable in all land use designations, except Future Growth, Agricultural, and Parks and Recreation, and shall require community consultation as part of the application process in accordance with the City of Courtenay Development Procedures Bylaw. 🏠
- H 26** Identify criteria to determine where *emergency shelter* is well suited and take the necessary steps to remove barriers to permitting the use including but not limited to, amending the Zoning Bylaw. 🏠 ✓
- H 27** Build internal capacity to support the development of non-market housing by providing City staff and elected officials with fulsome and up to date information around the different non-market housing types and the different tools the City can use to support them. ✓

H 28

Develop a below- and non-market housing strategy that identifies an appropriate role for the City in supporting below- and non-market housing in relation to other services and strategies within this sector including but not limited to: the Comox Valley Housing Authority, the Comox Valley Regional Housing Action Plan, the non-profit housing sector, BC Housing and other senior government entities and programs. The strategy shall explore, but not be limited to: 

- a.** Identifying undeveloped and underdeveloped municipal sites for future non-market housing projects with emphasis on providing a mix of housing types including *supportive housing*.
- b.** Creating a framework for monitoring local equity-priority and demographic needs for housing over time and focus support and incentives, including housing agreements, on residents who need it most including, but not limited to, seniors, Indigenous residents, low to moderate income earners, and those at risk of homelessness. Develop a weighted housing wheelhouse 'Intervention Priority by Tenure' decision making tool to inform the level of City effort and support for different tenure priorities. Update the weighted housing wheelhouse as new housing information comes available to define specific housing needs as they evolve over time.
- c.** Advocating for senior government funding for non-market projects and initiatives.
- d.** Encouraging faith-based and other institutional landowners to consider including non-market housing when redeveloping their properties.
- e.** Creating a policy or bylaw to grant funds from the Affordable Housing Amenity Reserve Fund to non-market housing projects.
- f.** Development application support policies such as, but not limited to, application prioritization and exemption from application fees.
- g.** Reviewing the existing Development Cost Charges Waiver (Affordable Housing) Bylaw.
- h.** Identifying the use of communications and agreement mechanisms to support community integration.
- i.** Strengthening partnerships specifically, but not limited to:
 - 1. Regional partnerships with neighbouring jurisdictions, K'ómoks First Nation, and housing providers on the regional coordination of supportive housing
 - 2. With K'ómoks First Nation and other Indigenous partners on the delivery of non- or below-market housing projects for Indigenous residents.
- j.** Considering advancing any of the listed topics in the absence of an adopted strategy, as opportunities arise.



NATURAL ENVIRONMENT

OBJECTIVES

1. Remaining sensitive ecosystems are protected; lost or degraded sensitive ecosystems are restored
2. The K'ómoks Estuary is 'kept living' (Q'waq'wala7owkw) and environmental, Indigenous, subsistence and recreational values are protected and restored
3. Courtenay's air, water, and soil are clean
4. The urban forest is healthy and growing towards a 34-40% canopy cover target
5. Development practices meet ecosystem health and site adaptive design objectives
6. Information and opportunities are in place for the wider community to play an active role in the protection, *restoration*, and stewardship of the natural environment

Objectives and policies regarding Courtenay's parks are included in the Parks and Recreation chapter. Requiring that new local area plans incorporate watershed health goals is described in Part B - Managing Growth. *Green infrastructure*, water quality, and sensitive rainwater management to better support watershed health is a topic included in the Municipal Infrastructure chapter



COURTENAY TODAY

One of the strongest themes emerging from the city-wide engagement for the OCP process is that green and blue spaces are loved. They offer beauty, places to recharge, recreate and connect with nature and other people. They are recognized for their intrinsic value, in addition to the values they provide to humans.

Sensitive ecosystems in Courtenay include freshwater springs, creeks and rivers and their riparian zones, wetlands, low-lying floodplain and estuarine environments, and mature forests aged 60–100 years. These ecosystems would have dominated the Comox Valley only 150 years ago, but by 2014 they were reduced to less than 7% of the region and have experienced fragmentation, significant alternation, or

outright loss. Courtenay's experience as the urban centre is indicative of these trends. Further, watersheds within the City's boundaries have been heavily altered by urbanization, agriculture, and infrastructure such as highways, ditches, and other drainage systems.

Human-made green spaces, nature parks of all sizes, and the urban forest with an estimated 33% city-wide canopy cover (2018) also form important parts of Courtenay's urban ecosystems.

Known terrestrial and aquatic *Environmentally Sensitive Areas* within Courtenay's boundaries are shown respectively on Maps APX-6 and APX-7 (Appendix 1 – Maps).

MEETING OUR GOALS THROUGH THE NATURAL ENVIRONMENT

Nature is at the heart of meeting many of the aspirations in this OCP. In Courtenay's future, *nature-based solutions* in the form of protecting, restoring, and managing natural and semi-natural ecosystems to slow and adapt to climate change are widely applied. Forested areas act as carbon sinks, riparian areas contribute to flood protection, and intact ecosystems offer "free" essential services such as water retention and infiltration, and air and water purification.

Beyond a mere utility or service, however, urban research is showing that a relationship with nature is integral to human well-being. Therefore all neighbourhoods will have access to these places within easy walking distance of all residents. Core to Courtenay's identity, nature also establishes sense of place by helping shape neighbourhood character and creating local destinations. Nature helps set Courtenay apart from other cities.

Courtenay's efforts will be in good company. The United Nations has declared this decade to be one of *Ecosystem Restoration* with the goal of preventing, halting and reversing the degradation of ecosystems worldwide.¹ This global call to action includes a recognition that species extinction is occurring at a rate tens to hundreds of times greater than natural background rates of extinction over the past 10 million years, that this rate is accelerating, and that how urban areas develop is part of the problem, and the solution.

Courtenay will contribute to this call to action by bringing the city back into balance with nature. This will include increasing *green infrastructure*, reclaiming and restoring natural areas and the ecological connections between them, designing development to better fit the land (site adaptive design), as well as intentional urban design attention to increase human connection to and encourage an ethic of care of the natural world.

¹ <https://www.decadeonrestoration.org>

Objective 1 Remaining sensitive ecosystems are protected; lost or degraded sensitive ecosystems are restored

Policies

- NE 1** Preserve sensitive ecosystem areas and the connections between them in a natural condition to the maximum extent possible. ✓
- NE 2** Use an ecosystem-based, cross-jurisdictional approach to watershed planning and management to preserve ecological health and the ongoing function of ecological processes that give rise to biodiversity and ecosystem services. ✓
- NE 3** Establish cross-jurisdictional ecosystem connectivity corridors to preserve and restore long-term connectivity between sensitive ecosystems. ✓
- NE 4** Collaborate with land owners, other levels of government, non-governmental organizations, and neighbouring jurisdictions in developing regionally consistent approaches to inventorying, mapping, conserving, and restoring *environmentally sensitive areas*, watershed health and species at risk, using the principles of precaution, connectivity, and *restoration*. 🤝
- NE 5** Consider entering into joint ownership and/or management agreements of protected land with non-government organizations or other government jurisdictions where required. 🤝
- NE 6** Review opportunity to create a Local Conservation Fund in order to receive contributions, donations, or grants to assist in implementing *restoration* projects and to ensure a dedicated source of funding to support nature conservation efforts, offset greenhouse gas emissions, and support land acquisition for habitat conservation projects. 🏠

¹ Sensitive ecosystems and *Environmentally Sensitive Areas* are terms that are used interchangeably throughout this section. Known terrestrial and aquatic *Environmentally Sensitive Areas* within Courtenay's boundaries are shown respectively on APX-6 and APX-7 (Appendix 2 - Maps).






- NE 7** Monitor compliance and other legal requirements such as covenants related to protecting sensitive ecosystems. ✔
- NE 8** Work in partnership to minimize the further introduction and spread of invasive species, and to develop an invasive species management plan to prevent, eradicate, contain, and control the spread of invasive species within Courtenay and the wider region. 🤝
- NE 9** Develop an ecosystem-centric approach and strategy to manage and protect ecosystems, natural assets and green infrastructure across public and private properties. Explore as part of this work: 🏡
- a.** Aligning various City strategies, tools and design standards that impact and implicate ecosystems, natural assets and green infrastructure including but not limited to landscape standards, integrated rainwater management, flood mitigation, parks planning, environmental development permit areas, tree bylaw and subdivision and development servicing bylaw
 - b.** A strategy to monitor changes in land cover including impervious surfaces, vegetation loss and climate change impacts to natural systems, and use monitoring data to inform updates to environmental policies;
 - c.** The current condition of Courtenay's biodiversity and habitat resources including the effects of invasive species;
 - d.** The impacts of climate change on local ecosystems and biodiversity;
 - e.** Areas that are degraded or are good candidates for *restoration* on public and private land;
 - f.** Conservation and *restoration* targets and an adaptive management framework for natural areas and indicator species;
 - g.** Strategies to encourage participation in the *green infrastructure* network across property lines and promote a culture of conservation, *restoration* and stewardship; and
 - h.** Partners and roles in implementing the Strategy.



Objective 2 The K'ómoks Estuary is 'kept living' (Q'waq'wala7owkw) and environmental, Indigenous, subsistence and recreational values are protected and restored

Policies

- NE 10** Conserve remaining natural shorelines and restore armored shorelines with green shores approaches to the maximum extent possible. 
- NE 11** Recognize and support K'ómoks First Nation sustainable aquaculture interests in accordance with the policies in this Plan. 
- NE 12** Participate in regional K'ómoks Estuary management planning to support the objectives and policies of this Plan, in accordance with the policies within this Plan. 



Objective 3 Courtenay's air, water, and soil are clean

Policies

- NE 13** Strive to meet the BC Air Quality Objectives and Standards, including reducing sources of airborne fine particulate matter (PM 2.5) within the City of Courtenay. ✓
- NE 14** Continue to prohibit open burning within city limits. ✓
- NE 15** Continue to regulate the use of pesticides on private land and limit use on public land. ✓
- NE 16** Limit the extent of impervious surfaces on private and public land. ✓
- NE 17** Strive to maintain and/or restore the water balance. Consider options to reduce the volume of stormwater runoff through interflow, infiltration, retention, and/or detention. ✓
- NE 18** Explore the use of enforcement tools to protect water quality related to development practices, such as an erosion and sediment control bylaw. 🏗️
- NE 19** Design and maintain urban drainage systems so that water quality in natural waterways is protected. 📄
- NE 20** Continue to collaborate with the Comox Valley Regional District and regional partners to monitor and take coordinated action to improve local air and water quality. 🤝

Objective 4 The urban forest is healthy and growing towards a 34-40% canopy cover target

Policies

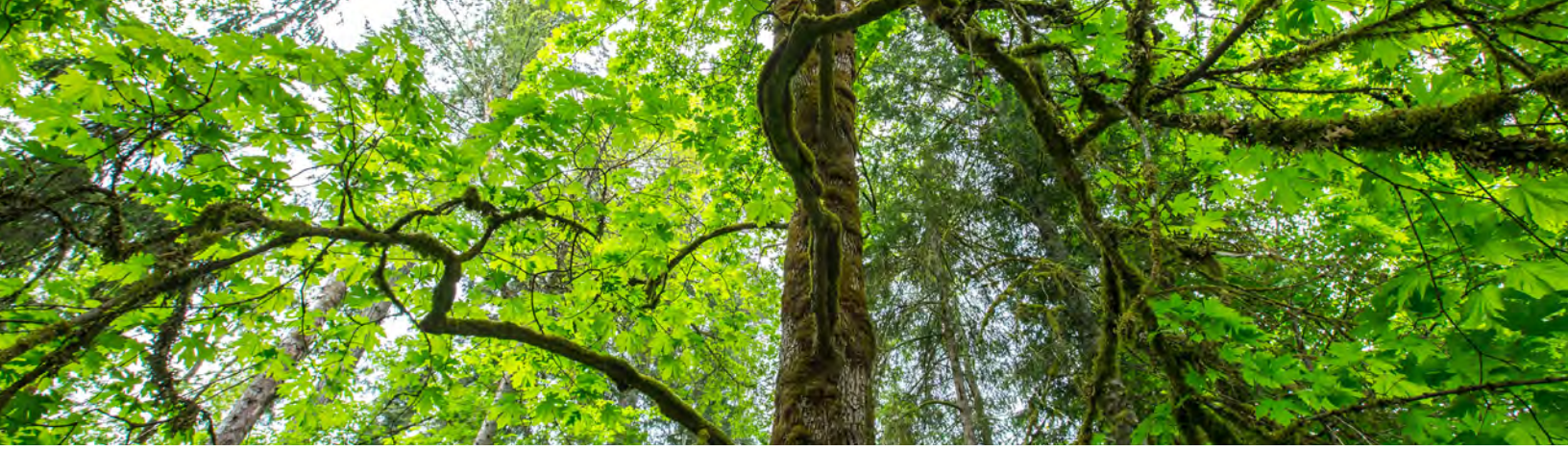
- NE 21** Continue annual planting targets of 300 new trees on public land and work towards 850 new trees on private land until 2040. 🏠
- NE 22** Continue to regulate tree removal, and ensure replacement, through the use of the Tree Protection and Management Bylaw. ✔️
- NE 23** Continue to integrate City trees, forests, and *green infrastructure* into asset management planning, including budgeting, policy development, and staff resourcing. ✔️
- NE 24** Implement the Urban Forest Strategy plan, manage, protect, grow and partner actions. 🏠

Objective 5 Development practices meet ecosystem health and site adaptive design objectives

Policies

- NE 25** Enact *Zoning Bylaw* requirements to avoid impact to sensitive ecosystems, including but not limited to: 🏠
- Cluster housing zones to allow for a tighter grouping of homes on the most buildable portions of the property in exchange for retaining larger portions of the land in a natural state, and allowing the owner(s) of land containing *Environmentally Sensitive Areas*¹ to use the original site area in computing density allowances, in accordance with the *Zoning Bylaw*;
 - Density benefit* in exchange for increased nature protection or *restoration*; and
 - Limiting the extent of impervious surfaces.
- NE 26** Ensure connectivity of properties and landscapes to support ecosystem processes. This includes incorporating considerations such as wildlife movement and historical hydrological patterns into the development proposal including transportation and utility corridors. 🏠
- NE 27** Require all development proposals on properties equal to or greater than 4,000 metres square in size to submit an Environmental Impact Assessment to determine the presence or absence of *Environmentally Sensitive Areas*. 🏠
- NE 28** Require developments adjacent to *Environmentally Sensitive Areas*, including *ecosystem connectivity opportunity areas*, be subject to Environment Development Permit (EDP) area guidelines. 🏠

¹ Known terrestrial and aquatic *Environmentally Sensitive Areas* within Courtenay's boundaries are shown respectively on Maps APX-6 and APX-7 (Appendix 2 - Maps).



NE 29 Exceed setbacks prescribed by the Riparian Area Protection Regulations (RAPR) to result in 30-metre setbacks from stream boundaries where possible: 🏠

- a. Include Environmental Development Permit Area guidelines for a 30-metre setback from the stream boundary when conducting development on properties subject to the Riparian Areas Protection Regulations (RAPR), whenever opportunities for a 30-metre setback are possible and in accordance with local government authorities and provincial legislative requirements.

NE 30 Explore conducting an analysis to predetermine setbacks on streams subject to the Riparian Area Protection Regulation (RAPR), for areas where a 30-metre setback cannot be achieved. 🏠

NE 31 Require as part of the development permit process the submission of securities to ensure the completion and monitoring of landscaping and environmental rehabilitation, or to address damage to the environment caused by development activity. 🏠

NE 32 Ensure *Environmentally Sensitive Areas* that are part of development proposals are managed over the life of the development to ensure the health and integrity of the Environmentally Sensitive Area: 🏠

- a. Strategies may include requiring that the *Environmentally Sensitive Area* be retained under single ownership and may additionally include requiring the *Environmentally Sensitive Area* be dedicated to the City or other public entity, in circumstances where the *Environmentally Sensitive Area* is part of an existing or City park or greenway system or identified as a City or regional conservation priority;
- b. In order to retain *Environmentally Sensitive Areas* under single ownership, discourage the creation of *Environmentally Sensitive Areas* made up of smaller subdivided parcels with individual titles, or require a covenant prohibiting the separate sale of parcels that together form a single *Environmentally Sensitive Area*;
- c. Regardless of ownership of the *Environmentally Sensitive Area*, management plans that detail the management requirements of the *Environmentally Sensitive Area* are required as part of the development application and shall include information such as, but not limited to the following, as applicable: access, invasive species management, restoration, arborist or other environmental monitoring as may be identified by qualified professionals, management responsibilities;

- d. Where *Environmentally Sensitive Areas* will be dedicated to the City or other public entity, and where there are management uncertainties in receiving the *Environmentally Sensitive Area* such as tree hazards as a result of the development that may only be known a period of time after the development has occurred, the development applicant may be required to provide management to the *Environmentally Sensitive Area* for a defined period of time or securities provided in lieu. In such instances, the development applicant’s responsibility shall not exceed 10 years. Where securities are part of the management agreement, any funds not used by the City or public entity in accordance with the management agreement shall be returned to the development applicant;
- e. Such lands shall not be considered as part of the required 5% dedication for parkland, where applicable as a condition of subdivision approval.

- NE 33** Do not permit development within *Environmentally Sensitive Areas*. New trails or facilities in *Environmentally Sensitive Areas* will be discouraged and installed only where they provide net gain for habitat values. 🏠
- NE 34** Continue to encourage participation of environmental stewardship organizations early in the design stages of a development project within or near sensitive ecosystems. 🏠
- NE 35** Explore development incentives and negotiation tools to encourage protection of the natural environment beyond minimum standards. 🏠

Objective 6 Information and opportunities are in place for the wider community to play an active role in the protection, restoration, and stewardship of the natural environment

Policies

- NE 36** Partner with senior levels of government, regional jurisdictions, conservation professionals and organizations to maintain publicly accessible mapping and associated information of ecological systems of the area. 🤝
- NE 37** Conduct regular reviews of associated City bylaws to ensure they are up to date and are based on current research and best practices for protection of the natural environment. 🏠
- NE 38** Work in partnership on the development and delivery of robust public education campaigns to promote a local culture of nature and watershed conservation, *restoration*, and stewardship. Opportunities on private land should include, but not be limited to, invasive species management, tree planting and care, pesticides, native, bio-diverse, and watershed sensitive landscaping. 🤝



PARKS AND RECREATION

OBJECTIVES

1. Parkland in the form of natural areas, open spaces, and outdoor recreation is of sufficient amounts, is well-connected, equitably distributed, and is of high quality to enhance livability throughout the city
2. Recreation amenities, services, and programming are expanded and enhanced to support increased health, wellness, and social connections for all residents
3. Parks, greenways, and streets are better integrated to create a seamless and enjoyable active transportation system
4. The parks and recreation system exemplifies leadership in reconciliation, climate action, equity, and community well-being through its services, programs, and partnerships
5. Partnerships are in place to achieve parks and recreation objectives

The parks and recreational system touches on many parts of our lives, a low-carbon and sustainable future, and therefore many other aspects of the OCP. Complementary objectives and policies that relate to these important community assets are in the following sections: equity access and universal accessibility (Social Infrastructure chapter), cultural and diversity representation (Arts, Culture & Heritage), *green infrastructure* (Municipal Infrastructure), role in ecological health (Natural Environment chapter), active mobility (Streets & Transportation chapter), and locations for food production and exploration (Food Systems chapter)

COURTENAY TODAY

Nearly all residents – approximately 98% of them – are within a 10 minute walk of a public park. This is a tremendous asset for a city of people who identify parks, trails, and other green spaces among the most valued attributes of Courtenay.

Courtenay's Parks and Recreation Master Plan 2019 identifies future needs for the community, with directions centering around eight goals: improving connectivity; fostering a healthy and active community; providing access for all; connecting parks and recreation with culture; protecting and enhancing beauty; protecting and enhancing the environment; enhancing communication and partnerships; and practicing sound financial management.

The community engagement results for the OCP process emphasized and complemented these priorities, including an identified need for parks programming, more recreational programming for seniors in particular, improving park and trail connectivity, and protecting and enhancing access to the estuary, creeks, and rivers.

Access to inclusive and diverse indoor and outdoor recreational programs, multi-use accessible facilities, and public outdoor spaces is a unifying feature of Courtenay's strong year-round recreational spirit, identity and quality life.



MEETING OUR GOALS THROUGH PARKS AND RECREATION

The parks, trails and recreational system of programs and indoor and outdoor facilities is at its heart an opportunity for connectivity, whether that be to each other, the natural world, K'ómoks First Nation history and practices, in how we get around, or through the ecosystems across the city and region. Providing equitable access to these green and public places will support physical and mental well-being for residents of all ages, backgrounds, and abilities. Parks and recreation are a strategic community asset through which to welcome in and practice with the wider community the core directions of the OCP: reconciliation, climate action, equity, and community well-being.

Connecting these public recreational spaces through trails and greenways will also advance the goal of more functional transportation choices throughout the city. By seamlessly connecting both the road and greenway network, these linear corridors will be an important – and delightful – transportation network for a low-carbon future: green, convenient, accessible, affordable, active and beautiful ways to travel through and across neighbourhoods on foot and on wheels.

Parks and greenways also provide a significant contribution to Courtenay's wider *green infrastructure* network that includes *Environmentally Sensitive Areas*, the urban forest, and engineered rain gardens and wetlands.

Accessible spaces within walking distance

for social connection and play, retreating into nature, and incorporating *green infrastructure* will be essential as the city and neighbourhoods grow and intensify. Inherently diverse, parks and recreational facilities provide for distinctive place making and place keeping opportunities that make Courtenay special.

As the City continues to urbanize in accommodating for the growing population, it is important to recognize the significance of park land and open space provision to ensure a complete community fabric. Higher density housing forms generally contain less private open space per dwelling unit, resulting in additional need for public space to support gathering, access to nature and recreation. With limited land supply available to be acquired for parkland, the quality, programming and accessibility of parkland for recreational activities increases in importance. This includes maximizing accessibility to parks by improving sidewalk connectivity, accounting for slopes and removal of other obstructions. This is particularly important in the case of accommodating for and catering to a population of all ages and ensuring that there is sufficient active and passive recreational space. OCP policies focus on improving park amenity standards, shifting the form of open space to meet more urbanized needs, emphasizing the opportunity for placemaking practices, and integrating amenities into the urban fabric to support livability, equity, and complete communities.

Objective 1 Parkland in the form of natural areas, open spaces, and outdoor recreation is of sufficient amounts, is well-connected, equitably distributed, and is of high quality to enhance livability throughout the city

Policies

- PR 1** Develop an integrated network of neighbourhood, community and nature parks, linear parks and greenways, play spaces and recreation amenities generally in accordance with the Parks and Recreation Master Plan. Support objectives of the Plan including improving parks and greenway connectivity, fostering a healthy and active community, providing access for all, protecting and enhancing beauty, connecting parks and recreation with culture, and enhancing communication and partnerships. ✓
- PR 2** Provide new parkland and greenways in areas identified in the OCP and Parks and Recreation Master Plan, in future growth areas, mixed-use and high-density development areas, and intensification areas through new development and redevelopment opportunities. Key parkland standards include but are not limited to: ✓
- a.** Strive for a maximum 10-minute walk distance access from all residences throughout Courtenay (400–800 metres);
 - b.** 1.2 hectares per 1,000 population for community parks and 0.5 hectares per 1,000 population for neighbourhood parks;
 - c.** Walking distance of 400 metres to neighbourhood parks and 800 metres to community parks;
 - d.** Minimum size of 1.0 hectare for community parks and 0.2 hectare for neighbourhood parks;
 - e.** Nature parks representative of Courtenay's biodiversity;
 - f.** Urban types of park features such as parklets and plazas.
- PR 3** Update the Parks and Recreation Master Plan to identify parkland supply and parkland improvement needs and opportunities in accordance with the growth direction of the OCP . Include attention to: ☰
- a.** Provision and proximity standards that reflect a mix of park and greenway needs for a wide variety of land use contexts;
 - b.** Identifying opportunities and strategy to secure increased public access to the K'ómoks Estuary, creeks, and rivers;
 - c.** Specifications and guidelines to evaluate what types of park land and park land improvements are suitable for public dedication;
 - d.** Updating the OCP Parks and Greenways policies and map accordingly.



PR 4 Develop a parkland acquisition strategy as implementation strategy to the Parks and Recreation Plan. 🚧

PR 5 Apply planning and design guidelines set out in the Parks and Recreation Master Plan respecting parkland location, area and design, and including: ✔️

- a.** Providing adequate, quality, useable and universally accessible open space opportunities for year-round activities related to play, social gatherings, leisure activities, food growing, rest and relaxation.
- b.** Considering local infrastructure needs and amenities as well as safety, accessibility, aesthetics, and recreation.
- c.** Environmentally sensitive design of siting, materials, surfaces and maintenance.
- d.** Securing and locating new neighbourhood parks in prominent, accessible locations that are connected to the City's trail network and act as focal areas for the neighbourhoods they serve.
- e.** Locating parks and open space, where appropriate, with areas for active and passive recreation use that accommodate institutions and social facilities, indoor and outdoor recreation facilities, retail and restaurant areas, and other community amenities.
- f.** Ensuring land dedicated as parkland meets the minimum standards.
- g.** Discouraging the creation of small, isolated, single purpose parks; except in cases where the creation of such parks contribute effectively to park access and use that support overall parks and recreation goals.



- PR 6** For multi-phase developments, park dedication and development should occur in the first phases of development. 🏠
- PR 7** Prioritize parkland dedication over cash-in-lieu contribution, where opportunities exist. 🏠
- PR 8** Seek opportunity to augment the Parkland Acquisition Reserve Fund in order to ensure a dedicated source of funding to support parks acquisition. Explore what contributions to include such as grants, money received from the sale or disposal of parkland, or parcel-based tax levy. 🏠
- PR 9** In case of school closure or relocation, work with the School District 71 to explore opportunities for protecting, retaining, enhancing, and acquiring the open space components of these properties as City parks. +




Objective 2 Recreation amenities, services, and programming are expanded and enhanced to support increased health, wellness, and social connections for all residents

Policies

- PR 10** Maintain and invest in Lewis and Simms Parks as centralized, high-intensity regional recreation destinations intended to serve the recreation needs of the community. ✓
- PR 11** Develop plans for the expansion and renovation of existing recreational facilities, including consideration of relocation of the Lewis Centre in light of the City's Flood Management Plan, and development of new community amenity locations to support the urban framework growth concept. 🏗️ +
- PR 12** Conduct a recreational needs assessment to define appropriate measures and supply of recreational services to match population growth and demographic trends. Create a Recreation Facility Strategic Plan to ensure the City has adequate infrastructure to match the population growth and demographics. 🏗️
- PR 13** Ensure asset management plans are developed for parks and greenways and incorporated into long term capital plans. Prioritize community parks, followed by neighbourhood parks, nature parks and trails/greenways in accordance with the Parks and Recreation Master Plan. 📄 🏗️
- PR 14** Continue to implement the Recreation Fees and Charges Framework to ensure an equitable fee structure while seeking opportunities to offer more affordable and no-cost activities for those who have limited access to regular programs. ✓
- PR 15** Explore opportunities for mobile recreation services and 'pop-up' programming for greater outreach in parks and public open spaces, schools, and community facilities, in particular within the Town and Neighbourhood Centres and Corridors. 🏗️
- PR 16** Ensure outdoor key recreational areas are supported with adequate sanitary facilities, particularly during peak periods. 📄
- PR 17** Provide programming that reflects the directions of the OCP: reconciliation, climate action, equity, and community well-being. ✓

Objective 3 Parks, greenways, and streets are better integrated to create a seamless and enjoyable active transportation system


Policies

- PR 18** Reclaim underutilized land within road rights of way to achieve a greater balance between the pedestrian and vehicular realm on streets identified as part of the pedestrian, cycling, and greenway network. Animate these streets with park elements such as trees, landscaping, community gardens, seating areas, small-scale play equipment and other amenities. Provide for policies to allow for both temporary and permanent installations. 
- PR 19** Ensure future updates to the 2019 Parks and Recreation Master Plan, the 2019 Transportation Master Plan, and the *Subdivision and Development Servicing Bylaw* include a modified green and active street standard to support multiple goals within the road right of way on select streets. 
- PR 20** Update the OCP Parks and Greenways Map to reflect the outcomes of the Strategic Transportation Plan and Parks and Recreation Strategic Plan updates. 

Objective 4 The parks and recreation system exemplifies leadership in reconciliation, climate action, equity, and community well-being through its services, programs, and partnerships


Policies

PR 21

When designing and programming parks and recreational facilities ensure the following perspectives and factors are considered and included: 

- a. Indigenous perspectives and worldviews, including K'ómoks First Nation traditional use and practices, in the provision of recreational programming and in the formation of park types, layouts, features, and purposes; and
- b. Unique and culturally significant spaces highlighted in parks and provide spaces and amenities to celebrate a diversity of heritage, art and culture of our community.

PR 22

Where appropriate, use existing and new parks, greenways, and recreational facilities as climate-friendly leadership, education and demonstration opportunities that can be studied, evaluated, and marketed to foster support from the public, development community, and City for broader application. Specifically consider: 

- a. Test beds for emerging *green infrastructure* approaches;
- b. Water conservation and zero waste management technology and practices;
- c. New models for promoting and sustaining urban and semi-urban biodiversity, and include measurable targets and post-construction monitoring to track successes;
- d. Planting of local and climate-adapted species, and the *restoration* of local habitats in park spaces;
- e. Urban forest management and good arboricultural practices;
- f. Education about local ecosystems, their services and sensitivities, and our relationships and responsibilities to the natural world;
- g. Renewable energy; and
- h. Urban agriculture opportunities.



PR 23

Protect sensitive ecosystems and ecological functions within City parks by: 

- a. Creating designated protection areas;
- b. Limiting access points;
- c. Installing interpretive signage for increasing public awareness; and
- d. Developing guidelines to determine compatible and incompatible recreational land uses in *Environmentally Sensitive Areas*.

Objective 5 Partnerships are in place to achieve parks and recreation objectives

Policies

- PR 24** Continue to participate in the regional parks service in partnership with regional partners, and support the implementation of the Regional Parks and Trails Strategic Plan. 
- PR 25** Seek out partnerships to achieve the goals and objectives of the Parks and Recreation Master Plan including, but not limited to working with: 
- a.** School District 71 to increase access to school facilities after hours for community uses and City programs;
 - b.** Neighbouring jurisdictions to explore regional greenway connectivity opportunities;
 - c.** Community agencies to provide more programs in/around the Town and Neighbourhood Centres and Urban Corridor;
 - d.** Non-profit and private sector organizations to expand sport and physical activity options, and expand recreation opportunities for all residents;
 - e.** Neighbouring jurisdictions and other government agencies and community groups, to coordinate recreation and park services and to consider alternative service delivery methods including maintenance agreements; and
 - f.** Citizens to foster resident-driven solutions and involvement in park use and community involvement.



MUNICIPAL INFRASTRUCTURE

OBJECTIVES

1. Infrastructure and services are resilient to risks and impacts of climate change
2. Infrastructure investments are guided by a multiple bottom line decision-making approach: this means energy efficient, fiscally responsible, equitably distributed, sustainable levels of service that protect public health, safety, and the environment
3. Natural and engineered forms of *green infrastructure* are integrated to manage rainwater resources, protect water and air quality, maintain ecosystem function, provide flood control, and address and adapt to climate impacts
4. Solid waste, potable water, sanitary sewer and rain and stormwater infrastructure life-cycle costs are minimized by increasing conservation actions and reducing the need to develop new infrastructure capacity
5. Third party utility providers such as energy and communications utilities are coordinated with municipal servicing, low carbon and reliable

Objectives and policies pertaining to the mobility network are included in the Streets and Transportation policy chapter. Aligning municipal infrastructure investment decisions with growth management is included in Part B

COURTENAY TODAY

While traditional municipal infrastructure – such as underground pipes and treatment facilities – is often hidden from public view, it's a complex system that forms a vital part of Courtenay's urban system contributing to health, sustainability, and fiscal success of Courtenay. Examples include:

- Courtenay's water is provided by the CVRD, sourced from Comox Lake. A new water treatment facility in 2021 services Courtenay residents among others.
- The City's sewer utility infrastructure includes over 170 km of sanitary sewer mains and 8,000 individual connections. Household and business wastewater is conveyed to the Comox Valley Water Pollution Control Centre, which is operated by the CVRD.
- The City's storm drainage infrastructure includes over 167 km of gravity mains, approximately 650 culverts, and over 7,000 service connections. In addition, there are over 45 km of City-maintained drainage ditches, 22 public storm ponds and 18 private storm ponds. Storm drainage from public and private land in the City drains into the Puntledge River, Tsolum River, Courtenay River, K'ómoks Estuary as well as Millard-Piercy Creek, Morrison Creek, Little River, Portuguese Creek, and Brooklyn Creek watersheds.
- Solid waste curbside collection from lower density urban residential areas includes garbage, recycling, and organic waste. Additional recyclable materials can also be brought to the private recycling depot located within Courtenay, or taken to the Comox Valley Waste Management Centre (CVWMC) in Cumberland. Higher density multi-residential homes and businesses

arrange for their own waste collection services through private haulers.

- A regional organics composting facility has been operating in Campbell River servicing the Comox Strathcona Waste Management (CSWM) area since 2023. Other waste streams may be disposed of at the Comox Valley Waste Management Centre (CVWM) landfill, or separated for recycling like metal, clean wood and drywall. The service reports that in 2024, industrial, commercial, institutional, and multi-residential garbage accounted for 53% of the 37,800 tonnes of waste brought to the landfill, construction and demolition waste accounted for 28%, curbside garbage collected from residents (other than multi-residential) accounted for 18%, with the remaining 1% coming from other sources.

Despite this infrastructure asset portfolio, servicing is constrained in a number of areas throughout the community, particularly of water, sewer and stormwater management infrastructure, limiting the ability to service growth.

Distributing water, treating wastewater, and collecting and treating solid waste all require energy efficient management. Under status quo (i.e., unchanged) management practices, this energy demand will continue to grow.

Furthermore, like in all cities, the reliable functioning of this complex network of infrastructure in Courtenay is threatened by climate change impacts. For example, projected decreases in summer precipitation and winter snowfall may reduce water supplies in future summer months. Similarly, increasing risks of flooding, storm surges, saltwater intrusion, extended drought conditions, and more frequent and severe winter storms and spring and fall rainfall events will add strain and threaten municipal infrastructure systems.

MEETING OUR GOALS THROUGH INFRASTRUCTURE

Decisions made today about Courtenay's growth, infrastructure, and service levels will shape the City's long-term financial health. New and upgraded infrastructure will be needed to support growth, requiring a careful balance of costs between existing residents and new development. Because higher-density, well-connected neighbourhoods cost less to service over time, the City will take a holistic approach to land use and infrastructure planning that considers long-term lifecycle costs.

Recognizing that the City's investments have far-reaching impacts on the well-being of people and the environment, the City will also apply a full-cost accounting approach to infrastructure planning and management. This means that external costs associated with climate change impacts, air pollution, motor vehicle collisions, and other health and sustainability impacts will be better accounted for in decision-making.

Courtenay will also integrate *natural assets* into core asset management practice and financial decision-making process, with the goal of understanding, managing, and valuing *natural assets* equally to more traditional grey or "hard" built infrastructure. Particularly for rainwater management, the City will shift focus to treating rain and stormwater as a resource rather than as a waste product. This means expanding the services of rainwater management from solely drainage and flood prevention, toward *green infrastructure* and regenerative

development practices that contribute to Courtenay's ecosystems. Letting nature "do the work" is not only ecologically beneficial, it offers financial benefits in the long run. This will require attention to the scale of *nature-based solutions*, from entire watersheds to property-specific opportunities. Such approaches may not be suitable in all locations, but opportunities for *nature-based solutions* will first be considered before being dismissed.

2022 MODELLING ASSUMPTIONS


In the development of the 2022 OCP modelling was conducted to identify opportunities to reduce GHGs associated with municipal infrastructure. Because pumping and treating water and waste water as well as moving and treating solid waste is a source of GHG emissions, the following targets are identified to contribute to the community-wide 2050 net-zero GHG emission target.

- End-of-life pumps in the water distribution system are replaced with more efficient versions, reducing energy use by 30% by 2050 and increased use of remote monitoring technology limit staff manual inspection frequencies;
- Non-agricultural water use across Courtenay is reduced 50% by 2050; and
- 90% of residential and industrial, commercial and institutional (ICI) waste, including 100% of organic waste, is diverted from the landfill by 2050.

Objective 1 Infrastructure and services are resilient to risks and impacts of climate change

Policies

MI 1


Conduct a high-level risk assessment (HLRA) to determine potential risks to Courtenay's infrastructure and identify priority areas for adaptation interventions. Ensure the HLRA includes direction to: 

- a. Involve internal and external interest holders from neighbouring jurisdictions, the Comox Valley Emergency Program, Emergency Management BC, energy utilities, telecommunications providers, and transportation service providers, health authority, and other critical services including local *food security*.
- b. Conduct a risk and vulnerability analysis of municipally owned and operated infrastructure at the asset class and system level to determine the climate change impact vulnerability of municipal infrastructure and identify priority assets for adaptation interventions.
- c. Ensure risk assessments include analyses of changes expected due to climate change, such as forecasting of rainfall intensity-duration-frequency curves and sea level rise in order to assess the magnitude of climate change effects, and quantify that change over time.
- d. Establish a program of climate change adaptation measures to implement on local and regional infrastructure, according to the priority established in the assessments. Ensure that the program includes *green infrastructure* interventions including urban forest strategy recommendations wherever appropriate.
- e. Install or upgrade to zero-emissions back-up power in critical infrastructure (e.g., battery electric storage, green hydrogen).
- f. Develop inspection procedures for high-risk infrastructure to identify damage resulting from extreme events.
- g. Develop or update design standards for new municipal infrastructure that reflect anticipated results of the risk and vulnerability analysis.

Objective 2 Infrastructure investments are guided by a multiple bottom line decision-making approach; this means energy efficient, fiscally responsible, equitably distributed, sustainable levels of service that protect public health, safety, and the environment

Policies

MI 2

Make infrastructure planning, investment, and operations and maintenance decisions using a long-term, lifecycle, full-cost accounting approach grounded in asset management principles and practices. This includes risk analysis for design, maintenance, and renewal of infrastructure and utilities—including natural assets—and prioritizing preventative maintenance to extend asset life, protect health and safety, and optimize return on investment. 

MI 3

Utilize ecological services provided by natural systems wherever practical. This means applying and integrating natural capital in the City's Asset Management Plan to provide for their maintenance and regular support alongside traditional capital assets including reclamation and *restoration* of degraded *natural assets*.  

- MI 4** Develop decision support tools to ensure the vision and goals of the OCP are being considered and incorporated into capital planning and capital asset renewal including a priority allocation decision making framework for infrastructure investment that supports growth. 🏗️
- MI 5** Support variances to development and servicing specifications to permit *green infrastructure*, public amenity or active transportation infrastructure on public land where such opportunities are technically feasible, where operations and maintenance considerations have been identified and are supported, and where such infrastructure is in accordance with the vision and goals of the OCP. ✔️
- MI 6** Encourage senior government regulations to allow *natural assets* in public service accounting frameworks. 📌
- MI 7** Explore the option of establishing, working in partnership to establish, or supporting the establishment of a sani-dump station within Courtenay in order to ensure proper disposal options for recreational vehicles. +
- MI 8** Seek opportunities for preserving utility or other rights of way for future linear paths as part of the pedestrian and cycle network. +
- MI 9** Ensure that high-efficiency improvements are applied to capital upgrades including, but not limited to: water and sewage pumps, treatment and conveyance; streetlights and other public realm lighting; and solid waste transportation and treatment. ✔️
- MI 10** Investigate infrastructure systems and technologies to improve energy efficiency and resource reuse. Look for opportunities for capturing waste heat, heat exchange, energy generation, and rainwater reuse. 🏗️
- MI 11** The City will maintain up-to-date geospatial data, including LiDAR-derived elevation models, to support hazard mapping (floodplain, steep slopes) and infrastructure planning. LiDAR data should be reviewed and updated periodically, ideally aligned with the five-year OCP review cycle or when significant landform changes occur. 🏗️
- MI 12** When completing strategic servicing plans for City services, include the full costs of these plans to ensure Development Cost Charges can be accurately updated, and the City has a path to fulfill these plans in a financially sustainable way. ✔️
- MI 13** Regularly review the Development Cost Charges Bylaw to reflect the costs of growth-related infrastructure including parks and determine the appropriate balance of funding new infrastructure between the existing community and new developments. ✔️ 🏗️
- MI 14** Coordinate major City of Courtenay Development Cost Charge bylaw updates regionally and with the Amenity Cost Charge Bylaw to allow for fulsome public and interest-holder engagement on the range of projects and cost charges being contemplated and support ease of administration. ✔️ 🏗️
- MI 15** Review fees and charges to fully recover costs of utility operations and maintenance as well as capital replacement through user fees and frontage fees. Explore the feasibility of a utility approach to rain and stormwater management, including incentivising permeable landscapes. ✔️ 🏗️


Objective 3 Natural and engineered forms of *green infrastructure* are integrated to manage rainwater resources, protect water and air quality, maintain ecosystem function, provide flood control, and address and adapt to climate impacts

Policies

MI 16

Evaluate opportunity for *green infrastructure* specifications and best management practices to be included in the *Subdivision and Development Servicing Bylaw* and explore supporting green infrastructure opportunities in the *Zoning Bylaw* such as limiting impervious surfaces. 

MI 17

Ensure that rain and stormwater management planning and infrastructure support both watershed health and public safety objectives by:  

- a.** Minimizing and mitigating cumulative impacts, working at the watershed scale across jurisdictional boundaries;
- b.** Designing the stormwater system to maintain natural hydrology, by managing the volume and flow of stormwater runoff to match pre-development rates, accounting for climate change projections. This includes preventing small rainfall events from becoming surface run-off and ensuring the maintenance of base flows;
- c.** Returning water collected in drainage networks to the natural waterbody it belongs in as close to source as possible;
- d.** Supporting the integration of rainwater source control with community or natural amenity space where possible. Promote park and streetscape designs that provide rainwater management functions;
- e.** Mimicking natural ecosystem processes in rainwater system design and construction as much as possible. This includes minimizing runoff, maximizing infiltration, preserving and protecting the water absorbing capabilities of soil, vegetation and trees particularly along riparian corridors, and minimizing impervious surfaces on both private and public lands;
- f.** Encouraging the capturing of rainwater and discharging to ground where appropriate on public and private properties, while reducing impact to downslope properties;
- g.** Ensuring stormwater meets applicable BC surface water objectives at the time it is discharged into receiving waterbodies;
- h.** Restricting the use of pesticides, herbicides, and other substances that are harmful to water quality; and
- i.** Applying best practices to land use management to prevent erosion and sedimentation during construction.

Objective 4 Solid waste, potable water, sanitary sewer and rain and stormwater infrastructure life-cycle costs are minimized by increasing conservation actions and reducing the need to develop new infrastructure capacity

Policies

MI 18

Support the continued extension of garbage, yard waste, recycling, and kitchen organics services to Courtenay properties, and collaborate with the Comox Strathcona Waste Management service to pursue ongoing improvements in waste diversion, with a long-term focus on significantly increasing diversion of residential, industrial, commercial, and institutional waste, including organic materials. ✓

MI 19

In accordance with the Comox Strathcona Solid Waste Management Plan, explore zero-waste approaches in waste management, including upstream approaches that emphasize waste avoidance, reduction and reuse where appropriate within local government functions. This includes, but is not limited to: 🏠 🏭

- a. Supporting regionally coordinated and sustained public education programs; 🤝
- b. Supporting conveniently located recycling and waste diversion facilities as part of complete neighbourhoods subject to access, form and character, and other neighbourhood integration considerations; +
- c. Ensuring sufficient and conveniently located spaces within all developments to support occupant waste diversion behaviours; 🏠
- d. Materials restrictions and bans from the landfill where alternatives exist and diversion options are viable; +
- e. Supporting the Province in expanding the Recycling Regulation to include more materials in Extended Producer Responsibility policies; 📣
- f. Obtaining accurate data of waste streams for monitoring, education, and planning purposes; ✓
- g. Demonstrating leadership in municipal operations, procurement, and capital investments, including renewal and disposal. ✓
- h. Demonstrating leadership in diversion through implementation of recycling and organics collection containers in civic buildings and municipal public spaces where appropriate; and ✓
- i. Explore opportunities to encourage the adaptive reuse of buildings by participating in construction industry education programs to support on-site diversion as well as through permitting and planning processes including but not limited to establishing pre-demolition assessment processes for materials of value and prioritizing building reuse over demolition. +

MI 20

Implement initiatives and programs in the City's Water Smart Action Plan that aim to reduce water demand. Explore the implementation of demand-side management measures to reduce community water consumption including outdoor water use restrictions, universal water metering, rainwater harvesting, and conservation-oriented water rates. 🏠

Objective 5 Third party utility providers such as energy and communications utilities are coordinated with municipal servicing, low carbon and reliable

Policies

- MI 21** Collaborate with utility providers to coordinate wherever possible infrastructure planning to support community growth. This includes sharing datasets and other information, coordinating capital planning, and establishing policies and regulatory standards that co-locate infrastructure where mutually beneficial. 🤝
- MI 22** Support the creation of high quality and assured communications links. ✔️
- MI 23** Work with utility companies to coordinate planning and development of electricity and other low-carbon energy infrastructure (e.g., solar, geothermal, etc.) to ensure project efficiencies, minimize costs, reduce public nuisance, and ensure sufficient supply. ✔️
- MI 24** Encourage the generation of more renewable energy within Courtenay subject to form and character and other land use considerations. ✔️
- MI 25** Collaborate with BC Hydro to review and consider flexible options to support overhead connections for Neighbourhood Centres and other ground-oriented forms of development. 🤝





SOCIAL INFRASTRUCTURE

OBJECTIVES

1. All Courtenay residents experience equitable access to services
2. Coordinated, inclusionary, and systems-based responses are in place to address evolving complex social issues
3. Physical spaces are designed with the needs for social connection and accessibility in mind
4. Neighbourhood and community development-based organizing are leveraged as a source of community capacity and resilience

Objectives and policies pertaining to an important social infrastructure – Parks and Recreation – are included in the policy chapter by that name. Other social infrastructure such as community gardening and a resilient and equitable food system are included in the Food Systems policy chapter. Arts, Culture and Heritage as a foundation to thriving and expressive social systems are included in that policy chapter. *Affordable housing* and *affordable transportation* are addressed in those respective chapters as well

COURTENAY TODAY

Social infrastructure is made up of foundational services and networks that support local quality of life. They are provided in response to the basic needs of communities and to provide more equity, stability, and social well-being. Social infrastructure will be unique to the needs of each community and will change over time.

In Courtenay, social infrastructure needs and issues are diverse. Depending on the barriers to social and economic participation, some residents may require a number of supports for varying durations. Common needs include: mental health and addictions services; sufficient food; child care that supports parental, particularly women's, full participation in the workforce; and supports to reduce the childhood vulnerability (as measured by the Early Development instrument scale). Poverty and lack of *affordable housing* are at the heart of a number of these complex social challenges, including real and perceived sense of community safety, which unfortunately remain a significant concern in Courtenay today.

For people who identify with *equity-priority groups* (such as women, seniors, youth, Black, First Nations, Inuit, Metis, people of colour, 2SLGBTQIAP and people with physical and/or developmental disabilities) barriers to social and economic participation are often higher due to systemic practices and processes that do not consider or provide for the needs and experiences of all people. Immigrant newcomers' experiences indicate that *affordable housing*, public transportation, access to employment, and initiatives to foster community connections are needed to accelerate the process of making Courtenay home.

Social infrastructure responses include providing services as well as nurturing the conditions for citizens to connect with and support each other. Services may take the form of meeting basic needs (safety, food, shelter, child care and health care), enriching quality of life (recreation, lifelong learning, diverse experiences, and having fun), or supporting community safety such as through *restorative justice* principles as practiced by the Community Justice Centre, to which the City of Courtenay appoints an elected official.² The delivery of social infrastructure relies on the coordination and partnerships of various government agencies and jurisdictions, community organizations, businesses, and volunteers.

² *Restorative Justice* is defined by the Comox Valley Community Justice Centre as "a way of addressing conflict and crime that enables the person who caused the harm, people who were affected by the harm, and the community to create a meaningful solution. In contrast to the traditional justice system in Canada which seeks to establish a punishment for each act of wrongdoing assuming that will contribute to victim and societal satisfaction, *Restorative Justice* focuses on repairing damage and restoring relationships. *Restorative Justice* is not a specific model, instead it is a set of principles that can be flexibly applied to a variety of situations of conflict, crime, abuse, etc. Definition from www.communityjusticecentre.ca.

MEETING OUR GOALS THROUGH SOCIAL INFRASTRUCTURE

People are at the heart of this OCP. Regardless of personal circumstance, all residents need to be included and feel a sense of belonging to maintain Courtenay's spirit. Therefore this OCP recognizes that social planning and infrastructure are as critical to community well-being as traditional forms of municipal infrastructure such as roads, pipes, and parks.









It takes a community to support and celebrate each other. The City's approach to social infrastructure will be to foster collaborative working relationships with diverse community partners, as well as support the conditions for social networks to deepen. This people-centric approach will be important in meeting social needs as well as nurturing behaviour changes that are needed for a climate friendly Courtenay. The City will contribute and work towards an expanding network of formal and informal spaces and services to bring residents together to volunteer, collaborate, receive and give supports, have fun, and get things done. Supporting each other, lowering our collective and individual carbon footprints, and preparing for the impacts of climate change are activities that will be particularly important at the neighbourhood scale.

People who previously were unable to enjoy the city because of unmet needs will discover more supports. People who have historically been excluded from public processes will be equally valued, and their unique needs and aspirations will be included and represented. Structural inequities will be reduced through *affordable housing*, safe and accessible public spaces, social programming, and more diverse representation in civic decision-making.

Because individual and community well-being are influenced by a broad range of personal, social, economic, and environmental conditions in which we grow, live, work and age, *social determinants of health* will be considered at the root of community decisions. This includes approaches to community safety that are founded on trauma informed, culturally safe and *restorative justice* practices. Given the diversity of *social determinants of health* (Figure C-1), other critical social infrastructure elements such as *affordable housing*, affordable, safe and accessible transportation, parks and recreation, arts and culture, community participation and a commitment to reconciliation and addressing inequities are covered elsewhere in this OCP.

Objective 1 All Courtenay residents experience equitable access to services

Policies

- SI 1** Develop and employ a locally-relevant framework for assessing social, equity, and health impacts in policy, development, program and service decisions.  
- SI 2** Undertake a city-wide equity audit to identify social inequities and barriers to access in municipal service delivery and develop a strategy to inform decision-making processes related to planning and service allocation in the community. Ensure anti-discrimination, diversity, and inclusion form part of any new policies and programs as well as equitable access to all City services based on needs.  
- SI 3** Provide learning and capacity building opportunities for City employees to ensure understanding and accountability to eliminate discrimination wherever such exists, and promote equity, diversity, and inclusion throughout the City's services. 
- SI 4** Ensure a comprehensive approach to universal accessibility is routinely considered in the development of new municipal plans, policies, built environment design, programs, services, and communication formats. This includes physical accessibility as well as access more generally that is free from systemic barriers. 
- SI 5** Update and expand the audit of public facilities and spaces, transportation systems, and gathering places in consultation with the community, to evaluate accessibility. Prioritize improvements that provide functional barrier-free options.  

Objective 2 Coordinated, inclusionary, and systems-based responses are in place to address evolving complex social issues

Policies

- SI 6** Consider *social determinants of health* and adopt an evidence-based approach to policy formation, community education, advocacy, and decision making, including ensuring *equity-priority* voices are included in the creation, delivery, and evaluation of services. ✓
- SI 7** Identify an appropriate role for the City in the delivery of social infrastructure in relation to other organizations, agencies, and jurisdictions that provide services for *equity-priority groups*. 🏠
- SI 8** Work regionally to increase childcare spaces as identified in the Comox Valley Child Care Action Plan, including exploring how the City can support School District 71 in the provision of childcare spaces. 🤝
- SI 9** Work regionally to reduce poverty in the Comox Valley by identifying an appropriate role for the City in addressing poverty systemically as identified in the Comox Valley Regional District's Poverty Reduction Strategy. 🤝 ✓
- SI 10** Work regionally to further recommendations of the Comox Valley Substance Use Collaborative including identifying an appropriate role for the City. 🤝
- SI 11** Support regional cooperation in the provision of addiction recovery centres, including those that provide on-site residential facilities. 🤝
- SI 12** Continue to support the regional coordination of the Comox Valley Emergency Program. Emphasize community capacity building responses as essential to that program, including community adaptation approaches to the longer-range climate emergency. 🤝
- SI 13** Through the Federation of Canadian Municipalities (FCM) and the Union of BC Municipalities (UBCM), advocate to senior governments for action, funding, support, and coordination in addressing social infrastructure needs including, but not limited to: 📣
- a.** Poverty reduction
 - b.** Homelessness and below-market housing
 - c.** Municipal infrastructure and community amenities
 - d.** Complex health care such as long-term care, mental health, and addictions care
 - e.** High quality, affordable, and accessible child care space targets as identified in the Comox Valley Child Care Action Plan
 - f.** Early childhood health and development
 - g.** For a growing seniors population
 - h.** Settlement services
 - i.** *Food security*
 - j.** Employment
 - k.** Public safety



Objective 3 Physical spaces are designed with the needs for social connection and accessibility in mind

Policies

- SI 14** Provide sufficient, high-quality public spaces that promote social connectedness. Include amenities to support all ages and abilities such as public washrooms, seating areas, and drinking fountains. ✓
- SI 15** Develop a strategy to address community need for public washrooms, including hand washing stations and access to secure potable water. Strive for public washrooms in all community parks, and spaced a maximum of 4 kilometres apart along multi-use pathways. ✓ 🏠
- SI 16** Whenever developing new public facilities such as recreation centres, hospitals, and government offices, explore the opportunity to include child care as part of the design. 🤝 +
- SI 17** Apply universal design principles in the review of development applications and in the design of new or retrofitted public facilities and infrastructure early in design and evaluation. These principles include complete streets, transit and parking facilities, public buildings, trails, recreation areas, and intuitive and accessible way-finding. ✓ 🏠
- SI 18** Apply both first- and second-generation *Crime Prevention Through Environmental Design* (CPTED) principles in supporting community safety. This focus includes physical aspects such as street lighting and building orientation (first generation) and social aspects such as community connections and behaviour (second generation). Ensure consideration is given to unintended consequences associated with discriminatory surveillance practices that can target racialized and *equity-priority groups*. ✓



Objective 4 Neighbourhood and community development-based organizing are leveraged as a source of community capacity and resilience

Policies

- SI 19** Support volunteers, organizations, and other *social assets* to continue undertaking their work within the community. ✔️🤝
- SI 20** Explore opportunities for establishing volunteer programs that promote community-based stewardship and *restoration* of parks and natural areas. 🏡🤝
- SI 21** Support the creation of ambassador programs, such as a seniors ambassadors program, to connect residents to programs and services that are available to them. 🏡🤝
- SI 22** Support and build neighbourhood capacity in strengthening social connections, climate action, and *community resilience* through neighbourhood-driven initiatives based on *asset based community development* approaches. Such initiatives could include, but are not limited to: School District No. 71 community use of schools, Neighbourhood Houses, Safe Routes to School Programs, small-scale street-level projects, resilience assessments relating to climate change, and learning events for resident action. 🤝
- SI 23** Provide volunteer recognition opportunities. ✔️🤝
- SI 24** Work regionally to identify sufficient and suitable locations for *emergency shelters*, including during weather related events and evacuations. 🤝



ARTS, CULTURE, AND HERITAGE

OBJECTIVES

1. Residents and visitors know they are in K'ómoks First Nation territory by the prominent tangible and intangible celebration of their culture and heritage
2. Local art, culture and heritage, including natural heritage, are showcased throughout Courtenay
3. Courtenay has a reputation as the regional centre for arts and culture
4. Community cultural and heritage assets are identified, preserved, and celebrated
5. Identities expressed in the public realm and cultural programming are representative of Courtenay and the region
6. Community access and participation in arts and culture is strong and widespread

Arts, culture, and heritage touch a number of aspects of the OCP. Recognition of these industries as economic opportunities are included in the Local Economic Development chapter. The Parks and Recreation, Streets and Transportation, and Social Infrastructure chapters contain objectives and policies to include arts, culture, and heritage considerations in infrastructure development and re-development opportunities. The Natural Environment chapter includes objectives and policies that support Courtenay's natural heritage

COURTENAY TODAY

Culture is the representation of who we are. It speaks to our values from the past and present, our traditions, and our expressions.

The living culture of the K'ómoks First Nation is the bedrock of the "Land of Plenty" – lands and waters rich in living heritage, which includes the area known today as Courtenay. K'ómoks First Nation's oral history and archaeology reveal a rich and bountiful relationship between the K'ómoks and the Land of Plenty.

The totems at the corner of Duncan Avenue and 6th Street offer a tangible example of this recognition of place and culture. More opportunities to honor this heritage continue to be explored by the City and numerous cultural partners.

Courtenay's wider cultural ecosystem is rich and varied, estimated to be practiced and provided by the over 4,000 cultural workers in the region.¹ Local arts and culture assets include the tangible and intangible: special places, heritage buildings and streetscapes, festivals, ceremonies and celebrations, art installations, farmers markets, independent restaurants, and hands-on opportunities such as community development initiatives and arts programs.

The City invests in arts, culture, and heritage through a number of community partners including the Comox Valley Art Gallery, the Courtenay and District Museum, the Sid Williams Civic Theatre, and the Comox Valley Community Arts Council. These cultural

¹ Comox Valley Arts Council 2017 local inventorying



assets are deeply valued by Courtenay residents, and they support important cultural and economic development within the region.

In 2025, the City adopted its first Strategic Cultural Plan and corresponding implementation strategy, to highlight the impact and value of arts and culture in Courtenay and provide a framework to continue supporting and resourcing this important aspect of community life.

"Fish weirs, duck nets, berry picking techniques and clothing design met the needs of the K'ómoks and for generations provided variety, utility and sense of cultural uniqueness. Mask dances and rhythmic songs filled the winter nights and season. Property was distributed to guests in potlatches and elaborate naming ceremonies honoured the youth, leaders and elders of the communities... Following contact with Europeans [including]... a period of colonial policy and practices, the K'ómoks families have endured hardship and loss of land, resources and cultural connection. Modern leaders are striving to reclaim cultural expression and relationship with 'the land of plenty.'"

– K'ómoks Comprehensive Community Plan (page 26)



MEETING OUR GOALS THROUGH ARTS, CULTURE, AND HERITAGE

Arts, culture, and heritage help re-frame and engage on important social topics such as climate change, reconciliation and equity, and provide for creative and safe opportunities to explore our complex and changing world. Seasonal celebrations and ceremonies help connect to the living heritage of local ecosystems, such as the K'ómoks First Nation tradition of celebrating the annual return of individual salmon species.

A thriving cultural climate is a sign of a vibrant community. Arts and culture renew communities, build identity and pride, strengthen bonds, and improve quality of life on all socioeconomic levels. Along with ecosystems, historical and contemporary arts and culture are place-makers and will continue to provide a foundation to Courtenay's identity. They help foster a love of local place and feeling of belonging. From these strong roots of place, the cultural sector grows in its role as a key economic driver, ranging from tourism to maker industries.

Arts, culture, and heritage can help cities embrace diversity, building trust and understanding across peoples, and



demonstrate how different identities can be expressed and celebrated in the public realm. Arts, culture, and heritage are important to relationship-building and to creating a city for everyone. This includes highlighting and nurturing the relationships of humans to nature and learning about and igniting a spirit of action on climate change and other critical social issues. Arts, culture, and heritage open the doors to a more dynamic, creative, and inclusive future.

- Objective 1** Residents and visitors know they are in K'ómoks First Nation territory by the prominent tangible and intangible celebration of their culture and heritage
- Objective 2** Local art, culture, and heritage, including natural heritage, are showcased throughout Courtenay

Policies

- ACH 1** Incorporate art, culture and heritage, including K'ómoks First Nation heritage, into place-making efforts throughout the city, including in the design of new private and public buildings and spaces. ✓
- ACH 2** Develop a public art policy or guideline that supports the growth of public art and artistic expression in buildings, streets, parks and other areas of the public realm, giving preference to local and Indigenous artists. 🏛️
- ACH 3** Ensure infrastructure is considered in the design of civic spaces to support safe events and place making opportunities including but not limited to electrical connections, potable water sources, public washrooms and transportation improvements.. 📄
- ACH 4** Regularly monitor and update arts and culture programs to keep pace with the changing and growing needs of the community. ✓
- ACH 5** Support new cultural amenities through Amenity Contribution Charge program and the City's Amenity Cost Charge (ACC) program. 🏠











Objective 3 Courtenay has a reputation as the regional centre for arts and culture

Policies

- ACH 6** Implement the Strategic Cultural Plan recommendations including the development of a Cultural Facility Needs and Feasibility Study and a Cultural Facilities Strategic Plan that provides a foundation for partnership models, cultural development, and asset investment and management. 🏗️
- ACH 7** Continue to support the downtown as the region's arts, culture, and heritage district by ensuring key cultural partners such as the Comox Valley Art Gallery, the Courtenay and District Museum, the Sid Williams Civic Theatre, and the Comox Valley Community Arts Council continue to be located downtown, and promoting and investing in public art and cultural opportunities downtown. ✔️
- ACH 8** Work regionally and in partnership to coordinate arts and cultural services and invest and raise the Comox Valley's profile as a centre for contemporary artistic creation. 🤝 🎨
- ACH 9** Recognize local cultural, arts, and heritage assets as foundational to Courtenay's community identity. ✔️
- ACH 10** Advocate for investment in arts, culture, and heritage as a local tourism economic development driver. 🎨
- ACH 11** Consider the establishment of a dedicated community arts and culture space. 🏗️ 🤝

Objective 4 Community cultural and heritage assets are identified, preserved, and celebrated

Policies

- ACH 12** Collaborate with K'ómoks First Nation to conserve, promote, and build appreciation for local archaeological sites, heritage assets, and other cultural interests in coordination with their long-term planning policies such as K'ómoks First Nation's Comprehensive Community Plan policies and the Community Action Plan. 
- ACH 13** Ensure enhanced protection of archaeological sites and places of cultural significance. This includes supporting the K'ómoks First Nation in obtaining information requirements to fulfill their Cultural Heritage Policy and Cultural Heritage Investigation Permits when applicable.  
- ACH 14** Promote awareness and conservation of the heritage of Courtenay through official designation and public educational programs.  
- ACH 15** Preserve, protect, and manage historic sites, structures, and landscapes in the city following the Standards and Guidelines for the Conservation of Historic Places in Canada or relevant best management practices. 
- ACH 16** Through the Heritage Alteration Permit process, ensure that repairs or renovations be carried out without compromising Character Defining Elements, while improving energy efficiency and reducing greenhouse gas emissions. 
- ACH 17** Continue to identify and document heritage assets including historic sites, structures, and landscapes in consultation with the K'ómoks First Nation and the Heritage Advisory Commission and continually update the Housing Inventory and Heritage Register as per the provisions of the Local Government Act and Heritage Conservation Act for promoting the heritage of Courtenay. 

Objective 5 Identities expressed in the public realm and cultural programming are representative of Courtenay and the region

Policies

- ACH 18** Support diverse arts programs, artistic exhibitions and expressions, cultural festivals, and other activities that celebrate and contribute to both Indigenous and Courtenay's cultural identity in public and private realms. ✓
- ACH 19** Develop a special event and hosting policy to clarify the city's role in the delivery of special events. ✓ 🤝
- ACH 20** Ensure investments in, and creation of, cultural resources and activities, and cultural and artistic expression in the public realm. Include the diverse identities, aspirations, expressions and contributions within the community. ✓
- ACH 21** Do not permit oppressive symbols in the public realm such as plaques, signs, monuments, and place names that pay tribute to historic figures or acts that served to uphold systems of colonialism, racism, and sexism. ✓
- ACH 22** Conduct an audit to identify oppressive symbols and initiate a community engagement process. 🏛️
- ACH 23** Explore opportunities for place, parks, building or street renaming, or dual place naming where appropriate, to reflect K'ómoks First Nation traditional naming conventions. ✓ 🤝

Objective 6 Community access and participation in arts and culture is strong and widespread

Policies

- ACH 24** Examine opportunities for art installations in public spaces as a routine part of public realm and parks, trails and greenway upgrades, open space design, and infrastructure projects. ✓
- ACH 25** Explore opportunities within public buildings such as community centres and schools to display local arts, culture, and heritage. 🏛️ 🤝
- ACH 26** Seek new partnership models that support providing more arts and cultural opportunities throughout the city. 🏛️ 🤝



FOOD SYSTEMS

OBJECTIVES

1. All residents have access to affordable, healthy, culturally appropriate, and local food outlets within walking distance, including food access services and programs when needed
2. All residents have access to food growing opportunities within walking distance
3. Lands supporting traditional foods are protected and traditional practices are celebrated
4. Agricultural lands are protected and are compatible with urban uses
5. Food processing, warehousing, and distribution activities are permitted in urban areas of Courtenay
6. *Food security* actions are regionally coordinated

Food systems connect to a number of other aspects of the OCP including as an important form of Social Infrastructure and Local Economic Development opportunity. Ensuring healthy soil, air, water, and ecosystems that can support a sustainable food system are addressed in the Natural Environment chapter

COURTENAY TODAY

One of the most intimate – and enjoyable – ways in which residents interact with living landscapes is through local food systems. The lands and waters that make up Courtenay today have been actively used in food production by Indigenous peoples for generations and by settlers in Courtenay's recent history. In fact, the K'ómoks First Nation has referred to the lands and waters within the Courtenay area as the land of plenty since time immemorial and continue to do so today.

Within urban communities, a food system typically includes production, processing, distribution, sales, consumption, and

food recovery and nutrient cycling (i.e., composting). In the Courtenay area, food systems encompass: commercial farms on both Agricultural Land Reserve (ALR) and other agricultural lands; urban agriculture ranging from edible landscaping to community gardens; value-add facilities and processing facilities such as community kitchens; goods movement; grocers and other food stores; restaurants; farmers markets and food celebrations. A number of social programs also exist such as food literacy and cooking workshops; food share programs, soup kitchens, and meals provided in social housing; school lunch programs; community gardens; and farm gleaning and fruit tree programs.



With over 95% of food imported from off island, the COVID-19 pandemic highlighted many of the fragilities that currently exist in the local food system. In the 2022 OCP update, the Comox Valley Chamber of Commerce identified *food security* as top priority for local businesses, despite this topic traditionally falling outside of their mandate. According to the Comox Valley Food Policy Council, there is a vital network of food growers, businesses, and organizations across the valley that are collaborating to strengthen food access and the local food economy. Farmers have the land capacity to increase production, but require more access to community food assets such as storage and processing facilities, aggregation and distribution services, and locally produced feed.

A changing climate highlights *food security* risks as well, whether that food is local or imported. The Comox Valley's climate is expected to change to longer, hotter summers with less precipitation, and winters characterized by higher temperatures and more varied storm occurrences. An increase in expected frost-free and growing degree days can support more local food production, however more heat waves and insufficient irrigation are expected to be challenges to that production in the peak growing months.

On the demand side, engagement and research on the local food system have revealed that there is also a lack of sustained access to healthy, local food and food systems for *equity-priority groups* across the Comox Valley.³ This work underscored the importance of shifting the community away from charitable and emergency food services to a system that focuses on empowerment, education, preventative measures, and upstream approaches that address systemic inequality.

³ *Food Security, Poverty, Housing and the Local food system; closing the loop in the Comox Valley.* LUSH Valley. 2019



MEETING OUR GOALS THROUGH FOOD SYSTEMS

Since 2020 City has supported the Island Food Charter which is committed to a just and sustainable food system in the Island region rooted in healthy communities. A food secure community is one in which everyone has access to food that is affordable, culturally preferable, nutritious and safe. This includes the ability for everyone to have the agency to participate in, and influence food systems. And this includes resilient, ecologically sustainable, socially just qualities that honour Indigenous food sovereignty. In order for a community's food system to be secure, the Charter recognizes the need for viable, sustainable, and resilient systems to grow, harvest, process, transport, and distribute food while also minimizing waste.

The OCP land use strategy protects local food production opportunities by ensuring that agriculturally optimal lands are retained for agricultural uses. By focusing future urban growth within existing urban areas, pressure to develop agricultural lands for urban purposes is reduced. This also supports climate goals as agricultural lands can serve as powerful carbon sequestering industries when employing regenerative soil farming practices.

Within the urban areas, food production spaces will be encouraged and gradually expanded in both public and private spaces.








Processing, distribution, storage and value-add opportunities will also be supported throughout Courtenay. Increased residential densities in existing neighbourhoods will provide more customers for new, locally-serving grocery stores, particularly in areas that are home to proportionately more *equity-priority groups*. Food vendors, community gardens, and edible landscaping will help to distinguish and celebrate the unique character and place-making elements of specific neighbourhoods.

Sales and celebration of food will continue to bolster food culture in Courtenay, and the City will coordinate with regional efforts to increase *food security* and food justice for all.

It is important for all residents to better understand local food systems and foster a sustainable food culture. Through collaboration and partnership with the K'ómoks First Nation and other Indigenous peoples, decisions about living landscapes, environmental protection, and park programming will seek to protect and restore access to traditional food cultivation and harvesting.

Objective 1 All residents have access to affordable, healthy, culturally appropriate, and local food outlets within walking distance, including food access services and programs when needed

Policies

- FS 1** Support establishment of small-scale healthy food retail options such as both year-round and seasonal farmers markets, small to mid-size grocery stores, mobile food vendors, bakeries and restaurants within or in proximity to the Town and Neighbourhood Centres and Corridors including the Downtown Town Centre. 
- FS 2** Support Comox Valley Farmers Market Association in their efforts to secure a permanent year round location and provide them a seasonal market, preferably downtown, to support community activation in spaces with adequate infrastructure amenities (i.e., loading zones, washrooms, water, and electricity).  
- FS 3** Develop a concept plan for the suitable location of a “food precinct” within Courtenay that offers and promotes local food production, distribution, and enjoyment as its defining character and place-making opportunity, complemented by an appropriate range of food-supportive businesses, activities, and spaces. 
- FS 4** Encourage large multi-residential mixed-use developments to include retail commercial uses such as small grocery stores or specialized food retailers within the site, where appropriate. 
- FS 5** Work in partnership with *food security* organizations and regional jurisdictions to ensure food access services and programs are available when needed. 
- FS 6** Develop guidelines for food production and sales on private lands to support increased food production and sales activity. All guidelines, and any applicable bylaws, shall be prepared in compliance with current provincial and federal regulations for food production, safety, handling and sales, while responsibly managing wildlife attractants. 

Objective 2 All residents have access to food growing opportunities within walking distance

Policies

- FS 7** Review the *Zoning Bylaw* and other regulatory bylaws to allow for more food growing opportunities on private property, and allow more accessory structures for urban agriculture. Ensure protection of *Environmentally Sensitive Areas* and sensitive integration of accessory structures into the neighbourhood. 🏡
- FS 8** Encourage the provision of gardens and other food production spaces for the use of residents in new multi-residential housing, as guided in the Development Permit Area Guidelines. 🏠
- FS 9** Refine City regulations and identify the City's role in encouraging and integrating opportunities for sustainable urban agriculture (including community gardens, small plot farming, edible landscaping, greenhouses, and gardening to support pollinators and foraging) on municipal lands, boulevards, park spaces and vacant lands, including temporary accessory retail sales. 🏡
- FS 10** Develop a program for community gardens and other small-scale food production spaces such as orchards or beehives across the City, prioritizing areas of higher residential density and areas home to *equity-priority groups*. Engage land holders who may have space to provide such uses, including on a short- to mid-term basis before land is developed. 🏡
- FS 11** Support educational programming on urban agriculture, traditional Indigenous food practices, environmental stewardship, and *food security*. 🤝
- FS 12** Encourage gardening programs that promote health and well-being for residents, including at *supportive housing* sites, schools, recovery centres, long-term care facilities, and hospitals. +

Objective 3 Lands supporting traditional foods are protected and traditional practices are celebrated

Policies

FS 13

Collaborate with K'ómoks First Nation to identify and protect lands and waters supporting gathering, harvesting, preserving, and eating of traditional foods. 🤝

FS 14

Collaborate with K'ómoks First Nation to develop Indigenous gardens that focus on the cultivation of native and culturally important species of plants for food and medicine, and include public educational opportunities. 🤝



Objective 4 Agricultural lands are protected and are compatible with urban uses

Policies

- FS 15** Continue to support protection of lands within the Agricultural Land Reserve (ALR) for agricultural uses. Applications for exclusion of land from the ALR are not supported. 🏠
- FS 16** Amend the *Zoning Bylaw* to guide the location of buildings and structures, including agricultural structures, to maximize the agricultural potential of prime soil resources. This includes establishing maximum farm residential dwelling and footprint sizes commensurate with urban lot areas and establishing maximum road setbacks. 🏠
- FS 17** Maximize the potential for agricultural land to be used for agriculture by discouraging subdivision into smaller parcels. 🏠
- FS 18** Where property is adjacent to land in the ALR and lands designated as Agricultural, ensure that development limits associated negative impacts on and from adjacent agricultural operations by providing appropriate buffers, mitigation measures, careful site planning, and neighbourhood education as per Development Permit Area guidelines for farm protection, and by consulting with the Ministry of Agriculture and the Agricultural Land Commission (ALC). 🏠
- FS 19** Explore incentive programs and options to encourage agricultural land preservation and production. 🏠

Objective 5 Food processing, warehousing, and distribution activities are permitted in urban areas of Courtenay

Policies

- FS 20** Support amendment of the *Zoning Bylaw* to ensure that small-scale food processing, warehousing, distribution, and other activities are permitted in more land uses including commercial, light industrial, and where live-work uses are permitted. 🏠

Objective 6 Food security actions are regionally coordinated

Policies

FS 21

Support the establishment of a *regional food hub*. + 🍷

FS 22

Support and participate in the development of a regional *food security* plan that considers emergency, short- and long-term food supply and infrastructure needs and opportunities as part of a critical infrastructure assessment, including developing the conditions for more local agricultural production and economic development. Identify an appropriate role for the City in supporting local *food security* in relation to other organizations, agencies, and jurisdictions. Strive to have Indigenous traditional food knowledge and experiences, needs of *equity-priority groups*, and *climate mitigation and adaptation* goals inform the plan. 🏡





LOCAL ECONOMY

OBJECTIVES

1. Business retention, development, and investment are increasingly green, low-carbon, climate resilient, and equitable
2. Local economic development opportunities are regionally coordinated
3. Municipal regulations and services are supportive of economic development within the long-term vision of environmental and social responsibility
4. People are at the heart of local economic development and are able to access adequate supports to participate in the economy

Supporting residents to participate fully in community, including the economy, is covered in the Social Infrastructure chapter. *Affordable housing* is covered in the Housing chapter. The relationship of investment in arts, culture, and heritage as a local economic development and tourism driver is included in the Arts, Culture, and Heritage chapter. Land uses that support economic activities are covered in Part B – Managing Growth



COURTENAY TODAY

Employment data shows that Courtenay is and will likely remain as the primary employment centre in the Comox Valley over the life of this plan and beyond. Updated employment data were not obtained for the 2026 OCP review, but data obtained for the 2022 OCP indicated that the largest employment type in Courtenay was retail (approximately 2,000 jobs), followed by health care and social assistance (approximately 1,500 jobs), construction (1,000 jobs), and public administration (approximately 900 jobs). 2022 OCP consultation indicated that a significant number of people identify as arts and cultural workers (nearly 4,000).

In a global market where ideas, investments, and talents can flow across borders, unique and high quality of life community assets are essential to attract them. Courtenay, and the wider region, have diverse recreation and lifestyle opportunities that are recognized as being key factors in attracting and retaining

the next generation of entrepreneurs and skilled talent. Until recently, available and *affordable housing* also contributed to these high quality of life factors.

In the 2022 OCP update, businesses and entrepreneurs in the Comox Valley identified key priorities for a sustainable and strong local economy. These include:

- *affordable housing*;
- shop local and the arts;
- agriculture;
- tech and digital support;
- child care;
- transportation and regional connectivity;
- streamlining regulatory processes for businesses including through good regional governance.

Since the 2022 OCP, further strategies have been developed supporting local economic development including the Comox Valley Tourism Strategy Framework and the Courtenay Strategic Cultural Plan.

MEETING OUR GOALS THROUGH THE LOCAL ECONOMY

Attractive communities attract businesses. The most attractive places for the next generation of workers must have a thriving downtown core, inclusive neighbourhoods with a strong sense of place, a wide range of housing and recreational options, a vibrant arts and culture scene, and an openness and celebration of cultural diversity. Courtenay already has an excellent foundation to be the place for those who seek better opportunities.

When economic success is viewed holistically through the intersecting dimensions of environmental, social, and economic systems, it can contribute to community well-being in a broader and more inclusive and impactful way. For example, *affordable housing*, child care, equity, diversity and inclusion and a healthy environment are all increasingly recognized as core to the success of economic development strategies.

The City of Courtenay is committed to creating the conditions for high quality of life and economic success through the OCP by taking a *full cost accounting* approach to community service delivery. Policies in this section are aimed at supporting a sustainable economy, investment opportunities and progressive municipal government services.

Objective 1 Business retention, development, and investment are increasingly green, low carbon, climate resilient, and equitable

Policies

- LE 1** Support the expansion of green, low-carbon place-based economic development. ✓
- LE 2** Support responsible and sustainability driven tourism, including local tourism, in accordance with the Comox Valley Tourism Strategy Framework. ✓
- LE 3** Promote green and low-carbon construction and building retrofit programs as significant local economic development opportunities as per the CleanBC Economic Development Action Strategies. ✓
- LE 4** Support initiatives that generate value-added, community-based business development, including but not limited to, arts and culture, local food processing, specialty forest products, and other value-added product manufacturing. ✓
- LE 5** Support an eco-industrial networking approach for industrial land development such as co-locating businesses that can create collaborative networks to more efficiently and effectively use resources such as materials, energy, and talent. ✓
- LE 6** Consider how the impacts of climate change will affect local businesses in all aspects of policy development. This includes both positive and negative changes in seasonal events, recreation, tourism, and agriculture activities that rely heavily on specific weather conditions. ✓

Objective 2 Local economic development opportunities are regionally coordinated

Policies

- LE 7** Work collaboratively with neighbouring jurisdictions, the K'ómoks First Nation, Comox Valley Chamber of Commerce, Downtown Courtenay Business Improvement Association, North Island College and business and non-profit community organizations in the development of community and regional economic development strategies. 🤝
- LE 8** Identify appropriate roles and responsibilities for the City in the delivery of economic development services. 🏢
- LE 9** Collaborate with the CVRD to prepare an employment study to identify economic land use needs and trends. 🤝
- LE 10** Recognize Courtenay's Downtown Cultural District as a central hub and gateway to downtown, emphasizing its role in arts, heritage, tourism, and economic growth through regional funding, coordinated marketing, and adequate infrastructure. ✅ 📣



Objective 3 Municipal regulations and services are supportive of economic development within the long-term vision of environmental and social responsibility

Policies

- LE 11** Continue to support home-based businesses that are compatible with the residential character of neighbourhoods. 🏠
- LE 12** Support land uses that provide employment opportunities within or close proximity to the Town and Neighbourhood Centres and Corridors such as *intensification* of mixed-use office, retail, live-work studios and other commercial uses. 🏠
- LE 13** Support non-traditional light industrial and service commercial land uses or development proposals that accommodate emerging business trends and neighbourhood needs. 🏠
- LE 14** Work with the local business community and major employers to focus investment, facility and business development in Town and Neighbourhood Centres and Corridors. ✔️
- LE 15** Support business infrastructure improvements to meet the needs for employment space, digital connectivity, and more efficient mobility of goods and services, including co-working spaces for hybrid or remote workers. ✔️
- LE 16** Liaise with senior governments, neighbouring jurisdictions, and the business community to identify barriers, improve business infrastructure, and streamline application processes. ✔️
- LE 17** Work with Comox Valley local governments to develop consistent regulatory standards. 🤝
- LE 18** Encourage data sharing, business intelligence, and best practices with the local business community. ✔️



Objective 4 People are at the heart of local economic development and are able to access adequate supports to participate in the economy

Policies

- LE 19** Ensure that social policies such as, but not limited to, *affordable housing* and child care are integrated with economic policies to support 'people-centred' forms of economic development. ✓
- LE 20** Ensure all plans and strategies for economic development are data and performance driven based on identified community goals and include workforce planning and labour market forecasting. ✓
- LE 21** Support the exploration of holistic economic development frameworks as the basis of local economic development in order to better integrate ecological, social, and economic outcomes. ✓

PART D

IMPLEMENTATION MOVING FORWARD

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THE OCP IS A TOOL FOR NAVIGATING AND INITIATING CHANGE

Implementation of the OCP will occur through numerous municipal, interest-holder and individual actions, incrementally over the next 20 years and beyond.

This chapter identifies a number of core and common OCP related implementation tools to aid in the ongoing implementation process, and provides guidance on the implementation priorities to achieve net-zero GHG emissions as a primary directive

of this Plan. As a highest level policy document, the OCP cannot predict the exact sequencing of actions that are outside of the City's direct control, nor should it provide detailed costing for all actions that will occur over a 20 year timeframe. Many implementation actions will require further investigation, consultation, and resourcing. Therefore it is important that implementation of the OCP be viewed as the ongoing incremental decision-making process that it is while holding firm the vision established.

1. CORPORATE ALIGNMENT, PLAN ADMINISTRATION, AND PERFORMANCE MONITORING

The City of Courtenay has many plans, policies, and strategies in place that provide detailed direction for planning and development, engineering, parks and recreation, culture, and more. Some of these documents already align with the OCP and may require minor updates, while others require realignment of their approach to prioritize outcomes based on the OCP vision and goals. Whether updating existing plans, policies or strategies, or creating new ones, they must all align with the OCP vision, goals, and related policies.

Current policies and regulations will be reviewed in a timely manner to bring them into alignment and support the OCP. Where

existing regulations, as well as other standards, policies, and practices allow for interpretation, discretion or prioritization, such flexibility shall be considered in ways that support the objectives and implementation of the OCP. The OCP is intended to be used as the foundation of all stages of the corporate decision-making process and source of directions, ideas, and actions to fulfill Courtenay's vision.

From the numerous policies and actions contained within the OCP, Council sets strategic priorities for their term to guide department work plans, the five year Financial Plan, and annual budgets. Outcomes are annually reported through the City of Courtenay Annual Report, which offers an opportunity for

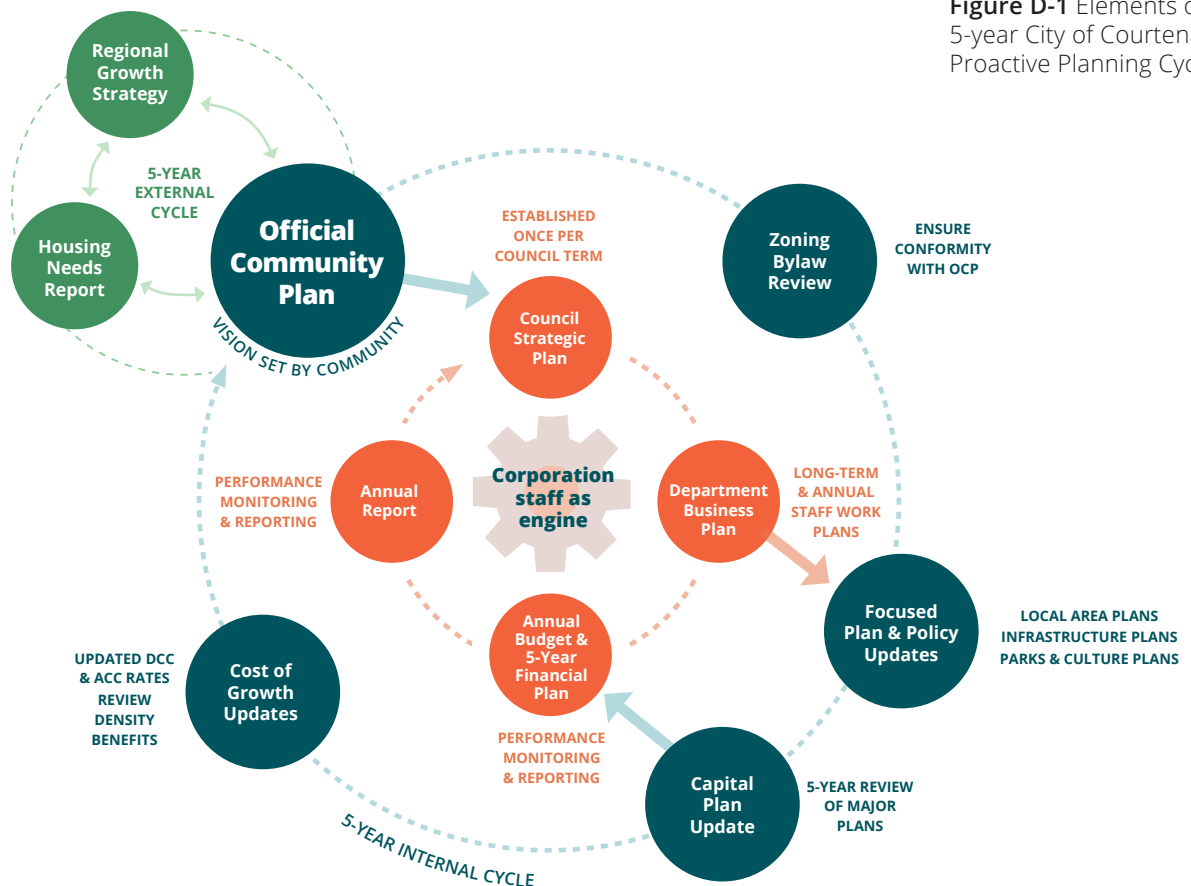


Figure D-1 Elements of the 5-year City of Courtenay Proactive Planning Cycle.

evaluation and further work plan refinement year after year. The OCP provides the overarching strategic direction for the City, from which all other plans, bylaws, actions, and decisions should align. The full implementation of the OCP depends on its full integration with the City's strategic and organizational action plans, budgeting, work planning, and annual reporting system. The provincial planning legislation introduced in 2023 emphasizes long-term planning and regular review and updates of OCPs and associated documents to ensure standardized monitoring of population projections and housing needs.

Key changes for proactive planning include updated requirements for Housing Needs Reports, OCPs and Zoning Bylaws including requirements that these planning tools be reviewed, and in some cases updated, every 5 years. Infrastructure and amenities are critical to servicing new development and ensuring a complete community. As such, the proactive planning cycle will also be used to build more certainty and predictability in the review, adoption and construction of; infrastructure servicing through strategic servicing plans (water, sanitary, integrated rainwater management, multi-modal transportation, parks and recreation, cultural services), capital construction plans, development financing tools (i.e. Development Cost Charges and Amenity Cost Charges bylaws) and other servicing and regulatory bylaws.

Figure D-1 builds on the OCP implementation cycle found in the 2022 OCP to incorporate the proactive planning cycle legislative requirements and the recommended actions to corporately steward the proactive planning cycle. Each of these elements serve to support the implementation of the OCP and will be monitored annually and updated within the 5-year OCP cycle to measure progress towards the vision, goals, and objectives outlined in this plan.

Performance Monitoring

Council, City staff, partners, and all residents are strongly encouraged to participate in decision-making processes and community-wide dialogue in order to respond to the evolving context of the community, and determine whether the OCP vision, goals, and targets are being achieved. Ongoing monitoring and evaluation of the Plan is crucial to the successful implementation of the OCP.

1. Carbon neutrality by 2050

A key indicator of the OCP's success is carbon neutrality by 2050. In order to meet this target, a number of policies and actions must be implemented immediately while others can be phased in over time. To guide GHG reduction performance, the City of Courtenay commits to the phased GHG reduction targets in Table D-1.

2. Establishing performance indicators and monitoring framework

The City publishes an annual report outlining development activity and summarizing major planning, programming, and capital investment initiatives. This report will identify what actions have been initiated and completed and what the outcomes are; as well as and how well the City has responded relative to the vision, goals, and policies of the OCP. Appropriate performance indicators will be established, measured, and monitored on a regular basis.

Other creative performance monitoring approaches such as partnerships on indicator selection and data tracking, and third party reporting through the CVRD's *Regional Growth Strategy* data collection and monitoring work will also be considered.

Table D-1 GHG Modelling and Target Setting Conducted by Sustainable Solutions Group, 2022 OCP process

Target Year	2025	2030	2035	2040	2045	2050
tCO ₂ e Reduced from 2016	-15,543	-37,642	-58,585	-77,,073	-86,600	-92,662
Percentage emissions reduction from 2016	-15%	-45%	-60%	-80%	-90%	-95%

These targets align closely with those identified by the Intergovernmental Panel on Climate Change (IPCC), a United Nations governmental body responsible for advancing knowledge on human-induced climate change, and also generally align with the federal government's most recent enhanced Nationally Determined Contributions (NDC) on greenhouse gas emissions reductions (2021).

Municipal Government Corporate Climate Action

As described in Part C Policy Foundations, the City of Courtenay has been working to reduce municipal government corporate emissions since 2007. Given that the City of Courtenay has not yet achieved carbon neutrality in municipal operations, the City continues to have an important role to play in demonstrating climate action leadership in all corporate actions. The OCP community-wide GHG modelling has indicated that there are strategic municipal corporate actions that the City should take to contribute towards Courtenay's net-zero GHG target. These actions are listed below and build on the policies identified in Part C. A priority implementation action is to update the Corporate Climate Action Plan to provide detailed guidance, phasing, and resourcing estimates to implement actions listed in this section.

Municipal Corporate Climate Action Themes

1. Implement multiple bottom line in municipal decision-making

- Develop monitoring frameworks and tools to achieve triple bottom line (economic, social, and ecological) and full life-cycle cost accounting planning, capital investment, and decision-making in all municipal activities.
- Ensure climate implications are included in staff reports to Council (opportunity for all four cardinal directions of reconciliation, climate action, equity, and community well-being to be included).

- Continue to implement tender and purchasing policies requiring sustainability outcomes as identified in this Plan, including climate action, equity, reconciliation, and community well-being, as part of procurement decisions.

2. Achieve GHG, water and waste reductions in new and existing municipal facilities

- Build all new municipal buildings to net-zero emissions standards with 100% of energy demands met through electrical means. Ensure green roofs are part of new municipal buildings.
- Conduct an energy audit of the full municipal building portfolio.
- Retrofit 100% of existing municipal buildings to a net-zero emissions standard with 100% of energy demands met through electrical means.
This assumes a mixture of building energy efficiency and onsite energy production. Many large civic buildings are under Comox Valley Regional District jurisdiction and will require intergovernmental coordination.
- Implement waste diversion programs into all facilities.
- Include water reduction performance targets as part of new facilities and retrofit initiatives.

3. Accommodate and promote green transportation at all municipal facilities

- a) Install electric vehicle parking and charging stations on municipal property for municipal fleet and public use.
- b) Accommodate and encourage municipal employees and contractors to use bicycle and e-bike mobility options where possible.

4. Generate, procure, and help others to access clean energy

- a) Install ground-mounted solar photo voltaics in underused 'greyfield' locations such as beside roadways and in parking lots as solar canopies.
- b) Prioritize 'green energy' sources such as electricity and Renewable Natural Gas when procuring energy for any municipal asset or service.
- c) Administer a Property Assessed Clean Energy program (PACE).

5. Protect and restore *natural assets* on municipal land

- a) Include natural capital (*ecological assets*) in the Asset Management Plan.
- b) Protect and restore *Environmentally Sensitive Areas* and *ecological assets* on municipal properties.
- c) Achieve rain and stormwater management practices on municipal property that support both watershed health and public safety objectives, in accordance with the Integrated Rainwater Management Plan.

6. Include climate adaptation considerations in all municipal infrastructure

- a) Conduct and implement risk and vulnerability assessments for all municipal infrastructure, implement recommended infrastructure improvements, and install back-up power where recommended.

2. COMMUNITY EDUCATION, ENGAGEMENT AND PARTNERSHIPS

The OCP is a comprehensive policy document established by and for the community. Therefore, all members of the community have roles to play in its implementation. Ongoing community engagement will be critical to the success of this Plan.

Part A – How We Work Together – establishes the policies directing the City's approach to public engagement which reflects and builds upon the City Communication Strategy and Engagement Framework to ensure that appropriate communication and participation methods and partnership approaches are used for each project, and that engagement is accessible, culturally safe, and equitable. The OCP policies and these documents shall be followed whenever engaging on specific projects to ensure the appropriate engagement, partnership approaches, and methods are used for the task at hand.

Partnerships are a critically important consideration in which the City must invest in order to achieve a number of the OCP's most ambitious goals. These include partnerships with neighbouring jurisdictions, with other levels of government including K'ómoks First Nation, youth, interest holders, academic institutions, and private and non-profit organizations. As a defining principle

of OCP implementation, partnerships will be explored wherever opportunity exists to make maximum use of existing capacity, coordination opportunities, and social capital.

Public education and communications will be an essential component in all public engagement to ensure that the OCP directions, vision and goals are guiding, and are reflected in, community decision-making. To support the OCP goal of 'Investing in Relationships', creativity and additional resourcing in public education and engagement will form a foundation to the implementation of the OCP.

3. DEVELOPMENT APPLICATION TOOLS

Much of the OCP's implementation will occur through new development and *redevelopment* by the private, government and non-profit sectors.

Proponents of development are responsible for clearly demonstrating how their proposals meet the objectives and vision of the OCP through the submission of required information. The City in turn is responsible for comprehensively and credibly evaluating how development proposals facilitate the realization of this Plan and for providing feedback to applicants where applications need improvements.

The City recognizes that such analysis cannot be selective in referencing elements of this Plan, and must comprehensively consider the OCP's vision and goals. This includes the four cardinal directions, greenhouse gas emissions reduction targets, and applicable policies, as well as relevant development regulations such as the *Zoning and Subdivision and Development Servicing Bylaws*.

The City will continuously improve the development approval process to provide effective customer-oriented services.

To assist applicants in navigating the land development process, the City will create educational and customer service support tools to assist private and non-profit development in the preparation of development proposals that meet the City's requirements and expectations.

To support clarity of the City's development requirements and expectations, three development application tools are included in the OCP:

- a. Development Approval Information Areas,
- b. Growth Contribution Policies; and
- c. Development Permit Area Designations.

Other development application requirements are included in complementary land development bylaws.

A. DEVELOPMENT APPROVAL INFORMATION AREAS

Pursuant to the Local Government Act, a local government (i.e., the City) may require the submission of development approval information to ensure that sufficient supporting documentation is provided to allow the City to assess the potential impact of new development. Procedures for the preparation and review of development applications, and approval process information requirements are established within the City's Development Procedures Bylaw as is amended from time to time.

Pursuant to the Local Government Act, the entire City of Courtenay is designated as a *Development Approval Information Area* in which the following types of development approval information may be required in conjunction with a development application.

Development approval information may be required for the following circumstances and areas.

1. Flooding

Criteria – Development application where the subject property is within the Courtenay, Tsolum, or Puntledge floodplains, the floodplain of any other watercourse, lake, marsh or pond, or adjacent to the K'ómoks Estuary as shown in Map APX-2 (Appendix 2 – Maps) and defined as all floodplain setbacks and construction levels identified in the City's Floodplain Management Bylaw.

Rationale – To assess the nature, extent,

magnitude, frequency, and potential effect of natural hazards that may affect the development; and to assess the proposed development with regards to safe and intended use, building sites, building elevations and foundation design requirements, mitigation measures, and the construction of on-site protective works.

2. Geotechnical Hazards

Criteria – Development application where the subject property is in or adjacent to an area subject to rockfall, land slip, or slopes over 20%, including, but not limited to, those identified on the Steep Slopes Map APX-8 (Appendix 2 – Maps).

Rationale – To assess the nature, extent, magnitude, frequency, and other potential effect of natural hazards that may affect the development; and to assess the proposed development with regards to safe and intended use, building sites, building elevations and foundation design requirements, mitigation measures, and the construction of on-site protective works.

3. Natural Environment Impacts

Criteria – Development application within lands that contain *Environmentally Sensitive Areas*, whether mapped or not, and on all properties equal to or greater than 4,000 m² in size. Mapping information for known *Environmentally Sensitive Areas* is included in Terrestrial *Environmentally Sensitive Areas* Map APX-6 and Aquatic *Environmentally Sensitive Areas* Map F-7 (Appendix 2 – Maps).

Rationale – To consider the impact and mitigation opportunities of the proposed activity or development including servicing of development, on water bodies, springs, wetlands, riparian areas, *Environmentally Sensitive Areas*, ecosystem connectivity areas, and fish and wildlife habitat in order to meet the objectives and policies within this Plan.

4. View Corridors, Solar Orientation, Shade and Shadow Impacts

Criteria – Development application where the subject property is located within Downtown, Town or Neighbourhood Centre, Multi-Residential or Urban Corridor land use designation or one of the Form and Character Development Permit areas, or to properties that may be identified in a wider view corridor study.

Rationale – To assess the potential impacts of the proposed development on:

- i. Significant views of historical landscapes or buildings/structures, or significant natural features including, but not limited to, the Comox Glacier, K'ómoks Estuary, Puntledge, Tsolum, and Courtenay Rivers.
- ii. Sun and daylight access to the surrounding context – including surrounding building façades, private and public outdoor amenity and open spaces, public parkland, sidewalks, and other components of the public realm – to evaluate the influence of the location and height of a proposed building to create undue shade or the impact of the removal of shade.

- iii. Form and character of adjacent low-rise residential structures, particularly in Form and Character Development Permit areas.

5. Traffic Impacts and Transportation Demand Management

Criteria – Development application that may affect traffic pattern in surrounding properties, the growth centres or transportation network.

Rationale – To assess potential impact of proposed development and implications to properties potentially impacted by the proposed development with respect to traffic, change of traffic flows, and the road network, and propose mitigation options to minimize impact, including *Transportation Demand Management* opportunities.

6. Acoustical Impacts

Criteria – Development application contains potential cause of significant noise in close proximity to residential properties. Source of significant noise includes, but is not limited to: external mechanical equipment, parking, truck loading zone, outdoor storage, or entertainment areas such as outside patio.

Rationale – To assess the proposed development with regards to impacts on acoustic comfort and safety within the affected neighbouring properties.

7. Public Facilities and Community Services Impacts

Criteria – Development application within Courtenay that may impact existing or future use of public facilities and community services.

Rationale – To assess potential impact of proposed development and implications on adjacent lands or neighbourhoods in order to meet needs of the community and prevent negative impact on the level of service.

8. Urban Forest Impacts

Criteria – Development application that is subject to the Tree Protection and Management Bylaw.

Rationale – To assess the impacts of development including servicing of development, to urban forest values and opportunities for urban forest protection and mitigation measures.

9. Site Access and Servicing, including Municipal Infrastructure Impacts

Criteria – Applies to most development applications within the City.

Rationale – To assess the adequacy and provision of site access, services including but not limited to highways and lanes, active transportation infrastructure, water distribution systems, sewage collection systems and drainage collection systems as well as impacts to said existing infrastructure and systems.

10. Hydrological Impacts

Criteria – Development application in which proposed development including servicing of development, may cause negative impact to watershed health, including groundwater.

Rationale – To assess the impacts of development on the hydrological system (watershed or portion thereof) in which the development is proposed, including cumulative impacts.

11. Soil Agrology Impacts

Criteria – Development application in which proposed development may cause negative impact to agriculturally viable soils on agriculturally zoned lands including the Agricultural Land Reserve.

Rationale – To assess the impacts of development on agriculturally viable soils in order to preserve these lands for agricultural purposes.

12. Wildfire Hazard Risk

Criteria – Development application in which proposed development is adjacent to significant forested areas.

Rationale – To assess the contribution of development to wildfire risk and mitigate the risk of wildfire to development.

13. Archaeological Impacts

Criteria – Development application in which proposed development is within or adjacent to archaeologically valuable areas.

Rationale – To assess the impacts of development on archaeologically valuable areas and features and protect such areas and features.

14. Accessibility

Criteria – Development application in which universal accessibility to all or part of the development is an objective.

Rationale – To propose universal accessibility opportunities within the development in accordance with provincial regulations, City policies, and best management practices.

15. Housing Affordability

Criteria – Development application subject to *affordable housing* policies, or to provide rationale how *affordable housing* is being met otherwise in connection to rezoning applications.

Rationale – To provide *affordable housing* profile and opportunities within a new development.

16. Green House Gas (GHG) Emissions

Criteria – Development application that shall prove GHG emissions performance, as part of rezoning applications. Also in connection to if and when senior government regulations or City of Courtenay policies and regulations are amended to require more routine GHG emissions modeling and reporting as part of development applications.

Rationale – To support evaluation of a development in contributing to GHG emission policies contained within this Plan.

17. Electricity Demand

Criteria – Developments that are subject to Development Permit Area guidelines for Part 3 Buildings that seeks a minimum of 10% of electricity demand be met by providing on-site renewable energy generation (e.g. solar photovoltaic).

Rationale – To provide information on how to meet the stated Development Permit Area guideline.

18. Other studies may be required for the City to evaluate: whether a proposed development is suitable to the location and contributes the achievement of the vision and goals of the OCP; and determine whether specific conditions need to be applied to the proposed development in order to contribute to the vision and goals of the OCP.

B. GROWTH CONTRIBUTION POLICIES

The City of Courtenay will use a coordinated set of Growth Contribution Policies to ensure development contributes fairly toward the amenities and infrastructure required to support community growth and the OCP vision. The following tools are complementary and must be applied in an integrated manner:

- **Development Cost Charges (DCCs)**
- **Amenity Cost Charges (ACCs)**
- **Density Benefit Zoning**
- **Community Amenity Contributions (CACs)**
- **Inclusionary Zoning**, monitored for possible future adoption

These policies advance the OCP's goals for climate action, reconciliation, equity, affordable housing, complete and walkable neighbourhoods, and long-term asset management.

Coordinated Use of Growth Contribution Tools

1. **Primary funding of growth-related core infrastructure** will occur through **DCCs**.
1. **Growth-related community amenities** that are eligible under provincial legislation will be funded through **ACCs**.
2. **Additional density beyond base zoning** will be secured through **Density Benefit Zoning** with a strong emphasis on the delivery of *affordable housing*, either on site or cash in lieu.

4. **The City will negotiate CACs** as a voluntary condition of additional density through rezoning until such time as Density Benefit Zoning schedules are in place, and will continue to apply for density increases for which the Density Benefit Zoning schedules do not apply.

5. **Inclusionary Zoning** will be monitored and assessed for possible future adoption based on development economics and affordable housing needs.

The City will avoid duplicative or overlapping requirements across tools and will ensure clarity about what each tool funds.

Development Cost Charges (DCCs)

Intent – DCCs are the City's primary legislated mechanism for funding growth-related capital upgrades to transportation, water, sanitary, stormwater, and parks systems.

Policies

1. Align DCC program updates to reflect the level and distribution of growth identified in the OCP, including growth centres, local area plans, transit corridors, and asset management plans.
2. Periodically review DCC rates in accordance with Municipal Infrastructure chapter policies.
3. Publish DCC program summaries in annual financial reports to support transparency.

Amenity Cost Charges (ACCs)

Intent – ACCs complement DCCs by financing eligible community amenities that are required as population increases, such as recreation facilities, parks amenities, and cultural spaces.

Policies

1. Establish area-based or citywide ACC rates by bylaw and update them on a regular cycle.
2. Coordinate ACC project lists with OCP implementation priorities, strategic plans, and local area plans.
3. Maintain dedicated reserve funds and report annually on collections and expenditures.

Density Benefits Zoning

Intent – Density Benefit Zoning links additional development capacity to community benefits in a predictable and transparent manner. It is a core tool for achieving affordable housing and other amenities when density exceeds base zoning.

Policies

1. Base and Benefit Structure

- a) The City will develop, and update as required, a Density Benefit Bylaw that identifies the relevant areas of the city and zones within the City's Zoning Bylaw where increased density may be permitted in exchange for the contribution of affordable housing and other amenities.
- b) The Density Benefit Bylaw will include a schedule that clearly outlines, for each zone and area of the city, the following:

- i. the maximum benefit density that may be permitted above base as-of-right density identified in the Zoning Bylaw.
 - ii. the contribution requirement relative to the additional density granted.
- c) The Zoning Bylaw will be updated to reflect the base and benefit density thresholds identified in the Density Benefit Bylaw as may be required.
 - d) Both base and benefit density are to remain consistent with the built form contemplated in the OCP Land Use policies or applicable Local Area Plan.
 - e) Bonus density shall only be granted where the City is satisfied that defined community benefits have been secured from the applicant in a manner acceptable to the City.

2. Primary Priority - Affordable Housing

- a) Benefit density should primarily be used to secure affordable housing.
- b) Affordable housing may be provided on site, secured through Housing Agreements, or cash in lieu to the City's Affordable Housing Reserve Fund when on site delivery is not, in the City's opinion, feasible.
- c) Affordable housing secured through density benefit should be long-term, include a mix of unit sizes, and be consistent with the Housing chapter objectives and policies.

3. Secondary Priority - Amenities

- a) The contribution requirement established by bylaw may be utilized to secure other amenities, including but not limited to:

- i. Public realm and plaza improvements.
 - ii. Parks, greenways, and natural area enhancements.
 - iii. Cultural, social or childcare spaces.
 - iv. Active transportation infrastructure.
- b) The value of alternative amenities secured will be equivalent to the value of the affordable units that would otherwise be secured.

4. Contribution Requirements

- a) Contribution requirements will be established in the Density Benefit Bylaw and periodically updated to reflect development typologies across different areas of the city, land economics, construction costs, and amenity priorities.
- b) The Density Benefit Bylaw will include schedules and formulas for different zones and areas of the city, that provide clarity on the expected contribution required to qualify for benefit density, including:
- i. The amount of affordable housing, expressed as a portion of the benefit Gross Floor Area granted.
 - ii. The tenure of the affordable units, in terms of rent or ownership.
 - iii. The affordability of the units, including the sales price or the rent to be charged for the units.
 - iv. The length of time the affordable units must be maintained as affordable.

5. Cash in Lieu

- a) Where, in the City's opinion, on site delivery is not practical, cash in lieu may be accepted. The amount of cash in lieu required will be calculated according to a method and rate established for each zone and area of the city as established in the Density Benefit Bylaw.
- b) The schedule of rates will be updated by the City on a regular basis to reflect changing market conditions.

6. Phasing

- a) For multi phase projects, amenities may be staged with clear delivery triggers.

Community Amenity Contributions (CAC's)

Intent – CACs are voluntary, negotiated conditions of additional density achieved through rezoning for which Density Benefit Zoning schedules do not apply. CACs are complementary to Density Benefit Zoning and ACCs, and are not intended to replace either tool.

Policies – When negotiating CACs, the following principles must be considered:

- Nexus of benefit, wherein there is a direct, demonstrable link between the impacts of the proposed development and the amenities provided.
- Proportionality and fairness, wherein the amenities provided are equivalent to the impact the proposed development generates and is consistent with contributions provided by other applicants.
- CACs shall apply only to the net increase in development rights achieved through zoning amendments.

1. Applicability

- a) Rezoning where additional density or changes of use are being considered, and where the additional density is not covered in a Density Benefit Zoning schedule.

2. Amenity Priorities

- a) **Affordable Housing.** Preference for onsite affordable rental or ownership secured by Housing Agreement; cash in lieu to the Affordable Housing Reserve Fund may be accepted if onsite delivery is not feasible.
- b) **Public Realm, Parks, and Nature.** Plazas, greenways, park improvements, natural area restoration, and shorelines with green shores approaches, especially where site conditions warrant.
- c) **Social, Cultural, and Childcare Spaces.** Community, cultural, arts, library, childcare, or seniors' facilities that serve local area needs.
- d) **Active Transportation and Transit Supportive Facilities.** High priority in growth centres and along the Frequent Transit Network.

3. Location Specific Guidance

- a) The City may prepare and maintain reference materials identifying amenity needs for specific areas to help inform CAC negotiations in support of the OCP and Local Area Plans.

4. Valuation and Methods

- a) In-kind amenities must be supported by professional cost estimates and drawings.
- b) Land dedication may be acceptable where it achieves OCP priorities.
- c) Cash in lieu amounts will be derived from a transparent valuation approach that considers land economics and amenity costs.
- d) As part of a rezoning application, the City may request land lift analysis be provided by a qualified professional to assist in the amenity contribution negotiation.

5. Process and Security

- a) CACs are identified early in pre application and formal application stages.
- b) Contributions must be secured through zoning amendment conditions prior to final bylaw adoption and may include, Housing Agreements, Section 219 covenants, phased development agreements, or irrevocable letters of credit, as appropriate.
- c) The City will report annually on CACs received and amenities delivered.

6. Exclusions

- a) CACs do not include park dedication under subdivision, required off site works under the Subdivision and Development Servicing Bylaw, DCC or ACC project lists, or minimum environmental protections for *Environmentally Sensitive Areas* as outlined in the OCP.

7. Review and Updates

- a) CAC procedures and valuation methods will be reviewed as part of each five-year OCP review cycle to maintain alignment with development economics, housing needs, and OCP priorities.

Inclusionary Zoning - Monitoring Policy

Intent – *Inclusionary Zoning* may be a future tool that requires a portion of new housing to be affordable. The City will monitor development economics and affordable housing needs to evaluate whether an *Inclusionary Zoning* bylaw is warranted and feasible.

Policies

1. Conduct periodic market and financial feasibility analyses by housing typology and area to understand the impacts of mandatory affordable housing requirements on project viability.
2. Track affordable housing outcomes delivered through Density Benefit, CACs, and partnerships.
3. Consider Inclusionary Zoning only if analysis shows that a mandatory requirement would not unduly impair project feasibility and can complement the City's existing Growth Contribution Policies.
4. If warranted, prepare an *Inclusionary Zoning* bylaw with clear geographic scope, unit set asides, income targeting, tenure requirements, offsite or cash in lieu options, and administration protocols.

Administration, Reporting, and Updates

Policies

1. The City will publish annual reporting on collections, amenities delivered, fund balances, and benefit density benefits secured.
2. The City will coordinate Growth Contribution Policies with capital planning, asset management, and Local Area Plans.
3. The City will review rates, schedules, and valuation methods on a regular cycle to reflect construction cost inflation, land economics, and OCP priorities.



C. DEVELOPMENT PERMIT AREA DESIGNATIONS

Introduction and Context

Development Permit Areas (DPAs) offer an implementation-oriented framework to ensure that development decisions support the community's broader aspirations as articulated in the Official Community Plan (OCP) within the authorities granted by the Local Government Act (LGA).

DPAs fit within a broader land use policy context and hierarchy:

OCP

- **Land Use Designations** – Reflecting long-term community goals and ambitions, the OCP guides overall City growth by designating land uses according to area of intended activity.
- **Local Area Plans** – Provide detailed, place-based direction for future growth and change, and guide the evaluation of development and land use applications within defined areas of the city that goes beyond the general land use designation policies of the OCP.

Zoning Bylaw

- **Zoning** – Regulated according to the *Zoning Bylaw*, specifics of scale and type of development in each land use zone outline permitted uses, densities, heights, setbacks, etc.
- **Development Permit Areas** – These focused tools then guide form and character, access, environmental protection measures, and a variety of other characteristics for development within each development permit area and specific land uses.

Division 7, Section 488 (1) of the LGA allows OCPs to designate DPAs for a variety of purposes, and allows for specific design objectives to be achieved, making sure development is responsive to its context. DPAs may be designated for the purposes of:

- Protection of:
 - a) The natural environment, its ecosystems, and biological diversity
 - b) Development from hazardous conditions
 - c) Farming
- Establishment of objectives for the form and character of:
 - d) Revitalization of an area in which a commercial use is permitted
 - e) Intensive residential development
 - f) Commercial, industrial, or multi-residential development
 - g) In relation to an area in a resort region, establishment of objectives for the form and character of development in the resort region
- Promotion of:
 - h) Energy conservation
 - i) Water conservation
 - j) Reduction of greenhouse gas emissions

With the exception of g) (resort region), all designations are contained within the Courtenay DPAs as described further in each DPA category. The Development Permit Areas are designated within the OCP and the implementation-oriented guidelines are contained within the *Zoning Bylaw*.

DPA Categories

Five Development Permit Areas are designated, the objectives for which and lands and uses to which they apply are described further in the following pages. All of the City of Courtenay is a Development Permit Area for each Development Permit Area category. Specific applications and exemptions of each Development Permit Area category are summarized in the table below and described further in the following pages.

Table D-2 Development Permit Area Categories

DPA Category	Purpose
1. Commercial, Industrial, Large-Scale Residential and Mixed-Use.	Form and character guidelines contained within the Zoning Bylaw communicate urban design expectations, including for the purposes of intensive residential and multi-residential development, commercial revitalization, energy and water conservation, greenhouse gas emissions reductions, and protection of the natural environment. These guidelines support design decisions that are responsive to context and climate and offer the flexibility to respond creatively while ensuring cohesive and thoughtful planning and design of new development.
2. Small-Scale Multi-Unit Residential.	
3. Farm Protection.	Farm protection guidelines contained within the Zoning Bylaw communicate setback, siting, separation and screening requirements when developing adjacent to agricultural lands in order to minimize the potential for conflicts between agricultural and non-agricultural land uses.
4. Environmental.	Environmental and hazardous guidelines contained within the Zoning Bylaw communicate environmental protection and development safety considerations when conducting any form of development near <i>Environmentally Sensitive Areas</i> (ESA) or Steep Slopes.
5. Protection from hazardous conditions: Steep Slopes.	



DPA-1 COMMERCIAL, INDUSTRIAL, LARGE-SCALE RESIDENTIAL AND MIXED USE

JUSTIFICATION:

This Development Permit Area is intended to achieve attractive, architecturally coordinated and context-appropriate higher density, employment and mixed-use building and landscape designs that consider the relationship between buildings, open areas, and circulation systems, in order to promote walkable, safe, and vibrant developments. It also promotes development that considers protection of the natural environment, energy efficiency, water conservation and the reduction of greenhouse gas emissions.

Pursuant to Section 488(1)(a)(d)(f)(h)(i) and (j) of the Local Government Act, this designation applies to all developments that contain commercial, industrial or mixed-uses and residential developments with five or more residential units within the boundaries of the City of Courtenay. Additional guidelines apply for a defined area of the downtown (as shown on enclosed Map D-1 as well as in special heritage consideration areas (as shown on enclosed Map D-2 - Old Orchard & Terminal Addition).

Objectives:

1. To ensure urban *infill* and *redevelopment* is well integrated and context-sensitive.
2. To promote compact urban form that is well-connected and accessible by walking, cycling, and transit and supportive of transit supportive densities.
3. To promote the creation of new destinations that help meet residents' daily needs by short walkable trips to grocers, shops, restaurants, personal services, community centres, and gathering spaces.
4. To transform vehicle-centric developments and prioritize the pedestrian environment.
5. To ensure attractive streetscapes, landscapes, building design, and vibrant public spaces.
6. To foster neighbourhood connections and a shared sense of community across the city.

- 7. To improve urban ecological functions such as local biodiversity and rainwater infiltration.
- 8. To reduce energy and water consumption as well as greenhouse gas emissions (GHGs) associated with the built environment.

Within the Downtown Core (Map D-1):

- 9. To protect and enhance the historic, small-scale retail character of the 4th, 5th, 6th Streets streetscape.

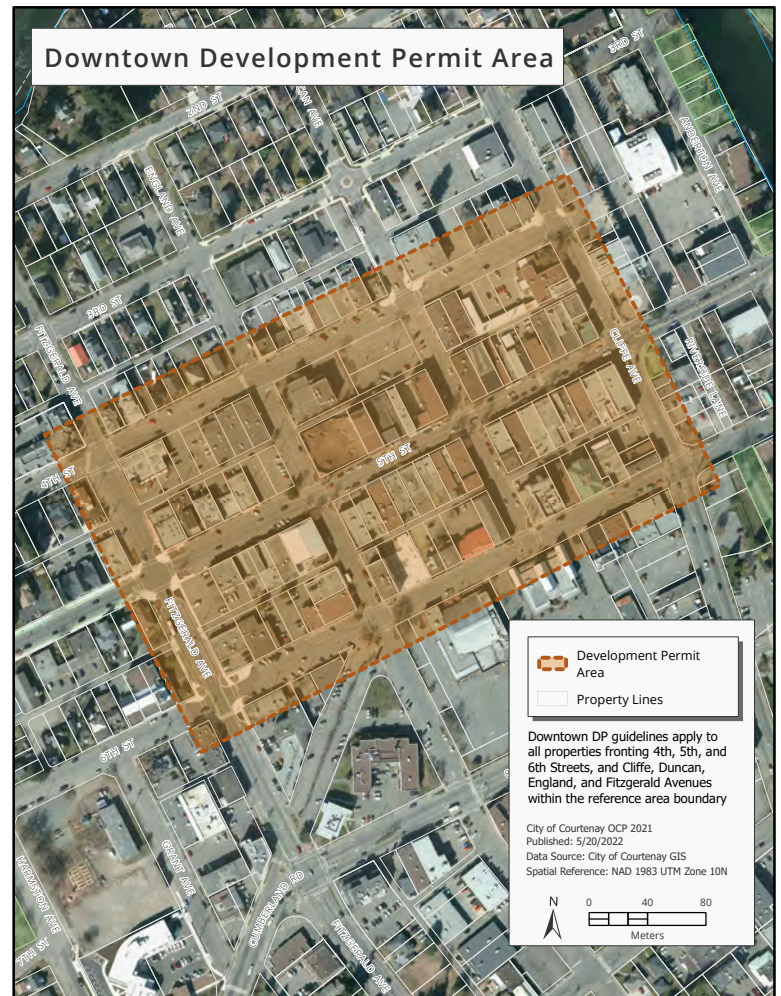
On Lands with a Multi-Residential Component:

- 10. To support a greater diversity of housing choices and affordability.
- 11. To ensure a high standard of livability and well-being within multi-residential developments.

On Lands with a Commercial and/or Industrial Component:

- 12. To enable the flexible and appropriate adaptive use and design of industrial lands to meet evolving community needs.
- 13. To provide convenient and safe access to industrial areas via all modes of transportation, including commercial or personal vehicles, transit, walking, and cycling.

Map D-1 Downtown Development Permit Area



Within the Old Orchard and Terminal Addition Neighbourhoods (Map D-2):

- 14. To ensure new development contributes to the special heritage neighbourhood character of the Old Orchard and Terminal Addition neighbourhoods.

Guidelines:

See *Zoning Bylaw*



DPA-2 SMALL-SCALE MULTI-UNIT RESIDENTIAL

JUSTIFICATION:

This Development Permit Area provides direction for housing and related development that meet the needs of residents while fitting well into the existing community. The intent is to support three to four dwelling unit residential infill development, and redevelopment that demonstrates a high standard of creative building design. It also promotes development that considers protection of the natural environment, energy efficiency, water conservation and the reduction of greenhouse gas emissions.

Pursuant to Section 488(1)(a)(e)(h)(i) and (j) of the Local Government Act, this designation applies to all three and four-dwelling-unit residential developments within the boundaries of the City of Courtenay. Additional guidelines apply in special heritage consideration areas (as shown on enclosed Map D-2 - Old Orchard & Terminal Addition and Map D-3 - 40 Houses Heritage Neighbourhood).



DPA 3 – FARM PROTECTION

JUSTIFICATION:

This development permit area is intended to protect agriculture and farming operations from adjacent new development and to reduce conflicts that could arise between agricultural use and non-agricultural uses through the use of possible requirements for screening, landscaping, fencing and siting of buildings or other structures.

This category applies to all properties adjacent to agriculturally zoned lands, including lands adjacent to those within the Agricultural Land Reserve (as shown on Map D-4). This includes properties that abut and are contiguous to agricultural lands.

The designation and guidelines are in accordance with sections 488 (1) (c) of the Local Government Act.

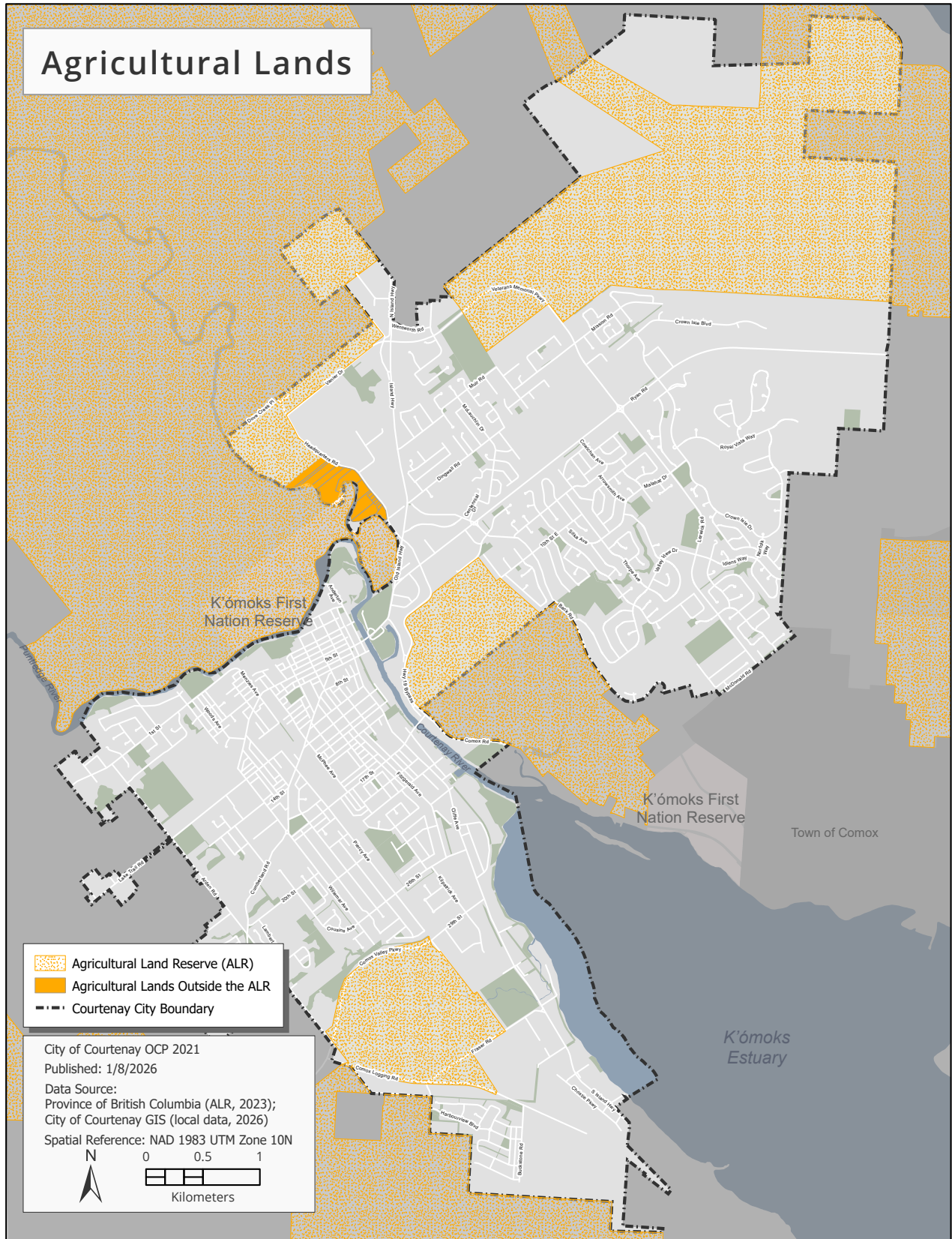
Objectives:

1. To minimize the conflicts that may arise between agricultural and non-agricultural land uses including as a result of nuisances such as agricultural odor, noise and dust to urban lands, or of urban light, noise and trespass to agricultural lands.
2. To minimize the impact of urban encroachment on agricultural lands.
3. To protect and/or develop effective vegetated buffers along agricultural land boundaries.

Guidelines:

See Zoning Bylaw

Map D-4 Agricultural Lands.





DPA 4 – ENVIRONMENTAL

JUSTIFICATION:

This development permit area is intended to protect ecosystems and features that provide habitat for aquatic and terrestrial species, preserve biodiversity, and provide ecosystem services, when conducting development near *Environmentally Sensitive Areas*. Where the term *Environmentally Sensitive Area* (ESA) is used, it is meant to include the buffers, also known as protection setbacks, of that ESA.

This category applies to all lands shown on the Terrestrial *Environmentally Sensitive Areas* Map D-5 and the Aquatic *Environmentally Sensitive Areas* Map D-6 as well as to any property that contains an *Environmentally Sensitive Area*, whether mapped or not. Because not all ESAs are mapped, all properties that are equal to or larger than 4,000 metres square in size are subject to an Environmental Impact Assessment prior to development approvals to confirm the presence or absence of ESAs.

The types of *Environmentally Sensitive Areas* fall into the following categories:

- **Freshwater aquatic ecosystems:**
Those natural systems that are either permanently or periodically under water. Water may be running, as in a river or stream or springs or still, as in lakes and wetlands. This includes their riparian areas, specifically lands within 30 metres of the natural boundary of such ecosystems. (Shown in Map D-6). These ecosystems may also be subject to provincial Riparian Areas Protection Regulation (RAPR).
- **Estuary and marine shorelines:**
The waters and lands adjacent to the K'ómoks Estuary as well as the Courtenay River and including to the Condensory Bridge at Anderton Avenue and Condensory Road.
- **Terrestrial ecosystems:**
Those ecosystems that are land-based. Common designations follow the provincial Sensitive Ecosystem Inventory categories: seasonally flooded agricultural fields, terrestrial herbaceous, older forest, older second growth forest, sparsely vegetated (cliffs and bluffs), wetland, riparian, and

woodland such as Garry Oak ecosystems. (Shown in Map D-5).

- **At-risk species and ecological communities:** These include, but are not limited to, species listed under the federal Species at Risk Act (SARA) and species and ecological communities provincially designated as red- or blue-listed.
- **Ecosystems Connectivity Areas:** The Biogeoclimatic Zone in which Courtenay is situated (the Coastal Western Hemlock, very dry maritime, CWHxm) is one of the most at risk in BC. The greatest opportunities for protecting at-risk ecological communities within this zone are generally represented in the Ecosystem Connectivity Opportunity Areas shown on Map D-5 Terrestrial *Environmentally Sensitive Areas*. The map includes gaps in the corridor that will require *restoration*.
- **Raptor and heron nests:** Under the BC Wildlife Act, the nest of an eagle, peregrine falcon, gyrfalcon, osprey, heron, or burrowing owl is protected whether occupied by a bird or its egg or not. Raptors are a term used to describe birds of prey including hawks, owls, falcons and eagles. This includes the nests themselves and their setbacks as determined by a Registered Professional Biologist.

The designation and guidelines are in accordance with sections 488 (1) (a) of the Local Government Act.

The City of Courtenay's regulations do not negate the need for compliance with any federal or provincial statutes and regulations governing the management of the environment and wildlife.

Objectives:

1. Protect areas of high biodiversity and ecological sensitivity within Courtenay including ground and surface water, shorelines, forests, wildlife and important wildlife habitats, ecosystem

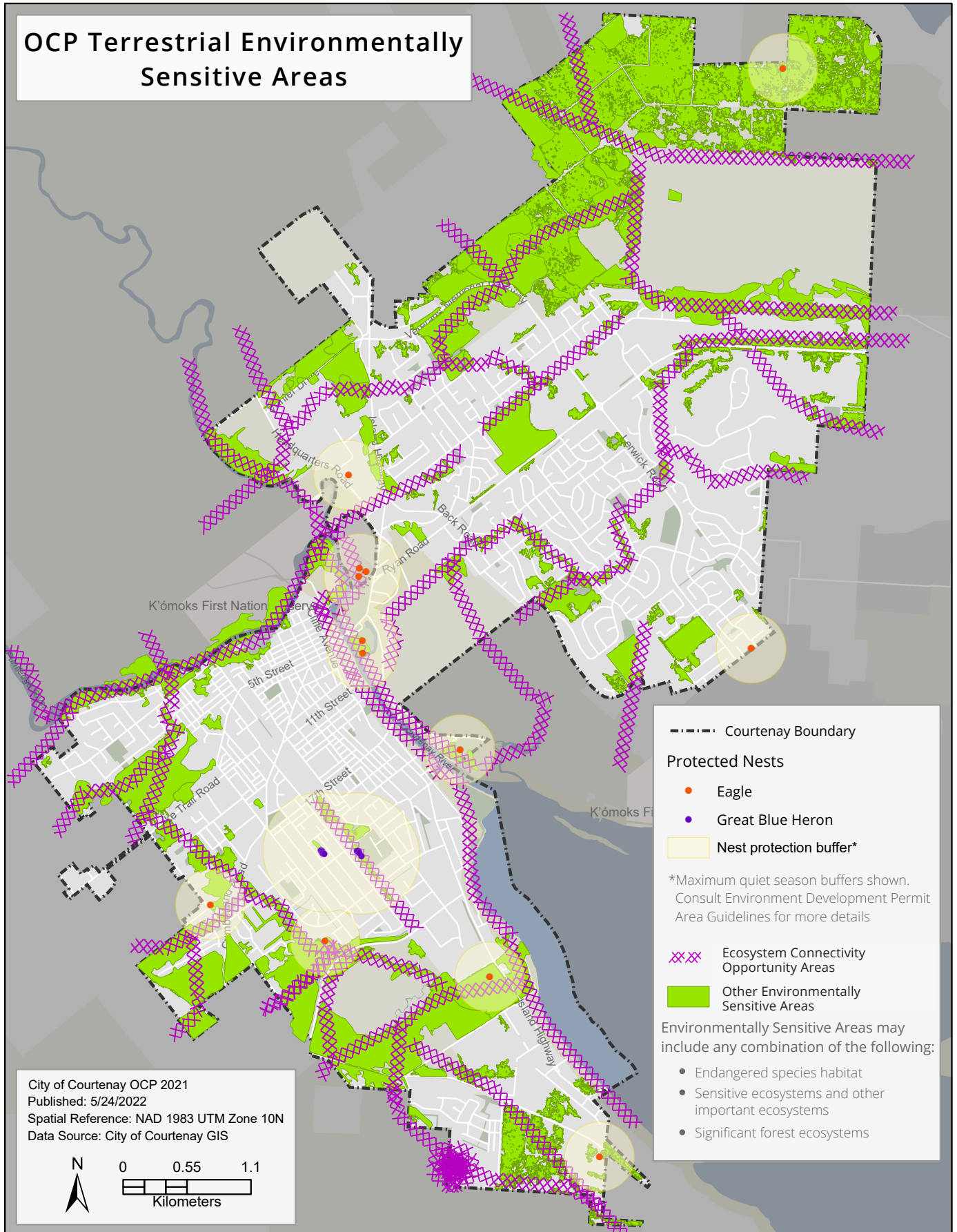
features and functions, and rare and endangered ecosystems, ecological communities and species.

2. Maintain ecosystem connectivity.
3. Restore and enhance previously degraded ecosystems.
4. Ensure that ecosystem protection and enhancement values are elevated and prioritized in the development design and review process, and specify where and how lands are developed around *Environmentally Sensitive Areas*.
5. Protect and enhance water quality and prevent contamination of water from land use and development activities.
6. The Province of British Columbia has expressed support for 30 metre setback from any "stream" as defined by the BC Water Sustainability Act. The City understands that these protective setbacks are useful to preserve aquatic conditions because the conversion of riparian buffer areas to impervious covers can effect landscape and watershed hydrology, including by increasing the introduction of non-point source pollutants and detrimentally affecting stream temperature. Stream temperature may be impacted by the conditions of the surrounding lands including the preservation of natural conditions to maintain consistent air humidity, air temperature and canopy coverage in the vicinity of such streams. Terrestrial habitats surrounding waterbodies are also essential to protecting essential habitats for semiaquatic species, including mammals, birds, reptiles and amphibians.
7. Provide comprehensive environmental protection guidelines that are scientifically rigorous, clear, and transparent to development applicants and the greater community.

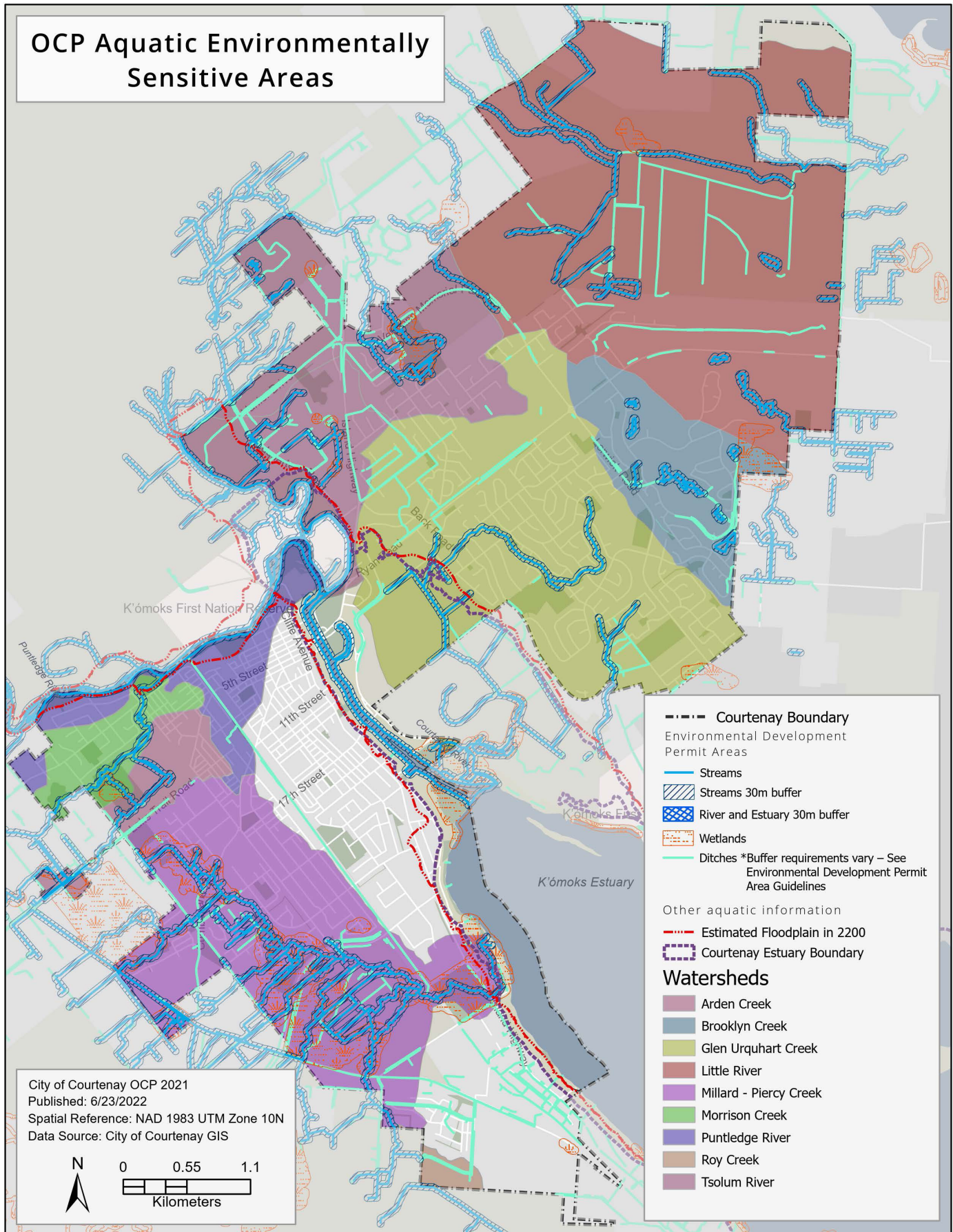
Guidelines:

See *Zoning Bylaw*

Map D-5 Terrestrial Environmentally Sensitive Areas.



Map D-6 Aquatic Environmentally Sensitive Areas.





DPA 5 – HAZARDOUS CONDITIONS – STEEP SLOPES

JUSTIFICATION:

This development permit area is intended to establish a process for hazard assessment over those areas that are susceptible to land slippage and ensure that development is protected from such hazardous conditions.

This category applies to all properties containing a slope of equal to or greater than 20% measured over a minimum horizontal distance of 10 metres (as shown on Map D-7).

The designation and guidelines are in accordance with sections 488 (1) (b) of the Local Government Act.

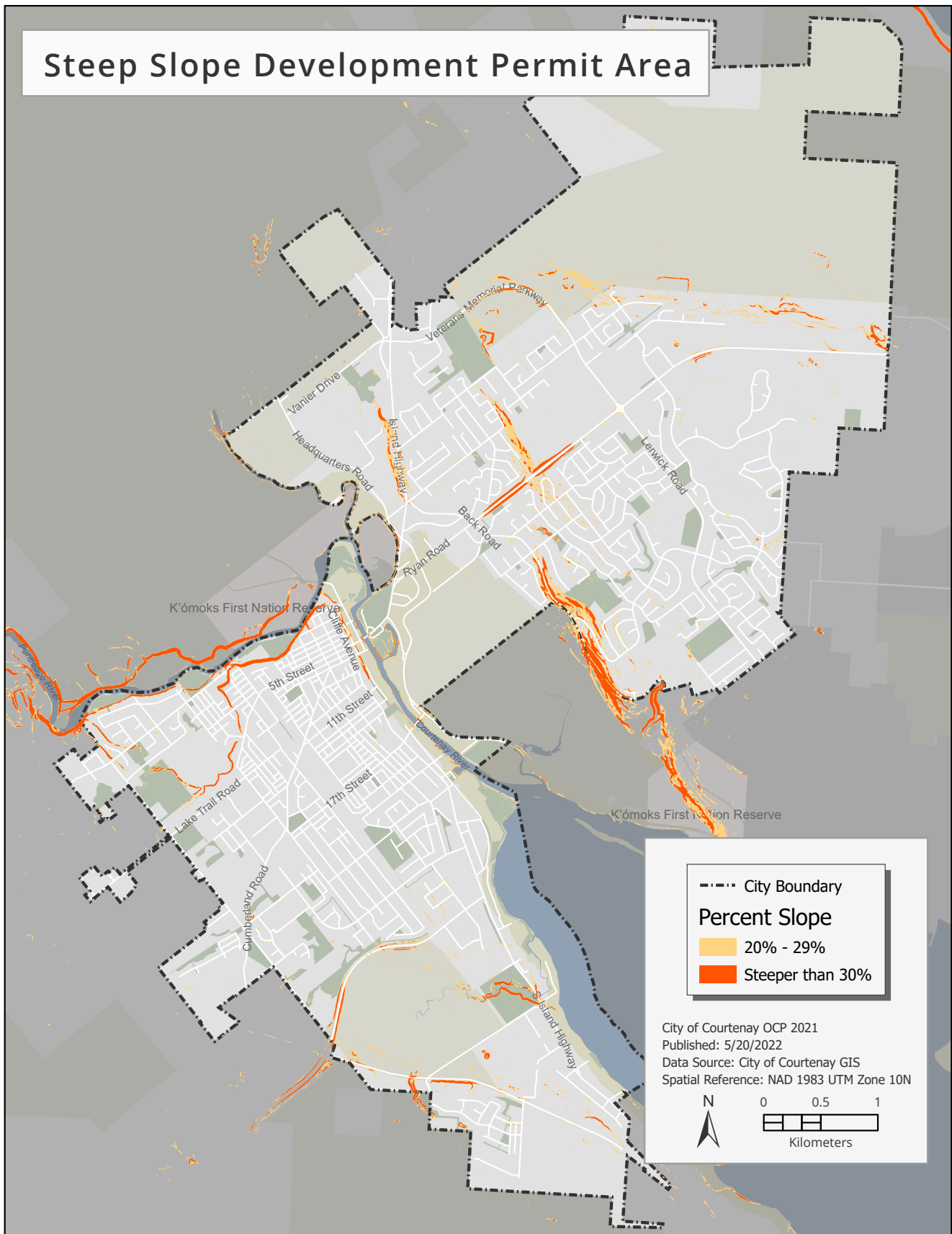
Objectives:

1. Minimize the risk to people and property from natural hazards.
2. Provide stable and accessible building sites.
3. Promote development that is appropriate for steep slope areas by respecting terrain, maintaining natural vegetation and drainage patterns.
4. Inform land owners of potential hazards and encourage development and property maintenance that is resilient to hazard risk.

Guidelines:

See *Zoning Bylaw*

Map D-7 Steep Slope Development Permit Area.



D. LOCAL AREA PLANS

Purpose and Rationale

Local Area Plans (LAPs) are detailed, place-based land use plans that are consistent with and nested within the Official Community Plan. They provide clear direction for future growth and change, guide the evaluation of development and land use applications within defined areas, and give residents, landowners, applicants, and City staff greater certainty about the type, location, and scale of development that is appropriate and supportable. LAPs complement the broader vision established in the OCP by translating citywide policy into area specific land use, infrastructure, public realm, and implementation guidance.

The OCP's growth strategy focuses new development in identified growth centres and corridors and supports moderate infill across the city. LAPs are a primary tool to plan for that change, integrate land use and transportation, coordinate servicing, and ensure climate action, equity, reconciliation, and community well-being objectives are advanced through implementation. LAPs operate alongside other development application tools in Part D, including Development Approval Information, Growth Contribution Policies, and Development Permit Area designations.

Plan Types

Three types of LAPs are recognized to reflect different growth contexts in Courtenay:

- **Greenfield Plans** – Mid-level plans for largely undeveloped areas that set the sequence of development, the general land use pattern, and the general location of major transportation routes and public utilities. They are adopted by Council, they may be initiated by the City or landowners and are required before development in Future Growth Areas or any municipal boundary extensions.
- **Infill Plans** – City-initiated plans for OCP-identified Growth Centres and corridors that manage change through strategic intensification and redevelopment, address density ranges and transitions, updated infrastructure and servicing needs, public realm and amenity improvements, heritage and environmental considerations, and implementation tools.
- **Neighbourhood Plans** – plans for smaller geographies that focus on character, design quality, and day-to-day livability. They may be standalone or nested within Greenfield or Infill Plans and provide guidance on built form and streetscape design, site and frontage treatments, heritage protection, specific locations and types of parks and amenities, pathways and local connectors, and other fine-grain elements that shape neighbourhood identity.

LAPs implement OCP direction already set out in Part B, including the requirement for a Local Area Plan prior to development approvals in select areas and the completion of Infill or Neighbourhood Plans in priority locations.

Status and Applicability

1. Consistency and Adoption

LAPs shall be consistent with the OCP and adopted by Council. They become part of the City's land use decision framework and guide rezoning, subdivision, and development permit considerations within the LAP boundary.

2. Quantified Capacity

LAPs must include quantified estimates of housing unit capacity and employment floor area at full build out, and identify the assumptions used. These estimates should align with OCP growth allocations and relevant regional targets.

3. Monitoring and Reporting

Progress toward LAP targets shall be monitored and reported through the City's five-year OCP review cycle, supported by the OCP's performance monitoring framework and annual reporting practices.

4. Hierarchy of Plans

- a. While LAPs are to be consistent with and nested within the OCP, they are also intended to provide granular direction for neighbourhood growth. As such, in the event of a conflict between a LAP and the OCP, the policies of the LAP are to take precedent, unless granted explicit Council direction otherwise.
- b. Where a Neighbourhood Plan is nested within a Greenfield or Infill Plan, the parent LAP governs in the event of conflict, unless granted explicit Council direction otherwise.

Terms of Reference

Core Requirements for All LAP's

Each LAP should generally address the following elements:

1. Planning Area and Horizon

Define the study area and its relationship to adjacent areas, along with an appropriate planning horizon that aligns with overall OCP timelines.

2. Vision and Objectives

Articulate a broad vision and objectives for the area that reflect the OCP's core directions and community priorities.

3. Land Use and Development Approach

Provide guidance on the intended land use pattern, development form, and general density considerations suitable for the area context.

4. Mobility and Access

Outline strategies for a connected, multimodal transportation network that supports walking, cycling, transit, and efficient access.

5. Municipal Servicing and Utilities

Identify servicing considerations at a conceptual level, including infrastructure needs and opportunities for sustainable design.

6. Natural Systems and Environmental Management

Address environmental features, constraints and objectives, including watershed boundaries and health, approaches to protect sensitive areas and manage flood or hazard risks.

7. Public Realm and Community Amenities

Consider where parks, open spaces, and amenities should be provided to respond to anticipated growth and enhance livability.

8. Implementation and Phasing

Provide a high-level approach to sequencing development, infrastructure delivery, and cost-sharing mechanisms where applicable. Address appropriateness of designation of Development Permit Areas to achieve LAP objectives.

9. Monitoring and Adaptation

Include a framework for tracking progress and adapting the plan over time as conditions change.

As part of the terms of reference, LAPs are required to include a comprehensive public and interest holder communication and engagement process.

Additional Terms of Reference by Plan Type

1. Infill Plans

- a. **Intensity and Transitions** — detailed directions on density ranges, height, and massing, with clear transition strategies to adjacent neighbourhoods.
- b. **Network and Public Realm Upgrades** — targeted walking, cycling, and transit improvements, curb space management, and placemaking projects that support *10-minute neighbourhoods*.

- c. **Servicing Readiness** — capacity assessments and upgrade strategies for water, sanitary, and rainwater systems, including green infrastructure retrofits.
- d. **Heritage and Environmental Integration** — area specific heritage conservation guidance and ESA protection or restoration measures.
- e. **Implementation Tools** — zoning updates, DPA guidelines, CAC and density benefit frameworks, and a phasing plan linked to amenity delivery.

2. Greenfield Plans

- a. **Sequence of Development** — a phasing plan that aligns land release with servicing and transportation capacity, and that minimizes lifecycle costs.
- b. **General Land Use Pattern** — block and lot structure, village or centre locations, and distribution of uses, with quantified capacity for housing and employment.
- c. **Major Routes and Utilities** — general location and functional hierarchy of streets, transit corridors, active mobility routes, and trunk services, with integrated rainwater management.

d. **Parks, Schools, and Community Facilities** — preliminary sites and acquisition strategies for parks, greenways, schools, and civic facilities to support complete communities.

e. **Environmental and Flood Considerations**— *Environmentally Sensitive Area* mapping, riparian setbacks, flood hazard analysis, and nature-based solutions.

f. **Implementation Tools** — servicing agreements, development cost charge alignment, zoning, DPAs, CACs, and conditions of approval tied to phasing.

3. Neighbourhood Plans

a. **Character and Design Quality**— detailed built form directions, frontage and streetscape treatments, and guidelines for day-to-day livability.

b. **Fine Grain Public Realm** — specific locations and types of parks, pocket plazas, play spaces, pathway connections, and local connectors.

c. **Housing Choices and Accessibility** — unit mix, universal design targets, and small-scale infill typologies consistent with OCP policies.

d. **Heritage and Identity** — protections for heritage features, and placekeeping or Indigenous design elements that reflect neighbourhood identity.

e. **Implementation Tools** — refined DPA guidelines, minor zoning adjustments, and an action list for near-term public realm improvements.

Initiation and Adoption

1. LAPs may be initiated by the City or landowners, subject to Council resolution.
 - a. In the event an LAP is initiated by entities other than the City, costs related to the preparation of the LAP may, at Council’s discretion, be shared between the City and the applicant(s) or may be fully funded by the applicant(s).
2. Preparation of a LAP will be guided by Terms of Reference and any Council approved scoping.
3. Adoption of a LAP by Council is required before LAP guidance is used for decisions on rezoning, subdivision, or development permits.
4. Where OCP policy is that an LAP be in place prior to new rezonings for additional density, new uses or other development, applications for rezonings for additional density, new uses or other development are strongly discouraged before Council adopts a Local Area Plan.

A landscape photograph of a wetland area. In the foreground, there is a dense field of tall, vibrant green grasses. A narrow, shallow stream flows through the center of the grasses. In the background, there are several tall, dark green evergreen trees and some deciduous trees with lighter green foliage. The sky is overcast and grey. The overall scene is a natural, outdoor setting.

PART E

LOCAL AREA PLANS

ARDEN CORRIDOR LOCAL AREA PLAN

1. Project Objective

The overarching goal of the Local Area Plan (LAP) was to engage the community in conducting comprehensive planning along the City's western boundary in order to respond to development pressure and anticipated growth in the Settlement Expansion Area (SEA), as identified in the Comox Valley *Regional Growth Strategy*. The original LAP was conducted in 2012 and has been updated with minimal revisions to reflect the 2022 OCP. No Settlement Expansion Areas are anticipated to be incorporated within the City's boundaries within the time horizon of the 2022 OCP. However, the LAP provides guidance on land use and community priorities within the City's boundaries, and provides for long-range thinking for when incorporation of the SEAs may occur.

See Map E-1 for the boundaries of the LAP area. All reference material including consultation findings, additional maps and illustrations and all analysis can be found in the *Arden Corridor Local Area Plan – Reference Plan*.

The objective of the LAP is to project and respond to anticipated growth in the Arden Corridor through regulation of land use and servicing that is in keeping with the values of the community, the identity of the City and the City's commitment to environmental protection.

A foundational principle of the Plan is that development must not be permitted to compromise environmental features of high ecological value. This principle is reflected through the policies that are contained

within the Plan. Recognizing that development necessarily has some degree of environmental impact, the goal of the Plan is to limit the extent that site disturbances have on:

- Other properties
- Critical habitats of rare and endangered species
- Fish, the waters they inhabit and the riparian areas that support them
- Nesting birds and the nests (whether occupied or not) of all raptors
- Hydrological features and function
- Watershed health at the site level and cumulatively over the entire Plan area including adjacent neighbourhoods

The Plan contains a strong emphasis on protecting environmental values in part due to the work of the Millard Piercy Watershed Stewards and Morrison Creek Streamkeepers who for over 20 years have amassed biophysical data on the watershed. Their scientifically based work has concluded that there is increasing evidence that the declining health of elements of the Millard/Piercy Watershed can be linked to land use practices and related policy. The community consultation exercises also revealed strong support for environmental values, which are expanded upon further in the Plan.

2. Plan Process

The Plan was created through the following five processes:

1. Site analysis and community vision
2. Concept options
3. Preferred land use plan development
4. Review of policy and implementation options
5. Council adoption

The public consultation strategy was designed to provide an opportunity for the entire community to participate directly in the formulation of the Arden Corridor Local Area Plan. The public consultation strategy contained the following elements:

1. Introductory workshop on site analysis, formulating plan opportunities and constraints.
2. Series of three workshops to provide opportunity for community to participate in 'design charette' of the LAP. A separate stakeholder workshop was held parallel to this process.
3. Survey.
4. Final public open house to vet the findings from the survey and the final plan principles and land use concept plan to the community.

Both the survey and workshops provided valuable information which has been the foundation of the Arden Corridor Local Area Plan.

3. Vision statement

To maintain the rural character of the community while allowing for environmentally responsible new developments that respond to the community's growth, that support a network of trails and rural roads, parks, cost-effective infrastructure systems and a diversity of housing and small home-based businesses.

4. Plan Implementation

The following sections provide the policies of the Plan, which will be used to implement the vision of the Arden Corridor LAP. The following section contains a number of overarching strategies and design principles that inform the approach and layout to the Plan. In addition, a number of more specific policies, actions, and in some cases illustrative examples, are included for each of the topic areas:

- Environment
- Mobility
- Land use (Housing; Commercial, Industrial and Institutional; Parks and Greenways)
- Servicing

Maps are provided to illustrate the study area in context with the city and adjacent Settlement Expansion Area. Data used to create the maps have come from a variety of sources including the City, Project Watershed, the Comox Valley Regional District and the Ministry of Environment. The background information, analysis and consultation outcomes for each topic area are presented in a separate reference Plan entitled *Arden Corridor Local Area Plan – Reference Plan*.

1. Roads to facilitate conservation of sensitive ecosystems, provision of open space and economical infrastructure costs.
2. Allow *infill* development on all lots. *Infill* development includes:
 - a. detached, one-story units (e.g. 'granny flats') or 'carriage house' units above detached garages.
 - b. secondary suites within the principal building.
3. Support rental and special needs housing.
4. Appropriate lot sizes will be designated upon rezoning application and shall be in accordance with the OCP.
5. Energy efficient housing construction including the use of passive design principles will be supported.
6. Sound attenuation treatments shall be accomplished within the architecture; the use of tall walls is not supported within the study area.

9. Commercial, industrial and institutional land uses

Commercial, industrial and institutional land use objectives:

- Limit new commercial/heavy industrial development.
- Allow for some small-scale home based

businesses.

- Maintain local institutional uses as community assets to be retained (e.g. Arden Elementary School).
- Restrict new institutional uses that are not consistent with the rural character.

Commercial, industrial and institutional land use policies:

1. Work with SD71 to promote Lake Trail Community School as a centre for community interaction, recreation and learning.
2. The City will support the development of a community school at Arden Elementary should the SD71 choose to pursue this option.
3. Other private schools are permissible within the Arden Corridor, subject to community consultation and other site design and servicing considerations.
4. Support the establishment of home-based businesses in existing residential areas including light industry provided it conforms to neighbourhood character and good neighbour considerations (noise, odor, etc.), and all necessary zoning regulations.
5. Re-visit the need and appropriateness of commercial uses in keeping with the neighbourhood character, as the area develops, and further boundary extension is considered, in consultation with the community.

Table E-1 Arden Corridor Local Area Plan Design Principles.

	Design Principle	How addressed in the Plan
1	Where <i>infill</i> development is permitted, it is in keeping with existing neighbourhood character.	Design guidance is provided within this Plan to provide direction on desirable building character.
2	Public trail networks should be secured especially along Piercy and Morrison Creeks and connect to key destinations within and beyond the study area.	An identified trail network in the OCP can ensure that trail opportunities are identified early in a development application process. The City may also pursue land acquisitions and access agreements to secure public use. Environmental professionals must advise on the suitability of trail locations.
3	Multiple mobility modes are provided along major roads including Arden Road, Cumberland Road and Lake Trail Road.	Updated standards that provide provisions for walkers and cyclists are identified as priorities in this Plan.
4	Preserve contiguous parcels of green space to protect against forest and habitat fragmentation.	Development proposals will be required to provide environmental studies that include ground truthed mapping of environmentally sensitive features and recommendations on how to maintain connectivity of those features.
5	Provide trail access, but not vehicle access, from new development to existing local streets.	Vehicular road access will be reviewed upon each development application in which new roads are proposed to ensure that new roads adhere to the vision of this Plan and that traffic impact to the existing neighbourhood is reduced.
6	Create clustered family oriented housing on sites close to Arden Elementary School.	The land use plan focuses growth around existing destinations and on lands that are likely to physically best support development, within the study area.
7	Require rehabilitation of creeks and wetlands as part of new developments.	Development proposals adjacent to <i>Environmentally Sensitive Areas</i> will be required to identify restoration opportunities.
8	Preserve the hydrological function of the landscape by using Low Impact Design principles.	Development proposals will be required to demonstrate how the hydrological functions and features of the site will be protected.
9	In general, support clustered forms of development, not typical tract housing.	Design guidance is provided within this Plan to provide direction on desired site layout approaches.
10	Limit crossings to streams. Where crossings are required, clear span bridge crossings are encouraged.	This is a stated policy of the Plan.

10. Parks and Greenways

Parks and Greenways Objectives:

- Expand the network of greenways as part of the municipal and regional greenways system that is connected and accessible to multiple users.
- Ensure that all homes are within service distances as stated by the OCP.
- Acquire natural parks to preserve and restore watercourses, wildlife habitat, rural landscapes, and viewsapes.

Parks and greenway policies:

1. Develop the trail network in accordance with the general connections shown on Map E-8.
2. The City will continue to provide future acquisition and development of park lands in a variety of ways including:
 - a. 5% dedication of land or cash-in-lieu at the time of subdivision, with preference to land dedication.
 - b. Dedication of *Environmentally Sensitive Areas* to the City. ESAs are excluded from the 5% dedication.
 - c. Development cost charges.
 - d. Restrictive covenants.
 - e. Working with the SD71 on a conceptual parks plan for Arden Elementary.
 - f. Purchase where appropriate.
3. Large parcel nature parks and smaller neighbourhood parks (possibly with

playgrounds) will be the park provisions in the Arden Corridors. The installation of community gardens will be considered if there is sufficient demand by residents. Sports fields are not supported.

4. Parks shall be designated within neighbourhoods in a manner that provides a highly visible presence from the public street system and connected to greenway and pedestrian routes. This includes ensuring that the majority of the park perimeter is open to the street.
5. The City will pursue securing public access to the Comox Logging Road right of way as a public trail.
6. Maintain unused road rights of way as informal greenspaces with potential to be incorporated into a formal park or greenway.
7. All trails adjacent to ESAs must be on-leash.

Parks and Greenways Actions:

1. The Parks Master Plan should include a concerted effort to establish consistent Valley-wide greenway standards, and connected greenways between jurisdictions, as defined by the *Regional Growth Strategy*, in particular in relation to the form and function of ecological greenways as distinct from recreational greenways. Aim to develop consistent standards regarding greenways such as minimum buffer distances from *Environmentally Sensitive Areas*, trail width and materials, and maintenance prescriptions. Ecological greenways will likely be wider than recreational greenways and will require intact vegetation cover. Human activity will be limited in ecological greenways.

2. Where road rights of way are to be retained for park, prepare a road closure bylaw and rezone to an appropriate park zone. The City will consider and may pursue a land swap where it is deemed in the public interest to do so including the protection of environmental values.
3. Work with landowners to acquire trail rights of way or easements as necessary to complete the trails network.
4. Establish a committee comprised of local residents to create management plans for any special use parks in the area including Tarling Park and any newly established special use parks.
5. The City will encourage and provide in-kind and where appropriate limited financial support to volunteer groups that identify and work towards key parks and greenway priorities such as signage, furnishings, revegetation and habitat enhancement goals.
6. The City will conduct a cost benefit analysis of adopting smaller trail and park maintenance equipment and of establishing less mechanized forms of trail and park maintenance.

11. Mobility

Mobility objectives:

- Contribute to a multi-modal regional transportation network with an explicit goal of increasing cycling, walking, transit and carpooling mobility modes and decreasing single occupancy vehicle modes.

- Maintain the character of rural roads.
- Maintain safe mobility networks for all road users.

Mobility policies:

1. The rural road character will be maintained where feasible for collector and residential roads within the study area. Variances to the engineering specifications for roads within the study area will be supported where they are necessary to maintain the rural character.
2. When local roads, that are currently within the CVRD/MOTI jurisdiction, become under the City's jurisdiction upon approved Boundary Extension, the local roads will primarily remain 'as is' and will not be developed to an urban standard, recognizing that the character of roads have impact on the overall character of the community.
3. Protect and promote the rural character of local roads by encouraging informal native landscaping, roadside ditches, narrow road widths and pervious surface treatments on public lands and private lands.
4. Require that large trees be maintained, wherever it is safe to do so as indicated by an ISA certified arborist, along Arden Rd, Lake Trail Rd and Cumberland Rd in order to preserve the rural character of these roads and provide a visual buffer between these roads and adjacent land uses.
5. Balance safety, 'dark skies', wildlife and aesthetic considerations when reviewing requests for the installation of street lights.

6. Ensure that safe provisions for walking and cycling are provided on Cumberland Rd, Arden Rd and Lake Trail Rd, recognizing that the primary strategy for accommodating walking and cycling in the Arden Corridor is through the development of a functional and safe greenway network that complies with *Crime Prevention Through Environmental Design* (CPTED) best practices.
7. Work with BC Transit to maximize access to transit by considering new routes, frequency and timing of service improvements, non-conventional transit service options, and/or park and ride facilities if there is sufficient demand from residents.
8. Should the opportunity arise to obtain rights of way along Cumberland Rd, Lake Trail Rd, Arden Rd and Comox Logging Rd to support a separated multi-path, this option shall be considered.
9. The City's preference for crossings over streams include clear spanned bridges. Such approaches to stream crossings shall be first explored before alternatives are considered.
10. A vehicular crossing over Morrison Creek along Arden Rd is not desired. A cycling/pedestrian bridge is supported.
11. Roundabouts will be considered for intersection treatments.

Mobility Actions:

1. Amend *Subdivision and Development Servicing Bylaw* to include engineering specifications for rural collectors and rural residential roads that are in keeping with the character and use of these roads.

2. Work with School District 71, the school principal and Parent Advisory Committees to designate safe walking/cycling routes to school plans to Arden Elementary and to address issues related to student drop-off/pick-up.

12. Servicing

Servicing Objectives:

- Retain effective open channel stormwater management in order to promote natural hydrological functioning of the area, specifically stream health.
- Ensure safe, environmentally responsible and cost effective methods of sewage waste management.
- Ensure safe drinking water to all residents within the City's jurisdiction in the form of municipal servicing.

Servicing policies:

*For all municipal services
(Stormwater, Sanitary Sewer and Water)*

1. Prior to Boundary Extension within the Arden Corridor, conduct studies to ensure that the condition of servicing assets and need for new servicing commensurate with growth are understood.
2. Any private servicing infrastructures (including, but not limited to, strata developments) are required to create and submit to the City maintenance manuals for the maintenance of said servicing infrastructures.

3. Municipal service and private service intrusion into *Environmentally Sensitive Areas* shall be minimized. The location of the necessary roads and other facilities required to maintain such services shall take into consideration environmental impact.

Sanitary Sewer

On lands within the study area, support the efforts of the Vancouver Island Health Authority (and the Comox Valley Regional District where septic systems are within their geographical boundaries) to:

1. Enforce regulations respecting approval, the correct operation, maintenance, and inspection of on-site sewage disposal systems; and
2. Provide ongoing public education program about the correct operation, maintenance, and inspection of on-site sewage disposal systems.

Potable Water

Maintain potable groundwater by:

1. Supporting the CVRD and the Province to monitor groundwater quality and quantity;
2. Supporting education campaigns about protecting groundwater quality, water conservation for private well and municipal water users.

Electricity

Work with BC Hydro to establish a road standard that accommodates underground electrical services as well as the open channel stormwater system.

Stormwater Management

1. Retain an open-channel stormwater drainage system comprised of watercourses, ditches, floodplains, storm ponds of varying designs (dry, wet, wetland, on-stream, off-stream) and other water quality and environmental features, some of which are privately owned while others are publically owned.
2. The stormwater management approach shall follow the follow 'hierarchy' on all sites:
 - a. Firstly, every attempt shall be made to introduce source controls, and must be demonstrated by an engineering study that such an attempt has been made;
 - b. Introducing upstream detention facilities is a second preferred option;
 - c. Enclosing stormwater in a piped, underground system should be considered only as a last resort.
3. Stormwater capacity studies must demonstrate that a site's stormwater approach will not result in added pressure on downstream stormwater infrastructure.
4. Where stormwater detention ponds are created the design of such ponds shall follow these guidelines:
 - a. Aim for a decentralized stormwater pond system of many ponds located suitably to service localized needs;

- b. More and smaller ponds is preferred over few larger ponds, including on individual sites where such an approach is appropriate;
 - c. Ponds shall be designed to be 'natural' and aesthetic and should ensure that there is adequate topsoil and planting with a variety of native aquatic and riparian species under the guidance of a landscape architect and/or Registered Professional Biologist proficient in wetland landscaping practices;
 - d. Stormwater ponds and other stormwater facilities that service strata or commercial developments shall be privately owned.
5. Where the stormwater approach to a site contains practices such as bioswales, raingardens, added topsoil requirements, on private lots, a covenant may be required to be registered on title to ensure that property owners are aware of their stormwater features and how to properly maintain them. The City may consider an educational approach in some instances instead of a covenant.

Servicing Actions:

- 1. Complete area specific studies (in order of priority) on Stormwater, Sanitary Sewer and Water servicing.
- 2. Incorporate updated studies of Stormwater, Sanitary Sewer, Water as they are completed to ensure the Arden Corridor LAP remains current.

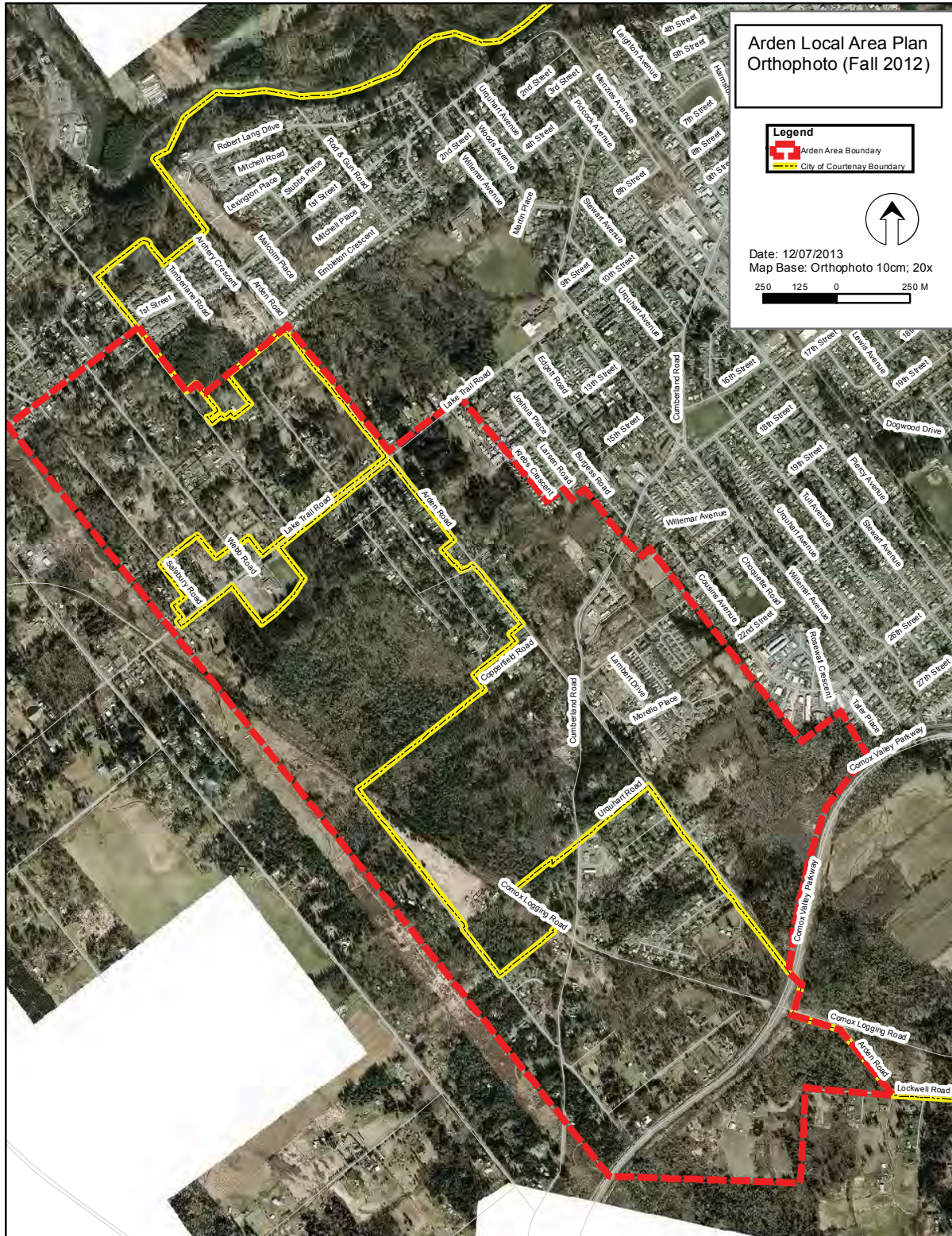
13. Arden Area development checklist

A list of questions is provided within the *Arden Corridor Local Area Plan – Reference Plan* to guide development applicants through the range of performance metrics that staff will be evaluating the development.

Appendix A – Arden Corridor LAP Maps

A note on the accuracy of mapping and its intended use:

In some cases information displayed on the maps is based on aerial photography and remote sensing data. Where data has not been ground-truthed, these maps provide a conceptual understanding of the information presented and may require further ground-truthing to determine accurate boundaries of features shown in the maps. The maps should be used as information only and not as basis for legal land survey. Maps have not been updated since original adoption of the Arden Corridor Local Area Plan December 16, 2013.



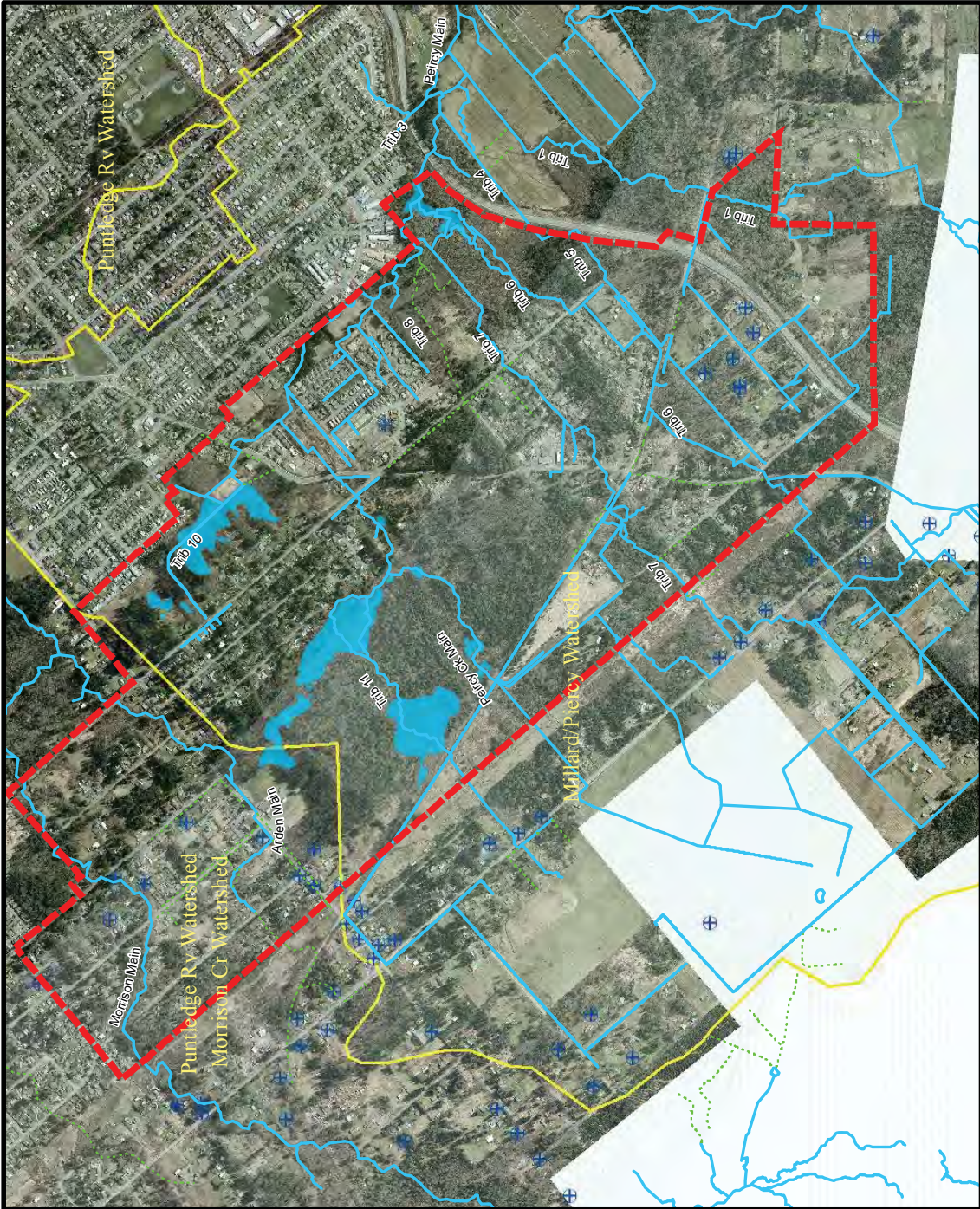
Map E-1



Note: Areas coloured yellow represent properties already re-zoned. Some of these areas are developed.

Arden Local Area Plan Water Courses, Wells, and Aquifers

Map 3



	Arden Area Boundary
	Watershed Boundary
	Ground Water Wells
	Aquifer
Wetlands	
	Confirmed fish presence
Comox Valley Watercourses	
	Confirmed fish presence
	Unknown fish presence

A note on the accuracy of mapping and its intended use: In some cases information displayed on the maps is based on aerial photography and remote sensing data. Where data have not been ground truthed, these maps provide a conceptual understanding of the information presented and may require further ground truthing to determine accurate boundaries. The maps should be used as information only and not as basis for legal land survey.

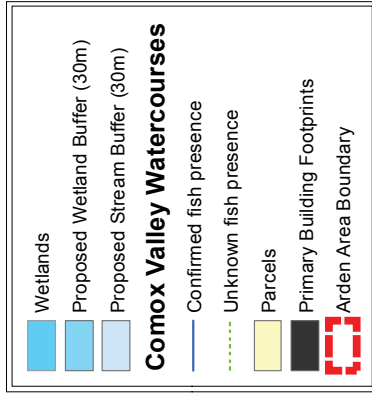
Date: 12/07/2013
Map Base: Orthophoto 10cm; Project Watershed



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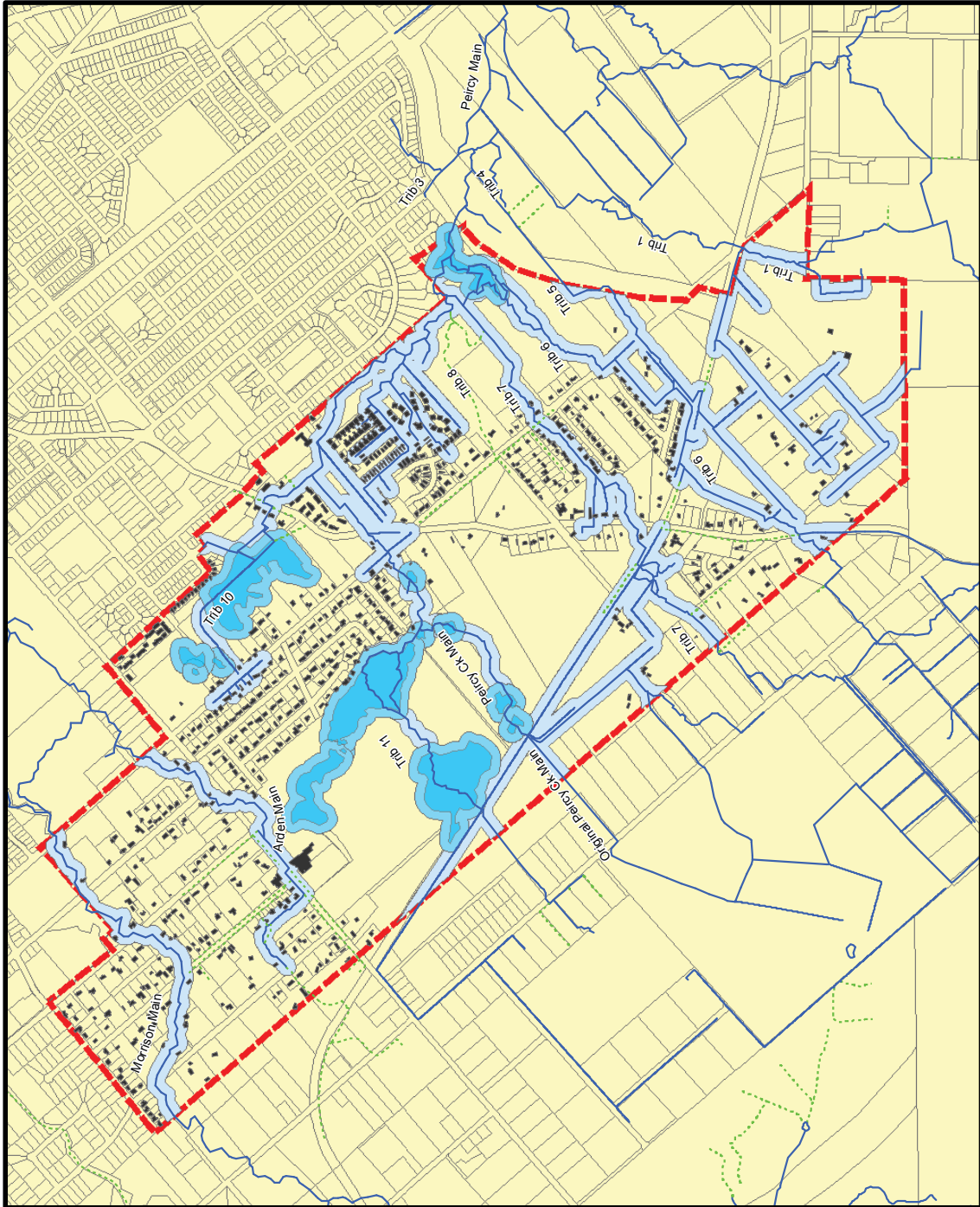
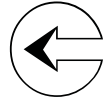
Arden Local Area Plan Proposed 30m Riparian Buffer (30 m each side)

Map 4



A note on the accuracy of mapping and its intended use: In some cases information displayed on the maps is based on aerial photography and remote sensing data. Where data have not been ground truthed, these maps provide a conceptual understanding of the information presented and may require further ground truthing to determine accurate boundaries. The maps should be used as information only and not as basis for legal land survey.

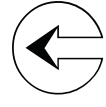
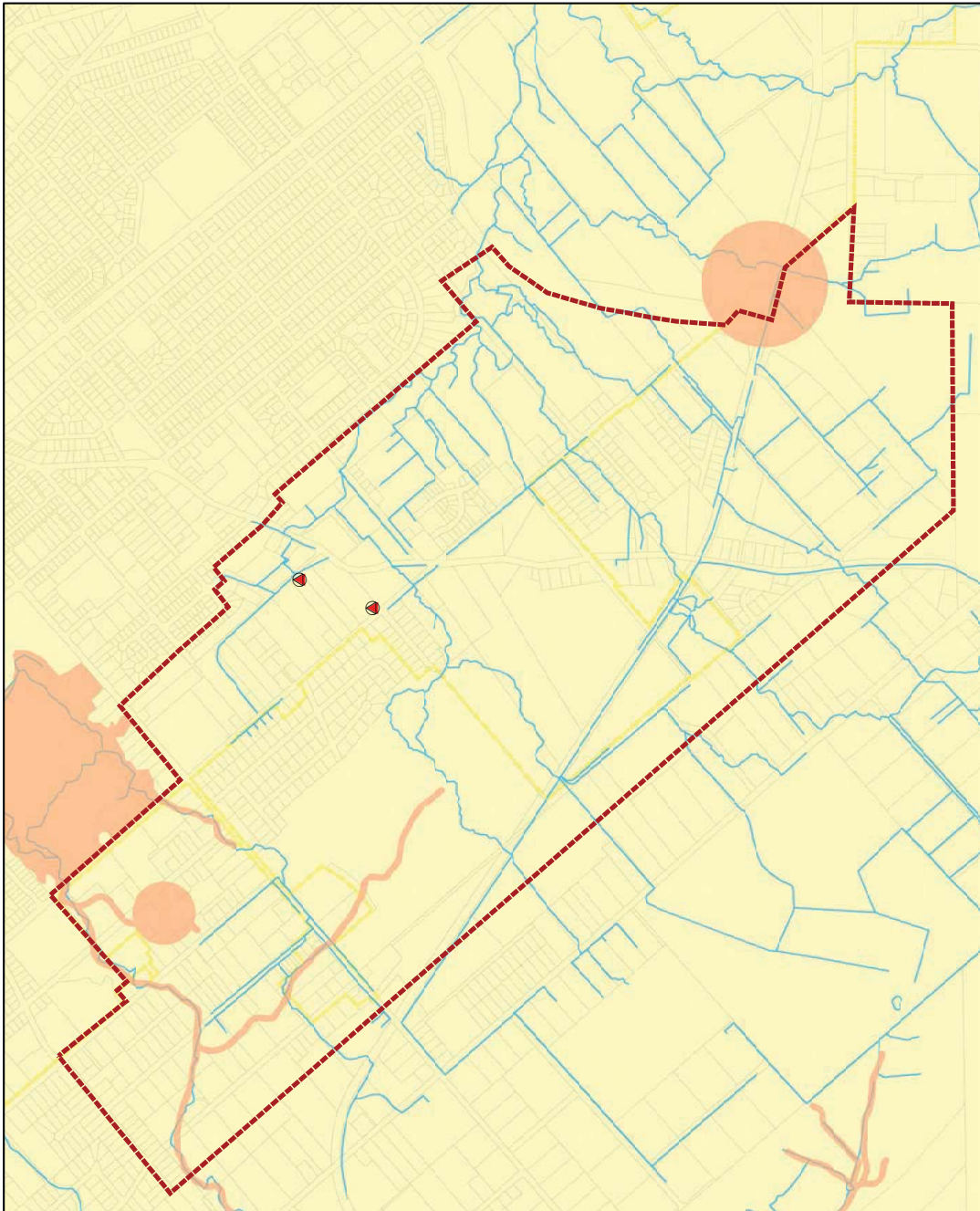
Date: 12/07/2013
Map Base: CVRD and City of Courtenay Parcels, Project Watershed



Source: City of Courtenay, CVRD, and City of Courtenay Parcels, Project Watershed

Arden Local Area Plan Rare Species

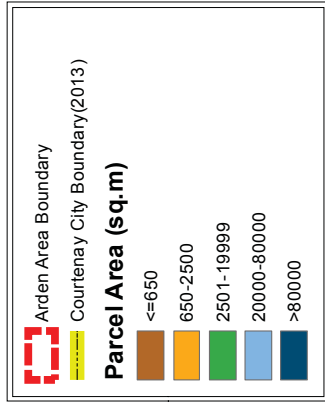
Map 5



Date: 23/08/2013
 Map Base: CVRD and City of Courtenay Parcels
 330 165 0 330 M

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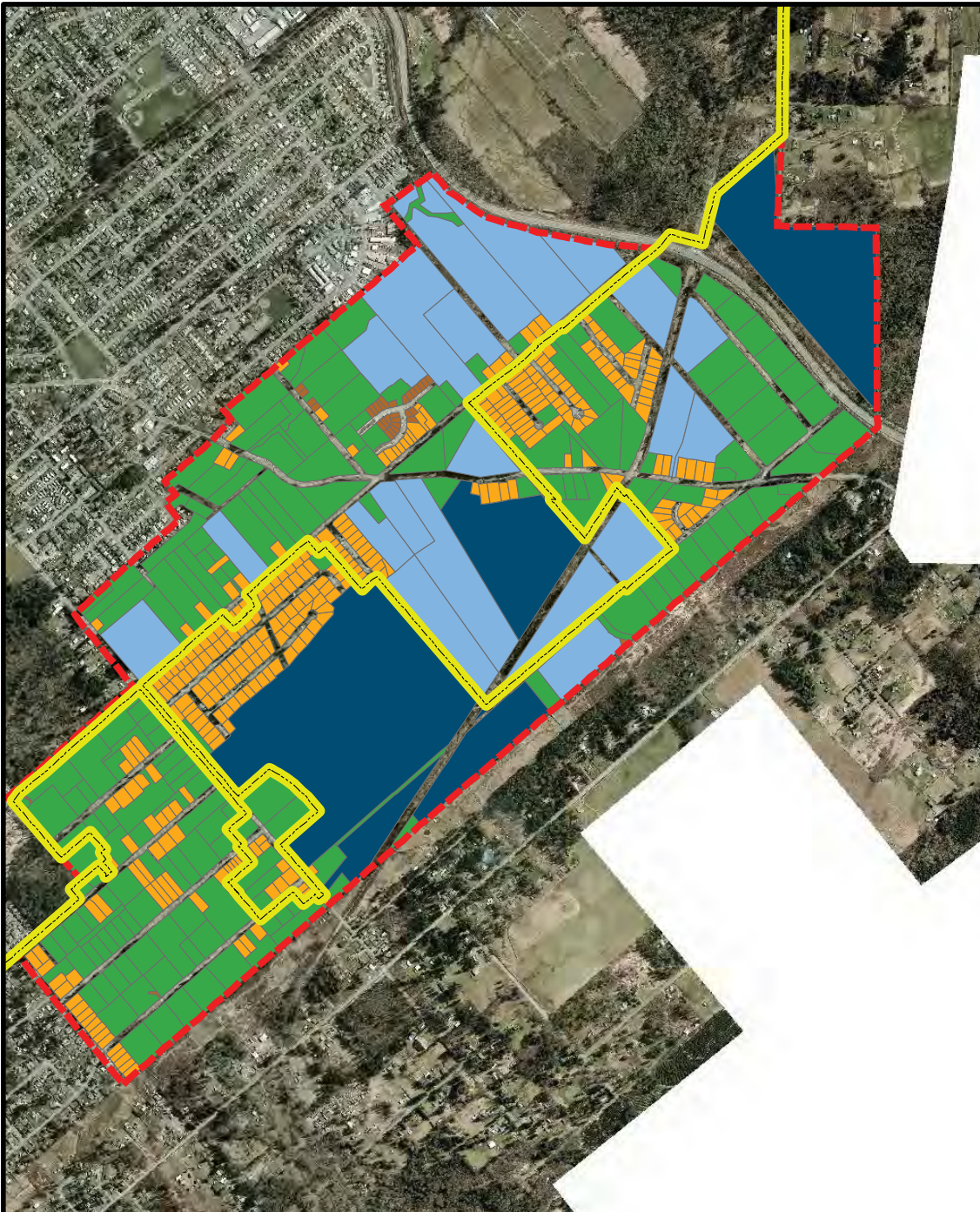
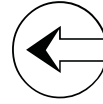
ArdenLocal Area Plan Parcels by Size



Map 6

A note on the accuracy of mapping and its intended use: In some cases information displayed on the maps is based on aerial photography and remote sensing data. Where data have not been ground truthed, these maps provide a conceptual understanding of the information presented and may require further ground truthing to determine accurate boundaries. The maps should be used as information only and not as basis for legal land survey.

Date: 12/07/2013
 Map Base: Orthophoto 10cm; City of Courtenay, CVRD



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Arden Local Area Plan Community and Neighbourhood Parks Level of Service Map 7

Legend

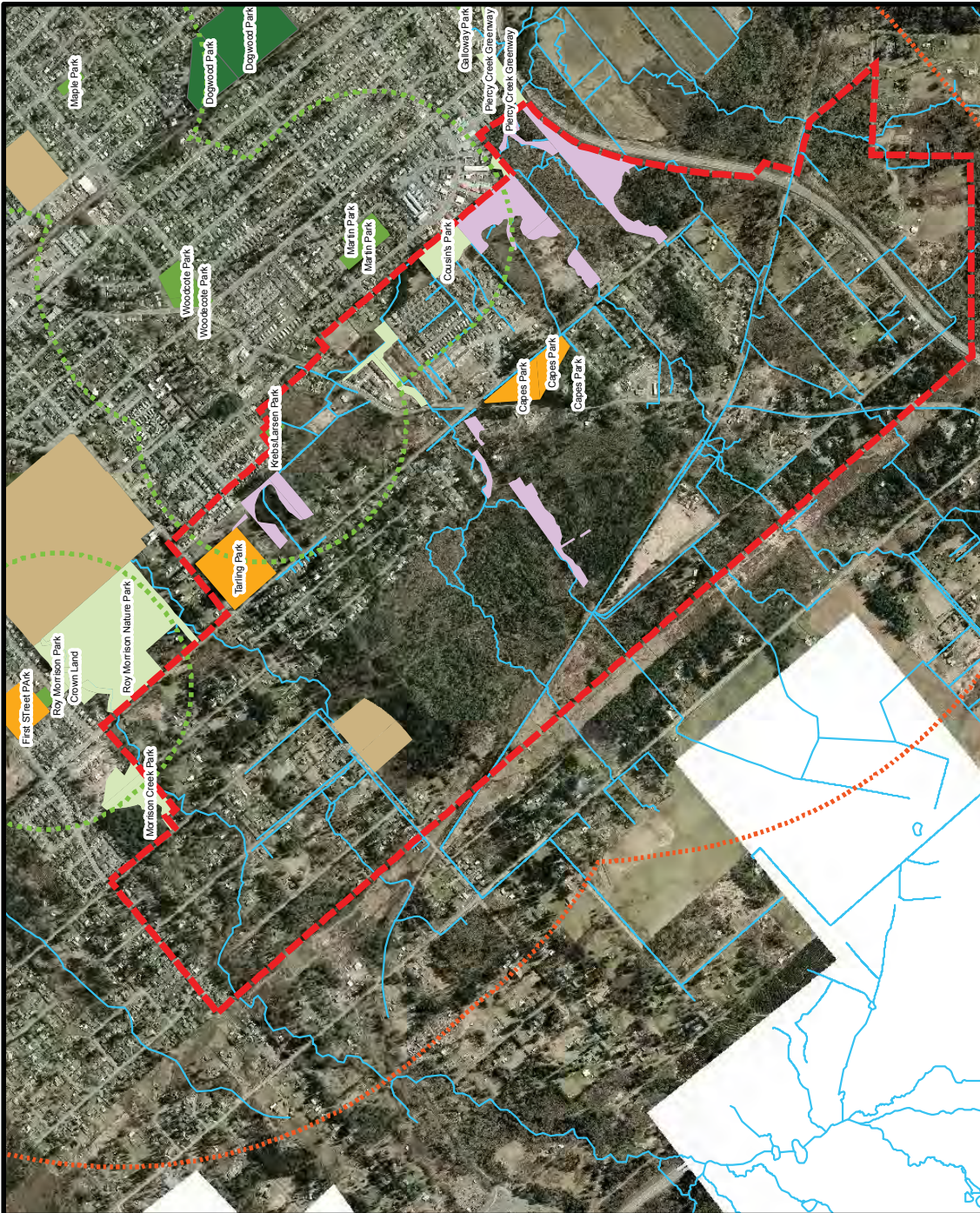
- Arden Area Boundary
- Neighbourhood Park Service Distance: 400m
- Community Park Service Distance: 1500m

Parks Classification

- Community Park
- Future Greenspace
- Neighbourhood Park
- Special Use Greenway
- Special Use Park
- School

A note on the accuracy of mapping and its intended use: In some cases information displayed on the maps is based on aerial photography and remote sensing data. Where data have not been truthed, these maps provide a conceptual understanding of the information presented and may require further ground truthing to determine accurate boundaries. The maps should be used as information only and not as basis for legal land survey.

Date: 12/07/2013
Map Base: Orthophoto 10cm; City of Courtenay



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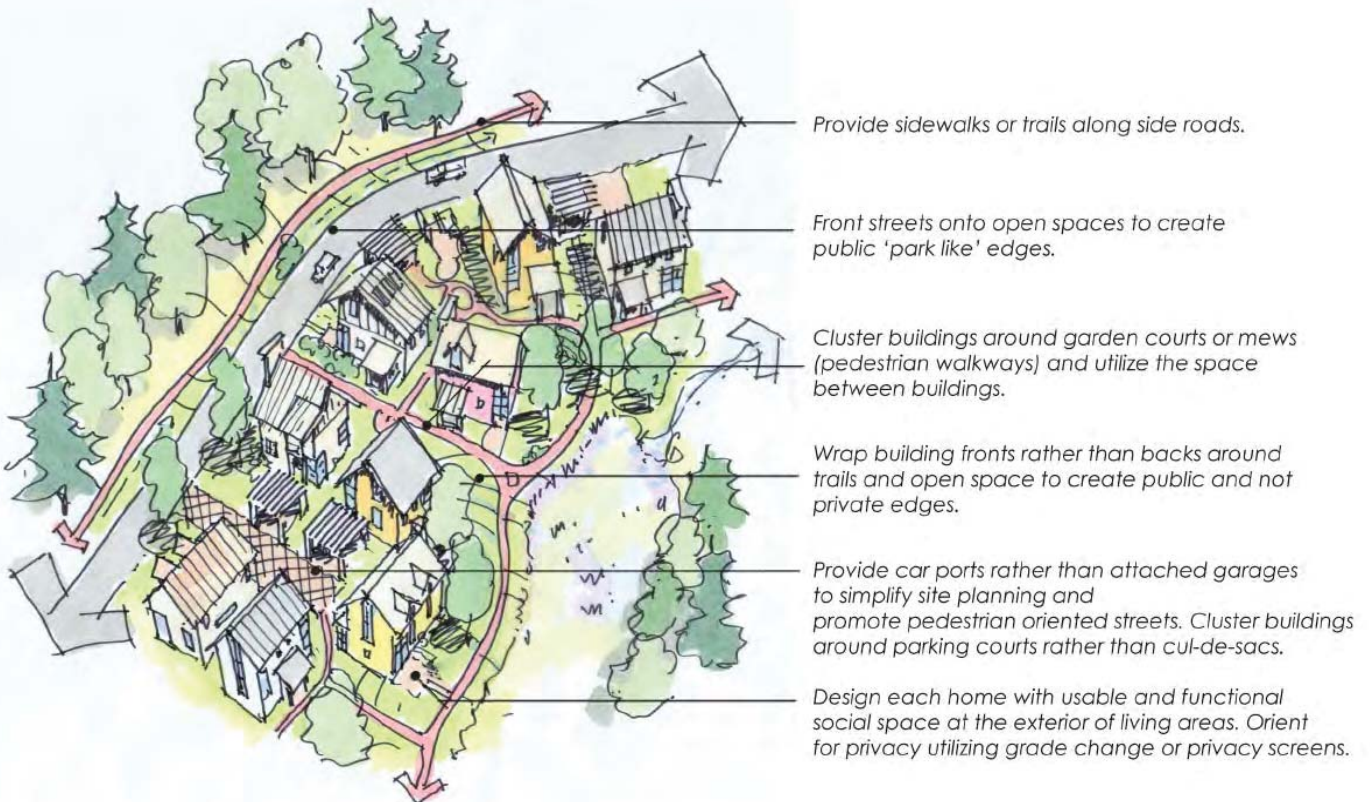
Map E-8

Conceptual Land Use Plan for the Arden Corridor



Appendix B - Arden Corridor LAP Illustrations

The illustrations on the following pages provide examples of the types of layout and building designs that are desired in the Arden Corridor.



Rear yards do not provide eyes on the park (or open space corridors)

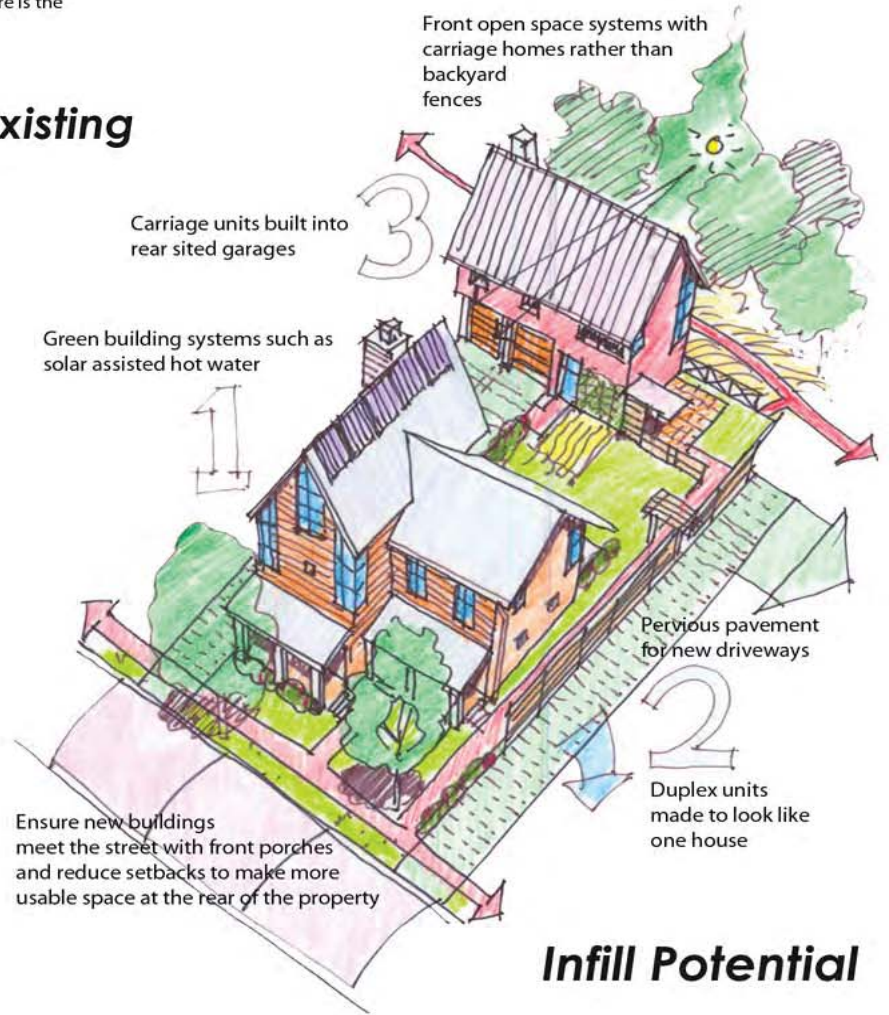


Setbacks do not encourage the siting of 'rear sited' garages
Allow for driveways in setbacks

'Front loaded' garages make the street feel like a service lane - where is the front door?

Infill development is permitted in a large part of the study area. Infill development generally occurs at an incremental pace, resulting in slow changes to the neighbourhood. Where infill is proposed, it must be consistent with the direction of this Plan. These illustrations shows examples of the types of elements that can be modified on a property to help achieve the Vision of the Plan.

Existing



Front open space systems with carriage homes rather than backyard fences

Carriage units built into rear sited garages

Green building systems such as solar assisted hot water

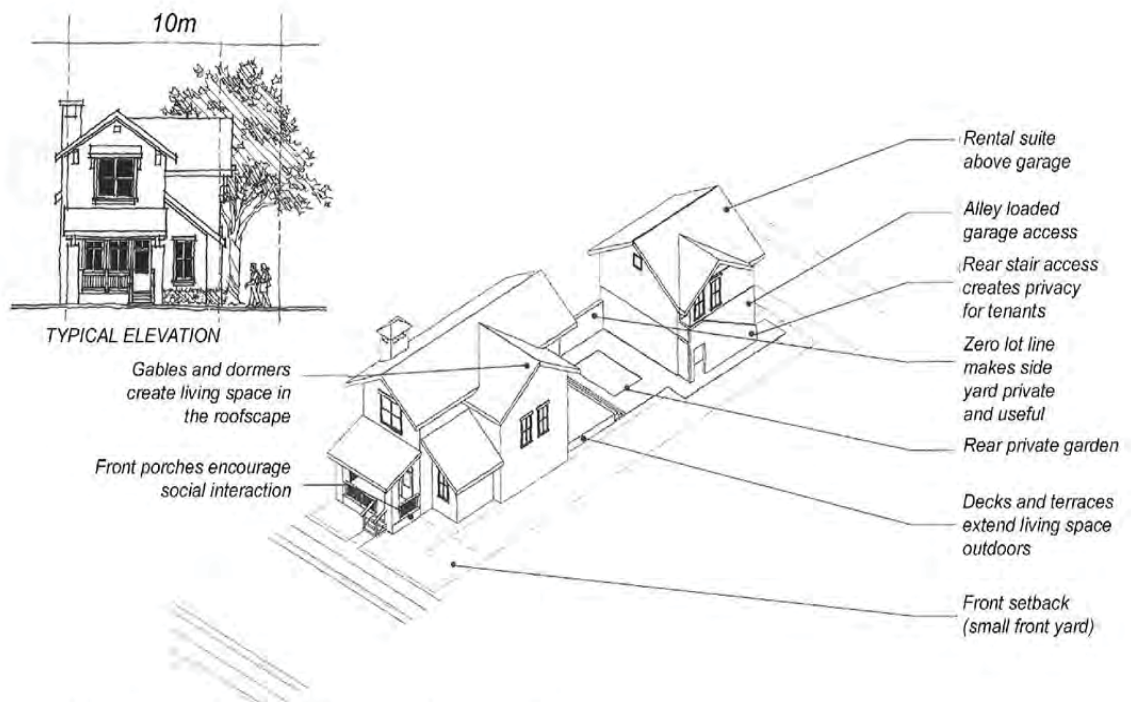
Pervious pavement for new driveways

Duplex units made to look like one house

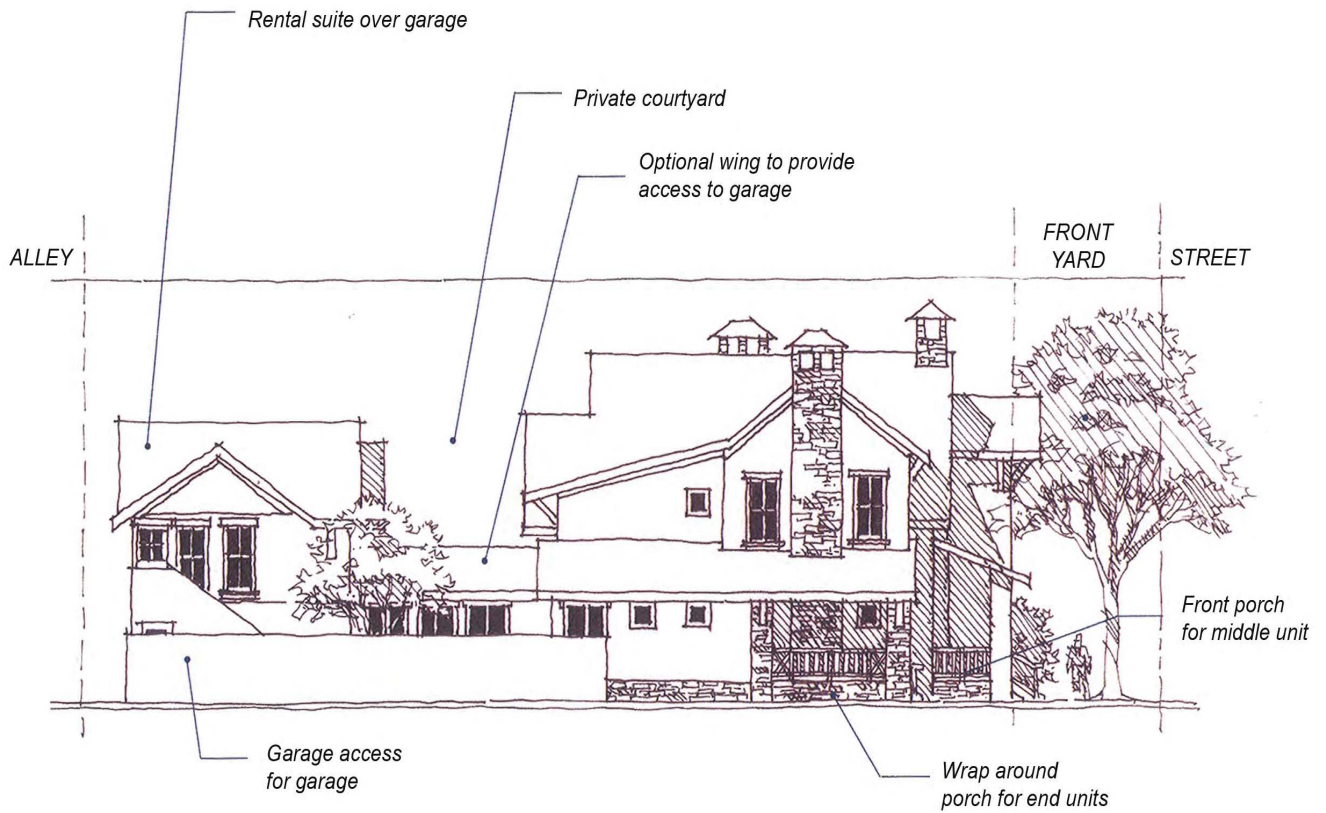
Ensure new buildings meet the street with front porches and reduce setbacks to make more usable space at the rear of the property

Infill Potential

These images provide examples of building design that can help to achieve a suitable character for the neighbourhood.



Typical Traditional Neighbourhood Small Lot Housing



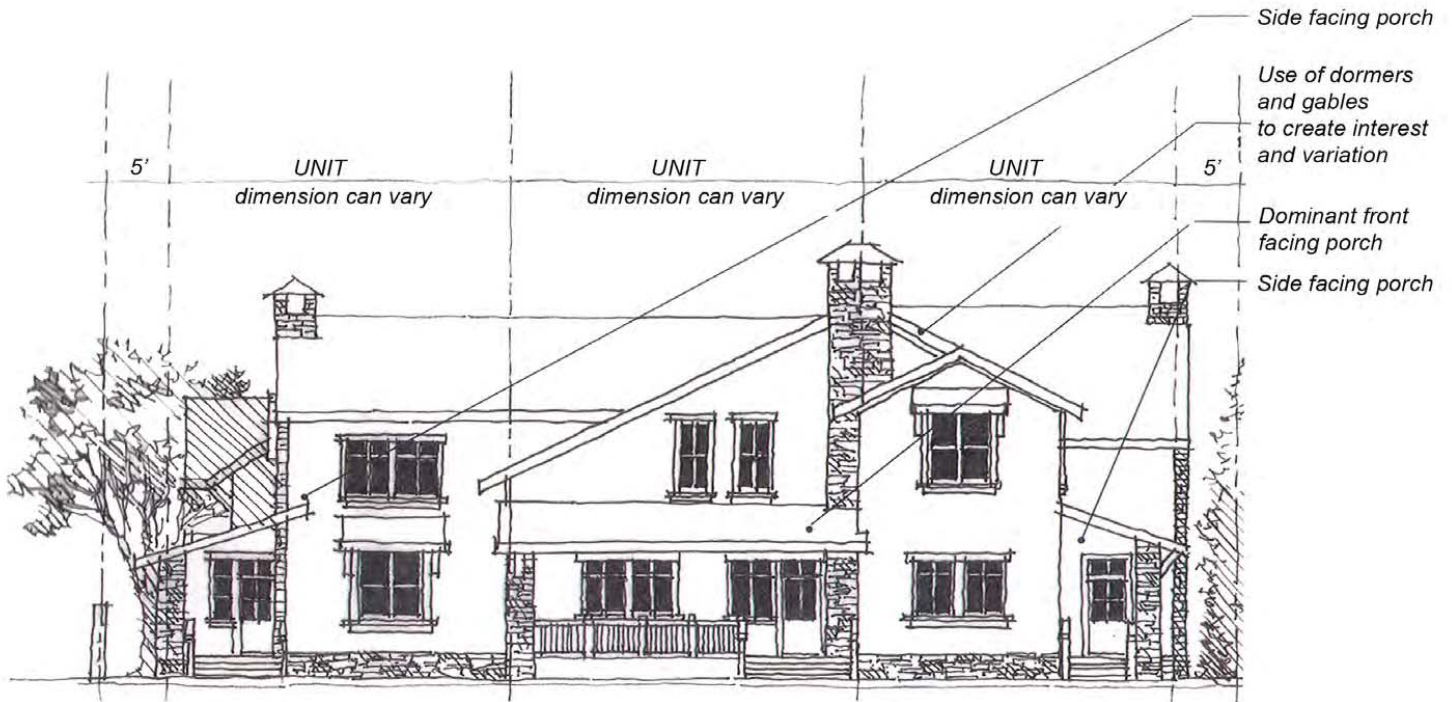
TYPICAL TARDINESS NEIGHBOURHOOD HOME - SIDE ELEVATION

12 units per acre in triplex configuration
 Requires 90' frontage x 120' depth lot dimensions
 Blends into single family neighbourhoods

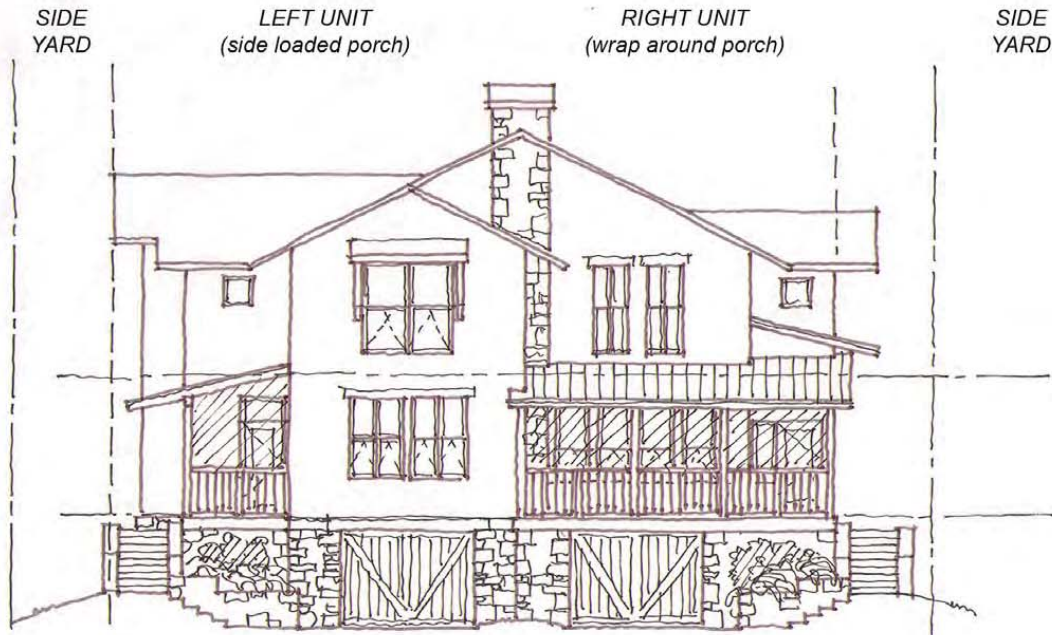


TYPICAL TRADITIONAL NEIGHBOURHOOD HOME - TYPICAL FORM BASED ZONING DIAGRAM

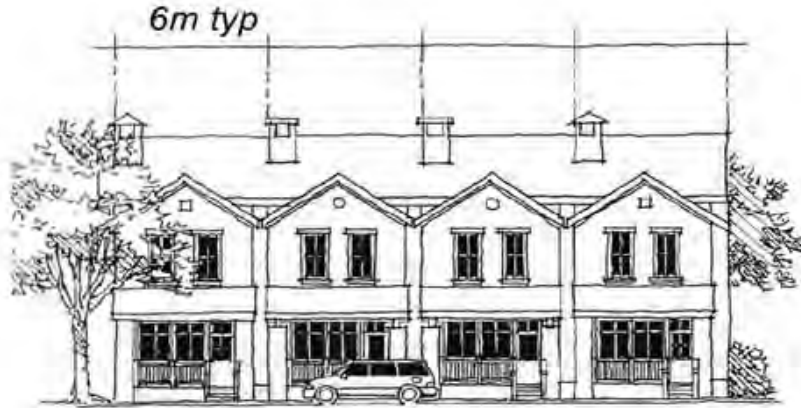
12 units per acre in triplex configuration
 Requires 70' frontage x 100' depth lot dimensions
 Blends into single family neighbourhoods



TYPICAL TRADITIONAL NEIGHBOURHOOD HOME - FRONT ELEVATION
 12 units per acre in triplex configuration
 Blends into single family neighbourhoods



TYPICAL TRADITIONAL NEIGHBOURHOOD HOME - FRONT ELEVATION - INFILL DUPLEX
 12 units per acre in duplex configuration
 Requires 70' frontage x 100' depth lot dimensions
 Blends into single family neighbourhoods
 Can be built without alley access

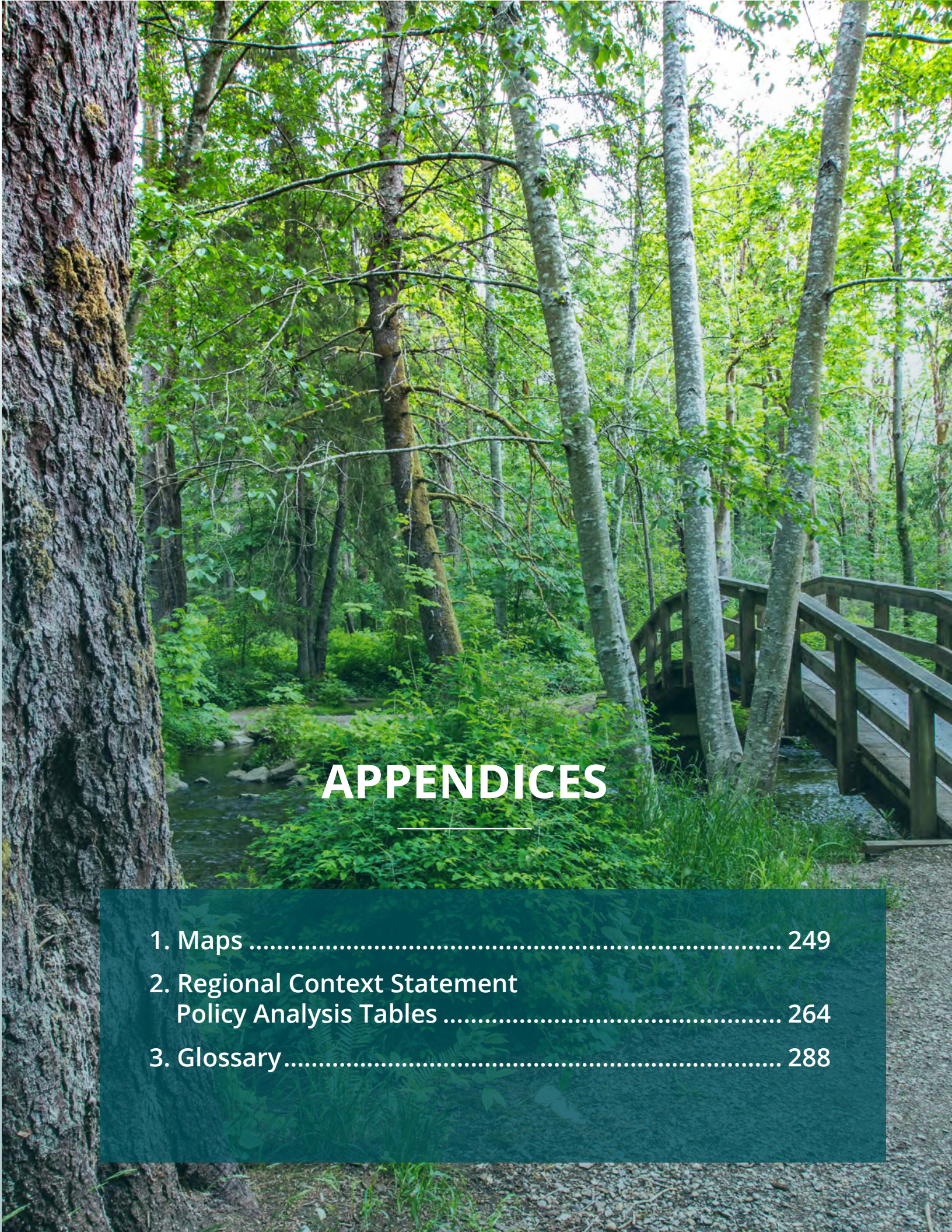


These images show a more traditional form of density in the form of ground oriented row houses which are generally designed as a 'repeating pattern' of homes oriented in the same direction. The multiplexes on the previous pages may employ more creative designs to avoid the 'repetitious' look.

6M WIDE ROWNHOMES
Typical Elevation/ Volumetric



Low Rise Multi Family Housing Options

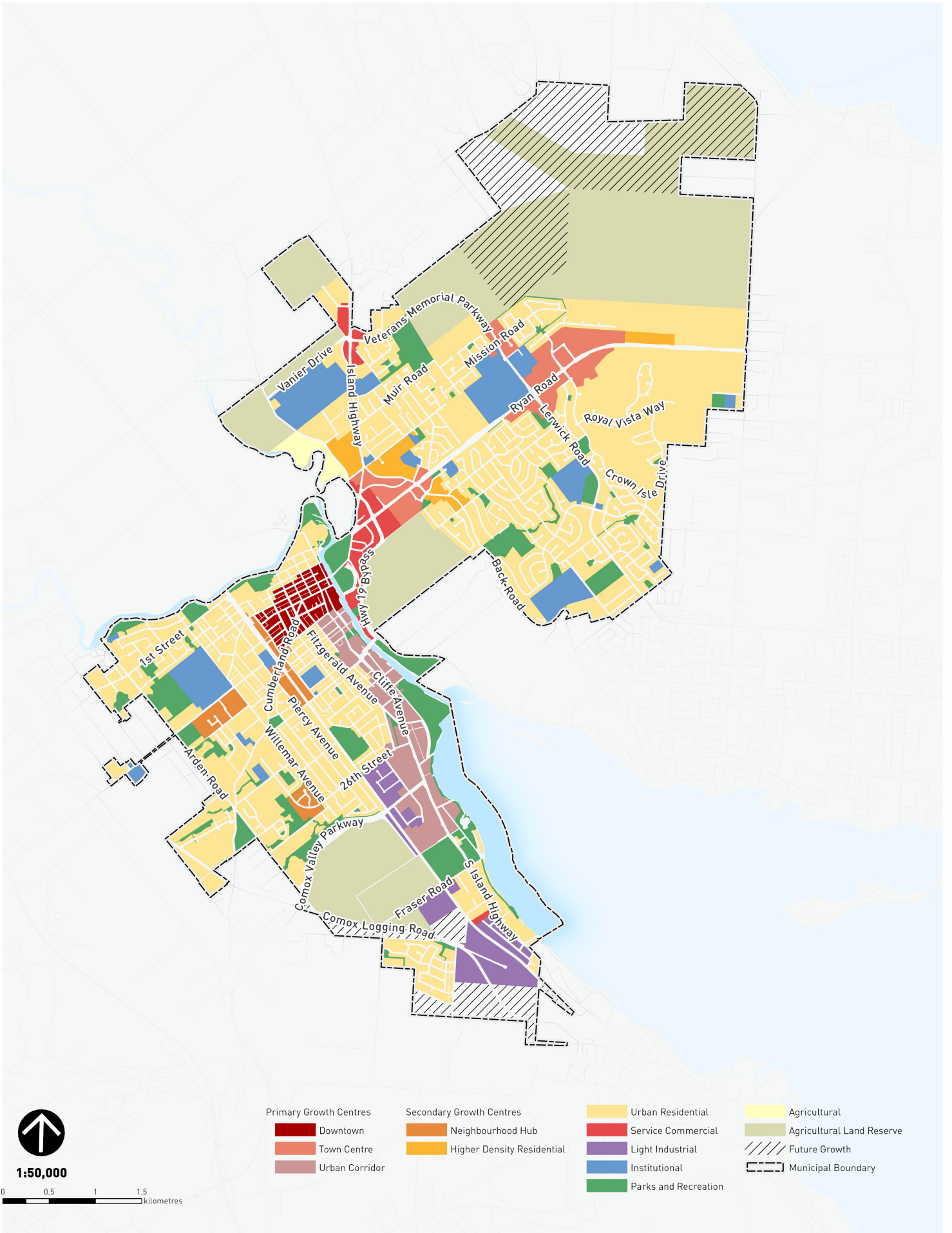


APPENDICES

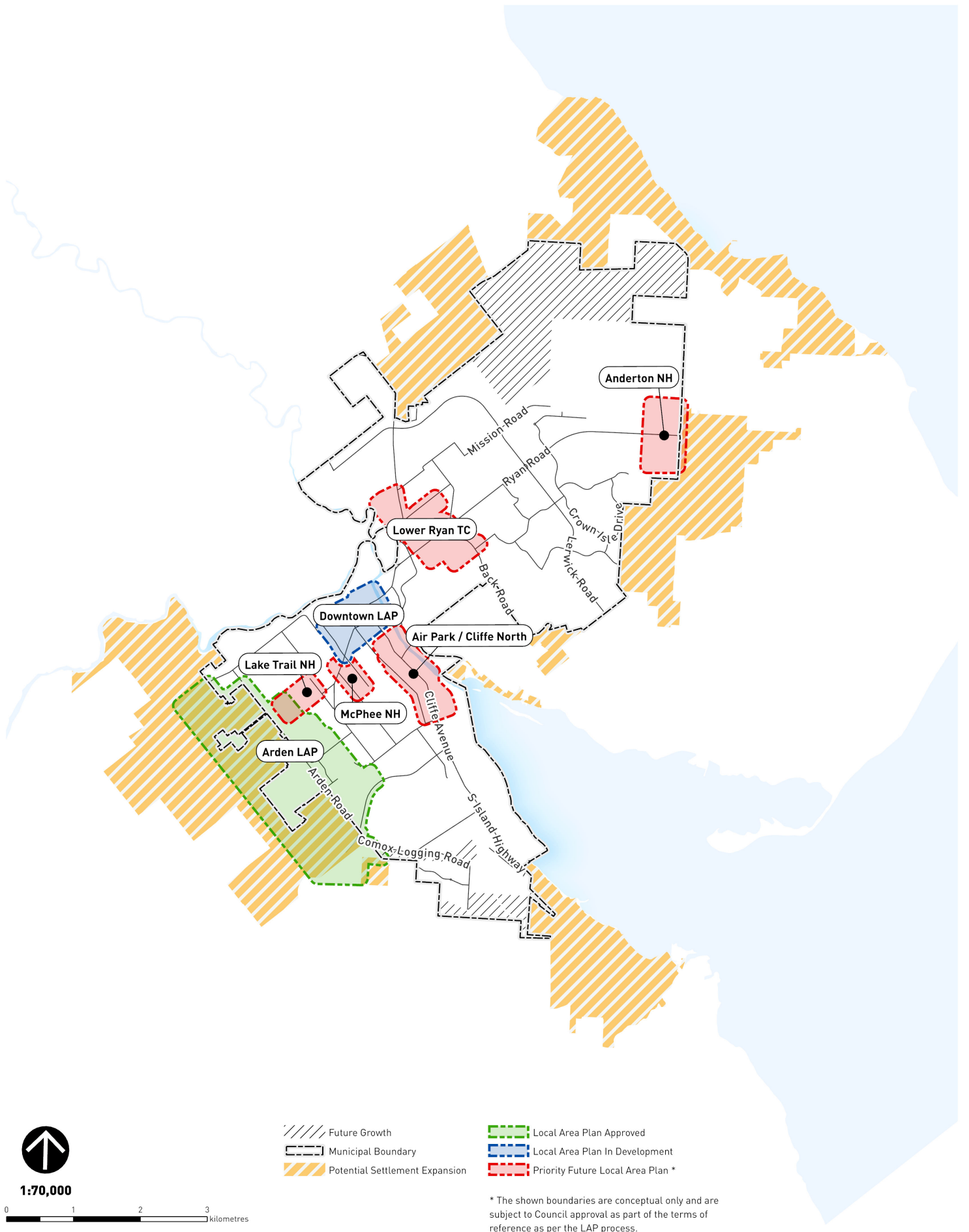
1. Maps	249
2. Regional Context Statement Policy Analysis Tables	264
3. Glossary	288



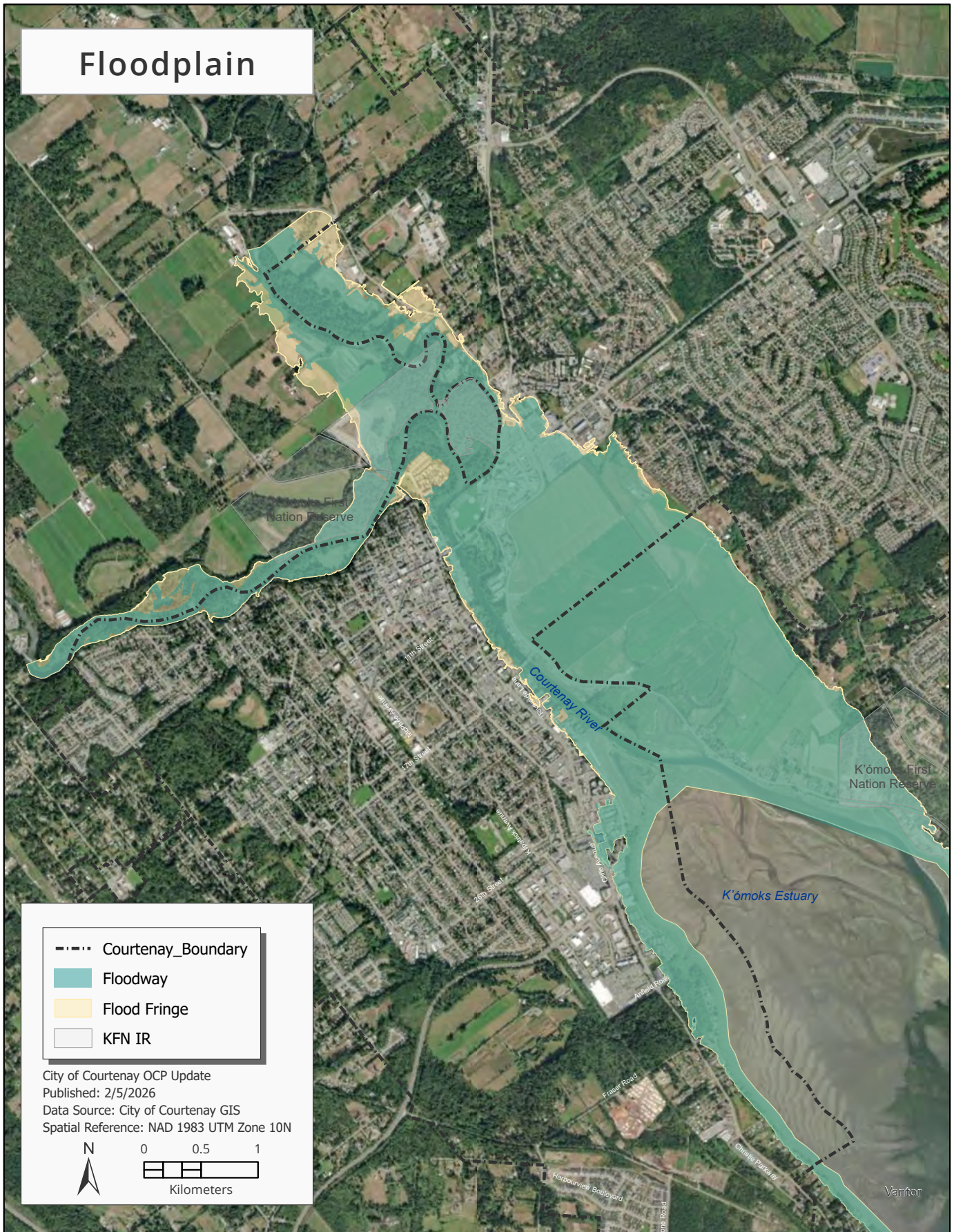
APPENDIX 1 – MAPS



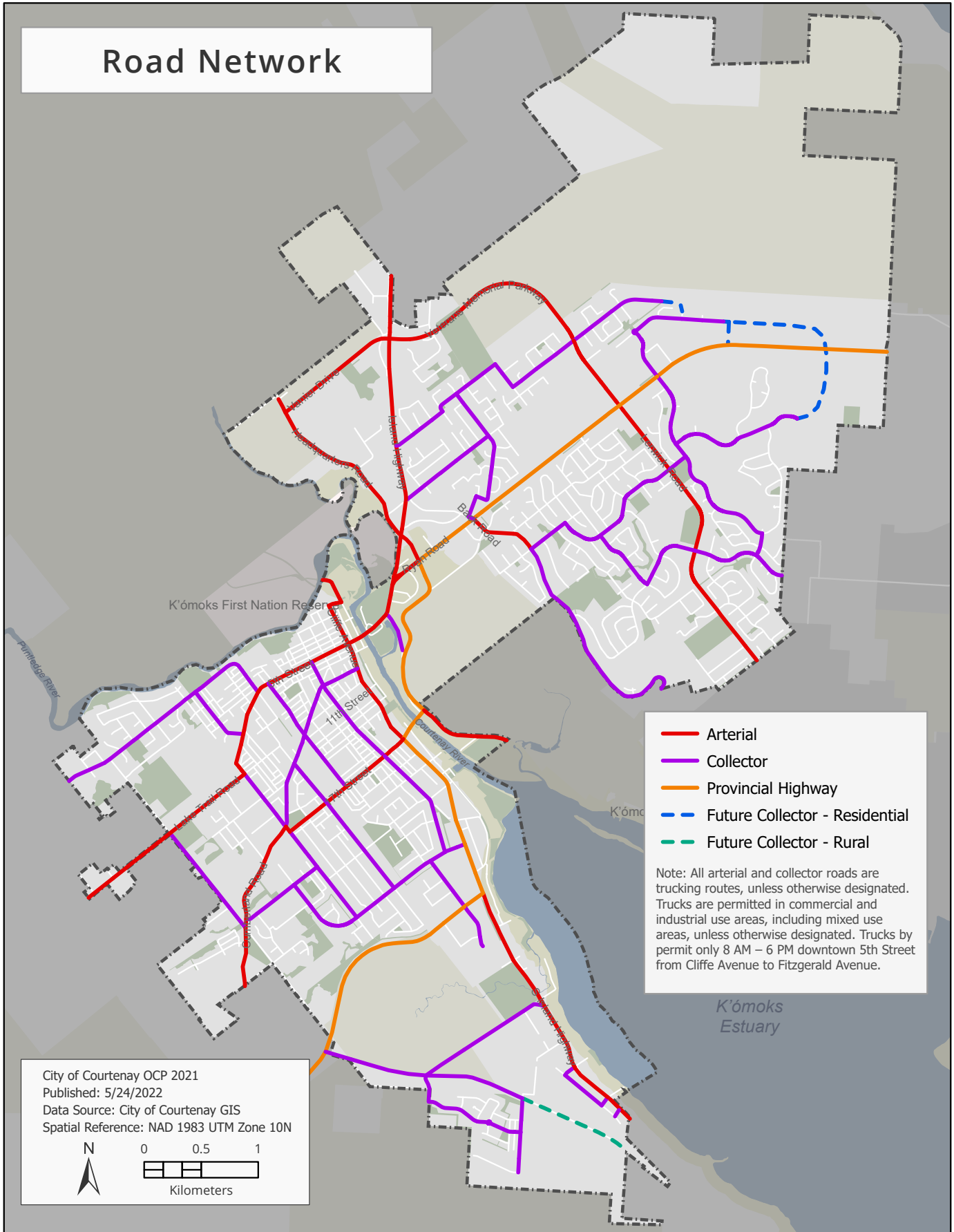
APX 1a Land Use Designations.



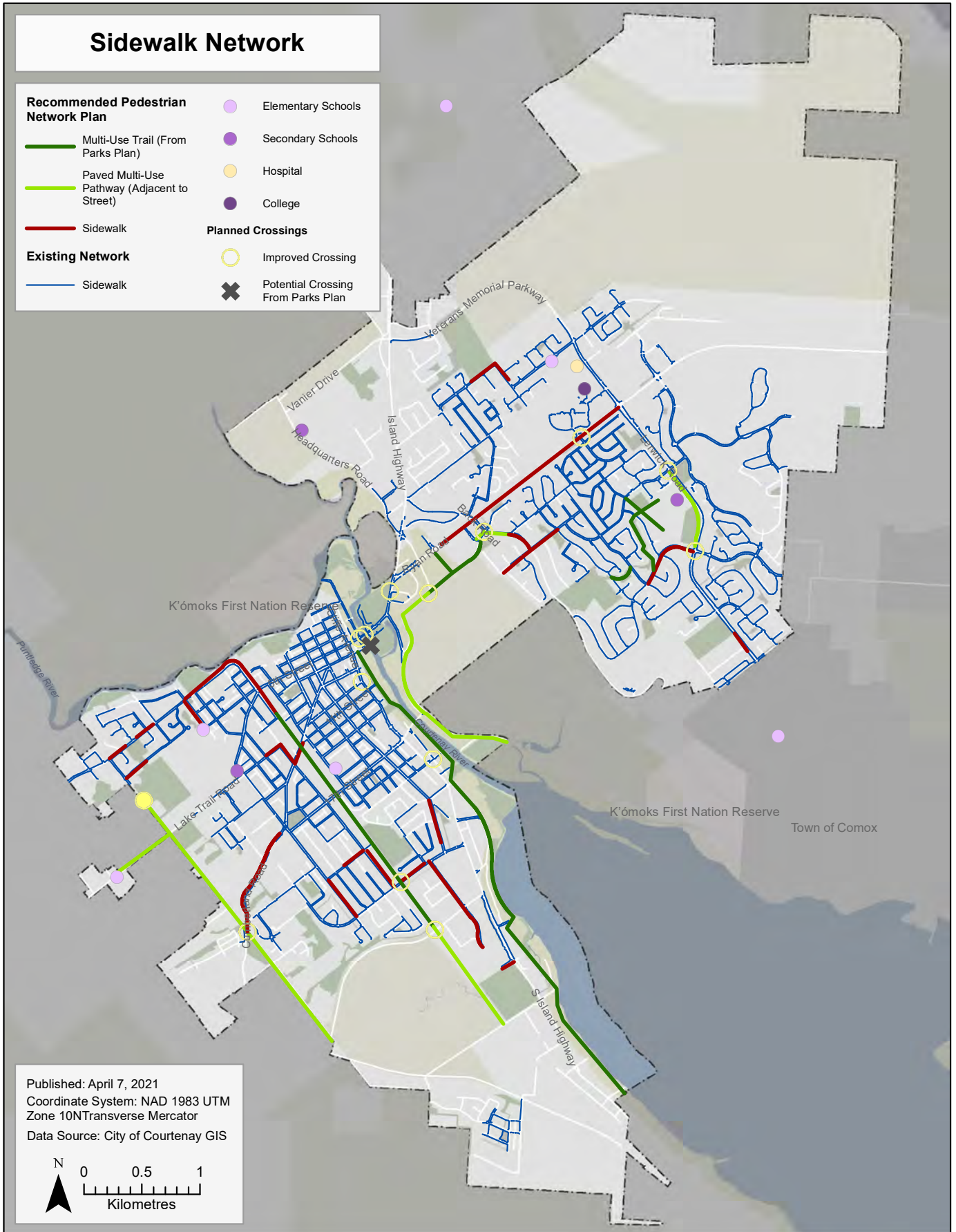
APX-1b Existing and Proposed Local Area Plan (LAP) Boundaries and Potential Settlement Expansion Areas



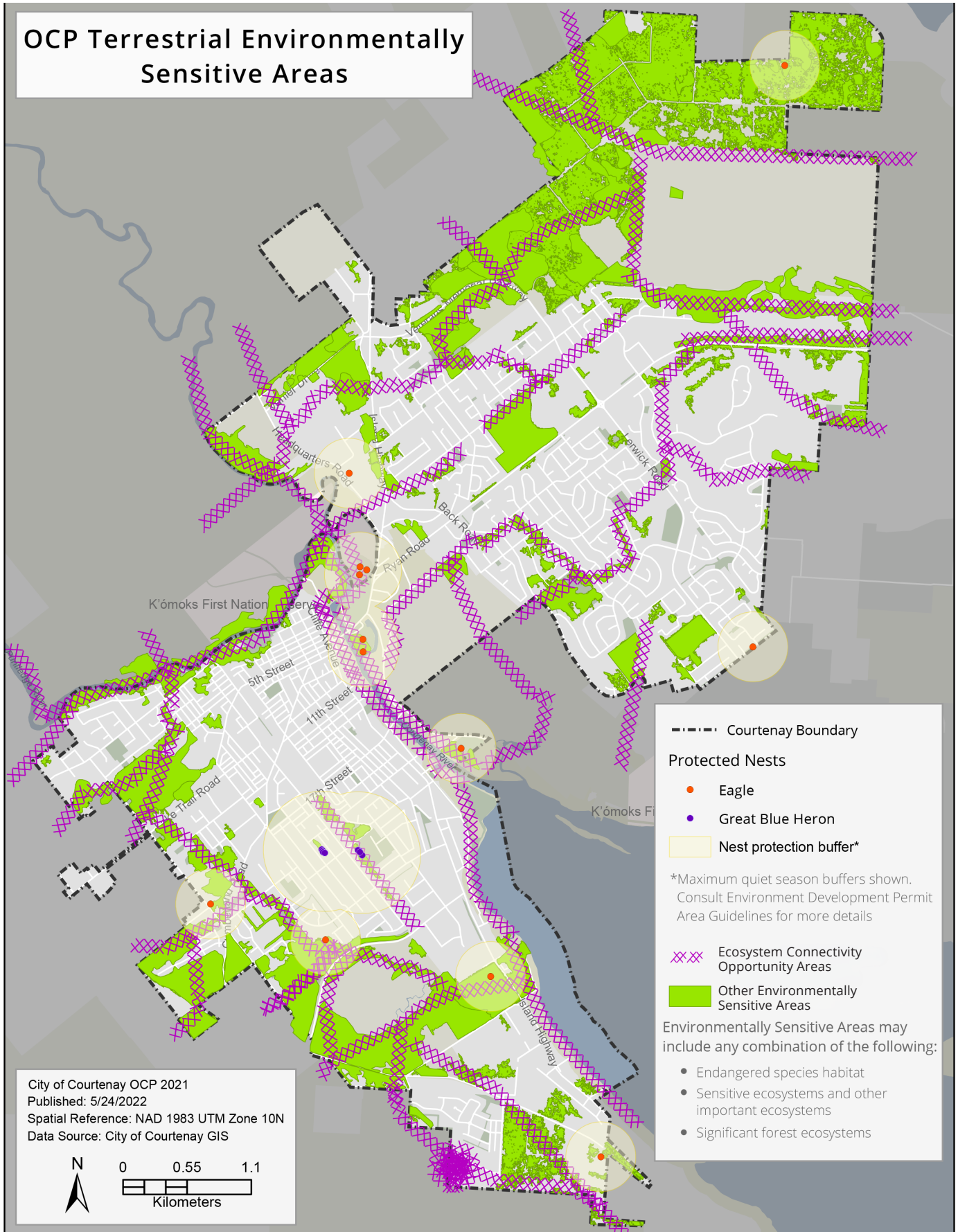
Map APX-2 Floodplain



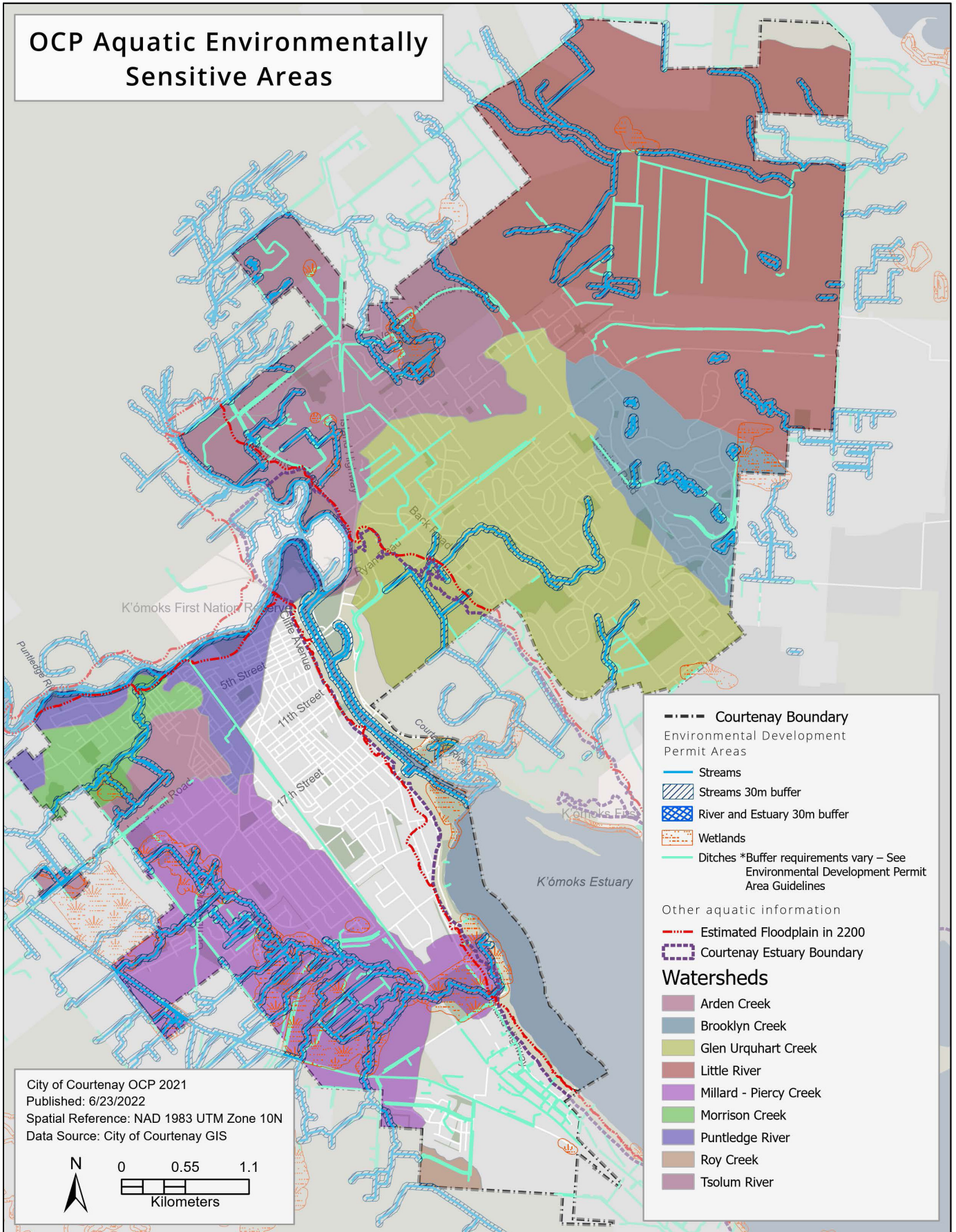
Map APX-3 Road Network



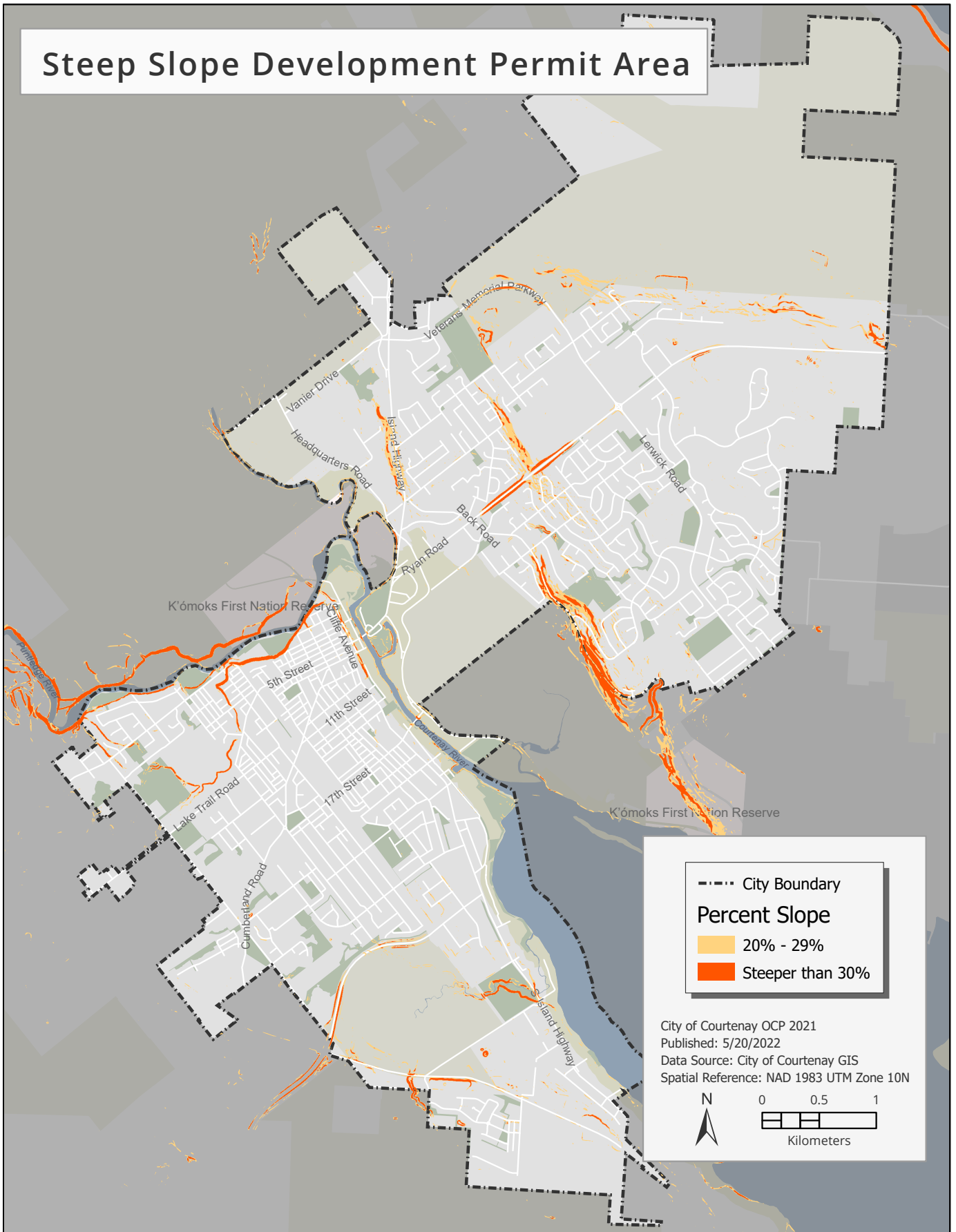
Map APX-5 Sidewalk Network



Map APX-6 Terrestrial Environmentally Sensitive Areas

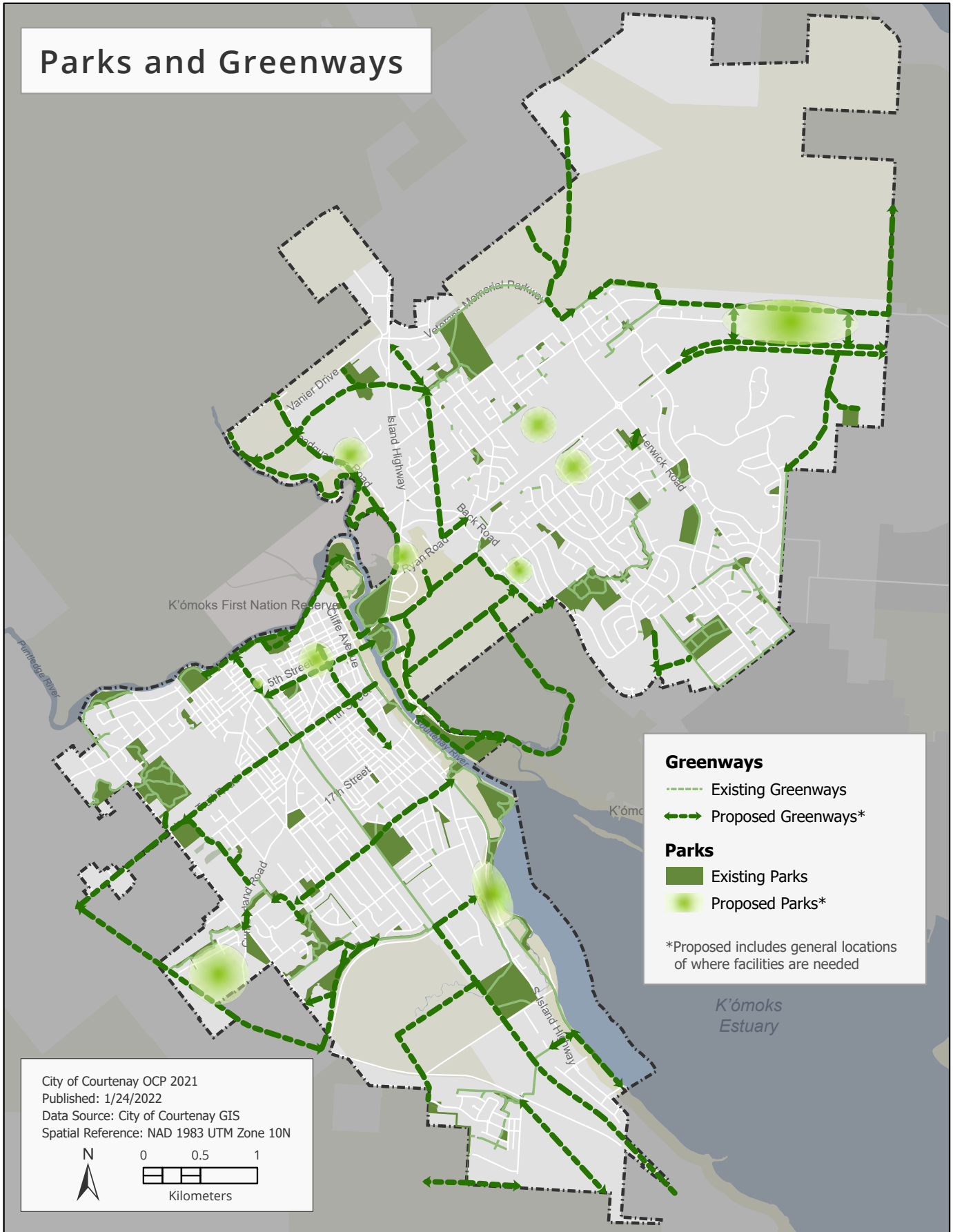


Map APX-7 Aquatic Environmentally Sensitive Areas

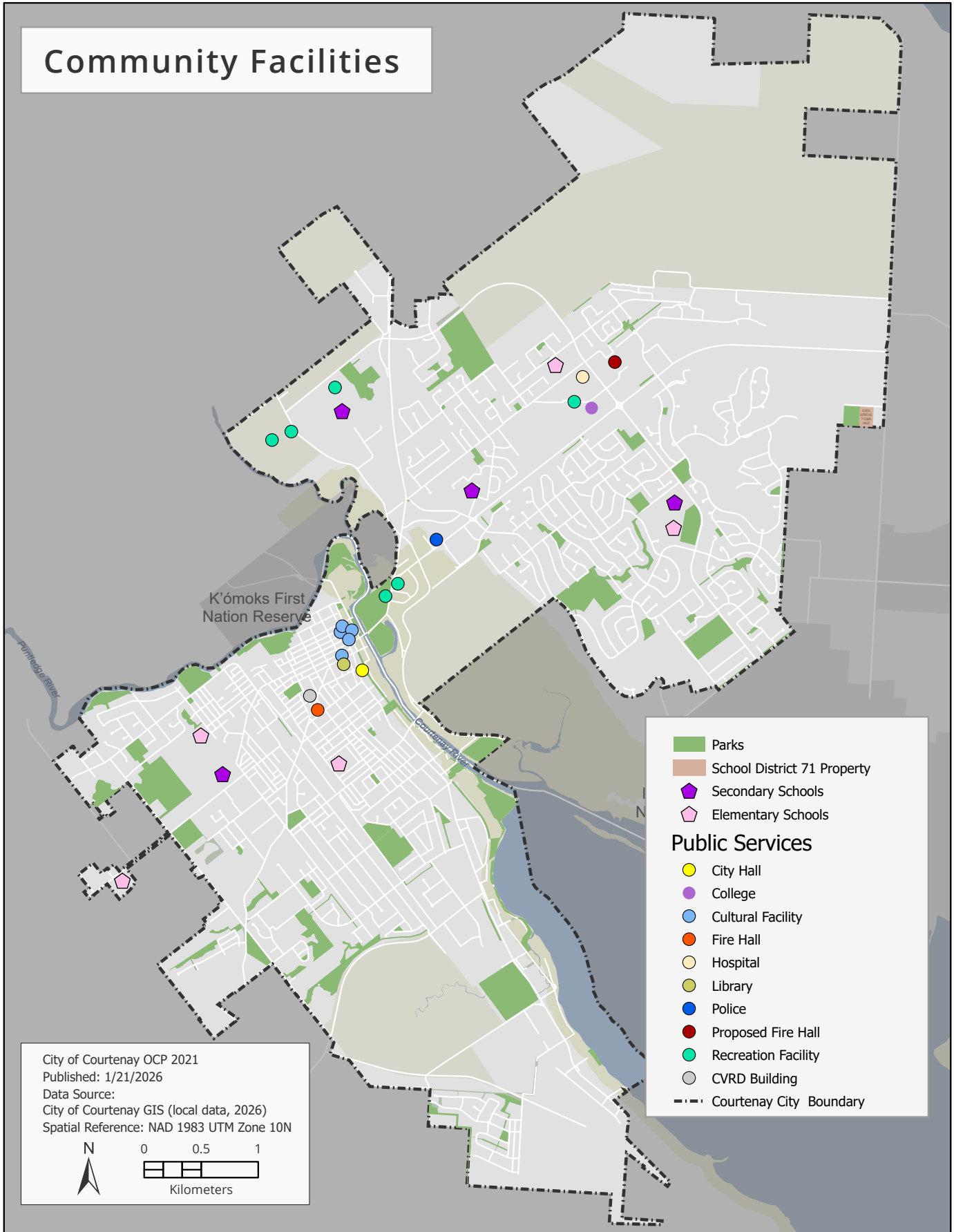


Map APX-8 Steep Slopes

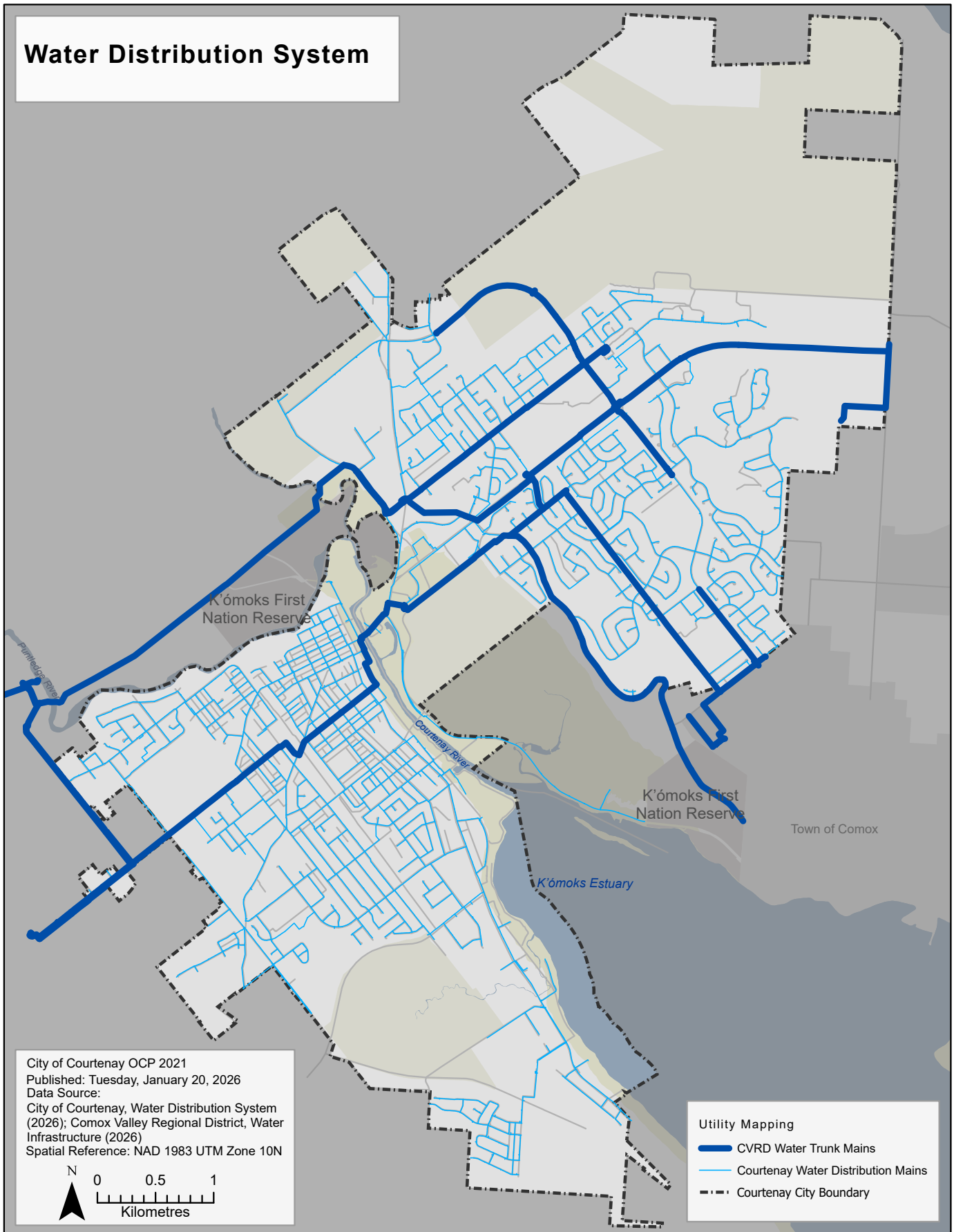
Parks and Greenways



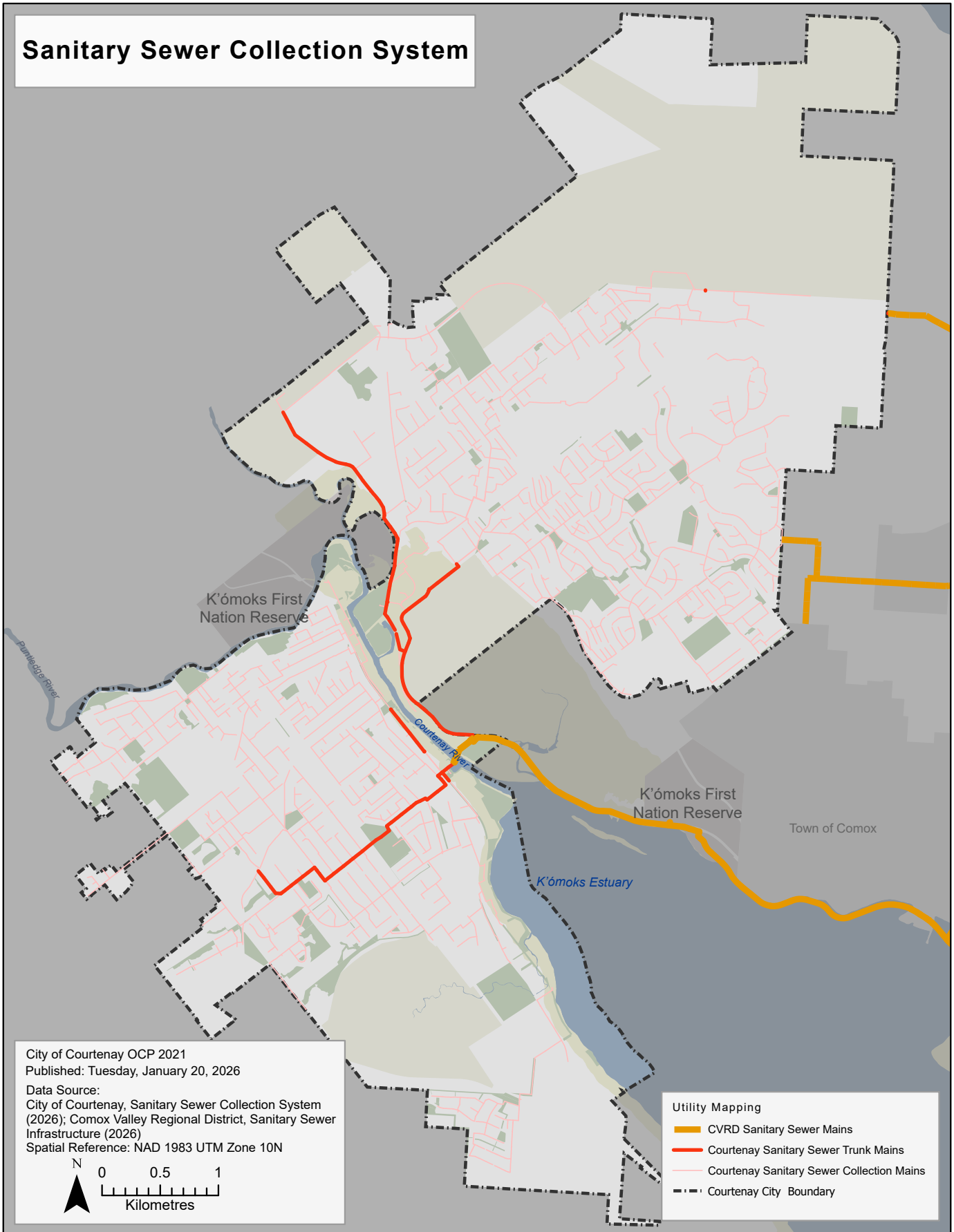
Map APX-9 Parks and Greenways



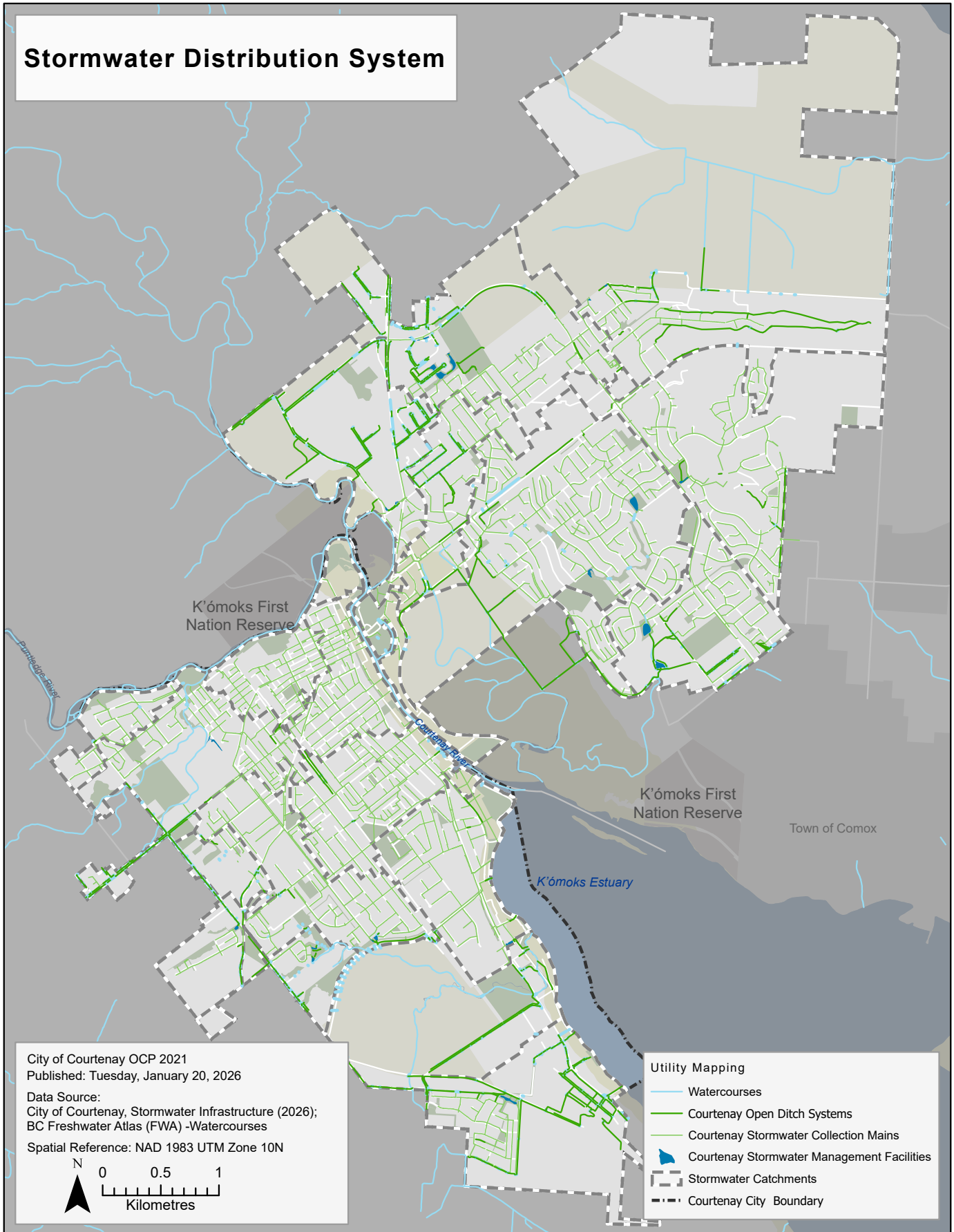
Map APX-10 Community Facilities



Map APX-11 Water Distribution System



Map APX-12 Sanitary Sewer Collection System



Map APX-13 Stormwater Distribution System

A photograph of a kayaker in a blue and orange kayak navigating white-water rapids in a river. The river is surrounded by a dense forest of evergreen trees. The foreground is filled with out-of-focus green leaves, creating a bokeh effect. The text is centered over the middle of the image.

**APPENDIX 2 –
REGIONAL CONTEXT
STATEMENT POLICY
ANALYSIS TABLES**

Goal 1: Housing

Ensure a diversity of housing options to meet evolving regional demographics and needs.

Statement of Coordination

One of the OCP goals is Housing Choices for All. This topic is addressed primarily within the Housing policy chapter. Stated policies are designed to encourage and support the development of a wide range of housing options. Particular attention is given to increasing affordable housing supply that appropriately responds to the regional Housing Needs Report within the context of a changing, and aging, population. The City continues to collect, monitor, and analyze local housing trends and take necessary actions in partner with neighbouring jurisdictions and community partners.

Goal Objectives	Policy Citations
Objective 1-A: Locate housing close to existing services	<p>Within the OCP's Land Use chapter, there are a number of objectives and policies that direct new housing be built in close to existing services and amenities. This includes strategically increasing densities and mixing land uses to ensure community growth aids toward the propagation of 10-minute neighbourhoods, where residents have access the majority of their daily needs within a 10-minute walk of their home. Policies include:</p> <p>Land Use Objective 2: The majority of community growth is strategically guided into growth centres to create more 10-minute neighbourhoods</p> <p>Land Use Objective 6: New growth takes place within the existing city boundary</p> <p>Land Use Policy 6: Co-locate residential, commercial, institutional, and suitable employment-generating land uses in the Downtown, Town Centres & Urban Corridor, and Neighbourhood Centres.</p> <p>General Land Use Policy 2: Community services including childcare facilities are supported in all land use designations except Agricultural, Light Industrial, and Future Growth.</p>

<i>Goal Objectives</i>	<i>Policy Citations</i>
<p>Objective 1-B: Increase affordable housing options</p>	<p>The OCP's Housing chapter provides policy that supports the development of housing with particular attention to affordable housing for households whose incomes might not allow them to access market rate housing affordably. Courtenay's OCP is informed by its current Housing Needs Report which provides the most up-to-date information around Courtenay's housing needs, including the range of cost and rents that are needed to support households with different financial circumstances. Policies include:</p> <p>Housing Policy 19: Direct the Density Benefit Bylaw to prioritize the delivery of affordable housing, including cash in lieu to the City's Affordable Housing Reserve Fund when on-site delivery is not feasible.</p> <p>Housing Policy 28: Develop a below- and non-market housing strategy that identifies an appropriate role for the City in supporting below- and non-market housing in relation to other services and strategies within this sector including but not limited to: the Comox Valley Housing Authority, the Comox Valley Regional Housing Action Plan, the non-profit housing sector, BC Housing and other senior government entities and programs. The strategy shall explore, but not be limited to:</p> <ul style="list-style-type: none"> • Identifying undeveloped and underdeveloped municipal sites for future non-market housing projects with emphasis on providing a mix of housing types including supportive housing. • Creating a framework for monitoring local equity-priority and demographic needs for housing over time and focus support and incentives, including housing agreements, on residents who need it most including, but not limited to, seniors, Indigenous residents, low to moderate income earners, and those at risk of homelessness. Develop a weighted housing wheelhouse 'Intervention Priority by Tenure' decision making tool to inform the level of City effort and support for different tenure priorities. Update the weighted housing wheelhouse as new housing information comes available to define specific housing needs as they evolve over time. • Advocating for senior government funding for non-market projects and initiatives. • Encouraging faith-based and other institutional landowners to consider including non-market housing when redeveloping their properties. • Creating a policy or bylaw to grant funds from the Affordable Housing Amenity Reserve Fund to non-market housing projects.

Goal Objectives	Policy Citations
Objective 1-B: Increase affordable housing options	<ul style="list-style-type: none"> • Development application support policies such as, but not limited to, application prioritization and exemption from application fees. • Reviewing the existing Development Cost Charges Waiver (Affordable Housing) Bylaw. • Identifying the use of communications and agreement mechanisms to support community integration. • Strengthening partnerships specifically, but not limited to: <ul style="list-style-type: none"> a. Regional partnerships with neighbouring jurisdictions, K'ómoks First Nation, and housing providers on the regional coordination of supportive housing b. With K'ómoks First Nation and other Indigenous partners on the delivery of non- or below-market housing projects for Indigenous residents. • Considering advancing any of the listed topics in the absence of an adopted strategy, as opportunities arise.
Goal Objectives	Policy Citations
Objective 1-C: Develop and maintain a diverse, flexible housing stock	<p>The OCP's Housing chapter and its Land Use chapter both include a number of policies that align with objective 1-C of the RGS. Collectively these policies support a diverse and flexible housing stock, that includes a variety of housing forms and tenures as well as levels of affordability. The maintenance of a diverse and flexible housing stock will be better suited to meet Courtenay's needs as it grows and changes. Policies include:</p> <p>Housing Policy 1: Support multi-residential housing forms and densities in all residential land use designations, as described in the Managing Growth Policy section of this Plan, and in accordance with protection of <i>Environmentally Sensitive Area</i> policies.</p> <p>Housing Policy 9: Require that a diversity of housing types and unit sizes be provided in new rezoning applications for large developments. Ensure that development of multi-residential units occur in early phases of the subdivision.</p> <p>Housing Policy 13: Engage with and educate residents on the value of diversity of housing types distributed throughout Courtenay.</p>
Goal Objectives	Policy Citations
Objective 1-D: Minimize the public costs of housing	<p>In alignment with RCS Objective 1-D, Courtenay's OCP recognizes that the public cost of housing growth should be minimized. Located in the Land Use chapter, there are a number of policies that support this shared objective by directing new housing away from hazardous or expensive to service lands, as well as by taking a full cost accounting approach to land use decision making. Policies include:</p>

Goal Objectives	Policy Citations
Objective 1-D: Minimize the public costs of housing	<p>Land Use Policy 1: Allocate all growth in a manner generally consistent with Map B-1: Land Use Designation Map, to meet Courtenay's 2050 net-zero greenhouse gas emissions target, housing needs, and support a compact urban form. (Full policy is outlined on page 57 of the OCP).</p> <p>Land Use Policy 15: Coordinate all infrastructure upgrades and system extensions with the growth management principles and policies established in the OCP using a multiple bottom line approach that considers lifecycle cost, risk, and climate resilience. (Full policy is outlined on page 59 of the OCP).</p> <p>Land Use Policy 16: Prioritize all infrastructure investment using a multiple bottom line decision-making approach.</p> <p>Land Use Policy 18: Limit community sewer service expansion into Future Growth and Agricultural designated lands, except where infrastructure is already planned or needed to address public or environmental health issues and protection of natural assets as identified by the City or other levels of government. (Full policy is outlined on page 59 of the OCP).</p>

Goal 2: Ecosystems, Natural Areas, and Parks

Protect, steward, and enhance the natural environment and ecological connections and systems.

Statement of Coordination

One of the OCP goals is More Space for and Time in Nature. This topic is addressed across a number of OCP chapters including the Natural Environment chapter, Parks and Recreation chapter, Food Systems chapter and *green infrastructure* approaches within the Municipal Infrastructure and Streets and Transportation chapters, as well as the Environment Development Permit Area designation. These chapters include a range of policies that respond to protecting remaining critical habitat, stewarding ecological assets across public and private lands, restoring ecosystems and connectivity corridors, valuing ecological assets, and investing in *green infrastructure* to provide public services.

Goal Objectives	Policy Citations
Objective 2-A: Identify and map areas for conservation	<p>Courtenay's OCP aligns with Objective 2-A of the RGS. The OCP has established Maps APX-6 and APX-7, terrestrial and aquatic Environmentally Sensitive Areas within Courtenay's boundaries, and will update these maps as new information becomes available. Beyond OCP maps APX-6 and APX-7, the Natural Environment chapter has policies that support the identification of natural areas and ecosystem for conservation. Policies include:</p> <p>Natural Environment Policy 4: Collaborate with land owners, other levels of government, non-governmental organizations, and neighbouring jurisdictions in developing regionally consistent approaches to inventorying, mapping, conserving, and restoring <i>environmentally sensitive areas</i>, watershed health and species at risk, using the principles of precaution, connectivity, and <i>restoration</i>.</p>

Goal Objectives	Policy Citations
<p>Objective 2-A: Identify and map areas for conservation</p>	<p>Natural Environment Policy 29: Exceed setbacks prescribed by the Riparian Area Protection Regulations (RAPR) to result in 30-metre setbacks from stream boundaries where possible:</p> <ul style="list-style-type: none"> a. Include Environmental Development Permit Area guidelines for a 30-metre setback from the stream boundary when conducting development on properties subject to the Riparian Areas Protection Regulations (RAPR), whenever opportunities for a 30-metre setback are possible and in accordance with local government authorities and provincial legislative requirements. <p>Natural Environment Policy 30: Explore conducting an analysis to predetermine setbacks on streams subject to the Riparian Area Protection Regulation (RAPR), for areas where a 30-metre setback cannot be achieved.</p> <p>Natural Environment Policy 36: Partner with senior levels of government, regional jurisdictions, conservation professionals and organizations to maintain publicly accessible mapping and associated information of ecological systems of the area.</p>

Goal Objectives	Policy Citations
<p>Objective 2-B: Frame environmental protection and policies around the principles of precaution, connectivity, and restoration</p>	<p>In alignment with the RGS, Courtenay’s OCP contains strong policy direction for how the City can advance environmental protection and policies around the principles of precaution, connectivity, and restoration. The OCP’s Natural Environment Chapter details the sensitive ecosystems that exist within Courtenay and provides a host of polices to ensure they remain protected and connected and where possible restored to a better state than they are currently in. Policies include:</p> <p>Natural Environment Policy 1: Preserve sensitive ecosystem areas and the connections between them in a natural condition to the maximum extent possible.</p> <p>Natural Environment Policy 4: Collaborate with landowners, other levels of government, non-governmental organizations, and neighbouring jurisdictions in developing regionally consistent approaches to inventorying, mapping, conserving, and restoring <i>environmentally sensitive areas</i>, watershed health and species at risk, using the principles of precaution, connectivity, and <i>restoration</i>.</p> <p>Natural Environment Policy 31: Require as part of the development permit process the submission of securities to ensure the completion and monitoring of landscaping and environmental rehabilitation, or to address damage to the environment caused by development activity.</p> <p>Natural Environment Policy 33: Do not permit development within <i>Environmentally Sensitive Areas</i>. New trails or facilities in <i>Environmentally Sensitive Areas</i> will be discouraged and installed only where they provide net gain for habitat values.</p>

Goal Objectives	Policy Citations
<p>Objective 2-C: Promote environmental best practices in Agricultural and Resource areas</p>	<p>The OCP's Food System's Chapter directs environmental best practice in alignment with Objective 2-C of the RGS. Ensuring healthy soil, air, water and ecosystems within all lands, including Agricultural areas, means both food production and <i>environmentally sensitive areas</i> can be safeguarded. Policies include:</p> <p>Food Systems Objective 4: Agricultural lands are protected and are compatible with urban uses.</p> <p>Food Systems Policy 16: Amend the <i>Zoning Bylaw</i> to guide the location of buildings and structures, including agricultural structures, to maximize the agricultural potential of prime soil resources. This includes establishing maximum farm residential dwelling and footprint sizes commensurate with urban lot areas and establishing maximum road setbacks.</p>

Goal Objectives	Policy Citations
<p>Objective 2-D: Ensure access to parks, recreation areas</p>	<p>OCP alignment with RGS objective 2-D is largely found within the Parks and Recreation chapter. Ensuring access to parks and recreation areas is supported by a number of policies which direct parkland and recreation to remain accessible and equitable as the community grows. Policies include:</p> <p>Parks and Recreation Objective 1: Parkland in the form of natural areas, open spaces, and outdoor recreation is of sufficient amounts, is well-connected, equitably distributed, and is of high quality to enhance livability throughout the city.</p> <p>Parks and Recreation Policy 2: Provide new parkland and greenways in areas identified in the OCP and Parks and Recreation Master Plan, in future growth areas, mixed-use and high-density development areas, and intensification areas through new development and redevelopment opportunities. Key parkland standards include but are not limited to:</p> <ol style="list-style-type: none"> a. Strive for a maximum 10-minute walk distance access from all residences throughout Courtenay (400–800 metres); b. 1.2 hectares per 1,000 population for community parks and 0.5 hectares per 1,000 population for neighbourhood parks; c. Walking distance of 400 metres to neighbourhood parks and 800 metres to community parks; d. Minimum size of 1.0 hectare for community parks and 0.2 hectare for neighbourhood parks; e. Nature parks representative of Courtenay's biodiversity; f. Urban types of park features such as parklets and plazas.

Goal 3: Local Economic Development

Achieve a sustainable, resilient, and dynamic local economy that supports businesses and the region’s entrepreneurial spirit.

Statement of Coordination

One of the OCP goals is Economic Success Emerges from Community Values and Place. This topic is addressed primarily by the OCP Managing Growth policies and Land Use designations which support the land use employment opportunities within Town Centres and other employment lands throughout the City.

The Local Economy chapter includes more specific policies that recognize the City’s primary role in local economic development is to create the physical conditions for high quality of life and economic success through responsible management of public assets and sustainable levels of high-quality service delivery. The chapter also recognizes the importance of supporting key sectors within the local economy such as low-carbon construction and building retrofitting industry and value-added, community-based businesses such as arts and culture, local food processing, specialty forest products, and other value-added product manufacturing.

Goal Objectives	Policy Citations
<p>Objective 3-A: Support local business retention, development and investment</p>	<p>Policy supports for local businesses in alignment with Objective 3-A can be found in the Local Economy chapter of the OCP. This chapter supports the advancement of a positive business environment with local residents at the heart of Courtenay’s economy. Policies include:</p> <p>Local Economy Objective 1: Business retention, development, and investment are increasingly green, low-carbon, climate resilient, and equitable.</p> <p>Local Economy Objective 4: People are at the heart of local economic development and are able to access adequate supports to participate in the economy</p> <p>Local Economy Policy 2: Support responsible and sustainability driving tourism, including local tourism, in accordance with the Comox Valley Tourism Strategy Framework.</p> <p>Local Economy Policy 4: Support initiatives that generate value-added, community-based business development, including but not limited to, arts and culture, local food processing, specialty forest products, and other value-added product manufacturing.</p>

Goal Objectives	Policy Citations
<p>Objective 3-B: Increase regional job base</p>	<p>Local Economy Objective 2: Local economic development opportunities are regionally coordinated</p> <p>Local Economy Policy 7: Work collaboratively with neighbouring jurisdictions, the K'ómoks First Nation, Comox Valley Chamber of Commerce, Downtown Courtenay Business Improvement Association, North Island College, business and non-profit community organizations in the development of community and regional economic development strategies.</p>

Goal Objectives	Policy Citations
<p>Objective 3-C: Support resource-based employment opportunities</p>	<p>Courtenay's OCP supports resource-based employment opportunities in alignment with Objective 3-C. Since Courtenay's boundary is largely urban, this is primarily accomplished by recognizing the chance to foster valued added business that build off traditional resource-based jobs such as forestry and agriculture.</p> <p>Local Economy Policy 4: Support initiatives that generate value-added, community-based business development, including but not limited to, arts and culture, local food processing, specialty forest products, and other value-added product manufacturing.</p>

Goal Objectives	Policy Citations
Objective 3-D: Promote designated Town Centres as regional employment centres	<p>In alignment with Objective 3-D, Courtenay's OCP recognizes that Courtenay is, and will likely remain as, the primary employment Centre in the Comox Valley. Through a mixture of policies in the OCP's Land Use and Local Economy Chapters, the City continues to promote itself as a regional employment centre. Policies include:</p> <p>Land Use Policy 6: Co-locate residential, commercial, institutional, and suitable employment-generating land uses in the Downtown, Town Centres & Urban Corridor, and Neighbourhood Centres.</p> <p>Local Economy Policy 12: Support land uses that provide employment opportunities within or close proximity to the Town and Neighbourhood Centres and Corridors such as <i>intensification</i> of mixed-use office, retail, live-work studios and other commercial uses.</p> <p>Local Economy Policy 14: Work with the local business community and major employers to focus investment, facility and business development in Town and Neighbourhood Centres and Corridors.</p>

Goal 4: Transportation

Develop an accessible 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.

Statement of Coordination

One of the OCP goals is Functional Transportation Choices. This topic is also addressed primarily by the OCP Managing Growth policies and Land Use designations which support the compact, mixed-use, complete community type of growth management policies identified in the RGS. The 2022 OCP growth modelling exercise explicitly evaluated the ideal locations for new infill development to support transit supportive densities, maximize '10-minute' walking neighbourhoods, and acknowledges transportation as the most significant contributor to local GHG emissions. The 2026 OCP update affirms and builds upon this urban framework. The Streets and Transportation chapter includes more specific policies to reduce dependency on automobiles, boost active mobility and transit use, regard streets as first and foremost places for people, reduce the amount of land dedicated to parking, and provide charging infrastructure to support the mainstreaming of electric vehicles.

Goal Objectives	Policy Citations
<p>Objective 4-A: Increase public transit use</p>	<p>Courtenay's OCP has strong alignment with the RGS's objective of increasing public transit use. The OCP acknowledges the climate and land use and benefits that increased transit use can bring. Specific policy that supports the increased use of public transit are found throughout the OCP's Streets and Transportation chapter. Policies include:</p> <p>Streets and Transportation Objective 1: The existing road and transportation network is optimized and vehicular congestion is reduced through Transportation Demand Management measures that shift the modal split to 30% of trips are by walking, cycling and transit by 2030 and 60% by 2050.</p> <p>Streets and Transportation Objective 2: The City works in partnership with other authorities responsible for local and regional multi-modal transportation services to attain modal split targets and support a safe and efficient transportation system.</p> <p>Streets and Transportation Objective 8: New development integrates multi-modal transportation network planning into site design</p> <p>Streets and Transportation Objective 9: Educational programs to support transit use, walking, cycling, and car sharing are widely available</p>
Goal Objectives	Policy Citations
<p>Objective 4-B: Improve bicycle and pedestrian infrastructure to increase the use of active transportation options</p>	<p>Similar to public transit use, Courtenay's OCP also has strong alignment with the RGS's objective of active transportation use and options. Sometimes grouped together, the climate and land use benefits of transit use extend and are often exceeded by active transportation. Added to those benefits, active transportation can also aid in improved community health and well-being. Specific policy that supports increased walking and cycling are found throughout the OCP's Streets and Transportation chapter. Policies include:</p>

<i>Goal Objectives</i>	<i>Policy Citations</i>
<p>Objective 4-B: Improve bicycle and pedestrian infrastructure to increase the use of active transportation options</p>	<p>Streets and Transportation Objective 1: The existing road and transportation network is optimized and vehicular congestion is reduced through Transportation Demand Management measures that shift the modal split to 30% of trips are by walking, cycling and transit by 2030 and 60% by 2050.</p> <p>Streets and Transportation Objective 2: The City works in partnership with other authorities responsible for local and regional multi-modal transportation services to attain modal split targets and support a safe and efficient transportation system.</p> <p>Streets and Transportation Objective 4: Excess existing road space is repurposed to support public life, active travel, and green infrastructure</p> <p>Streets and Transportation Objective 7: Parking standards reflect electric vehicle and cycling needs</p> <p>Streets and Transportation Objective 9: Educational programs to support transit use, walking, cycling, and car sharing are widely available</p>

<i>Goal Objectives</i>	<i>Policy Citations</i>
<p>Objective 4-C: Develop and maintain an inter-regional transportation system that efficiently and safely facilitates the movement of people and goods</p>	<p>Objective 4-C is met with support by a number of policies within the OCP's Streets and Transportation chapter. The OCP recognizes the interconnectedness of the Comox Valley's transportation network and the need for a regional approach when it comes to the efficient and safe movement of people and goods. Policies include:</p> <p>Streets and Transportation Policy 9: Support and participate in a regional approach with other regional authorities, to multi-modal transportation planning, delivery of infrastructure and services in accordance with this Plan.</p> <p>Streets and Transportation Policy 11: Continue to work with the Comox Valley Regional District and BC Transit on implementation of the Transit Future Plan, including:</p> <ul style="list-style-type: none"> a. Implementation of the Comox Valley Frequent Transit Corridor; b. Improving capital planning and development application referral and coordination with all authorities who have jurisdiction over the transit system and associated road network to ensure that opportunities to seek road dedication for necessary improvements and amenities such as bus shelters are routinely part of the development approval and capital planning process.

Goal 5: Infrastructure

Provide affordable, effective, and efficient services and infrastructure that conserves land, water, and energy resources.

Statement of Coordination

The topic of sustainable service delivery is addressed principally through the Managing Growth policies and Land Use designations which affirm that compact and contained community growth is responsible fiscal municipal Asset Management practice. The OCP chapter on Municipal Infrastructure contains a number of specific policies to direct the investment and renewal of municipal infrastructure services that achieve multiple community objectives. Additionally, the topic of low carbon, energy and water efficient buildings and landscape are addressed in the Buildings and Landscape chapter. Related policies ensure energy and water conservation will be designed into new developments and that the City will exemplify leadership in its facilities as a source of public awareness and technical demonstration.

Goal Objectives	Policy Citations
Objective 5-A: Promote water conservation and efficiency throughout the Comox Valley	<p>The OCP aligns with Objective 5-A and offers policy within the Municipal Infrastructure and Building and Landscape chapters to meaningfully promote water conservation and efficiency within City limits. Conservation is a critical component of reducing the need to develop costly additional infrastructure to grow capacity. Policies include:</p> <p>Municipal Infrastructure Objective 4: Solid waste, potable water, sanitary sewer and rain and stormwater infrastructure life-cycle costs are minimized by increasing conservation actions and reducing the need to develop new infrastructure capacity</p> <p>Municipal Infrastructure Policy 20: Implement initiatives and programs in the City's Water Smart Action Plan that aim to reduce water demand. Explore the implementation of demand-side management measures to reduce community water consumption including outdoor water use restrictions, universal water metering, rainwater harvesting, and conservation-oriented water rates.</p> <p>Building and Landscape Objective 1: Existing buildings are upgraded for high energy and water efficiency, net-zero emissions, and renewable energy production</p> <p>Building and Landscape Objective 2: New buildings are highly energy and water efficient, perform at net-zero emissions standard and produce renewable energy</p> <p>Building and Landscape Objective 3: Living landscape elements are incorporated for water, energy, and biodiversity purposes</p>

Goal Objectives	Policy Citations
<p>Objective 5-B: Protect the quality of water sources</p>	<p>In alignment with Objective 5-B, Courtenay's OCP provides policy direction to help protect the quality of the Comox Valley's water sources. Policies include:</p> <p>Natural Environment Policy 15: Continue to regulate the use of pesticides on private land and limit use on public land.</p> <p>Natural Environment Policy 18: Explore the use of enforcement tools to protect water quality related to development practices, such as an erosion and sediment control bylaw.</p>
Goal Objectives	Policy Citations
<p>Objective 5-C: Stormwater is managed to preserve ecosystem and watershed health.</p>	<p>Courtenay OCP aligns with RGS's objective 5-C for stormwater management and preservation of ecosystem and watershed health. The OCP has several policies that direct development, often implemented via other strategies or bylaws, to manage stormwater on both public and private lands. Policies include:</p> <p>Natural Environment Policy 16: Limit the extent of impervious surfaces on private and public land.</p> <p>Natural Environment Policy 17: Strive to maintain and/or restore the water balance. Consider options to reduce the volume of stormwater runoff through interflow, infiltration, retention, and/or detention.</p> <p>Natural Environment Policy 19: Design and maintain urban drainage systems so that water quality in natural waterways is protected.</p> <p>Natural Environment Policy 26: Ensure connectivity of properties and landscapes to support ecosystem processes. This includes incorporating considerations such as wildlife movement and historical hydrological patterns into the development proposal including transportation and utility corridors.</p>
Goal Objectives	Policy Citations
<p>Objective 5-D: Encourage sewer management approaches and technologies that respond to public health needs and maximize existing infrastructure</p>	<p>Objective 5-D is supported by Courtenay's OCP primarily through a variety of land use and municipal infrastructure objectives and can be found within each of those respective chapters. By continuing to increase conservation actions and by growing within our existing serviced areas, Courtenay can help ensure that the RGS's sewer management approaches respond to public health needs and servicing efficiencies. Policies include:</p> <p>Municipal Infrastructure Objective 2: Infrastructure investments are guided by a multiple bottom line decision-making approach: this means energy efficient, fiscally responsible, equitably distributed, sustainable levels of service that protect public health, safety, and the environment</p> <p>Municipal Infrastructure Objective 4: Solid waste, potable water, sanitary sewer and rain and stormwater infrastructure life-cycle costs are minimized by increasing conservation actions and reducing the need to develop new infrastructure capacity</p>

Goal Objectives	Policy Citations
<p>Objective 5-E: Reduce regional solid waste and improve landfill performance</p>	<p>Courtenay's OCP very directly aligns with the RGS's objective of reducing solid waste sent to the landfill. Policy alignment can largely be found within the Municipal Infrastructure chapter. Policies include:</p> <p>Municipal Infrastructure Policy 18: Support the continued extension of garbage, yard waste, recycling, and kitchen organics services to Courtenay properties, and collaborate with the Comox Strathcona Waste Management service to pursue ongoing improvements in waste diversion, with a long-term focus on significantly increasing diversion of residential, industrial, commercial, and institutional waste, including organic materials.</p> <p>Municipal Infrastructure Policy 19: Municipal Infrastructure Policy 19: In accordance with the Comox Strathcona Solid Waste Management Plan, explore zero-waste approaches in waste management, including upstream approaches that emphasize waste avoidance, reduction and reuse where appropriate within local government functions. This includes, but is not limited to:</p> <ol style="list-style-type: none"> a. Supporting regionally coordinated and sustained public education programs; b. Supporting conveniently located recycling and waste diversion facilities as part of complete neighbourhoods subject to access, form and character, and other neighbourhood integration considerations; c. Ensuring sufficient and conveniently located spaces within all developments to support occupant waste diversion behaviours; d. Materials restrictions and bans from the landfill where alternatives exist and diversion options are viable; e. Supporting the Province in expanding the Recycling Regulation to include more materials in Extended Producer Responsibility policies; and planning purposes; f. Obtaining accurate data of waste streams for monitoring, education, and planning purposes; g. Demonstrating leadership in municipal operations, procurement, and capital investments, including renewal and disposal. h. Demonstrating leadership in diversion through implementation of recycling and organics collection containers in civic buildings and municipal public spaces where appropriate; and i. Explore opportunities to encourage the adaptive reuse of buildings by participating in construction industry education programs to support on-site diversion as well as through permitting and planning processes

Goal 6: Food Systems

Support and enhance agricultural and aquaculture sectors and increase local food security.

Statement of Coordination

The OCP contains a chapter focusing on Food Systems. This addition has been included to recognize the important land use considerations of a viable local food system. Policies are designed to support more food production, education, and promotion throughout the city and surrounding lands in order to contribute to regional food security and as an economic development opportunity. The K'ómoks Estuary is also acknowledged as an important subsistence and aquaculture resource for the K'ómoks First Nation.

Most significantly, however, is the emphasis on delaying Courtenay boundary extensions through the Managing Growth policies. This will reduce pressure on surrounding rural lands for urban development.

Goal Objectives	Policy Citations
Objective 6-A: Protect land for existing and future agriculture and associated activities and allow for the growth and expansion of such activities	Primarily within the Food Systems chapter, the OCP provides policy alignment with RGS Objective 6-A. The OCP has strong policy language around the protection of agricultural lands as well as for opportunities for the expansion of agricultural and agricultural adjacent activities. Policies include: Food Systems Objective 4: Agricultural lands are protected and are compatible with urban uses. Food Systems Objective 5: Food processing, warehousing, and distribution activities are permitted in urban areas of Courtenay Food Systems Policy 15: Continue to support protection of lands within the Agricultural Land Reserve (ALR) for agricultural uses. Applications for exclusion of land from the ALR are not supported. Food Systems Policy 17: Maximize the potential for agricultural land to be used for agriculture by discouraging subdivision into smaller parcels.

Goal Objectives	Policy Citations
<p>Objective 6-B: Protect shoreline areas for existing and future aquaculture and associated activities</p>	<p>The OCP also recognizes the importance of shoreline protection for aquaculture and associated activities. Within the Natural Environment chapter, there are multiple polices underneath the chapter's Objective 2 that align with objective 6-B of the RGS. Policies include:</p> <p>Natural Environment Policy 10: Conserve remaining natural shorelines and restore armored shorelines with green shores approaches to the maximum extent possible.</p> <p>Natural Environment Policy 11: Recognize and support K'ómoks First Nation sustainable aquaculture interests in accordance with the policies in this Plan.</p> <p>Natural Environment Policy 12: Participate in regional K'ómoks Estuary management planning to support the objectives and policies of this Plan, in accordance with the policies within this Plan.</p>

Goal Objectives	Policy Citations
<p>Objective 6-C: Improve and expand agricultural irrigation practices and infrastructure</p>	<p>OCP policy support for improving and expanding agricultural irrigation practices and infrastructure is not explicit. Due to public water service availability to lands within the City's boundaries and limited agricultural land, such focused policy language does not seem relevant. Instead, concepts about efficient and reliable public services, water conservation and environmental treatment on all lands generally, including agricultural lands, serve to fulfill alignment with RGS objective 6-C, to the degree that it is relevant within the City.</p>

Goal Objectives	Policy Citations
<p>Objective 6-D: Increase farming activity in the Comox Valley</p>	<p>The OCP supports RGS Objective 6-D in much of the same way and through many of the same policies that uses it support Objective 6-A; protection of agricultural lands. By ensuring these existing and potential future agricultural lands are in locations and conditions that allow for farming to be viable, this can contribute toward increasing farming in the Comox Valley on the whole. OCP support of those agricultural associated activities can also help bring locally grown food to market more easily. Policies include:</p>

Goal Objectives	Policy Citations
<p>Objective 6-D: Increase farming activity in the Comox Valley</p>	<p>Food Systems Policy 10: Develop a program for community gardens and other small-scale food production spaces such as orchards or beehives across the City, prioritizing areas of higher residential density and areas home to <i>equity-priority groups</i>. Engage land holders who may have space to provide such uses, including on a short- to mid-term basis before land is developed.</p> <p>Food Systems Policy 11: Support educational programming on urban agriculture, traditional Indigenous foods practices, environmental stewardship, and <i>food security</i>.</p>

Goal Objectives	Policy Citations
<p>Objective 6-E: Raise awareness of the regional importance of the local food system</p>	<p>Courtenay's OCP supports the RGS Objective 6-E, providing consistency across the plans for raising awareness about the importance of the local food system. Supporting access to urban agriculture can help non-farmers have exposure to food growing and understand the importance of the local food system. Policies include:</p> <p>Food Systems Policy 10: Develop a program for community gardens and other small-scale food production spaces such as orchards or beehives across the City, prioritizing areas of higher residential density and areas home to <i>equity-priority groups</i>. Engage land holders who may have space to provide such uses, including on a short- to mid-term basis before land is developed.</p> <p>Food Systems Policy 11: Support educational programming on urban agriculture, traditional Indigenous foods practices, environmental stewardship, and <i>food security</i>.</p>

Goal 7: Public Health and Safety

Support a high quality of life through the protection and enhancement of community health, safety, and wellbeing.

Statement of Coordination

Community well-being is a cardinal direction of the OCP which recognizes the social determinants of health as a guiding and systemic framework for understanding individual and public health outcomes and intervention approaches. As such, the topic of public health and safety is embedded throughout all of the OCP policy chapters by ensuring safe air, water and soil quality standards, promoting safe and convenient active transportation opportunities to support active lifestyles, ensuring adequate access to high-quality outdoor and indoor open spaces and recreational amenities for physical and mental health, promoting access to food growing opportunities and food programs, and ensuring adequate affordable housing for all residents.

Equity is another cardinal direction of the OCP in recognition that some traditional planning practices have resulted in policies, programs, and regulations that disproportionately impact and stymie the progress of some groups of people, thereby affecting their health, safety, and well-being. Therefore, the OCP strives to ensure that equity considerations are embedded in all municipal regulations and service delivery.

Goal Objectives

Objective 7-A: Increase the number of pedestrians and cyclists in the Comox Valley

Policy Citations

Similar to the Transportation objectives of the RGS, the OCP is in alignment with the goal of increasing the volume of people making trips via walking or cycling for the purpose of public health and safety. To help meet this objective, policies in the OCP direct transportation infrastructure improvements to increase the safety and ease of active modes of travel, as well as consideration of a number of design guidelines and bicycle and end of trip facilities to encourage cycling. The OCP also has policy to support programs that increase walking and biking. Policies include:

Streets and Transportation Objective 8: New development integrates multi-modal transportation network planning into site design.

Streets and Transportation Objective 9: Educational programs to support transit use, walking, cycling, and car sharing are widely available.

Streets and Transportation Policy 13: Continue to implement the Safe and Active School Program with School District 71 to identify strategic locations for active transportation improvements and promote active transportation.

Goal Objectives	Policy Citations
<p>Objective 7-B: Increase public education and awareness around the links between population health and land use planning</p>	<p>Courtenay's OCP aligns with this RGS objective at its highest level of policy, its Cardinal Directions. With "Community Well-being" as one of its four Cardinal Directions, interwoven throughout the Official Community Plan is the understanding that decisions around a community's built, natural and social environment have direct impacts on population health. Examples of policy alignment include:</p> <p>Part A – Foundations – Community Well-being – "This OCP accounts for the diverse and complex ways in which the urban environment impacts well-being. It takes a systems-based approach to well-being, considering the physical, mental, and emotional well-being of individuals and communities, and the natural ecosystems of which we are all a part."</p>

Goal Objectives	Policy Citations
<p>Objective 7-C: Improve regional fire safety</p>	<p>The OCP looks to support the RGS objective of improved regional fire safety, primarily through good land use planning and development regulations and standards. Supportive policies are included in the Buildings and Landscape chapter and in identified Development Approval Information. Policies include:</p> <p>Building and Landscape Policy 7: Explore the establishment of Development Permit Areas for wildfire hazard protection upon review of wildfire risk to Courtenay.</p> <p>Development Approval Information 12: Wildfire Hazard Risk Criteria – Development application in which proposed development is adjacent to significant forested areas.</p> <p>Rationale – To assess the contribution of development to wildfire risk and mitigate the risk of wildfire to development.</p>

Goal 8: Climate Change

Minimize regional greenhouse gas (GHG) emissions and plan for adaptation.

Statement of Coordination

With the Courtenay City Council declaration of a Climate Crisis in 2019, the OCP was directed to consider climate change mitigation and adaptation at all stages of its development. A net-zero GHG target by 2050 was later adopted to guide the policy proposals. Therefore, GHG modelling and policies to achieve net-zero has been considered in all policies that either directly or indirectly influence Courtenay's community-wide emissions. Climate adaptation is another critical consideration of the OCP, although one that will require further detailed work to standardize climate adaptation measures into all City services, infrastructure, and emergency responses.

Given that a climate lens is fundamentally embedded into the OCP, objectives, and policies that advance climate action and prepare for climate change are considered and included in all the policy areas identified above.

Goal Objectives	Policy Citations
<p>Objective 8-A: Reduce GHG emissions created by the building sector</p>	<p>The OCP has strong and clear policy alignment with RGS Objective 8-A. OCP policies to support the reduction of emissions created by the building sector are found in the Buildings and Landscape chapter. Policies include:</p> <p>Buildings and Landscape Objective 1: Existing buildings are upgraded for high energy and water efficiency, net-zero emissions, and renewable energy production.</p> <p>Buildings and Landscape Objective 2: New buildings are highly energy and water efficient, perform at net-zero emissions standard and produce renewable energy</p> <p>Buildings and Landscape Policy 3: Remain ahead of provincial minimum energy and carbon code requirements where opportunities exist.</p> <p>Buildings and Landscape Policy 4: Advocate to and support the Province in amending the BC Building Code and other building related policies to:</p> <ul style="list-style-type: none"> a. Regulate embodied energy of building materials and construction practices including demolition; and a. Enhance universal building accessibility requirements

<i>Goal Objectives</i>	<i>Policy Citations</i>
<p>Objective 8-B: Reduce GHG emissions created by the on-road transportation sector</p>	<p>The OCP has strong and clear policy alignment with RGS objective 8-B. OCP policies to support the reduction of emissions created by the transportation sector are found in the Streets and Transportation chapter. As previously discussed within RGS transportation and public health objectives that also have OCP alignment, increased active travel and public transit use can also reduce reliance on GHG emitting internal combustion passenger vehicles. Policies include:</p> <p>Streets and Transportation Objective 5: Zero emissions, electrified transportation is supported and increasingly the norm</p> <p>Streets and Transportation Policy 32: Demonstrate leadership on public properties and with the municipal fleet by:</p> <ol style="list-style-type: none"> a. Continuing to implement a green procurement policy; b. Ensuring vehicles are replaced with non-GHG emitting versions by 2030 within the City's fleet asset management planning wherever practicable; c. Using electric bicycles wherever operationally practicable; and d. Installing electric bike parking and electric vehicle Level 2 and 3 charging stations at strategically located municipally owned properties.

<i>Goal Objectives</i>	<i>Policy Citations</i>
<p>Objective 8-C: Reduce GHG emissions in the solid waste sector</p>	<p>The OCP has strong and clear policy alignment with RGS objective 8-B. OCP policies to support the reduction of emissions created by the solid waste sector are found in the Municipal Infrastructure chapter. The Buildings and Landscape chapter recognizes building construction as a significant form of waste, estimated at 28%.</p>

Goal Objectives	Policy Citations
<p>Objective 8-C: Reduce GHG emissions in the solid waste sector</p>	<p>Municipal Infrastructure Policy 19: In accordance with the Comox Strathcona Solid Waste Management Plan, explore zero-waste approaches in waste management, including upstream approaches that emphasize waste avoidance, reduction and reuse where appropriate within local government functions. This includes, but is not limited to:</p> <ul style="list-style-type: none"> a. Supporting regionally coordinated and sustained public education programs; b. Supporting conveniently located recycling and waste diversion facilities as part of complete neighbourhoods subject to access, form and character, and other neighbourhood integration considerations; c. Ensuring sufficient and conveniently located spaces within all developments to support occupant waste diversion behaviours; d. Materials restrictions and bans from the landfill where alternatives exist and diversion options are viable; e. Supporting the Province in expanding the Recycling Regulation to include more materials in Extended Producer Responsibility policies; f. Obtaining accurate data of waste streams for monitoring, education, and planning purposes; g. Demonstrating leadership in municipal operations, procurement, and capital investments, including renewal and disposal. h. Demonstrating leadership in diversion through implementation of recycling and organics collection containers in civic buildings and municipal public spaces where appropriate; and i. Explore opportunities to encourage the adaptive reuse of buildings by participating in construction industry education programs to support on-site diversion as well as through permitting and planning processes including but not limited to establishing pre-demolition assessment processes for materials of value and prioritizing building reuse over demolition.

Goal Objectives	Policy Citations
<p>Objective 8-D: Reduce GHG emissions created by deforestation (land use change)</p>	<p>The OCP aligns with the RGS objective of reducing GHG emissions created by deforestation (land use change) primarily within the Growth Management Chapter and through the OCP's Growth Management Framework (Figure B-1). Policies that densify and concentrate new growth in already developed areas and without expanding Courtenay boundaries means that the need to utilize rural and greenfield lands for residential, commercial and industrial land uses that may require deforestation, do not need to occur as quickly or frequently. Policies include:</p>

Goal Objectives	Policy Citations
Objective 8-D: Reduce GHG emissions created by deforestation (land use change)	<p>Land Use Objective 1: Community growth is located away from hazardous lands, agricultural lands, and Environmentally Sensitive Areas</p> <p>Land Use Objective 5: Municipal Infrastructure planning and investments align with the urban framework concept</p> <p>Land Use Objective 6: New growth takes place within the existing city boundary</p>

Goal Objectives	Policy Citations
Objective 8-E: Plan for renewable energy generation	<p>The OCP has several policies in support of planning for renewable energy generation in alignment with RGS Objective 8-E. Policies include:</p> <p>Buildings and Landscape Objective 1: Existing buildings are upgraded for high energy and water efficiency, net-zero emissions, and renewable energy production</p> <p>Buildings and Landscape Objective 2: New buildings are highly energy and water efficient, perform at net-zero emissions standard and produce renewable energy</p> <p>Municipal Infrastructure Policy 24: Encourage the generation of more renewable energy within Courtenay subject to form and character and other land use considerations</p>

Goal Objectives	Policy Citations
Objective 8-F: Plan for climate change adaptation	<p>In alignment with RGS Objective 8-F, the OCP includes polices that direct planning for climate change adaptation primarily within the Municipal Infrastructure chapter. It also provides direction to produce climate adaption specific plans such as the Flood Management Plan within the Managing Growth chapter which will guide adaptation to future flood and storm events. Policies include:</p> <p>Municipal Infrastructure Objective 1: Infrastructure and services are resilient to risks and impacts of climate change</p> <p>Municipal Infrastructure Policy 1: Conduct a high-level risk assessment (HLRA) to determine potential risks to Courtenay's infrastructure and identify priority areas for adaptation interventions.</p> <p>Managing Growth- Floodplain Policy 8: Implement the Flood Management Plan in order to minimize the safety risk, property damage, and environmental impacts associated with a flood event.</p>



APPENDIX 3 – GLOSSARY

2SLGBTQIAP

Refers to individuals who self-identify as lesbian, gay, bisexual, transgender, queer, intersex, asexual, pansexual, or two-spirited.

10-minute neighbourhood

This is a neighbourhood that provides easy access to shops, services, schools, nature, and community within a 10-minute walking radius. Ten minutes of walking generally translates into approximately 800 metres of pedestrian infrastructure.

Affordable housing

The technical definition is housing which costs 30% or less of a household's gross annual income. (Rent or mortgage plus taxes and including minimum down payment). However, an individual's and community's housing needs are diverse and change over time. Affordability of housing also considers the availability and accessibility to the type of housing that an individual needs at a particular time in their life.

Asset Based Community Development (ABCD)

ABCD emphasizes strengths, connections, citizen leadership, and individual gifts in approaching community change.

BC Building Energy Step Code

The new BC Building Code is a performance-based regulation that requires that enhanced energy efficiency standards, or "steps", be met over time. By 2032, all new construction in BC will be required to be net-zero ready. Net-zero buildings produce as much clean energy as they consume, and are highly efficient.

Census family

Defined as a married couple and the children, if any, of either and/or both spouses; a couple living common law and the children, if any, of either and/or both partners; or a parent of any marital status in a one-parent family with at least one child living in the same dwelling and that child or those children. All members of a particular census family live in the same dwelling. Children may be biological or adopted children regardless of their age or marital status as long as they live in the dwelling and do not have their own married spouse, common-law partner or child living in the dwelling. Grandchildren living with their grandparent(s) but with no parents present also constitute a census family.

Climate mitigation and adaptation

Actions that combat and respond to climate change are often categorized as mitigation or adaptation activities. Climate mitigation approaches reduce greenhouse gas emissions or re-capture carbon in carbon sinks using vegetation, soil restoration, and/or technological storage.

Community resilience

This is a measure of a sustained ability of a community to utilize available resources to respond to, withstand, and recover from adverse situations respectively. It includes but is not limited to public health and emergency preparedness, climate adaptation, infrastructure protection, and economic recovery.

Crime Prevention Through Environmental Design (CPTED)

CPTED is a multi-disciplinary approach for reducing crime and fear of crime. CPTED strategies include architecture and urban planning design approaches that aim to reduce victimization, deter offender decisions that precede criminal acts, and build a sense of community among inhabitants.

First Generation CPTED focused on the four principles of: sense of informal ownership over public spaces by residents; natural surveillance or "eyes on the street"; physical condition and maintenance of properties; and control of access into properties.

Second Generation CPTED focuses on social concepts and small-scale environments, and also includes principles of: social cohesion; community culture; physical connectivity; and threshold capacity, which is the idea of creating rich and genuine diversity within the build environment where residents can socialize, shop, and recreate together.

Development Approval Information Area

Development Approval Information refers to information on the anticipated impact of a proposed activity or development on the community, including but not limited to information regarding impact on matters such as transportation patterns, local infrastructure, public facilities including schools and parks, community services, and the natural environment of the area affected. A Development Approval

Information Area is the designated area for which Development Approval Information is required, as per Section 485 of the Local Government Act.

Density benefit

Is a zoning tool that allows developers to build additional density or floor area in exchange for community amenities.. This is permitted under Section 482 under the Local Government Act.

Ecological or Natural Assets and Ecosystem Services

Ecological assets (eco-assets) are natural assets such as lakes, rivers, wetlands, aquifers, mountains, forests, riparian areas, estuaries, and salt marshes. These features have considerable economic value and provide goods and services (ecosystem services) such as water purification, soil stabilization and fertility, food production, and recreation. They are also critically important to responding to mitigating and adapting to the impacts of climate change.

Ecosystem connectivity opportunity areas

Ecological connectivity is the unimpeded movement of species and the flow of natural processes that sustain life on earth. The role of ecological connectivity has become increasingly important in the past decades due to habitat modifications, such as overexploitation and fragmentation, that have led to the consequent decline of biodiversity. Ecological connectivity opportunity areas were identified through Courtenay through the Urban Forest Strategy study and are shown on the Terrestrial *Environmentally Sensitive Areas* Map APX-6 in Appendix 2 – Maps.

Emergency Shelter

Immediate, short-stay housing for people who are homeless or at risk of becoming homeless. Emergency shelters provide single or shared bedrooms or dorm-type sleeping arrangements with varying levels of support to individuals. Emergency Shelters can be purpose built and/or converted buildings and/or temporary.

Environmentally Sensitive Area (ESA)

Those parcels of land that already have, or with restoration or enhancement could become,

natural features. These features contribute to the retention and/or creation of wildlife habitat, soil stability, water retention or recharge, vegetative cover and similar vital ecological functions. Environmentally Sensitive Areas range in size from small patches to extensive landscape features. They can include rare or common habitats, plants and animals. Environmentally Sensitive Areas may overlap hazardous condition areas.

Equity-priority group(s)

These are people who often face discrimination or other forms of systemic disadvantage. They include but are not necessarily limited to persons of colour, persons with disabilities, Indigenous peoples, 2SLGBTQIAP individuals, and women.

Food security

Food security includes at a minimum the ready availability of nutritionally adequate and safe foods, and as an assured ability to acquire acceptable foods in socially acceptable ways.

Full cost accounting

Method of accounting that recognizes the indirect and direct economic, environmental, health, and social costs of a project, policy, or action.

Green infrastructure

Broadly defined as a strategically planned network of high quality natural and semi-natural areas with other environmental features, which is designed and managed to deliver a wide range of *ecosystem services* and protect biodiversity in both rural and urban settings. More specifically green infrastructure, being a spatial structure providing benefits from nature to people, aims to enhance nature's ability to deliver multiple valuable ecosystem goods and services, such as clean air or water.

Ground-oriented building

A type of building in which each dwelling unit has a direct entrance at street/ground level. They can include single-detached houses and detached secondary suites, duplexes, triplexes, rowhouses, and townhouses.

Housing Needs Report (HNR)

A mandatory document for all local governments to update every 5 years, as required by the Local Government Act (LGA). The report provides an understanding of the current and anticipated housing needs in a community.

ICI buildings and land uses

Refers to buildings and land uses that are Industrial, Commercial, or Institutional.

IPCC

This is the Intergovernmental Panel on Climate Change, a United Nations governmental body responsible for advancing knowledge on human-induced climate change.

Inclusionary Zoning

A land-use policy that requires developers to include a certain percentage of affordable housing units within new residential developments.

Infill

This refers to adding new residential units to an existing neighbourhood, and may or may not include population increases as the number of people per household may be in decline. Since infill occurs within lands within the built-up area of a community, it makes more efficient use of land than developing lands in areas that were previously in a natural or agricultural state.

Intensification

The development of a property, site or area at a higher density than currently exists, through development, *redevelopment*, *infill* and expansion or conversion of existing buildings.

Land lift

Increase in land value from a Council approved rezoning.

Level 3 / Direct Current Fast Charging (DCFC)

These are ports for electric vehicle charging. Level 3 Charging or *Direct Current Fast Charging* enable most electric vehicles to charge to 80% in under an hour, making road trips easier and quicker.

Local Government Act (LGA)

Provides a legal framework for the establishment and furtherment of local governments across British Columbia.

Nature-based solutions

These are actions to protect, sustainably manage, and restore nature or modified ecosystems that address societal challenges effectively and adaptively, simultaneously providing human well-being and biodiversity benefits.

Net-Zero Emissions

This is the target of completely negating the amount of greenhouse gas emissions (GHGs) produced by human activity through the reduction of GHGs and absorbing carbon dioxide from the atmosphere. There is international consensus that GHGs must be reduced to zero by 2050 at the latest, in order to stabilize global temperatures and avoid catastrophic climate change impacts. Canada committed to this target in the 2015 Paris Agreement, which is a legally binding international treaty on GHG reductions.

Non-census family

Households in which there is either one person living alone or a group of two or more persons who live together but do not constitute a census family.

Non-market housing

Housing that is for low and moderate income households, often subsidized through a variety of ways including senior government support.

Multi-modal / multi-use transportation planning

This refers to planning that considers various modes – such as walking, cycling, transit, driving, wheelchair and scooter use – and the connections between those modes.

PACE program

PACE refers to property assessed clean energy, and a PACE program is a tool that provides access to long term financing for energy efficiency, water conservation, renewable energy, and resiliency measures for owners and developers of residential, commercial, industrial, institutional, and multi-unit properties. PACE loans are repaid through an addition to property tax bills that are transferred from one owner to the next when properties are sold.

Parklet

Parklets are public seating platforms that convert curbside parking spaces into vibrant community spaces. They are typically the product of partnerships between the City and local businesses, residents, or neighbourhood associations.

Reconstruction

The act of restoring something to an earlier state.

Redevelopment

The demolition of existing development and the construction of something new.

Regional food hub

Shared-use food and beverage processing facilities that offer food and agriculture businesses access to commercial processing space, equipment, expertise and resources to support business development and growth.

Regional Growth Strategy

The Comox Valley's regional growth plan adopted by the Comox Valley Regional District (CVRD) directs long-term planning for Courtenay, Comox, Cumberland, and the unincorporated Electoral Areas A, B, and C. While each community must create more implementation detail through their respective OCPs, a commitment is made by municipalities and regional districts to collaborate and ensure sustainable growth management by taking into account shared services, unique natural environments, and available resources.

Residential Rental Tenure Zoning

This is BC legislation that provides local governments with the authority to zone for residential rental tenure (i.e. rental housing) and enact *zoning bylaws* that: require new housing in residential areas be developed as rental units; and ensure that existing areas of rental housing are preserved as such. This authority can only be used where multi-residential use is a permitted use.

Restoration

In the context of ecological, environmental, or natural restoration, refers to repairing the damages caused to natural ecosystems and seeks to return them to an earlier state or another state

that is closely related to its natural state.

Restorative Justice

A way of addressing conflict and crime that enables the person who caused the harm, people who were affected by the harm, and the community to create a meaningful solution.

In contrast to the traditional justice system in Canada which seeks to establish a punishment for each act of wrongdoing assuming that will contribute to victim and societal satisfaction, Restorative Justice focuses on repairing damage and restoring relationships. Restorative Justice is not a specific model, instead it is a set of principles that can be flexibly applied to a variety of situations of conflict, crime, abuse, etc.

Social asset

These are the networks, organizations, and institutions, including norms of reciprocity and the mutual trust that exist among and within groups and communities.

Social determinants of health

Non-medical factors that influence individual and collective health outcomes. Research suggests that they are collectively essential to one's health, and by extension their quality of life.

Strategic Cultural Plan

A non-statutory plan that reflects the 2023-2026 Council Strategic Priority and provides a framework to support arts and culture in Courtenay. The Strategic Cultural Plan Implementation Strategy supports the execution of the Plan.

Subdivision and Development Servicing Bylaw

This bylaw regulates the subdivision and development of land within the City of Courtenay, and outlines standards for works and services. It is designed to meet current community needs by modernizing engineering design guidelines, construction specifications, and detailed drawings.

Supportive Housing

Housing that provides on-site supports and services to residents.

Tactical attention indicators

These are a system of textured indicators commonly used at pedestrian ramps, stairs, crossing platforms, and sidewalks to improve accessibility, including for persons with disabilities.

The Truth and Reconciliation Commission of Canada (TRC)'s Calls to Action

The TRC was created through a legal settlement between Residential School Survivors, the Assembly of First Nations, Inuit representatives, and the parties responsible for creation and operation of the schools, which were the federal government and church bodies. The TRC's mandate was to inform all Canadians about what happened in residential schools.

The TRC made 94 calls to action to redress the legacy of residential schools and advance the process of Canadian reconciliation. The calls to action can be found here: https://ehprnh2mwo3.exactdn.com/wp-content/uploads/2021/01/Calls_to_Action_English2.pdf

Transportation Demand Management

Information, encouragement and incentives that help people make decisions that reduce the demand on the transportation network.

Universal design and accessible design

Accessible design is a design process in which the needs of people with disabilities are specifically considered. Universal design broadens this concept, and refers to the design of products and environments that are usable by all people, to the greatest extent possible. Sidewalks with curb cuts and doors that automatically open when a person moves near them are examples, as they benefit people with disabilities, parents with baby strollers, delivery workers, and others. Human characteristics considered in universal design may include age, gender, stature, race/ethnicity, culture, native language, and learning preference.

Zoning Bylaw

This regulatory bylaw establishes what land uses may occur where at what densities, how large a lot can be, where development can occur on a property, what setbacks and yards are required, the height and overall massing of structures, the number of structures, if landscaping and open space are required (in some zones), and parking requirements.

